

BRACKLEY TOWN COUNCIL
20 High Street, Brackley, Northants, NN13 7DS
Telephone: (01280) 702441
www.brackleynorthants-tc.gov.uk
town.clerk@brackleynorthants-tc.gov.uk

To: Cllrs Baker, Bagot-Webb, Cartmell, Ross, Sharps, Stimpson, Thompson (ex-officio), Tiller, Waldron and P Wiltshire

You are hereby summoned to attend a Meeting of the **Finance and Policy Committee** to be held on **Monday 19 October 2020**, following on from Direct Responsibilities. via Zoom. Meeting ID 981 0387 4289. Passcode 545885. Dial in 0131 460 1196.

Residents are very welcome to ask questions or speak to Councillors at the start of the meeting in the usual way. Please email town.clerk@brackleynorthants-tc.gov.uk if you require further assistance.

14 October 2020



Town Clerk

AGENDA

Members of the press and public are invited to attend

249/20 Apologies for absence

Members are asked to receive and approve apologies.

250/20 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.

251/20 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. The session will last for a maximum of 15 minutes with any individual contribution lasting a maximum of 3 minutes. Members of the public should address their representations through the Chairman of the meeting.

252/20 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 21 September 2020.

253/20 Finance reports

To receive for approval:

- 1) List of Accounts for October in the sum of £75,343.21
- 2) Reconciliation Sheet for September 2020

254/20 Half year outturn for budget planning – attached

Members are asked to note the attached report.

255/20 Meeting with the Northamptonshire police

A meeting was held on the 13 October with the Mayor, Cllr Sharps and police representatives. The Mayor will give a verbal update on the meeting.

256/20 Town Talk graphic design contract

Following a Task & Finish group held today, an update and recommendation will be provided. Members are requested to agree.

257/20 Matters for discussion or information

258/20 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.

259/20 Town Hall Lease

Update will be given to members

Minutes of the **Finance and Policy Committee** held on **Monday 21 September 2020**.

Present: Cllrs Bagot-Webb, Cartmell, Nash, Sharps, Thompson (ex-officio), Tiller, Waldron and P Wiltshire

Officers: Town Clerk (A Moses) and Deputy Town Clerk (K Hale)

202/20 Apologies for absence

Apologies have been received and accepted from Cllrs Baker, Ross and Stimpson

203/20 Declarations of interest

None.

204/20 Public participation

None.

205/20 Approval of minutes

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

approve the minutes of the previous meeting of the Finance and Policy Committee held on Monday 17 August 2020.

206/20 Finance reports

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

receive for approval:

- 1) List of Accounts for September in the sum of £142,592.76
- 2) Reconciliation Sheet for August 2020

207/20 Costing for future Town Talk

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

Get samples of works from those who quoted and set up a Task and Finish Group to investigate further.

Clerk to email councillors for membership to the Group.

208/20 Hallmaster Report for venues booking

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

Accept the recommendation in the report to agree to purchase the Hallmaster software.

209/20 BTC organised events 2020

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

agree the recommendations as outlined below for the forthcoming events organised by Brackley Town Council.

Fireworks - It is recommended that the Fireworks display for 2020 is

cancelled because it would not be possible to comply with the current Government Guidelines. BTC will promote safety messages during the run up to Fireworks night on all social media.

Remembrance & Armistice – It is recommended that the Remembrance and Armistice for 2020 is cancelled in line with the information received from the Joint Operations Team Northamptonshire Police and Northamptonshire Fire & Rescue Service

concerning possible arrangements relating to Remembrance/Armistice this year. They have now confirmed that all usual arrangements of parades and services within Northamptonshire have been cancelled though some local authorities will undertake a very low key laying of a wreath within their towns, keeping to the rule of 6 i.e. Mayor & RBL members only.

Christmas light switch on plus lantern parade - It is recommended that the Christmas Light Switch On and Lantern parade event is cancelled in 2020. BTC could encourage residents to all switch on their lights and decorations at the same time and post photos on BTC social media.

Carol Service – it is recommended that the Carol Service for 2020 is cancelled for 2020 because it would not be possible to comply with the current Government Guidelines.

210/20 Matters for discussion or information

None.

211/20 Exclusion of Press and Public

On the proposition of Cllr Waldron, it was **RESOLVED** 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.

212/20 Town Hall Due Diligence

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

Accept the recommendations contained in the report.

Meeting Closed at:

Signed:

Dated:

03/09/2020

Brackley Town Council

11:08

Balance Sheet as at 31/08/2020

31st March 2019

30th April 2020

Current Assets			
2,053	Debtors	3,344	
26,798	VAT Control A/c	37,502	
1,366,409	Current Bank Accounts	1,313,144	
0	Creditors	49,084	
<u>1,395,260</u>			<u>1,403,074</u>
1,395,260	Total Assets		1,403,074
Current Liabilities			
50,033	Creditors	0	
<u>50,033</u>			<u>0</u>
1,345,227	Total Assets Less Current Liabilities		1,403,074
Represented By			
1,170,473	General Reserves		1,228,320
174,754	Earmarked Reserves		174,754
<u>1,345,227</u>			<u>1,403,074</u>

The above statement represents fairly the financial position of the authority as at 31/08/2020 and reflects its Income and Expenditure during the year.

