

Banbury Town Council

Mark Hassall ACMA, MA
Town Clerk & RFO



The Town Hall
Bridge Street
Banbury
Oxfordshire
OX16 5QB

Tel: 01295 250340

Our Ref: GS A26082025
Please ask for: Helen Durkin
Email: helen.durkin@banbury.gov.uk

Date: 19 August 2025

To: All Members of the General Services Committee.

You are hereby summoned to attend a Meeting of the **GENERAL SERVICES COMMITTEE** to be held in the TOWN HALL, BRIDGE STREET, BANBURY on **TUESDAY 26 August 2025** at 6.30pm, for the transaction of the following business:

A handwritten signature in black ink, appearing to be 'Mark Hassall'.

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 disclosable pecuniary interests in items on the agenda, **and the nature of that interest**, in accordance with the Localism Act 2011, 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 the last Meeting**
To approve as correct the Minutes of the Meetings held on 13 May 2025 & 03 June 2025 (**Enclosed**).
- 4 Parks and Open Spaces - Monitoring Report**
To consider the report of the Director of Environment (**Enclosure 4**)
- 5 Income & Expenditure Report**
To consider the report of the Town Clerk & RFO. (**Enclosure 5**)

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.

GENERAL SERVICES COMMITTEE

Minutes of a meeting of the General Services Committee held at **6.30pm on Tuesday 13th May 2025** in the Town Hall, Banbury.

Present: Councillor Richards (Chair)
Councillors: Elugwu, Okeke, Strangwood and Tohill-Martin.

Alternate Members:

Officers: Mark Hassall (Town Clerk & RFO)
Paul Almond (Director of Environment)
Helen Durkin (Executive Officer)

GS.11/25 Apologies for Absence

None.

GS.12/25 Declarations of Interest

None.

GS.13/25 Election of a Chair

It was proposed by Councillor Biegel, seconded by Councillor Okeke, and **WAS RESOLVED** that Councillor Cherry be elected as Chair for 2025/26.

GS.14/25 Election of a Vice-Chair

It was proposed by Councillor Cherry, seconded by Councillor Okeke, and **WAS RESOLVED** that Councillor Biegel be elected as Vice-Chair for 2025/26.

GS.15/25 Appointment of Working Parties and appeals panel

It was proposed by Councillor Cherry, seconded by Councillor Biegel, and **WAS RESOLVED** that the following be appointed to the sub-committees and working groups for 2025/26.

i) Allotment Appeals Panel

(Seats Allocated: Labour 5; Con/Lib 1) (Chair & Vice Chair of GS Cttee, and 4 other Members)

Labour

1. Beere
2. Cherry
3. Mears
4. Hussain
5. Vaitkus

Con/Lib

1. Strangwood

ii) Grounds Maintenance Working Party

(Seats Allocated: Labour 5; Con/Lib 1) (Chair/Res/GS, plus 4 Members)

Labour

1. Cherry
2. Biegel
3. Hussain
4. Mears
5. Vaitkus

Con/Lib

1. Strangwood

Background Papers: Nil

The meeting ended at 7.00pm

GENERAL SERVICES COMMITTEE

Minutes of a Meeting of the General Services Committee held at **6.30pm on Tuesday 03 June 2025** at the Town Hall, Banbury.

Present: Councillor Cherry (Chair), Councillor Biegel (Vice Chair)
Councillors: Elugwu, Strangwood.

Alternate Members: Cllr Beere for Cllr Okeke

Other Members: Councillor Mallon

Officers: Mark Hassall (Town Clerk & RFO)
Paul Almond (Environment Director)
Helen Durkin (Executive Officer)

Members of Public: 3

GS.11/25 Apologies for Absence
Councillor Okeke

GS.12/25 Declarations of Interest
None.

GS.13/25 Minutes of the Last Meeting
IT WAS RECOMMENDED that the Minutes of the Meeting held on 18 March 2025 be referred to the Full Council meeting on the 17 June 2025 for signing.

GS.14/25 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 23 May 2025.
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 Committee's expenditure was within forecast versus the projected budget.

General Services variances were principally

- ◆ Staffing costs remain within budget, subject to central government annual salary increases agreed with trade unions.
- ◆ Timing of invoicing for grounds maintenance works impacted by timing of May invoice across Parks, including the first weed spray application to street edging. Building M&R includes funding of lampposts at PDP which has successfully attracted funding from CDC, and progress will now move to Chandos Park.
- ◆ Tree works orders have largely been completed and with the final few days currently being undertaken, balancing available resources with recommendations from scheduled independent arboriculture inspections over an ongoing three-year timeframe.
- ◆ Park Ranger team is now fully staffed following a retirement and successful recruitment.
- ◆ Sports facilities works to get facilities reviewed ahead of the football season in September is currently being scheduled.

- ◆ Additional expenditure will be incurred to secure and upgrade the lighting of the Banbury Cross and Fine Lady statues, which will be secured within budget parameters following successful grant applications via CDC from central government UK SPF fund (Capital – Park Refurb).
- ◆ Improvements to bus shelters providing Green Roofs (in partnership with Bauer Media Outdoor (nee Clear Channel), and Real Time Info (in partnership with OCC).

Underspends on Resources Committee, principally

- ◆ Corporate, Central Administration and Civic continue to be well controlled.
- ◆ Town Council Events are currently within acceptable budget parameters, including successful and well attended VE Day events, attracting partnership sponsorship resulting in no additional burden to taxpayers.
- ◆ Town Hall – includes utility costs to be recharged to OCC under the lease of first floor.
- ◆ Other services to the Public include timing of small grants (including Warm Welcome grant scheme).
- ◆ Other Costs & Income are in line with projected budget, with reserves being invested to achieve interest income target.

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

GS.15/25

Parks and Cemeteries Service

The Committee considered a report of the Director of Environment providing an update for Members on:

Parks & Cemeteries Team.
4th Corner Landscape Contract.
Ranger Service / Play Areas.
Sports Surface
Cleansing Service.
Parks Lighting.
PlayZone Schemes.
Hardstanding Refurbishment.

Parks & Cemeteries Team

- ◆ The team are up to date with all scheduled work.
- ◆ Following the end of the football season, the grounds team have transferred their efforts to the preparation and maintenance of the cricket and bowls facilities.
- ◆ The spring bedding has been removed and the ground prepared, from People's Park and the two Cemeteries, in preparation for the bedding delivery and the planting day in the park with the schools on the 18th of June 2025.
- ◆ The Team have been busy undertaking burial duties in our cemeteries and have delivered the service in line with funeral bookings.
- ◆ The start of the mowing season has gone well, the new mowers have helped the team stay on top of the grass growth.

