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**RINGWOOD TOWN COUNCIL**

**FINANCIAL REPORTS FOR**

**POLICY & FINANCE COMMITTEE MEETING**

**17th March 2010**

**POLICY AND FINANCE COMMITTEE 17TH MARCH 2010****BANK BALANCES**

<b>ACCOUNT NAME</b>	<b><u>YEAR ENDED 31/03/2009</u></b>	<b><u>AS AT 31/01/2010</u></b>	<b><u>AS AT 28/02/2010</u></b>
	£	£	£
Imprest (Current) Account	1,749	7,935	10,674
Business Account	45,829	40,857	50,859
Investment Account	300,000	360,000	330,000
Petty Cash	48	118	111
<b>TOTAL BANK BALANCES</b>	<b>347,626</b>	<b>408,910</b>	<b>391,644</b>

**Note**

1. The bank accounts have been reconciled as at **28th February 2010**.

**POLICY AND FINANCE COMMITTEE 17TH MARCH 2010**

**INTER ACCOUNT TRANSFER AUTHORISATIONS**

£

**IMPREST ACCOUNT TO BUSINESS ACCOUNT**

None

**BUSINESS ACCOUNT TO IMPREST ACCOUNT**

March 2010, up to £50,000

**INVESTMENTS & RE-INVESTMENTS**

None

**AUTHORISATIONS**

DATE

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17 March 2010

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17 March 2010

## POLICY AND FINANCE COMMITTEE 17th MARCH 2010

LIST OF PAYMENTS FROM IMPREST BANK ACCOUNT  
FOR THE PERIOD 1 TO 28 FEBRUARY 2010

Date	Chq No	Details	Description	Amount
Feb				£
2	0457	A Healey	Greenways - Shredder	263.20
2	0458	Mark F Deacon	Carvers - Gate work	258.75
2	0459	PM Alvis	Greenways - Attend To Boiler	103.40
2	0460	Tarmac	Open Spaces - Grit	30.20
2	0461	Millstream Motor Co	Cabstar - Refurbishment Of Seating/Flooring	693.82
2	0462	Good Directions	Millennium Clock - Annual Maintenance	258.50
2	0463	Canotec	5,346 Copies 23/12-27/01	30.78
2	0464	Southern Electric	Spts Pav/Cemetery/Gways Oct-Jan10	445.11
9	0465	Classic Office Supplies	Photocopy Plan Of Cemetery	5.85
9	0466	Ace	Greenways - Coffee	13.99
9	0467	Hampshire County Council	Greenways - Stationery	20.16
9	0468	Alexandra	Groundsmen - Protective Clothing	141.47
9	0469	Elliot's	Greenways - Pea Shingle	16.85
9	0470	Peter Noble	Service - JD Tractor/Front Deck Mower	1,465.00
9	0471	EDF energy	Greenways 1st Floor Sep-Feb10	259.25
17	0472	HALC	Standing Orders For Local Councils	25.00
22	0473	Hampshire County Council	Pensions - January 2010	4,259.20
23	0474	Classic Office Supplies	Open Spaces - Photocopy Plans	24.60
23	0475	PM Alvis	Carvers Pavilion - Repair Water Leaks	76.38
23	0476	Greenham	Groundsmen - Protective Clothing	210.80
23	0477	Tony Manning	Carvers Pav/Grdsman's Hse - Electrical Maint.	264.37
23	0478	Hampshire County Council	Greenways - Stationery	48.81
23	0479	British Gas	Greenways - Nov-Feb10	706.44
23	0480	New Forest District Council	Pedal Car 2010 - Road Closure Application	126.75
1	SO	TLC On-Line	Web Site Maint. - Feb 10	70.00
1	DD	Aviva	Main Insurance - Feb 10	723.13
2	DD	Aviva	Vehicle Insurance - Feb 10	214.99
6	DD	CNH Capital	Holland Tractor HP Pay. - Feb 10	668.87
12	DD	Southern Electric	Drop In Centre - Qtr4 2009/10	56.93
26	DD	BT	Quarterly One Bill Feb 10 - May 10	777.14
4	BGC	WSB	Agents Fees - Feb 10	111.63
23	On-Line	Inland Revenue	January 10	4,118.43
25		Staff	February 10	12,914.80
			<b>TOTAL</b>	<b>29,404.60</b>

## AUTHORISATIONS

DATE

17 March 2010

17 March 2010

NB: Please note that the narrative for the Inland Revenue and HCC Pension payments detailed in January's report should have both had the description 'December 2009'.

