

Report from the Responsible Financial Officer ('RFO') to the Corporate Governance Committee ('CGC') — 13 December 2023

This report includes the RFO's direction to the CGC regarding the proper administration of Stanway Parish Council's financial affairs.

Items for review and action

1. Payments List (Appendix 1)

The Payments List is colour-coded as follows:

- in yellow are proposed payments for more than £50;
- in blue are proposed payments to new suppliers; and
- in red are requests for payment which, in the reasonable opinion of the RFO, relate to liability for expenditure incurred other than in accordance with the Financial Regulations.

The CGC:

- should resolve to authorise each proposed payment highlighted in yellow or blue (per 21.4 of the Financial Regulations), provided it is satisfied that in each case all applicable requirements of the Financial Regulations have been met; and
- should resolve to decline any request for payment highlighted in red, unless it simultaneously resolves to suspend the internal controls (per 1.6. of the Financial Regulations) that would otherwise be compromised.

Uncoloured items on the list relate to:

- payments of less than £50 (already approved per 21.5 of the Financial Regulations);
- payments by Direct Debit or Standing Order (already approved per 22.4 of the Financial Regulations respectively); and
- payments made by Corporate Debit Card and therefore already incurred without opportunity for further approval,
and, as such, are provided as information for the CGC to note.

2. Bank Reconciliation (Appendix 2), Uncashed Payments (Appendix 3) and Uncashed Receipts (Appendix 4)

The accounting records reconcile with the bank statements as of 30 November 2023.

The lists of 'Uncashed Payments' and 'Uncashed Receipts', which support the reconciliation report, represent creditors and debtors respectively and reflect the delay between accounting entries and bank transactions.

3. Virements

Historically the cost of corporate memberships of bodies — such as the Essex Association of Local Councils — were comingled with the cost of individual membership of training and standards bodies — such as the Clerk's membership of the Society of Local Council Clerks, thereby masking costs incurred by officers but met by the Council. A virement of £500 is required to reallocate the available budget from CC37 (Subscriptions) to CC13 (Training, Professional Fees and Subscriptions) so that costs can be coded correctly without exceeding the available budget. This is a necessary financial reporting adjustment and has no impact on the expenditure for year to date or the overall budget.

Until September 2023, costs for promotion and advertising were recorded under CC104 (Community Services – other expenditure) and from then under CC22 (IT Hardware &

Software), neither of which is an appropriate cost code. Cost Code 21 has been reintroduced and renamed Communications & Advertising (formerly Website Hosting) and the expenditure for year-to-date reallocated accordingly. As a result, a virement of £1,750 from CC22 to CC21 is necessary so that costs already incurred can be coded correctly without exceeding the available budget. Again, this is a necessary financial reporting adjustment and has no impact on the expenditure for year to date or the overall budget.

The CGC may wish to consider and resolve to approve other virements as would be prudent taking account of financial performance for year to date against budget and reserves, and anticipated expenditure for the remainder of the 2023–24 financial year.

4. Cash Investments

More than £63,000 held by Nationwide Building Society and more than £66,000 held by Barclays Bank UK PLC has been inaccessible since May 2021 and October 2022 respectively. The RFO restates his previous recommendation that the Council ought to commence legal proceedings to recover its money.

5. Draft Expenditure Budgets 2024–25 (Appendix 8)

For clarity, the figures are split between:

- **revenue expenditure** (estimates of the costs the Council will incur in performing its functions next year);
- **capital expenditure** (estimates of the costs of capital projects the Council will undertake next year); and
- **earmarked reserves** (estimates of the appropriate amounts the Council will need to meet future expenditure and for contingencies).

The proposed precept will be calculated according to the statutory formula after expenditure budgets are agreed, and when Colchester City Council provides up-to-date data.

Items for review and noting

1. Interim Management Accounts as of 30 November 2023

Summaries of Receipts and Payments (Appendices 5 and 6)

Material variances in the Revenue Account against budget (i.e. greater than 15 percent of budget or £1,000) are highlighted in red.

The Capital Account shows capital expenditure of £75,489 against capital income of £63,386. The difference of £12,103 was met from reserves.

Reserves (Appendix 7)

The General Reserve of £232,984 meets the applicable threshold per 7.4 of the Financial Regulations.

