



**Town Clerk & RFO: Miss Dee Smith**  
**Vice Chairman: Councillor Helen Atkinson**  
**Tel/Fax: 01642 551171**  
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**[www.billingham-tc.gov.uk](http://www.billingham-tc.gov.uk)**

**Billingham Library & Customer  
Service Centre**  
**Billingham**  
**TS23 2LN**

**TO: All members of the Finance & General Purposes Committee**

**You are summoned to attend the next meeting of the Finance & General Purposes Committee to be held on Tuesday 16<sup>th</sup> July 2024 at 6.30pm, in Meeting Room C, Billingham Library & Customer Service Centre.**

**AGENDA**

**1. CHAIRMAN'S ANNOUNCEMENTS**

**2. APOLOGIES FOR ABSENCE**

To receive any apologies for absence.

**3. DECLARATIONS OF INTEREST**

Members to inform the Chairman of the Committee of any Declarations of Interest for matters set out within this agenda.

**4. PUBLIC PARTICIPATION**

In accordance with section 3 (f) of the BTC Standing Orders, members of the public present may address the Council or Committee at this point on the agenda. The Council/Committee reserves the right to respond or debate the issue at a later date.

No questions have been received at the time of preparation of this agenda.

**5. MINUTES OF FINANCE & GENERAL PURPOSES COMMITTEE MEETING HELD ON 18<sup>th</sup> June 2024**

To approve the above minutes as a true and accurate record (see appendix A – Draft minutes 18<sup>th</sup> June 2024).

**6. PAYMENTS & RECEIPTS LISTS**

- (i) To approve the list of payments to creditors for June 2024 for the main account (see appendix B).
- (ii) To approve the list of payment to creditors for June 2024 for the cafe accounts (see appendix C).
- (iii) To approve the staffing costs for June 2024 (see appendix D – Staffing costs).
- (vi) To note the income received for June 2024 (see appendix E – Income Received).
- (vi) Members are provided for information, with the bank reconciliation for all accounts up to 30<sup>th</sup> June 2024 (see appendix F – Bank Reconciliations).

**7. CAFÉ IN THE PARK – PROFIT & LOSS REPORT**

Members are provided with a profit and loss report for the Café in the Park, up to 30<sup>th</sup> June 2024 (see appendix G – Profit & Loss).

**8. INCOME & EXPENDITURE**

Members are provided with a profit and loss report for the Café in the Park, up to 30<sup>th</sup> June 2024 (see appendix H – Income & Expenditure).

**Miss Dee Smith**  
**Town Clerk/RFO to Billingham Town Council**  
**9<sup>th</sup> July 2024**

**PLEASE BE ADVISED:**

With the exception of any item identified above as containing exempt or confidential information under the Local Government Act 1972 Section 100A(4), members of the public are entitled to attend this meeting and/or have the access to the agenda papers. These can be found on the Town Council website [www.billingham-tc.gov.uk](http://www.billingham-tc.gov.uk)

Filming, Photographing or Audio Recording of the Town Council meeting may take place. The Town Council accepts no liability for any material created by those filming, photographing, or recording the meeting.

Persons wishing to obtain any further information on this meeting, including the opportunities available for a member of the public to speak at the meeting or for details of access to the meeting for people with disabilities, please contact Miss Dee Smith, Town Clerk via [dee.smith@billingham-tc.gov.uk](mailto:dee.smith@billingham-tc.gov.uk) or telephone 01642 551171.

**BILLINGHAM TOWN COUNCIL**  
**Draft Minutes of the Finance & General Purposes Committee Meeting**  
**held on Tuesday 18<sup>th</sup> June 2024 at 6.30 p.m.**  
**at Billingham Library & Customer Service Centre**

**Present: Councillor** Adam Gilbert  
Guy Snead  
Colin Leckonby  
Jim Scollen  
Clare Gamble  
Marc Besford  
Helen Atkinson

**Official:** Miss Dee Smith, Town Clerk/RFO

**Apologies:** Cllr A McCoy - Personal  
Cllr G McCall – No apologies received

**21/24 CHAIRMAN'S ANNOUNCEMENT**

The usual rules about housekeeping were made

**22/24 DECLARATIONS OF INTEREST**

There were no declarations on this occasion.

**23/24 PUBLIC PARTICIPATION TIME**

There were no public present or questions on this occasion.

