UPTON & NORTH ELMSALL PARISH COUNCIL

The Village Hall, Harewood Lane, Upton, WF9 1JB
(01977) 643283 / 645351 | clerk@uptonandnorthelmsall-pc.gov.uk
admin@uptonandnorthelmsall-pc.gov.uk

To all members of Upton & North Elmsall Parish Council

Date: 30th October 2026

Dear Councillor,

You are hereby summoned to attend an **Extraordinary Meeting of Upton & North Elmsall Parish Council**, called by the Chair of the Council, to be held on **Tuesday 10th November 2026** at **6:30pm** at **The Village Hall, Upton, WF9 1JB**.

If you are **unable to attend**, please submit your apologies for absence, together with the reason, to the Parish Clerk prior to the meeting.

Yours sincerely

Miss Helen Senior
Parish Clerk & RFO

Extraordinary Meeting of Upton & North Elmsall Parish Council

Tuesday 10th November 2026 at 6:30pm at the Village Hall

AGENDA

133. Apologies and Reasons for Absence

133.1. To receive apologies.

133.2. To consider approval of the reasons for absence.

134. Declarations of Interest

134.1. To receive any declarations of interest not already declared under the Council's Code of Conduct or Members' Register of Disclosable Pecuniary Interests.

134.2. To consider separate written applications for dispensation received from Cllrs S Pallett and A Miles in relation to Item 136, seeking permission to remain in the meeting and participate in the discussion and vote, and to determine each application in accordance with Standing Order 13. **(A)**

Note: Although the standard application forms submitted refer to Disclosable Pecuniary Interests under the Localism Act 2011, the interests declared in relation to UNEF are Other Registerable Interests. The applications will therefore be considered in accordance with the Council's Code of Conduct and Standing Order 13.

135. Public Participation

To receive representations, questions or evidence from members of the public in respect of business included on the agenda, in accordance with Standing Order 3.

Note: The public participation period shall not exceed 15 minutes unless otherwise directed by the Chair, with individual speakers limited to a maximum of 3 minutes.

136. Upton and North Elmsall Community Forum (UNEF) – Three-Year Funding Application

To consider UNEF's application for three-year funding towards the core staffing costs of Upton Community Library and Community Hub, having regard to the recommendation of the Finance Committee, UNEF's supporting documentation, the Council's current financial position, General and Earmarked Reserves, the draft 2027/28 budget and indicative precept requirement, existing and anticipated Council expenditure commitments, and all other relevant information contained within the agenda pack; and to determine whether the funding application should be approved or declined and, if approved, the amount, duration, payment arrangements, budget provision and any conditions applicable to the award, including arrangements for a written funding agreement. **(B)**

A

LOCALISM ACT 2011

APPLICATION FOR A DISPENSATION UNDER SECTION 31(4) OF THE LOCALISM ACT 2011 (for a Disclosable Pecuniary Interest (DPI))

Upton + North Elmsall Parish/Town/Community/Village Council

I (name of councillor) Steven Pallett, hereby apply to

Upton + North Elmsall Council for a dispensation for a DPI.

Please describe the nature of your interest:

UNEF Trustee (Charity)

Please indicate whether this dispensation is for you to participate in a discussion only or in discussion and with a vote:

Discussion only	☐
Discussion and vote	☑

Please indicate the period of time that you would like the dispensation for (not exceeding four years): 2 years

Please explain the reason(s) why you are seeking the dispensation:

The issue is of such importance that I feel I must represent my Community in the vital Matter.

Signed: ....

Print name: Cllr Steven Pallett

Date of application: 30.10.26

Please submit this form to the Clerk to Council at least ..... days prior to the council meeting

DECISION :

Dispensation given: YES / NO Length of Dispensation : .....

Date: ..... Minute Number: .....

Signed: ..... Clerk to the Council

A

LOCALISM ACT 2011

APPLICATION FOR A DISPENSATION UNDER SECTION 31(4) OF THE LOCALISM ACT 2011 (for a Disclosable Pecuniary Interest (DPI))

UPTON NORTH ELMSALL ..... Parish/~~Town~~/~~Community~~/~~Village~~ Council

I (name of councillor) ARTHUR MILES ....., hereby apply to

UPTON NORTH ELMSALL PARISH Council for a dispensation for a DPI.

Please describe the nature of your interest:

TRUSTEE OF UNEF. → THE COMMUNITY LIBRARY.
NOTE - I HAVE NO, REPEAT NO, DISCLOSABLE PECUNIARY INTEREST IN UNEF.

Please indicate whether this dispensation is for you to participate in a discussion only or in discussion and with a vote:

Discussion only	☐
Discussion and vote	☑

Please indicate the period of time that you would like the dispensation for (not exceeding four years): 1 YEAR.

Please explain the reason(s) why you are seeking the dispensation:

TO BE ABLE TO ANSWER QUESTIONS & QUERIES FROM COUNCILLORS REF AGENDA ITEM UNEF FUNDING.
COMPLEX MATTER CANNOT BE ADDRESSED BY A SPEECH AT BEGINNING OF MEETING

Signed: .. ..

Print name: ARTHUR MILES

Date of application: 30 OCTOBER 2026

Please submit this form to the Clerk to Council at least ..... days prior to the council meeting

DECISION :

Dispensation given: YES / NO — Length of Dispensation : .....

Date: ..... — Minute Number: .....

Signed: ..... — Clerk to the Council

UPTON & NORTH ELMSALL PARISH COUNCIL
EXTRAORDINARY MEETING OF COUNCIL
Tuesday 10th November 2026

UNEF THREE-YEAR FUNDING APPLICATION

Purpose of Report

To enable Full Council to determine Upton and North Elmsall Community Forum's (UNEF) application for three-year funding towards the core staffing costs of Upton Community Library and Community Hub, taking account of the Finance Committee's recommendation, UNEF's supporting information, the Council's current financial position and reserves, and the updated draft 2027/28 budget and indicative precept requirement.

This report updates and consolidates the information considered by the Finance Committee on 27th October 2026. It does not seek to predetermine Full Council's decision.

Background and Funding Request

UNEF is an independent charitable organisation which has operated Upton Community Library and Community Hub since 2014, following the closure of the former local authority library. UNEF advises that the building now provides a wider range of community services in addition to book lending, including a community café, public computers and internet access, printing and photocopying, room hire, a youth club, community groups and activities, events, health-related services and signposting to other services.

UNEF has historically relied heavily upon trustees and volunteers. Following the loss of a key long-standing volunteer, UNEF secured £20,000 of National Lottery funding which enabled it to employ one General Assistant for 20 hours per week. UNEF advises that this funding is coming to an end and that additional staffing capacity is required to maintain and develop the service.

The proposal is for Parish Council funding towards a staffing structure comprising two General Assistants working 20 hours per week each and one Cleaner working four hours per week. The existing 20-hour employee would become one of the two General Assistants.

Financial Year	Funding Requested
2027/28	£33,937
2028/29	£35,295
2029/30	£36,707
Total	**£105,939**

Correction to Year 1 Funding Figure: Earlier working papers considered by the Finance Committee stated the 2027/28 funding requirement as £33,637. On subsequent verification, this was identified as a £300 transcription error. UNEF's business plan states £33,937 for 2027/28; together with £35,295 for 2028/29 and £36,707 for 2029/30, this correctly totals £105,939. This report therefore uses the corrected Year 1 figure of £33,937 and updates the associated precept modelling. The Finance Committee's recommendation remains as resolved on 27th October 2026; Full Council is asked to consider the corrected figures set out in this report.

Historical Parish Council Support

Historic Parish Council records, UNEF accounts, the former Joint Working Agreement and historic accounting records confirm that the Parish Council provided a total of £225,882 to UNEF between March 2013 and March 2018.

Period	Parish Council Funding
March 2013	£12,882
2013/14	£50,000
2014/15	£43,000
2015/16	£40,000
2016/17	£40,000
2017/18	£40,000
Total	**£225,882**

The former Joint Working Agreement recorded an intention for UNEF's management structure to become self-sustaining, with the longer-term aim of making the venture self-financing as soon as practical. This historic context does not determine the current application but is relevant when considering the scale and nature of previous Parish Council support and the sustainability objectives attached to that support.

UNEF Financial and Sustainability Information

UNEF supplied its grant application, supporting statement, three-year business plan, governing documents, annual accounts and bank statements for consideration by the Finance Committee.

The accounts for the year ended 31st March 2025 recorded total funds carried forward of £51,419, comprising £37,869 unrestricted funds, £2,312 designated funds and £11,238 restricted funds. These are historic accounting balances and do not, by themselves, establish the amount currently available to meet staffing or other operating costs.

Separate information supplied by UNEF recorded library operating costs of approximately £23,160 for April 2025 to March 2026, excluding café costs and wages, of which

approximately £7,282 related to utilities. Café takings of £9,142 and café supplies of £3,326 were also reported for the period; the difference cannot be treated as net profit available for staffing without taking account of other relevant costs.
UNEF's business plan identifies intentions to increase café income, develop room hire, seek external grants, build partnerships, expand community services and strengthen its volunteer base. The Finance Committee considered the organisation's longer-term sustainability and the robustness of the proposed future operating model as part of its deliberations.

The Finance Committee also considered that updated financial information, including 2025/26 accounts and current management information, would be relevant to any future discussions. However, the Committee did not recommend deferring the present decision pending further information; its recommendation is to decline the current three-year proposal and then continue informal engagement with UNEF.

Finance Committee Consideration and Recommendation
At its meeting on 27th October 2026, the Finance Committee gave detailed consideration to the proposal, including the historical funding arrangements, the services provided from the Community Library, the potential community impact if services were lost, youth club provision, UNEF's future sustainability and business plan, the level of historical financial support, the precedent that could be created by funding staffing costs of an external organisation, and the Council's own financial position.

The Committee concluded that the requested funding could not be accommodated within the Council's current financial plans without a substantial further increase to the precept, at a time when the Council is already facing significant increases in the cost of delivering its own services, projects, events and asset-management responsibilities.

The Finance Committee resolved to recommend that Full Council:

- decline UNEF's current three-year funding proposal;
- engage informally with UNEF over the following twelve months to explore the future needs of the Community Library and any financial or non-financial support which the Parish Council may be able to provide; and
- consider any future formal request for support only if and when a new proposal is developed following those discussions.

Updated Council Financial Position
The draft 2027/28 budget has been updated following the Finance Committee meeting. The current working draft shows gross proposed expenditure of £326,792 and projected income excluding the precept of £14,771, giving a net expenditure requirement of £312,021.

The draft currently models £19,282 of School Street Allotments redevelopment expenditure against the existing School Street Earmarked Reserve, reducing the working precept requirement to £292,739 before any Elections Earmarked Reserve is applied. This remains a budget-planning assumption and is subject to the Council's final decisions on the site and the 2027/28 budget.

