



IN ACCORDANCE WITH THE STATUTORY REQUIREMENTS OF THE LOCAL GOVERNMENT ACT 1972 SCHEDULE 12
PARAGRAPH 26(2) [A] (ADMISSIONS TO MEETINGS) SECTION 1(4)

NOTICE IS GIVEN THAT A GOVERNANCE, SERVICES & FINANCE COMMITTEE MEETING OF
CULLOMPTON TOWN COUNCIL
WILL BE HELD AT THE TOWN HALL, CULLOMPTON
ON THURSDAY, 10th NOVEMBER 2022 AT 7:00PM

MEMBERS OF THE PUBLIC HAVE THE RIGHT TO ATTEND UNLESS A SPECIFIC DECISION HAS BEEN
TAKEN TO PROHIBIT THEM

PUBLIC SESSION

For 15 minutes prior to the commencement of the meeting, members of the public are invited to question the Council on local issues etc. Questions will be answered by The Chair or Clerk. These persons will reserve the right to postpone making an answer until the following meeting in order to take advice or undertake research.

During this time, outstanding answers from previous meetings will be delivered.

TO THE CHAIR AND COUNCILLORS **CULLOMPTON TOWN COUNCIL**

**YOU ARE HEREBY SUMMONED TO ATTEND A
GOVERNANCE, RESOURCES & FINANCES COMMITTEE MEETING
10TH NOVEMBER 2022**

AGENDA

- 1. Apologies for Absence**
- 2. Declaration of Financial Interest or Personal Connection**
- 3. Minutes**
To receive and approve:-

None
- 4. Payments List**
To approve list of payments
- 5. Officer Report**
To receive a verbal report from the Locum Deputy Clerk
- 6. Finance Report**
To receive a report on the income and expenditure against budgets.

7. Operational Apps

To work with Cloudy IT on the production of a Health and Safety Checklist App in conjunction with local students and to subscribe to the existing suite of Apps available.

8. Budget 2023/24

To recommend a Budget for 2023/24 with consideration to the budget requests of the Services, Property and Outdoor Spaces Committee and the Community, Economy and Tourism Committee

9. Complaint Received

To consider a complaint regarding the lack of response from the Locum Town Clerk



Francesca Pridding *PSLCC*
Locum Town Clerk / RFO

Cullompton Town Council
Town Hall
1 High Street
Cullompton
EX15 1AB
01884 38249

town.clerk@cullomptontowncouncil.gov.uk

Invoice Date	Invoice Number	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	Analysis Description
12/10/2022	17093817	ALD FORD LEASE	ALD01	25.00	0.00	25.00	Road Fund Licence - WG70 HND
			ALD01 Total			25.00	
24/10/2022	SINV01463799	DEVON COMMERCIAL	DEV01	10.15	2.03	12.18	Desk Diaries 2023
			DEV01 Total			12.18	
01/10/2022	INV-6197	GREENBEAM	GRE01	65.00	13.00	78.00	Broadband - Oct'22
			GRE01 Total			78.00	
11/10/2022	3434	HALCYON	HAL02	172.45	34.49	206.94	Grounds Maintenance
12/10/2022	3452	HALCYON	HAL02	650.00	130.00	780.00	Grass Cutting
			HAL02 Total			986.94	
28/09/2022	221920	LABDON	LAB01	42.22	8.44	50.66	Alms Hse - Paint 2.5Ltr
03/10/2022	222355	LABDON	LAB01	14.70	2.94	17.64	Prestige Gauging Trowel 180mm
07/10/2022	223017	LABDON	LAB01	6.48	1.30	7.78	Market - AAA Batteries - 4 Pck
10/10/2022	223197	LABDON	LAB01	10.06	2.01	12.07	Benches - Paint
13/10/2022	223578	LABDON	LAB01	3.24	0.65	3.89	Paint Brushes
14/10/2022	223704	LABDON	LAB01	7.71	1.54	9.25	Cable Ties
17/10/2022	223989	LABDON	LAB01	18.98	3.79	22.77	Paving Slabs, Ankerbolts, Bols and Nuts.
18/10/2022	224101	LABDON	LAB01	7.76	1.55	9.31	Alms House - Sand Paper and Brushes.
18/10/2022	224143	LABDON	LAB01	2.48	0.50	2.98	25KG Sand Bag
18/10/2022	224186	LABDON	LAB01	1.56	0.31	1.87	Ankerbolts
19/10/2022	224305	LABDON	LAB01	1.39	0.28	1.67	08 150 Ankerbolts
20/10/2022	224468	LABDON	LAB01	11.53	2.30	13.83	JST Satin W/Stn Teak 0.75ltr
20/10/2022	224470	LABDON	LAB01	5.06	1.01	6.07	Bench - P60 Coarse Sanding Pad
21/10/2022	224648	LABDON	LAB01	2.00	0.40	2.40	Bench - Nuts x20
24/10/2022	224791	LABDON	LAB01	78.75	15.75	94.50	Fibreglass and Masks
			LAB01 Total			256.69	
04/10/2022	1408	LGRC	LGR01	2,513.93	502.79	3,016.72	Locum Deputy Town Clerk Sept'22
21/10/2022	1425	LGRC	LGR01	6,156.43	1,231.29	7,387.72	Locum Town Clerk Sept'22
08/11/2022	1440	LGRC	LGR01	4,933.85	986.77	5,920.62	Locum Town Clerk Oct'22
09/11/2022	1441	LGRC	LGR01	3,365.70	673.14	4,038.84	Locum Deputy Town Clerk Oct'22
09/11/2022	1442	LGRC	LGR01	6,377.90	1,275.58	7,653.48	Locum Town Clerk Nov'22 - Proforma
09/11/2022	1443	LGRC	LGR01	3,166.29	633.26	3,799.55	Locum Deputy Town Clerk Nov'22 - Proforma
			LGR01 Total			31,816.93	
27/10/2022	6706	MARBLES	MAR03	600.00	120.00	720.00	Public Toilet Clean - Oct'22
			MAR03 Total			720.00	
14/04/2022	20032043	MDDC	MDDC	70.00	0.00	70.00	Premises Licence - Market
22/08/2022	20032855	MDDC	MDDC	2,911.75	582.35	3,494.10	Grass Cutting 2022/23
10/10/2022	20033262	MDDC	MDDC	70.00	0.00	70.00	Premises Licence - Town Hall
04/10/2022	80022242	MDDC	MDDC	289.90	0.00	289.90	Waste Collect Oct'22 - Mar'23
04/10/2022	80022845	MDDC	MDDC	481.26	0.00	481.26	Waste Collect Oct'22 - Mar'23
			MDDC Total			4,405.26	
01/10/2022	16723	MICROSHADE	MIC01	529.96	105.99	635.95	Hosting - Oct'22
			MIC01 Total			635.95	
26/09/2022	IN203071814	MOLE VALLEY	MOLE01	60.13	12.03	72.16	
28/09/2022	IN203084052	MOLE VALLEY	MOLE01	8.49	1.70	10.19	Tiv Rd Allotment Padlock
10/10/2022	IN203148555	MOLE VALLEY	MOLE01	121.72	13.35	135.07	PPE - New Starter
26/10/2022	IN203239681	MOLE VALLEY	MOLE01	14.29	2.86	17.15	Compost 50l
			MOLE01 Total			234.57	
26/10/2022	#2664	NETWISEUK	NET01	599.00	119.80	718.80	Website Setup Fee - Premium
			NET01 Total			718.80	

