



Newark TOWN COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

WEDNESDAY 17TH JULY 2024

Friday 12th July 2024

Dear Councillor

You are summonsed to attend a meeting of the Finance & General Purposes Committee at **7.00pm** on Wednesday 17th July 2024. This meeting will be held in the Council Chamber at the Town Hall.

Yours sincerely

Matthew Gleadell
Town Clerk

Pre-Group Meetings

(if required)

1	6.00	Independents for Newark	Committee Room
2	6.00	Labour Group	Pickin Room
3	6.00	Conservative Group	Old Robing Room
4	6.00	Independent Councillors	Mayors Parlour

Committee Membership

Cllr I Brown
Cllr D Campbell
Cllr T Collier
Cllr B Corrigan (Chairman)
Cllr E Cropper
Cllr S Crosby (Vice-Chairman)
Cllr S Dickinson
Cllr L Geary
Cllr L Goff
Cllr J Kellas
Cllr D Ledger
Cllr D Moore
Cllr G Rix
Cllr N Ross
Cllr L Roulstone
Cllr M Skinner
Cllr M Spoors
Cllr P Taylor

FINANCE & GENERAL PURPOSES COMMITTEE

A G E N D A

WEDNESDAY 17TH JULY 2024

1	Apologies for Absence		
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3	Declarations of Interest from Members <i>Relevant Legislation: Localism Act 2011 s31</i>	Verbal	
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Newark TOWN COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

Minutes of the Meeting of the Finance & General Purposes Committee held on Wednesday 19th June 2024 in the Council Chamber, at the Town Hall.

Membership Present:	Councillor	B Corrigan (Chairman)
	Councillors	I Brown D Campbell T Collier E Cropper S Crosby (Vice-Chairman) S Dickinson L Geary L Goff J Kellas D Ledger D Moore (Ap) G Rix N Ross L Roulstone M Skinner M Spoors P Taylor (Ap)
Apologies for Absence:	Councillors	D Moore, P Taylor
Officers Present:	Town Clerk	Matthew Gleadell
	Deputy Town Clerk	Anna Lawson
Taking Notes:	Executive Assistant	Helen Crossland
	There were no members of the public and no press present.	
Venue:	Committee Room, Newark Town Hall	

FGP01/24/25 Minutes of the meeting of the Finance & General Purposes Committee held on Wednesday 17th April 2024

The Minutes of the last meeting of the Finance & General Purposes Committee held on Wednesday 17th April 2024 were proposed by Cllr B Corrigan, and seconded by Cllr S Crosby.

A vote was held and they were **AGREED**.

FGP02/24/25 Declarations of Interest

It was **AGREED** to accept any Declarations of Interest as and when they arose during the meeting.

FGP03/24/25 Payment Schedules

Cllr B Corrigan proposed, Cllr D Campbell seconded the Monthly Payment Schedules 12/24, 1/25 and 2/25.

Members then **NOTED** Payment Schedule 12/24 in the sum of £439,478.11 (four hundred and thirty nine thousand, four hundred and seventy eight pounds and 11p), Payment Schedule 1/25 in the sum of £116,178.04 (one hundred and sixteen thousand, one hundred and seventy eight pounds and 04p), and Payment Schedule 2/25 in the sum of £197,259.79 (one hundred and ninety seven thousand, two hundred and fifty nine pounds and 79p).

FGP04/24/25 Annual Governance and Accountability Return (AGAR)

The Town Clerk went through the Agenda report and explained the statements contained therein in relation to the Declarations in Section 1 of the AGAR.

Cllr B Corrigan proposed, Cllr N Ross seconded that Members **ACCEPT** the Governance statements contained in Section 1 of the AGAR.

A vote was held and this was **AGREED**.

FGP05/24/25 Members were given completed copies of Section 2 of the AGAR at the meeting; the Town Clerk explained that figures had been checked to ensure they were correct, particularly in relation to the sums stated for the year ending 31 March 2023.

The Town Clerk also offered to run a workshop at a later date on AGAR principles, for anyone that was interested.

Cllr B Corrigan proposed, Cllr L Goff seconded that the accounting statements set out in Section 2 of the AGAR be **ADOPTED**.

A vote was held and this was **AGREED**.

FGP05/24/25 Works Approval Schedule

Cllr B Corrigan proposed, Cllr D Campbell seconded that Members **NOTE** the report and schedule as attached in the Agenda.

A vote was held and this was **AGREED**.

FGP06/24/25 Grant Application

Cllr B Corrigan proposed, Cllr G Rix seconded the recommendation in the Agenda report.

A vote was held and Members **AGREED** to grant free use of the Ballroom to Newark Town Band on Saturday 28th September 2024, at a cost of £335.42.

The Town Clerk was asked to let the applicant know that the general grant position relating to Ballroom use has not yet been determined, so any future applications will need to adhere to any new procedure that may be put in place.

FGP07/24/25 Appointments to Personnel Sub-Committee

Members **FINALISED** the appointments to the Personnel Sub-Committee for the 24/25 civic year as follows:

Cllr Susan Crosby, Cllr Mathew Skinner and Cllr Paul Taylor were all nominated at the Annual Town Council Meeting. This membership was confirmed.

There were two further nominations for the two remaining places on the sub-committee.

Cllr B Corrigan proposed, Cllr N Ross seconded, that Cllr I Brown and Cllr G Rix be appointed.

Following a vote, these appointments were also **AGREED**.

Members went on to vote for the Chairman of this Committee; Cllr B Corrigan proposed Cllr P Taylor and this was seconded by Cllr L Goff.

Cllr D Ledger proposed Cllr G Rix and this was seconded by Cllr M Spoors.

Following a vote it was **AGREED** that Cllr G Rix be appointed as Chairman.

Cllr M Spoors proposed Cllr P Taylor as the Vice-Chairman, this was seconded by Cllr L Goff.

Following a vote this was **AGREED**.

FGP08/24/25 Working Groups / Sub-Committees

Cllr B Corrigan proposed, Cllr M Skinner seconded recommendation 1.1 a) as set out in the Agenda Report

- a. To convert the Events, Arts, Culture and Twinning Working Group to become a Sub Committee of the Finance and General Purposes Committee.

A vote was held and this was **AGREED**.

- b. Prior to discussion of the next recommendation, Cllr T Collier requested that Named Votes be taken for b) and c). This was noted by the Town Clerk.

After a lengthy discussion, Cllr T Collier proposed that the name of the Climate Change Working Group be altered to 'Environmental Stewardship Sub-Committee'. This was seconded by Cllr L Geary.

A vote was held and this was **AGREED**.

Cllr B Corrigan proposed, Cllr N Ross seconded that the aforementioned would be a Sub-Committee of the Finance & General Purposes Committee. A vote was held and this was **AGREED**.

- c. Cllr L Geary proposed, Cllr N Ross seconded that this recommendation be deferred until a review of the remit/terms of reference for the newly named Sub-Committee had been carried out.

A vote was held and this was **AGREED**.

- d. Cllr B Corrigan proposed, Cllr M Skinner seconded that the remit/terms of reference for the Cemetery Development Working Group as outlined in the Agenda report be Adopted.

A vote was held and this was **AGREED**.

- e. It was proposed by Cllr B Corrigan, seconded by Cllr D Ledger that the Membership of the Events, Arts, Culture and Twinning Sub-Committee should remain as:
- and Cllr T Collier - Chairman
- Cllr S Dickinson - Vice Chairman
- f. Cllr D Campbell
- Cllr J Kellas
- Cllr L Roulstone
- A vote was held and this was **AGREED**.

Membership of the Environmental Stewardship Sub-Committee was **AGREED** as follows:

Cllr L Roulstone – Chairman

Cllr E Cropper – Vice Chairman

Cllr S Crosby

Cllr G Rix

Cllr M Skinner

Membership of the Cemetery Development Working Group was **AGREED** as follows:

Cllr L Geary – Chairman

Cllr B Corrigan – Vice Chairman

Cllr D Ledger

Cllr M Skinner

Cllr T Collier

FGP09/24/25 Kidney Stones

All Newark and Sherwood District Councillor present declared a non-pecuniary interest in this Agenda Item.

Cllr B Corrigan then proposed the following:

'We are content with the NSDC proposals for the display of the Kidney Stones.

We devolve authority to the Town Clerk to seek legal advice, if necessary, to draft an agreement with NSDC to loan the Kidney Stones to NSDC for a period of 40 years, subject to:

- *All costs being met by NSDC, including return of the stones to Newark Town Council at the end of the agreement*
- *The interpretation panel to acknowledge the loan of the Kidney Stones by Newark Town Council, and this signage/acknowledgement to be in place throughout the length of the loan*
- *Intellectual property rights to be retained by Newark Town Council, but with full permission granted to NSDC to publish photographs and illustrations of the Kidney Stones in their literature and website*
- *A review 5 years before the end of the loan, to plan the options and practicalities for the end of the agreement'.*

A long discussion then followed; at 9.00pm Cllr N Ross proposed that Standing Order 4 (4) be suspended to allow the meeting to be extended by 30 minutes, this was seconded by Cllr B Corrigan and **AGREED**.

