



AGENDA
Elsea Park Community Trust Board Meeting
Thursday 4th July 2019 – 18:00

Venue: Meeting Room, The Centre @ Elsea Park

| Time | Item | |
|--------------|---|------------|
| 18:00 | 1 Welcome and Apologies | JB |
| 18:05 | 2 Minutes from previous meeting held on 6th June 2019 | JB |
| 18:10 | 3 Matters arising from the Minutes | All |
| 18:25 | 4 Management report | BC |
| 18:45 | 5 Monthly Finance Report | BC |
| 18:55 | 6 Year End Accounts and Audit report | BL |
| 19:15 | 7 Directors Items | All |
| 19:50 | 8 Any Other Business | All |
| 20:10 | 9 Date of the next meeting: Thursday 1st August 2019 | All |

**Elsea Park Community Trust Board Meeting Minutes
Thursday 4th July, 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 |
| Paul Fellows | PF | Bourne Town Council Representative |
| Robert Reid | RR | SKDC Representative |
| Debbie Keefe | DK | School's Representative |
| | | |
| In Attendance: | | |
| Barry Cook | BC | Trust Manager |
| Bea Laidler | BL | Finance and Admin Officer |

The meeting opened at 18:00

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 No apologies were received.

2. Minutes from the Previous Meeting Held on 6th June 2019

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

The Management report had been circulated prior to the meeting and BC gave the following updates:

4.1 Bourne Heights Footpath

4.1.1 BC advised that Kier had gone to a good deal of expense and effort to try and resolve the footpath issue when they had no obligation to do so. He had maintained close liaison with

Kier's Head of Planning (JG) and the plans had gone through a number of iterations prior to the final version being agreed ready for the reserved matters application.

4.1.2 RR stated he would inform BC when the plans are received at SKDC.

Action RR

4.1.4 BC said that the contractor will require a minimum of two weeks' notice to mobilise if the plans are approved, and thought there may be an uplift in the cost as the time limit on the original quotation had long since expired.

4.1.5 RR advised would endeavour to obtain funding from SKDC to cover any increase in costs.

Action RR

4.2 AGP Project

4.2.1 BC advised that he had received assurance from DB that the recent decision by Kier Group to try and find a buyer for Kier Living would not jeopardise their offer of the contribution towards the pavilion build, nor impact on Kier's current and planned developments on Elsea Park.

4.2.2 DB had also advised that it was likely that a temporary road would be built to provide access to the contractors for the pitch and pavilion build.

4.2.3 DB has agreed to the legal transfer of the land on which the AGP and pavilion will be constructed to The Trust to satisfy the Football Foundation's requirements.

4.2.4 JB proposed to accept Kier's formal offer of funds; this was seconded by MU and carried unanimously.

4.2.5 RR advised that the request for the £10k grant from SKDC had been unsuccessful as further information was required. BC expressed surprise and disappointment, having been assured by the officer dealing with the submission that he would contact BC ahead of the panel meeting if anything else was needed. RR asked BC for a copy of the submission so that he could investigate further.

Action BC/RR

4.3 VAT

4.3.1 BC explained that HMRC have yet to reach a final decision regarding the requirement for The Trust to pay VAT on the Annual Charge. BC added that he had hastened the Case Officer several times and had received an email from them saying that pending the outcome, the VAT submission for the first 2019/2020 quarter could be submitted as VAT exempt if The Trust preferred. This means that if the final decision goes against The Trust, we will need to pay HMRC in the region of £80k but there will be no interest or penalties incurred. All agreed that this was the best way to proceed, and instructed BC to write to HMRC advising of The Trust's decision and BL to submit the VAT return accordingly.

Action BC/RR

4.4 Grounds Maintenance

4.4.1 BC informed the Board that the grounds contractor has failed to meet the contract requirements. He reminded the board that the one-year extension that had been awarded was subject to agreed standards being maintained, and on the condition that The Trust reserved the right to terminate the contract immediately should standards fall again.

4.4.2 BC advised he has discussed interim measures with PE should the contract be terminated, and PE said he will be happy to work an additional day each week if required. PE has also spoken with SO who has agreed to take on some of PE's tasks.

