

Juliet Perry
Principal Officer
www.burbageparishcouncil.gov.uk



Burbage Millennium Hall
Britannia Road
Burbage
Leicestershire
LE10 2HF

2nd October 2024

To: **Members of the Administration & Finance Committee**

| | |
|-----------------------------|-------------------------|
| Cllr R Flemming | Cllr R Mayne |
| Cllr A Hall | Cllr N Robinson |
| Cllr R Hoelmer (Vice-Chair) | Cllr P Williams (Chair) |
| Cllr K Lynch | |

Copy to all other members of the Council

(other recipients for information)

Dear Member

There will be a meeting of the **ADMINISTRATION & FINANCE COMMITTEE** Millennium Hall, Britannia Road on **MONDAY 7th OCTOBER** at **6.30 pm** and your attendance is required.

The agenda is given overleaf.

Kind regards

Kirsty Jones

Kirsty Jones
Deputy Principal Officer

Members of the public are very welcome to attend

If you have any concerns about attending a physical meeting or require further information on safety measures in place, please do not hesitate to contact the Parish Office for clarification.

Written representations on any items on the agenda are welcome.

Comments can be emailed to info@burbageparishcouncil.gov.uk or put in the letterbox at Millennium Hall Mon-Fri 8.30am to 4.00pm and must be received **by 9.00am on the day of the meeting.**

Use of mobile phones and other mobile devices

To minimize disturbance to others attending the meeting, please switch off your phone or other mobile device or turn it onto silent or vibrate mode.

AGENDA – 7th OCTOBER 2024

1. To receive apologies for absence
2. To receive Members declarations of interest
3. To approve the minutes of the meeting held Monday 12th August 2024 (**circulated**)
4. To address any matters arising
5. Public questions & comments relating to items on the agenda
6. To receive note of thanks from Burbage Gardening Club (**circulated**)
7. To consider requests for free hall hire: (**circulated**)
 - a) Burbage Parish Lands Charity
 - b) Clare Naunton
 - c) The Pierce Perspective
8. To consider Cuttlefish app for Parish Councils (**circulated**)
9. To receive reports from sub-committees, working parties and task & finish groups
 - (a) Budget Sub-Committee – no meeting
 - (b) Remembrance Working Party –25th September 2024 (**circulated**)
 - (c) Millennium Hall Development Working Party – no meeting
 - (d) Queen’s Platinum Jubilee Task & Finish Group – no meeting
10. To note financial statements and budget reports
 - a) Accounts paid (**circulated**)
 - b) Summary of receipts & payments (**circulated**)
 - c) Bank reconciliation with bank statements (**circulated**)
11. To confirm date and time of next meeting

**MINUTES OF THE
ADMINISTRATION & FINANCE COMMITTEE MEETING
HELD MONDAY 12th AUGUST 2024
6.30PM
BURBAGE MILLENNIUM HALL**

Present: Cllrs Mr R Flemming, Mrs A Hall, Mr R Hoelmer, Mr K Lynch, Mr R Mayne, Mr N Robinson, Mr Williams (Chair)

In attendance: J Perry (Principal Officer & Responsible Financial Officer)
K Jones (Deputy Principal Officer)

These minutes are subject to approval at the next meeting of this Committee

31. TO RECEIVE APOLOGIES FOR ABSENCE

No apologies had been received.

32. TO RECEIVE MEMBERS DECLARATIONS OF INTEREST

No declarations of interest were made at this time.

33. MINUTES OF THE ADMINISTRATION & FINANCE COMMITTEE MEETING HELD MONDAY 15th JULY 2024

The minutes of the Administration & Finance Committee meeting held on Monday 15th July 2024 had been circulated to all Members and were considered. Proposed by Cllr Mr Hoelmer, seconded by Cllr Mr Lynch, and by show of hands, it was

RESOLVED - that the minutes of the meeting held on 15th July 2024 be approved and signed by the Chairman.

34. MATTERS ARISING

There were no matters arising.

35. PUBLIC QUESTIONS AND COMMENTS

There were no members of the public present.

36. TO CONSIDER REQUIREMENTS FOR MPLC LICENCE FOR MILLENNIUM HALL

Details regarding the MPLC licence had been circulated to all Members and were considered. Following discussion, proposed by Cllr Mr Lynch, seconded by Cllr Mr Flemming, and by show of hands, it was

RESOLVED – to approve the purchase of MPLC licence and TV licence with the timing of the purchases being deferred under delegated decision by the Principal/Deputy Principal Officer once a specific need is identified.

37. TO CONSIDER A RESPONSE TO HBBC STATEMENT OF PRINCIPLES CONSULTATION

Members considered a consultation request from HBBC on their Statement of Principles under the Gambling Act 2005. Cllr Mr Williams confirmed that there was only one amendment to the Statement of Principles and that this did not impact Burbage. Proposed by Cllr Mr Williams, seconded by Cllr Mr Flemming, and by show of hands, it was

RESOLVED - not to comment on the consultation.

38. TO CONSIDER A RECOMMENDATION FROM THE ENVIRONMENT COMMITTEE

Members considered a request from the Environment Committee. Proposed by Cllr Mr Williams, seconded by Cllr Mr Mayne, and by show of hands, it was

RESOLVED - that a virement of £3000 be made from New Projects to new MVAS reserve to facilitate the purchase of a solar powered VAS sign, with a 10% contingency delegated to the Responsible Financial Officer in case of price increases since quotation obtained.

39. REPORTS FROM SUB-COMMITTEES, WORKING PARTIES AND TASK & FINISH GROUPS

39.1 Budget Sub-Committee

No meeting of the Budget Sub-Committee had taken place.

39.2 Remembrance Working Party

No meeting of the Remembrance Working Party had taken place.

39.3 Millennium Hall Development Working Party

No meeting of the Millennium Hall Development Working Party had taken place.

39.4 Queen's Platinum Jubilee Task & Finish Group

No meeting of the Queen's Platinum Jubilee Task & Finish Group had taken place.

40. FINANCIAL STATEMENTS AND BUDGET REPORTS

The following reports had been circulated to all Members:

- A list of accounts paid

- A summary of receipts and payments
- Bank reconciliation with bank statements
- Budgetary overspend report

Bank balance at 31st July 2024:

Current Account: £3,622.64

Deposit Account: £714,192.86

32 Day Notice Account: £408,399.85

Members noted the budget overspend as reported. Members raised no questions and noted the information contained in the documents, which were visibly inspected and signed by the Chairman.

41. TO CONFIRM DATE AND TIME OF NEXT MEETING

Next meeting confirmed as Monday 7th October 2024 at 6.30pm

There being no other business the meeting was closed at 6.44pm.

Item 6



Burbage Gardening Club

Dear Staff & Councilors,

I am writing to thank you for supporting our 76th annual show in 2024. We really do appreciate the generosity of our supporters who provide class sponsorship, raffle prizes and place adverts in the show schedule. We could not run the show without all our supporters. I hope I can look forward to your continued support for future shows.

Thank you again.

With kind regards,



Bob Gwynn

BGC Show Manager

Dear Gill

Please may we book the Millennium Hall, and Kitchen again for Burbage Parish Lands Charity Meet and Greet of Newly Appointed Trustees on Tuesday the 15th October 24 from 6.45pm to 9pm. If this is available would you please approach the Parish if they will be happy to allow us free use of the Hall again for the evening.

Back ground to our request - As you may know our long standing Chair and Secretary - Ray Linforth and Graham Davis - are standing down after giving 20 years service to the Charity. We are delighted to have recruited two new Trustees from a very strong field of volunteers , which we feel is reflective of the strong community commitment to our village . Not only do we want to welcome our new trustees we wish to acknowledge and celebrate Graham and Rays contribution and efforts to strengthen the Charity and form bonds in the community.

If any Councillors or Parish Council staff would like to join us on the evening they are very welcome. Please let me know for catering refreshment purposes. Thank you for your kind assistance.

FAO Admin and Finance Committee

Hello,

I would be grateful if you could consider my request to use the Millenium Hall free of charge on Sunday 24th November between 1.30pm – 5pm.

As a group of mums, we normally look for a venue to make Christmas Wreaths, we charge a fee that covers the cost of the materials, and all other monies goes to a good cause.

