



BUCKINGHAM TOWN COUNCIL

TOWN COUNCIL OFFICES, VERNEY CLOSE,
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Town Clerk: Claire Molyneux

RESOURCES
COMMITTEE

Wednesday, 11 January 2023

Councillor,

You are summoned to a meeting of the Resources Committee of Buckingham Town Council to be held on Monday 16th January 2023 at 7pm in the Council Chamber, Cornwalls Meadow, Buckingham.

Please note that the meeting will be preceded by a Public Session in accordance with Standing Orders 3.e and 3.f, which will last for a maximum of 15 minutes. Members of the public can attend the meeting in person. If you would like to address the meeting virtually, please email committeeclerk@buckingham-tc.gov.uk or call 01280 816426 for details.

The meeting can be watched live on the Town Council's YouTube channel here:
<https://www.youtube.com/channel/UC89BUTwVpjAOEIdSlfcZC9Q/>

Claire Molyneux
Town Clerk

AGENDA

1. Apologies for absence

Members are asked to receive apologies for absence.

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 and accept the minutes of the Resources Committee meeting held on 14th November 2022. [Copy previously circulated](#)

4. Minutes of Communications Strategy Group

To receive the minutes of the Communications Strategy Group meeting held on 13th October 2022 and 1st December 2022. [Copy previously circulated](#)
[Copy previously circulated](#)



Twinned with Mouvaux, France; Neurkirchen-Vluyn, Germany

Members are reminded when making decisions that the Public Sector Equality Duty 2010 requires Members to have due regard to the need to: Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Act, advance equality of opportunity between people who share a characteristic and those who don't, and to foster good relations between people who share a characteristic and those who don't. All Committee documents can be found on the Buckingham Town Council's website. Alternatively, the Clerk can send you a copy of any minutes, reports or other information. To do this, send a request using the contact details set out above.

5. Budgets

To receive and agree the budget reports:

- 5.1 Highlight Report of main budget variations with detailed income and expenditure [Appendix A](#)
- 5.2 Summary Income and Expenditure Report [Appendix B](#)
- 5.3 Purchase Ledger from November and December 2023 [Appendix C](#)

6. Draft 2023-2024 budget

- 6.1 To receive a report from the Town Clerk. [R/132/22](#)
- 6.2 To discuss and agree the draft 2023 – 2024 budget. [Appendix D](#)

7. Bank reconciliations and petty cash

To receive verbal updates from the Committee Chair.

8. Chamber pricing

To receive a report from the Town Centre and External Services Manager. [R/133/22](#)

9. Compliments and complaints

- 9.1. To review compliments and complaints from July 2022. [Appendix E](#)

10. Civic dates

To receive a report from the Events Coordinator. [R/134/22](#)

11. Updates from representatives on outside bodies

To receive verbal updates from Councillors.

12. Action report

To review and discuss the Action Report. [Appendix F](#)

13. Chair's announcements

14. Date of next meeting: Monday 6th March 2023

COMMITTEE IN PRIVATE SESSION

Exclusion of public and press

RECOMMENDED In terms of Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters and it is, therefore, **RECOMMENDED** that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.

15. Debtors list

To receive the current list of debtors over 3 months old. [Appendix G](#)

To:

Cllr. Collins
Cllr. Gateley Town Mayor
Cllr. Hetherington
Cllr. Mahi
Cllr. Mordue Vice Chair
Cllr. O'Donoghue Chair
Cllr. Osibogun
Cllr. Ralph
Cllr. Schaefer
Cllr. Stuchbury
Cllr. Try
Cllr. Whyte

Email: office@buckingham-tc.gov.uk

Detailed Income & Expenditure by Budget Heading 31/12/2022

Month No: 9

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
RESOURCES							
<u>101 Personnel costs</u>							
4000 Salaries Admin	145,813	120,528	160,425	39,897		39,897	75.1%
4005 ERS National Insurance	13,143	11,808	15,549	3,741		3,741	75.9%
4006 ERS Pension Cont	35,226	29,868	34,212	4,344		4,344	87.3%
4007 Staff travel	208	167	1,346	1,179		1,179	12.4%
4008 Occupational Health	0	15	1,293	1,278		1,278	1.2%
4025 HR advice	4,325	4,325	4,544	219		219	95.2%
4026 Staff & Recruitment	503	1,257	1,051	(206)		(206)	119.6%
Personnel costs :- Indirect Expenditure	199,218	167,968	218,420	50,452	0	50,452	76.9%
Net Expenditure	(199,218)	(167,968)	(218,420)	(50,452)			
<u>102 Office expenses</u>							
1010 Chamber hire	358	515	1,471	956			35.0%
1012 Photocopier use	(2)	1	5	4			24.0%
Office expenses :- Income	356	516	1,476	960			35.0%
4010 Stationery	2,110	1,856	3,018	1,162		1,162	61.5%
4011 Postage	818	166	730	564		564	22.7%
4012 Photocopier	1,948	1,612	1,887	275		275	85.4%
4013 Equipment purchase	229	38	1,156	1,118		1,118	3.3%
4015 Advertisements	686	0	673	673		673	0.0%
4017 Subscriptions	4,227	2,733	3,825	1,092		1,092	71.5%
4018 Telephones	8,841	6,729	7,200	471		471	93.5%
4019 Hire of Community Hall	112	0	270	270		270	0.0%
4021 Hospitality	252	295	420	125		125	70.3%
4023 Training	7,105	8,279	12,628	4,349	2,255	2,094	83.4%
4027 Software	12,120	11,631	12,500	869		869	93.1%
4030 Payroll	1,953	1,404	1,760	356		356	79.8%
4032 Publicity and newsletter	7,560	5,072	7,924	2,852		2,852	64.0%
4038 Computer equipment	3,205	1,273	4,000	2,727		2,727	31.8%
4041 Website	4,624	6,918	5,908	(1,010)	62	(1,072)	118.1%
4043 Protective clothing	1,176	1,199	1,813	614		614	66.2%
4052 Heat, light, power	1,249	784	450	(334)		(334)	174.3%
4055 Alarm	93	0	0	0		0	0.0%
4156 Buckingham Centre rent	12,151	10,375	11,000	625		625	94.3%
4225 Rates	2,794	2,794	5,000	2,206		2,206	55.9%
Office expenses :- Indirect Expenditure	73,252	63,159	82,162	19,003	2,317	16,686	79.7%
Net Income over Expenditure	(72,897)	(62,643)	(80,686)	(18,043)			

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Detailed Income & Expenditure by Budget Heading 31/12/2022

Month No: 9

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>103 Councillors</u>							
4020 Mayor's duties	1,827	0	1,891	1,891		1,891	0.0%
4029 Mayor's civic	366	939	1,628	689		689	57.7%
4044 Councillors' mileage / exp.	227	200	518	318		318	38.7%
4045 Councillors' allowance	8,937	0	9,833	9,833		9,833	0.0%
4236 Election costs	1,978	0	2,150	2,150		2,150	0.0%
4269 Councillor training	411	1,965	2,351	386		386	83.6%
Councillors :- Indirect Expenditure	13,746	3,105	18,371	15,266	0	15,266	16.9%
Net Expenditure	(13,746)	(3,105)	(18,371)	(15,266)			
<u>104 Legal requirements</u>							
4014 Audit fees	2,060	2,780	3,500	720		720	79.4%
4016 Legal costs	0	0	2,070	2,070		2,070	0.0%
4022 Insurance	15,063	17,156	19,000	1,844	1,844	0	100.0%
Legal requirements :- Indirect Expenditure	17,123	19,936	24,570	4,634	1,844	2,790	88.6%
Net Expenditure	(17,123)	(19,936)	(24,570)	(4,634)			
<u>120 Long-term grants</u>							
4040 Four Year Grants Awarded	0	18,777	18,777	0		0	100.0%
4077 Old Gaol grant	3,000	0	0	0		0	0.0%
4080 Annual Grants Awarded	0	11,341	11,341	0		0	100.0%
4081 Citizens Advice grant	5,346	0	0	0		0	0.0%
4086 Youth Centre grant	5,200	0	0	0		0	0.0%
Long-term grants :- Indirect Expenditure	13,546	30,118	30,118	0	0	0	100.0%
Net Expenditure	(13,546)	(30,118)	(30,118)	0			
<u>125 Commemorative items</u>							
4501 Civic award	1,138	798	1,050	252		252	76.0%
4504 Remembrance wreath	17	59	27	(32)		(32)	216.7%
4505 Mayor's salver	0	100	265	165		165	37.7%
4506 Bardic gift	0	39	265	226		226	14.8%
Commemorative items :- Indirect Expenditure	1,155	996	1,607	611	0	611	62.0%
Net Expenditure	(1,155)	(996)	(1,607)	(611)			
<u>130 Admin reserves</u>							
1176 Precept	903,930	942,773	942,778	5			100.0%

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Detailed Income & Expenditure by Budget Heading 31/12/2022

Month No: 9

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1190 Interest received	353	5,812	500	(5,312)			1162.5%
Admin reserves :- Income	904,283	948,585	943,278	(5,307)			100.6%
Net Income	904,283	948,585	943,278	(5,307)			
<u>131 Grants</u>							
4087 Annual grants	14,935	0	0	0		0	0.0%
Grants :- Indirect Expenditure	14,935	0	0	0	0	0	
Net Expenditure	(14,935)	0	0	0			
<u>132 Future planning / contingencie</u>							
4500 Future planning / contingencie	7,675	1,732	11,283	9,551	1,618	7,933	29.7%
4503 Covid-19 expenses	2,513	0	0	0		0	0.0%
Future planning / contingencie :- Indirect Expenditure	10,188	1,732	11,283	9,551	1,618	7,933	29.7%
Net Expenditure	(10,188)	(1,732)	(11,283)	(9,551)			
<u>304 Youth Council</u>							
4237 Youth Council budget	0	0	1,551	1,551		1,551	0.0%
4238 Youth Council admin	0	0	103	103		103	0.0%
Youth Council :- Indirect Expenditure	0	0	1,654	1,654	0	1,654	0.0%
Net Expenditure	0	0	(1,654)	(1,654)			
RESOURCES :- Income	904,639	949,102	944,754	(4,348)			100.5%
Expenditure	343,162	287,014	388,185	101,171	5,779	95,392	75.4%
ENVIRONMENT							
<u>201 Environment</u>							
3995 NI Environment	16,956	15,539	17,139	1,600		1,600	90.7%
3996 Pensions ERS Environment	49,786	41,015	47,391	6,376		6,376	86.5%
4004 Salaries environment	203,890	169,373	201,836	32,463		32,463	83.9%
4068 Community Service	0	4,000	11,006	7,006		7,006	36.3%
4112 Environment Equipment	5,131	5,757	9,688	3,931	445	3,486	64.0%
4168 Defibrillators	405	219	518	299		299	42.2%
Environment :- Indirect Expenditure	276,167	235,901	287,578	51,677	445	51,231	82.2%
Net Expenditure	(276,167)	(235,901)	(287,578)	(51,677)			

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Detailed Income & Expenditure by Budget Heading 31/12/2022

Month No: 9

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>202 Roundabouts</u>							
1051 Roundabout no. 1	2,219	2,288	2,288	0			100.0%
1052 Roundabout no. 2	0	1,219	1,219	0			100.0%
1053 Roundabout no. 3	0	333	2,002	1,669			16.6%
1054 Roundabout no. 4	2,530	2,551	2,551	0			100.0%
1056 Roundabout no. 6	2,694	1,386	2,718	1,332			51.0%
1057 Roundabout no. 7	1,374	1,386	1,386	0			100.0%
Roundabouts :- Income	8,817	9,163	12,164	3,001			75.3%
4108 Roundabout	0	2,105	1,366	(739)		(739)	154.1%
Roundabouts :- Indirect Expenditure	0	2,105	1,366	(739)	0	(739)	154.1%
Net Income over Expenditure							
	8,817	7,058	10,798	3,740			
<u>203 Maintenance</u>							
4082 Allotments	2,030	2,101	2,101	0		0	100.0%
Maintenance :- Indirect Expenditure	2,030	2,101	2,101	0	0	0	100.0%
Net Expenditure							
	(2,030)	(2,101)	(2,101)	0			
<u>204 Devolved services expenses</u>							
1017 Devolved services income	20,381	20,992	20,964	(28)			100.1%
Devolved services expenses :- Income	20,381	20,992	20,964	(28)			100.1%
4124 Devolved services	4,010	5,615	7,500	1,885		1,885	74.9%
Devolved services expenses :- Indirect Expenditure	4,010	5,615	7,500	1,885	0	1,885	74.9%
Net Income over Expenditure							
	16,370	15,377	13,464	(1,913)			
<u>205 Grounds maintenance</u>							
4033 Waste disposal	4,739	3,410	3,000	(410)		(410)	113.7%
4035 Machinery	3,047	1,262	2,500	1,238	375	863	65.5%
4036 Fuel (Mower)	860	1,818	1,200	(618)		(618)	151.5%
4037 Sundries	2,022	979	2,606	1,627	88	1,539	40.9%
4063 Vehicle hire and running costs	10,772	11,652	16,884	5,232		5,232	69.0%
Grounds maintenance :- Indirect Expenditure	21,439	19,121	26,190	7,069	463	6,607	74.8%
Net Expenditure							
	(21,439)	(19,121)	(26,190)	(7,069)			
<u>248 Depot</u>							
4013 Equipment purchase	0	2,000	4,070	2,070		2,070	49.1%

