



**AGENDA**  
**Elsea Park Community Trust - AGP**

**Thursday 3<sup>rd</sup> August 2023 – 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</b>	<b>Welcome and Apologies</b> <b>JB</b>
<b>18:05</b>	<b>2</b>	<b>Actions from the previous meeting 6<sup>th</sup> July 2023</b> <b>All</b>
<b>18:10</b>	<b>3</b>	<b>Management Report</b> <b>GP</b>
<b>18:20</b>	<b>4</b>	<b>Finance Report</b> <b>BL</b>
	<b>4a</b>	<b>Audit Report</b> <b>BL</b>
<b>18:30</b>	<b>5</b>	<b>AGP</b> <b>GP</b>
<b>18:40</b>	<b>6</b>	<b>Directors Items</b> <b>All</b>
	<b>6a</b>	<b>Community Library</b> <b>JB</b>
	<b>6b</b>	<b>Newsletter</b> <b>JB</b>
<b>19:00</b>	<b>7</b>	<b>Any Other Business</b> <b>All</b>
<b>19:20</b>	<b>8</b>	<b>Date of the next meeting: Thursday 7<sup>th</sup> September 2023</b> <b>All</b>

## Elsea Park Community Trust Board Meeting Minutes Thursday 3<sup>rd</sup> August 2023

<b>Present:</b>	Jono Brough	JB	Owner Director (Chair)
	Michael Marren	MM	Owner Director (Vice Chair)
	Gary Thomas	GT	Owner Director
	Simon Temporal	ST	Tilia Homes Representative
	Paul Fellows	PF	Bourne Town Council
<b>In Attendance:</b>	Graeme Parrott	GP	Trust Manager
	Barry Cook	BC	Company Secretary
	Bea Laidler	BL	Finance and Admin Officer
<b>1.</b>	<b>WELCOME AND APOLOGIES FOR ABSENCE</b>		
	1.1 Apologies were received from Anna Machnik, Asif Mahmood and Peggy Kent.		
	1.2 JB welcomed everyone to the meeting and thanked them for attending.		
<b>2.</b>	<b>DECLARATION OF INTEREST</b>		
	2.1 INTERESTS IN PROPOSED TRANSACTIONS AND/OR ARRANGEMENTS WITH THE COMPANY.		
	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).		
<b>3.</b>	<b>ACTIONS FROM THE PREVIOUS MEETING</b>		
	<b>Action Details</b>	<b>Actioner</b>	<b>Closed</b>
	SKDC Representative PF has formally been appointed to the Board as the SKDC representative.	PF	<input checked="" type="checkbox"/>
	BTC Representative BTC held a meeting on Tuesday but due to absence, PF isn't aware who has been appointed. PF will report back at the next meeting.	PF	<input type="checkbox"/>
<b>4.</b>	<b>MANAGEMENT REPORT</b>		
	GP sent the Management report to the directors ahead of the meeting and gave the following updates:		
	4.1 Welland Drive/Nene Close POS GP has sent the plans to a contractor but there is no availability until October 2023.		
	4.2 Solar Panels at the AGP GP is chasing an answer from the structural engineer. He has an alternative contact but he is still waiting for a response.		
<b>5.</b>	<b>FINANCE REPORT</b>		
	5.1 BL sent the finance reports to the Board prior to the meeting.		