2. Large Capital Projects

There are no projects planned for the remainder of the 2023–24 financial year with expenditure of more than £50,000.

Appendices

- 1. Payments list**
- 2. Bank reconciliation**
- 3. Uncashed payments**
- 4. Uncashed receipts**
- 5. Summary of receipts and payments — revenue account**
- 6. Summary of receipts and payments — capital account**
- 7. Reserves**
- 8. Draft expenditure budgets 2024–25 financial year**

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Stanway Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
287	31/10/2023		1. Unity Trust XXXXX		IT software and support	Starboard Systems Limited t/	S	699.84	139.97	839.81
312	10/11/2023		1. Unity Trust XXXXX		Streelights maintenance	A&J Lighting Solutions Ltd	S	429.00	85.80	514.80
313	10/11/2023		1. Unity Trust XXXXX		Signage	Signace Limited	S	26.00	5.20	31.20
314	04/11/2023		1. Unity Trust XXXXX		Burial ground	Screwfix Direct Ltd t/a Trade	S	65.67	13.13	78.80
315	06/11/2023		1. Unity Trust XXXXX		Streelights maintenance	A&J Lighting Solutions Ltd	S	429.00	85.80	514.80
316	13/11/2023		1. Unity Trust XXXXX		Office equipment	Amazon EU S.a.r.l. UK Brant	S	76.38	15.28	91.66
317	14/11/2023		1. Unity Trust XXXXX		Refund	Maureen Pryle	X	15.00		15.00
318	15/11/2023		1. Unity Trust XXXXX	DIRECT DEBIT	Telephone and broadband	New Star Networks Ltd	S	142.96	28.59	171.55
319	14/11/2023		1. Unity Trust XXXXX		Maintenance consumables	Screwfix Direct Ltd t/a Trade	S	28.22	5.64	33.86
320	17/11/2023		1. Unity Trust XXXXX		Burial ground	ATEX (UK) Ltd	S	297.96	59.64	357.60
321	21/11/2023		1. Unity Trust XXXXX	DEBIT CARD	Office consumables	Anazon Services Europe S.a.	S	188.70	37.74	226.44
322	21/11/2023		1. Unity Trust XXXXX		Training	Essex Association of Local Cc	S	535.00	107.00	642.00
323	15/11/2023		1. Unity Trust XXXXX		Office equipment	SHENZHENSHI DEHELIHE DI	S	25.14	5.02	30.16
324	23/11/2023		1. Unity Trust XXXXX		Streelights maintenance	A&J Lighting Solutions Ltd	S	429.00	85.80	514.80
325	22/11/2023		1. Unity Trust XXXXX		Maintenance consumables	Screwfix Direct Ltd t/a Trade	S	7.12	1.43	8.55
326	23/11/2023		1. Unity Trust XXXXX		Defibrillator batteries	Active Med Supplies Ltd	S	280.00	56.00	336.00
326	23/11/2023		1. Unity Trust XXXXX		Defibrillator batteries	Active Med Supplies Ltd	S	9.95	1.99	11.94
327	23/11/2023		1. Unity Trust XXXXX		Waste collection	TBS Hygiene Ltd	S	239.00	47.80	286.80
328	22/11/2023		1. Unity Trust XXXXX		Office consumables	M Lee t/a BALC	X	50.00		50.00
329	28/11/2023		1. Unity Trust XXXXX		Training	Essex Association of Local Cc	S	180.00	36.00	216.00
330	28/11/2023		1. Unity Trust XXXXX		Training	Essex Association of Local Cc	S	70.00	14.00	84.00
331	28/11/2023		1. Unity Trust XXXXX		Training	Essex Association of Local Cc	S	810.00	162.00	972.00
332	28/11/2023		1. Unity Trust XXXXX		Advertising	Regional Life Ltd	S	40.00	8.00	48.00
333	30/11/2023		1. Unity Trust XXXXX		Maintenance consumables	Kingfisher PLC	S	19.16	3.83	22.99
334	01/12/2023		1. Unity Trust XXXXX	STANDING ORDER	IT software and support	Saint IT Ltd	S	99.00	19.80	118.80
335	01/12/2023		1. Unity Trust XXXXX	STANDING ORDER	IT software and support	Saint IT Ltd	S	176.61	35.32	211.93
336	01/12/2023		1. Unity Trust XXXXX	STANDING ORDER	Streelights maintenance	A&J Lighting Solutions Ltd	S	127.30	25.46	152.76
337	01/12/2023		1. Unity Trust XXXXX		Grounds maintenance	Dines Agri Services	X	680.20		680.20
338	01/12/2023		1. Unity Trust XXXXX		Event expenditure	Karl Semmence t/a DJ Buzby	X	230.00		230.00
339	01/12/2023		1. Unity Trust XXXXX		Maintenance consumables	Screwfix Direct Ltd t/a Trade	S	21.26	4.25	25.51
340	01/12/2023		1. Unity Trust XXXXX		Maintenance consumables	Screwfix Direct Ltd t/a Trade	S	31.25	6.25	37.50
341	02/12/2023		1. Unity Trust XXXXX	DEBIT CARD	Office equipment	SOUNDS (WHOLESALE) LIMT	S	25.71	5.14	30.85

