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**RINGWOOD TOWN COUNCIL**

**FINANCIAL REPORTS FOR**

**POLICY & FINANCE COMMITTEE MEETING**

**21ST APRIL 2010**

**POLICY AND FINANCE COMMITTEE 21ST APRIL 2010****BANK BALANCES**

<b>ACCOUNT NAME</b>	<b><u>YEAR ENDED</u> <u>31/03/2009</u></b>	<b><u>AS AT</u> <u>28/02/2010</u></b>	<b><u>AS AT</u> <u>31/03/2010</u></b>
	<b>£</b>	<b>£</b>	<b>£</b>
Imprest (Current) Account	1,749	10,674	10,615
Business Account	45,829	50,859	95,862
Investment Account	300,000	330,000	250,000
Petty Cash	48	111	115
<b>TOTAL BANK BALANCES</b>	<b>347,626</b>	<b>391,644</b>	<b>356,592</b>

**Note**

1. The bank accounts have been reconciled as at **31st March 2010**.

**POLICY AND FINANCE COMMITTEE 21ST APRIL 2010****INTER ACCOUNT TRANSFER AUTHORISATIONS**

£

**IMPREST ACCOUNT TO BUSINESS ACCOUNT**

None

**BUSINESS ACCOUNT TO IMPREST ACCOUNT**

15 April 2010 (max. £30,000)

**INVESTMENTS & RE-INVESTMENTS**

Invest Lloyds TSB 30 April 2010 for 2 months

Invest Lloyds TSB 30 April 2010 for 1 month

Re-invest Santander 27 April 2010 (3 or 6 months)

**AUTHORISATIONS**

DATE

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21 April 2010-----  
21 April 2010**Note**

The investments with Lloyds TSB, totalling £180,000, will be most of the first instalment of the precept due 30 April.

## POLICY AND FINANCE COMMITTEE 21ST APRIL 2010

LIST OF PAYMENTS FROM PETTY CASH ACCOUNT  
FOR THE PERIOD 1 TO 31 MARCH 2010

Date	Details	Payments
<b>Mar</b>		<b>£</b>
1	Mrs A Brewer SR2 - Return Of Allotment Key Deposit	10.00
10	Waitrose - Handwash	1.26
15	Homebase - Mop & Bucket For Pavilion	19.98
15	Mrs S Champion UK21 - Return Of Allotment Key Deposit	10.00
17	Waitrose - Refreshments & Washing Up Liquid	3.59
18	Mr Norman UK47A - Return Of Allotment Key Deposit	10.00
19	Sainsburys - Refreshments For SLCC Meeting	7.54
19	In Excess - Rope For Marking Out Allotments	7.80
22	ATC Shoe Repairs - Southampton Rd Allots Gate Keys x 2	9.00
25	Clean As A Whistle (Incl Notice Boards & Taxi Rank)	45.00
25	In Excess - Various Items For Seats	10.25
26	Tesco - Refreshments	7.25
30	In Excess - Rope For Marking Out Allotments	5.85
<b>TOTAL</b>		<b>147.52</b>

## AUTHORISATIONS

DATE

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21 April 2010-----  
21 April 2010

