



Buckingham Town Council

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Town Clerk: Claire Molyneux

RESOURCES
COMMITTEE

Wednesday, 11 October 2023

Councillor,

You are summoned to a meeting of the Resources Committee of Buckingham Town Council to be held on Monday 16th October 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 agree the minutes of the Resources Committee meeting held on 4th September 2023 and the Extraordinary Resources Committee meeting held on 11th September 2023.

[Copy previously circulated](#)
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4. Budgets

To receive and agree the budget reports:

4.1 Summary Income and Expenditure report.

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

4.3 Purchase Ledger from September 2023.

[Appendix A](#)
[Appendix B](#)
[Appendix C](#)



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. Fund transfers

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

5.1 16/08/23 - £100,000 - Transfer from PSDF to the current account.

5.2 03/10/23 - £100,000 - Transfer from current account to the PSDF.

6. Quarterly banking reconciliations

To receive a verbal update from the Town Clerk.

7. Budget headings

To receive a report from the Town Clerk.

[R/95/23](#)

8. 32 Day notice account

To receive a report from the Finance Officer.

[R/96/23](#)

9. Meeting calendar

To agree to recommend to Full Council the Committee meeting calendar for 2024.

[Appendix D](#)

10. Chair's announcements

11. Date of next meeting:

Monday 11th December 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.

12. Payment endorsements

To note the completed payments list.

[Appendix E](#)

13. Employment and HR support contract

To receive a report from the Compliance and Projects Manager.

[R/97/23](#)

14. Card Machine

To receive a report from the Finance Officer.

[R/98/23](#)

[Appendix F](#)

15. Transitions UK

To receive a verbal report from the Town Clerk.

16. Debtors list

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

[Appendix G](#)

To Committee Members:

Cllr. Collins

Cllr. Harvey

Cllr. Mahi

Cllr. Mordue Vice Chair

Cllr. O'Donoghue Chair

Cllr. Osibogun

Cllr. Ralph

Cllr. Schaefer Town Mayor

Cllr. Stuchbury

Cllr. Try

Cllr. Willett

10/10/2023

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Buckingham Town Council

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Summary Income & Expenditure by Budget Heading 31/10/2023

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>RESOURCES</u>						
Income	1,184,295	1,168,916	(15,379)			101.3%
Expenditure	210,751	455,958	245,207	8,186	237,021	48.0%
Net Income over Expenditure	973,544					
plus Transfer from EMR	0					
Movement to/(from) Gen Reserve	973,544					
<u>ENVIRONMENT</u>						
Income	198,270	115,276	(82,994)			172.0%
Expenditure	363,105	653,173	290,068	31,347	258,721	60.4%
Movement to/(from) Gen Reserve	(164,835)					
<u>TOWN CENTRE & EVENTS</u>						
Income	28,349	43,133	14,784			65.7%
Expenditure	79,148	190,343	111,195	12,121	99,074	47.9%
Movement to/(from) Gen Reserve	(50,800)					
<u>PARTNERSHIPS</u>						
Income	0	0	0			0.0%
Expenditure	0	0	0	0	0	0.0%
Movement to/(from) Gen Reserve	0					
<u>PLANNING</u>						
Income	0	0	0			0.0%
Expenditure	20,351	44,918	24,567	950	23,616	47.4%
Movement to/(from) Gen Reserve	(20,351)					
<u>EARMARKED RESERVES</u>						
Income	0	0	0			0.0%
Expenditure	33,587	374,506	340,919	10,141	330,778	11.7%
Movement to/(from) Gen Reserve	(33,587)					

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Buckingham Town Council

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Summary Income & Expenditure by Budget Heading 31/10/2023**Month No: 7****Committee Report**

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	1,410,914	1,327,325	(83,589)			106.3%
Expenditure	706,943	1,718,898	1,011,955	62,745	949,210	44.8%
Net Income over Expenditure	703,971	(391,573)	(1,095,544)			
plus Transfer from EMR	0					
Movement to/(from) Gen Reserve	703,971					

10/10/2023
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Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 7

