

Membership from May 2024
Councillor Harvey (Chair)
Councillor Drummond (Vice)
Councillor Hood
Councillor Hulbert
Councillor McHugh
Councillor Perry
Councillor Winter
Councillor Yarrow

Members = 8
Quorum = 3



Newmarket

TOWN COUNCIL

The Memorial Hall, High Street, Newmarket, Suffolk CB8 8JP

You are hereby summoned to attend a meeting of the
FINANCE & POLICY COMMITTEE to be held at
Memorial Hall, High Street, Newmarket, CB8 8JP on
Monday 16th September 2024 at 7.15pm
*or following on from the Development and Planning
Committee meeting, whichever is later*

The meeting is held in public and the public are encouraged to attend and participate. Just occasionally matters such as contractual or staffing matters do have to be held in the confidential part of the meeting.

Members of the public and press may not orally report or comment about a meeting as it takes place if present at a meeting of the Council, but otherwise may:

- film, photograph or make an audio recording of the meeting;
- use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;
- Report or comment on the proceedings in writing, during or after a meeting or orally after the meeting.

The Council will where possible facilitate such recording unless it is being disruptive. It will also take steps to ensure that children, the vulnerable and members of the public who object to being filmed are protected without undermining the broader purpose of the meeting

- Chair to read** the fire safety notice and announce that this meeting is being recorded and to ask whether anyone else intends to record the meeting
- Apologies** – To receive and accept apologies for absence
- Declaration of interests**
 - Councillors are invited to raise any declarations of interest concerning items on the agenda
 - To consider any requests for dispensation
- Minutes of previous meeting held 15th July 2024**
 - To consider and adopt the minutes, as a true record of the proceedings
 - To consider any matters arising
- Public participation** – an invitation to members of the public to make representations to Councillors. Resolutions can only be made on items on the agenda
Rules of public participation: no person may speak for longer than 3 minutes in total. The maximum time permitted for this item is 15 minutes. This is the only opportunity during the meeting, for members of the public to address Councillors.
- Submission of schedules of payments for information** - To approve cashbooks 1-4 for months 4 and 5
- Bank statements** – To confirm that the bank statement balances & related bank reconciliations have been signed by the Chair of the Finance & Policy Committee
- Accounts** – To receive and note the Income & Expenditure for the Finance & Policy Committee for the previous month (month 5)
- Small Grants** – to consider any applications for small grant funding
 - Application by NEXUS CIC**
- Health, Safety and Facilities** – to receive a monthly report
- Policies** – to receive an update regarding the Policy Review Schedule and to review the following policies
 - Health & Safety Policy** – re-presented policy document for approval consideration
 - Data Protection/Privacy Policy and related information** – to review the Data Protection and Privacy Policy for the Town Council
- Correspondence**
- Date of next meeting **Monday 18th November 2024**

Signed  Cathy Whitaker, Town Clerk

Date 10th September 2024

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Item 4

Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Finance & Policy Committee
Held on Monday 15th July 2024 at the Memorial Hall 7:30pm

Attendance:

Councillor J Harvey (Chairman)
Councillor J McHugh

Councillor S Perry
Councillor P Winter

Also Present: C Whitaker (via Teams) and J Ashton – Minute Assistant.

Minute

F/24/07/1 Chairman to Read the Fire Safety Notice and Announce that Proceedings may be filmed or Recorded

The Chairman opened the meeting and announced that the Fire Safety Notice was not required and confirmed that proceedings were being recorded by the Minute Assistant.

F/24/07/2 Apologies for Absence

Apologies were received from Cllrs Drummond, Hood, Hulbert, and Yarrow.

F/24/07/3 Declaration of Member's Interests and to Remind Councillors of the Need to Keep up to Date their Register of Member's Interests and to Consider any Requests Received for Member's Dispensation

None noted. There were no requests for Member's Dispensation.

F/24/07/4 To Confirm the Minutes of the Meeting Held on 20th May 2024 and any Matters Arising

Members received the minutes of the Finance & Policy Committee meeting held on 20th May 2024 and the following was agreed:

F/24/07/4.01 Resolved

That the minutes of the Finance & Policy Committee meeting held on 20th May 2024 be adopted and signed as a true record by the Chairman of the Finance & Planning Committee.

Matters arising:

Page 3 - **F/24/065/13.03 Recommendation** – It was noted that Nexus had withdrawn their grant application.

F/24/07/5 Public Open Session

No members of the public were present.

F/24/07/6 Submission of Schedules of Payments for Information CB1 - CB4

Members reviewed CB1 - CB4 for months 2 and 3 (2024/2025) and the following was agreed:

F/24/07/6.01 Recommendation

That the ratification of the schedules of payments for the period 01/05/2024 – 30/05/2024 and 01/06/2024 – 30/06/2024 (Cash Book 1 - 4) be received and

Minutes of Finance & Policy Committee held on Monday 15th July 2024

Book Number 4 2024 - 2025

adopted.

F/24/07/7 To Confirm the Bank Statement Balances & Related Bank Reconciliation have been signed by the Chairman of F&P Committee

The Chairman of the Finance & Policy Committee confirmed scrutiny of the bank reconciliations relating to the end of 30/06/2024 (month 3) for the Town Council's Current, Petty Cash, Salaries and Barclaycard Cashbooks.

F/24/07/8 To Receive the Income and Expenditure

The Income and Expenditure reports for June 2024 were received and noted.

A concern was raised regarding the Leisure Services budget spend and Town Clerk gave reassurance and will circulate a detailed report.

F/24/07/9 Investment

New signatories for the CCLA Account were proposed and the following was agreed.

F/24/07/9.01 Recommendation

That the following signatories for the CCLA Account be approved:

C Whitaker – Town Clerk

P Winter – Mayor & current signatory on UTB accounts

J Harvey – Deputy Mayor & Chair of Finance & current signatory on UTB accounts

K Yarrow – Vice Chair of HR & current signatory on UTB account

F/24/07/10 Health and Safety

The monthly Health and Safety report was received and noted.

F/24/07/11 Policies

Health & Safety Policy – this is currently being reviewed and amended by the Town Clerk and Chair to reflect the organisation of NTC and will be circulated to all members of F&P for comments, the final version to be presented to full Council in August.

Data Protection/Privacy Policy and related information – this is currently being reviewed and amended by the Town Clerk and Chair and will be circulated to all members of F&P for comments, the final version to be presented to full Council in August.

F/24/07/12 Correspondence

None noted.

F/24/07/13 Date of Next Meeting

Monday 16th September 2024 at the Memorial Hall.

