

## TENBURY TOWN COUNCIL 2013/14 FS06

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Minutes of the **FINANCE AND STAFFING GROUP** meeting held on **Monday 24<sup>th</sup> February 2014 at 7:20 pm** in the Pump Rooms, Teme Street, Tenbury Wells

**PRESENT:** Cllr G. Price (Mayor), Cllr M. Willis (Chair), Cllr E. Weston (Deputy Chair)  
Cllr S. Corfield Cllr J. da Costa, Cllr E. Hudson, Cllr J. Morgan

**IN ATTENDANCE:** Town Clerk

**ABSENT:** Cllr S. Bowkett

**6.1 Apologies. To consider the acceptance of apologies for absence from Councillors**  
None

**6.2 Declarations of Interest.**  
None

**6.3 To approve as a true and accurate record the resolutions and Minutes of the previous meeting held on 27<sup>th</sup> January 2014.**  
The Minutes of the previous meeting held on 27<sup>th</sup> January 2014 were approved and signed by the Chairman as a true and correct record of proceedings.

**6.4 To review the budget for the year and the Council's financial position to date and projected for the end of the financial year.**

Attached Appendix A

**RESOLVED** that the budget position to date be approved.

**6.5 To approve the Monthly Accounts for February 2014 and the Outstanding Accounts for March 2014 for recommendation to Full Council.**

Attached Appendix B.

**RESOLVED** that the Monthly Accounts to February 2014 and any Outstanding Accounts for March 2014 be approved and so presented for ratification by Full Council.

**6.6 To confirm the resignation of the Relief Groundsman and delegate authority to appoint a replacement.**

Members noted the resignation. The post had already been advertised and applications received. Applications would be reviewed under item 6.12. Members agreed that powers should be delegated to interview and appoint a replacement.

**RESOLVED** that Cllr da Costa, Chair of Amenities, Cllr Weston, Deputy of Chair of Finance & Staffing and Clerk be delegated to interview and appoint this post.

**6.7 To approve the continued appointment of Mrs Yvonne Scriven as Internal Auditor to the Council**

Members were happy with the work carried out to date and no objections were raised.

**RESOLVED** to continue the appointment of Mrs Yvonne Scriven as Internal Auditor.

**6.8 To be updated on submission of the 2014/15 Precept to MHDC**

The Clerk reported that Malvern Hills District Council had acknowledged receipt of the Precept submission and had confirmed a revised tax base figure which now included residents of Mistletoe Row. The tax base had increased from 1058.68 to 1075.89. It was noted that the true full tax base for Tenbury was 1239.07 but that figures for calculation were now reduced proportional to the number of households liable to pay 100% of council tax. On this basis the Band D portion of the 2014/15 Council Tax bill payable to Tenbury Town Council as precept would be a total of £113.82 per household.

**6.9 Correspondence**  
None

**6.10 Councillors' reports and items for future agenda**  
None

**6.11 Exclusion of the Press and Public.**  
**RESOLVED** that the press and public be excluded from the meeting during consideration of the following items of business because it is likely that in view of the nature of the business to be transacted, there would be disclosure of exempt information, as defined in Section 100(l) of the Local Government Act 1972:-

**6.12 To consider applications received for the post of Relief Groundsman**  
Members considered the applications received and shortlisted three candidates for interview. The Clerk to arrange interviews as soon as possible.

Meeting closed at 8:25 pm

Signed .....

Dated .....

