



# Stanley Town Council

## NOTICE OF MEETING

I hereby give notice that a meeting of the Finance and General Purposes Committee of Stanley Town Council will be held on Tuesday, the 20<sup>th</sup> September 2022 at 6.30pm at Stanley Civic Hall.

TO ALL MEMBERS of STANLEY TOWN COUNCIL FINANCE AND GENERAL PURPOSES COMMITTEE

G Binney\*

A Jones

J Nicholson

A Hanson§

J Kane

D Tully

H Clark

J McMahon

O Milburn∞

L Ferry

S McMahon

A Clegg∞

\*Chairman    § Vice-Chairman    ∞Ex- Officio

Due to the death of Her Majesty Queen Elizabeth II, the Finance and General Purpose meeting of 13<sup>th</sup> September 2022, has been postponed until Tuesday the 20<sup>th</sup> September 2022.

Therefore, you are hereby summoned to attend a meeting of the Finance and General Purposes Committee of Stanley Town Council to be held in Stanley Civic Hall, Front Street, Stanley, DH9 0NA, on Tuesday the 20<sup>th</sup> September 2022 at 6.30pm in order to transact the following business:

Yours sincerely,

Helen Richardson

Town Clerk

13<sup>th</sup> September 2022

Please turn off all mobile phones or set to silent mode

Please refer to the Policy for recording proceedings

## A G E N D A

### 1 APOLOGIES FOR ABSENCE

To **RECEIVE** any apologies and reasons for absence.

### 2 DECLARATIONS OF INTEREST

Members are invited to **DECLARE** disclosable pecuniary interests and other interests, along with the nature of those interests, in relation to any item on this agenda.

### 3 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIR

To **RECEIVE** announcements from the Chair or Town Clerk.

### 4 PUBLIC PARTICIPATION

An adjournment will be allowed at the direction of the Chairman to allow for public comment and response in relation to items on this agenda or to consider written questions from the public submitted in advance of the meeting (*Individuals will be permitted a maximum of three minutes each. Total time for this session is limited to fifteen minutes*).

### 5 CONFIRMATION OF MINUTES

To **APPROVE** as a correct record and sign the minutes of the Finance and General Purposes Committee meetings held on

- 12<sup>th</sup> July 2022 **(ATTACHMENT A)**

### 6 ACCOUNTS FOR PAYMENT & BANK RECONCILIATION

Statutory Basis: Accounts & Audit (England) Regulations 2011

#### June 2022

Schedule of Payments	<b>(ATTACHMENT B)</b>
Schedule of Receipts	<b>(ATTACHMENT C)</b>
Bank Reconciliation & Bank Balances	<b>(ATTACHMENT D)</b>

#### July 2022

Schedule of Payments	<b>(ATTACHMENT E)</b>
Schedule of Receipts	<b>(ATTACHMENT F)</b>
Bank Reconciliation & Bank Balances	<b>(ATTACHMENT G)</b>

#### August 2022

Schedule of Payments	<b>(ATTACHMENT H)</b>
Schedule of Receipts	<b>(ATTACHMENT I)</b>
Bank Reconciliation & Bank Balances	<b>(ATTACHMENT J)</b>

Committee is requested to **CONSIDER** the attached information and:

- (i) **APPROVE** the payment of accounts for June, July and August 2022, and,
- (ii) **NOTE** the Bank Reconciliation for June, July and August 2022.

**7 ANNUAL GOVERNANCE AND ACCOUNTABILTY RETURN (ATTACHMENT K)**

Committee is requested to **NOTE** the Annual Governance and Accountability Return for 2021/2022.

**8 QUARTER 1 BUDGET MONITOR REPORT (ATTACHMENT L)**

Committee is requested to **NOTE** the budget monitoring report for Quarter 1 2022/23.

**9 UPDATE FROM BUILDING WORKING GROUP**

To **RECEIVE** the verbal update from the Town Clerk in respect of the Building Working Group.

**10 DATE, TIME AND VENUE OF NEXT MEETING**

Tuesday 11<sup>th</sup> October 2022, 6.30pm, Stanley Civic Hall.

**11 EXCLUSION OF PRESS AND PUBLIC**

To **RESOLVE** that under Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during consideration of the following items of business as publicity would be prejudicial to the public interest due to the confidential nature of the business to be transacted.

*Justification of excluding the public and press for the consideration of the following items: Discussion falls under the Data Protection Act 2018*

**12 UPDATE FROM STAFFING WORKING GROUP**

To **RECEIVE** the verbal update from the Town Clerk in respect of the Staffing Working Group and to **DISCUSS/APPROVE** the recommendations of the Town Clerk.

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*In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are welcome to attend the meeting. Members of the public will only be permitted to speak at the beginning of the meeting during Public Participation.*

**MINUTES of the FINANCE & GENERAL PURPOSE MEETING of STANLEY TOWN COUNCIL held at Stanley Civic Hall on Tuesday 12th July 2022 at 6.30pm**

G Binney\*  
A Jones

A Hanson§  
D Tully

H Clark  
A Clegg

S McMahon  
J Nicholson

\*Chairman § Vice-Chairman

**OFFICERS:** Helen Richardson (Town Clerk)  
Michelle Robertson (Events & Admin Support Officer)  
Peter Burns (Facilities & Events Officer)

**44. APOLOGIES FOR ABSENCE**

Members **RECEIVED** apologies from Cllr. L Ferry, Cllr. O Milburn, Cllr. J McMahon and Cllr. J Kane.

**45. DECLARATIONS OF INTEREST**

No declarations of interest were received.

**46. PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIR**

No announcements from the Chair.

The Town Clerk updated members re the Boiler House, two boilers are now working, with one of those capped off due to insufficient ventilation in the boiler house. We are waiting for an update from DCC on the next steps in regard to this.

Town Clerk reminded members a decision must be made, as to which members will sit on the small working groups as discussed at Full Council meeting and hoped this will be confirmed at the next Full Council Meeting on 26th July 2022

**47. PUBLIC PARTICIPATION**

No members of the public were present, and no questions had been received in advance.

**48. CONFIRMATION OF MINUTES**

It was proposed by Cllr. A Clegg and **RESOLVED** that the minutes from the Finance and General Purposes Committee meeting held on 14<sup>th</sup> June 2022 be **APPROVED** and signed as a correct record.

## 49. ACCOUNTS FOR PAYMENT & BANK RECONCILIATION

It was proposed by Cllr A Hanson, and **RESOVLED** that the committee take papers as one item and **APPROVES** the payment of accounts for May 2022 and **NOTED** the bank reconciliation for May 2022.

## 50. RESERVES

### FINANCIAL SERVICE COMPENSATION SCHEME

Town Clerk explained to members that although this could be done, by spreading over 6 individual accounts, it would create a significant amount of additional work for the accounts team.

She would also be curious to know how DCC manage their accounts. Cllr. J Nicholson confirmed DCC operates in the same way as STC, there is concern there that our funds should be protected, and that other smaller councils do in fact spread over additional accounts providing them with a level of protection.

Cllr. S McMahon agreed that there are concerns over protecting council funds, but the members should be conscious of the impact on staff.

Council **DECIDED** further investigation was needed before a decision could be made.

## 51. ACTION LOG

Members **NOTED** an update from the Town Clerk, there are some updates to be made to the Action Log and this will be brought to the next Finance & General Purpose meeting 13<sup>th</sup> September 2022.

## 52. EVENTS UPDATE

Members **NOTED** an update from the Clerk, that the Events Working Group met 15<sup>th</sup> June 2022, with its new membership. A good meeting looking at this year's events schedule, with each event well into it planning. Meeting to be held on the 3<sup>rd</sup> Wednesday of every month.

## 53. DATE, TIME AND VENUE OF NEXT MEETING

Tuesday 13<sup>th</sup> September 2022, 6.30pm, Stanley Civic Hall.

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*In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are welcome to attend the meeting. Members of the public will only be permitted to speak at the beginning of the meeting during Public Participation.*

Invoice Date	Centre	A/C	Invoice Number	Ref No	Supplier A/c Name	Amount	Analysis Description
<b>Stanley Town Council (101)</b>							
01/06/2022	101	4000	30718069	5564	BROOK STREET	768.18	20.05.2022 Agency MR
01/06/2022	101	4000	30730439	5592	BROOK STREET	768.18	27.05.2022 Agency MR
01/06/2022	101	4000	30743352	5593	BROOK STREET	731.60	03.06.2022 Agency MR
01/06/2022	101	4012	S/L3337	5594	NEREO	150.00	Events and Admin Advert
01/06/2022	101	4000	30756171	5617	BROOK STREET	722.45	10.06.2022 Agency MR
01/06/2022	101	4000	30656085	5627	BROOK STREET	813.90	15.04.2022 Agency MR
01/06/2022	101	4000	30594096	5628	BROOK STREET	723.60	18.03.2022 Agency MR
<b>Office Accommodation (105)</b>							
01/06/2022	105	4061	4152	5566	SNOWDON	250.00	May 22 Rent
<b>Administration (110)</b>							
01/06/2022	110	4054	515248082	5572	ZURICH	4,673.67	16.07.22 - 15.07.23 Insurance
01/06/2022	110	4106	0-301998	5577	LOYVERSE	20.00	Till Subscription May 22
01/06/2022	110	4105	272091	5618	DOCUMENTSOLUTIONS	45.27	May 22 Photocopies
08/06/2022	110	4999	80622	5621	BARCLAYS	159.37	June 22 E-Pay Charges
08/06/2022	110	4999	8062022	5622	BARCLAYS	11.85	June 22 Mixed Charges
14/06/2022	110	4123	238047	5624	ASPIRE	885.14	May 22 Tele/IT Charges
<b>Publicity (115)</b>							
01/06/2022	115	4205	2706	5615	JAK	160.00	June I&A Advert
<b>Democracy (200)</b>							
<b>Services (300)</b>							
<b>Pact House (305)</b>							
<b>AP Community Room (307)</b>							
01/06/2022	307	4050	8062022	5576	DURHAMDD	53.00	June Rates AP Hut
01/06/2022	307	4053	16954978	5589	CORONA	53.86	May 22 Gas AP Hut
01/06/2022	307	4053	IN0001324744	5606	CORONA	20.02	May 22 Gas AP Hut
01/06/2022	307	4065	252929310	5614	DCCRB	350.00	AP Hut Asbestos Plan 21-22
<b>Warden Service (310)</b>							
<b>Events (320)</b>							
01/06/2022	320	4421	418	5563	STEVENTS	10,000.00	Fireworks Display
01/06/2022	320	4423	735	5567	JNKEARTON	886.00	Jubilee Project
01/06/2022	320	4423	2499	5569	AHILLARY	350.00	Jubilee Beacon Lighting
01/06/2022	320	4439	IN0001324743	5607	CORONA	16.35	May 22 Xmas Kiosk Electricity
01/06/2022	320	4423	1	5608	PHILLIP TAIT	80.00	Bugler - Jubilee Performance
14/06/2022	320	4427	14062022	5623	HEAVEN SCENT	45.00	Flowers