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Detailed Income & Expenditure by Budget Heading 31/12/2022

Month No: 9

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4055 Alarm	497	0	431	431		431	0.0%
4225 Rates	4,142	4,142	4,412	270		270	93.9%
4601 Repairs & maintenance fund	581	591	840	249	119	130	84.5%
4602 Electricity	842	1,292	1,000	(292)		(292)	129.2%
4603 Water	398	318	850	532		532	37.4%
Depot :- Indirect Expenditure	6,460	8,341	11,603	3,262	119	3,142	72.9%
Net Expenditure	(6,460)	(8,341)	(11,603)	(3,262)			
<u>249 C Meadow toilets & Shopmobilit</u>							
1085 Shopmobility income	90	294	40	(254)			735.0%
C Meadow toilets & Shopmobilit :- Income	90	294	40	(254)			735.0%
4602 Electricity	0	0	518	518		518	0.0%
4603 Water	0	0	518	518		518	0.0%
4608 Shopmobility	561	187	1,077	890	6	883	18.0%
4612 Contractor charge	9,579	7,838	9,600	1,762		1,762	81.6%
4709 MAINTENANCE	871	564	539	(25)		(25)	104.6%
C Meadow toilets & Shopmobilit :- Indirect Expenditure	11,011	8,589	12,252	3,663	6	3,657	70.1%
Net Income over Expenditure	(10,921)	(8,295)	(12,212)	(3,917)			
<u>250 Lace Hill</u>							
1026 Lace Hill Community Centre	38,097	27,762	45,929	18,167			60.4%
1027 Solar income	0	0	2,000	2,000			0.0%
Lace Hill :- Income	38,097	27,762	47,929	20,167			57.9%
4050 Lace Hill playing fields	2,999	0	500	500		500	0.0%
4118 Solar panels	0	0	362	362		362	0.0%
4158 Lace Hill gas	2,915	2,081	4,202	2,121		2,121	49.5%
4159 Lace Hill electricity	4,206	3,188	1,500	(1,688)		(1,688)	212.5%
4160 Lace Hill water	340	349	300	(49)		(49)	116.5%
4161 Lace Hill repairs & Maintenanc	4,295	3,313	3,707	394	333	61	98.3%
4162 Lace Hill contractor charge	3,392	4,305	6,800	2,495	185	2,310	66.0%
4163 Lace Hill alarm	495	0	0	0		0	0.0%
4164 Lace Hill equipment	2,528	354	3,717	3,363		3,363	9.5%
4225 Rates	9,731	9,731	10,072	342		342	96.6%
Lace Hill :- Indirect Expenditure	30,902	23,321	31,160	7,839	518	7,321	76.5%
Net Income over Expenditure	7,195	4,442	16,769	12,327			

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Detailed Income & Expenditure by Budget Heading 31/12/2022

Month No: 9

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>251 Chandos Park</u>							
1030 Bowls income	572	592	592	0			100.0%
1035 TENNIS COURT RENT	651	0	674	674			0.0%
Chandos Park :- Income	1,223	592	1,266	674			46.8%
4601 Repairs & maintenance fund	965	2,590	3,570	980		980	72.5%
4602 Electricity	852	1,098	539	(559)		(559)	203.7%
4603 Water	1,180	1,427	1,346	(81)		(81)	106.0%
4606 Bowls Club Maintenance	0	1,238	2,000	762	3	759	62.1%
Chandos Park :- Indirect Expenditure	2,998	6,353	7,455	1,102	3	1,099	85.3%
Net Income over Expenditure	(1,775)	(5,761)	(6,189)	(428)			
<u>252 Bourton Park</u>							
4601 Repairs & maintenance fund	6,777	6,802	7,839	1,037	280	757	90.3%
Bourton Park :- Indirect Expenditure	6,777	6,802	7,839	1,037	280	757	90.3%
Net Expenditure	(6,777)	(6,802)	(7,839)	(1,037)			
<u>253 Cemeteries</u>							
1010 Chamber hire	0	(10)	0	10			0.0%
1041 Burial fees	24,285	15,110	24,000	8,890			63.0%
Cemeteries :- Income	24,285	15,100	24,000	8,900			62.9%
4225 Rates	469	539	500	(39)		(39)	107.8%
4265 New cemetery maintenance	7,885	0	3,500	3,500		3,500	0.0%
4601 Repairs & maintenance fund	3,028	1,359	4,198	2,839	2,841	(1)	100.0%
4602 Electricity	148	212	250	38		38	85.0%
4617 Memorial testing	0	0	2,156	2,156		2,156	0.0%
4619 New cemetery repayments	0	20,683	58,647	37,964		37,964	35.3%
4620 Expenses for burial duties	4,626	3,292	5,175	1,883		1,883	63.6%
Cemeteries :- Indirect Expenditure	16,155	26,085	74,426	48,341	2,841	45,500	38.9%
Net Income over Expenditure	8,130	(10,985)	(50,426)	(39,441)			
<u>254 Chandos Park toilets</u>							
4612 Contractor charge	9,579	7,898	10,736	2,838		2,838	73.6%
4709 MAINTENANCE	1,332	1,112	1,077	(35)		(35)	103.2%
Chandos Park toilets :- Indirect Expenditure	10,911	9,010	11,813	2,803	0	2,803	76.3%
Net Expenditure	(10,911)	(9,010)	(11,813)	(2,803)			

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Detailed Income & Expenditure by Budget Heading 31/12/2022

Month No: 9

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>255 Railway Walk & Castle Hill</u>							
1039 Community Funding H.O.B.	0	3,000	0	(3,000)			0.0%
1040 Donations Received	0	600	0	(600)			0.0%
Railway Walk & Castle Hill :- Income	0	3,600	0	(3,600)			
4120 Friends of Groups	402	175	1,077	902	5,100	(4,198)	489.8%
4709 MAINTENANCE	0	236	1,035	799		799	22.8%
Railway Walk & Castle Hill :- Indirect Expenditure	402	411	2,112	1,701	5,100	(3,399)	261.0%
Net Income over Expenditure							
	(402)	3,189	(2,112)	(5,301)			
<u>256 Storage Premises</u>							
4066 Grenville garage rent	599	498	722	224		224	69.0%
Storage Premises :- Indirect Expenditure	599	498	722	224	0	224	69.0%
Net Expenditure							
	(599)	(498)	(722)	(224)			
<u>258 Cemetery Lodge</u>							
1061 Cemetery Lodge rental income	9,976	6,035	11,350	5,315			53.2%
Cemetery Lodge :- Income	9,976	6,035	11,350	5,315			53.2%
4034 PWLB repayments inc. interest	4,702	2,351	4,072	1,721		1,721	57.7%
4609 Cemetery Lodge maintenance	200	104	3,105	3,001		3,001	3.3%
Cemetery Lodge :- Indirect Expenditure	4,902	2,455	7,177	4,722	0	4,722	34.2%
Net Income over Expenditure							
	5,074	3,580	4,173	593			
<u>260 CCTV</u>							
4100 CCTV maintenance	1,748	1,006	3,400	2,394		2,394	29.6%
CCTV :- Indirect Expenditure	1,748	1,006	3,400	2,394	0	2,394	29.6%
Net Expenditure							
	(1,748)	(1,006)	(3,400)	(2,394)			
<u>261 Community Centre</u>							
4085 Structural repairs	0	7,000	7,000	0	567	(567)	108.1%
4091 Chamber	698	1,594	1,051	(543)		(543)	151.7%
Community Centre :- Indirect Expenditure	698	8,594	8,051	(543)	567	(1,110)	113.8%
Net Expenditure							
	(698)	(8,594)	(8,051)	543			

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Detailed Income & Expenditure by Budget Heading 31/12/2022

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Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>262 Parks General</u>							
4101 Seats and bins	163	1,483	1,483	0		0	100.0%
4102 Dog bins	0	0	4,502	4,502	4,350	152	96.6%
4106 Play area maintenance	1,705	1,258	5,266	4,008	199	3,809	27.7%
4122 Tree works	5,430	5,432	17,000	11,568	20	11,548	32.1%
4270 Bridges	1,000	2,066	2,066	0		0	100.0%
4275 Play area replacement fund	0	0	5,000	5,000		5,000	0.0%
4276 Tree wardens	0	258	1,035	777		777	25.0%
Parks General :- Indirect Expenditure	8,298	10,497	36,352	25,855	4,568	21,286	41.4%
Net Expenditure	(8,298)	(10,497)	(36,352)	(25,855)			
ENVIRONMENT :- Income	102,868	83,538	117,713	34,175			71.0%
Expenditure	405,508	376,805	539,097	162,292	14,910	147,382	72.7%
<u>TOWN CENTRE & EVENTS</u>							
<u>301 Town Centre & Events</u>							
1013 Hanging baskets	133	0	431	431			0.0%
1028 Lace Hill events income	513	793	1,077	284			73.6%
1062 Community Fair table income	120	190	215	25			88.4%
1066 Comedy night income	0	0	3,233	3,233			0.0%
1069 Charter fairs income	7,013	7,233	7,189	(44)			100.6%
1091 Events Sponsorship Income	0	360	0	(360)			0.0%
Town Centre & Events :- Income	7,780	8,575	12,145	3,570			70.6%
3997 NI TC&E	3,267	2,541	5,400	2,859		2,859	47.1%
3998 Pensions ERS TC&E	13,327	11,363	13,696	2,334		2,334	83.0%
3999 Salaries TC&E	51,702	46,497	74,340	27,843		27,843	62.5%
4042 Events equipment	308	250	1,000	750		750	25.0%
4079 Fair Trade Promotion	100	0	0	0		0	0.0%
4094 Youth project	3,055	3,030	3,152	122		122	96.1%
4104 Town in Bloom	11,195	8,718	10,000	1,282		1,282	87.2%
4107 Pride of Place	0	47	270	223		223	17.4%
4115 River rinse	396	360	431	71		71	83.5%
4166 Lace Hill events	321	1,934	2,541	607		607	76.1%
4201 Christmas lights	12,087	11,667	11,856	189		189	98.4%
4202 Firework display	5,238	5,390	5,800	410		410	92.9%
4203 Community fair	221	258	431	173		173	59.8%
4205 Christmas parade	3,924	3,038	4,098	1,060	1,060	0	100.0%
4207 Remembrance parade	0	1,018	1,000	(18)		(18)	101.8%
4208 Spring Fair	0	297	526	229		229	56.5%

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Detailed Income & Expenditure by Budget Heading 31/12/2022

Month No: 9

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4210 Pancake Race	63	0	84	84		84	0.0%
4211 Band Jam	3,511	3,772	4,023	251	259	(7)	100.2%
4212 Christmas lights switch on	2,314	2,348	2,627	279		279	89.4%
4213 Dog show	469	310	620	310		310	50.0%
4216 May Day event	0	0	53	53		53	0.0%
4220 Music in the Market	3,753	4,080	4,403	323	330	(7)	100.2%
4230 Scout Parade	0	0	53	53		53	0.0%
4241 Comedy Night expenditure	0	0	3,233	3,233		3,233	0.0%
4243 Charter Fairs	3,794	3,722	4,375	653		653	85.1%
4260 Twinning	2,008	0	2,101	2,101		2,101	0.0%
Town Centre & Events :- Indirect Expenditure	121,055	110,639	156,113	45,474	1,649	43,825	71.9%
Net Income over Expenditure	(113,275)	(102,064)	(143,968)	(41,904)			
<u>302 Street markets</u>							
1005 Street markets	21,378	14,344	16,000	1,656			89.7%
1006 Flea market	4,890	4,135	3,623	(512)			114.1%
Street markets :- Income	26,268	18,479	19,623	1,144			94.2%
4017 Subscriptions	369	384	473	89		89	81.2%
4225 Rates	2,121	2,121	2,700	579		579	78.5%
4234 Market Entertainment	0	950	950	0		0	100.0%
4235 Market infrastructure & Promot	1,236	982	1,576	594		594	62.3%
Street markets :- Indirect Expenditure	3,726	4,436	5,699	1,263	0	1,263	77.8%
Net Income over Expenditure	22,542	14,043	13,924	(119)			
<u>303 Special events</u>							
1020 Food fair income	630	0	539	539			0.0%
1083 Fringe income	2,109	25	2,109	2,084			1.2%
1090 Theatre Production	0	2,488	4,200	1,713			59.2%
Special events :- Income	2,739	2,513	6,848	4,336			36.7%
4221 Fringe	5,115	4,562	6,600	2,038		2,038	69.1%
4222 Theatre Production	0	3,923	4,200	278		278	93.4%
4242 Food fair	316	0	539	539	289	250	53.6%
4244 Flags	618	233	830	597		597	28.0%
4273 One-off events	294	97	1,035	938		938	9.4%
4278 Celebrate Buckingham Day	1,650	1,757	1,800	43		43	97.6%
Special events :- Indirect Expenditure	7,992	10,572	15,004	4,432	289	4,144	72.4%
Net Income over Expenditure	(5,253)	(8,059)	(8,156)	(97)			

