

Membership from May 2025
Councillor Harvey (Chair)
Councillor Drummond (Vice)
Councillor Hood
Councillor Hulbert
Councillor McHugh
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 17th November 2025 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:

- a. film, photograph or make an audio recording of the meeting;
- b. use any other means for enabling persons not present to see or hear proceedings at a meeting as it takes place or later;
- c. 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

1. **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
2. **Apologies** – To receive and accept apologies for absence
3. **Declaration of interests**
 - a) Councillors are invited to raise any declarations of interest concerning items on the agenda
 - b) To consider any requests for dispensation
4. **Minutes of previous meeting held 15th September 2025**
 - a) To consider and adopt the minutes, as a true record of the proceedings
 - b) To consider any matters arising
5. **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.
6. **Submission of schedules of payments for information** - To approve cashbooks 1-5 for months 6 and 7
7. **Bank statements** – To confirm that the bank statement balances & related bank reconciliations have been signed by the Chair of the Finance & Policy Committee
8. **Accounts** – To receive and note the Income & Expenditure for the Finance & Policy Committee as at Month 7 closure
9. **Budget 2026/2027** – to approve the Finance and Policy budget for 2026/2027
10. **Health, Safety and Facilities** – to receive a monthly report
11. **Correspondence**
12. Date of next meeting **Monday 19th January 2026**

Signed  Cathy Whitaker, Town Clerk

Date 11th November 2025

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Item 4

Newmarket

TOWN COUNCIL

Minutes of a Meeting of the Finance & Policy Committee
Held on Monday 15th September 2025 at the Memorial Hall 7:15pm

Attendance:

Councillor J Harvey (Chairman)
Councillor R Hood

Councillor P Winter
Councillor K Yarrow

Also Present: C Whitaker – Town Clerk and J Ashton – Minute Assistant.

Minute

F/25/09/1 Chair to Read the Fire Safety Notice and Announce that Proceedings may be filmed or Recorded

The Chair 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/25/09/2 Apologies for Absence

Apologies were received from Cllrs Drummond, Hulbert and McHugh.

F/25/09/3 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/25/09/4 To Confirm the Minutes of the Meeting Held on 21st July 2025 and any Matters Arising

Members received the minutes of the Finance & Policy Committee meeting held on 21st July 2025 and Cllr Harvey made a proposal, seconded by Cllr Hood. A vote was taken which was unanimous and the following was agreed:

F/25/09/4.01 Resolved

That the minutes of the Finance & Policy Committee meeting held on 21st July 2025 be adopted and signed as a true record by the Chair of the Finance & Planning Committee.

There were no matters arising.

F/25/09/5 Public Open Session

No members of the public were present.

F/25/09/6 Submission of Schedules of Payments for Information CB1 – CB5

Members reviewed CB1 – CB5 for months 4 and 5. Cllr Harvey made a proposal, seconded by Cllr Winter. A vote was taken which was unanimous and the following was agreed:

F/25/09/6.01 Recommendation

That the ratification of the schedules of payments for the period 01/07/2025 – 31/07/2025 and 01/08/2025 – 31/08/2025 (Cash Book 1 - 5) be received and adopted.

F/25/09/7 To Confirm the Bank Statement Balances & Related Bank Reconciliation have been signed by the Chairman of F&P Committee

The Chair of the Finance & Policy Committee confirmed scrutiny of the bank reconciliations relating to the end of 31/08/2025 (month 5) for the Town Council's Current, Petty Cash, Salaries, Barclaycard and CCLA Cashbooks.

F/25/09/8 To Receive the Income and Expenditure

The Income and Expenditure reports for August 2025 were received and noted.

F/25/09/9 Small Grants

Newmarket District Guides – the request for a grant to support an event for activities, catering and attendance was considered. Cllr Harvey made a proposal, seconded by Cllr Yarrow. A vote was taken which was unanimous and the following was agreed:

F/25/09/9.01 Recommendation

That the request from Newmarket District Guides for a grant be approved and be awarded £1,000.

Newmarket Joggers - the request for a grant to purchase a replacement rechargeable floodlight was considered. Cllr Harvey made a proposal, seconded by Cllr Hood. A vote was taken which was unanimous and the following was agreed:

F/25/09/9.02 Recommendation

That the request from Newmarket Joggers for a grant be approved and be awarded £700.

F/25/09/10 Health and Safety

The monthly Health and Safety report was received and noted.

F/25/09/11 Correspondence

None noted.

F/25/09/12 Date of Next Meeting

Monday 10th November 2025 at the Memorial Hall.

Meeting closed at 7:34pm

Signed _____ Date _____

Summary of Recommendations	Recommendation Wording
<u>F/25/09/4.01 Resolved</u>	That the minutes of the Finance & Policy Committee meeting held on 21st July 2025 be adopted and signed as a true record by the Chair of the Finance & Planning Committee.
<u>F/25/09/6.01 Recommendation</u>	That the ratification of the schedules of payments for the period 01/07/2025 – 31/07/2025 and 01/08/2025 – 31/08/2025 (Cash Book 1 - 5) be received and adopted.

<u>F/25/09/9.01 Recommendation</u>	That the request from Newmarket District Guides for a grant be approved and be awarded £1,000.
<u>F/25/09/9.02 Recommendation</u>	That the request from Newmarket Joggers for a grant be approved and be awarded £700.

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Date: 13/11/2025

Newmarket Town Council Current Year 2025-2026

Page: 1

Time 09:44

Cashbook 1

User: CEW

Current Account

For Month No: 6

Receipts for Month 6

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		129,522.54					129,522.54	
bacs	Banked 26/08/2025	-800.00						
	Sales Recpts Page 2940	-800.00	-800.00		101			Sales Recpts Page 2940
	Banked 26/08/2025	800.00						
	Sales Recpts Page 2942	800.00	800.00		101			Sales Recpts Page 2942
bacs	Banked 02/09/2025	240.00						
	Sales Recpts Page 2943	240.00	240.00		101			Sales Recpts Page 2943
bacs	Banked 03/09/2025	850.00						
	Sales Recpts Page 2944	850.00	850.00		101			Sales Recpts Page 2944
bacs	Banked 03/09/2025	121.80						
	Sales Recpts Page 2945	121.80	121.80		101			Sales Recpts Page 2945
000249	Banked 04/09/2025	215.00						
000249	Teadance income	215.00		35.83	1043	301	179.17	Teadance income 29/8/25
bacs	Banked 04/09/2025	70.50						
	Sales Recpts Page 2948	70.50	70.50		101			Sales Recpts Page 2948
bacs	Banked 08/09/2025	283.50						
	Sales Recpts Page 2946	283.50	283.50		101			Sales Recpts Page 2946
bacs	Banked 08/09/2025	758.40						
	Sales Recpts Page 2947	758.40	758.40		101			Sales Recpts Page 2947
bacs	Banked 08/09/2025	200.00						
bacs	Downes	200.00			566		200.00	secutitydep/Downes Sept25
	Banked 09/09/2025	100,000.00						
CCLA	CCLA Account	100,000.00			202		100,000.00	account topup
bacs	Banked 11/09/2025	200.00						
bacs	KLH ARCH LTD SW	200.00			566		200.00	cinema kitKLH ARCH LTD SW
bacs	Banked 15/09/2025	96.00						
	Sales Recpts Page 2949	96.00	96.00		101			Sales Recpts Page 2949
bacs	Banked 17/09/2025	320.00						
bacs	C Rolph	120.00		20.00	565		100.00	hdep/C Rolph-17/1/25
bacs	C Rolph	200.00			566		200.00	damagedep/C Rolph.17/1/25
bacs	Banked 29/09/2025	5,000.00						
bacs	West Suffolk Council	5,000.00			1181	208	5,000.00	REPFunding-toilets
000250	Banked 30/09/2025	129.60						
	Sales Recpts Page 2950	129.60	129.60		101			Sales Recpts Page 2950
bacs	Banked 30/09/2025	24.00						
	Sales Recpts Page 2951	24.00	24.00		101			Sales Recpts Page 2951

