

You are hereby summoned to attend a Meeting of the **Finance and Policy Committee** to be held on **Monday 20<sup>th</sup> November 2017** in the Old Fire Station Community Room, 37 High Street, Brackley, following the Meeting of the Direct Responsibilities and General Purposes Committee

Dated: 15<sup>th</sup> October 2017



Town Clerk

**MEMBERS OF THE PRESS AND PUBLIC ARE INVITED TO ATTEND**

**AGENDA**

**325/17 APOLOGIES FOR ABSENCE**

**326/17 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.

**327/17 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

**328/17 APPROVAL OF MINUTES**

Members are asked to receive and approve the minutes of the previous meeting of the Finance and Policy Committee held on Monday 16<sup>th</sup> October 2017.

**329/17 MEMBERS REPORTS**

**330/17 FINANCE REPORTS**

To receive for approval:

- 1) List of Accounts 8 in the sum of £164911.24

**331/17 DRAFT BUDGET FOR CONSULTATION 2018/19**

Following discussion at the Futures Working Group, a draft budget has been prepared which, if approved, will provide the basis for public consultation prior to the next meeting of this committee. 2018/19 is a difficult year to budget for with a significant number of unknowns to be factored in (Town Hall re-opening, new community facility completed, Poppyfields Park handed over office relocation etc.). The budget also contains the half year out-turn figures to assist Members.

**332/17 INTERNAL AUDIT REPORT**

The Internal Auditor, in his report, raised his concerns regarding independent checking of BACS payments done on a regular basis.

It is suggested that each member of the committee commits to come in once during the year to spot check the bank payments made. This should be done in the week following the Committee meeting when all payments for that month have been completed.

**333/17 NALC LARGER LOCAL COUNCILS CONFERENCE**

NALC Larger Councils Conference: 'Making Local Economic Growth Work' takes place on Wednesday 13 December 2017 in London. Members are asked if they wish to attend. The cost is £185 + VAT per member.

**334/17 MINUTES OF GRANT PANEL**

The minutes of the meeting of the Grants Panel, which took place on 30<sup>th</sup> October 2017 are attached.

Members are asked to receive the minutes and approve the **RECOMMENDATIONS** contained therein.

**335/17 MATTERS FOR DISCUSSION OR INFORMATION**

## FINANCE AND POLICY COMMITTEE

Minutes of the **Finance and Policy Committee** held on Monday 16<sup>th</sup> October 2017 in the Old Fire Station Community Room, 37 High Street, Brackley.

**Present:** Chair Cllr Thompson, Cllrs Baker, Morrell, Waldron and P Wiltshire

**Also Present:** Cllrs Barrie, Sharps and E Wiltshire

**Officers:** Town Clerk (L Carter) and RFO (A Moses)

### 270/17 APOLOGIES FOR ABSENCE

Apologies were received and accepted from Cllrs Bagot-Webb, Broomfield, Butler, Cartmell, Ross, Tiller

### 271/17 DECLARATIONS OF INTEREST

Payment Reference

17/382, 17/413 – Cllr Morrell

### 272/17 PUBLIC PARTICIPATION

None

### 273/17 APPROVAL OF MINUTES

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

Receive and approve the minutes of the previous meeting of the Finance and Policy Committee held on Monday 18<sup>th</sup> September 2017.

### 274/17 MEMBERS REPORTS

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

Instruct the Clerk to research the availability and costings for obtaining copies of artwork by Thomas Rowlandson and bringing the results back to the Council for a further decision.

### 275/17 RECOMMENDATION FROM THE COMMUNICATIONS WORKING PARTY

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

Accept the **RECOMMENDATION** from the Communications Working Party to increase costs relating to the distribution of Council publications up to a maximum of £600.00 (at the discretion of the Town Clerk) as more residential properties become occupied.

### 276/17 FINANCE REPORTS

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

Receive and approve the List of Accounts 7 in the sum of £349,774.42

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

Receive the Half year out turn figures.

