

You are hereby summoned to attend a **Meeting of the Finance and Policy Committee** to be held on **Monday 17th December 2018** in the Civic Hall, Brackley Town Hall, Brackley, following the Meeting of the Direct Responsibilities and General Purposes Committee

12th December 2018



Town Clerk

MEMBERS OF THE PRESS AND PUBLIC ARE INVITED TO ATTEND

AGENDA

385/18 APOLOGIES FOR ABSENCE

386/18 DECLARATIONS OF INTEREST

Members are asked to declare any disclosable pecuniary interests in item on the agenda, **and the nature of that interest**, in accordance with the Localism Act 2011 and the Brackley Town Council Code of Conduct.

387/18 PUBLIC PARTICIPATION

This section of the meeting gives members of the public who are present an opportunity to speak. You may speak on any item which appears on the agenda for this evening's meeting.

Please state your name and address before asking your question

388/18 APPROVAL OF MINUTES

Members are asked to receive and approve the minutes of the previous meeting of the Finance and Policy Committee held on 19th November 2018.

389/18 MEMBERS REPORTS

390/18 FINANCE REPORTS

To receive for approval:

- 1) List of Accounts 9 in the sum of £30,405.58
- 2) Appoint a Councillor for November payments audit

391/18 BUDGET

To agree a Budget, following public consultation on the draft (attached), and to **RECOMMEND** that Budget to Council. The draft budget provides for expenditure of £1,039,058 and a precept of £760,008, with much of the income being from s106 funds against specific items of expenditure. The precept requirement equates to a Band D Charge of £139.54

392/18 LEASE FOR 20 HIGH STREET

To approve the signing and sealing of the lease for 20 High Street, by the Mayor & Town Clerk.

393/18 REFURBISHMENT OF NEW COUNCIL OFFICES

To determine a maximum budget for fitting out the new Council offices at 20 High Street, with the cost being met from Capital Income not precept.

394/18 FLAGPOLE MAINTENANCE

The Company that installed the new flagpole in the Town Hall has provided quotation for regular annual maintenance in the sum of £295 per visit. In view of the condition of the previous pole and support brackets, and the HLF requirement for a quinquennial review of the fabric of the building, it would be advisable to enter into such a contract.

Members instruction is requested.

395/18 DIRECT DEBIT – PENINSULA HR SERVICES

To note that a Direct Debit Mandate for Peninsula HR Services has been signed by Cllrs Cartmell and E Wiltshire in accordance with the decision taken by Council (Minute Number 356/18 refers)

396/18 EXCLUSION OF PRESS AND PUBLIC

It is proposed that, in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press is excluded from the meeting during the consideration of the item set out below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.

397/18 LAND AT BANBURY ROAD

398/18 MATTERS FOR DISCUSSION OR INFORMATION

FINANCE AND POLICY COMMITTEE

Minutes of the Finance and Policy Committee on Monday 19th November 2018 in the Civic Hall, Brackley Town Hall, Brackley.

Present: Chair Cllr Cartmell
Cllr Baker, Bagot-Webb, Morrell, Tiller, Stimpson, P Wiltshire

Also Present: Cllr Barrie, Sharps, Thompson and E Wiltshire

Officers: Town Clerk (L Carter), Deputy Clerk (A Moses)

335/18 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllr Butler, Ross and Waldron

336/18 DECLARATIONS OF INTEREST

M Morrell

571 - D Thompson

337/18 PUBLIC PARTICIPATION

None

338/18 APPROVAL OF MINUTES

On the proposition of Cllr P Wiltshire, it was **RESOLVED** to:

Receive and approve the minutes of the previous meeting of the Finance and Policy Committee held on 15th October 2018.

339/18 MEMBERS REPORTS

None

340/18 FINANCE REPORTS

On the proposition of Cllr Morrell, it was **RESOLVED** to:

Approve the list of Accounts 8 in the sum of £336,993.82

The Committee received and noted the half yearly budget outturn.

Cllr Baker will carry out the November payments audit

341/18 SNVB REQUEST

On the proposition of Cllr Baker, it was **RESOLVED** to:

Provide £1000 in additional funding for SNVB for the Brackley Area Volunteer Car service for 2018/19 and this should be for next year as well.

342/18 DRAFT BUDGET FOR CONSULTATION

On the proposition of Cllr Baker, it was **RESOLVED** to:

Approve the draft budget in order that members of the public can be consulted. Results of the consultation will be tabled at the next Committee meeting enabling members to make a recommendation to Full Council in January.

