



# BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL OFFICES, THE BUCKINGHAM CENTRE,  
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Town Clerk: Mr. C. P. Wayman

20 February 2017

Councillor,

You are summoned to a meeting of the **Resources Committee** of Buckingham Town Council to be held on **Monday 27<sup>th</sup> February 2017 2016** at 7pm in the Council Chamber, Cornwalls Meadow, Buckingham.

Mr. C. P. Wayman  
Town Clerk

Please note that the Resources Committee will be preceded by a Public Session in accordance with Standing Order 1.3, which will last for a maximum of 15 minutes.

## AGENDA

### 1. Apologies for Absence

Members are asked to receive apologies from Members.

### 2. Declarations of Interest

To receive declarations of any personal or prejudicial interest under consideration on this agenda in accordance with the Localism Act 2011 Sections 26-34 & Schedule 4.

### 3. Minutes of last meeting

To receive the minutes of the Resources Committee meeting held on Monday 3<sup>rd</sup> January 2017 ratified at the Full Council meeting held on Monday 23<sup>rd</sup> January 2017.

### 4. Buckingham Community Hall Association Annual Accounts

Appendix A

### 5. External Auditor 2017/18

Members to note the appointment of PKF Littlejohn as the new Auditor for Buckinghamshire (and Milton Keynes) for 2017/18

### 6. Action Report

Appendix B

### 7. Accounts and Budgets

Members are asked to receive and consider the attached Income and Expenditure reports.

Appendix C

### 8. Invoices passed for payment, and income received

Members are asked to receive the attached schedule of invoices paid

Appendix D

### 9. Debtor Write offs 2016/17

R/64/16

To receive a written report from the Finance Officer

Buckingham



Twinned with Mouvaux, France



**10. Budget heading for staffing**

**R/65/16**

To receive a written report from the Town Clerk

**11. Prioritisation**

**R/66/16**

To receive a written report from the Town Clerk

**12. Buckingham Town Cricket Club**

**Appendix E**

To receive a funding request from Buckingham Town Cricket Club

**13. Chairman's Announcements**

**14. Date of next meeting: Tuesday 18<sup>th</sup> April 2017**

**To:**

Cllr Ms. J. Bates  
Cllr. T. Bloomfield  
Cllr. Mrs. G. Collins  
Cllr. P. Collins  
Cllr. J. Harvey  
Cllr. P. Hirons  
Cllr. D. Isham  
Cllr. A. Mahi

Chair

Mayor

Cllr. H. Mordue  
Cllr. Ms. Newell  
Cllr. Mrs. O'Donoghue Vice Chair  
Cllr. M. Smith  
Cllr. Mrs. Strain-Clark  
Cllr. R. Stuchbury  
Cllr. M. Try

## Buckingham Community Hall Association

## Income and expenditure account

For the year ended 31 December 2015

	2015		2014	
	£	£	£	£
<b>INCOME</b>				
Hire of centre		63,772.52		0.00
Hire of crockery and cutlery		756.86		0.00
Buckingham Town Council				
Grants		5,000.00		0.00
Capital grants		0.00		0.00
Services		2,505.30		0.00
Fund raising		2,001.20		0.00
HM Courts		240.57		0.00
Damages		30.00		0.00
Bank interest received		14.19		0.00
		<hr/>		<hr/>
		74,320.64		0.00
<b>EXPENDITURE</b>				
Wages	29,379.32		0.00	
Water rates	1,027.00		0.00	
Electricity	3,604.74		0.00	
Gas	3,224.60		0.00	
Cleaning materials	1,043.19		0.00	
Cleaning services	120.00		0.00	
Equipment maintenance	2,607.45		0.00	
Building maintenance	7,618.64		0.00	
Computer stat & maintenance	1,073.49		0.00	
Equipment renewals	1,537.73		0.00	
Refurbishment	2,447.44		0.00	
Gas servicing	1,307.92		0.00	
Donations given	100.00		0.00	
Misc costs	265.39		0.00	
AVDC waste bin	821.80		0.00	
Dust mats cleaning	956.20		0.00	
Telephone	521.62		0.00	
Advertising	253.68		0.00	
Stationery	273.90		0.00	
Performing Rights licence	1,489.58		0.00	
Postage	52.25		0.00	
Administration	9,811.20		0.00	
Staff welfare	65.30		0.00	
Insurance	4,840.57		0.00	
		<hr/>		<hr/>
		74,443.01		0.00
		<hr/>		<hr/>
		-122.37		0.00
<b>EXCESS OF INCOME OVER EXPENDITURE</b>				
		<hr/>		<hr/>

# Buckingham Community Hall Association

## Balance sheet

As at 31 December 2015

	2015		2014	
	£	£	£	£
<b>CURRENT ASSETS</b>				
Cash at bank				
Bank current account	10,009.78		0.00	
Bank deposit account	30,007.68		0.00	
Cash in hand	23.57		0.00	
Trade debtors	394.71		0.00	
		40,435.74		0.00
<b>CURRENT LIABILITIES</b>				
Trade creditors	233.28		0.00	
Deposits received in advance	0.00		0.00	
Taxation and social security	0.00		0.00	
		-233.28		0.00
<b>NET CURRENT ASSETS</b>		40,202.46		0.00
<b>NET ASSETS</b>		40,202.46		0.00

Represent by:

## INCOME AND EXPENDITURE ACCOUNT

As at 1 January 2015	0.00	0.00
Capital account (from charity 289362)	40,324.83	
Excess of income over expenditure	-122.37	0.00
As at 31 December 2015	40,202.46	0.00

## Appendix B

Min No	Title	Meeting Date	Work undertaken	Completed On/Update
625/13	Apprenticeship	06.01.14	Delay decision	On hold
749/14	Strategic Planning	23.03.15	Regular report to be provided to monitor the performance indicators, suggested every other meeting.	Ongoing
874/14	Red Cross Centre	13.04.15	Review Community Right to bid Annually until expiry in January 2020	
660/15	Finance software reporting	04.01.16	Review options for better software and reporting	Currently being investigated. More work to be done after the internal audit.
800/15	Car Parks	29.02.16	Investigate taking over running town's car parks from AVDC	
873/15	Ideas	18.04.16	Altered into scenario planning	To be held after Christmas
140/16	Town Action Commission	13.06.16	Forward report to AVDC with a request for additional parent/ child parking towards the rear of the car park.	Sent can be completed as part of the work around the new public toilets line marking
723/16	Shopmobility	7.11.16	Resources committee to ask Shopmobility to conduct a service review with the view to looking at current and future needs	
723/16	Paperless Agenda	3.1.17	In principle the Council move towards a paperless system of agendas and minutes.	



