

Romsey Town Council

Town Hall
1, Market Place
Romsey
SO51 8YZ

FINANCE AND RESOURCES COMMITTEE

Agenda for the Meeting on Tuesday 27th June 2023 at 7.30p.m.

- 1. APOLOGIES**
- 2. TO ELECT CHAIRMAN AND VICE-CHAIRMAN FOR 2023/2024**
- 3. DECLARATION OF INTERESTS**
- 4. MINUTES**
 - i To receive the Finance and Resources Committee Meeting Minutes 2nd May 2023
 - ii Matters Arising
- 5. PUBLIC PARTICIPATION**
- 6. TOWN HALL INCOME**

To receive an update of current and projected Town Hall Income
- 7. FINANCE REPORT 2023/24**

To receive latest Finance Report
- 8. ASSET REGISTER 2023**

FULL COUNCIL RESOLUTION NO. 23/61
It was **RESOLVED** to approve Asset Register 2023
PROPOSED: Cllr. J. Parker
SECONDED: Cllr. J. Burnage
CARRIED
Finance & Resources Committee to review Asset Register for 2023-24
- 9. COUNCILLOR FINANCE CHECK**

To note Cllr. J. Critchley comments following his check of RTC Finances for 1 April 2022 – 31st March 2023 as recommended by the Internal Auditor
- 10. ROMSEY TOWN COUNCIL/ROMSEY EXTRA MERGER**

Status
- 11. BUILDING MANAGER JOB TITLE CHANGE**

To change Building Manager Job Title to "Buildings & Environmental Manager"
- 12. GRANTS**

Mayor's Picnic Romsey Rotary - £400

Chief Officer

Date:200623

MINUTES
FINANCE & RESOURCES COMMITTEE
TUESDAY 2nd May 2023

ATTENDANCE:

| | | | |
|---|--------------------------------|---|-------------------------|
| P | Councillor D. Baverstock | P | Councillor N. Gwynne |
| - | Councillor J. Cairney | P | Councillor J. Parker |
| P | Councillor J. Critchley(Chair) | P | Councillor S. Wilkinson |
| P | Councillor I. Culley | | |
| | | | |

In the Chair: Cllr. J. Critchley

Clerk: Judith Giles

Public: 0

1. Apologies

None

2. Declarations of Interests

None

3. Minutes

- i) To receive the Finance & Resource Committee Meeting Minutes of 28th February 2023

PROPOSED: Councillor D. Baverstock

SECONDED: Councillor S. Wilkinson

CARRIED

- ii) **Matters Arising**

None

4. Public Participation

None

5. Town Hall Income

The Chief Officer reported Town Hall bookings for 2022-23 continue to be on the increase. The Committee thanked the Events Manager.

6. Finance Report 2020/21

The Chief Officer presented Month 12 to the Committee. A couple of queries were raised with regards to the payments sheet which the Chief Officer explained.

7. Salaries Breakdown Summary for 2022/23

Noted.

RESOLUTION NO. 23/42

It was **RESOLVED** to discontinue the Salary Breakdown Summary as it is reported in Financial Monthly Reports.

PROPOSED: Cllr. N. Gwynne

SECONDED: Cllr. J. Parker

CARRIED

8. Fixed Asset Register – 31st March 2023

RECOMMENDATION: to recommend to Full Council approval of updated Fixed Asset Register – 31st March 2023

RESOLUTION NO. 23/43

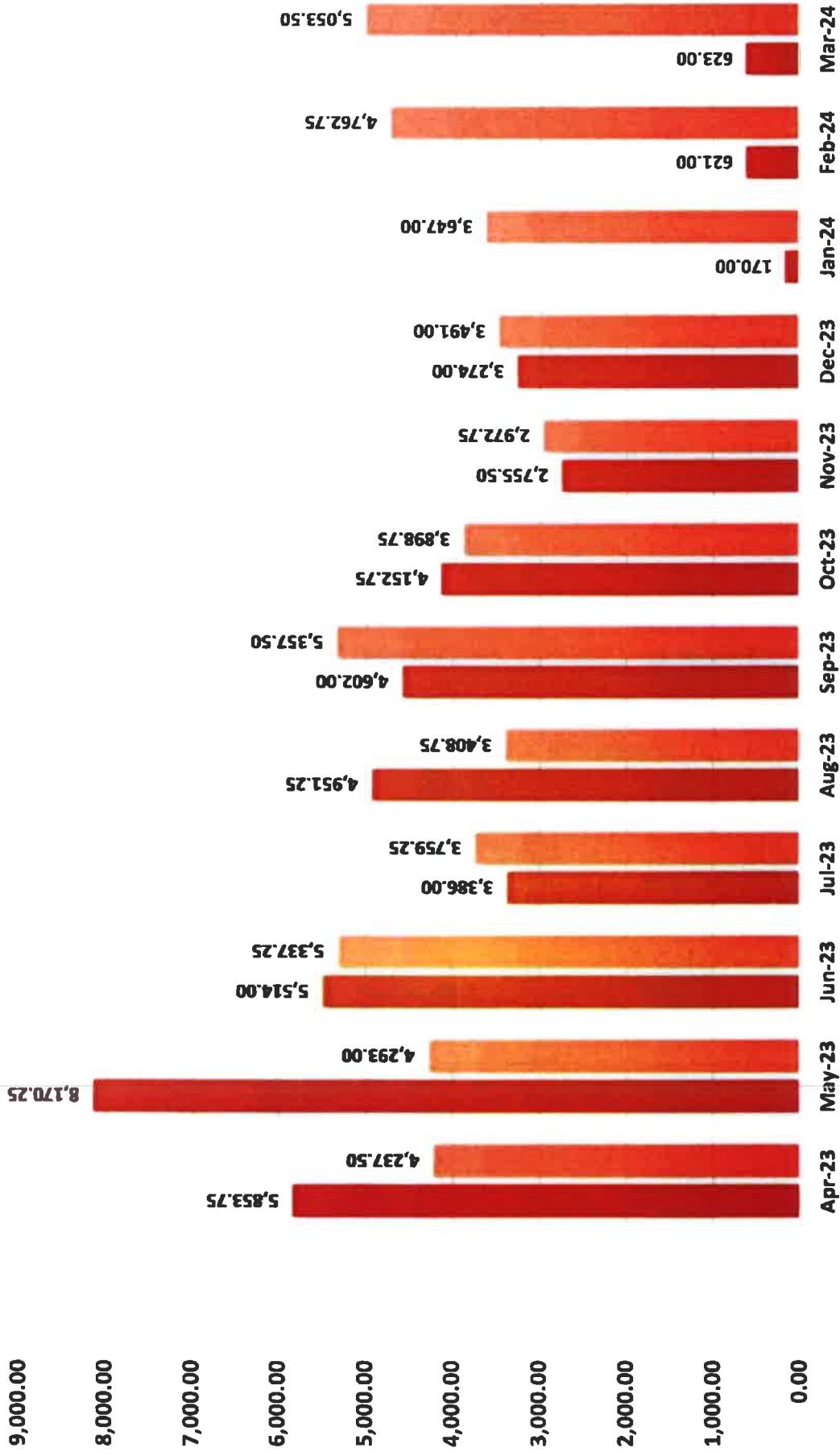
It was **RESOLVED** to recommend to Full Council approval of updated Fixed Asset Register – 31st March 2023

PROPOSED: Councillor S. Wilkinson

SECONDED: Councillor J. Parker

CARRIED

Romsey Town Hall Booking Income 2023 - 2024 - date compiled 01.06.23



Booking on System Apr 2023 - Mar 2024 - £44,073.50 - Cumulative Total £14,024.00 - May 23

Romsey Town Council
Budget Report to 31st May 2023

General Notes:

Attached are the summary income & expenditure report for month 2 to May 2023. This report shows a current year surplus of income over expenditure of £169,556 which includes the 1st half of the precept which was received on 12th April 2023.

