



**This meeting is being held IN PERSON AT PARK HALL**

**Restrictions apply on capacity in the building for public seating.**

**To: The Chairman and Members of Whitwick Parish Council**

(Cllrs A Barker, L Collins, L Gillard, S Gillard, T Gillard, P Moulton, L Spence, J Straw, R Woodward, M Wyatt)

11 November 2021

Dear Councillor

I hereby summon you to attend the **Meeting of Whitwick Parish Council** to be held at **7.00pm** on **Thursday, 18 November 2021** at Park Hall, Whitwick Park, North Street, Whitwick, LE67 5HA, for the purpose of transacting the following items of business.

Yours faithfully

A handwritten signature in cursive script that reads 'Cathy Tibbles'.

Cathy Tibbles, PSLCC  
Parish Manager

## AGENDA

### **2688. APOLOGIES FOR ABSENCE**

### **2689. DECLARATIONS OF INTEREST**

To receive declarations of interests in respect of items on the agenda. Members are reminded that they must declare whether the interest is a '*disclosable pecuniary interest*' (in which case you must leave the meeting while that item is under discussion) or a '*disclosable non-pecuniary interest*' or a '*conflict of interest*' (where you may remain in the meeting, vote and speak on the matter unless to do so would compromise your impartiality or other obligations set out in the Code of Conduct).

## **2690. MINUTES**

To note the minutes of the previous meetings held on 16 September, 14 and 21 October 2021 are deferred to the next meeting (as they have not yet been written).

**Members' instructions are requested.**

## **2691. COMMUNITY POLICING**

This is an opportunity for your local beat PC/PCSOs to have a dialogue with the Parish Council (or to send a report if unable to attend). Date for the next Beat Surgery at the Community Office has been arranged for Wednesday 13<sup>th</sup> January 2022 at 11:00am.

## **2692. PUBLIC QUESTION AND ANSWER SESSION**

*NB Following concerns at the last meeting from residents about sewage in the Brook, natural flood risk and water levels, pumping of water into the Brook and the terms for MQP to re-start operations at the quarry, the parish council did establish that these issues fall into separate areas of responsibility. In an endeavour to seek clear information, the Parish Council has contacted Severn Trent and the Environment Agency to request a public meeting.*

## **2693. GUEST SPEAKER: Becky Knighton, Planning Officer from Leicestershire County Council**

Following concerns at the last meeting about effects on the environment locally, Ms Knighton may be able to offer clarification on the terms of planning regulation and control that apply to operations at Whitwick Quarry by MQP.

*NB Following an approach by the Parish Council to MQP, it has been confirmed the company is willing to provide written answers to questions submitted via the parish council.*

**Members' instructions are requested.**

## **2694. VAS SCHEME –DATA REPORT**

Members requested to note the monthly report(s) and take the opportunity to review data and ask questions to the members of the VAS Team (information attached/to follow when available). Details are displayed on our website: <https://whitwickpc.org.uk/news/>

**Members' instructions are requested.**

## **2695. THE FUTURE OF HERMITAGE LEISURE CENTRE**

Members to receive an update:

- a) to note the press release from NLWDC, which was announced on 11 November:

### **“Hermitage Leisure Centre and recreation ground**

Hermitage Leisure Centre will close when the new centre opens and memberships will automatically transfer. NWLDC is currently considering a range of proposals for the future of the leisure centre site and the recreation ground.

Any proposals will be focussed mainly on leisure and recreation facilities for the community, linking through to the new leisure centre. It is hoped that some options will be shared with the public in the first half of 2022.

**Facilities at Whitwick and Coalville Leisure Centre include:**

*With the exception of landscaping and paths around the centre, and outdoor play and leisure equipment, customers should be able to use the centre early in the new year.*

- *Eight-lane, 25m main pool*
- *Learner pool with moveable floor*
- *110-station gym*
- *Group cycling studio (25 bikes)*
- *Group dance studio*
- *Eight-court sports hall*
- *Clip 'n Climb and Adventure Mania*
- *Sauna, steam and spa pool*
- *Three squash courts*
- *Changing Places facility, accessible from the lobby*
- *Café, with healthy eating options*
- *250 car parking spaces*
- *Parkland setting, incorporating trim trail/recreational opportunities*

*An official opening is being planned for February, although customers will be able to enjoy the facilities before then."*

b) to note the ideas from Coalville C.A.N.(information previously circulated), who have submitted concept proposals to NWLDC for 'Meanwhile Use' that they hope would prevent the building falling into disrepair until a decision is taken on the future use of this site.

NB Deana Wildgoose, from Coalville C.A.N. may be attending the meeting as a member of the public.

**Members to note the information AND members' views/instructions are requested.**

**2696. GRANT APPLICATION**

Applications received from St John the Baptist Church requesting £250 towards the cost of outreach to the community of Whitwick during the Christmas season and continuing the tradition of having a village Christmas Tree (information enclosed for members only).

**Members' instructions are requested.**

**2697. FARMERS' MARKET**

As the request of Cllr Wyatt, members to consider establishing a Task and Finish group to investigate the feasibility of holding a regular monthly farmers market in Whitwick Park, with the establishment of a budget towards the cost of running this event, whilst grant funding could later be explored.

**Members' instructions are requested.**

**2698. BUDGET 2022-2023**

Members to consider the initial draft budget and note that further refinements will be made by the Responsible Finance Officer in light of recent council decisions, anticipated or known factors that will affect the year end forecasts and future year provisions (information to follow when/if available).

**Members' instructions are requested.**

## **2699. APPOINTMENT OF INTERNAL AUDITOR**

Following previous consideration, members to confirm the appointment of LRALC Internal Audit Service to provide an internal audit service to the Parish Council for 2021-22, which will appoint a person to undertake the checks and be covered by LRALC's professional indemnity insurance, to operate within LRALC's quality assurance system that includes the use of the audit check list and template audit report provided by LRALC.

**Members' instructions are requested.**

## **2700. PLANNING MATTERS**

a) Applications - The Council has been consulted by NWLDC on the following applications:

**REF 21/02094/CLP – 22 Brooks Lane - Certificate of lawful proposed development for the erection of single-storey rear extension** (deadline 1 December)

**REF 21/02041/FUL - 6 Bridle Road - Erection of two storey front extension** (deadline 16 November, extension granted to 19 November)

**REF 21/02009/FUL - 20 Cademan Street - Erection of two-storey front extension and detached double garage with glass balustrade above** (deadline 17 November, extension granted to 19 November)

**REF 21/01931/FUL (amended)- 23 Rosslyn Road - Erection of a two-storey front extension and a single-storey rear extension** (deadline 3 November, extension granted to 19 November)

**Members' instructions are requested.**

b) Decisions

**NWLDC have now approved** the following applications:

REF 21/01841/FUL - 57 Tressall Road - Erection of a single-storey side/rear extension

REF 21/01541/FUL - 163 Hall Lane - Part change of use of garage to a barber shop (Use Class E) (Retrospective application) –

REF 21/01373/FUL – 291 Church Lane - Erection of a two story side extension, single story rear extension and a single storey front canopy and porch

**Members to note the information.**

## **2701. PROPERTY MANAGEMENT AND GENERAL PURPOSES COMMITTEE**

To note the minutes of the PMGP Committee meetings held on 7 October and 4 November 2021 are deferred to the next meeting (as they have not yet been written).

