



Buckingham Town Council

Town Council Office, Buckingham Centre,
Verney Close, Buckingham, MK18 1JP
01280 816426

office@buckingham-tc.gov.uk

Town Clerk: Claire Molyneux

RESOURCES
COMMITTEE

27th August 2025

Councillor,

You are summoned to a meeting of the Resources Committee of Buckingham Town Council to be held on Monday 1st September 2025 following the Extraordinary Environment Committee meeting at 7pm, in the Council Chamber, Cornwalls Meadow, Buckingham, MK18 1RP.

Please note that the meeting will be preceded by a Public Session in accordance with Standing Orders 3.e, 3.f, and 3.g, which will last for a maximum of 15 minutes. A member of the public shall not speak for more than 3 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 23rd June 2025.

[Copy previously circulated](#)

4. Budgets

To receive and agree the budget reports:

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

[Appendix A](#)

Twinned with Mouvaux, France;



Neukirchen-Vluyn, Germany



Valmadrera, Italy



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.

5.2 Purchase Ledger from x and x 2025.

5.3 To note the final 2024-2025 accounts

[Appendix B](#)

[Appendix C](#)

5. Fund transfers

To note the following £100k transfers to the CCLA account:

16/5, 31/5, 31/5 (second transfer), 30/6, and 26/8.

6. Quarterly banking reconciliations

To be receive a verbal update from The Town Clerk

7. Staff Pay Award

To note that the nationally negotiated pay rise for staff is 3.2%

8. Refund of grant monies

To receive a letter from Lace Hill Residents' Association.

[Appendix D](#)

9. GDPR – compliance is now audited

To receive a report from the Compliance and Projects Manager.

[R/61/25](#)

10. Local Council Award Scheme

To receive a report from the Compliance and Projects Manager.

[R/62/25](#)

11. Updates from representatives on outside bodies

To receive verbal updates from Councillors.

12. Action Report

To review and discuss the Action Report.

[Appendix E](#)

13. Chair's announcements – for information only

14. Date of next meeting: Monday 20th October 2025

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 F](#)

16. Payment endorsements

To note payment endorsement sheets X to X.

[Appendix G](#)

To:

Cllr. F. Davies Town Mayor

Cllr. J. Harvey

Cllr. H. Haydock

Cllr. A. Mahi

Cllr. H. Mordue Vice Chair

Cllr. J. Mordue

Cllr. R. Newell

Cllr. L. O'Donoghue Chair

Cllr. A. Schaefer

Email: office@buckingham-tc.gov.uk

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Cllr. R. Stuchbury

Cllr. M. Try

Email: office@buckingham-tc.gov.uk

26/08/2025
11:37

Buckingham Town Council

Page 1

Detailed Income & Expenditure by Budget Heading

Month No: 4

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR	Explanation
<u>RESOURCES</u>							
<u>101 Personnel Costs EXPENDITURE</u>							
4000 Salaries Admin	69,489	249,543	180,054		180,054		
4005 ERS National Insurance	8,713	27,634	18,921		18,921		
4006 ERS Pension Contributions	16,329	62,030	45,701		45,701		
4007 Staff travel	0	550	550		550		
4008 Occupational Health	300	1,369	1,069		1,069		
4025 HR advice	3,536	5,480	1,944		1,944		
4026 Staff & Recruitment	238	300	62		62		
<u>102 Office expenses INCOME</u>							
1010 Chamber hire	184	950	766				
1012 Photocopier use	0	10	10				
<u>102 Office expenses EXPENDITURE</u>							
4010 Stationery	983	3,020	2,037	38	1,998		
4011 Postage	0	320	320		320		
4012 Photocopier	279	2,500	2,221		2,221		
4013 Equipment purchase	894	1,242	348	25	323	156	
4017 Subscriptions	3,768	4,400	632	81	551		
4018 Telephones	3,450	10,806	7,356		7,356		
4019 Hire of Community Hall	0	325	325		325		
4021 Hospitality	0	475	475		475		
4023 Training	3,970	10,225	6,255	1,931	4,324	3,500	
4027 Software	6,514	19,000	12,486		12,486		
4030 Payroll	734	2,120	1,386		1,386		
4032 Publicity and newsletter	1,297	7,400	6,103		6,103		
4038 Computer equipment	1,511	3,000	1,489		1,489		
4041 Website	835	3,000	2,165		2,165		
4043 Protective clothing	223	2,070	1,847		1,847		
4052 Heat, light, power	461	3,613	3,152		3,152		
4156 Buckingham Centre rent	0	17,000	17,000		17,000		
4267 Buckingham centre rates	2,794	4,658	1,864		1,864		

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR	Explanation
<u>103 Councillors EXPENDITURE</u>							
4020 Mayor's duties	0	2,163	2,163		2,163		
4029 Mayor's civic	1,613	1,864	251		251		
4044 Councillors' mileage / exp.	0	573	573		573		
4045 Councillors' allowance	0	11,426	11,426		11,426		
4236 Election costs	0	14,000	14,000		14,000		
4269 Councillor training	0	3,500	3,500		3,500		
<u>104 Legal requirements EXPENDITURE</u>							
4014 Audit fees	395	4,140	3,745		3,745		
4016 Legal costs	0	6,000	6,000		6,000		
4022 Insurance	20,767	22,253	1,486		1,486		
<u>120 Long-term grants EXPENDITURE</u>							
4040 Four Year Grants Awarded	23,227	23,227	0		0		
4080 Annual Grants Awarded	9,640	9,641	1		1		
<u>125 Commemorative items EXPENDITURE</u>							
4501 Civic award	0	800	800		800		
4504 Remembrance wreath	0	30	30		30		
4505 Mayor's salver	0	150	150		150		
<u>130 Admin reserves INCOME</u>							
1176 Precept	653,845	1,307,690	653,845				
1190 Interest received	9,752	31,500	21,748				
<u>132 Future planning / contingencies EXPENDITURE</u>							
4500 Future planning / contingencies	11,295	14,000	2,705	3,174	(469)		Grant due and holding funds.
4507 ECDI Projects	0	200	200		200		

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR	Explanation
<u>ENVIRONMENT</u>							
<u>201 Environment EXPENDITURE</u>							
3995 NI Environment	9,572	26,112	16,540		16,540		
3996 Pensions ERS Environment	19,585	62,851	43,266		43,266		
4004 Salaries environment	83,136	253,650	170,514		170,514		
<u>202 Roundabouts INCOME</u>							
1051 Roundabout no. 1	480	2,881	2,401				
1052 Roundabout no. 2	1,535	1,535	0				
1053 Roundabout no. 3	2,520	2,520	0				
1054 Roundabout no. 4	3,211	3,211	0				
1056 Roundabout no. 6	3,422	3,422	0				
1057 Roundabout no. 7	1,746	1,746	0				
<u>202 Roundabouts EXPENDITURE</u>							
4108 Roundabout	368	2,000	1,632	55	1,576		
<u>203 Maintenance EXPENDITURE</u>							
4082 Allotments	2,350	2,350	0		0		
<u>205 Grounds maintenance EXPENDITURE</u>							
4033 Waste disposal	1,421	6,081	4,660		4,660		
4035 Machinery	0	2,973	2,973		2,973		
4036 Fuel (Mower)	656	1,900	1,244		1,244		
4037 Sundries	132	3,251	3,119	193	2,927		
4063 Vehicle hire and running costs	675	7,242	6,567		6,567		
<u>248 Depot EXPENDITURE</u>							
4013 Equipment purchase	588	5,462	4,874		4,874		

