Newark
TOWN COUNCIL

FINANCE & GENERAL PURPOSES COMMITTEE

WEDNESDAY 22ND JULY 2026

Thursday 16th July 2026

Dear Councillor

You are summonsed to attend a Meeting of the Finance & General Purposes Committee at **7.00pm** on Wednesday 22nd July 2026. 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**	**Bar Area**
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 **– Vice-Chairman**
Cllr E Cropper
Cllr S Crosby **- Chairman**
Cllr S Dickinson
Cllr L Geary
Cllr J Kellas
Cllr D Ledger
Cllr V Macdonald
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 MEETING

A G E N D A

WEDNESDAY 22ND JULY 2026

1	**Apologies for Absence**		
2	**Minutes of the Finance & General Purposes Committee held on Wednesday 17th June 2026**	**Minutes Attached**	**Page 5**
3	**Declarations of Interest from Members** *Relevant Legislation: Localism Act 2011 s31*	**Verbal**	
4	**Payment Schedule 3/27**	**Report Attached**	**Page 11**
5	**Risk Register Review**	**Report Attached**	**Page 19**
6	**Internal Audit 25/26**	**Report Attached**	**Page 27**
7	**Newark Cemetery Chapel – Repair Works**	**Report Attached**	**Page 41**
8	**Political Balance**	**Report Attached**	**Page 43**
9	**Cemetery Development Working Group Membership**	**Report Attached**	**Page 45**
10	**Quarter 1 Budget Review 26/27**	**Report Attached**	**Page 47**
	Separate Document:		
11	**Exclusion of Press and Public** *Public Bodies (Admissions to Meetings) act 1960 s1(2)*	**Report Attached**	**Page 79**
12	**Appendix 1 to Agenda Item 7**	**Report Attached**	**Page 81**

Newark TOWN COUNCIL

Agenda Item No: 2 **Committee Date: Wednesday 22nd July 2026**

FINANCE & GENERAL PURPOSES COMMITTEE MINUTES

Minutes of the Meeting of the Finance & General Purposes Committee held on Wednesday 17th June 2026, at 7.00 pm, in the Council Chamber, at the Town Hall.

Membership Present:	**Councillor**	S Crosby (Chairman) (Late)
	Councillors	I Brown (Ap) D Campbell T Collier B Corrigan (Vice-Chairman) E Cropper S Dickinson (Ap) L Geary J Kellas (Late) D Ledger (Ap) D Moore G Rix N Ross L Roulstone (Ap) M Skinner M Spoors P Taylor
Apologies for Absence:	**Councillors**	I Brown, S Dickinson, D Ledger, L Roulstone
Officers Present:	**Town Clerk**	Matthew Gleadell
Venue:	Council Chamber, Newark Town Hall	

In the absence of the Chairman, the Vice-Chairman took the Chair for the meeting.

FGP001/26/27 Apologies for Absence

Apologies were received from Cllrs I Brown, S Dickinson, D Ledger, L Roulstone

FGP002/26/27 Minutes of the Finance & General Purposes Committee held on Wednesday, 15th April 2026

The Minutes (as above) were **AGREED** and **APPROVED** unanimously as a true and accurate record.

FGP003/26/27 Declarations of Interest

Cllr M Skinner declared a pecuniary interest in Agenda Item 12 as BT is his employer.

FGP004/26/27 Payment Schedules 11/26, 12/26, 1/27 and 2/27

There was one query from a member regarding a payment to Woodmore and Co, otherwise the schedules were **RECEIVED** and **NOTED.**

FGP005/26/27 Annual Governance and Accountability Return

Members pointed out some small errors in the year end accounts which the Town Clerk agreed to have rectified.

Members reviewed Section 1 and Section 2 of the AGAR.

It was **AGREED** to adopt the year end accounts, subject to the minor changes discussed, and it was **RESOLVED** to **ADOPT** and **APPROVE** Section 1 and Section 2 of the Annual Governance and Accountability Return.

FGP006/26/27 NOTALC Membership

Based on the advice from the Town Clerk and the recommendation in his report it was **AGREED NOT** to renew the NOTALC Membership for 2026/27; however Members indicated that they were keen for the new council (following elections in 2027) to be informed of the services of NOTALC which may be more beneficial to the new council.

FGP007/26/27 Community Grant Applications

Cllrs M Skinner and D Campbell declared a non pecuniary interest in the application from Newark Town Football Club.

Members **APPROVED** all three of the applications received, as follows:

1. My Sight Newark - a grant of £250.00 towards the purchase of an outside cabinet to house a defibrillator which the group has already purchased.

2. Newark Town Football Club - a grant of £500.00 to help pay for the cost of pitch hire, accommodation and travelling for guests from Emmendingen to take part in a football match at the YMCA Newark & Sherwood Activity Village.

3. The Palace Singers - a grant for Free Use of the Ballroom on Tuesday 8th December 2026 at a cost of £500.00.

FGP008/26/27 Appointment of Representatives to Outside Bodies

The Appointment of Representatives to Outside Bodies as shown at Appendix 1 was **AGREED.**

Most appointments were agreed en bloc with the exception of those shown in in **RED.**

W E Knight Education Trust and Newark in Bloom representatives will need to be appointed at a future meeting this year; the others are to be contacted for the reason indicated at Appendix 1.

FGP009/26/27 Cemetery Development Working Group appointment for 26/27 Civic Year

Members **AGREED** that in order to be certain as to the involvement of Cllr D Ledger with this group, that the item be deferred to the next meeting.

FGP010/26/27 Tolney Lane Play Area

After consideration of the report members **AGREED** that the play area at Tolney lane should be removed due to the safety challenges identified, albeit suitable communications should be released publicly prior to the play areas removal.

FGP011/26/27 Invoice Payment Request from Supplier

Members discussed the payment request.

Views as to the outcome of this item were divided.

Following a vote the decision was resolved by way of the Chairman's casting vote and it was **AGREED** that payment should not be made to the supplier based on the facts of the situation.

FGP012/26/27 Newark Market Place Phone Boxes

Members fully supported the adoption of the phone boxes in Newark Market Place and **NOTED** the intent for them to be refurbished as part of the market place development works.

FGP013/26/27 Safeguarding Policy

Members considered the draft safeguarding policy at length. A number of questions were raised, in particular concerns were noted regarding some of the wording, which members were of the view needed some further development and amendment to avoid any ambiguity going forward.

it was therefore **AGREED** that a policy should be adopted, but that changes to the draft needed to be made and brought back to a future meeting.

FGP014/26/27 **Tolney Lane Fencing**

After consideration of the quotes received, Members requested that further quotes to be obtained for the desired fencing and that the matter to be brought back to a future meeting.

FGP015/26/27 **Notice of Motion**

Following discussion and debate it was resolved that a review of the remit for the personnel committee will be undertaken.

FGP016/26/27 **Exclusion of Press and Public**

It was **AGREED** that under the Public Bodies (Admission to Meetings) Act 1960 (as extended by Section 100 of the Local Government Act 1972) the press and public be excluded from the remainder of the meeting on the grounds that the Committee's remaining business involves the likely disclosure of exempt information as defined in the Local Government (Access to Information) (Variation) Order 2006, and the public interest in disclosing the information.

FGP017/26/27 **Appendix 1 to Agenda Item 14**

Quotes relating to agenda item 14 were duly considered with the decision relating to this item detailed earlier in these minutes.

It was noted that Cllrs J Kellas and S Crosby were in attendance but arrived late.

Meeting Closed:	**8.45 pm**	**Next Meeting:**	**Wednesday 15th July 2026**

APPENDIX 1

REPRESENTATION ON OUTSIDE BODIES
RESOLVED AT FGP 17th JUNE 2026

OUTSIDE BODY	PREVIOUS/CURRENT TOWN COUNCIL REPRESENTATION	TERM OF OFFICE
East Midlands Museum Service	Town Clerk	Civic Year
Hospital of St Leonard of Newark	Town Mayor – ex officio Cllr B Corrigan Cllr N Ross	 4-year term to 2027 4-year term to 2027
Lilley & Stone School Charities	Town Mayor – ex officio Cllr D Campbell Cllr L Geary	 4 year term to 2027 4 year term to 2027
Magnus Educational Foundation	Town Mayor – ex officio Cllr D Moore Cllr L Geary	 4 year term to 2027 4-year term to 2027
W E Knight Education Trust	Cllr L Geary **Cllr B Corrigan** **Cllr T Collier**	3 year term to 2028 **3 year term to 2026** **3 year term to 2026**
Newark Allotments & Gardens Assn	Cllr D Campbell	Civic Year

Newark in Bloom	**Vacancy**	Civic Year
Newark Civic Trust Awards	Town Mayor	Civic Year
Newark Healthcare Consultative Group	Cllr I Brown	Civic Year
Newark Heritage Forum	Cllr D Moore	Civic Year
Newark Mind / Mental Health Organisations **Mind to be contacted to see if a representative is still required**	**Cllr D Moore – to carry on if required**	Civic Year
Newark Municipal Charities **Still ongoing – no contact has been received from representatives – to be contacted**	**Cllr D Campbell** **Cllr S Crosby**	4 year term to 2027 4 year term to 2027
Friends of Newark Cemetery	Cllr S Crosby **Cllr B Corrigan – New Appointment**	Civic Year Civic Year
Newark & Sherwood CVS **N&S CVS to be contacted to see if a representative is still required**	**Cllr L Geary – to carry on if required**	Civic Year

Agenda Item No: 4 **Committee Date: Wednesday 22nd July 2026**

FINANCE & GENERAL PURPOSES COMMITTEE

SUBJECT:	**MONTHLY PAYMENT SCHEDULE 3/27**
REPORT BY:	**MATTHEW GLEADELL (TOWN CLERK)**

1. Recommendations

1.1 Members note the payment schedule 3/27.

2. Background

2.1 Payment Schedule 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 3/27 1.6.26

Voucher Number	Payee	Budget	Amount
5668	Bridebook	Event Marketing & Promotions	358.80
5669 - 79a	BT	Telephones	1947.78
5680	Epos Now	Event Marketing & Promotions	100.80
5681 - 82	Gas Direct	Bar & Catering Equipment	15.37
5683	HCP Capital	Mayoral Car	288.28
5684	Natwest Credit cards - MG	Subscriptions	60.00
5684	Natwest Credit cards - MG	Market Maintenance & Equipment	147.45
5684	Natwest Credit cards - MG	Computers & Software	19.97
5685	Natwest Credit cards - AL	Riverside Park	346.55
5685	Natwest Credit cards - AL	Market Marketing & Promotions	110.09
5685	Natwest Credit cards - AL	Market Maintenance & Equipment	1057.81
5685	Natwest Credit cards - AL	Museum Marketing & Promotions	35.00
5685	Natwest Credit cards - AL	Mayors Sunday	258.00
5685	Natwest Credit cards - AL	Twinning	11.25
5685	Natwest Credit cards - AL	Subscriptions	21.00
5685	Natwest Credit cards - AL	Printing & Stationary	5.00
5686	Newark & Sherwood District Council	Rates - Town Hall	2033.00
5686	Newark & Sherwood District Council	Rates - Market Place	2574.00
5686	Newark & Sherwood District Council	Rates - Cemetery Lodge	939.00
5687	Nurture	Event Marketing & Promotions	150.00
5688	Severn Trent	Sewerage & Water	1028.38
5689 - 5712	Worldpay	Bank Charges	257.93
		Total	**11765.46**

