

RUDGWICK PARISH COUNCIL  
Parish Office  
Rudgwick Hall  
Bucks Green  
West Sussex  
RH12 3JJ  
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Date: 16<sup>th</sup> August 2019

## Finance, Policy and Human Resources Committee Meeting

Members of the Committee are summoned to a Meeting to be held on Thursday 22<sup>nd</sup> August 2019 at Rudgwick Hall, Bucks Green, at 6.00pm.

**Councillors:** R Wild (Chairman)                      S. Kornycky  
D Buckley    P. Thompson  
A Gormley    R. Landeryou

### AGENDA

To be read in conjunction with Clerk's Report for further background information.

FPHR                      **Apologies for Absence**  
001-19/20              To receive for approval.

FPHR                      **Declarations of Interest**  
002-19/20              To receive any declarations of interest by councillors on any matters to be considered at the meeting and notifications of changes to members' Register of Interests. Any clarification on whether a Member has an interest should be sought before attending the meeting.

FPHR                      **To resolve that the Minutes of Finance, Policy and Human Resources**  
003-19/20              **Committee Meeting of 7<sup>th</sup> January 2019 as a correct record.**  
Published on Rudgwick Parish Website  
(<http://www.rudgwick-pc.org.uk/parish-council/meetings/>)  
<http://www.rudgwick-pc.org.uk/media/19200/3-draft-minutes-fphr-meeting-070119.pdf>

FPHR                      **Public participation**  
004-19/20              The meeting will be adjourned for up to 10 minutes to allow members of the public to make a statement or give a view on any item on the agenda. Each speaker is limited to two minutes.

FPHR                      **To review the Parish Council Budget and make recommendations to the full**  
005-19/20              **Parish Council**  
The revised presentation of the budget compared with the one set, following the results of the reduction in costs codes.  
Re-allocation of monies to earmarked reserves.  
Current spending against set budget (for noting only).  
To monthly/quarterly bank reconciliations and these to be signed by the Chairman. (for noting only).

FPHR  
006-19/20

**Non-payment of invoice by hirer**

FPHR  
007-19/20

**To review the following Rudgwick Parish Council Documents/ Policies and Procedures and make recommendations to the Full Parish Council**

- Financial Regulations (updated)
- Risk Assessment Management Scheme (revised)
- Adverse Weather Conditions (new)
- Child Protection and Vulnerable Adults (new)
- Staff Expenses (new)
- Email and Internet Usage (new)
- Disciplinary (new)
- Grievance (revised)
- Pay Policy (new)
- Recording of Public Meetings (new)
- Sickness and Absence Policy (new)
- Councillor Co-option (new)
- Investment (new)
- Freedom of Information (updated)
- Freedom of Information Publication Scheme

FPHR  
008-19/20

**Fingerposts Maintenance Financial Support**

FPHR  
009-19/20

**Staffing**

Review of Clerk's working hours in relation to CiLCA qualification.

FPHR  
0010-19/20

**Date of next meeting:** Monday 18<sup>th</sup> November 2019 at Rudgwick Hall, 6.00 pm.



Mrs J Foote, Clerk

MEMBERS OF THE PUBLIC AND PRESS HAVE A RIGHT AND ARE WELCOME  
TO ATTEND THE MEETING AS OBSERVERS

Filming of Parish Council Meetings and use of social media

During this meeting the public are allowed to film the Council or to use social media providing it does not disrupt the meeting. Attendees are encouraged to let the Clerk know in advance if they wish to film. Mobile devices should be switched to silent for the duration of the meeting.

## **RUDGWICK PARISH COUNCIL**

Finance, Policy  
and Human Resources Meeting on Thursday 22<sup>nd</sup> August 2019  
at 6.00 pm Rudgwick Hall, Bucks Green, RH12 3JJ

### **Clerk's Report**

To be read in conjunction with the Agenda.

FPHR  
001-19/20

#### **Apologies for Absence**

**Recommendation: To receive apologies for absence.**

FPHR  
002-19/20

**Declarations of Interest:** Members are advised to consider the agenda for the meeting and determine in advance if they have a **Personal, Prejudicial or a Disclosable Pecuniary Interest** in any of the agenda items. (Please refer to flow chart provided prior to the meeting). If a Member has a declarable interest, they are reminded that this must be declared at the start of the meeting. Details of the interest will be minuted. Where a Member has a **Prejudicial Interest** (which is not a Disclosable Pecuniary Interest), they are reminded that they must withdraw from the meeting room after making representations/ asking questions. If the interest is a Disclosable Pecuniary Interest, Members are reminded that they must not take part in the discussions of the item at all, participate in any voting and unless the Chairman has given a dispensation, withdraw from the meeting room. Any clarification on whether *a Member has an interest should be sought before attending the meeting.*

**Recommendation: To receive any Declarations of Interest from Members of the Committee.**

FPHR  
003-19/20

#### **Minutes of Finance, Policy and Human Resources Committee Meeting of 7<sup>th</sup> January 2019**

on Rudgwick Parish Website

<http://www.rudgwick-pc.org.uk/media/19200/3-draft-minutes-fphr-meeting-070119.pdf>

**Recommendation: To approve and the Chairman to sign the Minutes of the Committee Meeting held on 7<sup>th</sup> January 2019 as a correct record.**

FPHR  
004-19/20

#### **Public participation**

The meeting will be adjourned for up to 10 minutes to allow members of the public to make a statement or give a view on any item on the agenda. Each speaker is limited to two minutes. (for noting only)

FPHR  
005-19/20

#### **To review the Parish Council Budget and make recommendations to the full Parish Council**

**Recommendation: To resolve and recommend to the Full Parish Council the following:**

**The revised presentation of the budget compared with the one set, following the results of the reduction in costs codes.**

Following the Clerk's and internal auditor's recommendation costs codes have

been reduced from 107 to 65; some of these have been moved from different costs centres, i.e. Open Space Warden salary, to support working practice/current legislation. Various maintenance costs (plumbing, electrical, general) have been combined; maintenance of trees, hedges, grass have been combined. Detail can still be provided in a full Rialtas printout if required. (Appendix A)

**To note current spending against set budget.**

As detailed in Cost Centre Report (Appendix B)

**Re-allocation of monies to earmarked reserves.**

Detailed in Earmarked Reserves spreadsheet.