Meeting closed at 7:45pm

Signed _____ Date _____

Summary of Recommendations	Recommendation Wording
<u>F/24/07/6.01 Recommendation</u>	That the ratification of the schedules of payments for the period 01/05/2024 – 30/05/2024 and 01/06/2024 – 30/06/2024 (Cash Book 1 - 4) be received and adopted.
<u>F/24/07/9.01 Recommendation</u>	That the following signatories for the CCLA Account be approved: C Whitaker – Town Clerk P Winter – Mayor & current signatory on UTB accounts J Harvey – Deputy Mayor & Chair of Finance & current signatory on UTB accounts K Yarrow – Vice Chair of HR & current signatory on UTB account

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Date: 12/09/2024

Newmarket Town Council Current Year 24-25

Page: 1

Time: 09:48

Cashbook 1

User: CEW

Current Account

For Month No: 4

Receipts for Month 4

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		1,170,473.13					1,170,473.13	
bacs	Banked: 04/07/2024	96.00						
	Sales Recpts Page 2709	96.00	96.00		101			Sales Recpts Page 2709
bacs	Banked: 04/07/2024	156.00						
bacs	H. Fry	156.00		26.00	565		130.00	hdep.HFry.3/8/24
bacs	Banked: 04/07/2024	36.00						
	Sales Recpts Page 2711	36.00	36.00		101			Sales Recpts Page 2711
bacs	Banked: 04/07/2024	270.00						
	Sales Recpts Page 2712	270.00	270.00		101			Sales Recpts Page 2712
bacs	Banked: 04/07/2024	96.00						
bacs	Mati Services	96.00		16.00	565		80.00	hdep bkg 6/7/24 Mati SErVICES
bacs	Banked: 05/07/2024	69.00						
	Sales Recpts Page 2710	69.00	69.00		101			Sales Recpts Page 2710
bacs	Banked: 06/07/2024	156.00						
	Sales Recpts Page 2715	156.00	156.00		101			Sales Recpts Page 2715
bacs	Banked: 08/07/2024	240.00						
	Sales Recpts Page 2713	240.00	240.00		101			Sales Recpts Page 2713
bacs	Banked: 08/07/2024	72.00						
	Sales Recpts Page 2714	72.00	72.00		101			Sales Recpts Page 2714
bacs	Banked: 09/07/2024	11,867.71						
bacs	HMRC	11,867.71			105		11,867.71	VAT Q1 reimbursement
bacs	Banked: 09/07/2024	111.00						
bacs	Ertughru O&P	111.00		18.50	565		92.50	hdep.Hive bkg.12/7/24
bacs	Banked: 12/07/2024	5,796.00						
	Sales Recpts Page 2716	5,796.00	5,796.00		101			Sales Recpts Page 2716
bacs	Banked: 15/07/2024	131.25						
bacs	Care Consultancy Ltd	131.25		21.88	565		109.37	hdep/Care Consultancy/15/7/24
bacs	Banked: 16/07/2024	-500.00						
bacs	Jane Nnawowo	-500.00			565		-500.00	securitydepositrefund BAW
bacs	Banked: 17/07/2024	36.00						
	Sales Recpts Page 2717	36.00	36.00		101			Sales Recpts Page 2717
bacs	Banked: 18/07/2024	157.50						
	Sales Recpts Page 2718	157.50	157.50		101			Sales Recpts Page 2718
bacs	Banked: 23/07/2024	272.50						
bacs	Loungers UK Ltd	272.50		45.42	565		227.08	hdep/Loungers/23/7/24
bacs	Banked: 25/07/2024	36.00						
	Sales Recpts Page 2719	36.00	36.00		101			Sales Recpts Page 2719

Continued on Page 2

Receipts for Month 4			Nominal Ledger Analysis					
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
bacs	Banked: 26/07/2024	1,296.00						
	Sales Recpts Page 2720	1,296.00	1,296.00		101			Sales Recpts Page 2720
bacs	Banked: 29/07/2024	2,868.75						
	Sales Recpts Page 2721	2,868.75	2,868.75		101			Sales Recpts Page 2721
bacs	Banked: 29/07/2024	90.00						
bacs	Care Consultancy Ltd	90.00		15.00	565		75.00	hdep.CareConsultancyLtd/15/8
bacs	Banked: 29/07/2024	213.00						
bacs	KOR Communications	213.00		35.50	565		177.50	hdep/KorrComms/20/9/24
bacs	Banked: 30/07/2024	10.00						
bacs	AL Cooke	10.00		1.67	1059	302	8.33	2xXmas Craft Stalls/Cooke
bacs	Banked: 30/07/2024	460.80						
	Sales Recpts Page 2722	460.80	460.80		101			Sales Recpts Page 2722
bacs	Banked: 31/07/2024	171.00						
bacs	Vaccination UK Ltd	171.00		28.50	565		142.50	hdep/VaccinationUK/7/12/24
bacs	Banked: 31/07/2024	171.00						
bacs	Vaccination UK Ltd	171.00		28.50	565		142.50	hdep/VaccinationUK/2/11/24
Total Receipts for Month		24,379.51	11,590.05	236.97			12,552.49	
Cashbook Totals		1,194,852.64	11,590.05	236.97			1,183,025.62	

Payments for Month 4					Nominal Ledger Analysis				
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
28/06/2024	Unity School Partnership	BACS	1,000.00			4181	307	1,000.00	LEXLINK grant June24 visit
28/06/2024	Lumiere Aesthetics	SFGRANT	857.50			4073	101	857.50	shopgront grant/Lumiere
01/07/2024	Barclaycard Account	DDtransfer	735.58			208		735.58	May statement bal pmt
05/07/2024	Saxon Fire Ltd	42764	366.90	366.90		501			Fire Safety check MH & Cem
05/07/2024	Phillip Green	20724	120.00	120.00		501			Maintain & weekly winding June
05/07/2024	Caskade Music	28062024/1	100.00	100.00		501			Tea dance music
05/07/2024	Level Up Print Ltd	1471	276.00	276.00		501			Summer Ent.Banners
05/07/2024	Newmarket BID Ltd	inv-0014	144.00	144.00		501			First Aid Course-3 Staff mem
05/07/2024	House of Flags	S124600548	1,071.00	1,071.00		501			Flags
05/07/2024	N-CIS	11618	87.70	87.70		501			N-CIS Calls
05/07/2024	GeoXphere Ltd	42UC023-00	840.00	840.00		501			Mapping Software (per Year)
05/07/2024	Dorans Plumbing	2909	236.60	236.60		501			Cemetery Burst Mains
05/07/2024	Abbey Security Services Ltd	41218	1,106.88	1,106.88		501			Security Services June 24
05/07/2024	Abbey Security Services Ltd	41243	48.00	48.00		501			Call out June'24
05/07/2024	Cloudy IT	INV-D-0414	654.47	654.47		501			CloudyIT- July support
05/07/2024	N-CIS-correction	CORRECTION	-87.70		-14.62	4021	101	-73.08	correction to inc payment type
08/07/2024	British Gas	803412429/	44.95	44.95		501			Cem elec June 24
12/07/2024	N-CIS	CORRECTION	87.70		14.62	4021	101	73.08	repost-corr.to payment type
15/07/2024	Staff Salary Account	a/c topup	15,000.00			204		15,000.00	salary account topup
16/07/2024	Ark Farm Limited	21026/5150	1,056.00	1,056.00		501			Mobile Farm visit on July 25th
16/07/2024	Anglian Water Business Nationa	13748613/5	161.32	161.32		501			Pav water Apr-Jun 24
16/07/2024	Cloudy IT	03295/5152	144.94	144.94		501			Internet Lic March-April
16/07/2024	Level Up Print Ltd	1481	240.00	240.00		501			Business cards
16/07/2024	Cloudy IT	03579	1,634.05	1,634.05		501			March to May 24
16/07/2024	The Fun Firm	053	960.00	960.00		501			Total Wipeout 1st August
16/07/2024	The Fun Firm	054	1,080.00	1,080.00		501			Hire Assualt Course 15th Augus
16/07/2024	RPM Displays - Rich Pearson	0134	1,500.00	1,500.00		501			Bike Display Show Severals
19/07/2024	Anglian Water Business Nationa	13798236	95.65	95.65		501			Water bill Cem
19/07/2024	Anglian Water Business Nationa	13808110	20.24	20.24		501			Water bill Cem
19/07/2024	Newmarket Plant Hire Ltd	666243	480.00	480.00		501			10 Pedestrian Barriers
19/07/2024	Face It Face Painting	409	1,080.00	1,080.00		501			5166/Face painting three dates
19/07/2024	Total Gas and Power Ltd	346294701/	53.40	53.40		501			5165/Cem.Elec June 24
19/07/2024	Total Gas and Power Ltd	346293667	27.32	27.32		501			5164/B.Tutte Elec June24
19/07/2024	Total Gas and Power Ltd	346293777	42.04	42.04		501			5163/C.Tower Elec June24
19/07/2024	Total Gas and Power Ltd	346298936	85.31	85.31		501			Public Toilet Elec June 24
19/07/2024	Total Gas and Power Ltd	346294776	134.02	134.02		501			Pav.elec June 24
22/07/2024	Stellantis FS UK	BACS	575.23		95.87	4039	200	479.36	van lease installment
23/07/2024	Siemens Financial Services	BACS	645.36		107.56	4028	101	537.80	office printer 1/4-ly lease
23/07/2024	Loungers UK Limited	BACS	272.50		45.42	565		227.08	hdep/Loungers/23/7/24