Signed : _____ Date : _____
Chairman

Signed : _____ Date : _____
Responsible
Financial
Officer

Purchase Ledger for Month No 7

Order by Invoices Entered

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Nominal Ledger Analysis				Analysis Description
							Invoice Total	A/C	Centre	Amount	
16/09/2020	SS14003	318	NORTHAN	NOR99002	120.00	24.00	144.00	4250	281	120.00	Aircon Service 20 High Street
18/06/2020	7419	319	HAVERSTOCK	HAV	11,779.94	2,355.99	14,135.93	4285	252	11,779.94	HLF
07/08/2020	20044615	320	WPD	WPD99001	360.00	72.00	432.00	4212	251	360.00	Service Charge Smart Meter TH
10/07/2020	321	321	BOWERMAN	BOW99001	41.66	0.00	41.66	4218	151	41.66	Parking July
10/08/2020	322	322	BOWERMAN	BOW99001	41.66	0.00	41.66	4218	151	41.66	Parking August
10/09/2020	323	323	BOWERMAN	BOW99001	41.66	0.00	41.66	4218	151	41.66	Parking September
22/09/2020	20779	324	AMBIVENT	AMB99001	608.00	121.60	729.60	4250	251	608.00	PCB to pressurisation unit TH
28/09/2020	4340	325	TAYPLAY	TAY99001	50.10	10.02	60.12	4250	351	50.10	Rope Town Park play equipment
18/09/2020	100565	326	E-ON	EON	83.37	16.67	100.04	4214	301	83.37	Street Light Maintenance
23/09/2020	387806	328	GEO	GEO99001	195.83	39.17	235.00	4251	201	195.83	Chainsaw
10/09/2020	229653306/20	329	TGP	TOT99001	333.26	19.66	352.92	4214	701	333.26	Electric Egerton August
06/10/2020	1149	330	YOUNGS	YOU99001	171.71	34.34	206.05	4265	270	171.71	Laundry The Loft
07/09/2020	137	331	HUNN	HUN99001	235.00	0.00	235.00	4265	270	235.00	Cleaning The Loft
28/09/2020	BR0000103605	332	TYRE	TYR99001	100.00	20.00	120.00	4200	201	100.00	2 x Tyre for Van
02/10/2020	961630054	DDOCT01	GAS	BRI99003	37.14	1.85	38.99	4214	281	37.14	Electric 20 High Street
24/09/2020	003449	333	D2D	D2D99001	535.00	107.00	642.00	4115	151	535.00	Distribution Town Talk
25/09/2020	325968	334	GARDEN HIRE	GHS99001	32.34	6.46	38.80	4251	201	32.34	Purchase Tools
28/09/2020	152226	335	BUZZ CATERING	BUZZ99001	63.24	12.65	75.89	4085	151	63.24	Hand Sanitizer Liquid
23/07/2020	SI-859	336	PRIME COMPLIANCE	PRI99002	990.00	198.00	1,188.00	4085	251	247.50	Legionella risk Assessment TH
17/07/2020	0000114579	337	SMITH	SMI99001	150.00	30.00	180.00	4250	251	247.50	Legionella risk Assessment EH
26/09/2020	103429	338	PARAGON	PAR99001	28.00	5.60	33.60	4350	351	247.50	Legionella risk Assessment OFS
26/09/2020	103430	339	PARAGON	PAR99001	124.00	24.80	148.80	4350	351	247.50	Legionella risk Asses 20 High
29/09/2020	340	340	SNC	SNC	2,586.60	0.00	2,586.60	4210	261	150.00	Faulty call out TH Clock
30/09/2020	0000398922	DDOCT02	SGW	SGW	66.00	13.20	79.20	4025	101	28.00	Cat Scan Pipe Detect.Wordsworth
30/09/2020	72554321	DDOCT03	O2	O299001	136.07	27.21	163.28	4100	151	124.00	Mini Digger/Hole Bore Wordswot
										2,586.60	Rates OFS
										66.00	Payroll Month 6
										136.07	Mobile Phones