The council has two long term liabilities of a loan with a current balance of £50,810 & £95,341, they are paid in twice yearly instalments and will be fully repaid by 18th May 2035 & 30th June 2046 respectively. The council took out a second loan for town hall lift.

The balance sheet shows that total funds available to the council are £442,530:

This is made up of the following -

| | |
|---------------------------------|-----------------|
| Current Year Surplus | £169,556 |
| General Reserve Brought Forward | £165,147 |
| Other Earmarked Reserves | £107,827 |
| Total | £442,530 |

The budget is analysed and phased over the year and the percentage of budget if analysed evenly over the year to date is 16.66% but members are reminded that income & expenditure rarely follows this pattern over the year.

Total expenditure for month 2 was 15.3% of the annual budget.

Please note this report is not designed to alleviate members or the RFO of their responsibility in managing the Town Council finances. It is merely provided as a snapshot of the current financial position and to highlight to members any potential problem areas that have been identified within the accounts.

The budget is set by The Council and it is the member's responsibility in partnership with the RFO to monitor and control the financial position throughout the year. More detailed information is available to Councillors than is provided for here.

Analysis by Cost Centre

| | 101 | Administration |
|--------------|------------|-----------------------|
| Month Budget | £12,594 | |
| Actual | £9,205 | |
| Under/(Over) | £3,389 | |

| | |
|---------------------|----------|
| Year to Date Budget | £151,128 |
| Actual | £30,338 |
| % of Budget Used | 20.07% |

Annual IT support for £12,174 and annual subscription of £2,292 for HALC & NALC was paid in April 2023.

No further concerns.

| | 103 | Grants |
|--|------------|---------------|
|--|------------|---------------|

No further concerns.

| | 104 | Civic |
|--|------------|--------------|
|--|------------|--------------|

No further concerns.

| | 105 | Finance |
|--|------------|----------------|
|--|------------|----------------|

Annual insurance cost of £7,305 was incurred in April for 2023/24 against its annual budget of £6000.

No further concerns.

| | 107 | Market |
|--|------------|---------------|
|--|------------|---------------|

No further concerns.

Detailed Balance Sheet - Excluding Stock Movement**Month 2 Date 31/05/2023**

| <u>A/c</u> | <u>Description</u> | <u>Actual</u> | |
|-----------------------------------|--|----------------------|----------------|
| <u>Current Assets</u> | | | |
| 100 | Trade Debtors | (1,753) | |
| 103 | Prepayments | 5,447 | |
| 105 | VAT | 5,536 | |
| 120 | Bar Stock | 1,434 | |
| 201 | Lloyds Current Account | 424,038 | |
| 202 | Building Managers Imprest A/c | 599 | |
| 204 | TSB Deposit A/c | 4,991 | |
| 212 | Mayors Charity A/c | 6,037 | |
| 215 | War Horse A/c 35433560 | 14,557 | |
| 230 | Bar Float | 300 | |
| | Total Current Assets | | 461,185 |
| <u>Current Liabilities</u> | | | |
| 500 | Trade Creditors - CHQ | 3,052 | |
| 506 | Retentions Payable | 1,031 | |
| 515 | PAYE and NI Due | 3,739 | |
| 516 | Superannuation Due | 2,676 | |
| 534 | Mayors Charity Control Acct | 6,522 | |
| 545 | Wilder Romsey | 1,169 | |
| 561 | Booking Deposits | 65 | |
| 562 | Damage Deposits | 400 | |
| | Total Current Liabilities | | 18,655 |
| | Net Current Assets | | 442,530 |
| | Total Assets less Current Liabilities | | 442,530 |
| <u>Represented by :-</u> | | | |
| 301 | Current Year Fund | 169,556 | |
| 310 | General Reserve | 165,147 | |
| 321 | EMR Allotment Fund SR | 6,789 | |
| 336 | EMR Town Hall Major Mainten'ce | 37,542 | |
| 337 | EMR Town Hall Equipment | 6,667 | |
| 339 | EMR Marshals In Romsey | 245 | |
| 340 | EMR Elections | 8,757 | |
| 343 | EMR Romsey Website | 2,812 | |
| 345 | EMR War Horse Fund | 11,369 | |
| 349 | EMR Grants | 2,200 | |
| 350 | EMR Markets | 1,908 | |
| 351 | EMR Town Centre Management | 7,092 | |
| 353 | EMR Neighbourhood Plan | 913 | |
| 354 | CIL Receipts | 9,470 | |
| 355 | EMR WW1 Event | 1,797 | |
| 356 | EMR Romsey Emergency Plan | 2,309 | |
| 358 | EMR Tourism & Heritage App | 7,958 | |
| | Total Equity | | 442,530 |

