

TENBURY TOWN COUNCIL 2016/17 FS03

Minutes of the **FINANCE AND STAFFING GROUP** meeting to be held on **MONDAY 25TH JULY 2016 at 7:15 pm** in the Pump Rooms, Teme Street, Tenbury Wells

**PRESENT:** Cllr E Weston [**Chair**], Cllr S Bowkett, Cllr J Fielder [**Deputy Chair**], Cllr D Ingram, Cllr J Morgan, Cllr D Patrick, Cllr S Perry, Cllr Mayor M Willis [**Mayor**]  
**IN ATTENDANCE:** Town Clerk, Assistant Town Clerk

**3.1 APOLOGIES. TO CONSIDER THE ACCEPTANCE OF APOLOGIES FOR ABSENCE FROM COUNCILLORS.**

None.

**3.2 DECLARATIONS OF INTEREST**

None.

**3.3 PUBLIC PARTICIPATION**

None.

**3.4 TO APPROVE AS A TRUE AND ACCURATE RECORD THE RESOLUTIONS AND MINUTES OF THE PREVIOUS MEETING HELD ON 27<sup>TH</sup> JUNE 2016**

The Minutes of the previous meeting held on 27<sup>th</sup> June 2016 were approved and signed by the Chairman as a true and correct record of proceedings.

**3.5 TO CONFIRM PAYMENTS AUTHORISED FROM COUNCIL BANK ACCOUNTS TO END JUNE 2016 AND MONTHLY RECONCILIATION OF BANK ACCOUNTS.**

The Chairman confirmed that the Bank Accounts reconciled correctly with authorised payments. Reconciliation attached **Appendix A**.

**3.6 TO APPROVE THE MONTHLY ACCOUNTS FOR JUNE 2016 AND THE OUTSTANDING ACCOUNTS FOR JULY/AUGUST 2016 FOR RECOMMENDATION TO FULL COUNCIL.**

Attached **Appendix B**.

Cllr Fielding queried the contribution made by the Town Council re hanging baskets. The Town Clerk stated that as included in the budget the Council contributes each year towards the cost of the hanging baskets. The Council purchases the baskets in bulk subsidises the cost by charging businesses only for partial cost of the basket in order to encourage beautification of the main shopping area. This year baskets had been charged out at £10 plus VAT meaning that the Council would recoup over half of the cost of the baskets.

Cllr Perry queried why the Town Council had to pay for a road closure for the Mayor's Civic Parade and the Town Clerk stated that the Town Council is charged £30 as they are not exempt under the charging rules. Charities and community organisations such as the Scouts are exempt from the charge but the Council are not.

Cllr Patrick asked about the replacement meter for the changing rooms. The Town Clerk stated that this had to be replaced due to the meter not working properly. The new meter should now cover the costs of the electricity as it had been set at the rate to do this.

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Cllr Ingram asked why the Town Council had charged £125 for the Wedding in December 2016 when the cost is £65. The Town Clerk stated that the £65 hire cost was for the wedding ceremony only but this couple wished to have a small reception at the Pump Rooms after their wedding so the subsequent hire of the room had been charged at the usual rate of £10 per hour.

A discussion took place regarding the collection of monies from use of the tennis courts. The Town Clerk explained that the Groundsman collects the money when he is there. Cllr Weston asked what time the Tennis Courts were closed and this was confirmed as being 9.00 pm in the evening during the summer months. Money can be posted through the letterbox at the Pump Rooms by members of the public who have used the tennis courts when the Groundsman is not working and the Pump Rooms are closed. The money collected from the use of the tennis courts is only a small amount.

It was agreed that the collection of monies from the Tennis Courts should be added to the next meeting of the Facilities Committee.

**RESOLVED** that the Monthly Accounts to June 2016 and any Outstanding Accounts for July/August 2016 be approved and so presented for ratification by Full Council.

### 3.7 TO REVIEW THE BUDGET FOR THE YEAR AND THE COUNCIL'S FINANCIAL POSITION TO END JUNE 2016.

A discussion took place regarding the events which take place on the Burgage for which an entrance fee is charged for example the recent Music Festival, the Bonfire and Applefest. The Town Clerk explained that the Town Council had not charged the Music Festival as it donated all proceeds to charity and was a new event. The Council had agreed not to charge the Music Festival for use of the Burgage in 2016 when budgets were set in October/November last year.

The Town Clerk reminded members that discussions had taken place with regard to a bond for these events but a final decision had not been made on this at previous Facilities Meetings. The Town Clerk suggested that Members needed to formulate a policy on charging for events on the Burgage and Palmers. They could decide if they wished to waive charges for the first few years of start-up events or events which raised money for charity but a formal policy was needed to prevent this same discussion recurring ad infinitum.

It was agreed that formulating a policy on charges for the Burgage and Palmers should be an agenda item at the next Facilities Committee.

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

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

### 3.8 CORRESPONDENCE

The Town Clerk referred to correspondence received from Unity Trust Bank which stated that with effect from 1<sup>st</sup> September 2016 the ALTO card which is provided by Unity Trust Bank would no longer be available.

The Town Clerk explained that the ALTO card was used for withdrawing petty cash and any other small items the Council needed. The ALTO card currently has £68.60 available on it and this will be withdrawn before the 31<sup>st</sup> August and held as petty cash. The Town Council's Barclaycard might be used instead and a cheque could be drawn for any future cash requirement.

Unity Trust did offer an alternative card option which might be considered as a replacement and the Town Clerk stated that she would circulate more information on this for Members to consider at the next meeting.

**3.9 COUNCILLORS' REPORTS AND ITEMS FOR FUTURE AGENDA**

Cllr Fielder requested that the charitable donation made to Tenbury CAB be reconsidered in light of reduced days of service.

**3.10 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:-

**3.11 TO BE UPDATED ON TOWN CLERK/RFO INTERVIEWS**

The Mayor confirmed that 10 applicants had applied for the position of Town Clerk/RFO and 5 were short-listed and interviewed by the interview panel which consisted of the Mayor and Cllrs Patrick, Weston and Fielder.

The preferred and successful candidate had verbally accepted the post and the Town Council would confirm in writing to her. References had been requested. She is currently employed by Hereford City Council and also worked for South Shropshire District Council. She does the accounts for the Regal Trust which equates to 3 hours per month and was a member of Tenbury Town Band.

**3.12 TO CONSIDER MATTERS IN RELATION TO STAFF REMUNERATION**

Members were informed that the Assistant Town Clerk had now completed her probationary period having commenced employment in December 2015. The Mayor and the Town Clerk had completed an appraisal and were very pleased with the way the Assistant Clerk had settled into to her new role. Members agreed that they had all been impressed with her performance. The Mayor proposed that the employment should therefore be confirmed as permanent and that the salary point should be increased to LC2 scp 19 (from the original starting point of scp 17)

**RESOLVED** that the Assistant Clerk employment be confirmed and the salary point be set at LC2 scp 19 with immediate effect (ie starting with July (M4) payments).

