

## TENBURY TOWN COUNCIL 2014/15 FS05

Minutes of the **FINANCE AND STAFFING GROUP** meeting to be held on **MONDAY 28<sup>th</sup> September 2015 at 7:15 pm** in the Pump Rooms, Teme Street, Tenbury Wells

**PRESENT:** Cllr E Weston (Chair), Cllr J Fielder (Deputy Chair), Cllr D Ingram, Cllr J Morgan, Cllr D Patrick, Cllr S Perry, Cllr M. Willis (Mayor)

**ABSENT:** Cllr S Bowkett

**IN ATTENDANCE:** Town Clerk, 1 Member of the Public

### 5.1 Apologies. To consider the acceptance of apologies for absence from Councillors

It was noted that no apologies had been received from Cllr S. Bowkett who was absent.

### 5.2 Declarations of Interest.

None

### 5.3 Public Participation

None

### 5.4 To approve as a true and accurate record the resolutions and Minutes of the previous meeting held on 1st September 2015.

The Minutes of the previous meeting held on 1<sup>st</sup> September 2015 were approved and signed by the Chairman as a true and correct record of proceedings.

### 5.5 To review the budget for the year and the Council's financial position to end August.

Attached Appendix A. Members were satisfied that expenditure was according to budget.

### 5.6 To confirm payments authorised from Council bank accounts to end August 2015 and monthly reconciliation of bank accounts.

The Deputy Chairman confirmed that the Bank Accounts reconciled correctly with authorised payments.

### 5.7 To approve the Monthly Accounts for August 2015 and the Outstanding Accounts for September 2015 for recommendation to Full Council.

Attached Appendix B

**RESOLVED** that the Monthly Accounts for August 2015 and any Outstanding Accounts for September 2015 be approved and so presented for ratification by Full Council.

### 5.8 To consider proposals for reallocation of budgeted funds to complete works to open space areas as proposed by the Facilities committee on 21st September 2015.

Members considered proposals for reallocation of funds as attached at Appendix C. Aside from the items proposed by the Facilities committee there was also the need to include provision for expenditure on the Neighbourhood Plan which had not been agreed to proceed when the budget was originally prepared. Members agreed that the reallocations were sensible.

**RESOLVED** to propose the reallocation of budgeted funds for approval by Full Council

### 5.9 To consider setting up a working group to review the Council's investment policy and financial strategy.

The Clerk informed members that the FSCS protection limit on cash deposits at banks would reduce from £85k to £75k from Jan 2016. It was therefore necessary to look at splitting funds across different banks to ensure that they would be adequately protected. It was agreed that the Chairman, Cllr Patrick and the Mayor would look into alternative investment opportunities and formulate a proposal for further consideration.

### 5.10 To consider the steps to be taken toward setting the budget for 2016/17.

The Clerk reminded members that the budget for 2016/17 would soon need to be set. The next meeting would consider an overview for the following year to look at general areas which might

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**TENBURY TOWN COUNCIL 2014/15 FS05**

need alteration. The Facilities and Planning Committees would also need have input into the budgets for their areas. The initial review by Finance would take place at the October meeting and be further considered by the Committees in November. Proposals would then be finalised by Finance at the end of November for approval by Full Council in December.

**5.11 Correspondence.**

None

**5.12 Councillors' reports and items for future agenda**

None

**5.13 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(I) of the Local Government Act 1972:-

**5.14 To consider staffing matters.**

Members were informed that a young resident in the town had come forward looking for work experience and was helping out the Clerk while the process of recruiting an Assistant was ongoing. The help was much appreciated by the Clerk and Members felt that while the young person was being given good work experience it would be unfair not to offer some payment for the hours worked. Salary funds for the Administration Assistant had been budgeted which would cover this.

