



**DRAFT MINUTES OF THE CORPORATE SERVICES COMMITTEE MEETING
HELD ON 29th SEPTEMBER 2022
AT 7.45PM AT THE RUFUS CENTRE**

Present:

Cllr I Blazeby (Chairman)
Cllr J Roberts
Cllr D Toinko
Cllr A Lutley
Cllr M Platt
Cllr R Shaw
Cllr J Daly (sub for Cllr A Snape)

Also, Present:

Mike Thorn –Corporate Services Manager (CSM)
Beverley Jones – Communications & Marketing Manager (CMM)
Helen Glover – Senior Finance Officer (SFO)

792. APOLOGIES FOR ABSENCE

It was **resolved** to accept apologies from Cllr Snape (engaged in official duties).
It was **resolved** to accept apologies from Cllr Gleave (work commitments).

793. DECLARATIONS OF INTEREST

To receive Statutory Declarations of Interests from Members in relation to:

- (a) Disclosable Pecuniary interests in any agenda item – None declared.
- (b) Non-Pecuniary interests in any agenda item – None declared.

794. CHAIRMAN'S ANNOUNCEMENTS

There were no chairman's announcements.

795. PUBLIC OPEN SESSION

There were no members of the public present.

796. INVITED SPEAKER

No invited Speaker.

797. MEMBERS QUESTIONS

There were no questions from members.

798. MINUTES

- a. Cllr Blazeby will forward grammatical and spellings errors required for correction. Cllr Shaw to be added to the attendees list for the meeting.

It was **RESOLVED** to adopt the Minutes of the Corporate Services Committee meeting held on 30th August 2022 including amendments.

799. MATTERS ARISING

- a. There were no matters arising.

800. ITEMS FOR CONSIDERATION

a. Finance Reports Part 1

Members are asked to note the following finance reports:

Cllr Blazeby highlighted that the reference number on the reports did not match the agenda item numbers. The SFO confirmed this would be corrected for the next meeting papers.

Action: SFO

- i) Whole Business Summary, Investments & Loans

Members discussed the details of CCLA investments and are satisfied this is a sound approach. SFO confirmed she receives quarterly summaries of investment strategies from CCLA and would include these within the next meeting papers for members information.

Action: SFO

- ii) Corporate Services Summary - noted
- iii) Civic Expenses Summary - noted
- iv) RCF Summary - noted

OMEGA Reports:

- v) Income & Expenditure (Corporate & Community).

Cllr Blazeby identified that spend on Utilities for Allotments within Community (4015/302) is significant at month 5. SFO confirmed she will liaise with the ESO and report findings to Corporate Services Committee.

Overspend on Burial Grounds (4069/301) relates to a single purchase of a vault with had not been accrued at 2021/22 year end. This overspend was unavoidable and has been reported to Community Services Committee and the Environmental Services Manager.

Cllr Blazeby highlighted the overspend for Plant and Equipment purchases within Community (4084/303). The SFO confirmed these purchases replace tools stolen after thefts from the Tractor Store earlier this year. SFO confirmed insurance claim for the January theft had now been received (1002/303) to contra the overspend spend on equipment purchases. A further insurance claim for the July theft is in progress.

Following a query from Cllr Blazeby's the SFO confirmed that further income from the Flitwick Sunday Market is expected to appear in September reports.

Cllr Blazeby highlighted the overspend for Flitwick Family Fun Day 22 (FFFD22) within the Community budgets (4551/313). SFO confirmed that FFFD22 expenditure should be aligned with agreed budgets and matched against income received (1127/313) to provide an overall profit/loss figure for the event. Full details of FFD22 have been provided to the Community Services Committee meeting by Community Services Manager.

Action: SFO

- vi) Cashbook (CB1 & CB2) Transactions – noted.
- vii) Bank Reconciliations (CB1 & CB2) – noted.

801. ITEMS FOR INFORMATION

a. Officers Update – Part 1

Members are asked to note the report circulated.

Members discussed the ongoing Environmental Audit.

Cllr Toinko questioned cost of the Rufus Centre along with its environmental impact. The CSM confirmed the Consultant reports positively on the Rufus Centre following initial assessment. It was agreed that costs and impact should continue to be reviewed going forward. The purpose of the initial assessment was to provide a benchmark to measure ongoing and future improvements following this promising start.

The CSM confirmed that contact the opportunity for environmental assessment free of charge has been provided to leased tenants based outside the Rufus Centre. This includes The Scouts, The Royal British Legion and the Girl Guides.

Cllr Lutley questioned the impact of the solar panels on energy consumption by the Rufus Centre. She suggested the installation of an energy consumption panel and display to provide up to date real-time consumption data. The CSM confirmed that while there is no digital display panel for the Rufus Centre, he receives energy efficiency statements via an online portal. This data is included within the environmental audit.

The CSM confirmed the solar panels actively reduce environmental impact and cost of bills for FTC. Currently, due to the size of the building all energy generated is fed back into the Rufus Centre with no surplus to be returned to The Grid.

Members request the CSM provide a further update at next Corporate Services Committee Meeting.

Action: CSM

Members discussed the current credit control reporting. Cllr Blazeby will arrange a meeting with the SFO and Cllr Roberts to discuss reporting requirements for future meetings.

b. Delivery Plan & Committee Priorities

- i) Members were asked to note the Delivery Plan for Corporate Services.

Cllr Blazeby questioned how the proposals would be split against priorities and in what format they would be fed back to Full Council. The CSM suggested a meeting offline with Cllr Blazeby to discuss options.

Cllr Blazeby identified that the revision date for the 2022/23 Delivery Plan was set for September. It was agreed this date would be rolled forward to October.

Cllr Shaw confirmed further discussions for the delivery plan would be completed within exempt.

- ii) Members noted the consolidated list of Committee priorities. Members highlighted the need for each committee to identify top three priorities to provide structure and guidance to allow officers to effectively manage workloads.

c. **'Flitwick' – A Living History Website**

The CMM confirmed the initial design and base framework for the new website is almost complete, although she and Cllr Blazeby have not yet met with the designers directly for a full update and to give feedback. A meeting is being arranged and depending on outcomes there may be an opportunity to present the website at the next committee meeting.

The CMM confirmed there had been good feedback from members of the public through promotion of the project on social media and Flitwick Papers with residents volunteering to get involved and providing archive material. Cllr Blazeby confirmed he had been in contact with a number of people and had received material for the website including photos and newspaper clippings. Cllr Blazeby said a stall has also been secured at the Flitwick Fun Palace at the Library on 1st October to promote the website and encourage residents to get involved.

It was noted that the late Cllr Thompson's book had been digitised and is already available on the FTC website on the History page.

Action: CMM

d. **Website & Social Media Quarterly Report**

Members discussed the quarterly Website & Social Media Quarterly Report. Cllr Blazeby and the CMM have met to discuss expanding reporting options going forward. For future reports this will include separating new users and returning users visiting the FTC website, and including the number of page visits for each of the Top 10 visited pages on the FTC website. It was accepted that some pages will always be visited more frequently e.g., FTC home page, vacancies page etc.

There are 9 active social media pages running across FTC, The Rufus Centre, Rendezvous and The Hub. The Top 10 FTC Facebook posts are now ranked in the report by engagement as previously requested by members.

For the next quarterly report, FTC followers on Facebook will be shown in graph form to clearly identify trends.

Cllr Blazeby requested that the number of posts per channel were also included in the next report.

Action: CMM

e. **Communications & Marketing Monthly Forward Promotional Plan**

Members were asked to note the Communications & Marketing Monthly Forward Promotional Plan circulated. Cllr Lutley said it would be useful to have the dates included in the column for all the events listed as it just says week commencing and is not clear if the events are that week or the promotion of the events that week. The CMM will include in the plan going forward.

The final page of the plan includes a growing list of events and projects for promotion when timings and more details are finalised. The CMM confirmed the projects listed would be added to the plan when timings confirmed. Following discussion, members agreed clear identification and communication of priorities, across all committees would allow officers to effectively plan and manage workloads to meet expectations. All committees would be asked to review and identify their own committee priorities within the forward promotional plan.

Action: CMM

f. **Communications Plan**

The CMM said the Communications Plan will be updated once priorities and actions have been agreed by each committee from the feedback from the Residents' Survey.

g. **Communications & Marketing Review**

The CMM presented a review of current branding used across all platforms and mediums to members. This highlighted the variety of branding used online and in print. The CMM confirmed historically different areas have been developed in isolation on individual timescales, resulting in the use of mixed branding with three separate identities for FTC, The Rufus Centre and Rendezvous.

Members identified that the FTC branding needs to be larger and take more of a precedent across all medias so that it was clear that The Rufus Centre and Rendezvous were part of FTC. Members discussed the opportunity to apply standard templates. Members also agreed that branding should be standardised across FTC, Rufus and Rendezvous.

It was **resolved** for Cllr Blazeby and CMM to work on developing a design brief.

Action: CMM

802. **PUBLIC OPEN SESSION**

There were no members of the public present.

803. **EXEMPT ITEMS**

The following resolution will be **moved** that is advisable in the public interest that the public and press are excluded whilst the following exempt item issue is discussed.

12a Officer's Update Part 2

12b Financial Reports Part 2

Pursuant to section 1(2) of the public bodies (Admission to Meetings) Act 1960 Council **resolve** to exclude the public and press by reason of the confidential nature of the business about to be transacted

Comments from Survey of Residents

Are there any other comments that you would like Flitwick Town Council to be aware of?

Ownership	Category	Comment
Corporate Services		
Corporate Services	Council roles & responsibilities	I would like more information about the role of the council and its responsibilities.
Corporate Services	Interact with residents	Be more interactive with residents, only 2 or 3 make a habit of being regularly available to residents regardless which ward they are in and show they care for the town through action.
Corporate Services	Flitwick papers	Reintroduction of Flitwick Papers with more into about future events. Only seems to hear about events after they have happened. More about what the council provides.
Corporate Services	What we do	I would like to know exactly what the council does and what Central Beds are responsible for, its not very clear.
Corporate Services	Which council	I would like it made clearer which council is responsible for what (and which councillors to approach).
Corporate Services	More info needed further affield	Could you remember the whole of Flitwick, not just the area around Tesco's. If you live on the outskirts no information to be seen, Brooke Road, Tesco, library all have notice boards. Remember, not all residents are able to have access to online information.

Comments from Survey of Residents

Thinking specifically about the environment, what actions would you like to see FTC taking to make a difference in the local area?

Ownership	Category	Comment
Corporate Services		

Comments from Survey of Residents

Thinking about FTC recent purchase of the Barclays Bank building and the area in front of it, how do you think it could be improved?

Ownership	Category	Comment
Corporate Services		
Corporate Services	Notice boards	Have public notice boards so people of Flitwick can be kept informed about what is going on in the town instead of going into Tesco or walking to the Rufus Centre.
Corporate Services	Notice boards	Digital notice boards.

Item 10a) i) Whole Business Summary, Investments & Loans

01 April to 30 September 2022

	Income	Income Budget	% Budget Achieved		Expenditure	Expenditure Budget	% Budget Spent	
Corporate Services	£ 938,956	£ 934,242	101%	Green	£ 272,288	£ 581,780	47%	Green
Business Improvement & Development Board	£ 380,220	£ 640,900	59%	Amber	£ 291,821	£ 492,610	59%	Green
Community Services	£ 73,406	£ 64,728	113%	Green	£ 258,927	£ 583,366	44%	Green
Whole Business	£ 1,392,582	£ 1,639,870	85%	Green	£ 823,036	£ 1,657,756	50%	Green

TOLERANCES: spend against budget		
Income	0% to 24%	RED
	25% to 74%	AMBER
	75% to 100%+	GREEN
Expenditure	0% to 74%	GREEN
	75% to 99%	AMBER
	100%	BLACK
	101%+	RED

Investments Summary

Loans Summary 22/23

CCLA Summary Year to Date (230, 1190/111)

Account balance as of 30 Sept 22:	£ 943,000
Dividends received to 31 Sept 22:	£ 4,465

PWLB Lending Facility Year to Date

(4061/422, 4062/422)

Principal Balance Opening 22/23	£ 931,522
Capital paid year to date	£ 32,249
Interest paid year to date	£ 12,179

Report Contents

- P1 Item 10a i) Whole Business Summary, Investments & Loans
- P2 Item 10a ii) Corporate Services Summary
- P3 Item 10a iii) Civic Expenses Summary
- P4 Item 10a iv) RCF Review

OMEGA Reports

- vi) Income & Expenditure (Corporate & Community)
- vii) Cashbook (CB1 & CB2) Transactions
- viii) Bank Reconciliations (CB1 & CB2)

