

# CHEPPING WYCOMBE PARISH COUNCIL

## Finance and General Purposes Committee

Meeting to be held on Thursday, 26 September 2019 commencing at 7.30pm  
in the Council Chamber, Cock Lane, Tylers Green, High Wycombe, Bucks HP10 8DS

The meeting is open to members of the public and press

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|                           |                                 |                          |
|---------------------------|---------------------------------|--------------------------|
| <b>Committee Members:</b> | Cllr I Forbes – Chairman        | Cllr M Wilkes            |
|                           | Cllr J Herschel – Vice-chairman | Cllr R Wilks             |
|                           | Cllr B Kin                      | Cllr J Gurney            |
|                           | Cllr H Darch                    | Cllr P Miller            |
|                           | Cllr C Dodds                    | Cllr K Wood (ex-officio) |
|                           | Cllr L Willis                   |                          |

Members of the committee are summoned to consider the following business:

### AGENDA

1. Apologies for absence
2. Declarations of members' interests in agenda items
3. Staff Matters
  - 3.1 Staff Absence Report
4. Policies & Procedures
  - 4.1 Code of Conduct - revision
  - 4.2 Expenses Policy
  - 4.3 Risk Register
5. Health & Safety
6. Legal
  - 6.1 Railway Land – embankment purchase request
  - 6.2 Deed of Grant – Buckingham Place, Tylers Green
7. Neighbourhood Action Group
  - 7.1 Sentinel Mark II Camera
8. Grants
9. Website
10. Publicity
11. Community Boards consultation response
12. Budget
  - 12.1 EMR status
  - 12.2 Budget 2020/21
  - 12.3 Council Finances (Period 5) August
  - 12.4 Community Infrastructure Levy (CIL)
13. Ashley Drive Play Equipment - virement
14. Questions from council members and the public
15. Accounts for Payment



Wendy Thompson  
Clerk to the Council  
19 September 2019

**Staff Matters****3.1 Staff Absence Report**

Members are asked to RECEIVE a report on the sickness absence of staff since the last committee meeting in April.

## AGENDA ITEM 4

**Policies and Procedures**

Members are asked to CONSIDER and, if so minded, RECOMMEND for adoption at the next full council meeting the following policy documents

**4.1 Code of Conduct - revision APPENDIX A****4.2 Expenses Policy APPENDIX B****4.3 Risk Register**

Members are asked to NOTE that this item has been deferred to the next meeting in December.

## AGENDA ITEM 5

**Health & Safety**

Members are asked to NOTE that there has been one incident since the last committee meeting in April.

While working on the Common in Tylers Green one of the groundsman suffered a needle-stick injury after opening a box of epi-pen needles found on the ground. The groundsman returned to the office immediately, washed the area thoroughly and cleaned with alcohol wipes – no further action was required.

## AGENDA ITEM 6

**Legal****6.1 Railway Land – embankment purchase request**

Members are asked to NOTE that a request to part purchase the embankment butting the boundary of a property along the Railway Land has been received, illustrated at APPENDIX C. The resident wishes to create a flat area, by re-profiling the bank, so that access could be gained to the side/roof of the property by ladder or scaffold tower.

Members are asked to CONSIDER if a purchase were to be agreed, what requirements (eg fencing, legal costs, general treatment of the area, etc) would be made as part of the sale.

**6.2 Deed of Grant - Buckingham Place, Tylers Green**

Members are asked to CONSIDER and, if so minded, APPROVE a recommendation to full Council for the attached Deed of Grant at APPENDIX D to be signed. Members are asked to NOTE that our solicitor with the clerk have spent several months in negotiation to settle this matter. All legal fees along with a payment to the parish council of £2,500 have been agreed.

## AGENDA ITEM 7

**Neighbourhood Action Group**

Members are asked to NOTE that the most recent NAG meeting will be held on 9 October 2019.

**7.1 Sentinel Mark II Camera**

Members are asked to NOTE that the above speed camera has been ordered from Unipar Services at a cost of £3,304.00, following approval at the full Council meeting on 27 June 2019.

Members are asked to NOTE that a 50% contribution of £1,652.00 made up by Hazlemere Parish Council and Cllr R Gaffney has been approved.

## AGENDA ITEM 8

**Grants**

Members are asked to NOTE that the current budget line for Grant stands at £1,000, following the agreed amount for the Flackwell Heath Minors Football Club of £1,000 in April. No other applications have been received so far this financial year, however 2 grant application forms have been sent out.

