

Deal Town Council, Town Hall, High Street, Deal, Kent CT14 6TR

Tel: 01304 361999, E-mail: [deal.town.council@deal.gov.uk](mailto:deal.town.council@deal.gov.uk)

[www.deal.gov.uk](http://www.deal.gov.uk)

**To all Committee Members:** You are hereby summoned to attend a meeting of the Finance & General Purposes Committee at the Town Hall on **Wednesday 21<sup>st</sup> May 2025** at 7.15pm to transact the business shown on the agenda below.

**Members of the public and press are welcome to attend.**

Any member of the public may submit a written statement of no more than 500 words relating to any item on this agenda. These must be received by 10am on Tuesday 20<sup>th</sup> May 2025 by email to [deal.town.council@deal.gov.uk](mailto:deal.town.council@deal.gov.uk) or post to the above address. These statements will be circulated to all present at the meeting and become part of the public record of the meeting, names will be redacted.



**Paul Bone**  
**Responsible Finance Officer**  
**Date: 15 May 2025**

#### AGENDA

1	<b>Chairperson's opening remarks:</b>	Chairperson
2	<b>Apologies for absence:</b>	
3	<b>Declarations of interest:</b> To receive any declarations of interest from Members in respect of business to be transacted on the agenda.	Attach. 1
4	<b>Public Participation and Statements received:</b> For Councillor information: Members of the public may make representations, answer questions and give evidence at the meeting in respect of the business on the agenda. This shall not exceed 15 minutes.	
5	<b>The minutes of the previous Finance &amp; General Purposes Committee meeting held on 18<sup>th</sup> March 2025 for approval and signing:</b> Decision required.	Attach. 2
6	<b>Year-End Financial Reports to 31<sup>st</sup> March 2025:</b> Decision required.	Attach. 3
7	<b>Finance Income &amp; Expenditure figures and Full Bank reconciliation to 30<sup>th</sup> April 2025:</b> Information to note.	Attach. 4
8	<b>Community Contribution Grant application from Deal Community Carnival Association:</b> Decision required.	Attach. 5
9	<b>Saturday Market update:</b> Decision required.	Attach. 6
10	<b>Town Hall free use request from the NHS Emotional Wellbeing Team Kent:</b> Decision required.	Attach. 7
11	<b>Braderie 2025 update:</b> Information to note.	Attach. 8
	<b>Resolution to exclude the public:</b> <b>Public Bodies (Admission to Meetings) Act 1960 s1 (2) – on the grounds that the information to be discussed is of a confidential nature.</b>	
12	<b>Lease renewal of the space in the Town Hall occupied by Kent Police:</b> Decision required	Attach. 9
	<b>Date of next F&amp;GP Committee meeting:</b> 22 <sup>nd</sup> July 2025	

Members Cllrs, TB, DP, BB, SB, DC, MC, ME, & LC

## Declarations of Interest

### Disclosable Pecuniary Interest (DPI)

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest', explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and, subject to any dispensations, withdraw from the meeting.

### Other Significant Interest (OSI)

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

### Voluntary Announcement of Other Interests (VAOI)

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone s/he should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

#### Note to the Code:

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representations on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer, etc would both probably constitute either an OSI or in some cases a DPI.

**Deal Town Council, Town Hall, High Street, Deal, Kent, CT14 6TR**

The Finance and General Purposes meeting held at the Town Hall  
on Tuesday 18 March 2025 at 7:15pm.

Present: Cllr S Beer  
Cllr M Eddy

Cllr B Bano  
Cllr L Craggs

Officers: Mr P Bone – Responsible Finance Officer  
Ms H McAdam – Finance Assistant  
Miss P Read – Clerical Officer