Members then considered the suggested starting salary for the new Town Clerk which was proposed to be set at LC2 scp 33 based on advice from Worcestershire CALC in relation to the size of the Council and frequency of meetings etc. It was noted that this was the same as the salary for the outgoing Clerk so there would be no extra cost incurred. The salary range according to WCALC should be between LC2 points 29-34 based on experience and qualification. The new Clerk had a lot of local government experience, hence the starting point toward the top of the range. It had become clear that the way the Council had managed the salary of the outgoing Clerk was incorrect so it was proposed that the new Clerk be appointed to a salary point with automatic advancement to the next point (scp 34) the following year. Thereafter however as the salary range for this Council was topped at LC2 scp 34 the scp point would remain fixed and the salary would advance only in line with the National Joint Council for Government Services (NJC) National Salary Award for that salary point each year.

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The Chair wondered whether this was to stop the Council having to pay too much money but the outgoing Clerk pointed out that it was in fact meant to make the process objective and to safeguard the employee from having to come cap in hand to the Council each year which she had been forced to do.

**RESOLVED** with 7 FOR and 1 Abstention that the starting salary for the new Town Clerk be set at LC2 scp 33.

Meeting closed at 8:10pm

Signed .....

Date .....

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## TENBURY TOWN COUNCIL

| BANK RECONCILIATION AT             |         | 30/06/2016        |          |
|------------------------------------|---------|-------------------|----------|
|                                    |         |                   | £        |
| Cash in hand brought forward       |         | 131,636.25        |          |
| Add receipts                       |         | 2,516.51          |          |
|                                    |         | 134,152.76        |          |
| Less payments                      |         | 9,011.14          |          |
| Cash in hand carried forward       |         | <b>125,141.62</b> | <b>A</b> |
| Represented by;                    |         |                   |          |
| Bank accounts                      | Current | 31,900.73         |          |
| Cash in hand                       | Deposit | 91,626.39         |          |
|                                    |         | 123,527.12        |          |
| Less unrepresented expenditure     | £       |                   |          |
|                                    |         | 8.00              |          |
|                                    |         | 8.00              |          |
| Add receipts not on bank statement |         |                   |          |
|                                    |         | 396.00            |          |
|                                    |         | 343.00            |          |
|                                    |         | 129.00            |          |
|                                    |         | 754.50            |          |
|                                    |         | 1,622.50          |          |
|                                    |         | <b>125,141.62</b> | <b>B</b> |
| A = B Okay                         |         |                   |          |

## Tenbury Town Council JUNE 2016

prepared 07/07/2016

| Financial Year ending 31/03/16                   | RESERVES    |          | Alto Card | WCC         | TOTALS    |
|--|-------------|----------|-----------|-------------|-----------|
|  | CURRENT     | UNITY    | & Petty   | Deposit A/C |           |
|  | UNITY TRUST | TRUST    | Cash      | Deposit A/C |           |
| Balance at 31/05/2016 (cash at bank and in hand) | 39144.71    | 91583.04 | 88.17     | 957.40      | 131773.32 |
| Balance at 30/06/2016 (cash at bank and in hand) | 31900.73    | 91626.39 | 88.17     | 957.40      | 124572.69 |
| Variance   | -7243.98    | 43.35    | 0.00      | 0.00        | -7200.63  |

## APPROVED TRANSACTIONS - CLEARED ACCOUNTS

| Payee                          | Payment Ref | Date     | Amounts  | Reference                                    |
|--------------------------------|-------------|----------|----------|--|
| Worcestershire Acute Hospita   | 1611217     | 02/06/16 | 39.00    | Pump Room Hire Diabetes Team - 04/05/16      |
| T R Allen                      | 1611417     | 02/06/16 | 65.00    | Wedding Pump Room Hire - 13/08/16            |
| Tenbury Scout Group            |             | 02/06/16 | 50.00    | Ground Rent for Scout Hut                    |
| Regal Tenbury Trust            | 1614017     | 03/06/16 | 24.00    | 2 x Hanging Baskets                          |
| Unity Trust                    |             | 04/06/16 | 10.16    | Final Interest Current Account               |
| The Smiling Goat               | 1613317     | 06/06/16 | 24.00    | 2 x Hanging Baskets                          |
| U3A Country Dancing            | 1615217     | 07/06/16 | 54.00    | Hire Pump Rooms April, June & July           |
| John Stirling                  | 1611817     | 07/06/16 | 160.00   | Car Boot May 2nd                             |
| John Stirling                  | 1611917     | 07/06/16 | 200.00   | Car Boot May 30th                            |
| The Salon                      | 1613917     | 07/06/16 | 24.00    | 2 x Hanging Baskets                          |
| J Corfield                     | 1611117     | 07/06/16 | 125.00   | Wedding 22/12/16                             |
| Shamraj                        | 1615517     | 07/06/16 | 24.00    | 2 x Hanging Baskets                          |
| Nice Things                    | 1615970     | 07/06/16 | 12.00    | 1 x Hanging Basket                           |
| Regal Tenbury Trust            |             | 08/06/16 | 367.00   | Regal Rent June                              |
| Pure Beauty                    | 1612617     | 08/06/16 | 12.00    | 2 x Hanging Baskets                          |
| Mary Stone Properties          | 1615817     | 08/06/16 | 24.00    | 1 x Hanging Basket                           |
| Marilyn's Ladies Fashion       | 1614617     | 09/06/16 | 48.00    | 4 x Hanging Baskets                          |
| Avonmore Associates            |             | 09/06/16 | -514.00  | Spring Work to bowling Green                 |
| EZ Cleaning                    | 1617044     | 09/06/16 | -20.00   | Pump Rooms Window Cleaning May               |
| Burford Parish Hall            | 1617045     | 09/06/16 | -36.00   | Hire Hall for Neighbourhood Plan Consultat   |
| GE Bright                      | 1617046     | 09/06/16 | -40.00   | Replace Meter in Changing Rooms              |
| UK Fuels Ltd                   | 1617049     | 09/06/16 | -29.50   | Petrol                                       |
| J G Banfield                   | 1617050     | 09/06/16 | -14.00   | Padlock & Key cut                            |
| Mr C. Bunn                     | 1617051     | 09/06/16 | -224.25  | Lengthsman May                               |
| Hilary Foxwell                 | 1612117     | 10/06/16 | 144.00   | Tai Chi April & May                          |
| AH Caldicott                   |             | 10/06/16 | 40.00    | Burial in Existing Grave CM Lloyd            |
| TABS Tea Rooms                 | 1614417     | 10/06/16 | 36.00    | 3 x Hanging Baskets                          |
| The Market Tavern              | 1615017     | 10/06/16 | 84.00    | 7 x Hanging Baskets                          |
| Riverside Café                 | 1614117     | 10/06/16 | 24.00    | 2 x Hanging Baskets                          |
| Orange Payment Processing      | 1617048     | 10/06/16 | -7.44    | Groundsman's Phone                           |
| Public Works Loan Board        | 1617043     | 13/06/16 | -729.92  | Bi Annual Loan Repayment 1                   |
| Bridgnorth Town Council        | 1617057     | 14/06/16 | -30.00   | Bridgnorth Mayor's Fundraising Event         |
| Mainstream Digital Ltd         | 1617058     | 14/06/16 | -62.82   | Rental 14/5-13/8 Calls 01.05.14 - 29.05.14   |
| Tenbury Transport Trust        | 1613717     | 15/06/16 | 24.00    | 2 x Hanging Baskets                          |
| Malvern Hills District Council | 1617040     | 15/06/16 | -436.00  | Rates Palmers Car Park                       |
| Malvern Hills District Council | 1617041     | 15/06/16 | -34.00   | Rates Pavilion Burgage                       |
| Malvern Hills District Council | 1617042     | 15/06/16 | -310.00  | Rates Pump Rooms                             |
| Alton & Rich                   | 1610717     | 21/06/16 | 65.00    | Wedding 22/12/16                             |
| Barclaycard                    | 1617047     | 22/06/16 | -291.76  | Credit Card Transactions May 2014            |
| Goff RL                        | 1611617     | 27/06/16 | 65.00    | Wedding                                      |
| Opus Energy                    | 1617055     | 27/06/16 | -67.54   | Electric Pump Rooms - 12.05.16 - 11.06.16    |
| A H Caldicott & Sons           | 1617054     | 28/06/16 | -85.18   | Fitting & connecting new inlet control valve |
| City Signs                     | 1617056     | 28/06/16 | -301.20  | Banners and A2 correx panels printing costs  |
| Herefordshire Fire Alarm Serv  | 1617061     | 29/06/16 | -111.60  | Pump Rooms Servicing of Fire Alarm and Er    |
| EM Davies                      | 1617017     | 30/06/16 | 15.00    | Hire Small Room - Pump rooms                 |
| Unity Trust                    |             | 30/06/16 | 43.35    | Credit Interest Deposit Account              |
| British Gas Business           | 1617052     | 30/06/16 | -416.61  | Gas for Pump Rooms 02.03.16 to 01.06.16      |
| Playsafety Limited             | 1617053     | 30/06/16 | -452.40  | Annual Inspection for Playground equipmer    |
| SALARIES M3                    | M3          | 30/06/16 | -4788.92 | SALARIES M3                                  |