**24/24 MINUTES OF FINANCE & GENERAL PURPOSES MEETING HELD ON  
16<sup>th</sup> April 2024**

Members were asked to approve the above minutes.

**RESOLVED**

That the minutes of the above meeting held on 16<sup>th</sup> April 2024, a copy of which has previously been circulated to each member, be approved, and signed as a correct record by the Chairman.

**Signed..... Date .....**  
**Chairman to Billingham Town Council**



**25/24**

**PAYMENTS & RECEIPTS LISTS**

Members were asked to approve the following:

- (i) Payments to creditors for April & May 2024 for the main account.
- (ii) Payments to creditors for April & May 2024 for the cafe account.
- (iii) Staffing costs for April & May 2024.
- (vi) To note the income received for April & May 2024.
- (vii) Members were provided for information, with the bank reconciliation for all accounts up to 31<sup>st</sup> May 2024.

**RESOLVED**

- a. Members approved the above reports.
- b. Councillor Besford checked and signed the bank reconciliations.

**26/24**

**CAFÉ IN THE PARK – PROFIT & LOSS REPORT**

Members were presented with a profit and loss report for the Café in the Park, up to 31<sup>st</sup> May 2024.

**RESOLVED**

Information duly noted.

**27/24**

**GRANT FUNDING**

- a. Members were asked to consider the a grant funding request from Billingham Town Football Club towards the refurbishment of the committee room/café and the home/away changing rooms for £500.
- b. Members were asked to consider the a grant funding request from Art 4 Fun/Wellbeing Group towards providing arts and games for £500.
- c. Members were asked to consider the attached grant funding request from Mums in Recovery Support Group towards arts and crafts, refreshments, provision for mindfulness, reiki etc £500.

**RESOLVED**

- i. Members approved the grant funding of £500 to Billingham Town Football Club subject to a plaque/notice be installed to say funded by Billingham Town Council.
- ii. Members were unsure of what funding was requested therefore, delegation was given to the Town Clerk to speak to the applicant and approve funding up to £500.

Signed..... Date .....  
Chairman to Billingham Town Council

- iii. Members approved the grant funding of £500 to the Mums in Recovery Support Group.

**28/24 SPONSORSHIP**

Members were asked to consider the a sponsorship request from Elite Strongman Promotions for £3000 for the Strongman/Strongwoman competition at the Billingham Show.

**RESOLVED**

To approve sponsorship of £3000.

**29/24 BABY & TODDLER GROUP**

Members are asked to consider the a proposal for the set up costs for a Baby & Toddler group at the Café in the Park, for £1000.

The Town Clerk advised that the group would be facilitated by the Business Support Manager.

**RESOLVED**

To approve the spend of £1000 towards the set up costs for the above group, however, teas/coffees not to be provided.

**30/24 BILLINGHAM SPORTS HUB CONSULTATION**

Members are asked consider a response to the above consultation.

**RESOLVED**

- a. To encourage all members of the Town Council to attend the drop in session at Bede College on the 19<sup>th</sup> June 2024.
- b. To refer this matter to Full Council on 25<sup>th</sup> June 2024 to consider a response.

The meeting concluded at 7.33 pm with Councillors Atkinson, Besford, Gamble, Gilbert, Leckonby, Snead and Scollen present.