4.4.3 A debate then ensued regarding future grounds maintenance. BC feels that if the contract is put out to tender again, the price (which was fixed over three years ago) will increase significantly, and he felt the time was now right to consider bringing Ground's Maintenance back "in house". This would require another full-time employee, occasional tasks being outsourced as needed, and the purchase of an additional mower.

4.4.4 The Trust currently has a triple gang cylinder mower on trial from Fentons of Bourne which has been delivering great results. The mower was brand new at the start of the trial, and Fentons have offered the mower at a heavily discounted price should The Trust wish to purchase it. BC advised that he has obtained two written quotes from other suppliers and that their prices are considerably higher than that offered by Fentons.

4.4.5 The Board unanimously voted to:

1. Terminate the grounds maintenance with CGM with immediate effect.
2. Bring grounds maintenance in-house (as an interim measure) pending further consideration.
3. Purchase the triple gang cylinder mower from Fentons.

Action BC

4.5 Planters at Entrances to Elsea Park

4.5.1 BC has met with Ian IS from Bourne Town Council (BTC) who has asked if the planters can be used to advertise targeted events with the prior agreement of The Trust. All present felt this was perfectly acceptable given that BTC were maintaining the planters so that there was a consistent look and feel across the town.

4.6 Neighbourhood Watch

BC plans to have a display of neighbourhood watch information at Picnic in the Park.

4.7 Bourne in Bloom

4.7.1 PE has shown the Bourne in Bloom judges around Elsea Park highlighting the areas that have undergone transformation.

4.7.2 PF added the work around Bourne is for all year not just for judging week!

4.7.3 JB asked BC to thank PE for all his hard work.

Action BC

5. Finance Reports

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

5.2 BL updated the Board on the final reminders sent out and will initiate court action at the end of the month for debts that remain unpaid.

Action BL

5.3 BL added that for debtors that have previously been taken to court and now have a judgement against them, she will be approaching the court next week to apply for an attachment of earnings.

Action BL

5.4 BL passed around a copy of her direct debit reconciliation with Harlands which shows the cumulative difference between what funds are expected and what Harland has actually paid. The account manager at Harlands has checked this and found nothing to indicate that the overpayment was not due to The Trust.

6. Year End Account and Audit Report

6.1 BL discussed the audit report and explained the issues highlighted in the report.

6.2 BL has informed the auditors of the AGM date and they have confirmed their attendance.

6.3 BL asked JB to sign the Letter of Representation confirming that all financial records were made available for the audit and agreeing to implement their recommendations.

7. Directors' Items

There were no Directors' Items.

8. Any Other Business

8.1 BL read a report from the Assistant Youth Worker which explained that the older youth group is running successfully with between 20 and 30 young people attending the Youth Clubs on weekly basis.

8.2.1 PK advised she had attended the 'Save the Spinney' meeting and thought that perhaps 80% of the attendees were not from Elsea Park and did therefore not appreciate the extent of the ASB being experienced by the school and some residents living near the spinney.

8.2.2 PK went on to say that the impression everyone had was that if the plans for the ten self-build plots were approved, the rest of The Spinney would be under threat.

8.2.3 PF advised that moves were afoot by SKDC to place Tree Preservation Orders covering all the trees in the spinney.

8.3.1 PK asked if The Trust were planning any events to celebrate VE Day next May. BC offered to ask Oak Family Entertainment if they were organising Picnic In The Park again next year, and if so, if they might consider moving it to coincide with the VE day celebrations.

Action BC

8.3.2 PF advised that BTC has a programme of events planned for the period leading up to and including VE Day.

8.4 RR informed the meeting that a resident from Bourne Heights had queried the provision of play facilities in Zone 10A. BC advised that there is a triangular-shaped area of land on Welland Drive that will eventually be transferred to The Trust (from Larkfleet Homes) as POS. When transfer takes place, he suggested that Bourne Heights residents should be consulted to ascertain if they would like any low-key play equipment installed there to create a LAP (Local Area for Play), subject to planning permission being obtained.