|  |                 |              |             |             |             |
|--|-----------------|--------------|-------------|-------------|-------------|
| <b>TRANSACTION TOTALS for MAY 2016</b> | <b>-7243.98</b> | <b>43.35</b> | <b>0.00</b> | <b>0.00</b> | <b>0.00</b> |
|--|-----------------|--------------|-------------|-------------|-------------|

## Income received in June but not cleared into bank account by end June

|                       |           |          |          |                                     |
|-----------------------|-----------|----------|----------|-------------------------------------|
| Halo Hair Studio      | 1613017   | 06/07/16 | 24.00    | 2 x Hanging Baskets                 |
| Tenbury Dental Care   | 1615417   | 06/07/16 | 24.00    | 2 x Hanging Baskets                 |
| Unique Items          | 1614217   | 06/07/16 | 36.00    | 3 x Hanging Baskets                 |
| Pizza Diann           | 1416417   | 06/07/16 | 48.00    | 4 x Hanging Baskets                 |
| Temeside House        | 16/165/17 | 06/07/16 | 96.00    | 8 x Hanging Baskets                 |
| Clr Weston            | 1616117   | 06/07/16 | 24.00    | 2 x Hanging Baskets                 |
| G H Bowkett Ltd       | 1614917   | 06/07/16 | 60.00    | 5 x Hanging Baskets                 |
| G E Bright Electrical | 1612917   | 06/07/16 | 24.00    | 2 x Hanging Baskets                 |
| JG Banfield & Sons    | 1615317   | 06/07/16 | 60.00    | 5 x Hanging Baskets                 |
| TSB Bank              | 1616217   | 06/07/16 | 48.00    | 4 x Hanging Baskets                 |
| CJN Insurance         | 1615617   | 06/07/16 | 24.00    | 2 x Hanging Baskets                 |
| A H Caldicotts        | 1613517   | 06/07/16 | 36.00    | 3 x Hanging Baskets                 |
| Casa Portuguesa       | 1612717   | 06/07/16 | 12.00    | 1 x Hanging Basket                  |
| Ship Inn              | 1615117   | 06/07/16 | 108.00   | 9 X Hanging Baskets                 |
| G Deakin              | 1616317   | 06/07/16 | 65.00    | Wedding Pump Rooms Hire - 11/08/16  |
| A H Caldicotts        |           | 06/07/16 | 40.00    | Interment - L Hampsey               |
| Hilary Baldwin        | 1616817   | 06/07/16 | 10.00    | Hire of Pump Rooms - 1st April 2016 |
| Tenbury News          | 1614317   | 05/07/16 | 36.00    | 3 x Hanging Baskets                 |
| SPAR                  | 1614717   | 05/07/16 | 48.00    | 4 x Hanging Baskets                 |
| Tennis Court payments |           | 05/07/16 | 45.00    | Tennis Court fees                   |
| <b>TOTAL</b>          |           |          | <b>£</b> | <b>868.00</b>                       |

