



# Buckingham Town Council

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Town Clerk: Claire Molyneux

RESOURCES  
COMMITTEE

Wednesday, 30 August 2023

Councillor,

You are summoned to a meeting of the Resources Committee of Buckingham Town Council to be held on Monday 4<sup>th</sup> September 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](mailto: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 agree the minutes of the Resources Committee meeting held on 26<sup>th</sup> June 2023.

[Copy previously circulated](#)

### 4. Minutes of Communications Strategy Group

To receive the minutes of the Communications Strategy Group meeting held on 8<sup>th</sup> June 2023.

[Copy previously circulated](#)

### 5. Project Street Life grant

To receive a report from the Deputy Town Clerk.

[R/50/23](#)



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.

**6. Budgets**

To receive and agree the budget reports:

5.1 Summary Income and Expenditure report

5.2 Detailed Income and Expenditure report and summary of budget variances.

5.3 Purchase Ledger from July and August 2023

[Appendix A](#)

[Appendix B](#)

[Appendix C](#)

**7. Fund transfers**

To note the following fund transfers between the current account and the Public Sector Deposit Fund.

7.1. 13/07/23 £100,000 - Transfer from current account to the PSDF.

7.2. 17/08/23 £100,000 - Transfer from PSDF to the current account.

**8. Swan Trail**

To receive a report from the Deputy Town Clerk.

[R/51/23](#)

**9. Annual awards**

To receive a report from the Town Clerk.

[R/52/23](#)

**10. Procedure for reporting concerns to the Clerk and Committee.**

To receive a report from the Town Clerk.

[R/53/23](#)

**11. Quarterly banking reconciliations**

Update on the quarterly banking reconciliation.

**12. Updates from representatives on outside bodies**

To receive verbal updates from Councillors.

**13. Action Report**

To review and discuss the Action Report.

[Appendix D](#)

**14. Chair's announcements**

**15. Date of next meeting:** Monday 16<sup>th</sup> October 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.

**16. Payment endorsements**

To note the completed payments list.

[Appendix E](#)

**17. Communications contracts**

17.1. Chamber wifi

To receive a report from the Compliance and Projects Manager.

[R/54/23](#)

17.2. Mobile Phones and depot wifi

To receive a report from the Compliance and Projects Manager.

[R/55/23](#)

17.3. Supplementary briefing for mobile phone and Wi-Fi Contracts.

[Appendix F](#)

**18. Debtors list**

To receive the current list of debtors over 3 months old.

[Appendix G](#)

**To Committee Members:**

Cllr. Collins

Cllr. Harvey

Cllr. Hetherington

Cllr. Mahi

Cllr. Mordue Vice Chair

Cllr. O'Donoghue Chair

Cllr. Osibogun

Cllr. Ralph

Cllr. Schaefer Town Mayor

Cllr. Stuchbury

Cllr. Try

Cllr. Whyte

Cllr. Willett

**BUCKINGHAM TOWN COUNCIL**  
**RESOURCES COMMITTEE**  
**MONDAY 15<sup>th</sup> May 2023**

Contact Officer: Deputy Town Clerk

**Project Street Life: Change of 4 year grant purpose request**

**1. Recommendations**

1.1. It is recommended that Members consider the request from Project Street Life for a change of grant purpose request.

**2. Background from report R.34.23**

2.1. In 2022, Project Street Life applied and was awarded £500 annually with a 3.5% annual uplift to a total of £2,107 between 1st April and 2022 and 31st March 2026, for the 'Annual Residential Weekend for Young People' project.

2.2. As a long-term grant recipient, the grant contract for Project Street Life stipulated the following agreements:

*The grant has been awarded in order for your organisation to achieve the following purposes and with the following obligations:*

- *Run one annual residential weekend for young people each year of the grant period.*
- *Funding can be used to subsidise the place of a young person, resident in Buckingham, in financial need.*

*The objective of these purposes is that:*

- *Allow access to extended enrichment opportunities to young people that would not otherwise be able to afford to take part.*

*Approved costs:*

- *Subsidised place at residential weekend for a young person*
- *Materials and resources for team working and confidence building activities for young people.*

2.3. This project did take place in 2022 and end of year monitoring forms was received by the Council.

2.4. Project Street Life have contacted the Town Council and asked for a change of use of this awarded amount in 2023 – 2024.

**3. Original request for change of use of grant proposal from Project Street Life for the 26<sup>th</sup> June meeting of the Resources committee.**

*Project Street Life has been running for 23 years and during this time has had a positive impact with countless young people from Buckingham and the surrounding areas. The success of Project Street Life has been in its ability to adapt to the needs of young people in our community and society as a whole. Since reopening*

*after the Coronavirus pandemic we have seen over 100 young people come along to Project Street Life. As well as our usual Friday night activities which include pool, table tennis, football and craft to name a few, we have also been on trips to Milton Keynes for ice skating and crazy golf. In January this year we went on a residential trip to Caldecotte Outdoor Centre and took part in outdoor activities such as rock climbing, canoeing (on a partially frozen lake!) and orienteering.*

*In recent months fewer young people have been attending Project Street Life on a Friday evening and we find ourselves again having to adapt to meet the needs of the young people. We have therefore made the decision to temporarily close our Friday night club. The last club on a Friday night was 26th May.*

*Project Street Life remains committed to its mission as a charity helping young people, and this will take a different form as we wish to directly engage with young people in the streets, parks and other areas across Buckingham over the coming months. Our plan is to engage young people where they are at. By engaging the young people in this way we hope to build relationships and form trust. We want to find out what the young people want or need and if possible provide that for them.*

*This change does not mark the end of Project Street Life and we are excited by the opportunities and relationships that will arise from directly engaging with young people in Buckingham.*

*In terms of redirecting our 4 year grant already awarded by Buckingham Town Council, initially we would like to be able to give the young people we meet snacks and a drink, for example, cupcakes and hot chocolate or milkshakes depending on the weather as a way of initially engaging with them. And the leaders on the ground will need branded clothing to easily identify they are from PSL. I would be more than happy to discuss in more detail how we envisage the funding will be spent going forward.*

*If you have any questions or concerns or you would like to directly support PSL in this new venture please do feel free to get in touch.*

#### **4. Outcome of the 26<sup>th</sup> June Resources meeting discussion**

4.1. Members agreed that they would delay making a decision and request further information from Project Street Life.

#### **5. Additional Information provided by Project Street Life**

5.1. *We normally cater for 50 young people and that's been without any advertising. These costs are for 13 meetings until April.*

- Coffee flasks x2                      £61.64
- Gazebo                                      £70
- Hot chocolate                            £3 makes 14 cups up till April we will make  
400/14=28x3=£85
- Milk    £1.20 makes approx 14 cups. 400/14=28x  
1.20=£34
- Squash                                        £2 makes approx 15 cups 250/15=16x£33

- *Cups* *300 = £15 x 2= £30*
- *Donuts/ cupcakes* *£1.10 x 5 need £650 till April. 650/5=*  
*130 bags = £143*
- *Trailer* *£99*
- *Banner approx* *£20*
- *Sail flag approx* *£100*
- *Uniform: T-shirts or polo shirt, hoodie, coat.*  
*Approx £50-£60 per person*
- *Advertising* *I don't have a cost for this but it*  
*would be relative low cost and will be mainly boosting ads on social*  
*media*
- *Total costs = £795*
- *Relaunch party -when we get back to running a club.*

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## Buckingham Town Council

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## Summary Income &amp; Expenditure by Budget Heading 01/08/2023