31/10/2022	38117 TELESORE	TEL01	267.22	53.44	320.66 Inspection & Maintenance of Shoring Equipment
		TEL01 Total			320.66
31/10/2022	73137 TOZERS	TOZ01	1,398.40	279.68	1,678.08 Work undertaken re current legal issue
		TOZ01 Total			1,678.08
10/10/2022	IN0215518 TUDOR	TUD01	121.93	16.31	138.24 PPE
13/10/2022	IN0216503 TUDOR	TUD01	45.16	9.03	54.19 PPE
19/10/2022	IN0217359 TUDOR	TUD01	71.06	14.22	85.28 PPE
		TUD01 Total			277.71
29/10/2022	OUT-7556 WASTEOLGY	WAS01	300.00	60.00	360.00 Skip Exchange
31/10/2022	OUT-7580 WASTEOLGY	WAS01	20.00	4.00	24.00 Skip Hire - Oct'22
		WAS01 Total			384.00
27/10/2022	518817647 ZURICH	ZUR01	4,484.13	0.00	4,484.13 Insurance YLL-2720841133
27/10/2022	518817730 ZURICH	ZUR01	1,205.41	0.00	1,205.41 Motor Insurance YLL-2720841323
		ZUR01 Total			5,689.54
		Grand Total			48,240.31

Cullompton Town Council Current Year

Bank - Cash and Investment Reconciliation as at 4 November 2022

<u>Confirmed Bank & Investment Balances</u>		
<u>Bank Statement Balances</u>		
31/10/2022	Current Account	452,631.27
30/09/2022	Credit Card	-5.16
30/04/2020	Lloyds 12 Month Deposit (Apr)	0.00
31/03/2020	Lloyds 6 Month Deposit (Apr)	0.00
31/08/2022	Petty Cash	0.58
31/03/2020	Lloyds 3 month deposit	0.00
30/06/2022	Cambridge & Counties Bank	80,200.55
31/03/2020	Recycling Bags Float	0.00
30/09/2022	Unity Trust Bank	50,887.48
30/09/2022	32 Day Notice	100,480.78
30/09/2022	Soldo	990.12
31/10/2022		0.00
		<u>685,185.62</u>
<u>Other Cash & Bank Balances</u>		
		40.00
		<u>685,225.62</u>
<u>Receipts not on Bank Statement</u>		
		0.00
		<u>685,225.62</u>
<u>Closing Balance</u>		
		<u>685,225.62</u>
<u>All Cash & Bank Accounts</u>		
1	Current Bank Account	452,631.27
2	Credit Card	-32.00
3	Lloyds 12 Month Deposit	0.00
4	Lloyds 6 Month Deposit	0.00
5	Petty Cash	0.58
6	Lloyds 3 Month Deposit	0.00
7	Cambridge & Counties Bank	80,200.55
8	Recycling Bags Float	0.00
9	Unity Bank Trust	50,887.48
10	32 Day Notice	100,536.27
11	Soldo	990.12
12	Square	-183.22
	Other Cash & Bank Balances	40.00
	Total Cash & Bank Balances	<u>685,071.05</u>

