



**AGENDA**  
**Elsea Park Community Trust Board Meeting**  
**Thursday 3<sup>rd</sup> October 2019 – 18:00**

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

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<b>Time</b>	<b>Item</b>	
<b>18:00</b>	<b>1 Welcome and Apologies</b>	<b>JB</b>
<b>18:05</b>	<b>2 Minutes from previous meeting held on 5<sup>th</sup> September 2019</b>	<b>JB</b>
<b>18:10</b>	<b>3 Matters arising from the Minutes</b>	<b>All</b>
<b>18:25</b>	<b>4 Management report</b>	<b>BC</b>
<b>18:50</b>	<b>5 Monthly Finance Report</b>	<b>BL</b>
<b>19:05</b>	<b>6 AGP</b>	<b>BC</b>
<b>19:30</b>	<b>7 AGM</b>	<b>JB</b>
<b>20:00</b>	<b>8 Directors Items</b>	<b>All</b>
	<b>8.1 Use of Centre car park for school run</b>	<b>JB</b>
	<b>8.2 Shuttle bus</b>	<b>JB</b>
<b>20:20</b>	<b>9 Centre Users</b>	<b>BC</b>
<b>20:30</b>	<b>10 Any Other Business</b>	<b>All</b>
<b>20:50</b>	<b>11 Date of the next meeting: Thursday 7<sup>th</sup> November 2019</b>	<b>All</b>

**Else Park Community Trust Board Meeting Minutes**  
**Thursday 3<sup>rd</sup> October, 2019**

<b>Present:</b>		
Jono Brough	JB	Owner Director (Chair)
Michael Marren	MM	Owner Director (Vice Chair)
Peggy Kent	PK	Resident Director
Paul Fellows	PF	Bourne Town Council Representative
Robert Reid	RR	SKDC Representative
Debbie Keefe	DK	School's Representative
<b>In Attendance:</b>		
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 Apologies were received from Mark Underwood.

### 2. Minutes from the Previous Meeting Held on 5<sup>th</sup> September 2019

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

### 3. Matters arising from the Minutes

3.1.1 Item 8.2 BL asked PF if he has enquired about the Christmas trees. PF answered that there was nobody available to help when visiting the lot but will try again.

**Action PF**

3.1.2 BL will arrange lighting and decoration for the four trees

**Action BL**

3.2.1 Item 8.4 PK has delayed the 'community fridge' until January

**Action PK**

3.2.2 RR thought the display fridge may not be appropriate, so he has offered to fund a fridge through his Ward Member Grant if required.

**Action RR**

#### **4. Management Report**

BC sent out the Management report to everyone prior to the meeting and gave the following updates:

##### 4.1 Bourne Heights Footpath

4.1.1 BC informed the Board that the deadline for comments to SKDC was 7<sup>th</sup> October 2019 and except for one, all comments received have been positive and in support of the path.

4.1.2 BC will liaise with the contractor and discuss a date to start work installing the footpath.

**Action BC**

4.1.3 The Stamford Mercury has published a good article about the footpath.

##### 4.2 AGP Project

This is now a separate agenda item.

##### 4.3 VAT

We are still waiting for a response from HMRC.

##### 4.4 Improved Pedestrian Links within Elsea Park

No further updates available

##### 4.5 Barratt Homes Play Area north of The Furlongs

No further updates are available.

##### 4.6 Taylor Wimpey Play Area on Haydock Park Drive

No further updates are available.

##### 4.7 Public Open Space off Welland Drive

Once the area of land is to an acceptable standard and transferred to The Trust, BC will consult with the residents to see if they would like to see a Local Area for Play (LAP) created with the installation of some low-key play equipment.

**Action BC**

#### 4.8 General Situation Regarding Play Areas and POS on Elsea Park

RR responded to BC saying that he will contact Nick Robins, the portfolio holder to discuss this issue.

**Action BC**

#### 4.9 Street Lighting

4.9.1 Due to the lack of comments, MM feels that this is a subject to include in the AGM.

4.9.2 JB will include the subject into the structured programme.

**Action JB**

#### 4.10 Late Night Office Opening

The Board agreed to the change of the late opening day to Thursday with the option to revert to the Wednesday late opening if necessary.