Month No: 5

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b><u>RESOURCES</u></b>						
Income	594,529	1,168,916	574,387			50.9%
Expenditure	155,866	455,958	300,092	8,199	291,893	36.0%
Net Income over Expenditure	438,662					
plus Transfer from EMR	0					
Movement to/(from) Gen Reserve	438,662					
<b><u>ENVIRONMENT</u></b>						
Income	183,402	115,276	(68,126)			159.1%
Expenditure	303,610	653,173	349,563	12,012	337,551	48.3%
Movement to/(from) Gen Reserve	(120,208)					
<b><u>TOWN CENTRE &amp; EVENTS</u></b>						
Income	16,734	43,133	26,399			38.8%
Expenditure	60,554	190,343	129,789	2,043	127,746	32.9%
Movement to/(from) Gen Reserve	(43,820)					
<b><u>PARTNERSHIPS</u></b>						
Income	0	0	0			0.0%
Expenditure	0	0	0	0	0	0.0%
Movement to/(from) Gen Reserve	0					
<b><u>PLANNING</u></b>						
Income	0	0	0			0.0%
Expenditure	13,287	44,918	31,631	0	31,631	29.6%
Movement to/(from) Gen Reserve	(13,287)					
<b><u>EARMARKED RESERVES</u></b>						
Income	0	0	0			0.0%
Expenditure	26,901	374,506	347,605	3,571	344,034	8.1%
Movement to/(from) Gen Reserve	(26,901)					

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**Buckingham Town Council**

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**Summary Income & Expenditure by Budget Heading 01/08/2023****Month No: 5****Committee Report**

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	<b>794,665</b>	<b>1,327,325</b>	<b>532,660</b>			<b>59.9%</b>
Expenditure	<b>560,218</b>	<b>1,718,898</b>	<b>1,158,680</b>	<b>25,825</b>	<b>1,132,855</b>	<b>34.1%</b>
Net Income over Expenditure	<b>234,446</b>	<b>(391,573)</b>	<b>(626,019)</b>			
plus Transfer from EMR	<b>0</b>					
Movement to/(from) Gen Reserve	<b>234,446</b>					



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## Buckingham Town Council

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## Detailed Income &amp; Expenditure by Budget Heading 01/08/2023

Month No: 5

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<b>RESOURCES</b>						
<u>101 Personnel costs</u>						
4000 Salaries Admin	62,656	197,122	134,466		134,466	31.8%
4005 ERS National Insurance	6,136	21,446	15,310		15,310	28.6%
4006 ERS Pension Cont	14,807	49,465	34,658		34,658	29.9%
4007 Staff travel	0	500	500		500	0.0%
4008 Occupational Health	0	1,369	1,369		1,369	0.0%
4025 HR advice	4,325	4,998	673		673	86.5%
4026 Staff & Recruitment	0	500	500		500	0.0%
Personnel costs :- Indirect Expenditure	<b>87,925</b>	<b>275,400</b>	<b>187,475</b>	<b>0</b>	<b>187,475</b>	<b>31.9%</b>
<b>Net Expenditure</b>	<b>(87,925)</b>	<b>(275,400)</b>	<b>(187,475)</b>			
<u>102 Office expenses</u>						
1010 Chamber hire	299	850	551			35.2%
1012 Photocopier use	0	5	5			0.0%
Office expenses :- Income	<b>299</b>	<b>855</b>	<b>556</b>			<b>35.0%</b>
4010 Stationery	573	3,020	2,447	64	2,383	21.1%
4011 Postage	0	450	450		450	0.0%
4012 Photocopier	485	2,500	2,015		2,015	19.4%
4013 Equipment purchase	120	1,150	1,030	10	1,020	11.3%
4017 Subscriptions	3,138	4,050	913		913	77.5%
4018 Telephones	3,179	10,000	6,821		6,821	31.8%
4019 Hire of Community Hall	0	300	300		300	0.0%
4021 Hospitality	103	400	297		297	25.9%
4023 Training	275	10,010	9,735		9,735	2.7%
4027 Software	6,624	16,000	9,376		9,376	41.4%
4030 Payroll	774	2,070	1,296		1,296	37.4%
4032 Publicity and newsletter	422	6,879	6,457		6,457	6.1%
4038 Computer equipment	20	4,000	3,980		3,980	0.5%
4041 Website	727	3,000	2,273		2,273	24.2%
4043 Protective clothing	438	2,000	1,562		1,562	21.9%
4052 Heat, light, power	(158)	2,500	2,658		2,658	(6.3%)
4156 Buckingham Centre rent	0	17,000	17,000		17,000	0.0%
4225 Rates	2,794	5,000	2,206		2,206	55.9%
Office expenses :- Indirect Expenditure	<b>19,515</b>	<b>90,329</b>	<b>70,814</b>	<b>74</b>	<b>70,740</b>	<b>21.7%</b>
<b>Net Income over Expenditure</b>	<b>(19,216)</b>	<b>(89,474)</b>	<b>(70,258)</b>			

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## Buckingham Town Council

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## Detailed Income &amp; Expenditure by Budget Heading 01/08/2023

Month No: 5

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>103 Councillors</u>						
4020 Mayor's duties	0	2,000	2,000		2,000	0.0%
4029 Mayor's civic	1,360	1,724	364		364	78.9%
4044 Councillors' mileage / exp.	195	549	354		354	35.5%
4045 Councillors' allowance	0	10,413	10,413		10,413	0.0%
4236 Election costs	0	2,150	2,150		2,150	0.0%
4269 Councillor training	80	2,490	2,410		2,410	3.2%
Councillors :- Indirect Expenditure	<b>1,635</b>	<b>19,326</b>	<b>17,691</b>	<b>0</b>	<b>17,691</b>	<b>8.5%</b>
<b>Net Expenditure</b>	<b>(1,635)</b>	<b>(19,326)</b>	<b>(17,691)</b>			
<u>104 Legal requirements</u>						
1098 Insurance Claims Income	2,852	0	(2,852)			0.0%
Legal requirements :- Income	<b>2,852</b>	<b>0</b>	<b>(2,852)</b>			
4014 Audit fees	(5)	3,707	3,712		3,712	(0.1%)
4016 Legal costs	0	3,450	3,450		3,450	0.0%
4022 Insurance	15,703	19,000	3,297		3,297	82.6%
Legal requirements :- Indirect Expenditure	<b>15,698</b>	<b>26,157</b>	<b>10,459</b>	<b>0</b>	<b>10,459</b>	<b>60.0%</b>
<b>Net Income over Expenditure</b>	<b>(12,845)</b>	<b>(26,157)</b>	<b>(13,312)</b>			
<u>120 Long-term grants</u>						
4040 Four Year Grants Awarded	21,166	22,069	903		903	95.9%
4080 Annual Grants Awarded	9,000	9,000	0		0	100.0%
Long-term grants :- Indirect Expenditure	<b>30,166</b>	<b>31,069</b>	<b>903</b>	<b>0</b>	<b>903</b>	<b>97.1%</b>
<b>Net Expenditure</b>	<b>(30,166)</b>	<b>(31,069)</b>	<b>(903)</b>			
<u>125 Commemorative items</u>						
4501 Civic award	772	845	74		74	91.3%
4504 Remembrance wreath	0	62	62		62	0.0%
4505 Mayor's salver	106	110	4		4	96.0%
4506 Bardic gift	0	50	50		50	0.0%
Commemorative items :- Indirect Expenditure	<b>877</b>	<b>1,067</b>	<b>190</b>	<b>0</b>	<b>190</b>	<b>82.2%</b>
<b>Net Expenditure</b>	<b>(877)</b>	<b>(1,067)</b>	<b>(190)</b>			
<u>130 Admin reserves</u>						
1176 Precept	582,281	1,164,561	582,281			50.0%
1190 Interest received	9,097	3,500	(5,597)			259.9%
Admin reserves :- Income	<b>591,377</b>	<b>1,168,061</b>	<b>576,684</b>			<b>50.6%</b>
<b>Net Income</b>	<b>591,377</b>	<b>1,168,061</b>	<b>576,684</b>			

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## Buckingham Town Council

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## Detailed Income &amp; Expenditure by Budget Heading 01/08/2023