## POLICY AND FINANCE COMMITTEE 21ST APRIL 2010

LIST OF PAYMENTS FROM IMPREST BANK ACCOUNT  
FOR THE PERIOD 1 TO 31 MARCH 2010

Date	Chq No	Details	Description	Amount
Mar				£
2	0481	Indicator Ltd	Greenways - Ann Subscrip. To Tips & Advice	133.00
2	0483	HCC	Greenways - Stationery	36.50
2	0484	Canotec	Greenways - 6,480 Copies 27/01-26/02	37.31
2	0485	R King	All Sites - Asbestos Survey	380.00
3	0486	Carr & Neave	1st Floor Greenways - Letting Agents	1,198.50
3	0487	Meesons	1st Floor Greenways - Lease	1,549.50
3	0488	Mrs Bartlett	Allotments - Refund Of Half Years Rent SR2	16.00
3	0489	NFDC	Festival - Road Closure Application	126.75
4	6884	SLCC	Reg. For Cert In Local Council Admin - TS & JS	300.00
9	0490	Ace	Greenways - Coffee & Hot Chocolate	22.48
9	0491	Elliots	Cemetery - Grit	20.87
9	0492	RM Smith Fencing	Carvers/Greenways Timber Posts, Rails & Pins	107.51
9	0493	EDF Energy	1st Floor Greenways - Elec Bill	133.06
9	0494	Peter Noble	Services on Topper & Mowers	2,393.42
15	0495	HCC	Pensions - February 10	4,325.22
16	0496	Cutting Edge Joinery	Drop In Centre - Kitchen & Toilet	924.00
16	0497	Elliots	Various Small Tools	86.02
16	0498	HCC	Pedestrian Mower Inspection Sheets	79.90
16	0499	Supplies Team	Greenways - Print Cartridges	39.93
16	0500	RM Smith Fencing	Allotments - Clip Gun & Timber Posts	266.14
16	0501	Howdens	Drop In Centre - Kitchen	1,366.47
16	0502	NFDC	Hire Of Room For Six Meetings	138.00
16	0503	Canotec	Greenways - IT Support 23/03/10-22/06/10	111.57
23	0504	Peter Best	Carvers - Tree work	293.75
23	0505	Elliots	Allotments - Paving Slabs	89.39
23	0506	RM Smith Fencing	Allotments - Posts,Netting,Wire and Staples	331.35
23	0507	The Consortium	Greenways - Chair	82.24
23	0508	Supplies Team	Greenways - Print Cartridges	157.19
23	0510	Pitney Bowes	Franking Machine- Postage Meter Reset	526.23
23	0511	SITA	Cemetery - Refuse 01/03-31/05/10	358.36
23	0512	Unison	Subscription Oct 09 - Mar 10	58.20
30	0513	Ian Dods	Greenways - Replace Lock On Back Door	191.88
30	0514	Blue Chip	Greenways - 1 Day Engineering Labour Pack	681.50
30	0515	HCC	Greenways - Stationery	113.23
30	0516	Elliots	Skate Park - Grit & Bolts	31.04
30	0517	P Wiseman	Cemetery Road & Bowling Club Path	1,263.26
30	0518	Machine Mart	Three Piece Pliers	74.00
30	0519	Canotec	Greenways - 4,852 Copies 26/02-24/03	27.93
30	0520	Southern Electric	Festive Lights - Final Bill	38.58
30	0521	SM Lockyer	Cemetery - Maintenance Of Path	705.00
30	0522	R Tonks	Work At Drop In/Pavilion/Cemetery/Sheds	1,280.73
30	0523	The Consortium	Cemetery - Surface Cleaner	36.35
31	0524	HCC	Greenways - Stationery	13.40
31	0525	Hutchins	Drop In - Sockets & Water Heater	246.75
31	0526	Christchurch Timber	Seats Maintenance - War Memorial Gardens	1,146.37
1	SO	TLC On-Line	Web Site Maint. - Mar 10	70.00
1	DD	Aviva	Main Insurance - Mar 10	723.13
2	DD	Aviva	Vehicle Insurance - Mar 10	214.99
1	DD	BT	Contract Rentals	203.10
3	DD	Zurich Assurance	February 10	196.13
8	DD	CNH Capital	Holland Tractor HP Pay. - Mar 10	668.87
23	DD	BNP Paribas	Photocopier - Qtrly Rental	316.83
31	DD	Zurich Assurance	March 10	148.71
11	BGC	WSB	Agents Fees - Mar 10	111.63
17	On-Line	Inland Revenue	N.I/PAYE-February 10	4,133.67
25		Staff	Salaries-March 10	12,926.95
			<b>TOTAL</b>	<b>41,252.89</b>