**RESOLVED** that payment of £7.50 per hour should be made for the hours worked.

Meeting closed at 8:56 pm

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FACILITIES							FACILITIES				
EXPENDITURE	ORIGINAL BUDGET	From RESERVES	Total Budgeted Spend incl Reserves	ACTUAL	ACTUAL	% of Budget Reached TO END	INCOME	ORIGINAL BUDGET	ACTUAL	ACTUAL	% of Budget Reached TO END
	2015-16	2015-16	2015-16	Jul-15	Aug-15	Aug-15		2015-16	Jul-15	Aug-15	Aug-15
<b>Pump Rooms</b>							<b>Pump Rooms</b>				
Gas	1300		1300	183.08	183.08	14%	Bookings	4000	1551.5	2100.5	53%
Electricity	1100		1100	218.04	305.22	28%					
Water	150		150								
Rates	3100		3100	1,230.00	1,537.00	50%					
Building Maintenance	2000		2000	170.71	170.71	9%					
Fire Extinguishers/Alarm	200		200	90.00	90.00	45%					
Electrical Maintenance/Checks	200		200								
Boiler Maintenance	200		200	85.00	85.00	43%					
Cleaning Materials/Disposables	50		50								
Wedding License		1750	1750		1,750.00	100%					
Project Reserves	4000		4000								
<b>Pump Rooms</b>	<b>12300</b>	<b>1750</b>	<b>14050</b>	<b>1,976.83</b>	<b>4,121.01</b>	<b>29%</b>		<b>4,000.00</b>	<b>1551.5</b>	<b>2100.5</b>	<b>53%</b>
<b>Regal</b>							<b>Regal</b>				
Building Maintenance	2500		2500		915.48	37%					
Project Reserves	4000		4000	1,984.50	4,000.00	100%	Rent	4400	1,468.00	1,835.00	42%
RTT Grant Donation	10000		10000	5,000.00	5,000.00	50%					
<b>Regal</b>	<b>16500</b>		<b>16500</b>	<b>6984.5</b>	<b>9915.48</b>	<b>60%</b>		<b>4400</b>	<b>1468</b>	<b>1835</b>	<b>42%</b>
<b>REGAL &amp; PUMP ROOMS</b>	<b>28800</b>	<b>1750</b>	<b>30550</b>	<b>8961.33</b>	<b>14036.49</b>	<b>46%</b>	<b>REGAL &amp; PUMP ROOMS</b>	<b>8400</b>	<b>3019.5</b>	<b>3935.5</b>	<b>42%</b>
<b>Palmers Meadow</b>							<b>Palmers Meadow</b>				
Grass Cutting	2300		2300	330.00	330.00	14%	Football Club	1006	246.50	493.00	49%
Hedge Cutting	200		200				Rugby Club	614			
Car Park Rates	4360		4360	1728.00	2160.00	50%	May Fair	735	735.00	735.00	100%
Repainting of Carpark Lines		2000	2000				Scout Hut	5			
Project Reserves Skate Park	2000		2000	500.00	500.00	25%	Skip Rent, annual.	225			
Project Reserves Car Park	4000		4000								
	<b>12,860.00</b>	<b>2,000.00</b>	<b>14860</b>	<b>2,058.00</b>	<b>2,490.00</b>	<b>17%</b>		<b>2,585.00</b>	<b>981.50</b>	<b>1,228.00</b>	<b>48%</b>
<b>Changing Rooms</b>							<b>Changing Rooms</b>				
Electricity	550		550	108.13	108.13	20%	Changing Rooms Meter	250	51.00	51.00	20%
Water	170		170	78.29	78.29	46%					
Building Maintenance	500		500		200.00	40%					
Electrical Maintenance	500		500								
Project Reserves	2000		2000								
<b>Changing Rooms</b>	<b>3720</b>		<b>3720</b>	<b>186.42</b>	<b>386.42</b>	<b>10%</b>		<b>250</b>	<b>51</b>	<b>51</b>	<b>20%</b>
<b>PALMERS MEADOW</b>	<b>16580</b>	<b>2000</b>	<b>18580</b>	<b>2244.42</b>	<b>2876.42</b>	<b>15%</b>	<b>PALMERS MEADOW</b>	<b>2,835.00</b>	<b>1032.5</b>	<b>1279</b>	<b>45%</b>