### 277/17 MATTERS FOR DISCUSSION OR INFORMATION

None

Meeting closed 20.07

Chair

Date

**Authorise Payments - October 2017  
Month No 7**

Invoice Date	Invoice No	Our Ref Number	Supplier Name	Net Value	VAT	Invoice Total	Analysis Description
25/10/2017		SAL/01/OCT	Salaries	£ 14,821.38	-	£ 14,821.38	Salary
25/10/2017		SAL/02/Oct	Tax & NI	£ 4,742.84	-	£ 4,742.84	Tax & NI
25/10/2017		SAL/03/Oct	Pension	£ 6,307.74	-	£ 6,307.74	Pension
<b>Payments made between meetings</b>							
19/09/2017	SL470101	17/364	Safelincs	£ 257.97	£ 51.59	£ 309.56	Fire Door release catches - OFS
14/09/2017	38127	17/365	Global Mobile Communications	£ 570.00	£ 114.00	£ 684.00	Mobile phones
19/09/2017	16636	17/366	Tanks Direct	£ 150.00	£ 30.00	£ 180.00	Water tank
20/09/2017	N/A	17/367	C Hindson	£ 19.35		£ 19.35	Expenses
20/09/2017	N/A	17/368	C Hindson	£ 73.71		£ 73.71	Expenses
19/09/2017	N/A	17/369	R Bradshaw	£ 37.80		£ 37.80	Expenses
21/09/2017	N/A	17/370	C Hindson	£ 60.00		£ 60.00	Expenses
19/09/2017	N/A	17/371	Neopost	£ 100.00		£ 100.00	Post top up
19/09/2017	N/A	17/372	BT Football Club	£ 500.00		£ 500.00	BTC Grant
19/09/2017	D859634	17/373	Nene Valley Community Action	£ 39.00		£ 39.00	DBS
06/10/2017	0388706701/COM1A	17/374	Anglian Water	£ 84.36		£ 84.36	Unit 1 - Water
21/09/2017	N/A	17/375	S Campbell	£ 49.75		£ 49.75	Expenses
26/09/2017	N/A	17/376	R Horth	£ 3,000.00		£ 3,000.00	Rent - 9 Market Place
13/09/2017	150461	17/377	TBS Hygiene	£ 594.00	£ 118.80	£ 712.80	Dog Waste Collection - outstanding invoice
<b>Online Payments</b>							
11/09/2017	56977	17/378	Savills	£ 2,750.00		£ 2,750.00	St James Lake rent
31/08/2017	INV0306	17/379	Ingham Pinnock	£ 2,000.00	£ 400.00	£ 2,400.00	Professional Services
19/09/2017	C1281251	17/380	SRBE	£ 240.00	£ 48.00	£ 288.00	Barriers
14/09/2017	3530AFS360	17/381	Travis Perkins	£ 281.67	£ 56.33	£ 338.00	Consumables
25/09/2017	N/A	17/382	Mark Morrell	£ 11.70		£ 11.70	Travel expenses
26/09/2017	N/A	17/383	Lisa Saffrey	£ 19.35		£ 19.35	Travel expenses
26/09/2017	N/A	17/384	Sally Munday-Webb	£ 19.35		£ 19.35	Travel expenses
27/09/2017	1156	17/385	snvb	£ 95.00		£ 95.00	Travel - HLF
27/09/2017	349552	17/386	George Browns	£ 145.16	£ 29.04	£ 174.20	Consumables
25/09/2017	Q0085N	17/387	BT	£ 110.50	£ 22.10	£ 132.60	Broadband - 9 Market Place
22/09/2017	77858	17/388	E-on	£ 83.37	£ 16.67	£ 100.04	Street Light Maintenance
28/09/2017	4339	17/389	Roosigns	£ 80.00		£ 80.00	Van Decals
27/09/2017	2709001	17/390	AGU Treecraft	£ 1,494.00		£ 1,494.00	Tree works - Flavius Gate
28/09/2017	6827	17/391	Haverstock	£ 6,000.00	£ 1,200.00	£ 7,200.00	Professional Services - HLF
29/09/2017	147492	17/392	AH Contracts	£ 475.20	£ 95.04	£ 570.24	Dog Waste Collection - September
26/09/2017	123661	17/393	SLCC	£ 330.00	£ 48.00	£ 378.00	Conference - L Carter
27/09/2017	N/A	17/394	Sally Munday-Webb	£ 19.60		£ 19.60	Expenses - HLF
28/09/2017	C1281964	17/395	SRBE	£ 170.00	£ 34.00	£ 204.00	Scissor Lift Hire - OFS
03/10/2017	2682889	17/396	Fuel Genie	£ 251.67	£ 50.33	£ 302.00	Fuel - September
02/10/2017	7774	17/397	Healthmatic	£ 494.17	£ 98.83	£ 593.00	Cleaning Services - OFS
02/10/2017	H14F35EDFA	17/398	E-on	£ 186.24	£ 9.31	£ 195.55	Electricity
03/10/2017	N/A	17/399	David Upstone	£ 674.02		£ 674.02	Utilities - 9 Market Place
01/10/2017	65284715	17/400	PHS Group	£ 4.70	£ 0.94	£ 5.64	Duty of Care
11/10/2017	10147	17/401	Microshade	£ 338.25	£ 67.65	£ 405.90	Hosting
04/10/2017	C056017	17/402	Brackley Photographic	£ 100.00		£ 100.00	Town Council photos
03/10/2017	4342	17/403	Roosigns	£ 360.00		£ 360.00	Signage
04/10/2017	17017311	17/404	Blachere	£ 3,493.50		£ 3,493.50	Christmas Lights yearly maintenance