## AUTHORISATIONS

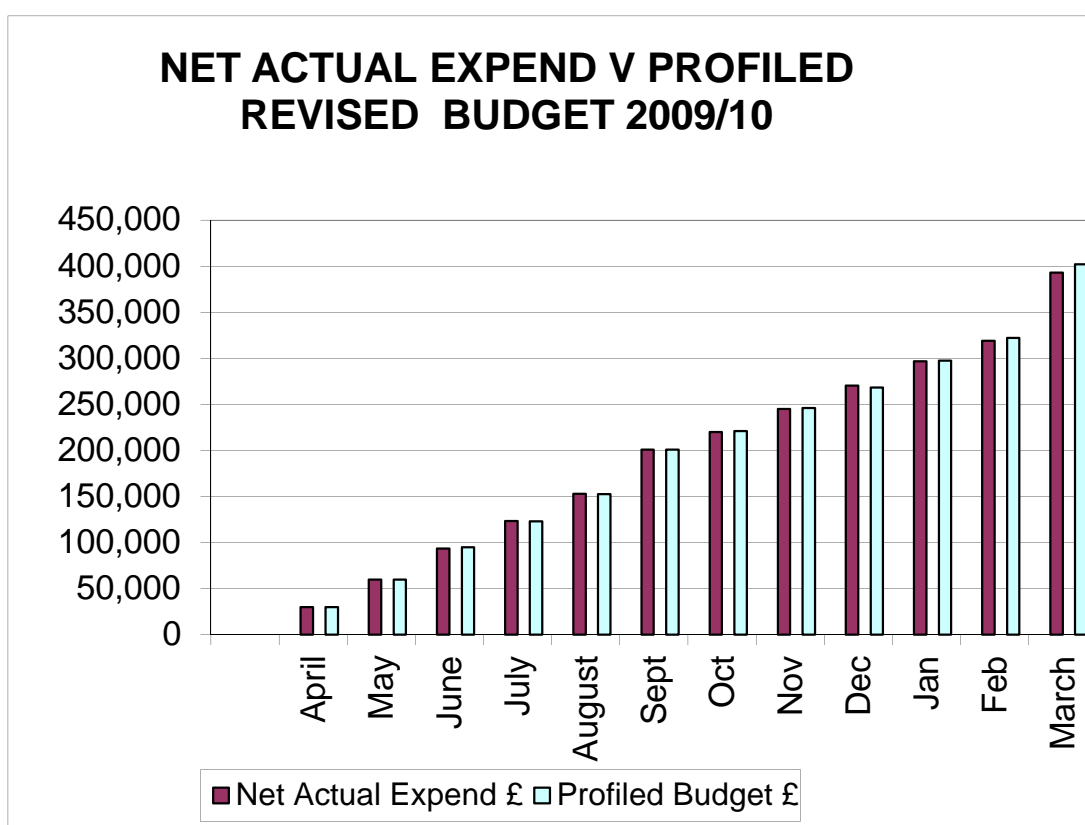
DATE

21 April 2010

21 April 2010

### SUMMARY BUDGETARY CONTROL REPORT FOR APRIL 2009 TO MARCH 2010

<u>ALL COMMITTEES</u>	<u>Revised Budget</u> £	<u>Probable Actual</u> £	<u>Variance</u> £
<b>EXPENDITURE</b>			
POLICY & FINANCE COMMITTEE	195,870	191,429	-4,441
RECREATION, LEIS & O/S COM	382,230	304,232	-77,998
PLANNING TOWN & ENVIRON	18,900	18,523	-377
<b>TOTAL EXPENDITURE</b>	<b>597,000</b>	<b>514,184</b>	<b>-82,816</b>
<b>INCOME</b>			
POLICY & FINANCE COMMITTEE	-23,050	-20,238	2,812
RECREATION, LEIS & O/S COM	-157,220	-100,385	56,835
PLANNING TOWN & ENVIRON	0	0	0
<b>TOTAL INCOME</b>	<b>-180,270</b>	<b>-120,623</b>	<b>59,647</b>
<b>COUNCIL'S NET COMMITTEE EXPENDITURE</b>	<b>416,730</b>	<b>393,561</b>	<b>-23,169</b>
Transfer from General Reserve	-39,800	-16,631	
<b>PRECEPT 2009/10</b>	<b>376,930</b>	<b>376,930</b>	



