# Banbury Town Council

**Mark Hassall** ACMA, MA
***Town Clerk & RFO***

**The Town Hall**
**Bridge Street**
**Banbury**
**OX16 5QB**

Tel: 01295 250340

Our Ref: A04022025
Your Ref:
Please ask for: Helen Durkin
Email: helen.durkin@banbury.gov.uk

Date: 30 January 2025

To: All Members of the Resources Committee.

You are hereby summoned to attend a Meeting of the **RESOURCES COMMITTEE** to be held in the TOWN HALL, BRIDGE STREET, BANBURY on **TUESDAY, 04 February 2025 at 6.30pm**, for the transaction of the following business.

Mark Hassall
Town Clerk & RFO

## BUSINESS TO BE TRANSACTED

1. **Apologies for absence**
   Contact Helen Durkin (01295 250340).

2. **Declarations of Interest**
   Members are asked to declare any interests in items on the agenda, **and the nature of that interest**, in accordance with the Local Government Act 2000, the Banbury Town Council Code of Conduct and Section 106 of the Local Government Finance Act 1992 (Please refer to the notes at the end of Agenda).

3. **Minutes of Last Meeting**
   To approve as correct the Minutes of the Meeting held on 7 January 2025 (**Enclosed**).

4. **Income & Expenditure Monitoring Report**
   To consider the report of the Town Clerk & RFO. **(Enclosure 4)**

5. **Confidential Business Exclusion (Enclosure 5)**
   That, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting during the consideration of the item set out below on the grounds that publicity would be prejudicial to the general interest by reason of the confidential nature of the business to be transacted.

   - **Staffing Proposal**

***Notes on declaration of interest***

*(i) Any Member arriving after the start of the meeting is asked to declare any disclosable pecuniary interests as necessary as soon as practicable after their arrival even if the item in question has been considered;*

*(ii) In such circumstances, the Member must withdraw from the meeting room, and should inform the Chairman accordingly.*

*It is not practical to offer detailed advice during the meeting.*

***Recording of Meeting***

*(iii) Please be aware that an audio recording of the meeting may be made, as an aide-memoire for the purposes of the Clerk to ensure minutes reflect the overall tone and content of meetings, and will be deleted following the first approval of minutes.*

*Banbury Town Council*

## RESOURCES COMMITTEE

Minutes of a meeting of the Resources Committee held at **6.30pm on Tuesday, 7th January 2025** in the Town Hall, Banbury.

Present: Councillor Hussain (Chair).
Councillors: Biegel, Eaton, Mallon, Mears and Vaitkus.

Officers: Mark Hassall (Town Clerk & RFO)
Paul Almond (Director of Environment)
Chris Green (Events Manager)
Helen Durkin (Executive Officer)
James Smith (Media and Communications)

**R.1/25 Apologies for Absence**
None

**R.2/25 Declarations of Interest**
None.

**R.3/25 Minutes of the last Meeting**
**IT WAS RESOLVED** that the Minutes of the Meeting held on 22 October 2024 be approved as a correct record and signed by the Chairman.

**R.4/25 Income & Expenditure Report**
The Committee considered a report prepared by the Town Clerk & RFO comparing year-to-date income and expenditure with the projected annual budget for the financial year. The report showed all expenditure incurred up to 05 December 2024.

Officers responded to a range of questions from Members relating to various budget codes and financial procedures. Members' attention was drawn to the fact that overall the Committees' expenditure was within forecast versus the projected budget.

*General Services variances and points to note were principally:*

- Cleansing charges to Cherwell District Council (CDC) are paid annually in full in March.
- Staffing costs remain within budget, in line with annual salary increases agreed with trade unions.
- Planned roof repairs at Southam Road depot completed and fibreglass burial chambers purchased. Offset by timing of headstone beam installation, annual BACS software license and tree works.
- Replacement light columns have been installed in People Park, the beginning of a wider replacement programme across the estate, particularly PDP. Retaining wall works at Longelandes Way planned.
- Hanwell View MUGA and Public Open Space (POS) has been transferred, along with S106 contribution, to be recognised over the next 15 years of maintenance. Reflooring of Horton View Sports pavilion has been undertaken in showers and main hall.
- Inspection of eleven MUGA hardstanding and six tennis courts at Horton View is currently being undertaken in order to inform a report by officers to members early in 2025.
- Assessment and purchase of mowers and fleet vehicles is currently underway.
- Eight new green roofed bus shelters will be installed by Clear Channel during January 2025 across a number of arterial entry roads into Banbury.

*Points of interest on Resources Committee related principally to:*

- Corporate, Central Administration and Civic continue to be well controlled, with vacancies in central administration contributing £17k underspend, alongside timing of NALC subscription costs, offset by elevated legal costs.
- Town Council Events are currently broadly within acceptable budget parameters.
- Town Hall works to the Town Hall to host OCC Registrar service is nearing completion, including access control, with redecoration to the reception area completed.
- Other services to the Public include timing of small grants (including Warm Welcome grant scheme). The projections for Christmas onto the north elevation of the Town Hall, alongside the Christmas Lights across the town are paid retrospectively. The contribution to Woodgreen Open Air Pool costs are paid in March.
- Other Costs & Income are in line with treasury management of reserve funds to achieve projected annual budgeted income.