**Members to note the information.**

## **2702. STAFFING COMMITTEE**

At the request of Cllr Moulton and deferred at the last meeting due to absence of members, following concerns discussed at a previous meeting, members of the Staffing Committee are asked to confirm the employment training either already undertaken or the courses they wish to attend in order that they may better fulfil their responsibilities held on behalf of the council.

**Members' instructions are required.**

## **2703. WORKING PARTY/LINK COUNCILLOR REPORTS – PARISH PROJECTS**

To consider progress since the last report/meeting and/or any recommendations for approval and opportunities for discussion/questions from members (see information enclosed/to follow/to be tabled):

- a) Standing Orders Review meeting – meeting not yet re-arranged by the Parish Manager
- b) Finance Working Party – no further meetings have been held;
- c) Environment Working Party – report of meeting scheduled for Monday 8 November;
- d) Defibrillator Link Councillors
- e) Flood Action Plan Link Councillor
- f) Quarry Link Councillor
- g) Website Working Party – no review has yet been scheduled;
- h) Whitwick Historical Group Link Councillor(s)
- i) Hermitage Leisure Centre Steering Group Link Councillor
- j) Royal British Legion Link Councillor
- k) Whitwick Colliery Disaster Memorial Project Team Link Councillor
- l) Meadow Barn View Link Councillor(s)

**Members to note the information OR members' instructions are requested.**

## **2704. DISTRICT COUNCILLORS' REPORTS**

## **2705. COUNTY COUNCILLOR'S REPORT**

## **2706. PARISH MANAGER'S REPORT AND MATTERS PENDING**

The Parish Manager to submit report for the latest period (to follow or to be tabled). List of matters which have previously been considered by the Council where action is not yet completed has not been produced since June 2020 so currently unavailable.

**Members' instructions are requested.**

## **2707. ACCOUNTS FOR PAYMENT**

- a) To note that income of £1,780.59 has been received in the latest period (cash listing attached);
- b) to consider the following payments of £8,260.00 for the latest period (payment listing attached)
- c) To note the latest income and expenditure account for 2021/22 (information attached);

- d) To note the latest bank balances at the last month end as Unity current a/c £275,437.70, Unity Deposit a/c £12,214.94 and CCLA Public Sector Deposit Fund £145,000.
- e) quarterly checks are being arranged by the Vice-Chairman.

**Members' instructions are requested.**

### **2708. EXCLUSION OF PRESS AND PUBLIC**

Members to consider, in accordance with Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, whether the public and press is excluded from parts of the meeting below (Item 2618 b) on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.

**Members' instructions are required**

### **2709. STAFFING MATTERS**

Members are asked:

- a) to note the latest information on the recruitment process for the two new part-time vacancies;
- b) to receive information on a confidential staff matter and begin consideration of the legal implications for the council;

**Members' instructions are requested.**

*Date of next meeting: Thursday 9 December at 7 pm*  
*NB – this is held one week earlier due to Christmas*

## PARISH COUNCIL MEETING

**N.B. THIS IS A PUBLIC MEETING AND THERE IS A STATUTORY RIGHT FOR ANYONE TO RECORD IT. There is information available to members of the public that explain the regulations that apply to this meeting.** Public participation is limited to the item for Public Questions only. Standing Order 5.8 states: "Photographing, recording, broadcasting or transmitting the proceedings of a meeting by any means is permitted." The Council asks to be notified prior to the start of the meeting so that councillors and members of the public are aware. Please note the Chairman has the right to ask the recording be stopped if the Chairman reasonably believed that the meeting is being disrupted because of the recording, if the recording is preventing the public participating or is inhibiting community involvement or if the meeting moves into confidential session. If you object to being recorded, please notify the Chairman or Parish Manager. We will endeavour to ensure that your objections are respected. However, we are not able to guarantee this. This is a public meeting and there is a statutory right for anyone to record it. Anyone at the meeting may use Twitter, Facebook or similar social media provided that the Chairman does not consider their actions are disrupting the proceedings of the meeting.

For Project: Hall Lane Outgoing

Location/Name: Outgoing

Speed Intervals 5 MPH

Time Intervals Instant

Traffic Report From 04/10/2021 00:00:00 through 25/10/2021 10:59:59

85th Percentile Speed 33.9 MPH

85th Percentile Vehicles 34332

**Max Speed** **65 MPH** **on** **22/10/2021** **22:00:00**

Total Vehicles 40390

AADT: 1882

## Volumes - weekly counts

Time	5 Day	7 Day
Average Daily	1933	1849
AM Peak 08:00	162	134
PM Peak 03:00	173	156

## Speed

Speed Limit: 35

85th Percentile Speed: 33.9

Average Speed: 28.49

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Count over limit	566	480	481	546	666	600	456
% over limit	9.2	8.4	8.0	8.8	10.4	11.2	10.2
Avg Speeder	38.5	38.6	38.7	38.8	38.8	38.8	38.8





For Project:

Hall Lane Incoming

Speed Intervals 5 MPH  
 Time Intervals Instant  
 Traffic Report From 04/10/2021 00:00:00 through 25/10/2021 09:59:59  
 85th Percentile Speed 33.3 MPH  
 85th Percentile Vehicles 41565  
 Max Speed 60 MPH on 11/10/2021 03:15:00  
 Total Vehicles 48900  
 AADT: 2283

## Volumes - weekly counts

	Time	5 Day	7 Day
Average Daily		2385	2237
AM Peak	08:00	280	223
PM Peak	03:00	245	214

## Speed

Speed Limit: 35  
 85th Percentile Speed: 33.3  
 Average Speed: 27.88

	Monday	Tuesday	Wednesday	Thursday	Friday
Count over limit	486	403	418	505	545
% over limit	6.4	5.6	5.7	6.7	6.8
Avg Speeder	38.2	38.2	38.1	38.1	38.4