4th Corner Landscape Contract

- ◆ The start of the contract extension with 4th Corner has started well.
- ◆ Graeme Makin's role has changed and has been introduced as a permanent manager based on the Banbury Contract, to help support the team on a full time basis.
- ◆ 4th Corner have also started the mowing season well, maintaining standards in line with the contract specification.
- ◆ Following the end of the football fixtures post season renovations are underway.
- ◆ The street weed control treatment of roadside kerbs has been undertaken and was complete by the end of May.

Park Ranger Service / Play Area Update

- ◆ The new Senior Park Ranger, Simon Millward, has joined the team and started work for the Council on the 06th May 2025. He is settling into the role well.
- ◆ The Rangers continue to carry out weekly visual Health & Safety inspections formally recording utilising the new mobile PSS Live software package.
- ◆ The team continue to undertake repair work on the findings made as a result of the inspection reports.
- ◆ Unfortunately, the trim trail unit at People's Park had to be removed due to structural failures in the timbers. Three quotations were obtained for a replacement unit. Following evaluation a the replacement equipment has been ordered and will be installed before the School Summer Holidays.
- ◆ A picnic bench will be installed next to Merton Street MUGA, following a request from users last summer after the Rangers removed some domestic sofas that were brought onto site by the teenagers. To be installed by the Rangers before the Summer Holidays.

Cleansing Service Update

- ◆ Cleaning of public toilets is ongoing, no problems to report.
- ◆ The monthly cleaning of all sports pavilions continues, with the exception of the weekly cleaning at the Cricket Pavilion at Hanwell Fields following fixtures.
- ◆ Parks & Open Spaces Cleansing – The service provided by Cherwell District Council continues to be delivered in line with the Service Level agreement, no issues to report.
- ◆ The Big Litter Pick took place on the 17th May 2025. The event was a great success with 40 volunteers taking part who cleaned four routes in and around the Town. The assistance of Cherwell District Council to help with staff and equipment on the day was much appreciated.

Parks Lighting Update

- ◆ The replacement of the lighting columns in Princess Diana Park and the new run of lights to serve the PlayZone is now all complete.
- ◆ The new lighting for Banbury Cross and the Fine Lady Statue has been delivered, however, the installation has been delayed due to the requirement for additional infrastructure. This was identified as a result of electrical safety testing at a pre-contract meeting with the engineers.

PlayZone Scheme Update

- ◆ Contracts for the installation of Chandos Close Play Zone have been agreed and signed work is to commence on the 02 June 2025 and be completed by the 22nd August 2025. Affected local residents have been informed of the project by means of letter drop.
- ◆ Planning permission has been granted by Cherwell District Council for the Princess Diana Park subject to the clearance of a condition, which requires a Biodiversity Net Gain Plan to be submitted and approved before work can start on site.
- ◆ The Football Foundations Consultants have submitted a proposal and are awaiting the response from Cherwell District Council Planning Officers. Once the condition clearance is achieved a start date can be set.

Recommendations

IT WAS RESOLVED to receive and;

To note the Parks and Cemeteries Service Update.
To note the 4th Corner Landscape Contract Update.
To note the Ranger Service / Play Area Update.
To note the Cleansing Service Update.
To note the Lighting Update.
To note the PlayZone Scheme Update

GS.16/25 Sports Facilities

Tennis - People's Park

- ◆ Following refurbishment of courts in 2024, delivered through the grant received from the Lawn Tennis Association (LTA) - Parks Investment Programme, there was an obligation to work with the LTA towards the delivery of "Free Park Tennis" sessions at the venue on Saturday mornings.
- ◆ To run these sessions it was necessary to attract volunteer Tennis Activators who would receive training through the LTA Activator Programme. As a possible route to recruit the activators the LTA suggested contacting other established tennis clubs, your District Council's sports development team and local colleges. Unfortunately, this did not result in anyone showing an interest, so we carried out some direct marketing to existing users and advertising at the venue which

resulted in four people coming forward interested in undergoing the training to become activators at People's Park.

- ◆ I am pleased to inform members following the completion of the training and receipt of the equipment from the LTA to run the sessions, we held our first "Free Tennis" session on Saturday 24th May 2025.
- ◆ The first session was well attended with 25 participants of mixed ages ranging from young children to adults.

Tennis – Horton View

- ◆ Background

2003 - Banbury Town Council took over a 99 year Lease for Horton View Sports Ground from Oxfordshire County Council, previously held by Cherwell District Council.

2008 - Banbury Town Council agreed the signing of a Sub-Lease for 21 years with Banbury Tennis Club.

2010 - Banbury Town Council made a grant to the club of £4,000, towards the installation of new flood lighting.

2011 - Banbury Town Council made a financial contribution of £1,000 (1 sixth of the total cost) to refurbish the public court only.

2024 – Banbury Town Council, following a meeting with Banbury Tennis Club, received representations on a number of issues:

1. The Club would like to explore some security of tenure as the current lease expires on 1st March 2029. This short term period hinders the options for the club to assess funding options for development.
 2. In the Clubs opinion the courts at Horton View were in poor condition, confirming that the club does not have sufficient funds to refurbish them and in their view this was the landlords responsibility to resurface them.
 3. The club would like to replace the flood lighting heads to LED's from the current halogen lighting.
The fencing surrounding the courts needed refurbishment or replacement.
- ◆ To assess the condition of the courts Officers commissioned an independent assessment of the court surfaces from a professional sports surfacing contractor.

The recommendations of the report and cost associated are:

1. Courts 1-4
These courts are nearing the end of their usable life, however, the Council may want to consider localised resin and grit repairs and binding and colour spray would extend their safe and playable life for 2-3 more years.

Budget cost repair £9,940 or Budget Cost to resurface & paint £60,000

2. Court 5

The surface of this court has reached the end of its life cycle, binding and painting will not work on this court, therefore, a fully resurface and paint is required.

Budget cost to resurface and paint £16,420

3. Court 6

The surface of this court has reached the end of its life cycle, binding and painting will not work on this court, therefore, a fully resurface and paint is required, however, the edging also need replacing. In addition there is a major problem with roots under the court and would need to be addressed by others before undertaking refurbishment works.

Budget Cost to install new edges, resurface and paint £19,650

◆ Officers recommendations to the committee are:

1. Courts 1-4

The recommendation for the repairs to extend the playing surface for 2-3 years be accepted, which would allow options for full resurfacing to be reviewed and negotiated alongside a new lease proposal.