Signed..... Date .....  
Chairman to Billingham Town Council

Billingham Town Council Current Year

PURCHASE DAYBOOK

Creditors for Month No 3

Order by Supplier A/c

		Nominal Ledger Analysis									
Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/c	Centre	Amount	Analysis Description
26/06/2024	250624		ARGOS	A002	63.65	12.73	76.38	4232	100	63.65	Tower fans
06/06/2024	3572480001173		ASDA	A007	165.60	0.75	166.35	4235	100	165.60	Food stock FP
								336		-165.60	Food stock FP
								6000	100	165.60	Food stock FP
12/06/2024	3632442002246		ASDA	A007	168.04	4.80	172.84	4235	100	168.04	Food stock FP
								336		-168.04	Food stock FP
								6000	100	168.04	Food stock FP
27/06/2024	3782431000805		ASDA	A007	187.00	0.00	187.00	4235	100	187.00	Food stock FP
								336		-187.00	Food stock FP
								6000	100	187.00	Food stock FP
01/06/2024	7162432000457		ASDA	A007	160.85	0.00	160.85	4235	100	160.85	Food stock FP
								336		-160.85	Food stock FP
								6000	100	160.85	Food stock FP
21/06/2024	7382432000084		ASDA	A007	161.48	4.92	166.40	4235	100	161.48	Food stock FP
								336		-161.48	Food stock FP
								6000	100	161.48	Food stock FP
07/06/2024	070624		ALDI	A012	6.00	0.00	6.00	4235	100	6.00	Food stock S & S
								327		-6.00	Food stock S & S
								6000	100	6.00	Food stock S & S
21/06/2024	210624		ALDI	A012	6.00	0.00	6.00	4235	100	6.00	Food stock S & S
								327		-6.00	Food stock S & S
								6000	100	6.00	Food stock S & S
28/06/2024	280624		ALDI	A012	4.50	0.00	4.50	4235	100	4.50	Food stock S & S
								327		-4.50	Food stock S & S
								6000	100	4.50	Food stock S & S
01/06/2024	298575		ASPIRE	A013	1,044.15	208.82	1,252.97	4191	100	1,044.15	Microsoft & licenses June 24
24/06/2024	7195		ABR	A032	260.00	52.00	312.00	4240	100	260.00	Annexe roof repairs
04/06/2024	GB2XVGLABEL		AMAZON BUSINESS	A043	19.20	3.84	23.04	4240	100	19.20	Pressure sprayer



Billingham Town Council Current Year

PURCHASE DAYBOOK

05/07/2024

08:40

Creditors for Month No 3

Order by Supplier A/c

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	Nominal Ledger Analysis			Analysis Description
								A/C	Centre	Amount	
03/06/2024	GB42WN9HABEI		AMAZON BUSINESS	A043	197.49	39.51		320	100	-19.20	Pressure sprayer
19/06/2024	GB43B1H9ABEI		AMAZON BUSINESS	A043	12.66	2.53		6000	100	19.20	Pressure sprayer
25/06/2024	GB43FLVFABEI		AMAZON BUSINESS	A043	9.30	1.86	237.00	4420	110	197.49	Padded folding chairs
25/06/2024	GB43FR46ABEI		AMAZON BUSINESS	A043	15.75	3.15	15.19	4376	110	12.66	Dog show award
26/06/2024	GB43GJ2GABEI		AMAZON BUSINESS	A043	25.17	5.06	11.16	4170	100	9.30	Punched pockets
05/06/2024	AG98100		AGRIGEM	A046	65.74	13.15	18.90	4280	100	15.75	Photocopier paper
							30.23	4170	100	25.17	Stationery
							78.89	4240	100	65.74	Weed killer
								320		-65.74	Weed killer
								6000	100	65.74	Weed killer
07/06/2024	RK030		SILVER	B018	450.00	0.00	450.00	4378	110	450.00	Band - D Day event
24/06/2024	240624		FOOTBALL	B038	500.00	0.00	500.00	4250	100	500.00	Grant F & GP June 24
20/06/2024	21-25		CDALC	C005	60.00	0.00	60.00	4120	100	60.00	Training D Smith
25/06/2024	250624		CAFE	C012	1,000.00	0.00	1,000.00	4232	100	1,000.00	Cafe contingency
03/06/2024	2744		CORE	C028	285.00	57.00	342.00	4378	110	285.00	Security D Day event
15/06/2024	31092637		CANVA	C033	10.99	0.00	10.99	4200	100	10.99	Subs June 24
20/06/2024	200624		EE	E001	12.50	2.50	15.00	4180	100	12.50	Mobile V Lloyd June 24
02/06/2024	2231915612		EE	E001	56.91	11.38	68.29	4180	100	56.91	2 x mobiles June 24
22/06/2024	26524256		EDF	E002	159.14	7.96	167.10	4240	100	159.14	Electric 21.05 to 20.06.24
22/06/2024	26582520		EDF	E002	17.29	0.86	18.15	4240	100	17.29	Gas 21.05 to 20.06.24
04/06/2024	09-2024		STRONG	E022	750.00	0.00	750.00	4225	105	750.00	Strongman woman comp
01/06/2024	4907		FARE	F018	100.00	0.00	100.00	4235	100	100.00	Subs May 24
								336		-100.00	Subs May 24
								6000	100	100.00	Subs May 24
15/06/2024	5080		FARE	F018	100.00	0.00	100.00	4235	100	100.00	Subs June 24
								336		-100.00	Subs June 24
								6000	100	100.00	Subs June 24
06/06/2024	060624		GOVUK	G013	18.00	0.00	18.00	4110	100	18.00	DBS - V lloyd
04/06/2024	V13018896		GOVUK	G013	18.00	0.00	18.00	4110	100	18.00	DBS - K Minza