Purchase Ledger for Month No 7

Order by Invoices Entered

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis			Analysis Description
								A/C	Centre	Amount	
07/10/2020	221894128	DDOCT04	TGP	TOT99001	127.21	6.36	133.57	4212	251	127.21	Gas TH 31/08-30/09/20
16/09/2020	67762873	341	PHS	PHS	30.25	6.05	36.30	4265	701	30.25	Washrooms Egerton
30/09/2020	155393	342	HYDRAMEX	HYD001	96.28	19.25	115.53	4200	201	96.28	Vehicle Costs/Parts
30/09/2020	0564	343	ALPINE	ALP99001	128.00	25.60	153.60	4265	281	128.00	Cleaning 20 High street
29/09/2020	072156	344	HAGS	HAG99001	25.00	5.00	30.00	4200	201	25.00	Vehicle Parts
29/09/2020	HM2571	345	HALLMASTER	HAL99001	661.00	132.20	793.20	4275	151	661.00	Venue Licence for Bookings Sys
30/09/2020	346	346	STAFF	STAFF	23.94	0.00	23.94	4075	151	23.94	Travel Expense
01/10/2020	20200017	347	URZANMYNE	URZ99001	100.00	0.00	100.00	4110	151	100.00	design presentation folders
02/10/2020	348	348	HM LAND REGISTRY	HML99001	6.00	0.00	6.00	4315	151	6.00	Land Registry Search
01/10/2020	INOO88564	349	TUDOR	TUD99001	129.80	25.96	155.76	4085	151	129.80	Safety Glasses & Gloves
02/10/2020	10292	350	HEALTH	HEA99001	494.17	98.83	593.00	4265	261	494.17	Cleaning OFS Toilets
05/10/2020	5012	351	RIO WORKWEAR	RIO99001	28.50	5.70	34.20	4085	151	28.50	Work Guard Trousers
22/09/2020	348597599	352	AMAZON	AMA99001	17.72	3.55	21.27	4090	151	17.72	Multi Coloured Paper
24/09/2020	351765354	353	AMAZON	AMA99001	300.42	60.09	360.51	4090	151	300.42	Printer Ink Cartridge
24/09/2020	1269751815	354	AMAZON	AMA99001	251.49	50.30	301.79	4251	201	251.49	V-Twn Air Compressor
24/09/2020	351779000	355	AMAZON	AMA99001	150.42	30.09	180.51	4060	151	150.42	HD Monitor
24/09/2020	124542991	356	AMAZON	AMA99001	43.32	8.66	51.98	4060	151	43.32	Carpet Protector Chair Mat
24/09/2020	144348211	357	AMAZON	AMA99001	12.07	2.41	14.48	4060	151	12.07	2 x thernet Cables
24/09/2020	1244810095	358	AMAZON	AMA99001	20.85	4.17	25.02	4060	151	20.85	HDMI Cable
24/09/2020	352103102	359	AMAZON	AMA99001	25.53	5.10	30.63	4060	151	25.53	Wireless Mouse & Keyboard
24/09/2020	655583425	360	AMAZON	AMA99001	8.32	1.67	9.99	4085	151	8.32	5 x pack Mouth Cover Face Mask
25/09/2020	352813855	361	AMAZON	AMA99001	171.24	34.22	205.46	4060	151	171.24	6 Powerline Data Transfer Kits
29/09/2020	1011910125	362	AMAZON	AMA99001	28.32	5.66	33.98	4060	151	28.32	Wireless Mouse & Keyboard
16/09/2020	4018579	363	SNC	SNC	4,000.00	0.00	4,000.00	4320	301	4,000.00	Contribution Toilets Market PI
14/09/2020	GB124542991	364	AMAZON	AMA99001	20.82	4.17	24.99	4060	151	20.82	1 x carpet protector mat
14/09/2020	125543661	365	AMAZON	AMA99001	16.66	3.33	19.99	4090	151	16.66	A4 Folders
27/08/2020	219473666/20	DDOCT07	TGP	TOT99001	79.49	15.90	95.39	4212	701	79.49	Gas EH 24/07 - 26/08/2020
05/10/2020	366	366	WOODLAND	WOO99002	48.00	0.00	48.00	4080	151	48.00	Annual Membership
11/10/2020	4018620	367	SNC	SNC	60.94	0.00	60.94	1360	351	60.94	OP2 Rent

