



Public Document Pack

Melksham Town Council

Town Hall, Melksham, Wiltshire, SN12 6ES

Tel: (01225) 704187

Town Clerk and RFO Linda Roberts BA(Hons) PGCAP, FHEA,
FLSCC

To: Councillor S Mortimer (Chair)
Councillor S Rabey (Vice-Chair)
Councillor G Cooke
Councillor J Crundell
Councillor G Ellis
Councillor C Forgacs
Councillor J Hubbard
Councillor J Westbrook

8 January 2024

Dear Councillors

In accordance with the Local Government Act (LGA) 1972, Sch 12, paras 10 (2)(b) you are invited to attend the **Finance, Administration and Performance Committee** meeting of Melksham Town Council. The meeting will be held at the Town Hall on **Monday 15th January 2024** commencing at **7.00 pm**.

A period of public participation will take place in accordance with Standing Order 3(e) prior to the formal opening of the meeting. The Press and Public are welcome to attend this meeting in person, alternatively the public and press may join the meeting via Zoom.

In accordance with the Council's commitment to being open and transparent; all Town Council meetings are recorded and broadcast live. The right to do so was established under the Openness of Local Government Bodies Regulations.

Yours sincerely

Mrs L A Roberts BA(Hons), PGCAP, FHEA, FSLCC
Town Clerk and RFO

Melksham Town Council
Finance, Administration and Performance Committee
Monday 15 January 2024
At 7.00 pm at the Town Hall

Public Participation – To receive questions from members of the public.

In the exercise of Council functions. Members are reminded that the Council has a general duty to consider Crime & Disorder, Health & Safety, Human Rights and the need to conserve biodiversity. The Council also has a duty to tackle discrimination, provide equality of opportunity for all and foster good relations in the course of developing policies and delivery services under the public sector Equality Duty and Equality 2010.

Virtual Meeting Access:

Please follow the joining instructions below for the virtual Zoom meeting

<https://us02web.zoom.us/j/83669876198?pwd=WlAvY1ZsYVNyUIM3VktgajFvOHhtdz09>

Join Zoom Meeting

Meeting ID: 836 6987 6198 **Passcode:** 481965

Participants will be directly let in the meeting by clicking on the above link. There is no waiting room

AGENDA

1. Apologies

To receive apologies for absence.

2. Declarations of Interest

To receive any Declarations of Interest in respect of items on this agenda as required by the Code of Conduct adopted by the Council.

Members are reminded that, in accordance with the Council's Code of Conduct, they are required to declare any disclosable pecuniary interest or other registrable interests which have not already been declared in the Council's Register of Interests. Members may however, also decide, in the interests of clarity and transparency, to declare at this point in the meeting, any such disclosable pecuniary interests which they have already declared on the Register, as well as any other registrable or other interests.

3. Minutes (Pages 1 - 4)

To approve the Minutes of the Finance, Administration and Performance Committee meeting held on 20 November 2023.

4. Matter arising from Full Council on 18 December 2023 and Finance, Administration and Performance on 20 November 2023

To discuss with the Locum RFO matters arising from:-

full council minute number 663/23 [link](#)

and

Finance, Administration and Performance minute number 63/23 [link](#)

5. Project Plans

To provide an update on all current open projects.

6. Financial Statement

6.1 Lloyds (Pages 5 - 12)

To receive Lloyds statements for October 2023 and November 2023.

6.2 Unity (Pages 13 - 22)

To receive Unity Statements for October 2023 and November 2023

6.3 Petty Cash (Pages 23 - 28)

To receive Petty Cash statements for October 2023 and November 2023.

6.4 Monthly Statement (Pages 29 - 32)

To receive Monthly Statement for October 2023 and November 2023.

6.5 Budget Report (Pages 33 - 54)

To receive Budget Reports for October 2023 and November 2023.

6.6 Earmarked Reserves (Pages 55 - 56)

To receive Earmarked Reserves November 2023.

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Melksham Town Council

Minutes of the Finance, Administration and Performance Committee meeting held on Monday 20th November 2023

PRESENT: Councillor S Mortimer (Chair)
Councillor S Rabey (Vice-Chair)
Councillor G Ellis
Councillor J Westbrook
Councillor Stokes (substitute)

IN ATTENDANCE: Councillor Aves

OFFICERS:	Linda Roberts	Town Clerk
	Andrew Meacham	Committee Clerk
	Hugh Davies	Head of Operations

PUBLIC PARTICIPATION: One member of the public was present virtually.

57/23 Apologies

Apologies were received from Councillor Cooke, Councillor J Crundell, Councillor Forgacs and Councillor Hubbard.

Councillor Forgacs was substituted by Councillor Stokes.

58/23 Declarations of Interest

There were no declarations of interest.

59/23 Minutes

The minutes of 4 September 2023, having previously been circulated, were approved as a correct record and signed by Councillor Mortimer.

60/23 Presentation from Melksham Free Dining

Geoff Robinson, Louisa Lewis and Didi McCloud attended on behalf of Melksham Free Dining.

Geoff gave an overview of Melksham Free Dining CIC's organisation, finances and the service it provides.

Didi gave details of the organisations wider aims and handed out a pack containing testimonials from Social Prescribers Jackie Maton and Sindy Uttley, a poem and comments from users showing how much they appreciate Melksham Free Dining.

Members expressed their thanks to Geoff, Louisa and Didi and their admiration for the work done by Melksham Free Dining.

61/23 Grants

St Michael and All Angels' Parish Church Bellringers.

Karen from the Bellringers Group advised that the group wished to add two lighter bells to extend the range from a ring of eight to a ring of ten. It is hoped it will encourage new recruits.

Councillor Ellis asked about noise and Karen confirmed the existing back bell is the loudest and soundproofing measures have been taken.

Councillor Rabey expressed concern about whether the grant could be given because of the religious aspect. The Town Clerk said she had been advised they could because it was an activity and not solely for the fabric of the church.

It was proposed by Councillor Rabey, seconded by Councillor Stokes and

UNANIMOUSLY RESOLVED to award St Michael and All Angels' Parish Church Bellringers a grant of £1000.

Melksham Carnival Group

Michelle Brightwell and Beth Dark. Carnival is a free event and they ultimately hope to be self-funding. They are aware of other events taking place around the same time and hope to use the funding to secure entertainment and first aid cover.

It was proposed by Councillor Rabey, seconded by Councillor Stokes and

UNANIMOUSLY RESOLVED to award Melksham Carnival Group a grant of £1000.

It was proposed by Councillor Westbrook, seconded by Councillor Rabey and

RESOLVED to recommend to Full Council that Melksham Carnival Group's Major Grant of £2500 in this year's budget be rolled over to be added to next year's Major Grant.

Bowerhill Baby and Toddler Group

Gemma Humphries, chair of Bowerhill Baby and Toddler Group gave a presentation on the groups work. There was some concern over the split of users between Melksham Town and Melksham Without. There was discussion on Melksham Without Parish Council's grant procedure.

It was proposed by Councillor Rabey, seconded by Councillor Westbrook and

UNANIMOUSLY RESOLVED to award Bowerhill Baby and Toddler Group a grant of £500 and ask that they come back to the committee when they have made an application for funding to Melksham Without Parish Council.

62/23 Draft Budget 2024/2025

Questions were asked on various areas of the draft budget.

The draft budget was received and It was **RESOLVED** to recommend to Full Council that an informal budget meeting of full council be arranged.

63/23 Motion from Councillor Mortimer on Rialtas Software

The Chair, Councillor Mortimer spoke to her motion. Questions were asked on the current and proposed new systems.

Councillor Rabey proposed a friendly amendment that the new procedure be adopted at the start of the new financial year to avoid overloading officers. Councillor Westbrook commented that the interim and external auditors had not raised any concerns.

Councillor Mortimer was unwilling to accept the friendly amendment. A vote was held and the motion was defeated with one abstention.

64/23 Major projects Update

Councillor Westbrook introduced the project management reports and answered questions from members. She advised that the latest sheet from each project will be available on Finance, Administration and Performance agendas and the full reports are available to view on One Drive. Councillor Westbrook would also send an email link to members. It was ultimately intended that reports would be available on Melksham Town Council website.

65/23 Payments and Receipts

The Chair, Councillor Mortimer raised queries on various items. The Town Clerk answered some queries and said she would look into others and speak to the accountant.

Councillor Rabey asked if going forward, such queries could be emailed in advance to allow the Town Clerk time to prepare an answer. Councillor Westbrook asked if committee group emails could be created.

Subject to the above, the items were received.

- 66/23 Unity**
Received.
- 67/23 Lloyds**
Received.
- 68/23 Petty Cash**
Received.
- 69/23 Detailed Income & Expenditure by Budget Heading**
Received.
- 70/23 Budget Report**
Received.
- 71/23 Income Report**
Received.
- 72/23 Monthly Financial Statement**
Received.
- 73/23 Earmarked Reserves**
Received.

Meeting Closed at: 9.10 pm

Signed:

Dated:

Agenda Item 6.1

Date: 08/01/2024		Melksham Town Council Current Year					Page: 1	
Time: 12:26		Cashbook 2					User: MEL	
		Bank Assembly Hall A/c					For Month No: 7	
Receipts for Month 7		Nominal Ledger Analysis						
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		1,062,065.80	1,062,065.80					
BACS	Banked: 03/10/2023	500.00						
BACS	Good New s Church	500.00			1048	210	500.00	Rent - Art House
BACS	Banked: 04/10/2023	4,704.00						
BACS	Ticketsource	4,704.00			566		4,704.00	Seriously Collins
BACS	Banked: 04/10/2023	918.00						
BACS	Ticketsource	918.00			566		918.00	Unravelling Wilburys
BACS	Banked: 04/10/2023	5.00						
BACS	Ticketsource	5.00			1173	510	5.00	Quiz Night
BACS	Banked: 05/10/2023	108.00						
BACS	Tiger Martial Arts	108.00		18.00	1000	501	90.00	Room hire - AH
BACS	Banked: 06/10/2023	135.00						
BACS	Melksham MDHA	135.00		22.50	1000	501	112.50	Room hire - AH
BACS	Banked: 09/10/2023	226.80						
BACS	Arts Society	226.80		37.80	1000	501	189.00	Room hire - AH
BACS	Banked: 10/10/2023	141.75						
BACS	4 Star Dance	141.75		23.62	1000	501	118.13	Room hire - AH
500727(B)	Banked: 10/10/2023	1,010.50						
500727(B)	Quiz Night	32.30		5.38	1001	520	26.92	Quiz Night
500727(B)	Unravelling Wilburys	148.60		24.77	1001	520	123.83	Unravelling Wilburys
500727(B)	Seriously Collins	419.50		69.92	1001	520	349.58	Seriously Collins
500727(B)	WWMCC	4.00		0.67	1001	520	3.33	WWMCC
500727(B)	Classic Rock Revival	386.10		64.35	1001	520	321.75	Classic Rock Revival
500727(B)	Roller Disco	15.00		2.50	1001	520	12.50	Roller Disco
500727(B)	WWMCC	5.00		0.83	1001	520	4.17	WWMCC
500727/728	Banked: 10/10/2023	392.00						
500727/728	Abbamania	137.50			566		137.50	Abbamania
500727/728	Majesty	28.00			566		28.00	Majesty
500727/728	Xmas Memories	14.00			566		14.00	Xmas Memories
500727/728	Seriously Collins	49.00			566		49.00	Seriously Collins
500727/728	Room hire - AH	93.50		15.58	1000	501	77.92	Room hire - AH
500727/728	Room hire - AH (dep)	70.00		11.67	1000	501	58.33	Room hire (dep)
BACS	Banked: 11/10/2023	3,146.00						
BACS	Ticketsource	3,146.00			566		3,146.00	Classic Rock Revival
BACS	Banked: 18/10/2023	85.00						
BACS	MDFAS	85.00			1034	201	85.00	Room hire - TH
BACS	Banked: 20/10/2023	135.00						
BACS	Melksham MDHA	135.00		22.50	1000	501	112.50	Room hire
BACS	Banked: 23/10/2023	385.00						
BACS	Elcock - Pole-de-cise	385.00		64.17	1000	501	320.83	Room hire - AH

Continued on Page 2

Date: 08/01/2024

Melksham Town Council Current Year

Page: 2

Time: 12:26

Cashbook 2

User: MEL

Bank Assembly Hall A/c

For Month No: 7

Receipts for Month 7

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	BACS Banked: 25/10/2023	673.00						
	BACS Bow Is Club	673.00		112.17	1000	501	560.83	Room hire - AH
	BACS Banked: 25/10/2023	4.00						
	BACS Melksham Singers	4.00			1034	201	4.00	Room hire - TH
	BACS Banked: 30/10/2023	1,385.10						
	BACS Chippenham Kickboxing	1,385.10		230.85	1000	501	1,154.25	Chippenham Kickboxing
	Banked: 31/10/2023	6,970.58						
	AIB Credit/Debit Card Control Acco	6,970.58			213		6,970.58	AIB card payments
	BACS Banked: 31/10/2023	331.00						
	BACS Wiltshire Building	331.00		55.17	1000	501	275.83	Room hire - AH
	BACS Banked: 31/10/2023	135.00						
	BACS Eleven Roller	135.00		22.50	1000	501	112.50	Room hire - AH
	Banked: 31/10/2023	137.50						
	BACS paymt Unity Bank	137.50			203		137.50	Raymond Mills