APPENDIX A

4055 Alarm	581	600	19	19		
4225 Rates	5,240	4,928	(312)	(312)	312	EMR used
4601 Repairs & maintenance fund	60	900	840	840		
4602 Electricity	149	1,660	1,511	1,511		
4603 Water	49	635	586	586		

249 C Meadow Toilets/Shopmobility INCOME

1085 Shopmobility income	140	245	105			
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249 C Meadow Toilets/Shopmobility EXPENDITURE

4602 Electricity	62	600	538		538	
4603 Water	0	600	600		600	
4608 Shopmobility	322	1,000	678	158	520	
4612 Contractor charge	3,132	11,774	8,642		8,642	
4709 Maintenance	377	1,000	623		623	

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR	Explanation
<u>250 Lace Hill INCOME</u>							
1026 Lace Hill Community Centre	12,917	42,000	29,083				
1027 Solar income	0	150	150				
<u>250 Lace Hill EXPENDITURE</u>							
4050 Lace Hill playing fields	0	555	555			555	
4118 Solar panels	0	400	400		400		
4158 Lace Hill gas	209	5,112	4,903		4,903		
4159 Lace Hill electricity	417	7,202	6,785		6,785		
4160 Lace Hill water	183	1,124	941		941		
4161 Lace Hill Repair & Maintenance	125	4,800	4,675		4,675		
4162 Lace Hill Planned Maintenance	477	8,200	7,723	148	7,575		
4164 Lace Hill equipment	122	3,200	3,078	533	2,545		
4225 Rates	10,354	0	(10,354)		(10,354)		Virement required as per minutes.

251 Chandos Park INCOME

1030 Bowls income	0	644	644				
1035 Tennis Court Rent	0	799	799				

251 Chandos Park EXPENDITURE

4601 Repairs & maintenance fund	44	4,088	4,044		4,044		
4602 Electricity	57	800	743		743		
4603 Water	0	2,535	2,535		2,535		

4606	Bowls Club Maintenance	0	2,120	2,120	2,120	
<u>252 Bourton Park EXPENDITURE</u>						
4601	Repairs & maintenance fund	16	11,000	10,984	33,967	(22,983) EMR used
<u>253 Cemeteries INCOME</u>						
1041	Burial fees	5,248	27,729	22,481		
<u>253 Cemeteries EXPENDITURE</u>						
4225	Rates	3,026	2,494	(532)	(532)	532
4265	New cemetery maintenance	0	3,500	3,500	3,500	
4601	Repairs & maintenance fund	236	5,000	4,764	4,764	
4602	Electricity	148	1,035	887	887	
4617	Memorial testing	0	2,253	2,253	2,253	
4619	Cemeteries Development	28,498	88,265	59,767	822	58,944
4620	Expenses for burial duties	1,191	5,785	4,594	4,594	

APPENDIX A

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR	Explanation
<u>254 Chandos Park toilets EXPENDITURE</u>								
4612	Contractor charge	3,163	11,774	8,611		8,611		
4709	Maintenance	310	2,000	1,690		1,690		
<u>255 Railway Walk & Castle Hill EXPENDITURE</u>								
4709	Maintenance	0	1,180	1,180		1,180		
<u>256 Storage Premises EXPENDITURE</u>								
4066	Grenville garage rent	166	650	484		484		
<u>258 Cemetery Lodge INCOME</u>								
1061	Cemetery Lodge rental income	3,300	12,099	8,799				
<u>258 Cemetery Lodge EXPENDITURE</u>								
4034	PWLB repayments inc. interest	0	4,702	4,702		4,702		
4609	Cemetery Lodge maintenance	1,036	3,375	2,339		2,339		
<u>260 CCTV EXPENDITURE</u>								
4100	CCTV maintenance	1,779	4,000	2,221		2,221		
<u>261 Community Centre EXPENDITURE</u>								
4085	Structural repairs	3,068	19,910	16,842	7,554	9,289		
4091	Chamber	0	1,150	1,150		1,150		
<u>262 Parks General EXPENDITURE</u>								
4101	Seats and bins	0	2,000	2,000		2,000		
4102	Dog bins	0	4,660	4,660		4,660		
4106	Play area maintenance	691	14,000	13,309	6,446	6,863		
4112	Environment Equipment	2,265	11,050	8,785	313	8,472		
4122	Tree works	3,310	36,760	33,450		33,450		
4168	Defibrillators	0	560	560		560		
4275	Play area replacement fund	0	10,500	10,500		10,500		
4276	Conservation Volunteers	0	2,240	2,240		2,240		
4280	Machinery Repair / Replace	0	2,500	2,500		2,500		
4281	Vehicle Repair / Replace	0	2,500	2,500		2,500		

4284 Biodiversity Audit	0	2,000	2,000		2,000
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	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR	Explanation
<u>264 New Cemetery INCOME</u>							
1109 PWLB Income New Cemetery	1,173,099	0	(1,173,099)				**
<u>264 New Cemetery EXPENDITURE</u>							
4282 New Cemetery PWLB Repayments	0	2,600	2,600		2,600		
4285 NEW CEMETERY PWLB	144,757	0	(144,757)		(144,757)		Expenditure covered by income **

TOWN CENTRE & EVENTS

<u>301 Town Centre & Events INCOME</u>							
1028 Lace Hill events income	0	850	850				
1062 Community Fair table income	0	230	230				
1066 Comedy night income	0	1,000	1,000				
1069 Charter fairs income	0	9,050	9,050				
1091 Events Sponsorship Income	0	100	100				
1092 Events Stall Income	319	1,150	832				
1093 Dog Show Income	0	300	300				
1094 Skate Park Income	0	25	25				
1104 Remembrance Contributions	0	1,250	1,250				
<u>301 Town Centre & Events EXPENDITURE</u>							
3997 NI TC&E	2,451	8,055	5,604		5,604		
3998 Pensions ERS TC&E	4,312	19,102	14,790		14,790		
3999 Salaries TC&E	23,672	100,729	77,057		77,057		
4042 Events equipment	391	1,500	1,109	0	1,109		
4094 Youth project	3,120	6,180	3,060	1,020	2,040		
4104 Town in Bloom	6,115	9,900	3,785	3,982	(197)		Agreement not finalised until after precept
4107 Pride of Place	0	65	65	83	(18)		Price increases not anticipated in precept
4115 River rinse	0	464	464	396	68		
4128 Small Events	18	375	357	47	310		
4166 Lace Hill events	299	1,640	1,341		1,341		
4201 Christmas lights	2,253	14,000	11,747		11,747		
4202 Firework display	612	7,500	6,888		6,888		
4203 Community fair	0	310	310		310		
4205 Christmas parade	0	6,100	6,100		6,100		