	<p>5.2 An explanation of the variances was provided, and it was confirmed that the water bowser is new, not used. The cost for this will be transferred to the Fixed Assets.</p> <p>5.3 BL produced statistics for the final reminders sent.</p> <p>5.4 A report showing all the investments was shared with the Board.</p> <p>5.5 The Report to Management has been received from Streets Accountancy with a few minor points that require reviewing.</p> <p>5.6 The draft accounts were also received for review.</p>
<b>6.</b>	<b>AGP</b>
	<p>6.1 GP distributed the report from the Football Development Officer (FDO). There were no questions regarding the report.</p> <p>6.2 JB expressed his disappointed that no activities had been planned for children during the summer holidays.</p> <p>6.2.1 GP suggested inviting providers to run sessions whereas if EPCT were to run an activity, the parents would be required to stay to comply with safeguarding policies.</p> <p>6.2.3 GP will discuss with the FDO to look at what activities can be hosted.</p> <p>6.3 The drainage issues are still ongoing. GP has engaged a Chartered Engineer who has inspected the drainage using the original plans and using a camera to follow the drain to discover where blockages occur. A report has been prepared detailing the issues and submitted to The Trust.</p> <p>6.3.1 Tilia Home's Senior Surveyor has arranged a meeting with the contractor regarding the AGP drainage but has not invited EPCT which JB expressed his annoyance at being excluded and sent an email requesting an invite.</p> <p>6.3.2 ST laid out the process and explained the reasons why an invitation was not sent but he did ask if the Chartered Engineer could draw up a resolution to put forward to Tilia Homes to expedite the process. GP will request the resolution designs from the Chartered Engineer. <b>Action: GP</b></p>
<b>7.</b>	<b>DEVELOPER REPRESENTATIVE REPORT</b>
	<p>7.1 ST presented his report verbally but added the following comments:</p> <p>7.2 Zone 5 (6) play area, JB expressed his disappointment regarding the state of the new play park. Not only was there a safety issue with a swing, despite having a ROSPA inspection, but the grass was long, there were pieces of broken glass that hadn't been cleared and the bins were full.</p> <p>7.3 Zone 5 (6) LAP and landscaping, GP asked if the furniture included bins to which ST responded by saying he believes that bins are included.</p> <p>7.4 Zone 6, Chequer Tree Walk, a couple of residents have extended their property boundary by erecting fencing. ST will contact the relevant person to report this and asked if GP would send the photographs.</p>
<b>8.</b>	<b>DIRECTORS ITEMS</b>
	<p>8.1 Community Library A resident recently contacted JB regarding the potential provision of a Community Library. This idea had previously been proposed, but never came to fruition despite a positive stance by the Trust.</p>

	<p>8.1.1 Following this enquiry, JB has been looking at a suitable storage solution, which was presented to Directors prior to the meeting. The recommendation is for this to be located within the grounds of the Community Centre for security purposes.</p> <p>8.1.2 The Board voted unanimously for the library to proceed, and GP will be ordering the cabinet. <b>Action: GP</b></p> <p>8.2 JB stated that another Newsletter should be produced and requested that the other Directors consider submit or contributing to an article. <b>Action: All</b></p>
9.	<b>ANY OTHER BUSINESS</b>
	<p>9.1 GT asked if there is an update regarding the footpath linking both parts of the development. JB replied saying that Barratt David Wilson had recently had a change in structure for regional responsibility and is arranging to meet with the Technical Director and Engineer to discuss various aspects of work, including the footpath.</p> <p>9.1.1 GT asked if he could attend the meeting.</p> <p>9.2 BL said that one resident phoned in for a prescription to be collected and asked if there were any volunteer drivers to take him to the doctors for stitches and staple removal.</p> <p>9.2.1 She added that she had been approached by two people who are willing to act as volunteer drivers and asked if the Volunteer Group could be resurrected for the benefit of the residents.</p> <p>9.2.2 JB said that he will consider this to see how it could be implemented. <b>Action: JB</b></p> <p>9.3 GP has received a petition from residents of Buttercup Drive requesting that the hedge along the A15 remains uncut. GP explained the reason the hedge is at the height it is, to allow the grounds team to trim the hedge safely without the use of ladders. It also helps to establish a thicker hedge, which helps to absorb the traffic noise and fumes.</p> <p>9.3.1 The Board agreed to explore options, but the final decision will be left to the Head Groundsman. GP will talk to the resident.</p> <p>9.4 GP put forward design plans for an extension to the Centre. He highlighted the issues being experienced due to the lack of office space, the inability to hire out the Meeting Room and the lack of employee facilities, i.e., showers and rest area. GP requested approval to engage with an architect for plans to be drawn up.</p> <p>9.4.1 The Board agreed unanimously. <b>Action: GP</b></p> <p>9.5 GP informed the Board that further repairs are required to the Cushman, which is likely to be costly. Quotations for a replacement had already been circulated prior to the meeting, with the Head Groundsman making a recommendation based on towing capacity and availability of spare parts. This was also the cheapest of the three suggestions.</p> <p>9.5.1 Approval was given to the purchase the new equipment subject to a successful trial.</p> <p>9.6 The Children's Group leader has said that she is looking for volunteers to take over from her to run the Children's Group on a Wednesday morning as she is planning to return to work.</p>