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Explanation
<u>RESOURCES</u>							
<u>101 Personnel costs</u>							
4000 Salaries Admin	93,896	197,122	103,227		103,227	47.6%	
4005 ERS National Insurance	9,192	21,446	12,254		12,254	42.9%	
4006 ERS Pension Cont	22,211	49,465	27,254		27,254	44.9%	
4007 Staff travel	37	500	463		463	7.3%	
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%	
<u>102 Office expenses</u>							
1010 Chamber hire	419	850	431			49.3%	
1012 Photocopier use	0	5	5			0.0%	
4010 Stationery	879	3,020	2,141	61	2,080	31.1%	
4011 Postage	7	450	443		443	1.6%	
4012 Photocopier	841	2,500	1,659		1,659	33.7%	
4013 Equipment purchase	139	1,150	1,011		1,011	12.1%	
4017 Subscriptions	3,609	4,050	442		442	89.1%	
4018 Telephones	4,476	10,000	5,524		5,524	44.8%	
4019 Hire of Community Hall	0	300	300		300	0.0%	
4021 Hospitality	172	400	228		228	43.0%	
4023 Training	645	10,010	9,365		9,365	6.4%	
4027 Software	8,858	16,000	7,142		7,142	55.4%	
4030 Payroll	1,073	2,070	997		997	51.9%	
4032 Publicity and newsletter	2,558	6,879	4,321		4,321	37.2%	
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	506	2,000	1,494		1,494	25.3%	
4052 Heat, light, power	107	2,500	2,393		2,393	4.3%	
4156 Buckingham Centre rent	5,250	17,000	11,750		11,750	30.9%	
4225 Rates	2,794	5,000	2,206		2,206	55.9%	
<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%		
<u>104 Legal requirements</u>								
1098	Insurance Claims Income	3,217	0	(3,217)		0.0%	claims income to be shown as an income line, cannot budget for	
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%		
<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%		
<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%		
<u>130 Admin reserves</u>								
1176	Precept	1,164,561	1,164,561	0		100.0%		
1190	Interest received	16,098	3,500	(12,598)		459.9%	More interest received than budgeted for	
<u>132 Future planning / contingencies</u>								
4500	Future planning / contingencies	54	12,500	12,446	12,446	0.4%		
4999	Town Centre Study	0	0	0	8,125	(8,125)	0.0%	Grant funding to cover expenditure expected
<u>304 Youth Council</u>								
4238	Youth Council admin	0	110	110	110	0.0%		
<u>ENVIRONMENT</u>								
<u>201 Environment</u>								
3995	NI Environment	8,587	20,582	11,995	11,995	41.7%		
3996	Pensions ERS Environment	23,183	57,963	34,780	34,780	40.0%		
4004	Salaries environment	102,035	230,926	128,891	128,891	44.2%		
4112	Environment Equipment	2,266	10,260	7,994	7,894	100	99.0%	
4168	Defibrillators	223	518	295	295	43.1%		

<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%	
4108	Roundabout	151	2,110	1,959	1,959	7.2%
<u>203 Maintenance</u>						
4082	Allotments	2,101	2,101	0	0	100.0%
<u>204 Devolved services expenses</u>						
1017	Devolved services income	22,881	20,992	(1,889)	109.0%	More income than budgeted for
<u>205 Grounds maintenance</u>						
4033	Waste disposal	2,164	5,610	3,446	3,446	38.6%
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	1,099	2,750	1,651	1,651	40.0%
4063	Vehicle hire and running costs	2,115	7,000	4,885	4,885	30.2%
<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	57	900	843	843	6.3%
4602	Electricity	901	2,000	1,099	1,099	45.0%
4603	Water	227	550	323	323	41.2%
<u>249 C Meadow Toilets/Shopmobility</u>						
1085	Shopmobility income	0	200	200		0.0%
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	4,354	10,560	6,206	6,206	41.2%
4709	Maintenance	0	600	600	600	0.0%
<u>250 Lace Hill</u>						
1026	Lace Hill Community Centre	27,114	40,250	13,136		67.4%
1027	Solar income	3	0	(3)		0.0%
4050	Lace Hill playing fields	280	550	270	270	51.0%

Unexpected price increases

Unexpected income, not budgeted for

4118	Solar panels	0	380	380		380	0.0%
4158	Lace Hill gas	1,940	4,202	2,262		2,262	46.2%
4159	Lace Hill electricity	1,064	7,660	6,596		6,596	13.9%
4160	Lace Hill water	357	385	28		28	92.7%
4161	Lace Hill Repair & Maintenance	2,931	3,707	776	861	(85)	102.3%
4162	Lace Hill Planned Maintenance	6,870	7,200	330		330	95.4%
4164	Lace Hill equipment	454	3,000	2,546	280	2,266	24.5%
4225	Rates	10,354	10,704	350		350	96.7%