This year, given the heartbreaking news about Mr Webb, such a much-loved teacher, all monies raised will be donated to Mr Webbs fundraising campaign.

Many thanks,

Clare Naunton

Hi Jill,

Thank you for your quick response, and I hope you're doing well.

I just wanted to confirm that the date is correct: Saturday, 30th November. If the main hall is available from 2:00pm to 11:00pm, that would be ideal for our Christmas Wreath Making Workshop, which will raise funds for The Pierce Perspective and engage the community in a fun, creative event.

Regarding the request for the hall to be free of charge, yes, this is something we would like to request as it will help us maximise the fundraising impact for the charity. Could this be considered at the next Admin and Finance Committee meeting on 7th October, please?

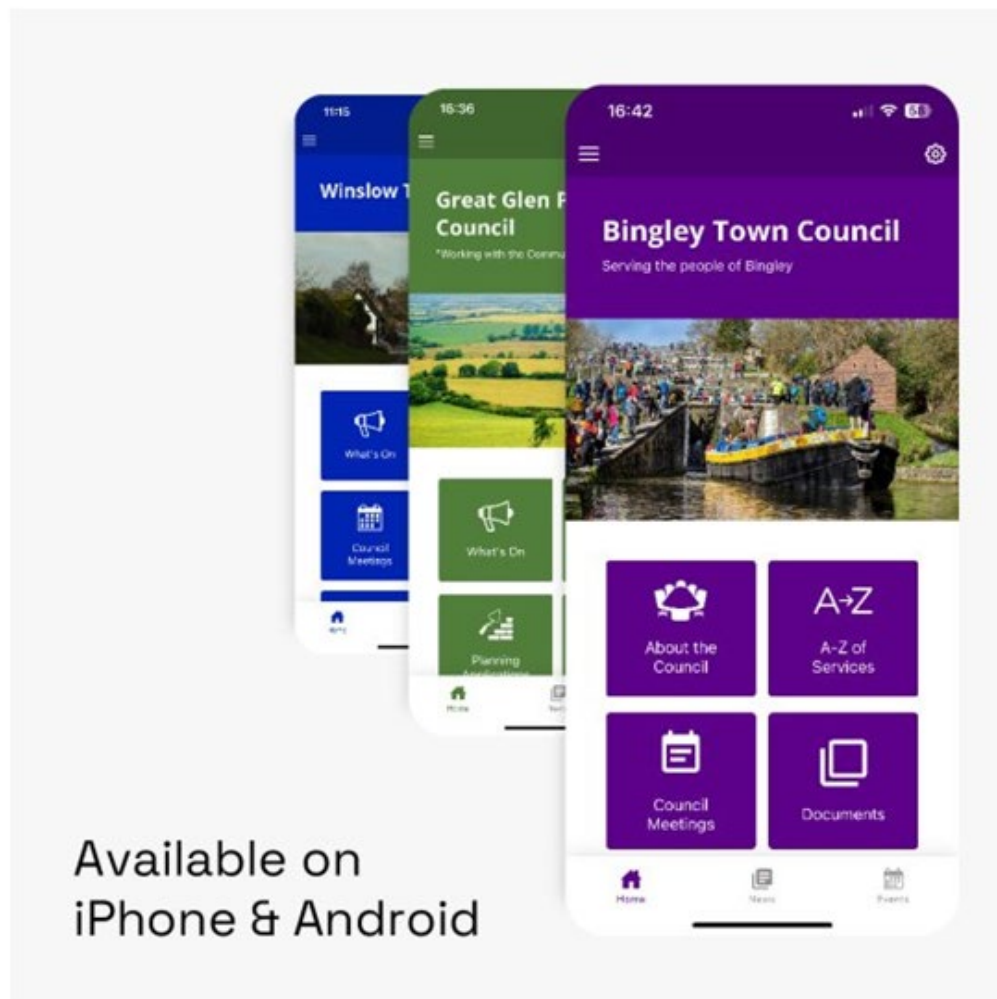
I've attached the completed booking form, and we would like to use the kitchen facilities as well.

Thank you so much for your support, and I look forward to hearing from you after the meeting.

Kindest regards,

Andy

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REMEMBRANCE WORKING PARTY

2pm Wednesday 25th September 2024
Millennium Hall, Burbage

Present: Cllrs Mr P Williams, Mr S Attenborough, Mr R Hoelmer, Mr N Robinson, Mr D Leslie (Royal British Legion), Mr K Coates (Royal British Legion), Father Andrew Hall (arrived late), Ms J Perry (Principal Officer), Ms K Jones (Deputy Principal Officer), A Harrison (Estates Officer)

1. TO ELECT A CHAIR

The group proposed Cllr Mr Williams continue as chair. There being no other nominations, Cllr Williams accepted the role as Chair for the group.

2. TO RECEIVE APOLOGIES

Apologies were noted from Cllr Mr Flemming and Mrs Crabtree (Burbage Heritage Group).

3. DECLARATIONS OF INTEREST

Cllr Mr Williams, Mr Leslie, Mr Coates and the Estates Officer declared membership of the Royal British Legion.

4. TO CONFIRM THE MINUTES OF THE PREVIOUS MEETING

The minutes of the 25th January 2024 were accepted as a true record of the meeting.

5. VE DAY 80TH ANNIVERSARY – 8TH MAY 2025

The Deputy Principal Officer provided Members with the official guidance received regarding commemorating the 80th anniversary of VE Day in 2025. Following discussion, it was agreed that a beacon lighting would take place on Thursday 8th May, with a street party to be held on Sunday 11th May 2025. It was agreed that the last street party held on Grove Road had been a great success and that this location would be used again. Further details to be discussed at a meeting early in 2025.

RECOMMENDATION – To make a recommendation to the Budget Working Party for an increase in the Remembrance budget to cover costs associated with VE Day 80 beacon lighting and street party.

The Estates Officer left the meeting during this item.

Father Andrew Hall arrived during this item.

6. REMEMBRANCE SUNDAY 10TH NOVEMBER 2024

First Aid Cover

The Deputy Principal Officer advised Members that St John Ambulance had confirmed they would be providing their services for the Remembrance Event free of charge as a gesture of goodwill. Members were very appreciative of this gesture.

Piper

Mr Coates confirmed that the piper was booked and that his fee this year would be £300. It was requested that the piper invoice the Parish Council directly.

Parade Marshal

The meeting asked if Mr Leslie would again act as Parade Marshal, and Mr Leslie kindly accepted the invitation.

Site Marshal

Mr Leslie and Mr Coates confirmed that the Royal British Legion would be providing a site marshal.

Parade

Discussion was had around whether the choir should continue to walk with the parade or to go directly to the war memorial. Father Andrew suggested that it would be better for them to go directly to the war memorial and sing a few hymns there. Members agreed with this suggestion. Father Andrew to inform the choir of this change.

The order of the parade and order of wreath laying is to be as last year. Deputy Principal Officer will inform all attendees of the order for the parade and wreath laying ahead of the event.

Cllr Mr Williams reminded members that a new name has been added to the War Memorial in 2024 and suggested that it would be appropriate to have an unveiling of the name. It was suggested to check with Sgt Smith's daughter to ensure she is happy with this and whether she would be able to perform the unveiling. Cllr Mr Williams advised that he believed the Heritage Group had the velvet cover from the last unveiling and he would check the availability of this.

The Deputy Principal Officer confirmed that Royal Spa Brass and the cornet player were booked to attend, and that 100 crosses had been ordered. As Mrs Whitworth was not at the meeting, Deputy Principal Officer to check if she is happy to label the crosses as previously.

Members discussed concerns raised about the time taken for the laying of the wreathes and crosses. Father Andrew requested that the band be asked to play for some of the time as it was a long time for the piper to play last year. Cllr Mr Williams suggested

reading out the names of the WWII fallen during this time, including their regiment, and all agreed that this would be a good addition, with names to go in the Order of Service booklet. Mr Coates and Mr Leslie agreed to ask John Osborne to liaise with the cadet services to see if they would be prepared to read out the names. Cllr Mr Williams to check the video from last year to look at the timings for this section, and coordinate with Father Andrew and Mr Leslie.

The Estates Officer returned to the meeting at this point.

Mr Coates confirmed that Ben was able to video again, and that he was contacting the owners of Tong Lodge to check that the location was available again this year.

