

Policy and Finance Committee Meeting – 8th January 2024 – 18:00

To: Members of the Policy and Finance Committee:

Councillors Marriott (Chair), Joyce (Vice Chair), Alwahabi, Birch, Connolly, Hallam, Haque, Hibbert, Holland-Delamere, Kilbride, Purser, Russell, Stevens, Tarasiewicz

Cc'd to all councillors for information

You are summoned to attend the meeting of the **Policy and Finance Committee** of Northampton Town Council to be held at 18.00 hrs on Monday 8th January 2024 in the Town Council Committee Room at Northampton Guildhall.

Public participation is welcomed in accordance with Standing Orders and the Council's Public Participation Policy



Stuart Carter
Town Clerk
2nd January 2024

Guildhall
Northampton
NN1 1DE

A G E N D A

1. **Apologies for Absence**
2. **Declarations of Interest**
3. **To authorise the Chair to sign the minutes of the last meeting and ask questions as to the progress of any item**
Minutes of the meeting held 23rd October 2023 (p 3 – p 5)
4. **To receive the minutes of the Accounts Sub-Committee meetings for information:**
 - (a) Minutes of the meeting held 13 November 2023 (p 7 – 19)
 - (b) Minutes of the meeting held 13 December 2023 (p 21 – p 38)
5. **To receive for information only the minutes of the Staffing Sub Committee meeting held 6th December 2023**
(to be tabled)
6. **Draft 2024/25 Budget for recommendation to Council**
Report attached and budget attached (p 39 – p 45)

7. Accommodation

Verbal report to be given

8. Items for consideration on the next agenda

POLICY & FINANCE COMMITTEE – 23rd OCTOBER 2023

DRAFT MINUTES OF THE POLICY & FINANCE COMMITTEE MEETING HELD ON 23rd October 2023 AT 6PM IN THE TOWN COUNCIL'S COMMITTEE ROOM LOCATED IN THE GUILDHALL, NORTHAMPTON

PRESENT: Councillors Marriott (Chair), Birch, Connolly, Hallam, Haque, Holland-Delamare, Joyce, Kilbride, Soan, Stevens and Tarasiewicz

OFFICERS PRESENT: Mrs J Thorneycroft (Deputy Town Clerk) and Mrs C Maclellan (Finance Officer)

MEMBERS OF PUBLIC PRESENT: Mr Clive Millman

1. APOLOGIES FOR ABSENCE

Apologies were submitted by Councillors Alwahabi and Russell and Stuart Carter (The Town Clerk)

2. DECLARATIONS OF INTEREST

There were no declarations of interest.

3. TO AUTHORISE THE CHAIR TO SIGN THE MINUTES OF THE LAST MEETING AND ASK QUESTIONS AS TO THE PROGRESS OF ANY ITEM

RESOLVED: The Chair was authorised to sign the minutes of the previous meeting held on 11th September 2023 as a true and accurate record of the proceedings with the following amendments;

As stipulated in 2.2 of the Financial Regulations, A member other than the Chairman or bank signatory shall, for all bank accounts sign both the bank reconciliation and bank statements as evidence of verification. The activity shall be reported including any exceptions to and noted by the council. – 2 x volunteers Cllr Holland-Delamere and Stevens carried out the verification and signed both bank statements and Reconciliations for the months August, September and October 2023. No exceptions were noted.

4. TO RECEIVE THE MINUTES OF THE ACCOUNTS SUB-COMMITTEE MEETING FOR INFORMATION:

The minutes of the Accounts Sub-Committee meeting held on 12th September and 9th October were circulated at the meeting.

Amendment – it was noted that an attendee had been listed twice – this will be amended on the minutes

Action – FB

5. BUDGET PRINCIPLES

Prior to the meeting the Forward Budget presentation slide pack had been circulated to all councillors.

The Chair explained the budget principles report submitted by the Clerk Each committee will hold its own budget setting meeting throughout October and November. The Chair invited questions around the budget principles and the forward budget, it was noted the Forward Budget is a simulation over the next 5 years and each committee has to agree their own budget.

A number of questions were raised with reference to budget, reserves and net operating costs. The Finance Officer reported that NTC had passed the AGAR and no concerns were raised by the auditor. It was also asked where are we in terms of levelling up reserves and what are the items we are contractually committed to? It was noted that the future Accommodation issue is still to be sorted and that some budgets may not be used by the end of year.

It was stated that currently NTC doesn't own any assets like other local parish councils such as Duston, and Moulton, assets in these parishes provide income plus precept. Assets enable an organisation to generate income – this is a matter that is currently being considered by this committee.

The Community Needs Analysis project needs to move forward to establish exactly what the community /residents want NTC to do and achieve – this will be noted as an action and an item for discussion at the next Community Services Committee on 27th November.

ACTION: Community Needs Analysis project to be discussed in detail at the next Community Services Committee

All committees might wish to consider the benefits to all areas of the town, some councillors are looking to see an even spread of events across the town council wards.

6. CASH INVESTMENTS

Included with the agenda was the latest information regarding the Council's cash investments with the CCLA Public Sector Deposit Fund.

7. VOLUNTEER HANDBOOK

Cllr Hallam proposed that the handbook was agreed in principle subject to a few minor changes, the committee agreed. The following actions to be taken by JT.

- Mobile phones paragraph to be revisited
- Examples of the types of roles could be listed with a link to Voluntary Impact Northampton
- Ensure the handbook is compliant with GDPR
- Add rewarding and consider an accreditation for volunteers
- Volunteers have some sort of recognition to retain

8. PROJECT PROPOSAL FORM

Resolved: it was resolved to introduce the project template in 2024 – the form will be subject to the following considerations:

- An equalities impact assessment – are there any missing groups?
- Change the word Ideas to project
- Change wording - officer to Cllr
- Projects such as the Bleed Kit Project, speeding enforcement etc were good examples where the template would be useful
- The template should apply to existing projects as well

9. ITEMS FOR CONSIDERATION ON THE NEXT AGENDA

- Asset Register
- Paperless agendas
- Accommodation update

MEETING CONCLUDED: 7:23 PM

X

ACCOUNTS SUB-COMMITTEE – 13TH NOVEMBER 2023

MINUTES OF THE ACCOUNTS SUB-COMMITTEE MEETING HELD ON 13TH NOVEMBER 2023 AT 11 AM IN THE TOWN COUNCIL'S COMMITTEE ROOM LOCATED IN THE GUILDHALL, NORTHAMPTON

PRESENT: Councillors Marriott (Chair), Birch, Hibbert and Purser

OFFICERS PRESENT: Mr S Carter (Town Clerk) and Miss F Barford (Democratic Services Officer).

48. APOLOGIES

No apologies were submitted.

49. DECLARATIONS OF INTEREST

No interests were declared.

50. MINUTES OF THE PREVIOUS MEETING

RESOLVED: The Chair was authorised to sign the minutes of the previous Accounts Sub-Committee meeting held on 9th October 2023 as a true and accurate record of the proceedings.

51. REVENUE BUDGET 2023/24

The Town Clerk stated the following budget codes had seen an increase of 10% or more:

- 4010 Payroll Costs had increased to 93.3%

The Town Clerk explained that there had been funds committed to this budget codes however, invoices were yet to be received.

- 4101 Office Supplies Photocopying had increased to 46.4%

The Town Clerk explained the increase was due to the purchase of supplies. A Councillor commented that this increase was expected.

- 4125 Telephone and Internet had increased to 77.5%

A Councillor raised that telephone and internet continued to increase. The Town Clerk explained Horizon provided our telephone and internet services however, once the contract ceases other quotes would be sourced.

- 4155 Accounting Support had increased to 88.5%

The Town Clerk stated that accounting support had increased due to assistance being sought with month end.

- 4156 Audit Fees had increased to 63.0%

The TOWN CLERK explained that the internal audit had been completed henceforth the expenditure.

- 4159 Legal & Professional Costs had increased to 24.7%

ACTION: Stuart to provide clarification on the expenditure under this budget code.

- 4210 Mayoral Allowance had increased to 74.5%

The Town Clerk stated the increase was due to the Mayoral Allowance instalment had been paid.

- 4211 Mayor's Transport had increased to 101.1%
The Town Clerk explained that there had been an open purchase order place however, the fund was not committed yet.
- 4212 Councillors Allowances had increased 89.6%
The Town Clerk further explained that Councillors' allowance had been paid.
- 1190 Interest Received had increased to 920.7%
The Town Clerk stated that the amount of interest received continued to exceed expectations due to the increase in interest rates.
- 4400 Repairs and Maintenance had increased to 27.8%
In response to a question, the Town Clerk explained monthly water metre readings were taken by Idverde and this was to check for any water leaks.
- 4170 Community Grants Scheme had increased to 41.0%
The Town Clerk explained that Community Grant had increased due to the applications approved at the Grants Sub-Committee had been paid.
- 1536 Contribution to Service
A Councillor requested clarification on what budget code 1536, Contribution to Service was. The Town Clerk explained we had received monies from West Northamptonshire Council (WNC) to contribute towards Northampton in Bloom project and Events programme and this perhaps was the surplus.

In response to a question, the Town Clerk stated that was the last instalment from WNC had been received and the Town Council had prepared for the end of the tapering grant through saving and earmarking funds in the General Reserves that equated to two-years.
- 4500 Diwali had increased to 80.3%
The Town Clerk stated that most of the invoices had been received however, was unsure if any further invoices be received for the event.
- 4502 Fireworks had increased to 100.4%
The Town Clerk explained that Fireworks had fallen slightly over budget however, funds may receive as revenue from the stallholders to offset this.
- 4519 Armed Forces Day
The Town Clerk stated that the Armed Forces Day budget had overspent however, this was Armed Forces Day had overspent however, this was due to being the first year the Town Council organised the event independently from WNC so therefore was a lack of clarity on the total costings. In response to a question, the Town Clerk stated there was a great response to Armed Forces Day however, next year there would not be the signing of the Armed Forces Covenant therefore, the event may change next year. A Councillor highlighted that the event received sponsorship from Travis Perkins.

RESOLVED: The revenue budgetary report for month ending October 2023 was circulated and reviewed.

52. PAYMENT OF ACCOUNTS

The Town Clerk highlighted the first box of the payment of account included items that required retrospective approval. In response to a question posed, the Town Clerk explained he had requested a copy of the initial contractual agreement with Idverde that was agreed when the assets were transferred. He added, that the Town Council may be required to complete any remedial work or repairs at the allotments if required.

The Town Clerk explained that the Cost of Living pay award had been agreed with NIVCA and would be an increased. In response to a question, the Town Clerk explained that the Councillors Allowance would be increased again and we do tend to follow the lead of West Northants Council however, we were not tied to follow their lead. The Town Clerk added, that the amount paid to Councillors varies as it was dependent on the amount tax each individual paid.

The Town Clerk stated November was a busy time for the Events & Projects team as demonstrated within the payment of accounts. A Councillor stated that Tangerine Red should be benchmarked against other suppliers as their services seem costly.

A Councillor raised that there seems to be a duplicate payment itemised on the payment of accounts for Wave Utilities for the same amount.

In response to a question, the Town Clerk stated that he would clarify if the bollard covers for Diwali were stored and not disposed. In response to another question, a Councillor explained that the Events & Projects Officers were authorised to purchase items for events as long as it was within budget.

In response to a question, the Town Clerk stated that former Mayor Badges were a gift and therefore do not remain within the responsibility of the Town council for repairs. A Councillors commented that the Mayor's chain remains within the ownership of the Town Council and we as an organisation responsible for the payment of any repairs.

In response to a question, the Town Clerk stated he benchmarked the costs of the two Dell laptops purchased against two other suppliers and ultimately WNC were the cheapest option.

A Councillor commented that the purchase of teas and coffees should only be utilised if there was a large volume of people attending the Mayor's Parlour. The Town Clerk explained that if it was a small meeting then Officers were able to provide refreshments internally.

In relation to the Trinity & Semilong Neighbourhood Plan payment, a Councillor stated that the invoice received from Tangerine Red included services/items that were paid within funds from the Central Government Grant.

In response to a question, the Town Clerk explained the unapproved invoices were itemized on the second page as these items were received after document was completed.

RESOLVED: The Payment of Accounts were circulated and authorised for payment.

53. BANK RECONCILIATION

The Town Clerk circulated and presented account statements from Unity & CCLA Deposit Fund. The Town Clerk added that it would be reoccurring item at Policy and Finance that the Bank Reconciliation documents would be signed by Cllrs who were not members of the Accounts Sub-Committee.

RESOLVED: The Bank statements and cashbooks for Unity Bank and the CCLA Deposit Fund were presented and signed.

54. RISK REGISTER

In response to a question, the Town Clerk stated that the risk register included risk mitigations within it. A Councillor suggested that Staffing should be considered a higher risk especially with Officers picking up additional workload.

55. FURTHER ITEMS FOR CONSIDERATION FOR INFORMATION ONLY

No discussions were held under this item.

