



AGENDA
Elsea Park Community Trust Board Meeting

Thursday 11th May 2023 – 18:00

Venue: Meeting Room, The Centre @ Elsea Park

Time	Item	
18:00	1 Welcome and Apologies	JB
18:05	2 Actions from the previous meeting 13th April 2023	All
18:10	3 Management Report	GP
18:20	4 Finance Report	BL
	4a Finance Narrative	BL
18:30	5 AGP	GP
	5a AGP Staffing	GP
18:40	6 Developer Representative Report	ST
18:50	7 Directors Items	All
19:05	8 Any Other Business	All
19:20	9 Date of the next meeting: Thursday 1st June 2023	All

Elsea Park Community Trust Board Meeting Minutes Thursday 11th May 2023

Present:	Jono Brough	JB	Owner Director (Chair)
	Michael Marren	MM	Owner Director (Vice Chair)
	Anna Machnik	AMac	Owner Director
	Peggy Kent	PK	Resident Director
	Paul Fellows	PF	Bourne Town Council Representative
	Simon Temporal	ST	Tilia Homes Representative
	Gary Thomas	GT	Owner Director
In Attendance:	Graeme Parrott	GP	Trust Manager
	Barry Cook	BC	Company Secretary
	Emma Sturman	ES	Admin Assistant
1.	WELCOME AND APOLOGIES FOR ABSENCE		
	<p>1.1 Apologies were received from Asif Mahmood.</p> <p>1.2 JB welcomed everyone to the meeting and thanked them for attending.</p> <p>1.3 JB Welcomed GT to join the Board as an Owner Director.</p>		
2.	DECLARATION OF INTEREST		
	<p>2.1 INTERESTS IN PROPOSED TRANSACTIONS AND/OR ARRANGEMENTS WITH THE COMPANY.</p> <p>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 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).</p>		
3.	ACTIONS FROM THE PREVIOUS MEETING		
	Action Details	Actioner	Closed
	School Representative GP has had no response from the school to assign a school representative. JB is going to chase this up.	JB	<input type="checkbox"/>
	Community Bus JB has received a response from Call Connect who have stated that they are unable to provide us with a bespoke service. JB suggested we allow residents to book Call Connect themselves and submit their receipts to the office for reimbursement. The decision was made to trial this until 31 st December and reassess.	JB	<input checked="" type="checkbox"/>
	2023/2024 Budget Due to time constraints, the budget hasn't progressed any further with the hope to progress next week.	BL/GP	<input type="checkbox"/>
	PCSO Funding Suggestion of Elsea Park funding towards PCSO. Graeme had contacted the local sergeant and it has gone up the chain of command with no response. Awaiting a response, then to be investigated.	GP	<input type="checkbox"/>

	AGP Drain Survey AGP Drain survey is not yet complete, there were a few issues with equipment. GP expects to receive a full explanation and solution next week.	GP	<input type="checkbox"/>
	SKDC Representative BC has asked PF to consider arranging a new representative through Bourne Town Council in his meeting next week.	PF	<input type="checkbox"/>
4.	MANAGEMENT REPORT		
	<p>GP sent the Management report to the directors ahead of the meeting and gave the following updates:</p> <p>4.1. Recruitment for Grounds person. Interviews were conducted this week with some strong candidates. The position has been offered to a candidate who has many years experience and will hopefully be a great benefit to our team.</p> <p>4.2 The uneven slabs at The Centre have been levelled out, there is now nothing outstanding at the centre before transfer.</p> <p>4.3 The two Football Academies have been offered use of the facility at the quoted prices (normal hire price).</p> <p>4.4 GP updated the board on the AGP drain survey, we await the explanation and solution.</p> <p>4.5 AGP Costs. GP explained to the board that there are a few costs that had not initially been fully considered when budgeting. The cost and frequency for replacing the rubber crumb, the rise in cost for floodlighting due to the energy crisis and the staffing costs (it was always envisaged that the AGP would be self-open and close which we are working towards but have not fully implemented yet as it was only recently that the locks were working effectively).</p>		
5.	FINANCE REPORT		
	<p>5.1 BL sent the finance reports to the Board prior to the meeting with explanations for the variances.</p> <p>5.2 BL also provided a narrative with an overview of expenditure and income for the 2022/2023 financial year.</p>		
6.	AGP		
	<p>6.1 WM prepared his report which BL emailed to the Directors ahead of the meeting.</p> <p>6.2.1 WM plans to use this quieter time to carry out any maintenance works.</p> <p>6.2.2 WM is meeting with the Willoughby School next week to arrange a sports day event, more to follow. GP is happy that the Willoughby school have accepted the invitation to use our facility.</p> <p>6.2.3 BC mentioned that the AGP land has not been transferred over to us yet and had been asked if this would cause any issues. It was noted that this may interfere with the final instalment of the grant with the risk of losing it. The transfer is now expected to complete in the next 2-3 weeks.</p>		