The Estates Officer advised the group that he was intending to start setting up earlier this year as, with so much to do on the morning, timings were a bit tight last year.

The Deputy Principal Officer requested Father Andrew advise as soon as possible which hymns he would be including so that this could be relayed to Royal Spa Brass.

Schools Event

Father Andrew confirmed the Schools Remembrance Event will take place on Friday 8th November in Pughes Paddock. Mr Leslie confirmed the RBL standard would attend, and the Deputy Principal Officer confirmed the cornet player had been requested to attend.

There being no further business the meeting was closed at 3pm.

Burbage Parish Council

Item 10a

4 September 2024 (2024-2025)

PAYMENTS LIST

| Vouche | Code | Date | Minute | Bank | Cheque No | Description | Supplier | VAT Type | Net | VAT | Total |
|--------|--------------------------------|------------|----------------|-----------------------|-----------|-------------------------------|-----------------------------|----------|-----------|--------|-----------|
| 324 | Business Rates | 01/08/2024 | | Current Account - Llc | DD | Business Rates | HBBC | X | 94.00 | | 94.00 |
| 325 | Business Rates | 01/08/2024 | | Current Account - Llc | DD | Business Rates | HBBC | X | 104.00 | | 104.00 |
| 326 | Tools & Tool Maintenance | 08/08/2024 | | Current Account - Llc | FPO | Tyre Weld | Halfords | X | 18.57 | 3.72 | 22.29 |
| 327 | Tools & Tool Maintenance | 08/08/2024 | | Current Account - Llc | FPO | Water Pump | Tool Britannia | X | 303.29 | 60.66 | 363.95 |
| 328 | Water Supply | 08/08/2024 | | Current Account - Llc | FPO | Water Supply | Water Plus | Z | 281.22 | | 281.22 |
| 329 | Maintenance | 08/08/2024 | | Current Account - Llc | FPO | Bowling Green Maintenance | Supergrass Ltd | X | 720.26 | | 720.26 |
| 330 | Leased Equipment | 08/08/2024 | | Current Account - Llc | FPO | Grounds Maintenance Vehicle L | Farol Ltd | X | 103.00 | 20.60 | 123.60 |
| 331 | IT Systems & Software | 08/08/2024 | | Current Account - Llc | FPO | IT Services | Erud IT | X | 327.07 | 65.41 | 392.48 |
| 332 | Remembrance | 08/08/2024 | | Current Account - Llc | FPO | Sound System Supply | Leicester Sound & Lighting | X | 300.00 | 60.00 | 360.00 |
| 333 | Electricity Supply | 08/08/2024 | | Current Account - Llc | FPO | Electricity Supply | Southern Electric | L | 49.81 | 2.49 | 52.30 |
| 334 | Maintenance | 08/08/2024 | | Current Account - Llc | FPO | Hygiene Services | SRCL Ltd | S | 55.23 | 11.05 | 66.28 |
| 335 | Maintenance | 08/08/2024 | | Current Account - Llc | FPO | Recycling Waste | Tom White Waste Ltd | S | 49.27 | 9.85 | 59.12 |
| 336 | Telephone | 08/08/2024 | | Current Account - Llc | FPO | Telephone | GPS Telecoms | X | 103.85 | 20.77 | 124.62 |
| 337 | Litter Collection & Bins | 08/08/2024 | | Current Account - Llc | FPO | Dog Waste & Litter Contract | HBBC | X | 1,318.12 | 263.62 | 1,581.74 |
| 338 | Professional Fees | 08/08/2024 | | Current Account - Llc | FPO | External Audit Fees | Moore East Midlands | X | 1,680.00 | 336.00 | 2,016.00 |
| 339 | Rugby Road Park Improvement | 08/08/2024 | | Current Account - Llc | FPO | Benches | Kedel Ltd | X | 3,568.00 | 713.60 | 4,281.60 |
| 340 | Millennium Hall | 08/08/2024 | | Current Account - Llc | FPO | Deposit Return | Amanda Pickering | X | 50.00 | | 50.00 |
| 341 | Misc Donation | 08/08/2024 | | Current Account - Llc | FPO | Memorial Bench | Taylor's Foundry Ltd | X | 1,945.00 | 389.00 | 2,334.00 |
| 342 | Electricity Supply | 12/08/2024 | | Current Account - Llc | DD | Electricity Supply | Yorkshire Gas and Power | S | 487.43 | 97.49 | 584.92 |
| 343 | Electricity Supply | 12/08/2024 | | Current Account - Llc | DD | Electricity Supply | Yorkshire Gas and Power | L | 186.29 | 9.31 | 195.60 |
| 344 | Electricity Supply | 12/08/2024 | | Current Account - Llc | DD | Electricity Supply | Yorkshire Gas and Power | L | 81.60 | 4.08 | 85.68 |
| 345 | Electricity Supply | 12/08/2024 | | Current Account - Llc | DD | Electricity Supply | Yorkshire Gas and Power | L | 58.57 | 2.93 | 61.50 |
| 346 | Electricity Supply | 12/08/2024 | | Current Account - Llc | DD | Electricity Supply | Yorkshire Gas and Power | L | 34.91 | 1.75 | 36.66 |
| 347 | Christmas Lights & Festivities | 12/08/2024 | | Current Account - Llc | DD | Electricity Supply | Yorkshire Gas and Power | L | 29.53 | 1.48 | 31.01 |
| 348 | Bank Charges | 14/08/2024 | | Current Account - Llc | CHG | Bank Charges | Lloyds Bank | X | 7.00 | | 7.00 |
| 349 | Maintenance | 19/08/2024 | | Current Account - Llc | FPO | Paint & Brushes | Wickes | S | 19.58 | 3.92 | 23.50 |
| 350 | Stationery & Postage | 19/08/2024 | | Current Account - Llc | FPO | Postage | Post Office Counters Ltd | X | 7.66 | 1.53 | 9.19 |
| 351 | Gas Supply | 19/08/2024 | | Current Account - Llc | FPO | Gas Supply | ESPO | L | 247.25 | 12.36 | 259.61 |
| 352 | New Projects | 19/08/2024 | Council 24/12a | Current Account - Llc | FPO | Donation | St Catherine's Church | X | 10,000.00 | | 10,000.00 |
| 353 | Defibrillators | 19/08/2024 | | Current Account - Llc | FPO | Replacement Defib Battery & P | Defib Store | X | 270.00 | 54.00 | 324.00 |
| 354 | Rugby Road Park Improvement | 19/08/2024 | | Current Account - Llc | FPO | Padlocks | Mike B's Security Locksmith | X | 145.74 | 29.15 | 174.89 |
| 355 | Stationery & Postage | 19/08/2024 | | Current Account - Llc | FPO | Franking Machine Rental | Neopost Ltd | X | 59.16 | 11.83 | 70.99 |
| 356 | Photocopier | 19/08/2024 | | Current Account - Llc | FPO | Photocopier Contract | Ricoh UK Ltd | X | 128.45 | 25.69 | 154.14 |