Invoice Date	Centre	A/C	Invoice Number	Ref No	Supplier A/c Name	Amount	Analysis Description
<b>Environmental Services (350)</b>							
01/06/2022	350	4065	73	5568	MAIN	19.12	Repairs and Maintenance
01/06/2022	350	4131	E2015412313	5578	ALLSTAR	14.41	May 22 Fuel
01/06/2022	350	4065	2097152	5580	DAWSONGRP	87.11	Repairs and Maintenance
01/06/2022	350	4130	677639	5581	DAWSONGRP	465.93	May 22 Van Hire
01/06/2022	350	4131	E2015482933	5605	ALLSTAR	51.28	May 22 Fuel
01/06/2022	350	4065	74	5616	MAIN	8.08	Repairs and Maintenance
01/06/2022	350	4137	1336343	5619	PMI CREATIVE	2,520.00	BGF Posters
<b>(450)</b>							
01/06/2022	450	4000	30656084	5626	BROOK STREET	717.88	15.04.2022 Agency SP
<b>Civic Hall (500)</b>							
01/06/2022	500	4102	S0146912	5565	NORTHSTAT	291.43	Stationery
01/06/2023	500	4065	73	5568	MAIN	43.70	Repairs and Maintenance
01/06/2022	500	4055	2294	5570	WASHINGTON	299.02	Cleaning Products
01/06/2022	500	4065	2330	5571	GARYHALL	100.00	Repairs and Maintenance
01/06/2022	500	4998	27231	5574	HOG100	1,277.03	April 22 Websales
01/06/2022	500	4102	SINV00728103	5575	ACS	35.94	Stationery
01/06/2022	500	4052	267646054/22	5579	TOTALGAS	1,871.64	28.02.2022-31.05.2022 Electric
01/06/2022	500	4998	PO3002937763	5582	WORLDPAY	373.61	May 22 Worldpay
01/06/2022	500	4998	PO3076950763	5583	WORLDPAY	54.33	May 22 Worldpay
01/06/2022	500	4056	Q139CV	5585	BT	37.89	01.06.22-31.08.22 BT Alarm
01/06/2022	500	4998	PO3076951073	5586	WORLDPAY	26.28	May 22 Worldpay
01/06/2022	500	4052	267774270/22	5588	TOTALGAS	1,271.70	May 22 Electricity
01/06/2022	500	4077	27223	5590	HOG100	1,634.00	Liscences
01/06/2022	500	4066	209501175	5591	AMAZON	119.99	Candy Floss Machine Equipment
01/06/2022	500	4112	20062022	5595	DCCRB	3,759.31	Building Compliance 22/23
01/06/2022	500	4102	SINV00728102	5596	ACS	29.87	Stationery Supplies
01/06/2022	500	4102	SCRN00084079	5597	ACS	-	14.88 Stationery Supplies
01/06/2022	500	4055	2264	5598	WASHINGTON	417.45	Cleaning Material
01/06/2022	500	4425	12062022	5599	TACAIN	175.00	Tech Support 12.06.2022
01/06/2022	500	4050	30062022	5600	DURHAMDD	858.00	June 22 Business Rates
01/06/2022	500	4056	5062022	5603	BT	38.64	May 22 BT Alarm
01/06/2022	500	4125	CIVIC111117-	5609	PCAPREDICT	50.00	Annual Postcode Predictor
01/06/2022	500	4700	ONEACT	5613	ALAN GODFREY	910.22	One Act Festival
01/06/2023	500	4065	74	5616	MAIN	33.68	Repairs and Maintenance
01/06/2023	500	4105	272091	5618	DOCUMENTSOLUTIONS	38.53	May 22 Photocopies
<b>Civic Hall Bar (510)</b>							
01/06/2022	510	4600	9120174	5587	LWC	1,237.96	Bar Stock
01/06/2022	510	4600	9016456	5601	LWC	515.96	Bar Stock
01/06/2022	510	4600	9019276	5602	LWC	84.08	Bar Stock
01/06/2022	510	4603	20062022	5604	BOC	10.95	May 22 BOC Charges
01/06/2022	510	4600	58924	5610	ASDA	2.70	Bar Stock
01/06/2022	510	4600	19729	5611	ASDA	6.40	Bar Stock
01/06/2022	510	4601	41552	5612	ASDA	6.69	Bar Sundries
<b>Loan Charges (520)</b>							
						42,218.37	Monthly Expenditure Sub Total

Invoice Date	Centre	A/C	Invoice Number	Ref No	Supplier A/c Name	Amount	Analysis Description
<b>Payroll May 2022 Deductions</b>							
	4000	101			STC	3,855.42	
	4000	450			Civic Hall	1,356.18	
	4005	500			Casual Staff	157.60	
	4000	350			Environmental Services	2,975.47	
<b>Payroll June 2022</b>							
	4000	101			STC	4,476.40	
	4000	450			Civic Hall	3,077.89	
	4005	500			Casual Staff	1,641.88	
	4000	350			Environmental Services	5,749.30	
					<b>SUBTOTAL</b>	<b>23,290.14</b>	<b>Monthly Payroll Total</b>
					<b>TOTAL</b>	<b>65,508.51</b>	<b>Overall Monthly expenditure</b>



## Schedule of Receipts June 2022

Centre	£ Amount	Transaction Detail
<b>Invoices Paid (Civic Hall) (100)</b>		
100	10.00	Chat & Craft
100	570.00	Timeless Theatre
100	678.00	Durham County Council
100	776.00	North Road Gym
100	66.00	U3A
<b>Administration (110)</b>		
110	0.97	Loyalty Reward
110	37.72	Loyalty Reward
<b>Precept (111)</b>		
<b>AP Community Room (307)</b>		
<b>Environmental Services (350)</b>		
<b>Civic Hall (500)</b>		
500	161.25	20220527-20220531 Websales
500	15.00	20220527-20220531 Websales
500	162.50	20220601-20220607 Websales
500	30.83	20220601-20220607 Websales
500	38.75	20220608-20220614 Websales
500	9.17	20220608-20220614 Websales
500	10.00	20220615-20220621 Websales
500	2.50	20220615-20220621 Websales
500	700.00	Change Request
500	31.67	20220622-20220627 Websales
500	5.00	20220622-20220627 Websales
<b>(510)</b>		
510	1,076.72	20220530-20220605 Card
510	1,044.55	20220530-20220605 Cash
510	86.52	20220606-20220612 Card
510	129.66	20220620-20220626 Card
<b>Civic Hall Income For Future Shows (530)</b>		
530	5,838.00	20220527-20220531 Websales
530	4,672.00	20220601-20220607 Websales
530	712.00	20220523-20220529 Card
530	900.00	20220608-20220614 Websales
530	280.00	20220615-20220621 Websales
530	241.00	20220530-20220605 Cash
530	81.00	20220606-20220612 Card
530	614.00	20220622-20220627 Websales
530	8.00	20220613-20220619 Card
530	16.00	20220620-20220626 Card
530	24.00	20220627-20220703 Card
530	-	39.00
530	975.00	20220530-20220605 Card
<b>Total</b>	<b>19,964.81</b>	

Date: 05/07/2022

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Time: 15:52

**Bank Reconciliation Statement as at 30/06/2022  
for Cashbook 1 - Current Bank A/c**

User: ANNB

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
mixed payments account	30/06/2022		33,043.01
Savings Account	30/06/2022		788,525.71
Current Bank Account-e account	30/06/2022		23,055.70
			<u>844,624.42</u>
<b><u>Unpresented Cheques (Minus)</u></b>		<b><u>Amount</u></b>	
30/11/2021 100044 James Michael Crowley		25.00	
			<u>25.00</u>
			844,599.42
<b><u>Receipts not Banked/Cleared (Plus)</u></b>			
		0.00	
			<u>0.00</u>
			844,599.42
		<b>Balance per Cash Book is :-</b>	<b>844,599.42</b>
		<b>Difference is :-</b>	<b>0.00</b>

Date	Description	Money in	Money out	Balance
28/06/2022	Counter Credit SumUp Payments Acc PID161693-SUMUP BGC	£155.59		£33,043.01

Date	Description	Money in	Money out	Balance
24/06/2022	Funds Transfer 203351 43231674 FT		-£20,000.00	£788,525.71

Date	Description	Money in	Money out	Balance
30/06/2022	Remittance POST OFFICE CREDIT REM	£776.00		£23,055.70

## Schedule of Payments July 2022

Invoice Date	Centre	A/C	Invoice Number	Ref No	Supplier A/c Name	Amount	Analysis Description
<b>Stanley Town Council (101)</b>							
01/07/2022	101	4000	30781941	5642	BROOK STREET	685.87	24.06.2022 Agency MR
01/07/2022	101	4000	30769230	5645	BROOK STREET	768.18	17.06.2022 Agency MR
01/07/2022	101	4000	30794380	5653	BROOK STREET	754.46	01.07.2022 Agency MR
01/07/2022	101	4000	30819219	5688	BROOK STREET	759.03	15.07.2022 Agency MR
01/07/2022	101	4000	30806900	5689	BROOK STREET	685.87	08.07.2022 Agency MR
<b>Office Accommodation (105)</b>							
01/07/2022	105	4061	4181	5638	SNOWDON	250.00	June 22 Rent
<b>Administration (110)</b>							
01/07/2022	110	4106	0-314912	5649	LOYVERSE	20.00	Loyverse Subscription
01/07/2022	110	4999	76751	5651	BARCLAYS	11.15	June 22 Mixed Charges
01/07/2022	110	4114	19072022	5672	ASDA	3.33	Refreshments
01/07/2022	110	4999	16062022	5685	BARCLAYS	64.12	May/June 22 E-Payments
01/07/2022	110	4105	272653	5691	DOCUMENTSOLUTIONS	34.11	June 22 Photocopies
<b>Publicity (115)</b>							
01/07/2022	115	4205	2925	5646	JAK	160.00	July I&A Advert
01/07/2022	115	4205	1336562	5699	PMI CREATIVE	120.00	Foamex Board
<b>Democracy (200)</b>							
<b>Services (300)</b>							
<b>Pact House (305)</b>							
<b>AP Community Room (307)</b>							
01/07/2022	307	4053	17011217	5665	CORONA	42.71	June 22 Gas AP Hut
01/07/2022	307	4052	IN0001356125	5667	CORONA	18.85	June 22 Electricity AP Hut.
01/07/2022	307	4050	10722	5702	DCCRB	53.00	July 22 AP Hut Rates
<b>Warden Service (310)</b>							
01/07/2022	310	4116	252937834	5692	DURHAMDD	6,385.00	June 22 Warden Service
<b>Events (320)</b>							
01/07/2022	320	4439	IN0001356124	5666	CORONA	16.35	June 22 Xmas Tree Kiosk
01/07/2022	320	4423	2510	5677	AHILLARY	8,596.00	Armed Forces Day
<b>Environmental Services (350)</b>							
06/07/2022	350	4133	REV 100044	5629	JAMESMICHAELCROWLEY	25.00	Reverse lost cheque J Crowley
28/06/2022	350	4133	100049	5630	JAMESMICHAELCROWLEY	25.00	J Crowley replacement cheque
01/07/2022	350	4066	70235	5647	OLIVERS	9.48	Maintenance Equipment
01/07/2022	350	4066	103513	5652	GUSTHARTS	1,280.00	Tools and Equipment