Unexpected essential repair to fire exits x 3

251 Chandos Park

1030	Bowls income	0	627	627			0.0%
1035	TENNIS COURT RENT	0	714	714			0.0%
4601	Repairs & maintenance fund	0	3,780	3,780		3,780	0.0%
4602	Electricity	236	1,600	1,364		1,364	14.8%
4603	Water	852	2,120	1,268		1,268	40.2%
4606	Bowls Club Maintenance	110	2,120	2,010		2,010	5.2%

252 Bourton Park

4601	Repairs & maintenance fund	5,598	8,300	2,702	742	1,960	76.4%
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253 Cemeteries

1041	Burial fees	10,618	27,050	16,432			39.3%
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	1,946	4,445	2,499	1,390	1,109	75.0%
4602	Electricity	365	960	595		595	38.0%
4617	Memorial testing	79	2,156	2,077	2,077	0	100.0%
4619	Cemeteries Development	20,151	69,647	49,496	8,158	41,338	40.6%
4620	Expenses for burial duties	1,405	5,510	4,105		4,105	25.5%

Under investigation, possible refund

254 Chandos Park toilets

4612	Contractor charge	4,354	11,810	7,456		7,456	36.9%
4709	Maintenance	1,122	1,185	63		63	94.7%

255 Railway Walk & Castle Hill

4120	Friends of Groups	0	1,140	1,140		1,140	0.0%
4709	Maintenance	140	1,096	956		956	12.8%

256 Storage Premises

4066	Grenville garage rent	299	765	466		466	39.1%
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258 Cemetery Lodge

1061	Cemetery Lodge rental income	4,507	11,747	7,240			38.4%
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4034	PWLB repayments inc. interest	2,351	4,702	2,351		2,351	50.0%
4609	Cemetery Lodge maintenance	0	3,105	3,105		3,105	0.0%

260 CCTV

1097	Grants Received	4,000	0	(4,000)			0.0%	CCTV grant income, not budgeted for *
4100	CCTV maintenance	6,500	2,500	(4,000)	(4,000)		260.0%	CCTV costs covered by grant (above *)

261 Community Centre

4085	Structural repairs	0	15,000	15,000	5,545	9,455	37.0%
4091	Chamber	1,032	1,051	19		19	98.2%

262 Parks General

1064	Section 106 income	121,043	0	(121,043)			0.0%	Received to cover new playground installation *
4101	Seats and bins	0	1,605	1,605	328	1,277	20.4%	
4102	Dog bins	(278)	9,010	9,288	4,072	5,217	42.1%	
4106	Play area maintenance	5,662	6,966	1,304		1,304	81.3%	
4122	Tree works	8,735	28,200	19,465		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%	New playground installation covered by S106 *

TOWN CENTRE & EVENTS301 Town Centre & Events

1013	Hanging baskets	(333)	456	789			(73.1%)	Hanging baskets not to be invoiced as per TCE
1028	Lace Hill events income	137	847	710			16.2%	
1062	Community Fair table income	0	230	230			0.0%	
1066	Comedy night income	1,070	1,500	430			71.3%	
1069	Charter fairs income	7,751	7,660	(91)			101.2%	
1091	Events Sponsorship Income	324	50	(274)			648.0%	More income than budgeted for
1092	Events Stall Income	0	800	800			0.0%	
1093	Dog Show Income	48	125	77			38.4%	
3997	NI TC&E	1,674	4,323	2,649		2,649	38.7%	
3998	Pensions ERS TC&E	6,176	19,863	13,687		13,687	31.1%	
3999	Salaries TC&E	34,709	79,743	45,034		45,034	43.5%	
4042	Events equipment	420	1,000	580		580	42.0%	
4094	Youth project	2,816	3,485	670		670	80.8%	
4104	Town in Bloom	4,787	9,000	4,213		4,213	53.2%	
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	550	1,500	950		950	36.7%	