PAYMENTS LIST

| Vouche | Code | Date | Minute | Bank | Cheque No | Description | Supplier | VAT Type | Net | VAT | Total |
|--------------|-------------------------------|------------|--------|-----------------------|-----------|-------------------------------|------------------------------|----------|------------------|-----------------|------------------|
| 357 | Water Supply | 19/08/2024 | | Current Account - Llc | FPO | Water Supply | Water Plus | Z | 42.05 | | 42.05 |
| 358 | Maintenance | 19/08/2024 | | Current Account - Llc | FPO | SIM contract | 3 Business Services | X | 26.14 | 5.23 | 31.37 |
| 359 | Rugby Road Park Improvement | 19/08/2024 | | Current Account - Llc | FPO | Litter Bins | Glasdon UK Ltd | X | 423.24 | 84.65 | 507.89 |
| 360 | Fuel & Phone | 19/08/2024 | | Current Account - Llc | FPO | Fuel | UK Fuels Ltd | X | 437.79 | 87.56 | 525.35 |
| 361 | Millennium Hall | 19/08/2024 | | Current Account - Llc | FPO | Deposit Return | Kieron Kane | X | 50.00 | | 50.00 |
| 362 | Millennium Hall | 19/08/2024 | | Current Account - Llc | FPO | Deposit Return | N Maton | X | 50.00 | | 50.00 |
| 363 | Pensions | 30/08/2024 | | Current Account - Llc | DD | | | X | 1,317.53 | | 1,317.53 |
| 364 | Grounds Maintenance | 30/08/2024 | | Current Account - Llc | FPO | | | X | 1,952.22 | | 1,952.22 |
| 365 | Management & Administration | 30/08/2024 | | Current Account - Llc | FPO | | | X | 3,119.25 | | 3,119.25 |
| 366 | Grounds Maintenance | 30/08/2024 | | Current Account - Llc | FPO | | | X | 1,944.66 | | 1,944.66 |
| 367 | Management & Administration | 30/08/2024 | | Current Account - Llc | FPO | | | X | 2,387.02 | | 2,387.02 |
| 368 | Management & Administration | 30/08/2024 | | Current Account - Llc | FPO | | | X | 1,209.40 | | 1,209.40 |
| 369 | Management & Administration | 30/08/2024 | | Current Account - Llc | FPO | | | X | 2,061.74 | | 2,061.74 |
| 370 | Caretaking/Cleaning | 30/08/2024 | | Current Account - Llc | FPO | | | X | 1,391.92 | | 1,391.92 |
| 371 | Caretaking/Cleaning | 30/08/2024 | | Current Account - Llc | FPO | | | X | 877.34 | | 877.34 |
| 372 | Management & Administration | 30/08/2024 | | Current Account - Llc | FPO | | | X | 931.34 | | 931.34 |
| 373 | Grounds Maintenance | 30/08/2024 | | Current Account - Llc | FPO | | | X | 1,713.93 | | 1,713.93 |
| 374 | Tax & NI | 30/08/2024 | | Current Account - Llc | FPO | | | X | 5,200.66 | | 5,200.66 |
| 375 | Maintenance | 30/08/2024 | | Current Account - Llc | FPO | Feather edge board | Wickes | X | 18.75 | 3.75 | 22.50 |
| 376 | Maintenance | 30/08/2024 | | Current Account - Llc | FPO | Screw cap covers | B&Q | S | 2.28 | 0.46 | 2.74 |
| 377 | Maintenance | 30/08/2024 | | Current Account - Llc | FPO | Hardware | Wickes | S | 22.37 | 4.48 | 26.85 |
| 378 | Maintenance | 30/08/2024 | | Current Account - Llc | FPO | Screw cap covers | B&Q | S | 16.72 | 3.35 | 20.07 |
| 379 | Maintenance | 30/08/2024 | | Current Account - Llc | FPO | Line marking paint | B&Q | X | 18.75 | 3.75 | 22.50 |
| 380 | Rugby Road Park Improvement | 30/08/2024 | | Current Account - Llc | FPO | Key Cutting | Mike B's Security Locksmith | X | 44.00 | 8.80 | 52.80 |
| 381 | Maintenance | 30/08/2024 | | Current Account - Llc | FPO | Key Cutting | Mike B's Security Locksmith | S | 4.00 | 0.80 | 4.80 |
| 382 | Maintenance | 30/08/2024 | | Current Account - Llc | FPO | Bowls Green Maintenance Cont | Supergrass Ltd | X | 720.26 | | 720.26 |
| 383 | Maintenance | 30/08/2024 | | Current Account - Llc | FPO | St Catherines Grounds Mainten | Smith Grayson Ltd | X | 922.25 | 184.45 | 1,106.70 |
| 384 | Printing & Advertising | 30/08/2024 | | Current Account - Llc | FPO | Advertising | Local Rock Ltd | X | 372.50 | 74.50 | 447.00 |
| 385 | Subscriptions | 30/08/2024 | | Current Account - Llc | FPO | SLCC Membership | SLCC | X | 343.00 | | 343.00 |
| 386 | Grass Pitch Improvement Proje | 30/08/2024 | | Current Account - Llc | FPO | Football pitch improvements | Leicester City Football Club | X | 16,936.83 | 3,387.37 | 20,324.20 |
| 387 | Water Supply & Septic Tank | 30/08/2024 | | Current Account - Llc | FPO | Water Supply | Water Plus | Z | 8.02 | | 8.02 |
| Total | | | | | | | | | 67,399.82 | 6,061.44 | 73,461.26 |

Burbage Parish Council

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2024 and 31/08/2024)

01 Income - Precept

| Code Title | Receipts | | | Payments | | | Net Position |
|------------------|-------------------|-------------------|--------------------|----------|--------|----------|---------------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 1 Precept | 470,948.03 | 235,474.02 | -235,474.01 | | | | -235,474.01 (-50%) |
| SUB TOTAL | 470,948.03 | 235,474.02 | -235,474.01 | | | | -235,474.01 (-50%) |

02 Income - Millennium Hall

| Code Title | Receipts | | | Payments | | | Net Position |
|------------------|------------------|------------------|-------------------|----------|---------------|----------------|--------------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 3 Lettings | 48,760.00 | 23,327.60 | -25,432.40 | | 193.33 | -193.33 | -25,625.73 (-52%) |
| SUB TOTAL | 48,760.00 | 23,327.60 | -25,432.40 | | 193.33 | -193.33 | -25,625.73 (-52%) |

03 Income - Allotment Fees

| Code Title | Receipts | | | Payments | | | Net Position |
|------------------|-----------------|-----------------|----------------|----------|--------|----------|----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 5 Tenancy Fees | 3,180.00 | 3,077.20 | -102.80 | | | | -102.80 (-3%) |
| SUB TOTAL | 3,180.00 | 3,077.20 | -102.80 | | | | -102.80 (-3%) |

04 Income - Cemetery Fees

| Code Title | Receipts | | | Payments | | | Net Position |
|------------------|------------------|------------------|-------------------|----------|--------|----------|--------------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 7 Burials | 39,220.00 | 15,721.50 | -23,498.50 | | | | -23,498.50 (-59%) |
| 9 Memorials | 7,000.00 | 3,660.00 | -3,340.00 | | | | -3,340.00 (-47%) |
| SUB TOTAL | 46,220.00 | 19,381.50 | -26,838.50 | | | | -26,838.50 (-58%) |

05 Income - Sports Fees

| Code Title | Receipts | | | Payments | | | Net Position |
|------------------|------------------|-----------------|------------------|----------|--------|----------|-------------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 11 Football | 5,767.00 | 3,791.50 | -1,975.50 | | | | -1,975.50 (-34%) |
| 13 Rugby | 1,400.00 | 350.00 | -1,050.00 | | | | -1,050.00 (-75%) |
| 15 Cricket | 1,399.00 | 1,200.75 | -198.25 | | | | -198.25 (-14%) |
| 17 Bowls | 6,000.00 | 4,200.00 | -1,800.00 | | | | -1,800.00 (-30%) |
| 18 Other Sports | | | | | | | (N/A) |
| SUB TOTAL | 14,566.00 | 9,542.25 | -5,023.75 | | | | -5,023.75 (-34%) |

06 Income - Bank Interest

| Code Title | Receipts | | | Payments | | | Net Position |
|------------------|-----------|----------|------------|----------|--------|----------|----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 19 Bank Interest | 20,000.00 | 8,314.52 | -11,685.48 | | | | -11,685.48 (-58%) |

Burbage Parish Council

4 September 2024 (2024-2025)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2024 and 31/08/2024)

| | | | | | | | |
|------------------|------------------|-----------------|-------------------|--|--|--|--------------------------|
| SUB TOTAL | 20,000.00 | 8,314.52 | -11,685.48 | | | | -11,685.48 (-58%) |
|------------------|------------------|-----------------|-------------------|--|--|--|--------------------------|

07 Income - Developer Contrib

| Code Title | Receipts | | | Payments | | | Net Position |
|---------------------|----------|------------------|------------------|----------|--------|----------|------------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 23 S106 Provision | | 44,271.26 | 44,271.26 | | | | 44,271.26 (N/A) |
| 24 S106 Maintenance | | | | | | | (N/A) |
| SUB TOTAL | | 44,271.26 | 44,271.26 | | | | 44,271.26 (N/A) |