Schedule of Payments July 2022

Invoice Date	Centre	A/C	Invoice Number	Ref No	Supplier A/c Name	Amount	Analysis Description
01/07/2022	350	4131	E2015543647	5663	ALLSTAR	105.74	June 22 Fuel
01/07/2022	350	4130	679359	5673	DAWSONGRP	450.90	June 22 Van Hire
01/07/2022	350	4405	1336268	5675	PMI CREATIVE	240.00	BGF Banners
01/07/2022	350	4131	E2015626268	5694	ALLSTAR	65.95	June 22 Fuel
01/07/2022	350	4134	1336553	5700	PMI CREATIVE	110.00	In Bloom Displays
<b>Grant Funding (400)</b>							
01/07/2022	400	4505	3645	5676	CDCF	50,000.00	Stanley Fund
<b>Civic Hall (500)</b>							
01/07/2022	500	4425	280622	5639	TACAIN	210.00	26.06.2022 Tech Angela Marie
01/07/2022	500	4700	WIZOFOZ	5640	REECE SIBBALD	15,664.66	Wizard Of Oz tickets
01/07/2022	500	4700	1009	5641	CONFIDANCE UK	1,265.00	Wierd and Wonderful Tickets
01/07/2022	500	4998	27275	5643	HOGE100	762.06	June 22 Websales
01/07/2022	500	4065	32713	5644	COMPAC NE LTD	720.00	Repairs and maintenance
01/07/2022	500	4055	6072022	5650	HOME BARGAINS	10.07	Cleaning Material
01/07/2022	500	4066	122592	5654	AMAZON	12.02	Treat Bags
01/07/2022	500	4066	118441	5655	AMAZON	6.01	Treat Bags
01/07/2022	500	4066	4148326	5656	AMAZON	8.99	Candy Floss Sticks
01/07/2022	500	4066	937	5657	AMAZON	28.47	Popcorn Bags
01/07/2022	500	4066	GB23BHZQAEUI	5658	AMAZON	36.12	Bar Sundries
01/07/2022	500	4066	202239	5659	AMAZON	14.16	Drinking Straws
01/07/2022	500	4066	2022922	5660	AMAZON	14.98	Popcorn Bags
01/07/2022	500	4700	3072022	5661	SWANKENNEYTHEATRE	1,270.00	Dance Extravaganza Tickets
01/07/2022	500	4055	1419749	5662	CATHEDRAL	363.99	Hygeine Services Quarterly
01/07/2022	500	4998	212586812	5668	WORLDPAY	280.11	June 22 Worldpay
01/07/2022	500	4998	212887632	5669	WORLDPAY	34.96	June 22 Worldpay
01/07/2022	500	4998	212847613	5670	WORLDPAY	12.90	June 22 Worldpay
01/07/2022	500	4065	252946728	5678	DCCRB	100.10	Repairs and maintenance
01/07/2022	500	4650	6276376	5681	FILMBANK	83.00	Bad Guys The Movie
01/07/2022	500	4425	17072022	5682	TACAIN	175.00	17.07.2022 Tech Sara Ellen
01/07/2022	500	4425	22072022	5683	TACAIN	140.00	22.07.2022 Tech SOD
01/07/2022	500	4998	27075	5684	HOGE100	274.77	April 22 Websales
01/07/2022	500	4052	270397517/22	5687	TOTALGAS	1,189.38	June 22 Electricity
01/07/2022	500	4105	272653	5691	DOCUMENTSOLUTIONS	32.70	June 22 Photocopies
01/07/2022	500	4059	1282	5693	A1 LAUNDRIES	372.11	Laundry
01/07/2022	500	4650	27072022	5695	AMAZON	8.33	Sonic DVD
01/07/2022	500	4102	SO147901	5697	NORTHSTAT	89.21	Stationery
01/07/2022	500	4650	CC777	5698	CLOSECATER	313.20	Catering
01/07/2022	500	4050	1072022	5701	DCCRB	858.00	July 22 CH Rates
01/07/2022	500	4100	240348	5703	ASPIRE	882.65	July 22 Tele/IT Charges

Invoice Date	Centre	A/C	Invoice Number	Ref No	Supplier A/c Name	Amount	Analysis Description
<b>Civic Hall Bar (510)</b>							
01/07/2022	510	4600	515194	5631	PIONEER	122.78	Bar Stock
01/07/2022	510	4601	541347	5632	PIONEER	641.17	Bar Sundries
01/07/2022	510	4601	558316	5633	PIONEER	115.20	Bar Sundries
01/07/2022	510	4601	565881	5634	PIONEER	218.78	Bar Sundries
01/07/2022	510	4601	578627	5635	PIONEER	470.63	Bar Sundries
01/07/2022	510	4601	582030	5636	PIONEER	60.12	Bar Sundries
01/07/2022	510	4600	583311	5637	PIONEER	78.06	Bar Stock
01/07/2022	510	4600	9083210	5664	LWC	599.08	Bar Stock
01/07/2022	510	4600	18072022	5671	ASDA	9.29	Bar Stock
01/07/2022	510	4600	9097637	5674	LWC	192.98	Bar Stock
01/07/2022	510	4603	3068774795	5686	BOC	94.87	June 22 BOC Charges
01/07/2022	510	4601	2072022	5696	ALDI	22.65	Sundries
<b>Loan Charges (520)</b>							
						<b>99,548.66</b>	<b>Monthly Expenditure Sub Total</b>
<b>Payroll June 2022 Deductions</b>							
	4000	101			STC	3,853.07	
	4000	450			Civic Hall	1,247.92	
	4005	500			Casual Staff	88.60	
	4000	350			Environmental Services	2,977.81	
<b>Payroll July 2022</b>							
	4000	101			STC	4,302.86	
	4000	450			Civic Hall	3,312.63	
	4005	500			Casual Staff	2,268.11	
	4000	350			Environmental Services	5,795.22	
					<b>SUBTOTAL</b>	<b>23,846.22</b>	<b>Monthly Payroll Total</b>
					<b>TOTAL</b>	<b>123,394.88</b>	<b>Overall Monthly expenditure</b>



Centre	£ Amount	Transaction Detail
<b>Invoices Paid (Civic Hall) (100)</b>		
100	100.00	South Moor Musical Theatre Group
100	618.75	Timeless Theatre
100	225.00	Digital Voice for Communities
100	866.00	Swan Kenny Theatreworks
100	712.50	Timeless Theatre
100	767.10	Timeless Theatre
100	1,035.00	Paul Knowles
100	477.50	Claire Mullen School of Dance
100	880.00	Adult Learning
100	105.00	Durham County Council
100	840.00	Durham County Council
100	195.00	Cinema Club
100	2,064.00	Angela Marie Dance School
100	10.00	Chat & Craft
100	2,400.00	Barclays Bank UK PLC
100	119.40	Durham County Council
100	66.00	U3A
100	140.00	East Stanley School
<b>110</b>		
110	13.91	Loyalty Reward
110	0.79	Loyalty Reward
<b>Precept (111)</b>		
<b>AP Community Room (307)</b>		
<b>Environmental Services (350)</b>		
350	5,000.00	AAP Stanley in Bloom
<b>Civic Hall (500)</b>		
500	100.00	20220628-20220630 Websales
500	31.25	20220628-20220630 Websales
500	115.00	20220701-20220707 Websales
500	32.50	20220701-20220707 Websales
500	37.50	20220606-20220703 Cash
500	28.33	20220708-20220714 Websales
500	5.00	20220708-20220714 Websales
500	32.50	20220708-20220714 Websales
500	373.33	20220711-20220717 Cash
500	28.33	20220715-20220721 Websales
500	3.75	20220715-20220721 Websales
500	30.00	20220715-20220721 Websales
500	18.33	20220722-2020726 Websales
500	1.25	20220722-2020726 Websales
500	8.33	20220725-20220731 Card
<b>(510)</b>		
510	810.17	20220606-20220703 Cash
510	260.75	20220704-20220710 Cash
510	75.17	20220711-20220717 Cash
510	386.33	20220627-20220703 Card
510	433.50	20220704-20220710 Card
510	137.51	20220711-20220717 Card
510	414.78	20220718-20220724 Card
510	159.04	20220711-20220717 Cash
510	8.48	20220725-250220731 Card

<b>Civic Hall Income For Future Shows (530)</b>		
530	6,280.00	20220628-20220630 Websales
530	541.00	20220627-20220703 Card
530	5,535.00	20220701-20220707 Websales
530	86.00	20220606-20220703 Cash
530	648.00	20220708-20220714 Websales
530	114.50	20220704-20220710 Card
530	159.00	20220711-20220717 Card
530	-	32.00 Worldpay Chargeback
530	661.00	20220715-20220721 Websales
530	8.00	20220711-20220717 Cash
530	84.00	20220718-20220724 Card
530	396.00	20220722-2020726 Websales
530	163.00	20220725-20220731 Card
530	-	58.00 20220725-20220731 Card
<b>Total</b>	<b>34,752.58</b>	

Date: 04/08/2022

Stanley Town Council 2022 - 23

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Time: 14:19

**Bank Reconciliation Statement as at 31/07/2022  
for Cashbook 1 - Current Bank A/c**

User: JR

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
mixed payments account	31/07/2022		34,783.78
Savings Account	31/07/2022		688,525.71
Current Bank Account-e account	31/07/2022		28,627.27
			<u>751,936.76</u>
<b><u>Unpresented Cheques (Minus)</u></b>		<b><u>Amount</u></b>	
		0.00	
			<u>0.00</u>
			751,936.76
<b><u>Receipts not Banked/Cleared (Plus)</u></b>			
		0.00	
			<u>0.00</u>
			751,936.76
		<b>Balance per Cash Book is :-</b>	<b>751,936.76</b>
		<b>Difference is :-</b>	<b>0.00</b>

<b>Date</b>	<b>Description</b>	<b>Money in</b>	<b>Money out</b>	<b>Balance</b>
29/07/2022	Counter Credit SumUp Payments Acc PID169926-SUMUP BGC	£10.18		£34,783.78

Date	Description	Money in	Money out	Balance
27/07/2022	Funds Transfer 203351 43231674 FT		-£20,000.00	£688,525.71

Date	Description	Money in	Money out	Balance
29/07/2022	Counter Credit MV- 76950763 -2607 76950763 BGC	£60.00		£28,627.27