Payments for Month 4				Nominal Ledger Analysis					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
23/07/2024	Loungers UK Ltd/correction	BACS	-272.50		-45.42	565		-227.08	Loungers UK Ltd/correction
29/07/2024	Barclaycard Account	June bcard	2,218.04			208		2,218.04	June24 bcard statement payment
30/07/2024	British Gas	603922137	33.10	33.10		501			elec.cem.June/July24
Total Payments for Month			34,955.60	13,923.89	203.43			20,828.28	
Balance Carried Fwd			1,159,897.04						
Cashbook Totals			1,194,852.64	13,923.89	203.43			1,180,725.32	

Receipts for Month 4				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	150.00					150.00	
	Banked:	0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		<u>150.00</u>	<u>0.00</u>	<u>0.00</u>			<u>150.00</u>	

Payments for Month 4				Nominal Ledger Analysis					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
			0.00						
Total Payments for Month			0.00	0.00	0.00	0.00			
Balance Carried Fwd			150.00						
Cashbook Totals			150.00	0.00	0.00	150.00			

Receipts for Month 4				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	13,699.60					13,699.60	
	Banked: 15/07/2024	15,000.00						
a/c topup	Current Account	15,000.00			201		15,000.00	salary account topup
Total Receipts for Month		15,000.00	0.00	0.00			15,000.00	
Cashbook Totals		<u>28,699.60</u>	<u>0.00</u>	<u>0.00</u>			<u>28,699.60</u>	

Payments for Month 4				Nominal Ledger Analysis					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
31/07/2024	People's Pension M4	DD WPP M4	823.99			514		823.99	People's Pension M4
31/07/2024	HMRC M4	1108662504	3,764.19			515		3,764.19	HMRC M4
31/07/2024	Net Salaries M4	NETSAL M4	11,486.34			516		11,486.34	Net Salaries M4
Total Payments for Month			16,074.52	0.00	0.00			16,074.52	
Balance Carried Fwd			12,625.08						
Cashbook Totals			28,699.60	0.00	0.00			28,699.60	

Receipts for Month 4				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 01/07/2024	735.58						
DDtransfer	Current Account	735.58			201		735.58	May statement bal pmt
	Banked: 29/07/2024	2,218.04						
June bcard	Current Account	2,218.04			201		2,218.04	June24 bcard statement payment
Total Receipts for Month		2,953.62	0.00	0.00			2,953.62	
Balance Carried Fwd		1,998.37						
Cashbook Totals		4,951.99	0.00	0.00			4,951.99	

Payments for Month 4				Nominal Ledger Analysis					
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :			2,817.96					2,817.96	
01/07/2024	card/Licensing Solutions	CC250935	90.00		15.00	4025	101	75.00	card/Level 2 personal licence
01/07/2024	card/Adobe	CC250937	19.97		3.33	4025	101	16.64	card/Acropro licence
03/07/2024	card/B&M	CC250939	7.99			4078	120	7.99	card/teabags for events
03/07/2024	card/MD's Newmarket Grocery	CC250940	1.49			4078	120	1.49	card/milk for events
03/07/2024	card/Tindalls	CC250941	8.94		1.49	4023	101	7.45	card/post-its-divider pack
03/07/2024	card/QD	CC250942	7.27		1.22	4023	101	6.05	card/raffle tickets
03/07/2024	card/Amazon	CC250943	27.98		4.66	4038	120	23.32	card/Stainless Steel Jug
03/07/2024	card/Amazon	CC250944	14.40		2.40	4038	120	12.00	card/food containers
05/07/2024	card/dustpan&brush set	CC250945	9.25		1.54	4016	120	7.71	card/dustpan&brush set
05/07/2024	card/NBB Recycled Furniture	CC250950	300.00		50.00	4037	202	250.00	card/cem bench
08/07/2024	card/Savers	CC250946	2.44		0.41	4016	120	2.03	card/graffitti removal
08/07/2024	card/AllSaints News	CC250947	9.80			4028	101	9.80	card/NJournal
08/07/2024	card/SLCC	CC250949	36.00		6.00	4008	101	30.00	card/GDPR course update
09/07/2024	card/Best One Shop	CC250948	1.99			4020	102	1.99	card/milk for office
09/07/2024	card/Amazon	CC250981	21.23		2.59	4016	101	18.64	card/graffitti remover/batts
11/07/2024	card/MD Nkt Grocery	CC250951	7.55		1.26	4016	120	6.29	card/cleaning supplies
11/07/2024	card/Fitzbillies Tea Rooms	CC250982	660.00		110.00	4189	307	550.00	card/60 packed lunches
15/07/2024	card/Amazon	CC250953	6.50		1.09	4023	101	5.41	card/TippEx
15/07/2024	card/Amazon	CC250954	13.44		2.25	4023	101	11.19	card/magnets
16/07/2024	card/Farthings	CC250955	421.46		70.24	4016	101	351.22	card/laundry-all tablecloths
18/07/2024	card/QD	CC250956	13.96		2.33	4029	200	11.63	card/batteries for events
18/07/2024	card/Amazon	CC250957	9.99		1.67	4036	120	8.32	card/TV remote for EC room
18/07/2024	card/Amazon	CC250958	19.48		3.25	4023	101	16.23	card/2025 diary TC
18/07/2024	card/Amazon	CC250959	14.49		2.42	4023	101	12.07	card/phone lanyard
18/07/2024	card/Amazon	CC250960	15.49		2.59	4029	200	12.90	card/megaphone
18/07/2024	card/TV licensing	CC250961	169.50			4025	101	169.50	card/TV lic for MH
19/07/2024	card/Homebase	CC250962	15.00		2.50	4036	310	12.50	card/paint for PAV
19/07/2024	card/Boots	CC250963	8.00		1.33	4029	200	6.67	card/batteries for TV remote
22/07/2024	card/MD Grocery	CC250964	0.99			4020	102	0.99	card/milk-office
23/07/2024	card/Waitrose	CC250965	40.80			4443	301	40.80	card/teadance food
23/07/2024	card/Amazon	CC250966	24.87		4.14	4028	103	20.73	card/icepaks
23/07/2024	card/Wolseley	CC250967	22.61		3.77	4037	202	18.84	card/tap for cem
24/07/2024	card/Autozone	CC250970	5.00		0.83	4037	202	4.17	card/tap repair supplies
24/07/2024	card/Amazon	CC250971	33.98		5.66	4010	102	28.32	card/steel toecap trainers
26/07/2024	card/Amazon	CC250972	55.93		9.31	4028	103	46.62	card/Hi-vis vests
29/07/2024	card/Amazon	CC250973	16.24		2.73	4023	101	13.51	card/washable marker pens
Total Payments for Month			2,134.03	0.00	316.01			1,818.02	
Cashbook Totals			4,951.99	0.00	316.01			4,635.98	