**To note monthly/quarterly bank reconciliations and these to be signed by the Chairman.**

To be provided at the meeting.

FPHR  
006-19/20

**Non-payment of invoice by hirer**

A Jubilee Hall hirer has not given notice as per hire conditions. Clerk has contacted hirer on several occasions for update – Hall hire was invoiced for April – July , hirer used Hall last time in May. Clerk to provide further information at meeting.

**Recommendation: Clerk to write to hirer, requesting payment, return of key and confirm termination of hire agreement and for Council to write off bad debt of £130.40.**

FPHR  
007-19/20

**Rudgwick Parish Council Documents/ Policies and Procedures**

Adverse Weather Conditions (new)  
Child Protection and Vulnerable Adults (new)  
Complaints (updated)  
Councillor Co-option (new)  
Councillor Co-option application (new)  
Disciplinary (new)  
Email and Internet Usage (new)  
Financial Regulations (updated)  
Freedom of Information (updated)  
Freedom of Information Publication Scheme (updated)  
Grievance (revised)  
Investment (new)  
Pay Policy (new)  
Sickness and Absence Policy (new)  
Recording of Public Meetings (new)  
Risk Assessment Management Scheme (revised)  
Staff Expenses (new)  
Staff Training and Development (new)

The above documents can be found on the Rudgwick Parish Council website as DRAFT documents:

<http://www.rudgwick-pc.org.uk/transparency/council-policies/>

**Recommendation: To resolve and recommend the above documents/policies and procedures to the Full Parish Council for approval.**

FPHR

**Fingerpost Maintenance Financial Support**

- 008-19/20 Fingerpost report (see Clerk's Weekly Update 12-18 August on Rudgwick Parish Council's website). An inspection of (Heritage) fingerposts was undertaken by Litter Warden as a result of a request for funding support from the The Haven Society who are undertaking repair of two fingerposts. In the past (2010 the Council supported repairs with a £100 contribution).  
Email received:  
"I enclose an invoice that the Haven Society has recently paid for materials to repair some of the heritage finger posts in the Haven. Most summers our volunteers do a post or two in the Haven. This summer we have found that some of the letters need replacing as they have decayed in the sunlight. Please could you submit a request to the Parish Council for help in funding these materials"  
**Recommendation: To agree and recommend supporting The Haven Society with a financial contribution to the Full Parish Council.**
- FPHR  
009-19/20 **Staffing**  
Review of Clerk's working hours in relation to CiLCA qualification. Society for Council Clerks' allocates 200 hours work for gaining the qualification of which 140 are part of working hours. Since many of Rudgwick Parish Council documents/procedures required for the various learning outcomes have to be started afresh the number of hours are, as a result, much higher. The Clerk has undertaken the majority of the ten learning outcomes already completed, in her own hours as workload has still been considerable.  
**Recommendation: To resolve for 10 hours additional time per week for a period of six weeks.**
- FPHR  
010-19/20 **Date of next meeting:** Monday 18<sup>th</sup> November 2019 at Rudgwick Hall, 6.00 pm.

# Appendix A

|   | Current Year<br>Budget | Next Year<br>Budget | Year 2<br>Budget | Year 3<br>Budget | Year 4<br>Budget | Year 5<br>Budget |
|---|------------------------|---------------------|------------------|------------------|------------------|------------------|
| <b>120 General Administration</b>               |                        |                     |                  |                  |                  |                  |
| 4000 Staff Salaries                             | 27,500                 | 0                   | 0                | 0                | 0                | 0                |
| 4040 Payroll Services                           | 260                    | 0                   | 0                | 0                | 0                | 0                |
| 4050 Tax and NI Contributions                   | 7,360                  | 0                   | 0                | 0                | 0                | 0                |
| 4060 Pension Contribution                       | 8,300                  | 0                   | 0                | 0                | 0                | 0                |
| 4080 Training/Expenses                          | 2,000                  | 0                   | 0                | 0                | 0                | 0                |
| 4090 Chairman's Expenses                        | 240                    | 0                   | 0                | 0                | 0                | 0                |
| 4100 Audit Fees                                 | 1,150                  | 0                   | 0                | 0                | 0                | 0                |
| 4120 Legal and Professional Fees                | 1,500                  | 0                   | 0                | 0                | 0                | 0                |
| 4130 Bank Charges                               | 120                    | 0                   | 0                | 0                | 0                | 0                |
| 4140 Insurance                                  | 2,500                  | 0                   | 0                | 0                | 0                | 0                |
| 4160 Website                                    | 500                    | 0                   | 0                | 0                | 0                | 0                |
| 4170 Stationery/ Office Costs                   | 900                    | 0                   | 0                | 0                | 0                | 0                |
| 4175 IT Support/charges                         | 850                    | 0                   | 0                | 0                | 0                | 0                |
| 4176 RBS Costs                                  | 200                    | 0                   | 0                | 0                | 0                | 0                |
| 4200 Subscriptions                              | 1,450                  | 0                   | 0                | 0                | 0                | 0                |
| 4210 Data Protection Registration               | 700                    | 0                   | 0                | 0                | 0                | 0                |
| 4260 Section 137                                | 1,600                  | 0                   | 0                | 0                | 0                | 0                |
| 4280 Parish Magazine                            | 675                    | 0                   | 0                | 0                | 0                | 0                |
| 4310 Telecommunications                         | 1,160                  | 0                   | 0                | 0                | 0                | 0                |
| 4450 Repairs and Maintenance                    | 150                    | 0                   | 0                | 0                | 0                | 0                |
| 4500 Burial Ground Maintenance                  | 2,000                  | 0                   | 0                | 0                | 0                | 0                |
| 4620 Equipment/Resources                        | 700                    | 0                   | 0                | 0                | 0                | 0                |
| 5000 Defibrillators                             | 200                    | 0                   | 0                | 0                | 0                | 0                |
| Total Overhead Expenditure                      | <b>62,015</b>          | <b>0</b>            | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>         |
| 1076 Precept                                    | 96,940                 | 0                   | 0                | 0                | 0                | 0                |
| 1215 ARCHIVE - Deposits/Income                  | 50                     | 0                   | 0                | 0                | 0                | 0                |
| Total Income                                    | <b>96,990</b>          | <b>0</b>            | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>         |
| <b>General Administration - Net Expenditure</b> | <b>-34,975</b>         | <b>0</b>            | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>         |
| <b>140 Rudgwick Hall</b>                        |                        |                     |                  |                  |                  |                  |
| 4150 Inspections/Annual Service                 | 1,350                  | 0                   | 0                | 0                | 0                | 0                |
| 4200 Subscriptions                              | 300                    | 0                   | 0                | 0                | 0                | 0                |
| 4340 Electricity                                | 740                    | 0                   | 0                | 0                | 0                | 0                |
| 4350 Water                                      | 1,000                  | 0                   | 0                | 0                | 0                | 0                |
| 4360 Oil  | 1,800                  | 0                   | 0                | 0                | 0                | 0                |
| 4380 Refuse Collection                          | 880                    | 0                   | 0                | 0                | 0                | 0                |
| 4450 Repairs and Maintenance                    | 7,110                  | 0                   | 0                | 0                | 0                | 0                |
| 4480 Road/Car Park Maintenance                  | 200                    | 0                   | 0                | 0                | 0                | 0                |
| 4540 Cleaning/Supplies                          | 4,225                  | 0                   | 0                | 0                | 0                | 0                |
| 4590 Performing Rights                          | 300                    | 0                   | 0                | 0                | 0                | 0                |
| 4620 Equipment/Resources                        | 500                    | 0                   | 0                | 0                | 0                | 0                |
| Total Overhead Expenditure                      | <b>18,405</b>          | <b>0</b>            | <b>0</b>         | <b>0</b>         | <b>0</b>         | <b>0</b>         |
| 1210 Hire Fees                                  | 12,000                 | 0                   | 0                | 0                | 0                | 0                |