## Schedule of Payments August 2022

Invoice Date	Centre	A/C	Invoice Number	Ref No	Supplier A/c Name	Amount	Analysis Description
<b>Stanley Town Council (101)</b>							
01/08/2022	101	4013	69207376	5712	DCCRB	18.75	HR Advice
10/08/2022	101	4000	30856656	5743	BROOK STREET	713.31	05.08.2022 Agency MR
17/08/2022	101	4000	30868515	5750	BROOK STREET	877.92	12.08.2022 Agency MR
31/07/2022	101	4008	10961	5751	ACCESSTRAIN	300.00	Training JR
<b>Office Accommodation (105)</b>							
01/08/2022	105	4061	4203	5706	SNOWDON	250.00	August 22 Rent
<b>Administration (110)</b>							
01/08/2022	110	4999	1082022	5713	BARCLAYS	66.96	E-Pay Charges
01/08/2022	110	4999	10822	5714	BARCLAYS	10.40	July 22 Mixed Account Charges
01/08/2022	110	4106	328127	5716	LOYVERSE	20.00	August 22 Till Subscription
10/08/2022	110	4124	10.08.2022	5745	COMPUTERCENTRE	1,325.00	Laptop x 3
11/08/2022	110	4124	11.08.22	5752	ASDA	14.00	USB Stick
01/08/2022	110	4123	242669	5754	ASPIRE	823.29	August 2022 Aspire
10/08/2022	110	4124	10.08.2022	5758	ASDA	29.95	IT Equipment
29/07/2022	110	4105	274517	5759	DOCUMENTSOLUTIONS	35.22	July 2022 Photocopies
16/08/2022	110	4105	274856	5760	DOCUMENTSOLUTIONS	290.00	August 2022 Photocopies
18/08/2022	110	4105	AUG 22	5761	SIEMENS	332.73	Photocopies Lease
<b>Publicity (115)</b>							
01/08/2022	115	4205	3061	5708	JAK	160.00	August I&A Advert
04/08/2022	115	4205	31070	5739	AMAZON	183.30	Play Park Merchandise
08/08/2022	115	4205	31360	5740	AMAZON	241.63	Play Park - merchandise
13/08/2022	115	4205	20220813	5741	ASDA	54.00	Play Park - Merchandise
04/08/2022	115	4205	1336609	5742	PMI CREATIVE	165.00	Play Park Stickers/bags
03/08/2022	115	4205	03.08.2022	5744	MAKRO	51.96	Play Park White Bags
08/08/2022	115	4205	08.08.22	5747	ASDA	126.00	Play Park - Merchandise
08/08/2022	115	4205	08.08.2022	5748	MAKRO	38.97	Play Park White Bags
09/08/2022	115	4205	09.08.22	5763	EBAY	89.50	P in Park - Merchandise
<b>Democracy (200)</b>							
11/08/2022	200	4803	ELVIS	5730	FHILLCHAR	5.00	Elvis Charity Night
<b>Services (300)</b>							
<b>Pact House (305)</b>							
01/08/2022	305	4065	60822	5704	HODGSONSAYERS	1,847.30	PACT House Roof Repairs
<b>AP Community Room (307)</b>							
01/08/2022	307	4052	1383864	5719	CORONA	18.18	July 22 AP Hut Elec
10/08/2022	307	4053	17069816	5729	CORONA	41.87	July 2022 Gas
01/08/2022	307	4050	AUG 22 APHUT	5735	DURHAMDD	53.00	August 2022 Business rates
31/08/2022	307	4065	252929310 REV	5764	DCCRB	-	Asbestos A Plain Refund

Schedule of Payments August 2022

Invoice Date	Centre	A/C	Invoice Number	Ref No	Supplier A/c Name	Amount	Analysis Description
<b>Warden Service (310)</b>							
01/08/2022	310	4116	252945654	5717	DURHAMDD	6,385.00	July 22 Warden Service
<b>Events (320)</b>							
01/08/2022	320	4439	1383863	5718	CORONA	16.52	July 22 Xmas Kisok Elec
09/08/2022	320	4439	273867258/22	5725	TOTALGAS	30.62	01.05.22-31.07.22 Elec Unit 9
09/08/2022	320	4439	273867269/22	5726	TOTALGAS	30.62	01.05.2022-31.07.2022 Feeder
09/08/2022	320	4439	273867247/22	5727	TOTALGAS	30.29	02.05.2022-31.07.2022 E 1A
22/08/2022	320	4410	LOUISAMORRISON	5755	CRAGHEAD	100.00	Louisa Morrision memorial
01/08/2022	320	4410	110822	5766	LUCIALEE	100.00	Louisa Memorial Wreaths
<b>Environmental Services (350)</b>							
01/08/2022	350	4405	60195	5707	STANLEY	195.00	Judges Coach
01/08/2022	350	4131	2015690532	5715	ALLSTAR	192.90	July 22 Fuel
01/08/2022	350	4065	75	5749	MAIN	8.32	Repairs & Maintenance sundries
01/07/2022	350	4130	671029	5756	DAWSONGRP	465.93	July 2022 Van Hire
31/07/2022	350	4131	E2015751333	5762	ALLSTAR	95.57	July 2022 Fuel
<b>(450)</b>							
01/08/2022	450	4000	30844162	5709	BROOK STREET	740.74	03.08.2022 Agency MR
<b>Civic Hall (500)</b>							
01/08/2022	500	4998	27399	5705	HOGE100	425.90	July 22 Websales
01/08/2022	500	4055	22160	5710	WASHINGTON	431.20	Cleaning Material
01/08/2022	500	4055	1441020	5711	CATHEDRAL	363.99	Quarterly Hygeine Service
31/07/2022	500	4998	217120733	5722	WORLDPAY	41.52	July 2022 World Pay
31/07/2022	500	4998	217293790	5723	WORLDPAY	9.67	July 2022 World Pay
31/07/2022	500	4998	217014968	5724	WORLDPAY	176.67	July 2022 World Pay
05/08/2022	500	4052	273113714/22	5728	TOTALGAS	1,230.24	July 2022 Electricity
01/08/2022	500	4077	TV LICENSE AUG	5733	TVLICENSING	159.00	TV License August 22
08/08/2022	500	4050	AUGUST 22 CIVIC	5734	DURHAMDD	858.00	August 2022 Business Rates
25/07/2022	500	4650	GB24LRV1HAEUI	5738	AMAZON	8.33	Film - Beasts
10/08/2022	500	4104	7-230952	5746	POSTOFFICE	163.00	Postage stamps
01/08/2023	500	4065	75	5749	MAIN	16.35	Repairs & Maintenance sundries
16/08/2022	500	4114	16.08.2022	5753	ASDA	1.70	Milk
29/07/2022	500	4105	274517	5759	DOCUMENTSOLUTIONS	35.64	July 2022 Photocopies
01/08/2022	500	4065	01.09.2022	5765	KENTHOMAS	233.33	Site Clearance
<b>Civic Hall Bar (510)</b>							
23/08/2022	510	4601	20220823	5737	ALDI	21.87	Bar Sundries
31/07/2022	510	4603	3069183297	5757	BOC	10.95	July 2022 Boc
<b>Loan Charges (520)</b>							
						<b>20,642.11</b>	<b>Monthly Expenditure Sub Total</b>



Schedule of Payments August 2022

ATTACHMENT H

Invoice Date	Centre	A/C	Invoice Number	Ref No	Supplier A/c Name	Amount	Analysis Description
<b>Payroll July 2022 Deductions</b>							
	4000	101			STC	3,762.72	
	4000	450			Civic Hall	1,142.07	
	4005	500			Casual Staff	357.07	
	4000	350			Environmental Services	2,985.95	
<b>Payroll August 2022</b>							
	4000	101			STC	4,214.73	
	4000	450			Civic Hall	4,453.49	
	4005	500			Casual Staff	2,599.34	
	4000	350			Environmental Services	5,741.27	
					<b>SUBTOTAL</b>	<b>25,256.64</b>	<b>Monthly Payroll Total</b>
					<b>TOTAL</b>	<b>45,898.75</b>	<b>Overall Monthly expenditure</b>

Centre	£ Amount	Transaction Detail
<b>Invoices Paid (Civic Hall) (100)</b>		
100	755.00	Ian Freeman
100	50.00	Claire Mullen School of Dance
100	35.00	Greencroft Ladies Club
100	300.00	Noor
100	425.00	Sylvia Dobson
100	484.00	Cheesy Waffles Youth Project
100	390.00	NHS Blood and Transplant
100	375.00	Stanley Starz
100	143.00	U3A
100	150.00	Sara Ellen Dance School
100	1,020.00	Sara Ellen Dance School
100	390.00	NHS Blood and Transplant
<b>Administration (110)</b>		
110	14.62	Loyalty Reward
<b>Precept (111)</b>		
<b>AP Community Room (307)</b>		
<b>Environmental Services (350)</b>		
<b>Civic Hall (500)</b>		
500	38.33	20220727-20220731 Websales
500	3.75	20220727-20220731 Websales
500	32.50	20220727-20220731 Websales
500	550.00	Change Request
500	25.00	20220801-20220807 Websales
500	6.25	20220801-20220807 Websales
500	71.67	20220801-20220807 Websales
500	11.67	20220808-20220814 Websales
500	25.83	20220808-20220814 Websales
500	123.33	20220815-20220821 Card
500	22.50	20220808-20220814 Card
500	13.33	20220822-20220828 Card
500	3.33	20220822 Websales
500	1.25	20220822 Websales
500	11.67	20220823-20220824 Websales
500	3.75	20220823-20220824 Websales
500	30.00	20220823-20220824 Websales
500	20.00	20220815-20220821 Websales
500	3.75	20220815-20220821 Websales
500	44.17	20220815-20220821 Websales
500	-	629.17 20220411-20220417 Cash
500	-	41.67 Rev Card Room Hire
500	-	29.17 Cash reversal debtor
500	-	250.00 Rev Debtor cash payment
500	131.67	20220801 - 20220807 Card
500	46.67	20220808 - 20220814 Card
<b>510</b>		
510	0.60	Loyalty Reward
510	369.02	20220725-20220731 Sum Up
510	9.43	20220801-20220807 Sum Up

## Schedule of Receipts August 2022

510	4.51	20220822-20220828 Sum Up
510	4.92	20220829-20220904 Sum Up
510	0.82	20220822-20220828 Sum Up
510	13.93	20220815-20220821 Sum Up
510	1.67	20220725 - 20220731 Sum up
510	14.09	20220808-20220814 Sum Up
510	13.53	20220815-20220821 Sum Up
510	414.33	20220718 - 20220724 Cash
510	326.92	20220725 - 20220731 Cash
510	16.22	20200808 - 20220814
<b>Civic Hall Income For Future Shows (530)</b>		
530	903.00	20220727-20220731 Websales
530	340.00	20220725-20220731
530	374.00	20220801-20220807 Websales
530	277.00	20220808-20220814 Websales
530	181.00	20220815-20220821 Card
530	200.00	20220808-20220814 Card
530	56.00	20220801-20220807 Card
530	48.00	20220822-20220828 Card
530	217.00	20220823-20220824 Websales
530	608.00	20220815-20220821 Websales
530	150.00	20220801 - 20220807 Card
530	150.00	20220808 - 20220814 Card
530	58.00	WP Chargeback refund credit
530	30.00	20220725 - 20220731 Cash
530	58	20220822 Websales
<b>Total</b>	<b>9,642.02</b>	

Date: 06/09/2022

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Time: 09:20

**Bank Reconciliation Statement as at 31/08/2022  
for Cashbook 1 - Current Bank A/c**

User: JR

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
mixed payments account	31/08/2022		35,308.48
Savings Account	31/08/2022		648,525.71
Current Bank Account-e account	31/08/2022		28,962.09
			<u>712,796.28</u>
<b><u>Unpresented Cheques (Minus)</u></b>		<b><u>Amount</u></b>	
		0.00	
			<u>0.00</u>
			712,796.28
<b><u>Receipts not Banked/Cleared (Plus)</u></b>			
		0.00	
			<u>0.00</u>
			712,796.28
		<b>Balance per Cash Book is :-</b>	<b>712,796.28</b>
		<b>Difference is :-</b>	<b>0.00</b>

Showing 13 transactions between 01/08/2022 and 31/08/2022 from 01/08/2022 to 31/08/2022

Date	Description	Money in	Money out	Balance
31/08/2022	Counter Credit SumUp Payments Acc PID179537-SUMUP BGC	£5.90		£35,308.48

Showing 2 transactions between **12/08/2022** and **25/08/2022** from 01/08/2022 to 31/08/2022