## APPROVAL OF PAYMENTS

### JULY PAYMENTS

| Payee                          | Invoice      | Inv. Date | Paym Ref  | Total      | VAT      | Net        | Ref.   |
|--------------------------------|--------------|-----------|-----------|------------|----------|------------|--|
| Bill White Nurseries           | 2937         | 15/06/16  | 1617058.1 | £ 2,542.50 | £ 423.75 | £ 2,118.75 | Hanging Baskets 2016 - 125                         |
| Complete Office Solutions      | SINV00941874 | 15/06/16  | 1617059   | £ 107.08   | £ 17.85  | £ 89.23    | Paper, Card. Pens & Filing Clips                   |
| Malcolm Morris                 |              | 15/06/16  | 1617060   | £ 48.00    | £ -      | £ 48.00    | Mole Control Burgage Palmers & Cemetery            |
| Tenbury Tourism                | 300055       |           | 1617062   | £ 350.00   |          | £ 350.00   | Donation Cheque 300055                             |
| Tenbury CoT Christmas Lights   | 300059       |           | 1617063   | £ 500.00   |          | £ 500.00   | Donation Cheque 300059                             |
| Tenbury Transport Trust        | 300056       |           | 1617064   | £ 500.00   |          | £ 500.00   | Donation Cheque 300056                             |
| Tenbury in Bloom               | 300057       |           | 1617065   | £ 150.00   |          | £ 150.00   | Donation Cheque 300057                             |
| Tenbury CAB                    | 300058       |           | 1617066   | £ 1,000.00 |          | £ 1,000.00 | Donation Cheque 300058                             |
| Orange Payment Processing      | 01238840870  | 24/06/16  | 1617069   | £ 7.44     | £ 1.24   | £ 6.20     | Groundsman's Phone                                 |
| Malvern Hills District Council |              |           | 1617070   | £ 436.00   |          | £ 436.00   | Rates Palmers Car Park                             |
| Malvern Hills District Council |              |           | 1617071   | £ 34.00    |          | £ 34.00    | Rates Pavilion Burgage                             |
| Malvern Hills District Council |              |           | 1617072   | £ 310.00   |          | £ 310.00   | Rates Pump Rooms                                   |
| HMRC                           | Q1           |           | 1617073   | £ 3,474.86 | £ -      | £ 3,474.86 | Q1 NICS & TAX April to June 2016                   |
| A H Caldicott                  | dw.8195      | 29/06/16  | 1617074   | £ 37.20    | £ 6.20   | £ 31.00    | Repairs to Gents Toilet Pump Rooms                 |
| UK Fuels Ltd                   | 1435416      | 26/06/16  | 1617075   | £ 17.09    | £ 2.85   | £ 14.24    | Petrol for Mowers                                  |
| MTM Contracting Ltd            |              |           | 1617076   | £ 2,236.80 | £ 372.80 | £ 1,864.00 | Mowing Burgage & Palmers April x 3 May x 4 &       |
| EZ Cleaning                    | 55           | 26/06/16  | 1617077   | £ 15.00    | £ -      | £ 15.00    | Bus Shelter Cleaning June                          |
| Barclaycard                    |              |           | 1617078   | £ 137.14   | £ 22.86  | £ 114.28   | Credit Card Transactions JUNE 2016                 |
| Ms R Day                       | 300054       |           | 1617079   | £ 100.00   |          | £ 100.00   | NP Consultation Prize Draw Cheque 300054           |
| West Mercia Supplies           | B231480      | 27/06/16  | 1617080   | £ 143.71   | £ 23.95  | £ 119.76   | Photocopy Charges                                  |
| Avonmore Associates            | 10446        | 28/06/16  | 1617081   | £ 514.00   | £ 85.67  | £ 428.33   | Works to the Bowling Green                         |
| MHDC                           |              |           | 1617067   | £ 30.00    |          | £ 30.00    | Mayors Parade Traffic Diversion                    |
| Herefordshire Housing Limited  | 5570         |           | 1617068   | £ 28.47    |          | £ 28.47    | Clerk Lone Worker Alarm                            |
| Npower                         | 7925 5959300 | 30/06/16  | 1617082   | £ 90.75    | £ 4.32   | £ 86.43    | Electricity Sports Changing Rooms - 28/03/16 to    |
| Caldicott Bros                 | 11184        | 01/01/16  | 1617083   | £ 40.15    | £ 6.69   | £ 33.46    | Hand saw, cable ties, trimmer line, hazard tape    |
| Mr C. Bunn                     |              |           | 1617084   | £ 218.50   |          | £ 218.50   | Lengthsman June                                    |
| Mainstream Digital Ltd         | 749778       | 30/06/16  | 1617085   | £ 6.40     | £ 1.07   | £ 5.33     | Call charges 01/06/16 - 29/06/16                   |
| Mainstream Digital Ltd         | 749779       | 30/06/16  | 1617086   | £ 64.76    | £ 10.79  | £ 53.97    | Quarterly Rental 12.06.16 - 11.09.16               |
| The Midlands News Associatic   | 17159078     | 01/07/16  | 1617087   | £ 401.00   | £ 66.50  | £ 334.50   | Advertising of Town Clerk post in Shropshire St    |
| Npower                         | 7968 4702340 | 04/07/16  | 1617088   | £ 118.65   | £ 5.65   | £ 113.00   | Electricity Sports Pavillion - 30/03/16 - 30/06/16 |
| Npower                         | LGUYD5TJ     | 08/07/16  | 1617089   | £ 533.88   | £ 88.99  | £ 444.89   | Footway Lighting - 01/04 - 30/06                   |
| Newsquest Media Group          | 16035956     | 08/07/16  | 1617090   | £ 460.38   | £ 76.73  | £ 383.65   | Advertising of Town Clerk post in Ludlow Adver     |
| Opus Energy                    | 60585292     | 12/07/16  | 1617091   | £ 77.01    | £ 3.67   | £ 73.34    | Electric Pump Rooms 12/06/15 - 11/07/15            |
| EZ Cleaning                    | 58           | 21/07/16  | 1617092   | £ 15.00    |          | £ 15.00    | Bus Shelter Cleaning July                          |
| West Mercia Supplies           | B287377      | 18/07/16  | 1617093   | £ 108.36   | £ 18.06  | £ 90.30    | Lease from 13/08/16 to 12/11/16                    |
| Unifire & Security Limited     | 20382        | 05/07/16  | 1617094   | £ 69.60    | £ 11.60  | £ 58.00    | Fire Extinguisher Servicing and Testing - The Pa   |
| SALARY PAYMENTS JUNE           | JULY         |           | M4        | £ 4,439.01 | £ -      | £ 4,439.01 | M4 SALARY PAYMENTS                                 |