The Finance Committee has also recommended that any unspent balance remaining within the 2026/27 Elections budget at year end be transferred to an Elections Earmarked Reserve and used towards the anticipated May 2027 election costs. The current working budget models £13,000 for this purpose, which would reduce the indicative 2027/28 precept requirement from £292,739 to £279,739. That transfer has not yet been approved by Full Council and is therefore shown below as a separate scenario.

2027/28 Scenario	Precept Requirement	Indicative Band D*	Increase vs 2026/27
Council budget – before Elections EMR	£292,739	£164.65	15.36%
Council budget + UNEF Year 1	£326,676	£183.73	28.73%
Council budget – if £13,000 Elections EMR approved	£279,739	£157.33	10.24%
Council budget + UNEF Year 1 – if Elections EMR approved	£313,676	£176.42	23.61%

** The 2027/28 Council Tax Base has not yet been confirmed. For planning purposes, the existing modelling tax base of 1,778 Band D equivalents has been used. The comparison uses the 2026/27 precept figure of £253,765 and Band D equivalent of approximately £142.72 shown in the Council's current budget and Finance Committee papers.*

UNEF's Year 1 contribution of £33,937 would add approximately £19.09 per Band D property per year, equivalent to around 37p per week, if funded entirely through the precept. This is the UNEF element alone; the higher percentage figures above reflect the combined effect of the Council's own draft budget and UNEF funding.

General Reserves and Current-Year Capacity

The Detailed Balance Sheet at 30th September 2026 recorded underlying General Reserves of £95,420.

For financial planning purposes, a reserve equivalent to approximately three months of the Council's annual precept would currently amount to £63,441.25, based upon the 2026/27 precept figure of £253,765. On that basis, the £95,420 General Reserve balance

represents approximately £31,978.75 above the three-month working reserve level before taking account of existing and anticipated calls upon General Reserves during the remainder of the financial year.

The Finance Committee expressed concern regarding the remaining level of General Reserves and the limited available headroom for further unbudgeted expenditure during the remainder of 2026/27, and noted that Full Council should remain mindful of the reserve position when considering further expenditure.

On the current working assessment, after taking account of existing and anticipated commitments, if the revised Miners Memorial Garden paving proposal is approved by Full Council, available General Reserve headroom above the three-month working reserve level would reduce to approximately £3,418.75 for the remainder of the 2026/27 financial year. This is a planning figure rather than a forecast year-end balance and will change with the Council's actual income, expenditure and subsequent decisions.

Using General Reserves to support UNEF would reduce the immediate precept requirement but would not remove the cost of an award and would not create recurring income for later instalments of a multi-year commitment. Any use of reserves would therefore need to be considered alongside the Council's financial resilience, cash flow and existing commitments.

Future-Year Commitment

The application is a request for £105,939 over three years, rather than solely a decision about £33,937 in 2027/28. The Council does not yet know its full expenditure, income or tax base for 2028/29 or 2029/30. A three-year commitment would therefore reduce future budget flexibility and would need to be incorporated into later precepts unless another funding source were identified.

Using the current modelling tax base purely for illustration, the UNEF contribution alone would equate to approximately £19.85 Band D in 2028/29 and £20.64 Band D in 2029/30 if funded entirely through the precept. These amounts exclude the Council's own services and expenditure requirements in those years.

Council Grant Policy, Legal Power and Funding Agreement

The Council's normal Grant Scheme is intended primarily for one-off community grants and is not designed to provide ongoing core funding of this scale; awards under the standard scheme are ordinarily subject to a £500 maximum. The UNEF application would therefore need to be treated as a separate funding arrangement rather than an award under the standard Grant Scheme.

The Council has the General Power of Competence and may consider financial support towards the staffing costs of the Community Library and Hub. UNEF would remain the employer of any staff supported through the funding and would remain responsible for recruitment, contracts, payroll, taxation, National Insurance, pensions and all other employment obligations.

If any funding is approved, a written funding agreement should be completed before the first payment is released. The agreement should clearly set out the amount, duration and purpose of the award; payment arrangements; the staffing/services supported; reporting and monitoring requirements; responsibility for employment obligations; treatment of material changes, unspent or misapplied funds; and appropriate repayment or termination provisions.

Decision Required

Full Council is asked to determine UNEF's current three-year funding application, having regard to the Finance Committee's recommendation and all supporting information contained within the agenda pack.

The principal options available are:

- Accept the Finance Committee recommendation: decline the current three-year funding proposal; continue informal engagement with UNEF over the following twelve months; and consider any future formal request only if and when a new proposal is developed following those discussions.
- Approve the full three-year funding request: determine and formally record the amount, duration, funding source, payment arrangements and conditions, including the resulting budget/precept implications.
- Approve an alternative amount or arrangement: determine and formally record the amount, duration, funding source and conditions, with any alternative staffing or service model requiring clear confirmation from UNEF before a funding agreement is finalised.
- If Council approves any financial award, the decision should be sufficiently clear to enable the Clerk & RFO to incorporate the commitment into the relevant budget(s) and prepare an appropriate written funding agreement.

UPTON AND NORTH ELMSALL PARISH COUNCIL

Parish Grant Scheme 2026

Application Form

Name of group	Upton & North Elmsall Community Forum (UNEF)
Main group contact (Full name and title)	
Position in group	Trustee
Address	Upton Library & Community Centre Waggon Lane Upton Pontefract WF9 1JS
Telephone	
E-mail	
Provide a detailed description of the project and who will benefit from it	Please see supporting statement, enclosed
Say how you know there is a need for your request	Please see supporting statement, enclosed

What are the full costs of the project (including VAT if applicable)	£106,000 (over 3 years)
Where is other funding from the project to come from? (Tell us the funder and the amount you expect from them)	Funder National Lottery..... £ 20,000.00 Funder ..... £ ..... Funder ..... £ .....
Please tell us the stage at which your other applications are at, ie just applied, awaiting outcome of application or funding confirmed	National Lottery grant coming to an end.
What contribution to these costs would you like from the parish council?	100%
Is this contribution for a specific element of the project?	This contribution would be to cover staffing costs and support with rising utility bills.
What is the structure of your organisation?	Informal group ☐ Registered Charity ☒ Other ☐x please give details below

Supporting information checklist

	Tick to confirm enclosure
Group constitution or set of rules	✖
Copy of the most recent/audited accounts	✖
Evidence of planning permission (if necessary)	N/A
Quotes for capital items and works over £500	N/A
Six most recent bank account statements	✖
Business plan for the next three years (applications over £5,000)	✖

Please return to:

The Clerk, The Village Hall, Harewood Lane, Upton, Pontefract, WF9 1JB
Email: info@up-ne-parishcouncil.co.uk
Telephone: 01977 643283

Case for Support – UNEF Library and Community Hub

Who we are:

- UNEF has run the local Library and Community Hub since 2014, after Wakefield Council closed local libraries due to financial pressures.
- Volunteer-led for over ten years, the hub is a lifeline in one of the most deprived areas of Wakefield.

What we do:

- **Youth club**: 80+ young people attend weekly sessions.
- **Library services**: 300+ members borrowing books and accessing literacy support.
- **Digital access**: Free WiFi, IT support, affordable printing/photocopying, job search and benefit access.
- **Community groups**: Craft, walking, guitar lessons, coffee mornings and volunteering opportunities.
- **Events & wellbeing**: Senior citizens' Christmas party, children's events, pie and pea socials, NHS use, advice and signposting, Pilates.
- **Facilities**: Café, free parking, community garden, room hire.

Our impact:

- **10,000+ visits annually** across services.
- **100+ seniors supported** to reduce isolation.
- **20+ volunteers** gaining valuable skills and confidence.
- **Essential health, social, and digital access** provided locally.

Why we need support now:

- Loss of a key volunteer has created a gap requiring **paid staffing (20 hrs/week at minimum wage).**
- Rising **utility bills** threaten the hub's ability to stay open.
- Without support, this vital community resource is at risk of closure.

Our request:

- Funding for staffing costs.
- Contribution towards utility bills.

Our promise:

- Parish funding will directly sustain an inclusive, welcoming, and trusted hub.
- We will continue to deliver high-value, community-driven services that improve lives and strengthen our local area.

Supporting Statement – UNEF Library and Community Hub Funding Application

The UNEF Library and Community Hub has been at the heart of our community for over ten years. Since 2014, when Wakefield Council was forced to close all local libraries due to financial pressures, UNEF has taken on full responsibility for running this much-needed facility. We are proud to have sustained and grown this hub as a volunteer-led organisation, ensuring that vital services remain available in our area.

The hub provides a wide range of services and activities that benefit all age groups within our community, including:

- A thriving youth club with over 80 young people attending weekly sessions.
- A library service offering book lending for both adults and children.
- Affordable access to photocopying, printing, computer use, and free WiFi.
- Popular community groups such as craft sessions, a walking group, guitar lessons,Pilates and coffee mornings.
- Regular events including children's Christmas activities, senior citizens' Christmas parties, and community social evenings such as our pie and pea suppers with bingo and raffles.
- NHS use of facilities, community garden projects, and volunteering opportunities.
- A welcoming café offering drinks and snacks, alongside free car parking for visitors.
- Essential signposting, advice, and guidance to local services and organisations.

These services are not only well used but are vital in supporting one of the most deprived areas of Wakefield. The hub provides a safe, accessible, and welcoming environment where people can learn, connect, and thrive.

However, in order to keep the hub open and functioning effectively, we now urgently need financial support. The loss of a key volunteer has created a gap that cannot be filled by goodwill alone. To operate responsibly and sustainably, the facility requires paid staffing for essential tasks such as financial management, supervision, governance, and day-to-day operations. We are therefore requesting funding to cover:

- **Staffing costs:** 20 hours per week at minimum wage.
- **Support with rising utility bills:** to ensure the hub remains warm, safe, and open for all.

While volunteers continue to contribute significantly, the complexity of running the hub and the level of community reliance mean that professional staffing has become indispensable. Without this support, the future of the hub would be at serious risk, leaving our community without a trusted and essential resource.

UNEF remains committed to providing a sustainable, inclusive, and welcoming hub that addresses isolation, supports young people, promotes learning, and strengthens community bonds. We believe that with your help, we can continue to deliver these vital services for many years to come.

UPTON AND NORTH ELMSALL COMMUNITY FORUM (UNEF)

Upton Community Library

Three-Year Business Plan and Funding Request

Prepared for Upton Parish Council
2026-2029

A modest investment to protect and develop a valued community facility in a growing village.

1. Purpose of this Plan

Upton and North Elmsall Community Forum (UNEF) is seeking a three-year funding partnership with Upton Parish Council to provide the core staffing needed to keep Upton Community Library open, stable and professional, and to develop the building as a wider community hub.

The request is for two part-time General Assistants working 20 hours each per week and a Cleaner working four hours per week. Staff would be paid at the real Living Wage set by the Living Wage Foundation, with applicable employer National Insurance and pension costs.

With this support, UNEF intends to: develop the cafe, increase earned income, support volunteers and create staff capacity to attract further funding and services into Upton.

2. Background

When Wakefield Council closed local library provision in approximately 2012, UNEF took responsibility for keeping the Upton library open for local residents. The building remains owned by Wakefield Council and UNEF occupies it at a peppercorn rent of £1 per year.