## Annual Budget - By Centre (Actual YTD Month 8)

Note: Draft Budget v1.2

	<u>Last Year</u>		<u>Current Year</u>				<u>22/23</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward	
<b>100</b>	<b><u>Income</u></b>									
1076	Precept	280,352	280,352	271,941	271,941	271,941	0	0	0	0
1080	Council Tax Support Grant ENDE	3,883	3,883	0	0	0	0	0	0	0
1090	Grants/Donations Received	0	5,313	0	3,666	3,700	0	0	0	0
1100	Bank Interest	385	305	385	22	36	0	40	0	0
1200	Allotment Inc/ Thornborough Rd	1,040	1,085	1,040	0	1,040	0	1,040	0	0
1205	Allotment Inc/ Walkers Flats	410	583	583	0	583	0	583	0	0
1250	Bowling Green & Pavilion Hire	1,025	833	1,025	1,000	1,000	0	1,025	0	0
1300	Whitwick Park Hall Hire	6,000	1,326	2,500	6,395	8,500	0	4,500	0	0
1350	Other Income	1	10,622	1	0	1	0	1	0	0
	<b>Total Income</b>	<b>293,096</b>	<b>304,303</b>	<b>277,475</b>	<b>283,024</b>	<b>286,801</b>	<b>0</b>	<b>7,189</b>	<b>0</b>	<b>0</b>
	<b>Movement to/(from) Gen Reserve</b>	<b>293,096</b>	<b>304,303</b>	<b>277,475</b>	<b>283,024</b>	<b>286,801</b>		<b>7,189</b>		
<b>200</b>	<b><u>Salaries</u></b>									
4000	Office Admin Salaries	42,848	44,197	48,171	26,759	48,171	0	0	0	0
4001	Office Apprentice	0	0	15,000	0	6,084	0	0	0	0
4010	Park Hall Caretakers	6,196	2,751	6,358	1,870	6,358	0	0	0	0
4020	Parish Warden	0	0	783	0	783	0	0	0	0
4040	Employers NI	3,928	3,851	3,994	2,269	3,994	0	0	0	0
4050	Employers Pension	1,419	1,468	1,550	862	1,550	0	0	0	0
4055	Sickness Contingency/ Holiday	533	0	5,550	0	5,550	0	0	0	0
	<b>Overhead Expenditure</b>	<b>54,924</b>	<b>52,266</b>	<b>81,406</b>	<b>31,759</b>	<b>72,490</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Movement to/(from) Gen Reserve</b>	<b>(54,924)</b>	<b>(52,266)</b>	<b>(81,406)</b>	<b>(31,759)</b>	<b>(72,490)</b>		<b>0</b>		
<b>210</b>	<b><u>Administration</u></b>									

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## Annual Budget - By Centre (Actual YTD Month 8)

Note: Draft Budget v1.2

	<u>Last Year</u>		<u>Current Year</u>				<u>22/23</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4110 Stationery/Postage/Consumables	783	435	600	208	600	0	618	0	0
4120 Printing	575	409	592	277	592	0	610	0	0
4130 Bank Charges	155	118	100	31	100	0	120	0	0
4150 Parish Website	3,500	485	1,000	240	1,000	0	1,030	0	0
4160 Getmapping (Parish Online)	159	150	159	150	150	0	170	0	0
4170 Office Equipment	1,200	413	750	1,417	2,126	0	775	0	0
4180 Software Licences/Support	1,500	975	1,545	1,045	1,545	0	1,800	0	0
4310 Subscriptions and Memberships	1,429	1,282	1,472	1,646	2,325	0	1,935	0	0
4320 Insurance	2,234	2,109	2,260	1,921	1,921	0	2,328	0	0
4330 Audit	1,248	1,210	1,285	1,250	1,250	0	1,324	0	0
4335 GDPR	1,000	1,050	1,030	1,050	1,050	0	1,061	0	0
4340 Professional Fees	7,500	2,575	7,000	2,080	7,000	0	7,210	0	0
4350 Staff Training	768	220	850	541	850	0	2,000	0	0
4360 Councillors Training	768	160	850	100	850	0	950	0	0
4370 Staff Recruitment	200	0	200	70	200	0	200	0	0
4380 Election Contingency	2,562	0	3,670	0	3,670	0	3,780	0	0
4390 General Contingency	31,500	3,744	27,000	1,273	27,000	0	30,000	0	0
<b>Overhead Expenditure</b>	<b>57,081</b>	<b>15,335</b>	<b>50,363</b>	<b>13,300</b>	<b>52,229</b>	<b>0</b>	<b>55,911</b>	<b>0</b>	<b>0</b>
6000 plus Transfer from EMR	0	190	0	3,413	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<b>(57,081)</b>	<b>(15,145)</b>	<b>(50,363)</b>	<b>(9,887)</b>	<b>(52,229)</b>		<b>(55,911)</b>		
<b>300 Community Initiatives</b>									
4510 VAS Project	7,500	7,500	1,500	0	1,500	0	10,000	0	0
4511 Contingency for VAS compliance	1,065	605	1,065	0	1,065	0	2,250	0	0

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## Annual Budget - By Centre (Actual YTD Month 8)

Note: Draft Budget v1.2

	<u>Last Year</u>		<u>Current Year</u>				<u>22/23</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4512 Defibrillators	2,500	0	0	0	0	0	10,000	0	0
4520 Salt Bins	1,050	1,003	1,050	156	1,050	0	1,200	0	0
4525 Benches	1,800	1,137	1,150	1,240	1,240	0	1,800	0	0
4530 Newsletter and Media	1,449	1,150	1,525	690	1,290	0	1,571	0	0
4540 SUSPENDED Community Events&Com	1,500	61	0	0	0	0	0	0	0
4541 Community Lamppost Poppies	240	60	360	240	240	0	200	0	0
4542 Community Christmas Lighting	1,500	0	500	278	500	0	1,400	0	0
4543 SUSPENDED Cont'y Christmas Lig	473	0	0	0	0	0	0	0	0
4545 Parish Improvement Plan	190	0	0	0	0	0	0	0	0
4547 Flood Action Plan/Contingency	500	0	0	0	0	0	2,000	0	0
4550 Community Grant Scheme	2,250	1,000	2,250	750	2,250	0	2,250	0	0
<b>Overhead Expenditure</b>	<b>22,017</b>	<b>12,515</b>	<b>9,400</b>	<b>3,353</b>	<b>9,135</b>	<b>0</b>	<b>32,671</b>	<b>0</b>	<b>0</b>
6000 plus Transfer from EMR	0	946	0	828	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<b>(22,017)</b>	<b>(11,569)</b>	<b>(9,400)</b>	<b>(2,526)</b>	<b>(9,135)</b>		<b>(32,671)</b>		
<b>350 Community Office Running Costs</b>									
4200 Electricity	820	948	845	237	845	0	1,200	0	0
4210 Water Charges	191	168	180	90	180	0	185	0	0
4220 Business Rates	0	0	0	486	729	0	900	0	0
4250 Internet/Phone	825	557	750	374	750	0	1,000	0	0
4260 Fire Extinguisher Servicing	230	10	237	0	237	0	244	0	0
4270 Security Servicing	285	83	285	0	285	0	294	0	0
4280 PAT Testing	53	56	70	40	40	0	45	0	0
4460 Repairs and Maintenance	512	123	200	162	200	0	206	0	0
<b>Overhead Expenditure</b>	<b>2,916</b>	<b>1,944</b>	<b>2,567</b>	<b>1,389</b>	<b>3,266</b>	<b>0</b>	<b>4,074</b>	<b>0</b>	<b>0</b>