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Total Receipts for Month	108,508.80	2,573.80	55.83	105,879.17
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Cashbook Totals	<u>238,031.34</u>	<u>2,573.80</u>	<u>55.83</u>	<u>235,401.71</u>
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Payments for Month 6					Nominal Ledger				
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
01/09/2025	Cloudy IT	08826	827.63	827.63		501			CloudyIT Sept 25
03/09/2025	Staff Salary Account	topup	50,000.00			204		50,000.00	salary acc topup
03/09/2025	British Gas	803830596	38.54	38.54		501			Elec Cem July/Aug 25
04/09/2025	Caskade Music	29082025	100.00	100.00		501			Tea dance music 29th August
04/09/2025	Thrill Seekers Ltd	2511	150.00	150.00		501			Summer Ent
04/09/2025	Thrive Yoga Newmarket	009	680.00	680.00		501			Outdoor yoga sessions
04/09/2025	Phillip Green	20925	120.00	120.00		501			Maintain & Wind CT August
04/09/2025	Stannah	1100000278	7,207.20	7,207.20		501			Lift replace deposit 25%
04/09/2025	Thurlow Nunn Standen Ltd	486533	26.90	26.90		501			2 Fuel
04/09/2025	Abbey Security Services Ltd	43619	765.02	765.02		501			Security Services August 2025
04/09/2025	Abbey Security Services Ltd	43560	54.00	54.00		501			Call outs August 2025
04/09/2025	Cooleraid Ltd	1783645	145.80	145.80		501			Bottle Sanitization
04/09/2025	National Association of Local	00854	42.00	42.00		501			TC Webinar
04/09/2025	Jockey Club Estates	0016669	6,087.60	6,087.60		501			June Rowley Drv,Exng Rd
04/09/2025	Summit Cleaning Services	1109	150.00	150.00		501			Window cleaning MH
08/09/2025	Petty Cash	300848	97.88			210		97.88	M5 PC reimbursement
11/09/2025	Duck Plumbing & Heating Limite	62499	63.00	63.00		501			PAV leak- Plant room
11/09/2025	Cooleraid Ltd	1786181	122.02	122.02		501			Annual cooler rental
11/09/2025	Locus Services Ltd	250870	1,014.00	1,014.00		501			GL Shelter Graffiti
11/09/2025	Jockey Club Estates	0016912	21,123.90	21,123.90		501			SLA Quarter 2
11/09/2025	Local Toilet Hire	71300	1,380.00	1,380.00		501			Portaloos M.Gardens
12/09/2025	N-CIS	12834	52.44	52.44		501			Monthly telephone SVCS
17/09/2025	British Gas	810243665	41.48	41.48		501			Elec Cem Aug 25
17/09/2025	Barclaycard Account	add pymt	4,419.57			208		4,419.57	payment to free up creditlimit
17/09/2025	Ely and District Model Railway	17092025	70.00	70.00		501			Ins for rail display
18/09/2025	Crown Gas and Power	3667898	144.81	144.81		501			PAV gas Aug 25
18/09/2025	Crown Gas and Power	3665448	256.59	256.59		501			MH gas Aug 25
18/09/2025	Gryphon First Aid Unit	452	100.00	100.00		501			First aid event cover
18/09/2025	Dorans Plumbing	3199	65.00	65.00		501			Clear bocked toilet.
18/09/2025	Jockey Club Estates	0016978	1,974.00	1,974.00		501			JC-Bury Rd,Exning Rd,Allotmen
18/09/2025	Adams & Eden Restoration	1309205	650.30	650.30		501			Repairing Church yard shed
18/09/2025	Newmarket BID Ltd	0071	600.00	600.00		501			Sponsorship Light Switch On
18/09/2025	Chagos Consulting Ltd	294	100.00	100.00		501			Parish Online Training
18/09/2025	Libra Security Ltd	7953	635.07	635.07		501			CCTV Contract renew & Battery
18/09/2025	Fenland Leisure Products Ltd	067803	1,760.40	1,760.40		501			Nest swing repair.
22/09/2025	Total Energies	300595726	743.09	743.09		501			MH Elec Aug 25
22/09/2025	Total Energies	3006050	36.78	36.78		501			Conv Elec Aug 25
22/09/2025	Total Energies	3005903109	28.23	28.23		501			BT Elec Aug 25
22/09/2025	Total Energies	3006079835	43.40	43.40		501			CT Elec Aug 25
22/09/2025	Total Energies	3006009237	56.02	56.02		501			Cem Elec Aug 25
22/09/2025	Total Energies	3006009248	176.37	176.37		501			Pav Elec Aug 25
22/09/2025	Stellantis FS UK	DD	575.23		95.87	4039	200	479.36	van lease payment

Payments for Month 6					Nominal Ledger				
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
25/09/2025	Aurora Managed Services	DD	8.02		1.33	4028	101	6.69	office printing fees
25/09/2025	Caskade Music	19092025	100.00	100.00		501			Tea dance Music September 25
25/09/2025	Level Up Print Ltd	2116	252.00	252.00		501			Railway 200 Banners
25/09/2025	Phs Group Plc	71630102	209.05	209.05		501			Sanibins MH
25/09/2025	Phs Group Plc	71630101	72.07	72.07		501			Sanibins Pav
25/09/2025	Phs Group Plc	71592024	19.80	19.80		501			MH D.of Care
25/09/2025	Phs Group Plc	71592023	19.80	19.80		501			Pav D of Care
25/09/2025	PKF Littlejohn LLP	SF0285	2,520.00	2,520.00		501			External Audit Fee
25/09/2025	Valhalla	0033	3,000.00	3,000.00		501			Xmas globe/sleigh
25/09/2025	Arnold Building Services Ltd	036548	660.00	660.00		501			Powrmatic Failure Callout
25/09/2025	Geared Entertainment	24092025	325.00	325.00		501			Disco- 4/12/25
25/09/2025	Newmarket District Guides	DISTGUIDES	1,000.00			4076	101	1,000.00	small grant Nkt Dist Guides
25/09/2025	Newmarket Joggers	JOGGERS	700.00			4076	101	700.00	small grant Nkt Joggers
29/09/2025	Barclaycard Account	Aug.pymt	1,028.52			208		1,028.52	Aug25 statement sweep
30/09/2025	Unity Trust Bank	BANKCHARG	14.70			4051	101	14.70	bank charges
30/09/2025	Unity Trust Bank	BANKCHARG	3.50			4051	101	3.50	1/4 cash transaction fee
Total Payments for Month			112,656.73	54,809.31	97.20			57,750.22	
Balance Carried Fwd			125,374.61						
Cashbook Totals			238,031.34	54,809.31	97.20			183,124.83	