MEETING WAS CONCLUDED AT 12:02PM

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|--|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|
| Policy and Finance | | | | | | | |
| 101 Central Administration | | | | | | | |
| 1536 Contribution to Service | 0 | 1,500 | 0 | (1,500) | | | 0.0% |
| Central Administration :- Income | 0 | 1,500 | 0 | (1,500) | | | |
| 4000 Salaries NI and Pension | 38,196 | 260,785 | 515,000 | 254,215 | | 254,215 | 50.6% |
| 4006 Recruitment | 0 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% |
| 4010 Payroll Costs | 209 | 610 | 1,100 | 490 | 416 | 74 | 93.3% |
| 4015 Travel and Subsistance | 0 | 352 | 700 | 348 | | 348 | 50.2% |
| 4027 Training and Staff Development | 470 | 2,013 | 10,000 | 7,987 | 90 | 7,897 | 21.0% |
| 4101 Office Supplies & Photocopying | 592 | 2,213 | 5,000 | 2,787 | 106 | 2,681 | 46.4% |
| 4110 Post | 111 | 507 | 2,000 | 1,493 | | 1,493 | 25.3% |
| 4120 Subscriptions | 100 | 8,274 | 9,000 | 726 | | 726 | 91.9% |
| 4125 Telephone and Internet | 660 | 4,650 | 6,000 | 1,350 | | 1,350 | 77.5% |
| 4128 Information Technology | 2,492 | 8,806 | 10,000 | 1,194 | 2,880 | (1,685) | 116.9% |
| 4130 Insurance | 0 | 16,312 | 7,770 | (8,542) | | (8,542) | 209.9% |
| 4140 Advertising and Marketing | 151 | 5,782 | 10,000 | 4,218 | 5,095 | (878) | 108.8% |
| 4155 Accounting Support | 590 | 2,065 | 4,000 | 1,935 | 1,475 | 460 | 88.5% |
| 4190 Equipment | 0 | 35 | 10,000 | 9,965 | | 9,965 | 0.3% |
| Central Administration :- Indirect Expenditure | 43,572 | 312,403 | 592,570 | 280,167 | 10,062 | 270,105 | 54.4% |
| Net Income over Expenditure | (43,572) | (310,903) | (592,570) | (281,667) | | | |
| 105 Corporate Management | | | | | | | |
| 4150 Bank Charges | 31 | 113 | 1,000 | 887 | | 887 | 11.3% |
| 4156 Audit Fees | 2,520 | 2,520 | 4,000 | 1,480 | | 1,480 | 63.0% |
| 4159 Legal & Professional Fees | 3,717 | 5,417 | 30,000 | 24,583 | 1,984 | 22,599 | 24.7% |
| 4162 Health and Safety | 0 | 44 | 8,000 | 7,956 | | 7,956 | 0.5% |
| Corporate Management :- Indirect Expenditure | 6,268 | 8,094 | 43,000 | 34,906 | 1,984 | 32,922 | 23.4% |
| Net Expenditure | (6,268) | (8,094) | (43,000) | (34,906) | | | |
| 110 Civic and Democratic | | | | | | | |
| 4130 Insurance | 0 | 2,309 | 4,460 | 2,151 | | 2,151 | 51.8% |
| 4140 Advertising and Marketing | 0 | 109 | 2,000 | 1,891 | | 1,891 | 5.5% |
| 4200 Elections | 0 | 0 | 40,000 | 40,000 | | 40,000 | 0.0% |
| 4208 Mayoral Activity | 559 | 2,082 | 12,000 | 9,918 | 151 | 9,768 | 18.6% |
| 4209 Deputy Mayor | 0 | 10 | 2,000 | 1,990 | | 1,990 | 0.5% |
| 4210 Mayoral Allowance | 567 | 4,468 | 6,000 | 1,532 | | 1,532 | 74.5% |
| 4211 Mayor's Transport | 139 | 12,306 | 24,770 | 12,464 | 12,742 | (278) | 101.1% |

Detailed Income & Expenditure by Budget Heading 06/11/2023

Month No: 7

Committee Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|--|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|
| 4212 Councillor Allowances | 14,880 | 26,880 | 30,000 | 3,120 | | 3,120 | 89.6% |
| 4213 Councillor Training/Conference | 0 | 128 | 5,000 | 4,872 | | 4,872 | 2.6% |
| 4214 Civic Events | 150 | 10,275 | 16,000 | 5,725 | 1,217 | 4,508 | 71.8% |
| 4215 Civic Regalia | 446 | 15,073 | 4,500 | (10,573) | | (10,573) | 335.0% |
| 4216 Council Meetings & Room Hire | 90 | 640 | 5,000 | 4,360 | 914 | 3,446 | 31.1% |
| 4217 Mayor Contingency | 0 | 0 | 6,000 | 6,000 | | 6,000 | 0.0% |
| 4523 Windrush | 0 | 4,872 | 0 | (4,872) | 0 | (4,872) | 0.0% |
| 4540 Town Twinning | 0 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% |
| Civic and Democratic :- Indirect Expenditure | 16,832 | 79,151 | 159,730 | 80,579 | 15,023 | 65,555 | 59.0% |
| Net Expenditure | (16,832) | (79,151) | (159,730) | (80,579) | | | |
| 115 Other Cost and Income | | | | | | | |
| 1001 CIL | 0 | 9,599 | 0 | (9,599) | | | 0.0% |
| 1176 Precept Received | 0 | 1,807,837 | 1,807,837 | 0 | | | 100.0% |
| 1190 Interest Received | 9,614 | 46,034 | 5,000 | (41,034) | | | 920.7% |
| Other Cost and Income :- Income | 9,614 | 1,863,470 | 1,812,837 | (50,633) | | | 102.8% |
| 4998 Service Reserve | 0 | 0 | 214,500 | 214,500 | | 214,500 | 0.0% |
| 4999 Contingency | 0 | 0 | 71,437 | 71,437 | | 71,437 | 0.0% |
| Other Cost and Income :- Indirect Expenditure | 0 | 0 | 285,937 | 285,937 | 0 | 285,937 | 0.0% |
| Net Income over Expenditure | 9,614 | 1,863,470 | 1,526,900 | (336,570) | | | |
| 201 The Guildhall | | | | | | | |
| 4300 Service Charge | 0 | 17,144 | 77,000 | 59,856 | 51,431 | 8,425 | 89.1% |
| 4390 Accommodation Reserve | 0 | 0 | 108,000 | 108,000 | | 108,000 | 0.0% |
| The Guildhall :- Indirect Expenditure | 0 | 17,144 | 185,000 | 167,856 | 51,431 | 116,425 | 37.1% |
| Net Expenditure | 0 | (17,144) | (185,000) | (167,856) | | | |
| Policy and Finance :- Income | 9,614 | 1,864,970 | 1,812,837 | (52,133) | | | 102.9% |
| Expenditure | 66,672 | 416,792 | 1,266,237 | 849,445 | 78,500 | 770,945 | 39.1% |
| Movement to/(from) Gen Reserve | (57,058) | 1,448,177 | | | | | |

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|---|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|
| <u>Environmental Services</u> | | | | | | | |
| <u>210 Open Spaces & Environment</u> | | | | | | | |
| 1537 Northampton in Bloom Income | 0 | 23,021 | 23,021 | 0 | | | 100.0% |
| Open Spaces & Environment :- Income | 0 | 23,021 | 23,021 | 0 | | | 100.0% |
| 4015 Travel and Subsistance | 0 | 88 | 0 | (88) | | (88) | 0.0% |
| 4140 Advertising and Marketing | 0 | 69 | 0 | (69) | | (69) | 0.0% |
| 4536 Northampton In Bloom | 535 | 57,659 | 60,000 | 2,341 | 290 | 2,051 | 96.6% |
| 4560 Environmental Projects | 60 | 4,268 | 25,000 | 20,732 | 80 | 20,652 | 17.4% |
| 4561 Environmental Grants | 0 | 10,000 | 25,000 | 15,000 | | 15,000 | 40.0% |
| Open Spaces & Environment :- Indirect Expenditure | 595 | 72,084 | 110,000 | 37,916 | 370 | 37,546 | 65.9% |
| Net Income over Expenditure | (595) | (49,063) | (86,979) | (37,916) | | | |
| <u>230 Allotments</u> | | | | | | | |
| 4400 Repairs and Maintenance | 2,931 | 8,352 | 30,000 | 21,648 | | 21,648 | 27.8% |
| Allotments :- Indirect Expenditure | 2,931 | 8,352 | 30,000 | 21,648 | 0 | 21,648 | 27.8% |
| Net Expenditure | (2,931) | (8,352) | (30,000) | (21,648) | | | |
| Environmental Services :- Income | 0 | 23,021 | 23,021 | 0 | | | 100.0% |
| Expenditure | 3,526 | 80,436 | 140,000 | 59,564 | 370 | 59,194 | 57.7% |
| Movement to/(from) Gen Reserve | (3,526) | (57,415) | | | | | |

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|--|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|
| <u>Community Services</u> | | | | | | | |
| <u>301 Community Grants</u> | | | | | | | |
| 4170 Community Grant Scheme | 19,052 | 40,968 | 100,000 | 59,032 | | 59,032 | 41.0% |
| Community Grants :- Indirect Expenditure | 19,052 | 40,968 | 100,000 | 59,032 | 0 | 59,032 | 41.0% |
| Net Expenditure | (19,052) | (40,968) | (100,000) | (59,032) | | | |
| <u>310 Community Services</u> | | | | | | | |
| 4171 Councillor Community Funding | 3,682 | 19,166 | 75,000 | 55,834 | | 55,834 | 25.6% |
| 4221 Community Needs Analysis | 0 | 0 | 50,000 | 50,000 | 2,677 | 47,323 | 5.4% |
| 4225 Community Projects | 0 | 29 | 50,000 | 49,971 | 16 | 49,955 | 0.1% |
| Community Services :- Indirect Expenditure | 3,682 | 19,195 | 175,000 | 155,805 | 2,693 | 153,112 | 12.5% |
| Net Expenditure | (3,682) | (19,195) | (175,000) | (155,805) | | | |
| <u>315 Public Events</u> | | | | | | | |
| 1155 WNC Transfer | 16,822 | 84,281 | 83,979 | (302) | | | 100.4% |
| 1536 Contribution to Service | 0 | 2,000 | 5,000 | 3,000 | | | 40.0% |
| Public Events :- Income | 16,822 | 86,281 | 88,979 | 2,699 | | | 97.0% |
| 4015 Travel and Subsistance | 0 | 179 | 300 | 121 | | 121 | 59.6% |
| 4140 Advertising and Marketing | 3,603 | 8,284 | 10,000 | 1,716 | 1,455 | 261 | 97.4% |
| 4500 Diwali | 4,040 | 4,040 | 10,000 | 5,960 | 3,993 | 1,967 | 80.3% |
| 4501 Christmas Event | 14,303 | 14,670 | 200,000 | 185,330 | 145,365 | 39,966 | 80.0% |
| 4502 Fireworks | 13,250 | 35,254 | 55,000 | 19,747 | 19,955 | (209) | 100.4% |
| 4503 Bands in the Park | 500 | 10,428 | 10,000 | (428) | 350 | (778) | 107.8% |
| 4508 Ukraine Art Exhibition | 0 | 281 | 5,000 | 4,719 | | 4,719 | 5.6% |
| 4509 Virtual Heritage Tour | 0 | 5,400 | 7,000 | 1,600 | | 1,600 | 77.1% |
| 4510 General Events | 0 | 742 | 49,800 | 49,058 | | 49,058 | 1.5% |
| 4511 EID | 0 | 10,840 | 10,000 | (840) | | (840) | 108.4% |
| 4512 NMF22 / NMF23 | 0 | 15,275 | 10,000 | (5,275) | | (5,275) | 152.8% |
| 4513 Northampton Carnival | 0 | 19,421 | 20,000 | 579 | | 579 | 97.1% |
| 4514 Party in the Park/Balloon Fest | 0 | 5,000 | 5,000 | 0 | | 0 | 100.0% |
| 4515 Pride | 0 | 3,698 | 4,000 | 302 | | 302 | 92.5% |
| 4516 QueensJubilee/Kings Coronation | 0 | 14,758 | 15,000 | 242 | | 242 | 98.4% |
| 4517 Remembrance Day | 0 | 0 | 10,000 | 10,000 | 1,300 | 8,700 | 13.0% |
| 4518 Town Festival | 0 | 5,000 | 5,000 | 0 | | 0 | 100.0% |
| 4519 Armed Forces Day | 116 | 6,691 | 5,000 | (1,691) | | (1,691) | 133.8% |
| 4520 Beer Festival | 0 | 5,000 | 5,000 | 0 | | 0 | 100.0% |
| 4521 Van Hire (Events) | 0 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% |

Detailed Income & Expenditure by Budget Heading 06/11/2023

Month No: 7

Committee Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|---------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|
| 4522 St Georges Day | 0 | 5,035 | 0 | (5,035) | | (5,035) | 0.0% |
| 4524 Heritage Open /Projects | 2,667 | 8,070 | 0 | (8,070) | | (8,070) | 0.0% |
| Public Events :- Indirect Expenditure | <u>38,479</u> | <u>178,067</u> | <u>438,100</u> | <u>260,033</u> | <u>172,418</u> | <u>87,615</u> | <u>80.0%</u> |
| Net Income over Expenditure | <u>(21,657)</u> | <u>(91,787)</u> | <u>(349,121)</u> | <u>(257,334)</u> | | | |
| Community Services :- Income | 16,822 | 86,281 | 88,979 | 2,699 | | | 97.0% |
| Expenditure | 61,213 | 238,230 | 713,100 | 474,870 | 175,111 | 299,759 | 58.0% |
| Movement to/(from) Gen Reserve | <u>(44,391)</u> | <u>(151,950)</u> | | | | | |