2. Court 5 & 6

The Council go out for formal tender as per the recommendation.

3. Court 6

Banbury Town Council work with Sanctuary Housing to ensure they fell the tree which is causing damage to the court surface so there is no issues when resurfacing works are undertaken.

4. Tenders obtained to undertake necessary repairs to the court fencing where needed.

5. New lease be drawn up with longer term and costs identified for further discussions with Banbury Lawn Tennis Club.

Tennis Fees and Charges Proposal

- ◆ Following the refurbishment of Peoples' Park tennis courts the Council has experienced an increase in appropriate use of the facility by tennis players, however, we have received complaints from genuine bookers that there is still an element of inappropriate use of the courts.
- ◆ The Rangers have also had to challenge youths in the court playing ball games who have admitted they gain access by booking the court to get a code to enter the court to play football.
- ◆ The Lawn Tennis Association (LTA) recommended that there should be a charge for all tennis, not only to stop anti-social behaviour, but more importantly to ensure the sustainability of maintenance and upkeep of the court and gate entry system.
- ◆ The recommendation is to introduce a modest hourly booking fee for Banbury Town Council Courts in line with the fees charged on the leased courts at Banbury Lawn Tennis Club of £4.00 per hour.

PlayZone Fees and Charges Proposal

- ◆ In preparation for the completion of the PlayZones construction, agreeing slots for targeted community, youth and sports groups as well as general casual users and prior to going live with the online booking system a pricing structure is required to be approved.
- ◆ Officers have worked in partnership with the Football Foundation and Cherwell District Council to compare charges made by other Local Authority run PlayZones in areas of deprivation across the country.

The recommendation for charges are:

1. Formal Adult Group Hire (Sports Clubs etc) - £20.00 per hour.
2. Targeted Partner Community Group/Under 18 years of age - £10.00 per hour.
3. General Public Pay & Play - £2.50 per hour.

MUGA Refurbishment Costs

- ◆ Following the independent assessment of the hard surfaces within the Councils MUGA facilities the identified work requirements are:
 1. Chandos Sports Ground – Power Wash/Repaint, – Budget Estimate £1,500
 2. Easington Recreation Ground - Power Wash/Repaint Budget Estimate £2,000
 3. Hanwell View – No Work Required
 4. Hastings Park – Power Wash/Repaint Budget - Estimate £1,500
 5. Hill View Park – Power Wash/Repaint Budget - Estimate £2,000
 6. Ironstones Park - Power Wash/Repaint Budget - Estimate £2,000
 7. People's Park - Power Wash/Repaint - Budget Estimate £2,000
 8. Merton Street - Power Wash/Repaint - Budget Estimate £2,000
 9. Princess Diana Park - Power Wash/Repaint - Budget Estimate £2,000
 10. Ruscote Park - Power Wash/Repaint - Budget Estimate £2,000
 11. Standbridge Park - Power Wash/Repaint - Budget Estimate £2,000
 12. Trinity Park - Power Wash/Repaint - Budget Estimate £1,500

Due to extensive tree root damage the following facilities require more substantial works:

13. Bankside Park
Remove existing surface/Resurfacing/Repainting - Budget Estimate £15,000
 14. Moorfields Recreation Ground
Remove existing surface/Resurfacing/Repainting - Budget Estimate £15,000
- ◆ Total Project Budget Estimate to undertake all refurbishments is £50,500.

- ◆ The recommendation to the committee is that:
 1. The tree works are ordered to remove the offending trees causing the surface damage.
 2. Tenders are sort for works as identified by the independent professional sports surfacing contractor.

IT WAS RESOLVED to receive and to note the Sports Facilities report and;

IT WAS RESOLVED to receive and to note the update report on Tennis – People's Park

IT WAS RESOLVED that the General Services Committee **RECOMMEND;**

To recommend to Resources committee the Recommendations to 6.3 Tennis – Horton View

To recommend to Resources committee the Recommendations in 7.3 Tennis – Fees and Charges

To recommend to Resources committee the Recommendations in 8.3 PlayZone – Fees and Charges

To recommend to Resources committee the Recommendations in 9.3 MUGA – Refurbishment Costs.

The meeting ended at 7:34pm

GENERAL SERVICES COMMITTEE

26 AUGUST 2025

REPORT OF THE DIRECTOR OF ENVIRONMENT

PARKS AND CEMETERIES SERVICE

1. Introduction and Purpose of Report

1.1. To provide an update for Members on:

- 1.1.1. Parks & Cemeteries Team.
- 1.1.2. 4th Corner Landscape Contract.
- 1.1.3. Park Ranger Service / Play Areas.
- 1.1.4. Cleansing Service.
- 1.1.5. Parks Lighting / CCTV.
- 1.1.6. PlayZone Schemes.
- 1.1.7. Sports Facility – Hard Surfaces.
- 1.1.8. People's Park Café.
- 1.1.9. Hanwell Fields Cricket Facility.

2. Wards Affected

2.1. All Banbury Wards.

3. Effect on Policy

3.1. Nil.

4. Contact Officer

4.1. Paul Almond (01295 817315).

5. Parks & Cemeteries Team Service Update

- 5.1. The team are up to date with all scheduled work.
- 5.2. The grounds team have delivered a high standard of maintenance on the cricket and bowls facilities, Banbury Lions Cricket team even hosted an international match at Hanwell Fields against Pakistan.
- 5.3. The planting day in the park was a great success with all the school children in attendance and participating in the planting with this year's theme "My Favourite Story". The parks team has had a constant battle this year, due to the hot weather, to keep the summer bedding plants looking good at People's Park and the two Cemeteries.
- 5.4. The cemetery team have been very busy for this time year undertaking burial duties in our cemeteries and have delivered the service in line with funeral bookings.
- 5.5. The team made sure the park was presented at its best for planting day, Town Mayors Funday, Playday and VJ commemoration event.

Banbury Town Council

- 5.6. The Council had an inspection of its Pesticide Procedures by the Health and Safety Executive (HSE). I am pleased to report that the Council had a clean bill of health with regard to its safe use and storage of pesticides. Two minor recommendations were identified by the HSE, both items have been actioned.