#### 4.11 Private Property/Public Open Space Delineation

The Board thanked BC for the work undertaken to achieve this success.

The following items are in addition to the Management Report

#### 4.12 Flooding on Tilia Way

4.12.1 The road often floods on Tilia Way at the junction of Quayside West during heavy rains.

4.12.2 Anglian Water has rodded and jetted the drain in an attempt to clear any blockages but without success.

4.12.3 That section of Tilia Way was adopted by LCC Highways several years ago, so BC asked if RR could raise this issue with Highways.

4.12.4 RR responded saying that he is meeting with R Davies and R Smith on 5<sup>th</sup> November and will bring the problem to their attention.

**Action RR**

4.12.5 BC will provide drawings and photographs to RR in time for the meeting.

**Action BC**

#### 4.13 Land Transfers

4.13.1 BC spoke generally about the land due to be transferred to The Trust and voiced his concerns regarding some areas of open space that have yet to be transferred.

4.13.2 He went onto say that Persimmon and Barratt are expected to submit planning applications for new zones in the near future.

4.13.3 PF explained that a survey has been carried out on the land around the farmhouse and livery yard and he understands that it may have indicated that there is some contamination which will need to be addressed.

4.13.4 RR said that he has visited the site to assess the state of the buildings and is concerned that there may be an asbestos issue.

4.13.5 BC mentioned it will be worth having discussions with the Landowners Trust as they prepare the area for handover as it's possible that some of the buildings thereon might be suitable for refurbishment for community use rather than just being demolished.

4.13.6 BC said he hopes that the transfer of land occupied by the livery yard etc might be progressed when the surrounding area is developed by Barratt Homes.

4.14 Bourne Town Council Contribution to the cost of the Bourne Heights Footpath and the AGP.

4.14.1 BC asked if the funding for the path and the AGP is still available?

4.14.2 PF explained that the contribution towards the AGP is still available but the contribution towards the path did not come formally before the council so has yet to be agreed. PF said he will raise this at the next BTC meeting.

**Action PF**

4.15 Uniforms

4.15.1 BC asked if office staff should be provided with EPCT branded shirts. After some discussion, the Board felt that this was a good idea.

4.15.2 BL will obtain some samples of polo shirts to see how they fit for size and comfort.

**Action BL**

4.16 NVQ Certificates

4.16.1 BC informed the Board that office staff had recently received their certificates from the awarding body following successful completion of their various NVQ courses.

4.16.2 JB thought this was a very good achievement, and he and the directors expressed their congratulations

4.17 2019 Staff Pay Review

JB will table this as an agenda item for the November meeting and asked BL to provide payroll information ahead of the next meeting.

**Action BL**

## 5. Finance Reports

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

5.2 BL explained the issue with the bank resulting in a returned cheque. It was thought to be a 'scam' call so BL terminated the call and blocked the incoming phone number.

## 6. AGP

6.1.1 BC updated the Board regarding halting works to the AGP due to drainage issues and explained the problems that have occurred. He hoped that work would resume shortly, and advised he was liaising Kier, RLF, and McArdle to try and resolve the issue.

**Action BC**

6.2.1 The Football Steering group is meeting for the first time on 16<sup>th</sup> October 2019 at The Centre JB, MM, and BC will be in attendance.

**Action BC**

6.2.2 PF expressed his thanks to BC for all his hard work

## 7. AGM

7.1 JB will be preparing the presentation for the AGM and will share it ahead of the meeting.

**Action JB**

7.2 There have been no prior questions received

7.3 JB will post an item on the Residents' Facebook page reminding them of the AGM and asking for questions to be submitted.

**Action JB**

## 8. Directors' Items

8.1 School Parking

8.1.1 JB would like to revisit the issue of school traffic using The Centre car park. BC reminded those present why the policy on parking had been put in place and agreed that it was right to review it from time to time. DK agreed to raise the subject at the next school meeting.

8.1.2 DK gave an update on the progress of the school building works which are hoped to be complete by Easter.

**Action DK**

8.1.6 BC advised that Kier hoped to start on the extension of The Centre Car in November prior to them "reclaiming" their half of the car park to enable construction of the new homes between The Centre and the school.

8.2 Shuttlebus

8.2.1 JB had posted an article on the residents' Facebook page requesting feedback regarding introducing a shuttlebus and the comments are split 50/50.