FACILITIES							FACILITIES				
EXPENDITURE	ORIGINAL BUDGET	From RESERVES	Total Budgeted Spend incl Reserves	ACTUAL	ACTUAL	% of Budget Reached TO END	INCOME	ORIGINAL BUDGET	ACTUAL	ACTUAL	% of Budget Reached TO END
	2015-16	2015-16	2015-16	Jul-15	Aug-15			Aug-15	2015-16	Jul-15	
<b>The Burgage</b>											
Grass Cutting	2300		2300	330.00	330.00	14%	Bonfire	120			
Kyre Bank Strimming	800		800								
Play Area	500		500	30.00	30.00	6%	Car Boot Sales	600	800.00	800.00	133%
Shrubs & Flowers	400		400								
Japanese Knotweed	500		500								
Premises License	80		80	70.00	70.00	88%					
Honeycomb Grid for Access	2000	11750	13750	11,750.00	11,750.00	85%					
	<b>6580</b>	<b>11750</b>	<b>18330</b>	<b>12180</b>	<b>12180</b>	<b>66%</b>		<b>720</b>	<b>800</b>	<b>800</b>	<b>111%</b>
<b>Bowling Green</b>											
Treatment & Scarifying	1500		1500	50.00	75.00	5%	Bowling Club	572		572.00	100%
							Bowling League	572			
							Pay per Use Fees				
	<b>1500</b>		<b>1500</b>	<b>50</b>	<b>75</b>	<b>5%</b>		<b>1144</b>		<b>572</b>	<b>50%</b>
<b>Tennis Courts</b>											
Repair & Upkeep	1500	750	2250	750.00	750.00	33%	Tennis Club Fees	1002			
Tennis Courts Project Reserves	4000		4000				Pay per Use Fees	150	30.40	30.40	20%
	<b>5500</b>	<b>750</b>	<b>6250</b>	<b>750</b>	<b>750</b>	<b>12%</b>		<b>1152</b>	<b>30.4</b>	<b>30.4</b>	<b>3%</b>
<b>Pavilion &amp; Groundsmans Shed</b>											
Electricity	1100		1100	119.98	119.98	11%					
Water	150		150	95.18	95.18	63%					
Rates	340		340	132.00	166.00	49%					
Building Maintenance	500		500								
Electrical Maintenance	500		500		57.95	12%					
Pavilion Roof Maintenance	250		250								
Project Reserves	2000		2000								
	<b>4840</b>		<b>4840</b>	<b>347.16</b>	<b>439.11</b>	<b>9%</b>		<b>-</b>			
<b>THE BURGAGE</b>	<b>18420</b>	<b>12500</b>	<b>30920</b>	<b>13,327.16</b>	<b>13,444.11</b>	<b>43%</b>	<b>THE BURGAGE</b>	<b>3,016.00</b>	<b>830.4</b>	<b>1402.4</b>	<b>46%</b>
<b>General Costs</b>											
Groundsman Tools	750		750	714.23	714.23	95%	Cemetery charges	200			
Petrol/Diesel	150		150	46.87	81.16	54%					
Maintenance of Equipment	600		600	70.00	135.00	23%					
Maintenance Costs	1200		1200	305.62	312.12	26%					
Tree Work	1000		1000	225.00	225.00	23%					
Tree Reserves	1000		1000								
Groundsman Training	700		700								
	<b>5400</b>		<b>5400</b>	<b>1361.72</b>	<b>1467.51</b>	<b>27%</b>		<b>200</b>	<b>-</b>	<b>-</b>	
Subtotal	<b>69,200.00</b>	<b>16250</b>	<b>85450</b>	<b>25894.63</b>	<b>31824.53</b>	<b>37%</b>		<b>14451</b>	<b>4882.4</b>	<b>6616.9</b>	<b>46%</b>
<b>Contingency Fund</b>	2000		2000								
<b>FACILITIES TOTAL</b>	<b>71200</b>	<b>16250</b>	<b>87450</b>	<b>25895</b>	<b>31825</b>	<b>36%</b>	<b>FACILITIES TOTAL</b>	<b>14451</b>	<b>4882.4</b>	<b>6616.9</b>	<b>46%</b>

ADMINISTRATION							ADMINISTRATION				
EXPENDITURE	ORIGINAL BUDGET	From RESERVES	Total Budgeted Spend incl Reserves	ACTUAL	ACTUAL	% of Budget Reached TO END	INCOME	ORIGINAL BUDGET	ACTUAL	ACTUAL	% of Budget Reached TO END
	2015-16	2015-16	2015-16	Jul-15	Aug-15	Aug-15		2015-16	Jul-15	Aug-15	Aug-15
Petty Cash	200		200	200.00	200.00	100%					
Telephone/Broadband	600		600	138.97	150.12	25%					
Stationery & Misc.	300		300	60.41	60.41	20%					
Photocopying	600		600	160.16	250.46	42%					
Lone Worker Alarm	120		120	56.42	56.42	47%					
Computer & software	300		300								
	<b>2,120.00</b>	<b>-</b>	<b>2120</b>	<b>615.96</b>	<b>717.41</b>	<b>34%</b>		<b>-</b>			
<b>Council Running Costs</b>							<b>Council Running Costs</b>				
Audit etc.	750		750		400.00	53%	Recovered VAT	9000			
Internal Auditors Fee	250		250	150.00	150.00	60%	Wayleaves	45			
Elections	700		700		52.98	8%					
Fees (Legal)	1000		1000				Interest on A/Cs	20	110.91	110.91	555%
Memberships CALC/SLCC	1200		1200	925.64	925.64	77%	Hereford and Worcester A/C	10			
Training Courses	500		500	221.77	221.77	44%					
Travel Allowances	200		200								
Insurance (all buildings)	5500		5500	5,819.65	5,819.65	106%					
Bank Charges	250		250	16.62	16.62	7%					
Employers Nat.Ins	4500		4500	1,084.10	1,084.10	24%					
	<b>14850</b>	<b>-</b>	<b>14850</b>	<b>8217.78</b>	<b>8670.76</b>	<b>58%</b>		<b>9075</b>	<b>110.91</b>	<b>110.91</b>	<b>1%</b>
<b>Community Services</b>							<b>Community Services</b>				
Street Lighting	2500		2500	511.09	511.09	20%					
Hanging Baskets	1000		1000	1,881.45	1,881.45	188%	Hanging Baskets	1000	990.00	990.00	99%
Bus shelter, maintenance/cleaning	200		200	30.00	30.00	15%					
Flood Clean Up Reserves	1000		1000	30.00	30.00	3%					
	<b>4,700.00</b>	<b>-</b>	<b>4700</b>	<b>2,452.54</b>	<b>2,452.54</b>	<b>52%</b>		<b>1,000.00</b>	<b>990.00</b>	<b>990.00</b>	<b>99%</b>
<b>Donations</b>							<b>Donations</b>				
Tenbury in Bloom	150		150	150.00	150.00	100%					
Tenbury Tourism	350		350	350.00	350.00	100%					
Tenbury CAB	1000		1000		1,000.00	100%					
Tenbury CoT Christmas Lights	500		500	500.00	500.00	100%					
Tenbury Transport Trust	500		500	500.00	500.00	100%					
	<b>2500</b>	<b>-</b>	<b>2500</b>	<b>1500</b>	<b>2500</b>	<b>100%</b>					
<b>Promotion</b>							<b>Promotion</b>				
Advertising	1000		1000	40.00	554.00	55%					
Web Site	150		150								
	<b>1,150.00</b>	<b>-</b>	<b>1150</b>	<b>40.00</b>	<b>554.00</b>	<b>48%</b>					
<b>Loans</b>							<b>Loans</b>				
Public Works Loan Board(all loans)	2701		2701	1,970.83	1,970.83	73%					
	<b>2701</b>	<b>-</b>	<b>2701</b>	<b>1970.83</b>	<b>1970.83</b>	<b>73%</b>					