4201	Christmas lights	3,761	12,800	9,039		9,039	29.4%		
4202	Firework display	0	6,600	6,600	5,149	1,451	78.0%		
4203	Community fair	0	490	490		490	0.0%		
4205	Christmas parade	40	5,000	4,960		4,960	0.8%		
4207	Remembrance parade	605	1,030	425		425	58.7%		
4208	Spring Fair	40	300	260		260	13.3%		
4211	Band Jam	4,389	4,792	403	319	85	98.2%		
4212	Christmas lights switch on	185	3,000	2,815	2,110	705	76.5%		
4213	Dog show	143	700	557		557	20.5%		
4220	Music in the Market	4,407	4,721	314	330	(16)	100.3%	2022/23 cost not invoiced for	
4241	Comedy Night expenditure	1,396	1,500	104		104	93.1%		
4243	Charter Fairs	895	5,500	4,605	3,520	1,085	80.3%		
4260	Twinning	0	65	65		65	0.0%		
<u>302 Street markets</u>									
1005	Street markets	9,892	16,944	7,053			58.4%		
1006	Flea market	3,570	3,800	230			93.9%		
4017	Subscriptions	384	501	117		117	76.6%		
4225	Rates	1,672	2,900	1,228		1,228	57.6%		
4234	Market Entertainment	0	950	950		950	0.0%		
4235	Market infrastructure & Promotion	750	1,250	500		500	60.0%		
<u>303 Special events</u>									
1020	Food fair income	(25)	571	596			(4.4%)		
1083	Fringe income	395	200	(195)			197.7%	More income than budgeted for	
1094	Skate Park Income	0	950	950			0.0%		
1099	Summer Art Trail Sponsorship	1,170	0	(1,170)			0.0%	income not budgeted for to cover costs below*	
4169	Skate Park Event	0	950	950		950	0.0%		
4221	Fringe	1,604	2,000	396		396	80.2%		
4242	Food fair	0	600	600		600	0.0%		
4244	Flags	362	600	238		238	60.4%		
4273	One-off events	13	1,100	1,087		1,087	1.2%		
4278	Celebrate Buckingham Day	1,702	1,800	98		98	94.6%		
4279	Summer Art Trail	882	0	(882)		(882)	0.0%	Not budgeted for, sponsorship income to cover *	
<u>305 Tourist Information Centre</u>									
1084	TIC income	4,349	9,000	4,651			48.3%		
4253	TIC tickets & produce	4,583	8,500	3,917		3,917	53.9%		
4255	Heritage app expenditure	0	500	500		500	0.0%		
4274	Tourism website	179	400	221		221	44.7%		

306 Accessibility

4254 Accessibility Costs	0	2,070	2,070	693	1,377	33.5%
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PLANNING601 Planning

3992 Salaries Planning	17,413	36,458	19,045		19,045	47.8%
3993 NI Planning	1,154	2,750	1,596		1,596	42.0%
3994 Pensions ERS Planning	1,569	3,520	1,951		1,951	44.6%
4624 Neighbourhood Plan	216	2,190	1,974	950	1,024	53.2%

EARMARKED RESERVES901 Ear-marked reserves

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	100.0%
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	100.0%
9025 Play area replacement	0	52,932	52,932		52,932	0.0%
9030 Tourism leaflets	30	2,404	2,374	1,491	883	63.3%
9035 Parks Development	7,336	12,230	4,894	4,650	244	98.0%
9036 Election costs	0	2,150	2,150		2,150	0.0%
9040 Park run	0	89	89		89	0.0%
9049 Neighbourhood Plan	6,050	22,000	15,950		15,950	27.5%
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 Pavilion 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%
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%	
	Grand Totals:- Income	1,410,914	1,327,325	(83,589)		106.3%	
	Expenditure	706,943	1,718,898	1,011,955	62,745	949,210	44.8%
	Net Income over Expenditure	703,971	(391,573)	(1,095,544)			

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Buckingham Town Council

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PURCHASE LEDGER INVOICE LISTING