Item 10a) ii) Corporate Services 2022/23

			01-30 September 2022		2022/23 Year to date						<div>TOLERANCES: spend against budget Income0% to 24%RED 25% to 74%AMBER 75% to 100%+GREEN Expenditure0% to 74%GREEN 75% to 99%AMBER 100%BLACK 101%+RED</div>	
Cost Centre			Income	Expenditure	Income	Budget	% Budget Achieved	Expenditure	Budget	% Budget Spent		
101 Administration	1003/101, 1177/101, 1191/101	Admin Income	£	17								
	4001/101	Salary Costs			£	14,706						
	4003/101, 4004/101, 4009/101, 4033/101,	Other Staff Costs			£	-						
	4102/101	FTC Internal Rent			£	4,819						
	4020/101, 4021/101, 4022/101, 4023/101, 4025/101, 4026/101, 4040/101, 4056/101, 4058/101	Business Operating Costs			£	5,268						
	4012/101, 4017/101, 4028/101, 4059/101	Other Costs			£	4						
	Administration TOTALS		£	17	£	24,797						
103 Communication	1001/103, 1177/103	Comms Income	£	60								
	4024/103, 4046/103	Comms IT / Software			£	315						
	4028/103, 4004/103	Advertising Costs			£	-						
	4045/103	Flitwick Papers Costs			£	-						
Communications TOTALS			£	60	£	315						
422 Finance & HR	1029/422	Peppercorn Rents	£	-								
	4027/422, 4041/422, 4057/422, 4156/422, 4160/422	Finance Costs			£	36						
	4009/422, 4010/422, 4039/422, 4047/422, 4053/422	Other Staff Costs (not Wages)			£	1,237						
	4061/422, 4062/422	Loans			£	-						
	4025/422, 4029/422, 4101/422, 4102/422, 4506/422	Other Business Costs			£	27,243						
	Finance & HR TOTALS			£	-	£	28,516					
Other	1022/106	3 Station Square Rents	£	9,500								
	1176/111, 1190/111	Precept & Interest Received	£	444,193								
	4102/601, 4506/601	Planning Fees			£	108						

£	3,307	£	1,575	210%	Green	£	99,740	£	194,972	51%	Green
						£	88	£	3,175	3%	Green
						£	22,573	£	37,590	60%	Green
						£	25,438	£	51,850	49%	Green
						£	382	£	1,250	31%	Green
£	3,307	£	1,575	210%	Green	£	148,221	£	288,837	51%	Green

£	3,241	£	3,163	102%	Green						
						£	315	£	3,200	10%	Green
						£	8	£	2,663	0%	Green
						£	2,078	£	8,000	26%	Green
£	3,241	£	3,163	102%	Green	£	2,401	£	13,863	17%	Green

£	-	£	40	0%	Red						
						£	4,571	£	18,300	25%	Green
						£	5,600	£	18,500	30%	Green
						£	34,789	£	88,310	39%	Green
						£	29,249	£	25,500	115%	RED
£	-	£	40	0%	Red	£	74,209	£	150,610	49%	Green

£	28,500	£	38,000	75%	Green						
£	890,080	£	886,064	100%	Green						
						£	686	£	5,000	14%	Green

Narrative

Apr-22	1177/101	Finance Assistant Kickstart scheme now complete. All grant funds received.
Apr-22	1177/103	Marketing & Communications Assistant Kickstart scheme now complete. All grant funds received.
Apr-22	4056/101	BATPC Annual Fee paid
Apr-22	1991/111	CBC Community Committee Youth Grant from 2021/22 not received until after year end (April) resulting in accrued income.
Apr-22	1993/111	Following lease validation, VAT paid on Barclays 21/22 rent recovered in 22/23. Barclays rent not subject to VAT from hereon.
Jul-22	4001/101	Required additional payroll payment
Jul-22	4040/422	Payroll system costs entered in error. 'Moved' to correct code of 4053/422 from 01/08/22.
Jul-22	4506/422	Fees relating to Bailiff Evictions at Maulden Road and HR fees
Sep-22	1176/111	Full precept payments for 22/23 now received
Sep-22	4029/422	Overspend following receipt of 22/23 Insurance Premium exceeding budget set. Please see Officers Report for further details.
Sep-22	4506/422	Professional fees include fees for Crime & Disorder Audit and Youth Provision Review.

Item 10a) iii) Civic Expenses 2022/23

Cost Centre			01-30 September 2022	
			Income	Expenditure
102 - Civic Expenses	1143/102	CURRENT Yr - TM Charity Income	£ 419	
	4143/102	CURRENT Yr - TM Charity Costs		£ -
	1144/102	PAST Yr - TM Charity Income	£ -	
	4107/102	PAST Yr - TM Charity Costs		£ -
	4210/102	TM Allowance inc Civic Recep.		£ 772
	4209/102	P/Y TM Allowance		£ -
	4035/102	Regalia Fund		£ -
	4036/102	Civic Service		£ -
	4501/102	Honorary Citizens		£ -
	4502/102	Election Costs		£ -

2022/23 Year to date					
Income	Budget	% Budget Achieved	Expenditure	Budget	% Budget Spent
£ 3,566	£ -	n/a			
			£ 601	£ -	n/a
£ 1,634	£ -	n/a			
			£ 2,231	£ -	n/a
			£ 1,355	£ 4,000	34% Green
			£ 765	£ 765	100% Black
			£ 97	£ 1,000	10% Green
			£ 68	£ 600	11% Green
			£ -	£ 200	0% Green
			£ -	£ 6,000	0% Green

Narrative

Jun-22	4210/102	TM Allowance budget includes £2k provision for Civic Reception costs.
Jul-22	4209/102	Past year's TM Allowance now separated from current year expenditure (4210/102)
Sep-22	1144/102	Past year's TM Charity income now separated from current year income (1143/102)
Sep-22	4107/102	Past year's TM Charity expenditure now separated from current year expenditure (4143/102)
Sep-22	4210/102	TM allowance spend includes costs for Operation London Bridge.

TOLERANCES: spend against budget		
Income	0% to 24%	RED
	25% to 74%	AMBER
	75% to 100%+	GREEN
Expenditure	0% to 74%	GREEN
	75% to 99%	AMBER
	100%	BLACK
	101%+	RED

Item 10a) iv) Rolling Capital Fund Review 2022/23

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(315) Rolling Capital Programme	Opening Balance	£	181,783
PLUS	RCF Current Year Funding	£	93,784
LESS	Year to Date Spending	£	14,807
LESS	Committed Spending	£	73,313

(Total Committed Spend 2022/23) -£ 88,120 (2022/23 Budget N/L 5014)

LESS	Overspend Funded by Central RCF	£	-
PLUS	Overspend Funded by Central RCF	£	8,623

2022/23 RCF Funds Available (Uncommitted) £ 196,070

20 October 2022

PROJECT Details					RCF Details							FUNDING Details			Comments
Project Code		Project Description	Committee	Minute Ref	RCF Budget Committed	Previous Year's RCF Spend	22/23 RCF Spend to Date	Overspend Funded by RCP	Underspend Returned to RCP	RCF Commitment Remaining		Additional Project Spend	Funding Received (1177)	Project Budget Remaining	
4212	110	RCF - Nature Park	Community	None	£ -	£ -	£ -	£ -	£ -	£ -	0%	£ 1,550	£ 281,835	£ 280,285	No amounts have been committed for this project. S106 monies remaining: Phase 1 £7,106.89 & Phase 2 £274,728 (CBC to be invoiced for S106 once works completed). SL 7/9/22
4215	110	RCF - Flit Valley Walk	Corporate & Community	None	£ 2,000	£ 541	£ 628	£ -	£ -	£ 831	42%	£ 2,405	£ 2,405	£ -	Greensands grant of £2,405 received (1177/110) in addition to stated budget. 22/23 opening bal £1459. Awaiting final expense for leaflets (estimated at £628)
4802	110	RCF - The Hub Refurb	Community	809a 833c	£ 20,000	£ 14,554	£ 2,002	£ -	£ -	£ 3,444	17%		£ -	£ -	Actions and purchases from original proposal still outstanding
4803	110	RCF - Manor Park Heritage	Community	809c	£ 28,000	£ 175	£ -	£ -	£ -	£ 27,825	99%	£ 4,600	£ 75,885	£ 71,285	S106 Grants monies approved £6,198 (1177/110) in addition to stated budget - rolled forward to 22/23 (jnl 2697). 22/23 Further S106 (Green Infrastructure Planning Obs) monies available £69,687.38- 16.10.22
4808	110	RCF - Manor Park Fencing	Community	730e	£ 3,950	£ 3,500	-£ 2,333	£ -	£ 2,783	£ -	0%			£ -	21/22 RCF 'rolled forward' budget set at original level of £15,450 without subtracting previous year's spending. Budget adjusted to reflect 21/22 & true balance rolled forward to 22/23 as opening bal £450. * June 22 refund received from RA Cutler for cancelled works added back into RCF. Aug 22 - RCF COMPLETE
4811	110	RCF - Tenant Office Refurb	Business	5152b	£ 16,000	£ 15,418	£ -	£ -	£ 582	£ -	0%	£ 4,307	£ 4,307	£ -	CBC dilapidation payment of £4,307 received into 1177/110 22/23 opening bal £582. Aug 22- RCF COMPLETE
4814	110	RCF - Town Noticeboards	Corporate	718 a	£ 1,860	£ 921	£ 948	£ -	£ -	-£ 9	0%		£ -	£ -	Negotiated discount of 5%. Spend within 5% accepted variance. Sep 22 - RCF COMPLETE
4819	110	RCF - Flitwick Town Sq Defib	Council	5213d	£ 1,770	£ -	£ -	£ -	£ -	£ 1,770	100%		£ -	£ -	
4820	110	RCF - Purchase Camera Phone	Corporate	740c	£ 650	£ -	£ 524	£ -	£ 126	£ -	0%		£ -	£ -	RCF rolled forward from 21/22 as camera purchased in April 2022. Aug 22- RCF COMPLETE
4823	110	RCF - Heritage Website	Corporate	753a 5252a)i	£ 3,800	£ -	£ 1,433	£ -	£ -	£ 2,367	62%		£ -	£ -	
4824	110	RCF - Rm20 Tenant Office Refurb	Business	1404bi 5252a) ii	£ 4,920	£ -	£ 4,100	£ -	£ 820	£ -	0%		£ -	£ -	Original RCF budget requested included VAT in error. Aug 22- RCF COMPLETE
4825	110	RCF - Ditch & Boundary Works	Community	1000c 5252a) iii	£ 4,900	£ -	£ 4,900	£ -	£ -	£ -	0%		£ -	£ -	Aug 22- RCF COMPLETE
4826	110	RCF - Hub & Car Park Lights	Community	1012b	£ 2,605	£ -	£ 2,605	£ -	£ -	£ -	0%		£ -	£ -	Sep 22- RCF COMPLETE
4827	110	RCF - Environmental Audit	Council	5265c	£ 5,600	£ -	£ -	£ -	£ -	£ 5,600	100%		£ -	£ -	
4828	110	RCF - Skate Park Lighting	Community	1036d	£ 21,705	£ -	£ -	£ -	£ -	£ 21,705	100%		£ -	£ -	Partially grant funded.
4829	110	RCF - Youth Services	Community	TBC	£ 9,780	£ -	£ -	£ -	£ -	£ 9,780	100%		£ -	£ -	
							£ 14,807	£ -	£ 4,311	£ 73,313					

NARRATIVE - September 2022

- Aug 22 - **4808/110** Manor Park Fencing now complete with £2,783 underspend returned. **RCF closed.**
- Aug 22 - **4811/110** Tenant Office Refurb now complete with £582 underspend returned. **RCF closed.**
- Aug 22 - **4820/110** Purchase Camera Phone now complete with £126 underspend returned. **RCF closed.**
- Aug 22 - **4824/110** Room 20 Tenant Office Refurb now complete with £820 underspend returned. **RCF closed.**
- Aug 22 - **4825/110** Ditch & Boundary Works now complete on budget. **RCF closed.**
- Sep 22 - **4814/110** Town Noticeboards works now complete. £9 overspend within 5% accepted variance. **RCF closed.**
- Sep 22 - **4826/110** Hub & Car Park Lights works now complete on budget. **RCF closed.**

Please note:

Unspent 22/23 funds will remain in Rolling Capital Programme. Accepted RCF budget variance at 5%. Rolling Capital Fund (RCF) is the amount as yet unspent (Balance Sheet Account 315).

Rolling Capital Fund available is Balance Sheet Account 315 less remaining approved Commitments (N/L 5014 Variance). RCF review has been adjusted to separate grant funding. Please refer to 'YELLOW' boxes for RCF remaining balances.