Detailed Income & Expenditure by Budget Heading 31/05/2023

Month No: 2

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| 101 Administration | | | | | | | | |
| 1070 Income - Planning Clerk | 0 | 224 | 0 | (224) | | | 0.0% | |
| Administration :- Income | 0 | 224 | 0 | (224) | | | | 0 |
| 4001 Salaries | 5,029 | 10,058 | 82,980 | 72,922 | 72,922 | 72,922 | 12.1% | |
| 4002 Employers N.I | 485 | 970 | 7,456 | 6,486 | 6,486 | 6,486 | 13.0% | |
| 4003 Employers superann | 700 | 1,401 | 11,610 | 10,209 | 10,209 | 10,209 | 12.1% | |
| 4006 Contract Accountancy Costs | 946 | (320) | 7,000 | 7,320 | 7,320 | 7,320 | (4.6%) | |
| 4009 Staff Travel | 0 | 0 | 50 | 50 | 50 | 50 | 0.0% | |
| 4013 Website Admin | 42 | 84 | 350 | 266 | 266 | 266 | 23.9% | |
| 4020 Staff Training | 0 | 0 | 300 | 300 | 300 | 300 | 0.0% | |
| 4040 Recruitment Advertisements | 0 | 0 | 150 | 150 | 150 | 150 | 0.0% | |
| 4512 Telephone | 118 | 238 | 1,800 | 1,562 | 1,562 | 1,562 | 13.2% | |
| 4513 Postage | (0) | 7 | 1,000 | 993 | 993 | 993 | 0.7% | |
| 4514 Stationery | 81 | 116 | 1,000 | 884 | 884 | 884 | 11.6% | |
| 4515 Photocopying | 680 | 680 | 2,600 | 1,920 | 1,920 | 1,920 | 26.2% | |
| 5012 Council Offices in Town Hall | 1,000 | 2,000 | 12,000 | 10,000 | 10,000 | 10,000 | 16.7% | |
| 5250 Subscriptions | 0 | 2,581 | 2,600 | 19 | 19 | 19 | 99.3% | |
| 5260 Outsourced Payroll | 69 | 144 | 1,000 | 856 | 856 | 856 | 14.4% | |
| 5270 IT & Computer Costs | 55 | 12,229 | 19,232 | 7,003 | 7,003 | 7,003 | 63.6% | |
| 5291 Professional Fees -RE Merger | 0 | 150 | 0 | (150) | (150) | (150) | 0.0% | |
| Administration :- Indirect Expenditure | 9,205 | 30,338 | 151,128 | 120,790 | 0 | 120,790 | 20.1% | 0 |
| Net Income over Expenditure | (9,205) | (30,113) | (151,128) | (121,015) | | | | |
| 103 Grants | | | | | | | | |
| 5890 Community Grants | 400 | 1,550 | 8,500 | 6,950 | 6,950 | 6,950 | 18.2% | |
| 5893 Community Grant - Bandstand | 0 | 0 | 1,000 | 1,000 | 1,000 | 1,000 | 0.0% | |
| 6100 Arts Festival | 0 | 0 | 1,000 | 1,000 | 1,000 | 1,000 | 0.0% | |
| Grants :- Indirect Expenditure | 400 | 1,550 | 10,500 | 8,950 | 0 | 8,950 | 14.8% | 0 |
| Net Expenditure | (400) | (1,550) | (10,500) | (8,950) | | | | |
| 104 Civic | | | | | | | | |
| 4001 Salaries | 0 | 0 | 500 | 500 | 500 | 500 | 0.0% | |
| 4043 Council Newsletter | 0 | 0 | 7,400 | 7,400 | 7,400 | 7,400 | 0.0% | |
| 5011 Council Use of Town Hall | 0 | 0 | 2,000 | 2,000 | 2,000 | 2,000 | 0.0% | |
| 6502 Members training | 0 | 0 | 400 | 400 | 400 | 400 | 0.0% | |
| 6550 Meetings Advertisements | 100 | 100 | 0 | (100) | (100) | (100) | 0.0% | |
| 6750 Mayors Allowance | 0 | 0 | 500 | 500 | 500 | 500 | 0.0% | |
| 6760 Town Crier | 0 | 0 | 450 | 450 | 450 | 450 | 0.0% | |

Detailed Income & Expenditure by Budget Heading 31/05/2023

Month No: 2

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| 6761 Mace Bearer | 0 | 0 | 195 | 195 | | 195 | 0.0% | |
| 6762 Civic Costs | 393 | 487 | 3,500 | 3,013 | | 3,013 | 13.9% | |
| Civic :- Indirect Expenditure | 493 | 587 | 14,945 | 14,358 | 0 | 14,358 | 3.9% | 0 |
| Net Expenditure | (493) | (587) | (14,945) | (14,358) | | | | |
| 105 Finance | | | | | | | | |
| 1176 Precept | 0 | 236,728 | 473,455 | 236,728 | | | 50.0% | |
| 1190 Interest Received | 239 | 389 | 50 | (339) | | | 778.6% | |
| Finance :- Income | 239 | 237,117 | 473,505 | 236,388 | | | 50.1% | 0 |
| 5011 Council Use of Town Hall | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 5251 Insurances | 0 | 8,128 | 6,000 | (2,128) | | (2,128) | 135.5% | |
| 5271 Audit Fees | 0 | (860) | 2,220 | 3,080 | | 3,080 | (38.7%) | |
| 5280 Bank Charges | 26 | 45 | 400 | 355 | | 355 | 11.2% | |
| 5290 Legal & Professional Fees | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 5400 Elections | 0 | 24 | 6,000 | 5,976 | | 5,976 | 0.4% | |
| 7350 Tfr to Earmarked Reserves | 0 | 0 | 53,134 | 53,134 | | 53,134 | 0.0% | |
| Finance :- Indirect Expenditure | 26 | 7,337 | 68,754 | 61,417 | 0 | 61,417 | 10.7% | 0 |
| Net Income over Expenditure | 214 | 229,780 | 404,751 | 174,971 | | | | |
| 107 Market | | | | | | | | |
| 1030 Income - Market Stalls | 0 | 1,301 | 6,000 | 4,700 | | | 21.7% | |
| Market :- Income | 0 | 1,301 | 6,000 | 4,700 | | | 21.7% | 0 |
| 5250 Subscriptions | 0 | 0 | 400 | 400 | | 400 | 0.0% | |
| Market :- Indirect Expenditure | 0 | 0 | 400 | 400 | 0 | 400 | 0.0% | 0 |
| Net Income over Expenditure | 0 | 1,301 | 5,600 | 4,300 | | | | |
| 110 Town Hall | | | | | | | | |
| 1001 Income - Rental | 0 | 2,500 | 11,200 | 8,700 | | | 22.3% | |
| 1002 Income - Bookings | 3,951 | 10,104 | 38,000 | 27,896 | | | 26.6% | |
| 1003 Town Council Office Rent | 1,000 | 2,000 | 12,000 | 10,000 | | | 16.7% | |
| 1015 Income - Tea/Coffee | 0 | 0 | 50 | 50 | | | 0.0% | |
| 1020 Income - Cleaning | 0 | 156 | 624 | 468 | | | 25.0% | |
| 1022 Income - Councils own hirings | 0 | 0 | 4,050 | 4,050 | | | 0.0% | |
| 1052 Income - Bar Commission | 27 | 27 | 0 | (27) | | | 0.0% | |
| Town Hall :- Income | 4,978 | 14,787 | 65,924 | 51,137 | | | 22.4% | 0 |
| 4001 Salaries | 6,150 | 12,283 | 70,767 | 58,484 | | 58,484 | 17.4% | |

