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Town Hall, High Street, Corsham, Wiltshire SN13 0EZ

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16 February 2023

To: All Members of the Finance and Administration Committee: Councillors S Abbott, H Belcher, J Brook, T Ellis, R Hopkinson, M Jackson, D Jarman, S Senior and G Ward.

All other Members of the Council for information.

Dear Councillor

The next meeting of the Finance and Administration Committee will be held on Wednesday 22 February 2023 in the Town Hall at 7.30pm.

Yours sincerely

David J Martin  
CHIEF EXECUTIVE

Press and Public – To observe the meeting online or take part in Agenda Item 2 - Public Question Time and Petitions, please click [here](#) or email [dmartin@corsham.gov.uk](mailto:dmartin@corsham.gov.uk) for instructions.

### AGENDA

1. Apologies.
2. Public Question Time and Petitions.
3. Declarations of Interest.

To receive any Declaration(s) of Interest under Corsham Town Council's Code of Conduct issued in accordance with the Localism Act 2011.

4. Matters Arising from the Minutes of the Finance and Administration Committee Meeting held on 7 December 2022 – *for information only*.
5. Grant Applications (Sixth Round) – The grants scheme for 2022/23 is being publicised and three grant applications have been received plus a request from the Corsham Area Development Trust/Tourist Information Centre for consideration at this meeting. The balance of the grants

budgets for 2022/23 are as follows: Grants General/Section 137 (budget heading 102/1260 and 102/1262) £3,430; Methuen Hall (budget heading 102/1261) £0; Arts Centre (budget heading 102/1265) £2,000; Corsham Youth Zone (budget heading 102/1266) £0 (Paid £8,200 in 2022/23 as per agreement); Peacock Arts Trail (budget heading 102/1267) £750; Corsham Bowls Club £0. There is also an earmarked reserve: Grant Tourism/CADT £1,467 (budget heading EMR 361). This is the balance after £500 was paid to the CADT towards energy costs at the Tourist Information Centre, as agreed at the November meeting.

There is a limit to how much the Council can spend where it has no specific power. This is known as Section 137 expenditure and must be recorded separately in the Town Council's accounts. The limit for 2022/23 is £8.82 per registered elector, which equates to almost £90,000. The Council is highly unlikely to reach this figure in any given year and, overall, spent £3,303 on Section 137 expenditure in 2021/22. Where grant applications are for activities funded through Section 137, they are identified below. The Community Services Committee has a Health and Wellbeing Budget of £15,000 which is also classed as Section 137 expenditure.

Details of the grant applications are as follows:

<b>Awarded 2021/22</b>	<b>Requested 2022/23</b>	<b>Applicant &amp; Purpose</b>
<b>General Grants</b>		
£500	£500	The Last Baguette Theatre Company - To support hire of rehearsal space at Corsham Rugby Club for a family production of a new outdoor family production of Pandora's Box.
£500	£500	Rewired Counselling – Towards a full day mental, physical and emotional health event for over 200 students at The Corsham School, in conjunction with Pound Arts.
<b>Section 137</b>		
£0	£500	Wessex MS therapy Centre – Towards cost of a neuro-physiotherapist for people with MS.

#### **Corsham Area Development Trust (CADT)/Tourist Information Centre Request**

The CADT which operates the Tourist Information Centre in Arnold House, has requested further financial support towards its energy costs. It was awarded £500 in the current financial year, which was met from an earmarked reserve (EMR 361 – Grant Tourism/CADT). Energy costs for ground floor of the property are currently split 50:50 between the CADT and Town Council because part of the ground floor is the mess room for the Council's grounds team. There is £1,467 remaining in the earmarked reserve, part of which could be used towards the CADT's share of the energy costs. The CADT is awaiting confirmation of its next energy bill but it is expected to be in the region of £1,800. The CADT is requesting a further grant/contribution of £800 towards energy costs. Further information will be available at the meeting.

*- for consideration and decision.*

6. Grants Policy (*Minute F&A 06/22*) – Further to the previous meeting, the draft revised grant guidance and application form are *attached*. The Committee is asked to consider transferring the Corsham Youth Zone budget to the Community Services Committee for future years – *for consideration*.
7. Detailed Income and Expenditure Accounts (including the Town Hall) – To consider the financial report – *for review*.
8. Annual Review of Standing Orders, Financial Regulations and Terms of Reference – The annual review has been completed and the only changes proposed are with reference to the increase in the threshold for the requirement to advertise tenders on the Contracts Finder website and Find-a-Tender (the UK e-notification service). From 21 December 2022, the threshold increased from £25,000 to £30,000. This will mean updating Standing Orders 18.1 v. and 18.3, along with Financial Regulations 11.1 b) and 11.1 h).

*Recommendation:* That the Full Council be recommended to update the Town Council's Standing Orders and Financial Regulations to reflect the new thresholds for advertising contracts.

9. Councillor Training Needs Survey – The periodic Councillor Training Needs Survey was completed in January 2023. Nine Councillors expressed interest in training. The Head of Finance and Administration has begun to identify suitable training courses and further in-house training will be provided during the year. Results of the survey are below:

<b>Type of Training</b>	<b>TOTAL</b>
Planning and Development Control	8
Neighbourhood Planning	7
Core Skills for Councillors	6
Legal Requirements: Powers and Duties	6
Employment Training	4
Chairing Skills	3
Code of Conduct	3
Accounts, Audit and Annual Return	2
Finance Overview	2
Other: Environmental Training	1
Other: Offer to Run Disability Awareness Training	1

The Annual Training and Development Report for Staff and Councillors will be considered at the April Committee meeting – *for information and comment*.

#### 10. Exclusion of Press and Public

*Recommendation:* That the press and public be excluded from the meeting for the next item of business in order to consider confidential personal information covered by the Data Protection Act 2018.

11. Staffing Review (*Notes 12 F&A Cttee 20/04/2022 and 11 F&A Cttee 19/10/2022*) – Further to previous meetings, the Chairman and Vice-Chair of the Council and the Chair and Vice-Chair of the Finance and Administration Committee met with the Chief Executive and Head of Finance and Administration on 26 January 2023 to consider a confidential Staffing Review Report. Further information including recommendations will be available at the meeting – *for consideration*.



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## Grant Guidance Notes

These notes should be read in conjunction with the Town Council's Grants Policy (**NEED TO UPDATE** <https://www.corsham.gov.uk/wp-content/uploads/2021/10/MASTER-grants-policy-Apr09-rev1.pdf>).

The aim of Corsham Town Council's Grant Scheme is to promote community activity within the parish. By providing financial support for community organisations working for the benefit of residents, the Town Council's intention is to improve the range of activities and services within Corsham, which will also help to fulfil the aims of the Strategic Plan 2022-26 (see overleaf). **Grants can be awarded to new as well as existing organisations.**

Here are some examples of the types of organisations that will be considered for grants:

Charitable Organisations  
Pre-school Playgroups  
Youth Groups

Sports Clubs  
Arts Groups  
Advice Organisations

Each application will be considered on its merit and grants will not necessarily be available on an annual basis. There is a limited budget each year, and the total amounts requested usually exceed the total funds available. You will need to include accounts or, in the case of a new organisation, a budget. Details of what we need can be found at the end of the application form.

All grants up to a maximum of £750 will be considered by the Town Council's Finance and Administration Committee. Grants over £750 and up to £2,000, which specifically support the Town Council's Community Wellbeing aims and projects for young people, will be considered by the Community Services Committee. For other projects over £750, the Town Council needs to be advised of these by September each year so they can be considered and factored into the budget for the following financial year, starting in April. To discuss this in more detail, please contact David Martin, Chief Executive ([dmartin@corsham.gov.uk](mailto:dmartin@corsham.gov.uk)).

The Finance and Administration Committee meets in February, April, June, August, October and December. The Community Services Committee meets in January, March, May, July, September and November. Please call us for the dates of the next relevant meeting and the deadline for grant applications. Applicants are encouraged to attend the meeting, either in person or online, to answer Councillors' questions.

If you have any queries or require help in completing the application form, please contact:

David Martin, Chief Executive  
or  
Maxine Jones, Head of Finance and Administration

Corsham Town Council, Town Hall, High Street, Corsham, Wiltshire SN13 0EZ  
01249 702130 [towncouncil@corsham.gov.uk](mailto:towncouncil@corsham.gov.uk) [www.corsham.gov.uk](http://www.corsham.gov.uk)

## **Grant Applications and Corsham Town Council's Strategic Plan**

Corsham Town Council's Strategic Plan 2022-26 has a number of themes and actions that could be relevant to local groups and organisations. These include:

### **1. Environment and Climate Change**

- Produce and deliver a Climate Change Action Plan for a more sustainable environment.
- Be on target to achieve net zero carbon emissions by 2030.
- Produce and implement a Biodiversity Action Plan.

### **2. Transport and Highways**

- Develop a new Transport Plan for Corsham to include public transport, highway maintenance and walking and cycling routes.

### **3. Business and the Economy**

- Prioritise the vitality of the town centre, making it more attractive, active and accessible.
- Support local businesses through engagement and advice where needed.
- Grow Corsham as a visitor destination.

### **4. Community Wellbeing**

- Improve the range of youth activities and facilities.
- Support measures to reduce crime and anti-social behaviour.
- Reduce traffic speed to improve road safety.
- Increase support for health and wellbeing initiatives which target those most in need, across all age groups.
- Work to ensure we have the range and quality of community facilities that people want and need.
- Continue to enhance the Arts, events and culture in Corsham through our own projects and working with, and supporting, others.