PREMISES									PREMISES						
EXPENDITURE	ORIGINAL BUDGET	Re Forecast Budget 04/10/13	Carried over From RESERVES	Total Budgeted Spend	ACTUAL	ACTUAL	ACTUAL	% of Budget Reached TO DATE	INCOME	BUDGET	ACTUAL	ACTUAL	ACTUAL	% of Budget Reached TO DATE	
Property Running Costs	2013-14	2013-14	2013-14	2013-14	Jan-14	Feb-14	Mar-14			2013-14	Jan-14	Feb-14	Mar-14		
<b>Pump Rooms</b>									<b>Pump Rooms</b>						
Gas	2000	2000		2000	646.76	646.76	646.76	32%	Bookings	5600	2,912.50	3,733.00	3,733.00	67%	
Electricity	660	660	300	960	810.82	810.82	810.82	84%							
Water	300	300		300											
Rates	3100	3100		3100	2,956.80	2,956.80	2,956.80	95%							
Building Maintenance	2000	2000	600	2600	407.87	407.87	407.87	16%							
Fire Extinguishers/Alarm	600	600		600	398.44	398.44	398.44	66%							
Electrical Maintenance/Checks	200	200	345	545	116.45	116.45	116.45	21%							
Boiler Maintenance	200	200		200	157.00	157.00	157.00	79%							
Cleaning Materials/Disposables	50	50		50	33.36	33.36	33.36	67%							
Fountain/Bath Restoration incl Reserv	500														
Wedding License	500	500		500	500.00	500.00	500.00	100%							
	<b>10110</b>	<b>9610</b>	<b>1245</b>	<b>10855</b>	<b>6027.50</b>	<b>6027.50</b>	<b>6027.50</b>	<b>56%</b>		<b>5600</b>	<b>2912.50</b>	<b>3733.00</b>	<b>3733.00</b>	<b>67%</b>	
<b>Regal</b>									<b>Regal &amp; C.Centre</b>						
Building Maintenance	1500	1500	3500	5000	4,054.78	4,054.78	4,054.78	81%							
On going support fund	2500	2500		2500	2,500.00	2,500.00	2,500.00	100%	Rent	4400	4,033.00	4,033.00	4,400.00	100%	
RTT Grant Donation	10000	10000		10000	10,000.00	10,000.00	10,000.00	100%							
	<b>14000</b>	<b>14000</b>	<b>3500</b>	<b>17500</b>	<b>16554.78</b>	<b>16554.78</b>	<b>16554.78</b>	<b>95%</b>		<b>4400</b>					
<b>Pavilion &amp; Groundsmans Shed</b>															
Electricity	1100	1100		1100	373.64	673.58	673.58	61%							
Water	200	200		200	90.72	90.72	90.72	45%							
Rates	400	400		400	323.40	323.40	323.40	81%							
Building Maintenance	500	500	200	700	685.67	685.67	685.67	98%							
Electrical Maintenance	300	300	160	460	452.92	452.92	452.92	98%							
Pavilion Roof Maintenance	1000	1000		1000											
	<b>3,500.00</b>	<b>3,500.00</b>	<b>360.00</b>	<b>3,860.00</b>	<b>1,926.35</b>	<b>2,226.29</b>	<b>2,226.29</b>	<b>58%</b>							
<b>Changing Rooms</b>															
Electricity	550	550		550	377.41	461.00	461.00	84%	Changing Rooms Meter	400	160.00	160.00	160.00	40%	
Water	200	200		200	112.02	112.02	112.02	56%							
Building Maintenance	250	250	250	500	492.70	492.70	492.70	99%							
Electrical Maintenance	150	150		150	129.00	129.00	129.00	86%							
	<b>1,150.00</b>	<b>1,150.00</b>	<b>250.00</b>	<b>1,400.00</b>	<b>1,111.13</b>	<b>1,194.72</b>	<b>1,194.72</b>	<b>85%</b>		<b>400</b>					
<b>Old Mortuary</b>															
Building Maintenance	1000	1000		1000	774.82	774.82	774.82	77%	Mortuary Rent	150					
Old Mortuary Renovation	2000	2000		2000	2,000.00	2,000.00	2,000.00	100%							
	<b>3,000.00</b>	<b>3,000.00</b>	<b>-</b>	<b>3,000.00</b>	<b>2,774.82</b>	<b>2,774.82</b>	<b>2,774.82</b>	<b>92%</b>		<b>150</b>					
	<b>31,760.00</b>	<b>31,260.00</b>	<b>5,355.00</b>	<b>36,615.00</b>	<b>28,394.58</b>	<b>28,778.11</b>	<b>28,778.11</b>	<b>79%</b>							
<b>Contingency Fund</b>	1000	1000		1000	3.00										
<b>PREMISES TOTAL</b>	<b>32,760.00</b>	<b>32,260.00</b>	<b>5,355.00</b>	<b>37,615.00</b>	<b>28,397.58</b>	<b>28,778.11</b>	<b>28,778.11</b>	<b>77%</b>	<b>PREMISES TOTAL</b>	<b>10550</b>	<b>7106</b>	<b>7926</b>	<b>8293</b>	<b>79%</b>	