343/18 MATTERS FOR DISCUSSION OR INFORMATION

None

Meeting closed: 20.52

Dated:

Signed

**Authorise Payments - November 2018
Month No 8**

Invoice Date	Invoice No	Our Ref Number	Supplier Name	Net Value	VAT	Invoice Total	Analysis Description
				Payments Made Between Meetings			
10/10/2018		494	Mark Morrell	£ 150.35	£ -	£ 150.35	Expenses
10/10/2018		495	Alison Coomber	£ 268.41	£ -	£ 268.41	3 x Wifi Booster Systems - 1 for OFS & 2 for Town Hall
10/10/2018		496	Mulberry Cottages	£ 250.00	£ -	£ 250.00	Holding funds
11/10/2018		497	Brian Sharp	£ 49.48	£ -	£ 49.48	New keys for Unit (37.50) 2 x Shower Curtain for Drying Room (11.98)
12/10/2018		498	Linda Carter	£ 50.00	£ -	£ 50.00	Town Hall - 2 Stockpots for kitchen
12/10/2018		499	Alison Coomber	£ 54.48	£ -	£ 54.48	Town Hall - 5 Port Gigabit Desktop Switch
01/10/2018		500	Fuel Genie	£ 304.03	£ 60.80	£ 364.83	Fuel - September
17/10/2018		501	Brackley Players	£ 18.00	£ -	£ 18.00	Mayor x 2 tickets - Production Kick in the Baubles
17/10/2018		502	Brackley European Association	£ 18.00	£ -	£ 18.00	Deputy Mayor - Dinner & Quiz
19/10/2018		503	Sally Munday-Web	£ 4.10	£ -	£ 4.10	HLF - HTLAYLB - milk & tea bags
22/10/2018		504	Linda Carter	£ 123.26	£ -	£ 123.26	TH - Suit Hangers & Garment Rail & Key fob
29/10/2018		505	Brian Sharp	£ 12.50	£ -	£ 12.50	TH - Hob Cleaner & Key Cutting
29/10/2018		506	Chris Hindson	£ 22.48	£ -	£ 22.48	9 Strand Parachute Cord
03/11/2018		507	Fantastic Fireworks	£ 7,500.00	£ 1,500.00	£ 9,000.00	Community Fireworks 03/11/18
31/10/2018		508	Neopost	£ 100.00	£ -	£ 100.00	Frinking Machine - Post Top Up
02/11/2018		509	Brian Sharp	£ 50.46	£ -	£ 50.46	Travel Expenses
01/11/2018		510	Chris Hindson	£ 230.65	£ 46.11	£ 276.76	Telescopic Ladder / TV Ariel / Work Platform
31/10/2018		511	Fuel Genie	£ 380.88	£ 76.16	£ 457.04	Fuel - October
08/11/2018		512	Public Loan Board	£ 228,969.64	£ -	£ 228,969.64	OFS - Public Loan
05/11/2018		513	George Surveys Ltd	£ 375.00	£ -	£ 375.00	20 High Street - Survey
09/11/2018		514	S Campbell	£ 41.45	£ -	£ 41.45	Expenses - Cakes for Popples Thank you Tea
08/11/2018		515	PHS	£ 16.20	£ 3.24	£ 19.44	Credit on Inv 66275305