Cllr N Ross requested a Named Vote on this Agenda Item which was noted by the Town Clerk.

After further discussion, Cllr G Rix proposed, Cllr I Brown seconded that the Town Council donate/give the Kidney Stones to Newark and Sherwood District Council.

A vote was held and this was **NOT AGREED**.

Cllr B Corrigan proposed and Cllr L Geary seconded, the original proposal (as above).

A vote was held and this was **AGREED**

At 9.30pm Cllr B Corrigan proposed that proposed that Standing Order 4 (4) be suspended again to allow the meeting to be extended by 30 minutes; this was seconded by Cllr D Ledger and **AGREED**.

Cllr L Geary left the meeting at this point.

FGP10/24/25 Representation on Outside Bodies

Members **CONFIRMED** the appointment of Town Council representatives on Outside Bodes for the 2024/25 Civic Year as follows:

Newark Allotments & Gardens Assn – Cllr D Campbell

Newark in Bloom – Cllr L Goff

Newark Healthcare Consultative Group – Cllr I Brown, Cllr L Roulstone

Newark Heritage Forum – Cllr D Moore

Newark Mind – Cllr D Moore

Newark Municipal Charities – Cllr G Rix, Cllr S Crosby

Friends of Newark Cemetery - Cllr L Goff, Cllr S Crosby

Newark & Sherwood CVS – Cllr L Goff

There were no nominations for the vacancy on Lilley & Stone School Charities.

There were no other Charities representative to be appointed at this time.

FGP11/24/25 Hearing Loop

Cllr B Corrigan proposed, Cllr M Skinner seconded, that the existing Hearing Loop system be subject to further investment as set out in the Agenda Report, to ensure that existing users are able to fully benefit from its operation.

A vote was held and this was **AGREED**.

FGP12/24/25 Sherwood Avenue

Cllr D Campbell proposed, Cllr L Roulstone seconded the recommendation for the inclusion of water play in the Sherwood Avenue project.

Following a vote this was **AGREED**.

Cllr B Corrigan proposed, Cllr D Ledger seconded the recommendation to commission the final play scheme for the site.

A vote was held and this was **AGREED**.

FGP13/24/25 Exclusion of the Press and Public
St Mary Magdalene Parish Church

This item was withdrawn from the Agenda prior to the meeting.

Meeting Closed:	10.00pm	Next Meeting:	Wednesday 17th July 2024
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AUTOPAY
ACCOUNTS FOR PAYMENT SCHEDULE 3/25

30.6.24

Voucher Number	Payee	Budget	Amount
1861	Abevco	TH Bar	249.05
1862	ADT	TH Maintenance & Equipment	752.58
1863-4	Air IT	Computers	285.24
1865	Allstar	Civic car fuel/Vehicle running costs	412.91
1866	Ann Et Vin	TH Bar	240.42
1867	AO Cumbernauld	Payroll	11895.63
1868	Aquaid	Refreshments	55.79
1869	Aubergine	Web & Social Media	358.80
1870	Beaumont House	Mayors Charity	600.43
1871	Bullfinch Ltd	D-Day	228.00
1872	Chevron Traffic Management	Market Promotions	534.00
1873-4	Chubb Fire & Security Ltd	Cemetery Upkeep	441.18
1875-6	City Hygiene	PC Repairs & Maintenance	93.60
1877	Cleaning Supplies	PC Materials/Cleaning	496.30
1878	Cleaning Supplies	TH Maintenance & Equipment	419.12
1879	Commandery of King Offa	Mayors Allowance	42.00
1880	Cope	Occupational Health	618.60
1881	DCK Accounting Solutions	Consultancy	719.04
1882	Easy Safety	Consultancy	796.00
1883	Ebiri, Zino	Damage Waiver	200.00
1884	EE	Telephones	125.40
1885	ENVA	Market refuse	2095.09
1886	Farmstar	Cemetery Equipment & Tools	252.02
1887-8	Floral Media	Floral displays	7374.36
1889	Floral Media	Climate Change	3945.00
1890	Gravelmaster Ltd	Newark On Sea	1920.00
1891	Hollybeck Nurseries Ltd	Floral displays	352.80
1892	K & H Sports	Uniform	400.00
1893-4	Lidsters	Cemetery Plinths & Tablets	472.46
1895	Madam Misfits	Market Promotions	250.00
1896	Marshall, Robert	Boardwalk	990.00
1897	Marshall, Robert	P & O/S Maintenance & Equipment	372.00
1898	Marshall, Robert	D-Day	360.00
1899	MEC	Cemetery Upkeep	25.00
1900	Mole Country Stores	Floral displays	71.96
1901	Newark MENCAP	Mayors Charity	992.21
1902	Newark & Sherwood Locksmiths	TH Maintenance & Equipment	48.00
1902		Allotment Repairs & Maintenance	140.40
1903	Newark Security Services Ltd	P & O/S Security	902.40
1904	Notts CC LGPEN	Pensions	13538.16
1905	Notts Wildlife Trust	Mayors Charity	600.43
1906	NTC Pay Account	Payroll	46992.54
1907	Orona	TH Maintenance & Equipment	1858.03
1908	PAS Ltd	Consultancy	240.00

1909	Patchwork Audio	Market Promotions	1400.00
1910	Plugtest	Market Maintenance and Equipment	72.00
1911	Radar Key Company	PC Repairs & Maintenance	186.00
1912	Radio Newark	Armed Forces Day	720.00
1913	Reflect Recruitment	Casual Staff	142.50
1914	SA Plumbing	TH Maintenance & Equipment	79.99
1915	SA Plumbing	Allotment Repairs and Maintenance	104.33
1916	Saunders, Jayne	Mayors Sunday	239.38
1917	Schofield, Adam	Market Promotions	150.00
1918	Screwfix	Newark in Bloom	15.98
1919-20	SCS	Computers	4590.84
1921	Second Element	TH Maintenance & Equipment	420.00
1922	Security 2	TH booking costs	1144.50
1923	Smiths Timber Merchants	Newark On Sea	91.58
1924	TC Harrison	Vehicle running costs	60.00
1925	Town Mayor	Mayors allowance	47.99
1926	Travis Perkins	Cemetery Upkeep	429.60
1927	VIA	Market Promotions	605.00
1928	Viking	Printing & Stationary	252.74
1929	Virgin Media Business	Cemetery Telephones	6.41
1930	Virgin Media Business	Telephones	253.38
1931	Voce, Mr	Damage Waiver / Corkage	395.00
		Total	115164.17

Grand Total £ 130,075.16

FINANCE & GENERAL PURPOSES COMMITTEE

SUBJECT:	MONTHLY PAYMENT SCHEDULES
REPORT BY:	MATTHEW GLEADELL (TOWN CLERK)

1. Recommendations

- 1.1 Members note the payment schedules for month 3 of the 24/25 financial year.

2. Background

- 2.1 Payment Schedule 3/25 appended to this report.

3. Financial, Legal, Equality, Environmental & Risk Issues

None.

Background Papers:	Working papers
Lead Officer:	Matthew Gleadell Tel: 01636 684801 Email: matthew.gleadell@newark.gov.uk

DIRECT DEBITS
ACCOUNTS FOR PAYMENT SCHEDULE 3/25

30.06.24

Voucher Number	Payee	Budget	Amount
1932-33	ASD Wholesale Ltd	TH Bar	1123.13
1934	British Gas	Buttermarket Electricity	15.81
1935	British Telecom	PC Telephones	160.19
1936	British Telecom	TH Redcare Telephones	181.39
1937	British Telecom	TH Broadband	181.39
1938-43	British Telecom	Cemetery Telephones	848.03
1944	British Telecom	R & R Alarm	158.03
1945	EDF	Market Electricity	6.14
1946	Gas Direct	TH Bar	25.08
1947	HCP Capitol Uk Ltd	Civic Car	288.28
1948	Natwest Credit Card - MG	Civic Car	30.00
1949	Natwest Credit Card - SA	Staff training	80.22
		Office equipment	128.00
		Mayoral Car	239.00
		Floral displays	421.20
		Cemetery Equipment & Tools	55.50
		Cemetery Upkeep	239.52
		Vehicle running costs	18.00
		TH Maintenance & Equipment	52.73
1950	Newark & Sherwood District Council	Rates - Town Hall	2270.00
		Rates - Market Place	3221.00
		Rates - Cemetery Lodge	923.00
		Rates - London Road PC	369.00
1951	Newark & Sherwood District Council	Rates - Kiosk	259.00
1952	SSE	Market Electricity	176.27
1953	Severn Trent	Water	115.34
1954	Total Energies	P & O/S Electricity	178.55
1955-56	Total Energies	PC Electricity	808.17
1957-1961	Total Energies	Market Electricity	577.35
1962	Total Energies	Buttermarket Electricity	16.15
1963-65	Total Energies	Cemetery Electricity	99.68
1966	Total Energies	Cemetery Gas	439.77
1967-68	Total Energies	TH Electricity	9.32
1969	Total Energies	TH Gas	1020.10
1970	UK Fuels	Vehicle running costs	1.80
1971-1991	Worldpay	Bank Charges	174.85
		Total	14910.99



Newark TOWN COUNCIL

Quarterly Budget Analysis Report

Financial Year : 24/25

Quarter : 1

Report Author : Matthew Gleadell

Recommendation: That the report is noted.

