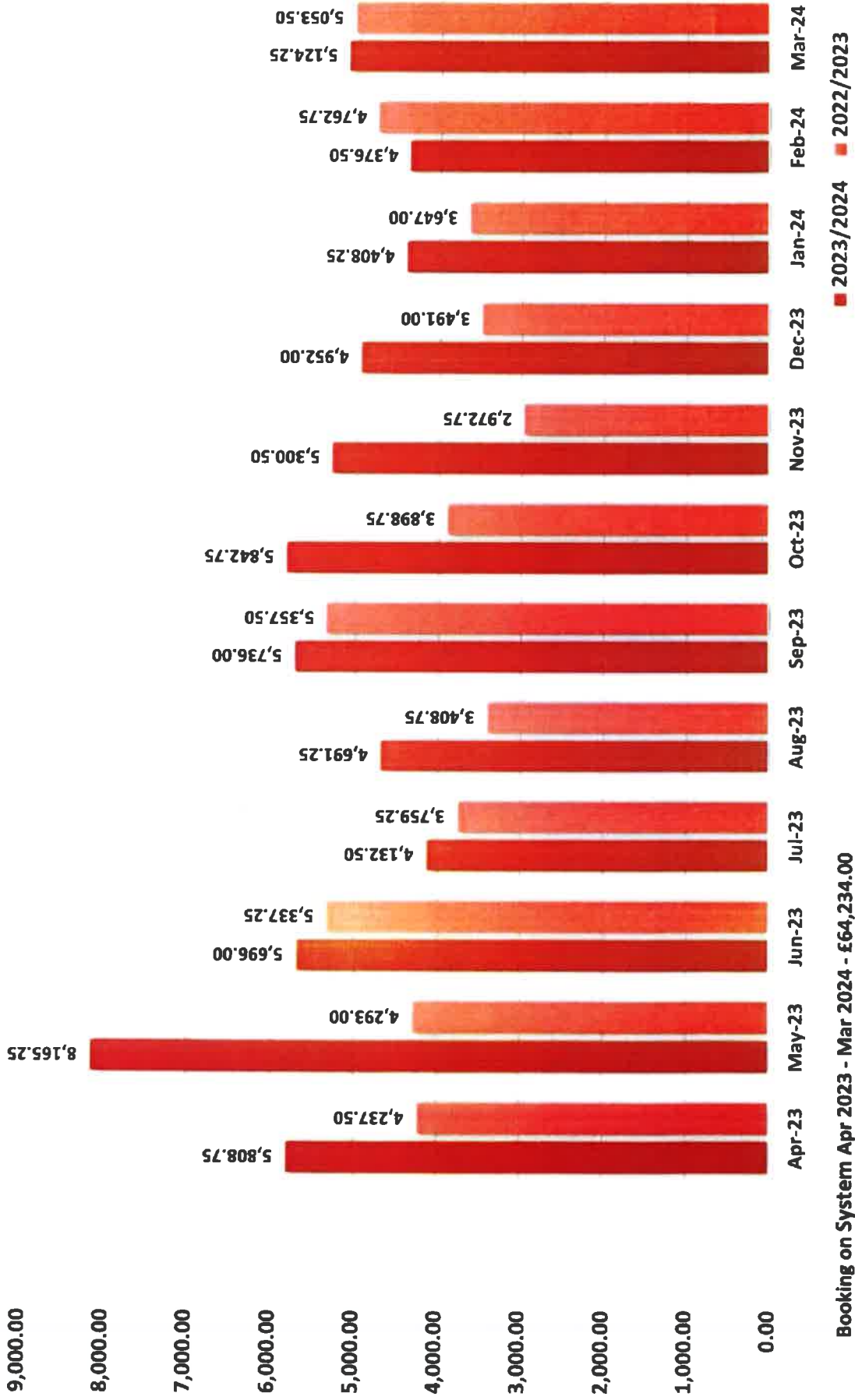
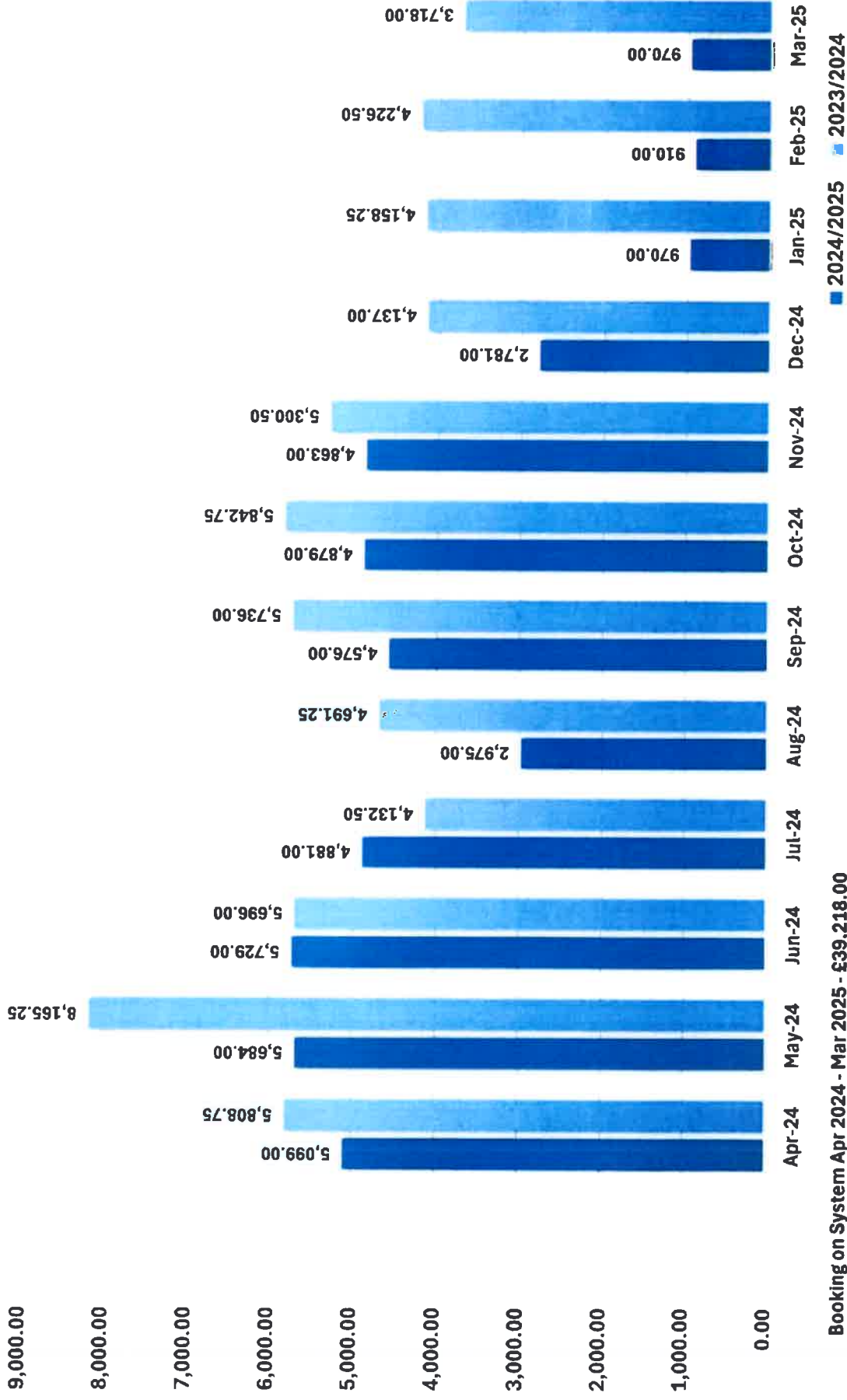


# Romsey Town Hall Booking Income 2023 - 2024 - date compiled 20.3.24





# Romsey Town Hall Booking Income 2024 - 2025 - date compiled 20.3.24



Booking on System Apr 2024 - Mar 2025 - £39,218.00



## Detailed Balance Sheet - Excluding Stock Movement

Month 12 Date 31/03/2024

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
<u>Current Assets</u>		
100	Trade Debtors	(576)
103	Prepayments	4,070
105	VAT	7,255
115	REPC VAT Recoverable	2,395
116	Accrued Interest Receivable	354
120	Bar Stock	1,355
201	Lloyds Current Account	342,751
202	Building Managers Imprest A/c	289
204	TSB Deposit A/c	2,358
212	Mayors Charity A/c	7,003
215	War Horse A/c 35433560	14,695
221	REPC TSB Accounts	309,482
230	Bar Float	300
250	CCLA PSDF - REPC	85,000
<b>Total Current Assets</b>		<b>776,730</b>
<u>Current Liabilities</u>		
500	Trade Creditors - CHQ	3,869
506	Retentions Payable	1,031
510	Accruals	11,158
515	PAYE and NI Due	3,931
516	Superannuation Due	3,195
534	Mayors Charity Control Acct	7,003
550	Awbridge PC - REPC	19,298
560	Income in Advance	3,000
561	Booking Deposits	65
562	Damage Deposits	400
<b>Total Current Liabilities</b>		<b>52,949</b>
<b>Net Current Assets</b>		<b>723,781</b>
<b>Total Assets less Current Liabilities</b>		<b>723,781</b>

Represented by :-

301	Current Year Fund	20,268
310	General Reserve	165,147
311	REPC General Reserve	47,667
321	EMR Allotment Fund SR	6,789
336	EMR Town Hall Major Mainten'ce	38,997
337	EMR Town Hall Equipment	6,667
339	EMR Marshals In Romsey	245
340	EMR Elections	7,000
343	EMR Romsey Website	2,812
345	EMR War Horse Fund	11,347
346	EMR Christmas Lights	5,306
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	1,564
356	EMR Romsey Emergency Plan	2,309

