



Kington Town Council

Email: clerk@kingtontowncouncil.gov.uk

Web site: www.kingtontowncouncil.gov.uk

Members of the Finance & General Purposes Committee you are
hereby summoned to attend a meeting of the

Finance and General Purposes Committee

On Monday 17th July 2023 at 5.00pm

At

The Old Police Station, Market Hall Street, Kington

Committee Members:

Mayor Cllr. E. Banks, Deputy Mayor Cllr. P. Sell, Cllrs R. Banks, T. Bounds, M. Fitton,
E. Rolls, M. Woolford, & R. Warne

for the purpose of transacting the following business

AGENDA

1. To note apologies, declarations of interest and requests for dispensation
2. To agree Minutes of the meeting held on [5th June 2023](#)
3. To elect a vice chair of the committee for the forthcoming year
4. To note and review budget report for the quarter to 30.6.2023
5. To note report of the Financial Examiner for the quarter to 30.6.2023
6. To consider [options](#) for the management of cash balances
7. To review budget for Christmas lights and switch on event
8. Update on items raised by internal auditor for year ended 31.3.2023
9. Items for the next agenda
10. Date of next meeting

Issued on 10.7.2023, by:
Liz Kelso, Town Clerk

Detailed Receipts & Payments by Budget Heading 30/06/2023

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 General Income							
1076 Precept	58,750	117,500	58,750			50.0%	
1200 Income from markets	0	1,000	1,000			0.0%	
General Income :- Receipts	58,750	118,500	59,750			49.6%	0
Net Receipts	58,750	118,500	59,750				
110 Administration							
4000 Staff Salary	9,272	33,000	23,728		23,728	28.1%	
4030 PAYE and NI	3,036	15,000	11,964		11,964	20.2%	
4040 Pension	0	700	700		700	0.0%	
4050 Staff Mileage & Benefits	0	50	50		50	0.0%	
4080 Training	88	450	362		362	19.6%	
4090 Mayor's Allowance	0	1,000	1,000		1,000	0.0%	
4100 Bank Charges	37	200	163		163	18.3%	
4110 Audit Fees	250	1,200	950		950	20.8%	
4140 Insurance	0	5,500	5,500		5,500	0.0%	
4150 Stationery	157	600	443		443	26.1%	
4155 Printing & Copying	421	1,200	779		779	35.1%	
4160 Postage	0	150	150		150	0.0%	
4170 Telephone & Broadband	380	1,500	1,120		1,120	25.4%	
4180 Website	0	400	400		400	0.0%	
4190 IT	705	750	45		45	94.0%	
4210 Grants Paid	0	5,000	5,000		5,000	0.0%	
4230 Elections	0	4,400	4,400		4,400	0.0%	
4240 Office Rent	570	3,000	2,430		2,430	19.0%	
4245 Office Costs	25	4,750	4,725		4,725	0.5%	
4250 TIC	2,500	2,500	0		0	100.0%	
4260 Maintenance	0	1,000	1,000		1,000	0.0%	
4310 Markets Running Costs	0	500	500		500	0.0%	
4320 War Memorial	0	5,000	5,000		5,000	0.0%	
4415 Equipment Purchase KTC	42	500	458		458	8.3%	
4990 Sundries	35	50	15		15	70.4%	
Administration :- Indirect Payments	17,518	88,400	70,882	0	70,882	19.8%	0
Net Payments	(17,518)	(88,400)	(70,882)				
130 Recreation Ground							
4035 Rec Ground Salary Support	0	5,000	5,000		5,000	0.0%	
4260 Maintenance	5,118	3,000	(2,118)		(2,118)	170.6%	
4265 Rec Running Costs	576	3,000	2,424		2,424	19.2%	

Detailed Receipts & Payments by Budget Heading 30/06/2023

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4300 Rec Cottage	0	45,000	45,000		45,000	0.0%	
4400 Grass Cutting	444	6,000	5,556		5,556	7.4%	
4410 Equipment Purchase	0	5,000	5,000		5,000	0.0%	
Recreation Ground :- Indirect Payments	6,139	67,000	60,861	0	60,861	9.2%	0
Net Payments	(6,139)	(67,000)	(60,861)				
<u>140 Churchyard</u>							
4260 Maintenance	100	2,000	1,900		1,900	5.0%	
4400 Grass Cutting	150	2,500	2,350		2,350	6.0%	
Churchyard :- Indirect Payments	250	4,500	4,250	0	4,250	5.6%	0
Net Payments	(250)	(4,500)	(4,250)				
<u>150 Projects</u>							
4500 Christmas Decorations	0	12,000	12,000		12,000	0.0%	
4505 Festivals Marketing	1,744	0	(1,744)		(1,744)	0.0%	
4510 Kington in Bloom	500	5,500	5,000		5,000	9.1%	
4520 Armed Forces DAY	0	1,500	1,500		1,500	0.0%	
Projects :- Indirect Payments	2,244	19,000	16,756	0	16,756	11.8%	0
Net Payments	(2,244)	(19,000)	(16,756)				
<u>999 VAT Data</u>							
115 VAT on Receipts	8,270	0	(8,270)			0.0%	
VAT Data :- Receipts	8,270	0	(8,270)				0
515 VAT on Payments	825	0	(825)		(825)	0.0%	
VAT Data :- Indirect Payments	825	0	(825)	0	(825)		0
Net Receipts over Payments	7,445	0	(7,445)				
Grand Totals:- Receipts	67,020	118,500	51,480			56.6%	
Payments	26,975	178,900	151,925	0	151,925	15.1%	
Net Receipts over Payments	40,045	(60,400)	(100,445)				
Movement to/(from) Gen Reserve	40,045						