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|----------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|-------------|
| Planning | | | | | | | |
| 400 Planning | | | | | | | |
| 4140 Advertising and Marketing | 0 | 125 | 0 | (125) | | (125) | 0.0% |
| 4600 Neighbourhood Planning | 0 | 0 | 10,000 | 10,000 | | 10,000 | 0.0% |
| 4601 Planning Support | 0 | 0 | 10,000 | 10,000 | | 10,000 | 0.0% |
| Planning :- Indirect Expenditure | <u>0</u> | <u>125</u> | <u>20,000</u> | <u>19,875</u> | <u>0</u> | <u>19,875</u> | <u>0.6%</u> |
| Net Expenditure | <u>0</u> | <u>(125)</u> | <u>(20,000)</u> | <u>(19,875)</u> | | | |
| Planning :- Income | 0 | 0 | 0 | 0 | | | 0.0% |
| Expenditure | 0 | 125 | 20,000 | 19,875 | 0 | 19,875 | 0.6% |
| Movement to/(from) Gen Reserve | <u>0</u> | <u>(125)</u> | | | | | |
| Grand Totals:- Income | 26,436 | 1,974,271 | 1,924,837 | (49,434) | | | 102.6% |
| Expenditure | 131,411 | 735,584 | 2,139,337 | 1,403,753 | 253,981 | 1,149,772 | 46.3% |
| Net Income over Expenditure | <u>(104,975)</u> | <u>1,238,687</u> | <u>(214,500)</u> | <u>(1,453,187)</u> | | | |
| Movement to/(from) Gen Reserve | <u>(104,975)</u> | <u>1,238,687</u> | | | | | |

| Invoices / Grants Paid / Bank Deductions - Requires Retrospective Committee Approval | | | | | |
|---|------------------------------------|---|------------------|------------|----------------------|
| Invoice Date | Invoice No | A/c Name | Net Value | VAT | Invoice Total |
| 26/10/2023 | Ending 3373 | Lloyds Bank Card Statement | £ 215.87 | £ - | £ 215.87 |
| 09/10/2023 | 48319/0646770 | Horizon | £ 792.57 | £ - | £ 792.57 |
| 28/09/2023 | SB20232704 | PKF Littlejohn | £ 3,024.00 | £ - | £ 3,024.00 |
| 12/10/2023 | 12663151A990421 Graspin Lane 12072 | Wave Utilities | £ 1,180.51 | £ - | £ 1,180.51 |
| 27/09/2023 | VOI0033890 | ZenOffice | £ 180.00 | £ - | £ 180.00 |
| 02/11/2023 | bill to Mayor Stephen Hibbert | Mewar Haveli Northampton Ltd | £ 896.00 | £ - | £ 896.00 |
| 10/10/2023 | Bank | Unity Bank | £ 28.00 | | £ 28.00 |
| | | | | £ - | £ - |
| Invoices posted to System pending approval and Payment | | | | | |
| Invoice Date | Invoice No | A/c Name | Net Value | VAT | Invoice Total |
| 01/11/2023 | SI018300 | Arena Events Services Group Ltd t/a Arena | £ 7,776.00 | £ 1,555.20 | £ 9,331.20 |
| 10/09/2023 | 1 | District of Dunchurch Band | £ 500.00 | £ - | £ 500.00 |
| 11/10/2023 | IM 12201D | Ice Magic International LTD | £ 6,450.00 | £ 1,290.00 | £ 7,740.00 |
| 02/11/2023 | 3938 | J & S Potter Ltd | £ 480.00 | £ 96.00 | £ 576.00 |
| 07/11/2023 | INV-10104 | JTE Integration Ltd | £ 650.00 | £ 130.00 | £ 780.00 |
| 16/10/2023 | INV:1001554 | LUNAR PUBLISHING LTD | £ 895.00 | £ 179.00 | £ 1,074.00 |
| 09/10/2023 | 23006 | Moonscape Media Ltd | £ 472.50 | £ 94.50 | £ 567.00 |
| 02/11/2023 | NTL238 | Northampton Town Centre BID | £ 262.50 | £ - | £ 262.50 |
| 27/10/2023 | 12 | Northampton Film Festival Ltd | £ 2,667.50 | £ - | £ 2,667.50 |
| 16/10/2023 | AF-2 | NS-UK Group (Northern) Ltd | £ 116.00 | £ 23.20 | £ 139.20 |
| 06/11/2023 | DP/1-2023 | NS-UK Group (Northern) Ltd | £ 2,135.00 | £ 427.00 | £ 2,562.00 |
| 06/11/2023 | DP/2 | NS-UK Group (Northern) Ltd | £ 116.00 | £ 23.20 | £ 139.20 |
| 06/11/2023 | NFW/1-2023 | NS-UK Group (Northern) Ltd | £ 6,077.00 | £ 1,215.40 | £ 7,292.40 |
| 20/10/2023 | SI-279 | South Northants Responders | £ 900.00 | £ - | £ 900.00 |
| 16/09/2023 | 1398 | Stage Right Productions | £ 3,080.00 | £ 616.00 | £ 3,696.00 |
| 16/09/2023 | 1398 AMENDED | Stage Right Productions | £ 2,968.00 | £ 593.60 | £ 3,561.60 |
| 16/09/2023 | 1398CR | Stage Right Productions | -£ 3,080.00 | -£ 616.00 | -£ 3,696.00 |
| 25/10/2023 | 1414 | Stage Right Productions | £ 13,250.00 | £ 2,650.00 | £ 15,900.00 |
| 20/10/2023 | MTR-07682 | Tangerine Red Ltd | £ 195.00 | £ 39.00 | £ 234.00 |
| 31/10/2023 | MTR-07707 | Tangerine Red Ltd | £ 2,040.00 | £ 408.00 | £ 2,448.00 |
| 02/11/2023 | MTR-07713 | Tangerine Red Ltd | £ 58.00 | £ 11.60 | £ 69.60 |
| 07/11/2023 | MTR-07721 | Tangerine Red Ltd | £ 2,232.80 | £ 446.56 | £ 2,679.36 |
| 19/10/2023 | 424001767504 | West Northamptonshire Council | £ 60.00 | £ 12.00 | £ 72.00 |
| 08/11/2023 | 424001797309 | West Northamptonshire Council | £ 337.77 | £ 67.55 | £ 405.32 |
| 02/10/2023 | 3035 | The Wild Tribe | £ 850.00 | £ - | £ 850.00 |
| 05/10/2023 | 3036 | The Wild Tribe | £ 3,500.00 | £ - | £ 3,500.00 |
| 01/11/2023 | EXPENSES OCT2023 | Julie Thorneycroft (Expense Claims) | £ 46.55 | £ - | £ 46.55 |
| 31/10/2023 | EXPENSES OCT2023 | Louise Hannam-Jones | £ 7.37 | £ 0.88 | £ 8.25 |
| 09/10/2023 | 091023/1 | Edmonstones Garden Design & Maintenance | £ 497.50 | £ - | £ 497.50 |
| 03/11/2023 | 031123/1 | Edmonstones Garden Design & Maintenance | £ 50.00 | £ - | £ 50.00 |
| 26/01/2023 | 11550149.9 | Anglian Water t/a Wave Utilities | -£ 1,767.75 | £ - | -£ 1,767.75 |
| 26/01/2023 | 11550149A9014408AMEN | Anglian Water t/a Wave Utilities | £ 1,767.75 | £ - | £ 1,767.75 |

Accounts Sub-Committee Paylist for Presentation and approval 9th Oct 2023

| | | | | | | | | |
|------------|--------------------|---|----|------------|---|------------|----|------------|
| 26/01/2023 | 11550149A9014408CR | Anglian Water t/a Wave Utilities | -£ | 1,753.25 | £ | - | -£ | 1,753.25 |
| 26/04/2023 | 11939338A9014408 | Anglian Water t/a Wave Utilities | £ | 616.96 | £ | - | £ | 616.96 |
| 20/07/2023 | 12325653A984758 | Anglian Water t/a Wave Utilities | -£ | 618.40 | £ | - | -£ | 618.40 |
| 26/07/2023 | 12340185A9014408 | Anglian Water t/a Wave Utilities | £ | 671.61 | £ | - | £ | 671.61 |
| 26/07/2023 | 12341409A984758 | Anglian Water t/a Wave Utilities | £ | 16.79 | £ | - | £ | 16.79 |
| 11/08/2023 | ON ACC 0 | Anglian Water t/a Wave Utilities | £ | - | £ | - | -£ | 0.03 |
| 02/09/2023 | 12492718A984758 | Anglian Water t/a Wave Utilities | £ | 118.11 | £ | - | £ | 118.11 |
| 02/10/2023 | 12617486A984758 | Anglian Water t/a Wave Utilities | £ | 203.40 | £ | - | £ | 203.40 |
| 12/10/2023 | 12663151A990421 | Anglian Water t/a Wave Utilities | £ | 1,180.51 | £ | - | £ | 1,180.51 |
| 26/10/2023 | 12717615 | Anglian Water t/a Wave Utilities | £ | 1,464.62 | £ | - | £ | 1,464.62 |
| 26/10/2023 | 12718133A9014401 | Anglian Water t/a Wave Utilities | £ | 29.98 | £ | 6.00 | £ | 35.98 |
| 02/11/2023 | 12742537A984757 | Anglian Water t/a Wave Utilities | £ | 50.67 | £ | - | £ | 50.67 |
| 02/11/2023 | 12743858A984758 | Anglian Water t/a Wave Utilities | £ | 191.12 | £ | - | £ | 191.12 |
| 10/10/2023 | 424001735934 | West Northamptonshire Council | £ | 37.50 | £ | 7.50 | £ | 45.00 |
| 04/11/2023 | INV-0101 | Classic Carriages of Northampton | £ | 2,952.50 | £ | - | £ | 2,952.50 |
| 04/11/2023 | INV-0102 | Classic Carriages of Northampton | £ | 2,156.25 | £ | - | £ | 2,156.25 |
| 09/10/2023 | 154 | Council for Voluntary Service Northampton | £ | 208.80 | £ | - | £ | 208.80 |
| 08/11/2023 | 176 | Council for Voluntary Service Northampton | £ | 72.00 | £ | - | £ | 72.00 |
| 27/10/2023 | 7132436 | Eastern Shires Purchasing Organisation | £ | 2.15 | £ | 0.43 | £ | 2.58 |
| 14/08/2023 | SINV050919 | WORKNEST | £ | 375.00 | £ | 75.00 | £ | 450.00 |
| 28/08/2023 | SINV050920 | WORKNEST | £ | 375.00 | £ | 75.00 | £ | 450.00 |
| 07/11/2023 | 48319/0660432 | Horizon Telecom Ltd t/a SCG South West | £ | 660.48 | £ | 132.09 | £ | 792.57 |
| 31/10/2023 | EXPENSES OCT2023 | Josephine Haines (Expense Claims) | £ | 6.90 | £ | - | £ | 6.90 |
| 31/10/2023 | 536 | Kirsty Edmonds | £ | 150.00 | £ | - | £ | 150.00 |
| 16/10/2023 | INV:1001555 | LUNAR PUBLISHING LTD | £ | 150.00 | £ | 30.00 | £ | 180.00 |
| 28/07/2023 | 18080 | Microshade Business Consultants Ltd | £ | 295.00 | £ | 59.00 | £ | 354.00 |
| 28/10/2023 | 18462 | Microshade Business Consultants Ltd | £ | 295.00 | £ | 59.00 | £ | 354.00 |
| 06/11/2023 | 18522 | Microshade Business Consultants Ltd | £ | 728.35 | £ | 145.67 | £ | 874.02 |
| 29/08/2023 | GOL49509 | MICHAEL JONES JEWELLER | £ | 54.17 | £ | 10.83 | £ | 65.00 |
| 11/10/2023 | GOL50198 | MICHAEL JONES JEWELLER | £ | 41.67 | £ | 8.33 | £ | 50.00 |
| 15/09/2023 | 27525806 | Nisbets Plc | £ | 89.97 | £ | - | £ | 89.97 |
| 14/10/2023 | NTC0623 | Northampton Sea Cadets | £ | 386.00 | £ | - | £ | 386.00 |
| 07/06/2023 | MEM243941-1 | SLCC Enterprises Ltd | £ | 470.00 | £ | - | £ | 470.00 |
| 13/10/2023 | INV0030512 | Veolia ES (UK) Ltd | £ | 139.44 | £ | 27.89 | £ | 167.33 |
| 10/10/2023 | 424001735921 | West Northamptonshire Council | £ | 37.50 | £ | 7.50 | £ | 45.00 |
| 18/10/2023 | 424001767025 | West Northamptonshire Council | £ | 1,761.42 | £ | 352.28 | £ | 2,113.70 |
| 20/10/2023 | 424001776472 | West Northamptonshire Council | £ | 18.00 | £ | 3.60 | £ | 21.60 |
| 02/11/2023 | 424001782110 | West Northamptonshire Council | £ | 112.20 | £ | - | £ | 112.20 |
| 02/11/2023 | 424001782123 | West Northamptonshire Council | £ | 37.50 | £ | 7.50 | £ | 45.00 |
| | | | | | | | | |
| | | Total Unpaid | | £69,375.41 | | £10,270.31 | | £79,645.69 |

| Invoices received after list produced and not posted to the system and / or Officer unapproved. | | | | | |
|---|------------|---------------------------------|------------|--------|-----------------|
| Invoice Date | Invoice No | A/c Name | Net Value | VAT | Invoice Total |
| 02/08/2023 | LP287 | Live Performers | £ 1,003.50 | £ - | £ 1,003.50 |
| 10/11/2023 | 7970 | Maintenance Services Electrical | £489.60 | £97.92 | £ 587.52 |
| | | | | | |
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| | | | | | |
| | | | | | |
| | | | | | £ 587.52 |
| Salaries / HMRC / Pension payments | | | | | Value presented |
| Salaries (Net) for including Mayoral Allowance | | | | | £ 20,977.86 |
| HMRC - | | | | | £ 9,146.81 |
| Pensions - | | | | | £ 8,209.75 |
| Total Salaries / HMRC / Pension | | | | | |
| Grant / Councillor Community Fund Applications, Approved at Grants Sub-Committee on xx/xx/xxxx | | | | | |
| | | | | | £ - |
| ENVIRONMENTAL Grants, | | | | | |
| | | | | | |
| | | | | | #REF! |

ACCOUNTS SUB-COMMITTEE – 13TH DECEMBER 2023

MINUTES OF THE ACCOUNTS SUB-COMMITTEE MEETING HELD ON 13TH DECEMBER 2023 AT 11AM IN THE TOWN COUNCIL'S COMMITTEE ROOM LOCATED IN THE GUILDHALL, NORTHAMPTON

PRESENT: Councillors Marriott (Chair), Birch and Purser.

