



## Cliffe and Cliffe Woods Parish Council

17 Graveney Close, Cliffe Woods, Rochester, Kent ME3 8LB

☎ 01634 566166

✉ [clerk@cliffeandcliffewoods-pc.gov.uk](mailto:clerk@cliffeandcliffewoods-pc.gov.uk)

Clerk/PO Mrs Alex Jack and Clerk/RFO Mrs Helen Symmons

To Committee Members, you are summoned to attend the Finance & General Purposes Committee Meeting starting at **7:30pm** to be held on **Tuesday 11<sup>th</sup> November 2025 at St Helen's House, Cliffe, ME3 7QP**

### F&GP AGENDA

1. **Apologies for Absence**
2. **Declarations of Interest:** Disclosable Pecuniary Interests under the Code of Conduct for Parish Councils.  
*A councillor declaring a pecuniary interest may not participate in discussion or vote on the matter. If an interest is not declared at the outset of the meeting, it should be disclosed as soon as the interest becomes apparent. Dispensation may be requested in writing to the Clerk (Proper Officer) who under certain circumstances will allow a councillor to speak and vote on the matter.*
3. **Public Representation:** Members of the public can put questions and raise issues to the Committee in relation to business on the agenda. Maximum 10 minutes per person, total maximum adjournment of 30 minutes.
4. **Approval of Minutes of Meeting held on 7<sup>th</sup> October 2025**
5. **Finance and General Purposes**
  - a. **Month End Reports**  
September 2025 Bank Reconciliations
  - b. **Payments for Approval**  
To review payments that are outside the scope of delegation/contractual arrangements
    - i) Invoice from RGP Electrical Ltd for annual inspection and remedial works
  - c. **PAYE Payments for Authorisation**  
To review PAYE payments & authorise payment
  - d. **Other Financial Matters**
    - i) Receipts and Payments October 2025
    - ii) Quote from Norse for asset maintenance to April 2026
    - iii) Quotes for tree works following Tree Survey April 2025
    - iv) Quote from Safeplay for annual Play Areas inspection
    - v) Quotes for repair to Cliffe Woods car park surface
    - vi) Grant funding request from wHoo Cares towards Christmas Day dinner
    - vii) Draft Budget 2026-2027
    - viii) Quote from Structural Steel for Buttway boundary repairs to posts
    - ix) Quotes for electrical switches in Changing Rooms
    - x) Tree replanting update
  - e. **Advisory Matters for Council decisions**
    - i) To discuss use of solar panels for Changing Rooms (as documents circulated)

*In view of the confidential nature of Personnel Matters, any attending members of the public and press may be excluded from the meeting for the duration, or part thereof, of the following item.*
6. **Personnel Matters**
  - i) Staffing - recruitment and advertising

**All Councillors and public are welcome to attend, however only committee members may vote.**

Alex Jack, Clerk/PO, 5/11/2025



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Clerk/PO Mrs Alex Jack and Clerk/RFO Mrs Helen Symmons

Minutes of the Finance & General Purposes Committee Meeting held on **Tuesday 7<sup>th</sup> October 2025**  
at **7.30pm at St Helen's House, Cliffe, ME3 7QP**