AMENITIES									AMENITIES						
EXPENDITURE	ORIGINAL BUDGET	Re Forecast Budget	Carried over From RESERVES	Total Budgeted Spend	ACTUAL	ACTUAL	ACTUAL	% of Budget Reached TO DATE	INCOME	BUDGET	ACTUAL	ACTUAL	ACTUAL	% of Budget Reached TO DATE	
Property Running Costs	2013-14	2013-14	2013-14	2013-14	Jan-14	Feb-14	Mar-14			2013-14	Jan-14	Feb-14	Mar-14		
<b>Bowling Green</b>															
Treatment & Scarifying	1500	1500		1500	120.00	120.00	120.00	8%	Bowling Club	550	550.00	550.00	550.00	100%	
									Bowling League	550	550.00	550.00	550.00	100%	
									Pay per Use Fees						
	<b>1,500.00</b>	<b>1,500.00</b>	-	<b>1,500.00</b>	120.00	120.00	120.00	8%		1100	1,100.00	1,100.00	1,100.00	100%	
<b>Tennis Courts</b>															
Repair & Resurface	1000	4000		4000	2,007.08	2,007.08	2,007.08	50%	Tennis Club Fees	939	963.00	963.00	963.00	103%	
Tennis Court Path	500	500	250.00	750					Pay per Use Fees	250	88.20	88.20	88.20	35%	
	<b>1,500.00</b>	<b>4,500.00</b>	<b>250.00</b>	<b>4,750.00</b>	2,007.08	2,007.08	2,007.08	42%		1189	1,051.20	1,051.20	1,051.20	88%	
<b>Burgage</b>															
Grass Cutting	1900	1900		1900	1,868.85	1,868.85	1,868.85	98%	Bonfire	120					
Kyre Bank Strimming	800	800		800	300.00	300.00	300.00	38%							
Play Area	500	500		500					Car Boot Sales	600	600.00	600.00	600.00	100%	
Shrubs & Flowers	500	500		500											
Japanese Knotweed	500	500		500	500.00	500.00	500.00	100%							
Premises License	100	100		100											
Honeycomb Grid for Access	2000														
New Play Area Fund	2000	2000		2000	2,000.00	2,000.00	2,000.00	100%		720	600.00	600.00	600.00	83%	
	<b>8,300.00</b>	<b>6,300.00</b>	-	<b>6,300.00</b>	2,668.85	2,668.85	2,668.85	42%							
<b>Palmers</b>									Football Club	967	735.75	735.75	735.75	76%	
Grass Cutting	1900	1900		1900	1868.85	1868.85	1868.85	98%	Rugby Club	600	299.00	600.00	600.00	100%	
Hedge Cutting	100	100		100	50.00	50.00	50.00	50%	May Fair	735	735.00	735.00	735.00	100%	
Car Park Rates	4300	4300		4300	4158.00	4158.00	4158.00	97%	Scout Hut	5	5.00	5.00	5.00	100%	
Repainting of Carpark Lines	1000	1000		1000					Skip Rent, annual.		450.00	450.00	450.00	100%	
	<b>7,300.00</b>	<b>7,300.00</b>	-	<b>7,300.00</b>	6,076.85	6,076.85	6,076.85	83%		2307	2,224.75	2,525.75	2,525.75	109%	
<b>General Costs</b>															
Groundsman Tools	300	300	100	400	315.15	315.15	315.15	79%	Cemetery charges	200	300.00	300.00	300.00	150%	
Petrol/Diesel	300	300		300	118.18	118.18	118.18	39%							
Maintenance of Equipment	600	600		600	510.37	510.37	510.37	85%							
Maintenance Costs	1000	1000		1000	792.59	1,016.57	1,016.57	102%							
Tree Work	2000	2000	3000	5000	4,100.00	5,000.00	5,000.00	100%							
Groundsman Training	700	700		700	700.00	700.00	700.00	100%		200	300.00	300.00	300.00	150%	
	<b>4,900.00</b>	<b>4,900.00</b>	<b>3,100.00</b>	<b>8,000.00</b>	6,536.29	7,660.27	7,660.27	96%							
										5516	5,275.95	5,576.95	5,576.95	123%	
	<b>23,500.00</b>	<b>24,500.00</b>	<b>3,350.00</b>	<b>27,850.00</b>	<b>17,409.07</b>	<b>18,533.05</b>	<b>18,533.05</b>	67%							
<b>Contingency Fund</b>	1000	1000	1587.50	2587.5	1,657.50	1,727.50	1,727.50	67%							
<b>AMENITIES TOTAL</b>	<b>24,500.00</b>	<b>25,500.00</b>	<b>4,937.50</b>	<b>30,437.50</b>	19,066.57	20,260.55	20,260.55	67%	<b>AMENITIES TOTAL</b>	5516	5,275.95	5,576.95	5,576.95	123%	