Order by Supplier A/c											
Creditors for Month No 3				Nominal Ledger Analysis							
Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
14/06/2024	V13039698		GOVUK	G013	18.00	0.00	18.00	4110	100	18.00	DBS - E Henderson
19/06/2024	00016861344		ICO	I002	55.00	0.00	55.00	4200	100	55.00	DPA 24/25
01/06/2024	149412		LIVING	L005	137.00	27.40	164.40	4200	100	137.00	Subs 24/25
11/06/2024	3333		MEDICS	M002	172.00	0.00	172.00	4378	110	172.00	Medical D Day event
03/06/2024	17361		MARSHALL	M011	100.00	20.00	120.00	4240	100	100.00	Gas boiler service
18/06/2024	8585		MIDLAND	M029	7.49	1.50	8.99	4375	110	7.49	Armed forces flag
24/06/2024	240624		MUMS	M030	500.00	0.00	500.00	4250	100	500.00	Grant F & GP June 24
27/06/2024	29230337		NISBETS	N006	100.19	20.03	120.22	4240	100	100.19	Cleaning materials
28/06/2024	29238763		NISBETS	N006	1.69	0.33	2.02	4240	100	1.69	Cleaning materials
05/06/2024	246033556		INFINITE	O017	11.66	2.33	13.99	4376	110	11.66	Award ribbons
29/06/2024	2757784		PPLPRS	P021	432.61	86.52	519.13	4240	100	432.61	Licence 24/25
06/06/2024	16175		RES	R016	136.00	27.20	163.20	4378	110	136.00	Barriers D Day event
01/06/2024	0844		STONEHOUSE	S001	25.00	5.00	30.00	4191	100	25.00	Payroll June 24
07/06/2024	100010877		SBC	S015	1,000.00	200.00	1,200.00	4255	100	1,000.00	CCTV Windlestone Rd
20/06/2024	100011161		SBC	S015	70.00	0.00	70.00	4171	100	70.00	Room hire Com Centre
18/06/2024	1624A1816170114		SCREWFIX	S035	174.17	34.83	209.00	4420	110	174.17	Pressure washer
07/06/2024	516596		TEES ACTIVE	T009	77.25	0.00	77.25	4171	100	77.25	Room Hire Forum May 24
11/06/2024	9183322		VINYL	V005	121.38	0.00	121.38	4376	110	121.38	Show banners
02/06/2024	19444345		XERO	X001	35.00	7.00	42.00	4191	100	35.00	Old payroll June 24
TOTAL INVOICES					9,284.85	864.96	10,149.81	9,284.85			
VAT ANALYSISCODE F @ 5.00%					176.43	8.82	185.25				
VAT ANALYSISCODE OTS @ 0.00%					807.15	0.00	807.15				
VAT ANALYSISCODE S @ 20.00%					4,280.65	856.14	5,136.79				
VAT ANALYSISCODE Z @ 0.00%					4,020.62	0.00	4,020.62				
TOTALS					9,284.85	864.96	10,149.81				