For around 14 years, the library has continued largely through the commitment of trustees and volunteers, together with income generated by the cafe and other activity.

Upton Parish Council provided financial support for the service during an earlier period. UNEF is grateful for that support, which demonstrated the Parish Council's recognition of the value of retaining a community facility in Upton. Since then, UNEF has sustained the service for many years through volunteering, cafe trading and careful management.

The present proposal offers an opportunity for UNEF and Upton Parish Council to work together again, this time through a three-year partnership designed to provide stability and support future development.

3. More Than a Library

Upton Community Library is now much more than a place to borrow books. It is an accessible local community facility offering:

- A well-stocked community library.
- A community cafe with speciality coffee, sandwiches, salads, toasties, cakes and refreshments.
- Public computers, internet access and digital help.
- A meeting room for hire.
- Pilates, guitar, craft and walking groups and other activities.
- Youth club provision for around 80 young people.
- Women's Institute activity involving around 30 members.
- Health and vaccination provision.
- Police and community engagement.
- Work experience opportunities.
- Information, practical help and signposting to other services.

Approximately 120 people use the library each week, in addition to those attending the youth club, Women's Institute, classes, groups, health services and other activities.

4. Why Support is Needed

UNEF currently has a small panel of trustees, two regular volunteers and one paid employee working 20 hours per week. The library is open Tuesday to Friday.

For a number of years the library benefited from an exceptional level of commitment from a volunteer who effectively provided almost full-time support. Sadly, this volunteer passed away approximately a year ago. Their contribution was invaluable, but UNEF cannot build a sustainable future around the expectation that another person will be able to make the same level of unpaid commitment.

Recruiting skilled volunteers who have the confidence and availability to take on regular public-facing responsibilities is increasingly difficult. Changing working and retirement patterns, including people working later in life, have reduced the number of people able to commit substantial regular hours.

A small core of paid staff is therefore essential to provide a stable, reliable and professional service. Residents, hirers, community groups and partner organisations need to know that the building will be open and that there is a consistent point of contact.

5. Proposed Staffing

UNEF proposes the following simple staffing structure:

Post	Hours	Main Purpose
General Assistant 1	20 per week	Cafe, library, administration, public-facing services and community support
General Assistant 2	20 per week	Cafe, library, administration, public-facing services and community support
Cleaner	4 per week	Maintain a clean and welcoming community facility

The existing 20-hour employee would become one of the two General Assistants, retaining experience and continuity.

The General Assistants would work flexibly across the whole facility rather than being restricted to a single function. This is important in a small community organisation where cafe, library, administration, IT support, room hire, activities and public enquiries all need to be covered.

6. Developing the Cafe and Earned Income

The cafe currently generates approximately £6,000 per year. With two General Assistants and four-day opening, UNEF would have greater capacity to develop the cafe and increase its contribution to the running of the facility.

This could include more consistent opening, improved promotion, developing the food and drink offer and making better use of the cafe alongside meetings, groups and community activities.

The Parish Council funding would therefore not replace UNEF's own income-generating activity. It would provide the staffing foundation that allows UNEF to increase that activity.

7. Supporting Volunteers

Volunteers will continue to be an important part of Upton Community Library, but they should support and add value to the service rather than carry responsibility for keeping the building operating.

UNEF intends to make volunteering more attractive and accessible by offering reasonable travel expenses, free lunch and refreshments while volunteering, flexible hours, clearly defined roles and support from paid staff.

This would enable people to volunteer for realistic periods according to their circumstances and help UNEF build a broader volunteer base over time.

8. Bringing More Funding and Services into Upton

Core staffing would also create something UNEF currently has very little of: time and capacity to develop the charity.

Alongside day-to-day duties, staff could help identify funding opportunities, prepare applications, develop partnerships and bring additional activities and services into the library.

The highly popular youth club, used by around 80 young people, is a good example of what UNEF can achieve when funding is secured for a particular local need.

Over the three-year period UNEF would seek further external funding and partnerships for appropriate activities, which could include children and young people, older residents, health and wellbeing, digital inclusion, social isolation, skills and employability.

This creates a multiplier effect from the Parish Council's investment: core funding provides the stable base from which UNEF can attract additional money, services and opportunities into Upton.

9. Community Need

Upton has expanded substantially over the last 15 years through new housing development, bringing many more households and residents into the village.

Despite this growth, there are very few places within Upton where residents can access this range of everyday community services. The Village Hall is another valued community venue, while Upton Community Library provides a different and complementary offer through its combination of library, cafe, public IT, meeting space, activities, health provision, information and signposting.

The library is particularly valuable because residents can visit during normal daytime opening hours without needing to attend a particular class, group or appointment. They can borrow a book, have a coffee, use a computer, ask for help, meet other people or simply find out what is available locally.

10. Three-Year Funding Request

UNEF is asking Upton Parish Council to fund 100% of the core staffing costs for three years. UNEF would continue to meet the wider building, cafe and operating costs from its own income and other funding.

The current real Living Wage used for this plan is £13.45 per hour. The Year 1 estimate includes applicable employer National Insurance and pension costs. Years 2 and 3 include a planning allowance for increases in pay and employment costs.

Funding Period	Estimated Staffing Cost
Year 1	£33,937
Year 2	£35,295
Year 3	£36,707
Total three-year request	**£105,939**

Average annual investment: approximately £35,300

Equivalent to approximately £679 per week

For approximately £679 per week, Upton Parish Council would help provide the core staffing for a community facility operating four days per week and supporting library services, a cafe, public IT, community groups, health activity, youth provision, information, signposting and wider community use.

11. What the Three-Year Investment Will Achieve

- Establish consistent four-day opening.
- Provide a stable and professional public-facing service.
- Protect and develop the library and community cafe.
- Increase cafe and other earned income.
- Provide a reliable base for community groups and partner organisations.
- Support and recruit additional volunteers.
- Increase room hire and wider use of the building.
- Create staff capacity to identify and apply for external funding.
- Bring additional activities, services and investment into Upton.
- Develop a stronger and more sustainable operating model for the future.

12. Conclusion

Upton Community Library has been maintained for around 14 years through local commitment, volunteering and income generation. It has developed into much more than a library and now provides an important community base in a village that has grown significantly.

UNEF is not proposing a large staffing structure. It is asking for a small core team: two 20-hour General Assistants and four hours of cleaning each week.

At approximately £679 per week, the proposed Parish Council investment would provide the stability needed to maintain a professional four-day service, develop the cafe, support volunteers, attract further funding and bring additional services into Upton.

UNEF therefore respectfully asks Upton Parish Council to support a three-year funding partnership of up to £105,939 for core staffing costs, subject to the actual real Living Wage and statutory employer costs applicable in each year.

LIBRARY COSTS

April 2025 - March 2026 £23160

Of which £7282 are the costs of utilities

There are no cafe costs in this figure .

Also no wages costs .

Cafe takings £9142

Cafe supplies £3326

B

Company Number: 07990661 (England and Wales)
Registered Charity Number: 1171973

UPTON AND NORTH ELMSALL COMMUNITY FORUM

REPORT AND ACCOUNTS

YEAR ENDED 31 MARCH 2025

FRIDAY
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COMPANIES HOUSE

UPTON AND NORTH ELMSALL COMMUNITY FORUM

REPORT AND ACCOUNTS

YEAR ENDED 31 MARCH 2025

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UPTON AND NORTH ELMSALL COMMUNITY FORUM

LEGAL AND ADMINISTRATIVE INFORMATION

YEAR ENDED 31 MARCH 2025

Full Name:	**Upton and North Elmsall Community Forum**
Registered Charity Number:	1171973
Registered Company Number:	07990661
Date of Incorporation:	14 March 2012
Registered office:	Upton Community Library & Learning Centre Waggon Lane Upton Pontefract West Yorkshire WF9 1JS
Directors/Trustees:	S M Pallett A Miles S M Hodson E Bradbury L Pallett
Bankers:	Virgin Money 81 Carlton Street Castleford WF10 1BW
Independent Examiner:	Christopher Stones Community Accountant Barnsley CVS 23 Queens Road Barnsley S71 1AN

UPTON AND NORTH ELMSALL COMMUNITY FORUM

TRUSTEES' REPORT

YEAR ENDED 31 MARCH 2025

The Trustees, who are also the Directors of the charitable company for the purpose of company law, submit their annual report and financial statements for the year ending 31st March 2025.

Structure, governance and management

Upton and North Elmsall Community Forum is a registered charity and a company, limited by guarantee, governed by its Articles of Association, dated March 2012, most recently amended February 2017. The company has no share capital and the liability of each member in the event of winding up is limited to a sum not exceeding £1. The Trustees are responsible for the management of the affairs of the company, for which purpose they may exercise all powers of the company.

The company was registered as a charity with the Charity Commission on 9th March 2017

Appointment of Trustees

Members are admitted at the invitation of the Trustees, upon admission as a member of the charity, a person shall be also appointed as a Trustee. The Board of Trustees must comprise of at least three persons.

Trustees who served during the year, and to the date of signing this report, are listed on page 3.

Trustee Induction & Training

Each new trustee is given a copy of the constitution and the latest trustee's annual report and accounts, on or before appointment. New trustees are given a full induction to the organisation which includes history, organisational structure, ethos, funding streams and policies & procedures.

Related parties

Related party transactions are detailed on page 12 of this report. The trustees consider that there are no other related parties to the charity.

Risk management

The trustees have ultimate responsibility for identifying and managing risk. The main risk to the organisation is the loss of funding to continue the operational running of the charity. The financial position and level of reserves is reviewed at each monthly trustees meeting and funding applications are ongoing. For other areas the charity has a risk management policy which is reviewed regularly by the trustees.

Charitable Objects

The company's objects are to further or benefit the residents of the Parish of Upton & North Elmsall and the neighbourhood, without distinction of sex, sexual orientation, race or of political, religious or other opinions by associating together the said residents and the local authorities, voluntary and other organisations in a common effort to advance education and to provide facilities in the interests of social welfare for recreation leisure time occupation with the objective of improving the conditions of life for the residents.

Public Benefit

In shaping the objectives for the year the trustees have paid due regard to the public benefit guidance published by the Charity Commission.

Overview of the Year

The aims of the Charity are simple, "to enable local community groups to work together, with one objective, the benefit of the entire community, and to help and encourage this aim".
The UNEF Library and Community Hub has been at the heart of our community for over ten years. Since 2014, when Wakefield Council was forced to close all local libraries due to financial pressures, UNEF has taken on full responsibility for running this much-needed facility. We are proud to have sustained and grown this hub as a volunteer-led organisation, ensuring that vital services remain available in our area.

