



## **AGENDA**

**Elsea Park Community Trust Board Meeting  
Thursday 2<sup>nd</sup> August 2018 – 19:00**

**Venue: Meeting Room, The Centre @ Elsea Park**

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<b>Time</b>	<b>Item</b>	
<b>19:00</b>	<b>1</b>	<b>Welcome and Apologies</b> <b>JB</b>
<b>19:05</b>	<b>2</b>	<b>Minutes from previous meeting held on 5<sup>th</sup> July 2018</b> <b>JB</b>
<b>19:10</b>	<b>3</b>	<b>Matters arising from the Minutes</b> <b>All</b>
<b>19:20</b>	<b>4</b>	<b>Management report</b> <b>BC</b>
<b>19:40</b>	<b>5</b>	<b>Monthly Finance Report</b> <b>BC</b>
<b>20:00</b>	<b>6</b>	<b>General Data Protection Requirements (GDPR)</b> <b>BC</b>
<b>20:05</b>	<b>7</b>	<b>Directors Items</b> <b>All</b>
<b>20:25</b>	<b>8</b>	<b>Any Other Business</b> <b>All</b>
<b>20:35</b>	<b>9</b>	<b>Date of the next meeting: Thursday 6<sup>th</sup> September 2018</b> <b>All</b>

**Elsea Park Community Trust Board Meeting Minutes**  
**Thursday 2<sup>nd</sup> August, 2018**

<b>Present:</b>		
Jono Brough	JB	Owner Director (Chair)
Jo Derrick	JD	School's Representative
Peggy Kent	PF	Resident Director
<b>In Attendance:</b>		
Barry Cook	BC	Trust Manager
Bea Laidler	BL	Finance and Admin Officer
Mark Underwood	MU	Prospective Owner Director

The meeting opened at 19:00

## **1. Welcome and Apologies for Absence**

INTERESTS IN PROPOSED TRANSACTIONS AND/OR ARRANGEMENTS WITH THE COMPANY.

1.1 In accordance with the Company's articles of association and s.177 Companies Act 2006, each director present who was in any way, directly or indirectly, interested in the business of the meeting is required to declare the nature and extent of this interest (Interest) to the other directors, save to the extent that such Interest was the subject of a notice in writing or general notice or the other directors were already aware of it (or ought reasonably to have been aware of it).

1.2 JB welcomed everyone to the meeting and thanked them for attending.

1.3 Apologies have been received from Michael Marren, James Fordham, Paul Fellows, Robert Reid and Dan Browne.

## **2. Minutes from the Previous Meeting Held on 5<sup>th</sup> July 2018**

The minutes of the previous meeting were reviewed and accepted as a true record of that meeting.

## **3. Matters arising from the Minutes**

3.1 Item 8.4: Staff Appraisals – BC held a meeting with staff and asked for ideas that they feel should be included in the new streamlined appraisal. JB will also consider how his vision of the appraisal should look.

**Action BC/JB**

3.2 Item 2: Investment Opportunities – five of the seven directors responded to the request for comments on the investment proposals and all had agreed that only cash investments should be considered so that no capital is at risk, even if this results in lower returns.

3.3 Item 2: BL had investigated the best interest paying cash investment accounts. BC suggested limiting the investment to £85,000 with each provider to ensure FCSC protection.

It was proposed by JD and seconded by PK that The Trust should make five separate investments of £85,000 with different providers. The vote was unanimous.

**Action BC/BL**

3.4 JB agreed to contact PR to thank him for his proposals and advise him of The Board's decision to adopt a different strategy.

**Action JB**

3.5 Item 5.4: Defibrillator & Basic Life Support Training - Nine people had attended the course and excellent feedback was received. It was agreed to run a further two courses, with additional courses being organised if the take up warrants it. BL agreed to contact M-Fire for dates.

**Action BL**

3.6 Item 5.3: Elsea Park No Cold Calling Zone – BC has included this in the Management Report.

3.7 Item 5.2: Interactive Speed Sign – it is hoped the sign will be fitted by the end of August or beginning of September.