6. 4th Corner Landscape Contract Update

- 6.1. The contractor performance against the works schedule is good.
- 6.2. They are currently fully staffed in line with those that were identified within the terms of the contract extension agreement.
- 6.3. The wild flower meadows that were added to the contract were a great success, the yellow rattle germinated and provided good colour in early summer. The contracted cuts, thrashing and bailing were undertaken at the optimum time, to ensure seed was dropped for next year's regrowth.
- 6.4. Due to the hot weather it has been difficult to undertake the post season renovations of the football pitches, despite best efforts germination of the reseeded worn areas has not been as effective as it should be at this point prior to the start of the new playing season. Working with 4th Corner the plan next year, if weather conditions allow, will be to start renovations early before the end of the playing season.
- 6.5. The second street weed control treatment of roadside kerbs was completed in July as scheduled.

7. Park Ranger Service / Play Area Update

- 7.1. The Park Rangers continue to carry out weekly visual Health & Safety inspections formally recording utilising the new mobile PSS Live software package.
- 7.2. The team continue to undertake repair work on the findings made as a result of the inspection reports.
- 7.3. The new trim trail unit at People's Park was installed and opened in time for the School Summer Holidays.
- 7.4. The refurbishment of the skate ramp facility was undertaken at Spiceball Park in time for the School Summer Holidays. The work included complete replacement of the riding surface on the beginners ramp, replacement of all damaged sections on the advanced ramp and repainting of all metal work on both units.
- 7.5. The Rangers have provided support and assistance in the delivery of the Council's Event programme over the summer.

8. Cleansing Service Update

- 8.1. Cleaning of public toilets is ongoing, no problems to report.
- 8.2. The monthly cleaning of all sports pavilions continues, with the exception of the weekly cleaning at the Cricket Pavilion at Hanwell Fields following fixtures.

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- 8.3. Parks & Open Spaces Cleansing – The service provided by Cherwell District Council continues to be delivered in line with the Service Level agreement, no issues to report.

9. Lighting/CCTV Update

- 9.1. The run of lighting columns at Chandos Sports Ground to serve the PlayZone have now been installed.
- 9.2. The new lighting for Banbury Cross and the Fine Lady Statue have now been installed.
- 9.3. The problem with the CCTV camera that was not working in centre of People's Park has been investigated and Cherwell District Council have ordered the repair.

10. PlayZone Scheme Update

- 10.1. The construction of the Chandos Close Play Zone is almost complete, there is only the flood lighting and some remedial works to be completed. It will be ready for the being officially opened on the 5th of September as planned.
- 10.2. The construction of the Princess Diana Park PlayZone is under way and should be completed in October. Affected local residents were informed of the project by means of letter drop.

11. Sports Facility - Hard Surfaces Update

- 11.1. The trees affecting the Multi-Use Games Areas (MUGA) at Moorfields Park and Bankside Park have now been removed and the stumps treated to kill the roots.
- 11.2. The tree in the Sanctuary Housing property affecting the Tennis Courts at Hornton View Sports Ground has now been removed.
- 11.3. As approved at The General Services Committee on 03/06/2025 and the Resources Committee on the 10/06/2025, quotations can now be invited for:
- a) The resurfacing and painting of the MUGA facilities at Moorfields and Bankside Parks.
 - b) The cleaning and repainting of all the other MUGA facilities within the other parks across Banbury.
 - c) The resurfacing and painting of courts 5 and 6 at Horton View Sports Ground.
 - d) The cleaning, surface repairs and repainting of courts 1-4 at Horton View Sports Ground.

12. People's Park Café Update

- 12.1. Unfortunately, the lease to operate the Café in People's Park with the current operator was ended on the 15th August due to breaches of the lease agreement.
- 12.2. Once the café is cleared and prepared for reletting the Council will need to advertise for a new Café Operator.

13. Hanwell Fields Cricket Facility Update

- 13.1. The current Licence to operate a cricket academy during the summer season at Hanwell Fields ends on the 31st August 2025. The Licence holder Al Medina 313 have over the last two years have made Hanwell Fields Sports Ground the home for their team Banbury Lions. The team has had great success and they have approached the Council to sign a new licence on a longer term.
- 13.2. To enable them to continue to progress into the higher cricket leagues and to attract funding to develop the academy they need to demonstrate that they have security of a home ground into the future.
- 13.3. The recommendation to members is that Officers prepare a longer term licence for signing by Al Medina 313 to continue to develop and operate their Cricket Academy based at Hanwell Fields, ensuring good use of the Sports Facility during each summer cricket season.

14. Financial Effects & Risk Assessment

- 14.1. There remains a risk that this will limit development on this site to progress an alternative sports provision.
- 14.2. Options may include varying the term of the lease and introducing options to extend the terms.

15. Recommendations

The Committee is invited to **RESOLVE**

- 15.1. To note the Parks and Cemeteries Service Update.
- 15.2. To note the 4th Corner Landscape Contract Update.
- 15.3. To note the Ranger Service / Play Area Update.
- 15.4. To note the Cleansing Service Update.
- 15.5. To note the Lighting / CCTV Update.
- 15.6. To note the PlayZone Scheme Update.
- 15.7. To note the Sports Facility – Hard Surfaces Update.
- 15.8. To note the People's Park Café Update.
- 15.9. To recommend to Resources Committee - 13.3 The Preparation of a Licence for a Cricket Academy to operate at Hanwell Fields Sports Ground.

Background Papers: Nil

**GENERAL SERVICES COMMITTEE
26 August 2025**

**RESOURCES COMMITTEE
2 September 2025**

REPORT OF THE TOWN CLERK & RFO

INCOME & EXPENDITURE TO 22 August 2025

1. Introduction and Purpose of Report

1.1 To inform Members of income and expenditure compared with Year to Date (YTD) Budget 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. Background

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 year-to-date 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 Year-to-Date (YTD) 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. Present Position

6.1 The attached report shows all expenditure incurred up to 22 August 2025. Overall the Committees expenditure is within forecast versus the projected budget. The main causes are addressed as follows:

7. General Services variances are principally

- ◆ Staffing costs remain within budget, and have now incorporated central government annual salary increases agreed with trade unions of 3.2% effective from 1st April 2025.
- ◆ Timing of invoicing for grounds maintenance works impacted by timing of August invoice across Parks.