20/02/2017

## Buckingham Town Council

16:28 Detailed Income &amp; Expenditure by Budget Heading 20/02/2017

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## Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>RESOURCES</b>								
101	PERSONNEL COSTS							
4000	WAGES & SALARIES ADMIN	15,426	145,420	162,610	17,190		17,190	89.4 %
4001	WAGES & SALARIES EXTERNAL	5,180	54,083	62,620	8,537		8,537	86.4 %
4002	PENSION DEFICIT	1,649	8,420	9,300	880		880	90.5 %
4003	APPRENTICESHIP	0	0	6,500	6,500		6,500	0.0 %
4004	WAGES & SALARIES LACE HILL	0	0	16,000	16,000		16,000	0.0 %
4005	ERS NATIONAL INS	1,621	16,352	18,000	1,648		1,648	90.8 %
4006	ERS PENSION CONT	2,140	20,427	31,700	11,273		11,273	64.4 %
4007	STAFF TRAVEL	0	177	550	373		373	32.2 %
4008	OCCUPATIONAL HEALTH	0	0	500	500		500	0.0 %
4009	WAGES & SALARIES	0	0	12,400	12,400		12,400	0.0 %
	PERSONNEL COSTS :- Expenditure	26,016	244,878	320,180	75,302	0	75,302	76.5 %
1001	APPRENTICESHIP GRANT	0	0	2,500	-2,500			0.0 %
	PERSONNEL COSTS :- Income	0	0	2,500	-2,500			0.0 %
	<b>Net Expenditure over Income</b>	<b>26,016</b>	<b>244,878</b>	<b>317,680</b>	<b>72,802</b>			
102	OFFICE EXPENSES							
4010	STATIONERY	61	1,601	1,650	49		49	97.0 %
4011	POSTAGE	0	266	650	384		384	40.9 %
4012	PHOTOCOPIER	364	1,575	1,800	225		225	87.5 %
4013	EQUIPMENT PURCHASE	0	0	200	200		200	0.0 %
4015	ADVERTISMENT	-283	1,919	200	-1,719	140	-1,859	1029.4 %
4017	SUBSCRIPTIONS	-1,566	2,420	3,300	880		880	73.3 %
4018	TELEPHONE	364	7,190	4,500	-2,690		-2,690	159.8 %
4019	HIRE OF HALL	-182	0	250	250		250	0.0 %
4021	HOSPITALITY	0	58	300	242		242	19.2 %
4023	TRAINING	725	4,254	5,500	1,246	913	333	94.0 %
4032	PUBLICITY	169	8,289	7,300	-989		-989	113.6 %
4038	COMPUTER EQUIP/MAINT	1,266	2,603	2,100	-503		-503	124.0 %
4041	WEB SITE PROVISION &	88	1,369	1,000	-369		-369	136.9 %
4043	PROTECTIVE CLOTHING /	35	420	1,000	580		580	42.0 %
4052	HEAT LIGHT POWER	1,309	1,524	2,500	976		976	61.0 %
4055	ALARM	0	310	370	60		60	83.8 %
4156	BUCKINGHAM CENTRE RENT	0	13,042	11,000	-2,042		-2,042	118.6 %
4602	ELECTRICITY	-107	0	0	0		0	0.0 %
	OFFICE EXPENSES :- Expenditure	2,244	46,841	43,620	-3,221	1,053	-4,274	109.8 %
1010	CHAMBER HIRE	72	1,019	1,000	19			101.9 %

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## Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
1012	PHOTOCOPIER USE	0	9	50	-41			18.7 %
	OFFICE EXPENSES :- Income	72	1,029	1,050	-21			98.0 %
	<b>Net Expenditure over Income</b>	2,172	45,813	42,570	-3,243			
103	<u>COUNCILLORS</u>							
4020	MAYOR'S DUTIES	1,782	1,800	1,800	0		0	100.0 %
4029	MAYOR'S CIVIC	0	1,200	1,200	0		0	100.0 %
4044	COUNCILLORS MILEAGE / EXPS	23	234	500	266		266	46.8 %
4045	COUNCILLORS ALLOWANCE	0	0	8,282	8,282		8,282	0.0 %
	COUNCILLORS :- Expenditure	1,805	3,234	11,782	8,548	0	8,548	27.4 %
	<b>Net Expenditure over Income</b>	1,805	3,234	11,782	8,548			
104	<u>LEGAL REQUIREMENTS</u>							
4014	AUDIT FEE	0	231	2,420	2,189		2,189	9.5 %
4022	INSURANCE	663	12,526	15,000	2,474		2,474	83.5 %
	LEGAL REQUIREMENTS :- Expenditure	663	12,757	17,420	4,663	0	4,663	73.2 %
	<b>Net Expenditure over Income</b>	663	12,757	17,420	4,663			
120	<u>GRANTS (PREV 137)</u>							
4077	OLD GAOL FUNDING	0	0	3,000	3,000		3,000	0.0 %
4150	FILM PLACE FUNDING	0	0	1,250	1,250		1,250	0.0 %
	GRANTS (PREV 137) :- Expenditure	0	0	4,250	4,250	0	4,250	0.0 %
	<b>Net Expenditure over Income</b>	0	0	4,250	4,250			
125	<u>COMMEMORATIVE ITEMS</u>							
4504	REMEMBERANCE WREATH	0	17	20	3		3	85.0 %
4505	MAYORS SALVER	0	540	170	-370		-370	317.6 %
	COMMEMORATIVE ITEMS :- Expenditure	0	557	190	-367	0	-367	293.2 %
	<b>Net Expenditure over Income</b>	0	557	190	-367			
130	<u>ADMIN RESERVES</u>							
1176	PRECEPT	0	680,632	0	680,632			0.0 %
1190	INTEREST RECEIVED	0	0	3,500	-3,500			0.0 %
	ADMIN RESERVES :- Income	0	680,632	3,500	677,132			19446.6
	<b>Net Expenditure over Income</b>	0	-680,632	-3,500	677,132			



Month No : 10

## Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>131</u>	<u>GRANTS</u>							
4084	COMMUNITY CENTRE CAPITAL	1,728	3,728	5,000	1,272		1,272	74.6 %
4087	OTHER	0	19,104	19,702	598		598	97.0 %
	GRANTS :- Expenditure	<b>1,728</b>	<b>22,832</b>	<b>24,702</b>	<b>1,870</b>	<b>0</b>	<b>1,870</b>	<b>92.4 %</b>
	<b>Net Expenditure over Income</b>	<b>1,728</b>	<b>22,832</b>	<b>24,702</b>	<b>1,870</b>			
<u>132</u>	<u>CONTINGENCIES</u>							
4500	CONTINGENCIES	-435	29,134	10,000	-19,134		-19,134	291.3 %
	CONTINGENCIES :- Expenditure	<b>-435</b>	<b>29,134</b>	<b>10,000</b>	<b>-19,134</b>	<b>0</b>	<b>-19,134</b>	<b>291.3 %</b>
	<b>Net Expenditure over Income</b>	<b>-435</b>	<b>29,134</b>	<b>10,000</b>	<b>-19,134</b>			
<u>304</u>	<u>BUCKINGHAM TOWN YOUTH COUNCIL</u>							
4237	YOUTH COUNCIL BUDGET	0	0	900	900		900	0.0 %
4238	YOUTH COUNCIL ADMIN	0	0	100	100		100	0.0 %
	BUCKINGHAM TOWN YOUTH COUNCIL :- Expenditure	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>0.0 %</b>
	<b>Net Expenditure over Income</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>			
	RESOURCES :- Expenditure	<b>32,019</b>	<b>360,234</b>	<b>433,144</b>	<b>72,910</b>	<b>1,053</b>	<b>71,857</b>	<b>83.4 %</b>
	Income	<b>72</b>	<b>681,661</b>	<b>7,050</b>	<b>674,611</b>			<b>9668.9</b>
	<b>Net Expenditure over Income</b>	<b>31,947</b>	<b>-321,426</b>	<b>426,094</b>	<b>747,520</b>			