**Authorise Payments - October 2017  
Month No 7**

04/10/2017	307174	17/405	George Browns	£	81.24	£	16.25	£	97.49	Consumables
30/09/2017	316	17/406	Ingham Pinnock	£	2,000.00	£	400.00	£	2,400.00	Professional Services
28/09/2017	3530AF5849	17/407	Travis Perkins	£	138.60	£	27.72	£	166.32	Paving slabs - Cemetery
29/09/2017	A5145	17/408	Auditing Solutions Ltd	£	420.00	£	84.00	£	504.00	Internal Audit Fee
30/09/2017	6630145775	17/409	Lyreco	£	131.15	£	26.23	£	157.38	Stationery
29/09/2017	147492	17/410	Hazchem Safety	£	20.61	£	4.12	£	24.73	PPE
05/09/2017	4006315	17/411	SNC	£	950.00	£	190.00	£	1,140.00	Noise Impact Assessment - Skate Park
09/10/2017	N/A	17/412	Neopost	£	100.00	£		£	100.00	Post top up
30/09/2017	N/A	17/413	Mark Morrell	£	124.99	£		£	124.99	Deputy Mayors allowance
29/09/2017	367763	17/414	JCS Cochrane Electrical	£	515.44	£	103.09	£	618.53	External lights - OFS
09/10/2017	148204	17/415	Hazchem Safety	£	35.48	£	7.10	£	42.58	First aid provisions
11/10/2017		17/416	Town Talk Delivery Group	£	550.00	£		£	550.00	Town Talk delivery
10/10/2017	234891	17/417	Bee Tee Alarms (less deposit)	£	760.00	£	152.00	£	480.00	Alarm system - Units
10/10/2017	234890	17/418	Bee Tee Alarms (less deposit)	£	1,835.00	£	367.00	£	897.00	Alarm system - Units
23/09/2017	924411	17/419	Robert Bradshaw	£	160.32	£		£	160.32	PPE
30/09/2017		17/420	Brian Sharp	£	49.05	£		£	49.05	Tavel expenses
02/10/2017	944	17/421	Quick Test (incl carriage)	£	249.00	£	49.80	£	298.80	PAT equipment
11/10/2017		17/422	Stephanie Campbell	£	14.85	£		£	14.85	Travel expenses
06/10/2017	21029	17/363	Borras	£	238,451.55	£	47,690.31	£	286,141.86	HLF
				<b>Direct Debits</b>						
07/10/2017	157189466/17		Total Gas & Power	£	1,217.44	£	243.49	£	1,460.93	
07/10/2017	157235182/17		Total Gas & Power	£	219.61	£		£	219.61	
				£	299,659.68	£	51,851.74	£	349,774.42	

