



This meeting is being held IN PERSON AT PARK HALL

**Restrictions apply on capacity in the building for public seating.
Attendees are requested to wear face masks.**

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)

2 December, 2021

Dear Councillor

I hereby summon you to attend the **Meeting of Whitwick Parish Council** to be held at **7.00pm** on **Thursday, 9 December 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

CONFIRMATION: The Parish Council has arranged a special COUNCIL MEETING attended by representatives of Severn Trent and the Environment Agency. They will both provide information and answer public questions following longstanding concerns by residents about problems in Whitwick with drains, sewage and Grace Dieu Brook.

***SPECIAL MEETING ON THURSDAY 16 DECEMBER
AT 7 PM in Park Hall, in Whitwick Park.***

AGENDA

Prior to the start of this meeting, a brief statement will be read about civility and respect.

2720. APOLOGIES FOR ABSENCE

2721. 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).

2722. MINUTES

To note the minutes of the previous meetings held on 16 September, 14 and 21 October, 18 November 2021 are deferred to the next meeting (as they have not yet been written).

Members' instructions are requested.

2723. 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 13th January 2022 at 11:00am.

2724. PUBLIC QUESTION AND ANSWER SESSION

2725. 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.

2726. THE FUTURE OF HERMITAGE LEISURE CENTRE

Members to receive an update (if further information is available).

Members to note the information or members' instructions are requested.

2727. CONSULTATION

Members to consider the following consultation issued by the County Council:

A 12-week public consultation is taking place from 1 November 2021 to 21 January 2022, seeking feedback on the outcomes, aims and actions within this Plan (see webpage [here](#)). A summary of feedback from the consultation will be shared on the Council's '[You said, we did](#)' page in February 2022 and incorporated into a final version.

"Have your Say on Leicestershire County Council's Strategic Plan 2022-2026 – This sets out our ambitions and priorities for the years ahead. It outlines what we want to achieve and how we intend to do it. It is based

on five strategic outcomes which are aspirational. They outline the end results that we want to see for Leicestershire. The proposed outcomes are:

- **'Clean, green future'**: *The environment is protected and enhanced and we tackle climate change, biodiversity loss and unsustainable resource usage*
- **'Great communities'**: *Leicestershire has thriving, inclusive communities in which people support each other and take responsibility for their local area*
- **'Improving opportunities'**: *All children get the best start for life and have access to a good quality education, and everyone has the opportunities they need to fulfil their potential.*
- **'Strong economy, transport and infrastructure'**: *Leicestershire has a productive, inclusive and sustainable economy and infrastructure meets the demands of a growing population and economy.*
- **'Keeping people safe and well'**: *The people of Leicestershire are safe and protected from harm, and have the opportunities and support they need to take control of their health and wellbeing.*

Each outcome includes specific aims which the Council will focus on achieving over the next four years, with corresponding actions. These set out how we will address key priorities such as creating jobs, improving transport links and digital connectivity, encouraging and promoting healthy lifestyles, celebrating diverse communities, supporting the building of new homes and more.

Have your say on the draft Plan by filling in [the online survey](#). For paper copies of the survey or any other questions, please email policy@leics.gov.uk or call 0116 3050527.

We would also welcome the opportunity during this consultation to present and discuss the draft Plan with any community groups, businesses or partner organisations. If your group or organisation would be interested, please email policy@leics.gov.uk, or call 0116 3050527, to arrange a meeting date."

Members' instructions are requested.

2728. CASUAL VACANCY FOR THE HERMITAGE WARD

Members to receive an update on this vacancy (subject to further information being received by the Parish Manager).

Members to note the information.

2729. CALENDAR OF MEETINGS 2022-2023

Members to consider schedule of meetings for 2022-2023 (see attached information).

Members' instructions are requested.

2730. EVENTS 2022

Members to consider the following requests made to the parish council:

a) The National Day of Reflection on 23 March 2022.

NWLDC have invited the parish council to accept donations of benches and/or trees to be placed in locations in the parish to mark a District wide Covid

Commemoration (information previously circulated). Recommendation from Property Management & General Purposes Committee to apply for 4 benches and 4 flowering cherry trees, with 4 identified locations in each ward.

b) Remembrance Sunday November 2022

Whitwick and Belton branch of the Royal British Legion have asked for co-operative working on future events for the benefit of Whitwick, and decide specifically on the following topics:

- i. whether to exercise its power to make the necessary civic arrangements and road closures to enable a March to take place on Remembrance Sunday 2022, subject to sufficient budgetary provision being made;
- ii. to delegate authority to the Parish Manager to make such decisions as necessary for the council's management of this civic event, subject to sufficient and accurate information being made available promptly by the previous providers;
- iii. to seek clarity on the responsibility of the Royal British Legion and the local church for their roles on Remembrance Sunday, with key contacts for communication being identified, with commitment to attend planning meetings and briefings held by the Parish Manager;
- iv. to identify other aspects that may require further investigation and action;

Members' instructions required.

