



The Old Courthouse,
Jaycroft Road,
Burnham on Sea,
TA8 1LE

21st November 2023

To: All Members of the Finance and Resources Committee

YOU ARE HEREBY SUMMONED TO ATTEND a meeting of the **FINANCE AND RESOURCES COMMITTEE** to be held on **27th November 2023** in the Council Chamber, Old Courthouse, Jaycroft Road, TA8 1LE at **7.00 pm** for the purpose of transacting the business set out in the agenda below.

All members of the public are welcome to attend.

Building doors will be open at 6:45pm

A handwritten signature in black ink, appearing to be "K Noble", written on a white background.

Katherine Noble
Town Clerk

Please contact the Town Council reception (01278 788088) if you need further information on this agenda.

Members of the Finance and Resources Committee

Councillor R. Baker
Councillor P. Clayton
Councillor A. Elrick
Councillor M. Facey
Councillor G. Gudka (Chair)
Councillor R. Keen

Councillor A. Matthews
Councillor B. Metcalfe
Councillor S. Perry
Councillor C. Searing
Councillor B. Vickers

Public participation

A public participation session will now be held before the meeting starts. Anyone wishing to speak on any matters is encouraged to give notice of the request and subject matter to the Town Clerk no later than midday on the last working day prior to the meeting. Public participation shall be restricted to the public participation session, unless directed otherwise by the Chair. In accordance with standing orders the public participation time will not exceed 15 minutes in total with no individual speaker exceeding 3 minutes.

Finance and Resources Meeting Agenda

27th November 2023

97.0.F23 Apologies for absence

98.0.F23 To receive any declarations of interest on items included on this agenda

99.0.F23 To receive and approve the minutes of the Finance and Resources meeting held on 16th October 2023

100.0.F23 Matters arising from previous minutes

101.0.F23 To receive for information minutes of sub-committees

102.0.F23 To receive the Chairs report

103.0.F23 To receive the list of payments up to 21st November 2023

104.0.F23 To note the income and expenditure and earmarked reserves reports up to the end of October 2023

105.0.F23 To approve the bank reconciliation for October 2023

106.0.F23 To receive feedback from Q2 internal check undertaken by Councillors Gudka and Matthews

107.0.F23 To review and agree Fees and Charges for 2024/25

108.0.F23 To consider draft committee budget for 2024/25

109.0.F23 Date of next meeting

The next meeting of the Committee is scheduled for 8th January 2024 at 7 pm.

110.0.F23 To resolve to exclude members of the press and public as publicity would prejudice the public interest by reason of the confidential nature of the business to be transacted Public Bodies (Admission to Meetings) Act 1960

111.0.F23 To consider HR-Sub Committee staffing report



Minutes of a meeting of the Finance and Resources Committee held on 16th October 2023 in the Council Chamber, The Old Courthouse, Jaycroft Road, Burnham-on-Sea at 7 pm

Present: Councillors G. Gudka (Chair), R. Baker, P. Clayton, M. Facey, R. Keen, A. Matthews, B. Metcalfe, S. Perry, C. Searing, B. Vickers

In attendance: N. Brooks (RFO), H. Hurley and two members of the public

Public Participation

A member of the public raised a TIMPS issue that will be forwarded as appropriate.

82.0.F23 To receive apologies for absence

Apologies were received from the Town Clerk.

83.0.F23 To receive any declarations of interest on items included on this agenda

There were no declarations of interests.

84.0.F23 To receive and approve the minutes of the Finance and Resources Committee meeting held on 4th September 2023 and the extraordinary meeting held on 26th September 2023

The minutes of the previous meeting of the Finance and Resources Committee, held on 4th September 2023, and also the extraordinary meeting, held on 26th September 2023, were presented by the Chairman.

(Councillors Metcalfe and Clayton joined the meeting at this juncture)

Resolved that the minutes of the meeting held on the 4th September be taken as read, confirmed and signed by Councillor Matthews who chaired that meeting.

Resolved that the minutes of the extraordinary meeting held on the 26th of October be taken as read, confirmed and signed by the Chairman.

85.0.F23 Matters arising from previous minutes

There were no matters arising.

86.0.F23 To receive Chairs report

The Chairman reported that he was pleased that recent meetings supported local causes through the allocation of grants, although he was disappointed that there were not more applicants for the beautification grant. The Town Clerk had been asked to explore whether funds were

Signed by chair.....

date.....



available to invite more applications but had confirmed this was not possible.

The update to the accounting system, with a cleaner set of budget codes and the work of a full time RFO is already of benefit.

87.0.F23 To receive the list of payments up to 9th September 2023

The list of payments attached to these minutes were noted and no queries were raised.

88.0.F23 To note the income and expenditure and earmarked reserves reports up to end of September 2023

The income and expenditure and earmarked reserves were noted and no queries were raised.

89.0.F23 To approve the bank reconciliation for September 2023

Resolved that the bank reconciliation was approved and signed by the Chairman.

90.0.F23 Office Accommodation Working Group update report and to agree expenditure required

Resolved that it is recommended to Council that funds be released from the Property Maintenance EMR to carry out a survey on the former school building and cost the works.

91.0.F23 To consider responding to the NALC consultation to update Model Financial Regulations

The Chairman gave an overview of the Model Financial Regulations and made suggestions on a response.

Resolved that Members forward suggestions to the Town Clerk and the Town Clerk prepares a response, in consultation with the Chairman and Vice Chairman.

92.0.F23 To receive feedback from internal check undertaken by Councillors Gudka and Matthews

A good process for conducting and documenting checks is in place and no particular issues were found.

93.0.F23 To receive cemeteries equipment update report

The report was noted.

94.0.F23 To note Interim External Audit report

The Chairman gave a brief summary to explain why the external auditor has not been able to complete certification. Some queries were raised and will be clarified.



**Burnham-on-Sea
& Highbridge**
TOWN COUNCIL

95.0.F23 To appoint Internal Auditor for 2023/24

The Chairman gave an overview of the attached report. A discussion took place regarding the options.

Resolved that Hillside Business Services are appointed to carry out the internal audit for 2023/24.

96.0.F23 Date of next meeting

The next meeting of the Finance and Resources Committee will be held on 27th November 2023 at 7 pm.

Signed by chair.....

date.....

