



AGENDA

Elsea Park Community Trust - AGP

Thursday 4th April 2024 – 18:00

Venue: Meeting Room, The Centre @ Elsea Park

Time	Item	
18:00	1 Welcome and Apologies	JB
18:05	2 Minutes from the previous meeting held on 7th March 2024	JB
18:10	3 Actions from the previous meeting 7th March 2024	JB
18:25	4 Election of Chair and Vice Chair	All
18:35	5 Management Report	GP
19:00	6 Finance Report	BL
19:10	7 AGP	GP
19:20	8 Developer's Report	ST
19:35	9 Directors Items	All
19:40	10 Any Other Business	All
20:10	11 Date of the next meeting: Thursday 4th April 2024	All



ACTIONS FROM THE PREVIOUS MEETING

Item	Action details	Actioner	Closed
5.5	Choice of Chair from the missing directors	BC	
6.5.3	The developer to be informed that The Trust will not be contributing to the widening of the path link to Harvey Close to an adoptable standard.	GP	
7.2.2	The budget to be finalised and uploaded to the accounting software.	GP/BL	
8.3	Pay review details to be sent to BL to prepare the letters to staff.	JB/BL	
11.1.6	PF to liaise with the S106 Officer to discuss acceptable amendments.	PF	
11.1.7	JB to write to the planners with results for his research and offer some agreeable alternatives to Community Bus.	JB	

Elsea Park Community Trust Board Meeting Minutes Thursday 4th April 2024

Present:	Michael Marren	MM	Owner Director (Chair)
	Asif Mahmood	AMah	Owner Director
	Anna Machnik	AMac	Owner Director
	Peggy Kent	PK	Resident Director
	Simon Temporal	ST	Tilia Homes Representative
	Nigel Eveleigh	NE	Bourne Town Council Representative
	Simon Free	SF	Owner Director
In Attendance:	Graeme Parrott	GP	Trust Manager
	Barry Cook	BC	Company Secretary
	Bea Laidler	BL	Finance & Admin Officer
1.	CHANGE OF CHAIR		
	<p>1.1 MM accepted the role as Chair and officially called the meeting to order.</p> <p>1.2 MM expressed his thanks to JB for selfless service given to The Trust and to the community. This was echoed by everyone present.</p> <p>1.3 BL is to email Owner Directors for their interest in taking on the role of Vice Chair. Action: BL</p> <p>1.4 SF offered to accept the position of Vice Chair if nobody else applies.</p>		
2.	WELCOME AND APOLOGIES FOR ABSENCE		
	<p>2.1 Apologies were received from Gary Thomas, Andrew Higgins and Paul Fellows.</p> <p>2.2 MM welcomed everyone to the meeting and thanked them for attending.</p>		
3.	DECLARATION OF INTEREST		
	<p>3.1 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>		

4.	ACTIONS FROM THE PREVIOUS MEETINGS		
	Action Details	Actioner	Closed
	5.5 Choice of Chair from the directors who were unable to attend the meeting held on 7 th March 2024. Due to the resignation of JB, this issue is no longer relevant.	BC	<input checked="" type="checkbox"/>
	7.2.2 2024/2025 Budget. GP and BL are still working to finalise the budget and are meeting on Monday to conclude the budget.	ST	<input checked="" type="checkbox"/>
	8.3 Pay review details to be sent to BL to prepare the letters to staff. BL prepared the letters but due to JB's resignation, the letters will be redrafted for MM to sign.	MM/BL	<input checked="" type="checkbox"/>
	11.1.6 PF to liaise with the S106 Officer to discuss acceptable amendments. In the absence of PF, this item has been left open until the next meeting.	PF	<input type="checkbox"/>
5.	MANAGEMENT REPORT		
	<p>5.1 GP sent the Management Report ahead of the meeting and gave the following updates:</p> <p>5.2 The work due to start at Welland Drive has been delayed and GP is trying to contact the contractor to discuss a new start date.</p> <p>5.3.1 GP met with the electrician who can undertake '3-Phase electrics' in order to move the supply up away from the high water levels at Wake Ponds. It is hoped that work will commence soon.</p> <p>5.3.2 ST said that Tilia's technical team is looking at the wayleave they have been provided and hopefully will be returning a signed copy soon.</p> <p>5.4 ST updated the Board with new regulations for developers, which were imposed on 1st April 2024.</p> <p>5.4.1 Developers will now require a ten-year budget estimate to be able to present to new purchasers.</p> <p>5.4.1 ST will send details of the new requirements to BL.</p> <p>Action ST</p>		
6.	FINANCE REPORT		
	<p>6.1 BL sent the finance reports to the Board prior to the meeting and explained the variances.</p> <p>6.2 BL proceeded to update the Board with details of the new direct debit system and said that in previous years, only a third of residents signed up for the direct debit facility whereas this year, the figure has risen to over 40%.</p> <p>6.3 An explanation of the budget difficulties was given to the Board and BL gave an example of the AGP water supply. The meter cannot be read because it is under water and The Trust has yet to receive a bill so previous accruals have been brought forward and increased.</p>		

7.	AGP
	<p>7.1 The report from the Football Development Officer (FDO) was distributed to directors ahead of the meeting and no questions were asked.</p> <p>7.2 GP asked for consent from the Board to invite the FDO to the next meeting to which they agreed.</p> <p>7.3.1 BC has contacted the Football Foundation (FF) and arranged a meeting with FF and Lincs FA to inspect the facility and also to discuss a possible resolution regarding the advice received concerning income and usage expectations and to explore reasons for the overspends.</p> <p>7.3.2 A discussion ensued about the AGP overspends and BC said that one of the reasons for the shortfall of income was due to VAT issues.</p> <p>7.4.1 ST asked if the drainage issues are having an impact to which GP responded by saying that the costs of rodding and the portable loo hire only amounts to a small cost whereas the unexpected costs for rubber crumb are exceptionally high.</p> <p>7.4.2 GP added that EU laws are likely to change in the next couple of years restricting the use of rubber crumb and the use of micro plastics therefore the costs will rise even higher for the supply of rubber crumb because of the expected lack of availability.</p>
8.	DEVELOPER REPRESENTATIVE REPORT
	<p>8.1 ST presented his report which will be sent out to directors but he gave the following update:</p> <p>8.2.1 Zone 5 surfacing along the Wincanton Way cycle path has been completed and core tests have been taken by Highways.</p> <p>8.2.2 The trees that were cut down in Wherry's Spinney due to Ash Dieback are being replaced in Jubilee Park.</p> <p>8.3 Zone 9 footpaths are now completed.</p> <p>8.4 Concerns have been raised by Cadent regarding the footpath along Linear Park which Tilia are in the process of resolving.</p>
9.	DIRECTORS ITEMS
	<p>8.5 In the absence of GT, GP asked if the connecting path from Nürburgring Gardens to the Barratt development will be open soon to which ST said that he has a meeting with Barratt Homes next week and he will update GP with the response.</p> <p>Action: ST</p>

10.	ANY OTHER BUSINESS
	<p>10.1 ST on behalf of Tilia Homes would like to thank JB for his support and service and wishes him well for the future.</p> <p>10.2 ST asked about the CCTV at Jubilee Park to which Graeme explained that one had to be returned to the manufacturer due to faulty firmware.</p> <p>10.3 GP asked if Tilia would allow The Trust to maintain the POS at Folkestone Close to which ST agreed.</p> <p>10.4.1 NE said that there is a big litter pick to be undertaken by Bourne Town Council between 19th and 20th April in order to collect 100 bags of litter to commemorate the 70-year anniversary of 'Keep Britain Tidy'.</p> <p>10.4.2 ST said that this would be something that Tilia Homes would support by helping to collect litter and asked NE to let him know of a confirmed date.</p>
10.	DATE OF NEXT MEETING
	<p>The date of the next meeting will be 2nd May 2024.</p> <p>There being no further business, the meeting closed at 20:10 hrs.</p>



Manager's Report March 2024

Admin

Transition to the new Direct Debit provider has been completed, we have utilised social media to keep residents updated and also included additional details with direct debit invoices that were posted.

