



AGENDA
Elsea Park Community Trust Board Meeting
Thursday 7th February 2019 – 19:00

Venue: Meeting Room, The Centre @ Elsea Park

Time	Item	
19:00	1	Welcome and Apologies JB
19:05	2	Minutes from previous meeting held on 6 th December 2018 JB
19:15	3	Matters arising from the Minutes All
19:25	4	Management report BC
19:55	5	Monthly Finance Report & 2019 / 2020 Budget BL/JB
20:10	6	Grounds Maintenance JB/BC
20:30	7	AGP Project Update BC
20:45	8	Directors Items All
21:00	9	Appointment of Chair and Vice Chair BC
21:15	10	Any Other Business All
21:30	11	Date of the next meeting: Thursday 7 th March 2019 All

**Elsa Park Community Trust Board Meeting Minutes
Thursday 7th February, 2019**

Present:		
Jono Brough	JB	Owner Director (Chair)
Michael Marren	MM	Owner Director (Vice Chair)
Peggy Kent	PK	Resident Director
Mark Underwood	MU	Owner Director
Robert Reid	RR	SKDC Representative
Paul Fellows	PF	Bourne Town Council Representative
In Attendance:		
Barry Cook	BC	Trust Manager
Bea Laidler	BL	Finance and Admin Officer

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.

2. Minutes from the Previous Meeting Held on 6th December 2018

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

3. Matters arising from the Minutes

There were no matters arising.

4. Management Report

BC presented the management report and gave the following updates:

4.1 There had been no further progress with land transfers.

4.2 Grant funding had not yet been received for the LED Lighting & Energy Saving Projects.

4.3 One resident advised BC that the speed sign on Tilia Way was not working but BC explained that the sign has been configured to display only speeds of between 20 & 35 MPH.

4.4 Bourne Heights Footpath

4.4.1 BC informed the Board that permission to dig would be required from Cadent once the plans are approved.

4.4.2 RR gave an update regarding his dealings with Highways. The Portfolio Holder for highways, Richard Davis, will be meeting the Countryside Service Team Leader next week and has asked RR to attend. BC and JB will also attend this meeting.

Action BC/JB/RR

4.4.3 RR will take this meeting as an opportunity to approach the Portfolio Holder regarding the bus stop issue.

Action RR

4.5 BC felt that a Multi User Games Area (MUGA) rather than just a grass kick around pitch at BDWH's "The Furlongs" would be welcomed by residents and that The Trust had sufficient reserves to fund the scheme. All directors agreed, and BC was tasked to engage further with BDWH to see if they will support the proposal.

Action BC

4.6 The planters for the three entrances to Elsea Park should be available by the end of February.

4.7 RR suggests that if residents are concerned with the attenuation ponds, they should register their concerns to Anglian Water.

4.8 Road Names for Zone 9.

4.8.1 Directors voiced their concerns that Nurburgring Road and Zandvoort Drive might be difficult to pronounce or spell. BC will respond to SKDC accordingly.

Action BC

4.9 BC reported that some older NW schemes are still registered so PCSO Graeme Parrott is attempting to contact the co-ordinators to see if they are still active before some of the new schemes are launched.

4.10 Consideration will be given to installing CCTV for the proposed MUGA (if the project proceeds) until residential properties surrounding the area are built.

4.11 The Len Pick Trust

4.11.1 BC said that during a recent meeting with the Len Pick Trust, the concerns regarding the crime spike in Bourne were raised and Adrian Smith, the Len Pick Trust Manager had suggested that a meeting be organised with the Police & Crime Commissioner to include representatives from Bourne Town Council, the Len Pick Trust and EPCT.

5. Finance Reports

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

5.2 BL & BC had prepared a draft budget for 2019/2020 which was distributed to all directors and requested that any comments to be emailed to her.

Action BL

5.3 BL updated the Board on the short-term investments as the six-month investment with Aldermore was due to mature shortly. BL recommended that this be reinvested with Aldermore for a one year term offering an interest rate of 1.85%. This was agreed unanimously.