Activities undertaken for the public benefit

The hub provides a wide range of services and activities that benefit all age groups within our community, including:

- A thriving youth club with over 80 young people attending weekly sessions.
- A library service offering book lending for both adults and children.
- Affordable access to photocopying, printing, computer use and free WiFi.
- Popular community groups such as craft sessions, a walking group, guitar lessons and coffee mornings.
- Regular events including children's Christmas activities, senior citizens' Christmas parties and community social evenings as our pie and pea suppers with bingo and raffles.
- NHS use of facilities, community garden projects and volunteering opportunities.
- A welcoming café offering drinks and snacks, alongside free car paring for visitors.
- Essential signposting, advice and guidance to local services and organisations.

These services are not only well used but are vital in supporting one of the most deprived areas of Wakefield. The hub provides a safe, accessible and welcoming environment where people can learn, connect and thrive.

The charity's policy on reserves

Reserves are needed to meet the working capital requirements of the charity and to ensure that the charity is able to meet all statutory obligations if funding is abruptly altered or in the event of winding up. The trustees aim to keep a level of reserves equivalent to 3 months running costs. At the year end, the total reserves, represented by unrestricted funds, stand at £37,869 which exceeds the minimum agreed policy (2024: £38,039). Reserves are high due to unrestricted support grants during the pandemic. These will enable the Charity to stay open and build up it's income levels during the next financial year.

Statement of trustees' responsibilities

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company at the end of the year and of the surplus or deficiency for the year then ended.

In preparing those financial statements, the trustees are required to: select suitable accounting policies and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The trustees are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the company, and enable them to ensure that the financial statements comply with the Companies Act 2006 and the Statement of Recommended Practice, Accounting and Reporting by Charities (SORP 2019). The trustees

are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Exemptions

The directors have taken advantage of the exemptions available to small companies, including the audit exemption.

Financial Position

The financial statements are set out in pages 8 to 14. The Statement of Financial Activities shows a surplus for the year of £5,292 (2024: deficit of £6,475). The total funds at the year-end stand at £51,419 (2024: £46,127). The trustees consider the financial performance of the company during the year and its financial position at the end of the year to be satisfactory.

Small company provisions:

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

The trustees declare that they have approved the report above.

Signed on behalf of the Board of Trustees:

Signed: Date: 16th December 2025

A Miles, Trustee/ Director

REPORT OF THE INDEPENDENT EXAMINER TO THE TRUSTEES OF

UPTON AND NORTH ELMSALL COMMUNITY FORUM

YEAR ENDED 31 MARCH 2025

I report on the accounts of the charity, which are set out on pages 8 to 14.

Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act,
- to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and
- to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
- the accounts have not been prepared in accordance with the Charities SORP (FRS102).

I have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Signed Date: 16th December 2025

Christopher Stones
Community Accountant
Barnsley CVS
23 Queens Road
Barnsley
S71 1AN

UPTON AND NORTH ELMSALL COMMUNITY FORUM

STATEMENT OF FINANCIAL ACTIVITIES
(Incorporating an Income & Expenditure Account)

FOR THE YEAR ENDED 31 MARCH 2025

	Unrestricted Funds £	Designated Funds £	Restricted Funds £	2025 Total Funds £	2024 Total Funds £
Income					
Grants & Donations	74	-	15,814	15,888	1,234
Room Hire	2,700	-	-	2,700	1,545
Library Services	193	-	-	193	190
Catering	11,793	-	-	11,793	10,220
Other Income	12	-	-	12	18
Total Incoming Resources	14,772	-	15,814	30,586	13,207
Expenditure					
Utilities	5,567	-	3,000	8,567	8,430
Insurance	1,710	-	-	1,710	1,632
Repairs & Maintenance	2,165	-	-	2,165	1,500
Equipment	-	-	401	401	528
Office Supplies, Refreshments, Printing &	1,153	-	1,221	2,374	1,077
IT, Internet & Software	601	-	-	601	231
Subscriptions & Licences	251	-	-	251	757
Library Resources	322	-	-	322	-
Activities & Projects	391	-	4,575	4,966	244
Café Supplies	1,638	-		1,638	2,618
Accountancy Fee	725	-	-	725	700
Bank Charges	144	-	-	144	176
Depreciation	-	1,155	-	1,155	1,388
Volunteer Expenses	250	-	-	250	400
Other Expenses	25	-	-	25	1
Total Expenditure	14,942	1,155	9,197	25,294	19,682
Net Income(expenditure)	(170)	(1,155)	6,617	5,292	(6,475)
Total Funds Brought Forward	38,039	3,467	4,621	46,127	52,602
Transfers Between Funds 11	-	-	-	-	-
Total Funds Carried Forward	37,869	2,312	11,238	51,419	46,127

The Statement of Financial Activities includes all gains and losses recognised in the year.

Comparative Figures for prior year expenditure by fund are detailed in note 2 to the accounts (page 11).

UPTON AND NORTH ELMSALL COMMUNITY FORUM

BALANCE SHEET AS @ 31 MARCH 2025

	Note	£	2025 £	£	2024 £
Fixed assets					
Tangible assets	4		2,312		3,467
Current assets					
Debtors		922		-	
Cash at bank and in hand		48,910		43,360	
Total current assets		49,832		43,360	
Current liabilities					
Creditors :					
amounts falling due within one year	3	(725)		(700)	
Net current assets			49,107		42,660
Net assets			51,419		46,127
The funds of the company	10				
Unrestricted funds			37,868		38,039
Designated funds (Fixed Assets)			2,312		3,467
Restricted funds			11,239		4,621
Total funds			51,419		46,127

Exemption from audit

For the year ending 31 March 2025 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- *The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;*
- *The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.*

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The trustees declare that they have approved the accounts above.

Date: 16th December 2025

A Miles, Trustee/ Director

UPTON AND NORTH ELMSALL COMMUNITY FORUM

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2025

1. Accounting policies

Basis of the preparation of the accounts
The financial statements have been prepared in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland ((FRS102), Charities SORP (FRS102)) and the Companies Act 2006. The charity meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value, unless otherwise stated in the relevant accounting policy note(s).

Income and expenditure have been analysed in the accounts using natural classification, in accordance with the provisions of Section 4.6, SORP 2019 (smaller charities). The charity also meets the requirements for exemption from preparing a statement of cash flows.

Going Concern Note
After reviewing the charity's forecasts and projections and its reserves, the trustees have reasonable expectation that the charity has adequate resources to continue in operation for the foreseeable future, albeit on a voluntary basis. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

Incoming resources
All material incoming resources have been included in the Statement of Financial Activities when the charity is entitled to the income, when any performance conditions attached are met, when it is probable that the income will be received and when the amount can be measured reliably.

Donated goods and services
Donated facilities and services are recognised in the accounts, at the amount the charity would pay in the open market for a service equivalent to that being donated, when the charity would otherwise have purchased them and the value can be measured reliably.

Donated goods for the charity's own use are recognised as income, at their fair value.

The contribution of general volunteers is not recognised as income in the charity accounts.

Resources Expended
All expenditure is included on an accruals basis and is recognised as a liability is incurred. The charity is not registered for VAT and accordingly resources expended are shown gross of irrecoverable VAT.

Depreciation
Depreciation is calculated to write down the cost or valuation less estimated residual value of all tangible fixed assets, with a cost exceeding £500, over their expected useful lives. In the year of acquisition, assets are depreciated over the full year. The rates applicable are:

Computer Equipment –	33.333% pa on a straight line basis
Office Equipment -	20% pa on a straight line basis
Furniture, Fixtures & Fittings -	20 %pa on a straight line basis

UPTON AND NORTH ELMSALL COMMUNITY FORUM

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2025

2. Expenditure analysis by fund

	2025 £	2024 £
Unrestricted funds		
Utilities	5,567	5,058
Insurance	1,710	1,632
Repairs & Maintenance	2,165	1,500
Equipment	-	197
Office Supplies, Refreshments, Printing & Telephone	1,153	1,077
IT, Internet & Software	601	231
Subscriptions & Licences	251	757
Library Resources	322	-
Café Supplies	1,638	2,006
Activities and Projects	391	244
Accountancy Fee	725	700
Bank Charges	144	176
Volunteer Expenses	250	400
Other Expenses	25	1
Total	14,942	13,979
Restricted funds		
Salaries Cost	-	-
Utilities	3,000	3,372
Insurance	-	-
Repairs & Maintenance	-	-
Equipment	401	331
Office Supplies,Refreshments, Printing & Telephone	1,221	-
Subscriptions & Licences	-	-
Library Resources	-	-
Activities	4,575	-
Café Supplies	-	612
Bank Charges	-	-
Other Expenses	-	-
Total	9,197	4,315
Designated funds		
Depreciation	1,155	1,388

3. Creditors

	2025 £	2024 £
Creditors/Accruals	725	700
Total	725	700

4. Fixed Assets

	Computer Equipment	Office Equipment	Fixtures & Fittings	Total
Cost	£	£	£	£
as @ 01-Apr-2024	8,341	2,240	10,358	20,939
Additions	-	-	-	-
Disposals	-	-	-	-
as @ 31-Mar-2025	8,341	2,240	10,358	20,939
Depreciation				
as @ 01-Apr-2024	8,341	2,240	6,891	17,472
Disposals	-	-	-	-
Charge this period	-	-	1,155	1,155
as @ 31-Mar-2025	8,341	2,240	8,046	18,627
Net book value				
as @ 31-Mar-2025	-	-	2,312	2,312
as @ 31-Mar-2024	-	-	3,467	3,467

5. Independent examination and accountancy services

During the period, the cost of accounts preparation & independent examination of accounts was £725. (2024: £700).

6. Land & Buildings

A 30-year lease exists between Upton and North Elmsall Community Forum and Wakefield MDC for the use of the community building on Waggon Lane, Upton.

7. Trustees' remuneration, benefits & expenses

Other than reimbursement of items purchased on behalf of the charity, there were no payments, remuneration or benefits made to trustees during this accounting period. (2024: none)

8. Related party transactions

There were no related party payments during this accounting period. (2024: none).

9. Analysis of net assets by fund

	Unrestricted funds £	Designated funds £	Restricted funds £	Total funds £
31 March 2025				
Fixed assets	-	2,312	-	2,312
Current assets	38,594	-	11,238	49,832
Current liabilities	(725)	-	-	(725)
	37,869	**2,312**	**11,238**	**51,419**
31 March 2024:				
Fixed assets	-	3,467	-	3,467
Current assets	38,739	-	4,621	43,360
Current liabilities	(700)	-	-	(700)
	38,039	**3,467**	**4,621**	**46,127**

10. Movement in funds

	Opening balance £	Income £	(Expenditure) £	Fund Transfers £	Closing balance £
Unrestricted Funds					
General Fund	38,039	14,772	(14,942)	-	37,869
Reserve Fund	-	-	-	-	-
Total	38,039	14,772	(14,942)	-	37,869
Designated Funds					
Fixed Assets	3,467	-	(1,155)	-	2,312
Total	3,467	-	(1,155)	-	2,312
Restricted Funds					
Nova - Warm Spaces	2,421	-	(2,421)	-	-
CRT	2,000	-	(2,000)	-	-
Unite	200	-	(200)	-	-
WKF MDC-Youth	-	15,814	(4,575)	-	11,238
Total	4,621	15,814	(9,197)	-	11,238
TOTAL FUNDS	46,127	30,586	(25,294)	-	51,419

11. Fund Transfers

- There were no fund transfers during the current year.