	<p>9.6.1 No volunteers have come forward so the group may have to close so GP has come up with a proposal to keep the group running and would like the Boards approval.</p> <p>9.6.2 PF feels that the Children's Group is a benefit to the community which The Trust cannot afford to lose so he would support GP 's decision.</p> <p>9.6.3 GP will discuss his proposal with the current Children's Group leader. <b>Action: GP</b></p> <p>9.7 BC stated that there has been no progress with the AGP land transfer.</p> <p>9.7.1 ST revealed that there is an additional corner of land that is still to be transferred to The Trust so the Land Registry have held up the transfer so it can be completed as whole.</p> <p>9.8 PF gave the following updates which are for information only:</p> <ul style="list-style-type: none"> <li>- the skate park is up and running successfully.</li> <li>- SKDC are planning to roll out a third bin for cardboard only.</li> <li>- Aldi's planning application is coming up for approval in two weeks.</li> </ul>
<b>10.</b>	<b>DATE OF NEXT MEETING</b>
	<p>The date of the next meeting will be 7<sup>th</sup> September 2023.</p> <p>There being no further business, the meeting closed at 20:40 hrs.</p>



## **Manager's Report 3<sup>rd</sup> August 2023**

### **Grounds**

**ROSPA water inspection due 14 and 15<sup>th</sup> September** areas covered will be ditches along the bypass, Ogrey Pool, Wake Ponds, Arena Pond, and the ponds in the meadows.

**Welland Drive / West Road hogging path** This has recently been dug up by a telecommunications company and reinstated with tarmac, with the help of a developer we have managed to track down the responsible company and they are going to reinstate the paths surface.

**Welland Drive / Nene Close POS** a contractor has been approached, but due to summer pressures on the Grounds Team no further approaches to contractors have been attempted, it is hoped to drive this forward once the third person joins the Grounds Team mid-September.

**The ROSPA** annual inspection of the play parks is due to take place Mid-August.

### **The Centre**

Weekend Hires at the Centre are busy, only three Saturdays remain this year without a hire.

### **AGP**

**The solar project** for the AGP is currently with a structural engineer and we are awaiting his approval or suggestions for fitting panels to the roof of the Pavilion.

A meeting has taken place with the Partner Groups and Stamford Strollers to introduce the new price tariff at the pitch which does include a price rise but also includes some winter daytime use at a reduced rate, as these times do not require floodlighting.