**IT WAS RESOLVED** to receive and note the Income and Expenditure report.

**R.5/25 Revised & Draft Revenue Estimates**

The Committee considered a report of the Town Clerk & RFO seeking approval of the revised estimates for 2024/25 and consideration of the draft estimates for 2025/26. The estimates included income from fees and charges, which for 2025/26 currently remained unchanged from the current year, subject to receipt of guidance from Members. The estimates for 2025/26 had been set based on a 2% rise in precept, and a rise of 1.1% in households in the town due to general housing growth. A 4.0% inflation rise in salaries and contract costs had been assumed, or greater where specified.

The following comments on the estimates were materially relevant:

**GENERAL SERVICES**

**COST CENTRE 101 Litter Control & Cleansing**

Contractual costs with Cherwell District Council linked to forecast inflation in 25/26.

**Cost Centre 103 Southam & Hardwick Cemetery**

Increased capital costs associated with purchase of new grounds maintenance machinery in 25/26. Memorial beams installed in prior year, and remedial fire protection measures undertaken.

**Cost Centre 110 Parks and Open Spaces**

Ongoing investment in wildflower meadow creation across Spiceball, PDP, Saffron Close and Hanwell View. Investment across the play estate maintenance, as well as bridge, fence and bench repairs. Lighting column upgrade across Princess Diana Park in 25/26, following investment in People’s Park during 24/25.

Increased weed management and chemical application on streets in 25/26.

**Cost Centre 114 Park Rangers**

Salary increases, accompanied by £150k investment in zero emission electric vehicle replacement programme, funded by earmarked reserves.

**Cost Centre 120 Football Pitches & Horton View**
Refurbishment of Horton View flooring and showers undertaken in 24/25. Investment in grounds maintenance equipment undertaken in 24/25. Second of two-year cricket lease at Hanwell Fields being completed in 25/26.

**Cost Centre 160 Capital costs**
Planned delivery of earmarked landscaping projects in St Marys Churchyard landscaping, creation of Municipal Compost Bays at Spital Farm. Earmarked reserves to progress refurbishment of MUGAs and tennis courts subject to condition assessment undertaken early in 2025.

**RESOURCES**

**Cost Centre 305 Central Administration**
Salary costs reduced in 24/25 due to vacancies, expansion of marketing function in 25/26, accompanied by CRM marketing provision.

**Cost Centre 305 Central Administration**
Salary costs reflect the expansion of marketing function in 23/24, accompanied by CRM marketing provision and consolidation of communications budgets in 25/26.

**Cost Centre 310 Town Council Events**
Planning town event in 24/25 to replace the Coronation event of 23/24. Specific resources reduced to match an anticipated fall in sponsorship income.

**Cost Centre 311 & 315 Town Hall & Other Services to the Public**
Ongoing support by Banbury Town Council, following the removal of Christmas lights funding by Cherwell District Council, to revive and renew the Christmas lights scheme across the town in 24/25, followed by ongoing maintenance and operation in 25/26. Ongoing subsidy of operation costs for Woodgreen Outdoor Pool, alongside reduced election costs following 2024 full election.

**Cost Centre 320 Other Costs and Income**
Increased interest income in 24/25 projected to marginally reduce in 25/26, reflecting wider inflationary trends, supported by increased precept income.

**It Was RESOLVED**
That the revised estimates for 2025/26, as now submitted, be sent to council to be approved.

**R.6/25 Minutes of Grants & Budgets Committee**
**IT WAS RESOLVED** that the Minutes of the Meeting held on 19 November 2024 be approved as a correct record and signed by the Chairman.

**R.7/25 Calendar of Meetings for 2025/26**
**IT WAS RESOLVED** that the calendar of meetings be noted and approved.

**R.8/25 Events Update**
The Committee considered the reports of the Events Manager and the Media and Communications Officer, updating members on the events that had taken place from April 2024 to now, as well as providing updates on the dates and information on the future events up to December 2025.

**IT WAS RESOLVED** to:
Receive and note the Events update.

The meeting ended at 7.20pm

**GENERAL SERVICES COMMITTEE**
**28 JANUARY 2025**

**RESOURCES COMMITTEE**
**4 FEBRUARY 2025**

**REPORT OF THE TOWN CLERK & RFO**

**INCOME & EXPENDITURE TO 21 JANUARY 2025**

**1. Introduction and Purpose of Report**

1.1. To inform Members of income and expenditure compared with Forecast Budget for the for the financial year

**2. Wards Affected**

2.1. All Wards.

**3. Effect on Policy**

3.1. Nil.

**4. Contact Officer**

4.1. Mark Hassall (01295 817313).

**5. Parks & Cemeteries Team Service Update**

5.1. The Council's Financial Regulations require that the Resources Committee be provided with a statement of income and expenditure to date under each head of the approved annual revenue and capital budgets. As the main spending Committee, it is considered appropriate for this information to also be presented to the General Services Committee.

5.2. The Council's Accounting (RBS Omega) System provides reports that show Forecast Budget and Actual YTD, for Income and Expenditure and any variance.

5.3. Attached is a report outlining summary income and expenditure against each cost centre.

**6. 4th Corner Landscape Contract Update**

6.1. The attached report shows all expenditure incurred up to 21 January 2025. Overall the Committees expenditure is within forecast versus the projected budget. The main causes are addressed as follows:

6.2. **General Services variances are principally**

- Cleansing charges to Cherwell District Council (CDC) are paid annually in full in March.
- Staffing costs remain within budget, in line with annual salary increases agreed with trade unions.