3.8 Item 5.8: Bourne Town Hall Trust – the old filing cabinets have now been delivered and BC has received thanks from PF on behalf of the Town Hall Trust.

3.9 Item 8.3: Graffiti – Despite The Trust offering a reward for information regarding graffiti, nobody has come forward with information. The Police have advised they have now closed the case, but it will be reopened if any new information is forthcoming.

## **4. Management Report**

BC presented the management report and gave the following updates.

### **4.1 AGP Project**

4.1.1 BC has received a copy of the second Intrusive Ground Survey report. In summary, it appears that the only issue is with the clay soil which means that a different type of foundation will be required for the flood lighting stanchions and surface water drainage will need to be via connection to one of the open ditches (or a surface water sewer) rather than using a soakaway. Any additional costs will hopefully be met by the Football Foundation.

4.1.2 Feedback from the Football Foundation was that the initial design for the pavilion was not appropriate for the intended use, primarily due to the size of the club room. BC advised that he had received the new design from Kier which incorporated a generous club room, an office for the facility manager, and increased storage. PK felt that the Disabled Toilet could be improved to include a larger sink and a height adjustable adult sized bench. BC asked PK to send him details so he can include them in his comments to Kier.

**Action PK/BC**

4.1.3 Kier have also sent BC a revised Masterplan for Zone 9 to relocate the Neighbourhood Equipped Area for Play (NEAP) which was shown near the boundary of the existing TW homes on Musselburgh Way. NEAPs require a 30m buffer zone to separate them from dwellings, and the revised plan shows the NEAP located adjacent to the AGP and pavilion. The plan shows additional residential properties in the original location of the NEAP and The

Board would prefer to see that area remain as Public Open Space if possible. BC will advise Kier of this preference.

**Action BC**

## 4.2 Land Transfers

Bovis Homes have still not responded to BC regarding transfer of the Badger Lane play area despite all the previous communication. BC will try one further time before seeking the help of the SKDC Section 106 Officer.

**Action BC**

## 4.3 Item 4.6: Elsea Park No Cold Calling Zone

BC showed the Board the final iteration of the No Cold Calling Zone door sticker.

## 4.4 Item 4.8: Bourne Heights Footpath

4.4.1 BC has now received guidance from the SKDC Planning Officer who advises that a Reserved Matters application would be appropriate to seek permission for the proposed footpath. As no RM application has previously been submitted (by Kier) for that area, the same application should be used to cover the proposed planting scheme, fencing etc. BC will contact Kier to progress this.

**Action BC**

4.4.2 BC has obtained a valuation for the strip of land The Trust would need to purchase in order to create the footpath and will arrange a meeting with the owner to make a formal offer and discuss the restrictions that may be required for any sale to take place. If the sale progresses, BC will seek Kier's permission to lay the path across the land that they own ahead of Kier transferring their land to The Trust. BC will also seek the view of both parties on a temporary path being laid.

**Action BC**

## 4.5 Item 4.11: Taylor Wimpey

BC and RR met with two SKDC Planning Officers to view the plans drawn up by Taylor Wimpey (TW) for their proposed development of Zone 9. This meeting was as a result of the consolidated response to the Planning Application that BC had submitted on behalf of The Trust. The lack of footpath / cycleway through the zone and the provision of a play area was of particular concern. The planners assured BC and RR that these important issues would be addressed.

**Action BC/RR**

## 5. Finance Reports

5.1 BL presented the May accounts and gave explanations for the variances.

5.2 BC informed the Board that the draft Audit Report will be circulated to Directors by email.

5.3 JB asked about the debtor's situation to which BL replied that to comply with the Pre-action Protocols, The Trust must allow 30 days from the final reminder before seeking redress through the courts and will report on this at the next Board meeting.

**Action BL**

## 6. Directors' Items

There were no Directors' Items.