Total Receipts for Month	21,528.23	0.00	804.95	20,723.28
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Cashbook Totals	1,083,594.03	0.00	804.95	1,082,789.08
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Continued on Page 3

Date: 08/01/2024

Melksham Town Council Current Year

Page: 3

Time: 12:26

Cashbook 2

User: MEL

Bank Assembly Hall A/c

For Month No: 7

Payments for Month 7

Nominal Ledger Analysis

Date	Payee Name	Reference_£	Total Amnt	£ Creditors	£ VAT	A/c Centre	£ Amount	Transaction Detail
02/10/2023	Water2business	02102023	201.63	201.63		502		Water rates - AH
13/10/2023	Tolchards Ltd	13102023	1,377.75	1,377.75		502		Bar stock
16/10/2023	Wiltshire Council	DD	861.00			4914 501	861.00	Rates - AH
17/10/2023	D. Stevenson-Sharp	3775	864.85			566	1,700.00	Ticket sales
						1173 510	-835.15	AH costs
27/10/2023	Tolchards Ltd	27102023	1,119.53	1,119.53		502		Bar stock
31/10/2023	Hills Waste	31102023	840.28	840.28		502		Waste collection
Total Payments for Month			5,265.04	3,539.19	0.00		1,725.85	
Balance Carried Fwd			1,078,328.99					
Cashbook Totals			1,083,594.03	3,539.19	0.00		1,080,054.84	

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Date: 08/01/2024

Melksham Town Council Current Year

Page: 1

Time: 12:31

Cashbook 2

User: MEL

Bank Assembly Hall A/c

For Month No: 8

Receipts for Month 8

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		1,078,328.99					1,078,328.99	
BACS Banked: 01/11/2023		8,360.00						
BACS Ticketsource		8,360.00			566		8,360.00	Abbamania
BACS Banked: 01/11/2023		15.00						
BACS Ticketsource		15.00			1173	510	15.00	Quiz Night
BACS Banked: 03/11/2023		500.00						
BACS Good New s Church		500.00			1048	210	500.00	Rent - Art House
500729(B) Banked: 06/11/2023		3,000.90						
500729(B) Pole-de-Cise		511.20		85.20	1001	520	426.00	Pole-de-Cise
500729(B) WWMCC		11.20		1.87	1001	520	9.33	WWMCC
500729(B) Active Trow bridge		22.20		3.70	1001	520	18.50	Active Trow bridge
500729(B) Bow Is Dinner		694.80		115.80	1001	520	579.00	Bow Is Dinner
500729(B) WWMCC		24.00		4.00	1001	520	20.00	WWMCC
500729(B) Quiz Night		64.30		10.72	1001	520	53.58	Quiz Night
500729(B) Abbamania		1,025.50		170.92	1001	520	854.58	Abbamania
500729(B) Monster Ball		412.70		68.78	1001	520	343.92	Monster Ball
500729(B) WWMCC		4.70		0.78	1001	520	3.92	WWMCC
500729(B) Rich Hall		230.30		38.38	1001	520	191.92	Rich Hall
500729/30 Banked: 06/11/2023		914.00						
500729/30 Abbamania		55.00			566		55.00	Abbamania
500729/30 Majesty		56.00			566		56.00	Majesty
500729/30 Rock for Heroes		24.00			566		24.00	Rock for Heroes
500729/30 DS:UK		19.00			566		19.00	DS:UK
500729/30 The Dreamers		154.00			566		154.00	The Dreamers
500729/30 Quiz Team		10.00		1.67	1173	510	8.33	Quiz Team
500729/30 Room hire - AH		586.00		97.67	1000	501	488.33	Room hire - AH
500729/30 Room hire - TH		10.00			1034	201	10.00	Room hire - TH
BACS Banked: 08/11/2023		6,786.00						
BACS Ticketsource		6,786.00			566		6,786.00	Rich Hall
BACS Banked: 10/11/2023		81.00						
BACS Tiger Martial Arts		81.00		13.50	1000	501	67.50	Room hire - AH
BACS Banked: 13/11/2023		378.00						
BACS Arts Society		378.00		63.00	1000	501	315.00	Room hire - AH
BACS Banked: 15/11/2023		1,342.00						
BACS Ticketsource		1,342.00			566		1,342.00	The Dreamers
BACS Banked: 22/11/2023		2,112.00						
BACS Ticketsource		2,112.00			566		2,112.00	Rock for Heroes
500731(B) Banked: 22/11/2023		1,558.95						
500731(B) Kick Boxing		1,068.35		178.06	1001	520	890.29	Kick Boxing
500731(B) WWMCC		5.40		0.90	1001	520	4.50	WWMCC
500731(B) The Dreamers		172.30		28.72	1001	520	143.58	The Dreamers
500731(B) Remembrance Sunday		5.60		0.93	1001	520	4.67	Remembrance Sunday

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Date: 08/01/2024

Melksham Town Council Current Year

Page: 2

Time: 12:31

Cashbook 2

User: MEL

Bank Assembly Hall A/c

For Month No: 8

Receipts for Month 8

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
500731(B)	WWMCC	3.70		0.62	1001	520	3.08	WWMCC
500731(B)	Rock for Heroes	253.50		42.25	1001	520	211.25	Rock for Heroes
500731(B)	Makers Market	44.70		7.45	1001	520	37.25	Makers Market
500731(B)	WWMCC	5.40		0.90	1001	520	4.50	WWMCC
500731/32	Banked: 22/11/2023	567.00						
500731/32	Rock for Heroes	72.00			566		72.00	Rock for Heroes
500731/32	The Dreamers	44.00			566		44.00	The Dreamers
500731/32	Quiz Team	5.00		0.83	1173	510	4.17	Quiz Team
500731/32	Room hire - AH	446.00		74.33	1000	501	371.67	Room hire - AH
	BACS Banked: 24/11/2023	1,474.00						
	BACS TIC	162.00			566		162.00	Unravelling Wilburys
	BACS TIC	171.50			566		171.50	Seriously Collins
	BACS TIC	198.00			566		198.00	Classic Rock Revival
	BACS TIC	5.00			1173	510	5.00	Quiz Night
	BACS TIC	357.50			566		357.50	Abbamania
	BACS TIC	18.00			566		18.00	Rich Hall
	BACS TIC	154.00			566		154.00	The Dreamers
	BACS TIC	408.00			566		408.00	Rock for Heroes
	BACS Banked: 27/11/2023	25.00						
	BACS T Baker	25.00		4.17	1000	501	20.83	Room hire - AH
	BACS Banked: 29/11/2023	15.00						
	BACS Ticketsource	15.00			1173	510	15.00	Quiz Night
	Banked: 30/11/2023	9,577.39						
	AIB Credit/Debit Card Control Acco	9,577.39			213		9,577.39	AIB payments

Total Receipts for Month	36,706.24	0.00	1,015.15	35,691.09
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Cashbook Totals	1,115,035.23	0.00	1,015.15	1,114,020.08
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Date: 08/01/2024

Melksham Town Council Current Year

Page: 3

Time: 12:31

Cashbook 2

User: MEL

Bank Assembly Hall A/c

For Month No: 8

Payments for Month 8

Nominal Ledger Analysis

Date	Payee Name	Reference_£	Total Amnt	£ Creditors	£ VAT_	A/c Centre	£ Amount	Transaction Detail
01/11/2023	Market Place Merchants	01112023	25.16	25.16		502		Till - AH
01/11/2023	Water2business	01112023/2	205.39	205.39		502		Water rates - AH
01/11/2023	Water2Business	DDR	0.50			4913 501	0.50	Water rates - AH
03/11/2023	Tolchards Ltd	03112023	1,265.66	1,265.66		502		Bar stock
10/11/2023	Tolchards Ltd	10112023	2,280.78	2,280.78		502		Bar stock
15/11/2023	Wiltshire Council	DDR	861.00			4914 501	861.00	Rates - AH
20/11/2023	Rentokil Initial	20112023	69.23	69.23		502		Pest control - Roundhouse
20/11/2023	Market Place Merchants	20112023	25.16	25.16		502		Till - AH
24/11/2023	Tolchards Ltd	24112023	954.36	954.36		502		Bar stock
27/11/2023	Rentokil Initial	27112023	856.80	856.80		502		Pest control - Art House
30/11/2023	Hills Waste	30112023	715.32	715.32		502		Waste collection
Total Payments for Month			7,259.36	6,397.86	0.00		861.50	
Balance Carried Fwd			1,107,775.87					
Cashbook Totals			1,115,035.23	6,397.86	0.00		1,108,637.37	

Date: 08/01/2024

Time: 12:23

Melksham Town Council Current Year

Cashbook 1

Unity Bank

Page: 1

User: MEL

For Month No: 7

Receipts for Month 7			Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		608,625.14				608,625.14	
BACS Banked: 02/10/2023		30.00					
BACS L. Woolford		30.00			1052 302	30.00	Xmas Fayre
BACS Banked: 02/10/2023		50.00					
BACS S. Standen		50.00			1052 302	50.00	Xmas Fayre
BACS Banked: 04/10/2023		30.00					
BACS Stepping Stones		30.00			1052 302	30.00	Xmas Fayre
BACS Banked: 05/10/2023		60.00					
BACS Menghini Moments		60.00			1052 302	60.00	Xmas Fayre
BACS Banked: 06/10/2023		268.80					
BACS Wiltshire Council		268.80			1034 201	268.80	Room hire - TH
BACS Banked: 12/10/2023		50.00					
BACS J. Gomme		50.00			1052 302	50.00	Xmas Fayre
BACS Banked: 13/10/2023		30.00					
BACS Melksham PHAB		30.00			1052 302	30.00	Xmas Fayre
BACS Banked: 16/10/2023		20.00					
BACS N. Carter		20.00			1045 203	20.00	Allotment rent
BACS Banked: 26/10/2023		700.00					
BACS Wiltshire Publications		700.00		116.67	1040 210	583.33	Rent - 31 Mkt Pl
BACS Banked: 30/10/2023		50.00					
BACS Witchy Squirrel		50.00			1052 302	50.00	Xmas Fayre
BACS Banked: 30/10/2023		26,088.52					
BACS HMRC		26,088.52			105	26,088.52	VAT refund
Total Receipts for Month		27,377.32	0.00	116.67		27,260.65	
Cashbook Totals		636,002.46	0.00	116.67		635,885.79	