AUTOPAY
ACCOUNTS FOR PAYMENT SCHEDULE 3/27 1.6.26

Voucher Number	Payee	Budget	Amount
5576	ADT	TH Maintenance & Equipment	856.78
5577 - 80	Air IT	Computers & Software	2997.52
5581	Allstar	Vehicle Running Costs	265.12
5582	AO Cumbernauld	Payroll	17586.86
5583	Aquaid	Refreshments	48.65
5584	Atkins, A.M.	PC Repairs & Maintenance	6.25
5585	Brown, M	Subsistence, Travel/Vehicles	26.60
5586	Canon	Printing & Stationary	7.03
5587	Circo Rum Ba Ba	P & O/S Riverside Park	900.00
5588	Circo Rum Ba Ba	Markets - Marketing & Promotions	1740.00
5589	Cope	Occupational Health	20.40
5590 - 91	DCK Accounting	Consultancy & Professional	1571.87
5592	Dinomania	Markets - Marketing & Promotions	2070.00
5593	EE	Telephones	195.30
5594	Equals Money	Equals Money	500.00
5595 - 98	Everflow	Sewage & Water	1600.34
5599	Face Art by Petra	P & O/S - Riverside Park	250.00
5600	Freedom Fire & Security	Cemetery Upkeep	96.00
5601	Gills Memorials	Plinths / Memorials	1386.00
5602	Hempsall, J	Postage	4.25
5603	HF Supplies Ltd	PC Materials inc Cleaning	313.95
5604	Hitched	Event Marketing & Promotions	246.20
5605	ICCM	Subscriptions	110.00
5606 - 07	Iliffe Media	Markets - Marketing & Promotions	563.43
5608	K Barrett Chef	Event Catering	530.00
5609	Lincs Fire & Rescue Concert Band	Brass Explosion	500.00
5610	Lite	Christmas Lights Display	6375.00
5611 - 12	MEC Recycling	Cemetery Upkeep	60.00
5613	Mercian Regiment Benevolent Charity	Mayors Allowance	20.00
5614	MFE	Cemetery Upkeep	216.00
5615	MFE	PC Repairs & Maintenance	3782.40
5616	Mole Country Stores	Cemetery Upkeep	63.92
5617	Newark & Sherwood Concert Bands	Sunday Bands	300.00
5618	Newark & Sherwood District Council	TH Maintenance & Equipment	102.00
5619	Newark & Sherwood District Council	Newark creates	3455.86
5620	Newark & Sherwood Locksmiths	Allotment Maintenance	432.00
5621	Newark Security Services Ltd	P & O/S Security	1032.00
5622	NTC Account	Payroll	51142.96

5623	Notts Inspired	Newark On Sea	300.00
5624	Notts LGPEN	Payroll	13565.25
5625	Office Friends	Office Equipment	687.60
5626 - 28	Office Friends	Printing & Stationary	122.12
5629	Orona	TH Maintenance & Equipment	2053.90
5630	PAS	Consultancy & Professional	240.00
5631	Plugtest	TH Maintenance & Equipment	72.00
5632	Radio Newark	Sunday Bands	312.00
5633	SA Plumbing	Allotment Maintenance	58.45
5634	Screwfix	Cemetery Equipment, Tools & Materials	35.63
5635	Screwfix	PC Repairs & Maintenance	16.56
5636 - 37	Screwfix	Uniform / PPE	57.98
5638	Screwfix	Cemetery Upkeep	25.98
5639	Second Element	TH Maintenance & Equipment	420.00
5640	Second Element	Sherwood Avenue Park	177.60
5641	Security 2	Mayors security	100.80
5641	Security 2	Events Booking Costs	163.80
5641	Security 2	P & O/S - Riverside Park	280.80
5642	Shredall	TH Maintenance & Equipment	190.80
5643	SLCC	Subscriptions	505.00
5644	TC Harrison	Vehicle Running Costs	513.47
5645	T. O'Brien	Plinths & Memorials	50.00
5646	The Crumbly Bun	Mayor Making	100.00
5647	Total Energies	P & O/S Electricity	656.81
5648	Total Energies	TH Gas	2015.38
5649	Total Energies	TH Electricity	1619.15
5650 - 53	Total Energies	Market Electricity	474.51
5654 - 56	Total Energies	Cemetery Electricity	273.78
5657 - 58	Total Energies	Buttermarket Electricity	164.71
5659 - 5660	Total Energies	PC Electricity	1334.08
5561	Ultimate Print	Sunday Bands	38.40
5562	Via East Midlands	Armed Forces Day	495.00
5563	Virgin Media Business	Telephones	267.24
5564	Walters	TH Maintenance & Equipment	190.80
5665	Watch It Security	Cemetery Upkeep	1152.21
5666	Wicksteed	Riverside Park Maintenance	350.28
5667	Wordprint	Printing & Stationary	156.00
		Total	**130612.78**

Grand Total £ 142,378.24

Month 3 - 1/6/26 - 30/6/26

Created date (UTC)	Description	Name	Total debited
01/06/2026 07:28	Morrisons	John Green	£1.60
02/06/2026 10:01	Boyes	John Green	£1.45
10/06/2026 08:47	Boyes	John Green	£8.70
11/06/2026 10:17	Asda	John Green	£3.15
17/06/2026 07:20	Morrisons	John Green	£4.85
18/06/2026 09:10	POST OFFICE COUNTER	John Green	£1.80
23/06/2026 10:38	Boyes	John Green	£6.50
24/06/2026 11:36	Boyes	John Green	£11.45
24/06/2026 11:43	YTC NEWARK	John Green	£4.99
26/06/2026 12:26	Morrisons	John Green	£1.65
29/06/2026 10:53	Boyes	John Green	£6.20
29/06/2026 11:07	Asda	John Green	£3.40
		Total	**£55.74**
02/06/2026 09:04	Lidl	Peter Gadd	£23.59
04/06/2026 07:19	ASDA PETROL 5076	Peter Gadd	£56.82
08/06/2026 08:19	HALFORDS 0433	Peter Gadd	£21.99
15/06/2026 09:12	Boyes	Peter Gadd	£28.00
18/06/2026 12:47	Amazon	Peter Gadd	£18.78
19/06/2026 04:24	Amazon	Peter Gadd	£4.50
19/06/2026 04:24	Amazon	Peter Gadd	£24.55
19/06/2026 04:24	Amazon	Peter Gadd	£13.44
19/06/2026 04:31	Amazon	Peter Gadd	£14.99
19/06/2026 10:03	Lidl	Peter Gadd	£48.57
26/06/2026 12:10	LOCKING WHEEL NUT RE 0	Peter Gadd	£100.00
		Total	**£355.23**
02/06/2026 10:59	Morrisons	Peter Tomlinson	£53.63
09/06/2026 12:47	Boyes	Peter Tomlinson	£3.99
24/06/2026 11:07	Morrisons	Peter Tomlinson	£19.00
24/06/2026 11:09	Morrisons	Peter Tomlinson	£47.25
26/06/2026 11:18	Morrisons	Peter Tomlinson	£11.82
26/06/2026 14:56	MFG COW LANE	Peter Tomlinson	£5.00
26/06/2026 17:06	McDonald's	Peter Tomlinson	£8.59
		Total	**£149.28**
21/06/2026 23:58	Facebook	Victoria Penarski	£47.00
25/06/2026 18:42	Facebook	Victoria Penarski	£47.00
05/06/2026 09:06	Spotify	Victoria Penarski	£12.99
07/06/2026 09:36	Spotify	Victoria Penarski	£12.99
13/06/2026 05:42	Facebook	Victoria Penarski	£47.00
16/06/2026 12:40	THE WORKS	Victoria Penarski	£5.50
18/06/2026 22:35	Facebook	Victoria Penarski	£47.00
19/06/2026 07:00	Apple / iTunes	Victoria Penarski	£9.99
		Total	**£229.47**

Agenda Item No: 5 **Committee Date: Wednesday 22nd July 2026**

FINANCE & GENERAL PURPOSES COMMITTEE

SUBJECT:	**Risk Register Review**
REPORT BY:	**Matthew Gleadell**

1. Recommendations

1.1 That members note and adopt the updated risk register and schedule of review attached as Appendix 1 and Appendix 2 respectively.

2. Background

2.1 The Council is required to review and assess its risks. This is a key part of the Practitioners Guide which sets out the expected governance standards of local councils upon which we are assessed and audited annually.

2.2 Whilst there is daily dynamic risk assessment and management from officers, and individual risks assessed for different issues that arise through the year, the attached risk register (Appendix 1) and schedule of review (Appendix 2) documents represent the high level risk register and associated mitigation actions which are subject to annual review.

2.3 The attached Appendix 2 details the changes made for 26/27 in response to the review.

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

All relevant matters contained in the report and attached appendices.

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

Appendix 1

Name	Description	Category	Current Impact	Current Likelihood	Current Risk Score	Target Impact	Target Likelihood	Target Risk Score	Assurance Status	Direction of Travel	Control Type	Existing / New and Developing	Risk Owner	Notes
Medium Term Financial Deficit Forecasts	Financial forecasts for 27/28 and show financial deficits.	Risk	4 - Critical	4 - Certain	16	1 - Negligible	2 - Possible	2	Limited	Improving			Members, Clerk and RFO	
Precept	Increase to Precept in 26/27 financial year	Control									Measured	Existing		Political pressures towards not increasing Precept.
New revenue streams.	Town Hall Hospitality	Control									Measured	Existing		Each project is a risk in itself.
Service Charge Increases	General application of increases in fees charged for Council services.	Control									Measured	Existing		Cemetery and allotment charges increased .
Budget Monitoring and Control	Budget reviews and monitoring	Control									Unmeasured	Existing		Routine monitoring but lots of unforeseen costs arising.
Government Lobbying	Sector lobbying for government financial support as necessary.	Control									Unmeasured	Existing		Sector wide challenge.
Investments	Review of investments.	Control									Unmeasured	New/ Developing		Capitalisation of revenue restricting certain options. Difficult fiscal conditions impacting returns.
Housing Growth	Lack of housing growth over the coming years has potential to cause long term revenue funding shortfalls.	Issue												To be monitored.
Workforce Sustainability / resilience to prolonged absence	Following a long period of a static workforce with no new staff being employed or staff leaving or retiring the Council is now in a period of regular retirements and changes. This is a difficult period for managing the transition which over 5 years from 2022 to 2027 will likely see all admin staff present in 2022 fully replaced.	Risk	2 - Minor	4 - Certain	8	2 - Minor	2 - Possible	4	High	Improving			Personnel Committee and Town Clerk	
Recruitment	No present recruitment but further expected retirements will force further recruitment.	Control									Unmeasured	Existing		Personnel kept informed of likely personnel changes.
Senior Management Review	Ongoing reviews and assessments and reports to Personnel.	Control									Unmeasured	Existing		Ongoing reaction to evolving projects.
Health and Safety	Implementing and updating H&S procedures and processes across the Council following a long period of serious omissions in key areas.	Risk	2 - Minor	4 - Certain	8	1 - Negligible	4 - Certain	4	Substantial	Improving			H&S Consultant, Operations Manager and Town Clerk	Support for fasttracking development and implementation of safety structures commissioned in 2023. Significant progress. Consultant has been excellent and retained.
Qualifications	Continued investment in training has increased the knowoeldge of staff and the workforce.	Control									Unmeasured	Existing		Staff with awareness has helped to identify and address many issues.

Consultancy	Continued appointment of consultant to provide extra resource is invaluable.	Control									Measured	Existing		Very good appointment. Consultant has been excellent.
Delivery	Wide evidence of base of implementation of new controls, systems, processes with audit trails.	Control									Measured	Existing		Refer to body of evidence for further information.
Financial Controls and Governance	Embedding new structures and procedures following a long period of questionable processes.	Risk	2 - Minor	4 - Certain	**8**	1 - Negligible	4 - Certain	**4**	Substantial	Improving			Town Clerk/RFO, Accountants, FGP Committee, Auditor	
Audit	New internal auditor appointed in 2026.	Control									Measured	Existing		New auditor needed ideally in 2029.
Ongoing control systems.	Periodic documented checks.	Control									Measured	Existing		Auditor has praised systems.
External Accountants	Introduced in 2023 to provide an additional resource and extra set of eyes.	Control									Unmeasured	Existing		Very helpful to have accountants involved and ongoing assistance is invaluable.
Improved Accounting Practices	Since 2022 new Clerk, Accountants and Auditors driving forward improved systems.	Control									Unmeasured	Existing		Systems under constant review.
Finance Officer	New officer from end of April 2025. Accountancy qualification secured in last year and further studying now underway.	Control									Unmeasured	Existing		Excellent officer.
New Risk Management Template (Year 3)	Auditor initiated new risk register process.	Control									Measured	Existing		Now in 3rd year of use.
Global Events and Economic Conditions	Pandemics, Inflation, global conflicts, cost of living and volatile conditions threat to financial planning.	Risk	3 - Major	4 - Certain	**12**	3 - Major	4 - Certain	**12**	Low	Static			Clerk and Members	Difficult to plan for. Holding reserve funds is critical.
Reserves	Holding reserves to help overcome unforseeen issues.	Control									Measured			Asset maintenance continues to use up reserves.
Officer Awareness	Officers staying in touch.	Control									Unmeasured			Trying to stay ahead, and be prepared.
Workforce Mental Health and Well Being	Difficult financial challenges, significant workforce changes, high workloads, large projects, public unrest leading to staff burnout and stress related issues. Event challenges.	Risk	4 - Critical	4 - Certain	**16**	2 - Minor	2 - Possible	**4**	Limited	Improving			Clerk, Personnel Committee, HR	Providing resoure to ensure staff avoid burnout.
Support	Support availablity highlighted to staff.	Control									Unmeasured	Existing		
Suitable Staffing Levels	Ensuring there are suffiicent numbers of staff to deliver all services.	Control									Unmeasured	Existing		
HR	HR and Occ Health support.	Control									Unmeasured	Existing		
Qualifications	Staff access to online training and support.	Control									Unmeasured	Existing		
Staff 1 2 1 Meetings.	Staff meetings providing chance for staff to raise concerns.	Control									Unmeasured	Existing		

