

**Bollington Town
Council
Finance and Audit
Meeting
Enclosures
12th June 2023**

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Minutes of the Meeting of the Finance & Audit Committee

Council Chamber, Bollington Town Hall
At 10.00 am Monday 13th March 2023

Those Present: Cllr K Edwards (KE), Cllr J Maitland (JM), Cllr J Stewart (JCS), Cllr A Stott (AS), Cllr A Williams (AW) and Cllr J Nicholas (JN) arrived late and was *substituting for Cllr H Ellwood*.

Chair: Cllr Amanda Stott

Officer: Julie Mason Town Clerk

Declaration of Interest – NIL

Public forum time

Nobody present.

FA 08/23 To receive and approve apologies for absence:

Cllr K Larby due to a family illness and Cllr H Ellwood due to holidays.

FA 09/23 To receive and confirm the Minutes (FA 01/23 - 07/23) of the meeting held on 13th March 2023.

RESOLVED the minutes were accepted as a true and accurate record.

FA 10/23 To receive updates from the minutes

- i) *To note the Financial Risk Assessment had been adopted by Full Council on 07.03.23.*

FA 11/23 To receive feedback from the schools following the enquiry on spend at the last meeting and agree the allocation of the £2,500 to the primary schools for 2022/23.

The Clerk had researched the allocation of monies to the primary schools over the past three years and it was included in the enclosure pack for discussion.

RESOLVED the £2,500 grant budget would be allocated to the four primary schools in relation of number of school children in Year 6 at each school. It was left to the school's discretion how the monies were allocated to support the provision of swimming lessons to support the provision of swimming lessons. The Clerk was asked to make further enquiries about the funding of swimming lessons at the St Gregorys Primary School as this appeared to be different to the other Bollington Primary Schools.

FA 12/23 To resolve to agree the following grant applications for the second applications and to note £8,552.09 has been allocated year to date which leaves a balance of £3,947.91.

There had been eight grant applications submitted in the second tranche of the grant application process.

- Bollington Town FC for pair of portable dug outs - £2,000.00

RESOLVED the grant was approved at £250.00.

- Bollington Writers for equipment and refreshments.

Cllr JN arrived at 10.25am

RESOLVED the grant was refused as it was a private individual.

- Bollington Live for printing costs - £1,000.00

RESOLVED the grant was approved at £1,000.00.

- Bollington Cricket Club for new nets - £5,000.00

RESOLVED the grant was refused.

- Bollington Initiative Trust for attention to trees at Tinkers Clough - £3,000.00

RESOLVED the grant was approved at £1,000.00.

- Bollington Horticultural Society for prizes - £100.00.

RESOLVED the grant was approved at £100.00.

- Bollington Health & Leisure for assistance with grass cutting - £1,000.00.

RESOLVED the grant was approved at £1,000.00.

- Bollington Walking Festival for leaflets for walking festival - £591.00

RESOLVED the grant was approved at £591.00.

It was noted the total was £3,941.00 plus the £2,500 for swimming assistance in primary schools.

FA 13/23 To agree the new Grant application form.

The new application form was discussed as in the enclosure pack.

The questions proposed.

1. Full legal organisation name (this must match the name on the bank statement you supply)
2. Contact name and position within organisation you are applying on behalf of
3. Contact address.
4. Contact telephone number.
5. Contact email address.
6. Name of the Chair / Director
7. Bank Information for BACS; Account Name (please double check this information)
8. Bank Information for BACS; Sort Code (please double check this information)
9. Bank Information for BACS; Account number (please double check this information)
10. Copies of all current bank accounts (no more than three months old) if your application is for more than £200.00, please also include the latest set of accounts to show income and expenditure, and balance sheet if available if the organisation is holding in excess of £2,000, explain what the funds are being held in reserve for please.
11. Please supply details of your organisation i.e., type of work/activity plus aims and objectives.
12. Details of the specific project which requires funding from the Council which ideally should be a capital project not day to day running costs. Please provide as much detail as possible of your project as the Town Council may be able to fund elements of the project if all funds are not available. Total Project Costs _____
13. Amount Requested from Bollington Town Council
14. Bollington Town Council will ask for feedback and receipts on how the grant has been spent to be supplied within 12 months of the grant

being allocated and if not supplied Bollington Town Council have the right to recall the grant funding and failure to comply may jeopardise future applications.

15. Match Funding Details: If you are applying for part funding from the Council, please advise where the other funding is from e.g., fundraising events, match funding from other funding bodies.
16. Please acknowledge the information is a true and accurate record to the best of your knowledge.

RESOLVED the above questions were approved to be included in the BTC grant form.

FA 14/23 To agree the Grant Awarding Policy.

The Committee discussed the policy and wished to remove the statement “only one grant can be made by one organisation each year” and to only have one application closure date each year and the agreed closure date would be 31st October.

RESOLVED subject to the above amendments the policy would be adopted.

FA 15/23 To note the Internal Auditor was in the Town Hall all day on 24th April 2023

The Clerk asked if the Cllrs could please avoid the Town Hall on this date if possible.

FA 16/23 Date of Next Meeting: Monday 22nd May 2023 @ 10.00am in the Town Hall.

