

**MEETING OF THE FINANCE & ADMINISTRATION COMMITTEE
TO BE HELD ON THURSDAY 15th FEBRUARY 2024 AT 7.30pm**

CLERK'S REPORT

To be considered in conjunction with the Agenda for this meeting. Numbers relate to the item numbers on the Agenda.

1. Public Forum.

The Public Forum will last for a period of up to 15 minutes during which members of the public may put questions to the Council or draw attention to relevant matters relating to the business on the Agenda. Each speaker is limited to 3 minutes. The business of the meeting will start immediately following the public forum or at 7.45pm whichever is the earlier.

4. Declarations of Interest.

Members are advised to consider the Agenda for the meeting and determine in advance if they may have a **Personal, Disclosable Pecuniary or Other Registrable Interest** in any of the Agenda items. If a Member decides they do have a declarable interest, they are reminded that the interest and the nature of the interest must be declared at the commencement of the consideration of the Agenda item; or when the interest becomes apparent to them. Details of the interest will be minuted.

If the interest is a **Disclosable Pecuniary Interest**, Members are reminded that they must take no part in the discussions of the item at all; or participate in any voting; and must withdraw from the meeting chamber, unless they have received a dispensation.

Where you have an **Other Registrable Interest** (which is not a Disclosable Pecuniary Interest), Members are reminded that they must withdraw from the meeting chamber after making representations or asking questions.

5. Chairman's Announcements.

At the last meeting, Members had queried why the 2022/23 costs for Grass Cutting (4200/302) were substantially lower than the 2023/24 costs. Having reviewed the matter, the Clerk can confirm that the grass cutting is only carried out when necessary (up to a maximum number of cuts per year), and as the spring/summer of 2022 had been particularly dry, the grass had grown less and therefore was not cut as frequently as it was during 2023/24.

6. Review of Finances to 31st December 2023

i. Finance Report to show income, expenditure and reserves to 31st December 2023

Funding at 31st December 2023

Precept (full year)	365,346
S106 Funding	3,952
Environmental Grant	11,745
Climate Change Grant	2,076
Total	383,119

Income to 31st December 2023

Cost Centre	Actual income	Annual Budget	Estimated income to 31 st Dec*
Admin	19,790	200	150
Allotments**	982	995	995
North Heath Hall	49,032	71,000	53,250
Holbrook Tythe Barn	29,546	38,000	28,500
Multi Court Lettings	17,870	26,600	19,950
Roffey Millennium Hall	50,034	45,000	33,750
Total	167,254	181,795	136,595

Expenditure to 31st December 2023

Cost Centre	Actual Expenditure	Annual Budget	Estimated expenditure to 31 st Dec*
Admin***	49,062	54,570	44,303
Grants	3,821	10,000	7,500
Burial****	5,596	7,460	5,595
Personnel	247,380	349,650	262,238
Planning, Env, Trans	0	1,500	1,125
Allotments	563	1,560	1,170
Amenity, Recs and Open Spaces	32,090	56,485	42,364
North Heath Hall	21,049	30,778	23,084
Holbrook Tythe Barn	18,500	28,095	21,071
Roffey Millennium Hall	28,030	42,840	32,130
Total	406,091	582,938	440,579

*Total cost centre budget for 2023/24 divided by 9/12th.

**Allotment invoices are sent out annually. The full income is expected by the end of April.

*** Includes in Actual Expenditure Annual Insurance Premium of £13,884 paid May 2023 and includes in Estimated Expenditure Full Year Budget for Insurance of £13,500. The Actual expenditure also includes expenditure relating to S106 grants for the indoor sports equipment and heating at RMH.

**** Paid quarterly in Months 2,5,8 & 11

Supporting Finance documents including the Income and Expenditure and Reserves reports as at 31st December 2023 are attached in **Appendix 1 and 1a respectively**.

Income

At the end of Month 9 of the 2023/24 year, revenue income continues to be higher than the anticipated by approx. 22% - a reduction of 3% to the position at the end of month 8.

Expenditure

Overall, expenditure is approx. 8% lower than would be expected at the end of the month, a slight reduction of the gap of 11% at the end of month 8. However, this is affected by expenditure relating to S106 grants from HDC being included and if this expenditure was removed from the calculations, the difference would be approx. 14% lower.