Receipts for Month 5				Nominal Ledger Analysis				
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :		1,159,897.04					1,159,897.04	
adj dep	Banked: 04/07/2024	-96.00						
adj dep	Mati Services	-96.00		-16.00	565		-80.00	adj to dep bkg6/7
bacs	Banked: 04/07/2024	96.00						
bacs	Mati Services	96.00		16.00	1001	120	80.00	additional fee for rm setup
bacs	Banked: 01/08/2024	574.20						
	Sales Recpts Page 2723	574.20	574.20		101			Sales Recpts Page 2723
bacs	Banked: 02/08/2024	126.00						
	Sales Recpts Page 2724	126.00	126.00		101			Sales Recpts Page 2724
bacs	Banked: 02/08/2024	36.00						
	Sales Recpts Page 2726	36.00	36.00		101			Sales Recpts Page 2726
bacs	Banked: 06/08/2024	18.00						
	Sales Recpts Page 2732	18.00	18.00		101			Sales Recpts Page 2732
bacs	Banked: 07/08/2024	156.00						
	Sales Recpts Page 2728	156.00	156.00		101			Sales Recpts Page 2728
bacs	Banked: 09/08/2024	30.00						
	Sales Recpts Page 2727	30.00	30.00		101			Sales Recpts Page 2727
bacs	Banked: 11/08/2024	200.00						
	Sales Recpts Page 2730	200.00	200.00		101			Sales Recpts Page 2730
bacs	Banked: 11/08/2024	462.00						
	Sales Recpts Page 2731	462.00	462.00		101			Sales Recpts Page 2731
bacs	Banked: 12/08/2024	3,300.00						
	Sales Recpts Page 2733	3,300.00	3,300.00		101			Sales Recpts Page 2733
bacs	Banked: 12/08/2024	121.80						
	Sales Recpts Page 2734	121.80	121.80		101			Sales Recpts Page 2734
bacs	Banked: 12/08/2024	556.00						
	Sales Recpts Page 2735	556.00	556.00		101			Sales Recpts Page 2735
bacs	Banked: 12/08/2024	87.00						
	Sales Recpts Page 2736	87.00	87.00		101			Sales Recpts Page 2736
bacs	Banked: 12/08/2024	327.60						
	Sales Recpts Page 2737	327.60	327.60		101			Sales Recpts Page 2737
bacs	Banked: 12/08/2024	360.00						
	Sales Recpts Page 2738	360.00	360.00		101			Sales Recpts Page 2738
bacs	Banked: 14/08/2024	24.00						
	Sales Recpts Page 2739	24.00	24.00		101			Sales Recpts Page 2739
bacs	Banked: 14/08/2024	258.60						
	Sales Recpts Page 2740	258.60	258.60		101			Sales Recpts Page 2740

Receipts for Month 5			Nominal Ledger Analysis					
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
bacs	Banked: 19/08/2024	432.00						
	Sales Recpts Page 2741	432.00	432.00		101			Sales Recpts Page 2741
bacs	Banked: 19/08/2024	400.00						
	Sales Recpts Page 2742	400.00	400.00		101			Sales Recpts Page 2742
bacs	Banked: 19/08/2024	12.00						
	Sales Recpts Page 2743	12.00	12.00		101			Sales Recpts Page 2743
000226	Banked: 19/08/2024	145.80						
	Sales Recpts Page 2746	145.80	145.80		101			Sales Recpts Page 2746
bacs	Banked: 20/08/2024	151.20						
	Sales Recpts Page 2747	151.20	151.20		101			Sales Recpts Page 2747
bacs	Banked: 21/08/2024	108.00						
	Sales Recpts Page 2744	108.00	108.00		101			Sales Recpts Page 2744
bacs	Banked: 21/08/2024	84.00						
	Sales Recpts Page 2745	84.00	84.00		101			Sales Recpts Page 2745
bacs	Banked: 21/08/2024	84.00						
	Sales Recpts Page 2748	84.00	84.00		101			Sales Recpts Page 2748
bacs	Banked: 22/08/2024	348.00						
	Sales Recpts Page 2749	348.00	348.00		101			Sales Recpts Page 2749
bacs	Banked: 27/08/2024	200.00						
	Sales Recpts Page 2750	200.00	200.00		101			Sales Recpts Page 2750
bacs	Banked: 27/08/2024	49.50						
	Sales Recpts Page 2751	49.50	49.50		101			Sales Recpts Page 2751
bacs	Banked: 27/08/2024	144.00						
	Sales Recpts Page 2753	144.00	144.00		101			Sales Recpts Page 2753
bacs	Banked: 30/08/2024	210.00						
	Sales Recpts Page 2752	210.00	210.00		101			Sales Recpts Page 2752
Total Receipts for Month		9,005.70	9,005.70	0.00			0.00	
Cashbook Totals		1,168,902.74	9,005.70	0.00			1,159,897.04	