Date: 13/11/2025

Newmarket Town Council Current Year 2025-2026

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Time 09:45

Cashbook 1

User: CEW

Current Account

For Month No: 7

Receipts for Month 7

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 :	125,374.61					125,374.61	
bacs	Banked 07/10/2025	21,276.63						
bacs	HMRC	21,276.63			105		21,276.63	HMRC VAT refund Q2
bacs	Banked 08/10/2025	390.00						
	Sales Recpts Page 2952	390.00	390.00		101			Sales Recpts Page 2952
bacs	Banked 09/10/2025	87.00						
	Sales Recpts Page 2953	87.00	87.00		101			Sales Recpts Page 2953
bacs	Banked 13/10/2025	129.98						
	Sales Recpts Page 2955	129.98	129.98		101			Sales Recpts Page 2955
bacs	Banked 13/10/2025	252.00						
	Sales Recpts Page 2956	252.00	252.00		101			Sales Recpts Page 2956
bacs	Banked 13/10/2025	168.00						
bacs	Norfolk County Chess	168.00		28.00	565		140.00	hdep/Chess 12/10/25
	Banked 14/10/2025	100,000.00						
8187436	CCLA Account	100,000.00			202		100,000.00	CCLA redemption
bacs	Banked 14/10/2025	384.00						
bacs	Local Toilet Hire	384.00		64.00	1005	208	320.00	refund for o/chg on portaloo
bacs	Banked 14/10/2025	24.00						
	Sales Recpts Page 2957	24.00	24.00		101			Sales Recpts Page 2957
bacs	Banked 15/10/2025	201.30						
	Sales Recpts Page 2954	201.30	201.30		101			Sales Recpts Page 2954
bacs	Banked 17/10/2025	583.20						
	Sales Recpts Page 2958	583.20	583.20		101			Sales Recpts Page 2958
bacs	Banked 17/10/2025	981.00						
	Sales Recpts Page 2960	981.00	981.00		101			Sales Recpts Page 2960
bacs	Banked 20/10/2025	4,000.00						
bacs	Suffolk County Council	4,000.00			1174	208	4,000.00	LB AD/RH-conveniences
bacs	Banked 20/10/2025	1,000.00						
	Sales Recpts Page 2959	1,000.00	1,000.00		101			Sales Recpts Page 2959
bacs	Banked 22/10/2025	105.00						
bacs	Nkt & District Swimming Club	105.00		17.50	565		87.50	hdep/SwimClub 7/11/25
Total Receipts for Month		129,582.11	3,648.48	109.50			125,824.13	
Cashbook Totals		254,956.72	3,648.48	109.50			251,198.74	

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Payments for Month 7

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
01/10/2025	Cloudy IT	09188	827.63	827.63		501			CloudyIT-Oct 25
03/10/2025	Anglian Water Business Nationa	15258519	71.69	71.69		501			PAV Water APR-JUL 25
03/10/2025	EAS UK Asbestos	59	36.00	36.00		501			Lift- Asbestos survey
03/10/2025	Abbey Security Services Ltd	43776	641.06	641.06		501			Security Services for Sept 25
03/10/2025	Abbey Security Services Ltd	43712	810.00	810.00		501			Annual Keyholding
03/10/2025	West Suffolk Council	1335407	250.00	250.00		501			TC Parking Permit
03/10/2025	Heath Court Hotel	008770	340.00	340.00		501			Lexlink Lunch
03/10/2025	Newmarket Plant Hire Ltd	697944	524.64	524.64		501			Hire of Hall heaters
03/10/2025	Thurlow Nunn Standen Ltd	487539	30.24	30.24		501			General Supplies
03/10/2025	Kalkwik	102856	222.00	222.00		501			Hosting of website- Nmkt Venue
03/10/2025	Pitkin & Ruddock	0013568	302.40	302.40		501			Service to AC equipment
03/10/2025	Pitkin & Ruddock	0013567	148.80	148.80		501			Service to AC Equipment
03/10/2025	Phillip Green	21025	120.00	120.00		501			September- Maintaining
03/10/2025	EAS UK Asbestos	59	324.00	324.00		501			Lift- Asbestos survey
08/10/2025	West Suffolk Council	1335641	14,851.61	14,851.61		501			Quarter 2-WSC SLA
08/10/2025	Sparr Catering	24092025	49.50	49.50		501			Lunch 24/09/2025
08/10/2025	Sparr Catering	28092025	840.00	840.00		501			American Twinning Reception
08/10/2025	EAS UK ASBESTOS	A61	600.00	600.00		501			Asbestos Removal
08/10/2025	Thurlow Nunn Standen Ltd	488068	32.85	32.85		501			Cleaner & Fuel
08/10/2025	C & C Consulting Services Ltd	52260	714.00	714.00		501			Fire training
09/10/2025	Ellen Downes	SECDEPDO	200.00			566		200.00	secdep return/Downes- Hill
12/10/2025	N-CIS	12925	50.17	50.17		501			Phone charges/IT
15/10/2025	In and Out Lifts	25.229	9,418.80	9,418.80		501			Deposit- lift removal service
15/10/2025	Banner Business Solutions Ltd	04317517	66.56	66.56		501			Copier paper
15/10/2025	Abbey Security Services Ltd	43855	1,425.90	1,425.90		501			Stewards for LUMINI
15/10/2025	Suffolk Association of Local C	30635	43.20	43.20		501			DTC Funding Training
15/10/2025	Cozens (UK) Ltd	1022	5,280.00	5,280.00		501			Christmas Lights 2025
15/10/2025	PPL PRS LTD	3171549	1,617.56	1,617.56		501			Royalty Licence 25/26
15/10/2025	Triple Threat Theatre	151025	250.00	250.00		501			Xmas entertaintment
15/10/2025	Latta Hire Limited	various	1,745.04	1,745.04		501			Portaloo hire
16/10/2025	Crown Gas and Power	3691412	460.41	460.41		501			MH gas Sept25
16/10/2025	Crown Gas and Power	3689965	81.14	81.14		501			PAV gas Sept25
17/10/2025	British Gas	603922137	77.97	77.97		501			CEM elec Sept25
21/10/2025	Total Energies	3006079835	42.76	42.76		501			CT elec Sept25
21/10/2025	Total Energies	3006050620	38.03	38.03		501			CONV elec Sept25
21/10/2025	Total Energies	3006009248	125.04	125.04		501			PAV elec Sept25
21/10/2025	Total Energies	3006009237	57.90	57.90		501			CEM elec Sept25
21/10/2025	Total Energies	3005957526	797.06	797.06		501			MH elec Sept25
21/10/2025	Total Energies	3005903109	27.32	27.32		501			BT elec Sept25
22/10/2025	Stellantis FS UK	DD	575.23		95.87	4039	200	479.36	van lease
28/10/2025	Arnold Building Services Ltd	33716	780.00	780.00		501			Air heaters repairs
28/10/2025	Sparr Catering	15102025	72.00	72.00		501			Catered lunch for 8.10.25
28/10/2025	Doxbond (Cambridge)	12190	39.60	39.60		501			Waste bags
28/10/2025	Ken Booth & Co Ltd	479296	409.85	409.85		501			Cleaning supplies
28/10/2025	Locus Services Ltd	250969	474.00	474.00		501			War memorial- Faeces

Payments for Month 7

Nominal Ledger

<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>
28/10/2025	Anglian Water Business Nationa	15705793	24.48	24.48		501			removal Water cem July-Oct 25
28/10/2025	Stannah	1100000282	14,414.40	14,414.40		501			Replace lift
28/10/2025	Dorans Plumbing	3233	517.48	517.48		501			PAV watering update
28/10/2025	Anglian Water Business Nationa	15638426	105.29	105.29		501			PAV Water Jul-Oct 25
28/10/2025	Anglian Water Business Nationa	15693673	67.37	67.37		501			Cem Water Jul-Oct 25
28/10/2025	Woolpit Nurseries Ltd	10631	2,439.06	2,439.06		501			Winter Planting
28/10/2025	Harrisons Packaging	6361945	252.00	252.00		501			Dog waste enviro bags
28/10/2025	House of Flags	1256007848	2,634.00	2,634.00		501			Flagpole Annual Servicing
28/10/2025	Newprint Ltd	1528542	60.00	60.00		501			A5 Leaflets
28/10/2025	Caskade Music	24102025	100.00	100.00		501			Tea Dance Music Oct 25
28/10/2025	Iliffe Media Publishing Ltd	12979	299.56	299.56		501			R.drive MPlan
28/10/2025	Libra Security Ltd	8054	2,284.49	2,284.49		501			PAV fire & Intruder
28/10/2025	British Gas	815010138	33.36	33.36		501			Cem elec Sep-Oct 25
29/10/2025	Staff Salary Account	salaries	50,000.00			204		50,000.00	salaries topup
29/10/2025	Barclaycard Account	creditcard	2,804.27			208		2,804.27	creditcard sweep payment
31/10/2025	Unity Trust Bank	BANKCHARG	16.80			4051	101	16.80	UTB bank fees
31/10/2025	Hunter Douglas(Hillary's Blind	CREDITNOTE	-3,827.30		-637.88	4036	120	-3,189.42	CN-dep pd for MH blinds
31/10/2025	Petty Cash	PCASH M7	105.00			210		105.00	Petty Cash reimbursement M7
Total Payments for Month			118,222.22	68,348.22	-542.01			50,416.01	
Balance Carried Fwd			136,734.50						
Cashbook Totals			254,956.72	68,348.22	-542.01			187,150.51	