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## Annual Budget - By Centre (Actual YTD Month 8)

Note: Draft Budget v1.2

		<u>Last Year</u>		<u>Current Year</u>				<u>22/23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
6000	plus Transfer from EMR	0	50	0	0	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	<b>(2,916)</b>	<b>(1,894)</b>	<b>(2,567)</b>	<b>(1,389)</b>	<b>(3,266)</b>		<b>(4,074)</b>		
<b>400</b>	<b><u>Park Hall Running Costs</u></b>									
4200	Electricity	1,055	822	1,087	377	1,087	0	1,400	0	0
4210	Water Charges	680	477	580	366	732	0	770	0	0
4220	Business Rates	121	-990	1,221	283	1,221	0	600	0	0
4260	Fire Extinguisher Servicing	159	32	164	0	164	0	169	0	0
4270	Security Servicing	127	0	131	0	131	0	135	0	0
4280	PAT Testing	43	43	45	10	10	0	20	0	0
4310	Subscriptions and Memberships	310	241	300	70	300	0	309	0	0
4410	Waste Collection	273	0	120	0	120	0	124	0	0
4420	Consumables	273	25	281	114	171	0	289	0	0
4430	Electrical Certificate	55	0	0	0	0	0	0	0	0
4440	Sewer Pump Servicing	200	0	100	0	100	0	103	0	0
4450	Boiler Servicing	109	109	212	0	0	0	218	0	0
4460	Repairs and Maintenance	2,049	146	9,364	15,049	19,243	0	5,000	0	0
4480	Running Costs Contingency	0	0	0	0	0	0	0	0	0
	<b>Overhead Expenditure</b>	<b>5,454</b>	<b>906</b>	<b>13,605</b>	<b>16,270</b>	<b>23,279</b>	<b>0</b>	<b>9,137</b>	<b>0</b>	<b>0</b>
6000	plus Transfer from EMR	0	0	0	6,222	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	<b>(5,454)</b>	<b>(906)</b>	<b>(13,605)</b>	<b>(10,048)</b>	<b>(23,279)</b>		<b>(9,137)</b>		
<b>405</b>	<b><u>Pavilion and Other Building</u></b>									
4200	Electricity	1,537	1,277	1,583	178	1,583	0	1,756	0	0
4210	Water Charges	2,000	1,432	1,576	1,097	1,576	0	1,623	0	0

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## Annual Budget - By Centre (Actual YTD Month 8)

Note: Draft Budget v1.2

		<u>Last Year</u>		<u>Current Year</u>				<u>22/23</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4280	PAT Testing	0	0	0	20	20	0	25	0	0
4460	Repairs and Maintenance	672	378	1,250	1,267	1,900	0	2,000	0	0
4480	Running Costs Contingency	0	0	0	295	295	0	0	0	0
	<b>Overhead Expenditure</b>	<b>4,209</b>	<b>3,087</b>	<b>4,409</b>	<b>2,856</b>	<b>5,374</b>	<b>0</b>	<b>5,404</b>	<b>0</b>	<b>0</b>
6000	plus Transfer from EMR	0	0	0	294	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	<b>(4,209)</b>	<b>(3,087)</b>	<b>(4,409)</b>	<b>(2,562)</b>	<b>(5,374)</b>		<b>(5,404)</b>		
<b>410</b>	<b><u>Railway Station Building</u></b>									
4280	PAT Testing	0	0	0	33	33	0	40	0	0
4450	Boiler Servicing	72	0	74	0	74	0	76	0	0
4460	Repairs and Maintenance	1,500	1,485	1,545	2,996	4,449	0	1,591	0	0
4480	Running Costs Contingency	1,000	0	1,030	0	1,030	0	1,061	0	0
4490	Repairs and Renewals Fund	500	500	515	1,890	2,250	0	1,500	0	0
	<b>Overhead Expenditure</b>	<b>3,072</b>	<b>1,985</b>	<b>3,164</b>	<b>4,919</b>	<b>7,836</b>	<b>0</b>	<b>4,268</b>	<b>0</b>	<b>0</b>
6000	plus Transfer from EMR	0	0	0	4,371	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	<b>(3,072)</b>	<b>(1,985)</b>	<b>(3,164)</b>	<b>(548)</b>	<b>(7,836)</b>		<b>(4,268)</b>		
<b>420</b>	<b><u>Allotments</u></b>									
4460	Repairs and Maintenance	250	0	250	0	250	0	250	0	0
4470	Annual Lease	600	600	600	300	600	0	600	0	0
4570	Grants Paid Th Road	950	950	950	0	950	0	950	0	0
4575	Grants Paid W Flats	250	291	300	0	300	0	300	0	0
	<b>Overhead Expenditure</b>	<b>2,050</b>	<b>1,841</b>	<b>2,100</b>	<b>300</b>	<b>2,100</b>	<b>0</b>	<b>2,100</b>	<b>0</b>	<b>0</b>
	<b>Movement to/(from) Gen Reserve</b>	<b>(2,050)</b>	<b>(1,841)</b>	<b>(2,100)</b>	<b>(300)</b>	<b>(2,100)</b>		<b>(2,100)</b>		

Continued on next page

## Annual Budget - By Centre (Actual YTD Month 8)

Note: Draft Budget v1.2

	<u>Last Year</u>		<u>Current Year</u>				<u>22/23</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward	
<b>430</b>	<b><u>Grounds Maintenance</u></b>									
4710	Grounds Maintenance	8,134	14,903	11,936	7,958	11,936	0	11,936	0	0
4715	Grass Cutting/Strimming	14,821	23,406	21,082	15,919	21,082	0	21,082	0	0
4720	Litter Pick/Bin emptying	1,095	1,116	1,095	976	1,673	0	1,750	0	0
4725	Shrubs/Flower Displays	8,227	11,802	10,248	12,472	12,472	0	13,000	0	0
4730	Park Ranger Service	67,072	67,114	55,892	36,294	55,892	0	55,892	0	0
4735	Playground Insp/Maintenance/Sw	4,500	5,592	6,000	741	6,000	0	7,000	0	0
4736	Bowling Green	5,000	7,213	5,560	5,128	5,650	0	5,560	0	0
4737	Other GM Works	10,000	5,254	6,867	6,103	6,867	0	10,000	0	0
4740	Tree Inspection/Surveys	8,000	0	5,000	0	5,000	0	2,000	0	0
4741	Tree Maintenance	9,980	275	6,000	440	6,000	0	6,000	0	0
4743	Tree Planting- SUSPENDED 01/21	6,750	0	0	0	0	0	0	0	0
	<b>Overhead Expenditure</b>	<b>143,579</b>	<b>136,674</b>	<b>129,680</b>	<b>86,030</b>	<b>132,572</b>	<b>0</b>	<b>134,220</b>	<b>0</b>	<b>0</b>
6000	plus Transfer from EMR	0	2,900	0	4,750	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	<b>(143,579)</b>	<b>(133,774)</b>	<b>(129,680)</b>	<b>(81,280)</b>	<b>(132,572)</b>		<b>(134,220)</b>		
<b>450</b>	<b><u>Repairs and Renewals Fund Land</u></b>									
4460	Repairs and Maintenance	6,150	0	2,425	0	2,425	0	2,750	0	0
4600	Play Equipment	30,600	0	0	25,000	25,000	0	15,000	0	0
	<b>Overhead Expenditure</b>	<b>36,750</b>	<b>0</b>	<b>2,425</b>	<b>25,000</b>	<b>27,425</b>	<b>0</b>	<b>17,750</b>	<b>0</b>	<b>0</b>
6000	plus Transfer from EMR	0	0	0	25,000	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	<b>(36,750)</b>	<b>0</b>	<b>(2,425)</b>	<b>0</b>	<b>(27,425)</b>		<b>(17,750)</b>		
<b>460</b>	<b><u>Projects/ Initiatives</u></b>									