Appendix C

Date: 03/07/2024

Billingham Cafe

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Time: 14:21

Cashbook 1

User: DEE

Current Bank A/c

For Month No: 3

Payments for Month 3

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/06/2024	Aldi stores	TRANSFER	61.48		0.49	4100	100	60.99	Food stock
01/06/2024	Aldi stores	TRANSFER	12.34			4100	100	12.34	Food stock
01/06/2024	Makro Ltd	TRANSFER	443.92		52.05	4100	100	391.87	Food stock
03/06/2024	Asda	TRANSFER	8.63			4100	100	8.63	Food stock
03/06/2024	Aldi stores	TRANSFER	39.24		0.28	4100	100	38.96	Food stock
03/06/2024	Cafe Vinchi	SO	108.00		18.00	4181	100	90.00	Machine rental June 24
04/06/2024	Gbix it	BACS	64.50		10.75	4140	100	53.75	Broadband June 24
04/06/2024	Nesbits	BACS	84.55		14.09	4110	100	70.46	Cleaning products
05/06/2024	Asda	TRANSFER	25.00			4100	100	25.00	Food stock
05/06/2024	Aldi stores	TRANSFER	125.32		0.57	4100	100	124.75	Food stock
10/06/2024	Aldi stores	TRANSFER	13.05			4100	100	13.05	Food stock
10/06/2024	Nesbits	BACS	8.50		1.41	4110	100	7.09	Toilet cleaner
10/06/2024	Nesbits	BACS	191.98		31.99	4100	100	159.99	Ice cream mix
11/06/2024	Asda	TRANSFER	9.00			4100	100	9.00	Food stock
11/06/2024	Aldi stores	TRANSFER	129.27		0.85	4100	100	128.42	Food stock
14/06/2024	Asda	TRANSFER	4.79			4100	100	4.79	Food stock
15/06/2024	Smarty	TRANSFER	20.00			4140	100	20.00	Mobile data June 24
17/06/2024	Aldi stores	TRANSFER	4.50			4110	100	4.50	Food stock
17/06/2024	Daisy Communications Ltd	BACS	39.61		6.60	4140	100	33.01	Telephone June 24
17/06/2024	Makro Ltd	TRANSFER	413.14		16.12	4100	100	397.02	Food stock
19/06/2024	Aldi stores	TRANSFER	11.10			4100	100	11.10	Food stock
19/06/2024	DOMO Brands Ltd	TRANSFER	42.99		7.17	4180	100	35.82	Electric grill
21/06/2024	Asda	TRANSFER	15.33			4100	100	15.33	Food stock
21/06/2024	Aldi stores	TRANSFER	7.04			4100	100	7.04	Food stock
21/06/2024	J & B Recycling	DD	36.79		6.13	4125	100	30.66	Recycling June 24
24/06/2024	Aldi stores	TRANSFER	133.31		0.57	4100	100	132.74	Food stock
24/06/2024	Cafe Vinchi	BACS	112.80			4100	100	112.80	Coffee
26/06/2024	Aldi stores	TRANSFER	12.55			4100	100	12.55	Food stock
26/06/2024	Promart Private Ltd	TRANSFER	4.68		0.78	4110	100	3.90	Gloves

Total Payments for Month

2183.41

0.00

167.85

2015.56

0.00

167.85

STAFFING PAYMENTS HAVE BEEN REDACTED

## APPENDIX D

### **BILLINGHAM TOWN COUNCIL** **STAFFING COSTS**

June 2024	Payee	Amount
BACS	Staffing Team salaries, HM Revenue & Customs and Teesside Pensions Fund	£18107.64

Date: 05/07/2024

## Billingham Town Council Current Year

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Time: 09:24

## Cashbook 1

User: DEE

Lloyds Treasurers

For Month No: 3

## Receipts for Month 3

## Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		352,949.14					352,949.14	
bacs	Banked: 04/06/2024	553.29						
bacs	CCLA	553.29			1090	100	553.29	Interest May 24
bacs	Banked: 05/06/2024	40.00						
bacs	Show Stallholder	40.00			1998	100	40.00	1 x table
bacs	Banked: 06/06/2024	333.70						
bacs	Northfield School	333.70			1999	100	333.70	Donation to Food Pantry
bacs	Banked: 12/06/2024	40.00						
bacs	Show Stallholder	40.00			1998	100	40.00	1 x table
500178	Banked: 13/06/2024	40.00						
500178	Show Stallholder	40.00			1998	100	40.00	1 x table
bacs	Banked: 26/06/2024	40.00						
bacs	Show Stallholder	40.00			1998	100	40.00	1 x table
Total Receipts for Month		1,046.99	0.00	0.00			1,046.99	
Cashbook Totals		353,996.13	0.00	0.00			353,996.13	

Continued on Page 157



## Billingham Town Council Current Year

Bank - Cash and Investment Reconciliation as at 30 June 2024

### Confirmed Bank & Investment Balances

#### Bank Statement Balances

30/06/2024	Lloyds Treasurers	331,951.43	
30/06/2024	Lloyds Deposit	82,181.47	
30/06/2024	Petty Cash	55.10	
			414,188.00

#### Other Cash & Bank Balances

124,999.00

539,187.00

#### Receipts not on Bank Statement

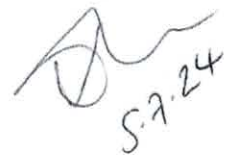
0.00

#### Closing Balance

539,187.00

#### All Cash & Bank Accounts

1	Lloyds Treasurers	331,951.43
2	Lloyds Deposit	82,181.47
3	Petty Cash	55.10
	Other Cash & Bank Balances	124,999.00
	<b>Total Cash &amp; Bank Balances</b>	<b>539,187.00</b>