|                                 |               |          |          |          |          |          |
|---------------------------------|---------------|----------|----------|----------|----------|----------|
| Total Income                    | <b>12,000</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |
| Rudgwick Hall - Net Expenditure | <b>6,405</b>  | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |
| <b>160 Jubilee Hall</b>         |               |          |          |          |          |          |
| 4150 Inspections/Annual Service | 210           | 0        | 0        | 0        | 0        | 0        |
| 4310 Telecommunications         | 750           | 0        | 0        | 0        | 0        | 0        |
| 4330 Rates                      | 560           | 0        | 0        | 0        | 0        | 0        |
| 4340 Electricity                | 270           | 0        | 0        | 0        | 0        | 0        |
| 4350 Water                      | 200           | 0        | 0        | 0        | 0        | 0        |
| 4370 Gas                        | 950           | 0        | 0        | 0        | 0        | 0        |
| 4450 Repairs and Maintenance    | 2,550         | 0        | 0        | 0        | 0        | 0        |
| 4470 Ground Maintenance         | 100           | 0        | 0        | 0        | 0        | 0        |
| 4540 Cleaning/Supplies          | 550           | 0        | 0        | 0        | 0        | 0        |
| Total Overhead Expenditure      | <b>6,140</b>  | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |
| 1150 BE Internet Contribution   | 180           | 0        | 0        | 0        | 0        | 0        |
| 1210 Hire Fees                  | 1,700         | 0        | 0        | 0        | 0        | 0        |
| Total Income                    | <b>1,880</b>  | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |
| Jubilee Hall - Net Expenditure  | <b>4,260</b>  | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |
| <b>180 Open Spaces</b>          |               |          |          |          |          |          |
| 4150 Inspections/Annual Service | 75            | 0        | 0        | 0        | 0        | 0        |
| 4470 Ground Maintenance         | 400           | 0        | 0        | 0        | 0        | 0        |
| 4475 Trees                      | 330           | 0        | 0        | 0        | 0        | 0        |
| 4480 Road/Car Park Maintenance  | 800           | 0        | 0        | 0        | 0        | 0        |
| 4620 Equipment/Resources        | 25            | 0        | 0        | 0        | 0        | 0        |
| Total Overhead Expenditure      | <b>1,630</b>  | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |
| Open Spaces - Net Expenditure   | <b>1,630</b>  | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b> |

|                                    | Current Year Budget | Next Year Budget | Year 2 Budget | Year 3 Budget | Year 4 Budget | Year 5 Budget |
|------------------------------------|---------------------|------------------|---------------|---------------|---------------|---------------|
| <b>200 Fields In Trust</b>         |                     |                  |               |               |               |               |
| 4120 Legal and Professional Fees   | 2,000               | 0                | 0             | 0             | 0             | 0             |
| 4150 Inspections/Annual Service    | 375                 | 0                | 0             | 0             | 0             | 0             |
| 4390 Dog & Litter Bin Supply/Empty | 625                 | 0                | 0             | 0             | 0             | 0             |
| 4450 Repairs and Maintenance       | 800                 | 0                | 0             | 0             | 0             | 0             |
| 4470 Ground Maintenance            | 7,500               | 0                | 0             | 0             | 0             | 0             |
| 4475 Trees                         | 1,000               | 0                | 0             | 0             | 0             | 0             |
| 4490 Playground 1                  | 1,200               | 0                | 0             | 0             | 0             | 0             |
| 4630 Y/C Building Project          | 750                 | 0                | 0             | 0             | 0             | 0             |
| Total Overhead Expenditure         | <b>14,250</b>       | <b>0</b>         | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      |
| 1230 Field Users Rent              | 2,480               | 0                | 0             | 0             | 0             | 0             |
| 1310 Wayleave                      | 75                  | 0                | 0             | 0             | 0             | 0             |
| Total Income                       | <b>2,555</b>        | <b>0</b>         | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      |