User: JODIE

Bought Ledger 1 for Month No 6

Order by Supplier A/c

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Nominal Ledger Analysis				
							Invoice Total	A/C	Centre	Amount	Analysis Description
01/09/2023	12421978		ANGLIAN WATER	A015	47.39	3.32	50.71	4603	248	47.39	may-aug
01/09/2023	12421982		ANGLIAN WATER	A015	235.47	21.85	257.32	4160	250	235.47	may - aug
01/09/2023	12422395		ANGLIAN WATER	A015	43.78	2.96	46.74	4603	248	43.78	may-aug
28/09/2023	A4082		ALR TRAINING	A023	140.00	28.00	168.00	4212	301	140.00	1st aid xmas light switch on
29/09/2023	119044921-2023-		AMAZON	A035	5.21	1.04	6.25	4112	201	5.21	touch up paint (brown)
29/09/2023	126476511-2023-		AMAZON	A035	35.21	7.04	42.25	4112	201	35.21	hi-viz waistcoats
01/09/2023	GB31EJAXABEI		AMAZON	A035	9.99	2.00	11.99	4013	102	9.99	glasses
07/09/2023	GB31HPDLABEI		AMAZON	A035	15.61	3.12	18.73	4112	201	15.61	hammerite smooth
07/09/2023	GB31HQTPABEI		AMAZON	A035	55.83	11.17	67.00	4112	201	55.83	hammerite
29/09/2023	GB31MIMHAEBI		AMAZON	A035	55.83	11.17	67.00	4112	201	55.83	hammerite
27/09/2023	GB31MZGYABEI		AMAZON	A035	16.80	3.36	20.16	4043	102	16.80	work trousers
01/09/2023	GB31P3FABEC		AMAZON	A035	-14.02	-2.80	-16.82	4112	201	-14.02	CREDIT GLASSES
01/09/2023	GB100149461-		AMAZON	A035	19.99	4.00	23.99	4164	250	19.99	badminton nets
30/09/2023	GB100617651-		AMAZON	A035	16.66	3.33	19.99	4112	201	16.66	hammerite
30/09/2023	GB142187143-		AMAZON	A035	62.35	12.47	74.82	4112	201	62.35	hammerite
22/09/2023	4972		BALC	B001	50.00	0.00	50.00	4023	102	50.00	H & S course. SB
30/09/2023	SI-558		COMMUNITY CENTRE	B002	215.60	0.00	215.60	4624	601	215.60	hall hire 30/9
22/09/2023	606336		BREWERS	B005	248.79	49.76	298.55	4112	201	248.79	paint x various
13/09/2023	2205063977		BUCKS COUNCIL	B006	583.33	116.67	700.00	4243	301	583.33	charter fair clear up x 2
13/09/2023	2305005292		BUCKS COUNCIL	B006	-556.94	-111.39	-668.33	4102	262	-556.94	redit 2 x dog waste bins
01/09/2023	2505009555		BUCKS COUNCIL	B006	5,250.00	0.00	5,250.00	4267	102	5,250.00	verney close rent apr-sept
28/09/2023	09/23		BAFA	B012	72.00	0.00	72.00	1026	250	72.00	Bafa art work sale
01/09/2023	2022/84/BTC		BLACK DOG DESIGN	B038	30.00	6.00	36.00	9030	901	30.00	hidden treasures
30/09/2023	2023/88/BTC		BLACK DOG DESIGN	B038	1,190.00	84.00	1,274.00	4032	102	1,190.00	btm
01/09/2023	4769		BHA	B045	785.00	157.00	942.00	4122	262	785.00	tree work em and church
05/09/2023	34072024		BRAYLEY	B075	598.18	108.67	706.85	4063	205	598.18	service and MOT KO19CFA
01/09/2023	BANDJAM23		COMPLETE	C003	1,044.00	208.80	1,252.80	4211	301	1,044.00	security for bandjam
27/09/2023	945		CHRIS MAYHEW	C019	300.00	0.00	300.00	4166	301	300.00	LHSCC Hallowe'en disco

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Buckingham Town Council

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PURCHASE LEDGER INVOICE LISTING

