

RINGWOOD TOWN COUNCIL

FINANCIAL REPORTS FOR

POLICY & FINANCE COMMITTEE MEETING

21ST JULY 2010

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

ACCOUNT NAME	<u>YEAR ENDED</u> <u>31/03/2010</u>	<u>AS AT</u> <u>31/05/2010</u>	<u>AS AT</u> <u>30/06/2010</u>
	£	£	£
Imprest (Current) Account	10,615	72,518	26,038
Business Account	95,862	75,870	60,873
Investment Account	250,000	350,000	380,000
Petty Cash	115	94	100
TOTAL BANK BALANCES	356,592	498,482	467,011

Note

1. The bank accounts have been reconciled as at **30th June 2010**.

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

£

IMPREST ACCOUNT TO BUSINESS ACCOUNT

August 2010

30,000**BUSINESS ACCOUNT TO IMPREST ACCOUNT**

July 2010

20,000

August 2010

30,000

September 2010

30,000**INVESTMENTS & RE-INVESTMENTS**

Lloyds TSB 31 August 2010 for 1 month

50,000**AUTHORISATIONS****DATE**-----
21st July 2010-----
21st July 2010

POLICY AND FINANCE COMMITTEE 21st JULY 2010**LIST OF PAYMENTS FROM PETTY CASH ACCOUNT
FOR THE PERIOD 1 TO 30 JUNE 2010**

Date	Details	Payments
June		£
1	Mr Patience SR8 - Allotment Key Deposit Return	10.00
2	Post Office - Payment Of Extra Postage	1.10
3	Key Cut For Southampton Road Bollard	4.95
7	Mr Bradfield UK47A - Allotment Key Deposit Return	10.00
9	Elliots - Nails	3.48
14	Waitrose - Milk	0.86
15	Mr Rose UK45 - Allotment Key Deposit Return x 2	20.00
23	WH Smith - 4GB Memory Stick	9.99
25	Tesco - Coffee & Chocolates For Students	8.21
28	B&Q - Shears & Painting Equipment	48.98
30	Framptons - Scales For Training	9.95
30	Waitrose - Chocolates For Student Leavers	3.00
TOTAL		130.52

