

KNARESBOROUGH TOWN COUNCIL (KTC)

A Pulman
Clerk of the Council

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15 October 2024

To: **The Members of the Finance and General Purposes Committee –**
Councillors A Bell, K Davies, D Goode, S Oakes and M Walker

Dear Councillors:

I hereby summon you to the following meeting of **KNARESBOROUGH TOWN COUNCIL FINANCE and GENERAL PURPOSES COMMITTEE** to be held at Knaresborough House, Knaresborough, HG5 0HW on:

Monday 21 October 2024

7:00 pm

Please see the Agenda for the meeting below:

Yours faithfully

A Pulman

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Clerk of the Council

Any queries regarding this agenda should be addressed to the Clerk at
office@knaresboroughtowncouncil.gov.uk

FINANCE AND GENERAL PURPOSES AGENDA – Monday 21 October 2024

1. To receive **Apologies and consider approval** of the reasons for inability to attend the meeting.

2. To receive declarations of **disclosable pecuniary interests** (not previously declared) on any matters of business and to consider any written requests for **dispensation**.

3. KTC Public Speaking Session

Any member of the public who wishes to speak about an item on this agenda, or any topic they wish to bring to council's attention, does not need to give notice but priority will be given to those who have given prior notice to the Clerk – *please see contact details on the front of this agenda*.

4. **To consider** and, if thought fit, **approve** as a correct record, **the Minutes** of the **Finance Committee Meeting** held on:

4.1 Monday 15 July 2024 (*ca*)

5. **Business Remaining** - None for this meeting

6. Reports from the Clerk

6.1 **To approve** the schedule of accounts for July, August and September (*ca*)

6.2 **To receive and note** the finance figures for June, July and August 2024 (*ca*)

6.3 **To note** the current income/expenditure position up to the month ending 30 September 2024 (*ca*)

6.4 **To note** the bank reconciliations have been agreed to the bank statements by Cllr K Davies for the period April – July. All records correct and signed.

6.5 **To review and adopt** the Financial Reserves Policy as prepared by the office following Internal Auditor recommendations (*ca*)

6.6 **To receive and note** the update on the Small Grants Fund administered by the Clerk (*ca*)

6.7 **To note** the completion of the retrospective 2023/24 internal control checklist by Cllrs Gostlow and Oakes with no issues raised; and **to set a date** for the 24/25 review.

6.8 **To consider** giving delegated authority to the Clerk to liaise with Local Council Consultancy regarding independent support for Council in determining feasibility for KTC running a market.

7. Correspondence or Delegation from Full Council

Grants Expenditure form produced by the Clerk attached for information:

7.1 To consider grant application from: Knaresborough Christmas Market to assist with traffic management costs *(ca)*

7.2 To consider the grant application from: Knaresborough Connectors to cover Heritage Consultant fees *(ca)*

7.3 To consider the grant application from: Saint Michael's Hospice to help with essential medical supplies *(ca)*

7.4 To consider the grant application from: Knaresborough Museum Association to fund outreach work and production costs for Part 2 of its linen industry exhibition *(ca)*

7.5 To consider the grant application from: Christians Together in Knaresborough for support in covering road closure costs required to hold the Nativity Play *(ca)*

7.6 To consider the grant application from: Inspire Youth Yorkshire to support the Junior Youth Club provision in Knaresborough for a 3-year period *(ca)*

7.7 To receive and note the response from NYC's Chief Executive regarding Knaresborough Community Land Trust and **to consider** progress made according to the timetable outlined by NYC for reviewing details of how they will continue to support community land trusts in North Yorkshire and a **response** if deemed necessary *(ca)*

8. To note the next finance meeting to be held on Monday 18 November to discuss the 2025/26 budget to which all council members will be invited.

Note: Members of the public and press are invited to attend the meeting as observers. Only Town Councillors are entitled to vote. A list of Councillors is available on the website or notice board at Knaresborough House. Agenda papers may be viewed on the website or purchased at the Town Clerk's office.

A copy of the agenda in larger print is available on request.

Following the Local Government Audit and Accountability Act 2014 the right to record, film and to broadcast meetings of the Council, Committees and Sub Committees is established but anyone wishing to do so should advise the Clerk or Chair of the Council to ensure compliance with KTC's adopted policy to effectively and lawfully manage this activity.

Emergency Procedures for Meetings – Fire

Details on fire evacuation procedures are displayed in the Council Chamber. Members and visitors are to familiarise themselves with these and the location of fire exits, in the building.

**MINUTES OF THE MEETING OF KNARESBOROUGH TOWN COUNCIL'S
FINANCE AND GENERAL PURPOSES COMMITTEE
HELD AT KNARESBOROUGH HOUSE
on Monday 15 July 2024**

PRESENT: **Chair:** Councillor Matt Walker

Councillors: A Bell, K Davies, D Goode, S Oakes and M Walker

Staff Present: The Clerk and Deputy Clerk

Also Present: Councillors J Batt, H Gostlow and three members of the public

Late Arrivals: None **Early Departures:** None

Councillor David Goode opened the meeting and invited nominations for election of Chair and Vice Chair.

24/034 ITEM 1 – To elect a Chair for the Committee

RESOLVED: That Councillor M Walker is elected Chair for the Committee

24/035 ITEM 2 – To elect a Vice Chair for the Committee (if required)

RESOLVED: That Councillor A Bell is elected Vice Chair for the Committee

24/036 ITEM 3 - To receive Apologies and consider approval of the reasons for inability to attend the meeting.

None for this meeting

24/037 ITEM 4 - Councillors' Disclosure of an Interest

Councillor M Walker	9.6 To consider the grant application from: Knaresborough Community Land Trust for help towards the renovation of a local property – is a shareholder of the Community Land Trust.
Councillor D Goode	9.6 To consider the grant application from: Knaresborough Community Land Trust for help towards the renovation of a local property – is a past Director of the Community Land Trust

24/038 ITEM 5 - KTC Public Speaking Session

a) Members of the Waterside Residents Association attended the meeting to speak in favour of their grant application.

Members asked questions and the Chair moved to take Item 9.5 – To consider the grant application from Waterside Residents Association for help towards a planting scheme for the area.

RESOLVED: That Town Council awards the full grant amount requested of £982.26 with funding to be vired from the 'Staffing Other' line of the 2024/2025 budget.

b) The Chair of Knaresborough in Bloom attended the meeting to speak in favour of their grant application.

Members asked questions and the Chair moved to take Item 9.2 - To consider the grant application from: Knaresborough in Bloom for help towards their annual planting throughout the town.

RESOLVED: That Knaresborough in Bloom is awarded the full grant amount requested of £1600 with £1,000 to be taken from the general grant funding budget line and £600 to be taken from the green grant budget line reflecting the group's aims to support environmental planting techniques.

c) A representative from Knaresborough Community Land Trust attended the meeting to speak in favour of their grant application.

Councillor M Walker left the chamber and took no part in discussion or voting. Councillor A Bell took over as Chair.

Members asked questions and the Chair moved to take Item 9.6 - To consider the grant application from: Knaresborough Community Land Trust for help towards the renovation of a local property.

It was proposed, and seconded, that the application be refused at this point in time but noting that the group can bring the application back to council later in the year when they have done more fund raising and when town council has a better understanding of its own financial position for the year.

It was further proposed that town council awards an amount of £3.5K or £5K. This proposal was later withdrawn.

It was then proposed, and seconded, that the grant be awarded in full, but that KTC write to North Yorkshire Council (NYC) asking for reimbursement of the funding from the Community Led Housing budget. This proposal fell.

RESOLVED: That the application is refused but the group can bring the application back to council later in the year.

FURTHER RESOLVED: That KTC writes to NYC requesting that they release funding to support the Community Land Trust in Knaresborough from their Community Led Housing budget (Harrogate area) without any further delay.

Councillor M Walker returned to the Chamber and took the Chair.

d) Councillor J Batt attended the meeting to explain the rationale behind his Motion from Councillors.

Members asked questions and then the Chair moved to take ITEM 10 – Motions from Councillors

Councillor J Batt:

“That Knaresborough Town Council agree to the printing of a number (suggested 800 each) of informative leaflets (3 different types) re Gorge, Castle and Forest as requested by Mr D Rhodes and that the Clerk be given delegated authority to spend up to a maximum of £700 from the projects contingency budget line”.

RESOLVED: That this item is deferred until Council has had sight of the strategy which the Castle Area Sub-committee is currently working on.

24/039 ITEM 6 - To consider and, if thought fit, approve as a correct record, the Minutes of the Finance Committee Meeting held on:

4.1 Monday 08 April 2024

RESOLVED: That the minutes of the Finance and General Purposes Committee meeting held on Monday 08 April 2024 be approved as a correct record and signed by the Chair.

24/040 ITEM 7 - Business Remaining

None for this meeting.

24/041 ITEM 8 - Reports from the Clerk

8.1 To approve the schedule of accounts for April, May and June 2024.

RESOLVED: To approve the schedule of accounts for April, May and June 2024.

8.2 To receive and note the finance figures for April and May 2024.

RESOLVED: To receive and note the finance figures for April and May 2024.