OFFICERS PRESENT: Mr S Carter (Town Clerk), Mrs C Maclellan (Finance Officer) and Miss F Barford (Democratic Services Officer)

56. APOLOGIES

Apologies were submitted by Councillor Hibbert.

57. DECLARATIONS OF INTEREST

None were submitted.

58. MINUTES OF THE PREVIOUS MEETING

A Councillor raised that revenue funds from events went into the general reserves and not to the corresponding events budget line.

The Finance Officer (FO) stated that any budget overspend and any expenditure over the allotted amount needed to be agreed at the relevant Committee.

A Councillor proposed that any revenue received from events could be earmarked within reserves for events and used the following financial year. These do need to be approved prior to budget setting by P&F and Full Council before earmarked reserves can be allocated.

The Town Clerk explained that any revenue to the budget would be need to be budgeted for. In response to a question, the Town Clerk explained that many Parish Councils use revenue received from Car Parks as an example and then the revenue generated would be used to fund other projects.

In response to a question on the minutes, the FO explained the two Wave Utilities Payments one was credit and the other was a debit and therefore mitigated the sum.

RESOLVED: The Chair was authorised to sign the minutes of the previous meeting held on 13th November 2023 as a true and accurate record.

59. REVENUE BUDGET 2023/24

A Councillor suggested that budget codes with no expenditure be highlighted within the Revenue Budget.

The FO highlighted budget codes that have had an increase of 10% or more:

- Budget Code 4015 - Travel and Subsistence had increased to 67.2%
- Budget Code 4110 – Post had increased to 42.8%

The FO explained the franking machine balance had been topped-up.

- Budget Code 4214 – Civic Events had increased to 97.7%

The FO stated that Civic Events had increased due to Freedom of the Town had been provided to Courtney Lawes and Chantelle Cameron.

- Budget Code 4211 - Mayor's Transport was at 100.6%

The FO explained there was an open purchase order (PO) raised and therefore included committed expenditure (expenditure not year spent) in the 100.6% number however, the true amount would become clear at the end of the year. She added that the expectation the Mayor's Transport would fall within the allocated budget and would be monitored and actioned to fall within budget some Councillor were due to attend training courses however, no invoices had been received yet.

- Budget Code 1001 - CIL (Community Infrastructure Levy) had increased

The FO stated that CIL funds had been received from West Northamptonshire Council however, no information was provided on what development the funds related to. A Councillor explained CIL monies were to be used for any infrastructure to improve an area for example, the installation of a play area. In response to a question, the Town Clerk explained they have recently appointed an Officer and he would request further clarification from them on how the funds can be spent.

- Budget Code 1190 – Interest Received had increased 1179.2%

The FO stated that interest had been received from the Town Council's CCLA Public Sector Deposit Fund investment which continued to exceed expectations due to the increase in interest rates.

- Cost Centre 315 – Public Events

The FO explained she had incorrectly posted a Wave Utilities invoices to Public Events however, this had been journalled to the correct cost centre 230 (Allotments) under budget code, 4400 Repairs and Maintenance and this correction would be reflected in the Budgetary Report at the following Accounts Sub-Committee meeting.

In response to a question, the Town Clerk explained the recent Freedom of the Town Meeting was funded via the Civic Events budget. The FO highlighted concerns with Remembrance Sunday and Armed Forces Day falling under the Community Services Budget whereas others fall under the Civic Budget codes. A Councillor suggested that Civic Events budget should be itemized into individual budget lines similar to the Public Events. A Councillor concurred that individual Civic Event budget lines would provide more clarity and transparency. This needs to be detailed and ideally captured at budget setting.

RECOMMENDED: That budget code, Civic Events 4214 be separated into itemized budget codes for each event.

RESOLVED: That the Revenue Budget for month ending November 2023 was circulated and reviewed.

60. PAYMENT OF ACCOUNTS

The FO requested that Councillors take their time to review the Payment of Accounts and ask questions in relation to any items. The FO tabled an invoice for Kamalini Aiyampillai for the sum of £2,624 to be included within the payment of accounts.

In response to a question, the FO explained a red carpet was ordered however, it did not arrive therefore it was disputed and a credit note issued from the supplier.

The FO stated she had queried why Wave Utilities were including VAT within their invoices at Glebeland Road Allotment and these invoices have subsequently been reissued without VAT and posting to the suppliers account would need to be done to correct the VAT input / output

The FO explained we have not been billed for any electricity usage for the Christmas lighting however, the information has been provided to the Faith I'm not sure who it was supplier to? . A Councillor raised that the miniature Christmas Trees placed around the Town on street lights were provided free-of-charge with only installation costs required to be paid.

The FO explained that Salaries and Payroll costs were higher than expected due the Local Government Pay Offer being agreed and the pay backdated to April 2023, she added that this included the Cllr backpay and Councillors' pay slips had been issued for their allowances.

The FO stated that a grant payment was rejected by Barclays due to the banks wider issue with Charity Bank accounts and may pose an administrative issue to be resolved. The FO added that she had discussed with the Democratic Services Officer to improve and make the grants process more efficient. A Councillor suggested that after Grants Sub-Committee meetings an Extraordinary Accounts Sub-Committee meeting be held with members to approve Councillor Community Fund payments.

RESOLVED: That the invoice for Kamalini Aiyampillai for the sum of £2,624 to be included within the payment of accounts.

RESOLVED: That Extraordinary Account Sub-Committee would be arranged after each Grants Sub-Committee meeting to approve payment of successful Councillor Community Fund applications.

RESOLVED: That the Payment of Accounts was circulated and approved for payment.

61. BANK RECONCILIATION

The FO presented the cashbooks and bank statements to demonstrate that the bank statement and cashbook reconciled.

RESOLVED: The Bank Reconciliation was presented and signed by Councillors

62. INTERNAL CONTROLS

The FO stated the next Internal Controls will take place on 8th January 2023 with Councillor Hibbert and Soan.

63. FORWARD BUDGET

The FO stated that each Committee had reviewed the Forward Budget and have their different iterations and considerations. She added, these considerations would be populated prior to Christmas ready to Policy and Finance Budget meeting in January 2024.

64. RISK REGISTER

The Town Clerk explained a press release was issued by West Northamptonshire Council in relation to their use of accommodations that would evidently impact the Town Council once the lease ceases in 2025.

A Councillor highlighted the potential risks with the boundary commission changes and suggested that affected Councillors be kept updated.

65. FURTHER ITEMS FOR CONSIDERATION FOR INFORMATION ONLY

No discussion was held under this item.

MEETING CONCLUDED: 12:36PM

Next Meeting 15th January 2024 at 11am

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|--|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|
| <u>Policy and Finance</u> | | | | | | | |
| <u>101 Central Administration</u> | | | | | | | |
| 1536 Contribution to Service | 0 | 1,500 | 0 | (1,500) | | | 0.0% |
| Central Administration :- Income | 0 | 1,500 | 0 | (1,500) | | | |
| 4000 Salaries NI and Pension | 37,834 | 298,619 | 515,000 | 216,381 | | 216,381 | 58.0% |
| 4006 Recruitment | 0 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% |
| 4010 Payroll Costs | 72 | 682 | 1,100 | 418 | 344 | 74 | 93.3% |
| 4015 Travel and Subsistance | 119 | 471 | 700 | 230 | | 230 | 67.2% |
| 4027 Training and Staff Development | 0 | 2,013 | 10,000 | 7,987 | 90 | 7,897 | 21.0% |
| 4101 Office Supplies & Photocopying | 132 | 2,346 | 5,000 | 2,654 | 106 | 2,549 | 49.0% |
| 4110 Post | 350 | 857 | 2,000 | 1,143 | | 1,143 | 42.8% |
| 4120 Subscriptions | 0 | 8,274 | 9,000 | 726 | | 726 | 91.9% |
| 4125 Telephone and Internet | 660 | 5,310 | 6,000 | 690 | | 690 | 88.5% |
| 4128 Information Technology | 730 | 9,536 | 10,000 | 464 | 1,364 | (900) | 109.0% |
| 4130 Insurance | 0 | 16,312 | 7,770 | (8,542) | | (8,542) | 209.9% |
| 4140 Advertising and Marketing | 150 | 5,932 | 10,000 | 4,068 | 5,070 | (1,003) | 110.0% |
| 4155 Accounting Support | 295 | 2,360 | 4,000 | 1,640 | 1,180 | 460 | 88.5% |
| 4190 Equipment | 0 | 35 | 10,000 | 9,965 | | 9,965 | 0.3% |
| Central Administration :- Indirect Expenditure | 40,343 | 352,746 | 592,570 | 239,824 | 8,154 | 231,669 | 60.9% |
| Net Income over Expenditure | (40,343) | (351,246) | (592,570) | (241,324) | | | |
| <u>105 Corporate Management</u> | | | | | | | |
| 4150 Bank Charges | 3 | 116 | 1,000 | 884 | | 884 | 11.6% |
| 4156 Audit Fees | 0 | 2,520 | 4,000 | 1,480 | | 1,480 | 63.0% |
| 4159 Legal & Professional Fees | 927 | 6,345 | 30,000 | 23,655 | 1,984 | 21,672 | 27.8% |
| 4162 Health and Safety | 0 | 44 | 8,000 | 7,956 | | 7,956 | 0.5% |
| Corporate Management :- Indirect Expenditure | 930 | 9,025 | 43,000 | 33,975 | 1,984 | 31,992 | 25.6% |
| Net Expenditure | (930) | (9,025) | (43,000) | (33,975) | | | |
| <u>110 Civic and Democratic</u> | | | | | | | |
| 4130 Insurance | 0 | 2,309 | 4,460 | 2,151 | | 2,151 | 51.8% |
| 4140 Advertising and Marketing | 0 | 109 | 2,000 | 1,891 | | 1,891 | 5.5% |
| 4200 Elections | 0 | 0 | 40,000 | 40,000 | | 40,000 | 0.0% |
| 4208 Mayoral Activity | 465 | 2,547 | 12,000 | 9,453 | 151 | 9,303 | 22.5% |
| 4209 Deputy Mayor | 0 | 10 | 2,000 | 1,990 | | 1,990 | 0.5% |
| 4210 Mayoral Allowance | 500 | 4,968 | 6,000 | 1,032 | | 1,032 | 82.8% |
| 4211 Mayor's Transport | 5,188 | 17,494 | 24,770 | 7,276 | 7,420 | (144) | 100.6% |