AUTHORISATIONS**DATE**-----
21 July 2010-----
21 July 2010

POLICY AND FINANCE COMMITTEE 21 JULY 2010**LIST OF PAYMENTS FROM IMPREST BANK ACCOUNT
FOR THE PERIOD 1 TO 30 JUNE 2010**

Date	Cheque No	Details	Description	Amount £
1	0581	Mr B Guy	Annual Licence	1,400.00
1	0582	Hampshire County Council	Contrib. Towards Southampton Rd Improvements	5,000.00
2	0583	Bournemouth & West Hants Water	Hire Of Standpipe & Deposit	140.00
8	0584	Blue Chip	Annual Renewal Of Anti-Viral Software	481.83
8	0585	MG Signs	Carvers Pavilion - Drinking Water Sign	3.87
8	0586	The Consortium	Greenways & Carvers - Handtowels	25.78
8	0587	Eco Sustainable Solutions	Football Ground - Super Soil	25.32
8	0588	Shaw & Sons	Greenways - Stationery	57.46
8	0589	GB Sport & Leisure	Ashgrove - Seat	84.01
8	0590	Ringwood Skip Hire	Cemetery & Upper Kingston Allotments	498.20
8	0591	South East Employers	Greenways - Copy Of 'Green Book' CD	7.05
8	0592	Conrad Curtis	Pedal Car - Touch Screen For lap Counting	312.00
8	0593	Elliotts	Open Spaces - Drymix & Padlock	38.34
8	0594	Forest Newspapers	Annual Assembly Advert	76.38
8	0595	Melba Swintex	Bickerley - Litter Bin By Seat	119.03
8	0596	Canotec	Greenways - Photocopier Staples	44.65
8	0597	Canotec	Greenways - Renewal Of Invu & P/Copier Site Supp Cont	869.44
8	0598	Frame-Craft Gallery	Mount & Frame Of Honorary Freeman Certificate	39.15
8	0599	Mr Field	Allotments - UK1A Return Of Key Deposit	10.00
8	0600	New Forest District Council	Audit Service 09/10	1,410.00
8	0601	New Forest District Council	Hire Of Meeting Room 26/05/10	23.00
16	0602	ORC Tree Services	Cemetery & Allotments - Tree Work	1,300.00
16	0603	Hampshire County Council	Pensions - May 10	4,005.20
16	0604	Elliotts	Cemetery - Wooden Edging	74.73
16	0605	Abbas Cabins	Bickerley - Chemical Toilet (Rechgd To Fair)	65.94
16	0606	Quick Signs	Garden Seat-Royal Brit Legion Plaque (Rechgd To RBL)	32.90
16	0607	Peter Noble	Work On Massey/Locking Post/Var. Machine Purchases	518.28
16	0608	Russell Bird	Payroll Services - Quarter Ended 31/03/10	200.00
16	0609	SITA	Cemetery - Quarterly Service Charge 01/06-31/08/10	364.11
16	0610	BT	Cemetery - Internet 06-08/10	53.29
16	0611	Hutchin Services	Carvers Pavilion - Install Heater	152.75
16	0612	New Forest District Council	Greenways - Sanitary Bin Service & Diaries	21.02
16	0613	Melba Swintex	Open Spaces - Doggy Litter Bin Lid Only	12.93
21	6915	Pearson Panke	Cemetery - Service Of Topple Tester	173.90
23	0614	New Forest District Council	Dog Bin Emptying Service - Six Month Charge	432.19
23	0615	Pams Plants	Summer Floral Display	1,801.50
23	0616	2515 Rwd/Fbridge Squadron	Grant For Minibus - P&F 16/06/10 F/4594(1)	100.00
23	0617	Royal British Legion	Grant For Pipe Band - D61P&F 16/06/10 F/4594(2)	50.00
23	0618	Greyfriars Pre-School	Grant For Play Equipment - P&F 16/06/10 F/4594(3)	250.00
23	0619	Poulner Baptist Chapel	Grant For Improvement - P&F 16/06/10 F/4594(4)	100.00
28	0620	Clr L C Ford	2010/11 Mayors Allowance	980.00
29	0621	Visionary Promotions	Festival - Hi Vision Vests x 71	199.00
1	DD	New Forest District Council	Greenways - Rates June 10	455.00
1	DD	New Forest District Council	Cemetery - Rates June 10	286.00
1	DD	TLC On-Line	Web Site Maint. - June 10	70.00
1	DD	Aviva	Main Insurance - June 10	723.13
1	DD	Canotec	Copy Charge 24/03-23/04/10 - 6,456 Copies	37.17
2	DD	BT	Quarterly Contract Rentals	203.10
9	DD	UK Fuels	June 10	86.33
6	DD	CNH Capital	Holland Tractor HP Pay. - June 10	668.87
11	DD	Sage UK Ltd	Monthly Maintenance - June 10	124.98
23	DD	BNP Paribas	Quarterly Photocopier Rental	316.83
29	DD	Zurich Assurance	June 10	167.79
4	BGC	WSB	Agents Fees - June 10	111.63
16	On-Line	Inland Revenue	P.A.Y.E. & Tax May 10	4,161.55
25		Staff	Salaries & Members Allowances June 10	13,334.66
			TOTAL	42,300.29

AUTHORISATIONS**DATE**

21 July 2010

21 July 2010

REPORT TO POLICY & FINANCE COMMITTEE – 21 July 2010**BUDGETARY CONTROL 2010/11****1. BACKGROUND**

- 1.1 The purpose of this report is to inform Members of the actual income and expenditure for the three months April to July 2010, compared with the profiled original budget and approved annual budget, and to provide a forecast of the outturn for the year.