Purchase Ledger for Month No 7

Order by Invoices Entered

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis			Analysis Description
								A/C	Centre	Amount	
28/09/2020	266366	368	BEETEE	BEE99001	87.50	17.50	105.00	4250	261	87.50	Engineer Call Out OFS
28/09/2020	266349	369	BEETEE	BEE99001	80.00	16.00	96.00	4250	261	80.00	Engineer Call Out OFS
30/09/2020	10403651	370	ALTERNATIVE	ALT99001	50.10	10.02	60.12	4100	251	50.10	Alarms TH
01/10/2020	4722350	371	FUEL GENIE	FUEL	475.11	95.00	570.11	4225	201	475.11	Fuel September
29/09/2020	20808	372	AMBIVENT	AMB99001	540.00	108.00	648.00	4250	261	540.00	Prevent Maintenance OFS
29/09/2020	20807	373	AMBIVENT	AMB99001	1,950.00	390.00	2,340.00	4250	701	1,950.00	Prevent Maintenance EH
11/10/2020	13614	374	MICROSHADE	MIC99001	563.39	112.68	676.07	4060	151	563.39	Citrix Hosting Fee
30/09/2020	CRN001287	375	SNC	SNC	-189.58	0.00	-189.58	4385	351	-189.58	Refuse Suspension Covid-19
06/10/2020	307	376	HIPPO LOCKS	HIP99001	80.00	0.00	80.00	4250	261	80.00	Fit New Cylinder Lock OFS
05/09/2020	1087	377	YOUNGS	YOU99001	79.29	15.86	95.15	4265	270	79.29	Laundry The Loft
08/10/2020	379	370	STAFF	STAFF	24.60	0.00	24.60	4095	151	24.60	K Hale - Postage
08/10/2020	380	380	STAFF	STAFF	36.48	0.00	36.48	4095	151	36.48	A Gee - Postage
05/10/2020	125834951	381	AMAZON	AMA99001	2.59	0.52	3.11	4200	201	2.59	Puncture Repair Kit Bike
06/10/2020	129281151	382	AMAZON	AMA99001	3.16	0.63	3.79	4200	201	3.16	Car Light Bulbs
06/10/2020	369081242	383	AMAZON	AMA99001	18.59	3.72	22.31	4200	201	18.59	Tyre for Bike
07/10/2020	BK13938	384	SLCC	SLCC	25.00	5.00	30.00	4105	151	25.00	National Conference - A Moses
05/10/2020	385	385	STAFF	STAFF	94.05	0.00	94.05	4075	151	94.05	Travel Costs _ M McCallum
02/10/2020	H18FF16654	386	E-ON	EON	261.32	13.07	274.39	4214	301	261.32	Street Lights July-Sept
02/04/2020	H18533F0E7	387	E-ON	EON	258.48	12.92	271.40	4214	301	258.48	Street Light Jan-March
07/10/2020	388	388	OVENSMAST	OVE99001	45.00	0.00	45.00	4265	270	45.00	Oven Clean The Loft
08/10/2020	222043596/20	DDOCT05	TGP	TOT99001	176.99	8.85	185.84	4214	261	176.99	Electric OFS July-Oct
08/10/2020	0000400152	DDCOT06	SGW	SGW	66.00	13.20	79.20	4025	101	66.00	Payroll Month 7
08/10/2020	389	389	JESSETT	HOW99001	678.95	0.00	678.95	4085	281	678.95	Building Ins 20 High street
11/10/2020	222960930/20	390	TGP	TOT99001	361.52	72.32	433.84	4214	701	361.52	Electric EH Sept'20
11/10/2020	222960920/20	391	TGP	TOT99001	56.50	5.82	62.32	4214	201	56.50	Electric Unit 2 04/09-03/10/20
11/10/2020	392	392	HUNN	HUN99001	25.80	0.00	25.80	4265	270	25.80	Cleaning Products The Loft
11/10/2020	1090375802167	393	SNC	SNC	883.79	0.00	883.79	4210	261	883.79	Rates OFS 20/21
11/10/2020	DDOCT07	DDOCT07	LLOYDS	LB	5.50	0.00	5.50	4040	151	5.50	Service Charge
30/09/2020	150001962500009	DDOCT08	LLOYDS	LB	16.99	0.00	16.99	4125	151	16.99	Cardnet Service Charge

Purchase Ledger for Month No 7

Order by Invoices Entered

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
12/10/2020	0000811698	394	WICKSTEED	WICK	173.60	34.72	208.32	4355	351	173.60	Rubber Seat - Falcon Play Area
20/09/2020	INV42363604	327	ZOOM	ZOO99001	11.99	2.40	14.39	4080	151	11.99	Zoom Meetings
06/10/2020	221535946/20	378	TGP	TOT99001	329.97	66.00	395.97	4214	251	329.97	Electric TH Sept'2020
12/10/2020	1105587940	395	SCREWFIX	SCR99001	51.65	10.33	61.98	4250	261	51.65	Room Thermostat for OFS
13/10/2020	IN0090330	396	TUDOR	TUD99001	95.75	16.52	112.27	4085	201	47.75	Safety Boots & Gloves
25/10/2020	397	397	BRACKLEY	BTC	21,754.65	0.00	21,754.65	4000	101	48.00	Gear Lubricant & Resin Solvent
25/10/2020	398	398	HMRC	HMRC	7,355.20	0.00	7,355.20	4002	101	10,983.67	Salary - Grounds
25/10/2020	399	399	NCC	NCC001	8,071.37	0.00	8,071.37	4020	101	3,241.16	Tax & NI - Grounds
								4010	101	4,114.04	Tax & NI -Office
								4030	101	3,364.81	Pension - Grounds
								4015	101	4,706.56	Pension - Office