<b>Date</b>	<b>Description</b>	<b>Money in</b>	<b>Money out</b>	<b>Balance</b>
25/08/2022	Funds Transfer 203351 43231674 PAYROLL FT		-£20,000.00	£648,525.71

Showing **122** transactions between **01/08/2022** and **31/08/2022** from 01/08/2022 to 31/08/2022

<b>Date</b>	<b>Description</b>	<b>Money in</b>	<b>Money out</b>	<b>Balance</b>
31/08/2022	Direct Debit DOCUMENT SOLUTION 2100 DOC SOL DDR		-£433.03	£28,962.09

# Annual Governance and Accountability Return 2021/22 Form 3

To be completed by Local Councils, Internal Drainage Boards and other Smaller Authorities\*:

- where the higher of gross income or gross expenditure exceeded £25,000 but did not exceed £6.5 million; or
- where the higher of gross income or gross expenditure was £25,000 or less but that:
  - are unable to certify themselves as exempt (fee payable); or
  - have requested a limited assurance review (fee payable)

## Guidance notes on completing Form 3 of the Annual Governance and Accountability Return 2021/22

1. Every smaller authority in England that either received gross income or incurred gross expenditure exceeding £25,000 **must** complete Form 3 of the Annual Governance and Accountability Return at the end of each financial year in accordance with *Proper Practices*.
2. **The Annual Governance and Accountability Return is made up of three parts, pages 3 to 6:**
  - The **Annual Internal Audit Report** must be completed by the authority's internal auditor.
  - **Sections 1 and 2** must be completed and approved by the authority.
  - **Section 3** is completed by the external auditor and will be returned to the authority.
3. The authority **must** approve Section 1, Annual Governance Statement, before approving Section 2, Accounting Statements, and both **must** be approved and published on the authority website/webpage **before 1 July 2022**.
4. An authority with either gross income or gross expenditure exceeding £25,000 or an authority with neither income nor expenditure exceeding £25,000, but which is unable to certify itself as exempt, or is requesting a limited assurance review, **must** return to the external auditor by email or post (not both) **no later than 30 June 2022**. Reminder letters will incur a charge of £40 +VAT:
  - the Annual Governance and Accountability Return Sections 1 and 2, together with
  - a bank reconciliation as at 31 March 2022
  - an explanation of any significant year on year variances in the accounting statements
  - notification of the commencement date of the period for the exercise of public rights
  - Annual Internal Audit Report 2021/22

Unless requested, do not send any additional documents to your external auditor. Your external auditor will ask for any additional documents needed.

Once the external auditor has completed the limited assurance review and is able to give an opinion, the Annual Governance and Accountability **Section 1, Section 2 and Section 3 – External Auditor Report and Certificate** will be returned to the authority by email or post.

## Publication Requirements

Under the Accounts and Audit Regulations 2015, authorities must publish the following information on the authority website/webpage:

Before 1 July 2022 authorities **must** publish:

- Notice of the period for the exercise of public rights and a declaration that the accounting statements are as yet unaudited;
- **Section 1 - Annual Governance Statement 2021/22**, approved and signed, page 4
- **Section 2 - Accounting Statements 2021/22**, approved and signed, page 5

Not later than 30 September 2022 authorities **must** publish:

- Notice of conclusion of audit
- **Section 3 - External Auditor Report and Certificate**
- **Sections 1 and 2 of AGAR** including any amendments as a result of the limited assurance review.

It is recommended as best practice, to avoid any potential confusion by local electors and interested parties, that you also publish the Annual Internal Audit Report, page 3.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

\*for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.



## Guidance notes on completing Form 3 of the Annual Governance and Accountability Return (AGAR) 2021/22

- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this AGAR. *Proper Practices* are found in the *Practitioners' Guide*\* which is updated from time to time and contains everything needed to prepare successfully for the financial year-end and the subsequent work by the external auditor.
- Make sure that the AGAR is complete (no highlighted boxes left empty), and is properly signed and dated. If the AGAR contains unapproved or unexplained amendments, it may be returned and additional costs will be incurred.
- The authority **should** receive and note the Annual Internal Audit Report before approving the Annual Governance Statement and the accounts.
- Use the checklist provided below to review the AGAR for completeness before returning it to the external auditor by email or post (not both) no later than 30 June 2022.
- The Annual Governance Statement (Section 1) must be approved on the same day or before the Accounting Statements (Section 2) and evidenced by the agenda or minute references.
- The Responsible Financial Officer (RFO) must certify the accounts (Section 2) before they are presented to the authority for approval. The authority must in this order; consider, approve and sign the accounts.
- The RFO is required to commence the public rights period as soon as practical after the date of the AGAR approval.
- Do not send the external auditor any information not specifically requested. However, **you must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chairman, and provide relevant authority owned generic email addresses and telephone numbers.**
- Make sure that the copy of the bank reconciliation to be sent to your external auditor with the AGAR covers all the bank accounts. If the authority holds any short-term investments, note their value on the bank reconciliation. The external auditor must be able to agree the bank reconciliation to Box 8 on the accounting statements (**Section 2, page 5**). An explanation **must** be provided of any difference between Box 7 and Box 8. More help on bank reconciliation is available in the *Practitioners' Guide*\*.
- Explain fully significant variances in the accounting statements on **page 5**. Do not just send a copy of the detailed accounting records instead of this explanation. The external auditor wants to know that you understand the reasons for all variances. Include complete numerical and narrative analysis to support the full variance.
- If the external auditor has to review unsolicited information, or receives an incomplete bank reconciliation, or variances are not fully explained, additional costs may be incurred.
- Make sure that the accounting statements add up and that the balance carried forward from the previous year (Box 7 of 2021) equals the balance brought forward in the current year (Box 1 of 2022).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights of 30 consecutive working days which **must** include the first ten working days of July.
- The authority **must** publish on the authority website/webpage the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2022**.

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?	✓	
	Has all additional information requested, including <b>the dates set for the period for the exercise of public rights</b> , been provided for the external auditor?	✓	
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?	✓	
Section 1	For any statement to which the response is 'no', has an explanation been published?	✓	
Section 2	Has the authority's approval of the accounting statements been confirmed by the signature of the Chairman of the approval meeting?	✓	
	Has an explanation of significant variations been published where required?	✓	
	Has the bank reconciliation as at <b>31 March 2022</b> been reconciled to Box 8?	✓	
	Has an explanation of any difference between Box 7 and Box 8 been provided?	✓	
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? <b>NB:</b> do not send trust accounting statements unless requested.		✓

\**Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices*, can be downloaded from [www.nalc.gov.uk](http://www.nalc.gov.uk) or from [www.ada.org.uk](http://www.ada.org.uk)

## Annual Internal Audit Report 2021/22

### Stanley Town Council

<https://www.stanley-tc.gov.uk/>

During the financial year ended 31 March 2022, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2021/22 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	✓		
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2020/21, it met the exemption criteria and correctly declared itself exempt. <i>(If the authority had a limited assurance review of its 2020/21 AGAR tick "not covered")</i>			✓
L. The authority publishes information on a free to access website/webpage up to date at the time of the internal audit in accordance with any relevant transparency code requirements	✓		
M. The authority, during the previous year (2020-21) correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations <i>(evidenced by the notice published on the website and/or authority approved minutes confirming the dates set)</i> .	✓		
N. The authority has complied with the publication requirements for 2020/21 AGAR <i>(see AGAR Page 1 Guidance Notes)</i> .	✓		
<b>O. (For local councils only)</b> Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable
			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

VARIOUS 2021/22

Name of person who carried out the internal audit

Gordon Fletcher (C.M.I.I.A)

Signature of person who carried out the internal audit

G. Fletcher

Date

23/05/2022

\*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

\*\*Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

## Section 1 – Annual Governance Statement 2021/22

We acknowledge as the members of:

### Stanley Town Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2022, that:

	Agreed			'Yes' means that this authority:
	Yes	No*		
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓			<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓			<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓			<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓			<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓			<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓			<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓			<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓			<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A	<i>has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.</i>
			✓	

\*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

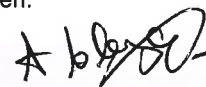
24/05/2022

and recorded as minute reference:

AGM Minute 11

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman



Clerk



<https://www.stanley-tc.gov.uk/>

## Section 2 – Accounting Statements 2021/22 for

## Stanley Town Council

	Year ending		Notes and guidance	
	31 March 2021 £	31 March 2022 £		
1. Balances brought forward	285,081	315,150	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.	
2. (+) Precept or Rates and Levies	777,789	798,842	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.	
3. (+) Total other receipts	177,106	282,589	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.	
4. (-) Staff costs	373,090	348,064	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.	
5. (-) Loan interest/capital repayments	44,442	43,589	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).	
6. (-) All other payments	507,294	501,826	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).	
7. (=) Balances carried forward	315,150	503,102	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).	
8. Total value of cash and short term investments	372,882	537,622	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – <b>To agree with bank reconciliation.</b>	
9. Total fixed assets plus long term investments and assets	411,550	411,550	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.	
10. Total borrowings	222,500	183,500	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).	
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	N/A	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.
			✓	N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2022 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

*A. Bony*

Date

23.5.2022

I confirm that these Accounting Statements were approved by this authority on this date:

24/05/2022

as recorded in minute reference:

AGM - Minute 11

Signed by Chairman of the meeting where the Accounting Statements were approved

*A. Bony*

## Section 3 – External Auditor’s Report and Certificate 2021/22

In respect of

**Stanley Town Council**

### 1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/> .

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2022; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

### 2 External auditor’s limited assurance opinion 2021/22

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

Not applicable.

### 3 External auditor certificate 2021/22

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2022.

\*We do not certify completion because:

Not applicable.

External Auditor Name

**Mazars LLP, Newcastle, NE1 1DF**

External Auditor Signature

*Mazars LLP*

Date

**5 September 2022**



## Quarterly Budget Monitoring – QUARTER 1

A report to accompany quarter 1 budget monitoring for the financial year 2022/23.

### 1. Summary Budget Monitoring Report – QTR 1

The following reports present YTD spend against budget and projected outturn for 2022/23 **APPENDIX 1** provides a summary report and **APPENDIX 2** provides the same information at a more detailed level.

The projected outturn figure can be seen on the last page of either report and based on the information available to date I am projecting an overall surplus position of **£37,887**.

At this point in the financial year the outturn figure is mainly a projection and will become more accurate as more actual data and facts are known. As with any projection this is based on what we know now and as we all have experienced previously such as the impact of covid and how this can impact business projections dramatically and also any emergency expenditure.

#### Expenditure

Expenditure prediction against budget give us a deficit of **£16,880** with budget areas showing a surplus/deficit detailed below. At present all deficit areas are netted off by surplus. Salaries as a whole are under with a saving projected at £7.3K. If this remains at year end potentially could move to a Staffing Ear Marked Reserve and used for any identified support going forward.

#### **101 Stanley Town Council - £2,661 Surplus – Status Green**

Small surplus due to Deputy Town Clerk vacancy as agency staff, finance apprentice, Interim Town Clerk and increase in pay award against budgeted costs are within the saving against the vacancy.

