

Town Hall, High Street, Corsham, Wiltshire SN13 0EZ

Tel: 01249 702130

Email: towncouncil@corsham.gov.uk

www.corsham.gov.uk

5 December 2024

To: All Members of the Finance and Administration Committee: Councillors S Abbott, H Belcher, N Brakspear, J Brook, A Brown, T Ellis, R Hopkinson, A Jones and G Ward.

All other Members of the Council for information.

Dear Councillor

The next meeting of the Finance and Administration Committee will be held on Wednesday 11 December 2024 in the Town Hall at 7.00pm.

Yours sincerely

David J Martin
CHIEF EXECUTIVE

Press and Public – To observe the meeting online or take part in Agenda Item 2 - Public Question Time and Petitions, please click here or email dmartin@corsham.gov.uk for instructions.

AGENDA

- 1. Apologies.
- 2. Public Question Time and Petitions.
- 3. Declarations of Interest.

To receive any Declaration(s) of Interest under Corsham Town Council's Code of Conduct issued in accordance with the Localism Act 2011.

- 4. Matters Arising from the Minutes of the Finance and Administration Committee Meeting held on 23 October 2024 *for information only.*
- 5. Grant Applications (Fifth Round) The grants scheme for 2024/25 is being publicised and two grant applications have been received for consideration at this meeting. The balances

of the grants budgets for 2024/25 are as follows: Grants General/Section 137 (budget heading 102/1260 and 102/1262) £2,211.67; Methuen Hall (budget heading 102/1261) £0*; Arts Centre (budget heading 102/1265) £2,000; Peacock Arts Trail (budget heading 102/1267) £750; Corsham Town Bowls Club (budget heading 102/1268) £0 and Gastard Village Hall (budget heading 102/1269) £0. There are earmarked reserves as follows: Grant Reserve (Peacock Arts Trail) £750 (budget heading EMR 347) and Grant Tourism/CADT £867 (budget heading EMR 361). There is a separate earmarked reserve for Twinning £1,889.33 (budget heading EMR 363), which is used as a grant alongside the twinning budget of £500 (balance £0) in 2024/25 (Community Services Committee budget heading 301/3101 Twinning Costs).

There is a limit to how much the Council can spend where it has no specific power. This is known as Section 137 expenditure and must be recorded separately in the Town Council's accounts. The limit for 2024/25 is £10.81 per registered elector, which equates to just under £110,000. The Council is highly unlikely to reach this figure in any given year and, overall, spent £5,771 (subject to year-end work and audit) on Section 137 expenditure in 2023/24. Where grant applications are for activities funded through Section 137, they are identified below (one for this meeting). The Community Services Committee has a Health and Wellbeing Grants Budget of £7,500 and Health and Wellbeing earmarked reserve of £21,451 (budget heading EMR 346), part of which are also classed as Section 137 expenditure. From 2024/25 it holds the Corsham Youth Zone budget of £9,000.

Details of the grant applications are as follows:

Awarded 2023/24	Requested 2024/25	Applicant & Purpose
General G	rants	
£0	£500	Rewired Counselling – Towards the cost of SPARK, a full-day mental, emotional and physical health event for young people (year 13) in conjunction with The Corsham School and Pound Arts.
Section 13	37	
£0	£750	The Brunel Shed – Towards the cost of providing a public access defibrillator on the exterior wall of the Pockeridge and Potley Community Centre.

⁻ for consideration and decision.

- 6. Detailed Income and Expenditure Accounts (including the Town Hall) To consider the financial report *for review.*
- 7. Draft Budget 2025/26 Further to previous meetings the Committee is asked to consider the attached budget report and make a recommendation on the 2025/26 budget and precept to the Full Council *for consideration*.

^{*}Methuen Hall – This includes the additional £50,000 grant towards secondary glazing.

8. Internal Audit Report (First Interim) 2024/25 – A copy of the report from the interim visit is attached. There are no recommendations arising from the report.

Recommendation

That the Internal Audit Report (First Interim) 2024/25 be noted.

9. Exclusion of Press and Public

Recommendation: That the press and public (including anyone attending online) be excluded from the meeting for the next item of business to consider confidential personal information covered by the Data Protection Act 2018.

10. Staffing – Further to the August Committee meeting, the Chief Executive will provide a verbal update on staffing matters aimed at ensuring good business continuity and effective recruitment and development of the Town Council team – *for discussion*.

TOWN COUNCIL

Balance of available funds as of 27 November 2024

	13/12/2023	09/10/2024	27/11/2024
Current Assets	£1,830,985	£1,965,992	£1,743,676
General Reserve	-£250,000	-£250,000	-£250,000
Earmarked Reserves	-£1,016,759	-£976,128	-£877,419
Unpresented cheques/creditors	-£1,880	-£792	-£954
Sub-total	£562,346	£739,072	£615,303
Uncleared Assets (cheques)	+£0	+£0	+£0
BALANCE	£562,346	£739,072	£615,303

In addition to the above, the Town Council holds £100,000* which has been invested in the CCLA Property Fund since 2017. It is not included in the balances as it is classed as an Asset Investment and appears in our Annual Accounts (Summary of Assets) as such. *Note: The valuation of the investment changes each month as does the interest which is paid into the Town Council's accounts.

New notes are in italics.

Explanation of Variances

The above table shows a comparison with the figures presented to the October 2024 meeting and the closest period reported last year.

Detailed Balance Sheet

The second six-monthly precept instalment has been received.

- Santander Bank Account These funds will be transferred to the Unity Trust account by the end of the year. Once done, the Santander account will be closed. The Santander account has been closed and no longer appears on the balance sheet.
- Unity Trust Bank (Instant Access Account) The new account has been set up and shows the initial investment of £50,000. The aim is to transfer the remainder of the Santander funds after the second instalment of the precept has been received and the monthly CCLA interest received has been transferred to Unity Trust Bank. The second precept payment for the year has gone into the Unity Trust account along with CCLA interest payments. This will enable us to close the Santander account. The balance now includes funds transferred from Santander, CCLA interest payments and the second precept instalment.

A second Unity Trust Account (Current T2 Account) has been set up to enable quicker bank transfers between accounts without incurring excess charges. This is in the process of being set up on the accounting system and will appear on future balance sheets for this committee.

Annual Budget by Committee – Committee Summary

This report shows summaries by Committees and Cost Centres only.

The 'WORKING DRAFT FOR 2025/26' column is updated throughout the year until such time as the budget and precept are set.

Budget Detail by Committee

A/c 1176	INC – Precept – The second payment has been received and now appears in the accounts.
1196	INC – Interest Received – This annual income is from the Santander account for 2023/24 and is more than anticipated due to a higher balance and improved interest rates. The funds have been transferred to the Unity Trust Instant Access Account and the Santander Account has been closed. The draft 2025/26 budget has been amended to reflect a higher rate of return, including anticipated interest from the new Unity Trust Account. Interest is for the period to October 2024.
1197	INC - CCLA Investment Income - This income is for April to October 2024.
1110	Audit – This is an accrual for the 2023/24 external audit. The accrual has reduced following payment of the annual external audit. <i>This now includes the first interim audit for 2024/25 so it no longer appears as an accrual.</i>
1121	IT Support/Services/Website – This includes setting up a new telephone contract as well as monthly IT support. It has been agreed to install a leased line and move to the Cloud. This will incur additional costs but improve reliability and speed of the IT systems in the Town Hall. It will also remove the need to replace the server which was being considered for 2025.
1164	Strategic Plan Delivery – This includes part payment for the work to bring the website up to new accessibility standards and part payment for the Corsham Town Transport Plan which is under development. The additional costs are being met from EMR 357 – Strategic Plan.
7001	Transfer to/from EMR – see 1164 above.
1170	Chair's Allowance – This expenditure is for the long-service Silver Salver presented to former Town Councillor M Jackson.
1261	Grant – Methuen Hall – This expenditure includes the additional £50,000 grant awarded towards secondary glazing. <i>This now includes the second six-monthly grant instalment.</i>
1262	Grant – Section 137 - These grants are towards Carer Support Wiltshire (£750) and Prospect Estate Community Defibrillator (£750). The budget comes from the balance of Grants General (102/1260).

- Transfer to/from EMR see 1261 above.
 INC Recreation and Amenity The additional income is from the funfair visit to Springfield Recreation Ground.
- General Maintenance (Inc play equipment) This has exceeded the budget due to an increase in play area repairs and replacement lights at Springfield Youth Shelter. The draft 2025/26 has been increased to take account of the additional play areas and more proactive maintenance. Additional costs now include replacement parts and a gate at the small Pockeridge Play Area.
- Service Delegation/Asset Transfer This is primarily for the top-up street sweeping service. Additional costs will be met from EMR 366 Devolved Services. This now includes costs of hiring an electric street sweeping machine for a three-month trial period.
- 2109 Street Furniture This cost includes refurbishing litter bins and installation of bike hoops in the High Street. The bike hoops are funded from a transfer from EMR 317 Corsham Cycle Network (see 201/7001). This now includes costs of replacing and repairing further litter bins and is funded from EMR 343 Property/Building/Grounds.
- 2110 Insurance Recreation and Amenities The additional cost is for insurance of the new Electric Vehicle. The figure will be reduced slightly due to a miscode.
- Public Conveniences Whilst still within budget, this expenditure includes is high for the period due to urgent repairs of a water leak, costing £5,000. The additional costs, involving replacing the leaking flat roof, are met from EMR 362 Public Conveniences.
- 7001 Transfer to/from EMR see 2109 and 2119 above.
- Fences, Walls etc (Allotments) This has exceeded the budget due to urgent repairs to a roadside wall at Middlewick Allotments. The additional costs have been transferred from EMR 372 Allotment paths, walls etc and EMR 343 Property/Buildings/Grounds.
- 7001 Transfer to/from EMR see 2208 above.
- Van Running Costs The costs include installation of the EV charging point at the Guide Hut. This cost has now been journalled to the Capital budget (601/6162 CAP Grounds Maintenance Equipment) and will be covered by a transfer from EMR 353 Environmental Projects (to be done).
- Twinning This is for a grant to Corsham Twinning Association with additional costs met from EMR 363 Twinning. *This has now been transferred.*
- 7001 Transfer to/from EMR see 3101 above.

- 3250 INC Community Events Income Income has exceeded expectations due to the number of stalls at events including the biennial summer fete, as well as contributions towards the summer busking in the town centre.
- 3201 Fete/Events Some of the event costs are met from the Wiltshire Market Towns Grant and transferred from EMR 356 Retail/Town Centre where the grant income sits.
- 7001 Transfer to/from EMR see 3201 above.
- 6203 CAP INC CIL Contributions This income is part 2 of 3 from the Old Glove Factory Development, Neston. It now includes part 3 of 3 and income from developments at Arnolds Mead and the High Street. Income exceeds the budget. This now includes income from the Old Lloyds Bank development.
- 6153 CAP Play Areas This is primarily for the new play equipment at Pockeridge Road and is funded by EMR 376 S.106 Potley Play Areas (to be journalled). *This has now been journalled.*
- 6162 CAP Ground Maintenance Equipment This includes the new electric vehicle for the grounds team and covered from EMR 359 Grounds Equipment and EMR 353 Environmental Projects (see 601/7001). The further costs will be covered by a transfer from EMR 353 Environmental Projects (to be done).
- 6164 CAP Building Contingency This refers to the Mayo Memorial restoration. It now includes the external drainage works at Arnold House; part transferred from EMR 343 Building Contingency.
- 6167 CAP New Workshop This is for the water supply connection at Park Place for the new allotments.
- CAP Public Realm Improvements This refers to the Park Lane Plinth for the Stone Trolleys and is met from a transfer from EMR 368 CIL Public Realm Improvements (see 601/7001). This now includes the cost of diverting a fibre-optic cable at Park Lane to enable the plinth to be completed. This now includes the second payment for the stone trolleys plinth at Park Lane. This now includes the final payment for the plinth and has been met from EMR 368 CIL Public Realm Improvements.
- 6171 CAP Transport Schemes This is for match funding various LHFIG projects approved by the P&A Committee and funded from EMR 344 Transport and Highways (see 601/7001).
- 6175 CAP Public Art Strategy This refers to The Prayer sculpture installation at the Community Garden and the Sheep for Cross Keys (part payment). This is met from EMR 345 Public Art Strategy (see 601/7000). This now includes the next stage of the Cotswold Sheep for Schools Project as is met from EMR 345 Public Art Strategy.
- 7000 Transfer to/from EMR see 6175 above.

7001 Transfer to/from EMR – see 6162, 6169, 6171 and 6175 above.

Earmarked Reserves

302	Play Areas – see 2101 above.
317	Corsham Cycle Network – see 2109 above.
343	Property/Buildings/Grounds – Part of the grant was met from the building contingency. See 6164 above. Also see 2109 and 2208.
344	Transport and Highways – see 6171 above.
345	Public Art Strategy – see 6175 above.
353	Environmental Projects – see 6162 above.
356	Retail/Town Centre – see 3201 above.
357	Strategic Plan – see 1164 above.
359	Grounds Equipment – see 6162 above.
362	Public Conveniences – see 2119 above.
363	Twinning – see 3101 above.
364	CIL – Not Allocated/Misc. – These transfers are for CIL funded projects to reflect CIL being used. All CIL expenditure has been made prior to reaching the spending deadline of 17 July 2024. The next CIL deadline is not until April 2026.
366	Devolved Services – see 2102 above.
368	CIL – Public Realm Improvements – see 6169 above. This now includes the cabling diversion and final payment for the plinth.
372	Allotment Paths, Walls etc - see 2208 above.
376	S.106 Potley Play Area (Pockeridge Road) – see 6153 above.
	THE METHUEN HALL TRUST
A/c 1181	Income – Miscellaneous – This income is for a wayleave agreement allowing Openreach to install a fibre broadband connection to the Town Hall.
1282	Grants Received – This includes the additional £50,000 grant from the Town Council to the Methuen (Town) Hall towards the secondary glazing. This now includes the second six-monthly grant instalment.