**Operational Trust Budget**



Item	2023/2024 Spend Budget	Year to date Budget 01/04/2023 - 30/06/2023	Year to Date Expenditure 01/04/2023 - 30/06/2023	Year to date Variance +/-	Remaining Budget	April 23 Budget	April 23 Expenditure	Variance +/-	May 23 Budget	May 23 Expenditure	Variance +/-	June 23 Budget	June 23 Expenditure	Variance +/-	Notes
Office Staff Salaries	99,800.00	26,111.24	26,109.62	1.62	73,688.76	8,924.62	8,924.62	0.00	8,924.62	8,923.81	0.81	8,262.01	8,261.20	0.81	
Employers NI & Pension	11,400.00	2,918.23	1,516.12	1,402.11	8,481.77	985.79	1,018.00	-32.21	985.79	262.32	723.47	946.65	235.81	710.84	
Staff Training	4,500.00	2,400.00	2,406.00	1,182.00	2,100.00	1,200.00	1,218.00	-18.00	1,200.00	1,188.00	12.00		0.00	0.00	
Recruitment & Other Staffing Costs	7,700.00	1,940.00	1,922.75	1,466.81	5,760.00	480.00	473.19	6.81	950.00	935.46	14.54	510.00	514.10	-4.10	
Workwear & PPE	1,100.00	510.00	517.04	510.00	590.00	0.00	0.00	0.00	400.00	406.76	-6.76	110.00	110.28	-0.28	
Communications, Printing and Advertising	2,000.00	0.00	0.00	0.00	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Franking	1,800.00	650.00	658.24	397.00	1,150.00	250.00	253.00	-3.00	400.00	405.24	-5.24	0.00	0.00	0.00	
Office Stationery	2,700.00	1,045.00	1,040.12	747.97	1,655.00	300.00	297.03	2.97	20.00	16.80	3.20	725.00	726.29	-1.29	
Travel & Subsistence	150.00	95.00	98.00	95.00	55.00	0.00	0.00	0.00	30.00	33.30	-3.30	65.00	64.70	0.30	
Telephone/Mobile and Broadband	3,800.00	215.00	212.50	129.85	3,585.00	85.00	85.15	-0.15	40.00	35.95	4.05	90.00	91.40	-1.40	
Website, IT and Software	3,400.00	720.00	-416.39	1,838.35	2,680.00	0.00	-1,118.35	1,118.35	70.00	70.09	-0.09	650.00	631.87	18.13	
Membership & Subscriptions	200.00	15.00	13.00	15.00	185.00	0.00	0.00	0.00	15.00	13.00	2.00	0.00	0.00	0.00	
Donations	3,400.00	365.00	365.70	365.00	3,035.00	0.00	0.00	0.00	0.00	0.00	0.00	365.00	365.70	-0.70	
Audit and Accountancy Fees	7,500.00	0.00	0.00	0.00	7,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Legal Fees	3,700.00	0.00	0.00	0.00	3,700.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Professional Fees & Land Registry	500.00	3.00	3.00	3.00	497.00	0.00	0.00	0.00	3.00	3.00	0.00	0.00	0.00	0.00	
Insurance	8,500.00	0.00	0.00	0.00	8,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Office Equipment	1,500.00	295.00	292.90	295.00	1,205.00	0.00	0.00	0.00	60.00	59.00	1.00	235.00	233.90	1.10	
Miscellaneous Expenditure	3,000.00	765.00	754.14	520.20	2,235.00	250.00	244.80	5.20	140.00	134.51	5.49	375.00	374.83	0.17	
Bird boxes	400.00	0.00	0.00	0.00	400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Trust Community Grants	1,000.00	0.00	-200.00	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-200.00	200.00	
Community Training	500.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Anniversary Weekend & Christmas party	5,000.00	5,000.00	3,894.37	4,825.75	0.00	175.00	174.25	0.75	750.00	750.80	-0.80	4,075.00	2,969.32	1,105.68	Underspent on budget, includes 50% of bar profits to be paid to a charity
Charges (card machine & bank)	7,000.00	2,710.00	2,694.08	1,846.76	4,290.00	860.00	863.24	-3.24	950.00	930.37	19.63	900.00	900.47	-0.47	
Proportioned Centre Costs	6,459.15	1,700.00	1,967.48	1,033.88	4,759.15	740.00	666.12	73.88	480.00	484.31	-4.31	480.00	817.05	-337.05	
Depreciation allowance	46,000.00	0.00	0.00	0.00	46,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
AGP Depreciation	74,000.00	0.00	0.00	0.00	74,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Events Team expenses	0.00	2.00	264.26	2.00	-2.00	0.00	0.00	0.00	1.00	0.00	1.00	1.00	264.26	-263.26	
Contribution to The Centre	19,740.85	2,551.71	2,565.14	2,491.81	17,189.14	-680.10	59.90	-740.00	445.90	1,204.06	-758.16	2,785.90	1,301.18	1,484.73	
Contribution to the AGP	33,940.00	-85.12	3,399.68	3,072.61	34,025.12	3,072.61	-3,157.72	6,230.33	0.00	5,140.45	-5,140.45	-3,157.72	1,416.95	-4,574.67	
<b>Trust Totals</b>	<b>360,690.00</b>	<b>49,926.07</b>	<b>50,077.75</b>	<b>22,241.71</b>	<b>276,738.81</b>	<b>16,642.92</b>	<b>10,001.23</b>	<b>6,641.69</b>	<b>15,865.31</b>	<b>20,997.22</b>	<b>-5,131.91</b>	<b>17,417.84</b>	<b>19,079.30</b>	<b>-1,661.46</b>	