Month No: 5

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>132 Future planning / contingencie</u>						
4500 Future planning / contingencie	51	12,500	12,449		12,449	0.4%
4999 TOWN CENTRE STUDY	0	0	0	8,125	(8,125)	0.0%
Future planning / contingencie :- Indirect Expenditure	<b>51</b>	<b>12,500</b>	<b>12,449</b>	<b>8,125</b>	<b>4,324</b>	<b>65.4%</b>
<b>Net Expenditure</b>						
	<b>(51)</b>	<b>(12,500)</b>	<b>(12,449)</b>			
<u>304 Youth Council</u>						
4238 Youth Council admin	0	110	110		110	0.0%
Youth Council :- Indirect Expenditure	<b>0</b>	<b>110</b>	<b>110</b>	<b>0</b>	<b>110</b>	<b>0.0%</b>
<b>Net Expenditure</b>						
	<b>0</b>	<b>(110)</b>	<b>(110)</b>			
RESOURCES :- Income	<b>594,529</b>	<b>1,168,916</b>	<b>574,387</b>			<b>50.9%</b>
Expenditure	<b>155,866</b>	<b>455,958</b>	<b>300,092</b>	<b>8,199</b>	<b>291,893</b>	<b>36.0%</b>
<b>Movement to/(from) Gen Reserve</b>	<b>438,662</b>					
<b>ENVIRONMENT</b>						
<u>201 Environment</u>						
3995 NI Environment	5,722	20,582	14,860		14,860	27.8%
3996 Pensions ERS Environment	15,499	57,963	42,464		42,464	26.7%
4004 Salaries environment	67,512	230,926	163,414		163,414	29.2%
4112 Environment Equipment	1,739	10,260	8,521	2,100	6,421	37.4%
4168 Defibrillators	0	518	518	223	295	43.1%
Environment :- Indirect Expenditure	<b>90,473</b>	<b>320,249</b>	<b>229,776</b>	<b>2,323</b>	<b>227,453</b>	<b>29.0%</b>
<b>Net Expenditure</b>						
	<b>(90,473)</b>	<b>(320,249)</b>	<b>(229,776)</b>			
<u>202 Roundabouts</u>						
1051 Roundabout no. 1	2,576	2,576	0			100.0%
1052 Roundabout no. 2	1,373	1,373	0			100.0%
1053 Roundabout no. 3	0	2,254	2,254			0.0%
1054 Roundabout no. 4	2,594	2,872	278			90.3%
1056 Roundabout no. 6	0	3,060	3,060			0.0%
1057 Roundabout no. 7	1,561	1,561	0			100.0%
Roundabouts :- Income	<b>8,104</b>	<b>13,696</b>	<b>5,592</b>			<b>59.2%</b>
4108 Roundabout	1	2,110	2,109		2,109	0.0%
Roundabouts :- Indirect Expenditure	<b>1</b>	<b>2,110</b>	<b>2,109</b>	<b>0</b>	<b>2,109</b>	<b>0.0%</b>
<b>Net Income over Expenditure</b>						
	<b>8,103</b>	<b>11,586</b>	<b>3,483</b>			

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**Detailed Income & Expenditure by Budget Heading 01/08/2023**

**Month No: 5**

**Committee Report**

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>203 Maintenance</u>						
4082 Allotments	2,101	2,101	0		0	100.0%
Maintenance :- Indirect Expenditure	<b>2,101</b>	<b>2,101</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>
<b>Net Expenditure</b>	<b>(2,101)</b>	<b>(2,101)</b>	<b>0</b>			
<u>204 Devolved services expenses</u>						
1017 Devolved services income	22,881	20,992	(1,889)			109.0%
Devolved services expenses :- Income	<b>22,881</b>	<b>20,992</b>	<b>(1,889)</b>			<b>109.0%</b>
<b>Net Income</b>	<b>22,881</b>	<b>20,992</b>	<b>(1,889)</b>			
<u>205 Grounds maintenance</u>						
4033 Waste disposal	1,634	5,610	3,976		3,976	29.1%
4035 Machinery	235	2,650	2,415		2,415	8.9%
4036 Fuel (Mower)	1,132	2,300	1,168		1,168	49.2%
4037 Sundries	483	2,750	2,267		2,267	17.6%
4063 Vehicle hire and running costs	1,197	7,000	5,803		5,803	17.1%
Grounds maintenance :- Indirect Expenditure	<b>4,681</b>	<b>20,310</b>	<b>15,629</b>	<b>0</b>	<b>15,629</b>	<b>23.0%</b>
<b>Net Expenditure</b>	<b>(4,681)</b>	<b>(20,310)</b>	<b>(15,629)</b>			
<u>248 Depot</u>						
4013 Equipment purchase	0	4,070	4,070		4,070	0.0%
4055 Alarm	517	500	(17)		(17)	103.4%
4225 Rates	4,349	4,556	207		207	95.5%
4601 Repairs & maintenance fund	0	900	900		900	0.0%
4602 Electricity	850	2,000	1,150		1,150	42.5%
4603 Water	135	550	415		415	24.6%
Depot :- Indirect Expenditure	<b>5,851</b>	<b>12,576</b>	<b>6,725</b>	<b>0</b>	<b>6,725</b>	<b>46.5%</b>
<b>Net Expenditure</b>	<b>(5,851)</b>	<b>(12,576)</b>	<b>(6,725)</b>			
<u>249 C Meadow Toilets/Shopmobility</u>						
1085 Shopmobility income	0	200	200			0.0%
C Meadow Toilets/Shopmobility :- Income	<b>0</b>	<b>200</b>	<b>200</b>			<b>0.0%</b>
4602 Electricity	0	600	600		600	0.0%
4603 Water	0	600	600		600	0.0%
4608 Shopmobility	0	1,250	1,250		1,250	0.0%
4612 Contractor charge	2,613	10,560	7,948		7,948	24.7%

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## Buckingham Town Council

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## Detailed Income &amp; Expenditure by Budget Heading 01/08/2023

Month No: 5

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4709 Maintenance	0	600	600		600	0.0%
C Meadow Toilets/Shopmobility :- Indirect Expenditure	<b>2,613</b>	<b>13,610</b>	<b>10,998</b>	<b>0</b>	<b>10,998</b>	<b>19.2%</b>
<b>Net Income over Expenditure</b>	<b>(2,613)</b>	<b>(13,410)</b>	<b>(10,798)</b>			
<u>250 Lace Hill</u>						
1026 Lace Hill Community Centre	16,412	40,250	23,838			40.8%
1027 Solar income	3	0	(3)			0.0%
Lace Hill :- Income	<b>16,415</b>	<b>40,250</b>	<b>23,835</b>			<b>40.8%</b>
4050 Lace Hill playing fields	0	550	550		550	0.0%
4118 Solar panels	0	380	380		380	0.0%
4158 Lace Hill gas	1,656	4,202	2,546		2,546	39.4%
4159 Lace Hill electricity	1,064	7,660	6,596		6,596	13.9%
4160 Lace Hill water	121	385	264		264	31.5%
4161 Lace Hill Repair & Maintenance	2,895	3,707	812	861	(49)	101.3%
4162 Lace Hill Planned Maintenance	6,268	7,200	932		932	87.1%
4164 Lace Hill equipment	216	3,000	2,784	20	2,764	7.9%
4225 Rates	10,354	10,704	350		350	96.7%
Lace Hill :- Indirect Expenditure	<b>22,574</b>	<b>37,788</b>	<b>15,214</b>	<b>881</b>	<b>14,333</b>	<b>62.1%</b>
<b>Net Income over Expenditure</b>	<b>(6,159)</b>	<b>2,462</b>	<b>8,621</b>			
<u>251 Chandos Park</u>						
1030 Bowls income	0	627	627			0.0%
1035 TENNIS COURT RENT	0	714	714			0.0%
Chandos Park :- Income	<b>0</b>	<b>1,341</b>	<b>1,341</b>			<b>0.0%</b>
4601 Repairs & maintenance fund	0	3,780	3,780		3,780	0.0%
4602 Electricity	133	1,600	1,467		1,467	8.3%
4603 Water	852	2,120	1,268		1,268	40.2%
4606 Bowls Club Maintenance	110	2,120	2,010		2,010	5.2%
Chandos Park :- Indirect Expenditure	<b>1,095</b>	<b>9,620</b>	<b>8,525</b>	<b>0</b>	<b>8,525</b>	<b>11.4%</b>
<b>Net Income over Expenditure</b>	<b>(1,095)</b>	<b>(8,279)</b>	<b>(7,184)</b>			
<u>252 Bourton Park</u>						
4601 Repairs & maintenance fund	5,324	8,300	2,976		2,976	64.1%
Bourton Park :- Indirect Expenditure	<b>5,324</b>	<b>8,300</b>	<b>2,976</b>	<b>0</b>	<b>2,976</b>	<b>64.1%</b>
<b>Net Expenditure</b>	<b>(5,324)</b>	<b>(8,300)</b>	<b>(2,976)</b>			