TOTAL INVOICES 70,617.64 4,725.57 75,343.21

VAT ANALYSISCODE F @ 5.00% 1,250.90 68.53 1,319.43

VAT ANALYSISCODE S @ 20.00% 23,298.48 4,657.04 27,955.52

VAT ANALYSISCODE Z @ 0.00% 46,068.26 0.00 46,068.26

TOTALS 70,617.64 4,725.57 75,343.21

70,617.64

06/10/2020

Brackley Town Council

09:47

Balance Sheet as at 30/09/2020

31st March 2019

30th April 2020

		Current Assets	
2,053		Debtors	3,061
26,798		VAT Control A/c	16,297
1,398,409		Current Bank Accounts	1,819,616
0		Creditors	15,798
<u>1,395,260</u>			<u>1,854,769</u>
1,395,260	Total Assets		1,854,769
		Current Liabilities	
50,033		Creditors	0
<u>50,033</u>			<u>0</u>
1,345,227	Total Assets Less Current Liabilities		1,854,769
Represented By			
1,170,473	General Reserves		1,680,016
174,754	Earmarked Reserves		174,754
<u>1,345,227</u>			<u>1,854,769</u>

The above statement represents fairly the financial position of the authority as at 30/09/2020 and reflects its Income and Expenditure during the year.

Signed : _____ Date : _____
Chairman

Signed : _____ Date : _____
Responsible
Financial
Officer

Date: 06/10/2020

Time: 09:42

Brackley Town Council

Page 1

Bank Reconciliation Statement as at 30/09/2020
for Cashbook 1 - Current Bank Accounts

User: AG

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account - 00059916	30/09/2020	20	589,804.12
Treasurers Account - 26055660	30/09/2020	2	10,000.00
Capital Account - 25225068	30/09/2020	16	1,018,439.30
Deposit Account - 00228866	30/09/2020	27	201,229.08
			<hr/>
			1,819,572.50
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
20/08/2020 190 Garden and Hire Spares Ltd		-17.85	
04/09/2020 match Viking		-26.08	
			<hr/>
			-43.93
			<hr/>
			1,819,616.43
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/>
			0.00
			<hr/>
			1,819,616.43
		Balance per Cash Book is :-	1,819,616.43
		Difference is :-	0.00

Budget Monitoring Report to 30 September 2020
Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Funds Available	% Spent	Notes (6 months 50%)
101 Payroll							
4000 Salaries - Office	123376	58572	249029	190457	190457	23.5%	
4002 Salaries - Ground Staff	108809	57091	176532	119441	119441	32.3%	
4010 PAYE/NI - Office Staff	47998	24411	0	(24,411)	(24,411)	0.0%	
4015 Pensions - Office Staff	56855	28025	0	(28,025)	(28,025)	0.0%	
4020 PAYE/NI - Ground Staff	29237	18690	0	(18,690)	(18,690)	0.0%	
4025 Payroll costs	791	418	1500	1082	1082	27.9%	
4030 Pensions - Ground Staff	40521	20576	0	(20,576)	(20,576)	0.0%	
Payroll :- Indirect Expenditure	407587	207781	427061	219280	219280	48.7%	NI and Pens not split but on budget overall
151 General Administration							
1076 Precept	761620	839867	839867	0		100.0%	
1090 Interest Received	407	271	0	(271)			
1100 Miscellaneous Income	2153	166	0	(166)			
1110 Legal Fee Income	40	0	0	0		0.0%	
General Administration :- Income	764220	840304	839867	(437)		100.1%	Precept all in
1085 Insurance/Health & Safety	1815	207	0	(207)	(207)	0.0%	Refunds from hire equipment insurance
4025 Payroll costs	141	0	0	0	0	0.0%	
4040 Bank Charges	1229	49	400	351	351	12.2%	
4050 Audit Fees	3720	445	4000	3555	3555	11.1%	
4055 Architect/Legal Fees	3296	0	5000	5000	5000	0.0%	
4060 Office Equipment	11236	5496	20000	14504	14504	27.5%	
4065 Election Expenses	0	0	7000	7000	7000	0.0%	
4075 Travel	1941	719	2000	1281	1281	36.0%	
4080 Subscriptions	5764	4388	5000	612	612	87.8%	Most subs paid at beginning of financial yr
4085 Prof Fees - Ins/Health&Saf/HR	11361	12374	16000	3626	3626	77.3%	Insurance premium paid for year
4090 Stationery	3209	81	5000	4919	4919	1.6%	
4095 Postage	1639	327	2000	1673	1673	16.4%	
4100 Telephones	1705	581	2000	1419	1419	29.1%	
4105 Conferences & Training	2878	0	2500	2500	2500	0.0%	
4110 Advertising & Publicity	471	0	2000	2000	2000	0.0%	
4115 Town Talk	6086	1211	5000	3789	3789	24.2%	
4120 Website	1620	6200	10000	3800	3800	62.0%	App paid for
4125 Card Pay Terminal	713	266	900	634	634	29.6%	
4218 Rent	521	125	500	375	375	25.0%	
4230 Training	945	0	0	0	0	0.0%	
4250 Maintenance/Repairs	468	0	0	0	0	0.0%	
4270 Venue Equipment	225	0	0	0	0	0.0%	
4275 Licences	77	46	0	(46)	(46)		No budget set for this year - virement needed
4315 Misc. Expenditure	1673	232	0	(232)	(232)		
4330 Signs	330	444	0	(444)	(444)		
4380 Fence Repairs	69	0	0	0	0	0.0%	
4600 S106	17171	0	0	0	0	0.0%	
General Administration :- Indirect Expenditure	80304	33192	89300	56108	56108	37.2%	
201 Units							
1085 Insurance/Health & Safety	376	0	0	0	0	0.0%	
4085 Prof Fees - Ins/Health&Saf/HR	1697	3471	2000	(1,471)	(1,471)	173.6%	Tractor/Vehicle Ins including tractor (S106 money will cover this) Next yr we will split this code out
4100 Telephones	0	656	0	(656)	(656)		No budget set for this year - virement needed
4200 Vehicle Costs & Maintenance	5592	3058	10000	6942	6942	30.6%	
4201 Vehicle Replacement Fun	0	15265	0	(15,265)	(15,265)		Pick-up - money to be transferred from S106
4210 Rates	7463	7585	7800	215	215	97.2%	Paid
4214 Electricity	1047	403	1300	897	897	31.0%	
4216 Water	221	114	300	186	186	38.1%	
4218 Rent	10000	5333	10500	5167	5167	50.8%	
4220 Unit 1 Repairs/Costs	552	0	600	600	600	0.0%	
4221 Unit 2 Repairs/Costs	162	0	600	600	600	0.0%	
4225 Fuel	2545	1031	4000	2969	2969	25.8%	
4230 Training	810	0	3000	3000	3000	0.0%	
4250 Maintenance/Repairs	1641	101	2000	1899	1899	5.1%	
4251 Tools Purchase	5140	743	5000	4257	4257	14.9%	
4265 Cleaning	115	12	300	288	288	3.8%	
4270 Venue Equipment	426	70	0	(70)	(70)		
4600 S106	0	44200	0	(44,200)	(44,200)		Tractor - money to be transferred from S106
Units :- Indirect Expenditure	37787	82041	47400	(34,641)	(34,641)	173.1%	
251 Town Hall							
1250 Lettings - Town Hall	11139	2861	15000	12139		19.1%	Venue closure
1251 Rental - Town Hall Cafe	10000	0	0	0		0.0%	
Town Hall :- Income	21139	2861	15000	12139		19.1%	
4055 Architect/Legal Fees	24874	17456	5000	(12,456)	(12,456)	349.1%	Final Payments for TH (HLF funding due in)