APPENDIX A

4207	Remembrance parade	2,715	3,150	435		435
4208	Spring Fair	0	300	300		300
4211	Band Jam	3,460	5,253	1,793	1,792	1
4212	Christmas lights switch on	240	3,364	3,124		3,124
4213	Dog show	0	900	900	288	612
4220	Buckingham Live	5,641	6,100	459		459
4241	Comedy Night expenditure	0	1,500	1,500		1,500
4243	Charter Fairs	0	5,500	5,500		5,500
4245	Street Food Fair	330	2,400	2,070		2,070
4260	Twinning	60	100	40		40

APPENDIX A

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR	Explanation
<u>302 Street markets INCOME</u>							
1005 Street markets	5,304	17,500	12,196				
1006 Flea market	2,618	5,100	2,482				
<u>302 Street markets EXPENDITURE</u>							
4017 Subscriptions	0	450	450		450		
4225 Rates	1,672	2,000	328		328		
4234 Market Entertainment	0	1,000	1,000		1,000		
4235 Market infrastructure & Promotion	0	1,000	1,000		1,000		
<u>303 Special events INCOME</u>							
1020 Food fair income	0	820	820				
1083 Fringe income	0	437	437				Additional income expected**
<u>303 Special events EXPENDITURE</u>							
4169 Skate Park Event	1,600	2,000	400	200	200		
4221 Fringe	2,082	2,150	68	151	(83)		Overspend but additional income expected**
4242 Food fair	0	610	610		610		
4244 Flags	191	610	419	0	419		
4273 One-off events	0	500	500		500		
4278 Celebrate Buckingham Day	2,256	2,000	(256)	420	(676)		Cost of entertainment available higher than anticipated
4283 Small Business Promotion	0	1,200	1,200		1,200		
<u>305 Tourist Information Centre INCOME</u>							
1084 TIC income	2,267	9,000	6,733				
<u>305 Tourist Information Centre EXPENDITURE</u>							
4253 TIC tickets & produce	2,996	6,250	3,254		3,254		
4255 Heritage app expenditure	0	300	300		300		
4274 Tourism website	114	440	326		326		
<u>306 Accessibility EXPENDITURE</u>							
4254 Accessibility Costs	0	2,250	2,250		2,250		
<u>PLANNING</u>							
<u>601 Planning EXPENDITURE</u>							
3992 Salaries Planning	12,982	39,989	27,007		27,007		
3993 NI Planning	1,447	3,026	1,579		1,579		
3994 Pensions ERS Planning	1,183	3,720	2,537		2,537		
4624 Neighbourhood Plan	1,300	12,000	10,700		10,700		
Grand Totals:- Income	1,881,907	1,485,943	(395,964)				

Expenditure	610,876	1,539,177	928,301	63,816	864,486
Net Income over Expenditure	1,271,032	(53,234)	(1,324,266)		

26/08/2025

10:23

Buckingham Town**Council Earmarked****Reserves**

Page 1

Account	Opening Balance	Net Transfers	Closing Balance
325 EMR YOUTH COUNCIL	2,015.00		2,015.00
326 EMR CEMETERY DEVELOPMENT	44,596.49	3,503.51	48,100.00
327 EMR LEGAL COSTS	363.34	636.66	1,000.00
328 EMR FLOOD RELIEF FUND	826.00		826.00
329 EMR WAR MEMORIAL	600.00	-600.00	0.00
330 EMR CHRISTMAS LIGHTS	2,171.00		2,171.00
331 EMR TOWN IN BLOOM	1,000.00		1,000.00
332 EMR CHARTER FAIRS	5,141.00		5,141.00
333 EMR PLAY AREA REPLACEMENT	57,932.00	10,000.00	67,932.00
334 EMR TOURISM LEAFLETS	883.00		883.00
335 EMR GREEN SPACES DEVELOPMENT	8,916.00	5,862.00	14,778.00
337 EMR BRIDGE REPAIRS	44,640.00	-4,640.00	40,000.00
338 EMR OFFICE DEVELOPMENT / FURNI	156.00	-156.00	0.00
339 EMR DEPOT EQUIPMENT	7,850.00	3,150.00	11,000.00
340 EMR AEDS	850.00		850.00
341 EMR LHSCC REPAIRS & MAINT	25,000.00	3,000.00	28,000.00
342 EMR CEMETERY LODGE REPAIRS	500.00	-500.00	0.00
343 EMR BOWLS PAVILION REPAIRS	2,493.00		2,493.00
344 EMR MAKING GOOD/BOUNDARY REP	45,000.00		45,000.00
345 EMR EMERGENCY GRANTS	3,000.00		3,000.00
346 EMR TWINNING	2,483.00	65.00	2,548.00
348 EMR SCULPTURE TRAIL	800.00	100.00	900.00
349 EMR TRAINING	8,953.00	-1,355.00	7,598.00
350 EMR COMPUTERS & SOFTWARE	5,633.00		5,633.00
351 EMR RATES	1,491.69	-835.69	656.00
352 EMR ACCESSIBILITY	2,513.00		2,513.00
353 EMR WILDLIFE CONSERVATION VOLU	1,461.00	2,271.00	3,732.00
354 EMR MACHINERY REPLACE & REPAIR	9,949.00	2,500.00	12,449.00
355 EMR BUILDINGS REPLACE & REPAIR	6,500.00		6,500.00
356 EMR RESOURCING RESERVE	38,466.00	16,362.00	54,828.00
357 EMR VEHICLE REPLACEMENT & REPA	3,445.00	3,898.00	7,343.00
358 EMR STAFFING COSTS	3,676.42		3,676.42
360 EMR BUCKINGHAM CENTRE COSTS	0.00	6,500.00	6,500.00
361 EMR EVENTS RESERVE	0.00	4,000.00	4,000.00
	339,303.94	53,761.48	393,065.42