**Authorise Payments - November 2017**  
**Month No 8**

Invoice Date	Invoice No	Our Ref Number	Supplier Name	Net Value	VAT	Invoice Total	Analysis Description
25/11/2017	N/A	SAL/NOV/01	Salaries	£ 14,671.27	-	£ 14,671.27	Salary
25/11/2017	N/A	SAL/NOV/02	Tax & NI	£ 4,711.66	-	£ 4,711.66	Tax & NI
25/11/2017	N/A	SAL/NOV/03	Pension	£ 4,988.88	-	£ 4,988.88	Pension
<b>Payments made between meetings</b>							
20/10/2017	N/A	17/364	Rainbow Print Media	£ 219.85	£	£ 219.85	Mayors Allowance
20/10/2017	N/A	17/365	S Campbell	£ 170.00	£	£ 170.00	Civic Dinner - recharge from Mayors Charity
19/10/2017	N/A	17/366	Alison Moses	£ 230.32	£	£ 230.32	Lantern expenses - craft items
19/10/2017	N/A	17/367	Alison Moses	£ 67.61	£	£ 67.61	Pumpkin expenses - SNC funded
19/10/2017	N/A	17/368	S Campbell	£ 165.15	£	£ 165.15	Civic Dinner - recharge from Mayors Charity
11/04/2017	3530	17/369	Travis Perkins	£ 16.61	£	£ 16.61	Consumables
28/10/2017	1688	17/370	Avon Services	£ 270.00	£ 54.00	£ 324.00	Boiler service - OFS
04/11/2017	17704	17/371	Fantastic Fireworks	£ 7,500.00	£ 1,500.00	£ 9,000.00	Fireworks - recharge from Mercedes
05/11/2017	LCS1	17/372	Long Catering Services Ltd	£ 78.00	£	£ 78.00	Fireworks - volunteers refreshment
07/11/2017	1	17/373	Wade Management	£ 120.00	£	£ 120.00	Fireworks - door staff x 2
07/11/2017	BTC-002	17/374	Acute Ambulance & Medical Services	£ 600.00	£	£ 600.00	Fireworks - first aid provision
06/11/2017	1371	17/375	Soundwave Audio	£ 1,625.25	£ 325.05	£ 1,950.30	Fireworks expenses - 50% recharge from Mercedes
10/11/2017	2	17/376	Old Fire Station Café - Restoration	£ 172.40	£	£ 172.40	HLF - event expenses
10/11/2017	3	17/377	Old Fire Station Café	£ 149.30	£	£ 149.30	HLF - event expenses
21/10/2017	4	17/378	The Old Fire Station Café (Mayors Charity a/c)	£ 2,340.00	£	£ 2,340.00	Civic Dinner - recharge from Mayors Charity
01/11/2017	N/A	17/379	Gill Judd (Crockery etc hire)	£ 400.50	£	£ 400.50	Civic Dinner - recharge from Mayors Charity
12/10/2017	963	17/380	Quick test	£ 45.00	£ 9.00	£ 54.00	PAT equipment
01/11/2017	N/A	17/381	The Rooms	£ 45.00	£	£ 45.00	Pumpkin expenses - SNC funded
31/10/2017	0	17/382	D Thompson	£ 100.00	£	£ 100.00	Mayors Allowance
01/11/2017	0	17/383	Old Fire Station Café	£ 22.00	£	£ 22.00	Pumpkin expenses - SNC funded
<b>Online payments</b>							
01/10/2017	1704	17/384	Meister Continental Foods	£ 2,500.00	£	£ 2,500.00	Rent for Unit 2
27/09/2017	25/02/1900	17/385	T L Electrical	£ 450.00	£ 90.00	£ 540.00	Unit - external lighting
30/09/2017	120815	17/386	Hydramex Ltd	£ 113.57	£ 22.72	£ 136.29	Consumables
12/10/2017	4006390	17/387	SNC	£ 310.00	£ 62.00	£ 372.00	Skatepark Feasibility Study - 50% contribution
14/10/2017	N/A	17/388	L Carter	£ 10.00	£	£ 10.00	Office keys
17/10/2017	7602	17/389	M-Trac	£ 105.00	£ 21.00	£ 126.00	Woodchipper blade sharpening
16/10/2017	N/A	17/390	Stuart Marsden Dancing Master	£ 225.50	£	£ 225.50	HLF - Georgian event
13/10/2017	88004	17/391	Boxwood & Brass	£ 1,400.00	£	£ 1,400.00	HLF - Georgian event
19/10/2017	350418	17/392	George Browns	£ 5.22	£ 1.04	£ 6.26	Headband
18/10/2017	15606056	17/393	Nisbets	£ 22.50	£ 4.50	£ 27.00	Carafes - Civic Expenses
18/10/2017	13110	17/394	White Horse Contractors Ltd	£ 4,755.12	£ 951.02	£ 5,706.14	St James Lake - drainage works
19/10/2017	6541	17/395	NCALC	£ 42.00	£	£ 42.00	CLL training - A Moses
18/10/2017	4677540	17/396	PEAC	£ 299.00	£ 59.80	£ 358.80	Photocopier rent
23/08/2017	16278	17/397	MP Printers	£ 60.00	£ 12.00	£ 72.00	Civic Dinner - recharge from Mayors Charity
31/08/2017	7721	17/398	Healthmatic	£ 494.17	£ 98.83	£ 593.00	OFS - Public toilets cleaning - September
05/10/2017	4006315	17/399	SNC	£ 950.00	£ 190.00	£ 1,140.00	Skatepark Noise Impact study - 50% contribution
23/10/2017	N/A	17/400	Stephanie Campbell	£ 22.25	£	£ 22.25	Civic Dinner - recharge from Mayors Charity
26/10/2017	896517	17/401	Kehoe Contractors	£ 760.00	£ 152.00	£ 912.00	Flag pole installation
25/10/2017	4006393	17/402	SNC	£ 60.94	£	£ 60.94	OP2 rental
31/10/2017	9718	17/403	A H Contracts	£ 475.20	£ 95.04	£ 570.24	Dog waste - October
30/10/2017	65374884	17/404	PHS Group	£ 16.20	£ 3.24	£ 19.44	Sanitary disposal