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Unity Bank

For Month No: 7

Payments for Month 7

Nominal Ledger Analysis

Date	Payee Name	Reference_£	Total Amnt	£ Creditors	£ VAT	A/c Centre	£ Amount	Transaction Detail
02/10/2023	Zen International Ltd	02102023	31.20	31.20		501		Wifi - Art House
02/10/2023	Water2business	02102023/2	23.50	23.50		501		Water rates - Bow erhill Unit
02/10/2023	Water2business	02102023/3	189.04	189.04		501		Water rates - 31 Mkt Pl
02/10/2023	British Gas	02102023/4	2,146.38	2,146.38		501		Electricity - Pavilion
02/10/2023	Redhorn Holdings Ltd	02102023/5	1,234.99	1,234.99		501		Rent - Unit - Dec 2023
04/10/2023	Grenke Leasing	DDR	177.98		29.66	4026 101	148.32	Photocopier
05/10/2023	Kan Connections	80366729	4,860.00	4,860.00		501		Mosquito Unit - Pavilion
05/10/2023	The Cobblers Bench	38723799	8.00	8.00		501		Trophy - Bloom
05/10/2023	IDverde Limited	534570201	1,341.94	1,341.94		501		Cleaning - Mkt Pl toilets
05/10/2023	Microshade Business Consultant	729296268	2,638.68	2,638.68		501		Accounting support - Apr 23
05/10/2023	Trade UK	387856074	59.46	59.46		501		Arrears charge
05/10/2023	S J Aplin Playgrounds Ltd	173000512	1,932.00	1,932.00		501		Football posts
05/10/2023	T H White Installation Ltd	143612924	631.19	631.19		501		Fire Ext maint - Pavilion
05/10/2023	Trowbridge Town Council	799868255	1,497.40	1,497.40		501		Sports Roadshow s
05/10/2023	Travis Perkins Trading Company	488266661	11.68	11.68		501		Cement
05/10/2023	1st Aid 4 Fencing Ltd	619214937	775.68	775.68		501		Late payment charge
05/10/2023	Andrew's Construction Consultant	798202670	6,120.00	6,120.00		501		Works to Jack's Kitchen
05/10/2023	Avon Printing Services	515398467	278.00	278.00		501		Printing - leaflets
05/10/2023	Bathe & North East Somerset Co	942839291	6,269.10	6,269.10		501		Summer bedding
05/10/2023	Castle Water Ltd	712589635	48.58	48.58		501		Water - Mkt Pl roundabout
05/10/2023	The Community Heartbeat Trust	90564578	264.00	264.00		501		Defib - Hub Cafe
05/10/2023	Compliance Training Products	135179672	70.00	70.00		501		Data Protection booklets
05/10/2023	D&M Gompels Ltd	819541867	129.10	129.10		501		Parking redemption
05/10/2023	Healthmatic Ltd	487133970	40,434.00	40,434.00		501		Eco Toilet
05/10/2023	J. H. Jones & Sons	811642330	4,770.60	4,770.60		501		Grasscutting - KGV
05/10/2023	Mrs. L.J. Ellis	708929695	726.00	726.00		501		Leaflets - AH
05/10/2023	Melksham Groundcare Machinery	898662.06	785.00	785.00		501		Sharpening - shears
05/10/2023	Mel Rolph	336906765	90.00	90.00		501		Bouquets - F&R/Tow n Crier
05/10/2023	Microsoft	448450507	205.82	205.82		501		Licence
05/10/2023	Padfield Porkies	974474385	100.00	100.00		501		Catering - Mayor's Rec 2024
05/10/2023	Shiners Commercial Ltd	466955033	200.00	200.00		501		Window cleaning
05/10/2023	Wilts & Berks Canal Trust	62722178	25.00	25.00		501		Annual membership
05/10/2023	Melksham Free Dining	BACS	592.00			4301 151	592.00	Grant
05/10/2023	Mant Leisure Ltd	05102023	15,011.21	15,011.21		501		Dog Agility Eqmt
09/10/2023	Enterprise Flex-E-Rent	09102023	562.90	562.90		501		Vehicle lease
09/10/2023	Redhorn Holdings Ltd	09102023/2	1,234.99	1,234.99		501		Rent - Unit - Jan 2023
13/10/2023	HMRC	DDR	7,442.56			520	7,442.56	PAYE/NI
13/10/2023	British Gas	13102023	184.77	184.77		501		Electricity - Mkt Pl toilets
16/10/2023	Wiltshire Council	DDR	1,060.00			4102 201	1,060.00	Rates - TH
16/10/2023	Wiltshire Council	DDR	241.00			4102 215	241.00	Rates - Unit
16/10/2023	Lloyds Bank	DDR	219.00			4017 110	9.00	Card charges
						4016 101	80.00	Meal deposit
						4050 110	130.00	KGV licence (WC)

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Unity Bank

For Month No: 7

Payments for Month 7

Nominal Ledger Analysis

Date	Payee Name	Reference_£	Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
16/10/2023	Lloyds Bank	DDR	1,206.95		201.16	4922	501	4.58	Facebook
						4903	520	351.45	Vinto
						4042	101	6.99	Krystal Hosting
						4042	101	12.99	Zoom
						4163	202	24.97	Screw fix - toilet seat
						4163	202	48.33	Screw fix - maintenance
						4151	202	108.53	Amazon - Tools
						4050	204	350.00	Building Control (WC)
						4151	202	23.85	Travis - padlock
						4151	202	74.10	Travis - cement
16/10/2023	Mainstream Digital	16102023	26.27	26.27		501			Phones
16/10/2023	Mainstream Digital	16102023/2	37.96	37.96		501			Phones
16/10/2023	Mainstream Digital	16102023/3	164.03	164.03		501			Phones
16/10/2023	Daisy Communications	16102023/4	40.80	40.80		501			Wifi - Pavilion
16/10/2023	West Mercia Energy	16102023/5	1.54	1.54		501			Electricity - KGV Store
16/10/2023	Office Evolution Ltd	16102023/6	35.15	35.15		501			Envelopes
16/10/2023	Office Evolution Ltd	16102023/7	54.72	54.72		501			Photocopying
16/10/2023	Office Evolution Ltd	16102023/8	168.73	168.73		501			Stationery
17/10/2023	Jack's Kitchen Ltd	17102023	9,180.00	9,180.00		501			Alum doors/frames - KGV
17/10/2023	Fuel Genie	17102023	402.81	402.81		501			Fuel
18/10/2023	Oakwood	18102023	135.00	135.00		501			Container
19/10/2023	British Gas	19102023	40.01	40.01		501			Electricity - Roundhouse
20/10/2023	WPF	DDR	8,553.56			520		8,553.56	Pensions
20/10/2023	Wiltshire Council	DDR	26,805.00			520		26,805.00	Salaries
20/10/2023	British Gas	20102023	309.84	309.84		501			Electricity - TH
20/10/2023	British Gas	20102023/2	1,437.21	1,437.21		501			Electricity - AH
20/10/2023	British Gas	20102023/3	70.07	70.07		501			Gas - TH
20/10/2023	British Gas	20102023/4	14.47	14.47		501			Gas - AH
20/10/2023	British Gas	20102023/5	26.46	26.46		501			Electricity - Mkt Traders
25/10/2023	Unity Bank	DDR	27.50			4017	110	27.50	BACS charge
25/10/2023	British Gas	25102023	92.88	92.88		501			Electricity - Unit
27/10/2023	West Mercia Energy	27102023	46.32	46.32		501			Electricity - KGV
30/10/2023	Zen International Ltd	30102023	31.20	31.20		501			Wifi - Art House
31/10/2023	Enterprise Flex-E-Rent	31102023/2	964.30	964.30		501			Vehicle lease
31/10/2023	Bank Assembly Hall A/c	BACS paymt	137.50			251		137.50	Raymond Mills
Total Payments for Month			154,633.03	108,169.98	230.82			46,232.23	
Balance Carried Fwd			481,369.43						
Cashbook Totals			636,002.46	108,169.98	230.82			527,601.66	

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Unity Bank

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For Month No: 8

Receipts for Month 8

Receipt Ref

Name of Payer

£ Amnt Received

£ Debtors

£ VAT

A/c Centre

£ Amount

Transaction Detail

Balance Brought Fwd :

481,369.43

481,369.43

BACS Banked: 01/11/2023

819.21

BACS Jack's Kitchen

819.21

1046 204

819.21

Rent - Pavilion - Apr/May

BACS Banked: 01/11/2023

874.17

BACS Jack's Kitchen

874.17

1046 204

874.17

Rent - Pavilion - Jun/July

BACS Banked: 01/11/2023

972.63

BACS Jack's Kitchen

972.63

1046 204

972.63

Rent - Pavilion - May/June

BACS Banked: 02/11/2023

50.00

BACS J. Somerville

50.00

1052 302

50.00

Xmas Fayre - stalls

BACS Banked: 06/11/2023

50.00

BACS Millie Jane Boutique

50.00

1052 302

50.00

Xmas Fayre - stalls

BACS Banked: 06/11/2023

487.21

BACS DJ Cooper

487.21

81.20

1027 202

406.01

Caretaking - Factory Shop

BACS Banked: 06/11/2023

50.00

BACS V. Silva

50.00

1052 302

50.00

Xmas Fayre - stalls

BACS Banked: 08/11/2023

150.00

BACS Casa

150.00

1052 302

150.00

Xmas Fayre - donation

BACS Banked: 09/11/2023

185.00

BACS C. Guncu

185.00

1052 302

185.00

Xmas Fayre - donation

BACS Banked: 09/11/2023

469.39

BACS Scottish & Southern

469.39

78.23

1046 204

391.16

Refund - electricity - shed

BACS Banked: 13/11/2023

50.00

BACS JS Sidhu

50.00

1052 302

50.00

Xmas Fayre - stalls

BACS Banked: 14/11/2023

50.00

BACS Flow ers in Focus

50.00

1052 302

50.00

Xmas Fayre - donation

BACS Banked: 15/11/2023

60.00

BACS Emma Walters

60.00

1052 302

60.00

Xmas Fayre - stalls

BACS Banked: 16/11/2023

48,105.30

BACS Sandridge Solar Farm

48,105.30

1182 405

48,105.30

Solar money

BACS Banked: 16/11/2023

135.00

BACS Jack's Kitchen

135.00

22.50

1027 202

112.50

Jack's Kitchen

BACS Banked: 17/11/2023

50.00

BACS PSP Chippenham

50.00

1052 302

50.00

Xmas Fayre - donation

BACS Banked: 17/11/2023

400.00

BACS Goughs Solicitors

400.00

1052 302

400.00

Xmas Fayre - donation

BACS Banked: 20/11/2023

50.00

BACS Alp Bars

50.00

1052 302

50.00

Xmas Fayre - stalls

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Unity Bank

For Month No: 8

Receipts for Month 8

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c Centre	£ Amount	Transaction Detail
BACS Banked: 20/11/2023		100.00					
BACS Orbital Facilities		100.00			1052 302	100.00	Xmas Fayre - donation
BACS Banked: 23/11/2023		50.00					
BACS Ten Hides Distillery		50.00			1052 302	50.00	Xmas Fayre - Stalls
ME40 Banked: 24/11/2023		20.00					
ME40 Archer		20.00			1045 203	20.00	Allotment rent
BACS Banked: 27/11/2023		700.00					
BACS Wiltshire Publications		700.00		116.67	1040 210	583.33	Rent - 31 Mkt Pl
BACS Banked: 28/11/2023		60.00					
BACS K. Jones		60.00			1052 302	60.00	Xmas Fayre - stalls
BACS Banked: 29/11/2023		30.00					
BACS Canal & River Trust		30.00			1052 302	30.00	Xmas Fayre - stalls
BACS Banked: 29/11/2023		50.00					
BACS A. Lawrence		50.00			1052 302	50.00	Xmas Fayre - stalls
BACS Banked: 29/11/2023		450.00					
BACS Melksham Pizza		450.00			1052 302	450.00	Xmas Fayre - stalls
Total Receipts for Month		54,467.91	0.00	298.60		54,169.31	
Cashbook Totals		535,837.34	0.00	298.60		535,538.74	

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Payments for Month 8

Nominal Ledger Analysis

Date	Payee Name	Reference_£	Total Amnt	£ Creditors	£ VAT	A/c Centre	£ Amount	Transaction Detail
01/11/2023	Water2business	01112023	23.50	23.50		501		Water rates - Depot
01/11/2023	Water2business	01112023/2	189.04	189.04		501		Water rates - Mkt Pl toilets
01/11/2023	British Gas	01112023/3	129.27	129.27		501		Electricity - Mkt Pl toilets
01/11/2023	Redhorn Holdings Ltd	01112023/4	1,234.99	1,234.99		501		Rent - Depot
02/11/2023	Air Conditioning Services	194832063	600.00	600.00		502		Air conditioning - AH
02/11/2023	Bailey Employment Services Ltd	734384501	492.78	492.78		502		Cleaner - w/c 250923
02/11/2023	Mr. CH Furness	101670708	2,671.24	2,671.24		502		Show - Classic Rock
02/11/2023	United EPoS Solutions	864147125	60.00	60.00		502		Till - AH
02/11/2023	Handle With Care Productions	379008085	611.52	611.52		502		Show - Unravelling Wilburys
02/11/2023	Christopher Hayward	541685301	4,714.23	4,714.23		502		Show - Seriously Collins
02/11/2023	Sound Associates Ltd	215926960	714.00	714.00		502		Service - projector AH
02/11/2023	The Publishing House	255129686	163.80	163.80		502		Advertising - AH
02/11/2023	Vimto (Out of Home) Ltd	260282015	421.74	421.74		502		Bar stock
02/11/2023	Wired Publishing	903055621	93.60	93.60		502		Advertising - AH
02/11/2023	Wiltshire Publications Ltd	352375793	277.20	277.20		502		Advertising - AH
02/11/2023	Raymond Mills	021123	137.50	137.50		502		Maintenance in AH
03/11/2023	Mr. B. Burry	274578213	11.70	11.70		501		Bar refreshments
03/11/2023	Houseman Environmental Ltd	321826751	570.00	570.00		501		Water hygiene - AH
03/11/2023	Kan Connections	254042605	13,152.00	13,152.00		501		Electrical work - Pavilion
03/11/2023	UK Media Solutions	417673279	120.00	120.00		501		Sign fitting kit
03/11/2023	The Cobblers Bench	31804081	37.50	37.50		501		Keys
03/11/2023	Microshade Business Consultant	331019026	990.84	990.84		501		Hosting services
03/11/2023	Stannah Lift Services Ltd	37749690	533.52	533.52		501		Service - Lift
03/11/2023	T H White Installation Ltd	744162236	427.63	427.63		501		Service - Fire alarm TH
03/11/2023	Vysion Ltd	928131639	12.48	12.48		501		Back- up services
03/11/2023	Wiltshire Council	722350222	9,630.59	9,630.59		501		Election expenses
03/11/2023	Wiltshire Association of Local	812366270	300.00	300.00		501		Training - Play area inspectio
03/11/2023	Age UK Wiltshire	621204	2,875.00	2,875.00		501		Provision MCSS (Apr-June)
03/11/2023	AquaAid Southcoast	230142851	53.94	53.94		501		Water dispenser
03/11/2023	Avon Printing Services	506156457	288.00	288.00		501		Banner
03/11/2023	Bernwode Fruit Trees	101123	47.00	47.00		501		Apple tree
03/11/2023	Dave Elmes	473154524	12.18	12.18		501		Raw lbolt/Rod
03/11/2023	Mulberry & Co	936591229	202.50	202.50		501		Internal audit
03/11/2023	D&M Gompels Ltd	745498086	163.30	163.30		501		Parking redemption
03/11/2023	Healthmatic Ltd	7323392	480.00	480.00		501		Eco toilet - cleaning
03/11/2023	Hugh Davis	994254043	9.75	9.75		501		Postage/Batteries
03/11/2023	J. H. Jones & Sons	320895625	6,004.04	6,004.04		501		Grasscutting - A350/A354
03/11/2023	Mel Rolph	515506187	12.00	12.00		501		Stamps
03/11/2023	Microsoft	269380129	206.13	206.13		501		Licences
03/11/2023	Midori Services	943592066	1,968.86	1,968.86		501		Splashpad - commissioning
03/11/2023	phs Group	719596140	15.37	15.37		501		Pavilion - Sanitary services
03/11/2023	PKF Accountants & Business Adv	86595231	2,520.00	2,520.00		501		AGAR
03/11/2023	Place Studio Ltd	46757549	7,590.00	7,590.00		501		NHP - Consultation
03/11/2023	Rigg Construction (Southern) L	244180357	17,553.60	17,553.60		501		Drainage - KGV
03/11/2023	SASS Events Ltd	76777869	185.00	185.00		501		Lights - Face painting