DATE OF INVOICE	SUPPLIER	INVOICE NUMBER	DESCRIPTION	NET	VAT	GROSS
08/09/2023	SpotOnSupplies		31647187 cleaning supplies - TC	£87.45	£17.49	£104.94
31/10/2023	Amazon	GB3DUT5ABEY	XLR adapter & extension - Princess Theatre	£15.19	£2.49	£17.68
01/11/2023	Amazon	GB31UQUNABEI	First aid plasters	£9.11	£1.82	£10.93
09/10/2023	AWP Services Ltd		124833 Water Fountain Pump repairs	£2,363.00	£472.60	£2,835.60
23/10/2023	Bravo Events		681 Technician -Princess Theatre Oct 23	£1,125.00	£225.00	£1,350.00
26/10/2023	GC Sound and Light	GCSL4145	Day hire - portable Audio System	£25.00	£5.00	£30.00
23/10/2023	GH Tyres	20379-67	repairs Rangers van	£116.67	£23.33	£140.00
31/10/2023	Lyreco		6723659413 stationery - Town Council	£140.23	£20.55	£160.78
01/11/2023	Sansum Solutions	INV-10505	Cleaning - TC	£280.16	£56.03	£336.19
27/10/2023	SLCC	ORD509405-1	The Clerks Manual 2023	£51.50	£0.80	£52.30
30/10/2023	Somerset Council		30036033 Twice weekly empty dog bin - cemetery July-Sept 2023	£69.68	£13.94	£83.62
31/10/2023	Steve West Sings		57 Entertainment xmas event for volunteers - Princess Theatre			£120.00
01/11/2023	Unroyal Choir - Julie Meikle	Apr-Jun 2023	Unroyal choir sessions - Princess Theatre			£700.00
01/11/2023	Amazon	INV-GB-176615211-2023-3204	XLR Connector Coupler Changer - Princess Theatre	£7.79	£1.56	£9.35
01/11/2023	Sarah Hill	invoice 1	Arts sales settlement			£34.20
25/10/2023	Andrea Cox	invoice 001	Arts sales settlement			£121.60
31/10/2023	Biffa	308C26203	Waste collection - Princess Theatre	£193.81	£38.76	£232.57
02/11/2023	Conn Artists Theatre Company Limited	invoice 23	The Haunting Show settlement			£909.77
01/11/2023	The BAY Centre	I731	room hire - travellers meeting			£16.00
02/11/2023	Amazon	GB3E33AABEY	Chlorine tablets - Fountain	£24.95	£4.99	£29.94
30/10/2023	Proper Job	Z0009T03-146772	sundries and merchandise - Princess Theatre	£20.90	£3.38	£24.28
23/10/2023	Proper Job	Z0009T02-458426	Blackboard paint	£4.99	£1.00	£5.99
08/11/2023	Microshade		18496 IT services	£970.92	£194.18	£1,165.10
03/11/2023	Our Star Theatre Company Ltd		230040 The Invisible Man Show settlement			£454.93
02/11/2023	SLCC	MEM246034-1	Membership Deputy Town Clerk			£279.00
30/10/2023	Tutti Frutti Productions		992 Lightbulb Princess show settlement	£1,050.00	£210.00	£1,260.00
30/10/2023	GT Building Services		15844 Boiler repairs - Princess Theatre	£685.00	£137.00	£822.00
20/09/2023	ITEC		906988 Photocopier services	£32.04	£6.40	£38.44
20/10/2023	ITEC		919312 Photocopier services	£50.59	£10.12	£60.71
31/10/2023	MJ Church		490751 Waste services - cemeteries	£25.33	£5.07	£30.40
31/10/2023	MJ Church		490752 Waste services - cemeteries	£20.74	£4.15	£24.89
31/10/2023	MJ Church		490753 Waste services - cemeteries	£20.74	£4.15	£24.89
03/11/2023	Spot On Supplies		31650110 cleaning supplies - Princess Theatre	£122.02	£24.40	£146.42
26/09/2023	Toolstation	XWW447669828	Aluminium finger plate - Princess Theatre	£19.77	£3.95	£23.72
06/11/2023	TWC		58 Window Cleaning - Princess Theatre			£28.50
31/10/2023	Gwilliams of Edington		16189 van repairs - Rangers	£54.05	£10.81	£64.86
01/11/2023	M5 Textiles		27940 Rangers uniform	£313.00	£62.60	£375.60
08/11/2023	Quicksign		9830 4 x remembrance day signboards	£380.00	£76.00	£456.00
08/10/2023	Bravo Events		679 Technician - Wind in the Willows	£200.70	£40.14	£240.84
05/11/2023	Highbridge & Burnham-on-Sea Carnival Ltd	05.11.23	Postponed Sea Front Fireworks			£918.40

14/11/2023	Amazon	DS-ASE-INV-GB-2023-468783018	workwear - Rangers					£114.85
13/11/2023	Amazon	GB3F58UABEY	computer speaker			£10.82	£2.17	£12.99
17/11/2023	Amazon	INV-GB-150866681-2023-2042	Seagull proof waste sacks			£55.86	£11.20	£67.06
17/11/2023	Amazon	INV-GB-173385861-2023-576	PAT testing stickers			£17.48	£3.50	£20.98
12/11/2023	Burnhams Excellent Entertainment Society		Nov-23 Wind in The Willows settlement					£963.88
17/11/2023	Bravo Events		694 Technician Nov 2023			£1,125.00	£225.00	£1,350.00
17/11/2023	Bravo Events		702 Hire of equipment			£21.02	£4.20	£25.22
10/11/2023	Bridge Solutions UK Limited	DG-12171	Phone services			£222.88	£44.58	£267.46
11/11/2023	Business Waste	P1262641	Paper waste disposal - TC			£22.00	£4.40	£26.40
06/11/2023	Denis & Ian Pearce Ltd		18157 Hire of public address system fireworks - reduced (cancellation)			£1,575.00	£315.00	£1,890.00
03/10/2023	Iris	INV-ISL-0321064	Payroll services			£105.54	£21.11	£126.65
03/11/2023	Iris	INV-ISL-0338088	Payroll services			£105.54	£21.11	£126.65
15/11/2023	Pear Technology		139842 Maplink technical support & updates			£90.00	£18.00	£108.00
29/11/2023	Pozitive Energy		4104820234454560 Electricity - Princess			£1,601.48	£320.30	£1,921.78
11/11/2023	Royal British Legion		2 x poppy wreaths					£100.00
09/11/2023	GB Promotions	03.11.23	The New Jersey Boys show settlement					£1,801.60
31/10/2023	MD Group		127458 Lamp post repainting, replace sea front signage & posts			£1,462.87	£292.57	£1,755.44
20/11/2023	Bravo Events		712 Technician Buddy Holly			£152.00	£30.40	£182.40
20/11/2023	Bravo Events		713 Technician Rave On			£325.34	£65.07	£390.41
10/11/2023	J&R Food Service Ltd		944424 Icecreams - Princess Theatre			£404.02	£80.80	£484.82
14/11/2023	Gwilliams of Edington	INV-16257	Ride on tractor repairs			£308.90	£61.78	£370.68
Cashbook payments								
	Claire Retchford		refund - gift vouchers - The Princess Theatre					£25.00
	Somerset Council		Nov-23 pension payment					£11,539.72
	Pre-paid card top up							£500.00
	Francis Farr-Cox	refund of expenses	Bug hotel Eco Festival					£61.00
	Brent Knoll Primary	refund show cancellation	Hansel & Gretel show refund			£622.42	£105.08	£727.50
	Ian Jefferies		chairs deposit returned					£40.00
	Elaine Dutton	expenses	eye test & glasses for DSE use only					£95.00
	BOSFest - Tanya Dyer		chairs deposit returned					£40.00
								<u>£38,875.93</u>

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Burnham & Highbridge Town Council 2023/24

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Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Management & Compliance								
1076 Precept	0	768,500	768,500	0			100.0%	
1077 CIL income - Highbridge	62,385	62,385	0	(62,385)			0.0%	
1078 CIL income - Burnham	(7,102)	1,386	0	(1,386)			0.0%	
1080 Bank Interest	9,649	16,752	500	(16,252)			3350.4%	
1085 Grants Received	2,025	2,025	0	(2,025)			0.0%	
1100 Miscellaneous income	(63,771)	0	0	0			0.0%	
Management & Compliance :- Income	3,186	851,048	769,000	(82,048)			110.7%	0
4000 Salaries & Wages	22,301	154,805	270,000	115,196		115,196	57.3%	
4005 Employers Nat Insurance	1,227	9,202	26,810	17,608		17,608	34.3%	
4010 Employers S\Annuation	5,008	32,874	60,627	27,753		27,753	54.2%	
4050 Pension Deficit	0	0	8,280	8,280		8,280	0.0%	
4055 Recruitment Costs	0	1,627	600	(1,027)		(1,027)	271.2%	
4060 Training	0	2,805	2,000	(805)		(805)	140.3%	
4065 Travel & Subsistence	167	167	500	334		334	33.3%	
4070 Office/IT Equip & Furniture	172	1,047	8,000	6,953		6,953	13.1%	120
4075 Miscellaneous Expenditure	0	245	500	255		255	49.0%	200
4080 Telephone & Broadband	436	2,867	3,150	283		283	91.0%	
4085 Postage	0	43	500	457		457	8.5%	
4090 Stationery & Supplies	(143)	1,051	1,500	449		449	70.1%	
4095 Subscriptions & Support	4,200	19,302	20,000	698		698	96.5%	
4100 Insurance	(4,527)	(3,658)	6,500	10,158		10,158	(56.3%)	
4105 Audit & Accountancy Fees	0	395	3,000	2,605		2,605	13.2%	
4110 Legal Fees	0	0	1,000	1,000		1,000	0.0%	
4115 Professional & Consulting Fees	857	19,909	3,000	(16,909)		(16,909)	663.6%	
4120 Bank Charges	103	853	1,500	647		647	56.8%	
4125 Payroll Services	106	864	1,400	536		536	61.7%	
4130 PPE & Uniforms	0	567	1,500	933		933	37.8%	55
4135 Room Hire (Exp)	0	82	250	168		168	32.8%	
4140 Climate Change	60	1,065	5,000	3,935		3,935	21.3%	
4145 LGR	0	0	10,000	10,000		10,000	0.0%	
Management & Compliance :- Indirect Expenditure	29,965	246,109	435,617	189,508	0	189,508	56.5%	375
Net Income over Expenditure	(26,779)	604,939	333,383	(271,556)				
6000 plus Transfer from EMR	175	375						
Movement to/(from) Gen Reserve	(26,605)	605,313						
110 Democratic & Civic								
4200 Mayors Allowance	0	2,500	5,000	2,500		2,500	50.0%	