**ENVIRONMENT**

<u>201</u>	<u>ENVIRONMENT</u>							
4068	COMMUNITY SERVICE	1,320	6,000	6,750	750		750	88.9 %
4069	GRIT / SALT BINS	0	0	900	900		900	0.0 %
4101	SEATS AND BINS	0	0	3,000	3,000		3,000	0.0 %
4112	ENVIRONMENT EQUIPMENT	-228	4,382	6,000	1,618	183	1,435	76.1 %
4113	EDIBLE WOODLAND	0	0	130	130		130	0.0 %
4118	GREEN WASTE DISPOSAL	0	371	300	-71		-71	123.7 %
	ENVIRONMENT :- Expenditure	<b>1,092</b>	<b>10,753</b>	<b>17,080</b>	<b>6,327</b>	<b>183</b>	<b>6,144</b>	<b>64.0 %</b>
	<b>Net Expenditure over Income</b>	<b>1,092</b>	<b>10,753</b>	<b>17,080</b>	<b>6,327</b>			
<u>202</u>	<u>ROUNABOUTS</u>							
4108	ROUNABOUT	0	1,217	1,622	405	406	0	100.0 %
	ROUNABOUTS :- Expenditure	<b>0</b>	<b>1,217</b>	<b>1,622</b>	<b>405</b>	<b>406</b>	<b>0</b>	<b>100.0 %</b>

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## Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
1051	ROUNDAABOUT NO 1 OPEN	0	2,024	2,054	-30			98.5 %
1052	ROUNDAABOUT NO 2 ELLA	0	1,079	1,564	-485			69.0 %
1053	ROUNDAABOUT NO 3	0	1,771	1,798	-27			98.5 %
1054	ROUNDAABOUT NO 4 R & B	0	2,258	2,235	23			101.0 %
1056	ROUNDAABOUT NO 6 EUROLANE	0	2,417	2,453	-36			98.5 %
1057	ROUNDAABOUT NO 7 RING ROAD	0	1,232	1,251	-19			98.5 %
	ROUNDAABOUTS :- Income	0	10,781	11,355	-574			94.9 %
	<b>Net Expenditure over Income</b>	0	-9,565	-9,733	-168			
<u>203 MAINTENANCE</u>								
4063	VEHICLE HIRE AND RUNNING	228	4,971	6,000	1,029		1,029	82.9 %
4082	ALLOTMENTS	0	1,500	1,500	0		0	100.0 %
4102	DOG BINS	0	0	4,320	4,320		4,320	0.0 %
	MAINTENANCE :- Expenditure	228	6,471	11,820	5,349	0	5,349	54.8 %
	<b>Net Expenditure over Income</b>	228	6,471	11,820	5,349			
<u>204 DEVOLVED SERVICES EXPENSES</u>								
4124	DEVOLVED SERVICES	41	17,814	24,102	6,288	2,230	4,058	83.2 %
	DEVOLVED SERVICES EXPENSES :- Expenditure	41	17,814	24,102	6,288	2,230	4,058	83.2 %
1017	DEVOLVED SERVICES INCOME	0	20,353	27,992	-7,639			72.7 %
	DEVOLVED SERVICES EXPENSES :- Income	0	20,353	27,992	-7,639			72.7 %
	<b>Net Expenditure over Income</b>	41	-2,539	-3,890	-1,351			
<u>248 DEPOT</u>								
4013	EQUIPMENT PURCHASE	314	1,702	4,740	3,038	561	2,477	47.7 %
4055	ALARM	0	1,420	370	-1,050		-1,050	383.8 %
4225	RATES	0	4,398	4,500	102		102	97.7 %
4601	REPAIRS& MAINTENANCE FUND	61	6,157	6,740	583	52	531	92.1 %
4602	ELECTRICITY	0	274	2,500	2,226		2,226	11.0 %
4603	WATER	0	0	1,500	1,500		1,500	0.0 %
	DEPOT :- Expenditure	375	13,952	20,350	6,398	613	5,785	71.6 %
	<b>Net Expenditure over Income</b>	375	13,952	20,350	6,398			
<u>249 PUBLIC TOILETS</u>								
4074	TOILET CAPITAL	0	75,407	0	-75,407	150,815	-226,222	0.0 %
4225	RATES	0	0	8,000	8,000		8,000	0.0 %

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Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4602	ELECTRICITY	335	335	1,000	665		665	33.5 %
4603	WATER	65	190	2,500	2,310		2,310	7.6 %
4612	CONTRACTOR CHARGE	0	0	15,000	15,000		15,000	0.0 %
4709	MAINTENANCE	-65	0	1,000	1,000	159	841	15.9 %
	PUBLIC TOILETS :- Expenditure	<b>335</b>	<b>75,933</b>	<b>27,500</b>	<b>-48,433</b>	<b>150,974</b>	<b>-199,406</b>	<b>825.1 %</b>
1078	NEW HOMES BONUS	0	75,407	0	75,407			0.0 %
	PUBLIC TOILETS :- Income	<b>0</b>	<b>75,407</b>	<b>0</b>	<b>75,407</b>			
	<b>Net Expenditure over Income</b>	<b>335</b>	<b>526</b>	<b>27,500</b>	<b>26,974</b>			
<u>250 LACE HILL</u>								
4050	LACE HILL PLAYING FIELDS	85	7,038	7,500	462		462	93.8 %
4158	LACE HILL GAS	0	3,568	2,500	-1,068		-1,068	142.7 %
4159	LACE HILL ELECTRICITY	0	2,393	2,500	107		107	95.7 %
4160	LACE HILL WATER	0	0	2,500	2,500		2,500	0.0 %
4161	LACE HILL REPAIRS & MAINT	-462	5,950	5,000	-950		-950	119.0 %
4162	LACE HILL CONTRACTOR	983	5,887	20,000	14,113		14,113	29.4 %
4163	LACE HILL ALARM	0	175	500	325		325	35.0 %
4164	LACE HILL EQUIPMENT	0	15,491	11,250	-4,241	48	-4,290	138.1 %
4225	RATES	0	9,692	8,000	-1,692		-1,692	121.1 %
	LACE HILL :- Expenditure	<b>606</b>	<b>50,194</b>	<b>59,750</b>	<b>9,556</b>	<b>48</b>	<b>9,508</b>	<b>84.1 %</b>
1026	LACE HILL COMMUNITY CENTRE	3,411	24,704	14,000	10,704			176.5 %
	LACE HILL :- Income	<b>3,411</b>	<b>24,704</b>	<b>14,000</b>	<b>10,704</b>			<b>176.5 %</b>
	<b>Net Expenditure over Income</b>	<b>-2,804</b>	<b>25,490</b>	<b>45,750</b>	<b>20,260</b>			
<u>251 CHANDOS PARK</u>								
4106	PLAY AREA MAINTENANCE	0	119	500	381		381	23.8 %
4601	REPAIRS& MAINTENANCE FUND	842	4,303	7,180	2,877	197	2,679	62.7 %
4602	ELECTRICITY	0	0	400	400		400	0.0 %
4603	WATER	116	817	1,500	683		683	54.5 %
4605	HORTICULTURAL CONTRACT	0	2,139	2,968	829	742	87	97.1 %
	CHANDOS PARK :- Expenditure	<b>958</b>	<b>7,379</b>	<b>12,548</b>	<b>5,169</b>	<b>939</b>	<b>4,230</b>	<b>66.3 %</b>
1030	BOWLS INCOME	0	550	550	0			100.0 %
1035	TENNIS COURT RENT	0	0	625	-625			0.0 %
	CHANDOS PARK :- Income	<b>0</b>	<b>550</b>	<b>1,175</b>	<b>-625</b>			<b>46.8 %</b>
	<b>Net Expenditure over Income</b>	<b>958</b>	<b>6,829</b>	<b>11,373</b>	<b>4,544</b>			

