



THORPE ST ANDREW TOWN COUNCIL

## **FINANCE & STAFFING COMMITTEE MEETING**

Roxley Hall, Yarmouth Road, Thorpe St Andrew, NR7 0QF

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Issued: 15 November 2023

### **Notice of Finance & Staffing Committee Meeting**

Councillors of the Finance and Staffing Committee, you are hereby summoned to attend the meeting of the Finance & Staffing Committee to be held at the Roxley Hall on 20 November 2023 at 7.30pm for the purpose of transacting the following business.

Michelle Barron Chief Executive Officer

### **AGENDA**

- 1. Attendance and Apologies for Absence**
- 2. Declarations of interest in items on the Agenda**
- 3. To confirm the minutes of the Finance and Staffing meeting held 16 October 2023**
- 4. Public participation – to consider a motion to suspend the meeting to allow the public to speak for a maximum of 3 minutes regarding items on the Agenda.**
- 5. Local Government Services Pay Agreement 2023/24**
- 6. Budget 2024/25**
- 7. Dementia Support Group Accounts YTD**

**Future Agenda Items** (Not for Discussion)

**Chief Executive Officer – Mrs Michelle Barron**

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**Thorpe St Andrew Town Council  
Minutes of the Finance & Staffing Committee meeting  
held on 16 October 2023 at 7:30pm**

**1 PRESENT:**

Mr S Snelling  
Mr S Court  
Mr J Emsell  
Mr J Ward

Mr F Bowe  
Ms L Barrett  
Mrs L Skinner

**APOLOGIES:** Mr P Berry and Mr T Garner

**IN ATTENDANCE:** Mrs M Barron (CEO), Mrs R McCarthy (OM/RFO), Mrs L Weston (Administration and Committee Officer)

**2 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA - None**

**3 MINUTES OF THE MEETING HELD ON 25 SEPTEMBER 2023**

The minutes of the meeting held on 25 September 2023 were agreed and signed by the Chairman.

**4 PUBLIC PARTICIPATION (LIMITED TO 3 MINS PER SPEAKER)**

None

**5 Q2 BUDGET MONITORING REPORT**

The RFO presented the financial report for the first 6 months of the 2023/24 tax year. Significant water costs are expected in Q3 for the Hillside allotment site, due to a water leak, the RFO is liaising with Anglian Water on this matter. Allotment deposits increased from £25 to £100. The Precept Performance at Q2 is at a positive 45%. The Committee **NOTED** this report.

**6 BUDGET 2024/25**

The RFO presented a draft Budget for 2024/25, with an estimated tax base of 5189. Going through the report line by line, the RFO provided further reasoning for all variances against previous years and the resulting cost increase per household. In conclusion the Committee requested that the Office find parallel allotment charges for comparison; rename the Fitzmaurice Tennis Court and investigate the cost implication to buy the truck out of lease.

It was proposed by Cllr Snelling and seconded by Cllr Barrett and by a show of hands with one against **RESOLVED** to increase the Projects budget line by £27,500 and therefore the percentage cost per household to 9.7% and take to Full Council.

**7 RESIDENTIAL MOORINGS AT RIVER GREEN AND PUB CAR PARK**

Cllr Ward requested an update on the reason for the delay in charging for moorings at River Green. The CEO confirmed the new lease comes into effect from 1 April 2024 and a meeting with Dr Foreman is planned for 17 October 2023 to discuss this further. Prior to the commencement of the lease, a separate company managing the moorings, will need to be in place.

An update was also requested by Cllr Ward regarding the piece of land on Yarmouth Road. The Town Council were interested in acquiring this land, as suitable provision of a car park for the Town. The CEO will raise this with Dr Foreman at the meeting mentioned previously.

**Further Agenda Items (Not for Discussion)**

None

***The meeting closed at 9.15pm***

Signed: .....

Dated: .....

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# National Joint Council for local government services

Employers' Secretary  
Naomi Cooke

Trade Union Secretaries

Mike Short, UNISON  
Sharon Wiles, GMB

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To: **Chief Executives in England, Wales and N Ireland  
(to be shared with Finance Director and HR Director)  
Regional Employer Organisations  
Members of the National Joint Council**

1 November 2023

Dear Chief Executive,

## LOCAL GOVERNMENT SERVICES PAY AGREEMENT 2023

Employers are encouraged to implement this pay award as swiftly as possible.

Agreement has been reached on rates of pay applicable from **1 April 2023** (covering the period 1 April 2023 to 31 March 2024). The new pay rates are attached at **Annex 1**.

All locally determined pay points above the maximum of the pay spine but graded below deputy chief officer, should be increased by 3.88 per cent, in accordance with Green Book Part 2 Para 5.4<sup>1</sup>.