- Planned roof repairs at Southam Road depot completed and fibreglass burial chambers purchased.
- Replacement light columns have been installed in People Park, the beginning of a wider replacement programme across the estate, particularly PDP. Retaining wall works at Longelandes Way planned.
- All MUGAs and sports hardstanding have been assessed across the estate, with appraisal of refurbishment options to be funded from earmarked reserves to be subject of a separate report to elected members within the next couple of months.
- Assessment and purchase of mowers and fleet vehicles is currently underway.
- Eight new green roofed bus shelters will be installed by Clear Channel across a number of arterial entry roads into Banbury.

6.3. **Underspends on Resources Committee, principally**

- Corporate, Central Administration and Civic continue to be well controlled, with vacancies in central administration contributing £18k underspend, alongside timing of NALC subscription costs, offset by elevated legal costs.
- Town Council Events are likely to end the year marginally over budget parameters, however offset by savings within the Resources budget.
- Works to the Town Hall to host OCC Registrar service is nearing completion, including access control, with redecoration to the reception area completed. Upgrade of alarm systems to complement digital connectivity have been completed.
- Other services to the Public include timing of small grants (including Warm Welcome grant scheme). Costs for demounting Christmas Lights across the town are anticipated to remain within budget. The contribution to Woodgreen Open Air Pool costs are paid in March.
- Other Costs & Income are in line with treasury management of reserve funds are projected to slightly exceed budget guidance.

## 7. Financial Effects & Risk Assessment

7.1. This is a monitoring report so there are no specific financial effects arising from it. Without effective budget monitoring there is a risk that budgets will not be adhered to, thereby weakening the Council's ability to demonstrate an effective use of resources. This risk is being mitigated by closer monitoring of spend using a phased budget.

## 8. Recommendations

8.1. The council is invited to receive and note the Income and Expenditure report.

Background Papers: Nil

## General Services Committee

| | | Actual Year To Date | Projected Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|---|---|---|---|---|---|---|---|
| **101** | **Litter Control & Cleansing** | | | | | | |
| 4107 | Equipment General | 2,159 | 5,159 | 3,000 | | 3,000 | 41.9% |
| 4109 | Cleansing Contract | 0 | 165,364 | 165,364 | | 165,364 | 0.0% |
| | Litter Control & Cleansing :- Indirect Expenditure | 2,159 | 170,523 | 168,364 | 0 | 168,364 | 1.3% |
| | Net Expenditure | (2,159) | (170,523) | (168,364) | | | |
| **103** | **Cemeteries** | | | | | | |
| 1000 | Miscellaneous Income | 200 | 200 | 0 | | | 100.0% |
| 1004 | Burial Chambers | 2,760 | 3,450 | 690 | | | 80.0% |
| 1005 | Burial Fees | 37,770 | 40,000 | 2,230 | | | 94.4% |
| 1007 | Memorial Applications | 16,090 | 16,000 | (90) | | | 100.6% |
| 1008 | Exclusive Rights of Burial | 20,065 | 13,720 | (6,345) | | | 146.2% |
| 1009 | Out of Hours Burial Fees | 360 | 0 | (360) | | | 0.0% |
| 1010 | Land Rents | (11) | 0 | 11 | | | 0.0% |
| 1022 | Premises Hire | 4,297 | 4,297 | 0 | | | 100.0% |
| 1500 | Contribution from Reserves | 0 | 5,000 | 5,000 | | | 0.0% |
| | Cemeteries :- Income | 81,531 | 82,667 | 1,136 | | | 98.6% |
| 4000 | Salaries | 202,756 | 245,901 | 43,145 | | 43,145 | 82.5% |
| 4006 | Training | 116 | 4,000 | 3,884 | | 3,884 | 2.9% |
| 4010 | N N D Rates | 6,737 | 6,737 | 1 | | 1 | 100.0% |
| 4011 | Water Charges | 122 | 876 | 754 | | 754 | 14.0% |
| 4012 | Sewerage Charges | 0 | 500 | 500 | | 500 | 0.0% |
| 4013 | Electricity | (8) | 630 | 638 | | 638 | (1.3%) |
| 4014 | Gas | 664 | 959 | 295 | | 295 | 69.2% |
| 4019 | Cleaning Materials | 0 | 500 | 500 | | 500 | 0.0% |
| 4020 | Telephone | 428 | 597 | 169 | | 169 | 71.7% |
| 4023 | Stationery/Office Supplies | 0 | 200 | 200 | | 200 | 0.0% |
| 4025 | Insurance | 6,175 | 6,175 | 0 | | 0 | 100.0% |
| 4026 | Subscriptions | 195 | 305 | 110 | | 110 | 63.9% |
| 4070 | Computer Software | 2,452 | 2,452 | (0) | | (0) | 100.0% |
| 4071 | Purchase Equipment | 2,212 | 3,854 | 1,642 | | 1,642 | 57.4% |
| 4072 | Leasing Equipment | 104 | 1,557 | 1,453 | | 1,453 | 6.7% |
| 4100 | Purchase Materials | 2,406 | 3,899 | 1,493 | | 1,493 | 61.7% |
| 4120 | Building M & R (Other Contract | 14,258 | 16,938 | 2,680 | | 2,680 | 84.2% |
| 4122 | Landscaping (Other Contractors | 11,541 | 15,000 | 3,459 | | 3,459 | 76.9% |
| 4123 | Minor Alterations & Imp. | 17,872 | 18,502 | 630 | | 630 | 96.6% |
| 4132 | Purchase Protective Clothing | 507 | 2,292 | 1,785 | | 1,785 | 22.1% |

