



Congleton Town Council

Historic market town

Chief Officer: David McGifford



24th November 2016

To: **MEMBERS OF THE FINANCE & POLICY COMMITTEE**

Dear Councillor,

Finance and Policy Committee Meeting – Thursday 24th November 2016

You are requested to attend a meeting of the Finance and Policy Committee to be held in the Town Hall, High Street, Congleton on –**Thursday 24th November 2016** commencing at **7.00pm.**

The Public and Press are welcome to attend the meeting. There may be confidential items towards the end of the meeting which the law requires the Council to make a resolution to exclude the public and press.

Yours sincerely,

David McGifford
Chief Officer

AGENDA

1. Apologies for absence (Members are respectfully reminded of the necessity to submit any apology for absence in advance and to give a reason for non attendance).

2. Minutes of Last Meeting (enclosed)

To approve the Minutes of the Meeting of the Committee held on 20th October 2016.

3. Declarations of Interest

Members are requested to declare both “pecuniary” and “non pecuniary” interests as early in the meeting as they become known.

4. Outstanding Actions

There are no outstanding actions.



Congleton
beartown
where friends are made

Congleton Town Council, Town Hall, High Street, Congleton, Cheshire CW12 1BN

Tel: 01260 270350 Fax: 01260 280357

Email: info@congletontowncouncil.co.uk www.congleton-tc.gov.uk

5. Grant Approvals and Commitments 2016-17 (enclosed)
To receive a statement showing the current position.
6. New Applications for Financial Assistance (enclosed)
- i) **GR16/1617 – St John’s Community Centre**
 - ii) **GR17/1617 – Minerva Arts**
 - iii) **GR18/1617 – Congleton Park Bowling Club**
 - iv) **GR19/1617 – New Life Church**
 - v) **GR20/1617 – Congleton Harriers**
 - vi) **GR21/1617 – Congleton Town Football Club**
7. Grant Activities Monitoring Forms (enclosed)
- i) **Congleton Community Credit Union – Original Grant Reference GR 08/1617**
 - ii) **Congleton Musical Theatre – Original Grant Reference GR 14/1617**
8. Bank Reconciliation (enclosed)
To receive and consider the bank reconciliation for the 31st October 2016.
9. List of Payments (enclosed)
To receive and consider the Payments List between 1st October and 31st October 2016.
10. New telephone system for the Town Council (enclosed)
To approve a capital spend to replace the telephone system and to have a VOIP flexible communication system with our existing IT support company.
11. Tourist Information Centre (enclosed)
To receive an update on the meeting with Cheshire East Council.
12. 2017/18 Budget Report (enclosed)
To receive the 2017/18 Budget Report.

To: Members of the Finance & Policy Committee

Cllrs:

G Edwards (Chairman), Mrs. J Parry (Vice Chairman)
N Adams, Mrs S Akers Smith, Mrs D S Allen, J G Baggott, P Bates, R Boston,
Mrs S A Holland, Mrs E Wardlaw

Ex Officio Members: Cllrs D T Brown (Town Mayor) and C H Booth (Deputy Mayor)

Ccs: Other members of the Council and Honorary Burgesses (5) for Information; Press (2)
Congleton Library, Congleton Tourist Information Centre.

CONGLETON TOWN COUNCIL

MINUTES OF THE MEETING OF THE FINANCE & POLICY COMMITTEE HELD ON THURSDAY 20th October 2016

PRESENT - Councillors

N Adams
Mrs S Akers Smith
Mrs D S Allen
P Bates
R Boston
Mrs S A Holland
Mrs A M Martin
Mrs A E Morrison
Mrs E Wardlaw

Appointment of Chairman for the Meeting

Due to apologies being received from the Chairman Cllr G R Edwards and Vice Chair Cllr Mrs J D Parry it was proposed that Cllr Mrs E Wardlaw Chaired the meeting.

FAP/23/1617 RESOLVED that Cllr Mrs E Wardlaw would be Chairman for the meeting.

1. Apologies

Apologies for absence were received from committee members Cllrs J G Baggott, G R Edwards and Mrs J D Parry.

Apologies were also received from non-Committee members Cllrs Mrs A L Armitt, P Broom, G P Hayes, G S Williams and Ex- Officio member Cllr D T Brown.

2. Minutes

FAP/24/1617 RESOLVED that the Minutes of the Meeting of the Committee held on 8th September 2016 be approved and signed by the chairman.

3. Declarations of Interest

Members are requested to declare both "pecuniary" and "non pecuniary" interests as early in the meeting as they become known.

Cllrs P Bates and Mrs E Wardlaw declared a non-pecuniary interest in any matters relating to Cheshire East Council.

Cllr R Boston declared a non-pecuniary interest in item 6 (i)

GR 14/1617 Congleton Community Credit Union

Cllr P Bates declared a non-pecuniary interest in items 6 (ii) and 6 (iii)

GR 14/1617 Congleton Community Credit Union

GR 15/1617 PCSO 2175 Representing Speedwatch Congleton

Cllr N Adams declared a non-pecuniary interest in item 10

New Telephone System for the Town Council

4. Outstanding Actions

None

5. Grant Approvals and Commitments 2016-17

A summary of grant approvals and commitments was considered by the committee and it was noted that £11,250 was remaining for grants for 2016/17.

FAP/25/1617 RESOLVED that that the grant summary be received.

6. New Applications for Financial Assistance

FAP/26/1617 RESOLVED that:-

- i) **GR 13/1617 Trinity Methodist Church**
A grant of £1,000 be approved (S137)
- ii) **GR 14/1617 Congleton Community Credit Union**
A grant of £240 be approved (S137)
- iii) **GR 15/1617 PCSO 2175 Representing Speedwatch Congleton**
A grant of £50.34 be approved (Highways Act 1980 S274A)

7. Management Accounts to September 2016

FAP/27/1617 RESOLVED that that the Management Accounts to 30th September be received.

8. Bank Reconciliation

FAP/28/1617 RESOLVED that the bank reconciliation to 30th September 2016 be received.

9. List of Payments

FAP/29/1617 RESOLVED to receive the Payments List between 1st August and 30th September 2016.

10. New Telephone System for the Town Council

To approve a capital spend to replace the telephone system and to have a VOIP flexible communication system with our existing IT support company.

FAP/30/1617 RESOLVED to not accept the current proposal and that Cllr Adams would support additional research to establish best value for this project. This research to be completed in time for the next Finance and Policy meeting on the 24th November 2016

**Mrs E Wardlaw
(Nominated Chairman)**

Congleton Town Grant Commitments 2016/17									
Date Grant Approved	Permitted and S137	Section	Minute Reference	Approved EMR b/w/d £	Approved 16/17 £	Paid £	Outstanding £	Date Paid	
To	For								
	Subsidised Use of Town Hall				4,000.00	1466.55	2533.45		
10/09/2015	Beartown Patchworkers and Quilters	S145	FAP/12/1516	100.00		100.00	0.00	20/06/2016	
18/02/2016	Congleton Rotary	S137	FAP/6/1/516	200.00		200.00	0.00	24/05/2016	
18/02/2016	Friends of Congleton Park	S145	FAP/6/1/516	300.00		235.20	64.80	16/06/2016	
24/03/2016	Cong Youth in Action	S137	FAP/7/2/516	500.00			500.00		
24/03/2016	Cong Comm Credit union	S137	FAP/7/2/516	45.00		45.00	0.00	10/05/2016	
24/03/2016	Bromley Farm Community Trust	S137	FAP/7/2/516	400.00			400.00		
24/03/2016	Vision	S137	FAP/7/2/516	500.00			500.00		
09/06/2016	Congleton Cricket Club	S137	FAP/04/1617		250.00		250.00		
09/06/2016	Congleton Talking Newspaper	S137	FAP/04/1617*		250.00		250.00		* subject to conditions
09/06/2016	SOL Theatre School	S145	FAP/04/1617		1,000.00		1000.00		
09/06/2016	Congleton Harriers	S137	FAP/04/1617		250.00	250.00	0.00	17/05/2016	
09/06/2016	Congleton Jazz and Blues 2016	S145	FAP/04/1617		500.00	500.00	0.00	08/07/2016	
09/06/2016	Congleton Carnival	S144	FAP/04/1617*		1,290.00	1290.00	0.00	25/07/2016	
21/07/2016	From Carnival EMR				-1,290.00		-1290.00		
08/09/2016	Congleton Musical Theatre	S145	FAP/15/1617		500.00		500.00		
08/09/2016	St James Church PCC	S137	FAP/15/1617		1,000.00		1000.00		
20/10/2016	Trinity Methodist Church	S137	FAP/26/1617		1,000.00		1000.00		
20/10/2016	CCCJ	S137	FAP/26/1617		240.00		240.00		
20/10/2016	Speedwatch		Highways Act 1980 s1617		50.34		50.34		
							0.00		
							0.00		
Totals				2045.00	9040.34	4086.75	6998.59		
	EMR b/w/d			£2,045.00		2045.00			
	Budget 16/17			£19,000.00	£70,983.00	Total Grant budget			
	Total approved to date			£11,085.34					
	Total money still available for grants				£9,959.66				

SUBMITTED MEETING:
24th Nov.



Congleton Town Council
Application for Financial Assistance



Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	GR16/1617
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1.1	Applicant(s):	Peter Houldsworth Hall Refurbishment Chairman
1.2	Representing:	St John's Community Centre
1.3	Email Address:	[REDACTED]
1.4	Tel No.	[REDACTED]
1.5	Project Title:	Renovation of St John's Church Hall Buglawton into St John's Community Centre
1.6	Project Objectives:	The project seeks to bring new life to the buildings by transforming them into a place that supports people through learning and personal development. The resulting community centre will focus on lifelong learning and all aspects of wellbeing (secular, charitable and christian activities). This will be achieved in a way that's relevant to the needs of Buglawton's local communities today, based upon research collated by us and our Cheshire East Council & Plus Dane.
1.7	Brief Project Description:	<p>The project will ensure the buildings are in better condition and therefore secure them for future generations by carrying out urgently needed repairs and remedial work listed below to bring them up to modern day standards required for a community centre:</p> <ul style="list-style-type: none">• Re-roofed• New under-floor heating system and new floor• New mezzanine floor for conferences• New kitchen with 4 cookers• Disabled toilet• Shower• Very good insulation to increase comfort & reduce costs• New electrics• New heritage windows• Restored and conserved historic building• Bring derelict schoolmaster house back into use: housing excellent public toilets and 2 small rooms• Glazed heated link joining the two buildings with new public entrance• Wi-Fi and communication facilities plus TV• Glazed link leads to rear enclosed garden area for Relaxation, garden therapy

1.8	Details accounts/budgets	<p>St John's Church & Hall accounts:</p> <p>Unrestricted balance at start of 2016 £6,912</p> <p>Restricted balance at start of 2016 £286,345 (restricted for hall)</p> <p>Hall Refurbishment Contract:</p> <p>Contract Price without VAT £365k</p> <p>Contract variation w/o VAT £40k</p> <p>Current total price w/o VAT £405k</p> <p>Increases due to conservation issues plus other essential extra work</p>
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Part 2: Cost Details / Resources / Timescale

2.1	Total Cost of Project:	£405k
2.2	Total contribution sought:	£5k or a contribution that the council feels appropriate
2.3	<p>What will the money be spent on?</p> <p>In order to</p>	<p>To complete the renovation of this local community building</p> <p>Pay the final renovation bill excluding retention</p>
2.4	Any ongoing costs:	The retention of £10k must be found by Dec 2017 but we are confident that we can raise this during 2017
2.5	<p>Details of <i>confirmed</i> match funding include source</p> <p>Cash:</p> <p>In kind:</p>	<p>Over the last 4 years we have raised & sourced £388k:</p> <p>St John's parishioners legacies £292k</p> <p>Grants £81k</p> <p>Local charity/private donations £15k</p>
2.6	Resources needed:	<p>Before end 2016 we need £7k to complete 97.5% of contract price</p> <p>Retention of £10k will need to be raised during 2017</p>
2.7	Estimated timescale of project from start to finish:	<p>Started Building work in Feb 2016</p> <p>Will finish in Dec 2016</p>