## Grant Application Form

Name of Organisation: .....

Position Held in the Organisation: .....

Aims and Purpose of the Organisation: .....

.....

.....

What project or activity would the money be used for and how would it benefit Corsham?

.....

.....

.....

How many people or what proportion of the people who would benefit live in the Corsham parish?

.....

Which themes, aims and/or objectives of the Strategic Plan will be met by your project or activity?

.....

.....

.....

What is the total cost of the project or activity? .....

Specifically, how much money are you requesting from the Town Council towards the project or activity? *(The maximum allowed is £750, or up to £2,000 for Community Wellbeing/Youth projects unless prior approval has been given in accordance with the Town Council's Grants Policy.)*

Amount requested £.....

To which Town Council Committee will you be applying?

Finance and Administration Committee (all grants up to £750)

Community Services Committee (Community Wellbeing/Youth projects - £751-£2,000)

Or

Our project is for grant-funding consideration in the budget for the next financial year

If the money requested only forms a part of the overall cost, what would this grant be specifically spent on in the context of the project or activity?

.....  
.....

Is the Organisation: (a) not for profit? Yes  No  (b) a charitable organisation? Yes  No

Has a grant application for this project or activity been made to the Area Board or any other organisation? Yes  No

If Yes, please give details and the result of the application if known:

.....

Have you received a Corsham Town Council grant within the previous two years?

Amount £..... Year.....

**This application must be supported by a Financial Statement showing Income and Expenditure and Balance Sheet for the previous accounting year. For new initiatives or activities a budget forecast will be acceptable. All questions on this form must be completed but you may attach supporting information.**

*Press and Publicity - By receiving and accepting your grant you have made a commitment to using the Town Council's logo when publicising the award. The Town Council may also publicise the grant and organisation which has benefitted.*

Name of Applicant: .....

Position held in the Organisation: .....

Organisation Name: .....

.....

Address: .....

.....

Contact Telephone No: .....

If your grant application is successful please name to whom the cheque should be made payable or the BACS Remittance information (*Bank, Branch, Sort Code and Account Number*):

.....

.....

I enclose:

Financial Statement or Budget Forecast (new activities only)

Completed GDPR Consent to Hold Contact Information Form

Signed ..... Date .....

**For Office Use**

**Date Application Received:**

**Date Acknowledged:**





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### General Data Protection Regulations Consent to hold Contact Information

I agree that I have read and understand Corsham Town Council's Privacy Notice. I agree, by signing below, that the Council may process my personal information for providing information and corresponding with me.

I agree that Corsham Town Council can keep my contact information data for an undisclosed time or until I request its removal.

I have the right to request modification of the information that you keep on record.

I have the right to withdraw my consent and request that my details are removed from your database.

Name	
Date of birth if under 18	
Parental/Guardian Consent for any data processing activity	
Address	
Telephone No.	
Email Address	
Signature	
Date	



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## Privacy Notice

### When you contact us

The information you provide Corsham Town Council will be processed and stored to enable us to contact you and respond to your correspondence, provide information and/or access our facilities and services. Your personal information will not be shared or provided to any other third party, except where you give us your consent to do so.

### The Councils Right to Process Information

General Data Protection Regulations Article 6 (1) (a) (b) and (e)

Processing is with consent of the data subject or

Processing is necessary for compliance with a legal obligation or

Processing is necessary for the performance of a task carried out in the public interest or in the exercise of official authority vested in the controller

### Information Security

Corsham Town Council has a duty to ensure the security of personal data. We make sure that your information is protected from unauthorised access, loss, manipulation, falsification, destruction or unauthorised disclosure. This is done through appropriate technical measures and appropriate policies. Copies of these policies are available on request.

We will only keep your data for the purpose it was collected for and only for as long as is necessary. After which it will be deleted. (You may request the deletion of your data held by Corsham Town Council at any time.)

### Children

We will not process any data relating to a child (under 13) without the express parental/ guardian consent of the child concerned.

### Access to Information

You have the right to request access to the information we have on you. You can do this by contacting our Data Control Officer: David Martin, Chief Executive ([dmartin@corsham.gov.uk](mailto:dmartin@corsham.gov.uk)).

### Information Correction

If you believe that the information we have about you is incorrect, you may contact us so that we can update it and keep your data accurate. Please contact: David Martin, Chief Executive ([dmartin@corsham.gov.uk](mailto:dmartin@corsham.gov.uk)) to request this.

## **Information Deletion**

If you wish Corsham Town Council to delete the information about you please contact: David Martin, Chief Executive ([dmartin@corsham.gov.uk](mailto:dmartin@corsham.gov.uk)) to request this.

## **Right to Object**

If you believe that your data is not being processed for the purpose it has been collected for, you may object. Please contact David Martin, Chief Executive ([dmartin@corsham.gov.uk](mailto:dmartin@corsham.gov.uk)) to do this.

## **Rights Related to Automated Decision Making and Profiling**

Corsham Town Council does not use any form of automated decision making or the profiling of individual personal data.

**Conclusion:** In accordance with the law, we only collect a limited amount of information about you that is necessary for correspondence, information and service provision. We do not use profiling, we do not sell or pass your data to third parties. We do not use your data for purposes other than those specified. We make sure your data is stored securely. We delete all information deemed to be no longer necessary. We constantly review our Privacy Policies to keep it up to date in protecting your data. (You can request a copy of our policies at any time.)

## **Complaints**

If you have a complaint regarding the way your personal data has been processed, you may make a complaint to our Data Protection Officer: [i-west@bathnes.gov.uk](mailto:i-west@bathnes.gov.uk) and the Information Commissioners Office [casewprl@ico.org.uk](mailto:casewprl@ico.org.uk) Tel: 0303 123 1113

**TOWN COUNCIL****Balance of available funds as at 7 February 2023**

	<b>31/01/2022</b>	<b>29/11/2022</b>	<b>07/11/2023</b>
Current Assets	£1,549,968	£1,662,113	£1,498,295
General Reserve	-£185,000	-£250,000	-£250,000
Earmarked Reserves	-£844,593	-£919,499	-£891,404
Coppershell a/c	-£800	-£0	-£0
Unpresented cheques/creditors	-£4,536	-£0	-£0
Sub-total	£515,039	£492,614	-£356,891
Uncleared Assets (cheques)	+£0	+£0	+£0
<b>BALANCE</b>	<b>£515,039</b>	<b>£492,614</b>	<b>-£356,891</b>

In addition to the above, the Town Council holds £100,000 in the CCLA Property Fund. It is not included in the balances as it is classed as an Asset Investment and appears in our Annual Accounts (Notes to the Accounts) as such.

**New notes are in *italics*.**

**Explanation of Variances**

The above table shows a comparison with the figures presented to the December 2022 meeting and the closest period reported last year.

As mentioned previously, the General Reserve Figure has been increased from £185,000 to £250,000 as the lower limit to be retained for unexpected expenditure during the year.

Current assets are lower than this time last year partly due to the increase in the general reserve figure and increase in earmarked reserves. Expenditure is higher than the same period last year due to the number of projects being progressed.

**Detailed Balance Sheet**

The second precept instalment has been received and appears in the report.

The Coppershell Charity Account, which has a balance of £800, no longer appears in the figures. This change was made by the new accountants as the account is for a separate charity. The bank statement for the account will be checked and signed at least annually by the accounts sub-committee.

201 & 206 At a previous Committee meeting it was agreed to transfer up to £1,000,000 from the Santander account to the CCLA Deposit Fund. This transaction has been completed and appears on the balance sheet.

500 *Creditors – The creditors on the detailed balance sheet represent the payments approved at the Council meeting on 13 February 2023.*

## Annual Budget by Committee – Committee Summary

This report shows summaries by Committees and Cost Centres only.

The 'DRAFT 2023/24' column shows the budget proposals for the next financial year.

### Budget Detail by Committee

**Note:** Our new accountants have changed the process for dealing with transfers from reserves. XXX/7000 codes are now used instead of XXX/9960 codes).