The new rates for allowances, uprated by 3.88 per cent, are set out at **Annex 2**.

### Joint work

It has been agreed that:

- there will be joint exploratory, without prejudice, informal discussions in order to map out the practical considerations of how and when the pay spine will be reviewed once the future policy direction of the National Living Wage has been confirmed
- there will be joint discussions on the broader family leave and pay issues raised in the unions' claim
- the NJC's Job Evaluation Technical Working Group shall conduct a review of all the school support staff model role profiles (published in 2013) to see whether any of the terminology needs refreshing to take account of, for example, technological advances and new ways of working that may have taken place over the last ten years

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<sup>1</sup> The Green Book Part 2 Para 5.4 provides that posts paid above the maximum of the pay spine but graded below deputy chief officer are within scope of the NJC. The pay levels for such posts are determined locally but once fixed are increased in line with agreements reached by the NJC.

## ANNEX 1

SCP	01-Apr-22		01-Apr-23	
	per annum	per hour	per annum	per hour
1	£20,258	£10.50	<i>Deleted wef 01 Apr 23</i>	
2	£20,441	£10.60	£22,366	£11.59
3	£20,812	£10.79	£22,737	£11.79
4	£21,189	£10.98	£23,114	£11.98
5	£21,575	£11.18	£23,500	£12.18
6	£21,968	£11.39	£23,893	£12.38
7	£22,369	£11.59	£24,294	£12.59
8	£22,777	£11.81	£24,702	£12.80
9	£23,194	£12.02	£25,119	£13.02
10	£23,620	£12.24	£25,545	£13.24
11	£24,054	£12.47	£25,979	£13.47
12	£24,496	£12.70	£26,421	£13.69
13	£24,948	£12.93	£26,873	£13.93
14	£25,409	£13.17	£27,334	£14.17
15	£25,878	£13.41	£27,803	£14.41
16	£26,357	£13.66	£28,282	£14.66
17	£26,845	£13.91	£28,770	£14.91
18	£27,344	£14.17	£29,269	£15.17
19	£27,852	£14.44	£29,777	£15.43
20	£28,371	£14.71	£30,296	£15.70
21	£28,900	£14.98	£30,825	£15.98
22	£29,439	£15.26	£31,364	£16.26
23	£30,151	£15.63	£32,076	£16.63
24	£31,099	£16.12	£33,024	£17.12
25	£32,020	£16.60	£33,945	£17.59
26	£32,909	£17.08	£34,834	£18.06
27	£33,820	£17.53	£35,745	£18.53
28	£34,723	£18.00	£36,648	£19.00
29	£35,411	£18.35	£37,336	£19.35
30	£36,298	£18.81	£38,223	£19.81
31	£37,261	£19.31	£39,186	£20.31
32	£38,296	£19.85	£40,221	£20.85
33	£39,493	£20.47	£41,418	£21.47
34	£40,478	£20.98	£42,403	£21.98
35	£41,496	£21.51	£43,421	£22.51
36	£42,503	£22.03	£44,428	£23.03
37	£43,518	£22.56	£45,441	£23.55
38	£44,539	£23.09	£46,464	£24.08
39	£45,495	£23.58	£47,420	£24.58
40	£46,549	£24.13	£48,474	£25.13
41	£47,573	£24.66	£49,498	£25.66
42	£48,587	£25.18	£50,512	£26.18
43	£49,590	£25.70	£51,515	£26.70

RB hourly rate calculated by dividing annual salary by 52.143 weeks (which is 365 days divided by 7) and then divided by 37 hours (the standard working week)

THORPE ST ANDREW TOWN COUNCIL: BUDGET 2024/25 v3

ALLOTMENTS	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Dussindale Maintenance	1350	1689	1500	210.00	1500
Dussindale Rent	400	405	450	399.93	450
Dussindale Water	417	498	600	136.65	500
Hillside Maintenance	2705	1477	1500	1284.91	2000
Hillside Water	409	1656	850	0.00	1050
Rent & Deposit	258	225		75.00	
Water Charges	368			0.00	
<b>TOTAL</b>	<b>5907</b>	<b>5950</b>	<b>4900</b>	<b>2106.49</b>	<b>5500</b>
<b>RECEIPTS</b>					
Rents/deposits	9131	5662	5000	4414.48	5000
Water Charges	1417	1418	1000	1029.56	1000
<b>TOTAL</b>	<b>10548</b>	<b>7080</b>	<b>6000</b>	<b>5444.04</b>	<b>6000</b>

BROADLAND DC ELECTIONS	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Election costs	7079	4773	7000	8607.01	9000
<b>TOTAL</b>	<b>7079</b>	<b>4773</b>	<b>7000</b>	<b>8607.01</b>	<b>9000</b>