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Detailed Income & Expenditure by Budget Heading 31/12/2022

Month No: 9

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>305 Tourist Information Centre</u>							
1084 TIC income	12,588	7,421	10,885	3,464			68.2%
Tourist Information Centre :- Income	12,588	7,421	10,885	3,464			68.2%
4253 TIC tickets & produce	12,979	7,052	9,185	2,133		2,133	76.8%
4255 Heritage app expenditure	2,145	0	776	776		776	0.0%
4274 Tourism website	252	223	1,035	812		812	21.5%
Tourist Information Centre :- Indirect Expenditure	15,376	7,275	10,996	3,721	0	3,721	66.2%
Net Income over Expenditure							
	(2,788)	146	(111)	(257)			
<u>306 Accessibility</u>							
4254 Accessibility Costs	0	0	2,070	2,070		2,070	0.0%
4266 Accessibility Costs	0	0	531	531		531	0.0%
Accessibility :- Indirect Expenditure	0	0	2,601	2,601	0	2,601	0.0%
Net Expenditure							
	0	0	(2,601)	(2,601)			
TOWN CENTRE & EVENTS :- Income	49,375	36,988	49,501	12,513			74.7%
Expenditure	148,149	132,923	190,413	57,490	1,937	55,553	70.8%
PLANNING							
<u>601 Planning</u>							
3992 Salaries Planning	31,849	25,898	31,877	5,979		5,979	81.2%
3993 NI Planning	1,936	1,790	2,116	326		326	84.6%
3994 Pensions ERS Planning	3,062	2,492	4,192	1,700		1,700	59.5%
4624 Neighbourhood Plan	0	59	2,070	2,011		2,011	2.9%
Planning :- Indirect Expenditure	36,847	30,240	40,255	10,015	0	10,015	75.1%
Net Expenditure							
	(36,847)	(30,240)	(40,255)	(10,015)			
PLANNING :- Income	0	0	0	0			0.0%
Expenditure	36,847	30,240	40,255	10,015	0	10,015	75.1%
EARMARKED RESERVES							
<u>901 Ear-marked reserves</u>							
9001 Youth Council	0	0	2,015	2,015		2,015	0.0%
9002 Cemetery development	71,073	45,491	56,460	10,969		10,969	80.6%
9003 Legal Costs	0	0	2,000	2,000		2,000	0.0%
9004 Solar panels at Lace Hill	22,047	0	6,379	6,379		6,379	0.0%
9005 Website	0	0	4,000	4,000		4,000	0.0%

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Detailed Income & Expenditure by Budget Heading 31/12/2022

Month No: 9

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
9006 Speedwatch	0	0	598	598		598	0.0%
9010 Flood relief fund	0	0	826	826		826	0.0%
9011 War memorial	0	0	500	500		500	0.0%
9012 Christmas lights	0	1,370	2,279	909		909	60.1%
9013 Youth projects	0	0	3,000	3,000		3,000	0.0%
9015 Charter fairs	0	330	5,471	5,141		5,141	6.0%
9025 Play area replacement	(15,752)	15,726	64,379	48,653		48,653	24.4%
9027 Green Buckingham	0	35	226	191		191	15.4%
9029 Circular Walk	0	0	5,399	5,399		5,399	0.0%
9030 Tourism leaflets	0	0	2,404	2,404		2,404	0.0%
9035 Parks Development	0	15,986	21,405	5,419	2,230	3,189	85.1%
9036 Election costs	5,594	0	0	0		0	0.0%
9040 Park run	0	0	89	89		89	0.0%
9045 Access for All	0	0	251	251		251	0.0%
9048 Buckingham Action Group	1,302	0	0	0		0	0.0%
9049 Neighbourhood Plan	0	0	22,000	22,000		22,000	0.0%
9050 Bridge Repairs	20,509	20,555	40,450	19,895	19,895	(0)	100.0%
9051 Office development / furniture	5,828	4,476	6,172	1,696		1,696	72.5%
9052 Depot equipment	0	0	15,000	15,000		15,000	0.0%
9053 AEDs	0	0	555	555		555	0.0%
9054 Lace Hil repairs & Maintenance	0	0	25,000	25,000		25,000	0.0%
9055 River rinse	0	0	250	250		250	0.0%
9057 Cemetery Lodge repairs	0	4,820	10,000	5,180		5,180	48.2%
9058 Bowls Club Pavillion repairs	0	7,230	8,000	770		770	90.4%
9059 Making good / boundary repairs	0	0	45,000	45,000		45,000	0.0%
9060 River Wardens	1,575	0	0	0		0	0.0%
9061 Covid bounce back events	7,574	0	906	906		906	0.0%
9062 Grants	0	0	2,280	2,280		2,280	0.0%
9063 Twinning	1,639	0	361	361		361	0.0%
9064 Holocaust memorial	1,000	0	0	0		0	0.0%
9065 Purchase cemetery & allotment	0	0	87,000	87,000		87,000	0.0%
9066 Swan Sculpture Project	(1,474)	6,872	1,474	(5,398)		(5,398)	466.2%
9067 Training	0	0	2,000	2,000		2,000	0.0%
9068 Insurance	0	2,195	2,937	742		742	74.7%
9069 Computer Equipment	0	0	1,000	1,000		1,000	0.0%
9070 Rates	0	0	1,706	1,706		1,706	0.0%
9071 Community Service	0	0	2,769	2,769		2,769	0.0%
9072 One Off Events	0	632	1,000	368		368	63.2%
9073 Tourism Events	0	0	700	700		700	0.0%
9074 Accessibility	0	0	2,513	2,513		2,513	0.0%
9075 Recruitment	0	0	1,000	1,000		1,000	0.0%
Ear-marked reserves :- Indirect Expenditure	120,914	125,718	457,754	332,036	22,125	309,911	32.3%
Net Expenditure	(120,914)	(125,718)	(457,754)	(332,036)			
EARMARKED RESERVES :- Income	0	0	0	0			0.0%
Expenditure	120,914	125,718	457,754	332,036	22,125	309,911	32.3%

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Detailed Income & Expenditure by Budget Heading 31/12/2022

Month No: 9

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	1,056,882	1,069,627	1,111,968	42,341			96.2%
Expenditure	1,054,580	952,699	1,615,704	663,005	44,752	618,253	61.7%
Net Income over Expenditure	2,302	116,928	(503,736)	(620,664)			
Movement to/(from) Gen Reserve	2,302	116,928					

Summary Income & Expenditure by Budget Heading 31/12/2022

Month No: 9

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>RESOURCES</u>							
Income	904,639	949,092	944,754	(4,338)			100.5%
Expenditure	343,162	287,014	388,185	101,171	5,921	95,250	75.5%
Net Income over Expenditure	<u>561,477</u>	<u>662,078</u>					
plus Transfer from EMR	0	0					
Movement to/(from) Gen Reserve	<u>561,477</u>	<u>662,078</u>					
<u>ENVIRONMENT</u>							
Income	102,868	83,548	117,713	34,165			71.0%
Expenditure	405,508	376,805	539,097	162,292	14,910	147,382	72.7%
Movement to/(from) Gen Reserve	<u>(302,640)</u>	<u>(293,257)</u>					
<u>TOWN CENTRE & EVENTS</u>							
Income	49,375	36,988	49,501	12,513			74.7%
Expenditure	148,149	132,923	190,413	57,490	1,937	55,553	70.8%
Movement to/(from) Gen Reserve	<u>(98,774)</u>	<u>(95,935)</u>					
<u>PARTNERSHIPS</u>							
Income	0	0	0	0			0.0%
Expenditure	0	0	0	0	0	0	0.0%
Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>					
<u>PLANNING</u>							
Income	0	0	0	0			0.0%
Expenditure	36,847	30,240	40,255	10,015	0	10,015	75.1%
Movement to/(from) Gen Reserve	<u>(36,847)</u>	<u>(30,240)</u>					
<u>EARMARKED RESERVES</u>							
Income	0	0	0	0			0.0%
Expenditure	120,914	125,718	457,754	332,036	22,125	309,911	32.3%
Movement to/(from) Gen Reserve	<u>(120,914)</u>	<u>(125,718)</u>					

Summary Income & Expenditure by Budget Heading 31/12/2022

Month No: 9

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	1,056,882	1,069,627	1,111,968	42,341			96.2%
Expenditure	1,054,580	952,699	1,615,704	663,005	44,893	618,112	61.7%
Net Income over Expenditure	<u>2,302</u>	<u>116,928</u>	<u>(503,736)</u>	<u>(620,664)</u>			
plus Transfer from EMR	0	0					
Movement to/(from) Gen Reserve	<u>2,302</u>	<u>116,928</u>					

Bought Ledger 1 for Month No 8

Order by Supplier A/c

Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
07/11/2022	3685		A HICKFORD LIGHTING	A007	2,791.67	558.33	3,350.00	4243	301	2,791.67	bollard sign and removal
12/11/2022	11262030		ANGLIAN WATER	A015	65.86	4.86	70.72	4603	248	65.86	aug-nov unit 12
15/11/2022	11272899		ANGLIAN WATER	A015	39.44	2.25	41.69	4603	248	39.44	aug - nov unit 17
15/11/2022	11272907		ANGLIAN WATER	A015	115.38	9.75	125.13	4160	250	115.38	aug - nov LH
06/11/2022	297697501		ANGLIAN WATER	A015	267.27	0.00	267.27	4603	251	267.27	CP Aug - Nov
28/11/2022	24014		AMBIVENT	A020	146.25	29.25	175.50	4202	250	146.25	electrical works LH
30/11/2022	24046		AMBIVENT	A020	156.00	31.20	187.20	4161	250	156.00	ingnition transformer boiler
25/11/2022	A3639		ALR TRAINING	A023	100.00	20.00	120.00	4205	301	100.00	first aid xmas parade
03/11/2022	125187031-2022-		AMAZON	A035	31.66	6.33	37.99	4500	132	31.66	Top Hat
13/11/2022	131042741-2022-		AMAZON	A035	21.58	4.32	25.90	4013	102	21.58	retro mobile handset
09/11/2022	179993431-2022-		AMAZON	A035	134.98	27.00	161.98	4042	301	134.98	walkie talkie set
04/11/2022	410136055-2022-		AMAZON	A035	12.99	2.60	15.59	4112	201	12.99	light timer
04/11/2022	871749605-2022-		AMAZON	A035	41.63	8.32	49.95	4601	248	41.63	oil filled radiator
16/11/2022	1043978625-2022-		AMAZON	A035	4.95	0.99	5.94	4112	201	4.95	locktite
06/11/2022	1044144995-2022-		AMAZON	A035	11.23	2.25	13.48	4112	201	11.23	screwdriver heads
04/11/2022	1131536535-2022-		AMAZON	A035	3.38	0.68	4.06	4112	201	3.38	cupboard handle
04/11/2022	1270998435-2022-		AMAZON	A035	21.23	4.25	25.48	4063	205	21.23	wing mirror indicator cover
25/11/2022	1371254635-2022-		AMAZON	A035	13.79	2.76	16.55	4013	102	13.79	cable cover for floor
02/11/2022	1527073935-2022-		AMAZON	A035	15.66	3.13	18.79	4112	201	15.66	LED Torch
25/11/2022	1836270035-2022-		AMAZON	A035	24.99	5.00	29.99	4038	102	24.99	extension leads
01/11/2022	GB26V9PNLAEUI		AMAZON	A035	7.92	1.58	9.50	4112	201	7.92	pocket tape
04/11/2022	GB26VXR03AEUI		AMAZON	A035	18.91	3.78	22.69	4601	248	18.91	socket, extension lead
25/11/2022	GB27KOTKJAEUI		AMAZON	A035	5.16	1.03	6.19	4201	301	5.16	timer switch
07/11/2022	70354		ABBOT FIRE	A054	323.63	64.73	388.36	4709	249	323.63	shop mob fire extinq
01/11/2022	4703		AB DESIGN	A062	300.00	60.00	360.00	4601	252	300.00	bridge repairs
04/11/2022	4154		BALC	B001	25.00	0.00	25.00	4269	103	25.00	climate conference - AS
04/11/2022	4160		BALC	B001	25.00	0.00	25.00	4269	103	25.00	climate conference - MG
09/11/2022	2205048646		BUCKS COUNCIL	B006	278.47	55.69	334.16	4112	201	278.47	replacement dog bin