2. APRIL TO JUNE 2010

- 2.1 Page 1 of Appendix 1 attached to this report shows that the Council's net Committee expenditure for the three months is just over £87,000, compared with the profiled budget of nearly £92,000. The main reason for the actual net committee expenditure being less than the profiled budget is due to some income being received earlier in the year than anticipated. The approved budget has been amended to take account of the Danny Cracknell Pocket Park and the Carvers Playground Slide capital schemes brought forward from 2009/10. Although the additional expenditure is £61,000, this will be matched by developers' contributions and grants, resulting in no increase in the net expenditure.
- 2.2 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 & Environment Committee. Page 4 provides a summary of the approved budget at 30 June 2010, and shows the forecast balances at 31 March 2011 for the general reserve, provisions, and developers' contributions.
- 2.3 The current forecast outturn is £9,000 less than the original budget. The main reasons for this are forecast savings in:-
- | | |
|----------------------------|--------------|
| | £ |
| Employee costs | 5,000 |
| Business rates (Greenways) | 950 |
| Members costs | 1,250 |
| Grounds maintenance | 800 |
| Skatepark Jam costs | <u>1,000</u> |
| Total | <u>9,000</u> |
- 2.4 Appendix 2 shows the current position for capital expenditure schemes. Actual capital expenditure for April to June 2010 was £2,000, compared with the approved budget of £229,000. Most of these schemes are dependent on receiving developers' contributions and grants before they progress.

3. FINANCIAL IMPLICATIONS

- 3.1 The current forecast balance of the General Reserve at 31 March 2011 is £181,000, compared with its balance at 31 March 2010 of £168,000.

4. RECOMMENDATION

- 4.1 It is RECOMMENDED that this report is noted.

For further information please contact:

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**SUMMARY BUDGETARY CONTROL REPORT
FOR APRIL 2010 TO JUNE 2010 (MONTHS 1 TO 3)**

ALL COMMITTEES**EXPENDITURE**

POLICY & FINANCE COMMITTEE
RECREATION, LEIS & O/S COM
PLANNING TOWN & ENVIRON

	Year To Date			Annual		Annual Forecast Outturn £	
	Original Budget £	Actual £	Profiled Orig Bud £	Variance £	Approved Budget £		Variance Act/Approv £
POLICY & FINANCE COMMITTEE	202,220	59,610	58,470	1,140	202,220	-142,610	200,960
RECREATION, LEIS & O/S COM	367,260	57,340	57,860	-520	428,260	-370,920	424,260
PLANNING TOWN & ENVIRON	68,530	7,010	2,150	4,860	73,530	-66,520	73,530
TOTAL EXPENDITURE	638,010	123,960	118,480	5,480	704,010	-580,050	698,750

INCOME

POLICY & FINANCE COMMITTEE
RECREATION, LEIS & O/S COM
PLANNING TOWN & ENVIRON

POLICY & FINANCE COMMITTEE	-31,330	-10,360	-8,570	-1,790	-31,330	20,970	-33,330
RECREATION, LEIS & O/S COM	-165,620	-21,180	-17,990	-3,190	-226,620	205,440	-228,360
PLANNING TOWN & ENVIRON	-54,800	-5,000	0	-5,000	-59,800	54,800	-59,800
TOTAL INCOME	-251,750	-36,540	-26,560	-9,980	-317,750	281,210	-321,490