Month No : 10

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>252</u>	<u>BOURTON PARK</u>							
4106	PLAY AREA MAINTENANCE	0	329	500	171		171	65.9 %
4122	TREE WORKS	0	0	6,129	6,129		6,129	0.0 %
4601	REPAIRS& MAINTENANCE FUND	311	2,964	12,000	9,036		9,036	24.7 %
4605	HORTICULTURAL CONTRACT	0	7,469	10,278	2,809	2,490	319	96.9 %
	BOURTON PARK :- Expenditure	<u>311</u>	<u>10,762</u>	<u>28,907</u>	<u>18,145</u>	<u>2,490</u>	<u>15,655</u>	<u>45.8 %</u>
	<b>Net Expenditure over Income</b>	<u>311</u>	<u>10,762</u>	<u>28,907</u>	<u>18,145</u>			
<u>253</u>	<u>CEMETERY</u>							
4225	RATES	0	871	1,300	429		429	67.0 %
4601	REPAIRS& MAINTENANCE FUND	65	1,355	4,000	2,645		2,645	33.9 %
4602	ELECTRICITY	129	494	400	-94		-94	123.4 %
4605	HORTICULTURAL CONTRACT	0	4,680	6,380	1,700	1,595	105	98.4 %
4620	EXPENSES RE BURIAL DUTIES	1,932	6,105	6,500	395		395	93.9 %
4621	NEW CEMETERY PLANNING	0	0	20,000	20,000		20,000	0.0 %
	CEMETERY :- Expenditure	<u>2,126</u>	<u>13,504</u>	<u>38,580</u>	<u>25,076</u>	<u>1,595</u>	<u>23,481</u>	<u>39.1 %</u>
1041	BURIAL FEES	200	11,929	12,500	-571			95.4 %
	CEMETERY :- Income	<u>200</u>	<u>11,929</u>	<u>12,500</u>	<u>-571</u>			<u>95.4 %</u>
	<b>Net Expenditure over Income</b>	<u>1,926</u>	<u>1,576</u>	<u>26,080</u>	<u>24,504</u>			
<u>254</u>	<u>CHANDOS PARK TOILETS</u>							
4612	CONTRACTOR CHARGE	0	0	12,500	12,500		12,500	0.0 %
4709	MAINTENANCE	0	636	1,000	365		365	63.6 %
	CHANDOS PARK TOILETS :- Expenditure	<u>0</u>	<u>636</u>	<u>13,500</u>	<u>12,865</u>	<u>0</u>	<u>12,865</u>	<u>4.7 %</u>
	<b>Net Expenditure over Income</b>	<u>0</u>	<u>636</u>	<u>13,500</u>	<u>12,865</u>			
<u>255</u>	<u>RAILWAY WALK &amp; CASTLE HILL</u>							
4120	FRIENDS OF GROUPS	0	663	2,000	1,337		1,337	33.2 %
4122	TREE WORKS	0	0	1,500	1,500		1,500	0.0 %
	RAILWAY WALK & CASTLE HILL :- Expenditure	<u>0</u>	<u>663</u>	<u>3,500</u>	<u>2,837</u>	<u>0</u>	<u>2,837</u>	<u>19.0 %</u>
	<b>Net Expenditure over Income</b>	<u>0</u>	<u>663</u>	<u>3,500</u>	<u>2,837</u>			
<u>256</u>	<u>STORAGE PREMISES</u>							
4066	GRENVILLE GARAGE RENT	0	449	650	201		201	69.1 %
4073	COLLEGE FARM	0	-1,083	1,000	2,083		2,083	-108.3
	STORAGE PREMISES :- Expenditure	<u>0</u>	<u>-634</u>	<u>1,650</u>	<u>2,284</u>	<u>0</u>	<u>2,284</u>	<u>-38.4 %</u>
	<b>Net Expenditure over Income</b>	<u>0</u>	<u>-634</u>	<u>1,650</u>	<u>2,284</u>			

Month No : 10

Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>257</u>	<u>KEN TAGG PLAYGROUND</u>							
4106	PLAY AREA MAINTENANCE	0	111	500	389		389	22.2 %
4122	TREE WORKS	0	0	500	500		500	0.0 %
4123	PLAYGROUND REFURBISHMENT	0	1,113	0	-1,113		-1,113	0.0 %
4605	HORTICULTURAL CONTRACT	0	167	223	56	56	0	99.9 %
	KEN TAGG PLAYGROUND :- Expenditure	<u>0</u>	<u>1,391</u>	<u>1,223</u>	<u>-168</u>	<u>56</u>	<u>-224</u>	<u>118.3 %</u>
	<b>Net Expenditure over Income</b>	<u>0</u>	<u>1,391</u>	<u>1,223</u>	<u>-168</u>			
<u>258</u>	<u>CEMETERY LODGE</u>							
4034	PWLB REPAYMENTS INCL	0	2,351	4,702	2,351		2,351	50.0 %
4609	CEMETERY LODGE MAINT	0	346	500	154	10	145	71.1 %
	CEMETERY LODGE :- Expenditure	<u>0</u>	<u>2,697</u>	<u>5,202</u>	<u>2,505</u>	<u>10</u>	<u>2,495</u>	<u>52.0 %</u>
1061	CEMETERY LODGE RENTAL	0	7,084	9,450	-2,366			75.0 %
	CEMETERY LODGE :- Income	<u>0</u>	<u>7,084</u>	<u>9,450</u>	<u>-2,366</u>			<u>75.0 %</u>
	<b>Net Expenditure over Income</b>	<u>0</u>	<u>-4,387</u>	<u>-4,248</u>	<u>139</u>			
<u>259</u>	<u>OTTERS BROOK</u>							
4106	PLAY AREA MAINTENANCE	0	111	500	389		389	22.2 %
4122	TREE WORKS	0	125	150	25		25	83.3 %
4605	HORTICULTURAL CONTRACT	0	673	898	225	224	0	100.0 %
	OTTERS BROOK :- Expenditure	<u>0</u>	<u>910</u>	<u>1,548</u>	<u>638</u>	<u>224</u>	<u>414</u>	<u>73.3 %</u>
	<b>Net Expenditure over Income</b>	<u>0</u>	<u>910</u>	<u>1,548</u>	<u>638</u>			
<u>260</u>	<u>CCTV</u>							
4100	CCTV ONGOING COSTS	0	450	2,400	1,950		1,950	18.8 %
	CCTV :- Expenditure	<u>0</u>	<u>450</u>	<u>2,400</u>	<u>1,950</u>	<u>0</u>	<u>1,950</u>	<u>18.8 %</u>
	<b>Net Expenditure over Income</b>	<u>0</u>	<u>450</u>	<u>2,400</u>	<u>1,950</u>			
	ENVIRONMENT :- Expenditure	<u>6,072</u>	<u>214,092</u>	<u>271,282</u>	<u>57,190</u>	<u>159,767</u>	<u>-102,577</u>	<u>137.8 %</u>
	Income	<u>3,611</u>	<u>150,808</u>	<u>76,472</u>	<u>74,336</u>			<u>197.2 %</u>
	<b>Net Expenditure over Income</b>	<u>2,461</u>	<u>63,284</u>	<u>194,810</u>	<u>131,526</u>			
<b><u>TOWN CENTRE &amp; EVENTS</u></b>								
<u>301</u>	<u>TOWN CENTRE &amp; EVENTS</u>							
4078	NEW SIGNS	0	0	500	500		500	0.0 %