Part 3: Potential Benefits / Outputs

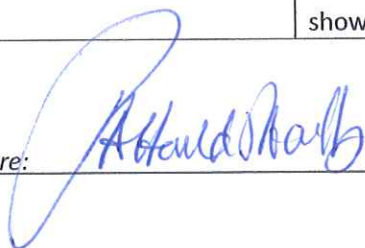
3.1	What are the potential benefits/outputs to residents of Congleton	<p>Local communities in the immediate locality of Buglawton are at the heart of the project. This includes families, the elderly, young people, adults and people who are disabled. The wide range of long term activities, for example, include a 'drop-in cafe' for mums & toddlers each morning, older generation sessions for monthly dementia support and weekly social inclusion and local information events. The range of activities would be targeted at groups of people to improve their health (physical, mental, social & spiritual), their employment opportunities, as well as, their education.</p> <p>Links with the Cheshire East Council Youth officer to provide supervised</p>
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		<p>opportunities to help unemployed youths in the drop-in cafe every morning are planned. A dementia Charity called Approach is considering using the facility to address the increasing numbers of elderly people and carers in this locality.</p> <p>Specifically we are fitting 4 cooker stations and 2 sinks in a semi-professional kitchen in order to be able to offer a much needed teaching facility for those people who need help with simple cooking tasks across the district. The Breakfast club will initially be open about 8am up to about 9:30am for all primary school children and their families who can access a healthy breakfast before school and after dropping the children off they can call in for coffee and a chat</p>
3.2	<i>Are there similar services/projects provided in the area</i>	<p>In Buglawton there are no other venues offering community space or the facilities of this size. The Buglawton Scout & Guide Headquarters does provide Bingo and a Friendship club which we will not be competing with.</p>

Part 4: Evaluation/Publicity

4.1	<i>How will the project be evaluated and who will carry out the evaluation?</i>	<p>Footfall will be one of the main ways of determining the attendance of young, older members of the community and families across all the activities that we are planning with agencies and the community. This will be part of any agreement we have with all users and ourselves. Such events as Healthy eating will hopefully be followed up by our CEC Community Partner Lisa Alcock.</p>
4.2	<i>Describe how you will promote the Town Council in your project</i>	<p>A book will be created with the photographic roadmap of the project the helpers, donors and all agencies involved...featuring help from the Town Council.</p> <p>Fiona Bruce will open the centre in the Spring 2017 and the Town Mayor and officials will be invited. The whole of Buglawton will be leafleted to attend later in the day for a buffet/burger</p> <p>The large sign (8' x 5') on Buxton Road currently showing the development stage with donors will be replaced by a permanent sign showing the Centre is open and listing the main donors.</p>

Signature:



Date:

24/10/2016

CONGLETON PARISH

From St John's Church Hall Committee



Peter Houldsworth



24th October 2016

St Johns Buglawton – Church Hall Refurbishment Project into a Community Centre

Dear Martha,

I am enclosing the completed application form for financial assistance and ask you to submit it to the council when they next meet to discuss such applications.

In the meantime please let me know if I have not filled it out in accordance with what you would expect or where amendments need to be considered.

Many thanks in advance.

For and on behalf of the Hall Committee

Yours sincerely

Peter Houldsworth
Hall Committee Chairman



Congleton Town Council Application for Financial Assistance



Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	AR171617
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1.1	Applicant(s):	STEPHANIE MESNELL - BROCKEN.
1.2	Representing:	MINERVA ARTS
1.3	Email Address:	
1.4	Tel No.	1
1.5	Project Title:	Souling
1.6	Project Objectives:	<ul style="list-style-type: none"> *To bring awareness to the public of a previously hidden element of Congleton and Cheshire's heritage *To engage local people in research about the history of their local area *To enable local people, young and older, to develop creative skills and express themselves *To enhance civic pride through celebrating the town's heritage
1.7	Brief Project Description:	<ul style="list-style-type: none"> *To promote Congleton and its heritage to a wider audience <p>This project is called 'Souling' and aims to bring to life the historic 'souling' or 'soul-caking' plays that were performed throughout Cheshire from the Medieval times to the 20th Century. Using fragments of original play text, we aim to engage local people initially in research about the plays and their performances in local communities, using oral history techniques and working with a professional researcher with a view to creating additional material for the original plays to bring them up to date. We will then enable groups to work with professional musicians, writers and directors to stage these plays and perform them on Halloween 2017. The plays will all then be compiled into a publication that will be distributed to all participants as well as local libraries and archives.</p>
1.8	Details accounts/budgets :	<p>The bulk of costs incurred for this project will be in fees for the professional artists and researchers that we will be engaging to work with our community groups. A detailed budget for the project is available on request.</p>

2.1	Total Cost of Project:	£11,960
2.2	Total contribution sought:	£250
2.3	What will the money be spent on?	The money from this grant will go towards the fees for our professional artist team to work with the local groups in Congleton.

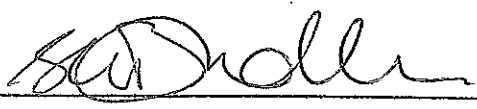
2.4	Any ongoing costs:	All core costs will be covered through Minerva Arts Reserves +, if successful, funds from the Heritage Lottery Fund.
2.5	Details of confirmed match funding include source Cash: In kind: £5000	We are currently awaiting the results of our Heritage Lottery Fund application + other applications to Town Council. We are in a long time.
2.6	Resources	This project requires artist fees for a professional writer/ musician and director to work with the local group; a fee for the director to work with the group; travel expenses; marketing materials; design and print for the final publication; hire of spaces for running sessions; researcher fees; and volunteer expenses.
2.7	Estimated project from start to finish:	
		End Dec 2017 Start Jan 2017

Part 3: Potential Benefits / Outputs

3.1	What are the potential benefits/outputs to residents of Congleton	Please see overhead.
3.2	Are there similar services/ projects provided in the area: As far as we are aware nobody is currently presenting the souling plays of Congleton or nearby Astbury. There are other performing arts organisations operating in the area but we believe this project is unique. We will be seeking to involve as many local groups with interests in this area as possible.	

Part 4: Evaluation/Publicity

4.1	How will the project be evaluated and who will carry out the evaluation?	Please see overhead.
4.2	Describe how you will promote the Town Council in your project	Please see overhead.

Signature:  Date: 29/9/16.

What are the potential benefits/outputs to residents of Congleton

We believe that the benefits of this project are two-fold. Firstly, this project will give members of the Congleton community the chance to engage in a project that exposes a historical tradition that many may not be aware of. This provides learning opportunities for them and also gives them the chance to be part of getting this aspect of heritage to be better known and appreciated. Local people will be able to get involved in the research for the project and also be able to develop creative and performing arts skills while working alongside professional artists. We also believe that participating in such projects that connect to the heritage of a local area can help to foster greater civic pride and bring communities together. The project will also bring greater profile to the Congleton area and showcase the skills and talents of local people.

How will the project be evaluated and who will carry out the evaluation?

The project will be evaluated by Minerva Arts Artistic Director Steph Meskell-Brocken who will also be managing the project. She is an experienced arts project manager who has worked with organisations across the North West including evaluating and managing projects for Arts Council England National Portfolio Organisations. The evaluation for this project will involve both quantitative and qualitative measures to assess the public benefit. It will make use of techniques such as questionnaires and interviews as well as more creative methods. Participants, audience and stakeholders will all be part of the evaluation process.

Describe how you will promote the Town Council in your project

The Town Council logo will feature prominently on any promotional material created for the project. We will also place it on the project website and link to the Town Council page. The final publication will also feature the logo and a special thanks. The council will be provided with their own copy of the final publication. We feel that this project will help to positively promote Congleton as a whole.

Cheshire Souling Project Budget as HLF Application

Cost Heading	Description	How much (£)
Professional Fees	Project Management and Evaluation	2880
Professional Fees	Lead Researcher- covering both initial phase and work with groups	2000
Professional Fees	Artist Fees (writer/ musician for each participant group)	1120
Professional Fees	Directors Fee (across four groups)	960
Digital outputs	Web Design Fee	100
Travel for staff	Travel for artists	800
Training for staff	Travel for Lead Researcher	110
Travel for volunteers	Travel for Volunteers	200
Cost of producing learning materials	Final Publication Cost (including ISBN)	2000
Other	Hire of St Marys Creative Space (final celebration event)	120
Professional Fees	Editing of final filmed performances	100
Other	Performance Resources (props, costume etc)	200
Other	Refreshments for final event	50
Other	Venue Hire (for two locations)	960
Total		11600
Total		

We have bid for £9600 from the Heritage Lottery Fund Sharing Heritage programme and anticipate the remainder of the cost to be filled through small grants to Town and Parish Councils.

Martha Hayes

From: Steph Meskell-Brocken
Sent: 25 October 2016 12:57
To: Jackie Potts
Cc: Martha Hayes
Subject: Re: Grant application
Attachments: Cheshire Souling Project Budget as HLF Application.docx

Dear Jackie,

Many thanks for getting in touch.

I have attached the project budget to this email as per the Heritage Lottery Fund bid that we have recently submitted and please find answers (hopefully!) to your questions below:

Residents Benefit

We believe that the key benefits of this project centre around enabling local people to learn about an aspect of heritage that has been hitherto unexplored for many years. The Souling plays have historically formed an important part of the traditions of towns and villages throughout Cheshire but in many areas (particularly in East Cheshire), their performances died out around the time of the First World War. This project will aim to revive the plays and leave a lasting legacy that people of the town can continue to enjoy and participate in for years to come.

We are hoping that the project will garner some media attention and will be profiling it through BBC Radio Merseyside's FolkScene programme which will also provide positive press for the town.

We hope for this project to engage with people of all ages and also believe that through performing the plays publicly in the town itself, we can contribute to cohesion in the town through bringing together people of different ages and backgrounds in a spirit of celebration.

Our Basis and How we Intend to Work

Our base is in Chester and currently the majority of our projects operate in Cheshire West. However, on this project the focus has turned towards Cheshire East as there has been far more interest and enthusiasm for the project from the towns and villages here. We have done some work in Cheshire East previously having contributed to the Knutsford Promenades in 2015 and worked with the Council on small projects in 2010 and 2014.

Our approach for this project is to be as open as possible in terms of the target groups that we work with.

We would like to engage local primary schools in the project as well as reaching out to local special interest groups such as local history or amateur dramatics groups.

The groups that we work with will then stage their plays and perform them at a location in Congleton on Halloween 2017. We would be open to suggestions as to the best place to do this, however I have visited the Town Hall previously and that would be a beautiful venue!

We have now submitted our Heritage Lottery Fund application and will hope to hear the news on this before Christmas. We received letters of support for the project from BBC Radio Merseyside, the English Folk Dance and Song Society and Cheshire Archives and Records service.

Please do let me know if any other questions spring to mind and I will try to answer them the best I can.

Many thanks,

Steph

GR 18/1617

CONGLETON PARK BOWLING
CLUB

CHAIRMAN DAVID SHAW

SECRETARY PAUL CHARLESWORTH
TELEPHONE 01260 275568



28th October 2011

RE: Application for Financial Assistance

Dear Sirs,

I am writing to inform you that the above application is retrospective because I had to act quickly to ensure that the premises were made more secure following numerous break-in attempts. This was also in accordance with advice from the Police to act quickly.

Yours Sincerely,
Paul Charlesworth

SUBMITTED MEETING
24/11/16



Congleton Town Council Application for Financial Assistance



Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	GR18/1617
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1.1	Applicant(s):	PAUL CHARLESWORTH
1.2	Representing:	SECRETARY/TREASURER CONGLETON PARK BOWLING CLUB
1.3	Email Address:	N/A
1.4	Tel No.	[REDACTED]
1.5	Project Title:	INSTALLATION OF NEW DOUBLE DOORS STEEL TO BOWLING PAVILION
1.6	Project Objectives:	TO MAKE BUILDING OWNED BY CHESHIRE EASTS MORE SECURE FOLLOWING RECENT BREAK-IN ATTEMPTS
1.7	Brief Project Description:	TO SUPPLY + FIT NEW STEEL DOUBLE DOORS AND FRAME TO BOWLING PAVILION
1.8	Details accounts/budgets	APPROX £500-£600

Part 2: Cost Details / Resources / Timescale

2.1	Total Cost of Project:	£580
2.2	Total contribution sought:	£250
2.3	What will the money be spent on?	SEE PROJECT DESCRIPTION

2.4	Any ongoing costs:	N/A
2.5	Details of confirmed match funding include source Cash: In kind:	PAID FROM CLUB FUNDS
2.6	Resources needed:	
2.7	Estimated timescale of project from start to finish:	1 DAY.