8.5.1 DK said that the school are keen to be involved with community activity and shared a number of ideas / projects that the school and children wish to undertake.

8.5.2 PK and PF suggested that the school should decide on a small number of term-based projects and The Trust will help out wherever possible including displaying children's artwork on a board in The Centre and perhaps assisting with funding.

8.6.1 BC said he has received a request from the Willoughby School for a raffle prize for their Christmas Draw. He asked those present what response he should give

8.6.2 After some discussion, it was agreed that whilst The Trust do not normally provide prizes (it receives numerous requests), The Willoughby School is a special case, and a raffle prize should be donated to the value of £100.

8.7 BC suggested that with the development increasing in size, further notice boards should be considered and possible locations were at the POS on Bourne Heights and Haydock Park Drive (by the new play area).

8.8 BC advised that SO has refurbished all the cast iron bins along the Quaysides and now plans to repaint the steel play equipment and benches in several play areas over the coming months.

9. Date of next meeting

The next meeting will be held on Thursday 1st August 2019 at 6:00pm.

There being no further business, the meeting closed at 20:30

Report to: Elsea Park Community Trust Board
Date: 2 July 2019
Subject: Management Report – July 2019
From: Barry Cook – Community Trust Manager

1. Bourne Heights Footpath

Kier have now sent us a copy of the plans showing the routing of the path ready for the Reserved Matters Application. I have asked for an amendment to include the seven trees that we'd like to plant there.

Sam cleared the area in preparation for mowing, Peter has given it its first cut and will now cut the area every two or three weeks and will spray the area to kill off the weeds as soon as we get a start date (assuming the plans are approved).

2. AGP Project

On 20 June, following consultation with the Football Foundation I accepted their offer of a grant of £487,637 towards the total cost of the pitch (some 67% of the cost of the pitch itself). I did this having obtained an extension of the acceptance deadline having been advised that accepting the grant would not establish a contract with the foundation until we asked to draw down the first payment.

On 21 June 2019 we finally received a letter from HMRC agreeing to an initial VAT recovery position of 85% of VAT on the pitch and pavilion builds (this will be reviewed on an annual basis and an adjustment made if required).

3. The Trust's VAT Position

I have once again hastened HMRC for a decision on the VAT status of the Annual Charge; this is particularly important as the next VAT return is due by 15th June 2019, and will see us incurring a VAT bill of almost £80,000.

4. Ground Maintenance 2020

Having been asked by The Board to investigate the costs and options of bringing Grounds Maintenance completely in house from April 2020, BL has done some calculations that show a potential saving of approximately £2700 based on the current contract cost and the assumption that the VAT ruling is in our favour and we will therefore be unable to reclaim VAT on contractors costs.

The actual saving we might make is expected to be considerably more than that given that the contract price was fixed over three years ago and is expected to rise considerably were it to be retendered. In any case, the extra areas that we will be

bringing on to maintenance in the near future will see a major increase in the existing charge.

We would also need to purchase an additional ride on mower (though we anticipate that no other major purchases will be required).

If we do bring maintenance in house, we will need to take account of the requirement to service our major equipment more regularly (due to much higher usage) and the cost of training new staff (should training be required).

5. Planters at Entrances to Elsea Park

Two of the three planters are now in place at the entrances to Bourne Heights and Musselburgh Way. The final planter should be in situ at the entrance to The Gables in the next couple of weeks.

6. Neighbourhood Watch

The first few schemes are now active and accepting members. We will be further promoting NW at Picnic In The Park this weekend.

7. Bourne In Bloom

We have been asked once again if Peter can show the judges around some of the unique areas on Elsea Park; the judges are due to visit tomorrow morning.