7.	DEVELOPER REPRESENTATIVE REPORT
	<p>7.1 ST presented his report.</p> <p>7.2 ST explained that all of the roads in zone 2 (marked on the map in yellow) are no longer the responsibility of Tilia Homes. LCC have advised that their reporting systems will take a few months to catch up with those adoption.</p> <p>7.3 All minor works in Zone 1 to 3 have now been completed.</p> <p>7.4 Some street lighting repairs to Zone 1 and 3 are in the process of being planned for completion. Once complete, Lincolnshire Highways will re-inspect, these roads will automatically be adopted with a target for June 2023.</p> <p>7.5 The interim Potholing works to Zone 5 is now complete, no further works of this type will be carried out.</p> <p>7.6 Tilia Homes have a pre-start meeting with the contractors instructed to carry out works on Zone 4a (Newton Abbot Way & Haydock Park Drive) and Zone 5. All parties targeting a June/July start date which is likely to last into the early part of 2024. A program of works for these areas is expected to be provided to Elsea Park Community Trust and affected property owners in the next few weeks.</p> <p>7.7 Unfortunately the play area on Zone 5 has been vandalised by trespassers delaying the preparation work for transfer.</p> <p>7.8 Re-levelling work in Zone 5 is to commence on 12th May. We apologise for the inconvenience.</p> <p>7.9 Zone 5 LAP, the soft landscaping is complete we are waiting for the benches to be installed.</p> <p>7.10.1 Zone 9 play area, Tilia are unable to open the play area until the footpaths on the public open spaces and the attenuation pond setting out is completed due to health and safety reasons. Some potential issues are being reviewed. Completion target is June/July 2023.</p> <p>7.10.2 Zone 9 Completion, the issues with the play area has delayed the completion date for inspection by The Trust. The adoptable roads are targeted to be completed by June 2023 and onto maintenance with LCC by August 2023.</p> <p>7.11 Linear Park Footpath, Tilia are currently going through the planning approval process. Once approved Tilia hope to be able to provide a timeframe.</p> <p>7.12 Ogrey pond, all works to the footbridge have now been completed. The grading works have also been completed. Tilia will review any landscaping requirements in this area.</p> <p>7.13 Legacy land transfer, The land transfer has been agreed in principle between Tilia Homes and EPCT. Tilia Homes hope to have draft transfer agreements for the Trust to review and sign off in June 2023.</p> <p>7.14 Ditch Work, The contractors have advised that all works to the ditches that Tilia Homes are responsible for are completed in relation to trees and flailing. EPCT and Tilia due to inspect on 17th May.</p> <p>7.15 Bourne community centre parcel, the contractor is currently waiting on core testing before the roads can be surfaced. These tests have a lead time of 3-5 weeks. Tilia Homes are targeting to have the roads topped in June 2023, this is dependent on the core testing results. The landscaping works were pushed back due to bad weather. The contractor is to inspect the area on 12th May and will provide a date for works to prep and seed.</p>