Continued on next page

## Annual Budget - By Centre (Actual YTD Month 8)

Note: Draft Budget v1.2

	<u>Last Year</u>		<u>Current Year</u>				<u>22/23</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4610 Open Spaces Signage	2,350	304	0	0	0	0	0	0	0
4620 Park Entrance Improvements	2,450	0	2,450	0	2,450	0	0	0	0
4630 SUSPENDED 01/21New Proj's/Init	2,000	2,000	0	0	0	0	1,000	0	0
4635 Climate Change Action Fund	0	0	3,000	0	3,000	0	3,090	0	0
4640 Fencing - New and repairs	6,750	1,943	5,000	0	5,000	0	5,150	0	0
4650 Projects with Grants/Donations	0	1,056	0	126	160	0	0	0	0
<b>Overhead Expenditure</b>	<b>13,550</b>	<b>5,303</b>	<b>10,450</b>	<b>126</b>	<b>10,610</b>	<b>0</b>	<b>9,240</b>	<b>0</b>	<b>0</b>
6000 plus Transfer from EMR	0	1,753	0	0	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<b>(13,550)</b>	<b>(3,550)</b>	<b>(10,450)</b>	<b>(126)</b>	<b>(10,610)</b>		<b>(9,240)</b>		
<b>Total Budget Income</b>	<b>293,096</b>	<b>304,303</b>	<b>277,475</b>	<b>283,024</b>	<b>286,801</b>	<b>0</b>	<b>7,189</b>	<b>0</b>	<b>0</b>
<b>Expenditure</b>	<b>345,602</b>	<b>231,857</b>	<b>309,569</b>	<b>185,301</b>	<b>346,316</b>	<b>0</b>	<b>274,775</b>	<b>0</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>-52,506</b>	<b>72,446</b>	<b>-32,094</b>	<b>97,723</b>	<b>-59,515</b>	<b>0</b>	<b>-267,586</b>	<b>0</b>	<b>0</b>
plus Transfer from EMR	0	5,839	0	44,877	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<b>(52,506)</b>	<b>78,285</b>	<b>(32,094)</b>	<b>142,600</b>	<b>(59,515)</b>		<b>(267,586)</b>		



## Receipts for Month 8

## Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	271,628.40					271,628.40	
46	Banked: 22/10/2021	75.00						
46	Yoga	75.00			1300	100	75.00	Monday Hire - Nov
47	Banked: 22/10/2021	7.50						
47	Hirer	7.50			1300	100	7.50	Hall Hire 31/10/21
45	Banked: 28/10/2021	105.00						
42	Tai Chi	105.00			1300	100	85.00	Wed Hall Hire - Nov
					560		20.00	Wed Hall Hire - Deposit
40	Banked: 29/10/2021	3.09						
40	CCLA Public Sector Deposit Fun	3.09			1100	100	3.09	Bank Interest
42	Banked: 29/10/2021	300.00						
44	Friday Art Group	300.00			1300	100	300.00	Friday Hire Nov-Feb
43	Banked: 29/10/2021	105.00						
43	Limelight Performing Arts	105.00			1300	100	105.00	Saturday Hall Hire - Nov
44	Banked: 29/10/2021	910.00						
44	Meadow Barn View	910.00			1300	100	910.00	Tues-Thurs Hall Hire - Nov
48	Banked: 30/10/2021	150.00						
48	Christmas Trees	150.00			1090	100	150.00	Donation for x2 Trees - Mark D
41	Banked: 04/11/2021	20.00						
41	Hirer	20.00			1300	100	20.00	Hall Hire 27/11/21
38	Banked: 08/11/2021	60.00						
38	Hirer	60.00			1300	100	60.00	Hall Hire 28/11/21
37	Banked: 11/11/2021	25.00						
47	Christmas Trees	25.00			1090	100	25.00	Dontation - Co-op
39	Banked: 11/11/2021	20.00						
46	Hirer	20.00			560		20.00	Hall Hire 29/12/21
<b>Total Receipts for Month</b>		<b>1,780.59</b>	<b>0.00</b>	<b>0.00</b>			<b>1,780.59</b>	
<b>Cashbook Totals</b>		<b>273,408.99</b>	<b>0.00</b>	<b>0.00</b>			<b>273,408.99</b>	

## Payments for Month 8

## Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
01/04/2021	Grant Application	146	250.00			4550	300	250.00	Whitwick Historical Group
01/11/2021	Utility Warehouse	136	49.20		8.20	4250	350	41.00	Phone & Internet - June
01/11/2021	Water Plus	138	216.88			4210	400	54.22	Park Hall Water - October
						4210	405	162.66	Pavilion Water - October
01/11/2021	Supreme Systems	140	50.40		8.40	4180	210	42.00	IT Support - October
01/11/2021	Supreme Systems	141	50.40		8.40	4180	210	42.00	IT Support - November
01/11/2021	North West Leics District Coun	142	81.00			4220	350	81.00	Office Rates - October
01/11/2021	North West Leics District Coun	143	81.00			4220	350	81.00	Office Rates - November
01/11/2021	North West Leics District Coun	144	57.00			4220	400	57.00	Hall Rates - October
01/11/2021	North West Leics District Coun	145	57.00			4220	400	57.00	Hall Rates - November
05/11/2021	Water Plus	139	216.88			4210	400	54.22	Park Hall Water - November
						4210	405	162.66	Pavilion Water - November
05/11/2021	Salary Payments	TAX 7	4,740.77			4000	200	3,822.68	Office
						4010	200	470.89	Park Hall
						4040	200	324.12	ER's NIC
						4050	200	123.08	ER's Pens
18/11/2021	AA PAT Testing	128	123.31		20.55	4280	350	40.00	PAT Testing - Office
						4280	405	20.00	PAT Testing - Pavilion
						4280	410	32.76	PAT Testing- Station
						4280	400	10.00	PAT Testing - Hall
18/11/2021	Ace Copying Equipment	129	40.16		6.69	4120	210	33.47	October Copying
18/11/2021	Community Voice	130	222.00		37.00	4120	210	115.00	Full Page Advert
						4370	210	70.00	x 2 1/4 Page Adverts
18/11/2021	DM Payroll Services	131	84.00			4340	210	84.00	Payroll services 21/22 - 6month
18/11/2021	Aqueous	132	180.00		30.00	4150	210	150.00	Website Hosting & Domain
18/11/2021	RBL Poppy Appeal	133	17.00			4650	460	17.00	Wreath
18/11/2021	RBL Poppy Appeal	134	17.00			4650	460	17.00	Wreath
18/11/2021	Leicestershire & Rutland Assoc	135	220.00			4360	210	100.00	Councillor Training
						4350	210	120.00	Staff Training
18/11/2021	Whitwick Electrical	137	1,486.00			4460	400	1,486.00	Electrical work for Hall
18/11/2021	Hall Hirer	147	20.00			560		20.00	Deposit Refund 31/10/21
<b>Total Payments for Month</b>			<b>8,260.00</b>	<b>0.00</b>	<b>119.24</b>			<b>8,140.76</b>	
<b>Balance Carried Fwd</b>			<b>265,148.99</b>						
<b>Cashbook Totals</b>			<b>273,408.99</b>	<b>0.00</b>	<b>119.24</b>			<b>273,289.75</b>	