Reserves

As at 31st December 2023 remaining funds, including the full year precept payment received and General Reserves, stood at £365,816.

In addition, there are additional Earmarked Reserves of £260,317- a reduction of £1,734 from the balance at the end of month 8, due to expenditure from the R&R EMR of £1,295 for drain clearance and repairs at NHH, £419.42 for boiler repairs at HTB and £20 for the installation of the defibrillators at NHH and HTB.

Summary

As mentioned above, there is £30,659 more revenue income than budgeted for at the end of month 9 together with £34,488 less revenue expenditure than anticipated but this increases to £45,419 when the S106 funded expenditure is excluded.

ii. Bank Reconciliations

A copy of the bank reconciliations and statements for the Lloyds Bank Accounts and CCLA Public Sector Deposit Fund as at 31st December 2023 have been circulated by emailed.

iii. VAT Analysis

The VAT Analysis to 31st December 2023 will be circulated by email. As Members will see, the applicable amount of £6,016.48 is below the De Minimus limit of £7,500.

However, with three months of the year remaining, which will include some of the largest gas and electricity bills of the year, it is very likely that the remaining balance at the end of the year will be minimal and the potential for the limit of £7,500 to be exceeded remains.

Decisions:

- i) To consider the Financial Report to 31st December 2023 including reserve balances**
- ii) To confirm, with counter signature by the Chairman, and minute to evidence the bank reconciliations (against the cashbooks) for the Lloyds Bank Accounts and CCLA Public Sector Deposit Fund as at 31st December 2023**
- iii) To note the VAT Analysis to 31st December 2023**

7. Earmarking

As is usual at this time of year, consideration needs to be given to any expenditure which has been approved by the Council to be funded from the 2023/24 budget but that it is anticipated will not be completed before year end on 31st March 2024.

This matter will be considered by the Property Committee at their meeting on 8th February and therefore any recommendations for this Committee to consider, will be circulated at the meeting.

Decision: To consider the Earmarking of funds at the end of the financial year for any agreed but not completed projects by 31st March 2024

Members will note from the Reserves report, that a small some of £3 remains in the Earmarked Funds from when the Parish Council financially assisted with the setting up of the NHCLT. It is therefore suggested that this should be removed and returned to General Reserves as it is no longer required.

Furthermore, from the sums Earmarked at this time last year, a sum of £21 is unspent and is not required.

Decision : To agree that the £3 held in the EMR for the NHCLT and the £21 unspent from the EMR - March 2023 be returned to General Reserves.

8. Review of Authorisation of payments procedure

The current arrangement for the authorisation of payments is remote i.e. done via email with an option of coming into to review the invoice etc in person. The process appears to be working well and is an efficient way of processing payments.

Members are asked to agree if this process should continue and furthermore, agree that this process is adopted for the remainder of the current Administration, being reviewed next after the Parish Council Elections in May 2027.

Decision: To recommend any alteration to the current procedure for payment authorisations for the current Administration to May 2027

9. Grant Applications

The applications and supporting documentation has been circulated to Members by email prior to the meeting. There is a current Grant budget available for the 2023/24 financial year of £6,179.

4 Sight Vision - £1,100 requested

This is the 1st application from 4 Sight Vision and the funding would be used to support 20 blind and sight impaired people who are living on North Horsham, for a period of 12 months, by providing individually tailored support, offering everything from advice on eye health, emotional support, guidance on daily living aids, assistance with accessible technology, to help with applying for benefits and concessions.

Decision : To consider a Grant application from 4 Sight Vision

Earles Meadow Conservation Group (EMCG) - £960 requested

This is the 9th application from EMCG and the funding would enable the group to continue to carry out work in accordance with the latest revision of the Management Action Plan with an objective of helping NHPC to maintain and improve the 10 acres (approx.) of woodland, meadows and streams forming part of the Earles Meadow Public Open Space.

Previous Awards

June 2011	£200	Ongoing work
October 2016	£575	Ongoing work
December 2017	£550	Ongoing work
February 2019	£565	Ongoing work
December 2019	£630	Ongoing work
December 2020	£415	Ongoing work
March 2022	£525	Ongoing work
February 2023	£880	Ongoing work

Decision : To consider a Grant application from Earles Meadow Conservation Group

St Catherine's Hospice - £250 requested

This is the 4th application from St Catherine's Hospice but the last one was in 2014. The funding would contribute to their core costs to help people facing the end of their life to spend their final days as pain free, as dignified and as comfortable as possible.