8.3 To note the current budgetary position up to month ending 31 May 2024.

RESOLVED: To note the current budgetary position up to month ending 31 May 2024.

8.4 To review and adopt the expenses policy as prepared by the office.

RESOLVED: To adopt the expenses policy as prepared by the office.

8.5 To consider giving delegated authority to the Clerk to complete the Commuted Sums Project Initiation Document in liaison with the Commuted Sums sub-committee.

RESOLVED: That the Clerk be given delegated authority to complete the Commuted Sums Project Initiation Document in liaison with the Commuted Sums sub-committee.

8.6 To receive and note the update on the Small Grants Fund administered by the Clerk.

RESOLVED: To receive and note the update on the Small Grants Fund administered by the Clerk.

24/042 ITEM 9 - Correspondence or Delegation from Full Council

9.1 To consider grant application from: Inspire Youth for 'The Hangout' project (to note: submitted as a Green Grant and recommendation made by the Climate Change Emergency Sub-committee).

RESOLVED: That KTC supports this project with a £1,000 contribution from the general grant funding budget and £500 from the green grant fund budget.

9.2 To consider the grant application from: Knaresborough in Bloom for help towards their annual planting throughout the town.

See 24/038 above

9.3 To consider the grant application from: Henshaws Specialist College for purchasing iPads to help student access to technology.

RESOLVED: That KTC cannot support this grant application at this time.

9.4 To consider the grant application from: Mind in Harrogate District for the 'Mental Elf Fun Run' project.

RESOLVED: That KTC supports this project in the sum of £1000.

9.5 To consider the grant application from: Waterside Residents Association for help toward a planting scheme for the area.

See 24/038 above

9.6 To consider the grant application from: Knaresborough Community Land Trust for help towards the renovation of a local property.

See 24/038 above.

9.7 To consider the update as agreed at the Full Council meeting on Monday 17 June 2024: That Climate Change Emergency Sub-committee members Councillors Gostlow and Bell attend the Finance & General Purposes Committee meeting on 15th July to share drafts of both funding applications detailed prior to their submission to SPF and ACC re: Solar Project at the Stockwell Community Hub.

Members listened to an updating presentation from Councillor Bell on behalf of the Climate Change Emergency Sub-committee relating to the possibility of installing solar panels at Stockwell Community Hub. Members asked questions and it was agreed that additional paperwork, including copies of the application forms submitted to the Shared Prosperity Fund, be shared with all Councillors.

24/043 ITEM 10 – Motions from Councillors

Councillor J Batt:

“That Knaresborough Town Council agree to the printing of a number (suggested 800 each) of informative leaflets (3 different types) re Gorge, Castle and Forest as requested by Mr D Rhodes and that the Clerk be given delegated authority to spend up to a maximum of £700 from the projects contingency budget line”.

See 24/038 above.

Meeting closed at: 9.10 p.m.

**Signed by the Chair
Councillor Matt Walker**

KNARESBOROUGH TOWN COUNCIL						
July 2024 Schedule of Accounts						
Payable to	File Ref No:	Amount excl VAT £'s	Total		Authorisation	Initials
			Amount	VAT		
			£'s		Notes/ Description	
Waterside Residents Association	57	310.00	0.00	310.00	Clerk	Small Grant - LED lighting
St John's School	58	150.00	0.00	150.00	Clerk	Small Grant - Litter Picking Equipment
St John Ambulance	59	114.40	22.88	137.28	Min No. 24/032 6.3	D-Day 80 First Aid Cover
Hope Church - The Village	60	350.00	0.00	350.00	Min No. 24/156 6.6	Small Grant - Conversation café
A E Northing	61	60.00	0.00	60.00	Clerk	Small Grant poster - to complete promotional set
Cllr Westmancoat	62	9.00	0.00	9.00	Clerk	Deputy Mayor travel expense
BT	63	49.07	9.81	58.88	Clerk	Phone
Knaresborough in Bloom	64	1,600.00	0.00	1,600.00	Min No. 24/038 Finance	Grant award
Waterside Residents Association	65	982.26	0.00	982.26	Min No. 24/038 Finance	Grant award
Mind (Harrogate District)	66	1,000.00	0.00	1,000.00	Min No. 24/038 Finance	Grant award
Salaries, Tax and NI and Pensions	67 - 71	7,024.28	0.00	7,024.28	Contractual	
A Pulman	72	13.98	0.00	13.98	Office supplies	Reimburse expenses

Inspire Youth Yorkshire	73	1,500.00	0.00	1,500.00	Min No. 24/038 Finance	Grant Award	
Total		13,162.99	32.69	13,195.68			

KNARESBOROUGH TOWN COUNCIL							
August 2024 Schedule of Accounts							
Payable to	File Ref No:	Amount excl VAT £'s	VAT	Total Amount £'s	Authorisation	Notes/ Description	Initials
Knaresborough Celtic Football	74	280.00	0.00	280.00	Min No. 24/156 6.6	Small Grant - Café upgrade and Boot Swap S137	
Spa ICT Services	75	900.00	180.00	1,080.00	Clerk	IT Services and Annual Anti-virus	
SLCC	76	238.00	0.00	238.00	Clerk	Annual Membership Subscription	
Xerox	77	235.36	47.07	282.43	Clerk	Copier rental Sept-Nov 2024	
YLCA	78	26.30	0.00	26.30	Clerk	Cllr training	
Kboro Friendship and Leisure	79	100.00	0.00	100.00	Min No. 23/100	Donation for traffic storage Apr-Aug	
M Longhurst	80	1,000.00	0.00	1,000.00	Clerk	Mayoral Payment 1of2	
BT	81	49.07	9.81	58.88	Clerk	Phones	
Salaries, Tax and NI and Pensions	82-86	7,024.28	0.00	7,024.28			
Clerk reimbursement	87	21.00	0.00	21.00	Council	Bright Friday TEN	
Total		9,874.01	236.88	10,110.89			

KNARESBOROUGH TOWN COUNCIL							
September 2024 Schedule of Accounts							
Payable to	File Ref No:	Amount excl VAT £'s	VAT	Total		Notes/ Description	Initials
				Amount	Authorisation		
				£'s			
Kboro Friendship and Leisure	88	20.00	0.00	20.00	Min No. 23/100	Donation for traffic storage Sept	
Spa ICT Services	89	199.32	39.86	239.18	Clerk	Office 365 Annual Subscription	
People Together Project	90	350.00	0.00	350.00	Clerk	Small grant award	
Arena Group	91	202.56	40.51	243.07	Clerk	Photocopies	
Chairman's Charity Dinner	92	120.00	0.00	120.00	Mayoral	Charity fundraiser ticket costs	
PKF Littlejohn	93	420.00	84.00	504.00	Clerk	External Audit Fees	
BT	94	95.97	19.19	115.16	Clerk	Broadband	
A E N Design	95	150.00	0.00	150.00	Min No. 24/149	Town Guide Logos	
BT	96	49.07	9.81	58.88	Clerk	Cloud Voice	
Blachere	97	15,291.00	3,058.20	18,349.20	Contract	Lighting Payment 2	
Salaries, Tax and NI and Pensions	98-102	7,024.28	0.00	7,024.28	Contract		
Total		23,922.20	3,251.57	27,173.77			

Date: 11/07/2024

Knaresborough Town Council 2024/2025

Page 1

Time: 13:24

Bank Reconciliation Statement as at 28/06/2024
for Cashbook 2 - Reserve A/c

User: ANGELA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Reserve 10748748	28/06/2024		266,065.21
			<u>266,065.21</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			266,065.21
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			266,065.21
		Balance per Cash Book is :-	266,065.21
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Bank Reconciliation Statement as at 28/06/2024
for Cashbook 1 - Current Bank A/c

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current 78894441	28/06/2024	1	5,000.00
			<u>5,000.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			5,000.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			5,000.00
		Balance per Cash Book is :-	5,000.00
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR - Castle Maintenance	624.00		624.00
321 EMR - NDP	5,072.00		5,072.00
323 EMR Christmas Lights	9,439.50	9,098.00	18,537.50
324 EMR Regalia	1,500.00	500.00	2,000.00
325 EMR Allotments	1,615.00	600.00	2,215.00
326 EMR Castle Lighting	0.00	670.00	670.00
328 EMR Links Charity	4,150.00		4,150.00
329 King George V Field	4,535.00		4,535.00
330 EMR - KBoro House	5,500.00		5,500.00
333 EMR - Kboro Nidd Gorge	3,500.00		3,500.00
335 Mayoral Charity Fund	4.08		4.08
336 EMR - CIL	0.00	652.50	652.50
337 EMR - Tree Maintenance	0.00	1,000.00	1,000.00
338 EMR - Bands in the Castle	0.00	500.00	500.00
339 EMR - Cony-Hall Improvement	0.00	9,602.00	9,602.00
340 EMR - Castle 2030	0.00	500.00	500.00
	35,939.58	23,122.50	59,062.08