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Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4079	FAIR TRADE PROMOTION	33	134	400	266		266	33.5 %
4094	YOUTH PROJECT	0	2,840	3,000	160		160	94.7 %
4104	TOWN IN BLOOM	0	5,410	6,887	1,477		1,477	78.6 %
4107	PRIDE OF PLACE	180	422	250	-172		-172	168.8 %
4115	RIVER RINSE	0	108	400	292		292	27.0 %
4165	WINTER HANGING BASKET	0	669	1,000	331		331	66.9 %
4201	CHRISTMAS LIGHTS	0	3,247	10,000	6,753		6,753	32.5 %
4202	FIREWORK DISPLAY	114	3,585	4,000	415		415	89.6 %
4203	COMMUNITY FAIR	20	215	500	286		286	42.9 %
4205	CHRISTMAS PARADE	0	2,975	3,000	25		25	99.2 %
4208	SPRING FAIR	0	0	500	500		500	0.0 %
4209	TRAFFIC ORDERS FOR EVENTS	0	0	300	300	850	-550	283.3 %
4210	PANCAKE RACE	0	0	75	75		75	0.0 %
4211	BAND JAM	0	3,164	3,500	336		336	90.4 %
4212	CHRISTMAS LIGHT SWITCH ON	0	640	600	-40		-40	106.7 %
4213	DOG AWARENESS	0	374	300	-74		-74	124.7 %
4216	MAY DAY EVENT	0	8	50	42		42	17.0 %
4220	MUSIC IN THE MARKET	0	3,515	3,500	-15		-15	100.4 %
4228	ENTERTAINMENTS	-222	528	1,070	542		542	49.4 %
4241	COMEDY NIGHT EXPENDITURE	0	2	3,000	2,998		2,998	0.1 %
4243	CHARTER FAIR EXPENDITURE	0	1,778	1,800	22		22	98.8 %
4603	WATER	270	270	0	-270		-270	0.0 %
TOWN CENTRE & EVENTS :- Expenditure		<b>394</b>	<b>29,885</b>	<b>44,632</b>	<b>14,747</b>	<b>850</b>	<b>13,897</b>	<b>68.9 %</b>
1013	HANGING BASKETS	0	333	1,000	-667			33.3 %
1062	COMMUNITY FAIR - TABLE	20	180	300	-120			60.0 %
1063	TRAFFIC ORDERS RECHARGED	0	0	150	-150			0.0 %
1066	COMEDY NIGHT INCOME	0	0	3,000	-3,000			0.0 %
1069	CHARTER FAIR INCOME	6,364	6,364	6,330	34			100.5 %
TOWN CENTRE & EVENTS :- Income		<b>6,384</b>	<b>6,877</b>	<b>10,780</b>	<b>-3,903</b>			<b>63.8 %</b>
Net Expenditure over Income		<b>-5,990</b>	<b>23,008</b>	<b>33,852</b>	<b>10,844</b>			
<u>302 STREET MARKET</u>								
4017	SUBSCRIPTIONS	318	318	330	12		12	96.4 %
4225	RATES	0	3,354	4,000	646		646	83.8 %
4226	SUPERVISORS	365	3,898	4,000	102		102	97.5 %
4235	MARKET INFRASTRUCTURE &	286	1,544	2,400	856		856	64.4 %
STREET MARKET :- Expenditure		<b>969</b>	<b>9,114</b>	<b>10,730</b>	<b>1,616</b>	<b>0</b>	<b>1,616</b>	<b>84.9 %</b>
1005	STREET MARKET	2,678	12,450	19,000	-6,550			65.5 %
1006	FLEA MARKET	350	3,069	5,000	-1,931			61.4 %
STREET MARKET :- Income		<b>3,028</b>	<b>15,519</b>	<b>24,000</b>	<b>-8,481</b>			<b>64.7 %</b>
Net Expenditure over Income		<b>-2,059</b>	<b>-6,405</b>	<b>-13,270</b>	<b>-6,865</b>			

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Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>303</u>	<u>SPECIAL EVENTS</u>							
4242	FOOD FAIR	21	21	1,200	1,179		1,179	1.8 %
4260	TWINNING	0	0	1,000	1,000		1,000	0.0 %
	SPECIAL EVENTS :- Expenditure	<u>21</u>	<u>21</u>	<u>2,200</u>	<u>2,179</u>	<u>0</u>	<u>2,179</u>	<u>1.0 %</u>
1020	FOOD FAIR INCOME	81	131	450	-319			29.1 %
	SPECIAL EVENTS :- Income	<u>81</u>	<u>131</u>	<u>450</u>	<u>-319</u>			<u>29.1 %</u>
	<b>Net Expenditure over Income</b>	<u>-60</u>	<u>-110</u>	<u>1,750</u>	<u>1,860</u>			
	TOWN CENTRE & EVENTS :- Expenditure	<u>1,384</u>	<u>39,020</u>	<u>57,562</u>	<u>18,542</u>	<u>850</u>	<u>17,692</u>	<u>69.3 %</u>
	Income	<u>9,493</u>	<u>22,527</u>	<u>35,230</u>	<u>-12,703</u>			<u>63.9 %</u>
	<b>Net Expenditure over Income</b>	<u>-8,109</u>	<u>16,493</u>	<u>22,332</u>	<u>5,839</u>			
<b><u>PARTNERSHIPS</u></b>								
<u>505</u>	<u>AYLESBURY VALE SHORTFALL</u>							
4219	BUCKINGHAM FRINGE	0	4,511	9,000	4,489		4,489	50.1 %
5001	TIC GRANT	0	26,000	26,000	0		0	100.0 %
	AYLESBURY VALE SHORTFALL :- Expenditure	<u>0</u>	<u>30,511</u>	<u>35,000</u>	<u>4,489</u>	<u>0</u>	<u>4,489</u>	<u>87.2 %</u>
1065	BUCKINGHAM FRINGE INCOME	0	2,267	4,000	-1,733			56.7 %
	AYLESBURY VALE SHORTFALL :- Income	<u>0</u>	<u>2,267</u>	<u>4,000</u>	<u>-1,733</u>			<u>56.7 %</u>
	<b>Net Expenditure over Income</b>	<u>0</u>	<u>28,244</u>	<u>31,000</u>	<u>2,756</u>			
	PARTNERSHIPS :- Expenditure	<u>0</u>	<u>30,511</u>	<u>35,000</u>	<u>4,489</u>	<u>0</u>	<u>4,489</u>	<u>87.2 %</u>
	Income	<u>0</u>	<u>2,267</u>	<u>4,000</u>	<u>-1,733</u>			<u>56.7 %</u>
	<b>Net Expenditure over Income</b>	<u>0</u>	<u>28,244</u>	<u>31,000</u>	<u>2,756</u>			
<b><u>PLANNING</u></b>								
<u>601</u>	<u>PLANNING</u>							
4623	DISPLAY EQUIPMENT	0	0	5,000	5,000		5,000	0.0 %
	PLANNING :- Expenditure	<u>0</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>	<u>0</u>	<u>5,000</u>	<u>0.0 %</u>
	<b>Net Expenditure over Income</b>	<u>0</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>			
	PLANNING :- Expenditure	<u>0</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>	<u>0</u>	<u>5,000</u>	<u>0.0 %</u>
	Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>			<u>0.0 %</u>
	<b>Net Expenditure over Income</b>	<u>0</u>	<u>0</u>	<u>5,000</u>	<u>5,000</u>			