2731. BUDGET 2022-2023

Members to consider:

- a) Review of Hire charges and Income – no change to charges since 2015/16 (see enclosed document with recommendation from Finance Working Party);
- b) to receive information on the provisional Tax Base for the parish (if information has been notified by NWLDC);
- c) the latest draft budget following discussion and revision at the Finance Working Party held on Thursday 25 November (see attached WP notes and budget plan v2);
- d) to note that further refinements need to be undertaken by the Responsible Finance Officer (RFO) to update year end forecasts and new year allocations based on known factors (with any agreed amendments above); RFO suggests that a special council meeting may be called on Thursday 9 January 2022 to review the next version that will then allow precept calculations to be undertaken;

Members' instructions are requested.

2732. PLANNING MATTERS

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

REF 21/02099/FUL - 218 Thornborough Road - Erection of single storey rear extension (deadline 22 December)

REF 21/02041/FUL - 6 Bridle Road – (amended) Erection of two storey front extension (deadline 14 days from 24/11/21)

AMENDED REF 21/02135/FUL - 76 Cademan Street - Erection of single-storey front and rear extensions and a detached garage room (deadline 13 December)

REF 21/02131/FUL - 53 Rosslyn Road - Erection of a single-storey side/rear extension (deadline 13 December)

REF 21/02020/FUL - 8 Silver Street - Change of use of first floor live in steward's accommodation into office space to be occupied by professional services (deadline 17 December)

Members' instructions are requested.

b) Decisions

NWLDC have now approved the following applications:

REF 21/01697/FUL - 6D Silver Street - Formation of new vehicular access

REF 21/01736/FUL – 28 Hall Lane - Erection of a two-storey rear extension

REF 21/01559/VCU - 368 Church Lane - Variation of condition 2 of planning permission 19/01525/FUL to include the provision of disabled access - no response able to be submitted by Parish Manager

NWLDC have notified that this Application was Withdrawn

REF 21/00737/FUL - 25 Market Place - Conversion of existing public house with function room and apartment into a smaller public house and 6 no. 1 bed apartments including the addition of two dormer windows to the front elevation and dormers (without windows) to the rear and alterations to outbuildings for cycle & bin storage and communal seating areas for residents - no response able to be submitted by Parish Manager

Members to note the information.

2733. PROPERTY MANAGEMENT AND GENERAL PURPOSES COMMITTEE

To note the minutes of the PMGP Committee meetings held on 7 October and 4 November and 2 December 2021 are deferred to the next meeting (as they have not yet been written).

Members to note the information.

2734. 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 – meeting held on Thursday 25 November;
- c) Environment Working Party – meeting not held;
- 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.

2735. DISTRICT COUNCILLORS’ REPORTS – for information only.

2736. COUNTY COUNCILLOR’S REPORT – for information only

2737. PARISH MANAGER’S REPORT AND MATTERS PENDING

The Parish Manager to submit report for the latest period (see attached information). 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.

2738. ACCOUNTS FOR PAYMENT

- a) To note that income of £829.96 has been received in the latest period (cash listing attached);
- b) to consider the following payments of £24,737.03 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 £266,311.71, Unity Deposit a/c £12,214.94 and CCLA Public Sector Deposit Fund £145,000.
- e) to note that the query by HMRC regarding VAT claims and that re-submission is being made for reimbursement to the bank;

Members’ instructions are requested.

2739. 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 on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted under items b and c.

Members’ instructions are required.

2740. STAFFING MATTERS

Members are asked:

- a) following the recent recruitment process, to note the appointments made of two new part-time staff, subject to satisfactory references and probationary periods;
- b) to receive information on a confidential staff matter and begin consideration of the legal and financial implications for the council (report to follow for members only);
- c) to review the staffing budgets that will be required to meet legislative obligations and changing needs;

Members' instructions are requested.

Date of **PUBLIC** meeting regarding Grace Dieu Brook:

Thursday 16 December at 7 pm

Date of next meeting: (possibly) Thursday 13 January 2022 at 7 pm
and Thursday 20 January at 7 pm

NB

These will be confirmed subject to Covid restrictions and budget requirements.

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.



Community Office,
3a Market Place, LE67 5DT
01530 459527



Open:
Wednesdays 1 – 4 pm
Thurs/Fridays 10 am – 1 pm

MEETINGS OF THE PARISH COUNCIL AND COMMITTEES - 2022

I hereby give notice that **Meetings of the Parish Council will be held as set out below in Park Hall at Whitwick Park**, North Street, LE67 5HA . Meetings normally begin at **7.00 pm on THURSDAYS**. In the event of a change, or additional meetings being called details, will be shown on the agenda which are at the Community Office and appear on our website/Facebook page.

Three days before each meeting, the Agenda and supporting papers will be published on the website. Draft Minutes are also published as soon as they are available.

Cathy Tibbles

Cathy Tibbles, Parish Manager

Council meetings

Property Management and General Purposes Committee

13 JANUARY (extra meeting)

6 JANUARY (7.00 pm)

20 JANUARY

17 FEBRUARY

3 FEBRUARY

17 MARCH

3 MARCH

21 APRIL

7 APRIL

12 MAY Annual Parish Meeting

5 MAY

19 MAY Annual Council Meeting

16 JUNE

9 JUNE

21 JULY

7 JULY

15 SEPTEMBER

1 SEPTEMBER

20 OCTOBER

6 OCTOBER

17 NOVEMBER

3 NOVEMBER

8 DECEMBER

1 DECEMBER

Staffing Committee -as necessary

Members of the public are most welcome, so why not come along. See your parish council working for our future – because community matters.