Meeting closed at 10.55 am

Bollington Town Council

Prepared by: J Mason
Name and Role (Clerk/RFO etc)

Date: 20/4/23

Approved by: June Mason
Name and Role (RFO/Chair of Finance etc)

Date: 20/4/23

Bank Reconciliation at 31/03/2023			
	Cash in Hand 01/04/2022		181,150.71
	ADD		
	Receipts 01/04/2022 - 31/03/2023		303,841.02
			484,991.73
	SUBTRACT		
	Payments 01/04/2022 - 31/03/2023		307,005.09
A	Cash in Hand 31/03/2023 (per Cash Book)		177,986.64
	Cash in hand per Bank Statements		
	Petty Cash	31/03/2023	132.71
	Santander Deposit Account	31/03/2023	70,000.00
	Natwest Current Account	31/03/2023	79,329.78
	Co-op Bank Deposit Account	31/03/2023	20,075.40
	Co-op Bank Current Account	31/03/2023	6,761.45
			176,299.34
	Less unrepresented payments		
			176,299.34
	Plus unrepresented receipts		1,687.30
B	Adjusted Bank Balance		177,986.64
	A = B Checks out OK		

Handwritten signature 20/4

Bollington Town Council
ANNUAL RETURN - Section 2 : Statement of Accounts

Explanation of variances

This is prepared based on information in "Governance and Accountability for Local Councils : a Practitioner's Guide"

Important note: These figures have been prepared on an INCOME and EXPENDITURE basis.

Box No.	Description	31/03/2022 £	31/03/2023 £	Variance £	Variance %	Explanation Required?	Notes
1	Balances brought fwd	224001.51	186437.57				BALANCE B/F AGREES
2	Annual precept	185743.00	220000.00	34257.00	18%	Yes	The precept has not been increased since 2017/18 and due to an increase in costs for the fixes assets (the town hall, the civic hall , Brookbank house and the allotments) there was a decision to increase the precept .
3	Total other receipts	57631.03	56473.31	-1157.72	2%	No	
4	Staff Costs	133700.07	121878.67	-11821.40	9%	No	
5	Loan interest/capital repayments	3675.84	3675.84	0.00	0%	No	
6	Total other payments	143562.06	168091.55	24529.49	17%	Yes	2022/23 Administration Costs = 9,620 Town Hall = 13,645 BHL Legal fees = 2,900 Civic Hall = 5,267 Allotments = 2,200 Transport Initiatives = 3,132 Jubilee = 650 Weed killing = 1,000 Tools TW = 805 Grants = 4,000 Horticultural = (1,242) Brookbank (4,568) Total = 43,219 2021/22 Elections (8,994) Civic Resp (970) Community Events (2,894) Total = (18,668) Misc = (21.00) TOTAL 24,529
7	Balances carried forward	186437.57	169264.82	-17172.75	9%	No	
8	Total Cash and Short Term Investments	181150.71	177986.64	-3164.07	2%	No	
9	Total Fixed Assets and Long Term Investments	809263.49	794830.32	-14433.17	2%	No	

Bollington Town Council
ANNUAL RETURN - Section 2 : Statement of Accounts

Explanation of variances

This is prepared based on information in "Governance and Accountability for Local Councils : a Practitioner's Guide"

Important note: These figures have been prepared on an INCOME and EXPENDITURE basis.

Box No.	Description	31/03/2022 £	31/03/2023 £	Variance £	Variance %	Explanation Required?	Notes
10	Total Borrowings	51694.96	49450.98	-2243.98	4%	No	

Rounding errors of up to £2 are tolerable

Variances of £200 or less are tolerable

BOX 10 VARIANCE EXPLANATION NOT REQUIRED IF CHANGE CAN BE EXPLAINED BY BOX 5 (CAPITAL PLUS INTEREST PAYMENT)

Fixed Asset Register - May 2022-23

Date Acquired	Asset Name/Description	Purchase Cost	Location Held	Anticipated Replacement Year	Disposal Date	Disposal Value		
	<u>Town Hall</u>							
30/11/2020	Laptop (Admin Asst)	£ 470.00	Town Hall	2023/24				
30/05/2021	Laptop (Clerk)	£ 424.15	Town Hall / Private Address	2026				
01/11/2016	Laptop (Town Manager)	£ 540.83	Town Hall / Private Address	2020/21				
04/12/2018	Laptop (Warden/Chamber)	£ 464.98	Town Hall	2022/23				
09/07/2020	Monitor (Clerk)	£ 210.00	Town Hall	2023/24				
01/05/2022	Personal Computer (Admin Asst)	£ 746.67	Town Hall	2021/22				
05/04/2018	Personal Computer & Monitor (Clerk)	£ 794.06	Town Hall	2021/22				
01/05/2018	Personal Computer (Mayor's Parlour)	£ 1,007.63	Town Hall	2021/22				
02/05/2019	Personal Computer (Town Manager)	£ 510.81	Town Hall	2023/24				
05/01/2023	Safe	£ 600.00	Town Hall	2033				
03/03/2016	Telephone Equipment	£ 320.71	Town Hall	2020/21				
01/11/2019	CCTV at Town Hall	£ 1,475.00	Town Hall	2023/24				
09/01/2020	Screen in Council Chamber	£ 180.38	Town Hall	2023/24				
01/04/2018	Photocopier (leased)	£ 3,500.00	Town Hall	2021/22				
18/03/2018	Projector	£ 1,409.00	Town Hall	2022/23				
01/04/2012	Projector	£ 963.00	Town Hall	2017/18				
01/04/2012	Projector Screen	£ 200.00	Town Hall	2017/18				
01/03/2016	Tables and Chairs - police room	£ 1,378.00	Town Hall	2026/27				
01/04/2012	Refrigerator	£ 133.00	Town Hall	2017/18				
	Total Town Hall	£ 15,328.22						
	<u>Benches</u>							
04/08/2022	Market Place bench	£ 666.51						
31/10/2022	Grimshaw Lane bench	£ 1.00	Refurb October 2022					
	Total Benches	£ 667.51						
	<u>Notice Boards</u>							
01/04/2010	Notice Board: Town Hall	£ 626.00	Town Hall	2015/16				
01/04/2007	Street Bench: Heathcotes	£ 418.00	Heathcotes Wellington Road					
01/04/2006	Notice Boards, Finger Posts (Parish Plan)	£ 8,920.00	Various locations in Bollington					
01/04/2005	Notice Boards: Bulls Head & Grimshaw Lane	£ 1,141.00	Bulls Head and Grimshaw Lane Bollington					
	Total Notice Boards	£ 11,105.00						
	<u>Vehicle</u>							
01/07/2017	Volkswagen Van	£ 6,000.00	Town Hall	2021/22				
	Total Vehicle	£ 6,000.00						