Town Hall Improvements – This is the deposit for the secondary glazing which is due to commence in July 2024. A grant has been approved towards the works (Minute F&A 56/23). Work now complete.

David Martin CHIEF EXECUTIVE

5 December 2024

Corsham Town Council 2024-2025

14:38

Detailed Balance Sheet - Excluding Stock Movement

1

Month 8 Date 04/12/2024

<u>A/c</u>	Description	Actual				
	Current Assets					
105	VAT	18,014				
200	Lloyds Current Account	64,938 👞	4.			
205	UNITY TRUST	460,423				
210	PETTY CASH	300				
215	CCLA DEPOSIT FUND	1,200,000				
	Total Current Assets		1,743,676			
	Current Liabilities					
500	CREDITORS	954				
	Total Current Liabilities		954			
	Net Current Assets			1,742,721		
τ	otal Assets less Current Liabilities		_	1,742,721		
	Represented by :-					
300	GENERAL PURPOSE FUND	486,492				
301	CURRENT YEAR FUND	378,811				
302	EMR Play Areas	16,124			.=/.	
317	EMR Corsham Cycle Network	52,049		*	OLD NOTE	NOTE
319	EMR BMX/Pump Track	20,000			,	•
323	EMR Youth Activities	4,985		-4-	OLD NOTE	
329	EMR Creative Corsham	6,519			, -	
340	EMR S.106 Cont. Portland Rise	17,010		H		
341	EMR Springfield Improvements	425			•	
342	EMR Allotments	23,000				
343	EMR Property/Building/Grounds	3,998				
344	EMR Transport & Highways	61,047				
345	EMR Public Art Strategy	1,382				
346	EMR Health & Wellbeing	21,451				
347	EMR Grant Reserve-Peacock Arts	750				
353	EMR Environmental Projects	15,603				
354	EMR Neighbourhood Plan	2,358				
356	EMR Retail/Town Centre	19,081				
357	EMR Strategic Plan	120,954				
358	EMR Parking Initiatives	33,031				
360	EMR Railway Station	13,228				
361	EMR Grant Tourism/CADT	867				
362	EMR Public Conveniences	3,778				
363	EMR Twinning	1,889				
364	EMR CIL - Not allocated/misc	15,873				
365	EMR Elections	6,000				
366	EMR Devolved Services	176,785				
367	EMR Public Realm Improvements	189,490				
368	EMR CIL - Public Realm Improve	35,463				
371	EMR Grounds Maintenance Cont.	841				
73	EMR Health and Safety	4,400				
74	EMR CCTV Running Costs	4,666				
375	EMR Park Place Workshop	1,996				
377	EMR Office Equipment	2,374				

1,742,721

Total Equity

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Note: Report for the Finance Last Year (2023/24) Budget	44.00					TOWII COM	Colonal I OWN COUNCIL 2024-2025	25					c
Note: Report for the Finance and Administration Committee Meeting on 11 December 2024 Leat Year 12023/2425 Leat Year 12024/25 Leat Y	14:38			Annua	Budget - B	y Committe	e (Actual YT	D Month 8					Page 1
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Total Income 1,182,543 1,240,587	Financ	se & Administration											Forward
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101 Net Income over Expenditure 822,075 901,146 0 0 889,241 -35,000 854,241 1,076,385 1,046,199 0 0 0 0 0 0 0 0 0		Overhead Expenditure	360,468	339,450	0	0	426.560	35 000	464 560	2,000	102,174,1	0	0
Movement to/(from) Gen Reserve		101 Net Income over Expenditure	822,075	901,146	0	0	889,241	-35,000	000,100	240,030	425,002	15,000	0
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102 Net Income over Expenditure		Overhead Expenditure	66 215	200 60)	0	0	0	5,617	0	0	0
Plus Transfer from EMR		102 Net Income over Expenditure	, 00 0 1 0 0 1 0 0	060,00	0	0	88,950	0	88,950	133,988	88,700	0	0
Proceedings Processing Pr	7000	plus Transfer from EMD	5,00-	-83,895	0	0	-88,950	0	-88,950	-128,371	-88,700	0	0
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0 6,843 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0		Net Income over Expenditure	755,860	817,251	0	0	800,291	-35,000	765,291	948,013	957,499	-15.000	
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		less Transfer to EMR	0 (*)	(10,837)	0	0	0	0	0	(55,795)	> 0	0 0	0 0
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Corsham Town Council 2024-2025

04/12/2024 14:38

Annual Budget - By Committee (Actual YTD Month 8)

3 - Page 2

Note: Report for the Finance and Administration Committee Meeting on 11 December 2024

			· Last Year (2023/24)	2023/24)			Current Year (2024/25)	(2024/25)					
			40000		:	.,					DKAF	UKAF1 FOR 2025/26	9/26
) Handger	Actual	Brought	Net Virement	Agreed	EMR	Total /	Actual YTD	Agreed	EMR	Carried
		Movement to/(from) Gen Reserve	755,860	834,931			800,291		765 291	1 003 808	067 400		
	Proper	Property & Amenities	٠					1		200,000	924,159		
į	201	RECREATION & AMENITY SITES								**********			
		Total Income	5,553	10,300	0	0	5,919	0	5,919	6,385	6.272	C	c
		Overhead Expenditure	80,455	127,494	0	0	83,461	0	83,461	83,960	111,572	8 500	> c
		201 Net Income over Expenditure	-74,902	-117,195	0	0	-77,542	0	-77.542	-77.575	-105 300	0000	> 0
	2000	plus Transfer from EMR	0	12,071	0	0	0	0		2	000,00	0,000	> (
	7001	less Transfer to EMR	0	-29,809	0	0	Ô	0	0	-24,062		0	> C
	-	Movement to/(from) Gen Reserve	(74,902)	(75,314)			(77,542)	I	(77.542)	(53.513)	(105 300)		•
	202	ALLOTMENTS						Į.		(2) 2(22)	(000,001)		
		Total Income	4,900	5,194	0	0	5,000	0	5,000	5,281	5.300	C	c
		Overhead Expenditure	3,500	6,523	0	Ö	3,349	0	3,349	4,754	3,850	· c	> <
		202 Net Income over Expenditure	1,400	-1,329	0	0	1,651	0	1,651	527	1.450	o c	> 0
	7001	less Transfer to EMR	0	0	0	0	0	0	0	-1,935) C	9 0	
		Movement to/(from) Gen Reserve	1,400	(1,329)			1,651		1,651	2,462	1.450	•	>
	203	CEMETERY & CHURCHYARDS											
		Total Income	26,219	46,500	0	0	27,900	0	27,900	13,438	29,550	0	c
		Overhead Expenditure	12,850	18,406	0	0	13,300	0	13,300	4,341	14,705	C	o c
		Movement to/(from) Gen Reserve	13,369	28,094			14,600	4 1	14,600	9,097	14,845	1	•
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Annual Budget - By Committee (Actual YTD Month 8) Corsham Town Council 2024-2025

04/12/2024 14:38

Page 3

Note: Report for the Finance and Administration Committee Meeting on 11 December 2024

		Last Year (2023/24)	2023/24)			N transit	10007					
						CALIFOR TEAL (2024/23)	(27/4707)			DRAF	DRAFT FOR 2025/26	5/26
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried
204	ARNOLD HOUSE											Forward
	Overhead Expenditure	5,023	28,976	0	0	7.200	c	7 200	200	*		
7001	less Transfer to EMR	0	-23,906	0	0	0		007,	086,4	7,632	0 0	o, o
	Movement to/(from) Gen Reserve	(5,023)	(5,070)			(7,200)	E	(7 200)	7305 //	(000 L)	D .	0
205	FLATS		*				ļ	(0031)	(1,080)	(7,032)		
	Total Income	13,700	12,392	0	0	14,000	0	14.000	10 690	44 500		
	Overhead Expenditure	2,228	2,186	0	0	3,000	0	3,000	827	, 500 4, 500 6, 600 7, 600	o o	0
	Movement to/(from) Gen Reserve	11,472	10,206			11,000		11 000	0 083	0,000	0	0
206	GUIDE HUT						ł	20,5	2,000,5	11,000		
	Overhead Expenditure	3,330	4,911	C	C	000			*			
7001	less Transfer to EMR	0	-2,347	0	0	0,900	0 0	3,800	1,103	4,048	0	0
	Movement to/(from) Gen Reserve	(3,330)	(2,564)			(3.800)	, .!	(3 800)	0 (24.4)		0	0
207	PROPERTY & AMENITY GENERAL						1	(0,000)	(1,103)	(4,048)		
2002	Overhead Expenditure	379,988	358,342	0	0	422,288	0	422,288	234.488	446 318	c	ć
7007	plus Transter from EMR less Transfer to EMR	o · o	459	0 0		0 (0	0	0	0	0	0
	Movement to // word// ct transcom				>	o	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(379,988)	(352,451)			(422,288)	1	(422,288)	(234,488)	(446.318)	ő	
208	WORKSHOP						I)					
	Overhead Expenditure	1,500	0	0	0	0	.0	0	C		•	,
	Movement to/(from) Gen Reserve	(1,500)	0			0	1 1	0	0	0	o '	0

Movement to (from) General Reserve Actual Total Reserved Committee Meeting on 11 December 2024 Actual Total Actual	14:30											
Note: Report for the Finance and Administration Committee Meeting on 11 December 2024 Lest Year (2023)224 Brudget Admial Property & Amenities - Income S0,372 74,386 Brought Note Committee Meeting on 11 December 2024 EMR Total Admail TOTAL Agreed EMR Total Admail TOTAL Admeral EMR EMR Total Admail TOTAL Admeral EMR EMR EMR Total Admail TOTAL Admeral EMR EMP EMR EMR			Annua	Budget - By C	ommittee	(Actual YI	FD Month 8)	_			ıc	-) i
Budget Actual Property & Amenities - Income 50,372 74,386 Drought Agreed EMR Total Actual YTD Agreed EMP Total Actual YTD Actual YTD	Note	: Report fo	r the Final	nce and Admini	stration (Sommittee	Meeting on	11 Decem	ber 2024		>	
Property & Amenities - Income 50,372 74,386 Provented to 52,819 Property & Amenities - Income 50,372 74,386 Provided Virginary V		Last Year (2	023/24)			Surrent Year	r (2024/25)			DRAF	T FOR 2025	96/
50,372 74,386 0 52,819 0 52,819 35,793 55,622 0 488,874 546,838 0 536,398 0 536,398 333,868 591,625 8,500 -438,502 -422,452 0 0 0 -483,579 -296,075 -536,003 -8,500 0 12,630 0		Budget	Actual	1	Net ement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried
488,874 546,838 0 536,396 0 536,396 333,866 591,625 -438,502 -472,452 0 <	Property & Amenities - Income	50,372	74,386	0	0	52,819	0	52,819	35.793	55 622		
-438,502 -472,452 0 -483,579 -298,075 -536,003 -536,003 0 12,530 0	Expenditure	488,874	546,838	0	0	536,398	0	536,398	333,868	591,625	8.500	
0 (61,494) 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Net Income over Expenditure	-438,502	-472,452	0	0	-483,579	0	-483 579	-208 075	000 963		
(438,502) (398,428) (61,494) (0 0 0 0 (25,997) 0 0 (388,502) (272,078) (536,003)	plus Transfer from EMR	C	12 530					210,001	200,062	-000,000	006,8-	
(438,502) (398,428) (483,579) (483,579) (536,003) (536,003)	less Transfer to EMR	0	(61.494)	o c	o c	0 0		0	0	0	0	
(483,579) (483,579) (536,003)		(438 502)	(300 430)	>	, l	P.	o ²	0	(25,997)	0	0	
		(200,004)	(398,428)		1	(483,579)	ic B	(483,579)	(272,078)	(536,003)		
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04/12/2024	:024			Corsham	Town Cour	Corsham Town Council 2024-2025	25					
14:38			Annna	Budget - B	y Committe	Annual Budget - By Committee (Actual YTD Month 8)	TD Month 8				•	Page 5
	No	te: Report f	or the Fina	ce and Adr	ministration	Note: Report for the Finance and Administration Committee Meeting on 11 December 2024	Meeting or	ກ 111 Decem	ber 2024		9	
		Last Year (2023/24)	2023/24)			Current Year (2024/25)	r (2024/25)					
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	d EMR C	5/26 Carried
Comm	Community Services											Forward
301	COMMUNITY SERVICES											
	Total Income	0	20,000	0	0	0	0	0	-3.000	C	c	•
	Overhead Expenditure	158,628	155,884	0	0	200,017	0	200.017	128 890	0.000	O (0
	301 Net Income over Expenditure	-158,628	-135,884	0	0	-200,017	0	-200.017	-131 800	240,070	O (0
2000	plus Transfer from EMR	0	961	0	0	C			00,10	0/6,012-	0	0
7001	less Transfer to EMR	0	-8,728	0	0	0	o c		0 732	0 (0	0
	Movement to/(from) Gen Reserve	(158,628)	(126,195)		•	(200 047)	·		764-	0	0	0
302	TOURISM & EVENTS				ŗ	(10,02)		(200,017)	(131,458)	(210,370)		
	. Total Income	1,700	2,588	0	0	1,693	0	1.693	1570	, 10,	(
	Overhead Expenditure	42,430	42,000	0	0	35,168	C	35 168	07 423	2,123	0	0
	302 Net Income over Expenditure	-40,730	-39,412	0	0	-33,475	, c	-33 475	25 96	40,071	0	0
7001	less Transfer to EMR	0	-1,386	0	0	0	· c		4 760	-37,946	0	0
	Movement to/(from) Gen Reserve	(40,730)	(38,026)			(33,475)	. (#0	(33,475)	(24,101)	(37.946)	0	0
	Community Services - Income	1,700	22,588	0	0	1,693	C	1 693	1 420	0.00		
	Expenditure	201,058	197,884	0	0	235,185	0	235,185	156,323	250,441	0 0	0 0
	Net Income over Expenditure	-199,358	-175,295	0	0	-233,492	0	-233,492	-157,753	-248.316		
	plus Transfer from EMR	0	961	0	0	0	0	0	0			
	less Transfer to EMR	0	(10,114)	0	0	0	0	0	(2,193)	0	0	0 0
				31								
				ပိ	Continued on next page	xt page						