Others: Six members of the public

	<p>The R.F.O stated that apologies for absence had been received from the F&amp;GP Committee Chairperson and Vice-Chairperson and asked members to decide who would be the Chairperson for this meeting.</p> <p>Members RESOLVED: That Cllr M Eddy be Chairperson for this meeting. (P) Cllr L Craggs (S) Cllr B Bano. 3 For 1 Abstention. Agreed.</p>	
1	<p><b>Chairperson's opening remarks:</b> The Chairperson welcomed everyone to the meeting, read out the fire evacuation procedures and advised Councillors to put their mobile phones on silent.</p>	Chairperson
2	<p><b>Apologies for absence received:</b> Cllr M Cronk due to work commitments, Cllr D Cronk due to work commitments, Cllr D Parks due to personal commitments and Cllr T Bond due to personal commitments</p>	
3	<p><b>Declarations of interest:</b> None received.</p>	
4	<p><b>Public participation and statements received:</b> Five members of the public spoke in support of agenda item 6.) The Landmark Centre. One member of the public spoke in support of agenda item 8. 4) The Deal Society.</p>	
5	<p><b>The minutes of the previous Finance &amp; General Purposes Committee meeting held on 21<sup>st</sup> January 2025 for approval and signing.</b> Members RESOLVED: to approve and adopt the minutes from the F&amp;GP meeting held on 21 January 2025 as a true and accurate record. (P) Cllr B Bano (S) Cllr S Beer. All agreed. The Chairperson duly signed the minutes.</p>	Chairperson.
6	<p><b>Landmark Centre:</b> Request from Deal &amp; Walmer Community Association. Members RESOLVED: 1) To vire £2,000 from the Contingency budget to the Annual Grants budget. 2) To award an unconditional grant for the sum of £5000 to the Deal &amp; Walmer Community Association for the Landmark Centre. The grant to be paid from the 2024/25 Annual Grants budget. (P) Cllr L Craggs (S) Cllr S Beer. 3 For 1 Abstention. Agreed.</p>	R.F.O.
7	<p><b>Finance Income &amp; Expenditure figures and Full Bank reconciliation to 28<sup>th</sup> February 2025:</b> Members RESOLVED: To note the report. (P) Cllr B Bano (S) Cllr L Craggs. All agreed.</p>	
8	<p><b>Annual Grants 24/25 Round 3:</b> Members RESOLVED: To consider together, recommendations 1-14 &amp; 16 from the Grants Subcommittee and then consider recommendation 15 separately. (P) Cllr L Craggs (S) Cllr M Eddy. All agreed</p>	

Members further RESOLVED:	R.F.O.
1) <b>DEAL MUSIC AND ARTS LTD:</b> To award a full grant of £1,000 towards the venue hire for their community band project.	R.F.O.
2) <b>DEAL &amp; DOVER PARK TENNIS CIC:</b> To award a full grant of £500 towards tennis sessions for children from disadvantaged backgrounds.	R.F.O.
3) <b>WALDAS:</b> To award a full grant of £473.79 towards the cost of providing swift nesting boxes.	R.F.O.
4) <b>THE DEAL SOCIETY:</b> To award a full grant of £500 towards the cost of putting on Heritage open days subject to the paper used being sustainably sourced.	R.F.O.
5) <b>IMAGO COMMUNITY:</b> To award a full grant of £480 towards the cost of providing activities for young carers.	R.F.O.
6) <b>DISABLED FRIENDS &amp; FAMILY:</b> To award a full grant of £500 towards the cost of purchasing equipment to run discos for disabled people subject to the equipment only being used for charitable purposes and that the number of uses of the equipment is reported on the grant monitoring form.	R.F.O.
7) <b>DEAL ST OMER TWINNING SOCIETY:</b> To award a full grant of £750 towards the cost of hiring the Town Hall for regular meetings.	R.F.O.
8) <b>THE DEAL PIRATES:</b> To award a full grant of £300 towards the cost of providing bug hotels for schools in Deal.	R.F.O.
9) <b>DEAL WITH IT:</b> To award a full grant of £1,000 towards the cost of purchasing replacement tools, protective gloves and bags.	R.F.O.
10) <b>DEAL, WALMER &amp; KINGSDOWN AMATEUR ROWING CLUB:</b> To award a full grant of £785.60 towards the cost of purchasing two sets of outriggers.	R.F.O.
11) <b>DEAL PRIDE:</b> To award a full grant of £1,000 towards the costs of putting on Deal Pride.	R.F.O.
12) <b>DEAL AREA FOODBANK:</b> To award a full grant of £340 towards the costs of a food project to teach children to budget.	R.F.O.
13) <b>SANDOWN COMMUNITY GARDEN GROUP:</b> To award a full grant of £400 towards the costs of putting on the Sandown Castle Community Picnic.	R.F.O.
14) <b>DEAL FILM FESTIVAL:</b> To award a full grant of £1,000 towards the costs of putting on the Deal Film Festival.	R.F.O.
16) <b>DARA:</b> To award a full grant of £1,000 towards raising awareness regarding migration issues.	R.F.O.
(P) Cllr L Craggs (S) Cllr M Eddy All agreed	R.F.O.
15) <b>DEAL MUSEUM:</b> To award a full grant of £510.63 as part funding for storage cabinets.	
(P) Cllr S Beer (S) Cllr L Craggs. 3 For and 1 Abstention. Agreed	