Introduction and Background

The attached Appendix 1 is a direct print out from the Councils finance software. It is in income/expenditure based report which is based on invoices raised and received. It is not a reflection of physical cash receipts.

Executive Summary

The headline figures at the quarter point of the financial year are:

Income – 59.7% of the forecast income for the entire year has now been received.

The principal reason for the early high-income level is that the first precept payment has been received alongside the full devolution support grant together amounts to £1,030,161.

The total income forecast for non precept and grant income is £409,933 of which as at Q1 income amounts to £197,541. This is clearly an extremely positive position at this stage in the financial year. It should be noted however this includes £40,333 of grant income which for Newark Heart which covers cost incurred in the previous financial year. The income therefore is £157,208. This is still a positive position after Q1.

Expenditure – 23.59% of forecast expenditure has been incurred. This is broadly on track if not slightly less than expected at this point in the year, especially having regard to some high costs that are incurred early in the year such as insurance premiums.

It should be noted however that salary costs are lower at this stage than budgeted for. This is because the National Pay Agreements will not be finalised until later in the year at which point back pay will be applied for all staff so as to account for pay increases applying from the 1st April.

Full year salaries that were budgeted for to cover the Deputy Clerk roles and Museum Curator have not been incurred in full in the early part of the year.

At this stage in the financial year there are no causes for alarm in relation to the overall budget picture.

Account Codes

As a reminder to help members review the budget report produced by the finance software the codes are explained below. You will find the codes in the report on the left hand side of the page.

Cost Centres are 3-digit codes

Examples:

Mayoral and Civic is 102.

Cemetery is 301.

Allotments is 302.

Income and Expenditure Codes are 4 digits.

Code beginning with a 1 represent income.

Codes beginning with a 4 represent expenditure. Code 4900 relates to salaries. That code will feature across different Cost Centres to reflect the staff costs across different service areas.

General Commentary

National Pay Agreement and Staff Costs – Acc. Code 4900

The early indications for the National Pay Agreement are that the final figures are likely to be less than the amount the Council has budgeted for. This is welcome after 2 years of pay agreement increases that have exceeded budget allocation and which took the sector generally by surprise. Councils have been budgeting for rises similar to the last 2 years whereas the final increases look set to be much less than the last 2 years.

Investment Returns – Acc. Code 101 – 1870

Investment return income appears low however dividends for the first quarter will not start to appear until later this month.

Consultancy Fees – Acc. Code 101-4136

The cost may appear high for a Q1 position however please note the H&S consultant is not commissioned through to the year end. Their work will cease mid way through the year whereupon the costs in this code will decrease.

Grants – Acc. Code 103 - 4044

The £460.00 represents the value of free ballroom use granted. It is not a cash payment.

Hanging Baskets - Acc. Code 104 -1341

Once again hanging baskets have generated income considerably in excess of the forecast. An additional £3,304.00 over the £5,000 forecast has so far been received with some more invoices still to be paid.

Floral Displays – Acc.Code 104 – 4340

The cost of floral displays already looks to be significantly less than forecast. Some of the cost also includes consultancy support for the new perennial-based planting schemes. A £15,000 reduction in cost is expected. Provided the new planting scheme delivers as planned, future savings in this area could top £25,000 compared to previous public realm planting arrangements.

Town Hall Hire Fees - Acc. Code 201 - 1163

Although lower than the expected Q1 position the Town Hall hire fees are high at this stage of the year compared to recent years. By the time members received this report interviews for a new hospitality manager will be underway. An appointment should be confirmed by the end of the week beginning 15th July.

The income figure here was agreed based on the hope of a new staff member driving up the income slightly in their first year in post. This remains a distinct possibility and will be monitored in the coming months.

Cemetery - Acc Code 301 – 1360 and 1362

The Cemetery income has seen an excellent start to the year. This is good news on a financial level for the current year but also means that the remaining space in the Cemetery is being eroded at a slightly quicker rate than forecast.

Allotments – Acc Code 302 – 1350

Allotments are invoiced for annually in October. The absence of receipts therefore at this stage of the year should not cause alarm.

S.106 and CIL – Acc. Code 303 – 1106 and 1342

The s.106 income shown are the funds for the solar panels at the Sherwood Avenue site previously documented.

The CIL receipt of £6,140.00 is in essence a bonus income. CIL is never guaranteed and almost impossible to forecast in value. As such no budget forecast is made for it.

Public Conveniences Acc. Code 401 – 1650

Income for providing services to NSDC had not been budgeted for. It was expected that the cleaning services we provide would have been contracted elsewhere by the 1st April. The process has been delayed and we have continued to provide the services and it is now October when the transfer is expected. The additional income is offset by the costs of providing the service with a marginal profit involved.

Newark Royal Market – Cost Centre 420

Of a total income forecast of £113,700 receipts in the first quarter are £41,406. This is slightly ahead of forecast however with winter months to come where trader attendance can drop off a cautious approach to assessing market receipts must be adopted.

Closing Summary

Q1 is often too early to make accurate year end assessments. A positive start to the year is evident but caution must remain as the year progresses.

Annual Budget - By Centre (Actual YTD Month 4)
Note: DRAFT BUDGET FOR 2024/2025 FINANCIAL YEAR

	<u>23/24 Budget</u>		<u>24/25 Budget</u>					<u>25/26 Budget</u>				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward	
<u>101 Central Establishment</u>												
1870	Income-Interest Received	95,000	151,799	0	0	85,000	0	85,000	6,601	0	0	0
	Total Income	95,000	151,799	0	0	85,000	0	85,000	6,601	0	0	0
4019	Subsistence,Travel/Vehicles	1,000	372	0	0	750	0	750	118	0	0	0
4021	Uniforms and PPE	4,000	4,027	0	0	4,000	0	4,000	997	0	0	0
4022	Staff Training inc H & S	5,000	3,416	0	0	6,000	0	6,000	121	0	0	0
4023	Appointments & Advertising	1,500	649	0	0	1,000	0	1,000	96	0	0	0
4025	Printing & Stationery	5,000	4,922	0	0	4,500	0	4,500	1,672	0	0	0
4026	NCP Car Park	668	668	0	0	750	0	750	701	0	0	0
4027	Postage	3,000	3,022	0	0	2,800	0	2,800	785	0	0	0
4028	Telephones	7,940	6,233	0	0	6,500	0	6,500	1,676	0	0	0
4029	Computers	17,000	17,910	0	0	19,000	0	19,000	13,614	0	0	0
4031	External Audit Fees	2,500	5,040	0	0	2,750	0	2,750	-2,520	0	0	0
4032	Office Equipment	2,000	827	0	0	6,000	0	6,000	107	0	0	0
4033	Economic Development	5,000	0	0	0	0	0	0	0	0	0	0
4036	Conferences and Seminars	0	495	0	0	800	0	800	0	0	0	0
4037	Website & Social Media	1,000	0	0	0	500	0	500	299	0	0	0
4038	Internal Audit Fee	2,450	2,800	0	0	3,880	0	3,880	-700	0	0	0
4039	Bank Charges	4,000	3,895	0	0	4,000	0	4,000	1,055	0	0	0
4041	Subscriptions	800	590	0	0	800	0	800	575	0	0	0
4059	Occupational Health	1,500	4,583	0	0	2,000	0	2,000	547	0	0	0
4061	Election Costs	29,500	33,384	0	0	6,000	0	6,000	0	0	0	0
4129	Insurance	4,230	3,143	0	0	3,500	0	3,500	0	0	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 4)