BUILDING MAINTENANCE	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Town Hall	4594	4285	7000	2947.99	7000
Morse Pavilion	3066	10365	7000	803.09	7000
Roxley Hall	662	4640	3000	1104.84	3000
Café	2279	1739	1000	0.00	1000
River Green	177	10235	3000	1104.83	3000
<b>TOTAL</b>	<b>10778</b>	<b>31264</b>	<b>21000</b>	<b>5960.75</b>	<b>21000</b>
<b>RECEIPTS</b>					
Town Hall		57		0.00	
Café		40		0.00	
<b>TOTAL</b>	<b>0</b>	<b>97</b>	<b>0</b>	<b>0.00</b>	<b>0</b>

BUSINESS SPONSORSHIP	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Payments	593	1714	1000	0.00	500
<b>TOTAL</b>	<b>593</b>	<b>1714</b>	<b>1000</b>	<b>0.00</b>	<b>500</b>
<b>RECEIPTS</b>					
Receipts	420	673	450	0.00	1000
<b>TOTAL</b>	<b>420</b>	<b>673</b>	<b>450</b>	<b>0.00</b>	<b>1000</b>

CAPITAL SPENDING	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Asset Replacement	10305	36868	5000	0.00	5000
Buildings & Amenity Areas		93804	7500	4884.50	7500
Town Hall	755	3225	5000	0.00	5000
Projects		6295	16000	1980.00	47500
War Memorial	1008				
<b>TOTAL</b>	<b>12068</b>	<b>140192</b>	<b>33500</b>	<b>6864.50</b>	<b>65000</b>

CEMETERY	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Maintenance	2450		2000	400.00	0
Water Charges	116	230	250	119.38	0
<b>TOTAL</b>	<b>2566</b>	<b>230</b>	<b>2250</b>	<b>519.38</b>	<b>0</b>

Moved to S.137

COMM. INFRASTRUCTURE LEVY	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Payments					
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0</b>
<b>RECEIPTS</b>					
Receipts	13523	10225		0.00	
<b>TOTAL</b>	<b>13523</b>	<b>10225</b>	<b>0</b>	<b>0.00</b>	<b>0</b>

CONTINGENCY	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Payments			5000		5000
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>5000</b>	<b>0.00</b>	<b>5000</b>

EVENTS	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
One Off Payments	2658	1654	2000	1039.46	2000
St Georges Day		530	2000	1667.92	2000
Fireworks	5716	11065	9000	4411.00	16000
Remembrance Day	577	960	500	0.00	1500
Xmas Event	5714	7010	2500	308.48	2500
Sovereign Events		10841	5000	6901.07	
Additional Events		428	500	2128.91	1000
*NEW* Commemorative Events				0.00	5000
<b>TOTAL</b>	<b>14665</b>	<b>32488</b>	<b>21500</b>	<b>16456.84</b>	<b>30000</b>
<b>RECEIPTS</b>					
One Off Payments	1159			33.34	
St Georges Day		667	500	957.89	1000
Fireworks	17511	33252	15000	633.32	15000
Xmas Event	841	1824	500	1025.77	2500
Sovereign Events		3458	3500	2207.23	
Additional Events		516	500	805.53	1000
*NEW* Commemorative Events					3000
<b>TOTAL</b>	<b>19511</b>	<b>39717</b>	<b>20000</b>	<b>5663.08</b>	<b>22500</b>

FITZMAURICE PARK/TOWN HALL	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Cleaning	767	141		455.92	1000
Cricket Maintenance	588	958	1000	0.00	
Electricity	6592	4366	6000	2629.05	6000
Field Maintenance Contract	7357	3569	7000	425.29	
Sports Turf Maintenance	330				
Park Maintenance	5496	3020	2500	1263.75	3000
Play Equipment Maintenance	17	171	1000	6.07	1000
Water rates	378	613	700	139.17	700
Wheeled/Litter/Dog Bins	1485	2412	2000	842.98	2000
Youth Shelter Maintenance		177	400	0.00	400
Tennis Court Maintenance			400		100
<b>TOTAL</b>	<b>23010</b>	<b>15427</b>	<b>21000</b>	<b>5762.23</b>	<b>14200</b>
<b>RECEIPTS</b>					
Field Maintenance Contract		3230		0.00	
Cricket Income	1907	2436	2000	157.50	150
Lettings	21362	16743	15000	5166.67	15000
Other Income	171	250		206.28	400
<b>TOTAL</b>	<b>23440</b>	<b>22659</b>	<b>17000</b>	<b>5530.45</b>	<b>15550</b>