Receipts for Month 6				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		150.00					150.00	
	Banked 08/09/2025	97.88						
300848	Current Account	97.88			201		97.88	M5 PC reimbursement
Total Receipts for Month		97.88	0.00	0.00			97.88	
Cashbook Totals		247.88	0.00	0.00			247.88	

Payments for Month 6					Nominal Ledger				
<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>
09/09/2025	Petty Cash M6	PCASHM6	97.88		16.31	4181	307	81.57	PCash/LEXLINK visit gifts
Total Payments for Month			97.88	0.00	16.31			81.57	
Balance Carried Fwd			150.00						
Cashbook Totals			247.88	0.00	16.31			231.57	

Receipts for Month 7				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 31/10/2025	105.00					
PCASH M7	Current Account	105.00			201		105.00 Petty Cash reimbursement M7
Total Receipts for Month		105.00	0.00	0.00			105.00
Cashbook Totals		255.00	0.00	0.00			255.00

Payments for Month 7				Nominal Ledger					
<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>
31/10/2025	Petty Cash M7	PCASHM7	105.00		3.67	4078	120	5.00	PCash/event refreshments
						4089	209	78.00	PCash/NNP parking-over one yr.
						4181	307	18.33	PCash/flowers-LEXLINK receptio
Total Payments for Month			105.00	0.00	3.67			101.33	
Balance Carried Fwd			150.00						
Cashbook Totals			255.00	0.00	3.67			251.33	

Receipts for Month 6				Nominal Ledger Analysis				
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		4,228.10					4,228.10	
	Banked 03/09/2025	50,000.00						
topup	Current Account	50,000.00			201		50,000.00	salary acc topup
Total Receipts for Month		50,000.00	0.00	0.00			50,000.00	
Cashbook Totals		54,228.10	0.00	0.00			54,228.10	

Payments for Month 6				Nominal Ledger				
<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>
24/09/2025	Net Salaries M6	NETSAL M6	13,606.79			516		13,606.79 Net Salaries M6
24/09/2025	HMRC M6	1108662606	6,279.73			515		6,279.73 HMRC M6
29/09/2025	Peoples Partnership WPP M6	DD WPP M6	1,801.96			514		1,801.96 Peoples Partnership WPP M6
30/09/2025	Unity Trust Bank	BANKCHARG	7.35			4051	101	7.35 bank charges
Total Payments for Month			21,695.83	0.00	0.00			21,695.83
Balance Carried Fwd			32,532.27					
Cashbook Totals			54,228.10	0.00	0.00			54,228.10

Receipts for Month 7

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 :	32,532.27					32,532.27	
	Banked 29/10/2025	50,000.00						
salaries	Current Account	50,000.00			201		50,000.00	salaries topup
Total Receipts for Month		50,000.00	0.00	0.00			50,000.00	
Cashbook Totals		82,532.27	0.00	0.00			82,532.27	

Payments for Month 7					Nominal Ledger				
<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>
13/10/2025	Net Salaries M7	NETSAL M7	12,878.86			516		12,878.86	Net Salaries M7
13/10/2025	HMRC M7	1108662607	5,843.86			515		5,843.86	HMRC M7
16/10/2025	People's Partnership WPP M7	WPP M7	1,686.91			514		1,686.91	People's Partnership WPP M7
31/10/2025	Unity Trust Bank	BANKCHARG	7.35			4051	101	7.35	UTB bank fees
Total Payments for Month			20,416.98	0.00	0.00			20,416.98	
Balance Carried Fwd			62,115.29						
Cashbook Totals			82,532.27	0.00	0.00			82,532.27	

Receipts for Month 6				Nominal Ledger Analysis			
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u> <u>Transaction Detail</u>
	Banked 17/09/2025	4,419.57					
add pymt	Current Account	4,419.57			201		4,419.57 payment to free up creditlimit
	Banked 29/09/2025	1,028.52					
Aug.pymt	Current Account	1,028.52			201		1,028.52 Aug25 statement sweep
Total Receipts for Month		5,448.09	0.00	0.00			5,448.09
Balance Carried Fwd		2,763.06					
Cashbook Totals		8,211.15	0.00	0.00			8,211.15

Date: 13/11/2025

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Barclaycard Account

For Month No: 6

Payments for Month 6

Nominal Ledger

<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>
		Balance Brought Fwd :	986.23					986.23	
02/09/2025	card/Wolseley	CC261387	13.03		2.17	4037	202	10.86	card/tap connector for cem
04/09/2025	card/Adobe	CC261388	97.06		16.18	4025	101	80.88	card/Acrobat licence
04/09/2025	card/PRIME	PRIMESUBS	8.99			4025	101	8.99	card/PRIME subs
05/09/2025	card/RBL	CC261389	49.98		8.33	4079	101	41.65	card/Rem Day wreaths
05/09/2025	card/Currys	CC261390	748.00		124.67	4038	120	623.33	card/washer&dryer
05/09/2025	card/4 Our House	CC261391	53.94		8.99	4038	120	44.95	card/Hotpoint stacking kit
08/09/2025	card/Amazon	CC261392	10.44		1.74	4037	306	8.70	card/gripfill
08/09/2025	card/Scotsdales	CC261393	21.99		1.17	4037	306	20.82	card/paving slab and delivery
08/09/2025	card/PDFAID	PDFSUBS	49.00			4025	101	49.00	card/PDFAID subs
09/09/2025	card/MDs Grocery	CC261394	1.49			4020	102	1.49	card/milk
11/09/2025	card/Amazon	CC261395	6.12		1.02	4023	101	5.10	card/punched pockets
11/09/2025	card/Amazon	CC261418	9.20		1.53	4016	120	7.67	card/cleaning cloths
16/09/2025	card/RBL Poppy Apeal	CC261396	100.00		16.67	4079	101	83.33	card/2x wreaths
16/09/2025	card/Amazon	CC261397	27.80		4.64	4016	120	23.16	card/2 x wastebins
16/09/2025	card/Amazon	CC261398	4.99		0.83	4023	101	4.16	card/staples
16/09/2025	card/Amazon	CC261399	19.77		3.30	4016	120	16.47	card/mop&mopheads
16/09/2025	card/Furniture at Work	CC261400	171.60		28.60	4038	120	143.00	card/folding chair trolley
16/09/2025	card/Autozone	CC261401	4.50		0.75	4041	306	3.75	card/sandpaper
17/09/2025	card/Wolseley	CC261402	28.06		4.68	4037	202	23.38	card/tap connector
18/09/2025	card/Tescos	CC261403	33.40		1.75	4443	301	31.65	card/teadance supplies
18/09/2025	card/The Glow Company	CC261404	7.93		1.32	4079	101	6.61	card/2x wreath hangers
19/09/2025	card/Shutterly Fabulous	CC261409	4,419.00		736.50	4038	120	3,682.50	card/50% dep for hall shutters
19/09/2025	card/Shutterly Fabulous	CC261409	0.57		0.10	4038	120	0.47	card/Main hall shutters
22/09/2025	card/Suffolk CC	CC261405	170.00			4037	207	170.00	card/Highways licence
23/09/2025	card/Tolllys Flowers	CC261406	40.00			4064	101	40.00	card/flowers
23/09/2025	card/Amazon	CC261407	10.56		1.76	4016	120	8.80	card/solvent spray
23/09/2025	card/NHRM	CC261408	161.94		26.99	4181	307	134.95	card/LEXLINK gifts
24/09/2025	card/Wolseley	CC261410	110.72		18.45	4036	120	92.27	card/toilet seat
25/09/2025	card/Majestic Wines	CC261411	721.50		120.25	4181	307	601.25	card/wine&glasses-LEXLINK rec
25/09/2025	card/Amazon	CC261412	32.97		5.49	4023	101	27.48	card/A3 paper reams
25/09/2025	card/Amazon	CC261413	10.44		1.74	4037	306	8.70	card/Gripfill
25/09/2025	card/Amazon	CC261414	79.99		13.33	4029	200	66.66	card/socket converter
26/09/2025	card/Majestic	CC261415	63.95		8.33	4181	307	55.62	card/icebuckets&ice
26/09/2025	card/Tindalls	CC261416	15.98		2.66	4023	101	13.32	card/name placecards
26/09/2025	card/Amazon/refund	CC261417	-79.99		-13.33	4029	200	-66.66	card/refund cable
Total Payments for Month			7,224.92	0.00	1,150.61			6,074.31	
Cashbook Totals			8,211.15	0.00	1,150.61			7,060.54	