Previous Awards

July 2010	£1,000	Ongoing work
August 2013	£1,000	Ongoing work
July 2014		Declined

Decision : To consider a Grant application from St Catherine's Hospice

North Horsham Friendship Club - £400 requested

This is the 10th application from the Friendship Club and the funding would be used to continue the sessions held biweekly at Roffey Millennium Hall.

Previous Awards

October 2014	£500	Set Up costs
October 2015	£300	Ongoing work
December 2016	£150	Christmas entertainer and small gifts Entertainer
February 2018	£200	and transport costs
February 2019	£225	Entertainer and transport costs
February 2020	£300	Entertainer and transport costs
March 2022	£300	Ongoing sessions including entertainment
February 2023	£400	Entertainment
April 2023	£830	Excursion transport costs

Decision : To consider a Grant application from North Horsham Friendship Club

10. Date of Next Meeting

Whilst the next scheduled meeting is to be held on 11th April 2024, this will be before the year end closedown is completed. Members are therefore asked to agree that an Extraordinary Meeting be called by the Chairman for 11am on Friday 19th April to enable the Committee to review the AGAR 2023/24 prior to its consideration by Council.

Decision : To agree an Extraordinary Meeting of the Committee be held on Friday 19th April at 11am to review the AGAR 2023/24 prior to presentation to the Annual Meeting of the Council on 2nd May 2024.

09/01/2024

North Horsham Parish Council

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Detailed Income & Expenditure by Budget Heading 31/12/2023

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
101 Administration								
1008 Miscellaneous Income	23,072	2,076	0	(2,076)			0.0%	
1009 S106 Funding - HTB	0	3,952	0	(3,952)			0.0%	
1175 CIL Payment	11,805	0	0	0			0.0%	
1176 Precept	349,011	365,346	365,346	0			100.0%	
1196 Interest Received	1,860	19,790	200	(19,590)			9895.1%	
Administration :- Income	385,747	391,164	365,546	(25,618)			107.0%	0
4007 Councillors Training	65	33	1,000	967		967	3.3%	
4008 Councillors Expenses	6,347	4,789	7,000	2,211		2,211	68.4%	
4021 Telephone/Fax/Internet	3,406	2,105	3,200	1,095		1,095	65.8%	
4022 Postage	723	418	1,200	782		782	34.9%	
4023 Stationery and Printing	1,733	1,109	1,600	491		491	69.3%	
4024 Subscriptions	3,171	3,183	3,400	217		217	93.6%	
4025 Insurance	13,979	13,884	13,500	(384)		(384)	102.8%	
4028 IT Costs	2,527	3,285	2,800	(485)		(485)	117.3%	
4029 Website Maintenance	154	84	170	86		86	49.4%	
4032 Publicity/Marketing	0	0	500	500		500	0.0%	
4033 Newsletter	762	612	850	239		239	71.9%	
4038 Office Equipment Maint.	458	0	950	950		950	0.0%	
4051 Bank Charges	72	64	100	36		36	64.0%	
4053 PWLB Loan Charges	11,217	5,424	11,000	5,576		5,576	49.3%	
4057 External Audit Fees	1,300	65	1,400	1,335		1,335	4.6%	
4058 Professional Services	3,575	2,205	3,350	1,145		1,145	65.8%	
4059 Internal Audit Fees	349	54	450	396		396	12.0%	
4100 Chairman's Allowance	335	124	400	276		276	30.9%	
4120 Roffey Hall Equipment	674	687	700	13		13	98.2%	
4122 Office Equipment	493	7	1,000	993		993	0.7%	
4248 S106 Infra Red Heater(RMH)	0	6,979	0	(6,979)		(6,979)	0.0%	
4249 S106 Funding - Indoor Sport	0	3,952	0	(3,952)		(3,952)	0.0%	
Administration :- Indirect Expenditure	51,341	49,062	54,570	5,508	0	5,508	89.9%	0
Net Income over Expenditure	334,406	342,102	310,976	(31,126)				
6001 less Transfer to EMR	11,805	0						
Movement to/(from) Gen Reserve	322,601	342,102						
103 Grants								
4155 Other Grants and Donations	5,780	3,821	10,000	6,179		6,179	38.2%	
Grants :- Indirect Expenditure	5,780	3,821	10,000	6,179	0	6,179	38.2%	0
Net Expenditure	(5,780)	(3,821)	(10,000)	(6,179)				