Detailed Income & Expenditure by Budget Heading 31/05/2023

Month No: 2

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| 4002 Employers N.I | 446 | 883 | 4,866 | 3,983 | | 3,983 | 18.2% | |
| 4003 Employers superann | 777 | 1,552 | 12,582 | 11,030 | | 11,030 | 12.3% | |
| 4005 Holiday Cleaning | 0 | 0 | 660 | 660 | | 660 | 0.0% | |
| 4008 Function Attendants & Casuals | 1,879 | 3,536 | 9,500 | 5,964 | | 5,964 | 37.2% | |
| 4010 Wages - Maintenance | 737 | 1,473 | 9,838 | 8,365 | | 8,365 | 15.0% | |
| 4020 Staff Training | 0 | 0 | 1,200 | 1,200 | | 1,200 | 0.0% | |
| 4030 Uniforms | 0 | 0 | 300 | 300 | | 300 | 0.0% | |
| 4501 Janitorial | 46 | 384 | 1,200 | 816 | | 816 | 32.0% | |
| 4504 Catering Costs | 0 | 0 | 100 | 100 | | 100 | 0.0% | |
| 4505 Health and Safety | 76 | 110 | 1,000 | 890 | | 890 | 11.0% | |
| 4510 Rates | 2,405 | 4,807 | 22,400 | 17,593 | | 17,593 | 21.5% | |
| 4511 Utilities | 1,082 | 1,227 | 11,000 | 9,773 | | 9,773 | 11.2% | |
| 4520 Licences | 67 | 133 | 2,450 | 2,317 | | 2,317 | 5.4% | |
| 4572 Long Term Building Repairs | 0 | 0 | 20,000 | 20,000 | | 20,000 | 0.0% | |
| 4751 Maintenance External | 0 | 0 | 1,500 | 1,500 | | 1,500 | 0.0% | |
| 4800 Maintenance Internal | 2,458 | 3,060 | 12,000 | 8,940 | | 8,940 | 25.5% | |
| 4850 Furniture/Equipment Purchased | 457 | 1,134 | 4,000 | 2,866 | | 2,866 | 28.3% | |
| 4851 Fixed Cost Maintenance | 64 | 128 | 8,000 | 7,872 | | 7,872 | 1.6% | |
| 5011 Council Use of Town Hall | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 5220 Publicity & Marketing | 0 | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| 5270 I T & Computer Costs | 0 | 354 | 500 | 146 | | 146 | 70.7% | |
| 6014 Hanging baskets\Xmas Trees | 60 | 60 | 700 | 640 | | 640 | 8.6% | |
| 7150 Loan Capital + Interest | 2,476 | 2,476 | 4,952 | 2,476 | | 2,476 | 50.0% | |
| 7152 Lift Loan Capital + Interest | 0 | 0 | 5,150 | 5,150 | | 5,150 | 0.0% | |
| Town Hall :- Indirect Expenditure | 19,178 | 33,600 | 207,165 | 173,565 | 0 | 173,565 | 16.2% | 0 |
| Net Income over Expenditure | (14,200) | (18,813) | (141,241) | (122,428) | | | | |
| 111 Town Hall Bar | | | | | | | | |
| 1013 Income - Bar Sales | 418 | 1,567 | 2,600 | 1,033 | | | 60.3% | |
| 3004 Corkage | 0 | 170 | 0 | (170) | | | 0.0% | |
| Town Hall Bar :- Income | 418 | 1,737 | 2,600 | 863 | | | 66.8% | 0 |
| 3000 Bar Purchases | 509 | 1,102 | 1,300 | 198 | | 198 | 84.7% | |
| Town Hall Bar :- Direct Expenditure | 509 | 1,102 | 1,300 | 198 | 0 | 198 | 84.7% | 0 |
| 4001 Salaries | 0 | 0 | 750 | 750 | | 750 | 0.0% | |
| 4304 Damaged Stock | 0 | 15 | 0 | (15) | | (15) | 0.0% | |
| 4305 Stocktaking | 0 | 0 | 260 | 260 | | 260 | 0.0% | |
| 5282 Card Reader Charges | 2 | 11 | 0 | (11) | | (11) | 0.0% | |
| Town Hall Bar :- Indirect Expenditure | 2 | 26 | 1,010 | 984 | 0 | 984 | 2.5% | 0 |
| Net Income over Expenditure | (93) | 610 | 290 | (320) | | | | |

Detailed Income & Expenditure by Budget Heading 31/05/2023

Month No: 2

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| 112 Town Hall Film Shows | | | | | | | | |
| 1051 Income - Film Refreshments | 8 | 18 | 150 | 133 | | | 11.7% | |
| 1053 Income - Film Tickets | 271 | 1,098 | 12,000 | 10,902 | | | 9.2% | |
| Town Hall Film Shows :- Income | 278 | 1,116 | 12,150 | 11,035 | | | 9.2% | 0 |
| 4008 Function Attendants & Casuals | 140 | 262 | 2,500 | 2,238 | | 2,238 | 10.5% | |
| 4950 Film Hire/Purchases | 216 | 641 | 5,900 | 5,259 | | 5,259 | 10.9% | |
| 4951 Film Refreshment Costs | 2 | 17 | 150 | 133 | | 133 | 11.1% | |
| 5282 Card Reader Charges | 9 | 18 | 400 | 382 | | 382 | 4.4% | |
| Town Hall Film Shows :- Indirect Expenditure | 367 | 937 | 8,950 | 8,013 | 0 | 8,013 | 10.5% | 0 |
| Net Income over Expenditure | (89) | 178 | 3,200 | 3,022 | | | | |
| 120 Allotments - Southampton Rd | | | | | | | | |
| 1000 Income - General | 0 | 0 | 2,705 | 2,705 | | | 0.0% | |
| Allotments - Southampton Rd :- Income | 0 | 0 | 2,705 | 2,705 | | | 0.0% | 0 |
| 4509 Water Rates | 11 | 23 | 750 | 727 | | 727 | 3.0% | |
| 5250 Subscriptions | 55 | 55 | 55 | 0 | | 0 | 100.0% | |
| 5300 Rent - Broadlands | 0 | 0 | 1,100 | 1,100 | | 1,100 | 0.0% | |
| 5309 Maintenance Equipment | 0 | 0 | 150 | 150 | | 150 | 0.0% | |
| 5311 Hedge Cutting | 0 | 0 | 220 | 220 | | 220 | 0.0% | |
| 5312 Pest Control | 0 | 0 | 250 | 250 | | 250 | 0.0% | |
| 5315 Sundries Allotments | 0 | 33 | 180 | 147 | | 147 | 18.5% | |
| Allotments - Southampton Rd :- Indirect Expenditure | 66 | 111 | 2,705 | 2,594 | 0 | 2,594 | 4.1% | 0 |
| Net Income over Expenditure | (66) | (111) | 0 | 111 | | | | |
| 121 Allotments - Kings Chase | | | | | | | | |
| 1000 Income - General | 415 | 870 | 900 | 30 | | | 96.7% | |
| Allotments - Kings Chase :- Income | 415 | 870 | 900 | 30 | | | 96.7% | 0 |
| 5282 Card Reader Charges | 1 | 1 | 0 | (1) | | (1) | 0.0% | |
| 5309 Maintenance Equipment | 200 | 400 | 0 | (400) | | (400) | 0.0% | |
| Allotments - Kings Chase :- Indirect Expenditure | 201 | 401 | 0 | (401) | 0 | (401) | | 0 |
| Net Income over Expenditure | 214 | 469 | 900 | 431 | | | | |
| 125 Town Centre Management | | | | | | | | |
| 1071 Income - Salary Recharge (TV) | 0 | 0 | 10,000 | 10,000 | | | 0.0% | |
| Town Centre Management :- Income | 0 | 0 | 10,000 | 10,000 | | | | 0 |