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Services, Property & Outdoor</u>								
<u>Allotments</u>								
Allotment Rents - Top Field	0	625	0	(625)			0.0%	
Allotment Rents - Haymans	0	173	0	(173)			0.0%	
Allotments :- Income	0	798	0	(798)				0
Allotment Expenses	0	763	1,000	237	31	206	79.4%	
Allotments :- Indirect Expenditure	0	763	1,000	237	31	206	79.4%	0
Net Income over Expenditure	0	35	(1,000)	(1,035)				
<u>St Andrew's Car Park</u>								
St Andrews car park income	0	1,162	0	(1,162)			0.0%	
St Andrew's Car Park :- Income	0	1,162	0	(1,162)				0
St Andrew's Car Park	0	3,553	5,500	1,947		1,947	64.6%	
St Andrew's Car Park :- Indirect Expenditure	0	3,553	5,500	1,947	0	1,947	64.6%	0
Net Income over Expenditure	0	(2,391)	(5,500)	(3,109)				
<u>Cemetery</u>								
Burial Fees	0	12,521	25,000	12,479			50.1%	
Cemetery Income, other	660	920	0	(920)			0.0%	
Cemetery :- Income	660	13,441	25,000	11,559			53.8%	0
Public Works Loan Repayment	8,823	17,647	17,650	3		3	100.0%	
Equipment Mtce & New	0	1,090	2,000	910		910	54.5%	
Cemetery Running Expenses	1,444	10,965	20,000	9,035	2,473	6,562	67.2%	
Cemetery Projects	1,040	1,136	0	(1,136)		(1,136)	0.0%	
Cemetery Project	0	0	35,000	35,000		35,000	0.0%	
Cemetery :- Indirect Expenditure	11,307	30,837	74,650	43,813	2,473	41,340	44.6%	0
Net Income over Expenditure	(10,647)	(17,396)	(49,650)	(32,254)				
<u>Play Areas</u>								
Play Area Running Expenses	0	3,566	6,000	2,434		2,434	59.4%	
Play Areas :- Indirect Expenditure	0	3,566	6,000	2,434	0	2,434	59.4%	0
Net Expenditure	0	(3,566)	(6,000)	(2,434)				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Town Hall</u>								
Town Hall Hire	0	365	0	(365)			0.0%	
Town Hall :- Income	0	365	0	(365)				0
Fire Safety	359	359	5,000	4,641		4,641	7.2%	
Town Hall Running Expenses	290	3,983	11,500	7,517	2,686	4,831	58.0%	667
Town Hall :- Indirect Expenditure	648	4,341	16,500	12,159	2,686	9,473	42.6%	667
Net Income over Expenditure	(648)	(3,976)	(16,500)	(12,524)				
plus Transfer from EMR	0	667						
Movement to/(from) Gen Reserve	(648)	(3,309)						
<u>Town Upkeep</u>								
Town Maintenance Income	0	0	2,000	2,000			0.0%	
Town Upkeep :- Income	0	0	2,000	2,000			0.0%	0
Town Maintenance	0	7,994	7,500	(494)		(494)	106.6%	
Grass/Verge Cutting	0	(582)	4,000	4,582		4,582	(14.6%)	
Public Convenience Running Exp	0	3,222	3,500	278		278	92.1%	
Town Upkeep :- Indirect Expenditure	0	10,633	15,000	4,367	0	4,367	70.9%	0
Net Income over Expenditure	0	(10,633)	(13,000)	(2,367)				
Services, Property & Outdoor :- Income	660	15,766	27,000	11,234			58.4%	
Expenditure	11,956	53,693	118,650	64,957	5,190	59,767	49.6%	
Net Income over Expenditure	(11,296)	(37,928)	(91,650)	(53,722)				
plus Transfer from EMR	0	667						
Movement to/(from) Gen Reserve	(11,296)	(37,260)						
<u>Community, Economy & Tourism</u>								
<u>Community Wellbeing Miscellane</u>								
Community Engagement	0	0	100	100		100	0.0%	
Christmas Lights	0	0	15,000	15,000	850	14,150	5.7%	
Christmas Event	0	0	4,000	4,000		4,000	0.0%	
Play Area Running Expenses	0	0	0	0	795	(795)	0.0%	
Community Wellbeing Committee	0	174	1,500	1,326		1,326	11.6%	
Community Events	0	3,067	6,000	2,933		2,933	51.1%	
Public Rights of Way EMR 350	0	0	0	0	350	(350)	0.0%	
Community Wellbeing Miscellane :- Indirect Expenditure	0	3,242	26,600	23,358	1,995	21,363	19.7%	0
Net Expenditure	0	(3,242)	(26,600)	(23,358)				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Town Centre</u>								
Hanging Baskets	0	25	320	295			7.8%	
Street Market Income	0	35	500	465			7.0%	
St Andrews car park income	0	0	5,500	5,500			0.0%	
Town Centre :- Income	0	60	6,320	6,260			0.9%	0
CCTV	0	75	600	525		525	12.5%	
St Andrew's Car Park	0	0	0	0	768	(768)	0.0%	
Town Maintenance	0	24	0	(24)	652	(676)	0.0%	
Grass/Verge Cutting	0	0	0	0	3,494	(3,494)	0.0%	
Outdoor Market expenses	0	853	3,000	2,147	89	2,059	31.4%	
Tourism & Economic Development	0	0	1,000	1,000		1,000	0.0%	
Market (link to EMR 320)	0	70	0	(70)		(70)	0.0%	
Town Centre :- Indirect Expenditure	0	1,022	4,600	3,578	5,003	(1,425)	131.0%	0
Net Income over Expenditure	0	(962)	1,720	2,682				
<u>Public Rights of Way</u>								
Public Rights of Way	0	400	0	(400)			0.0%	
Public Rights of Way :- Income	0	400	0	(400)				0
Net Income	0	400	0	(400)				
<u>Youth Services</u>								
Youth Services	0	650	19,000	18,350		18,350	3.4%	
Youth Services :- Indirect Expenditure	0	650	19,000	18,350	0	18,350	3.4%	0
Net Expenditure	0	(650)	(19,000)	(18,350)				
Community, Economy & Tourism :- Income	0	460	6,320	5,860			7.3%	
Expenditure	0	4,914	50,200	45,286	6,998	38,289	23.7%	
Movement to/(from) Gen Reserve	0	(4,454)						
<u>Governance, Finance & Resource</u>								
<u>Administration</u>								
Interest Received	55	438	0	(438)			0.0%	
Photocopying Income	1	82	0	(82)			0.0%	
Precept	241,000	482,000	482,000	0			100.0%	
Recycling Bags Income	31	389	0	(389)			0.0%	
Administration :- Income	241,088	482,909	482,000	(909)			100.2%	0