### F&GP MINUTES

**Councillors Present:** Robert Wyatt (Chair), David Bishop, Barry Dibble, Ken Kentell, Jim Wenban

**Council Staff Present:** Alex Jack (Clerk/PO)

- 1 **Apologies for Absence**  
Apologies received for Cllr R Letheren were **accepted**.
- 2 **Declarations of Interest**  
K Kentell – Cliffe and Cliffe Woods Community Trust, Cliffe Bowls Club, wHoo Cares Short Mat Bowls Club
- 3 **Public Representation**  
None.
- 4 **Approval of Minutes of Meeting held on 9<sup>th</sup> September 2025**  
It was proposed by Cllr B Dibble, seconded by Cllr R Wyatt to accept the Minutes, **all agreed**. The Minutes were signed by the Chair.
- 5 **Finance and General Purposes**
  - a. **Month End Reports**  
Reports were reviewed and **noted**.
  - b. **Payments for Approval**  
None.
  - c. **PAYE Payments for Authorisation**  
September payroll payments were proposed by Cllr B Dibble, seconded by Cllr R Wyatt, **all agreed**.
  - d. **Other Financial Matters**
    - i) Receipts and Payments September 2025 were reviewed and **noted**.
    - ii) Allotments water charge – leak claim  
The Clerk advised she had contacted Business Stream again re the leak claim submitted to Southern Water but they confirmed it had been rejected as previously advised.
    - iii) AGAR 2024/25  
It was **noted** the Clerk/RFO confirmed the limited assurance review now complete and the external auditor had signed off with no matters raised, Completion Notice published.
    - iv) Annual Grants
      - a) Proposed by Cllr J Wenban, seconded by Cllr R Wyatt to pay annual grants of £5,000 each to Cliffe Woods Community Centre and Cliffe Memorial Hall and £1,500 to St Helen's Church, **all agreed**.

- b) It was further proposed by Cllr J Wenban, seconded by Cllr B Dibble to recommend to full Council to give a grant of £1,500 to the Emmanuel Centre, Cliffe Woods, **all agreed.**
- v) A quote for repair to the damaged boundary posts at The Buttway, Cliffe had still not been received and Cllr J Wenban will follow this up with the contractor.
- vi) The Chair advised the replacement tree planting at the Memorial Hall and allotments could now commence as previously recommended, this was agreed and **noted.**

e. **Advisory Matters for Council decisions**

- i) A grant request had been received from Cliffe Memorial Hall for £500 towards the annual Guy Fawkes event in Cliffe. It was proposed by Cllr B Dibble, seconded by Cllr J Wenban to recommend to full Council to accept, **all agreed.**
- ii) The Clerk reported on continued use of both Cliffe Woods car park and The Buttway by vehicles parking on long term, overnight or for storage purposes preventing short stay use by the community. Owners had been contacted by letter and by the Police on a few occasions. After discussion, it was proposed by Cllr J Wenban, seconded by Cllr B Dibble to recommend to full Council to investigate the possibility of using an external car park management company to oversee the use and upkeep of both sites, **all agreed.**

**6 Personnel Matters**

The Clerk advised the vacancy for Assistant Clerk was being advertised. Councillors expressed thanks to Miss Sarah O'Donoghue for her excellent work as Assistant Clerk and wished her well for the future.

The meeting closed at 20:25 and the Chair thanked everyone for attending.

Alex Jack, Clerk/PO, 08/10/2025

**Signed as a true record of proceedings:**

**Chair** ..... **Date** .....

**Bank Reconciliation Statement as at 03/10/2025  
for Cashbook 1 - Current/Reserve Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account 55081592	03/10/2025		300.00
Reserve Account 56850409	03/10/2025		58,512.65
			<u>58,812.65</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			58,812.65
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			58,812.65
		<b>Balance per Cash Book is :-</b>	<b>58,812.65</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