User: JODIE

Bought Ledger 1 for Month No 6

Order by Supplier A/c

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Nominal Ledger Analysis				
							Invoice Total	A/C	Centre	Amount	Analysis Description
27/09/2023	458154		CLARITY	C053	217.04	43.41	260.45	4012	102	217.04	copy charges
30/09/2023	5361		CLOUDY IT	C073	932.50	186.50	1,119.00	4027	102	932.50	monthly hosting
30/09/2023	5541		CLOUDY IT	C073	932.50	186.50	1,119.00	4027	102	932.50	monthly hosting
22/09/2023	18056		CARDIAID	C074	223.00	44.60	267.60	4168	201	223.00	AED Maint contract
27/09/2023	22238		FUTURE SIGNS	F003	317.50	63.50	381.00	4042	301	317.50	parking restriction signs
26/09/2023	2898		FIRE TRAINING	F008	320.00	64.00	384.00	4023	102	320.00	evac chair training
07/09/2023	900353		GRUNDON	G050	370.47	74.09	444.56	4033	205	370.47	wheelie bins
07/09/2023	0900354		GRUNDON	G050	141.55	28.31	169.86	4033	205	141.55	wheelie bins
01/09/2023	921027		GRUNDON	G050	11.40	2.28	13.68	4033	205	11.40	wheelie bins LH
01/09/2023	921028		GRUNDON	G050	6.00	1.20	7.20	4033	205	6.00	wheelie bins depot
01/09/2023	19678		HERON	H009	206.85	41.37	248.22	4100	260	56.35	cctv signs
								4108	202	150.50	roundabout signs x 7
07/09/2023	19706		HERON	H009	50.05	10.01	60.06	4100	260	50.05	cctv decals
01/09/2023	13131		HEALTH	H011	1,741.67	348.33	2,090.00	4612	249	870.83	toilet maintenance
								4612	254	870.84	toilet maintenance
28/09/2023	13180		HEALTH	H011	1,741.67	348.33	2,090.00	4612	254	870.84	toilet maintenance
								4612	249	870.83	toilet maintenance
01/09/2023	90983		HAGS	H050	545.80	109.16	654.96	4106	262	545.80	playground repairs
18/09/2023	20004		HAMPSHIRE FLAG	H053	362.27	72.46	434.73	4244	303	362.27	BTC flag x 2
30/09/2023	162827		JANITORIAL DIRECT	J013	218.37	43.67	262.04	4164	250	218.37	CLEANING SUPPLIES
20/09/2023	SEPT		JACKSON	J014	28.80	0.00	28.80	4253	305	28.80	honey x 6 jars
14/09/2023	21991535		J PARKERS	J018	560.95	112.19	673.14	4050	250	280.48	various bulbs
								4601	252	140.24	various bulbs
								4709	255	140.23	various bulbs
07/09/2023	9402		KEVAN WITT ASSOCIATE	K001	365.00	73.00	438.00	4601	253	365.00	cemetery chapel surveying
30/09/2023	248402		KOMPAN	K009	458.96	91.79	550.75	4106	262	458.96	playground items
01/09/2023	706		LOCKFAST	L022	75.00	15.00	90.00	4112	201	75.00	locksmith to chamber door
30/09/2023	1096403		MAINSTREAM	M061	75.00	15.00	90.00	4018	102	75.00	care line
30/09/2023	1096404		MAINSTREAM	M061	0.15	0.03	0.18	4018	102	0.15	812872

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PURCHASE LEDGER INVOICE LISTING

User: JODIE

Bought Ledger 1 for Month No 6

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
30/09/2023	1096410		MAINSTREAM	M061	63.00	12.60	75.60	4018	102	63.00	824596
30/09/2023	238470		NATIONAL EXPRESS	N023	58.75	0.00	58.75	4253	305	58.75	national express tickets
30/09/2023	238865		NATIONAL EXPRESS	N023	96.89	0.00	96.89	4253	305	96.89	national express tickets
18/09/2023	1383		ONEILL HOMER	O009	2,050.00	410.00	2,460.00	9049	901	2,050.00	BNP review
30/09/2023	1409		ONEILL HOMER	O009	4,000.00	800.00	4,800.00	9049	901	4,000.00	buck neighbourhood plan reveiw
28/09/2023	18421		ONLINE PLAYGROUNDS	O023	731.93	146.39	878.32	4106	262	731.93	playground parts
01/09/2023	54166		ONLINE PLAYGROUNDS	O023	280.17	56.03	336.20	4106	262	280.17	play equipment
30/09/2023	12546		OAKPARK	O060	184.00	36.80	220.80	4162	250	184.00	Ann Intruder Monitoring LHSCC
30/09/2023	102456		OAKPARK	O060	57.00	11.40	68.40	4601	248	57.00	Ann Maint CCTV Depot
30/09/2023	102545		OAKPARK	O060	357.00	71.40	428.40	4162	250	357.00	Annual Intruder LHSCC
18/09/2023	130072		PARAGON	P008	247.20	49.44	296.64	4620	253	247.20	digger hire
29/09/2023	130376		PARAGON	P008	41.00	8.20	49.20	4161	250	5.00	gaffa
								4037	205	10.00	gloves
								4112	201	26.00	chemical anchor, bolt
30/09/2023	130542		PARAGON	P008	23.25	4.65	27.90	4601	251	23.25	chain, padlock, discs
30/09/2023	151852		PROMAIN	P042	83.95	16.79	100.74	4112	201	83.95	graffiti remover
30/09/2023	146688		PAYROLL OPTIONS	P057	153.75	30.75	184.50	4030	102	153.75	payroll processing
30/09/2023	147154		PAYROLL OPTIONS	P057	145.45	29.09	174.54	4030	102	145.45	payroll production
27/09/2023	971624948		PITCHCARE	P059	376.00	75.20	451.20	4112	201	376.00	rubber matting for grass
22/09/2023	196510		RAWLINS PAINTS	R004	65.41	13.07	78.48	4601	252	65.41	paint / wood rot hardener
22/09/2023	196511		RAWLINS PAINTS	R004	68.46	13.70	82.16	4601	252	68.46	paint x various
13/09/2023	MEM245768-1		SLCC	S005	471.00	0.00	471.00	4017	102	471.00	Membership fee for CM
30/09/2023	5366		SURE2DOOR	S010	466.62	93.32	559.94	4032	102	466.62	btm delivery
20/09/2023	5487		SURE2DOOR	S010	480.26	96.05	576.31	4032	102	480.26	BTM delivery
20/09/2023	5491		SURE2DOOR	S010	310.66	62.13	372.79	4619	253	310.66	delivery of new Cemetery flyer
30/09/2023	371882597/0022		SSE	S019	51.03	2.55	53.58	4602	248	51.03	jul-aug unit 17
05/09/2023	561897163/0022		SSE	S019	137.47	6.87	144.34	4052	102	137.47	feeder pillar jul - aug
11/09/2023	561897163/0023		SSE	S019	127.09	6.35	133.44	4052	102	127.09	feeder pillar aug-sept
30/09/2023	901899037/0028		SSE	S019	103.16	5.15	108.31	4602	251	103.16	aug chandos toilets