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Detailed Income & Expenditure by Budget Heading 31/12/2023

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>104 Burial</u>								
4101 Burial Charges	7,461	5,596	7,460	1,864		1,864	75.0%	
Burial :- Indirect Expenditure	7,461	5,596	7,460	1,864	0	1,864	75.0%	0
Net Expenditure	(7,461)	(5,596)	(7,460)	(1,864)				
<u>106 Personnel</u>								
4001 Salaries/NI/Pensions	314,844	243,572	343,000	99,428		99,428	71.0%	
4002 Childcare Vouchers	1,282	0	0	0		0	0.0%	
4003 Payroll Admin Charge	870	668	1,400	732		732	47.7%	
4009 Staff Expenses/Mileage	3,653	2,741	3,000	259		259	91.4%	
4010 Staff Training	1,460	60	1,600	1,540		1,540	3.8%	
4030 Recruitment Advertising	291	181	250	69		69	72.4%	
4067 Protective Clothing	381	159	400	241		241	39.8%	
Personnel :- Indirect Expenditure	322,782	247,380	349,650	102,270	0	102,270	70.8%	0
Net Expenditure	(322,782)	(247,380)	(349,650)	(102,270)				
<u>201 Planning, Env & Transport</u>								
4305 Planning Consultant Fees	0	0	1,500	1,500		1,500	0.0%	
Planning, Env & Transport :- Indirect Expenditure	0	0	1,500	1,500	0	1,500	0.0%	0
Net Expenditure	0	0	(1,500)	(1,500)				
<u>301 Allotments</u>								
1050 Allotment Rents	983	982	995	13			98.7%	
Allotments :- Income	983	982	995	13			98.7%	0
4012 Water Rates	71	241	100	(141)		(141)	240.5%	
4102 Allotment Rent	275	0	275	275		275	0.0%	
4200 Grass cutting	554	323	765	443		443	42.2%	
4259 Allotment Maintenance	50	0	420	420		420	0.0%	
Allotments :- Indirect Expenditure	950	563	1,560	997	0	997	36.1%	0
Net Income over Expenditure	33	419	(565)	(984)				
<u>302 Amenity, Recs & Open Sp</u>								
1100 Grants Received	10,677	11,745	10,678	(1,067)			110.0%	
Amenity, Recs & Open Sp :- Income	10,677	11,745	10,678	(1,067)			110.0%	0
4019 Window Cleaning	738	680	1,000	320		320	68.0%	
4200 Grass cutting	11,293	14,567	21,250	6,683		6,683	68.6%	