ADMINISTRATION				ADMINISTRATION				ADMINISTRATION						
EXPENDITURE	ORIGINAL BUDGET	Re Forecast Budget	Carried over From RESERVES	Total Budgeted Spend	ACTUAL	ACTUAL	ACTUAL	% of Budget Reached TO DATE	INCOME	BUDGET	ACTUAL	ACTUAL	ACTUAL	% of Budget Reached TO DATE
	2013-14	2013-14	2013-14	2013-14	Jan-14	Feb-14	Mar-14			2013-14	Jan-14	Feb-14	Mar-14	
Petty Cash	200	200		200	200.00	200.00	200.00	100%						
Telephone/Broadband	700	700		700	503.28	509.28	515.28	74%						
Stationery & Misc.	450	350		350	334.02	334.02	334.02	95%						
Photocopying	450	550	150	700	534.67	624.97	624.97	89%						
Lone Worker Alarm	150	150		150	135.60	135.60	135.60	90%						
Computer & software	400	400	-150	250	184.58	184.58	184.58	74%						
	<b>2350</b>	<b>2350</b>		<b>2350</b>	1892.15	1988.45	1994.45	85%						
<b>Council Running Costs</b>														
Audit etc.	1800	1800		1800	1,000.00	1,000.00	1,000.00	56%	Recovered VAT	9000	3,801.34	3,801.34	3,801.34	42%
Internal Auditors Fee	200	200		200	150.00	150.00	150.00	75%	Wayleaves		55.24	55.24	55.24	
Elections	700	700		700	700.00	700.00	700.00	100%			5.00	5.00	5.00	
Fees (Legal)	1000	1000		1000	796.00	796.00	796.00	80%	Interest on A/Cs	20	4.30	4.30	4.30	22%
Memberships CALC/SLCC	1200	1200		1200	1,201.94	1,291.94	1,291.94	108%	Hereford and Worcester A	10				
Training Courses	500	500		500		75.00	75.00							
Travel Allowances	200	200		200										
Insurance (all buildings)	8000	5500		5500	5,270.51	5,270.51	5,270.51	96%						
Employers Nat.Ins	4500	4500		4500	3,106.57	3,106.57	3,106.57	69%						
	<b>18100</b>	<b>15600</b>		<b>15600</b>	12225.02	12390.02	12390.02	79%		9030	3865.876	3865.876	3865.876	43%
<b>Community Services</b>														
Street Lighting	2500	2500		2500	1,656.21	1,656.21	1,656.21	66%						
Car Park Maintenance (Long term)	4000	4000		4000	4,000.00	4,000.00	4,000.00	100%						
Bus shelter, maintenance/cleaning	400	400		400	48.00	48.00	48.00	12%						
	<b>6900</b>	<b>6900</b>		<b>6900</b>	5704.21	5704.21	5704.21	83%						
<b>Donations</b>														
Tenbury in Bloom	150	150		150	150.00	150.00	150.00	100%						
Tenbury Tourism	350	350		350	350.00	350.00	350.00	100%						
Tenbury CAB		1000		1000	1,000.00	1,000.00	1,000.00	100%						
Tenbury CoT Christmas Lights		500		500	500.00	500.00	500.00	100%						
Tenbury NILS		500		500	500.00	500.00	500.00	100%						
	<b>500</b>	<b>2500</b>		<b>2500</b>	<b>2500</b>	<b>2500</b>	<b>2500</b>	100%						
<b>Promotion</b>														
Advertising	1000	1000	100	1100	854.33	1,092.33	1,092.33	99%						
Web Site/Digital Screen	300	300	-100	200	150.00	150.00	150.00	75%						
	<b>1300</b>	<b>1300</b>		<b>1300</b>	1004.33	1,242.33	1242.33	96%						
<b>Loans</b>														
Public Works Loan Board(all loans)	4500	4500		4500	3,957.58	3,957.58	3,957.58	88%						
	<b>4500</b>	<b>4500</b>		<b>4500</b>	3957.58	3957.58	3957.58	88%						
<b>Payback Schemes</b>														
Lengthsman	3000	3000		3000	1,890.00	2,080.00	2,080.00	69%	Lengthsman	3000	1,675.00	1,890.00	1,890.00	63%
Footpaths	500	500		500		320.00	500.00	100%	Footpaths	500		500.00	500.00	100%
Rate Relief	300	300		300					Rate Relief	300	144.24	144.24	144.24	48%
	<b>3800</b>	<b>3800</b>		<b>3800</b>	1890	2400	2580	68%		3800	1819.24	2534.24	2534.24	67%
Hanging Baskets	1000	1000	918	1918	1,813.50	1,813.50	1,813.50	95%	Hanging Baskets	1000				
	<b>1000</b>	<b>1000</b>	<b>918</b>	<b>1918</b>	<b>1813.5</b>	<b>1813.5</b>	<b>1813.5</b>	95%						
	<b>38,450.00</b>	<b>37,950.00</b>	<b>918.00</b>	<b>38,868.00</b>	30,986.79	31,996.09	32,182.09	83%						
<b>Contingency Fund</b>														
	1000	1000		1000	715.93	955.25	996.11	100%		12830	5,685.12	6,400.12	6,400.12	50%
ADMIN SUB TOTAL	<b>39,450.00</b>	<b>38,950.00</b>	<b>918.00</b>	<b>39,868.00</b>	31,702.72	32,951.34	33,178.20	83%						