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Advertising	0	0	400	400		400	0.0%	
CCTV	0	50	0	(50)		(50)	0.0%	
General Administration/Other	0	447	1,815	1,368	0	1,368	24.6%	
Recruitment	0	3,154	0	(3,154)		(3,154)	0.0%	
Miscellaneous Expenditure	0	105	0	(105)		(105)	0.0%	
Card Processing charges	32	527	500	(27)		(27)	105.4%	
Room Hire	0	26	2,500	2,474		2,474	1.1%	
Audit Costs	0	380	2,620	2,240		2,240	14.5%	
Photocopier	0	316	1,300	984		984	24.3%	
Postage	0	75	400	325		325	18.7%	
Stationery	0	365	1,250	885	113	772	38.2%	
Subscriptions	0	1,654	2,000	346		346	82.7%	
Telephone & Broadband	0	1,250	2,600	1,350		1,350	48.1%	
Mobile phones	0	527	900	373	509	(136)	115.2%	
Insurance	0	0	1,650	1,650		1,650	0.0%	
Health & Safety Support	0	1,500	1,000	(500)		(500)	150.0%	
Professional Fees	0	1,500	1,500	0		0	100.0%	
Locum Support	0	14,027	0	(14,027)		(14,027)	0.0%	
Tech Fund EMR 334	0	327	0	(327)		(327)	0.0%	
IT Support	0	7,975	10,000	2,025		2,025	79.7%	
Office Equipment	0	1,643	5,765	4,122		4,122	28.5%	
Recycling Bags Expenditure	0	276	0	(276)		(276)	0.0%	
Grants	0	1,860	4,900	3,040		3,040	38.0%	
Employers NI	806	1,567	0	(1,567)		(1,567)	0.0%	
Employers Pension Contribution	1,653	3,241	0	(3,241)		(3,241)	0.0%	
Basic Wages	11,077	107,193	280,000	172,807		172,807	38.3%	
Overtime	0	6,602	0	(6,602)		(6,602)	0.0%	5,900
Personal Protective Equipment	0	874	2,800	1,926		1,926	31.2%	
Staff & Councillor Training	0	1,699	7,000	5,301	745	4,556	34.9%	
Van Lease	330	2,312	4,000	1,688	1,652	36	99.1%	
Van Running Expenses	0	490	2,500	2,010		2,010	19.6%	

Administration :- Indirect Expenditure	13,898	161,961	337,400	175,439	3,019	172,420	48.9%	5,900
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Net Income over Expenditure	227,190	320,948	144,600	(176,348)
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plus Transfer from EMR	0	5,900
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Movement to/(from) Gen Reserve	227,190	326,848
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Governance, Finance & Resource :- Income	241,088	482,909	482,000	(909)			100.2%
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Expenditure	13,898	161,961	337,400	175,439	3,019	172,420	48.9%
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Net Income over Expenditure	227,190	320,948	144,600	(176,348)
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plus Transfer from EMR	0	5,900
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Movement to/(from) Gen Reserve	227,190	326,848
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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	241,748	499,135	515,320	16,185			96.9%	
Expenditure	25,853	220,568	506,250	285,682	15,207	270,475	46.6%	
Net Income over Expenditure	<u>215,894</u>	<u>278,567</u>	<u>9,070</u>	<u>(269,497)</u>				
plus Transfer from EMR	0	6,567						
Movement to/(from) Gen Reserve	<u>215,894</u>	<u>285,134</u>						



CloudyIT is proud to be at the forefront of driving the adoption of modern working IT practices in the council sector.

QUOTATION FOR

Cullompton Town Council - QH-01590-0

19/09/2022

Exec Summary for CloudIT Community App Development Quote

CloudyIT and Cloudy Foundation propose to build a new Health and Safety application for Cullompton Town Council as part of our App development program. Built-in partnership with our Cloudy Foundation charity, we will also work with students from Cullompton who will part of the development process be, more details below.

A fixed fee of £3,000 plus VAT is chargeable to develop the app and a one-time donation to the Cloudy Foundation of £750 is required to be part of the community program.

The App would include using differing tools ? chainsaw, mower, flail, hand tools, etc. Also, vehicle checks, HAVs, manual handling, pesticides maybe, herbicides, working at heights. Etc But more features would be included during our discovery sessions.

Develop an app to resolve a council problem that involves your local community in its makeup.

Our community-driven apps are custom-built for your council in partnership with our charity partner Cloudy Foundation. Taking students from their Enterprise Academy, along with young people from your council's local area, your app project will support the students' development of core business, technical, and interpersonal skills. The result is that you get an app that provides a service solution for your council, a more engaged and invested community, and prospects for you to reach a talented pool of local young people looking for employment opportunities.

Phase one

This discovery phase is where we document the requirement, identify the students to take part in the 12-week app development program, and have you brief the project group.

Phase two

The students meet twice a week, after school, online in Enterprise Academy dedicated sessions with mentors and support from CloudyIT engineers to create the app prototype.

Phase three

After finessing the prototype, the build takes place using Microsoft PowerApps to administer and run the service. Representatives of your council will be invited to sessions to check in with students and see how the app is progressing.

Phase four

Following consultation with you and initial testing and fixes, students present what they have created for feedback from your council.

Phase five

Your app is ready. An awards ceremony marks the official handover of your app from the students to your council, ready for you to deploy it.

Useful Link ?