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|--|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|
| 4212 Councillor Allowances | 0 | 26,880 | 30,000 | 3,120 | | 3,120 | 89.6% |
| 4213 Councillor Training/Conference | 0 | 128 | 5,000 | 4,872 | 42 | 4,830 | 3.4% |
| 4214 Civic Events | 3,299 | 13,574 | 16,000 | 2,426 | 2,054 | 373 | 97.7% |
| 4215 Civic Regalia | 0 | 15,073 | 4,500 | (10,573) | | (10,573) | 335.0% |
| 4216 Council Meetings & Room Hire | 151 | 792 | 5,000 | 4,208 | 914 | 3,295 | 34.1% |
| 4217 Mayor Contingency | 0 | 0 | 6,000 | 6,000 | | 6,000 | 0.0% |
| 4523 Windrush | 0 | 4,872 | 0 | (4,872) | 0 | (4,872) | 0.0% |
| 4540 Town Twinning | 0 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% |
| Civic and Democratic :- Indirect Expenditure | 9,604 | 88,755 | 159,730 | 70,975 | 10,580 | 60,395 | 62.2% |
| Net Expenditure | (9,604) | (88,755) | (159,730) | (70,975) | | | |
| 115 Other Cost and Income | | | | | | | |
| 1001 CIL | 6,349 | 15,948 | 0 | (15,948) | | | 0.0% |
| 1176 Precept Received | 0 | 1,807,837 | 1,807,837 | 0 | | | 100.0% |
| 1190 Interest Received | 12,924 | 58,958 | 5,000 | (53,958) | | | 1179.2% |
| Other Cost and Income :- Income | 19,273 | 1,882,743 | 1,812,837 | (69,906) | | | 103.9% |
| 4998 Service Reserve | 0 | 0 | 214,500 | 214,500 | | 214,500 | 0.0% |
| 4999 Contingency | 0 | 0 | 71,437 | 71,437 | | 71,437 | 0.0% |
| Other Cost and Income :- Indirect Expenditure | 0 | 0 | 285,937 | 285,937 | 0 | 285,937 | 0.0% |
| Net Income over Expenditure | 19,273 | 1,882,743 | 1,526,900 | (355,843) | | | |
| 201 The Guildhall | | | | | | | |
| 4300 Service Charge | 0 | 17,144 | 77,000 | 59,856 | 51,431 | 8,425 | 89.1% |
| 4390 Accommodation Reserve | 0 | 0 | 108,000 | 108,000 | | 108,000 | 0.0% |
| The Guildhall :- Indirect Expenditure | 0 | 17,144 | 185,000 | 167,856 | 51,431 | 116,425 | 37.1% |
| Net Expenditure | 0 | (17,144) | (185,000) | (167,856) | | | |
| Policy and Finance :- Income | 19,273 | 1,884,243 | 1,812,837 | (71,406) | | | 103.9% |
| Expenditure | 50,877 | 467,670 | 1,266,237 | 798,567 | 72,149 | 726,418 | 42.6% |
| Movement to/(from) Gen Reserve | (31,604) | 1,416,573 | | | | | |

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|---|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|
| <u>Environmental Services</u> | | | | | | | |
| <u>210 Open Spaces & Environment</u> | | | | | | | |
| 1537 Northampton in Bloom Income | 0 | 23,021 | 23,021 | 0 | | | 100.0% |
| Open Spaces & Environment :- Income | 0 | 23,021 | 23,021 | 0 | | | 100.0% |
| 4015 Travel and Subsistance | 0 | 88 | 0 | (88) | | (88) | 0.0% |
| 4140 Advertising and Marketing | 0 | 69 | 0 | (69) | | (69) | 0.0% |
| 4536 Northampton In Bloom | 108 | 57,767 | 60,000 | 2,233 | 240 | 1,993 | 96.7% |
| 4560 Environmental Projects | 0 | 4,268 | 25,000 | 20,732 | 80 | 20,652 | 17.4% |
| 4561 Environmental Grants | 0 | 10,000 | 25,000 | 15,000 | | 15,000 | 40.0% |
| Open Spaces & Environment :- Indirect Expenditure | 108 | 72,192 | 110,000 | 37,808 | 320 | 37,488 | 65.9% |
| Net Income over Expenditure | (108) | (49,171) | (86,979) | (37,808) | | | |
| <u>230 Allotments</u> | | | | | | | |
| 4400 Repairs and Maintenance | 242 | 8,594 | 30,000 | 21,406 | 350 | 21,056 | 29.8% |
| Allotments :- Indirect Expenditure | 242 | 8,594 | 30,000 | 21,406 | 350 | 21,056 | 29.8% |
| Net Expenditure | (242) | (8,594) | (30,000) | (21,406) | | | |
| Environmental Services :- Income | 0 | 23,021 | 23,021 | 0 | | | 100.0% |
| Expenditure | 350 | 80,786 | 140,000 | 59,214 | 670 | 58,544 | 58.2% |
| Movement to/(from) Gen Reserve | (350) | (57,765) | | | | | |

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|--|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|
| Community Services | | | | | | | |
| 301 Community Grants | | | | | | | |
| 4170 Community Grant Scheme | 0 | 40,968 | 100,000 | 59,032 | | 59,032 | 41.0% |
| Community Grants :- Indirect Expenditure | 0 | 40,968 | 100,000 | 59,032 | 0 | 59,032 | 41.0% |
| Net Expenditure | 0 | (40,968) | (100,000) | (59,032) | | | |
| 310 Community Services | | | | | | | |
| 4171 Councillor Community Funding | 0 | 19,166 | 75,000 | 55,834 | | 55,834 | 25.6% |
| 4221 Community Needs Analysis | 0 | 0 | 50,000 | 50,000 | 2,677 | 47,323 | 5.4% |
| 4225 Community Projects | 0 | 29 | 50,000 | 49,971 | 16 | 49,955 | 0.1% |
| Community Services :- Indirect Expenditure | 0 | 19,195 | 175,000 | 155,805 | 2,693 | 153,112 | 12.5% |
| Net Expenditure | 0 | (19,195) | (175,000) | (155,805) | | | |
| 315 Public Events | | | | | | | |
| 1155 WNC Transfer | 0 | 84,281 | 83,979 | (302) | | | 100.4% |
| 1536 Contribution to Service | 0 | 2,000 | 5,000 | 3,000 | | | 40.0% |
| Public Events :- Income | 0 | 86,281 | 88,979 | 2,699 | | | 97.0% |
| 4015 Travel and Subsistance | 43 | 222 | 300 | 78 | | 78 | 74.1% |
| 4140 Advertising and Marketing | 1,091 | 9,375 | 10,000 | 625 | 472 | 153 | 98.5% |
| 4400 Repairs and Maintenance | 282 | 282 | 0 | (282) | | (282) | 0.0% |
| 4500 Diwali | 4,280 | 8,320 | 10,000 | 1,680 | 1,404 | 276 | 97.2% |
| 4501 Christmas Event | 68,893 | 83,563 | 200,000 | 116,437 | 96,603 | 19,834 | 90.1% |
| 4502 Fireworks | 23,213 | 58,466 | 55,000 | (3,466) | 1,300 | (4,766) | 108.7% |
| 4503 Bands in the Park | 0 | 10,428 | 10,000 | (428) | 350 | (778) | 107.8% |
| 4508 Ukraine Art Exhibition | 0 | 281 | 5,000 | 4,719 | | 4,719 | 5.6% |
| 4509 Virtual Heritage Tour | 0 | 5,400 | 7,000 | 1,600 | | 1,600 | 77.1% |
| 4510 General Events | 1,465 | 2,207 | 49,800 | 47,593 | | 47,593 | 4.4% |
| 4511 EID | 0 | 10,840 | 10,000 | (840) | | (840) | 108.4% |
| 4512 NMF22 / NMF23 | 0 | 15,275 | 10,000 | (5,275) | | (5,275) | 152.8% |
| 4513 Northampton Carnival | 0 | 19,421 | 20,000 | 579 | | 579 | 97.1% |
| 4514 Party in the Park/Balloon Fest | 0 | 5,000 | 5,000 | 0 | | 0 | 100.0% |
| 4515 Pride | 0 | 3,698 | 4,000 | 302 | | 302 | 92.5% |
| 4516 QueensJubilee/Kings Coronation | 0 | 14,758 | 15,000 | 242 | | 242 | 98.4% |
| 4517 Remembrance Day | 646 | 646 | 10,000 | 9,355 | 5,827 | 3,528 | 64.7% |
| 4518 Town Festival | 0 | 5,000 | 5,000 | 0 | | 0 | 100.0% |
| 4519 Armed Forces Day | 0 | 6,691 | 5,000 | (1,691) | | (1,691) | 133.8% |
| 4520 Beer Festival | 0 | 5,000 | 5,000 | 0 | | 0 | 100.0% |

Detailed Income & Expenditure by Budget Heading 08/12/2023

Month No: 8

Committee Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|---------------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|
| 4521 Van Hire (Events) | 0 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% |
| 4522 St Georges Day | 0 | 5,035 | 0 | (5,035) | | (5,035) | 0.0% |
| 4524 Heritage Open /Projects | 0 | 8,070 | 0 | (8,070) | | (8,070) | 0.0% |
| Public Events :- Indirect Expenditure | <u>99,913</u> | <u>277,981</u> | <u>438,100</u> | <u>160,119</u> | <u>105,956</u> | <u>54,163</u> | <u>87.6%</u> |
| Net Income over Expenditure | <u>(99,913)</u> | <u>(191,700)</u> | <u>(349,121)</u> | <u>(157,421)</u> | | | |
| Community Services :- Income | 0 | 86,281 | 88,979 | 2,699 | | | 97.0% |
| Expenditure | 99,913 | 338,144 | 713,100 | 374,956 | 108,650 | 266,307 | 62.7% |
| Movement to/(from) Gen Reserve | <u>(99,913)</u> | <u>(251,863)</u> | | | | | |

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|----------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|
| Planning | | | | | | | |
| 400 Planning | | | | | | | |
| 4140 Advertising and Marketing | 0 | 125 | 0 | (125) | | (125) | 0.0% |
| 4600 Neighbourhood Planning | 3,370 | 3,370 | 10,000 | 6,630 | | 6,630 | 33.7% |
| 4601 Planning Support | 0 | 0 | 10,000 | 10,000 | 700 | 9,300 | 7.0% |
| Planning :- Indirect Expenditure | <u>3,370</u> | <u>3,495</u> | <u>20,000</u> | <u>16,505</u> | <u>700</u> | <u>15,805</u> | <u>21.0%</u> |
| Net Expenditure | <u>(3,370)</u> | <u>(3,495)</u> | <u>(20,000)</u> | <u>(16,505)</u> | | | |
| Planning :- Income | 0 | 0 | 0 | 0 | | | 0.0% |
| Expenditure | 3,370 | 3,495 | 20,000 | 16,505 | 700 | 15,805 | 21.0% |
| Movement to/(from) Gen Reserve | <u>(3,370)</u> | <u>(3,495)</u> | | | | | |
| Grand Totals:- Income | 19,273 | 1,993,544 | 1,924,837 | (68,707) | | | 103.6% |
| Expenditure | 154,510 | 890,094 | 2,139,337 | 1,249,243 | 182,169 | 1,067,074 | 50.1% |
| Net Income over Expenditure | <u>(135,237)</u> | <u>1,103,450</u> | <u>(214,500)</u> | <u>(1,317,950)</u> | | | |
| Movement to/(from) Gen Reserve | <u>(135,237)</u> | <u>1,103,450</u> | | | | | |

| Ir | | | | | |
|--------------|---------------|----------------------------|-----------|-----|---------------|
| Invoice Date | Invoice No | A/c Name | Net Value | VAT | Invoice Total |
| 26/10/2023 | Ending 3373 | Lloyds Bank Card Statement | | £ - | £ 139.60 |
| 27/11/2023 | Ending 3373 | Lloyds Bank Card Statement | | | £ 557.04 |
| 07/11/2023 | 48319/0660432 | Horizon | | | £ 792.57 |
| 08/11/2023 | VOI0034836 | ZenOffice | £ 147.54 | £ - | £ 147.54 |
| | | | | | |
| | | | | £ - | £ 1,636.75 |