|   | Year Budget    | Current Year Budget | Next Year Budget | Year 2 Budget | Budget Year 3 | Budget Year 4 | Budget Year 5 |
|---|----------------|---------------------|------------------|---------------|---------------|---------------|---------------|
| Fields In Trust - Net Expenditure             | <b>11,695</b>  |                     | <b>0</b>         | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      |
| <b>220 Street Lighting</b>                    |                |                     |                  |               |               |               |               |
| 4340 Electricity                              | 1,750          |                     | 0                | 0             | 0             | 0             | 0             |
| 4450 Repairs and Maintenance                  | 1,975          |                     | 0                | 0             | 0             | 0             | 0             |
| Total Overhead Expenditure                    | <b>3,725</b>   |                     | <b>0</b>         | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      |
| Street Lighting - Net Expenditure             | <b>3,725</b>   |                     | <b>0</b>         | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      |
| <b>240 Litter Warden</b>                      |                |                     |                  |               |               |               |               |
| 4620 Equipment/Resources                      | 85             |                     | 0                | 0             | 0             | 0             | 0             |
| Total Overhead Expenditure                    | <b>85</b>      |                     | <b>0</b>         | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      |
| 1110 Env Clnsg Grant                          | 2,100          |                     | 0                | 0             | 0             | 0             | 0             |
| Total Income                                  | <b>2,100</b>   |                     | <b>0</b>         | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      |
| Litter Warden - Net Expenditure               | <b>-2,015</b>  |                     | <b>0</b>         | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      |
| <b>260 Bus Shelter/f/pot/Footpaths</b>        |                |                     |                  |               |               |               |               |
| 1110 Env Clnsg Grant                          | 2,100          |                     | 0                | 0             | 0             | 0             | 0             |
| Total Income                                  | <b>2,100</b>   |                     | <b>0</b>         | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      |
| Bus Shelter/f/pot/Footpaths - Net Expenditure | <b>-2,100</b>  |                     | <b>0</b>         | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      |
| <b>280 King George V Building</b>             |                |                     |                  |               |               |               |               |
| 4140 Insurance                                | 350            |                     | 0                | 0             | 0             | 0             | 0             |
| 4150 Inspections/Annual Service               | 1,350          |                     | 0                | 0             | 0             | 0             | 0             |
| 4330 Rates                                    | 2,750          |                     | 0                | 0             | 0             | 0             | 0             |
| 4340 Electricity                              | 400            |                     | 0                | 0             | 0             | 0             | 0             |
| 4350 Water                                    | 1,000          |                     | 0                | 0             | 0             | 0             | 0             |
| 4370 Gas                                      | 2,500          |                     | 0                | 0             | 0             | 0             | 0             |
| 4450 Repairs and Maintenance                  | 3,000          |                     | 0                | 0             | 0             | 0             | 0             |
| Total Overhead Expenditure                    | <b>11,350</b>  |                     | <b>0</b>         | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      |
| 1130 FiT BG Solar Panels                      | 1,000          |                     | 0                | 0             | 0             | 0             | 0             |
| 1220 KGV Rent                                 | 27,500         |                     | 0                | 0             | 0             | 0             | 0             |
| Total Income                                  | <b>28,500</b>  |                     | <b>0</b>         | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      |
| King George V Building - Net Expenditure      | <b>-17,150</b> |                     | <b>0</b>         | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      |
| <b>Total Budget Expenditure :</b>             | 117,600        |                     | 0                | 0             | 0             | 0             | 0             |
| <b>Income :</b>                               | 146,125        |                     | 0                | 0             | 0             | 0             | 0             |
| <b>Net Expenditure</b>                        | <b>-28,525</b> |                     | <b>0</b>         | <b>0</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      |



## Detailed Receipts &amp; Payments by Budget Heading 01/07/2019

## Cost Centre Report

## Appendix B

|   | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent      | Transfer<br>to/from EMR |
|---|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| <b>120 General Administration</b>               |                        |                       |                          |                          |                    |              |                         |
| 1076 Precept                                    | 48,470                 | 96,940                | 48,470                   |                          |                    | 50.0%        |                         |
| 1210 Hire Fees                                  | 907                    | 0                     | (907)                    |                          |                    | 0.0%         |                         |
| 1215 ARCHIVE - Deposits/Income                  | 100                    | 50                    | (50)                     |                          |                    | 200.0%       |                         |
| <b>General Administration Receipts</b>          | <b>49,477</b>          | <b>96,990</b>         | <b>47,513</b>            |                          |                    | <b>51.0%</b> | <b>0</b>                |
| 4000 Staff Salaries                             | 9,297                  | 27,500                | 18,203                   |                          | 18,203             | 33.8%        |                         |
| 4040 Payroll Services                           |                        | 60 260                | 200                      |                          | 200                | 23.1%        |                         |
| 4050 Tax and NI Contributions                   | 2,623                  | 7,360                 | 4,737                    |                          | 4,737              | 35.6%        |                         |
| 4060 Pension Contribution                       | 2,681                  | 8,300                 | 5,619                    |                          | 5,619              | 32.3%        |                         |
| 4080 Training/Expenses                          | 152                    | 2,000                 | 1,848                    |                          | 1,848              | 7.6%         |                         |
| 4090 Chairman's Expenses                        | 0                      | 240                   | 240                      |                          | 240                | 0.0%         |                         |
| 4100 Audit Fees                                 | 165                    | 1,150                 | 985                      |                          | 985                | 14.3%        |                         |
| 4120 Legal and Professional Fees                | 440                    | 1,500                 | 1,060                    |                          | 1,060              | 29.3%        |                         |
| 4130 Bank Charges                               | 0                      | 120                   | 120                      |                          | 120                | 0.0%         |                         |
| 4140 Insurance                                  | 0                      | 2,500                 | 2,500                    |                          | 2,500              | 0.0%         |                         |
| 4160 Website                                    | 0                      | 500                   | 500                      |                          | 500                | 0.0%         |                         |
| 4170 Stationery/ Office Costs                   | 165                    | 900                   | 735                      |                          | 735                | 18.4%        |                         |
| 4175 IT Support/charges                         | 317                    | 850                   | 533                      |                          | 533                | 37.3%        |                         |
| 4176 RBS Costs                                  | 0                      | 200                   | 200                      |                          | 200                | 0.0%         |                         |
| 4200 Subscriptions                              | 1,107                  | 1,450                 | 343                      |                          | 343                | 76.3%        |                         |
| 4210 Data Protection Registration               | 150                    | 700                   | 550                      |                          | 550                | 21.4%        |                         |
| 4260 Section 137                                | 800                    | 1,600                 | 800                      |                          | 800                | 50.0%        |                         |
| 4280 Parish Magazine                            | 0                      | 675                   | 675                      |                          | 675                | 0.0%         |                         |
| 4310 Telecommunications                         | 130                    | 1,160                 | 1,030                    |                          | 1,030              | 11.2%        |                         |
| 4450 Repairs and Maintenance                    |                        | 63 150                | 87                       |                          |                    | 87 41.7%     |                         |
| 4500 Burial Ground Maintenance                  | 0                      | 2,000                 | 2,000                    |                          | 2,000              | 0.0%         |                         |
| 4620 Equipment/Resources                        | 0                      | 700                   | 700                      |                          | 700                | 0.0%         |                         |
| 5000 Defibrillators                             | 0                      | 200                   | 200                      |                          | 200                | 0.0%         |                         |
| <b>General Administration Indirect Payments</b> | <b>18,149</b>          | <b>62,015</b>         | <b>43,866</b>            | <b>0</b>                 | <b>43,866</b>      | <b>29.3%</b> | <b>0</b>                |
| <b>Movement to/(from) Gen Reserve</b>           | <b>31,328</b>          |                       |                          |                          |                    |              |                         |
| <b>140 Rudgwick Hall</b>                        |                        |                       |                          |                          |                    |              |                         |
| 1210 Hire Fees                                  | 5,229                  | 12,000                | 6,771                    |                          |                    | 43.6%        |                         |
| <b>Rudgwick Hall Receipts</b>                   | <b>5,229</b>           | <b>12,000</b>         | <b>6,771</b>             |                          |                    | <b>43.6%</b> | <b>0</b>                |
| 4150 Inspections/Annual Service                 | 144                    | 1,350                 | 1,206                    |                          | 1,206              | 10.6%        |                         |
| 4200 Subscriptions                              | 0                      | 300                   | 300                      |                          | 300                | 0.0%         |                         |
| 4340 Electricity                                | 106                    | 740                   | 634                      |                          | 634                | 14.3%        |                         |
| 4350 Water                                      | 0                      | 1,000                 | 1,000                    |                          | 1,000              | 0.0%         |                         |
| 4360 Oil  | 0                      | 1,800                 | 1,800                    |                          | 1,800              | 0.0%         |                         |