Member Behaviour	Poor member behaviour can add to stress and feelings of intimidation. Politcal in fighting can leave officers caught in the crossfire. LGR will heighten this.	Issue									Unmeasured			Code of Conduct Enforement is Weak / Politics Unavoidable
Cemetery Capacity	Reducing cemetery capacity forcing need to consider future burial provision.	Risk	3 - Major	4 - Certain	12	1 - Negligible	2 - Possible	2	Limited	Deteriorating			Cemetery Working Group, Clerk	
Working Group	Plans have evolved and developed. New site being investigated.	Control									Unmeasured	Existing		Potentially very big project.
Asset Maintenance Backlog / Investment Requirements	Key assets requiring investment, repairs and upgrades.	Risk	3 - Major	4 - Certain	12	1 - Negligible	2 - Possible	2	Substantial	Improving			Ops Manager, Clerk, Members	Issues identified. Work being progressed.
Play Areas	Ongoing efforts to secure funding and improve all sites.	Control									Unmeasured	Existing		Ongoing upgrade plans.
New Ops Manatger	New Ops Manager very good and addressing various work.	Control									Unmeasured	New/Developing		Cost in addressing maintenance,
Future Maintenance Plan	New Ops Manager hoping to get into this work.	Control									Unmeasured	Existing		Schedule recently submitted to members.
Cemetery and Chapel	Huge costs but work being progressed.	Control									Unmeasured	New/Developing		Costs a big concern
Market Viability and Management	Current and future viability of the market and cost of delivery.	Risk	3 - Major	4 - Certain	12	2 - Minor	2 - Possible	4	Limited	Deteriorating			Market Manager, Clerk, FGP Committee	Recently reviewed. Wider town fund investment a large factor.
Plans for period of disruption.	Plans in place to suport market during disruption.	Control									Unmeasured	New/Developing		Level of uncertainty as not tried and tested.
Capital Investment Tensions	Various tensions on project. Future deivery uncertain.	Issue												Uncertainty.
Member Overload	A turbulent period with mutiple issues, projects, challenges leading to member overload in turn compromising effective governance.	Risk	3 - Major	2 - Possible	6	2 - Minor	2 - Possible	4	Limited	Static			Clerk and Members	Structure and distribution of roles is important.
Meeting Schedule	Meeting schedule enhanced to provide scheduled meetings for all working groups and sub committees.										Unmeasured	Existing		
Museum and Hospitality Conflict	Increased hospitality likely to conflict with museum operations (especially on a Saturday).	Risk	2 - Minor	2 - Possible	4	2 - Minor	2 - Possible	4	Limited	Static				
National NJC Employee T&C's	**Rising wage costs as a consequence of National Agreements.**	**Risk**	**3 - Major**	**3 - Probable**	9	**3 - Major**	**3 - Probable**	9	**Limited**	**Static**				
Financial Controls and Governance	Cautious budgeting for potential rises.	Control									Measured	Existing		Big overall increases in costs in recent years but understandable given financial environment. Staff changes have allowed savings to be made.
NJC Increases	Big unforeseen increases could be catasrtophic for medium term financial plans	Issue												Sector wide problem.
Loss of Town Hall Use	**Destruction or damage to main offices/base**	**Risk**	**2 - Minor**	**1 - Unlikely**	2	**2 - Minor**	**1 - Unlikely**	2	**High**	**Static**				

Business Continuity Plan	Plan in place to deal with situation	Control									Unmeasured	Existing		
Insurance	Maintaining adequence insurance.	Control									Measured	Existing		Zurich Municipal Insurance Policy Number YLL-272003-5273
Data Storage	All IT data is backed up off site.	Control									Unmeasured	Existing		
Event Safety	**Martyns Law and Increased Terrorism Concerns/SAG requirements**	**Risk**	**3 - Major**	**4 - Certain**	**12**	**3 - Major**	**4 - Certain**	**12**	**Substantial**	**Static**				**Higher costs for event management.**
Heightened risk management	Extra resource and cost required for local events.	Control									Unmeasured			Ongoing review of event costs as legislation and impact is solidified
Local Government Reorganistion	**Impact of local changes from LGR**	**Risk**	**3 - Major**	**4 - Certain**	**12**	**2 - Minor**	**2 - Possible**	**4**	**Limited**	**Static**				**Uncertainty on local service delivery , personnel**
Impact on local services	Staying part of local conversations and briefings	Control									Unmeasured			Largely wait and see
Local relations and personnel	Staying part of local conversations and briefings	Control									Unmeasured			Largely wait and see
2027 Elections	**Town Council**	**Risk**	**2 - Minor**	**4 - Certain**	**8**	**2 - Minor**	**4 - Certain**	**8**	**Limited**	**Static**				**Uncertainty over member direction**
Impact of likely changes on membership	Usual processed to prepare	Control									Unmeasured			Member turaining and development post election - possible NOTALC membership

Appendix 2

Risk Register – Changes and Developments 2026 Review Schedule

Risk	Change in Risk Level	Notes
MTFP Deficits	No change.	Some control measures updated. Risk level maintained. The world remains volatile and a cautious approach is required. Although the picture has improved in recent years there is reliance on income projects and new income streams performing. Asset maintenance issues such as the Town Hall Roof and Cemetery Chapel are adding to pressure on reserves. Progress made often feels like it is quickly eroded by events outside of the Councils control (wages/inflation/global issues/unforeseen building costs).
Staffing	Decrease	Workforce is relatively stable albeit further retirements are expected in the next year. No active recruitment for any senior / admin positions at present.
H&S	Decrease	Work of consultant and staff becoming ever more embedded in the culture of the Council. Still work to do. Ongoing need to review, adapt and respond.
Financial Controls and Governance	No change	Continued improvement. AGAR statements for 24/25 included a full 'YES' answer to all governance statements and this was repeated again for 25/26. There were no external audit issues raised in response to the 24/25 financial year external audit.
Global Challenges	No change	An ongoing risk. Unlikely to change. Reserve levels to be kept under review.
Workforce Mental Health and Well Being	No change	These are tough times. There are a lot of frustrations out there that can often filter back to staff, be it from the Public, Colleagues, Councillors and Third Parties and are not always expressed in a helpful and constructive way. Big ambitious projects are being pursued by the Council. The relatively small workforce is responsible for a large asset base, and multiple projects. LGR will trigger a lot of political fighting with officers caught in the crossfire.
Asset Maintenance	Increase	The Cemetery Chapel and Town Hall Roof are now presenting very acute financial challenges. A new Ops Manager who is so far proving to be extremely good is tackling a lot of maintenance issues across sites however there is a financial cost in doing so.
Member Overload	No change	Ongoing significant projects generate a lot of governance. Multiple projects generate additional meetings (Neighbourhood Plan as an example).
Market Viability	Increase`	Capital Investment challenges at time of this review. Differences of opinion on capital investment. Political unrest associated with project. If works progress the market will have a period of disruption. Some loss of traders both temporary and permanent is unavoidable. Managing the period of works if they happen and post work period will be critical for the market.
Museum / Hospitality Conflict	Decrease	Some minor challenges but steps taken to address. As hospitality continues to grow further conflicts may arise. Impact of NHLF bid for the Town Hall may present further conflict situations.
NJC Pay Agreement	No change.	Out of the control of the Council. Budgeting to compensate. Lower than expected rises in 24/25.
Loss of Use of Town Hall	No change.	Ongoing risk.

New Risks Added

LGR	New Risk	Uncertainty of impact of LGR politically, financially and logistically. Established officer relations at NSDC may be lost.
2027 Elections	New Risk	Likely changes in membership. Need to embed new Councillors. Risk of change of direction for project and service delivery requiring heavy management of changes.

Risks Removed from Register

Tenant Management	Removed	Concerns over increases in rents have not materialised.
Policy Updates and Review	Removed	Updated policies now becoming more embedded and part of Council culture.

Agenda Item No: 6 **Meeting Date: Wednesday 22nd July 2026**

SUBJECT:	**Internal Audit 25/26**
REPORT BY:	**Matthew Gleadell**

1. Recommendations

1.1 That members note the 25/26 Internal Audit report and endorse its effectiveness as a valuable governance and risk management report.

1.2 That members endorse the appointment of the same Internal Auditor used for the 25/26 financial year for the 26/27 and 27/28 financial year.

2. Background

2.1 The internal audit of the Council has recently been concluded.

2.2 The internal audit is conducted by a Council appointed auditor. This is distinct from the External Audit which is conducted by government appointed auditors.

2.3 The Council appointed a new internal auditor in 25/26 as a form of good practice by way of securing a fresh set of eyes and a different approach.

2.4 A copy of the audit report is attached as Appendix 1.

2.5 As a summary the auditor has reported that all control objectives necessary to meet the External Audit requirements have been met.

2.6 There are some recommendations to review and consider adoption of updated model Financial Regulations and Standing Orders to stay in line with industry practices.

2.7 For the most part the audit report is self-explanatory.

2.6 Members can be assured that recommendations will be considered and suitable reports brought to members for any changes to policy or procedures considered to be appropriate.

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

Financial – A 3 year appointment of the auditor will bring down the annual audit costs slightly. A 3 year appointment was resisted by the Town Clerk in the first instance to allow for assessment of the auditors performance for their first audit however the proposed prices were agreed to be held if in response to the first audit a longer term appointment is agreed. The Clerk is satisfied that the auditor is a suitable appointment for the next 2 financial year audits.

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

Parish and Town Auditing Services
Tel: 07772 657446
Email: audit@patas.co.uk

Matthew Gleadell
Town Clerk
Town Hall
Newark
Nottinghamshire
NG24 1DU

1st June 2026

Dear Matthew,

END OF YEAR INTERNAL AUDIT 2025/26

Parish & Town Auditing Services have been appointed to undertake the internal audits at Newark Town Council. The end of year audit was carried out on Monday 1st June 2026.

I can confirm that I am independent of the Parish Council.

As stated in the Letter of Engagement letter, the scope of our work is limited to completing the audit testing and enquiries we deem necessary to complete The Internal Audit Section of the Annual Report for Local Councils in England. We do not provide assurance over or accept responsibility for areas of work not included in this scope, unless specifically agreed with the Council during the financial year. In providing internal audit services we are not conducting a financial statement audit in accordance with standards and guidelines issued and our procedures are not designed to provide assurance over the reliability and quality of your financial statements. This will be undertaken by the Council's appointed External Auditor.

We are required by the Annual Internal Audit Report included in the Annual Governance and Accountability Return (AGAR) to review controls in place at the Council against predefined control assertions. These controls are included in the following report.

Thank you for all the information you have provided to enable the audit to be undertaken.

Yours sincerely,

Paul Russell, Internal Auditor

INTERNAL AUDIT
Outlined below is an overview of the 10 Assertions within the Practitioners Guide 2025. Each of these are dealt with under the relevant Governance sections contained in Section 1 of the AGAR:

AGS Assertion 1 — Financial management and preparation of accounts
- Accounting Records and supporting documents:
- Bank reconciliation:
- Budget setting:
- Investments:
- Reserves:
- General Reserves:
- Earmarked and other reserves:

AGS Assertion 2 — Internal control
- Standing Orders and Financial Regulations:
- Safe and efficient arrangements to safeguard public money:
- Employment:
- VAT
- Fixed assets and equipment:
- Loans and long-term liabilities:

AGS Assertion 3 — Compliance with laws, regulations and proper practices
- Acting with its powers:

AGS Assertion 4 — Exercise of public rights

AGS Assertion 5 — Risk management

AGS Assertion 6 — Internal audit

AGS Assertion 7 — Reports from auditors

AGS Assertion 8 — Significant events

AGS Assertion 9 — Trust funds (local councils only)

AGS Assertion 10 — Digital and data compliance

The following headings are based on Section 1 – Annual Governance Statement.

A. Appropriate accounting records have been properly kept throughout the financial year.

The Council has appointed a Responsible Financial Officer as required by Section 161 of LGA1972. New-Organisation-Chart-Feb-2026.pdf

Section 2 accounting statement for 2024/25 roll over figure in Box 7 is £1,582,134.