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## Buckingham Town Council

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## Detailed Income &amp; Expenditure by Budget Heading 01/08/2023

Month No: 5

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>253 Cemeteries</u>						
1041 Burial fees	7,302	27,050	19,748			27.0%
Cemeteries :- Income	<b>7,302</b>	<b>27,050</b>	<b>19,748</b>			<b>27.0%</b>
4225 Rates	2,201	1,056	(1,145)		(1,145)	208.4%
4265 New cemetery maintenance	0	3,500	3,500		3,500	0.0%
4601 Repairs & maintenance fund	1,581	4,445	2,864	1,665	1,199	73.0%
4602 Electricity	365	960	595		595	38.0%
4617 Memorial testing	79	2,156	2,077		2,077	3.6%
4619 Cemeteries Development	19,703	69,647	49,944		49,944	28.3%
4620 Expenses for burial duties	1,158	5,510	4,352		4,352	21.0%
Cemeteries :- Indirect Expenditure	<b>25,086</b>	<b>87,274</b>	<b>62,188</b>	<b>1,665</b>	<b>60,523</b>	<b>30.7%</b>
<b>Net Income over Expenditure</b>						
	<b>(17,784)</b>	<b>(60,224)</b>	<b>(42,440)</b>			
<u>254 Chandos Park toilets</u>						
4612 Contractor charge	2,613	11,810	9,197		9,197	22.1%
4709 Maintenance	1,122	1,185	63		63	94.7%
Chandos Park toilets :- Indirect Expenditure	<b>3,735</b>	<b>12,995</b>	<b>9,260</b>	<b>0</b>	<b>9,260</b>	<b>28.7%</b>
<b>Net Expenditure</b>						
	<b>(3,735)</b>	<b>(12,995)</b>	<b>(9,260)</b>			
<u>255 Railway Walk &amp; Castle Hill</u>						
4120 Friends of Groups	0	1,140	1,140		1,140	0.0%
4709 Maintenance	0	1,096	1,096		1,096	0.0%
Railway Walk & Castle Hill :- Indirect Expenditure	<b>0</b>	<b>2,236</b>	<b>2,236</b>	<b>0</b>	<b>2,236</b>	<b>0.0%</b>
<b>Net Expenditure</b>						
	<b>0</b>	<b>(2,236)</b>	<b>(2,236)</b>			
<u>256 Storage Premises</u>						
4066 Grenville garage rent	200	765	565		565	26.1%
Storage Premises :- Indirect Expenditure	<b>200</b>	<b>765</b>	<b>565</b>	<b>0</b>	<b>565</b>	<b>26.1%</b>
<b>Net Expenditure</b>						
	<b>(200)</b>	<b>(765)</b>	<b>(565)</b>			
<u>258 Cemetery Lodge</u>						
1061 Cemetery Lodge rental income	3,656	11,747	8,091			31.1%
Cemetery Lodge :- Income	<b>3,656</b>	<b>11,747</b>	<b>8,091</b>			<b>31.1%</b>
4034 PWLB repayments inc. interest	0	4,702	4,702		4,702	0.0%
4609 Cemetery Lodge maintenance	0	3,105	3,105		3,105	0.0%
Cemetery Lodge :- Indirect Expenditure	<b>0</b>	<b>7,807</b>	<b>7,807</b>	<b>0</b>	<b>7,807</b>	<b>0.0%</b>
<b>Net Income over Expenditure</b>						
	<b>3,656</b>	<b>3,940</b>	<b>284</b>			

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## Buckingham Town Council

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## Detailed Income &amp; Expenditure by Budget Heading 01/08/2023

Month No: 5

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>260 CCTV</u>						
1097 Grants Received	4,000	0	(4,000)			0.0%
CCTV :- Income	<b>4,000</b>	<b>0</b>	<b>(4,000)</b>			
4100 CCTV maintenance	7,000	2,500	(4,500)		(4,500)	280.0%
CCTV :- Indirect Expenditure	<b>7,000</b>	<b>2,500</b>	<b>(4,500)</b>	<b>0</b>	<b>(4,500)</b>	<b>280.0%</b>
<b>Net Income over Expenditure</b>	<b>(3,000)</b>	<b>(2,500)</b>	<b>500</b>			
<u>261 Community Centre</u>						
4085 Structural repairs	0	15,000	15,000	550	14,450	3.7%
4091 Chamber	1,032	1,051	19		19	98.2%
Community Centre :- Indirect Expenditure	<b>1,032</b>	<b>16,051</b>	<b>15,019</b>	<b>550</b>	<b>14,469</b>	<b>9.9%</b>
<b>Net Expenditure</b>	<b>(1,032)</b>	<b>(16,051)</b>	<b>(15,019)</b>			
<u>262 Parks General</u>						
1064 Section 106 income	121,043	0	(121,043)			0.0%
Parks General :- Income	<b>121,043</b>	<b>0</b>	<b>(121,043)</b>			
4101 Seats and bins	0	1,605	1,605		1,605	0.0%
4102 Dog bins	278	9,010	8,732	4,072	4,660	48.3%
4106 Play area maintenance	3,317	6,966	3,649	1,737	1,913	72.5%
4122 Tree works	7,950	28,200	20,250	785	19,465	31.0%
4270 Bridges	0	45,000	45,000		45,000	0.0%
4275 Play area replacement fund	0	5,000	5,000		5,000	0.0%
4276 Tree wardens	0	1,100	1,100		1,100	0.0%
4607 SECTION 106	120,300	0	(120,300)		(120,300)	0.0%
Parks General :- Indirect Expenditure	<b>131,845</b>	<b>96,881</b>	<b>(34,964)</b>	<b>6,593</b>	<b>(41,557)</b>	<b>142.9%</b>
<b>Net Income over Expenditure</b>	<b>(10,802)</b>	<b>(96,881)</b>	<b>(86,079)</b>			
ENVIRONMENT :- Income	<b>183,402</b>	<b>115,276</b>	<b>(68,126)</b>			<b>159.1%</b>
Expenditure	<b>303,610</b>	<b>653,173</b>	<b>349,563</b>	<b>12,012</b>	<b>337,551</b>	<b>48.3%</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(120,208)</b>					

TOWN CENTRE & EVENTS

<u>301 Town Centre &amp; Events</u>						
1013 Hanging baskets	(333)	456	789			(73.1%)
1028 Lace Hill events income	137	847	710			16.2%

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## Buckingham Town Council

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## Detailed Income &amp; Expenditure by Budget Heading 01/08/2023