08 Income - Grants & Donator

| Code Title | Receipts | | | Payments | | | Net Position |
|-------------------------------------|----------|------------------|------------------|----------|-----------------|------------------|------------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 27 War Memorial Grant | | | | | | | (N/A) |
| 28 Parish & Community Initiative Fu | | | | | | | (N/A) |
| 29 Misc Donation | | 25,218.50 | 25,218.50 | | 1,945.00 | -1,945.00 | 23,273.50 (N/A) |
| 30 Developing Communities Fund | | | | | | | (N/A) |
| 31 NDP Grants | | | | | | | (N/A) |
| 32 EIP Grant | | | | | | | (N/A) |
| SUB TOTAL | | 25,218.50 | 25,218.50 | | 1,945.00 | -1,945.00 | 23,273.50 (N/A) |

09 Income - Other Income

| Code Title | Receipts | | | Payments | | | Net Position |
|----------------------------|---------------|---------------|---------------|----------|--------|----------|----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 33 Access/Ground Rent | 127.00 | | -127.00 | | | | -127.00 (-100%) |
| 35 Traders Christmas Trees | | | | | | | (N/A) |
| 41 Insurance Settlement | | | | | | | (N/A) |
| 42 Kings Coronation | | | | | | | (N/A) |
| 43 Misc Income | | 678.67 | 678.67 | | | | 678.67 (N/A) |
| SUB TOTAL | 127.00 | 678.67 | 551.67 | | | | 551.67 (434%) |

10 Income - Borrowing

| Code Title | Receipts | | | Payments | | | Net Position |
|------------------|----------|--------|----------|----------|--------|----------|----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 21 Borrowing | | | | | | | (N/A) |
| SUB TOTAL | | | | | | | (N/A) |

12 Deposits Held

| Code Title | Receipts | | | Payments | | | Net Position |
|---------------------------|----------|--------|----------|----------|--------|----------|----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 61 Allotments | | 700.00 | 700.00 | 5,860.60 | 250.00 | 5,610.60 | 6,310.60 (107%) |
| 63 Football/Rugby/Cricket | | 50.00 | 50.00 | 1,200.00 | | 1,200.00 | 1,250.00 (104%) |
| 65 Bowls Club | | | | 50.00 | | 50.00 | 50.00 (100%) |

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2024 and 31/08/2024)

| | | | | | | |
|--------------------|-----------------|-----------------|-----------------|-----------------|-----------------|------------------------|
| 67 Millennium Hall | 1,650.00 | 1,650.00 | 1,244.25 | 1,450.00 | -205.75 | 1,444.25 (116%) |
| SUB TOTAL | 2,400.00 | 2,400.00 | 8,354.85 | 1,700.00 | 6,654.85 | 9,054.85 (108%) |

13 Expenditure - Grounds & A

| Code Title | Receipts | | | Payments | | | Net Position |
|--------------------------------|----------|--------|----------|------------------|------------------|------------------|------------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 71 Ground Rents | | | | 750.00 | | 750.00 | 750.00 (100%) |
| 73 Maintenance | | | | 25,000.00 | 8,448.11 | 16,551.89 | 16,551.89 (66%) |
| 74 Allotment Award | | | | 150.00 | 20.00 | 130.00 | 130.00 (86%) |
| 75 Water Supply | | | | 100.00 | | 100.00 | 100.00 (100%) |
| 76 Football Toilets | | | | 5,307.00 | 920.00 | 4,387.00 | 4,387.00 (82%) |
| 77 Litter Collection & Bins | | | | 18,444.00 | 6,590.60 | 11,853.40 | 11,853.40 (64%) |
| 79 Waste Disposal | | | | 1,272.00 | 478.68 | 793.32 | 793.32 (62%) |
| 83 Street Lighting | | | | 742.00 | | 742.00 | 742.00 (100%) |
| 85 Tree Conservation | | | | 8,000.00 | 1,545.00 | 6,455.00 | 6,455.00 (80%) |
| 87 Tools & Tool Maintenance | | | | 5,300.00 | 1,023.44 | 4,276.56 | 4,276.56 (80%) |
| 89 Grounds Maintenance Vehicle | | | | 1,166.00 | 335.00 | 831.00 | 831.00 (71%) |
| 91 Leased Equipment | | | | 21,200.00 | 18,910.76 | 2,289.24 | 2,289.24 (10%) |
| 93 Fuel & Phone | | | | 7,950.00 | 2,818.73 | 5,131.27 | 5,131.27 (64%) |
| 99 Benches - Memorial & New | | | | 1,590.00 | | 1,590.00 | 1,590.00 (100%) |
| SUB TOTAL | | | | 96,971.00 | 41,090.32 | 55,880.68 | 55,880.68 (57%) |

14 Expenditure - Play Equipme

| Code Title | Receipts | | | Payments | | | Net Position |
|---------------------------|----------|--------|----------|-----------------|---------------|-----------------|-----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 103 Engineers Inspections | | | | 1,000.00 | 942.00 | 58.00 | 58.00 (5%) |
| 105 Maintenance | | | | 4,000.00 | | 4,000.00 | 4,000.00 (100%) |
| 109 New Equipment | | | | | | | (N/A) |
| SUB TOTAL | | | | 5,000.00 | 942.00 | 4,058.00 | 4,058.00 (81%) |

15 Expenditure - Cemeteries &

| Code Title | Receipts | | | Payments | | | Net Position |
|--------------------------------|----------|--------|----------|------------------|-----------------|------------------|------------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 111 Maintenance | | | | 20,000.00 | 7,479.46 | 12,520.54 | 12,520.54 (62%) |
| 113 Water Supply & Septic Tank | | | | 1,750.00 | 357.23 | 1,392.77 | 1,392.77 (79%) |
| 115 Electricity Supply | | | | 775.00 | 247.13 | 527.87 | 527.87 (68%) |
| 117 Development & Landscaping | | | | | | | (N/A) |
| SUB TOTAL | | | | 22,525.00 | 8,083.82 | 14,441.18 | 14,441.18 (64%) |

16 Expenditure - Community E

| Code Title | Receipts | | | Payments | | | Net Position |
|------------------------------------|----------|--------|----------|----------|----------|----------|----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 125 Christmas Lights & Festivities | | | | 3,000.00 | 245.37 | 2,754.63 | 2,754.63 (91%) |
| 127 Hanging Baskets | | | | 4,500.00 | 2,988.91 | 1,511.09 | 1,511.09 (33%) |

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2024 and 31/08/2024)

| | | | | | | |
|--------------------|---------------|---------------|------------------|-----------------|-----------------|-----------------------|
| 128 Defibrillators | 608.00 | 608.00 | 800.00 | 1,422.98 | -622.98 | -14.98 (-1%) |
| 130 Remembrance | | | 2,120.00 | 670.83 | 1,449.17 | 1,449.17 (68%) |
| 131 Summer Sports | | | 1,750.00 | | 1,750.00 | 1,750.00 (100%) |
| SUB TOTAL | 608.00 | 608.00 | 12,170.00 | 5,328.09 | 6,841.91 | 7,449.91 (61%) |

17 Expenditure - Donations

| Code Title | Receipts | | | Payments | | | Net Position |
|------------------------|----------|--------|----------|-----------------|-----------------|-----------------|-----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 145 Grants & Donations | | | | 5,000.00 | 2,200.00 | 2,800.00 | 2,800.00 (56%) |
| SUB TOTAL | | | | 5,000.00 | 2,200.00 | 2,800.00 | 2,800.00 (56%) |