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00:	Annual	Annual Budget - By Committee (Actual YTD Month 8)	mmittee	(Actual YT	D Month 8			,		
Not	Note: Report for the Finance and Administration Committee Meeting on 11 December 2024	nce and Adminis	stration	Committee	Meeting on	11 Decemb	er 2024			
	Last Year (2023/24)			Current Year (2024/25)	(2024/25)			DRAF	DRAFT FOR 2025/26	25/26
į.	Budget Actual	Brought Vire	Net Virement	Agreed:	EMR	Total	Actual YTD	Agreed	EMR	Carried
Movement to/(from) Gen Reserve	(199,358) (164,221)		1 1	(233,492)		(233,492)	(155,559)	(248,316)		
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04/12/2024	.24			Corehan	Town	Corsham Town Council 2004 2007	1					
14.38				Colstial		Incli 2024-20	25					Page 7
2			Annus	-	y Committe	- By Committee (Actual YTD Month 8)	D Month 8	,			c	•
	No	Note: Report for the Finance and	for the Fina		ministration	Administration Committee Meeting on 11 December 2024	Meeting or	11 Decem	ber 2024		99	•
		Last Year (2023/24)	(2023/24)			Current Year (2024/25)	(2024/25)			3400	DOAET EOD OOS	
		Budget	Actual	Brought	Net	Agreed	EMR	Total	Actual YTD	Agreed	EMR EMR	Carried
Capital	Capital Projects						j					Forward
601	CAPITAL											
	Total Income	40,000	13,555	0	0	20,000	0	20,000	36,225	45.000	c	c
	Overhead Expenditure	158,000	144,144	0 ,	0	103,220	10,000	113,220	149,599	218 180 -	200 342	> 0
	601 Net Income over Expenditure	-118,000	-130,589	0	0	-83,220	-10,000	-93,220	-113.374	-173 180	202,512	O (
2000	plus Transfer from EMR	0	56,171	0	0	0	C		2 040		216,302	O
7001	less Transfer to EMR	0	-24,465	0	0	0	0	0 0	3,643	o c	0 0	0 0
	Movement to/(from) Gen Reserve	(118,000)	(49,953)			(83,220)		(93,220)	(5,790)	(173.180)		0
	Canital Droised	000								(2016)		
	Capital Projects - Income	40,000	13,555	0	0	20,000	0	20,000	36,225	45,000	0	0
	Expenditure	158,000	144,144	0	0	103,220	10,000	113,220	149,599	218,180	202,312	o C
	Net Income over Expenditure	-118,000	-130,589	0	0	-83,220	-10,000	-93,220	-113,374	-173.180	200 340	
	plus Transfer from EMR	0	56,171	0	0	C	c				2101202	
	less Transfer to EMR	0	(24,465)	0	0	0	0	0 0	3,842	0 0	0 0	0 (
	Movement to/(from) Gen Reserve	(118,000)	(49,953)	0		(83,220)	-	(93,220)	(5,790)	(173,180)	>	0
	Total Budget Income	1,274,615	1,351,126	0	0	1,390,313	0	1,390,313	1,392,685	1.573.948	C	c
	Expenditure	1,274,615	1,312,211	0 ,	0	1,390,313	45,000	1,435,313	1,013,874	1,573,948	225,812	0
	Net Income over Expenditure	0	38,915	0	0	0	-45,000	-45,000	378,811	0	-225.812	
	plus Transfer from EMR	0	76,505	0	0	0	0	0	3.842	,		
	less Transfer to EMR	0	(106,911)	0	0	0	0	0	(187,727)	0	0 0	0
				8	Continued on next page	ext page						
						- And						

Note: Report for the Finance and Administration Committee Meeting on 11 December 2024  Lest Year (2023)244)  Budget Actual Forward Virement (Movement to/(from)) Gen Reserve 0 222,330  Movement to/(from) Gen Reserve 0 222,330  (45,000) 570,331	14:38	Annu	Corsham Town Co	Town Council 2024-2025	é	•	Page 8
Brought   Net   Agreed   EMR   Total   Act		Note: Report for the Fina	ince and Administratio	n Committee Meeting	n 6) I on 11 December 2024		<b></b>
Budget         Actual         Brought         Net         Agreed         EMR         Total         Act           0         222,330         0         (45,000)         (45,000)		Last Year (2023/24)		Current Year (2024/2	a	DRAFTE	DRAFT FOR 2025/26
0 <u>222,330</u> 0 (45,000)				Agreed	Total Actual YTD	Agreed	EMR Carried
	Movement to/(from) Gen Reserv	0		0	(45,000) 570,381	0	O Comment
			19				
					a.	-	
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04/12/2024	72024			Corsham	Town Cour	ham Town Council 2024-2025	55					
14:37			Annua	Annual Budget - By Committee (Actual YTD Month 8)	y Committe	e (Actual YT	D Month 8				10	- agge L
	Not	e: Report f	Note: Report for the Finance and		ninistration	Administration Committee Meeting on 11 December 2024	Meeting or	11 Decem	ber 2024		-	
		Last Year (2023/24)	2023/24)			Current Year (2024/25)	(2024/25)			DRA	DRAFT FOR 2025/26	800
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried
Finan	Finance & Administration						İ					Forward
101	GENERAL											,
1176	INC - PRECEPT	1,126,728	1,126,728	C	^	4 007 000	(			•		
1180	INC - MISCELLANEOUS INCOME	0	C	· c	<b>.</b> . c	000,122,1	0 (	1,227,300		+ 1,333,847	0	0
1181	INC - SALARIES CHARGE TO M/H	6.050	6 875		> 0	0	0	0	20	0	0	0
1182	INC - WC LOAN REFUND (PWLB)	11 017	0,000 47 848	> 0	0 (	6,500	0	6,500	4,749	6,890	0	0
1185	INC - WC INTEREST REFLIND(PM) B	17.940	17,040	<b>&gt;</b> (	0	19,560	0	19,560	9,556	21,437	0	0
1196	INC - INTEREST BECEIVED	040,71	710,11	0.	0	9,304	0	9,304	4,876	7,427	0	C
1197	INC. OCI A INVESTMENT DIVIDENZ	4,300	13,142	0 22	0	8,000	0	8,000	29,574	30,000	0	· c
	INO OTTO CATALONIO DIVIDEND	15,000	63,388	0	0	43,537	0	43,537	39,975			· (
200	INC - QIRLY RECHARGE RE PHONE	1,600	1,600	0	0	1,600	0	1,600	400	1,600	0	
	Total Income	1,182,543	1,240,597	0	0	1,315,801	0	1,315,801	1,316,481	1.471.201		
1103	TELEPHONE/MOBILE PHONES	10,000	7.895	C	-	,		- :			>	>
1105	PHOTOCOPY CHARGES/LEASE	1 600	1 173		> 0	000,01	0	10,000	3,335	10,600	0	0
1106	POSTAGE	750	327		<b>&gt;</b> (	1,600	0	1,600	678	1,600	0	0
1107	STATIONERY	2 500	1 625	> 6	<b>&gt;</b> (	750	0	750	249	750	0	0
1108	PHOTOCOPIER HIRE	7,000	000,	<b>&gt;</b> (	0	2,622	0	2,622	1,476	2,800	0	0
1110	AUDIT	500	0 09 6	<b>O</b>	0 (	0	0	0	0	Ó	0	0
1111	HIRE OF TOWN HALL	000,	0,000	ο ,	0	3,600	0	3,600	80	3,800	0	0
1112	INSTIBANCES	4,000	7,180	0	0	000'9	0	000'9	4,594	6,360	0	C
1 7 7		2,228	2,444	0	0	2,800	0	2,800	2,183	3,500	0	· c
		2,000	6,439	0	0	7,000	0	7,000	2,104	7,420	· C	· c
0 2	ADVERTISING - RECRUITMENT	009	1,029	0	0	750	0	750	526	750	· c	o c
1721	II SUPPORT/SERVICES/WEBSITE	11,000	21,232	0	0	12,000	0	12,000	11.926	16,000	o c	> 0
77.	LEGAL & PROFESSIONAL	4,500	7,988	0	0	4,900	0	4,900	2,989	5.000		

Page 2

Corsham Town Council 2024-2025

Annual Budget - By Committee (Actual YTD Month 8)

04/12/2024

Note: Report for the Finance and Administration Committee Meeting on 11 December 2024

		Last Year (2023/24)	2023/24)			Current Vear (2024/25)	CONSTRE					
							107/4-707			DRAF	<b>DRAFT FOR 2025/26</b>	126
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried
1124	ACCOUNTS CONSULTANCY	1,745	1,695	0	0	1.797	-	1 797	1 200	100		Loiward
1125	MISCELLANEOUS EXP (F&A)	1,200	1,204	0		1 420	, ,		062,1	1,905	0	0
1126	CARETAKERS CONSUMABLES	150	41		,	0 1 1	> '	1,420	833	1,500	0	0
1127	OFFICE EQUIPMENT	000 1		o (	0	150	0	.150	20	150	0	0
1133	PENSION CONTRIBUTION OF A STATE O	4,000	1,734	0	0	4,000	0	4,000	710	4,000	0	0
1134	DAVE and NI (And ) (TOA)	42,066	43,852	0	0	49,522	0	49,522	29,927	50,644	0	C
1,32	NET DAY (FOA)	48,980	48,582	0	0	60,889	0	60,889	31,715	57,890	0	
1140	TDAVEL STATT (12.4)	130,858	119,107	0	0	135,408	0	135,408	84,359	148,041	0	
	TANGE - STAFF (F&A)	925	641	o	0	006	0	006	119	006	· c	· c
140	I KAVEL - MEMBERS	100	37	0	0	100	0	100	0	100		<b>&gt;</b> 0
114/	SUBSCRIPTIONS	2,350	2,152	0	0	2,600	0	2.600	1 848	27.6	0	<b>&gt;</b> (
1151	LOAN INTEREST PAID (SP.HALL)	16,525	16,525	0	0	13.956	C	12.056	7 2 4	2,730	0	0
1152	LOAN REPAY PRINC. PWLB (SP. HA	26,771	26,771	0	· C	20 340		000,00	410,7	11,141	0	0
1153	LOAN INTEREST PAID (CEMETERY)	1,085	1.085	· C	· c	20,040	<b>&gt;</b> 0	29,340	14,334	32,155	0	0
1154	LOAN REPAY PRING (CEMETERY)	6.335	6 225	> c		CAA O	•	995	209	904	0	0
1155	LOAN INTEREST PAID (WORKSHOP		2	o (	Ö '	6,425	0	6,425	3,201	6,516	0	0
1156	LOAN REPAY PRINC (MODKSHOD)	> 0		0	0	10,350	0	10,350	0	0	0	0
1164	STEATER OF AN DEFAULT	0	0	0	0	17,485·	0	17,485	0	0	0	C
1,65	NEIGHBOI IBHOOD BLANGERY (REV)	10,000	34	0	0	10,000	0	10,000	15,795	10,000	0	
3 5	MEIOLIBOORHOOD PLANNING	0	65	0	0	0	35,000	35,000	7.261	35 000	c	
1167	S.PLAN - ENVIRONMENTAL PROJEC	20,000	8,390	0	0	24.401	c	24 404	10 202	000	) ;	
1169	ELECTION COSTS	0	0	0	C	4 000	· ·	000	10,202	0	15,000	0
1170	CHAIR'S ALLOWANCE	200	C	C	, ,	, i	> 0	4,000	9	2,000	0	0
1172	BANK CHARGES	000	> 6	<b>&gt;</b> (		000	D	200	7362	. 200·	0	0
		000	707	0	0	300	0	300	141	320	0	0
	Overhead Expenditure	360,468	339,450	0	0	426,560	35,000	461,560	240,096	425,002	15,000	C
	101 Net Income over Expenditure	822,075	901,146	0	0	889,241	-35,000	854,241	1,076,385	1,046,199	-15,000	, c
												,