It is noted that the Council has made significant progress rebuilding its balances at year end.

A sample of the financial transactions between 1st April and 31st March 2026 has been undertaken. The following checks were carried out:

- Review of a sample of original invoices: Payments were supported by an invoice and with a VAT invoice if required.
- Sample invoices checked against the list of invoices paid: Sample checked was accurate.
- Sample invoices checked against the original bank statement: Sample checked was accurate.
- Samples checked against the cashbook printout contained within the monthly Financial Report: Sample checked was accurate.

There is a robust process in place to ensure that financial information is correctly recorded and reported to Council as part of its governance procedures.

All financial transactions are recorded on the Rialtas financial software system, the purchase order module is in operation and purchase orders are raised electronically, allocated a cost centre and a hard copy of the invoice is filed.

The Council maintains a purchase ledger file and a monthly invoice file with the payment schedule included. There is an audit trail between the invoices, payment and the bank statement. The Council has a Code of Financial Procedures in place. CODE OF FINANCIAL PROCEDURES **Recommend that this be reviewed and updated if required as it is dated April 2019.**

It is further recommended that consideration be given to developing a Scheme of Delegation Policy to outline the existing delegations to Officers.

Council has a Risk Management Strategy in place: RMS This has been updated and a copy has been reviewed.

Bank reconciliations are prepared on a monthly basis and are signed off by the RFO. These are also reviewed on a quarterly basis by the Chair of Finance.

The combined cash and bank balances in the AGAR, section 2, line 8 has been confirmed as £1,716,979.

As the Council holds balances over £100,000 it is required to have an investment policy which should be published on the Council website. **Recommend that an investment policy be developed and adopted as soon as possible.**

The Council has met the requirements of this control objective.

B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.

Tenders and Contracts are governed by Financial Regulations and a procurement policy. All contracts being tendered are published on the Council's website as well as the Find a Tender portal where required. Tenders and Contracts | Newark Town Council and Procurement-Policy-Draft-September-2024.docx

The Play Area Tender was formally published: Play Park equipment design and installation - Contracts Finder

Financial Regulations are based on an older version of the NALC template and require revision following the enactment of the Procurement Act 2023.

Recommend that the Financial Regulations be updated and suggest consideration is given to basing them on the latest NALC template.

Standing Orders are based on an older NALC template version.

Recommend that Standing Orders be reviewed and updated to ensure that they cover all recent legislative amendments.

The procedures related to financial recording and reporting is as follows:

- The Council uses Rialtas financial software to manage its accounts;
- Invoices are received and reviewed for accuracy and authenticity by the Finance Officer;
- A weekly pay run is actioned by the Finance Officer who uploads payments into the banking app. These are then authorised by the Clerk/Deputy Clerk;
- Invoices are inputted into the accounting system and reports are generated from the system;
- A retrospective list of payments is produced and presented to the Finance Committee for ratification;
- A regular Quarterly Financial Report is produced and there is also an internal audit process in place which includes spot checks on invoices, payments and bank statements.

There is adequate segregation in place between uploading invoices and paying them.

The Council is VAT registered. VAT submissions are made quarterly. The following submissions have been made:.

Quarter	Amount
Q1	£17,420.51
Q2	£29,353.86
Q3	£77,648.10
Q4	£34,056.53

The Council has four prepaid Equals cards in place. Payments are reported monthly as part of the Payments and Receipts list. The limits in place are £500.

The Council adopted the General Power of Competence (GPC) on 14th May 2023. It was agreed that Newark Town Council acquired the right to exercise the General Power of Competence extended to Town and Parish Councils under the Localism Act 2011

The Council has met the requirements of this control objective.

C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.

The Council has reviewed its Risk Register during the year to identify any specific risks.

Council is insured with Zurich. Policy Number YLL-272003-5273. The Policy ran from 1st April 2025 to 31st March 2026. The policy includes building cover, Hirers Liability (£2 million), Employer's Liability (£10 million), Public Liability (£15 million) and a Fidelity Guarantee (£1 million).

Recommend that Council considers increasing its Fidelity Guarantee to cover the level of balances held at year end,

The District Council carries out regular checks on existing play equipment on behalf of the Council. All facilities are subject to an annual independent assessment. The inspections are recorded formally. [Parks, Playgrounds and Green Spaces | Newark Town Council]

The Council's internal controls are governed by a number of policies including the Financial Regulations and Standing orders. These controls enable it to carry out its day-to-day business effectively and efficiently.

The Council has met the requirements of this control objective.

D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.

At its meeting held on 29th January 2025 Full Council formally approved the budget and the setting of a precept. (Minute TC34/24/25)

TC34/24/25 2025/2026 Budget and Precept Members NOTED the recommendation of the Finance and General Purposes Committee (held immediately prior to this meeting) as to the starting budget for the 25/26 financial year and precept level for the 25/26 year to be set at a level that results in a 5% increase in the Town Council element of local council tax. A vote was taken and it was AGREED to adopt the recommendation of the Finance and General Purposes Committee (as above).

Recommend that the actual precept request be included in the minute resolution. Noted that the F&GP recommendation was only stated in the percentage increase.

It has been confirmed that a precept of £1,299,163 was requested. (MHCLG Parish Code E3036P053)

Budget monitoring is undertaken regularly by the Finance & General Purposes Committee. A Quarterly budget report is presented and reviewed which includes budget allocations and variances. An additional report related to overspends is also provided.

The Council has Earmarked Reserves in place amounting to £1,031,921. Its General Reserve stands at £761,481 and meets current requirements.

The Council has the following Balances as at 31st March 2026:

ACCOUNT	31/03/26
Deposit A/C	£110,291.69
CCLA	£1,605,000.00
Floats/Cards	£1,686.26
TOTAL	**£1,716,977.95**

The Council has met the requirements of this control objective.

E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.

The Council has debtors amounting to £28,071.52.

The Council is responsible for five allotment sites with 5approximately 173 allotments provided. A dedicated webpage is available (Allotments | Newark Town Council). The Council has appropriate agreements in place and a register is maintained electronically using Rialtas software. A review of allotment tenancy agreements. Invoices and receipts was undertaken.

The Council operates the Newark Cemetery (Newark Cemetery). All the relevant forms are uploaded onto the website. A review of fees received has been carried out. Cemetery software is in place to enable full management and there is a Register of Burials in place which is updated. A review of burials undertaken, invoices raised and receipts given was undertaken.

The Council has a number of venues for hire and the details of these can be found on its website along with booking forms (Wedding Venue in Newark Nottinghamshire - Newark Town Hall). There is an effective diary system in place. A sample of invoices have been reviewed.

The Council has a number of additional income streams. Confirmed that appropriate control procedures and documentation are in place that provide a clear audit trail through to invoicing and recovery of all such income. These include sales from the TIC, parking income and markets.

The Council has met the requirements of this control objective.

F. Cash payments were properly supported by receipts, all cash expenditure was approved and VAT appropriately accounted for.

The Council does not operate a petty cash account but has a bar float of £500. No cash expenditure was incurred during the year.

The Council has met the requirements of this control objective.

G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.

Employees have a contract of employment in place. Five sample contracts of employment were reviewed. They have been signed by both parties and dated. The Council has external HR support to the Council and contracts are based on the Green Book.

The Council employs a number of casual staff to operate its commercial activities. Pay scales are outlined in the staffing file. The majority of staff are on recognised NJC pay scales.

Members do not receive a members' allowance. The Mayor receives an expenses allowance and this is supported by invoices etc.

A sample of staff salaries have been reviewed. Staff are employed on NJC pay scales. Tax codes have been applied to the employees reviewed.

Payroll is undertaken inhouse which has recently been renewed. Reports are generated including payslips.

The Local Government Pension Scheme is in place. Pension contributions are deducted and monthly payments of employee and employer contributions are made to the scheme.

Both employee and employer NI contributions are applied and submitted to HMRC on a monthly basis.

A test sample was undertaken and it was confirmed that the correct net pay was paid to the employee with tax, NI and pension contributions correctly deducted and paid to the respective agencies.

The Council has met the requirements of this control objective.

H. Asset and investments registers were complete and accurate and properly maintained.
An Asset Register is in place and has been updated. The Asset Register identifies the original cost of each asset, the current value and the insurance value where appropriate.

The end of year asset value as stated on the AGAR is £18,174,745. This is the figure on the updated asset register.

The asset register has been compared with the insurance schedule. It has been confirmed that all relevant assets have been recorded and are appropriately insured or “self-insured” by the Authority.

Council has no long-term investments in place.

The Council has five loans in place:

Number	From		To	Outstanding
PW507243	16-Apr-2018		16-Apr-2048	205,100.71
PW507242	16-Apr-2018		16-Apr-2048	205,100.71
PW507241	16-Apr-2018		16-Apr-2048	283,039.03
PW507279	01-May-2018		01-May-2048	205,680.07
PW507280	01-May-2018		01-May-2048	205,680.07
				£1,104,600.59

Payments during the year (Box 5) amounted to £65,921.38

The Council has met the requirements of this control objective.

I. Periodic bank account reconciliations were properly carried out during the year.

Bank reconciliations are undertaken monthly and signed off. Reviewed during internal audit inspections during the year.

The Council has met the requirements of this control objective.

J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.

Accounts are maintained on an income and expenditure basis.

Accounting arrangements are in place to account for debtors and creditors during the year and at year end.

The Council has met the requirements of this control objective.

K. If the authority certified itself as exempt from a limited assurance review in 2024/25, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2024/25 AGAR tick “not covered”).
Not covered.

L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.

The following information is published on the Town Council’s website ([Local Government Transparency Code 2015 | Newark Town Council]())

Expenditure exceeding £500
Local authorities must publish details of each individual item of expenditure that exceeds £500. Published

Government Procurement Card transactions
Local authorities must publish details of every transaction on a Government Procurement Card (not applicable).

Procurement information
Local authorities must publish details of every invitation to tender for contracts to provide goods and/or services with a value that exceeds £5,000. Published when required.

Contracts
Local authorities must also publish details of any contract, commissioned activity, purchase order, framework agreement and any other legally enforceable agreement with a value that exceeds £5,000. Not published.

Information to be published annually
The following information should be published annually:
- Local authority land (The Asset Register) Published.
- Social housing assets Not applicable
- Grants to voluntary, community and social enterprise organisations Published
- Organisation chart (Staff structure with Council and Committee structure) Published
- Trade union facility time (only applicable if you provide facilities for union representatives) Not applicable
- Parking account (to be published if parking income received) Not applicable
- Parking spaces (publish the number of marked out controlled on and off-street parking spaces within their area, or an estimate of the number of spaces where controlled parking space is not marked out in individual parking bays or spaces) Not applicable.
- Senior salaries (Salaries over £50k per annum) Published.
- Constitution (Standing Orders) Published.
- Pay multiple (see the code) Not published
- Fraud (see the code) Not published.

The Council has met the requirements of this control objective.

M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations *(during the 2025/26 AGAR period, were public rights in relation to the 2024-25 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).*

Public Notice for year ending 31st March 2025 ran from Tuesday 1st July 2025 to Monday 11th August 2025. This met with the 30 working day period required.

Minute FGP005/25/26: The dates of the notice were not recorded and there was no minuted reference to the Public Notice. **Recommend that the Public Notice be included in the minutes and approved.**

Further recommend that although all members of the Council are on the F&GP Committee the internal audit, governance statement, accounting statement and n0tice of public rights be approved by Full Council as the Corporate Body in the same way as the precept is approved by Full Council. See recommendation below as well.

The Council has met the requirements of this control objective.

N. The authority has complied with the publication requirements for 2024/25 AGAR.

Publication Requirements Under the Accounts and Audit Regulations 2015, Authorities must publish the following information on the authority website/webpage: Before 1 July 2025 authorities must publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited: Published.
- Section 1 - Annual Governance Statement 2024/25, approved and signed, page 4: Published
- Section 2 - Accounting Statements 2024/25, approved and signed, page 5: Published

Noted that the Finance & General Purposes Committee approved Sections 1 and 2 of the AGAR. It is further noted that all members of the Council are also members of the Committee. In the Practitioners Guide it states:

After the RFO has signed the statement of accounts, the members of the authority meeting as a whole need to consider it and approve it by resolution. Alongside the RFO's certificate, the person presiding at the meeting at which the statement of accounts is approved needs to confirm, by signing and dating the statement at the bottom of Section 2 of the Annual Governance and Accountability Return, that the accounts have been approved by the authority in accordance with the Accounts and Audit Regulations 2015.