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Unity Bank

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Payments for Month 8

Nominal Ledger Analysis

Date	Payee Name	Reference_£	Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
03/11/2023	Sara Land	76777869/1	36.43	36.43		501			Refs
03/11/2023	Shiners Commercial Ltd	956508790	392.00	392.00		501			Window cleaning
03/11/2023	Structural Solutions Managemen	430445178	450.00	450.00		501			Pavilion - design work
03/11/2023	Vaughtons	147846723	887.83	887.83		501			Freedom of Town medal
06/11/2023	Redhorn Holdings Ltd	06112023	1,234.99	1,234.99		501			Rent - Depot
09/11/2023	Enterprise Flex-E-Rent	09112023	562.90	562.90		501			Vehicle leasing
10/11/2023	Jack's Kitchen Ltd	989441295	18,720.00	18,720.00		501			Pavilion - costs Sep/Oct
10/11/2023	Dave Elmes	362163739	119.92	119.92		501			Mileage/parking
10/11/2023	Steve Randall	884340434	102.56	102.56		501			Mileage
10/11/2023	Gary Dougherty	319814868	63.74	63.74		501			Door pegs/weed control
10/11/2023	Hugh Davis	67427643	106.20	106.20		501			Mileage
14/11/2023	HMRC	DDR	7,525.39			520		7,525.39	PAYE/NL
14/11/2023	Mainstream Digital	14112023	586.03	586.03		501			Telephones
14/11/2023	Daisy Communications	14112023/2	40.80	40.80		501			Wfi - Pavilion
14/11/2023	West Mercia Energy	14112023/3	355.04	355.04		501			Electricity - KGV/toilets
14/11/2023	Office Evolution Ltd	14112023/4	179.04	179.04		501			Photocopying
14/11/2023	British Gas	14112023/5	1,558.29	1,558.29		501			Electricity - Pavilion
14/11/2023	West Mercia Energy	DDR	0.60		0.10	4101	221	0.50	Electricity - KGV
15/11/2023	Wiltshire Council	DDR	1,060.00			4102	201	1,060.00	Rates - TH
15/11/2023	Wiltshire Council	DDR	241.00			4102	215	241.00	Rates - Depot
15/11/2023	Wiltshire Council	DDR	1,229.81			4102	215	1,229.81	Rates - Depot
16/11/2023	Lloyds Bank	DDR	604.99			4017	110	9.00	Card fees
						4042	101	347.99	Bit Defender licence - annual
						4050	110	60.00	Local Plan documents
						4050	110	94.00	Cherry Picker licence
						4050	110	94.00	DBS
16/11/2023	Lloyds Bank	DDR	2,217.86		369.64	4106	201	21.33	Ethernet cable
						4106	201	67.18	Chubb deadlock
						4016	101	5.83	Sundries
						4016	101	14.90	Imagin Products
						4016	101	33.63	Staff refs
						4903	520	42.00	Soup kettle
						4163	202	27.16	Postcrete
						4901	520	279.74	Sweets/drinks - AH
						4901	520	24.11	Sweets/drinks - AH
						4075	202	450.00	NRSWA x 2
						4028	101	2.00	Carriage
						4042	101	12.99	Zoom
						4907	501	53.54	Till rolls
						4085	115	51.08	Ukrainian Flag
						4021	101	23.15	Stamp pad
						4311	115	35.78	Remembrance refreshments
						4922	501	41.67	Facebook
						4163	202	178.00	Minimix
						4903	520	431.54	Bar stock
						4042	101	52.59	FastSpring pro-soft licence

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Unity Bank

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Payments for Month 8

Nominal Ledger Analysis

Date	Payee Name	Reference_£	Total Amnt	£ Creditors	£ VAT_	A/c Centre	£ Amount	Transaction Detail
16/11/2023	British Gas	16112023	30.16	30.16		501		Electricity - Roundhouse
16/11/2023	Fuel Genie	16112023/2	378.87	378.87		501		Fuel
20/11/2023	Wiltshire Council	DDR	28,954.54			520	28,954.54	Salaries
20/11/2023	Oakwood	20112023	135.00	135.00		501		Container
21/11/2023	British Gas	21112023	431.24	431.24		501		Electricity - TH
21/11/2023	British Gas	21112023/2	1,490.96	1,490.96		501		Electricity - AH
21/11/2023	British Gas	21112023/3	33.56	33.56		501		Gas - AH
22/11/2023	Unity Bank	DDR	28.34			4017	110 28.34	BACS charge
22/11/2023	WPF	DDR	7,753.53			520	7,753.53	Pensions
22/11/2023	British Gas	22112023	395.22	395.22		501		Gas - TH
22/11/2023	British Gas	22112023/2	27.28	27.28		501		Electricity - Mkt Traders
27/11/2023	British Gas	27112023	102.55	102.55		501		Electricity - Depot
30/11/2023	Enterprise Flex-E-Rent	30112023	996.44	996.44		501		Vehicle leasing
30/11/2023	Zen International Ltd	30112023/1	31.20	31.20		501		Wifi - Art House
Total Payments for Month			157,571.65	107,955.59	369.74		49,246.32	
Balance Carried Fwd			378,265.69					
Cashbook Totals			535,837.34	107,955.59	369.74		427,512.01	

Date: 08/01/2024

Melksham Town Council Current Year

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Cashbook 9

User: MEL

Petty Cash

For Month No: 7

Receipts for Month 7			Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		256.61				256.61	
Cash Banked: 01/10/2023		20.00					
Cash Staff		20.00			1020 302	20.00	Xmas meal deposit
Banked: 31/10/2023		9.00					
No receipt		9.00			4016 101	9.00	No receipt
Total Receipts for Month		29.00	0.00	0.00		29.00	
Cashbook Totals		285.61	0.00	0.00		285.61	

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Date: 08/01/2024

Melksham Town Council Current Year

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Cashbook 9

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Petty Cash

For Month No: 7

Payments for Month 7

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c Centre	£ Amount	Transaction Detail
03/10/2023	S. Randall	TRANS	5.29		0.88	4163 202	4.41	Rawlbolt
04/10/2023	L. Roberts	TRANS	10.00			4016 101	10.00	Coffee
06/10/2023	Gary	TRANS	3.79		0.63	4163 202	3.16	Staples
07/10/2023	K. Farrow	TRANS	3.75			4901 520	3.75	Juice
08/10/2023	B. Burry	TRANS	4.20			4901 520	4.20	Milk/coffee
10/10/2023	S. Land	TRANS	12.70			4016 101	12.70	Refs
13/10/2023	L. Roberts	TRANS	17.50		2.92	4074 302	14.58	NHP - Consultation boxes
13/10/2023	L. Roberts	TRANS	17.50		2.92	4074 302	14.58	NHP - Consultation boxes
19/10/2023	B. Burry	TRANS	2.59			4901 520	2.59	Refs
21/10/2023	K. Farrow	TRANS	2.79			4905 501	2.79	Cloths
21/10/2023	G. Delves	TRANS	2.79			4016 101	2.79	Cards
21/10/2023	K. Farrow	TRANS	3.75			4901 520	3.75	Juice
23/10/2023	S. Askew	TRANS	3.20			4016 101	3.20	Refs
27/10/2023	S. Land	TRANS	3.00			4016 101	3.00	Refs
Total Payments for Month			92.85	0.00	7.35		85.50	
Balance Carried Fwd			192.76					
Cashbook Totals			285.61	0.00	7.35		278.26	

Date: 08/01/2024

Melksham Town Council Current Year

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Cashbook 9

User: MEL

Petty Cash

For Month No: 8

Receipts for Month 8

Nominal Ledger Analysis

Receipt Ref _Name of Payer_ £ Amnt Received_ £ Debtors_ £ V.A.T. A/c _Centre_ £ Amount _Transaction Detail

Balance Brought Fwd : 192.76

192.76

Cash Banked: 01/11/2023 30.00

Cash Xmas Fayre 30.00 1052 302 30.00 Stalls

Cash Banked: 01/11/2023 60.00

Cash Xmas Fayre 60.00 1052 302 60.00 Stalls

Total Receipts for Month 90.00 0.00 0.00 90.00

Cashbook Totals 282.76 0.00 0.00 282.76

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Date: 08/01/2024

Melksham Town Council Current Year

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Cashbook 9

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Petty Cash

For Month No: 8

Payments for Month 8

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
06/10/2023	B. Burry	TRANS	2.84		0.47	4901 520	2.37	Catering - AH
02/11/2023	B. Burry	TRANS	9.84		1.64	4901 520	8.20	Catering - AH
06/11/2023	S. Land	TRANS	1.45		0.24	4016 101	1.21	Milk
07/11/2023	S. Askew	TRANS	10.02		1.67	4021 101	8.35	Stationery
09/11/2023	S. Land	TRANS	12.26		2.04	4304 302	10.22	Xmas Fayre
10/11/2023	A. Meacham	TRANS	3.45		0.58	4016 101	2.87	Milk
10/11/2023	G. Delves	TRANS	1.09		0.18	4311 115	0.91	Remembrance Day
10/11/2023	L. Roberts	TRANS	4.85		0.81	4074 302	4.04	Refs - NHP Consultation
11/11/2023	S. Land	TRANS	9.30		1.55	4311 115	7.75	Refs - Remembrance
12/11/2023	S. Askew	TRANS	2.90		0.48	4016 101	2.42	Milk
12/11/2023	G. Delves	TRANS	19.00		3.17	4311 115	15.83	Refs - Remembrance
13/11/2023	S. Askew	TRANS	2.94		0.49	4304 302	2.45	Xmas Fayre
15/11/2023	L. Roberts	TRANS	6.80		1.13	4016 101	5.67	Refs - Informal Council mtg
18/11/2023	B. Burry	TRANS	2.15		0.36	4901 520	1.79	Milk
20/11/2023	S. Land	TRANS	15.40		2.57	4901 520	12.83	Catering - AH
20/11/2023	L. Roberts	TRANS	16.40			4061 101	16.40	Mileage/Pkg - Clerks mtg
21/11/2023	S. Land	TRANS	3.73		0.62	1052 302	3.11	Xmas Fayre
21/11/2023	S. Askew	TRANS	4.41		0.74	4304 302	3.67	Xmas Fayre
22/11/2023	S. Randall	TRANS	10.99		1.83	4163 202	9.16	Soudafoam
25/11/2023	K. Farrow	TRANS	2.35			4901 520	2.35	Milk
28/11/2023	G. Delves	TRANS	2.99			4304 302	2.99	Xmas Lights items
30/11/2023	No receipt	TRANS	15.00			4016 101	15.00	No receipt
Total Payments for Month			160.16	0.00	20.57		139.59	
Balance Carried Fwd			122.60					
Cashbook Totals			282.76	0.00	20.57		262.19	

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Melksham Town Council
Monthly Financial Statement 31 October 2023

Cash and Bank Balances:

Unity Bank	481,369	
Cambridge B S	85,053	
Assembly General Account	1,078,329	
Lloyds Short Term Fixed Deposit	51,957	
Lloyds Fixed Term Deposit		
CCLA Investment	121	
Credit/Debit Card Control	-441	
Petty Cash	193	
Bar Float	1,100	
		1,697,681