Bought Ledger 1 for Month No 8

Order by Supplier A/c

Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
01/11/2022	53394CI		BUILDBASE	B013	45.49	9.10	54.59	4112	201	45.49	hammerite
16/11/2022	54551		BUILDBASE	B013	29.20	5.84	35.04	4161	250	29.20	paint, polyfilla
16/11/2022	156813		BUCKINGHAM NURSERIES	B025	87.38	17.48	104.86	4122	262	87.38	acer, stake, compost,ties
02/11/2022	322308		BROWNS	B031	2.67	0.53	3.20	4037	205	2.67	ry-tie
04/11/2022	322379		BROWNS	B031	13.21	2.64	15.85	4037	205	13.21	gloves, bolt barrel
29/11/2022	322901		BROWNS	B031	410.00	82.00	492.00	4035	205	410.00	blower electrostat
23/11/2022	2022/53/BTC		BLACK DOG DESIGN	B038	1,239.00	99.00	1,338.00	4032	102	1,239.00	BTM
01/11/2022	217134		BCQ	B052	40.00	8.00	48.00	4504	125	40.00	wreath sticker inserts x 2
30/11/2022	255		CORINAS PARTIES	C008	30.00	0.00	30.00	4234	302	30.00	ELF COSTUME HIRE
07/11/2022	00226		CASSIA CHLOE	C014	650.00	0.00	650.00	4202	301	650.00	performance Fireworks
01/11/2022	7592		COX	C041	261.00	52.20	313.20	4620	253	261.00	topsoil
30/11/2022	2022		CHRISTMAS	C045	2,897.64	0.00	2,897.64	4205	301	2,897.64	Christmas Parade 2022
01/11/2022	36817		CPD	C058	397.00	79.40	476.40	4063	205	397.00	powdercoated tailboard
04/11/2022	2747		CLOUDY IT	C073	905.60	181.12	1,086.72	4027	102	905.60	monthly hosting
30/11/2022	3032		CLOUDY IT	C073	905.60	181.12	1,086.72	4027	102	905.60	monthly hosting
11/11/2022	1827		DIGITAL BARIERS	D018	450.00	90.00	540.00	4100	260	450.00	airtime renewal
01/11/2022	KI-C15764D-005		E-ON	E006	212.13	42.42	254.55	4159	250	212.13	aug 22
01/11/2022	KI-C151764D-0006		E-ON	E006	364.67	72.94	437.61	4159	250	364.67	sept 22
01/11/2022	KI-C151764D-0007		E-ON	E006	777.72	155.54	933.26	4159	250	777.72	oct 22
01/11/2022	6924798		ESE WORLD LTD	E015	1,287.66	257.53	1,545.19	4101	262	1,077.00	litter bin x 20
								4112	201	210.66	litter bin x 20
30/11/2022	ART IN C PENS		FINDEL EDUCATION	F002	34.81	0.00	34.81	9027	901	29.01	art in the cattle pens
								9027	901	5.80	art in the cattle pens
04/11/2022	2679		FIRE TRAINING	F008	320.00	64.00	384.00	4023	102	320.00	fire warden training x IS, SH
23/11/2022	554110		FORD LEASE	F051	-60.00	0.00	-60.00	4063	205	-60.00	Credit kw19 ndd
16/11/2022	17113636		FORD LEASE	F051	365.49	73.10	438.59	4063	205	365.49	kw19ndd
25/11/2022	500		FABRICHINE	F058	1,082.00	216.40	1,298.40	4063	205	1,082.00	ratchet strap hooks, steps,
01/11/2022	24056		GANDERTON	G008	434.93	86.98	521.91	4063	205	340.29	fuel
								4036	205	94.64	mower/mach fuel

Bought Ledger 1 for Month No 8

Order by Supplier A/c

Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
15/11/2022	XMASLIGHTS		GREAT HORWOOD	G019	100.00	0.00	100.00	4212	301	100.00	Silver band
01/11/2022	4247		GREENFLOW	G020	30.41	6.08	36.49	4612	254	30.41	auto flush service
25/11/2022	INV38		G AND T MIXERS	G026	300.00	0.00	300.00	4202	301	300.00	PA at Bonfire & Fireworks 22
01/11/2022	732480		GRUNDON	G050	196.22	39.24	235.46	4033	205	196.22	wheelie bin depot
01/11/2022	732481		GRUNDON	G050	120.93	24.19	145.12	4033	205	120.93	wheelie bin LH
08/11/2022	19421		HERON	H009	130.00	26.00	156.00	4063	205	130.00	signage Isuzu
29/11/2022	12434		HEALTH	H011	1,741.67	348.33	2,090.00	4612	254	870.83	toilet maint
								4612	249	870.84	toilet maint
14/11/2022	154542		JANITORIAL DIRECT	J013	259.68	51.95	311.63	4164	250	199.87	cleaning supplies
								4037	205	59.81	cleaning supplies
28/11/2022	NOV 22		JACKSON	J014	48.00	0.00	48.00	4253	305	48.00	honey x 12 jars
30/11/2022	495		KEEP BRITAIN TIDY	K007	339.00	67.80	406.80	4601	252	339.00	green flag award app 22/23
04/11/2022	1068289		MAINSTREAM	M061	60.90	12.18	73.08	4018	102	60.90	816801
04/11/2022	1068290		MAINSTREAM	M061	99.15	19.83	118.98	4018	102	99.15	816801
04/11/2022	1068291		MAINSTREAM	M061	57.90	11.58	69.48	4018	102	57.90	812872
04/11/2022	1068292		MAINSTREAM	M061	66.15	13.23	79.38	4018	102	66.15	812872
18/11/2022	234142		NATIONAL EXPRESS	N023	154.01	0.00	154.01	4253	305	154.01	national express tickets
30/11/2022	234641		NATIONAL EXPRESS	N023	58.49	0.00	58.49	4253	305	58.49	national express tickets
22/11/2022	47623		PHILLIPS PRINT	P006	146.92	29.38	176.30	4234	302	50.00	Buck Festival Trail
								4273	303	96.92	Buck Festival Trail
04/11/2022	122706		PARAGON	P008	45.50	9.10	54.60	4037	205	37.50	screws. padlock,
								4161	250	8.00	paint roller
04/11/2022	122770		PARAGON	P008	206.90	41.38	248.28	4620	253	206.90	digger hire
14/11/2022	122911		PARAGON	P008	614.20	122.84	737.04	4202	301	614.20	tower lights & fuel
14/11/2022	122912		PARAGON	P008	27.00	5.40	32.40	4202	301	27.00	security fencing
03/11/2022	14013069		PLANTSCAPE	P014	2,914.00	582.80	3,496.80	4104	301	2,914.00	winter planters
09/11/2022	564		PSS LIVE	P018	1,350.00	160.00	1,510.00	4023	102	1,350.00	Inspector training & exam
08/11/2022	2117		PRESTON BISSET	P021	981.25	196.25	1,177.50	4104	301	981.25	winter hanging baskets
01/11/2022	141440		PAYROLL OPTIONS	P057	128.94	25.79	154.73	4030	102	128.94	monthly payroll

Bought Ledger 1 for Month No 8

Order by Supplier A/c

Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
01/11/2022	2022		RBL	R002	18.50	0.00	18.50	4504	125	18.50	poppy wreath
08/11/2022	208199-1		SLCC	S005	35.00	7.00	42.00	4023	102	35.00	planning reforms webinar KMc
26/11/2022	5119		SURE2DOOR	S010	466.62	93.32	559.94	4032	102	466.62	BTM Delivery
01/11/2022	371882597/0013		SSE	S019	55.21	2.76	57.97	4602	248	55.21	sept-oct unit 17
14/11/2022	561897163/0001		SSE	S019	159.86	7.99	167.85	4052	102	159.86	feeder pillar oct - nov
01/11/2022	701899037/0001		SSE	S019	137.47	6.87	144.34	4602	251	137.47	CP Toilets oct-nov 22
16/11/2022	16/11		SUZY SMITH	S036	150.00	0.00	150.00	4166	301	150.00	LH Winter Fair Ent
18/11/2022	466		STRAWBERRY	S056	910.00	0.00	910.00	4212	301	910.00	stage,sound,marquee etc
01/11/2022	BT311022		STEWKLEY	S057	527.30	0.00	527.30	4124	204	527.30	mowing
03/11/2022	2022-8277		TURTLE ENGINEERING	T006	124.98	25.00	149.98	4168	201	124.98	heater, hydrostat
01/11/2022	AFW534		TRAVIS	T010	48.66	9.73	58.39	4112	201	48.66	trousers
01/11/2022	AFW711		TRAVIS	T010	6.45	1.29	7.74	4037	205	6.45	brushes
01/11/2022	AFX005		TRAVIS	T010	25.60	5.12	30.72	4601	252	25.60	postcrete
01/11/2022	AFX047		TRAVIS	T010	12.80	2.56	15.36	4601	252	12.80	postcrete
01/11/2022	AFX125		TRAVIS	T010	19.89	3.98	23.87	4112	201	19.89	redwood timber
25/11/2022	2474		TITANIUM	T053	3,587.50	717.50	4,305.00	4202	301	3,587.50	2474/10112145/Firework display
09/11/2022	3304		TS ELECTRICAL	T067	1,500.00	300.00	1,800.00	4709	254	360.00	CP toilets electrical works
								4601	251	1,140.00	CP toilets electrical works
01/11/2022	9473753		VIKING DIRECT	V001	70.11	14.02	84.13	4010	102	68.23	9473753/10112176/Stationery
								4010	102	1.88	stat
07/11/2022	9515353		VIKING DIRECT	V001	37.33	7.47	44.80	4010	102	36.35	9515353/10112182/Stationery
								4010	102	0.98	sta
14/11/2022	9558109		VIKING DIRECT	V001	50.63	10.13	60.76	4010	102	49.15	9558109/10112193/Stationery
								4010	102	1.48	stat
10/11/2022	9600219		VIKING DIRECT	V001	124.90	24.98	149.88	4010	102	122.34	9600219/10112198/Stationery
								4010	102	2.56	stat
10/11/2022	10677		WGS	W013	5,950.00	1,190.00	7,140.00	4201	301	5,950.00	xmas light install

Bought Ledger 1 for Month No 8

Order by Supplier A/c

Nominal Ledger Analysis

<u>Invoice Date</u>	<u>Invoice Number</u>	<u>Ref No</u>	<u>Supplier A/c Name</u>	<u>Supplier A/c Code</u>	<u>Net Value</u>	<u>VAT</u>	<u>Invoice Total</u>	<u>A/C</u>	<u>Centre</u>	<u>Amount</u>	<u>Analysis Description</u>
				TOTAL INVOICES	42,383.26	6,910.49	49,293.75			42,383.26	

Bought Ledger 1 for Month No 9

Order by Supplier A/c

Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
01/12/2022	349		COMMUNITY CENTRE	B002	257.95	0.00	257.95	4203	301	257.95	hall hire comm fair
01/12/2022	208605		BREWERS	B005	83.04	16.61	99.65	4601	252	83.04	4 x 9l cuprinol fence paint
31/12/2022	500150149XCR		BUCKS COUNCIL	B006	-420.00	0.00	-420.00	4225	253	-420.00	credit rates overpayment
15/12/2022	323345		BROWNS	B031	5.28	1.06	6.34	4601	253	5.28	split pin
19/12/2022	323433		BROWNS	B031	142.13	28.43	170.56	4037	205	142.13	filters,plug, blade set
23/12/2022	323615		BROWNS	B031	89.96	17.99	107.95	4037	205	86.67	air filter, plug
								4037	205	3.29	air filter, plug
31/12/2022	1824524		BADGEMASTER	B035	21.05	4.21	25.26	4010	102	21.05	4 x council badges
19/12/2022	19/12		BLIND DIMENSIONS	B063	83.33	16.67	100.00	4161	250	83.33	supply & fit blind LH
23/12/2022	73915		CDS GROUP	C007	1,120.00	224.00	1,344.00	9002	901	1,120.00	new cemetery design prep
31/12/2022	445990		CLARITY	C053	348.05	69.61	417.66	4012	102	348.05	copies sep - dec
01/12/2022	2414		CLOUDY IT	C073	905.61	181.12	1,086.73	4027	102	905.61	monthly hosting
31/12/2022	3296		CLOUDY IT	C073	905.60	181.12	1,086.72	4027	102	905.60	monthly hosting
06/12/2022	2427		DJ DOORS	D021	105.00	21.00	126.00	4162	250	105.00	door service LH
01/12/2022	7400000299749		DELL	D022	589.00	117.80	706.80	4038	102	589.00	Dell Laptop Vostro 3525
01/12/2022	7400000299813		DELL	D022	589.00	117.80	706.80	4038	102	589.00	Dell laptop Vostro 3525
15/12/2022	KCR-C151764D-		E-ON	E006	-561.57	-112.31	-673.88	4159	250	-561.57	energy rebate scheme
13/12/2022	KI-C151764D-0009		E-ON	E006	999.35	199.87	1,199.22	4159	250	999.35	nov - dec
09/12/2022	22932ECW		EQUIP 2 CLEAN	E008	31.63	6.32	37.95	4037	205	31.63	pressure washer hose
06/12/2022	17245935		FORD LEASE	F051	94.32	18.86	113.18	4063	205	94.32	hire kw19 ndd
23/12/2022	520		FABRICHINE	F058	500.00	100.00	600.00	4063	205	500.00	remake bottom plates/paint
31/12/2022	24297		GANDERTON	G008	372.50	74.50	447.00	4202	301	16.65	PARAFIN
								4063	205	172.48	FUEL
								4036	205	183.37	FUEL
01/12/2022	13150/2023		GRENKE	G011	89.00	17.80	106.80	4012	102	89.00	equipment protection 2023
01/12/2022	4314		GREENFLOW	G020	30.41	6.08	36.49	4612	254	30.41	Auto flush service
01/12/2022	736958		GRUNDON	G050	145.14	29.03	174.17	4033	205	145.14	wheelie bins depot
01/12/2022	736959		GRUNDON	G050	122.13	24.43	146.56	4033	205	122.13	wheelie bins LH