**AGP Budget**

Salaries	32,000.00	9,322.71	9,361.35	-38.64	22,677.29	3,207.74	3,215.60	-7.86	3,207.74	3,208.38	-0.64	2,907.24	2,937.37	-30.14	
Employers NI & Pension	3,560.00	924.90	474.64	450.26	2,635.10	304.41	304.41	0.00	304.41	90.50	213.91	316.07	79.73	236.34	
AGP Business Rates	1,700.00	480.00	808.35	-328.35	1,220.00	140.00	140.84	-0.84	0.00	0.00	0.00	340.00	667.51	-327.51	
AGP Water Rates	3,500.00	0.00	0.00	0.00	3,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
AGP Repair & Maintenance	1,500.00	1,010.00	998.53	11.47	490.00	190.00	186.98	3.02	200.00	196.17	3.83	620.00	615.38	4.62	
AGP Electricity	9,600.00	0.00	0.00	0.00	9,600.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
AGP Gas	1,500.00	230.00	228.06	1.94	1,270.00	170.00	165.34	4.66	60.00	62.72	-2.72	0.00	0.00	0.00	
AGP Equipment	3,000.00	0.00	0.00	0.00	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
AGP Cleaning/Materials	1,000.00	0.00	0.00	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
AGP Communications & Software	1,750.00	60.00	58.10	1.90	1,690.00	0.00	0.00	0.00	40.00	38.45	1.55	20.00	19.65	0.35	
AGP Health & Safety	2,700.00	200.00	192.31	7.69	2,500.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	192.31	7.69	
AGP Pitch Maintenance	7,000.00	4,900.00	4,968.97	-68.97	2,100.00	0.00	0.00	0.00	4,800.00	4,866.67	-66.67	100.00	102.30	-2.30	
AGP Miscellaneous	3,500.00	1,545.00	1,554.69	-9.69	1,955.00	445.00	445.28	-0.28	1,100.00	1,109.41	-9.41	0.00	0.00	0.00	
<b>AGP Totals</b>	<b>72,310.00</b>	<b>18,672.61</b>	<b>18,645.00</b>	<b>27.61</b>	<b>53,637.39</b>	<b>4,457.15</b>	<b>4,458.45</b>	<b>-1.30</b>	<b>9,712.15</b>	<b>9,572.30</b>	<b>139.85</b>	<b>4,503.31</b>	<b>4,614.25</b>	<b>-110.94</b>	

**Operational Groundsman Budget**

Salaries	68,200.00	13,666.63	13,154.06	512.56	54,533.37	4,181.82	4,331.13	-149.31	4,181.82	4,193.71	-11.90	5,302.99	4,629.22	673.77	
Employers NI	8,500.00	1,673.59	797.02	876.57	6,826.42	538.93	538.93	0.00	538.93	129.27	409.67	595.72	128.81	466.90	
Equipment Hire	500.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Repairs and Renewals	6,100.00	0.00	0.00	0.00	6,100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
New equipment and tools	5,000.00	5,000.00	6,520.00	-1,520.00	0.00	460.00	462.71	-2.71	90.00	87.67	2.33	4,450.00	5,969.62	-1,519.62	Purchase of a second hand water bowser
Miscellaneous Expenditure	7,500.00	1,075.00	1,076.45	-1.45	6,425.00	215.00	212.00	3.00	60.00	64.17	-4.17	800.00	800.28	-0.28	
Ditch & Dyke Maintenance, Fence repairs and replacements	24,500.00	800.00	780.00	20.00	23,700.00	0.00	0.00	0.00	0.00	0.00	0.00	800.00	780.00	20.00	
Arboricultural Survey & Tree maintenance	7,275.00	720.00	720.00	0.00	6,555.00	220.00	220.00	0.00	0.00	0.00	0.00	500.00	500.00	0.00	
Landscaping Projects (New works)	50,000.00	2,040.00	2,016.83	23.17	47,960.00	1,500.00	1,479.00	21.00	440.00	435.79	4.21	100.00	102.04	-2.04	
Waste collection (waste bins around the development)	3,150.00	360.00	357.49	2.51	2,790.00	180.00	178.75	1.25	180.00	178.75	1.26	0.00	0.00	0.00	
Fuel, Oil and Water	4,500.00	1,140.00	1,142.69	-2.69	3,360.00	540.00	542.70	-2.70	380.00	381.33	-1.33	220.00	218.66	1.34	
Vehicle Insurance	2,000.00	170.00	168.00	2.00	1,830.00	170.00	168.00	2.00	0.00	0.00	0.00	0.00	0.00	0.00	
Vehicle repairs & MOT	2,000.00	1,050.00	2,723.29	-1,673.29	950.00	30.00	32.29	-2.29	1,970.00	3,643.36	-1,673.36	-950.00	-952.36	2.36	Repairs to the Cushman and the purchase of welding supplies of £1740 which has since been recoded to Equipment & Tools
Play ground inspection	1,500.00	0.00	591.60	-591.60	1,500.00	0.00	0.00	0.00	0.00	591.60	-591.60	0.00	0.00	0.00	
<b>Groundsman Totals</b>	<b>190,725.00</b>	<b>27,695.21</b>	<b>30,047.43</b>	<b>-2,352.22</b>	<b>163,029.79</b>	<b>8,035.75</b>	<b>8,165.51</b>	<b>-129.76</b>	<b>7,840.75</b>	<b>9,705.65</b>	<b>-1,864.90</b>	<b>11,818.71</b>	<b>12,176.28</b>	<b>-357.57</b>	