4085 Prof Fees - Ins/Health&Saf/HR	466	95	0	(95)	(95)		No budget set
4100 Telephones	4279	837	2000	1163	1163	41.9%	
4210 Rates	7856	7984	8500	516	516	93.9%	
4212 Gas	4386	1051	4114	3063	3063	25.5%	
4214 Electricity	4440	2011	4200	2189	2189	47.9%	
4216 Water	174	126	1000	874	874	12.6%	
4250 Maintenance/Repairs	3982	1482	10000	8518	8518	14.8%	
4265 Cleaning	3035	448	5000	4552	4552	9.0%	
4270 Venue Equipment	25499	73	500	427	427	14.5%	Venue closure
4275 Licences	180	0	1000	1000	1000	0.0%	
Town Hall :- Indirect Expenditure	79172	31562	41314	9752	9752	76.4%	
6000 plus Transfer from EMR	20202	0					
252 Heritage Lottery Fund							
1270 Heritage Lottery Income	0	155283	0	(155,283)			HLF Income
Heritage Lottery Fund :- Income	0	155283	0	(155,283)			
4285 Heritage Lottery Expenditure	83202	80850	0	(80,850)	(80,850)	0.0%	
Heritage Lottery Fund :- Indirect Expenditure	83202	80850	0	(80,850)	(80,850)		
261 Old Fire Station							
1260 Lettings - Old Fire Station	10341	(158)	9000	9158		(1.8%)	Refunds given for cancelled bookings
1261 Rental - Old Fire Station Cafe	9175	1250	12000	10750		10.4%	Café closed and then reduced rent
Old Fire Station :- Income	19516	1092	21000	19908		5.2%	
4055 Architect/Legal Fees	0	0	1000	1000	1000	0.0%	
4085 Prof Fees - Ins/Health&Saf/HR	942	0	1000	1000	1000	0.0%	
4100 Telephones	1817	1025	2000	975	975	51.3%	
4210 Rates	1768	0	1900	1900	1900	0.0%	
4212 Gas	(180)	538	0	(538)	(538)		Virement needed
4214 Electricity	4224	1220	7000	5780	5780	17.4%	
4216 Water	0	0	500	500	500	0.0%	
4250 Maintenance/Repairs	1482	213	5000	4787	4787	4.3%	
4265 Cleaning	7841	3047	8500	5453	5453	35.8%	
4270 Venue Equipment	954	0	1000	1000	1000	0.0%	
4275 Licences	415	70	700	630	630	10.0%	
4290 OFS - Equipment	350	0	0	0	0	0.0%	
Old Fire Station :- Indirect Expenditure	19613	6113	28600	22487	22487	21.4%	
270 The Loft							
1245 Lettings - The Loft	4499	2500	5000	2500		50.0%	Loft getting busier
The Loft :- Income	4499	2500	5000	2500		50.0%	
4250 Maintenance/Repairs	108	0	0	0	0	0.0%	
4265 Cleaning	2188	334	3592	3258	3258	9.3%	
4270 Venue Equipment	124	0	0	0	0	0.0%	
4275 Licences	155	158	170	13	13	92.6%	TV licence paid
4330 Signs	466	0	100	100	100	0.0%	
The Loft :- Indirect Expenditure	3040	492	3862	3370	3370	12.7%	
271 9 Market Place - DO NOT USE							
4210 Rates	(198)	0	0	0	0	0.0%	
9 Market Place - DO NOT USE :- Indirect	(198)	0	0	0	0		
281 20 High Street							
4085 Prof Fees - Ins/Health&Saf/HR	2293	62	1000	938	938	6.2%	
4100 Telephones	1864	1746	1000	(746)	(746)	174.6%	Expenditure from 19/20 Journals required
4210 Rates	0	0	3000	3000	3000	0.0%	
4214 Electricity	2779	652	3000	2348	2348	21.7%	
4218 Rent	13500	6750	13500	6750	6750	50.0%	
4250 Maintenance/Repairs	1772	0	1000	1000	1000	0.0%	
4265 Cleaning	1260	704	2000	1296	1296	35.2%	
4270 Venue Equipment	962	0	500	500	500	0.0%	
4315 Misc. Expenditure	86	0	0	0	0	0.0%	
4330 Signs	1175	0	0	0	0	0.0%	
20 High Street :- Indirect Expenditure	25691	9913	25000	15087	15087	39.7%	
301 Town Centre							
1250 Lettings - Town Hall	750	30	0	(30)		0.0%	
1300 Fair Rights	2470	3000	3000	0		100.0%	
1305 Friday Market	5823	2492	6500	4008		38.3%	
1310 Electricity Recharge	497	127	380	253		33.5%	
Town Centre :- Income	9540	5649	9880	4231		57.2%	
4210 Rates	261	0	0	0	0	0.0%	
4214 Electricity	3528	615	4000	3385	3385	15.4%	
4250 Maintenance/Repairs	1129	0	500	500	500	0.0%	
4300 Bus Shelters	0	0	200	200	200	0.0%	
4305 War Memorial	0	0	500	500	500	0.0%	
4310 Town Centre Equipment	998	0	500	500	500	0.0%	
4320 SNC Toilets	4000	0	4000	4000	4000	0.0%	
4330 Signs	33	0	500	500	500	0.0%	