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Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4210 Election Expenses	0	0	3,000	3,000		3,000	0.0%	
4215 Civic Events	0	982	2,500	1,518		1,518	39.3%	
4220 Remembrance Wreath	0	0	100	100		100	0.0%	
Democratic & Civic :- Indirect Expenditure	0	3,482	10,600	7,118	0	7,118	32.8%	0
Net Expenditure	0	(3,482)	(10,600)	(7,118)				
<u>120 Joint Funding With Others</u>								
4250 Cont SDC RE Toilets	0	21,055	38,500	17,445		17,445	54.7%	
4255 Cont SDC Dog Bins	0	12,070	24,500	12,430		12,430	49.3%	
4260 CCTV Cameras	0	7,500	15,300	7,800		7,800	49.0%	
Joint Funding With Others :- Indirect Expenditure	0	40,625	78,300	37,675	0	37,675	51.9%	0
Net Expenditure	0	(40,625)	(78,300)	(37,675)				
<u>130 Grants & Donations</u>								
4300 Grant - CAB (S.142)	0	2,700	2,700	0		0	100.0%	
4305 Grants Made	6,525	32,981	32,300	(681)		(681)	102.1%	
Grants & Donations :- Indirect Expenditure	6,525	35,681	35,000	(681)	0	(681)	101.9%	0
Net Expenditure	(6,525)	(35,681)	(35,000)	681				
<u>200 The Old Court House</u>								
1005 Old Court House Letting	0	0	250	250			0.0%	
The Old Court House :- Income	0	0	250	250			0.0%	0
4350 Business Rates	878	6,142	10,050	3,908		3,908	61.1%	
4355 Utilities	519	1,188	9,000	7,812		7,812	13.2%	
4375 Cleaning	22	1,616	800	(816)		(816)	202.0%	
4380 Security & Alarms	0	(71)	1,000	1,071		1,071	(7.1%)	
4385 Maintenance	2	940	3,000	2,060		2,060	31.3%	
4390 H&S/Fire/Inspections	0	914	300	(614)		(614)	304.6%	
4395 Equipment/Furniture	0	70	1,000	930		930	7.0%	
The Old Court House :- Indirect Expenditure	1,422	10,798	25,150	14,352	0	14,352	42.9%	0
Net Income over Expenditure	(1,422)	(10,798)	(24,900)	(14,102)				
<u>210 Other Assets</u>								
4360 Electricity Town Centre	9	49	300	251		251	16.2%	
4365 Highbridge Clock Elec	0	196	700	504		504	28.0%	
4415 Water Fountain	2,363	3,014	500	(2,514)		(2,514)	602.7%	
Other Assets :- Indirect Expenditure	2,372	3,258	1,500	(1,758)	0	(1,758)	217.2%	0
Net Expenditure	(2,372)	(3,258)	(1,500)	1,758				

Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
300 Allotment Highbridge								
1300 Allotment Rents Received	0	1,218	1,115	(103)			109.2%	
Allotment Highbridge :- Income	0	1,218	1,115	(103)			109.2%	0
4370 Water Rates	0	34	500	466		466	6.9%	
4385 Maintenance	0	283	500	217		217	56.6%	
Allotment Highbridge :- Indirect Expenditure	0	317	1,000	683	0	683	31.7%	0
Net Income over Expenditure	0	901	115	(786)				
400 TIMPS								
1400 Signal Box	180	240	40	(200)			600.0%	
1405 Event Donations Received	1,200	1,200	0	(1,200)			0.0%	
TIMPS :- Income	1,380	1,440	40	(1,400)			3600.0%	0
4385 Maintenance	0	634	2,000	1,366		1,366	31.7%	
4430 Benches	0	0	1,500	1,500		1,500	0.0%	
4435 Bus Shelter Cleaning	0	0	1,000	1,000		1,000	0.0%	
4440 Dog/Litter Bins	70	128	1,500	1,372		1,372	8.6%	
4445 Speed Indicator Devices	0	0	500	500		500	0.0%	
4450 Floral Decorations	0	0	3,000	3,000		3,000	0.0%	
4455 Christmas Lights	3,226	3,226	26,000	22,774		22,774	12.4%	
4460 Tourism	0	1,896	2,000	104		104	94.8%	
4465 Events Expenditure	3,786	5,126	10,000	4,874		4,874	51.3%	
4470 Town Centre Cleaning	0	3,000	7,000	4,000		4,000	42.9%	
4475 Carnival Events Week	0	8,604	14,000	5,396		5,396	61.5%	
TIMPS :- Indirect Expenditure	7,082	22,614	68,500	45,886	0	45,886	33.0%	0
Net Income over Expenditure	(5,702)	(21,174)	(68,460)	(47,286)				
410 Town Rangers								
4500 Tools & Equipment	0	813	3,000	2,187		2,187	27.1%	
4505 Vehicle Running Costs	228	1,032	1,600	568		568	64.5%	
4510 Vehicle Replacement	0	0	3,000	3,000		3,000	0.0%	
4515 Vehicle Insurance	0	320	600	280		280	53.3%	
Town Rangers :- Indirect Expenditure	228	2,165	8,200	6,035	0	6,035	26.4%	0
Net Expenditure	(228)	(2,165)	(8,200)	(6,035)				
500 Cemeteries								
1500 Wayleaves	4,750	4,750	4,850	100			97.9%	
1505 Commonwealth War Memorials	0	0	50	50			0.0%	

Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1515 EROB	440	5,005	7,000	1,995			71.5%	
1520 Interments	1,890	15,585	15,000	(585)			103.9%	
1525 Memorials	50	2,210	8,000	5,790			27.6%	
Cemeteries :- Income	7,130	27,550	34,900	7,350			78.9%	0
4350 Business Rates	499	7,606	12,750	5,144		5,144	59.7%	
4355 Utilities	945	1,724	7,000	5,276		5,276	24.6%	
4600 Equipment Purchase/Maintenance	0	2,009	7,000	4,991		4,991	28.7%	
4605 Provision For Paths	0	0	5,000	5,000		5,000	0.0%	
4610 Pump Maintenance	0	0	1,400	1,400		1,400	0.0%	
4615 General Maintenance	0	1,298	2,000	702		702	64.9%	
4620 Mech Grave Digger	0	2,625	6,500	3,875		3,875	40.4%	
4625 Tree & Hedge Maintenance	0	20	3,000	2,980		2,980	0.7%	
4630 Fuel For Mowers	224	530	2,000	1,470		1,470	26.5%	
4635 Waste Collection	265	1,171	3,000	1,829		1,829	39.0%	
4640 Provision for Walls	0	0	2,000	2,000		2,000	0.0%	
4645 Water Testing	0	1,005	1,250	245		245	80.4%	
Cemeteries :- Indirect Expenditure	1,933	17,988	52,900	34,912	0	34,912	34.0%	0
Net Income over Expenditure	5,197	9,562	(18,000)	(27,562)				
<u>600 Princess</u>								
1600 Storage Hire	0	0	3,200	3,200			0.0%	
1605 Lettings	5,869	9,161	25,000	15,839			36.6%	
1615 Café Rent	570	3,990	6,600	2,610			60.5%	
1620 Technician	126	221	8,000	7,780			2.8%	
1625 PT Merchandise	235	905	3,000	2,095			30.2%	
1630 Donations Received	78	523	0	(523)			0.0%	
1640 Box Office - Card Sales	1,107	1,675	1,800	125			93.1%	
1645 Box Office Revenue	(30,228)	914	7,500	6,586			12.2%	
1646 Film income	0	574	0	(574)			0.0%	
1650 Memberships	30	570	2,000	1,430			28.5%	
1655 Participation PT	732	5,815	7,500	1,685			77.5%	
1660 Art Sales	223	1,215	400	(815)			303.7%	
1665 Stage Sound/Lighting	21	21	50	29			42.0%	
1670 PV Cells	0	116	3,500	3,384			3.3%	
Princess :- Income	(21,238)	25,700	68,550	42,850			37.5%	0
4000 Salaries & Wages	7,661	32,029	81,998	49,969		49,969	39.1%	
4005 Employers Nat Insurance	743	1,976	8,349	6,373		6,373	23.7%	
4010 Employers S/Annuation	1,059	5,351	18,286	12,935		12,935	29.3%	
4040 FOH/Duty Management	0	0	14,650	14,650		14,650	0.0%	