Part 3: Potential Benefits / Outputs

3.1	What are the potential benefits/outputs to residents of Congleton	THE CLUB IS STILL AN AMENITY TO THE GENERAL PUBLIC AS WELL AS THE MEMBERS THEREIN. AND IS AVAILABLE FOR RECREATIONAL USE DURING THE SUMMER
3.2	Are there similar services/projects provided in the area	YES

Part 4: Evaluation/Publicity

4.1	How will the project be evaluated and who will carry out the evaluation?	CLUB MEMBERS
4.2	Describe how you will promote the Town Council in your project	WILL THANK THE TOWN COUNCIL IN ANY PUBLICITY.

Signature: P. Charlesworth

Date: 28.10.2016

GKR 19/11/17



4th November 2016.

For the attention of Martha Hayes.

Hi Martha,

Thank you for your email and I'm pleased to return completed application form as requested. We're looking for 'lots' of small grants and donations so I haven't asked for a specific amount.

with compliments

Kind regards Steve

New Life Church | Danesford Community Centre | West Road | Congleton | Cheshire, CW12 4EY

T : (044) 01260 297961 | F : (044) 01260 295929 | E : mail@nlchurch.org.uk | W: www.nlchurch.org.uk

Registered Charity No. 514539



SUBMITTED MEETING:
24th Nov 16

CONGLETON
- 7 NOV 2016
TOWN COUNCIL

Congleton Town Council Application for Financial Assistance

Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	GR19/1617
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1.1	Applicant(s):	Stephen Hodgkinson
1.2	Representing:	New life Church, Danesford Community Centre, Congleton
1.3	Email Address:	mail@nlchurch.org.uk
1.4	Tel No.	01260 297961
1.5	Project Title:	Defibrillator
1.6	Project Objectives:	Provision of a defibrillator in Danesford Community Centre covering all ages including children and training
1.7	Brief Project Description:	as above 1.6
1.8	Details accounts/budgets	Mediana Hearton Adult/Child AED A15 ✓ Wall Cabinet £1,000 3 hour training course 164 VAT 300 293

Part 2: Cost Details / Resources / Timescale

2.1	Total Cost of Project:	£1.757
2.2	Total contribution sought:	a modest contribution towards half the cost (see 2.5)
2.3	What will the money be spent on?	Purchasing defibrillator + training

2.4	Any ongoing costs:	None
2.5	Details of confirmed match funding include source Cash: In kind:	We are seeking to raise half the cost from small grants and contributions from groups using the centre. The church trustees will fund the other half through church members.
2.6	Resources needed:	
2.7	Estimated timescale of project from start to finish:	As soon as we've raised the funds

Part 3: Potential Benefits / Outputs

3.1	What are the potential benefits/outputs to residents of Congleton	We have an annual footfall of over 100,000 people of all ages and backgrounds and it could save a life or lives.
3.2	Are there similar services/projects provided in the area	Yes - various locations around the town eg. Tesco, Scout HQ

Part 4: Evaluation/Publicity

4.1	How will the project be evaluated and who will carry out the evaluation?	We will only know if it's needed in an emergency
4.2	Describe how you will promote the Town Council in your project	We will place a laminated list of all benefactors next to the defibrillator

Signature:



Date:

4th November 2016.



New Life Church
Danesford Community Centre
West Road, Congleton
Cheshire, CW12 4EY

T : (044) 01260 297961
F : (044) 01260 295929
E : mail@nlchurch.org.uk
W: www.nlchurch.org.uk

Registered Charity No. 514539

David McGifford
Chief Officer,
Congleton Town Council
Town Hall
High Street
Congleton CW12 1BN

November 2016

Dear David

Provision of a defibrillator at New Life Church Centre

Our Church Trustees have agreed to purchase and install a defibrillator at our church centre which has an annual footfall of over 100,000 people, which includes groups of all ages.

The total cost including a 3 hour training session is £1,800 and I write to enquire whether your organisation would consider making a small grant to assist us in providing this important addition, which could be life-saving, to our facilities.

I look forward to hearing from you if you are able to help.

With kind regards

Yours sincerely

A handwritten signature in black ink that reads "Steven".

Steven Hodgkinson MBE
Chairman of Trustees

Senate Training Limited.

Senate House
81 Crewe Road
Alsager
Cheshire
ST7 2EZ

VAT Reg No : 732 8865 05

Tel : 01270 877233
Fax : 01270 877374

Quotation

New Life Church
Danesford Centre
West Rd
Congleton
Cheshire
CW12 4EY

NO : 1965

DATE : 20/09/2016

ORDER NO :

REF : NEWLIFEC

Qty	Details	Unit Price	Net Amount	VAT Rate	VAT
Note: THIS IS NOT A V.A.T. INVOICE					
1.0	Mediana Hearton Adult/Child AED A15	1,000.00	1,000.00	20.00	200.00
1.0	Mediana AED Wall Cabinet	163.90	163.90	20.00	32.78



Online Payment :

Account Name - Senate Training Limited
Sort Code - 09-01-27
Account No. - 75598107
Bank Name. Santander
(Please submit remittance advice)

Payment Terms:
Immediate

Net Amount	£1,163.90
VAT Amount	£ 232.78
Invoice Total	£1,396.68

Senate Training Limited.

Senate House
81 Crewe Road
Alsager
Cheshire
ST7 2EZ

VAT Reg No : 732 8865 05

Tel : 01270 877233
Fax : 01270 877374

Quotation

New Life Church
Danesford Centre
West Rd
Congleton
Cheshire
CW12 4EY

NO : 1967

DATE : 20/09/2016

ORDER NO :

REF : NEWLIFEC

Qty	Details	Unit Price	Net Amount	VAT Rate	VAT
Note: THIS IS NOT A V.A.T. INVOICE					
1.0	Automated External Defibrillator (AED) 3 Hour Course				
	Date to be Confirmed				
	Cost £350.00 plus VAT - Reduced cost for New Life Church £300 plus VAT	300.00	300.00	20.00	60.00

Online Payment :

Account Name - Senate Training Limited
Sort Code - 09-01-27
Account No. - 75598107
Bank Name. Santander
(Please submit remittance advice)

Payment Terms:
Immediate

Net Amount	£300.00
VAT Amount	£ 60.00
Invoice Total	£360.00



Congleton Town Council Application for Financial Assistance



Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	GR20/1617
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1.1	Applicant(s):	Phil Dawson
1.2	Representing:	Congleton Harriers www.congleton-harriers.co.uk
1.3	Email Address:	phil@congleton-harriers.co.uk
1.4	Tel No.	01256 774954
1.5	Project Title:	30 th annual 'Cloud 9 Hill Race' 5th March 2017
1.6	Project Objectives:	To promote running and health to the people of Congleton and the surrounding area not only club runners but adults of all ages, abilities and experience. To introduce occasional runners to off-road running as a healthier and safer alternative to road running. To recognise achievements and encourage participation we award prizes in all age categories both Male and Female. To use surplus funds to support local charities and not for profit groups.
1.7	Brief Project Description:	The unique and charismatic 'Cloud 9 Hill Race' is a very popular annual event attracting 350 plus runners every year and ranks highly on the Fell Runners Association calendar. It is one of the largest Fell races in the country taking in Bosley Cloud and the ancient Bridestones along the 9 mile route which starts and finishes in Congleton. Now in its 30 th year and more popular than ever we expect another large turnout. Each year an amount from every entry is donated to local charities.
1.8	Details accounts/budgets	The event is organised by the members of Congleton Harriers running club who give their time free to marshal, time keep, set up and provide refreshments for runners and spectators. The majority of our costs which we estimate in 2017 to be around £2,180 are covered by entry fees, so assuming we get 320 entrants at £8 (£8 entry includes charity donation) then we could expect an income of around £2,560 (272 gives us break even). However, this is not guaranteed , inclement weather can reduce the number of entrants dramatically or even cause cancellation (as happened in the Foot & Mouth year). So, given this is the club's only fundraising event (out of the three we organise each year), and we also donate part of the proceeds to local charity, we are looking to secure support to cover a portion of the costs and ensure the race continues in the future. By maintaining low club subscriptions we feel confident we are able to attract more runners of all ages and from all walks of life thus providing

		a relatively inexpensive means of keeping fit and meeting other like minded people. We cater for beginners by ensuring club members accompany them on runs as well as offer transport should they wish to attend races.	
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Part 2: Cost Details / Resources / Timescale

2.1	Total Cost of Project:	Approx £2,180	
2.2	Total contribution sought:	£250	
2.3	What will the money be spent on?	Memento for each finisher / prizes £900 Leisure centre and equipment hire (estimated) £250 Medical support £480 Refreshments £250 Printing and promotion £150 Race numbers and pins £50 Fees £50 Cups £50 Other £unknown at this stage	
2.4	Any ongoing costs:	Storage of signage, equipment, any stock items £100 per annum. Most of the main costs above will be repeated each year except for signage which will likely be replaced every 3-4 years.	
2.5	Details of confirmed match funding include source Cash: In kind:	None to date	
2.6	Resources needed:	Financial support as requested. Plus any other publicity as may be offered in Town council publications, Tourist office etc would be greatly appreciated. We aim to get as many local participants as possible.	
2.7	Estimated timescale of project from start to finish:	Race one day obviously. But approximately 4 months in total. To include planning 3 months and completion / close off 1 month	

Part 3: Potential Benefits / Outputs

3.1	What are the potential benefits/outputs to residents of Congleton	Promotes Congleton as a place to live and set up business to a wider audience. Promotes running as a means to stay fit and healthy for all ages and abilities. Introduces local running clubs to the community and encourages membership. Promotes community participation in the organisation of events Provides support to local charities Promotes local businesses who get involved in the event.	
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3.2	<i>Are there similar services/projects provided in the area</i>	No other local events on the same day as far as we are aware and certainly nothing as unique or charismatic as the 'Cloud 9'.
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Part 4: Evaluation

4.1	<i>How will the project be evaluated?</i>	A full profit and loss account will be prepared A formal post race review meeting will be held A press report will be written From direct emails and feedback that appears on the Fell Runners Association and Runners' World forums, and via various other publications.
4.2	<i>Who will carry out the evaluation?</i>	Congleton Harriers 'Cloud 9' race committee

Signature: *Phil Dawson*

Date: *14 November 2017*

Martha Hayes

From: Philip Dawson <[REDACTED]>
Sent: 14 November 2016 12:08
To: Martha Hayes
Cc: Jackie Potts; 'Craig'; Nigel.Poole [REDACTED]; 'Bryan Lomas'; Jo Moss; robbiep71@hotmail.com
Subject: 30th Cloud 9 Hill Race 5th March 2017
Attachments: Cloud 9 2017 Congleton Council financial-assistance-application-form (1).doc
Importance: High

Hi Martha, Hope you are well.

As always we are starting to plan early for our next major event, the Cloud 9 Hill race. Now in its' 30th year the race starts and finishes at Brunswick Wharf close to the town centre, taking in Bosley Cloud and the ancient Bridestones along the 9 mile route.

With the kind permission of the National Trust, this year we will have 340 participants toeing the line from all over the borough and country. Its' become something of an iconic event in the Fell running calendar, offering as it does an ideal introduction for those wanting to try Fell running for the first time and enough of a challenge for the more experienced. It is also a great advert for the town and local businesses who benefit from the extra custom. In addition we make a donation from each runners entry fee to local charities.

Of course there is considerable expense involved in putting on an event like this, and while entry fees cover most of these, a cancellation of the race (as happened with the Foot and Mouth epidemic) or not achieving our break -even point can leave us having to use club funds to make up the difference. It is with this in mind that we seek support from the council.

Our completed application containing more detail is attached which we hope will be given due consideration when the council next meets. It should be noted that some of the figures are estimates based on last year's costs, especially with respect to Medical cover, which we expect to increase significantly.

We look forward to hearing from you soon.

Best regards, Phil Dawson (on behalf of the Cloud 9 Race committee)

[REDACTED]

SUBMITTED MEE TING:
24th Nov.