8.2.2 BC reminded the meeting that the S106 agreement set out the criteria for the shuttle bus, and that members had not supported the proposals at a previous AGM.

8.2.3 PF asked if the shuttlebus would be fully utilised used as some residents already have their requirements catered for by Call Connect and others make use of local taxi firms.

8.2.4 BC wondered if establishing a volunteer drivers scheme similar to the Hospital car Service might work.

## 9. Centre Users

9.1 Due to NHS staffing, the Cardiac Rehabilitation Group (CRG) need to change the day they use The Centre.

9.2 The only day that CRG could switch to will affect two other regular hirers, one of which can accommodate the change, but the other hirer, due to other commitments is not able to change their current bookings. BC shared a letter from the regular hirer which gave compelling reasons why their booking could not be changed, and this was discussed at some length.

9.3 The directors voted unanimously to support the existing hirer and requested that BC ask CRG to revisit their options in the hope that they could select another day.

**Action BC**

## 10. Any Other Business

10.1.1 PK has been approached by a resident who has asked if The Trust could employ a Park Warden in the evenings.

10.1.2 BC said he felt that although this might appear to be a good idea, the absence of any bye laws covering Elsea Park means that a Park Warden would have no legal authority to move people on etc if they were causing any problems. Some directors also felt that it would be difficult for The Trust to provide the right duty of care towards a lone worker in the evenings.

10.2 DK said the school has produced and laminated the dog fouling posters and will be deploying them in the near future.

10.3 DK added that the art board is ready to be placed in the Centre with children's artwork.

10.4 BC said that the CCTV cameras had captured images of a dog owner who is allowing his dogs to foul the pavement without clearing up after them. He will be taking advice from the SKDC Enforcement Officer on the next steps.

10.5.1 BL will be on leave the last two weeks in November, but BC said he would also like to take the first week off as annual leave for personal reasons. He advised LS has agreed to provide some additional cover.

10.5.2 The Board agreed to BC taking leave during this time as long as the office is adequately staffed.

10.6.1 PF announced that Bourne is hosting a number of events to commemorate the 75 year anniversary of VE Day during the late May bank holiday and he wondered if Elsea Park would host an event.

10.6.2 BC said that he had previously approached Oak Family Entertainment to see if they might consider moving Picnic in The Park to that weekend but unfortunately some of the core volunteers are unavailable due to other commitments.

10.6.3 BC wondered if residents might want to host a street party along Linear Park with a war time style tea.

**8. Date of next meeting**

The next meeting will be held on Thursday 7<sup>th</sup> November 2019 at 6:00pm.

There being no further business, the meeting closed at 21:20.



**Report to:** Elsea Park Community Trust Board  
**Date:** 1 October 2019  
**Subject:** Management Report – October 2019  
**From:** Barry Cook – Community Trust Manager

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## **1. Bourne Heights Footpath**

I had been monitoring checking the SKDC Planning Portal on a daily basis for the Reserved Matters Application regarding the footpath.

On 17<sup>th</sup> September, the RMA appeared on the portal, so I immediately posted a direct link to the application on the Trust's website, Facebook page, and the Elsea Park Residents Fb page along with the following statement:

“If you live on Bourne Heights and are in support of (or against) the proposed footpath, please do take the time to comment on the proposals, as your comments might make a difference!”

The posts attracted a few positive comments on social media, and the Planning Officer advised me a few days later that the only comments that had been received to date had been in support of the proposals.

A few days later, I received a call from the Stamford Mercury (who had presumably seen the post on the website or social media) requesting further information and The Mercury carried this story on Friday 20<sup>th</sup> September.

<https://www.stamfordmercury.co.uk/news/bourne-footpath-plan-to-boost-safety-for-elsea-park-residents-9083533/>

## **2. AGP Project**

I will give the latest update on the AGP as agenda item 6. However, The Mercury had seen the recent Elsea Park Newsletter and picked up on the article “The Football Pitch is Coming, and called me for a quote. I contacted the Football Foundation's Media Team as the offer letter imposed some rules on press releases and they emailed a form of words which they asked me to include in any quote.