GRANTS	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Payments	1770	1321		306.00	
<b>TOTAL</b>	<b>1770</b>	<b>1321</b>	<b>0</b>	<b>306.00</b>	<b>0</b>
<b>RECEIPTS</b>					
Receipts	1000	1767		1145.00	
<b>TOTAL</b>	<b>1000</b>	<b>1767</b>	<b>0</b>	<b>1145.00</b>	<b>0</b>

LEASES	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Payments	5562	4402	5200	2036.76	4100
<b>TOTAL</b>	<b>5562</b>	<b>4402</b>	<b>5200</b>	<b>2036.76</b>	<b>4100</b>

LEGAL FEES	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Legal Charges	11499	18498	8000	4049.87	8000
<b>TOTAL</b>	<b>11499</b>	<b>18498</b>	<b>8000</b>	<b>4049.87</b>	<b>8000</b>
<b>RECEIPTS</b>					
Receipts		15388		0.00	
<b>TOTAL</b>	<b>0</b>	<b>15388</b>	<b>0</b>	<b>0.00</b>	<b>0</b>

LOAN REPAYMENT	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Roxley Hall Loan	20269	18206	19435	9769.34	19018
Town Hall Loan	3894	3850	3806	1908.43	3762
River Green Lights	3566	3566	3566	1783.14	3566
<b>TOTAL</b>	<b>27729</b>	<b>25622</b>	<b>26807</b>	<b>13460.91</b>	<b>26346</b>

NEIGHBOURHOOD & TOWN PLAN	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Neighbourhood/Town Plan	1033	3750	1000	400.00	1000
<b>TOTAL</b>	<b>1033</b>	<b>3750</b>	<b>1000</b>	<b>400.00</b>	<b>1000</b>
<b>RECEIPTS</b>					
Neighbourhood/Town Plan		3330		0.00	
<b>TOTAL</b>	<b>0</b>	<b>3330</b>	<b>0</b>	<b>0.00</b>	<b>0</b>

NEWSLETTER	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Newsletter	2288	4431	2500	0.00	3000
<b>TOTAL</b>	<b>2288</b>	<b>4431</b>	<b>2500</b>	<b>0.00</b>	<b>3000</b>

RIVER GREEN	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Staithe Picnic Area	128			0.00	
Electricity	1719	1997	1500	1236.39	2500
River Green Maintenance	1511	1679	3000	617.43	3000
War Memorial Maintenance	4			0.00	
Rates (Toilets)	2027			0.00	
Electricity (Toilets)	1102	1231	1700	502.77	1700
Cleaning (Toilets)	4155	191	100	2419.74	7000
Water (Toilets)	1193	1524	800	814.18	1000
<b>TOTAL</b>	<b>11839</b>	<b>6622</b>	<b>7100</b>	<b>5590.51</b>	<b>15200</b>
<b>RECEIPTS</b>					
Electricity		1760		790.34	1000
Income	1291	713	1500	0.00	1500
Rates (Toilets)	2944			0.00	
<b>TOTAL</b>	<b>4235</b>	<b>2473</b>	<b>1500</b>	<b>790.34</b>	<b>2500</b>

ROXLEY HALL	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Cleaning	2028	560	500	2556.94	7000
Electricity	678	1025	1500	563.93	1500
Gas	1871	1587	2000	1011.82	2100
Miscellaneous	1619	865	500	15.42	200
Rates	4790	5546	6000	4635.54	5000
Water	496	305	500	237.02	500
Lettings		66			
Telephone	441	1614	500	195.00	500
<b>TOTAL</b>	<b>11923</b>	<b>11568</b>	<b>11500</b>	<b>9215.67</b>	<b>16800</b>
<b>RECEIPTS</b>					
Miscellaneous	114	78		0.00	
Lettings	7055	15491	12000	6933.05	14000
<b>TOTAL</b>	<b>7169</b>	<b>15569</b>	<b>12000</b>	<b>6933.05</b>	<b>14000</b>

S106 PAYMENTS & DONATIONS	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Section 106					
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0</b>
<b>RECEIPTS</b>					
Section 106		52458		0.00	
<b>TOTAL</b>	<b>0</b>	<b>52458</b>	<b>0</b>	<b>0.00</b>	<b>0</b>

S137 PAYMENTS & DONATIONS	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
S137 Payments & Donations	50	550			450
<b>TOTAL</b>	<b>50</b>	<b>550</b>	<b>0</b>	<b>0.00</b>	<b>450</b>
<b>RECEIPTS</b>					
S137 Payments & Donations					
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0</b>