ADMINISTRATION						ADMINISTRATION					
<b>Payback Schemes</b>						<b>Payback Schemes</b>					
Lengthsman	3000		3000	655.50	879.75	29%	Lengthsman	3000	655.50	655.50	22%
Footpaths	500		500				Footpaths	500			
Rate Relief	150		150	150.98	150.98	101%	Rate Relief	150			
	<b>3650</b>		<b>3650</b>	806.48	1030.73	28%		3650	655.5	655.5	18%
<b>SUB TOTAL</b>	<b>31671</b>		<b>31671</b>	<b>15603.59</b>	<b>17896.27</b>	<b>57%</b>	<b>SUB TOTAL</b>	<b>13725</b>	<b>1756.41</b>	<b>1756.41</b>	<b>13%</b>
<b>Contingency Fund</b>											
	1000		1000	500.00	500.00	50%					
<b>ADMIN SUB TOTAL</b>	<b>32671</b>		<b>32671</b>	<b>16103.59</b>	<b>18396.27</b>	<b>56%</b>	<b>ADMIN SUB TOTAL</b>	<b>13725</b>	<b>1756.41</b>	<b>1756.41</b>	<b>13%</b>
<b>WAGES/ALLOWANCES</b>											
Mayors Allowance	1500		1500	90.00	214.85	14%					
SALARIES	62000		62000	20,545.73	24,630.25	40%					
<b>WAGES/ALLOWANCES TOTAL</b>	<b>63500</b>		<b>63500</b>	<b>20635.73</b>	<b>24845.1</b>	<b>39%</b>					
<b>ADMIN GRAND TOTAL</b>	<b>96171</b>		<b>96171</b>	<b>36739.32</b>	<b>43241.37</b>	<b>45%</b>	<b>ADMIN GRAND TOTAL</b>	<b>13725</b>	<b>1756.41</b>	<b>1756.41</b>	<b>13%</b>

OVERVIEW							OVERVIEW				
EXPENDITURE	2013/14	From RESERVES	Total Budgeted Spend incl Reserves	ACTUAL	ACTUAL	% of Budget Reached TO END	INCOME	ORIGINAL BUDGET	ACTUAL	ACTUAL	% of Budget Reached TO END
	BUDGET	2015-16	2015-16	Jul-15	Aug-15	Aug-15		2015-16	Jul-15	Aug-15	Aug-15
FACILITIES	71200	16250	87450	25,894.63	31,824.53	36%	FACILITIES	14451	4,882.40	6,616.90	46%
ADMINISTRATION	96171		96171	36,739.32	43,241.37	45%	ADMINISTRATION	13725	1,756.41	1,756.41	13%
SUBTOTAL	167371	16250	183621	62634	75066	41%	SUBTOTAL	28176	6,638.81	8,373.31	30%
							PRECEPT	127142	63,571.00	63,571.00	50%
							Parish Grant	12053	6,026.50	6,026.50	50%
<b>GRAND TOTAL</b>	<b>167371</b>	<b>16250</b>	<b>183621</b>	<b>62634</b>	<b>75066</b>	<b>41%</b>	<b>GRAND TOTAL</b>	<b>167371</b>	<b>76236</b>	<b>77971</b>	<b>47%</b>