Summary Receipts & Payments by Budget Heading 28/06/2024

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
100	Income						
	Receipts	87,079	0	(87,079)			0.0%
	less Transfers to EMR	0					
	Movement to/(from) Gen Reserve	<u>87,078</u>					
101	Administration						
	Payments	6,354	15,350	8,996		8,996	41.4%
102	Staff Costs						
	Payments	20,343	90,000	69,657		69,657	22.6%
103	Establishment Costs						
	Payments	0	3,000	3,000		3,000	0.0%
104	Training						
	Payments	216	1,650	1,434		1,434	13.1%
105	Mayoral Expenses						
	Payments	387	5,250	4,863		4,863	7.4%
	plus Transfer from EMR	0					
	Movement to/(from) Gen Reserve	<u>(387)</u>					
110	Grants/Donations						
	Payments	8,500	30,000	21,500		21,500	28.3%
	plus Transfer from EMR	0					
	Movement to/(from) Gen Reserve	<u>(8,500)</u>					
120	Events/Projects						
	Payments	24,919	111,900	86,981		86,981	22.3%
	plus Transfer from EMR	398					
	Movement to/(from) Gen Reserve	<u>(24,521)</u>					
999	VAT Data						
	Payments	1,725	0	(1,725)		(1,725)	0.0%
Grand Totals:- Receipts		87,079	0	(87,079)			0.0%
Payments		62,444	257,150	194,706	0	194,706	24.3%
Net Receipts over Payments		<u>24,634</u>	<u>(257,150)</u>	<u>(281,784)</u>			
plus Transfer from EMR		398					
less Transfers to EMR		0					
Movement to/(from) Gen Reserve		<u>25,032</u>					

Detailed Receipts & Payments by Budget Heading 28/06/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Income</u>							
1076 Precept	86,090	0	(86,090)			0.0%	
1090 Bank Interest	989	0	(989)			0.0%	
Income :- Receipts	<u>87,079</u>	<u>0</u>	<u>(87,079)</u>				<u>0</u>
Net Receipts	<u>87,079</u>	<u>0</u>	<u>(87,079)</u>				
<u>101 Administration</u>							
4005 Bank Charges	20	100	80		80	19.9%	
4021 Stationery	177	450	273		273	39.3%	
4022 Postages	0	200	200		200	0.0%	
4023 Telephones & Internet	251	2,000	1,749		1,749	12.6%	
4025 Insurance	1,852	2,200	348		348	84.2%	
4026 IT Expenses	1,402	4,200	2,798		2,798	33.4%	
4027 Photocopier	429	1,500	1,071		1,071	28.6%	
4043 Recruitment costs	0	200	200		200	0.0%	
4045 Audit	425	1,700	1,275		1,275	25.0%	
4050 Legal	0	600	600		600	0.0%	
4075 Subscriptions	1,798	2,200	402		402	81.7%	
Administration :- Indirect Payments	<u>6,354</u>	<u>15,350</u>	<u>8,996</u>	<u>0</u>	<u>8,996</u>	<u>41.4%</u>	<u>0</u>
Net Payments	<u>(6,354)</u>	<u>(15,350)</u>	<u>(8,996)</u>				
<u>102 Staff Costs</u>							
4000 Wages & Salaries	12,976	80,000	67,024		67,024	16.2%	
4001 Tax & NI	3,405	0	(3,405)		(3,405)	0.0%	
4002 Pension	3,962	0	(3,962)		(3,962)	0.0%	
4004 Staffing other	0	10,000	10,000		10,000	0.0%	
Staff Costs :- Indirect Payments	<u>20,343</u>	<u>90,000</u>	<u>69,657</u>	<u>0</u>	<u>69,657</u>	<u>22.6%</u>	<u>0</u>
Net Payments	<u>(20,343)</u>	<u>(90,000)</u>	<u>(69,657)</u>				
<u>103 Establishment Costs</u>							
4020 Office Rent	0	3,000	3,000		3,000	0.0%	
Establishment Costs :- Indirect Payments	<u>0</u>	<u>3,000</u>	<u>3,000</u>	<u>0</u>	<u>3,000</u>	<u>0.0%</u>	<u>0</u>
Net Payments	<u>0</u>	<u>(3,000)</u>	<u>(3,000)</u>				
<u>104 Training</u>							
4030 Training/Travel Cils	96	650	554		554	14.7%	
4035 Training/Travel Staff	120	1,000	880		880	12.0%	
Training :- Indirect Payments	<u>216</u>	<u>1,650</u>	<u>1,434</u>	<u>0</u>	<u>1,434</u>	<u>13.1%</u>	<u>0</u>
Net Payments	<u>(216)</u>	<u>(1,650)</u>	<u>(1,434)</u>				

Detailed Receipts & Payments by Budget Heading 28/06/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
105 Mayoral Expenses							
4054 Regalia	0	500	500		500	0.0%	
4055 Mayors Allowance	0	2,000	2,000		2,000	0.0%	
4056 Mayor's Charitable Fund	0	300	300		300	0.0%	
4057 Mayoral Bebra Visit	0	900	900		900	0.0%	
4058 Mayor Making	387	1,550	1,163		1,163	25.0%	
Mayoral Expenses :- Indirect Payments	387	5,250	4,863	0	4,863	7.4%	0
Net Payments	(387)	(5,250)	(4,863)				
110 Grants/Donations							
4070 Grants	8,500	20,000	11,500		11,500	42.5%	
4071 Green Grants Project	0	5,000	5,000		5,000	0.0%	
4073 Small Grants Fund	0	5,000	5,000		5,000	0.0%	
Grants/Donations :- Indirect Payments	8,500	30,000	21,500	0	21,500	28.3%	0
Net Payments	(8,500)	(30,000)	(21,500)				
120 Events/Projects							
4015 Contingency Events	0	5,000	5,000		5,000	0.0%	
4061 Christmas Switch On	0	2,500	2,500		2,500	0.0%	
4062 Christmas Lights Contract	15,849	38,000	22,151		22,151	41.7%	
4063 Castle project for 2030	0	1,100	1,100		1,100	0.0%	
4064 Castle Lights Maintenance	0	1,000	1,000		1,000	0.0%	
4065 KGV Playing Field	0	1,000	1,000		1,000	0.0%	
4078 Survey	0	500	500		500	0.0%	
4084 Flags & Bunting	0	5,000	5,000		5,000	0.0%	
4085 Allotments Expenditure	0	3,000	3,000		3,000	0.0%	
4087 Neighbourhood Development Plan	0	2,000	2,000		2,000	0.0%	
4089 VAS	0	5,200	5,200		5,200	0.0%	
4091 Promotion	0	2,000	2,000		2,000	0.0%	
4092 D-Day 80	722	3,000	2,278		2,278	24.1%	
4093 255th Enclosures	0	600	600		600	0.0%	
4094 Contingency Maintenance	0	1,000	1,000		1,000	0.0%	
4096 Remembrance	0	1,000	1,000		1,000	0.0%	
4097 Flower Beds	0	3,000	3,000		3,000	0.0%	
4101 Road Closure Mgmt	0	10,000	10,000		10,000	0.0%	
4102 Cony-Hall Improvements	398	0	(398)		(398)	0.0%	398
4104 Community Stage	395	1,500	1,105		1,105	26.3%	
4105 Town Twinning	0	3,000	3,000		3,000	0.0%	
4106 Trees	0	1,000	1,000		1,000	0.0%	

Detailed Receipts & Payments by Budget Heading 28/06/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4107 Projects Contingency	0	3,000	3,000		3,000	0.0%	
4108 Tourist Guide	0	7,000	7,000		7,000	0.0%	
4109 Green Energy Project	0	1,500	1,500		1,500	0.0%	
4110 Election Costs	0	10,000	10,000		10,000	0.0%	
4999 Transfers To/From Reserves	7,555	0	(7,555)		(7,555)	0.0%	
Events/Projects :- Indirect Payments	<u>24,919</u>	<u>111,900</u>	<u>86,981</u>	<u>0</u>	<u>86,981</u>	<u>22.3%</u>	<u>398</u>
Net Payments	<u>(24,919)</u>	<u>(111,900)</u>	<u>(86,981)</u>				
6000 plus Transfer from EMR	398						
Movement to/(from) Gen Reserve	<u>(24,521)</u>						
<u>999 VAT Data</u>							
515 VAT on spend - input automatic	1,725	0	(1,725)		(1,725)	0.0%	
VAT Data :- Indirect Payments	<u>1,725</u>	<u>0</u>	<u>(1,725)</u>	<u>0</u>	<u>(1,725)</u>		<u>0</u>
Net Payments	<u>(1,725)</u>	<u>0</u>	<u>1,725</u>				
Grand Totals:- Receipts	87,079	0	(87,079)			0.0%	
Payments	62,444	257,150	194,706	0	194,706	24.3%	
Net Receipts over Payments	<u>24,634</u>	<u>(257,150)</u>	<u>(281,784)</u>				
plus Transfer from EMR	398						
Movement to/(from) Gen Reserve	<u>25,032</u>						