Note for Annual Return: Assets should be included at purchase cost or proxy cost. Proxy cost can be the insurance value but the value used for 2011 should be fixed at this point and not revalued each year

Fixed Asset Register - May 2022-23

Date Acquired	Asset Name/Description	Purchase Cost	Location Held	Anticipated Replacement Year	Disposal Date	Disposal Value		
	<u>Other Items</u>							
09/07/2020	Barriers	£ 966.00	Town Hall	2026/27				
01/11/2015	Barriers	£ 861.92	Town Hall	2019/20				
01/12/2016	Road Signs	£ 1,393.35	Town Hall	2020/21				
14/02/2023	Road Signs	£ 182.52	Town Hall	2028				
03/09/2019	BCYP Fencing	£ 111.00	Bollington Cross	2029/30				
02/07/2019	BCYP Fencing	£ 19,529.60	Bollington Cross	2029/30				
18/11/2022	Speed Display Unit - TWMT-SDU Mini	£ 2,759.31	Town Hall	2033				
01/12/2017	Defibrillator	£ 870.00	Town Hall	2021/22				
01/11/2017	Xmas Lights at High Street Green - with electrician	£ 855.00	Town Hall	2021/22				
01/12/2016	Xmas Lights for High Street Tree	£ 1,635.00	Town Hall	2020/21				
01/11/2015	Xmas Lights for Bollington Cross	£ 1,635.00	Town Hall	2019/20				
02/12/2019	Xmas Lights for Palmerston Street / Motifs	£ 2,145.00	Town Hall	2024/25				
01/12/2012	Xmas Lights for Town Hall Tree	£ 300.00	Town Hall	2017/18				
01/12/2011	Xmas Lights for Town Hall Tree	£ 1,365.00	Town Hall	2016/17				
01/04/2006	Illuminations on Palmerston Street	£ 2,350.00	Town Hall	2017/18				
01/04/2001	Wheelie Bin/Gardening Equipment	£ 300.00	Town Hall	2016/17				
01/05/2022	Hanging Baskets x12	£ 1,370.76	B5358					
01/05/2022	Water Bowser	£ 289.81	Town Hall Garage					
07/10/2022	Hedge Cutter for Town Wardens	£ 494.43	Town Hall Garage					
	Total Other Items	£ 39,413.70						
01/04/1974	Furniture and fittings	£ 48,552.00	Town Hall					
01/04/1974	Civic Regalia	£ 16,800.00	Town Hall					
	<u>Land and Property</u>							
01/01/2016	Multi Use Games Area	£ 93,500.00	Heath Road					
01/04/2019	BCYP/BHL Land and Buildings	£ 1.00	Heath Road					
01/04/2019	BCYP Football Pitches	£ 130,000.00	Heath Road					
01/04/2019	Harrop Road Allotment Land	£ 1.00	Harrop Road					
01/04/2019	Turner Rise Land	£ 1.00	Turner Rise					
22/01/2019	Town Hall and Brookbank House	£ 1.00	Wellington Road					
	Total Land and Property	£ 223,504.00						
	<u>Monuments</u>							
01/01/2000	Welcome Sign Cross	£ 3,500.00	Bollington Road					
	Total Monuments	£ 3,500.00						

Note for Annual Return: Assets should be included at purchase cost or proxy cost. Proxy cost can be the insurance value but the value used for 2011 should be fixed at this point and not revalued each year