SALARIES	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
A Salary, Employer NIC & Pension	46409				
B Salary, Employer NIC & Pension	5952				
C Salary, Employer NIC & Pension	4488				
D Salary, Employer NIC & Pension	115841				
E Salary, Employer NIC & Pension	15100				
F Salary, Employer NIC & Pension	566				
G Salary, Employer NIC & Pension		4423			
Student Loan	268	585	500	366.00	800
H Salary	22652	26184	27344	14709.48	32076
H Pension Employer	5386	6425	6563	3542.76	7377
H Employer NIC	1943	2575	2700	1452.78	3000
J Salary	18456	22208	22777	11388.48	24702
J Pension Employer	4337	5330	5466	2676.30	5682
J Employer NIC	1326	1912	2100	943.98	2000
K Salary	18456	22208	22777	11388.48	24702
K Pension Employer	4337	5330	5466	2676.30	5682
K Employer NIC	1326	1912	2100	943.98	2000
L Salary	9872	20259	22369	0.00	
L Pension Employer	2320	4862	5368	0.00	
L Employer NIC	752	1747	2100	0.00	
M Salary	14400	57600	47665	26745.03	49498
M Pension Employer			11440	645.08	11385
M Employer NIC			4800	274.21	3700
N Salary	18826	30324	31099	16909.98	35745
N Pension Employer	4424	7278	7464	3973.86	8222
N Employer NIC	1378	3090	3100	1705.92	3500
P Salary	5806	20141	21940	9403.02	20713
P Pension Employer			5266	0.00	4764
P Employer NIC	394	1614	2100	669.96	1400
Q Salary		5525	18000	9068.52	20029
Q Pension Employer		1326		2131.08	4607
Q Employer NIC		344		623.82	1400
R Salary		948	12696	6234.00	13561
R Pension Employer		228	3047	1465.02	3119
R Employer NIC		26	1200	232.68	500
S Salary			12000	1667.33	12000
S Pension Employer				391.82	2760
S Employer NIC				0.00	
Salary Contingency			5000	0.00	5000
<b>TOTAL</b>	<b>325015</b>	<b>254404</b>	<b>314447</b>	<b>132229.87</b>	<b>309924</b>

SCP Increase

SCP Increase

SIR GEORGE MORSE PARK & PAVILION	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Cleaning and Cleaning Materials	10530	1760	2500	2545.29	7000
Electricity	4194	5267	5000	2173.38	5000
Equipment Hire	675	2490	2000	545.00	2000
Field Maintenance Contract	10654	10316	16000	7257.18	17000
Fuel	2144	2509	2200	1152.50	2300
Grounds Machinery Maintenance	4561	1280	3000	1352.82	3000
Materials Fixtures & Fittings	1832	883	1500	0.00	1000
Mileage	113			27.09	
Miscellaneous	836		500	0.00	500
Gas	954	1583	2000	288.62	1000
Park Maintenance	3280	1437	1500	1940.99	3500
Play Equipment Maintenance (COMBINE)	3371	444	2000	0.00	
Sports Turf Maintenance	1310			0.00	
Telephone	1369	1569	2000	271.29	600
Tools & Equipment	1130	1597	1000	486.25	1000
Training	2507	320		0.00	
Water Rates	922	1781	1600	797.90	1600
Wheeled/litter/dog bins	1908	2477	2300	853.82	2000
Football Maintenance	3233	663	2500	4043.00	5000
Rates	2470	2470	2500	2470.05	2500
Feed-In Tariff	1171	1273	1500	0.00	1500
Tennis Courts Maintenance	640		500	109.55	500
Health & Safety	2397	3147	2500	153.57	1000
Vehicle Maintenance	646	2940	1000	808.05	2000
<b>TOTAL</b>	<b>62847</b>	<b>46206</b>	<b>55600</b>	<b>27276.35</b>	<b>60000</b>
<b>RECEIPTS</b>					
Electricity		1380	2000	997.42	2000
Field Maintenance Contract		3230		0.00	
Fuel		50		25.00	
Gas	23			0.00	
Tools & Equipment		7109		333.33	
Football Income	7664	7362	10000	2428.33	8000
Lettings	4533	5400	5400	2250.00	5400
Rates		1494		0.00	
Feed-In Tariff	1171	1273	1500	548.95	1500
Telephone		10		0.00	
<b>TOTAL</b>	<b>13391</b>	<b>27308</b>	<b>18900</b>	<b>6583.03</b>	<b>16900</b>

STREET FURNITURE	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Cleaning bus shelters	1175	1695	1700	875.00	1800
Repairs and Maintenance		254	500	457.96	1000
Bus Shelter	385			0.00	
Memorial Donation	196	75		1279.95	
<b>TOTAL</b>	<b>1756</b>	<b>2024</b>	<b>2200</b>	<b>2612.91</b>	<b>2800</b>
<b>RECEIPTS</b>					
Memorial Donation	258	143.07		1006.65	
<b>TOTAL</b>	<b>258</b>	<b>143.07</b>	<b>0</b>	<b>1006.65</b>	<b>0</b>