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current 78894441	31/07/2024		5,000.00
			<u>5,000.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			5,000.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			5,000.00
		Balance per Cash Book is :-	5,000.00
		Difference is :-	0.00

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<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Reserve 10748748	31/07/2024		257,053.63
			<u>257,053.63</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			257,053.63
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			257,053.63
		Balance per Cash Book is :-	257,053.63
		Difference is :-	0.00

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Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR - Castle Maintenance	624.00		624.00
321 EMR - NDP	5,072.00		5,072.00
323 EMR Christmas Lights	9,439.50	9,098.00	18,537.50
324 EMR Regalia	1,500.00	500.00	2,000.00
325 EMR Allotments	1,615.00	600.00	2,215.00
326 EMR Castle Lighting	0.00	670.00	670.00
328 EMR Links Charity	4,150.00		4,150.00
329 King George V Field	4,535.00		4,535.00
330 EMR - KBoro House	5,500.00		5,500.00
333 EMR - Kboro Nidd Gorge	3,500.00		3,500.00
335 Mayoral Charity Fund	4.08		4.08
336 EMR - CIL	0.00	652.50	652.50
337 EMR - Tree Maintenance	0.00	1,000.00	1,000.00
338 EMR - Bands in the Castle	0.00	500.00	500.00
339 EMR - Cony-Hall Improvement	0.00	9,602.00	9,602.00
340 EMR - Castle 2030	0.00	500.00	500.00
	35,939.58	23,122.50	59,062.08

Summary Receipts & Payments by Budget Heading 31/07/2024

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
100	Income						
	Receipts	87,425	0	(87,425)			0.0%
	less Transfers to EMR	0					
	Movement to/(from) Gen Reserve	<u>87,425</u>					
101	Administration						
	Payments	6,425	15,350	8,925		8,925	41.9%
102	Staff Costs						
	Payments	28,349	90,000	61,651		61,651	31.5%
103	Establishment Costs						
	Payments	0	3,000	3,000		3,000	0.0%
104	Training						
	Payments	225	1,650	1,425		1,425	13.6%
105	Mayoral Expenses						
	Payments	387	5,250	4,863		4,863	7.4%
	plus Transfer from EMR	0					
	Movement to/(from) Gen Reserve	<u>(387)</u>					
110	Grants/Donations						
	Payments	13,410	30,000	16,590		16,590	44.7%
	plus Transfer from EMR	0					
	Movement to/(from) Gen Reserve	<u>(13,410)</u>					
120	Events/Projects						
	Payments	25,094	111,900	86,806		86,806	22.4%
	plus Transfer from EMR	398					
	Movement to/(from) Gen Reserve	<u>(24,696)</u>					
999	VAT Data						
	Receipts	3,846	0	(3,846)			0.0%
	Payments	1,758	0	(1,758)		(1,758)	0.0%
	Movement to/(from) Gen Reserve	<u>2,088</u>					
	Grand Totals:- Receipts	91,271	0	(91,271)			0.0%
	Payments	75,648	257,150	181,502	0	181,502	29.4%
	Net Receipts over Payments	<u>15,623</u>	<u>(257,150)</u>	<u>(272,773)</u>			
	plus Transfer from EMR	398					
	less Transfers to EMR	0					
	Movement to/(from) Gen Reserve	<u>16,021</u>					

Detailed Receipts & Payments by Budget Heading 31/07/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Income							
1076 Precept	86,090	0	(86,090)			0.0%	
1090 Bank Interest	1,335	0	(1,335)			0.0%	
Income :- Receipts	87,425	0	(87,425)				0
Net Receipts	87,425	0	(87,425)				
101 Administration							
4005 Bank Charges	28	100	72		72	28.0%	
4021 Stationery	177	450	273		273	39.3%	
4022 Postages	0	200	200		200	0.0%	
4023 Telephones & Internet	300	2,000	1,700		1,700	15.0%	
4025 Insurance	1,852	2,200	348		348	84.2%	
4026 IT Expenses	1,416	4,200	2,784		2,784	33.7%	
4027 Photocopier	429	1,500	1,071		1,071	28.6%	
4043 Recruitment costs	0	200	200		200	0.0%	
4045 Audit	425	1,700	1,275		1,275	25.0%	
4050 Legal	0	600	600		600	0.0%	
4075 Subscriptions	1,798	2,200	402		402	81.7%	
Administration :- Indirect Payments	6,425	15,350	8,925	0	8,925	41.9%	0
Net Payments	(6,425)	(15,350)	(8,925)				
102 Staff Costs							
4000 Wages & Salaries	17,420	80,000	62,580		62,580	21.8%	
4001 Tax & NI	4,620	0	(4,620)		(4,620)	0.0%	
4002 Pension	5,328	0	(5,328)		(5,328)	0.0%	
4004 Staffing other	982	10,000	9,018		9,018	9.8%	
Staff Costs :- Indirect Payments	28,349	90,000	61,651	0	61,651	31.5%	0
Net Payments	(28,349)	(90,000)	(61,651)				
103 Establishment Costs							
4020 Office Rent	0	3,000	3,000		3,000	0.0%	
Establishment Costs :- Indirect Payments	0	3,000	3,000	0	3,000	0.0%	0
Net Payments	0	(3,000)	(3,000)				
104 Training							
4030 Training/Travel Cils	105	650	545		545	16.1%	
4035 Training/Travel Staff	120	1,000	880		880	12.0%	
Training :- Indirect Payments	225	1,650	1,425	0	1,425	13.6%	0
Net Payments	(225)	(1,650)	(1,425)				

Detailed Receipts & Payments by Budget Heading 31/07/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
105 Mayoral Expenses							
4054 Regalia	0	500	500		500	0.0%	
4055 Mayors Allowance	0	2,000	2,000		2,000	0.0%	
4056 Mayor's Charitable Fund	0	300	300		300	0.0%	
4057 Mayoral Bebra Visit	0	900	900		900	0.0%	
4058 Mayor Making	387	1,550	1,163		1,163	25.0%	
Mayoral Expenses :- Indirect Payments	387	5,250	4,863	0	4,863	7.4%	0
Net Payments	(387)	(5,250)	(4,863)				
110 Grants/Donations							
4070 Grants	11,500	20,000	8,500		8,500	57.5%	
4071 Green Grants Project	1,100	5,000	3,900		3,900	22.0%	
4073 Small Grants Fund	810	5,000	4,190		4,190	16.2%	
Grants/Donations :- Indirect Payments	13,410	30,000	16,590	0	16,590	44.7%	0
Net Payments	(13,410)	(30,000)	(16,590)				
120 Events/Projects							
4015 Contingency Events	0	5,000	5,000		5,000	0.0%	
4061 Christmas Switch On	0	2,500	2,500		2,500	0.0%	
4062 Christmas Lights Contract	15,849	38,000	22,151		22,151	41.7%	
4063 Castle project for 2030	0	1,100	1,100		1,100	0.0%	
4064 Castle Lights Maintenance	0	1,000	1,000		1,000	0.0%	
4065 KGV Playing Field	0	1,000	1,000		1,000	0.0%	
4078 Survey	0	500	500		500	0.0%	
4084 Flags & Bunting	0	5,000	5,000		5,000	0.0%	
4085 Allotments Expenditure	0	3,000	3,000		3,000	0.0%	
4087 Neighbourhood Development Plan	0	2,000	2,000		2,000	0.0%	
4089 VAS	0	5,200	5,200		5,200	0.0%	
4091 Promotion	60	2,000	1,940		1,940	3.0%	
4092 D-Day 80	837	3,000	2,163		2,163	27.9%	
4093 255th Enclosures	0	600	600		600	0.0%	
4094 Contingency Maintenance	0	1,000	1,000		1,000	0.0%	
4096 Remembrance	0	1,000	1,000		1,000	0.0%	
4097 Flower Beds	0	3,000	3,000		3,000	0.0%	
4101 Road Closure Mgmt	0	10,000	10,000		10,000	0.0%	
4102 Cony-Hall Improvements	398	0	(398)		(398)	0.0%	398
4104 Community Stage	395	1,500	1,105		1,105	26.3%	
4105 Town Twinning	0	3,000	3,000		3,000	0.0%	
4106 Trees	0	1,000	1,000		1,000	0.0%	

Detailed Receipts & Payments by Budget Heading 31/07/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4107 Projects Contingency	0	3,000	3,000		3,000	0.0%	
4108 Tourist Guide	0	7,000	7,000		7,000	0.0%	
4109 Green Energy Project	0	1,500	1,500		1,500	0.0%	
4110 Election Costs	0	10,000	10,000		10,000	0.0%	
4999 Transfers To/From Reserves	7,555	0	(7,555)		(7,555)	0.0%	
Events/Projects :- Indirect Payments	25,094	111,900	86,806	0	86,806	22.4%	398
Net Payments	(25,094)	(111,900)	(86,806)				
6000 plus Transfer from EMR	398						
Movement to/(from) Gen Reserve	(24,696)						
999 VAT Data							
115 VAT refund from HMRC	3,846	0	(3,846)			0.0%	
VAT Data :- Receipts	3,846	0	(3,846)				0
515 VAT on spend - input automatic	1,758	0	(1,758)		(1,758)	0.0%	
VAT Data :- Indirect Payments	1,758	0	(1,758)	0	(1,758)		0
Net Receipts over Payments	2,088	0	(2,088)				
Grand Totals:- Receipts	91,271	0	(91,271)			0.0%	
Payments	75,648	257,150	181,502	0	181,502	29.4%	
Net Receipts over Payments	15,623	(257,150)	(272,773)				
plus Transfer from EMR	398						
Movement to/(from) Gen Reserve	16,021						