Detailed Income & Expenditure by Budget Heading 31/10/2023

Month No: 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4060 Training	94	1,114	1,500	386		386	74.3%	
4065 Travel & Subsistence	0	24	500	476		476	4.9%	
4070 Office/IT Equip & Furniture	0	222	5,000	4,778		4,778	4.4%	
4075 Miscellaneous Expenditure	124	438	500	62		62	87.7%	
4080 Telephone & Broadband	0	0	2,000	2,000		2,000	0.0%	
4100 Insurance	4,527	4,527	6,500	1,973		1,973	69.6%	
4350 Business Rates	798	5,486	9,000	3,514		3,514	61.0%	
4355 Utilities	4,237	18,017	26,000	7,983		7,983	69.3%	9,700
4375 Cleaning	282	4,105	8,500	4,395		4,395	48.3%	
4380 Security & Alarms	0	553	1,500	947		947	36.9%	
4385 Maintenance	734	5,224	10,000	4,776		4,776	52.2%	
4390 H&S/Fire/Inspections	0	1,218	1,000	(218)		(218)	121.8%	
4635 Waste Collection	593	1,606	3,000	1,394		1,394	53.5%	
4700 Technician Cost	1,326	9,111	17,000	7,889		7,889	53.6%	
4701 Show costs	(8,145)	8,057	0	(8,057)		(8,057)	0.0%	
4702 Film costs	0	114	0	(114)		(114)	0.0%	
4705 Advertising & Marketing	138	3,388	6,000	2,612		2,612	56.5%	
4710 Licences (exp)	0	2,843	800	(2,043)		(2,043)	355.4%	
4715 Card Payment Fees	3,266	4,642	3,000	(1,642)		(1,642)	154.7%	
4725 Technical Theatre	0	1,078	4,000	2,922		2,922	26.9%	
4730 Backstage Expenses	0	0	500	500		500	0.0%	
4735 Art Sales Expenditure	255	673	100	(573)		(573)	672.6%	
4740 PTAC Merchandise	110	129	1,320	1,191		1,191	9.8%	
4745 Participation Freelance	0	1,285	3,000	1,715		1,715	42.8%	1,285
4750 Footfall Monitors	0	10	100	90		90	10.2%	
4765 Match Funding	0	0	5,000	5,000		5,000	0.0%	
Princess :- Indirect Expenditure	17,802	113,221	239,103	125,882	0	125,882	47.4%	10,985
Net Income over Expenditure	(39,041)	(87,521)	(170,553)	(83,032)				
6000 plus Transfer from EMR	0	10,985						
Movement to/(from) Gen Reserve	(39,041)	(76,536)						
Grand Totals:- Income	(9,542)	906,956	873,855	(33,101)			103.8%	
Expenditure	67,329	496,258	955,870	459,612	0	459,612	51.9%	
Net Income over Expenditure	(76,871)	410,698	(82,015)	(492,713)				
plus Transfer from EMR	175	11,360						
Movement to/(from) Gen Reserve	(76,697)	422,058						

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Burnham & Highbridge Town Council 2023/24

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Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 Property Maintenance - EMR	150,129.92		150,129.92
321 Youth Projects - EMR	7,448.56	-200.00	7,248.56
322 TIMPS - EMR	11,903.02		11,903.02
323 Princess Cultural Recovery Gra	3,181.00		3,181.00
324 Legacy Clock - EMR	10,221.85		10,221.85
325 Asset Transfer - EMR	39,750.70		39,750.70
326 IT/Office Equipment - EMR	11,881.34		11,881.34
327 HR Contingency - EMR	48,579.56		48,579.56
328 Grounds Equipment - EMR	1,225.52		1,225.52
329 Coronation - EMR	1,263.19	-120.00	1,143.19
330 General Maintenance - EMR	15,422.48		15,422.48
331 Princess Artistic Material Gra	4,707.42		4,707.42
332 Town Crier - EMR	515.00	-54.63	460.37
334 Grounds Maintenance - EMR	19,031.56		19,031.56
335 Highbridge Regeneration	9,802.00		9,802.00
336 Legal Fees - EMR	5,932.00		5,932.00
338 Replacement Van - EMR	25,825.00	3,000.00	28,825.00
339 Tesco S106 - EMR	4,805.69		4,805.69
340 Past Mayor badges - EMR	1,930.00		1,930.00
341 Neighbourhood Plan - EMR	5,803.00		5,803.00
342 You Are Here Boards - EMR	750.00		750.00
343 Princess Maint/Renewals - EMR	12,339.02		12,339.02
344 SIDS - EMR	708.78		708.78
345 Burnham EVO HTAP - EMR	900.00		900.00
346 Tree Trimming - EMR	10,442.00		10,442.00
347 Brent Rd Construction - EMR	74,714.50		74,714.50
348 Burnham Shop Fronts Grant - EM	9,900.00		9,900.00
370 PMC SALC 2 Grant - EMR	921.83		921.83
371 PMC FOTP Grant - EMR	1,340.72	-1,285.00	55.72
372 PMC Artistic Budget - EMR	3,000.00	754.00	3,754.00
373 PMC SALC 3C Grant - - EMR	790.79		790.79
380 CEM Professional Fees - EMR	4,700.50		4,700.50
381 CEM Provision of Paths - EMR	68,836.73		68,836.73
382 CEM Equipment Purchase - EMR	7,846.00		7,846.00
383 CEM Provision for Walls - EMR	0.00	2,000.00	2,000.00
384 Solar Panels - EMR	0.00	500.00	500.00
385 High St Fund - EMR	0.00	50,000.00	50,000.00
400 CIL - Highbridge	33,583.33	31,102.00	64,685.33
	<u>610,133.01</u>	<u>85,696.37</u>	<u>695,829.38</u>

Date:13/11/2023

Burnham & Highbridge Town Council 2023/24

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Time: 14:55

Bank Reconciliation Statement as at 31/10/2023
for Cashbook 4 - Nationwide Saver

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Nationwide Saver	31/10/2023		505,910.81
			<u>505,910.81</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			505,910.81
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			505,910.81
		Balance per Cash Book is :-	505,910.81
		Difference is :-	0.00

Signatory 1:

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NameSignedDate

Date:17/11/2023

Burnham & Highbridge Town Council 2023/24

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Time: 15:41

Bank Reconciliation Statement as at 31/10/2023
for Cashbook 2 - NatWest 2 account – Princess

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
NatWest 2 Account - Princess	31/10/2023		136,719.06
			<u>136,719.06</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			136,719.06
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			136,719.06
		Balance per Cash Book is :-	136,719.06
		Difference is :-	0.00

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Date:16/11/2023

Burnham & Highbridge Town Council 2023/24

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Time:09:21

Bank Reconciliation Statement as at 31/10/2023
for Cashbook 1 - Natwest Current Account

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
NatWest Current Account	01/10/2023		874,929.08
			<u>874,929.08</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			874,929.08
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			874,929.08
		Balance per Cash Book is :-	874,929.08
		Difference is :-	0.00

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Date:13/11/2023

Burnham & Highbridge Town Council 2023/24

Page 1

Time: 14:58

Bank Reconciliation Statement as at 31/10/2023
for Cashbook 3 - Cashplus Pre-paid card

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Cashplus Pre-Paid Card	31/10/2023		503.16
			<u>503.16</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			503.16
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			503.16
		Balance per Cash Book is :-	503.16
		Difference is :-	0.00

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Date:13/11/2023

Burnham & Highbridge Town Council 2023/24

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Time: 14:53

Bank Reconciliation Statement as at 31/10/2023
for Cashbook 5 - Princess Float

User: NICOLE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Princess Float	31/10/2023		1.80
			<u>1.80</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1.80
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1.80
		Balance per Cash Book is :-	1.80
		Difference is :-	0.00

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Date: 17/11/2023

Burnham & Highbridge Town Council 2023/24

Page 1

Time: 15:41

User: NICOLE

Bank Reconciliation up to 31/10/2023 for Cashbook No 2 - NatWest 2 account – Princess