12. Restricted Funds

There are 4 restricted grants.

- Nova – Warm Spaces - £9181.98 grant funding received November 2022, provided to set up a warm space where people in the community can gather for free in a safe, welcoming place and enjoy a hot drink or food. The remainder of this grant was spent during the year.

- CRT – £2000 received October 2022, awarded for chair aerobics. Funding to cover sessional fees for a sports coach/mentor, associated equipment and refreshments. This grant was spent during the year.

- Unite – £500 received December 2022, to support period poverty. Funding to provide sanitary products to those who don't have access to the safe, hygienic menstrual products they need. The remainder of this grant was spent during the year.

- WKF WMDC – Youth Grant, for the running of the youth club, received during the current year £15,814, balance at the end of the year £11,239.

UPTON & NORTH ELMSALL PARISH COUNCIL
The Village Hall, Harewood Lane, Upton, WF9 1JB
(01977) 643283 / 645351 | clerk@uptonandnorthelmsall-pc.gov.uk
admin@uptonandnorthelmsall-pc.gov.uk

MINUTES OF A MEETING OF THE FINANCE COMMITTEE
Held on Tuesday 27th October 2026 at 6:30pm at the Village Hall

Present: Councillor P Atherton
Councillor E MacGregor
Councillor H Owen
Councillor S Spencer – Chair

Helen Senior – Clerk & RFO

Absent: Councillor E Farmer – Vice-Chair

16. Apologies for absence.

16.1. To receive apologies.
RESOLVED: that apologies be received on behalf of Councillor E Farmer.

16.2. To consider approval of the reasons for absence.
RESOLVED: that the reasons for absence be approved on behalf of Councillor E Farmer.

17. Declarations of interest.

17.1. To receive any declarations of interest not already declared under the Council's Code of Conduct or Members' Register of Disclosable Pecuniary Interests.
There were no declarations of interest received.

17.2. To consider any applications for dispensation.
There were no applications for dispensation to consider.

18. To approve and sign the draft minutes of a meeting of the Finance Committee held on Tuesday 28th July 2026.
RESOLVED: that the draft minutes of a meeting of the Finance Committee, held on Tuesday 28th July 2026, be approved as a true record and signed by the Chair.

Signed: _____

19. To receive and scrutinise the Quarter 2 financial position for 2026/27 as at 30th September 2026, including the cashbook reports, balance sheet, budget monitoring report, virements and any actual or potential overspends, and to consider any significant movements since the end of Quarter 1.

Members raised a number of queries in relation to the Quarter 2 financial position, which were addressed by the Clerk & RFO.

RESOLVED: that the Quarter 2 financial position for 2026/27 as at 30th September 2026 be received and noted; and that Full Council be recommended to formally approve that the expenditure incurred in relation to asbestos clearance works at the Community Garden be funded from General Reserves.

20. To receive and scrutinise the completed bank reconciliations and corresponding independent checks for June, July and August 2026, noting the reconciled balances and considering any matters or exceptions arising.

RESOLVED: that the completed bank reconciliations and corresponding independent checks for June, July and August 2026 be received and noted, with no exceptions arising requiring further action.

21. To receive and review the VAT return for Quarter 2 of 2026/27, including the amount reclaimed and confirmation of submission.

RESOLVED: that the Quarter 2 VAT return for 2026/27, including the VAT reclaim of £3,865.26 submitted on 2nd October 2026 and received on 8th October 2026, be received and noted.

22. To review movements in the Council's general and earmarked reserves between 1st July 2026 and 30th September 2026 and consider whether any recommendations should be made to Full Council.

Members reviewed the movements in the Council's general and earmarked reserves and expressed concern regarding the remaining level of General Reserves and the limited available headroom for further unbudgeted expenditure during the remainder of the 2026/27 financial year.

Members noted that Full Council would need to remain mindful of the Council's reserve position when considering any further expenditure.

RESOLVED: that the movements in the Council's general and earmarked reserves between 1st July 2026 and 30th September 2026 be received and noted.

Signed: _____

23. To review the operation of the Council's internal financial controls during Quarter 2, including banking arrangements, online banking, payment authorisation and accounting procedures.

RESOLVED: that the operation of the Council's internal financial controls during Quarter 2 of 2026/27 be reviewed and noted, with no significant weaknesses or exceptions identified requiring further action.

24. To receive and review the initial draft budget for 2027/28, incorporating committee budget requirements, Council services and projects identified by Full Council; to consider projected income, expenditure and reserve requirements; and to establish the Council's indicative baseline budget and precept requirement.

Members reviewed the initial draft budget for 2027/28 and considered the Council's projected income, expenditure and reserve requirements.

Members agreed that the Grants budget should be increased by £1,500, to a total proposed budget of £11,500.

Members also discussed the anticipated costs of the May 2027 Parish Council elections and agreed that any unspent balance remaining within the 2026/27 Elections budget should be retained specifically for this purpose, rather than returning to General Reserves.

RESOLVED: that the 2027/28 Grants budget be increased by £1,500 to a total proposed budget of £11,500; that Full Council be recommended to transfer any unspent balance remaining within the 2026/27 Elections budget at the end of the financial year to an Elections Earmarked Reserve; and that the 2027/28 draft budget be amended accordingly, with the Elections Earmarked Reserve to be utilised towards the anticipated costs of the May 2027 elections.

25. To consider the financial implications and affordability of UNEF's three-year funding proposal, having regard to the Council's own 2027/28 budget requirement established under the preceding item; to consider the resulting impact on the indicative precept, reserves and future-year financial commitments; and to formulate a recommendation to Full Council.

Members gave detailed consideration to UNEF's three-year funding proposal, including the historical funding arrangements, the services currently provided from the Community Library and the potential impact on the community should those services be lost.

Signed: _____

Members considered the youth club provision, the organisation's future sustainability, the information contained within the business plan and the level of historical financial support previously provided. Concerns were also raised regarding the precedent that could be created by the Parish Council funding the staffing costs of an external organisation.

Particular consideration was given to the Council's own financial position. Members noted that the requested funding could not be accommodated within the Council's current financial plans without a substantial further increase to the precept, at a time when the Council was already facing significant increases in the cost of delivering its own services, projects, events and asset management responsibilities.

Members agreed that the current funding proposal should be declined. However, members also considered that the Parish Council should continue to engage informally with UNEF over the following twelve months, with both parties sharing relevant information and exploring all possible options for supporting the future sustainability of the Community Library.

RESOLVED: that Full Council be recommended to:

1. decline UNEF's current three-year funding proposal;
2. engage informally with UNEF over the following twelve months to explore the future needs of the Community Library and any financial or non-financial support which the Parish Council may be able to provide; and
3. consider any future formal request for support only if and when a new proposal is developed following those discussions.

26. To note that the next meeting of the Finance Committee will take place on Tuesday 26th January 2027 at 6:30pm at the Village Hall.

RESOLVED: that the next meeting of the Finance Committee, to take place on Tuesday 26th January 2027 at 6:30pm at the Village Hall, be noted.

In the absence of any further business, the Chair thanked everyone for attending and closed the meeting.

Signed: _____

UNEF FUNDING PROPOSAL

Finance Committee Briefing – Item 25

Purpose of Report

The purpose of this report is to provide the Finance Committee with relevant historical financial context when considering the financial implications and affordability of UNEF's current three-year funding proposal.

The Committee is being asked to consider the effect of the proposal on the Council's budget, precept, reserves and future financial commitments, and to formulate a recommendation to Full Council.

This report does not seek to determine the outcome of the funding request. Its purpose is to ensure that members have the relevant historic financial background available when assessing affordability and value for money.

Historic Parish Council Funding to UNEF

Historic Parish Council records, UNEF accounts and the Council's former Joint Working Agreement have been reviewed alongside historic Rialtas accounting records.

These records confirm that the Parish Council provided a total of £225,882 to UNEF between March 2013 and March 2018.

Period	Parish Council Funding
March 2013	£12,882
2013/14	£50,000
2014/15	£43,000
2015/16	£40,000
2016/17	£40,000
2017/18	£40,000
Total	£225,882

Historic Parish Council documentation also expressly records that the Council had supported the project for five years at a cost of £225,882.

Original Funding Arrangement

The Joint Working Agreement between the Parish Council and UNEF stated that the purpose of UNEF's management structure was to become self-sustaining, with the long-term aim of making the venture self-financing as soon as practical.

The agreement also provided for Parish Council funding of up to £40,000 per annum, together with financial reporting requirements.

Historic correspondence demonstrates that the Parish Council continued to raise the issue of future financial sustainability.

In December 2016, following UNEF receiving a £32,000 Health Lottery award, the then Clerk referred to the original aim of the arrangement becoming self-financing and questioned whether the external funding should assist UNEF in progressing towards that objective.

Earlier correspondence from May 2016 described the Parish Council as having been the main funder of the project from its infancy and sought information from UNEF regarding how it intended to meet future running costs following receipt of external funding.

Cessation of Previous Funding

On 20 March 2017, the Parish Council gave UNEF twelve months' notice under the Joint Working Agreement that the existing funding arrangement would end.

Historic Council records state that the purpose of the notice period was to allow UNEF time to identify alternative sources of funding.

By 2018, the Parish Council was also in a position to provide a book-lending service directly from the Village Hall. Contemporary records estimated that this would produce savings of approximately £30,000 to £34,000 in the first year compared with the previous UNEF arrangement.

The previous funding arrangement therefore ended following:

- five years of substantial Parish Council financial support;
- an established expectation that UNEF would work towards greater financial self-sufficiency;
- a twelve-month notice period; and
- consideration of alternative methods of providing library services.

Current Three-Year Proposal

UNEF is now requesting a total of £105,939 from the Parish Council across the next three financial years.

If the current proposal were approved in full, the combined value of historic and proposed Parish Council support would be:

	Amount
Historic funding, March 2013–March 2018	£225,882
Current three-year proposal	£105,939
Combined total	£331,821

The current proposal may therefore be considered not only as a new three-year financial commitment, but also in the context of the significant historic financial support previously provided by the Parish Council.

Financial Considerations for the Committee

When assessing affordability and formulating its recommendation to Full Council, the Finance Committee may wish to consider:

- the scale of the proposed £105,939 three-year commitment;
- the Council's own projected 2027/28 expenditure and precept requirement;
- the effect of the proposal on the indicative precept;
- whether any element of the proposal would require use of General Reserves;
- the sustainability of committing the Council to expenditure across three financial years;
- the £225,882 of historic Parish Council funding already provided to UNEF;
- the original expectation that the UNEF operation would become increasingly self-financing;
- the financial position and funding model now presented by UNEF;
- the extent of other funding sought, secured or available to UNEF;
- the potential impact of approving a substantial multi-year commitment on the Council's ability to fund its own services, projects and unforeseen expenditure;
- the potential implications for future applications from other local organisations; and
- whether the proposed commitment represents an affordable and proportionate use of Parish Council funds.