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current 78894441	30/08/2024		5,000.00
			<u>5,000.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			5,000.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			5,000.00
		Balance per Cash Book is :-	5,000.00
		Difference is :-	0.00

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<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Reserve 10748748	30/08/2024		251,074.47
			<u>251,074.47</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			251,074.47
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			251,074.47
		Balance per Cash Book is :-	251,074.47
		Difference is :-	0.00

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Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR - Castle Maintenance	624.00		624.00
321 EMR - NDP	5,072.00		5,072.00
323 EMR Christmas Lights	9,439.50	9,098.00	18,537.50
324 EMR Regalia	1,500.00	500.00	2,000.00
325 EMR Allotments	1,615.00	600.00	2,215.00
326 EMR Castle Lighting	0.00	670.00	670.00
328 EMR Links Charity	4,150.00		4,150.00
329 King George V Field	4,535.00		4,535.00
330 EMR - KBoro House	5,500.00		5,500.00
333 EMR - Kboro Nidd Gorge	3,500.00		3,500.00
335 Mayoral Charity Fund	4.08		4.08
336 EMR - CIL	0.00	652.50	652.50
337 EMR - Tree Maintenance	0.00	1,000.00	1,000.00
338 EMR - Bands in the Castle	0.00	500.00	500.00
339 EMR - Cony-Hall Improvement	0.00	9,602.00	9,602.00
340 EMR - Castle 2030	0.00	500.00	500.00
341 EMR Events	0.00	2,163.25	2,163.25
	35,939.58	25,285.75	61,225.33

Summary Receipts & Payments by Budget Heading 30/08/2024

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
100	Income						
	Receipts	91,563	0	(91,563)			0.0%
	less Transfers to EMR	0					
	Movement to/(from) Gen Reserve	<u>91,563</u>					
101	Administration						
	Payments	7,854	15,350	7,497		7,497	51.2%
102	Staff Costs						
	Payments	35,374	90,000	54,626		54,626	39.3%
103	Establishment Costs						
	Payments	0	3,000	3,000		3,000	0.0%
104	Training						
	Payments	251	1,650	1,399		1,399	15.2%
105	Mayoral Expenses						
	Payments	1,387	5,250	3,863		3,863	26.4%
	plus Transfer from EMR	0					
	Movement to/(from) Gen Reserve	<u>(1,387)</u>					
110	Grants/Donations						
	Payments	13,690	30,000	16,310		16,310	45.6%
	plus Transfer from EMR	0					
	Movement to/(from) Gen Reserve	<u>(13,690)</u>					
120	Events/Projects						
	Payments	27,378	111,900	84,522		84,522	24.5%
	plus Transfer from EMR	398					
	Movement to/(from) Gen Reserve	<u>(26,980)</u>					
999	VAT Data						
	Receipts	3,846	0	(3,846)			0.0%
	Payments	1,995	0	(1,995)		(1,995)	0.0%
	Movement to/(from) Gen Reserve	<u>1,851</u>					
<hr/>							
	Grand Totals:- Receipts	95,409	0	(95,409)			0.0%
	Payments	87,928	257,150	169,222	0	169,222	34.2%
	Net Receipts over Payments	<u>7,480</u>	<u>(257,150)</u>	<u>(264,630)</u>			
	plus Transfer from EMR	398					
	less Transfers to EMR	0					
	Movement to/(from) Gen Reserve	<u>7,878</u>					

Detailed Receipts & Payments by Budget Heading 30/08/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Income							
1000 Allotments Income	3,834	0	(3,834)			0.0%	
1076 Precept	86,090	0	(86,090)			0.0%	
1090 Bank Interest	1,639	0	(1,639)			0.0%	
Income :- Receipts	91,563	0	(91,563)				0
Net Receipts	91,563	0	(91,563)				
101 Administration							
4005 Bank Charges	34	100	66		66	34.3%	
4021 Stationery	177	450	273		273	39.3%	
4022 Postages	0	200	200		200	0.0%	
4023 Telephones & Internet	349	2,000	1,651		1,651	17.5%	
4025 Insurance	1,852	2,200	348		348	84.2%	
4026 IT Expenses	2,316	4,200	1,884		1,884	55.1%	
4027 Photocopier	664	1,500	836		836	44.3%	
4043 Recruitment costs	0	200	200		200	0.0%	
4045 Audit	425	1,700	1,275		1,275	25.0%	
4050 Legal	0	600	600		600	0.0%	
4075 Subscriptions	2,036	2,200	164		164	92.5%	
Administration :- Indirect Payments	7,854	15,350	7,497	0	7,497	51.2%	0
Net Payments	(7,854)	(15,350)	(7,497)				
102 Staff Costs							
4000 Wages & Salaries	21,864	80,000	58,136		58,136	27.3%	
4001 Tax & NI	5,834	0	(5,834)		(5,834)	0.0%	
4002 Pension	6,694	0	(6,694)		(6,694)	0.0%	
4004 Staffing other	982	10,000	9,018		9,018	9.8%	
Staff Costs :- Indirect Payments	35,374	90,000	54,626	0	54,626	39.3%	0
Net Payments	(35,374)	(90,000)	(54,626)				
103 Establishment Costs							
4020 Office Rent	0	3,000	3,000		3,000	0.0%	
Establishment Costs :- Indirect Payments	0	3,000	3,000	0	3,000	0.0%	0
Net Payments	0	(3,000)	(3,000)				

Detailed Receipts & Payments by Budget Heading 30/08/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
104 Training							
4030 Training/Travel Clls	131	650	519		519	20.2%	
4035 Training/Travel Staff	120	1,000	880		880	12.0%	
Training :- Indirect Payments	251	1,650	1,399	0	1,399	15.2%	0
Net Payments	(251)	(1,650)	(1,399)				
105 Mayoral Expenses							
4054 Regalia	0	500	500		500	0.0%	
4055 Mayors Allowance	1,000	2,000	1,000		1,000	50.0%	
4056 Mayor's Charitable Fund	0	300	300		300	0.0%	
4057 Mayoral Bebra Visit	0	900	900		900	0.0%	
4058 Mayor Making	387	1,550	1,163		1,163	25.0%	
Mayoral Expenses :- Indirect Payments	1,387	5,250	3,863	0	3,863	26.4%	0
Net Payments	(1,387)	(5,250)	(3,863)				
110 Grants/Donations							
4070 Grants	11,500	20,000	8,500		8,500	57.5%	
4071 Green Grants Project	1,100	5,000	3,900		3,900	22.0%	
4073 Small Grants Fund	1,090	5,000	3,910		3,910	21.8%	
Grants/Donations :- Indirect Payments	13,690	30,000	16,310	0	16,310	45.6%	0
Net Payments	(13,690)	(30,000)	(16,310)				
120 Events/Projects							
4015 Contingency Events	0	5,000	5,000		5,000	0.0%	
4061 Christmas Switch On	21	2,500	2,479		2,479	0.8%	
4062 Christmas Lights Contract	15,849	38,000	22,151		22,151	41.7%	
4063 Castle project for 2030	0	1,100	1,100		1,100	0.0%	
4064 Castle Lights Maintenance	0	1,000	1,000		1,000	0.0%	
4065 KGV Playing Field	0	1,000	1,000		1,000	0.0%	
4078 Survey	0	500	500		500	0.0%	
4084 Flags & Bunting	0	5,000	5,000		5,000	0.0%	
4085 Allotments Expenditure	0	3,000	3,000		3,000	0.0%	
4087 Neighbourhood Development Plan	0	2,000	2,000		2,000	0.0%	
4089 VAS	0	5,200	5,200		5,200	0.0%	
4091 Promotion	60	2,000	1,940		1,940	3.0%	
4092 D-Day 80	3,000	3,000	0		0	100.0%	
4093 255th Enclosures	0	600	600		600	0.0%	
4094 Contingency Maintenance	0	1,000	1,000		1,000	0.0%	