**TOTAL**

**£ 19,362.74**

| FACILITIES                     |                  |                 |                                    |                 |                 |                            | FACILITIES                    |                 |                    |            |                 |                 |                            |
|--------------------------------|------------------|-----------------|------------------------------------|-----------------|-----------------|----------------------------|-------------------------------|-----------------|--------------------|------------|-----------------|-----------------|----------------------------|
| EXPENDITURE                    | ORIGINAL BUDGET  | From RESERVES   | Total Budgeted Spend incl Reserves | ACTUAL          | ACTUAL          | % of Budget Reached TO END | INCOME                        | ORIGINAL BUDGET | Budget Adjusted ?? | Difference | ACTUAL          | ACTUAL          | % of Budget Reached TO END |
|                                | 2016-17          | 2016-17         | 2016-17                            | May-16          | Jun-16          | Jun-16                     |                               | 2016-17         | 2016-17            |            | May-16          | Jun-16          |                            |
| <b>Pump Rooms</b>              |                  |                 |                                    |                 |                 |                            | <b>Pump Rooms</b>             |                 |                    |            |                 |                 |                            |
| Gas                            | 1300             |                 | 1300                               |                 | 396.78          | 31%                        | Bookings                      | 4000            | 4000               |            | 569             | 1112            | 28%                        |
| Electricity                    | 1100             |                 | 1100                               | 147.33          | 211.65          | 19%                        |                               |                 |                    |            |                 |                 |                            |
| Water                          | 100              |                 | 100                                |                 |                 |                            |                               |                 |                    |            |                 |                 |                            |
| Rates                          | 3200             |                 | 3200                               | 617.60          | 927.60          | 29%                        |                               |                 |                    |            |                 |                 |                            |
| Building Maintenance           | 2000             |                 | 2000                               |                 | 20.00           | 1%                         |                               |                 |                    |            |                 |                 |                            |
| Fire Extinguishers/Alarm       | 200              |                 | 200                                |                 | 93.00           | 47%                        |                               |                 |                    |            |                 |                 |                            |
| Electrical Maintenance/Checks  | 200              |                 | 200                                |                 |                 |                            |                               |                 |                    |            |                 |                 |                            |
| Boiler Maintenance             | 200              |                 | 200                                |                 |                 |                            |                               |                 |                    |            |                 |                 |                            |
| Cleaning Materials/Disposables | 50               |                 | 50                                 |                 | 17.00           | 34%                        |                               |                 |                    |            |                 |                 |                            |
| Wedding License                | 750              |                 | 750                                | 750.00          | 750.00          | 100%                       |                               |                 |                    |            |                 |                 |                            |
| Project Reserves               | 2000             |                 | 2000                               | 2,000.00        | 2,000.00        | 100%                       |                               |                 |                    |            |                 |                 |                            |
| <b>Pump Rooms</b>              | <b>11100</b>     |                 | <b>11100</b>                       | <b>3,514.93</b> | <b>4,416.03</b> | <b>40%</b>                 | <b>Pump Rooms</b>             | <b>4,000.00</b> | <b>4000</b>        |            | <b>569</b>      | <b>1112</b>     | <b>28%</b>                 |
| <b>Regal</b>                   |                  |                 |                                    |                 |                 |                            | <b>Regal</b>                  |                 |                    |            |                 |                 |                            |
| Building Maintenance           | 2500             |                 | 2500                               | 150.00          | 150.00          | 6%                         | Rent                          | 4400            | 4400               |            | 734.00          | 1,101.00        | 25%                        |
| Project Reserves               |                  |                 |                                    |                 |                 |                            |                               |                 |                    |            |                 |                 |                            |
| RTT Grant Donation             | 10000            |                 | 10000                              | 5,000.00        | 5,000.00        | 50%                        |                               |                 |                    |            |                 |                 |                            |
| <b>Regal</b>                   | <b>12500</b>     |                 | <b>12500</b>                       | <b>5150</b>     | <b>5150</b>     | <b>41%</b>                 | <b>Regal</b>                  | <b>4400</b>     | <b>4400</b>        |            | <b>734</b>      | <b>1101</b>     | <b>25%</b>                 |
| <b>REGAL &amp; PUMP ROOMS</b>  | <b>23600</b>     |                 | <b>23600</b>                       | <b>8664.93</b>  | <b>9566.03</b>  | <b>41%</b>                 | <b>REGAL &amp; PUMP ROOMS</b> | <b>8400</b>     | <b>8400</b>        |            | <b>1303</b>     | <b>2213</b>     | <b>25%</b>                 |
| <b>Palmers Meadow</b>          |                  |                 |                                    |                 |                 |                            | <b>Palmers Meadow</b>         |                 |                    |            |                 |                 |                            |
| Grass Cutting                  | 2300             |                 | 2300                               |                 |                 |                            | Football Club                 | 1006            | 1006               |            |                 |                 |                            |
| Weed Feed & Repairs            | 600              |                 | 600                                |                 |                 |                            | Rugby Club                    | 614             | 614                |            | 153.50          | 153.50          | 25%                        |
| Hedge Cutting                  | 200              |                 | 200                                |                 |                 |                            | May Fair                      | 800             | 800                |            | 850.00          | 850.00          | 106%                       |
| Car Park Rates                 | 4450             |                 | 4450                               | 868.00          | 1304.00         | 29%                        | Scout Hut                     | 5               | 5                  |            |                 |                 |                            |
| Repainting of Carpark Lines    |                  | 1250            | 1250                               |                 |                 |                            |                               |                 |                    |            |                 |                 |                            |
| Project Reserves Skate Park    |                  | 8000            | 8000                               |                 |                 |                            |                               |                 |                    |            |                 |                 |                            |
| Fencing Palmers Meadow         | 2000             |                 | 2000                               |                 |                 |                            |                               |                 |                    |            |                 |                 |                            |
| Project Reserves Car Park      | 1000             |                 | 1000                               | 1000.00         | 1000.00         | 100%                       |                               |                 |                    |            |                 |                 |                            |
| <b>Palmers Meadow</b>          | <b>10,550.00</b> | <b>9,250.00</b> | <b>19800</b>                       | <b>868.00</b>   | <b>1,304.00</b> | <b>7%</b>                  | <b>Palmers Meadow</b>         | <b>2,425.00</b> | <b>2425</b>        |            | <b>1,003.50</b> | <b>1,003.50</b> | <b>41%</b>                 |
| <b>Changing Rooms</b>          |                  |                 |                                    |                 |                 |                            | <b>Changing Rooms</b>         |                 |                    |            |                 |                 |                            |
| Electricity                    | 550              |                 | 550                                |                 |                 |                            | Changing Rooms Meter          | 250             | 250                |            | 21.00           | 21.00           | 8%                         |
| Water                          | 140              |                 | 140                                | 73.71           | 73.71           | 53%                        |                               |                 |                    |            |                 |                 |                            |
| Building Maintenance           | 500              |                 | 500                                |                 |                 |                            |                               |                 |                    |            |                 |                 |                            |
| Electrical Maintenance         | 500              |                 | 500                                | 166.43          | 246.43          | 49%                        |                               |                 |                    |            |                 |                 |                            |
| Project Reserves               | 1000             |                 | 1000                               | 1000.00         | 1000.00         | 100%                       |                               |                 |                    |            |                 |                 |                            |
| <b>Changing Rooms</b>          | <b>2690</b>      |                 | <b>2690</b>                        | <b>240.14</b>   | <b>320.14</b>   | <b>12%</b>                 | <b>Changing Rooms</b>         | <b>250</b>      | <b>250</b>         |            | <b>21</b>       | <b>21</b>       | <b>8%</b>                  |
| <b>PALMERS MEADOW</b>          | <b>13240</b>     | <b>9250</b>     | <b>22490</b>                       | <b>1108.14</b>  | <b>1624.14</b>  | <b>7%</b>                  | <b>PALMERS MEADOW</b>         | <b>2,675.00</b> | <b>2675</b>        |            | <b>1024.5</b>   | <b>1024.5</b>   | <b>38%</b>                 |