 5.7.24

Date: 03/07/2024

Billingham Cafe

Page 1

Time: 15:46

Bank Reconciliation Statement as at 30/06/2024  
for Cashbook 1 - Current Bank A/c

User: DEE


<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Bank A/c	30/06/2024		2,480.00
			<u>2,480.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			2,480.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			2,480.00
		Balance per Cash Book is :-	2,480.00
		Difference is :-	0.00

Signatory 1:

Name

D Smith

Signed



Date

3-7-24

Signatory 2:

Name

Signed

Date

03/07/2024

**Billingham Cafe**

Page 1

15:49

**Detailed Profit and Loss Account - Excluding Stock Movement****Month 3 Date 30/06/2024**

		<u>Month Actual</u>	<u>YTD Actual</u>
<u>Account</u>	<u>Sales/Income</u>		
1000	Cafe Sales	4,426	11,231
1999	Other Income	1,000	6,075
	<b>Total Sales/Income</b>	<b>5,426</b>	<b>17,305</b>
<u>Account</u>	<u>Indirect/Overhead Expenditure</u>		
4000	Café Staff Salary	4,025	11,154
4100	Stock Food/Drink	1,666	4,469
4110	Stock non Food/Drink	86	365
4125	Cafe Running Costs	31	178
4140	Telephone & Broadband	107	320
4180	Equipment & Furnishings	36	187
4181	Machine Rental	90	270
4200	Square Costs	48	135
	<b>Total Indirect/Overhead Expenditure</b>	<b>6,088</b>	<b>17,077</b>
	<b>Operating Profit</b>	<b>(662)</b>	<b>228</b>
	<b>% Operating Profit</b>	<b>-12.20%</b>	<b>1.32%</b>



05/07/2024

## Billingham Town Council Current Year

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## Detailed Income &amp; Expenditure by Budget Heading 30/06/2024

Month No: 3

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Administration</u>								
1076 Precept	0	334,201	334,201	0			100.0%	
1090 Interest Received	647	1,911	0	(1,911)			0.0%	
1998 Show Income	160	6,640	0	(6,640)			0.0%	
1999 Other Income	334	614	0	(614)			0.0%	
Administration :- Income	<b>1,141</b>	<b>343,365</b>	<b>334,201</b>	<b>(9,164)</b>			<b>102.7%</b>	<b>0</b>
4000 Staff Salary	10,477	32,380	132,500	100,120		100,120	24.4%	
4010 Pension	2,506	7,519	35,000	27,481		27,481	21.5%	
4020 Employers NI	1,099	3,292	18,000	14,708		14,708	18.3%	
4100 Travel Expenses	0	0	1,000	1,000		1,000	0.0%	
4110 Staff Expenses	54	1,085	1,500	415		415	72.4%	
4115 Volunteer Expenses	0	0	200	200		200	0.0%	
4120 Training -Staff	60	180	200	20		20	90.0%	
4121 Training - Members	0	0	500	500		500	0.0%	
4122 Training - Volunteers	0	0	100	100		100	0.0%	
4140 Audit Fees	0	275	1,650	1,375		1,375	16.7%	
4141 Accounts Support	0	3,250	3,700	450		450	87.8%	
4160 Insurance	0	965	2,200	1,235		1,235	43.9%	
4170 Postage & Stationery	34	70	1,000	930		930	7.0%	
4171 Room Hire	147	147	500	353		353	29.4%	
4180 Telephone & Broadband	69	208	1,400	1,192		1,192	14.9%	
4191 IT & Software	1,104	3,318	14,000	10,682		10,682	23.7%	
4192 Website	0	0	450	450		450	0.0%	
4195 Office Equipment	0	30	500	470		470	5.9%	
4200 Memberships & Subscriptions	203	2,951	5,060	2,109		2,109	58.3%	
4210 Books/Literature	0	0	50	50		50	0.0%	
4215 Town Crier	0	0	500	500		500	0.0%	
4220 Subsidies	0	15,000	15,000	0		0	100.0%	
4221 Chairmans Allowance	0	50	1,000	950		950	5.0%	
4232 Cafe Contingency	1,117	6,923	30,000	23,077		23,077	23.1%	
4235 Cafe Projects	1,059	2,733	0	(2,733)		(2,733)	0.0%	2,733
4240 Annexe Running Costs	1,156	1,923	8,000	6,077		6,077	24.0%	129
4250 Grants Paid	1,000	1,000	5,000	4,000		4,000	20.0%	
4255 Community Ward Fund	1,000	1,024	3,200	2,176		2,176	32.0%	
4260 Rent	0	2,500	10,000	7,500		7,500	25.0%	
4280 Photocopier	16	250	1,000	750		750	25.0%	
4300 Advertising	0	0	6,000	6,000		6,000	0.0%	
4999 Sundry Expenses	0	(63)	0	63		63	0.0%	
Administration :- Indirect Expenditure	<b>21,103</b>	<b>87,013</b>	<b>299,210</b>	<b>212,197</b>	<b>0</b>	<b>212,197</b>	<b>29.1%</b>	<b>2,862</b>
<b>Net Income over Expenditure</b>	<b>(19,962)</b>	<b>256,353</b>	<b>34,991</b>	<b>(221,362)</b>				
6000 plus Transfer from EMR	1,144	2,862						
<b>Movement to/(from) Gen Reserve</b>	<b>(18,818)</b>	<b>259,215</b>						