## 7. Any Other Business

7.1.1 PK reported on the Picnic in the Park (PIP) and said the event received some excellent feedback. Because attractions were staffed, parents were able to relax and enjoy the activities.

7.1.2 BC has booked the date for next year's PIP.

7.1.3 Sufficient monies were raised in bar sales to fund the children's Christmas parties.

7.1.4 JB asked if there were any roads where no residents attended to which PK replied that there was and the list is with the remainder of wrist bands. BL will extract this and email JB.

**Action BL**

7.1.5 PK advised the meeting that she has resigned from Oak Family Entertainment (OFE) due to personal reasons.

7.1.6 JB would like all OFE events to be advertised on The Trust's website and will hopefully be able to attend their next meeting.

**Action JB**

7.2.1 JD enquired about the distribution of the next newsletter as she would like to submit an article about the primary school and it's efforts in achieving Eco status. JB said he would like the next newsletter out by the end of September.

**Action All**

7.2.2 JD would like a list of the wildflowers that are growing on the school bund from PE to mention in her newsletter article.

**Action BL**

7.2.3 JD advised that Tesco have a token system for shoppers who can choose which local group they would like Tesco to support. JD asked if everyone could ask for the tokens and select Elsea Park School as their choice to receive funds.

7.3 BL updated the meeting on the new protective clothing for the Groundsman and Estate Warden and showed pictures of the individual items which will bear the Trust logo.

7.4 BC informed the Board that the new mechanical weirs have now been installed on Elsea Park Meadows which will manage the water flow safely and effectively.

7.5.1 BC advised the meeting that in consultation with all office staff, he had been looking at the possibility of extending the office opening hours Monday to Thursday and closing the office earlier on a Friday afternoon (Friday afternoons are historically very quiet in terms of walk in visitors and telephone calls). The staff feel that opening an hour earlier and having a late closing day will make the office more accessible to residents who are not able to visit during normal working hours.

7.5.2 Staff had been monitoring and recording the number of visitors and telephone enquiries after twelve noon on Friday for the previous four weeks with the following results:

6 <sup>th</sup> July	Telephone enquiry about payment methods. Visitor (PCSO).
13 <sup>th</sup> July	Telephone enquiry (intended for the school rather than The Trust). Telephone payment (Centre Hire).
20 <sup>th</sup> July	Telephone (payment of Annual Charge). Visitor (Centre booking enquiry).
27 <sup>th</sup> July	Telephone (Centre booking enquiry). Telephone (payment of Annual Charge). Telephone (resident advising they are moving). Visitor (Centre booking enquiry). Visitor (Routine service of automatic doors - the engineer was on Elsea Park on another task and asked if he could also undertake our service).

7.5.3 The proposed new opening times for the office are:

Monday, Tuesday and Thursday:	08:00 - 17:00
Wednesday	08:00 - 18:00
Friday	08:00 - 14:00

This will result in an overall increase of office opening of three hours per week.

Following a short discussion, The Board agreed that the change of opening hours should improve access and the new opening hours were approved, subject to reviewing them in six months to see if they had proved popular with residents. The new opening hours will be introduced on Monday 3<sup>rd</sup> September 2018.

7.6.1 BC informed the Board that NHS Cardiac Rehabilitation Team have now had to cancel three sessions due to the warm weather which resulted in Hall A being above the safe temperature / humidity levels for the exercise class. They have asked if The Trust could consider the installation of air conditioning or other methods that might mean the classes could still run.

7.6.2 BC advised that the two NHS groups that hire the building for rehab classes account for over 20% of The Centre's annual income and that if we can't accommodate their requirements we risk losing those hires. He felt it was worth investigating the cost A/C, at least for Hall A, and added that other hirers would also benefit from the provision of A/C in the hall.

7.6.3 BL added that a number of groups that hire the meeting room had commented that the room was sometimes uncomfortably hot and stuffy (and that these comments had arisen in previous summers) and that might would also be worthwhile to investigate the costs of A/C for the meeting room.