| FACILITIES                             |                  |               |                                    |                 |                 |                            | FACILITIES              |                 |                          |            |               |               |                            |        |
|--|------------------|---------------|------------------------------------|-----------------|-----------------|----------------------------|-------------------------|-----------------|--------------------------|------------|---------------|---------------|----------------------------|--------|
| EXPENDITURE                            | ORIGINAL BUDGET  | From RESERVES | Total Budgeted Spend incl Reserves | ACTUAL          | ACTUAL          | % of Budget Reached TO END | INCOME                  | ORIGINAL BUDGET | Budget Adjusted 25/09/16 | Difference | ACTUAL        | ACTUAL        | % of Budget Reached TO END |        |
|  | 2016-17          | 2016-17       | 2016-17                            | May-16          | Jun-16          | Jun-16                     |                         | 2016-17         | 2016-17                  |            | May-16        | Jun-16        |                            | Jun-16 |
| <b>The Burgage</b>                     |                  |               |                                    |                 |                 |                            |                         |                 |                          |            |               |               |                            |        |
| Grass Cutting                          | 2300             |               | 2300                               |                 |                 |                            | Bonfire                 | 120             | 120                      |            |               |               |                            |        |
| Weed & Spring Feed + Oversow           | 600              |               | 600                                |                 |                 |                            | Applefest               | 120             | 120                      |            |               |               |                            |        |
| Kyre Bank Strimming                    | 650              |               | 650                                |                 |                 |                            |                         |                 |                          |            |               |               |                            |        |
| Play Area                              | 500              |               | 500                                |                 | 377.00          | 75%                        | Car Boot Sales          | 600             | 600                      |            |               | 360.00        | 60%                        |        |
| Shrubs & Flowers                       | 500              |               | 500                                |                 |                 |                            |                         |                 |                          |            |               |               |                            |        |
| Japanese Knotweed                      | 500              |               | 500                                |                 |                 |                            |                         |                 |                          |            |               |               |                            |        |
|  | <b>5050</b>      |               | <b>5050</b>                        |                 | <b>377</b>      | <b>7%</b>                  |                         | <b>840</b>      | <b>840</b>               |            |               | <b>360</b>    | <b>43%</b>                 |        |
| <b>Bowling Green</b>                   |                  |               |                                    |                 |                 |                            |                         |                 |                          |            |               |               |                            |        |
| Treatment & Scarifying                 | 6000             |               | 6000                               | 407.50          | 835.83          | 14%                        | Bowling Club            | 584             | 584                      |            |               |               |                            |        |
|  |                  |               |                                    |                 |                 |                            | Bowling League          | 584             | 584                      |            |               |               |                            |        |
|  |                  |               |                                    |                 |                 |                            | Pay per Use Fees        |                 |                          |            |               |               |                            |        |
|  | <b>6000</b>      |               | <b>6000</b>                        | <b>407.5</b>    | <b>835.83</b>   | <b>14%</b>                 |                         | <b>1168</b>     | <b>1168</b>              |            |               |               |                            |        |
| <b>Tennis Courts</b>                   |                  |               |                                    |                 |                 |                            |                         |                 |                          |            |               |               |                            |        |
| Repair & Upkeep                        | 1500             |               | 1500                               |                 |                 |                            | Tennis Club Fees        | 987             | 987                      |            |               |               |                            |        |
| Tennis Courts Project Reserves         | 1000             |               | 1000                               | 1,000.00        | 1,000.00        | 100%                       | Pay per Use Fees        | 150             | 150                      |            |               | 45.00         | 30%                        |        |
|  | <b>2500</b>      |               | <b>2500</b>                        | <b>1000</b>     | <b>1000</b>     | <b>40%</b>                 |                         | <b>1137</b>     | <b>1137</b>              |            |               | <b>45</b>     | <b>4%</b>                  |        |
| <b>Pavilion &amp; Groundsmans Shed</b> |                  |               |                                    |                 |                 |                            |                         |                 |                          |            |               |               |                            |        |
| Electricity                            | 1100             |               | 1100                               |                 |                 |                            |                         |                 |                          |            |               |               |                            |        |
| Water                                  | 150              |               | 150                                | 33.63           | 33.63           | 22%                        |                         |                 |                          |            |               |               |                            |        |
| Rates                                  | 390              |               | 390                                | 66.80           | 100.80          | 26%                        |                         |                 |                          |            |               |               |                            |        |
| Building Maintenance                   | 500              |               | 500                                | 78.95           | 78.95           | 16%                        |                         |                 |                          |            |               |               |                            |        |
| Electrical Maintenance                 | 500              |               | 500                                |                 | 70.98           | 14%                        |                         |                 |                          |            |               |               |                            |        |
| Pavilion Roof Maintenance              |                  |               |                                    |                 |                 |                            |                         |                 |                          |            |               |               |                            |        |
| Project Reserves                       | 1000             |               | 1000                               | 1000.00         | 1000.00         | 100%                       |                         |                 |                          |            |               |               |                            |        |
|  | <b>3640</b>      |               | <b>3640</b>                        | <b>179.38</b>   | <b>284.36</b>   | <b>8%</b>                  |                         | <b>-</b>        |                          |            |               |               |                            |        |
| <b>THE BURGAGE</b>                     | <b>17190</b>     |               | <b>17190</b>                       | <b>1,586.88</b> | <b>2,497.19</b> | <b>15%</b>                 | <b>THE BURGAGE</b>      | <b>3,145.00</b> | <b>3145</b>              |            |               | <b>405</b>    | <b>13%</b>                 |        |
| <b>General Costs</b>                   |                  |               |                                    |                 |                 |                            |                         |                 |                          |            |               |               |                            |        |
| Groundsman Tools                       | 750              |               | 750                                |                 |                 |                            | Cemetery charges        | 200             | 200                      |            |               | 80.00         | 40%                        |        |
| Petrol/Diesel                          | 150              |               | 150                                |                 |                 |                            |                         |                 |                          |            |               |               |                            |        |
| Maintenance of Equipment               | 600              |               | 600                                | 158.48          | 170.15          | 28%                        |                         |                 |                          |            |               |               |                            |        |
| Maintenance Costs                      | 1200             |               | 1200                               | 5.17            | 22.17           | 2%                         |                         |                 |                          |            |               |               |                            |        |
| Tree Work                              | 1000             |               | 1000                               |                 |                 |                            |                         |                 |                          |            |               |               |                            |        |
| Tree Reserves                          | 1000             |               | 1000                               | 1,000.00        | 1,000.00        | 100%                       |                         |                 |                          |            |               |               |                            |        |
| Groundsman Training                    | 700              |               | 700                                |                 | 24.58           | 4%                         |                         |                 |                          |            |               |               |                            |        |
|  | <b>5400</b>      |               | <b>5400</b>                        | <b>1163.65</b>  | <b>1216.9</b>   | <b>23%</b>                 |                         | <b>200</b>      | <b>200</b>               |            | <b>-</b>      | <b>80.00</b>  | <b>40%</b>                 |        |
|  |                  |               |                                    |                 |                 |                            |                         |                 |                          |            |               |               |                            |        |
| Subtotal                               | <b>59,430.00</b> | <b>9250</b>   | <b>68680</b>                       | <b>12523.6</b>  | <b>14904.26</b> | <b>22%</b>                 |                         | <b>14420</b>    | <b>14420</b>             |            | <b>2327.5</b> | <b>3722.5</b> | <b>26%</b>                 |        |
| <b>Contingency Fund</b>                | 1000             |               | 1000                               |                 |                 |                            |                         |                 |                          |            |               |               |                            |        |
| <b>FACILITIES TOTAL</b>                | <b>60430</b>     | <b>9250</b>   | <b>69680</b>                       | <b>12524</b>    | <b>14904</b>    | <b>21%</b>                 | <b>FACILITIES TOTAL</b> | <b>14420</b>    | <b>14420</b>             |            | <b>2327.5</b> | <b>3722.5</b> | <b>26%</b>                 |        |