Operational Trust Budget



| Item | 2019/2020 Spend Budget | Year to date Budget 01/04/2019 - 31/05/2019 | Year to Date Expenditure 01/04/2019 - 31/05/2019 | Year to date Variance + / - | Remaining Budget 01/06/2019 - 31/03/2020 | April 19 Budget | April 19 Expenditure | Variance + / - | May 19 Budget | May 19 Expenditure | Variance + / - | Notes |
|--|------------------------|---|--|-----------------------------|--|------------------|----------------------|-----------------|------------------|--------------------|-----------------|-------|
| Office Staff Salaries | 72,602.00 | 11,921.44 | 11,921.44 | - | 60,680.56 | 5,960.72 | 5,960.72 | - | 5,960.72 | 5,960.72 | 0.00 | |
| Employers NI & Pension | 7,967.00 | 262.41 | 262.41 | - | 7,704.59 | 131.20 | 131.20 | - | 131.20 | 131.20 | 0.00 | |
| Agency and temporary staff | - | - | - | - | - | - | - | - | 0.00 | - | 0.00 | |
| Staff Training | 500.00 | 80.00 | - | 80.00 | 420.00 | 40.00 | - | 40.00 | 40.00 | - | 40.00 | |
| Recruitment & Other Staffing Costs | 500.00 | 80.00 | - | 80.00 | 420.00 | 40.00 | - | 40.00 | 40.00 | - | 40.00 | |
| Communications, Printing and Advertising | 2,500.00 | 400.00 | - | 400.00 | 2,100.00 | 150.00 | - | 150.00 | 250.00 | - | 250.00 | |
| Franking | 2,500.00 | 400.00 | - | 400.00 | 2,100.00 | 150.00 | - | 150.00 | 250.00 | - | 250.00 | |
| Office Stationery | 2,000.00 | 300.00 | 50.11 | 249.89 | 1,700.00 | 150.00 | - | 150.00 | 150.00 | 50.11 | 99.89 | |
| Travel & Subsistence | 150.00 | 25.00 | - | 25.00 | 125.00 | 15.00 | - | 15.00 | 10.00 | - | 10.00 | |
| Telephone/Mobile and Broadband | 1,800.00 | 300.00 | 205.65 | 94.35 | 1,500.00 | 150.00 | - | 150.00 | 150.00 | 205.65 | -55.65 | |
| Website, IT and Software | 3,000.00 | 100.00 | 157.60 | - 57.60 | 2,900.00 | 50.00 | 57.60 | - 7.60 | 50.00 | 100.00 | -50.00 | |
| Membership & Subscription | 500.00 | 80.00 | - | 80.00 | 420.00 | 40.00 | - | 40.00 | 40.00 | - | 40.00 | |
| Audit and Accountancy Fees | 4,900.00 | 2,750.00 | 2,799.00 | - 49.00 | 2,150.00 | 50.00 | 49.00 | 1.00 | 2,700.00 | 2,750.00 | -50.00 | |
| Legal Fees (Court action) | 1,500.00 | - | - | - | 1,500.00 | - | - | - | - | - | 0.00 | |
| Professional Fees | 1,500.00 | - | 1,206.00 | - 1,206.00 | 1,500.00 | - | 1,200.00 | - 1,200.00 | - | 6.00 | -6.00 | |
| Insurance | 4,000.00 | - | - | - | 4,000.00 | - | - | - | - | - | 0.00 | |
| Sports Facilities | 250,000.00 | 2,920.00 | 2,884.66 | 35.34 | 247,080.00 | 420.00 | 420.00 | - | 2,500.00 | 2,464.66 | 35.34 | |
| Miscellaneous Expenditure | 1,200.00 | 200.00 | 249.46 | - 49.46 | 1,000.00 | 100.00 | - | 100.00 | 100.00 | 249.46 | -149.46 | |
| Bird boxes | 250.00 | - | - | - | 250.00 | - | - | - | - | - | 0.00 | |
| Trust Community Grants | 1,000.00 | - | - | - | 1,000.00 | - | - | - | - | - | 0.00 | |
| Community Training | 600.00 | - | - | - | 600.00 | - | - | - | - | - | 0.00 | |
| Anniversary Weekend & Christmas party | 3,500.00 | - | - | - | 3,500.00 | - | - | - | - | - | 0.00 | |
| Charges (card machine, harlands, bank) | 4,750.00 | 900.00 | 1,109.67 | 2,009.67 | 3,850.00 | 450.00 | 1,340.57 | 1,790.57 | 450.00 | 230.90 | 219.10 | |
| Proportioned Centre Costs | 7,209.00 | 1,339.09 | 1,252.00 | 87.08 | 5,869.92 | 687.74 | 633.48 | 54.26 | 651 | 618.52 | 32.82 | |
| Depreciation allowance | 38,000.00 | - | - | - | 38,000.00 | - | - | - | - | - | 0.00 | |
| Contribution to The Centre | 28,809.00 | 4,662.82 | 1,556.70 | 3,106.12 | 24,146.18 | 2,853.21 | 1,789.16 | 1,064.05 | 1,809.61 | 232.46 | 2,042.07 | |
| Trust Totals | 441,237.00 | 26,720.74 | 21,435.35 | 5,285.39 | 414,516.26 | 11,437.87 | 8,900.60 | 2,537.28 | 15,282.87 | 12,534.76 | 2,748.12 | |

