

MINUTES OF A MEETING OF TADLEY TOWN COUNCIL FINANCE & GENERAL PURPOSES COMMITTEE HELD VIA ZOOM AT 7.30PM ON 16 OCTOBER 2023

Present: Cllrs Burdett, Hankinson, Meiszner, Mullan and Spence (Chairman)

In Attendance: Clerk

1. APOLOGIES

Received and accepted from Cllrs Flahive, Lovegrove, Morrow, Slimin and Witton.

2. DECLARATIONS OF INTEREST & DISPENSATION REQUESTS

There were no declarations of interest and dispensation requests.

3. MINUTES

7/24FGP It was

RESOLVED (5/0/0) to receive and confirm the accuracy of the minutes of the Finance and General Purposes Committee meeting held on 31 July 2023.

4. OPEN FORUM

There was no requirement for an open forum.

5. BUDGET

The budget year to date was reviewed as attached.

6. BALANCE SHEET AND RECEIPTS & PAYMENTS REPORTS

The balance sheet and the receipts & payments reports were reviewed as attached.

7. MEETING DATES

The meeting schedule for 2024 was agreed as attached.

The meeting closed at 7.32pm.

Signed:

Dated: 11 December 2023

Name	Apr	May	June	Jul	Aug	Sep	Actual 23/24	Budget 23/24	Actual 22/23	Budget 22/23	
Precept	98177					98177	196354	196354	186466	186466	
Burials	940	664	924	1366	252		4146	10000	15173	7000	
Memorials	456	59	202	758	296	118	1889	3000	4421	3000	
Litter Grant	20048						20048	20000	18278	17300	
Parish Funding	9983						9983	10800	9884	9786	
Other Grants	26730						26730				
Other Income	202		1386	44818	10	20	46436	865	118959	865	
Bank Interest	518	245	300	820	344	128	2355	500	3731	1000	
Total Income (£)	157054	968	2812	47762	902	98443	307941	241519	356912	225417	
Street Furniture							0	1000	0	2200	
Highway Signs							0	800	640	800	
Memorial Benches							0		2720	2000	
Play Area Equipment	22435						22435	5000	160524	10000	
Office Equipment					1200		1200		0	1000	
Cemetery Extension					858		858		42191	5000	
Litter Equipment							0	500	148	1000	
Vehicle							0	1000	0	1000	
CCTV							0		0	1000	
Total Direct Expenses (£)	22435	0	0	0	2058	0	24493	8300	206223	24000	
GROSS PROFIT/LOSS (£)	134619	968	2812	47762	-1156	98443	283448	233219	150689	201417	
% Profit	86	100	100	100	100	100	92	97	42	89	
Employee Salaries	5360	5360	5360	5360	5360	5360	37520	70000	61662	60000	
Employers NI	426	426	426	426	426	426	2982	4668	4980	4532	
Employer Pension	632	632	632	632	632	632	4424	10000	7577	9033	
Rent						70	70	13669	12848	12426	
Giles Road Play Area Rent							0	186	173	159	
Water Rates							0	0	970	536	
Rates	165	165	165	165	165	165	1155	1813	1572	1648	
Cemetery Rates	193	192	192	192	192	192	1345	1355	1148	912	
Insurance			916				916	1680	1492	1000	
Commercial Waste							0	100	240	600	
Electric & Gas		992	119	6	36	39	1192	3000	2777	1200	
Vehicle Fuel	265	162	163	145	208	124	1067	2500	2476	2000	
Vehicle Repair & Servicing		578	155			123	856	1279	313	1163	
Vehicle Tax			323				323	313	290	285	
Misc Vehicle Expenses			622	92			714	0	38	618	
Staff Travelling			6				6	100	0	100	
Councillor Travelling							0	200	0	200	
Chairmans Allowance		45	55	45	25		170	250	105	250	
Councillors Training		60		36			96	500	0	1000	
Public Works Loan			3370			7848	11218	23000	19260	23000	
Printing & Distribution		321	300				621	1500	2354	1236	
Postage				6			6	50	39	100	
Office costs	10	13	84			149	256	1000	849	1500	
Telephone	82	176	86	86	213	93	736	1000	1375	1000	
Internet	111	111	124	121	77	77	621	2500	1317	2500	
Computer Software & Maintenance	76	26	26	120	28	327	603	2100	1408	2100	
Legal Fees					3137		3137	2500	0	2500	
Audit & Accountancy Fees	750				1050		1800	1500	1350	1500	
Consultancy & Professional Fees	68	44	32	93	35	448	720	1500	1120	1500	
Photocopier		150	16	85	156		407	600	767	1000	
Equipment Hire		77					77	200	0	200	
Equipment Maintenance & Repair							0	100	0	100	
Property Maintenance	80			809			889	1000	295	1000	
Maintenance Consumables	87	19		55	8	52	221	1000	440	1000	
Subscriptions NALC/HALC	1736	165					1901	2000	1877	1850	
Section 137 Grants	19500					150	19650	20000	20150	20000	
Section 137 Subscriptions	95						95	600	426	600	
Section 137 The Green Maintenan	86	86		256		171	599	1200	941	1200	
Section 142 Grants	7870						7870	7870	7870	12500	
Environmental Improvements	50	183	147				380	1000	856	3000	
You Decide							0	0	0	12000	
Highways Property Maintenance							0	1000	1534	1000	
Grounds Maintenance	230	490	230	290	230	659	2129	8000	10709	7000	
Play Areas Maintenance			5921		5450	265	11636	15000	5964	15000	
Grasscutting	164	597	1500	1283		642	4186	6000	4581	5500	
Gardening		278	826				1104	1000	786	1000	
Treeworks		18539		110			18649	10000	3185	9000	
Christmas Event			50	65		30	145	4500	4250	4000	
Christmas Decoration Hire							0	5000	5272	4000	
Coronation Tree							0	1000			
Burials Grounds Maintenance	230	250	255	230	260	459	1684	4000	5005	2000	
Burials Grounds Grasscutting	335	670		2010		1005	4020	6000	4732	7900	
Cleaning Costs							0	200	75	800	
Bank charges and interest	15	16	15	15	15	15	106	300	214	150	
Clothing Costs			24				90	114	300	167	300
Training		98		45		10	153	1000	0	2000	
Total Overheads (£)	38616	30921	22140	12778	17703	19621	148569	247133	207829	256697	
NET PROFIT/LOSS (£)	96003	-29953	-19328	34984	-18859	78822	134879	-13914	-57140	-55280	
% Profit	61	-3094	-687	73	-2091	80	44	-6	-16	-25	