- ◆ Tree works orders have largely been completed and with the final few days currently being undertaken, balancing available resources with recommendations from scheduled independent arboriculture inspections over an ongoing three-year timeframe.
- ◆ Sports facilities works to get facilities reviewed ahead of the football season, whilst the dry and hard ground conditions have hampered goal mouth restoration, other remedial works have been completed. NNDR council tax adjustment backdated to reflect increased income at Hanwell Fields relating to increased sports use.
- ◆ Additional expenditure is being incurred to secure and upgrade the lighting of the Banbury Cross and Fine Lady statues, which is within budget parameters following successful grant applications via CDC from central government UK SPF fund (Capital – Park Refurb), this project is 70% complete ahead of the darker evenings.
- ◆ Completion of Chandos PlayZone is followed by the installation of a PlayZone at Princess Diana park, with grant funding for the full costs incurred due to be received from CDC (25%) and Football Foundation (75%).
- ◆ Improvements to bus shelters providing Green Roofs (in partnership with Bauer Media Outdoor (nee Clear Channel), and Real Time Info (in partnership with OCC).

8. Underspends on Resources Committee also principally

- ◆ Corporate, Central Administration and Civic continue to be well controlled. Additional legal costs are being incurred to settle and resolve an outstanding past employee complaint, following receipt of Chairmans concurrence for expenditure to be committed. Elevated expenditure will be captured within the 6+6 budget review.
- ◆ Town Council Events are currently within acceptable budget parameters, with a confirmed grant of £3k remaining outstanding to be received.
- ◆ Town Hall – includes utility costs to be recharged to OCC under the lease of first floor, alongside additional ongoing hire of the interview room by CDC on Tuesdays and Thursdays every week for the next three months.
- ◆ Other services to the Public include timing of small grants (including Warm Welcome grant scheme).
- ◆ Other Costs & Income are in line with projected budget, with reserves being invested to achieve interest income target which is anticipated to exceed income budget.

9. Financial Effects & Risk Assessment

- 9.1** 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.

10. Recommendations

- 10.1** The Council is invited to receive and note the Income & Expenditure report.

- 10.2** The Council is invited to receive and note the annual salaries increases agreed between the trade unions and central government.

Background Papers: Nil

General Services Committee101 Litter Control & Cleansing

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
4107 Equipment General	0	2,000	2,000	5,000		5,000
4109 Cleansing Contract	215	0	(215)	171,979		171,764
Litter Control & Cleansing :- Indirect Expenditure	<u>215</u>	<u>2,000</u>	<u>1,785</u>	<u>176,979</u>	<u>0</u>	<u>176,764</u>
Net Expenditure	<u>(215)</u>	<u>(2,000)</u>	<u>(1,785)</u>	<u>(176,979)</u>		

103 Cemeteries

1000 Miscellaneous Income	224	0	(224)	0		0
1004 Burial Chambers	2,160	1,380	(780)	3,450		0
1005 Burial Fees	15,785	15,000	(785)	36,000		0
1007 Memorial Applications	6,615	5,835	(780)	14,000		0
1008 Exclusive Rights of Burial	7,460	4,775	(2,685)	11,000		0
1022 Premises Hire	4,581	4,297	(284)	4,297		0
1500 Contribution from Reserves	0	0	0	46,500		0
Cemeteries :- Income	<u>36,825</u>	<u>31,287</u>	<u>(5,538)</u>	<u>115,247</u>		
4000 Salaries	113,496	109,590	(3,906)	263,017		149,521
4006 Training	5,305	1,250	(4,055)	5,000		(305)
4010 N N D Rates	3,367	3,540	174	7,080		3,714
4011 Water Charges	0	600	600	1,440		1,440

Detailed Income & Expenditure by Phased Budget Heading 19/08/2025

Month No: 5

Committee Report

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
4012 Sewerage Charges	0	0	0	500		500
4013 Electricity	(107)	400	507	960		1,067
4014 Gas	229	450	221	900		671
4019 Cleaning Materials	17	100	83	600		583
4020 Telephone	216	300	84	720		504
4023 Stationery/Office Supplies	11	0	(11)	200		189
4025 Insurance	5,927	6,484	557	6,484		557
4026 Subscriptions	110	200	90	310		200
4070 Computer Software	0	2,600	2,600	2,600		2,600
4071 Purchase Equipment	1,890	1,250	(640)	3,000		1,110
4072 Leasing Equipment	750	750	0	2,500		1,750
4100 Purchase Materials	1,306	1,500	195	3,900		2,595
4120 Building M & R (Other Contract	3,415	4,200	785	10,000		6,585
4122 Landscaping (Other Contractors	657	6,250	5,593	15,000		14,343
4123 Minor Alterations & Imp.	1,067	2,500	1,433	6,500		5,433
4132 Purchase Protective Clothing	257	1,040	783	2,500		2,243
4137 Burial Chamber costs	0	3,500	3,500	3,500		3,500
4502 R & M Plant & Equipment	2,804	2,550	(254)	6,550		3,746
4570 Fleet Purchases	0	0	0	46,500		46,500
4571 Service Charges	1,684	1,000	(684)	2,200		516
4572 Fuel	974	1,400	426	3,120		2,146
Cemeteries :- Indirect Expenditure	143,373	151,454	8,081	395,081	0	251,708
Net Income over Expenditure	(106,549)	(120,167)	(13,618)	(279,834)		

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<u>110 Parks and Open Spaces</u>						
1000 Miscellaneous Income	3,123	0	(3,123)	0		0
1010 Land Rents	4,723	5,185	463	5,185		0
1500 Contribution from Reserves	0	0	0	15,000		0
Parks and Open Spaces :- Income	<u>7,845</u>	<u>5,185</u>	<u>(2,660)</u>	<u>20,185</u>		
4000 Salaries	94,678	99,450	4,772	238,679		144,001
4005 Professional Subscriptions	0	450	450	600		600
4006 Training	1,440	2,000	560	5,000		3,560
4008 Car Allowances-Employee	0	0	0	1,500		1,500
4011 Water Charges	0	1,100	1,100	2,640		2,640
4012 Sewerage Charges	0	210	210	500		500
4013 Electricity	2,644	3,200	556	7,680		5,036
4014 Gas	0	0	0	350		350
4019 Cleaning Materials	0	250	250	600		600
4020 Telephone	400	500	100	1,200		800
4023 Stationery/Office Supplies	0	50	50	200		200
4025 Insurance	14,320	17,051	2,731	17,051		2,731
4026 Subscriptions	1,187	180	(1,007)	760		(427)
4032 Advertising/Publicity	0	0	0	300		300
4061 Management Plans	0	0	0	7,500		7,500
4070 Computer Software	6,615	9,760	3,145	23,430		16,815
4071 Purchase Equipment	1,393	1,250	(143)	3,000		1,607