STREET LIGHTING	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Energy Charge	23690	36698	25000	18831.91	38000
Maintenance Contract	4800	4800	7000	2000.00	6000
Repairs	12246	19152	12000	7260.00	15000
Structural Testing	3737				
<b>TOTAL</b>	<b>44473</b>	<b>60650</b>	<b>44000</b>	<b>28091.91</b>	<b>59000</b>

TOWN COUNCIL OFFICE	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Audit	1450	1425	2000	1815.00	2000
Bank charges	137	118	200	99.85	200
Mayors Expenses	182	409	300	16.20	300
Computer/Photocopier	132	850		-24.83	
Insurance	7921	8486	9000	9754.95	10000
Miscellaneous	540	441	250	118.03	250
Office equipment	174	940	1000	603.89	1500
Telephone	1473	1458	1200	1035.81	2000
Postage	764	26	250	155.67	250
Stationery	875	310	500	95.02	250
Subscriptions	4439	6059	5000	3558.76	5000
Training/H&S	895	2605	4000	3069.89	5000
Bottle Bank	60	130	100	111.60	200
Photocopy charges	841	1056	1200	311.52	1000
Rates	3393	3393	3400	3043.90	3400
HR Costs	3907	330	2000	798.10	2000
Uniform			500	582.31	1000
<b>TOTAL</b>	<b>27183</b>	<b>28036</b>	<b>30900</b>	<b>25145.67</b>	<b>34350</b>
<b>RECEIPTS</b>					
Mayors Expenses	15			0.00	
Miscellaneous	9	475	100	140.00	100
Subscriptions		1250		0.00	
Bank Charges		-1		0.00	
Bank Interest	49	953	100	1909.61	2000
Bottle bank	106	417	300	0.00	300
Telephone		14		0.00	
<b>TOTAL</b>	<b>179</b>	<b>3108</b>	<b>500</b>	<b>2049.61</b>	<b>2400</b>

TREE MANAGEMENT	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Tree Expenditure		9174	9000	800.00	9000
<b>TOTAL</b>	<b>0</b>	<b>9174</b>	<b>9000</b>	<b>800.00</b>	<b>9000</b>
<b>RECEIPTS</b>					
Tree Expenditure	40			0.00	0
<b>TOTAL</b>	<b>40</b>	<b>0</b>	<b>0</b>	<b>0.00</b>	<b>0</b>

VERGE CUTTING	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Fuel & Machinery Maintenance	1260	904	2500	1740.12	3500
Verge Cutting	5725	683	1000	257.71	1000
Equipment Hire	3950	4620	5000	2640.00	5300
<b>TOTAL</b>	<b>10935</b>	<b>6207</b>	<b>8500</b>	<b>4637.83</b>	<b>9800</b>
<b>RECEIPTS</b>					
Verge Cutting	17417	18845	19000	21370.23	22000
<b>TOTAL</b>	<b>17417</b>	<b>18845</b>	<b>19000</b>	<b>21370.23</b>	<b>22000</b>

WEBSITE	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Website Costs	660	1420	1000	625.00	1000
<b>TOTAL</b>	<b>660</b>	<b>1420</b>	<b>1000</b>	<b>625.00</b>	<b>1000</b>

YOUTH COUNCIL	Actual 21/22	Actual 22/23	Budget 23/24	YTD	Budget 24/25
<b>PAYMENTS</b>					
Payments	292		1000		1000
<b>TOTAL</b>	<b>292</b>	<b>0</b>	<b>1000</b>	<b>0</b>	<b>1000</b>

**THORPE ST ANDREW TOWN COUNCIL DRAFT BUDGET v3- 2024/25**

<b>INCOME</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>
Allotments	6050.00	6000.00	6000.00
Business Sponsorship	250.00	450.00	1000.00
Events	16000.00	20000.00	22500.00
Fitzmaurice Park	18800.00	17000.00	15550.00
River Green	1000.00	1500.00	2500.00
Roxley Hall	10000.00	12000.00	14000.00
Sir George Morse Park	15400.00	18900.00	16900.00
Town Council Office	50.00	400.00	2400.00
Verge Cutting	17000.00	19000.00	22000.00
<b>TOTAL</b>	<b>84550.00</b>	<b>95250.00</b>	<b>102850.00</b>