**COUNCIL'S NET COMMITTEE
EXPENDITURE**

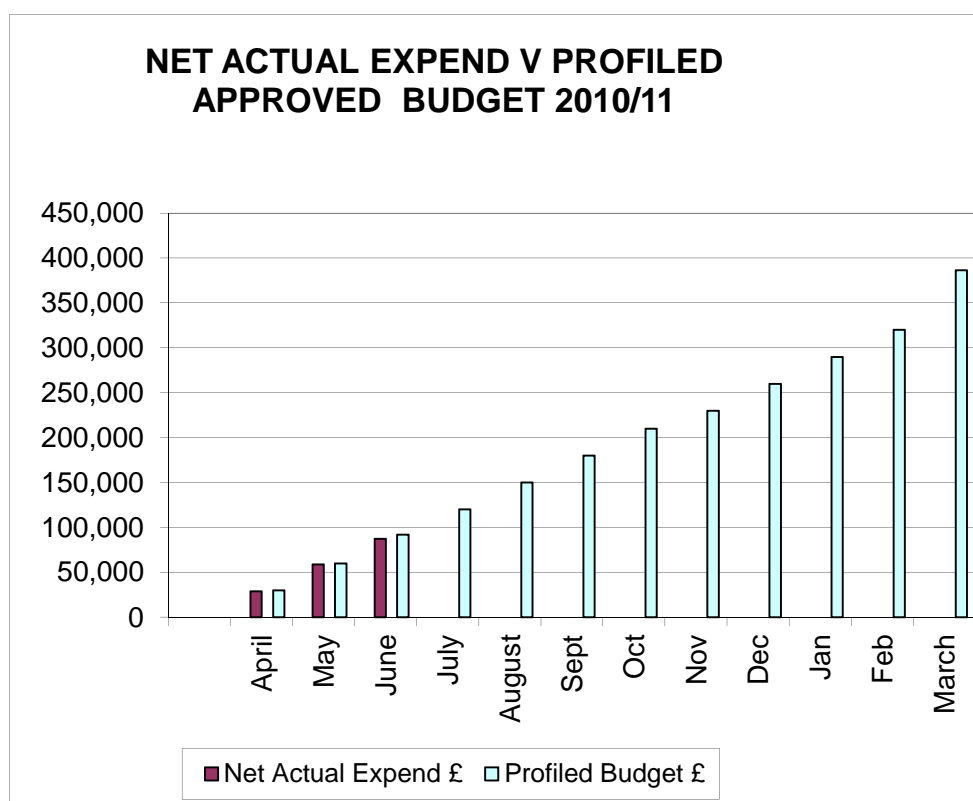
COUNCIL'S NET COMMITTEE EXPENDITURE	386,260	87,420	91,920	-4,500	386,260	-298,840	377,260
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Transfer to General Reserve

Transfer to General Reserve	0				0		9,000
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PRECEPT 2010/11

PRECEPT 2010/11	386,260				386,260		386,260
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**SUMMARY BUDGETARY CONTROL REPORT
FOR APRIL 2010 TO JUNE 2010 (MONTHS 1 TO 3)**

	<u>Original Budget</u> £	Year To Date			Annual		Annual Forecast Outturn £
		<u>Actual</u> £	<u>Profiled Orig Bud</u> £	<u>Variance</u> £	<u>Approved Budget</u> £	<u>Variance Act/Approv</u> £	
<u>POLICY & FINANCE COMMITTEE EXPENDITURE</u>							
Establishment	60,260	26,210	25,530	680	60,260	-34,050	59,670
Maintenance	1,200	2,480	0	2,480	1,200	1,280	3,970
Employee Direct Costs	1,980	70	260	-190	1,980	-1,910	1,980
Employee Allocated Costs	93,150	21,380	23,290	-1,910	93,150	-71,770	90,460
Member Costs	8,820	2,780	2,560	220	8,820	-6,040	7,570
Grants	7,400	1,200	1,200	0	7,400	-6,200	7,400
Festival Expenses(net)	3,000	0	0	0	3,000	-3,000	3,000
Other	26,410	5,490	5,630	-140	26,410	-20,920	26,910
COMMITTEE EXPENDITURE	202,220	59,610	58,470	1,140	202,220	-142,610	200,960
COMMITTEE INCOME	-31,330	-10,360	-8,570	-1,790	-31,330	20,970	-33,330
POLICY & FINANCE COMMITTEE							
TOTAL NET EXPENDITURE	170,890	49,250	49,900	-650	170,890	-121,640	167,630
<u>HOLDING ACCOUNTS EXPENDITURE</u>							
Employee Direct Costs	267,690	63,280	66,930	-3,650	267,960	-204,680	262,690
HOLDING ACCOUNTS EXPEND.	267,690	63,280	66,930	-3,650	267,960	-204,680	262,690
HOLDING ACCOUNTS INCOME	-267,690	-63,280	-66,930	3,650	-267,960	204,680	-262,690
TOTAL NET EXPENDITURE	0	0	0	0	0	0	0