Detailed Income & Expenditure by Budget Heading 31/05/2023

Month No: 2

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| 4001 Salaries | 3,147 | 6,294 | 41,178 | 34,884 | | 34,884 | 15.3% | |
| 4002 Employers N.I | 324 | 648 | 3,958 | 3,310 | | 3,310 | 16.4% | |
| 4003 Employers superann | 562 | 1,124 | 8,746 | 7,622 | | 7,622 | 12.9% | |
| 4500 Town Centre Management | 0 | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| 4512 Telephone | 12 | 23 | 250 | 227 | | 227 | 9.1% | |
| Town Centre Management :- Indirect Expenditure | 4,045 | 8,089 | 55,132 | 47,043 | 0 | 47,043 | 14.7% | 0 |
| Net Income over Expenditure | (4,045) | (8,089) | (45,132) | (37,043) | | | | |
| 126 Woodley Village Hall | | | | | | | | |
| 1080 Inc ome - Woodley V H Rent | 0 | 0 | 5 | 5 | | | 0.0% | |
| Woodley Village Hall :- Income | 0 | 0 | 5 | 5 | | | 0.0% | 0 |
| Net Income | 0 | 0 | 5 | 5 | | | | |
| 130 Environmental | | | | | | | | |
| 4511 Utilities | 0 | 0 | 400 | 400 | | 400 | 0.0% | |
| 4601 Lengthsman | 0 | 0 | 1,200 | 1,200 | | 1,200 | 0.0% | |
| 4602 Speedwatch | 0 | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| 4603 Grounds Maintenance | 268 | 365 | 3,500 | 3,135 | | 3,135 | 10.4% | |
| 4605 Other/Projects | 0 | 0 | 2,700 | 2,700 | | 2,700 | 0.0% | |
| 6009 Land at the Star Maintenance | 0 | 0 | 400 | 400 | | 400 | 0.0% | |
| 6010 Bus Shelters | 170 | 170 | 2,600 | 2,430 | | 2,430 | 6.5% | |
| 6011 Town Seats | 0 | 0 | 550 | 550 | | 550 | 0.0% | |
| 6012 Street Lights | 0 | (8) | 2,000 | 2,008 | | 2,008 | (0.4%) | |
| 6015 Signs | 0 | 0 | 500 | 500 | | 500 | 0.0% | |
| 6022 Planting for CornMarket | 11 | 11 | 400 | 389 | | 389 | 2.8% | |
| 6023 Drinking Water Fountain | 0 | 0 | 200 | 200 | | 200 | 0.0% | |
| 6025 Bollard/St Furn Mtce | 0 | 0 | 400 | 400 | | 400 | 0.0% | |
| 6026 Bunting | 0 | 476 | 550 | 74 | | 74 | 86.5% | |
| Environmental :- Indirect Expenditure | 449 | 1,015 | 16,400 | 15,385 | 0 | 15,385 | 6.2% | 0 |
| Net Expenditure | (449) | (1,015) | (16,400) | (15,385) | | | | |
| 135 Marshalls | | | | | | | | |
| 1103 Income - Marshalls Donations | 400 | 400 | 0 | (400) | | | 0.0% | |
| Marshalls :- Income | 400 | 400 | 0 | (400) | | | | 0 |
| 5103 Marshalls In Romsey | 0 | 0 | 400 | 400 | | 400 | 0.0% | |
| Marshalls :- Indirect Expenditure | 0 | 0 | 400 | 400 | 0 | 400 | | 0 |
| Net Income over Expenditure | 400 | 400 | (400) | (800) | | | | |

Detailed Income & Expenditure by Budget Heading 31/05/2023

Month No: 2

Cost Centre Report

| | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---|------------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| 140 Planning | | | | | | | | |
| 5011 Council Use of Town Hall | 0 | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| Planning :- Indirect Expenditure | <u>0</u> | <u>0</u> | <u>1,000</u> | <u>1,000</u> | <u>0</u> | <u>1,000</u> | | <u>0</u> |
| Net Expenditure | <u>0</u> | <u>0</u> | <u>(1,000)</u> | <u>(1,000)</u> | | | | |
| 160 War Horse Fund | | | | | | | | |
| 1190 Interest Received | 8 | 17 | 0 | (17) | | | 0.0% | |
| War Horse Fund :- Income | <u>8</u> | <u>17</u> | <u>0</u> | <u>(17)</u> | | | | <u>0</u> |
| 4855 War Horse Fund Expenses | 0 | 0 | 160 | 160 | | 160 | 0.0% | |
| 7350 Tfr to Earmarked Reserves | 8 | 17 | 0 | (17) | | (17) | 0.0% | |
| 7355 Tfr from Earmarked Reserves | 0 | 0 | (160) | (160) | | (160) | 0.0% | |
| War Horse Fund :- Indirect Expenditure | <u>8</u> | <u>17</u> | <u>0</u> | <u>(17)</u> | <u>0</u> | <u>(17)</u> | | <u>0</u> |
| Net Income over Expenditure | <u>0</u> | <u>0</u> | <u>0</u> | <u>0</u> | | | | |
| 170 Christmas Lights Fund | | | | | | | | |
| 1009 Income - Grants | 0 | 0 | 2,000 | 2,000 | | | 0.0% | |
| Christmas Lights Fund :- Income | <u>0</u> | <u>0</u> | <u>2,000</u> | <u>2,000</u> | | | | <u>0</u> |
| 6764 Christmas in Romsey | 0 | 0 | 32,000 | 32,000 | | 32,000 | 0.0% | |
| 6765 Christmas Light Refurb | 2,905 | 2,905 | 4,000 | 1,095 | | 1,095 | 72.6% | |
| Christmas Lights Fund :- Indirect Expenditure | <u>2,905</u> | <u>2,905</u> | <u>36,000</u> | <u>33,095</u> | <u>0</u> | <u>33,095</u> | <u>8.1%</u> | <u>0</u> |
| Net Income over Expenditure | <u>(2,905)</u> | <u>(2,905)</u> | <u>(34,000)</u> | <u>(31,095)</u> | | | | |
| Grand Totals:- Income | 6,737 | 257,569 | 575,789 | 318,220 | | | 44.7% | |
| Expenditure | 37,854 | 88,013 | 575,789 | 487,776 | 0 | 487,776 | 15.3% | |
| Net Income over Expenditure | <u>(31,118)</u> | <u>169,556</u> | <u>0</u> | <u>(169,556)</u> | | | | |
| Movement to/(from) Gen Reserve | <u>(31,118)</u> | <u>169,556</u> | | | | | | |