A project to support The National Day of Reflection – 23 March 2022

Districtwide Covid Commemoration – an opportunity for town and parish councils

North West Leicestershire District Council invites the towns and parishes of the district to support The National Day of Reflection on 23 March 2022. It is a day to support the millions of people who have been bereaved during the pandemic, and to reflect on the lives of family, friends, neighbours and colleagues who have died from Covid or other causes, offering a time for people to pause, reflect and support each other.

The National Day of Reflection is organised by Marie Curie (www.mariecurie.org.uk/get-involved/day-of-reflection), with the aim of encouraging organisations and individuals to engage in the day, which looks to reflect on our collective loss, support those who have been bereaved, and hope for a brighter future.

Commemorative benches and tree planting 2022

To support the message of '**hope for a brighter future**' in 2022 the district council is proposing the installation of commemorative benches and trees in towns and parishes across the district, working in partnership with town and parish councils. We are making this opportunity available to all communities across the district and there is no obligation to get involved in the project, though we very much hope that you do choose to take part. Please read on to find out how you can get involved.



The projects

1. Commemorative benches



Product specification

- Adult Outdoor Three Seat Memorial Bench Weatherproof Recycled Plastic Rainbow.
- 20 Year construction guarantee.
- Delivered fully assembled.
- Ideal for any environment.
- A commemorative plaque can be added to the back of the bench.
- Can be manufactured in full colour range.
- Maintenance free, does not rot, corrode or splinter and the colour does not fade in the sun.
- Weight: 49kg.
- Height: 890mm; Width: 630mm; Length: 1560mm

2. Commemorative trees

Flowering Cherry or Laburnum are proposed. These trees flower in March / April and will provide a year-on-year commemoration.



How do you get involved?

The district council is offering the following service to town and parish councils:

- To purchase and install the benches
- To purchase and supply a tree with stake ties and plant on site



The town and parish council will need to:

- Let the district council know if you want to be involved in this initiative by completing the application form (attached) before the deadline of Sunday 9 January 2022*
*If this does not fit with your cycle of meetings, please contact me to discuss this further.
- Provide specific location details for the bench and / or tree, including confirmation that permission is in place for these assets to be installed (especially if they are to be located on land that is not owned by the parish council).
- Confirm that you are willing to own the assets after installation, adding them to your asset register and accepting ownership and ongoing maintenance of the assets in the future

Notes

- a) If you choose to have both, the bench and the tree should be positioned in the same location (should you wish to participate in both projects). This is to ensure that maximum impact for '**hope for a brighter future**' is achieved.
- b) It is strongly recommended that the bench / tree is located on land owned by the town / parish council or district council. Seeking permission from a third party can be difficult to secure and could result in the installation being delayed. We are aiming for all benches and trees to be installed by March 2022 (supply chains and weather permitting).
- c) We understand that larger settlements** may wish to request more than one bench and tree. We welcome these requests however our budget will determine the maximum number of benches and trees available.
**Coalville, Ashby de la Zouch, Castle Donington, Ibstock, Kegworth, Measham and Whitwick
- d) If your parish represents more than one settlement, it is acceptable to request a tree / bench per settlement.
- e) You may wish to add addition elements to your bench and tree area (flowers, bulbs, shrubs, etc.) to further enhance the area; this is encouraged.
- f) You may wish to replace an existing seating area within your town / parish; this is acceptable.

If you have any questions please contact:

Wendy May
Cultural Services Team Manager
wendy.may@nwleicestershire.gov.uk
01530 454769

Review of Hire Charges & Income

Fees and charges from 1 April 2022 to be agreed – No increase from 2015/16 figures.

Description	2019/20 Fee (from 1 April)
Annual Garden Extension Licences (none currently)	£30.00
Annual Licence to use land (none forecast)	£200.00 (or review on application)
Allotments:	
Full plot	£29.00
Half plot (Discount for retired plot holders – 50%) (Note: There are 24 plots at Walkers Flats, some of which are divided into small plots. At Thornborough Road there are 16 large plots and 40 small plots.)	£17.00
Bowling Green:	
Bowls Club season, including over 60's	£1000.00
Individual season ticket (no income ever rec'd)	£44.10
Casual Users encouraged to join Bowls Club	
Hire Charges – Park Hall and Pavilion	
Hourly rate - Casual Hirers (normal minimum 2 hours)	£12.50
Hourly rate – Block Booking customers	£11.00
Railway Station Lease (annual charge to 2025)	£1.00
Tennis Courts:	
Singles Match	Free of charge
Doubles Match	

Finance w/p: Elms A Barber, L Collins, P. Howell, R Woodward, M. Vay et al.

Notes of meeting held on Thurs 25/11/21 at 7 pm in Park Hall

Apds: Elms J Stans, Elms L. Spence.