Annual Budget - By Committee (Actual YTD Month 8)   Note: Report for the Finance and Administration Committee Meeting on 11 December 2024   Last Year (2023/24)	Annual B.  123/24)  O O 901,146  0 0 10,990 57,265	Annual Budget - By Committee (Actual YTD Month 8)  e Finance and Administration Committee Meeting on  [24]  Lual Brought Net Agreed EMR Forward Virement S89,241  0 0 0 0 0 0 0  11,146  0 0 0 0 0 0  0,990  0,990  0,990  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090  0,090	tion Commit tion Commit Current Agreed 0 889,2	Agreed EMR  O (0 (0 (0 (0 (0 (0 (0 (0 (0 (0 (0 (0 (0	1th 8) 1g on 11	1 Decemb  Total  0 0 854,241 0 0	ber 2024 Actual YTD -5,795 1,082,180	Agreed Agreed 0 1,046,199	DRAFT FOR 2025/26  d EMR C2  0 0  199  0 0  0 0	ward
less Transfer to EM  Movement to/(from) Gen Reserv  GRANTS  INC - NEIGHBOURH/D PLAN GRA  Total Incom  GRANTS - GENERAL  GRANT - METHUEN HALL	Actual B P P P P P P P P P P P P P P P P P P	and Administrations of the conditions of the con	Agre   Curre   Agre	nt Year (2024// ed EMR 0 0 0 0,000 0,000	0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	Decemb 1 Total 1 10.000 10.000	er 2024 Actual YTD -5,795 1,082,180	Agreed 0 1,046,199	EMR 0 0 0	arried
Last Year (20)   Budget A   Bud	0   0   0   0   0   0   0   0   0   0		10 0000	ed EMR 0 0 0 0 0 0,000 0,000			-5,795 1,082,180	Agreed 0 1,046,199	EMR 0	arried
Budget A   Budget A   Budget A   Budget A   Bovement to/(from) Gen Reserve   822,075   GRANTS   Budget A   B	0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0		A _B	0  4  0 0 00		, , ,	-5,795 -1,082,180	Agreed 0 1,046,199	EMR 0	ward
Movement to/(from) Gen Reserve 822,075  GRANTS  INC - NEIGHBOURH/D PLAN GRANT 0  Total Income 0  GRANTS - GENERAL 10,000  GRANT - METHUEN HALL	<u> </u>	0 0 0 0	0	0 0 0,000		0 0 0 0 10.000	-5,795	1,046,199	0 0	Porward 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0
Movement to/(from) Gen Reserve 822,075  GRANTS  INC - NEIGHBOURH/D PLAN GRANT 0  Total Income 0  GRANTS - GENERAL 10,000  GRANT - METHUEN HALL	901,146 0 0 10,990 57,265	0 0 0		0 0000,000		0 0 0 0 10.000	1,082,180	1,046,199	0 0	0 0 0
GRANTS  INC - NEIGHBOURH/D PLAN GRANT  Total Income  O  GRANTS - GENERAL  GRANT - METHUEN HALL	0 0 10,990 57,265	0 0 0 0	20	00,000		0 0 0 10.000	1,082,180	1,046,199	0 0	0 0 0
INC - NEIGHBOURH/D PLAN GRANT  Total Income  GRANTS - GENERAL  GRANT - METHUEN HALL	0 0 10,990 57,265	0 0 0		000,000	0 0 0	0 0 10.000	5,617	0	0	0 0 0
Total Income GRANTS - GENERAL GRANT - METHUEN HALL	0 10,990 57,265	0 0 0		0,000	0 0	10.000	5		0	0 0
GRANTS - GENERAL GRANT - METHUEN HALI	10,990	0 0		),000 3,200	0 0	10.000	0 1	1	0	0 0
GRANT - METHUEN HALL	57,265	0		0,200 3,200	o (	10.000	/10'0	o O		0
		•		007'					0	
1262 GRANTS - SECTION 137 0	940	0		° c	<b>&gt;</b> (	002,80	2	63,450	0	0
1265 GRANT - ARTS CENTRE	2000	o c		0 0	0 1	0		·	0	0
JTH ZONE	8.200	o c	•	000's	0 (	2,000	3,000	10,000	0	0
1267 GRANT - PEACOCK ARTS TRAIL 750	1.500	o c	· ·	750	o (	0	0	0	0	0
1268 GRANT - CORSHAM TOWN BOWLS 0	0	) C		000	<b>&gt;</b> 6	750	0	750	0	0
1269 GRANT - GASTARD VILLAGE HALL 0	 O	, c		000;	<b>)</b>	2,000	2,000	0	0	0
1276 GRANT - CORSHAM WINDBAND 0	0	0		2,000	5 6	2,000	2,000	0	0	0
Overhead Expenditure 66.215	83.895				>	0	<b>O</b>	2,500	0	0
A6 24E	3 00	<b>&gt;</b> (		00,300	0	88,950	133,988	88,700	0	0
6,200	06,00-			-88,950	0	-88,950	-128,371	-88,700	0	0
loss Transfer (CME	6,843	0	0	0	0	0	0	0	0	0
MINIO OF THE PROPERTY OF THE P	-10,837	0	0	0	0	0	-20,000	0.	0	0
Movement to/(from) Gen Reserve (66,215)	(66,215)		(88)	(88,950)		(88,950)	(78,371)	(88,700)		
									615	
	<u>-</u>									

04/12	04/12/2024											
14:27				Corshan	n Town Cou	Corsham Town Council 2024-2025	125					Page 4
6.4			Annua	_	3y Committe	- By Committee (Actual YTD Month 8)	FD Month 8				*	
	No	Note: Report for the Finance and	or the Fina		ministration	Administration Committee Meeting on 11 December 2024	Meeting or	11 Decem	ber 2024		-	
		Last Year (2023/24)	2023/24)			Current Year (2024/25)	r (2024/25)			DRAG	DRAFT FOR 2025/26	126
		Budget.	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried
	Finance & Administration - Income	1,182,543	1,240,597	0	0	1,315,801	0	1.315.801	1.322 098	1 474 204		
	Expenditure	426,683	423,345	0	0	515,510	35,000	550,510	374,084	513.702	15,000	0 0
	Net Income over Expenditure	755,860	817,251	0	0	800,291	-35,000	765.291	948 013	067 400	20,00	
	plus Transfer from EMR	0	6,843	0	0	0				Set 'Se	000,61-	٥
	less Transfer to EMR	0	(10,837)	0	0	0	0	0 0	0 (55 795)	0 0	0 (	0
	Movement to/(from) Gen Reserve	755,860	834,931		20 1	800,291	1	765.291	1 003 808	067 400	0	0
Prop	Property & Amenities						E		000,000,1	904,108		
201	RECREATION & AMENITY SITES			31								
2151		2,300	2,785	0	0	2,500	0	2,500	2,656	2.650	C	Ċ
2152		2,211	2,165	0	0	2,277	0	2,277	1,355	2,414	0	<b>o</b> c
2155	INC - WATERAVE, THE BATTERS	45	42	0	0	42	0	42	32	42	0	0
2177		0 0	0 0	0	0	0	0	0	158	0	0	0
		000,1	2,308	0	0	1,100	0	1,100	2,185	1,166	0	0
		5,553	10,300	0	0	5,919	0	5,919	6,385	6,272	0	0
2101			9,518	0	0	5,464	0	5,464	14,578	10.000		c
2402		_	45,500	0	0	6,087	0	6,087			· c	o c
2103	SDDINGER A LIKE MAINTENANCE	2	12,307	0	0	8,000	0	8,000			0	o C
2100	-	800	1,213	0	0	1,200	0	1,200	666	1,272	0	) C
2110		1,000	3,026	0	0	1,100	0	1,100	3,532	1,166	0	· C
2 5 5		3,600	3,600	0	0	3,800	0	3,800	4,843	4,028	0	· c
4	GANDENO/PLAN LING	1,250	841	0	0	1,367	0	1,367	06	1,449	0	0
				ŏ	Continued on next page	ext page						

Hotel Purple   Hote	04/12/2024	2024			Corsham	Town Con	incil 2024-26	125					
Movement Loftman   Movement Lo	14.37					noo II Mo I	IIICII 2024-21	676					Page 5
Part	ò			Annua		y Committe	e (Actual Y	TD Month 8				4	1
Budget   Actual   Provided   Pr		No	ote: Report f	or the Fina	nce and Adr	ministration	) Committee	Meeting or	111 Decemi	ber 2024		4	
Budget Actual Provided   Ac			Last Year	2023/24)			Current Yea	ır (2024/25)			DRA	FT FOR 202	5/26
SHOUNDS INTERMENTALY   SHOPE   SHOP			Budget	Actual	Brought Forward	Net Virement	Agreed	EMR		Actual YTD	Agreed	EMR	Carried
GROUNDS MANIT. CONTRACT         25,000         24,955         0         0,000         0         30,000         17,389         3,190           ANNUAL PLAY AREA INSPECTION         60         826         0         1,000         0         1,000         17,389         3,180           ANNUAL PLAY AREA INSPECTION         60         1,000         0         7,000         1,500         1,500           PUBLIC CONVENIENCES         11,600         16,878         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0	2112	GROUNDS TEAM CONSUMABLES	1,200	1,415	0	0	1,639	0	1,639	950	1 727		rorward
ANNUAL PLAY AREA INSPECTION 600 828	7114	GROUNDS MAINT. CONTRACT	25,000	24,955	0	0	30,000	0	30.000	17.368	34 800	> 0	0
New Tension	2115	ANNUAL PLAY AREA INSPECTION	009	826	0	0	1,000	0	1,000	0	1500	0 0	0 6
Public Conveniences	116	IN BLOOM DISPLAYS/MAINT	5,305	5,472	0	0	7,000	0	7.000	3 898	7 420	<b>&gt;</b> 6	<b>Ο</b> (
MARTINIARIE MAINTENANCE         100         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0 </td <td>2119</td> <td>PUBLIC CONVENIENCES</td> <td>11,600</td> <td>- 16,878</td> <td>0</td> <td>0</td> <td>15,000</td> <td>0</td> <td>15.000</td> <td></td> <td>•</td> <td>0 0</td> <td></td>	2119	PUBLIC CONVENIENCES	11,600	- 16,878	0	0	15,000	0	15.000		•	0 0	
THE BATTERS R&M  250  Discription  Coverhead Expenditure  Coverhead	120	MARTINGATE MAINTENANCE	100	0	0	0	0	C				000,0	
BUS SHELTER CLEANING         1,750         1,920         0         1,804         0         1,804         960         6,200           Overhead Expenditure         80,455         12,7492         12,7492         12,774         0         0         77,542         77,542         77,575         111,572           201 Net Income over Expenditure         74,902         12,074         0         0         77,542         77,542         77,572         111,572           Plus Transfer from EMR         0         12,074         0         0         0         0         24,062         111,572           Blus Transfer from EMR         0         12,074         0         0         0         0         24,062         115,572         116,300           ALLOTMENT Rent         4,900         5,194         0         5,000         5,000         5,000         5,000         5,281         5,300           INC-ALLOTMENTS         700         5,194         0         5,000         5,000         0         5,000         5,281         5,300           FENCES, WALLS FTC         2,000         5,615         0         450         5,281         5,300           MATER - ALLOTMENTS         500         5,000         0 </td <td>121</td> <td>THE BATTERS R&amp;M</td> <td>250</td> <td>23</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td></td> <td><b>O</b></td> <td>,</td> <td>0 (</td> <td>0</td>	121	THE BATTERS R&M	250	23	0	0	0	0		<b>O</b>	,	0 (	0
201 Net Income over Expenditure over Expensive ove	122	BUS SHELTER CLEANING	1,750	1,920	0	0	1,804	0	1 804	0 090	0 00	0 (	0
201 Net Income over Expenditure         74,902         177,195         0         63,461         83,960         111,572           Plus Transfer from EMR         0         12,071         0         0         -77,542         0         -77,542         -77,542         -77,575         -105,300           Movement to/(from) Gen Reserve         (74,902)         (75,314)         0         0         0         0         0         -24,062         ★         0           ALLOTMENTS         (74,902)         (75,314)         0         0         0         0         0         -24,062         ★         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0		Overhead Expenditure	80.455	127 404					1	000	0,200	0	0
Plus Transfer from EMR				+ 2	>	0	83,461	0	83,461	83,960	111,572	8,500	0
Plus Transfer from EMR         0         12,071         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0<	Ġ	zur net income over Expenditure	-74,902	-117,195	0	0	-77,542	Ö	-77,542	-77,575	-105,300	-8,500	C
Movement to/(from) Gen Reserve         (74,902)         (75,314)         (77,542)         (77,542)         (77,542)         (77,542)         (77,542)         (77,542)         (77,542)         (77,542)         (77,542)         (77,542)         (77,542)         (77,542)         (77,542)         (77,542)         (77,542)         (77,542)         (77,542)         (70,530)           ALLOTMENTS         4,900         5,194         0         5,000         0         5,000         5,281         5,300           WATER - ALLOTMENTS         700         3,194         0         0         5,000         0         5,281         5,300           FENCES, WALLS ETC         2,000         5,615         0         0         2,000         0         2,000         5,281         5,100           INSURANCE - ALLOTMENTS         500         5,615         0         0         2,000         0         2,000         3,935         4,00           MAINTENANCE - ALLOTMENTS         300         80         0         0         3,75         2,9         4,00	000	plus Transfer from EMR	0	12,071	0	0	0	.0	0	0	c		
Movement to/(from) Gen Reserve         (74,902)         (75,314)         (77,542)         (77,542)         (77,542)         (77,542)         (77,542)         (77,542)         (77,542)         (70,5300)           ALLOTMENTS         4,900         5,194         0         0         5,000         5,281         5,300           INC - ALLOTMENTS         700         328         0         0         5,000         5,281         5,300           FENCES, WALLS ETC         2,000         5,615         0         450         0         2,000         3,935         2,100           INSURANCE - ALLOTMENTS         500         500         0         2,000         0         2,000         3,935         2,100           MAINTENANCE - ALLOTMENTS         300         80         0         0         2,000         3,935         2,100	5	less Transfer to EMR.	0	-29,809	0	0	0	0	C		i a'r	> ¢	
ALLOTMENTS         (77,542)         (53,513)         (105,300)           INC - ALLOTMENT RENT         4,900         5,194         0         0         5,000         0         5,000         5,281         5,300           Total Income         4,900         5,194         0         0         5,000         0         5,281         5,300           WATER - ALLOTMENTS         700         328         0         0         450         0         5,281         5,300           FENCES, WALLS ETC         2,000         5,615         0         0         450         0         450         2,000         3,935         2,100           INSURANCE - ALLOTMENTS         500         500         0         2,000         0         2,000         3,935         2,400           MAINTENANCE - ALLOTMENTS         300         80         0         0         3,75         29         400		Movement to/(from) Gen Reserve	(74,902)	(75,314)		80	(77 542)	- 4		30		0	0
INC-ALLOTMENT RENT         4,900         5,194         0         0         5,000         0         5,000         5,281         5,300           Total Income         4,900         5,194         0         0         0         5,000         5,281         5,300           WATER-ALLOTMENTS         700         328         0         450         0         450         2,600         5,300           FENCES, WALLS ETC         2,000         5,615         0         0         2,000         0         2,000         3,935         2,100           INSURANCE - ALLOTMENTS         500         500         0         2,000         0         2,000         3,935         2,100           MAINTENANCE - ALLOTMENTS         300         80         0         375         29         400	02	ALLOTMENTS				97	(340,11)		(77,542)	(53,513)	(105,300)		
Total Income         4,900         5,194         0         0         5,000         0         5,281         5,300           WATER-ALLOTMENTS         700         328         0         0         450         0         2,000         5,281         5,300           FENCES, WALLS ETC         2,000         5,615         0         0         2,000         0         2,000         3,935         2,100           INSURANCE - ALLOTMENTS         500         500         0         0         0         2,000         0         2,100           MAINTENANCE - ALLOTMENTS         300         80         0         0         375         0         375         29         400	277	INC - ALLOTMENT RENT	4,900	5,194	0	0	5,000	0	5.000	л 90	n G	(	
WATER-ALLOTMENTS         700         328         0         0         450         0         2,000         2,000         2,000         2,000         3,935         2,100           INSURANCE - ALLOTMENTS         500         500         0         0         0         2,000         3,935         2,100           MAINTENANCE - ALLOTMENTS         300         80         0         0         375         0         375         29         400		Total Income	4,900	5,194	0	0	5,000	0	5.000	5.281	2,300		0 (
FENCES, WALLS ETC       2,000       5,615       0       0       2,000       0       2,000       3,935       750         INSURANCE - ALLOTMENTS       500       500       0       0       0       0       2,000       3,935       2,100         MAINTENANCE - ALLOTMENTS       300       80       0       0       375       0       375       29       400	206	WATER - ALLOTMENTS	700	328	C	c	450	(			5	>	0
INSURANCE - ALLOTMENTS 500 600 0 2,000 3,935 2,100  MAINTENANCE - ALLOTMENTS 300 80 0 0 375 0 375 29 400	2208	FENCES, WALLS ETC	2,000	5.845	• •		430	0	450			0	0
MAINTENANCE - ALLOTMENTS         300         80         0         0         524         524         600           MAINTENANCE - ALLOTMENTS         300         80         0         375         0         375         29         400	2212	INSURANCE - ALLOTMENTS	2004	5 6	o (	0	2,000	0	2,000			0	0
375 0 375 29 400	214	MAINTENANCE - ALL OTMENTS	300	000	0 0	0	524	0	524	524	009	0	0
			200	00	D.	0	375	0	375	29	400	0	c