#### **105 Office Accommodation – Breakeven – Status Green**

#### **110 Administration - £419 Surplus – Status Green**

#### **115 Publicity – Breakeven – Status Green**

#### **200 Democracy – £25 Surplus – Status Green**

#### **300 Services – Breakeven – Status Green**

#### **305 Pact House - £5,028 Deficit - Status Red**

No budget previously agreed for repairs & maintenance and a slight increase in insurance costs.

#### **307 Community Room - £1,442 Surplus – Status Green**

Savings resulting from returning the building to DCC on 05.08.2022.

**310 Warden Service - Breakeven – Status Green**

**320 Events - £195 Surplus – Status Green**

**350 Environmental Services - £19,767 Deficit – Status Red**

£13,767 deficit in salaries as apprentice not within budget, salary award and mileage higher than projected. Overall salaries are within budget.

£6,000 deficit within vehicle leasing if an additional van is hired for the use of the wardens.

**400 Grants – Breakeven – Status Green**

**450 Facilities Management - £14,834 Surplus – Status Green**

Surplus due to Admin & Events Support Officer vacancy less agency staff, overtime and increase in pay award against budgeted costs.

**500 Civic Hall - £612 Surplus – Status Green**

Whilst we have a few cost pressures within this code these are offset against the savings in the gas charges due to broken boiler.

**510 Civic Hall Bar - £12,273 Deficit – Status Red**

Projecting a deficit as purchases have increased which in turn has increased the bar income, so overall the Civic Hall Bar Cost Centre is within budget.

**Income**

Overall, I am projecting a surplus of **£54,767** attributed to the increased usage in the Civic Hall and reduced budget forecasted last year as a cautious approach was still being applied following covid and less the help in the form of covid grants. Whilst this cost centre income shows a surplus this should not be taken as the civic hall covering its costs as salaries and overheads are not reported within this cost center. Budget areas showing a surplus and those showing a deficit are detailed below.

**111 Precept – Status Green**

**110 Administration - £440 Deficit – Status Red**

A reduction in interest rate will result in a deficit against the budget.

**307 Community Room – 350 Deficit – Status Red**

**320 Events - £4,000 Surplus – Status Green**

Grant received towards the Armed Forces Event.

**350 Environmental Services - £5,000 – Status Green**

Grant received AAP Stanley In Bloom.

**450 Facilities Management - £5,022 Surplus – Status Green**

Kickstart funding.

**500 Civic Hall - £19,772 Surplus – Status Green**

Surplus attributed to increase in use of Civic Hall.

**510 Civic Hall Bar £21,763 surplus – Status Green**

Increase in bar income due to increase in events at the Civic Hall.

**600 MTP – Projects Breakeven – Status Green****2. General & Earmarked Reserve – Current position**

	<b>Account</b>	<b>Opening Balance</b>
310	General Reserves	396,693
311	EM Reserve Capital	60,289
319	EM Reserve Election costs	15,000
324	EM Reserve Civic Hall Training	1,000
325	EM Reserve Members Training	1,225
326	EM Reserve Mayor's fund/awards	4,500
327	EM Reserve Fireworks	10,000
328	EM Reserve Community Engagement	10,000
329	EM Reserve Jubilee Project	4,395
		<b>503,102</b>

**Conclusions**

Whilst projections at QTR 1 have taken account of inflation it is worth noting this may continue to increase which would impact on the current surplus projection. Throughout quarter one it has been reassuring that our regular users of the Civic Hall have returned along with some new interest. Whilst we continue to explore new avenues this comes at a cost in as much as keeping up with daily work based on the current staffing levels. The future of the Civic Hall is paramount to staffing and increasing income and would urge that a decision is made without any further delay.

**Recommendation**

The Finance Officer **RECOMMENDS** that Committee:

- (i) **ACCEPTS** the report.

**Report Author**

Ann Barry

Finance Officer  
Stanley Town Council

[ann.barry@stanley-tc.gov.uk](mailto:ann.barry@stanley-tc.gov.uk)  
01207 299109



22/08/2022

**Stanley Town Council 2022 - 23**  
**Annual Budget - By Centre (Actual YTD Month 5)**

Page 1

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**Note: Quarter 1 Projected Outturn 2022-23**

	<u>2021/22</u>		<u>2022/23</u>				<u>2023/24</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>101</b> <u>Stanley Town Council</u>									
Overhead Expenditure	178,885	174,255	157,351	45,710	154,690	0	0	0	0
Movement to/(from) Gen Reserve	<u>(178,885)</u>	<u>(174,255)</u>	<u>(157,351)</u>	<u>(45,710)</u>	<u>(154,690)</u>		<u>0</u>		
<b>105</b> <u>Office Accommodation</u>									
Overhead Expenditure	3,000	3,000	3,000	0	3,000	0	0	0	0
Movement to/(from) Gen Reserve	<u>(3,000)</u>	<u>(3,000)</u>	<u>(3,000)</u>	<u>0</u>	<u>(3,000)</u>		<u>0</u>		
<b>110</b> <u>Administration</u>									
Total Income	1,300	130	600	86	160	0	0	0	0
Overhead Expenditure	29,150	24,720	30,393	5,037	29,974	0	0	0	0
Movement to/(from) Gen Reserve	<u>(27,850)</u>	<u>(24,590)</u>	<u>(29,793)</u>	<u>(4,950)</u>	<u>(29,814)</u>		<u>0</u>		
<b>111</b> <u>Precept</u>									
Total Income	901,764	904,439	926,948	463,474	926,948	0	0	0	0
Movement to/(from) Gen Reserve	<u>901,764</u>	<u>904,439</u>	<u>926,948</u>	<u>463,474</u>	<u>926,948</u>		<u>0</u>		
<b>115</b> <u>Publicity</u>									
Overhead Expenditure	13,300	7,970	13,300	370	13,300	0	0	0	0
Movement to/(from) Gen Reserve	<u>(13,300)</u>	<u>(7,970)</u>	<u>(13,300)</u>	<u>(370)</u>	<u>(13,300)</u>		<u>0</u>		
<b>200</b> <u>Democracy</u>									
Overhead Expenditure	32,200	32,189	6,100	60	6,075	0	0	0	0
Movement to/(from) Gen Reserve	<u>(32,200)</u>	<u>(32,189)</u>	<u>(6,100)</u>	<u>(60)</u>	<u>(6,075)</u>		<u>0</u>		

Continued on next page

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**Stanley Town Council 2022 - 23**  
**Annual Budget - By Centre (Actual YTD Month 5)**

Page 2

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**Note: Quarter 1 Projected Outturn 2022-23**

	<u>2021/22</u>		<u>2022/23</u>				<u>2023/24</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>300</b> <b><u>Services</u></b>									
<b>Total Income</b>	0	0	0	183	0	0	0	0	0
<b>Direct Expenditure</b>	35,500	0	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>	67,500	39,500	39,500	0	39,500	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(103,000)</u>	<u>(39,500)</u>	<u>(39,500)</u>	<u>183</u>	<u>(39,500)</u>		<u>0</u>		
<b>305</b> <b><u>PACT House</u></b>									
<b>Overhead Expenditure</b>	9,800	16,084	9,800	6,597	14,828	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(9,800)</u>	<u>(16,084)</u>	<u>(9,800)</u>	<u>(6,597)</u>	<u>(14,828)</u>		<u>0</u>		
<b>307</b> <b><u>AP Community Room</u></b>									
<b>Total Income</b>	375	8,230	375	25	25	0	0	0	0
<b>Overhead Expenditure</b>	3,215	1,718	3,171	1,920	1,729	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(2,840)</u>	<u>6,512</u>	<u>(2,796)</u>	<u>(1,895)</u>	<u>(1,704)</u>		<u>0</u>		
<b>310</b> <b><u>Warden Service</u></b>									
<b>Overhead Expenditure</b>	76,000	76,607	79,800	25,540	79,800	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(76,000)</u>	<u>(76,607)</u>	<u>(79,800)</u>	<u>(25,540)</u>	<u>(79,800)</u>		<u>0</u>		
<b>320</b> <b><u>Events</u></b>									
<b>Total Income</b>	0	10,244	0	0	4,000	0	0	0	0
<b>Overhead Expenditure</b>	76,997	75,488	77,617	7,722	77,422	0	0	0	0
<b>320 Net Income over Expenditure</b>	-76,997	-65,245	-77,617	-7,722	-73,422	0	0	0	0

Continued on next page

22/08/2022

**Stanley Town Council 2022 - 23**  
**Annual Budget - By Centre (Actual YTD Month 5)**

Page 3

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**Note: Quarter 1 Projected Outturn 2022-23**

	<u>2021/22</u>		<u>2022/23</u>				<u>2023/24</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
6000 plus Transfer from EMR	0	4,694	0	0	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(76,997)</u>	<u>(60,551)</u>	<u>(77,617)</u>	<u>(7,722)</u>	<u>(73,422)</u>		<u>0</u>		
<b><u>350 Environmental Services</u></b>									
<b>Total Income</b>	0	1,233	0	5,000	5,000	0	0	0	0
<b>Overhead Expenditure</b>	126,482	124,017	122,478	36,936	142,245	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(126,482)</u>	<u>(122,784)</u>	<u>(122,478)</u>	<u>(31,936)</u>	<u>(137,245)</u>		<u>0</u>		
<b><u>400 Grants</u></b>									
<b>Total Income</b>	0	1,072	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>	50,000	50,000	50,000	50,000	50,000	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(50,000)</u>	<u>(48,928)</u>	<u>(50,000)</u>	<u>(50,000)</u>	<u>(50,000)</u>		<u>0</u>		
<b><u>450 Facilities Management</u></b>									
<b>Total Income</b>	0	16,883	0	5,022	5,022	0	0	0	0
<b>Overhead Expenditure</b>	44,547	74,863	106,437	23,289	91,603	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(44,547)</u>	<u>(57,981)</u>	<u>(106,437)</u>	<u>(18,267)</u>	<u>(86,581)</u>		<u>0</u>		
<b><u>500 Civic Hall</u></b>									
<b>Total Income</b>	57,000	116,882	47,500	17,265	67,272	0	0	0	0
<b>Overhead Expenditure</b>	188,684	137,440	165,485	86,101	164,873	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(131,684)</u>	<u>(20,558)</u>	<u>(117,985)</u>	<u>(68,836)</u>	<u>(97,601)</u>		<u>0</u>		
<b><u>510 Civic Hall Bar</u></b>									

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## Stanley Town Council 2022 - 23

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## Annual Budget - By Centre (Actual YTD Month 5)

Note: Quarter 1 Projected Outturn 2022-23

	<u>2021/22</u>		<u>2022/23</u>				<u>2023/24</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>Total Income</b>	36,000	22,319	31,000	20,012	52,763	0	0	0	0
<b>Overhead Expenditure</b>	17,590	12,038	15,255	9,026	27,528	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>18,410</u>	<u>10,281</u>	<u>15,745</u>	<u>10,986</u>	<u>25,235</u>		<u>0</u>		
<b><u>520</u> <u>Loan Charges</u></b>									
<b>Overhead Expenditure</b>	43,589	43,589	42,736	10,791	42,736	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>(43,589)</u>	<u>(43,589)</u>	<u>(42,736)</u>	<u>(10,791)</u>	<u>(42,736)</u>		<u>0</u>		
<b><u>600</u> <u>MTP-Projects</u></b>									
<b>Overhead Expenditure</b>	0	0	84,000	0	84,000	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>0</u>	<u>0</u>	<u>(84,000)</u>	<u>0</u>	<u>(84,000)</u>		<u>0</u>		
<b>Total Budget Income</b>	996,439	1,081,431	1,006,423	511,067	1,061,190	0	0	0	0
<b>Expenditure</b>	996,439	893,479	1,006,423	309,099	1,023,303	0	0	0	0
<b>Net Income over Expenditure</b>	<u>0</u>	<u>187,952</u>	<u>0</u>	<u>201,968</u>	<u>37,887</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	4,694	0	0	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>0</u>	<u>192,646</u>	<u>0</u>	<u>201,968</u>	<u>37,887</u>		<u>0</u>		