22/23 budget

Tadley Town Council

Balance Sheet Report

To: 30 September, 2023

ASSETS

Fixed Assets

Total Fixed Assets	£0.00
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Current Assets

1100 - Trade Debtors	118.00
1200 - Bank Account Current	5,500.00
1220 - Bank Account Savings	209,917.33
1230 - Public Sector Deposit Fund	55,542.03

Total Current Assets	£271,077.36
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TOTAL ASSETS	£271,077.36
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LIABILITIES

Current Liabilities

1260 - Lloyds Bank Credit Card	238.75
2100 - Trade Creditors	551.00
2110 - Accruals	1,350.00
2210 - PAYE to pay to HMRC	1,486.79
VAT	-4,216.08
2202 - VAT Liability	-4,216.08

Total Current Liabilities	-£589.54
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Future Liabilities

	Total Future Liabilities	£0.00
TOTAL LIABILITIES		-£589.54
TOTAL NET ASSETS		£271,666.90
EQUITY		
3200 - Reserves	240,668.32	
3202 - Play Areas Refurbishment	20,000.00	
3205 - Equipment, vehicles and tools	8,000.00	
Net Profit / Loss	2,998.58	
<i>Net Profit / Loss (prior year(s))</i>	-138,868.90	
<i>Net Profit / Loss (current year)</i>	141,867.48	
TOTAL EQUITY		£271,666.90

Tadley Town Council

Receipts and Payments Report

01 April, 2023 - 30 September, 2023

Sales		
4000 - Precept	196,354.00	
4001 - Burials	4,146.00	
4002 - Memorials	1,889.00	
4100 - Litter Grant	20,048.00	
4110 - Grass Cutting Grant	9,982.78	
4120 - Other Grants	26,730.00	
4900 - Other income	46,436.40	
4950 - Bank Interest	2,357.13	
	Total Sales	£307,943.31
Direct Expenses		
5030 - Play Area Equipment	22,435.18	
5040 - Office Equipment	1,200.00	
5070 - Cemetery Extension	858.00	
	Total Direct Expenses	£24,493.18
	GROSS PROFIT / LOSS	£283,450.13
Overheads		
7000 - Employee Wages and Salaries	32,158.92	
7020 - Employers NI	2,555.04	
7030 - Employer's Pension	3,789.00	
7100 - Rent	70.00	
7120 - General Rates	990.44	
7125 - Cemetery Rates	1,153.15	
7130 - Premises Insurance	916.25	

7200 - Electricity & Gas	1,191.35
7300 - Vehicle Fuel	1,065.47
7310 - Vehicle Repair and Servicing	855.16
7320 - Vehicle Licences	322.50
7330 - Vehicle Insurance	622.35
7340 - Miscellaneous Vehicle Expenses	97.96
7420 - Staff Training	60.00
7430 - Chairmans Allowance	169.85
7450 - Councillors Training & Expenses	35.90
7460 - Public Works Loan	11,217.90
7500 - Printing & Distribution	621.00
7510 - Postage and Carriage	5.55
7520 - Office Stationery	256.08
7530 - Telephone	736.49
7540 - Internet Charges	620.06
7550 - Computer & Software	602.85
7600 - Legal Fees	3,137.00
7610 - Accountancy Fees	1,800.00
7620 - Consultancy & Professional Fees	721.53
7630 - Photocopier	406.98
7640 - Equipment Hire	77.26
7700 - Property Maintenance	889.10
7701 - Maintenance Consumables	221.10
7702 - Subscriptions HALC/NALC	1,901.00
7703 - Section 137 Grants	19,650.00
7704 - Section 137 Subscriptions	94.96
7705 - Section 137 The Green Maintenance	598.50
7706 - Section 142 Grants	7,870.00
7708 - Environmental Improvements	380.12

7720 - Grounds Maintenance	2,127.06	
7721 - Play Areas Maintenance	11,635.84	
7722 - Grasscutting	4,184.50	
7723 - Gardening	920.80	
7724 - Treeworks	18,649.00	
7725 - Christmas Event	145.00	
7730 - Burials Grounds Maintenance	1,682.06	
7731 - Burials Grounds Grasscutting	4,020.00	
7900 - Bank Charges and Interest	90.85	
8220 - Clothing Costs	113.72	
8230 - Training Costs	153.00	
	Total Overheads	£141,582.65
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	NET PROFIT / LOSS	£141,867.48
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FC Full Council
FGP Finance & General Purposes Committee
RL Recreation & Leisure Committee
HP Highways & Planning Committee
PC Personnel Committee
BC Burial Committee
ATM Annual Town Meeting
XT Christmas Tree event
BH Bank Holiday
TAC Turbary Allotment Charity