**Bank Reconciliation up to 03/10/2025 for Cashbook No 1 - Current/Reserve Account**

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
05/09/2025	DC	14.72		14.72		R <input type="checkbox"/>	A&S Lighting Ltd
12/09/2025	BACS	1,641.30		1,641.30		R <input type="checkbox"/>	Zurich Municipal
12/09/2025	BACS	12.00		12.00		R <input type="checkbox"/>	Iris Software Ltd
12/09/2025	DC	28.00		28.00		R <input type="checkbox"/>	Blakes Sec Systems
12/09/2025	DC	13.75		13.75		R <input type="checkbox"/>	KPCM Display Ltd
12/09/2025	DDR	287.86		287.86		R <input type="checkbox"/>	Hugofox Ltd
15/09/2025	BACS	1,721.27		1,721.27		R <input type="checkbox"/>	Staff Payment
15/09/2025	DDR	81.99		81.99		R <input type="checkbox"/>	Nest Pensions
16/09/2025	DDR	41.71		41.71		R <input type="checkbox"/>	EDF Energy
16/09/2025	BACS	10.98		10.98		R <input type="checkbox"/>	Toolstation
17/09/2025	DC	12.00		12.00		R <input type="checkbox"/>	KALC
24/09/2025	DC	72.00		72.00		R <input type="checkbox"/>	SLCC Enterprises Ltd
25/09/2025	Refund		14.72	14.72		R <input type="checkbox"/>	Receipt(s) Banked
30/09/2025	Crusaders		997.92	997.92		R <input type="checkbox"/>	Receipt(s) Banked
30/09/2025	Colts		997.92	997.92		R <input type="checkbox"/>	Receipt(s) Banked
30/09/2025	Interest		53.76	53.76		R <input type="checkbox"/>	Receipt(s) Banked
01/10/2025	BACS	128.00		128.00		R <input type="checkbox"/>	AARDVARK ELECTRONIC SECURITY
01/10/2025	DDR	10.83		10.83		R <input type="checkbox"/>	Vonage
01/10/2025	Donation		250.00	250.00		R <input type="checkbox"/>	Receipt(s) Banked
03/10/2025	BACS	120.00		120.00		R <input type="checkbox"/>	Village Voices Publishing
		<u>4,196.41</u>	<u>2,314.32</u>				

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

**Bank Reconciliation Statement as at 30/09/2025  
for Cashbook 5 - CCLA PSDF**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CCLA PSDF	30/09/2025		75,114.51
			<u>75,114.51</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			75,114.51
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			75,114.51
		<b>Balance per Cash Book is :-</b>	<b>75,114.51</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

Bank Reconciliation up to 30/09/2025 for Cashbook No 5 - CCLA PSDF

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
02/09/2025	Sept int		114.51	114.51		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>0.00</u>	<u>114.51</u>				

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

**Bank Reconciliation Statement as at 30/09/2025  
for Cashbook 4 - Unity Trust Instant/fixed term**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity	30/09/2025		85,107.88
			<u>85,107.88</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			85,107.88
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			85,107.88
		<b>Balance per Cash Book is :-</b>	<b>85,107.88</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

**Bank Reconciliation up to 30/09/2025 for Cashbook No 4 - Unity Trust Instant/fixed term**

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
30/09/2025	Sept int		107.88	107.88		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>0.00</u>	<u>107.88</u>				

**Signatory 1:**

Name .....Signed .....Date .....

**Signatory 2:**

Name .....Signed .....Date .....

## Agenda item 5B

Payments for Approval					
	<b>Meeting Date:</b>	11th November			
	<b>Meeting Type:</b>	F&GP			
	<b>Recommendation</b>	Paid by F&G in accordance with FR			
	Payment To	Payment Detail	Cost ex VAT	Budget	Power
1	RGP Electrical Ltd	Annual emergency testing	£637.50	Changing Rooms (4082)	Local Govt (Misc Prov) Act 1976 s.19
2					
<b>Total</b>			<b>£637.50</b>		

## Agenda item 5C

<b>SALARIES RE OCTOBER HOURS 2025</b>		Gross	£ 1,584.45
<b>Clerk/PO - hours</b>	59.25		
<b>Assistant Clerk - hours</b>	0		
<b>RFO - hours</b>	13.25	12.25 holiday hours	
<b>TOTAL MILEAGE</b>	4010		£8.55
<b>TOTAL HOME ALLOWANCES</b>	4003		£86.00
<b>SALARIES To pay Nov 2025</b>	4000	NET	£1,211.05
<b>HMRC Payment</b>	Employer/ Employee DD	£436.46	
<b>Nest Pensions</b>	Employer/ Employee DD	£76.42	
<b>MONTHLY COST TO COUNCIL</b>	<b>TOTAL</b>		<b>£1,818.48</b>