<https://www.stamfordmercury.co.uk/news/football-pitch-will-benefit-everyone-9084220/>

## **3. The Trust's VAT Position**

Directors may recall that at the last Board Meeting I advised that we were still awaiting HMRC's formal response regarding our request for Error Corrections of VAT paid by EPCT based on our belief that the Annual Charge should not be subject to VAT due to the philanthropic nature of The Trust or failing that, because Extra Statutory Concession ESC 3.18 applied. The response was received on 10th September, with HMRC taking nine months to reach a decision.

Although rejecting our request for error correction back to December 2014, or retrospective application of ESC 3.18, HMRC have agreed that sales from 12/18 are exempt from VAT as the ESC can be applied from 12 December 2018 (the date on which HMRC had received our application).

This was clearly disappointing, and as I did not agree with the basis of their decision I immediately emailed our VAT consultant (RM), attaching HMRC's letter, saying that I felt we should ask for an independent review of the decision, and seeking his opinion on the matter. Unfortunately, RM was on holiday, but upon his return, he examined the matter and emailed his suggested response to HMRC on 23<sup>rd</sup> September. We subsequently met with RM on Friday 27<sup>th</sup> to discuss the matter and refine the response.

Following the meeting, I reviewed our various VAT files over the weekend and happened upon a letter sent by The Trust to HMRC back in 2010 that first queried our VAT status and resulted in The Trust registering retrospectively for VAT from the point its income exceeded the VAT threshold back in 2007.

I believed that the wording of the response to our original enquiry clearly indicated that we were misdirected by HMRC to register for VAT when our supplies should have been VAT exempt, and furthermore, that we were misdirected a second time when I wrote to HMRC myself back in 2016.

I emailed RM again attaching a copy of the letter and suggested that based on its content that we should

- Challenge HMRC's decision regarding the error correction and request an independent review.
- Inform the officer who has been dealing with our case that we require the refund of all VAT paid by The Trust since 2007 as it was paid as direct result of misdirection by HMRC.
- Request a refund of the belated registration penalty, and compound interest on all those monies.

RM has now redrafted the letter requesting an independent review of the decision to include our request for refund of all monies as stated above and it is now on its way to HMRC.

#### **4. Improved Pedestrian Links within Elsea Park**

No further progress.

#### **5. Barratt Homes Play Area north of The Furlongs**

I was finally able to visit the site of the NEAP yesterday to check on progress. The site, although it has been cleared, is not level and requires top soiling and seeding.

Despite Barratt Homes previously advising that they expected it to be open this year, I really can't see this happening until next spring (at the earliest).

## **6. Taylor Wimpey Play area on Haydock Park Drive**

Although being equipped earlier this year, the play area has yet to be opened and handed over to The Trust. It only needed TW site staff to lay the concrete or tarmac aprons at the entrance gates, but despite my pressing TW to carry out the work for some months, no progress has been made. Furthermore, the area will now need weeding and possibly re-seeding (once again).

## **7. Public Open Space on Welland Drive**

Larkfleet Homes have now finally levelled and top soiled the POS serving Bourne Heights; but when I checked a couple of weeks ago it had yet to be seeded.

## **8. General Situation Regarding Play Areas and POS on Elsea Park**

The Section 106 agreement states (in Clause 5.3) that unless otherwise agreed in writing between the Original Owners and the Council no more than 50% of the dwellings constructed on each Zone or part of a Zone shall be Occupied until the Original Owners have transferred (or caused to be transferred) the associated amenity land and equipped and handed over the play areas.

In reality, the original landowners devolve that responsibility to the individual developers who purchase the zones, and the amenity land and play areas are generally included as Reserved Matters in the developer's planning applications

It has long been felt that SKDC have a particularly poor record in looking after the interests of residents of Elsea Park who keep their part of the S106 agreement whilst SKDC do not fulfil theirs.

I have had some (but little) contact with various people from the S106 Department in my tenure as Trust Manager, but wonder if RR or PF can put any pressure on the Section 106 Enforcement Officer to ensure that the remaining play areas in particular are delivered and handed over to The Trust by the time the trigger of 50% occupancy is reached.

## **9. Street Lighting**

The Mercury have been busy lately! They appear to have lifted chunks of the article in the newsletter in which we asked resident's opinions on street lighting. Somewhat helpfully, they have gleaned further information from LCC which explains the basis of their response to RR when he enquired on our behalf why the charge for conversion / full night lighting of lighting columns that already employ LED's is not reduced.