8.	DIRECTORS ITEMS
	<p>8.1 We have sadly lost our SKDC Representative, Robert Reid, due to the outcome of the recent Local elections. PF will discuss the position with SKDC in his meeting next week with a view to PF taking on the role.</p> <p>8.1.1 JB expressed his thanks to Robert for everything he has done during his 7 years for the Trust. JB added, there is a lot of time and effort goes into things behind closed doors that people do not see, requiring a lot of commitment and effort. The Directors are disappointed to lose him from the Board and from the Council.</p>
9.	ANY OTHER BUSINESS
	<p>9.1 Picnic in the Park</p> <p>9.1.1 PK said they are wrapping up the final arrangements for Picnic in the Park. An A5 advertisement is being distributed (to Residents) tomorrow with the Discovering Bourne magazine. AMac is to design a banner which can be reused by leaving a blank space for the date for us to use stick on digits.</p> <p>9.1.2 Picnic in the Park food is restricted to sausage or veggie burger and chips due to supply and cost. With a definite cut-off date of 2 weeks before.</p> <p>9.1.3 JB announced that the Picnic in the Park falls on Armed Forces Day and asked if there was anything armed forces related that could be incorporated into the days events. JB has banners and flags to be displayed. It was suggested that the cadets could have a recruitment stall. There is scope for more stalls to sell or advertise if required.</p> <p>9.1.4 Events are running the bar.</p> <p>9.1.5 JB to start publicising Picnic in the Park on the website etc.</p> <p>9.1.6 PK asked PF to judge the Great Elsea Park bake off competition but it was established that Mayor Brenda had already been asked and PK would step in if needed.</p> <p>9.2 PF gave a huge thank you to JB for helping out for the coronation event in town by making a significant contribution to the event. People came together and it was a really nice event.</p> <p>9.3 JB has been liaising with Alison Homes and Taylor Wimpey to get the attenuation ponds to an acceptable level to be transferred to us. Alison Homes have said it is a failing within the company that they are not getting areas of open space sorted early enough for transfer, it is a nationwide issue that they are addressing.</p>
10.	DATE OF NEXT MEETING
	<p>The date of the next meeting will be 1st June 2023.</p> <p>JB sends his apologies for the next meeting. MM will Chair the next meeting.</p> <p>There being no further business, the meeting closed at 20:10 hrs.</p>