Page 1

A/c

- 1182 *INC – WC Loan Refund (PWLB) – Due to an oversight, the current year budget figures for the loans are incorrect as they were uplifted for inflation. The actual year to date and next year figures are correct.*
- 1185 *INC – WC Interest Refund (PWLB) – The current year budget figure is incorrect. The actual year to date and next year figures are correct.*
- 1197 *INC – CCLA Investment Dividend – Income has increased considerably since transferring £1M from Santander to CCLA.*
- 1103 *Telephone/Mobile Phones – The budget has been exceeded due to additional phones for new staff. Next year's budget has been increased.*
- 1110 *Audit – This is an accrual for the 2021/22 external audit. The invoice was approved at the October Council meeting. This no longer appears as an accrual.*
- 1111 *Hire of Town Hall – This will increase due to use of the former Council Chamber as office space, and the return of face to face Committee meetings.*
- 1114 *Training – The budget has been exceeded due to training and development of staff, with over half of the expenditure being health and safety courses. Consideration will need to be given to increasing the training budget in future years.*
- 1121 *IT Support/Services/Website – This includes cabling work for the phone system in the former Council Chamber for office use. Funds for this have been transferred from EMR 357 Strategic Plan (see 101/7000). Correction: this will be covered from savings in the Strategic Plan Revenue budget (101/1164)*

Page 2

A/c

- 1127 *Office Equipment - This is primarily for a new cabinet for the IT comms switch, a laptop and monitors and will be covered from savings in the Strategic Plan Revenue budget (101/1164). It also includes the Meeting Owl to enable hybrid meetings.*

- 1151 *Loan Interest Paid (Sports Hall) – The current year budget figure is incorrect. The actual year to date and next year figures are correct.*
- 1152 *Loan Repayment Principle PWLB (Sports Hall) - The current year budget figure is incorrect. The actual year to date and next year figures are correct.*
- 1169 *Election Costs – From 2025 town and parish councils in Wiltshire will be required to fund their own election costs. There is currently an earmarked reserve of £6,000 which was set up for by-elections (EMR 365 – Elections). A further £4,000 has now been put into the draft 2024/25 budget.*

Page 3  
A/c

- 1260 Grant – General – This includes a grant to the CADT towards the Tourist Information Centre which is being met from earmarked reserves (EMR 361).
- 1262 Grant – Section 137 – This grant was towards the Park Place defibrillator. The budget comes from the balance of Grants General (102/1260). It now includes a grant to St John Ambulance.
- 1266 Grant – Corsham Youth Zone – The Committee has agreed to pay £8,200 in 2022/23 towards CYZ’s staffing costs (Minute 5, F&A meeting 09/02/2022). The first instalment has been paid. The additional costs are being met from Strategic Plan EMR 357 (This will be transferred once the second payment has been processed). The transfer has been completed.
- 7000 Transfer from EMR – see 1260 and 1266 above.

Page 4  
A/c

- 2177 *INC – Recreation and Amenity – The additional income includes a donation of £1,330 from Corsham Gardeners Society towards planting, and a £4,000 contribution from Wiltshire Council towards maintenance of Katherine Park Green which is now leased to the Town Council.*
- 2101 General Maintenance (Inc Play Equipment) – The additional cost is due to repairs to a ramp at Springfield Play Area (£1,984+VAT). Further costs have been incurred for replacement swing parts at two sites, grounds equipment hire and a replacement noticeboard. *Costs now include a memorial bench which will be offset against income due.*
- 2103 Boundary and Tree Maintenance – This is for the cost of tree surgery arising from the triennial tree survey. *It also includes replacing the pontoon and fence at Beechfield Nature Area.*
- 2119 *Public Conveniences – The works include replacing a tap, sink and water heater. There is further work to follow. The additional costs are being met from EMR 362 – Public Conveniences.*

Page 5

A/c

2356 INC – Memorial Bench, Ladbroke Lane Cemetery – This income is from bench donations. The expenditure is within budget heading 203/2302.

2357 INC – Memorial Bench, Lacock Road Cemetery - This income is from bench donations. The expenditure is within budget heading 203/2305.

2358 INC – Memorial Tree, Lacock Road Cemetery - This income is from tree donations. The expenditure is within budget heading 203/2305.

Page 6

A/c

2304 Cemetery Business Rates – Business rates now apply to both Ladbroke Lane and Lacock Road Cemeteries. The budget is overspent but the 2023/24 budget has been adjusted.

2305 Lacock Road Cemetery (R&M) – The extra cost is for supply of a bench. This is offset by income (budget heading 203/2357)

Page 7

A/c

2601 Utilities - Guide Hut – Electricity costs have increased due to charging the electric grounds vehicle.

2705 *Waste Collection – The budget has been exceeded due to additional skips being required to collect increasing amounts of waste.*

2714 Parking Initiatives – A saving of over £15,000 will be made in 2022/23 against the budget as Wiltshire Council has charged VAT on the initiative. We are exploring whether VAT can be reclaimed on last year's expenditure. However, previous invoices for the full cost did not show VAT. This has now been resolved and the net expenditure has decreased.

Page 9

A/c

3151 INC – Health/Wellbeing Initiatives – This income of £7,000 is the 50% contribution from Wiltshire Council towards The Rise Trust youth outreach work.

3105 *Christmas Lights – There is an overspend on the budget due to the need to replace a number of lights and fixings. This can be met from balances.*

Page 10

A/c

3201 Fete/Events – Part of the increased cost is due to the youth sports event at Springfield and the re-arranged street fair. This has been partly met by EMR 322 - Leisure Projects with the remainder to be met from EMR 352 – Fete and Events.

3203 Destination Marketing – Additional costs are primarily for commissioning of a new town map. This will be met from a transfer from EMR 348 – Destination marketing.

3207 Youth Activities – This is primarily for the detached youth work.

7000 Transfer from Reserves – see 3201 above.

Page 11

A/c

6152 CAP – Springfield Improvements – The additional costs are being met from EMR 341 – Springfield Improvements and are for skate park and BMX track work.

6168 CAP – Lacock Road Cemetery – This is the final retention payment for the major capital project. It was previously agreed to meet the remaining project costs from general reserves.

6171 CAP – Transport Schemes – This is mainly for the new bus stop hard standings at Katherine Park and is being met from EMR 344 – Transport and Highways. Now met from EMR 364 – CIL Not Allocated/Miscellaneous.

6172 CAP – Railway Station – This is the Town Council's contribution towards the railway station Strategic Outline Business Case and is being met from EMR 360 – Railway Station.

6175 CAP – Public Art Strategy – Expenditure to date is for work on the Portland Rise Community Arts Project and is met from EMR 340 – S.106 Portland Rise.

7000 Transfer from Reserves – see 6171 and 6172 above.

### **Earmarked Reserves**

See above budget headings 1260, 1266, 3201, 3203, 3205, 6171, 6172 and 6175 for details.

*EMR 364 – CIL (Community Infrastructure Levy) – Not allocated/miscellaneous - The Town Council receives CIL income from new developments. The funds must be used within a specified time period, or they may be reclaimed by developers. The Town Council produces an annual report on its CIL income and expenditure. Due to CIL deadlines for two developments occurring in January 2023, CIL revenue and capital expenditure totalling £38,029.08 has been allocated to projects rather than using general Council funds. The projects where CIL money has been spent in the current financial year are: Lacock Road Cemetery, play area improvements, skate park, fencing, new bus stops and tree works. Earmarked reserves will be adjusted before or as part of the year-end process.*

*There are two further CIL deadlines in 2023 and it is suggested that CIL money be used for planned projects from the Town Council's capital programme.*



## **THE METHUEN HALL TRUST**

- 1182 *Grants Received – This includes an additional grant towards the clock repairs funded from the P&A Capital Budget (Budget heading 601/6165 – Asset Management) Minute P&A 14/22).*
- 1106 Electricity Costs – Increased energy costs will lead to this budget overspending by year end. An energy efficiency study has been commissioned as part of our transition to carbon net zero. This has now exceeded the budget.
- 1127 Repairs and Maintenance – The cost to date is mainly for replacing the automatic doors controllers and ceiling repairs in the main office. This includes refurbishment of the main doors and water system repairs in the gents' toilets. *Further repairs needed during the year include replacing a water heater in the gents' toilets and replacing the intruder alarm keypad which is becoming difficult to set. These costs can be met from Methuen Hall balances.*

David Martin  
CHIEF EXECUTIVE

16 February 2023

## Detailed Balance Sheet - Excluding Stock Movement

Month 11 Date 30/09/2022

DBS

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
<u>Current Assets</u>		
105	VAT	12,193
200	Lloyds Current Account	25,530
201	Santander Bank account	267,244 +
206	CCLA DEPOSIT FUND	1,200,000 +
210	PETTY CASH	300
<b>Total Current Assets</b>		<b>1,505,267</b>
<u>Current Liabilities</u>		
500	CREDITORS	104,031 *
<b>Total Current Liabilities</b>		<b>104,031</b>
<b>Net Current Assets</b>		<b>1,401,236</b>
<b>Total Assets less Current Liabilities</b>		<b>1,401,236</b>

Represented by :-

300	GENERAL PURPOSE FUND	334,164
301	CURRENT YEAR FUND	175,667
302	EMR Play Areas	76,997
317	EMR Corsham Cycle Network	35,545
323	EMR Youth Activities	4,985
329	EMR Creative Corsham	5,402
340	EMR S.106 Cont. Portland Rise	19,760
341	EMR Springfield Improvements	11,542
342	EMR Allotments	23,000
344	EMR Transport & Highways	72,487
345	EMR Public Art Strategy	7,616
346	EMR Health & Wellbeing	14,028
347	EMR Grant Reserve Fund	750
348	EMR Destination Marketing	1,125
353	EMR Environmental Projects	16,010
354	EMR Neighbourhood Plan	2,358
355	EMR Play Equipment Maintenance	444
356	EMR Retail/Town Centre	793
357	EMR Strategic Plan	84,522
358	EMR Parking Initiatives	10,924
359	EMR Grounds Equipment	16,820
360	EMR Railway Station	13,228
361	EMR Grant Tourism/CADT	1,467
362	EMR Public Conveniences	16,586
363	EMR Twinning	1,937
364	EMR CIL - Not allocated/misc	140,542
365	EMR Elections	6,000
366	EMR Devolved Services	173,849
367	EMR Public Realm Improvements	64,972
368	EMR CIL - Public Realm Improve	67,716
<b>Total Equity</b>		<b>1,401,236</b>