4335 Brackley Flowerbeds	2445	1457	4500	3043	3043	32.4%	
4340 Market Expenses	0	0	500	500	500	0.0%	
4345 Christmas Lights	32101	0	21000	21000	21000	0.0%	
Town Centre :- Indirect Expenditure	44495	2072	36200	34128	34128	5.7%	
351 Parks & Open Spaces							
1100 Miscellaneous Income	9500	0	0	0		0.0%	
1355 Angling Club	0	0	1800	1800		0.0%	
1360 Rent OP2	(244)	(122)	120	242		(101.6%)	Expenditure set against an income code - will resolve at budget setting
1365 Recharge for Services	370	0	0	0		0.0%	
1370 Allotments	182	120	120	0		100.0%	Income all received
1375 Barrel Lines rent	20	0	15	15		0.0%	
Parks & Open Spaces :- Income	9829	(2)	2055	2057		(0.1%)	
4055 Architect/Legal Fees	4841	0	2000	2000	2000	0.0%	
4250 Maintenance/Repairs	0	668	0	(668)	(668)		Wrong code - journal required
4315 Misc. Expenditure	85	0	0	0	0	0.0%	
4330 Signs	1480	(853)	1000	1853	1853	(85.3%)	Payment in from Bellway for Central Park Signs Preventative barriers/bridge report - money due back from S106
4350 Open Space Equipment & Repairs	6477	10850	5000	(5,850)	(5,850)	217.0%	RoSPA Reports
4355 Play Equip. Inspect/Security	1012	1081	1000	(81)	(81)	108.1%	Repairs undertaken to Riverbank
4375 St James' Lake	0	3121	3200	79	79	97.5%	
4380 Fence Repairs	547	0	1000	1000	1000	0.0%	
4385 Litter/Dog Clearance	22529	12907	25500	12593	12593	50.6%	
4390 Open Spaces Rents	1266	0	250	250	250	0.0%	
4395 Ditches, Hedges & Trees	8357	3075	21000	17925	17925	14.6%	
4396 Biodiversity Works	2520	0	0	0	0	0.0%	
4400 Grass Cutting	72035	17483	100000	82517	82517	17.5%	
4410 Footway Lighting	0	0	1000	1000	1000	0.0%	
4600 S106	0	3098	0	(3,098)	(3,098)		
Parks & Open Spaces :- Indirect Expenditure	121148	51430	160950	109520	109520	32.0%	
6000 plus Transfer from EMR	6056	0					
401 Cemetery							
1100 Miscellaneous Income	50	0	0	0		0.0%	
1400 Burials	16825	12140	21250	9110		57.1%	
1405 Memorials	2600	1915	2000	85		95.8%	
Cemetery :- Income	19475	14055	23250	9195		60.5%	
4210 Rates	504	589	530	(59)	(59)	111.1%	Awaiting for credits from SNC
4216 Water	105	100	250	150	150	39.8%	
4250 Maintenance/Repairs	120	190	500	310	310	38.0%	
4315 Misc. Expenditure	0	0	250	250	250	0.0%	
4380 Fence Repairs	1188	0	0	0	0	0.0%	
4430 Maintenance & Equipment - CEM	0	0	500	500	500	0.0%	
4435 Cemetery Improvements	54	0	3500	3500	3500	0.0%	
Cemetery :- Indirect Expenditure	1971	878	5530	4652	4652	15.9%	
451 Grants & Donations							
4450 S137 Grants	2822	0	100	100	100	0.0%	
4455 Other Grants	9262	9655	12000	2346	2346	80.5%	Grant allocation given
Grants & Donations :- Indirect Expenditure	12084	9655	12100	2446	2446	79.8%	
501 Civic							
4265 Cleaning	20	0	0	0	0	0.0%	
4500 Mayor's Allowance	2483	660	3800	3140	3140	17.4%	
4510 Civic Costs	3953	68	5000	4933	4933	1.4%	
4520 Deputy Mayor's Allowance	58	384	380	(4)	(4)	101.0%	Expenditure from year before - journal required
4525 Civic Regalia Maintenance	560	26	1000	974	974	2.6%	
Civic :- Indirect Expenditure	7073	1138	10180	9042	9042	11.2%	
601 Events							
1105 Events Income	20253	0	15000	15000		0.0%	
Events :- Income	20253	0	15000	15000		0.0%	
4550 Event costs	23563	225	45000	44775	44775	0.5%	
Events :- Indirect Expenditure	23563	225	45000	44775	44775	0.5%	
701 Egerton Hall							
1255 Lettings - Egerton Hall	20927	(619)	29000	29619		(2.1%)	More refunds than income - venues re-opened 1
Egerton Hall :- Income	20927	(619)	29000	29619		(2.1%)	.9.20
4085 Prof Fees - Ins/Health&Saf/HR	2098	95	1700	1605	1605	5.6%	
4100 Telephones	(179)	0	800	800	800	0.0%	
4210 Rates	6714	0	7500	7500	7500	0.0%	
4212 Gas	2509	1073	3355	2282	2282	32.0%	
4214 Electricity	4181	1289	4000	2711	2711	32.2%	