Detailed Income & Expenditure by Budget Heading 31/12/2023

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4250 Bus Shelter Repairs	1,286	965	1,850	886		886	52.1%	
4251 Play Area & M Crts Maint	7,251	4,267	7,875	3,608	1,637	1,971	75.0%	
4252 Open Spaces	6,032	3,798	10,500	6,702	3,916	2,786	73.5%	
4253 Litter Warden/Clearance	486	477	945	468		468	50.5%	
4254 Community Services - Dog Bins	2,780	1,594	2,415	821		821	66.0%	
4255 Street Lighting - Maint/Supply	2,743	2,898	5,500	2,602		2,602	52.7%	
4258 Multicourts Maintenance	3,720	2,480	3,750	1,270		1,270	66.1%	
4260 Workshop	49	0	500	500		500	0.0%	
4302 Notice Board Maintenance	321	364	900	536		536	40.5%	
Amenity, Recs & Open Sp :- Indirect Expenditure	36,698	32,090	56,485	24,395	5,553	18,842	66.6%	0
Net Income over Expenditure	(26,020)	(20,344)	(45,807)	(25,463)				
6001 less Transfer to EMR	996	0						
Movement to/(from) Gen Reserve	(27,016)	(20,344)						
<u>401 North Heath Hall</u>								
1000 Hall Lettings	64,492	49,032	71,000	21,968			69.1%	
North Heath Hall :- Income	64,492	49,032	71,000	21,968			69.1%	0
4011 NNDR	6,487	4,396	7,350	2,954		2,954	59.8%	
4012 Water Rates	826	605	975	370		370	62.0%	
4014 Electricity	2,543	1,656	2,900	1,244		1,244	57.1%	
4015 Gas	5,074	2,783	2,690	(93)		(93)	103.4%	
4016 Cleaning Materials	860	977	1,470	493		493	66.4%	
4017 Refuse Bin Clearance	973	674	882	208		208	76.4%	
4018 Sanitary Waste	118	172	336	164		164	51.2%	
4019 Window Cleaning	590	544	735	191		191	74.1%	
4034 Maintenance - Electrical	2,100	1,022	1,575	553		553	64.9%	
4035 Maintenance - Elect Eqp Insp	600	840	580	(260)		(260)	144.8%	
4036 Maintenance - General	2,245	1,948	2,100	152		152	92.8%	
4037 Maintenance - Fire Alarm Syst	420	459	615	156		156	74.6%	
4039 Maint - Intruder Alarm	1,070	964	1,000	36		36	96.4%	
4041 Maintenance - Fire Extg Insp	47	0	170	170		170	0.0%	
4042 Maintenance - Gas Boiler etc	274	745	685	(60)		(60)	108.7%	
4044 Maintenance - Partition Wall	348	695	840	145		145	82.7%	
4061 Legionella Testing	525	140	385	245		245	36.4%	
4063 Maintenance - Plumbing	406	154	685	531		531	22.6%	
4065 Fire Prevention Sundries	0	20	105	85		85	19.0%	
4066 Keyholder Services	180	135	200	65		65	67.5%	
4500 Internal Redecorations	0	2,120	4,500	2,380		2,380	47.1%	
North Heath Hall :- Indirect Expenditure	25,685	21,049	30,778	9,729	0	9,729	68.4%	0
Net Income over Expenditure	38,807	27,983	40,222	12,239				
6001 less Transfer to EMR	1,550	0						

Detailed Income & Expenditure by Budget Heading 31/12/2023

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Movement to/(from) Gen Reserve	37,257	27,983						
402 Holbrook Recreation Centre								
1000 Hall Lettings	36,771	29,546	38,000	8,454			77.8%	
1010 Multi Court Lettings	21,991	17,870	26,600	8,730			67.2%	
Holbrook Recreation Centre :- Income	58,761	47,416	64,600	17,184			73.4%	0
4011 NNDR	3,543	2,620	4,200	1,580	1,580		62.4%	
4012 Water Rates	838	850	1,315	465	465		64.6%	
4014 Electricity	3,792	2,312	3,415	1,103	1,103		67.7%	
4015 Gas	1,289	1,296	1,575	279	279		82.3%	
4016 Cleaning Materials	1,303	956	1,470	514	514		65.0%	
4017 Refuse Bin Clearance	825	657	885	228	228		74.2%	
4018 Sanitary Waste	118	172	255	83	83		67.5%	
4019 Window Cleaning	258	238	475	237	237		50.1%	
4034 Maintenance - Electrical	339	2,532	5,155	2,623	2,623		49.1%	
4035 Maintenance - Elect Eqp Insp	600	2,082	2,065	(17)	(17)		100.8%	
4036 Maintenance - General	2,101	1,342	1,995	653	653		67.3%	
4037 Maintenance - Fire Alarm Syst	747	420	630	210	210		66.7%	
4039 Maint - Intruder Alarm	932	925	1,000	75	75		92.5%	
4041 Maintenance - Fire Extg Insp	64	0	170	170	170		0.0%	
4042 Maintenance - Gas Boiler etc	751	583	525	(58)	(58)		111.1%	
4061 Legionella Testing	480	125	370	245	245		33.8%	
4063 Maintenance - Plumbing	455	245	765	520	520		32.0%	
4065 Fire Prevention Sundries	665	10	630	620	620		1.6%	
4066 Keyholder Services	180	135	200	65	65		67.5%	
4500 Internal Redecorations	166	1,000	1,000	0	0		100.0%	
Holbrook Recreation Centre :- Indirect Expenditure	19,445	18,500	28,095	9,595	0	9,595	65.8%	0
Net Income over Expenditure	39,316	28,916	36,505	7,589				
6001 less Transfer to EMR	0	2,076						
Movement to/(from) Gen Reserve	39,316	26,840						
403 Roffey Millennium Hall								
1000 Hall Lettings	52,770	47,821	45,000	(2,821)			106.3%	
1004 Equipment Sale/Sundry Income	660	749	0	(749)			0.0%	
1006 Refreshment Sale Income	1,408	1,458	0	(1,458)			0.0%	
1008 Miscellaneous Income	256	6	0	(6)			0.0%	
Roffey Millennium Hall :- Income	55,093	50,034	45,000	(5,034)			111.2%	0
4011 NNDR	6,737	5,306	7,700	2,394	2,394		68.9%	