**Website**

Members are asked to CONSIDER the report at **APPENDIX E** on the progress of the website.

## AGENDA ITEM 10

**Publicity**

Members are asked to NOTE that the newsletter was delivered in mid-August. The next publicity meeting will be held early in the New Year to start the compilation of the next newsletter.

## AGENDA ITEM 11

**Community Boards consultation response**

Members are asked to NOTE that the consultation for the above ends on 30 September, with this in mind members are asked to bring comments to the meeting for collation by the clerk for submission before the deadline. <https://shadow.buckinghamshire.gov.uk/consultations/communityboards/>

## AGENDA ITEM 12

**Budget****12.1 EMR Status**

Members are asked to NOTE the current balances on the Earmarked Reserve budget lines. **APPENDIX F**

**12.2 Budget 2020/21**

Members are asked to NOTE that budget meetings with committee chairman and vice chairman will be arranged following the input of month 6 (possibly second week of October) on the accounts package.

**12.3 Council Finances (Period 5) – August**

Members are asked to NOTE the summary of income and expenditure by committee. **APPENDIX G**

**12.4 Community Infrastructure Levy (CIL)**

Members are asked to NOTE that following the purchase of the three bus shelters in Loudwater the current CIL total stands at £6770.00 which needs to be spent by 2021/22.

## AGENDA ITEM 13

**Ashley Drive Play Equipment virement**

Members are asked to CONSIDER the recommendation from the Open Spaces Committee for the virement of £21,312.00 to cover the costs of the play equipment and fencing to complete the current works at Ashley Drive Recreation Ground. On approval, it will be taken as a recommendation to full Council.

## AGENDA ITEM 14

**Questions from council members and the public**

A maximum of fifteen minutes will be given to members of the public, who may make representations, ask and answer questions and/or give evidence in respect of any item of business included in the agenda. If the chairman of the meeting agrees, representations and questions may be taken at the beginning of the meeting. Members of the public wishing to speak at the beginning of the meeting should inform the Clerk of this request as soon as possible.

## AGENDA ITEM 15

**Accounts for Payment**

Accounts for payment are to be circulated at the meeting for consideration by councillors.

Date and time of next meeting: Tuesday 3 December 2019 @ 7.30pm

## Appendix A

Interests described in the table below made under section 30 (3) of the Localism Act 2011

| Subject                                           | Description                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
|---------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Employment, office, trade, profession or vocation | Any employment, office, trade, profession or vocation carried on for profit or gain by the member or by his/her spouse or civil partner or by the person with whom the member is living as if they were spouses/civil partners.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Sponsorship                                       | Any payment or provision of any other financial benefit (other than from the Council) made to the member during the 12 month period ending on the latest date referred to in paragraph 6 above for expenses incurred by him/her in carrying out his/her duties as a member, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.                                                                                                                                                                                                                                                                                                                                                                            |
| Contracts                                         | Any contract made between the member or his/her spouse or civil partner or the person with whom the member is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the Council –<br>(a) Under which goods or services are to be provided or works are to be executed; and<br>(b) Which has not been fully discharged                                                                                                                                                                                                                                                                                                                                             |
| Land                                              | Any beneficial interest in land held by the member or by his/her spouse or civil partner or by the person with whom the member is living as if they were spouses/civil partners which is within the area of the Council.<br><br>'Land' excludes an easement, servitude, interest or right in or over land which does not give the member or his/her spouse or civil partner or the person with whom the member is living as if they were spouses/civil partners (alone or jointly with another) a right to occupy or to receive income.                                                                                                                                                                                                                                                                                                             |
| Licenses                                          | Any licence (alone or jointly with others) held by the member or by his/her spouse or civil partner or by the person with whom the member is living as if they were spouses/civil partners to occupy land in the area of the Council for a month or longer.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Corporate tenancies                               | Any tenancy where (to the member's knowledge) –<br>(a) The landlord is the Council; and<br>(b) The tenant is a body that the member, or his/her spouse or civil partner or the person with whom the member is living as if they were spouses/civil partners is a partner or a director* of or has a beneficial interest in the securities* of                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |
| Securities                                        | Any beneficial interest held by the member or by his/her spouse or civil partner or by the person with whom the member is living as if they were spouses/civil partners in securities* of a body where –<br>(a) That body (to the member's knowledge) has a place of business or land in the area of the Council; and<br>(b) Either –<br>(i) The total nominal value of the securities* exceeds £25,000 or once hundredth of the total issued share capital of that body;<br>Or<br>(ii) If the share capital of that body is of more than one class, the total nominal value of shares of any one class in which the member, or his/her spouse or civil partner or the person with whom the member is living as if they were spouses/civil partners has a beneficial interest exceeds one hundredth of the total issued share capital of that class |

\*a 'director' includes a member of the committee of management of an industrial and provident society.

\* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Code of Conduct Revised – Sept 2019

## **Chepping Wycombe Parish Council Expenses policy**

Staff and members should not be out of pocket for reasonable expenses incurred in the normal course of their employment or as members of the council.

### **Expenses claimable - to be accompanied by supporting documentation**

- Car or meter parking
- Reasonable costs for light refreshments and meals
- Stationery (paper, ink cartridges) and other reasonable expenses
- A contribution of £15 per month towards telephone and broadband expenses.

### **Mileage**

The council has set a rate of 45p per mile for all car mileage, irrespective of a car's cc. The rate of 45p per mile is that which HM Revenue calculate to be the 'no profit, no loss' rate which means it is exempt from tax and saves the council having to prepare P11D forms for members at the end of the tax year.

If you need stationery like printing paper or similar ask for it when visiting the office or attending a meeting, this simplifies our administration and is usually cheaper than members buying items direct.

### **Chairman's Expenses**

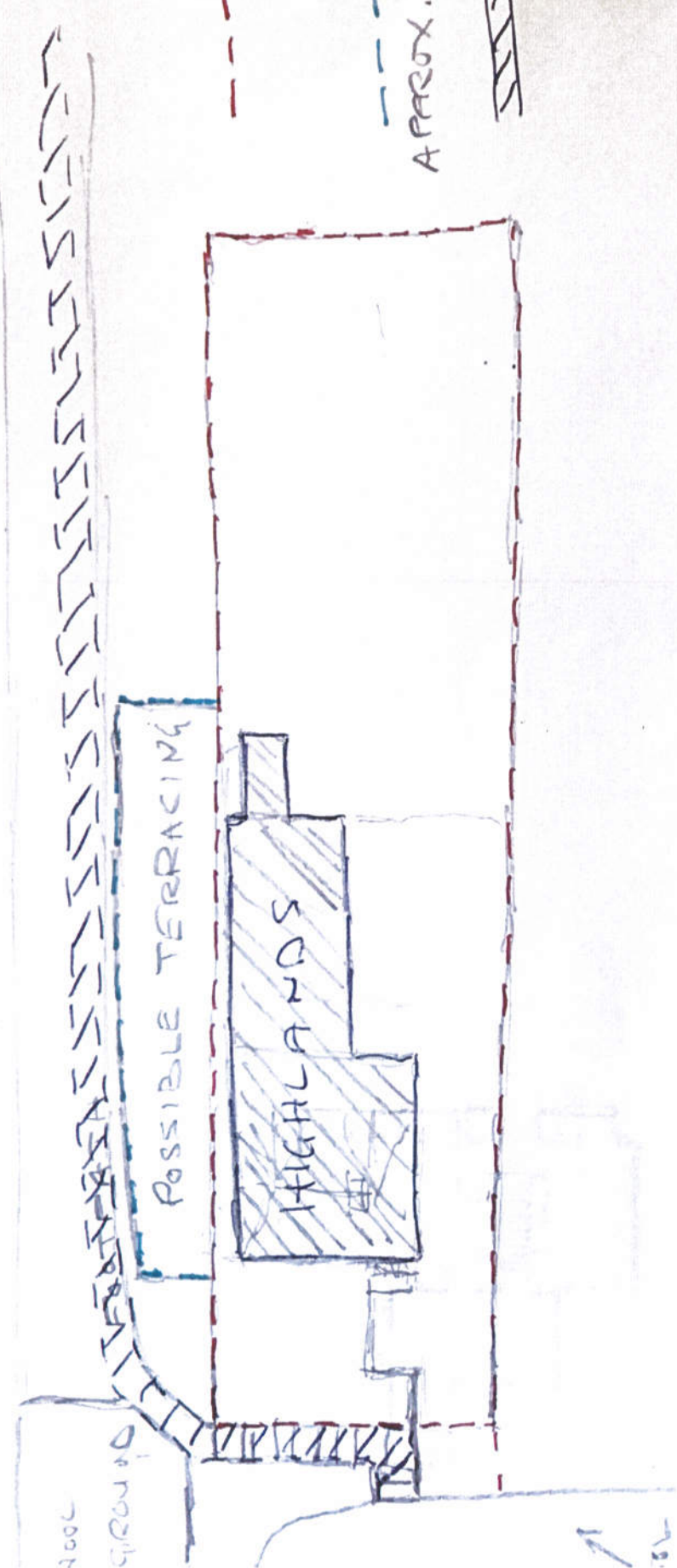
The Chairman can receive an annual allowance to defray the expenses of office:

- Stationery, postage and printing costs
- Hospitality and gifts

An expenses form is available from the office.

**Expenses should be submitted quarterly**

FENNEL'S WOOD.



--- EXISTING  
--- BOUNDARY

--- AREA R  
APPROX. 30 METRES X 5

Public  
Footpath



**DATED 2019**

**CHEPPING WYCOMBE PARISH COUNCIL**

**and**

**LOCATION LONDON PROPERTIES LLP**

**and**

**EGRETWAY LIMITED**

**DEED OF GRANT**

**in respect of Buckingham Place, Church Road, Penn HP10 8LN**

**LAND REGISTRY**  
**LAND REGISTRATION ACT 2002**

COUNTY & DISTRICT: Buckinghamshire, High Wycombe

TITLE Nos: BM379157, BM164420 and BM157688

PROPERTY: Buckingham Place, Church Road, Penn HP10 8LN

Date: 2019

1. In this Deed:
  - 1.1 “the Owner’s Land” means part of the land comprised in title number BM379157, shown for identification purposes only coloured brown on the Plan
  - 1.2 “the Owner” means Chepping Wycombe Parish Council of the Council Office, Cock Lane, Tyler’s Green, Bucks HP10 8DS
  - 1.3 “the Right” means that described in the Schedule
  - 1.4 “the Grantee’s Land” means Buckingham Place, Church Road, Penn, HP10 8LN, shown for the purposes of identification only edged red on the Plan
  - 1.5 “the Grantee” means Location London Properties LLP and Egretway Limited both of Units Scf 1 & 2, South Core, Western International Market, Hayes Road, Southall UB2 5JX
  - 1.6 “the Plan” means the plan annexed to this Deed

2. WHEREAS

**2. Whereas:**

- 2.1 The Grantee’s predecessors in title and previous occupiers of the Grantee’s Land have exercised uninterrupted access to and from the Grantee’s Land to and from the adjacent highway known as Church Road, Tyler’s Green over and along the Grantor’s Land for a period in excess of twenty years prior to the date hereof in connection with the use of the Grantee’s Land as commercial premises

- 2.2 The Owner has agreed to make an express grant of the Right to the Grantee for the consideration of two thousand five hundred pounds (£2,500)
3. In consideration of the payment of **£2,500 (two thousand five hundred pounds)** by the Grantee to the Owner hereby (receipt of which is hereby acknowledged) the Owner **GRANTS** the Right to the Grantee with Full Title Guarantee in respect of the Grantee's Land to hold the Right to the Grantee **ABSOLUTELY**
4. The Grantee so as to bind the Grantee's Land into whosoever hands it may come for the benefit of the Owner's interest in the Owner's Land **COVENANTS** with the Owner for himself and his successors in title to observe and perform at all times after the date of this Deed in relation to the Grantee's Land and to each and every part thereof the following covenants, obligations, stipulations and restrictions:-
- 4.1 Not to encroach upon the Owner's Land in the exercise of the Right or otherwise whatsoever other than where expressly permitted by and subject to this Deed
- 4.2 Not to cause or allow to be caused any nuisance annoyance or damage to the Owner's Land or any neighbouring or adjoining premises of the Owner or of others in the exercise of the Right or otherwise forthwith to make good at the Grantee's expense to the satisfaction of the Owner any damage occasioned
- 4.3 To keep the Owner indemnified from and against all acts loss costs damage expense or liability suffered by the Owner in the exercise of the Right
- 4.4 To comply with all legal requirements statutory or otherwise affecting the Owner's Land and the Grantee's Land
- 4.5 Not to park or permit to be parked any vehicles on any part of the Owner's Land or any adjacent or neighbouring land of the Owner nor to obstruct or