## Tenbury Town Council as at

28/09/2015

**SEPTEMBER PAYMENTS**

Payee	Invoice	Inv. Date	Paym Ref	Total	VAT	Net	Ref.
Tenbury CAB			1516119	£ 1,000.00		£ 1,000.00	Donation Cheque 300006
Malvern Hills District Council			1516123	£ 432.00		£ 432.00	Rates Palmers Car Park
Malvern Hills District Council			1516124	£ 34.00		£ 34.00	Rates Pavilion Burgage
Malvern Hills District Council			1516125	£ 307.00		£ 307.00	Rates Pump Rooms
Orange Payment Processing			1516126	£ 7.44	£ 1.24	£ 6.20	Groundsman's Phone 24 Aug -23 Sept 2014
Ironmongery Direct	2869767	19/08/15	1516127	£ 22.98	£ 3.83	£ 19.15	Shelving Brackets for Archive Storage
Active Security	927	01/09/15	1516128	£ 612.00	£ 102.00	£ 510.00	Regal Security Shutter Door Motor Replacement
Barclaycard		28/08/15	1516129	£ 258.38	£ 44.32	£ 214.06	Credit Card Transactions August 2014
Mainstream Digital Ltd	700732	31/08/15	1516130	£ 58.69	£ 9.78	£ 48.91	Line Rental 14/8 - 13/11/2015 & Call Charges 3/8-28/8
Pump Master	77610	24/08/15	1516131	£ 126.69	£ 21.12	£ 105.57	Service Saniflow in Pavilion
Mr C. Bunn	August	04/09/15	1516132	£ 218.50	£ -	£ 218.50	Lengthsman August
British Gas Business			1516133	£ 55.05	£ 2.62	£ 52.43	Pump Rooms Gas 21/05/15 - 02/09/15
M. N. Willis			1516134	£ 49.50		£ 49.50	Mayor Service blowers etc from Tenbury News
Enviro Shred			1516135	£ 60.90	£ 10.15	£ 50.75	Shredding & Disposal of Confidential Archive Papers
EZ Cleaning			1516136	£ 20.00	£ -	£ 20.00	Pump Rooms Window Cleaning September
EZ Cleaning			1516137	£ 15.00	£ -	£ 15.00	Bus Shelter Cleaning September
Applefest			1516138	£ 60.00	£ -	£ 60.00	Hire cost for Stand position
Opus Energy	19036742	13/09/15	1516139	£ 65.81	£ 3.13	£ 62.68	Electric Pump Rooms 12/08/15 - 11/09/15
Tav's Café	16	14/09/15	1516140	£ 200.00	£ -	£ 200.00	Mayor Civic Service Buffet
Stourport Mayor			1516141	£ 20.00	£ -	£ 20.00	Hog Roast Event x 2
Caldicott Bros	10226	01/09/15	1516142	£ 72.35	£ 12.06	£ 60.29	Shelves/Fixings etc for Archive Store
September Salaries			M6	£ 3,751.04			

**CURRENTLY OUTSTANDING TO END OCTOBER****£ 7,447.33****OCTOBER PAYMENTS CURRENTLY AWAITING APPROVAL**

Payee	Invoice	Inv. Date	Paym Ref	Total	VAT	Net	Approval Ref	Ref.
Malvern Hills District Council			1516143	£ 432.00		£ 432.00	Rates Palmers Car Park	
Malvern Hills District Council			1516144	£ 34.00		£ 34.00	Rates Pavilion Burgage	
Malvern Hills District Council			1516145	£ 307.00		£ 307.00	Rates Pump Rooms	
Leaffield Environmental	65484	04/09/15	1516146	£ 457.20	£ 76.20	£ 381.00	Litter Bins for replacements	
Parish Online	POE-2015-47-004	18/09/15	1516147	£ 67.20	£ 11.20	£ 56.00	Parish Online Annual Fee re. mapping	
Teme Valley Times	TVT54041	17/09/15	1516148	£ 36.00		£ 36.00	Advert - Oct/Nov 2015 issue - Sits Vac Assistant to Tow	
HMRC			1516149	£ 3,174.42	£ -	£ 3,174.42	Q2 NICS & TAX July to Sept 2014	
West Mercia Supplies	A711829	14/09/15	1516150	£ 170.46	£ 28.41	£ 142.05	Photocopies 23/5/14 - 27/8/14	
Barclaycard			1516151	£ 112.18	£ 1.44	£ 110.74	Credit Card Transactions September 2015	