Detailed Receipts & Payments by Budget Heading 30/08/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4096 Remembrance	0	1,000	1,000		1,000	0.0%	
4097 Flower Beds	0	3,000	3,000		3,000	0.0%	
4101 Road Closure Mgmt	100	10,000	9,900		9,900	1.0%	
4102 Cony-Hall Improvements	398	0	(398)		(398)	0.0%	398
4104 Community Stage	395	1,500	1,105		1,105	26.3%	
4105 Town Twinning	0	3,000	3,000		3,000	0.0%	
4106 Trees	0	1,000	1,000		1,000	0.0%	
4107 Projects Contingency	0	3,000	3,000		3,000	0.0%	
4108 Tourist Guide	0	7,000	7,000		7,000	0.0%	
4109 Green Energy Project	0	1,500	1,500		1,500	0.0%	
4110 Election Costs	0	10,000	10,000		10,000	0.0%	
4999 Transfers To/From Reserves	7,555	0	(7,555)		(7,555)	0.0%	
Events/Projects :- Indirect Payments	27,378	111,900	84,522	0	84,522	24.5%	398
Net Payments	(27,378)	(111,900)	(84,522)				
6000 plus Transfer from EMR	398						
Movement to/(from) Gen Reserve	(26,980)						
<u>999 VAT Data</u>							
115 VAT refund from HMRC	3,846	0	(3,846)			0.0%	
VAT Data :- Receipts	3,846	0	(3,846)				0
515 VAT on spend - input automatic	1,995	0	(1,995)		(1,995)	0.0%	
VAT Data :- Indirect Payments	1,995	0	(1,995)	0	(1,995)		0
Net Receipts over Payments	1,851	0	(1,851)				
Grand Totals:- Receipts	95,409	0	(95,409)			0.0%	
Payments	87,928	257,150	169,222	0	169,222	34.2%	
Net Receipts over Payments	7,480	(257,150)	(264,630)				
plus Transfer from EMR	398						
Movement to/(from) Gen Reserve	7,878						

Date: 15/10/2024

Knaresborough Town Council 2024/2025

Page 1

Time: 10:00

Bank Reconciliation Statement as at 30/09/2024
for Cashbook 1 - Current Bank A/c

User: ANGELA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current 78894441	30/09/2024		5,000.00
			<u>5,000.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			5,000.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			5,000.00
		Balance per Cash Book is :-	5,000.00
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Date: 15/10/2024

Knaresborough Town Council 2024/2025

Page 1

Time: 10:01

**Bank Reconciliation Statement as at 30/09/2024
for Cashbook 2 - Reserve A/c**

User: ANGELA

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Business Reserve 10748748	30/09/2024		310,281.53
			<u>310,281.53</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			310,281.53
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			310,281.53
		Balance per Cash Book is :-	310,281.53
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Earmarked Reserves

Account	Opening Balance	Net Transfers	Closing Balance
320 EMR - Castle Maintenance	624.00		624.00
321 EMR - NDP	5,072.00		5,072.00
323 EMR Christmas Lights	9,439.50	9,098.00	18,537.50
324 EMR Regalia	1,500.00	500.00	2,000.00
325 EMR Allotments	1,615.00	600.00	2,215.00
326 EMR Castle Lighting	0.00	670.00	670.00
328 EMR Links Charity	4,150.00		4,150.00
329 King George V Field	4,535.00		4,535.00
330 EMR - KBoro House	5,500.00		5,500.00
333 EMR - Kboro Nidd Gorge	3,500.00		3,500.00
335 Mayoral Charity Fund	4.08		4.08
336 EMR - CIL	0.00	652.50	652.50
337 EMR - Tree Maintenance	0.00	1,000.00	1,000.00
338 EMR - Bands in the Castle	0.00	500.00	500.00
339 EMR - Cony-Hall Improvement	0.00	9,602.00	9,602.00
340 EMR - Castle 2030	0.00	500.00	500.00
341 EMR Events	0.00	2,163.25	2,163.25
	35,939.58	25,285.75	61,225.33

Summary Receipts & Payments by Budget Heading 30/09/2024

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
100	Income						
	Receipts	177,949	0	(177,949)			0.0%
	less Transfers to EMR	0					
	Movement to/(from) Gen Reserve	<u>177,949</u>					
101	Administration						
	Payments	8,826	15,350	6,524		6,524	57.5%
102	Staff Costs						
	Payments	42,398	90,000	47,602		47,602	47.1%
103	Establishment Costs						
	Payments	0	3,000	3,000		3,000	0.0%
104	Training						
	Payments	251	1,650	1,399		1,399	15.2%
105	Mayoral Expenses						
	Payments	1,507	5,250	3,743		3,743	28.7%
	plus Transfer from EMR	0					
	Movement to/(from) Gen Reserve	<u>(1,507)</u>					
110	Grants/Donations						
	Payments	14,040	30,000	15,960		15,960	46.8%
	plus Transfer from EMR	0					
	Movement to/(from) Gen Reserve	<u>(14,040)</u>					
120	Events/Projects						
	Payments	40,676	111,900	71,224		71,224	36.4%
	plus Transfer from EMR	398					
	Movement to/(from) Gen Reserve	<u>(40,278)</u>					
999	VAT Data						
	Receipts	3,846	0	(3,846)			0.0%
	Payments	5,246	0	(5,246)		(5,246)	0.0%
	Movement to/(from) Gen Reserve	<u>(1,401)</u>					
Grand Totals:- Receipts		181,795	0	(181,795)			0.0%
Payments		112,945	257,150	144,205	0	144,205	43.9%
Net Receipts over Payments		<u>68,851</u>	<u>(257,150)</u>	<u>(326,001)</u>			
plus Transfer from EMR		398					
less Transfers to EMR		0					
Movement to/(from) Gen Reserve		<u>69,249</u>					

Detailed Receipts & Payments by Budget Heading 30/09/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Income							
1000 Allotments Income	3,834	0	(3,834)			0.0%	
1076 Precept	172,180	0	(172,180)			0.0%	
1090 Bank Interest	1,935	0	(1,935)			0.0%	
Income :- Receipts	177,949	0	(177,949)				0
Net Receipts	177,949	0	(177,949)				
101 Administration							
4005 Bank Charges	40	100	60		60	39.9%	
4021 Stationery	177	450	273		273	39.3%	
4022 Postages	0	200	200		200	0.0%	
4023 Telephones & Internet	494	2,000	1,506		1,506	24.7%	
4025 Insurance	1,852	2,200	348		348	84.2%	
4026 IT Expenses	2,515	4,200	1,685		1,685	59.9%	
4027 Photocopier	867	1,500	633		633	57.8%	
4043 Recruitment costs	0	200	200		200	0.0%	
4045 Audit	845	1,700	855		855	49.7%	
4050 Legal	0	600	600		600	0.0%	
4075 Subscriptions	2,036	2,200	164		164	92.5%	
Administration :- Indirect Payments	8,826	15,350	6,524	0	6,524	57.5%	0
Net Payments	(8,826)	(15,350)	(6,524)				
102 Staff Costs							
4000 Wages & Salaries	26,308	80,000	53,692		53,692	32.9%	
4001 Tax & NI	7,048	0	(7,048)		(7,048)	0.0%	
4002 Pension	8,060	0	(8,060)		(8,060)	0.0%	
4004 Staffing other	982	10,000	9,018		9,018	9.8%	
Staff Costs :- Indirect Payments	42,398	90,000	47,602	0	47,602	47.1%	0
Net Payments	(42,398)	(90,000)	(47,602)				
103 Establishment Costs							
4020 Office Rent	0	3,000	3,000		3,000	0.0%	
Establishment Costs :- Indirect Payments	0	3,000	3,000	0	3,000	0.0%	0
Net Payments	0	(3,000)	(3,000)				

Detailed Receipts & Payments by Budget Heading 30/09/2024

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
104 Training							
4030 Training/Travel Clls	131	650	519		519	20.2%	
4035 Training/Travel Staff	120	1,000	880		880	12.0%	
Training :- Indirect Payments	251	1,650	1,399	0	1,399	15.2%	0
Net Payments	(251)	(1,650)	(1,399)				
105 Mayoral Expenses							
4054 Regalia	0	500	500		500	0.0%	
4055 Mayors Allowance	1,000	2,000	1,000		1,000	50.0%	
4056 Mayor's Charitable Fund	120	300	180		180	40.0%	
4057 Mayoral Bebra Visit	0	900	900		900	0.0%	
4058 Mayor Making	387	1,550	1,163		1,163	25.0%	
Mayoral Expenses :- Indirect Payments	1,507	5,250	3,743	0	3,743	28.7%	0
Net Payments	(1,507)	(5,250)	(3,743)				
110 Grants/Donations							
4070 Grants	11,500	20,000	8,500		8,500	57.5%	
4071 Green Grants Project	1,100	5,000	3,900		3,900	22.0%	
4073 Small Grants Fund	1,440	5,000	3,560		3,560	28.8%	
Grants/Donations :- Indirect Payments	14,040	30,000	15,960	0	15,960	46.8%	0
Net Payments	(14,040)	(30,000)	(15,960)				
120 Events/Projects							
4015 Contingency Events	0	5,000	5,000		5,000	0.0%	
4061 Christmas Switch On	21	2,500	2,479		2,479	0.8%	
4062 Christmas Lights Contract	31,140	38,000	6,860		6,860	81.9%	
4063 Castle project for 2030	0	1,100	1,100		1,100	0.0%	
4064 Castle Lights Maintenance	0	1,000	1,000		1,000	0.0%	
4065 KGV Playing Field	0	1,000	1,000		1,000	0.0%	
4078 Survey	0	500	500		500	0.0%	
4084 Flags & Bunting	0	5,000	5,000		5,000	0.0%	
4085 Allotments Expenditure	0	3,000	3,000		3,000	0.0%	
4087 Neighbourhood Development Plan	0	2,000	2,000		2,000	0.0%	
4089 VAS	0	5,200	5,200		5,200	0.0%	
4091 Promotion	60	2,000	1,940		1,940	3.0%	
4092 D-Day 80	837	3,000	2,163		2,163	27.9%	
4093 255th Enclosures	0	600	600		600	0.0%	
4094 Contingency Maintenance	0	1,000	1,000		1,000	0.0%	