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
4100 Purchase Materials	6,870	1,400	(5,470)	6,000		(870)
4107 Equipment General	3,018	3,750	732	8,500		5,482
4120 Building M & R (Other Contract	996	26,750	25,754	56,500		55,504
4121 Ground Mtnce (Other Contractor	55,767	84,735	28,968	205,363		149,596
4122 Landscaping (Other Contractors	115	10,835	10,720	26,000		25,885
4124 Building M & R Peoples Park	742	1,000	258	2,400		1,658
4132 Purchase Protective Clothing	612	500	(112)	1,300		688
4500 Arboriculture	7,417	21,460	14,043	51,500		44,083
4501 Playground Equipment R & M	12,075	32,500	20,425	75,000		62,925
4502 R & M Plant & Equipment	801	1,000	199	3,000		2,199
4503 Purchase of Signs	0	2,000	2,000	6,000		6,000
4510 Floral Bedding	8,566	9,760	1,194	16,260		7,694
4511 Trees and Shrubs	2,492	11,770	9,278	14,000		11,508
4512 Bulbs	0	0	0	6,000		6,000
4514 Chemical Applications	6,815	3,424	(3,391)	10,354		3,539
4515 Aviary Maintenance	693	1,000	307	2,900		2,207
4570 Fleet Purchases	0	0	0	15,000		15,000
4571 Service Charges	448	500	52	2,000		1,552
4572 Fuel	359	835	476	2,000		1,641
Parks and Open Spaces :- Indirect Expenditure	230,463	348,670	118,207	821,067	0	590,604
Net Income over Expenditure	(222,617)	(343,485)	(120,868)	(800,882)		

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<u>113 Allotments</u>						
1010 Land Rents	1,702	1,655	(47)	4,250		0
Allotments :- Income	<u>1,702</u>	<u>1,655</u>	<u>(47)</u>	<u>4,250</u>		
4011 Water Charges	0	250	250	600		600
4070 Computer Software	381	450	69	450		69
4100 Purchase Materials	0	200	200	800		800
4120 Building M & R (Other Contract	8	500	492	2,000		1,992
4121 Ground Mtnce (Other Contractor	473	1,015	542	2,940		2,467
4520 Private Contractors	223	1,000	777	3,000		2,777
Allotments :- Indirect Expenditure	<u>1,085</u>	<u>3,415</u>	<u>2,330</u>	<u>9,790</u>	<u>0</u>	<u>8,705</u>
Net Income over Expenditure	<u>616</u>	<u>(1,760)</u>	<u>(2,376)</u>	<u>(5,540)</u>		
<u>114 Park Rangers</u>						
1500 Contribution from Reserves	0	0	0	150,000		0
Park Rangers :- Income	<u>0</u>	<u>0</u>	<u>0</u>	<u>150,000</u>		
4000 Salaries	52,947	60,775	7,828	145,859		92,912
4006 Training	1,963	2,000	37	5,000		3,037
4010 N N D Rates	4,019	4,215	196	8,432		4,413
4011 Water Charges	0	415	415	1,000		1,000
4012 Sewerage Charges	0	140	140	500		500

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
4013 Electricity	701	500	(201)	1,200		499
4014 Gas	104	400	296	960		856
4020 Telephone	550	525	(25)	1,260		710
4025 Insurance	16,758	19,599	2,841	19,599		2,841
4100 Purchase Materials	376	500	124	1,200		824
4107 Equipment General	409	1,040	631	2,000		1,591
4120 Building M & R (Other Contract	348	2,225	1,877	4,800		4,452
4124 Building M & R Peoples Park	0	4,000	4,000	4,000		4,000
4131 Purchase Equipment	154	1,720	1,566	4,200		4,046
4132 Purchase Protective Clothing	473	500	27	2,000		1,527
4502 R & M Plant & Equipment	255	0	(255)	300		45
4570 Fleet Purchases	0	0	0	150,000		150,000
4571 Service Charges	2,378	4,075	1,697	9,000		6,622
4572 Fuel	679	917	238	2,200		1,521
Park Rangers :- Indirect Expenditure	82,113	103,546	21,433	363,510	0	281,397
Net Income over Expenditure	(82,113)	(103,546)	(21,433)	(213,510)		
<u>115 Commuted Sums</u>						
1500 Contribution from Reserves	0	0	0	97,490		0
Commuted Sums :- Income	0	0	0	97,490		
Net Income	0	0	0	97,490		

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<u>120 Sports Facilities</u>						
1020 Sports Hire	9,635	6,250	(3,385)	12,500		0
1021 Licence and Premises Hire	7,950	7,838	(112)	11,683		0
1051 Deposits	0	(25)	(25)	(25)		0
	<u>17,585</u>	<u>14,063</u>	<u>(3,522)</u>	<u>24,158</u>		
Sports Facilities :- Income						
4000 Salaries	0	4,165	4,165	10,000		10,000
4010 N N D Rates	14,035	3,735	(10,300)	7,466		(6,569)
4011 Water Charges	11	750	739	1,800		1,789
4013 Electricity	3,248	2,500	(748)	6,500		3,252
4014 Gas	507	1,450	944	3,500		2,994
4017 Caretaking and Cleaning	4,131	0	(4,131)	0		(4,131)
4019 Cleaning Materials	236	500	264	1,200		964
4100 Purchase Materials	92	3,125	3,033	7,500		7,408
4107 Equipment General	0	2,300	2,300	4,000		4,000
4109 Cleansing Contract	100	0	(100)	0		(100)
4120 Building M & R (Other Contract	5,037	8,675	3,638	20,820		15,783
4121 Ground Mtnc (Other Contractor	25,098	47,339	22,241	84,832		59,734
4530 Bowling Green	1,034	4,302	3,268	8,550		7,516
	<u>53,529</u>	<u>78,841</u>	<u>25,312</u>	<u>156,168</u>	<u>0</u>	<u>102,639</u>
Sports Facilities :- Indirect Expenditure						
	<u>(35,944)</u>	<u>(64,778)</u>	<u>(28,834)</u>	<u>(132,010)</u>		
Net Income over Expenditure						