04/11/2018		516	PHS	£ 1,700.00	£ 3.24	£ 1,703.24	Minimum charge for year
15/11/2018		517	NCC	£ 1,700.00	£ -	£ 1,700.00	TH - Wedding Licence - paying by Cheque (In front of folder waiting to be signed)
16/10/2018		518	WPS	£ 254.85	£ -	£ 254.85	Commercial Combined Insurance
15/11/2018		519	Michelle McCallum	£ 24.30	£ -	£ 24.30	Travel - Moulton - Off to a flying start course
15/11/2018		520	Brian Sharp	£ 24.00	£ -	£ 24.00	Expenses - Bacon Sandwiches - Remembrance Day
15/11/2018		521	Mark Morrell	£ 71.50	£ -	£ 71.50	Expenses - Travel & Donations
02/11/2018		522	Wade Management	£ 120.00	£ -	£ 120.00	Supply 2 x Security for 4 hours 4.30 - 8.30 pm - fireworks
				Online payments			
10/10/2018		523	George Browns	£ 49.27	£ 9.86	£ 59.13	Nuts & Chain
03/10/2018		524	E-ON	£ 63.78	£ 3.19	£ 66.97	Unit 2 - Electricity 02/09/18 - 02/10/18
02/10/2018		525	E-ON	£ 211.66	£ 10.58	£ 222.24	Town Street Lighting - Electricity 01/07/18 - 30/09/18
06/10/2018		526	Total Gas & Power	£ 342.69	£ 68.53	£ 411.22	Town Hall - Electricity 01/09/18 - 30/09/18
10/10/2018		527	Robert D Bowerman	£ 62.42	£ -	£ 62.42	Parking Space - October
15/10/2018		528	George Browns	£ 5.00	£ 1.00	£ 6.00	Nuts
11/10/2018		529	Linnell Bros	£ 213.52	£ 42.71	£ 256.23	Picket Panel Fencing
09/10/2018		530	British Telecom	£ 601.10	£ 120.22	£ 721.32	Town Hall - Cloud Voice Package (Purchase of Equip. & Rental)
13/10/2018		531	Wave	£ 21.58	£ -	£ 21.58	Cemetery - Water charge - 16/07/2018-15/10/2018
18/10/2018		532	Peac Finance	£ 299.00	£ 59.80	£ 358.80	Photocopier Rental
22/10/2018		533	Travis Perkins	£ 28.92	£ 5.78	£ 34.70	Tee Hinge
22/10/2018		534	NIC	£ 96.00	£ -	£ 96.00	9 Market Place & OFS - Window Cleaning
28/10/2018		535	BT	£ 34.90	£ 6.98	£ 41.88	TH - Broadband
18/10/2018		536	SNC	£ 18,312.17	£ 3,662.43	£ 21,974.60	Landscape Recharge - July-Sept
28/10/2018		537	Kieran Sharps	£ 550.00	£ -	£ 550.00	Town Talk Delivery
31/10/2018		538	Milton Keynes Garden Machinery	£ 1,665.85	£ 333.17	£ 1,999.02	Dog Waste Collection
29/10/2018		539	Harlequin Press	£ 693.00	£ -	£ 693.00	Town Talk - Printing
01/10/2018		540	Schools Letting Solutions	£ 400.00	£ -	£ 400.00	Hire of St.Johns Site MCS - Community Fireworks