\* NEW/UPDATED NOTE  
+ OLD NOTE

**Corsham Town Council Current Year  
Annual Budget - By Committee (Actual YTD Month 11)**

**Note: Report to Finance and Administration Committee on 22 February 2023**

S

	<u>Last Year (2021/22)</u>		<u>Current Year (2022/23)</u>			<u>APPROVED FOR 2023/24</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>Finance &amp; Administration</b>									
<b>101 GENERAL</b>									
	1,074,806	1,057,711	1,140,122	1,138,702	0	0	1,186,543	0	0
<b>Total Income</b>									
<b>Overhead Expenditure</b>	327,279	309,918	333,377	270,055	0	0	364,468	0	0
<b>101 Net Income over Expenditure</b>	747,527	747,793	806,745	868,647	0	0	822,075	0	0
plus Transfer from EMR	0	13,528	0	0	0	0	0	0	0
less Transfer to EMR	0	92,865	0	0	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>747,527</u>	<u>668,456</u>	<u>806,745</u>	<u>868,647</u>	<u>0</u>	<u>0</u>	<u>822,075</u>	<u>0</u>	<u>0</u>
<b>102 GRANTS</b>									
	41,065	80,715	49,315	48,335	0	0	66,215	0	0
<b>Overhead Expenditure</b>	0	15,000	0	5,200	0	0	0	0	0
plus Transfer from EMR	<u>(41,065)</u>	<u>(65,715)</u>	<u>(49,315)</u>	<u>(43,135)</u>	<u>0</u>	<u>0</u>	<u>(66,215)</u>	<u>0</u>	<u>0</u>
<b>Movement to/(from) Gen Reserve</b>									
<b>Finance &amp; Administration - Income</b>	1,074,806	1,057,711	1,140,122	1,138,702	0	0	1,186,543	0	0
<b>Expenditure</b>	368,344	390,633	382,692	318,390	0	0	430,683	0	0
<b>Net Income over Expenditure</b>	<u>706,462</u>	<u>667,078</u>	<u>757,430</u>	<u>820,312</u>	<u>0</u>	<u>0</u>	<u>755,860</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	28,528	0	5,200	0	0	0	0	0
less Transfer to EMR	0	92,865	0	0	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>706,462</u>	<u>602,741</u>	<u>757,430</u>	<u>825,512</u>	<u>0</u>	<u>0</u>	<u>755,860</u>	<u>0</u>	<u>0</u>
<b>Property &amp; Amenities</b>									
<b>201 RECREATION &amp; AMENITY SITES</b>									

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**Corsham Town Council Current Year  
Annual Budget - By Committee (Actual YTD Month 11)**

**Note: Report to Finance and Administration Committee on 22 February 2023**

S

	<u>Last Year (2021/22)</u>		<u>Current Year (2022/23)</u>			<u>APPROVED FOR 2023/24</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>200</b>									
<b>Total Income</b>	5,126	5,524	5,249	8,902	0	0	5,553	0	0
<b>Overhead Expenditure</b>	143,118	111,536	114,913	67,935	0	0	80,455	0	0
<b>201 Net Income over Expenditure</b>	-137,992	-106,012	-109,664	-59,032	0	0	-74,902	0	0
7000 plus Transfer from EMR	0	0	0	8,200	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(137,992)</u>	<u>(106,012)</u>	<u>(109,664)</u>	<u>(50,833)</u>	<u>0</u>	<u>0</u>	<u>(74,902)</u>	<u>0</u>	<u>0</u>
<b>202 ALLOTMENTS</b>									
<b>Total Income</b>	4,900	4,796	4,900	4,784	0	0	4,900	0	0
<b>Overhead Expenditure</b>	2,525	921	2,585	869	0	0	3,500	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>2,375</u>	<u>3,875</u>	<u>2,315</u>	<u>3,915</u>	<u>0</u>	<u>0</u>	<u>1,400</u>	<u>0</u>	<u>0</u>
<b>203 CEMETERY &amp; CHURCHYARDS</b>									
<b>Total Income</b>	23,030	25,820	23,530	29,627	0	0	26,219	0	0
<b>Overhead Expenditure</b>	10,450	12,674	10,750	11,932	0	0	12,850	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>12,580</u>	<u>13,145</u>	<u>12,780</u>	<u>17,695</u>	<u>0</u>	<u>0</u>	<u>13,369</u>	<u>0</u>	<u>0</u>
<b>204 ARNOLD HOUSE</b>									
<b>Total Income</b>	180	0	185	0	0	0	0	0	0
<b>Overhead Expenditure</b>	4,312	8,665	5,040	5,149	0	0	5,023	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(4,132)</u>	<u>(8,665)</u>	<u>(4,855)</u>	<u>(5,149)</u>	<u>0</u>	<u>0</u>	<u>(5,023)</u>	<u>0</u>	<u>0</u>
<b>205 FLATS</b>									
<b>Total Income</b>	13,000	13,175	13,390	11,628	0	0	13,700	0	0

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**Corsham Town Council Current Year  
Annual Budget - By Committee (Actual YTD Month 11)**

**Note: Report to Finance and Administration Committee on 22 February 2023**

S

	<u>Last Year (2021/22)</u>		<u>Current Year (2022/23)</u>			<u>APPROVED FOR 2023/24</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>206</b>									
Overhead Expenditure	2,100	2,867	2,163	2,885	0	0	2,228	0	0
Movement to/(from) Gen Reserve	10,900	10,308	11,227	8,742	0	0	11,472		
<u>GUIDE HUT</u>									
Overhead Expenditure	1,775	1,748	1,775	2,248	0	0	3,330	0	0
Movement to/(from) Gen Reserve	(1,775)	(1,748)	(1,775)	(2,248)	0	0	(3,330)		
<b>207</b>									
<u>PROPERTY &amp; AMENITY GENERAL</u>									
Overhead Expenditure	281,424	301,258	335,555	277,189	0	0	379,988	0	0
plus Transfer from EMR	0	2,056	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(281,424)	(299,202)	(335,555)	(277,189)	0	0	(379,988)		
<b>208</b>									
<u>WORKSHOP</u>									
Overhead Expenditure	0	0	1,500	0	0	0	1,500	0	0
Movement to/(from) Gen Reserve	0	0	(1,500)	0	0	0	(1,500)		
Property & Amenities - Income	46,236	49,315	47,254	54,941	0	0	50,372	0	0
Expenditure	445,704	439,669	474,281	368,205	0	0	488,874	0	0
Net Income over Expenditure	-399,468	-390,354	-427,027	-313,265	0	0	-438,502	0	0
plus Transfer from EMR	0	2,056	0	8,200	0	0	0	0	0
Movement to/(from) Gen Reserve	(399,468)	(388,298)	(427,027)	(305,065)	0	0	(438,502)		

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**Corsham Town Council Current Year  
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**Note: Report to Finance and Administration Committee on 22 February 2023**

	<u>Last Year (2021/22)</u>		<u>Current Year (2022/23)</u>			<u>APPROVED FOR 2023/24</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>Community Services</b>									
<b>301 COMMUNITY SERVICES</b>									
<b>Total Income</b>	0	0	0	7,000	0	0	0	0	0
<b>Overhead Expenditure</b>	136,116	95,195	130,372	117,691	0	0	158,628	0	0
<b>301 Net Income over Expenditure</b>	-136,116	-95,195	-130,372	-110,691	0	0	-158,628	0	0
plus Transfer from EMR	0	2,427	0	0	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(136,116)</u>	<u>(92,767)</u>	<u>(130,372)</u>	<u>(110,691)</u>	<u>0</u>	<u>0</u>	<u>(158,628)</u>	<u>0</u>	<u>0</u>
<b>7000</b>									
<b>302 TOURISM &amp; EVENTS</b>									
<b>Total Income</b>	1,400	1,886	1,400	2,295	0	0	1,700	0	0
<b>Overhead Expenditure</b>	35,778	31,298	36,431	52,739	0	0	42,430	0	0
<b>302 Net Income over Expenditure</b>	-34,378	-29,412	-35,031	-50,444	0	0	-40,730	0	0
plus Transfer from EMR	0	3,112	0	9,974	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(34,378)</u>	<u>(26,300)</u>	<u>(35,031)</u>	<u>(40,471)</u>	<u>0</u>	<u>0</u>	<u>(40,730)</u>	<u>0</u>	<u>0</u>
<b>7000</b>									
<b>Community Services - Income</b>	1,400	1,886	1,400	9,295	0	0	1,700	0	0
<b>Expenditure</b>	171,894	126,493	166,803	170,430	0	0	201,058	0	0
<b>Net Income over Expenditure</b>	<u>-170,494</u>	<u>-124,607</u>	<u>-165,403</u>	<u>-161,135</u>	<u>0</u>	<u>0</u>	<u>-199,358</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	5,540	0	9,974	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(170,494)</u>	<u>(119,067)</u>	<u>(165,403)</u>	<u>(151,162)</u>	<u>0</u>	<u>0</u>	<u>(199,358)</u>	<u>0</u>	<u>0</u>

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Corsham Town Council Current Year  
Annual Budget - By Committee (Actual YTD Month 11)

S

Note: Report to Finance and Administration Committee on 22 February 2023

	<u>Last Year (2021/22)</u>		<u>Current Year (2022/23)</u>			<u>APPROVED FOR 2023/24</u>			
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>Movement to/(from) Gen Reserve</b>	0	(25,186)	0	345,894	0				0