**CURRENTLY OUTSTANDING TO END OCTOBER****£ 4,790.46**

FACILITIES									FACILITIES						
EXPENDITURE	ORIGINAL BUDGET	Proposed Adjusted Budget 25/09/15		From RESERVES	Total Budgeted Spend incl Reserves	ACTUAL	ACTUAL	% of Budget Reached TO END	INCOME	ORIGINAL BUDGET	Revised Budget 25/09/15	Difference	ACTUAL	ACTUAL	% of Budget Reached TO END
	2015-16	2015-16	Difference	2015-16	2015-16	Aug-15	Sep-15	Sep-15		2015-16	2015-16		Aug-15	Sep-15	Sep-15
<b>Pump Rooms</b>									<b>Pump Rooms</b>						
Gas	1300	1300			1300	183.08	235.51	18%	Bookings	4000	4000		2100.5	2124.5	53%
Electricity	1100	1100			1100	305.22	367.90	33%							
Water	150	75	-75.00		75										
Rates	3100	3100			3100	1,537.00	1,844.00	59%							
Building Maintenance	2000	2000			2000	170.71	190.71	10%							
Fire Extinguishers/Alarm	200	200			200	90.00	90.00	45%							
Electrical Maintenance/Checks	200	200			200										
Boiler Maintenance	200	200			200	85.00	85.00	43%							
Cleaning Materials/Disposables	50	50			50										
Wedding License				1750	1750	1,750.00	1,750.00	100%							
Project Reserves	4000	4000			4000										
<b>Pump Rooms</b>	<b>12300</b>	<b>12225</b>	<b>-75</b>	<b>1750</b>	<b>13975</b>	<b>4,121.01</b>	<b>4,563.12</b>	<b>33%</b>		<b>4,000.00</b>	<b>4000</b>		<b>2100.5</b>	<b>2124.5</b>	<b>53%</b>
<b>Regal</b>									<b>Regal</b>						
Building Maintenance	2500	6500	4000.00		6500	4,915.48	5,425.48	83%	Rent	4400	4400		1,835.00	2,202.00	50%
Project Reserves	4000		-4000.00												
RTT Grant Donation	10000	10000			10000	5,000.00	5,000.00	50%							
<b>Regal</b>	<b>16500</b>	<b>16500</b>			<b>16500</b>	<b>9915.48</b>	<b>10425.48</b>	<b>63%</b>		<b>4400</b>	<b>4400</b>		<b>1835</b>	<b>2202</b>	<b>50%</b>
<b>REGAL &amp; PUMP ROOMS</b>	<b>28800</b>	<b>28725</b>	<b>-75.00</b>	<b>1750</b>	<b>30475</b>	<b>14036.49</b>	<b>14988.6</b>	<b>49%</b>	<b>REGAL &amp; PUMP ROOMS</b>	<b>8400</b>	<b>8400</b>		<b>3935.5</b>	<b>4326.5</b>	<b>50%</b>
<b>Palmers Meadow</b>									<b>Palmers Meadow</b>						
Grass Cutting	2300	2300			2300	330.00	330.00	14%	Football Club	1006	1006		493.00	493.00	49%
Weed & Repair Mower Area		1420	1420.00						Rugby Club	614	614				
Hedge Cutting	200	200			200				May Fair	735	735		735.00	735.00	100%
Car Park Rates	4360	4360			4360	2160.00	2592.00	59%	Scout Hut	5	5				
Repainting of Carpark Lines				2000	2000				Skip Rent, annual.	225	450	225.00		450.00	100%
Project Reserves Skate Park	2000	2000			2000	500.00	500.00	25%							
Project Reserves Car Park	4000	4000			4000										
<b>Palmers Meadow</b>	<b>12,860.00</b>	<b>14280</b>	<b>1420.00</b>	<b>2,000.00</b>	<b>14860</b>	<b>2,490.00</b>	<b>2,922.00</b>	<b>20%</b>		<b>2,585.00</b>	<b>2810</b>	<b>225.00</b>	<b>1,228.00</b>	<b>1,678.00</b>	<b>0.60</b>
<b>Changing Rooms</b>									<b>Changing Rooms</b>						
Electricity	550	550			550	108.13	108.13	20%	Changing Rooms Meter	250	250		51.00	51.00	20%
Water	170	140	-30.00		140	78.29	78.29	56%							
Building Maintenance	500	500			500	200.00	200.00	40%							
Electrical Maintenance	500	500			500										
Project Reserves	2000	2000			2000										
<b>Changing Rooms</b>	<b>3720</b>	<b>3690</b>	<b>-30.00</b>		<b>3690</b>	<b>386.42</b>	<b>386.42</b>	<b>10%</b>		<b>250</b>	<b>250</b>		<b>51</b>	<b>51</b>	<b>20%</b>
<b>PALMERS MEADOW</b>	<b>16580</b>	<b>17970</b>	<b>1390.00</b>	<b>2000</b>	<b>18550</b>	<b>2876.42</b>	<b>3308.42</b>	<b>18%</b>	<b>PALMERS MEADOW</b>	<b>2,835.00</b>	<b>3060</b>	<b>225</b>	<b>1279</b>	<b>1729</b>	<b>57%</b>