Item No	Topic being discussed	Judgement made (e.g. true, not true, evidence provided)	Conclusion drawn (e.g. Agreed/Not agreed)	ACTION TO BE TAKEN	BY Target Date
1	Draft budget.	Discussed & amended where suggestions were agreed	Revisions needed	RFO to produce Draft v.2.	2/12/21
2	New receipt form from NWDC (created jointly with LAALC)	Noted	RFO has query on format & formulas (1st column)	RFO to raise query	2/12/21
3	Community Cafe:	Joint working with Meadow Barn view	Potential to be explored	Parish Mgr to update prep when info is ready	03/22
4	Have hire 10% Renewal 4 increases √ 25% one off.	Review needed	Recommendation to be	RFO.	2/12/21
5	GENERAL CONTINGENCY TO BE REAUCATED	Reduction in level of general contingency		RFO to reduce in Draft v2	2/12/21

Signed Elms Name e-tibbles Countersigned Name

Annual Budget - By Centre (Actual YTD Month 9)

Note: Draft Budget v2

	<u>Last Year</u>		<u>Current Year</u>				<u>22/23</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward	
100	<u>Income</u>									
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	3,741	3,700	0	0	0	0
1100	Bank Interest	385	305	385	27	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	1,000	0	0
1300	Whitwick Park Hall Hire	6,000	1,326	2,500	7,125	8,500	0	6,500	0	0
1350	Other Income	1	10,622	1	0	1	0	1	0	0
	Total Income	293,096	304,303	277,475	283,834	286,801	0	9,164	0	0
	Movement to/(from) Gen Reserve	293,096	304,303	277,475	283,834	286,801		9,164		
200	<u>Salaries</u>									
4000	Office Admin Salaries	42,848	44,197	48,171	30,581	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	2,303	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	2,593	3,994	0	0	0	0
4050	Employers Pension	1,419	1,468	1,550	985	1,550	0	0	0	0
4055	Sickness Contingency/ Holiday	533	0	5,550	0	5,550	0	0	0	0
	Overhead Expenditure	54,924	52,266	81,406	36,462	72,490	0	0	0	0
	Movement to/(from) Gen Reserve	(54,924)	(52,266)	(81,406)	(36,462)	(72,490)		0		
210	<u>Administration</u>									

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Annual Budget - By Centre (Actual YTD Month 9)

Note: Draft Budget v2

	<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	334	600	0	618	0	0	
4120 Printing	575	409	592	294	592	0	425	0	0	
4130 Bank Charges	155	118	100	64	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	1,087	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	2,500	0	0	
4350 Staff Training	768	220	850	581	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	100	0	0	
4380 Election Contingency	2,562	0	3,670	0	3,670	0	3,670	0	0	
4390 General Contingency	31,500	3,744	27,000	2,708	27,000	0	5,000	0	0	
	Overhead Expenditure									
		57,081	15,335	50,363	14,992	52,229	0	25,806	0	0
6000	plus Transfer from EMR	0	190	0	3,413	0	0	0	0	
	Movement to/(from) Gen Reserve	(57,081)	(15,145)	(50,363)	(11,579)	(52,229)		(25,806)		
300	Community Initiatives									
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 9)

Note: Draft Budget v2

	<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	805	1,290	0	1,571	0	0
4540 SUSPENDED Community Events&Com	1,500	61	0	0	0	0	3,000	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	1,500	0	0
4543 SUSPENDED Cont'y Christmas Lig	473	0	0	0	0	0	150	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
Overhead Expenditure	22,017	12,515	9,400	3,468	9,135	0	35,921	0	0
6000 plus Transfer from EMR	0	946	0	828	0	0	0	0	0
Movement to/(from) Gen Reserve	(22,017)	(11,569)	(9,400)	(2,641)	(9,135)		(35,921)		
350 Community Office Running Costs									
4200 Electricity	820	948	845	237	845	0	1,200	0	0
4210 Water Charges	191	168	180	154	180	0	185	0	0
4220 Business Rates	0	0	0	567	729	0	900	0	0
4250 Internet/Phone	825	557	750	456	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	180	200	0	206	0	0
Overhead Expenditure	2,916	1,944	2,567	1,634	3,266	0	4,074	0	0

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Annual Budget - By Centre (Actual YTD Month 9)

Note: Draft Budget v2

		<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
	Movement to/(from) Gen Reserve	<u>(2,916)</u>	<u>(1,894)</u>	<u>(2,567)</u>	<u>(1,634)</u>	<u>(3,266)</u>		<u>(4,074)</u>		
400	<u>Park Hall Running Costs</u>									
4200	Electricity	1,055	822	1,087	377	1,087	0	1,400	0	0
4210	Water Charges	680	477	580	420	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	185	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	15,325	19,243	0	5,000	0	0
4480	Running Costs Contingency	0	0	0	0	0	0	2,500	0	0
	Overhead Expenditure	<u>5,454</u>	<u>906</u>	<u>13,605</u>	<u>16,715</u>	<u>23,279</u>	<u>0</u>	<u>11,637</u>	<u>0</u>	<u>0</u>
6000	plus Transfer from EMR	0	0	0	6,222	0	0	0	0	0
	Movement to/(from) Gen Reserve	<u>(5,454)</u>	<u>(906)</u>	<u>(13,605)</u>	<u>(10,493)</u>	<u>(23,279)</u>		<u>(11,637)</u>		
405	<u>Pavilion and Other Building</u>									
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	1,259	1,576	0	1,623	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 9)