## Detailed Income &amp; Expenditure by Budget Heading 11/11/2021

Month No: 8

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>100 Income</b>								
1076 Precept	280,352	271,941	271,941	0			100.0%	
1080 Council Tax Support Grant ENDE	3,883	0	0	0			0.0%	
1090 Grants/Donations Received	5,313	3,666	0	(3,666)			0.0%	
1100 Bank Interest	305	22	385	363			5.8%	
1200 Allotment Inc/ Thornborough Rd	1,085	0	1,040	1,040			0.0%	
1205 Allotment Inc/ Walkers Flats	583	0	583	583			0.0%	
1250 Bowling Green & Pavilion Hire	833	1,000	1,025	25			97.6%	
1300 Whitwick Park Hall Hire	1,326	6,395	2,500	(3,895)			255.8%	
1350 Other Income	10,622	0	1	1			0.0%	
<b>Income :- Income</b>	<b>304,303</b>	<b>283,024</b>	<b>277,475</b>	<b>(5,549)</b>			<b>102.0%</b>	<b>0</b>
<b>Net Income</b>	<b>304,303</b>	<b>283,024</b>	<b>277,475</b>	<b>(5,549)</b>				
<b>200 Salaries</b>								
4000 Office Admin Salaries	44,197	26,759	48,171	21,412		21,412	55.5%	
4001 Office Apprentice	0	0	15,000	15,000		15,000	0.0%	
4010 Park Hall Caretakers	2,751	1,870	6,358	4,488		4,488	29.4%	
4020 Parish Warden	0	0	783	783		783	0.0%	
4040 Employers NI	3,851	2,269	3,994	1,725		1,725	56.8%	
4050 Employers Pension	1,468	862	1,550	688		688	55.6%	
4055 Sickness Contingency/ Holiday	0	0	5,550	5,550		5,550	0.0%	
<b>Salaries :- Indirect Expenditure</b>	<b>52,266</b>	<b>31,759</b>	<b>81,406</b>	<b>49,647</b>	<b>0</b>	<b>49,647</b>	<b>39.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(52,266)</b>	<b>(31,759)</b>	<b>(81,406)</b>	<b>(49,647)</b>				
<b>210 Administration</b>								
4110 Stationery/Postage/Consumables	435	208	600	392		392	34.7%	
4120 Printing	409	277	592	315		315	46.9%	
4130 Bank Charges	118	31	100	69		69	31.4%	
4150 Parish Website	485	240	1,000	760		760	24.0%	
4160 Getmapping (Parish Online)	150	150	159	9		9	94.3%	
4170 Office Equipment	413	1,417	750	(667)		(667)	188.9%	1,417
4180 Software Licences/Support	975	1,045	1,545	500		500	67.6%	
4310 Subscriptions and Memberships	1,282	1,646	1,472	(174)		(174)	111.8%	
4320 Insurance	2,109	1,921	2,260	339		339	85.0%	
4330 Audit	1,210	1,250	1,285	35		35	97.3%	
4335 GDPR	1,050	1,050	1,030	(20)		(20)	101.9%	
4340 Professional Fees	2,575	2,080	7,000	4,920		4,920	29.7%	1,996
4350 Staff Training	220	541	850	310		310	63.6%	
4360 Councillors Training	160	100	850	750		750	11.8%	

## Detailed Income &amp; Expenditure by Budget Heading 11/11/2021

Month No: 8

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4370 Staff Recruitment	0	70	200	130		130	35.0%	
4380 Election Contingency	0	0	3,670	3,670		3,670	0.0%	
4390 General Contingency	3,744	1,273	27,000	25,727		25,727	4.7%	
Administration :- Indirect Expenditure	<u>15,335</u>	<u>13,300</u>	<u>50,363</u>	<u>37,063</u>	<u>0</u>	<u>37,063</u>	<u>26.4%</u>	<u>3,413</u>
Net Expenditure	<u>(15,335)</u>	<u>(13,300)</u>	<u>(50,363)</u>	<u>(37,063)</u>				
6000 plus Transfer from EMR	190	3,413						
Movement to/(from) Gen Reserve	<u>(15,145)</u>	<u>(9,887)</u>						
<u>300 Community Initiatives</u>								
4510 VAS Project	7,500	0	1,500	1,500		1,500	0.0%	
4511 Contingency for VAS compliance	605	0	1,065	1,065		1,065	0.0%	
4520 Salt Bins	1,003	156	1,050	894		894	14.8%	
4525 Benches	1,137	1,240	1,150	(90)		(90)	107.8%	550
4530 Newsletter and Media	1,150	690	1,525	835		835	45.2%	
4540 SUSPENDED Community Events&Com	61	0	0	0		0	0.0%	
4541 Community Lamppost Poppies	60	240	360	120		120	66.7%	
4542 Community Christmas Lighting	0	278	500	223		223	55.5%	278
4550 Community Grant Scheme	1,000	750	2,250	1,500		1,500	33.3%	
Community Initiatives :- Indirect Expenditure	<u>12,515</u>	<u>3,353</u>	<u>9,400</u>	<u>6,047</u>	<u>0</u>	<u>6,047</u>	<u>35.7%</u>	<u>828</u>
Net Expenditure	<u>(12,515)</u>	<u>(3,353)</u>	<u>(9,400)</u>	<u>(6,047)</u>				
6000 plus Transfer from EMR	946	828						
Movement to/(from) Gen Reserve	<u>(11,569)</u>	<u>(2,526)</u>						
<u>350 Community Office Running Costs</u>								
4200 Electricity	948	237	845	608		608	28.0%	
4210 Water Charges	168	90	180	90		90	49.8%	
4220 Business Rates	0	486	0	(486)		(486)	0.0%	
4250 Internet/Phone	557	374	750	376		376	49.9%	
4260 Fire Extinguisher Servicing	10	0	237	237		237	0.0%	
4270 Security Servicing	83	0	285	285		285	0.0%	
4280 PAT Testing	56	40	70	30		30	57.1%	
4460 Repairs and Maintenance	123	162	200	38		38	81.0%	
Community Office Running Costs :- Indirect Expenditure	<u>1,944</u>	<u>1,389</u>	<u>2,567</u>	<u>1,178</u>	<u>0</u>	<u>1,178</u>	<u>54.1%</u>	<u>0</u>
Net Expenditure	<u>(1,944)</u>	<u>(1,389)</u>	<u>(2,567)</u>	<u>(1,178)</u>				
6000 plus Transfer from EMR	50	0						
Movement to/(from) Gen Reserve	<u>(1,894)</u>	<u>(1,389)</u>						