Payments for Month 5					Nominal Ledger Analysis				
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
11/08/2024	West Suffolk Council	1282564	180.00	180.00		501			MH premises licence 24/25
11/08/2024	P&J Entertainments	20266	787.50	787.50		501			dep-WW entertainment
11/08/2024	Jockey Club Estates	3-4/60-61	21,269.40	21,269.40		501			Jockey Club maintenance
11/08/2024	PJSL Limited	1409	524.40	524.40		501			Bal inv of Alice Entertainment
11/08/2024	Collaboration 23 Construction	892/5170	6,321.60	6,321.60		501			18 Man Days of Flintwork
11/08/2024	Phillip Green	20824	120.00	120.00		501			July-Maintenance Clock Tower
11/08/2024	Abbey Security Services Ltd	41295/412	1,209.38	1,209.38		501			Security Services July 24
11/08/2024	CRC Pest Control	6809	600.00	600.00		501			Pest Control
11/08/2024	Jo's Pantry	552/559	134.00	134.00		501			Lunches 5/6/24
11/08/2024	Sparr Catering	2507/1508	250.00	250.00		501			25 HAF Lunches 25.7.24
11/08/2024	Caskade Music	260720241	100.00	100.00		501			Teadance music
11/08/2024	Thurlow Nunn Standen Ltd	767266/321	45.84	45.84		501			Fuel for garden equip.
11/08/2024	Cooleraid Ltd	603/365	304.20	304.20		501			19L Still Bottle
11/08/2024	Kallkwik	98114	102.00	102.00		501			Website training TC EM ADMIN
11/08/2024	Anglian Gates	6814	90.00	90.00		501			Repair entry fob
11/08/2024	C & C Consulting Services Ltd	03448	24.36	24.36		501			H+S Cons Expenses
11/08/2024	Harrisons Packaging	6052160	261.59	261.59		501			Dog waste envirobag 17/5
11/08/2024	Geared Entertainment	1722952314	385.00	385.00		501			WW Enterainment
11/08/2024	Cloudy IT	04454	654.47	654.47		501			Cloudy IT
12/08/2024	N-CIS	11701/5195	9.60	9.60		501			monthly phone IT(creditForHW)
13/08/2024	British Gas	603922137	41.33	41.33		501			Elec Cem July 24
16/08/2024	Ken Booth & Co Ltd	449777	294.04	294.04		501			Cleaning Supplies
16/08/2024	Quadiant Finance UK Ltd	2024032541	101.34	101.34		501			Franking machine 1/4 maint
16/08/2024	Sparr Catering	10082024	156.25	156.25		501			HAF lunches 08/08/24
16/08/2024	Anglian Water Business Nationa	13874501	2,152.40	2,152.40		501			Water- Hall, Gardens, toilets
16/08/2024	Total Gas and Power Ltd	349168913/	43.40	43.40		501			CT Elec July 24
16/08/2024	Total Gas and Power Ltd	349168870/	665.33	665.33		501			MH Elec July 24
16/08/2024	Total Gas and Power Ltd	349169386/	132.35	132.35		501			Pav elec- July 24
16/08/2024	Total Gas and Power Ltd	349169342	51.69	51.69		501			Cem Elc July 24
16/08/2024	Total Gas and Power Ltd	34916931	80.61	80.61		501			Pub.Conv.Elec July 24
16/08/2024	Total Gas and Power Ltd	349168847	28.23	28.23		501			Elec. B.Tutte July 24
16/08/2024	British Gas	805054120	35.61	35.61		501			Elec- Cem. July-Aug 24
16/08/2024	CCLA Account	300837	1,000,000.0			202		1,000,000.00	CCLA opening balance
16/08/2024	And Sew We Begin	SFIMPSCHEM	180.00			4073	101	180.00	SF Imp pymt- AndSewWeBegin
21/08/2024	Staff Salary Account	a/c topup	40,000.00			204		40,000.00	topup for salaries
22/08/2024		270724	155.00	155.00		501			Hedgehog workshop 25th July
22/08/2024	Kallkwik	97883	216.00	216.00		501			Hosting website newmarket.gov
22/08/2024	Wayne Goodman Entertainments	082024-01	1,250.00	1,250.00		501			Magic Shows
22/08/2024	Louise Eatock	0624	630.00	630.00		501			Arts/crafts workshop managemen
22/08/2024	Newmarket Plant Hire Ltd	669045	141.00	141.00		501			Ped.Barrier hire 15/8

Payments for Month 5					Nominal Ledger Analysis				
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
22/08/2024	Sparr Catering	19082024	112.50	112.50		501			HAF Lunches Wk4
22/08/2024	Thurlow Nunn Standen Ltd	468126	11.04	11.04		501			Servicing garden machinery
22/08/2024	Level Up Print Ltd	1548	627.00	627.00		501			70th Twinning Coins
22/08/2024	Odin Events Limited	INV-3451	1,020.00	1,020.00		501			Snow Globe- 50% Deposit
22/08/2024	Stallantis FS UK	DDSTELLANT	575.23		95.87	4039	200	479.36	van lease monthly installment
29/08/2024	Barclaycard Account	DD	2,018.34			208		2,018.34	July statement payment
30/08/2024	Page Jewellery	SFIMPGRANT	814.33			4073	101	814.33	sfront imp grant PageJewellery
30/08/2024	Funk of the Monk Ltd	012	337.50	337.50		501			Marquee St.Georges Day Deposit
30/08/2024	Sparr Catering	22082024	156.25	156.25		501			HAF lunches 22.08.24
30/08/2024	Alisons of Cambridge	inv-2666	620.00	620.00		501			Twinning transport
30/08/2024	Dawn Burford	07	650.00	650.00		501			Craft workshop for events
30/08/2024	Thrive Yoga Newmarket	008	160.00	160.00		501			Outdoor Yoga sessions
30/08/2024	Collaboration 23 Construction	898	4,670.62	4,670.62		501			Mem grds & St Marys walls
30/08/2024	Mahesh Mathew	DEPREFUND	50.00		8.33	565		41.67	hdep.refund/M Mahesh
30/08/2024	SuffolkPricklesHedgehogRescu	SUMMERENT	200.00		33.33	4440	301	166.67	summer ent mini golf
30/08/2024	British Telecommunications Plc	q059q0	47.58	47.58		501			Red care line
31/08/2024	Petty Cash	300838	62.90			210		62.90	M5 PCash reimbursement
Total Payments for Month			1,091,861.21	47,960.41	137.53			1,043,763.27	
Balance Carried Fwd			77,041.53						
Cashbook Totals			1,168,902.74	47,960.41	137.53			1,120,804.80	

Receipts for Month 5				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		150.00					150.00	
Banked: 31/08/2024		62.90						
300838	Current Account	62.90			201		62.90	M5 PCash reimbursement
Total Receipts for Month		62.90	0.00	0.00			62.90	
Cashbook Totals		<u>212.90</u>	<u>0.00</u>	<u>0.00</u>			<u>212.90</u>	

Payments for Month 5					Nominal Ledger Analysis				
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
1/08/2024	Petty Cash M5	300838	62.90		4.37	4022	101	3.05	PCash/postage
						4016	120	8.87	PCash/cleaning supplies
						4020	120	10.64	PCash/office refr
						4443	301	7.65	PCash/teadance supplies
						4064	101	8.32	PCash/leavers gift
						4018	101	20.00	PCash/remote wifi fees TC
Total Payments for Month			62.90	0.00	4.37			58.53	
Balance Carried Fwd			150.00						
Cashbook Totals			212.90	0.00	4.37			208.53	

Receipts for Month 5					Nominal Ledger Analysis			
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	12,625.08					12,625.08	
	Banked: 21/08/2024	40,000.00						
a/c topup	Current Account	40,000.00			201		40,000.00	topup for salaries
Total Receipts for Month		40,000.00	0.00	0.00			40,000.00	
Cashbook Totals		<u>52,625.08</u>	<u>0.00</u>	<u>0.00</u>			<u>52,625.08</u>	

Payments for Month 5				Nominal Ledger Analysis					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
23/08/2024	HMRC M5	1108662505	4,136.22			515		4,136.22	HMRC M5
23/08/2024	Net Salaries M5	BACS M5SAL	12,260.66			514		12,260.66	Net Salaries M5
27/08/2024	People's Pension M5	DD WPPM525	1,107.24			516		1,107.24	People's Pension M5
Total Payments for Month			17,504.12	0.00	0.00			17,504.12	
Balance Carried Fwd			35,120.96						
Cashbook Totals			52,625.08	0.00	0.00			52,625.08	

Receipts for Month 5			Nominal Ledger Analysis					
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 29/08/2024	2,018.34						
DD	Current Account	2,018.34			201		2,018.34	July statement payment
Total Receipts for Month		2,018.34	0.00	0.00			2,018.34	
Balance Carried Fwd		3,618.04						
Cashbook Totals		5,636.38	0.00	0.00			5,636.38	