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| | | Actual Year To Date | Projected Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|---|---|---|---|---|---|---|---|
| 4137 | Burial Chamber costs | 3,606 | 3,606 | 0 | | 0 | 100.0% |
| 4502 | R & M Plant & Equipment | 8,361 | 6,550 | (1,811) | | (1,811) | 127.7% |
| 4570 | Fleet Purchases | 0 | 5,000 | 5,000 | | 5,000 | 0.0% |
| 4571 | Service Charges | 628 | 2,164 | 1,536 | | 1,536 | 29.0% |
| 4572 | Fuel | 2,620 | 3,119 | 499 | | 499 | 84.0% |
| | Cemeteries :- Indirect Expenditure | 283,751 | 352,313 | 68,562 | 0 | 68,562 | 80.5% |
| | Net Income over Expenditure | (202,220) | (269,646) | (67,426) | | | |
| 110 | Parks and Open Spaces | | | | | | |
| 1000 | Miscellaneous Income | 9,851 | 9,828 | (23) | | | 100.2% |
| 1010 | Land Rents | 8,200 | 8,696 | 496 | | | 94.3% |
| 1022 | Premises Hire | 901 | 0 | (901) | | | 0.0% |
| | Parks and Open Spaces :- Income | 18,952 | 18,524 | (428) | | | 102.3% |
| 4000 | Salaries | 179,877 | 222,499 | 42,622 | | 42,622 | 80.8% |
| 4005 | Professional Subscriptions | 436 | 0 | (436) | | (436) | 0.0% |
| 4006 | Training | 360 | 5,346 | 4,986 | | 4,986 | 6.7% |
| 4008 | Car Allowances-Employee | 0 | 1,500 | 1,500 | | 1,500 | 0.0% |
| 4011 | Water Charges | 1,031 | 2,369 | 1,338 | | 1,338 | 43.5% |
| 4013 | Electricity | 4,286 | 5,702 | 1,416 | | 1,416 | 75.2% |
| 4019 | Cleaning Materials | 545 | 0 | (545) | | (545) | 0.0% |
| 4020 | Telephone | 693 | 910 | 217 | | 217 | 76.2% |
| 4023 | Stationery/Office Supplies | 0 | 550 | 550 | | 550 | 0.0% |
| 4025 | Insurance | 16,239 | 16,239 | 0 | | 0 | 100.0% |
| 4026 | Subscriptions | 845 | 1,295 | 450 | | 450 | 65.3% |
| 4032 | Advertising/Publicity | 0 | 300 | 300 | | 300 | 0.0% |
| 4061 | Management Plans | 0 | 7,500 | 7,500 | | 7,500 | 0.0% |
| 4070 | Computer Software | 17,036 | 18,642 | 1,606 | | 1,606 | 91.4% |
| 4100 | Purchase Materials | 366 | 6,000 | 5,634 | | 5,634 | 6.1% |
| 4107 | Equipment General | 10,680 | 13,079 | 2,399 | | 2,399 | 81.7% |
| 4120 | Building M & R (Other Contract | 2,373 | 45,310 | 42,937 | | 42,937 | 5.2% |
| 4121 | Ground Mtnce (Other Contractor | 121,565 | 197,221 | 75,656 | | 75,656 | 61.6% |
| 4122 | Landscaping (Other Contractors | 35,340 | 30,071 | (5,269) | | (5,269) | 117.5% |
| 4124 | Building M & R Peoples Park | 55,063 | 69,308 | 14,245 | | 14,245 | 79.4% |
| 4132 | Purchase Protective Clothing | 474 | 1,299 | 825 | | 825 | 36.5% |
| 4500 | Arboriculture | 12,055 | 52,482 | 40,427 | | 40,427 | 23.0% |
| 4501 | Playground Equipment R & M | 38,151 | 75,017 | 36,866 | | 36,866 | 50.9% |
| 4502 | R & M Plant & Equipment | 2,628 | 2,983 | 355 | | 355 | 88.1% |
| 4503 | Purchase of Signs | 265 | 6,000 | 5,735 | | 5,735 | 4.4% |
| 4510 | Floral Bedding | 15,666 | 15,666 | (0) | | (0) | 100.0% |