It is therefore recommended that Council considers calling an extraordinary meeting of Full Council following the F&GP meeting in June each year to formally resolve to approve the AGAR annually, review the internal audit report and confirm the dates for the period to exercise public rights of inspection.

Not later than 30 September 2025 authorities must publish:

- Notice of conclusion of audit: Published
- Section 3 - External Auditor Report and Certificate: Published
- Sections 1 and 2 of AGAR including any amendments as a result of the limited assurance review: Published

It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3. Published.

The Council has met the requirements of this control objective.

O. The authority has complied with laws, regulations & proper practices relating to digital and data compliance.

The Council has a .gov.uk domain for its emails and its website. Staff and Councillors are provided with an official .gov.uk email address and these are publicised on the website. Emails are managed within a secure environment by the Council.

Council meets this best practice requirement for emails and has a directly owned domain name for its website.

Noted that one Councillor continues to use a personal email address. **Recommend that efforts be made to ensures that all Members use an official email address to reduce any issues related to Freedom of Information and Subject Access requests can be more efficiently managed.**

The Council has an IT & Security policy in place as required. IT-Policy-August-2024.pdf

The Council has an Accessibility Statement published on its website: Accessibility | Newark Town Council

Recommend that this policy be updated to reference WCAG2.2AA. see note below:

Note that since September 2020, all parish and town councils must have a website that complies with Website Content Accessibility Guidelines (WCAG). As from October 2024 that rating level changed from WCAG2.1AA to WCAG2.2AA so that it meets Accessibility Guidelines as set in the Public Sector Bodies Accessibility regulations.

Two scans have been undertaken. Scan one for compliance with WCAG2.2AA scored 94%: Scan Results — CompliaScan

Scan 2 for accessibility scored 10 out of 10: WAVE Report of Newark Town Council

Newark Town Council's website is WCAG2.2AA compliant and accessible.

The Council has the following data protection policies in place:
- Officer nominated to be responsible for Data Protection;
- Data Audit: Data-Protection-Roadmap.pdf
- Data Protection and Retention Policy: GDPR-Data-Protection-and-Data-Retention-JUNE-2024-.pdf
- Privacy Notice: Privacy-Notice-Website.docx
- Regular training has been provided to all staff and Members;
- Data is stored in a secure environment using appropriate technical and organisational measures to protect personal data from breaches.

A Freedom of Information Policy is in place: FREEDOM-OF-INFORMATION-Jan-26.pdf and Publication-Scheme-October-2024.pdf

The Council has met the requirements of this control objective.

P. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.

The Town Council is the sole managing trustee for the Doris Bainbridge Trust Fund.

The bequest of Mrs Doris Bainbridge (£56,018) was received in January 1998 and has been invested on a long-term basis. In accordance with the terms of the bequest the capital must be held for 20 years before it can be used to support the objectives of the Trust. This period expired on 31st January 2017.

Where a local council acts as a sole managing trustee for a trust to warrant a positive response to this assertion the authority needs to have made sure that it has discharged all of its responsibilities with regard to the trust's finances. This needs to include financial reporting and, if required, independent examination or audit.

It has been confirmed that the Council has discharged its responsibilities regarding the Doris Bainbridge Trust Fund in line with requirements laid out in the Practitioners Guide 2025.

The Trusrt accounts are maintained separately from the Town Council's accounts.

The Council has met the requirements of this control objective.

Agenda Item No: 7 **Meeting Date: Wednesday 22nd July 2026**

FINANCE & GENERAL PURPOSES COMMITTEE

SUBJECT:	**Newark Cemetery Chapel – Repair Works**
REPORT BY:	**Matthew Gleadell**

1. Recommendations

1.1 That PAYE stonework be appointed to carry out essential repairs to Newark Cemetery Chapel forthwith and for the costs to be met from Council reserves.

2. Background

2.1 Around 2 years ago a small amount of masonry fell from the Chapel Roof. This prompted some initial investigations, and a drone survey was carried out which identified areas that required more detailed closer investigation.

2.2 For safety purposes, access through the chapel archway has been restricted ever since the original masonry incident.

2.3 In late 2025 a full survey of the building was undertaken which identified various works as being required to the building. The survey was carried out by a specialist heritage preservation contractor.

2.4 A full works specification was created in response to the survey and a tender process undertaken. A copy of the tender report is attached as Appendix 1 (pink paper).

2.5 After discussions with the architect, advice is that works focus initially on the spire and upper parts of the building. It is the spire that is considered to be the biggest risk from a safety perspective. Lower parts of the building where works are more cosmetic in nature can be planned for later years and thus spreading the cost. Reducing the extent of the works does bring the cost down significantly.

2.6 A Listed Building Consent application is being developed and will be submitted to NSDC for approval in the near future.

2.7 The recommendation from the conservation architect is that PAYE stonework be commissioned to carry out the essential works.

2.8 The potential for securing grant funding for this work from National Heritage Lottery is present however, advice received is that pursuing a grant from NHLF for this project may compromise potential applications for the Town Hall roof. The Town Hall roof is a much more critical and higher value project, and it would seem prudent to not prejudice any potential funding for that project.

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

Financial – The cost of the works to the chapel are not insignificant and clearly have a detrimental impact on the Councils reserves position if funded by the Council.

The Council is working on a project involving the Cemetery Lodge which is likely to help generate capital income that could cover the costs to the Cemetery Chapel albeit the timeframe for that project would mean that if the chapel works are pursued forthwith, income from the lodge project will have to replenish reserves retrospectively.

It is frustrating that these works at significant cost have emerged and clearly the cost adds huge pressure on medium term financial plans. Provided the Cemetery Lodge project can be delivered the net impact on the overall financial position will be minimal. Ideally completing the lodge project and raising the funds before commissioning the chapel project would be welcome but the delay that causes presents too much risk.

Risk – The primary risk is significant damage to the chapel caused by continued deterioration of the stonework. The spire particularly is the primary cause for concern. On this basis delays to works will be hard to justify. If the spire collapsed in a storm for instance the cost of works to repair will be far greater than cost of remedial works now.

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

Agenda Item No: 8 **Meeting Date: Wednesday 22nd July 2026**

FINANCE & GENERAL PURPOSES COMMITTEE

SUBJECT:	**Political Balance**
REPORT BY:	**Matthew Gleadell**

1. Recommendations

1.1 That members note the changes to the political make up of the Council.

2. Background

2.1 A Councillor has recently announced their defection from the Independent for Newark & District group to become an independent Councillor at Newark Town Council.

2.2 In so far as possible the Council has in recent years appointed its sub committees and working groups proportionately to the overall number of members in each group.

2.3 The recent change impacts on the overall political balance of the Council which is detailed below.

2.4 The political make-up of the Council is now as follows:

2.5 IFND – 7 members (38.88% of available seats)

Labour – 3 members (16.66% of available seats)

Conservative – 2 members (11.11% of available seats)

Independent – 5 members (27.77% or 5.55% per member)

Green – 1 member (5.55% of available seats)

2.6 The make up of the Sub Committees and Working Groups is :

2.7 **Planning**

IFND x 3 (33.3%)

Independent x 2 (22.2%)

Labour x 1 (11.11%)

Conservative x 1 (11.11%)

Green x 1 (11.11%)

Vacancy x 1 (11.11%)

2.8 **Events Arts Culture and Twinning**

IFND x 3 (60%)

Independent x 1 (20%)

Labour x 1 (20%)

2.9 **Personnel**

Independent x 2 40%

Labour x1 20%

IFND x1 20%

Conservative x 1 20%

2.10 **Environmental Stewardship**

IFND x 1

Green x 1

Independent x 1

Conservative x 1

Labour x 1

Although the above is not proportionate it does provide representation from all groups.

2.11 The only Sub Committee impacted by the change is the Planning Committee which has resulted in the IFND group moving from having 4 members to 3 members. All other groups were appointed at the Annual Meeting of the Council prior to the change and do not involve the member that has defected from IFND.

2.12 Whilst the Independents are treated together for calculation purposes they are all in essence a group in their own individual right.

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

All relevant matters contained in the report.

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

Agenda Item No: 9 **Meeting Date: Wednesday 22nd July 2026**

FINANCE & GENERAL PURPOSES COMMITTEE

SUBJECT:	**Cemetery Development Working Group Membership**
REPORT BY:	**Matthew Gleadell**

1. Recommendations

1.1 That the existing membership and remit of the Cemetery Development Working Group continues for the 26/27 Civic Year and the Chairman and Vice Chairman is re-appointed.

2. Background

2.1 This Agenda Item was deferred from the last meeting of the Finance & General Purposes Committee which was held on Wednesday 17th June 2026, as one of the Councillors involved in the Working Group was not present.

2.1 The Cemetery Development Working Group is a sub group of Finance and General Purposes Committee.

2.2 The membership and remit of the group is subject to annual review.

2.3 It is recommended that the group continues for the 26/27 civic year. The current membership is :

Lisa Geary (Chairman)

Barbara Corrigam (Vice Chairman)

Diane Ledger

Mathew Skinner

Tom Collier

2.4 The group is progressing some very good work on what is some large and complex projects and it makes sense for the members already involved to continue that work.

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

3.1 All relevant matters detailed above.

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

Agenda Item No: 11 **Meeting Date: Wednesday 22nd July 2026**

SUBJECT:	**Quarter 1 Budget Review 26/27**
REPORT BY:	**Matthew Gleadell**

1. Recommendations

1.1 That members note the budget report for Quarter 1 of the 26/27 financial year.

2. Background

2.1 This report represents an analysis of the Councils budget as at a point in time just after the end of the first quarter of the financial year (13 weeks). Appendix 1 is a printout from the financial software upon which this report is based.

2.2 **Headline Information**

2.3 Overall the budget position at just after the end of Quarter 1 (13 weeks in) is broadly where it is expected to be.

Income received is at 58.0% of total expected income for the year.

Expenditure is at 33.3% of total expected income for the year (*see Payroll note in Expenditure table below).

Without month 4 payroll costs included (£83,000 per month) the quarter position expenditure is £581,797 being 26.41% of budgeted expenditure. With many bigger invoices such as insurance costs paid in the first quarter this sum is entirely on track for the quarter point of the year.

2.4 The Quarter 1 point of the financial year is too early to operate with any certainty as to the year end position but is a useful chance to identify any early areas of concern. Budgets are only ever educated estimates and invariably unforeseen challenges can and do arise.

2.5 As a reminder this is the first year since Devolution where grant income is less than previous years where the sums received have been based on the tax base shortfall against the original tax base estimate. This year the sum is simply the remaining balance of the original grant before it drops to zero in the next financial year.

2.6 Notwithstanding the present position the RFO anticipates the final budget position to show a shortfall. Asset maintenance costs are expected to be high. The new Operations Manager who started earlier this year is working through repair and maintenance issues with haste and as such costs that may otherwise have come in a later financial year are likely to be incurred this year.

2.7 There are a small number of coding issues that the RFO has identified but which are not corrected in the finance software report that accompanies this report. This is where the accounts officer allocates cost to a code incorrectly. It is not always obvious where costs should be coded and the RFO uses periodic budget reviews to identify and correct them. This does not reflect the overall financial position but presents small inaccuracies in some of the individual codes.

2.8 Specific Items of Note: Income

Page No.	Code.	Notes.
51	101 1870	It is too early in the year for Q1 interest payments to have been received.
60	301 1360 and 1362	Income from Cemetery receipts is in a strong position at an early point in the financial year.
55	104 1341	Although almost entirely on budget we have seen a fairly big drop in hanging basket sales in the current financial year with almost £2,000 less revenue than the previous year. One of the biggest customers did decide to produce their own this year.
65	420 1103 to 1505	Income from Market receipts is well on course to reach estimated income levels albeit the overall income is less this year due to potential disruption caused by the market place project expected to be underway in early 2027.
68	422	Income and expenditure for Arts Council is cost neutral. The Council is simply the budget holder for Newark Creates. The project spans the 25/26 and 26/27 financial years.
69	430 1537	Income for the riverside play project was anticipated in the previous financial year but has been received in this one.