**EARMARKED RESERVES**



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Committee Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
901	<u>EARMARKED RESERVES</u>							
4226	SUPERVISORS	0	0	0	0		0	0.0 %
9006	NAG	0	0	1,598	1,598		1,598	0.0 %
9009	CAPITAL RESERVE	0	66,453	66,453	0		0	100.0 %
9011	WAR MEMORIAL	0	0	931	931		931	0.0 %
9012	CHRISTMAS LIGHTS	0	0	6,753	6,753		6,753	0.0 %
9013	YOUTH PROJECTS	0	0	3,270	3,270		3,270	0.0 %
9015	CHARTER FAIRS	6,904	1,303	7,795	6,492		6,492	16.7 %
9018	REPAIR OF FOOTPATHS	0	2,966	2,966	0		0	100.0 %
9019	MEMORIAL TESTING	0	0	2,874	2,874		2,874	0.0 %
9025	PLAY AREA REPLACEMENT	0	0	17,121	17,121		17,121	0.0 %
9027	GREEN BUCKINGHAM GROUP	0	0	226	226		226	0.0 %
9029	CIRCULAR WALK MAINT	0	0	5,399	5,399		5,399	0.0 %
9030	TOURISM LEAFLETS	0	0	3,402	3,402		3,402	0.0 %
9032	BUCK NEIGHBOURHOOD DEV	0	0	1,200	1,200		1,200	0.0 %
9033	DESTINATION BUCKINGHAM	0	2,965	4,902	1,938		1,938	60.5 %
9035	PARKS DEVELOPMENT	0	35,842	43,192	7,350	3,075	4,275	90.1 %
9036	ELECTION COSTS	0	0	3,188	3,188		3,188	0.0 %
9038	NEW VEHICLE	0	13,815	13,815	0		0	100.0 %
9039	BARRIERS FOR EVENTS	79	409	2,608	2,199		2,199	15.7 %
9040	PARK RUN	0	20	0	-20		-20	0.0 %
9042	HOSTING OF TWINNING EVENT	0	1,938	2,000	62		62	96.9 %
9043	NEW BAGS AND LEAFLETS	0	0	1,532	1,532		1,532	0.0 %
9044	COMEDY NIGHT	0	0	2,057	2,057		2,057	0.0 %
9045	ACCESS FOR ALL	0	15	500	485		485	3.1 %
9046	PLANNING DISPLAY EQUIPMENT	0	0	5,242	5,242		5,242	0.0 %
9047	FUTURE EVENTS	0	335	2,760	2,425		2,425	12.1 %
EARMARKED RESERVES :- Expenditure		<b>6,983</b>	<b>126,061</b>	<b>201,784</b>	<b>75,723</b>	<b>3,075</b>	<b>72,648</b>	<b>64.0 %</b>
<b>Net Expenditure over Income</b>		<b>6,983</b>	<b>126,061</b>	<b>201,784</b>	<b>75,723</b>			
EARMARKED RESERVES :- Expenditure		<b>6,983</b>	<b>126,061</b>	<b>201,784</b>	<b>75,723</b>	<b>3,075</b>	<b>72,648</b>	<b>64.0 %</b>
Income		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0.0 %</b>
<b>Net Expenditure over Income</b>		<b>6,983</b>	<b>126,061</b>	<b>201,784</b>	<b>75,723</b>			



## PURCHASE LEDGER INVOICE LISTING FOR MONTH No 10

## Ledger No 1 for Month No 10

## Supplier A/c Order

Items marked with a \* are disputed invoices.

Date	Invoice No	Own Ref No	Supplier Account Name	Supplier A/c Code	Net Value	VAT	Invoice	Nominal Ledger Analysis			Analysis Detail
								A/C	Centre	Amount	
25/01/2017	387117		MAXWELL AMENITY	A033	93.00	18.60	111.60	4013	248	93.00	tree planting compost
11/01/2017	41566		ABBOT FIRE	A054	246.00	49.20	295.20	4601	251	246.00	fire exting. service
20/01/2017	2626		COMMUNITY CENTRE	B002	2,115.60	0.00	2,115.60	4052	102	540.98	20% recharge gas - comm centre
								4052	102	642.30	20% recharge ele - comm centre
								4603	301	269.60	20% recharge wat - comm centre
								4022	104	662.72	20% recharge ins - comm centre
13/01/2017	MOBJAN17		B.T.	B003	158.50	31.70	190.20	4018	102	158.50	mobiles jan
19/01/2017	QO13IT		B.T.	B003	110.23	22.05	132.28	4018	102	110.23	alarm chamber/comm centre
20/01/2017	339648		BROWNS	B031	40.60	8.12	48.72	4124	204	48.72	engine oil
		10111219						4124	204	-8.12	engine oil
20/01/2017	38715		CIBSE	C054	270.00	54.00	324.00	4023	102	270.00	build serv oversee course GSM
06/01/2017	34519		DERBYSHIRE AGGREGATE D0020		111.50	22.30	133.80	4112	201	111.50	rock salt
23/01/2017	414113202		DENMANS	D011	5.08	1.02	6.10	4161	250	5.08	fl.tube
07/01/2017	H13EB455D		E-ON	E006	98.13	4.91	103.04	4602	253	98.13	chapel b
08/01/2017	H13EBA13D		E-ON	E006	31.15	1.56	32.71	4602	253	31.15	chapel a
01/01/2017	9488		GANDERTON	G008	211.09	42.22	253.31	4063	203	211.09	fuel
01/01/2017	2110736		GRUNDON	G050	34.58	6.92	41.50	4161	250	34.58	wheelie bins
01/01/2017	2110737		GRUNDON	G050	39.61	7.92	47.53	4112	201	39.61	wheelie bins
01/01/2017	2110737V2		GRUNDON	G050	47.53	9.51	57.04	4112	201	47.53	wheelie bins
01/01/2017	211737CR		GRUNDON	G050	-39.61	-7.92	-47.53	4112	201	-39.61	cr invoice mispost
19/01/2017	16002		HERON	H009	221.43	44.29	265.72	4013	248	221.43	vinyl signs
13/01/2017	184194		LINNELL BROS	L010	125.00	25.00	150.00	4601	252	125.00	timber (wood)
16/01/2017	FTCM		OLD GAOL	O010	33.00	0.00	33.00	4079	301	33.00	hall hire 11/3/17
01/01/2017	73609		PARAGON	P008	346.73	69.35	416.08	4620	253	346.73	digger hire
01/01/2017	73708		PARAGON	P008	32.08	6.42	38.50	4112	201	32.08	consumables
01/01/2017	73804		PARAGON	P008	191.20	38.24	229.44	4620	253	191.20	digger hire
16/01/2017	344936751		PARKER	P027	176.18	35.24	211.42	4235	302	176.18	barriers
06/01/2017	5060467		PRS	P044	28.17	5.63	33.80	4228	301	28.17	prs music

## PURCHASE LEDGER INVOICE LISTING FOR MONTH No 10

## Ledger No 1 for Month No 10

## Supplier A/c Order

Items marked with a \* are disputed invoices.