<https://cloudyfoundation.org.uk/projects/>

<https://www.cloudyit.co.uk/apps-for-local-government/>

Commercial Summary

Line	Item	Qty	Payment Term	Unit Price	Ext. Price
1	<p>App Development (Council) Health and Safety App to include features such as</p> <p>The App would include covering different tools – chainsaw, mower, flail, hand tools, etc. Also vehicle checks, HAVs, manual handling, pesticides maybe, herbicides, working at heights. Etc Key features to be mapped out. Details of the program below.</p> <p>Access to CloudyIT’s App development program. Your Council will be able to:</p> <ul style="list-style-type: none"> • Power App built on Microsoft Dataverse • Utilize Microsoft 365 services including PowerBi, Ai Builder, Forms, Portals as part of the solution <p>As part of our App Development program have access to our existing suite of applications at no extra cost.</p> <p>Develop an App in partnership with CloudyIT and have access to our full portfolio of council apps for three years for unlimited use.</p> <p>Benefits include:</p> <ul style="list-style-type: none"> • Upgrade at any time from one app to the complete CloudyIT council app suite. • No additional licencing or running costs for your Cloudy council apps during the 2-year subscription. * • No falling behind with outdated software. Updates to the suite are automatic ensuring you are always running the latest version, free of charge. • New applications in the CloudyIT App Suite are available to you at no additional cost during your subscription. ** • Opportunities to work alongside the community in your app development, supporting the work of our charity partner, Cloudy Foundation. <p>Apps already included in our program</p> <ul style="list-style-type: none"> - Park inspection - Allotment - Inspection - Asset - Bookings - Cemetery (available soon) - Green spaces 	1.00	One Off	£3,000.00	£3,000.00
2	<p>Community-Driven Council App Development</p> <p>Develop an app to resolve a council problem that involves your local community in its makeup.</p> <p>Our community-driven apps are custom built for your council in partnership with our charity partner Cloudy Foundation. Taking students from their Enterprise Academy, along with young people from your council’s local area, your app project will support the students’ development of core business, technical,</p>	1.00	One Off	£750.00	£750.00

Line	Item	Qty	Payment Term	Unit Price	Ext. Price
	and interpersonal skills as part of the service solution this app will provide for your council.				
Total Labour Items					£3,750.00

Payment Terms Summary

One-Time Total	£3,750.00
Monthly Total	N/A
Annual Total	N/A
VAT	£750.00
Total	£4,500.00

****Please note****

The project will not progress further than the architecture call until 50% of the One Time Total is received.

Interest Charges on Past Due Accounts and Collection Costs Overdue amounts shall be subject to a monthly finance charge. In addition, customer shall reimburse all costs and expenses for attorney's fees incurred in collecting any amounts past due. Additional training or Professional Services can be provided at our standard rates.

APPS TO MODERNISE YOUR COUNCIL SERVICES

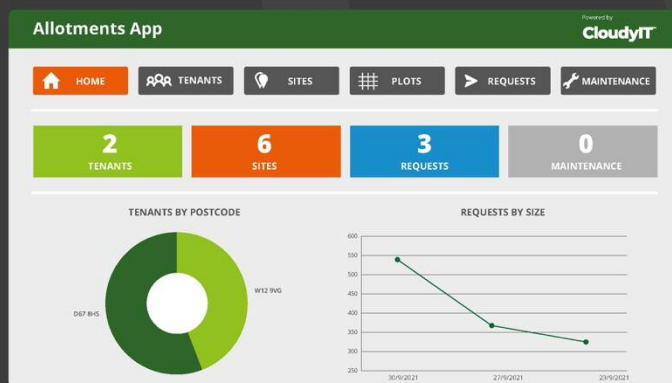
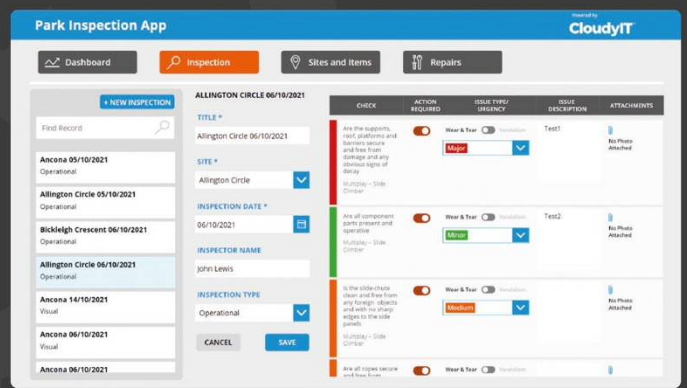


CloudyIT creates innovative and cost-effective ways to help your council maximise on its services and community engagement by building mobile applications (“apps”) that are designed and built for the council sector.

EXAMPLES OF OUR APPS

Park Inspection App

Our easy-to-use Park Inspection App is designed from the ground up to simplify the process of reporting, monitoring and the repairs of your parks and green spaces. Built-in partnership with Town and Parish councils and designed around the RoSPA framework our Microsoft hosted app meets the requirements for any size council, whilst being designed for phone, tablet and PC.



Allotments App

The CloudyIT Allotments App is designed to allow you to automate and optimize the process of managing your allotments. Built on Microsoft 365, it is fully integrated into your IT systems, accessible from any location and using advanced reporting tools it will allow you to ensure your councils allotments are professionally managed.

WHAT THEY SAY ABOUT US

Digital solutions are really important for Woughton Community Council, ensuring we can provide a modern, more effective range of services for our residents. CloudyIT's range of apps ensures our officers can spend more time focusing on the people and less time focusing on the paperwork.

Steve McNay

Woughton Community Council



CLOUDYIT APPS FOR COUNCILS

Adaptable to any size council, our low-cost apps are securely built on the Microsoft 365 platform to help streamline key council services, from allotment management and cemetery administration to youth services, park inspections, and asset management.

5 REASONS COUNCILS CHOOSE CLOUDYIT APPS:



A wide range of proven digital apps for streamlining and accelerating delivery of council services

From a digital way to automate and manage meetings to mobile-friendly handling of council inspections, our years of developing apps with town and parish councils means that we have an app solution to cover all the key features your council needs as standard, ready to be tailored to your council.



Affordable and integrated with your existing system for ease of use

Our apps are built on the Microsoft 365 platform, which means they come with all the security, accessibility, and reliability that Microsoft affords. Integrating seamlessly with Microsoft Office, not only will your apps be easy to use and have a familiar, easy-access, interface for your team (including within Microsoft Teams), but you also benefit from low cost of ownership as your apps will be included under your existing Microsoft licensing.



Making the day to day running of your council easier and more informed

Like our full range of IT modernisation services, our apps have been developed alongside council clerks, officers, and councillors to help digitally transform their everyday work where it matters to them. That's why automations to help make everyday tasks more efficient and business intelligence reports based on app usage are built in, as standard.