## List of Payments made between 01/10/2025 and 31/10/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/10/2025	AARDVARK ELECTRONIC	BACS	128.00	Delegated	Replaced CCTV unit
01/10/2025	Vonage	DDR	10.83	Contractual	Sept phone charge
03/10/2025	Village Voices Publishing	BACS	120.00	Delegated	Advert for Assist Clerk
06/10/2025	Northstar IT	DDR	122.14	Contractual	Month IT package
10/10/2025	RBL Poppy Appeal	DC	53.50	Delegated	Remembrance wreath
15/10/2025	Staff Payment	BACS	1,679.32	F&G October	October salaries (Sept hrs)
15/10/2025	Nest Pensions	DDR	92.98	Contractual	Oct payment re Sept hrs
16/10/2025	EDF Engergy	DDR	48.58	Contractual	September electricity
20/10/2025	Village Voices Publishing	BACS	-120.00	Refund	Credit note as no edition
21/10/2025	Iris Software Ltd	BACS	12.00	Contractual	Sept payroll
21/10/2025	Kent County Playing Fields Ass	BACS	20.00	Min 142 aii May FC	Annual subscription
21/10/2025	Cliffe Memorial Hall	BACS	500.00	Min 208aiii Oct FC	Event grant - Fireworks
21/10/2025	Cliffe Memorial Hall	BACS	5,000.00	Min 208biv Oct FC	Annual grant
21/10/2025	Cliffe Woods Community Assoc	BACS	5,000.00	Min 208biv Oct FC	Annual grant
21/10/2025	St Helens Church PCC	BACS	1,500.00	Min 208biv Oct FC	Annual grant
23/10/2025	HMRC PAYE	DDR	1,606.93		PAYE & NI
24/10/2025	Business-Stream	DDR	696.47	Contractual	Water charge
27/10/2025	Northstar IT	DDR	5.28	Delegated	Email for new Cllrs
<b>Total Payments</b>			<u>16,476.03</u>		

09:01

## Current/Reserve Account

## Cash Received between 01/10/2025 and 31/10/2025

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<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
01/10/2025	Brett Landscapes	Donation	Noticeboard donation	250.00
15/10/2025	Brett Landscapes	Donation	Donation B Aggregates	250.00
09/10/2025	HMRC Vat	VAT claim	Q3 VAT claim	65.26
31/10/2025	NatWest	Interest	Bank interest Oct	46.11
<b>Total Receipts</b>				<b>611.37</b>

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## Annual Budget - By Centre

Note: Budget Entry AGAR

		<u>2024/25</u>		<u>2025/26</u>				<u>2026/27</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>100</b>	<b><u>Administration</u></b>									
1176	Precept	87,513	87,513	91,202	91,202	91,202	0	98,466	0	0
1190	Bank Interest	800	2,246	1,000	1,297	2,000	0	3,000	0	0
	<b>Total Income</b>	<b>88,313</b>	<b>89,759</b>	<b>92,202</b>	<b>92,499</b>	<b>93,202</b>	<b>0</b>	<b>101,466</b>	<b>0</b>	<b>0</b>
4000	Salaries & Wages	19,350	14,113	21,750	10,655	22,492	0	27,214	0	0
4001	PAYE & NI - HMRC	0	861	0	2,736	0	0	0	0	0
4002	Emp'ler 3% Emp'ee 5% Pension	580	907	600	679	900	0	800	0	0
4003	Home Allowance	1,440	844	1,440	632	1,440	0	1,440	0	0
4004	Staff Costs - other	1,712	5,233	450	1,087	1,250	0	500	0	0
4010	Mileage Claims	1,300	510	1,134	203	500	0	500	0	0
4011	Travelling Expenses	100	38	100	49	100	0	100	0	0
4012	Telephone Expenses	800	116	500	63	150	0	125	0	0
4015	Training Expenses	1,000	255	1,000	610	1,000	0	1,000	0	0
4016	Staff Professional Body Fees	400	221	500	118	500	0	500	0	0
4017	Chairman's Allowance	150	77	200	12	100	0	200	0	0
4018	Employer NI	354	415	1,450	1,125	1,400	0	1,600	0	0
4020	Insurance	2,610	1,304	1,500	1,641	1,641	0	1,700	0	0
4021	Audit Fees	858	595	800	175	800	0	800	0	0
4022	Professional Fees	0	385	0	500	0	0	500	0	0
4023	Stationery/Printing	660	644	700	327	700	0	700	0	0
4024	Computer/IT Expenses	3,250	3,354	3,500	2,950	3,500	0	3,750	0	0
4025	Postages	120	39	150	0	10	0	50	0	0
4028	Subscriptions	1,650	1,883	1,650	1,686	1,686	0	1,750	0	0