**Corsham Town Council Current Year  
Annual Budget - By Committee (Actual YTD Month 11)**

**Note: Report to Finance and Administration Committee on 22 February 2023**

**D**

	<u>Last Year (2021/22)</u>		<u>Current Year (2022/23)</u>				<u>APPROVED FOR 2023/24</u>				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
<b>Finance &amp; Administration</b>											
<b>101 GENERAL</b>											
1176 INC - PRECEPT	1,030,642	1,030,642	0	0	1,093,192	0	1,093,192	1,093,192	1,130,728	0	0
1181 INC - SALARIES CHARGE TO M/H	5,700	5,330	0	0	5,600	0	5,600	4,687	6,050	0	0
1182 INC - WC LOAN REFUND (PWL B)	14,859	14,859	0	0	15,305	0	15,305	16,285	*	11,017	0
1185 INC - WC INTEREST REFUND(PWL B)	14,005	14,005	0	0	14,425	0	14,425	12,579	*	17,848	0
1196 INC - INTEREST RECEIVED	4,000	-7,079	0	0	8,000	0	8,000	0	4,300	0	0
1197 INC - CCLA INVESTMENT DIVIDEND	4,000	-1,246	0	0	2,000	0	2,000	10,759	*	15,000	0
1199 INC - QTRLY RECHARGE RE PHONE	1,600	1,200	0	0	1,600	0	1,600	1,200	1,600	0	0
<b>Total Income</b>	<b>1,074,806</b>	<b>1,057,711</b>	<b>0</b>	<b>0</b>	<b>1,140,122</b>	<b>0</b>	<b>1,140,122</b>	<b>1,138,702</b>	<b>1,186,543</b>	<b>0</b>	<b>0</b>
1103 TELEPHONE/MOBILE PHONES	6,000	10,441	0	0	6,250	0	6,250	7,048	*	10,000	0
1105 PHOTOCOPIY CHARGES	1,623	873	0	0	1,200	0	1,200	874	1,600	0	0
1106 POSTAGE	2,164	312	0	0	1,200	0	1,200	363	750	0	0
1107 STATIONERY	2,400	1,360	0	0	1,400	0	1,400	1,764	2,500	0	0
1108 PHOTOCOPIER HIRE	400	299	0	0	400	0	400	75	400	0	0
1110 AUDIT	3,800	3,800	0	0	3,914	0	3,914	10	4,000	0	0
1111 HIRE OF TOWN HALL	3,000	3,228	0	0	3,090	0	3,090	4,860	+	4,000	0
1112 INSURANCES	2,100	1,024	0	0	1,200	0	1,200	1,447	+	4,000	0
1114 TRAINING	5,000	4,875	0	0	5,000	0	5,000	6,206	*	5,000	0
1118 ADVERTISING - RECRUITMENT	2,300	784	0	0	600	0	600	0	600	0	0
1121 IT SUPPORT/SERVICES/WEBSITE	6,374	10,095	0	0	7,000	0	7,000	14,675	+	11,000	0
1122 LEGAL & PROFESSIONAL	4,500	4,539	0	0	4,500	0	4,500	4,756	4,500	0	0
1124 ACCOUNTS CONSULTANCY	1,645	1,260	0	0	1,694	0	1,694	968	1,745	0	0

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	<u>Last Year (2021/22)</u>		<u>Current Year (2022/23)</u>				<u>APPROVED FOR 2023/24</u>				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
1125 MISCELLANEOUS EXP (F&A)	1,300	1,086	0	0	1,339	0	1,339	861	1,200	0	0
1126 CARETAKERS CONSUMABLES	200	74	0	0	206	0	206	92	150	0	0
1127 OFFICE EQUIPMENT	3,000	8,662	0	0	3,090	0	3,090	5,987	4,000	0	0
1133 PENSION CONTRIBUTION (F&A)	38,761	38,105	0	0	38,028	0	38,028	32,378	42,066	0	0
1134 PAYE and NI (ees.) (F&A)	38,459	40,182	0	0	44,643	0	44,643	36,418	48,980	0	0
1138 NET PAY (F&A)	114,487	103,525	0	0	116,272	0	116,272	90,459	130,858	0	0
1140 TRAVEL - STAFF (F&A)	900	411	0	0	927	0	927	449	925	0	0
1141 CYCLE TO WORK SCHEME	0	2,500	0	0	0	0	0	0	0	0	0
1145 TRAVEL - MEMBERS	100	0	0	0	103	0	103	62	100	0	0
1147 SUBSCRIPTIONS	2,250	2,330	0	0	2,318	0	2,318	2,425	2,350	0	0
1151 LOAN INTEREST PAID (SP.HALL)	21,007	21,007	0	0	21,637	0	21,637	18,869	16,525	0	0
1152 LOAN REPAY PRINC. PWLB (SP. HA)	22,289	22,289	0	0	22,958	0	22,958	24,428	26,771	0	0
1153 LOAN INTEREST PAID (CEMETERY)	1,260	1,260	0	0	1,298	0	1,298	598	1,085	0	0
1154 LOAN REPAY PRINC. (CEMETERY)	6,160	6,160	0	0	6,345	0	6,345	3,112	6,335	0	0
1164 STRATEGIC PLAN DELIVERY (REV)	10,000	14,275	0	0	15,450	0	15,450	640	10,000	0	0
1165 NEIGHBOURHOOD PLANNING	0	130	0	0	0	0	0	0	0	0	0
1167 S.PLAN - ENVIRONMENTAL PROJEC	20,000	4,821	0	0	20,600	0	20,600	10,016	20,000	0	0
1169 ELECTION COSTS	0	0	0	0	0	0	0	0	0	0	0
1170 CHAIRMAN'S ALLOWANCE	500	0	0	0	515	0	515	0	4,000	0	0
1171 MEMBERS' ALLOWANCES	5,000	0	0	0	0	0	0	0	500	0	0
1172 BANK CHARGES	300	214	0	0	200	0	200	216	0	0	0
<b>Overhead Expenditure</b>	<b>327,279</b>	<b>309,918</b>	<b>0</b>	<b>0</b>	<b>333,377</b>	<b>0</b>	<b>333,377</b>	<b>270,055</b>	<b>364,468</b>	<b>0</b>	<b>0</b>
<b>101 Net Income over Expenditure</b>	<b>747,527</b>	<b>747,793</b>	<b>0</b>	<b>0</b>	<b>806,745</b>	<b>0</b>	<b>806,745</b>	<b>868,647</b>	<b>822,075</b>	<b>0</b>	<b>0</b>
7000 plus Transfer from EMR	0	13,528	0	0	0	0	0	0	0	0	0

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	<u>Last Year (2021/22)</u>		<u>Current Year (2022/23)</u>					<u>APPROVED FOR 2023/24</u>			
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
7001			0	0	0	0	0	0	0	0	0
	less Transfer to EMR	92,865									
	<b>Movement to/(from) Gen Reserve</b>	<b>747,527</b>	<b>668,456</b>				<b>806,745</b>	<b>868,647</b>	<b>822,075</b>		
<b>102</b>	<b>GRANTS</b>										
1260	GRANTS - GENERAL	10,000	7,900	0	0	10,300	0	10,300	10,000	0	0
1261	GRANT - METHUEN HALL	21,815	61,815	0	0	27,765	0	27,765	42,265	0	0
1262	GRANTS - SECTION 137	0	1,000	0	0	0	0	1,000	0	0	0
1265	GRANT - ARTS CENTRE	5,000	5,000	0	0	5,000	0	5,000	5,000	0	0
1266	GRANT - CORSHAM YOUTH ZONE	3,500	3,500	0	0	3,500	0	3,500	8,200	0	0
1267	GRANT - PEACOCK ARTS TRAIL	750	1,500	0	0	750	0	750	750	0	0
1268	GRANT - CORSHAM TOWN BOWLS	0	0	0	0	2,000	0	2,000	0	0	0
7000	<b>Overhead Expenditure</b>	<b>41,065</b>	<b>80,715</b>	<b>0</b>	<b>0</b>	<b>49,315</b>	<b>0</b>	<b>49,315</b>	<b>66,215</b>	<b>0</b>	<b>0</b>
	plus Transfer from EMR	0	15,000	0	0	0	0	5,200	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	<b>(41,065)</b>	<b>(65,715)</b>			<b>(49,315)</b>		<b>(43,135)</b>	<b>(66,215)</b>		
	<b>Finance &amp; Administration - Income</b>	<b>1,074,806</b>	<b>1,057,711</b>	<b>0</b>	<b>0</b>	<b>1,140,122</b>	<b>0</b>	<b>1,138,702</b>	<b>1,186,543</b>	<b>0</b>	<b>0</b>
	<b>Expenditure</b>	<b>368,344</b>	<b>390,633</b>	<b>0</b>	<b>0</b>	<b>382,692</b>	<b>0</b>	<b>318,390</b>	<b>430,683</b>	<b>0</b>	<b>0</b>
	<b>Net Income over Expenditure</b>	<b>706,462</b>	<b>667,078</b>	<b>0</b>	<b>0</b>	<b>757,430</b>	<b>0</b>	<b>820,312</b>	<b>755,860</b>	<b>0</b>	<b>0</b>
	plus Transfer from EMR	0	28,528	0	0	0	0	5,200	0	0	0
	less Transfer to EMR	0	92,865	0	0	0	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	<b>706,462</b>	<b>602,741</b>			<b>757,430</b>		<b>825,512</b>	<b>755,860</b>		
	<b>Property &amp; Amenities</b>										
<b>201</b>	<b>RECREATION &amp; AMENITY SITES</b>										