Committee Role

The Finance Committee is not being asked to make the final decision on the UNEF proposal. Its role under Item 25 is to assess the financial implications and affordability of the proposal and to formulate a recommendation for consideration by Full Council at the Extraordinary Meeting.

Members are therefore asked to consider the Council's overall financial position, the projected effect of the proposal on the budget and precept, and the relevant historic financial context set out above.

JOINT WORKING AGREEMENT BETWEEN UPTON AND NORTH ELMSALL PARISH COUNCIL AND UPTON AND NORTH ELMSALL COMMUNITY FORUM

The aim of Upton and North Elmsall Parish Council is to help Upton and North Elmsall Community Forum achieve its goal of leasing Upton Library to become 'The Upton and North Elmsall Centre for Learning and Community Development'.

The aim of Upton and North Elmsall Community Forum is to create a management structure that is self-sustaining in terms of running the centre and contributes to the overall wellbeing of the community. They will achieve this by appointing a Centre Manager and other staff reporting to the UNEF Committee as paid employees. The person appointed will be employed to co-ordinate volunteers and work with local groups to identify future funding opportunities. The long term aim of Upton and North Elmsall Community Forum is to make the venture self-financing as soon as practical.

This agreement is to establish what the funding provided by Upton and North Elmsall Parish Council under the Local Government Act 1972 section 137 is to help fund. No more than £40,000.00 will be funded per annum.

At the full Parish Council meeting held 9th July 2014 the following amendment to the Joint Working Agreement was resolved:

Upton and North Elmsall Parish Council will fund the following:

All associated running costs to comply with Local Government Act 1992 Section 137

Upton and North Elmsall Forum must show a quarterly financial forecast showing income and expenditure to the Parish Council. This is what has been previously agreed by both parties concerned. Monies to be paid to Upton and North Elmsall Community Forum is 1st April, 1st July, 1st October, and 1st January in amounts of £10,000.00

An independent representative of the Parish Council is invited to the meetings of Upton and North Elmsall Community Forum other than the two Parish Councillors who are Directors of Upton and North Elmsall Community Forum.

Copies of the yearly audited accounts are given to the Parish Council

The Parish Council have the right to stop its funding at any time but must give twelve months notice in writing of its intention.

Upton and North Elmsall Community Forum to have open meetings to allow the public to attend, not to be included in any private business which requires discussing.

Upton and North Elmsall Community Forum to provide a calendar of dates for meetings

Upton and North Elmsall Community Forum to provide quarterly financial statements to the Parish Council as from the date of the first cheque cashed 4th March 2013 for the Parish Councils financial records and for audit purposes only

This agreement can be reviewed by either party at anytime but any alterations must be fully agreed with the Parish Council at a full Parish Council meeting.

If for any reason the project is terminated by Upton and North Elmsall Community Forum, any surplus monies left in the account to fund the Library the library project must be returned to the Parish Council within a timely manner.

Signed on behalf of Upton and North Elmsall Parish Council

_____Date _____

Position

_____

Signed on behalf of Upton and North Elmsall Community Forum

_____Date _____

Position

_____

Witnessed by

_____Date _____

Position

_____

UPTON & NORTH ELMSALL PARISH COUNCIL

BUDGET 2027-28

Working Forecast 2026/27, Subject to Reconciliation

INCOME

Code	Title	2026-27	Forecast													2027-2028
101	**Administration**	**Budget**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sept**	**Oct**	**Nov**	**Dec**	**Jan**	**Feb**	**Mar**	**TOTAL**	**Variance**	**Proposed Budget**
1176	Precept	253,765.00	126882.50	0.00	0.00	0.00	0.00	126882.50	0.00	0.00	0.00	0.00	0.00	0.00	253,765.00	0.00	
1063	Photocopying & Printing	0.00	0.00	0.10	0.00	0.00	0.00	1.00	0.00	0.00	0.00	0.00	0.00	0.30	1.40	-1.40	1
1190	Bank Interest	1640	0.00	0.00	286.25	0.00	0.00	347.00	0.00	0.00	450.00	0.00	0.00	350.00	1,433.25	206.75	1500
1999	Miscellaneous Income	50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00	0
	SUB TOTAL	**255,455.00**	**126,882.50**	**0.10**	**286.25**	**0.00**	**0.00**	**127,230.50**	**0.00**	**0.00**	**450.00**	**0.00**	**0.00**	**350.30**	**255,199.65**	**255.35**	**1,501.00**
102	**Village Hall**	**Budget**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sept**	**Oct**	**Nov**	**Dec**	**Jan**	**Feb**	**Mar**	**TOTAL**	**Variance**	**Proposed Budget**
1000	Hall Hire	2,120.00	186.00	303.00	614.00	176.00	82.00	420.00	50.00	100.00	50.00	50.00	100.00	50.00	2,181.00	-61.00	2000
1999	Miscellaneous Income	200	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	0
	SUB TOTAL	**2,320.00**	**186.00**	**303.00**	**614.00**	**176.00**	**82.00**	**420.00**	**50.00**	**100.00**	**50.00**	**50.00**	**100.00**	**50.00**	**2,181.00**	**139.00**	**2,000.00**
121	**Harewood Lane Allotments**	**Budget**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sept**	**Oct**	**Nov**	**Dec**	**Jan**	**Feb**	**Mar**	**TOTAL**	**Variance**	**Proposed Budget**
1050	Allotment Rents	2,500.00	1872.00	676.00	104.00	104.00	35.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,791.00	-291.00	2800
1055	Allotment Key Deposits	0.00	0.00	0.00	0.00	50.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00	-75.00	50
	SUB TOTAL	**2,500.00**	**1,872.00**	**676.00**	**104.00**	**154.00**	**60.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**2,866.00**	**-366.00**	**2,850.00**
127	**Stables & Grazing Rent**	**Budget**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sept**	**Oct**	**Nov**	**Dec**	**Jan**	**Feb**	**Mar**	**TOTAL**	**Variance**	**Proposed Budget**
1052	Stable & Grazing Tenancy Income	7,500.00	83.00	642.68	247.00	247.00	308.00	182.00	247.00	247.00	247.00	247.00	247.00	4490.32	7,435.00	65.00	7500
	SUB TOTAL	**7,500.00**	**83.00**	**642.68**	**247.00**	**247.00**	**308.00**	**182.00**	**247.00**	**247.00**	**247.00**	**247.00**	**247.00**	**4,490.32**	**7,435.00**	**65.00**	**7,500.00**
132	**Quarry Lane**	**Budget**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sept**	**Oct**	**Nov**	**Dec**	**Jan**	**Feb**	**Mar**	**TOTAL**	**Variance**	**Proposed Budget**
1061	Lease Income	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00	500.00	0.00	500
	SUB TOTAL	**500.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**500.00**	**0.00**	**0.00**	**500.00**	**0.00**	**500.00**
149	**Cash for Bank**	**Budget**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sept**	**Oct**	**Nov**	**Dec**	**Jan**	**Feb**	**Mar**	**TOTAL**	**Variance**	**Proposed Budget**
1062	Cash Received for Bank	3,655.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,655.00	0
	SUB TOTAL	**3,655.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**3,655.00**	**0.00**
134	**Events**	**Budget**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sept**	**Oct**	**Nov**	**Dec**	**Jan**	**Feb**	**Mar**	**TOTAL**	**Variance**	**Proposed Budget**
1054	Other Event Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Day Trip Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Village Show Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.00
	Christmas Pantomime Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	0.00	0.00	0.00	200.00	-200.00	400.00
	SUB TOTAL	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**200.00**	**0.00**	**0.00**	**0.00**	**200.00**	**-200.00**	**420.00**
	TOTAL	**271,930.00**	**129,023.50**	**1,621.78**	**1,251.25**	**577.00**	**450.00**	**127,832.50**	**297.00**	**347.00**	**947.00**	**797.00**	**347.00**	**4,890.62**	**268,381.65**	**-106.65**	**14,771.00**