Action BC/BL

6. Grounds Maintenance Equipment

6.1 BC said that he felt it was time to consider replacement of the ride-on mower. The current mower, which is a 2007 model has no Roll Over Protection System (ROPS), and to undertake maintenance on the mulching deck or blades requires the mower to be driven on to ramps, and should really be a two man operation. The current model that he has researched has a ROPS as standard, the mulching deck lifts hydraulically for maintenance tasks, and the deck can be removed and replaced with a flail deck.

6.1.2 BC suggested that with the planned deployment of more litter bins to areas that were inaccessible by road that The Trust should consider purchasing a small all-terrain vehicle (ATV) for use by the Estate Warden. It would also prove useful for smaller maintenance tasks within Elsea Park, the meadows, and the conservation area, rather than having to use the tractor and trailer.

6.1.3 BC, PE & SO'C had previously met with Fentons of Bourne to look at a new ride-on mower and utility vehicle. Fentons have offered a good part exchange price for the old mower, flail, and other equipment that is no longer required, and this would offset some of the cost of the replacements. The Board agreed that orders should be placed for both the ride-on mower and the utility vehicle, subject to two other quotes being obtained. The quotes needed to take into account the overall cost to change, including the part exchange of the equipment that is no longer needed.

Action BC

6.2 BC has sent a letter to ██████ regarding the poor service and has advised that The Trust is withholding November and December invoice payments until a satisfactory outcome is achieved.

6.2.1 The letter resulted in a new ██████ team being appointed to the Elsea Park contract, and one of their first tasks was to cut the A15 hedge. It was noted that the work had been carried out to a very high standard.

6.2.2 PE, who has previously been disappointed with ██████ work had advised BC that he was impressed with the new crew and felt that The Trust should offer the one year extension of the contract on its existing terms.

6.2.3 BC advised he had subsequently met with ██████ new area manager who has promised to turn the work around and has agreed to BC's conditions for the contract extension which include:

- CGM must keep the same team who have turned the work around.
- Hold the current price.
- Accept that The Trust reserve the right to terminate the extension without further warning if standards slip again.

6.2.4 The subject was discussed at length and JB feels that further quotes should be obtained from ██████ and one other company.

6.2.5 BC will report back but warned that prices have increased significantly since [REDACTED] won the bid back in 2016.

Action BC

7. Artificial Grass Pitch (AGP) Project

7.1.1 BC had met with the planners and impressed upon them the urgency of issuing planning consent to meet the Window 21a deadline of 13th February 2019.

7.1.2 The planners think that consent is unlikely for this window, but it may be achievable by the Window 21b next month.

7.1.3 JB asked RR the likelihood of consent being given. RR said that he will talk to the planners to find out the issues causing the hold-up and see what, if anything, can be done to expedite the process.

Action RR

7.2 The FF have enquired why The Trust can contribute a maximum of only £250k towards the project. BC had advised this was the maximum sum the board felt it could justify towards the pitch given that it was likely to need to contribute towards the pavilion build, and that if this wasn't considered sufficient, the AGP project would probably be cancelled.

8. Directors' Items

There were no Directors' Items.

9. Appointment of Chair and Vice Chair

9.1 MM proposed JB to continue as Chair. PF seconded the motion, and all voted unanimously. JB agreed to continue to serve as Chair.

9.2 MU proposed MM to continue as Vice Chair. PF seconded this and all agreed. MM said he was happy to continue as Vice Chair.

10. Any Other Business

10.1.1 RR said that he may not be able to attend the next meeting because of other commitments.

10.1.2 JB suggested starting the Board meetings earlier at 6:00pm to which everyone agreed.

10.2.1 BC said that Oak Family Entertainment (OFE) wish to move Picnic in the Park to 6th July 2019.

10.2.2 OFE intend to use a fairground contractor and also have a bouncy castle, a trampoline and an octopus which will require additional staff.

10.2.3 PK advised of new legislation and the contractors will be required to produce an ADIP certificate for the machinery and a PIPA certificate for any inflatables.

10.2.4 BC felt that the bouncy castle, trampoline and octopus rides presented some risk in terms of public liability The Trust may face if there were an incident. He was also concerned that the contractor required the full hire charges at the time of booking.

10.2.5 The Board asked PK if she would represent The Board at the OFE meetings covering Picnic in The Park. PK said she was happy to do so.