Receipts for Month 7				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 29/10/2025	2,804.27					
creditcard	Current Account	2,804.27			201		2,804.27 creditcard sweep payment
Total Receipts for Month		2,804.27	0.00	0.00			2,804.27
Balance Carried Fwd		369.30					
Cashbook Totals		3,173.57	0.00	0.00			3,173.57

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Barclaycard Account

For Month No: 7

Payments for Month 7

Nominal Ledger

<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>
Balance Brought Fwd :			2,763.06					2,763.06	
02/10/2025	card/Wickes	CC261419	11.95		1.99	4037	202	9.96	card/cement-cem path
02/10/2025	card/go Custom	CC261420	93.59		15.60	4010	102	77.99	card/TK jacket
04/10/2025	card/Adobe	CC261422	97.06		16.18	4025	101	80.88	card/acropo subs
04/10/2025	card/PRIME lic	CC26PRIME	8.99			4025	101	8.99	card/PRIME lic
06/10/2025	card/MD Nkt	CC261421	1.99			4020	102	1.99	card/milk
06/10/2025	card/PDFAID.com	PDFAID	49.00			4025	101	49.00	card/PDFAID.com
07/10/2025	card/Amazon	CC261423	19.18		3.20	4028	103	15.98	card/Fire Safety logbooks
07/10/2025	card/Majestic Wines	CC261424	-474.04		-79.01	4181	307	-395.03	card/Majestic refund
07/10/2025	card/Majestic Wines	CC261425	-50.00		-8.33	4181	307	-41.67	card/refund ice bucket hire
08/10/2025	card/Amazon	CC261427	46.95		7.83	4016	120	39.12	card/urinal unblocker
08/10/2025	card/Amazon	CC261428	11.56			4078	120	11.56	card/sugar cubes(events)
08/10/2025	card/Amazon	CC261429	39.98		6.66	4038	120	33.32	card/White event mugs
09/10/2025	card/Amazon	CC261430	4.93		0.82	4028	103	4.11	card/sharps bin
13/10/2025	card/Amazon	CC261434	114.81		19.14	4095	302	95.67	card/xmas lighting
14/10/2025	card/Savers	CC261431	6.69		1.12	4016	120	5.57	card/laundry tablets
14/10/2025	card/Post Office	CC261432	2.50			4023	101	2.50	card/parcel tape
14/10/2025	card/Post Office	CC261433	13.60			4022	101	13.60	card/stamps
14/10/2025	card/Tescos	CC261450	5.55			4443	301	5.55	card/teadance supplies
16/10/2025	card/Newmarket Paint Co.	CC261435	31.32		5.22	4036	120	26.10	card/paint for hall
16/10/2025	card/Tescos	CC261436	4.65			4020	102	4.65	card/teabags
21/10/2025	card/Tescos	CC261437	1.20			4020	102	1.20	card/milk
22/10/2025	card/TG Jones	CC261438	50.00			4079	101	50.00	card/gift cards(rem day)
23/10/2025	card/Tesco	CC261439	24.48		1.50	4443	301	22.98	card/teadance supplies
27/10/2025	card/Amazon	CC261440	9.88		1.65	4443	301	8.23	card/napkins-teadance
27/10/2025	card/Amazon	CC261441	3.99		0.67	4023	101	3.32	card/raffle ticket book
28/10/2025	card/Suffolk county council	CC261442	170.00			4037	207	170.00	card/highways licence-signage
29/10/2025	card/Shoe Doctor	CC261443	20.00		3.33	4036	120	16.67	card/key cutting
30/10/2025	card/TG Jones	CC261444	14.49		2.42	4023	101	12.07	card/USB
30/10/2025	card/Amazon	CC261445	10.99		1.83	4023	101	9.16	card/lanyards
30/10/2025	card/Amazon	CC261446	6.49		1.08	4023	101	5.41	card/laptop stand
31/10/2025	card/Amazon	CC261447	19.47		3.24	4023	101	16.23	card/3xlaptop stands
31/10/2025	card/West Suffolk Council	CC261449	10.00			4039	200	10.00	card/parking van - All Saints
31/10/2025	card/adjustments	ADJ-MARCH2	29.26		4.88	4023	101	24.38	card/adjustments-March25
Total Payments for Month			410.51	0.00	11.02			399.49	
Cashbook Totals			3,173.57	0.00	11.02			3,162.55	

Receipts for Month 6					Nominal Ledger Analysis			
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		1,140,423.05					1,140,423.05	
bacs Banked 02/09/2025		3,971.83						
bacs CCLA		3,971.83			4051	101	3,971.83	CCLA reinvestment
Total Receipts for Month		3,971.83	0.00	0.00			3,971.83	
Cashbook Totals		<u>1,144,394.88</u>	<u>0.00</u>	<u>0.00</u>			<u>1,144,394.88</u>	

Payments for Month 6					Nominal Ledger				
<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>
09/09/2025	Current Account	CCLA	100,000.00			201		100,000.00	account topup
Total Payments for Month			100,000.00	0.00	0.00			100,000.00	
Balance Carried Fwd			1,044,394.88						
Cashbook Totals			1,144,394.88	0.00	0.00			1,144,394.88	

Receipts for Month 7					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 :		1,044,394.88					1,044,394.88	
bacs Banked 02/10/2025		3,542.84						
bacs CCLA		3,542.84			1190	101	3,542.84	CCLA PDSF reinvestment
Total Receipts for Month		3,542.84	0.00	0.00			3,542.84	
Cashbook Totals		<u>1,047,937.72</u>	<u>0.00</u>	<u>0.00</u>			<u>1,047,937.72</u>	

Payments for Month 7				Nominal Ledger				
<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>
14/10/2025	Current Account	8187436	100,000.00			201		100,000.00 CCLA redemption
Total Payments for Month			100,000.00	0.00	0.00			100,000.00
Balance Carried Fwd			947,937.72					
Cashbook Totals			1,047,937.72	0.00	0.00			1,047,937.72