However, the article implied that we want residents to pay to keep the lights on rather than using money from the reserves, which is clearly not the case.

<https://www.stamfordmercury.co.uk/news/lincolnshire-residents-face-150-fee-for-each-light-to-be-switched-back-on-9084070/>

The last I time checked the dedicated email address that I set up specifically for residents to share their opinion on whether we should keep the lights on in Elsea Park, there were only three emails in the inbox, and we have received no other letters or communication regarding this matter.

All three emails were against the proposals, and in summary the comments were:

- We should use sensor operated lights which come on as somebody approaches them (which unfortunately is not an option available to us).
- Blue / white LED lighting is a poor choice in respect of health and wildlife considerations, unnecessary lighting in general contributes to the global climate crisis, adding that “we should limit the impact of the community centre which is lit like a cruise ship from dusk until dawn. There may be a need for some low-level security lighting, but it does not have to be a beacon of the night, especially throughout the early hours!”
- Shock at the expense of the idea, pointing out not many people wander about after midnight, and those that do can carry a bright LED torch. And PS – thanks for a very good newsletter.

The Trust is frequently criticised for not seeking the views of residents, but the truth is that apart from the support for the No Cold Calling Zone, only a tiny proportion of residents respond when their views are asked for. Approximately 1700 Newsletters were delivered to properties on Elsea Park and they elicited just three responses.

I had hoped that The Article in The Mercury might energise any of its readers on Elsea Park to share their thoughts with us, but I have just checked the dedicated mailbox and no further emails have come in.

I don't feel 0.002 is a representative sample, but I think we can safely say that there has been no support whatsoever for keeping the lights on.

## **10. Late Night Office Opening**

The board will recall that the office opening hours were changed in September last year to offer increased access for residents, with the office opening at 08:00 on each business day and remaining open until 18:00 on Wednesdays.

We have recently taken on a new Thursday evening hire which requires both halls with the central divider being closed; however, the existing hire which starts at 18:30 needs the divider open.

We have therefore decided, if the board concur, to move late night opening to Thursday evenings commencing next week, enabling the member of staff who works late to meet the requirements of both hirers without increasing payroll costs.

## 11. Private Property / Public Open Space Delineation

Chequer Tree Walk (the Linear Park extension) borders Chester Close, part of Barratt Homes Furlongs Development.

You may recall The Trust submitted consolidated comments to SKDC regarding the issues we have experienced on the latest Kier development where properties directly front areas of Public Open Space and I am pleased to advise that our suggestion that appropriate fencing be provided to clearly identify the boundary and prevent members of the public straying onto private drives or gardens. Unfortunately, I did not spot any "Private Drive" signs.

### Photos

5. Barratt Homes NEAP (1 Oct 2019)



6. Taylor Wimpey Play area on Haydock Park Drive



7. Public Open Space on Welland Drive (20 Sep 2019)



10. Private Property / Public Open Space Delineation

Part of Chester Close (with the Linear Park extension on the right) showing the post and rail fence and what look like solar lighting bollards. Having checked the Master Conveyancing Plan, both are within the curtilage of the individual plots.