Congleton Town Council Application for Financial Assistance



Part 1: Applicant(s) and Project Details

Application Reference Number (office use only)	GR21/1617
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1.1	Applicant(s):	NIGEL MOORHOUSE
1.2	Representing:	CONGLETON TOWN FOOTBALL CLUB
1.3	Email Address:	[REDACTED]
1.4	Tel No.	[REDACTED]
1.5	Project Title:	REFURBISHMENT OF CLUBHOUSE ROOF
1.6	Project Objectives:	TO WEATHERPROOF THE CLUBHOUSE ROOF TO ENABLE THE CLUBHOUSE TO BE FULLY USABLE TO SUPPORT LOCAL SPORTS ACTIVITIES AND CHARITY EVENTS AT THE BOOTH STREET FOOTBALL GROUND
1.7	Brief Project Description:	REFURBISHMENT OF CLUBHOUSE ROOF ENTAILS NEW PITCH ON ROOF AREA CURRENTLY FELTED AND TILES REPLACED ON ROOF AREA CURRENTLY PITCHED. NEW LEAD AROUND CUTTERS. INTERNAL ELECTRICAL WIRING REPLACEMENT.
1.8	Details accounts/budgets	LATEST ACCOUNTS ATTACHED

Part 2: Cost Details / Resources / Timescale

2.1	Total Cost of Project:	£37,972.20
2.2	Total contribution sought:	£1,000.00 £500
2.3	What will the money be spent on?	CONTRIBUTION TO TOTAL CONTRACTORS' COSTS.

2.4	Any ongoing costs:	£ NIL
2.5	Details of confirmed match funding include source Cash: In kind:	£ NIL £ NIL
2.6	Resources needed:	CONTRACTORS PROVIDE ALL RESOURCES WITHIN BUDGET COST OF PROJECT
2.7	Estimated timescale of project from start to finish:	6 WEEKS

Part 3: Potential Benefits / Outputs

3.1	What are the potential benefits/outputs to residents of Congleton	THE REFURBISHMENT OF THE ROOF WILL ENABLE THE CLUB TO MAKE FULL USE OF THE CLUBHOUSE AND TO CONTINUE TO SUPPORT SPORTING AND CHARITABLE ACTIVITIES IN THE TOWN.
3.2	Are there similar services/projects provided in the area	NOT AWARE OF ANY

Part 4: Evaluation/Publicity

4.1	How will the project be evaluated and who will carry out the evaluation?	CONGLETON TOWN FOOTBALL CLUB DIRECTORS
4.2	Describe how you will promote the Town Council in your project	ADVERTISEMENT IN MATCH PROGRAMME PUBLICISING TOWN COUNCIL SUPPORT, ENTRY ON CLUB WEBSITE AND POSTER DETAILING SUPPORT IN CLUBHOUSE

Signature: Neil Marshall

Date: 19th AUGUST 2016



CONGLETON TOWN FOOTBALL CLUB 'Home of the Bears'

17th November 2016

David McGifford,
Chief Officer,
Congleton Town Council,
Congleton Town Hall,
High Street,
Congleton
CW12 1BN

Dear David,

Application for Financial Assistance

Further to our application on 23rd August 2016 for financial assistance I would advise of progress made in securing funding.

We have been able to secure emergency relief grant support from the Football Foundation, community grant funding from Cheshire East Council and further local grant assistance. This will enable us to refurbish the clubhouse roof and improve the electrical infrastructure. The club has also raised its own funds from various initiatives over the past six months to supplement the cost of this work. In order to be able to complete the work the club would require an additional £500. We would respectfully apply for Congleton Town Council support in this regard.

I have attached our previous financial assistance application which made a request for £1,000. As the result of the club's own fundraising we have now reduced this figure to £500.

We look forward to hearing from you.

Yours sincerely

Nigel Moorhouse
Chairman



Town Council Grant

SUBMITTED MEETING:
24th NOV 16.



Activities Monitoring Form

Please send the cheque to the address below.

1. Contact Details	
Organisation name:	CONGLETON MUSICAL THEATRE
Address:	[Redacted] ST. [Redacted] RE [Redacted]
Grants Officer.	

2. Grant Information	
Grant Reference Number:	GR08/1617
Total project cost:	£20,810



Receipts Attached? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	Receipt Amount: £ 523-96p.
Please list receipts below: NORTH ROAD TIMBER (attached).	

3. Project Information	
When did the project commence?	MAY - OCTOBER 2016
Did you make a profit from the project? Yes <input type="checkbox"/> No <input type="checkbox"/>	NOT YET KNOWN.
If yes, how will this be used? To further the objectives of the society by performing the 2017 Show.	
Please explain how the grant money was used: Towards the cost of set construction.	

Please explain what difference the project has made to your organisation/local people:

- The project has continued the tradition of providing an annual musical show in which many local adults and children took part
- There were almost full audiences for the 6 performances.

4. Promotion

Please send an electronic photograph of your project/activity. Is this attached? Yes ☒ No ☐

Do you give permission for these photographs to be used on the Council's web site and in newsletters? (Please ensure that you seek permission for anybody photographed). Yes ☒ No ☐

Was the grant funding from Congleton Town Council acknowledged in any way? Yes ☒ No ☐

Please state how (i.e. on your website, event programme, tickets, etc)

~~On web site~~ In the programme.

5. Feedback

What is your experience of using the Town Council Grant Scheme? Are there any comments or suggestions for improvements that you would like to make?

Straightforward to complete.

How did you apply? Online ☐ Email ☐ Post ☒

Do you feel that you understood the process? Yes ☒ No ☐

Please rate the following elements:

	Excellent	Good	OK	Poor
Completing the application form	<input checked="" type="checkbox"/>			
Relevance of guidelines	<input checked="" type="checkbox"/>			
Length of the process from submitting an application to receiving notification	<input checked="" type="checkbox"/>			
Advice given from the Town Council Grants Team (if applicable)	<input checked="" type="checkbox"/>			

Encl 1) Invoice from North Road Timber.
2) Programme of show



CONGLETON MUSICAL THEATRE
proudly presents

SISTER ACT

A Divine Musical Comedy !!

Monday 24th-Saturday 29th October 2016
7.30pm

Daneside Theatre
Congleton

Director & Choreographer: Nicky Evans
Musical Director: David Francis

Congleton Town Council
Historic market town

CMT would like to thank
Congleton Town Council for
its generous support.



CMT is affiliated to the
National Operatic & Dramatic
Association.



CMT would like to thank
Congleton Inclosure Trust for
its generous support.

Music by ALAN MENKEN, Lyrics by GLENN SLATER, Book by CHERI & BILL STEINKELLNER, Additional Book Material DOUGLAS CARTER BEA NE
Based on the Touchstone Pictures Motion Picture "Sister Act" written by Joseph Howard
This amateur production is presented by arrangement with JOSEF WEINBERGER LTD. on behalf of MUSIC THEATRE INTERNATIONAL of NEW YORK



Town Council Grant

Activities Monitoring Form

SUBMITTED MEETING:
24th NOV.



1. Contact Details	
Organisation name:	Congleton Community Credit Union
Address:	Congleton Library Market Square, Congleton, Cheshire, W12 1ET

2. Grant Information			
Grant Reference Number:	GR14/1617		
Total project cost:	£240.00		

Receipts Attached? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Receipt Amount:	£240.00
Please list receipts below:		

3. Project Information			
When did the project commence?		N/A	
Did you make a profit from the project? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>			
If yes, how will this be used?			
Please explain how the grant money was used:			
Grant required to cover additional costs associated with changes to the accounting software required by the Financial Regulating Authority (The Bank of England)			

Please explain what difference the project has made to your organisation/local people:

The grant enables the Credit Union to comply with the new accounting regulations.

4. Promotion

Please send an electronic photograph of your project/activity. Is this attached? Yes ☐ No ☒

Do you give permission for these photographs to be used on the Council's web site and in newsletters?
(Please ensure that you seek permission for anybody photographed). Yes ☐ No ☐

Was the grant funding from Congleton Town Council acknowledged in any way? Yes ☒ No ☐

Please state how (i.e. on your website, event programme, tickets, etc)

On all publicity material/leaflets and posters, support is always acknowledged in our quarterley newsletter.

5. Feedback

What is your experience of using the Town Council Grant Scheme? Are there any comments or suggestions for improvements that you would like to make?

No I have always found the application process easy to use and the response very speedy. If the purpose for which the application is being made does not fall within the criteria of council grants alternative's are always signposted.

How did you apply? Online ☐ Email ☐ Post ☒

Do you feel that you understood the process? Yes ☒ No ☐

Please rate the following elements:

	Excellent	Good	OK	Poor
Completing the application form	X			
Relevance of guidelines	X			
Length of the process from submitting an application to receiving notification	X			
Advice given from the Town Council Grants Team (if applicable)	X			

Date: 10/11/2016

Congleton Town Council 16/17

Page No: 1

Time: 14:53

User: JP

Bank Reconciliation Statement as at: 31/10/2016 for Cash Book 1 RBS Current/I Access Acct

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
RBS High Interest A/c 11411162	31/07/2016	646	0.00
RBS Current Account 11411170	31/10/2016	53	49,461.24
			<u>49,461.24</u>
<u>Unpresented Cheques (Minus)</u>	<u>Amount</u>		
29/09/2016 008248 A Morrison		18.70	
01/10/2016 008266 Cheshire Police		50.00	
04/10/2016 008249 Congleton Sports Trust		100.00	
07/10/2016 008250 Cheshire Association of Local		30.00	
07/10/2016 008254 Heads (Congleton) Limited		258.72	
24/10/2016 008268 Hollins & Hollinshead		132.00	
31/10/2016 008271 Cambridge & Counties Bank		150,000.00	
31/10/2016 008272 Mrs P Pinto		45.00	
			<u>150,634.42</u>
			-101,173.18
<u>Receipts not Banked/Cleared (Plus)</u>			
			<u>0.00</u>
			-101,173.18
Balance per Cash Book is :-			-101,173.18
Difference is :-			0.00

Special Interest Bearing Account Reconciliation as at 31/10/2016

Balance per Special Interest Bearing (10180876)	1,094,238.21
Balance per Omega Code 202	<u>1,094,238.21</u>