## Detailed Income &amp; Expenditure by Budget Heading 11/11/2021

Month No: 8

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>400 Park Hall Running Costs</b>								
4200 Electricity	822	377	1,087	710		710	34.7%	
4210 Water Charges	477	366	580	214		214	63.0%	
4220 Business Rates	(990)	283	1,221	938		938	23.2%	
4260 Fire Extinguisher Servicing	32	0	164	164		164	0.0%	
4270 Security Servicing	0	0	131	131		131	0.0%	
4280 PAT Testing	43	10	45	35		35	22.2%	
4310 Subscriptions and Memberships	241	70	300	230		230	23.3%	
4410 Waste Collection	0	0	120	120		120	0.0%	
4420 Consumables	25	114	281	167		167	40.6%	
4440 Sewer Pump Servicing	0	0	100	100		100	0.0%	
4450 Boiler Servicing	109	0	212	212		212	0.0%	
4460 Repairs and Maintenance	146	15,049	9,364	(5,685)		(5,685)	160.7%	6,222
4480 Running Costs Contingency	0	0	0	0		0	0.0%	
Park Hall Running Costs :- Indirect Expenditure	<u>906</u>	<u>16,270</u>	<u>13,605</u>	<u>(2,665)</u>	<u>0</u>	<u>(2,665)</u>	<u>119.6%</u>	<u>6,222</u>
<b>Net Expenditure</b>	<b>(906)</b>	<b>(16,270)</b>	<b>(13,605)</b>	<b>2,665</b>				
6000 plus Transfer from EMR	0	6,222						
<b>Movement to/(from) Gen Reserve</b>	<b>(906)</b>	<b>(10,048)</b>						
<b>405 Pavilion and Other Building</b>								
4200 Electricity	1,277	178	1,583	1,405		1,405	11.2%	
4210 Water Charges	1,432	1,097	1,576	479		479	69.6%	
4280 PAT Testing	0	20	0	(20)		(20)	0.0%	
4460 Repairs and Maintenance	378	1,267	1,250	(17)		(17)	101.4%	233
4480 Running Costs Contingency	0	295	0	(295)		(295)	0.0%	61
Pavilion and Other Building :- Indirect Expenditure	<u>3,087</u>	<u>2,856</u>	<u>4,409</u>	<u>1,553</u>	<u>0</u>	<u>1,553</u>	<u>64.8%</u>	<u>294</u>
<b>Net Expenditure</b>	<b>(3,087)</b>	<b>(2,856)</b>	<b>(4,409)</b>	<b>(1,553)</b>				
6000 plus Transfer from EMR	0	294						
<b>Movement to/(from) Gen Reserve</b>	<b>(3,087)</b>	<b>(2,562)</b>						
<b>410 Railway Station Building</b>								
4280 PAT Testing	0	33	0	(33)		(33)	0.0%	
4450 Boiler Servicing	0	0	74	74		74	0.0%	
4460 Repairs and Maintenance	1,485	2,996	1,545	(1,451)		(1,451)	193.9%	2,996
4480 Running Costs Contingency	0	0	1,030	1,030		1,030	0.0%	
4490 Repairs and Renewals Fund	500	1,890	515	(1,375)		(1,375)	367.0%	1,375
Railway Station Building :- Indirect Expenditure	<u>1,985</u>	<u>4,919</u>	<u>3,164</u>	<u>(1,755)</u>	<u>0</u>	<u>(1,755)</u>	<u>155.5%</u>	<u>4,371</u>
<b>Net Expenditure</b>	<b>(1,985)</b>	<b>(4,919)</b>	<b>(3,164)</b>	<b>1,755</b>				
6000 plus Transfer from EMR	0	4,371						
<b>Movement to/(from) Gen Reserve</b>	<b>(1,985)</b>	<b>(548)</b>						

## Detailed Income &amp; Expenditure by Budget Heading 11/11/2021

Month No: 8

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>420 Allotments</b>								
4460 Repairs and Maintenance	0	0	250	250		250	0.0%	
4470 Annual Lease	600	300	600	300		300	50.0%	
4570 Grants Paid Th Road	950	0	950	950		950	0.0%	
4575 Grants Paid W Flats	291	0	300	300		300	0.0%	
Allotments :- Indirect Expenditure	<u>1,841</u>	<u>300</u>	<u>2,100</u>	<u>1,800</u>	<u>0</u>	<u>1,800</u>	<u>14.3%</u>	<u>0</u>
<b>Net Expenditure</b>	<b>(1,841)</b>	<b>(300)</b>	<b>(2,100)</b>	<b>(1,800)</b>				
<b>430 Grounds Maintenance</b>								
4710 Grounds Maintenance	14,903	7,958	11,936	3,978		3,978	66.7%	
4715 Grass Cutting/Strimming	23,406	15,919	21,082	5,163		5,163	75.5%	
4720 Litter Pick/Bin emptying	1,116	976	1,095	119		119	89.1%	
4725 Shrubs/Flower Displays	11,802	12,472	10,248	(2,224)		(2,224)	121.7%	
4730 Park Ranger Service	67,114	36,294	55,892	19,598		19,598	64.9%	
4735 Playground Insp/Maintenance/Sw	5,592	741	6,000	5,259		5,259	12.4%	
4736 Bowling Green	7,213	5,128	5,560	432		432	92.2%	
4737 Other GM Works	5,254	6,103	6,867	764		764	88.9%	4,750
4740 Tree Inspection/Surveys	0	0	5,000	5,000		5,000	0.0%	
4741 Tree Maintenance	275	440	6,000	5,560		5,560	7.3%	
Grounds Maintenance :- Indirect Expenditure	<u>136,674</u>	<u>86,030</u>	<u>129,680</u>	<u>43,650</u>	<u>0</u>	<u>43,650</u>	<u>66.3%</u>	<u>4,750</u>
<b>Net Expenditure</b>	<b>(136,674)</b>	<b>(86,030)</b>	<b>(129,680)</b>	<b>(43,650)</b>				
6000 plus Transfer from EMR	2,900	4,750						
<b>Movement to/(from) Gen Reserve</b>	<b>(133,774)</b>	<b>(81,280)</b>						
<b>450 Repairs and Renewals Fund Land</b>								
4460 Repairs and Maintenance	0	0	2,425	2,425		2,425	0.0%	
4600 Play Equipment	0	25,000	0	(25,000)		(25,000)	0.0%	25,000
Repairs and Renewals Fund Land :- Indirect Expenditure	<u>0</u>	<u>25,000</u>	<u>2,425</u>	<u>(22,575)</u>	<u>0</u>	<u>(22,575)</u>	<u>1030.9%</u>	<u>25,000</u>
<b>Net Expenditure</b>	<b>0</b>	<b>(25,000)</b>	<b>(2,425)</b>	<b>22,575</b>				
6000 plus Transfer from EMR	0	25,000						
<b>Movement to/(from) Gen Reserve</b>	<b>0</b>	<b>0</b>						
<b>460 Projects/ Initiatives</b>								
4610 Open Spaces Signage	304	0	0	0		0	0.0%	
4620 Park Entrance Improvements	0	0	2,450	2,450		2,450	0.0%	
4630 SUSPENDED 01/21New Proj's/Init	2,000	0	0	0		0	0.0%	