Continued on next page

## Annual Budget - By Centre

Note: Budget Entry AGAR

		<u>2024/25</u>		<u>2025/26</u>				<u>2026/27</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4035	Storage	680	600	700	611	611	0	700	0	0
4050	Repairs & Maintenance	500	4,520	500	0	500	0	525	0	0
4072	Noticeboards	1,500	0	500	12	500	0	525	0	0
4099	Other Expenses	130	513	500	0	100	0	525	0	0
<b>Overhead Expenditure</b>		<b>39,144</b>	<b>37,428</b>	<b>39,624</b>	<b>25,871</b>	<b>39,880</b>	<b>0</b>	<b>45,504</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>		<b>49,169</b>	<b>52,331</b>	<b>52,578</b>	<b>66,628</b>	<b>53,322</b>		<b>55,962</b>		
<b>102</b>	<b><u>Grants &amp; Donations</u></b>									
1199	Other Income	0	0	0	500	500	0	0	0	0
<b>Total Income</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>500</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4201	Village Event donations	0	2,000	3,000	3,000	3,000	0	3,000	0	0
4202	Grants S137	2,500	344	2,500	545	750	0	2,500	0	0
4203	Donations	1,500	0	1,500	0	0	0	1,500	0	0
4204	Cliffe Woods Comm Centre Grant	5,000	5,000	5,000	5,000	5,000	0	5,000	0	0
4205	Cliffe Memorial Hall Grant	5,000	5,000	5,000	5,000	5,000	0	5,000	0	0
4206	St Helen's Churchyd Maint Gran	1,500	1,500	1,500	1,500	1,500	0	1,500	0	0
4208	Emmanuel Centre	0	0	0	0	1,500	0	1,500	0	0
<b>Overhead Expenditure</b>		<b>15,500</b>	<b>13,844</b>	<b>18,500</b>	<b>15,045</b>	<b>16,750</b>	<b>0</b>	<b>20,000</b>	<b>0</b>	<b>0</b>
<b>102 Net Income over Expenditure</b>		<b>-15,500</b>	<b>-13,844</b>	<b>-18,500</b>	<b>-14,545</b>	<b>-16,250</b>	<b>0</b>	<b>-20,000</b>	<b>0</b>	<b>0</b>
9001	plus Transfer from EMR	0	2,000	0	0	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>		<b>(15,500)</b>	<b>(11,844)</b>	<b>(18,500)</b>	<b>(14,545)</b>	<b>(16,250)</b>		<b>(20,000)</b>		
<b>110</b>	<b><u>Allotments</u></b>									

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## Annual Budget - By Centre