**Authorise Payments - November 2017**  
**Month No 8**

05/11/2017	N/A	17/405	M McCallum	£	30.00	£	-	£	30.00	Phone covers - expenses
31/10/2017	265	17/406	Ian Soden Heritage Services Ltd	£	3,178.30	£	635.66	£	3,813.96	HLF - Listing Building course
11/10/2017	2048	17/407	Greatfield Plants	£	1,181.14	£	236.23	£	1,417.37	Winter planting scheme
01/11/2017	7846	17/408	Healthmatic	£	494.17	£	98.83	£	593.00	OFS - Public toilets cleaning - October
31/10/2017	6841	17/409	Haverstock	£	6,086.00	£	1,217.20	£	7,303.20	HLF - Invoice 6841
10/10/2017	N/A	17/410	Robert D Bowerman (Oct)	£	62.42	£	-	£	62.42	Parking - October
10/10/2017	N/A	17/411	Robert D Bowerman (Nov)	£	62.42	£	-	£	62.42	Parking - November
01/10/2017	2721230	17/412	Fuel Genie	£	262.59	£	52.52	£	315.11	Fuel - October
31/10/2017	6630146931	17/413	Lyreco	£	146.81	£	29.36	£	176.17	Stationery
07/11/2017	1367970	17/414	Badgemaster	£	6.39	£	1.28	£	7.67	Councillors Badge
09/11/2017	N/A	17/415	A Moses	£	39.78	£	-	£	39.78	Flag pole cuffs - A Moses
07/11/2017	OP/109918	17/416	Sutcliffe Play	£	860.00	£	172.00	£	1,032.00	Cable installation
06/11/2017	30675	17/417	Flagpole Express	£	50.40	£	10.08	£	60.48	Flag pole cuffs
31/10/2017	INV0323	17/418	Ingham Pennock	£	2,000.00	£	400.00	£	2,400.00	HLF - Professional services
03/11/2017	Q1378	17/419	BT	£	675.79	£	135.16	£	729.95	Phone/broadband services
27/10/2017	INV10116	17/420	Block9 Display	£	52.00	£	-	£	52.00	Civic Dinner - recharge from Mayors Charity
11/11/2017	BRA001	17/421	Microshade Business Consultants	£	338.25	£	67.65	£	405.90	Hosting
01/11/2017	21078	17/422	Borras Construction	£	71,675.86	£	14,335.17	£	86,011.03	HLF - Invoice 21078
08/11/2017	132280	17/423	TCL Group	£	1,587.50	£	317.50	£	1,905.00	Grass matting and installation - various sites
31/10/2017	121781	17/424	Hydramex Ltd	£	56.00	£	11.20	£	67.20	Consumables
05/11/2017	H1516D0309	17/425	E-on	£	1.78	£	-	£	1.78	Electricity - TH
04/11/2017	N/A	17/426	Alison Moses	£	36.43	£	-	£	36.43	Fireworks/stationery
09/11/2017	1017973	17/427	Brian Sharps	£	54.17	£	10.83	£	65.00	Expenses - vehicles
10/11/2017	351411	17/428	George Browns	£	125.09	£	16.10	£	141.19	Consumables
09/11/2017	Q01024	17/429	BT	£	126.40	£	17.28	£	143.68	Telephone