4216 Water	0	0	1200	1200	1200	0.0%
4250 Maintenance/Repairs	684	150	3000	2850	2850	5.0%
4255 Internal Decoration	0	0	1000	1000	1000	0.0%
4265 Cleaning	6697	320	4500	4180	4180	7.1%
4270 Venue Equipment	3777	141	0	(141)	(141)	0.0%
4275 Licences	2140	0	500	500	500	0.0%
4330 Signs	362	0	0	0	0	0.0%
4600 S106	160242	0	0	0	0	0.0%
Egerton Hall :- Indirect Expenditure	189226	3068	27555	24487	24487	11.1%
801 Developers Fund						
1100 Miscellaneous Income	49149	0	0	0		0.0%
1600 S106 income	599576	0	0	0		0.0%
1610 CIL income	8192	8830	0	(8,830)		0.0%
Developers Fund :- Income	656916	8830	0	(8,830)		
4600 S106	(505,266)	0	0	0	0	0.0%
Developers Fund :- Indirect Expenditure	(505,266)	0	0	0	0	
Grand Totals:- Income	1546314	1029953	960052			107.3%
						£155K in from HLF
						At this point we are 4.2% overspent but this does not include S106 (£60K) which we need to move over nor SNC HLF contribution (£60K)
Expenditure	630493	520411	960052	439641	439641	54.2%
Net Income over Expenditure	915820	509542	0			
plus Transfer from EMR	26258	0				
Movement to/(from) Gen Reserve	942078	509542				