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2024

Month No: 12

## 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
<b>101 Administration</b>								
1070 Income - Planning Clerk	0	224	0	(224)			0.0%	
1114 Income - Miscellaneous	0	313	0	(313)			0.0%	
Administration :- Income	<b>0</b>	<b>537</b>	<b>0</b>	<b>(537)</b>				<b>0</b>
4001 Salaries	5,276	63,095	82,980	19,885		19,885	76.0%	
4002 Employers N.I	519	6,197	7,456	1,259		1,259	83.1%	
4003 Employers superann	859	10,332	11,810	1,278		1,278	89.0%	
4006 Contract Accountancy Costs	1,569	8,247	7,000	(1,247)		(1,247)	117.8%	
4009 Staff Travel	0	47	50	3		3	93.6%	
4013 Website Admin	45	697	350	(347)		(347)	199.2%	
4020 Staff Training	0	48	300	252		252	16.0%	
4040 Recruitment Advertisements	0	0	150	150		150	0.0%	
4512 Telephone	273	1,784	1,800	16		16	99.1%	
4513 Postage	149	513	1,000	487		487	51.3%	
4514 Stationery	103	786	1,000	214		214	78.6%	
4515 Photocopying	250	3,286	2,600	(686)		(686)	126.4%	
5012 Council Offices in Town Hall	1,000	12,000	12,000	0		0	100.0%	
5250 Subscriptions	0	2,971	2,600	(371)		(371)	114.3%	
5260 Outsourced Payroll	139	916	1,000	84		84	91.6%	
5270 I T & Computer Costs	(1,473)	18,709	19,232	523		523	97.3%	
5291 Professional Fees -RE Merger	0	150	0	(150)		(150)	0.0%	
Administration :- Indirect Expenditure	<b>8,709</b>	<b>129,777</b>	<b>151,128</b>	<b>21,351</b>	<b>0</b>	<b>21,351</b>	<b>85.9%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(8,709)</b>	<b>(129,240)</b>	<b>(151,128)</b>	<b>(21,888)</b>				
<b>103 Grants</b>								
5890 Community Grants	250	5,500	8,500	3,000		3,000	64.7%	
5893 Community Grant - Bandstand	0	0	1,000	1,000		1,000	0.0%	
6100 Arts Festival	0	0	1,000	1,000		1,000	0.0%	
Grants :- Indirect Expenditure	<b>250</b>	<b>5,500</b>	<b>10,500</b>	<b>5,000</b>	<b>0</b>	<b>5,000</b>	<b>52.4%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(250)</b>	<b>(5,500)</b>	<b>(10,500)</b>	<b>(5,000)</b>				
<b>104 Civic</b>								
1011 Income - Donations	0	234	0	(234)			0.0%	
Civic :- Income	<b>0</b>	<b>234</b>	<b>0</b>	<b>(234)</b>				<b>0</b>
4001 Salaries	0	318	500	182		182	63.6%	
4043 Council Newsletter	0	1,686	7,400	5,714		5,714	22.8%	
5011 Council Use of Town Hall	0	0	2,000	2,000		2,000	0.0%	
6502 Members training	0	375	400	25		25	93.7%	

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2024

Month No: 12

## 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
6550 Meetings Advertisements	0	100	0	(100)		(100)	0.0%	
6750 Mayors Allowance	0	500	500	0		0	100.0%	
6760 Town Crier	0	55	450	395		395	12.2%	
6761 Mace Bearer	0	0	195	195		195	0.0%	
6762 Civic Costs	539	4,468	3,500	(968)		(968)	127.7%	
6766 WW1 Plaque	0	467	0	(467)		(467)	0.0%	
7355 Tfr from Earmarked Reserves	0	(234)	0	234		234	0.0%	
<b>Civic :- Indirect Expenditure</b>	<b>539</b>	<b>7,735</b>	<b>14,945</b>	<b>7,210</b>	<b>0</b>	<b>7,210</b>	<b>51.8%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(539)</b>	<b>(7,502)</b>	<b>(14,945)</b>	<b>(7,443)</b>				
<b>105 Finance</b>								
1176 Precept	0	473,455	473,455	0			100.0%	
1190 Interest Received	4,161	11,628	50	(11,576)			23252.3	
<b>Finance :- Income</b>	<b>4,161</b>	<b>485,081</b>	<b>473,505</b>	<b>(11,576)</b>			<b>102.4%</b>	<b>0</b>
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	2,050	4,125	2,220	(1,905)		(1,905)	185.8%	
5280 Bank Charges	20	213	400	187		187	53.4%	
5282 Card Reader Charges	0	7	0	(7)		(7)	0.0%	
5290 Legal & Professional Fees	1,000	1,750	500	(1,250)		(1,250)	350.0%	
5400 Elections	0	19,331	6,000	(13,331)		(13,331)	322.2%	
7240 Tfr to EMR Elections	7,000	13,000	0	(13,000)		(13,000)	0.0%	
7340 Tfr from EMR Elections	0	(14,757)	0	14,757		14,757	0.0%	
7350 Tfr to Earmarked Reserves	0	53,134	53,134	0		0	100.0%	
<b>Finance :- Indirect Expenditure</b>	<b>10,070</b>	<b>84,931</b>	<b>68,754</b>	<b>(16,177)</b>	<b>0</b>	<b>(16,177)</b>	<b>123.5%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(5,909)</b>	<b>400,150</b>	<b>404,751</b>	<b>4,601</b>				
<b>107 Market</b>								
1030 Income - Market Stalls	0	5,510	6,000	491			91.8%	
<b>Market :- Income</b>	<b>0</b>	<b>5,510</b>	<b>6,000</b>	<b>491</b>			<b>91.8%</b>	<b>0</b>
5250 Subscriptions	0	0	400	400		400	0.0%	
<b>Market :- Indirect Expenditure</b>	<b>0</b>	<b>0</b>	<b>400</b>	<b>400</b>	<b>0</b>	<b>400</b>	<b>0.0%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>0</b>	<b>5,510</b>	<b>5,600</b>	<b>91</b>				
<b>110 Town Hall</b>								
1001 Income - Rental	0	10,000	11,200	1,200			89.3%	
1002 Income - Bookings	9,982	66,485	38,000	(28,485)			175.0%	

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2024

Month No: 12

## 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
1003 Town Council Office Rent	1,000	12,000	12,000	0			100.0%	
1015 Income - Tea/Coffee	25	25	50	25			50.0%	
1020 Income - Cleaning	78	624	624	0			100.0%	
1022 Income - Councils own hirings	0	0	4,050	4,050			0.0%	
1114 Income - Miscellaneous	25	25	0	(25)			0.0%	
<b>Town Hall :- Income</b>	<b>11,110</b>	<b>89,159</b>	<b>65,924</b>	<b>(23,235)</b>			<b>135.2%</b>	<b>0</b>
4001 Salaries	6,644	79,298	70,767	(8,531)		(8,531)	112.1%	
4002 Employers N.I	490	6,085	4,866	(1,219)		(1,219)	125.1%	
4003 Employers superann	965	11,668	12,582	914		914	92.7%	
4005 Holiday Cleaning	0	352	660	308		308	53.4%	
4008 Function Attendants & Casuals	1,081	18,212	9,500	(8,712)		(8,712)	191.7%	
4010 Wages - Maintenance	797	9,561	9,838	277		277	97.2%	
4020 Staff Training	0	0	1,200	1,200		1,200	0.0%	
4030 Uniforms	225	300	300	0		0	100.0%	
4501 Janitorial	0	1,407	1,200	(207)		(207)	117.3%	
4504 Catering Costs	20	39	100	61		61	38.9%	
4505 Health and Safety	0	381	1,000	619		619	38.1%	
4510 Rates	0	24,047	22,400	(1,647)		(1,647)	107.4%	
4511 Utilities	2,938	13,911	11,000	(2,911)		(2,911)	126.5%	
4514 Stationery	0	153	0	(153)		(153)	0.0%	
4520 Licences	67	1,210	2,450	1,240		1,240	49.4%	
4572 Long Term Building Repairs	0	0	20,000	20,000		20,000	0.0%	
4751 Maintenance External	0	36,881	1,500	(35,381)		(35,381)	2458.8%	
4800 Maintenance Internal	3,423	12,426	12,000	(426)		(426)	103.6%	
4850 Furniture/Equipment Purchased	4,092	7,802	4,000	(3,802)		(3,802)	195.1%	
4851 Fixed Cost Maintenance	81	5,634	8,000	2,366		2,366	70.4%	
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 IT & Computer Costs	0	354	500	146		146	70.7%	
6014 Hanging baskets/Xmas Trees	0	205	700	495		495	29.3%	
7150 Loan Capital + Interest	0	4,952	4,952	0		0	100.0%	
7152 Lift Loan Capital + Interest	0	5,144	5,150	6		6	99.9%	
7350 Tfr to Earmarked Reserves	20,000	20,000	0	(20,000)		(20,000)	0.0%	
7355 Tfr from Earmarked Reserves	(3,946)	(18,545)	0	18,545		18,545	0.0%	
<b>Town Hall :- Indirect Expenditure</b>	<b>36,876</b>	<b>241,478</b>	<b>207,165</b>	<b>(34,313)</b>	<b>0</b>	<b>(34,313)</b>	<b>116.6%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(25,766)</b>	<b>(152,319)</b>	<b>(141,241)</b>	<b>11,078</b>				
<b>111 Town Hall Bar</b>								
1013 Income - Bar Sales	375	4,788	2,600	(2,188)			184.1%	