11. Date of next meeting

11.1 The next meeting will be held on Thursday 7th March 2019 at 6:00pm.

There being no further business, the meeting closed at 21:15

Report to: Elsea Park Community Trust Board
Date: 3 February 2019
Subject: Management Report – February 2019
From: Barry Cook – Community Trust Manager

1. Land Transfers

Although I continue to press BDWH, the transfer of the POS at Little Garth, the Great Leighs play area and the infilled swale adjacent to Windsor Court has not yet taken place because we are still waiting for the “as built” drawings of the culvert.

In practical terms, this has no impact on residents as The Trust has been maintaining all those areas for several months.

2. LED Lighting & Energy Saving Projects

The final phase of the work (the conversion of the car park lighting to LED) was completed in January. Having submitted the receipts to the Energy Saving Group we now await payment of the grant towards the costs that was previously approved.

3. Interactive Speed Sign

The speed sign has now been redeployed to the Tilia Way entrance of EP.

4. Bourne Heights Footpath

Following a meeting with Kier, Kier have now instructed their surveyors to undertake topographical and utilities surveys of the land the path will cross. Once the surveys have been completed, the route of the path will be modified (if required) and the Reserved Matters Application will be submitted.

The planners have advised that if The Trust were to lay the path before planning permission is obtained it is unlikely that retrospective permission would be refused, but there remains a risk, albeit very low.

The contractor has confirmed work on the path can commence immediately after we place any order.

5. Play Areas – NEAP at The Furlongs

The meeting with Streetscape, BDWH, and the Planning Officer on 11th December was extremely productive. Key points from the meeting were:

- The Streetscape Consultant (DB) recommended The Trust do not proceed with plans for the Inclusive Orbit wheelchair-accessible roundabout but instead go for a smaller, surface-mounted “flying saucer” that can be used by children of all abilities (but will not accommodate a wheelchair). The recommendation is based on

the high-water table, ground heave observed on Linear Park, and the ongoing maintenance / regular adjustments required by an Inclusive Orbit.

- We agreed that an exercise “pod” would provide more fitness opportunities than single pieces of gym equipment.
- Items A and C on the attached illustration will both offer multiple play experiences far in excess of the existing NEAP at The Centre.

Potential for a Multi User Games Area (MUGA)

Directors may recall that BDWH are kindly including a grassed area of approximately 15m x 30m for football with the NEAP, which is over and above that required by the Masterplan / Section 106 Agreement.

Some time ago, I asked if they might consider laying an all-weather surface rather than grass, but they were (understandably) reluctant to do so on the grounds of cost. At the meeting, I asked if they might reconsider this if the Trust were to fund the change to a full MUGA, and I asked DB to provide a quotation for this.

I have attached the MUGA quote for discussion on Thursday evening, but there are also other (possibly cheaper) options which I will run through on Thursday.

6. Planters

The Town Clerk (IS) has confirmed that the three planters for the entrances at The Gables, Musselburgh Way, and Welland Drive are currently being made. Once ready, I will advise where they are to be placed, and they will be planted up as soon as possible.

7. Meeting with Residents of Harvey Close

Two attenuation ponds are being constructed by TW on the northern edge of Zone 8 as a requirement for the development of Zone 9. A number of residents of Harvey Close (whose properties back on to the location of the ponds) have raised concerns about their impact on the existing drainage ditch.

These concerns were addressed at a meeting held at the BTC Offices with interested parties and the SKDC Planning Officers and I attended along with RR to try and allay the resident's fears and assure them that The Trust will be good neighbours and that we know how to maintain our SUDS!

8. Road Names for Zone 9

I have received a letter from SKDC outlining Taylor Wimpey's suggested road names for Zone 9 following a motor racing theme. The letter and plans are attached for your consideration.

9. Neighbourhood Watch and Crime Reassurance Meetings

With the spike in crime in December and January that has been experienced in Bourne and the surrounding area in general, there has finally been an interest from residents to launch NW on Elsea Park.

Around fifteen or sixteen prospective new coordinators attended the AGM of the Bourne & District NW which was recently held at The Centre, and work is underway progress to get the initial schemes rolled out.