**SUMMARY BUDGETARY CONTROL REPORT
FOR APRIL 2010 TO JUNE 2010 (MONTHS 1 TO 3)**

	Original Budget £	Year To Date			Annual		Annual Forecast Outturn £
		Actual £	Profiled Orig Bud £	Variance £	Approved Budget £	Variance Act/Approv £	
RECREATION, LEISURE & OPEN SPACES COMMITTEE EXPENDITURE							
Establishment	10,030	2,490	2,450	40	10,030	-7,540	10,030
Maintenance	27,780	4,020	4,250	-230	27,780	-23,760	26,980
Machinery	10,650	1,130	1,100	30	10,650	-9,520	10,650
Employee Direct Costs	1,000	440	400	40	1,000	-560	1,000
Employee Allocated Costs	121,780	29,590	30,650	-1,060	121,780	-92,190	119,540
Planters	1,500	40	50	-10	1,500	-1,460	1,500
Activities Expenses	11,200	2,770	2,900	-130	11,200	-8,430	10,200
Contributions to Provisions	10,300	0	0	0	10,300	-10,300	10,300
Other	1,050	650	650	0	1,050	-400	1,050
Capital Expenditure	113,000	2,010	2,000	10	174,000	-171,990	174,000
CEMETERY							
Establishment	6,050	1,150	1,150	0	6,050	-4,900	6,090
Maintenance	9,320	1,740	1,150	590	9,320	-7,580	9,320
Machinery	1,900	0	0	0	1,900	-1,900	1,900
Employee Direct Costs	200	0	0	0	200	-200	200
Employee Allocated Costs	30,320	7,320	7,580	-260	30,320	-23,000	30,320
ALLOTMENTS							
Establishment	1,000	60	0	60	1,000	-940	1,000
Maintenance	500	850	200	650	500	350	500
Employee Allocated Costs	9,480	3,080	3,330	-250	9,480	-6,400	9,480
Other	200	0	0	0	200	-200	200
COMMITTEE EXPENDITURE	367,260	57,340	57,860	-520	428,260	-370,920	424,260

INCOME							
Recreation, Leisure & O/S	-97,870	-13,430	-11,920	-1,510	-117,870	104,440	-119,610
Cemetery	-14,050	-6,020	-4,370	-1,650	-14,050	8,030	-14,050
Allotments	-2,700	-1,730	-1,700	-30	-2,700	970	-2,700
Capital Expend Finance	-51,000	0	0	0	-92,000	92,000	-92,000
COMMITTEE INCOME	-165,620	-21,180	-17,990	-3,190	-226,620	205,440	-228,360

RECREATION, LEISURE & OPEN SPACES COMMITTEE

TOTAL NET EXPENDITURE	201,640	36,160	39,870	-3,710	201,640	-165,480	195,900
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PLANNING, TOWN & ENVIRONMENT COMMITTEE EXPENDITURE	Original Budget £	Year To Date			Annual		Annual Forecast Outturn £
		Actual £	Profiled Orig Bud £	Variance £	Approved Budget £	Variance Act/Approv £	
Establishment	1,350	5,220	200	5,020	6,350	-1,130	6,350
Employee Allocated Costs	12,180	1,790	1,950	-160	12,180	-10,390	12,180
Capital Expenditure	55,000	0	0	0	55,000	-55,000	55,000
COMMITTEE EXPENDITURE	68,530	7,010	2,150	4,860	73,530	-66,520	73,530

COMMITTEE INCOME	-54,800	-5,000	0	-5,000	-59,800	54,800	-59,800
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PLANNING, TOWN & ENVIRONMENT COMMITTEE

TOTAL NET EXPENDITURE	13,730	2,010	2,150	-140	13,730	-11,720	13,730
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SUMMARY OF APPROVED BUDGET FOR 2010/11