18 Expenditure - Administratic

| Code Title | Receipts | | | Payments | | | Net Position |
|----------------------------|----------|--------|----------|------------------|------------------|------------------|------------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 151 Professional Fees | | | | 6,784.00 | 2,007.00 | 4,777.00 | 4,777.00 (70%) |
| 153 Subscriptions | | | | 3,500.00 | 2,367.02 | 1,132.98 | 1,132.98 (32%) |
| 155 Election Costs | | | | | | | (N/A) |
| 157 Training | | | | 2,862.00 | | 2,862.00 | 2,862.00 (100%) |
| 159 IT Systems & Software | | | | 7,208.00 | 4,745.21 | 2,462.79 | 2,462.79 (34%) |
| 161 Printing & Advertising | | | | 5,088.00 | 2,235.00 | 2,853.00 | 2,853.00 (56%) |
| 163 Chairman's Expenses | | | | 424.00 | 34.66 | 389.34 | 389.34 (91%) |
| 165 Members Expenses | | | | 212.00 | | 212.00 | 212.00 (100%) |
| 167 Travel Expenses | | | | 100.00 | | 100.00 | 100.00 (100%) |
| 168 Volunteer Expenses | | | | 100.00 | | 100.00 | 100.00 (100%) |
| 169 Telephone | | | | 1,590.00 | 511.05 | 1,078.95 | 1,078.95 (67%) |
| 171 Stationery & Postage | | | | 1,484.00 | 402.94 | 1,081.06 | 1,081.06 (72%) |
| 172 Office Furniture | | | | 350.00 | 246.20 | 103.80 | 103.80 (29%) |
| 175 Photocopier | | | | 901.00 | 456.33 | 444.67 | 444.67 (49%) |
| 177 Bank Charges | | | | 375.00 | 100.18 | 274.82 | 274.82 (73%) |
| 263 Community Engagement | | | | 1,060.00 | | 1,060.00 | 1,060.00 (100%) |
| SUB TOTAL | | | | 32,038.00 | 13,105.59 | 18,932.41 | 18,932.41 (59%) |

19 Expenditure - Insurance

| Code Title | Receipts | | | Payments | | | Net Position |
|---------------------|----------|---------------|---------------|------------------|-----------------|-----------------|-----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 181 Insurance Cover | | 500.84 | 500.84 | 14,310.00 | 5,197.15 | 9,112.85 | 9,613.69 (67%) |
| SUB TOTAL | | 500.84 | 500.84 | 14,310.00 | 5,197.15 | 9,112.85 | 9,613.69 (67%) |

20 Expenditure - Millennium H

| Code Title | Receipts | | | Payments | | | Net Position |
|------------------------|----------|--------|----------|-----------|----------|----------|----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 193 Maintenance | | | | 6,000.00 | 2,449.20 | 3,550.80 | 3,550.80 (59%) |
| 195 Water Supply | | | | 3,710.00 | 1,410.48 | 2,299.52 | 2,299.52 (61%) |
| 197 Electricity Supply | | | | 11,550.00 | 3,856.12 | 7,693.88 | 7,693.88 (66%) |

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2024 and 31/08/2024)

| | | | | |
|--------------------|------------------|------------------|------------------|------------------------|
| 199 Gas Supply | 5,512.00 | 2,286.73 | 3,225.27 | 3,225.27 (58%) |
| 201 Business Rates | 1,060.00 | 519.58 | 540.42 | 540.42 (50%) |
| SUB TOTAL | 27,832.00 | 10,522.11 | 17,309.89 | 17,309.89 (62%) |

21 Expenditure - Bowls Pavilic

| Code Title | Receipts | | | Payments | | | Net Position |
|------------------------|----------|--------|----------|-----------------|---------------|-----------------|-----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 207 Maintenance | | | | 1,060.00 | 178.01 | 881.99 | 881.99 (83%) |
| 209 Water Supply | | | | 300.00 | | 300.00 | 300.00 (100%) |
| 211 Electricity Supply | | | | 630.00 | 243.85 | 386.15 | 386.15 (61%) |
| 213 Business Rates | | | | 1,200.00 | 465.63 | 734.37 | 734.37 (61%) |
| SUB TOTAL | | | | 3,190.00 | 887.49 | 2,302.51 | 2,302.51 (72%) |

22 Expenditure - Hinckley Roa

| Code Title | Receipts | | | Payments | | | Net Position |
|------------------------|----------|--------|----------|-----------------|-----------------|-----------------|-----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 217 Maintenance | | | | 1,500.00 | 855.80 | 644.20 | 644.20 (42%) |
| 219 Water Supply | | | | 636.00 | 206.45 | 429.55 | 429.55 (67%) |
| 221 Electricity Supply | | | | 1,000.00 | 424.17 | 575.83 | 575.83 (57%) |
| SUB TOTAL | | | | 3,136.00 | 1,486.42 | 1,649.58 | 1,649.58 (52%) |

23 Expenditure - Britannia Pav

| Code Title | Receipts | | | Payments | | | Net Position |
|--------------------------------|----------|--------|----------|-----------------|-----------------|-----------------|-----------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 203 Maintenance | | | | 3,000.00 | 975.00 | 2,025.00 | 2,025.00 (67%) |
| 204 Water Supply & Septic Tank | | | | | | | (N/A) |
| 205 Electricity Supply | | | | 4,500.00 | 1,328.74 | 3,171.26 | 3,171.26 (70%) |
| 206 Business Rates | | | | | | | (N/A) |
| SUB TOTAL | | | | 7,500.00 | 2,303.74 | 5,196.26 | 5,196.26 (69%) |

24 Expenditure - Staffing

| Code Title | Receipts | | | Payments | | | Net Position |
|---------------------------------|----------|--------|----------|-------------------|-------------------|-------------------|-------------------------|
| | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 227 Management & Administration | | | | 124,000.00 | 48,437.79 | 75,562.21 | 75,562.21 (60%) |
| 229 Grounds Maintenance | | | | 71,000.00 | 28,245.03 | 42,754.97 | 42,754.97 (60%) |
| 231 Caretaking/Cleaning | | | | 30,000.00 | 10,626.68 | 19,373.32 | 19,373.32 (64%) |
| 233 Tax & NI | | | | 71,000.00 | 25,593.95 | 45,406.05 | 45,406.05 (63%) |
| 235 Pensions | | | | 16,500.00 | 6,510.87 | 9,989.13 | 9,989.13 (60%) |
| SUB TOTAL | | | | 312,500.00 | 119,414.32 | 193,085.68 | 193,085.68 (61%) |

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2024 and 31/08/2024)

25 Expenditure- Neighbourhood

| Code | Title | Receipts | | | Payments | | | Net Position |
|------------------|--------------------------|----------|--------|----------|-----------------|---------------|-----------------|-----------------------|
| | | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 249 | Planning Consultant Fees | | | | 3,000.00 | | 3,000.00 | 3,000.00 (100%) |
| 251 | Consultation Events | | | | | | | (N/A) |
| 253 | Printing & Advertising | | | | | | | (N/A) |
| 255 | Website Costs | | | | | 105.00 | -105.00 | -105.00 (N/A) |
| 256 | Support Services | | | | | | | (N/A) |
| 257 | Training & Travel | | | | | | | (N/A) |
| SUB TOTAL | | | | | 3,000.00 | 105.00 | 2,895.00 | 2,895.00 (96%) |

26 Expenditure - Borrowing

| Code | Title | Receipts | | | Payments | | | Net Position |
|------------------|-------------------------|----------|--------|----------|------------------|-----------------|------------------|------------------------|
| | | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 187 | Public Works Loan Board | | | | 28,601.71 | 6,376.59 | 22,225.12 | 22,225.12 (77%) |
| SUB TOTAL | | | | | 28,601.71 | 6,376.59 | 22,225.12 | 22,225.12 (77%) |

27 Reserves - Contingency

| Code | Title | Receipts | | | Payments | | | Net Position |
|------------------|-------------|----------|--------|----------|------------------|--------|------------------|-------------------------|
| | | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 248 | Contingency | | | | 34,300.00 | | 34,300.00 | 34,300.00 (100%) |
| SUB TOTAL | | | | | 34,300.00 | | 34,300.00 | 34,300.00 (100%) |