Detailed Receipts & Payments by Budget Heading 30/09/2024

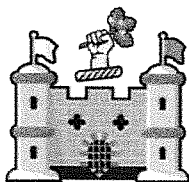
Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4096 Remembrance	0	1,000	1,000		1,000	0.0%	
4097 Flower Beds	0	3,000	3,000		3,000	0.0%	
4101 Road Closure Mgmt	120	10,000	9,880		9,880	1.2%	
4102 Cony-Hall Improvements	398	0	(398)		(398)	0.0%	398
4104 Community Stage	395	1,500	1,105		1,105	26.3%	
4105 Town Twinning	0	3,000	3,000		3,000	0.0%	
4106 Trees	0	1,000	1,000		1,000	0.0%	
4107 Projects Contingency	0	3,000	3,000		3,000	0.0%	
4108 Tourist Guide	150	7,000	6,850		6,850	2.1%	
4109 Green Energy Project	0	1,500	1,500		1,500	0.0%	
4110 Election Costs	0	10,000	10,000		10,000	0.0%	
4999 Transfers To/From Reserves	7,555	0	(7,555)		(7,555)	0.0%	
Events/Projects :- Indirect Payments	<u>40,676</u>	<u>111,900</u>	<u>71,224</u>	<u>0</u>	<u>71,224</u>	<u>36.4%</u>	<u>398</u>
Net Payments	<u>(40,676)</u>	<u>(111,900)</u>	<u>(71,224)</u>				
6000 plus Transfer from EMR	398						
Movement to/(from) Gen Reserve	<u>(40,278)</u>						
<u>999 VAT Data</u>							
115 VAT refund from HMRC	3,846	0	(3,846)			0.0%	
VAT Data :- Receipts	<u>3,846</u>	<u>0</u>	<u>(3,846)</u>				<u>0</u>
515 VAT on spend - input automatic	5,246	0	(5,246)		(5,246)	0.0%	
VAT Data :- Indirect Payments	<u>5,246</u>	<u>0</u>	<u>(5,246)</u>	<u>0</u>	<u>(5,246)</u>		<u>0</u>
Net Receipts over Payments	<u>(1,401)</u>	<u>0</u>	<u>1,401</u>				
Grand Totals:- Receipts	181,795	0	(181,795)			0.0%	
Payments	112,945	257,150	144,205	0	144,205	43.9%	
Net Receipts over Payments	<u>68,851</u>	<u>(257,150)</u>	<u>(326,001)</u>				
plus Transfer from EMR	398						
Movement to/(from) Gen Reserve	<u>69,249</u>						

Expenditure	2023/24 Budget	2024/25 Budget	6 month expenditure as at 30 Sept 2024	6 month remaining balance	Anticipated 12 month expenditure 2024/25	Potential 2024/25 underspend/ overspend from budget	Office suggested budget amounts 2025/26	Office Notes	Responsible for Expenditure	
Administration										
Stationery	450	450	191	259	450	0	500		Clerk within agreed budget	
Postage	250	200	0	200	200	0	200		Clerk within agreed budget	
Telephones & Internet	800	800	494	306	1000	-100	1000		Clerk within agreed budget	
Insurance	2000	2200	1852	348	2000	200	3500	cyber?	Clerk within agreed budget	
IT Expenses	2200	2200	1575	625	2200	0	3500	new laptops to service/website improvements	Clerk within agreed budget	
Photocopier	1600	1500	867	633	1300	0	1500		Clerk within agreed budget	
Audit & Accountancy	1700	1700	845	855	1700	0	1800		Clerk within agreed budget	
Legal	1000	600	0	600	600	0	600	Build up in EMR	Full Council	
Subscriptions	2200	2200	2036	164	2200	0	2400		Clerk within agreed budget	
Bank Charges	100	100	34	66	80	20	100		Clerk within agreed budget	
Mobile and Subscription	0	1200	0	1200	1200	0	500		Clerk within agreed budget	
Laptop and software	0	2000	925	1075	925	1075	0	REMOVE	Clerk within agreed budget	
Total Administration	12300	15150	8819	6331	13855	1195	15600			
Personnel Costs										
Recruitment	200	200	0	200	0	0	200		Clerk within agreed budget	
Salaries, NI and tax	59000	80000	41416	38584	85,000	-5000	90,000	annual pay increase to back date/spine point increases/hours changed	Clerk within agreed budget/Staffing committee if r	
Temp staff/2023-24 OFFICER	20000	0	0	0	0	0	0	REMOVE		
Maintenance Person	7000	10000	982	9018	4000	6000	10000	Agreed by council but logistics need a rethink	Clerk with Full Council/Staffing Committee agree	
Tour Guide Co-ordinator								? Part-time role?		
Staff Training	1000	1000	120	880	200	800	500	time to train! EMR for Cilca?	Clerk within agreed budget	
Councillor Training	200	500	70	430	300	200	400		Clerk within agreed budget	
Total Personnel Costs	87400	91700	42588	49112	89500	2000	101100			
Premises										
Office Rental	3000	3000	0	0	3000	0	3000	plus £5500 in EMR. Invoice late	Clerk within agreed budget	
Total Premises	3000	3000	0	0	3000	0	3000			
Civic										
Mayor's Allowance	2000	2000	1000	1000	2000	0	2,000		Clerk within agreed budget	
Mayor's Charitable Fund	500	300	120	180	250	50	300		Clerk within agreed budget	
Mayoral Bebra Visit	600	900	0	900	900	0	900		Clerk within agreed budget	
								Build up EMR - high repair costs/Consort badges replenishing. EMR £2000	Finance Committee	
Regalia	500	500	0	500	500	0	500		Clerk within agreed budget	
Mayor Making	1400	1550	387	1163	1500	50	1550	24/25 invoice still outstanding	Clerk within agreed budget	
Deputy Travel Expenses	0	150	61	89	150	0	150		Clerk within agreed budget	
Total Civic	5000	5400	1568	3832	5300	100	5,400			
Grants										
Community Grants	20000	20000	11500	8500	20000	0	30000		Finance Committee	

Green Grants	5000	5000	1100	3900	2000	0	3000				Finance Committee	
Small Grants	0	5000	1440	3560	3000	0	3000				Clerk within agreed budget and report to Finance	
Total Grants	25000	30000	14040	12400	22000	0	36000					
Town Lighting												
Seasonal Lighting Contract	35000	38000	31140	6860	38000	0	38000	EMR £18537 - 5000 approx repairs agreed			Clerk once tender process completed by Full Council	
Total Lighting	35000	38000	31140	6860	38000	0	38000					
Town Development												
Weirside Terrace Costs	0	0	0	0	0	-57	60	Still attempting to disengage! Money from Gen reserv			Clerk within agreed budget	
Total Development	0	0	0	0	0	-57	60					
Maintenance												
Tree Survey	1000	1000	0	1000	1,000	0	1000	underspend to EMR £1000			Projects, Community and Environment	
Castle Lighting	1000	1000	0	1000	1,000	0	1000	Underspend to EMR £670			Projects, Community and Environment	
Flower Beds	3000	3000	0	3000	3,000	0	3000				Projects, Community and Environment	
Allotments	1500	3000	0	3000	3,000	0	3000	Build up in EMR £2215			Projects, Community and Environment	
VAS signs	0	200	0	200	0	200	1000	Build up in EMR £0			Projects, Community and Environment	
Contingency Maintenance	0	1000	0	1000	0	1000	1000				Projects, Community and Environment	
Total Maintenance	6500	9200	0	9200	8,000	1200	10000					
Events												
Flags and Bunting	3000	5000	0	5000	5000	0	5000	VE Day 80?			Projects, Community and Environment	
Coronation	5000	0	0	0	0	0	0	REMOVE				
Remembrance	500	1000	0	1000	1000	0	2000	Event mgmt requirements increased			Projects, Community and Environment	
Christmas Events (Bright Friday)	2200	2500	21	2479	2200	0	2500				Projects, Community and Environment/Clerk unde	
Bands in the Castle	700	0	0	0	0	0	0	£500 in reserves but no NYC communication after chat			Projects, Community and Environment	
D-Day 80	0	3000	837	2163	0	0	0	Underspend already allocated to reserve				
New VE Day	0	0	0	0	0	0	3000				Projects, Community and Environment	
255th Enclosures Act	0	600	0	600	0	0	1000				Projects, Community and Environment	
Castle 900th 2030	0	600	0	600	0	0	600	Build up pot in EMR?			Projects, Community and Environment	
Contingency Events	0	5000	0	5000	0	5000	3000	EMR £2163			Projects, Community and Environment	
Road Closure Mgmt etc	0	10000	120	9880	5000	5000	10000	includes donation to Friends for equipment storage.			Projects, Community and Environment	
Total Events	11400	27700	978	26722	13200	10000	27100					
Projects												
Promotion/Communication	5000	2000	60	1940	500	4500	1000				Full Council or Committee	
NDP	0	2000	0	2000	0	2000	2000	£5072 in EMR			Current-Clerk/Future-Planning Committee	
VAS Signs	6000	5000	0	5000	0	5000	0	REMOVE - see maintenance line				
Road closure management	2000	0	0	0	0	0	0	REMOVE				
Cony-hall improvements	10000	0	398	-398	0	-398	0	Money in EMR £9602				
Community stage	5000	1500	395	1105	500	1000	1500	Improvement/Maintenance cost/Travel expenses			Projects, Community and Environment	
Event power point - Kboro	5000	0	0	0	0	0	0	REMOVE				
House/Market Square												
High Street/Market place												
Improvement project	5000	0	0	0	0	0	0	REMOVE				
Designated Clean Bathing Site												
Project	5000	0	0	0	0	0	0	REMOVE				
Castle interpretation for 2030 celebration (900)	500	500	0	500	500	0	500	Build up in EMR (separate project to 'event')			Projects, Community and Environment	