9	<p><b>Annual Grants 25/26:</b> Following debate members RESOLVED: That the Annual Grants Rounds dates for 2025/26 are:</p> <p>Round 1: Applications close: 31st May 2025 F&amp;GP Meeting date: 22nd July 2025</p> <p>Round 2: Applications close: 30th Sept 2025 F&amp;GP Meeting date: 18th Nov 2025</p> <p>Round 3: Applications close: 31st Jan 2026 F&amp;GP Meeting date: 24th Mar 2026</p> <p>(P) Cllr L Craggs (S) Cllr S Beer. All agreed.</p>	<p>R.F.O.</p> <p>R.F.O.</p> <p>R.F.O.</p>
10	<p><b>Treasury Deposit:</b> Members RESOLVED:</p> <p>1) To leave the £100,000 deposited in the CCLA Public Sector Deposit Fund in place for another year unless required earlier by resolution of this committee or Full Council.</p> <p>2) To invest £100,000 in Nat West Treasury Reserve for a fixed 12 Month period.</p> <p>(P) Cllr S Beer (S) Cllr L Craggs. All agreed.</p>	<p>R.F.O</p> <p>R.F.O.</p>
11	<p><b>Allotment Officer's report:</b> Members RESOLVED: To note the report and to approve the erection of a greenhouse on plot PA 4.</p> <p>(P) Cllr S Beer (S) Cllr L Craggs. All agreed.</p>	<p>Allotment Officer</p>
12.	<p><b>Allotment Recommendation from the Climate Change Officer:</b> Members RESOLVED:</p> <p>1) That the agreed changes to the Allotment Tenancy Agreement are to be made effective from 1st April 2025.</p> <p>2) That all the allotment holders are sent a copy of the 'Cultivating naturally' leaflet.</p> <p>3) Section four of the Allotment Tenancy Agreement is further amended to advise that allotment holders should report any instances of bind weed to the Allotment Officer.</p> <p>(P) Cllr L Craggs (S) Cllr S Beer. All agreed.</p>	<p>Allotment Officer</p> <p>Allotment Officer</p> <p>Allotment Officer</p>
13.	<p><b>Free Use of the Town Hall:</b></p> <p><b>Free use request from DDC:</b> Members RESOLVED: To grant free use of the Town Hall to DDC on Wednesday 7<sup>th</sup> of May 2025 between the hours of 1000 -1400 hrs. to provide free defibrillator training to the businesses of Deal.</p> <p>(P) Cllr B Bano (S) Cllr M Eddy. All agreed</p> <p><b>Free use request from the RNLI use of the Undercroft:</b> Members RESOLVED: To note the information.</p> <p>(P) Cllr L Craggs (S) Cllr S Beer. All agreed</p>	<p>Facilities Manager and R.F.O.</p>
14.	<p><b>Free Use Policy:</b> Members RESOLVED: To adopt the revised Free Use Policy and associated application form subject the amendment that the free use of the kitchen remains in place until a report from the R.F.O. on kitchen usage on past free use requests can be considered at a future meeting.</p> <p>(P) Cllr B Bano (S) Cllr L Craggs. All agreed.</p>	<p>R.F.O. and Facilities Manager.</p>
	<p><b>The Chairperson closed the meeting at 20:15pm</b></p>	
	<p><b>Date of next F&amp;GP Committee meeting: 21<sup>st</sup> May 2025</b></p>	

**DEAL TOWN COUNCIL  
MEMORANDUM**

**To:** Cllr T Bond Chairperson of the Finance & General Purposes Committee,  
Committee members  
**From:** Mr P Bone Responsible Finance Officer  
**Date:** 13 May 2025  
**Subject:** Year-End Financial Reports to 31st March 2025

---

**Bank/Cash and Investments Reconciliation:**

This report shows the bank and investment balances as at the 31<sup>st</sup> March 2025 and the matching allocations within the accounts.