28 Reserves - Reserve & Earm

| Code | Title | Receipts | | | Payments | | | Net Position |
|------|-------------------------------------|----------|--------|----------|------------|-----------|------------|----------------------|
| | | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 239 | Capital | | | | 63,500.00 | | 63,500.00 | 63,500.00 (100%) |
| 240 | General | | | | 153,678.05 | | 153,678.05 | 153,678.05 (100%) |
| 244 | Open Spaces Development | | | | 33,095.75 | | 33,095.75 | 33,095.75 (100%) |
| 245 | Grounds - Plant & Machinery | | | | 10,164.66 | 375.00 | 9,789.66 | 9,789.66 (96%) |
| 246 | New Projects | | | | 41,823.16 | 10,000.00 | 31,823.16 | 31,823.16 (76%) |
| 259 | Horsepool Improvements | | | | 3,914.95 | | 3,914.95 | 3,914.95 (100%) |
| 260 | Grounds Workshop Improvement | | | | 1,129.61 | 205.00 | 924.61 | 924.61 (81%) |
| 269 | S106 Maintenance | | | | 256,269.36 | | 256,269.36 | 256,269.36 (100%) |
| 274 | LCC Treescape Fund | | | | 6,672.44 | | 6,672.44 | 6,672.44 (100%) |
| 276 | Cemetery Extension Development | | | | 30,000.00 | | 30,000.00 | 30,000.00 (100%) |
| 277 | Election Reserve | | | | 10,000.00 | | 10,000.00 | 10,000.00 (100%) |
| 278 | Planning Consultants - Rail Freight | | | | 10,000.00 | | 10,000.00 | 10,000.00 (100%) |
| 280 | Land Acquisition | | | | 50,000.00 | | 50,000.00 | 50,000.00 (100%) |
| 281 | Asset Management | | | | 10,000.00 | | 10,000.00 | 10,000.00 (100%) |
| 283 | Pavilion Enhancements | | | | 35,000.00 | | 35,000.00 | 35,000.00 (100%) |
| 286 | Community Orchard Project | | | | 500.00 | | 500.00 | 500.00 (100%) |
| 287 | Millennium Hall Improvement Project | | | | 4,660.01 | | 4,660.01 | 4,660.01 (100%) |
| 288 | Woodland Ashes Area Project | | | | 1,871.40 | 900.00 | 971.40 | 971.40 (51%) |
| 293 | Millennium Hall Audio Project | | | | 27,000.00 | 22,281.00 | 4,719.00 | 4,719.00 (17%) |

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2024 and 31/08/2024)

| | | | | |
|------------------------------------|---------------------|-------------------|-------------------|-------------------------|
| 294 Grass Pitch Improvement Projec | 24,191.17 | 17,055.17 | 7,136.00 | 7,136.00 (29%) |
| 295 Play Equipment Improvements F | 10,741.96 | 9,087.00 | 1,654.96 | 1,654.96 (15%) |
| 296 Hinckley Road Drainage Works | 8,000.00 | 6,800.00 | 1,200.00 | 1,200.00 (15%) |
| 297 Rugby Road Park Improvements | 90,838.26 | 47,147.46 | 43,690.80 | 43,690.80 (48%) |
| 298 Outdoor Sport Development | 90,000.00 | | 90,000.00 | 90,000.00 (100%) |
| 299 Car Park Improvements | 30,000.00 | | 30,000.00 | 30,000.00 (100%) |
| 300 Far Lash Project | 4,000.00 | | 4,000.00 | 4,000.00 (100%) |
| 301 Community Equipment Project | 2,830.50 | 2,798.47 | 32.03 | 32.03 (1%) |
| 302 Speed Signs Reserve | 3,000.00 | | 3,000.00 | 3,000.00 (100%) |
| 303 Hinckley Park Grant Fund | 1,500.00 | | 1,500.00 | 1,500.00 (100%) |
| SUB TOTAL | 1,014,381.28 | 116,649.10 | 897,732.18 | 897,732.18 (88%) |

Summary

| | | | | | | | |
|--------------------|-------------------|-------------------|--------------------|---------------------|-------------------|---------------------|---------------------------|
| NET TOTAL | 603,801.03 | 372,794.36 | -231,006.67 | 1,630,809.84 | 337,530.07 | 1,293,279.77 | 1,062,273.10 (47%) |
| V.A.T. | | 24,924.21 | | | 34,650.42 | | |
| GROSS TOTAL | | 397,718.57 | | | 372,180.49 | | |

Burbage Parish Council

Prepared by [REDACTED] DPO
Name and Role (Clerk/RFO etc)

Date: 04/09/2024

Approved by [REDACTED]
Name and Role (RFO/Chair of Finance etc)

Date: 04/09/2024

| | | | |
|----------|---|------------|---------------------|
| | Bank Reconciliation at 31/08/2024 | | |
| | Cash in Hand 01/04/2024 | | 1,038,283.54 |
| | ADD Receipts 01/04/2024 - 31/08/2024 | | 397,718.57 |
| | | | 1,436,002.11 |
| | SUBTRACT Payments 01/04/2024 - 31/08/2024 | | 372,180.49 |
| A | Cash in Hand 31/08/2024 (per Cash Book) | | 1,063,821.62 |
| | Cash in hand per Bank Statements | | |
| | Petty Cash 31/08/2024 | 5.13 | |
| | Current Account - Lloyds 31/08/2024 | 11,941.66 | |
| | Deposit Account - Lloyds 31/08/2024 | 643,952.53 | |
| | 32 Day Notice Account - Lloyds 31/08/2024 | 409,239.83 | |
| | | | 1,065,139.15 |
| | Less unrepresented payments | | 1,317.53 |
| | | | 1,063,821.62 |
| | Plus unrepresented receipts | | |
| B | Adjusted Bank Balance | | 1,063,821.62 |
| | A = B Checks out OK | | |

Petty cash @ 31/8/24

Burbage Parish Council

Transactions for Petty Cash

| Voucher | Date | Chq/Rec No. | Description | Supplier | Total | Balance | Cashed date |
|---------|------|-------------|------------------|----------|-------|---------|-------------|
| | | | STARTING BALANCE | | | 5.13 | |
| | | | | | | 5.13 | |
| | | | CLOSING BALANCE | | | 5.13 | |

Current A/c @ 31/8/24

4 September 2024 (2024-2025)

Burbage Parish Council
RECONCILIATION - Current Account - Lloyds 31-08-2024

| | |
|---|-------------------|
| From Accounts | £10,624.13 |
| Payments not cashed Add | £1,317.53 |
| Receipts not entered Subtract | |
| <hr/> | |
| Statement should be | £11,941.66 |

| Date | Payment Type | Details | Paid In (£) | Paid Out (£) | Balance (£) |
|------------------|--------------|---|------------------|------------------|------------------|
| 30 Aug 24 | FPO | [REDACTED] | | 1,209.40 | 44,453.25 |
| 30 Aug 24 | FPO | [REDACTED] | | 2,387.02 | 42,066.23 |
| 30 Aug 24 | FPO | [REDACTED] | | 1,944.66 | 40,121.57 |
| 30 Aug 24 | FPO | [REDACTED] | | 3,119.25 | 37,002.32 |
| 30 Aug 24 | FPO | [REDACTED] | | 1,952.22 | 35,050.10 |
| 30 Aug 24 | FPO | WATER PLUS 600000001413435786 INV06633699 010917 10 30AUG24 16:34 | | 8.02 | 35,042.08 |
| 30 Aug 24 | FPO | LEICESTER CITY FOO 100000001404505075 A/C BUR008 204937 10 30AUG24 16:34 | | 20,324.20 | 14,717.88 |
| 30 Aug 24 | FPO | SLCC 300000001417113947 MEM250513-1 608301 10 30AUG24 16:34 | | 343.00 | 14,374.88 |
| 30 Aug 24 | FPO | LOCAL ROCK LTD 500000001413751713 33450 050465 10 30AUG24 16:34 | | 447.00 | 13,927.88 |
| 30 Aug 24 | FPO | SMITH GRAYSON LTD 300000001417113976 14395 050560 10 30AUG24 16:34 | | 1,106.70 | 12,821.18 |
| 30 Aug 24 | FPO | SUPERGRASS LTD 500000001413751762 2053 772237 10 30AUG24 16:34 | | 720.26 | 12,100.92 |
| 30 Aug 24 | FPO | MIKE B'S SECURITY 400000001418534523 ACCOUNT - B0374 120926 10 30AUG24 16:34 | | 57.60 | 12,043.32 |
| 30 Aug 24 | FPO | [REDACTED] | | 94.66 | 11,948.66 |
| 30 Aug 24 | PAY | SERVICE CHARGES REF : 434918341 | | 7.00 | 11,941.66 |
| 02 Sep 24 | BGC | BE CUSTOMER REFUND 8700172806 SSE REF | 30.15 | | 11,971.81 |
| 02 Sep 24 | DD | HINCKLEY & BOSWOR 101324876 | | 94.00 | 11,877.81 |
| 02 Sep 24 | DD | HINCKLEY & BOSWOR 101182458 | | 104.00 | 11,773.81 |
| 02 Sep 24 | FPI | DAVIS AMIE LITTLE PUMPKINS FP24246008170391 070436 10 02SEP24 06:51 | 123.75 | | 11,897.56 |
| 02 Sep 24 | FPI | THE CONFIDENCE ACA TERESA DRAMA HIRE PIEW8USCQFT5TFJHSN 040004 10 02SEP24 09:23 | 326.13 | | 12,223.69 |
| 02 Sep 24 | FPI | S.D.BULLION GEN/318 719622817590209001 401520 10 02SEP24 09:57 | 118.00 | | 12,341.69 |
| 02 Sep 24 | FPI | H GREENWAY GREENWAY HALL HIRE 500000001415509993 309998 10 02SEP24 11:08 | 108.00 | | 12,449.69 |
| 02 Sep 24 | | STATEMENT CLOSING BALANCE | 48,435.53 | 46,095.92 | 12,449.69 |

The "Details" column in your statement shows the date that a Debit Card payment went into or came out of your account only if that happened on a weekend or a Bank Holiday.