## Detailed Income &amp; Expenditure by Budget Heading 31/03/2024

Month No: 12

## 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
3004 Corkage	0	274	0	(274)			0.0%	
Town Hall Bar :- Income	<u>375</u>	<u>5,062</u>	<u>2,600</u>	<u>(2,462)</u>			<u>194.7%</u>	<u>0</u>
3000 Bar Purchases	69	2,175	1,300	(875)		(875)	167.3%	
Town Hall Bar :- Direct Expenditure	<u>69</u>	<u>2,175</u>	<u>1,300</u>	<u>(875)</u>	<u>0</u>	<u>(875)</u>	<u>167.3%</u>	<u>0</u>
4001 Salaries	0	0	750	750		750	0.0%	
4304 Damaged Stock	17	32	0	(32)		(32)	0.0%	
4305 Stocktaking	150	150	260	110		110	57.7%	
4850 Furniture/Equipment Purchased	18	352	0	(352)		(352)	0.0%	
5282 Card Reader Charges	3	33	0	(33)		(33)	0.0%	
Town Hall Bar :- Indirect Expenditure	<u>188</u>	<u>567</u>	<u>1,010</u>	<u>443</u>	<u>0</u>	<u>443</u>	<u>56.2%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>118</u>	<u>2,319</u>	<u>290</u>	<u>(2,029)</u>				
<u>112 Town Hall Film Shows</u>								
1051 Income - Film Refreshments	22	129	150	21			86.1%	
1053 Income - Film Tickets	925	7,148	12,000	4,852			59.6%	
Town Hall Film Shows :- Income	<u>947</u>	<u>7,278</u>	<u>12,150</u>	<u>4,872</u>			<u>59.9%</u>	<u>0</u>
4008 Function Attendants & Casuals	148	1,497	2,500	1,003		1,003	59.9%	
4950 Film Hire/Purchases	417	4,159	5,900	1,741		1,741	70.5%	
4951 Film Refreshment Costs	3	52	150	98		98	34.7%	
5282 Card Reader Charges	9	86	400	315		315	21.4%	
Town Hall Film Shows :- Indirect Expenditure	<u>578</u>	<u>5,794</u>	<u>8,950</u>	<u>3,156</u>	<u>0</u>	<u>3,156</u>	<u>64.7%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>369</u>	<u>1,484</u>	<u>3,200</u>	<u>1,716</u>				
<u>120 Allotments - Southampton Rd</u>								
1000 Income - General	0	3,625	2,705	(920)			134.0%	
Allotments - Southampton Rd :- Income	<u>0</u>	<u>3,625</u>	<u>2,705</u>	<u>(920)</u>			<u>134.0%</u>	<u>0</u>
4509 Water Rates	0	564	750	186		186	75.2%	
5250 Subscriptions	0	55	55	0		0	100.0%	
5300 Rent - Broadlands	0	1,100	1,100	0		0	100.0%	
5309 Maintenance Equipment	0	7	150	143		143	4.5%	
5311 Hedge Cutting	0	0	220	220		220	0.0%	
5312 Pest Control	0	0	250	250		250	0.0%	
5315 Sundries Allotments	94	127	180	53		53	70.8%	
Allotments - Southampton Rd :- Indirect Expenditure	<u>94</u>	<u>1,854</u>	<u>2,705</u>	<u>851</u>	<u>0</u>	<u>851</u>	<u>68.5%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>(94)</u>	<u>1,771</u>	<u>0</u>	<u>(1,771)</u>				

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2024

Month No: 12

## 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
<b>121 Allotments - Kings Chase</b>								
1000 Income - General	0	1,095	900	(195)			121.7%	
Allotments - Kings Chase :- Income	<u>0</u>	<u>1,095</u>	<u>900</u>	<u>(195)</u>			<u>121.7%</u>	<u>0</u>
5282 Card Reader Charges	0	1	0	(1)		(1)	0.0%	
5305 Room Hire	0	37	0	(37)		(37)	0.0%	
5309 Maintenance Equipment	0	3,793	0	(3,793)		(3,793)	0.0%	
Allotments - Kings Chase :- Indirect Expenditure	<u>0</u>	<u>3,830</u>	<u>0</u>	<u>(3,830)</u>	<u>0</u>	<u>(3,830)</u>		<u>0</u>
<b>Net Income over Expenditure</b>	<u>0</u>	<u>(2,735)</u>	<u>900</u>	<u>3,635</u>				
<b>125 Town Centre Management</b>								
1071 Income - Salary Recharge (TV)	0	9,541	10,000	459			95.4%	
1109 Income - ShopAppy	0	23	0	(23)			0.0%	
Town Centre Management :- Income	<u>0</u>	<u>9,564</u>	<u>10,000</u>	<u>436</u>			<u>95.6%</u>	<u>0</u>
4001 Salaries	3,310	39,702	41,178	1,476		1,476	96.4%	
4002 Employers N.I	346	4,152	3,958	(194)		(194)	104.9%	
4003 Employers superann	699	8,386	8,746	360		360	95.9%	
4500 Town Centre Management	443	1,000	1,000	0		0	100.0%	
4512 Telephone	10	127	250	123		123	50.8%	
5405 Town Centre Events	0	98	0	(98)		(98)	0.0%	
Town Centre Management :- Indirect Expenditure	<u>4,809</u>	<u>53,464</u>	<u>55,132</u>	<u>1,668</u>	<u>0</u>	<u>1,668</u>	<u>97.0%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>(4,809)</u>	<u>(43,900)</u>	<u>(45,132)</u>	<u>(1,232)</u>				
<b>126 Woodley Village Hall</b>								
1080 Income - Woodley V H Rent	0	5	5	0			100.0%	
Woodley Village Hall :- Income	<u>0</u>	<u>5</u>	<u>5</u>	<u>0</u>			<u>100.0%</u>	<u>0</u>
4572 Long Term Building Repairs	1,196	3,667	0	(3,667)		(3,667)	0.0%	
Woodley Village Hall :- Indirect Expenditure	<u>1,196</u>	<u>3,667</u>	<u>0</u>	<u>(3,667)</u>	<u>0</u>	<u>(3,667)</u>		<u>0</u>
<b>Net Income over Expenditure</b>	<u>(1,196)</u>	<u>(3,662)</u>	<u>5</u>	<u>3,667</u>				
<b>130 Environmental</b>								
1601 Lengthman Contributions	0	6,000	0	(6,000)			0.0%	
Environmental :- Income	<u>0</u>	<u>6,000</u>	<u>0</u>	<u>(6,000)</u>				<u>0</u>
4511 Utilities	155	(1,306)	400	1,706		1,706	(326.5%)	
4601 Lengthsman	1,642	1,642	1,200	(442)		(442)	136.8%	
4602 Speedwatch	753	2,323	1,000	(1,323)		(1,323)	232.3%	

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2024

Month No: 12

## 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
4603 Grounds Maintenance	653	3,873	3,500	(373)		(373)	110.7%	
4605 Other/Projects	0	0	2,700	2,700		2,700	0.0%	
6009 Land at the Star Maintenance	0	100	400	300		300	25.0%	
6010 Bus Shelters	529	3,770	2,600	(1,170)		(1,170)	145.0%	
6011 Town Seats	550	550	550	0		0	100.0%	
6012 Street Lights	600	1,151	2,000	849		849	57.5%	
6015 Signs	0	513	500	(13)		(13)	102.5%	
6022 Planting for ComMarket	0	11	400	389		389	2.8%	
6023 Drinking Water Fountain	0	28	200	172		172	14.0%	
6025 Bollard/St Furn Mtce	0	0	400	400		400	0.0%	
6026 Bunting	0	5,576	550	(5,026)		(5,026)	1013.8%	
6027 Wilder Romsey	(1,152)	(1,152)	0	1,152		1,152	0.0%	
7350 Tfr to Earmarked Reserves	1,152	1,152	0	(1,152)		(1,152)	0.0%	
<b>Environmental :- Indirect Expenditure</b>	<b>4,881</b>	<b>18,230</b>	<b>16,400</b>	<b>(1,830)</b>	<b>0</b>	<b>(1,830)</b>	<b>111.2%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(4,881)</b>	<b>(12,230)</b>	<b>(16,400)</b>	<b>(4,170)</b>				
<b>135 Marshalls</b>								
1103 Income - Marshalls Donations	0	400	0	(400)			0.0%	
<b>Marshalls :- Income</b>	<b>0</b>	<b>400</b>	<b>0</b>	<b>(400)</b>				<b>0</b>
5103 Marshalls In Romsey	0	177	400	223		223	44.3%	
<b>Marshalls :- Indirect Expenditure</b>	<b>0</b>	<b>177</b>	<b>400</b>	<b>223</b>	<b>0</b>	<b>223</b>	<b>44.3%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>0</b>	<b>223</b>	<b>(400)</b>	<b>(623)</b>				
<b>140 Planning</b>								
5011 Council Use of Town Hall	0	0	1,000	1,000		1,000	0.0%	
<b>Planning :- Indirect Expenditure</b>	<b>0</b>	<b>0</b>	<b>1,000</b>	<b>1,000</b>	<b>0</b>	<b>1,000</b>	<b>0.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>0</b>	<b>(1,000)</b>	<b>(1,000)</b>				
<b>160 War Horse Fund</b>								
1190 Interest Received	16	155	0	(155)			0.0%	
<b>War Horse Fund :- Income</b>	<b>16</b>	<b>155</b>	<b>0</b>	<b>(155)</b>				<b>0</b>
4855 War Horse Fund Expenses	0	160	160	0		0	100.0%	
7350 Tfr to Earmarked Reserves	16	155	0	(155)		(155)	0.0%	
7355 Tfr from Earmarked Reserves	0	(160)	(160)	0		0	100.0%	
<b>War Horse Fund :- Indirect Expenditure</b>	<b>16</b>	<b>155</b>	<b>0</b>	<b>(155)</b>	<b>0</b>	<b>(155)</b>		<b>0</b>
<b>Net Income over Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>				

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2024

Month No: 12

## 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
<b>170 Christmas Lights Fund</b>								
1009 Income - Grants	0	0	2,000	2,000			0.0%	
1011 Income - Donations	0	2,000	0	(2,000)			0.0%	
<b>Christmas Lights Fund :- Income</b>	<b>0</b>	<b>2,000</b>	<b>2,000</b>	<b>0</b>			<b>100.0%</b>	<b>0</b>
4001 Salaries	0	101	0	(101)		(101)	0.0%	
6764 Christmas in Romsey	0	27,789	32,000	4,211		4,211	86.8%	
6765 Christmas Light Refurb	0	2,905	4,000	1,095		1,095	72.6%	
7350 Tfr to Earmarked Reserves	5,306	5,306	0	(5,306)		(5,306)	0.0%	
<b>Christmas Lights Fund :- Indirect Expenditure</b>	<b>5,306</b>	<b>36,101</b>	<b>36,000</b>	<b>(101)</b>	<b>0</b>	<b>(101)</b>	<b>100.3%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(5,306)</b>	<b>(34,101)</b>	<b>(34,000)</b>	<b>101</b>				
<b>Grand Totals:- Income</b>	<b>16,609</b>	<b>615,704</b>	<b>575,789</b>	<b>(39,915)</b>			<b>106.9%</b>	
<b>Expenditure</b>	<b>73,581</b>	<b>595,436</b>	<b>575,789</b>	<b>(19,647)</b>	<b>0</b>	<b>(19,647)</b>	<b>103.4%</b>	
<b>Net Income over Expenditure</b>	<b>(56,973)</b>	<b>20,268</b>	<b>0</b>	<b>(20,268)</b>				
<b>Movement to/(from) Gen Reserve</b>	<b>(56,973)</b>	<b>20,268</b>						