## POLICY AND FINANCE COMMITTEE 17TH MARCH 2010

LIST OF PAYMENTS FROM PETTY CASH ACCOUNT  
FOR THE PERIOD 1 TO 28 FEBRUARY 2010

<b>Date</b>	<b>Details</b>	<b>Payments</b>
<b>Feb</b>		<b>£</b>
3	In-Excess - Wheelbarrow	29.95
8	Sainsburys - Cleaning Fluids	1.94
8	Sainsburys - Kettle For Greenways	19.99
10	WHSmiths - Stationery	6.98
10	Sainsburys - Refreshments	1.54
17	Post Office - Postage For Topple Tester	45.50
24	Clean As A Whistle	35.00
<b>TOTAL</b>		<b>140.90</b>

## AUTHORISATIONS

DATE

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17 March 2010-----  
17 March 2010

**SUMMARY BUDGETARY CONTROL REPORT  
FOR APRIL 2009 TO FEBRUARY 2010 (MONTHS 1 TO 11)**

**ALL COMMITTEES****EXPENDITURE**

POLICY & FINANCE COMMITTEE	195,870	165,750	166,070	-320	195,870	-30,120	189,380
RECREATION, LEIS & O/S COM	382,230	248,500	247,640	860	382,230	-133,730	320,230
PLANNING TOWN & ENVIRON	18,900	11,910	12,100	-190	18,900	-6,990	18,200

**TOTAL EXPENDITURE**

<b>597,000</b>	<b>426,160</b>	<b>425,810</b>	<b>350</b>	<b>597,000</b>	<b>-170,840</b>	<b>527,810</b>
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**INCOME**

POLICY & FINANCE COMMITTEE	-23,050	-18,400	-19,530	1,130	-23,050	4,650	-21,050
RECREATION, LEIS & O/S COM	-157,220	-88,780	-84,740	-4,040	-157,220	68,440	-102,520
PLANNING TOWN & ENVIRON	0	0	0	0	0	0	0

**TOTAL INCOME**

<b>-180,270</b>	<b>-107,180</b>	<b>-104,270</b>	<b>-2,910</b>	<b>-180,270</b>	<b>73,090</b>	<b>-123,570</b>
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**COUNCIL'S NET COMMITTEE  
EXPENDITURE**

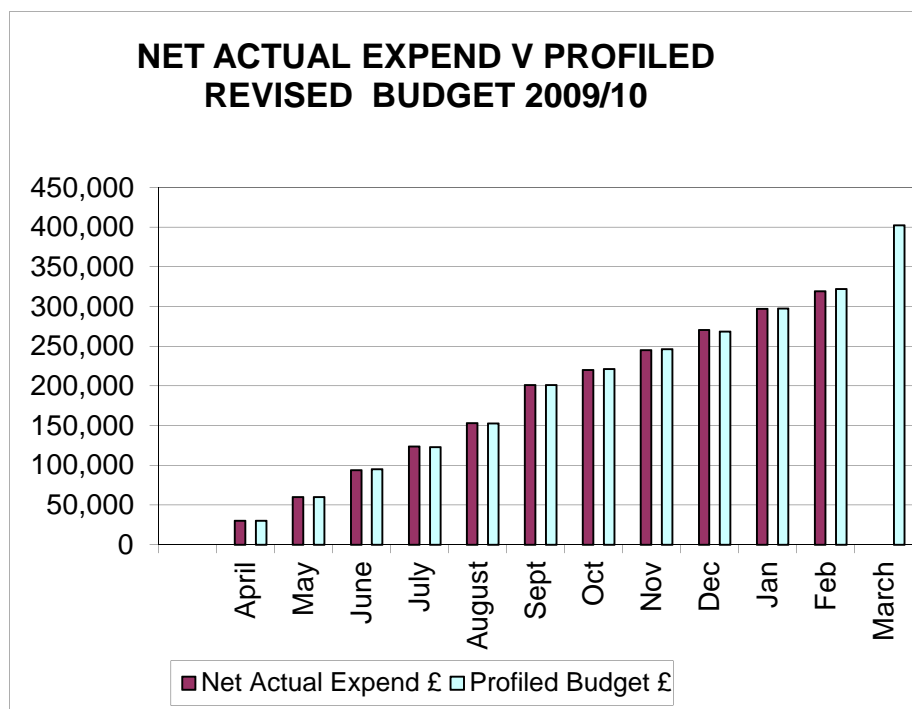
<b>416,730</b>	<b>318,980</b>	<b>321,540</b>	<b>-2,560</b>	<b>416,730</b>	<b>-97,750</b>	<b>404,240</b>
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## Transfer from General Reserve