Authorise Payments - November 2018
Month No 8

31/10/2018	313	541	Iain Soden Heritage Services	£	3,500.00	£	700.00	£	4,200.00	HLF - Looking after your listed building course
31/10/2018	363896	542	George Browns	£	109.26	£	11.85	£	121.11	Cyl Propane & Plant Supports
31/10/2018	186091	543	Hazchem Safety	£	41.66	£	8.33	£	49.99	5 Blohazard Body Fluid Spill Kit
31/10/2018	186090	544	Hazchem Safety	£	16.78	£	3.36	£	20.14	Multizorb Absorbent Spill Granules
31/10/2018	6630161737	545	Lyreco	£	131.99	£	26.40	£	158.39	Stationary
30/10/2018	66247199	546	PHS Group	£	16.20	£	3.24	£	19.44	9 Market Place - Sanitary Disposal 04/12/2018 - 03/12/2019
30/10/2018	66247200	547	PHS Group	£	95.40	£	19.08	£	114.48	TH - Waste & Sanitary Disposal - 04/12/2018 - 03/12/2019
09/11/2018	4010989	548	SNC	£	180.00	£	-	£	180.00	TH - Annual Charge Premises Licence / Club Premises Cert
02/11/2018	8727	549	Healthmatic	£	494.17	£	98.83	£	593.00	OFS - Cleaning Services - Public Toilets - Oct - Nov
03/11/2018	5150255	550	Old Fire Station Café	£	24.00	£	-	£	24.00	Bacon Sandwiches for volunteers at Fireworks
30/10/2018	133554	551	Blachere Illumination UK	£	5,325.00	£	1,065.00	£	6,390.00	75 x LED Sparklight 230v - Supply
31/10/2018	132515	552	Hydratex	£	301.22	£	60.24	£	361.46	Tools & Consumables
11/11/2018	11200	553	Hydratex	£	7.40	£	1.48	£	8.88	Bolts & Washers
31/10/2018	8464510	554	Microshade Business Consultants	£	385.73	£	77.15	£	462.88	Citrix Hosting Fee - October
31/10/2018	5150311	555	Alternative Communications	£	62.70	£	12.54	£	75.24	Town Hall - Broadband & Alarm Lines
07/11/2018	BTC-004	556	Blachere Illumination UK	£	9,775.00	£	1,955.00	£	11,730.00	Redress 14 Trees with Lights - install
04/11/2018	H1674E8484	557	AAMS	£	600.00	£	-	£	600.00	Provision of Medical Cover - Ambulance & Crew + First Aiders - Fireworks
06/11/2018	179324810/18	558	E-ON	£	32.52	£	1.63	£	34.15	Unit 2 - Electricity 02/10/18 - 04/11/18
09/11/2018	364240	559	Total Gas & Power	£	373.17	£	74.63	£	447.80	Town Hall - Electricity 01/10/18 - 30/10/18
31/10/2018	INV0415	560	George Browns	£	22.25	£	4.45	£	26.70	Hand Guard
06/11/2018	6546	561	Ingham Pinnock	£	3,002.55	£	600.51	£	3,603.06	HLF - Town Hall Delivery Phase
06/11/2018	907032771	562	Secure-a-Field	£	3,512.29	£	702.46	£	4,214.75	Compound - Install Fencing & Gates
09/11/2018	Q01410	563	Wave	£	209.28	£	-	£	209.28	TH - Water & Sewage 07/08/18 - 06/11/18
09/11/2018	4011133	564	British Telecom	£	91.80	£	18.36	£	110.16	9 Market Place - Telephone
27/11/2018	32003a	565	SNC	£	288.90	£	57.78	£	346.68	6 x 1100 Trade Bins - Fireworks 03/11/18
27/11/2018	32002	566	ARB	£	905.00	£	181.00	£	1,086.00	PA System MCS & High Street - Fireworks
09/11/2018	9070464665	567	ARB	£	120.00	£	24.00	£	144.00	20 x Hand Held Radio & Ear Speakers - Fireworks
14/11/2018	BR085505	568	Wave	£	107.74	£	-	£	107.74	Unit 1 - Water & Sewage 10/08/18 - 09/11/18
12/11/2018	73870	569	Tyre Warehouse	£	138.32	£	27.68	£	166.00	2 Goodyear Tyres - Ford Connect Van
05/11/2018	02625	570	Just Projectors	£	592.00	£	118.40	£	710.40	TH - Screen Projector
		571	RainbowPrint Media	£	285.00	£	-	£	285.00	Remembrance Day Programmes
					Salary/Tax & NI/Pension					
25/11/2018		572	Salaries	£	15,811.97	£	-	£	15,811.97	Salary
25/11/2018		573	Tax & NI	£	4,743.80	£	-	£	4,743.80	Tax & NI
25/11/2018		574	Pension	£	6,529.04	£	-	£	6,529.04	Pension
					Direct Debits					
10/10/2018	0000345623	DDNOV01	SGW Payroll	£	64.00	£	12.80	£	76.80	Payroll Costs - Month 7
06/10/2018	177719338/18	DDNOV02	Total Gas & Power	£	1,162.72	£	232.54	£	1,395.26	OFS - Electricity - 04/07/18 - 3/10/18
06/10/2018	177702838/18	DDNOV03	Total Gas & Power	£	186.43	£	9.32	£	195.75	Town Hall - Gas - 31/08/18 - 30/09/18
02/11/2018	179097891/18	DDNOV04	Total Gas & Power	£	240.25	£	12.01	£	252.26	Town Hall - Gas - 30/09/18 - 30/10/18
03/11/2018	Q017 NR	DDNOV05	British Telecom	£	340.12	£	68.02	£	408.14	OFS Telephone & Broadband
06/11/2018	179324800/18	DDNOV06	Total Gas & Power	£	55.88	£	2.80	£	58.68	Unit 1 - Electricity 08/08/18 - 31/10/18
06/11/2018	179324799/18	DDNOV07	Total Gas & Power	£	90.84	£	4.55	£	95.39	Market Place Electricity 04/08/18 - 30/10/18
				£	324,063.97	£	12,115.38	£	336,993.82	