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Stanway Parish Council
Uncashed payments/transfers out (All banks)
(Upto 30/11/2023)

Voucher	Date	Cheque No.	Description	Total	Bank
311	19/10/2023	DIRECT DEBIT	Bank charges	8.00	2. Barclays XXXXX152
287	31/10/2023		IT software and support	933.12	1. Unity Trust XXXXX053
309	03/11/2023	DIRECT DEBIT	Loan repayment	10,492.00	1. Unity Trust XXXXX053
314	04/11/2023		Burial ground	78.80	1. Unity Trust XXXXX053
315	06/11/2023		Streetlights maintenance	514.80	1. Unity Trust XXXXX053
312	10/11/2023		Streetlights maintenance	514.80	1. Unity Trust XXXXX053
313	10/11/2023		Signage	31.20	1. Unity Trust XXXXX053
316	13/11/2023		Office equipment	91.66	1. Unity Trust XXXXX053
317	14/11/2023		Refund	15.00	1. Unity Trust XXXXX053
319	14/11/2023		Maintenance consumables	33.86	1. Unity Trust XXXXX053
323	15/11/2023		Office equipment	30.16	1. Unity Trust XXXXX053
318	15/11/2023	DIRECT DEBIT	Telephone and broadband	171.55	1. Unity Trust XXXXX053
320	17/11/2023		Burial ground	357.60	1. Unity Trust XXXXX053
321	21/11/2023	DEBIT CARD	Office consumables	226.44	1. Unity Trust XXXXX053
322	21/11/2023		Training	642.00	1. Unity Trust XXXXX053
325	22/11/2023		Maintenance consumables	8.55	1. Unity Trust XXXXX053
328	22/11/2023		Office consumables	50.00	1. Unity Trust XXXXX053
345	22/11/2023	DEBIT CARD	Fuel	11.00	1. Unity Trust XXXXX053
326	23/11/2023		Defibrillator batteries	347.94	1. Unity Trust XXXXX053
327	23/11/2023		Waste collection	286.80	1. Unity Trust XXXXX053
324	23/11/2023		Streetlights maintenance	514.80	1. Unity Trust XXXXX053
346	28/11/2023	DEBIT CARD	Fuel	49.60	1. Unity Trust XXXXX053
329	28/11/2023		Training	216.00	1. Unity Trust XXXXX053
330	28/11/2023		Training	84.00	1. Unity Trust XXXXX053
331	28/11/2023		Training	972.00	1. Unity Trust XXXXX053
332	28/11/2023		Advertising	48.00	1. Unity Trust XXXXX053
333	30/11/2023		Maintenance consumables	22.99	1. Unity Trust XXXXX053
343	30/11/2023		Expenses reimbursement	35.48	1. Unity Trust XXXXX053
Total-----				16,788.15	

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Stanway Parish Council
Uncashed receipts\transfers in (All banks)
(Upto 30/11/2023)

Voucher	Date	Cheque No.	Description	Total	Bank
			Total-----		

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Summary of Receipts and Payments

Cost Centre Group - Revenue Account (Between 01/04/2023 and 30/11/2023)