**Cost Centre Report**

|  | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent       | Transfer<br>to/from EMR |
|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| 4380 Refuse Collection                 | 68                     | 880                   | 812                      |                          | 812                | 7.8%          |                         |
| 4450 Repairs and Maintenance           | 721                    | 7,110                 | 6,389                    |                          | 6,389              | 10.1%         |                         |
| 4480 Road/Car Park Maintenance         | 0                      | 200                   | 200                      |                          | 200                | 0.0%          |                         |
| 4540 Cleaning/Supplies                 | 844                    | 4,225                 | 3,381                    |                          | 3,381              | 20.0%         |                         |
| 4590 Performing Rights                 | 0                      | 300                   | 300                      |                          | 300                | 0.0%          |                         |
| 4620 Equipment/Resources               | 0                      | 500                   | 500                      |                          | 500                | 0.0%          |                         |
| <b>Rudgwick Hall Indirect Payments</b> | <b>1,884</b>           | <b>18,405</b>         | <b>16,521</b>            | <b>0</b>                 | <b>16,521</b>      | <b>10.2%</b>  | <b>0</b>                |
| <b>Movement to/(from) Gen Reserve</b>  | <b>3,345</b>           |                       |                          |                          |                    |               |                         |
| <b>160 Jubilee Hall</b>                |                        |                       |                          |                          |                    |               |                         |
| 1150 BE Internet Contribution          | 0                      | 180                   | 180                      |                          |                    | 0.0%          |                         |
| 1210 Hire Fees                         | 1,969                  | 1,700                 | (269)                    |                          |                    | 115.8%        |                         |
| <b>Jubilee Hall Receipts</b>           | <b>1,969</b>           | <b>1,880</b>          | <b>(89)</b>              |                          |                    | <b>104.7%</b> | <b>0</b>                |
| 4150 Inspections/Annual Service        | 0                      | 210                   | 210                      |                          | 210                | 0.0%          |                         |
| 4310 Telecommunications                | 39                     | 750                   | 711                      |                          | 711                | 5.2%          |                         |
| 4330 Rates                             | 210                    | 560                   | 350                      |                          | 350                | 37.5%         |                         |
| 4340 Electricity                       | 146                    | 270                   | 124                      |                          | 124                | 53.9%         |                         |
| 4350 Water                             | 0                      | 200                   | 200                      |                          | 200                | 0.0%          |                         |
| 4370 Gas                               | 272                    | 950                   | 678                      |                          | 678                | 28.7%         |                         |
| 4450 Repairs and Maintenance           | 0                      | 2,550                 | 2,550                    |                          | 2,550              | 0.0%          |                         |
| 4470 Ground Maintenance                | 0                      | 100                   | 100                      |                          | 100                | 0.0%          |                         |
| 4540 Cleaning/Supplies                 | 122                    | 550                   | 429                      |                          | 429                | 22.1%         |                         |
| <b>Jubilee Hall Indirect Payments</b>  | <b>788</b>             | <b>6,140</b>          | <b>5,352</b>             | <b>0</b>                 | <b>5,352</b>       | <b>12.8%</b>  | <b>0</b>                |
| <b>Movement to/(from) Gen Reserve</b>  | <b>1,181</b>           |                       |                          |                          |                    |               |                         |
| <b>180 Open Spaces</b>                 |                        |                       |                          |                          |                    |               |                         |
| 4150 Inspections/Annual Service        | 69                     | 75                    | 7                        |                          |                    | 791.3%        |                         |
| 4470 Ground Maintenance                | 89                     | 400                   | 311                      |                          | 311                | 22.3%         |                         |
| 4475 Trees                             | 237                    | 330                   | 93                       |                          |                    | 9371.7%       |                         |
| 4480 Road/Car Park Maintenance         | 570                    | 800                   | 230                      |                          | 230                | 71.3%         |                         |
| 4620 Equipment/Resources               | 0                      | 25                    | 25                       |                          |                    | 250.0%        |                         |
| <b>Open Spaces Indirect Payments</b>   | <b>964</b>             | <b>1,630</b>          | <b>666</b>               | <b>0</b>                 | <b>666</b>         | <b>59.2%</b>  | <b>0</b>                |
| <b>Movement to/(from) Gen Reserve</b>  | <b>(964)</b>           |                       |                          |                          |                    |               |                         |
| <b>200 Fields In Trust</b>             |                        |                       |                          |                          |                    |               |                         |
| 1110 Env Clnsg Grant                   | 1,035                  | 0                     | (1,035)                  |                          |                    | 0.0%          |                         |
| 1230 Field Users Rent                  | 480                    | 2,480                 | 2,000                    |                          |                    | 19.4%         |                         |
| 1310 Wayleave                          | 0                      | 75                    | 75                       |                          |                    | 0.0%          |                         |
| <b>Fields In Trust Receipts</b>        | <b>1,515</b>           | <b>2,555</b>          | <b>1,040</b>             |                          |                    | <b>59.3%</b>  | <b>0</b>                |