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## Stanley Town Council 2022 - 23

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## Annual Budget - By Centre (Actual YTD Month 5)

Note: Quarter 1 Projected Outturn 2022-23

	<u>2021/22</u>		<u>2022/23</u>				<u>2023/24</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>101 Stanley Town Council</b>									
4000 Direct Salaries	173,568	168,185	150,875	43,731	148,643	0	0	0	0
4007 Mileage	0	195	266	0	266	0	0	0	0
4008 Training	1,000	550	1,000	0	1,000	0	0	0	0
4009 Clothing Costs	200	0	200	0	200	0	0	0	0
4010 Payroll SLA	2,200	2,148	2,000	1,631	1,631	0	0	0	0
4012 Recruitment	195	1,355	1,000	150	1,000	0	0	0	0
4013 HR Advice & Support	1,572	1,363	1,500	78	1,500	0	0	0	0
4014 Courses and Seminars	150	0	150	0	150	0	0	0	0
4015 Telephone Allowance	0	460	360	120	0	0	0	0	0
4102 Stationery	0	0	0	0	300	0	0	0	0
<b>Overhead Expenditure</b>	<b>178,885</b>	<b>174,255</b>	<b>157,351</b>	<b>45,710</b>	<b>154,690</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(178,885)</b>	<b>(174,255)</b>	<b>(157,351)</b>	<b>(45,710)</b>	<b>(154,690)</b>		<b>0</b>		
<b>105 Office Accommodation</b>									
4061 Accommodation Rent	3,000	3,000	3,000	0	3,000	0	0	0	0
<b>Overhead Expenditure</b>	<b>3,000</b>	<b>3,000</b>	<b>3,000</b>	<b>0</b>	<b>3,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>	<b>(3,000)</b>	<b>(3,000)</b>	<b>(3,000)</b>	<b>0</b>	<b>(3,000)</b>		<b>0</b>		
<b>110 Administration</b>									
1050 Interest	1,300	130	600	86	160	0	0	0	0
<b>Total Income</b>	<b>1,300</b>	<b>130</b>	<b>600</b>	<b>86</b>	<b>160</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4054 Insurance	4,000	4,795	4,915	4,674	4,674	0	0	0	0

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## Stanley Town Council 2022 - 23

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## Annual Budget - By Centre (Actual YTD Month 5)

Note: Quarter 1 Projected Outturn 2022-23

		<u>2021/22</u>		<u>2022/23</u>				<u>2023/24</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4077	Licences	700	0	0	0	0	0	0	0	0
4102	Stationery	700	289	700	0	700	0	0	0	0
4104	Postage	500	18	500	0	500	0	0	0	0
4105	Photocopying	500	341	500	87	350	0	0	0	0
4106	Subscriptions	5,100	5,041	4,770	100	4,000	0	0	0	0
4110	Audit External	2,000	1,600	2,000	-2,000	1,800	0	0	0	0
4111	Audit Internal	1,600	480	1,600	0	1,600	0	0	0	0
4114	Refreshments	150	19	158	3	100	0	0	0	0
4121	IT - Website Support	0	90	0	0	0	0	0	0	0
4123	IT - Support & Maintenance	11,000	10,733	12,350	1,789	12,350	0	0	0	0
4124	IT - Equipment	2,000	60	2,000	0	3,000	0	0	0	0
4125	IT - Software	0	769	0	0	0	0	0	0	0
4999	Bank Charges	900	486	900	384	900	0	0	0	0
	<b>Overhead Expenditure</b>	<b>29,150</b>	<b>24,720</b>	<b>30,393</b>	<b>5,037</b>	<b>29,974</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Movement to/(from) Gen Reserve</b>	<b>(27,850)</b>	<b>(24,590)</b>	<b>(29,793)</b>	<b>(4,950)</b>	<b>(29,814)</b>		<b>0</b>		
<b>111</b>	<b><u>Precept</u></b>									
1176	Precept	798,842	798,842	818,813	409,407	818,813	0	0	0	0
1177	LCTRS Grant	102,922	105,597	108,135	54,068	108,135	0	0	0	0
	<b>Total Income</b>	<b>901,764</b>	<b>904,439</b>	<b>926,948</b>	<b>463,474</b>	<b>926,948</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Movement to/(from) Gen Reserve</b>	<b>901,764</b>	<b>904,439</b>	<b>926,948</b>	<b>463,474</b>	<b>926,948</b>		<b>0</b>		
<b>115</b>	<b><u>Publicity</u></b>									
4075	Advertising	0	140	0	0	0	0	0	0	0

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## Stanley Town Council 2022 - 23

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## Annual Budget - By Centre (Actual YTD Month 5)

Note: Quarter 1 Projected Outturn 2022-23

		<u>2021/22</u>		<u>2022/23</u>				<u>2023/24</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4204	Community Consultation	5,500	0	5,500	0	5,500	0	0	0	0
4205	Community Engagement	7,800	7,830	7,800	370	7,800	0	0	0	0
	<b>Overhead Expenditure</b>	13,300	7,970	13,300	370	13,300	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	(13,300)	(7,970)	(13,300)	(370)	(13,300)		0		
<b>200</b>	<b><u>Democracy</u></b>									
4114	Refreshments	100	0	100	0	75	0	0	0	0
4124	IT - Equipment	4,100	4,045	1,000	0	1,000	0	0	0	0
4800	Member Training	1,500	60	1,500	0	1,500	0	0	0	0
4802	Other Meetings	500	0	500	0	500	0	0	0	0
4803	Chairmans Fund	500	182	500	60	500	0	0	0	0
4805	Chairmans Awards	2,500	0	2,500	0	2,500	0	0	0	0
4808	Election Costs	23,000	27,901	0	0	0	0	0	0	0
	<b>Overhead Expenditure</b>	32,200	32,189	6,100	60	6,075	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	(32,200)	(32,189)	(6,100)	(60)	(6,075)		0		
<b>300</b>	<b><u>Services</u></b>									
1070	Recharges	0	0	0	183	0	0	0	0	0
	<b>Total Income</b>	0	0	0	183	0	0	0	0	0
4308	Regeneration	35,500	0	0	0	0	0	0	0	0
	<b>Direct Expenditure</b>	35,500	0	0	0	0	0	0	0	0
4321	Detached Youth Project	10,000	10,000	10,000	0	10,000	0	0	0	0

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## Stanley Town Council 2022 - 23

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## Annual Budget - By Centre (Actual YTD Month 5)

Note: Quarter 1 Projected Outturn 2022-23

	<u>2021/22</u>		<u>2022/23</u>				<u>2023/24</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4324 Money Advice Service	57,500	29,500	29,500	0	29,500	0	0	0	0
<b>Overhead Expenditure</b>	67,500	39,500	39,500	0	39,500	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	(103,000)	(39,500)	(39,500)	183	(39,500)		0		
<b><u>305 PACT House</u></b>									
4049 Rent	9,500	9,500	9,500	4,750	9,500	0	0	0	0
4054 Insurance	300	312	300	0	328	0	0	0	0
4065 Repairs & Maintenance	0	6,271	0	1,847	5,000	0	0	0	0
<b>Overhead Expenditure</b>	9,800	16,084	9,800	6,597	14,828	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	(9,800)	(16,084)	(9,800)	(6,597)	(14,828)		0		
<b><u>307 AP Community Room</u></b>									
1060 Rent Income	375	230	375	25	25	0	0	0	0
1075 Grants	0	8,000	0	0	0	0	0	0	0
<b>Total Income</b>	375	8,230	375	25	25	0	0	0	0
4050 Rates	381	339	387	1,884	309	0	0	0	0
4051 Water Rates	550	0	550	-550	0	0	0	0	0
4052 Electricity	300	202	250	120	170	0	0	0	0
4053 Gas	984	583	984	117	250	0	0	0	0
4065 Repairs & Maintenance	1,000	594	1,000	350	1,000	0	0	0	0
<b>Overhead Expenditure</b>	3,215	1,718	3,171	1,920	1,729	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	(2,840)	6,512	(2,796)	(1,895)	(1,704)		0		

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**Stanley Town Council 2022 - 23**  
**Annual Budget - By Centre (Actual YTD Month 5)**

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**Note: Quarter 1 Projected Outturn 2022-23**

		<u>2021/22</u>		<u>2022/23</u>				<u>2023/24</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>310</b>	<b><u>Warden Service</u></b>									
4116	STC Warden Service	76,000	76,607	79,800	25,540	79,800	0	0	0	0
	<b>Overhead Expenditure</b>	76,000	76,607	79,800	25,540	79,800	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	<u>(76,000)</u>	<u>(76,607)</u>	<u>(79,800)</u>	<u>(25,540)</u>	<u>(79,800)</u>		<u>0</u>		
<b>320</b>	<b><u>Events</u></b>									
1041	Other income	0	69	0	0	0	0	0	0	0
1075	Grants	0	10,175	0	0	4,000	0	0	0	0
	<b>Total Income</b>	0	10,244	0	0	4,000	0	0	0	0
4410	Remembrance Services	2,000	653	2,000	0	2,000	0	0	0	0
4420	Blue Plaque Scheme	500	0	500	0	500	0	0	0	0
4421	Community/Covid 19 Recovery Fu	43,497	46,817	43,497	-7,568	43,497	0	0	0	0
4423	Heritage Projects	5,000	5,299	5,000	15,090	5,000	0	0	0	0
4424	West Stanley Memorial	500	50	250	0	55	0	0	0	0
4426	Miners Sunday	10,000	9,252	10,000	0	10,000	0	0	0	0
4427	Contingency	2,000	0	2,870	45	2,870	0	0	0	0
4439	Christmas Decorations	13,500	13,417	13,500	155	13,500	0	0	0	0
	<b>Overhead Expenditure</b>	76,997	75,488	77,617	7,722	77,422	0	0	0	0
	<b>320 Net Income over Expenditure</b>	-76,997	-65,245	-77,617	-7,722	-73,422	0	0	0	0
6000	plus Transfer from EMR	0	4,694	0	0	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	<u>(76,997)</u>	<u>(60,551)</u>	<u>(77,617)</u>	<u>(7,722)</u>	<u>(73,422)</u>		<u>0</u>		
<b>350</b>	<b><u>Environmental Services</u></b>									

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## Stanley Town Council 2022 - 23

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## Annual Budget - By Centre (Actual YTD Month 5)