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Buckingham Town Council

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PURCHASE LEDGER INVOICE LISTING

User: JODIE

Bought Ledger 1 for Month No 6

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
07/09/2023	1041		SOUND AND LIGHT GUYS	S031	587.50	117.50	705.00	4207	301	587.50	locksmith to chamber door
30/09/2023	444578920		SAFETY CULTURE US	S035	368.63	0.00	368.63	4027	102	368.63	iauditor GS team
07/09/2023	1411967623		SCREWFIX	S044	6.66	1.33	7.99	4161	250	6.66	key cabinet and delivery
01/09/2023	1414181655		SCREWFIX	S044	30.41	6.08	36.49	4112	201	30.41	padlock
30/09/2023	172523		TUDOR ENVIRONMENTAL	T002	50.32	10.06	60.38	4043	102	50.32	safety clothing
30/09/2023	2815197		VIKING DIRECT	V001	63.83	12.77	76.60	4010	102	63.83	2815197/10112375/Stationery
01/09/2023	2925458		VIKING DIRECT	V001	60.46	12.09	72.55	4010	102	60.46	2925458/10112391/Stationery
07/09/2023	2970293		VIKING DIRECT	V001	11.99	2.40	14.39	4010	102	11.99	2970293/10112397/Stationery
07/09/2023	2976855		VIKING DIRECT	V001	61.99	12.40	74.39	4010	102	61.99	2976855/10112397/Stationery
26/09/2023	3055968		VIKING DIRECT	V001	88.10	17.62	105.72	4010	102	88.10	3055968/10112413/Stationery
12/09/2023	211622048		VISTAPRINT	V009	137.11	27.42	164.53	4619	253	137.11	flyers and leaflets
22/09/2023	78171		WICKSTEED LEISURE	W004	328.43	65.69	394.12	4106	262	305.25	health check sign
								4106	262	23.18	health check sign / playground
TOTAL INVOICES					33,484.49	5,049.56	38,534.05			33,484.49	

**Buckingham Town Council
Resources Committee
Monday 16th October 2023**

Contact Officer: Town Clerk

Budget lines

1. Recommendations

1.1. It is recommended that members agree to make no changes to the budget line cost centres for the 2023-2024 budget.

2. Background

2.1. As part of the budget planning process, all committees have been asked to agree the budget lines for the next financial year.

2.2. Following consultation with relevant team members and the Chair of the Resources Committee, no required changes have been identified. It is therefore recommended that the Resources budget is prepared using the same budget lines as this year's budget.