Cost Centre Report

|  | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent       | Transfer<br>to/from EMR |
|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| 4120 Legal and Professional Fees         | 0                      | 2,000                 | 2,000                    |                          | 2,000              | 0.0%          |                         |
| 4150 Inspections/Annual Service          |                        | 274                   | 375                      | 101                      | 101                | 73.1%         |                         |
| 4390 Dog & Litter Bin Supply/Empty       |                        | 302                   | 625                      | 323                      | 323                | 48.3%         |                         |
| 4450 Repairs and Maintenance             | 0                      | 800                   | 800                      |                          | 800                | 0.0%          |                         |
| 4470 Ground Maintenance                  | 2,688                  | 7,500                 | 4,812                    |                          | 4,812              | 35.8%         |                         |
| 4475 Trees                               |                        | 118                   | 1,000                    | 882                      | 882                | 11.8%         |                         |
| 4490 Playground / SkateparkMaintena      | 16,005                 | 1,200                 | (14,805)                 |                          | (14,805)           | 1333.8%       |                         |
| 4630 Y/C Building Project                |                        | 275                   | 750                      | 475                      | 475                | 36.7%         |                         |
| <b>Fields In Trust Indirect Payments</b> | <b>19,663</b>          | <b>14,250</b>         | <b>(5,413)</b>           | <b>0</b>                 | <b>(5,413)</b>     | <b>138.0%</b> | <b>0</b>                |
| <b>Movement to/(from) Gen Reserve</b>    |                        | <b>(18,148)</b>       |                          |                          |                    |               |                         |
| 220 Street Lighting                      |                        |                       |                          |                          |                    |               |                         |
| 4340 Electricity                         | 1,034                  | 1,750                 | 716                      |                          | 716                | 59.1%         |                         |
| 4450 Repairs and Maintenance             | 0                      | 1,975                 | 1,975                    |                          | 1,975              | 0.0%          |                         |
| <b>Street Lighting Indirect Payments</b> | <b>1,034</b>           | <b>3,725</b>          | <b>2,691</b>             | <b>0</b>                 | <b>2,691</b>       | <b>27.8%</b>  | <b>0</b>                |
| <b>Movement to/(from) Gen Reserve</b>    |                        | <b>(1,034)</b>        |                          |                          |                    |               |                         |
| 240 Litter Warden                        |                        |                       |                          |                          |                    |               |                         |
| 1110 Env Clnsg Grant                     | 0                      | 2,100                 | 2,100                    |                          |                    | 0.0%          |                         |
| Litter Warden Receipts                   | 0                      | 2,100                 | 2,100                    |                          |                    | 0.0%          | 0                       |
| 4620 Equipment/Resources                 | 0                      | 85                    | 85                       |                          | 85                 | 0.0%          |                         |
| Litter Warden Indirect Payments          | 0                      | 85                    | 85                       | 0                        | 85                 | 0.0%          | 0                       |
| <b>Movement to/(from) Gen Reserve</b>    | <b>0</b>               |                       |                          |                          |                    |               |                         |
| 260 Bus Shelter/f/pot/Footpaths          |                        |                       |                          |                          |                    |               |                         |
| 1110 Env Clnsg Grant                     | 0                      | 2,100                 | 2,100                    |                          |                    | 0.0%          |                         |
| Bus Shelter/f/pot/Footpaths Receipts     | 0                      | 2,100                 | 2,100                    |                          |                    | 0.0%          | 0                       |
| <b>Movement to/(from) Gen Reserve</b>    | <b>0</b>               |                       |                          |                          |                    |               |                         |
| 280 King George V Building               |                        |                       |                          |                          |                    |               |                         |
| 1130 FiT BG Solar Panels                 |                        | 549                   | 1,000                    | 451                      |                    | 54.9%         |                         |
| 1220 KGV Rent                            | 9,167                  | 27,500                | 18,333                   |                          |                    | 33.3%         |                         |
| King George V Building Receipts          | <b>9,715</b>           | <b>28,500</b>         | <b>18,785</b>            |                          |                    | <b>34.1%</b>  | <b>0</b>                |
| 4140 Insurance                           | 0                      | 350                   | 350                      |                          | 350                | 0.0%          |                         |
| 4150 Inspections/Annual Service          | 0                      | 1,350                 | 1,350                    |                          | 1,350              | 0.0%          |                         |
| 4330 Rates                               | 1,841                  | 2,750                 | 909                      |                          | 909                | 67.0%         |                         |
| 4340 Electricity                         |                        | 109                   | 400                      | 291                      | 291                | 27.3%         |                         |