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	<u>Last Year (2021/22)</u>		<u>Current Year (2022/23)</u>				<u>APPROVED FOR 2023/24</u>					
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward	
2151	INC - CORSHAM IN BLOOM	2,000	2,544	0	0	2,060	0	2,060	2,465	2,300	0	0
2152	INC - MARTINGATE MAINTENANCE	2,084	1,864	0	0	2,147	0	2,147	958	2,211	0	0
2153	INC - WAYLEAVE, THE BATTERS	42	52	0	0	42	0	42	42	42	0	0
2177	INC - RECREATION AND AMENITY	1,000	1,065	0	0	1,000	0	1,000	5,438 *	1,000	0	0
	<b>Total Income</b>	5,126	5,524	0	0	5,249	0	5,249	8,902	5,553	0	0
2101	GEN MAINTENANCE (INCL PLAY EQ	5,000	4,986	0	0	5,150	0	5,150	11,536 *	6,000	0	0
2102	SERVICE DELEGATION/ASSET TRAI	80,000	40,025	0	0	50,000	0	50,000	4,000	17,000	0	0
2103	BOUNDARY & TREE MAINTENANCE	6,300	18,403	0	0	7,000	0	7,000	9,849 *	5,000	0	0
2106	SPRINGFIELD UTILITIES	500	776	0	0	515	0	515	967	800	0	0
2109	STREET FURNITURE	1,000	1,519	0	0	1,000	0	1,000	958	1,000	0	0
2110	INSURANCE - REC & AMENITIES	3,953	3,534	0	0	3,600	0	3,600	3,600	3,600	0	0
2111	GARDENS/PLANTING	1,250	1,252	0	0	1,250	0	1,250	80	1,250	0	0
2112	GROUPS TEAM CONSUMABLES	1,500	925	0	0	1,500	0	1,500	1,009	1,200	0	0
2114	GROUPS MAINT. CONTRACT	22,000	18,654	0	0	22,660	0	22,660	13,991	25,000	0	0
2115	ANNUAL PLAY AREA INSPECTION	600	400	0	0	600	0	600	200	600	0	0
2116	IN BLOOM DISPLAYS/MAINT	5,000	5,985	0	0	5,150	0	5,150	5,304	5,305	0	0
2119	PUBLIC CONVENIENCES	14,000	12,715	0	0	14,420	0	14,420	15,241 *	11,600	0	0
2120	MARTINGATE MAINTENANCE	115	0	0	0	118	0	118	0	100	0	0
2121	THE BATTERS R&M	250	762	0	0	250	0	250	0	250	0	0
2122	BUS SHELTER CLEANING	1,650	1,600	0	0	1,700	0	1,700	1,200	1,750	0	0
	<b>Overhead Expenditure</b>	143,118	111,536	0	0	114,913	0	114,913	67,935	80,455	0	0
	<b>201 Net Income over Expenditure</b>	-137,992	-106,012	0	0	-109,664	0	-109,664	-59,032	-74,902	0	0
7000	plus Transfer from EMR	0	0	0	0	0	0	0	8,200	0	0	0

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**Note: Report to Finance and Administration Committee on 22 February 2023**

	<u>Last Year (2021/22)</u>		<u>Current Year (2022/23)</u>					<u>APPROVED FOR 2023/24</u>			
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
2304 CEMETERY BUSINESS RATES	250	761	0	0	250	0	250	1,896	2,000	0	0
2305 LACOCK ROAD CEMETERY (R&M)	3,000	3,214	0	0	3,090	0	3,090	6,411	3,300	0	0
<b>Overhead Expenditure</b>	10,450	12,674	0	0	10,750	0	10,750	11,932	12,850	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>12,580</u>	<u>13,145</u>			<u>12,780</u>		<u>12,780</u>	<u>17,695</u>	<u>13,369</u>		
<b>204 ARNOLD HOUSE</b>											
2451 INC - ARNOLD HOUSE ROOM HIRE	180	0	0	0	185	0	185	0	0	0	0
<b>Total Income</b>	180	0	0	0	185	0	185	0	0	0	0
2401 MAINTENANCE - ARNOLD HOUSE	2,272	6,796	0	0	3,000	0	3,000	3,126	3,000	0	0
2402 NNDR - ARNOLD HOUSE	940	923	0	0	940	0	940	923	923	0	0
2403 INSURANCE - ARNOLD HOUSE	1,100	945	0	0	1,100	0	1,100	1,100	1,100	0	0
<b>Overhead Expenditure</b>	4,312	8,665	0	0	5,040	0	5,040	5,149	5,023	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(4,132)</u>	<u>(8,665)</u>			<u>(4,855)</u>		<u>(4,855)</u>	<u>(5,149)</u>	<u>(5,023)</u>		
<b>205 FLATS</b>											
2551 INC - ARNOLD HOUSE FLATS	13,000	13,175	0	0	13,390	0	13,390	11,628	13,700	0	0
<b>Total Income</b>	13,000	13,175	0	0	13,390	0	13,390	11,628	13,700	0	0
2501 REPAIRS & MAINT - A/H FLATS	2,100	2,867	0	0	2,163	0	2,163	2,885	2,228	0	0
<b>Overhead Expenditure</b>	2,100	2,867	0	0	2,163	0	2,163	2,885	2,228	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>10,900</u>	<u>10,308</u>			<u>11,227</u>		<u>11,227</u>	<u>8,742</u>	<u>11,472</u>		
<b>206 GUIDE HUT</b>											

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Note: Report to Finance and Administration Committee on 22 February 2023

	Last Year (2021/22)		Current Year (2022/23)					APPROVED FOR 2023/24			
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
2601 UTILITIES - GUIDE HUT	325	514	0	0	325	0	325	663	1,880	0	0
2602 INSURANCE - GUIDE HUT	450	378	0	0	450	0	450	450	450	0	0
2603 REPAIRS & MAINT - GUIDE HUT	1,000	855	0	0	1,000	0	1,000	1,135	1,000	0	0
<b>Overhead Expenditure</b>	<b>1,775</b>	<b>1,748</b>	<b>0</b>	<b>0</b>	<b>1,775</b>	<b>0</b>	<b>1,775</b>	<b>2,248</b>	<b>3,330</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(1,775)</b>	<b>(1,748)</b>					<b>(1,775)</b>	<b>(2,248)</b>	<b>(3,330)</b>		
<b>207 PROPERTY &amp; AMENITY GENERAL</b>											
2701 HEALTH & SAFETY	4,500	3,096	0	0	4,635	0	4,635	2,235	4,500	0	0
2702 UNIFORM/PROTECTIVE CLOTHING	1,167	1,098	0	0	1,202	0	1,202	1,160	1,238	0	0
2703 EQUIPMENT/TOOLS	900	582	0	0	927	0	927	409	955	0	0
2704 VAN RUNNING COSTS	4,594	7,797	0	0	4,732	0	4,732	4,213	5,000	0	0
2705 WASTE COLLECTION	4,750	5,158	0	0	4,893	0	4,893	5,618	5,100	0	0
2706 CCTV RUNNING COSTS	1,600	35	0	0	1,648	0	1,648	1,139	4,597	0	0
2707 EQUIPMENT SERVICING	780	121	0	0	803	0	803	401	827	0	0
2708 MISCELLANEOUS EXP (P&A)	500	312	0	0	515	0	515	142	530	0	0
2710 PENSION CONTRIBUTION (P&A)	32,632	36,192	0	0	40,797	0	40,797	35,155	51,004	0	0
2711 PAYE and NI (ees) (P&A)	30,507	34,045	0	0	40,977	0	40,977	38,716	51,216	0	0
2712 NET PAY (P&A)	103,894	114,463	0	0	138,808	0	138,808	117,329	174,384	0	0
2713 TRAVEL - STAFF (P&A)	600	583	0	0	618	0	618	292	637	0	0
2714 PARKING INITIATIVES	95,000	97,775	0	0	95,000	0	95,000	70,381	80,000	0	0
<b>Overhead Expenditure</b>	<b>281,424</b>	<b>301,258</b>	<b>0</b>	<b>0</b>	<b>335,555</b>	<b>0</b>	<b>335,555</b>	<b>277,189</b>	<b>379,988</b>	<b>0</b>	<b>0</b>
<b>plus Transfer from EMR</b>	<b>0</b>	<b>2,056</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(281,424)</b>	<b>(299,202)</b>			<b>(335,555)</b>		<b>(335,555)</b>	<b>(277,189)</b>	<b>(379,988)</b>		

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**Note: Report to Finance and Administration Committee on 22 February 2023**