Detailed Income & Expenditure by Budget Heading 20/10/2022

Month No: 6

Corporate Services

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
CORPORATE SERVICES							
101 ADMINISTRATION - Corporate							
1003 PHOTOCOPIES	2	43	150	107			28.9%
1177 GRANTS RECEIVED	0	3,181	1,425	(1,756)			223.2%
1191 MISC INCOME	15	83	0	(83)			0.0%
ADMINISTRATION - Corporate :- Income	17	3,307	1,575	(1,732)			210.0%
4001 SALARIES AND WAGES	14,706	99,740	194,972	95,232		95,232	51.2%
4003 VEHICLE - MILEAGE	0	0	250	250		250	0.0%
4004 KICKSTART TRAINEE COSTS	0	0	1,425	1,425		1,425	0.0%
4009 HEALTH & SAFETY	0	88	500	412		412	17.6%
4012 LAND REGISTRY	0	(104)	0	104		104	0.0%
4017 FTC Corporate Events	0	0	750	750		750	0.0%
4020 POSTAGE	0	25	1,000	975		975	2.5%
4021 PRINTING/STATIONERY	737	2,528	3,000	472		472	84.3%
4022 PHOTOCOPIER CONTRACT	274	2,782	7,000	4,218		4,218	39.7%
4023 TELEPHONES	735	5,053	7,000	1,947		1,947	72.2%
4025 OFFICE & IT EQUIPMENT	426	559	4,000	3,441		3,441	14.0%
4026 EQUIP.MAINTENANCE	0	0	250	250		250	0.0%
4028 ADVERTISING / PROMOTIONS	0	270	0	(270)		(270)	0.0%
4033 RECRUITMENT COSTS	0	0	1,000	1,000		1,000	0.0%
4040 IT SUPPORT	3,080	12,226	27,000	14,774		14,774	45.3%
4056 LICENCES / MEMBERSHIPS	0	2,122	2,600	478		478	81.6%
4058 BANK CHARGES	16	143	0	(143)		(143)	0.0%
4059 SUNDRIES	4	8	500	493		493	1.5%
4102 FTC Internal Rent	4,819	22,573	37,590	15,017		15,017	60.1%
ADMINISTRATION - Corporate :- Indirect Expenditure	24,798	148,014	288,837	140,823	0	140,823	51.2%
Net Income over Expenditure	(24,781)	(144,707)	(287,262)	(142,555)			
102 CIVIC EXPENSES - Corporate							
1143 CURRENT Yr - TM Charity Income	(1,215)	3,566	0	(3,566)			0.0%
1144 PAST Yr - TM Charity Income	1,634	1,634	0	(1,634)			0.0%
CIVIC EXPENSES - Corporate :- Income	419	5,200	0	(5,200)			
4035 REGALIA FUND	35	(61)	1,000	1,061		1,061	(6.1%)
4036 CIVIC SERVICE & EVENTS	78	146	600	454		454	24.3%
4107 PAST Yr - TM Charity Costs	2,231	2,231	0	(2,231)		(2,231)	0.0%
4143 CURRENT Yr - TM Charity Costs	(2,231)	601	0	(601)		(601)	0.0%
4210 TM Allowance & Civic Reception	772	1,355	4,000	2,645		2,645	33.9%

Detailed Income & Expenditure by Budget Heading 20/10/2022

Month No: 6

Corporate Services

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4501 HONORARY CITIZENS	0	0	200	200		200	0.0%
4502 ELECTIONS/BY ELECTIONS	0	0	6,000	6,000		6,000	0.0%
CIVIC EXPENSES - Corporate :- Indirect Expenditure	885	4,273	11,800	7,527	0	7,527	36.2%
Net Income over Expenditure	(466)	928	(11,800)	(12,728)			
103 COMMUNICATIONS - Corporate							
1001 ADVERTISING INCOME	60	60	1,500	1,440			4.0%
1177 GRANTS RECEIVED	0	3,181	1,663	(1,518)			191.3%
COMMUNICATIONS - Corporate :- Income	60	3,241	3,163	(78)			102.5%
4004 KICKSTART TRAINEE COSTS	0	0	1,663	1,663		1,663	0.0%
4024 SOCIAL MEDIA SOFTWARE	0	0	1,200	1,200		1,200	0.0%
4028 ADVERTISING / PROMOTIONS	0	8	1,000	992		992	0.8%
4045 FLITWICK PAPERS COSTS	0	2,078	8,000	5,922		5,922	26.0%
4046 WEBSITE / TICKETING SYSTEM	315	315	2,000	1,685		1,685	15.8%
COMMUNICATIONS - Corporate :- Indirect Expenditure	315	2,401	13,863	11,462	0	11,462	17.3%
Net Income over Expenditure	(255)	840	(10,700)	(11,540)			
106 Flitwick Town Square - Corp							
1022 RENT RECEIVABLE TENANTS	9,500	28,500	38,000	9,500			75.0%
Flitwick Town Square - Corp :- Income	9,500	28,500	38,000	9,500			75.0%
Net Income	9,500	28,500	38,000	9,500			
110 PROJECTS & GRANTS - Corporate							
4215 PROJ - Flit Valley Walk RCF	0	0	1,459	1,459		1,459	0.0%
4802 RCF - The Hub Refurb	0	254	5,446	5,192		5,192	4.7%
4803 RCF - Manor Park Heritage	2,250	4,600	34,023	29,423		29,423	13.5%
4808 RCF - Manor Park Fencing	0	(2,333)	450	2,783		2,783	(518.5%)
4811 RCF -Tenant Office Refurb	0	0	582	582		582	0.0%
4814 RCF - Town Noticeboards	921	948	939	(9)		(9)	101.0%
4819 RCF - Flitwick Town Sq Defib	0	0	1,770	1,770		1,770	0.0%
4820 RCF - Purchase Camera Phone	0	13	650	637		637	2.0%
4823 RCF - Heritage Website	0	1,433	3,800	2,367		2,367	37.7%
4824 RCF - Rm20 Tenant Office Refur	0	4,100	4,920	820		820	83.3%
4825 RCF - Ditch & Boundary Works	0	4,900	4,900	0		0	100.0%
4826 RCF - Hub & Car Park Lights	2,605	2,605	2,506	(99)		(99)	104.0%
4827 RCF - Environmental Audit	0	0	5,600	5,600		5,600	0.0%
4829 RCF - Youth Services	0	0	9,780	9,780		9,780	0.0%

Detailed Income & Expenditure by Budget Heading 20/10/2022

Month No: 6

Corporate Services

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
5013 Trs to Rolling Capital Fund	0	46,892	93,784	46,892		46,892	50.0%
5014 Funding from R C P	(5,776)	(17,026)	(58,939)	(41,913)		(41,913)	28.9%
PROJECTS & GRANTS - Corporate :- Indirect Expenditure	0	46,387	111,670	65,283	0	65,283	41.5%
Net Expenditure	0	(46,387)	(111,670)	(65,283)			
111 PRECEPT, INTEREST & CCLA - Cor							
1176 PRECEPT RECEIVED	442,782	885,564	885,564	0			100.0%
1190 INTEREST RECEIVED	1,411	4,516	500	(4,016)			903.3%
1991 PYA - Youth Grant not accrued	0	15,000	15,000	0			100.0%
1992 PYA -Barclays Q1 Rent Advance	0	(9,500)	(9,500)	0			100.0%
1993 PYA - VAT on Rent not payable	0	3,167	(100)	(3,267)			(3166.7
PRECEPT, INTEREST & CCLA - Cor :- Income	444,193	898,747	891,464	(7,283)			100.8%
Net Income	444,193	898,747	891,464	(7,283)			
422 FINANCE & HR - Corporate							
1029 PEPPERCORN RENTS	0	(40)	40	80			(100.0%)
FINANCE & HR - Corporate :- Income	0	(40)	40	80			(100.0%)
4009 HEALTH & SAFETY	25	25	2,000	1,975		1,975	1.3%
4010 SIMPLY HEALTH INSURANCE	359	2,522	3,500	978		978	72.0%
4025 OFFICE & IT EQUIPMENT	0	0	500	500		500	0.0%
4027 AUDIT FEES - EXTERNAL	0	(2,400)	2,000	4,400		4,400	(120.0%)
4029 INSURANCES	26,017	26,017	18,000	(8,017)		(8,017)	144.5%
4039 HR SUPPORT	0	0	5,000	5,000		5,000	0.0%
4041 PDQ SYSTEMS	36	2,433	5,000	2,567		2,567	48.7%
4047 STAFF COURSES/TRAINING	840	2,422	6,000	3,578		3,578	40.4%
4053 PAYROLL SYSTEMS	13	631	2,000	1,369		1,369	31.5%
4057 ACCOUNTS IT SOFTWARE	0	(341)	3,300	3,641		3,641	(10.3%)
4061 LOAN CAPITAL PAID	0	32,249	64,630	32,381		32,381	49.9%
4062 LOAN INTEREST PWLB	0	2,540	23,680	21,140		21,140	10.7%
4101 Town Clerk's Budget	43	43	1,500	1,457		1,457	2.9%
4102 FTC Internal Rent	0	68	0	(68)		(68)	0.0%
4156 AUDIT FEES - INTERNAL	0	0	2,000	2,000		2,000	0.0%
4160 ACCOUNTANTS FEES	0	1,797	6,000	4,203		4,203	30.0%
4506 PROFESSIONAL FEES	1,183	3,121	5,500	2,379		2,379	56.7%
FINANCE & HR - Corporate :- Indirect Expenditure	28,516	71,127	150,610	79,483	0	79,483	47.2%
Net Income over Expenditure	(28,516)	(71,167)	(150,570)	(79,403)			

Detailed Income & Expenditure by Budget Heading 20/10/2022

Month No: 6

Corporate Services

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
601 PLANNING - Corporate							
4102 FTC Internal Rent	108	386	0	(386)		(386)	0.0%
4506 PROFESSIONAL FEES	0	(300)	5,000	5,300		5,300	(6.0%)
PLANNING - Corporate :- Indirect Expenditure	108	86	5,000	4,914	0	4,914	1.7%
Net Expenditure	(108)	(86)	(5,000)	(4,914)			
CORPORATE SERVICES :- Income	454,189	938,956	934,242	(4,714)			100.5%
Expenditure	54,623	272,288	581,780	309,492	0	309,492	46.8%
Movement to/(from) Gen Reserve	399,566	666,668					
Grand Totals:- Income	454,189	938,956	934,242	(4,714)			100.5%
Expenditure	54,623	272,288	581,780	309,492	0	309,492	46.8%
Net Income over Expenditure	399,566	666,668	352,462	(314,206)			
Movement to/(from) Gen Reserve	399,566	666,668					