Note: Draft Budget v2

		<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	2,500	0	0
	Overhead Expenditure	4,209	3,087	4,409	3,019	5,374	0	7,904	0	0
6000	plus Transfer from EMR	0	0	0	294	0	0	0	0	0
	Movement to/(from) Gen Reserve	(4,209)	(3,087)	(4,409)	(2,725)	(5,374)		(7,904)		
410	<u>Railway Station Building</u>									
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	3,200	0	0
4480	Running Costs Contingency	1,000	0	1,030	0	1,030	0	2,500	0	0
4490	Repairs and Renewals Fund	500	500	515	1,890	2,250	0	0	0	0
	Overhead Expenditure	3,072	1,985	3,164	4,919	7,836	0	5,816	0	0
6000	plus Transfer from EMR	0	0	0	4,371	0	0	0	0	0
	Movement to/(from) Gen Reserve	(3,072)	(1,985)	(3,164)	(548)	(7,836)		(5,816)		
420	<u>Allotments</u>									
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
	Overhead Expenditure	2,050	1,841	2,100	300	2,100	0	2,100	0	0
	Movement to/(from) Gen Reserve	(2,050)	(1,841)	(2,100)	(300)	(2,100)		(2,100)		

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Annual Budget - By Centre (Actual YTD Month 9)

Note: Draft Budget v2

	<u>Last Year</u>		<u>Current Year</u>				<u>22/23</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward	
430	<u>Grounds Maintenance</u>									
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	18,542	21,082	0	21,082	0	0
4720	Litter Pick/Bin emptying	1,095	1,116	1,095	1,069	1,673	0	1,750	0	0
4725	Shrubs/Flower Displays	8,227	11,802	10,248	17,364	12,472	0	13,000	0	0
4730	Park Ranger Service	67,072	67,114	55,892	42,616	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	5,593	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	5,000	0	0
	Overhead Expenditure	143,579	136,674	129,680	100,427	132,572	0	139,220	0	0
6000	plus Transfer from EMR	0	2,900	0	4,750	0	0	0	0	0
	Movement to/(from) Gen Reserve	(143,579)	(133,774)	(129,680)	(95,677)	(132,572)		(139,220)		
450	<u>Repairs and Renewals Fund Land</u>									
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
	Overhead Expenditure	36,750	0	2,425	25,000	27,425	0	17,750	0	0
6000	plus Transfer from EMR	0	0	0	25,000	0	0	0	0	0
	Movement to/(from) Gen Reserve	(36,750)	0	(2,425)	0	(27,425)		(17,750)		
460	<u>Projects/ Initiatives</u>									

Continued on next page

Annual Budget - By Centre (Actual YTD Month 9)

Note: Draft Budget v2

	<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	1,000	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
Overhead Expenditure	13,550	5,303	10,450	126	10,610	0	10,240	0	0
6000 plus Transfer from EMR	0	1,753	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(13,550)	(3,550)	(10,450)	(126)	(10,610)		(10,240)		
Total Budget Income	293,096	304,303	277,475	283,834	286,801	0	9,164	0	0
Expenditure	345,602	231,857	309,569	207,061	346,316	0	260,468	0	0
Net Income over Expenditure	-52,506	72,446	-32,094	76,773	-59,515	0	-251,304	0	0
plus Transfer from EMR	0	5,839	0	44,877	0	0	0	0	0
Movement to/(from) Gen Reserve	(52,506)	78,285	(32,094)	121,651	(59,515)		(251,304)		

PARISH MANAGER'S REPORT – 2 December 2021

1) EVENTS ATTENDED (plus forthcoming events)

Nov 15	Provisional Joint Charter review meeting – NWLDC (postponed to January)
Nov 15	Interviews for Deputy Parish Manager vacancy
Nov 16	Advertisement placed for casual vacancy for a Parish Councillor
Nov 17	Coffee Connect RCC 10 -11.30 am in Whitwick Park
Nov 17	Closing Date for Parish Warden vacancy
Nov18	Council meeting
Nov 22	Provisional test of Christmas tree lights this week
Nov 22	site meeting at Hermitage/Green Lane park for new footpath
Nov 22	Interviews for Parish Warden vacancy
Nov 24	Coffee Connect – run by Parish Council 10 -11.30 am, Whitwick Park
Nov 24	Western Power Distribution Employment surgery meeting (not attended)
Nov 25	Parish Manager unlocked Whitwick Park (emergency cover)
Nov 25	Christmas Lights lit on Parish Flagpole
Nov 25	Site Meeting – Environment Agency to plan removal of flooding risk
Nov 26	Met Cllr Woodward to summarise flooding issues for Severn Trent/EA
Nov 29	Snow caused delay in Park Opening
Nov 29	Community Crisis Team in action (due to Snow/severe weather)
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	Site Meeting – Environment Agency to plan removal of tree on bank
Dec 1	Parish Liaison Meeting – NWLDC (attended remotely)
Dec 2	PMGP Committee meeting
Dec 6	Provisional start date for footpath work outside Park Hall
Dec 8	Coffee Connect RCC 10 -11.30 am in Whitwick Park
Dec 8	SLCC Branch meeting
Dec 9	PCSO & Cadets delivering leaflets on home security (Hermitage Rd)
Dec 9	Council meeting (one week earlier because of Christmas)
Dec 10	LCC Clerks Operational Meeting (attending virtually)
Dec 13	Parish Manager taking TOIL
Dec 14	New Deputy Parish Manager starts work (induction planned)
Dec 15	Coffee Connect RCC 10 – 11.30 am in Whitwick Park
Dec 16	New Parish Warden starts work (induction shared)
Dec 16	Tour of Open Spaces for new staff (Cllr Barker leading)
Dec 16	Public Meeting – Severn Trent/Env.Agency attending to discuss flooding, sewage and Brook issues
Dec 16	WPD Customer Panel meeting
Dec 27/28	Community Office Closed Bank Holiday
Dec 31	Parish Manager taking part day TOIL
Jan 3 2022	Community Office Closed – Bank Holiday
Jan 6	Removal of Flagpole Lights
Jan 6	Property Management & General Purposes Committee meeting
Jan10	Parish Manager to audit councillor usage of emails
Jan 10	Environment Working Party meeting