Bought Ledger 1 for Month No 9

Order by Supplier A/c

Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
31/12/2022	762882		GRUNDON	G050	104.30	20.86	125.16	4033	205	104.30	whellie bins LH
31/12/2022	762883		GRUNDON	G050	172.59	34.52	207.11	4033	205	172.59	wheelie bins depot
01/12/2022	1158		GM UTILITIES	G057	1,180.00	236.00	1,416.00	9035	901	1,180.00	2 months hire safety unit
31/12/2022	12539		HEALTH	H011	1,741.67	348.33	2,090.00	4612	254	870.84	toilet maint
								4612	249	870.83	toilet maint
30/12/2022	1568		IAC	I001	395.00	79.00	474.00	4014	104	395.00	interim audit
31/12/2022	155612		JANITORIAL DIRECT	J013	87.71	17.54	105.25	4037	205	1.60	cleaning supplies
								4161	250	86.11	cleaning supplies
08/12/2022	1071202		MAINSTREAM	M061	75.00	15.00	90.00	4018	102	75.00	msdcare
08/12/2022	1071212		MAINSTREAM	M061	57.90	11.58	69.48	4018	102	57.90	824596
01/12/2022	2450		NATURE SIGN DESIGN	N006	735.00	147.00	882.00	4601	253	735.00	supply & fit Mem bench
31/12/2022	2350852		NATIONAL EXPRESS	N023	64.88	0.00	64.88	4253	305	64.88	national express tickets
01/12/2022	96954		OAKPARK	O060	343.00	68.60	411.60	4162	250	343.00	maint alarm / cctv
01/12/2022	96955		OAKPARK	O060	177.00	35.40	212.40	4162	250	177.00	alarm monitoring
01/12/2022	123275		PARAGON	P008	12.92	2.58	15.50	4037	205	12.92	gloves
01/12/2022	123276		PARAGON	P008	76.83	15.37	92.20	4037	205	13.50	gloves, padlock
								4112	201	63.33	clips, knife, strap
19/12/2022	123653		PARAGON	P008	31.00	6.20	37.20	4601	253	31.00	compacting plate hire
19/12/2022	123654		PARAGON	P008	55.20	11.04	66.24	4601	253	55.20	compacting plate hire
19/12/2022	123655		PARAGON	P008	811.60	162.32	973.92	4620	253	811.60	digger hire
23/12/2022	123802		PARAGON	P008	88.20	17.64	105.84	4161	250	88.20	niftylift cherry picker hire
29/12/2022	123895		PARAGON	P008	27.50	5.50	33.00	4601	252	27.50	compacting plate hire
29/12/2022	124004		PARAGON	P008	14.50	2.90	17.40	4601	253	14.50	padlock
29/12/2022	124005		PARAGON	P008	71.55	14.31	85.86	4161	250	16.00	paintbrushes,sander discs,glov
								4601	253	55.55	paintbrushes,sander discs,glov
01/12/2022	141934		PAYROLL OPTIONS	P057	140.38	28.08	168.46	4030	102	140.38	monthly payroll
29/12/2022	142399		PAYROLL OPTIONS	P057	132.81	26.56	159.37	4030	102	132.81	payroll processing
29/12/2022	208688-1		SLCC	S005	435.00	45.00	480.00	4023	102	435.00	conference Feb 23 CM
08/12/2022	240998-1		SLCC	S005	391.00	0.00	391.00	4023	102	391.00	CM Membership

Bought Ledger 1 for Month No 9

Order by Supplier A/c

Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
23/12/2022	SD513-1		SLCC	S005	309.00	61.80	370.80	4026	101	309.00	gold job advert Aug 22
31/12/2022	77753		SOCIETY OF LONDON	S013	141.00	0.00	141.00	4253	305	141.00	soc of london ticket sales
06/12/2022	701899037/0002		SSE	S019	130.63	6.53	137.16	4602	251	130.63	Chandos toilets nov 22
14/12/2022	2000032282		SABRECUT	S037	10.83	2.16	12.99	4112	201	10.83	orbital sanding back
31/12/2022	1310290148		SCREWFIX	S044	53.17	10.63	63.80	4112	201	53.15	tape,adhesive etc
								4112	201	0.02	tape,adhesive etc
01/12/2022	120675		SUTCLIFFE PLAY	S053	5,067.34	1,013.47	6,080.81	9025	901	5,067.34	Installation and post inspecti
01/12/2022	9684507		VIKING DIRECT	V001	70.14	14.03	84.17	4010	102	68.26	9684507/10112206/Stationery
								4010	102	1.88	stat
01/12/2022	0204548028		VISTAPRINT	V009	79.99	16.00	95.99	4235	302	79.00	banners flea
								4235	302	0.99	banner flea
TOTAL INVOICES					19,932.55	3,837.95	23,770.50			19,932.55	

Buckingham Town Council

Resources Committee

Monday 16th January 2023

Contact Officer: Claire Molyneux, Town Clerk

Proposed Budget and Precept for 2023/2024

1. Recommendations

1.1. That the 2023/24 budget as set out in Appendix D be recommended to Extraordinary Full Council.

1.2. To recommend to Full Council that if the result of the cemetery consultation is positive the Council adopts the budget attached and increases the precept from

£942,773 to £1,234,561 at a cost of £221.29 per Band D household. This is an increase of £45.55 or 25.92% from the current level of £175.74.
OR if the result of the cemetery consultation is negative increases the precept from **£942,773 to £1,164,561 at a cost of £208.74 per Band D household.** This is an increase of £33 or 18.78% from the current level of £175.74.

1.3. To note the current overspend prediction of £11,100.

1.4. To recommend to Full Council a reduction to the ear-marked reserves in order to increase the estimated general reserve to £287,834.

1.5. To agree the recommendation from TC&E Committee (minute 490.1/22):

That Members recommend to the Resources Committee the transfer of £850 from budget **303/4221 Fringe** to **102/4032 Publicity**. This sum is for the production of the Fringe promotional leaflet.

1.6. To agree a request from the Equality, Community Diversity, and Inclusion

Working Group for £150 for the purchase of promotional materials to be added to budget line **102/4013 Equipment Purchase**.

1.7. To recommend to Full Council that the total funding requirement for 2023/24 to be levied on Buckinghamshire Council be set at £1,234,561 OR £1,164,561 if the cemetery consultation is negative.

2. Totals for Recommended Option

	2022/2023		2023/24	
	Budget	Forecast	Proposed Budget	Proposed budget without cemetery
Resources				
Income	£ 1,976	£ 8,605	£ 4,355	£ 4,355
Expenditure	£ 386,531	£ 400,693	£ 466,838	£ 466,838
Total	£ 384,555	£ 392,088	£ 462,483	£ 462,483
	OVERSPEND	-£ 7,533		
Environment				
Income	£ 117,713	£ 106,556	£ 115,276	£ 115,276
Expenditure	£ 539,097	£ 540,459	£ 695,707	£ 625,707
Total	£ 421,384	£ 433,903	£ 580,431	£ 510,431
	OVERSPEND	-£ 12,519		
Town Centre & Events				
Income	£ 49,501	£ 42,166	£ 43,133	£ 43,133
Expenditure	£ 192,067	£ 173,598	£ 189,863	£ 189,863
Total	£ 142,566	£ 131,432	£ 146,729	£ 146,729
	UNDERSPEND	£ 11,134		
Planning				
Income	£ -	£ -	£ -	£ -
Expenditure	£ 40,255	£ 42,436	£ 44,918	£ 44,918
Total	£ 40,255	£ 42,436	£ 44,918	£ 44,918
	OVERSPEND	-£ 2,181		
TOTAL				
Income	£ 169,190	£ 157,327	£ 162,765	£ 162,765
Expenditure	£ 1,157,950	£ 1,157,187	£ 1,397,326	£ 1,327,326
Total	£ 988,760	£ 999,860	£ 1,234,561	£ 1,164,561
	TOTAL OVERSPEND	-£ 11,100.09		

3. Background

- 3.1. 2022/23 has been an extremely difficult year with unprecedented price rises due to inflation and world events. Buckingham Town Council have managed to keep the overspend to £11,100 however the price increases towards the end of this financial year will have a roll-on impact into the next financial year.
- 3.2. At the time of writing this report the Council is consulting the public on a proposal to take out a PWLB loan to fund a new cemetery development. This development will require an increase to the precept of £70,000 should it go ahead. Throughout this report the figures for both options have been presented.
- 3.3. This year, the Council Tax base figure provided by Buckinghamshire council has increased by 214.35 to 5,579.04.

4. Reserves

- 1.1. As of 31 March 2022, coincidentally, both earmarked reserves and general reserves were £370k. As of January 2023, remaining earmarked reserves are £310k and general reserves are estimated at £271k.

- 1.2. The current general reserve is estimated as:

£370k General Reserves as at 31/03/22
 -£88k Was moved from general reserve to Earmarked Reserves for 22/23
-£11k Assumed Overspend for 22/23
 £271k Estimated General Reserves at 31/03/23

- 4.1. The Joint Panel on Accountability and Governance (JPAG) advise that *any authority with Net Revenue Expenditure (NRE) in excess of £200,000 should plan on 3 months equivalent General Reserve, although it is important that each authority adopt, as a General Reserve policy, the level appropriate to their size and situation and plan their Budget so as to ensure that the adopted level is maintained.*¹

- 1.3. At the last precept meeting the Council agreed a policy to keep 4-5 months expenditure in the general reserve. However, with the above changes and the proposed significant expected increase in expenditure the estimated general reserve at the end of this year will be less than three months. It is therefore recommended to make the below changes in order to move more money into the general reserve.

- 1.4. **General reserves** are funds held to meet unexpected expenditure. It is the remaining balance after deducting earmarked reserves and

¹ Joint Panel on Accountability and Governance (JPAG), (2021). Governance and Accountability for Smaller Authorities in England

scheduled/budgeted expenditure from total balances held. **Earmarked reserves** are funds set aside for a particular purpose such as planned capital expenditure; buying or repairing equipment; or saving towards a specific future expenditure (e.g., election costs). It is **NOT** permitted to stockpile earmarked funds without an expectation of it being spent within an agreed timescale, as this may be considered an overcharge on the precept.

1.5. Proposed movement from EMR to General reserve.

Cost Code	Reserve name	Current reserve	Amount to move to general reserve
9004	Solar panels at lace Hill	£6,379	£6,379
9006	Speedwatch	£598	£598
9013	Youth Projects	£3,000	£3,000
9027	Green Buckingham	£191	£191
9045	Access for all	£251	£251
9051	Office Development/Furniture	£1,696	£1,000
9055	River Rinse	£250	£250
9061	Covid Bounce Back Events	£906	£906
9071	Community Service	£2,769	£2,769
9073	Tourism Events	£700	£700
9075	Recruitment	£1,000	£790
	TOTAL		£16,834

5. Other Options

5.1. *Maintain the current charge of £175.74 per band D property and reduce the precept through reducing budgets.*

This would lead to the cemetery project being reduced in scope. In addition the total precept proposed being reduced by £254,100. This level of savings would need to be identified in the proposed budget and would involve extreme cuts to services.

5.2. *Maintain the current charge of £175.74 per band D property and reduce the precept through using the General Reserve.*

As discussed above this is not a sensible option.

5.3. *Make further savings on the current budget*

This budget has been scrutinised by the relevant committees over the last three months and no further cuts have been identified. Where there are no

other factors at play an increase of 5.9% has been assumed. It is not recommended to budget for less than this assumption, as another volatile year could leave the Council dangerously short of funds. This budget runs until March 2024 and with the world situation so unsettled and the general reserve already lower than ideal the Council needs to be prepared.