A1 Revenue Income

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Precept	353,793.00	353,793.00					(0%)
2	Wayleaves	1.00		-1.00				-1.00 (-100%)
6	Credit Interest	75.00	316.28	241.28				241.28 (321%)
53	Community Events	300.00	1,512.01	1,212.01		15.00	-15.00	1,197.01 (399%)
55	Burial Ground	4,000.00	2,693.00	-1,307.00				-1,307.00 (-32%)
77	All Other Revenue Income		1,150.00	1,150.00				1,150.00 (N/A)
SUB TOTAL		358,169.00	359,464.29	1,295.29		15.00	-15.00	1,280.29 (0%)

B1 Staff

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
8	Salaries (inc. employee's tax, NI				140,000.00	78,992.42	61,007.58	61,007.58 (43%)
9	Employers' NI Contribution					7,573.34	-7,573.34	-7,573.34 (N/A)
10	Home Working Allowance				936.00	624.00	312.00	312.00 (33%)
11	Employers' Pension Contribution				37,937.00	20,162.95	17,774.05	17,774.05 (46%)
13	Training, Professional Fees & St		770.00	770.00	3,850.00	3,853.50	-3.50	766.50 (19%)
14	Travel & Subsistence				596.00	278.56	317.44	317.44 (53%)
SUB TOTAL			770.00	770.00	183,319.00	111,484.77	71,834.23	72,604.23 (39%)

B2 Office & IT

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
17	Office Supplies & Consumables				2,970.00	1,163.65	1,806.35	1,806.35 (60%)
20	Telephone & Broadband		163.40	163.40	3,465.00	1,664.25	1,800.75	1,964.15 (56%)
22	IT Hardware & Software (inc. sup				7,260.00	4,445.31	2,814.69	2,814.69 (38%)
SUB TOTAL			163.40	163.40	13,695.00	7,273.21	6,421.79	6,585.19 (48%)

B3 Banking & Finance

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
38	Bank Charges				220.00	157.80	62.20	62.20 (28%)
79	Capital Repayments				16,000.00	16,000.00		(0%)
80	Debit Interest				5,162.00	5,162.00		(0%)
SUB TOTAL					21,382.00	21,319.80	62.20	62.20 (0%)

B4 Professional Services

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
24	Internal Audit				1,650.00	1,505.00	145.00	145.00 (8%)
25	External Audit				840.00	1,050.00	-210.00	-210.00 (-25%)

Summary of Receipts and Payments

Cost Centre Group - Revenue Account (Between 01/04/2023 and 30/11/2023)

40 Professional Fees		7,700.00	1,221.50	6,478.50	6,478.50 (84%)
SUB TOTAL		10,190.00	3,776.50	6,413.50	6,413.50 (62%)

B5 Other Admin

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
21 Communications and advertising							(N/A)
36 Insurance				6,100.00	6,321.04	-221.04	-221.04 (-3%)
37 Subscriptions				2,200.00	1,792.99	407.01	407.01 (18%)
75 Chairman's Allowance				220.00		220.00	220.00 (100%)
78 Room Hire				198.00		198.00	198.00 (100%)
998 Uncategorised Expenditure					564.25	-564.25	-564.25 (N/A)
999 Accounting Adjustment					0.01	-0.01	-0.01 (N/A)
SUB TOTAL				8,718.00	8,678.29	39.71	39.71 (0%)

CA1 Grounds

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
27 Buildings & Car Parks				8,500.00	7,116.32	1,383.68	1,383.68 (16%)
30 Play Areas				6,000.00	957.80	5,042.20	5,042.20 (84%)
31 Grounds Maintenance		267.25	267.25	22,500.00	10,878.41	11,621.59	11,888.84 (52%)
52 Tools and Consumables				1,500.00	197.00	1,303.00	1,303.00 (86%)
94 Maintenance Vehicle				7,489.00	610.36	6,878.64	6,878.64 (91%)
SUB TOTAL		267.25	267.25	45,989.00	19,759.89	26,229.11	26,496.36 (57%)

CA2 Streets

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
50 Streetlights - ex. Electricity				6,000.00	3,679.90	2,320.10	2,320.10 (38%)
81 Street Furniture				3,800.00	1,762.46	2,037.54	2,037.54 (53%)
84 Streetlights - Electricity				24,000.00	6,762.86	17,237.14	17,237.14 (71%)
96 Footpaths				1,500.00		1,500.00	1,500.00 (100%)
SUB TOTAL				35,300.00	12,205.22	23,094.78	23,094.78 (65%)