## Summary Income &amp; Expenditure by Budget Heading 31/03/2024

Month No: 12

## 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	537	0	(537)			0.0%
	Expenditure	8,709	129,777	151,128	21,351		21,351	85.9%
	Movement to/(from) Gen Reserve	<u>(8,709)</u>	<u>(129,240)</u>					
103 Grants	Expenditure	250	5,500	10,500	5,000		5,000	52.4%
104 Civic	Income	0	234	0	(234)			0.0%
	Expenditure	539	7,735	14,945	7,210		7,210	51.8%
	Movement to/(from) Gen Reserve	<u>(539)</u>	<u>(7,502)</u>					
105 Finance	Income	4,161	485,081	473,505	(11,576)			102.4%
	Expenditure	10,070	84,931	68,754	(16,177)		(16,177)	123.5%
	Movement to/(from) Gen Reserve	<u>(5,909)</u>	<u>400,150</u>					
107 Market	Income	0	5,510	6,000	491			91.8%
	Expenditure	0	0	400	400		400	0.0%
	Movement to/(from) Gen Reserve	<u>0</u>	<u>5,510</u>					
110 Town Hall	Income	11,110	89,159	65,924	(23,235)			135.2%
	Expenditure	36,876	241,478	207,165	(34,313)		(34,313)	116.6%
	Movement to/(from) Gen Reserve	<u>(25,766)</u>	<u>(152,319)</u>					
111 Town Hall Bar	Income	375	5,062	2,600	(2,462)			194.7%
	Expenditure	257	2,743	2,310	(433)		(433)	118.7%
	Movement to/(from) Gen Reserve	<u>118</u>	<u>2,319</u>					
112 Town Hall Film Shows	Income	947	7,278	12,150	4,872			59.9%
	Expenditure	578	5,794	8,950	3,156		3,156	64.7%
	Movement to/(from) Gen Reserve	<u>369</u>	<u>1,484</u>					
120 Allotments - Southampton Rd	Income	0	3,625	2,705	(920)			134.0%
	Expenditure	94	1,854	2,705	851		851	68.5%
	Movement to/(from) Gen Reserve	<u>(94)</u>	<u>1,771</u>					
121 Allotments - Kings Chase	Income	0	1,095	900	(195)			121.7%
	Expenditure	0	3,830	0	(3,830)		(3,830)	0.0%
	Movement to/(from) Gen Reserve	<u>0</u>	<u>(2,735)</u>					
125 Town Centre Management	Income	0	9,564	10,000	436			95.6%
	Expenditure	4,809	53,464	55,132	1,668		1,668	97.0%
	Movement to/(from) Gen Reserve	<u>(4,809)</u>	<u>(43,900)</u>					
126 Woodley Village Hall	Income	0	5	5	0			100.0%
	Expenditure	1,196	3,667	0	(3,667)		(3,667)	0.0%
	Movement to/(from) Gen Reserve	<u>(1,196)</u>	<u>(3,662)</u>					
130 Environmental	Income	0	6,000	0	(6,000)			0.0%
	Expenditure	4,881	18,230	16,400	(1,830)		(1,830)	111.2%
	Movement to/(from) Gen Reserve	<u>(4,881)</u>	<u>(12,230)</u>					
135 Marshalls	Income	0	400	0	(400)			0.0%
	Expenditure	0	177	400	223		223	44.3%
	Movement to/(from) Gen Reserve	<u>0</u>	<u>223</u>					
140 Planning	Expenditure	0	0	1,000	1,000		1,000	0.0%

## Summary Income &amp; Expenditure by Budget Heading 31/03/2024

Month No: 12

## Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
160 War Horse Fund	Income	16	155	0	(155)			0.0%
	Expenditure	16	155	0	(155)		(155)	0.0%
	Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>					
170 Christmas Lights Fund	Income	0	2,000	2,000	0			100.0%
	Expenditure	5,306	36,101	36,000	(101)		(101)	100.3%
	Movement to/(from) Gen Reserve	<u>(5,306)</u>	<u>(34,101)</u>					
<b>Grand Totals:- Income</b>		<b>16,609</b>	<b>615,704</b>	<b>575,789</b>	<b>(39,915)</b>			<b>106.9%</b>
<b>Expenditure</b>		<b>73,581</b>	<b>595,436</b>	<b>575,789</b>	<b>(19,647)</b>	<b>0</b>	<b>(19,647)</b>	<b>103.4%</b>
<b>Net Income over Expenditure</b>		<b><u>(56,973)</u></b>	<b><u>20,268</u></b>	<b><u>0</u></b>	<b><u>(20,268)</u></b>			
<b>Movement to/(from) Gen Reserve</b>		<b><u>(56,973)</u></b>	<b><u>20,268</u></b>					

**Romsey Town Council**  
**DRAFT Budget Report to 31st March 2024**

**General Notes:**

Attached are the draft summary income & expenditure report for month 12 to March 2024. This report shows a current year surplus of income over expenditure of £20,268 which includes the precept which was received on 12th April 2023 & 25th September 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 £723,781: (this is now including REPC)

This is made up of the following -

Current Year Surplus	£20,268
General Reserve Brought Forward	£165,147
Other Earmarked Reserves	£538,366
<b>Total</b>	<b>£723,781</b>

The budget is analysed and phased over the year and the percentage of budget if analysed evenly over the year to date is 103.4% but members are reminded that income & expenditure rarely follows this pattern over the year.

Total expenditure for month 12 was 103.4% 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**

<b>101</b>		<b>Administration</b>
Month Budget	£12,594	
Actual	£8,709	
Under/(Over)	£3,885	

Year to Date Budget	£151,128
Actual	£129,777
% of Budget Used	85.87%

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

No further concerns.

<b>103</b>		<b>Grants</b>

No further concerns.

<b>104</b>		<b>Civic</b>

No further concerns.

<b>105</b>		<b>Finance</b>

Expenditure to date is at 108.9%

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

Annual Budget £53,134 transferred to Earmarked Reserve Projects in month 8, November 2023.

Due to a surplus for the year, a further £7000 has been transferred to Elections Earmarked Reserve

No further concerns.

<b>107</b>		<b>Market</b>

No further concerns.

**Romsey Town Council**  
**DRAFT Budget Report to 31st March 2024**

**Analysis by Cost Centre (Continued)**

<b>110</b>	<b>Town Hall</b>
Month Budget	£17,264
Actual	£36,876
Under/(Over)	-£19,612

Year to Date Budget	£207,165
Actual	£241,478
% of Budget Used	116.56%

1st Loan repayment made in April 2023 & 1st Loan repayment for Lift was made in June 2023.  
 2nd Loan repayment made in November 2023  
 2nd Loan repayment for the lift made in January 2024  
 £20.4k spent on Roof Repairs for Townhall  
 £20000 unspent budget on Long Term Building Repairs has been transferred to Earmarked Reserve

**111**      **Town Hall Bar**

No further concerns.

**112**      **Town Hall Film Shows**

No further concerns.

**120**      **Allotments - Southampton Road**

No concerns.

**121**      **Allotments - Kings Chase**

Fernden charges for works at Ganger Farm totalling £3340

**125**      **Town Centre Management**

No further concerns.

**126**      **Woodley Village Hall**

No concerns.

**130**      **Environmental**

No concerns.

**135**      **Marshalls**

No concerns.

**140**      **Planning**

No concerns.

**160**      **War Horse Fund**

No concerns.

**170**      **Christmas Lights Fund**

No concerns.



Annual Budget - By Centre (Actual YTD Month 12)

Note: Proposed Budget 2024/25 (Incorporating Romsey Extra)

	2022/23 (Romsey Town)				2023/24 (Town and Extra)				2024/25 (Town and Extra)			
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward	
<b>101 Administration</b>												
1008 Income - Photocopying	0	16	0	0	0	0	0	0	0	0	0	
1070 Income - Planning Clerk	1,575	1,601	0	0	0	0	0	224	0	0	0	
1073 Income - Romsey Extra Clerk	0	2,652	0	0	0	0	0	0	0	0	0	
1114 Income - Miscellaneous	0	0	0	0	0	0	0	313	0	0	0	
<b>Total Income</b>	<b>1,575</b>	<b>4,269</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>537</b>	<b>0</b>	<b>0</b>	<b>0</b>	
4001 Salaries	61,250	58,260	0	0	82,980	0	82,980	63,095	77,000	0	0	
4002 Employers N.I	5,650	5,782	0	0	7,456	0	7,456	6,197	7,000	0	0	
4003 Employers superann	9,650	9,889	0	0	11,610	0	11,610	10,332	12,900	0	0	
4006 Contract Accountancy Costs	7,000	4,553	0	0	7,000	0	7,000	7,156	7,000	0	0	
4009 Staff Travel	50	45	0	0	50	0	50	47	50	0	0	
4013 Website Admin	350	448	0	0	350	0	350	697	700	0	0	
4020 Staff Training	300	49	0	0	300	0	300	48	300	0	0	
4040 Recruitment Advertisements	150	0	0	0	150	0	150	0	150	0	0	
4512 Telephone	1,600	1,353	0	0	1,800	0	1,800	1,784	1,800	0	0	
4513 Postage	600	1,037	0	0	1,000	0	1,000	513	600	0	0	
4514 Stationery	850	992	0	0	1,000	0	1,000	786	1,000	0	0	
4515 Photocopying	2,600	2,925	0	0	2,600	0	2,600	3,286	3,000	0	0	
5012 Council Offices in Town Hall	12,000	12,000	0	0	12,000	0	12,000	12,000	12,000	0	0	
5250 Subscriptions	2,600	2,811	0	0	2,600	0	2,600	2,971	3,000	0	0	
5260 Outsourced Payroll	1,000	784	0	0	1,000	0	1,000	846	1,000	0	0	
5270 IT & Computer Costs	15,510	17,139	0	0	19,232	0	19,232	20,209	15,232	0	0	
5291 Professional Fees -RE Merger	0	1,970	0	0	0	0	0	150	0	0	0	

Continued on next page

Annual Budget - By Centre (Actual YTD Month 12)

Note: Proposed Budget 2024/25 (Incorporating Romsey Extra)