6. Staffing

- 6.1. The Council has agreed for each committee to report and budget for staffing under one heading. In this way, it is not possible to identify the salaries paid to any individuals. However, the Council's staffing structure, including the salary ranges of each post, are published, in line with the Transparency Code and are shown in on the website. The Town Council pays staff using the National Joint Council for Local Government Services pay scale and agreed annual increases. The agreed inflationary increase for all staff for 2022/23 was a flat £1,925 which was significantly more than budgeted for. An increase of 5.9% has been assumed in 2023/24.
- 6.2. Staff appraisals were carried out by line managers in line with staff contracts during October 2021. Where staff have performed satisfactorily, salaries will rise by one increment point, and by an additional increment point where exemplary performance has been delivered. Staff already at the top of their range are only eligible for an inflationary increase.

Summary 2023 - 2024 Budget

	2022/2023		2023/24	
	Budget	Forecast	Proposed Budget	Proposed budget without cemetery
Resources				
Income	£ 1,976	£ 8,605	£ 4,355	£ 4,355
Expenditure	£ 386,531	£ 400,693	£ 466,838	£ 466,838
Total	£ 384,555	£ 392,088	£ 462,483	£ 462,483
	OVERSPEND	-£ 7,533		
Environment				
Income	£ 117,713	£ 106,556	£ 115,276	£ 115,276
Expenditure	£ 539,097	£ 540,459	£ 695,707	£ 625,707
Total	£ 421,384	£ 433,903	£ 580,431	£ 510,431
	OVERSPEND	-£ 12,519		
Town Centre & Events				
Income	£ 49,501	£ 42,166	£ 43,133	£ 43,133
Expenditure	£ 192,067	£ 173,598	£ 189,863	£ 189,863
Total	£ 142,566	£ 131,432	£ 146,729	£ 146,729
	UNDERSPEND	£ 11,134		
Planning				
Income	£ -	£ -	£ -	£ -
Expenditure	£ 40,255	£ 42,436	£ 44,918	£ 44,918
Total	£ 40,255	£ 42,436	£ 44,918	£ 44,918
	OVERSPEND	-£ 2,181		
TOTAL				
Income	£ 169,190	£ 157,327	£ 162,765	£ 162,765
Expenditure	£ 1,157,950	£ 1,157,187	£ 1,397,326	£ 1,327,326
Total	£ 988,760	£ 999,860	£ 1,234,561	£ 1,164,561
	TOTAL OVERSPEND	-£ 11,100.09		

Budget Code	Cost Centre	Name	Description	Budgeted Expenditure 2022 - 2023	Predicted Expenditure 2022 - 2023	Budgeted Income 2022 - 2023	Predicted income 2022 - 2023	Recommended budgeted expenditure 2023 - 2024	Recommended budgeted income 2023 - 2024	Reason
301	1013	Hanging Baskets income				£ 431	£ 431		£ 456	Agreement in place
301	1028	Lace Hill events income				£ 1,077	£ 800		£ 847	Partners have less to spend, low chance of raising stall fees inline with inflation
301	1029	Good ending fair							£ -	Event no longer planned to take place
301	1062	Community Fair income				£ 215	£ 190		£ 230	Estimated rise in line with inflation
301	1066	Comedy Night income				£ 3,233	£ 1,300		£ 1,500	Reduced as smaller event planned
301	1069	Charter Fairs income				£ 7,189	£ 7,233		£ 7,660	Linked to 3-year RPI. Final figure TBC.
301	1091	Events sponsorship income				£ -	£ 360		£ 50	Aim to secure Pancake Race sponsor
		Events stalls income							£ 800	Sale of pitch fees at Bonfire & Fireworks and Christmas Lights Switch On
301	3997	NI TC&E		£ 5,400	£ 3,271			£ 4,323		Estimate only, subject to national pay negotiations and Government budget
301	3998	Pensions ERS TC&E		£ 13,696	£ 14,166			£ 19,863		Estimate only, subject to national pay negotiations. Staff auto-enrolled
301	3999	Salaries TC&E		£ 74,340	£ 74,340			£ 79,743		Estimate only, subject to national pay negotiations
301	4042	Events equipment		£ 1,000	£ 1,000			£ 1,000		No requirement to increase this budget
301	4094	Youth Projects	Play around the parishes and basketball	£ 3,152	£ 3,030			£ 3,485		Quoted increase higher than inflation plus two additional basketball sessions
301	4104	Town in Bloom	Planters, hanging baskets, Buckingham in Bloom contest	£ 10,000	£ 8,718			£ 9,000		Previously underspent and still in contract for main costs, reducing price rise.
301	4107	Pride of Place	Buckingham in Bloom contest	£ 270	£ 47			£ 60		Actual spend plus inflationary increase
301	4115	River Rinses	x 2	£ 431	£ 360			£ 450		Skip hire - large percentage increase as effected by fuel and waste management costs
		Small events						£ 300		Merged budget lines for Pancake Races, May Day and Scout Parade. Budget for Art events added
301	4166	Lace Hill events	Easter, Summer Fun Day, Halloween and Winter events	£ 2,541	£ 2,540			£ 1,500		Reduced as there will not be an additional Jubilee Event this year.
301	4201	Christmas Lights	Installation, hire, replacements, feeder pillar repairs	£ 11,856	£ 11,667			£ 12,800		High levels of expected price rises
301	4202	Fireworks display		£ 5,800	£ 5,390			£ 6,600		High levels of expected price rises after consulting with provider
301	4203	Community Fair		£ 431	£ 258			£ 490		Based on quoted price rises
301	4205	Christmas Parade		£ 4,098	£ 4,098			£ 5,000		Estimated RPI increase plus additional traffic management costs.
301	4207	Remembrance Parade	Contribution towards screen hire	£ 1,000	£ 1,018			£ 1,030		Screen hire cost likely to rise due to contractor fuel costs. Road closure cost was not budgeted for this year.
301	4208	Spring Fair		£ 526	£ 297			£ 300		Based on previous expenditure
301	4210	Pancake Race		£ 84	£ 84			£ -		Merged budget line with small events
301	4211	BandJam		£ 4,023	£ 4,030			£ 4,462		Estimated RPI increase. Payment towards Music in the Market and BandJam equalised
301	4212	Christmas Lights Switch On		£ 2,627	£ 2,348			£ 3,000		High levels of expected price rises eg stage
301	4213	Dog Show		£ 620	£ 310			£ 700		Last years event cancelled so expenditure unusually low. High levels of expected price rises
		Dog Show income							£ 125	Addition of income line for Dog Show
301	4216	May Day		£ 53	£ -			£ -		Merged budget line with small events
301	4220	Music in the Market		£ 4,403	£ 4,410			£ 4,462		Estimated RPI increase. Payment towards Music in the Market and BandJam equalised
301	4230	Scout Parade		£ 53	£ -			£ -		Merged budget line with small events
301	4241	Comedy Night expenditure		£ 3,233	£ 1,300			£ 1,500		Reduced as smaller event planned
301	4243	Charter Fairs		£ 4,375	£ 3,722			£ 5,500		High level of expected price rises for highways services
301	4260	Twinning		£ 2,101	£ -			£ 65		No events planned this year
302	1005	Street Markets				£ 16,000	£ 16,000		£ 16,944	Estimated RPI increase
302	1006	Flea Markets				£ 3,623	£ 4,300		£ 3,800	Increase to budgeted estimated at slightly below RPI.
302	4017	Subscriptions		£ 473	£ 473			£ 501		Estimated RPI increase
302	4225	Rates		£ 2,700	£ 2,700			£ 2,900		Estimated RPI increase
302	4234	Market entertainment		£ 950	£ 950			£ 950		Held at this years budget
302	4235	Market infrastructure and promotion		£ 1,576	£ 1,576			£ 1,250		Likely reduced expenditure as few items should need replacing this year
303	1020	Food Fair income				£ 539	£ 539		£ 571	Estimated RPI increase
303	1083	Fringe income				£ 2,109	£ 25		£ 200	Fiddle group income + sponsorship
303	1090	Theatre Production	theatre income			£ 4,200	£ 2,488		£ -	Event no longer planned to take place
303	4221	Fringe		£ 6,600	£ 4,562			£ 2,000		Reduced expenditure as moved skate park and comedy event to different budget line. Fringe brochure taken in house and moved to CSG budget
303	4222	Theatre Production	theatre expenses	£ 4,200	£ 3,923			£ -		Event no longer planned to take place
303	4242	Food fair		£ 539	£ 539			£ 600		Increase based on known hire increases
303	4244	Flags		£ 830	£ 830			£ 600		Likely reduced expenditure as few flags should need replacing this year
303	4273	One-off events		£ 1,035	£ 100			£ 1,100		Can be used to boost Coronation event if required.
303	4278	Celebrate Buckingham Day		£ 1,800	£ 1,757			£ 1,800		Detail TBC
		Skate Park income							£ 950	To be used if new skate park built, potential match funding
		Skate Park expenditure						£ 950	£ -	To be used if new skate park built

Town Centre Events Committee Budget 2023 - 2024

304	4237	Youth Council budget	£	1,551	£	-		£	-	Use of £2015 ear marked reserve 901/9001 instead of raising more tax				
304	4238	Youth Council admin	£	103	£	103		£	110	For running costs				
305	1084	TIC income				£	10,885	£	8,500	£	9,000	Realistic minor increase		
305	4253	TIC tickets and produce	£	9,185	£	8,500		£	8,500	Less than RPI based on current high stock levels.				
305	4255	heritage app expenditure	£	776	£	150		£	500	Reduced based on actual expenditure				
305	4274	Tourism website	£	1,035	£	500		£	400	Reduced based on actual expenditure				
306	4254	Accessibility costs	£	2,070	£	-		£	2,070	Held for this year, there is a £2513 ear marked reserve 901/9074 if required				
306	4266	Accessibility costs	£	531	£	531		£	-	Merged budget code into above budget line				
TOTALS			£	192,067	£	173,598	£	49,501	£	42,166	£	189,863	£	43,133
Budget 2022			£	142,566			Budget 2023		£	146,729				
Predicted actual spend 2022			£	131,432			BUDGET increase		£	4,163				
ACTUAL UNDERSPEND			£	11,134			Budget to budget precept percentage increase			2.92%	Actual increase	11.64%		