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
05/07/2025	15270255		ANGLIAN WATER	A015	321.69	45.07	366.76	4608	249	321.69	jan - july water cornwalls me
04/07/2025	A4904		ALR TRAINING	A023	500.00	100.00	600.00	4211	301	500.00	first aid for band jam
02/07/2025	1X4R-96LD-L43X		AMAZON	A035	5.45	1.09	6.54	4010	102	5.45	phone case
02/07/2025	GB51DSWQABEY		AMAZON	A035	35.11	7.02	42.13	4010	102	8.31	mouse
								4112	262	13.32	nuts
								4128	301	13.48	art stuff
01/07/2025	GB51FFOGABEY		AMAZON	A035	8.31	1.66	9.97	4010	102	0.89	mouse
								4010	102	7.42	mouse
01/07/2025	GB51FFOHABEY		AMAZON	A035	47.59	9.52	57.11	4010	102	47.59	headset
11/07/2025	GB51GVBXABEY		AMAZON	A035	35.52	7.10	42.62	4010	102	6.14	fan
								4112	262	29.38	brushes
02/07/2025	GB5008SHV6SJI		AMAZON	A035	4.87	0.97	5.84	4128	301	4.87	wooden beads
02/07/2025	GB5008VY3IJ5JI		AMAZON	A035	7.57	1.52	9.09	4112	262	7.57	gear oil
02/07/2025	XX500HZIPCH1T		AMAZON	A035	5.66	1.13	6.79	4010	102	5.66	phone case
01/07/2025	6158		BALC	B001	25.00	0.00	25.00	4023	102	25.00	conf 2025
01/07/2025	2501		BOURTON RD	B040	2,350.00	0.00	2,350.00	4082	203	2,350.00	annual grant
01/07/2025	900533		BCQ	B052	720.00	0.00	720.00	4032	102	720.00	fringe week flyer
01/07/2025	203990		BUCKS RECYLING	B059	230.00	46.00	276.00	4221	303	230.00	wheelie bins street food fair
01/07/2025	150762		BENNETT	B088	1,725.00	345.00	2,070.00	4500	132	1,725.00	access for work quipment PC
01/07/2025	150878		BENNETT	B088	50.00	10.00	60.00	4500	132	50.00	access to work PC
11/07/2025	150979		BENNETT	B088	35.00	7.00	42.00	4500	132	35.00	access to work set up
01/07/2025	75695		CDS GROUP	C007	4,533.00	906.60	5,439.60	4619	253	4,533.00	new cemetery stage 5
04/07/2025	7411		CLOUDY IT	C073	51.22	10.24	61.46	4027	102	51.22	various add ons
04/07/2025	8011		CLOUDY IT	C073	1,036.50	207.30	1,243.80	4027	102	1,036.50	monthly hosting
15/07/2025	SCHOOLS OUT		DJ DAN BLAZE	D003	400.00	0.00	400.00	4221	303	400.00	SCHOOLS OUT/10113007/DJ entert
01/07/2025	SI-6451		DJ DOORS	D021	110.00	22.00	132.00	4162	250	110.00	SI-6451/10113004/Service of au
01/07/2025	KI-C151764D-0044		E-ON	E006	164.39	8.22	172.61	4159	250	164.39	june
11/07/2025	3072025		FUN FACTOR	F025	570.00	0.00	570.00	4221	303	570.00	disco and entertainment lh fun

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
01/07/2025	11207		FM HEARING	F032	4,415.00	883.00	5,298.00	4500	132	4,415.00	access to work equipment PC
01/07/2025	31132		GANDERTON	G008	324.96	64.99	389.95	4036	205	214.49	fuel
								4063	205	110.47	fuel
02/07/2025	4832		GREENFLOW	G020	30.41	6.08	36.49	4612	254	30.41	service
01/07/2025	00308		GIS	G029	1,550.00	0.00	1,550.00	4122	262	1,550.00	tree mapping app
01/07/2025	1303603		GRUNDON	G050	130.74	26.15	156.89	4033	205	130.74	wheelie bins LHSCC
01/07/2025	1303604		GRUNDON	G050	378.12	75.62	453.74	4033	205	378.12	wheelie bins depot
01/07/2025	230251		GROUND CONTROL	G052	122,716.92	24,543.38	147,260.30	4285	264	122,716.92	new cemetery ground works
01/07/2025	20331		HERON	H009	368.44	73.68	442.12	4108	202	368.44	roundabout sign
01/07/2025	20334		HERON	H009	125.00	25.00	150.00	4161	250	125.00	repair letters LHSCC
02/07/2025	14710		HEALTH	H011	2,088.30	417.66	2,505.96	4612	249	1,044.15	toilet maint
								4612	254	1,044.15	toilet maint
01/07/2025	925306		INREACH	I014	105.43	21.09	126.52	4012	102	105.43	copies
04/07/2025	925880		INREACH	I014	7.50	1.50	9.00	4012	102	7.50	copies
01/07/2025	308913-1		KOMPAN	K009	54.00	10.80	64.80	4106	262	54.00	308913-1/10113011/climbing wal
01/07/2025	250700173947		MAINSTREAM	M061	196.99	39.40	236.39	4018	102	196.99	telephone lines
01/07/2025	394		MKPA	M067	911.95	0.00	911.95	4221	303	383.55	394/10113006/wiki replacement
								4221	303	242.70	394/10113006/slide bouncy & st
								4221	303	285.70	394/10113006/zorb balls & staf
04/07/2025	22394		MKPA	M067	83.34	16.66	100.00	4278	303	83.34	play equipment cele buck
01/07/2025	659		NALC	N001	35.00	7.00	42.00	4023	102	35.00	green responsibilities - ns
01/07/2025	20250624-0002		NOTHING	N018	262.84	52.57	315.41	4112	262	262.84	padlock and keys
02/07/2025	156022		OFFICE FURNITURE	O002	77.00	15.40	92.40	4010	102	10.00	chair Lo'D
								4010	102	67.00	chair Lo'D
04/07/2025	158360		OFFICE FURNITURE	O002	704.00	140.80	844.80	4013	102	156.00	desk, drawers, chair
								338		-156.00	desk, drawers, chair
								6002	102	156.00	desk, drawers, chair
								4013	102	548.00	desk, drawers, chair
01/07/2025	112887		OAKPARK	O060	60.00	12.00	72.00	4055	248	60.00	replacement part

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
01/07/2025	144322		PARAGON	P008	258.75	51.75	310.50	4112	262	258.75	wood chipper
01/07/2025	144540		PARAGON	P008	73.52	14.70	88.22	4106	262	7.50	glue
								4601	253	10.00	hook and loop
								4112	262	10.00	hose
								4112	262	1.67	repairer
								4037	205	44.35	cable ties
01/07/2025	144718		PARAGON	P008	443.00	88.60	531.60	4620	253	443.00	digger hire
01/07/2025	157415		PAYROLL OPTIONS	P057	167.85	33.57	201.42	4030	102	167.85	monthly payroll
01/07/2025	BK222051-1		SLCC	S005	35.00	7.00	42.00	4023	102	35.00	comm engagement - as
01/07/2025	QL204768-3		SLCC	S005	3,500.00	0.00	3,500.00	4023	102	3,500.00	cm masters 2nd payment
								349		-3,500.00	cm masters 2nd payment
								6002	102	3,500.00	cm masters 2nd payment
01/07/2025	QL207398-1		SLCC	S005	120.00	24.00	144.00	4023	102	120.00	cm pialc
01/07/2025	IVO3014846		SSE	S019	57.16	11.43	68.59	4602	251	57.16	may
01/07/2025	IVO3015222		SSE	S019	23.57	4.72	28.29	4052	102	23.57	may
01/07/2025	IVO3079923		SSE	S019	50.76	2.54	53.30	4602	248	50.76	may depot
01/07/2025	2003972948		SCREWFIX	S044	81.62	16.33	97.95	4112	262	14.95	socket set, saw, burns refill
								4112	262	66.67	socket set, saw, burns refill
01/07/2025	2004788272		SCREWFIX	S044	41.95	8.40	50.35	4112	262	41.95	cutting discs, blades, bolts
01/07/2025	2005597147		SCREWFIX	S044	74.72	14.95	89.67	4112	262	41.68	2005597147/10113008/Safety Sho
								4112	262	33.04	2005597147/10113008/Tamper
01/07/2025	6402025		STRAWBERRY	S056	180.00	0.00	180.00	4278	303	180.00	stage cele buck
31/07/2025	CANCEL		STRAWBERRY	S056	-180.00	0.00	-180.00	4278	303	-180.00	posted twice
01/07/2025	1016516636		TRAVIS	T010	37.50	7.50	45.00	4013	248	37.50	1016516636/10112905/Building m
01/07/2025	1016952429		TRAVIS	T010	18.82	3.76	22.58	4013	248	18.82	1016952429/10112905/Building m
01/07/2025	1016987127		TRAVIS	T010	44.73	8.95	53.68	4013	248	44.73	1016987127/10112905/Building m
01/07/2025	1017208666		TRAVIS	T010	25.56	5.11	30.67	4013	248	25.56	1017208666/10112905/Building m
01/07/2025	1017284276		TRAVIS	T010	209.46	41.89	251.35	4013	248	82.85	1017284276/10112905/Building m
								4013	248	126.61	building materials dept