Kington Town Council

Annual Budget - By Centre

	<u>2022-23</u>		<u>2023-24</u>		<u>2024-25</u>	
	Budget	Actual	Brough	Net Agreed EMR	Agreed	Carried
100 General Income						
1076 Precept	117,50	117,50	0	0 117,50	0 117,50	58,750
1090 Interest Received	0	659	0	0 0	0 0	0
1100 Grants & Donation Received	20,000	18,956	0	0 0	0 0	0
1200 Income from markets	2,000	1,890	0	0 1,000	0 1,000	0
1990 Other Income	0	30	0	0 0	0 0	0
Total Income	<u>139,50</u>	<u>139,03</u>	<u>0</u>	<u>0 118,50</u>	<u>0 118,50</u>	<u>58,750</u>
Movement to/(from) Gen Reserve	<u>139,50</u>	<u>139,03</u>		<u>118,50</u>	<u>118,50</u>	<u>58,750</u>
110 Administration						
4000 Staff Salary	35,000	32,042	0	0 33,000	0 33,000	9,272
4030 PAYE and NI	12,000	12,222	0	0 15,000	0 15,000	3,036
4040 Pension	8,000	0	0	0 700	0 700	0
4050 Staff Mileage & Benefits	0	32	0	0 50	0 50	0
4080 Training	50	0	0	0 450	0 450	88
4090 Mayor's Allowance	1,000	0	0	0 1,000	0 1,000	0
4100 Bank Charges	200	216	0	0 200	0 200	37
4110 Audit Fees	800	890	0	0 1,200	0 1,200	250
4120 Asset Transfer/Legal	500	0	0	0 0	0 0	0
4130 Subscriptions & Memberships	400	226	0	0 0	0 0	0
4140 Insurance	5,000	4,395	0	0 5,500	0 5,500	0
4150 Stationery	300	334	0	0 600	0 600	157
4155 Printing & Copying	1,000	1,508	0	0 1,200	0 1,200	421
4160 Postage	300	128	0	0 150	0 150	0

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Kington Town Council
Annual Budget - By Centre

2022-23											
Budget		Actual	2023-24					2024-25			
			Brought	Net	Agreed	EMR	Total	Actual	Agreed	EMR	Carried
4170	Telephone & Broadband	1,200	0	0	1,500	0	1,500	380	0	0	0
4180	Website	350	0	0	400	0	400	0	0	0	0
4190	IT	500	0	0	750	0	750	705	0	0	0
4210	Grants Paid	5,000	0	0	5,000	0	5,000	0	0	0	0
4220	COVID Response	1,000	0	0	0	0	0	0	0	0	0
4230	Elections	500	0	0	200	4,200	4,400	0	0	0	0
4240	Office Rent	2,400	0	0	3,000	0	3,000	570	0	0	0
4245	Office Costs	1,500	0	0	4,750	0	4,750	25	0	0	0
4250	TIC	2,500	0	0	2,500	0	2,500	2,500	0	0	0
4260	Maintenance	500	0	0	1,000	0	1,000	0	0	0	0
4310	Markets Running Costs	500	0	0	500	0	500	0	0	0	0
4320	War Memorial	5,000	0	0	0	5,000	5,000	0	0	0	0
4415	Equipment Purchase KTC	1,000	0	0	500	0	500	42	0	0	0
4990	Sundries	100	0	0	50	0	50	35	0	0	0
Overhead Expenditure		86,600	0	0	79,200	9,200	88,400	17,518	0	0	0
Movement to/(from) Gen Reserve		(86,600)	(79,200)					(88,400)	(17,518)	0	
130 Recreation Ground											
4035	Rec Ground Salary Support	4,000	0	0	5,000	0	5,000	0	0	0	0
4260	Maintenance	2,500	0	0	3,000	0	3,000	5,118	0	0	0
4265	Rec Running Costs	2,000	0	0	3,000	0	3,000	576	0	0	0
4300	Rec Cottage	40,000	0	0	0	45,000	45,000	0	0	0	0
4400	Grass Cutting	2,000	0	0	6,000	0	6,000	444	0	0	0
4410	Equipment Purchase	0	0	0	5,000	0	5,000	0	0	0	0

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