Budget Code	Cost Centre	Name	Description	Budgeted Expenditure 2022 - 2023	Predicted Expenditure 2022 - 2023	Budgeted Income 2022 - 2023	Predicted Income 2022 - 2023	Recommended budgeted expenditure 2023 - 2024	Recommended budgeted income 2023 - 2024	Reason
201	3995	NI Environment		£ 17,139	£ 20,418			£ 20,582		Estimate only, subject to national pay negotiations and Government budget
201	3996	Pensions ERS Environment		£ 47,391	£ 55,521			£ 57,963		Estimate only, subject to national pay negotiations. Staff auto-enrolled
201	4004	Salaries environment		£ 201,836	£ 225,199			£ 230,926		Estimate only, subject to national pay negotiations
201	4068	Community Service	Community Payback scheme	£ 11,006	£ 4,000			£ -		Agreed to end scheme
201	4112	Environment Equipment	General Environment equipment and sundries	£ 9,688	£ 9,688			£ 10,260		Predicted 5.9% Increase
201	4168	Defibrillators	Service and maintenance of AED's	£ 518	£ 518			£ 518		Can be held
202	1051	Roundabout 1 Sponsorship	Sponsor agreement			£ 2,288	£ 2,288		£ 2,576	Increase of 12.6% (RPI) as per the sponsorship agreements (from budgeted income)
202	1052	Roundabout 2 Sponsorship	Sponsor agreement			£ 1,219	£ 1,219		£ 1,373	Increase of 12.6% (RPI) as per the sponsorship agreements
202	1053	Roundabout 3 Sponsorship	Sponsor agreement			£ 2,002	£ 333		£ 2,254	Increase of 12.6% (RPI) as per the sponsorship agreements
202	1054	Roundabout 4 Sponsorship	Sponsor agreement			£ 2,551	£ 2,551		£ 2,872	Increase of 12.6% (RPI) as per the sponsorship agreements
202	1056	Roundabout 6 Sponsorship	Sponsor agreement			£ 2,718	£ 1,386		£ 3,060	Increase of 12.6% (RPI) as per the sponsorship agreements
202	1057	Roundabout 7 Sponsorship	Sponsor agreement			£ 1,386	£ 1,386		£ 1,561	Increase of 12.6% (RPI) as per the sponsorship agreements
202	4108	Roundabout Expenditure	New and replacement signage	£ 1,366	£ 2,105			£ 2,110		Three new sponsors this year and potential for three more next year
203	4082	Allotments	Fundig for Bourton Road Allotments	£ 2,101	£ 2,101			£ 2,101		Can be held
204	1017	Devolved services income	Buckinghamshire Highways devolved services agreement			£ 20,964	£ 20,992		£ 20,992	No movement on any increase from Buckinghamshire Council
204	4124	Devolved services expenses	Social enterprise grass cutting	£ 7,500	£ 5,600			£ -		Agreed to end scheme
205	4033	Waste disposal	Waste collection for parks and buildings	£ 3,000	£ 5,100			£ 5,610		Increased recycling and increased rubbish collection
205	4035	Machinery	Servicing and replacement Grounds equipment	£ 2,500	£ 2,500			£ 2,650		Predicted 5.9% increase
205	4036	Fuel (Mower)	Fuel for mowers and grounds maintenance equipment	£ 1,200	£ 1,900			£ 2,300		Red diesel no longer available and increase in price
205	4037	Sundries	Grounds maintenance sundries	£ 2,606	£ 2,606			£ 2,750		Predicted 5.9% increase
205	4063	Vehicle hire and running costs	Fuel, servicing and repairs of 3 vehicles	£ 16,884	£ 12,500			£ 7,000		No vehicle hire this year, just running costs for three vehicles and fuel for two vehicles. Some of running cost has gone to electric bill. 10% due to fuel costs
248	4013	Depot Equipment purchase	Equipment and sundries for depot	£ 4,070	£ 4,070			£ 4,070		Electrical work and Welfare to come
248	4055	Depot Alarm	Service and upkeep of alarm system	£ 431	£ 431			£ 500		Slight increase
248	4225	Depot Rates	Business rates	£ 4,412	£ 4,142			£ 4,556		Will rise with Septembers CPI - 10.1%
248	4601	Depot Repairs & maintenance fund	repairs and maintenance of the depot	£ 840	£ 840			£ 900		
248	4602	Depot Electricity	2 electricity supplies 1 for building and one for EV charging	£ 1,000	£ 2,000			£ 2,000		Increased standing charges, electricity costs and additional EV charging. Fixed until Sept 2025
248	4603	Depot Water	Water supply	£ 850	£ 500			£ 550		Previously overbudgeted
249	1085	Shopmobility income	Hire of scooters			£ 40	£ 200		£ 200	Likely to be held
249	4602	Shopmobility Electricity	electric supply	£ 518	£ 518			£ 600		Predicted increase
249	4603	Shopmobility Water	water supply	£ 518	£ 518			£ 600		Predicted Increase
249	4608	Shopmobility expenditure	service of scooters etc.	£ 1,077	£ 1,077			£ 1,250		Predicted 5.9% increase
249	4612	Contractor charge	Toilet cleaning and maintenance	£ 9,600	£ 9,600			£ 10,560		10% predicted
249	4709	Maintenance	Shop mob and toilets	£ 539	£ 565			£ 600		Slight overspend - Predicted increase
250	1026	Lace Hill Community Centre Income	Hall's and pitch hire			£ 45,929	£ 39,000		£ 40,250	This was unrealistically budgeted and the target will not be met. Uplift at 5.9%
250	1027	Solar income	export of un-used electricity			£ 2,000	£ -		£ -	Eon will not even engage in order to change the meter. However only offering around 3p per unit so best case wouldn't make half of what has been budgeted.
250	4050	Lace Hill playing fields	pitch maintenance	£ 500	£ 500			£ 550		Realistic increase
250	4118	Solar panels	panel and system maintenance	£ 362	£ 362			£ 380		Service costs
250	4158	Lace Hill gas	gas supply for heating and hot water	£ 4,202	£ 4,202			£ 4,202		Fixed prices until July 2025
250	4159	Lace Hill electricity	electricity supply	£ 1,500	£ 6,384			£ 7,660		Massively underbudgeted and increased costs. Solar panels have decreased chargeable usage by 2/3rds. However 20% uplift realistic.
250	4160	Lace Hill water	water supply	£ 300	£ 350			£ 385		10% predicted
250	4161	Lace Hill repairs & Maintenance	repairs and maintenance for building	£ 3,707	£ 3,707			£ 3,707		Frozen for this year
250	4162	Lace Hill contractor charge	Planned maintenance costs	£ 6,800	£ 6,800			£ 7,200		Alarm and other servicing costs
250	4163	Lace Hill alarm	maintenance of alarm system	£ -	£ -			£ -	£ -	Move into 4162
250	4164	Lace Hill equipment	supply of equipment and sundries	£ 3,717	£ 3,717			£ 3,000		Planned reduction in costs
250	4225	LH Rates	Business rates	£ 10,072	£ 9,731			£ 10,704		Will rise with Septembers CPI - 10.1%
251	1030	Bowls Club Lease income	Lease agreement			£ 592	£ 592		£ 627	At 5.9 - Subject to rent review

251	1035	Tennis Club Lease income	Lease agreement			£ 674	£ 674		£ 714	At 5.9 - Subject to rent review
251	4601	Repairs & maintenance fund	Chandos Park maintenance	£ 3,570	£ 3,570			£ 3,780		Predicted at 5.9
251	4602	Electricity	Chandos Park toilets electric supply	£ 539	£ 1,600			£ 1,600		Massively underbudgeted for this year. Now fixed until 2025
251	4603	Water	water supply	£ 1,346	£ 2,000			£ 2,120		5.9% increase however this cost is being investigated and will be clarified.
251	4606	Bowls Club Maintenance	bulding maintenance	£ 2,000	£ 2,469			£ 2,120		5.9% on the budgeted as the overspend is due to one of electrical upgrade This is considerably higher than the current rent
252	4601	Bourton Park repairs & maintenance fund	Park maintenace	£ 7,839	£ 7,839			£ 8,300		Predicted 5.9%
253	1041	Burial fees	Cemetery fees income			£ 24,000	£ 24,000		£ 27,050	Uplift of RPI (12.6%).
253	4225	Rates	Business rates	£ 500	£ 959			£ 1,056		Rebate issued but still higher than expected. To be further investigated
253	4265	New cemetery maintenance	New Cemetery maintenance	£ 3,500	£ 3,500			£ 3,500		Planned fencing works as soon as land purchased. To be held.
253	4601	Repairs & maintenance fund	Current Cemetery maintenance	£ 4,198	£ 4,198			£ 4,445		New burial equipment needed - increase by 5.9
253	4602	Electricity	Cemetery electricity supply	£ 250	£ 800			£ 960		20% increase predicted. Contract too small to move supplier.
253	4617	Memorial testing	Testing and repairs of memorials	£ 2,156	£ 2,156			£ 2,156		Costs held
253	4619	New cemetery repayments	Currently budgeted PWLB repayment cost	£ 58,647	£ 22,000			£ 58,647		Current budgeted repayment - was used to pay for new truck
		New cemetery repayments	Proposed PWLB additional increase		£ -			£ 70,000		At public consultation
253	4620	Expenses for burial duties	Burial costs	£ 5,175	£ 5,175			£ 5,510		6.5% rise as costs such as digger hire expected to rise more than 5.9%
254	4612	Chandos Toilets Contractor charge	Cleaning and maintenace	£ 10,736	£ 10,736			£ 11,810		10% contractor increase predicted.
254	4709	Chandos Toilets Maintenance	Building and toilets maintenace	£ 1,077	£ 1,077			£ 1,185		10% increase - as was reduced last year incorrectly
255	1039	COMMUNITY FUNDING	Temporary budget line for funding income			£ -	£ 3,600	£ -	£ -	Heart of Bucks and Waitrose funding (to be spent) will not be repeated.
255	4120	Friends of Groups	Includes insurance	£ 1,077	£ 1,077			£ 1,140		Predicted 5.9% Increase
255	4709	MAINTENANCE	Railway Walk and Castle Hill	£ 1,035	£ 1,035			£ 1,096		Predicted 5.9% Increase
256	4066	Grenville garage rent	Storage of signage and cones etc.	£ 722	£ 722			£ 765		Predicted 5.9%
258	1061	Cemetery Lodge rental income	Rent with management fee taken off			£ 11,350	£ 8,335		£ 11,747	3.5% predicted at this time, but a rent review is ongoing. Some maintenance costs included
258	4034	Cem Lodge PWLB repayments inc. interest	PWLB repayments	£ 4,072	£ 4,702			£ 4,702		Typo on last year's budget. Correct figure is £4702 (and will remain the same)
258	4609	Cemetery Lodge maintenance	Building maincnace cost	£ 3,105	£ 3,105			£ 3,105		Can be held as lots of work work done this year - Some costs have come from 258/1061
260	4100	CCTV maintenance	Mobile unit and fixed cctv data and maintenace costs	£ 3,400	£ 2,500			£ 2,500		Can be reduced.
261	4085	Community Centre Structural repairs	Building maintenace costs	£ 7,000	£ 12,000			£ 15,000		Dependent on fire survey and structural surveys. Overspend predicted if fire engineer report agreed.
261	4091	Chamber	Chamber maintenace costs	£ 1,051	£ 1,051			£ 1,051		Can be held
262	4101	Seats and bins	Repacment and maintenace cost for BTC dog and litter bins around town	£ 1,483	£ 1,550			£ 1,605		Overspend due to need to replace additional Dog bin
262	4102	Dog bins	Bin emptying contract	£ 4,502	£ 4,502			£ 4,660		Predicted increase 5.9%
262	4106	Play area maintenance	Maintenance of all play areas	£ 5,266	£ 5,266			£ 5,450		Predicted increase 5.9%
262	4122	Tree works	Tree works budget for all BTC areas	£ 17,000	£ 17,000			£ 17,600		Predicted increase 5.9%
262	4270	Bridges	Bourton Park Bridge repairs	£ 2,066	£ 2,066			£ 45,000		Budget for cost of removing Bridge 2. Estimate only
262	4275	Play area replacement fund	Play area replacement budget to be put into reserve fund	£ 5,000	£ 5,000			£ 5,000		Budget straight to to EMR
262	4276	Tree wardens	To fund tree warden activities	£ 1,035	£ 1,035			£ 1,100		Predicted 5.9% increase