**SUMMARY BUDGETARY CONTROL REPORT  
FOR APRIL 2009 TO MARCH 2010**

	<b>Revised Budget £</b>	<b>Probable Actual £</b>	<b>Variance £</b>
<b><u>POLICY &amp; FINANCE COMMITTEE</u></b>			
<b><u>EXPENDITURE</u></b>			
Establishment	49,080	49,309	229
Maintenance	6,900	7,091	191
Employee Direct Costs	1,990	1,740	-250
Employee Allocated Costs	82,800	81,355	-1,445
Member Costs	10,600	10,274	-326
Grants	6,800	7,137	337
Festival Expenses(net)	2,300	2,255	-45
Other	35,400	32,268	-3,132
<b>COMMITTEE EXPENDITURE</b>	<b>195,870</b>	<b>191,429</b>	<b>-4,441</b>
<b>COMMITTEE INCOME</b>	<b>-23,050</b>	<b>-20,238</b>	<b>2,812</b>
<b><u>POLICY &amp; FINANCE COMMITTEE</u></b>			
<b>TOTAL NET EXPENDITURE</b>	<b>172,820</b>	<b>171,191</b>	<b>-1,629</b>
<b><u>HOLDING ACCOUNTS</u></b>			
<b><u>EXPENDITURE</u></b>			
Employee Direct Costs	252,860	251,581	-1,279
<b>HOLDING ACCOUNTS EXPEND.</b>	<b>252,860</b>	<b>251,581</b>	<b>-1,279</b>
<b>HOLDING ACCOUNTS INCOME</b>	<b>-252,860</b>	<b>-251,581</b>	<b>1,279</b>
<b>TOTAL NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>

**SUMMARY BUDGETARY CONTROL REPORT  
FOR APRIL 2009 TO MARCH 2010**

<b>RECREATION, LEISURE &amp; OPEN SPACES COMMITTEE</b>	<b>Revised Budget</b>	<b>Probable Actual</b>	<b>Variance</b>
<b>EXPENDITURE</b>	<b>£</b>	<b>£</b>	<b>£</b>
Establishment	8,600	8,731	131
Maintenance	42,030	34,481	-7,549
Machinery	15,200	13,227	-1,973
Employee Direct Costs	820	0	-820
Employee Allocated Costs	118,540	117,840	-700
Planters	3,500	1,467	-2,033
Activities Expenses	9,000	9,780	780
Contributions to Provisions	10,000	10,000	0
Other	1,000	857	-143
Capital Expenditure	122,930	57,763	-65,167
<b>CEMETERY</b>			
Establishment	3,820	3,930	110
Maintenance	5,400	6,087	687
Machinery	1,300	0	-1,300
Employee Direct Costs	100	0	-100
Employee Allocated Costs	28,960	29,052	92
<b>ALLOTMENTS</b>			
Establishment	1,200	995	-205
Maintenance	670	953	283
Employee Allocated Costs	9,010	8,919	-91
Other	150	150	0
<b>COMMITTEE EXPENDITURE</b>	<b>382,230</b>	<b>304,232</b>	<b>-77,998</b>
<b>INCOME</b>			
Recreation, Leisure & O/S	-95,790	-66,248	29,542
Cemetery	-14,030	-16,718	-2,688
Allotments	-2,400	-2,658	-258
Capital Expend Finance	-45,000	-14,761	30,239
<b>COMMITTEE INCOME</b>	<b>-157,220</b>	<b>-100,385</b>	<b>56,835</b>
<b>RECREATION, LEISURE &amp; OPEN SPACES COMMITTEE</b>			
<b>TOTAL NET EXPENDITURE</b>	<b>225,010</b>	<b>203,847</b>	<b>-21,163</b>

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<b>PLANNING, TOWN &amp; ENVIRONMENT COMMITTEE</b>	<b>Revised Budget</b>	<b>Probable Actual</b>	<b>Variance</b>
<b>EXPENDITURE</b>	<b>£</b>	<b>£</b>	<b>£</b>
Establishment	6,350	6,133	-217
Employee Allocated Costs	12,550	12,390	-160
<b>COMMITTEE EXPENDITURE</b>	<b>18,900</b>	<b>18,523</b>	<b>-377</b>
<b>COMMITTEE INCOME</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL NET EXPENDITURE</b>	<b>18,900</b>	<b>18,523</b>	<b>-377</b>