Note: DRAFT BUDGET FOR 2024/2025 FINANCIAL YEAR

	<u>23/24 Budget</u>		Brought Forward	Net Virement	<u>24/25 Budget</u>			Total	Actual YTD	<u>25/26 Budget</u>		
	Budget	Actual			Agreed	EMR				Agreed	EMR	Carried Forward
4136 CCLA Fees	0	15,929	0	0	0	0	0	0	0	0	0	0
4137 Consultancy/Professional	19,900	17,947	0	0	20,000	0	20,000	8,979	0	0	0	0
4840 Depreciation	0	1,960	0	0	0	0	0	0	0	0	0	0
4898 Pension Strain	0	4,386	0	0	4,376	0	4,376	0	0	0	0	0
4900 Payroll Gross	219,985	218,396	0	0	298,121	0	298,121	58,884	0	0	0	0
4901 Employers NI	18,280	23,907	0	0	61,704	0	61,704	5,938	0	0	0	0
4902 Employer Pension	45,037	49,009	0	0	58,061	0	58,061	12,718	0	0	0	0
4915 Staff Overtime	0	13,195	0	0	10,000	0	10,000	1,262	0	0	0	0
5020 Assets Capitalised	0	1,083	0	0	0	0	0	0	0	0	0	0
Overhead Expenditure	401,290	441,786	0	0	527,792	0	527,792	106,923	0	0	0	0
Movement to/(from) Gen Reserve	(306,290)	(289,986)			(442,792)		(442,792)	(100,322)		0		
<u>102</u>												
<u>Mayoral/Civic</u>												
1018 Sikorski Statue	0	810	0	0	0	0	0	0	0	0	0	0
1770 Income-Museum	0	34	0	0	0	0	0	0	0	0	0	0
Total Income	0	844	0	0	0	0	0	0	0	0	0	0
4000 Mayor's Allowance 2024/2025	2,000	1,861	0	0	2,000	0	2,000	377	0	0	0	0
4001 Mayor's Allowance	0	0	0	0	0	0	0	28	0	0	0	0
4002 Mayor Making	600	293	0	0	400	0	400	64	0	0	0	0
4008 Mayors Sunday	500	559	0	0	550	0	550	264	0	0	0	0
4009 Plough Sunday	200	105	0	0	250	0	250	0	0	0	0	0
4010 Mayoral Car	2,800	4,323	0	0	4,029	0	4,029	1,125	0	0	0	0
4011 Badges Shields Insignia	2,600	2,636	0	0	1,500	0	1,500	1,048	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 4)

Note: DRAFT BUDGET FOR 2024/2025 FINANCIAL YEAR

23/24 Budget			24/25 Budget					25/26 Budget			
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4012	Mayoral Car Fuel	1,000	524	0	0	800	0	800	87	0	0
4013	Remembrance Sunday	1,900	2,027	0	0	1,900	0	1,900	0	0	0
4014	Hercules Clay	200	96	0	0	250	0	250	0	0	0
4015	Airbridge	900	674	0	0	750	0	750	0	0	0
4016	All Souls	250	348	0	0	250	0	250	0	0	0
4017	Battle of Britain	1,400	1,807	0	0	1,500	0	1,500	0	0	0
4018	Sikorski Statue	5,000	5,883	0	0	0	0	0	0	0	0
4020	Honoraria Payment	800	780	0	0	960	0	960	560	0	0
4137	Consultancy/Professional	2,940	3,424	0	0	2,940	0	2,940	0	0	0
4750	Twinning	0	1,540	0	0	750	0	750	120	0	0
4765	Mayoral Robes	300	15	0	0	300	0	300	0	0	0
4900	Payroll Gross	28,382	33,040	0	0	32,258	0	32,258	5,130	0	0
4901	Employers NI	1,529	1,800	0	0	1,932	0	1,932	423	0	0
4902	Employer Pension	2,040	1,931	0	0	2,142	0	2,142	0	0	0
4907	Armed Forces Day	0	0	0	0	0	0	0	1,305	0	0
4915	Staff Overtime	0	642	0	0	750	0	750	251	0	0
5020	Assets Capitalised	0	7,190	0	0	0	0	0	0	0	0
5025	Assets Funded By Grants	0	-7,190	0	0	0	0	0	0	0	0
Overhead Expenditure		55,341	64,310	0	0	56,211	0	56,211	10,783	0	0
Movement to/(from) Gen Reserve		(55,341)	(63,467)	(56,211)			(10,783)			0	
103	Grants										
4044	Grants to Voluntary Bodies	1,500	1,458	0	0	7,400	0	7,400	795	0	0
4045	Grant - St Mary's Parish Chur	1,850	1,850	0	0	0	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 4)

Note: DRAFT BUDGET FOR 2024/2025 FINANCIAL YEAR

	<u>23/24 Budget</u>		<u>24/25 Budget</u>						<u>25/26 Budget</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4048 Grant - Citizens Advice Bureau	5,000	5,000	0	0	0	0	0	0	0	0	0
4049 Grant - Nwk Twinning Assoc	550	0	0	0	0	0	0	0	0	0	0
Overhead Expenditure	8,900	8,308	0	0	7,400	0	7,400	795	0	0	0
Movement to/(from) Gen Reserve	(8,900)	(8,308)			(7,400)		(7,400)	(795)	0		
<u>104 Public Realm</u>											
1341 Newark in Bloom Hanging Basket	8,303	8,401	0	0	5,000	0	5,000	8,304	0	0	0
Total Income	8,303	8,401	0	0	5,000	0	5,000	8,304	0	0	0
4042 Defibrillator	1,000	0	0	0	1,000	0	1,000	57	0	0	0
4052 Town Centre Bunting	3,510	6,660	0	0	5,000	0	5,000	0	0	0	0
4053 Boardwalk	0	0	0	0	1,000	0	1,000	825	0	0	0
4054 D-Day	0	0	0	0	0	0	0	700	0	0	0
4340 Floral Displays	40,000	30,465	0	0	40,000	0	40,000	21,530	0	0	0
4906 Recharges	0	0	0	0	0	0	0	380	0	0	0
5020 Assets Capitalised	0	46,522	0	0	0	0	0	0	0	0	0
6004 Tfr from Capital Receipts Rese	0	-46,522	0	0	0	0	0	0	0	0	0
Overhead Expenditure	44,510	37,125	0	0	47,000	0	47,000	23,492	0	0	0
Movement to/(from) Gen Reserve	(36,207)	(28,724)			(42,000)		(42,000)	(15,188)	0		
<u>201 Town Hall</u>											
1035 Refreshments	50	213	0	0	50	0	50	125	0	0	0
1160 Deposits 2025/2026	0	0	0	0	0	0	0	375	0	0	0
1162 Deposits 2024/2025	0	625	0	0	0	0	0	125	0	0	0

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Newark Town Council

Annual Budget - By Centre (Actual YTD Month 4)

Note: DRAFT BUDGET FOR 2024/2025 FINANCIAL YEAR

23/24 Budget			24/25 Budget					25/26 Budget			
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
1163	TH Hire Fees	8,000	13,777	0	0	40,000	0	40,000	8,440	0	0
1166	Income-Equipment Hire	0	0	0	0	0	0	58	0	0	0
1168	Income-TH Bar Apr-June	2,000	3,898	0	0	5,000	0	5,000	3,952	0	0
1169	Income-TH Bar July-Sept	3,000	3,679	0	0	3,500	0	3,500	9	0	0
1170	Income-TH Bar Oct-Dec	1,000	3,521	0	0	2,000	0	2,000	0	0	0
1171	Income-TH Bar Jan-March	1,041	826	0	0	2,000	0	2,000	0	0	0
1173	Income-Refreshments	0	0	0	0	0	0	100	0	0	0
1175	Income-Damage Waiver	0	0	0	0	0	0	167	0	0	0
Total Income		15,091	26,540	0	0	52,550	0	52,550	13,351	0	0
4035	Refreshments	1,000	1,262	0	0	1,500	0	1,500	471	0	0
4101	Maintenance and Equipment	15,000	61,808	0	0	15,000	0	15,000	9,095	0	0
4103	Electricity	11,000	9,526	0	0	16,875	0	16,875	985	0	0
4104	Gas	18,500	18,247	0	0	18,500	0	18,500	2,422	0	0
4105	Rates	22,716	22,705	0	0	23,200	0	23,200	6,815	0	0
4106	Sewerage/Water Charges	2,500	2,698	0	0	2,500	0	2,500	770	0	0
4107	Rents	0	85	0	0	0	0	0	0	0	0
4125	Marketing and Promotions	0	0	0	0	5,000	0	5,000	0	0	0
4129	Insurance	7,810	7,337	0	0	7,703	0	7,703	0	0	0
4131	Subscriptions/Licences	750	778	0	0	750	0	750	967	0	0
4163	Booking Cost (Security)	0	2,599	0	0	5,000	0	5,000	1,251	0	0
4168	Bar Costs April-June	1,000	5,442	0	0	5,000	0	5,000	2,961	0	0
4169	Bar Costs July-Sept	5,000	1,709	0	0	3,500	0	3,500	0	0	0
4170	Bar Costs Oct-Dec	500	1,418	0	0	2,000	0	2,000	0	0	0
4171	Bar Costs Jan-March	1,000	742	0	0	2,000	0	2,000	0	0	0