EXPENDITURE	ORIGINAL BUDGET	Re Forecast Budget	Carried over From RESERVES	Total Budgeted Spend	ACTUAL	ACTUAL	ACTUAL	% of Budget Reached TO DATE	INCOME	12830	5,685.12	6,400.12	6,400.12	50%
	2013-14	2013-14	2013-14	2013-14	Jan-14	Feb-14	Mar-14			BUDGET	ACTUAL	ACTUAL	ACTUAL	% of Budget Reached TO DATE
										2013-14	Jan-14	Feb-14	Mar-14	
<b>WAGES/ALLOWANCES</b>														
Mayors Allowance	1500	1500		1500	591.00	1,050.86	1,050.86	70%						
SALARIES	60000	60000		60000	51,946.75	56,003.00	60,352.41	101%						
HLF Salaries	21000	21000		21000	13,896.44	13,896.44	13,896.44	66%						
WAGES/ALLOWANCES TOTAL	61500	61500		61500.00	52537.75	57053.86	61403.27	100%						
<b>ADMIN GRAND TOTAL</b>	<b>100,950</b>	<b>100,450</b>	<b>918</b>	<b>101,368.00</b>	84,240.47	90,005.20	94,581.47	93%	<b>PRECEPT</b>	129314	129,314.00	129,314.00	129,314.00	100%
<b>OVERVIEW</b>									<b>OVERVIEW</b>					
		Re Forecast Budget		Total Budgeted Spend										
<b>TOTALS</b>	2013/14	2013/14	2013/14	2013/14	Actual	Actual	Actual	% of Budget Reached TO DATE	<b>Year End Projected Balance Unreceived</b>	% of Budget Reached TO DATE	Actual	Actual	Actual	% of Budget Reached TO DATE
<b>EXPENDITURE</b>	<b>BUDGET</b>	<b>BUDGET</b>		<b>BUDGET</b>	Jan-14	Feb-14	Mar-14				Jan-14	Feb-14	Mar-14	
PREMISES	32760	32,260.00	5355	37615	28,397.58	28,778.11	28,778.11	77%	PREMISES	10550	7,105.50	7,926.00	8,293.00	79%
AMENITIES	24500	25,500	4937.5	30438	19,066.57	20,260.55	20,260.55	67%	AMENITIES	5516	5,275.95	5,576.95	5,576.95	123%
ADMINISTRATION	100950	100,450	918	101368	84,240.47	90,005.20	94,581.47	93%	ADMINISTRATION	12830	5,685.12	6,400.12	6,400.12	50%
SUBTOTAL	158210	158210	11211	169421	131,704.62	139043.86	143620.13	85%	SUBTOTAL	28896	18067	19903	20270	73%
PRECEPT									PRECEPT	129314	129314	129314	129314	100%
TOTAL	158210	158210	11211	169421	131,705	139043.86	143620.13	85%	GRAND TOTAL	158210	147380.566	149217.066	149584.066	95%