08/11/2017	4006632	17/430	SNC	£	250.00	£	50.00	£	300.00	Fireworks - commercial bins x 6
09/11/2017	151228	17/431	Hazchem Safety	£	60.11	£	12.02	£	72.13	Cleaning products
10/11/2017	N/A	17/432	B Sharp	£	39.81	£	-	£	39.81	Trailer tyre
07/11/2017	158992432/17	17/433	Total Gas & Power	£	411.83	£	-	£	411.83	Electricity
08/11/2017	8060177634	17/434	Anglian Water	£	67.31	£	-	£	67.31	Unit - water
14/11/2017	1375	17/435	Soundwave Audio	£	354.00	£	70.80	£	424.80	Remembrance event - sound
13/11/2017	LC5002	17/436	Longs Catering Services Ltd	£	128.00	£	-	£	128.00	Remembrance event - refreshments
14/11/2017	2590	17/437	Rainbow Print Media	£	250.00	£	-	£	250.00	Remembrance event - leaflets
13/11/2017	1	17/438	The Old Fire Station Café	£	27.50	£	-	£	27.50	Lantern expenses - volunteers refreshments
31/10/2017	N/A	17/439	Mrs P M Goodger	£	110.00	£	-	£	110.00	Cheque for refund of ERB No 769
<b>Direct Debits</b>										
07/11/2017	158857792/17	DD/NOV/01	Total Gas & Power	£	90.37	£	4.52	£	94.89	Electricity - Town Centre
07/11/2017	158857770/17	DD/NOV/02	Total Gas & Power	£	454.11	£	22.70	£	476.81	Electricity
07/11/2017	158857781/17	DD/NOV/03	Total Gas & Power	£	52.10	£	2.61	£	54.71	Electricity - Unit
12/10/2017	316490	DD/NOV/04	SGW Payroll	£	60.00	£	12.00	£	72.00	Payroll costs - Month 7
14/11/2017	318972	DD/NOV/05	SGW Payroll	£	60.00	£	12.00	£	72.00	Payroll costs - Month 8
										<b>£ 119,018.49</b>
										<b>£ 21,601.94</b>
										<b>£ 164,911.24</b>

2017-18 Actual to 2018-19

Budget date Proposed

**101 Payroll**

4002 Salaries	208008	90948	263944
4010 PAYE/NI	19636	28697	24550
4015 Pensions	67473	36832	69778
4025 Payroll Costs	765	515	1200

**101 Net Expenditure 295882 156992 359472**

**151 General Administration**

4050 Audit Fees	2861	420	2976
4055 Architect/Legal Fees	5202	10750	5410
4060 Office Equipment	7500	2930	7800
4065 Election Expenses	6763	0	7033
4075 Travel	1040	625	1082
4080 Subscriptions	4682	3726	4869
4085 Insurance/Health & Safety	18000	13397	18000
4090 Stationery	1561	900	1623
4095 Postage	1873	652	1948
4100 Telephones	2081	2095	4000
4105 Conferences & Training	5100	78	2500
4110 Advertising & Publicity	1040	1750	1082
4115 Newsletter	6050	2230	6292
4120 Website	1040	150	500
Card Pay terminal			500