Authorise Payments - 2018
Month No 9

27/11/2018	S150662	623	Blechere Illumination UK	£	4,000.00	£	800.00	£	4,800.00	Christmas Lights Additional Installation
30/11/2018	364864	624	George Browns	£	52.50	£	10.50	£	63.00	Blade, Scratcher Tooth
01/12/2018	SM19722	625	Rlitas Business Solutions	£	189.00	£	37.80	£	226.80	RBS Booking Software Annual Support subscription
30/11/2018	134503	626	Hydramex	£	40.75	£	8.15	£	48.90	Cable Tie & Bolt
01/12/2018	AUB6891	627	Aubergine	£	499.00	£	99.80	£	598.80	HLF - Town Hall Restoration Website
28/11/2018	136393	628	RVS Group	£	343.99	£	68.80	£	412.79	Photocopier rental
30/11/2018	65	629	Dixon House Maintenance	£	450.00	£	-	£	450.00	OFS - Supply & Fit tap in kitchen & pressure reducing value on incoming water
10/12/2018		630	Robert D Bowerman	£	62.42	£	-	£	62.42	Parking Permit - November - 3 spaces
30/11/2018		631	Robert D Bowerman	£	62.42	£	-	£	62.42	Parking Permit - December - 3 spaces
10/12/2018	6520187324	632	Lyreco	£	371.84	£	71.39	£	443.23	Stationary - £32.88 HLF Costs
11/12/2018	11263	633	Microshade Business Consultants	£	380.74	£	76.15	£	456.89	Citrix Hosting Fee - October
30/11/2018	88997	634	Paragaon Tool Hire	£	752.00	£	150.40	£	902.40	Hire of Tower Lights & Diesel Fireworks 2018
30/11/2018	88998	635	Paragaon Tool Hire	£	218.00	£	43.60	£	261.60	Hire of Pedestrian Barriers Remembrance Day 2018
30/11/2018	89085	636	Paragaon Tool Hire	£	575.00	£	115.00	£	690.00	Purchase of 10 Pedestrian Barriers & 20 Road Cones
30/11/2018	INV0419	637	Ingham Pinnacle Associates	£	2,186.99	£	437.40	£	2,624.39	HLF - Town Hall Delivery Phase
03/12/2018	248009	638	Bee Tee Alarms Ltd	£	17.00	£	3.40	£	20.40	OFS - 2 x E-Tag Alarm proximity tags
30/11/2018	89120	639	Paragaon Tool Hire	£	502.54	£	100.50	£	603.04	Hire of Led Tower Light & Diesel Remembrance 2018
06/12/2018	8790	640	Healthmatic	£	494.17	£	98.83	£	593.00	OFS - Cleaning Services - Public Toilets - Oct - Nov
01/12/2018	8552120	641	Alternative Communications	£	63.58	£	12.72	£	76.30	Town Hall - Broadband & Alarm Lines
02/12/2018	H1690974A66	642	E-on	£	24.04	£	1.20	£	25.24	Unit 2 - Electricity 04/11/18 - 02/12/18
28/11/2018	3530 AG1375	643	Travis Perkins	£	6.34	£	1.27	£	7.61	Sanitary Silicone Sealant
28/11/2018	3530 AG1343	644	Travis Perkins	£	14.99	£	3.00	£	17.99	OFS - Emergency Roof Repair
30/11/2018	28781	645	Brimnick Locksmith	£	35.39	£	6.25	£	41.64	Mul-T-Lock Intergrator Keys
10/12/2018	365133	646	George Browns	£	17.49	£	3.50	£	20.99	Trojan Blade
11/12/2018	553	647	PNB	£	1,200.00	£	240.00	£	1,440.00	Town App Maintenance Services
06/12/2018	181303710/18	648	Total Gas & Power	£	371.55	£	74.31	£	445.86	Town Hall Electric - 1/11/18 - 30/11/18
Salary/Tax & NI/Pension										
21/12/2018		649	Salaries	£	-	£	-	£	-	Salary
21/12/2018		650	Tax & NI	£	-	£	-	£	-	Tax & NI
21/12/2018		651	Pension	£	-	£	-	£	-	Pension
Direct Debits										
20/11/2018	0000348239	DDDEC01	SGW Payroll	£	62.00	£	12.40	£	74.40	Payroll Costs - Month 8
08/12/2018	182110824/18	DDDEC02	Total Gas & Power	£	569.40	£	113.88	£	683.28	Town Hall - Gas 30/10/18 - 30/11/18
				£	-	£	-	£	-	
				£	26,376.26	£	4,029.32	£	30,405.58	