HLF incl Salaries

50,813.48

# Tenbury Town Council Bank Accounts Summary as at

24/02/2014

Financial Year ending 31/3/14	Petty Cash	Barclays Current A/C - 023	Barclays Current A/C - 007 Savings	Barclays Re-cycling A/C - 104	Barclays HLF grant A/C - 143	WCC Deposit A/C	TOTALS
Closing balance per January Statement	0.50	3738.93	14349.39	47985.22	9793.12	946.83	76813.99
Closing balance per February Statement (cash at bank and in hand)	10.26	4795.17	10149.39	44485.22	43055.91	946.83	103442.78
							26628.79

**TOTAL PAYMENTS FOR FEBRUARY £ 10,855.49**

**Employment Costs for FEBRUARY NB Not yet cleared accounts £ 4,056.25**

**Payments due in FEBRUARY £ 6,799.24**

**CLEARED ACCOUNTS £ 4,000.05 HLF = £ 3,077.42**

Payee	Invoice No:	Ref	Total	VAT	NETT	Cheque No:	Issued	Cleared
Black Box AV	1247	Pyramid Telephone Audio P	1151.40	191.9	959.50	100214	10/02	17/02
printed.com	PDC00133208	Regal Story Book	381.42		381.42	100217	03/02	06/02
WMS		WMS resource order	137.40	22.9	114.50	100218	11/02	17/02
North Walsham Signs		Extra wall stickers	103.22		103.22	100217	03/02	06/02
Big Print Shop		Window banners	97.61	16.27	81.34	100217	03/02	06/02
CPC		Museum monitor mount	31.98	5.33	26.65	100217	03/02	06/02
Amazon.co.uk		Projector mount	40.83	8.17	32.66	100217	03/02	06/02
Amazon.co.uk		Craft supplies for CineMonk	47.60		47.60	100217	03/02	06/02
Amazon.co.uk		Films for film list	14.37	0.59	13.78	100217	03/02	06/02
Green Magic Co Ltd		A3 / Quad poster frames / A	287.64	47.94	239.70	100217	03/02	06/02
Office Furniture Online		Leaflet carousel	366.00	61	305.00	100217	03/02	06/02
Sign-rite		Interpretation vinyl sign	69.60	11.6	58.00	100221	11/02	17/02
Photobox		Photograph book of restora	348.35		348.35	100217	03/02	06/02
Barclays		Bank Charges - 13218023	199.76		199.76	DD	03/02	03/02
Barclays		Bank Charges - 63885143	11.67		11.67	DD	03/02	03/02
Orange		Groundsmans Phone 24/12	7.20	1.2	6.00	DD	10/02	10/02
Kidderminster Town Council		Kidderminster Charity Fund	60.00		60.00	102122	04/02	12/02
Bridgnorth Town Council		Bridgnorth Civic Dinner - Ch	44.00		44.00	102123	04/02	18/02
SLCC Enterprises Ltd	113657	CPD - VAT 2014 Course	90.00	15	75.00	102124	11/02	18/02