permit such land to be obstructed in any way at any time

5. The Grantee shall pay on an indemnity basis the costs incurred by the Owner in connection with the preparation negotiation and completion of this Deed
6. All rights not specifically and expressly included in the Right are reserved to the Owner
7. Unless otherwise stated the Right is not granted exclusively and is granted in common with rights of the Owner and other persons lawfully entitled to exercise such rights
8. It is agreed and declared that the Right is to be exercisable only if it or the subject matter comes into existence within a period of 80 years from the date of this Deed which period is to be the perpetuity period applicable to this deed AND IT IS FURTHER AGREED AND DECLARED that the Owner in entering into this Deed does not acknowledge or undertake that it is lawful for the Grantee to exercise the Right granted by this Deed

The Grantee agrees to as soon as practicable apply to the Land Registry for entry of notice of the Right in the Grantee's Registers of Title when the same is registered at the Land Registry and at the Grantees' expense to do all acts and things necessary to procure such registrations properly and to produce official copies of the Grantees' titles to the Owner as evidence of registration immediately upon registration

**IN WITNESS** whereof the parties hereto have caused this Deed to be executed the date and the year first written

## **SCHEDULE 1**

### **The Right**

The right for the Grantee the Grantee's successors in title the owners and occupiers for the time being of the Grantee's Land at all times for purely domestic private residential purposes and no other to pass and repass on foot or with or without private motor vehicles to and from the Grantee's Land to and from the public highway over and along the part of the Grantor's Land shown for the purposes of identification only coloured brown on the Plan the Right being exercisable only over so much part of the Grantor's Land as is necessary for a private motor vehicle to access and egress the entrance to the Grantee's Land to a maximum width of three metres in all cases for the purpose of the use and enjoyment of the Grantee's Land as a single private dwelling house but not for any other purpose

**IN WITNESS** of which two members of the

**CHEPPING WYCOMBE PARISH COUNCIL** have

Pursuant to a resolution of the Council passed on

[            ] 2019 **SIGNED** and **DELIVERED**

this deed:

Witness Name .....

Address .....

Occupation .....

Signed as a Deed

By **LOCATION LONDON PROPERTIES LLP**

**Acting by**

In the presence of

Signed as a Deed

By **EGRETWAY LIMITED**

**Acting by**

In the presence of



# MapSearch Snapshot

Page 1



0 2 4 6 8 12 16 20m

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This map is for reference purposes only. You are not permitted to copy, sub-license, distribute or sell any of this data to third parties in any form.

Data last updated 10:00pm 17 SEPTEMBER, 2019

Map scale 1:625

## Website Progress

Following a meeting with the web designer on 30 July when compliance with the WCAG 2.1 (new accessibility requirements for public sector bodies) was discussed, this report has been created from an update received on 16 September 2019.

The WCAG 2.1 AA standard expects that a website should be accessible by as many people as possible. This includes those with impaired vision, motor difficulties, cognitive impairments or learning disabilities and deafness or impaired hearing.

The strategy will be as follows:

- Build some example pages in a concept website
- Apply some rules to how the page is created and edited (rules that you will subsequently need to follow)
- Define what those rules are
- Use available plugins that support accessibility (basically what the WCAG standard is about).
- Avoid any detailed recoding which also represents a security risk to CWPC

When this is done, it will be passed to the parish council for consideration, at which point it will need to satisfy the parish council's needs. That is likely to need compromise if the collective opinion is to insist on WCAG2.1 because I am going to provide a tool which will highlight problems, which will be used as a QC tool through the development stages. That may highlight things that cannot be satisfied within the context of WordPress. If that occurs, we are at an impasse and why I have not said "YES" and ploughed ahead.

My promise to the parish council is that based on equivalent websites, we will score highly on conformance, and while we may not be able to claim 100%, we will certainly be better than average.

Timelines:

- Get this demo site together over the next two weeks.
- Meet with Wendy and go over what I have done and why I think it is the way forward.
- CWPC needs to crawl over it, apply it to 3<sup>rd</sup> party tests and indicate whether they are happy with it. Place any additional measurable requirements for the subsequent build.
- When I return from my holiday, I have no other work queued up and can work pretty much full time on rebuilding your site to the new standard. However we also need you to tell me what else needs to be in the site, and anything that needs to be removed.
- There remains a possibility that during your review, you are not happy that I am close enough to the standard. If that occurs, I will feel that I have at least tried to meet the standard and kept to my principles of affordable and maintainable websites. You will probably need to seek another supplier. However all of the problems I have already stated will still remain.