| ADMINISTRATION                     |                 |               |                                    |               |               |                            | ADMINISTRATION               |                 |                          |            |           |               |                            |
|------------------------------------|-----------------|---------------|------------------------------------|---------------|---------------|----------------------------|------------------------------|-----------------|--------------------------|------------|-----------|---------------|----------------------------|
| EXPENDITURE                        | ORIGINAL BUDGET | From RESERVES | Total Budgeted Spend incl Reserves | ACTUAL        | ACTUAL        | % of Budget Reached TO END | INCOME                       | ORIGINAL BUDGET | Budget Adjusted 25/09/16 | Difference | ACTUAL    | ACTUAL        | % of Budget Reached TO END |
|                                    | 2016-17         | 2016-17       | 2016-17                            | May-16        | Jun-16        | Jun-16                     |                              | 2016-17         | 2016-17                  |            | May-16    | Jun-16        |                            |
| Petty Cash                         | 100             |               | 100                                | 100.00        | 100.00        | 100%                       |                              |                 |                          |            |           |               |                            |
| Telephone/Broadband                | 500             |               | 500                                | 121.34        | 179.89        | 36%                        |                              |                 |                          |            |           |               |                            |
| Stationery & Misc.                 | 300             |               | 300                                | 8.99          | 8.99          | 3%                         |                              |                 |                          |            |           |               |                            |
| Photocopying                       | 700             |               | 700                                | 90.30         | 90.30         | 13%                        |                              |                 |                          |            |           |               |                            |
| Lone Worker Alarm                  | 120             |               | 120                                | 28.47         | 28.47         | 24%                        |                              |                 |                          |            |           |               |                            |
| Computer & software                | 200             |               | 200                                |               |               |                            |                              |                 |                          |            |           |               |                            |
|                                    | <b>1,920.00</b> | -             | <b>1920</b>                        | <b>349.10</b> | <b>407.65</b> | <b>21%</b>                 |                              | -               |                          |            |           |               |                            |
| <b>Council Running Costs</b>       |                 |               |                                    |               |               |                            | <b>Council Running Costs</b> |                 |                          |            |           |               |                            |
| Audit etc.                         | 750             |               | 750                                |               |               |                            |                              |                 |                          |            |           |               |                            |
| Internal Auditors Fee              | 250             |               | 250                                | 200.00        | 200.00        | 80%                        | Wayleaves                    | 48              | 48                       |            | 50.00     | 50.00         |                            |
| Elections                          | 250             |               | 250                                | 250.00        | 250.00        | 100%                       |                              |                 |                          |            |           |               |                            |
| Fees (Legal)                       | 1000            |               | 1000                               |               |               |                            | Interest on A/Cs             | 230             | 230                      |            |           | 53.51         | 23%                        |
| Memberships CALC/SLCC              | 1000            |               | 1000                               | 1,002.79      | 1,002.79      | 100%                       | Hereford and Worcester A/C   | 4               | 4                        |            |           |               |                            |
| Training Courses                   | 500             |               | 500                                |               |               |                            |                              |                 |                          |            |           |               |                            |
| Travel Allowances                  | 200             |               | 200                                |               |               |                            |                              |                 |                          |            |           |               |                            |
| Insurance (all buildings)          | 6025            |               | 6025                               | 4,437.11      | 4,437.11      | 74%                        |                              |                 |                          |            |           |               |                            |
| Bank Charges                       |                 |               | 250                                | 32.00         | 32.00         | 13%                        |                              |                 |                          |            |           |               |                            |
| Employers Nat.Ins                  | 4500            |               | 4500                               |               |               |                            |                              |                 |                          |            |           |               |                            |
|                                    | <b>14475</b>    |               | <b>14725</b>                       | <b>5921.9</b> | <b>5921.9</b> | <b>40%</b>                 |                              | <b>282</b>      | <b>282</b>               |            | <b>50</b> | <b>103.51</b> | <b>37%</b>                 |
| <b>Community Services</b>          |                 |               |                                    |               |               |                            | <b>Community Services</b>    |                 |                          |            |           |               |                            |
| Street Lighting                    | 2500            |               | 2500                               |               |               |                            |                              |                 |                          |            |           |               |                            |
| Hanging Baskets                    | 2000            |               | 2000                               |               |               |                            | Hanging Baskets              | 1000            | 1000                     |            |           | 914.00        | 91%                        |
| Bus shelter, maintenance/cleaning  | 200             |               | 200                                | 15.00         | 15.00         | 8%                         |                              |                 |                          |            |           |               |                            |
| Flood Clean Up Reserves            |                 |               |                                    |               |               |                            |                              |                 |                          |            |           |               |                            |
|                                    | <b>4,700.00</b> | -             | <b>4700</b>                        | <b>15.00</b>  | <b>15.00</b>  | <b>0%</b>                  |                              | <b>1,000.00</b> | <b>1000</b>              |            | -         | <b>914.00</b> | <b>91%</b>                 |
| <b>Donations</b>                   |                 |               |                                    |               |               |                            | <b>Donations</b>             |                 |                          |            |           |               |                            |
| Tenbury in Bloom                   | 150             |               | 150                                |               |               |                            |                              |                 |                          |            |           |               |                            |
| Tenbury Tourism                    | 350             |               | 350                                |               |               |                            |                              |                 |                          |            |           |               |                            |
| Tenbury CAB                        | 1000            |               | 1000                               |               |               |                            |                              |                 |                          |            |           |               |                            |
| Tenbury CoT Christmas Lights       | 500             |               | 500                                |               |               |                            |                              |                 |                          |            |           |               |                            |
| Tenbury Transport Trust            | 500             |               | 500                                |               |               |                            |                              |                 |                          |            |           |               |                            |
|                                    | <b>2500</b>     |               | <b>2500</b>                        |               |               |                            |                              |                 |                          |            |           |               |                            |
| <b>Promotion</b>                   |                 |               |                                    |               |               |                            | <b>Promotion</b>             |                 |                          |            |           |               |                            |
| Advertising                        | 1000            |               | 1000                               | 40.00         | 40.00         | 4%                         |                              |                 |                          |            |           |               |                            |
| Web Site                           | 150             |               | 150                                |               |               |                            |                              |                 |                          |            |           |               |                            |
|                                    | <b>1,150.00</b> | -             | <b>1150</b>                        | <b>40.00</b>  | <b>40.00</b>  | <b>3%</b>                  |                              |                 |                          |            |           |               |                            |
| <b>Loans</b>                       |                 |               |                                    |               |               |                            | <b>Loans</b>                 |                 |                          |            |           |               |                            |
| Public Works Loan Board(all loans) | 1460            |               | 1460                               |               | 729.92        | 50%                        |                              |                 |                          |            |           |               |                            |
|                                    | <b>1460</b>     |               | <b>1460</b>                        |               | <b>729.92</b> | <b>50%</b>                 |                              |                 |                          |            |           |               |                            |