Congleton Town Council 16/17
RBS Current/I Access Acct

List of Payments made between 01/10/2016 and 31/10/2016

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Transaction Detail</u>
01/10/2016	Cheshire Library	008266	£50.00	Donation to children's christmas presents
03/10/2016	United Utilities	DD	£404.16	01322169/6759/wastewater bill
03/10/2016	CEast	DD	£2,286.00	Business rates Town Hall
03/10/2016	Ceast	DD	£194.00	Mkt St Toilets rates
04/10/2016	Congleon Sports Trust	008249	£100.00	Loan to sports trust
05/10/2016	West Mercia Energy	dd	£13.62	1313956/7203/Gas Town Hall
05/10/2016	Grenke Leasing	DD	£406.19	Van Tracker boxes
07/10/2016	Cheshire Association of Local	008250	£30.00	003643/7267/Councillor training
07/10/2016	Cheshire Electrical Supplies L	008251	£15.13	C1704292/7269/light bulbs
07/10/2016	Cheshire Pest Solutions Ltd	008252	£72.00	8329/7270/wasp nests
07/10/2016	Cheshire Turf Machinery Ltd	008253	£78.54	145174/7271/rear indicator bulb
07/10/2016	Heads (Congleton) Limited	008254	£258.72	101528/7274/Senior Health Ad
07/10/2016	Congleton High School	008255	£42.50	5101894/7275/Expo postcards
07/10/2016	LAC Autoparts	008256	£37.90	5488681/7276/oil & bulbs
07/10/2016	MAC Tool & Plant Hire Ltd	008257	£98.45	5808/7278/carpet cleaner hire
07/10/2016	TMC Creative Ltd	008258	£1,777.87	4153/7281/TOB Design & Artwork
07/10/2016	Porters Service Station Ltd	008259	£1,233.44	300916/7283/fuel
07/10/2016	K G Loach	008260	£611.70	28480/7285/rake/leaf picker
07/10/2016	Spiral Colour	008261	£154.80	00023796/7279/roller banner
07/10/2016	Talke Chemical Company Limited	008262	£870.73	64883/7291/S/S janitorial
07/10/2016	Thomson Planning Partnership L	008263	£567.36	20/012/AT/016/7280/Neighbourhood plan Consultancy
07/10/2016	Threadfast Engineers Ltd	008264	£26.50	SIN088838/7292/nuts & bolts
07/10/2016	T & S Electrical Limited	008265	£244.20	10942/7294/repair lighting
12/10/2016	TomTom Telematics	DD	£106.92	6835710/7320/Webfleet
12/10/2016	Pitney Bowes	DD	£190.05	Franking machine rental
14/10/2016	Wirehouse Employer Services	DD	£102.00	H&S support
17/10/2016	West Mercia Energy	Dd	£788.45	1318833/7251/P/Pool electricit
17/10/2016	RBS Bankline	DD	£25.00	Bankline charges
17/10/2016	The Royal Bank of Scotland	Credit card	£64.19	031016/7316/Business expo costs
18/10/2016	Salaries October 16	BANKLINE	£54,881.03	Salaries October 16
19/10/2016	Wirehouse Employer Services	DD	£153.60	HR support monthly
21/10/2016	RBS	DD	£22.91	Bank charges
24/10/2016	BACS B/L Pymnt Page 1562	BACS Pymnt	£70.37	Angel Springs - drinking water
24/10/2016	BACS B/L Pymnt Page 1562	BACS Pymnt	£90.62	In bloom expenses
24/10/2016	BACS B/L Pymnt Page 1562	BACS Pymnt	£87.84	Cannon Clinical waste
24/10/2016	BACS B/L Pymnt Page 1562	BACS Pymnt	£18,175.00	CEC loan repayment
24/10/2016	BACS B/L Pymnt Page 1562	BACS Pymnt	£600.00	CEC TOB items
24/10/2016	BACS B/L Pymnt Page 1562	BACS Pymnt	£1,937.52	CTHEP recharges £1676.52; £261 P/ship
24/10/2016	BACS B/L Pymnt Page 1562	BACS Pymnt	£276.00	ECCCE membership fee
24/10/2016	BACS B/L Pymnt Page 1562	BACS Pymnt	£205.08	4 Oaks winter bedding
24/10/2016	BACS B/L Pymnt Page 1562	BACS Pymnt	£57.60	JAF Graphics stickers
24/10/2016	BACS B/L Pymnt Page 1562	BACS Pymnt	£288.77	KG Loach
24/10/2016	BACS B/L Pymnt Page 1562	BACS Pymnt	£5.99	LAC graffiti spray
24/10/2016	BACS B/L Pymnt Page 1562	BACS Pymnt	£186.56	LandscapeSupplies PPE
24/10/2016	BACS B/L Pymnt Page 1562	BACS Pymnt	£391.00	The leaflet team - delivery Bear Necc.
24/10/2016	BACS B/L Pymnt Page 1562	BACS Pymnt	£875.34	MAC tool hire - repairs to SS equip
24/10/2016	BACS B/L Pymnt Page 1562	BACS Pymnt	£1,006.00	MWB - P/ship Saw mill electrics
24/10/2016	BACS B/L Pymnt Page 1562	BACS Pymnt	£500.38	Otis - Lift maintenance
24/10/2016	BACS B/L Pymnt Page 1562	BACS Pymnt	£74.40	Spiral - pull up banner
24/10/2016	BACS B/L Pymnt Page 1562	BACS Pymnt	£134.67	Stationery Cupboard - stationery
24/10/2016	BACS B/L Pymnt Page 1562	BACS Pymnt	£5.59	Threadfast - drill bit
24/10/2016	BACS B/L Pymnt Page 1562	BACS Pymnt	£798.00	Vibrant graphics - print Bear Necc

24/10/2016	Hollins & Hollinshead	008268	£132.00	191016/7327/mayoral chain repairs
24/10/2016	Ian Turnock	008269	£2,499.60	040/7321/ P/ship sculpture
24/10/2016	West Wallasey Contract Hire	008270	£3,623.91	WAL223646/7323/leasing vans
24/10/2016	EE	dD	£25.78	V01278588681/7303/JM phone
24/10/2016	West Mercia Energy	dd	£1,489.86	132259/7282/Town Hall Electric
24/10/2016	PJ Aston	008267	£629.24	Partnership cider equipment
25/10/2016	RBS autopay	DD	£10.00	Autopay charges
25/10/2016	Prism Bus Developments	DD	£974.75	IT support monthly
28/10/2016	Allpay - Plus Dane	DD	£36.08	Allotment garage rental
31/10/2016	Suez Recycling and Recovery UK	DD	£268.22	30415110/7286/waste
31/10/2016	Cambridge & Counties Bank	008271	£150,000.00	1yr fixed rate bond
31/10/2016	Mrs P Pinto	008272	£45.00	In bloom expenses

Total Payments

£251,409.13

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance and Policy		
MEETING DATE AND TIME	24/11/16 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	Jackie Potts – Support Manager		
AGENDA ITEM	Item 10		
REPORT TITLE	Telephone System for Congleton Town Council		
Background	<p>It has been increasingly apparent that 2 telephone lines are no longer sufficient to service the Town Council offices. The current handsets and system are listed on our fixed asset register at a cost of £5,000. The system is over 10 years old so has been depreciated to zero. This report is to look at the options available and to make a recommendation on the preferred choice.</p>		
Updates	<p>The options available are: Option 1 - Extra BT PSTN lines Option 2 - Voice Over IP (VOIP)</p> <p><u>Option 1</u></p> <p>The cost for another 2 BT lines would be rental charges of £600 per year. There would also be an installation charge of between £100 and £370 depending on the length of the contract. Added to this our current call charges are around £600 per year and current line rental £350 per year so total annual charges would be £1550. The phone system (handsets) is technically obsolete so although still useable they will need replacing fairly soon.</p> <p><u>Option 2</u></p> <p>A VOIP system would give 4 extra lines to include 5000 local and national minutes and 2000 UK mobile minutes per line per month and would be £384 per year. VOIP is a modern solution which uses a broadband connection to make and receive calls. It is much more flexible with options to operate the same telephone number from different sites and to transfer to mobile phones if staff are offsite. It is also easy to add extra lines if required in the future.</p> <p>To operate a VOIP system would require an upgrade to our existing handsets but this would be needed soon anyway as the current ones are now obsolete so could cause problems in the future.</p> <p>The cost of replacing the handsets and phone system would be £4,755 which would come from our capital contingency reserve.</p> <p>3 suppliers have been contacted to provide quotations. These were our existing IT consultants who currently supply the broadband; the existing telephone support company and a communications company from Manchester. All have given similar quotations for price and whilst the existing telephone company have always given us good support there could be future problems whereby the telephone company could blame the broadband company and vice versa. If the same company supplied both broadband and VOIP it would only entail contacting one company for any problems. Our current IT support consultants are locally based and have always worked well with the Town Council.</p>		
Decision Requested	To approve a capital spend to replace the phone system and to have a VOIP flexible communication system with our existing IT support company		

CONGLETON TOWN COUNCIL

COMMITTEE REPORTS AND UPDATES

COMMITTEE:	Finance and Policy Committee		
MEETING DATE AND TIME	24 th November 2016 7.00pm	LOCATION	Congleton Town Hall
REPORT FROM	The Chief Officer		
AGENDA ITEM REPORT TITLE	11 Tourist / Visitor Information Centre (VIC)		
Background	<p>As part of the Cheshire East Council Pre Budget Consultation it was identified that potential savings could be made by transferring their VIC's to the Towns, namely Congleton and Macclesfield.</p> <p>A meeting was arranged with CEC officers on the 16.11.2016 to discuss their thoughts on how this could be achieved</p>		
Updates	<p>Initial information has been provided in terms of income, expenditure and running costs for the Visitor /Tourist Information Centre. This has generated a lot of queries which will need to be answered prior to it being presented to a Council Committee or working group.</p> <p>For the purpose of the Finance and Policy Committee we needed to establish if there was likely to be any financial implications to the Town Council for the 2017/18 financial year.</p> <p>It was confirmed that if there was to be any agreement with regards to this service it would not commence until 2018/19.</p>		
Decision Requested	For councillors to receive the above update		

Finance and Policy Committee Meeting 24th November 2016

REPORT ON THE BUDGET 2017/18

Introduction

As the Council's budget is quite complex, it is ever more important for members to be able to understand the format and details to enable them to make informed decisions. This is the covering report that has been produced along with the draft budget, to bring in the main factors influencing its form.

The Council through its current and previous Corporate Strategies has set in place an ambitious programme of service enhancement and community leadership, which has necessitated its capacity, skill levels and inevitably its costs to be increased over recent years.

The 2017-18 Budget is structured to continue to deliver the Corporate Strategy; however its greatest pressures are most likely to come from the continued devolvement programme from Cheshire East Council; however in some cases these could also be viewed as opportunities to provide cost effective services for our residents. It is also worth noting that due to continuing low interest rates income from our investments is still low.

20016-17 Forecast

The projected expenditure to March 2017 is anticipated to show a variance of approximately £63k. against income.

As expected there have been variations to both income and expenditure during the year, the main variations are summarised below:

Underspend:

- £25k Council Tax Support Grant (This had initially been withdrawn but was later reinstated for 2015/16 after the Town Council budget had been approved)
- £21k Streetscape services. This underspend is largely from the staffing budget and due to some staff currently choosing not to be in the Cheshire Pension scheme and fewer overtime hours being worked than budgeted for.
- £10k extra income into the Town Hall trading account due to increase bookings in the Town Hall including a block booking by Cheshire East Council for the local plan hearing.

The overspend on Congleton Partnership, Floral Displays, Christmas Fayre and Tourism is offset by increased income on all these budget headings.

It is good practice to move some of the underspend into earmarked reserves as long as the Council keeps at the recommended level of general reserves which is 3 months net revenue expenditure currently £175k. As there are a number of capital projects that will be started shortly the Capital Contingency reserve is recommended to receive any significant sums at the financial year end to 31/03/17.

Town Hall

In March 2016 we signed contracts with our new commercial partner for the town hall with the objective of trying to reduce the operating costs of the Town Hall.

Expenditure on the Town Hall is expected to be approximately £156k which is largely on budget, whilst total income is expected to be £108k so £10k above budget. This would show that the operating deficit would be reduced to £48k for 2016/17.

Budget Format

The budget is divided into its main spending committees and within each cost centre and income / expenditure codes

Reserves

The projected reserves for March 2017 are as follows

General Reserve	175109
Capital Contingency - General	191466
Capital Equipment fund	31489
Elections	15000
Carnival	6210
Crime Prevention/Traffic Calming	3779
Congleton Partnership Projects	77965
Civic Treasures	3000
Website	1651
Training	4048
Devolved Services	56767
Loan Repayments	850
Public Toilets	18223
Play Areas	6000
Public Realm	12000
Legal Fees	5292
Christmas Lights	5404
Cenotaph	10000
Rotary Bonfire	5000
In Bloom	3000

General Budget Assumptions

There are no significant changes to the budget for 2017/18 other than the way of operating the luncheon club which seems to be working successfully. Instead of a staffing budget this will now operate as a grant of £11k.

- Salary increases have been assumed to be around 1%.
- Pension contributions assumed around 0.5%
- £15k has been included for 2017/18 contribution to the Citizens Advice Bureau
- £16k has been included for Congleton Community Projects.
- £14k has been included a contributions towards Congleton Partnership projects.