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Detailed Income & Expenditure by Budget Heading as at 30/10/2025

Month No: 7

Committee Report F&P

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>Finance & Policy</u>								
<u>100 Precept</u>								
1176 Precept Received	0	1,006,971	1,006,971	0			100.0%	
Precept :- Income	0	1,006,971	1,006,971	0			100.0%	0
Net Income	0	1,006,971	1,006,971	0				
<u>101 Administration</u>								
1103 Rent Receivable	0	0	100	100			0.0%	
1190 Interest Received	3,543	25,759	0	(25,759)			0.0%	
Administration :- Income	3,543	25,759	100	(25,659)			25758.8	0
4008 Staff Training	36	266	3,000	2,734		2,734	8.9%	
4009 Staff Travel	0	11	250	239		239	4.3%	
4018 Software/Computer Consumables	0	226	2,500	2,274		2,274	9.1%	
4019 New IT System/Hardware	0	0	10,000	10,000		10,000	0.0%	
4021 Telephone	42	301	2,500	2,199		2,199	12.0%	
4022 Postage	14	33	500	467		467	6.6%	
4023 Stationery	129	549	1,750	1,201		1,201	31.4%	
4025 Subscriptions&Licences	2,043	9,915	15,000	5,085		5,085	66.1%	
4026 Insurance	0	0	10,500	10,500		10,500	0.0%	
4028 Office Maintenance	2,644	8,327	10,000	1,673		1,673	83.3%	
4030 Recruitment Advertising	0	67	1,000	933		933	6.7%	
4051 Bank Charges/Interest	24	175	350	175		175	50.0%	
4056 Legal Expenses	0	0	12,000	12,000		12,000	0.0%	
4057 Audit & Accountancy Fees	0	3,382	3,850	468		468	87.8%	
4058 Professional Fees	0	50	2,000	1,950		1,950	2.5%	
4059 web site	185	950	1,000	50		50	95.0%	
4060 Councillors Training	0	0	600	600		600	0.0%	
4061 Councillors Expenses	0	0	200	200		200	0.0%	
4062 Civic Regalia	0	0	2,000	2,000		2,000	0.0%	
4064 Town Mayor's Allowance	0	119	1,000	881		881	11.9%	
4073 Shopfront Imp Grant Scheme	0	2,096	0	(2,096)		(2,096)	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	14,200	15,000	800		800	94.7%	
4077 Marketing	0	210	5,000	4,790		4,790	4.2%	
4079 Remembrance Event Expenses	50	242	2,500	2,258		2,258	9.7%	
4090 Biodegradable Dog Poo Bags	210	440	1,000	560		560	44.0%	
4113 Rolling Capital Reserve	0	0	10,000	10,000		10,000	0.0%	

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	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4118 Youth Strategy	0	2,390	8,000	5,610		5,610	29.9%	
4180 Civic Functions	0	9,409	2,500	(6,909)		(6,909)	376.4%	
4220 Discover Nmkt Stakeholder Fee	0	5,000	5,000	0		0	100.0%	
4221 CCTV WSC SLA Monitoring	1,345	2,691	5,298	2,607		2,607	50.8%	
Administration :- Indirect Expenditure	6,722	66,047	140,298	74,251	0	74,251	47.1%	0
Net Income over Expenditure	(3,179)	(40,289)	(140,198)	(99,909)				
<u>103 Health & Safety</u>								
4020 Misc. Staff Costs	0	0	500	500		500	0.0%	
4028 Office Maintenance	20	118	200	82		82	58.9%	
4058 Professional Fees	595	4,328	5,000	672		672	86.6%	
Health & Safety :- Indirect Expenditure	615	4,446	5,700	1,254	0	1,254	78.0%	0
Net Expenditure	(615)	(4,446)	(5,700)	(1,254)				
Finance & Policy :- Income	3,543	1,032,730	1,007,071	(25,659)			102.5%	
Expenditure	7,337	70,493	145,998	75,505	0	75,505	48.3%	
Movement to/(from) Gen Reserve	(3,794)	962,236	861,073	(101,163)				
Grand Totals:- Income	3,543	1,032,730	1,007,071	(25,659)			102.5%	
Expenditure	7,337	70,493	145,998	75,505	0	75,505	48.3%	
Net Income over Expenditure	(3,794)	962,236	861,073	(101,163)				
Movement to/(from) Gen Reserve	(3,794)	962,236	861,073	(101,163)				

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent
<u>Finance & Policy</u>							
Income	3,543	1,032,730	1,007,071	(25,659)			102.5%
Expenditure	7,337	70,493	145,998	75,505	0	75,505	48.3%
Net Income over Expenditure	<u>(3,794)</u>	<u>962,236</u>	<u>861,073</u>	<u>(101,163)</u>			
plus Transfer from EMR	0	0	0	0			
less Transfer to EMR	0	0	0	0			
Movement to/(from) Gen Reserve	<u>(3,794)</u>	<u>962,236</u>	<u>861,073</u>	<u>(101,163)</u>			

Community Services

Income	11,531	47,172	66,030	18,858			71.4%
Expenditure	28,764	219,338	392,097	172,759	0	172,759	55.9%
Net Income over Expenditure	<u>(17,233)</u>	<u>(172,166)</u>	<u>(326,067)</u>	<u>(153,901)</u>			
plus Transfer from EMR	0	43,564	0	(43,564)			
less Transfer to EMR	0	0	0	0			
Movement to/(from) Gen Reserve	<u>(17,233)</u>	<u>(128,602)</u>	<u>(326,067)</u>	<u>(197,465)</u>			

Leisure Services

Income	6,392	27,675	28,000	325			98.8%
Expenditure	25,637	228,896	241,064	12,168	0	12,168	95.0%
Net Income over Expenditure	<u>(19,245)</u>	<u>(201,221)</u>	<u>(213,064)</u>	<u>(11,843)</u>			
plus Transfer from EMR	0	13,870	0	(13,870)			
less Transfer to EMR	0	0	0	0			
Movement to/(from) Gen Reserve	<u>(19,245)</u>	<u>(187,351)</u>	<u>(213,064)</u>	<u>(25,713)</u>			

Human Resources

Income	0	0	0	0			0.0%
Expenditure	20,704	146,062	311,942	165,880	0	165,880	46.8%
Net Income over Expenditure	<u>(20,704)</u>	<u>(146,062)</u>	<u>(311,942)</u>	<u>(165,880)</u>			
plus Transfer from EMR	0	0	0	0			
Movement to/(from) Gen Reserve	<u>(20,704)</u>	<u>(146,062)</u>	<u>(311,942)</u>	<u>(165,880)</u>			

Development & Planning

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent
Income	0	0	0	0			0.0%
Expenditure	388	388	10,000	9,612	0	9,612	3.9%
Movement to/(from) Gen Reserve	<u>(388)</u>	<u>(388)</u>	<u>(10,000)</u>	<u>(9,612)</u>			
Grand Totals:- Income	21,466	1,107,577	1,101,101	(6,476)			100.6%
Expenditure	82,830	665,177	1,101,101	435,924	0	435,924	60.4%
Net Income over Expenditure	<u>(61,364)</u>	<u>442,400</u>	<u>0</u>	<u>(442,400)</u>			
plus Transfer from EMR	0	57,434	0	(57,434)			
less Transfer to EMR	0	0	0	0			
Movement to/(from) Gen Reserve	<u>(61,364)</u>	<u>499,834</u>	<u>0</u>	<u>(499,834)</u>			