| ADMINISTRATION                |              |  |              |                 |                  | ADMINISTRATION          |                          |             |             |              |                |            |
|-------------------------------|--------------|--|--------------|-----------------|------------------|-------------------------|--------------------------|-------------|-------------|--------------|----------------|------------|
| <b>Payback Schemes</b>        |              |  |              |                 |                  | <b>Payback Schemes</b>  |                          |             |             |              |                |            |
| Lengthsman                    | 3000         |  | 3000         | 224.25          | 448.50           | 15%                     | Lengthsman               | 3000        | 3000        |              |                |            |
| Footpaths                     | 500          |  | 500          |                 |                  |                         | Footpaths                | 500         | 500         |              |                |            |
| Rate Relief                   | 150          |  | 150          |                 |                  |                         | Rate Relief              | 150         | 150         |              |                |            |
|                               | <b>3650</b>  |  | <b>3650</b>  | <b>224.25</b>   | <b>448.5</b>     | <b>12%</b>              |                          | <b>3650</b> | <b>3650</b> |              |                |            |
| <b>SUB TOTAL</b>              | <b>29855</b> |  | <b>30105</b> | <b>6550.25</b>  | <b>7562.97</b>   | <b>25%</b>              | <b>SUB TOTAL</b>         | <b>4932</b> | <b>4932</b> | <b>50.00</b> | <b>1017.51</b> | <b>21%</b> |
| Contingency Fund              | 1000         |  | 750          |                 |                  |                         |                          |             |             |              |                |            |
| <b>ADMIN SUB TOTAL</b>        | <b>30855</b> |  | <b>30855</b> | <b>6550.25</b>  | <b>7562.97</b>   | <b>25%</b>              | <b>ADMIN SUB TOTAL</b>   | <b>4932</b> | <b>4932</b> | <b>50</b>    | <b>1018</b>    | <b>21%</b> |
| <b>WAGES/ALLOWANCES</b>       |              |  |              |                 |                  | <b>WAGES/ALLOWANCES</b> |                          |             |             |              |                |            |
| Mayors Allowance              | 1500         |  | 1500         |                 | 30.00            | 2%                      |                          |             |             |              |                |            |
| SALARIES                      | 63000        |  | 63000        | 8,789.65        | 13,578.57        | 22%                     |                          |             |             |              |                |            |
| Pension from Jan 2017         | 4000         |  | 4000         |                 |                  |                         |                          |             |             |              |                |            |
| <b>WAGES/ALLOWANCES TOTAL</b> | <b>68500</b> |  | <b>68500</b> | <b>8,789.65</b> | <b>13,608.57</b> | <b>20%</b>              |                          |             |             |              |                |            |
| <b>ADMIN GRAND TOTAL</b>      | <b>99355</b> |  | <b>99355</b> | <b>15339.9</b>  | <b>21171.54</b>  | <b>21%</b>              | <b>ADMIN GRAND TOTAL</b> | <b>4932</b> | <b>4932</b> | <b>50</b>    | <b>1017.51</b> | <b>21%</b> |

| Neighbourhood Plan      |                 |                     |                                    |          |          |                            | Neighbourhood Plan |                 |                          |            |         |        |                            |
|-------------------------|-----------------|---------------------|------------------------------------|----------|----------|----------------------------|--------------------|-----------------|--------------------------|------------|---------|--------|----------------------------|
| EXPENDITURE             | ORIGINAL BUDGET | From RESERVES/GRANT | Total Budgeted Spend incl Reserves | ACTUAL   | ACTUAL   | % of Budget Reached TO END | INCOME             | ORIGINAL BUDGET | Budget Adjusted 25/09/16 | Difference | ACTUAL  | ACTUAL | % of Budget Reached TO END |
|                         | 2016-17         | 2016-17             | 2016-17                            | May-16   | Jun-16   |                            |                    | Jun-16          | 2016-17                  |            | 2016-17 | May-16 |                            |
| Promotion & Advertising | 1000            |                     | 1000                               |          | 490.47   | 49%                        |                    |                 |                          |            |         |        |                            |
| Consultants Fees        | 500             | 5,840.00            | 6340                               | 2,840.00 | 2,840.00 | 45%                        | GRANT              | 5840            | 5840                     |            |         |        |                            |
| Other                   | 500             |                     | 500                                |          | 36.00    |                            |                    |                 |                          |            |         |        |                            |
|                         | 2000            | 5840                | 7840                               | 2,840.00 | 3,366.47 | 43%                        |                    |                 |                          |            |         |        |                            |

| OVERVIEW           |                 |               |                                    |                 |              |                            | OVERVIEW           |                 |                          |            |                 |                 |                            |
|--------------------|-----------------|---------------|------------------------------------|-----------------|--------------|----------------------------|--------------------|-----------------|--------------------------|------------|-----------------|-----------------|----------------------------|
| EXPENDITURE        | ORIGINAL BUDGET | From RESERVES | Total Budgeted Spend incl Reserves | ACTUAL          | ACTUAL       | % of Budget Reached TO END | INCOME             | ORIGINAL BUDGET | Budget Adjusted 25/09/16 | Difference | ACTUAL          | ACTUAL          | % of Budget Reached TO END |
|                    | 2016-17         | 2016-17       | 2016-17                            | May-16          | Jun-16       |                            |                    | Jun-16          | 2016-17                  |            | 2016-17         | May-16          |                            |
| FACILITIES         | 60430           | 9250          | 69680                              | 12,523.60       | 14,904.26    | 21%                        | FACILITIES         | 14420           | 14420                    |            | 2,327.50        | 3,722.50        | 26%                        |
| NEIGHBOURHOOD PLAN | 2000            | 5840          | 7840                               | 2,840.00        | 3,366.47     | 43%                        | NEIGHBOURHOOD PLAN |                 |                          |            |                 |                 |                            |
| ADMINISTRATION     | 99355           |               | 99355                              | 15,339.90       | 21,171.54    | 21%                        | ADMINISTRATION     | 4932            | 4932                     |            | 50.00           | 1,017.51        | 21%                        |
| <b>SUBTOTAL</b>    | <b>161785</b>   | <b>15090</b>  | <b>176875</b>                      | <b>30703.50</b> | <b>39442</b> | <b>22%</b>                 | <b>SUBTOTAL</b>    | <b>19352</b>    | <b>19352</b>             |            | <b>2,377.50</b> | <b>4,740.01</b> | <b>24%</b>                 |
|                    |                 |               |                                    |                 |              |                            | PRECEPT            | 133412          | 133412                   |            | 66,706.00       | 66,706.00       | 50%                        |
|                    |                 |               |                                    |                 |              |                            | Parish Grant       | 9021            | 9021                     |            | 4,510.50        | 4,510.50        | 50%                        |
| <b>GRAND TOTAL</b> | <b>161785</b>   | <b>15090</b>  | <b>176875</b>                      | <b>30704</b>    | <b>39442</b> | <b>22%</b>                 | <b>GRAND TOTAL</b> | <b>161785</b>   | <b>161785</b>            |            | <b>73594</b>    | <b>75957</b>    | <b>47%</b>                 |