	Precept	Increase £
2016/17	784,342	
2017/18	797,212	12,870
		1.64%

Investment

The Council is required to maintain and review its Investment Policy at least annually. A review has recently been completed. Small changes are recommended, but Investment Income is again anticipated to be relatively low

Recommendations

To agree the Revenue and Capital Budget for 2017/18 as set out in appendix 1

David McGifford 18.11.16

Budget Detail - By Committee

Note : Budget Calculation 2017/18

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>		Projected Actual	<u>Next Year</u> Next Year Budget
	Budget	Actual		Revised Budget	Actual YTD		
<u>Finance and Policy</u>							
<u>101 Corporate Management</u>							
4000 Staff Costs (re-allocated)	113,562	119,523	116,187	116,187	55,050	115,000	114,645
4007 Travel and Subsistence	1,000	680	1,000	1,000	90	1,000	900
4008 Training / Conferences	2,500	3,452	2,500	2,500	1,378	3,000	1,000
4013 Rent Payable	13,950	13,950	13,950	13,950	6,975	13,950	13,950
4019 Reception - TIC	2,730	2,772	2,800	2,800	0	2,966	3,010
4020 Miscellaneous Office Costs	400	371	400	400	138	400	400
4021 Telephone/Fax/Internet	2,000	1,557	2,000	2,000	704	2,000	3,000
4022 Postage	3,000	2,801	3,000	3,000	742	2,500	2,500
4023 Stationery & Printing	2,500	1,511	2,500	2,500	601	1,600	2,000
4024 Subscriptions & Publications	2,100	2,609	2,700	2,700	2,621	2,860	2,900
4025 Insurance	7,250	7,560	8,000	8,000	9,671	9,671	9,800
4026 Computer/IT Costs	7,000	7,298	7,500	7,500	3,547	8,600	9,950
4027 Photocopy Charges	2,500	1,915	2,500	2,500	1,196	2,500	2,500
4030 Recruitment Advertising	500	2,697	500	500	150	500	500
4031 Other Advertising	200	147	300	300	205	300	300
4051 Bank Charges	100	103	500	500	285	600	600
4061 Audit Fees - External	2,000	1,600	2,000	2,000	0	2,000	2,000
4062 Audit Fees - Internal	1,230	1,230	1,260	1,260	0	1,260	1,260

Continued on Page 2

Continued on Page 2

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Budget Calculation 2017/18

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>	
	Budget	Actual		Revised Budget	Actual YTD			Next Year Budget	
4063 Accountancy Support	3,750	4,061	3,750	3,750	978		4,075	4,100	
4064 Legal & Professional fees	1,500	6,208	3,000	3,000	1,335		3,000	3,000	
4066 HR & H&S Support	3,560	2,556	3,500	3,500	1,278		3,000	4,000	
4920 Tfr to Cap Contingency Fund	0	12,000	0	0	0		0	0	
4988 Tfr from EMR Training	0	-952	0	0	0		0	0	
4990 Tfr from EMR Legal Fees	0	-4,708	0	0	0		0	0	
5998 Defd Grts credit to services	0	-10,000	0	0	0		0	0	
5999 Dep'n charged to services	0	2,575	0	0	0		0	0	
6000 Central Overheads Reallocated	-49,263	-48,971	-49,263	-49,263	-26,339		-49,263	-49,756	
OverHead Expenditure	124,069	134,544	130,584	130,584	60,606		131,519	132,559	
1176 Precept	665,630	665,630	784,342	784,342	784,342		784,342	797,212	
1181 Precept Support Grant	49,890	49,890	0	0	24,945		24,945	0	
1190 Interest Receivable	4,000	3,846	2,500	2,500	1,794		3,500	3,000	
Total Income	719,520	719,366	786,842	786,842	811,081		812,787	800,212	
101 Net Expenditure	-595,451	-584,821	-656,258	-656,258	-750,475		-681,268	-667,653	
102 Democratic Rep'n & Mgmt/Civic									
4000 Staff Costs (re-allocated)	22,500	23,026	23,977	23,977	11,941		23,917	25,396	
4008 Training / Conferences	1,000	271	1,000	1,000	256		500	500	
4023 Stationery & Printing	400	438	400	400	55		500	500	

Budget Detail - By Committee

Note : Budget Calculation 2017/18

	<u>Last Year</u>		<u>Current Year</u>			<u>Projected Actual</u>	<u>Next Year Budget</u>
	<u>Budget</u>	<u>Actual</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Actual YTD</u>		
4033 Marketing/Promotions	800	470	900	900	110	900	900
4034 Council Newsletter	5,230	5,094	5,230	5,230	1,412	5,230	5,230
4035 Council Website	1,000	10,819	2,000	2,000	250	2,000	1,500
4051 Bank Charges	0	0	0	0	-19	0	0
4201 Mayor's Allowance	3,000	3,000	3,000	3,000	3,000	3,000	3,000
4203 Members' Expenses	360	99	360	360	0	200	200
4213 Civic Expenses	4,500	4,482	5,000	5,000	3,856	5,000	5,000
4221 Civic Regalia	100	246	100	100	0	2,110	250
4222 Hall & Room Hire	6,000	5,754	5,500	5,500	3,138	6,000	5,500
4225 Civic Artefacts and Treasures	500	255	500	500	206	500	500
4983 Tfr from EMR Web site	0	-9,999	0	0	0	0	0
6000 Central Overheads Reallocated	2,082	2,157	2,082	2,082	1,131	2,082	2,103
OverHead Expenditure	47,472	46,111	50,049	50,049	25,337	51,939	50,579
1190 Interest Receivable	0	0	0	0	-7	0	0
Total Income	0	0	0	0	-7	0	0
102 Net Expenditure	47,472	46,111	50,049	50,049	25,344	51,939	50,579
107 Grants (incl S137)							
4701 Grants - Permitted	15,000	11,501	15,000	15,000	1,330	15,000	15,000
4703 Grants - Subsidised Use	4,000	2,361	4,000	4,000	1,390	4,000	3,500

At 16:06

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Budget Calculation 2017/18

	Last Year		Agreed Budget	Current Year			Projected Actual	Next Year	
	Budget	Actual		Revised Budget	Actual YTD			Next Year Budget	
4704 Grant - Team 2012	0	2,085	0	0	0	0	0	0	
4708 Grant - Museum Notional Rent	4,500	4,500	4,500	4,500	2,250	4,500	4,500	4,500	
4709 CCP Grant	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	
4710 Congleton Partnership Accom	1,533	1,533	1,533	1,533	767	1,533	1,533	1,533	
4711 Grant - CAB	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000	
4712 Grant - Xmas Lights Partnershi	9,000	7,940	9,000	9,000	0	9,000	9,000	8,000	
4713 Grant - Carnival Committee	0	0	0	0	1,290	1,290	1,290	0	
4722 Grant - Remembrance Day Parade	700	933	700	700	0	700	700	700	
4723 Grant - Town Hall 150 yr celeb	0	0	5,000	5,000	6,999	6,999	6,999	0	
4732 Grant - Church Clock Maint'ce	250	258	250	250	265	250	250	250	
4925 Tfr to EMR Committed Grants	0	12,045	0	0	0	0	0	0	
4941 Tfr to EMR Christmas Lights	0	1,060	0	0	0	0	0	0	
4946 Tfr to EMR Rotary Bonfire	0	5,000	0	0	0	0	0	0	
4973 Tfr from EMR Carnival	0	0	0	0	-1,290	-1,290	-1,290	0	
4975 Tfr from EMR Committed Grants	0	-7,465	0	0	-2,045	-2,045	-2,045	0	
4991 Tfr from EMR Christmas Lights	0	-156	0	0	0	0	0	0	
OverHead Expenditure	65,983	72,595	70,983	70,983	41,956	70,937	64,483		
1179 Grants Receivable - Other	0	0	0	0	1,400	1,400	0	0	
1199 Miscellaneous Income	0	0	0	0	130	130	0	0	
Total Income	0	0	0	0	1,530	1,530	0	0	
107 Net Expenditure	65,983	72,595	70,983	70,983	40,426	69,407	64,483		

Note : Budget Calculation 2017/18

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>		Projected Actual	<u>Next Year Budget</u>
	Budget	Actual		Revised Budget	Actual YTD		
108	<u>Mayor's Fundraising Activities</u>						
4297	Mayor's Fundraising Unspent	0	3,147	0	-9,569	0	0
4298	Mayor's Fundraising-Donations	0	1,500	0	500	360	0
4299	Mayor's Fundraising-Expenses	0	5,172	0	4,746	0	0
	OverHead Expenditure	0	9,818	0	-4,323	360	0
1299	Mayor's Fundraising-Income	0	9,818	0	360	360	0
	Total Income	0	9,818	0	360	360	0
108	Net Expenditure	0	0	0	-4,682	0	0
109	<u>Capital and Projects</u>						
4053	Loan Interest Payable	17,473	17,473	17,267	8,660	17,267	17,052
4054	Loan Capital Repaid CBC	36,350	36,350	36,350	0	36,350	36,350
4055	Loan Capital Repaid - PWLB	4,305	4,305	4,511	2,229	4,511	4,726
4804	CAP - Streetscape Equipment	5,000	343	5,000	349	5,000	5,000
4806	CAP Office Equipment/computers	5,000	262	5,000	463	5,000	5,000
4809	CAP - Town Hall Equipment	0	1,119	0	0	0	5,000
4850	CAP - Town Hall 5 Yr Mtce/DDA	0	35,243	0	0	0	0
4899	Assets Capitalised	0	13,130	0	0	0	0
4918	Tfr to Capital Equipment Fund	4,000	4,000	4,000	4,000	4,000	4,000

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At 16:06

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Budget Calculation 2017/18

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>			Projected Actual	<u>Next Year</u>	
	Budget	Actual		Revised Budget	Actual YTD			Next Year Budget	
4920 Tfr to Cap Contingency Fund	35,000	35,000	35,000	35,000	35,000		35,000	35,000	
4968 Tfr from Cap Equipment Fund	-5,000	-2,151	-5,000	-5,000	-349		-5,000	-5,000	
4970 Tfr from Cap Contingency Fund	-5,000	-46,529	-5,000	-5,000	-463		-5,000	-10,000	
4986 Tfr from EMR Loan Repay's	-350	-350	-350	-350	0		-350	-350	
5175 NBV of Asset Disposals	0	681	0	0	0		0	0	
5176 NBV Asset of Disposals to CFR	0	-681	0	0	0		0	0	
OverHead Expenditure	96,778	98,195	96,778	96,778	49,889		96,778	96,778	
1183 Insurance claims received	0	1,417	0	0	0		0	0	
Total Income	0	1,417	0	0	0		0	0	
109 Net Expenditure	96,778	96,778	96,778	96,778	49,889		96,778	96,778	
Finance and Policy - Expenditure	334,302	361,263	348,394	348,394	173,464		351,533	344,399	
Income	719,520	730,601	786,842	786,842	812,963		814,677	800,212	
Net Expenditure	-385,218	-369,338	-438,448	-438,448	-639,499		-463,144	-455,813	

Budget Detail - By Committee

Note : Budget Calculation 2017/18

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>
	Budget	Actual	Agreed Budget	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
<u>Community, Environment & Serv</u>							
<u>201</u>	<u>Paddling Pool</u>						
4000		14,310	13,351	11,746	10,339	10,339	10,261
4009		350	338	350	200	200	350
4012		3,500	4,478	3,500	2,694	4,000	4,000
4014		2,300	2,086	2,300	1,645	2,300	2,300
4039		2,600	1,711	2,500	2,057	2,057	2,500
4041		1,500	4,603	3,000	1,424	3,000	3,000
4042		100	78	100	40	100	100
5999		0	2,095	0	0	0	0
6000		1,324	1,229	1,324	554	1,324	1,337
		<u>25,984</u>	<u>29,970</u>	<u>24,820</u>	<u>18,954</u>	<u>23,320</u>	<u>23,848</u>
1180		300	184	0	0	0	0
		<u>300</u>	<u>184</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
		Total Income					
		300	184	0	0	0	0
		25,684	29,785	24,820	18,954	23,320	23,848
<u>212</u>	<u>Propogation Unit (Partnership)</u>						
4162		1,000	0	1,000	0	0	0
		<u>1,000</u>	<u>0</u>	<u>1,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
		1,000	0	1,000	0	0	0

Continued on Page 8

Continued on Page 8

At 16:06

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Budget Calculation 2017/18

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>		Actual YTD	Projected Actual	<u>Next Year</u>	
	Budget	Actual		Revised Budget	Actual			Next Year Budget	
<u>215</u> <u>Floral Displays</u>									
4162 General Expenditure	12,000	12,925	12,000	12,000	12,398	19,333	12,000		
OverHead Expenditure	12,000	12,925	12,000	12,000	12,398	19,333	12,000		
1179 Grants Receivable - Other	0	300	0	0	500	500	0		
1180 Donations Received	0	23	0	0	0	0	0		
1199 Miscellaneous Income	2,500	3,787	2,500	2,500	9,333	9,333	0		
Total Income	2,500	4,110	2,500	2,500	9,833	9,833	0		
215 Net Expenditure	9,500	8,815	9,500	9,500	2,565	9,500	12,000		
<u>241</u> <u>Allotments</u>									
4012 Water	0	0	0	0	25	0	0		
4038 Garage Rent payable	430	361	430	430	180	430	430		
4041 Property Maintenance	0	31	50	50	0	50	50		
5999 Dep'n charged to services	0	668	0	0	0	0	0		
OverHead Expenditure	430	1,060	480	480	205	480	480		
1010 Rent Received - 3rd Party	190	190	190	190	0	190	190		
Total Income	190	190	190	190	0	190	190		
241 Net Expenditure	240	870	290	290	205	290	290		