Detailed Income & Expenditure by Budget Heading 31/12/2023

Month No: 9

Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4012 Water Rates	1,573	965	1,260	295		295	76.6%	
4014 Electricity	6,128	4,447	5,385	938		938	82.6%	
4015 Gas	3,859	4,288	6,300	2,012		2,012	68.1%	
4016 Cleaning Materials	1,344	1,018	1,445	427		427	70.4%	
4017 Refuse Bin Clearance	1,699	1,410	1,750	340		340	80.6%	
4018 Sanitary Waste	118	172	245	73		73	70.2%	
4019 Window Cleaning	812	749	1,040	292		292	72.0%	
4020 Refreshment Sale Cost/Sundries	446	641	315	(326)		(326)	203.4%	
4034 Maintenance - Electrical	1,197	900	2,100	1,200		1,200	42.8%	
4035 Maintenance - Elect Eqp Insp	610	490	2,730	2,240		2,240	17.9%	
4036 Maintenance - General	3,330	1,863	3,460	1,597		1,597	53.8%	
4037 Maintenance - Fire Alarm Syt	420	459	580	121		121	79.1%	
4039 Maint - Intruder Alarm	925	925	1,000	75		75	92.5%	
4040 Maintenance - Elevator	774	821	790	(31)		(31)	103.9%	
4041 Maintenance - Fire Extg Insp	86	128	170	42		42	75.2%	
4042 Maintenance - Gas Boiler etc	545	433	945	512		512	45.8%	
4044 Maintenance - Partition Wall	688	345	630	285		285	54.8%	
4061 Legionella Testing	578	190	395	205		205	48.1%	
4062 Air Conditionaing Maintenance	277	270	315	45		45	85.7%	
4063 Maintenance - Plumbing	353	105	1,365	1,260		1,260	7.7%	
4064 Lightning Conductor Works	195	0	315	315		315	0.0%	
4065 Fire Prevention Sundries	153	23	105	82		82	22.1%	
4066 Keyholder Services	180	135	200	65		65	67.5%	
4500 Internal Redecorations	1,000	1,950	2,300	350		350	84.8%	
Roffey Millennium Hall :- Indirect Expenditure	34,025	28,030	42,840	14,810	0	14,810	65.4%	0
Net Income over Expenditure	21,068	22,004	2,160	(19,844)				
<u>901 Earmarked Reserves</u>								
4900 Repairs & Renewals Reserve	54,130	23,063	0	(23,063)		(23,063)	0.0%	23,063
Earmarked Reserves :- Indirect Expenditure	54,130	23,063	0	(23,063)	0	(23,063)		23,063
Net Expenditure	(54,130)	(23,063)	0	23,063				
6000 plus Transfer from EMR	54,150	23,063						
6001 less Transfer to EMR	20	0						
Movement to/(from) Gen Reserve	0	0						
Grand Totals:- Income	575,755	550,373	557,819	7,446			98.7%	
Expenditure	558,298	429,154	582,938	153,784	5,553	148,231	74.6%	
Net Income over Expenditure	17,457	121,219	(25,119)	(146,338)				
plus Transfer from EMR	54,150	23,063						
less Transfer to EMR	14,371	2,076						
Movement to/(from) Gen Reserve	57,236	142,206						