Month No: 5

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
1062 Community Fair table income	0	230	230			0.0%
1066 Comedy night income	1,046	1,500	454			69.7%
1069 Charter fairs income	0	7,660	7,660			0.0%
1091 Events Sponsorship Income	0	50	50			0.0%
1092 Events Stall Income	0	800	800			0.0%
1093 Dog Show Income	0	125	125			0.0%
<b>Town Centre &amp; Events :- Income</b>	<b>850</b>	<b>11,668</b>	<b>10,818</b>			<b>7.3%</b>
3997 NI TC&E	1,089	4,323	3,234		3,234	25.2%
3998 Pensions ERS TC&E	4,111	19,863	15,752		15,752	20.7%
3999 Salaries TC&E	22,730	79,743	57,013		57,013	28.5%
4042 Events equipment	102	1,000	898		898	10.2%
4094 Youth project	2,816	3,485	670		670	80.8%
4104 Town in Bloom	4,617	9,000	4,383		4,383	51.3%
4107 Pride of Place	25	60	35		35	41.7%
4115 River rinse	0	450	450		450	0.0%
4128 Small Events	0	300	300		300	0.0%
4166 Lace Hill events	250	1,500	1,250		1,250	16.7%
4201 Christmas lights	3,761	12,800	9,039		9,039	29.4%
4202 Firework display	0	6,600	6,600		6,600	0.0%
4203 Community fair	0	490	490		490	0.0%
4205 Christmas parade	40	5,000	4,960		4,960	0.8%
4207 Remembrance parade	17	1,030	1,013		1,013	1.7%
4208 Spring Fair	40	300	260		260	13.3%
4211 Band Jam	3,345	4,792	1,447	1,363	85	98.2%
4212 Christmas lights switch on	45	3,000	2,955		2,955	1.5%
4213 Dog show	110	700	590	270	320	54.3%
4220 Music in the Market	4,407	4,721	314	330	(16)	100.3%
4241 Comedy Night expenditure	1,390	1,500	110		110	92.7%
4243 Charter Fairs	312	5,500	5,188		5,188	5.7%
4260 Twinning	0	65	65		65	0.0%
<b>Town Centre &amp; Events :- Indirect Expenditure</b>	<b>49,207</b>	<b>166,222</b>	<b>117,015</b>	<b>1,963</b>	<b>115,052</b>	<b>30.8%</b>
<b>Net Income over Expenditure</b>	<b>(48,358)</b>	<b>(154,554)</b>	<b>(106,196)</b>			
<u>302 Street markets</u>						
1005 Street markets	7,689	16,944	9,255			45.4%
1006 Flea market	2,759	3,800	1,041			72.6%
<b>Street markets :- Income</b>	<b>10,448</b>	<b>20,744</b>	<b>10,296</b>			<b>50.4%</b>
4017 Subscriptions	384	501	117		117	76.6%
4225 Rates	1,672	2,900	1,228		1,228	57.6%

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## Buckingham Town Council

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## Detailed Income &amp; Expenditure by Budget Heading 01/08/2023

Month No: 5

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4234 Market Entertainment	0	950	950		950	0.0%
4235 Market infrastructure & Promot	750	1,250	500		500	60.0%
Street markets :- Indirect Expenditure	<b>2,806</b>	<b>5,601</b>	<b>2,795</b>	<b>0</b>	<b>2,795</b>	<b>50.1%</b>
<b>Net Income over Expenditure</b>	<b>7,642</b>	<b>15,143</b>	<b>7,501</b>			
<u>303 Special events</u>						
1020 Food fair income	(25)	571	596			(4.4%)
1083 Fringe income	395	200	(195)			197.7%
1094 Skate Park Income	0	950	950			0.0%
1099 Summer Art Trail Sponsorship	1,170	0	(1,170)			0.0%
Special events :- Income	<b>1,540</b>	<b>1,721</b>	<b>181</b>			<b>89.5%</b>
4169 Skate Park Event	0	950	950		950	0.0%
4221 Fringe	1,543	2,000	457		457	77.1%
4242 Food fair	0	600	600		600	0.0%
4244 Flags	0	600	600		600	0.0%
4273 One-off events	193	1,100	907		907	17.5%
4278 Celebrate Buckingham Day	1,702	1,800	98		98	94.6%
4279 Summer Art Trail	702	0	(702)	80	(782)	0.0%
Special events :- Indirect Expenditure	<b>4,140</b>	<b>7,050</b>	<b>2,910</b>	<b>80</b>	<b>2,830</b>	<b>59.9%</b>
<b>Net Income over Expenditure</b>	<b>(2,600)</b>	<b>(5,329)</b>	<b>(2,729)</b>			
<u>305 Tourist Information Centre</u>						
1084 TIC income	3,896	9,000	5,104			43.3%
Tourist Information Centre :- Income	<b>3,896</b>	<b>9,000</b>	<b>5,104</b>			<b>43.3%</b>
4253 TIC tickets & produce	4,271	8,500	4,229		4,229	50.2%
4255 Heritage app expenditure	0	500	500		500	0.0%
4274 Tourism website	131	400	269		269	32.7%
Tourist Information Centre :- Indirect Expenditure	<b>4,401</b>	<b>9,400</b>	<b>4,999</b>	<b>0</b>	<b>4,999</b>	<b>46.8%</b>
<b>Net Income over Expenditure</b>	<b>(505)</b>	<b>(400)</b>	<b>105</b>			
<u>306 Accessibility</u>						
4254 Accessibility Costs	0	2,070	2,070		2,070	0.0%
Accessibility :- Indirect Expenditure	<b>0</b>	<b>2,070</b>	<b>2,070</b>	<b>0</b>	<b>2,070</b>	<b>0.0%</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(2,070)</b>	<b>(2,070)</b>			
TOWN CENTRE & EVENTS :- Income	<b>16,734</b>	<b>43,133</b>	<b>26,399</b>			<b>38.8%</b>
Expenditure	<b>60,554</b>	<b>190,343</b>	<b>129,789</b>	<b>2,043</b>	<b>127,746</b>	<b>32.9%</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(43,820)</b>					

PLANNING

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## Buckingham Town Council

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## Detailed Income &amp; Expenditure by Budget Heading 01/08/2023

Month No: 5

## Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>601 Planning</u>						
3992 Salaries Planning	11,487	36,458	24,971		24,971	31.5%
3993 NI Planning	754	2,750	1,996		1,996	27.4%
3994 Pensions ERS Planning	1,046	3,520	2,474		2,474	29.7%
4624 Neighbourhood Plan	0	2,190	2,190		2,190	0.0%
Planning :- Indirect Expenditure	<b>13,287</b>	<b>44,918</b>	<b>31,631</b>	<b>0</b>	<b>31,631</b>	<b>29.6%</b>
<b>Net Expenditure</b>	<b>(13,287)</b>	<b>(44,918)</b>	<b>(31,631)</b>			
PLANNING :- Income	<b>0</b>	<b>0</b>	<b>0</b>			<b>0.0%</b>
Expenditure	<b>13,287</b>	<b>44,918</b>	<b>31,631</b>	<b>0</b>	<b>31,631</b>	<b>29.6%</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(13,287)</b>					

EARMARKED RESERVES

<u>901 Ear-marked reserves</u>						
9001 Youth Council	0	2,015	2,015		2,015	0.0%
9002 Cemetery development	0	52,433	52,433		52,433	0.0%
9003 Legal Costs	0	3,421	3,421		3,421	0.0%
9005 Website	2,665	4,000	1,335		1,335	66.6%
9010 Flood relief fund	0	826	826		826	0.0%
9011 War memorial	0	2,000	2,000		2,000	0.0%
9012 Christmas lights	0	1,287	1,287		1,287	0.0%
9014 Town In Bloom	457	1,457	1,000		1,000	31.4%
9015 Charter fairs	0	5,141	5,141		5,141	0.0%
9019 Memorial testing & Repairs	0	2,000	2,000		2,000	0.0%
9025 Play area replacement	0	52,932	52,932		52,932	0.0%
9030 Tourism leaflets	0	2,404	2,404	1,521	883	63.3%
9035 Parks Development	6,730	12,230	5,500		5,500	55.0%
9036 Election costs	0	2,150	2,150		2,150	0.0%
9040 Park run	0	89	89		89	0.0%
9049 Neighbourhood Plan	0	22,000	22,000	2,050	19,950	9.3%
9050 Bridge Repairs	13,263	13,263	(0)		(0)	100.0%
9051 Office development / furniture	0	696	696		696	0.0%
9052 Depot equipment	3,785	11,635	7,850		7,850	32.5%
9053 AEDs	0	555	555		555	0.0%
9054 Lace Hill repairs & Maintenance	0	25,000	25,000		25,000	0.0%
9057 Cemetery Lodge repairs	0	5,180	5,180		5,180	0.0%
9058 Bowls Club Pavillion repairs	0	770	770		770	0.0%
9059 Making good / boundary repairs	0	45,000	45,000		45,000	0.0%
9062 Grants	0	3,000	3,000		3,000	0.0%