Budget Detail - By Committee

Note : Budget Calculation 2017/18

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>		Projected Actual	<u>Next Year Budget</u>
	Budget	Actual		Revised Budget	Actual YTD		
262 Street Furniture							
5999 Dep'n charged to services	0	6,360	0	0	0	0	0
OverHead Expenditure	0	6,360	0	0	0	0	0
262 Net Expenditure	0	6,360	0	0	0	0	0
263 Public Toilets							
4011 Rates	2,200	4,082	2,350	2,350	1,159	1,935	1,975
4012 Water	2,200	1,608	2,200	2,200	580	1,500	1,500
4016 Janitorial	500	1,404	2,000	2,000	618	1,500	1,500
4040 Maintenance Contracts	156	855	1,000	1,000	170	1,000	1,000
4041 Property Maintenance	744	524	800	800	92	800	800
4162 General Expenditure	0	0	0	0	6	0	0
4987 Tfr from EMR Public Toilets	0	-1,778	0	0	0	0	0
OverHead Expenditure	5,800	6,694	8,350	8,350	2,624	6,735	6,775
263 Net Expenditure	5,800	6,694	8,350	8,350	2,624	6,735	6,775
280 CTC Streetscape							
4000 Staff Costs (re-allocated)	374,297	341,954	388,827	388,827	180,617	367,421	400,476
4004 Temporary and Casual Staff	0	4,337	5,000	5,000	6,328	6,328	6,000

At 16:06

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Budget Calculation 2017/18

	Last Year		Agreed Budget	Current Year		Projected Actual	Next Year Budget
	Budget	Actual		Revised Budget	Actual YTD		
4008 Training / Conferences	0	0	0	0	0	0	2,000
4009 Protective Clothing\H & Safety	2,500	3,662	3,000	3,000	1,574	3,000	3,000
4013 Rent Payable	3,067	3,067	3,067	3,067	1,533	3,067	3,067
4016 Janitorial	4,000	4,736	4,000	4,000	4,323	6,000	3,000
4021 Telephone/Fax/Internet	1,200	1,200	1,200	1,200	0	1,200	1,200
4025 Insurance	5,500	6,093	6,000	6,000	6,089	6,089	6,400
4041 Property Maintenance	500	11,623	1,000	1,000	76	1,000	1,000
4043 Horticultural etc Supplies	16,000	22,264	16,000	16,000	14,291	16,000	16,000
4047 Vehicle Maintenance\Serv\MOT	7,000	7,778	7,000	7,000	4,847	8,000	8,000
4048 Vehicle Fuel & Oil	17,500	10,647	15,000	15,000	7,557	12,000	15,000
4049 Vehicle Rental charges	37,676	35,615	37,676	37,676	17,808	35,616	35,616
4071 Street Cleansing	0	0	0	0	0	0	3,000
4162 General Expenditure	1,000	179,925	1,500	1,500	710	1,500	1,500
4947 Tf to EMR In Bloom	0	3,000	0	0	0	0	0
4985 Tf from EMR Devolved Services	0	-483	0	0	0	0	0
5999 Dep'n charged to services	0	14,694	0	0	0	0	0
6000 Central Overheads Reallocated	34,632	34,427	34,632	34,632	18,348	34,632	35,404
OverHead Expenditure	504,872	684,539	523,902	523,902	264,103	501,853	540,663
3030 Plant purchases for recharging	0	416	0	0	26	26	0
Direct Expenditure	0	416	0	0	26	26	0

Budget Detail - By Committee

Note : Budget Calculation 2017/18

	<u>Last Year</u>		<u>Current Year</u>			<u>Projected Actual</u>	<u>Next Year Budget</u>
	<u>Budget</u>	<u>Actual</u>	<u>Agreed Budget</u>	<u>Revised Budget</u>	<u>Actual YTD</u>		
1165 Dev'd Services inc CEC Gross	358,475	358,152	362,696	362,696	272,571	363,428	367,320
1177 Grants Receivable - CEC	0	15,000	0	0	0	0	0
1183 Insurance claims received	0	177,626	0	0	0	0	0
1199 Miscellaneous Income	900	2,081	900	900	859	900	900
Total Income	359,375	552,858	363,596	363,596	273,430	364,328	368,220
280 Net Expenditure	145,497	132,096	160,306	160,306	-9,301	137,551	172,443
290 Partnership - Mini Bus							
4162 General Expenditure	0	6,823	0	0	0	0	0
4993 Tfr from EMR Mini Bus	0	-6,823	0	0	0	0	0
290 Net Expenditure	0	0	0	0	0	0	0
300 Public Realm							
4162 General Expenditure	0	0	0	0	297	297	0
4164 CCTV	12,600	9,975	14,450	14,450	9,250	14,450	14,450
5998 Def'd Grts credit to services	0	-225	0	0	0	0	0
5999 Dep'n charged to services	0	450	0	0	0	0	0
OverHead Expenditure	12,600	10,200	14,450	14,450	9,547	14,747	14,450
1179 Grants Receivable - Other	0	0	0	0	297	297	0
Total Income	0	0	0	0	297	297	0
300 Net Expenditure	12,600	10,200	14,450	14,450	9,250	14,450	14,450

Continued on Page 12

At 16:06

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Budget Calculation 2017/18

	Last Year		Agreed Budget	Current Year			Projected Actual	Next Year	
	Budget	Actual		Revised Budget	Actual YTD			Next Year Budget	
301 Congleton Partnership									
4000 Staff Costs (re-allocated)	16,357	15,415	16,630	16,630	7,790	15,578	16,853		
4301 MTI / Congleton Partnership	1,000	4,611	1,000	1,000	815	1,000	1,000		
4306 MTI - Regeneration Projects	14,000	23,544	14,000	14,000	23,974	27,281	14,000		
4926 Tfr to EMR Cong Partnership	0	77,644	0	0	0	77,965	0		
4976 Tfr from EMR Cong Partnership	0	-57,428	0	0	-77,644	-77,644	0		
6000 Central Overheads Reallocated	1,513	1,504	1,513	1,513	785	1,513	1,528		
OverHead Expenditure	32,870	65,290	33,143	33,143	-44,280	45,693	33,381		
1177 Grants Receivable - CEC	0	33,000	0	0	0	8,000	0		
1179 Grants Receivable - Other	0	100	0	0	4,250	4,250	0		
1180 Donations Received	0	271	0	0	200	200	0		
1199 Miscellaneous Income	0	0	0	0	100	100	0		
Total Income	0	33,371	0	0	4,550	12,550	0		
301 Net Expenditure	32,870	31,919	33,143	33,143	-48,830	33,143	33,381		
302 Community Development									
4000 Staff Costs (re-allocated)	45,857	41,504	49,818	49,818	23,861	48,593	53,868		
4033 Marketing/Promotions	3,150	1,307	3,150	3,150	440	3,150	3,150		
4984 Tfr from EMR Town Centre	0	-700	0	0	0	0	0		

Note : Budget Calculation 2017/18

	<u>Last Year</u>		<u>Current Year</u>			<u>Projected Actual</u>	<u>Next Year</u>	
	Budget	Actual	Agreed Budget	Revised Budget	Actual YTD		Next Year Budget	
6000 Central Overheads Reallocated	4,243	4,218	4,243	4,243	2,351	4,243	4,285	
OverHead Expenditure	53,250	46,328	57,211	57,211	26,652	55,986	61,303	
302 Net Expenditure	53,250	46,328	57,211	57,211	26,652	55,986	61,303	
303 Police Community Support Office								
4162 General Expenditure	47,200	47,200	47,200	47,200	0	47,672	48,150	
OverHead Expenditure	47,200	47,200	47,200	47,200	0	47,672	48,150	
303 Net Expenditure	47,200	47,200	47,200	47,200	0	47,672	48,150	
305 Christmas Fayre/Lights								
4171 Christmas Fayre	5,000	9,738	5,000	5,000	72	10,000	10,000	
5999 Dep'n charged to services	0	3,662	0	0	0	0	0	
OverHead Expenditure	5,000	13,400	5,000	5,000	72	10,000	10,000	
1169 Christmas Brochure Income	0	1,095	0	0	0	1,000	1,000	
1170 Christmas Fayre Stall income	0	2,455	0	0	0	2,500	2,500	
1171 Christmas Tree Income	1,000	1,821	1,000	1,000	0	2,000	2,000	
1180 Donations Received	0	222	0	0	0	500	500	
Total Income	1,000	5,592	1,000	1,000	0	6,000	6,000	
305 Net Expenditure	4,000	7,808	4,000	4,000	72	4,000	4,000	

At 16:06

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Budget Calculation 2017/18

	Last Year		Agreed Budget	Current Year		Projected Actual	Next Year Budget
	Budget	Actual		Revised Budget	Actual YTD		
310 Neighbourhood Plan							
4033 Marketing/Promotions	0	7,327	0	0	0	0	0
4162 General Expenditure	0	6,415	0	0	3,146	3,146	0
4994 Tfr from EMR Neigh'hood plan	0	-6,475	0	0	-3,146	-3,146	0
OverHead Expenditure	0	7,268	0	0	0	0	0
1177 Grants Receivable - CEC	0	492	0	0	0	0	0
1179 Grants Receivable - Other	0	6,776	0	0	0	0	0
Total Income	0	7,268	0	0	0	0	0
310 Net Expenditure	0	0	0	0	0	0	0
321 Tourism							
4162 General Expenditure	3,000	2,774	3,000	3,000	2,746	3,000	4,000
4173 Cycle Race Expenditure	0	0	0	0	18,375	21,875	0
4992 Tfr from EMR Tourism	0	0	0	0	-10,000	-10,000	0
OverHead Expenditure	3,000	2,774	3,000	3,000	11,120	14,875	4,000
1180 Donations Received	0	0	0	0	18	18	0
1199 Miscellaneous Income	0	0	0	0	7,300	7,300	0
Total Income	0	0	0	0	7,318	7,318	0
321 Net Expenditure	3,000	2,774	3,000	3,000	3,802	7,557	4,000

Note : Budget Calculation 2017/18

	<u>Last Year</u>		<u>Current Year</u>		<u>Projected Actual</u>	<u>Next Year Budget</u>
	<u>Budget</u>	<u>Actual</u>	<u>Revised Budget</u>	<u>Actual YTD</u>		
341 Youth and Young People						
4162 General Expenditure	2,000	1,981	2,000	406	2,000	2,000
OverHead Expenditure	2,000	1,981	2,000	406	2,000	2,000
341 Net Expenditure	2,000	1,981	2,000	406	2,000	2,000
351 Luncheon Club						
4000 Staff Costs (re-allocated)	4,558	5,907	10,014	4,823	4,823	0
4014 Electricity	800	800	800	0	0	0
4016 Janitorial	250	0	100	37	37	0
4041 Property Maintenance	1,000	104	500	208	208	0
4705 grant - Luncheon Club	0	0	0	0	5,000	11,000
6000 Central Overheads Reallocated	422	419	422	473	422	0
OverHead Expenditure	7,030	7,229	11,836	5,541	10,490	11,000
1180 Donations Received	1,000	1,547	1,000	865	865	0
Total Income	1,000	1,547	1,000	865	865	0
351 Net Expenditure	6,030	5,682	10,836	4,676	9,625	11,000
Community, Environment & - Expenditure	713,036	943,633	744,392	307,367	753,210	768,050
Income	364,365	605,122	368,286	296,293	401,381	374,410
Net Expenditure	348,671	338,511	376,106	11,074	351,829	393,640

Continued on Page 16

Note : Budget Calculation 2017/18

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>		Projected Actual	<u>Next Year</u>	
	Budget	Actual		Revised Budget	Actual YTD		Next Year Budget	
Personnel								
401 Staffing & Staff Costs								
4000 Staff Costs (re-allocated)	-645,986	-613,424	-674,354	-674,354	-322,080	-635,901	-681,905	
4001 Salaries & Wages	523,425	508,443	536,580	536,580	263,735	516,416	541,680	
4005 Employers NIC	31,604	30,583	41,582	41,582	19,213	39,715	42,621	
4006 Employers S/Ann	90,957	74,398	96,192	96,192	39,132	79,770	97,604	
OverHead Expenditure	0	0	0	0	0	0	0	
401 Net Expenditure	0	0	0	0	0	0	0	
Personnel - Expenditure	0	0	0	0	0	0	0	
Income	0	0	0	0	0	0	0	
Net Expenditure	0	0	0	0	0	0	0	