On Tuesday 29th January, eighteen residents attended a meeting that I had organised in which PCSO Graeme Parrott went gave a presentation and the meeting concluded with further discussions on the proposals for NW on Elsea Park.

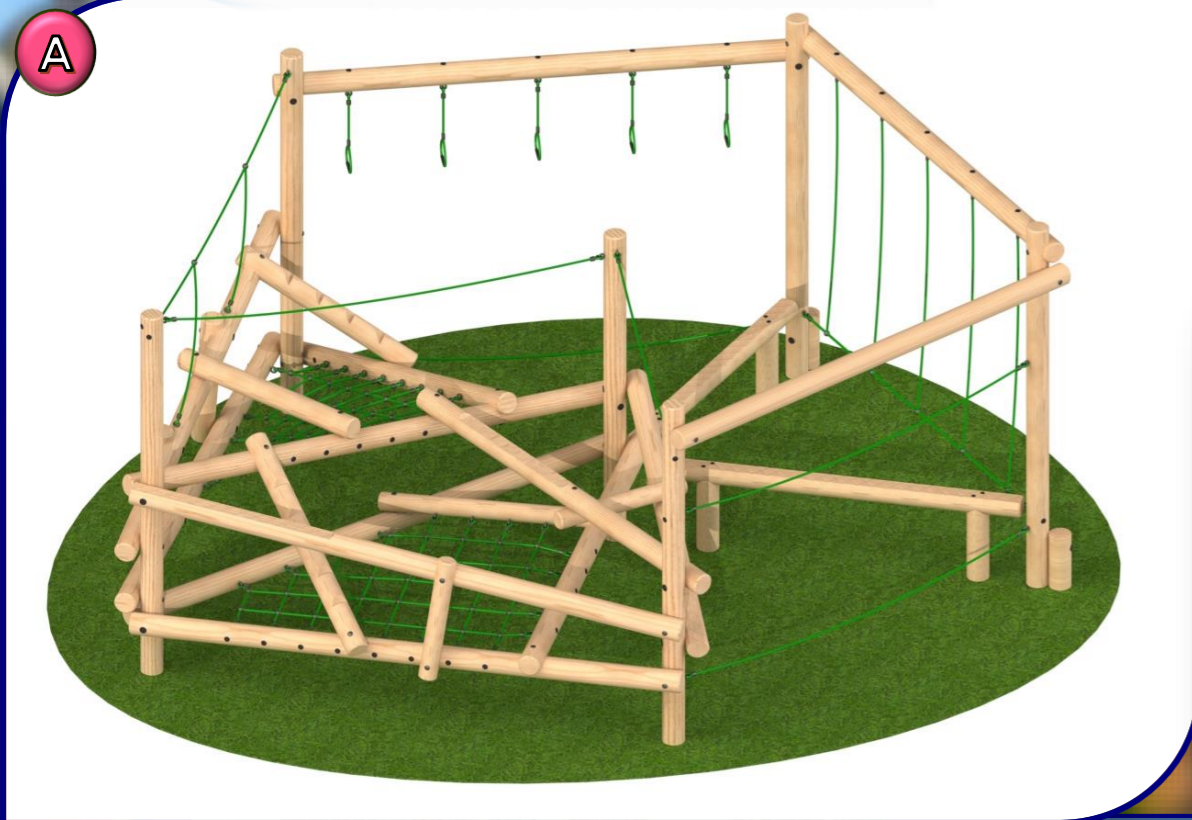
The vast majority of the attendees at the second meeting were the new NW coordinators, and RR was also in attendance.

At last weeks meeting of BTC, councillors agreed to support the proposal that Marc Jones (Lincolnshire's PCC) be invited to address residents of Bourne and the surrounding areas at a meeting to consider the increase of crime in the county.