At the moment, the web designer has yet to find a 100% conforming website.

16 September 2019

# CWPC Ear Marked Reserves

## Reserves 2018/19

## Reserves 2019/20

|                                                 | ALLOCATION<br>2018/19 | AS AT<br>01/04/19 | ALLOCATION<br>2019/20     | IN YEAR<br>ADJ'MENTS | SPEND         | AS AT<br>01/04/20 |
|-------------------------------------------------|-----------------------|-------------------|---------------------------|----------------------|---------------|-------------------|
| <b>WORKS SERVICES 902</b>                       |                       |                   |                           |                      |               |                   |
| SMALL RIDE ON MOWER                             | 2,460                 | 8,752             | 1,533                     |                      |               | 10,285            |
| RIDE ON MOWER                                   | 2,460                 | 7,824             | 788                       |                      | 7,095         | 1,517             |
| LORRY - TRANSIT                                 | 2,460                 | 17,279            | 2,344                     |                      |               | 19,623            |
| UTILITY VEHICLE FORD RANGER                     | 2,460                 | 14,239            | 2,206                     |                      |               | 16,445            |
| CHIPPER                                         | 2,460                 | 10,860            | 1,268                     |                      |               | 12,128            |
| SIDE FLAIL                                      |                       | 200               | 0                         |                      |               | 200               |
| WALK-BEHIND FLAIL                               | 800                   | 4,425             | 1,261                     |                      |               | 5,686             |
| HAND-HELD MACHINERY                             | 800                   | 4,425             | 800                       |                      |               | 5,225             |
| <b>VEHICLE &amp; PLANT RESERVE</b>              | <b>13,900</b>         | <b>67,804</b>     | <b>10,200</b>             | <b>0</b>             | <b>7,095</b>  | <b>71,109</b>     |
|                                                 |                       |                   | Uses life & cost approach |                      |               |                   |
| <b>WARDEN'S HOUSE</b>                           |                       | 498               |                           |                      |               | 498               |
| OFFICE REFURBISHMENT                            | 6,300                 | 18,800            | 5,000                     |                      | 7,579         | 16,221            |
| BENCHES & SIGNS                                 | 6,000                 | 30,469            | 6,000                     |                      | 1,820         | 34,649            |
| FOOTWAY LIGHTING                                | 6,500                 | 26,067            | 7,000                     |                      |               | 33,067            |
| DEPOT                                           | 3,000                 | 14,197            | 3,000                     |                      |               | 17,197            |
| <b>CEMETERY IMPROVEMENTS</b>                    |                       | 0                 |                           |                      |               | 0                 |
| HAMMERSLEY LANE                                 | 500                   | 5,396             | 500                       |                      |               | 5,896             |
| LOUDWATER                                       | 500                   | 4,911             | 2,500                     |                      |               | 7,411             |
| COCK LANE (KINGSWOOD)                           | 1,000                 | 5,150             | 1,000                     |                      |               | 6,150             |
| <b>CHURCHYARD ST MARGARET &amp; ST PETER'S</b>  |                       |                   |                           |                      |               |                   |
| <b>WALL</b>                                     | 1,000                 | 4,275             |                           |                      |               | 4,275             |
| War Memorial Maintenance                        | 3,000                 | 7,562             | 2,000                     |                      |               | 9,562             |
| <b>EQUIPMENT &amp; COMPUTERS</b>                |                       | 2,784             |                           |                      |               | 2,784             |
| Sub Totals                                      | <b>27,800</b>         | <b>120,109</b>    | <b>27,000</b>             | <b>0</b>             | <b>9,399</b>  | <b>137,710</b>    |
| <b>TOTAL (INC VEHICLE &amp; PLANT RESERVES)</b> | <b>41,700</b>         | <b>187,913</b>    | <b>37,200</b>             | <b>0</b>             | <b>16,494</b> | <b>208,819</b>    |