[illegible]



FINANCIAL RESERVES POLICY

Knaresborough Town Council is required by statute to maintain reserves sufficient to meet the needs of the organisation and in addition has statutory limitations on how it spends certain receipts which it must ensure are accounted for separately to the council's general funds.

Whilst there is no statutory minimum (or maximum) level of reserves, the council has no power to hold revenue reserves other than those for reasonable working capital needs or specific earmarked purposes.

The Joint Panel on Accountability and Governance (JPAG) Practitioners' Guide, which sets out the proper practices for how the council must maintain its accounts, recommends that the minimum level of general reserves should be maintained at between 3 and 12 months of net revenue expenditure. In practice, any authority with income and expenditure more than £200,000 should plan towards 3 months equivalent general reserves. Knaresborough Town Council has decided a minimum of 5 months operating capital to hold as a general reserve is appropriate for a council of its size.

Knaresborough Town Council maintains two types of reserves:

General Reserves:

The general reserve is not ringfenced (earmarked) for any specific expenditure, but is intended to cover the following capital needs; to smooth the impact of uneven cashflow and to cover unexpected/emergency expenditure

The general reserve will be replenished as part of the budget process in any year where it has been utilised for unexpected/emergency expenditure.

Earmarked Reserves:

The Council will keep such sums in earmarked reserves as is considered necessary to support future expenditure on specific projects, or as funds built up towards significant future revenue expenditure or to meet anticipated liabilities.

The council's current earmarked reserves are listed in the table below:

Earmarked/Designated Funds	£	As at Sept 2024
Castle Maintenance/Castle Lighting	1,294	To cover lighting maintenance requirements flagged up by the council's specified contractor
Neighbourhood Development Plan	5,072	To cover future requirements of the NDP project

Festive Lighting	18,537	To cover unexpected maintenance and repairs and additional lighting needs as specified by the current contractor and not covered by the annual budget
Regalia	2,000	To cover mayoral chains etc repairs and replacement
Allotments	2,215	To cover maintenance needs at the allotment sites under landowner's (the council) responsibility
Links Charity	4,150	Money held on behalf of the former charity and reserved until March 2025 for Scouts
King George V Field	4,535	Held by council as sole trustee and reported to charity commission. Cannot be used for any other purpose.
Knaresborough House	5,500	To cover rental agreement with NYC
Knaresborough Nidd Gorge	3,500	Grant award that remains unclaimed
Mayoral Charity Fund	4	Money held on behalf of the mayor to go towards a named charity
CIL	652	Subject to statutory restrictions. Infrastructure related expenditure.
Tree Maintenance	1000	To cover any unexpected tree maintenance on council owned land
Bands in the Castle	500	To help with costs for bands/groups performing free of charge in the Castle area
Conyngham Hall Improvement	9,602	To cover any costs KTC agree to improve the area known as Conyngham Hall and gardens
Castle 2030	500	To build up a sum of money to assist with the 900 th Castle Anniversary celebrations
Events	2,163	Projects, Community and Environment committee underspend to go towards future KTC events
	61,224	

The amount of funds held in both Earmarked and General Reserves is identified regularly at the Finance and General Purpose Committee meetings and in detail prior to the annual setting of the council budget for the following year using the format as shown below:

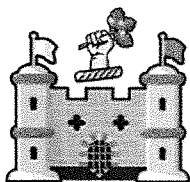
<u>Reserves 20xx/20xx</u>	
Bank Balance at DD/MM/YYYY	£xx,xxx.xx
minus King George V Field	£x,xxx.xx
minus Links Charity	£x,xxx.xx
minus Mayoral Fund	£xxx.xx
minus Other Earmarked Reserves	£xx,xxx.xx

Balance	£xxx,xxx.xx
minus X months potential spend based on the 20xx/xx budget of £xxx,xxx	£xx,xxx.xx
Balance	£xxx,xxx.xx
5 months operating capital (recommendation 3-6 months)	£xx,xxx.xx
General Reserve	£xx,xxx.xx

The Reserve Policy is to be viewed in conjunction with the council's Financial Management Risk Assessment

Adopted XXXXXX

Review XXXXXX



FINANCIAL RESERVES POLICY

Knaresborough Town Council maintains reserves to protect against financial risk, ensuring that contingencies are in place to support continued operation of the council and investment in future projects which are beneficial to the town.

Knaresborough Town Council maintains two types of reserves:

Earmarked Reserves:

The Council will keep such sums in earmarked reserves as is considered necessary to support future expenditure on specific projects, or as funds built up towards significant future revenue expenditure or to meet anticipated liabilities.

General Reserves:

The Council will maintain a prudent level of general reserves, within the range 35 – 45% of net budgeted annual running costs, excluding growth items and items on which expenditure will be met by use of earmarked reserves.

The amount of funds held in both Earmarked and General Reserves is identified regularly and in finer detail prior to the annual setting of the council budget for the following year using the format as shown below:

<u>Reserves 20xx/20xx</u>	
Bank Balance at DD/MM/YYYY	£xx,xxx.xx
minus King George V Field	£x,xxx.xx
minus Links Charity	£x,xxx.xx
minus Mayoral Fund	£xxx.xx
minus Other Earmarked Reserves	£xx,xxx.xx
Balance	£xxx,xxx.xx
minus X months potential spend based on the 20xx/xx budget of £xxx,xxx	£xx,xxx.xx
Balance	£xxx,xxx.xx
5 months operating capital (recommendation 3-6 months)	£xx,xxx.xx
General Reserve	£xx,xxx.xx

KTC SMALL Grants 2024 - 2025

Group / Organisation	Grant	Grant payment sent	Proposed start date of project	Feedback request sent	Feedback received	Comments
JUNE						
St John's Primary School Council – litter picking equipment	£150	Yes	ASAP	Yes		S137
Waterside Residents Assoc – Xmas lights	£310	Yes	Dec 2024	Yes		S144
JULY						
The Village – Conversation café	£350	Yes	ASAP	Yes	Yes	S 137
AUGUST						
Knaresborough Celtic FC – Café and Boot shop	£280	Yes	ASAP	Yes		S137
People Together/Kboro Revolution – Cultural Celebration and Food Festival	£350	Yes	Sept 2024	Yes	Yes	S144
Total:£1,440		Remaining:£3,560				

KTC Finance and General Purposes Committee – 21 October 2024

There are 6 community grant applications for consideration at the next Finance Committee meeting and I am therefore sending the information to you now to give you the best chance of preparing for the meeting.

Please see below, the grants budget/expenditure to date:

Community Grants 2024/25:		20,000
Holy Trinity Church	5000	15,000
Chain Lane Comm Hub	3000	12,000
Knot Another Choir	500	11,500
Kboro in Bloom	1000	10,500
Waterside Residents Assoc	982.26	Vired from Maintenance Person line in budget.
Mind (Harrogate District)	1000	9,500
Inspire Youth	1000	8,500

Grants applied for 21 October Meeting and position if all awarded full amount:

Knaresborough Christmas Market	3000	5,500
Knaresborough Connectors	1600	3,900
Saint Michael's Hospice	3000	900
Knaresborough Museum Assoc	1500	-600
Christians Together	500	-1100
Inspire Youth	4750 (yr 1 of 3?)	-5850

Green Grants: £5000

Knaresborough in Bloom	600	4,400
Inspire Youth	500	3,900

Small Grants: £3560 remaining (breakdown will be provided for the meeting)

There are 3 more Finance meetings in this Civic Year:

18 November – This will be to discuss budget only (hopefully)

20 January 2025

14 April 2025 – New financial Year – new grants budgets available if Council have made this provision.

From previous years January has seen a flurry of grant applications, £6000 was given out in funding in January 2024.

Angela Pulman
Clerk