Date	Invoice No	Own Ref No	Supplier Account Name	Supplier A/c Code	Net Value	VAT	Invoice	Nominal Ledger Analysis			Analysis Detail
								A/C	Centre	Amount	
12/01/2017	RC009641		RIGBY TAYLOR	R044	85.46	17.09	102.55	4050	250	85.46	Impact PS
10/01/2017	9000889919		STAPLES	S020	28.52	3.71	32.23	4010	102	18.54	stat
11/01/2017	900894461		STAPLES	S020	32.30	6.46	38.76	4010	102	9.98	milk pots - lace hill
23/01/2017	9302549627		SETON	S025	60.88	12.18	73.06	4601	248	32.30	stat
		10111221						4601	248	55.22	h & s signs
01/01/2017	ADF610		TRAVIS	T010	8.14	1.63	9.77	4112	201	5.66	h & s signs
01/01/2017	ADF694		TRAVIS	T010	103.00	20.60	123.60	4112	201	8.14	cement
04/01/2017	ADF790		TRAVIS	T010	90.94	18.19	109.13	4601	252	103.00	postcrete
10/01/2017	ADF949		TRAVIS	T010	42.40	8.48	50.88	4112	201	90.94	postcrete
11/01/2017	ADF982		TRAVIS	T010	79.50	15.90	95.40	4112	201	42.40	postcrete
17/01/2017	ADG185		TRAVIS	T010	21.20	4.24	25.44	4112	201	79.50	postcrete
17/01/2017	145/2017		THAMES VALLEY	T012	1,320.00	264.00	1,584.00	4068	201	21.20	postcrete
		10111174						4068	201	1,560.00	comm serv
01/01/2017	C28936		T KING ASSOC	T030	113.99	22.80	136.79	4043	102	-240.00	comm serv
05/01/2017	141823852/		TOTAL	T049	18.84	0.94	19.78	4052	102	113.99	uniform
01/01/2017	I330633		WORLDSFAIR	W0023	110.00	22.00	132.00	4235	302	18.84	feeder pillar
26/01/2017	9590		WALLGATE	W024	595.52	119.10	714.62	4601	251	110.00	insert in year book
		10111223						4601	251	595.51	repair handwash units
								4601	251	0.01	repair handwash units
TOTAL INVOICES							8,471.07	7,437.47			7,437.47

**BUCKINGHAM TOWN COUNCIL**

**Resources**

**Monday 29<sup>th</sup> February 2017**

**Agenda Item no. 9**

**Contact Officer: Mrs Jodie Baughan**

**Subject. Write off debtors**

**Background**

Each financial year a number of sale ledger invoices remain, unpaid despite numerous telephone and written requests for payments. Audit requires permission from Councillors to write off these debts.

**Recommendation**

That the attached debts be written off the financial year 2016/17.

**Buckingham Town Council**

The Buckingham Centre  
Verney Close  
Buckingham,  
MK18 1JP

**INVOICE****Telephone:** 01280 816426**Invoice To**

MK2  
Bull Ring  
Buckingham

**Invoice No** BTC503**Invoice Date** 31/05/2015**Customer A/c No:** M005**Customer Ord No** baskets**VAT Reg Number:** 811 8016 62

Code	Item Description	Qty Unit	Qty	Unit Price	Total Price	Vat
	supply and maintenance of hanging baskets		1	8.33	8.33	20%

Payment DUE DATE: 31/05/2015

**Net** 8.33**VAT** 1.67**Gross** 10.00

Detach

**Please detach this REMITTANCE SLIP and enclose with your payment**

Account Ref : M005

Invoice No : BTC503

Account Name : MK2

Amount Paid : 

Buckingham Town Council

**Buckingham Town Council**

The Buckingham Centre  
Verney Close  
Buckingham,  
MK18 1JP

**INVOICE****Telephone:** 01280 816426**Invoice To**

Events and Markets Ltd  
The Mill  
Newlands Farm  
Newlands Road  
Riddings  
Derbyshire  
DE55 4ER

**Invoice No** BTC518**Invoice Date** 29/02/2016**Customer A/c No:** M054**Customer Ord No****VAT Reg Number:** 811 8016 62

Code	Item Description	Qty Unit	Qty	Unit Price	Total Price	Vat
	3 DAY CONTINENTAL MARKET 17th-19th FEB 2016		1	300.00	300.00	20%

Payment DUE DATE: 29/02/2016

**Net** 300.00**VAT** 60.00**Gross** 360.00

Detach

**Please detach this REMITTANCE SLIP and enclose with your payment**

Account Ref : M054

Invoice No : BTC518

Account Name : Events and Markets Ltd

Amount Paid : 

Buckingham Town Council



**BUCKINGHAM TOWN COUNCIL**

**RESOURCES**

**MONDAY 27th FEBRUARY 2017**

**Agenda Item no. 10**

**Contact Officer: Mr. C.P. Wayman**

**Budget heading for staffing**

**Information**

Councillors have discussed a number of times about including staffing costs into other committee headings rather than all the staffing costs being included in the general administrative costs.

This would give the committees a more accurate expenditure as in the majority of cases the staff time is the largest cost associated with a specific activity.

However, there is also an issue with confidentiality and data protection, in that separating the costs out where individual staff member's wages, national insurance and pension contribution can be identified is not possible as it would breach these aspects.

Additionally there is the aspect of time undertaken to separate out the staff time associated with specific activity, as well as the issue of management of staff costs which would have to be considered to give a further accurate picture. By going too in depth then it would require more time to administer. Therefore a fairly simple structure would be best.

**Proposition**

That for the 2017/18 financial year that the following staff positions (spate wage, NI and pensions budgets) are costed to the following committees:

**General**

Town Clerk

Deputy Town Clerk

Finance Officer

Administrator

Committee Clerk

Planning Officer (as separating into Planning would identify wage etc.)

**Environment:**

Estates Manager  
All the outside Maintenance positions  
Lace Hill Sports & Community Centre Co-ordinator  
Shopmobility Officer

**Events:**

Events Co-ordinator  
Market Manager

Under the budgets as they currently are it is possible to identify some members of staff. This would prevent that.

The distribution of the wages would result in the following:

	General	Environment	Town Centre & Events
Wages	£134,000	£120,000	£26,500
NI	£10,560	£9,460	£1,980
Pensions	£15,250	£13,600	£2,850

And that £3,900 is separated out for form the Shopmobility budget within the Environment Committee.

**Recommendation**

That the proposed budgets are adopted to proportion staff wages to the committees.



**BUCKINGHAM TOWN COUNCIL**

**RESOURCES**

**MONDAY 27th FEBRUARY 2017**

**Agenda Item no.11**

**Contact Officer: Mr. C.P. Wayman**

**Prioritisation**

**Background**

Previously the Town Council has had no system to prioritise the work of the Council. This has resulted in work been completed as and when, with a number of things staying on the action list for a long time. This has in a couple of places resulted in frustration that some work hasn't been completed and some discussion over how much of a priority some projects are.

**Information**

It is aimed that the following is a simple and easy system to implement. There will be three areas that a task is weighted against:

Social Value to the Town (lowest to highest)

Officer effort (most to least)

Urgency, against our short to medium term plans (least to most)

A task will be ranked from 1-4 against each category above. The scores will then be added together (multiplication was considered but it was felt distorted the results where a project scored highly in 2 areas but low in one).