Fixed Asset Register - May 2022-23

Date Acquired	Asset Name/Description	Purchase Cost	Location Held	Anticipated Replacement Year	Disposal Date	Disposal Value		
	<u>Stone Bus Stops</u>							
01/01/1982	Memorial Gardens, Palmerston Street	£ 4,000.00	Palmerston Street					
01/01/1982	Viaduct, Wellington Road	£ 4,000.00	Wellington Road					
01/01/1982	Kerridge, Jacksons Lane	£ 4,000.00	Jacksons Lane					
01/01/1982	Near School, Grimshaw Lane	£ 4,000.00	Grimshaw Lane					
	Total Stone Bus Stops	£ 16,000.00						
	<u>Memorial Gardens, Palmerston Street</u>							
01/10/2015	Main Monument	£ 1.00						
01/10/2015	Two Side Monuments	£ 8,000.00						
01/10/2015	Land	£ 1.00						
	Total Memorial Gardens, Palmerston Street	£ 8,002.00						
	<u>Civic Hall</u>							
01/10/2018	CCTV	£ 1,825.00	Civic Hall	2023/24				
04/01/2017	Lighting	£ 438.20	Civic Hall	2022/23				
01/03/2014	Bar Lighting	£ 1,234.00	Civic Hall	2018/19				
01/03/2014	Stage Lighting	£ 563.00	Civic Hall	2018/19				
17/09/2014	Bowling Mats	£ 2,058.00	Civic Hall	2018/19				
01/12/2012	Kitchen Equipment	£ 6,750.00	Civic Hall	2022/23				
01/02/2014	Kitchen Cupboards	£ 726.77	Civic Hall	2024/25				
01/11/2013	Kitchen Cooker and Fridge	£ 750.00	Civic Hall	2024/25				
08/12/2014	Dishwasher	£ 1,200.00	Civic Hall	2018/19				
24/10/2022	Water Heater	£ 181.60	Civic Hall					
01/02/2014	Bar	£ 2,700.00	Civic Hall	2023/24				
17/03/2014	Bar Wine Cooler	£ 224.16	Civic Hall	2024/25				
01/03/2016	Lighting Bars	£ 837.00	Civic Hall	2020/21				
02/01/2014	Bar Sink Units	£ 620.33	Civic Hall	2024/25				
04/08/2014	Dance Mirrors	£ 2,173.00	Civic Hall	2022/23				
11/02/2015	Retractable Seating	£ 33,372.00	Civic Hall	2024/25				
12/05/2015	Trolley for Retractable Seating	£ 551.00	Civic Hall	2024/25				
18/03/2014	Chairs	£ 535.50	Civic Hall	2024/25				
01/09/2013	Chairs	£ 3,196.00	Civic Hall	2024/25				
01/12/2015	Chairs	£ 595.00	Civic Hall	2024/25				
01/09/2013	Tables	£ 257.70	Civic Hall	2024/25				
01/10/2013	Tables	£ 699.50	Civic Hall	2024/25				
13/03/2023	Tables	£ 450.00	Civic Hall	2030				
16/03/2015	Curtains	£ 755.00	Civic Hall	2024/25				
01/10/2013	Curtains and Blinds	£ 660.00	Civic Hall	2024/25				
01/09/2013	Curtains and Blinds	£ 354.00	Civic Hall	2024/25				

Note for Annual Return: Assets should be included at purchase cost or proxy cost. Proxy cost can be the insurance value but the value used for 2011 should be fixed at this point and not revalued each year

Fixed Asset Register - May 2022-23

Date Acquired	Asset Name/Description	Purchase Cost	Location Held	Anticipated Replacement Year	Disposal Date	Disposal Value		
01/07/2013	Curtains and Blinds	£ 3,947.66	Civic Hall	2024/25				
01/06/2013	Curtains and Blinds	£ 2,187.98	Civic Hall	2024/25				
13/03/2023	Hoover	£ 169.00	Civic Hall	2025				
27/07/2015	Staging Equipment	£ 11,242.00	Civic Hall	2030/31				
31/07/2014	Stage Curtains	£ 298.00	Civic Hall	2024/25				
13/04/2015	Scaffold Tower	£ 740.00	Civic Hall	2024/25				
01/09/2013	Vacuum Cleaner	£ 275.00	Civic Hall	2024/25				
01/09/2014	Cleaning Equipment Floor Buffer	£ 641.00	Civic Hall	2018/19				
	Total Civic Hall	£ 83,207.40						
	Non Current Asset							
	Bridgend Centre Loan							
31/03/2021	Loan less capital repayments	£ 53,350.49						
	Total Bridgend Centre Loan	£ 53,350.49						
	Civic Hall Building							
	Fair Market Valuation	£ 270,000.00						
	Total Civic Hall Building	£ 270,000.00						
	Total	£ 795,430.32						
	Amendments							
	Civic Regalia	-£ 20,875.00	valuation					
	Personal Computer (Admin Asst)	-£ 123.11	replacement					
	Hanging Baskets	£ 1,370.76	new purchase					
	Water Bowser	£ 289.81	new purchase					
	Market Place Bench	£ 666.51	new purchase					
	Grimshaw Lane Bench	£ 1.00	Refurb					
	Water Heater for Civic Hall	£ 181.60	new purchase					
	Hedge Cutter for Town Wardens	£ 494.43	new purchase					
	Speed Display Unit	£ 2,759.31	new purchase					
	Hoover	£ 169.00	new purchase					
	Road Signs	£ 182.52	new purchase					
	Tables	£ 450.00	new purchase					
	Safe	£ 600.00	new purchase					
		-£ 13,833.17						

Note for Annual Return: Assets should be included at purchase cost or proxy cost. Proxy cost can be the insurance value but the value used for 2011 should be fixed at this point and not revalued each year

Fixed Asset Report

2021/22		2022/23		Difference
Total	809263.49	Total	795430.32	-13,833.17

Difference as below

Additions	
1,370.76	Hanging Baskets
289.81	Water Bowser
666.51	Market Place bench
1.00	Grimshaw Lane bench refurb
181.60	Water Heater CH
494.43	Hedge cutter
2,759.31	Speed Display Unit
182.52	Road Signs
169.00	Hoover
450.00	Tables at CH
600.00	Safe
<hr/>	
7,164.94	Total