**Operational The Centre Budget**

Staff salaries	11,400.00	2,902.45	2,335.92	566.53	8,497.55	967.48	778.55	188.93	967.48	778.82	188.66	967.48	778.55	188.93	
Employers NI & Pension	1,000.00	265.26	134.08	131.19	734.74	88.42	88.42	0.00	88.42	22.83	65.59	88.42	22.82	65.60	
PRS & Licenses	2,500.00	340.00	339.00	1.00	2,160.00	160.00	159.00	1.00	0.00	0.00	0.00	180.00	180.00	0.00	
Advertising, Communications & Printing	400.00	0.00	0.00	0.00	400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
The Centre repairs, renewals & maintenance	35,000.00	4,195.00	4,203.69	-8.69	30,805.00	220.00	218.26	1.74	1,250.00	1,263.38	-13.38	2,725.00	2,722.05	2.95	
Business Rates	3,150.00	1,630.00	1,632.50	-2.50	1,520.00	250.00	251.37	-1.37	0.00	0.00	0.00	1,380.00	1,381.13	-1.13	
Water	1,000.00	245.00	243.83	1.17	755.00	80.00	76.22	3.78	100.00	100.62	-0.62	65.00	66.99	-1.99	
Electricity	1,650.00	144.00	139.07	4.93	1,506.00	84.00	83.59	0.41	30.00	28.98	1.02	30.00	26.50	3.50	
Feed in Tariff	-750.00	-250.00	-651.16	401.16	-500.00	0.00	0.00	0.00	0.00	0.00	0.00	-250.00	-651.16	401.16	Category moved from Other Income
Gas	1,300.00	810.00	814.63	-4.63	490.00	650.00	655.02	-5.02	160.00	159.61	0.39	0.00	0.00	0.00	
Waste Collection	1,050.00	720.00	715.00	5.00	330.00	60.00	59.58	0.42	60.00	59.58	0.42	600.00	595.84	4.16	
Cleaning	7,500.00	1,645.00	1,644.72	0.28	5,855.00	410.00	410.83	-0.83	770.00	768.41	1.59	465.00	465.48	-0.48	
Miscellaneous Centre expenditure	1,000.00	605.00	597.90	7.10	395.00	90.00	90.62	-0.62	500.00	494.50	5.50	15.00	12.78	2.22	
Proportioned Centre Costs (income)	-6,459.15	-1,700.00	-1,967.48	267.48	-4,759.15	-740.00	-666.12	-73.88	-480.00	-484.31	4.31	-480.00	-817.05	337.05	
<b>Centre Totals</b>	<b>59,740.85</b>	<b>11,551.71</b>	<b>10,181.70</b>	<b>1,370.01</b>	<b>48,189.14</b>	<b>2,319.90</b>	<b>2,205.34</b>	<b>114.56</b>	<b>3,445.90</b>	<b>3,192.43</b>	<b>253.47</b>	<b>5,785.90</b>	<b>4,783.93</b>	<b>1,001.98</b>	
<b>Combined Expenditure Totals</b>	<b>683,465.85</b>	<b>107,845.60</b>	<b>108,951.88</b>	<b>21,287.12</b>	<b>541,595.13</b>	<b>31,455.72</b>	<b>24,830.53</b>	<b>6,625.19</b>	<b>36,864.12</b>	<b>43,467.60</b>	<b>-6,603.48</b>	<b>39,525.76</b>	<b>40,653.75</b>	<b>-1,127.99</b>	