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
02/10/2023			137.00	137.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
02/10/2023			255.00	255.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
02/10/2023			368.00	368.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
03/10/2023			158.00	158.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
03/10/2023			1,067.00	1,067.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
04/10/2023			54.00	54.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
04/10/2023			218.00	218.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
04/10/2023			112.00	112.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
04/10/2023			2,834.00	2,834.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
05/10/2023			872.00	872.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
05/10/2023			352.50	352.50		R <input checked="" type="checkbox"/>	Receipt(s) Banked
06/10/2023			609.40	609.40		R <input checked="" type="checkbox"/>	Receipt(s) Banked
09/10/2023			141.00	141.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
09/10/2023			614.50	614.50		R <input checked="" type="checkbox"/>	Receipt(s) Banked
10/10/2023			101.00	101.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
11/10/2023			93.00	93.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
11/10/2023			168.00	168.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
11/10/2023			180.00	180.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
11/10/2023			1,466.00	1,466.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
12/10/2023			340.50	340.50		R <input checked="" type="checkbox"/>	Receipt(s) Banked
13/10/2023			458.00	458.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
16/10/2023			526.50	526.50		R <input checked="" type="checkbox"/>	Receipt(s) Banked
17/10/2023	DD	29.86		29.86		R <input checked="" type="checkbox"/>	Global Payments
17/10/2023	DD	110.07		110.07		R <input checked="" type="checkbox"/>	Global Payments
17/10/2023	DD	21.50		21.50		R <input checked="" type="checkbox"/>	Global Payments
17/10/2023			41.00	41.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
17/10/2023			566.00	566.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
18/10/2023	660	1,350.00		1,350.00		R <input checked="" type="checkbox"/>	Bravo Events Ltd
18/10/2023	675	172.80		172.80		R <input checked="" type="checkbox"/>	Bravo Events Ltd
18/10/2023	1022548	293.15		293.15		R <input checked="" type="checkbox"/>	Royal National Theatre
18/10/2023			298.00	298.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
18/10/2023			92.00	92.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
18/10/2023			1,859.50	1,859.50		R <input checked="" type="checkbox"/>	Receipt(s) Banked
18/10/2023			-196.00	-196.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
18/10/2023			32.00	32.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
19/10/2023			286.50	286.50		R <input checked="" type="checkbox"/>	Receipt(s) Banked
19/10/2023			-21.00	-21.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
19/10/2023			2.00	2.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
20/10/2023			252.00	252.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
23/10/2023	000223		229.00	229.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
23/10/2023	000224		248.00	248.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
23/10/2023	000225		129.00	129.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
23/10/2023			101.00	101.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
23/10/2023			756.00	756.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
24/10/2023			96.00	96.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
24/10/2023			584.00	584.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
25/10/2023			56.00	56.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
25/10/2023			138.00	138.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked

Bank Reconciliation up to 31/10/2023 for Cashbook No 2 - NatWest 2 account – Princess

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
25/10/2023			-135.00	-135.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
25/10/2023			1,278.00	1,278.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
26/10/2023			435.00	435.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
26/10/2023			831.50	831.50		R <input checked="" type="checkbox"/>	Receipt(s) Banked
26/10/2023			108.50	108.50		R <input checked="" type="checkbox"/>	Receipt(s) Banked
27/10/2023			20.00	20.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
27/10/2023			751.50	751.50		R <input checked="" type="checkbox"/>	Receipt(s) Banked
30/10/2023			161.00	161.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
31/10/2023	extra	1.00		1.00		R <input checked="" type="checkbox"/>	Princess Float
31/10/2023	DD	19.05		19.05		R <input checked="" type="checkbox"/>	Natwest
31/10/2023			92.00	92.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>1,997.43</u>	<u>20,216.90</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date: 16/11/2023

Burnham & Highbridge Town Council 2023/24

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Time: 09:21

User: NICOLE

Bank Reconciliation up to 31/10/2023 for Cashbook No 1 - Natwest Current Account

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
02/10/2023	DD	235.38		235.38		R <input checked="" type="checkbox"/>	Biffa
02/10/2023	DD	269.20		269.20		R <input checked="" type="checkbox"/>	Fuelcard
02/10/2023	DD	798.00		798.00		R <input checked="" type="checkbox"/>	Somerset Council
02/10/2023	DD	9.00		9.00		R <input checked="" type="checkbox"/>	EDF
02/10/2023			40.00	40.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
02/10/2023			40.00	40.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
02/10/2023			40.00	40.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
03/10/2023	DD	875.99		875.99		R <input checked="" type="checkbox"/>	SSE
04/10/2023	DD	575.53		575.53		R <input checked="" type="checkbox"/>	Pozitive Energy
04/10/2023	DD	823.93		823.93		R <input checked="" type="checkbox"/>	Pozitive Energy
04/10/2023	DD	1,933.31		1,933.31		R <input checked="" type="checkbox"/>	Pozitive Energy
04/10/2023	DD	15.17		15.17		R <input checked="" type="checkbox"/>	Pozitive Energy
04/10/2023	DD	67.49		67.49		R <input checked="" type="checkbox"/>	Pozitive Energy
04/10/2023	DD	70.81		70.81		R <input checked="" type="checkbox"/>	Pozitive Energy
04/10/2023	DD	130.68		130.68		R <input checked="" type="checkbox"/>	Pozitive Energy
04/10/2023	DD	25.20		25.20		R <input checked="" type="checkbox"/>	Timetastic
04/10/2023	chq		43.30	43.30		R <input checked="" type="checkbox"/>	Receipt(s) Banked
04/10/2023			50.00	50.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
04/10/2023			835.00	835.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
04/10/2023			750.00	750.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
09/10/2023	DD	6,291.61		6,291.61		R <input checked="" type="checkbox"/>	HMRC
09/10/2023	DD	68.71		68.71		R <input checked="" type="checkbox"/>	Fuelcard
09/10/2023	DD	126.65		126.65		R <input checked="" type="checkbox"/>	Iris
09/10/2023	DD	364.76		364.76		R <input checked="" type="checkbox"/>	Xerox
09/10/2023			210.00	210.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
10/10/2023	DD	878.00		878.00		R <input checked="" type="checkbox"/>	Somerset Council
10/10/2023	DD	499.00		499.00		R <input checked="" type="checkbox"/>	Somerset Council
10/10/2023			570.00	570.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
10/10/2023			519.20	519.20		R <input checked="" type="checkbox"/>	Receipt(s) Banked
11/10/2023			60.00	60.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
12/10/2023	DD	116.00		116.00		R <input checked="" type="checkbox"/>	EDF
12/10/2023			100.00	100.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
12/10/2023			40.00	40.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
16/10/2023	DD	60.50		60.50		R <input checked="" type="checkbox"/>	Bankline
16/10/2023	DD	114.00		114.00		R <input checked="" type="checkbox"/>	GoCardless
16/10/2023	DD	121.20		121.20		R <input checked="" type="checkbox"/>	Crown Gas Power
16/10/2023	DD	161.72		161.72		R <input checked="" type="checkbox"/>	Crown Gas Power
18/10/2023	BACS	7,548.86		7,548.86		R <input checked="" type="checkbox"/>	Somerset Council
18/10/2023	BACS	2,500.00		2,500.00		R <input checked="" type="checkbox"/>	Somerset Youth Theatre
18/10/2023	BACS	2,500.00		2,500.00		R <input checked="" type="checkbox"/>	Burnham & District Panto
18/10/2023	BACS	500.00		500.00		R <input checked="" type="checkbox"/>	King Alfred Boxing Club
18/10/2023	BACS	3,786.00		3,786.00		R <input checked="" type="checkbox"/>	Burnham Chamber of Trade
18/10/2023	BACS	720.00		720.00		R <input checked="" type="checkbox"/>	Prim n Proper
18/10/2023	BACS	305.00		305.00		R <input checked="" type="checkbox"/>	Seabreeze
18/10/2023	Top up Oct	500.00		500.00		R <input checked="" type="checkbox"/>	Cashplus Pre-paid card
18/10/2023	527277106	1,703.52		1,703.52		R <input checked="" type="checkbox"/>	James Hallam Corporate Ltd
18/10/2023	2034037	196.80		196.80		R <input checked="" type="checkbox"/>	Highspeed Training Limited
18/10/2023	GB3B00ABEY	14.17		14.17		R <input checked="" type="checkbox"/>	Amazon