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**Buckingham Town Council**

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**Detailed Income & Expenditure by Budget Heading 01/08/2023**

**Month No: 5**

**Committee Report**

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
9063 Twinning	0	2,418	2,418		2,418	0.0%
9065 Purchase cemetery & allotment	0	87,000	87,000		87,000	0.0%
9066 Summer Sculpture Trail	0	585	585		585	0.0%
9067 Training	0	4,300	4,300		4,300	0.0%
9069 Computer Equipment	0	3,500	3,500		3,500	0.0%
9070 Rates	0	1,706	1,706		1,706	0.0%
9074 Accessibility	0	2,513	2,513		2,513	0.0%
9075 Recruitment	0	1,000	1,000		1,000	0.0%
Ear-marked reserves :- Indirect Expenditure	<b>26,901</b>	<b>374,506</b>	<b>347,605</b>	<b>3,571</b>	<b>344,034</b>	<b>8.1%</b>
<b>Net Expenditure</b>	<b>(26,901)</b>	<b>(374,506)</b>	<b>(347,605)</b>			
EARMARKED RESERVES :- Income	<b>0</b>	<b>0</b>	<b>0</b>			<b>0.0%</b>
Expenditure	<b>26,901</b>	<b>374,506</b>	<b>347,605</b>	<b>3,571</b>	<b>344,034</b>	<b>8.1%</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(26,901)</b>					
Grand Totals:- Income	<b>794,665</b>	<b>1,327,325</b>	<b>532,660</b>			<b>59.9%</b>
Expenditure	<b>560,218</b>	<b>1,718,898</b>	<b>1,158,680</b>	<b>25,825</b>	<b>1,132,855</b>	<b>34.1%</b>
<b>Net Income over Expenditure</b>	<b>234,446</b>	<b>(391,573)</b>	<b>(626,019)</b>			
<b>Movement to/(from) Gen Reserve</b>	<b>234,446</b>					

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## Buckingham Town Council

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## PURCHASE LEDGER INVOICE LISTING

User: JODIE

## Bought Ledger 1 for Month No 4

## 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
01/07/2023	24870		AMBIVENT	A020	283.50	56.70	340.20	4161	250	283.50	check pressurisation
01/07/2023	24908		AMBIVENT	A020	1,930.00	386.00	2,316.00	4162	250	1,930.00	planned maint annual subs
20/07/2023	24982		AMBIVENT	A020	4,083.00	816.60	4,899.60	4161	250	1,848.50	heating system flush
								4162	250	1,848.50	heating system flush
								4162	250	386.00	heating system flush
01/07/2023	A3848		ALR TRAINING	A023	300.00	60.00	360.00	4220	301	300.00	MIM first aid
01/07/2023	A3850		ALR TRAINING	A023	110.00	22.00	132.00	4213	301	110.00	Dog Show first aid
01/07/2023	A3894		ALR TRAINING	A023	80.00	16.00	96.00	4221	303	80.00	lh fun day first aid
01/07/2023	5641		ACREMANS	A031	340.00	68.00	408.00	4122	262	340.00	clear storm damage
01/07/2023	100027751-2023-		AMAZON	A035	103.71	20.74	124.45	4278	303	103.69	gazebo weights
								4278	303	0.02	gazebo weights
13/07/2023	150878191-2023-		AMAZON	A035	16.24	3.25	19.49	4042	301	16.24	first aid kit box
06/07/2023	GB-156853551-		AMAZON	A035	19.11	3.82	22.93	4112	201	19.11	gutter pipe leaf wire balloon
21/07/2023	GB31A177ABEI		AMAZON	A035	21.43	4.29	25.72	4112	201	21.43	cable ties
10/07/2023	GB317VSGABEI		AMAZON	A035	9.83	1.97	11.80	4279	303	9.83	mod podge
12/07/2023	GB318C6WABEI		AMAZON	A035	14.02	2.80	16.82	4013	102	14.02	hi-ball tumblers
13/07/2023	GB2023-		AMAZON	A035	12.99	0.00	12.99	4273	303	12.99	Artificial grass
13/07/2023	GB3181CFABEI		AMAZON	A035	19.57	3.91	23.48	4038	102	19.57	adapter for laptop
10/07/2023	GB152343461-		AMAZON	A035	14.98	3.00	17.98	4279	303	14.98	self adhesive vinyl
22/07/2023	35514		AYLESBURY FIRE	A058	103.50	20.70	124.20	4162	250	103.50	3 hr drain down test
22/07/2023	35516		AYLESBURY FIRE	A058	45.00	9.00	54.00	4162	250	45.00	minor fire alarm service
01/07/2023	3120		BURGESS BLD	B016	100.00	20.00	120.00	4091	261	100.00	mend chamber door
01/07/2023	001		BEEES CAKES	B032	50.00	0.00	50.00	4279	303	50.00	swan biscuits for art trail
01/07/2023	12578		BUCKS RECYLING	B059	41.40	8.28	49.68	4220	301	41.40	tonnage bins MIM
01/07/2023	28/5		COMPLETE	C003	630.00	126.00	756.00	4220	301	630.00	mim security
01/07/2023	74258		CDS GROUP	C007	2,095.00	419.00	2,514.00	4619	253	2,095.00	new cemetery planning riba 4-6
03/07/2023	7911		COX	C041	90.00	18.00	108.00	4620	253	90.00	6 buckets screened topsoil
01/07/2023	454126		CLARITY	C053	207.41	41.48	248.89	4012	102	207.41	copies march to june

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## Buckingham Town Council

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## PURCHASE LEDGER INVOICE LISTING

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## Bought Ledger 1 for Month No 4

## 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
01/07/2023	4906		CLOUDY IT	C073	932.50	186.50	1,119.00	4027	102	932.50	hosting
18/07/2023	3222		DJ DOORS	D021	105.00	21.00	126.00	4162	250	105.00	auto door service
07/07/2023	98647153		FINDEL EDUCATION	F002	43.47	8.69	52.16	4221	303	43.47	Art Supplies
01/07/2023	20687		FESTIVE	F009	3,761.37	752.27	4,513.64	4201	301	3,761.37	xmas light rental yr 3 2023
01/07/2023	25710		GANDERTON	G008	459.57	91.91	551.48	4036	205	273.08	mower / machinery fuel
								4063	205	186.49	vehicle fuel
01/07/2023	869357		GRUNDON	G050	116.31	23.26	139.57	4033	205	116.31	wheelie bins lnscc
01/07/2023	869358		GRUNDON	G050	399.12	79.82	478.94	4033	205	399.12	wheelie bins depot
01/07/2023	19623		HERON	H009	78.60	15.72	94.32	4617	253	78.60	brackley rd
01/07/2023	12964		HEALTH	H011	1,741.67	348.33	2,090.00	4612	249	870.84	toilet maint
								4612	254	870.83	toilet maint
31/07/2023	JULY23		JACKSON	J014	57.60	0.00	57.60	4253	305	57.60	Honey for TIC
07/07/2023	9314		KEVAN WITT ASSOCIATE	K001	365.00	73.00	438.00	4601	253	365.00	chapel survey work
01/07/2023	50623_01		LEMON POP	L017	300.00	0.00	300.00	4221	303	300.00	Street art workshop
01/07/2023	1091219		MAINSTREAM	M061	63.00	12.60	75.60	4018	102	63.00	817433
01/07/2023	5822		MKPA	M067	2,815.50	0.00	2,815.50	4094	301	2,815.50	play sessions July, Aug 23
01/07/2023	5863		MKPA	M067	784.59	6.67	791.26	4221	303	784.59	open play sessions
01/07/2023	237651		NATIONAL EXPRESS	N023	53.67	0.00	53.67	4253	305	53.67	national express tickets
01/07/2023	101306		OAKPARK	O060	115.00	23.00	138.00	4161	250	115.00	call out intruder alarm 29/6
01/07/2023	48096		PHILLIPS PRINT	P006	400.00	80.00	480.00	4279	303	333.33	swan trail map
								4279	303	66.67	swan trail map
01/07/2023	48111		PHILLIPS PRINT	P006	-66.67	-13.33	-80.00	4279	303	-66.67	swan trail map
01/07/2023	128227		PARAGON	P008	21.60	4.32	25.92	4601	252	21.60	security fencing
01/07/2023	128291		PARAGON	P008	44.90	8.98	53.88	4112	201	11.00	gaffa, padlock
								4037	205	15.40	gloves, cable ties
								4043	102	18.50	trousers
01/07/2023	128371		PARAGON	P008	342.25	68.45	410.70	4620	253	342.25	digger hire
01/07/2023	2556		PRESTON BISSET	P021	1,416.67	283.33	1,700.00	4104	301	1,416.67	Summer Hanging Baskets
01/07/2023	69801586		PHS	P051	198.58	39.72	238.30	4162	250	198.58	sanitary waste and mats