Operational Trust Budget



Item	2022/2023 Spend Budget	Year to date Budget 01/04/2022 - 31/03/2023	Year to Date Expenditure 01/04/2022 - 31/03/2023	Year to date Variance + / -	Remaining Budget	January 23 Budget	January 23 Expenditure	Variance + / -	February 23 Budget	February 23 Expenditure	Variance + / -	March 23 Budget	March 23 Expenditure	Variance + / -	Notes
Office Staff Salaries	91,286.06	91,286.05	94,811.50	-3,525.45	0.00	7,719.59	8,404.18	-684.59	7,719.59	8,404.18	-684.59	7,719.59	8,404.18	-684.59	
Employers NI & Pension	9,601.16	9,601.16	10,202.37	-601.21	-0.00	766.82	944.17	-177.35	945.00	944.17	0.83	1,122.00	944.17	177.83	
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	
Staff Training	1,500.00	1,500.00	2,185.00	-685.00	0.00	350.00	1,042.00	-692.00	0.00	0.00	0.00		0.00	0.00	
Recruitment & Other Staffing Costs	250.00	250.00	6,971.36	-6,721.36	0.00	0.00	413.19	-413.19	0.00	0.00	0.00		2,479.14	-2,479.14	Avensure not originally budgeted for
Workwear & PPE	750.00	750.00	920.71	-170.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	410.00	585.21	-175.21	
Communications, Printing and Advertising	2,000.00	2,000.00	0.00	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0.00	2,000.00	
Franking	2,600.00	2,600.00	1,606.82	993.18	0.00	400.00	400.00	0.00	0.00	0.00	0.00	1,100.00	106.94	993.06	
Office Stationery	3,213.00	3,213.00	2,447.53	765.47	0.00	400.00	358.82	41.18	150.00	147.60	2.40	1,573.00	861.99	711.01	
Travel & Subsistence	150.00	150.00	44.17	105.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00	100.00	
Telephone/Mobile and Broadband	1,606.50	1,606.50	3,393.35	-1,786.85	0.00	176.50	642.33	-465.83	0.00	0.00	0.00	0.00	1,346.58	-1,346.58	
Website, IT and Software	3,748.50	3,748.50	3,038.44	710.06	0.00	148.50	261.60	-113.10	0.00	0.00	0.00	0.00	-230.76	230.76	
Membership & Subscriptions	510.00	510.00	176.07	333.93	0.00	50.00	40.88	9.12	0.00	0.00	0.00	340.00	15.60	324.40	
Donations	1,000.00	1,000.00	3,046.07	-2,046.07	0.00	0.00	0.00	0.00	0.00	0.00	0.00		796.07	-796.07	
Audit and Accountancy Fees	5,500.00	5,500.00	6,771.00	-1,271.00	0.00	0.00	480.00	-480.00	0.00	0.00	0.00		0.00	0.00	
Legal Fees	2,142.00	2,142.00	3,356.74	-1,214.74	0.00	0.00	360.00	-360.00	0.00	0.00	0.00		116.74	-116.74	
Professional Fees & Land Registry	1,660.05	1,660.05	168.00	1,492.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,550.05	66.00	1,484.05	
Insurance	5,200.00	5,200.00	7,249.22	-2,049.22	0.00	0.00	0.00	0.00	0.00	0.00	0.00		28.00	-28.00	
Equipment	2,677.50	2,677.50	0.00	2,677.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,677.50	0.00	2,677.50	
Miscellaneous Expenditure	1,606.50	1,606.50	2,689.06	-1,082.56	0.00	0.00	-7.62	7.62	0.00	0.00	0.00	191.50	1,287.49	-1,095.99	
Bird boxes	1,000.00	1,000.00	243.60	756.40	0.00	0.00	-0.29	0.29	0.00	0.00	0.00	850.00	93.94	756.06	
Trust Community Grants	1,000.00	1,000.00	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00	1,000.00	
Community Training	500.00	500.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	500.00	
Anniversary Weekend & Christmas	7,500.00	7,500.00	8,427.46	-927.46	0.00	0.00	347.53	-347.53	0.00	0.00	0.00		660.20	-660.20	
Charges (card machine & bank)	6,000.00	6,000.00	6,437.11	-437.11	0.00	360.00	361.02	-1.02	0.00	37.20	-37.20	2,315.00	2,718.14	-403.14	
Proportioned Centre Costs	6,632.55	6,632.55	7,536.02	-903.47	-0.00	300.85	496.52	-195.67	335.53	727.61	-392.08	555.76	601.96	-46.20	
Depreciation allowance	53,000.00	53,000.00	46,788.00	6,212.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	53,000.00	46,788.00	6,212.00	Depreciation overbudgeted
AGP Depreciation	74,200.00	74,200.00	53,076.00	21,124.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	74,200.00	53,076.00	21,124.00	Depreciation overbudgeted
Contribution to The Centre	28,110.04	28,110.05	61,328.79	-33,218.74	-0.00	1,375.12	722.75	652.37	1,420.44	-1,678.45	3,098.90	2,661.63	1,649.67	1,011.96	
Contribution to the AGP	18,458.46	18,458.45	26,365.21	-7,906.76	0.00	334.40	-65.92	400.31	7,933.42	21,574.96	-13,641.54	13,286.08	-3,824.69	17,110.77	
Trust Totals	333,402.31	333,402.31	359,279.60	-25,877.29	-0.00	12,381.78	15,201.16	-2,819.38	18,503.98	30,157.27	-11,653.29	167,152.11	118,570.57	48,581.54	

AGP Budget

Salaries	30,044.67	30,044.67	39,734.88	-9,690.21	0.00	2,540.72	3,877.38	-1,336.65	2,540.72	3,827.70	-1,286.97	2,540.72	3,827.70	-1,286.98	
Employers NI & Pension	1,713.78	1,713.78	3,272.08	-1,558.29	-0.00	154.04	383.00	-228.96	154.04	381.69	-227.65	37.36	381.69	-344.33	
Workwear & PPE	400.00	400.00	0.00	400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00	0.00	400.00	
AGP Business Rates	7,500.00	7,500.00	9,739.38	-2,239.38	0.00	0.00	0.00	0.00	5,881.00	8,113.19	-2,232.19	0.00	0.00	0.00	
AGP Water Rates	2,500.00	2,500.00	0.00	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00	0.00	2,500.00	
AGP Maintenance	3,000.00	3,000.00	3,128.75	-128.75	0.00	339.63	447.59	-107.96	0.00	26.67	-26.67	0.00	-9.45	9.45	
AGP Electricity	9,600.00	9,600.00	2,892.26	6,707.74	0.00	2,660.00	2,657.01	2.99	175.00	174.45	0.55	6,545.00	391.22	6,153.78	
AGP Gas	2,500.00	2,500.00	966.10	1,533.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	730.00	-806.18	1,536.18	
AGP Equipment	1,000.00	1,000.00	300.38	699.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	695.00	0.00	695.00	
AGP Cleaning/Materials	1,000.00	1,000.00	341.04	658.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	888.00	233.23	654.77	
AGP Kitchen Supplies	1,000.00	1,000.00	228.23	771.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	765.00	0.00	765.00	
AGP Communications & Software	1,500.00	1,500.00	1,581.63	-81.63	0.00	110.00	187.08	-77.08	0.00	0.00	0.00	0.00	0.00	0.00	
AGP Health & Safety	1,000.00	1,000.00	2,419.06	-1,419.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
AGP Miscellaneous	3,000.00	3,000.00	18,182.87	-15,182.87	0.00	30.00	29.60	0.40	1,122.65	16,120.69	-14,998.04	0.00	191.96	-191.96	
AGP Totals	65,758.46	65,758.45	82,786.65	-17,028.20	0.00	5,834.40	7,581.65	-1,747.26	9,873.42	28,644.39	-18,770.97	15,101.08	4,210.17	10,890.91	