CA3 Burial Ground

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
57 Burial Ground - All Expenditure				2,200.00	1,711.89	488.11	488.11 (22%)
SUB TOTAL				2,200.00	1,711.89	488.11	488.11 (22%)

Summary of Receipts and Payments

Cost Centre Group - Revenue Account (Between 01/04/2023 and 30/11/2023)

CS1 Community Services

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
54	Community Events - Expenditure				4,675.08	1,081.81	3,593.27	3,593.27 (76%)
70	Grants (all)				5,000.00	1,560.00	3,440.00	3,440.00 (68%)
91	Community Safety				5,000.00	4,519.15	480.85	480.85 (9%)
104	Community Services - other exp				324.92	529.91	-204.99	-204.99 (-63%)
SUB TOTAL					15,000.00	7,690.87	7,309.13	7,309.13 (48%)

Summary

NET TOTAL	358,169.00	360,664.94	2,495.94	335,793.00	193,915.44	141,877.56	144,373.50 (20%)
V.A.T.		36,017.71			8,025.72		
GROSS TOTAL		396,682.65			201,941.16		

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Summary of Receipts and Payments

Cost Centre Group - Capital Account (Between 01/04/2023 and 30/11/2023)

A2 Capital Receipts

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
3	CCC Grants - General							(N/A)
4	CCC Grants - CIL, s106, etc.	53,000.00	52,000.00	-1,000.00				-1,000.00 (-1%)
5	Other Grants	44,500.00	6,127.00	-38,373.00				-38,373.00 (-86%)
7	LCTS Administration Subsidy	5,259.00	5,259.00					(0%)
SUB TOTAL		102,759.00	63,386.00	-39,373.00				-39,373.00 (-38%)

Q Capital Projects

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
200	Community Services - environm				1,500.00		1,500.00	1,500.00 (100%)
201	Community Services - other new				12,000.00		12,000.00	12,000.00 (100%)
202	Car park extension				52,000.00	52,557.08	-557.08	-557.08 (-1%)
203	Soakaway				19,000.00	19,069.50	-69.50	-69.50 (-0%)
204	Car park resurfacing				30,000.00		30,000.00	30,000.00 (100%)
205	Electric vehicle charging point				1,000.00		1,000.00	1,000.00 (100%)
206	Air conditioning				5,000.00	3,862.00	1,138.00	1,138.00 (22%)
207	Jansma Park				10,000.00		10,000.00	10,000.00 (100%)
SUB TOTAL					130,500.00	75,488.58	55,011.42	55,011.42 (42%)

Summary

NET TOTAL	102,759.00	63,386.00	-39,373.00	130,500.00	75,488.58	55,011.42	15,638.42 (6%)
V.A.T.					15,097.72		
GROSS TOTAL		63,386.00			90,586.30		

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Stanway Parish Council
Reserves Balance up to 30th Nov 2023
2023-2024

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Earmarked					
Office Equipment	2,000.00				2,000.00
Specialist Fees (legal, accountir	1,500.00	4,500.00			6,000.00
Car Park	5,000.00	1,000.00			6,000.00
Workshop & Store	1,000.00	1,000.00			2,000.00
Planning	1,500.00				1,500.00
Village Halls & Community Cent	7,743.00	6,757.00			14,500.00
Footpaths	1,000.00	9,000.00			10,000.00
Trees & Open Spaces	2,500.00	2,500.00			5,000.00
Notice Boards	1,000.00				1,000.00
Streetlights	2,000.00	3,000.00			5,000.00
Staffing	20,000.00	5,000.00			25,000.00
Vehicle	500.00	-500.00			0.00
Community Safety	1,000.00				1,000.00
Elections	3,000.00	1,000.00			4,000.00
Burial Grounds	2,500.00				2,500.00
Outdoor Gym	500.00	3,500.00			4,000.00
Bus Shelters	1,745.00	3,255.00			5,000.00
Playground Equipment	10,000.00	2,000.00			12,000.00
Jansma Park					0.00
Total Earmarked	64,488.00	42,012.00			106,500.00
TOTAL RESERVE	64,488.00	42,012.00			106,500.00
GENERAL FUND					232,984.07
TOTAL FUNDS					414,346.07