Specific Items of Note: Expenditure

Page No.	Code.	Notes.
*Various	*All Payroll	Please note that the payroll and associated costs include month 4 so represents 1/3 of the total annual costs and not a quarter.
52	101 4059	Occupational Health costs will be over budget this year. Some elements of the cost are hard to predict as they arise from unforeseen staff medical issues that require external assessment.
52	101 4062	These costs are being funded by earmarked reserves. Finance software entries will be made to reflect this so that the cost does not impact the revenue budget.
52	101 4129	Presently the entire insurance cost has been coded to 101 however in due course it will be distributed to the different areas. The breakdown for our coding is provided annually by Zurich and once the figures are received the cost will be spread between the different cost centre’s.
58	201 4101	A large cost for a new hot water tank in the roof of the kitchen (to replace a leaking old one) has contributed to what is likely to be another year of high Town Hall maintenance costs. The Council holds a large Town Hall maintenance reserve of over £300,000.
73p	500 4777	These are costs covered by a grant received in the previous financial year.

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

All relevant matters contained in the report above.

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

Annual Budget - By Centre (Actual YTD Month 4)

Note: Quarter 1 Budget Report 26/27

		25/26 Budget		26/27 Budget				27/28 Budget		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
101	**Central Establishment**									
1019	Radar Keys	0	0	0	5	0	0	0	0	0
1870	Income-Interest Received	80,000	131,122	95,000	257	0	0	0	0	0
	Total Income	80,000	131,122	95,000	262	0	0	0	0	0
4019	Subsistence,Travel/Vehicles	750	256	650	160	0	0	0	0	0
4021	Uniforms and PPE	4,000	2,849	3,500	288	0	0	0	0	0
4022	Staff Training inc H & S	8,000	6,341	8,000	1,915	0	0	0	0	0
4023	Appointments & Advertising	800	345	800	0	0	0	0	0	0
4025	Printing & Stationery	5,000	2,987	3,500	667	0	86	0	0	0
4026	NCP Car Park	750	701	750	701	0	0	0	0	0
4027	Postage	2,500	2,498	2,500	805	0	0	0	0	0
4028	Telephones	6,500	10,313	8,000	3,117	0	0	0	0	0
4029	Computers & Software	20,000	31,392	41,900	15,762	0	11,779	0	0	0
4031	External Audit Fees	2,750	2,520	3,000	-2,520	0	0	0	0	0
4032	Office Equipment	3,000	2,382	2,750	780	0	0	0	0	0
4036	Conferences and Seminars	1,400	1,350	1,400	0	0	0	0	0	0
4037	Website & Social Media	600	-492	600	0	0	0	0	0	0

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4038	Internal Audit Fee	4,000	3,750	3,500	-750	0	750	0	0	0
4039	Bank Charges	4,000	4,279	4,000	1,439	0	0	0	0	0
4041	Subscriptions	800	8,816	3,500	1,482	0	0	0	0	0
4058	Neighbourhood Planning	0	6,301	0	0	0	0	0	0	0
4059	Occupational Health	2,000	1,752	2,000	1,720	0	0	0	0	0
4061	Election Costs	11,000	0	11,000	0	0	0	0	0	0

		25/26 Budget		26/27 Budget				27/28 Budget		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4062	Neighbourhood Plan - 2026	0	0	0	9,368	0	0	0	0	0
4101	Maintenance and Equipment	0	75	0	0	0	0	0	0	0
4126	Security	0	100	0	-100	0	0	0	0	0
4129	Insurance	6,000	3,741	3,928	32,417	0	0	0	0	0
4136	CCLA Fees	12,000	6,328	6,000	0	0	0	0	0	0
4137	Consultancy/Professional	12,000	33,766	14,000	1,225	0	265	0	0	0
4138	Health & Safety Consultancy	10,400	8,557	10,400	1,393	0	0	0	0	0
4840	Depreciation	1,477	1,477	1,476	492	0	0	0	0	0
4898	Pension Strain	4,376	4,769	4,376	0	0	0	0	0	0
4900	Payroll Gross	289,083	285,228	320,450	102,446	0	0	0	0	0
4901	Employers NI	37,362	37,136	48,067	13,264	0	0	0	0	0
4902	Employer Pension	61,571	46,305	44,508	15,169	0	0	0	0	0
4906	Recharges	0	47	0	0	0	0	0	0	0

Continued on next page

		25/26 Budget		26/27 Budget				27/28 Budget		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4915	Staff Overtime	6,500	2,850	3,000	995	0	0	0	0	0
	Overhead Expenditure	518,619	518,715	557,555	202,234	0	12,881	0	0	0
	Movement to/(from) Gen Reserve	(438,619)	(387,593)	(462,555)	(201,972)	0		0		
102	**Mayoral/Civic**									
1004	Income - Civics	0	147	0	0	0	0	0	0	0
	Total Income	0	147	0	0	0	0	0	0	0
4000	Mayor's Allowance 2026/2027	0	0	2,000	265	0	0	0	0	0
4001	Mayor's Allowance 2025/26	2,000	2,000	0	121	0	0	0	0	0
4002	Mayor Making	200	156	750	468	0	0	0	0	0
4008	Mayors Sunday	550	470	500	842	0	0	0	0	0
4009	Plough Sunday	250	0	250	0	0	0	0	0	0
4010	Mayoral Car	4,029	4,389	4,029	1,167	0	0	0	0	0
4011	Badges Shields Insignia	500	1,751	3,000	3,204	0	0	0	0	0
4012	Mayoral Car Fuel	600	115	600	43	0	0	0	0	0
4013	Remembrance Sunday	2,000	3,291	3,000	0	0	0	0	0	0
4014	Hercules Clay	250	454	250	0	0	0	0	0	0

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		25/26 Budget		26/27 Budget				27/28 Budget		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4015	Airbridge	650	574	600	0	0	0	0	0	0
4016	All Souls	450	449	450	0	0	0	0	0	0
4017	Battle of Britain	1,500	512	1,500	0	0	737	0	0	0
4020	Honoraria Payment	960	960	1,200	600	0	0	0	0	0
4126	Security	0	1,900	3,000	657	0	0	0	0	0
4137	Consultancy/Professional	2,940	1,332	3,500	0	0	0	0	0	0
4750	Twinning	300	29	3,000	319	0	0	0	0	0
4765	Mayoral Robes	100	0	100	0	0	0	0	0	0
4900	Payroll Gross	0	4,124	32,043	8,293	0	0	0	0	0
4901	Employers NI	0	494	4,806	987	0	0	0	0	0
4902	Employer Pension	0	0	6,440	0	0	0	0	0	0
4915	Staff Overtime	850	163	500	0	0	0	0	0	0
	Overhead Expenditure	18,129	23,160	71,518	16,968	0	737	0	0	0
	Movement to/(from) Gen Reserve	(18,129)	(23,013)	(71,518)	(16,968)	0		0		
103	**Grants**									
4044	Grants to Voluntary Bodies	7,500	8,400	7,500	750	0	0	0	0	0
	Overhead Expenditure	7,500	8,400	7,500	750	0	0	0	0	0

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	Movement to/(from) Gen Reserve	(7,500)	(8,400)	(7,500)	(750)	0		0		
104	**Public Realm**									
1055	VE Day 80th Celebration	0	750	0	0	0	0	0	0	0
1341	Newark in Bloom Hanging Basket	5,000	8,596	6,500	6,449	0	0	0	0	0
	Total Income	5,000	9,346	6,500	6,449	0	0	0	0	0
4042	Defibrillator	500	0	500	0	0	0	0	0	0
4052	Summer Decs/Bunting	5,000	6,794	5,000	1,455	0	0	0	0	0
4053	Boardwalk	2,000	0	2,000	0	0	0	0	0	0
4055	VE Day 80th Celebration	850	1,536	0	0	0	0	0	0	0
4340	Floral Displays	20,000	10,548	12,500	7,330	0	0	0	0	0
	Overhead Expenditure	28,350	18,878	20,000	8,785	0	0	0	0	0
	Movement to/(from) Gen Reserve	(23,350)	(9,532)	(13,500)	(2,336)	0		0		
200	**Town Hall Events & Hospitality**									
1159	Deposits 2027/2028	0	0	0	3,042	0	0	0	0	0
1160	Deposits 2025/2026	0	2,583	0	0	0	0	0	0	0
1161	Deposits 2028/2029	0	0	0	417	0	0	0	0	0
1163	Venue Hire	42,000	28,003	50,000	13,041	0	0	0	0	0
1164	Ticket Sales	25,000	334	0	301	0	0	0	0	0
1165	Deposits 2026/2027	0	0	0	5,000	0	0	0	0	0

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1166	Income-Additional Services	2,500	316	0	117	0	0	0	0	0

		25/26 Budget		26/27 Budget				27/28 Budget		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1168	Income-TH Bar Apr-June	10,000	6,704	8,000	5,989	0	0	0	0	0
1169	Income-TH Bar July-Sept	10,000	8,126	8,000	1,985	0	0	0	0	0
1170	Income-TH Bar Oct-Dec	10,000	8,063	8,000	0	0	0	0	0	0
1171	Income-TH Bar Jan-March	10,000	1,463	8,000	0	0	0	0	0	0
1172	Income - Horse Box	0	700	20,000	0	0	0	0	0	0
1173	Income-Drinks Packages	10,000	3,625	10,000	1,418	0	0	0	0	0
1174	Income - Venue Catering	7,000	22,965	30,000	11,056	0	0	0	0	0
1176	Shwd Ave Refreshment Retail	65,000	0	0	0	0	0	0	0	0
1724	Income - Comedy Show	0	150	0	0	0	0	0	0	0
1725	Income - Totally Mad Bingo	0	810	0	0	0	0	0	0	0
1746	Income - Wedding Fayre - 26/27	0	306	1,000	1,694	0	0	0	0	0
1747	Income - Faulty Towers	0	2,491	0	0	0	0	0	0	0
1748	Income - Town Hall Events	0	1,131	0	0	0	0	0	0	0
1749	Income - Bridgerton Events	0	0	0	2,416	0	0	0	0	0
	Total Income	191,500	87,770	143,000	46,476	0	0	0	0	0
4024	Staff Uniform and PPE	200	0	200	0	0	0	0	0	0
4035	Refreshments	0	79	0	0	0	0	0	0	0
4101	Maintenance and Equipment	0	6	0	0	0	0	0	0	0
4125	Marketing and Promotions	15,000	14,149	14,500	6,433	0	0	0	0	0

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4131	Subscriptions/Licences	1,300	998	500	0	0	0	0	0	0
4163	Booking Cost (Security)	7,000	4,380	0	1,375	0	0	0	0	0
4164	Venue Costs	4,000	3,569	3,500	1,965	0	0	0	0	0
4167	Bar & Catering Equipment	1,200	2,756	500	135	0	0	0	0	0
4168	Bar Costs April-June	5,000	2,356	5,000	3,973	0	0	0	0	0

		25/26 Budget		**26/27 Budget**				**27/28 Budget**		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4169	Bar Costs July-Sept	5,000	4,068	5,000	252	0	0	0	0	0
4170	Bar Costs Oct-Dec	5,000	5,412	5,000	0	0	0	0	0	0
4171	Bar Costs Jan-March	5,000	1,139	5,000	241	0	0	0	0	0
4172	Event Catering	5,000	18,973	15,000	5,717	0	0	0	0	0
4746	Comedy Show	0	338	0	0	0	0	0	0	0
4747	Faulty Towers Experience	0	3,151	0	0	0	0	0	0	0
4900	Payroll Gross	52,407	40,070	42,815	16,000	0	0	0	0	0
4901	Employers NI	7,199	5,217	6,422	1,933	0	0	0	0	0
4902	Employer Pension	9,584	8,011	8,604	3,366	0	0	0	0	0
4904	Casual Staff	10,000	9,683	14,000	2,335	0	0	0	0	0
4915	Staff Overtime	0	327	0	0	0	0	0	0	0
5020	Assets Capitalised	0	2,000	0	0	0	0	0	0	0
	Overhead Expenditure	132,890	126,681	126,041	43,723	0	0	0	0	0
	Movement to/(from) Gen Reserve	58,610	(38,911)	16,959	2,753	0		0		