Summary Income & Expenditure by Budget Heading 31/05/2023

Month No: 2

Cost Centre Report

| | | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|---------------------------------|--------------------------------|-----------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|
| 101 Administration | Income | 0 | 224 | 0 | (224) | | | 0.0% |
| | Expenditure | 9,205 | 30,338 | 151,128 | 120,790 | | 120,790 | 20.1% |
| | Movement to/(from) Gen Reserve | <u>(9,205)</u> | <u>(30,113)</u> | | | | | |
| 103 Grants | Expenditure | 400 | 1,550 | 10,500 | 8,950 | | 8,950 | 14.8% |
| 104 Civic | Expenditure | 493 | 587 | 14,945 | 14,358 | | 14,358 | 3.9% |
| 105 Finance | Income | 239 | 237,117 | 473,505 | 236,388 | | | 50.1% |
| | Expenditure | 26 | 7,337 | 68,754 | 61,417 | | 61,417 | 10.7% |
| | Movement to/(from) Gen Reserve | <u>214</u> | <u>229,780</u> | | | | | |
| 107 Market | Income | 0 | 1,301 | 6,000 | 4,700 | | | 21.7% |
| | Expenditure | 0 | 0 | 400 | 400 | | 400 | 0.0% |
| | Movement to/(from) Gen Reserve | <u>0</u> | <u>1,301</u> | | | | | |
| 110 Town Hall | Income | 4,978 | 14,787 | 65,924 | 51,137 | | | 22.4% |
| | Expenditure | 19,178 | 33,600 | 207,165 | 173,565 | | 173,565 | 16.2% |
| | Movement to/(from) Gen Reserve | <u>(14,200)</u> | <u>(18,813)</u> | | | | | |
| 111 Town Hall Bar | Income | 418 | 1,737 | 2,600 | 863 | | | 66.8% |
| | Expenditure | 511 | 1,127 | 2,310 | 1,183 | | 1,183 | 48.8% |
| | Movement to/(from) Gen Reserve | <u>(93)</u> | <u>610</u> | | | | | |
| 112 Town Hall Film Shows | Income | 278 | 1,116 | 12,150 | 11,035 | | | 9.2% |
| | Expenditure | 367 | 937 | 8,950 | 8,013 | | 8,013 | 10.5% |
| | Movement to/(from) Gen Reserve | <u>(89)</u> | <u>178</u> | | | | | |
| 120 Allotments - Southampton Rd | Income | 0 | 0 | 2,705 | 2,705 | | | 0.0% |
| | Expenditure | 66 | 111 | 2,705 | 2,594 | | 2,594 | 4.1% |
| | Movement to/(from) Gen Reserve | <u>(66)</u> | <u>(111)</u> | | | | | |
| 121 Allotments - Kings Chase | Income | 415 | 870 | 900 | 30 | | | 96.7% |
| | Expenditure | 201 | 401 | 0 | (401) | | (401) | 0.0% |
| | Movement to/(from) Gen Reserve | <u>214</u> | <u>469</u> | | | | | |
| 125 Town Centre Management | Income | 0 | 0 | 10,000 | 10,000 | | | 0.0% |
| | Expenditure | 4,045 | 8,089 | 55,132 | 47,043 | | 47,043 | 14.7% |
| | Movement to/(from) Gen Reserve | <u>(4,045)</u> | <u>(8,089)</u> | | | | | |
| 126 Woodley Village Hall | Income | 0 | 0 | 5 | 5 | | | 0.0% |
| 130 Environmental | Expenditure | 449 | 1,015 | 16,400 | 15,385 | | 15,385 | 6.2% |
| 135 Marshalls | Income | 400 | 400 | 0 | (400) | | | 0.0% |
| | Expenditure | 0 | 0 | 400 | 400 | | 400 | 0.0% |
| | Movement to/(from) Gen Reserve | <u>400</u> | <u>400</u> | | | | | |
| 140 Planning | Expenditure | 0 | 0 | 1,000 | 1,000 | | 1,000 | 0.0% |
| 160 War Horse Fund | Income | 8 | 17 | 0 | (17) | | | 0.0% |
| | Expenditure | 8 | 17 | 0 | (17) | | (17) | 0.0% |
| | Movement to/(from) Gen Reserve | <u>0</u> | <u>0</u> | | | | | |

Summary Income & Expenditure by Budget Heading 31/05/2023

Month No: 2

Cost Centre Report

| | | Actual Current Mth | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent |
|---------------------------|--------------------------------|------------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|
| 170 Christmas Lights Fund | Income | 0 | 0 | 2,000 | 2,000 | | | 0.0% |
| | Expenditure | 2,905 | 2,905 | 36,000 | 33,095 | | 33,095 | 8.1% |
| | Movement to/(from) Gen Reserve | <u>(2,905)</u> | <u>(2,905)</u> | | | | | |
| <hr/> | | | | | | | | |
| | Grand Totals:- Income | 6,737 | 257,569 | 575,789 | 318,220 | | | 44.7% |
| | Expenditure | 37,854 | 88,013 | 575,789 | 487,776 | 0 | 487,776 | 15.3% |
| | Net Income over Expenditure | <u>(31,118)</u> | <u>169,556</u> | <u>0</u> | <u>(169,556)</u> | | | |
| | Movement to/(from) Gen Reserve | <u>(31,118)</u> | <u>169,556</u> | | | | | |