Operational Groundsman Budget

Salaries		45,206.80	45,206.80	41,761.86	3,444.94	-0.00	4,238.46	3,550.61	687.85	4,238.46	3,621.78	616.68	4,238.46	3,621.78	616.68
Employers NI		2,889.37	2,889.38	4,619.21	-1,729.83	-0.00	150.00	431.36	-281.36	140.00	444.02	-304.02	99.50	444.02	-344.52
Workwear & PPE	37	2,000.00	2,000.00	0.00	2,000.00	0.00		0.00	0.00		0.00	0.00	2,000.00	0.00	2,000.00
Other Grounds Personnel Costs	38	250.00	250.00	0.00	250.00	0.00		0.00	0.00		0.00	0.00	250.00	0.00	250.00
Equipment Hire	39	500.00	500.00	0.00	500.00	0.00		0.00	0.00		0.00	0.00	500.00	0.00	500.00
Repairs and Renewals	40	5,000.00	5,000.00	5,529.04	-529.04	0.00		7,903.69	-7,903.69		-7,547.94	7,547.94	0.00	566.60	-566.60
New equipment and tools	41	4,000.00	4,000.00	414.12	3,585.88	0.00		0.00	0.00		0.00	0.00	2,320.00	241.22	2,078.78
Miscellaneous Expenditure	42	4,000.00	4,000.00	7,105.92	-3,105.92	0.00	590.00	589.09	0.91		157.87	-157.87	1,730.00	909.93	820.07
Ditch & Dyke Maintenance, Fence repairs and replacements	43	35,950.00	35,950.00	24,449.73	11,500.27	0.00	1,350.00	1,332.00	18.00		450.00	-450.00	11,900.00	0.00	11,900.00
Arboricultural Survey & Tree maintenance	44	6,500.00	6,500.00	900.00	5,600.00	0.00		0.00	0.00		0.00	0.00	6,500.00	900.00	5,600.00
Landscaping Projects (New works)	45	10,000.00	10,000.00	12,500.71	-2,500.71	0.00		0.00	0.00		1,026.00	-1,026.00	1,700.00	3,191.68	-1,491.68
Waste collection (waste bins around the development)	46	1,500.00	1,500.00	2,912.33	-1,412.33	0.00	310.00	506.99	-196.99		494.27	-494.27		728.08	-728.08
Fuel, Oil and Water	47	2,000.00	2,000.00	3,623.08	-1,623.08	0.00		101.59	-101.59		129.14	-129.14		149.27	-149.27
Vehicle Insurance	48	3,500.00	3,500.00	1,409.79	2,090.21	0.00	390.00	391.36	-1.36		0.00	0.00	2,970.00	871.40	2,098.60
Vehicle repairs & MOT	49	2,000.00	2,000.00	711.44	1,288.56	0.00		0.00	0.00	30.00	29.99	0.01	1,460.00	166.65	1,293.35
Play ground inspection	50	1,000.00	1,000.00	900.60	99.40	0.00		0.00	0.00		0.00	0.00	98.00	0.00	98.00
Groundsman Totals		126,296.17	126,296.18	106,837.82	19,458.35	-0.00	7,028.46	14,806.69	-7,778.23	4,408.46	-1,194.88	5,603.33	35,765.96	11,790.62	23,975.34