Grounds

Although the first CCTV camera has been installed at Jubilee Park, the second camera that was due to be installed has had an issue with its firmware. This is currently with the manufacturer and will be installed once returned to the Trust.

Work on the POS in Welland Drive is due to start immediately after the Easter break.

Two new Honda pedestrian mowers have been purchased for the new grass cutting season.

Talks are well underway with all parties involved to move the power supply at Wake Ponds to a higher level.

The Head Groundman has completed his chainsaw tree felling course. The next course booked, is a woodchipper course for the newer members of the Grounds Team.

The Centre

Thursday 11th April the centre is open to everyone, activities will include table tennis, carpet bowls and curling

AGP

Macca Academies are at the AGP the first week of the Easter Holidays. They offer Multi Sports and Creative Activities they offer free places to children in receipt of free school meals and minimal charge to others.

The second week of the school holidays, Thurlby Tigers are running a 3v3 tournament on 2 separate days and entry is open to all appropriately aged children.

A site meeting at the AGP has taken place with the company responsible for the Pavilion build and the company responsible for the groundworks beneath the Pavilion to investigate the best way to resolve the drainage issue under the building.

Operational Trust Budget



Item	2023/2024 Spend Budget	Year to date Budget 01/04/2023 - 29/02/2024	Year to Date Expenditure 01/04/2023 - 29/02/2024	Year to date Variance +/-	Remaining Budget	December 23 Budget	December 23 Expenditure	Variance +/-	January 24 Budget	January 24 Expenditure	Variance +/-	February 24 Budget	February 24 Expenditure	Variance +/-	Notes
Office Staff Salaries	99,800.00	91,847.81	92,127.64	-279.83	7,952.19	8,190.11	8,348.64	-158.53	8,190.11	8,219.99	-29.88	8,190.11	8,310.50	-120.39	
Employers NI & Pension	11,400.00	10,722.31	7,688.07	3,034.24	677.69	992.83	932.22	60.60	992.83	903.90	88.92	992.83	920.02	72.81	
Staff Training	4,500.00	4,500.00	6,409.80	-1,909.80	0.00	1,070.00	1,070.00	0.00	180.00	2,083.80	-1,903.80	0.00	0.00	0.00	
Recruitment & Other Staffing Costs	7,700.00	6,985.00	6,946.23	38.77	715.00	515.00	514.10	0.90	500.00	493.60	6.40	515.00	514.10	0.90	
Workwear & PPE	1,100.00	1,100.00	3,175.01	-2,075.01	0.00	0.00	234.87	-234.87	0.00	511.60	-511.60	0.00	438.70	-438.70	
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	1,800.00	5,584.85	-3,784.85	0.00	0.00	51.19	-51.19	0.00	1,000.00	-1,000.00	0.00	953.67	-953.67	
Office Stationery	2,700.00	2,400.00	2,373.70	26.30	300.00	0.00	0.00	0.00	1,100.00	1,089.64	10.36	10.00	7.19	2.81	
Travel & Subsistence	150.00	146.00	111.87	34.13	4.00	0.00	5.75	-5.75	0.00	-48.02	48.02	20.00	21.87	-1.87	
Telephone/Mobile and Broadband	3,800.00	980.00	976.79	3.21	2,820.00	95.00	94.06	0.94	150.00	152.28	-2.28	190.00	189.65	0.35	
Website, IT and Software	3,400.00	3,400.00	2,740.87	659.13	0.00	225.00	225.71	-0.71	425.00	501.54	-76.54	0.00	398.95	-398.95	
Membership & Subscriptions	200.00	95.00	89.80	5.20	105.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Donations	3,400.00	740.00	764.31	-24.31	2,660.00	0.00	0.00	0.00	100.00	100.00	0.00	0.00	0.00	0.00	
Audit and Accountancy Fees	7,500.00	7,500.00	8,184.00	-684.00	0.00	2,700.00	2,700.00	0.00	0.00	504.00	-504.00	0.00	180.00	-180.00	Capital gains tax work
Legal Fees	3,700.00	940.00	745.00	195.00	2,760.00	195.00	195.00	0.00	0.00	-195.00	195.00	0.00	0.00	0.00	Correction of incorrectly coded costs
Professional Fees & Land Registry	500.00	67.00	60.00	7.00	433.00	0.00	0.00	0.00	3.00	3.00	0.00	3.00	3.00	0.00	
Insurance	7,900.00	4,730.00	4,718.02	11.98	3,170.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Office Equipment	1,500.00	1,500.00	1,239.39	260.61	0.00	0.00	-1,558.80	1,558.80	0.00	347.49	-347.49	0.00	0.00	0.00	
Miscellaneous Expenditure	3,000.00	3,000.00	1,990.55	1,009.45	0.00	0.00	4,068.00	-4,068.00	1,075.00	1,354.47	-279.47	0.00	-5,345.00	5,345.00	Correction of incorrectly coded costs
Bird boxes	400.00	250.00	248.20	1.80	150.00	0.00	0.00	0.00	0.00	0.00	0.00	110.00	108.85	1.15	
Trust Community Grants	1,000.00	0.00	-518.27	518.27	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
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	5,044.60	-44.60	0.00	0.00	125.44	-125.44	0.00	-106.20	106.20	0.00	70.00	-70.00	Correction of incorrectly coded costs
Charges (card machine & bank)	7,000.00	7,000.00	7,502.23	-502.23	0.00	625.00	626.10	-1.10	430.00	662.47	-232.47	0.00	290.68	-290.68	
Proportioned Centre Costs	6,459.15	6,459.15	5,547.13	912.01	0.00	475.00	355.42	119.58	525.00	524.66	0.34	53.94	529.87	-475.93	
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	0.00	664.26	-664.26	0.00	0.00	-10.00	10.00	0.00	0.00	0.00	0.00	0.00	0.00	
Contribution to The Centre	19,740.85	4,454.45	5,732.28	-1,277.82	15,286.40	-2,150.69	-1,239.98	-910.72	481.31	1,051.16	-569.86	0.00	-798.79	798.79	
Contribution to the AGP	34,540.00	-5,539.67	-8,008.20	2,468.53	40,079.67	-3,194.92	-3,948.27	753.35	-1,613.28	-276.53	-1,336.75	0.00	-7,595.11	7,595.11	
Trust Totals	360,690.00	160,077.05	162,138.13	-2,061.08	160,533.28	9,737.32	12,789.46	-3,052.14	12,538.96	18,877.85	-6,338.89	10,084.88	-801.86	10,886.73	