Debtors (monies owed to council)

H M Customs - Vat recoverable	13,072	
Bar Stock	3,329	
Debtors and Prepayments	3,557	
		19,958
		1,717,639

Less: Creditors (monies owed by council)

Suppliers of goods and services	93,245	
Retention Due	8,065	
Other Creditors	6,891	
Salaries Control	15,220	
Paye, Ni and Pension Due		
Events Control	4,804	
		128,225

Net Cash Available 1,589,414

Represented by:

General Fund

Current Year Surplus	278,903	
Earmarked Reserves Used in year	153,768	
	432,671	
Contribution to Earmarked Reserves	1,140	431,531
General Reserve balance at beginning of year		364,159

Earmarked Reserves

Balance at 1st April 2023	797,899	
Plus; Added in Year	797,899	
Less: Used to Fund Expenditure	111,809	686,090

Specific Reserves

CIL

Balance at 1st April 2023	52,520	
Plus: Received in Year	1,140	
	53,660	
Less: Used to Fund Expenditure		53,660

Solar Farm

Balance at 1st April 2023	95,933	
Plus Received in Year	95,933	
Less:Used to Fund Expenditure	41,959	53,974

1,589,414

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Melksham Town Council
Monthly Financial Statement 30 November 2023

Cash and Bank Balances:

Unity Bank	378,266	
Cambridge B S	85,053	
Assembly General Account	1,107,776	
Lloyds Short Term Fixed Deposit	51,957	
Lloyds Fixed Term Deposit		
CCLA Investment	121	
Credit/Debit Card Control	3,582	
Petty Cash	123	
Bar Float	1,100	
		1,627,978

Debtors (monies owed to council)

H M Customs - Vat recoverable	30,119	
Bar Stock	3,329	
Debtors and Prepayments	3,555	
		37,003
		1,664,981

Less: Creditors (monies owed by council)

Suppliers of goods and services	110,167	
Retention Due	8,065	
Other Creditors	5,698	
Salaries Control	0	
Paye, Ni and Pension Due	17,343	
Events Control	25,677	
		166,950

Net Cash Available 1,498,031

Represented by:

General Fund

Current Year Surplus	187,520	
Earmarked Reserves Used in year	218,931	
	406,451	
Contribution to Earmarked Reserves	49,245	357,206
General Reserve balance at beginning of year		364,159

Earmarked Reserves

Balance at 1st April 2023	797,899	
Plus; Added in Year	797,899	
	176,972	620,927
Less: Used to Fund Expenditure		

Specific Reserves

CIL

Balance at 1st April 2023	52,520	
Plus: Received in Year	1,140	
	53,660	
Less: Used to Fund Expenditure		53,660

Solar Farm

Balance at 1st April 2023	95,933	
Plus Received in Year	48,105	
	144,038	
Less:Used to Fund Expenditure	41,959	102,079

1,498,031

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20/11/2023

Melksham Town Council Current Year

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

Month No: 7

Committee Report

Finance, Admin & Performance

101 Central Costs

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4000 Salaries ENI & Pension	15,377	121,802	300,500	178,698		178,698	40.5%	
4005 Temporary Staff	0	135	0	(135)		(135)	0.0%	
4016 Sundry Office Expenses	130	497	0	(497)		(497)	0.0%	
4021 Stationery	170	935	500	(435)		(435)	187.0%	
4023 Advertising	0	(38)	500	538		538	(7.7%)	
4024 Equipment/furniture	0	665	1,000	335		335	66.5%	
4026 Photocopier/copying	342	960	750	(210)		(210)	127.9%	
4027 Telephones and Mobiles	190	1,493	3,000	1,507		1,507	49.8%	
4028 Postage	18	140	500	360		360	27.9%	
4029 Subscriptions	0	1,896	3,500	1,604		1,604	54.2%	
4040 Information Technology/Hardware	0	542	20,000	19,458		19,458	2.7%	
4042 Licences/Software	452	14,098	7,000	(7,098)		(7,098)	201.4%	
4058 Insurance	0	34,411	38,000	3,589		3,589	90.6%	
4061 Travel	0	366	500	134		134	73.2%	
4075 Training	720	2,846	6,000	3,154		3,154	47.4%	

Central Costs :- Indirect Expenditure	17,399	180,747	381,750	201,003	0	201,003	47.3%	0
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Net Expenditure	(17,399)	(180,747)	(381,750)	(201,003)
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110 Corporate Costs

1026 Income Interest	1	4,726	400	(4,326)			1181.5%	
1176 Precept Received	0	999,784	999,784	0			100.0%	
Corporate Costs :- Income	1	1,004,510	1,000,184	(4,326)			100.4%	0
4017 Bank account fees	37	261	500	239		239	52.2%	
4043 HR consultancy	0	4,095	7,500	3,405		3,405	54.6%	
4050 Legal and Professional Fees	130	3,261	7,000	3,739		3,739	46.6%	
4057 Accountancy and Audit	2,269	5,869	12,000	6,131		6,131	48.9%	
4076 Health & Safety	0	1,696	3,500	1,804		1,804	48.5%	

Corporate Costs :- Indirect Expenditure	2,435	15,182	30,500	15,318	0	15,318	49.8%	0
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Net Income over Expenditure	(2,435)	989,327	969,684	(19,643)
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115 Civic and Democratic

1016 Receipts - Mayors Reception	0	538	0	(538)			0.0%	
Civic and Democratic :- Income	0	538	0	(538)				0
4030 Town Crier's expenses	0	0	300	300		300	0.0%	
4034 Councillors' training	0	0	1,000	1,000		1,000	0.0%	

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

Month No: 7

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4062 Election Expenses	0	0	2,000	2,000		2,000	0.0%	
4070 Mayor's Allowance	0	1,000	1,000	0		0	100.0%	
4085 Civic and Ceremonial	740	1,782	3,500	1,718		1,718	50.9%	
4311 Remembrance Day	5	5	1,000	995		995	0.5%	
Civic and Democratic :- Indirect Expenditure	745	2,787	8,800	6,013	0	6,013	31.7%	0

Net Income over Expenditure **(745)** **(2,249)** **(8,800)** **(6,551)**

<u>151 Grants</u>								
4301 Grants	592	5,045	16,000	10,955		10,955	31.5%	
4302 Grant CAB	0	5,000	5,000	0		0	100.0%	
4303 Grant-4Youth	0	10,000	10,000	0		0	100.0%	
4305 Grant Christmas Lights	0	10,000	10,000	0		0	100.0%	
4306 Grant Party in the Park	0	0	3,000	3,000		3,000	0.0%	
4310 Grant Food and River Festival	0	5,000	3,000	(2,000)		(2,000)	166.7%	
4317 Grant Carnival	0	0	2,500	2,500		2,500	0.0%	
4330 Grant TIC	0	4,000	4,000	0		0	100.0%	
Grants :- Indirect Expenditure	592	39,045	53,500	14,455	0	14,455	73.0%	0

Net Expenditure **(592)** **(39,045)** **(53,500)** **(14,455)**

Finance, Admin & Performance :- Income	1	1,005,048	1,000,184	(4,864)			100.5%	
Expenditure	21,171	237,761	474,550	236,789	0	236,789	50.1%	

Movement to/(from) Gen Reserve **(21,171)** **767,287**

Asset Management & Amenities

<u>201 Town Hall</u>								
1034 Income Town Hall Bookings	696	1,201	2,000	799			60.1%	
Town Hall :- Income	696	1,201	2,000	799			60.1%	0
4000 Salaries ENI & Pension	1,313	1,313	0	(1,313)		(1,313)	0.0%	
4100 Gas	67	2,749	6,000	3,251		3,251	45.8%	
4101 Electricity	320	2,178	5,000	2,822		2,822	43.6%	
4102 Non Domestic Rates	1,060	7,424	10,000	2,576		2,576	74.2%	
4103 Water Rates	0	789	2,000	1,211		1,211	39.5%	
4104 Window Cleaning	200	1,784	1,600	(184)		(184)	111.5%	
4106 Repairs and Maintenance	0	2,990	6,000	3,010		3,010	49.8%	
4108 Service Contracts	390	4,749	10,500	5,751		5,751	45.2%	
4109 Trade Waste	0	0	1,400	1,400		1,400	0.0%	
4261 Building Condition Reps Works	0	2,880	70,000	67,120		67,120	4.1%	
Town Hall :- Indirect Expenditure	3,350	26,856	112,500	85,644	0	85,644	23.9%	0
Net Income over Expenditure	(2,654)	(25,655)	(110,500)	(84,845)				

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

Month No: 7

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
202 Asset and Amenities								
1027 Income - Amenity Services	0	4,204	3,000	(1,204)			140.1%	
Asset and Amenities :- Income	0	4,204	3,000	(1,204)			140.1%	0
4000 Salaries ENI & Pension	19,430	121,413	275,000	153,587		153,587	44.2%	
4027 Telephones and Mobiles	0	716	1,500	784		784	47.7%	
4075 Training	195	1,988	0	(1,988)		(1,988)	0.0%	
4150 Uniform/PPE	52	852	1,000	148		148	85.2%	
4151 Tools and Equipment	689	1,832	2,000	168		168	91.6%	
4153 Vehicle Running Costs	336	2,036	5,000	2,964		2,964	40.7%	
4156 Vehicle Leasing	1,273	7,215	5,800	(1,415)		(1,415)	124.4%	
4163 Repairs and Maintenance	459	980	8,000	7,020		7,020	12.2%	
4167 Street Furniture and Signage	0	1,139	7,500	6,361		6,361	15.2%	
4177 Churchyard maintenance	0	0	1,000	1,000		1,000	0.0%	
4186 Defibrillators	0	990	4,000	3,010		3,010	24.8%	
Asset and Amenities :- Indirect Expenditure	22,434	139,161	310,800	171,639	0	171,639	44.8%	0
Net Income over Expenditure	(22,434)	(134,958)	(307,800)	(172,842)				
203 Allotments								
1045 Income Allotments	20	260	5,000	4,740			5.2%	
Allotments :- Income	20	260	5,000	4,740			5.2%	0
4200 Water Rates - Allotments	0	1,190	1,200	10		10	99.2%	
4201 Maintenance - Allotments	0	887	1,000	113		113	88.7%	
Allotments :- Indirect Expenditure	0	2,077	2,200	123	0	123	94.4%	0
Net Income over Expenditure	20	(1,817)	2,800	4,617				
204 Pavilion and Car Park								
1046 Income - Pavilion	0	81	5,000	4,919			1.6%	
Pavilion and Car Park :- Income	0	81	5,000	4,919			1.6%	0
4050 Legal and Professional Fees	350	350	0	(350)		(350)	0.0%	
4250 Telephone - Pavilion	34	238	500	262		262	47.6%	
4252 Electricity	1,790	7,891	3,000	(4,891)		(4,891)	263.0%	
4254 Water - Pavilion	0	0	1,000	1,000		1,000	0.0%	
4255 Fire Safety Checks	0	355	250	(105)		(105)	142.0%	
4256 Maintenance - Pavilion	113	5,216	4,500	(716)		(716)	115.9%	
Pavilion and Car Park :- Indirect Expenditure	2,287	14,050	9,250	(4,800)	0	(4,800)	151.9%	0
Net Income over Expenditure	(2,287)	(13,969)	(4,250)	9,719				

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

Month No: 7

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
205 Public Toilets - Market Place								
1060 Contribution to running costs	0	6,000	7,500	1,500			80.0%	
Public Toilets - Market Place :- Income	0	6,000	7,500	1,500			80.0%	0
4101 Electricity	176	1,152	1,800	648		648	64.0%	
4103 Water Rates	189	790	3,000	2,210		2,210	26.3%	
4106 Repairs and Maintenance	0	150	1,000	850		850	15.0%	
4180 Cleaning	0	3,020	7,000	3,980		3,980	43.1%	
4185 Electricity supply: Toilets	0	218	0	(218)		(218)	0.0%	
Public Toilets - Market Place :- Indirect Expenditure	365	5,330	12,800	7,470	0	7,470	41.6%	0
Net Income over Expenditure	(365)	670	(5,300)	(5,970)				
206 Public Toilets - Bath Road								
4101 Electricity	0	521	1,400	879		879	37.2%	
4103 Water Rates	0	0	2,000	2,000		2,000	0.0%	
4106 Repairs and Maintenance	0	171	1,000	829		829	17.1%	
4180 Cleaning	0	3,690	7,000	3,310		3,310	52.7%	
4185 Electricity supply: Toilets	0	236	0	(236)		(236)	0.0%	
Public Toilets - Bath Road :- Indirect Expenditure	0	4,617	11,400	6,783	0	6,783	40.5%	0
Net Expenditure	0	(4,617)	(11,400)	(6,783)				
210 Corporate Properties								
1040 Income 31 Market Place	583	7,933	6,900	(1,033)			115.0%	
1048 Income Art House Cafe	500	3,500	6,000	2,500			58.3%	
Corporate Properties :- Income	1,083	11,433	12,900	1,467			88.6%	0
Net Income	1,083	11,433	12,900	1,467				
211 Art House Cafe								
4100 Gas	0	0	1,000	1,000		1,000	0.0%	
4175 Costs Art House Cafe	52	574	0	(574)		(574)	0.0%	
Art House Cafe :- Indirect Expenditure	52	574	1,000	426	0	426	57.4%	0
Net Expenditure	(52)	(574)	(1,000)	(426)				
212 Round House								
4101 Electricity	38	(1,327)	500	1,827		1,827	(265.3%)	
4103 Water Rates	0	55	240	185		185	22.8%	
4106 Repairs and Maintenance	0	78	1,000	922		922	7.8%	
Round House :- Indirect Expenditure	38	(1,194)	1,740	2,934	0	2,934	(68.6%)	0
Net Expenditure	(38)	1,194	(1,740)	(2,934)				