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201 Town Hall

		25/26 Budget		26/27 Budget				27/28 Budget		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1019	Radar Keys	0	5	0	0	0	0	0	0	0
1035	Refreshments	200	0	0	0	0	0	0	0	0
1175	Income-Bonfire Night	20,000	0	15,000	0	0	0	0	0	0
	Total Income	20,200	5	15,000	0	0	0	0	0	0
4035	Refreshments	0	900	750	201	0	0	0	0	0
4101	Maintenance and Equipment	15,000	58,563	15,000	16,068	0	90	0	0	0
4103	Electricity	28,578	15,931	20,000	4,946	0	0	0	0	0
4104	Gas	24,000	22,559	20,000	7,720	0	0	0	0	0
4105	Rates	24,000	22,705	22,080	8,134	0	0	0	0	0
4106	Sewerage/Water Charges	4,000	2,915	3,500	972	0	0	0	0	0
4107	Rents	0	85	85	0	0	0	0	0	0
4129	Insurance	14,000	8,729	9,165	0	0	0	0	0	0
4137	Consultancy/Professional	0	-2,679	0	0	0	0	0	0	0
4840	Depreciation	256,908	257,408	257,408	85,804	0	0	0	0	0
4900	Payroll Gross	82,458	44,975	31,017	9,847	0	0	0	0	0
4901	Employers NI	7,502	5,332	4,652	1,227	0	0	0	0	0

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		25/26 Budget		26/27 Budget				27/28 Budget		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4902	Employer Pension	9,035	2,593	6,234	2,097	0	0	0	0	0
4915	Staff Overtime	2,000	0	0	0	0	0	0	0	0
	Overhead Expenditure	467,481	440,015	389,891	137,015	0	90	0	0	0
	Movement to/(from) Gen Reserve	(447,281)	(440,010)	(374,891)	(137,015)	0		0		
202	**Buttermarket**									
1103	Income Market Electricity	0	398	0	242	0	0	0	0	0
1107	Rental Income	5,000	6,540	5,000	1,915	0	0	0	0	0
1155	Buttermarket Unit Hire	2,000	1,558	2,000	0	0	0	0	0	0
1163	Venue Hire	0	250	0	300	0	0	0	0	0
	Total Income	7,000	8,747	7,000	2,457	0	0	0	0	0
4101	Maintenance and Equipment	0	0	0	0	0	1,800	0	0	0
4103	Electricity	3,750	4,351	4,000	820	0	0	0	0	0
4840	Depreciation	5,558	5,558	5,558	1,852	0	0	0	0	0
	Overhead Expenditure	9,308	9,909	9,558	2,672	0	1,800	0	0	0
	Movement to/(from) Gen Reserve	(2,308)	(1,162)	(2,558)	(215)	0		0		

Continued on next page

203	**Events/Christmas Lighting**									
1726	Income-Christmas Lights	1,250	750	0	0	0	0	0	0	0
1907	Armed Forces Day	2,000	2,000	2,000	0	0	0	0	0	0
	Total Income	3,250	2,750	2,000	0	0	0	0	0	0
4126	Security	0	0	10,000	0	0	2,449	0	0	0
4720	Sunday Band Concerts	4,000	627	2,500	942	0	1,549	0	0	0
4721	Brass Explosion	0	0	0	0	0	1,200	0	0	0
4723	Newark Music Festival	31,500	36,462	35,000	500	0	27,684	0	0	0
4725	Christmas Lights Display	65,000	71,385	65,000	30,362	0	0	0	0	0
4726	Christmas Lights Switch On	12,000	18,296	12,000	5,313	0	10,711	0	0	0
4730	Newark on Sea Event	0	0	0	60	0	7,691	0	0	0
4907	Armed Forces Day	3,000	3,271	3,000	2,977	0	5,270	0	0	0
4958	250/400 Anniverasry	0	0	17,500	0	0	5,750	0	0	0
	Overhead Expenditure	115,500	130,041	145,000	40,154	0	62,303	0	0	0
	Movement to/(from) Gen Reserve	(112,250)	(127,291)	(143,000)	(40,154)	0		0		
301	**Cemetery**									
1360	Income-Cemetery General Fees	120,000	122,006	105,000	35,700	0	0	0	0	0
1362	Income-Plinths/Memorial Tablet	25,000	48,635	37,500	16,310	0	0	0	0	0

Continued on next page

1363	Deceased Online	200	206	200	85	0	0	0	0	0

		25/26 Budget		26/27 Budget				27/28 Budget		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	Total Income	145,200	170,846	142,700	52,095	0	0	0	0	0
4028	Telephones	3,750	1,325	2,000	184	0	0	0	0	0
4035	Refreshments	0	75	100	23	0	0	0	0	0
4103	Electricity	2,000	2,844	2,500	1,065	0	0	0	0	0
4104	Gas	2,500	1,995	2,000	996	0	0	0	0	0
4105	Rates	8,500	9,232	9,180	3,759	0	0	0	0	0
4106	Sewerage/Water Charges	1,500	1,376	2,300	1,273	0	0	0	0	0
4116	Green Flag	380	375	380	0	0	0	0	0	0
4129	Insurance	14,000	8,729	9,165	0	0	0	0	0	0
4310	Vehicle Running Costs	6,500	8,671	8,000	2,461	0	0	0	0	0
4311	Mowers & Equip Maintenance	5,000	4,858	4,500	95	0	0	0	0	0
4319	New Cemetery	0	0	0	0	0	4,780	0	0	0
4320	Equipment Tools & Materials	4,000	1,569	3,000	216	0	0	0	0	0
4322	Cemetery Upkeep of Grounds	45,000	40,486	45,000	11,562	0	583	0	0	0
4360	General Cemetery Fees	1,000	0	0	0	0	0	0	0	0
4362	Plinths/Memorial Tablets	6,200	8,445	7,000	2,955	0	717	0	0	0
4363	Deceased Online	300	0	300	0	0	0	0	0	0
4840	Depreciation	35,494	35,494	34,769	11,588	0	0	0	0	0
4841	Deferred Grants Released	-719	-719	-719	-240	0	0	0	0	0

Continued on next page

4900	Payroll Gross	85,357	91,449	100,212	30,876	0	0	0	0	0
4901	Employers NI	9,803	10,778	15,032	3,631	0	0	0	0	0
4902	Employer Pension	12,458	13,527	14,004	4,513	0	0	0	0	0
4915	Staff Overtime	1,000	0	0	0	0	0	0	0	0
5020	Assets Capitalised	0	16,850	0	0	0	0	0	0	0

		25/26 Budget		26/27 Budget				27/28 Budget		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	Overhead Expenditure	244,023	257,358	258,723	74,956	0	6,080	0	0	0
	Movement to/(from) Gen Reserve	(98,823)	(86,511)	(116,023)	(22,861)	0		0		
302	**Allotments**									
1350	Income-Allotment Rents	11,000	12,192	11,500	123	0	0	0	0	0
	Total Income	11,000	12,192	11,500	123	0	0	0	0	0
4102	Maintenance - Allotments	8,000	4,741	6,500	1,146	0	0	0	0	0
4106	Sewerage/Water Charges	5,000	10,050	7,500	1,045	0	0	0	0	0
4131	Subscriptions/Licences	60	70	80	0	0	0	0	0	0
4132	Gate Maintenance & Repairs	1,000	52	1,000	0	0	0	0	0	0
4351	Allotment Bonds	0	109	0	0	0	0	0	0	0
4362	Plinths/Memorial Tablets	0	0	0	0	0	235	0	0	0

Continued on next page

4840	Depreciation	110	110	109	36	0	0	0	0	0
	Overhead Expenditure	14,170	15,132	15,189	2,228	0	235	0	0	0
	Movement to/(from) Gen Reserve	(3,170)	(2,940)	(3,689)	(2,105)	0		0		
303	**Environment & Climate Change**									
1342	Community Infrastructure Levy	0	19,987	0	0	0	0	0	0	0
	Total Income	0	19,987	0	0	0	0	0	0	0
4327	Tree Planting and Maintenance	5,000	0	0	0	0	0	0	0	0
4328	Climate Change Projects	20,000	0	15,000	0	0	0	0	0	0
4840	Depreciation	4,535	4,535	4,535	1,512	0	0	0	0	0

		25/26 Budget		26/27 Budget				27/28 Budget		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
6005	Tfr to Earmarked Reserves	0	19,987	0	0	0	0	0	0	0
	Overhead Expenditure	29,535	24,522	19,535	1,512	0	0	0	0	0
	Movement to/(from) Gen Reserve	(29,535)	(4,535)	(19,535)	(1,512)	0		0		
401	**Public Conveniences**									
				2,000	424	0	0	0	0	0

Continued on next page

		25/26 Budget		26/27 Budget				27/28 Budget		
1619	Income Tolney Lane PCs	4,000	409							
1620	Income St Marks PCs	3,500	4,849	3,500	1,295	0	0	0	0	0
1621	Income - Tolney Lane Kiosk	3,725	3,757	3,725	1,242	0	0	0	0	0
	Total Income	11,225	9,015	9,225	2,961	0	0	0	0	0
4028	Telephones	715	145	500	0	0	0	0	0	0
4035	Refreshments	0	8	50	0	0	0	0	0	0
4103	Electricity	12,000	15,761	12,000	4,928	0	0	0	0	0
4104	Gas	1,000	716	600	454	0	0	0	0	0
4106	Sewerage/Water Charges	4,000	2,543	3,000	1,065	0	0	0	0	0
4129	Insurance	2,750	1,715	1,800	0	0	0	0	0	0
4601	Repairs & Maintenance	5,000	6,671	5,000	8,522	0	0	0	0	0
4602	Material-inc Cleaning	3,000	3,168	3,000	861	0	0	0	0	0
4840	Depreciation	1,380	1,380	1,375	460	0	0	0	0	0
4900	Payroll Gross	59,215	100,349	105,888	36,539	0	0	0	0	0
4901	Employers NI	6,632	11,292	15,876	4,126	0	0	0	0	0
4902	Employer Pension	13,322	21,323	20,916	7,818	0	0	0	0	0
4915	Staff Overtime	7,500	3,629	0	914	0	0	0	0	0
	Overhead Expenditure	116,514	168,698	170,005	65,687	0	0	0	0	0

Continued on next page

Note: Quarter 1 Budget Report 26/27

		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	Movement to/(from) Gen Reserve	(105,289)	(159,682)	(160,780)	(62,727)	0		0		
410	**Devolved Services**									
1400	NSDC Grant	461,570	461,570	312,877	312,878	0	0	0	0	0
	Total Income	461,570	461,570	312,877	312,878	0	0	0	0	0
	Movement to/(from) Gen Reserve	461,570	461,570	312,877	312,878	0		0		
420	**Market Place**									
1103	Income Market Electricity	500	645	100	39	0	0	0	0	0
1107	Rental Income	0	1,930	2,000	1,988	0	0	0	0	0
1500	Market Income - Monday	3,500	3,785	2,500	948	0	0	0	0	0
1501	Market Income - Wednesday	25,000	21,429	13,000	4,260	0	0	0	0	0
1502	Market Income - Thursday	5,000	6,531	3,000	1,688	0	0	0	0	0
1503	Market Income - Friday	18,000	18,527	10,000	5,213	0	0	0	0	0
1504	Market Income - Saturday	38,000	46,485	25,000	11,798	0	0	0	0	0
1505	Market Income - Special	4,000	4,582	3,000	1,439	0	0	0	0	0
1507	Income Caterer/Butcher	2,000	0	0	0	0	0	0	0	0
1512	Armed Forces Day Market	0	1,062	500	0	0	0	0	0	0
1514	Xmas Lights	1,200	1,895	0	0	0	0	0	0	0
1515	Xmas Markets	3,000	959	0	0	0	0	0	0	0

Continued on next page

1516	Craft & Artisan Market	500	507	250	0	0	0	0	0	0
1518	Steampunk Market	1,000	680	0	0	0	0	0	0	0
1723	Music Festival	0	2,339	500	0	0	0	0	0	0
	Total Income	101,700	111,356	59,850	27,372	0	0	0	0	0

		25/26 Budget		26/27 Budget				27/28 Budget		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4025	Printing & Stationery	900	424	500	0	0	4	0	0	0
4065	Refuse Disposal	20,000	22,022	20,000	3,109	0	0	0	0	0
4101	Maintenance and Equipment	5,000	6,556	10,000	7,956	0	0	0	0	0
4103	Electricity	8,000	12,981	10,000	5,204	0	0	0	0	0
4105	Rates	33,000	32,745	25,272	10,296	0	0	0	0	0
4111	Equipment & Tools	3,500	989	4,500	317	0	0	0	0	0
4124	Security - Market Place	850	4,981	1,000	273	0	273	0	0	0
4125	Marketing and Promotions	25,000	10,830	25,000	7,478	0	1,352	0	0	0
4126	Security	0	2,769	0	0	0	0	0	0	0
4129	Insurance	2,000	1,247	1,309	0	0	0	0	0	0
4131	Subscriptions/Licences	750	779	800	295	0	0	0	0	0
4426	Newark Steampunk	0	1,588	0	800	0	0	0	0	0
4730	Newark on Sea Event	12,000	3,763	8,000	250	0	4,493	0	0	0
4840	Depreciation	4,575	4,575	2,595	864	0	0	0	0	0