**Action BC**

## **8. Date of next meeting**

8.1 The next meeting will be held on Thursday 6<sup>th</sup> September 2018.

There being no further business, the meeting closed at 21:30

**Report to:** Elsea Park Community Trust Board

**Date:** Friday 27<sup>th</sup> July 2018

**Subject:** Management Report – August 2018

**From:** Barry Cook – Community Trust Manager

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**1. AGP Project**

The Intrusive Ground Survey report was received this morning. I will upload the report on Monday and send a new link out to all board members.

In summary, some design changes to the drainage methods may be required which might have an impact on cost, and the Framework Contractor will advise once they have had chance to digest the report.

The new pavilion design proposed by Kier has received the approval of the FA, and Kier are drawing up amended plans ready to submit the planning application.

I will share the latest plans at the meeting.

**2. Land Transfers**

No further developments; I continue to hasten Bovis and BDWH.

**3. LED Lighting & Energy Saving Projects**

Ongoing.

**4. Interactive Speed Sign**

We still await a delivery forecast for the sign. It's extremely frustrating, but we have no option than to go via the Road Safety Partnership because only they are authorised by LCC to fit the sign support brackets to the lamp posts.

**5. Play Area at Oak Spring Gardens**

The delay has been due to the equipment manufacturer, but I spoke to Streetscape earlier this week and they expect completion this week with delivery and installation as soon as they can get a team to site.

**6. Elsea Park No Cold Calling Zone**

3000 stickers for the Elsea Park properties were ordered by the Community Safety Team last week and the No Cold Calling Zone road signs have now been received by Trading Standards. We now await installation of the signs and the arrival of the stickers for inclusion in the household packs.

## **7. Defibrillator & Basic Life Support Training**

The first course is now fully subscribed and twelve people will be attending The Centre tomorrow. Three potential dates for the next courses have been offered by M-Fire and Bea has contacted those people on the waiting list to ascertain the next date.

## **8. Oak Spring Gardens Footpath**

RR and I recently met with one of the SKDC planners at the location of the proposed footpath and I am awaiting some further information from the planner. It looks like a Reserved Matters Application might be needed as there has never been a submission for the highway verge that will eventually be transferred to us.

## **9. Play Area on The Gables**

TW Homes have prepared plans for the new LAP ready for submission to SKDC

## **10. Caretaking & Cleaning at The Centre**

The new cleaning and lock up arrangements have now been running for two weeks. There have been some minor teething problems that are hopefully being addressed.

## **11. Zone 9 – Taylor Wimpey**

Directors will recall the consolidated response to the planning application for Zone 9 that I submitted to SKDC on behalf of The Trust.

The planners asked to meet with RR and myself earlier this week, and we went through the plans for Zone 9 in some detail. I will give further information about this at Thursday's meeting.