Bank Reconciliation up to 31/10/2023 for Cashbook No 1 - Natwest Current Account

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
18/10/2023	1459423	2.50		2.50		R <input checked="" type="checkbox"/>	Proper Job
18/10/2023	1001	1,421.14		1,421.14		R <input checked="" type="checkbox"/>	Burnham Book Festival
18/10/2023	89635	899.00		899.00		R <input checked="" type="checkbox"/>	Bridgwater Mowers
18/10/2023	90051	270.00		270.00		R <input checked="" type="checkbox"/>	Bridgwater Mowers
18/10/2023	T001	375.00		375.00		R <input checked="" type="checkbox"/>	KJ Cleaning Services
18/10/2023	GB30563422	63.87		63.87		R <input checked="" type="checkbox"/>	Amazon
18/10/2023	1374848515	17.98		17.98		R <input checked="" type="checkbox"/>	Amazon
18/10/2023	1343761015	17.48		17.48		R <input checked="" type="checkbox"/>	Amazon
18/10/2023	1461142	6.25		6.25		R <input checked="" type="checkbox"/>	Proper Job
18/10/2023	BK210872	72.00		72.00		R <input checked="" type="checkbox"/>	SLCC Enterprises
18/10/2023	SD557	370.80		370.80		R <input checked="" type="checkbox"/>	SLCC Enterprises
18/10/2023	49	48.50		48.50		R <input checked="" type="checkbox"/>	Lee Hall trading as TWC
18/10/2023	10326	336.19		336.19		R <input checked="" type="checkbox"/>	Sansum Solutions Group Ltd
18/10/2023	INV0071	1,822.53		1,822.53		R <input checked="" type="checkbox"/>	The Fleetwood Mac Songbook
18/10/2023	929790	111.27		111.27		R <input checked="" type="checkbox"/>	J & R Food Services Ltd
18/10/2023	36299	680.00		680.00		R <input checked="" type="checkbox"/>	Character Graphics Limited
18/10/2023	36337	120.00		120.00		R <input checked="" type="checkbox"/>	Character Graphics Limited
18/10/2023	820	2,491.78		2,491.78		R <input checked="" type="checkbox"/>	Greenways Ground Maintenance
18/10/2023	1636	3,696.26		3,696.26		R <input checked="" type="checkbox"/>	Local Government Resource Cent
18/10/2023	0339	30.00		30.00		R <input checked="" type="checkbox"/>	Morland Community Hub
18/10/2023	GB3AFLKABE	17.34		17.34		R <input checked="" type="checkbox"/>	Amazon
18/10/2023	1220239212	35.20		35.20		R <input checked="" type="checkbox"/>	Amazon
18/10/2023	876295715	29.96		29.96		R <input checked="" type="checkbox"/>	Amazon
18/10/2023	4000-4095	29.99		29.99		R <input checked="" type="checkbox"/>	Blueshift
18/10/2023	35096	1,200.00		1,200.00		R <input checked="" type="checkbox"/>	Greenslade Taylor Hunt
18/10/2023	B3327	5,950.00		5,950.00		R <input checked="" type="checkbox"/>	Skyburst The Firework Co
18/10/2023	31053	600.00		600.00		R <input checked="" type="checkbox"/>	Rialtas Business Solutions Ltd
18/10/2023	1413843395	42.99		42.99		R <input checked="" type="checkbox"/>	Screwfix Direct Ltd t/a Trade
18/10/2023	SD129	474.00		474.00		R <input checked="" type="checkbox"/>	SLCC Enterprises
18/10/2023	36083	48.00		48.00		R <input checked="" type="checkbox"/>	Character Graphics Limited
18/10/2023	GB3A7ZAAB	12.16		12.16		R <input checked="" type="checkbox"/>	Amazon
18/10/2023	GB3AHDDAB	10.81		10.81		R <input checked="" type="checkbox"/>	Amazon
18/10/2023	GB3AKOEAB	23.98		23.98		R <input checked="" type="checkbox"/>	Amazon
18/10/2023	1459657	7.50		7.50		R <input checked="" type="checkbox"/>	Proper Job
18/10/2023	18371	1,147.10		1,147.10		R <input checked="" type="checkbox"/>	Microshade Business Consultant
18/10/2023	9630	26.40		26.40		R <input checked="" type="checkbox"/>	Business Waste Ltd
18/10/2023	23056480	139.54		139.54		R <input checked="" type="checkbox"/>	Otis limited
18/10/2023	228050	78.00		78.00		R <input checked="" type="checkbox"/>	Spansec Security Ltd - PT Alar
18/10/2023	35963	640.00		640.00		R <input checked="" type="checkbox"/>	Character Graphics Limited
18/10/2023	GB3ABE8ABE	26.97		26.97		R <input checked="" type="checkbox"/>	Amazon
18/10/2023	SEP-23	120.00		120.00		R <input checked="" type="checkbox"/>	Highbridge & Burnham-on-Sea Ca
18/10/2023	18333	739.20		739.20		R <input checked="" type="checkbox"/>	Microshade Business Consultant
18/10/2023	PWS03	580.15		580.15		R <input checked="" type="checkbox"/>	Phillip Smith
18/10/2023	BK209110	36.00		36.00		R <input checked="" type="checkbox"/>	SLCC Enterprises
18/10/2023	6723633286	93.67		93.67		R <input checked="" type="checkbox"/>	Lyreco
18/10/2023	2604	2,150.89		2,150.89		R <input checked="" type="checkbox"/>	The Somerset Association
18/10/2023	15786	139.68		139.68		R <input checked="" type="checkbox"/>	G.T Building Services Ltd
18/10/2023	1193	440.00		440.00		R <input checked="" type="checkbox"/>	Hebden Arboriculture

Bank Reconciliation up to 31/10/2023 for Cashbook No 1 - Natwest Current Account

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
18/10/2023	1461568	9.00		9.00		R <input type="checkbox"/>	Proper Job
18/10/2023	TOP UP OCT	500.00		500.00		R <input type="checkbox"/>	Cashplus Pre-paid card
18/10/2023			96.60	96.60		R <input type="checkbox"/>	Receipt(s) Banked
18/10/2023			420.00	420.00		R <input type="checkbox"/>	Receipt(s) Banked
18/10/2023	reversal		500.00	500.00		R <input type="checkbox"/>	Receipt(s) Banked
19/10/2023	DD	1,566.80		1,566.80		R <input type="checkbox"/>	Positive Energy
19/10/2023	DD	139.71		139.71		R <input type="checkbox"/>	Positive Energy
19/10/2023			292.80	292.80		R <input type="checkbox"/>	Receipt(s) Banked
19/10/2023			302.40	302.40		R <input type="checkbox"/>	Receipt(s) Banked
20/10/2023			1,000.00	1,000.00		R <input type="checkbox"/>	Receipt(s) Banked
23/10/2023			50.00	50.00		R <input type="checkbox"/>	Receipt(s) Banked
23/10/2023			420.00	420.00		R <input type="checkbox"/>	Receipt(s) Banked
24/10/2023			4,750.00	4,750.00		R <input type="checkbox"/>	Receipt(s) Banked
25/10/2023			118.80	118.80		R <input type="checkbox"/>	Receipt(s) Banked
25/10/2023			9,146.17	9,146.17		R <input type="checkbox"/>	Receipt(s) Banked
26/10/2023			300.00	300.00		R <input type="checkbox"/>	Receipt(s) Banked
26/10/2023			100.00	100.00		R <input type="checkbox"/>	Receipt(s) Banked
27/10/2023	DD	23,824.95		23,824.95		R <input type="checkbox"/>	Payroll
30/10/2023	DD	243.56		243.56		R <input type="checkbox"/>	Biffa
30/10/2023	DD	255.28		255.28		R <input type="checkbox"/>	EE
31/10/2023	DD	23.36		23.36		R <input type="checkbox"/>	Natwest
31/10/2023	DD	163.21		163.21		R <input type="checkbox"/>	MJ Church
31/10/2023			204.00	204.00		R <input type="checkbox"/>	Receipt(s) Banked
31/10/2023			1,160.91	1,160.91		R <input type="checkbox"/>	Receipt(s) Banked
		<u>89,324.14</u>	<u>22,159.18</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date: 13/11/2023

Burnham & Highbridge Town Council 2023/24

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Time: 14:58

User: NICOLE

Bank Reconciliation up to 31/10/2023 for Cashbook No 3 - Cashplus Pre-paid card

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
17/10/2023	BACS	12.99		12.99		R <input type="checkbox"/>	Zoom
18/10/2023	reversal	500.00		500.00		R <input type="checkbox"/>	Natwest Current Account
18/10/2023	Top up Oct		500.00	500.00		R <input type="checkbox"/>	Receipt(s) Banked
18/10/2023	TOP UP OCT		500.00	500.00		R <input type="checkbox"/>	Receipt(s) Banked
21/10/2023	BACS	51.87		51.87		R <input type="checkbox"/>	Mailchimp
		<u>564.86</u>	<u>1,000.00</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date: 13/11/2023

Burnham & Highbridge Town Council 2023/24

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Time: 14:53

User: NICOLE

Bank Reconciliation up to 31/10/2023 for Cashbook No 5 - Princess Float

<u>Date</u>	<u>Cheque/Ref</u>	<u>Amnt Paid</u>	<u>Amnt Banked</u>	<u>Stat Amnt</u>	<u>Difference</u>	<u>Cleared</u>	<u>Payee Name or Description</u>
31/10/2023	extra		1.00	1.00		R <input checked="" type="checkbox"/>	Receipt(s) Banked
		<u>0.00</u>	<u>1.00</u>				

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Burnham-on-Sea & Highbridge Town Council

107.0.F23

Table of Fees for Burnham, Highbridge and Brent Road Cemeteries **PROPOSED Fees to operate from 1st April 2024- 31st March 2025**

The fees and charges set out below apply where the person to be interred was a resident of the Parish of Burnham on Sea & Highbridge, or the Parish of Burnham Without.