Operational The Centre Budget

Staff salaries		16,134.86	16,134.86	12,553.54	3,581.33	0.00	1,384.55	821.50	563.05	1,384.55	821.50	563.05	1,384.55	821.50	563.05
Employers NI & Pension		1,157.73	1,157.73	1,052.18	105.55	-0.00	97.42	83.53	13.90	97.42	83.53	13.90	72.84	83.53	-10.69
PRS & Licenses	59	1,750.00	1,750.00	2,281.32	-531.32	0.00		0.00	0.00		0.00	0.00	90.00	620.00	-530.00
Advertising, Communications & Printing	51	400.00	400.00	0.00	400.00	0.00		0.00	0.00		0.00	0.00	400.00	0.00	400.00
The Centre repairs, renewals & maintenance	52	10,000.00	10,000.00	71,999.72	-61,999.72	0.00		59.87	-59.87		0.00	1,003.35	-1,003.35	3,968.21	-3,968.21
Business Rates	53	6,300.00	6,300.00	6,299.87	0.13	0.00	525.00	524.87	0.13	525.00	526.17	-1.17	505.00	525.00	-20.00
Water	54	1,000.00	1,000.00	799.82	200.18	0.00	0.00	0.00	0.00	170.00	170.97	-0.97	275.00	80.64	194.36
Electricity	55	1,200.00	1,200.00	1,505.38	-305.38	0.00	0.00	0.00	0.00		46.82	-46.82		74.66	-74.66
Gas	56	2,000.00	2,000.00	1,192.12	807.88	0.00	0.00	0.00	0.00		0.00	0.00	990.00	0.00	990.00
Waste Collection	57	800.00	800.00	881.90	-81.90	0.00	169.00	169.00	0.00	79.00	164.76	-85.76		0.00	0.00
Cleaning	58	4,000.00	4,000.00	6,705.04	-2,705.04	0.00	0.00	451.50	-451.50		769.74	-769.74		708.31	-708.31
Proportioned Centre Costs (income)		-6,632.55	-6,632.55	-7,536.02	903.47	0.00	-300.85	-496.52	195.67	-335.53	-727.61	392.08	-254.91	-601.96	347.05
Centre Totals		38,110.04	38,110.05	97,734.87	-59,624.82	-0.00	1,875.12	1,613.75	261.37	1,920.44	2,859.23	-938.78	3,462.48	6,279.89	-2,817.41
Combined Expenditure Totals		563,566.98	563,566.98	646,638.94	-83,071.96	-0.01	27,119.75	39,203.25	-12,083.50	34,706.30	60,466.01	-25,759.71	221,481.63	140,851.25	80,630.38

Income 2019/2020

		2022/2023 Income Budget	Year to date Budget 01/04/2022 - 31/03/2023	Year to Date Income 01/04/2022 - 31/03/2023	Year to date Variance + / -	Remaining Budget 01/03/2023 - 31/03/2023	January 23 Budget	January 23 Income	Variance + / -	February 23 Budget	February 23 Income	Variance + / -	March 23 Budget	March 23 Income	Variance + / -	Notes
The Trust income																
Annual charge	a	-608,303.20	-608,303.20	-629,246.99	20,943.79	0.00	-764.20	-6,937.24	6,173.04	-509.47	-276.89	-232.58	-254.73	-430.80	176.07	
Administration fees	b	-22,000.00	-22,000.00	-33,952.17	11,952.17	0.00	-2,000.00	-7,702.17	5,702.17	-1,500.00	-2,950.00	1,450.00	-1,500.00	-600.00	-900.00	
Interest earned	c	-1,000.00	-1,000.00	-24.61	-975.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-970.00	0.00	-970.00	
Other	d	-1,000.00	-1,000.00	-1,167.05	167.05	0.00	0.00	-5.00	5.00	0.00	0.00	0.00	0.00	0.00	0.00	
The Trust Total income NET		-632,303.20	-632,303.20	-664,390.82	32,087.62	0.00	-2,764.20	-14,644.41	11,880.21	-2,009.47	-3,226.89	1,217.42	-2,724.73	-1,030.80	-1,693.93	