Income 2023/2024

		2023/2024 Income Budget	Year to date Budget 01/04/2023 - 30/06/2023	Year to Date Income 01/04/2023 - 30/06/2023	Year to date Variance + / -	Remaining Budget 01/03/2024 - 31/03/2024	April 23 Budget	April 23 Income	Variance + / -	May 23 Budget	May 23 Income	Variance + / -	June 23 Budget	June 23 Income	Variance + / -	Notes
<b>The Trust income</b>																
Annual charge	a	-582,700.00	-347,175.49	-417,499.48	70,324.00	-235,524.52	-293,568.47	-356,341.47	62,773.00	-26,907.02	-34,602.63	7,695.62	-26,700.00	-26,555.38	-144.62	
Administration fees	b	-24,000.00	-6,800.00	-6,961.60	161.60	-17,200.00	-2,000.00	-200.00	-1,800.00	-2,400.00	-4,300.00	1,900.00	-2,400.00	-2,461.60	61.60	
Interest earned	c	-21,000.00	0.00	-9.76	9.76	-21,000.00	0.00	-4.58	4.58	0.00	-1.35	1.35	0.00	-3.83	3.83	
Other	d	-250.00	-250.00	-12.50	-237.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-250.00	-12.50	-237.50	
<b>The Trust Total income NET</b>		<b>-627,950.00</b>	<b>-354,225.49</b>	<b>-424,483.34</b>	<b>70,257.86</b>	<b>-273,724.52</b>	<b>-295,568.47</b>	<b>-356,546.05</b>	<b>60,977.58</b>	<b>-29,307.02</b>	<b>-38,903.98</b>	<b>9,596.97</b>	<b>-29,350.00</b>	<b>-29,033.31</b>	<b>-316.69</b>	

<b>AGP Income</b>																
Football pitch bookings	e	-61,000.00	-16,000.00	-14,751.57	-1,248.43	-45,000.00	-7,500.00	-7,629.08	129.08	-5,000.00	-3,973.52	-1,026.48	-3,500.00	-3,148.97	-351.03	End of season resulting in less bookings
Pavilion lettings	f	-1,870.00	400.00	-493.75	893.75	-2,270.00	0.00	12.91	-12.91	450.00	-458.33	908.33	-50.00	-48.33	-1.67	
Other income	g	-500.00	0.00	0.00	0.00	-500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Trust subsidy		-33,940.00	-3,072.61	-3,399.68	327.07	-30,867.39	3,042.85	3,157.72	-114.87	-5,162.15	-5,140.45	-21.70	-953.31	-1,416.95	463.64	
<b>The AGP Total income NET</b>		<b>-97,310.00</b>	<b>-18,672.61</b>	<b>-18,645.00</b>	<b>-27.61</b>	<b>-78,637.39</b>	<b>-4,457.15</b>	<b>-4,458.45</b>	<b>1.30</b>	<b>-9,712.15</b>	<b>-9,572.30</b>	<b>-139.85</b>	<b>-4,503.31</b>	<b>-4,614.25</b>	<b>110.94</b>	

<b>The Centre Income</b>																
Avalon Bookings	h	-40,000.00	-9,000.00	-7,616.56	-1,383.44	-31,000.00	-3,000.00	-2,145.44	-854.56	-3,000.00	-1,988.37	-1,011.63	-3,000.00	-3,482.75	482.75	
Trust Subsidy		-19,740.85	-2,551.71	-2,565.14	13.43	-17,189.14	680.10	-59.90	740.00	-445.90	-1,204.06	758.16	-2,785.90	-1,301.18	-1,484.73	
<b>The Centre Total income NET</b>		<b>-59,740.85</b>	<b>-11,551.71</b>	<b>-10,181.70</b>	<b>-1,370.01</b>	<b>-48,189.14</b>	<b>-2,319.90</b>	<b>-2,205.34</b>	<b>-114.56</b>	<b>-3,445.90</b>	<b>-3,192.43</b>	<b>-253.47</b>	<b>-5,785.90</b>	<b>-4,783.93</b>	<b>-1,001.98</b>	