Continued on next page

4841	Deferred Grants Released	-358	-358	-358	-120	0	0	0	0	0
4899	Newark on Sea Staff Costs	1,500	0	0	0	0	0	0	0	0
4900	Payroll Gross	110,000	62,467	90,878	29,665	0	0	0	0	0
4901	Employers NI	7,500	9,835	13,631	4,280	0	0	0	0	0
4902	Employer Pension	17,000	16,225	18,266	6,949	0	0	0	0	0
4904	Casual Staff	8,000	16,666	14,000	4,011	0	0	0	0	0
4907	Armed Forces Day	0	1,411	2,000	0	0	0	0	0	0
4915	Staff Overtime	6,000	10,337	0	3,068	0	0	0	0	0
5020	Assets Capitalised	0	1	0	0	0	0	0	0	0
6005	Tfr to Earmarked Reserves	0	125,000	0	0	0	0	0	0	0

		25/26 Budget		26/27 Budget				27/28 Budget		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	Overhead Expenditure	265,217	347,834	247,393	84,695	0	6,122	0	0	0
	Movement to/(from) Gen Reserve	(163,517)	(236,478)	(187,543)	(57,322)	0		0		
421	**Newark Heart**									
4735	Xmas Markets Enhancement	0	651	0	0	0	0	0	0	0
	Overhead Expenditure	0	651	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	(651)	0	0	0		0		

Continued on next page

		25/26 Budget		26/27 Budget				27/28 Budget		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
422	**Newark Creates**									
1005	Newark Creates Art Council	0	89,397	0	31,517	0	0	0	0	0
1537	Grants Received	0	0	0	10,000	0	0	0	0	0
	Total Income	0	89,397	0	41,517	0	0	0	0	0
4710	Arts Council Grant Expenses	0	86,995	0	16,606	0	0	0	0	0
	Overhead Expenditure	0	86,995	0	16,606	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	2,402	0	24,911	0		0		
429	**P & OS General**									
1109	Income - Collis Close	4,000	3,667	4,000	4,000	0	0	0	0	0
1111	Income - Sherwood Avenue Park	0	2,552	0	0	0	0	0	0	0
1112	Grants - Tolney Lane Play Park	0	1,243	0	0	0	0	0	0	0
	Total Income	4,000	7,462	4,000	4,000	0	0	0	0	0
4079	Riverside Play Park	0	0	0	1,234	0	0	0	0	0
4080	Riverside Park Maintenance	5,000	4,932	5,000	2,039	0	0	0	0	0

Continued on next page

4081	Shwd Ave East Maintenance	5,000	6,104	4,000	148	0	0	0	0	0
4082	Shwd Ave West Maintenance	7,500	1,267	5,000	148	0	0	0	0	0
4084	Beaumond Gdns Maintenance	500	160	0	67	0	0	0	0	0
4099	Bowling Greens Maintenance	20,000	22,080	22,000	4,289	0	0	0	0	0
4101	Maintenance and Equipment	15,000	16,677	15,000	3,123	0	155	0	0	0
4103	Electricity	1,500	6,552	5,000	4,605	0	0	0	0	0
4104	Gas	0	1,253	1,500	0	0	0	0	0	0
4106	Sewerage/Water Charges	500	3,183	4,000	745	0	0	0	0	0
4117	SLA Parks	235,300	235,301	244,242	0	0	0	0	0	0
4126	Security	8,500	8,551	8,500	2,400	0	0	0	0	0
4129	Insurance	2,000	1,247	1,309	0	0	0	0	0	0
4131	Subscriptions/Licences	1,200	570	750	0	0	0	0	0	0
4840	Depreciation	908	908	416	140	0	0	0	0	0
4841	Deferred Grants Released	-555	-555	-555	-184	0	0	0	0	0
5019	Capital Expenditure	0	0	0	0	0	0	0	0	0
5020	Assets Capitalised	0	114,708	0	0	0	0	0	0	0
5025	Assets Funded By Grants	0	-77,685	0	0	0	0	0	0	0
6006	Tfr from Earmarked Reserves	0	-16,097	0	0	0	0	0	0	0
	Overhead Expenditure	302,353	329,155	316,162	18,754	0	155	0	0	0
	Movement to/(from) Gen Reserve	(298,353)	(321,693)	(312,162)	(14,754)	0		0		
430	**P & O S - Riverside**									
1537	Grants Received	0	0	0	72,789	0	0	0	0	0

Continued on next page

		25/26 Budget		26/27 Budget				27/28 Budget		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	Total Income	0	0	0	72,789	0	0	0	0	0
4101	Maintenance and Equipment	0	111	0	0	0	0	0	0	0
4840	Depreciation	6,773	19,319	18,646	6,216	0	0	0	0	0
4841	Deferred Grants Released	0	-8,844	-8,844	-2,948	0	0	0	0	0
	Overhead Expenditure	6,773	10,586	9,802	3,268	0	0	0	0	0
	Movement to/(from) Gen Reserve	(6,773)	(10,586)	(9,802)	69,521	0		0		
431	**P & O S - T Lane Play Area**									
4840	Depreciation	5,607	5,607	5,607	1,868	0	0	0	0	0
	Overhead Expenditure	5,607	5,607	5,607	1,868	0	0	0	0	0
	Movement to/(from) Gen Reserve	(5,607)	(5,607)	(5,607)	(1,868)	0		0		
433	**P & O S - Beaumond Gdns/BP**									
4840	Depreciation	568	568	562	188	0	0	0	0	0
	Overhead Expenditure	568	568	562	188	0	0	0	0	0

Continued on next page

		25/26 Budget		26/27 Budget				27/28 Budget		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	Movement to/(from) Gen Reserve	(568)	(568)	(562)	(188)	0		0		
435	**P & O S - Fountain Gardens**									
4840	Depreciation	2,007	2,007	2,007	668	0	0	0	0	0
	Overhead Expenditure	2,007	2,007	2,007	668	0	0	0	0	0
	Movement to/(from) Gen Reserve	(2,007)	(2,007)	(2,007)	(668)	0		0		
436	**P & O S - Sherwood Ave Pk East**									
1440	Tennis Court Income	2,500	2,045	2,500	835	0	0	0	0	0
	Total Income	2,500	2,045	2,500	835	0	0	0	0	0
4101	Maintenance and Equipment	0	453	0	0	0	0	0	0	0
4106	Sewerage/Water Charges	3,500	0	3,500	0	0	0	0	0	0
4440	Tennis Court Expenditure	1,000	719	2,000	2,900	0	0	0	0	0
4840	Depreciation	7,518	7,518	7,518	2,508	0	0	0	0	0
4841	Deferred Grants Released	-6,059	-6,059	-6,059	-2,020	0	0	0	0	0
	Overhead Expenditure	5,959	2,631	6,959	3,388	0	0	0	0	0

Continued on next page

Note: Quarter 1 Budget Report 26/27

		25/26 Budget		26/27 Budget				27/28 Budget		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	Movement to/(from) Gen Reserve	(3,459)	(586)	(4,459)	(2,553)	0		0		
437	**P & O S - Sherwood Ave Park We**									
4840	Depreciation	12,339	12,339	12,339	4,112	0	0	0	0	0
	Overhead Expenditure	12,339	12,339	12,339	4,112	0	0	0	0	0
	Movement to/(from) Gen Reserve	(12,339)	(12,339)	(12,339)	(4,112)	0		0		
440	**POS - Farndon Rd The I**									
4840	Depreciation	402	402	402	136	0	0	0	0	0
	Overhead Expenditure	402	402	402	136	0	0	0	0	0
	Movement to/(from) Gen Reserve	(402)	(402)	(402)	(136)	0		0		
442	**POS - Newbury Rd Estat**									
4840	Depreciation	1,783	1,783	1,783	596	0	0	0	0	0
	Overhead Expenditure	1,783	1,783	1,783	596	0	0	0	0	0
	Movement to/(from) Gen Reserve	(1,783)	(1,783)	(1,783)	(596)	0		0		

Continued on next page

450	**POS Estates - Barnby Rd Comm P**									
4840	Depreciation	2,838	2,838	2,838	948	0	0	0	0	0
	Overhead Expenditure	2,838	2,838	2,838	948	0	0	0	0	0
	Movement to/(from) Gen Reserve	(2,838)	(2,838)	(2,838)	(948)	0		0		
453	**Beastmarket Hill**									
4840	Depreciation	676	676	676	224	0	0	0	0	0
	Overhead Expenditure	676	676	676	224	0	0	0	0	0
	Movement to/(from) Gen Reserve	(676)	(676)	(676)	(224)	0		0		
500	**Museum**									
1537	Grants Received	0	5,932	0	0	0	0	0	0	0
1770	Income-Museum	0	2,600	500	285	0	0	0	0	0
	Total Income	0	8,532	500	285	0	0	0	0	0
4125	Marketing and Promotions	2,000	4,466	4,000	179	0	0	0	0	0
4129	Insurance	9,000	5,610	0	0	0	0	0	0	0
4776	Museum Collection Repairs	4,000	4,080	4,000	0	0	0	0	0	0
4777	Museum Freelance Staff	0	3,240	0	600	0	0	0	0	0
4900	Payroll Gross	25,119	33,348	43,810	9,272	0	0	0	0	0

Continued on next page

		25/26 Budget		26/27 Budget				27/28 Budget		
4901	Employers NI	3,000	0	0	0	0	0	0	0	0
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4902	Employer Pension	5,000	36	30	31	0	0	0	0	0
	Overhead Expenditure	48,119	50,781	51,840	10,081	0	0	0	0	0
	Movement to/(from) Gen Reserve	(48,119)	(42,249)	(51,340)	(9,796)	0		0		
501	**Leisure**									
4840	Depreciation	8,500	8,500	0	0	0	0	0	0	0
	Overhead Expenditure	8,500	8,500	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(8,500)	(8,500)	0	0	0		0		
601	**Capital Charges**									
897	Deferred Grants Released	7,691	16,535	16,535	5,512	0	0	0	0	0
901	Land & Buildings	291,194	291,194	291,183	97,060	0	0	0	0	0
921	Vehicles & Equipment	29,269	29,769	18,564	6,188	0	0	0	0	0
941	Infrastructure Assets	34,341	46,887	45,720	15,240	0	0	0	0	0
961	Community Assets	5,152	5,152	5,152	1,716	0	0	0	0	0
4906	Recharges	0	0	0	50	0	0	0	0	0
5040	Depreciation Reversal	-359,956	-373,002	-360,619	-120,212	0	0	0	0	0

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5041	Capital Charges Income	-359,956	-373,002	-360,619	-120,212	0	0	0	0	0
	Overhead Expenditure	-352,265	-356,467	-344,084	-114,658	0	0	0	0	0
	Movement to/(from) Gen Reserve	352,265	356,467	344,084	114,658	0		0		

701 Central Costs-Staff Contingen

1900	Precept Received	1,299,163	1,299,163	1,381,498	690,749	0	0	0	0	0

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		25/26 Budget		26/27 Budget				27/28 Budget		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
	Total Income	1,299,163	1,299,163	1,381,498	690,749	0	0	0	0	0
4801	PWLB - Interest	33,166	31,295	34,000	15,283	0	0	0	0	0
4802	PWLB - Premium	33,116	34,987	34,000	17,857	0	0	0	0	0
4903	Pension Top Up	12,300	12,300	19,270	4,100	0	0	0	0	0
	Overhead Expenditure	78,582	78,581	87,270	37,241	0	0	0	0	0
	Movement to/(from) Gen Reserve	1,220,581	1,220,582	1,294,228	653,508	0		0		

801 Doris Bainbridge I & E

		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1870	Income-Interest Received	500	1,149	150	0	0	0	0	0	0
1871	Share Sale Receipts	0	0	0	14,000	0	0	0	0	0
	Total Income	500	1,149	150	14,000	0	0	0	0	0
4136	CCLA Fees	200	171	100	0	0	0	0	0	0
	Overhead Expenditure	200	171	100	0	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 4)

Note: Quarter 1 Budget Report 26/27

Movement to/(from) Gen Reserve	300	978	50	14,000	0		0		
Total Budget Income	2,343,808	2,432,602	2,193,300	1,275,246	0	0	0	0	0
Expenditure	2,091,677	2,327,146	2,192,171	664,797	0	90,404	0	0	0
Movement to/(from) Gen Reserve	252,131	105,456	1,129	610,449	0		0		

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