AGP Income																
Football pitch bookings	e	-43,300.00	-43,300.00	-55,285.14	11,985.14	0.00	-5,500.00	-7,647.57	2,147.57	-940.00	-7,069.43	6,129.43	0.00	-8,034.86	8,034.86	
Pavilion lettings	f	-3,000.00	-3,000.00	-936.30	-2,063.70	0.00	0.00	0.00	0.00	-1,000.00	0.00	-1,000.00	-1,015.00	0.00	-1,015.00	
Other income	h	-500.00	-500.00	-200.00	-300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-300.00	0.00		
Trust subsidy		-43,958.46	-43,958.45	-26,365.21	-17,593.24	-0.00	-334.40	65.92	-400.31	-7,933.42	-21,574.96	13,641.54	-38,786.08	3,824.69	-42,610.77	Budgeted subsidy is £13,786.08 plus £25000 towards the carpet replacement.
The AGP Total income NET		-90,758.46	-90,758.45	-82,786.65	-7,971.80	-0.00	-5,834.40	-7,581.65	1,747.26	-9,873.42	-28,644.39	18,770.97	-40,101.08	-4,210.17	-35,590.91	

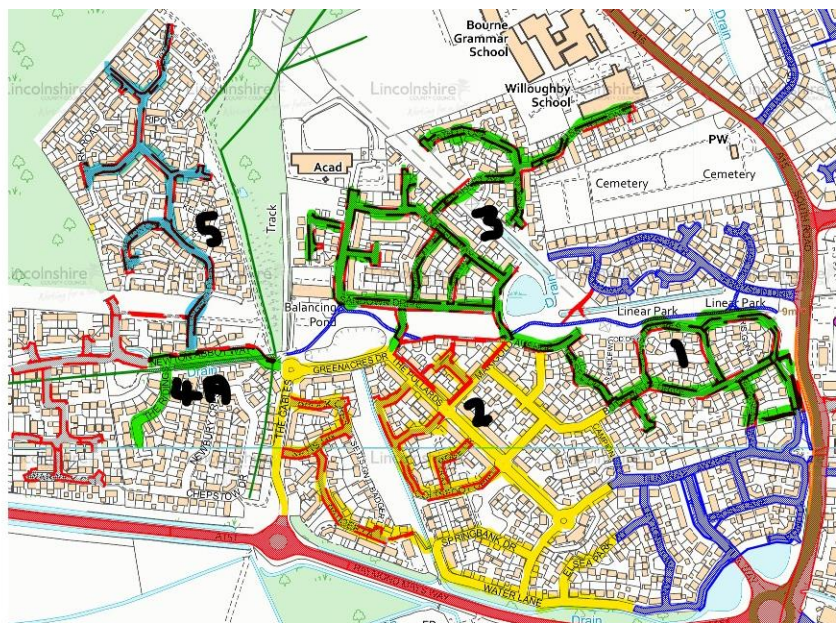
The Centre Income																
Avalon Bookings	g	-10,000.00	-10,000.00	-36,406.08	26,406.08	0.00	-500.00	-891.00	391.00	-500.00	-4,537.68	4,037.68	-500.00	-4,630.22	4,130.22	
Trust Subsidy		-28,110.04	-28,110.05	-61,328.79	33,218.74	0.00	-1,375.12	-722.75	-652.37	-1,420.44	1,678.45	-3,098.90	-2,962.48	-1,649.67	-1,312.81	
The Centre Total income NET		-38,110.04	-38,110.05	-97,734.87	59,624.82	0.00	-1,875.12	-1,613.75	-261.37	-1,920.44	-2,859.23	938.78	-3,462.48	-6,279.89	2,817.41	

Total Income		-761,171.70	-761,171.70	-844,912.34	83,740.64	-0.00	-10,473.72	-23,839.81	13,366.09	-13,803.33	-34,730.51	20,927.18	-46,288.29	-11,520.86	-34,467.44	
								-15,363.44			-25,735.50			-129,330.39		
Total Net Budget		-197,604.72	-197,604.72	-198,273.40	668.68	-0.01	16,646.03	15,363.44	1,282.60	20,902.97	25,735.50	-4,832.53	175,193.34	129,330.39	46,162.94	
				OK				OK			OK			OK		

Tilia Homes Limited – Elsea Park Development Update 11/5/2023

- Legacy Road adoptions –

It has been confirmed that all Zone 2 roads highlighted in yellow on the plan below were adopted on the 23rd January 2023 and are no longer the responsibility of Tilia Homes Limited (Tilia) or any other Developers involved. Lincolnshire County Council (LCC) have advised that their reporting systems will take a few months to catch up with these adoptions. If homeowners have any issues with reporting issues on these roads, they need to contact LCC directly going forward



All minor works to the roads in Zone 1 to 3 have now been completed.