Operational Groundsman Budget

| | | | | | | | | | | | | |
|--|------------------|------------------|------------------|-----------------|------------------|-----------------|-----------------|-----------------|-----------------|-----------------|---------------|--|
| Salaries | 22,361.00 | 3,671.80 | 3,671.80 | - | 18,689.20 | 1,835.90 | 1,835.90 | 0.00 | 1,835.90 | 1,835.90 | 0.00 | |
| Employers NI | 1,200.00 | - | - | - | 1,200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Other Grounds Personnel Costs | 500.00 | 80.00 | - | 80.00 | 420.00 | 40.00 | 0.00 | 40.00 | 40.00 | 0.00 | 40.00 | |
| Grounds Maintenance Contract | 25,200.00 | 4,200.00 | 3,858.24 | 341.76 | 21,000.00 | 2,100.00 | 1,929.12 | 170.88 | 2,100.00 | 1,929.12 | 170.88 | |
| Equipment Hire | 500.00 | 80.00 | - | 80.00 | 420.00 | 40.00 | 0.00 | 40.00 | 40.00 | 0.00 | 40.00 | |
| Repairs and Renewals | 1,500.00 | - | - | - | 1,500.00 | 0.00 | 0.00 | 0.00 | - | 0.00 | 0.00 | |
| Miscellaneous Expenditure | 1,000.00 | 160.00 | 304.65 | - 144.65 | 840.00 | 80.00 | 92.94 | -12.94 | 80.00 | 211.71 | -131.71 | |
| Ditch & Dyke Maintenance, Fence repairs and replacements | 29,200.00 | 5,800.00 | 5,768.05 | 31.95 | 23,400.00 | 0.00 | 0.00 | 0.00 | 5,800.00 | 5,768.05 | 31.95 | |
| Habitat Ponds | - | - | - | - | - | 0.00 | 0.00 | 0.00 | - | 0.00 | 0.00 | |
| Arboricultural Survey & Tree maintenance | 1,100.00 | 500.00 | - | 500.00 | 600.00 | 500.00 | 0.00 | 500.00 | - | 0.00 | 0.00 | |
| Landscaping Projects (New works) | 1,500.00 | 100.00 | - | 100.00 | 1,400.00 | 50.00 | 0.00 | 50.00 | 50.00 | 0.00 | 50.00 | |
| Waste collection (waste bins around the development) | 1,500.00 | 375.00 | - | 375.00 | 1,125.00 | 375.00 | 0.00 | 375.00 | - | 0.00 | 0.00 | |
| Fuel, Oil and Water | 500.00 | 80.00 | 16.67 | 63.33 | 420.00 | 40.00 | 0.00 | 40.00 | 40.00 | 16.67 | 23.33 | |
| Vehicle Insurance | 2,000.00 | - | - | - | 2,000.00 | 0.00 | 0.00 | 0.00 | - | 0.00 | 0.00 | |
| Play ground inspection | 800.00 | - | - | - | 800.00 | 0.00 | 0.00 | 0.00 | - | 0.00 | 0.00 | |
| Groundsman Totals | 88,861.00 | 15,046.80 | 13,619.41 | 1,427.39 | 73,814.20 | 5,060.90 | 3,857.96 | 1,202.94 | 9,985.90 | 9,761.45 | 224.45 | |