Continued on next page

3,850

4,754

3,349

3,349

6,523

3,500

Overhead Expenditure

Page 6 0 Carried Forward **DRAFT FOR 2025/26** 0 0 0 0 0 0 EMR 1,450 1,450 7,600 16,950 5,000 29,550 250 1,855 7,000 2,100 3,500 Agreed -1,935 200 13,438 Actual YTD 2,462 7,140 3,307 2,228 1,896 104 527 Note: Report for the Finance and Administration Committee Meeting on 11 December 2024 7,200 16,000 4,700 27,900 6,000 2,000 1,651 250 1,750 3,300 1,651 Total Annual Budget - By Committee (Actual YTD Month 8) 0 0 Current Year (2024/25) EMR Corsham Town Council 2024-2025 7,200 16,000 4,700 27,900 250 1,750 000'9 2,000 3,300 1,651 1,651 Agreed Virement Net 0 0 0 Brought Forward 1,215 -1,32910,440 25,294 8,585 500 46,500 250 2,174 11,100 1,896 2,986 18,406 (1,329)467 Last Year (2023/24) Actual 1,400 1,400 7,100 14,619 250 1,700 4,500 26,219 5,600 2,000 3,300 12,850 Budget INC - MEMORIAL BENCH- LADBROO INC - EXCLUSIVE RIGHT/PLOT RES LADBROOK LANE CEMETERY (R&M 202 Net Income over Expenditure Movement to/(from) Gen Reserve Total Income less Transfer to EMR Overhead Expenditure INC - MEMORIAL BENCH- LACOCK INC - MEMORIAL FEES (VATABLE) LACOCK ROAD CEMETERY (R&M) INC - MEMORIAL TREE- LACOCK CHURCHYARD/OLD CEM (R&M) CEMETERY & CHURCHYARDS CEMETERY BUSINESS RATES INC - INTERMENT FEES GRAVEDIGGING COST 04/12/2024 14:37 2356 2358 2305 2351 2352 2353 2357 2302 2303 2304 7001 2301 203

Continued on next page

0

14,705 14,845

4,341 9,097

13,300

0

13,300

0

0

28,094

13,369

Movement to/(from) Gen Reserve

ARNOLD HOUSE

204

14,600

14,600

0

1,060

1,035

5,300

2,159

5,000 1,000

0 0

5,000

0 0

26,906 696

3,000 923

MAINTENANCE - ARNOLD HOUSE

2401 2402

NNDR - ARNOLD HOUSE

1,000

04/12/2024 14:37

Corsham Town Council 2024-2025

Annual Budget - By Committee (Actual YTD Month 8)

Note: Report for the Finance and Administration Committee Meeting on 11 December 2024

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Page 7

		Last Year (2023/24)	2023/24)			<b>Current Year (2024/25)</b>	(2024/25)			DRAF	DRAFT FOR 2025/28	5/26
	*,	Budget	Actual	Brought	Net	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried
2402				Loiward	virement					)		Forward
2403	INSURANCE - ARNOLD HOUSE	1,100	1,100	0	0	1,200	0	1,200	1,200	1,272	0	0
	Overhead Expenditure	5,023	28,976	0	0	7,200	0	7.200	4.395	7 632		
7001	less Transfer to EMR	0	-23,906	0	0	0	0		0	700,		<b>&gt;</b> 0
	Movement to/(from) Gen Reserve	(5,023)	(5,070)		140	(7.200)	Ţ	(006 2)	(4 205)	0001	0	0
205	FLATS				•		I	(007(1)	(4,393)	(7,032)		
2551												
2551	INC. ABINOLD HOUSE FLATS	13,700	12,392	0	0	14,000	0	14,000	10,600	14,500	0	0
2007	INC - ARNOLD HOUSE FLATS MISC	0	0	0	0	0	0	0	06	0	0	0
	Total Income	13,700	12,392	0	0	14,000	0	14,000	10,690	14,500	0	C
2501	REPAIRS & MAINT - A/H FLATS	2,228	2,186	0	0	3,000	0	3,000	827	3500	-	o (
	Overhead Expenditure	2,228	2,186	0	0	3,000	0	3 000	827	0000		
	Movement to/(from) Gen Reserve	11,472	10,206			11,000	Į.	11 000	170	0,000	0	0
206	GUIDE HUT						ı	201	6,000	000,11		
1												
2601	· UTILITIES - GUIDE HUT	1,880	880	, 0	0	1,800	C	1 800	0//			,
2602	INSURANCE - GUIDE HUT	450	450	0	0	200	0	500	200	006,	<b>O</b>	0
2603	REPAIRS & MAINT - GUIDE HUT	1,000	3,581	0	0	1,500	0	1,500	155	1.590	<b>O</b>	
	Overhead Expenditure	3,330	4,911	0	0	3.800		3 800	1 100			
7001	less Transfer to EMR	0	-2,347	0	0	0	· c	000,5	50.	4,048	0 (	0
	Movement to/(from) Gen Reserve	(3,330)	(2,564)			(3.800)	I.	2 1000 67	2 100		0	0
207	PROPERTY & AMENITY GENERAL					(200(2)	1	(2,000)	(1,103)	(4,048)		
							,					
2701	HEALTH & SAFETY	4,500	2,148	0	0	4,000	0	4,000	2,304	4,000	0	0
												)

04/12/2024	2024			Corsham	Town Coul	Corsham Town Council 2024-2025	25					
14:37			Annua	Annual Budget - B	v Committe	By Committee (Actual YTD Month 8)	T Month 8	-			1	Tage o
	No	Note: Report for the Finance and Ad	or the Fina	ce and Adr	ninistration	ministration Committee Meeting on 11 December 2024	Meeting on	, 11 Decemi	er 2024			
		Last Year (2023/24)	2023/24)			Current Year (2024/25)	(2024/25)			DRA	DRAFT FOR 2025/26	5/26
	,	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried
2702	UNIFORM/PROTECTIVE CLOTHING	1,238	186	0	0	1.275	٥	1 276	140	1		Forward
2703	EQUIPMENT/TOOLS	955	1,619	0	0	1.000	· c	1,000	047	1,352	0	0
2704	VAN RUNNING COSTS	2,000	9,291	0	0	6.200	· c	000,	1,033	1,060	0 ,	0
2705	WASTE COLLECTION	5,100	7,693	0	0	6.800	o c	002,0	0,940 0,940	06,750	0	0
2706	CCTV RUNNING COSTS	4,597	440	0	0	1,748	0	0,000	008,0	8,000	0 (	0
2707	EQUIPMENT SERVICING	827	225	0	0	800	0	800	140	000. 020	> 0	0 (
2708	MISCELLANEOUS EXP (P&A)	530	319	0	0	400	0	400	248	400	<b>&gt;</b> C	o 0
01.77	PENSION CONTRIBUTION (P&A)	51,004	52,865	0	0	62,622	0	62,622	35,745	66.921		
11/2	PAYE and NI (ees) (P&A)	51,216	46,753	0	0	61,021	0	61,021	35,006	65.163		> 0
27.72	NEI PAY (P&A)	174,384	155,202	0	0	199,205	0	199,205	109,439	213.105	· c	o c
2714	DADVING INITIATIONS	637	356	0	0	250	0	550	250	550	0	o c
<u>†</u>	TARKING INITIALIVES	80,000	80,444	0	0	76,667	0	76,667	38,599	76,667	0	· c
1	Overhead Expenditure	379,988	358,342	0	0	422,288	0	422,288	234.488	446.318		
7000	plus Transfer from EMR	0	429	0	0	0	0	0	0		· c	<b>&gt;</b> c
500/	less Transfer to EMR	0	-5,432	0	0	0	0	0	0	0	· c	
	Movement to/(from) Gen Reserve	(379,988)	(352,451)		£.	(422,288)	ar.	(422.288)	(234 488)	(446 349)	•	>
208	WORKSHOP				!		E		(22)	(010,011)		
2801	UTILITIES - WORKSHOP	1,000	0	0	·	c	c	c	(	ļ		
2802	INSURANCE - WORKSHOP	250	0	0	0	o C	0 0	> <	0	0 (	0	0
2803	REPAIRS & MAINT - WORKSHOP	250	0	0	0	0	0		· ·	0 0	0 9	0 (
	Overhead Expenditure	1,500	0	0	0	0	0	C	) (			
	Movement to/(from) Gen Reserve	(1,500)	0		E.	0	ı	0			o Gi	0
					•		ı.					
				ပိ	Continued on next page	eged txt						