Detailed Receipts & Payments by Budget Heading 01/07/2019

Cost Centre Report

|  | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent       | Transfer to/from<br>EMR |
|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| 4350 Water                               | 551                    | 1,000                 | 449                      |                          | 449                | 55.1%         |                         |
| 4370 Gas                                 | 676                    | 2,500                 | 1,824                    |                          | 1,824              | 27.0%         |                         |
| 4450 Repairs and Maintenance             | 300                    | 3,000                 | 2,700                    |                          | 2,700              | 10.0%         |                         |
| 4540 Cleaning/Supplies                   | 20                     | 0                     | (20)                     |                          | (20)               | 0.0%          |                         |
| King George V Building Indirect Payments |                        | <b>3,497</b>          | <b>11,350</b>            | <b>7,853</b>             | <b>0</b>           | <b>7,853</b>  | <b>30.8% 0</b>          |
| <b>Movement to/(from) Gen Reserve</b>    |                        | <b>6,218</b>          |                          |                          |                    |               |                         |
| 300 Tennis Club                          |                        |                       |                          |                          |                    |               |                         |
| 4120 Legal and Professional Fees         | 33                     | 0                     | (33)                     |                          | (33)               | 0.0%          |                         |
| Tennis Club Indirect Payments            |                        | <b>33</b>             | <b>0</b>                 | <b>(33)</b>              | <b>0</b>           | <b>(33)</b>   | <b>0</b>                |
| <b>Movement to/(from) Gen Reserve</b>    |                        | <b>(33)</b>           |                          |                          |                    |               |                         |
| Grand Totals:- Receipts                  |                        | <b>67,905</b>         | <b>146,125</b>           | <b>78,220</b>            |                    | <b>46.5%</b>  |                         |
| Payments                                 |                        | <b>46,013</b>         | <b>117,600</b>           | <b>71,587</b>            | <b>0</b>           | <b>71,587</b> | <b>39.1%</b>            |
| <b>Net Receipts over Payments</b>        |                        | <b>21,892</b>         | <b>28,525</b>            | <b>6,633</b>             |                    |               |                         |

| CHURCHMANS MEADOW - FOR INFORMATION        |  | NOT INCLUDED IN BUDGET |                    |                    |                    |                    |                    |                   |         |                   |         |                   |
|--|--|------------------------|--------------------|--------------------|--------------------|--------------------|--------------------|-------------------|---------|-------------------|---------|-------------------|
| YEAR END 2018/19                           |  | ACTUAL                 | ACTUAL             | ACTUAL             | ACTUAL             | ACTUAL             | ACTUAL             | ACTUAL            | ACTUAL  | ACTUAL            | ACTUAL  | Predicted         |
|  |  | 2011/12                | 2012/13            | 2013/14            | 2014/15            | 2015/16            | 2016/17            | 2017/18           | 2017/18 | 2018/19           | 2018/19 | 2019/20           |
| <b>Expenditure</b>                         |  |                        |                    |                    |                    |                    |                    |                   |         |                   |         |                   |
| Grounds maintenance                        |  | £ 892.00               | £ 924.00           | £ 833.00           | £ 854.00           | £ 197.00           | £ 485.00           | £ 875.00          |         | £719.00           |         | £ 600.00          |
| Groundworks/fence                          |  |                        |                    |                    |                    |                    |                    | £ 564.00          |         | £809.00           |         | £ 742.00          |
| Tree surgery                               |  |                        | £ 1,065.00         |                    |                    | £ 1,000.00         |                    |                   |         | £0.00             |         |                   |
| Insurance                                  |  | £ 46.00                |                    |                    | £ 47.00            | £ 35.00            | £ 38.00            | £ 38.00           |         | £42.00            |         | £42.00            |
| Repairs/maintenance                        |  |                        | £ 48.00            |                    |                    | £ 1,205.00         |                    | £ 1,306.92        |         |                   |         |                   |
| Tree and bat surveys                       |  |                        | £ 170.00           | £ 375.00           | £ 130.00           |                    |                    |                   |         | £375.00           |         |                   |
| Play area inspections/risk assessment      |  | £ 75.00                | £ 63.00            | £ 65.00            | £ 65.00            | £ 65.00            | £ 67.00            | £ 68.00           |         | £464.00           |         | £ 69.00           |
| Hedging/trees                              |  |                        |                    |                    |                    | £ 30.00            | £ 75.00            | £ 218.00          |         | £60.00            |         | £ 80.00           |
| Litter/dog bin emptying                    |  | £ 104.00               | £ 114.00           | £ 119.00           | £ 122.00           | £ 122.00           | £ 122.00           | £ 110.00          |         | £110.00           |         | £ 110.00          |
| Open spaces warden                         |  |                        |                    | £ 500.00           |                    | £ 400.00           | £ 510.00           | £ 520.00          |         | £569.00           |         | £ 585.00          |
| Replacement benches in play area           |  | £ 710.00               |                    |                    |                    |                    |                    |                   |         |                   |         |                   |
| FIT membership                             |  |                        |                    |                    |                    |                    |                    | £ 21.00           |         | £21.00            |         | £ 27.00           |
| <b>Total expenditure</b>                   |  | <b>£ 1,827.00</b>      | <b>£ 2,384.00</b>  | <b>£ 1,892.00</b>  | <b>£ 1,218.00</b>  | <b>£ 3,054.00</b>  | <b>£ 1,297.00</b>  | <b>£ 3,720.92</b> |         | <b>£3,169.00</b>  |         | <b>£ 2,255.00</b> |
| <b>Income</b>                              |  |                        |                    |                    |                    |                    |                    |                   |         |                   |         |                   |
| Easement payment                           |  |                        |                    |                    |                    |                    |                    | £15,000.00        |         |                   |         |                   |
| <b>Balance of Section 106 contribution</b> |  | <b>£ 20,910.00</b>     | <b>£ 18,526.00</b> | <b>£ 16,634.00</b> | <b>£ 15,416.00</b> | <b>£ 12,362.00</b> | <b>£ 11,065.00</b> | <b>£ 7,344.08</b> |         | <b>£ 4,175.08</b> |         | <b>£ 1,920.08</b> |