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| | | Actual Year To Date | Projected Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|---|---|---|---|---|---|---|---|
| 4511 | Trees and Shrubs | 1,500 | 4,320 | 2,820 | | 2,820 | 34.7% |
| 4512 | Bulbs | 3,416 | 5,416 | 2,000 | | 2,000 | 63.1% |
| 4514 | Chemical Applications | 6,660 | 5,092 | (1,568) | | (1,568) | 130.8% |
| 4515 | Aviary Maintenance | 1,423 | 2,399 | 976 | | 976 | 59.3% |
| 4571 | Service Charges | 559 | 2,002 | 1,443 | | 1,443 | 27.9% |
| 4572 | Fuel | 1,888 | 1,973 | 85 | | 85 | 95.7% |
| | Parks and Open Spaces :- Indirect Expenditure | 531,422 | 818,490 | 287,068 | 0 | 287,068 | 64.9% |
| | Net Income over Expenditure | (512,470) | (799,966) | (287,496) | | | |
| 113 | Allotments | | | | | | |
| 1010 | Land Rents | 6,313 | 6,505 | 193 | | | 97.0% |
| | Allotments :- Income | 6,313 | 6,505 | 193 | | | 97.0% |
| 4011 | Water Charges | 1,141 | 655 | (486) | | (486) | 174.3% |
| 4070 | Computer Software | 359 | 359 | 0 | | 0 | 100.0% |
| 4100 | Purchase Materials | 864 | 890 | 26 | | 26 | 97.1% |
| 4120 | Building M & R (Other Contract | 200 | 2,000 | 1,800 | | 1,800 | 10.0% |
| 4121 | Ground Mtnce (Other Contractor | 1,633 | 2,909 | 1,276 | | 1,276 | 56.1% |
| 4520 | Private Contractors | 1,796 | 3,002 | 1,206 | | 1,206 | 59.8% |
| | Allotments :- Indirect Expenditure | 5,994 | 9,815 | 3,821 | 0 | 3,821 | 61.1% |
| | Net Income over Expenditure | 319 | (3,310) | (3,629) | | | |
| 114 | Park Rangers | | | | | | |
| 4000 | Salaries | 116,130 | 139,249 | 23,119 | | 23,119 | 83.4% |
| 4006 | Training | 323 | 1,823 | 1,501 | | 1,501 | 17.7% |
| 4010 | N N D Rates | 8,034 | 8,034 | 0 | | 0 | 100.0% |
| 4011 | Water Charges | 1,045 | 927 | (118) | | (118) | 112.7% |
| 4012 | Sewerage Charges | 0 | 500 | 500 | | 500 | 0.0% |
| 4013 | Electricity | 397 | 1,197 | 800 | | 800 | 33.1% |
| 4014 | Gas | 591 | 964 | 373 | | 373 | 61.3% |
| 4020 | Telephone | 1,056 | 1,158 | 102 | | 102 | 91.2% |
| 4025 | Insurance | 18,665 | 18,665 | 0 | | 0 | 100.0% |
| 4100 | Purchase Materials | 1,748 | 1,923 | 175 | | 175 | 90.9% |
| 4107 | Equipment General | 969 | 2,004 | 1,035 | | 1,035 | 48.4% |
| 4120 | Building M & R (Other Contract | 2,747 | 5,099 | 2,352 | | 2,352 | 53.9% |
| 4124 | Building M & R Peoples Park | 0 | 7,500 | 7,500 | | 7,500 | 0.0% |
| 4131 | Purchase Equipment | 10 | 4,200 | 4,190 | | 4,190 | 0.2% |
| 4132 | Purchase Protective Clothing | 283 | 517 | 234 | | 234 | 54.7% |
| 4502 | R & M Plant & Equipment | 0 | 300 | 300 | | 300 | 0.0% |

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| | | Actual Year To Date | Projected Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|---|---|---|---|---|---|---|---|
| 4571 | Service Charges | 11,242 | 9,000 | (2,242) | | (2,242) | 124.9% |
| 4572 | Fuel | 2,635 | 3,670 | 1,035 | | 1,035 | 71.8% |
| | Park Rangers :- Indirect Expenditure | 165,874 | 206,730 | 40,856 | 0 | 40,856 | 80.2% |
| | Net Expenditure | (165,874) | (206,730) | (40,856) | | | |
| 115 | Commutted Sums | | | | | | |
| 1500 | Contribution from Reserves | 347,209 | 113,583 | (233,626) | | | 305.7% |
| | Commutted Sums :- Income | 347,209 | 113,583 | (233,626) | | | 305.7% |
| | Net Income | 347,209 | 113,583 | (233,626) | | | |
| 120 | Sports Facilities | | | | | | |
| 1020 | Sports Hire | 13,782 | 14,127 | 345 | | | 97.6% |
| 1021 | Licence and Premises Hire | 26,450 | 26,053 | (397) | | | 101.5% |
| 1051 | Deposits | (25) | (25) | 0 | | | 100.0% |
| 1500 | Contribution from Reserves | 0 | 16,000 | 16,000 | | | 0.0% |
| | Sports Facilities :- Income | 40,207 | 56,155 | 15,948 | | | 71.6% |
| 4010 | N N D Rates | 7,111 | 7,111 | 0 | | 0 | 100.0% |
| 4011 | Water Charges | 339 | 1,299 | 961 | | 961 | 26.1% |
| 4012 | Sewerage Charges | 60 | 0 | (60) | | (60) | 0.0% |
| 4013 | Electricity | 6,162 | 7,049 | 887 | | 887 | 87.4% |
| 4014 | Gas | 2,405 | 3,510 | 1,105 | | 1,105 | 68.5% |
| 4017 | Caretaking and Cleaning | 9,423 | 10,804 | 1,381 | | 1,381 | 87.2% |
| 4019 | Cleaning Materials | 391 | 1,199 | 808 | | 808 | 32.6% |
| 4100 | Purchase Materials | 5,616 | 7,709 | 2,093 | | 2,093 | 72.8% |
| 4107 | Equipment General | 11,949 | 26,584 | 14,635 | | 14,635 | 44.9% |
| 4120 | Building M & R (Other Contract | 27,309 | 23,738 | (3,571) | | (3,571) | 115.0% |
| 4121 | Ground Mtnce (Other Contractor | 64,377 | 81,058 | 16,681 | | 16,681 | 79.4% |
| 4123 | Minor Alterations & Imp. | 160 | 0 | (160) | | (160) | 0.0% |
| 4124 | Building M & R Peoples Park | 83 | 0 | (83) | | (83) | 0.0% |
| 4530 | Bowling Green | 4,289 | 9,257 | 4,968 | | 4,968 | 46.3% |
| 4570 | Fleet Purchases | 0 | 16,000 | 16,000 | | 16,000 | 0.0% |
| | Sports Facilities :- Indirect Expenditure | 139,673 | 195,318 | 55,645 | 0 | 55,645 | 71.5% |
| | Net Income over Expenditure | (99,466) | (139,163) | (39,697) | | | |
| 131 | Banbury in Bloom | | | | | | |
| 4121 | Ground Mtnce (Other Contractor | 250 | 0 | (250) | | (250) | 0.0% |
| 4520 | Private Contractors | 74 | 0 | (74) | | (74) | 0.0% |