Note: Quarter 1 Projected Outturn 2022-23

		<u>2021/22</u>		<u>2022/23</u>				<u>2023/24</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1075	Grants	0	1,233	0	0	0	0	0	0	0
1137	In Bloom External Projects	0	0	0	5,000	5,000	0	0	0	0
<b>Total Income</b>		0	1,233	0	5,000	5,000	0	0	0	0
4000	Direct Salaries	92,224	101,788	89,578	29,797	102,575	0	0	0	0
4007	Mileage	0	1,030	730	387	1,500	0	0	0	0
4008	Training	1,500	0	2,000	0	2,000	0	0	0	0
4009	Clothing Costs	300	344	1,400	931	1,400	0	0	0	0
4015	Telephone Allowance	0	240	240	80	240	0	0	0	0
4058	Trade Waste	858	-495	500	0	500	0	0	0	0
4065	Repairs & Maintenance	2,800	3,159	3,000	-114	3,000	0	0	0	0
4066	Tools & Equipment	1,100	952	2,500	2,611	2,500	0	0	0	0
4130	Vehicle Leasing	13,000	6,639	7,000	1,368	13,000	0	0	0	0
4131	Vehicle Fuel	2,000	1,584	2,050	469	2,050	0	0	0	0
4132	Winter Maintenance	1,500	1,149	2,000	0	2,000	0	0	0	0
4133	Environmental Campaigns	3,000	900	3,000	395	3,000	0	0	0	0
4134	Stanley in Bloom	6,500	6,416	6,780	457	6,780	0	0	0	0
4137	In Bloom External Projects Exp	0	0	0	1,622	0	0	0	0	0
4138	Funded Projects Expenditure	0	0	0	-1,500	0	0	0	0	0
4405	Blooming Good Fun	1,700	311	1,700	435	1,700	0	0	0	0
<b>Overhead Expenditure</b>		126,482	124,017	122,478	36,936	142,245	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>		(126,482)	(122,784)	(122,478)	(31,936)	(137,245)		0		
<b>400</b>	<b>Grants</b>									

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**Stanley Town Council 2022 - 23**  
**Annual Budget - By Centre (Actual YTD Month 5)**

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**Note: Quarter 1 Projected Outturn 2022-23**

		<u>2021/22</u>		<u>2022/23</u>				<u>2023/24</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1041	Other income	0	1,072	0	0	0	0	0	0	0
	<b>Total Income</b>	0	1,072	0	0	0	0	0	0	0
4505	Stanley Fund	50,000	50,000	50,000	50,000	50,000	0	0	0	0
	<b>Overhead Expenditure</b>	50,000	50,000	50,000	50,000	50,000	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	(50,000)	(48,928)	(50,000)	(50,000)	(50,000)		0		
<b>450</b>	<b><u>Facilities Management</u></b>									
1041	Other income	0	7,137	0	0	0	0	0	0	0
1075	Grants	0	9,746	0	5,022	5,022	0	0	0	0
	<b>Total Income</b>	0	16,883	0	5,022	5,022	0	0	0	0
4000	Direct Salaries	44,547	74,742	106,122	23,249	91,288	0	0	0	0
4007	Mileage	0	0	75	0	75	0	0	0	0
4015	Telephone Allowance	0	122	240	40	240	0	0	0	0
	<b>Overhead Expenditure</b>	44,547	74,863	106,437	23,289	91,603	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	(44,547)	(57,981)	(106,437)	(18,267)	(86,581)		0		
<b>500</b>	<b><u>Civic Hall</u></b>									
1000	Ticket Sales Retained	9,000	0	4,500	0	4,500	0	0	0	0
1001	Ticket sales- other Civic	0	1,323	2,000	1,257	2,784	0	0	0	0
1002	Ticket sales ret'd- Ext shows	0	31,879	0	0	0	0	0	0	0
1005	Ticket Sales Non Retained	0	17,269	0	2,053	0	0	0	0	0
1006	Tickets Postage/ Copying	0	4,145	1,000	1,525	3,400	0	0	0	0

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## Stanley Town Council 2022 - 23

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## Annual Budget - By Centre (Actual YTD Month 5)

Note: Quarter 1 Projected Outturn 2022-23

		<u>2021/22</u>		<u>2022/23</u>				<u>2023/24</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1010	Hall Hire	42,000	31,638	34,000	15,678	47,993	0	0	0	0
1013	DCC Recharges	6,000	7,151	6,000	-7,151	7,510	0	0	0	0
1016	Change Request	0	500	0	1,700	0	0	0	0	0
1029	Recharged buffet, disco etc	0	0	0	261	0	0	0	0	0
1031	PRS income	0	130	0	88	85	0	0	0	0
1032	Recharged technical	0	1,253	0	1,584	1,000	0	0	0	0
1041	Other income	0	4,593	0	317	0	0	0	0	0
1075	Grants	0	15,000	0	0	0	0	0	0	0
1081	Donations	0	2,000	0	0	0	0	0	0	0
<b>Total Income</b>		<b>57,000</b>	<b>116,882</b>	<b>47,500</b>	<b>17,312</b>	<b>67,272</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4000	Direct Salaries	0	73	0	4,413	0	0	0	0	0
4005	Casual Staff	10,000	3,276	10,125	2,364	10,125	0	0	0	0
4006	Overtime	0	0	0	199	0	0	0	0	0
4008	Training	1,000	365	1,000	0	1,000	0	0	0	0
4009	Clothing Costs	400	160	400	489	400	0	0	0	0
4016	Change Request	0	500	0	1,700	0	0	0	0	0
4050	Rates	8,729	8,583	8,860	2,574	8,600	0	0	0	0
4051	Water Rates	3,250	1,941	2,000	55	2,000	0	0	0	0
4052	Electricity	13,200	10,306	13,200	5,719	15,000	0	0	0	0
4053	Gas	35,000	28,046	35,000	-2,508	25,000	0	0	0	0
4055	Cleaning	3,500	3,678	3,200	1,886	3,200	0	0	0	0
4056	Alarm Maintenance	2,400	1,958	2,460	1,836	2,000	0	0	0	0
4057	Window Cleaning	150	0	150	0	150	0	0	0	0
4058	Trade Waste	1,300	1,285	1,300	0	1,300	0	0	0	0

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## Stanley Town Council 2022 - 23

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## Annual Budget - By Centre (Actual YTD Month 5)

Note: Quarter 1 Projected Outturn 2022-23

		<u>2021/22</u>		<u>2022/23</u>				<u>2023/24</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4059	Laundry	200	0	200	1,006	1,901	0	0	0	0
4065	Repairs & Maintenance	20,000	13,799	20,000	1,397	20,000	0	0	0	0
4066	Tools & Equipment	500	1,723	500	761	1,761	0	0	0	0
4067	Furniture & Fittings	2,000	2,533	2,000	0	2,000	0	0	0	0
4069	Pest Control	275	275	275	259	260	0	0	0	0
4071	Health & Safety - Fire	200	194	209	0	209	0	0	0	0
4072	Health & Safety First Aid	150	44	150	0	150	0	0	0	0
4073	Health and Safety	0	182	0	0	0	0	0	0	0
4077	Licences	4,310	3,909	3,854	1,657	4,000	0	0	0	0
4079	Security	0	0	0	320	0	0	0	0	0
4080	Planned Maintenance	6,500	495	2,000	0	2,000	0	0	0	0
4081	Civic Hall Projects	50,000	1,917	50,000	0	50,000	0	0	0	0
4100	Telephones	0	0	0	1,745	0	0	0	0	0
4101	Mobile Phones	108	16	0	0	0	0	0	0	0
4102	Stationery	450	1,289	450	432	1,026	0	0	0	0
4104	Postage	300	649	250	0	250	0	0	0	0
4105	Photocopying	600	492	450	142	450	0	0	0	0
4106	Subscriptions	0	0	0	4,210	0	0	0	0	0
4112	Professional Fees	3,612	12,387	3,702	3,759	3,760	0	0	0	0
4114	Refreshments	50	7	50	0	50	0	0	0	0
4121	IT - Website Support	0	2,805	0	0	0	0	0	0	0
4125	IT - Software	0	50	0	50	0	0	0	0	0
4425	Technical Support	1,000	1,499	1,000	920	1,000	0	0	0	0
4650	Events - Civic Hall	16,600	10,089	0	20,795	2,281	0	0	0	0

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## Stanley Town Council 2022 - 23

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## Annual Budget - By Centre (Actual YTD Month 5)

Note: Quarter 1 Projected Outturn 2022-23

		<u>2021/22</u>		<u>2022/23</u>				<u>2023/24</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4654	Purchases for weddings/parties	200	150	0	0	0	0	0	0	0
4700	Ticket Sales Paid Over	0	17,269	0	26,327	0	0	0	0	0
4998	Transaction Fees	2,700	5,495	2,700	3,597	5,000	0	0	0	0
	<b>Overhead Expenditure</b>	188,684	137,440	165,485	86,101	164,873	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	(131,684)	(20,558)	(117,985)	(68,790)	(97,601)		0		
<b>510</b>	<b><u>Civic Hall Bar</u></b>									
1020	Bar Takings	35,000	22,319	30,000	20,028	49,138	0	0	0	0
1210	Food sales	1,000	0	1,000	0	3,625	0	0	0	0
	<b>Total Income</b>	36,000	22,319	31,000	20,028	52,763	0	0	0	0
4560	Coffee Shop-Food	400	0	0	0	0	0	0	0	0
4600	Bar Stock	16,000	10,622	13,600	7,000	21,000	0	0	0	0
4601	Bar Supplies - Sundry Items	160	1,032	500	1,686	5,373	0	0	0	0
4602	Bar - Stocktaking Costs	600	0	755	140	755	0	0	0	0
4603	Bar - gas	430	384	400	201	400	0	0	0	0
	<b>Overhead Expenditure</b>	17,590	12,038	15,255	9,026	27,528	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	18,410	10,281	15,745	11,002	25,235		0		
<b>520</b>	<b><u>Loan Charges</u></b>									
4996	PWLB Loan - Principal	39,000	39,000	39,000	0	39,000	0	0	0	0
4997	PWLB Loan - Interest	4,589	4,589	3,736	10,791	3,736	0	0	0	0
	<b>Overhead Expenditure</b>	43,589	43,589	42,736	10,791	42,736	0	0	0	0

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**Stanley Town Council 2022 - 23**  
**Annual Budget - By Centre (Actual YTD Month 5)**

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**Note: Quarter 1 Projected Outturn 2022-23**

	<u>2021/22</u>		<u>2022/23</u>				<u>2023/24</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
<b>Movement to/(from) Gen Reserve</b>	<u>(43,589)</u>	<u>(43,589)</u>	<u>(42,736)</u>	<u>(10,791)</u>	<u>(42,736)</u>		<u>0</u>		
<b>600 MTP-Projects</b>									
4606 MTP-Projects	0	0	84,000	0	84,000	0	0	0	0
<b>Overhead Expenditure</b>	0	0	84,000	0	84,000	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>0</u>	<u>0</u>	<u>(84,000)</u>	<u>0</u>	<u>(84,000)</u>		<u>0</u>		
<b>Total Budget Income</b>	996,439	1,081,431	1,006,423	511,130	1,061,190	0	0	0	0
<b>Expenditure</b>	996,439	893,479	1,006,423	309,099	1,023,303	0	0	0	0
<b>Net Income over Expenditure</b>	<u>0</u>	<u>187,952</u>	<u>0</u>	<u>202,031</u>	<u>37,887</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	4,694	0	0	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	<u>0</u>	<u>192,646</u>	<u>0</u>	<u>202,031</u>	<u>37,887</u>		<u>0</u>		