AGP Budget

Salaries	32,000.00	29,425.16	29,531.61	-106.45	2,574.84	2,499.25	2,734.54	-235.30	2,499.25	2,451.87	47.37	2,499.25	2,556.91	-57.66	
Employers NI & Pension	3,560.00	3,378.45	2,375.82	1,002.63	181.55	312.17	301.24	10.92	312.17	220.75	91.41	312.17	294.61	17.55	
AGP Business Rates	1,700.00	1,195.00	1,603.84	-408.84	505.00	100.00	99.00	1.00	100.00	99.00	1.00	0.00	99.00	-99.00	
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	No Water Rates charged yet
AGP Repair & Maintenance	1,500.00	1,500.00	3,378.08	-1,878.08	0.00	0.00	0.00	0.00	0.00	594.93	-594.93	0.00	732.27	-732.27	
AGP Electricity	9,600.00	4,465.00	5,304.85	-839.85	5,135.00	650.00	648.87	1.13	750.00	755.57	-5.57	0.00	837.88	-837.88	
AGP Gas	1,500.00	1,030.00	1,100.99	-70.99	470.00	240.00	241.46	-1.46	170.00	169.29	0.71	0.00	119.99	-119.99	
AGP Insurance	600.00	600.00	600.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
AGP Equipment	3,000.00	560.00	557.59	2.41	2,440.00	0.00	0.00	0.00	270.00	268.77	1.23	0.00	0.00	0.00	
AGP Cleaning/Materials	1,000.00	345.00	343.55	1.45	655.00	15.00	13.32	1.68	0.00	0.00	0.00	0.00	0.00	0.00	
AGP Communications & Software	1,750.00	315.00	480.12	-165.12	1,435.00	55.00	54.48	0.52	50.00	49.56	0.44	0.00	177.90	-177.90	
AGP Health & Safety	2,700.00	1,275.00	1,249.50	25.50	1,425.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
AGP Pitch Maintenance	7,000.00	3,200.00	5,122.82	-1,922.82	3,800.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
AGP Miscellaneous	3,500.00	2,940.00	2,945.39	-5.39	560.00	10.00	7.01	2.99	110.00	110.71	-0.71	-10.00	-10.00	0.00	Credit for air freshener
AGP Totals	72,910.00	50,228.62	54,594.16	-4,365.55	22,681.38	3,881.41	4,099.92	-218.51	4,261.41	4,720.46	-459.05	2,801.41	4,808.56	-2,007.15	

Operational Groundsman Budget

Salaries	68,200.00	62,047.48	58,080.40	3,967.07	6,152.52	6,090.16	6,387.69	-297.53	6,090.16	6,235.33	-145.17	6,090.16	6,090.12	0.04	
Employers NI	8,500.00	7,436.04	5,514.46	1,921.58	1,063.96	796.85	785.87	10.98	796.85	704.97	91.88	796.85	733.09	63.76	
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	4,000.00	4,032.00	-32.00	2,100.00	0.00	0.00	0.00	4,000.00	4,032.00	-32.00	0.00	0.00	0.00	
New equipment and tools	5,000.00	-3,200.00	4,192.52	-7,392.52	8,200.00	0.00	233.51	-233.51	0.00	705.79	-705.79	-8,200.00	-8,240.41	40.41	New equipment recoded to Fixed Assets
Miscellaneous Expenditure	7,500.00	-6,000.00	5,581.62	-11,581.62	13,500.00	0.00	7,710.77	-7,710.77	0.00	535.33	-535.33	-13,500.00	-13,487.51	-12.49	Correction of incorrectly coded costs
Ditch & Dyke Maintenance, Fence repairs and replacements	24,500.00	12,610.00	12,586.67	23.33	11,890.00	0.00	0.00	0.00	1,270.00	1,270.20	-0.20	6,150.00	6,148.07	1.93	Transfer costs to Landscaping
Arboricultural Survey & Tree maintenance	7,275.00	1,500.00	1,500.20	-0.20	5,775.00	0.00	0.00	0.00	760.00	759.00	1.00	20.00	21.20	-1.20	
Landscaping Projects (New works)	50,000.00	16,585.00	16,547.97	37.03	33,415.00	20.00	19.94	0.06	2,400.00	2,388.00	12.00	11,400.00	11,400.36	-0.36	Welland Drive landscaping correctly re-coded
Waste collection (waste bins around the development)	3,150.00	3,150.00	4,732.28	-1,582.28	0.00	0.00	715.00	-715.00	900.00	893.75	6.26	810.00	1,157.30	-347.30	Insufficient budget set for skip hires
Fuel, Oil and Water	4,500.00	4,270.00	4,320.29	-50.29	230.00	215.00	212.47	2.53	270.00	270.80	-0.80	605.00	604.95	0.05	
Vehicle Insurance	2,000.00	2,000.00	3,654.04	-1,654.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Vehicle repairs & MOT	2,000.00	2,000.00	6,938.51	-4,938.51	0.00	0.00	885.92	-885.92	0.00	540.32	-540.32	0.00	1,534.01	-1,534.01	
Play ground inspection	1,500.00	1,100.00	2,849.08	-1,749.08	400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Groundsman Totals	190,725.00	107,498.51	130,530.05	-23,031.53	83,226.49	7,122.01	16,951.17	-9,829.15	16,487.01	18,335.49	-1,848.48	4,172.01	5,961.18	-1,789.17	

Operational The Centre Budget

Staff salaries	11,400.00	10,435.24	9,456.32	978.92	964.76	926.07	774.26	151.81	926.07	1,196.17	-270.10	926.07	1,331.73	-405.66	
Employers NI & Pension	1,000.00	981.73	749.45	232.29	18.27	90.24	87.66	2.58	90.24	98.56	-8.32	90.24	109.55	-19.31	
PRS & Licenses	2,500.00	1,175.00	1,170.03	4.97	1,325.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	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	21,730.00	21,741.30	-11.30	13,270.00	-160.00	-159.62	-0.38	4,700.00	4,716.20	-16.20	700.00	694.62	5.38	
Business Rates	3,150.00	3,070.00	3,058.37	11.63	80.00	180.00	178.00	2.00	180.00	178.00	2.00	180.00	178.00	2.00	
Water	1,000.00	1,000.00	1,321.30	-321.30	0.00	0.00	147.44	-147.44	0.00	0.00	0.00	0.00	0.00	0.00	
Electricity	1,650.00	1,234.00	1,215.70	18.30	416.00	60.00	58.70	1.30	60.00	56.05	3.95	65.00	65.20	-0.20	
Feed in Tariff	-750.00	-1,180.00	-2,001.94	821.94	430.00	-430.00	-432.08	2.08	0.00	0.00	0.00	0.00	0.00	0.00	
Gas	1,300.00	1,300.00	1,752.96	-452.96	0.00	208.00	279.16	-71.16	0.00	165.18	-165.18	0.00	212.12	-212.12	
Waste Collection	1,050.00	1,050.00	802.85	247.15	0.00	0.00	59.58	-59.58	0.00	119.17	-119.17	0.00	87.85	-87.85	
Cleaning	7,500.00	6,660.00	6,646.92	13.08	840.00	530.00	529.09	0.91	700.00	691.89	8.11	680.00	679.13	0.87	
Miscellaneous Centre expenditure	1,000.00	750.00	-584.79	1,334.79	250.00	-80.00	-77.01	-2.99	0.00	0.00	0.00	55.00	-54.85	109.85	
Proportioned Centre Costs (income)	-6,459.15	-6,459.15	-5,547.13	-912.01	-0.00	-475.00	-355.42	-119.58	-525.00	-524.66	-0.34	-53.94	-529.87	475.93	
Centre Totals	59,740.85	41,746.82	39,781.33	1,965.50	17,994.03	849.31	1,089.75	-240.45	6,131.31	6,696.55	-565.25	2,642.37	2,773.48	-131.11	
Combined Expenditure Totals	684,065.85	359,551.00	387,043.66	-27,492.66	284,435.17	21,590.06	34,930.31	-13,340.25	39,418.70	48,630.35	-9,211.65	19,700.67	12,741.36	6,959.31	