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
COMMUNITY SERVICES							
300 CORE SERVICES - Community							
4001 SALARIES AND WAGES	29,991	177,203	368,349	191,146		191,146	48.1%
4002 UNIFORM	(64)	594	500	(94)		(94)	118.7%
4005 VEHICLE - MAINTENANCE	0	217	1,500	1,283		1,283	14.5%
4006 FUEL	0	1,782	6,500	4,718		4,718	27.4%
4008 Truck Insurance	0	(2,330)	2,200	4,530		4,530	(105.9%)
4009 HEALTH & SAFETY	0	216	400	184		184	54.0%
4051 GRANTS PERMITTED	0	3,150	10,000	6,850		6,850	31.5%
4063 TRUCK REPAYMENTS	534	3,202	6,405	3,203		3,203	50.0%
4102 FTC Internal Rent	204	778	0	(778)		(778)	0.0%
CORE SERVICES - Community :- Indirect Expenditure	30,664	184,811	395,854	211,043	0	211,043	46.7%
Net Expenditure	(30,664)	(184,811)	(395,854)	(211,043)			
301 BURIAL GROUNDS - Community							
1004 BURIAL GROUNDS (No VAT)	8,054	32,837	15,000	(17,837)			218.9%
1013 CBC-CLOSED BURIAL GROUND	0	1,000	1,000	0			100.0%
1119 Burial Grounds Income VATABLE	356	7,430	5,000	(2,430)			148.6%
BURIAL GROUNDS - Community :- Income	8,409	41,267	21,000	(20,267)			196.5%
4015 UTILITIES	16	29	150	121		121	19.3%
4068 Burial Ground NO VAT	0	95	500	405		405	19.0%
4069 Burial Ground VATABLE	(34)	3,202	1,000	(2,202)		(2,202)	320.2%
BURIAL GROUNDS - Community :- Indirect Expenditure	(18)	3,326	1,650	(1,676)	0	(1,676)	201.6%
Net Income over Expenditure	8,428	37,942	19,350	(18,592)			
302 ALLOTMENTS - Community							
1005 ALLOTMENT RENT	31	492	5,000	4,508			9.8%
ALLOTMENTS - Community :- Income	31	492	5,000	4,508			9.8%
4015 UTILITIES	0	328	350	22		22	93.8%
4072 ALLOTMENTS/MAINTENANCE	0	206	2,000	1,794		1,794	10.3%
4088 PORTALOO HIRE	0	295	0	(295)		(295)	0.0%
4102 FTC Internal Rent	42	202	0	(202)		(202)	0.0%
5011 Trs to EMR Allotments	0	0	5,483	5,483		5,483	0.0%
ALLOTMENTS - Community :- Indirect Expenditure	42	1,031	7,833	6,802	0	6,802	13.2%
Net Income over Expenditure	(11)	(539)	(2,833)	(2,294)			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
303 LOCAL AMENITIES - Community							
1002 Insurance Claims	0	7,492	0	(7,492)			0.0%
1014 PHONE MAST INC (STATION RD)	0	4,500	5,333	833			84.4%
1070 MANOR PARK (Rural Paymt Agent)	0	1,481	2,000	519			74.0%
1177 GRANTS RECEIVED	0	(13,157)	0	13,157			0.0%
LOCAL AMENITIES - Community :- Income	0	316	7,333	7,017			4.3%
4078 Planting/Weeding	0	1,491	3,000	1,509		1,509	49.7%
4084 PLANT & EQUIP-PURCHASE	2,039	4,563	2,500	(2,063)		(2,063)	182.5%
4085 PLANT & EQUIP-MAINTENANCE	0	0	2,500	2,500		2,500	0.0%
4110 TREE MAINTENANCE	0	0	3,000	3,000		3,000	0.0%
4111 PITCH MAINTENANCE - Hinksley R	0	0	1,000	1,000		1,000	0.0%
4115 Grass Cutting (Flitwick)	0	0	750	750		750	0.0%
4116 Grass Cutting (CBC Charges)	0	0	4,000	4,000		4,000	0.0%
4118 BINS AND SEATS	0	0	1,000	1,000		1,000	0.0%
4128 WASTE DISPOSAL	0	4,211	6,300	2,089		2,089	66.8%
4132 BUILDING MAINTENANCE	178	1,335	1,500	165		165	89.0%
4135 Community Spirit	0	(186)	0	186		186	0.0%
4140 MAINTENANCE CONTRACTS	0	(766)	650	1,416		1,416	(117.9%)
4700 FLITWICK MANOR PARK	7,385	(1,836)	10,000	11,836		11,836	(18.4%)
4701 Flit Valley Maintenance	0	0	500	500		500	0.0%
4702 Flitwick Nature Park	0	150	0	(150)		(150)	0.0%
LOCAL AMENITIES - Community :- Indirect Expenditure	9,601	8,962	36,700	27,738	0	27,738	24.4%
Net Income over Expenditure	(9,601)	(8,646)	(29,367)	(20,721)			
305 PLAY AREAS - Community							
1012 Millennium Park Hire	0	1,458	1,000	(458)			145.8%
1180 COMMUTED SUMS RELEASED TO	0	0	1,350	1,350			0.0%
PLAY AREAS - Community :- Income	0	1,458	2,350	892			62.1%
4075 PLAY AREA/REPAIRS & MAINT.	600	705	8,000	7,295		7,295	8.8%
4082 Millennium Park (Inc CCTV)	381	536	2,000	1,464		1,464	26.8%
4122 CHANGING ROOMS - HINKSLEY	10	(397)	0	397		397	0.0%
PLAY AREAS - Community :- Indirect Expenditure	991	844	10,000	9,156	0	9,156	8.4%
Net Income over Expenditure	(991)	614	(7,650)	(8,264)			
306 STREET LIGHTING - Community							
4096 Electricity - Street Lights	534	1,837	2,500	663		663	73.5%
4097 Street Lighting Maintenance	0	0	2,000	2,000		2,000	0.0%
STREET LIGHTING - Community :- Indirect Expenditure	534	1,837	4,500	2,663	0	2,663	40.8%
Net Expenditure	(534)	(1,837)	(4,500)	(2,663)			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
311 YOUTH HUB/ACTIVITIES - Communi							
1035 The Hub Hire	50	398	50	(348)			795.0%
1037 Under 18s Skate Competition	0	21	120	99			17.7%
1041 YOUTH ACTIVITIES	0	15,000	15,000	0			100.0%
1191 MISC INCOME	182	182	0	(182)			0.0%
YOUTH HUB/ACTIVITIES - Communi :- Income	232	15,600	15,170	(430)			102.8%
4001 SALARIES AND WAGES	0	984	2,000	1,016		1,016	49.2%
4015 UTILITIES	68	1,196	2,300	1,104		1,104	52.0%
4016 BUSINESS RATES	0	2,395	2,469	74		74	97.0%
4049 YOUTH ACTIVITIES	0	14,204	42,000	27,796		27,796	33.8%
4050 Under 18s Skate Competition	0	0	710	710		710	0.0%
4132 BUILDING MAINTENANCE	185	(422)	4,000	4,422		4,422	(10.6%)
4138 EQUIPMENT	0	0	1,000	1,000		1,000	0.0%
4140 MAINTENANCE CONTRACTS	111	551	2,000	1,449		1,449	27.5%
YOUTH HUB/ACTIVITIES - Communi :- Indirect Expenditure	364	18,908	56,479	37,571	0	37,571	33.5%
Net Income over Expenditure	(133)	(3,307)	(41,309)	(38,002)			
312 COMMUNITY ACTIVITIES - Communi							
1036 Stitches Donations	13	13	0	(13)			0.0%
1039 PAINTING CIRCLE	40	203	100	(103)			202.5%
1120 KEEP FIT / Dance Fitness	493	949	2,800	1,851			33.9%
1122 MENS CLUB	79	365	1,100	735			33.2%
1129 Community Bingo	0	12	275	263			4.2%
1146 OLDER PEOPLE - Events	0	417	500	83			83.3%
1149 Flitwick Sunday Market	192	267	0	(267)			0.0%
1171 LUNCH CLUB	361	1,155	2,900	1,745			39.8%
COMMUNITY ACTIVITIES - Communi :- Income	1,176	3,379	7,675	4,296			44.0%
4102 FTC Internal Rent	242	2,197	0	(2,197)		(2,197)	0.0%
4553 PAINTING CIRCLE	0	0	10	10		10	0.0%
4554 STITCHERS	93	93	140	47		47	66.4%
4556 OLDER PEOPLE - Events	0	0	2,150	2,150		2,150	0.0%
4558 KEEP FIT / Dance Fitness	53	840	2,700	1,861		1,861	31.1%
4612 MENS CLUB	0	26	1,100	1,074		1,074	2.4%
4621 LUNCH CLUB	0	340	4,100	3,760		3,760	8.3%
4625 FORGET ME NOT GROUP	0	0	2,100	2,100		2,100	0.0%
4626 RESIDENT DRIVEN PROJECT	0	0	5,000	5,000		5,000	0.0%
4627 Flitwick Sunday Market	380	380	0	(380)		(380)	0.0%
4628 Flitwick Food Extra	0	55	1,500	1,445		1,445	3.6%
COMMUNITY ACTIVITIES - Communi :- Indirect Expenditure	767	3,930	18,800	14,870	0	14,870	20.9%
Net Income over Expenditure	409	(551)	(11,125)	(10,574)			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
313 COMMUNITY EVENTS - Community							
1040 18+ Skate Competition	0	0	200	200			0.0%
1127 Flitwick Fun Day	0	8,977	2,000	(6,977)			448.9%
1130 Christmas Lunch - OLDER People	1,024	1,024	1,000	(24)			102.4%
1164 Christmas Market	68	93	200	108			46.3%
1165 Christmas Lights EVENT	0	287	1,000	713			28.7%
1167 Christmas Market Trip	0	0	850	850			0.0%
1170 YOUTH PANEL	0	0	200	200			0.0%
1172 JUBILEE Event 2022	0	513	750	238			68.3%
COMMUNITY EVENTS - Community :- Income	1,091	10,893	6,200	(4,693)			175.7%
4043 REMEMBRANCE EVENT	0	0	1,200	1,200		1,200	0.0%
4200 Christmas Lights Installation	6,642	6,642	16,500	9,858		9,858	40.3%
4201 Christmas Market	0	0	360	360		360	0.0%
4202 Christmas Market Trip	0	0	520	520		520	0.0%
4203 Festive Fun	0	0	250	250		250	0.0%
4204 3 Station Rd Christsmas Tree	0	1,330	1,250	(80)		(80)	106.4%
4205 Front Garden Competition	0	0	220	220		220	0.0%
4206 Scarecrow Festival	0	81	100	19		19	80.7%
4207 Fun Palace	0	0	150	150		150	0.0%
4208 18+ Skate Competition	840	1,007	900	(107)		(107)	111.9%
4540 Christmas Lights EVENT	1,114	1,114	5,400	4,286		4,286	20.6%
4551 Flitwick Fun Day	0	20,556	20,000	(556)		(556)	102.8%
4618 COMMUNITY Events Expense	1,581	1,910	2,000	90		90	95.5%
4620 YOUTH PANEL	0	0	700	700		700	0.0%
4622 JUBILEE Event 2022	0	2,638	2,000	(638)		(638)	131.9%
COMMUNITY EVENTS - Community :- Indirect Expenditure	10,177	35,278	51,550	16,272	0	16,272	68.4%
Net Income over Expenditure	(9,086)	(24,385)	(45,350)	(20,965)			
COMMUNITY SERVICES :- Income	10,940	73,406	64,728	(8,678)			113.4%
Expenditure	53,123	258,927	583,366	324,439	0	324,439	44.4%
Movement to/(from) Gen Reserve	(42,183)	(185,521)					
Grand Totals:- Income	10,940	73,406	64,728	(8,678)			113.4%
Expenditure	53,123	258,927	583,366	324,439	0	324,439	44.4%
Net Income over Expenditure	(42,183)	(185,521)	(518,638)	(333,117)			
Movement to/(from) Gen Reserve	(42,183)	(185,521)					

Receipts for Month 6				Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Balance Brought Fwd :	5,000.00					5,000.00	
	Banked: 01/09/2022	569.80						
	Sales Recpts Page 11284	569.80	569.80		101			Sales Recpts Page 11284
	Banked: 01/09/2022	100.00						
	Sales Recpts Page 11285	100.00	100.00		101			Sales Recpts Page 11285
	Banked: 01/09/2022	660.00						
	Sales Recpts Page 11287	660.00	660.00		101			Sales Recpts Page 11287
	Banked: 01/09/2022	500.00						
	Sales Recpts Page 11288	500.00	500.00		101			Sales Recpts Page 11288
	Banked: 01/09/2022	450.00						
	Sales Recpts Page 11289	450.00	450.00		101			Sales Recpts Page 11289
	Banked: 01/09/2022	210.00						
	Sales Recpts Page 11342	210.00	210.00		101			Sales Recpts Page 11342
	Banked: 02/09/2022	165.60						
	Sales Recpts Page 11290	165.60	165.60		101			Sales Recpts Page 11290
	Banked: 02/09/2022	458.96						
AUTO	BUSINESS RESERVE	458.96			202		458.96	Auto Transfer
	Banked: 02/09/2022	1,375.73						
AUTO	BUSINESS RESERVE	1,375.73			202		1,375.73	Auto Transfer
	Banked: 05/09/2022	500.00						
	Sales Recpts Page 11291	500.00	500.00		101			Sales Recpts Page 11291
	Banked: 05/09/2022	75.00						
	Sales Recpts Page 11292	75.00	75.00		101			Sales Recpts Page 11292
	Banked: 05/09/2022	431.20						
	Sales Recpts Page 11293	431.20	431.20		101			Sales Recpts Page 11293
	Banked: 05/09/2022	1,496.19						
	Sales Recpts Page 11294	1,496.19	1,496.19		101			Sales Recpts Page 11294
	Banked: 05/09/2022	108.00						
	Sales Recpts Page 11295	108.00	108.00		101			Sales Recpts Page 11295
	Banked: 05/09/2022	1,782.00						
	Sales Recpts Page 11296	1,782.00	1,782.00		101			Sales Recpts Page 11296
	Banked: 05/09/2022	569.80						
	Sales Recpts Page 11297	569.80	569.80		101			Sales Recpts Page 11297
	Banked: 05/09/2022	56.00						
	P Nichols	56.00		9.33	1120	312	46.67	Keep Fit
	Banked: 06/09/2022	1,150.20						
	Sales Recpts Page 11298	1,150.20	1,150.20		101			Sales Recpts Page 11298

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CURRENT ACCOUNT

For Month No: 6

Receipts for Month 6

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 06/09/2022	126.00						
	Sales Recpts Page 11299	126.00	126.00		101			Sales Recpts Page 11299
	Banked: 06/09/2022	967.50						
	Sales Recpts Page 11300	967.50	967.50		101			Sales Recpts Page 11300
	Banked: 06/09/2022	431.20						
	Sales Recpts Page 11301	431.20	431.20		101			Sales Recpts Page 11301
	Banked: 06/09/2022	32.00						
	Club 200 x2 numbers	32.00			1143	102	32.00	Club 200 x2 numbers
	Banked: 06/09/2022	24.00						
	R Shaw	24.00			4210	102	24.00	Clr / FTC BBQ Ticket
	Banked: 07/09/2022	211.50						
	Sales Recpts Page 11302	211.50	211.50		101			Sales Recpts Page 11302
	Banked: 07/09/2022	30,000.00						
MANUAL	BUSINESS RESERVE	30,000.00			202		30,000.00	PAYE?/NIC & CB Paymts
	Banked: 08/09/2022	1,674.00						
	Sales Recpts Page 11303	1,674.00	1,674.00		101			Sales Recpts Page 11303
	Banked: 08/09/2022	569.80						
	Sales Recpts Page 11304	569.80	569.80		101			Sales Recpts Page 11304
	Banked: 08/09/2022	30,000.00						
MANUAL	BUSINESS RESERVE	30,000.00			202		30,000.00	PAYE/NIC & CB Paymts
	Banked: 08/09/2022	56.00						
	J Moore	56.00		9.33	1120	312	46.67	Keep Fit
201726	Banked: 08/09/2022	3,314.30						
201726	Teas & Coffees	34.00			1155	420	34.00	Donations
201726	Dance Fitness	28.00		4.67	1120	312	23.33	Dance Fitness
201726	Bar Takings (20.08.22)	428.60		71.43	1026	420	357.17	Bar Takings (20.08.22)
201726	Picnic (24.08.22)	120.00		20.00	1027	420	100.00	Picnic (24.08.22)
201726	Rendezvous (16-22 Aug 22)	787.94		131.32	1027	420	656.62	Rendezvous (16-22 Aug 22)
201726	Rendezvous (23-31 Aug 22)	836.30		139.38	1027	420	696.92	Rendezvous (23-31 Aug 22)
201726	Rendezvous (01-05 Sep 22)	595.60		99.27	1027	420	496.33	Rendezvous (01-05 Sep 22)
201726	Mens Club	22.00			1122	312	22.00	Mens Club
201726	Lunch Club	44.00		7.33	1171	312	36.67	Lunch Club
201726	Bar takings (07.08.22)	73.50		12.25	1026	420	61.25	Bar takings (07.08.22)
201726	Rendezvous (06-07 Sep 22)	265.36		44.23	1027	420	221.13	Rendezvous (06-07 Sep 22)
201726	Allotments	31.00			1005	302	31.00	Allotments
201726	Painting Circle	48.00		8.00	1039	312	40.00	Painting Circle
	Banked: 09/09/2022	1,737.00						
	Sales Recpts Page 11305	1,737.00	1,737.00		101			Sales Recpts Page 11305
	Banked: 09/09/2022	65.00						