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| | | Actual Year To Date | Projected Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|---|---|---|---|---|---|---|---|
| 4651 | Floral Sponsorship | 8,256 | 8,257 | 1 | | 1 | 100.0% |
| 4652 | Planting Day in the Park | 1,868 | 1,887 | 19 | | 19 | 99.0% |
| 4654 | Hanging Basket Workshop | 256 | 1,006 | 750 | | 750 | 25.5% |
| | Banbury in Bloom :- Indirect Expenditure | 10,705 | 11,150 | 445 | 0 | 445 | 96.0% |
| | Net Expenditure | (10,705) | (11,150) | (445) | | | |
| 132 | Banbury Cross & FineLady | | | | | | |
| 4120 | Building M & R (Other Contract | 0 | 5,800 | 5,800 | | 5,800 | 0.0% |
| | Banbury Cross & FineLady :- Indirect Expenditure | 0 | 5,800 | 5,800 | 0 | 5,800 | 0.0% |
| | Net Expenditure | 0 | (5,800) | (5,800) | | | |
| 150 | Public Clocks | | | | | | |
| 4000 | Salaries | 744 | 901 | 157 | | 157 | 82.5% |
| 4013 | Electricity | 173 | 387 | 214 | | 214 | 44.8% |
| 4120 | Building M & R (Other Contract | 0 | 600 | 600 | | 600 | 0.0% |
| 4521 | Service of Public Clock | 250 | 1,600 | 1,350 | | 1,350 | 15.6% |
| | Public Clocks :- Indirect Expenditure | 1,167 | 3,488 | 2,321 | 0 | 2,321 | 33.5% |
| | Net Expenditure | (1,167) | (3,488) | (2,321) | | | |
| 160 | Capital Costs | | | | | | |
| 1500 | Contribution from Reserves | 0 | 65,000 | 65,000 | | | 0.0% |
| | Capital Costs :- Income | 0 | 65,000 | 65,000 | | | 0.0% |
| 4552 | Capital - Play Areas | 17,794 | 60,405 | 42,611 | | 42,611 | 29.5% |
| 4554 | Capital - Park Refurb | 508 | 65,000 | 64,492 | | 64,492 | 0.8% |
| | Capital Costs :- Indirect Expenditure | 18,302 | 125,405 | 107,103 | 0 | 107,103 | 14.6% |
| | Net Income over Expenditure | (18,302) | (60,405) | (42,103) | | | |
| 201 | Bus Shelters | | | | | | |
| 4109 | Cleansing Contract | 805 | 1,655 | 850 | | 850 | 48.6% |
| 4800 | New Shelters | 0 | 5,500 | 5,500 | | 5,500 | 0.0% |
| 4802 | Maintenance | 925 | 2,620 | 1,695 | | 1,695 | 35.3% |
| | Bus Shelters :- Indirect Expenditure | 1,730 | 9,775 | 8,045 | 0 | 8,045 | 17.7% |
| | Net Expenditure | (1,730) | (9,775) | (8,045) | | | |

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| | | Actual Year To Date | Projected Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|---|---|---|---|---|---|---|---|
| 202 | Salt Bins | | | | | | |
| 4107 | Equipment General | 0 | 3,500 | 3,500 | | 3,500 | 0.0% |
| | Salt Bins :- Indirect Expenditure | 0 | 3,500 | 3,500 | 0 | 3,500 | 0.0% |
| | Net Expenditure | 0 | (3,500) | (3,500) | | | |
| | General Services Committee :- Income | 494,211 | 342,434 | (151,777) | | | 144.3% |
| | Expenditure | 1,160,777 | 1,912,307 | 751,530 | 0 | 751,530 | 60.7% |
| | Movement to/(from) Gen Reserve | (666,566) | (1,569,873) | (903,307) | | | |