<b>Total Income</b>		<b>-785,000.85</b>	<b>-384,449.81</b>	<b>-453,310.04</b>	<b>68,860.23</b>	<b>-400,551.04</b>	<b>-302,345.52</b>	<b>-363,209.84</b>	<b>60,864.32</b>	<b>-42,465.07</b>	<b>-51,668.71</b>	<b>9,203.64</b>	<b>-39,639.21</b>	<b>-38,431.49</b>	<b>-1,207.72</b>	
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<b>Total Net Budget</b>		<b>-101,535.00</b>	<b>-276,604.20</b>	<b>-344,358.16</b>	<b>90,147.35</b>	<b>141,044.09</b>	<b>-270,889.80</b>	<b>-338,379.31</b>	<b>67,489.51</b>	<b>-5,600.95</b>	<b>-8,201.11</b>	<b>2,600.16</b>	<b>-113.45</b>	<b>2,222.26</b>	<b>-2,335.71</b>	
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## Tilia Homes Limited – Elsea Park Development Update 3/8/2023

### - Legacy Road adoptions –

It has been confirmed that all Zone 2 roads highlighted in yellow on the plan below were adopted on the 23<sup>rd</sup> 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.

The street lighting works have took longer and anticipated. All Zone 3 are now complete and Zone 1 works start on the 18<sup>th</sup> August. Once all these works are completed Lincolnshire Highways will re-inspect, and these roads will automatically be adopted, we have had to revise the target to later this year.

A program has been provided to The Trust for the Zone 4a (Newton Abbot Way and Haydock Park Drive) and Zone 5 works.

The Zone 4a surfacing is targeted to be completed by the 18<sup>th</sup> August 2023.

The target date for completing all the works is February 2024. Although please appreciate the contractors have managed to absorb around 2 weeks' worth of additional works picked up by the Highways inspector.

We will be providing regular updates to the Trust as we work through the program. So please keep your eye out for further updates.

- **Zone 5 (6) play area** – The play was opened on Monday 31 July 2023. Unfortunately, there has been an issue raised with the basket swing. So, this has been fenced off until the suppliers can attend to investigate and resolve. We have been advised they are attending on the weekend of the 5<sup>th</sup> August 2023
- **Landscaping around Zone 5 (6)** – The area has now been prepped, re-levelled and seeded. Unfortunately, despite almost perfect grass growing weather over the last month. Large areas of grass have struggled to establish. Tilia are meeting the contractors on the 3<sup>rd</sup> August 2023 to agree on a forward plan to address this issue
- **Zone 5 (6) LAP and landscaping (Old Compound)** – The grassed areas have established, and the Trust are now maintaining the grass. We are just awaiting a date for the benches to be installed which have been on order for some time
- **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 contractors. Unfortunately, this matter has not moved forward, and we are still awaiting timeframes for when this area will be completed. We will update the Trust in due course
- **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. Tilia have also had issues with their contractors and are instructing national landscaping experts to resolve this matter. Tilia are meeting with them on the 16<sup>th</sup> August 2023 to put in place a forward action plan

Unfortunately, we have had further delays on Zone 9 with completing the roads, drainage and pumping station. This has led to sourcing alternative contractors. Whilst we still target to get these all onto maintenance with the adopting authorities by the end of the year. Tilia will still legally have to manage these assets for a year's maintenance until full adoption.

- **Footpath on Linear park/Linear Park** – Tilia are currently going through the planning approval process. The planners are working with Tilia to agree on the appropriate footpath connections coming off the cycleway. Once the designs are approved, Tilia will 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** – Tilia have completed all works other than installing a 1.8m wide gravel footpath which links to the footbridge. This work has been instructed and we are awaiting timeframes
- **Legacy land transfer** – The land transfer has been agreed in principle between Tilia and the Trust. The Trust have requested further improvements to the plans within the agreement and these are being processed by Tilia's consultants
- **Ditch works** – All minor snagging works to the landscaping on ditches has been completed and these areas are now maintained by the Trust. Tilia still have some safety grilles that appear to have been stolen to replace on some of the culverts. These have been ordered and we are awaiting delivery and installation
- **Bourne Community Centre parcel** – There has been delays to the surfacing of the roads. The works will be starting in August 2023 and completed in September 2023. The public open space areas have started to establish. Tilia are inspecting with the landscaper on the 2<sup>nd</sup> August 2023 to cut this area and oversee ready for handover in the coming weeks.

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