EXPENDITURE

Code	Title	2026-27	Forecast														2027-2028
101	**Administration**	**Budget**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sept**	**Oct**	**Nov**	**Dec**	**Jan**	**Feb**	**Mar**	**TOTAL**	**Variance**	**Proposed Budget**
2003	Mobile Airtime	300.00	19.80	19.80	19.80	19.80	19.80	19.80	19.80	19.80	19.80	19.80	19.80	19.80	237.60	62.40	250
2010	H & S Services	2,300.00	160.00	160.30	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	160.00	1,920.30	379.70	2100
4016	Refreshments & Hospitality	50.00	0.00	0.00	8.00	0.00	5.00	0.00	0.00	8.00	0.00	0.00	8.00	0.00	29.00	21.00	50
4020	Legal Fees	4,877.00	0.00	0.00	0.00	0.00	0.00	3000.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00	1,877.00	5000
4022	Memberships & Subscriptions	1,880.00	1270.00	0.00	0.00	0.00	0.00	0.00	399.00	0.00	0.00	0.00	0.00	0.00	1,669.00	211.00	2000
4025	Internal Audit	1,350.00	0.00	1350.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,350.00	0.00	1500
	External Audit	800.00	0.00	0.00	0.00	0.00	0.00	630.00	0.00	0.00	0.00	0.00	0.00	0.00	630.00	170.00	800
	Licences & Regulatory Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100
	Property, Land Registry & Surveying Fees	123.00	56.00	14.00	14.00	21.00	18.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	123.00	0.00	200
	Planning & Building Control Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
4032	Photocopier Lease	1,600.00	244.00	88.00	0.00	244.00	0.00	0.00	244.00	0.00	0.00	244.00	0.00	0.00	1,064.00	536.00	1000
4034	Publications & Reference Material	100.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	144.00	0.00	144.00	-44.00	300
4035	Insurance	5,000.00	788.00	3888.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,676.17	323.83	5000
4040	Telephone & Broadband	1,200.00	78.00	126.26	85.00	49.00	49.00	49.00	49.00	49.00	49.00	49.00	49.00	49.00	730.26	469.74	620
4041	Photocopying & Printing Charges	720.00	0.00	0.00	93.00	54.00	47.00	49.00	60.00	60.00	55.00	50.00	50.00	55.00	573.00	147.00	700
4042	IT Support & Cybersecurity	2,089.00	180.65	157.72	149.00	148.00	159.00	157.00	159.00	165.00	162.00	162.00	162.00	162.00	1,923.37	165.63	2500
4043	Bank Charges	220.00	0.00	36.10	37.00	26.00	21.00	22.00	21.00	20.00	25.00	23.00	20.00	20.00	271.10	-51.10	300
4045	Postage	60.00	0.00	0.00	14.00	0.00	6.00	14.00	0.00	10.00	0.00	0.00	10.00	0.00	54.00	6.00	60
4046	Stationery & Office Consumables	1,050.00	10.00	74.97	0.00	43.00	0.00	9.00	43.00	0.00	0.00	10.00	43.00	0.00	232.97	817.03	500
4047	Office Furniture & Equipment	4,000.00	943.00	11.07	0.00	0.00	103.00	3.00	50.00	0.00	10.00	0.00	100.00	0.00	1,220.07	2,779.93	2000
	Finance Software Licence & Support	1,911.00	722.00	980.00	0.00	0.00	0.00	0.00	0.00	209.00	0.00	0.00	0.00	0.00	1,911.00	0.00	2000
4060	Website Hosting & Routine Maintenance	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	0.00	0.00	250.00	1,750.00	500
	Website Development & Projects	0.00	0.00	0.00	1536.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,536.00	-1,536.00	500
	Advertising & Public Notices	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50
	Newsletters, Printing & Publicity	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	500.00	0.00	2000
	IT Hardware & Mobile Devices	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100
	Other Software & Cloud Services	120.00	0.00	0.00	0.00	0.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	15.00	120.00	0.00	180
4299	Miscellaneous Expenses	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00	0
	SUB TOTAL	**32,300.00**	**4,471.45**	**6,906.39**	**2,115.80**	**764.80**	**602.80**	**4,127.80**	**1,219.80**	**715.80**	**495.80**	**982.80**	**1,280.80**	**480.80**	**24,164.84**	**8,135.16**	**30,310.00**
102	**Village Hall**	**Budget**	**Apr**	**May**	**Jun**	**Jul**	**Aug**	**Sept**	**Oct**	**Nov**	**Dec**	**Jan**	**Feb**	**Mar**	**TOTAL**	**Variance**	**Proposed Budget**
2002	Cleaning & Hygiene Consumables	500.00	83.00	99.98	61.00	4.00	104.00	6.00	80.00	0.00	100.00	0.00	80.00	0.00	617.98	-117.98	700
4027	Waste Clearance & Skip Hire	250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	500
	Laundry & Dry-Cleaning	0.00	0.00	0.00	36.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	36.00	-36.00	50
4099	Cleaning Equipment	200.00	0.00	0.00	0.00	0.00	14.00	0.00	0.00	0.00	0.00	15.00	0.00	0.00	29.00	171.00	50
4105	Water Charges	700.00	239.79	0.00	0.00	279.00	0.00	0.00	280.00	0.00	0.00	200.00	0.00	0.00	998.79	-298.79	1000
4107	Electricity Charges	6,700.00	0.00	0.00	1,124.00	0.00	0.00	614.00	0.00	0.00	1000.00	0.00	0.00	1,500.00	4,238.00	2,462.00	5500
4108	Gas Charges	3,000.00	350.43	240.57	94.00	42.00	0.00	0.00	100.00	150.00	200.00	250.00	250.00	200.00	1,877.00	1,123.00	2500
	Security, Access & Fire Alarm Systems	600.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	355.00	270.00	370.00	0.00	0.00	995.00	-395.00	1000
4106	Keys, Locks & Access Security	0.00	0.00	0.00	15.00	0.00	0.00	0.00	0.00	0.00	0.00	15.00	0.00	0.00	30.00	-30.00	50
	Routine Building Repairs	2,140.00	1,288.00	36.98	9.32	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,334.30	805.70	2000
	Water Hygiene & Legionella	0.00	80.00	37.49	0.00	300.00	0.00	0.00	0.00	600.00	0.00	0.00	0.00	0.00	1,017.49	-1,017.49	1000
	Electrical Repairs & Lighting	0.00	18.00	28.49	-17.67	0.00	23.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	51.82	-51.82	200
	Village Hall Equipment	1,000.00	0.00	49.54	10.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	559.54	440.46	500
	Heating, Plumbing & Hot-Water Systems	3,575.00	0.00	1635.00	0.00	0.00	0.00	0.00	0.00	0.00	1,940.00	0.00	0.00	0.00	3,575.00	0.00	1500
	Furniture & Fittings	0.00	0.00	0.00	0.00	0.00	0.00	774.00	0.00	0.00	0.00	0.00	0.00	0.00	774.00	-774.00	1000
	Site Improvements & Capital Works	3,425.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,425.00	3000
	Electrical Testing & PAT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	400.00	0.00	400.00	-400.00	1000
	Fire Extinguishers & Emergency Lighting	1,860.00	1860.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.00	0.00	2,010.00	-150.00	800
	Specialist Surveys & Remediation	0.00	320.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	320.00	-320.00	300
4125	CCTV	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	300
	Hygiene Waste Services	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	624.00	0.00	0.00	624.00	-624.00	630
	Music & Premises Licences	300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1130.28	0.00	0.00	0.00	0.00	1,130.28	-830.28	1200
	Miscellaneous Expenses	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0
4240	Refuse & Recycling Collection	500.00	578.00	0.00	112.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	690.00	-190.00	700
	SUB TOTAL	**26,250.00**	**4,817.22**	**2,128.05**	**1,443.65**	**625.00**	**141.00**	**1,394.00**	**460.00**	**2,735.28**	**3,510.00**	**1,474.00**	**880.00**	**1,700.00**	**21,308.20**	**4,941.80**	**25,480.00**

103 Civic & Governance		Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
4150	Cllrs Telephone Allowance	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0
4151	Councillor Mileage & Expenses	300.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300.00	300
4155	Chair's Allowance	1,500.00	0.00	0.00	793.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	793.00	707.00	750
	Councillor Training	2,000.00	0.00	75.20	103.00	28.00	89.00	105.00	210.00	28.00	28.00	75.00	0.00	75.00	816.20	1,183.80	2000
	Civic & Commemorative Expenditure	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
4160	Elections	13,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13,000.00	15000
	SUB TOTAL	**17,300.00**	**0.00**	**75.20**	**896.00**	**28.00**	**89.00**	**105.00**	**210.00**	**28.00**	**28.00**	**75.00**	**0.00**	**75.00**	**1,609.20**	**15,690.80**	**18,050.00**

104 Staffing & Employment		Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
2009	HR Services	2,800.00	193.00	206.67	207.00	207.00	207.00	207.00	207.00	207.00	207.00	207.00	207.00	207.00	2,469.67	330.33	3000
4000	Salaries (Inc NI/PAYE)	80,000.00	5138.00	5033.86	4891.00	4890.00	3636.00	7021.00	5037.00	5037.00	5037.00	5037.00	5037.00	5037.00	60,831.86	19,168.14	75000
4001	Pension Administration	500.00	47.00	47.00	47.00	47.00	47.00	47.00	47.00	47.00	47.00	47.00	47.00	47.00	564.00	-64.00	900
4002	Payroll Administration	400.00	0.00	0.00	0.00	0.00	101.00	0.00	101.00	0.00	0.00	101.00	0.00	101.00	404.00	-4.00	500
4003	Pension Contributions	3,500.00	223.00	223.41	0.00	447.00	780.00	780.00	780.00	780.00	780.00	780.00	780.00	780.00	7,133.41	-3,633.41	9000
2000	Staff Mileage & Expenses	20.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.00	20
	Occupational Health & Staff Welfare	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1000
4010	Staff Training	1,500.00	0.00	0.00	0.00	128.00	28.00	56.00	0.00	0.00	0.00	0.00	0.00	0.00	212.00	1,288.00	1500
	SUB TOTAL	**88,720.00**	**5,601.00**	**5,510.94**	**5,145.00**	**5,719.00**	**4,799.00**	**8,111.00**	**6,172.00**	**6,071.00**	**6,071.00**	**6,172.00**	**6,071.00**	**6,172.00**	**71,614.94**	**17,105.06**	**90,920.00**

110 Grants & Donations		Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
4190	Grants	11,500.00	1,000.00	0.00	0.00	4,000.00	0.00	4000.00	2,500.00	0.00	0.00	0.00	0.00	0.00	11,500.00	0.00	11500
4191	Donations	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	500.00	500.00	1000
	SUB TOTAL	**12,500.00**	**1,000.00**	**0.00**	**0.00**	**4,000.00**	**0.00**	**4,000.00**	**2,500.00**	**0.00**	**500.00**	**0.00**	**0.00**	**0.00**	**12,000.00**	**500.00**	**12,500.00**

120 School Street Allotments		Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
2006	School Street Re-Development	20,107.00	0.00	825.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	825.00	19,282.00	19282
	SUB TOTAL	**20,107.00**	**0.00**	**825.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**825.00**	**19,282.00**	**19,282.00**

121 Harewood Lane Allotments		Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
2005	Pest & Invasive Weed Control	500.00	0.00	85.00	0.00	0.00	85.00	0.00	0.00	85.00	0.00	0.00	85.00	0.00	340.00	160.00	400
4005	Portable Toilet Hire	900.00	0.00	104.00	104.00	104.00	104.00	104.00	104.00	104.00	104.00	104.00	104.00	104.00	1,144.00	-244.00	1200
4027	Waste Clearance & Skip Hire	1,000.00	0.00	0.00	0.00	750.00	0.00	0.00	250.00	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00	1000
	Grounds & Site Maintenance	1,310.00	0.00	750.00	0.00	0.00	400.00	0.00	200.00	0.00	0.00	0.00	0.00	0.00	1,350.00	-40.00	2000
	Tree & Hedge Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300
	Site Improvements & Capital Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
	Specialist Surveys & Remediation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300
	Fencing & Gates	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	800
	Allotment Plot Clearance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500
	Tools, Equipment & Site Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200
4105	Water Charges	1,180.00	0.00	0.00	0.00	335.00	0.00	0.00	335.00	0.00	0.00	150.00	0.00	150.00	970.00	210.00	1200
4106	Keys, Locks & Access Security	0.00	0.00	0.00	97.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	97.00	-97.00	100
	SUB TOTAL	**4,890.00**	**0.00**	**939.00**	**201.00**	**1,189.00**	**589.00**	**104.00**	**889.00**	**189.00**	**104.00**	**254.00**	**189.00**	**254.00**	**4,901.00**	**-11.00**	**8,000.00**

124 War Memorial		Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
	Site Improvements & Capital Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
	Cleaning & Repairs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250
	Grounds & Site Maintenance	250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	250
	SUB TOTAL	**250.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**250.00**	**500.00**

125 Rose Estate Playing Field		Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
	Grounds & Site Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500
	Play & Outdoor Gym Inspections	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300
	Play & Outdoor Gym Purchases	1,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	1000
	Site Improvements & Capital Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
	Play & Outdoor Gym Repairs	3,000.00	0.00	280.00	0.00	0.00	0.00	0.00	590.00	0.00	0.00	0.00	0.00	0.00	870.00	2,130.00	1000
	Tree & Hedge Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200
	Fencing & Gates	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500
	SUB TOTAL	**4,500.00**	**0.00**	**280.00**	**0.00**	**0.00**	**0.00**	**0.00**	**590.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**870.00**	**3,630.00**	**3,500.00**