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CURRENT ACCOUNT

For Month No: 6

Receipts for Month 6

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Sales Recpts Page 11330	65.00	65.00		103			Sales Recpts Page 11330
	Banked: 09/09/2022	2,107.00						
AUTO	BUSINESS RESERVE	2,107.00			202		2,107.00	Auto Transfer
	Banked: 12/09/2022	264.30						
	Sales Recpts Page 11306	264.30	264.30		101			Sales Recpts Page 11306
	Banked: 12/09/2022	1,927.20						
	Sales Recpts Page 11307	1,927.20	1,927.20		101			Sales Recpts Page 11307
	Banked: 12/09/2022	420.00						
	Sales Recpts Page 11308	420.00	420.00		101			Sales Recpts Page 11308
	Banked: 12/09/2022	431.22						
	Specialist Physio Rent	431.20	431.20		101			Sales Recpts Page 11309
	TM Charity Donation	0.02			1143	102	0.02	TM Charity Donation
	Banked: 12/09/2022	148.50						
	Sales Recpts Page 11331	148.50	148.50		101			Sales Recpts Page 11331
	Banked: 12/09/2022	1,450.89						
AUTO	BUSINESS RESERVE	1,450.89			202		1,450.89	Auto Transfer
	Banked: 14/09/2022	777.00						
	Sales Recpts Page 11310	777.00	777.00		101			Sales Recpts Page 11310
	Banked: 14/09/2022	15.00						
	R O Donnell	15.00			1164	313	15.00	RCCM22
	Banked: 15/09/2022	572.40						
	Sales Recpts Page 11311	572.40	572.40		101			Sales Recpts Page 11311
	Banked: 15/09/2022	500.00						
	Sales Recpts Page 11312	500.00	500.00		103			Sales Recpts Page 11312
	Banked: 15/09/2022	39,124.92						
AUTO	BUSINESS RESERVE	39,124.92			202		39,124.92	Auto Transfer
	Banked: 16/09/2022	301.72						
AUTO	BUSINESS RESERVE	301.72			202		301.72	Auto Transfer
	Banked: 16/09/2022	12.00						
	H Hodges	12.00			4210	102	12.00	ClIr / FTC BBQ Ticket
	Banked: 20/09/2022	3,418.80						
	Sales Recpts Page 11313	3,418.80	3,418.80		101			Sales Recpts Page 11313
	Banked: 20/09/2022	211.50						
	Sales Recpts Page 11314	211.50	211.50		101			Sales Recpts Page 11314
	Banked: 20/09/2022	429.00						
	Sales Recpts Page 11315	429.00	429.00		101			Sales Recpts Page 11315

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CURRENT ACCOUNT

For Month No: 6

Receipts for Month 6

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 20/09/2022	1,757.30						
	Sales Recpts Page 11316	1,757.30	1,757.30		101			Sales Recpts Page 11316
	Banked: 20/09/2022	240.30						
	Sales Recpts Page 11317	240.30	240.30		104			Sales Recpts Page 11317
	Banked: 20/09/2022	48.00						
	Sales Recpts Page 11318	48.00	48.00		101			Sales Recpts Page 11318
	Banked: 20/09/2022	70.80						
	Sales Recpts Page 11319	70.80	70.80		101			Sales Recpts Page 11319
	Banked: 20/09/2022	108.00						
	Sales Recpts Page 11320	108.00	108.00		101			Sales Recpts Page 11320
	Banked: 20/09/2022	15.00						
	Tropic with Sharon	15.00			1164	313	15.00	Stall Payment
	Banked: 20/09/2022	12.00						
	A Snape	12.00			4210	102	12.00	Cllr / FTC BBQ Ticket
	Banked: 21/09/2022	1,552.00						
	Sales Recpts Page 11321	1,552.00	1,552.00		103			Sales Recpts Page 11321
	Banked: 21/09/2022	6.00						
	C Thompson	6.00			4210	102	6.00	Cllr / FTC BBQ Ticket
	Banked: 21/09/2022	6.00						
	J Daly	6.00			4210	102	6.00	Cllr / FTC BBQ Ticket
	Banked: 22/09/2022	554.40						
	Sales Recpts Page 11322	554.40	554.40		101			Sales Recpts Page 11322
	Banked: 22/09/2022	171.60						
	Sales Recpts Page 11323	171.60	171.60		101			Sales Recpts Page 11323
	Banked: 22/09/2022	10,110.00						
	Sales Recpts Page 11324	10,110.00	10,110.00		101			Sales Recpts Page 11324
	Banked: 22/09/2022	647.50						
	Sales Recpts Page 11325	647.50	647.50		101			Sales Recpts Page 11325
	Banked: 22/09/2022	172.80						
	Sales Recpts Page 11326	172.80	172.80		101			Sales Recpts Page 11326
	Banked: 22/09/2022	90,000.00						
MANUAL	BUSINESS RESERVE	90,000.00			202		90,000.00	Payment Run
	Banked: 22/09/2022	6.00						
	D Toinko	6.00			4210	102	6.00	Cllr / FTC BBQ Ticket
	Banked: 23/09/2022	647.50						
	Sales Recpts Page 11327	647.50	647.50		101			Sales Recpts Page 11327

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CURRENT ACCOUNT

For Month No: 6

Receipts for Month 6

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 23/09/2022	60,000.00						
MANUAL	BUSINESS RESERVE	60,000.00			202		60,000.00	Payment Run
	Banked: 23/09/2022	3,000.00						
MANUAL	BUSINESS RESERVE	3,000.00			202		3,000.00	Payment Run
	Banked: 23/09/2022	9,500.00						
	AMAS Ltd: JLL Ltd	9,500.00			1022	106	9,500.00	Barclays Rent Q3 Oct-Dec 22
	Banked: 23/09/2022	12.00						
	J Roberts	12.00			4210	102	12.00	Cllr / FTC BBQ Ticket
	Banked: 23/09/2022	12.00						
	Up Stage Theatre	12.00			4210	102	12.00	Up Stage Theatre
	Banked: 26/09/2022	126.00						
	Sales Recpts Page 11328	126.00	126.00		101			Sales Recpts Page 11328
	Banked: 26/09/2022	153.60						
AUTO	BUSINESS RESERVE	153.60			202		153.60	Auto Transfer
	Banked: 27/09/2022	662.97						
AUTO	BUSINESS RESERVE	662.97			202		662.97	Auto Transfer
	Banked: 28/09/2022	1,368.40						
	Sales Recpts Page 11329	1,368.40	1,368.40		101			Sales Recpts Page 11329
	Banked: 28/09/2022	10,000.00						
MANUAL	BUSINESS RESERVE	10,000.00			202		10,000.00	Payment Run
201727	Banked: 29/09/2022	3,754.03						
201727	Teas and Coffees	44.25		7.38	1155	420	36.87	Teas and Coffees
201727	Mens Club	68.00		11.33	1122	312	56.67	Mens Club
201727	Bar Takings (24.09.22)	18.50		3.08	1026	420	15.42	Bar Takings (24.09.22)
201727	Stamp	1.00		0.17	1191	101	0.83	Stamp
201727	Photocopying	2.40		0.40	1003	101	2.00	Photocopying
201727	Key Fob	16.00		2.67	1191	101	13.33	Key Fob
201727	Market Rent	230.00		38.33	1149	312	191.67	Market Rent
201727	Christmas Lunch	104.00		17.33	1130	313	86.67	Christmas Lunch
201727	Lunch Club	74.00		12.33	1171	312	61.67	Lunch Club
201727	Rendezvous (8-11 Sept 22)	852.66		142.11	1027	420	710.55	Rendezvous (8-11 Sept 22)
201727	Rendezvous (12-15 Sept 22)	773.46		128.91	1027	420	644.55	Rendezvous (12-15 Sept 22)
201727	Rendezvous (16-21 Sept 22)	741.97		123.66	1027	420	618.31	Rendezvous (16-21 Sept 22)
201727	Rendezvous (22-26 Sept 22)	771.79		128.63	1027	420	643.16	Rendezvous (22-26 Sept 22)
201727	Dance Fitness (Cheques)	56.00		9.33	1120	312	46.67	Dance Fitness (Cheques)
201728	Banked: 29/09/2022	338.30						
201728	Teas and Coffees	6.75		1.12	1155	420	5.63	Teas and Coffees
201728	Postage	0.95		0.16	1191	101	0.79	Postage
201728	Stitchers	15.00		2.50	1036	312	12.50	Stitchers
201728	Lunch Club	6.50		1.08	1171	312	5.42	Lunch Club
201728	Rendezvous (27-28 Sept 22)	281.10		46.85	1027	420	234.25	Rendezvous (27-28 Sept 22)

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CURRENT ACCOUNT

For Month No: 6

Receipts for Month 6

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
201728	Dance Fitness (Cheque)	28.00		4.67	1120	312	23.33	Dance Fitness (Cheque)
	Banked: 29/09/2022	1,131.81						
AUTOq	BUSINESS RESERVE	1,131.81			202		1,131.81	Auto Transfer
	Banked: 29/09/2022	2,166.00						
	Sales Recpts Page 11336	2,166.00	2,166.00		101			Sales Recpts Page 11336
	Banked: 29/09/2022	777.00						
	Sales Recpts Page 11337	777.00	777.00		101			Sales Recpts Page 11337
	Banked: 29/09/2022	15.00						
	Pink Moon Creations	15.00		2.50	1164	313	12.50	Christmas Market
	Banked: 30/09/2022	218.00						
	Sales Recpts Page 11338	218.00	218.00		101			Sales Recpts Page 11338
	Banked: 30/09/2022	312.00						
	Sales Recpts Page 11339	312.00	312.00		101			Sales Recpts Page 11339
	Banked: 30/09/2022	1,000.00						
	Sales Recpts Page 11340	1,000.00	1,000.00		103			Sales Recpts Page 11340
	Banked: 30/09/2022	1,089.44						
	Sales Recpts Page 11341	1,089.44	1,089.44		101			Sales Recpts Page 11341
Total Receipts for Month		333,739.98	46,786.73	1,241.08			285,712.17	
Cashbook Totals		<u>338,739.98</u>	<u>46,786.73</u>	<u>1,241.08</u>			<u>290,712.17</u>	