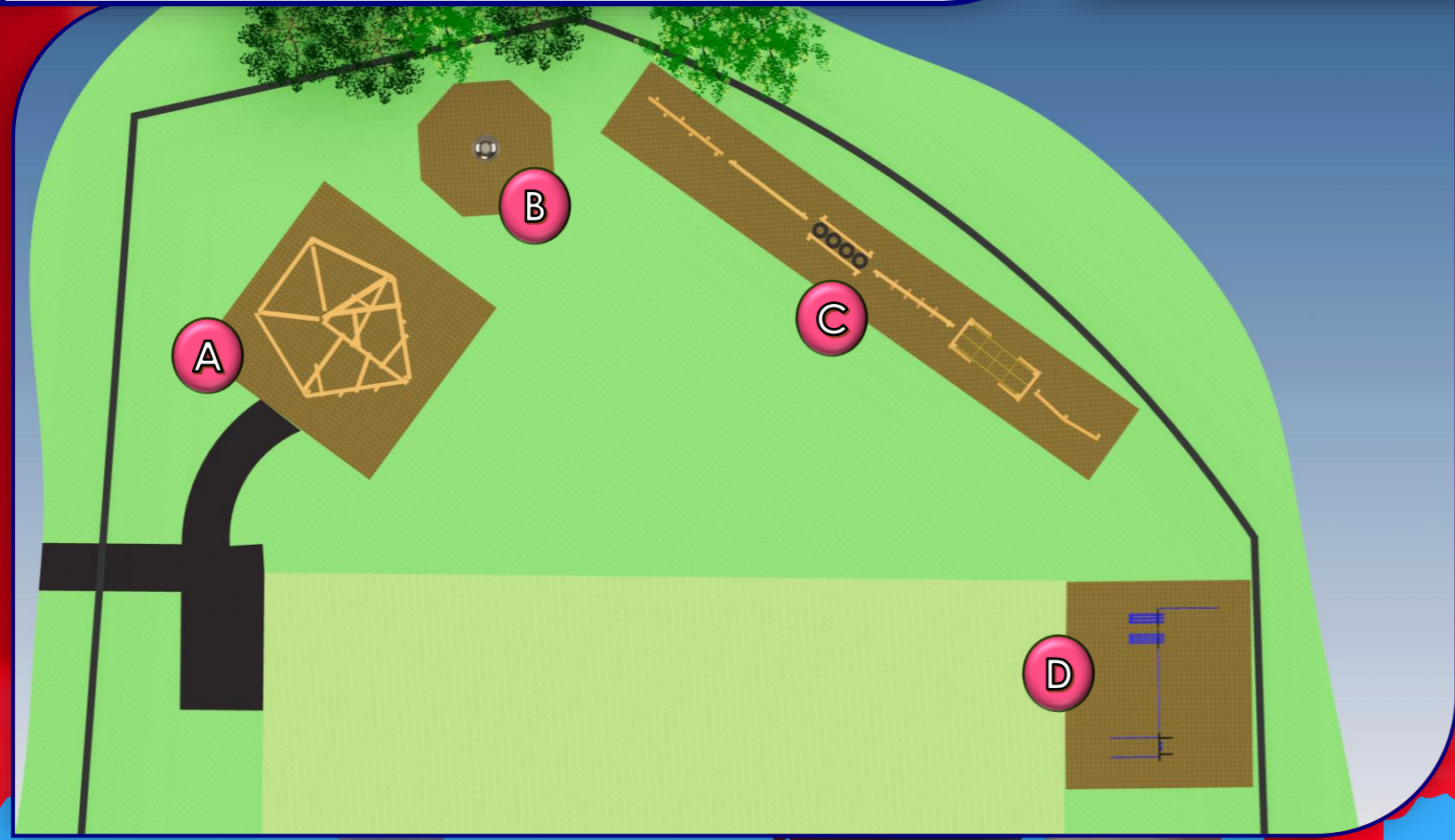
10. CCTV

Mark Jones (MJ), Community Resilience Lead for SKDC met with GP, IS and myself at The Centre to view our CCTV system and to discuss the possible expansion of CCTV to the A15 / Raymond Mays Way roundabout in conjunction with BTC. We also discussed our covering additional areas of POS within EP as those areas are developed. MJ reiterated that it would be neither feasible or permitted for The Trust to cover roads and footways on EP with a private CCTV system.

MJ agreed to send me information on deployable, containerised CCTV systems.