Note: Report for the Finance and Administration Committee Meeting on 11 December 2024   Liest Year (2022)224   Euclyth   Note   Carrent Vear (2022)224   Euclyth   Note   Carrent Vear (2022)225   Euclyth   Administration Committee Meeting on 11 December 2024   Euclyth   Carrent Vear (2022)225   Euclyth   Administration Committee Meeting on 11 December 2024   Euclyth   Administration Committee Meeting on 11 December 2024   Euclyth   Administration Committee Meeting on 11 December 2024   Euclyth   Administration Committee Meeting on 12 Euclyth   Administration Committee	Note: Report for the Finance and Administration Committee (Actual YTD Months)   Note: Report for the Finance and Administration Committee Meeting on 11 December 2024   Budget				Corsham	Town Cou	Corsham Town Council 2024-2025	25					
Committee   Actual YTD Month 8   Committee   Actual YTD Month 8   Committee   Actual YTD Month 8   Committee   Actual YTD Month 9   Committee   Actual Year   Counties   Committee   Com	Committee (Actual YTD Month 8)   Actual YTD Month 8    Actual YTD Month 9    Actual YT	14:37					77-1-70-11011	2					Page 9
Last Vear   2023 24    Brought   Actual   Forward   Current Year   2024 25    Brought   Actual   Forward   Current Year   2024 25    Brought   Actual   Forward   Current Year   2024 25    Current Year   2024 25    Current Year   2024 25    Current Year   2024 25    Current Year   Current	List Year (2023/24)			Annua	Budget - By	y Committe	e (Actual YT	D Month 8	<b></b>			0	
Budget         Actual         Actual         Net         Agreed         EMR         Total         Actual Actual YTD         Actual Actual YTD         DRAFT FOR 2025/266           50,372         74,386         0         52,819         0         52,819         0         52,819         0         55,83         0         55,80         0         55,80         0         55,80         0         55,80         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0	Brought   Actual   Provered   Current Vear   2024/25    Brought   Actual   Provered   Current Vear   Correct   Correct   Current   Cur		оте: кероп т	or the Finar	าce and Adn	ninistration	Committee	Meeting o	n 11 Decem	ber 2024		2	
Budget         Actual         Actual Promoted         Net Longht         Agreed         EMR         Total         Actual YTD         Actual YTD         Actual YTD         Actual YTD         Actual	Budget         Actual         Actual         Total         Actual         TTOIR         Actual         TTOIR         Actual         Actual         TTOIR         Actual         Actual         Actual         Actual         Actual         TTOIR         Actual		Last Year	2023/24)	Œ		Current Year	(2024/25)			DRA	ET EOR 2025	136
50,372         74,386         0         6,2,819         0         52,819         0         55,622         0           488,874         546,838         0         536,398         333,888         55,622         0           438,502         472,452         0         0         483,579         286,076         556,003         8,500           0         12,530         0         0         0         0         0         0         0           (438,502)         (398,428)         0         0         0         0         0         0         0         0         0           (438,502)         (398,428)         (398,428)         (483,579)         (212,078)         (55,997)         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0 <th>50,372     74,386     0     0     52,819     35,793     55,622     0       488,874     546,633     0     0     536,398     0     536,398     333,868     55,622     0       438,602     438,602     0     0     483,579     286,003     8,500       0     12,530     0     0     0     0     0       (438,502)     (398,428)     0     0     0     0       (438,502)     (398,428)     (483,579)     (272,078)     (536,003)</th> <th></th> <th>Budget</th> <th>Actual</th> <th>Brought Forward</th> <th>Net Virement</th> <th>Agreed</th> <th>EMR</th> <th>Total</th> <th>Actual YTD</th> <th>Agreed</th> <th>EMR</th> <th>Carried</th>	50,372     74,386     0     0     52,819     35,793     55,622     0       488,874     546,633     0     0     536,398     0     536,398     333,868     55,622     0       438,602     438,602     0     0     483,579     286,003     8,500       0     12,530     0     0     0     0     0       (438,502)     (398,428)     0     0     0     0       (438,502)     (398,428)     (483,579)     (272,078)     (536,003)		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried
488,874         546,888         0         556,398         0         536,398         0         536,398         0         548,579         8,500           -438,602         -472,482         0         0         -483,579         -286,073         -8,500           0         12,530         0         0         0         0         0         0           0         (438,502)         (398,428)         (483,579)         (272,078)         (536,003)         0	488,874         546,838         0         536,398         0         536,398         333,888         691,625         8,500           -438,572         -472,452         0         0         -483,579         -298,075         -536,003         -8,500           0         12,530         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0	Property & Amenities - Income	50,372	74,386	0	0	52,819	0	52,819	35,793	55,622	0	
438,502         472,452         0         483,579         0         483,679         298,075         -536,003         48,500           0         12,530         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0	438,502   472,482	Expenditure		546,838	0	0	536,398	0	536,398	333,868		8,500	0
0 (61,494) 0 0 0 0 0 0 0 0 (438,502) (398,428)	0 (81494) 0 0 0 0 0 0 0 0 (438,502) (398,428)	Net Income over Expenditure		-472,452	0	0	-483,579	0	-483,579	-298,075	-536,003	-8.500	
0     (61,494)     0     0     0     0     0       (438,502)     (398,428)     (483,579)     (483,579)     (772,078)     0     0	(438,502) (398,428) 0 0 0 0 (25,997) 0 0 0 0 (25,997) 0 0 0 0 0 (25,997) 0 0 0 0 0 (25,997) 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	plus Transfer from EMR	0	12,530	0	0	0	0	0	0			
(438,502)         (398,428)         (483,579)         (272,078)         (536,003)	(438,502) (398,428) (483,579) (483,579) (536,003)	less Transfer to EMR	0	(61,494)	0	0	0	0	0	(25,997)		0 0	<b>&gt;</b> C
	Total transfer or the season of the season o	Movement to/(from) Gen Reserve	(438,502)	(398,428)		1.61 6.	(483,579)	-	(483,579)	(272,078)	(536,003)		
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	To antitude of the state of the												
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	Acceptance Asserting and Asser												
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	Continuo or boundary											470	
	and bounding												

10				Corsnam	I OWN COU	Corsnam Town Council 2024-2025	25					
14:37			Annna	Annual Budget - By Committee (Actual YTD Month 8)	/ Committe	e (Actual YT	TD Month g					Page 10
	ON	te: Report i	Note: Report for the Finance and Ad	nce and Adm	inistration	ministration Committee Meeting on 11 December 2024	Meeting on	/ ۱ 11 Decem	ber 2024		9	
		Last Year (2023/24)	(2023/24)									
		Budget	Actual	Brought	Net	Agreed EMD	r (2024/25)	ŀ		DRA	<b>DRAFT FOR 2025/26</b>	5/26
Comm	Community Services			Forward	Virement			0031	Actual YTD	Agreed	EMR	Carried Forward
301	COMMUNITY SERVICES											
3150	INC - RETAIL/TOWN CENTRE/GRAN	0	20,000	0	0	0	0	G	000			
	Total Income	0	20,000	C					000,6-	0	0	0
3101	TWINNING COSTS	c			0	0	0	0	-3,000	0	0	0
3102	NEWSLETTER	0 00 2	145	0	0	200	0	200	932	200	C	c
3103	INSURANCE - COMM SERVICES	275	4,74	0	0	8,523	0	8,523	3,886	6,500	· c	
3104	MISCELLANEOUS EXP (CS)	2,72	C/7	0 (	0	300	0	300	300	320	° C	> c
3105	CHRISTMAS LIGHTS	900	040 000	0	0	765	0	765	642	200	0	> c
3106	RETAIL/TOWN CENTRE	2,500	0,303	<b>o</b> , (	0	0	0	0	715	0	0	· c
3107	CREATIVE CORSHAM	7,300	C9 5.	0 (	0	2,732	0	2,732	5,688	3,000	· C	> <
3108	HEALTH/WELLBEING INIT. (s.137)	12,000	4,002	0 0	0	5,792	0	5,792	4,360	2,000	0	> 0
3109	MUSIC THERAPY	2.948	0,000	<b>&gt;</b> 6	0	7,500	0	7,500	3,214	7,500	0	o c
3110	PENSION CONTRIBUTION (CS)	22 818	21 228	o (	0	3,200	0	3,200	3,200	3,200	0	o c
3111	PAYE and NI (ees) (CS)	21.107	20,020	ې د	0 (	25,889	0	25,889	15,249	27,365	0	· c
3112	NET PAY (CS)	77,780	71 982		<b>o</b> (	21,771	0	21,771	12,440	24,837	0	· c
3113	TRAVEL - STAFF (CS)	400	380	> 0	0 (	82,108	0	82,108	46,629	88,608	0	· c
3114	HEALTH/WELLBEING GRANTS (\$137	9 0	900	o 0	o ,•	437	0	437	248	400	Ò	> c
3115	YOUTH ACTIVITIES	) C		<b>&gt;</b> (	0	7,500	0	7,500	838	7,000	0	, c
3116 (	CORSHAM YOUTH ZONE	o c	> 0	<b>o</b> 6	0	24,000	0	24,000	21,550	25,440	0' 0	> c
			>	0	0	000'6	0	000'6	000'6	10,000	0	o c
	Overnead Expenditure	158,628	155,884	0	0	200,017	0	200.017	128 890	040 040	•	
	301 Net Income over Expenditure	-158,628	-135,884	0	0	-200,017	0	-200,017	-131,890	-210,370	0 0	0 0
												•

į	, +303/3- i-0			Corsham	Corsnam Iown Council 2024-2025	<b>NCII 2024-20</b> .	25					0
14:37			Annua	Budget - B	y Committe	Annual Budget - By Committee (Actual YTD Month 8)	D Month 8)				c	rage 1.1
	No	Note: Report for the Finance and Administration Committee Meeting on 11 December 2024	or the Fina	nce and Adr	ministration	Committee	Meeting on	11 Decem	ber 2024		7	
		Last Year (2023/24)	2023/24)			Current Year (2024/25)	(2024/25)			DRA	DRAFT FOR 2025/26	25/26
	,	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried
7000	plus Transfer from EMR	0	961	0	0	0	0	٥				- 1
7001	less Transfer to EMR	0	-8,728	0	0	0	o c	o c	732	o c K		0 (
	Movement to/(from) Gen Reserve	(158,628)	(126,195)		5	(200 017)	,	2 (21000)	404 450			0
302	TOURISM & EVENTS				i.	(1000)	ï	(110,002)	(131,438)	(210,370)		
3250	INC - COMMUNITY EVENTS INCOME	_	1,958	0	0	1,093	0	1,093	1,400	1,500		0
		000	630	0	0	009	0	009	170	625		0
	Total Income	1,700	2,588	0	0	1,693	0	1,693	1,570	2,125		0
3201	FETE/EVENTS	11,330	11,078	0	0	12,020	0	12,020	13,782	12,750		
3203	N BI OOM EVITATEOR OFFICE OF	10,300	12,466	0	0	10,927	0	10,927				. 0
3205	ADVERTISING/DITELING	400	314	0	0	437	0	437	430	463		0
3206	STORYTOWN EVENTS/ACTIVITIES	400	300	0	0	413	0	413	100	438		0
3207	YOUTH ACTIVITIES	000,4	1,927	· · · · · · · · · · · · · · · · · · ·	0	4,371	0	4,371	3,146	4,000	J	0
3209	CHRISTMAS LIGHTS	000'01	CL8,CI	0 (	0	0	0	0	0	0	)	0
			0	0	0	7,000	0	7,000	1,034	7,420		0
	Overnedd Expenditure	42,430	42,000	0	0	35,168	0	35,168	27,433	40,071		0
Š	302 Net income over Expenditure	-40,730	-39,412	0	0	-33,475	0	-33,475	-25,863	-37,946	J	0
1007	less Transfer to EMR	0	-1,386	0	0	0	0	0	-1,762	0	0	
	Movement to/(from) Gen Reserve	(40,730)	(38,026)		A 1	(33,475)	1 1	(33,475)	(24,101)	(37,946)		
											*	

Continued on next page

Note: Report for the Finance and Administration Committee (Actual YTD Month 8)   Properties and Administration Committee (Meeting on 11 December 2024   Properties and Administration Community Services - Income	14.37					OWII COUNCII 2024-2025	25					
Compact   Compact   Committee Meeting on 11 December 2024   Compact   Committee Meeting on 12 December 2024   Compact   Compact   Committee Meeting on 12 December 2024   Compact   Compact   Committee Meeting on 12 December 2024   Compact   Committee Meeting on 12 December 2024   Compact   Compact   Committee Meeting on 12 December 2024   Compact   Committee Meeting on 12 December 2024   Compact   Committee Meeting on 12 December 2024   Comm			Annual	Budget - B	y Committe	e (Actual YT	D Month 8)				6	Page 12
DRAFT FOR 2023/26   Brought   Not   Agreed   EMR   Total   Actual YTD   Agreed   EMR   Total YTD   Agreed   E	No	ote: Report fo	r the Finar	ce and Adr	ninistration	Committee	Meeting on	11 Decem	ber 2024		17	
1,700   22,588   0   0   1,683   0   1,689   0   1,430   0   2,125   0   0   1,693   0   1,430   0   0   0   0   0   0   0   0   0		Last Year (2 Budget	<b>023/24)</b> Actual	Brought	ţ	Current Year	(2024/25)			DRAF	FT FOR 2025	1/26
1,700   22,588		5		Forward	Virement	Agreed	EMR		Actual YTD	Agreed	EMR	Carried
201,058         197,884         0         0         235,185         0         235,185         0         235,185         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0 <t< td=""><td>Community Services - Income</td><td>1,700</td><td>22,588</td><td>0</td><td>0</td><td>1,693</td><td>0</td><td>1.693</td><td>-1.430</td><td>0 405</td><td></td><td></td></t<>	Community Services - Income	1,700	22,588	0	0	1,693	0	1.693	-1.430	0 405		
-199,368   -175,296   0   -233,492   0   -233,492   0   -157,753   -148,316   0   0   0   0   0   0   0   0   0	Expenditure	201,058	197,884	0	0	235,185	0	235,185	156.323	2, 123	0 0	0 (
0         964         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0         0	Net Income over Expenditure	-199,358	-175,295	0	0	-233.492		-233 402	457 750	LL I		0
(199,358) (164,221) 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	plus Transfer from EMR	C	061					764,007	-157,753	-248,316	0	0
(199,358) (164,221) (233,492) (233,492) (155,559) 0 0 0 (248,316) (155,559) (248,316)	less Transfer to EMR	0	(10,114)		<b>&gt;</b> c	0 0	0	0	0	0	0	0
(233,492) (233,492) (234,922) (234,922) (248,316)	Movement to/(from) Gen Reserve	(199.358)	164 224		> ¹		0	0	(2,193)	0	0	0
	ı.	(poolpo)	(127,221)		ı	(233,492)		(233,492)	(155,559)	(248,316)		
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04/12/2024

14:37

Corsham Town Council 2024-2025

Annual Budget - By Committee (Actual YTD Month 8)

Note: Report for the Finance and Administration Committee Meeting on 11 December 2024