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CURRENT ACCOUNT

For Month No: 6

Payments for Month 6

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
01/09/2022	Dycol Limited	E3887	240.00	240.00		501			Emergency Call Blocked Drains
01/09/2022	BUSINESS RESERVE	AUTO	2,249.80			202		2,249.80	Auto Transfer
02/09/2022	BUSINESS RESERVE	AUTO	1,375.73			202		1,375.73	Auto Transfer
05/09/2022	PDQ Account	DD298	624.56			204		624.56	BT Aug-Oct 22
05/09/2022	PDQ Account	DD299	27.60			204		27.60	O2 Aug 22
05/09/2022	BUSINESS RESERVE	AUTO	4,990.59			202		4,990.59	Auto Transfer
06/09/2022	Barclays Bank Charges	BACS	16.45			4058	101	16.45	Payflow Charges
06/09/2022	BUSINESS RESERVE	AUTO	2,714.45			202		2,714.45	Auto Transfer
07/09/2022	BUSINESS RESERVE	AUTO	30,211.50			202		30,211.50	Auto Transfer
08/09/2022	Mr J Bishop	BACS	300.00			4208	313	300.00	DJ/PA for Skate Comp
08/09/2022	Mr & Mrs C & T List	BACS	46.50			4147	420	46.50	Refund for failed service
08/09/2022	G Botten	BACS	58.90			4147	420	58.90	Tesco: Cafe Stock/Supplies
08/09/2022	Biggleswade Town Council	BACS	30.00			4210	102	30.00	RM Curry Night Tickets
08/09/2022	Bedfordshire Pension Fund	BACS	15,879.43			517		15,879.43	Pension Costs - August 2022
08/09/2022	HMRC	BACS	11,933.98			515		11,933.98	PAYE/NIC - August 2022
08/09/2022	A Snape (Mayor)	BACS	29.90			4210	102	29.90	Lord Liet. Donation & Mileage
08/09/2022	A Snape (Mayor)	BACS	15.00			4210	102	15.00	The Need Project Stotfold Mile
08/09/2022	A Snape (Mayor)	BACS	30.80			4210	102	30.80	Food Items for Need Project
08/09/2022	A Snape (Mayor)	BACS	199.00			4210	102	199.00	Black Suit - Op London Bridge
08/09/2022	G Palmer	BACS	778.28			515		778.28	Final Payment Sep 22
08/09/2022	Payflow	BACS	40,197.32			516		40,197.32	Wages - September 2022
08/09/2022	BUSINESS RESERVE	AUTO	6,757.38			202		6,757.38	Auto Transfer
08/09/2022	Petty Cash	CHQ	285.21			220		285.21	Top Up Petty Cash
09/09/2022	PDQ Account	DD300	37.00			204		37.00	Anglian Water
09/09/2022	PDQ Account	DD301	10.00			204		10.00	Anglian Water
09/09/2022	PDQ Account	DD302	294.00			204		294.00	Anglian Water
09/09/2022	PDQ Account	DD303	6.00			204		6.00	Anglian Water
09/09/2022	PDQ Account	DD304	232.00			204		232.00	CBC Rates
09/09/2022	PDQ Account	DD305	44.00			204		44.00	CBC Rates
09/09/2022	PDQ Account	DD306	240.00			204		240.00	CBC rates
09/09/2022	PDQ Account	DD307	3,046.00			204		3,046.00	CBC Rates
12/09/2022	Barclaycard	MANUAL	4,690.11			205		4,690.11	Aug 22 CC Purchases
14/09/2022	BUSINESS RESERVE	AUTO	13.72			202		13.72	Auto Transfer
16/09/2022	A Snape (Mayor)	BACS	9.00			4210	102	9.00	Miles to M&S for suit
16/09/2022	A Snape (Mayor)	BACS	10.00			4210	102	10.00	Floral Tribute M&S
16/09/2022	A Snape (Mayor)	BACS	17.00			4210	102	17.00	Next Tie & Clip-Op London Brid
16/09/2022	A Snape (Mayor)	BACS	146.20			4210	102	146.20	M&S Black Suit Consort Op Lond
16/09/2022	Flitwick PCC	BACS	100.00			4210	102	100.00	Donation for Candlelight Servi
16/09/2022	BACS P/L Pymnt Page 3972	BACS Pymnt	31.52	31.52		501			BACS P/L Pymnt Page 3972
20/09/2022	PDQ Account	DD310	400.22			204		400.22	British gas
20/09/2022	BUSINESS RESERVE	AUTO	5,910.48			202		5,910.48	Auto Transfer
21/09/2022	PDQ Account	DD308	170.81			204		170.81	O2 Aug 22

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Payments for Month 6				Nominal Ledger Analysis					
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
21/09/2022	PDQ Account	DD309	15.79			204		15.79	Iris Payroll
21/09/2022	PDQ Account	DD311	1,168.66			204		1,168.66	TGP
21/09/2022	BUSINESS RESERVE	AUTO	1,377.40			202		1,377.40	Auto Transfer
22/09/2022	BUSINESS RESERVE	AUTO	100,493.64			202		100,493.64	Auto Transfer
23/09/2022	ACE Fire & Security Ltd	E3837	1,512.00	1,512.00		501			Installation Fire Extinguisher
23/09/2022	All Star Business Solutions Li	E383	448.79	448.79		501			Diesel August 2022
23/09/2022	Alpha Sign Systems	E3839	42.00	42.00		501			Supply of sign for Room 20
23/09/2022	Arena Security Limited	E3840	37.20	37.20		501			Attending Callouts (03.07.22)
23/09/2022	Bedfordshire Assoc. of Parish	E3841	30.00	30.00		501			Finance for Cllrs CT
23/09/2022	Belair Coffee	E3842	445.23	445.23		501			Cafe Stock/Supplies
23/09/2022	Bidfood	E3843	3,157.10	3,157.10		501			Cafe Stock/Supplies
23/09/2022	BIFFA WASTE SERVICES LTD	E3844	1,869.16	1,869.16		501			YH Waste Disposal August 2022
23/09/2022	George Browns Ltd	E3845	325.33	325.33		501			Hedge Cutter attachment
23/09/2022	Chris Burnett Associates	E3846	8,511.00	8,511.00		501			2nd Install Park Management PI
23/09/2022	Click Travel Bookings	E3847	18.68	18.68		501			Commission Charges
23/09/2022	Complete I.T.	E3848	1,364.08	1,364.08		501			Line Rental Charges
23/09/2022	Copier Solutions (UK) Ltd	E3849	90.33	90.33		501			Monthly Photocopier Charges
23/09/2022	Corporate Travel Management	E3850	207.00	207.00		501			Room Booking Commission Charge
23/09/2022	The Cottage Bakery	E3851	115.11	115.11		501			Cafe Stock/Supplies
23/09/2022	B.W. Deacon Butchers	E3852	705.49	705.49		501			Cafe Stock/Supplies
23/09/2022	Denmanair Ltd	E3853	516.00	516.00		501			Air Conditioning Maintenance
23/09/2022	THOMAS FATTORINI LTD	E3855	42.58	42.58		501			Black Ribbon with Hook
23/09/2022	First Stop Safety	E3856	30.54	30.54		501			PAT Power Supply
23/09/2022	Flitwick Village Hall Manageme	E3857	82.50	82.50		501			Village Hall Hire September 22
23/09/2022	W Fuller & Son Ltd	E3858	666.00	666.00		501			Security at Wedding (07.09.22)
23/09/2022	Green Valley Construction Ltd	E3859	1,500.00	1,500.00		501			Lighting Trench Car Park
23/09/2022	Holdsworth	E3860	1,467.62	1,467.62		501			Cafe Stock/Supplies
23/09/2022	IAE	E3861	627.06	627.06		501			Panels & Rails (S106 funded)
23/09/2022	ICPhygiene	E3862	670.31	670.31		501			Cleaning Supplies
23/09/2022	James Hallam Council Guard	E3863	26,016.51	26,016.51		501			Insurance Bus.Travel/Sickness
23/09/2022	JEWSON LTD	E3864	51.98	51.98		501			Ply wood for Xmas Tree Stars
23/09/2022	Lamps and Tubes Illuminations	E3865	7,970.40	7,970.40		501			Restive Lighting Display 2022
23/09/2022	LWC Northampton	E3866	1,189.79	1,189.79		501			Bar Stock/Supplies
23/09/2022	Michaela Heffer	E3867	440.00	440.00		501			2 Elf Stilwalkers Xmas Lights
23/09/2022	MLP Traffic Ltd	E3868	554.64	554.64		501			Road Closure Costs
23/09/2022	Moir & Son	E3869	1,847.76	1,847.76		501			Hub Car Park Works
23/09/2022	Motion Picture Licensing Compa	E3870	374.92	374.92		501			CLU Membership 22/23

Payments for Month 6

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
23/09/2022	NFS Meetings Technology Limite	E3871	1,719.90	1,719.90		501			Bi Annual Software Support
23/09/2022	Nu Foscus	E3872	500.00	500.00		501			Delivery of Skate Competition
23/09/2022	Parish Noticeboards Company	E3873	1,105.20	1,105.20		501			2nd Install Noticeboards
23/09/2022	Pelly's Solicitors Limited	E3874	566.40	566.40		501			Professional Advice Youth
23/09/2022	Perfect Personalised Parties U	E3875	140.00	140.00		501			2 Hour Elf @ Xmas Lights Switc
23/09/2022	NETWORK RAIL	E3876	4.50	4.50		501			Bus Shelter Charges
23/09/2022	DCK Beavers Limited T/A Accoun	E3877	852.60	852.60		501			Crime & Disorder Audit May 22
23/09/2022	Rosetone Contract Furniture Lt	E3878	199.20	199.20		501			Table Cloth Hire
23/09/2022	Royal Images	E3879	93.60	93.60		501			Condolence Print HM The Queen
23/09/2022	D & G SHORT	E3880	680.78	680.78		501			Various Supplies
23/09/2022	Simply Health	E3881	359.40	359.40		501			Simply Health September 2022
23/09/2022	SSC Ventures Ltd	E3882	474.00	474.00		501			Rufus Maintenance
23/09/2022	STUART BROWN LIMITED	E3883	1,112.60	1,112.60		501			Replacement Tools
23/09/2022	TruePos Ltd (Till Systems)	E3884	180.00	180.00		501			Till Back Office Traininig
23/09/2022	Wixted Cleaning Ltd	E3886	1,674.78	1,674.78		501			Rufus Contractual Cleaning
23/09/2022	PDQ Account	DD312	10.03			204		10.03	TGP
23/09/2022	PDQ Account	DD313	36.18			204		36.18	TGP
23/09/2022	BUSINESS RESERVE	AUTO	535.22			202		535.22	Auto Transfer
26/09/2022	PDQ Account	DD314	279.60			204		279.60	BT
26/09/2022	PDQ Account	DD315	560.80			204		560.80	NPower
27/09/2022	PDQ Account	DD316	102.17			204		102.17	TGP
28/09/2022	BUSINESS RESERVE	AUTO	11,368.40			202		11,368.40	Auto Transfer
29/09/2022	Gumbles Amusements	BACS	500.00			570		500.00	Returned Deposit
29/09/2022	John Lawsons Circus	BACS	500.00			570		500.00	Returned Deposit
29/09/2022	Petty Cash	CHQ	141.96			220		141.96	Top up Petty Cash
29/09/2022	BACS P/L Pymnt Page 3970	BACS Pymnt	8,996.58	8,996.58		501			BACS P/L Pymnt Page 3970
29/09/2022	CASH	CHQ	200.00			4084	303	200.00	Purchase Angle Grinder
29/09/2022	NPower	Refund	-2,240.40	-2,240.40		501			Purchase Ledger DDR Payment
30/09/2022	PDQ Account	DD317	640.34			204		640.34	Shogun
30/09/2022	BUSINESS RESERVE	AUTO	1,979.10			202		1,979.10	Auto Transfer
Total Payments for Month			333,655.98	79,617.77	0.00			254,038.21	
Balance Carried Fwd			5,084.00						
Cashbook Totals			338,739.98	79,617.77	0.00			259,122.21	

Receipts for Month 6

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	148,247.29					148,247.29	
	Banked: 01/09/2022	2,249.80						
AUTO	CURRENT ACCOUNT	2,249.80			201		2,249.80	Auto Transfer
	Banked: 02/09/2022	1,375.73						
AUTO	CURRENT ACCOUNT	1,375.73			201		1,375.73	Auto Transfer
	Banked: 02/09/2022	1,375.73						
	Public Sector Deposit	1,375.73			1190	111	1,375.73	CCLA Interest Sep 22
	Banked: 05/09/2022	4,990.59						
AUTO	CURRENT ACCOUNT	4,990.59			201		4,990.59	Auto Transfer
	Banked: 05/09/2022	31.23						
	Barclays Banking	31.23			1190	111	31.23	Interest Received
	Banked: 06/09/2022	2,714.45						
AUTO	CURRENT ACCOUNT	2,714.45			201		2,714.45	Auto Transfer
	Banked: 07/09/2022	30,211.50						
AUTO	CURRENT ACCOUNT	30,211.50			201		30,211.50	Auto Transfer
	Banked: 08/09/2022	6,757.38						
AUTO	CURRENT ACCOUNT	6,757.38			201		6,757.38	Auto Transfer
	Banked: 08/09/2022	442,782.00						
	Central Beds Council	442,782.00			1176	111	442,782.00	22/23 Precept 2nd Intall
	Banked: 14/09/2022	13.72						
AUTO	CURRENT ACCOUNT	13.72			201		13.72	Auto Transfer
	Banked: 20/09/2022	5,910.48						
AUTO	CURRENT ACCOUNT	5,910.48			201		5,910.48	Auto Transfer
	Banked: 21/09/2022	1,377.40						
AUTO	CURRENT ACCOUNT	1,377.40			201		1,377.40	Auto Transfer
	Banked: 22/09/2022	100,493.64						
AUTO	CURRENT ACCOUNT	100,493.64			201		100,493.64	Auto Transfer
	Banked: 23/09/2022	535.22						
AUTO	CURRENT ACCOUNT	535.22			201		535.22	Auto Transfer
	Banked: 28/09/2022	11,368.40						
AUTO	CURRENT ACCOUNT	11,368.40			201		11,368.40	Auto Transfer
	Banked: 30/09/2022	1,979.10						
AUTO	CURRENT ACCOUNT	1,979.10			201		1,979.10	Auto Transfer
Total Receipts for Month		614,166.37	0.00	0.00			614,166.37	
Cashbook Totals		762,413.66	0.00	0.00			762,413.66	