Giving you a professional edge by involving the community in your app development

Our custom app projects give you the option to work alongside our charity partner, Cloudy Foundation, to involve talented young people from the community who are interested in developing their tech and business skills. This provides your council with a socially responsible angle to your app development story as well as a final app (built using valuable insights from the community your council serves) that fosters greater community engagement from start to finish.



Free 30-day trial

We are so confident that our apps can improve the delivery and community engagement of your council services that we offer a 30-day trial for you to test an off-the-shelf version for yourself. You can opt out at any time, but if you're happy with the trial, your subscription will roll over to a fully developed app project where we will customise the app to your individual council's needs for maximum impact on your service provision.

OUR BESPOKE SERVICES



Applications
for the Modern
Council



Agenda Pack
Solutions for
Councils



IT Support &
Training for
Councils



Broadcasting
Meetings for
Councils



Web Design &
Accessibility
for Councils

Find out more at cloudyit.co.uk/councils

Microsoft Partner
Silver Small and Midmarket Cloud Solutions



Account	Opening Balance	Net Transfers	Closing Balance
320 Gazebos & Equipment Market	10,000.00		10,000.00
322 Cemetery Paths/Project	16,172.72		16,172.72
324 Street Furniture Replacement	5,000.00		5,000.00
326 Town Hall Improvements EMR	0.00		0.00
327 19 High Street	0.00		0.00
328 Play Area Fund EMR	8,613.00		8,613.00
329 Play Equipment EMR	2,000.00		2,000.00
330 Railway Feasibility Study EMR	20,000.00		20,000.00
332 St Andrews cpark iprvmt EMR	10,000.00		10,000.00
334 Tech Fund EMR	19,308.00	-667.45	18,640.55
336 Skate Park Benches	5,000.00		5,000.00
338 Townscape Heritage Scheme EMR	25,000.00		25,000.00
340 General Contingency	5,000.00		5,000.00
342 Allotments	10,619.00		10,619.00
344 Christmas Lights	0.00		0.00
346 Community Events	0.00		0.00
348 Cemetery Welfare Facilities	0.00		0.00
350 Public Rights of Way	0.00		0.00
352 Staffing Contingency	12,000.00	-17,900.00	-5,900.00
354 Mayoralty Fund	0.00		0.00
356 Equipment Replacement EMR	2,500.00		2,500.00
358 CCTV EMR	4,500.00		4,500.00
360 Health & Safety Support	0.00		0.00
362 Professional Fees	0.00		0.00
364 Swimming Pool Dev Order EMR	9,000.00		9,000.00
366 Youth Services	0.00		0.00
368 Youth Council	0.00		0.00
370 Market	0.00		0.00
375 Neighbourhood Plan	0.00		0.00
378 Public Toilets	0.00		0.00
380 Election Contingency	5,000.00		5,000.00
385 Town Team	0.00		0.00
386 Leat Repairs	2,000.00		2,000.00
	<u>171,712.72</u>	<u>-18,567.45</u>	<u>153,145.27</u>

GOVERNANCE, FINANCE AND RESOURCES

	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
Salaries, PAYE, Pension & NI					
	£ 248,794.00	£ 230,000.00	£ 280,000.00		£ 300,000.00
Committee Recommendation:					
Officer Recommendation: The £300,000 recommendation has Employers NI at the 13.8% rate.					

	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
Locum Support					
	£ -	£ 45,000.00	£ 12,000.00		£ 10,000.00
Committee Recommendation:					
Officer Recommendation:					

	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
Advertising					
	-£ 75.00	£ -	£ 400.00		£ 400.00
Committee Recommendation:					
Officer Recommendation: As before					

	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
Training					
	£ 4,742.30	£ 3,500.00	£ 7,000.00		£ 7,000.00
Committee Recommendation:					
Officer Recommendation: New Councillor training will be needed in May'23 plus Town Clerk will be finishing CiLCA may need additional training and payment including SLCC conferences. Ongoing staff training.					

	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
Photocopier and Printing					
	£ 1,219.58	£ 650.00	£ 1,300.00		£ 700.00
Committee Recommendation:					
Officer Recommendation: Decrease in printed material being generated					

	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
Stationery & Postage					
	£ 917.21	£ 900.00	£ 1,650.00		£ 900.00
Committee Recommendation:					
Officer Recommendation: The split will be as follows: £800 Stationery and £100 postage					

GOVERNANCE, FINANCE AND RESOURCES

Phone & Broadband	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 2,340.31	£ 2,501.00	£ 2,600.00		£ 2,700.00
Committee Recommendation:					
Officer Recommendation: Sector recommendations suggest 3% increase on previous years budget.					

Mobile Phones	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 1,223.88	£ 1,100.00	£ 900.00		£ 900.00
Committee Recommendation:					
Officer Recommendation: A full audit of mobile phone requirements will be done and hopefully expenditure reduced.					

Office Equipment	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 3,640.58	£ 2,000.00	£ 5,765.00		£ 5,000.00
Committee Recommendation:					
Officer Recommendation:					

IT Support	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 8,063.62	£ 11,000.00	£ 10,000.00		£ 6,000.00
Committee Recommendation:					
Officer Recommendation: Ongoing Office 365 and emails, year end cost and other support. Savings due to new IT provision and reorganisation of budget headings.					

IT Subscriptions	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
					£ 5,000.00
Committee Recommendation:					
Officer Recommendation:					

Website Hosting	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ -	£ 450.00	£ -		£ 450.00
Committee Recommendation:					
Officer Recommendation:					

GOVERNANCE, FINANCE AND RESOURCES

Recruitment	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ -	£ 3,154.42	£ -		£ 3,000.00

Committee Recommendation:

Officer Recommendation: Previous figures were coded to admin support or advertising. Created this year to better monitor expenditure.