ADMINISTRATION									ADMINISTRATION						
EXPENDITURE	ORIGINAL BUDGET	Proposed Adjusted Budget 25/09/15	Difference	From RESERVES	Total Budgeted Spend incl Reserves	ACTUAL	ACTUAL	% of Budget Reached TO END	INCOME	ORIGINAL BUDGET	Revised Budget 25/09/15	Difference	ACTUAL	ACTUAL	% of Budget Reached TO END
	2015-16	2015-16		2015-16	2015-16	2015-16	Aug-15	Sep-15		Sep-15	2015-16		2015-16	Aug-15	Sep-15
Petty Cash	200	200			200	200.00	200.00	100%							
Telephone/Broadband	600	500	-100.00		500	150.12	205.23	41%							
Stationery & Misc.	300	300			300	60.41	190.60	64%							
Photocopying	600	500	-100.00		500	250.46	250.46	50%							
Lone Worker Alarm	120	120			120	56.42	56.42	47%							
Computer & software	300	100	-200.00		100										
	<b>2,120.00</b>	<b>1720</b>	<b>-400.00</b>	-	<b>1720</b>	<b>717.41</b>	<b>902.71</b>	<b>52%</b>		-					
<b>Council Running Costs</b>									<b>Council Running Costs</b>						
Audit etc.	750	400	-350.00		400	400.00	400.00	100%	Recovered VAT	9000	9000				
Internal Auditors Fee	250	250			250	150.00	150.00	60%	Wayleaves	45	45				
Elections	700	60	-640.00		60	52.98	52.98	88%							
Fees (Legal)	1000	1000			1000				Interest on A/Cs	20	230	210.00	110.91	110.91	48%
Memberships CALC/SLCC	1200	950	-250.00		950	925.64	925.64	97%	Hereford and Worcester A/C	10	4	-6.00		1.97	49%
Training Courses	500	500			500	221.77	221.77	44%							
Travel Allowances	200	200			200										
Insurance (all buildings)	5500	5820	320.00		5820	5,819.65	5,819.65	100%							
Bank Charges	250	20	-230.00		20	16.62	16.62	83%							
Employers Nat.Ins	4500	4500			4500	1,084.10	1,084.10	24%							
	<b>14850</b>	<b>13700</b>	<b>-1150.00</b>		<b>13700</b>	<b>8670.76</b>	<b>8670.76</b>	<b>63%</b>		<b>9075</b>	<b>9279</b>	<b>204</b>	<b>110.91</b>	<b>112.88</b>	<b>1%</b>
<b>Community Services</b>									<b>Community Services</b>						
Street Lighting	2500	2500			2500	511.09	511.09	20%							
Hanging Baskets	1000	1000			1000	1,881.45	1,881.45	188%	Hanging Baskets	1000	1000		990.00	990.00	99%
Bus shelter, maintenance/cleanin	200	150	-50.00		150	30.00	45.00	30%							
Flood Clean Up Reserves	1000		-1000.00			30.00	45.00								
	<b>4,700.00</b>	<b>3650</b>	<b>-1050.00</b>	-	<b>3650</b>	<b>2,452.54</b>	<b>2,482.54</b>	<b>68%</b>		<b>1,000.00</b>	<b>1000</b>		<b>990.00</b>	<b>990.00</b>	<b>0.99</b>
<b>Donations</b>									<b>Donations</b>						
Tenbury in Bloom	150	150			150	150.00	150.00	100%							
Tenbury Tourism	350	350			350	350.00	350.00	100%							
Tenbury CAB	1000	1000			1000	1,000.00	1,000.00	100%							
Tenbury CoT Christmas Lights	500	500			500	500.00	500.00	100%							
Tenbury Transport Trust	500	500			500	500.00	500.00	100%							
	<b>2500</b>	<b>2500</b>			<b>2500</b>	<b>2500</b>	<b>2500</b>	<b>100%</b>							
<b>Promotion</b>									<b>Promotion</b>						
Advertising	1000	1150	150.00		1150	554.00	554.00	48%							
Web Site	150	150			150										
	<b>1,150.00</b>	<b>1300</b>	<b>150.00</b>	-	<b>1300</b>	<b>554.00</b>	<b>554.00</b>	<b>43%</b>							
<b>Loans</b>									<b>Loans</b>						
Public Works Loan Board(all loans)	2701	2701			2701	1,970.83	1,970.83	73%							
	<b>2701</b>	<b>2701</b>			<b>2701</b>	<b>1970.83</b>	<b>1970.83</b>	<b>73%</b>							