Subtractions	
20875.00	Valuation of Chain
123.11	Computer replacement
<hr/>	
20998.11	Total

Total reduction -13,833.17

Balance Carried Fwd 2022/23 795430.32

Bollington Town Council
Reconciliation between Box 7 and Box 8

31/03/2023

This report explains the difference between the total balance in Box 7 and the cash balance in Box 8 by showing the totals for each type of adjustment, the details of which can be listed using the Adjustments report. It deducts the additional assets which have been included on the balance sheet and adds back in the liabilities to arrive at the balance for actual cash and short term investments. This only applies to Annual Returns prepared on Income and Expenditure basis

	<i>Amount</i>	<i>Amount</i>
Box 7 - Balances carried forward		169,071.60
Debtors	3,599.00	
Prepayments		
Stocks and Stores		
VAT Recoverable	3,948.58	
TOTAL DEDUCTIONS		7,547.58
Creditors	16,462.62	
Receipts in Advance		
Doubtful Debts		
TOTAL ADDITIONS		16,462.62
Box 8 - Total cash and short term investments		177,986.64

Bollington Town Council

Summary of Receipts and Payments

6 June 2023 (2022-2023)

All Cost Centres and Codes

Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Audit & GDPR				2,283.00	2,117.16	165.84	165.84 (7%)
2	Mobile Phones, Broadband and I				3,100.00	1,705.22	1,394.78	1,394.78 (44%)
3	Equipment				1,000.00	955.40	44.60	44.60 (4%)
4	Staff Expenses				300.00	161.05	138.95	138.95 (46%)
5	Insurance				4,000.00	3,329.88	670.12	670.12 (16%)
6	IT Support				4,000.00	3,344.80	655.20	655.20 (16%)
8	Refreshments		10.00	10.00	200.00	271.90	-71.90	-61.90 (-30%)
9	Photocopier				1,500.00	925.44	574.56	574.56 (38%)
10	Stationery				750.00	695.93	54.07	54.07 (7%)
11	Subscription				4,100.00	6,029.54	-1,929.54	-1,929.54 (-47%)
12	Staff Training - Road Traffic Man				1,200.00	2,208.00	-1,008.00	-1,008.00 (-84%)
13	Website				500.00	548.00	-48.00	-48.00 (-9%)
41	Councillor Training		99.00	99.00	700.00	404.50	295.50	394.50 (56%)
101	Newsletter							(N/A)
122	Publications/Newsletter				4,500.00	5,685.00	-1,185.00	-1,185.00 (-26%)
SUB TOTAL			109.00	109.00	28,133.00	28,381.82	-248.82	-139.82 (-0%)

Brookbank House

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
20	Brookbank House Repairs, Main		35.00	35.00	2,000.00	1,266.70	733.30	768.30 (38%)
21	Brookbank House Utilities					35.00	-35.00	-35.00 (N/A)
SUB TOTAL			35.00	35.00	2,000.00	1,301.70	698.30	733.30 (36%)

Civic & Community Events

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
29	Christmas Festive Lighting - Traf				10,000.00	6,966.23	3,033.77	3,033.77 (30%)
30	Christmas Lights Switch-On Eve				4,000.00	6,606.32	-2,606.32	-2,606.32 (-65%)
31	Christmas Eve Carols Round the				1,925.00	930.00	995.00	995.00 (51%)
32	Mayoral Civic Dinner				2,000.00		2,000.00	2,000.00 (100%)
33	Mayoral Mayor Making				45.00	5.00	40.00	40.00 (88%)
34	Mayoral Civic Sunday				300.00	32.01	267.99	267.99 (89%)
35	Jubilee				2,000.00	650.05	1,349.95	1,349.95 (67%)
36	Remembrance Sunday Event				925.00	305.00	620.00	620.00 (67%)
37	Scarecrow Event & Queen's Jub				200.00	18.99	181.01	181.01 (90%)
38	School Award/Youth Council				200.00		200.00	200.00 (100%)
39	Town Assembly				500.00	148.95	351.05	351.05 (70%)
40	Volunteers							(N/A)
125	School Visits							(N/A)
126	Volunteers Thank you		332.50	332.50	625.00	63.75	561.25	893.75 (143%)
SUB TOTAL			332.50	332.50	22,720.00	15,726.30	6,993.70	7,326.20 (32%)

Bollington Town Council

Summary of Receipts and Payments

6 June 2023 (2022-2023)

All Cost Centres and Codes

Civic Hall

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
22	Civic Hall Administration				750.00	988.73	-238.73	-238.73 (-31%)
23	Civic Hall Business Rates				5,000.00	4,840.30	159.70	159.70 (3%)
24	Civic Hall Cleaning & Waste				2,500.00	1,522.71	977.29	977.29 (39%)
26	Repairs Maintenance and Improv		3,381.75	3,381.75	7,000.00	14,234.42	-7,234.42	-3,852.67 (-55%)
27	Civic Hall Utilities				9,000.00	6,750.41	2,249.59	2,249.59 (25%)
28	Library Expenses				4,000.00	3,808.45	191.55	191.55 (4%)
SUB TOTAL			3,381.75	3,381.75	28,250.00	32,145.02	-3,895.02	-513.27 (-1%)