In all other cases the fees will be doubled, except for the persons who were resident in any of the above parishes until they moved out of the area into institutions because of circumstances over which they had no control.

<u>Exclusive Right of Burial</u> in an Earthen Grave and includes the Deed of Grant – confers rights to use the grave for a period of:30 years or 50 years	2022/23 £	2023/24 £	2024/25 £
			Remove 30 year period
Standard Grave over 4ft	390/690	390/690	725
Cremated Remains Grave	220/260	220/260	270
Childs Grave (up to 18 years)	No charge	No charge	No charge
NVF, Stillborn or child under 1 year of age	No charge	No charge	No charge
Transfer of Grant	55	55	60
Copy of Grant Deed			10
Grave record search	Free for first, £20 for second	Free for first, £20 for second	30

<u>Interments</u>	2022/23 £	2023/24 £	2024/25 £
New adult double grave to 6'6"	415	415	435
Re-open or new adult single grave to 4'6"	375	375	395
A child burial up to 18 years old	180*	180*	190*
NVF, Stillborn or child under 1 year	No charge	No charge	No charge
Cremated remains of an adult – if a double casket, still a single fee	210	210	220
Cremated remains of a child up to 18 years old	85*	85*	90*

* Charges do not apply to the parents. The Town Council will claim these fees directly from the Ministry of Justice.

<u>Exhumation</u>	2022/23 £	2023/24 £	2024/25 £
Of a body	750	750	1000
Of cremated remains	420	420	500

<u>Memorials</u>	2022/23 £	2023/24 £	2024/25 £
A Headstone or Cross not exceeding 4ft in height, base not exceeding 3ft (120cm x 90cm)	185	185	195
A Headstone not exceeding 4ft in height, with a wing kerb extension	240	240	250
A Tablet for the Garden of Rest, Open Book or Heart-Stone tablets must be erected with the shortest measurement at the head and foot of the plot. The base plinth must not exceed 24"x 18"	155	155	160
Brent Road Cemetery Garden of Rest – New Section. The base plinth is already installed measuring 24" x24". A Tablet must not exceed 18"	75	75	80

x18". A Vase, Angel, Book etc. not exceeding 12" in height including Plaques			
A Vase or other monuments over 12" and under 2ft	95	95	100
Memorial for a child's grave not exceeding 2ft in height. Only 8" x 8" flat stone to be laid on an NVF grave	70	70	75
The fees above include the first inscription. For Additional Inscriptions there is an administration fee to have the details added to the records	50	50	60

<u>The Rose Garden</u>	2022/23 £	2023/24 £	2024/2025 £
For dedication of a Rose and a Granite Memorial for 10 years	250	250	260
Renewal fee for additional 10 years	80	80	85

Exclusive Rights of Burial can be sold back to the Town Council, if not used, for the fee paid, less a 10% administration fee.

Proposed Fees & Charges Schedule

107.0.F23

Description	Current Charges	Proposed Charges	Notes
Signal Box	Charity rate: £10 per day	Charity rate: £11 per day	The Signal Box charges have remained the same for the past 4 years
	Business rate: £20 per day	Business rate: £21 per day	
Allotments	£33 for half a plot per year	£35 for half a plot	36 plots bring in annual income of £1188.00. The fees for the past 4 years have remained the same. Having completed a review of allotment charges the Council fees are in line with other local allotments in the area.
	£66 for a full plot per year	£69 for a full plot per year	
Hire of the Council Chamber	Charity rate is: £9.25 per hour 9am-5pm £12.50 per hour 5pm-9pm	Charity rate is: £10 per hour 9am-5pm £13 per hour 5pm-9pm	Evenings and weekends may require a staff member to open and lock up which would incur an extra cost. Evenings/Weekends: subject to staff availability-double rate
	Business rate is: £18.50 per hour 9am-5pm £25 per hour 5pm-9pm	Business rate is: £19.50 per hour 9am-5pm £26 per hour 5pm-9pm	

		2022/23		2023/24			2024/25	NOTES
Cost Code		Budget	Actual	Budget	To end Sept	Est Y End	Budget	
N/C	INCOME							
100	MANAGEMENT AND COMPLIANCE							
1080	BANK INTEREST	2,000	2,218	500	15,591	18,000	5,000	High interest rates this year
1085	GRANTS RECEIVED	0	50,086	-	-	-	-	
	SPONSORSHIP	0				-	-	
1077	CIL INCOME - HIGHBRIDGE				62,385	62,385	-	
1078	CIL INCOME - BURNHAM				1,386	1,386	-	
	NEW CIL	0	31103					Delete
200	THE OLD COURTHOUSE							
1005	OLD COURTHOUSE LETTING	250	375	250	-	-	-	
300	ALLOTMENT HIGHBRIDGE							
1300	ALLOTMENT RENTS RECEIVED	1,155	1,142	1,115	1,218	1,218	1,215	
	TOTAL	3,405	84,924	1,865	80,580	82,989	6,215	

		2022/2023		2023/2024			2024/25	NOTES
		Budget	Actual	Budget	To end Sept	Est Y End	Budget	
	EXPENDITURE							
4000	SALARIES & WAGES	282,651	207,564	270,000	132,503	284,000	303,500	
4005	EMPLOYERS NAT INSURANCE	27,051	19,315	26,810	7,974	17,232	18,741	% of wage increase + 3%
4010	EMPLOYERS SVANNUATION	59,654	43,824	60,627	27,866	60,311	65,593	% of wage increase + 3%
4050	PENSION DEFICIT	7,000	6,977	8,280	4,170	8,350	9,500	% increase as per last year
4055	RECRUITMENT COSTS	600	987	600	1,627	1,627	800	
4060	TRAINING	-	833	2,000	2,805	2,850	2,500	
4065	TRAVEL & SUBSISTENCE	250	329	500	140	500	800	Change name - TRAVEL, EXPENSES & SUBSISTENCE. To include DSE eye tests
4070	OFFICE/IT EQUIPMENT & FURNITURE	1,500	1,141	8,000	875	1,500	4,000	Earmark balance
4075	MISCELLANEOUS EXPENDITURE	500	1,618	500	245	245	-	
4080	TELEPHONE & BROADBAND	3,000	3,851	3,150	1,757	3,548	3,700	
4085	POSTAGE	200	205	500	175	400	500	
4090	STATIONERY & SUPPLIES	1,250	1,132	1,500	880	1,800	1,700	
4095	SUBSCRIPTIONS AND SUPPORT	3,250	27,237	20,000	15,102	20,000	23,000	
4100	INSURANCES	5,500	22,124	6,500	870	13,200	13,500	
4105	AUDIT & ACCOUNTANCY FEES	3,000	395	3,000	395	5,000	4,000	
4110	LEGAL FEES	-	700	1,000	-	1,000	1,000	
4115	PROFESSIONAL & CONSULTANTS FEES	5,000	7,323	3,000	19,052	23,000	5,000	
4120	BANK CHARGE	1,500	1,294	1,500	750	1,500	1,500	

4125	PAYROLL SERVICES	1,250	1,565	1,400	758	1,550	1,700	
4130	PPE & UNIFORMS			1,500	567	1,300	1,600	
4135	ROOM HIRE			250	82	150	225	
4140	CLIMATE CHANGE			5,000	1,005	5,000	5,000	
4145	LGR			10,000	-	-	10,000	Change name - SERVICE DEVOLUTION, Earmark balance
	CLEANING etc	-	837					
	SECURITY & ALARMS	-	418					
	EVENTS	-	2,761					
110	DEMOCRATIC & CIVIC							
4200	MAYORS ALLOWANCE	5,000	5,231	5,000	2,500	5,000	5,000	
	TOWN CRIER	-	-	-	-	-	-	
4210	ELECTION EXPENSES	6,000	17,787	3,000	-	3,000	5,000	
4215	CIVIC EVENTS	2,500	795	2,500	982	1,964	2,500	
	PAST MAYORS BADGES	-	43	-	-	-	-	
4220	REMEMBRANCE WREATH	100	-	100	-	100	100	