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Annual Budget - By Centre (Actual YTD Month 4)
Note: DRAFT BUDGET FOR 2024/2025 FINANCIAL YEAR

23/24 Budget			24/25 Budget						25/26 Budget		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4840	Depreciation	0	255,327	0	0	0	0	0	0	0	0
4900	Payroll Gross	13,688	37,248	0	0	80,730	0	80,730	11,060	0	0
4901	Employers NI	1,261	4,276	0	0	6,924	0	6,924	1,164	0	0
4902	Employer Pension	2,916	8,477	0	0	14,462	0	14,462	2,271	0	0
4904	Overtime/Casual Staff	0	0	0	0	0	0	271	0	0	0
4915	Staff Overtime	20,000	5,038	0	0	3,000	0	3,000	1,076	0	0
Overhead Expenditure		124,641	446,721	0	0	213,644	0	213,644	41,577	0	0
Movement to/(from) Gen Reserve		(109,550)	(420,181)			(161,094)		(161,094)	(28,226)		
<u>202</u>											
<u>Buttermarket</u>											
1107	Rental Income	9,000	8,640	0	0	9,000	0	9,000	1,890	0	0
Total Income		9,000	8,640	0	0	9,000	0	9,000	1,890	0	0
4101	Maintenance and Equipment	0	64	0	0	0	0	0	0	0	0
4103	Electricity	4,000	3,241	0	0	4,000	0	4,000	1,026	0	0
4840	Depreciation	0	5,558	0	0	0	0	0	0	0	0
4861	Contingency	0	-20,512	0	0	0	0	0	0	0	0
Overhead Expenditure		4,000	-11,650	0	0	4,000	0	4,000	1,026	0	0
Movement to/(from) Gen Reserve		5,000	20,290			5,000		5,000	864		
<u>203</u>											
<u>Events/Christmas Lighting</u>											
1720	Sunday Band Concerts	1,800	745	0	0	500	0	500	0	0	0
1726	Income-Christmas Lights	0	1,100	0	0	1,500	0	1,500	0	0	0
1907	Armed Forces Day	0	6,785	0	0	2,500	0	2,500	700	0	0

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Newark Town Council

Annual Budget - By Centre (Actual YTD Month 4)

Note: DRAFT BUDGET FOR 2024/2025 FINANCIAL YEAR

<u>23/24 Budget</u>		<u>24/25 Budget</u>				<u>25/26 Budget</u>					
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Total Income		1,800	8,630	0	0	4,500	0	4,500	700	0	0
4720	Sunday Band Concerts	1,800	3,689	0	0	4,000	0	4,000	673	0	0
4721	Brass Explosion	10,000	10,876	0	0	10,000	0	10,000	2,746	0	0
4723	Music Festival	50,000	50,000	0	0	25,000	0	25,000	0	0	0
4725	Christmas Lights Display	65,000	88,273	0	0	65,000	0	65,000	0	0	0
4726	Christmas Lights Switch On	13,000	18,463	0	0	15,000	0	15,000	0	0	0
4907	Armed Forces Day	0	5,272	0	0	3,000	0	3,000	140	0	0
Overhead Expenditure		139,800	176,573	0	0	122,000	0	122,000	3,560	0	0
Movement to/(from) Gen Reserve		(138,000)	(167,943)	(117,500)		(117,500)		(2,860)	0		
<u>301 Cemetery</u>											
1360	Income-Cemetery General Fees	70,000	100,894	0	0	95,000	0	95,000	36,426	0	0
1362	Income-Plinths/Memorial Tablet	15,000	34,422	0	0	20,000	0	20,000	9,387	0	0
1363	Deceased Online	0	76	0	0	0	0	0	0	0	0
Total Income		85,000	135,392	0	0	115,000	0	115,000	45,814	0	0
4028	Telephones	3,750	5,247	0	0	3,750	0	3,750	854	0	0
4103	Electricity	1,360	1,754	0	0	1,350	0	1,350	-187	0	0
4104	Gas	1,500	734	0	0	1,500	0	1,500	419	0	0
4105	Rates	8,923	8,907	0	0	8,923	0	8,923	2,771	0	0
4106	Sewerage/Water Charges	2,000	828	0	0	1,800	0	1,800	460	0	0
4116	Green Flag	350	369	0	0	380	0	380	369	0	0
4129	Insurance	10,900	8,588	0	0	9,017	0	9,017	0	0	0
4310	Vehicle Running Costs	5,050	6,705	0	0	6,000	0	6,000	1,455	0	0

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Annual Budget - By Centre (Actual YTD Month 4)

Note: DRAFT BUDGET FOR 2024/2025 FINANCIAL YEAR

	<u>23/24 Budget</u>		Brought Forward	Net Virement	<u>24/25 Budget</u>		Total	Actual YTD	<u>25/26 Budget</u>	
	Budget	Actual			Agreed	EMR			Agreed	EMR
4311 Mowers & Equip Maintenance	6,500	4,189	0	0	5,000	0	5,000	20	0	0
4313 Fuel & Oils Mowers	0	37	0	0	0	0	0	0	0	0
4314 New Cemetery Machinery	12,000	0	0	0	6,000	0	6,000	0	0	0
4320 Equipment Tools & Materials	10,500	1,430	0	0	5,000	0	5,000	1,271	0	0
4322 Cemetery Upkeep of Grounds	30,000	36,241	0	0	30,000	0	30,000	9,189	0	0
4351 Allotment Bonds	0	0	0	0	0	0	0	-40	0	0
4360 General Cemetery Fees	0	1,194	0	0	1,500	0	1,500	179	0	0
4362 Plinths/Memorial Tablets	0	7,499	0	0	6,000	0	6,000	1,565	0	0
4363 Deceased Online	0	279	0	0	300	0	300	279	0	0
4834 R&R Fund Tablets/Plinths	0	438	0	0	0	0	0	0	0	0
4840 Depreciation	0	37,451	0	0	0	0	0	0	0	0
4841 Deferred Grants Released	0	-719	0	0	0	0	0	0	0	0
4900 Payroll Gross	84,561	91,894	0	0	97,018	0	97,018	23,100	0	0
4901 Employers NI	6,485	6,511	0	0	6,844	0	6,844	1,644	0	0
4902 Employer Pension	15,216	11,509	0	0	12,033	0	12,033	2,866	0	0
4915 Staff Overtime	0	770	0	0	1,000	0	1,000	183	0	0
5020 Assets Capitalised	0	1,661	0	0	0	0	0	0	0	0
Overhead Expenditure	199,095	233,517	0	0	203,415	0	203,415	46,396	0	0
Movement to/(from) Gen Reserve	(114,095)	(98,125)			(88,415)		(88,415)	(583)	0	
302 Allotments										
1350 Income-Allotment Rents	8,000	9,650	0	0	10,208	0	10,208	80	0	0
Total Income	8,000	9,650	0	0	10,208	0	10,208	80	0	0

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Annual Budget - By Centre (Actual YTD Month 4)

Note: DRAFT BUDGET FOR 2024/2025 FINANCIAL YEAR

	<u>23/24 Budget</u>			<u>24/25 Budget</u>					<u>25/26 Budget</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4028 Telephones	0	38	0	0	50	0	50	0	0	0	0
4102 Maintenance - Allotments	10,000	9,179	0	0	10,000	0	10,000	856	0	0	0
4106 Sewerage/Water Charges	9,000	636	0	0	5,000	0	5,000	458	0	0	0
4126 Security	4,800	1,074	0	0	0	0	0	0	0	0	0
4132 Gate Maintenance & Repairs	2,500	1,785	0	0	1,500	0	1,500	0	0	0	0
4840 Depreciation	0	2,042	0	0	0	0	0	0	0	0	0
Overhead Expenditure	26,300	14,753	0	0	16,550	0	16,550	1,314	0	0	0
Movement to/(from) Gen Reserve	(18,300)	(5,103)			(6,342)		(6,342)	(1,234)	0		
303 Environment & Climate Change											
1106 Section 106	0	0	0	0	0	0	0	17,993	0	0	0
1342 Community Infrastructure Levy	0	21,855	0	0	0	0	0	6,140	0	0	0
Total Income	0	21,855	0	0	0	0	0	24,133	0	0	0
4327 Tree Planting and Maintenance	0	0	0	0	5,000	0	5,000	0	0	0	0
4328 Climate Change Projects	45,000	0	0	0	20,000	0	20,000	3,288	0	0	0
4342 Community Infrastructure Levy	0	5,575	0	0	0	0	0	0	0	0	0
4840 Depreciation	0	4,535	0	0	0	0	0	0	0	0	0
6005 Tfr to Earmarked Reserves	0	66,855	0	0	0	0	0	0	0	0	0
6006 Tfr from Earmarked Reserves	0	-13,604	0	0	0	0	0	0	0	0	0
Overhead Expenditure	45,000	63,361	0	0	25,000	0	25,000	3,288	0	0	0
Movement to/(from) Gen Reserve	(45,000)	(41,506)			(25,000)		(25,000)	20,845	0		
401 Public Conveniences											