Operational Trust Budget



Item		2018/2019 Spend Budget		Year to date Budget 01/04/2018 - 31/05/2018	Year to Date Expenditure 01/04/2018 - 31/05/2018	Year to date Variance + / -	Remaining Budget 01/06/2018 - 31/03/2019	Full Year Budget minus Full year Expenditure	April 18 Budget	April 18 Expenditure	Variance + /	May 17 Budget	May 17 Expenditure	Variance + / -	June 17 Budget	June 17 Expenditure	Variance + / -	Notes
Office Staff Salaries		70,487		11,580.00	17,676.34	-6,096.34	58,907.04	52,810.70	5,790.00	5,787.11	2.89	5,790.00	6,102.11	-312.11	5,790.00	5,787.11	2.89	
Employers NI & Pension		7,038		1,225.50	1,797.68	-572.18	5,812.39	5,240.21	593.00	582.59	10.41	632.50	632.50	0.00	593.00	582.59	10.41	
Agency and temporary staff	1	-		0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Staff Training	2	500		210.00	210.00	0.00	290.00	290.00	0.00	0.00	0.00	210.00	210.00	0.00	0.00	0.00	0.00	
Recruitment & Other Staffing Costs	3	500		0.00	-	0.00	500.00	500.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00	
Communications, Printing and Advertising	4	2,500		0.00	-	0.00	2,500.00	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Franking	5	2,500		200.00	60.40	139.60	2,300.00	2,439.60	100.00	0.00	100.00	100.00	59.15	40.85	250.00	1.25	248.75	
Office Stationery	6	2,000		300.00	812.85	-512.85	1,700.00	1,187.15	175.00	65.25	109.75	125.00	179.97	-54.97	250.00	567.63	-317.63	
Travel & Subsistence	7	150		0.00	-	0.00	150.00	150.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Telephone/Mobile and Broadband	8	1,000		160.00	619.87	-459.87	840.00	380.13	80.00	225.06	-145.06	80.00	188.73	-108.73	80.00	206.08	-126.08	
Website, IT and Software	9	4,000		300.00	429.21	-129.21	3,700.00	3,570.79	300.00	0.00	300.00	0.00	0.00	0.00	300.00	429.21	-129.21	
Membership & Subscription	10	500		80.00	-	80.00	420.00	500.00	40.00	0.00	40.00	40.00	0.00	40.00	40.00	0.00	40.00	
Audit and Accountancy Fees	11	5,500		3,100.00	3,154.26	-54.26	2,400.00	2,345.74	50.00	47.25	2.75	3,050.00	3,063.13	-13.13	50.00	43.88	6.12	
Legal Fees (Court action)	12	1,000		0.00	-	0.00	1,000.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	0.00	250.00	
Professional Fees	13	2,400		400.00	-	400.00	2,000.00	2,400.00	200.00	0.00	200.00	200.00	0.00	200.00	200.00	0.00	200.00	
Insurance	14	5,000		0.00	-	0.00	5,000.00	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Sports Facilities	16	25,000		1,675.00	2,811.72	-1,136.72	23,325.00	22,188.28	1,675.00	1,675.17	-0.17	0.00	0.00	0.00	0.00	1,136.55	-1,136.55	
Miscellaneous Expenditure	17	500		250.00	592.17	-342.17	250.00	-92.17	0.00	125.00	-125.00	250.00	259.17	-9.17	0.00	208.00	-208.00	
Bird Boxes	18	250		0.00	-	0.00	250.00	250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Trust Community Grants	19	1,000		0.00	-	0.00	1,000.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Anniversary Weekend & Other Events	20	3,500		1,620.00	2,475.42	-855.42	1,880.00	1,024.58	120.00	0.00	120.00	1,500.00	1,525.42	-25.42	1,000.00	950.00	50.00	
Charges (card machine, harlands, bank)	21	3,500		800.00	1,908.32	-1,108.32	2,700.00	1,591.68	500.00	591.02	-91.02	300.00	258.74	41.26	300.00	1,058.56	-758.56	Differences to be explained by Harlands
Proportioned Centre Costs	22	4,457		913.14	1,764.44	-851.30	3,543.86	2,692.56	410.13	316.26	93.87	503.00	1,004.02	-501.01	385.03	444.16	-59.13	
Depreciation Allowance	23	36,000		0.00	-	0.00	36,000.00	36,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Contribution to The Centre		31,072		4,813.86	6,585.00	-1,771.14	26,258.44	24,487.30	2,779	2,196	582.43	2,035	2,203	-168.47	2,513	2,185	327.87	
Trust Totals		210,354		27,627	40,897.68	-13,270	156,468.30	144,969.25	12,812.00	11,611.15	1,200.85	14,815.50	15,686.40	-870.91	12,001.00	13,600.12	-1,599.12	