- PRODUCT INFORMATION**
- A. Bespoke Clamber Passo
 - B. SR103/AP Sturdy Flying Saucer
 - C. TRAILC Ben Hope
 - D. Bespoke Warrior Pod 2



View Example Projects on **YouTube**

Operational Trust Budget



Item	2018/2019 Spend Budget	Year to date Budget 01/04/2018 - 31/10/2018	Year to Date Expenditure 01/04/2018 - 31/10/2018	Year to date Variance + / -	Remaining Budget 01/09/2018 - 31/03/2019	Full Year Budget minus Full year Expenditure	October 18 Budget	October 18 Expenditure	Variance + / -	November 18 Budget	November 18 Expenditure	Variance + / -	December 18 Budget	December 18 Expenditure	Variance + / -	Notes
Office Staff Salaries	70,487	52650.00	52919.83	-269.83	17837.04	17567.21	5,970.00	5,787.11	182.89	5,970.00	6,134.32	-164.32	5,970.00	5,960.72	9.28	
Employers NI & Pension	7,038	5379.50	2375.80	3003.69	1658.39	4662.09	594.00	582.59	11.41	594.00	637.66	-43.66	594.00	610.11	-16.11	
Agency and temporary staff	-	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	0.00	
Staff Training	500	210.00	220.99	-10.99	290.00	279.01	0.00	10.99	-10.99	0.00	0.00	0.00	0.00	0.00	0.00	
Recruitment & Other Staffing Costs	500	0.00	0.00	0.00	500.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Communications, Printing and Advertising	2,500	1400.00	1217.20	182.80	1100.00	1282.80	300.00	300.00	0.00	650.00	467.20	182.80	0.00	0.00	0.00	
Franking	2,500	850.00	1328.15	-478.15	1650.00	1171.85	50.00	939.73	-889.73	50.00	328.02	-278.02	250.00	0.00	250.00	
Office Stationery	2,000	1300.00	1351.28	-51.28	700.00	648.72	150.00	60.28	89.72	150.00	314.05	-164.05	150.00	0.00	150.00	
Travel & Subsistence	150	0.00	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	1,000	720.00	1321.95	-601.95	280.00	-321.95	80.00	198.81	-118.81	80.00	284.93	-204.93	80.00	99.75	-19.75	
Website, IT and Software	4,000	4100.00	2737.01	1362.99	-100.00	1262.99	300.00	48.00	252.00	300.00	48.00	252.00	300.00	48.00	252.00	
Membership & Subscription	500	320.00	0.00	320.00	180.00	500.00	0.00	0.00	0.00	40.00	0.00	40.00	40.00	0.00	40.00	
Audit and Accountancy Fees	5,500	5400.00	4532.51	867.49	100.00	967.49	50.00	0.00	50.00	50.00	1290.50	-1,240.50	2,000.00	0.00	2,000.00	
Legal Fees (Court action)	1,000	1250.00	1323.00	-73.00	-250.00	-323.00	0.00	608.00	-608.00	0.00	0.00	0.00	250.00	0.00	250.00	
Professional Fees	2,400	1800.00	762.00	1038.00	600.00	1638.00	200.00	0.00	200.00	200.00	0.00	200.00	200.00	753.00	-553.00	
Insurance	5,000	3500.00	3439.39	60.61	1500.00	1560.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14.50	-14.50	
Sports Facilities	25,000	10175.00	10051.72	123.28	14825.00	14948.28	850.00	840.00	10.00	0.00	0.00	0.00	1,650.00	1650.00	0.00	
Miscellaneous Expenditure	500	500.00	923.65	-423.65	0.00	-423.65	220.00	218.53	1.47	30.00	95.39	-65.39	0.00	8.69	-8.69	
Bird Boxes	250	130.00	129.50	0.50	120.00	120.50	0.00	0.00	0.00	130.00	129.50	0.50	0.00	0.00	0.00	
Trust Community Grants	1,000	0.00	0.00	0.00	1000.00	1000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Anniversary Weekend & Other Events	3,500	3500.00	3364.32	135.68	0.00	135.68	0.00	0.00	0.00	230.00	245.00	-15.00	0.00	0.00	0.00	
Charges (card machine, harlands, bank)	3,500	2900.00	4105.21	-1205.21	600.00	-605.21	300.00	626.86	-326.86	300.00	317.96	-17.96	300.00	317.92	-17.92	
Proportioned Centre Costs	4,457	3769.27	5109.92	-1340.65	687.73	-652.92	415.15	665.62	-250.47	425.95	816.22	-390.27	382.02	538.11	-156.08	
Depreciation Allowance	36,000	0.00	0.00	0.00	36000.00	36000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Contribution to The Centre	31,072	22998.73	18953.96	4044.77	8073.57	12118.34	2,058	754.96	1,302.89	3,440	2683.50	756.55	1,517	2205.11	-688.13	
Trust Totals	210,354	122852.50	116167.39	6685.10	79428.17	82068.50	11537.00	11641.48	-104.48	12640.00	13792.25	-1152.25	13683.00	12205.90	1477.10	