Jan 12	Provisional Joint Charter review meeting – NWLDC (postponed to January)
Jan 13	Possible Council Meeting (Budget 2022-23)
Jan 20	LCC Clerks Operational Meeting (attending virtually)
Jan 20	Council Meeting

2) COMMUNICATIONS

Since the last council meeting, there were 357 routine emails received (excluding coronavirus issues), with bulletins, publicity, queries and other information, including:

- a) Resident enquiring about tree opposite his home on Hermitage Road – informed that tree survey was underway soon;
- b) request from NWLDC on 3/11/21 asking if casual vacancy had been advertised;
- c) new terms of service and Privacy Policy from Dropbox;
- d) closure of deadline for survey on Highways and Transport services by LCC (return not completed);
- e) new guidance on inspections being made for compliance measures for Covid management;
- f) Small Business guide to health insurance;
- g) CCLA Public Sector Deposit Fund factsheet and performance details;
- h) Consultation Events on Neighbourhood planning;
- i) new winter opening hours on Recycling and Household Waste sites (NWLDC);
- j) WPS Council Guard will be rebranding to James Hallam Council Guard with effect from 15th November 2021;
- k) Report of Findings published on Step-up to Great Mental Health;
- l) Awareness message from IT support on “There are Plenty of “Phish” in the Sea: Don’t Get Caught”;
- m) Thanks received on behalf of St John the Baptist Church for award of a grant of £250 towards the cost of the Christmas tree lights this year;
- n) An event that we did not manage to attend was ‘What Does Accessibility Mean To Me Webinar’ but an online inclusive guide has been produced that may help the working party review the current provision;
- o) confirmation of receipt of the Annual Return to the Charity Commission for the KGV charity
- p) Covid statement on requirement to wear face masks again – suggest this is implemented at council meetings when they are taking place (request to be put on our future agendas);
- q) thanks and appreciation from LCC to the parish council for carrying out regular maintenance on our land, especially those adjacent to pathways etc.
- r) NALC Bulleting PC7-21 Environmental Permitting (England and Wales) Regulations 2016
- s) new business plan submission by Western Power Distribution, with opportunity to attend workshops for enhanced understanding, including social obligations;
- t) HS2 update information from the County Council;

3) COMMUNITY OFFICE

Many topics have taken a great deal of work to try and co-ordinate – collating the concerns of many residents about the Brook and with hours of help from Cllr Woodward to send details to both Severn Trent and the Environment Agency.

Chloe and I both feel relieved to have a new member of staff to work in the Community Office that will in time (we hope) reduce the pressures that we have been working under for so long. A training plan is in place and some shared induction will be taking place, supported by Cllr Barker for the open space tour. Being unable to write the minutes of recent meetings is both a worry and a problem – causing delays to some actions and meaning that transparency is not quite occurring as it should. Hopefully once the budget is set and precept work completed, the minutes will return to being my priority.

4) STAFF MATTERS

TOIL owing to me after the November council meeting was 93.75 hours and at the end of the month this had slightly increased to 97.50 hours. It currently stands at 101 hours. I do not claim working hours for attending the annual Remembrance service. An update will be given to members via a separate report for discussion at the next council meeting on confidential staff matters.

5) MATTERS PENDING

The updating of the action list is something that I hope to work on the new Deputy Parish Manager, as a joint initiative to both provide an insight into the work needing to be undertaken and the recent history of the parish council decisions (before and during lockdown).

Members questions are invited and instructions requested.



Cathy Tibbles, Parish Manager

Receipts for Month 9

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 :		265,148.99					265,148.99	
50	Banked: 20/11/2021	20.00						
50	Hirer	20.00			560		20.00	Deposit for Hall hire 28/11/21
51	Banked: 20/11/2021	45.00						
51	Yoga	45.00			1300	100	45.00	Monday Hire 29/11, 6,13/12
52	Banked: 20/11/2021	50.00						
48	Christmas Trees	50.00			1090	100	50.00	Christmas Tree Donation
53	Banked: 20/11/2021	25.00						
48	Poppies	25.00			1090	100	25.00	Poppies Donation
49	Banked: 23/11/2021	70.00						
49	Limelight Performing Arts	70.00			1300	100	70.00	Hall Hire 4,11th Dec
48	Banked: 01/12/2021	55.00						
48	Hirer	55.00			1300	100	55.00	Hall Hire 30/7/21
54	Banked: 01/12/2021	560.00						
54	Meadow Barn View	560.00			1300	100	560.00	December Hall Hire
55	Banked: 02/12/2021	4.96						
55	CCLA Public Sector Deposit Fun	4.96			1100	100	4.96	Bank Interest
Total Receipts for Month		829.96	0.00	0.00			829.96	
Cashbook Totals		<u>265,978.95</u>	<u>0.00</u>	<u>0.00</u>			<u>265,978.95</u>	