**Operational Trust Budget**

Item	2019/2020 Spend Budget	Year to date Budget 01/04/2019 - 31/07/2019	Year to Date Expenditure 01/04/2019 - 31/08/2019	Year to date Variance + / -	Remaining Budget 01/09/2019 - 31/03/2020	June 19 Budget	July 19 Expenditure	Variance + / -	August 19 Budget	August 19 Expenditure	Variance + / -	Notes
Office Staff Salaries	72,602.00	29,803.07	29,803.07	-	42,798.94	5,949.34	5,971.67	0.00	5,960.61	5,960.61	0.00	
Employers NI & Pension	7,967.00	892.11	892.11	0.00	7,074.89	130.86	131.53	0.00	367.31	367.31	0.00	
Agency and temporary staff	-	-	-	0.00	-	-	-	0.00	-	-	0.00	
Staff Training	500.00	205.00	-	205.00	295.00	45.00	-	40.00	40.00	-	40.00	
Recruitment & Other Staffing Costs	500.00	205.00	85.95	119.05	295.00	45.00	-	40.00	40.00	85.95	-45.95	
Communications, Printing and Advertising	2,500.00	1,050.00	948.00	102.00	1,450.00	250.00	399.00	-249.00	250.00	549.00	-299.00	
Franking	2,500.00	1,050.00	12.61	1,037.39	1,450.00	250.00	7.57	142.43	250.00	-	250.00	
Office Stationery	2,000.00	800.00	251.87	548.13	1,200.00	200.00	-	150.00	150.00	21.74	128.26	
Travel & Subsistence	150.00	65.00	-	65.00	85.00	10.00	-	20.00	10.00	-	10.00	
Telephone/Mobile and Broadband	1,800.00	750.00	572.15	177.85	1,050.00	150.00	132.21	17.79	150.00	65.93	84.07	
Website, IT and Software	3,000.00	2,200.00	2,197.60	2.40	800.00	50.00	48.00	2.00	2,000.00	1,848.00	152.00	
Membership & Subscription	500.00	205.00	-	205.00	295.00	45.00	-	40.00	40.00	-	40.00	
Audit and Accountancy Fees	4,900.00	4,400.00	4,397.00	3.00	500.00	50.00	-	50.00	1,550.00	1,549.00	1.00	
Legal Fees (Court action)	1,500.00	1,500.00	302.00	1,802.00	-	1,000.00	- 1,135.00	1,135.00	500.00	745.00	-245.00	
Professional Fees	1,500.00	-	1,215.00	-1,215.00	1,500.00	-	-	0.00	-	9.00	-9.00	
Insurance	4,000.00	4,000.00	-	4,000.00	-	-	-	0.00	4,000.00	-	4,000.00	
Sports Facilities	250,000.00	2,080.00	2,464.66	-384.66	247,920.00	-840.00	420.00	-420.00	-	-	0.00	
Miscellaneous Expenditure	1,200.00	500.00	1,146.26	-646.26	700.00	100.00	160.00	-60.00	100.00	40.32	59.68	
Bird boxes	250.00	-	-	0.00	250.00	-	-	0.00	-	-	0.00	
Trust Community Grants	1,000.00	-	-	0.00	1,000.00	-	-	0.00	-	-	0.00	
Community Training	600.00	-	-	0.00	600.00	-	-	0.00	-	-	0.00	
Anniversary Weekend & Christmas party	3,500.00	3,500.00	3,334.60	165.40	-	3,500.00	3,334.60	-3,334.60	-	-	0.00	
Charges (card machine, harlands, bank)	4,750.00	2,555.00	727.40	1,827.60	2,195.00	400.00	444.65	-69.65	880.00	878.17	1.83	
Proportioned Centre Costs	7,209.00	3,216.57	3,082.30	134.26	3,992.44	618.72	384.78	257.78	616.21	742.21	-126.00	
Depreciation allowance	38,000.00	-	-	0.00	38,000.00	-	-	0.00	-	-	0.00	
Contribution to The Centre	28,809.00	13,128.51	12,832.36	296.15	15,680.49	3,240.52	2,909.06	-1,254.01	3,570.12	3,138.63	431.49	
<b>Trust Totals</b>	<b>441,237.00</b>	<b>72,105.26</b>	<b>63,660.94</b>	<b>8,444.32</b>	<b>369,131.74</b>	<b>15,194.44</b>	<b>13,208.08</b>	<b>- 3,492.26</b>	<b>20,474.25</b>	<b>16,000.87</b>	<b>4,473.38</b>	