TOTALS £ 539,097 £ 540,459 £ 117,713 £ 106,556 £ 695,707 £ 115,276

Budget 2022 £ 421,384

Predicted actual spend 2022 £ 433,903

ACTUAL OVERSPEND -£ 12,519 -£ 0

Budget 2023 £ 580,431

BUDGET increase £ 159,047

Budget to budget percentage increase **37.74%** Actual increase 33.77%

Budget 2023. Without cemetary costs £510,431

BUDGET increase. Without cemetary cost £89,047

Budget to budget percentage increase. Without cemetary cost 21%

Budget Code	Cost Centre	Name	Budgeted Expenditure 2022 - 2023	Predicted Expenditure 2022 - 2023	Budgeted Income 2022 - 2023	Predicted income 2022 - 2023	Recommended budgeted expenditure 2023 - 2024	Recommended budgeted income 2023 - 2024	Reason
101	4000	Salaries Admin	£ 160,425	£ 165,063			£ 197,122		Estimate only, subject to national pay negotiations
101	4005	ERS National Insurance	£ 15,549	£ 16,071			£ 21,446		Estimate only, subject to national pay negotiations and Government budget
101	4006	ERS Pension Cont	£ 34,212	£ 41,046			£ 49,465		Estimate only, subject to national pay negotiations.
101	4007	Staff travel	£ 1,346	£ 300			£ 500		Can be reduced and virtual attendance encouraged
101	4008	Occupational Health	£ 1,293	£ 1,293			£ 1,369		Potential underspend if not required
101	4025	HR advice	£ 4,544	£ 4,325			£ 4,998		Estimated increase - needs evaluation and retender
101	4026	Staff & Recruitment	£ 1,051	£ 1,257			£ 500		Can be reduced anx cheaper methods used in the future
102	1010	Chamber hire			£ 1,471	£ 600		£ 850	Estimated increase, based on actual use. Was over budgeted
102	1012	Photocopier use			£ 5	£ 5		£ 5	No rise predicted
102	4010	Stationery	£ 3,018	£ 3,018			£ 3,020		Despite reduction in usage, costs in this area are spiralling
102	4011	Postage	£ 730	£ 300			£ 450		Whilst costs have increased, staff are reducing use so budget to be reduced.
102	4012	Photocopier	£ 1,887	£ 2,352			£ 2,500		Overspend and estimated 5.9% increase
102	4013	Equipment purchase	£ 1,156	£ 1,000			£ 1,150		Underspend but addition of £150 for officers to spend on ECDI merchandise
102	4015	Advertisements	£ 673	£ -			£ -		Replaced with free advertising such as social media
102	4017	Subscriptions	£ 3,825	£ 3,825			£ 4,050		5.9% increase
102	4018	Telephones	£ 7,200	£ 8,840			£ 10,000		Large overspend due to high RPI and expected continual increases
102	4019	Hire of Community Hall	£ 270	£ 270			£ 300		Above average raise due to increased costs quoted by supplier
102	4021	Hospitality	£ 420	£ 400			£ 400		Can be reduced
102	4023	Training	£ 12,628	£ 11,500			£ 10,000		Can be reduced as a number of staff have 3 year qualifications.
102	4027	Software	£ 12,500	£ 14,500			£ 16,000		Significant raise due to expected increased costs and previous under budgeting
102	4030	Payroll	£ 1,760	£ 1,953			£ 2,070		Estimated increase - needs evaluation and retender
102	4032	Publicity and newsletter	£ 7,924	£ 7,924			£ 6,879		Reduction of editions from 4 to 3, transfer of £850 from budget 303/4221 Fringe to 102/4032 Publicity, reduction of social media manager package costs
102	4038	Computer equipment	£ 4,000	£ 4,000			£ 4,000		Can be held although underspend should go to EMR as most laptops roughly the same age.
102	4041	Website	£ 5,908	£ 5,908			£ 3,000		Costs to reduce once new website launched. Refund due and money to come from EMR
102	4043	Protective clothing	£ 1,813	£ 1,813			£ 2,000		Estimated 5.9% increase
102	4052	Heat, light, power	£ 450	£ 2,000			£ 2,500		Above average raise due to expected increased costs. Underbudgeted.
102	4156	Buckingham Centre rent	£ 11,000	£ 17,000			£ 17,000		Underbudgeted as failure to allow for backdated utilities costs.
102	4225	Rates	£ 5,000	£ 5,000			£ 5,000		No rise necessary
103	4020	Mayor's duties	£ 1,891	£ 1,891			£ 2,000		Estimated 5.9% increase
103	4029	Mayor's civic	£ 1,628	£ 1,628			£ 1,724		Estimated 5.9% increase
103	4044	Councillors' mileage / exp.	£ 518	£ 518			£ 549		Estimated RPI increase
103	4045	Councillors' allowance	£ 9,833	£ 9,833			£ 10,413		Estimated 5.9% increase - TBC
103	4236	Election costs	£ 2,150	£ 2,150			£ 2,150		To EMR to spread the election costs
103	4269	Councillor training	£ 2,351	£ 2,351			£ 2,490		Higher than average increase to reflect likely expenditure
104	4014	Audit fees	£ 3,500	£ 3,250			£ 3,707		Estimated 5.9% increase
104	4016	Legal costs	£ 2,070	£ 3,000			£ 3,450		Awaiting billing for legal work - Expected increased costs
104	4022	Insurance	£ 19,000	£ 19,000			£ 30,000		Significant raise due to expected increased costs - Awaiting renewal quote.
120	4040	Four Year Grants Awarded	£ 18,777	£ 18,777			£ 22,069		Agreed 3.5% increase (one four year grant coded to annual in the previous year)
120	4080	Annual Grants Awarded	£ 11,341	£ 11,341			£ 9,000		Estimated amount
125	4501	Civic award	£ 1,050	£ 798			£ 845		Reduced based on actual spend
125	4504	Remembrance wreath	£ 27	£ 59			£ 62		above average raise due to increased costs
125	4505	Mayor's salver	£ 265	£ 100			£ 110		Reduced based on actual spend

125	4506	Bardic gift	£	265	£	39		£	50	Reduced based on actual spend				
130	1190	Interest received				£	500	£	8,000	Expected flattening on interest rate				
132	4500	Future planning / contingencie	£	11,283	£	5,000		£	12,500	Slightly higher than predicted RPI increase as unpreclicable year.				
TOTALS			£	386,531	£	400,693	£	1,976	£	8,605	£	466,838	£	4,355
			Budget 2022	£	384,555				Budget 2023	£	462,483			
			Predicted actual spend 2022	£	392,088				BUDGET increase	£	77,928			
			ACTUAL OVERSPEND	-£	7,533				Budget to budget percentage increase		20.26%	Actual Increase	17.95%	

Buckingham Town Council Resources Committee

Monday 16TH January 2023

Contact Officer: Sam Hoareau, Town Centre & Ex Facilities Manager

Council Chamber Hire Rates

1. Recommendations

1.1. It is recommended that Members agree to increase the Council Chamber hire rates as listed in 3.3.

2. Background

2.1. The following report proposes charges for the Council Chamber fees, which sits within the Resources Budget.

3. Council Chamber Hire Rates

3.1. The current set of room hire rates for the Council Chamber were agreed at Resources on Monday 14th March 2022 minute 736/21 and are in line with the Lace Hill Sports & Community Centre (LHSCC) Committee room rates. 2023/4 hire rates for the LHSCC have already been agreed at Environment.

3.2. Current room hire rates:

	Council Chamber	
	Weekday	Weekend
	Hourly Rate	Hourly Rate
Concessions (Junior / Community)	£10	£13
Adult / Commercial	£13	£18

3.3. Proposed new room hire rates from April 2023:

	Council Chamber	
	Weekday	Weekend
	Hourly Rate	Hourly Rate
Concessions (Junior / Community)	£12	£16
Adult / Commercial	£14	£18

Book 10 hours / sessions and get 10 for the price of 9.

Additional charges may apply for Bank Holiday bookings, Christmas and New Year. Please enquire for further information.

3.4. It is proposed to increase the rates by the same amount as for the Lace Hill to maintain consistency, maximise income and contribute towards the Council's Budget.

4. Background information: Lace Hill sports and Community Centre

4.1. The following room hire rates have been agreed by the Environment Committee on Monday 19th December (506/22):

4.2. Room hire rates from April 2023:

	Committee Room		Sports Hall	
	Weekday	Weekend	Weekday	Weekend
	Hourly Rate	Hourly Rate	Hourly Rate	Hourly Rate
Concessions (Junior / Community)	£12	£16	£14	£18
Adult / Commercial	£14	£18	£16	£30

Book 10 hours / sessions and get 10 for the price of 9.

Additional charges may apply for Bank Holiday bookings, Christmas and New Year. Please enquire for further information.

All Badminton bookings to be charged junior concessions weekday rate.

Date	Who received compliment/complaint	Location of Issue	Details of compliment/complaint	Who is responsible for area?	Action required	Outcome/follow up
Compliment				Complaint		
15/07/2022		Green spaces	Congratulated the green spaces team on doing such a good job of maintaining our green spaces. They particularly like the wildflowers meadows.		Staff member congratulated	None
01/10/2022	SH	LHSCC	<p>Please can you tell me which teams were playing on the Lace Hill sports field this afternoon? As they were warming up on the MUGA there was an exchange of words which I'd like to complain about directly to the football team involved. Apparently they were Tottenham (in a red kit).</p> <p>Bearing in mind this exchange took place between grown men and a 7 year old child I feel compelled to draw it to the team manager's attention.</p> <p>Is this really the atmosphere we want to encourage at our children's play area? I (and my children) want to feel safe and comfortable at our local park, not intimidated.</p>	BTC	Sam responded and provided clubs contact details.	

Date	Who received compliment/complaint	Location of Issue	Details of compliment/complaint	Who is responsible for area?	Action required	Outcome/follow up
27/10/2022	BD	Town Centre / Charter Fair	<p>To whom it may concern,</p> <p>I would like to make a formal complaint to Buckingham Town Council and Buckinghamshire Council regarding the annual Buckingham Charter Fair.</p> <p>Having been a resident of Buckingham for 27 years and living in the town centre (Market Square) since 2016, I have had to endure the Buckingham Charter Fair for years, and each year becomes increasingly disruptive and frightening.</p> <p>Intimidation and danger For several reasons, I have always felt unsafe living in the town centre when the fair is in town. I hear of more crime every weekend it is operating – this year, a stabbing of a 16-year-old, cars were broken into when parked nearby, and fights in the pubs and on the streets, all of which are happening less than 100 metres from my front door.</p> <p>Whilst I was on my way to my apartment on Saturday 22nd October at around 9 pm, I was alerted by friends about the incident in the town and told to stay inside – of course, due to the road closures throughout town it meant I had to walk through the fair to get home, only to be greeted by around 12 male teenagers piled into the Oxfam alleyway, drinking alcohol. It is extremely intimidating to walk through this many teenagers,</p>	BTC/Bucks		

Date	Who received compliment/complaint	Location of Issue	Details of compliment/complaint	Who is responsible for area?	Action required	Outcome/follow up
23-Nov	BD	Town Centre (event)	2x similar emails received: Concerned about use of reindeer at event, that reindeer are sensitive animals that don't enjoy attending events and become stressed or have negative health impacts.	BTC	Emailed response. Concerns noted for future. Welfare standards and licence of reindeer provider were checked before booking. Reindeer booked from a nearby provider to reduce travel time. At event reindeer were not forced to interact with public if they did not want to. Handlers were very knowledgeable and stayed with reindeer at all times.	None required
09/12/2022	LS	Town Centre (event)	Christmas Parade: person running a business from Brookfield Lane which requires access for parents to drop off/pick up throughout the Saturday is unhappy that vehicles will not be allowed to enter and access the site. They feel their business was not considered and that their business is being unfairly penalised compared to Swan Pool and other venues not in the road closure. Also that it is unsafe for children to have to walk down if they park in other locations and that there won't be enough parking at Swan Pool for parents to park and walk from there. Asked that alternative plans be made to create car access during road closure.	BTC	Over phone explained that road closure is at Bourtonville so that traffic can be safely diverted in a loop around to Bourton Road and back towards the bypass. That this is what has been agreed as the safe route by police and safety advisory group. That parents can park and walk from wherever is safe and legal. Complainant did not except this explanation and is still unhappy. Advised to send a written complaint by email or letter and that we will respond.	

Date	Who received compliment/complaint	Location of Issue	Details of compliment/complaint	Who is responsible for area?	Action required	Outcome/follow up
10/12/2022	BD	Town Centre (event)	Person was stopped from driving into road closure area at 10.15am - this is before the road closure had begun. Person was disabled. Volunteer marshall arranged by Parade Committee spoke rudely and questioned whether the person was disabled. Town Council staff apologised profusely once alerted.	BTC / Buckingham Christmas Parade	AB to raise with Buckingham Christmas Parade - review of marshall briefing procedure	
11/01/2023	BD	Town Centre (event)	I am writing to you with immense concern as I was extremely disappointed to learn that Buckingham Christmas Lights Switch On used live reindeer as part of your recent Christmas events this year.	BTC		

**BUCKINGHAM TOWN COUNCIL
RESOURCES COMMITTEE
MONDAY 16TH JANUARY 2023**

Contact Officer: Amanda Brubaker – Events Coordinator

CIVIC EVENTS 2023

1. Recommendations

1.1. It is recommended that Members agree and note the dates shown in the report below for the Civic Events in 2023.

2. Information

2.1. The Civic events for 2023 are as follows

2.2. **Coronation, Sunday 7th May.** The date for this and the details to be confirmed with Rev Will Pearson Gee at St Peter & St Paul Church.

2.3. **Mayor Making, Friday 2nd June.** To be organised with the new Mayor once it is confirmed who this will be. The event will be held in the Community Centre.

2.4. **Mayors Civic Service** To be confirmed once the new Mayor is in place.

Minute No.	Action	Action Required	Action Owner	Update	Deadline
800/18	Compliments, Complaints and FOI requests	Members AGREED for a six monthly report.	Town Clerk	On Agenda - To include any complaints regarding sound quality	Jan-23
863/21	Public involvement	Cllr. O'Donoghue suggested asking members of public who have attended a recent meeting for feedback. Cllr. Harvey seconded this and suggested asking them to complete a questionnaire anonymously so that they can offer full and frank responses. Members AGREED the proposal.	Town Clerk	Awaiting the completion of the new website so a confidential web form can be added. Attendees will be emailed a link and invited to comment. There will also be a paper option.	Just awaiting the new website.
141/22	20mph speed limit study	Members unanimously AGREED that the Town Clerk will write to Buckinghamshire Council to investigate the decision to refuse the grant; the Town Council will look at options again when a response has been received.	Town Clerk		To be chased.
153/22	Debtors	For the next meeting a report showing debts over 3 months will be included with an explanation for each.	Finance Officer		Ongoing - for each agenda.

Minute No.	Action	Action Required	Action Owner	Update	Deadline
421/22	Bank reconciliations and petty cash.	Cllr. Stuchbury Proposed that the Chair and/or the Vice Chair go through the paperwork and report back at the next meeting. Cllr. Try Seconded. Members unanimously AGREED .	Chair, Vice-Chair and Finance Officer		On agenda
424/22	Chamber photos	Cllr. Ralph Proposed that all of the pictures go back up, including non-living Mayors as this is historically important. Cllr. Whyte Seconded. Members unanimously AGREED .	Town Clerk	In progress	In progress
433/22	Newsletter	Members AGREED to ask the Communications and Strategy Group to produce a written report looking at options to reduce spending on the newsletter.	Deputy Town Clerk	Agreed by TCE/CSG	On agenda