Income 2023/2024

		2023/2024 Income Budget	Year to date Budget 01/04/2023 - 29/02/2024	Year to Date Income 01/04/2023 - 29/02/2024	Year to date Variance + / -	Remaining Budget 01/11/2024 - 31/03/2024	December 23 Budget	December 23 Income	Variance + / -	January 24 Budget	January 24 Income	Variance + / -	February 24 Budget	February 24 Income	Variance + / -	Notes
The Trust income																
Annual charge	a	-582,700.00	-582,510.37	-604,042.48	21,532.12	-189.64	-25,360.00	-26,957.57	1,597.57	-25,150.00	-22,115.05	-3,034.95	-440.00	-887.68	447.68	
Administration fees	b	-24,000.00	-22,800.00	-29,279.04	6,479.04	-1,200.00	-2,000.00	-4,205.68	2,205.68	-2,000.00	-2,280.00	280.00	-1,200.00	-1,900.00	700.00	
Interest earned	c	-21,000.00	-5,563.20	-5,574.08	10.88	-15,436.80	-7.00	-7.10	0.10	-165.00	-165.71	0.71	-5,200.00	-5,201.16	1.16	
Other	d	-250.00	-250.00	-13,394.60	13,144.60	0.00	0.00	-402.24	402.24	0.00	-84.84	84.84	0.00	-14.69	14.69	
The Trust Total income NET		-627,950.00	-611,123.57	-652,290.20	41,166.64	-16,826.44	-27,367.00	-31,572.59	4,205.59	-27,315.00	-24,645.60	-2,669.40	-6,840.00	-8,003.53	1,163.53	

AGP Income																
Football pitch bookings	e	-61,000.00	-57,700.00	-59,952.96	2,252.96	-3,300.00	-7,500.00	-7,683.40	183.40	-7,500.00	-4,804.49	-2,695.51	-3,400.00	-11,724.67	8,324.67	
Pavilion lettings	f	-1,870.00	-1,880.00	-2,649.40	769.40	10.00	-365.00	-364.79	-0.21	-200.00	-192.50	-7.50	-680.00	-679.00	-1.00	
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		-34,540.00	9,351.38	8,008.20	1,343.19	-43,891.38	3,983.59	3,948.27	35.32	3,438.59	276.53	3,162.06	1,278.59	7,595.11	-6,316.52	
The AGP Total income NET		-97,910.00	-50,228.62	-54,594.16	4,365.55	-47,681.38	-3,881.41	-4,099.92	218.51	-4,261.41	-4,720.46	459.05	-2,801.41	-4,808.56	2,007.15	

The Centre Income																
Avalon Bookings	h	-40,000.00	-38,250.00	-34,049.05	-4,200.95	-1,750.00	-3,000.00	-2,329.73	-670.27	-5,650.00	-5,645.39	-4.61	-3,600.00	-3,572.27	-27.73	
Trust Subsidy		-19,740.85	-3,496.82	-5,732.28	2,235.45	-16,244.03	2,150.69	1,239.98	910.72	-481.31	-1,051.16	569.86	957.63	798.79	158.84	
The Centre Total income NET		-59,740.85	-41,746.82	-39,781.33	-1,965.50	-17,994.03	-849.31	-1,089.75	240.45	-6,131.31	-6,696.55	565.25	-2,642.37	-2,773.48	131.11	

Total Income		-785,600.85	-703,099.00	-746,665.69	43,566.68	-82,501.85	-32,097.72	-36,762.27	4,664.55	-37,707.72	-36,062.61	-1,645.11	-12,283.78	-15,585.57	3,301.79	
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Total Net Budget		-101,535.00	-343,548.00	-359,622.03	16,074.03	201,933.33	-10,507.66	-1,831.96	-8,675.70	1,710.98	12,567.74	-10,856.76	7,416.89	-2,844.20	10,261.09	
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FDO Update 4th April 2024

Another very wet month has kept the weekend fixtures very busy, (19 games), but we are now tapering off the training nights as the season comes to an end.

I would like to presume that the partnership groups have been happy with the changes and adjustments this season, which we have introduced, especially the digital key system for the self-running of matches and training.

Next month will be the second full football season that I have been in the position of Full Time FDO.

I would like to attend the next Board meeting to bring forth the facts and figures of the last two years, which will include the original starting aims and targets and how that has progressed to the current year.

Hopefully, I will be able to answer any questions going forward and as we are meeting with the Football Foundation and the Lincs FA on the 17th of this month, we will have their feedback also.

Wayne McPherson

Football Development Officer

Tilia Homes Limited – Elsea Park Development Update 4/4/2024

- Road adoptions –

Please see the plan below which identifies the zones the adoptable roads fall under on Elsea Park:

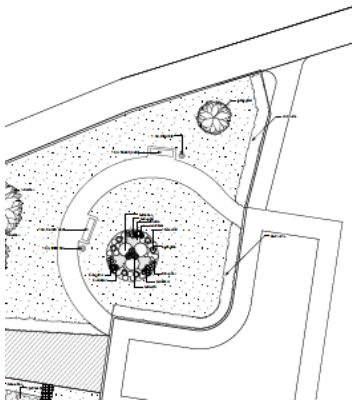


Update by Zone:

- **Zone 1 (Green Roads)** – Awaiting confirmation all streetlamp issues have been resolved and awaiting street light test certificates. Once received the adoption process with Lincs Highways (LCC) will continue. Targeting April 2024
- **Zone 2 (Yellow Roads)** – All roads have been adopted in this area
- **Zone 3 (Green Roads)** – Street light certificates and ‘As Built’ drawings submitted to LCC. Working with LCC to complete adoption. Targeting April 2024
- **Zone 3 Community Centre (Green Roads)** – Core testing now complete and street light test cert and ‘As Built’ drawings submitted to LCC. Awaiting next steps to put roads onto maintenance for a year before adoption. Targeting April 2024
- **Zone 4A - (Newton Abbey Way & The Ridings) (Light Green Roads)** – Submitted planning information and ‘As Built’ drawing to LCC. All remedial works for this area are complete. LCC processing agreement for adoption.
- **Zone 4B - (Haydock Park Drive)(Light Green Roads)** – Street light issues to be resolved. Cannot progress adoption until Zone 4A adopted
- **Zone 5 (Light Blue Roads)** – All roads now surfaced. Core tests have been completed by LCC. Targeting to have most of the legal agreements in place by the summer 2024, so the roads can go onto the year’s maintenance period with the Developer, before LCC adopt
- **Zone 5 Linear Park Cycle paths** – Surfacing of footpaths on the Zone 5 linear park cycleway only have been completed
- **Zone 5 Cycle Path that runs along Spinney** – This area will not be surfaced at the same time as above. Tilia have some issues with streetlights to resolve and water ponding near Jubilee Green, which is currently being investigated and a solution being designed
- **Zone 9 roads** – Kerb remedials and surfacing of footpaths completed including around pumping station. The preparation for the remediation to complete the surfacing of the roads has commenced. No dates yet when the road surfacing will start although targeting to be completed by July 2024
- **Zone 9 Linear park five link footway** – Planning has now been obtained for the linear park connection between Zone 5 and Zone 9. Tilia are obtaining all approvals from third parties although a new issue

has arisen with Cadent. Tilia cannot provide a target date for completion until issue with Cadent resolved

- **Zone 5 visitors parking bays** – Remediation surfacing works is to commence at the start of May 2024, with the repairs to the knee rail fencing to follow
- **Landscaping around Zone 5 (6)** – Area still being maintained by Tilia Homes. Tilia are monitoring the establishment of the grass in this area. Tilia’s landscaper is attending the w/c 1/4/2024 to review what further remediation is required to improve the grass establishment in the area. Once established to an acceptable standard, Tilia will liaise with the Trust in relation to potential handover inspection dates in 2024. Tilia have some dead wooding remedials to an oak tree to complete which is targeted for mid April 2024. Tilia have completed the planting of an additional 40 trees in this area
- **Zone 5 Play area** – Unfortunately due to large scale vandalism. The play area will be closed until all repairs have been carried out, a new ROSPA report obtained (Planned for mid March 2024) and CCTV installed by The Trust. The Trust have installed one camera and the next one will hopefully be installed in April 2024
- **Zone 5 (6) LAP and landscaping (Old Compound)** – The missing footpath has been installed and the additional planting and seeding has been completed on the 2nd April 2024



- **Zone 9 play area** – Hard landscaping complete except for side access gate. Drainage solution agreed with Trust and awaiting approval from third parties. Works are to start Monday 8th April 2024 and we are targeting to have all works including re-turfing and matting completed by the end of April/start of May 2024. It is unlikely that the play area will be open until spring/summer 2024 (As we cannot open the play area until the connecting footpaths are installed and this work may be delayed due to unseasonably high rainfall)
- **Zone 9 POS completion** – Tilia are working with third parties to obtain the necessary approvals to start the footpath installation. The ground is also saturated due to the recent rainfall, which may delay works. We are targeting to start the works in May 2024 meeting. The landscapers are continuing to control the weeds, as the soft landscaping won’t be completed until the hard landscaping is complete
- **Footpath on Linear park/Linear Park** – Planning has now been obtained for the linear park connection between Zone 5 and Zone 9. Although there have now been new concerns raised by Cadent which Tilia are in the process of resolving. The ground is also saturated due to the recent rainfall, which may delay works. Unfortunately, until the Cadent matter is resolved we cannot provide timeframes. Although Tilia are looking at the option of tidying up this area further and will update further at the next meeting

- **Orgrey pond** – The Trust have accepted maintenance handover of this area and all Tilia works have now been completed
- **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. There has been issues with obtaining historic ‘As built’ plans to finalise the transfer plans which has delayed the progress of this item
- **Ditch works** – The ditches are now being maintained by the Trust. Tilia still have some safety grilles that appear to have been stolen to replace on some of the culverts. These are being manufactured and installation should start in April 2024
- **Bourne Community Centre parcel** – The landscaped areas are complete. Maintenance of the grass has been agreed to be taken on by the Trust in April. Handover inspection will take place in April 2024 and Tilia will carry out any remedials with agreed timeframes

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



Manager's Report March 2024

Admin

Transition to the new Direct Debit provider has been completed, we have utilised social media to keep residents updated and also included additional details with direct debit invoices that were posted.

Grounds

Although the first CCTV camera has been installed at Jubilee Park, the second camera that was due to be installed has had an issue with its firmware. This is currently with the manufacturer and will be installed once returned to the Trust.

Work on the POS in Welland Drive is due to start immediately after the Easter break.

Two new Honda pedestrian mowers have been purchased for the new grass cutting season.

Talks are well underway with all parties involved to move the power supply at Wake Ponds to a higher level.

The Head Groundman has completed his chainsaw tree felling course. The next course booked, is a woodchipper course for the newer members of the Grounds Team.

The Centre

Thursday 11th April the centre is open to everyone, activities will include table tennis, carpet bowls and curling

AGP

Macca Academies are at the AGP the first week of the Easter Holidays. They offer Multi Sports and Creative Activities they offer free places to children in receipt of free school meals and minimal charge to others.

The second week of the school holidays, Thurlby Tigers are running a 3v3 tournament on 2 separate days and entry is open to all appropriately aged children.

A site meeting at the AGP has taken place with the company responsible for the Pavilion build and the company responsible for the groundworks beneath the Pavilion to investigate the best way to resolve the drainage issue under the building.