**Operational Groundsman Budget**

Salaries	22,361.00	9,178.59	9,643.77	- 465.18	13,182.41	1,835.90	1,835.90	0.00	1,835.00	2,300.18	-465.18	Additional staffing costs for Grounds Maintenance
Employers NI	1,200.00	158.64	158.64	0.00	1,041.36	0.00	0.00	0.00	158.64	158.64	0.00	
Other Grounds Personnel Costs	500.00	205.00	65.85	139.15	295.00	45.00	7.52	32.48	40.00	-	40.00	
Grounds Maintenance Contract	25,200.00	10,500.00	3,858.24	6,641.76	14,700.00	2,100.00	- 1,929.12	4,029.12	2,100.00	-	2,100.00	
Equipment Hire	500.00	205.00	-	205.00	295.00	45.00	-	40.00	40.00	-	40.00	
Repairs and Renewals	1,500.00	315.00	314.59	0.41	1,185.00	-	314.59	0.41	-	-	0.00	
Miscellaneous Expenditure	1,000.00	770.00	1,191.02	-421.02	230.00	90.00	96.05	-16.05	440.00	436.53	3.47	
Ditch & Dyke Maintenance, Fence repairs and replacements	29,200.00	27,600.00	25,932.07	1,667.93	1,600.00	17,000.00	1,749.56	50.44	3,000.00	3,061.81	-61.81	
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	-	0.00	0.00	0.00	0.00	0.00	
Landscaping Projects (New works)	1,500.00	250.00	41.65	208.35	1,250.00	50.00	-	50.00	50.00	-	50.00	
Waste collection (waste bins around the development)	1,500.00	750.00	-	750.00	750.00	-	-	375.00	-	-	0.00	
Fuel, Oil and Water	500.00	205.00	167.41	37.59	295.00	45.00	-	40.00	40.00	92.51	-52.51	
Vehicle Insurance	2,000.00	270.00	262.50	7.50	1,730.00	-	262.50	7.50	-	-	0.00	
Play ground inspection	800.00	560.00	558.50	1.50	240.00	-	-	0.00	560.00	558.50	1.50	
<b>Groundsman Totals</b>	<b>88,861.00</b>	<b>51,467.24</b>	<b>42,194.24</b>	<b>9,272.99</b>	<b>37,393.76</b>	<b>21,210.90</b>	<b>2,337.00</b>	<b>4,608.90</b>	<b>8,263.64</b>	<b>6,608.17</b>	<b>1,655.47</b>	

**Operational The Centre Budget**

Staff salaries		28,310.00	12,401.90	12,401.90	-	15,908.11	2,469.11	2,491.44	0.00	2,480.38	2,480.38	0.00	
Employers NI & Pension		1,087.00	158.18	158.18	0.00	928.82	15.13	26.18	0.00	85.94	85.94	0.00	
Youth Activities		500.00	500.00	0.00	500.00	0.00	45.00	-	40.00	335.00	-	335.00	
PRs & Licenses	34	1,500.00	1,285.00	1,162.12	122.88	215.00	300.00	-	150.00	-	-	0.00	
Advertising, Communications & Printing	36	400.00	160.00	0.00	160.00	240.00	40.00	-	30.00	30.00	-	30.00	
The Centre repairs, renewals & maintenance	37	8,500.00	3,125.00	1,165.05	1,959.95	5,375.00	1,125.00	1,093.50	-593.50	500.00	195.00	305.00	
Business Rates	38	12,500.00	6,250.00	6,198.88	51.13	6,250.00	1,250.00	1,239.78	10.22	1,250.00	1,239.78	10.23	
Water	39	1,500.00	625.00	524.74	100.26	875.00	125.00	-	125.00	125.00	-	125.00	
Electricity	40	720.00	300.00	127.05	172.95	420.00	60.00	-	60.00	60.00	63.58	-3.58	
Gas	41	2,000.00	590.00	280.55	309.45	1,410.00	70.00	-	50.00	50.00	15.46	34.54	
Waste Collection	42	500.00	250.00	962.00	-712.00	250.00	0.00	481.00	-356.00	0.00	-	0.00	
Cleaning Contract	44	9,500.00	3,960.00	2,859.50	1,100.50	5,540.00	800.00	-379.24	1,159.24	800.00	1,528.74	-728.74	
Cleaning	45	2,000.00	840.00	1,327.37	-487.37	1,160.00	160.00	191.44	-21.44	170.00	109.44	60.56	
Proportioned Centre Costs (income)	43	-7,209.00	-3,216.57	-3,082.30	-134.26	-3,992.44	-618.72	-384.78	-257.78	-616.21	-742.21	126.00	
<b>Centre Totals</b>		<b>61,808.00</b>	<b>27,228.51</b>	<b>24,085.03</b>	<b>3,143.48</b>	<b>34,579.49</b>	<b>5,840.52</b>	<b>4,759.31</b>	<b>395.74</b>	<b>5,270.12</b>	<b>4,976.11</b>	<b>294.01</b>	
<b>Combined Expenditure Totals</b>		<b>591,906.00</b>	<b>150,801.00</b>	<b>129,940.22</b>	<b>20,860.79</b>	<b>441,105.00</b>	<b>42,245.86</b>	<b>20,304.39</b>	<b>1,512.39</b>	<b>34,008.01</b>	<b>27,585.16</b>	<b>6,422.85</b>	