120	JOINT FUNDING WITH OTHERS							
4250	CONT SDC RE TOILETS	38,200	43,311	38,500	21,055	42,110	44,000	
4255	CONT SDC DOG BINS	24,500	24,000	24,500	12,070	24,140	25,000	
4260	CCTV CAMERAS	15,150	15,000	15,300	7,500	15,000	16,000	

130	GRANTS & DONATIONS							
4300	GRANT - CAB (S.142)	2,700	2,700	2,700	2,700	2,700	2,700	
4305	GRANTS MADE	32,300	45,239	32,300	26,456	32,300	32,300	

200	THE OLD COURTHOUSE							
4350	BUSINESS RATES	8,400	8,358	10,050	5,264	10,528	10,650	
4355	UTILITIES	5,450	3,256	9,000	669	5,250	6,000	
4375	CLEANING & WASTE	500	2,404	800	2,200	4,750	5,000	Change name. To include recycling and sanitary bins
4380	SECURITY & ALARMS	1,000	527	1,000	30	532	800	
4385	MAINTENANCE	2,500	6,447	3,000	936	1,500	3,000	
4390	H&S/FIRE/INSPECTIONS	150	-	300	914	914	600	
4395	NEW EQUIPMENT/FURNITURE	-	-	1,000	70	140	1,000	
210	OTHER ASSETS							
4360	ELECTRICITY TOWN CENTRE	180	167	300	40	180	220	
	VICTORIAN DRINKING FTN	-	-	-	-	-	-	Delete
	ELEC CLOCK	-	-	-	-	-	-	Delete

	CLOCK INSTALLATION	-	-	-	-	-		Delete
4415	WATER FOUNTAIN	500	100	500	651	3,034	1,000	Yearly deep clean/chlorine tablets overspend was agreed to be taken out of general reserves
4365	HIGHBRIDGE CLOCK ELEC	500	308	700	196	392	450	

300	ALLOTMENT HIGHBRIDGE							
4370	WATER RATES	400	89	500	34	68	200	
4385	MAINTENANCE	1,500	-	500	283	283	600	
	TOTALS	1,900	89	1,000	317	351	800	

410	TOWN RANGERS							
4500	TOOLS AND EQUIPMENT	-	-	3,000	813	1,626	2,000	
4505	VEHICLE RUNNING COSTS	1,500	1,749	1,600	804	1,608	1,800	
4510	VEHICLE REPLACEMENT	3,000	-	3,000	-	3,000	3,000	
4515	VEHICLE INSURANCE	590	529	600	320	640	640	

500	CEMETERIES							
4350	BUSINESS RATES	11,900	12,161	12,750	7,107	12,200	12,200	
4355	UTILITIES	3,100	2,744	7,000	1,723	2,800	3,500	
	BJBC PWLB LOAN REPAYMENT	7,202	7,202					
4600	EQUIPMENT PURCHASE/MAINTENANCE	2,000	-	7,000	2009	4,018	7,000	Ride on mower needed in future
	SUPPLIES & SERVICES	500	181					
4605	PROVISION FOR PATHS			5,000	0	0	5,000	Earmark
4610	PUMP MAINTENANCE	1,300	0	1,400	0	1,400	1,400	
	EQUIPMENT MAINTENANCE	1,200	2,712					
4615	GENERAL MAINTENANCE	1,500	4,538	2,000	1,298	2,596	2,000	
4620	MECH GRAVE DIGGER	5,500	1,960	6,500	2,625	5,250	6,500	
4625	TREE & HEDGE MAINTENANCE	3,000	1,202	3,000	20	3,000	3,000	
4630	FUEL FOR MOWERS	1,050	679	2,000	306	612	1,000	
4635	WASTE COLLECTION	2,500	2,238	3,000	906	1,812	2,500	
4640	PROVISION FOR WALLS	2000	0	2,000	0	0	2,000	Earmark
4645	WATER TESTING	1,000	-	1,250	1,005	1,005	1,250	
	NEW TREE	500	-					
	TOTAL	601,428	566,176	649,267	323,401	649,866	695,569	

BUDGET	2023/24	2024/25
	£	£
INCOME	1,865	6,215
EXPENDITURE	649,267	695,569
DIFFERENCE	647,402	689,354

Burnham-on-Sea & Highbridge Town Council 2024/25
Earmarked Reserves

<u>Account</u>	<u>Current Balanc</u>	<u>Transfer</u> <u>to/from other</u> <u>EMR's</u>	<u>Proposed</u> <u>Balance</u>	<u>Transfer to</u> <u>General Reserves</u>	<u>Expected to be</u> <u>used this year</u>	<u>Notes</u>
320 - Property Maintenance EMR	150,129.92		150,100.00	29.92		
321 - Youth Projects EMR	7,248.56		5,000.00	2,248.56		Youth Town Council
322 - TIMPS EMR	11,903.02	- 11,903.02	-	-		moved to 330 - General Maintenance EMR
323 - Princess Cultural Recovery Grant	3,181.00		3,100.00	81.00		May be used in 2023/24
324 - Legacy Clock EMR	10,221.85		-	-	10,221.85	Expect to be used in 2023/24
325 - Service Transfer EMR	39,750.70		39,700.00	50.70		rename from 325 - Asset Transfer EMR
326 - IT/Office Equipment	11,881.34		11,800.00	81.34		
327 - HR Contingency EMR	48,579.56		30,000.00	18,579.56		
328 - Grounds Equipment EMR	1,225.52	7,846.00	9,000.00	71.52		
329 - Coronation	1,143.19		1,100.00	43.19		
330 - General Maintenance EMR	15,422.48	11,903.02	27,300.00	25.50		includes 322 TIMPS EMR
331 - Princess Artistic Material Grant	4,707.42		4,700.00	7.42		
332 - Town Crier EMR	515.00		500.00	15.00		
333 - H/B Youth Project EMR	-		-	-		
334 - Grounds Maintenance EMR	19,031.56	- 19,031.56	-	-		moved to 347 - CEM Extension EMR
335 - Highbridge Regeneration	9,802.00		9,800.00	2.00		
336 - Legal Fees EMR	5,932.00		5,900.00	32.00		
338 - Replacement Van	28,825.00		28,800.00	25.00		
339 - Tesco S106 EMR	4,805.69		4,805.69	-		
340 - Past Mayor Badges EMR	1,930.00		1,000.00	930.00		
341 - Neighbourhood Plan EMR	5,803.00		5,800.00	3.00		
342 - You Are Here Boards EMR	750.00				750.00	Expect to be used in 2023/24
343 - Princess Maint/Renewals EMR	12,339.02		12,300.00	39.02		
344 - SIDS EMR	708.78		-	708.78		
345 - Burnham EVO HTAP EMR	900.00		900.00	-		
346 - Tree Maintenance EMR	10,442.00		7,500.00	2,942.00		rename from 346 - Tree Trimming EMR
347 - CEM Extension EMR	74,714.50	19,031.56	93,700.00	46.06		rename from 347 - Brent Rd Construction EMR
348 - Burnham Shop Front Grants EMR	9,900.00		9,900.00	-		
370 - PMC SALC Grant EMR	921.83	790.79	1,700.00	12.62		rename from 370 - PMC SALC 2 Grant EMR
371 - PMC FOTP Grant EMR	55.72		-	55.72		
372 - PMC Artistic Budget EMR	3,754.00		3,700.00	54.00		
373 - PMC SALC 3C Grant EMR	790.79	- 790.79	-	-		moved to 370 - PMC SALC Grant EMR
380 - CEM Provision EMR	4,700.50	70,836.73	75,500.00	37.23		rename from 380 - CEM Professional Fees EMR
381 - CEM Provision of Paths EMR	68,836.73	- 68,836.73	-	-		moved to 380 - CEM Provision EMR
382 - CEM Equipment Purchase EMR	7,846.00	- 7,846.00	-	-		moved to 328 - Grounds Equipment EMR
383 - CEM Provision for Walls EMR	2,000.00	- 2,000.00	-	-		moved to 380 - CEM Provision EMR
384 - Solar Panels EMR	500.00		-	500.00		
385 - High St Fund EMR	50,000.00		50,000.00	-		
400 - CIL Highbridge	64,685.33		64,685.33	-		
	<u>695,884.01</u>	<u>-</u>	<u>658,291.02</u>	<u>26,621.14</u>	<u>10,971.85</u>	