Operational Trust Budget



Item	2023/2024 Spend Budget	Year to date Budget 01/04/2023 - 29/02/2024	Year to Date Expenditure 01/04/2023 - 29/02/2024	Year to date Variance +/-	Remaining Budget	December 23 Budget	December 23 Expenditure	Variance +/-	January 24 Budget	January 24 Expenditure	Variance +/-	February 24 Budget	February 24 Expenditure	Variance +/-	Notes
Office Staff Salaries	99,800.00	91,847.81	92,127.64	-279.83	7,952.19	8,190.11	8,348.64	-158.53	8,190.11	8,219.99	-29.88	8,190.11	8,310.50	-120.39	
Employers NI & Pension	11,400.00	10,722.31	7,688.07	3,034.24	677.69	992.83	932.22	60.60	992.83	903.90	88.92	992.83	920.02	72.81	
Staff Training	4,500.00	4,500.00	6,409.80	-1,909.80	0.00	1,070.00	1,070.00	0.00	180.00	2,083.80	-1,903.80	0.00	0.00	0.00	
Recruitment & Other Staffing Costs	7,700.00	6,985.00	6,946.23	38.77	715.00	515.00	514.10	0.90	500.00	493.60	6.40	515.00	514.10	0.90	
Workwear & PPE	1,100.00	1,100.00	3,175.01	-2,075.01	0.00	0.00	234.87	-234.87	0.00	511.60	-511.60	0.00	438.70	-438.70	
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	1,800.00	5,584.85	-3,784.85	0.00	0.00	51.19	-51.19	0.00	1,000.00	-1,000.00	0.00	953.67	-953.67	
Office Stationery	2,700.00	2,400.00	2,373.70	26.30	300.00	0.00	0.00	0.00	1,100.00	1,089.64	10.36	10.00	7.19	2.81	
Travel & Subsistence	150.00	146.00	111.87	34.13	4.00	0.00	5.75	-5.75	0.00	-48.02	48.02	20.00	21.87	-1.87	
Telephone/Mobile and Broadband	3,800.00	980.00	976.79	3.21	2,820.00	95.00	94.06	0.94	150.00	152.28	-2.28	190.00	189.65	0.35	
Website, IT and Software	3,400.00	3,400.00	2,740.87	659.13	0.00	225.00	225.71	-0.71	425.00	501.54	-76.54	0.00	398.95	-398.95	
Membership & Subscriptions	200.00	95.00	89.80	5.20	105.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Donations	3,400.00	740.00	764.31	-24.31	2,660.00	0.00	0.00	0.00	100.00	100.00	0.00	0.00	0.00	0.00	
Audit and Accountancy Fees	7,500.00	7,500.00	8,184.00	-684.00	0.00	2,700.00	2,700.00	0.00	0.00	504.00	-504.00	0.00	180.00	-180.00	Capital gains tax work
Legal Fees	3,700.00	940.00	745.00	195.00	2,760.00	195.00	195.00	0.00	0.00	-195.00	195.00	0.00	0.00	0.00	Correction of incorrectly coded costs
Professional Fees & Land Registry	500.00	67.00	60.00	7.00	433.00	0.00	0.00	0.00	3.00	3.00	0.00	3.00	3.00	0.00	
Insurance	7,900.00	4,730.00	4,718.02	11.98	3,170.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Office Equipment	1,500.00	1,500.00	1,239.39	260.61	0.00	0.00	-1,558.80	1,558.80	0.00	347.49	-347.49	0.00	0.00	0.00	
Miscellaneous Expenditure	3,000.00	3,000.00	1,990.55	1,009.45	0.00	0.00	4,068.00	-4,068.00	1,075.00	1,354.47	-279.47	0.00	-5,345.00	5,345.00	Correction of incorrectly coded costs
Bird boxes	400.00	250.00	248.20	1.80	150.00	0.00	0.00	0.00	0.00	0.00	0.00	110.00	108.85	1.15	
Trust Community Grants	1,000.00	0.00	-518.27	518.27	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
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	5,044.60	-44.60	0.00	0.00	125.44	-125.44	0.00	-106.20	106.20	0.00	70.00	-70.00	Correction of incorrectly coded costs
Charges (card machine & bank)	7,000.00	7,000.00	7,502.23	-502.23	0.00	625.00	626.10	-1.10	430.00	662.47	-232.47	0.00	290.68	-290.68	
Proportioned Centre Costs	6,459.15	6,459.15	5,547.13	912.01	0.00	475.00	355.42	119.58	525.00	524.66	0.34	53.94	529.87	-475.93	
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	0.00	664.26	-664.26	0.00	0.00	-10.00	10.00	0.00	0.00	0.00	0.00	0.00	0.00	
Contribution to The Centre	19,740.85	4,454.45	5,732.28	-1,277.82	15,286.40	-2,150.69	-1,239.98	-910.72	481.31	1,051.16	-569.86	0.00	-798.79	798.79	
Contribution to the AGP	34,540.00	-5,539.67	-8,008.20	2,468.53	40,079.67	-3,194.92	-3,948.27	753.35	-1,613.28	-276.53	-1,336.75	0.00	-7,595.11	7,595.11	
Trust Totals	360,690.00	160,077.05	162,138.13	-2,061.08	160,533.28	9,737.32	12,789.46	-3,052.14	12,538.96	18,877.85	-6,338.89	10,084.88	-801.86	10,886.73	

AGP Budget

Salaries	32,000.00	29,425.16	29,531.61	-106.45	2,574.84	2,499.25	2,734.54	-235.30	2,499.25	2,451.87	47.37	2,499.25	2,556.91	-57.66	
Employers NI & Pension	3,560.00	3,378.45	2,375.82	1,002.63	181.55	312.17	301.24	10.92	312.17	220.75	91.41	312.17	294.61	17.55	
AGP Business Rates	1,700.00	1,195.00	1,603.84	-408.84	505.00	100.00	99.00	1.00	100.00	99.00	1.00	0.00	99.00	-99.00	
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	No Water Rates charged yet
AGP Repair & Maintenance	1,500.00	1,500.00	3,378.08	-1,878.08	0.00	0.00	0.00	0.00	0.00	594.93	-594.93	0.00	732.27	-732.27	
AGP Electricity	9,600.00	4,465.00	5,304.85	-839.85	5,135.00	650.00	648.87	1.13	750.00	755.57	-5.57	0.00	837.88	-837.88	
AGP Gas	1,500.00	1,030.00	1,100.99	-70.99	470.00	240.00	241.46	-1.46	170.00	169.29	0.71	0.00	119.99	-119.99	
AGP Insurance	600.00	600.00	600.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
AGP Equipment	3,000.00	560.00	557.59	2.41	2,440.00	0.00	0.00	0.00	270.00	268.77	1.23	0.00	0.00	0.00	
AGP Cleaning/Materials	1,000.00	345.00	343.55	1.45	655.00	15.00	13.32	1.68	0.00	0.00	0.00	0.00	0.00	0.00	
AGP Communications & Software	1,750.00	315.00	480.12	-165.12	1,435.00	55.00	54.48	0.52	50.00	49.56	0.44	0.00	177.90	-177.90	
AGP Health & Safety	2,700.00	1,275.00	1,249.50	25.50	1,425.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
AGP Pitch Maintenance	7,000.00	3,200.00	5,122.82	-1,922.82	3,800.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
AGP Miscellaneous	3,500.00	2,940.00	2,945.39	-5.39	560.00	10.00	7.01	2.99	110.00	110.71	-0.71	-10.00	-10.00	0.00	Credit for air freshener
AGP Totals	72,910.00	50,228.62	54,594.16	-4,365.55	22,681.38	3,881.41	4,099.92	-218.51	4,261.41	4,720.46	-459.05	2,801.41	4,808.56	-2,007.15	