	2022/23 (Romsey Town)		2023/24 (Town and Extra)			2024/25 (Town and Extra)					
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
7355	Tfr from Earmarked Reserves	0	0	0	0	0	0	0	0	0	0
	<b>Overhead Expenditure</b>	121,160	120,037	0	0	151,128	0	130,117	142,732	0	0
	<b>Movement to/(from) Gen Reserve</b>	<u>(119,585)</u>	<u>(115,767)</u>			<u>(151,128)</u>		<u>(129,579)</u>	<u>(142,732)</u>		
<b>102</b>	<b>Mayors Charity</b>										
4515	Photocopying	0	0	0	0	0	0	250	0	0	0
	<b>Overhead Expenditure</b>	0	0	0	0	0	0	250	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	<u>0</u>	<u>0</u>			<u>0</u>		<u>(250)</u>	<u>0</u>		
<b>103</b>	<b>Grants</b>										
5890	Community Grants	4,000	3,995	0	0	8,500	0	5,500	8,500	0	0
5893	Community Grant - Bandstand	1,000	1,000	0	0	1,000	0	0	1,000	0	0
6100	Arts Festival	1,000	1,000	0	0	1,000	0	0	2,000	0	0
	<b>Overhead Expenditure</b>	6,000	5,995	0	0	10,500	0	5,500	11,500	0	0
	<b>Movement to/(from) Gen Reserve</b>	<u>(6,000)</u>	<u>(5,995)</u>			<u>(10,500)</u>		<u>(5,500)</u>	<u>(11,500)</u>		
<b>104</b>	<b>Civic</b>										
1011	Income - Donations	0	0	0	0	0	0	234	0	0	0
1116	Income - Town Crier	0	30	0	0	0	0	0	0	0	0
	<b>Total Income</b>	0	30	0	0	0	0	234	0	0	0
4001	Salaries	500	205	0	0	500	0	318	0	0	0
4043	Council Newsletter	2,400	3,030	0	0	7,400	0	1,686	4,000	0	0
5011	Council Use of Town Hall	2,000	0	0	0	2,000	0	0	2,000	0	0

Annual Budget - By Centre (Actual YTD Month 12)

Note: Proposed Budget 2024/25 (Incorporating Romsey Extra)

	2022/23 (Romsey Town)			2023/24 (Town and Extra)			2024/25 (Town and Extra)				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
6502 Members training	400	0	0	0	400	0	400	375	400	0	0
6550 Meetings Advertisements	50	0	0	0	0	0	0	100	100	0	0
6750 Mayors Allowance	500	490	0	0	500	0	500	500	500	0	0
6760 Town Crier	450	376	0	0	450	0	450	55	450	0	0
6761 Mace Bearer	195	195	0	0	195	0	195	0	195	0	0
6762 Civic Costs	2,500	3,538	0	0	3,500	0	3,500	4,468	4,000	0	0
6766 WW1 Plaque	0	1,970	0	0	0	0	0	467	0	0	0
7355 Trf from Earmarked Reserves	0	-1,970	0	0	0	0	0	-234	0	0	0
<b>Overhead Expenditure</b>	<b>8,995</b>	<b>7,834</b>	<b>0</b>	<b>0</b>	<b>14,945</b>	<b>0</b>	<b>14,945</b>	<b>7,735</b>	<b>11,645</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(8,995)</b>	<b>(7,804)</b>			<b>(14,945)</b>		<b>(14,945)</b>	<b>(7,502)</b>	<b>(11,645)</b>		
<b>105 Finance</b>											
1060 Income - CIL Receipt	0	1,092	0	0	0	0	0	0	0	0	0
1176 Precept	320,568	320,568	0	0	473,455	0	473,455	473,455	473,455	0	0
1190 Interest Received	50	576	0	0	50	0	50	11,272	3,000	0	0
<b>Total Income</b>	<b>320,618</b>	<b>322,237</b>	<b>0</b>	<b>0</b>	<b>473,505</b>	<b>0</b>	<b>473,505</b>	<b>484,727</b>	<b>476,455</b>	<b>0</b>	<b>0</b>
5011 Council Use of Town Hall	500	0	0	0	500	0	500	0	500	0	0
5251 Insurances	5,000	5,162	0	0	6,000	0	6,000	8,128	8,500	0	0
5271 Audit Fees	1,900	3,200	0	0	2,220	0	2,220	2,075	2,220	0	0
5280 Bank Charges	400	227	0	0	400	0	400	213	300	0	0
5282 Card Reader Charges	0	0	0	0	0	0	0	7	0	0	0
5290 Legal & Professional Fees	500	0	0	0	500	0	500	1,750	500	0	0
5400 Elections	5,000	0	0	0	6,000	0	6,000	19,331	0	0	0

Annual Budget - By Centre (Actual YTD Month 12)

Note: Proposed Budget 2024/25 (Incorporating Romsey Extra)

	2022/23 (Romsey Town)			2023/24 (Town and Extra)				2024/25 (Town and Extra)			
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
7240 Tfr to EMR Elections	0	0	0	0	0	0	0	6,000	5,000	0	0
7340 Tfr from EMR Elections	0	0	0	0	0	0	0	-14,757	0	0	0
7350 Tfr to Earmarked Reserves	0	1,092	0	0	53,134	0	53,134	53,134	28,346	0	0
<b>Overhead Expenditure</b>	13,300	9,682	0	0	68,754	0	68,754	75,881	45,366	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>307,318</u>	<u>312,555</u>			<u>404,751</u>		<u>404,751</u>	<u>408,846</u>	<u>431,089</u>		
<b>107 Market</b>											
1030 Income - Market Stalls	5,000	6,403	0	0	6,000	0	6,000	5,510	6,000	0	0
<b>Total Income</b>	5,000	6,403	0	0	6,000	0	6,000	5,510	6,000	0	0
5250 Subscriptions	0	0	0	0	400	0	400	0	400	0	0
<b>Overhead Expenditure</b>	0	0	0	0	400	0	400	0	400	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>5,000</u>	<u>6,403</u>			<u>5,600</u>		<u>5,600</u>	<u>5,510</u>	<u>5,600</u>		
<b>110 Town Hall</b>											
1001 Income - Rental	11,200	7,500	0	0	11,200	0	11,200	13,000	11,500	0	0
1002 Income - Bookings	35,000	56,663	0	0	38,000	0	38,000	66,485	50,000	0	0
1003 Town Council Office Rent	12,000	12,000	0	0	12,000	0	12,000	12,000	12,000	0	0
1015 Income - Tea/Coffee	50	0	0	0	50	0	50	25	0	0	0
1020 Income - Cleaning	624	468	0	0	624	0	624	624	624	0	0
1022 Income - Councils own hirings	4,050	0	0	0	4,050	0	4,050	0	4,050	0	0
1023 Income - Projector	150	0	0	0	0	0	0	0	0	0	0
1110 Income - Deposits Forfeited	0	320	0	0	0	0	0	0	0	0	0
1114 Income - Miscellaneous	0	0	0	0	0	0	0	25	0	0	0

Annual Budget - By Centre (Actual YTD Month 12)

Note: Proposed Budget 2024/25 (Incorporating Romsey Extra)

	2022/23 (Romsey Town)			2023/24 (Town and Extra)			2024/25 (Town and Extra)				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
<b>Total Income</b>	63,074	76,951	0	0	65,924	0	65,924	92,159	78,174	0	0
4001 Salaries	61,550	69,665	0	0	70,767	0	70,767	79,298	73,800	0	0
4002 Employers N.I	5,400	5,500	0	0	4,866	0	4,866	6,085	5,050	0	0
4003 Employers superann	9,950	10,440	0	0	12,582	0	12,582	11,668	11,600	0	0
4005 Holiday Cleaning	600	630	0	0	660	0	660	352	660	0	0
4008 Function Attendants & Casuals	9,000	12,691	0	0	9,500	0	9,500	18,212	15,000	0	0
4010 Wages - Maintenance	7,500	7,710	0	0	9,838	0	9,838	9,561	9,100	0	0
4020 Staff Training	1,200	60	0	0	1,200	0	1,200	0	1,200	0	0
4030 Uniforms	300	129	0	0	300	0	300	75	500	0	0
4501 Janitorial	1,100	884	0	0	1,200	0	1,200	1,407	1,500	0	0
4504 Catering Costs	100	35	0	0	100	0	100	39	100	0	0
4505 Health and Safety	1,000	70	0	0	1,000	0	1,000	381	1,000	0	0
4510 Rates	21,250	20,334	0	0	22,400	0	22,400	24,047	26,250	0	0
4511 Utilities	9,000	13,572	0	0	11,000	0	11,000	11,039	13,000	0	0
4514 Stationery	0	0	0	0	0	0	0	153	0	0	0
4520 Licences	2,450	1,168	0	0	2,450	0	2,450	1,210	2,450	0	0
4572 Long Term Building Repairs	20,000	0	0	0	20,000	0	20,000	0	20,000	0	0
4751 Maintenance External	1,500	20,629	0	0	1,500	0	1,500	36,881	15,000	0	0
4800 Maintenance Internal	10,000	7,073	0	0	12,000	0	12,000	9,426	12,000	0	0
4850 Furniture/Equipment Purchased	3,500	38,815	0	0	4,000	0	4,000	7,802	4,000	0	0
4851 Fixed Cost Maintenance	7,500	5,841	0	0	8,000	0	8,000	5,721	9,000	0	0
5011 Council Use of Town Hall	500	0	0	0	500	0	500	0	500	0	0
5220 Publicity & Marketing	2,000	0	0	0	2,000	0	2,000	0	2,000	0	0
5270 I T & Computer Costs	500	302	0	0	500	0	500	354	500	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 12)

Note: Proposed Budget 2024/25 (Incorporating Romsey Extra)