<b>-39,800</b>				<b>-39,800</b>		<b>-27,310</b>
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## PRECEPT 2009/10

<b>376,930</b>				<b>376,930</b>		<b>376,930</b>
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**SUMMARY BUDGETARY CONTROL REPORT  
FOR APRIL 2009 TO FEBRUARY 2010 (MONTHS 1 TO 11)**

	<u>Revised Budget</u> £	Year To Date			Annual		<u>Annual Forecast Outturn</u> £
		<u>Actual</u> £	<u>Profiled Rev Bud</u> £	<u>Variance</u> £	<u>Approved Budget</u> £	<u>Variance Act/Approv</u> £	
<b><u>POLICY &amp; FINANCE COMMITTEE EXPENDITURE</u></b>							
Establishment	49,080	44,880	44,410	470	49,080	-4,200	49,100
Maintenance	6,900	5,230	5,100	130	6,900	-1,670	6,280
Employee Direct Costs	1,990	1,080	1,240	-160	1,990	-910	1,840
Employee Allocated Costs	82,800	74,890	75,920	-1,030	82,800	-7,910	80,800
Member Costs	10,600	9,760	9,610	150	10,600	-840	10,280
Grants	6,800	7,080	6,800	280	6,800	280	7,080
Festival Expenses(net)	2,300	2,260	2,300	-40	2,300	-40	2,260
Other	35,400	20,570	20,690	-120	35,400	-14,830	31,740
<b>COMMITTEE EXPENDITURE</b>	<b>195,870</b>	<b>165,750</b>	<b>166,070</b>	<b>-320</b>	<b>195,870</b>	<b>-30,120</b>	<b>189,380</b>
<b>COMMITTEE INCOME</b>	<b>-23,050</b>	<b>-18,400</b>	<b>-19,530</b>	<b>1,130</b>	<b>-23,050</b>	<b>4,650</b>	<b>-21,050</b>
<b>POLICY &amp; FINANCE COMMITTEE</b>							
<b>TOTAL NET EXPENDITURE</b>	<b>172,820</b>	<b>147,350</b>	<b>146,540</b>	<b>810</b>	<b>172,820</b>	<b>-25,470</b>	<b>168,330</b>
<b><u>HOLDING ACCOUNTS EXPENDITURE</u></b>							
Employee Direct Costs	252,860	230,900	231,810	-910	252,860	-21,960	251,320
<b>HOLDING ACCOUNTS EXPEND.</b>	<b>252,860</b>	<b>230,900</b>	<b>231,810</b>	<b>-910</b>	<b>252,860</b>	<b>-21,960</b>	<b>251,320</b>
<b>HOLDING ACCOUNTS INCOME</b>	<b>-252,860</b>	<b>-230,900</b>	<b>-231,810</b>	<b>910</b>	<b>-252,860</b>	<b>21,960</b>	<b>-251,320</b>
<b>TOTAL NET EXPENDITURE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**SUMMARY BUDGETARY CONTROL REPORT  
FOR APRIL 2009 TO FEBRUARY 2010 (MONTHS 1 TO 11)**