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Annual Budget - By Centre (Actual YTD Month 4)

Note: DRAFT BUDGET FOR 2024/2025 FINANCIAL YEAR

	<u>23/24 Budget</u>		Brought Forward	<u>24/25 Budget</u>			Total	Actual YTD	<u>25/26 Budget</u>		
	Budget	Actual		Net Virement	Agreed	EMR			Agreed	EMR	Carried Forward
1107 Rental Income	0	0	0	0	0	0	0	520	0	0	0
1619 Income Tolney Lane PCs	2,275	570	0	0	2,000	0	2,000	0	0	0	0
1620 Income St Marks PCs	4,000	2,408	0	0	4,000	0	4,000	0	0	0	0
1621 Income - Tolney Lane Kiosk	3,725	3,675	0	0	3,725	0	3,725	931	0	0	0
1650 PCs Agency Fees	35,700	35,700	0	0	0	0	0	13,425	0	0	0
Total Income	45,700	42,353	0	0	9,725	0	9,725	14,876	0	0	0
4028 Telephones	715	532	0	0	715	0	715	132	0	0	0
4103 Electricity	9,000	7,939	0	0	8,000	0	8,000	1,955	0	0	0
4104 Gas	600	638	0	0	600	0	600	190	0	0	0
4105 Rates	0	2,847	0	0	0	0	0	6,427	0	0	0
4106 Sewerage/Water Charges	2,500	3,714	0	0	4,500	0	4,500	561	0	0	0
4129 Insurance	1,475	1,371	0	0	1,450	0	1,450	0	0	0	0
4601 Repairs & Maintenance	5,000	14,942	0	0	5,000	0	5,000	1,419	0	0	0
4602 Material-inc Cleaning	2,310	2,908	0	0	3,000	0	3,000	414	0	0	0
4603 Payment System Upgrade	10,000	0	0	0	0	0	0	0	0	0	0
4840 Depreciation	0	1,449	0	0	0	0	0	0	0	0	0
4900 Payroll Gross	100,366	100,195	0	0	88,652	0	88,652	23,017	0	0	0
4901 Employers NI	8,957	8,284	0	0	8,863	0	8,863	1,679	0	0	0
4902 Employer Pension	23,316	22,454	0	0	20,360	0	20,360	5,428	0	0	0
4915 Staff Overtime	0	15,141	0	0	0	0	0	2,468	0	0	0
Overhead Expenditure	164,239	182,413	0	0	141,140	0	141,140	43,690	0	0	0
Movement to/(from) Gen Reserve	(118,539)	(140,060)			(131,415)		(131,415)	(28,813)	0		
410 Devolved Services											

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Newark Town Council

Annual Budget - By Centre (Actual YTD Month 4)

Note: DRAFT BUDGET FOR 2024/2025 FINANCIAL YEAR

<u>23/24 Budget</u>			<u>24/25 Budget</u>					<u>25/26 Budget</u>			
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
1400	NSDC Grant	369,980	369,980	0	0	416,632	0	416,632	416,632	0	0
Total Income		369,980	369,980	0	0	416,632	0	416,632	416,632	0	0
Movement to/(from) Gen Reserve		369,980	369,980			416,632		416,632		0	
420	Market Place										
1103	Income Market Electricity	3,000	781	0	0	1,000	0	1,000	117	0	0
1125	Marketing & Promotion	0	250	0	0	0	0	0	0	0	0
1500	Market Income - Monday	7,500	6,171	0	0	6,500	0	6,500	1,075	0	0
1501	Market Income - Wednesday	31,000	35,559	0	0	27,500	0	27,500	8,009	0	0
1502	Market Income - Thursday	6,000	7,990	0	0	5,500	0	5,500	1,873	0	0
1503	Market Income - Friday	22,000	20,947	0	0	20,000	0	20,000	6,998	0	0
1504	Market Income - Saturday	45,000	49,415	0	0	38,000	0	38,000	14,878	0	0
1505	Market Income - Special	6,000	6,599	0	0	5,000	0	5,000	3,735	0	0
1507	Income Caterer/Butcher	5,000	13,115	0	0	4,000	0	4,000	452	0	0
1509	Newark Book Festival	0	80	0	0	0	0	0	120	0	0
1510	Spring Food Fayre	0	225	0	0	0	0	0	0	0	0
1511	Festival Fun Market	0	105	0	0	0	0	0	0	0	0
1512	Armed Forces Day Market	0	0	0	0	0	0	0	110	0	0
1513	Newark Traditions Festival	0	40	0	0	0	0	0	80	0	0
1514	Xmas Lights	1,500	1,615	0	0	1,200	0	1,200	318	0	0
1515	Xmas Markets	5,000	5,944	0	0	4,000	0	4,000	386	0	0
1516	Craft & Artisan Market	1,000	458	0	0	500	0	500	205	0	0
1518	Steampunk Market	0	1,673	0	0	500	0	500	3,051	0	0
1540	Scrap Yard Receipts	0	1,142	0	0	0	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 4)

Note: DRAFT BUDGET FOR 2024/2025 FINANCIAL YEAR

	<u>23/24 Budget</u>		Brought Forward	Net Virement	<u>24/25 Budget</u>		Total	Actual YTD	<u>25/26 Budget</u>		
	Budget	Actual			Agreed	EMR			Agreed	EMR	Carried Forward
Total Income	133,000	152,108	0	0	113,700	0	113,700	41,406	0	0	0
4025 Printing & Stationery	900	1,035	0	0	900	0	900	27	0	0	0
4029 Computers	0	16	0	0	0	0	0	0	0	0	0
4065 Refuse Disposal	28,500	18,979	0	0	20,000	0	20,000	3,272	0	0	0
4101 Maintenance and Equipment	2,000	10,134	0	0	5,000	0	5,000	3,886	0	0	0
4103 Electricity	8,000	5,620	0	0	8,000	0	8,000	1,701	0	0	0
4105 Rates	30,208	30,208	0	0	32,000	0	32,000	9,667	0	0	0
4111 Equipment & Tools	3,500	3,226	0	0	3,500	0	3,500	468	0	0	0
4124 Security - Market Place	850	0	0	0	850	0	850	0	0	0	0
4125 Marketing and Promotions	30,000	30,677	0	0	30,000	0	30,000	7,700	0	0	0
4129 Insurance	850	712	0	0	750	0	750	0	0	0	0
4131 Subscriptions/Licences	800	704	0	0	750	0	750	679	0	0	0
4730 Newark on Sea Event	0	0	0	0	0	0	0	12	0	0	0
4840 Depreciation	0	4,180	0	0	0	0	0	0	0	0	0
4900 Payroll Gross	129,792	133,039	0	0	124,349	0	124,349	30,917	0	0	0
4901 Employers NI	13,104	12,511	0	0	8,994	0	8,994	2,943	0	0	0
4902 Employer Pension	27,644	29,761	0	0	21,384	0	21,384	6,985	0	0	0
4915 Staff Overtime	0	12,251	0	0	5,000	0	5,000	3,688	0	0	0
5020 Assets Capitalised	0	1,615	0	0	0	0	0	0	0	0	0
Overhead Expenditure	276,148	294,668	0	0	261,477	0	261,477	71,945	0	0	0
Movement to/(from) Gen Reserve	(143,148)	(142,560)			(147,777)		(147,777)	(30,539)	0		
421 Newark Heart											

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Newark Town Council

Annual Budget - By Centre (Actual YTD Month 4)