**Authorise Payments - 2018
Month No 9**

Invoice Date	Invoice No	Our Ref Number	Supplier Name	Net Value	VAT	Invoice Total	Analysis Description
23/11/2018			Neopost	100.00	-	100.00	Franking Machine - Top Up
23/11/2018		575	Linda Carter	55.99		55.99	Town Hall - Smith Wall Clock
23/11/2018		576	Linda Carter	54.65	10.93	65.58	OFS - Opening Plaque
23/11/2018		577	Alison Moses	33.93		33.93	Travel - Course Burton Latimer 22/11/2018
23/11/2018		578	Linda Carter	34.20		34.20	Travel - Course Burton Latimer 22/11/2018
20/11/2018		579	Brackley European Society	14.00		14.00	Mayor Allowance - M.Morrrell
21/11/2018		580	Stephanie Campbell	6.50		6.50	Laminating Pouches
21/11/2018		581	Linda Carter	13.75		13.75	Postage - Pat Testing
21/11/2018		582	Carol Billingham	40.00		40.00	Mayor Allowance - M.Morrrell
21/11/2018		583	SNVB	1,000.00		1,000.00	Grant
22/11/2018		584	Focus Magazine Group	110.40	18.40	128.80	Half Page Landscape Advert
17/11/2018	0024807	585	Ningbo	117.95	23.59	141.54	Egerton - Round Table
22/11/2018	19353	586	Chris Hindson	175.41		175.41	Travel / Magnets Weatherproof box & Burton for
28/11/2018		587	Moulton College	150.00		150.00	Transport Fee to college - R.Willoughby
08/11/2018	INV1116971	588	Heartstart	50.00		50.00	Donation for attending Remembrance Service & Parade
27/11/2018		589	Mark Morrrell	93.80		93.80	Travel & Donations
03/12/2018		590	Brackley MOT & Service Centre	120.06	24.01	144.07	MOT on Ford Transit Connect Van
04/12/2018	1021528	591	Purple Guide	25.00	5.00	30.00	Purple Guide Subscription
04/12/2018	PG007149	592	Matthew Sharp	51.30		51.30	Travel Expenses - Fireworks / Remembrance & Light switch on
03/12/2018		593	Brian Sharp	100.80		100.80	Travel Expenses - Fireworks / Remembrance & Light switch on
30/11/2018		594	Rory Willoughby	19.65		19.65	Expenses - R.Willoughby
30/11/2018		595	Linda Carter	27.00		27.00	Padlock Keys - General
04/12/2018		596	Neopost	100.00		100.00	Franking Machine - Top Up
05/12/2018		597	Nisbets	110.59	22.11	132.70	Town Hall - Water Boiler and Hot Water Sign
05/12/2018	18039724	598	Brackley & District Brass Band	300.00		300.00	Donation for Supporting BTC during the year
07/12/2018		599	Rory Willoughby	4.20		4.20	Expenses - R.Willoughby
07/12/2018		600	Allgood	37.64	7.53	45.17	HLF - Town Hall Hardware
07/12/2018		601	Fuel Genie	430.38	86.04	516.42	Fuel - November
03/12/2018	3248051	602					
Online payments							
23/11/2018	SFA/2012	603	Safety First Associates	1,835.10	367.02	2,202.12	Egerton Hall - Specification Development
23/11/2018	41647502	604	Denmans	23.81	4.76	28.57	PlugTop / Extension & Voltage Stick
16/11/2018	7259	605	NCALC	126.00		126.00	Off to a flying start Course - LS MC & AG
15/11/2018	9070327710	606	Wave	206.47		206.47	Town Hall - Water & Sewage 23/08/18 - 06/11/18
16/11/2018	187953	607	Hazchem	20.61	4.12	24.73	Combat Trousers
01/10/2018	BTC1804	608	Meister Continental Foods	2,500.00		2,500.00	Unit 2 - Rent - 01/10/18 - 31/12/18
14/11/2018	SN297668	609	Office Furniture	319.20	63.84	383.04	Town Hall - Double Door Storage Cupboard & Shelf
20/11/2018	218078888	610	Neopost	58.00	11.60	69.60	Franking Machine Maintenance - 27/12/18 - 26/03/19
23/11/2018	314279	611	George Browns	100.00	20.00	120.00	Blade Set
23/11/2018	1229	612	Quick Test	45.00	9.00	54.00	Micropat Calibration
14/11/2018	237069	613	Tudor Environmental	50.71	10.14	60.85	Leaf Rake Head & 2 Wooden Handles
14/11/2018	237013	614	Tudor Environmental	396.00	79.20	475.20	Brown & White Rock Salt
04/12/2018	4011230	615	SNC	638.63		638.63	Commercial Waste Collection St James Lake, Cemetary & Units
21/11/2018	SN299138	616	Office Furniture	397.10	79.42	476.52	Town Hall - Heavy Duty Cupboard
26/11/2018	118658	617	ARB	660.00	132.00	792.00	10 Hand Held Radio - Remembrance Day
26/11/2018	118659	618	ARB	50.00	10.00	60.00	Projector Hire - HTLAYLB-HLF
15/10/2018	2177	619	Greatfield Plants	794.56	158.91	953.47	Bedding Plants - High Street / Planters & Tesco roundabout
28/11/2018	SS12204	620	Northants Refrigeration	145.00	29.00	174.00	20 High Street - Service air Conditioning
29/11/2018	50711	621	Milton Keynes Garden Machinery	1,332.00	266.40	1,598.40	Dog Waste Collection
28/11/2018	M003 86	622	BT	34.90	6.98	41.88	Town Hall - Broadband