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<u>131 Banbury in Bloom</u>						
4651 Floral Sponsorship	0	0	0	8,257		8,257
4652 Planting Day in the Park	1,342	3,350	2,008	5,225		3,883
Banbury in Bloom :- Indirect Expenditure	<u>1,342</u>	<u>3,350</u>	<u>2,008</u>	<u>13,482</u>	<u>0</u>	<u>12,140</u>
Net Expenditure	<u>(1,342)</u>	<u>(3,350)</u>	<u>(2,008)</u>	<u>(13,482)</u>		
<u>132 Banbury Cross & FineLady</u>						
4120 Building M & R (Other Contract	806	0	(806)	5,800		4,994
Banbury Cross & FineLady :- Indirect Expenditure	<u>806</u>	<u>0</u>	<u>(806)</u>	<u>5,800</u>	<u>0</u>	<u>4,994</u>
Net Expenditure	<u>(806)</u>	<u>0</u>	<u>806</u>	<u>(5,800)</u>		
<u>150 Public Clocks</u>						
4000 Salaries	391	390	(1)	937		546
4013 Electricity	64	150	86	360		296
4120 Building M & R (Other Contract	1,406	0	(1,406)	600		(806)
4521 Service of Public Clock	0	0	0	1,600		1,600
Public Clocks :- Indirect Expenditure	<u>1,861</u>	<u>540</u>	<u>(1,321)</u>	<u>3,497</u>	<u>0</u>	<u>1,636</u>
Net Expenditure	<u>(1,861)</u>	<u>(540)</u>	<u>1,321</u>	<u>(3,497)</u>		

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
<u>160 Capital Costs</u>						
1500 Contribution from Reserves	151,807	0	(151,807)	65,000		0
Capital Costs :- Income	<u>151,807</u>	<u>0</u>	<u>(151,807)</u>	<u>65,000</u>		
4551 Capital - Hardwick Hill Cemeta	2,950	0	(2,950)	0		(2,950)
4552 Capital - Play Areas	0	0	0	71,500		71,500
4554 Capital - Park Refurb	144,438	0	(144,438)	65,000		(79,438)
Capital Costs :- Indirect Expenditure	<u>147,388</u>	<u>0</u>	<u>(147,388)</u>	<u>136,500</u>	<u>0</u>	<u>(10,888)</u>
Net Income over Expenditure	<u>4,420</u>	<u>0</u>	<u>(4,420)</u>	<u>(71,500)</u>		
<u>201 Bus Shelters</u>						
4109 Cleansing Contract	910	900	(10)	1,800		890
4800 New Shelters	0	0	0	6,000		6,000
4802 Maintenance	0	780	780	3,000		3,000
Bus Shelters :- Indirect Expenditure	<u>910</u>	<u>1,680</u>	<u>770</u>	<u>10,800</u>	<u>0</u>	<u>9,890</u>
Net Expenditure	<u>(910)</u>	<u>(1,680)</u>	<u>(770)</u>	<u>(10,800)</u>		
<u>202 Salt Bins</u>						
4107 Equipment General	0	0	0	4,000		4,000
Salt Bins :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>0</u>	<u>4,000</u>	<u>0</u>	<u>4,000</u>
Net Expenditure	<u>0</u>	<u>0</u>	<u>0</u>	<u>(4,000)</u>		
General Services Committee :- Income	215,764	52,190	(163,574)	476,330		
Expenditure	663,085	693,496	30,411	2,096,674	0	1,433,589
Movement to/(from) Gen Reserve	<u>(447,321)</u>	<u>(641,306)</u>	<u>(193,985)</u>	<u>(1,620,344)</u>		

Resources Committee301 Corporate Management

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
4050 Bank Charges	571	1,030	459	2,315		1,744
4056 Internal Audit	510	500	(10)	1,500		990
4057 Audit Fees	0	0	0	2,500		2,500
4058 Professional Fees	2,277	2,927	650	6,700		4,423
4059 Legal Support	5,898	1,898	(4,000)	7,750		1,853
Corporate Management :- Indirect Expenditure	<u>9,255</u>	<u>6,355</u>	<u>(2,900)</u>	<u>20,765</u>	<u>0</u>	<u>11,510</u>

Net Expenditure

<u>(9,255)</u>	<u>(6,355)</u>	<u>2,900</u>	<u>(20,765)</u>
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302 Civic and Ceremonial

4000 Salaries	249	512	263	1,272		1,023
4006 Training	0	0	0	350		350
4022 Printing	30	0	(30)	975		945
4023 Stationery/Office Supplies	8	56	48	336		328
4026 Subscriptions	0	0	0	320		320
4850 Uniforms	0	0	0	200		200
4851 Incoming Mayors Allowance	722	998	276	10,000		9,278
4852 Outgoing Mayors Allowance	(651)	1,000	1,651	1,000		1,651
4854 Civic Property Maintenance	0	0	0	450		450
4855 Civic Insignia	0	1,900	1,900	2,150		2,150

Detailed Income & Expenditure by Phased Budget Heading 19/08/2025

Month No: 5

Committee Report

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
4870 Catering	24	0	(24)	0		(24)
Civic and Ceremonial :- Indirect Expenditure	382	4,466	4,084	17,053	0	16,671
Net Expenditure	(382)	(4,466)	(4,084)	(17,053)		
<u>305 Central Administration</u>						
4000 Salaries	119,365	117,475	(1,890)	283,445		164,080
4005 Professional Subscriptions	160	909	749	1,482		1,322
4006 Training	0	2,375	2,375	5,700		5,700
4007 Subsistence	938	0	(938)	1,850		912
4009 Travel Allowances	0	0	0	125		125
4010 N N D Rates	159	0	(159)	0		(159)
4020 Telephone	2,962	1,500	(1,462)	3,600		638
4021 Postage	729	1,375	646	3,300		2,571
4022 Printing	2,077	1,050	(1,027)	2,520		443
4023 Stationery/Office Supplies	752	1,050	298	2,520		1,768
4025 Insurance	5,605	6,670	1,065	6,670		1,065
4026 Subscriptions	1,101	585	(516)	5,409		4,308
4031 Staff Advertising	0	0	0	2,000		2,000
4032 Advertising/Publicity	0	0	0	2,500		2,500
4033 Tourism/Marketing	14,405	8,005	(6,400)	19,212		4,807
4035 Books & Publications	829	0	(829)	200		(629)
4070 Computer Software	16,117	10,765	(5,352)	32,340		16,223