| Invoice Date | Invoice No | A/c Name | Net Value | VAT | Invoice Total |
|--------------|---------------------|--|------------|-----------|---------------|
| 28/11/2023 | 23/1134 | 5 Star Loos | £950.00 | £190.00 | £1,140.00 |
| 05/12/2023 | 1027 | Abington Wind Band | £150.00 | £0.00 | £150.00 |
| 28/11/2023 | IN315046 | Adams Cundell Engineers Ltd (T/A Ace Plant | £2,240.00 | £448.00 | £2,688.00 |
| 27/09/2023 | INV-0186 | Boombastic Events Ltd | £775.00 | £0.00 | £775.00 |
| 08/11/2023 | INV-0198 | Boombastic Events Ltd | £225.00 | £0.00 | £225.00 |
| 07/11/2023 | 46155 | Chelsea Hire complete Event Hire Solution | £2,374.81 | £474.96 | £2,849.77 |
| 14/11/2023 | 46209 | Chelsea Hire complete Event Hire Solution | £470.00 | £94.00 | £564.00 |
| 20/11/2023 | CR46209 | Chelsea Hire complete Event Hire Solution | -£75.00 | -£15.00 | -£90.00 |
| 30/11/2023 | EF10017 | Elveden Farms Ltd | £16,470.00 | £3,294.00 | £19,764.00 |
| 30/11/2023 | EF10122 | Elveden Farms Ltd | £900.00 | £180.00 | £1,080.00 |
| 24/11/2023 | INV-6920 | GM Lawrence Electrical Ltd | £25,000.00 | £5,000.00 | £30,000.00 |
| 06/11/2023 | 001/11/2023 | Hinton Groundworks Ltd | £2,646.80 | £529.36 | £3,176.16 |
| 11/10/2023 | IM 12201B | Ice Magic International LTD | £6,450.00 | £1,290.00 | £7,740.00 |
| 23/11/2023 | 20231123 | Indian Hindu Welfare Organisation (IHWO) | £455.41 | £0.00 | £455.41 |
| 16/11/2023 | 25_1123_NORTHAMPTON | Joogleberry Limited | £3,640.00 | £728.00 | £4,368.00 |
| 06/12/2023 | 16_1223_NORTHAMPTON | Joogleberry Limited | £2,540.00 | £508.00 | £3,048.00 |
| 11/12/2023 | 3978 | J & S Potter Ltd | £190.00 | £38.00 | £228.00 |
| 22/11/2023 | LP313 | Live Performers | £760.00 | £0.00 | £760.00 |
| 30/11/2023 | EXPENSES NOV 23 | Louise Hannam-Jones | £48.82 | £0.00 | £48.82 |
| 26/10/2023 | 782159 | National World Publishing Ltd | £675.00 | £135.00 | £810.00 |
| 27/11/2023 | 2/23 | Nene Valley Community Band | £450.00 | £0.00 | £450.00 |
| 13/11/2023 | RDP/1 - 2023 | NS-UK Group (Northern) Ltd | £250.50 | £50.10 | £300.60 |
| 26/11/2023 | NCL/1 - 2023 | NS-UK Group (Northern) Ltd | £2,365.50 | £473.10 | £2,838.60 |
| 26/11/2023 | NCL/2 - 2023 | NS-UK Group (Northern) Ltd | £84.00 | £16.80 | £100.80 |
| 17/11/2023 | SM-013547 (V1) | Ostler East Midlands Limited | £830.00 | £0.00 | £830.00 |
| 08/11/2023 | SI-281 | South Northants Responders | £1,550.00 | £0.00 | £1,550.00 |
| 04/12/2023 | SI-287 | South Northants Responders | £650.00 | £0.00 | £650.00 |
| 01/11/2023 | 1441 | Stage Right Productions | £1,085.60 | £217.12 | £1,302.72 |
| 21/11/2023 | 1442 | Stage Right Productions | £733.00 | £146.60 | £879.60 |

| | | | | | |
|------------|----------------------|--|------------|-----------|------------|
| 21/11/2023 | 1443 | Stage Right Productions | £1,464.56 | £292.91 | £1,757.47 |
| 01/12/2023 | 1446 | Stage Right Productions | £2,167.00 | £433.40 | £2,600.40 |
| 11/12/2023 | 1448 | Stage Right Productions | £10,944.00 | £2,188.80 | £13,132.80 |
| 27/11/2023 | 843 | The Stretch Tent Company Ltd | £2,175.00 | £435.00 | £2,610.00 |
| 27/11/2023 | 231105 – FIREWORKS | Stu Vincent Photography | £250.00 | £0.00 | £250.00 |
| 28/11/2023 | 231112 – REMEMBRANCE | Stu Vincent Photography | £250.00 | £0.00 | £250.00 |
| 28/11/2023 | 231125 – XMAS LIGHTS | Stu Vincent Photography | £350.00 | £0.00 | £350.00 |
| 22/11/2023 | MTR-07762 | Tangerine Red Ltd | £98.00 | £0.00 | £98.00 |
| 23/11/2023 | MTR-07770 | Tangerine Red Ltd | £1,761.00 | £332.40 | £2,093.40 |
| 29/11/2023 | INV0035808 | Veolia ES (UK) Ltd | £808.64 | £161.73 | £970.37 |
| 29/11/2023 | INV0035809 | Veolia ES (UK) Ltd | £700.56 | £140.11 | £840.67 |
| 02/10/2023 | 3035 | The Wild Tribe | £850.00 | £0.00 | £850.00 |
| 07/12/2023 | EXPENSES NOV23 | Josephine Haines (Expense Claims) | £95.32 | £0.00 | £95.32 |
| 08/12/2023 | EXPENSES NOV23 | Julie Thorneycroft (Expense Claims) | £55.69 | £0.00 | £55.69 |
| 20/07/2023 | 12325653A984758 | Anglian Water t/a Wave Utilities | -£618.40 | £0.00 | -£618.40 |
| 26/07/2023 | 12341409A984758 | Anglian Water t/a Wave Utilities | £16.79 | £0.00 | £16.79 |
| 11/08/2023 | ON ACC 0 | Anglian Water t/a Wave Utilities | £0.00 | £0.00 | -£0.03 |
| 02/09/2023 | 12492718A984758 | Anglian Water t/a Wave Utilities | £118.11 | £0.00 | £118.11 |
| 02/10/2023 | 12617486A984758 | Anglian Water t/a Wave Utilities | £203.40 | £0.00 | £203.40 |
| 26/10/2023 | 12718133A9014401 | Anglian Water t/a Wave Utilities | £29.98 | £6.00 | £35.98 |
| 02/11/2023 | 12743858A984758 | Anglian Water t/a Wave Utilities | £191.12 | £0.00 | £191.12 |
| 25/11/2023 | 12835682A9014416 | Anglian Water t/a Wave Utilities | £282.21 | £0.00 | £282.21 |
| 28/11/2023 | 169 | All Saints Church | £1,000.00 | £0.00 | £1,000.00 |
| 09/11/2023 | 4700 | Brandprint UK Ltd | £465.00 | £93.00 | £558.00 |
| 30/11/2023 | EXPENSES NOV23 | Catherine Maclellan (Expenses) | £87.98 | £0.00 | £87.98 |
| 04/12/2023 | ICO:00015069668 | Data Protection Fees | £35.00 | £0.00 | £35.00 |
| 13/10/2023 | SINV054410 | WORKNEST | £177.40 | £35.48 | £212.88 |
| 17/11/2023 | INV-0077 | J.Golby and Son | £288.00 | £57.60 | £345.60 |
| 07/12/2023 | 48319/0674945 | Horizon Telecom Ltd t/a SCG South West | £671.43 | £134.29 | £805.72 |
| 16/11/2023 | INV:1001656 | LUNAR PUBLISHING LTD | £150.00 | £30.00 | £180.00 |

Accounts Sub-Committee Paylist for Presentation and approval 13th Dec 2023

| | | | | | |
|------------|----------------|-------------------------------------|-------------|------------|--------------------|
| 28/11/2023 | 18589 | Microshade Business Consultants Ltd | £295.00 | £59.00 | £354.00 |
| 06/12/2023 | 18659 | Microshade Business Consultants Ltd | £787.10 | £157.42 | £944.52 |
| 08/12/2023 | INV-3417 | Northants CALC Ltd | £42.00 | £8.40 | £50.40 |
| 08/11/2023 | BK406209 | Pitney Bowes Limited | £350.00 | £0.00 | £350.00 |
| 28/11/2023 | 292058 | Shaw & Sons Limited | £484.95 | £96.99 | £581.94 |
| 05/12/2023 | EXPENSES NOV23 | Stuart Carter (Expense Claims) | £53.85 | £0.00 | £53.85 |
| 11/11/2023 | MTR-07729 | Tangerine Red Ltd | £638.00 | £0.00 | £638.00 |
| 11/11/2023 | MTR-07730 | Tangerine Red Ltd | £638.00 | £0.00 | £638.00 |
| 10/11/2023 | INV0033506 | Veolia ES (UK) Ltd | £79.68 | £15.94 | £95.62 |
| 05/12/2023 | INV0036623 | Veolia ES (UK) Ltd | £133.62 | £26.72 | £160.34 |
| | | Total Unpaid | £103,454.43 | £18,503.23 | £121,957.63 |

| | | | | | Invoice |
|---|----------------|-----------------|-----------|-----|-------------------|
| Invoice Date | Invoice No | A/c Name | Net Value | VAT | Invoice Total |
| 07/12/2023 | MTR-07811 | Tangerine Red | | | £ 150.00 |
| 11/12/2023 | MTR-07823 | Tangerine Red | | | £ 120.00 |
| 07/12/2023 | MTR-07806 | Tangerine Red | | | £ 120.00 |
| 11/12/2023 | Expenses Dec23 | Cllr J Alwahabi | | | £ 34.20 |
| 12/12/2023 | 23/1208 | 5 Star Loos | | | £ 1,560.00 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | £ 1,984.20 |
| Salaries / HMRC / Pension payments | | | | | |
| Salaries (Net) for including Mayoral Allowance | | | | | |
| HMRC - | | | | | |
| Pensions - | | | | | |
| Total Salaries / HMRC / Pension | | | | | |

| | | | | | Grant / Councillor C |
|---------------|----------|--|----------------------------|-------------------|----------------------|
| Approval date | Grant No | Organisation Name | Cllr | Ward | Value |
| 11/11/2023 | CCF204 | NORTHAMPTON ASSOCIATION OF YOUTH CLUBS | Cllr Connolly | Briar Hill Ward | £ 750.00 |
| 11/11/2023 | CCF205 | 65TH NORTHAMPTON BROWNIES, GIRL GUIDES | Cllr Kilbride | a. Park Ward | £ 200.00 |
| 11/11/2023 | CCF206 | SHINE CIC | Cllr Holland-Delamere | Rectory Farm Ward | £ 800.00 |
| 11/11/2023 | CCF207 | COMMUNITY SPACES ST CRISPINS | Cllr Fuchshuber & Meredith | a. Talavera Ward | £ 350.00 |
| 11/11/2023 | CCF208 | COMMUNITY SPACES | Cllr Marriott | a. Semilong Ward | £ 500.00 |
| 11/11/2023 | CCF209 | CEDAR ROAD PRIMARY SCHOOL | Cllr Stevens | Phippsville Ward | £ 1,400.00 |
| 11/11/2023 | CCF210 | BRIAR HILL COMMUNITY CENTRE | Cllr Connolly | Briar Hill Ward | £ 750.00 |
| 11/11/2023 | CCF211 | SPORTS 4 FITNESS CIC | Cllr Hallam & Lane | Parklands Ward | £ 900.00 |

| | | | | | |
|-----------------------|--------------------------------------|---|---|------------------|-----------------------|
| 11/11/2023 | CCF212 | THE METHODIST HOMESTEAD | Cllr Birch | a. Trinity Ward | £ 200.00 |
| 11/11/2023 | CCF213 | FRIENDS OF BETHANY HOMESTEAD | Cllr Birch | Trinity Ward | £ 300.00 |
| 11/11/2023 | CCF215 | PARKLANDS COMMUNITY ASSOCIATION | Cllr Hallam | a. Parklands V | £ 800.00 |
| 11/11/2023 | CCF216 | ALLISTON GARDENS YOUTH & COMMUNITY C | Cllr Marriott | Semilong Ward | £525 or £600? |
| 11/11/2023 | CCF214 | BRIDGEWATER RESIDENT'S ASSOCIATION | Cllr Hibbert | Riverside Ward | £ 1,500.00 |
| 11/11/2023 | CCF217 | HOLY TRINITY CHURCH | Cllr Birch | a. Trinity Ward | £ 300.00 |
| 11/11/2023 | CCF218 | NORTHAMPTON ABINGTON COMMUNITY AS | Cllrs Purser, Miah, Stev | a. Abington a | £ 2,000.00 |
| 11/11/2023 | CCF219 | NORTHAMPTON OVERSTONE 46 TH SCOUTS | Cllr Holland-Delamere | Rectory Farm | £ 500.00 |
| 11/11/2023 | CCF219 corrected to CCF22 | NORTHAMPTON INTERNATIONAL ACADEMY | Cllr Alwahabi, Ashraf, Haque and Tarasiewicz | | £ 2,000.00 |
| 11/11/2023 | CCF221 | KINGSLEY PRIMARY SCHOOL | Cllr Russell | – Kingsley Ward | £ 750.00 |
| 11/11/2023 | CCF222 | CYNTHIA SPENCER HOSPICE | Cllrs Hallam & Lane | Parklands & Bo | £ 400.00 |
| 11/11/2023 | CCF223 | NORTHAMPTON HOPE CENTRE | Cllrs Alwahabi, Haque, I | I. Castle, St Ja | £ 1,190.00 |
| 11/11/2023 | CGF78 | NORTHAMPTON YOUNGERS | | | £ 3,260.00 |
| 11/11/2023 | CGF79 | LIFE MUSIC NORTHANTS | | | £ 2,500.00 |
| 11/11/2023 | CGF80 | WESTON FAVELL CENTRE FOODBANK | | | £ 5,000.00 |
| 11/11/2023 | CGF85 | COMMUNITY LAW SERVICE | | | £ 4,800.00 |
| | | | | | £ 29,750.00 |

ENVIRONMENTAL Grants, p

| Approve fund transfer of £ (280,000) from CCLA to UNITY Accounts Sub Committee presentation and approval 13th Dec 2023 | | | |
|---|--|--------------|---------------------|
| Date | Description | | Balance |
| 30th Nov 2023 | Unity Bank Balance as at 30/11/23 | | £ 85,770.45 |
| | Bank Transactions between closing balance and 13/12/23 | | £ 8,910.25 |
| | Balance in bank as at 13/12/23 | | £ 94,680.70 |
| | Bank Transactions - pending Cllr approval | None | £ - |
| | Scheduled payments not yet deducted | None | £ - |
| | Bank Total Calculation 13/12/23 | | £ 94,680.70 |
| | Paylist invoices | | |
| | Salaries | | £ 35,177.80 |
| | HMRC | | £ 18,146.16 |
| | Pensions | | £ 14,519.04 |
| | Unpaid Grants | | £ 29,750.00 |
| | Paylist unapproved invoices | | £ 1,984.20 |
| | Paylist invoices | | £ 121,957.63 |
| | Sales refund | | £ - |
| | Total payments on list | | £221,534.83 |
| | Total Payments due to go out in Nov | | £ 221,534.83 |
| | Difference between Bank balance & All Payments due to go out | | -£ 126,854.13 |
| | Funds to remain in Unity bank | £ 150,000.00 | |

£221,534.83

| | | | |
|--|--|--|----------------------|
| | Balance available / Required for transfer | | -£ 276,854.13 |
|--|--|--|----------------------|

Funds movement proposed: £280,000 from CCLA to Unity

Northampton Town Council

Policy and Finance Committee

Draft 2024/25 Budget for recommendation to Council – report of Town Clerk

Purpose of report: To finalise the budget for consideration by full council

Recommended: That subject to any amendments, the committee recommend the budget to the full council meeting to be held on 22 January 2024

1. Introduction

Attached to this report is a draft Town Council budget for 24/25 financial year. This budget informs the precept figure and request that is sent to WNC.