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Revenue Expenditure Budget 2024–25

Cost Code	Cost Code Description	2023-24 HALF YEAR ACTUAL	2023-24 FULL YEAR FORECAST	2024-25 BUDGET
B1 - Staff				
8	Salaries (inc. employee's tax, NI & pension)	60,988	126,900	146,700
9	Employers' NI Contribution	5,642	12,200	13,400
11	Employers' Pension Contribution	13,030	29,900	32,900
10	Home Working Allowance	468	900	950
13	Training, Professional Fees and Subscriptions	1,597	3,300	4,000
14	Travel and Subsistence	253	500	500
B2 - Office & IT				
17	Office Supplies & Consumables	789	1,800	1,900
20	Telephone and Broadband	1,215	2,100	2,200
22	IT Services (inc. software and support)	1,532	3,700	5,800
B3 Banking and Finance				
38	Bank Charges	133	300	300
79	Capital Repayments	8,000	16,000	16,000
80	Debit Interest	2,670	5,170	4,450
B4 Professional Services				
24	Internal Audit	1,250	1,300	1,300
25	External Audit	1,050	1,900	2,000
40	Professional Fees	126	10,000	33,500
B5 Other Administrative Expenditure				
21	Communications and Advertising	1,463	1,800	1,900
36	Insurance	6,321	8,300	10,000
37	Corporate Subscriptions	1,497	1,500	1,500
75	Chairman's Allowance		200	200
CA1 Grounds				
27	Buildings & Car Parks (All Expenditure)	5,945	7,900	10,000
30	Play Areas	949	2,900	6,000
31	Grounds Maintenance	7,155	11,200	15,000
52	Tools and Consumables	166	700	2,000
94	Maintenance Vehicle	472	1,000	1,200
CA2 Streets				
50	Streetlights - ex. Electricity	2,050	6,100	6,000
81	Street Furniture	1,716	2,700	4,500
84	Streetlights - Electricity	6,763	13,500	15,000
96	Footpaths	0	0	1,000
CA3 Burial Ground				
57	Burial Ground - all expenditure	475	500	2,500
CS1 Community Services				
54	Community Events - Expenditure	771	1,300	6,000
70	Grants (all)	1,560	1,600	5,000
91	Community Safety	4,104	4,500	4,000
104	Community Services - other expenditure	325	500	500
	Road Safety	0	0	3,000
Totals			283,970	362,508

Capital Expenditure Budget 2024–25

Cost Code	Cost Code Description	2023-24 HALF YEAR ACTUAL	2023-24 FULL YEAR FORECAST	2024-25 BUDGET
	Bus shelter Holly/Wheatfield Road	N/A	N/A	10,000
	Jansma Park	N/A	10,000	200,000
	Ride on mower, trailer, etc.	N/A	N/A	6,000
	<hr/> Total			216,000

Earmarked Reserves 2024–25

Cost Code	Cost Code Description	2023-24 HALF YEAR ACTUAL	2023-24 FULL YEAR FORECAST	2024-25 BUDGET
N/A	Burial Grounds	N/A	2,500	2,750
	Bus Shelters	N/A	500	5,500
	Car Park	N/A	6,000	6,600
	Community Safety	N/A	3,000	3,000
	Councillor Grants carried forward	N/A	0	0
	Elections	N/A	4,000	4,000
	Footpaths	N/A	1,000	10,000
	Jansma Park	N/A	200,000	200,000
	Notice Boards	N/A	1,000	1,100
	Office Equipment	N/A	2,000	2,200
	Outdoor Gym	N/A	4,000	6,000
	Planning	N/A	1,500	1,500
	Play Equipment	N/A	10,000	24,000
	Specialist fees (Legal, etc)	N/A	6,000	6,000
	Staffing Reserve	N/A	25,000	40,000
	Street Lights	N/A	5,000	5,500
	Transport	N/A	500	0
	Trees & Open Spaces	N/A	5,000	5,500
	Vehicle	N/A	0	3,000
	Village Halls	N/A	15,000	25,000
	Workshop and store	N/A	2,000	3,000
Totals				354,650