## Detailed Income &amp; Expenditure by Budget Heading 11/11/2021

Month No: 8

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4635 Climate Change Action Fund	0	0	3,000	3,000		3,000	0.0%	
4640 Fencing - New and repairs	1,943	0	5,000	5,000		5,000	0.0%	
4650 Projects with Grants/Donations	1,056	126	0	(126)		(126)	0.0%	
Projects/ Initiatives :- Indirect Expenditure	<u>5,303</u>	<u>126</u>	<u>10,450</u>	<u>10,324</u>	<u>0</u>	<u>10,324</u>	<u>1.2%</u>	<u>0</u>
Net Expenditure	<u>(5,303)</u>	<u>(126)</u>	<u>(10,450)</u>	<u>(10,324)</u>				
6000 plus Transfer from EMR	1,753	0						
Movement to/(from) Gen Reserve	<u>(3,550)</u>	<u>(126)</u>						
Grand Totals:- Income	304,303	283,024	277,475	(5,549)			102.0%	
Expenditure	231,857	185,301	309,569	124,268	0	124,268	59.9%	
Net Income over Expenditure	<u>72,446</u>	<u>97,723</u>	<u>(32,094)</u>	<u>(129,817)</u>				
plus Transfer from EMR	5,839	44,877						
Movement to/(from) Gen Reserve	<u>78,285</u>	<u>142,600</u>						

**PARISH MANAGER'S REPORT – 14 November 2021****1) EVENTS ATTENDED (plus forthcoming events)**

Oct 21	Council meeting
Oct 21/22	Parish Manager covering staff holidays
Oct 22	Parish Manager taking half-day TOIL
Oct 25	Parish Manager taking half-day TOIL
Oct 28	Attending virtual LCC Operational Meeting
Oct 29	Parish Manager taking half-day TOIL
Nov 1	Wellbeing Training for Office Staff
Nov 1	Office Fire Extinguisher checks done
Nov 2	PAT Testing taking place
Nov 3	Site meeting with tree surveyor
Nov 3	Site meeting at park - electrician
Nov 4	Property Management General Purposes Committee meeting
Nov 5	Parish Manager taking half-day TOIL
Nov 8	Call out – heating engineers to Park Hall
Nov 8	Environment Working Party meeting (Community Office)
Nov 9	Provisional Staff Committee Zoom update chat
Nov 10	Site meeting – heating engineers
Nov 10	Coffee Connect RCC starts (6 weeks) 10 -11.30 am in Whitwick Park
Nov 10	Closing Date for Deputy Parish Manager vacancy
Nov 10	Parish Manager taking half-day TOIL
Nov 12	Parish Manager taking TOIL
Nov 14	Work in office – Budget creation
Nov 14	Attend Remembrance Service with councillors
Nov 15	Provisional Joint Charter review meeting - NWLDC
Nov 15	Interviews for Deputy Parish Manager vacancy
Nov 17	Coffee Connect RCC 10 -11.30 am in Whitwick Park
Nov 17	Closing Date for Parish Warden vacancy
Nov 18	Council meeting
Nov 22	Provisional test of Christmas tree lights this week
Nov 22	Interviews for Parish Warden vacancy
Nov 24	Coffee Connect RCC 10 -11.30 am in Whitwick Park
Nov 24	Western Power Distribution Employment surgery meeting
Nov 25	Provisional Public Meeting – Severn Trent/Env.Agency invited to Park Hall to discuss Brook issues (awaiting confirmation)
Nov 29	Parish Manager taking TOIL
Nov 30	Technical Summit – IT solutions to manage work (virtual)
Dec 1	Coffee Connect RCC 10 -11.30 am in Whitwick Park
Dec 1	Parish Liaison Meeting – NWLDC
Dec 2	PMGP Committee meeting
Dec 8	Coffee Connect RCC 10 -11.30 am in Whitwick Park
Dec 8	SLCC Branch meeting
Dec 9	Council meeting (one week earlier because of Christmas)

**2) COMMUNICATIONS**

To be updated at the next meeting.



### **3) COMMUNITY OFFICE**

Many topics have taken a great deal of work to try and co-ordinate – addressing the concerns of many residents about the Brook and separating these into the various agency responsibilities: Severn Trent for the sewage discharge, Environment Agency for water quality concerns and water levels of the Brook.

Routine tasks remain difficult to complete, although the VAT claims from April have been submitted and bank reconciliations now up-to-date. Conflicting instructions issued by Adobe since May for the purchase of their software has been extremely frustrating and disgustingly inaccurate. Account was closed, re-opened and a second payment made and then the account closed again. Complaint has not been satisfactorily addressed and a refund promised (and will be accepted). Alternative software is being sought but these difficulties add to the delays and complications of what should be a straightforward task. The miscommunication by BT has also been a frustration that we wanted to avoid, with an engineer in North Street wanting to connect a new line on Monday to a building that he could not identify. I suggested he check with his office as I could not confirm any building we'd be in a position to connect to. The budget plan was created on Remembrance Sunday and the software. Covid risk assessments still need to be reviewed and no work has been undertaken on routine risk assessments at all.

### **4) STAFF MATTERS**

TOIL owing to me after the October council meeting was 110.75 hours and at the end of the month this had reduced to 88 hours. It currently stands at 90.83 hours. I do not claim working hours for attending the annual Remembrance service. An update will be given to members at the next council meeting on the current recruitment process.

### **5) MATTERS PENDING**

The lack of time to update action lists to implement council decisions pre-lockdown and to forward plan for the future continues to be a major concern. Hopefully this will change in the next couple of months, although new staff will require induction, training and support before progress can be made on some matters.

**Members questions are invited and instructions requested.**



Cathy Tibbles, Parish Manager