	Revised Budget £	Year To Date			Annual		Annual Forecast Outturn £
		Actual £	Profiled Rev Bud £	Variance £	Approved Budget £	Variance Act/Approv £	
<b>RECREATION, LEISURE &amp; OPEN SPACES COMMITTEE EXPENDITURE</b>							
Establishment	8,600	8,330	8,030	300	8,600	-270	8,980
Maintenance	42,030	26,870	26,080	790	42,030	-15,160	38,220
Machinery	15,200	10,280	10,470	-190	15,200	-4,920	14,730
Employee Direct Costs	820	0	0	0	820	-820	210
Employee Allocated Costs	118,540	108,130	108,810	-680	118,540	-10,410	118,260
Planters	3,500	1,470	1,500	-30	3,500	-2,030	3,500
Activities Expenses	9,000	8,040	7,210	830	9,000	-960	9,790
Contributions to Provisions	10,000	10,000	10,000	0	10,000	0	10,000
Other	1,000	890	890	0	1,000	-110	1,000
Capital Expenditure	122,930	29,050	29,050	0	122,930	-93,880	64,930
<b>CEMETERY</b>							
Establishment	3,820	3,700	3,580	120	3,820	-120	4,050
Maintenance	5,400	5,070	4,900	170	5,400	-330	5,800
Machinery	1,300	0	600	-600	1,300	-1,300	770
Employee Direct Costs	100	0	0	0	100	-100	0
Employee Allocated Costs	28,960	26,630	26,540	90	28,960	-2,330	28,960
<b>ALLOTMENTS</b>							
Establishment	1,200	890	900	-10	1,200	-310	1,030
Maintenance	670	840	670	170	670	170	840
Employee Allocated Costs	9,010	8,160	8,260	-100	9,010	-850	9,010
Other	150	150	150	0	150	0	150
<b>COMMITTEE EXPENDITURE</b>	<b>382,230</b>	<b>248,500</b>	<b>247,640</b>	<b>860</b>	<b>382,230</b>	<b>-133,730</b>	<b>320,230</b>
<b>INCOME</b>							
Recreation, Leisure & O/S	-95,790	-67,890	-65,490	-2,400	-95,790	27,900	-77,790
Cemetery	-14,030	-14,290	-12,850	-1,440	-14,030	-260	-15,030
Allotments	-2,400	-2,600	-2,400	-200	-2,400	-200	-2,700
Capital Expend Finance	-45,000	-4,000	-4,000	0	-45,000	41,000	-7,000
<b>COMMITTEE INCOME</b>	<b>-157,220</b>	<b>-88,780</b>	<b>-84,740</b>	<b>-4,040</b>	<b>-157,220</b>	<b>68,440</b>	<b>-102,520</b>
<b>RECREATION, LEISURE &amp; OPEN SPACES COMMITTEE</b>							
<b>TOTAL NET EXPENDITURE</b>	<b>225,010</b>	<b>159,720</b>	<b>162,900</b>	<b>-3,180</b>	<b>225,010</b>	<b>-65,290</b>	<b>217,710</b>

	Revised Budget £	Year To Date			Annual		Annual Forecast Outturn £
		Actual £	Profiled Rev Bud £	Variance £	Approved Budget £	Variance Act/Approv £	
<b>PLANNING, TOWN &amp; ENVIRONMENT COMMITTEE EXPENDITURE</b>							
Establishment	6,350	570	600	-30	6,350	-5,780	5,650
Employee Allocated Costs	12,550	11,340	11,500	-160	12,550	-1,210	12,550
<b>COMMITTEE EXPENDITURE</b>	<b>18,900</b>	<b>11,910</b>	<b>12,100</b>	<b>-190</b>	<b>18,900</b>	<b>-6,990</b>	<b>18,200</b>
<b>COMMITTEE INCOME</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>PLANNING, TOWN &amp; ENVIRONMENT COMMITTEE</b>							
<b>TOTAL NET EXPENDITURE</b>	<b>18,900</b>	<b>11,910</b>	<b>12,100</b>	<b>-190</b>	<b>18,900</b>	<b>-6,990</b>	<b>18,200</b>

**SUMMARY OF APPROVED REVISED BUDGET FOR 2009/10**

		Financed From		
		Gen Res £	Provisions £	Dev Contrs £
<b>Balances at 1/4/09</b>		<b>184,122</b>	<b>130,330</b>	<b>25,792</b>
	<b>Budget £</b>			
	Council's Approved Net Expend (before transfers)	509,710		
	Add Transfer To Provisions	12,500	12,500	
	Less transfer from Dev Contribs (Revenue)	-8,300		-8,300
	Less transfer from Dev Contribs (Capital)	-41,000		
	Less transfers from Provisions (Revenue)	-21,680	-21,680	
	Less transfer from Provisions (Capital)	-4,000	-4,000	
	Less finance from Capital Receipt	-6,500	-6,500	
	Less finance from Capital Grants	-24,000		
	<b>Council's Net Com Exp(before trans from G Res)</b>	<b>416,730</b>		
	Less transfer from General Reserve	-39,800	-39,800	
	<b>Approved Precept (Revised Budget 2009/10)</b>	<b>376,930</b>		
	Memorandum			
	<b>Supplementary budgets included in Revised Budget</b>			
1	P&F F4364 additional internal audit fee	300		
2	P&F F/4414 security at cemetery	2,000		
3	P&F F/4412 Capital-cemetery road b/f from 08/09	32,210		
4	P&F F/4412 Capital-new tractor b/f from 08/09	17,000		
	Less financed from cap receipt & provision	-10,500		
5	P&F F/4436 works to Carvers pavilion	3,000		
6	P&F F/4461 virement £2k from GIS to IT(no effect)			
7	P&F F/4462 Ringwood F.C.	4,000		
8	P&F F/4452 Greenways-works to 1st floor offices	3,400		
	<b>Sub Total of Supplementary Budget Approvals</b>	<b>51,410</b>		
	<b>Forecast Net Underspend at 31 March 2010</b>	12,490		
	<b>Current Approved Revised Budget 2009/10</b>	<b>376,930</b>		
	<b>Estimated Balances at 31/03/10</b>	<b>156,812</b>	<b>110,650</b>	<b>17,492</b>