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

Month No: 7

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
213 31 Market Place								
4108 Service Contracts	85	85	1,000	915		915	8.5%	
31 Market Place :- Indirect Expenditure	85	85	1,000	915	0	915	8.5%	0
Net Expenditure	(85)	(85)	(1,000)	(915)				
215 Depot								
4101 Electricity	0	180	2,000	1,820		1,820	9.0%	
4102 Non Domestic Rates	241	1,687	2,500	813		813	67.5%	
4103 Water Rates	20	117	250	133		133	46.6%	
4106 Repairs and Maintenance	0	0	4,000	4,000		4,000	0.0%	
4159 Electric - Unit	88	1,106	0	(1,106)		(1,106)	0.0%	
4160 Leasing	2,058	9,262	12,350	3,088		3,088	75.0%	
4184 Fire security: Unit	0	94	300	206		206	31.3%	
Depot :- Indirect Expenditure	2,407	12,446	21,400	8,954	0	8,954	58.2%	0
Net Expenditure	(2,407)	(12,446)	(21,400)	(8,954)				
220 Play Areas and Open Spaces								
4157 Grasscutting	3,963	26,714	30,000	3,287		3,287	89.0%	
4158 Replacement Play Equipment	12,509	20,074	0	(20,074)		(20,074)	0.0%	
4165 Maintenance play areas	0	8,193	5,000	(3,193)		(3,193)	163.9%	
4169 Maintenance of trees	0	1,155	2,000	845		845	57.8%	
4179 Tree Planting	47	47	10,000	9,953		9,953	0.5%	
4193 Rospa checks: Play areas	0	252	1,600	1,348		1,348	15.8%	
Play Areas and Open Spaces :- Indirect Expenditure	16,519	56,434	48,600	(7,834)	0	(7,834)	116.1%	0
Net Expenditure	(16,519)	(56,434)	(48,600)	7,834				
221 King George V Park/Splashpad								
4101 Electricity	39	128	5,000	4,872		4,872	2.6%	
4106 Repairs and Maintenance	0	1,110	0	(1,110)		(1,110)	0.0%	
4108 Service Contracts	458	2,767	5,000	2,233		2,233	55.3%	
4199 Chemicals	0	2,605	2,000	(605)		(605)	130.2%	
4313 Sports Roadshow	0	2,246	5,000	2,754		2,754	44.9%	
4913 Water	0	0	7,000	7,000		7,000	0.0%	
King George V Park/Splashpad :- Indirect Expenditure	496	8,855	24,000	15,145	0	15,145	36.9%	0
Net Expenditure	(496)	(8,855)	(24,000)	(15,145)				

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
405 Solar Farm Projects								
1182 Solar money received	0	0	40,000	40,000			0.0%	
Solar Farm Projects :- Income	0	0	40,000	40,000			0.0%	0
4500 Solar Money Projects	0	0	40,000	40,000		40,000	0.0%	
Solar Farm Projects :- Indirect Expenditure	0	0	40,000	40,000	0	40,000	0.0%	0
Net Income over Expenditure	0	0	0	0				
Asset Management & Amenities :- Income	1,799	23,179	75,400	52,221			30.7%	
Expenditure	48,033	269,292	596,690	327,398	0	327,398	45.1%	
Movement to/(from) Gen Reserve	(46,234)	(246,113)						
Community Development								
302 Projects								
1020 Miscellaneous Income	20	117	0	(117)			0.0%	
1050 Grants Received	0	3,060	0	(3,060)			0.0%	
1052 Switch on Event - Stalls	300	1,042	0	(1,042)			0.0%	
1089 Income-Hanging Baskets	0	1,109	0	(1,109)			0.0%	
1179 Neighbourhood Plan	0	30	0	(30)			0.0%	
Projects :- Income	320	5,358	0	(5,358)				0
4073 Environmental Projects	0	1,134	2,500	1,366		1,366	45.4%	
4074 Neighbourhood Plan	9,064	18,921	2,000	(16,921)		(16,921)	946.0%	
4078 Community Projects	0	0	1,000	1,000		1,000	0.0%	
4080 Melksham in Bloom Competition	0	8	500	492		492	1.6%	
4081 Melksham Art Project	0	0	1,000	1,000		1,000	0.0%	
4304 Switch on Event	0	1,658	6,000	4,342		4,342	27.6%	
4321 Coronation	0	6,857	4,500	(2,357)		(2,357)	152.4%	
4322 Age UK Project Worker	0	5,271	0	(5,271)		(5,271)	0.0%	
Projects :- Indirect Expenditure	9,064	33,849	17,500	(16,349)	0	(16,349)	193.4%	0
Net Income over Expenditure	(8,744)	(28,491)	(17,500)	10,991				
Community Development :- Income	320	5,358	0	(5,358)			0.0%	
Expenditure	9,064	33,849	17,500	(16,349)	0	(16,349)	193.4%	
Movement to/(from) Gen Reserve	(8,744)	(28,491)						

Economic Development

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
403 Economic Dev. and Planning								
1030 Income-Melksham Makers Market	0	198	2,000	1,802			9.9%	
1089 Income-Hanging Baskets	0	154	1,300	1,146			11.8%	
Economic Dev. and Planning :- Income	0	352	3,300	2,948			10.7%	0
4071 Town Floral Displays	0	6,084	10,000	3,916		3,916	60.8%	
4309 Newsletter	0	0	5,000	5,000		5,000	0.0%	
4328 Electric/ Climate Development	0	0	1,000	1,000		1,000	0.0%	
4354 Parking Scheme	163	562	500	(62)		(62)	112.3%	
4356 Highways projects CATG	0	2,148	10,000	7,852		7,852	21.5%	
4922 Publicity & Marketing	0	0	1,500	1,500		1,500	0.0%	
4925 Town Development	0	688	15,000	14,313		14,313	4.6%	
Economic Dev. and Planning :- Indirect Expenditure	163	9,481	43,000	33,519	0	33,519	22.0%	0
Net Income over Expenditure	(163)	(9,129)	(39,700)	(30,571)				
Economic Development :- Income	0	352	3,300	2,948			10.7%	
Expenditure	163	9,481	43,000	33,519	0	33,519	22.0%	
Movement to/(from) Gen Reserve	(163)	(9,129)						

Assembly Hall**501 Assembly Hall Central Costs**

1000 Income-Assembly Hall Lettings	3,501	17,256	50,000	32,744			34.5%	
Assembly Hall Central Costs :- Income	3,501	17,256	50,000	32,744			34.5%	0
4000 Salaries ENI & Pension	5,964	43,920	85,000	41,080		41,080	51.7%	
4005 Temporary Staff	137	3,221	0	(3,221)		(3,221)	0.0%	
4900 Uniforms	0	0	500	500		500	0.0%	
4905 Cleaning Materials	465	1,193	2,000	807		807	59.6%	
4907 Stationery/Printing/Postage	0	(1)	150	151		151	(0.7%)	
4909 Licences	0	1,512	4,500	2,988	3,500	(512)	111.4%	
4911 Electricity	1,198	8,879	13,500	4,621		4,621	65.8%	
4912 Gas	14	126	350	224		224	36.0%	
4913 Water	202	991	2,600	1,609		1,609	38.1%	
4914 Rates	861	6,025	9,500	3,475		3,475	63.4%	
4916 Maintenance-Equipment	55	5,174	7,500	2,326		2,326	69.0%	
4917 Service Contracts	1,722	7,608	12,000	4,392		4,392	63.4%	
4918 Maintenance	145	5,077	7,000	1,924		1,924	72.5%	
4922 Publicity & Marketing	374	4,017	5,000	984		984	80.3%	
4924 Telephone: security alarms	0	0	300	300		300	0.0%	
4927 Stocktaking	0	260	600	340		340	43.3%	

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Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4929 AIB	0	0	2,000	2,000		2,000	0.0%	
4958 Event Security	120	390	1,500	1,110		1,110	26.0%	
Assembly Hall Central Costs :- Indirect Expenditure	11,255	88,389	154,000	65,611	3,500	62,111	59.7%	0
Net Income over Expenditure	(7,754)	(71,133)	(104,000)	(32,867)				
510 Assembly Hall Events								
1004 Film shows	0	138	600	462			22.9%	
1173 Live Shows - Hall Hire	3,680	14,238	2,000	(12,238)			711.9%	
Assembly Hall Events :- Income	3,680	14,375	2,600	(11,775)			552.9%	0
4919 Films: expenses and contract	0	10	300	290		290	3.3%	
4954 PA and Lighting Costs	700	1,870	1,000	(870)		(870)	187.0%	
4960 Live entertainment:	0	5,023	1,000	(4,023)		(4,023)	502.3%	
Assembly Hall Events :- Indirect Expenditure	700	6,903	2,300	(4,603)	0	(4,603)	300.1%	0
Net Income over Expenditure	2,980	7,472	300	(7,172)				
520 Assembly Hall Bar and Catering								
1001 Income-Assembly Hall Bar	2,989	19,412	55,000	35,588			35.3%	
Assembly Hall Bar and Catering :- Income	2,989	19,412	55,000	35,588			35.3%	0
4901 Catering Stock Purchases	14	34	0	(34)		(34)	0.0%	
4903 Bar Stock Purchases	2,796	7,739	24,750	17,011		17,011	31.3%	
Assembly Hall Bar and Catering :- Indirect Expenditure	2,810	7,773	24,750	16,977	0	16,977	31.4%	0
Net Income over Expenditure	179	11,639	30,250	18,611				
Assembly Hall :- Income	10,170	51,043	107,600	56,557			47.4%	
Expenditure	14,765	103,066	181,050	77,984	3,500	74,484	58.9%	
Movement to/(from) Gen Reserve	(4,595)	(52,022)						

Earmarked Reserves**901 Earmarked Reserves**

1180 CIL Received	0	1,140	0	(1,140)			0.0%	
Earmarked Reserves :- Income	0	1,140	0	(1,140)				0
9202 Unplanned Maintenance	22,278	31,920	67,109	35,189		35,189	47.6%	
9204 Town Team Project	0	0	5,000	5,000		5,000	0.0%	
9218 Election expenses	9,631	9,631	14,830	5,199		5,199	64.9%	
9235 Market Town Initiative	0	3,864	20,000	16,136		16,136	19.3%	

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

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Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
9241 Cil Eadt Melksham Comm Hall	0	0	315,030	315,030		315,030	0.0%	
9243 Green Spaces	860	9,327	10,743	1,416		1,416	86.8%	
9244 Major Projects Reserve	5,200	57,068	278,945	221,877		221,877	20.5%	
9245 Solar Money	0	41,959	95,933	53,974		53,974	43.7%	
9246 Precept Support Fund	0	0	45,000	45,000		45,000	0.0%	
9248 CIL	0	0	52,520	52,520		52,520	0.0%	
Earmarked Reserves :- Indirect Expenditure	37,969	153,768	905,110	751,342	0	751,342	17.0%	0
Net Income over Expenditure	(37,969)	(152,628)	(905,110)	(752,482)				
902 Sinking Funds								
9203 Recreation Fund	0	0	2,130	2,130		2,130	0.0%	
9228 Office Equipment	0	0	4,275	4,275		4,275	0.0%	
9232 Street Furniture	0	0	13,837	13,837		13,837	0.0%	
9233 Equipment Replacement	0	0	21,000	21,000		21,000	0.0%	
Sinking Funds :- Indirect Expenditure	0	0	41,242	41,242	0	41,242	0.0%	0
Net Expenditure	0	0	(41,242)	(41,242)				
Earmarked Reserves :- Income	0	1,140	0	(1,140)			0.0%	
Expenditure	37,969	153,768	946,352	792,584	0	792,584	16.2%	
Movement to/(from) Gen Reserve	(37,969)	(152,628)						
Grand Totals:- Income	12,290	1,086,120	1,186,484	100,364			91.5%	
Expenditure	131,165	807,216	2,259,142	1,451,926	3,500	1,448,426	35.9%	
Net Income over Expenditure	(118,876)	278,903	(1,072,658)	(1,351,561)				
Movement to/(from) Gen Reserve	(118,876)	278,903						