**151 Net Expenditure 64792 39703 65614**

**201 Depot**

4200 Vehicle Costs	2081	66	2164
4201 Vehicle Replacement Fund	25000	23575	3000
4210 Rates	9764	5703	10155



DRAFT Budget for Consultation  
2018-2019

	2017-18 Budget	Actual to date	2018-19 Proposed
4212 Gas	0		0
4214 Electricity	520	382	650
4216 Water	249	101	259
Additional Unit Rent	10000	5337	10400
Additional Unit Costs	0		0
4220 Equipment & Unit Repairs	2611	3783	14716 Install Mezzanine
4225 Fuel	3506	1027	3646
4230 Training	3081	1579	5000
4265 Cleaning	312	186	325
<b>201 Net Expenditure</b>	<b>57125</b>	<b>41739</b>	<b>50315</b>
<b>251 Town Hall</b>			
4210 Rates	0		5000
4212 Gas	0	2001	1500
4214 Electricity	0	435	1000
4216 Water	0	172	600
4250 Maintenance/Repairs	0		5000 * To Maintenance Fund
4255 Internal Decoration	0		0
4265 Cleaning	0		5000
4270 Town Hall Equipment	0		500
4275 Licences	2500	70	2600
4315 Temp Relocation & storage costs			0
Overhead Expenditure	2500	2678	21200
1100 Miscellaneous			
1250 Lettings		154	10000
<b>251 Net Expenditure</b>	<b>2500</b>	<b>2524</b>	<b>11200</b>

2018-2019

	2017-18 Budget	Actual to date	2018-19 Proposed
<b>261 Fire Station</b>			
4055 Architect/Legal Fees	1000	976	1040
4210 Rates	3000	850	1800
4214 Electricity	1500	1279	1560
4216 Water	1020		1061
4212 Gas	520	43	541
4290 Equipment		286	300
4250 Maintenance/Repairs	2550	2386	2652
4315 Miscellaneous Expenditure	9700	9677	0
4330 Signs/cleaning	6000	2628	6000
4275 Licences		236	
Loan repayments	19644	9822	19644
Overhead Expenditure	44934	28183	34598
Rental		2500	10000
Lettings	8000	4899	8000
<b>261 Net Expenditure</b>	<b>36934</b>	<b>20784</b>	<b>16598</b>
<b>271 Market Place</b>			
Rent	12000	6167	12480
4210 Rates	4900	2190	5096
Utilities	500		520
4250 Maintenance & Repair	200		10000 * New lease/ office move
4265 Cleaning		80	500
<b>271 Net Expenditure</b>	<b>17600</b>	<b>8437</b>	<b>28596</b>
<b>301 Town Centre</b>			
4055 Architect/Legal fees		98	0

2018-2019

	2017-18 Budget	Actual to date	2018-19 Proposed
4214 Electricity	1040	500	1082
4250 Maintenance	260		271
4300 Bus Shelters	520		541
4310 Town Centre	520	842	541
4315 Miscellaneous Expenditure	520		541
4320 SNC Toilets	5202		5410
4330 Signs	5208	120	541
4335 Blooming Brackley	4162	1526	4328
4340 Market Expenses	520		541
4305 War Memorial	520		541
Christmas Lights	20000	12766	20800
<b>Overhead Expenditure</b>	<b>38473</b>	<b>15852</b>	<b>35137</b>
1300 Fair Rights	2900	2900	3000
1305 Market Rents	3000	2072	3120
1310 Electricity Recharge	360	180	380
Christmas Lights from Reserves	0		0
<b>301 Net Expenditure</b>	<b>32213</b>	<b>10700</b>	<b>28637</b>
<b>351 Parks &amp; Open Spaces</b>			
4055 Architect/Legal Fees		1128	
4330 Signs	1061	439	3000 To update signage
4350 Open Space Equipment/Repairs	20404	3605	15000
4355 Play Equipment Inspect/Safety	2123	599	2208
4375 St James' Lake	2805	0	2917
4380 Fence Repairs	530	68	552
4385 Litter/Dog clearance	19686	3426	10000
4390 Open Spaces Rents	104	61	108

DRAFT Budget for Consultation  
2018-2019

	2017-18 Budget	Actual to date	2018-19 Proposed
4395 Ditches, Hedges & Trees	15606	9097	15000
4400 Grass Cutting	72000		74880
4410 Footway lighting	1561	141	1500
Purchase of Waste Bins			
Overhead Expenditure	135879	18564	125165
1100 Angling Club	1800	1750	1800
1355 Recharge for Services	1061		1103
1365 Allotments	120	120	120
<b>351 Net Expenditure</b>	<b>132898</b>	<b>16694</b>	<b>122141</b>
<b>401 Cemetery</b>			
4210 Rates	676	302	703
4210 Water	260	165	271
4216 Miscellaneous Expenditure	260	1906	271
4250 Maintenance/Repairs	0	619	0
4315 Transfer of Allotments			
4220 Maintenance & Equipment	2081	308	2164
Overhead Expenditure	3277	3300	3408
1400 Burials	9884	8125	10279
Bench Sales		619	0
Memorials	3121	1323	3246
<b>401 Net Expenditure</b>	<b>-9728</b>	<b>-6767</b>	<b>-10117</b>
<b>451 Grants &amp; Donatio</b>			
4450 s137 Grants	3000	20	3000