**Income 2019/2020**

		2019/2020 Income Budget	Year to date Budget 01/04/2019 - 31/07/2019	Year to Date Income 01/04/2019 - 31/08/2019	Year to date Variance +/-	Remaining Budget 01/09/2019 - 31/03/2020	June 19 Budget	July 19 Income	Variance +/-	August 19 Budget	August 19 Income	Variance +/-	Notes
<b>The Trust income</b>													
Annual charge	a	-411,538.00	-405,711.76	-418,610.66	12,898.90	-5,826.24	-2,081.00	-6,256.37	4,383.47	-1,664.80	-1,738.71	73.91	
Administration fees	b	-19,200.00	-5,600.00	-11,520.00	5,920.00	-13,600.00	-1,000.00	-5,400.00	4,400.00	-1,000.00	-480.00	-520.00	
Interest earned	e	-4,000.00	-590.00	-588.73	1.27	-3,410.00	0.00	0.00	0.00	-590.00	-588.73	-1.27	
Other	c	-1,000.00	-320.00	-4,623.18	4,303.18	-680.00	-100.00	-965.48	845.48	-	-2.88	2.88	
<b>The Trust Total income NET</b>		<b>- 435,738.00</b>	<b>- 412,221.76</b>	<b>- 435,342.57</b>	<b>23,120.81</b>	<b>- 23,516.24</b>	<b>-3,181.00</b>	<b>-12,621.85</b>	<b>9,628.95</b>	<b>-3,254.80</b>	<b>-2,810.32</b>	<b>-444.48</b>	
<b>The Centre Income</b>													
Avalon Bookings	d	-33,000.00	-14,100.00	-11,252.67	-2,847.33	-18,900.00	-2,600.00	-1,850.25	-1,649.75	-1,700.00	-1,837.48	137.48	
Trust Subsidy		-28,809.00	-13,128.51	-12,832.36	-296.15	-15,680.49	-3,240.52	-2,909.06	1,254.01	-3,570.12	-3,138.63	-431.49	
<b>The Centre Total income NET</b>		<b>- 61,809.00</b>	<b>- 27,228.51</b>	<b>- 24,085.03</b>	<b>-3,143.48</b>	<b>- 34,580.49</b>	<b>- 5,840.52</b>	<b>- 4,759.31</b>	<b>-395.74</b>	<b>- 5,270.12</b>	<b>- 4,976.11</b>	<b>-294.01</b>	
<b>Total Income</b>		<b>-497,547.00</b>	<b>-439,450.27</b>	<b>-459,427.60</b>	<b>19,977.33</b>	<b>- 58,096.73</b>	<b>- 9,021.52</b>	<b>- 17,381.16</b>	<b>9,233.20</b>	<b>- 8,524.92</b>	<b>- 7,786.43</b>	<b>738.49</b>	
<b>Total Net Budget</b>		<b>94,359.00</b>	<b>-288,649.27</b>	<b>-329,487.38</b>	<b>40,838.12</b>	<b>383,008.27</b>	<b>33,224.34</b>	<b>2,923.23</b>	<b>10,745.59</b>	<b>25,483.09</b>	<b>19,798.73</b>	<b>5,684.37</b>	

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**Ring fenced Accounts**

Green Fund Total		39,659.00		-									
Renewals & replacement reserve		36,000.00		48,347.00		- 12,347.00		1,165.00			432.00		Hover mower and Boardroom tables
Programme of Works reserve		77,100.00		22,870.26		54,229.74		1,749.56					Rolling 5 year plan

**Capital Prurchases (For Information Only)**

Husqvarna Flail				3,250.00									
Iseki Tractor				25,500.00									
Triple Gange Mower				18,000.00									
Hover Mower				400.00				400.00					
Boardroom Tables				765.00				765.00					
Bench sited on Linear Park				432.00							432.00		