Payments for Month 9

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>
01/12/2021	Water Plus	151	21.55			4210	350	21.55	Office Water - Sept
01/12/2021	Water Plus	152	21.55			4210	350	21.55	Office Water - Oct
01/12/2021	North West Leics District Coun	154	81.00			4220	350	81.00	Office Rates - Dec
01/12/2021	Kiwa Limited	155	1,194.00		199.00	4390	210	995.00	Load Testing Brackets
01/12/2021	Daisy Communications	156	8.34		1.39	4250	350	6.95	Router Delivery
01/12/2021	Flip Connect	157	43.20		7.20	4250	350	36.00	Mobile Phones
01/12/2021	Utility Warehouse	160	47.31		7.88	4250	350	39.43	November Phone & Internet
01/12/2021	Unity Trust Bank	163	33.00			4130	210	33.00	Service Charge
01/12/2021	Hall Hirer	170	20.00			560		20.00	Deposit Refund 29/08/21
05/12/2021	Water Plus	150	216.88			4210	400	54.22	Hall Water - Nov
						4210	405	162.66	Pavilion - Nov
05/12/2021	Water Plus	153	21.55			4210	350	21.55	Office Water - Nov
05/12/2021	Monthly Payroll Costs	TAX 8	4,702.22			4000	200	3,822.68	Office
						4010	200	432.34	Park Hall
						4040	200	324.12	ERs NIC
						4050	200	123.08	ERs Pens
09/12/2021	PPL PRS Ltd	148	138.59		23.10	4310	400	115.49	PPL PRS Licence for Hall
09/12/2021	Leicestershire & Rutland Assoc	149	40.00			4350	210	40.00	VAT Training Course
09/12/2021	Whitwick Electrical	158	268.00			4460	400	268.00	Installation & Work for Cooker
09/12/2021	Ace Copying Equipment	159	20.25		3.38	4120	210	16.87	November Copying
09/12/2021	Hart Office Furniture	161	528.00		88.00	4390	210	440.00	2 Cupboards for Hall
09/12/2021	Community Voice	162	138.00		23.00	4530	300	115.00	November Full Page Insert
09/12/2021	Costco	164	125.66			4110	210	125.66	Stamps
09/12/2021	Timpson	165	21.00		3.50	4460	350	17.50	Key Cutting for New Staff
09/12/2021	Wilko	166	2.50		0.42	4460	400	2.08	Latch for Hall Door
09/12/2021	Ebay	167	5.34			4460	400	5.34	Basin Nuts for Park Hall
09/12/2021	Hall Hirer	171	20.00			560		20.00	Deposit Refund 28/11/21
09/12/2021	Hall Hirer	172	20.00			560		20.00	Deposit Refund 21/11/21
09/12/2021	Hall Hirer	173	20.00			560		20.00	Deposit Refund 14/11/21
09/12/2021	JR Landscaping & Property Main	169	16,928.69		2,532.22	4730	430	6,322.75	Park Ranger
						4715	430	2,623.19	Grass Cutting
						4736	430	465.52	Bowling Green
						4720	430	92.96	Litter Picking
						4725	430	3,156.69	Shrubs/Flower Displays
						4725	430	1,735.36	Shrubs/Flower Displays
31/12/2021	Supreme Systems	168	50.40		8.40	4180	210	42.00	IT Support
Total Payments for Month			24,737.03	0.00	2,897.49			21,839.54	
Balance Carried Fwd			241,241.92						
Cashbook Totals			265,978.95	0.00	2,897.49			263,081.46	

Detailed Income & Expenditure by Budget Heading 02/12/2021

Month No: 9

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
100 Income								
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	3,741	0	(3,741)			0.0%	
1100 Bank Interest	305	27	385	358			7.1%	
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	7,125	2,500	(4,625)			285.0%	
1350 Other Income	10,622	0	1	1			0.0%	
Income :- Income	304,303	283,834	277,475	(6,359)			102.3%	0
Net Income	304,303	283,834	277,475	(6,359)				
200 Salaries								
4000 Office Admin Salaries	44,197	30,581	48,171	17,590		17,590	63.5%	
4001 Office Apprentice	0	0	15,000	15,000		15,000	0.0%	
4010 Park Hall Caretakers	2,751	2,303	6,358	4,055		4,055	36.2%	
4020 Parish Warden	0	0	783	783		783	0.0%	
4040 Employers NI	3,851	2,593	3,994	1,401		1,401	64.9%	
4050 Employers Pension	1,468	985	1,550	565		565	63.5%	
4055 Sickness Contingency/ Holiday	0	0	5,550	5,550		5,550	0.0%	
Salaries :- Indirect Expenditure	52,266	36,462	81,406	44,944	0	44,944	44.8%	0
Net Expenditure	(52,266)	(36,462)	(81,406)	(44,944)				
210 Administration								
4110 Stationery/Postage/Consumables	435	334	600	266		266	55.6%	
4120 Printing	409	294	592	298		298	49.7%	
4130 Bank Charges	118	64	100	36		36	64.3%	
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	1,087	1,545	458		458	70.3%	
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	581	850	270		270	68.3%	