	2022/23 (Romsey Town)			2023/24 (Town and Extra)			2024/25 (Town and Extra)				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
6014	700	372	0	0	700	0	700	205	700	0	0
7150	4,952	4,952	0	0	4,952	0	4,952	4,952	4,952	0	0
7152	5,110	5,144	0	0	5,150	0	5,150	5,144	5,144	0	0
7350	0	6,667	0	0	0	0	0	0	0	0	0
7355	0	-30,625	0	0	0	0	0	-18,545	0	0	0
	<b>186,662</b>	<b>202,060</b>	0	0	<b>207,165</b>	0	<b>207,165</b>	<b>215,469</b>	<b>235,006</b>	0	0
	<b>(123,588)</b>	<b>(125,109)</b>			<b>(141,241)</b>		<b>(141,241)</b>	<b>(123,310)</b>	<b>(156,832)</b>		
<b>111</b>	<b>Town Hall Bar</b>										
1013	1,500	4,326	0	0	2,600	0	2,600	4,788	5,000	0	0
3004	0	0	0	0	0	0	0	274	0	0	0
	<b>1,500</b>	<b>4,326</b>	0	0	<b>2,600</b>	0	<b>2,600</b>	<b>5,062</b>	<b>5,000</b>	0	0
<b>3000</b>	<b>750</b>	<b>1,245</b>	0	0	<b>1,300</b>	0	<b>1,300</b>	<b>2,175</b>	<b>2,500</b>	0	0
	<b>750</b>	<b>1,245</b>	0	0	<b>1,300</b>	0	<b>1,300</b>	<b>2,175</b>	<b>2,500</b>	0	0
<b>4001</b>	<b>450</b>	<b>2,141</b>	0	0	<b>750</b>	0	<b>750</b>	<b>0</b>	<b>750</b>	0	0
4304	0	43	0	0	0	0	0	32	0	0	0
4305	250	150	0	0	260	0	260	150	260	0	0
4850	500	-382	0	0	0	0	0	352	0	0	0
5282	0	22	0	0	0	0	0	33	30	0	0
	<b>1,200</b>	<b>1,974</b>	0	0	<b>1,010</b>	0	<b>1,010</b>	<b>567</b>	<b>1,040</b>	0	0
	<b>(450)</b>	<b>1,107</b>			<b>290</b>		<b>290</b>	<b>2,319</b>	<b>1,460</b>		
<b>112</b>	<b>Town Hall Film Shows</b>										

Annual Budget - By Centre (Actual YTD Month 12)

Note: Proposed Budget 2024/25 (Incorporating Romsey Extra)

	2022/23 (Romsey Town)			2023/24 (Town and Extra)			2024/25 (Town and Extra)					
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward	
1051	Income - Film Refreshments	250	148	0	0	150	0	150	129	150	0	0
1053	Income - Film Tickets	12,000	10,510	0	0	12,000	0	12,000	7,148	6,000	0	0
	<b>Total Income</b>	12,250	10,658	0	0	12,150	0	12,150	7,278	6,150	0	0
4008	Function Attendants & Casuals	2,500	2,032	0	0	2,500	0	2,500	1,497	2,500	0	0
4850	Furniture/Equipment Purchased	0	191	0	0	0	0	0	0	0	0	0
4950	Film Hire/Purchases	5,900	3,784	0	0	5,900	0	5,900	4,159	4,000	0	0
4951	Film Refreshment Costs	250	46	0	0	150	0	150	52	0	0	0
5282	Card Reader Charges	0	436	0	0	400	0	400	86	100	0	0
	<b>Overhead Expenditure</b>	8,650	6,489	0	0	8,950	0	8,950	5,794	6,600	0	0
	<b>Movement to/(from) Gen Reserve</b>	3,600	4,170			3,200		3,200	1,484	(450)		
<b>120</b>	<b>Allotments - Southampton Rd</b>											
1000	Income - General	2,705	3,380	0	0	2,705	0	2,705	3,625	3,105	0	0
	<b>Total Income</b>	2,705	3,380	0	0	2,705	0	2,705	3,625	3,105	0	0
4509	Water Rates	750	780	0	0	750	0	750	572	750	0	0
4514	Stationery	0	40	0	0	0	0	0	0	0	0	0
5250	Subscriptions	55	55	0	0	55	0	55	55	55	0	0
5282	Card Reader Charges	0	1	0	0	0	0	0	0	0	0	0
5300	Rent - Broadlands	1,100	1,100	0	0	1,100	0	1,100	1,100	1,500	0	0
5309	Maintenance Equipment	150	1,168	0	0	150	0	150	7	150	0	0
5311	Hedge Cutting	220	0	0	0	220	0	220	0	220	0	0
5312	Pest Control	250	0	0	0	250	0	250	0	250	0	0

Annual Budget - By Centre (Actual YTD Month 12)

Note: Proposed Budget 2024/25 (Incorporating Romsey Extra)

	2022/23 (Romsey Town)		2023/24 (Town and Extra)			2024/25 (Town and Extra)					
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
5315 Sundries Allotments	180	295	0	0	180	0	180	127	180	0	0
7355 Trf from Earmarked Reserves	0	-229	0	0	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>	2,705	3,210	0	0	2,705	0	2,705	1,861	3,105	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>0</u>	<u>170</u>			<u>0</u>		<u>0</u>	<u>1,764</u>	<u>0</u>		
<b>121 Allotments - Kings Chase</b>											
1000 Income - General	0	0	0	0	900	0	900	1,095	1,050	0	0
<b>Total Income</b>	0	0	0	0	900	0	900	1,095	1,050	0	0
5282 Card Reader Charges	0	0	0	0	0	0	0	1	0	0	0
5305 Room Hire	0	0	0	0	0	0	0	37	0	0	0
5309 Maintenance Equipment	0	0	0	0	0	0	0	3,793	1,050	0	0
<b>Overhead Expenditure</b>	0	0	0	0	0	0	0	3,830	1,050	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>0</u>	<u>0</u>			<u>900</u>		<u>900</u>	<u>(2,735)</u>	<u>0</u>		
<b>125 Town Centre Management</b>											
1009 Income - Grants	0	1,000	0	0	0	0	0	0	0	0	0
1071 Income - Salary Recharge (TV)	0	9,114	0	0	10,000	0	10,000	9,541	10,000	0	0
1072 Income - Salary Recharge (RE)	0	7,011	0	0	0	0	0	0	0	0	0
1109 Income - ShopAppy	0	4,120	0	0	0	0	0	23	0	0	0
1405 Income - Town Centre Grant	4,000	0	0	0	0	0	0	0	0	0	0
<b>Total Income</b>	4,000	21,245	0	0	10,000	0	10,000	9,564	10,000	0	0
4001 Salaries	20,500	30,507	0	0	41,178	0	41,178	39,702	42,250	0	0



Annual Budget - By Centre (Actual YTD Month 12)

Note: Proposed Budget 2024/25 (Incorporating Romsey Extra)

	2022/23 (Romsey Town)			2023/24 (Town and Extra)			2024/25 (Town and Extra)				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4002 Employers N.I	1,450	3,010	0	0	3,958	0	3,958	4,152	4,600	0	0
4003 Employers superann	0	6,077	0	0	8,746	0	8,746	8,386	9,050	0	0
4500 Town Centre Management	1,000	76	0	0	1,000	0	1,000	557	1,000	0	0
4512 Telephone	250	208	0	0	250	0	250	127	250	0	0
5405 Town Centre Events	4,000	908	0	0	0	0	0	98	0	0	0
7350 Trf to Earmarked Reserves	0	7,212	0	0	0	0	0	0	0	0	0
7355 Trf from Earmarked Reserves	0	-1,722	0	0	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>	<b>27,200</b>	<b>46,275</b>	<b>0</b>	<b>0</b>	<b>55,132</b>	<b>0</b>	<b>55,132</b>	<b>53,021</b>	<b>57,150</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(23,200)</b>	<b>(25,030)</b>			<b>(45,132)</b>		<b>(45,132)</b>	<b>(43,457)</b>	<b>(47,150)</b>		
<b>126 Woodley Village Hall</b>											
1080 Income - Woodley V H Rent	0	0	0	0	5	0	5	5	5	0	0
<b>Total Income</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>5</b>	<b>5</b>	<b>5</b>	<b>0</b>	<b>0</b>
4572 Long Term Building Repairs	0	0	0	0	0	0	0	3,667	15,000	0	0
<b>Overhead Expenditure</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,667</b>	<b>15,000</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>0</b>	<b>0</b>			<b>5</b>		<b>5</b>	<b>(3,662)</b>	<b>(14,995)</b>		
<b>130 Environmental</b>											
1031 Income - Electric Bollards	0	10	0	0	0	0	0	0	0	0	0
1601 Lengthsman Contributions	0	0	0	0	0	0	0	6,000	6,000	0	0
<b>Total Income</b>	<b>0</b>	<b>10</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,000</b>	<b>6,000</b>	<b>0</b>	<b>0</b>
4001 Salaries	0	0	0	0	0	0	0	0	8,700	0	0

**Annual Budget - By Centre (Actual YTD Month 12)**  
**Note: Proposed Budget 2024/25 (Incorporating Romsey Extra)**

	2022/23 (Romsey Town)			2023/24 (Town and Extra)			2024/25 (Town and Extra)				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4003 Employers superann	0	0	0	0	0	0	0	0	300	0	0
4511 Utilities	450	-1	0	0	400	0	400	-1,461	200	0	0
4601 Lengthsman	0	0	0	0	1,200	0	1,200	1,310	0	0	0
4602 Speedwatch	0	0	0	0	1,000	0	1,000	1,729	2,000	0	0
4603 Grounds Maintenance	0	0	0	0	3,500	0	3,500	3,703	4,000	0	0
4605 Other/Projects	0	0	0	0	2,700	0	2,700	0	3,000	0	0
6009 Land at the Star Maintenance	350	333	0	0	400	0	400	100	500	0	0
6010 Bus Shelters	0	0	0	0	2,600	0	2,600	3,514	3,500	0	0
6011 Town Seats	400	6,873	0	0	550	0	550	0	600	0	0
6012 Street Lights	2,000	1,446	0	0	2,000	0	2,000	551	2,500	0	0
6015 Signs	500	504	0	0	500	0	500	513	500	0	0
6022 Planting for ComMarket	400	0	0	0	400	0	400	11	400	0	0
6023 Drinking Water Fountain	200	28	0	0	200	0	200	28	200	0	0
6025 Bollard/St Furn Mtce	400	0	0	0	400	0	400	0	400	0	0
6026 Bunting	0	0	0	0	550	0	550	5,576	5,900	0	0
7355 Tfr from Earmarked Reserves	0	-6,873	0	0	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>	<b>4,700</b>	<b>2,309</b>	<b>0</b>	<b>0</b>	<b>16,400</b>	<b>0</b>	<b>16,400</b>	<b>15,573</b>	<b>32,700</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(4,700)</b>	<b>(2,299)</b>			<b>(16,400)</b>		<b>(16,400)</b>	<b>(9,573)</b>	<b>(26,700)</b>		
<b>135 Marshalls</b>											
1103 Income - Marshalls Donations	0	110	0	0	0	0	0	400	0	0	0
<b>Total Income</b>	<b>0</b>	<b>110</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>400</b>	<b>0</b>	<b>0</b>	<b>0</b>
4020 Staff Training	0	0	0	0	0	0	0	0	500	0	0