Payments for Month 5				Nominal Ledger Analysis					
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Balance Brought Fwd :			1,998.37					1,998.37	
01/08/2024	card/Adobe	CC250983	19.97		3.33	4025	101	16.64	card/Acrobat Pro licence
05/08/2024	card/Amazon	CC250974	174.86		29.14	4095	200	145.72	card/Walkie-Talkie Radios
05/08/2024	card/Amazon	CC250975	115.83			4078	120	115.83	card/coffee for events
05/08/2024	card/MD Nkt Grocery	CC250976	1.49			4020	102	1.49	card/office milk
05/08/2024	card/Amazon	CC250977	50.88		7.76	4453	302	43.12	card/craftsupplies-23/12/24
06/08/2024	card/Giffords Hall	CC250978	21.00			4189	307	21.00	card/twinningwine
06/08/2024	card/Amazon	CC250979	29.20		4.87	4453	302	24.33	card/light projector
07/08/2024	card/RBL	CC250980	100.00		16.67	4079	101	83.33	card/RemDayWreaths
09/08/2024	card/Tindalls	CC250984	20.97		3.50	4023	101	17.47	card/printer paper
09/08/2024	card/Amazon	CC251005	-115.83			4078	120	-115.83	card/refund of coffee sachets
09/08/2024	card/The Sign Maker	CC251013	219.63		36.61	4037	202	183.02	card/cem bench plaque
12/08/2024	card/BestOne Shop	CC250985	1.29			4020	102	1.29	card/office milk
13/08/2024	card/WHSmiths	CC250987	18.49		3.08	4023	101	15.41	card/A3 ream
14/08/2024	card/Tindalls	CC250986	19.99		3.33	4023	101	16.66	card/A3 ream
14/08/2024	card/Amazon	CC250988	16.74		2.79	4440	301	13.95	card/child safety wristbands
14/08/2024	card/Amazon	CC250989	43.98		7.34	4038	120	36.64	card/Thermal Jugs
14/08/2024	card/Amazon	CC250990	39.95		6.65	4440	301	33.30	card/Hi-Vis Vests
14/08/2024	card/Amazon	CC250991	13.48		2.25	4023	101	11.23	card/phone lanyard strap
14/08/2024	card/Discount Displays	CC250992	177.54		29.59	4095	120	147.95	card/A3 pavement sign
14/08/2024	card/Amazon	CC251012	44.94		7.50	4440	301	37.44	card/Hi-Vis for events
16/08/2024	card/The Post Office	CC250993	4.20			4022	101	4.20	card/postage
18/08/2024	card/Cromwell	CC250998	27.18		4.53	4023	101	22.65	card/coloured paper
19/08/2024	card/Amazon	CC250994	-43.98		-7.34	4038	120	-36.64	card/refund insulated jugs
19/08/2024	card/Amazon	CC250995	-39.95		-6.85	4440	301	-33.10	card/refund Hi-Vis Vests
19/08/2024	card/Amazon	CC250996	-29.20		-4.87	4453	302	-24.33	card/refund light projector
19/08/2024	card/Staples	CC250997	18.12		3.02	4023	101	15.10	card/coloured paper
20/08/2024	card/Best One Shop	CC250999	1.29			4020	102	1.29	card/office milk
20/08/2024	card/Boots	CC251000	35.79		5.96	4028	103	29.83	card/ear thermometer
22/08/2024	card/Amazon	CC251001	13.98		2.33	4028	103	11.65	card/saline eye solution
22/08/2024	card/Amazon	CC251002	9.96		1.66	4440	301	8.30	card/children's stickers
23/08/2024	card/Amazon	CC251003	24.63		4.12	4036	120	20.51	card/door stops
23/08/2024	card/Your Security Signs	CC251004	88.88		14.82	4037	306	74.06	card/park signage
27/08/2024	card/Warble Entertainment	CC251006	204.00			4189	307	204.00	card/dep for Medieval Princes
27/08/2024	card/Majestic Wine	CC251007	1,079.28		179.88	4189	307	899.40	card/twinning wine
28/08/2024	card/Waitrose	CC251008	59.25		3.70	4443	301	55.55	card/teadance supplies
29/08/2024	card/Spitting Pig Co.	CC221010	610.20		101.70	4179	303	508.50	card/StG hogroast deposit
29/08/2024	card/Amazon	CC251011	100.53		13.02	4179	303	87.51	card/StGeorge's prizes
29/08/2024	card/JW Plant Ltd	CC251009	44.80		7.47	4079	101	37.33	card/VE-80 flag
30/08/2024	card/Amazon	CC251014	274.89		45.82	4440	301	11.87	card/Twinning supplies
						4038	120	217.20	card/event table supplies
30/08/2024	card/Amazon	CC251015	139.76		23.28	4038	120	116.48	card/carafes&milkjugs

Total Payments for Month	3,638.01	0.00	556.66	3,081.35
Cashbook Totals	<u>5,636.38</u>	<u>0.00</u>	<u>556.66</u>	<u>5,079.72</u>

Receipts for Month 5				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 16/08/2024	1,000,000.00						
300837	Current Account	1,000,000.00			201		1,000,000.00	CCLA opening balance
Total Receipts for Month		1,000,000.00	0.00	0.00			1,000,000.00	
Cashbook Totals		<u>1,000,000.00</u>	<u>0.00</u>	<u>0.00</u>			<u>1,000,000.00</u>	

Payments for Month 5				Nominal Ledger Analysis					
<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
				0.00					
Total Payments for Month				0.00	0.00	0.00		0.00	
Balance Carried Fwd				1,000,000.00					
Cashbook Totals				1,000,000.00	0.00	0.00		1,000,000.00	

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Item8

12/09/2024

Newmarket Town Council Current Year 24-25

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Detailed Income & Expenditure by Budget Heading as at 31st August 2024