Civic Responsibilities

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
42	Former Mayor				750.00	178.93	571.07	571.07 (76%)
43	Mayoral Regalia				800.00	486.02	313.98	313.98 (39%)
44	Mayoral Allowance				1,025.00	474.17	550.83	550.83 (53%)
128	Training							(N/A)
129	Tributes and Awards				50.00	110.16	-60.16	-60.16 (-120%)
150	Room Hire		250.00	250.00		575.00	-575.00	-325.00 (N/A)
SUB TOTAL			250.00	250.00	2,625.00	1,824.28	800.72	1,050.72 (40%)

Community & Environment

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
46	Defibrillator Maintenance				250.00		250.00	250.00 (100%)
58	Town Horticulture		112.50	112.50	10,000.00	4,519.45	5,480.55	5,593.05 (55%)
82	Public Toilets Cleaning Bowling C				3,600.00	300.00	3,300.00	3,300.00 (91%)
103	Community Assets				1,000.00	662.47	337.53	337.53 (33%)
104	Cleaning PT Adlington Road				3,222.00	4,123.03	-901.03	-901.03 (-27%)
120	Auto locking doors - Bowling Clt				10,000.00		10,000.00	10,000.00 (100%)
130	Defib Maintenance							(N/A)
131	Horticultural					33.28	-33.28	-33.28 (N/A)
132	Public Toilets Adlington Road Re				1,000.00	407.60	592.40	592.40 (59%)
133	Bowling Green Public Toilets							(N/A)
SUB TOTAL			112.50	112.50	29,072.00	10,045.83	19,026.17	19,138.67 (65%)

Earmarked Reserves

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
140	Town Hall				20,000.00	6,535.00	13,465.00	13,465.00 (67%)
141	Land Transfer - BHL				1,854.00	2,900.03	-1,046.03	-1,046.03 (-56%)
142	Brookbank House				2,000.00	620.67	1,379.33	1,379.33 (68%)
143	Civic Hall - Improvement and Re				3,000.00		3,000.00	3,000.00 (100%)
144	Civic Responsibilities				6,000.00		6,000.00	6,000.00 (100%)

Bollington Town Council
Summary of Receipts and Payments

6 June 2023 (2022-2023)

All Cost Centres and Codes

145	Christmas Lighting			2,000.00		2,000.00	2,000.00 (100%)
146	Town Warden Van			2,000.00		2,000.00	2,000.00 (100%)
147	Pool Bank Car Parking Spaces	36.94	36.94	3,000.00		3,000.00	3,036.94 (101%)
148	Turner Rise - Legal			750.00		750.00	750.00 (100%)
149	Neighbourhood Plan			700.00		700.00	700.00 (100%)
152	Turner Rise			8,350.00		8,350.00	8,350.00 (100%)
154	Grants 2021/22			6,400.00	5,730.00	670.00	670.00 (10%)
SUB TOTAL		36.94	36.94	56,054.00	15,785.70	40,268.30	40,305.24 (71%)

General Reserves

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
114	General Reserves				18,500.00	600.00	17,900.00	17,900.00 (96%)
SUB TOTAL					18,500.00	600.00	17,900.00	17,900.00 (96%)

Grants

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
83	Grants				14,000.00	8,938.07	5,061.93	5,061.93 (36%)
153	Labour - Road Closure				1,000.00	526.09	473.91	473.91 (47%)
SUB TOTAL					15,000.00	9,464.16	5,535.84	5,535.84 (36%)

Income

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
64	Income Town Hall		610.15	610.15			610.15 (N/A)	
65	Income Brookbank House	5,000.00	6,025.72	1,025.72			1,025.72 (20%)	
66	Income Civic Hall Bookings	35,000.00	42,019.37	7,019.37			7,019.37 (20%)	
67	Income Library Recharges	4,000.00	5,831.89	1,831.89			1,831.89 (45%)	
68	Income Civic & Community Ever	2,000.00		-2,000.00			-2,000.00 (-100%)	
69	Income Projects - Allotments	640.00	822.45	182.45			182.45 (28%)	
117	Income - Bridgend Loan	3,675.00	3,675.84	0.84			0.84 (0%)	
151	VAT - 2022/2023						(N/A)	
SUB TOTAL		50,315.00	58,985.42	8,670.42			8,670.42 (17%)	

Income - EVC Project

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
155	EVC Project		1,760.50	1,760.50			1,760.50 (N/A)	
SUB TOTAL			1,760.50	1,760.50			1,760.50 (N/A)	

Bollington Town Council

Summary of Receipts and Payments

6 June 2023 (2022-2023)

All Cost Centres and Codes

Income Precept

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
115 Income - Precept	220,000.00	220,000.00					(0%)
SUB TOTAL	220,000.00	220,000.00					(0%)

Personnel

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
[REDACTED]		[REDACTED]		[REDACTED]	[REDACTED]	[REDACTED]	[REDACTED]
SUB TOTAL		31.15	31.15	123,541.18	130,208.77	-6,667.59	-6,636.44 (-5%)