Annual Budget - By Centre (Actual YTD Month 12)

Note: Proposed Budget 2024/25 (Incorporating Romsey Extra)

	2022/23 (Romsey Town)			2023/24 (Town and Extra)			2024/25 (Town and Extra)				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4030 Uniforms	0	0	0	0	0	0	0	0	50	0	0
5103 Marshalls in Romsey	400	0	0	0	400	0	400	177	400	0	0
6019 Road Closure	0	83	0	0	0	0	0	0	0	0	0
6767 Honorarium Marshalls	0	0	0	0	0	0	0	0	195	0	0
<b>Overhead Expenditure</b>	400	83	0	0	400	0	400	177	1,145	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(400)</u>	<u>27</u>			<u>(400)</u>		<u>(400)</u>	<u>223</u>	<u>(1,145)</u>		
<b>140 Planning</b>											
5011 Council Use of Town Hall	1,000	0	0	0	1,000	0	1,000	0	1,000	0	0
<b>Overhead Expenditure</b>	1,000	0	0	0	1,000	0	1,000	0	1,000	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(1,000)</u>	<u>0</u>			<u>(1,000)</u>		<u>(1,000)</u>	<u>0</u>	<u>(1,000)</u>		
<b>160 War Horse Fund</b>											
1190 Interest Received	0	26	0	0	0	0	0	155	0	0	0
<b>Total Income</b>	0	26	0	0	0	0	0	155	0	0	0
4855 War Horse Fund Expenses	160	160	0	0	160	0	160	160	160	0	0
7350 Tfr to Earmarked Reserves	0	28	0	0	0	0	0	155	0	0	0
7355 Tfr from Earmarked Reserves	-160	-160	0	0	-160	0	-160	-160	-160	0	0
<b>Overhead Expenditure</b>	0	28	0	0	0	0	0	155	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>0</u>	<u>(2)</u>			<u>0</u>		<u>0</u>	<u>0</u>	<u>0</u>		
<b>170 Christmas Lights Fund</b>											
1009 Income - Grants	2,000	2,000	0	0	2,000	0	2,000	0	2,000	0	0

Annual Budget - By Centre (Actual YTD Month 12)

Note: Proposed Budget 2024/25 (Incorporating Romsey Extra)

	2022/23 (Romsey Town)		2023/24 (Town and Extra)			2024/25 (Town and Extra)					
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
1011 Income - Donations	3,000	3,000	0	0	0	0	0	2,000	0	0	0
1190 Interest Received	0	2	0	0	0	0	0	0	0	0	0
<b>Total Income</b>	<b>5,000</b>	<b>5,002</b>	<b>0</b>	<b>0</b>	<b>2,000</b>	<b>0</b>	<b>2,000</b>	<b>2,000</b>	<b>2,000</b>	<b>0</b>	<b>0</b>
4001 Salaries	0	0	0	0	0	0	0	101	0	0	0
6764 Christmas in Romsey	29,000	28,017	0	0	32,000	0	32,000	27,789	34,000	0	0
6765 Christmas Light Refurb	4,000	1,477	0	0	4,000	0	4,000	2,905	4,000	0	0
<b>Overhead Expenditure</b>	<b>33,000</b>	<b>29,493</b>	<b>0</b>	<b>0</b>	<b>36,000</b>	<b>0</b>	<b>36,000</b>	<b>30,795</b>	<b>38,000</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(28,000)</b>	<b>(24,492)</b>			<b>(34,000)</b>		<b>(34,000)</b>	<b>(28,795)</b>	<b>(36,000)</b>		
<b>Total Budget Income</b>	<b>415,722</b>	<b>454,646</b>	<b>0</b>	<b>0</b>	<b>575,789</b>	<b>0</b>	<b>575,789</b>	<b>618,350</b>	<b>593,939</b>	<b>0</b>	<b>0</b>
<b>Expenditure</b>	<b>415,722</b>	<b>436,713</b>	<b>0</b>	<b>0</b>	<b>575,789</b>	<b>0</b>	<b>575,789</b>	<b>552,568</b>	<b>605,939</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>0</b>	<b>17,934</b>			<b>0</b>		<b>0</b>	<b>65,782</b>	<b>(12,000)</b>		

## **Refurbishment Costs of Finger Posts in Romsey Town Centre**

Quote 1        £19,893.73 Budget.

Quote 2        £12,218.00

RTC to supply missing/broken replacements fingers. £890.00

Costs Quote 2 + RTC supply +Contingency.

Allow £17,000.00 Maximum Cost.

We have 48 fingers attached to 76mm diameter steel tubular columns.

12 fingers clamped on to lampposts.

All fingers are cast aluminium 10mm thick minimum and 20mm thick over all to cover the 5mm high lettering each side. 70mm long and either 90, 150 or 210mm wide.

There are 21 separate locations in the centre of Romsey including the Cornmarket seat.

### **Specification**

Remove fingers. Shot blast and powder coat black. Highlight lettering in white. Replace on post.

Lamppost. No work.

Free standing poles. Mechanically prepare surface removing all corrosion and loose material. Coat with black Hammarite or Rust-Oleum.

Dispose of any redundant fingers and all other arisings.

Fit any new replacement fingers.

All necessary specifications, codes and H&S to be followed. HCC permits to be obtained as required.



<b>Committee</b>	<b>FULL COUNCIL</b>
<b>Date</b>	<b>15 November 2021</b>
<b>Agenda Item</b>	<b>7g</b>

## **To consider investing in the CCLA**

### **The Public Sector Deposit Fund/CCLA:**

CCLA (Churches, Charities & Local Authorities) is a mutually owned firm of investment managers, owned by LAMIT (Local Authorities Mutual Investment Trust), the Church of England (Central Board of Finance) Investment Fund and the Charities (COIF) Investment Fund;

- we have 35,000+ clients and manage £14bn+ of cash and investments;
- the Local Government Association invited us to develop the Fund in collaboration with the sector, as a result of the Icelandic banking crisis. It was launched in May 2011;
- The PSDF is a "Qualifying Money Market Fund" (QMMF) which is classed as a "low volatility net asset value" (LVNAV) short term money market fund. The fund is managed with the priorities of security, liquidity and yield.
- The fund is not covered by the FSCS, but it has a AAmmf credit rating by Fitch (highest possible rating)
- The rating was affirmed on the 10 September 2021 by the credit rating agency, Fitch Ratings and offers an independent assessment of the strength of the fund. The rating reflects the Fund's extremely strong capacity to achieve the investment objectives of preserving principal and providing shareholder liquidity through limiting credit, market and liquidity risk. The main drivers of the AAmmf rating are the high credit quality of the portfolio, the limited range of invested security types and the Fund's highly conservative investment guidelines as well as Fitch's assessment of the competencies of CCLA.
- the Fund boasts strong governance with an Advisory Board made up of representatives of the LGA, CIPFA and treasury specialists from the sector, including representatives of the LB of Waltham Forest and the GLA;
- transparency is key with everything published on CCLA's website - <https://www.ccla.co.uk/investment-solutions/fund/the-public-sector-deposit-fund>. You will find the latest yield (0.0279%, net of fees at close of business on 19/08/2021), yield history, counterparty exposure, fund size, outstanding transactions by maturity date, etc - all updated at close of business each day;
- the Fund is managed on a very conservative basis (beyond the requirements of AAmmf rating), only using plain cash products and instruments with well rated (minimum F1 short term) banks: call; term and certificates of deposit - the kind of products that Councils themselves feel comfortable using. There is no exposure to the stock market, derivatives, other funds, asset backed securities - nothing exotic;





## Quote 1

Good afternoon Howard,

Please accept my apologies for taking (in effect) 5 working weeks to reply with our quotation.

After 26 years at Rocon, I will be leaving the business soon, having already moved to Yorkshire, so with the move and logistics of departing as a Director etc it has taken me longer than usual.

My colleagues Jamie Powell and Danny McLaughlin have both been with Rocon for over 20 years, so if you were to proceed with this project I can assure you that you will be left in good hands.

So with regards to the finger post refurbishment, as mentioned we were able to locate a company that specialises in this field and indeed they tell us that they do a lot of work for Broxap in refurbishments.

There is a small amount of ambiguity with the quote, such as the number of 76mm posts to refurbish and the exact number of clamped fingers, so we can offer it as a budget quotation for now, to be firmed up if it is of interest.

I can confirm our budget quotation in the sum of £19,893.76 + VAT, to carry out the following works:

- Make allowance for preliminaries such as supervision, insurances and attending a pre-contract site visit and post-contract sign-off meeting.
- Set up pedestrian management and take down approximately 55no. finger post signs, including temporary removal of finials etc from approximately 14no. Broxap poles, safely storing lighting column clamps etc at our offices.
- Securely send the finger posts to specialist refurbishing company who will:
  - o Blast clean.
  - o Replace grub screws as required.
  - o Fully repaint black and highlight in contrasting white colour.
  - o Ship back to Rocon.





Tel: 01794 517404

Email: [office@werepairwindows.com](mailto:office@werepairwindows.com) Website: [www.werepairwindows.com](http://www.werepairwindows.com)

Date: 07.02.2024

Dear Howard,

Thank you for asking me to provide a quotation for the decoration work to the finger boards around Romsey.

Please take time to read the specifications below, some may not be required but it's better to read them in-case something pops up during the work:

#### Decorating Specifications

##### **The specification for oiling woodwork**

We prepare the woodwork using abrasives until the surface has been keyed ready to accept the new coats of stain. This enables the oil to bond ensuring durability of the finish. Also sanding can create lighter and darker patches which are harder to get a uniform finish on. I would then re-decorate using 'Osmo UV Protection oil 425 Oak'. This has a slight tint to it that will aid the colouring. I suggest this is chosen over clear oil as it will last longer with a tint. (Clear breaks down faster and therefore less durable).