List of Payments made between 01/05/2023 and 31/05/2023

| <u>Date Paid</u> | <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
|-----------------------|--------------------------------|------------------|--------------------|-----------------------|--------------------------------|
| 01/05/2023 | Test Valley Borough Council | Std Ord | 117.15 | | TVBC Grounds Mntnce 2023-24 |
| 02/05/2023 | Lloyds Bank Service Charges | DR | 7.00 | | Lloyds Bank Service Charges |
| 02/05/2023 | CPC | DC01 | 39.97 | | 7668/Megaphone |
| 02/05/2023 | Screwfix Ltd | DD1 | 48.99 | | 7614/Parking post |
| 03/05/2023 | Club Charity | BACS | 400.00 | | Club Charity -Romsey Carnival |
| 03/05/2023 | Romsey Home Hardware | DC02 | 34.93 | | 7665/Batteries |
| 03/05/2023 | Just Sew / Harrintons | DC03 | 36.00 | | 7666/Flags |
| 03/05/2023 | Ironmongery Direct | DC04 | 103.56 | | 7699/Fire door closer, sealant |
| 04/05/2023 | Town Hall Imprest A/c | Transfer | 500.00 | | Town Hall Imprest A/c Top Up |
| 05/05/2023 | Southern Cross Consulting Ltd | DD2 | 43.14 | | 7704/Phone charges Apr23 |
| 05/05/2023 | SGW Payroll Ltd | DD3 | 85.14 | | 7693/Payroll year end 2022-23 |
| 05/05/2023 | Imperative Training Ltd | DC05 | 91.74 | | 7669/Medical supplies |
| 09/05/2023 | British Telecommunications plc | DD4 | 55.53 | | 7716/BT Phone Charges |
| 10/05/2023 | SGW Payroll Ltd | DD6 | 83.16 | | 7696/Payroll processing Apr23 |
| 14/05/2023 | Test Valley Borough Council | Std Ord | 2,405.00 | | Test Valley-Rates 23/24 |
| 17/05/2023 | Romsey Chamber of Commerce | BACS | 22.50 | | Romsey Chamber of Commerce |
| 17/05/2023 | Romsey Archway U3A | BACS | 90.00 | | Romsey Archway U3A |
| 17/05/2023 | Abbey Cleaning | Bacs1 | 598.50 | | 7708/Chair cleaning |
| 17/05/2023 | Business Technology Partners | Bacs2 | 66.14 | | 7709/Website domain renewal |
| 17/05/2023 | DCK Accounting Solutions Ltd | Bacs3 | 544.80 | | 7711/Y.End accounts 22-23 REPC |
| 17/05/2023 | Hampshire County Council | Bacs4 | 950.43 | | 7697/Street lights 2022-23 |
| 17/05/2023 | Hampshire Association of Local | Bacs5 | 2,472.00 | | 7691/HALC subs 2023-24 |
| 17/05/2023 | HM Revenue & Customs | Bacs6 | 3,764.40 | | 7657/HMRC PAYE/NI April 2023 |
| 17/05/2023 | Mike Nobbs | Bacs7 | 40.00 | | 7684/Canes |
| 17/05/2023 | National Society of Allotment | Bacs8 | 66.00 | | 7710/Nat Allotment Soc 2023-24 |
| 17/05/2023 | Hampshire Pension Fund | Bacs9 | 2,676.13 | | 7658/HCC Superann April 2023 |
| 17/05/2023 | Auditing Solutions Ltd | Bacs10 | 1,728.00 | | 7694/Internal audit 2022-23 |
| 17/05/2023 | Rialtas Business Solutions Ltd | Bacs11 | 424.48 | | 7701/Bookings s'ware 2023-24 |
| 17/05/2023 | Test Valley Borough Council | Bacs12 | 24.00 | | 7695/Unconteste election chg |
| 17/05/2023 | Marc Nokes | Bacs13 | 170.00 | | 7707/Grounds mntnce Apr2023 |
| 17/05/2023 | James Hallam Limited | DC14 | 385.00 | | 7698/Engineering inspection |
| 18/05/2023 | Public Works Loan Board | DD | 2,475.96 | | PWLB 504143 - Capital |
| 18/05/2023 | Octopus Energy Limited | DD5 | 1,236.50 | | 7743/Electric Apr2023 |
| 18/05/2023 | Everflow Limited | DD7 | 62.43 | | 7717/EFW274366-0 14Jun-13Jul |
| 22/05/2023 | NEST Pensions May 2023 | DD | 160.88 | | NEST Pensions May 2023 |
| 23/05/2023 | ACE Liftaway Limited | DD8 | 317.16 | | 7706/Waste disposal Apr23 |
| 25/05/2023 | Town Hall Imprest A/c | Transfer | 500.00 | | Town Hall Imprest A/c Top Up |
| 25/05/2023 | SJT Services (Southampton) Ltd | Bacs15 | 2,856.00 | | 7752/Electrical works |
| 25/05/2023 | SJT Services (Southampton) Ltd | Bacs16 | 3,486.00 | | 7751/Xmas lights 2023 |
| 26/05/2023 | Salaries May 2023 | DD | 13,840.79 | | Salaries May 2023 |
| 30/05/2023 | Lloyds Bank Service Charges | DR | 7.00 | | Lloyds Bank Service Charges |
| 31/05/2023 | Utility Warehouse Limited | DD9 | 58.10 | | 7744/Phone & Broadband May23 |
| 31/05/2023 | Mole Country Stores | DC06 | 11.95 | | 7733/Propane gas |
| 31/05/2023 | Choice Plants | DC07 | 60.00 | | 7732/Plants |
| 31/05/2023 | Mole Country Stores | DC06 | 0.02 | | Mole Country Stores -Pymnt Adj |
| Total Payments | | | 43,146.48 | | |

| <u>Asset Code</u> | <u>Description</u> | <u>Location</u> | <u>Original Cost</u> | <u>Insurance Value</u> |
|-------------------|--|--|----------------------|------------------------|
| BUS0001 | Bus Shelter | Entrance to Abbotswood N | 6,500.00 | 0.00 |
| BUS0002 | Bus Shelter | Entrance to Abbotswood S | 6,500.00 | 0.00 |
| BUS0003 | Bus Shelter | Crampmore | 6,244.00 | 0.00 |
| BUS0004 | Bus Shelter | Crampmore - opposite Halterworth Lane | 5,705.00 | 0.00 |
| BUS005 | Bus Shelter | Jermyns Lane opposite Hilliers | 6,500.00 | 0.00 |
| BUS0006 | Bus Shelter | A27 Botley Road, Scragg Hill. South Side | 1.00 | 0.00 |
| CA078 | Large Memorial Charter Stone | Church Place | 0.00 | 37,505.00 |
| CA079 | Wall mounted memorial Charter Stone | Church Place | 0.00 | 0.00 |
| CA080 | War Horse Memorial | Memorial Park | 83,000.00 | 17,831.00 |
| CA081 | Palmerston Statue | Market Place | 0.01 | 40,240.00 |
| CL0001 | Christmas Lights | Basement | 46,169.00 | 32,661.00 |
| DEFIB01 | Defibrillator - Zoll | Town Hall | 1.00 | 0.00 |
| DEFIB02 | Defibrillator - IPAD | Woodley Village Hall School Road Woodley | 1,381.00 | 0.00 |
| DEFIB03 | Defibrillator - IPAD | Romsey Sports Centre | 1,250.00 | 0.00 |
| EQ0001 | Speed Reminder Sign | Basement | 2,000.00 | 0.00 |
| EQ0002 | Speed Reminder Sign | Basement | 2,112.00 | 0.00 |
| EQ0003 | Mobile SpeedLimit Reminder Sign | Basement | 2,625.00 | 0.00 |
| FLAG001 | Mace Pole | Market Place | 0.00 | 6,001.00 |
| HFE057 | PA & Cinema System | Council Chamber | 32,190.00 | 0.00 |
| LB001 | Town Hall - 1 Market Place, Romsey | Market Place | 1.00 | 2,670,757.00 |
| LB001A | Town Hall - Heating Boilers | Market Place | 32,360.00 | 0.00 |
| LB0001B | Upgrade of 2nd Floor toilets and DDE facility | Market Place | 24,485.00 | 0.00 |
| LB0001C | Provision of Passenger Lift | Market Place | 106,866.00 | 0.00 |
| LB0001D | Platform Lift | Council Chamber | 10,899.00 | 0.00 |
| LB0001E | Stair Lift | Rear Staircase | 7,235.00 | 0.00 |
| LB002 | Allotments Garage | Southampton Road, Romsey | 0.00 | 7,407.00 |
| LB002A | Allotments (Land leased from Broadlands Estate) | Southampton Road, Romsey | 1.00 | 0.00 |
| LB003 | Land Adjacent to the Star Inn | Land at the Star | 1.00 | 0.00 |
| LB004 | Woodley Village Hall | Woodley Village Hall School Road Woodley | 10,000.00 | 0.00 |
| LB004A | Garden | Woodley Village Hall School Road Woodley | 1.00 | 0.00 |
| LB004B | Public open space | Woodley Village Hall School Road Woodley | 1.00 | 0.00 |
| LB004C | Gate | Woodley Village Hall School Road Woodley | 1.00 | 0.00 |
| LB005 | Allotments | Kings Chase Allotments, Ganger Farm Way | 1.00 | 0.00 |
| LB005A | Fencing & Gate | Kings Chase Allotments, Ganger Farm Way | 10,000.00 | 0.00 |
| LB006 | Gate | Crampmoor Lane, closed off old railway crossing | 386.00 | 0.00 |
| PLA005 | Flower Pedestal No 1 | Cornmarket | 0.00 | 2,000.00 |
| PLA006 | Flower Pedestal No 2 | Cornmarket | 0.00 | 2,000.00 |
| SEAT006 | Wooden Bench | garden behind Town Hall | 0.00 | 1,000.00 |
| SEAT007 | Hexagonal Wooden Bench with Ornamental Metal Work in centre and direction fingers | Cornmarket | 0.00 | 16,733.00 |
| SEAT010 | 1 x Seat | Behind Abbey facing Church rooms in Abbey | 0.00 | 1,000.00 |
| SEAT012 | 1 x Seat | Land at the Star | 0.00 | 1,000.00 |
| SEAT012A | 1 x Seat | Land at the Star | 0.00 | 1,000.00 |

Councillor quick finance check 18 May 2023.