		Financed From		
		Gen Res	Provisions & cap res	Dev Contrs
		£	£	£
Balances at 1/4/10		167,568	123,743	19,492
		Budget		
		£		
	Council's Approved Net Expend (before transfers)	485,200		
	Add Transfer To Provisions	12,900	12,900	
	Less transfer from Dev Contribs (Revenue)	-2,340		-2,340
	Less transfer from Dev Contribs (Capital)	-16,000		
	Less transfers from Provisions (Revenue)	-9,500	-9,500	
	Less transfer from Provisions (Capital)	-35,000	-35,000	
	Less finance from Capital Receipt	0	0	
	Less finance from Capital Grants	-49,000	-2,500	
	Council's Net Com Exp(before trans from G Res)	386,260		
	Less transfer from General Reserve	0		
	Approved Precept (Revised Budget 2009/10)	386,260		
Add budgets b/f from 2009/10				
	F/4582 Cap: Danny Cracknell Pocket Park	51,000		
	Cap: Carvers Playground Slide	10,000		
	Less external financing	-61,000		
Supplementary budgets included in Revised Budget				
1	P&F F4582 Transfer Health & Safety Audit Prov	4,250		
2	P&F F4582 Transfer DD Act Provision	818		
	Sub Total of Supplementary Budget Approvals	0	5,068	-34,100
	Forecast Net Underspend at 31 March 2011		9,000	
	Current Approved Revised Budget 2009/10	386,260		
Estimated Balances at 31/03/11		181,636	89,643	17,152

**CAPITAL EXPENDITURE 2010/11 APRIL 2010 TO JUNE 2010
(MONTHS 1 TO 3)**

Code		<u>Approved Budget 2010/11</u> £	<u>Year To Date 2010/11</u>	
			<u>Actual</u> £	<u>Variance From Approv Bud</u> £
	<u>EXPENDITURE</u>			
	<u>RECREATION, LEISURE & OPEN SPACES</u>			
217931	Skatepark Enlarge	15,000	0	15,000
217937	Danny Cracknell Pock Pk	51,000	0	51,000
217942	Ash Grove	60,000	0	60,000
217946	Replace Tractor 08/09	8,000	2,010	5,990
217948	The Triangle(off The Bick)	10,000	0	10,000
217949	Carvers playground slide	10,000	0	10,000
217950	Jubilee Lamp restoration	10,000	0	10,000
217953	Bridge D Crac park to footbridge	10,000	0	10,000
	Total Rec Leis & OS	174,000	2,010	171,990
	<u>PLANNING, TOWN & ENVIRONMENT</u>			
317921	--Soton Rd Street Furniture	10,000	0	10,000
317922	--Tourism and Road Signs	20,000	0	20,000
317923	--Pedestrian Signs	25,000	0	25,000
	Total Plan, Town & Env	55,000	0	55,000
	TOTAL EXPENDITURE	229,000	2,010	226,990
	<u>FINANCING</u>			
	General Fund Account	8,200	2,010	6,190
	Provisions	39,800	0	39,800
	Developers' Contributions	57,000	0	57,000
	Grants	99,000	0	99,000
	HCC	25,000	0	25,000
	TOTAL FINANCING	229,000	2,010	226,990

Note

1	The Original Budget for 2010/11 is	£ 168,000
	Approved budgets brought forward:-	
	Danny Cracknell Pocket Park	51,000
	Carvers playground slide	10,000
	Approved budget 2010/11	229,000

RINGWOOD TOWN COUNCIL

BUDGETARY CONTROL SUMMARY DATA 2010/11

Year	Month		Net Actual Expend		Profiled Budget
			£		£
2010	April		29,000		30,000
	May		59,000		60,000
	June		87,400		91,900
	July				120,000
	August				150,000
	Sept				180,000
	Oct				210,000
	Nov				230,000
	Dec				260,000
	2011	Jan			
Feb					320,000
March					386,260