CWPC Ear Marked Reserves

Reserves 2018/19

Reserves 2019/20

|                               | ALLOCATION<br>2018/19 | AS AT<br>01/04/19 | ALLOCATION<br>2019/20 | IN YEAR<br>ADJ'MENTS | SPEND    | AS AT<br>01/04/20 |
|-------------------------------|-----------------------|-------------------|-----------------------|----------------------|----------|-------------------|
| <b>OPEN SPACES</b>            |                       |                   |                       |                      |          |                   |
| RAILWAY LAND TREES            |                       | 785               |                       |                      |          | 785               |
| MAGPIE WOOD                   |                       | 4,000             |                       |                      |          | 4,000             |
| KINGSWOOD ASH DIE BACK & IMPS |                       | 5,728             |                       |                      |          | 10,728            |
| TG COMMON MANAGEMENT          |                       | 2,054             | 5,000                 |                      |          | 2,054             |
| NEW PAVILION DEREHAMS         |                       | 2,020             |                       |                      |          | 2,020             |
| DEREHAMS REJUVENATION         | 3,500                 | 22,440            | 10,000                |                      |          | 32,440            |
| PLAY EQUIP RESERVE            | 9,800                 | -4,231            | 9,800                 |                      |          | 5,569             |
| <b>TOTAL</b>                  | <b>13,300</b>         | <b>32,796</b>     | <b>24,800</b>         | <b>0</b>             | <b>0</b> | <b>57,596</b>     |

|                                           |               |
|-------------------------------------------|---------------|
| <b>FINANCE &amp; GENERAL PURPOSES 903</b> |               |
| Elections                                 |               |
| CIL to spend by 20/21                     | 6,000         |
| CIL to spend by 21/22                     | 0             |
| CIL to spend by 22/23                     | 6,770         |
| CIL to spend by 23/24                     | 0             |
| CIL to spend by 24/25                     | 0             |
| CIL Totals                                | 0             |
| <b>TOTAL</b>                              | <b>12,770</b> |

|              |               |
|--------------|---------------|
| 1,500        | 4,500         |
|              | 8,703         |
|              | 17,382        |
| 0            | 26,085        |
| <b>1,500</b> | <b>30,585</b> |

|              |          |               |          |               |
|--------------|----------|---------------|----------|---------------|
| 1,500        |          | 8,703         |          | 6,000         |
|              |          | 10,612        |          | 6,770         |
|              |          |               |          | 0             |
|              |          |               |          | 0             |
|              |          |               |          | 0             |
| 0            | 0        | 19,315        |          | 6,770         |
| <b>1,500</b> | <b>0</b> | <b>19,315</b> | <b>0</b> | <b>12,770</b> |

Month No: 5

## Committee Report

|                                             | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % Spent |
|---------------------------------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------|
| <b><u>Open Spaces</u></b>                   |                        |                       |                          |                          |                    |         |
| Income                                      | 6,346                  | 18,035                | 11,689                   |                          |                    | 35.2%   |
| Expenditure                                 | 20,081                 | 80,460                | 60,379                   | 0                        | 60,379             | 25.0%   |
| Movement to/(from) Gen Reserve              | (13,735)               |                       |                          |                          |                    |         |
| <b><u>Works &amp; Service</u></b>           |                        |                       |                          |                          |                    |         |
| Income                                      | 9,566                  | 17,950                | 8,384                    |                          |                    | 53.3%   |
| Expenditure                                 | 19,673                 | 82,133                | 62,460                   | 0                        | 62,460             | 24.0%   |
| Movement to/(from) Gen Reserve              | (10,107)               |                       |                          |                          |                    |         |
| <b><u>Finance &amp; General Purpose</u></b> |                        |                       |                          |                          |                    |         |
| Income                                      | 187,107                | 366,963               | 179,856                  |                          |                    | 51.0%   |
| Expenditure                                 | 87,839                 | 229,484               | 141,645                  | 0                        | 141,645            | 38.3%   |
| Movement to/(from) Gen Reserve              | 99,268                 |                       |                          |                          |                    |         |
| Grand Totals:- Income                       | 203,019                | 402,948               | 199,929                  |                          |                    | 50.4%   |
| Expenditure                                 | 127,593                | 392,077               | 264,484                  | 0                        | 264,484            | 32.5%   |
| Net Income over Expenditure                 | 75,426                 | 10,871                | (64,555)                 |                          |                    |         |
| Movement to/(from) Gen Reserve              | 75,426                 |                       |                          |                          |                    |         |