Buckingham Town Council
Resources
Monday 16th October 2023

Contact Officer: Jodie Baughan – Finance Officer

32 Day Notice Account

1. Recommendations

- 1.1. It is recommended that Members agree to close the 32 Day Notice account we hold with Lloyds Bank and transfer the £10,423.19 balance to the Current account.

2. Background

- 2.1. Buckingham Town Council has three accounts, Lloyds Current, Lloyds 32 Day Notice and a CCLA fund.
- 2.2. Since the addition of the CCLA account and the agreement from Council that any funds not immediately required would be invested into the CCLA account, the 32 Day Notice account has remained untouched for a long period of time. The account requires 32 days notice to withdraw funds and can not drop below a balance of £10,000 therefore it is not possible to use the money without closing the account.
- 2.3. The interest rate of the 32 Day Notice account is currently 2.60% variable and is therefore depreciating in value against inflation.
- 2.4. The more available money there is in the Current account the more we could invest with the CCLA. This will result in more dividends being received and reinvested. The CCLA is currently offering a considerably better return on the money than the 32 Day Notice account.

2024		Meeting	Clerk	Meeting	Clerk	Meeting/Events	Clerk
	1	Bank Holiday					
Jan	8	Interim	Paula	Planning	Paula		
	15	Resources	Paula			CSG - Thurs 18th Jan @ 1pm - Online	Bethanie
	22					BNPVG 25th Jan 10:30am	Bethanie
	29	Precept	Paula			Holocaust Memorial Friday 26th Jan	
Feb	5	Planning	Paula			ECDI - Thursday 8th February @ 6pm	Paula
	12	TC&E	Paula			Pancake race 15th February	
	19	Environment	Paula			BNPVG 22nd Feb 10:30am	Bethanie
	26	Interim (Informal Precedes)	Paula	Planning	Paula	Food Fair 24th February	
Mar	4	Resources (Grants)	Paula			CSG - Thurs 7th Mar @ 1pm - Chamber	Bethanie
	11						
	18	Full Council	Paula			BNPVG 21st March 10:30am	Bethanie
	25	Planning	Paula			Easter Event Lace Hill 24th March	
Apr	1	Easter Monday BH					
	8	TC&E	Paula			CSG - Thurs 11th Apr @ 1pm - Chamber	Bethanie
	15	Environment	Paula			Annual Town Meeting Thursday 18th April	
	22	Interim	Paula	Planning	Paula		
May	29	Resources	Paula			ECDI - Thursday 2nd May @ 6pm	Paula
	6	Early Spring BH					
	13	ASM & Full Council	Paula			BNPVG 16th May 10:30am	
	20	Planning	Paula				
	27	Late Spring BH					
June	3	TC&E	Paula			CSG - Thurs 6th Jun @ 1pm - Chamber	Bethanie
	10	Environment	Paula			Mayor Making Friday 7th June	
	17	Interim	Paula	Planning	Paula	BNPVG 13th June 10:30am	Bethanie
	24	Staffing & Resources	Paula			ECDI - Thursday 27th June @ 6pm	Paula
July	1						
	8	Full Council	Paula			BNPVG 11th July 10:30am	Bethanie
	15	Planning	Paula			CSG - Thurs 18th July @ 1pm - Online	Bethanie
	22	TC&E	Paula				
Aug	29	Environment	Paula			BNPVG 1st August 10:30am	Bethanie
	5	School Summer Holidays					
	12						
	19	Planning	Paula				
	26	Late Summer BH					
Sept	2	Resources	Paula			CSG - Thurs 5th Sept @ 1pm - Chamber	Bethanie
	9						
	16	Full Council	Paula				
	23	Planning	Paula			ECDI - Thursday 26th Sept @ 6pm	Paula
	30	TC&E	Paula				
Oct	7	Environment	Paula			BNPVG 10th October 10:30am	Bethanie
	14	Interim	Paula	Planning	Paula	CSG - Thurs 17th Oct @ 1pm - Online	Bethanie
	21	Resources	Paula				
	28						
Nov	4	Full Council	Paula				
	11	TC&E	Paula				
	18	Environment	Paula			CSG - Thurs 21st Nov @ 1pm - Chamber	Bethanie
	25	Interim	Paula	Planning	Paula	ECDI - Thursday 29th November @ 6pm	Paula
Dec	2						
	9	Resources	Paula				
	16	Full Council	Paula	Planning	Paula		
	23						
	30						