**Balance Sheet:**

This report shows the current cash assets, liabilities and levels of reserves held as at the 31<sup>st</sup> March 2025.

It should be noted that the General Revenue Reserve is now down to £150,001

The Earmarked Reserves as detailed on the next page reflect the year end movements agreed by Full Council in January 2025.

**Detailed Income & Expenditure Report:**

This report shows the year-end income & expenditure to budget.

Overall, the report shows that Income was £669 (0.1%) above budgeted income at £585,587 and Expenditure was £1,008 (0.17%) above budgeted expenditure when recharges to earmarked reserves are included at £602,835.

**Recommendation**

Members are asked to note the reports.

**Decision required**

Members to consider the above recommendation.

---

## Deal Town Council

### Bank - Cash and Investment Reconciliation as at 31 March 2025

---

	<u>Account Description</u>	<u>Balance</u>
<u>Bank Statement Balances</u>		
1	31/03/2025 Nat West Current A/C	100.00
1	31/03/2025 Nat West Deposit A/C	145,318.77
2	31/03/2025 Mayor's Charity A/C	4.56
3	31/03/2025 PRE PAID CARD	320.84
4	31/03/2025 PETTY CASH	122.95
5	31/03/2025 Nat west Treasury account	0.00
6	31/03/2025 CCLA ACCOUNT	100,000.00
		<b>245,867.12</b>
<u>Other Cash &amp; Bank Balances</u>		
	VIC Float	70.00
		<b>70.00</b>
		<b>245,937.12</b>
<u>Receipts not on Bank Statement</u>		
0	31/03/2025 All Receipts Cleared	0.00
		<b>0.00</b>
<b>Closing Balance</b>		
		<b>245,937.12</b>
<u>All Cash &amp; Bank Accounts</u>		
1	Nat West Combined A/C's	145,418.77
2	Nat West Mayors Charity Fund	4.56
3	Pre Paid Card	320.84
4	Town Hall Petty Cash	122.95
5	Nat West Treasury Account	0.00
6	CCLA Public Sector Deposit Fun	100,000.00
	Other Cash & Bank Balances	70.00
	<b>Total Cash &amp; Bank Balances</b>	<b>245,937.12</b>

17/04/2025

Deal Town Council

11:05

Balance Sheet as at 31st March 2025

31st March 2024

31st March 2025

31st March 2024		31st March 2025	
Current Assets			
35,433	VAT Control A/c	13,491	
6,291	Prepayments	7,415	
136,960	Nat West Combined A/C's	145,419	
5	Nat West Mayors Charity Fund	5	
150,000	Nat West Treasury Account	0	
0	CCLA Public Sector Deposit Fun	100,000	
0	Pre Paid Card	321	
88	Town Hall Petty Cash	123	
70	VIC Float	70	
<u>328,845</u>		<u>266,843</u>	
<b>328,845</b>	<b>Total Assets</b>	<b>266,843</b>	
Current Liabilities			
5,761	Other Creditors	0	
14,959	Accruals	5,300	
2,881	Receipts In Advance	6,670	
0	HMRC & Pension Liability	13,873	
<u>23,600</u>		<u>25,843</u>	
<b>305,245</b>	<b>Total Assets Less Current Liabilities</b>	<b>241,000</b>	
Represented By			
168,284	General Reserves	150,001	
136,961	Earmarked Reserves	90,999	
<u>305,245</u>		<u>241,000</u>	

The above statement represents fairly the financial position of the authority as at 31st March 2025 and reflects its Income and Expenditure during the year.