As suggested by the auditor I did a brief check on sample finance matters on 18 May 2023.

Loyds Bank account: balance £283,158.13 matches the balance on the finance report blue pages for 31 March 2023

Loyds War Horse account: balance £14,539.77 matches balance in the 31 March finance report to council.

Lloyds Business Bank (holding account) balance £235,555.04 as at this date.

Check invoice and payment: Octopus Energy £4054.37. Paid by BACS. Everything correct.

Check invoice and payment: BT £49.66. paid by direct debit. Everything correct.

Check invoice and payment: Filmbank 'Brian & Charles' £184.80 paid on TH debit card, Town Hall Debit Business account (TH cashbook 2 a/c):. Everything correct.

Bookings etc: all paperwork well cross referenced to avoid errors. For ease, cash and cheques are paid in to Romsey TSB and then monies transferred to Lloyds account (Our accounts are with Lloyds and Totton is now the nearest branch).

From everything that I saw, the financial records seemed to be accurate and well organised.

Many thanks to the staff for their willing help and explanations.

Cllr John Critchley. Chair, Finance and Resources Committee

ROMSEY TOWN COUNCIL -APPLICATION FORM FOR GRANT

| | |
|---|---|
| NAME OF ORGANISATION: | The Rotary Club of Romsey Test |
| ADDRESS OR MEETING PLACE OF ORGANISATION: | |
| NAME OF CONTACT: | Nikki Jones |
| PHONE NUMBER: | 07980 349877 |
| EMAIL ADDRESS: | Nikkijones40@icloud.com |
| AMOUNT REQUESTED: | £400 |
| WHAT IS THE GRANT FOR? | <p>Application for council grant</p> <p>The Mayors picnic is an event put on by The Rotary Club of Romsey Test. It was originally started to allow local charities and organisations an opportunity to have a stand and promote their cause and raise essential funds, free of charge. The event has grown in popularity and the duck race raises funds which are split 50/50 between the Rotary club and the Mayor (for his/her chosen charities). Charities are still given a free pitch for the day and we provide entertainment etc for the visiting public. Like most things our costs to put on the event have risen year on year. Every penny we have to spend putting on the event means less for us to put back, via donations, into the Community.</p> <p>The Rotary Club are very pleased to organise this event in honour of our Romsey Town Mayor every year. A grant of £400 would help us tremendously this year and future years to carry on organising this very popular Romsey community event</p> <p>Many thanks</p> <p><i>If there is insufficient space here please attach a separate sheet</i></p> |
| WHY IS THE GRANT NEEDED? | <p><i>If there is insufficient space here please</i></p> <p>We pay for some of the entertainment (The Old Cadets, Punch and Judy etc and make donations to those organisations taking time to put on displays.) There is a cost for all the card needed for the sale of the duck names. Marketing, banners and signs. Plus this year we've had to replace the pool for the 'soakabloka'. (this is very popular on the day) at a cost of £395. We've</p> |

Reconciled to 21/06/2023

Rotary Club of Romsey Test Trust Fund - Financial Management Report 2022/23

Financial Year 01/07/22 - 30-06-23

Shaded cells are manual entries

| BANK BALANCES | Credit | Debit | Balance |
|---|---------------|---------------|----------------|
| Statement balance as of 26/06/23 | 10,404 | | |
| Corporate Instant Deposit | 5 | | |
| Uncleared credits | 0 | | |
| Unpresented debits | | -3,740 | |
| Adjusted Total funds available (A) | 10,409 | -3,740 | 6,669 |

See note ***

| ACTIVITY BY CATEGORY | Available | Paid Out | Balance | Budget-2022/23 | Budget Variance |
|---|------------------|-----------------|----------------|-----------------------|------------------------|
| Bank Interest | 0 | 0 | | | |
| Community Service | 0 | -7,785 | -7,785 | 6,680 | -1,105 |
| > R.O.R.(Cancelled 2023) | 0 | 0 | 0 | 0 | 0 |
| > M.P. 2022 | 4,204 | -2,864 | 1,340 | | |
| > M.P. 2023 | 160 | -50 | 110 | | |
| Donations/Grants/Transfers | 6,674 | -8,224 | -1,549 | | |
| Foundation | 1,266 | -1,266 | 0 | 800 | 800 |
| Foundation District Donation (Peace Jam) | 1,310 | -780 | 530 | | |
| Fdn.members giving from 01/04/22 to 31/03/23 | 0 | -2,641 | -2,641 | | |
| Fdn.members giving (Balance Due March 24) | 235 | 0 | 235 | | |
| Gift Aid Tax Recovered | 2,746 | -2,621 | 126 | | |
| International | 0 | -4,687 | -4,687 | 4,610 | -77 |
| Members Quake Appeal *** | 3,700 | -3,755 | -55 | | |
| Presidents Giving | 0 | 0 | 0 | 1,000 | 1,000 |
| Xmas Events | 3,483 | -3,506 | -23 | | |
| Youth | 513 | -3,658 | -3,145 | 4,800 | 1,655 |
| Youth-Dist,Levy £3 x 61 per member (Unbudgetted cost) | 0 | -183 | -183 | | |
| B/fwd as at 17-06-22 (Inc £4 inst Dep) | 16,397 | 0 | 16,397 | | |
| From WTTW 2022 Rec 01-07-22 | 8,000 | | 8,000 | | |
| Adjusted Total funds available (A) | 48,689 | -42,019 | 6,669 | 17,890 | 2,273 |

| RESTRICTED FUNDS OUTSTANDING | Paid In | Paid Out | Balance |
|---|---------------------------------|-----------------|----------------|
| Funds available in T/F Ac | | | 6,669 |
| Fdn Giving 01/04/23 to 31/03/24 | | -235 | -235 |
| Foundation Giving (Return if unspent) | | -350 | -350 |
| District Grant (c2021/22) Peace Jam | | -490 | -490 |
| Budgets unspent | | -2,273 | -2,273 |
| TOTAL OF RESTRICTED FUNDS | | | -3,348 |
| TOTAL UNRESTRICTED FUNDS AVAILABLE | >>>>>> | | 3,321 |

E/m Stuart M 27/03

E/m Stuart M 27/03

ACCOUNTING POLICIES

These accounts are prepared under the Receipts & Payments system of Accounting as approved by the Charity Commission for charities with a turnover of less than £250k p.a.

Registered Charity 102929525

Note ***

| Outstanding debits (cheques) | Cheques |
|---|-------------------|
| 13/07/22 Old Cadets | -190 |
| 15/05/23 TVBC Road Closure | -50 |
| Garden Shelter (Awaiting payee details) | -3,500 |
| Total | -3,740 *** |