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## Detailed Income &amp; Expenditure by Budget Heading 30/06/2024

Month No: 3

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>105 Grants &amp; Subsidies</b>								
1077 LCTS Grant	0	23,509	23,509	0			100.0%	
Grants & Subsidies :- Income	<u>0</u>	<u>23,509</u>	<u>23,509</u>	<u>0</u>			<u>100.0%</u>	<u>0</u>
4225 Sponsorship	750	750	25,000	24,250		24,250	3.0%	
Grants & Subsidies :- Indirect Expenditure	<u>750</u>	<u>750</u>	<u>25,000</u>	<u>24,250</u>	<u>0</u>	<u>24,250</u>	<u>3.0%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>(750)</u>	<u>22,759</u>	<u>(1,491)</u>	<u>(24,250)</u>				
<b>110 Events</b>								
4350 Easter Event	0	0	2,000	2,000		2,000	0.0%	
4360 Summer Event	0	0	5,000	5,000		5,000	0.0%	
4370 Halloween Event	0	0	2,000	2,000		2,000	0.0%	
4375 Remembrance	7	7	0	(7)		(7)	0.0%	
4376 Billingham Show	146	729	2,000	1,271		1,271	36.5%	
4378 D Day	1,043	1,067	3,000	1,933		1,933	35.6%	
4380 Christmas & Carol Service	0	0	10,000	10,000		10,000	0.0%	
4420 Infrastructure	372	372	1,500	1,128		1,128	24.8%	
Events :- Indirect Expenditure	<u>1,568</u>	<u>2,175</u>	<u>25,500</u>	<u>23,325</u>	<u>0</u>	<u>23,325</u>	<u>8.5%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>(1,568)</u>	<u>(2,175)</u>	<u>(25,500)</u>	<u>(23,325)</u>				
<b>120 Projects</b>								
4435 Sunday Lunch Service	0	649	8,000	7,351		7,351	8.1%	
4510 Public Realm	0	3,900	0	(3,900)		(3,900)	0.0%	
Projects :- Indirect Expenditure	<u>0</u>	<u>4,549</u>	<u>8,000</u>	<u>3,451</u>	<u>0</u>	<u>3,451</u>	<u>56.9%</u>	<u>0</u>
<b>Net Expenditure</b>	<u>0</u>	<u>(4,549)</u>	<u>(8,000)</u>	<u>(3,451)</u>				
<b>Grand Totals:- Income</b>	<b>1,141</b>	<b>366,874</b>	<b>357,710</b>	<b>(9,164)</b>			<b>102.6%</b>	
<b>Expenditure</b>	<b>23,421</b>	<b>94,487</b>	<b>357,710</b>	<b>263,223</b>	<b>0</b>	<b>263,223</b>	<b>26.4%</b>	
<b>Net Income over Expenditure</b>	<u><b>(22,280)</b></u>	<u><b>272,387</b></u>	<u><b>0</b></u>	<u><b>(272,387)</b></u>				
plus Transfer from EMR	1,144	2,862						
<b>Movement to/(from) Gen Reserve</b>	<u><b>(21,136)</b></u>	<u><b>275,249</b></u>						