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
<u>Current Assets</u>		
101	Debtors	2,808
105	Vat Due	9,096
201	Current Account	136,735
202	CCLA Account	947,938
204	Staff Salary Bank Account	62,115
208	Barclaycard Account	(369)
210	Petty Cash	150
	Total Current Assets	1,158,473
<u>Current Liabilities</u>		
501	Creditors	(1)
565	Bookings Deposit	627
566	Damage Deposit	600
	Total Current Liabilities	1,226
	Net Current Assets	1,157,247
	Total Assets less Current Liabilities	1,157,247

Represented by :-

301	Current Year Fund	165,614
310	General Fund	430,352
311	EMR Play Equipment	32,449
312	EMR Bill Tutte	1
313	EMR Town Regeneration	1
314	EMR Youth Strategy	10,363
315	EMR YBR/Orchard	1
316	EMR Clocks/Memorials	7,205
317	EMR Buildings-M Hall Fund	21,815
318	EMR Buildings - Pavilion Fund	36,563
319	EMR Disused Churchyard	11,668
320	EMR Cooper Memorial	2,008
321	EMR Grants	22,651
322	EMR Street Lighting	3,500
323	EMR Allotments	2,839
324	EMR IT Upgrade Fund	30,000
325	EMR Public Realm	65,510
326	EMR Elections	21,428
327	EMR Legends of the Turf	1,614
328	EMR Vehicle Replacement	5,760
329	EMR Shopfront Imp Grant	8,861
330	EMR Cemetery	33,654
331	EMR Town Improvement	1
332	EMR HR/Recruitment	30,000
333	EMR Carnival	13,428
334	EMR Christmas Lights	2,679
335	EMR Winter Event	26,000
336	EMR Events-General	10,000
337	EMR MLF Twinning	597
338	EMR War Memorial	1
339	EMR Town Tourism	5,000
340	EMR RPZ Underwriting Fund	18,000

Detailed Balance Sheet - Excluding Stock Movement

Month 7 Date as at 31/10/2025

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
341	EMR Water Feature	4,971
342	EMR Memorial Gardens	13,034
343	EMR Workwear	472
344	EMR Asset Sales	1,728
345	EMR Cinema Kit Fund	1,000
346	EMR Public Conveniences	32,000
347	EMR Several Grounds/Fence	1
348	EMR Nkt Neighbourhood Plan	6,498
349	EMR Legal/Professional Fees	12,000
350	EMR Lift	30,000
351	EMR Market	32,000
352	EMR Highways	3,980
353	EMR Civic regalia/events	1
Total Equity		<u>1,157,247</u>

		2023/2024	2023/2024	2024/2025	2024/2025	2025/2026	2024/2025	2024/2025	2026/2027	% change	
		Budget	Actual	Budget	Actual	Budget	Year to Date as at 30/9/2025	Projected Actual at 31/3/2026	Proposed Budget		
101	Administration										
4008	Staff Training	£ 3,000.00	£ 949.00	£ 2,000.00	£ 2,276.00	£ 3,000.00	£ 230.00	£ 1,500.00	£ 3,000.00	0%	
4009	Staff Travel	£ 250.00	£ 59.00	£ 250.00	£ 29.00	£ 250.00	£ 11.00	£ 100.00	£ 200.00	-20%	
4018	Software/Computer Consumables	£ 2,500.00	£ 1,161.00	£ 2,500.00	£ 571.00	£ 2,500.00	£ 226.00	£ 2,500.00	£ 2,500.00	0%	IT upgrade Phase 2
4019	New IT System/Hardware	£ 7,500.00	£ 18,750.00	£ 10,000.00	£ -	£ 10,000.00	£ -	£ -	£ 10,000.00	0%	
4021	Telephone and Fax	£ 2,000.00	£ 1,967.00	£ 2,500.00	£ 889.00	£ 2,500.00	£ 259.00	£ 800.00	£ 1,000.00	-60%	
4022	Postage	£ 1,000.00	£ 197.00	£ 750.00	£ 549.00	£ 500.00	£ 19.00	£ 550.00	£ 500.00	0%	
4023	Stationery	£ 2,000.00	£ 689.00	£ 1,750.00	£ 1,809.00	£ 1,750.00	£ 421.00	£ 1,500.00	£ 1,800.00	3%	
4025	Subscriptions&Licences	£ 9,643.00	£ 11,987.00	£ 8,550.00	£ 14,393.00	£ 15,000.00	£ 7,871.00	£ 8,000.00	£ 17,000.00	13%	realignment
4026	Insurance	£ 9,500.00	£ 9,419.00	£ 10,000.00	£ 9,418.00	£ 10,500.00	£ -	£ 10,500.00	£ 10,500.00	0%	
4028	Office Maintenance	£ 12,500.00	£ 10,615.00	£ 13,250.00	£ 12,480.00	£ 10,000.00	£ 5,683.00	£ 12,500.00	£ 13,000.00	30%	realignment
4030	Recruitment Advertising	£ 1,000.00	£ 2,084.00	£ 1,000.00	£ 2,704.00	£ 1,000.00	£ 67.00	£ 1,000.00	£ 1,000.00	0%	
4051	Bank Charges/Interest	£ 300.00	£ 328.00	£ 300.00	£ 321.00	£ 350.00	£ 151.00	£ 300.00	£ 400.00	14%	
4056	Legal Expenses	£ 12,000.00	£ 4,298.00	£ 12,000.00	£ -	£ 12,000.00	£ -	£ 3,000.00	£ 5,000.00	-58%	Field Terrace/RPZ underwriting fund/allotment lease/Fitzroy prop
4057	Audit & Accountancy Fees	£ 3,850.00	£ 3,575.00	£ 3,850.00	£ 3,497.00	£ 3,850.00	£ 3,382.00	£ 3,850.00	£ 3,900.00	1%	
4058	Professional Fees	£ -	£ 23.00	£ 2,000.00	£ -	£ 2,000.00	£ 50.00	£ 400.00	£ 1,000.00	-50%	
4059	web site	£ 1,000.00	£ 891.00	£ 1,000.00	£ 670.00	£ 1,000.00	£ 765.00	£ 1,000.00	£ 2,000.00	100%	
4060	Councillors Training	£ 600.00	£ 255.00	£ 600.00	£ -	£ 600.00	£ -	£ -	£ 600.00	0%	
4061	Councillors Expenses	£ 200.00	£ -	£ 200.00	£ 10.00	£ 200.00	£ -	£ 100.00	£ 200.00	0%	
4062	Civic Regalia	£ 325.00	£ -	£ 500.00	£ -	£ 2,000.00	£ -	£ -	£ 2,000.00	0%	new Mayor's chain required
4064	Town Mayor's Allowance	£ 1,000.00	£ 196.00	£ 1,000.00	£ 615.00	£ 1,000.00	£ 119.00	£ 500.00	£ 1,000.00	0%	
4074	Grant - Bill Tutte Scholarship	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ -	£ 1,000.00	£ 1,000.00	0%	annual scholarship fund
4075	Grant to CAB	£ 5,000.00	£ 5,000.00	£ 5,000.00	£ 5,000.00	£ 5,000.00	£ 5,000.00	£ 5,000.00	£ 5,000.00	0%	annual grant agreement
4076	Grants	£ 4,000.00	£ 7,450.00	£ 5,000.00	£ 12,400.00	£ 15,000.00	£ 14,200.00	£ 15,000.00	£ 15,000.00	0%	to cater for increased applications
4220	Discover Newmarket Stakeholder Fee	£ 5,000.00	£ 5,000.00	£ 5,000.00	£ 5,000.00	£ 5,000.00	£ 5,000.00	£ 5,000.00	£ 5,000.00	0%	
4221	CCTV WSC SLA Monitoring	£ 4,300.00	£ 4,300.00	£ 4,560.00	£ 5,250.00	£ 5,298.00	£ 1,345.00	£ 5,380.00	£ 6,000.00	13%	
4077	Marketing	£ 3,000.00	£ 1,996.00	£ 5,000.00	£ 1,733.00	£ 5,000.00	£ 210.00	£ 2,000.00	£ 5,000.00	0%	includesLamp banners - poss inst of 6/8 for promotion banners
4079	Remembrance Event Expenses	£ 2,500.00	£ 1,911.00	£ 2,500.00	£ 1,921.00	£ 2,500.00	£ 192.00	£ 2,000.00	£ 2,500.00	0%	
4090	Biodegradable Dog Poo Bags	£ 500.00	£ 650.00	£ 600.00	£ 1,341.00	£ 1,000.00	£ 230.00	£ 1,000.00	£ 1,500.00	50%	
4093	Sumup Commission (card payments)	£ 50.00	£ 15.00	£ 50.00	£ 1.00	£ -	£ -	£ -	£ -		no longer required
4097	Election costs	£ 5,032.00	£ 5,032.00	£ 2,500.00	£ -	£ -	£ -	£ -	£ 2,500.00		healthy EMR Elections balance
4180	Civic Functions	£ 2,124.00	£ 2,245.00	£ 2,500.00	£ -	£ 2,500.00	£ 9,409.00	£ -	£ 2,500.00	0%	
4113	Capital Reserve	£ 10,000.00	£ -	£ 10,000.00	£ -	£ 10,000.00	£ -	£ -	£ 10,000.00	0%	Recommended by the int auditors to increase general reserve
NEW	NTC Councillor Locality Budgets								£ 9,000.00		no longer required
4118	Youth Strategy	£ 6,728.00	£ 1,728.00	£ 6,728.00	£ 31,365.00	£ 8,000.00	£ 2,390.00	£ 5,000.00	£ 8,000.00	0%	TeenChill youth worker/ youth shelter contrib
4114	Other Projects / Reserves	£ -	£ -	£ 15,000.00	£ -	£ -	£ -	£ -	£ 10,000.00	0%	to be vired to relevant codes on resolution
	Expenditure	£ 119,402.00	£ 103,770.00	£ 139,438.00	£ 115,242.00	£ 140,298.00	£ 57,230.00	£ 89,480.00	£ 159,600.00	14%	
1003	Lamppost banner Income	£ 1,000.00	£ -	£ 1,000.00	£ -	£ -			£ -		
1005	Misc Income	£ -	£ 6,810.00	£ -	£ -	£ -	£ -	£ -	£ -		
1103	Rent receivable	£ 100.00	£ -	£ 100.00	£ -	£ 100.00	£ -	£ -	£ 100.00	0%	land adj to allotments - needs legal review
1181	Grants Received WSC	£ -	£ 17,500.00	£ -	£ 5,000.00	£ -	£ -	£ -	£ -		
1100	Grants Received SCC	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -		
1006	Sumup commission offset	£ 50.00	£ 25.00	£ 50.00	£ 5.00	£ -	£ -	£ -	£ -		
1190	Interest received	£ -	£ -	£ -	£ 22,179.00	£ -	£ 22,216.00	£ 34,000.00	£ 12,000.00	NEW 12000%	CCLA reinvestment
	Income	£ 1,150.00	£ 24,335.00	£ 1,150.00	£ 27,184.00	£ 100.00	£ 22,216.00	£ 34,000.00	£ 12,100.00		
103	Health & Safety										
4020	Misc. Staff Costs	£ 500.00	£ -	£ 500.00	£ 58.00	£ 500.00	£ -	£ 500.00	£ 500.00	0.00%	optician legal employer responsibilities
4028	Office Maintenance	£ 100.00	£ 26.00	£ 100.00	£ 109.00	£ 200.00	£ 98.00	£ 200.00	£ 200.00	0.00%	first aid supplies
4058	Professional Fees	£ 2,500.00	£ 2,500.00	£ 2,500.00	£ 4,413.00	£ 5,000.00	£ 3,733.00		£ 5,000.00	0.00%	CC Consulting (in second year - may be reduced)
	Expenditure	£ 3,100.00	£ 2,526.00	£ 3,100.00	£ 4,580.00	£ 5,700.00	£ 3,831.00	£ 700.00	£ 5,700.00	0.00%	
	Total Expenditure	£ 122,502.00	£ 106,296.00	£ 142,538.00	£ 119,822.00	£ 145,998.00	£ 61,061.00	£ 90,180.00	£ 165,300.00		
	Total Income	£ 1,150.00	£ 24,335.00	£ 1,150.00	£ 27,184.00	£ 100.00	£ 22,216.00	£ 34,000.00	£ 12,100.00		
	Net Income	£ 121,352.00	£ 81,961.00	£ 141,388.00	£ 92,638.00	£ 145,898.00	£ 38,845.00	£ 56,180.00	£ 153,200.00	5%	£7,302.00 increase from previous year's committee budget