Personnel & Assets

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
47 Allotments				3,000.00	2,167.55	832.45	832.45 (27%)
52 Equality, Diversity & Inclusion							(N/A)
62 Pool Bank Parking Spaces							(N/A)
91 Bollington Cross Youth Project							(N/A)
107 Assets		520.00	520.00	1,000.00	666.51	333.49	853.49 (85%)
108 Tools - Town Warden				750.00	678.32	71.68	71.68 (9%)
119 Van Insurance				720.00	798.29	-78.29	-78.29 (-10%)
121 Turner Rise							(N/A)
134 Assets RMI				1,000.00	72.50	927.50	927.50 (92%)
135 Town Warden Clothing				500.00	137.55	362.45	362.45 (72%)
136 PWLB				3,700.00	3,675.84	24.16	24.16 (0%)
137 Van Running Costs				2,200.00	1,215.44	984.56	984.56 (44%)
SUB TOTAL		520.00	520.00	12,870.00	9,412.00	3,458.00	3,978.00 (30%)

Planning & Town

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
53 Footpaths				1,000.00		1,000.00	1,000.00 (100%)
54 Gritting & Flooding				2,000.00	2,143.88	-143.88	-143.88 (-7%)
55 Transport Initiatives				3,000.00	3,132.61	-132.61	-132.61 (-4%)
97 Neighbourhood Plan					21.64	-21.64	-21.64 (N/A)
118 Ashbrook Road				5,000.00		5,000.00	5,000.00 (100%)

Bollington Town Council
Summary of Receipts and Payments

6 June 2023 (2022-2023)

All Cost Centres and Codes

138 Town Maintenance	1,500.00	1,000.00	500.00	500.00 (33%)
139 Ashbrook Road				(N/A)
SUB TOTAL	12,500.00	6,298.13	6,201.87	6,201.87 (49%)

Town Hall

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
14	Town Hall Business Rates	6,800.00	6,487.00	313.00				313.00 (4%)
15	Town Hall Cleaning & Waste	4,000.00	3,182.94	817.06				817.06 (20%)
16	Town Hall Horticulture	500.00	50.00	450.00				450.00 (90%)
18	Town Hall Repairs, Maintenance	3,000.00	11,687.28	-8,687.28				-8,687.28 (-289%)
19	Town Hall Utilities	7,000.00	4,464.87	2,535.13				2,535.13 (36%)
102	Compliance	3,230.00	1,275.64	1,954.36				1,954.36 (60%)
	SUB TOTAL	24,530.00	27,147.73	-2,617.73				-2,617.73 (-10%)

Summary

NET TOTAL	270,315.00	285,554.76	15,239.76	375,795.18	288,341.44	87,453.74	102,693.50 (15%)
V.A.T.		18,286.26			18,663.65		
GROSS TOTAL		303,841.02			307,005.09		

Bollington Town Council

Summary of Receipts and Payments

6 June 2023 (2023-2024)

All Cost Centres and Codes

Administration

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Audit & GDPR				2,290.00	202.20	2,087.80	2,087.80 (91%)
2	Mobile Phones, Broadband and I				2,160.00	464.28	1,695.72	1,695.72 (78%)
3	Office Equipment				1,000.00		1,000.00	1,000.00 (100%)
4	Staff Expenses				200.00		200.00	200.00 (100%)
5	Insurance				4,000.00	3,309.05	690.95	690.95 (17%)
6	IT Support				4,000.00	1,024.28	2,975.72	2,975.72 (74%)
8	Refreshments				300.00	85.44	214.56	214.56 (71%)
9	Photocopier				1,200.00	252.11	947.89	947.89 (78%)
10	Stationery				850.00	272.08	577.92	577.92 (67%)
11	Subscription				3,400.00	2,469.97	930.03	930.03 (27%)
12	Staff Training				600.00	273.00	327.00	327.00 (54%)
13	Website				550.00		550.00	550.00 (100%)
41	Councillor Training				800.00	31.50	768.50	768.50 (96%)
101	Newsletter				5,000.00		5,000.00	5,000.00 (100%)
SUB TOTAL					26,350.00	8,383.91	17,966.09	17,966.09 (68%)

Brookbank House

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
20	Brookbank House Repairs, Main				1,500.00		1,500.00	1,500.00 (100%)
SUB TOTAL					1,500.00		1,500.00	1,500.00 (100%)

Civic & Community Events

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
29	Christmas 2023				8,000.00	12.00	7,988.00	7,988.00 (99%)
32	Mayoral Civic Dinner				2,000.00		2,000.00	2,000.00 (100%)
33	Mayoral Mayor Making				100.00	25.13	74.87	74.87 (74%)
34	Mayoral Civic Sunday				675.00	325.00	350.00	350.00 (51%)
35	Coronation				500.00	679.55	-179.55	-179.55 (-35%)
36	Remembrance Sunday Event				450.00		450.00	450.00 (100%)
38	School award/Youth council				500.00	52.95	447.05	447.05 (89%)
39	Town Assembly				100.00		100.00	100.00 (100%)
40	Recognition in the Community A				150.00		150.00	150.00 (100%)
125	School Visits				50.00		50.00	50.00 (100%)
SUB TOTAL					12,525.00	1,094.63	11,430.37	11,430.37 (91%)

Civic Hall

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
22	Civic Hall Administration				1,000.00		1,000.00	1,000.00 (100%)
23	Civic Hall Business Rates				5,000.00	5,082.32	-82.32	-82.32 (-1%)