Operational Groundsman Budget

Salaries	68,200.00	62,047.48	58,080.40	3,967.07	6,152.52	6,090.16	6,387.69	-297.53	6,090.16	6,235.33	-145.17	6,090.16	6,090.12	0.04	
Employers NI	8,500.00	7,436.04	5,514.46	1,921.58	1,063.96	796.85	785.87	10.98	796.85	704.97	91.88	796.85	733.09	63.76	
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	4,000.00	4,032.00	-32.00	2,100.00	0.00	0.00	0.00	4,000.00	4,032.00	-32.00	0.00	0.00	0.00	
New equipment and tools	5,000.00	-3,200.00	4,192.52	-7,392.52	8,200.00	0.00	233.51	-233.51	0.00	705.79	-705.79	-8,200.00	-8,240.41	40.41	New equipment recoded to Fixed Assets
Miscellaneous Expenditure	7,500.00	-6,000.00	5,581.62	-11,581.62	13,500.00	0.00	7,710.77	-7,710.77	0.00	535.33	-535.33	-13,500.00	-13,487.51	-12.49	Correction of incorrectly coded costs
Ditch & Dyke Maintenance, Fence repairs and replacements	24,500.00	12,610.00	12,586.67	23.33	11,890.00	0.00	0.00	0.00	1,270.00	1,270.20	-0.20	6,150.00	6,148.07	1.93	Transfer costs to Landscaping
Arboricultural Survey & Tree maintenance	7,275.00	1,500.00	1,500.20	-0.20	5,775.00	0.00	0.00	0.00	760.00	759.00	1.00	20.00	21.20	-1.20	
Landscaping Projects (New works)	50,000.00	16,585.00	16,547.97	37.03	33,415.00	20.00	19.94	0.06	2,400.00	2,388.00	12.00	11,400.00	11,400.36	-0.36	Welland Drive landscaping correctly re-coded
Waste collection (waste bins around the development)	3,150.00	3,150.00	4,732.28	-1,582.28	0.00	0.00	715.00	-715.00	900.00	893.75	6.26	810.00	1,157.30	-347.30	Insufficient budget set for skip hires
Fuel, Oil and Water	4,500.00	4,270.00	4,320.29	-50.29	230.00	215.00	212.47	2.53	270.00	270.80	-0.80	605.00	604.95	0.05	
Vehicle Insurance	2,000.00	2,000.00	3,654.04	-1,654.04	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Vehicle repairs & MOT	2,000.00	2,000.00	6,938.51	-4,938.51	0.00	0.00	885.92	-885.92	0.00	540.32	-540.32	0.00	1,534.01	-1,534.01	
Play ground inspection	1,500.00	1,100.00	2,849.08	-1,749.08	400.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Groundsman Totals	190,725.00	107,498.51	130,530.05	-23,031.53	83,226.49	7,122.01	16,951.17	-9,829.15	16,487.01	18,335.49	-1,848.48	4,172.01	5,961.18	-1,789.17	

Operational The Centre Budget

Staff salaries	11,400.00	10,435.24	9,456.32	978.92	964.76	926.07	774.26	151.81	926.07	1,196.17	-270.10	926.07	1,331.73	-405.66	
Employers NI & Pension	1,000.00	981.73	749.45	232.29	18.27	90.24	87.66	2.58	90.24	98.56	-8.32	90.24	109.55	-19.31	
PRS & Licenses	2,500.00	1,175.00	1,170.03	4.97	1,325.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	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	21,730.00	21,741.30	-11.30	13,270.00	-160.00	-159.62	-0.38	4,700.00	4,716.20	-16.20	700.00	694.62	5.38	
Business Rates	3,150.00	3,070.00	3,058.37	11.63	80.00	180.00	178.00	2.00	180.00	178.00	2.00	180.00	178.00	2.00	
Water	1,000.00	1,000.00	1,321.30	-321.30	0.00	0.00	147.44	-147.44	0.00	0.00	0.00	0.00	0.00	0.00	
Electricity	1,650.00	1,234.00	1,215.70	18.30	416.00	60.00	58.70	1.30	60.00	56.05	3.95	65.00	65.20	-0.20	
Feed in Tariff	-750.00	-1,180.00	-2,001.94	821.94	430.00	-430.00	-432.08	2.08	0.00	0.00	0.00	0.00	0.00	0.00	
Gas	1,300.00	1,300.00	1,752.96	-452.96	0.00	208.00	279.16	-71.16	0.00	165.18	-165.18	0.00	212.12	-212.12	
Waste Collection	1,050.00	1,050.00	802.85	247.15	0.00	0.00	59.58	-59.58	0.00	119.17	-119.17	0.00	87.85	-87.85	
Cleaning	7,500.00	6,660.00	6,646.92	13.08	840.00	530.00	529.09	0.91	700.00	691.89	8.11	680.00	679.13	0.87	
Miscellaneous Centre expenditure	1,000.00	750.00	-584.79	1,334.79	250.00	-80.00	-77.01	-2.99	0.00	0.00	0.00	55.00	-54.85	109.85	
Proportioned Centre Costs (income)	-6,459.15	-6,459.15	-5,547.13	-912.01	-0.00	-475.00	-355.42	-119.58	-525.00	-524.66	-0.34	-53.94	-529.87	475.93	
Centre Totals	59,740.85	41,746.82	39,781.33	1,965.50	17,994.03	849.31	1,089.75	-240.45	6,131.31	6,696.55	-565.25	2,642.37	2,773.48	-131.11	
Combined Expenditure Totals	684,065.85	359,551.00	387,043.66	-27,492.66	284,435.17	21,590.06	34,930.31	-13,340.25	39,418.70	48,630.35	-9,211.65	19,700.67	12,741.36	6,959.31	

Income 2023/2024

		2023/2024 Income Budget	Year to date Budget 01/04/2023 - 29/02/2024	Year to Date Income 01/04/2023 - 29/02/2024	Year to date Variance + / -	Remaining Budget 01/11/2024 - 31/03/2024	December 23 Budget	December 23 Income	Variance + / -	January 24 Budget	January 24 Income	Variance + / -	February 24 Budget	February 24 Income	Variance + / -	Notes
The Trust income																
Annual charge	a	-582,700.00	-582,510.37	-604,042.48	21,532.12	-189.64	-25,360.00	-26,957.57	1,597.57	-25,150.00	-22,115.05	-3,034.95	-440.00	-887.68	447.68	
Administration fees	b	-24,000.00	-22,800.00	-29,279.04	6,479.04	-1,200.00	-2,000.00	-4,205.68	2,205.68	-2,000.00	-2,280.00	280.00	-1,200.00	-1,900.00	700.00	
Interest earned	c	-21,000.00	-5,563.20	-5,574.08	10.88	-15,436.80	-7.00	-7.10	0.10	-165.00	-165.71	0.71	-5,200.00	-5,201.16	1.16	
Other	d	-250.00	-250.00	-13,394.60	13,144.60	0.00	0.00	-402.24	402.24	0.00	-84.84	84.84	0.00	-14.69	14.69	
The Trust Total income NET		-627,950.00	-611,123.57	-652,290.20	41,166.64	-16,826.44	-27,367.00	-31,572.59	4,205.59	-27,315.00	-24,645.60	-2,669.40	-6,840.00	-8,003.53	1,163.53	

AGP Income																
Football pitch bookings	e	-61,000.00	-57,700.00	-59,952.96	2,252.96	-3,300.00	-7,500.00	-7,683.40	183.40	-7,500.00	-4,804.49	-2,695.51	-3,400.00	-11,724.67	8,324.67	
Pavilion lettings	f	-1,870.00	-1,880.00	-2,649.40	769.40	10.00	-365.00	-364.79	-0.21	-200.00	-192.50	-7.50	-680.00	-679.00	-1.00	
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		-34,540.00	9,351.38	8,008.20	1,343.19	-43,891.38	3,983.59	3,948.27	35.32	3,438.59	276.53	3,162.06	1,278.59	7,595.11	-6,316.52	
The AGP Total income NET		-97,910.00	-50,228.62	-54,594.16	4,365.55	-47,681.38	-3,881.41	-4,099.92	218.51	-4,261.41	-4,720.46	459.05	-2,801.41	-4,808.56	2,007.15	

The Centre Income																
Avalon Bookings	h	-40,000.00	-38,250.00	-34,049.05	-4,200.95	-1,750.00	-3,000.00	-2,329.73	-670.27	-5,650.00	-5,645.39	-4.61	-3,600.00	-3,572.27	-27.73	
Trust Subsidy		-19,740.85	-3,496.82	-5,732.28	2,235.45	-16,244.03	2,150.69	1,239.98	910.72	-481.31	-1,051.16	569.86	957.63	798.79	158.84	
The Centre Total income NET		-59,740.85	-41,746.82	-39,781.33	-1,965.50	-17,994.03	-849.31	-1,089.75	240.45	-6,131.31	-6,696.55	565.25	-2,642.37	-2,773.48	131.11	

Total Income		-785,600.85	-703,099.00	-746,665.69	43,566.68	-82,501.85	-32,097.72	-36,762.27	4,664.55	-37,707.72	-36,062.61	-1,645.11	-12,283.78	-15,585.57	3,301.79	
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Total Net Budget		-101,535.00	-343,548.00	-359,622.03	16,074.03	201,933.33	-10,507.66	-1,831.96	-8,675.70	1,710.98	12,567.74	-10,856.76	7,416.89	-2,844.20	10,261.09	
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FDO Update 4th April 2024

Another very wet month has kept the weekend fixtures very busy, (19 games), but we are now tapering off the training nights as the season comes to an end.