Payment types:

FPI - Faster Payment
FPO - Faster Payment

BP - Bill Payment
PAY - Payment

BGC - Bank Giro Credit
DD - Direct Debit

TFR - Transfer

Deposit A/C @ 31/8/24

4 September 2024 (2024-2025)

Burbage Parish Council
RECONCILIATION - Deposit Account - Lloyds 31-08-2024

From Accounts £643,952.53

Payments not cashed Add
Receipts not entered Subtract

Statement should be £643,952.53



BB INST ONLINE Statement

Printed: 04 September 2024

Burbage Parish Council

Burbage Millennium Hall
 Britannia Road
 Burbage
 Hinckley
 United Kingdom
 LE10 2HF

The data shown on your statement was correct at the time of printing. Please remember, this isn't an official bank copy.

Please check your statement. If you think that something looks incorrect, please call us on 0345 072 5555 Monday to Friday, 7:00am - 8:00pm; Saturday, 9:00am - 2:00pm (+44 (0) 1733 347 338, from outside the UK). Or Textphone 0345 601 6909.

| Date | Description | Type | In (£) | Out (£) | Balance (£) |
|-----------|------------------------------------|------|-----------|----------|-------------|
| 03 Sep 24 | BURBAGE PARISH COU 309890 15525368 | TFR | 230000.00 | | 873952.53 |
| 30 Aug 24 | BURBAGE PARISH COU 309890 15525368 | TFR | | 46000.00 | 643952.53 |
| 19 Aug 24 | BURBAGE PARISH COU 309890 15525368 | TFR | | 10000.00 | 689952.53 |
| 09 Aug 24 | INTEREST (GROSS) | | 759.67 | | 699952.53 |
| 08 Aug 24 | BURBAGE PARISH COU 309890 15525368 | TFR | | 10000.00 | 699192.86 |
| 05 Aug 24 | BURBAGE PARISH COU 309890 15525368 | TFR | | 5000.00 | 709192.86 |
| 09 Jul 24 | INTEREST (GROSS) | | 762.53 | | 714192.86 |
| 28 Jun 24 | BURBAGE PARISH COU 309890 15525368 | TFR | | 40000.00 | 713430.33 |
| 13 Jun 24 | BURBAGE PARISH COU 309890 15525368 | TFR | | 20000.00 | 753430.33 |
| 10 Jun 24 | INTEREST (GROSS) | | 896.86 | | 773430.33 |
| 30 May 24 | BURBAGE PARISH COU 309890 15525368 | TFR | | 20000.00 | 772533.47 |
| 16 May 24 | BURBAGE PARISH COU 309890 15525368 | TFR | | 10000.00 | 792533.47 |
| 09 May 24 | INTEREST (GROSS) | | 888.07 | | 802533.47 |
| 30 Apr 24 | BURBAGE PARISH COU 309890 15525368 | TFR | | 25000.00 | 801645.40 |
| 24 Apr 24 | BURBAGE PARISH COU 309890 15525368 | TFR | | 15000.00 | 826645.40 |
| 17 Apr 24 | BURBAGE PARISH COU 309890 15525368 | TFR | | 25000.00 | 841645.40 |
| 09 Apr 24 | INTEREST (GROSS) | | 669.35 | | 866645.40 |
| 08 Apr 24 | BURBAGE PARISH COU 309890 15525368 | TFR | 240000.00 | | 865976.05 |
| 28 Mar 24 | BURBAGE PARISH COU 309890 15525368 | TFR | | 10000.00 | 625976.05 |
| 11 Mar 24 | INTEREST (GROSS) | | 740.90 | | 635976.05 |
| 08 Mar 24 | BURBAGE PARISH COU 309890 15525368 | TFR | | 20000.00 | 635235.15 |
| 29 Feb 24 | BURBAGE PARISH COU 309890 15525368 | TFR | | 30000.00 | 655235.15 |
| 09 Feb 24 | INTEREST (GROSS) | | 769.97 | | 685235.15 |

32 day notice A/C @ 31/8/24

4 September 2024 (2024-2025)

Burbage Parish Council
RECONCILIATION - 32 Day Notice Account - Lloyds 31-08-2024

| | |
|---|--------------------|
| From Accounts | £409,239.83 |
| Payments not cashed Add | |
| Receipts not entered Subtract | |
| <hr/> | |
| Statement should be | £409,239.83 |



COMMERCIAL BANKING

PRIVATE & CONFIDENTIAL

Burbage Parish Council
Burbage Millennium Hall
Britannia Road
Burbage
Hinckley
LE10 2HF

Lloyds Bank plc
1st Floor (East)
10 Gresham Street
London, EC2V 7AE
Tel: 0345 305 5555
E-mail: lloydstreasury@lloydsbanking.com

DEPOSIT ACCOUNT STATEMENT

From 31/07/2024 to 30/08/2024

1 September 2024

Account: 32 Day Notice Short Identification: BRBGPRSH00
Account Identification: BRBGPRSH00 Statement: 11
Gross Interest Rate on 30/08/2024: 2.5%* Interest Payment Frequency: Daily
Currency: GBP Statement Frequency: Monthly

£839.98

Page 1 of 2

Table with columns: Entry Date, Value Date, Description, Transaction Reference, Entries, Balance. Rows include interest payments from 31-Jul-24 to 22-Aug-24.

Eligible deposits with us are protected by the Financial Services Compensation Scheme (FSCS). We are covered by the Financial Ombudsman Service (FOS). Please note that due to FSCS and FOS eligibility criteria not all business customers will be covered. Lloyds Bank plc. Registered Office: 25 Gresham Street, London EC2V 7HN. Registered in England and Wales no. 2065. Telephone: 0207 626 1500. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority under registration number 119278.

| Entry Date | Value Date | Description | Transaction Reference | Entries | Balance |
|------------|-----------------|------------------|-----------------------|-----------|---------------|
| 23-Aug-24 | 27-Aug-24 | Interest Payment | | 112.07 CR | 409,155.75 CR |
| 27-Aug-24 | 28-Aug-24 | Interest Payment | | 28.02 CR | 409,183.77 CR |
| 28-Aug-24 | 29-Aug-24 | Interest Payment | | 28.03 CR | 409,211.80 CR |
| 29-Aug-24 | 30-Aug-24 | Interest Payment | | 28.03 CR | 409,239.83 CR |
| 30-Aug-24 | CLOSING BALANCE | | | | 409,239.83 CR |

* If your interest rate has changed within this statement period, a separate letter will have been sent to you with details of your new interest rate and when this became effective.

If you have any questions about this letter please call us on the relevant number below. We're available 8am to 5pm, Monday to Friday (apart from Bank Holidays).

Turnover up to GBP 25m: 0345 305 5555
 Turnover GBP 25m to GBP 100m: 0345 300 5798
 Turnover GBP 100m+: 0345 601 3645

For further information about our savings products, please go to our website at:
www.lloydsbank.com/business/savings.html

Accounts and Deposits
 Cash Management and Payments

You can ask for a copy of this document in Braille, large print or audio by contacting your Lloyds Bank Representative. If you have a hearing or speech impairment you can use Relay UK. More information on the Relay UK Service can be found at: www.relayuk.bt.com/

Our service promise

If you experience a problem, we will always try to resolve it as quickly as possible. Please bring it to the attention of any member of staff. Our complaints procedures are published on our 'Help & Support pages' at: www.lloydsbank.com/business/help-and-support/account-management/make-a-complaint.html