Bollington Town Council

Summary of Receipts and Payments

6 June 2023 (2023-2024)

All Cost Centres and Codes

24	Civic Hall Cleaning & Waste	2,000.00	505.66	1,494.34	1,494.34 (74%)
26	Repairs Maintenance and Impro	5,000.00	1,935.01	3,064.99	3,064.99 (61%)
27	Civic Hall Utilities	18,000.00	4,831.57	13,168.43	13,168.43 (73%)
28	Library Expenses	4,000.00	614.74	3,385.26	3,385.26 (84%)
155	Civic Hall Compliance	3,959.00	283.67	3,675.33	3,675.33 (92%)
158	Horticultural	1,500.00	360.00	1,140.00	1,140.00 (76%)
SUB TOTAL		40,459.00	13,612.97	26,846.03	26,846.03 (66%)

Civic Responsibilities

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
42	Former Mayor				900.00	80.00	820.00	820.00 (91%)
43	Mayoral Regalia				250.00		250.00	250.00 (100%)
44	Mayoral Allowance				1,025.00		1,025.00	1,025.00 (100%)
150	Room Hire							(N/A)
SUB TOTAL					2,175.00	80.00	2,095.00	2,095.00 (96%)

Community & Environment

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
46	Defibrillator Maintenance				250.00		250.00	250.00 (100%)
58	Town Horticulture				2,500.00	1,110.99	1,389.01	1,389.01 (55%)
SUB TOTAL					2,750.00	1,110.99	1,639.01	1,639.01 (59%)

Earmarked Reserves

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
139	Ashbrook Road				5,000.00		5,000.00	5,000.00 (100%)
140	Town Hall				20,000.00		20,000.00	20,000.00 (100%)
141	Land Transfer BHL				2,000.00		2,000.00	2,000.00 (100%)
144	Elections				6,000.00		6,000.00	6,000.00 (100%)
147	Pool Bank Car Parking Spaces				3,000.00		3,000.00	3,000.00 (100%)
148	Turner Rise - Legal				1,000.00	350.00	650.00	650.00 (65%)
149	Neighbourhood Plan				700.00		700.00	700.00 (100%)
154	Grants				6,441.00	6,441.00		(0%)
157	Grants				600.00	300.00	300.00	300.00 (50%)
160	Community Assets				150.00		150.00	150.00 (100%)
SUB TOTAL					44,891.00	7,091.00	37,800.00	37,800.00 (84%)

Facilities

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
47	Allotments				8,800.00	1,118.81	7,681.19	7,681.19 (87%)
82	Public Toilets cleaning Adlington				4,200.00	1,239.86	2,960.14	2,960.14 (70%)

Bollington Town Council
Summary of Receipts and Payments

6 June 2023 (2023-2024)

All Cost Centres and Codes

107 Assets		3,000.00		3,000.00	3,000.00 (100%)
108 Tools - Town Warden		500.00	41.26	458.74	458.74 (91%)
119 Van Insurance		900.00		900.00	900.00 (100%)
134 Assets RMI		1,300.00	350.00	950.00	950.00 (73%)
135 Town Warden Clothing		300.00		300.00	300.00 (100%)
136 PWLB		3,675.00	1,837.92	1,837.08	1,837.08 (49%)
137 Van Running Costs		2,200.00	358.83	1,841.17	1,841.17 (83%)
156 Public Toilets Adlington Road Re		1,000.00	306.24	693.76	693.76 (69%)
SUB TOTAL		25,875.00	5,252.92	20,622.08	20,622.08 (79%)

General Reserves

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
114 General Reserves				127,000.00		127,000.00	127,000.00 (100%)
SUB TOTAL				127,000.00		127,000.00	127,000.00 (100%)

Grants

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
83 Grants				14,500.00		14,500.00	14,500.00 (100%)
153 Labour - Road Closure				500.00		500.00	500.00 (100%)
SUB TOTAL				15,000.00		15,000.00	15,000.00 (100%)

Income

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
64 Income Town Hall	450.00	90.25	-359.75				-359.75 (-79%)
65 Income Brookbank House	6,000.00		-6,000.00				-6,000.00 (-100%)
66 Income Civic Hall Bookings	35,000.00	6,465.00	-28,535.00				-28,535.00 (-81%)
67 Income Library Recharges	4,000.00		-4,000.00				-4,000.00 (-100%)
68 Income Mayoral Civic Dinner	2,000.00		-2,000.00				-2,000.00 (-100%)
69 Income Projects - Allotments	625.00	423.00	-202.00				-202.00 (-32%)
117 Income - Bridgend Loan	3,675.00	612.64	-3,062.36				-3,062.36 (-83%)
151 VAT - 2022/2023							(N/A)
159 Friends of the rec		200.00	200.00				200.00 (N/A)
SUB TOTAL	51,750.00	7,790.89	-43,959.11				-43,959.11 (-84%)

Income Precept

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
115 Income - Precept	250,000.00	250,000.00					(0%)
SUB TOTAL	250,000.00	250,000.00					(0%)

Estimated Balance for 31 March 2024

	New Estimate	Actual
Income		
Balance 31 March 2023	£ 136,729	£ 177,987
Plus Precept 2023-24	£ 250,000	£ 250,000
Plus Estimated Income 2023-24	£ 51,750	£ 51,750
Total Income	£ 438,479	£ 479,737
Expenditure		
Estimated Expenditure 2023 - 2024	£ 320,274	£ 305,954
Ear Marked Reserves	£ 12,370	£ 44,891
General Reserves		
Total Expenditure	£ 332,644	£ 350,845
Estimated Balance 31 March 2024	£ 105,835	£ 128,892