Operational The Centre Budget

| | | | | | | | | | | | | | |
|--|----|-------------------|------------------|------------------|-----------------|-------------------|------------------|------------------|-----------------|------------------|------------------|-----------------|--|
| Staff salaries | | 28,310.00 | 4,960.97 | 4,960.97 | - | 23,349.03 | 2,480.48 | 2,480.48 | 0.00 | 2,480.48 | 2,480.48 | 0.00 | |
| Employers NI & Pension | | 1,087.00 | 30.93 | 30.93 | - | 1,056.07 | 15.47 | 15.47 | 0.00 | 15.47 | 15.47 | 0.00 | |
| Youth Activities | 35 | 500.00 | 80.00 | 0.00 | 80.00 | 420.00 | 40.00 | 0.00 | 40.00 | 40.00 | 0.00 | 40.00 | |
| PRS & Licenses | 36 | 1,500.00 | 835.00 | 827.62 | 7.38 | 665.00 | 135.00 | 135.00 | 0.00 | 700.00 | 692.62 | 7.38 | |
| Advertising, Communications & Printing | 37 | 400.00 | 60.00 | 0.00 | 60.00 | 340.00 | 30.00 | 0.00 | 30.00 | 30.00 | 0.00 | 30.00 | |
| The Centre repairs, renewals & maintenance | 38 | 8,500.00 | 1,000.00 | -188.04 | 1,188.04 | 7,500.00 | 500.00 | -188.04 | 688.04 | 500.00 | 0.00 | 500.00 | Credit received for zip tap maintenance |
| Business Rates | 39 | 12,500.00 | 2,500.00 | 2,479.55 | 20.45 | 10,000.00 | 1,250.00 | 1,239.78 | 10.22 | 1,250.00 | 1,239.78 | 10.22 | |
| Water | 40 | 1,500.00 | 250.00 | 524.74 | -274.74 | 1,250.00 | 125.00 | 0.00 | 125.00 | 125.00 | 524.74 | -399.74 | |
| Electricity | 41 | 720.00 | 120.00 | 63.47 | 56.53 | 600.00 | 60.00 | 0.00 | 60.00 | 60.00 | 63.47 | -3.47 | |
| Gas | 42 | 2,000.00 | 420.00 | 265.09 | 154.91 | 1,580.00 | 230.00 | 155.06 | 74.94 | 190.00 | 110.03 | 79.97 | |
| Waste Collection | 44 | 500.00 | 125.00 | 481.00 | -356.00 | 375.00 | 125.00 | 481.00 | -356.00 | 0.00 | 0.00 | 0.00 | |
| Cleaning Contract | 45 | 9,500.00 | 1,580.00 | 990.00 | 590.00 | 7,920.00 | 780.00 | 600.00 | 180.00 | 800.00 | 390.00 | 410.00 | |
| Cleaning | 43 | 2,000.00 | 340.00 | 184.21 | 155.79 | 1,660.00 | 170.00 | 48.00 | 122.00 | 170.00 | 136.21 | 33.79 | Expenditure included the cleaning contract which is split in 2019/20 |
| Proportioned Centre Costs (income) | | -7,209.00 | -1,339.09 | -1,252.00 | -87.08 | -5,869.92 | -687.74 | -633.48 | -54.26 | -651.35 | -618.52 | -32.82 | %age changed to 25.1% of shared expenditure according to ratable value |
| Centre Totals | | 61,808.00 | 10,962.82 | 9,367.54 | 1,595.28 | 50,845.18 | 5,253.21 | 4,333.26 | 919.95 | 5,709.61 | 5,034.28 | 675.33 | |
| Combined Expenditure Totals | | 591,906.00 | 52,730.36 | 44,422.30 | 8,308.06 | 539,175.64 | 21,751.98 | 17,091.82 | 4,660.16 | 30,978.38 | 27,330.48 | 3,647.90 | |