Note: DRAFT BUDGET FOR 2024/2025 FINANCIAL YEAR

23/24 Budget				24/25 Budget					25/26 Budget			
	Budget	Actual		Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
1421	CHN Grant	0		0	0	0	0	0	40,333	0	0	0
1723	Music Festival	3,000		0	0	0	0	0	0	0	0	0
Total Income				0	0	0	0	0	40,333	0	0	0
4125	Marketing and Promotions	6,231		0	0	0	0	0	0	0	0	0
4421	Newark Heart 23/24	0		0	0	0	0	0	0	0	0	0
4723	Music Festival	41,569		0	0	0	0	0	0	0	0	0
4730	Newark on Sea Event	33,664		0	0	0	0	0	9,964	0	0	0
4737	Business Engagement Meetings	778		0	0	0	0	0	0	0	0	0
4738	Kings Coronation	2,681		0	0	0	0	0	0	0	0	0
4739	Food & Drink Festival	7,575		0	0	0	0	0	0	0	0	0
4741	Umbrella Project	10,000		0	0	0	0	0	0	0	0	0
4742	Newark Book Festival	2,000		0	0	0	0	0	0	0	0	0
4900	Payroll Gross	3,760		0	0	0	0	0	0	0	0	0
4901	Employers NI	350		0	0	0	0	0	0	0	0	0
4902	Employer Pension	701		0	0	0	0	0	0	0	0	0
Overhead Expenditure				0	0	0	0	0	9,964	0	0	0
Movement to/(from) Gen Reserve						0		0	30,369			
P & OS General												
1109	Income - Collis Close	4,000	4,000	0	0	4,000	0	4,000	0	0	0	0
Total Income				0	0	4,000	0	4,000	0	0	0	0
4080	Riverside Park Maintenance	5,000	0	0	0	5,000	0	5,000	1,407	0	0	0
4081	Shwd Ave East Maintenance	5,000	3,288	0	0	5,000	0	5,000	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 4)

Note: DRAFT BUDGET FOR 2024/2025 FINANCIAL YEAR

23/24 Budget			24/25 Budget					25/26 Budget			
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4082	Shwd Ave West Maintenance	5,000	1,030	0	0	5,000	0	5,000	0	0	0
4083	Tennis Court Re-Lining	1,500	0	0	0	0	0	0	0	0	0
4084	Beaumont Gdns Maintenance	500	0	0	0	500	0	500	0	0	0
4099	Bowling Greens Maintenance	18,500	18,637	0	0	20,000	0	20,000	4,709	0	0
4101	Maintenance and Equipment	15,000	20,948	0	0	15,000	0	15,000	10,803	0	0
4103	Electricity	0	540	0	0	0	0	0	334	0	0
4106	Sewerage/Water Charges	0	151	0	0	0	0	-1,257	0	0	0
4117	SLA Parks	186,000	228,639	0	0	232,000	0	232,000	0	0	0
4126	Security	8,500	7,957	0	0	8,500	0	8,500	2,231	0	0
4129	Insurance	1,490	1,257	0	0	1,350	0	1,350	0	0	0
4130	Shwd Ave Insurance	610	551	0	0	575	0	575	0	0	0
4131	Subscriptions/Licences	1,070	1,070	0	0	1,200	0	1,200	570	0	0
4840	Depreciation	0	906	0	0	0	0	0	0	0	0
5020	Assets Capitalised	0	10,000	0	0	0	0	0	0	0	0
6004	Tfr from Capital Receipts Rese	0	-10,000	0	0	0	0	0	0	0	0
	Overhead Expenditure	248,170	284,974	0	0	294,125	0	294,125	18,797	0	0
	Movement to/(from) Gen Reserve	(244,170)	(280,974)			(290,125)		(290,125)	(18,797)	0	
430	P & O S - Riverside										
4840	Depreciation	0	6,769	0	0	0	0	0	0	0	0
	Overhead Expenditure	0	6,769	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	(6,769)			0		0	0		
433	P & O S - Beaumont Gdns/BP										

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Annual Budget - By Centre (Actual YTD Month 4)
Note: DRAFT BUDGET FOR 2024/2025 FINANCIAL YEAR

23/24 Budget		24/25 Budget						25/26 Budget			
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4101		0	32	0	0	0	0	0	0	0	0
4840		0	568	0	0	0	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 4)

Note: DRAFT BUDGET FOR 2024/2025 FINANCIAL YEAR

	<u>23/24 Budget</u>		Brought Forward	Net Virement	<u>24/25 Budget</u>				<u>25/26 Budget</u>		
	Budget	Actual			Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
<u>440</u>											
Movement to/(from) Gen Reserve	0	(7,159)			0		0	0	0		
<u>Pte Estates - Farnndon Rd The I</u>											
4840 Depreciation	0	402	0	0	0	0	0	0	0	0	0
Overhead Expenditure	0	402	0	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	0	(402)			0		0	0	0		
<u>442</u>											
<u>Pte Estates - Newbury Rd Estat</u>											
4840 Depreciation	0	1,783	0	0	0	0	0	0	0	0	0
Overhead Expenditure	0	1,783	0	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	0	(1,783)			0		0	0	0		
<u>450</u>											
<u>Pte Estates - Barnby Rd Comm P</u>											
4840 Depreciation	0	2,838	0	0	0	0	0	0	0	0	0
Overhead Expenditure	0	2,838	0	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	0	(2,838)			0		0	0	0		
<u>453</u>											
<u>Beastmarket Hill</u>											
4840 Depreciation	0	676	0	0	0	0	0	0	0	0	0
Overhead Expenditure	0	676	0	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	0	(676)			0		0	0	0		
<u>500</u>											
<u>Museum</u>											

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Annual Budget - By Centre (Actual YTD Month 4)

Note: DRAFT BUDGET FOR 2024/2025 FINANCIAL YEAR

	<u>23/24 Budget</u>		Brought Forward	Net Virement	<u>24/25 Budget</u>			Total	Actual YTD	<u>25/26 Budget</u>		
	Budget	Actual			Agreed	EMR	Agreed			Agreed	EMR	Carried Forward
1770 Income-Museum	0	429	0	0	0	0	0	0	135	0	0	0
Total Income	0	429	0	0	0	0	0	0	135	0	0	0
4125 Marketing and Promotions	2,000	0	0	0	2,000	0	2,000	2,000	0	0	0	0
4129 Insurance	6,225	5,528	0	0	5,900	0	5,900	5,900	0	0	0	0
4770 Museum Revenue	0	841	0	0	0	0	0	0	0	0	0	0
4776 Museum Collection Repairs	5,000	40	0	0	4,000	0	4,000	4,000	0	0	0	0
4900 Payroll Gross	24,000	7,777	0	0	24,000	0	24,000	24,000	2,294	0	0	0
4901 Employers NI	2,385	0	0	0	2,000	0	2,000	2,000	0	0	0	0
4902 Employer Pension	3,966	102	0	0	4,500	0	4,500	4,500	22	0	0	0
Overhead Expenditure	43,576	14,289	0	0	42,400	0	42,400	42,400	2,316	0	0	0
Movement to/(from) Gen Reserve	(43,576)	(13,860)			(42,400)			(42,400)	(2,180)			
501 Leisure												
4840 Depreciation	0	612,168	0	0	0	0	0	0	0	0	0	0
Overhead Expenditure	0	612,168	0	0	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	0	(612,168)			0			0	0			
601 Capital Charges												
897 Deferred Grants Released	0	719	0	0	0	0	0	0	0	0	0	0
901 Land & Buildings	0	291,263	0	0	0	0	0	0	0	0	0	0
921 Vehicles & Equipment	0	622,610	0	0	0	0	0	0	0	0	0	0
941 Infrastructure Assets	0	29,321	0	0	0	0	0	0	0	0	0	0
961 Community Assets	0	5,152	0	0	0	0	0	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 4)

Note: DRAFT BUDGET FOR 2024/2025 FINANCIAL YEAR

23/24 Budget			24/25 Budget						25/26 Budget		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
5040	Depreciation Reversal	0	-948,346	0	0	0	0	0	0	0	0
5041	Capital Charges Income	0	-948,346	0	0	0	0	0	0	0	0
	Overhead Expenditure	0	-947,627	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	947,627		0		0	0	0		
<u>701 Central Costs-Staff Contingen</u>											
1900	Precept Received	1,093,358	1,093,359	0	0	1,227,058	0	1,227,058	613,529	0	0
	Total Income	1,093,358	1,093,359	0	0	1,227,058	0	1,227,058	613,529	0	0
4129	Insurance	0	0	0	0	0	0	0	0	0	0
4801	PWLB - Interest	33,000	33,166	0	0	33,166	0	33,166	16,238	0	0
4802	PWLB - Premium	33,000	33,116	0	0	33,116	0	33,116	16,902	0	0
4901	Employers NI	9,352	0	0	0	0	0	0	0	0	0
4902	Employer Pension	14,860	5,530	0	0	0	0	0	0	0	0
4903	Pension Top Up	0	11,400	0	0	11,400	0	11,400	2,950	0	0
4906	Recharges	0	4,955	0	0	0	0	0	0	0	0
	Overhead Expenditure	90,212	88,167	0	0	77,682	0	77,682	65,681	0	0
	Movement to/(from) Gen Reserve	1,003,146	1,005,192			1,149,376		1,149,376	547,848	0	
<u>801 Doris Bainbridge I & E</u>											
1870	Income-Interest Received	0	2,988	0	0	500	0	500	0	0	0
	Total Income	0	2,988	0	0	500	0	500	0	0	0
4136	CCLA Fees	0	403	0	0	0	0	0	0	0	0