	2017-18 Budget	Actual to date	2018-19 Proposed
4455 Other Grants	9000	8450	10000
4460 Youth Council	1000	0	1000
Overhead Expenditure	13000	8470	14000
1450 Grants Received	0		
Donations Received	0		
<b>401 Net Expenditure</b>	<b>13000</b>	<b>8470</b>	<b>14000</b>
<b>501 Civic</b>			
4500 Mayor's Allowance	3500	978	3640
4505 Civic Functions	3277	214	8408 Opening of Town Hall
4510 Civic Expenses	1457	1158	1515
4520 Deputy Mayor's Allowance	350	0	364
4525 Civic Regalia Maintenance	500	524	520
Overhead Expenditure	9084	2874	14447
1500 Civic Function Income		325	
<b>501 Net Expenditure</b>	<b>9084</b>	<b>2549</b>	<b>14447</b>
<b>601 Events</b>			
Events Expenditure			5000 Fireworks
Events Income			0
<b>601 Net Expenditure</b>			<b>5000</b>
<b>701 Egerton</b>			
4210 Rates			1000
Utilities			1000

2018-2019

	2017-18 Budget	Actual to date	2018-19 Proposed
4250 Maintenance & Repair			500
4265 Cleaning			500
4275 Licences			500
Overhead expenditure			3500
1250 Lettings			2000
1100 Miscellaneous Income			200
<b>701 Net Expenditure</b>			<b>1300</b>
<b>Total Budgeted Expenditure</b>	<b>652301</b>	<b>301825</b>	<b>707203</b>
Precept	£589,700.00		£707,170.50
Surplus/deficit	<b>62601</b>		<b>32</b>
<b>The Budget equates to a 11.4% increase which is £17.43 for the average (Band D) household (assuming 5130 taxbase)</b>	<b>£120.42</b>		<b>£137.85</b>

Rec. No.	Recommendation	Response
<b>R1</b>	<b>Review of Expenditure</b> Following the repeal of s 150(5) of the Local Government Act 1972 local councils in England must identify and protect income and expenditure and the money represented by each. We note that payments made by BACS are input by the RFO, as the sole authority and these should be independently checked on a regular basis.	

**BRACKLEY TOWN COUNCIL**  
**Grants Panel Working Party**  
**10.30am Monday 30<sup>th</sup> October 2017 OFS**

Present: Cllr Baker, Cllr Cartmell, Cllr Ross, Cllr Sharps, Cllr P Wiltshire,

Officer: Mrs A Moses – RFO

**1. Apologies**

Apologies had been received from Cllr Thompson and Cllr Stimpson

**2. Declarations of interest**

Cllr Wiltshire – St Peters Church, Cllr Wiltshire took no part in the discussion of that particular application.

**3. To consider Grant Applications received for 2017/18**

Organisation	Amount Requested	Amount Granted	Comment	Power
St Peters Church	435.00	228.00	1/3 of the total cost for Lawn Mower	LGA 1972 s145
Street Watch	256.24	0	More information requested	
Abigail Dykes	400.00	0	Funding advice given	
Jean-Michel Dixte	3000.00	0	Retrospective application	
U3A	1000.00	0	Not considered appropriate	
<b>Total</b>	<b>£5091.24</b>	<b>£228.00</b>		

It was **RESOLVED** to **RECOMMEND** to the Finance and Policy Committee that:

Grants are allocated, as shown, to a total of £228.00 and that the remaining £2072.00 should be left in the budget for any further applications received during the course of the year.

**4. Any other Business**

The Grant application process to be reviewed and the form improved for the 2018/19 grant process. It must be made clear on the form that successful applicants are required to attend the Town Meeting to collect the cheques where possible.