| FOXHOLES - FOR INFORMATION          |  | NOT INCLUDED IN BUDGET |                    |                    |                    |         |                    |                    |                    |                   |                   |                 |                   |        |
|-------------------------------------|--|------------------------|--------------------|--------------------|--------------------|---------|--------------------|--------------------|--------------------|-------------------|-------------------|-----------------|-------------------|--------|
| YEAR END 2018/19                    |  | ACTUAL                 | ACTUAL             | ACTUAL             | ACTUAL             | ACTUAL  | ACTUAL             | ACTUAL             | ACTUAL             | ACTUAL            | ACTUAL            | ACTUAL          | ACTUAL            | ACTUAL |
|                                     |  | 2008/9                 | 2009/10            | 2010/11            | 2011/12            | 2012/13 | 2013/14            | 2014/15            | 2015/16            | 2016/17           | 2017/18           | 2018/19         | 2019/20           |        |
| <b>Expenditure</b>                  |  |                        |                    |                    |                    |         |                    |                    |                    |                   |                   |                 |                   |        |
| Admin - land transfer               |  | £ 106.00               |                    |                    |                    |         |                    |                    |                    |                   |                   |                 |                   |        |
| Bat survey/supervision              |  | £ 299.00               | £ 209.00           |                    |                    |         |                    | £ 130.00           |                    |                   |                   |                 | £ 178.00          |        |
| Culvert repair                      |  |                        |                    |                    |                    |         |                    |                    |                    |                   |                   |                 |                   |        |
| Tree surgery                        |  |                        | £ 4,260.00         |                    |                    |         |                    | £ 320.00           | £ 4,400.00         | £ 1,350.00        |                   |                 | £ 500.00          |        |
| Hedge cutting - pathway             |  |                        | £ 360.00           |                    | £ 375.00           |         | £ 220.00           | £ 240.00           | £ 90.00            | £ 75.00           | £ 150.00          | £ 150.00        | £ 160.00          |        |
| Security post installation          |  |                        |                    | £ 78.00            |                    |         |                    |                    |                    |                   |                   |                 |                   |        |
| Open spaces warden                  |  |                        |                    | £ 350.00           |                    |         | £ 300.00           |                    | £ 400.00           | £ 510.00          | £ 536.00          | £ 569.00        | £ 585.00          |        |
| Tree survey                         |  |                        |                    |                    |                    |         |                    | £ 650.00           |                    |                   | £ 410.00          |                 |                   |        |
| Post and installation               |  |                        |                    |                    |                    |         |                    |                    |                    | £ 35.00           |                   |                 |                   |        |
| Fencing                             |  |                        |                    |                    |                    |         |                    | £ 361.00           |                    |                   |                   |                 |                   |        |
| <b>Total expenditure</b>            |  | <b>£ 405.00</b>        | <b>£ 4,829.00</b>  | <b>£ 428.00</b>    | <b>£ 375.00</b>    |         | <b>£ 520.00</b>    | <b>£ 1,701.00</b>  | <b>£ 4,890.00</b>  | <b>£ 1,970.00</b> | <b>£ 1,096.00</b> | <b>£ 719.00</b> | <b>£ 1,423.00</b> |        |
| <b>Income</b>                       |  |                        |                    |                    |                    |         |                    |                    |                    |                   |                   |                 |                   |        |
| <b>Balance of S106 contribution</b> |  | <b>£ 23,501.00</b>     | <b>£ 18,672.00</b> | <b>£ 18,244.00</b> | <b>£ 17,869.00</b> |         | <b>£ 17,349.00</b> | <b>£ 15,648.00</b> | <b>£ 10,958.00</b> | <b>£ 9,498.00</b> | <b>£ 8,402.00</b> | £ 7,683.00      | £ 6,260.00        |        |



**EARMARKED RESERVES as resolved 13.1.2019**

|  | Was            | Reallocate     | Now           |
|--|----------------|----------------|---------------|
| Half a year (18/19) running costs (from budget, not actual cost) | 33,020         | 0              | 33,020        |
| Burial ground  | 29,505         | 0              | 19,505        |
| Neighbourhood plan   | 14,820         | 0              | 14,820        |
| Traffic Calming  | 4,578          | 0              | 4,578         |
| S137 (18/19 unpaid)  | 1,675          | 0              | 1,675         |
| <i>Churchman's Meadow (precise figure not identified)</i>        | 5,000          | 0              | 5,000         |
| <i>Foxholes (precise figure not identified)</i>                  | 5,000          | 0              | 5,000         |
| LS contribution to Road maintenance 18/19                        | 500            | 0              | 500           |
| Burial ground maintenance 18/19 undercharge                      | 500            | 0              | 500           |
| Noticeboard  | 1,850          | -1,850         | 0             |
| Jubilee Hall   | 2,050          | -1,500         | 550           |
| Rudgwick Hall hall floor   | 2,000          | -2,000         | 0             |
| Roof repairs   | 2,000          | -1,000         | 1,000         |
| Rudgwick Hall refurb, roof, security, elec insp                  | 15,157         | -11,600        | 3,557         |
| Road /car park   | 18,623         | -10,000        | 8,623         |
| <b>Total reserve required</b>                                    | <b>136,278</b> | <b>-27,950</b> | <b>98,328</b> |

|                                    | 2019/20  | 31.7.19 | Explanation   |
|------------------------------------|----------|---------|---|
| Expenditure                        | -122,525 | 46,013  | A number of invoices are to be received for work done/committed to (£10,000)  |
| Income                             | +47,585  | 67,905  | Includes £15k VAT, 50% precept and hire income until 30.9.  |
| Total                              | -81,994  | +21,892 |   |
| Bank Accounts 31.7.2019            |          | 147,302 | Does not include deed account   |
| Earmarked Reserves (see next page) | 65,308   | 74,616  | 37,500 was re-allocated last year to support general reserves – there is an opportunity for partial rectification.<br>Recommendation: to consider earmarking money for Youth Centre, Rudgwick car park/road |
|                                    |          | 72,686  | (of which £45,000 is General Reserves)  |

\*



| Account                            | Opening Balance | Net Transfers    | Closing Balance  |
|------------------------------------|-----------------|------------------|------------------|
| 320 EMR - Cemetery Extension       | 0.00            | 17,255.00        | 17,255.00        |
| 330 EMR - Neighbourhood Plan       | 0.00            | 14,820.00        | 14,820.00        |
| 340 EMR - Traffic Calming Measures | 0.00            | 4,578.00         | 4,578.00         |
| 350 EMR - Churchman's Meadow       | 0.00            | 4,175.00         | 4,175.00         |
| 360 EMR - Foxholes Copse           | 0.00            | 7,683.00         | 7,683.00         |
| 370 EMR - Road Car Park            | 0.00            | 9,123.00         | 9,123.00         |
| 380 EMR - Rudgwick Hall Refurb     | 0.00            | 4,557.00         | 4,557.00         |
| 390 EMR - Jubilee Hall Refurb      | 0.00            | 550.00           | 550.00           |
| 400 EMR - Gen Maint/Inspections    | 0.00            | 5,000.00         | 5,000.00         |
| 900 EMR - Lease Deed KGV           | 0.00            | 6,875.00         | 6,875.00         |
|                                    | <b>0.00</b>     | <b>74,616.00</b> | <b>74,616.00</b> |