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## PURCHASE LEDGER INVOICE LISTING

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## Bought Ledger 1 for Month No 4

## 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
01/07/2023	69801587		PHS	P051	19.11	3.82	22.93	4162	250	19.11	sanitary waste
01/07/2023	145735		PAYROLL OPTIONS	P057	141.22	28.24	169.46	4030	102	141.22	monthly payroll
01/07/2023	71815		ROSPA	R008	755.50	151.10	906.60	4106	262	755.50	B Park Toddler Inspection
01/07/2023	BK211044-1		SLCC	S005	60.00	12.00	72.00	4023	102	60.00	themed summit
01/07/2023	BK211045-1		SLCC	S005	60.00	12.00	72.00	4023	102	60.00	themed summit
01/07/2023	BK211046-1		SLCC	S005	60.00	12.00	72.00	4023	102	60.00	themed summit
01/07/2023	251882084/0008		SSE	S019	69.61	3.48	73.09	4602	253	69.61	chapel b
01/07/2023	251882084/0009		SSE	S019	69.36	3.47	72.83	4602	253	69.36	chapel b
01/07/2023	371882597/0020		SSE	S019	70.50	3.52	74.02	4602	248	70.50	elec unit 17 may-june
31/07/2023	561897163/0015		SSE	S019	-120.24	-6.01	-126.25	4052	102	-120.24	feeder pillar may - jun
31/07/2023	561897163/0016		SSE	S019	-116.93	-5.85	-122.78	4052	102	-116.93	feeder pillar apr - may
31/07/2023	561897163/0017		SSE	S019	-161.37	-8.07	-169.44	4052	102	-161.37	feeder pillar mar - apr
31/07/2023	561897163/0018		SSE	S019	32.74	1.64	34.38	4052	102	32.74	feeder pillar mar - apr
31/07/2023	561897163/0019		SSE	S019	29.13	1.46	30.59	4052	102	29.13	feeder pillar apr - may
31/07/2023	561897163/0020		SSE	S019	29.61	1.48	31.09	4052	102	29.61	feeder pillar may-jun
31/07/2023	561897163/0021		SSE	S019	28.90	1.44	30.34	4052	102	28.90	feeder pillar jun - jul
13/07/2023	641883083/0010		SSE	S019	422.73	21.13	443.86	4602	248	422.73	unit 12
01/07/2023	701899037/0022		SSE	S019	110.07	5.50	115.57	4602	251	110.07	elec chandos june
03/07/2023	701899037/0023		SSE	S019	-110.07	-5.50	-115.57	4602	251	-110.07	c park toilets
03/07/2023	701899037/0024		SSE	S019	60.12	3.01	63.13	4602	251	60.12	c park toilets
31/07/2023	911898510-0003		SSE	S019	116.31	5.81	122.12	4602	253	116.31	chapel a apr - jul
01/07/2023	1387058908		SCREWFIX	S044	88.78	6.15	94.93	4043	102	88.78	waterproofs, boots, specs
01/07/2023	1387763636		SCREWFIX	S044	50.48	4.09	54.57	4043	102	50.48	safety boots, trousers
18/07/2023	263070		TUDOR ENVIRONMENTAL	T002	26.75	5.35	32.10	4037	205	26.75	strimmer line
01/07/2023	AGE326		TRAVIS	T010	118.90	23.78	142.68	4161	250	118.90	plywood
01/07/2023	AGE457		TRAVIS	T010	76.66	15.33	91.99	4043	102	28.25	trousers
								4112	201	48.41	trousers
01/07/2023	50525		T KING ASSOC	T030	180.00	36.00	216.00	4273	303	180.00	badges
18/07/2023	50762		T KING ASSOC	T030	252.43	50.49	302.92	4043	102	252.43	staff uniform

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## Buckingham Town Council

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## PURCHASE LEDGER INVOICE LISTING

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## Bought Ledger 1 for Month No 4

## 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
01/07/2023	2645896		VIKING DIRECT	V001	39.88	7.98	47.86	4010	102	39.88	2645896/10112348/Stationery
01/07/2023	2713753		VIKING DIRECT	V001	61.94	12.39	74.33	4010	102	61.94	2713753/10112355/Stationery
18/07/2023	2727147		VIKING DIRECT	V001	60.45	12.09	72.54	4010	102	60.45	2727147/10112358/Stationery
31/07/2023	2777895		VIKING DIRECT	V001	65.07	13.01	78.08	4010	102	65.07	2777895/10112364/Stationery
11/07/2023	8449		VALENS WATER	V013	564.00	0.00	564.00	4162	250	564.00	legionella risk assessment
01/07/2023	22736		WATER IN A BOX	W010	58.28	11.65	69.93	4278	303	58.28	water for cele buck day
<b>TOTAL INVOICES</b>					<u>28,539.91</u>	<u>4,689.76</u>	<u>33,229.67</u>			<u>28,539.91</u>	

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## Buckingham Town Council

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## PURCHASE LEDGER INVOICE LISTING

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## Bought Ledger 1 for Month No 5

## 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
01/08/2023	12385318		ANGLIAN WATER	A015	262.12	0.00	262.12	4603	251	262.12	water chandos may-aug
01/08/2023	24997		AMBIVENT	A020	393.29	78.66	471.95	4161	250	393.29	replace failed com room lights
01/08/2023	A4005		ALR TRAINING	A023	300.00	60.00	360.00	4211	301	300.00	bandjam first aid
05/08/2023	5699		ACREMANS	A031	270.00	54.00	324.00	4122	262	270.00	B Park Willow Branch removal
01/08/2023	119044921/2023/4		AMAZON	A035	5.21	1.04	6.25	4112	201	5.21	touch up pen
05/08/2023	1954774705-2023-		AMAZON	A035	29.98	6.00	35.98	4112	201	29.98	jumbo storage sacks
01/08/2023	GB31C46KABEI		AMAZON	A035	18.98	3.80	22.78	4112	201	18.98	gloves
01/08/2023	72918		ABBOT FIRE	A054	110.00	22.00	132.00	4601	253	110.00	fire alarm service cem lodge
01/08/2023	72919		ABBOT FIRE	A054	110.00	22.00	132.00	4606	251	110.00	fire alarm service
07/08/2023	4853		AB DESIGN	A062	455.00	91.00	546.00	4601	252	455.00	Bridge repair reports
01/08/2023	4873		AB DESIGN	A062	270.00	54.00	324.00	4601	252	270.00	Bridge repairs site visit
01/08/2023	993115		BUILDBASE	B013	15.72	3.14	18.86	4601	252	15.72	cuprinol
05/08/2023	0001		BANDJAM	B018	2,727.25	0.00	2,727.25	4211	301	2,727.25	Bandjam 2023 A Finch
01/08/2023	149938		BUCKS RECYLING	B059	233.00	46.60	279.60	4211	301	233.00	wheelie bins for bandjam x 5
01/08/2023	74318		CDS GROUP	C007	4,459.00	891.80	5,350.80	4619	253	4,459.00	new cemetery riba 4-6
01/08/2023	25933		GANDERTON	G008	416.05	83.21	499.26	4036	205	312.79	Mower and machinery fuel
								4063	205	103.26	Vehicle fuel
05/08/2023	4408		GREENFLOW	G020	36.49	0.00	36.49	4709	254	36.49	service C Park toilets
01/08/2023	882286		GRUNDON	G050	384.08	76.82	460.90	4033	205	384.08	wheelie bins Units
01/08/2023	882287		GRUNDON	G050	114.62	22.92	137.54	4033	205	114.62	wheelie bins LHSCC
01/08/2023	1181		GM UTILITIES	G057	13,263.33	2,652.67	15,916.00	9050	901	10,595.05	final bridge
								9050	901	438.29	final bridge
								9035	901	2,229.99	final bridge
01/08/2023	1182		GM UTILITIES	G057	2,230.00	446.00	2,676.00	9050	901	2,230.00	additional bridge works
01/08/2023	161269		JANITORIAL DIRECT	J013	105.04	21.01	126.05	4112	201	105.04	cleaning supplies
01/08/2023	123800		LANDSCAPE	L019	259.60	51.92	311.52	4037	205	259.60	handwipes, roundup
01/08/2023	1093711		MAINSTREAM	M061	66.00	13.20	79.20	4018	102	66.00	816801
01/08/2023	1093712		MAINSTREAM	M061	99.15	19.83	118.98	4018	102	99.15	816801