Income 2019/2020

| | | 2019/2020 Income Budget | Year to date Budget 01/04/2019 - 31/05/2019 | Year to Date Income 01/04/2019 - 31/05/2019 | Year to date Variance +/- | Remaining Budget 01/05/2019 - 31/03/2020 | April 19 Budget | April 19 Income | Variance +/- | May 19 Budget | May 19 Income | Variance +/- | Notes |
|--|---|-------------------------------|--|--|------------------------------|---|---------------------|---------------------|------------------|-------------------|--------------------|-----------------|--|
| The Trust income | | | | | | | | | | | | | |
| Annual charge | a | -411,538.00 | -400,093.06 | -408,992.93 | 8,899.87 | -11,444.94 | -397,803.96 | -406,695.95 | 8,891.99 | -2,289.10 | -2,296.98 | 7.88 | |
| Anticipated VAT refund on annual charge | | -82,300.00 | -80,018.61 | -81,798.59 | 1,779.97 | -2,281.39 | -79,560.79 | -81,339.19 | 1,778.40 | -457.82 | -459.40 | 1.58 | |
| Administration fees | b | -19,200.00 | -2,600.00 | -4,360.00 | 1,760.00 | -16,600.00 | -1,600.00 | -1,980.00 | 380.00 | -1,000.00 | -2,380.00 | 1,380.00 | 10 new properties per month plus 6 resales per month |
| Interest earned | e | -4,000.00 | 0.00 | 0.00 | - | -4,000.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| Other | c | -1,000.00 | 0.00 | -3,100.17 | 3,100.17 | -1,000.00 | 0.00 | -3,000.00 | 3,000.00 | 0.00 | -100.17 | 100.17 | Cashback on office chairs |
| The Trust Total income NET | | - 518,038.00 | - 482,711.67 | - 498,251.68 | 15,540.01 | - 35,326.33 | -478,964.75 | -493,015.14 | 14,050.39 | -3,746.92 | -5,236.54 | 1,489.62 | |
| The Centre Income | | | | | | | | | | | | | |
| Avalon Bookings | d | -33,000.00 | -6,300.00 | -7,810.84 | 1,510.84 | -26,700.00 | -2,400.00 | -2,544.10 | 144.10 | -3,900.00 | -5,266.74 | 1,366.74 | |
| Trust Subsidy | | -28,809.00 | -4,662.82 | -1,556.70 | -3,106.12 | -24,146.18 | -2,853.21 | -1,789.16 | -1,064.05 | -1,809.61 | 232.46 | -2,042.07 | Full subsidy not used due to increased bookings |
| The Centre Total income NET | | - 61,809.00 | - 10,962.82 | - 9,367.54 | -1,595.28 | - 50,846.18 | - 5,253.21 | - 4,333.26 | -919.95 | - 5,709.61 | - 5,034.28 | -675.33 | |
| Total Income | | -579,847.00 | -493,674.49 | -507,619.22 | 13,944.73 | - 86,172.51 | - 484,217.96 | - 497,348.40 | 13,130.44 | - 9,456.53 | - 10,270.82 | 814.29 | |
| Total Net Budget | | 12,059.00 | -440,944.13 | -463,196.92 | 22,252.79 | 453,003.13 | - 462,465.98 | - 480,256.59 | 17,790.60 | 21,521.85 | 17,059.66 | 4,462.19 | |
| OK | | | | | | | | | | | | | |
| Ring fenced Accounts | | | | | | | | | | | | | |
| Green Fund Total | | 39,659.00 | | - | | | | | | | | | |
| Renewals & replacement reserve | | 36,000.00 | | 28,750.00 | | 7,250.00 | | 28,750.00 | | | | | |
| Programme of Works reserve | | 77,100.00 | | - | | | | | | | | | Rolling 5 year plan |
| Capital Prurchases (For Information Only) | | | | | | | | | | | | | |
| Husqvarna Flail | | | | 3,250.00 | | | | 3,250.00 | | | | | |
| Iseki Tractor | | | | 25,500.00 | | | | 25,500.00 | | | | | |