Operational Groundsman Budget

Salaries		21,710		3,574.00	5,347.26	-1,773.26	18,135.88	16,362.62	1,788.00	1,782.42	5.58	1,786.00	1,782.42	3.58	1,780.00	1,782.42	-2.42	
Employers NI		1,628		270.00	273.23	-3.23	1,358.34	1,355.10	135.00	91.08	43.92	135.00	91.08	43.92	135.00	91.08	43.92	
Other Grounds Personnel Costs	15	300		100.00	36.72	63.28	200.00	263.28	50.00	0.00	50.00	50.00	36.72	13.28	0.00	0.00	0.00	
Grounds Maintenance Contract	24	36,400		5,000.00	5,787.36	-787.36	31,400.00	30,612.64	3,000.00	1,929.12	1,070.88	2,000.00	1,929.12	70.88	3,000.00	1,929.12	1,070.88	
Equipment Hire	25	534		0.00	-	0.00	533.52	533.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Miscellaneous Expenditure	26	3,952		100.00	105.00	-5.00	3,852.00	3,847.00	0.00	19.56	-19.56	100.00	52.54	47.46	30.00	32.90	-2.90	
Ditch & Dyke Maintenance, Fence Repairs and Replacements	27	26,200		0.00	82.42	-82.42	26,200.00	26,117.58	0.00	0.00	0.00	0.00	0.00	0.00	100.00	82.42	17.58	
Habitat Ponds	28	0		0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Arboricultural Survey & Tree maintenance	29	1,100		0.00	-	0.00	1,100.00	1,100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Landscaping Projects (New works)	30	2,500		0.00	63.85	-63.85	2,500.00	2,436.15	0.00	0.00	0.00	0.00	63.85	-63.85	0.00	0.00	0.00	
Fuel, Oil and Water	31	500		120.00	118.36	1.64	380.00	381.64	25.00	0.00	25.00	95.00	38.33	56.67	25.00	80.03	-55.03	
Vehicle Expenses	32	1,500		0.00	443.09	-443.09	1,500.00	1,056.91	0.00	0.00	0.00	0.00	0.00	0.00	250.00	443.09	-193.09	
Wildlife Goods	33	0		0.00	-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Playground Costs	34	728		0.00	220.64	-220.64	728.00	507.36	0.00	0.00	0.00	0.00	0.00	0.00	0.00	220.64	-220.64	
Groundsman Totals		97,052		9,164.00	12,477.93	-3,313.93	87,887.73	84,573.80	4,998.00	3,822.18	1,175.82	4,166.00	3,994.06	171.94	5,320.00	4,661.70	658.30	

Operational The Centre Budget

Staff salaries		34,050		5,783.00	8,111.71	-2,328.71	28,267.41	25,938.70	3,027.00	2,840.14	186.86	2,756.00	2,635.79	120.21	2,756.00	2,635.79	120.21	
Employers NI		955		156.00	267.95	-111.95	799.14	687.19	78.00	77.40	0.60	78.00	113.15	-35.15	78.00	77.40	0.60	
Youth Activities	35	500		0.00	-	0.00	500.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00		0.00	0.00	
PRS & Licenses	36	1,500		0.00	830.90	-830.90	1,500.00	669.10	0.00	0.00	0.00	0.00	0.00	0.00	830.00	830.90	-0.90	
Advertising, Communications & Printing	37	474		0.00	-	0.00	474.23	474.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
The Centre Repairs, Renewals & Maintenance	38	8,500		750.00	1,115.43	-365.43	7,750.00	7,384.57	750.00	744.99	5.01	0.00	387.64	-387.64	0.00	-17.20	17.20	
Business Rates	39	12,120		2,424.00	3,636.00	-1,212.00	9,696.00	8,484.00	1,212.00	1,212.00	0.00	1,212.00	1,212.00	0.00	1,212.00	1,212.00	0.00	
Water	40	1,500		200.00	31.30	168.70	1,300.00	1,468.70	100.00	0.00	100.00	100.00	31.30	68.70	150.00	0.00	150.00	
Electricity	41	500		84.00	296.73	-212.73	416.00	203.27	42.00	0.00	42.00	42.00	296.73	-254.73	42.00	0.00		
Gas	42	1,800		300.00	1,832.73	-1,532.73	1,500.00	-32.73	150.00	0.00	150.00	150.00	1,832.73	-1,682.73	0.00	0.00	0.00	
Cleaning	43	1,560		630.00	1,232.89	-602.89	930.00	327.11	130.00	48.00	82.00	500.00	627.31	-127.31	130.00	557.58	-427.58	
Centre Totals		63,460		10,327.00	17,355.64	-7,028.64	53,132.78	46,104.14	5,489.00	4,922.53	566.47	4,838.00	7,136.64	-2,298.64	5,198.00	5,296.47	-140.47	
Combined Expenditure Totals		370,866		47,118.50	70,731.25	-23,612.76	297,488.81	275,647.19	23,299.00	20,355.86	2,943.14	23,819.50	26,817.10	-2,997.61	22,519.00	23,558.29	-1,081.29	