##### **The specification for painting metalwork**

Repairs might be required, and these would be priced, agreed, and undertaken before the final decoration. We prepare the metal using abrasives until the surface has been keyed and we have removed the rust. We paint directly onto the metal with two coats of Rust-Oleum Combi Colour. This holds back the rust and is the most cost-effective product for this work.

#### General Specifications

##### **Permits and authorisation with town planning**

Should you require it, we have not allowed for any time spent on getting this to agreement with the planning team of the council. If you require us to do any admin in advance of the actual work this will be £60 +VAT per hour.

##### **Exclusions**

We have not allowed for any work not directly stated in the quote. If you feel like something is missing, please say so we can amend the quote.

Please turn over:



**Window Repair**  
**SPECIALISTS**

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### Decoration Costs

#### Finger Posts around Romsey Town Centre

Items as listed in your email 23.01.2024 (forwarded by David Chase) from which we have listed the posts as follows:

Ref from map	Description from Email Photos	Mounting	One Line	Two Line	Three Line
ROM_01_FP	Station Hill 01	Finger Post	1	3	1
ROM_04_FP	Latimer St Lortemore Place 04	Finger Post	0	2	2
ROM_05_PM	Latimer St opp Latimer Walk 05	Lamp Post	1	4	0
ROM_06_FP	Latimer Walk 06	Lamp Post	0	2	0
ROM_07_FP	Hundred - Latimer St 07	Finger Post	0	2	1
ROM_08_FP	Hundred - Stirling Walk 08	Finger Post	0	2	1
ROM_09_FP	Stirling Walk 09	Finger Post	0	3	1
ROM_10_FP	Bus Station 10	Finger Post	1	1	2
ROM_11_FP	Crossfield Hall 11	Finger Post	0	1	1
ROM_13_FP	Market Place - Bells 13	Finger Post	1	0	0
ROM_14_FP	Market Place - Con Club 14	Finger Post	0	2	2
ROM_15_FP	Church St - Church Place 15	Finger Post	0	1	2
ROM_16_PM	The Abbey - Abbey Meads 16	Lamp Post	3	0	0
ROM_20_FP	Plaza 20	Finger Post	3	1	0
ROM_27_FP	Canal Walk 27	Finger Post	1	1	0
ROM_28_FP	Hundred - Palmerston Rd 28	Finger Post	1	0	3
ROM_31_PM	Memorial Park 31	Lamp Post	3	0	0
ROM_34_FP	Church St opp Abbey Walk 34	Lamp Post	0	3	0
Included in error?	New Catholic Church				
?	Footpath to be included?	Finger Post	1	0	0
		<b>Total</b>	<b>16</b>	<b>28</b>	<b>16</b>

We note that ROM\_14\_FP and ROM\_31\_PM both have missing directional signboards that we are assuming you will reorder new. We assume the photograph of New Catholic Church was included in error and that the solitary footpath sign is to be redecorated with the others above.

We quote to dismantle all the direction signboards from the lamp posts and finger posts listed above. These will be delivered by us to a 3<sup>rd</sup> party powder coating company for refurbishment (see separate email) and recollected afterwards. In their absence, we will prepare and repaint the finger posts (but not the lamp posts) and then reapply the direction signboards.

Refurbishment of 19no. finger posts  
**Total**

£237 each (Labour to dismantle, decorate & reassemble each post)  
**£4,503 +VAT**



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## Powder Coating of Direction Signboards

We have secured two competing quotations for the refurbishment of the direction signboards from local companies. The first from DR Coatings of Romsey at £89 + VAT for each board did not include the white paint on the lettering. The second from A1 Powder Coating of Woolston was for £110 +VAT (single line board), £140 + VAT (double line board) and £180 + VAT (triple line board) and included the white lettering. We concluded, after considering what it would cost us to mask and paint the white lettering, that A1 would be the most cost effective. In order that we did not need to mark-up these costs unnecessarily, we suggest that you contract directly with A1 on the basis of their email quote:

[nick@aahughes.uk](mailto:nick@aahughes.uk)

---

From: A1 Powder Coatings Ltd <admin@a1powdercoatings.co.uk>  
Sent: 05 February 2024 09:02  
To: [nick@aahughes.uk](mailto:nick@aahughes.uk)  
Subject: RE: Romsey Town Centre Finger Boards

Good morning Nick,

Apologies for the late reply I have been waiting for a sign writer to come back to me with his costs. I will supply the costs with us to complete the works.

We would use the following process to treat the directional signs

1. Shotblast clean to bare aluminium
2. Apply high temperature filler as required to pinholes
3. Spray apply 60 microns of epoxy primer sealer
4. Spray apply 60 microns of black gloss polyester powdercoat
5. Mask as required brush apply 60 microns of white finish to lettering
6. Wrap and pack

Based on my site visit and the details supplied our costs would be -

- a Single line board ..... cost £110.00 each
- b Double line board ..... cost £140.00 each
- c Triple line board ..... cost £180.00 each

All costs are ex VAT. We will require 7 working days to treat a batch 20 directionals

I trust that this is of interest, please contact me if you should have any queries.

Kind regards

Malc Willis

A1 Powder Coatings Ltd  
Unit 4&5 Beta Buildings  
Hazel Road, Woolston  
Southampton  
SO19 7HS  
tel (023)80446874  
fax (023)80446879

Please note that whilst we endeavour to keep terms inside it is not always possible. A1 Powder Coatings Ltd accepts no liability for items lost or stolen from its premises.

[www.a1powdercoatings.co.uk](http://www.a1powdercoatings.co.uk)



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*These costs equate as follows:*

Ref from map	Description from Email Photos	Mounted To	Powder coating by A1 Powder Coating Ltd.			Total
			Single Cost	Double Cost	Triple Cost	
ROM_01_FP	Station Hill 01	Finger Post	£110	£420	£180	<b>£710</b>
ROM_04_FP	Latimer St Lortemore Place 04	Finger Post	£0	£280	£360	<b>£640</b>
ROM_05_PM	Latimer St opp Latimer Walk 05	Lamp Post	£110	£560	£0	<b>£670</b>
ROM_06_FP	Latimer Walk 06	Lamp Post	£0	£280	£0	<b>£280</b>
ROM_07_FP	Hundred - Latimer St 07	Finger Post	£0	£280	£180	<b>£460</b>
ROM_08_FP	Hundred - Stirling Walk 08	Finger Post	£0	£280	£180	<b>£460</b>
ROM_09_FP	Stirling Walk 09	Finger Post	£0	£420	£180	<b>£600</b>
ROM_10_FP	Bus Station 10	Finger Post	£110	£140	£360	<b>£610</b>
ROM_11_FP	Crossfield Hall 11	Finger Post	£0	£140	£180	<b>£320</b>
ROM_13_FP	Market Place - Bells 13	Finger Post	£110	£0	£0	<b>£110</b>
ROM_14_FP	Market Place - Con Club 14	Finger Post	£0	£280	£360	<b>£640</b>
ROM_15_FP	Church St - Church Place 15	Finger Post	£0	£140	£360	<b>£500</b>
ROM_16_PM	The Abbey - Abbey Meads 16	Lamp Post	£330	£0	£0	<b>£330</b>
ROM_20_FP	Plaza 20	Finger Post	£330	£140	£0	<b>£470</b>
ROM_27_FP	Canal Walk 27	Finger Post	£110	£140	£0	<b>£250</b>
ROM_28_FP	Hundred - Palmerston Rd 28	Finger Post	£110	£0	£540	<b>£650</b>
ROM_31_PM	Memorial Park 31	Lamp Post	£330	£0	£0	<b>£330</b>
ROM_34_FP	Church St opp Abbey Walk 34	Lamp Post	£0	£420	£0	<b>£420</b>
included in error?	New Catholic Church					<b>£0</b>
?	Footpath to be included?	Finger Post	£110	£0	£0	<b>£110</b>
		<b>Total</b>	<b>£1,760</b>	<b>£3,920</b>	<b>£2,880</b>	<b>£8,560</b>

Wrought Iron Circular Bench/Finger Sign and Planters

*We also quote for the decoration of ROM\_12\_FP wrought iron circular bench/finger sign and the two wrought iron planters in front of the Corn Market. We will attempt to straighten out the bent finger post and then prepare and repaint the metal work. We will paint black first and the green above the current colour change (client to advise RAL numbers). You will arrange to have the finger posts sign written afterwards. We will also rub down and re-oil the timber of the bench seats.*

Refurbishment of 3no. Wrought Iron Features £1,155 (Labour to prepare & decorate all features)  
**Total £1,155 +VAT**



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### Paint & Stock

At this stage I have not included paint costs as we will need to discuss what you would like to use, I would recommend:

Rust-Oleum Combi Colour black & green for the metalwork (RAL number required for green colour)

This is the market leader and, from your comments, you have experience with it. I estimate paint costs to be £250 - £350 +VAT for all work. These are billed at cost, and we purchase as required.

A fixed stock charge will be applied for our generic stock items based on the size of the job. The stock charge for this work will be £95 +VAT. This is billable only once during the works.

### Access

We can undertake the work using ladders.

### Waste

We need to pay to dispose of waste and given the scope of work this does not warrant a skip or a grab bag. Therefore, we have applied a waste charge for what we bring away. This can always be left on site to avoid this cost.

Waste Charge £15 +VAT

Please turn over:



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Payment terms

Payment is 7 days from invoice.

We may request a booking deposit.

We will request a deposit on the materials or a round figure close to the material cost.

Invoices will be submitted weekly as a payment on account or at specific milestones.

Completion is customer sign off or 7 days from notification.

Price is based on payment terms of 7 days from invoice date.

Cancellation fee is £80+VAT for undeposited work.

Price Increases

I reserve the right to revise the cost of glass (double or single); joinery and ironmongery or material at the time of the purchase if we have been subject to price increases from our suppliers. Fixing prices is very hard to achieve.

Schedule

We are happy to work through in smaller packages of work to suit a budget.

I look forward to hearing back from you, hopefully with acceptance or if not with feedback to help me improve my service.

*The prices are valid for 28 days from the date of this quotation. Please feel free to ask any questions, my terms & conditions can be viewed on the website. By agreeing to the quote, you accept my terms & conditions. Unless previously requested & agreed, no retainer shall be accepted, payment will be due on completion.*

Many thanks,

Anthony.

*Managing Director*

*Window Repair Specialists Limited*