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
4071 Purchase Equipment	10	30	20	100		90
4073 Purchase Furniture	0	415	415	1,000		1,000
4136 Purchase IT Equipment	17	250	233	1,500		1,483
4850 Uniforms	0	200	200	600		600
4856 Photography	0	0	0	375		375
5000 Contingency Fund & Provision	0	0	0	5,000		5,000
Central Administration :- Indirect Expenditure	<u>165,224</u>	<u>152,654</u>	<u>(12,570)</u>	<u>381,448</u>	<u>0</u>	<u>216,224</u>
Net Expenditure	<u>(165,224)</u>	<u>(152,654)</u>	<u>12,570</u>	<u>(381,448)</u>		
<u>310 Town Council Events</u>						
1000 Miscellaneous Income	3,048	1,700	(1,348)	5,700		0
1055 Food Festivals	5,789	8,800	3,011	12,800		0
1070 Canalside Festival Income	0	0	0	8,170		0
1073 Town Mayors Sunday	2,092	1,400	(692)	1,400		0
1074 Armed Forces Day Income	700	0	(700)	0		0
1075 Banbury Show Income	3,468	4,400	932	4,400		0
1076 Christmas Lights Switch On	0	0	0	1,350		0
1860 Diamond Jubilee Income	3,793	0	(3,793)	0		0
Town Council Events :- Income	<u>18,889</u>	<u>16,300</u>	<u>(2,589)</u>	<u>33,820</u>		
4000 Salaries	45,216	45,360	144	108,869		63,653
4074 Armed Forces Day	7,568	3,700	(3,868)	3,700		(3,868)

Detailed Income & Expenditure by Phased Budget Heading 19/08/2025

Month No: 5

Committee Report

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
4076 Christmas Lights Switch On	0	0	0	9,020		9,020
4300 Town Mayor's Inauguration	1,710	3,725	2,015	3,725		2,015
4310 Town Mayors Sunday	3,340	5,631	2,291	5,631		2,291
4320 Battle of Britain	300	1,044	744	2,088		1,788
4330 Remembrance Day	300	0	(300)	7,578		7,278
4360 Canalside Festival	478	0	(478)	13,885		13,407
4370 Banbury Music Mix	2,034	3,175	1,141	6,350		4,316
4380 Banbury Show	14,402	14,280	(122)	14,280		(122)
4390 Food Festivals	7,213	8,760	1,547	13,750		6,537
4860 Diamond Jubilee	20	0	(20)	0		(20)
5001 Seasonal Events	3,369	2,200	(1,169)	2,200		(1,169)
Town Council Events :- Indirect Expenditure	85,949	87,875	1,926	191,076	0	105,127
Net Income over Expenditure	(67,059)	(71,575)	(4,516)	(157,256)		
<u>311 Town Hall</u>						
1021 Licence and Premises Hire	4,036	4,120	84	16,480		0
1022 Premises Hire	2,426	1,250	(1,176)	3,000		0
Town Hall :- Income	6,462	5,370	(1,092)	19,480		
4000 Salaries	12,098	13,115	1,017	31,472		19,374
4010 N N D Rates	9,681	10,165	484	20,328		10,647
4011 Water Charges	0	400	400	960		960

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
4013 Electricity	6,070	3,500	(2,570)	8,400		2,330
4014 Gas	1,097	500	(597)	1,200		103
4015 Alarms	420	0	(420)	1,000		580
4016 Window Cleaning	0	210	210	500		500
4019 Cleaning Materials	148	600	452	1,450		1,302
4023 Stationery/Office Supplies	100	210	110	500		400
4025 Insurance	13,563	15,996	2,433	15,996		2,433
4032 Advertising/Publicity	0	250	250	600		600
4071 Purchase Equipment	6	2,250	2,244	2,500		2,494
4120 Building M & R (Other Contract	2,832	1,750	(1,082)	4,180		1,348
4502 R & M Plant & Equipment	196	2,000	1,804	4,775		4,579
4850 Uniforms	0	75	75	200		200
4870 Catering	27	575	548	1,380		1,353
4871 Licences inc PRS Fees	98	230	133	550		453
Town Hall :- Indirect Expenditure	46,335	51,826	5,491	95,991	0	49,656
Net Income over Expenditure	(39,874)	(46,456)	(6,582)	(76,511)		
<u>315 Other Services to the Public</u>						
4700 Christmas Lighting Scheme	2,807	0	(2,807)	70,860		68,053
4724 Open Air Pool Subsidy	0	0	0	97,680		97,680
4900 Grants	4,340	4,290	(50)	15,000		10,660
4901 Crime Prevention Support	0	3,000	3,000	8,300		8,300

Detailed Income & Expenditure by Phased Budget Heading 19/08/2025

Month No: 5

Committee Report

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
4902 Election Costs	0	3,000	3,000	3,000		3,000
4903 Local Honors Scheme	0	0	0	1,000		1,000
Other Services to the Public :- Indirect Expenditure	<u>7,147</u>	<u>10,290</u>	<u>3,143</u>	<u>195,840</u>	<u>0</u>	<u>188,693</u>
Net Expenditure	<u>(7,147)</u>	<u>(10,290)</u>	<u>(3,143)</u>	<u>(195,840)</u>		
<u>320 Other Costs and Income</u>						
1176 Precept Received	2,299,215	2,299,232	17	2,299,232		0
1190 Interest Received	20,976	14,000	(6,976)	180,250		0
Other Costs and Income :- Income	<u>2,320,191</u>	<u>2,313,232</u>	<u>(6,959)</u>	<u>2,479,482</u>		
4951 Revenue Contribution to Capita	0	0	0	10,000		10,000
5001 Seasonal Events	10	0	(10)	0		(10)
Other Costs and Income :- Indirect Expenditure	<u>10</u>	<u>0</u>	<u>(10)</u>	<u>10,000</u>	<u>0</u>	<u>9,990</u>
Net Income over Expenditure	<u>2,320,182</u>	<u>2,313,232</u>	<u>(6,950)</u>	<u>2,469,482</u>		
Resources Committee :- Income	2,345,542	2,334,902	(10,640)	2,532,782		
Expenditure	314,302	313,466	(836)	912,173	0	597,871
Movement to/(from) Gen Reserve	<u>2,031,241</u>	<u>2,021,436</u>	<u>(9,805)</u>	<u>1,620,609</u>		

	Year To Date Actual	Year To Date Budget	Year To Date Variance	Total Annual Budget	Committed Expenditure	Funds Available
Grand Totals:- Income	2,561,306	2,387,092	(174,214)	3,009,112		
Expenditure	977,387	1,006,962	29,575	3,008,847	0	2,031,460
Net Income over Expenditure	<u>1,583,919</u>	<u>1,380,130</u>	<u>(203,789)</u>	<u>265</u>		
Movement to/(from) Gen Reserve	<u>1,583,919</u>	<u>1,380,130</u>	<u>(203,789)</u>	<u>265</u>		