Members are encouraged to consult the budget as the detail and narrative they may be looking for is included in it. Setting a budget is an annual statutory requirement. It is a means of financial control although there are inevitably variances that arise during the year due to changing circumstances. Preparation of the budget is one of the most important annual tasks a Council must undertake. It is not lawful to set a precept unless a budget has been prepared and approved. This is because the precept is not a figure arbitrarily set by the council but is the balancing figure after taking into account estimated expenditure and income.

When looking at the budget the proposed amounts are in the FY25 column. The current FY24 illustrates what is in the budget for the current financial year.

The priority has been to ensure that there would be no increase in the band D level that the residents of Northampton pay.

The budget setting process asked each committee to look at their own portion of the budget and make a recommendation accordingly. The requested budget for each committee is incorporated into the budget report.

The attached budget is as proposed at this point. Within the budget there is a column that details a narrative for the majority of headings to explain the proposal, officers are able to elaborate further if required. Those coloured purple are where there is a difference from last year. The narrative is included in the budget rather than in the report below.

2. Reserves

There are a number of items that need to be earmarked again this coming year that will require approval.

| | To earmark in current year Total reserve if agreed | |
|-----------------------|---|-----------------|
| Accommodation Reserve | £108,000 | £344,369 |
| Elections Reserve | £40,000 | £80,000 |
| <u>Covid Project</u> | <u>£50,000</u> | <u>£150,000</u> |

A full summary of earmarked reserves is included in the budget attached.

It is also requested that any unspent monies in the following headings are earmarked to assist with future plans:

101 – 4128 & 101 – 4190 Information Technology and Equipment – The council is looking at future IT requirements both software and hardware

230 – 4400 Allotment repairs and maintenance. To assist with future requirements on allotments (i.e. fencing, pipe work etc)

Each earmarked reserve is earmarked for a purpose.

The accommodation reserve was originally set up with the view to allowing the council to run the Guildhall if it were to be transferred over. With the long-term accommodation still unresolved these reserves will provide security going forward.

Members will note that the event reserve is now being used and will depreciate to make up for the loss in income from WNC as part of the events transfer agreement.

The elections reserve is set up to enable the council save for elections scheduled for 2025. The cost of elections in 2021 was approximately £120,000. This reserve will deplete to zero on election year and would be affected if there was a by election.

Members will note the planned reassignment of the Community Needs Reserve. It is planned to allocate £50,000 for the next three years for funding and projects out of the town centre.

3. Precept for this budget

Using this information, the budget attached has been drafted. This budget increases the precept by £3,163 to £1,811,000 (but does not increase the Band D average due to the increased tax base, see paragraph 4). The budget itself is £2,064,077

| | |
|---|-----------------|
| Budget | £2,064,077 |
| (-) Contribution to service (Sponsorship etc) | £12,000 |
| (-) Interest | £50,000 |
| <u>(-) From General Service Reserve</u> | <u>£191,077</u> |
| Precept | £1,811,000 |

4. Tax Base

The Council Tax Base is calculated annually by West Northants Council in their capacity as the precepting authority. They do this and collect council tax on behalf of town and parish councils and the police and fire services, it is their statutory responsibility.

They set the tax base by estimating the amount of average “Band D” equivalent of the properties included in the Valuation Officer’s banding list. There are adjustments adjusted for voids, appeals, new properties etc., and the provision for non-collection.

The Band D equivalent is arrived at by taking the laid down proportion of each Band as compared to Band D and aggregating the total.

The Council Tax Base for the current financial year (2023/24) is 37,061.03. The Tax Base as advised by WNC for 2024/25 has very slightly increased to 37,124.7. On a basic level there are a few more people/homes paying more council tax in Northampton.

Over the first four years of the council the committee committed to ensuring there was no increase in the band D level . This budget delivers that despite challenges with regards to cost of living and inflationary increases over the past 12 months. The increased tax base gives the Council an additional £3,107. Therefore, the precept is increased by £3,107 but it does not increase the amount the average Band D would pay. The Band D equivalent would remain at £48.78 with this budget. This £3,107 offsets against what the council will be required to take from reserves.

Whilst Band D is often quoted as being the average Council Tax Band, this is certainly not the case in respect of this Council 's area where Band D properties represent only 9.2% of the total. In Northampton 39% of properties are in Band A paying a maximum of £32.52 p.a., 23% are in Band B paying a maximum of £37.94 and 21% are in Band C paying £43.16 p.a.

This Council 's precept of £48.78 at Band D compares with the national average for all town and parish councils of £79.35 and an average for all towns and parishes in West Northants of £85.61. The Council Tax for parishes within the area of the former Borough Council (plus *Moulton) in the current 23/24 financial year is:

| | £ |
|-----------------|--------|
| Billing | 64.97 |
| Boughton | 53.81 |
| Collingtree | 59.03 |
| Duston | 104.95 |
| East Hunsbury | 65.23 |
| Far Cotton | 48.21 |
| Great Houghton | 96.59 |
| Hardingstone | 69.59 |
| Hunsbury Meadow | 25.55 |
| Kingsthorpe | 41.83 |
| *Moulton | 203.62 |
| West Hunsbury | 15.32 |

The Council Tax for other Town Councils in West Northants is:

| | |
|-----------|--------|
| Brackley | 169.70 |
| Daventry | 174.07 |
| Towcester | 118.42 |

5. Council Tax Capping

At the moment there is no restriction on the level of increase that the Town Council can levy and the government have intimated that this is not likely to change in the forthcoming financial year . Principle authorities are required to hold a referendum and obtain a 'yes ' majority if they intend to increase their precept by 5% or more . With regards to town and parish councils, members need to be aware that this is a situation that may not continue in the future. The Government has also said in the past that it is "prepared to consider" extending referendum principles to all Councils in England.

6. Devolution of Services

History shows that where unitary authorities are established after a few years, many non-statutory services and assets begin to be passed down to town and parish councils. It is understood that NCALC have recently engaged with WNC once more about their intentions with regards to devolution, though as of yet their intentions on devolution remain unclear.

7. Legal implications

Only the Council as a whole can legally set the budget and precept. The council has however given the task of drafting the budget to this committee. The recommendation from this committee will go to the Council meeting on 22nd January. WNC require the precept figure by the end of January 2024.

**FY24 Budget
Forward 5 year Budget Simulation**

| | A | B | C | D | E | F | G | H | I | J |
|----|-----------------------------|----------------|----------------------------------|--|--|---------------------|---|--|------------------|---|
| 1 | Committee | | | | Comments FY24 | | | Comments FY25 Next | FY25 | |
| 2 | Policy & Finance | | | | Current Year Budget | Current FY24 | | Year Budget | Next Year | |
| 3 | Cost Centre | Ac Code | Central Administration | | Policy & Finance | | | Policy & Finance | | |
| 4 | 101 | 4000 | Salaries NI and Pension | | Includes Apprentice, new Community Engagement officer, and 5% cost of living increase. | £ 515,000 | | Salary uplift 5% Staff additions (RFO and potentially junior Finance Officer). potentially consider 1 or 2 additional staff in relation to events. C £116k not included. | £ 597,000 | |
| 5 | 101 | 4006 | Recruitment | | leave as £2k for all 5 years | £ 2,000 | | | £ 2,000 | |
| 6 | 101 | 4010 | Payroll Costs | | Apply 3% uplift year on year PLUS 2% | £ 1,100 | | | £ 1,600 | |
| 7 | 101 | 4015 | Travel and Subsistence | | Apply 3% uplift year on year | £ 700 | | | £ 721 | |
| 8 | 101 | 4027 | Training and Staff | | Increase to £15k in FY25 then Apply 3% uplift year on year - changed back to £10k | £ 10,000 | | | £ 10,000 | |
| 9 | 101 | 4101 | Office Supplies & Photocopying | | Increase by 10% in FY27 on the basis that the current copier machine lease will expire and will need renewed and Apply 3%yoy | £ 5,000 | | | £ 5,000 | |
| 10 | 101 | 4110 | Post | | Apply 3% uplift year on year | £ 2,000 | | | £ 2,060 | |
| 11 | 101 | 4120 | Subscriptions | | Change description to include Licence and decrease legal and professional by £5,000 and add to Subscriptions. Then Apply a 3% increase year on year. | £ 9,000 | | £5k came from 4159 legal | £ 14,000 | |
| 12 | 101 | 4125 | Telephone and Internet | | Increase by 10% yoy | £ 6,000 | | | £ 6,600 | |
| 13 | 101 | 4128 | Information Technology | | Increase by £2,000 for additional staff FY25. Also consider IT support add c £6000 then 3% uplift YOY | £ 10,000 | | | £ 18,000 | |
| 14 | 101 | 4130 | Insurance | | Insurance increased to £14k Post BS for FY24 so Apply 5% uplift YOY from FY25 | £ 7,770 | | | £ 14,700 | |
| 15 | 101 | 4140 | Advertising and Marketing | | Apply 3% uplift year on year and move £1000 to 4140 315 | £ 10,000 | | | £ 9,300 | |
| 16 | 101 | 4155 | Accounting Support | | Apply 3% uplift year on year | £ 4,000 | | | £ 4,120 | |
| 17 | 101 | 4190 | Equipment | | Consider Laptops/ iPads for FY24 for Cllrs £800 x25 2 x staff (1 spare) £1.6k FY24 FY25 2 x staff plus 10% uplift on FY24 final estimate yoy. Mobile phone 10x £500pp Apply in FY26 Replace existing laptops in FY26 8x£800 then Apply 10%uplift YOY | £ 10,000 | | 10 (7 non dual Cllrs and 3 new laptops) use £10,000 in FY24 unspent and Ear Mark in FY25 for software | £ 12,000 | |
| 18 | | | | Central Administration Total Overhead Expenditure | | £ 592,570 | | Central Administration Total Overhead Expenditure | £ 697,101 | |
| 19 | | | | Central Administration Net Income over Expenditure | | (592,570) | | Central Administration Net Income over Expenditure | -£ 697,101 | |
| 20 | 105 | 105 | Corporate Management | | | | | | | |
| 21 | 105 | 4150 | Bank Charges | | Apply 3% uplift year on year | £ 1,000 | | | £ 1,030 | |
| 22 | 105 | 4156 | Audit Fees | | Apply 3% uplift year on year | £ 4,000 | | | £ 4,120 | |
| 23 | 105 | 4159 | Legal & Professional Fees | | reduce by £5k and move to Subscriptions. | £ 30,000 | | | £ 25,000 | |
| 24 | 105 | 4162 | Health and Safety | | Check if Ellis Whittham comes out of this?? Leave as is? Posted to 4159. LM suggested reducing to £5000 | £ 8,000 | | No EW comes out of 4159 Legal 105 | £ 5,000 | |
| 25 | | | | Corporate Management Total Overhead Expenditure | | £ 43,000 | | Corporate Management Total Overhead Expenditure | £ 35,150 | |
| 26 | | | | Corporate Management Net Income over Expenditure | | (43,000) | | Corporate Management Net Income over Expenditure | -£ 35,150 | |
| 27 | 110 | 110 | Civic and Democratic | | | | | | | |
| 28 | 110 | 4130 | Insurance | | Car & Fine arts uplift 10% YOY | £ 4,460 | | | £ 4,906 | |
| 29 | 110 | 4140 | Advertising and Marketing | | Apply 3% uplift year on year and move £1000 to 4140 315. removed % increase | £ 2,000 | | | £ 1,030 | |
| 30 | 110 | 4200 | Elections | | Apply £40,000 every year | £ 40,000 | | | £ 40,000 | |
| 31 | 110 | 4208 | Mayoral Activity | | For Civic Chair discussion | £ 12,000 | | Reduced because only £2.5k spent to Dec23 | £ 8,000 | |
| 32 | 110 | 4209 | Deputy Mayor | | For Civic Chair discussion | £ 2,000 | | | £ 2,000 | |
| 33 | 110 | 4210 | Mayoral Allowance | | For Civic Chair discussion | £ 6,000 | | Increase FY25 by 5% | £ 6,600 | |
| 34 | 110 | 4211 | Mayor's Transport | | Apply 5% uplift YOY | £ 24,770 | | | £ 26,009 | |
| 35 | 110 | 4212 | Councillor Allowances | | Cllr allowance uplift agreed inline with officers award, FY24 +6% then 5% yoy thereafter | £ 30,000 | | Cllr All increased to £1335.60 (1200*6%+5%) payable in FY24 then for FY25 add x5% | £ 35,060 | |
| 36 | 110 | 4213 | Councillor Training / Conference | | Apply 3% uplift year on year | £ 5,000 | | | £ 5,150 | |
| 37 | 110 | 4214 | Civic Events | | Rem £10k& AMD £5k moved back to Public Events. Civic now consists of Mayor Making £9k/Freedom £2k/Mayor Civic Svs £1200/Tree Planting £1300/ Laforey £600 | £ 16,000 | | | £ 14,100 | |
| 38 | 110 | New | Civic Oak Apple Day | | create new code and move from Civic Events | | | | £ 1,600 | |
| 39 | 110 | New 4519 | Civic Armed Forces Day | | create code 4519 and move from Civic Events | | | | £ 250 | |
| 40 | 110 | New 4517 | Civic Remembrance | | create code 4517 and move from Civic Events | | | | £ 2,000 | |
| 41 | 110 | 4215 | Civic Regalia | | For Civic Chair discussion | £ 4,500 | | | £ 4,500 | |
| 42 | 110 | 4216 | Council Meetings & Room Hire | | Apply 3% uplift year on year but red | £ 5,000 | | | £ 2,000 | |
| 43 | 110 | 4217 | Mayor Contingency | | Vire to Payroll to cover Caroline - move any unspent to payroll? | £ 6,000 | | | £ 6,000 | |
| 44 | 110 | 4540 | Town Twinning | | Reduced to £1000 due to FY24 unspent | £ 2,000 | | | £ 1,000 | |
| 45 | | | | Civic and Democratic Total Overhead Expenditure | | £ 159,730 | | Civic and Democratic Total Overhead Expenditure | £ 160,204 | |
| 46 | | | | Civic and Democratic Net Income over Expenditure | | (159,730) | | Civic and Democratic Net Income over Expenditure | -£ 160,204 | |