Detailed Income & Expenditure by Budget Heading 02/12/2021

Month No: 9

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
4360 Councillors Training	160	100	850	750		750	11.8%	
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	2,708	27,000	24,292		24,292	10.0%	
Administration :- Indirect Expenditure	15,335	14,992	50,363	35,371	0	35,371	29.8%	3,413
Net Expenditure	(15,335)	(14,992)	(50,363)	(35,371)				
6000 plus Transfer from EMR	190	3,413						
Movement to/(from) Gen Reserve	(15,145)	(11,579)						
300 Community Initiatives								
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	805	1,525	720		720	52.8%	
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	12,515	3,468	9,400	5,932	0	5,932	36.9%	828
Net Expenditure	(12,515)	(3,468)	(9,400)	(5,932)				
6000 plus Transfer from EMR	946	828						
Movement to/(from) Gen Reserve	(11,569)	(2,641)						
350 Community Office Running Costs								
4200 Electricity	948	237	845	608		608	28.0%	
4210 Water Charges	168	154	180	26		26	85.7%	
4220 Business Rates	0	567	0	(567)		(567)	0.0%	
4250 Internet/Phone	557	456	750	294		294	60.9%	
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	180	200	21		21	89.8%	
Community Office Running Costs :- Indirect Expenditure	1,944	1,634	2,567	933	0	933	63.7%	0
Net Expenditure	(1,944)	(1,634)	(2,567)	(933)				
6000 plus Transfer from EMR	50	0						
Movement to/(from) Gen Reserve	(1,894)	(1,634)						

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
400 Park Hall Running Costs								
4200 Electricity	822	377	1,087	710		710	34.7%	
4210 Water Charges	477	420	580	160		160	72.4%	
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	185	300	115		115	61.8%	
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	15,325	9,364	(5,961)		(5,961)	163.7%	6,222
4480 Running Costs Contingency	0	0	0	0		0	0.0%	
Park Hall Running Costs :- Indirect Expenditure	906	16,715	13,605	(3,110)	0	(3,110)	122.9%	6,222
Net Expenditure	(906)	(16,715)	(13,605)	3,110				
6000 plus Transfer from EMR	0	6,222						
Movement to/(from) Gen Reserve	(906)	(10,493)						
405 Pavilion and Other Building								
4200 Electricity	1,277	178	1,583	1,405		1,405	11.2%	
4210 Water Charges	1,432	1,259	1,576	317		317	79.9%	
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	3,087	3,019	4,409	1,390	0	1,390	68.5%	294
Net Expenditure	(3,087)	(3,019)	(4,409)	(1,390)				
6000 plus Transfer from EMR	0	294						
Movement to/(from) Gen Reserve	(3,087)	(2,725)						
410 Railway Station Building								
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	1,985	4,919	3,164	(1,755)	0	(1,755)	155.5%	4,371
Net Expenditure	(1,985)	(4,919)	(3,164)	1,755				
6000 plus Transfer from EMR	0	4,371						
Movement to/(from) Gen Reserve	(1,985)	(548)						

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
420 Allotments								
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	1,841	300	2,100	1,800	0	1,800	14.3%	0
Net Expenditure	(1,841)	(300)	(2,100)	(1,800)				
430 Grounds Maintenance								
4710 Grounds Maintenance	14,903	7,958	11,936	3,978		3,978	66.7%	
4715 Grass Cutting/Strimming	23,406	18,542	21,082	2,540		2,540	88.0%	
4720 Litter Pick/Bin emptying	1,116	1,069	1,095	26		26	97.6%	
4725 Shrubs/Flower Displays	11,802	17,364	10,248	(7,116)		(7,116)	169.4%	
4730 Park Ranger Service	67,114	42,616	55,892	13,276		13,276	76.2%	
4735 Playground Insp/Maintenance/Sw	5,592	741	6,000	5,259		5,259	12.4%	
4736 Bowling Green	7,213	5,593	5,560	(33)		(33)	100.6%	
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	136,674	100,427	129,680	29,253	0	29,253	77.4%	4,750
Net Expenditure	(136,674)	(100,427)	(129,680)	(29,253)				
6000 plus Transfer from EMR	2,900	4,750						
Movement to/(from) Gen Reserve	(133,774)	(95,677)						
450 Repairs and Renewals Fund Land								
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	0	25,000	2,425	(22,575)	0	(22,575)	1030.9%	25,000
Net Expenditure	0	(25,000)	(2,425)	22,575				
6000 plus Transfer from EMR	0	25,000						
Movement to/(from) Gen Reserve	0	0						
460 Projects/ Initiatives								
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%	

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	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4630 SUSPENDED 01/21New Proj's/Init	2,000	0	0	0		0	0.0%	
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	5,303	126	10,450	10,324	0	10,324	1.2%	0
Net Expenditure	(5,303)	(126)	(10,450)	(10,324)				
6000 plus Transfer from EMR	1,753	0						
Movement to/(from) Gen Reserve	(3,550)	(126)						
Grand Totals:- Income	304,303	283,834	277,475	(6,359)			102.3%	
Expenditure	231,857	207,061	309,569	102,508	0	102,508	66.9%	
Net Income over Expenditure	72,446	76,773	(32,094)	(108,867)				
plus Transfer from EMR	5,839	44,877						
Movement to/(from) Gen Reserve	78,285	121,651						