Income 2018/2019

		2018/2019 Income Budget		Year to date Budget 01/04/2018 - 31/05/2018	Year to Date Income 01/04/2018 - 31/05/2018	Year to date Variance + / -	Remaining Budget 01/04/2018- 30/04/2018	Full Year Budget minus Full year Income	April 18 Budget	April 18 Income	Variance + / -	May 16 Budget	May 16 Income	Variance + / -	June 16 Budget	June 16 Income	Variance + / -	Notes
The Trust Income																		
Annual Charge	a	-367,230		-356,009.08	-366,988.90	10,979.82	-11,220.92	-241.10	-353,764.90	-358,732 36	4,967.46	-2,244.18	-4,220.23	1,976.05	-2,040.17	-4,036.31	1,996.14	
Administration Fees	b	-12,000		-2,000.00	-8,163.32	6,163.32	-10,000.00	-3,836.68	-1,000.00	-3,030 00	2,030.00	-1,000.00	-2,650.00	1,650.00	-1,000.00	-2,483.32	1,483.32	
Other	c	-1,000		-360.00	-2,459.78	2,099.78	-640.00	1,459.78	0.00	0 00	0.00	-360.00	-360.31	0.31	0.00	-2,099.47	2,099.47	Reimbursement of fencing and gates for infilled Swale
The Trust Total income NET	a	-380,230		-358,369.08	-377,612.00	19,242.92	-21,860.92	-2,618.00	- 354,764.90	-361,762 36	6,997.46	- 3,604.18	-7,230.54	3,626.36	- 3,040.17	-8,619.10	5,578.93	

The Centre Income

Proportioned Centre Costs (income)		-4,387		-913.14	- 1,764.44	851.30	-3,474.34	-2,623.04	-410.13	-316 26	-93.87	-503.00	-1,004.02	501.01	-385.03	-444.16	59.13	
Trust Subsidy		-31,072		-4,813.86	- 6,585.00	1,771.14	-26,258.44	-24,487.30	-2,778.87	-2,196.44	-582.43	-2,035.00	-2,203.47	168.47	-2,512.97	-2,185.09	-327.87	
Avalon Bookings	d	-28,000		-4,600.00	- 9,006.20	4,406.20	-23,400.00	-18,993.80	-2,300.00	-2,409 83	109.83	-2,300.00	-3,929.16	1,629.16	-2,300.00	-2,667.21	367.21	
The Centre Total income NET		-63,460		-10,327.00	- 17,355.64	7,028.64	-53,132.78	-46,104.14	- 5,489.00	-4,922 53	-566.47	- 4,838.00	-7,136.64	2,298.64	- 5,198.00	-5,296.47	98.47	
Total Income		-443,690		-368,696.08	- 394,967.64	26,271.56	-74,993.70	-48,722.14	-360,253.90	-366,684 89	6,430.99	-13,280.18	-14,367.18	5,925.00	-13,436.17	-13,915.57	5,677.40	
Total Net Budget		-72,824.04		-321,577.59	- 324,236.39	2,658.80	222,495.11	226,925.05	-336,954.90	-346,329.03	9,374.13	10,539.31	12,449.92	2,927.39	9,082.83	9,642.72	4,596.11	

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