Note: Budget Entry AGAR

		<u>2024/25</u>		<u>2025/26</u>				<u>2026/27</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1000	Income Allotment Rents	3,710	4,143	4,000	1,325	4,976	0	4,417	0	0
1002	Income Allotment Key Deposits	0	10	0	0	10	0	0	0	0
	<b>Total Income</b>	<b>3,710</b>	<b>4,153</b>	<b>4,000</b>	<b>1,325</b>	<b>4,986</b>	<b>0</b>	<b>4,417</b>	<b>0</b>	<b>0</b>
4050	Repairs & Maintenance	1,000	0	750	195	500	0	750	0	0
4080	Allotments Expenditure	500	988	750	2,702	3,000	0	3,000	0	0
	<b>Overhead Expenditure</b>	<b>1,500</b>	<b>988</b>	<b>1,500</b>	<b>2,897</b>	<b>3,500</b>	<b>0</b>	<b>3,750</b>	<b>0</b>	<b>0</b>
	<b>110 Net Income over Expenditure</b>	<b>2,210</b>	<b>3,165</b>	<b>2,500</b>	<b>-1,573</b>	<b>1,486</b>	<b>0</b>	<b>667</b>	<b>0</b>	<b>0</b>
9002	less Transfer to EMR	0	10	0	0	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	<b>2,210</b>	<b>3,155</b>	<b>2,500</b>	<b>(1,573)</b>	<b>1,486</b>		<b>667</b>		
<b>111</b>	<b><u>Play Areas/Recreation</u></b>									
1001	Income Football Pitch Rents	1,386	1,584	1,500	1,663	1,663	0	1,700	0	0
	<b>Total Income</b>	<b>1,386</b>	<b>1,584</b>	<b>1,500</b>	<b>1,663</b>	<b>1,663</b>	<b>0</b>	<b>1,700</b>	<b>0</b>	<b>0</b>
4050	Repairs & Maintenance	12,000	5,957	5,000	285	1,000	0	5,250	0	0
4081	Play Park & Rec Grounds	4,240	1,192	4,250	378	1,000	0	1,250	0	0
4083	Buttway	1,000	0	1,000	303	1,000	0	1,000	0	0
	<b>Overhead Expenditure</b>	<b>17,240</b>	<b>7,149</b>	<b>10,250</b>	<b>966</b>	<b>3,000</b>	<b>0</b>	<b>7,500</b>	<b>0</b>	<b>0</b>
	<b>Movement to/(from) Gen Reserve</b>	<b>(15,854)</b>	<b>(5,565)</b>	<b>(8,750)</b>	<b>697</b>	<b>(1,337)</b>		<b>(5,800)</b>		
<b>112</b>	<b><u>Youth Projects</u></b>									
4092	Skate park Maintenance	1,200	0	1,000	0	0	0	1,000	0	0
	<b>Overhead Expenditure</b>	<b>1,200</b>	<b>0</b>	<b>1,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>0</b>	<b>0</b>