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
01/07/2025	1017292465		TRAVIS	T010	94.07	18.81	112.88	4013	248	94.07	1017292465/10112905/Building m
01/07/2025	1017716510		TRAVIS	T010	158.08	31.62	189.70	4013	248	158.08	1017716510/10112905/Building m
04/07/2025	6410		TS ELECTRICAL	T067	748.48	149.70	898.18	4112	262	748.48	electrics chandos toilets
01/07/2025	5989260		VIKING DIRECT	V001	59.66	11.93	71.59	4010	102	59.66	stationery
01/07/2025	6023120		VIKING DIRECT	V001	144.76	28.95	173.71	4010	102	144.76	stationery
TOTAL INVOICES					154,066.84	28,756.43	182,823.27			154,066.84	

RESOURCES

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
101 Personnel costs						
4000 Salaries Admin	209,446	216,104	6,658		6,658	
4005 ERS National Insurance	21,036	23,419	2,383		2,383	
4006 ERS Pension Cont	49,600	54,412	4,812		4,812	
4007 Staff travel	141	550	409		409	
4008 Occupational Health	795	1,369	574		574	
4025 HR advice	5,250	5,295	45		45	
4026 Staff & Recruitment	693	200	(493)		(493)	493
Personnel costs :- Indirect Expenditure	286,962	301,349	14,387	0	14,387	493
Net Expenditure	(286,962)	(301,349)	(14,387)			
6002 plus Transfer from EMR	493	0	(493)			
Movement to/(from) Gen Reserve	(286,469)	(301,349)	(14,880)			
102 Office expenses						
1010 Chamber hire	1,019	850	(169)			
1012 Photocopier use	19	8	(11)			
Office expenses :- Income	1,038	858	(180)			0
4010 Stationery	1,732	3,020	1,288		1,288	
4011 Postage	163	300	137		137	
4012 Photocopier	937	2,500	1,563		1,563	
4013 Equipment purchase	1,316	2,226	910		910	
4017 Subscriptions	4,334	4,675	341		341	
4018 Telephones	10,965	10,000	(965)	456	(1,421)	
4019 Hire of Community Hall	339	325	(14)		(14)	
4021 Hospitality	433	425	(8)		(8)	
4023 Training	9,034	11,250	2,216	225	1,991	3,125
4024 Bank charges	23	0	(23)		(23)	
4027 Software	16,899	17,700	801		801	
4030 Payroll	1,895	2,070	175		175	
4032 Publicity and newsletter	6,377	6,773	396		396	
4038 Computer equipment	1,975	4,000	2,025		2,025	
4041 Website	1,825	4,000	2,175		2,175	
4043 Protective clothing	1,177	2,000	823		823	
4052 Heat, light, power	3,112	3,222	110	413	(303)	
4156 Buckingham Centre rent	10,500	17,000	6,500		6,500	
4267 Buckingham centre rates	2,794	4,500	1,706		1,706	
Office expenses :- Indirect Expenditure	75,830	95,986	20,156	1,094	19,062	3,125
Net Income over Expenditure	(74,791)	(95,128)	(20,337)			
6002 plus Transfer from EMR	3,125	0	(3,125)			
Movement to/(from) Gen Reserve	(71,666)	(95,128)	(23,462)			

Continued over page

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
103 Councillors						
4020 Mayor's duties	0	2,090	2,090		2,090	
4029 Mayor's civic	1,174	1,801	627		627	
4044 Councillors' mileage / exp.	196	573	377		377	
4045 Councillors' allowance	9,618	10,882	1,264		1,264	
4236 Election costs	0	12,000	12,000		12,000	
4269 Councillor training	435	2,580	2,145		2,145	
Councillors :- Indirect Expenditure	11,423	29,926	18,503	0	18,503	0
Net Expenditure	(11,423)	(29,926)	(18,503)			
104 Legal requirements						
1098 Insurance Claims Income	2,256	0	(2,256)			
Legal requirements :- Income	2,256	0	(2,256)			0
4014 Audit fees	2,490	4,000	1,510		1,510	
4016 Legal costs	10,508	4,000	(6,508)		(6,508)	6,508
4022 Insurance	19,505	21,500	1,995		1,995	
Legal requirements :- Indirect Expenditure	32,503	29,500	(3,003)	0	(3,003)	6,508
Net Income over Expenditure	(30,247)	(29,500)	747			
6002 plus Transfer from EMR	6,508	0	(6,508)			
Movement to/(from) Gen Reserve	(23,739)	(29,500)	(5,761)			
120 Long-term grants						
4040 Four Year Grants Awarded	22,442	22,442	0		0	
4080 Annual Grants Awarded	9,313	9,315	2		2	
Long-term grants :- Indirect Expenditure	31,755	31,757	2	0	2	0
Net Expenditure	(31,755)	(31,757)	(2)			
125 Commemorative items						
4501 Civic award	270	800	530		530	
4504 Remembrance wreath	25	65	40		40	
4505 Mayor's salver	0	140	140		140	
Commemorative items :- Indirect Expenditure	295	1,005	710	0	710	0
Net Expenditure	(295)	(1,005)	(710)			

	Actual Year To Date	Current Annual Bud	Variance Annual Tota	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>130 Admin reserves</u>						
1176 Precept	1,230,480	1,230,480	0			
1190 Interest received	40,707	2,818	(37,889)			
Admin reserves :- Income	1,271,187	1,233,298	(37,889)			0
Net Income	1,271,187	1,233,298	(37,889)			
<u>132 Future planning / contingencie</u>						
4500 Future planning / contingencie	261	2,182	1,921		1,921	
Future planning / contingencie :- Indirect Expenditure	261	2,182	1,921	0	1,921	0
Net Expenditure	(261)	(2,182)	(1,921)			
<u>304 Youth Council</u>						
4238 Youth Council admin	0	110	110		110	
Youth Council :- Indirect Expenditure	0	110	110	0	110	0
Net Expenditure	0	(110)	(110)			
RESOURCES :- Income	1,274,481	1,234,156	(40,325)			
Expenditure	439,029	491,815	52,786	1,094	51,692	
Net Income over Expenditure	835,452	742,341	(93,111)			
plus Transfer from EMR	10,125	0	(10,125)			
Movement to/(from) Gen Reserve	845,578	742,341	(103,237)			
<u>ENVIRONMENT</u>						
<u>201 Environment</u>						
3995 NI Environment	21,803	22,249	446		446	
3996 Pensions ERS Environment	55,531	61,577	6,046		6,046	
4004 Salaries environment	234,308	250,670	16,362		16,362	
Environment :- Indirect Expenditure	311,642	334,496	22,854	0	22,854	0
Net Expenditure	(311,642)	(334,496)	(22,854)			
<u>202 Roundabouts</u>						
1051 Roundabout no. 1	2,805	2,805	0			
1052 Roundabout no. 2	1,495	1,495	0			
1053 Roundabout no. 3	2,454	2,454	0			