## CAPITAL EXPENDITURE APRIL 2009 TO MARCH 2010

Code		<u>Revised Budget 2009/10</u> £	<u>Probable Actual</u> £	<u>Variance From Revised Bud</u> £
	<b><u>EXPENDITURE</u></b>			
	<b><u>RECREATION, LEISURE &amp; OPEN SPACES</u></b>			
217932	Long Lane Development	6,000	6,000	0
217937	Danny Cracknell Pocket Park	51,000	0	51,000
217945	Cemetery extension of road	32,210	28,041	4,169
217946	Replacement Tractor 2008/09	16,720	16,722	-2
1120	Loan advance	3,000	3,000	0
217949	Carvers playground - slide	10,000	0	10,000
217951	Carvers access path for disabled	4,000	4,000	0
	<b>Total Rec Leis &amp; OS</b>	<b>122,930</b>	<b>57,763</b>	<b>65,167</b>
	<b>TOTAL EXPENDITURE</b>	<b>122,930</b>	<b>57,763</b>	<b>65,167</b>
	<b><u>FINANCING</u></b>			
	General Fund Account	47,430	43,003	4,427
	Provisions	4,000	4,000	0
	Grant	24,000	4,000	
	Developers' Contributions	41,000	0	41,000
	Capital Receipt	6,500	6,760	-260
	<b>TOTAL FINANCING</b>	<b>122,930</b>	<b>57,763</b>	<b>45,167</b>

# RINGWOOD TOWN COUNCIL

## BUDGETARY CONTROL SUMMARY DATA 2009/10

Year	Month		Net Actual Expend		Profiled Budget
			£		£
2009	April		30,000		30,000
	May		60,000		60,000
	June		93,700		94,900
	July		123,500		123,000
	August		153,040		152,600
	Sept		200,830		201,000
	Oct		220,000		221,000
	Nov		245,000		246,000
	Dec		270,250		268,190
	2010	Jan		296,800	
Feb			319,000		322,000
March			393,000		402,000

## REPORT TO POLICY & FINANCE COMMITTEE – 21 April 2010

### BUDGETARY CONTROL - PROBABLE ACTUALS 2009/10

#### 1. BACKGROUND

- 1.1 The purpose of this report is to inform Members of the probable actual income and expenditure for the 2009/10 financial year, compared with the forecast outturn that was made at the March meeting. The final accounts report will be submitted to this Committee in May.
- 1.2 The May report will include recommendations on transfers to provisions, when the year end adjustments have been finalised.

#### 2. APRIL 2009 TO MARCH 2010

- 2.1 Page 1 of Appendix 1 attached to this report shows that the Council's probable actual net Committee expenditure for the year is £393,561, compared with the forecast outturn of £404,240, as reported in March.

- 2.2 The net Committee expenditure includes the following suggested additional transfers to provisions:-

	£
Signage	500
Maintenance in the closed churchyard	3,000
Southampton Road environmental improvements	5,000
Poulner Lakes	500
Greenways external decorations	1,000
Jubilee lamp	2,000
Under 18's entertainment	<u>1,000</u>
Total	<u>13,000</u>

- 2.3 Pages 2 and 3 of Appendix 1 show the financial position for this Committee, the Recreation, Leisure and Open Spaces Committee and the Planning, Town and Environment Committee.
- 2.4 Appendix 2 shows the probable actual for capital expenditure schemes. Capital expenditure for the year was £57,763, compared with the previously reported outturn of £64,930. The schemes for the Danny Cracknell Pocket Park (£51,000), and Carvers' Playground Slide (£10,000), will be carried forward to 2010/11.

#### 3. FINANCIAL IMPLICATIONS

- 3.1 The current forecast balance of the General Reserve at 31 March 2010 is £167,000, compared with its balance at 31 March 2009 of just over £184,000. This keeps it in line with the prudential financial level of £150,000.
- 3.2 By transferring the sums indicated in paragraph 2.2 above to provisions, this will still enable the expenditure to be incurred on those specific expenditure items in future years without affecting the General Reserve balance.

#### 4. RECOMMENDATION

- 4.1 It is RECOMMENDED that this report is noted.

For further information please contact:  
 Terry Simpson, Town Clerk  
 Tel: 01425 473883