Payments for Month 6				Nominal Ledger Analysis					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
02/09/2022	CURRENT ACCOUNT	AUTO	458.96			201		458.96	Auto Transfer
02/09/2022	CURRENT ACCOUNT	AUTO	1,375.73			201		1,375.73	Auto Transfer
07/09/2022	CURRENT ACCOUNT	MANUAL	30,000.00			201		30,000.00	PAYE?/NIC & CB Paymts
08/09/2022	CURRENT ACCOUNT	MANUAL	30,000.00			201		30,000.00	PAYE/NIC & CB Paymts
09/09/2022	CURRENT ACCOUNT	AUTO	2,107.00			201		2,107.00	Auto Transfer
12/09/2022	CURRENT ACCOUNT	AUTO	1,450.89			201		1,450.89	Auto Transfer
15/09/2022	CURRENT ACCOUNT	AUTO	39,124.92			201		39,124.92	Auto Transfer
16/09/2022	CURRENT ACCOUNT	AUTO	301.72			201		301.72	Auto Transfer
22/09/2022	CURRENT ACCOUNT	MANUAL	90,000.00			201		90,000.00	Payment Run
23/09/2022	CURRENT ACCOUNT	MANUAL	60,000.00			201		60,000.00	Payment Run
23/09/2022	CURRENT ACCOUNT	MANUAL	3,000.00			201		3,000.00	Payment Run
26/09/2022	CURRENT ACCOUNT	AUTO	153.60			201		153.60	Auto Transfer
27/09/2022	CURRENT ACCOUNT	AUTO	662.97			201		662.97	Auto Transfer
28/09/2022	CURRENT ACCOUNT	MANUAL	10,000.00			201		10,000.00	Payment Run
29/09/2022	CURRENT ACCOUNT	AUTOq	1,131.81			201		1,131.81	Auto Transfer
Total Payments for Month			269,767.60	0.00	0.00			269,767.60	
Balance Carried Fwd			492,646.06						
Cashbook Totals			762,413.66	0.00	0.00			762,413.66	

Bank Reconciliation Statement as at 30/09/2022
for Cashbook 1 - CURRENT ACCOUNT

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
CURRENT ACCOUNT	30/09/2022		5,084.00
			<u>5,084.00</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			5,084.00
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			5,084.00
		Balance per Cash Book is :-	5,084.00
		Difference is :-	0.00

Bank Reconciliation Statement as at 30/09/2022
for Cashbook 2 - BUSINESS RESERVE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
BUSINESS RESERVE	30/09/2022		492,646.06
			<u>492,646.06</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			492,646.06
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			492,646.06
		Balance per Cash Book is :-	492,646.06
		Difference is :-	0.00

Tasks	Lead	Target Date	Status (RAG)	Notes
<u>Community Services</u>				
1. Manor Park Plan	ESM	2022		Draft Parkland Management Plan to be considered and adopted at the October Community Services meeting. Tenders for the Heritage Works have been received however costs are over budget and options are being investigated.
2. Nature Park	ESM/TC	2024-25		Masterplan adopted by Town Council 27.9.22.
3. 3 Station Square Frontage	ESM/CSM	2022		Working group has been set up to discuss the vision for the space. A report with options had been put together however Members of the working group were still not happy with the options presented. A further meeting is to be arranged with the working group.
4. Green Agenda	ESM	2023		Members resolved to a reduced mowing scheme with CBC and to introduce Wildflower planting in the Community. Negotiations are currently ongoing with CBC to put this in place. Members to consider alternative Weed Spraying options at the October Community Services Meeting.
5. Community Services work including CCTV in line with interchange work.	ESM/CSM	2022		The Environmental Services Manager has obtained a quote for CCTV in the Town and is currently awaiting a cost from CBC for monitoring. Once all costs have been received a report will be presented to the Community Services Committee.
<u>Business Improvement & Development Board</u>				
1. Environmental Audit of the Rufus Centre – sustainability	TC	2022		Item for Council to consider at July meeting.
2. Development of a Business Plan	TC/DTC	May-22		On hold as no Business Manager in post. Task currently with members for overview and vision.
3. Install a disabled toilet that is compliant with regulations	DTC/TC	2022		Works complete and tested to meet the required needs.
4. Investigate options and viability for an online booking system	CMM/DTC	Apr-22		Meeting held between Officers and Cllrs IB/AS 6.1.22. Further investigations was required. October 2022, Officers are reviewing in context of day to day operations and quality of service.
<u>Corporate</u>				
1. Environmental audit – creating a costed plan with prioritisation	TC	2022		Contractor for environment audit decided at July Council meeting with funding from RCF.
2. Flitwick Living History website	CMM	Apr-22		The RCF funding was approved at Council 21.6.22 and Corporate decided Cllrs Blazeby, Platt and Toinko would form the membership alongside 3 residents. Training to be given regarding administering the site. The website copy about Flitwick heritage will be built on. Work is progressing on the design and framework of the website and an outline timetable for delivery given by website designers FNS.

Committee Priorities 2022

19/10/2022

3. Business continuity plan to be tested through scenarios	DTC	2022		Committee discussed this at January meeting. DTC has made contact with Cllr Badham who is happy to assist with scenarios for testing. Plan to be updated before DTC and Cllr Badham meet. The DTC had not had time to update the plan before handover due to other tasks being a higher priority, the current DTC will take this forward as time allows.
4. Finalise local organisation leases	DTC	Apr-22		Progression with leases by DTC before handover. The current DTC will take this forward.
5. Make use of dance studio space	TC/DTC	Apr-22		Access to the building has been agreed. Keep Fit classes will move to the Dance Studio on Mondays and Thursdays from end of October. The space is also available Fridays until 4pm. Officers are dealing with enquiries for bookings.

<u>Personnel</u>				
1. Stable Staffing Structure with remaining agreed vacancies filled.	TC	2022		Due to budget restraints the remaining agreed vacancies are on hold. The business team are particularly stretched as the reliability of casuals is changeable. Request to recruit a Part Time CSA agreed 16.8.22 to build resilience but recruitment has so far not been successful as at 19-10-22.
2. A robust performance management process working across all employees.	TC/DTC	2022		Performance management is used where necessary under the guidance of external HR contractors.
3. Targeted training programs to support personal development.	TC/DTC	2022		Training programs are in place for new staff as part of their induction process. Personal development is thought about by Managers throughout the year with training needs considered at annual appraisals for consideration at Personnel Committee. There is a Training Matrix to refer to.

COMMUNICATIONS & MARKETING MONTHLY FORWARD PROMOTIONAL PLAN

Month: **NOVEMBER 2022**

DATE W/C	COMMITTEE	ACTIVITY	MEDIUM
31st October	Community	Have some spooky fun as you explore the Halloween Trail today (31/10) – link to interactive map on FTC website and organisers FB page. Have you seen our entries!	Social media, website
	Community	Community Services Committee Meeting - 01/11 any agenda of public interest inc. links to agenda and supporting papers	Social media, website
	Community	Remembrance Parade – (13/11) details/timings. Everyone welcome	Social media, website, flyers
	Community	The Big Knit (04/11) – wool donations for cost of living crisis project	Social media, website, flyers
	Community	Cost of Living Crisis – support and information signposting from new FTC dedicated web page	Social media, website, flyers
	Community	What's On at The Hub this week – Tuesday Youth Club, Kickabout at Millennium, any new activities as confirmed	Social media, website, flyers
	Community	Christmas Lights Switch On £1 competition. Closing date for entries 4/11. Winner announced 7/11	Social media, website, flyers
	Community	Community events/news callout for the winter edition of Flitwick Papers and website event listing facility reminder	Social media, website
	Business	Homemade specials, cakes, national/international food days at Rendezvous Cafe	Social media, website
	Business	Thanks to everyone who came along to the Evening with the Numbers on 28/10. The Lockyer Suite can be transformed into a great space for evening parties, concerts and events	Social media, website
	PIWG	Weekly planning applications for Flitwick – share planning page website link	Social media, website
	Town	Flitwick Views Calendar for Town Mayor's Charities – on sale now	Social media, website, flyers

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COMMUNICATIONS & MARKETING MONTHLY FORWARD PROMOTIONAL PLAN

Month: **NOVEMBER 2022**

	Town	Civic Reception 29/10– round-up and photos from the event at The Rufus Centre	Social media, website
	Town	Town Mayor's 200 Club Draw October results (draw taking place 04/11). Sign up to be in November draw.	Social media, website, flyers
7th Nov	Community	Community Services Committee Meeting - 01/11 any outcome highlights of public interest	Social media, website
	Community	Remembrance Day Parade & Service this Sunday (13/11)	Social media, website
	Community	Forget Me Not next week 14/11– Paper Origami	Social media, website, flyers
	Community	Join us for Lunch Club next Tuesday 15/11– what's on the menu. Booking deadline is this Thursday 10/11	Social media, website, flyers
	Community	Flitwick Christmas Lights Switch On 27/11 – get the date in the diary and join us at the end of the month. Announcement of winner to turn on lights (if permission given).	Social media, website, flyers
	Community	Flitwick Sunday Market, next Sunday 20 th . Pop along for some Christmas gift ideas. Support local traders Note different timing this month and next month.	Social media, website, flyers
	Community	Christmas Stars – reminder to fill in your own Christmas star. Deadline to return to Town Council offices (18/11)	Social media, website, flyers
	Community	What's On at The Hub this week – Tuesday Youth Club, Kickabout at Millennium, any new activities as confirmed	Social media, website, flyers
	Business	Comedy Night is this Friday (12/11)– tickets still available	Social media, website, flyers, Eventbrite
	Business	Mind, Body and Soul Craft Christmas Fair in the Lockyer (13/11)– come along – Rufus Centre offers flexible exhibition space	Social media
	Business	Christmas Party Night at The Rufus Centre (03/12) Book your tickets. Perfect for work and friends and family Christmas celebrations	Social media, website, flyers

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COMMUNICATIONS & MARKETING MONTHLY FORWARD PROMOTIONAL PLAN

Month: **NOVEMBER 2022**

	Business	Homemade specials, cakes, national/international food days at Rendezvous Cafe	Social media, website
	PIWG	Weekly planning applications for Flitwick – share planning page website link	Social media, website
	Town	Christmas Wine Tasting Event at Rendezvous (17/11) – tickets still available (if space)	Social media, website, flyers
14th Nov	Community	Stitchers this Wednesday (16/11) – drop in session	Social media, website
	Community	Get your Christmas Shopping fix at the Flitwick Christmas Market at The Rufus Centre on Sunday 4 th Dec. Free entry. Limited number of stalls available for traders.	Social media, website, flyers, Stallfinder
	Community	Remembrance Day Parade event round up/thank you to groups and individuals involved with photos/videos	Social media, website
	Community	What's On at The Hub this week – Tuesday Youth Club, Kickabout at Millennium, any new activities as confirmed	Social media, website, flyers
	Business	Homemade specials, cakes, national/international food days at Rendezvous Cafe	Social media, website
	Business	Family Party Night at The Rufus Centre (10/12) Something different for all the family including a visit from Santa! Great event space	Social media, website, flyers
	PIWG	Weekly planning applications for Flitwick – share planning page website link	Social media, website
	Town	Town Council Meeting - 15/11 any agenda of public interest inc. links to agenda and supporting papers	Social media, website
	Town	Christmas Wine Tasting Event 17/11 – amount raised for Town Mayor's charities	Social media, website
21st Nov	Community	Flitwick Christmas Lights Switch On – this Sunday 27/11 reminder with timeline and stallholders in attendance	Social media, website, flyers

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COMMUNICATIONS & MARKETING MONTHLY FORWARD PROMOTIONAL PLAN

Month: **NOVEMBER 2022**

	Community	What's On at The Hub this week – Tuesday Youth Club, Kickabout at Millennium, any new activities as confirmed	Social media, website, flyers
	Community	Come and see the Community Team at Friday Flitwick Market this week 25/11	Social media, website
	Community	Keep warm with free blankets, hats, scarves and hand warmers made by the stitchers to help with the cost of living crisis. Get in touch.	Social media, website, flyers
	Business	Homemade specials, cakes, national/international food days at Rendezvous Cafe	Social media, website
	Business	Give the gift of a Rendezvous Café & Bar gift voucher this Christmas	Social media, website, flyers
	PIWG	Weekly planning applications for Flitwick – share planning page website link	Social media, website
	Town	Town Council Committee Meeting - 15/11 any outcome highlights of public interest	Social media, website
	Town	Flitwick Views Calendar – ideal gift for Christmas and raising money for Town Mayor's charities	Social media, website
28th Nov	Community	Flitwick Christmas Lights Switch On 27/11– event round up/thank you to parties involved with photos/videos with mention of the Christmas Stars	Social media, website , flyers
	Community	What's On at The Hub this week – Tuesday Youth Club, Kickabout at Millennium, any new activities as confirmed	Social media, website, flyers
	Community	Flitwick Christmas Market at The Rufus Centre this Sunday 4/12 – perfect for shopping. Free entry. Refreshments available from Rendezvous	Social media, website, flyers
	Business	Homemade specials, cakes, national/international food days at Rendezvous Cafe	Social media, website
	Business	Office space availability – perfect location, flexibility	Social media, website

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COMMUNICATIONS & MARKETING MONTHLY FORWARD PROMOTIONAL PLAN

Month: **NOVEMBER 2022**

	Corporate	Corporate Services Committee Meeting - 29/11 any agenda of public interest inc. links to agenda and supporting papers	Social media, website
	PIWG	Weekly planning applications for Flitwick – share planning page website link	Social media, website
	Town	Bedfordshire Day 2022 – Flying the flag at The Rufus Centre (28/11)	Social media, website

Note:

Timings to be confirmed once additional information received for the following:

Community:

New cost of living initiatives

Community Fridge

P3 Manor Park Footpath works

Green Wheel

Queen's Green Canopy – resident trees initiative autumn?