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
1054 Roundabout no. 4	3,127	3,127	0			
1056 Roundabout no. 6	3,332	3,332	0			
1057 Roundabout no. 7	1,700	1,700	0			
Roundabouts :- Income	14,913	14,913	0			0
4108 Roundabout	551	2,205	1,654		1,654	
Roundabouts :- Indirect Expenditure	551	2,205	1,654	0	1,654	0
Net Income over Expenditure	14,362	12,708	(1,654)			
<u>203 Maintenance</u>						
4082 Allotments	2,288	2,288	0		0	
Maintenance :- Indirect Expenditure	2,288	2,288	0	0	0	0
Net Expenditure	(2,288)	(2,288)	0			
<u>204 Devolved services expenses</u>						
1017 Devolved services income	0	24,000	24,000			
Devolved services expenses :- Income	0	24,000	24,000			0
Net Income	0	24,000	24,000			
<u>205 Grounds maintenance</u>						
4033 Waste disposal	5,344	5,610	266		266	
4035 Machinery	2,480	2,915	435		435	
4036 Fuel (Mower)	1,911	2,533	622		622	
4037 Sundries	2,529	3,025	496	251	245	
4063 Vehicle hire and running costs	5,420	7,060	1,640	242	1,398	
Grounds maintenance :- Indirect Expenditure	17,684	21,143	3,459	493	2,966	0
Net Expenditure	(17,684)	(21,143)	(3,459)			
<u>248 Depot</u>						
4013 Equipment purchase	1,421	5,000	3,579	462	3,118	
4055 Alarm	548	560	12		12	
4225 Rates	4,784	4,641	(143)		(143)	143
4601 Repairs & maintenance fund	649	900	251		251	
4602 Electricity	1,741	2,000	259		259	
4603 Water	713	635	(78)		(78)	
Depot :- Indirect Expenditure	9,856	13,736	3,880	462	3,418	143
Net Expenditure	(9,856)	(13,736)	(3,880)			
6002 plus Transfer from EMR	143	0	(143)			
Movement to/(from) Gen Reserve	(9,713)	(13,736)	(4,023)			

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>249 C Meadow Toilets/Shopmobility</u>						
1085 Shopmobility income	311	200	(111)			
C Meadow Toilets/Shopmobility :- Income	311	200	(111)			0
4602 Electricity	0	600	600		600	
4603 Water	0	600	600		600	
4608 Shopmobility	1,136	1,002	(134)		(134)	
4612 Contractor charge	11,464	10,450	(1,014)		(1,014)	
4709 Maintenance	5,864	6,600	736		736	
C Meadow Toilets/Shopmobility :- Indirect Expenditure	18,464	19,252	788	0	788	0
Net Income over Expenditure	(18,153)	(19,052)	(899)			
<u>250 Lace Hill</u>						
1026 Lace Hill Community Centre	41,008	41,000	(8)			
1027 Solar income	2,170	150	(2,020)			
Lace Hill :- Income	43,177	41,150	(2,027)			0
4050 Lace Hill playing fields	267	550	283		283	
4118 Solar panels	0	380	380		380	
4158 Lace Hill gas	5,504	4,600	(904)		(904)	
4159 Lace Hill electricity	4,784	6,500	1,716		1,716	
4160 Lace Hill water	645	1,086	441		441	
4161 Lace Hill Repair & Maintenance	5,047	4,000	(1,047)		(1,047)	
4162 Lace Hill Planned Maintenance	7,082	7,920	838		838	
4164 Lace Hill equipment	1,991	3,754	1,763		1,763	
4225 Rates	10,354	11,048	694		694	
Lace Hill :- Indirect Expenditure	35,675	39,838	4,163	0	4,163	0
Net Income over Expenditure	7,503	1,312	(6,191)			
<u>251 Chandos Park</u>						
1030 Bowls income	627	650	23			
1035 Tennis Court Rent	778	778	0			
Chandos Park :- Income	1,405	1,428	23			0
4601 Repairs & maintenance fund	1,256	3,950	2,695		2,695	
4602 Electricity	1,067	1,471	404		404	
4603 Water	2,150	2,449	299		299	
4606 Bowls Club Maintenance	1,655	2,120	465		465	
Chandos Park :- Indirect Expenditure	6,128	9,990	3,862	0	3,862	0
Net Income over Expenditure	(4,723)	(8,562)	(3,839)			

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>252</u>	<u>Bourton Park</u>						
4601	Repairs & maintenance fund	7,602	10,508	2,906		2,906	
	Bourton Park :- Indirect Expenditure	<u>7,602</u>	<u>10,508</u>	<u>2,906</u>	<u>0</u>	<u>2,906</u>	<u>0</u>
	Net Expenditure	<u>(7,602)</u>	<u>(10,508)</u>	<u>(2,906)</u>			
<u>253</u>	<u>Cemeteries</u>						
1041	Burial fees	24,628	29,400	4,772			
	Cemeteries :- Income	<u>24,628</u>	<u>29,400</u>	<u>4,772</u>			<u>0</u>
4225	Rates	2,421	2,349	(72)		(72)	72
4265	New cemetery maintenance	3,500	7,000	3,500		3,500	
4601	Repairs & maintenance fund	2,133	5,825	3,692		3,692	
4602	Electricity	(328)	1,000	1,328		1,328	
4617	Memorial testing	6,538	4,330	(2,208)		(2,208)	2,000
4619	Cemeteries Development	142,140	106,415	(35,725)	18,265	(53,990)	124,225
4620	Expenses for burial duties	4,579	5,785	1,206		1,206	
	Cemeteries :- Indirect Expenditure	<u>160,982</u>	<u>132,704</u>	<u>(28,278)</u>	<u>18,265</u>	<u>(46,543)</u>	<u>126,296</u>
	Net Income over Expenditure	<u>(136,354)</u>	<u>(103,304)</u>	<u>33,050</u>			
6002	plus Transfer from EMR	126,296	0	(126,296)			
	Movement to/(from) Gen Reserve	<u>(10,058)</u>	<u>(103,304)</u>	<u>(93,246)</u>			
<u>254</u>	<u>Chandos Park toilets</u>						
4612	Contractor charge	11,500	10,450	(1,050)		(1,050)	
4709	Maintenance	10,121	14,035	3,914		3,914	
	Chandos Park toilets :- Indirect Expenditure	<u>21,621</u>	<u>24,485</u>	<u>2,864</u>	<u>0</u>	<u>2,864</u>	<u>0</u>
	Net Expenditure	<u>(21,621)</u>	<u>(24,485)</u>	<u>(2,864)</u>			
<u>255</u>	<u>Railway Walk & Castle Hill</u>						
4709	Maintenance	3,726	1,145	(2,581)		(2,581)	3,400
	Railway Walk & Castle Hill :- Indirect Expenditure	<u>3,726</u>	<u>1,145</u>	<u>(2,581)</u>	<u>0</u>	<u>(2,581)</u>	<u>3,400</u>
	Net Expenditure	<u>(3,726)</u>	<u>(1,145)</u>	<u>2,581</u>			
6002	plus Transfer from EMR	3,400	0	(3,400)			
	Movement to/(from) Gen Reserve	<u>(326)</u>	<u>(1,145)</u>	<u>(819)</u>			