	<u>Last Year (2021/22)</u>		<u>Current Year (2022/23)</u>				<u>APPROVED FOR 2023/24</u>				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
<b>208 WORKSHOP</b>											
2801 UTILITIES - WORKSHOP	0	0	0	0	1,000	0	1,000	0	1,000	0	0
2802 INSURANCE - WORKSHOP	0	0	0	0	250	0	250	0	250	0	0
2803 REPAIRS & MAINT - WORKSHOP	0	0	0	0	250	0	250	0	250	0	0
<b>Overhead Expenditure</b>	0	0	0	0	1,500	0	1,500	0	1,500	0	0
<b>Movement to/(from) Gen Reserve</b>	0	0			(1,500)		(1,500)	0	(1,500)		
<b>Property &amp; Amenities - Income</b>	-46,236	49,315	0	0	47,254	0	47,254	54,941	50,372	0	0
<b>Expenditure</b>	445,704	439,669	0	0	474,281	0	474,281	368,205	488,874	0	0
<b>Net Income over Expenditure</b>	-399,468	-390,354	0	0	-427,027	0	-427,027	-313,265	-438,502	0	0
plus Transfer from EMR	0	2,056	0	0	0	0	0	8,200	0	0	0
<b>Movement to/(from) Gen Reserve</b>	(399,468)	(388,298)			(427,027)		(427,027)	(305,065)	(438,502)		



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Note: Report to Finance and Administration Committee on 22 February 2023

	Last Year (2021/22)		Current Year (2022/23)				APPROVED FOR 2023/24				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
<b>Community Services</b>											
<b>301 COMMUNITY SERVICES</b>											
3151 INC - HEALTHWELLBEING INIT.	0	0	0	0	0	0	0	7,000	0	0	0
<b>Total Income</b>	0	0	0	0	0	0	0	7,000	0	0	0
3101 TWINNING COSTS	750	0	0	0	500	0	500	116	0	0	0
3102 NEWSLETTER	7,800	7,328	0	0	8,000	0	8,000	3,384	7,000	0	0
3103 INSURANCE - COMM SERVICES	275	275	0	0	275	0	275	275	275	0	0
3104 MISCELLANEOUS EXP (CS)	700	471	0	0	700	0	700	139	500	0	0
3105 CHRISTMAS LIGHTS	5,600	6,786	0	0	5,768	0	5,768	9,682	6,000	0	0
3106 RETAIL/TOWN CENTRE	2,500	4,927	0	0	2,500	0	2,500	2,202	2,500	0	0
3107 CREATIVE CORSHAM	5,300	1,860	0	0	5,300	0	5,300	3,758	5,300	0	0
3108 HEALTHWELLBEING INIT. (s.137)	10,000	2,461	0	0	15,000	0	15,000	8,693	12,000	0	0
3109 MUSIC THERAPY	0	0	0	0	0	0	0	0	2,948	0	0
3110 PENSION CONTRIBUTION (CS)	20,184	14,395	0	0	17,330	0	17,330	16,964	22,818	0	0
3111 PAYE and NI (ees) (CS)	18,602	12,221	0	0	13,741	0	13,741	15,604	21,107	0	0
3112 NET PAY (CS)	64,005	44,373	0	0	60,858	0	60,858	56,470	77,780	0	0
3113 TRAVEL - STAFF (CS)	400	97	0	0	400	0	400	405	400	0	0
<b>Overhead Expenditure</b>	136,116	95,195	0	0	130,372	0	130,372	117,691	158,628	0	0
<b>301 Net Income over Expenditure</b>	-136,116	-95,195	0	0	-130,372	0	-130,372	-110,691	-158,628	0	0
7000 plus Transfer from EMR	0	2,427	0	0	0	0	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<b>(136,116)</b>	<b>(92,767)</b>			<b>(130,372)</b>		<b>(130,372)</b>	<b>(110,691)</b>	<b>(158,628)</b>		
<b>302 TOURISM &amp; EVENTS</b>											

**Corsham Town Council Current Year  
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**Note: Report to Finance and Administration Committee on 22 February 2023**

	<u>Last Year (2021/22)</u>		<u>Current Year (2022/23)</u>				<u>APPROVED FOR 2023/24</u>					
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward	
3250	INC - COMMUNITY EVENTS INCOME	1,000	1,126	0	0	1,000	0	1,000	1,415	1,100	0	0
3251	INC - CHRISTMAS LIGHTS INCOME	400	760	0	0	400	0	400	880	600	0	0
	<b>Total Income</b>	<b>1,400</b>	<b>1,886</b>	<b>0</b>	<b>0</b>	<b>1,400</b>	<b>0</b>	<b>1,400</b>	<b>2,295</b>	<b>1,700</b>	<b>0</b>	<b>0</b>
3201	FETE/EVENTS	11,000	7,149	0	0	11,330	0	11,330	19,125	11,330	0	0
3203	DESTINATION MARKETING	10,000	11,335	0	0	10,300	0	10,300	15,399	10,300	0	0
3204	IN BLOOM EVENTS/ACTIVITIES	400	339	0	0	412	0	412	293	400	0	0
3205	ADVERTISING/PUBLISHING	378	348	0	0	389	0	389	133	400	0	0
3206	STORYTOWN EVENTS/ACTIVITIES	4,000	7,112	0	0	4,000	0	4,000	2,775	4,000	0	0
3207	YOUTH ACTIVITIES	10,000	5,015	0	0	10,000	0	10,000	15,015	16,000	0	0
	<b>Overhead Expenditure</b>	<b>35,778</b>	<b>31,298</b>	<b>0</b>	<b>0</b>	<b>36,431</b>	<b>0</b>	<b>36,431</b>	<b>52,739</b>	<b>42,430</b>	<b>0</b>	<b>0</b>
	<b>302 Net Income over Expenditure</b>	<b>-34,378</b>	<b>-29,412</b>	<b>0</b>	<b>0</b>	<b>-35,031</b>	<b>0</b>	<b>-35,031</b>	<b>-50,444</b>	<b>-40,730</b>	<b>0</b>	<b>0</b>
7000	plus Transfer from EMR	0	3,112	0	0	0	0	0	9,974	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	<b>(34,378)</b>	<b>(26,300)</b>			<b>(35,031)</b>		<b>(35,031)</b>	<b>(40,471)</b>	<b>(40,730)</b>		
	<b>Community Services - Income</b>	<b>1,400</b>	<b>1,886</b>	<b>0</b>	<b>0</b>	<b>1,400</b>	<b>0</b>	<b>1,400</b>	<b>9,295</b>	<b>1,700</b>	<b>0</b>	<b>0</b>
	<b>Expenditure</b>	<b>171,894</b>	<b>126,493</b>	<b>0</b>	<b>0</b>	<b>166,803</b>	<b>0</b>	<b>166,803</b>	<b>170,430</b>	<b>201,058</b>	<b>0</b>	<b>0</b>
	<b>Net Income over Expenditure</b>	<b>-170,494</b>	<b>-124,607</b>	<b>0</b>	<b>0</b>	<b>-165,403</b>	<b>0</b>	<b>-165,403</b>	<b>-161,135</b>	<b>-199,358</b>	<b>0</b>	<b>0</b>
	plus Transfer from EMR	0	5,540	0	0	0	0	0	9,974	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	<b>(170,494)</b>	<b>(119,067)</b>			<b>(165,403)</b>		<b>(165,403)</b>	<b>(151,162)</b>	<b>(199,358)</b>		

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Note: Report to Finance and Administration Committee on 22 February 2023

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	Last Year (2021/22)			Current Year (2022/23)				APPROVED FOR 2023/24			
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
<b>Capital Projects</b>											
<b>601 CAPITAL</b>											
6203 CAP - INC - CIL CONTRIBUTIONS	50,000	54,351	0	0	40,000	0	40,000	1,465	40,000	0	0
6204 CAP - INC - S.106 CONTRIBUTION	0	969	0	0	0	0	0	0	0	0	0
<b>Total Income</b>	<b>50,000</b>	<b>55,320</b>	<b>0</b>	<b>0</b>	<b>40,000</b>	<b>0</b>	<b>40,000</b>	<b>1,465</b>	<b>40,000</b>	<b>0</b>	<b>0</b>
6152 CAP - SPRINGFIELD IMPR (P&A)	10,000	4,314	0	0	5,000	0	5,000	6,892	5,000	0	0
6153 CAP - PLAY AREAS (P&A)	20,000	34,080	0	0	20,000	0	20,000	7,290	10,000	0	0
6162 CAP - GRND MAINT EQUIP (P&A)	6,500	0	0	0	5,000	0	5,000	0	5,000	0	0
6164 CAP - BLDG CONTINGENCY (P&A)	5,000	0	0	0	5,000	0	5,000	5,000	10,000	0	0
6165 CAP - ASSET MANAGEMENT (P&A)	10,000	460	0	0	10,000	0	10,000	5,519	10,000	0	0
6167 CAP - NEW WORKSHOP (P&A)	10,000	17,930	0	0	20,000	0	20,000	5,220	20,000	0	0
6168 CAP - LACOCK RD CEMETERY (P&A)	0	41,044	0	0	0	0	0	10,641	0	0	0
6169 CAP - PUBLIC REALM IMPR. (P&A)	70,000	47,087	0	0	70,000	0	70,000	0	58,000	0	0
6171 CAP - TRANSPORT SCHEMES (P&A)	10,000	2,409	0	0	5,000	0	5,000	10,649	5,000	0	0
6172 CAP - RAILWAY STATION (P&A)	0	0	0	0	0	0	0	15,000	0	0	0
6173 CAP - CYCLE NETWORK (P&A)	25,000	14,455	0	0	25,000	0	25,000	2,500	15,000	0	0
6174 CAP - STRATEGIC PLAN DELIVERY	10,000	9,250	0	0	30,000	0	30,000	0	10,000	0	0
6175 CAP - PUBLIC ART STRATEGY (CS)	10,000	6,211	0	0	10,000	0	10,000	7,225	10,000	0	0
<b>Overhead Expenditure</b>	<b>186,500</b>	<b>177,239</b>	<b>0</b>	<b>0</b>	<b>205,000</b>	<b>0</b>	<b>205,000</b>	<b>75,935</b>	<b>158,000</b>	<b>0</b>	<b>0</b>
<b>601 Net Income over Expenditure</b>	<b>-136,500</b>	<b>-121,919</b>	<b>0</b>	<b>0</b>	<b>-165,000</b>	<b>0</b>	<b>-165,000</b>	<b>-74,470</b>	<b>-118,000</b>	<b>0</b>	<b>0</b>
7000 plus Transfer from EMR	0	55,708	0	0	0	0	0	51,079	0	0	0
7001 less Transfer to EMR	0	54,351	0	0	0	0	0	0	0	0	0