Continued on next page

## Annual Budget - By Centre

Note: Budget Entry AGAR

	<u>2024/25</u>		<u>2025/26</u>				<u>2026/27</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>Movement to/(from) Gen Reserve</b>	<u>(1,200)</u>	<u>0</u>	<u>(1,000)</u>	<u>0</u>	<u>0</u>		<u>(1,000)</u>		
<b>113 Car parks</b>									
4020 Insurance	0	-150	0	0	0	0	0	0	0
4041 Salt bins & Salt	100	0	100	0	100	0	100	0	0
4050 Repairs & Maintenance	2,500	0	2,500	0	1,000	0	2,500	0	0
<b>Overhead Expenditure</b>	<u>2,600</u>	<u>-150</u>	<u>2,600</u>	<u>0</u>	<u>1,100</u>	<u>0</u>	<u>2,600</u>	<u>0</u>	<u>0</u>
<b>Movement to/(from) Gen Reserve</b>	<u>(2,600)</u>	<u>150</u>	<u>(2,600)</u>	<u>0</u>	<u>(1,100)</u>		<u>(2,600)</u>		
<b>114 Changing Rooms</b>									
4032 Utilities	4,725	2,544	5,000	1,500	2,500	0	3,000	0	0
4050 Repairs & Maintenance	0	-398	500	0	750	0	750	0	0
4082 Changing Rooms expenditure	1,200	254	1,250	152	1,250	0	1,250	0	0
<b>Overhead Expenditure</b>	<u>5,925</u>	<u>2,400</u>	<u>6,750</u>	<u>1,652</u>	<u>4,500</u>	<u>0</u>	<u>5,000</u>	<u>0</u>	<u>0</u>
<b>Movement to/(from) Gen Reserve</b>	<u>(5,925)</u>	<u>(2,400)</u>	<u>(6,750)</u>	<u>(1,652)</u>	<u>(4,500)</u>		<u>(5,000)</u>		
<b>115 CCTV</b>									
4060 CCTV	250	114	500	128	300	0	525	0	0
<b>Overhead Expenditure</b>	<u>250</u>	<u>114</u>	<u>500</u>	<u>128</u>	<u>300</u>	<u>0</u>	<u>525</u>	<u>0</u>	<u>0</u>
<b>Movement to/(from) Gen Reserve</b>	<u>(250)</u>	<u>(114)</u>	<u>(500)</u>	<u>(128)</u>	<u>(300)</u>		<u>(525)</u>		
<b>116 Community De-fibs</b>									
4085 De-fibs	250	423	500	233	500	0	525	0	0

Continued on next page

## Annual Budget - By Centre

Note: Budget Entry AGAR

		<u>2024/25</u>		<u>2025/26</u>				<u>2026/27</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	<b>Overhead Expenditure</b>	250	423	500	233	500	0	525	0	0
	<b>Movement to/(from) Gen Reserve</b>	(250)	(423)	(500)	(233)	(500)		(525)		
<b>200</b>	<b><u>Capital Projects</u></b>									
4084	Village Improvements	0	1,684	8,895	3,517	4,000	0	4,000	0	0
	<b>Overhead Expenditure</b>	0	1,684	8,895	3,517	4,000	0	4,000	0	0
9001	plus Transfer from EMR	0	1,684	0	3,478	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	0	0	(8,895)	(38)	(4,000)		(4,000)		
<b>900</b>	<b><u>Spend From Earmarked Reserves</u></b>									
9202	Changing Rooms	0	1,058	0	0	0	0	0	0	0
9205	Car Park Refurbishment	10,000	3,122	7,500	0	0	0	20,000	0	0
	<b>Overhead Expenditure</b>	10,000	4,180	7,500	0	0	0	20,000	0	0
	<b>Movement to/(from) Gen Reserve</b>	(10,000)	(4,180)	(7,500)	0	0		(20,000)		
<b>999</b>	<b><u>VAT Data</u></b>									
115	VAT on Receipts	0	344	0	335	0	0	0	0	0
125	VAT Refunds	0	5,108	0	2,937	0	0	0	0	0
	<b>Total Income</b>	0	5,451	0	3,272	0	0	0	0	0
515	VAT on Payments	0	5,792	0	2,438	0	0	0	0	0
	<b>Overhead Expenditure</b>	0	5,792	0	2,438	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	0	(340)	0	834	0		0		

Continued on next page

## Annual Budget - By Centre

Note: Budget Entry AGAR

	<u>2024/25</u>		<u>2025/26</u>				<u>2026/27</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>Total Budget Income</b>	93,409	100,948	97,702	99,259	100,351	0	107,583	0	0
<b>Expenditure</b>	93,609	73,851	97,619	52,747	73,530	0	110,404	0	0
<b>Net Income over Expenditure</b>	-200	27,096	83	46,512	26,821	0	-2,821	0	0
plus Transfer from EMR	0	3,684	0	3,478	0	0	0	0	0
less Transfer to EMR	0	10	0	0	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	(200)	30,770	83	49,990	26,821		(2,821)		