	Actual Year To Date	Current Annual Bud	Variance Annual Tota	Committed Expenditure	Funds Available	Transfer to/from EMR
<u>256 Storage Premises</u>						
4066 Grenville garage rent	657	626	(31)		(31)	
Storage Premises :- Indirect Expenditure	657	626	(31)	0	(31)	0
Net Expenditure	(657)	(626)	31			
<u>258 Cemetery Lodge</u>						
1061 Cemetery Lodge rental income	13,073	11,781	(1,292)			
Cemetery Lodge :- Income	13,073	11,781	(1,292)			0
4034 PWLB repayments inc. interest	4,702	4,702	(0)		(0)	
4609 Cemetery Lodge maintenance	11,370	3,260	(8,110)		(8,110)	7,340
Cemetery Lodge :- Indirect Expenditure	16,073	7,962	(8,111)	0	(8,111)	7,340
Net Income over Expenditure	(3,000)	3,819	6,819			
6002 plus Transfer from EMR	7,340	0	(7,340)			
Movement to/(from) Gen Reserve	4,340	3,819	(521)			
<u>260 CCTV</u>						
4100 CCTV maintenance	2,304	4,000	1,696		1,696	
CCTV :- Indirect Expenditure	2,304	4,000	1,696	0	1,696	0
Net Expenditure	(2,304)	(4,000)	(1,696)			
<u>261 Community Centre</u>						
1078 New Homes Bonus	2,560	0	(2,560)			
Community Centre :- Income	2,560	0	(2,560)			0
4085 Structural repairs	18,194	30,390	12,196	2,410	9,786	
4091 Chamber	889	1,100	211		211	
Community Centre :- Indirect Expenditure	19,083	31,490	12,407	2,410	9,997	0
Net Income over Expenditure	(16,523)	(31,490)	(14,967)			
<u>262 Parks General</u>						
1097 Grants Received	6,607	0	(6,607)			
Parks General :- Income	6,607	0	(6,607)			0
4101 Seats and bins	1,666	1,765	99		99	
4102 Dog bins	3,752	13,686	9,934		9,934	
4106 Play area maintenance	4,145	9,316	5,171		5,171	

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
4112 Environment Equipment	15,267	11,286	(3,981)		(3,981)	
4122 Tree works	14,179	36,105	21,926	1,760	20,166	
4168 Defibrillators	283	550	267		267	
4275 Play area replacement fund	0	10,000	10,000		10,000	
4276 Conservation Volunteers	0	2,240	2,240		2,240	
4280 Machinery Repair / Replace	0	2,500	2,500		2,500	
4281 Vehicle Repair / Replace	0	2,500	2,500		2,500	
Parks General :- Indirect Expenditure	39,292	89,948	50,656	1,760	48,896	0
Net Income over Expenditure	(32,685)	(89,948)	(57,263)			
<u>264 New Cemetery</u>						
4282 New Cemetery PWLB Repayments	0	2,600	2,600		2,600	
New Cemetery :- Indirect Expenditure	0	2,600	2,600	0	2,600	0
Net Expenditure	0	(2,600)	(2,600)			
<hr/>						
ENVIRONMENT :- Income	106,675	122,872	16,197			
Expenditure	673,628	748,416	74,788	23,389	51,399	
Net Income over Expenditure	(566,953)	(625,544)	(58,591)			
plus Transfer from EMR	137,179	0	(137,179)			
Movement to/(from) Gen Reserve	(429,774)	(625,544)	(195,770)			

TOWN CENTRE & EVENTS

<u>301 Town Centre & Events</u>						
1028 Lace Hill events income	468	850	382			
1029 Good Endings Fair income	758	300	(458)			
1062 Community Fair table income	150	230	80			
1066 Comedy night income	923	1,500	577			
1069 Charter fairs income	8,430	8,324	(106)			
1091 Events Sponsorship Income	0	100	100			
1092 Events Stall Income	836	1,100	264			
1093 Dog Show Income	299	125	(174)			
1099 Summer Art Trail Sponsorship	100	0	(100)			
1100 COMMUNITY BOARD T.C. STUDY	11,172	0	(11,172)			
1104 Remembrance Contributions	1,200	1,150	(50)			
1107 Street Food Fair Income	0	300	300			
Town Centre & Events :- Income	24,335	13,979	(10,356)			0

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
3997 NI TC&E	4,374	6,379	2,005		2,005	
3998 Pensions ERS TC&E	16,163	18,677	2,514		2,514	
3999 Salaries TC&E	72,157	100,694	28,537		28,537	
4042 Events equipment	1,298	1,500	202		202	
4094 Youth project	4,790	6,000	1,210		1,210	
4104 Town in Bloom	8,967	9,000	33		33	
4107 Pride of Place	48	60	12		12	
4115 River rinse	193	450	257		257	
4126 Good Endings Fair	248	500	253		253	
4128 Small Events	286	350	64		64	
4166 Lace Hill events	1,015	1,600	585		585	
4170 Community Board Town Centre	11,142	0	(11,142)		(11,142)	
4201 Christmas lights	13,135	13,800	665		665	
4202 Firework display	6,654	7,000	346		346	
4203 Community fair	178	300	122		122	
4205 Christmas parade	5,250	5,250	0		0	
4207 Remembrance parade	2,408	2,300	(108)		(108)	
4208 Spring Fair	142	300	158		158	
4211 Band Jam	5,038	5,100	62		62	
4212 Christmas lights switch on	3,258	3,250	(8)		(8)	
4213 Dog show	733	750	17		17	
4220 Music in the Market	4,995	5,100	105		105	
4241 Comedy Night expenditure	2,266	1,500	(766)		(766)	
4243 Charter Fairs	5,063	5,500	437		437	
4245 Street Food Fair	0	2,400	2,400		2,400	
4260 Twinning	0	65	65		65	
Town Centre & Events :- Indirect Expenditure	169,801	197,825	28,024	0	28,024	0
Net Income over Expenditure	(145,466)	(183,846)	(38,380)			
302 Street markets						
1005 Street markets	19,060	17,500	(1,560)			
1006 Flea market	6,842	4,600	(2,242)			
Street markets :- Income	25,902	22,100	(3,802)			0
4017 Subscriptions	434	450	16		16	
4225 Rates	1,672	2,100	428		428	
4234 Market Entertainment	0	1,000	1,000		1,000	
4235 Market infrastructure & Promot	750	1,000	250		250	
Street markets :- Indirect Expenditure	2,856	4,550	1,694	0	1,694	0
Net Income over Expenditure	23,046	17,550	(5,496)			