Budget Detail - By Committee

Note : Budget Calculation 2017/18

	<u>Last Year</u>		Agreed Budget	<u>Current Year</u>		Projected Actual	<u>Next Year Budget</u>
	Budget	Actual		Revised Budget	Actual YTD		
<u>Town Hall and Assets</u>							
<u>221 Congleton Town Hall</u>							
4000 Staff Costs (re-allocated)	54,545	52,743	57,155	57,155	27,658	55,189	60,406
4008 Training / Conferences	0	0	0	0	0	0	1,000
4009 Protective Clothing/H & Safety	400	505	300	300	169	300	300
4011 Rates	22,615	22,678	23,150	23,150	13,718	22,862	25,680
4012 Water	4,000	3,363	4,000	4,000	2,926	4,000	4,500
4014 Electricity	17,000	13,939	17,000	17,000	4,709	15,000	17,000
4015 Gas	16,000	9,765	14,000	14,000	1,769	12,000	13,140
4016 Janitorial	2,500	1,750	1,500	1,500	952	1,500	1,500
4017 Refuse Disposal	2,376	2,472	2,500	2,500	1,341	2,700	2,750
4020 Miscellaneous Office Costs	1,200	954	1,200	1,200	488	1,000	1,000
4025 Insurance	8,000	8,468	8,400	8,400	8,525	8,525	9,000
4033 Marketing/Promotions	3,500	1,086	3,500	3,500	657	3,500	3,500
4040 Maintenance Contracts	4,590	4,732	4,590	4,590	3,736	5,500	5,700
4041 Property Maintenance	6,000	17,894	7,000	7,000	4,382	10,000	10,000
4064 Legal & Professional fees	100	700	100	100	0	100	100
4068 Licences (incl PRS)	1,400	1,412	1,450	1,450	1,149	1,150	1,450
5998 Def'd Grts credit to services	0	-31,072	0	0	0	0	0
5999 Dep'n charged to services	0	51,551	0	0	0	0	0

Continued on Page 18

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Budget Calculation 2017/18

	<u>Last Year</u>		<u>Agreed Budget</u>	<u>Current Year</u>			<u>Projected Actual</u>	<u>Next Year</u>	
	<u>Budget</u>	<u>Actual</u>		<u>Revised Budget</u>	<u>Actual YTD</u>			<u>Next Year Budget</u>	
6000 Central Overheads Reallocated	5,047	5,017	5,047	5,047	2,697		5,047	5,097	
OverHead Expenditure	149,273	167,956	150,892	150,892	74,878		148,373	162,123	
3020 Catering Supplies	4,000	14,199	5,000	5,000	4,154		8,000	8,000	
Direct Expenditure	4,000	14,199	5,000	5,000	4,154		8,000	8,000	
1009 Rent Rec'd - Museum Notional	4,500	4,500	4,500	4,500	2,250		4,500	4,500	
1010 Rent Received - 3rd Party	14,033	14,033	14,033	14,033	6,183		10,700	9,033	
1011 Rent Received - Internal CTC	17,017	17,017	17,017	17,017	8,508		17,017	17,017	
1013 Letting Income - Grand Hall	26,000	20,870	23,000	23,000	13,749		26,000	27,000	
1014 Letting Income - Bridestones	5,000	7,489	5,000	5,000	5,996		10,000	12,000	
1015 Letting Income -Spencer Suite	3,000	3,030	2,000	2,000	2,323		4,500	4,500	
1016 Letting Income - De Lacey's	6,000	5,750	18,000	18,000	7,500		15,000	15,000	
1017 Letting Income - Kitchen	4,800	3,600	0	0	0		0	0	
1018 Letting Income - Cambell Suite	0	238	0	0	1,495		1,495	0	
1021 Letting Income - Internal	8,000	11,625	8,000	8,000	5,946		8,000	8,000	
1030 TIC Service charges	1,500	1,883	1,600	1,600	674		1,600	1,600	
1035 Service Charges - De Laceys	0	0	0	0	661		1,300	1,300	
1051 Catering Sales	4,000	14,755	5,000	5,000	4,220		8,000	8,000	
1055 Commercial Partner Bar	7,200	5,400	0	0	0		0	0	
1183 Insurance claims received	0	6,904	0	0	0		0	0	

Budget Detail - By Committee

Note : Budget Calculation 2017/18

	<u>Last Year</u>		<u>Current Year</u>			<u>Projected Actual</u>	<u>Next Year Budget</u>
	Budget	Actual	Agreed Budget	Revised Budget	Actual YTD		
1199 Miscellaneous Income	0	292	0	0	0	0	0
Total Income	101,050	117,385	98,150	98,150	59,504	108,112	107,950
221 Net Expenditure	52,223	64,770	57,742	57,742	19,527	48,261	62,173
Town Hall and Assets - Expenditure	153,273	182,155	155,892	155,892	79,032	156,373	170,123
Income	101,050	117,385	98,150	98,150	59,504	108,112	107,950
Net Expenditure	52,223	64,770	57,742	57,742	19,527	48,261	62,173

At 16:06

Congleton Town Council 16/17

Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : Budget Calculation 2017/18

	Last Year		Agreed Budget	Current Year		Projected Actual	Next Year Budget
	Budget	Actual		Revised Budget	Actual YTD		
Activities not allocated							
999 Capital Accounting Management							
801	Dep'n F'hold land & Bldgs	0	43,472	0	0	0	0
811	Dep'n L'hold Land & Bldgs	0	1,900	0	0	0	0
821	Dep'n Vehicles & Equipment	0	28,149	0	0	0	0
841	Dep'n Infrastructure Assets	0	8,234	0	0	0	0
898	Deferred Grants Reversal-CFR	0	41,297	0	0	0	0
899	Depreciation Reversal-CFR	0	-87,596	0	0	0	0
5900	Dep'n Charged contra	0	-82,055	0	0	0	0
	OverHead Expenditure	0	-46,599	0	0	0	0
	999 Net Expenditure	0	-46,599	0	0	0	0
Activities not allocated - Expenditure							
	Income	0	0	0	0	0	0
	Net Expenditure	0	-46,599	0	0	0	0
	Total Budget Expenditure	1,200,611	1,440,452	1,248,678	559,863	1,261,116	1,282,572
	Income	1,184,935	1,453,108	1,253,278	1,168,761	1,324,170	1,282,572
	Net Expenditure	15,676	-12,656	-4,600	-608,898	-63,054	0

Congleton Town Council

Budget Summary

Year Ended 31st March 2017

	2016/17 Projected	Budgeted	Variance	2017/18 Proposed	Budget Incr/Decr	
REVENUE EXPENDITURE						
<u>Finance and Policy</u>						
Corporate Management	131519	130584	935	132559	1975	
Democratic Rep'n & Mgmt	51939	50049	1890	50579	530	
Grants (incl S137)	70937	70983	-46	64483	-6500	
	254395	251616	2779	247621	-3995	
<u>Community, Amenities and Services</u>						
Congleton Pool	23320	24820	-1500	23848	-972	
Propagation Unit Partnership	0	1000	-1000	0	-1000	
Floral Displays	19333	12000	7333	12000	0	
Allotments	480	480	0	480	0	
Public Toilets	6735	8350	-1615	6775	-1575	
CTC Streetscape	501879	523902	-22023	540663	16761	
Public Realm (CCTV)	14747	14450	297	14450	0	
Congleton Partnership	45693	33143	12550	33381	238	
Community Development	55986	57211	-1225	61303	4092	
PCSO's	47672	47200	472	48150	950	
Christmas Fayre/Lights	10000	5000	5000	10000	5000	
Neighbourhood Plan	0	0				
Tourism	14875	3000	11875	4000	1000	
Youth & Young People	2000	2000	0	2000	0	
Fellowship House	10490	11836	-1346	11000	-836	
	753210	744392	8818	768050	23658	
<u>Town Hall</u>						
Congleton Town Hall	156373	155892	481	170123	14231	
	156373	155892	481	170123	14231	
TOTAL REVENUE EXPENDITURE						
	1163978	1151900	12078	1185794	0	33894
INCOME						
<u>Finance and Policy</u>						
Corporate Management	3500	2500	1000	3000	500	
Democratic Rep'n & Mgmt	0	0	0	0	0	
Grants (incl S137)	1530	0	1530	0	0	
	5030	2500	2530	3000	500	
<u>Community, Amenities and Services</u>						
Congleton Pool	0	0	0	0	0	
Floral Displays	9833	2500	7333	0	-2500	
Allotments	190	190	0	190	0	
CTC Streetscape	364328	363596	732	368220	4624	
Public Realm	297	0	297	0	0	
Congleton Partnership	12550	0	12550	0	0	
Christmas Fayre/Lights	6000	1000	5000	6000	5000	
Tourism	7318	0	7318	0	0	
Fellowship House	865	1000	-135	0	-1000	
	401381	368286	33095	374410	0	6124
<u>Town Hall</u>						
Congleton Town Hall	108112	98150	9962	107950	9800	
	108112	98150	9962	107950	9800	
TOTAL REVENUE INCOME						
	514523	468936	45587	485360	0	16424
<u>NET REVENUE EXPENDITURE</u>						
	649455	682964	-33509	700434		17470
CAPITAL & PROJECT EXPENDITURE						
Capital Expenditure	5000	5000	0	5000		
Town Hall	4000	0	4000	5000		
Streetscape Equipment	5000	5000	0	5000		
Toilets	20000	0	20000			
Public Realm		0	0			
From Capital Reserve	-9000	-5000	-4000	-10000		
From Loans	0	0	0	0		

From Earmarked Reserves	-25000	-5000	-20000	-5000	
Town Hall Loan Repayments & Interest	57778	57778	0	57778	
Streetscape Equipment Reserve	4000	4000	0	4000	
Capital Contingency Reserve	35000	35000	0	35000	
Income	0	0	0	0	
	96778	96778	0	96778	0

Capital & Project income

Loan CBC
Public Works Loan
Insurance Claim

0	0	0	0
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TOTAL NET EXPENDITURE

746233	779742	-33509	797212	17470
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Financed as follows

Reserves at 1st April	171618	171617	1	234672	
Reserves at 31st March	234672	176217	58455	234672 **	

Used to Fund Expenditure\ (Replenish Reserves)	-63054	-4600	-58454	0	4600
			0		

Precept Support Grant	24945	0	24945	0	0	0
Precept Required	784342	784342	0	797212	12870	12870

ADJUSTED BASIS

Band D Equivalents	9658.51	9700	NYA Prediction
Precept per Band D Equivalent (£/annum)	£ 81.21	82.19	£0.98
Precept per Band D Equivalent (£/week)	1.56	1.58	

**Note: Minimum recommended reserve equal to 3 months net revenue expenditure	162364	170741	175109
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Earmarked Reserves	31/03/2016	31/03/2017 (projected)	31/03/2018 (available)
Capital Contingency - General	169,466	191,466	216,466
Capital Equipment fund	32,489	31,489	30,489
Others: Elections	15,000	15,000	15,000
Carnival	7,500	6,210	6,210
Crime Prevention/Traffic Calming	3,779	3,779	3,779
Committed Grants	2,045	0	0
Congleton Partnership Projects	77,644	69,965	69,965
Civic Treasures	3,000	3,000	3,000
Website	1,651	1,651	1,651
Training	4,048	4,048	4,048
Devolved Services	56,767	56,767	56,767
Loan Repayments	1,200	850	500
Public Toilets	38,223	18,223	18,223
Play Areas	6,000	6,000	6,000
Public Realm	12,000	12,000	12,000
Legal Fees	5,292	5,292	5,292
Christmas Lights	5,404	5,404	5,404
Tourism	10,000	0	0
Neighbourhood plan	36,025	0	0
Cenotaph	10,000	10,000	10,000
Rotary Bonfire	5,000	5,000	5,000
In Bloom	3,000	3,000	3,000
	505,533	425,740	449,390