	<u>2018-19</u>	<u>2019-20</u>
101 Payroll		
4002 Salaries	£130,982	£164,093
4010 NI	£11,404	£15,300
4015 Pensions	£35,180	£46,439
4025 Payroll Costs	£600	£750
Gross Expenditure	£178,166	£226,582
101 Net Expenditure	£178,166	£226,582
151 General Administration		
4050 Audit Fees	£2,976	£3,095
4055 Architect/Legal Fees	£5,410	£5,000
4060 Office Equipment & Support	£7,800	£8,500
4065 Election Expenses		£7,000
4075 Travel	£1,082	£1,125
4080 Subscriptions	£4,869	£5,000
4085 Insurance/Health & Safety	£16,000	£16,000
4090 Stationery	£1,623	£1,700
4095 Postage	£1,948	£2,000
4100 Telephones	£4,000	£4,000
4105 Conferences & Training	£2,500	£2,500
4110 Advertising & Publicity	£3,000	£3,000
4115 Newsletter	£6,292	£7,000
4120 Website & Town App	£500	£3,300
Card Pay terminal	£500	£500
151 Net Expenditure	£58,499	£69,720
201 Depot		
4200 Vehicle Costs	£2,164	£4,751
4201 Vehicle Replacement Fund	£3,000	£44,000
4210 Rates	£10,155	£9,000
4212 Gas	£0	£0
4214 Electricity	£650	£650
4216 Water	£259	£269
Additional Unit Rent	£10,000	£10,000
Additional Unit Costs	£400	£400
4220 Equipment & Unit Repairs	£17,250	£5,000
4225 Fuel	£3,646	£6,300
4230 Training	£4,000	£4,000
4265 Cleaning	£325	£350
Gross Expenditure	£51,849	£84,720
S106 Contribution	£0	£46,000
201 Net Expenditure	£51,849	£38,720

	<u>2018-19</u>	<u>2019-20</u>
251 Town Hall		
4210 Rates	£5,000	£5,000
4212 Gas	£1,500	£2,100
4214 Electricity	£1,000	£3,000
4216 Water	£600	£1,100
4250 Maintenance/Repairs	£5,000	£15,000
4255 Internal Decoration	£0	£5,000
4265 Cleaning	£5,000	£5,000
4270 Town Hall Equipment	£500	£500
4275 Licences	£2,600	£2,700
4315 Temp Relocation & storage costs	£0	£0
Gross Expenditure	£21,200	£39,400
1100 Miscellaneous		
1250 Lettings & Rental	£5,000	£25,000
251 Net Expenditure	£16,200	£14,400
261 Fire Station		
4055 Architect/Legal Fees	£1,040	£1,000
4210 Rates	£1,800	£2,000
4214 Electricity	£2,500	£3,500
4216 Water	£1,060	£1,000
4212 Gas	£2,100	£1,100
4290 Equipment	£500	£500
4250 Maintenance/Repairs	£3,000	£3,000
4315 Miscellaneous Expenditure	£0	£0
4330 Signs/cleaning	£6,000	£6,000
4275 Licences		
Gross Expenditure	£18,000	£18,100
Rental	£10,000	£10,000
Lettings	£8,000	£8,000
261 Net Expenditure	£0	£100
271 Market Place High Street		
Rent	£12,000	£13,500
4210 Rates	£5,096	£5,300
Utilities	£520	£3,000
4250 Maintenance & Repair	£1,000	£1,500
4265 Cleaning	£500	£500
271 Net Expenditure	£19,116	£23,800