Professional Membership Subs	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 2,432.28	£ 2,000.00	£ 2,000.00		£ 2,500.00

Committee Recommendation:

Officer Recommendation:

Bank Charges	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ -	£ 100.00	£ -		£ 250.00

Committee Recommendation:

Officer Recommendation:

Card Charges	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 937.09	£ 750.00	£ 500.00		£ 500.00

Committee Recommendation:

Officer Recommendation: Included in figure is all cards e.g fuel card, soldo etc.

Audit Fees	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 1,760.00	£ 1,000.00	£ 2,620.00		£ 1,500.00

Committee Recommendation:

Officer Recommendation:

Insurance	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 4,758.00	£ 5,689.54	£ 1,650.00		£ 6,000.00

Committee Recommendation:

Officer Recommendation: In previous years insurance apportioned to each committee.

GOVERNANCE, FINANCE AND RESOURCES

Professional Fees	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 1,500.00	£ 3,500.00	£ 1,500.00		£ 2,500.00
Committee Recommendation:					
Officer Recommendation: Figure includes legal practice retainer.					

Health and Safety	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 57.50	£ 1,500.00	£ 1,000.00		£ 1,000.00
Committee Recommendation:					
Officer Recommendation:					

Grants	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 1,100.00	£ 4,900.00	£ 3,000.00		£ 5,000.00
Committee Recommendation:					
Officer Recommendation: Over budget due to timing of second grant application, remaining £1900 carried over from 21/22.					

PPE	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 1,368.44	£ 2,000.00	£ 2,800.00		£ 2,000.00
Committee Recommendation:					
Officer Recommendation:					

Van Lease	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 3,963.60	£ 3,963.60	£ 4,000.00		£ 4,000.00
Committee Recommendation:					
Officer Recommendation:					

Van - Running Expenses	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 1,926.63	£ 1,500.00	£ 2,500.00		£ 2,500.00
Committee Recommendation:					
Officer Recommendation:					

GOVERNANCE, FINANCE AND RESOURCES

General Admin	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 222.09	£ 500.00	£ 1,815.00		£ -
Committee Recommendation:					
Officer Recommendation: To no longer use due to lack of specificity.					

Recycling Bags	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 240.90	£ 276.00	£ -		£ 300.00
Committee Recommendation:					
Officer Recommendation: to re stock recycling bags shown on income page.					

Mayoralty Fund	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 159.00	£ -	£ -		£ 200.00
Committee Recommendation:					
Officer Recommendation:					

CCTV	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ -	£ 50.00	£ -		£ 1,000.00
Committee Recommendation:					
Officer Recommendation: Annual service plus maintenance					

Mileage & Subsistence	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ -	£ -	£ -		£ 400.00
Committee Recommendation:					
Officer Recommendation:					

Trees	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ -	£ -	£ -		£ 2,000.00
Committee Recommendation:					
Officer Recommendation:					

GOVERNANCE, FINANCE AND RESOURCES

Archive Project	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ -	£ 1,000.00	£ -		£ 2,500.00

Committee Recommendation:

Officer Recommendation: Overbudget due to previous finance officer using her time while employed on archive project. 2 hours per week allocated which is to be continued as contractor invoicing monthly.

Election Expenditure	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ -	£ -	£ -		£ 5,000.00

Committee Recommendation:

Officer Recommendation: 23/24 is an election year, £5,000 in EMR recommend an extra £5,000 incase of contested wards.

Councillor Allowances	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 480.00		£ -		£ 2,250.00

Committee Recommendation:

Officer Recommendation:

Leat Repairs	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ -	£ -	£ -		£ 2,000.00

Committee Recommendation:

Officer Recommendation: Licences could be needed for emergency/remedial work.

Public Works Loan Repayment	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 17,646.64	£ 17,646.64	£ 17,650.00		£ 17,650.00

Committee Recommendation:

Officer Recommendation:

Utilities	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ -	£ -	£ -		

Committee Recommendation:

Officer Recommendation: Do we wish to use this budget heading moving forward for all utilities for TC's premises?

COMMUNITY, ECONOMY AND TOURISM COMMITTEE

Christmas Lights	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 11,618.00	£ 20,000.00	£ 15,000.00	£ 17,000.00	£ 17,000.00
Committee Recommendation:					
Officer Recommendation: To allow the dressing of the 6 trees at the front of the Hayridge car park with a small contingency.					

Christmas Event	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 3,782.00	£ 4,000.00	£ 4,000.00	£ 4,000.00	£ 4,000.00
Committee Recommendation: To provide grants to community groups					
Officer Recommendation:					

Public Rights of Way	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 99.00	£ -	£ -	£ -	£ -
Committee Recommendation:					
Officer Recommendation:					

Community Events	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ -	£ 3,500.00	£ 6,000.00	£ 6,000.00	£ 6,000.00
Committee Recommendation: In order to provide grants to community groups to facilitate community events including funding and administering road closures.					
Officer Recommendation:					

Outdoor Market Expenses	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ -	£ 1,000.00	£ 3,000.00	£ 2,000.00	£ 2,000.00
Committee Recommendation: Although there is an EMR for gazebo replacement, there may be incidental expenses such as replacement of signage and flags.					
Officer Recommendation:					

Youth Services	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 18,353.00	£ 650.00	£ 19,000.00	£ 20,000.00	£ 20,000.00
Committee Recommendation: Until the way forward with Youth Services and how they are provided is found, such services should be budgeted for; if it is unspent, it can be reallocated or placed into EMR.					
Officer Recommendation:					

Tourism and Economic Development	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 10,254.00	£ -	£ 1,500.00	£ 1,500.00	£ 1,500.00
Committee Recommendation:					
Officer Recommendation: Large spend in 2021/22 due to Welcome Back Fund spend (notice board and pavement cleaning) offset by a £10,000 grant from central Government paid via MDDC. Budget required to allow the purchase of additional, self-watering, hanging baskets; this will all much less frequent watering by staff and the consequential savings in staff time.					