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## Buckingham Town Council

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## PURCHASE LEDGER INVOICE LISTING

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## Bought Ledger 1 for Month No 5

## 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
01/08/2023	1093713		MAINSTREAM	M061	63.00	12.60	75.60	4018	102	63.00	LHSCC 812872 (Jul-Oct)
01/08/2023	1093714		MAINSTREAM	M061	66.15	13.23	79.38	4018	102	66.15	LHSCC 812872
01/08/2023	FRINGE EXPS		NOW AND THEN THEATRE	N011	48.14	0.00	48.14	4221	303	48.14	Petrol cost recharge - Theatre
01/08/2023	FRINGE EXPS2		NOW AND THEN THEATRE	N011	86.40	0.00	86.40	4221	303	86.40	New website costs - Theatre
01/08/2023	86212		OFF THE KERB	O022	1,000.00	200.00	1,200.00	4241	301	1,000.00	Comedy Night Comedians
01/08/2023	129096		PARAGON	P008	10.75	2.15	12.90	4112	201	10.75	fly lead
01/08/2023	14014525		PLANTSCAPE	P014	3,200.00	640.00	3,840.00	4104	301	3,025.00	Summer Planters
								4104	301	175.00	Summer Planters
01/08/2023	138735		PEAR TECHNOLOGY	P043	365.00	73.00	438.00	4027	102	365.00	Pro mapper
05/08/2023	69983649		PHS	P051	198.58	39.72	238.30	4162	250	198.58	sanitary waste / mats
05/08/2023	69983650		PHS	P051	19.11	3.82	22.93	4162	250	19.11	sanitary waste / mats
01/08/2023	146227		PAYROLL OPTIONS	P057	145.45	29.09	174.54	4030	102	145.45	monthly payroll
07/08/2023	MEM245046-3		SLCC	S005	296.00	0.00	296.00	4017	102	296.00	SB Membership 1/9
01/08/2023	371882597/0021		SSE	S019	46.31	2.31	48.62	4602	248	46.31	Unit 17 July
01/08/2023	701899037/0027		SSE	S019	65.95	3.30	69.25	4602	251	65.95	chandos toilets jun-aug
05/08/2023	2839409		VIKING DIRECT	V001	53.98	10.80	64.78	4010	102	53.98	2839409/10112380/Stationery
01/08/2023	66970		WCCTV	W028	11,500.00	2,300.00	13,800.00	9035	901	4,500.00	cctv
								4100	260	7,000.00	cctv
<b>TOTAL INVOICES</b>					<b>43,798.73</b>	<b>8,051.64</b>	<b>51,850.37</b>			<b>43,798.73</b>	

**BUCKINGHAM TOWN COUNCIL**  
**RESOURCES COMMITTEE**  
**MONDAY 15<sup>th</sup> May 2023**

Contact Officer: Deputy Town Clerk

**Swan Trail budget query**

**1. Recommendations**

1.1. It is recommended that Members note this report.

**2. Background**

2.1 (min.122/23.1) *Summary Income and Expenditure report. The Deputy Town Clerk explained that the Swan Trail has now been separated. She will report back to Members with a detailed explanation.*

**3. Explanation of Swan Trail budget line changes**

3.1. In the financial year 2022 – 2023 the income and expenditure for the Swan Trail were recorded in the following budget codes:

3.1.1. Income: 301/1096 Community Board TCE income

3.1.2. Outgoing: 901/9066 EMR Swan Sculpture Project. The main expenditure in this period was the £6,872 cost of the sculptures themselves. An EMR was used as funds had been carried over from the sale of the Otters from the Otter Trail towards this project.

3.2. In the current financial year 2023 – 2024, income and outgoing for the Swan Trail have been recorded in the following budget codes:

3.2.1. Income: 303/1099 Summer Art Trail sponsorship. This income is local business sponsorship.

3.2.2. Outgoing 303/4279 Summer Art Trail.

3.2.3. Some 2023 – 2024 income had originally been coded to 301/1091 Events sponsorship income, and has since been moved to the correct code.

**BUCKINGHAM TOWN COUNCIL**

**RESOURCES**

**4<sup>th</sup> September 2023**

Contact Officer: Town Clerk

**Awards**

**1. Recommendations**

- 1.1. It is recommended that a Working Group is set up to create a clear process for Town Council Awards. The Working Group will present recommendations to Full Council for agreement.
- 1.2. It is recommended that the invitation to join this Working Group be extended to all members.

**2. Background**

- 2.1. Awards are considered at an informal Full Council meeting in February/ March. Criteria for some awards and information about past recipients are provided prior to the Award process.
- 2.2. At the Informal Meeting in February 2023, Members suggested looking again at the criteria for annual awards (663/22).

**BUCKINGHAM TOWN COUNCIL**  
**RESOURCES COMMITTEE**  
**MONDAY 4<sup>th</sup> September 2023**

Contact Officer: Town Clerk

**Procedure for reporting concerns to the Clerk and Committee**

**1. Recommendations**

1.1. It is recommended that Members note the Clerk's advice.

**2. Background**

2.1. This is being discussed because at the last Resources meeting Members raised the question of how they can put forward information about suppliers in open session when discussing contracts.

**3. Clerk's Advice**

3.1. Members should consider if the information they have is impartial and relevant.

3.2. As soon as a Member receives the agenda and realises, they have information that could be relevant they are advised to contact the Clerk to discuss. The Clerk can then liaise with the Chair and if required the Chair can move to exclude the press and public when the matter is due to be discussed.

3.3. Should a member become aware during a meeting that they have information that they feel it is important that the Committee are aware of, then they should explain this to the Chair and propose that the press and public be excluded.

3.4. For logistical reasons it is suggested that should the press and public be excluded then that item be moved to the end of the agenda in order to prevent a break in the Youtube recording.

Committee	Minute No.	Action	Action Required	Action Owner	Update	Deadline
Resources	800/18	Compliments, Complaints and FOI requests	Members AGREED for a six monthly report.	Town Clerk		Next meeting
Resources	863/21 841/22	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. 15/05/23 Form is now on website and paper copies will be available in the Chamber (Members' suggested amendments to be incorporated).	Completed.
Resources	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.
Resources	833/22	Internal auditor's report	Council should formally document its Internal Controls.  Council to note the requirement for it to regularly review its internal control system.	Town Clerk		October

Committee	Minute No.	Action	Action Required	Action Owner	Update	Deadline
Resources	122/23	Swan Trail budget line	The Deputy Town Clerk will report back to Members with a detailed explanation regarding the Swan Trail budget lines separation from general events sponsorship.	Deputy Town Clerk		On agenda
Resources	123/23	Grants	Cllr. Stuchbury Proposed that we delay the decision and request further information from Project Street Life. Cllr. O'Donoghue Seconded. Members voted in favour of the Proposal.	Deputy Town Clerk		On agenda
R0	134/23	Debtors list	The Deputy Town Clerk will investigate how Members can put forward information about suppliers if required.	Town Clerk		On agenda