7.5

Page 13

		Last Year (2023/24)	2023/24)			Current Year (2024/25)	(2024/25)			DR/	DRAFT FOR 2025/26	3/2¢
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried
Capita	Capital Projects											Forward
601	CAPITAL											
6203	CAP - INC - CIL CONTRIBUTIONS	40,000	13,555	0	0	20,000	0	20,000	36,225	* 45,000	0	c
	Total Income	40,000	13,555	0	0	20,000	0	20,000	36,225	45.000	.0	
6152	CAP - SPRINGFIELD IMPR (P&A)	5,000	13,505	0	0	0	C					<b>o</b>
6153	CAP - PLAY AREAS (P&A)	10,000	70,646	0	0	20,000		20,000	61.731	o o	3,000	0 (
6156	CAP - SKATE PARK (P&A)	0	0	0	0	0	0	0	0	75,000	000,000	<b>&gt;</b> C
6162	CAP - GRND MAINT FOLIP (P&A)	0 000	0	0	0	0	0	0	0	0	25,000	0
6164	CAP - BLDG CONTINGENCY (P&A)	3,000	970	0 0	Ö (	0	0	0	27,352	₩ 18,180	0	0
6165	CAP - ASSET MANAGEMENT (P&A)	10.000	COO V	0 (	0	10,000	10,000	20,000	22,573	0 .+	85,000	0
6167	CAP - NEW WORKSHOP (P&A)	20,000	403	0 (	0	0	0	0	0	0	40,000	0
6169	CAP - PUBLIC REALM IMPR. (P&A)	58.000	7 106	<b>&gt;</b> 6	0 (	36,448	0	36,448	3,810	K 50,000	0	0
6171	CAP - TRANSPORT SCHEMES (P&A)	5,000	00-,7	<b>&gt;</b>	0 6	0 (	0	0	26,603	0	19,312	0
6172	CAP - RAILWAY STATION (P&A)	0	0	o c		0 027	0 (	0	2,989	40,000	0	0
6173	CAP - CYCLE NETWORK (P&A)	15,000	0	0	9 6	7/1/07	> 0	26,172	0	30,000	0	0
6174	CAP - STRATEGIC PLAN DELIVERY	10,000	1,658	0	0	10.000	0 0	10 000	0 0	0	0	0
6175	CAP - PUBLIC ART STRATEGY (CS)	10,000	15,799	0	0	0	0	000,01	0 4 543	0 2002	0 0	0 (
*	Overhead Expenditure	158,000	144,144	0	0	103,220	10.000	113.220	140 500	0,000	0	0
	601 Net Income over Expenditure	-118,000	-130,589	0	0	-83,220	-10.000	-93 220	113 374	479 400	202,312	0
2000	plus Transfer from EMR	0	56,171	0	0	C	C		1000	-1/3,160	-202,312	0
7001	less Transfer to EMR	0	-24,465	0	0	0	,	0	-103 742	0 0	0 (	0
				:					74 1100	é	Đ	0

524			Corsham T	Town Cou	own Council 2024-2025	ις:					
		Annua	Annual Budget - By		Committee (Actual YTD Month 8)	D Month 8)					rage 14
No	ote: Report f	or the Finar	ce and Adr	ninistratior	Note: Report for the Finance and Administration Committee Meeting on 11 December 2024	Meeting on	11 Decemb	er 2024		23	
	Last Year (2023/24)	(2023/24)			Current Year (2024/25)	(2024/25)			DRAF	DRAFT FOR 2025/26	/26
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried
Movement to/(from) Gen Reserve	(118,000)	(49,953)			(83,220)		(93,220)	(5,790)	(173,180)		
Capital Projects - Income	40,000	13,555	0	0	20,000	0	20.000	36 225	45,000	c	'
Expenditure	158,000	144,144	0	0	*-	10,000	113,220	149,599	218,180	202.312	0 0
Net Income over Expenditure	-118,000	-130,589	0	0	-83,220	-10,000	-93,220	-113,374	-173,180	-202,312	
plus Transfer from EMR	0	56,171	0	0	0	0	0	3,842	0	c	
less I ransfer to EMR	0	(24,465)	0	0	0	0	0	(103,742)	0	0	
Movement to/(from) Gen Reserve	(118,000)	(49,953)			(83,220)	1 1	(93,220)	(2,790)	(173,180)	•	
Total Budget Income	1,274,615	1,351,126	0	0	1,390,313	0	1,390,313	1.392.685	1 573 948	c	•
Expenditure	1,274,615	1,312,211	0	0	1,390,313	45,000	1,435,313	1,013,874	1,573,948	225.812	
Net Income over Expenditure	0	38,915	0	0	0	-45,000	-45,000	378.811		225 842	
plus Transfer from EMR	0	76,505	0							210,022	
less Transfer to EMR	0	(106,911)	0	0	0	o c	o c	3,842	0 (	0	0
Movement to/(from) Gen Reserve	0	222,330			0		(45,000)	570,381		O ₉₅	0
		FI									
6											
										L-5	

04/12/2024 14:37

# Corsham Town Council 2024-2025 Earmarked Reserves

	Account	Opening Balance	Net Transfers	Closing Balance
30	2 EMR Play Areas	25,701.81	-9,577.55	16,124.26
31	7 EMR Corsham Cycle Network	53,045.00	-996.00 🕂	52,049.00
319	EMR BMX/Pump Track	20,000.00	,	20,000.00
323	B EMR Youth Activities	4,985.00		4,985.00
329	EMR Creative Corsham	6,519.00		6,519.00
340	EMR S.106 Cont. Portland Rise	17,010.05		17,010.05
341	EMR Springfield Improvements	425.00		425.00
342	P. EMR Allotments	23,000.00		23,000.00
343	EMR Property/Building/Grounds	18,912.00	-14,913.70 🔆	3,998.30
344	EMR Transport & Highways	64,035.29	-2,988.53	61,046.76
345	EMR Public Art Strategy	5,924.66	-4,542.50 ¥	1,382.16
346	EMR Health & Wellbeing	21,451.00	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	21,451.00
347	EMR Grant Reserve-Peacock Arts	750.00		750.00
353	EMR Environmental Projects	17,434.08	-1,830.68	15,603.40
354	EMR Neighbourhood Plan	2,357.87		2,357.87
356	EMR Retail/Town Centre	20,843.05	-1,761.81 🧚	19,081.24
357	EMR Strategic Plan	126,748.71	-5,795.00 🛣	120,953.71
358	EMR Parking Initiatives	33,030.56		33,030.56
359	EMR Grounds Equipment	21,811.32	-21,811.32 🛨	0.00
360	EMR Railway Station	13,228.00		13,228.00
361	EMR Grant Tourism/CADT	867.00		867.00
362	EMR Public Conveniences	9,283.87	-5,505.41	3,778.46
363	EMR Twinning	2,321.00	-431.67 🕂	1,889.33
364	EMR CIL - Not allocated/misc	77,615.65	-61,742.72 🕂	15,872.93
365	EMR Elections	6,000.00		6,000.00
366	EMR Devolved Services	183,332.00	-6,546.95 💥	176,785.05
367	EMR Public Realm Improvements	189,490.19	2.7	189,490.19
368	EMR CIL - Public Realm Improve	62,065.97	-26,602.67 🧩	35,463.30
371	EMR Grounds Maintenance Cont.	841.00		841.00
372	EMR Allotment paths, walls etc	1,030.00	-1,030.00 🌋	0.00
373	EMR Health and Safety	4,400.00		4,400.00
374	EMR CCTV Running Costs	4,666.00		4,666.00
375	EMR Park Place Workshop	1,996.00		1,996.00
376	EMR S.106 - Potley Play Areas	47,236.05	-47,236.05 🧩	0.00
377	EMR Office Equipment	2,374.00		2,374.00
		1,090,731.13	-213,312.56	877,418.57



04/12/2024

### The Methuen Hall Trust 2024-25

Page 1

14:40

### **Detailed Balance Sheet - Excluding Stock Movement**

### Month 8 Date 04/12/2024

A/c	Description	Actual		
	Current Assets			
105	VAT DUE	(50)		
200	BANK CURRENT A/C	68,314		
	Total Current Assets		68,263	
	Represented by :-			
301	CURRENT YEAR FUND	43,178		
310	GENERAL FUND	25,085		
	Total Equity		68,263	

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04/12/2024

14:40

Annual Budget - By Committee (Actual YTD Month 8) The Methuen Hall Trust 2024-25

Page 1

Note: Report for the Finance and Administration Committee Meeting on 11 December 2024

		Last Year (2023/24)	2023/24)			Current Year (2024/25)	(2024/25)			WORKING	WORKING DRAFT FOR 2025/26	D 2025/26
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried
The N	The Methuen Hall Trust											Forward
101	GENERAL											
1180		12,000	17,763	0	0	13.500	c	700	0			
1181		0	0	0	0	0		006,61	13,428	14,000	0	0
1282	GRANTS RECEIVED	42,265	57,265	0	0	69,200	0	69,200	119,200 🕌	63,450	0 0	0 0
		54,265	75,028	0	0	82,700	0	82,700	132,786	77,450	0	
1102	OPEN CLOSE	800	1,366	0	0	800	0	800	793	1 200	Ċ	•
1105	BUSINESS BATES	4,200	5,508	0	0	5,600	0	2,600	3,956	5.700		o 'c
1106	ELECTRICITY	2,050	552	0	0	1,100	0	1,100	443	650	0	o c
1107	GAS	0,400	4,341	0	0	13,000	0	13,000	2,187	7,000	0	0
1108	WATER CHARGES	780	000,0	0 0	0	8,500	0	8,500	1,201	5,500	0	0
1112	INSURANCE	2.550	2.550	<b>&gt;</b> 6	0 (	1,000	0	1,000	793	1,000	0	`0
1115	AUDIT & ACCOUNTANCY	200	160		<b>o</b> 6	2,650	0	2,650	2,650	2,800	0	0
1118	ADVERTISING	900	466		· > c	300	0 (	300	175	300	0	0
1119	TOWN HALL IMPROVEMENTS	7,000	17,769	0	0	10,000	0	10 000	106		0	0
1120	HEALTH AND SAFETY MISCELLANFOLIS FXPS	300	0	0	0	300	0	300	0	300	0 0	o ċ
1126	CARETAKER CONSUMABLE	150	0	0 (	0	100	0	100	0	100	0	0
1127	REPAIRS & MAINTENANCE	6.300	7 825	0 0	0 0	200	0	200	298	550	0	0
1130	EQUIPMENT & FITTINGS	250	305	· ·	o c	30,000	0 (	30,000	8,481	33,000	0	0
1131	PIANO	100	0	0	o c	004	0 0	400	380	400	0	0
1148	PERFORMING RIGHTS	200	490		· c	2 6	o (	0	0	0	0	0
						004	0	400	 O	200	0	0

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04/12/2024

14:40

The Methuen Hall Trust 2024-25

Annual Budget - By Committee (Actual YTD Month 8)

Note: Report for the Finance and Administration Committee Meeting on 11 December 2024

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		Last Year (2023/24)	2023/24)			Current Year (2024/25)	(2024/25)			WORKING DRAFT FOR 2025/26	DRAFT FOR	2025/26
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried
1157	SERVICE CONTRACTS	5,775	5,437	0	0	7,400	0	7,400	2,213	7.800	-	Forward
	Overhead Expenditure	54,265	53,742	0	0	82,700	0	82,700	89,608	77,450	) (	
	Movement to/(from) Gen Reserve	0	21,285		5 1	0	1,1	0	43,178	.  0	)	,
	The Methuen Hall Trust - Income	54,265	75,028	0	0	82,700	0	82 700	130 786	77 460		
	Expenditure	54,265	53,742	0	0 .	82,700	0	82,700	89,608	77,450	0 0	
	Movement to/(from) Gen Reserve	0	21,285			0	I,	0	43,178		>	>
							l,					
	Total Budget Income		75,028	0	0	82,700	0	82,700	132,786	77,450	0	0
	Expenditure	54,265	53,742	0	0	82,700	0	82,700	89,608	77,450	0	, 0
	Movement to/(from) Gen Reserve	0	21,285			0	1 1	0	43,178	0		
		ě							<u> </u>			
	40"											
						,						





### **Finance and Administration Committee**

### **DRAFT BUDGET PROPOSALS 2025/26**

### 11 December 2024

#### 1. Introduction

Further to recent Committee meetings, the draft budget proposals for 2025/26 have been incorporated into the 'Annual Budget by Committee' report (Agenda item 6). The draft budget figures are listed in the 'DRAFT FOR 2025/26' column.

#### 2. **Service Developments and Projects**

A few budget items have been reduced or removed as they are no longer required or reliant on using earmarked reserves. There are some new/increased budgets, which are aimed towards delivery of the Strategic Plan 2022-2026. The main budget changes, service developments and projects included in the draft budget are as follows:

Committee/Item	Proposed 2025/26
Finance and Administration/General	
Revenue	000 450
Grant – Methuen Hall	£63,450
Neighbourhood Planning Grants – General	£35,000 £12,000
Grants – General Grants – Arts Centre	£12,000 £10,000
Strategic Plan Delivery	£10,000
Corsham Windband Association	£2,500
Environmental Projects*	£15,000
Property and Amenities Committee	
Item	
Revenue	676 667
Parking Initiatives Service Delegation and Asset Transfer	£76,667 £20,000
Capital	£20,000
Skate Park	£75,000
New Workshop	£50,000
Transport Schemes	£40,000
Railway Station	£30,000
Grounds Maintenance Equipment	£18,180
Building Contingency*	£85,000
Asset Management*	£40,000
Play Area Improvements*	£30,000
BMX/Pump Track*	£25,000
Public Realm Improvements*	£19,312
Methuen Hall Revenue	
Repairs and Maintenance	£33,000
Town Hall Improvements	£10,000
. Committee and the providing the committee and	~10,000

### **Community Services Committee**

Revenue	
Youth Activities	£25,440
Fete/Events	£12,750
Destination Marketing	£15,000
Corsham Youth Zone	£10,000
Health/Wellbeing Initiatives	£7,500
Health and Wellbeing Grants	£7,000
Christmas Lights	£7,420
Creative Corsham	£5,000

Note: Items marked * are funded from earmarked reserves.

The allowance for income from Section 106 Agreements has been left at £0 in 2025/26. Projected income from the Community Infrastructure Levy (CIL) has been increased from £20,000 to £45,000.

It is important to plan, especially for significant projects and service developments. In 2023 the Strategic Planning Working Group discussed reports on the capital programme and future funding, with emphasis on the most appropriate use of resources to deliver the Town Council's Strategic Plan priorities. This includes a plan to use earmarked reserves and CIL income over three years. The draft budget broadly reflects this.