Operational Groundsman Budget

Salaries	21,710	16202.00	16202.21	-0.21	5507.88	5507.66	1,836.00	1,782.42	53.58	1,836.00	1,889.38	-53.38	1,836.00	1,835.90	0.10	
Employers NI	1,628	1220.00	841.56	378.44	408.34	786.77	137.00	91.08	45.92	137.00	105.54	31.46	136.00	98.48	37.52	
Other Grounds Personnel Costs	300	300.00	595.43	-295.43	0.00	-295.43	0.00	20.70	-20.70	0.00	98.02	-98.02	0.00	0.00	0.00	
Grounds Maintenance Contract	36,400	26000.00	16161.08	9838.92	10400.00	20238.92	3,000.00	1929.12	1,070.88	3,000.00	1929.12	1,070.88	3,000.00	1929.12	1,070.88	
Equipment Hire	534	0.00	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	3,952	1260.00	259.18	1000.82	2692.00	3692.82	500.00	20.75	479.25	500.00	27.00	473.00	0.00	0.00	0.00	
Ditch & Dyke Maintenance, Fence Repairs and Replacements	26,200	18320.00	18276.54	43.46	7880.00	7923.46	16,900.00	16875.46	24.54	1,300.00	1300.66	-0.66	20.00	18.00	2.00	
Habitat Ponds	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	0.00	
Arboricultural Survey & Tree maintenance	1,100	0.00	810.00	-810.00	1100.00	290.00	-1,100.00	-1250.00	150.00	0.00	0.00	0.00	0.00	0.00	0.00	Costs transferred to Ditch & Dyke maintenance
Landscaping Projects (New works)	2,500	300.00	371.07	-71.07	2200.00	2128.93	70.00	74.90	-4.90	20.00	21.32	-1.32	140.00	141.00	-1.00	
Fuel, Oil and Water	500	390.00	325.48	64.52	110.00	174.52	25.00	24.99	0.01	25.00	49.82	-24.82	90.00	88.23	1.77	
Vehicle Expenses	1,500	1750.00	1711.34	38.66	-250.00	-211.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Wildlife Goods	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	0.00	
Playground Costs	728	540.00	759.64	-219.64	188.00	-31.64	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Groundsman Totals	97,052	66282.00	56313.54	9968.46	30769.73	40738.20	21368.00	19569.42	1798.58	6818.00	5420.85	1397.15	5222.00	4110.73	1111.27	