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
303 Special events						
1020 Food fair income	615	800	185			
1083 Fringe income	424	400	(24)			
1094 Skate Park Income	0	1,000	1,000			
Special events :- Income	1,039	2,200	1,161			0
4169 Skate Park Event	997	2,000	1,003		1,003	
4221 Fringe	1,357	2,150	793		793	
4242 Food fair	572	600	28		28	
4244 Flags	113	600	487		487	
4273 One-off events	0	500	500		500	
4278 Celebrate Buckingham Day	1,552	2,000	448		448	
Special events :- Indirect Expenditure	4,592	7,850	3,258	0	3,258	0
Net Income over Expenditure	(3,553)	(5,650)	(2,097)			
305 Tourist Information Centre						
1084 TIC income	7,552	9,000	1,448			
Tourist Information Centre :- Income	7,552	9,000	1,448			0
4253 TIC tickets & produce	6,123	8,000	1,877	750	1,127	
4255 Heritage app expenditure	0	300	300		300	
4274 Tourism website	328	440	112		112	
Tourist Information Centre :- Indirect Expenditure	6,451	8,740	2,289	750	1,539	0
Net Income over Expenditure	1,101	260	(841)			
306 Accessibility						
4254 Accessibility Costs	200	2,250	2,050		2,050	
Accessibility :- Indirect Expenditure	200	2,250	2,050	0	2,050	0
Net Expenditure	(200)	(2,250)	(2,050)			
TOWN CENTRE & EVENTS :- Income	58,828	47,279	(11,549)			
Expenditure	183,900	221,215	37,315	750	36,565	
Movement to/(from) Gen Reserve	(125,072)	(173,936)	(48,864)			

PLANNING

601 Planning						
3992 Salaries Planning	38,945	38,637	(308)		(308)	

Detailed Income & Expenditure by Budget Heading 31/03/2025

Month No: 12

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	Transfer to/from EMR
3993 NI Planning	2,864	2,910	46		46	
3994 Pensions ERS Planning	3,550	3,594	44		44	
4624 Neighbourhood Plan	24,404	22,510	(1,894)		(1,894)	7,661
Planning :- Indirect Expenditure	69,763	67,651	(2,112)	0	(2,112)	7,661
Net Expenditure	(69,763)	(67,651)	2,112			
6002 plus Transfer from EMR	7,661	0	(7,661)			
Movement to/(from) Gen Reserve	(62,102)	(67,651)	(5,549)			
PLANNING :- Income	0	0	0			
Expenditure	69,763	67,651	(2,112)	0	(2,112)	
Net Income over Expenditure	(69,763)	(67,651)	2,112			
plus Transfer from EMR	7,661	0	(7,661)			
Movement to/(from) Gen Reserve	(62,102)	(67,651)	(5,549)			
Grand Totals:- Income	1,439,984	1,404,307	(35,677)			
Expenditure	1,366,320	1,529,097	162,777	25,233	137,544	
Net Income over Expenditure	73,664	(124,790)	(198,454)			
plus Transfer from EMR	154,965	0	(154,965)			
Movement to/(from) Gen Reserve	228,629	(124,790)	(353,419)			

Good afternoon,

Over the years, Lace Hill Residents Association has received a number of grants from BTC to help mainly with hire of the LH community centre for both full and committee meetings and administrative costs for leaflet drops etc. Over the last 2 years, committee meetings have been held in members homes and since achieving the group's aim of getting our own directors on the board of the London Road(Buckingham) Management Company, the group's activities have dwindled. We have tried to interest residents into changing the Association into more of an entertainment committee but have had absolutely no interest from the residents. The decision has now been made to disband the LHRA in a week's time. We have around £600 in our account and feel that this should be returned to the Town Council. Could we have the bank details so our treasurer can get the funds transferred directly when she closes the account?

Kind regards,

Buckingham Town Council
Resources Committee
Monday 1st September 2025

Contact Officer: Compliance and Projects Manager

Data Protection and GDPR Assertion 10 on AGAR

1. Recommendation

- 1.1. It is recommended that Members note the report in preparation for the new Assertion 10 on the revised Annual Governance and Accountability Return (AGAR) for the financial year 2025-26.

2. Background

- 2.1. The Smaller Authorities Proper Practices Panel (SAPPP) - formerly known as the Joint Panel on Accountability and Governance (JPAG) – are the body who provide guidance to local councils on the annual completion of the AGAR document as part of the annual audit process.
- 2.2. The SAPPP have recently updated the Practitioners' Guide to reflect changes to the AGAR 2025-26 document which will include a new Assertion 10: "Digital and data compliance".
- 2.3. It is not sufficient just to tick the Assertion box claiming compliance with the 2016 UK GDPR regulations and the 2018 Data Protection Act (DPA); the auditor is likely to examine documents and processes to satisfy themselves that appropriate actions are being taken.
- 2.4. Whilst the law regarding Data Protection has not changed, there is now additional focus at audit to check for evidence of compliance (or otherwise).
- 2.5. One aspect is to evidence that appropriate training has taken place and this is currently being sourced. For Members, it is particularly important that Town Council business is only conducted using their Town Council councillor email address.

Buckingham Town Council
Resources Committee
Monday 1st September 2025

Contact Officer: Compliance and Projects Manager

Local Council Award Scheme

1. Recommendation

- 1.1. It is recommended that Members consider whether to pursue a Local Council Award and therefore create a precept line for the financial year 2026/27.

2. Background

- 2.1. At their meeting on 5 June 2025, the Communications Strategy Sub Committee requested that “a report be prepared on the creation of a precept line and allocation of resources for pursuing the most appropriate Quality Award, to commence in April 2026”.
- 2.2. The scheme is run by the National Association of Local Councils (NALC) and details of the scheme may be found here: [Local Council Award Scheme](#)
- 2.3. According to the NALC website, “*the Local Council Award Scheme (LCAS) is tailored to celebrate the achievements of the finest parish and town councils while offering a structured framework to empower all councils to enhance and realise their full potential. This scheme allows councils to demonstrate adherence to sector standards, be evaluated by their peers, and establish conditions conducive to ongoing improvement.*”
- 2.4. There are three levels of award; gold, silver, and bronze. Each level requires differing evidence of compliance with best practice. This would be a substantial piece of work, regardless of the level pursued. However, without undertaking the preparatory work for each level it is impossible to establish the amount of work involved to evidence compliance, or, to introduce new working practices sufficient to meet the requirements.
- 2.5. Attainment of any award is for prestige only. There is no practical benefit other than to evidence compliance with best practice.

3. Costs

- 3.1. There are two fees payable. The current fees are:
- 3.1.1. A registration fee of £50 (ex VAT) to NALC.
- 3.1.2. An accreditation fee depending on the award level applied for and the income of the council. For BTC this would be:
- Bronze £80; Silver £100; Gold £200

Committee	Minute No.	Action	Action Required	Update	Deadline
Resources	800/18	Compliments, Complaints and FOI requests	Members AGREED for a six monthly report.		Next due in October
Resources	153/22	Debtors	For the next meeting a report showing debts over 3 months will be included with an explanation for each.		Ongoing - for each agenda.
Resources	608/24 3/3/25	Annual Community Grants	Members AGREED that a working group be set up in the summer to review the four-year grant process before the start of the new cycle.		Date being arranged
Resources	110/25 23/6/25	CSSC recommendation	Prepare a report on the creation of a precept line and allocation of resources for pursuing the most appropriate Quality Award to commence in April 2026..	On agenda	
Resources	111/25.223/6/25	Budgets	Look into PAT testing training in-house.	The C&PM has undertaken some training but the matter is complicated and requires further research.	January
Resources	113/2523/6/25	Procurement policy	Add 'ethics' into the second bullet point under awarding contracts.	Completed	Completed