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Item 10

November 2025



Health, Safety and Facilities update for F&P

prepared by Town Clerk

Memorial Hall/Garden

Council chamber lighting is obsolete and failing. Replacement lighting and a more simplified dimmer system to be installed asap – still in investigation. Main Hall lighting is also going the same way, although all bulbs have been fitted during the refurbishment.

Stage lift is out of order – will now be de-commissioned. On assessment, it is felt that this is not required. A handrail will be installed either side of the stage for safety.

Main lift replacement is now ordered and lead time is est. 18 weeks maximum (from 29th Oct). In meantime, the old lift had been removed with areas made safe.

Chamber lighting has been replaced as old system obsolete and unable to acquire the replacement lights now.

The bar and kitchen lighting will be replaced with movement sensors to match the remainder of the building. This, to reduce the electrical bills.

Washer and dryer both failed on same week! Items were very old and likely inefficient – repair quotes were costly. New appliances delivered and in place. Took this opportunity to clear out the cleaners cupboard, dispose of unnecessary items and paint the walls.

Powermatic hot air heating system in main hall failed 3 times in a matter of weeks. This initially failed a year ago. Portable heaters in use temporarily. This system is more than 25 years old (possibly 30 years plus even) and can only be serviced by the installers in Gloucestershire. Whilst expert advice is that heated air-flow system is still the most effective option for the main hall, a newer and more efficient system will be required and a resolution has agreed a new system from a local company to be installed by end of November latest.

Boiler for the remainder of the building is now leaking and needs investigating.

Public Toilets

Public Convenience refit to be completed estimated mid-December. Asbestos removed by qualified contractor.

Pavilion and Severals Grounds

The new Outdoor Gym on the Severals now fenced in October and a PSPO dog control order will be issued by WSC in 2026 at the next review.

The Anglian Water Safety inspection failed. Currently working through the items needing improvement for a re-inspection. RE-assessment passed.

Cemetery

Flintwork safety works on chapel are on-going.

The Anglian Water Safety inspection failed. Currently working through the items needing improvement for a re-inspection. RE-assessment passed.

Cast iron centre gates have been forced. Removal and repair by Anglian Fabrications is required.

Closed Churchyards

All Saints walls flintwork repairs and renovations underway in November.

Elsewhere

Lorry in loading bay to front of Memorial Hall hit one of our planters and also damaged the highways bollards, which SCC have now repaired.. Details taken and WSC CCTV footage exists of the incident.

A car hit one of our new planters on High Street shunting it out of place. Tiny dent not really noticeable. Feet broken. JC fixing and will advise cost. WSC CCTV captured the incident and the police contacted the driver who visited us and gave his contact details should there be any cost involved.

Flagpole Safety checks – should be annual going forward. At Memorial Hall and Queen's Statue.

November 2025

Clock Tower roof inspection – should be annual going forward.