### 3. Financial Implications

The Town Council's overall draft budget currently shows an increase in spend of £183,635 excluding use of earmarked reserves in both years. The precept increase would be £106,547 (8.68%). However, the decrease in the number of Band D Equivalent properties by 1.8 increases the figure to 8.72% per property. The overall Band D Equivalent charge would increase from £247.22 to £268.78 (an increase of £21.56 per year or just over 41p per week).

Should the Council approve the budget as detailed in the 'DRAFT FOR 2025/26' column in the 'Annual Budget by Committee' report, the overall Council budget would be £1,573,948 (excluding allocated earmarked reserves). The precept for 2025/26 would be £1,333,847.

### 4. Legal Implications

None.

### 5. Environmental and Community Safety Implications

The proposals will contribute towards the Town Council's Strategic Plan priorities. The funds are also necessary to maintain the Council's assets in safe and decent order. The Town Council has declared a climate emergency and ecological emergency and is implementing a Climate Action Plan and producing a Biodiversity Action Plan.

#### 6. Recommendation

That the provisional budget proposals and precept for 2025/26 be considered and a recommendation be made for approval by the Full Council.

David J Martin
CHIEF EXECUTIVE

5 December 2024

Ref: F&A/djm/05122024

# **Corsham Town Council**

(Incorporating the Methuen Hall Trust)

Internal Audit Report (First interim) 2024-25

Stuart J Pollard

Director
Auditing Solutions Ltd

### **Background**

Statute requires all town and parish councils to arrange for an independent Internal Audit (IA) examination of their accounting records and systems of internal control and for the conclusions to be reported each year in the Annual Governance and Accountability Return (AGAR).

This report sets out the work undertaken in relation to the 2024-25 financial year, during our first interim review, which was undertaken both at our offices and on-site on 17th October 2024. We thank the Chief Executive (CX) and his staff in assisting the process, providing all necessary documentation to facilitate commencement of our review for the year.

## **Internal Audit Approach**

In undertaking our review, we have again and will continue to have regard to the materiality of transactions and their susceptibility to potential mis-recording or misrepresentation in the year-end Statement of Accounts/AGAR. Our programme of cover is designed to afford appropriate assurance that the Council's financial systems and governance arrangements remain robust and operate in a manner to ensure effective probity of transactions and to afford a reasonable probability of identifying any material errors or possible abuse of the Council's own and the national statutory regulatory framework. The programme is also designed to facilitate our completion of the 'IA Certificate' in the Council's AGAR, which requires independent assurance over a number of internal control objectives.

In view of the close links between the Council and Methuen Hall Trust, we have, as in prior years, included coverage of transactions on the separately maintained accounting records of the Trust. Consequently, this report incorporates detail of the work undertaken in respect of both bodies.

## **Overall Conclusion**

We are pleased to again report that, in the areas examined to date, the Council continues to operate adequate and effective internal control arrangements, with no areas of concern identified warranting formal comment or recommendation at this stage of the year's review.

We shall update the report following our interim update visit, which we have agreed with the CX will take place on 23rd January 2025.

# **Detailed Report**

### Maintenance of Accounting Records & Bank Reconciliations

Officers have continued to maintain the Council and Methuen Hall Trust accounting records using Omega software with separate bank accounts in place at Lloyds (one each for the Council and Methuen Hall) and Santander banks. An account has also now been opened with Unity Trust with the intended move from Lloyds to utilise the Unity account for all day-to-day transactions of the Council. Surplus funds are also currently retained in the Santander and CCLA Property and Public Sector Deposit Funds.

Our objective here is to ensure that the accounting records are being maintained accurately and currently and that no anomalous entries appear in cashbooks or financial ledgers. We have consequently: -

- ➤ Checked the accurate carry forward of closing trial balance detail in the 2023-24 Statement of Accounts for both the Council and Trust to the current year's Omega records;
- ➤ Verified that the financial ledgers remain "in balance" for both entities at 30th September 2024;
- ➤ Verified transactions in the Council's Current Lloyds a/c cashbook for April & September 2024, agreeing detail to the underlying bank statements also noting that a number of the latter month's transactions were inadvertently recorded in the August cash book;
- Examined the full year transactions to 30th September 2024 on the Santander, Unity Trust, CCLA and Methuen Trust's a/cs, agreeing detail to the underlying bank statements, and
- > Checked and agreed detail on the Council's Current (Lloyds and Unity banks) and Santander accounts, plus the Trust's bank reconciliations at 30th April and September 2024.

#### **Conclusions**

We are pleased to record that no issues arise in this area currently warranting formal comment or recommendation. We shall undertake further testing in this area at our interim update and final visits, also verifying the accurate disclosure of the combined year-end closing balances in the AGAR at Section 2, Box 8.

## Review of Corporate Governance & Regulatory Framework

Our objective here is to ensure that the Council has a robust regulatory framework in place, that Council and Committee meetings are conducted in accordance with the adopted Standing Orders (SOs) and that, as far as we are reasonably able to ascertain as we do not attend meetings, no actions of a potentially unlawful nature have been or are being considered for implementation.

We noted in last year's final report that the Council's combined SOs, Financial Regulations (FRs) and Terms of Reference were reviewed, updated in relation to procurement matters and re-adopted by the Council in March 2024, We now also note that the Council has adopted, in July 2024, the revised / updated version of the NALC model FRs which we have examined and consider appropriate for the Council's present requirements.

We have commenced our review of minutes for the current financial year to ensure that the Council has neither taken nor is considering any action that may result in ultra vires expenditure being incurred and are, as previously, pleased to record that no such issues have been identified.

We also note that the external auditors have signed-off the 2023-24 AGAR with no issues raised and are also pleased to note the publication of an appropriate Notice of Public Rights to examine the Council's financial records for 2023-24 for the requisite 30 working days.

#### **Conclusions**

No matters arise from the work undertaken to date in this area. We shall continue to monitor the Council's approach to governance issues at future visits, also extending our review of minutes for the remainder of the financial year.

### **Review of Expenditure**

Our aim here is to ensure that: -

- > Council and Trust resources are released in accordance with the approved procedures and budgets;
- > Payments are appropriately supported, either in the form of an original trade invoice or other appropriate form of document confirming the payment as due and/or an acknowledgement of receipt, where no other form of invoice is available;
- > All discounts due on goods and services supplied are identified and appropriate action taken to secure the discount;
- > An official order has been raised on each occasion when one would be expected;
- > The correct expense codes have been applied to invoices when processed; and
- > VAT has been appropriately identified and coded to the control account for periodic recovery.

We have previously examined the procedures in place for the placement of orders, approval and release of funds in respect of expenditure and considered them sound. We are pleased to note that those procedures remain in place with the continued monthly review and sign off of payment schedules by members as and when they review and approve invoices for payment.

We have commenced our review of payments for compliance with the above criteria examining to 30th September 2024 a sample of 40 Council payments totalling £436,035 equating to 71% by value of non-pay related payments in the year to that date with all the above criteria appropriately met. We have similarly examined all, due to their low volume, Hall Trust invoices for the year to 30th September 2024 with no issues arising.

We note that VAT reclaims for both the Council and Trust continue to be prepared and submitted to HMRC for repayment generally at the end of each quarter: we have checked and agreed detail of the final 2023-24 quarter reclaims prepared and submitted during the current financial year for both the Council and Trust to the underlying control accounts in the financial ledgers for each body with no issues arising. We do, however, note that the first quarterly reclaims for 2024-25 had not been repaid by HMRC by 30th September 2024.

### **Conclusions**

We are pleased to report that no issues arise in this area currently warranting formal comment or recommendation. We shall extend our test sample to cover the remainder of the year at future visits, also ensuring the accuracy and recovery of quarterly VAT reclaims.

### Assessment and Management of Risk

Our aim here is to ensure that the Council has put in place appropriate arrangements to identify all potential areas of risk of both a financial and health and safety nature, whilst also ensuring that appropriate arrangements exist to monitor and manage those risks in order to minimise the opportunity for their coming to fruition.

We are pleased to note that the Risk Management Strategy and Register have been reviewed and duly re-adopted by the Finance and Admin Committee in April 2024 and have examined their content with no issues arising: we consider that the documents remain appropriate for the Council's present requirements.

We have also examined the Council's 2024-25 insurance policy with Zurich, which, as previously, includes cover for the Trust with specific and relevant areas pertaining to that body repaid to the Council by the Trust. Public and Employer's Liability cover are in place at £15 million and £10 million respectively, together with Fidelity Guarantee cover of £2 million and Business Interruption cover in place at £30,000, all of which we consider appropriate to the Council and Trust's present requirements.

#### **Conclusions**

No issues arise in this area warranting formal comment or recommendation at this stage of our review: we shall continue to monitor the Council's approach to risk management at future reviews.

### **Budgetary Control and Reserves**

Our objective here is to ensure that the Council has a robust procedure in place for identifying and approving its future budgetary requirements and level of precept to be drawn down from Wiltshire Council: also, that an effective reporting and monitoring process is in place. We also aim to ensure that the Council retains appropriate funds in general and earmarked reserves to finance its ongoing spending plans, whilst retaining appropriate sums to cover any unplanned expenditure that might arise.

This visit took place in advance of members' formal deliberations on the budgetary and precept requirements for 2025-26: consequently, we shall revisit this area at a future visit ensuring the formal discussion and adoption of both.

We are again pleased to note that members continue to receive routine budget reports based on the accounting software, with a commentary explaining any significant variances that might exist. We have reviewed the latest Omega budget outturn reports as of 30th September 2024 for both the Council and Trust seeking and obtaining explanations for the few significant variances existing at that date. Overall, the Council's total income at that date stands at 97% of the approved budget, whilst expenditure stands at 53% with no issues identified warranting comment at this stage of our review for the current year.

#### **Conclusions**

We are pleased to record that no concerns have been identified in this area currently: as indicated above, we will undertake further work in relation to budgets at future visits for the year, ensuring that the 2025-26 budget and precept are formally adopted, seeking explanations for any

further significant variances to the approved budgets that might arise and ensuring the ongoing appropriateness of the retained reserves at the financial year-end.

### **Review of Income**

Our objective in this area is to ensure that the Council and Trust identify and recover all income to which they are entitled and have appropriate arrangements in place to ensure its prompt recovery. Income for the Council and Trust arises from a variety of sources, which will be the subject of scrutiny at our next visit. We have, however, examined the controls over allotment income and Arnold House rents receivable at this first visit for the year.

#### **Allotments**

As previously, the Head of Finance and Administration (HoFA) has maintained a spreadsheet record of allotment rental income due to the Council identifying for each site the individual plots, amounts due and received and date of receipt. In total, the income due for the year (per the allotment register spreadsheets) is £5,368 whilst the actual income to date recorded in the Omega accounts at Code 2277 totals £5,238. We understand that the CX had also identified the apparent under collection and that, on investigation, a couple of coding errors in respect of allotment rents have been identified: we understand that an appropriate journal adjustment has been made in Omega in October 2024. We are also pleased to note the positive action taken to address our 2023-24 report recommendation with the appropriate cross-referencing of Omega cashbook entries to the plot reference number.

#### **Arnold House Rents**

We have ensured, by reference to the Nominal income account relating to rental income from the two flats at Arnold House and are pleased to record that no issues arise in this respect currently with the first six-months rent for each flat duly paid, together with the revised rent chargeable.

#### General income

We have also reviewed the range of nominal income codes in the Omega accounts ensuring that there are no apparent or significant misanalysis of income to an incorrect code also ensuring as far as we are reasonably able, that all income due to the Council has been received and recorded appropriately. No issues, other than the aforementioned misanalysis of allotment rents, has been noted.

### **Conclusions**

No issues arise in this area currently. We shall focus attention on the Council's other income streams, also ensuring the accuracy of codings at our next review visit in January 2025 reporting our findings accordingly.

### **Review of Staff Salaries**

In examining the Council's payroll function, we aim to confirm that extant legislation is being observed appropriately as regards adherence to the Employee Rights Act 1998 and the requirements of HMRC legislation as regards the deduction and payment over of income tax and NI contributions. To ensure compliance with the above objective, we have:

- Agreed the gross salaries paid to each member of staff in September 2024 by reference to the Council's "Establishment record" with no issues arising;
- Ensured that tax and NI deductions, together with pension contributions, have been calculated applying the appropriate tax code and NI Table and LG Pension scheme percentage contribution for the month; and
- > Reviewed timesheets and travel claims supporting payments processed with the month's payroll ensuring that each has been signed appropriately by the employee and certified as appropriate for payment by their line manager.

### **Conclusions**

We are pleased to report that no issues have arisen from our work in this area warranting formal comment or recommendation.

### **Investments and Loans**

We aim here to ensure that the Council is maximising its interest earning potential through "investment/deposit" of surplus funds in high interest-bearing accounts/deposits. We have made previous reference to the placement of £100,000 in the CCLA Property Fund and £1,200,000 in the CCLA Deposit Fund. We have also ensured that the monthly interest earned on the CCLA Deposit Fund has been accurately recorded in the Santander account in accordance with the agreed process.

We also note that, following the opening of a Unity Bank Instant Access account, the Council intends to also open a Business Current account with the bank with a view to moving away from Lloyds and using Unity for all main accounting transactions in the future.

We have checked and agreed the first half-yearly PWLB loan repayment instalments as part of our payment review by reference to the relevant PWLB demand notice: we will check the second half-yearly repayment, also ensuring the accurate disclosure of the residual loan liability repayable to PWLB as at 31st March 2025 by reference to the UK Debt Agency notification of the year-end outstanding balance(s) at our final review visit.

#### **Conclusions**

Corsham TC: 2024-25 First interim

No issues arise in this area warranting formal comment or recommendation currently: we shall continue to monitor the accurate recording of bank interest and also the impact of opening a Unity Deposit account at future review visits.