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Detailed Income & Expenditure by Budget Heading 30/11/2023

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Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Finance, Admin & Performance</u>								
<u>101 Central Costs</u>								
4000 Salaries ENI & Pension	21,759	143,561	300,500	156,939		156,939	47.8%	
4005 Temporary Staff	0	135	0	(135)		(135)	0.0%	
4016 Sundry Office Expenses	82	578	0	(578)		(578)	0.0%	
4021 Stationery	32	967	500	(467)		(467)	193.3%	
4023 Advertising	0	(38)	500	538		538	(7.7%)	
4024 Equipment/furniture	0	665	1,000	335		335	66.5%	
4026 Photocopier/copying	149	1,109	750	(359)		(359)	147.8%	
4027 Telephones and Mobiles	0	1,493	3,000	1,507		1,507	49.8%	
4028 Postage	2	142	500	358		358	28.3%	
4029 Subscriptions	0	1,896	3,500	1,604		1,604	54.2%	
4040 Information Technology/Hardware	780	1,322	20,000	18,678		18,678	6.6%	
4042 Licences/Software	643	14,740	7,000	(7,740)		(7,740)	210.6%	
4058 Insurance	2,220	36,631	38,000	1,369		1,369	96.4%	
4061 Travel	280	646	500	(146)		(146)	129.3%	
4075 Training	0	2,846	6,000	3,154		3,154	47.4%	
Central Costs :- Indirect Expenditure	25,947	206,693	381,750	175,057	0	175,057	54.1%	0
Net Expenditure	(25,947)	(206,693)	(381,750)	(175,057)				
<u>110 Corporate Costs</u>								
1026 Income Interest	0	4,726	400	(4,326)			1181.5%	
1176 Precept Received	0	999,784	999,784	0			100.0%	
Corporate Costs :- Income	0	1,004,510	1,000,184	(4,326)			100.4%	0
4017 Bank account fees	37	299	500	201		201	59.7%	
4043 HR consultancy	0	4,095	7,500	3,405		3,405	54.6%	
4050 Legal and Professional Fees	248	3,509	7,000	3,491		3,491	50.1%	
4057 Accountancy and Audit	600	6,469	12,000	5,531		5,531	53.9%	
4076 Health & Safety	0	1,696	3,500	1,804		1,804	48.5%	
Corporate Costs :- Indirect Expenditure	885	16,068	30,500	14,432	0	14,432	52.7%	0
Net Income over Expenditure	(885)	988,442	969,684	(18,758)				
<u>115 Civic and Democratic</u>								
1016 Receipts - Mayors Reception	0	538	0	(538)			0.0%	
Civic and Democratic :- Income	0	538	0	(538)				0
4030 Town Crier's expenses	0	0	300	300		300	0.0%	
4034 Councillors' training	0	0	1,000	1,000		1,000	0.0%	

Detailed Income & Expenditure by Budget Heading 30/11/2023

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Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4062 Election Expenses	0	0	2,000	2,000		2,000	0.0%	
4070 Mayor's Allowance	0	1,000	1,000	0		0	100.0%	
4085 Civic and Ceremonial	351	2,133	3,500	1,367		1,367	61.0%	
4311 Remembrance Day	755	760	1,000	240		240	76.0%	
Civic and Democratic :- Indirect Expenditure	1,106	3,893	8,800	4,907	0	4,907	44.2%	0
Net Income over Expenditure	(1,106)	(3,355)	(8,800)	(5,445)				
151 Grants								
4301 Grants	0	5,045	16,000	10,955		10,955	31.5%	
4302 Grant CAB	0	5,000	5,000	0		0	100.0%	
4303 Grant-4Youth	0	10,000	10,000	0		0	100.0%	
4305 Grant Christmas Lights	0	10,000	10,000	0		0	100.0%	
4306 Grant Party in the Park	0	0	3,000	3,000		3,000	0.0%	
4310 Grant Food and River Festival	0	5,000	3,000	(2,000)		(2,000)	166.7%	
4317 Grant Carnival	0	0	2,500	2,500		2,500	0.0%	
4330 Grant TIC	0	4,000	4,000	0		0	100.0%	
Grants :- Indirect Expenditure	0	39,045	53,500	14,455	0	14,455	73.0%	0
Net Expenditure	0	(39,045)	(53,500)	(14,455)				
Finance, Admin & Performance :- Income	0	1,005,048	1,000,184	(4,864)			100.5%	
Expenditure	27,938	265,699	474,550	208,851	0	208,851	56.0%	
Movement to/(from) Gen Reserve	(27,938)	739,349						

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Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Asset Management & Amenities</u>								
<u>201 Town Hall</u>								
1034 Income Town Hall Bookings	10	1,211	2,000	789			60.6%	
Town Hall :- Income	10	1,211	2,000	789			60.6%	0
4000 Salaries ENI & Pension	1,360	2,673	0	(2,673)		(2,673)	0.0%	
4100 Gas	329	3,079	6,000	2,921		2,921	51.3%	
4101 Electricity	382	2,560	5,000	2,440		2,440	51.2%	
4102 Non Domestic Rates	1,060	8,484	10,000	1,516		1,516	84.8%	
4103 Water Rates	3	792	2,000	1,208		1,208	39.6%	
4104 Window Cleaning	200	1,984	1,600	(384)		(384)	124.0%	
4106 Repairs and Maintenance	89	3,078	6,000	2,922		2,922	51.3%	
4108 Service Contracts	1,116	5,865	10,500	4,635		4,635	55.9%	
4109 Trade Waste	0	0	1,400	1,400		1,400	0.0%	
4261 Building Condition Reps Works	0	2,880	70,000	67,120		67,120	4.1%	
Town Hall :- Indirect Expenditure	4,539	31,395	112,500	81,105	0	81,105	27.9%	0
Net Income over Expenditure	(4,529)	(30,184)	(110,500)	(80,316)				
<u>202 Asset and Amenities</u>								
1027 Income - Amenity Services	30	4,234	3,000	(1,234)			141.1%	
Asset and Amenities :- Income	30	4,234	3,000	(1,234)			141.1%	0
4000 Salaries ENI & Pension	17,154	138,567	275,000	136,433		136,433	50.4%	
4027 Telephones and Mobiles	0	716	1,500	784		784	47.7%	
4075 Training	450	2,438	0	(2,438)		(2,438)	0.0%	
4150 Uniform/PPE	52	905	1,000	95		95	90.5%	
4151 Tools and Equipment	34	1,865	2,000	135		135	93.3%	
4153 Vehicle Running Costs	316	2,352	5,000	2,648		2,648	47.0%	
4156 Vehicle Leasing	1,299	8,515	5,800	(2,715)		(2,715)	146.8%	
4163 Repairs and Maintenance	346	1,326	8,000	6,674		6,674	16.6%	
4167 Street Furniture and Signage	3,542	4,681	7,500	2,819		2,819	62.4%	
4177 Churchyard maintenance	0	0	1,000	1,000		1,000	0.0%	
4186 Defibrillators	0	990	4,000	3,010		3,010	24.8%	
Asset and Amenities :- Indirect Expenditure	23,193	162,354	310,800	148,446	0	148,446	52.2%	0
Net Income over Expenditure	(23,163)	(158,121)	(307,800)	(149,679)				
<u>203 Allotments</u>								
1045 Income Allotments	20	280	5,000	4,720			5.6%	
Allotments :- Income	20	280	5,000	4,720			5.6%	0

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4200 Water Rates - Allotments	0	1,190	1,200	10		10	99.2%	
4201 Maintenance - Allotments	0	887	1,000	113		113	88.7%	
Allotments :- Indirect Expenditure	0	2,077	2,200	123	0	123	94.4%	0
Net Income over Expenditure	20	(1,797)	2,800	4,597				
204 Pavilion and Car Park								
1046 Income - Pavilion	3,057	3,138	5,000	1,862			62.8%	
Pavilion and Car Park :- Income	3,057	3,138	5,000	1,862			62.8%	0
4050 Legal and Professional Fees	0	350	0	(350)		(350)	0.0%	
4250 Telephone - Pavilion	34	272	500	228		228	54.4%	
4252 Electricity	0	7,891	3,000	(4,891)		(4,891)	263.0%	
4254 Water - Pavilion	0	0	1,000	1,000		1,000	0.0%	
4255 Fire Safety Checks	0	355	250	(105)		(105)	142.0%	
4256 Maintenance - Pavilion	995	6,212	4,500	(1,712)		(1,712)	138.0%	
Pavilion and Car Park :- Indirect Expenditure	1,029	15,079	9,250	(5,829)	0	(5,829)	163.0%	0
Net Income over Expenditure	2,028	(11,941)	(4,250)	7,691				
205 Public Toilets - Market Place								
1060 Contribution to running costs	0	6,000	7,500	1,500			80.0%	
Public Toilets - Market Place :- Income	0	6,000	7,500	1,500			80.0%	0
4101 Electricity	123	1,493	1,800	307		307	82.9%	
4103 Water Rates	189	979	3,000	2,021		2,021	32.6%	
4106 Repairs and Maintenance	0	150	1,000	850		850	15.0%	
4180 Cleaning	503	3,523	7,000	3,477		3,477	50.3%	
Public Toilets - Market Place :- Indirect Expenditure	815	6,146	12,800	6,654	0	6,654	48.0%	0
Net Income over Expenditure	(815)	(146)	(5,300)	(5,154)				
206 Public Toilets - Bath Road								
4101 Electricity	216	737	1,400	663		663	52.6%	
4103 Water Rates	0	0	2,000	2,000		2,000	0.0%	
4106 Repairs and Maintenance	225	396	1,000	604		604	39.6%	
4180 Cleaning	615	4,305	7,000	2,695		2,695	61.5%	
4185 Electricity supply: Toilets	0	236	0	(236)		(236)	0.0%	
Public Toilets - Bath Road :- Indirect Expenditure	1,055	5,673	11,400	5,727	0	5,727	49.8%	0
Net Expenditure	(1,055)	(5,673)	(11,400)	(5,727)				

Detailed Income & Expenditure by Budget Heading 30/11/2023

Month No: 8

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
210 Corporate Properties								
1040 Income 31 Market Place	583	8,517	6,900	(1,617)			123.4%	
1048 Income Art House Cafe	500	4,000	6,000	2,000			66.7%	
Corporate Properties :- Income	1,083	12,517	12,900	383			97.0%	0
Net Income	1,083	12,517	12,900	383				
211 Art House Cafe								
4100 Gas	0	0	1,000	1,000		1,000	0.0%	
4108 Service Contracts	357	357	0	(357)		(357)	0.0%	
4175 Costs Art House Cafe	122	696	0	(696)		(696)	0.0%	
Art House Cafe :- Indirect Expenditure	479	1,053	1,000	(53)	0	(53)	105.3%	0
Net Expenditure	(479)	(1,053)	(1,000)	53				
212 Round House								
4101 Electricity	29	(1,298)	500	1,798		1,798	(259.6%)	
4103 Water Rates	0	55	240	185		185	22.8%	
4106 Repairs and Maintenance	415	493	1,000	507		507	49.3%	
Round House :- Indirect Expenditure	443	(750)	1,740	2,490	0	2,490	(43.1%)	0
Net Expenditure	(443)	750	(1,740)	(2,490)				
213 31 Market Place								
4108 Service Contracts	0	85	1,000	915		915	8.5%	
31 Market Place :- Indirect Expenditure	0	85	1,000	915	0	915	8.5%	0
Net Expenditure	0	(85)	(1,000)	(915)				
215 Depot								
4101 Electricity	85	266	2,000	1,734		1,734	13.3%	
4102 Non Domestic Rates	1,471	3,158	2,500	(658)		(658)	126.3%	
4103 Water Rates	20	136	250	114		114	54.5%	
4106 Repairs and Maintenance	0	0	4,000	4,000		4,000	0.0%	
4159 Electric - Unit	0	1,106	0	(1,106)		(1,106)	0.0%	
4160 Leasing	2,058	11,321	12,350	1,029		1,029	91.7%	
4184 Fire security: Unit	0	94	300	206		206	31.3%	
Depot :- Indirect Expenditure	3,634	16,081	21,400	5,319	0	5,319	75.1%	0
Net Expenditure	(3,634)	(16,081)	(21,400)	(5,319)				