129 Grazing Field		Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
4105	Water Charges	1,300.00	380.64	0.00	0.00	24.00	0.00	0.00	350.00	0.00	0.00	50.00	0.00	50.00	854.64	445.36	1100
	Grounds & Site Maintenance	3,310.00	0.00	475.00	0.00	1,700.00	0.00	0.00	0.00	0.00	1,183.00	0.00	0.00	0.00	3,358.00	-48.00	2000
	Site Improvements & Capital Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
	Specialist Surveys & Remediation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300
	Tree & Hedge Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
2005	Pest & Invasive Weed Control	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2000
	Fencing & Gates	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	800
	SUB TOTAL	**4,610.00**	**380.64**	**475.00**	**0.00**	**1,724.00**	**0.00**	**0.00**	**350.00**	**0.00**	**1,183.00**	**50.00**	**0.00**	**50.00**	**4,212.64**	**397.36**	**6,200.00**

130 Stables		Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
4106	Keys, Locks & Access Security	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100
	Site Improvements & Capital Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
	Routine Building Repairs & Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500
	Grounds & Site Maintenance	1,100.00	0.00	130.00	0.00	0.00	203.00	0.00	0.00	0.00	767.00	0.00	0.00	0.00	1,100.00	0.00	800
	SUB TOTAL	**1,100.00**	**0.00**	**130.00**	**0.00**	**0.00**	**203.00**	**0.00**	**0.00**	**0.00**	**767.00**	**0.00**	**0.00**	**0.00**	**1,100.00**	**0.00**	**1,400.00**

134 Events		Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
	Village Show	500.00	0.00	0.00	86.00	0.00	114.00	178.00	0.00	0.00	0.00	0.00	0.00	0.00	378.00	122.00	1000
	Day Trips	2229.00	0.00	0.00	90.00	1860.00	279.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2229.00	0.00	4000
	Christmas Pantomime	5750.00	2125.00	0.00	0.00	0.00	0.00	0.00	0.00	1500.00	2125.00	0.00	0.00	0.00	5750.00	0.00	6000
	Upton After Dark	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3000
	Christmas Lights Celebration	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500
	Halloween Trail	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250
	Pumpkin Picking	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500
	Easter Crafts Competition	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1000.00	1000.00	-1000.00	1000
	Scarecrow Festival	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250
	Spring Fayre	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500
	Event Equipment & Safety Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1000
4235	Other Community Events	1,021.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,021.00	1000
	SUB TOTAL	**9,500.00**	**2,125.00**	**0.00**	**176.00**	**1,860.00**	**393.00**	**178.00**	**0.00**	**1,500.00**	**2,125.00**	**0.00**	**0.00**	**1,000.00**	**9,357.00**	**143.00**	**19,000.00**

135 Luke Farmer Memorial Garden		Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
	Grounds & Site Maintenance	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	500
	Tree & Hedge Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500
	Specialist Surveys & Remediation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
	Site Improvements & Capital Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
	Cleaning & Repairs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500
	Fencing & Gates	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250
4105	Water Charges	200.00	7.76	0.00	0.00	39.00	13.00	0.00	20.00	0.00	0.00	20.00	0.00	0.00	99.76	100.24	150
	SUB TOTAL	**1,200.00**	**7.76**	**0.00**	**0.00**	**39.00**	**13.00**	**0.00**	**20.00**	**0.00**	**0.00**	**20.00**	**0.00**	**0.00**	**99.76**	**1,100.24**	**1,900.00**

136 School Street Green		Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
	Grounds & Site Maintenance	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00	0.00	0.00	2,000.00	-1,000.00	500
	Play & Outdoor Gym Inspections	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300
	Play & Outdoor Gym Purchases	1,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	1000
	Site Improvements & Capital Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
	Play & Outdoor Gym Repairs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1000
	Tree & Hedge Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200
	Fencing & Gates	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500
	SUB TOTAL	**2,000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**2,000.00**	**0.00**	**0.00**	**2,000.00**	**0.00**	**3,500.00**

139 Miners Memorial Garden		Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
	Grounds & Site Maintenance	500.00	0.00	580.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	580.00	-80.00	750
	Cleaning & Repairs	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1000
	Site Improvements & Capital Works	11,310.00	0.00	0.00	0.00	0.00	0.00	1,010.00	0.00	10,300.00	0.00	0.00	0.00	0.00	11,310.00	0.00	0
	Tree & Hedge Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250
	Specialist Surveys & Remediation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
	SUB TOTAL	**11,810.00**	**0.00**	**580.00**	**0.00**	**0.00**	**0.00**	**1,010.00**	**0.00**	**10,300.00**	**0.00**	**0.00**	**0.00**	**0.00**	**11,890.00**	**-80.00**	**2,000.00**

	140 Environmental Services	Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
2008	Public Bin Emptying & Waste Disposal	7,000.00	480.00	480.00	360.00	720.00	480.00	360.00	480.00	480.00	480.00	480.00	480.00	480.00	5,760.00	1,240.00	6500
	Grounds & Site Maintenance	4,000.00	0.00	2,800.00	0.00	0.00	0.00	548.00	0.00	0.00	0.00	0.00	0.00	0.00	3,348.00	652.00	1000
	Tree & Hedge Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1000
4027	Waste Clearance & Skip Hire	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250
	Street Furniture, Bollards, Bins & Signage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4000
	Specialist Surveys & Remediation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300
	Fencing & Gates	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500
4212	Fuel for Grounds Equipment	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00	0
	Grounds Tools & Equipment	1,000.00	0.00	0.00	0.00	0.00	0.00	211.00	0.00	0.00	0.00	0.00	0.00	0.00	211.00	789.00	100
	Grounds Equipment Repairs & Servicing	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50
4210	Grass Cutting	8,500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,250.00	10,250.00	-1,750.00	11000
4299	Miscellaneous Expenses	210.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	210.00	0
	SUB TOTAL	**20,760.00**	**480.00**	**3,280.00**	**360.00**	**720.00**	**480.00**	**1,119.00**	**480.00**	**480.00**	**480.00**	**480.00**	**480.00**	**10,730.00**	**19,569.00**	**1,191.00**	**24,700.00**

	146 Defibrillators	Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
	Defibrillator Cabinets & Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	800
	Defibrillator Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500
	Defibrillator Training	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200
	Replacement Pads & Batteries	2,000.00	0.00	0.00	0.00	0.00	0.00	136.00	0.00	0.00	0.00	0.00	0.00	0.00	136.00	1,864.00	500
	SUB TOTAL	**2,000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**136.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**136.00**	**1,864.00**	**2,000.00**

	147 Community Garden	Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
4005	Portable Toilet Hire	600.00	0.00	104.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	104.00	0.00	104.00	312.00	288.00	650
	Grounds & Site Maintenance	100.00	0.00	0.00	0.00	6,950.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,950.00	-6,850.00	500
	Tree & Hedge Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250
	Specialist Surveys & Remediation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300
	Site Improvements & Capital Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
	Fencing & Gates	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	250
	Gardening Materials & Supplies	400.00	0.00	0.00	0.00	0.00	7.00	68.00	0.00	0.00	0.00	0.00	0.00	0.00	75.00	325.00	300
	Tools & Equipment	100.00	0.00	0.00	0.00	0.00	54.00	32.00	0.00	0.00	0.00	0.00	0.00	0.00	86.00	14.00	100
4106	Keys, Locks & Access Security	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50
4027	Waste Clearance & Skip Hire	250.00	0.00	0.00	0.00	0.00	0.00	0.00	250.00	0.00	0.00	0.00	0.00	0.00	250.00	0.00	250
4105	Water Charges	500.00	0.00	0.00	23.45	0.00	0.00	56.00	0.00	0.00	60.00	0.00	0.00	25.00	164.45	335.55	500
	SUB TOTAL	**1,950.00**	**0.00**	**104.00**	**23.45**	**6,950.00**	**61.00**	**156.00**	**250.00**	**0.00**	**60.00**	**104.00**	**0.00**	**129.00**	**7,837.45**	**-5,887.45**	**3,150.00**

	148 Floral Displays	Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
	Compost, Soil & Fertiliser	200.00	0.00	0.00	35.00	0.00	0.00	0.00	100.00	0.00	0.00	0.00	0.00	0.00	135.00	65.00	200
	Planting & Maintenance	0.00	0.00	0.00	750.00	0.00	0.00	0.00	750.00	0.00	0.00	0.00	0.00	0.00	1,500.00	-1,500.00	2000
	Tubs, Barrels & Containers	1,000.00	0.00	0.00	167.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	167.00	833.00	500
	Floral Display Watering	0.00	0.00	0.00	250.00	1,500.00	1,000.00	750.00	1,000.00	250.00	0.00	0.00	0.00	0.00	4,750.00	-4,750.00	5000
	Watering Equipment & Repairs	300.00	0.00	0.00	30.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30.00	270.00	500
4222	Plants & Flowers	1,000.00	0.00	0.00	800.00	0.00	0.00	0.00	800.00	0.00	0.00	0.00	0.00	0.00	1,600.00	-600.00	1600
	SUB TOTAL	**2,500.00**	**0.00**	**0.00**	**2,032.00**	**1,500.00**	**1,000.00**	**750.00**	**2,650.00**	**250.00**	**0.00**	**0.00**	**0.00**	**0.00**	**8,182.00**	**-5,682.00**	**9,800.00**

	151 Eco Plot	Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
	Grounds & Site Maintenance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100
	Site Improvements & Capital Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0
4120	Tools & Equipment	200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	100
4212	Fuel for Equipment	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00	0
	Tree & Hedge Works	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	300
	SUB TOTAL	**250.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**250.00**	**500.00**

	153 Citizens Advice	Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
4161	Citizens Advice Service	4300	0.00	4,289.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,289.00	11.00	4500
	SUB TOTAL	**4,300.00**	**0.00**	**4,289.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**4,289.00**	**11.00**	**4,500.00**

Joint Burial Committee		Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
4180	JBB Contribution	16,800.00	0.00	16798.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16,798.00	2.00	19500
	SUB TOTAL	**16,800.00**	**0.00**	**16,798.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**16,798.00**	**2.00**	**19,500.00**

Youth Provision		Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
4195	Summer Camp	10,000.00	0.00	0.00	0.00	0.00	0.00	9600.00	0.00	0.00	0.00	0.00	0.00	0.00	9,600.00	400.00	10100
	SUB TOTAL	**10,000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**9,600.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**9,600.00**	**400.00**	**10,100.00**

Christmas Trees & Festive Lighting		Budget	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	TOTAL	Variance	Proposed Budget
4220	Christmas Tree & Lights	12,000.00	0.00	0.00	0.00	0.00	0.00	0.00	1,000.00	3,000.00	3,000.00	500.00	0.00	0.00	7,500.00	4,500.00	10000
	SUB TOTAL	**12,000.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**1,000.00**	**3,000.00**	**3,000.00**	**500.00**	**0.00**	**0.00**	**7,500.00**	**4,500.00**	**10,000.00**

TOTAL	**307,597.00**	**18,883.07**	**42,320.58**	**12,392.90**	**25,118.80**	**8,370.80**	**30,790.80**	**16,790.80**	**25,269.08**	**18,323.80**	**12,111.80**	**8,900.80**	**20,590.80**	**239,864.03**	**67,732.97**	**326,792.00**

EXPENDITURE LESS INCOME = **£312,021.00**
LESS SCHOOL ST EMR = **£292,739.00**
LESS ELECTIONS EMR = **£279,739.00**

General Reserves £95,420.00