The actions from the action list will have a priority score added to them (3 is the lowest possible with 12 being the highest) a column dedicated to it in the future. New actions will be added to the action list with the officer creating a priority score for the next meeting. Reports prepared by officers will contain a priority score for the task.

**Recommendation**

That a one year trial is held using the methodology above to prioritise the work of the Town Council



**From:** adrian johnson [<mailto:ade319@gmail.com>]  
**Sent:** 15 February 2017 22:12  
**To:** <[townclerk@buckingham-tc.gov.uk](mailto:townclerk@buckingham-tc.gov.uk)>  
**Cc:** [deputytownclerk@buckingham-tc.gov.uk](mailto:deputytownclerk@buckingham-tc.gov.uk)  
**Subject:** BUCKINGHAM TOWN CRICKET CLUB - REQUEST FOR S106 FUNDING

Chris/Claire

**BUCKINGHAM TOWN CRICKET CLUB - REQUEST FOR S106 FUNDING FOR  
NEW OUTDOOR NETS**

Thank you for the opportunity to address the Environment Committee meeting on Monday 13 Feb 2017. This provided the opportunity to put forward the club's request for S106 monies that I believe are available.

It was suggested by the councillors that the club be invited to attend the Interim meeting of the Full Council which I believe is planned for Mon 20 Feb 2017.

Could I formally ask for this matter to be included as an agenda item.

I have attached supporting documents which were circulated at last Monday's meeting. These include photographs of the damaged nets, a brief overview of the club and the S106 Authorisation form from AVDC highlighting the funds available.

If you require any further information please do not hesitate to ask.

Best regards

Ade Johnson  
Chairman  
BTCC

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# S106 Projects

## Authorisation Form



### Planning Details

	<u>A</u>	<u>B</u>
Planning Application No:	09/01205/APP	14/02685/APP
Development:	Fir Cottage Chandos Road	Station Terrace
Total Received:	£29,975.00	£29,547.00
Current Balance:	£10,298.98 (incl. £2k committed)	£29,547.00
Date Received by AVDC:	03/02/2014	12/06/2015
S106 Wording:	'local sport and leisure facilities determined by the Council in accordance with community needs as identified in the SPG'	

### Project

Main Contact: ADRIAN JOHNSON  
 Tel: 07748 630121 01280 824588  
 Email: ade319@gmail.com  
 Site: BUCKINGHAM TOWN CRICKET CLUB, BOURTON ROAD BUCKINGHAM MK18 1BG  
[www.buckinghamtowncricket.co.uk](http://www.buckinghamtowncricket.co.uk)

Overview (maximum 150 words – full details to be provided in 'Project Detail')

### Construction of new 3-lane non-turf outdoor cricket practice facility. (Outdoor Nets)

Buckingham Town Cricket Club is one of the largest cricket club in the North Buckinghamshire area. The club provides cricket for all ages and abilities (boys and girls) from U6 through to the 4 adult Saturday teams. There are 90 adult and 160 junior members at the club. The current 2-lane cricket nets have been in use for almost 13 years and are showing signs of wear and tear! The storms and high winds of 2015/2016 caused considerable damage to the nets and, although still useable, money was needed to effect a very temporary repair. This project is seeking to replace the existing nets with a new and improved 3-lane system. This will allow more people to utilise the nets (a 50% increase in capacity) and provide a safer and higher quality environment for club members and our partners in which to coach and practice.

**A** £ 8,298.98

**B** £ 11,701.02

**Total £ 20,000.00**

Total amount of S106 funds requested	£ 20 000
Other funding secured?	£ 18 600 secured to date. £10 000 loan from ECB (England and Wales Cricket Board) applied for.
Total cost of project	£ 48 600

### Payment Details

Bank Name: Nat West Bank  
 Account Name: Buckingham Town Cricket Club  
 Account Number: 47116935  
 Sort Code: 60 – 04 - 09

## Project Detail

**Project Proposal:** If successful the project will go ahead during the Easter school holiday to be in place for the start of the season. The build plan is to remove the existing 2-lane net facility and replace with a new build, 50% increase in capacity, 3-lane system. Build time is estimated at 2 weeks and will be carried out by an approved ECB supplier. The new net system will be used every day throughout the cricket season (Apr-Sep) by the juniors and seniors in the club.

Expand on your summary given on the front page of this form. Try to be specific about **what** you will do, **when**, and **how** you will do it. Include any **consents** required (Planning; Environment Agency) the project **timescale**, or how this funding fits in if this is **part of a larger project**.

**Project Demand:** In addition to the benefit to Buckingham Town Cricket Club, the nets will continue to be used by our partner club Gawcott and Hillesden CC and cricketers from Buckingham University. The 2 local school secondary schools, Buckingham School and The Royal Latin School have expressed interest in using the facility too. The club has received letters of support from Buckingham Town Council and Buckingham MP, John Bercow, offering their support towards the need for the project to go ahead. This project will provide a first class facility which can be used by all ages from within the club and the wider local community. It is hoped that more children will be encouraged to take up the sport with the benefits of participating in a team sport and the wellbeing and health benefits which go alongside physical activity. The nets were originally built some 13 years ago and, despite near constant repairing and renovating, urgently need to be replaced by a new facility made from materials that ensure the best possible experience, while enhancing the safety of the people who use them.

Tell us how you have identified the **need** for the project within your Town or Parish. Include details of **consultation** and/or demand for the project, and how you think your project will meet this need.

**Project Outcomes:** A register will be kept of all activities in the new facility. This would involve tracking the total time it is used and the number of players involved on each occasion. Success would equate to a progressive increase in the new nets' use. The current 2-lane nets are used for 2 hours during weekdays and 4 hours on Sundays. The poor state of the existing aged facility detracts from maximising its use.

Please tell us what **outcomes** you hope to achieve and how you will **measure** these. How will the project increase user numbers from current levels?

## **For AVDC Use**

**Signature**

**Enter Date**

Heritage & Parks Authoriser:

Cabinet Member for Leisure,  
Communities and Civic Amenities:

Planning Authoriser:

To approve this proposal, please sign & date above.



## BUCKINGHAM TOWN CRICKET CLUB

90 ADULT PLAYING MEMBERS  
(30% INCREASE SINCE 2015)

160 JUNIOR MEMBERS  
U6 – U16

NEW ALL STARS PROGRAM TO BE LAUNCHED IN 2017  
TARGETTED TOWARDS 5-8 YEAR OLDS  
ECB SUPPORTED  
BTCC EXPECTS INCREASED DEMAND AT LOWER AGE GROUPS  
32 ADDITIONAL JUNIORS (GIRLS AND BOYS)

### NETS UTILISED BY:

CLUB MEMBERS  
UNIVERSITY OF BUCKINGHAM  
GAWCOTT & HILLESSEN CC

OFFERED TO:  
RLS  
THE BUCKINGHAM SCHOOL

ALL USAGE FREE OF CHARGE

BTCC SUPPORTS LOCAL CRICKET WITH LINKS TO GAWCOTT AND HILLESSEN  
CC AND WINSLOW CC. BTCC TEAMS UTILISE THEIR GROUNDS FOR MATCH  
DAYS AND THE CLUB PROVIDES FINANCIAL SUPPORT AND GROUND  
MAINTENANCE SPECIALIST EQUIPMENT





AFTER DAMAGE (2-LANE NETS)



PROPOSED NEW BUILD 3-LANE