ADMINISTRATION									ADMINISTRATION						
<b>Payback Schemes</b>									<b>Payback Schemes</b>						
Lengthsman	3000	3000			3000	879.75	1,098.25	37%	Lengthsman	3000	3000		655.50	1,098.25	37%
Footpaths	500	500			500				Footpaths	500	500				
Rate Relief	150	150			150	150.98	150.98	101%	Rate Relief	150	150				
	<b>3650</b>	<b>3650</b>			<b>3650</b>	1030.73	1249.23	34%		<b>3650</b>	<b>3650</b>		655.5	1098.25	30%
<b>SUB TOTAL</b>	<b>31671</b>	<b>29221</b>	<b>-2450.00</b>		<b>29221</b>	<b>17896.27</b>	<b>18330.07</b>	<b>63%</b>	<b>SUB TOTAL</b>	<b>13725</b>	<b>13929</b>		<b>1756.41</b>	<b>2201.13</b>	<b>16%</b>
<b>Contingency Fund</b>															
	1000	1000		500	1500	500.00	710.38	47%							
<b>ADMIN SUB TOTAL</b>	<b>32671</b>	<b>30221</b>	<b>-2450.00</b>	<b>500</b>	<b>30721</b>	<b>18396.27</b>	<b>19040.45</b>	<b>62%</b>	<b>ADMIN SUB TOTAL</b>	<b>13725</b>	<b>13929</b>		<b>1756.41</b>	<b>2201</b>	<b>16%</b>
<b>WAGES/ALLOWANCES</b>															
Mayors Allowance	1500	1500			1500	214.85	484.35	32%							
SALARIES	62000	62000			62000	24,630.25	28,381.29	46%							
<b>WAGES/ALLOWANCES TOTAL</b>	<b>63500</b>	<b>63500</b>			<b>63500</b>	<b>24845.1</b>	<b>28865.64</b>	<b>45%</b>							
<b>ADMIN GRAND TOTAL</b>	<b>96171</b>	<b>93721</b>	<b>-2450.00</b>	<b>500</b>	<b>94221</b>	<b>43241.37</b>	<b>47906.09</b>	<b>51%</b>	<b>ADMIN GRAND TOTAL</b>	<b>13725</b>	<b>13929</b>	<b>204</b>	<b>1756.41</b>	<b>2201.13</b>	<b>16%</b>

OVERVIEW									OVERVIEW						
EXPENDITURE	2013/14	Proposed Adjusted Budget 25/09/15	Difference	From RESERVES	Total Budgeted Spend incl Reserves	ACTUAL	ACTUAL	% of Budget Reached TO END	INCOME	ORIGINAL BUDGET	Revised Budget 25/09/15		ACTUAL	ACTUAL	% of Budget Reached TO END
	BUDGET	2015-16		2015-16	2015-16	Aug-15	Sep-15	Sep-15		2015-16			Aug-15	Sep-15	Sep-15
FACILITIES	71200	74080	2880.00	16250	87620	31,824.53	33,411.89	38%	FACILITIES	14451	14978	527.00	6,616.90	8,508.30	57%
NEIGHBOURHOOD PLAN		300	300.00												
ADMINISTRATION	96171	93721	-2450.00	500	94221	43,241.37	47,906.09	51%	ADMINISTRATION	13725	13929	204.00	1,756.41	2,201.13	16%
<b>SUBTOTAL</b>	<b>167371</b>	<b>168101</b>	<b>730.00</b>	<b>16750</b>	<b>181841</b>	<b>75066</b>	<b>81318</b>	<b>45%</b>	<b>SUBTOTAL</b>	<b>28176</b>	<b>28907</b>	<b>731.00</b>	<b>8,373.31</b>	<b>10,709.43</b>	<b>37%</b>
									PRECEPT	127142	127142		63,571.00	63,571.00	50%
									Parish Grant	12053	12053		6,026.50	6,026.50	50%
<b>GRAND TOTAL</b>	<b>167371</b>	<b>168101</b>	<b>730.00</b>	<b>16750</b>	<b>181841</b>	<b>75066</b>	<b>81318</b>	<b>45%</b>	<b>GRAND TOTAL</b>	<b>167371</b>	<b>168102</b>	<b>731</b>	<b>77971</b>	<b>80307</b>	<b>48%</b>