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## Resources Committee

| | | Actual Year To Date | Projected Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|---|---|---|---|---|---|---|---|
| **301** | **Corporate Management** | | | | | | |
| 4050 | Bank Charges | 1,946 | 2,315 | 369 | | 369 | 84.1% |
| 4056 | Internal Audit | 1,010 | 1,500 | 490 | | 490 | 67.3% |
| 4057 | Audit Fees | 2,520 | 2,500 | (20) | | (20) | 100.8% |
| 4058 | Professional Fees | 1,756 | 5,500 | 3,744 | | 3,744 | 31.9% |
| 4059 | Legal Support | 11,165 | 7,225 | (3,940) | | (3,940) | 154.5% |
| | Corporate Management :- Indirect Expenditure | 18,397 | 19,040 | 643 | 0 | 643 | 96.6% |
| | Net Expenditure | (18,397) | (19,040) | (643) | | | |
| **302** | **Civic and Ceremonial** | | | | | | |
| 4000 | Salaries | 920 | 1,385 | 465 | | 465 | 66.4% |
| 4006 | Training | 0 | 350 | 350 | | 350 | 0.0% |
| 4022 | Printing | 0 | 975 | 975 | | 975 | 0.0% |
| 4023 | Stationery/Office Supplies | 56 | 252 | 196 | | 196 | 22.1% |
| 4026 | Subscriptions | 0 | 320 | 320 | | 320 | 0.0% |
| 4850 | Uniforms | 7 | 200 | 193 | | 193 | 3.3% |
| 4851 | Incoming Mayors Allowance | 1,156 | 10,000 | 8,844 | | 8,844 | 11.6% |
| 4852 | Outgoing Mayors Allowance | 1,566 | 1,566 | (0) | | (0) | 100.0% |
| 4854 | Civic Property Maintenance | 355 | 799 | 444 | | 444 | 44.4% |
| 4855 | Civic Insignia | 1,511 | 1,961 | 450 | | 450 | 77.1% |
| | Civic and Ceremonial :- Indirect Expenditure | 5,571 | 17,808 | 12,237 | 0 | 12,237 | 31.3% |
| | Net Expenditure | (5,571) | (17,808) | (12,237) | | | |
| **305** | **Central Administration** | | | | | | |
| 4000 | Salaries | 185,361 | 243,820 | 58,459 | | 58,459 | 76.0% |
| 4005 | Professional Subscriptions | 1,277 | 1,482 | 205 | | 205 | 86.2% |
| 4006 | Training | 1,175 | 4,000 | 2,825 | | 2,825 | 29.4% |
| 4007 | Subsistence | 34 | 1,787 | 1,753 | | 1,753 | 1.9% |
| 4009 | Travel Allowances | 0 | 107 | 107 | | 107 | 0.0% |
| 4020 | Telephone | 3,789 | 4,560 | 771 | | 771 | 83.1% |
| 4021 | Postage | 1,447 | 2,790 | 1,343 | | 1,343 | 51.9% |
| 4022 | Printing | 1,525 | 2,414 | 889 | | 889 | 63.2% |
| 4023 | Stationery/Office Supplies | 1,678 | 2,500 | 823 | | 823 | 67.1% |
| 4025 | Insurance | 6,670 | 6,670 | 0 | | 0 | 100.0% |
| 4026 | Subscriptions | 692 | 5,817 | 5,125 | | 5,125 | 11.9% |
| 4031 | Staff Advertising | 6,358 | 5,302 | (1,056) | | (1,056) | 119.9% |
| 4032 | Advertising/Publicity | 1,780 | 2,540 | 760 | | 760 | 70.1% |

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| | | Actual Year To Date | Projected Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|---|---|---|---|---|---|---|---|
| 4033 | Tourism/Marketing | 650 | 1,525 | 875 | | 875 | 42.6% |
| 4035 | Books & Publications | 0 | 200 | 200 | | 200 | 0.0% |
| 4070 | Computer Software | 21,675 | 26,969 | 5,294 | | 5,294 | 80.4% |
| 4071 | Purchase Equipment | 60 | 100 | 40 | | 40 | 59.9% |
| 4073 | Purchase Furniture | 9 | 959 | 950 | | 950 | 0.9% |
| 4120 | Building M & R (Other Contract | 729 | 0 | (729) | | (729) | 0.0% |
| 4136 | Purchase IT Equpment | 289 | 1,500 | 1,211 | | 1,211 | 19.3% |
| 4850 | Uniforms | 214 | 550 | 336 | | 336 | 38.9% |
| 4856 | Photography | 0 | 375 | 375 | | 375 | 0.0% |
| 5000 | Contingency Fund & Provision | 0 | 5,000 | 5,000 | | 5,000 | 0.0% |
| | Central Administration :- Indirect Expenditure | 235,412 | 320,967 | 85,555 | 0 | 85,555 | 73.3% |
| | Net Expenditure | (235,412) | (320,967) | (85,555) | | | |
| 310 | Town Council Events | | | | | | |
| 1000 | Miscellaneous Income | 2,823 | 6,260 | 3,437 | | | 45.1% |
| 1055 | Food Festivals | 9,992 | 9,979 | (13) | | | 100.1% |
| 1070 | Canalside Festival Income | 7,696 | 7,390 | (306) | | | 104.1% |
| 1073 | Town Mayors Sunday | 1,525 | 1,525 | 0 | | | 100.0% |
| 1075 | Banbury Show Income | 3,227 | 3,227 | (0) | | | 100.0% |
| 1076 | Christmas Lights Switch On | 1,165 | 1,220 | 55 | | | 95.5% |
| | Town Council Events :- Income | 26,429 | 29,601 | 3,172 | | | 89.3% |
| 4000 | Salaries | 85,046 | 102,681 | 17,635 | | 17,635 | 82.8% |
| 4071 | Purchase Equipment | 315 | 0 | (315) | | (315) | 0.0% |
| 4074 | Armed Forces Day | 4,963 | 4,844 | (119) | | (119) | 102.5% |
| 4076 | Christmas Lights Switch On | 9,054 | 7,976 | (1,078) | | (1,078) | 113.5% |
| 4120 | Building M & R (Other Contract | 89 | 0 | (89) | | (89) | 0.0% |
| 4300 | Town Mayor's Inauguration | 2,017 | 1,984 | (33) | | (33) | 101.7% |
| 4310 | Town Mayors Sunday | 5,567 | 4,914 | (653) | | (653) | 113.3% |
| 4320 | Battle of Britain | 1,897 | 158 | (1,739) | | (1,739) | 1200.6% |
| 4330 | Remembrance Day | 4,017 | 7,245 | 3,228 | | 3,228 | 55.4% |
| 4360 | Canalside Festival | 13,693 | 15,510 | 1,817 | | 1,817 | 88.3% |
| 4370 | Banbury Music Mix | 7,093 | 5,668 | (1,425) | | (1,425) | 125.1% |
| 4380 | Banbury Show | 15,209 | 16,209 | 1,000 | | 1,000 | 93.8% |
| 4390 | Food Festivals | 13,142 | 7,941 | (5,201) | | (5,201) | 165.5% |
| 5001 | Seasonal Events | 1,153 | 788 | (365) | | (365) | 146.3% |
| | Town Council Events :- Indirect Expenditure | 163,255 | 175,918 | 12,663 | 0 | 12,663 | 92.8% |
| | Net Income over Expenditure | (136,826) | (146,317) | (9,491) | | | |