Month No: 5

Committee Report Finance & Policy M5

Finance & Policy

100 Precept

1176 Precept Received	0	923,030	923,030	0		100.0%	
Precept :- Income	0	923,030	923,030	0		100.0%	0

Net Income 0 923,030 923,030 0

101 Administration

1003 Banner Income	0	0	1,000	1,000		0.0%	
1006 Sumup Commission offset	0	5	50	45		10.0%	
1103 Rent Receivable	0	0	100	100		0.0%	
Administration :- Income	0	5	1,150	1,145		0.4%	0
4008 Staff Training	85	518	2,000	1,482	1,482	25.9%	
4009 Staff Travel	0	0	250	250	250	0.0%	
4016 Cleaning	245	245	0	(245)	(245)	0.0%	
4018 Software/Computer Consumables	20	520	2,500	1,980	1,980	20.8%	
4019 New IT System/Hardware	0	0	10,000	10,000	10,000	0.0%	
4021 Telephone	48	520	2,500	1,980	1,980	20.8%	
4022 Postage	7	120	750	630	630	16.0%	
4023 Stationery	99	607	1,750	1,143	1,143	34.7%	
4025 Subscriptions&Licences	614	6,203	8,550	2,347	2,347	72.6%	
4026 Insurance	0	0	10,000	10,000	10,000	0.0%	
4028 Office Maintenance	466	5,587	13,250	7,663	7,663	42.2%	
4030 Recruitment Advertising	0	936	1,000	64	64	93.6%	
4051 Bank Charges/Interest	0	65	300	236	236	21.5%	
4056 Legal Expenses	0	0	12,000	12,000	12,000	0.0%	
4057 Audit & Accountancy Fees	0	1,447	3,850	2,403	2,403	37.6%	
4058 Professional Fees	0	0	2,000	2,000	2,000	0.0%	
4059 web site	180	485	1,000	515	515	48.5%	
4060 Councillors Training	0	0	600	600	600	0.0%	
4061 Councillors Expenses	0	10	200	190	190	5.0%	
4062 Civic Regalia	0	0	500	500	500	0.0%	
4064 Town Mayor's Allowance	8	43	1,000	957	957	4.3%	
4073 Shopfront Imp Grant Scheme	994	10,965	0	(10,965)	(10,965)	0.0%	
4074 Grant - Bill Tutte Scholarship	0	0	1,000	1,000	1,000	0.0%	
4075 Grant to CAB	0	5,000	5,000	0	0	100.0%	
4076 Grants	0	8,800	5,000	(3,800)	(3,800)	176.0%	3,800
4077 Marketing	0	397	5,000	4,603	4,603	7.9%	
4079 Remembrance Event Expenses	121	146	2,500	2,354	2,354	5.8%	

Continued over page

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4090 Biodegradable Dog Poo Bags	218	457	600	143		143	76.1%	
4093 Sumup Commission	0	1	50	49		49	2.7%	
4097 Election Costs	0	0	2,500	2,500		2,500	0.0%	
4113 Rolling Capital Reserve	0	0	10,000	10,000		10,000	0.0%	
4114 Other Projects / Reserves	0	0	15,000	15,000		15,000	0.0%	
4118 Youth Strategy	0	0	6,728	6,728		6,728	0.0%	
4180 Civic Functions	0	0	2,500	2,500		2,500	0.0%	
4220 Discover Nmkt Stakeholder Fee	0	5,000	5,000	0		0	100.0%	
4221 CCTV WSC SLA Monitoring	0	1,313	4,560	3,248		3,248	28.8%	
Administration :- Indirect Expenditure	3,105	49,384	139,438	90,054	0	90,054	35.4%	3,800
Net Income over Expenditure	(3,105)	(49,379)	(138,288)	(88,909)				
6000 plus Transfer from EMR	0	3,800						
Movement to/(from) Gen Reserve	(3,105)	(45,579)						
<u>103 Health & Safety</u>								
4020 Misc. Staff Costs	0	0	500	500		500	0.0%	
4028 Office Maintenance	41	109	100	(9)		(9)	108.8%	
4058 Professional Fees	20	3,719	2,500	(1,219)		(1,219)	148.8%	
Health & Safety :- Indirect Expenditure	62	3,828	3,100	(728)	0	(728)	123.5%	0
Net Expenditure	(62)	(3,828)	(3,100)	728				
Finance & Policy :- Income	0	923,035	924,180	1,145			99.9%	
Expenditure	3,167	53,212	142,538	89,326	0	89,326	37.3%	
Net Income over Expenditure	(3,167)	869,823	781,642	(88,181)				
plus Transfer from EMR	0	3,800						
Movement to/(from) Gen Reserve	(3,167)	873,623						
Grand Totals:- Income	0	923,035	924,180	1,145			99.9%	
Expenditure	3,167	53,212	142,538	89,326	0	89,326	37.3%	
Net Income over Expenditure	(3,167)	869,823	781,642	(88,181)				
plus Transfer from EMR	0	3,800						
Movement to/(from) Gen Reserve	(3,167)	873,623						

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
	<u>Current Assets</u>		
101	Debtors	4,848	
105	Vat Due	7,122	
201	Current Account	77,042	
202	CCLA Account	1,000,000	
204	Staff Salary Bank Account	35,121	
208	Barclaycard Account	(3,618)	
210	Petty Cash	150	
	Total Current Assets	1,120,664	
	<u>Current Liabilities</u>		
514	Peoples Pension Control	(11,153)	
516	Wages Control	11,153	
565	Bookings Deposit	587	
	Total Current Liabilities	587	
	Net Current Assets		1,120,076
	Total Assets less Current Liabilities		1,120,076

Represented by :-

301	Current Year Fund	512,860
310	General Fund	226,779
311	EMR Play Equipment	32,449
314	EMR Youth Strategy	30,000
316	EMR Clocks/Memorials	7,205
317	EMR Buildings-M Hall Fund	10,685
318	EMR Buildings - Pavilion Fund	11,563
319	EMR Disused Churchyard	11,668
320	EMR Cooper Memorial	2,008
321	EMR Grants	8,451
322	EMR Street Lighting	3,500
323	EMR Allotments	2,839
324	EMR IT Upgrade Fund	20,000
325	EMR Public Realm	17,510
326	EMR Elections	16,428
327	EMR Legends of the Turf	1,614
328	EMR Vehicle Replacement	5,760
329	EMR Shopfront Imp Grant Scheme	19,885
330	EMR Cemetery	18,654
331	EMR Town Improvement	24,892
332	EMR HR/Recruitment	24,200
333	EMR Carnival	13,428
334	EMR Christmas Lights	2,679
335	EMR Winter Event	6,000
336	EMR Events-General	16,200
337	EMR MLF Twinning	8,444
339	EMR Town Tourism	5,000
340	EMR RPZ Underwriting Fund	18,000
341	EMR Water Feature	4,971
342	EMR Memorial Gardens	13,034
343	EMR Workwear	472
344	EMR Asset Sales	5,401

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Detailed Balance Sheet - Excluding Stock Movement

Month 5 Date AS AT 31/8/24

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
345	EMR Cinema Kit Fund	1,000	
346	EMR Public Conveniences	2,000	
347	EMR Several Grounds/Fence	8,000	
348	EMR Nkt Neighbourhood Plan	6,498	
	Total Equity		<u>1,120,076</u>

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>Finance & Policy</u>							
Income	0	923,035	924,180	1,145			99.9%
Expenditure	3,167	53,212	142,538	89,326	0	89,326	37.3%
Net Income over Expenditure	<u>(3,167)</u>	<u>869,823</u>					
plus Transfer from EMR	0	3,800					
less Transfer to EMR	0	0					
Movement to/(from) Gen Reserve	<u>(3,167)</u>	<u>873,623</u>					

Community Services

Income	0	19,899	66,030	46,131			30.1%
Expenditure	27,066	69,220	357,403	288,183	0	288,183	19.4%
Net Income over Expenditure	<u>(27,066)</u>	<u>(49,321)</u>					
plus Transfer from EMR	0	1,230					
less Transfer to EMR	0	0					
Movement to/(from) Gen Reserve	<u>(27,066)</u>	<u>(48,091)</u>					

Leisure Services

Income	2,820	24,010	29,500	5,490			81.4%
Expenditure	15,808	120,934	225,644	104,710	0	104,710	53.6%
Net Income over Expenditure	<u>(12,988)</u>	<u>(96,925)</u>					
plus Transfer from EMR	0	0					
less Transfer to EMR	0	0					
Movement to/(from) Gen Reserve	<u>(12,988)</u>	<u>(96,925)</u>					