Mr P. Bevis		Footpath Maintenance 201:	320.00		320.00	102125	10/02	24/02
Mr C. Bunn		Lengthsman for January	190.00		190.00	102126	14/02	19/02

**NOT YET CLEARED ACCOUNTS £ 2,799.19 HLF = £ 78.00**

Payee	Invoice No:	Ref	Total	VAT	NETT	Cheque No:	Issued	Cleared
InfoActiv	310	Software License	78.00	13	65.00	100220	11/02	
Worcester City Council		Mayor's Charity Fund - Masked Di	80.00		80.00	102127	21/02	
Minerva Publications	M0006413	Ludlow Life Weddings Ad	118.80	19.8	99.00	102128	25/02	
A H Caldicott Bros	8632	Cable Ties & PSE for Ground	13.80	2.3	11.50	102129	25/02	
Adrian Hope Tree Services	8457	Tree Safety Works	1164.00	194	970.00	102130	25/02	
Newsquest Media Group	8195133	Ludlow Advertiser - Weddin	48.00	8	40.00	102131	25/02	
DE Publications Ltd	372	The Hype Magazine Ac - Fet	118.80	19.8	99.00	102132	25/02	
J G Banfield & Sons Ltd	4445	Groundsman - Paint, Glue e	29.80	4.96	24.84	102133	25/02	
Soho Commercial Ltd	14050	Hooded Litter Bins	225.17	37.53	187.64	102134	25/02	
Bowkett Ltd		Provisions re Flooding in Tenbury	27.89		27.89	102134	25/02	
West Mercia Supplies	9598692	Photocopier Lease Feb-May	108.36	18.06	90.30	102135	25/02	
British Gas Business	66377395/1 & 396/1	Electricity - Pavilion & Changing Rc	402.71	19.18	383.53	102136	25/02	
George Price		Civic Parade Refreshments	79.86		79.86	102137	25/02	
George Price		Mayor Travel Expenses	184.00		184.00	102137	25/02	
George Price		Bewdley Mayor Charity Event	12.00		12.00	102137	25/02	
DFP (UK) Ltd	2066	Membership Jan 2014 - March	108.00	18	90.00	102138	25/02	

## Approval for payments due in MARCH

Payee	Invoice No:	Ref	Total	VAT	NETT	Cheque No:	Due
Barclays		Bank Charges - 13218023	32.20	0	32.20	DD	07/03
Barclays		Bank Charges - 63885143	8.66	0	8.66	DD	07/03
Orange		Groundsmans Phone 24/12	7.20	1.2	6.00	DD	10/03
Advantage Business Supplies Ltd	11/115627	Stapler, Quick Tac & Staples	5.23	0.87	4.36		10/03
JC Joel		Regal Curtains	3795.60	632.6	3163.00		27/03
Mr P. Bevis		Footpath Maintenance 201:	180.00		180.00		27/03
Employment Costs			4056.00	0	4056.00		27/03

**CURRENTLY OUTSTANDING FOR MARCH £ 8,084.89 HLF = £ 3,795.60**