Operational The Centre Budget

Staff salaries	34,050	25709.00	22078.92	3630.08	8341.41	11971.48	2,887.00	2,256.62	630.38	2,887.00	2,392.01	494.99	2,857.00	2,443.73	413.27	
Employers NI	955	712.00	752.47	-40.47	243.14	202.67	82.00	77.40	4.60	82.00	90.87	-8.87	80.00	84.04	-4.04	
Youth Activities	500	90.00	0.00	90.00	410.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	90.00	0.00	90.00	
PRS & Licenses	1,500	980.00	981.40	-1.40	520.00	518.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Advertising, Communications & Printing	474	0.00	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	8,500	5360.00	5689.19	-329.19	3140.00	2810.81	150.00	150.80	-0.80	1,500.00	1493.11	6.89	50.00	53.34	-3.34	
Business Rates	12,120	10908.00	10908.00	0.00	1212.00	1212.00	1,212.00	1212.00	0.00	1,212.00	1212.00	0.00	1,212.00	1212.00	0.00	
Water	1,500	960.00	280.97	679.03	540.00	1219.03	120.00	0.00	120.00	120.00	249.67	-129.67	0.00	0.00	0.00	
Electricity	500	409.00	663.45	-254.45	91.00	-163.45	42.00	57.44	-15.44	85.00	85.54	-0.54	30.00	28.25	1.75	
Gas	1,800	1200.00	2488.24	-1288.24	600.00	-688.24	150.00	25.11	124.89	150.00	297.72	-147.72	150.00	283.39	-133.39	
Cleaning	1,560	1540.00	6017.58	-4477.58	20.00	-4457.58	130.00	1357.32	-1,227.32	130.00	1406.94	-1,276.94	130.00	620.21	-490.21	New cleaning contract
Centre Totals	63,460	47868.00	49860.22	-1992.22	15591.78	13599.56	4773.00	5136.69	-363.69	6166.00	7227.86	-1061.86	4599.00	4724.96	-125.96	
Combined Expenditure Totals	370,866	237002.50	222341.15	14661.34	125789.68	136406.25	37678.00	36347.59	1330.41	25624.00	26440.96	-816.96	23504.00	21041.59	2462.41	

Income 2018/2019

	2018/2019 Income Budget	Year to date Budget 01/04/2018 - 31/10/2018	Year to Date Income 01/04/2018 - 31/10/2018	Year to date Variance + / -	Remaining Budget 01/09/2018 - 31/03/2019	Full Year Budget minus Full year Income	October 18 Budget	October 18 Income	Variance + /-	November 18 Budget	November 18 Income	Variance + / -	December 18 Budget	December 18 Income	Variance + / -	Notes
The Trust Income																
Annual Charge	-367,230	-366005.90	-377581.83	11575.93	-1224.10	10351.83	-1,224.10	-1901.50	677.40	-1,020.08	-1350.59	330.51	-816.07	-580.85	-235.22	
Administration Fees	-12,000	-9000.00	-19868.35	10868.35	-3000.00	7868.35	-1,000.00	-2100.00	1,100.00	-1,000.00	-2050.00	1,050.00	-1,000.00	-1400.00	400.00	
Other	-1,000	-1100.00	-5915.93	4815.93	100.00	4915.93	0.00	-1042.18	1,042.18	-100.00	-685.21	585.21	0.00	0.00	0.00	
The Trust Total income NET	-380,230	-376105.90	-403366.11	27260.21	-4124.10	23136.11	- 2,224.10	-5,043.68	2,819.58	- 2,120.08	-4,085.80	1,965.72	- 1,816.07	-1,980.85	164.78	

The Centre Income																
Proportioned Centre Costs (income)	-4,387	-3769.27	-5109.92	1340.65	-618.21	722.44	-415.15	-665.62	250.47	-425.95	-816.22	390.27	-382.02	-538.11	156.08	
Trust Subsidy	-31,072	-18947.40	-18953.96	6.56	-12124.91	-12118.34	-2,057.85	-754.96	-1,302.89	-3,440.05	-2683.50	-756.55	-1,516.98	-2205.11	688.13	
Avalon Bookings	-28,000	-21100.00	-25796.34	4696.34	-6900.00	-2203.66	-2,300.00	-3716.11	1,416.11	-2,300.00	-3728.14	1,428.14	-2,700.00	-1981.75	-718.25	
The Centre Total income NET	-63,460	-43816.66	-49860.22	6043.56	-19643.12	-13599.56	- 4,773.00	-5,136.69	363.69	- 6,166.00	-7,227.86	1,061.86	- 4,599.00	-4,724.96	125.96	

Total Income	-443,690	-419922.56	-453226.33	33303.77	-23767.22	9536.55	-6,997.10	-10,180.37	3,183.27	-8,286.08	-11,313.66	3,027.58	-6,415.07	-6,705.81	290.75	
Total Net Budget	-72,824.04	-182920.07	-230885.18	47965.11	102,022.46	145,942.80	30,680.90	26,167.22	4,513.68	17,337.92	15,127.30	2,210.62	17,088.93	14,335.78	2,753.15	

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