	<u>2018-19</u>	<u>2019-20</u>
301 Town Centri		
4055 Architect/Legal fees	£0	£0
4214 Electricity	£1,082	£1,125
4250 Maintenance	£271	£250
4300 Bus Shelters	£541	£500
4310 Town Centre Equipment	£541	£500
4315 Miscellaneous Expenditure	£541	£0
4320 SNC Toilets	£5,410	£4,000
4330 Signs	£541	£1,000
4335 Blooming Brackley	£4,328	£4,500
4340 Market Expenses	£541	£500
4305 War Memorial	£541	£500
Christmas Lights	£20,800	£20,000
Gross Expenditure	£35,137	£32,875
1300 Fair Rights	£3,000	£3,000
1305 Market Rents	£3,120	£3,000
1310 Electricity Recharge	£380	£380
301 Net Expenditure	£28,637	£26,495
351 Parks & Open Spaces		
4002 Salaries	£100,830	£218,634
4010 NI	£7,148	£17,800
4015 Pensions	£25,047	£58,081
4025 Payroll Costs	£600	£750
4055 Architect/Legal Fees		
4330 Signs	£3,000	£3,000
4350 Open Space Equipment/Repairs	£15,000	£50,500
4355 Play Equipment Inspect/Safety	£2,208	£5,796
4375 St James' Lake	£2,917	£3,000
4380 Fence Repairs	£552	£1,000
4385 Litter/Dog clearance	£10,000	£20,000
4390 Open Spaces Rents	£108	£120
4395 Ditches, Hedges & Trees	£15,000	£16,000
4400 Grass Cutting	£100,000	£90,000
4410 Footway lighting	£1,500	£1,500
Purchase of Waste Bins		
Overhead Expenditure	£283,910	£486,181
1100 Angling Club	£1,800	£1,800
1355 Recharge for Services	£1,103	£1,250
1365 Allotments	£120	£120
Gross Expenditure	£280,886	£483,011
S106 Contribution		£167,000

		<u>2018-19</u>	<u>2019-20</u>
351 Net Expenditure		£280,886	£316,011
401 Cemetery	4210 Rates	£703	£700
	4210 Water	£271	£250
	4216 Miscellaneous Expenditure	£271	£250
	4250 Maintenance/Repairs		£2,000
	4315 Transfer of Allotments	£0	£0
	4220 Maintenance & Equipment	£2,164	£2,000
	Overhead Expenditure	£3,408	£5,200
	1400 Burials	£12,000	£30,000
	Bench Sales	£0	£0
	Memorials	£3,246	£3,300
	401 Net Expenditure	-£11,838	-£28,100
451 Grants & Di	4450 s137 Grants	£3,000	£3,000
	4455 Other Grants	£10,000	£11,000
	4460 Youth Council	£1,000	£1,000
	Overhead Expenditure	£14,000	£15,000
	1450 Grants Received		
	Donations Received		
	451 Net Expenditure	£14,000	£15,000
501 Civic	4500 Mayor's Allowance	£3,640	£3,800
	4505 Civic Functions	£3,408	
	4510 Civic Expenses	£2,000	£5,800
	4520 Deputy Mayor's Allowance	£364	£380
	4525 Civic Regalia Maintenance	£1,000	£1,000
	Overhead Expenditure	£10,412	£10,980
	501 Net Expenditure	£10,412	£10,980
601 Events	Events Expenditure	£10,500	£9,000
	Events Income	£0	£0
	601 Net Expenditure	£10,500	£9,000
701 Egerton Ha	4210 Rates	£1,000	£10,000
	Utilities	£1,000	£3,000
	4250 Maintenance & Repair	£500	£500

	<u>2018-19</u>	<u>2019-20</u>
4265 Cleaning	£500	£3,000
4275 Licences	£500	£1,000
Overhead expenditure	£3,500	£17,500
1250 Lettings	£1,000	£10,000
1100 Miscellaneous Income	£200	£200
701 Net Expenditure	£2,300	£7,300

Precept Calculation

Budgeted Expenditure	£707,697	£1,039,058
Budgeted Income	£48,969	£309,050
Budget deficit	£658,728	£730,008
Precept Requirement	£658,728	£760,008
Contribution to/from general reserves	£0	-£30,000
Band D charge for the year	£125.57	£139.54
Percentage increase	4.28%	11.12%