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| | | Actual Year To Date | Projected Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|---|---|---|---|---|---|---|---|
| 311 | Town Hall | | | | | | |
| 1021 | Licence and Premises Hire | 0 | 16,000 | 16,000 | | | 0.0% |
| 1022 | Premises Hire | 6,979 | 5,411 | (1,568) | | | 129.0% |
| | Town Hall :- Income | 6,979 | 21,411 | 14,432 | | | 32.6% |
| 4000 | Salaries | 24,891 | 29,761 | 4,870 | | 4,870 | 83.6% |
| 4010 | N N D Rates | 19,361 | 19,361 | (0) | | (0) | 100.0% |
| 4011 | Water Charges | 653 | 921 | 268 | | 268 | 70.9% |
| 4013 | Electricity | 8,310 | 8,023 | (287) | | (287) | 103.6% |
| 4014 | Gas | (1,324) | (1,677) | (353) | | (353) | 78.9% |
| 4015 | Alarms | 3,276 | 1,054 | (2,222) | | (2,222) | 310.8% |
| 4016 | Window Cleaning | 235 | 385 | 150 | | 150 | 61.0% |
| 4019 | Cleaning Materials | 834 | 926 | 92 | | 92 | 90.1% |
| 4023 | Stationery/Office Supplies | 180 | 290 | 110 | | 110 | 62.2% |
| 4025 | Insurance | 14,077 | 14,077 | (0) | | (0) | 100.0% |
| 4032 | Advertising/Publicity | 0 | 350 | 350 | | 350 | 0.0% |
| 4071 | Purchase Equipment | 1,195 | 1,546 | 351 | | 351 | 77.3% |
| 4120 | Building M & R (Other Contract | 9,851 | 9,430 | (421) | | (421) | 104.5% |
| 4136 | Purchase IT Equpment | 58 | 0 | (58) | | (58) | 0.0% |
| 4330 | Remembrance Day | 67 | 0 | (67) | | (67) | 0.0% |
| 4502 | R & M Plant & Equipment | 3,709 | 3,479 | (230) | | (230) | 106.6% |
| 4850 | Uniforms | 20 | 100 | 80 | | 80 | 20.0% |
| 4870 | Catering | 1,293 | 1,572 | 279 | | 279 | 82.2% |
| 4871 | Licences inc PRS Fees | 3,073 | 2,423 | (650) | | (650) | 126.8% |
| | Town Hall :- Indirect Expenditure | 89,760 | 92,021 | 2,261 | 0 | 2,261 | 97.5% |
| | Net Income over Expenditure | (82,781) | (70,610) | 12,171 | | | |
| 315 | Other Services to the Public | | | | | | |
| 4700 | Christmas Lighting Scheme | 109,946 | 144,412 | 34,466 | | 34,466 | 76.1% |
| 4724 | Open Air Pool Subsidy | 0 | 93,028 | 93,028 | | 93,028 | 0.0% |
| 4900 | Grants | 8,274 | 15,000 | 6,726 | | 6,726 | 55.2% |
| 4901 | Crime Prevention Support | 3,000 | 8,300 | 5,300 | | 5,300 | 36.1% |
| 4902 | Election Costs | 41,967 | 41,967 | 0 | | 0 | 100.0% |
| 4903 | Local Honors Scheme | 0 | 1,000 | 1,000 | | 1,000 | 0.0% |
| | Other Services to the Public :- Indirect Expenditure | 163,187 | 303,707 | 140,520 | 0 | 140,520 | 53.7% |
| | Net Expenditure | (163,187) | (303,707) | (140,520) | | | |
| 320 | Other Costs and Income | | | | | | |
| 1176 | Precept Received | 2,230,520 | 2,230,520 | 0 | | | 100.0% |

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| | Actual Year To Date | Projected Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|---|---|---|---|---|---|---|
| 1190 Interest Received | 32,151 | 227,970 | 195,819 | | | 14.1% |
| Other Costs and Income :- Income | 2,262,671 | 2,458,490 | 195,819 | | | 92.0% |
| 4951 Revenue Contribution to Capita | 6,406 | 10,000 | 3,594 | | 3,594 | 64.1% |
| Other Costs and Income :- Indirect Expenditure | 6,406 | 10,000 | 3,594 | 0 | 3,594 | 64.1% |
| Net Income over Expenditure | 2,256,265 | 2,448,490 | 192,225 | | | |
| Resources Committee :- Income | 2,296,079 | 2,509,502 | 213,423 | | | 91.5% |
| Expenditure | 681,988 | 939,461 | 257,473 | 0 | 257,473 | 72.6% |
| Movement to/(from) Gen Reserve | 1,614,091 | 1,570,041 | (44,050) | | | |
| Grand Totals:- Income | 2,790,290 | 2,851,936 | 61,646 | | | 97.8% |
| Expenditure | 1,842,765 | 2,851,768 | 1,009,003 | 0 | 1,009,003 | 64.6% |
| Net Income over Expenditure | 947,525 | 168 | (947,357) | | | |
| Movement to/(from) Gen Reserve | 947,525 | 168 | (947,357) | | | |