**FY24 Budget
Forward 5 year Budget Simulation**

| | A | B | C | D | E | F | G | H | I | J |
|----|---|------------|--------------------------------------|---|--|---------------------|---|---|---------------------------|---|
| 1 | Committee | | | | Comments FY24 Current Year Budget | Current FY24 | | Comments FY25 Next Year Budget | FY25 Next Year | |
| 47 | 115 | 115 | Other Cost and Income | | | | | | | |
| 48 | 115 | 1176 | Precept Received | | leave as FY24 for 2 years - further discussion needed for years thereafter | £ 1,807,837 | | | £ 1,811,000 | |
| 49 | 115 | 1190 | Interest Received | | increase to £50k from FY25 | £ 5,000 | | Apply 5% whilst bank holds c1m | £ 50,000 | |
| 50 | | | | Total Income | | £ 1,812,837 | | | £ 1,861,000 | |
| 51 | 115 | 4998 | Service Reserve | | FY25 discuss with P&F Chair about reallocating this to events specifically. | £ 214,500 | | FY25 removed add £214,500 to Events? | £ - | |
| 52 | 115 | 4999 | Contingency | | do not Apply for FY25 | £ 71,437 | | Not applied to FY25 | £ - | |
| 53 | | | | Other Cost & Income Total Overhead Expenditure | | £ 285,937 | | Other Cost & Income Total Overhead Expenditure | £ - | |
| 54 | | | | Net Income over Expenditure | | £ 1,526,900 | | Other Cost & Income Net Income over Expenditure | £ 1,861,000 | |
| 55 | 201 | 201 | The Guildhall | | | | | | | |
| 56 | 201 | 4300 | Service Charge | | Could potentially revalue lease therefore Apply 10% uplift FY25 then 3% annual uplift. | £ 77,000 | | | £ 84,700 | |
| 57 | 201 | 4390 | Accommodation Reserve | | P&F discussion | £ 108,000 | | | £ 108,000 | |
| 58 | | | | The Guildhall Total Overhead Expenditure | | £ 185,000 | | The Guildhall Total Overhead Expenditure | £ 192,700 | |
| 59 | | | | The Guildhall Net Income over Expenditure | | -£ 195,000 | | The Guildhall Net Income over Expenditure | -£ 192,700 | |
| 60 | Committee: Open Spaces & Environment | | | | Open Spaces & Environment | | | Open Spaces & Environment | | |
| 61 | 210 | 210 | Open Spaces & Environment | | | | | | | |
| 62 | 210 | 1537 | Northampton in Bloom Income | | Reduce to 0 for FY25 onwards | £ 23,021 | | | £ - | |
| 63 | | | | Total Income | | £ 23,021 | | | £ - | |
| 64 | 210 | 4536 | Northampton in Bloom | | add £23,021 from income to meet budget needs then Apply 5% uplift yoy. | £ 60,000 | | | £ 87,172 | |
| 65 | 210 | 4560 | Environmental Projects | | leave as is | £ 25,000 | | | £ 25,000 | |
| 66 | | 4561 | Environmental Grants | | leave as is | £ 25,000 | | | £ 25,000 | |
| 67 | | | | Total Overhead Expenditure | | £ 110,000 | | | £ 137,172 | |
| 68 | | | | Net Income over Expenditure | | -£ 86,979 | | | -£ 137,172 | |
| 69 | 230 | 230 | Allotments | | | | | | | |
| 70 | 230 | 4400 | Repairs and Maintenance | | High Risk costs could escalate so propose to double it then Apply 3% uplift year on year | £ 30,000 | | | £ 60,000 | |
| 71 | | | | Total Overhead Expenditure | | £ 30,000 | | | £ 60,000 | |
| 72 | | | | Net Income over Expenditure | | (30,000) | | | -£ 60,000 | |
| 73 | Committee: Community Services | | | | Community Services | | | Community Services | | |
| 74 | 301 | 301 | Community Grants | | | | | | | |
| 75 | 301 | 4170 | Community Grant Scheme | | leave as is | £ 100,000 | | | £ 100,000 | |
| 76 | | | | Total Overhead Expenditure | | £ 100,000 | | | £ 100,000 | |
| 77 | | | | Net Income over Expenditure | | (100,000) | | | -£ 100,000 | |
| 78 | 310 | 310 | Community Services | | | | | | | |
| 79 | 310 | 4171 | Councillor Community Funding | | leave as is | £ 75,000 | | | £ 75,000 | |
| 80 | 310 | 4221 | Community Needs Analysis | | leave as is | £ 50,000 | | | £ 50,000 | |
| 81 | 310 | 4225 | Community Projects | | leave as is | £ 50,000 | | | £ 50,000 | |
| 82 | | | | Total Overhead Expenditure | | £ 175,000 | | | £ 175,000 | |
| 83 | | | | Net Income over Expenditure | | (175,000) | | | -£ 175,000 | |
| 84 | 315 | 315 | Public Events | | | | | | | |
| 85 | 315 | 1155 | WNC Transfer | | Reduce to 0 for FY25 onwards | £ 83,979 | | | £ - | |
| 86 | 315 | 1536 | Contribution to Service | | increase to £12k from FY25 and onwards | £ 5,000 | | | £ 12,000 | |
| 87 | | | | Total Income | | £ 88,979 | | | £ 12,000 | |
| 88 | 315 | 4015 | Travel and Subsistence | | Leave as is. Create 4015 for Environment? | £ 300 | | | £ 300 | |
| 89 | 315 | 4140 | Advertising and Marketing | | Proposed increase to £12k from FY25 take £1000 from 4140 Civic and 4140 P&F | £ 10,000 | | | £ 12,000 | |
| 90 | 315 | 4500 | Diwali | | continue as is for future years | £ 10,000 | | | £ 10,000 | |
| 91 | 315 | 4501 | Christmas Event | | Apply 5% uplift year on year NB some Christmas lights are end of life as is the light switch on button | £ 200,000 | | | £ 210,000 | |
| 92 | 315 | 4502 | Fireworks | | Apply 5% uplift yoy | £ 55,000 | | | £ 57,750 | |
| 93 | 315 | 4503 | Bands in the Park | | Apply 5% uplift however, in FY25 add £1500 for purchase of new chairs and add further £1000 for solution to WNC park rangers not being able to assist | £ 10,000 | | | £ 13,000 | |
| 94 | 315 | 4508 | Ukraine Art Exhibition | | Reduce to 0 for FY25 onwards | £ 5,000 | | | £ - | |
| 95 | 315 | 4509 | Virtual Heritage Tour | | From FY25 change the description name to a Generic Heritage and include HOD - move 4524 Heritage Open / Projects to Virtual and change code to Heritage so we have one code for all things Heritage? Also £8500 added to FY25 following CS meeting 25/09/23 for Great Fire of Northampton 350th Anniversary | £ 7,000 | | | £ 22,000 | |
| 96 | 315 | 4510 | General Events | | | £ 49,800 | | Need to offset any event spend approved post budget also change name to Events Contingency? | £ 23,000 | |
| 97 | 315 | 4511 | EID | | continue as is for future years | £ 10,000 | | See EMR comment! | £ 10,000 | |
| 98 | 315 | 4512 | NMF22 / NMF23 | | Increase to £15k in FY25 NB! Need to determine if budget should be moved to Grant 4170? | £ 10,000 | | | £ 15,000 | |
| 99 | 315 | 4513 | Northampton Carnival | | continue as is for future years | £ 20,000 | | | £ 20,000 | |

**SIMULATED BUDGET FOR
REVIEW AND DISCUSSION**

**FY24 Budget
Forward 5 year Budget Simulation**

| | A | B | C | D | E | F | G | H | I | J |
|-----|----------------------------|------------|--|---------------------------------------|---|---------------------|---|---|---------------------------|---|
| 1 | Committee | | | | Comments FY24 Current Year Budget | Current FY24 | | Comments FY25 Next Year Budget | FY25 Next Year | |
| 100 | 315 | 4514 | Party in the Park/Balloon Fest | | Budget to be increased from £5,000 to £10,000 using Town festival budget code 4518 which is £5,000, remove Town Festival from Events plan | £ 5,000 | | | £ 10,000 | |
| 101 | 315 | 4515 | Pride | | continue with £1000 and apply 5% uplift | £ 4,000 | | | £ 4,200 | |
| 102 | 315 | 4516 | Queens Jubilee/Kings | | Reduce to 0 for FY25 onwards | £ 15,000 | | | £ - | |
| 103 | 315 | 4517 | Remembrance Day | | Move to Remembrance in Civic - No leave in Public and create same code in Civic | £ 10,000 | | | £ 10,000 | |
| 104 | 315 | 4518 | Town Festival | | Budget removed and added to 4514 Balloon Festival | £ 5,000 | | | £ - | |
| 105 | 315 | 4519 | Armed Forces Day | | Move to Remembrance in Civic - No leave in Public and create same code 4517 in Civic | £ 5,000 | | | £ 5,000 | |
| 106 | 315 | 4520 | Beer Festival | | continue as is for future years | £ 5,000 | | | £ 5,000 | |
| 107 | 315 | 4521 | Van Hire (Events) | | continue as is for future years | £ 2,000 | | Ear marked any unspent for future possible van purchase | £ 2,000 | |
| 108 | 315 | 4522 | St Georges day | | Propose to increase to £7500 in FY25 but then increase to £10k from FY26 | | | | £ 7,500 | |
| 109 | 315 | Need code? | Out of Town Events (take £50k from EMR 4221 and reduce to £99,900) | | Propose £10k for WFA - CSC also propose to utilise EMR 4221 and increase this £10k to £50k reducing EMR 4221 £99,900 | | | | £ 50,000 | |
| 110 | 315 | 4524 | Heritage Open / Projects | | Do not use for FY25 anything heritage related should go to 4509 | | | | £ - | |
| 111 | | | | Total Overhead Expenditure | | £ 438,100 | | | £ 486,750 | |
| 112 | | | | Net Income over Expenditure | | -£ 349,121 | | | -£ 474,750 | |
| 113 | Committee: Planning | | | | Planning | | | Planning | | |
| 114 | 400 | 400 | Planning | | | | | | | |
| 115 | 400 | 4600 | Neighbourhood Planning | | continue as is for future years | £ 10,000 | | | £ 10,000 | |
| 116 | 400 | 4601 | Planning Support | | continue as is for future years | £ 10,000 | | | £ 10,000 | |
| 117 | | | | Total Overhead Expenditure | | £ 20,000 | | | £ 20,000 | |
| 118 | | | | Net Income over Expenditure | | (20,000) | | | -£ 20,000 | |
| 119 | | | | | | | | | | |
| 120 | | | | Total Budget Income | | £ 1,924,837 | | Total Budget Income | £ 1,873,000 | |
| 121 | | | | Expenditure | | £ 2,139,337 | | Expenditure | £ 2,064,077 | |
| 122 | | | | Movement to/(from) Gen Reserve | | -£ 214,500 | | | -£ 191,077 | |

SIMULATED BUDGET FOR REVIEW AND DISCUSSION ONLY