<b>EXPENDITURE</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>
Allotments	4800.00	4900.00	5500.00
BDC Elections	4000.00	7000.00	9000.00
Building Maintenance	29000.00	21000.00	21000.00
Business Sponsorship	1000.00	1000.00	500.00
Cemetery	3025.00	2250.00	0.00
Events	15000.00	21500.00	30000.00
Fitzmaurice Park	22500.00	21000.00	14200.00
Lease Payments	5200.00	5200.00	4100.00
Legal Fees	6500.00	8000.00	8000.00
Loan Repayment	27268.00	26807.00	26346.00
Neighbourhood/Town Plan	1000.00	1000.00	1000.00
Newsletter	2000.00	2500.00	3000.00
River Green	10500.00	7100.00	15200.00
Roxley Hall	10500.00	11500.00	16800.00
S137 Payments	550.00	0.00	450.00
Sir George Morse Park	53600.00	55600.00	60000.00
Street Furniture	1500.00	2200.00	2800.00
Street Lighting	32000.00	44000.00	59000.00
Town Council Office	25050.00	30900.00	34350.00
Tree Management	9000.00	9000.00	9000.00
Verge Cutting	8500.00	8500.00	9800.00
Website	1000.00	1000.00	1000.00
Youth Council	1000.00	1000.00	1000.00
Salaries	291626.00	314447.00	309924.00
<b>TOTAL</b>	<b>566119.00</b>	<b>607404.00</b>	<b>641970.00</b>

<b>CAPITAL</b>	<b>2022/23</b>	<b>2023/24</b>	<b>2024/25</b>
Asset Replacement	4500.00	5000.00	5000.00
Buildings & Amenity Areas	7500.00	7500.00	7500.00
Street Lighting	9000.00	0.00	0.00
Town Hall	5000.00	5000.00	5000.00
Projects	20000.00	16000.00	47500.00
<b>TOTAL</b>	<b>46000.00</b>	<b>33500.00</b>	<b>65000.00</b>

<b>REVENUE EXPENDITURE</b>	<b>566119.00</b>	<b>607404.00</b>	<b>641970.00</b>
<b>CAPITAL EXPENDITURE</b>	<b>46000.00</b>	<b>33500.00</b>	<b>65000.00</b>
<b>CONTINGENCY</b>	<b>7000.00</b>	<b>5000.00</b>	<b>5000.00</b>
	<b>619119.00</b>	<b>645904.00</b>	<b>711970.00</b>
<b>LESS INCOME</b>	<b>84550.00</b>	<b>95250.00</b>	<b>102850.00</b>
<b>PRECEPT REQUIRED</b>	<b>534569.00</b>	<b>550654.00</b>	<b>609120.00</b>

<b>Tax Base</b>	<b>5164</b>	<b>5189</b>	<b>5189</b>	
<b>Cost per property</b>	<b>£ 103.52</b>	<b>£ 106.12</b>	<b>£ 117.39</b>	<b>£ 11.27</b>
<b>Increase</b>	<b>3.0%</b>	<b>2.5%</b>	<b>10.6%</b>	<b>£ 0.94</b>

**INCREASE ON COUNCIL TAX**

**THORPE ST ANDREW TOWN COUNCIL**

**Band D 23/24  
£106.12**

	<b>Payable</b>	<b>Increase</b>	<b>Inc. per mth</b>	<b>Inc. per wk</b>
1%	£ 107.18	£ 1.06	£ 0.09	£ 0.02
2%	£ 108.24	£ 2.12	£ 0.18	£ 0.04
3%	£ 109.30	£ 3.18	£ 0.27	£ 0.06
4%	£ 110.36	£ 4.24	£ 0.35	£ 0.08
5%	£ 111.43	£ 5.31	£ 0.44	£ 0.10
6%	£ 112.49	£ 6.37	£ 0.53	£ 0.12
7%	£ 113.55	£ 7.43	£ 0.62	£ 0.14
8%	£ 114.61	£ 8.49	£ 0.71	£ 0.16
9%	£ 115.67	£ 9.55	£ 0.80	£ 0.18
10%	£ 116.73	£ 10.61	£ 0.88	£ 0.20
11%	£ 117.79	£ 11.67	£ 0.97	£ 0.22
12%	£ 118.85	£ 12.73	£ 1.06	£ 0.24
13%	£ 131.18	£ 13.80	£ 1.15	£ 0.27
14%	£ 132.24	£ 14.86	£ 1.24	£ 0.29
15%	£ 133.30	£ 15.92	£ 1.33	£ 0.31