Annual Budget - By Committee (Actual YTD Month 11)



Note: Report to Finance and Administration Committee on 22 February 2023

	<u>Last Year (2021/22)</u>		<u>Current Year (2022/23)</u>				<u>APPROVED FOR 2023/24</u>				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
<b>Movement to/(from) Gen Reserve</b>	(136,500)	(120,562)			(165,000)		(165,000)	(23,391)	(118,000)		
<b>Capital Projects - Income</b>	50,000	55,320	0	0	40,000	0	40,000	1,465	40,000	0	0
<b>Expenditure</b>	186,500	177,239	0	0	205,000	0	205,000	75,935	158,000	0	0
<b>Net Income over Expenditure</b>	-136,500	-121,919	0	0	-165,000	0	-165,000	-74,470	-118,000	0	0
plus Transfer from EMR	0	55,708	0	0	0	0	0	51,079	0	0	0
less Transfer to EMR	0	54,351	0	0	0	0	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	(136,500)	(120,562)			(165,000)		(165,000)	(23,391)	(118,000)		
<b>Total Budget Income</b>	1,172,442	1,164,232	0	0	1,228,776	0	1,228,776	1,204,403	1,278,615	0	0
<b>Expenditure</b>	1,172,442	1,134,034	0	0	1,228,776	0	1,228,776	932,961	1,278,615	0	0
<b>Net Income over Expenditure</b>	0	30,198	0	0	0	0	0	271,442	0	0	0
plus Transfer from EMR	0	91,832	0	0	0	0	0	74,453	0	0	0
less Transfer to EMR	0	147,216	0	0	0	0	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	0	(25,186)			0		0	345,894	0		

## Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
302 EMR Play Areas	76,997.12		76,997.12
304 Coppershell Charity Reserve	0.00		0.00
317 EMR Corsham Cycle Network	35,545.00		35,545.00
322 EMR Leisure Projects	1,036.71 +	-1,036.71	0.00
323 EMR Youth Activities	4,985.00		4,985.00
329 EMR Creative Corsham	5,402.00		5,402.00
335 EMR New Cemetery	0.00		0.00
340 EMR S.106 Cont. Portland Rise	26,010.05 +	-6,250.00	19,760.05
341 EMR Springfield Improvements	11,542.00		11,542.00
342 EMR Allotments	23,000.00		23,000.00
343 EMR Property/Building/Grounds	0.00		0.00
344 EMR Transport & Highways	72,487.00 *	0.00	72,487.00
345 EMR Public Art Strategy	7,616.31		7,616.31
346 EMR Health & Wellbeing	14,028.00		14,028.00
347 EMR Grant Reserve Fund	750.00		750.00
348 EMR Destination Marketing	3,775.18 +	-2,650.18	1,125.00
351 EMR Grant - Corsham RFC	0.00		0.00
352 EMR Fete & Events	6,286.77 +	-6,286.77	0.00
353 EMR Environmental Projects	16,010.08		16,010.08
354 EMR Neighbourhood Plan	2,357.87		2,357.87
355 EMR Play Equipment Maintenance	444.44		444.44
356 EMR Retail/Town Centre	792.56		792.56
357 EMR Strategic Plan	89,221.71 +	-4,700.00	84,521.71
358 EMR Parking Initiatives	10,923.56		10,923.56
359 EMR Grounds Equipment	16,820.00		16,820.00
360 EMR Railway Station	28,228.00 +	-15,000.00	13,228.00
361 EMR Grant Tourism/CADT	1,967.00 +	-500.00	1,467.00
362 EMR Public Conveniences	16,585.74		16,585.74
363 EMR Twinning	1,937.00		1,937.00
364 EMR CIL - Not allocated/misc	178,570.96 *	-38,029.08	140,541.88
365 EMR Elections	6,000.00		6,000.00
366 EMR Devolved Services	173,849.00		173,849.00
367 EMR Public Realm Improvements	64,972.19		64,972.19
368 EMR CIL - Public Realm Improve	67,715.97		67,715.97
369 EMR CIL - New Cemetery	0.00		0.00
	<b>965,857.22</b>	<b>-74,452.74</b>	<b>891,404.48</b>

## Detailed Balance Sheet - Excluding Stock Movement

Month 11 Date 15/02/2023

DBS

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
	<i>Current Assets</i>		
105	VAT DUE	406	
200	BANK CURRENT A/C	11,666	
	<b>Total Current Assets</b>		<b>12,072</b>
	<i>Represented by :-</i>		
301	CURRENT YEAR FUND	5,831	
310	GENERAL FUND	6,241	
	<b>Total Equity</b>		<b>12,072</b>



The Methuen Hall Trust

Annual Budget - By Committee (Actual YTD Month 11)

Note: Report to Finance and Administration Committee on 22 February 2023

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	<u>Last Year (2021/22)</u>		<u>Current Year (2022/23)</u>				<u>APPROVED FOR 2023/24</u>				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
<b>The Methuen Hall Trust</b>											
<b>101 GENERAL</b>											
1180 INCOME - LETTINGS	10,000	6,923	0	0	8,000	0	8,000	11,489	12,000	0	0
1282 GRANTS RECEIVED	21,815	61,815	0	0	27,765	0	27,765	32,234 *	42,265	0	0
<b>Total Income</b>	<b>31,815</b>	<b>68,738</b>	<b>0</b>	<b>0</b>	<b>35,765</b>	<b>0</b>	<b>35,765</b>	<b>43,722</b>	<b>54,265</b>	<b>0</b>	<b>0</b>
1102 OPEN CLOSE	850	215	0	0	800	0	800	500	800	0	0
1103 CLEANING	4,180	5,070	0	0	4,200	0	4,200	4,186	4,200	0	0
1105 BUSINESS RATES	2,000	490	0	0	2,000	0	2,000	960	2,050	0	0
1106 ELECTRICITY	2,900	3,052	0	0	3,000	0	3,000	4,858 +	13,489	0	0
1107 GAS	2,500	2,156	0	0	2,500	0	2,500	2,924	9,071	0	0
1108 WATER CHARGES	710	401	0	0	750	0	750	955	780	0	0
1112 INSURANCE	2,850	2,500	0	0	2,500	0	2,500	2,500	2,550	0	0
1115 AUDIT & ACCOUNTANCY	165	0	0	0	155	0	155	150	200	0	0
1118 ADVERTISING	1,000	592	0	0	750	0	750	443	600	0	0
1119 TOWN HALL IMPROVEMENTS	4,000	4,482	0	0	6,000	0	6,000	5,194	7,000	0	0
1120 HEALTH AND SAFETY	300	0	0	0	300	0	300	0	300	0	0
1125 MISCELLANEOUS EXPS	200	29	0	0	150	0	150	0	150	0	0
1126 CARETAKER CONSUMABLE	800	287	0	0	500	0	500	379	450	0	0
1127 REPAIRS & MAINTENANCE	4,000	39,300	0	0	6,000	0	6,000	7,994 +	6,300	0	0
1130 EQUIPMENT & FITTINGS	300	0	0	0	300	0	300	185	250	0	0
1131 PIANO	100	0	0	0	100	0	100	0	100	0	0
1148 PERFORMING RIGHTS	260	70	0	0	260	0	260	0	200	0	0
1157 SERVICE CONTRACTS	4,700	5,437	0	0	5,500	0	5,500	6,663 *	5,775	0	0

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The Methuen Hall Trust

Annual Budget - By Committee (Actual YTD Month 11)

Note: Report to Finance and Administration Committee on 22 February 2023

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	<u>Last Year (2021/22)</u>		<u>Current Year (2022/23)</u>					<u>APPROVED FOR 2023/24</u>			
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
<b>Overhead Expenditure</b>	31,815	64,080	0	0	35,765	0	35,765	37,891	54,265	0	0
<b>Movement to/(from) Gen Reserve</b>	0	4,657			0		0	5,831	0		0
<b>The Methuen Hall Trust - Income</b>	31,815	68,738	0	0	35,765	0	35,765	43,722	54,265	0	0
<b>Expenditure</b>	31,815	64,080	0	0	35,765	0	35,765	37,891	54,265	0	0
<b>Movement to/(from) Gen Reserve</b>	0	4,657			0		0	5,831	0		0
<b>Total Budget Income</b>	31,815	68,738	0	0	35,765	0	35,765	43,722	54,265	0	0
<b>Expenditure</b>	31,815	64,080	0	0	35,765	0	35,765	37,891	54,265	0	0
<b>Movement to/(from) Gen Reserve</b>	0	4,657			0		0	5,831	0		0