Some street lighting repairs to Zones 1 and 3 are in the process of being planned for completion. Once all these works are completed Lincolnshire Highways will re-inspect, and these roads will automatically be adopted, which is targeted for June 2023.

The interim pot holing works to Zone 5 have now also been completed and no further works of this type will be carried out.

Tilia have a pre-start meeting with the contractors instructed to carry out Zone 4a (Newton Abbot Way and Haydock Park Drive) and Zone 5 and all parties are targeting a June/July 2023 start date and are likely to last into the early part of 2024.

We are hoping to confirm the program of works to these areas in the next few weeks to the Trust and affected property owners.

- **Zone 5 (6) play area** – Unfortunately the play area has now been entered by trespassers using wire cutters despite the additional security to the area. Tilia are still awaiting on the vandalised equipment to be repaired (Awaiting lead time). The grass areas are starting to establish, and the final phase of over seeding will start from 12/5/2023. Tilia are currently reviewing whether the play area will be opened prior to the CCTV being installed or not by the Trust. Both Tilia and the Trust have been in contact with the local police regarding the anti-social behaviour in this area
- **Landscaping around Zone 5 (6)** – The re-levelling works to the large open space area will start on the 12/5/2023. Dependent on weather and ground conditions it could take a week or two to complete the seeding. We apologise for any inconvenience caused during this period of works. The area will not be fenced off despite being seeded. We ask for residents to try and avoid walking on this area until the grass establishes
- **Zone 5 (6) LAP and landscaping (Old Compound)** – The contractor has carried out the soft landscaping and the seed is already starting to establish. We are just awaiting the benches to be installed (Awaiting lead times)
- **Zone 9 play area** –Tilia are unable to open the play area until the footpaths on the public open spaces and attenuation pond setting out is completed due to health and safety reasons. Tilia have had the area surveyed and there are some potential issues with the setting out of the play area. These issues are being reviewed by the contractor. We are still targeting for this area to be completed in June/July 2023. Although once we have a more confirmed timeframe we will advise the Trust accordingly
- **Zone 9 completion** - Tilia were targeting to have all the public open spaces completed by May 2023 for inspection by the Trust. Although the above play area issue has had a knock-on effect, as highlighted above. Although the adoptable roads are targeted to be completed by June 2023 and onto maintenance with LCC by August 2023. The adoptable drainage is also targeted to be onto maintenance by August 2023
- **Footpath on Linear park/Linear Park** – Tilia are currently going through the planning approval process. Once planning is approved, Tilia will hopefully be able to provide a timeframe for completion. Please appreciate any works to this area will require seeding and then time to establish
- **Orgrey pond** – All works to the footbridge have now been completed. The grading works have now been completed. Tilia will review any further landscaping requirements in this area and instruct accordingly
- **Legacy land transfer** – The land transfer has been agreed in principle between Tilia and the Trust. Tilia hope to have the draft legal land transfer agreements for the Trust to review and sign off in June 2023
- **Ditch works** – The contractors have advised that all works to the ditches Tilia are responsible for are completed in relation to trees and flailing. Tilia and the Trust are inspecting the works on 17/5/2023
- **Bourne Community Centre parcel** – The contractor is currently waiting on Core testing before the roads can be surfaced. These tests have a lead time of around 3 to 5 weeks. Tilia have chased LCC in relation to the results, so the topping of the roads can be progressed. Tilia are targeting to have the roads topped by in June 2023 although this is dependent on the core tests results being returned. The landscaped area works were pushed back due to bad weather. We have been advised by the contractors that they are visiting the site to inspect the w/c 12/5/2023 and will provide a date for the areas to be prepped and seeded in due course. These dates will be relayed to the Trust in due course.

(Please note all timeframes may change as they are dependent on a number of factors such as weather etc)