NORTH HORSHAM PARISH COUNCIL
RESERVE BALANCES - 31st December 2023

	BALANCE 31.03.2021	TRANSFER 01.04.2021	EXPENDITURE ACTUAL 31.03.2022	INCOME ACTUAL 31.03.2022	BALANCE 31.03.2022	TRANSFER 01.04.2022	FROM Reserve		TO Reserve		BALANCE 31.03.2023	TRANSFER 01.04.2023	FROM Reserve		TO Reserve		NOTE	
							EXPENDITURE ACTUAL 31.03.2023	INCOME ACTUAL 31.03.2023	EXPENDITURE ACTUAL 30.12.2023	INCOME ACTUAL 30.12.2023								
310/0 GENERAL RESERVES	216901	-8500	461137	503109	250373	-37546	504167	563950	272610	-49000	406091	548297	365816					
EARMARKED RESERVES					0								0					
320/0 REVENUE - VAT CONTINGENCY	7955				7955					7955			7955					
321/0 REPAIRS & RENEWALS (R&R)	100693	3500	8059		96134		27546		68589		9344		59245	3				
322/0 ELECTION	19950				19950				19950				19950					
323/0 TREE MANAGEMENT WORK	3825				3825	5000	7860		965	4000	860		4105	6				
327/0 ROFFEY YOUTH CLUB	5621				5621				5621		5000		621	1				
328/0 PLANNING	8035				8035				8035				8035					
329/0 EMR - GRANT FOR LED LIGHTS	0				0				0		2076	2076	0					
330/0 EMR - MARCH 2023	0				0	2546			2546		2525		21					
331/0 RMH BOILER	20000	5000			25000	5000			30000	5000			35000					
332/0 PLAYGROUND UPGRADE	25000				25000	25000			50000	25000			75000					
333/0 NHH WASHROOM REFURBISHMENT	0				0				0	15000	2462		12538					
335/0 CAPITAL RECEIPT	25000				25000				25000				25000	2				
337/0 NORTH HORSHAM COMMUNITY LAND TRUST	3				3				3				3					
336/0 COMMUNITY INFRASTRUCTURE LEVY - 2019/2020	8551		8551		0				0				0					
338/0 COMMUNITY INFRASTRUCTURE LEVY 2020/2021	2395		2394.55		0				0				0					
339/0 COMMUNITY INFRASTRUCTURE LEVY 2021/2022	0		5603.76	26163	20559		18725		1835		795		1040	4				
340/0 COMMUNITY INFRASTRUCTURE LEVY 2022/2023	0				0				11805	11805			11805	5				
	443928	0	485745	529272	487455	0	558297	575755	504913	0	429153	550373	626133					

1 Roffey Youth Club - money left from when the Youth Club Committee folded but agreed at Council Meeting 13th Jan 2022 (Min. FC/862/22) for £5,000 to go to HDC Youth work - request for payment of funds still awaited.

2 Capital Receipt - money from the sale of land.

3 R & R - ongoing repairs agreed by the Property Committee

Servcom - Boiler Repairs
 Servcom - Boiler Repairs
 EMRH - Water Jugs
 H New - MC Floodlights
 MAC - Building Work
 Pro Servicing Patition Wall

£562.96
 £1,248.75
 £49.99
 £957.23
 £735.00
 £895.00
£4,448.93

B/Fwd
 Elite Door Repairs
 Ols - Lft Maintenance
 Survey Report - NNH
 Happy Drain - Tanker & CCTV
 Servcom - Boiler Repairs
 Happy Drain - Tanker & CCTV

£4,448.93
 £800.00
 £1,096.15
 £400.00
 £885.00
 £419.42
 £1,295.00
£9,344.50

B/Fwd

4 CL 2021/2022

339

Defibrillator - HTB & NNH
 TCM - Build. Maintenance

£775.00
 £20.00

B/Fwd

£795.00 C/Fwd

£0.00

5 NHH - Washroom Referbishment

333

Surveys
 Architect Drawings
 IGNS Engineerings
 HDC

£582.00
 £630.00
 £690.00
 £560.00
£2,462.00

6 Tree Management Works

323

Forest View - Tree Management

£860.00

£860.00

7 EMR - March 2023

330

TCM - Build. Maintenance
 TCM - Playground Maintenance
 FVTS - Tree Sargent
 TCM - Playground Repairs
 TCM - Playground Repairs

£1,550.00
 £160.00
 £560.00
 £115.00
 £140.00

£2,525.00

8 EMR - HDC Grant

329

HDC - LED Lights
 Simmonds - Led Lights
 Simmonds - Led Lights

£2,076.10
 -£2,076.00
 -£0.10
£0.00

9 EMR - Roffey Youth Club

327

4 The Youth

£5,000.00

£5,000.00