Detailed Income & Expenditure by Budget Heading 30/11/2023

Month No: 8

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
220 Play Areas and Open Spaces								
4157 Grasscutting	6,055	32,769	30,000	(2,769)		(2,769)	109.2%	
4158 Replacement Play Equipment	0	20,074	0	(20,074)		(20,074)	0.0%	
4165 Maintenance play areas	0	8,193	5,000	(3,193)		(3,193)	163.9%	
4169 Maintenance of trees	0	1,155	2,000	845		845	57.8%	
4179 Tree Planting	0	47	10,000	9,953		9,953	0.5%	
4193 Rospa checks: Play areas	0	252	1,600	1,348		1,348	15.8%	
Play Areas and Open Spaces :- Indirect Expenditure	6,055	62,489	48,600	(13,889)	0	(13,889)	128.6%	0
Net Expenditure	(6,055)	(62,489)	(48,600)	13,889				
221 King George V Park/Splashpad								
4101 Electricity	1,422	1,550	5,000	3,451		3,451	31.0%	
4106 Repairs and Maintenance	0	1,110	0	(1,110)		(1,110)	0.0%	
4108 Service Contracts	815	3,582	5,000	1,418		1,418	71.6%	
4199 Chemicals	0	2,605	2,000	(605)		(605)	130.2%	
4313 Sports Roadshow	599	2,845	5,000	2,155		2,155	56.9%	
4913 Water - DO NOT USE	0	0	7,000	7,000		7,000	0.0%	
King George V Park/Splashpad :- Indirect Expenditure	2,836	11,691	24,000	12,309	0	12,309	48.7%	0
Net Expenditure	(2,836)	(11,691)	(24,000)	(12,309)				
405 Solar Farm Projects								
1182 Solar money received	48,105	48,105	40,000	(8,105)			120.3%	
Solar Farm Projects :- Income	48,105	48,105	40,000	(8,105)			120.3%	0
4500 Solar Money Projects	0	0	40,000	40,000		40,000	0.0%	
Solar Farm Projects :- Indirect Expenditure	0	0	40,000	40,000	0	40,000	0.0%	0
Net Income over Expenditure	48,105	48,105	0	(48,105)				
Asset Management & Amenities :- Income	52,306	75,485	75,400	(85)			100.1%	
Expenditure	44,081	313,372	596,690	283,318	0	283,318	52.5%	
Movement to/(from) Gen Reserve	8,225	(237,887)						

Detailed Income & Expenditure by Budget Heading 30/11/2023

Month No: 8

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Community Development</u>								
302 Projects								
1020 Miscellaneous Income	0	117	0	(117)			0.0%	
1050 Grants Received	0	3,060	0	(3,060)			0.0%	
1052 Switch on Event - Stalls	1,972	3,014	0	(3,014)			0.0%	
1179 Neighbourhood Plan	0	30	0	(30)			0.0%	
Projects :- Income	1,972	6,220	0	(6,220)				0
4073 Environmental Projects	0	1,134	2,500	1,366		1,366	45.4%	
4074 Neighbourhood Plan	873	19,793	2,000	(17,793)		(17,793)	989.7%	
4078 Community Projects	524	524	1,000	476		476	52.4%	
4080 Melksham in Bloom Competition	0	8	500	492		492	1.6%	
4081 Melksham Art Project	0	0	1,000	1,000		1,000	0.0%	
4304 Switch on Event	2,900	4,558	6,000	1,442		1,442	76.0%	
4321 Coronation	0	6,857	4,500	(2,357)		(2,357)	152.4%	
4322 Age UK Project Worker	2,875	8,146	0	(8,146)		(8,146)	0.0%	
Projects :- Indirect Expenditure	7,172	41,020	17,500	(23,520)	0	(23,520)	234.4%	0
Net Income over Expenditure	(5,200)	(34,800)	(17,500)	17,300				
Community Development :- Income	1,972	6,220	0	(6,220)			0.0%	
Expenditure	7,172	41,020	17,500	(23,520)	0	(23,520)	234.4%	
Movement to/(from) Gen Reserve	(5,200)	(34,800)						

Detailed Income & Expenditure by Budget Heading 30/11/2023

Month No: 8

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Economic Development</u>								
403 <u>Economic Dev. and Planning</u>								
1030 Income-Melksham Makers Market	0	198	2,000	1,802			9.9%	
1089 Income-Hanging Baskets	0	1,263	1,300	37			97.2%	
Economic Dev. and Planning :- Income	0	1,461	3,300	1,839			44.3%	0
4071 Town Floral Displays	0	6,084	10,000	3,916		3,916	60.8%	
4308 CCTV	560	560	0	(560)		(560)	0.0%	
4309 Newsletter	0	0	5,000	5,000		5,000	0.0%	
4328 Electric/ Climate Development	0	0	1,000	1,000		1,000	0.0%	
4354 Parking Scheme	255	817	500	(317)		(317)	163.4%	
4356 LHFIG	0	2,148	10,000	7,852		7,852	21.5%	
4922 Publicity & Marketing	0	0	1,500	1,500		1,500	0.0%	
4925 Town Development	0	688	15,000	14,313		14,313	4.6%	
Economic Dev. and Planning :- Indirect Expenditure	815	10,296	43,000	32,704	0	32,704	23.9%	0
Net Income over Expenditure	(815)	(8,835)	(39,700)	(30,865)				
Economic Development :- Income	0	1,461	3,300	1,839			44.3%	
Expenditure	815	10,296	43,000	32,704	0	32,704	23.9%	
Movement to/(from) Gen Reserve	(815)	(8,835)						

Detailed Income & Expenditure by Budget Heading 30/11/2023

Month No: 8

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Assembly Hall								
501 Assembly Hall Central Costs								
1000 Income-Assembly Hall Lettings	1,501	18,757	50,000	31,243			37.5%	
Assembly Hall Central Costs :- Income	1,501	18,757	50,000	31,243			37.5%	0
4000 Salaries ENI & Pension	6,083	50,002	85,000	34,998		34,998	58.8%	
4005 Temporary Staff	0	3,221	0	(3,221)		(3,221)	0.0%	
4900 Uniforms	0	0	500	500		500	0.0%	
4905 Cleaning Materials	0	1,193	2,000	807		807	59.6%	
4907 Stationery/Printing/Postage	53	52	150	98		98	34.4%	
4909 Licences	0	1,512	4,500	2,988	3,500	(512)	111.4%	
4911 Electricity	1,242	10,121	13,500	3,379		3,379	75.0%	
4912 Gas	28	154	350	196		196	44.0%	
4913 Water - DO NOT USE	206	1,197	2,600	1,403		1,403	46.1%	
4914 Rates	861	6,886	9,500	2,614		2,614	72.5%	
4915 Equipment	115	115	0	(115)		(115)	0.0%	
4916 Maintenance-Equipment	0	5,174	7,500	2,326		2,326	69.0%	
4917 Service Contracts	268	7,876	12,000	4,124		4,124	65.6%	
4918 Maintenance	450	5,527	7,000	1,474		1,474	79.0%	
4922 Publicity & Marketing	316	4,333	5,000	667		667	86.7%	
4924 Telephone: security alarms	0	0	300	300		300	0.0%	
4927 Stocktaking	130	390	600	210		210	65.0%	
4929 AIB	0	0	2,000	2,000		2,000	0.0%	
4958 Event Security	0	390	1,500	1,110		1,110	26.0%	
Assembly Hall Central Costs :- Indirect Expenditure	9,752	98,141	154,000	55,859	3,500	52,359	66.0%	0
Net Income over Expenditure	(8,252)	(79,385)	(104,000)	(24,615)				
510 Assembly Hall Events								
1004 Film shows	0	138	600	462			22.9%	
1173 Live Shows - Hall Hire	961	15,199	2,000	(13,199)			760.0%	
Assembly Hall Events :- Income	961	15,337	2,600	(12,737)			589.9%	0
4919 Films: expenses and contract	0	10	300	290		290	3.3%	
4954 PA and Lighting Costs	1,100	2,970	1,000	(1,970)		(1,970)	297.0%	
4958 Event Security	120	120	0	(120)		(120)	0.0%	
4960 Live entertainment:	0	5,023	1,000	(4,023)		(4,023)	502.3%	
Assembly Hall Events :- Indirect Expenditure	1,220	8,123	2,300	(5,823)	0	(5,823)	353.2%	0
Net Income over Expenditure	(259)	7,213	300	(6,913)				

Detailed Income & Expenditure by Budget Heading 30/11/2023

Month No: 8

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
520 Assembly Hall Bar and Catering								
1001 Income-Assembly Hall Bar	12,571	31,983	55,000	23,017			58.2%	
Assembly Hall Bar and Catering :- Income	12,571	31,983	55,000	23,017			58.2%	0
4901 Catering Stock Purchases	331	366	0	(366)		(366)	0.0%	
4903 Bar Stock Purchases	4,224	11,963	24,750	12,787		12,787	48.3%	
Assembly Hall Bar and Catering :- Indirect Expenditure	4,556	12,329	24,750	12,421	0	12,421	49.8%	0
Net Income over Expenditure	8,015	19,654	30,250	10,596				
Assembly Hall :- Income	15,033	66,076	107,600	41,524			61.4%	
Expenditure	15,528	118,594	181,050	62,456	3,500	58,956	67.4%	
Movement to/(from) Gen Reserve	(495)	(52,517)						

Detailed Income & Expenditure by Budget Heading 30/11/2023

Month No: 8

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Earmarked Reserves								
<u>901 Earmarked Reserves</u>								
1180 CIL Received	0	1,140	0	(1,140)			0.0%	
Earmarked Reserves :- Income	<u>0</u>	<u>1,140</u>	<u>0</u>	<u>(1,140)</u>				<u>0</u>
9202 Unplanned Maintenance	15,600	47,520	67,109	19,589		19,589	70.8%	
9204 Town Team Project	0	0	5,000	5,000		5,000	0.0%	
9218 Election expenses	0	9,631	14,830	5,199		5,199	64.9%	
9235 Market Town Initiative	0	3,864	20,000	16,136		16,136	19.3%	
9241 Cil East of Melksham Comm Hall	0	0	315,030	315,030		315,030	0.0%	
9243 Green Spaces	105	9,432	10,743	1,311		1,311	87.8%	
9244 Major Projects Reserve	49,456	106,525	278,945	172,420		172,420	38.2%	
9245 Solar Money	0	41,959	144,038	102,079		102,079	29.1%	
9246 Precept Support Fund	0	0	45,000	45,000		45,000	0.0%	
9248 CIL	0	0	52,520	52,520		52,520	0.0%	
Earmarked Reserves :- Indirect Expenditure	<u>65,161</u>	<u>218,929</u>	<u>953,215</u>	<u>734,286</u>	<u>0</u>	<u>734,286</u>	<u>23.0%</u>	<u>0</u>
Net Income over Expenditure	<u>(65,161)</u>	<u>(217,790)</u>	<u>(953,215)</u>	<u>(735,425)</u>				
<u>902 Sinking Funds</u>								
9203 Recreation Fund	0	0	2,130	2,130		2,130	0.0%	
9228 Office Equipment	0	0	4,275	4,275		4,275	0.0%	
9232 Street Furniture	0	0	13,837	13,837		13,837	0.0%	
9233 Equipment Replacement	0	0	21,000	21,000		21,000	0.0%	
Sinking Funds :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>41,242</u>	<u>41,242</u>	<u>0</u>	<u>41,242</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>0</u>	<u>(41,242)</u>	<u>(41,242)</u>				
Earmarked Reserves :- Income	0	1,140	0	(1,140)			0.0%	
Expenditure	65,161	218,929	994,457	775,528	0	775,528	22.0%	
Movement to/(from) Gen Reserve	<u>(65,161)</u>	<u>(217,790)</u>						
Grand Totals:- Income	69,311	1,155,431	1,186,484	31,053			97.4%	
Expenditure	160,695	967,911	2,307,247	1,339,336	3,500	1,335,836	42.1%	
Net Income over Expenditure	<u>(91,384)</u>	<u>187,520</u>	<u>(1,120,763)</u>	<u>(1,308,283)</u>				
Movement to/(from) Gen Reserve	<u>(91,384)</u>	<u>187,520</u>						

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Melksham Town Council
Earmarked Reserves 31 March 2024
Schedule E
30.11.2023

	Balance at 1.04.2022	Added in Year	Total Spent	Projected Spend 23-24	Closing Balance
<u>Earmarked Reserves</u>					
Unplanned Maintenance	67,109		47,520		19,589
Election Expenses	14,830		9,631		5,199
Green Spaces	10,743		9,432		1,311
Major Projects Reserve	278,945		106,525		172,420
Precept Contribution	45,000				45,000
Town Team Project	5,000				5,000
Jubilee Celebrations	0				0
Market Town Initiative	20,000		3,864		16,136
	441,627	0	176,972	0	264,655
<u>Sinking Funds</u>					
Recreation Fund	2,130				2,130
Office Equipment	4,275				4,275
Street Furniture	13,837				13,837
Equipment Replacement	21,000				21,000
	41,242	0	0	0	41,242
<u>Specific Reserves</u>					
CIL	52,520	1,140			53,660
CIL East Melksam Community Hall	315,030				315,030
Solar Money	95,933	48,105	41,959		102,079
	463,483	49,245	41,959	0	470,769
Total Reserves	946,352	49,245	218,931	0	776,666

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