Human Resources

Income	0	0	0	0			0.0%
Expenditure	17,519	88,903	288,125	199,222	0	199,222	30.9%
Net Income over Expenditure	<u>(17,519)</u>	<u>(88,903)</u>					
plus Transfer from EMR	0	5,796					
Movement to/(from) Gen Reserve	<u>(17,519)</u>	<u>(83,108)</u>					

Development & Planning

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Income	0	0	0	0			0.0%
Expenditure	0	1,860	6,000	4,140	0	4,140	31.0%
Movement to/(from) Gen Reserve	<u>0</u>	<u>(1,860)</u>					
Grand Totals:- Income	2,820	966,944	1,019,710	52,766			94.8%
Expenditure	63,559	334,130	1,019,710	685,580	0	685,580	32.8%
Net Income over Expenditure	<u>(60,739)</u>	<u>632,814</u>	<u>0</u>	<u>(632,814)</u>			
plus Transfer from EMR	0	10,826					
less Transfer to EMR	0	0					
Movement to/(from) Gen Reserve	<u>(60,739)</u>	<u>643,639</u>					

Report to	Finance and Policy Committee
Subject	Consideration of small grant applications
Purpose	Decision
Classification	Unrestricted
Meeting date	16th September 2024
Item number	9
Written By	Cathy Whitaker CLERK

Summary: This report outlines the details of small grant applications received and gives recommendations from the Town Clerk for Committee consideration.

1.	Applications
a.	NEXUS CIC – application received for funding towards a Barista-style coffee machine for the Connecting Young People project. See attached application for further information.
b.	LOVE NEWMARKET BID – request for consideration of a £500 sponsorship of the Newmarket Light Switch-On Event on 22 nd November.
2.	Context
a.	NEXUS has been asked to provide further documentation before consideration can take place.
b.	BID – NTC has sponsored this event for the past 3 years and is present on the evening for the co-ordination of the Christmas lighting with the contractor.
4.	Financial/Resource Implications
a.	The Grants current year budget is £5,000. To date £8,800 has been awarded, with the balance being funded from the Grants EMR, which now stands at £4,651.
b.	Any further funding will come from the Grants EMR during the current financial year.
5.	Next Steps/Recommendations
a.	NEXUS – await further documentation. If received in time, maximum award of £500.
b.	BID – award £500 for the sponsorship of the Christmas Lights Switch-On event 2024.

Grant Application Form

The Town Council considers grant applications from local organisations every year, each is considered on its merits and against availability of funds. Applications are invited from local organisations which directly benefit residents. For guidance, applicants are advised to read the Grants and Funding Policy document which is available on the Council's website: www.newmarket.gov.uk

1. Your Organisation

Name of Organisation	Newmarket Nexus, Connecting Young People
Address	Unit 2 Albion Court, Studlands Park Avenue, Newmarket CB87XA
Telephone	newmarketnexus@gmail.com 01638 505729
Is this application a consortium/partnership bid?	Yes / No No
If yes, name(s) of other organisations involved:	
Details of main contact person (name, address, phone and email)	Makayla Beckett Unit 2 Albion Court, Studlands Park Avenue, Newmarket CB87XA
Name of Chairman (name, address, phone, email)	
Name of Secretary (name, address, phone, email)	
Name of Treasurer (name, address, phone, email)	

2. Please describe the project for which you are applying for funds

Give consideration to the following:

- Number of clients/members/public served (where relevant)
- Description of service/activity provided, project or event to be supported
- Reason for application with details of how the grant will be used
- How the grant will benefit the town and people of Newmarket

I have been offered a Barista style coffee machine from Combat2Coffee for £3000.
I am looking to raise this money via funds and grants as we are in our infancy trying to raise money for the youth hub, from the shop.

I have asked Newmarket Charitable Foundation and The Jockey Club and yourselves for assistance with this.

Combat2Coffee will offer free level 2 Barista qualifications to our young people of Newmarket, which will give opportunities to our young people to gain employment.

Nexus will fund transport to Ipswich and chaperone the young people to the training centre.

They will get to see the process of bean, through to roasting and blend. They will be given a goodie bag to take away.

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3. Amount of grant requested

Amount of grant requested We would be grateful for any contribution you are able to provide.	£
Details and amount of matched funding from your group. I will fund up to £1000	£
Details and amount of funding from other sources I am not sure how much or if any will be granted by NCF and JC.	£
Total cost of project/activity£3000	£

4. **Where will this take place?** Please give us the address and postcode of the main site of your project. If your project is taking place over a wider geographic area, please tell us the main areas where the project will take place.

Unit 2 Albion Court Studlands Park Avenue Newmarket Suffolk CB87XA
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5. When is the project due to start and end?

Start date	I would like to see the project start by the middle of November.
End date	This project is indefinite.

6. **If you have received funding from Newmarket Town Council, in the last three years, please list below the year, purpose and amount of funding received.**

Year	Purpose	Amount
NA		

--	--	--

7. How would Newmarket Town Council support be acknowledged?

I will ensure NTC will be recognised in press release and on social media.

8. Please confirm the following documents are available for inspection if required

Your accounts	Y
Budget projections for the activity	Y
The constitutional document that governs your organisation	Y
A recent bank statement for the account	Y

9. Data protection and freedom of information

We are committed to transparency and accountability. This includes being clear about how we assess and make decisions. Details of grants made by the Town Council will be published on our website. Acceptance of this is a condition of grant funding.

As a public body, we follow the Data Protection Act 1998 and the Freedom of Information Act 2000. For further information, see details on our website at <http://www.newmarket.gov.uk>

10. Declaration

We will take your signature on this form as confirmation that you understand our obligations under the Data Protection Act 1998 and the Freedom of Information Act 2000

By signing this declaration, you are confirming that you have the authority to sign this application and that the details given are true and correct.

Your signature (digital signature acceptable)	M Beckett
Name	Makayla Beckett
Date	9/9/24

Return this application form with all necessary supporting information to:	townclerk@newmarket.gov.uk
	King Edward VII Memorial Hall High Street Newmarket Suffolk CB8 8JP



Health, Safety and Facilities update for F&P

prepared by Town Clerk

Memorial Hall/Garden

Town Keeper reported rope on bridges in the park are fraying. Online Playgrounds visited to inspect replacement ropes – opinion is they should not be installed as they are substandard – contact with manufacturers on-going.

Monitoring intruder alarm sensors – random regular callouts due to alarms during night. Persistent reoccurrences will be replaced with new sensors.

Annual air-con servicing to all units.

Faulty Dyson hand dryer replaced in ladies toilets.

Faulty drinks cooler in kitchen/bar area replaced.

Fire Safety check by CC Consulting.

Door stops replaced in toilets, damaged following a children's event

Memorial Garden wall – further pointing work

Public Toilets

Water sub-meter installed to allow water usage monitoring.

Pavilion

Annual air-con servicing.

Fire safety check by CC Consulting.

Cemetery

Flintwork safety works to be carried out on the chapel/workshop building.

Fire Safety check by CC Consulting.

Fob entry system repair following vandalism.

Elsewhere

The historic flint and brick wall at All Saints is in need of hoarding to protect adjacent property holders and the wall will be repaired as required on an ongoing annual basis. The hoarding is due for installation – contractor awaiting delivery. St Mary's flint wall repairs to roadside area.

Legend of the Turf Plaques – being arranged by John Berry and the LOTT committee – funds taken from EMR for LOTT

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