**BROADLAND DISTRICT COUNCIL**

**Band D 23/24  
£2,120.75**

	<b>Payable</b>	<b>Increase</b>	<b>Inc. per mth</b>	<b>Inc. per wk</b>
1%	£2,141.96	£21.21	£ 1.77	£ 0.41
2%	£2,163.17	£42.42	£ 3.53	£ 0.82
3%	£2,184.37	£63.62	£ 5.30	£ 1.22
4%	£2,205.58	£84.83	£ 7.07	£ 1.63
5%	£2,226.79	£106.04	£ 8.84	£ 2.04
6%	£2,248.00	£127.25	£ 10.60	£ 2.45
7%	£2,269.20	£148.45	£ 12.37	£ 2.85
8%	£2,290.41	£169.66	£ 14.14	£ 3.26
9%	£2,311.62	£190.87	£ 15.91	£ 3.67
10%	£2,332.83	£212.08	£ 17.67	£ 4.08
11%	£2,354.03	£233.28	£ 19.44	£ 4.49
12%	£2,375.24	£254.49	£ 21.21	£ 4.89
13%	£2,396.45	£275.70	£ 22.97	£ 5.30
14%	£2,417.66	£296.91	£ 24.74	£ 5.71
15%	£2,438.86	£318.11	£ 26.51	£ 6.12

		RECEIPTS						PAYMENTS									
DATE	VOUCHER	CUSTOMER	DONATION	GRANT	TEA MONEY	TRIPS	OTHER	TOTAL RECEIPTS	SUPPLIER	FOOD & DRINK	GOODS	GARDEN	TRIPS & EVENTS	OTHER	TOTAL PAYMENTS	BALANCE	Notes
31/03/2023																3671.34	
03/04/2023	1	-						0.00	Sainsburys	-100.00					-100.00	3571.34	
04/04/2023	-	At Heart Lottery	21.50					21.50	-						0.00	3592.84	
03/05/2023	-	At Heart Lottery	22.00					22.00	-						0.00	3614.84	
12/05/2023	CHQ	-						0.00	The Cottage				-180.00		-180.00	3434.84	
26/05/2023	-	Donations & Tea Money	120.00		129.44			249.44	-			-25.50			-25.50	3658.78	
13/06/2023	-	At Heart Lottery	25.50					25.50	-						0.00	3684.28	
20/06/2023	2	-						0.00	Sainsburys	-100.00					-100.00	3584.28	
28/06/2023	-	Tea Money			75.25			75.25	-						0.00	3659.53	
30/06/2023	-	D Moore Donation	635.00					635.00	-						0.00	4294.53	
07/07/2023	3	-						0.00	Amazon		-62.73				-62.73	4231.80	
11/07/2023	-	At Heart Lottery	17.00					17.00	-						0.00	4248.80	
17/07/2023	-	Sponsorship	35.00					35.00	-						0.00	4283.80	
19/07/2023	4	-						0.00	Snelling			-115.00		-25.50	-140.50	4143.30	
25/07/2023	5	-						0.00	Morrisons	-20.00					-20.00	4123.30	
04/08/2023	-	Tea Money & Seed Sales	101.00		80.81			181.81	Bass					-37.88	-37.88	4267.23	
07/08/2023	6	-						0.00	Booker				-25.16		-25.16	4242.07	
07/08/2023	7	-						0.00	Sainsburys	-100.00					-100.00	4142.07	
08/08/2023	-	At Heart Lottery	27.50					27.50	-						0.00	4169.57	
08/08/2023	8	-						0.00	Charlotte Vanjour				-90.00		-90.00	4079.57	
10/08/2023	9	-						0.00	Morrisons	-148.95					-148.95	3930.62	
22/08/2023	-	Tea, Raffle & Boat Trip			26.76	75.00	133.00	234.76	-						0.00	4165.38	
13/09/2023	-	At Heart Lottery	22.00					22.00	-						0.00	4187.38	
21/09/2023	-	Funeral Collection	400.00					400.00	-						0.00	4587.38	
25/09/2023	10	-						0.00	Mississippi Riverboat				-662.80		-662.80	3924.58	
27/09/2023	11	-						0.00	Smiths Coaches				-235.00		-235.00	3689.58	
28/09/2023	-	Personal Donation	770.00					770.00	-						0.00	4459.58	
10/10/2023	-	At Heart Lottery	22.00					22.00	-						0.00	4481.58	
19/10/2023	12	-						0.00	Sainsburys	-100.00					-100.00	4381.58	
								0.00							0.00	4381.58	
								0.00							0.00	4381.58	
								0.00							0.00	4381.58	
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								0.00							0.00	4381.58	
								0.00							0.00	4381.58	
								0.00							0.00	4381.58	
<b>TOTAL</b>			<b>2218.50</b>	<b>0.00</b>	<b>312.26</b>		<b>133.00</b>	<b>2738.76</b>		<b>-568.95</b>	<b>-62.73</b>	<b>-140.50</b>	<b>-1192.96</b>	<b>-63.38</b>	<b>-2028.52</b>	<b>4381.58</b>	<b>END BALANCE</b>