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Newark Town Council

Annual Budget - By Centre (Actual YTD Month 4)

Note: DRAFT BUDGET FOR 2024/2025 FINANCIAL YEAR

	<u>23/24 Budget</u>		Brought Forward	Net Virement	<u>24/25 Budget</u>			Total	Actual YTD	<u>25/26 Budget</u>		
	Budget	Actual			Agreed	EMR	EMR			Agreed	EMR	Carried Forward
Overhead Expenditure	0	403		0	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	0	2,585			500			500	0	0		
901												
Mayors Charity												
1000 Mayors Charity	0	-2,929		0	0	0	0	0	0	0	0	0
Total Income	0	-2,929		0	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	0	(2,929)			0			0	0	0		
Total Budget Income	2,068,482	2,038,836		0	2,053,623	0	0	2,053,623	1,228,038	0	0	0
Expenditure	2,071,222	2,140,861		0	2,043,336	0	0	2,043,336	451,717	0	0	0
Movement to/(from) Gen Reserve	(2,740)	(102,025)			10,287			10,287	776,321	0		

FINANCE AND GENERAL PURPOSES

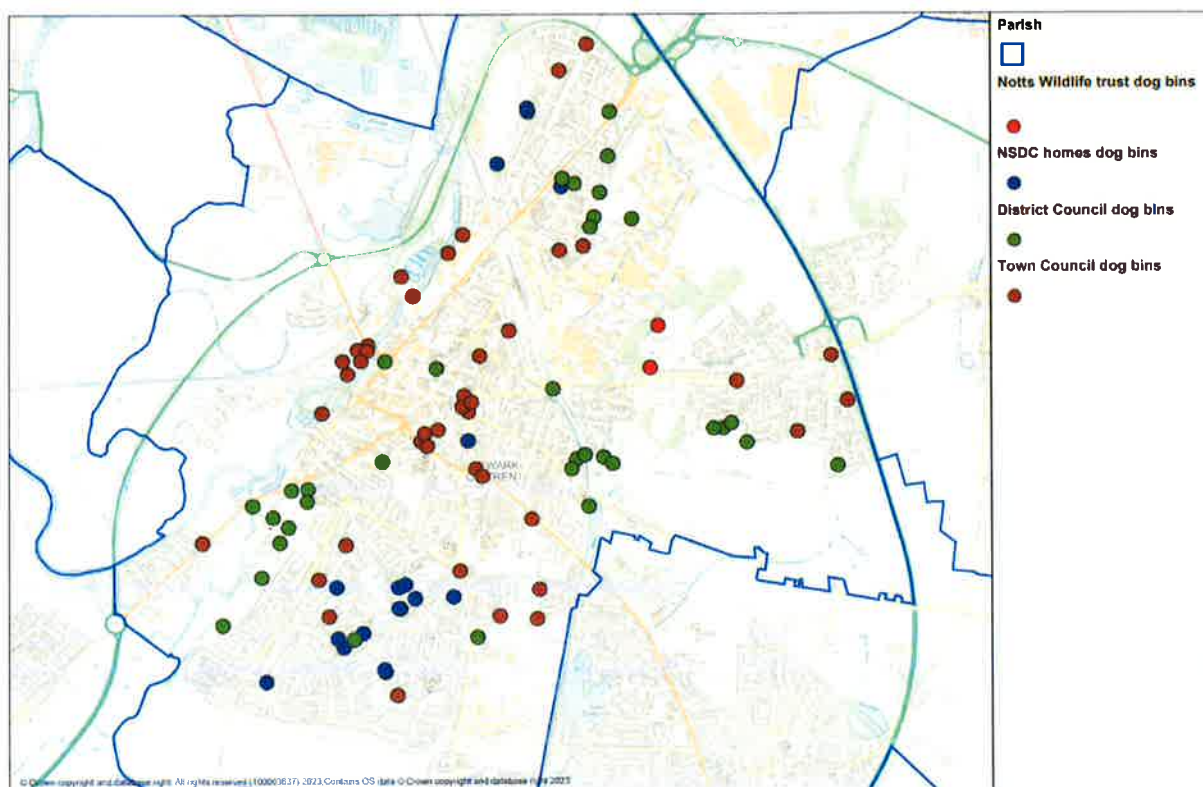
SUBJECT:	Dog Waste Bins
REPORT BY:	Matthew Gleadell

1. Recommendations

- 1.1 That members determine if they wish to provide more dog bins in Newark in response to regular requests for new bins to be provided.

2. Background

- 2.1 Newark Town Council is responsible for a number of Dog Waste bins across Newark.
- 2.2 Dog Waste Bins are also provided by Newark and Sherwood District Council and Newark & Sherwood Housing department.
- 2.3 The map below shows the distribution of existing dog waste bins.



- 2.4 New bins cost approximately £400.00 for supply and install and £2.00 per week per bin for a weekly emptying of the bin.
- 2.5 It is likely that on every street in Newark there will be a dog owner who would welcome a bin conveniently located close to their home. It is however not practical or in any way financially viable to provide a bin on every street.
- 2.6 Dog walkers should have no difficulty in collecting their dog waste and depositing it in a bin should they pass one on their walk or take the waste home with them.

- 2.7 I often accompany my daughter during a walk with her dog. Very often we visit nearby woodland where there are no dog bins at all. She picks up the waste, puts it in her pocket and takes it home with her. It seems entirely reasonable that a dog walker whose walk route does not pass a dog bin should do the same.
- 2.8 It is appreciated that some dog walkers may be uncomfortable with having bagged dog waste in their pocket. A small plastic container to place the waste in before going into the dog walkers pocket may help or containers that can be clipped to the dog lead are also available.
- 2.9 Where new green spaces are created as areas that will attract dog walkers then clearly the provision of a dog bin is important. There are likely to be many areas of this nature created in the Middlebeck development and the Town Council can request new bins as part of comments made in response to planning applications or help to provide new ones in these areas.
- 2.10 Generally, those that do not clean up after their dogs are unlikely to do so regardless of the number of bins publicly available. It is also now common for dog walkers to bag their waste but then hang the waste from a tree or a hedge instead of returning home with it or taking it to a bin.
- 2.11 A resident recently contacted the local MP whose office then contacted the Clerk. The resident had mistakenly been informed that a new bin was going to be placed outside their house. Understandably they did not want a bin near their home for fear of unwelcome smells that may develop.
- 2.12 The Town Council will replace and repair bins that become damaged or become beyond repair however new bins have not been provided for some years.
- 2.13 Enforcement against dog fouling is a function outside of the remit of the Town Council and one that falls to the District Council.
- 2.14 It will be helpful for officers to have an up-to-date position resolved by the Council that can be specified in any response to requests for new bins received.

Presently when faced with a request the enquirer is provided with the map shown in the report, they are informed that there are no current plans or budgets to provide more bins and encouraged to consider means for taking their waste home if their walk route does not pass a dog bin.

3.0 Financial, Legal, Equality, Environmental & Risk Issues

- 3.1 **Financial** – No specific budget is available in the current financial year. Capital reserves would therefore be required to fund any new bins in the current financial year.

Equality – If new bins are provided, careful thought is needed to determine which requests for new ones are followed up and which are rejected. There are so many factors involved in potential locations for new bins that a functional definitive policy is challenging to create.

Legal – Locations for new bins have to be carefully considered and assessed for highway and pedestrian safety. A residents preferred location may not always be possible. As detailed above not everyone may welcome the proposed bin.

FINANCE AND GENERAL PURPOSES

SUBJECT:	Land at Cedar Avenue – Acquisition Review
REPORT BY:	Matthew Gleadell

1. Recommendations

- 1.1 That members review their position in relation to a previously resolved decision to buy land at Cedar Avenue for the sum of £45,000.

2. Background

- 2.1 In December 2021 the Town Council approved the purchase of land at Cedar Avenue from the Gilstrap Trust.
- 2.2 The land is shown edged red on the plan below.



- 2.3 The disposal and sale of the land by the Gilstrap Trust has always required consent from the Charity Commission. To date that consent has not been forthcoming but has been requested on more than one occasion.
- 2.4 Members are asked if they still wish to acquire the land if and when Charity Commission consent is received.
- 2.5 The passage of time since 2021 is such that a new valuation may be required by the Charity. This is something that the Clerk to the Trustees has indicated may be