I would like to presume that the partnership groups have been happy with the changes and adjustments this season, which we have introduced, especially the digital key system for the self-running of matches and training.

Next month will be the second full football season that I have been in the position of Full Time FDO.

I would like to attend the next Board meeting to bring forth the facts and figures of the last two years, which will include the original starting aims and targets and how that has progressed to the current year.

Hopefully, I will be able to answer any questions going forward and as we are meeting with the Football Foundation and the Lincs FA on the 17th of this month, we will have their feedback also.

Wayne McPherson

Football Development Officer

Tilia Homes Limited – Elsea Park Development Update 4/4/2024

- Road adoptions –

Please see the plan below which identifies the zones the adoptable roads fall under on Elsea Park:

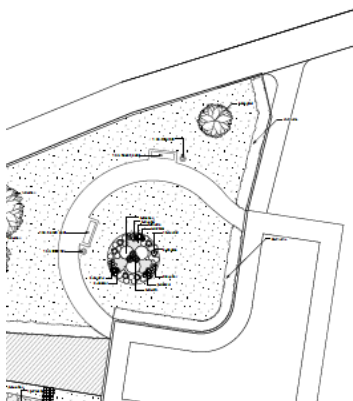


Update by Zone:

- **Zone 1 (Green Roads)** – Awaiting confirmation all streetlamp issues have been resolved and awaiting street light test certificates. Once received the adoption process with Lincs Highways (LCC) will continue. Targeting April 2024
- **Zone 2 (Yellow Roads)** – All roads have been adopted in this area
- **Zone 3 (Green Roads)** – Street light certificates and ‘As Built’ drawings submitted to LCC. Working with LCC to complete adoption. Targeting April 2024
- **Zone 3 Community Centre (Green Roads)** – Core testing now complete and street light test cert and ‘As Built’ drawings submitted to LCC. Awaiting next steps to put roads onto maintenance for a year before adoption. Targeting April 2024
- **Zone 4A - (Newton Abbey Way & The Ridings) (Light Green Roads)** – Submitted planning information and ‘As Built’ drawing to LCC. All remedial works for this area are complete. LCC processing agreement for adoption.
- **Zone 4B - (Haydock Park Drive)(Light Green Roads)** – Street light issues to be resolved. Cannot progress adoption until Zone 4A adopted
- **Zone 5 (Light Blue Roads)** – All roads now surfaced. Core tests have been completed by LCC. Targeting to have most of the legal agreements in place by the summer 2024, so the roads can go onto the year’s maintenance period with the Developer, before LCC adopt
- **Zone 5 Linear Park Cycle paths** – Surfacing of footpaths on the Zone 5 linear park cycleway only have been completed
- **Zone 5 Cycle Path that runs along Spinney** – This area will not be surfaced at the same time as above. Tilia have some issues with streetlights to resolve and water ponding near Jubilee Green, which is currently being investigated and a solution being designed
- **Zone 9 roads** – Kerb remedials and surfacing of footpaths completed including around pumping station. The preparation for the remediation to complete the surfacing of the roads has commenced. No dates yet when the road surfacing will start although targeting to be completed by July 2024
- **Zone 9 Linear park five link footway** – Planning has now been obtained for the linear park connection between Zone 5 and Zone 9. Tilia are obtaining all approvals from third parties although a new issue

has arisen with Cadent. Tilia cannot provide a target date for completion until issue with Cadent resolved

- **Zone 5 visitors parking bays** – Remediation surfacing works is to commence at the start of May 2024, with the repairs to the knee rail fencing to follow
- **Landscaping around Zone 5 (6)** – Area still being maintained by Tilia Homes. Tilia are monitoring the establishment of the grass in this area. Tilia’s landscaper is attending the w/c 1/4/2024 to review what further remediation is required to improve the grass establishment in the area. Once established to an acceptable standard, Tilia will liaise with the Trust in relation to potential handover inspection dates in 2024. Tilia have some dead wooding remedials to an oak tree to complete which is targeted for mid April 2024. Tilia have completed the planting of an additional 40 trees in this area
- **Zone 5 Play area** – Unfortunately due to large scale vandalism. The play area will be closed until all repairs have been carried out, a new ROSPA report obtained (Planned for mid March 2024) and CCTV installed by The Trust. The Trust have installed one camera and the next one will hopefully be installed in April 2024
- **Zone 5 (6) LAP and landscaping (Old Compound)** – The missing footpath has been installed and the additional planting and seeding has been completed on the 2nd April 2024



- **Zone 9 play area** – Hard landscaping complete except for side access gate. Drainage solution agreed with Trust and awaiting approval from third parties. Works are to start Monday 8th April 2024 and we are targeting to have all works including re-turfing and matting completed by the end of April/start of May 2024. It is unlikely that the play area will be open until spring/summer 2024 (As we cannot open the play area until the connecting footpaths are installed and this work may be delayed due to unseasonably high rainfall)
- **Zone 9 POS completion** – Tilia are working with third parties to obtain the necessary approvals to start the footpath installation. The ground is also saturated due to the recent rainfall, which may delay works. We are targeting to start the works in May 2024 meeting. The landscapers are continuing to control the weeds, as the soft landscaping won’t be completed until the hard landscaping is complete
- **Footpath on Linear park/Linear Park** – Planning has now been obtained for the linear park connection between Zone 5 and Zone 9. Although there have now been new concerns raised by Cadent which Tilia are in the process of resolving. The ground is also saturated due to the recent rainfall, which may delay works. Unfortunately, until the Cadent matter is resolved we cannot provide timeframes. Although Tilia are looking at the option of tidying up this area further and will update further at the next meeting

- **Orgrey pond** – The Trust have accepted maintenance handover of this area and all Tilia works have now been completed
- **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. There has been issues with obtaining historic ‘As built’ plans to finalise the transfer plans which has delayed the progress of this item
- **Ditch works** – The ditches are now being maintained by the Trust. Tilia still have some safety grilles that appear to have been stolen to replace on some of the culverts. These are being manufactured and installation should start in April 2024
- **Bourne Community Centre parcel** – The landscaped areas are complete. Maintenance of the grass has been agreed to be taken on by the Trust in April. Handover inspection will take place in April 2024 and Tilia will carry out any remedials with agreed timeframes

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