Country/Nature Park – next steps

Allotments – when spaces become available

Manor Park Parkland Management Plan

Manor Park Heritage Works

Environmental Audit

Corporate:

Flitwick Heritage website – launch end of November (tbc), possible opportunity on Bedfordshire Day with Flitwick Library anniversary celebrations

PIWG

Announcements of FTC responses to CBC on any major planning applications when they happen and link to website page.

Plus items currently in Exempt

*Committee meeting agenda highlights/outcomes – content dependent on agenda items and feedback from committee chairs

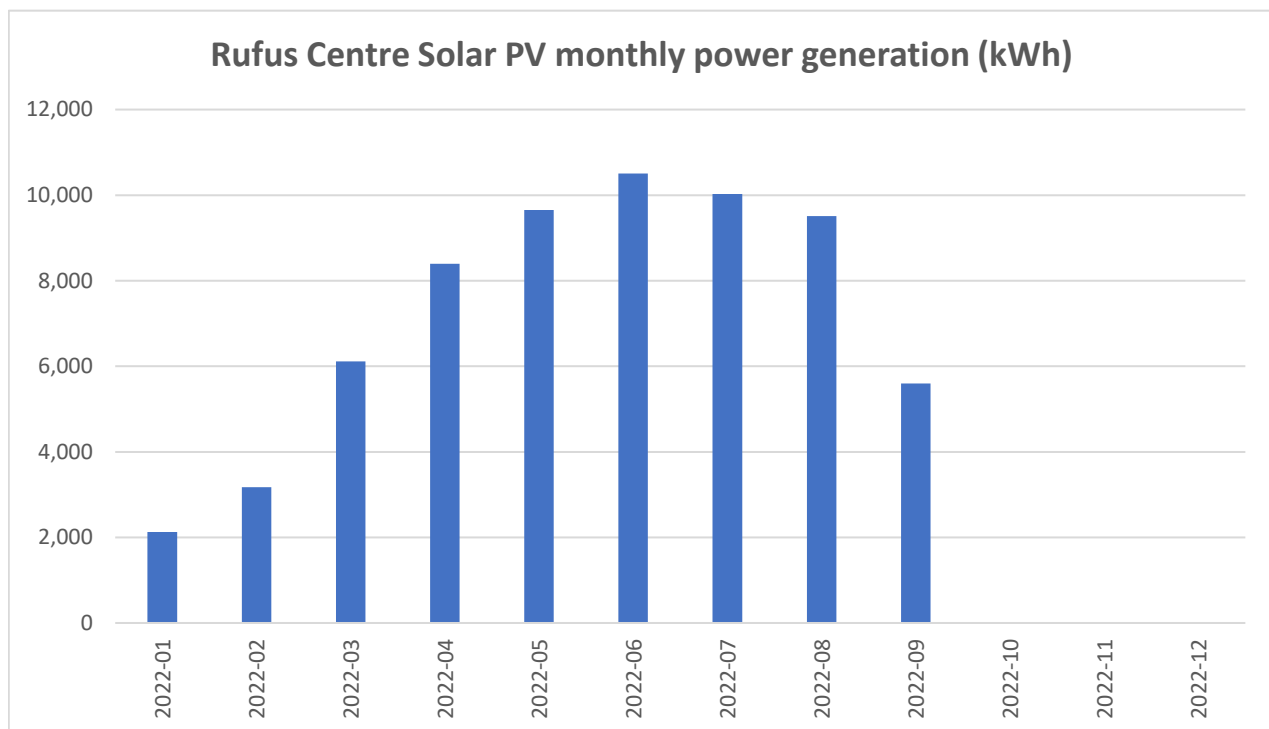
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Rufus Centre Solar PV monthly power generation (kWh)

January to September 2022

Time	InverterSN	kWh	InverterSN	kWh	Total kWh
2022-01	110470183260021	1,098	110470186120007	1,030	2,128
2022-02	110470183260021	1,593	110470186120007	1,582	3,175
2022-03	110470183260021	3,079	110470186120007	3,034	6,112
2022-04	110470183260021	4,110	110470186120007	4,287	8,397
2022-05	110470183260021	4,780	110470186120007	4,874	9,654
2022-06	110470183260021	5,049	110470186120007	5,459	10,508
2022-07	110470183260021	4,880	110470186120007	5,148	10,028
2022-08	110470183260021	4,673	110470186120007	4,835	9,508
2022-09	110470183260021	2,758	110470186120007	2,842	5,600
2022-10	110470183260021		110470186120007		
2022-11	110470183260021		110470186120007		
2022-12	110470183260021		110470186120007		
Year to date (30/9/22)					65,110





Flitwick Town Council

Officers Update – Corporate Services Committee 25 October 2022

PART 1

1. Delivery Plan

Further work is required on the delivery plan before bringing back to committee. The aspiration is to bring this to the November Corporate Services Committee meeting.

2. Overspend - Insurance Costs

Members are asked to note the overspend on Insurance (4029/422) with the current year premium being £26,017 against budget of £18,000. Quotations were sought via a broker service, however premiums have increased significantly.

3. CCLA Investment information

Following members request at the last meeting, please find included within the Corporate Committee Papers the latest investment update from CCLA for member's information.

4. Allotment Utilities

The SFO has met with the Environmental Services Manager and discussed the current spend on Allotment's utilities. She has confirmed the budget will be reviewed in line with recent rises in electricity costs.

5. Flitwick Sunday Market Income

Following member's comments further income for the Flitwick Sunday Market (1149/312) has been received and included in September's figures.

6. CCLA Investment information

The SFO can confirm work is ongoing to review spending to Complete IT compared to terms agreed within existing contract.

Mike Thorn
Corporate Services Manager

The Public Sector Deposit Fund

UK domiciled short-term LVNAV Qualifying Money Market Fund rated AAmmf
Fact Sheet – 30 September 2022

Investment objective

To maximise the current income consistent with the preservation of principal and liquidity.

Investment policy

The Fund will be invested in a diversified portfolio of high quality sterling denominated deposits and instruments. All investments at the time of purchase will have the highest short term credit rating or an equivalent and correspondingly strong long term rating.

The weighted average maturity of the investments will not exceed 60 days. The Fund will not invest in derivatives or other collective investment schemes.

Target investors

The Fund is designed for local authorities and public sector investors seeking a high level of capital security and a competitive rate of interest for their short-term investments.

Who can invest?

Any public sector organisation can invest in the Fund.

Responsible investment policy

We monitor our counterparties' environmental, social and governance risk management on a regular basis. Our research utilises external data resources and our in-house Ethical and Responsible Investment Team.

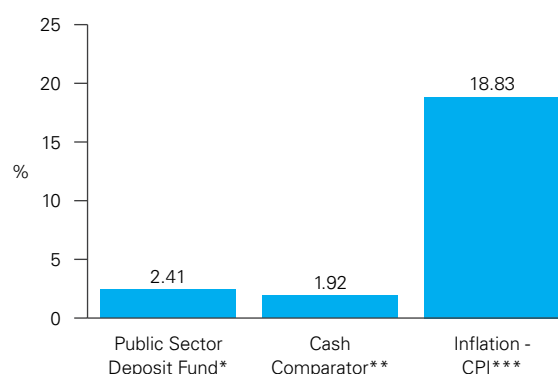
Key risks

Investors should consider the following risk factors before investing: Issuer/Credit Risk (issuer/financial institution may not pay), Market Risk (investment value affected by market conditions), Operational Risk (general operational risks), Maturity Profile (timings of investment maturity), Liquidity Risk (investment in non-readily realisable assets), Concentration Risk (need for diversification and suitability of investment) and Interest Rate Risk (changes to interest rate affecting income). Please see the Fund Prospectus for further details.

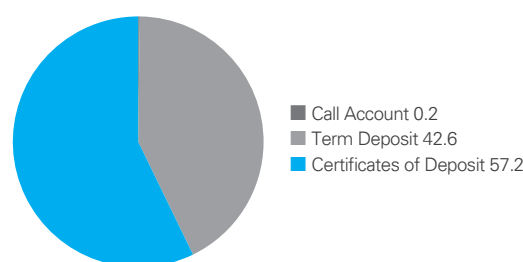
Share class 4 yield as at 30 September 2022

1.9551%

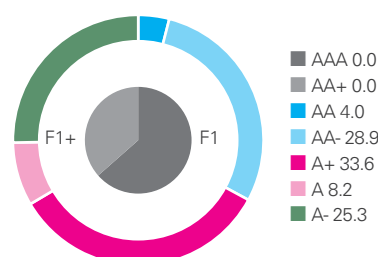
5 years cumulative performance



Asset type (%)



Credit rating† (%)



Top 10 counterparty exposures (%)

8.9%	Bank of Montreal
8.9%	Landesbank Baden-Wuerttemberg
8.9%	Yorkshire Building Society
7.1%	DBS Bank Limited
5.6%	National Bank of Canada
4.6%	Nationwide Building Society
4.0%	Handelsbanken plc
3.6%	Santander UK plc
3.6%	BNP Paribas
3.6%	Credit Industriel et Commercial

Top 10 country exposures (%)

26.1%	United Kingdom
17.6%	Canada
12.9%	France
12.9%	Germany
9.3%	Singapore
7.5%	Japan
4.9%	Sweden
3.1%	Finland
1.3%	Norway
1.3%	Switzerland

*Source: CCLA - Net performance shown after management fees and other expenses with gross income reinvested. The yield on the Fund will fluctuate and past performance is not a reliable indicator of future results. **Comparator Benchmark - Sterling Overnight Index Average (SONIA) from 1 January 2021. Prior to that, the comparator benchmark was the 7-Day Sterling London Interbank Bid Rate (7-Day LIBID). ***Consumer Price Index (CPI) is lagged one month. †Using Fitch Ratings methodology.

Income - period to end September

Average yield over the month	1.7487%
Yield at the month end	1.9551%

Discrete year total return performance

	2022	2021	2020	2019	2018
12 months to 30 September					
The Public Sector Deposit Fund	+0.67%	+0.04%	+0.47%	+0.75%	+0.46%
Comparator Benchmark	+0.73%	+0.01%	+0.21%	+0.58%	+0.38%
Relative	-0.06%	+0.03%	+0.26%	+0.17%	+0.08%

Annualised total return performance

	1 year	3 years	5 years
Performance to 30 September			
The Public Sector Deposit Fund	+0.67%	+0.39%	+0.48%
Comparator Benchmark	+0.73%	+0.31%	+0.38%
Relative	-0.06%	+0.08%	+0.10%

Net performance shown after management fees and other expenses with gross income reinvested. Comparator Benchmark - SONIA from 1 January 2021. Prior to that, the comparator benchmark was 7-Day LIBID. Past performance is not a reliable indicator of future results. Source: CCLA

Market update

As September drew to a close, the global economic headlines were dominated by the UK. On 23 September, the day after the Bank of England announced a 0.5% hike (taking the policy rate to 2.25%, slightly lower than markets had anticipated), new chancellor Kwasi Kwarteng announced a number of unfunded tax cuts including the surprise withdrawal of the top income tax rate of 45%. The UK bond markets reacted with alarm to the prospect of an uncapped, but potentially massive, increase in the national debt burden. Yields on the benchmark 10-year government bond rose sharply, climbing from 2.7% at the start of September to a peak of 4.59%. In addition, short term interest rates have seen abnormal market movements with the forward-looking instruments at one point pricing in a Bank Rate of over 3.5% next month and 6% by March. The Bank of England was obliged to intervene to, in its words, 'restore orderly market conditions' suspending its own programme of quantitative tightening which had been approved only approved six days previously, it promised to buy long dated government bonds in order to assist pension funds that needed to raise cash urgently in the face of falling asset values. The Bank's willingness to act helped to settle market nerves, but nevertheless yields on the 10-year gilt were still over 4% by 30 September. This takes yields to approximately four times the levels seen at the beginning of this year and accounts for the large drops in bond indices we have witnessed.

Key facts

Fund size	£1,126m
Credit quality and sensitivity rating by Fitch	AAAmmf
Weighted average maturity (Maximum 60 days)	34.20 days
Launch date	May 2011
Minimum initial investment	£25,000.00
Minimum subsequent investment	£5,000.00
Dealing day	Each business day*
Withdrawals	On demand
Domicile	United Kingdom
ISIN Share Class 4	GB00B3LDFH01
Interest payment dates	End of each month
Ongoing charges figure (OCF)**	0.08%***

*Dealing instructions (including cleared funds for purchases) must be received by 11.30 am. **The OCF is based on the annual management charge ("AMC") but excludes portfolio transaction costs. The AMC for the Fund is 0.10% and is inclusive of all other costs and expenses of operating and administering the Fund such as depositary, custody, audit and regulatory fees. The AMC was reduced to 0.08% on a temporary basis in November 2015 to improve the income distribution, due to low interest rates. In May 2021, the AMC was temporarily reduced further to 0.06%. ***With effect from 1 April 2022 and until further notice, the AMC applied to the Fund reverted to the previously discounted rate of 0.08%.

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Risk warning and disclosures

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