SERVICES, PROPERTY AND OUTDOOR SPACES

Fire Safety	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 2,410.00	£ 3,000.00	£ 5,000.00	£ 3,000.00	£ 3,000.00

Committee Recommendation: Surplus from current year to be moved to Town Hall EMR.

Officer Recommendation: Need to ensure that fire escape route is properly signposted and safe and that the fire extinguishers are up to date. Suggest remaining 2022/23 budget is moved to Town Hall EMR

Cemetery Running Expenses	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 19,109.73	£ 17,500.00	£ 20,000.00	£ 20,000.00	£ 20,000.00

Committee Recommendation:

Officer Recommendation: Retain budget to account for increases in overheads, rates included

Cemetery Projects/Essential Works	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ -		£ -	£ -	£ -

Committee Recommendation:

Officer Recommendation:

Allotment Expenses	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 4,017.83	£ 1,250.00	£ 1,000.00	£ 1,500.00	£ 1,500.00

Committee Recommendation:

Officer Recommendation: Likely to be slightly over budget this year due to works required recommend slight increase to absorb any works required to make good paths etc.

Other Equipment - New & Maintenance	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 752.85	£ 6,500.00	£ 2,000.00	£ 3,000.00	£ 3,000.00

Committee Recommendation:

Officer Recommendation: This does not include IT equipment for Town Hall or Cemetery.

Town Hall Improvements	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ -		£ -	£ -	£ -

Committee Recommendation: Dependent on what is agreed in the Strategic Plan.

Officer Recommendation:

Town Hall Running Expenses	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 8,463.58	£ 10,000.00	£ 11,500.00	£ 19,500.00	£ 14,500.00

Committee Recommendation: £14,500 plus £5,000 contingency to be added as an EMR due to ongoing energy crisis.

Officer Recommendation: Due to fluctuations in the energy prices, the potential for another increase in unit price and now back to office working we are factoring in a percentage uplift in electricity and gas costs.

SERVICES, PROPERTY AND OUTDOOR SPACES

Play Area Running Expenses	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£	7,756.05	£ 4,500.00	£ 6,000.00	£ 4,500.00
Committee Recommendation: 2021/22 increased expenditure due to COVID legislation around play area cleaning.					
Officer Recommendation: Annual play inspection, equipment maintenance.					

Play Area Equipment	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£	-		£ -	£ -
Committee Recommendation: Decision pending officer report on Upcott Field. EMR's are available once strategic plan is adopted.					
Officer Recommendation: Do any play areas need updating? Reference ROSPA reports.					

Play Area Projects	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£	-		£ -	£ -
Committee Recommendation: Decision pending officer report on Upcott Field. EMR's are available once strategic plan is adopted.					
Officer Recommendation: Upcott field s106 needs to be considered.					

St Andrews Car Park	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£	6,262.89	£ 5,000.00	£ 5,500.00	£ 5,500.00
Committee Recommendation: Any anticipated capital expenditure, EMR's are available.					
Officer Recommendation: Rates at £2,300 and Pay and Display Fee from Mid Devon at £2,400.					

Public Rights of Way	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£	98.92	£ -	£ -	£ 400.00
Committee Recommendation: Grant anticipated from DCC. Works to be undertaken by outdoor team with advisement from Nick Savage.					
Officer Recommendation: If grant received, needs to be spent in full and reported on.					

Town Maintenance	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£	3,351.52	£ 4,000.00	£ 7,500.00	£ 4,500.00
Committee Recommendation:					
Officer Recommendation: Based on this year expenditure without hanging baskets which will be moving to community, Economy and Tourism committee.					

Grass/Verge Cutting	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£	582.35	£ 1,950.00	£ 4,000.00	£ 3,000.00
Committee Recommendation:					
Officer Recommendation: We intend to journal £1950 from Cemetery Running and Play Areas to Grass/Verge Cutting.					

Public Convenience Running Expenses	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£	10,928.60	£ 7,500.00	£ 3,500.00	£ -
Committee Recommendation: Deferred until report regarding termination of current contract is brought to the committee.					
Officer Recommendation: Cleaning contract has been terminated so the running costs are reduced					

INCOME

Precept	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 461,481.00	£ 482,000.00	£ 482,000.00		£ 498,985.00
Committee Recommendation:					
Officer Recommendation: 0.00% increase against Band D Levy					

Allotment Rents - Top Field	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 506.00	£ 625.00	£ 625.00	£ 625.00	£ 625.00
Committee Recommendation:					
Officer Recommendation: Same as last year due to no increase in fees.					

Allotment Rents - Haymans	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 119.00	£ 172.50	£ 172.50	£ 172.50	£ 172.50
Committee Recommendation:					
Officer Recommendation: Same as last year due to no increase in fees.					

Cemetery	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 39,340.36	£ 25,000.00	£ 25,000.00	£ 25,000.00	£ 25,000.00
Committee Recommendation: Budget does not reflect the agreed 10% uplift in cemetery fees agreed at SPOS meeting 03/11/2022.					
Officer Recommendation:					

Town Hall Hire	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 240.00	£ 365.00	£ -	£ 250.00	£ 250.00
Committee Recommendation: Deferred until legal issue re fire exit resolved.					
Officer Recommendation: Town hall not open to public, however, polling station due May 2023.					

St Andrews Car Park	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 5,599.46	£ 4,500.00	£ 5,500.00	£ 5,500.00	£ 4,500.00
Committee Recommendation:					
Officer Recommendation:					

Public Rights of Way	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ -	£ -	£ -	£ 400.00	£ 400.00
Committee Recommendation:					
Officer Recommendation: Yearly grant of £400 expected, however, need to apply for this.					

Recycling Bags	2021/22 Actual	2022/23 Est.	2022/23 Budget	2023/24 Comm Rec	2023/24 Officer Rec
	£ 657.40	£ 500.00	£ -		£ 500.00
Committee Recommendation:					
Officer Recommendation:					