**CAPITAL EXPENDITURE 2009/10 APRIL 2009 TO FEBRUARY 2010  
(MONTHS 1 TO 11)**

Code		<u>Revised Budget 2009/10</u> £	<u>Year To Date 2009/10</u>		<u>Forecast Outturn</u> £
			<u>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	6,000
217937	Danny Cracknell Pocket Park	51,000	0	51,000	3,000
217945	Cemetery extension of road	32,210	0	32,210	32,210
217946	Replacement Tractor 2008/09	16,720	16,050	670	16,720
1120	Loan advance	3,000	3,000	0	3,000
217949	Carvers playground - slide	10,000	0	10,000	0
217951	Carvers access path for disabled	4,000	4,000	0	4,000
	<b>Total Rec Leis &amp; OS</b>	<b>122,930</b>	<b>29,050</b>	<b>93,880</b>	<b>64,930</b>
	<b>TOTAL EXPENDITURE</b>	<b>122,930</b>	<b>29,050</b>	<b>93,880</b>	<b>64,930</b>
	<b><u>FINANCING</u></b>				
	General Fund Account	47,430	14,550	32,880	47,170
	Provisions	4,000	4,000	0	4,000
	Grant	24,000	4,000		4,000
	Developers' Contributions	41,000	0	41,000	3,000
	Capital Receipt	6,500	6,500	0	6,760
	<b>TOTAL FINANCING</b>	<b>122,930</b>	<b>29,050</b>	<b>73,880</b>	<b>64,930</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					402,000

**REPORT TO POLICY & FINANCE COMMITTEE – 17 MARCH 2010**

**BUDGETARY CONTROL 2009/10**

**1. BACKGROUND**

- 1.1 The purpose of this report is to inform Members of the actual income and expenditure for the eleven months April 2009 to February 2010, compared with the profiled revised budget, and to show the forecast net outturn for the year.
- 1.2 The budgetary control report that will be submitted to this Committee in April will show the probable actual net expenditure for the year. The final accounts report should be presented to this Committee in May.

**2. APRIL 2009 TO FEBRUARY 2010**

- 2.1 Page 1 of Appendix 1 attached to this report shows that the Council's net Committee expenditure for the eleven months is nearly £319,000, which is in line with the profiled budget.
- 2.2 Pages 2 and 3 of Appendix 1 show the financial position for this Committee, the Recreation, Leisure & Open Spaces Committee and the Planning, Town, & Environment Committee. Page 4 provides a summary of the revised budget at 28 February 2010, and shows the forecast balances at 31 March 2010 for the general reserve, provisions, and developers' contributions held by the Council.
- 2.3 Appendix 2 shows the current position for capital expenditure schemes. Actual capital expenditure for April to February 2010 was £29,050, compared with the revised budget of £122,930. Two of the schemes amounting to £61,000, i.e. Danny Cracknell Pocket Park, and the Carvers' playground slide, will probably be completed in 2010/11. Only £3,000 of this sum is expected to be spent before the end of this financial year. The forecast outturn for the year is now £64,930.

**3. FINANCIAL IMPLICATIONS**

- 3.1 The current forecast balance of the General Reserve at 31 March 2010 is £157,000, compared with its balance at 31 March 2009 of £184,000.

**4. RECOMMENDATION**

- 4.1 It is RECOMMENDED that this report be noted.

For further information please contact:  
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