Signed :  
Chairman \_\_\_\_\_ Date : \_\_\_\_\_

Signed :  
Responsible  
Financial \_\_\_\_\_ Date : \_\_\_\_\_

---

<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
320 EMR - Project Fund	35,164.15		35,164.15
321 EMR - Town Hall Refurbishment	53,982.32	-27,551.45	26,430.87
322 EMR - Mayor's Parlour Refurb.	2,755.76	-2,755.76	0.00
323 EMR - Environment Fund	11,918.77	-9,895.45	2,023.32
326 EMR - Carbon Roadmap	3,460.00	-3,460.00	0.00
329 RESTRICTED - W ELLIOTT RESERV	22,180.36	-4,500.00	17,680.36
330 Ukraine Support Fund	1,000.00	-1,000.00	0.00
331 Sanctuary Fund	2,000.00	-1,300.00	700.00
332 Elections Reserve	4,500.00	4,500.00	9,000.00
	<u>136,961.36</u>	<u>-45,962.66</u>	<u>90,998.70</u>

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100</u> <u>General Income</u>								
1076 Precept	0	501,918	501,918	(0)			100.0%	
1080 Bank Interest	540	11,090	13,000	1,910			85.3%	
1999 Misc. Income	(10,046)	101	0	(101)			0.0%	
General Income :- Income	<u>(9,506)</u>	<u>513,109</u>	<u>514,918</u>	<u>1,809</u>			<u>99.6%</u>	<u>0</u>
Net Income	<u>(9,506)</u>	<u>513,109</u>	<u>514,918</u>	<u>1,809</u>				
<u>200</u> <u>Staff Costs</u>								
4000 Salaries Gross	32,031	314,257	307,000	(7,257)		(7,257)	102.4%	
4010 Salaries Employers Pension	11,238	66,907	65,000	(1,907)		(1,907)	102.9%	
4020 Salaries Employers NI	5,015	30,235	28,000	(2,235)		(2,235)	108.0%	
4055 Travel & Subsistence	0	0	100	100		100	0.0%	
4070 Training	0	700	2,000	1,300		1,300	35.0%	
4075 Staff Uniforms	0	237	100	(137)		(137)	236.7%	
4080 HR & HS	350	1,100	1,621	521		521	67.9%	
4085 Payroll Services	(0)	0	0	0		0	0.0%	
4090 Staff Recruitment	0	0	750	750		750	0.0%	
Staff Costs :- Indirect Expenditure	<u>48,634</u>	<u>413,435</u>	<u>404,571</u>	<u>(8,864)</u>	<u>0</u>	<u>(8,864)</u>	<u>102.2%</u>	<u>0</u>
Net Expenditure	<u>(48,634)</u>	<u>(413,435)</u>	<u>(404,571)</u>	<u>8,864</u>				
<u>201</u> <u>CAR PARKING</u>								
4065 Official Car Fuel	0	10	0	(10)		(10)	0.0%	
CAR PARKING :- Indirect Expenditure	<u>0</u>	<u>10</u>	<u>0</u>	<u>(10)</u>	<u>0</u>	<u>(10)</u>		<u>0</u>
Net Expenditure	<u>0</u>	<u>(10)</u>	<u>0</u>	<u>10</u>				
<u>205</u> <u>Official Car</u>								
4060 Official Car Lease	326	3,909	3,920	11		11	99.7%	
4065 Official Car Fuel	(98)	0	0	0		0	0.0%	
Official Car :- Indirect Expenditure	<u>227</u>	<u>3,909</u>	<u>3,920</u>	<u>11</u>	<u>0</u>	<u>11</u>	<u>99.7%</u>	<u>0</u>
Net Expenditure	<u>(227)</u>	<u>(3,909)</u>	<u>(3,920)</u>	<u>(11)</u>				
<u>210</u> <u>Civic</u>								
4055 Travel & Subsistence	0	0	100	100		100	0.0%	
4070 Training	0	50	1,000	950		950	5.0%	
4200 Cllr. Allowances	0	4,200	4,800	600		600	87.5%	
4220 Robes & Regalia	0	1,132	50	(1,082)		(1,082)	2264.5%	
Civic :- Indirect Expenditure	<u>0</u>	<u>5,382</u>	<u>5,950</u>	<u>568</u>	<u>0</u>	<u>568</u>	<u>90.5%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(5,382)</u>	<u>(5,950)</u>	<u>(568)</u>				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>215 Mayor's Budget</u>								
4210 Hospitality	(504)	1,099	1,500	402		402	73.2%	
4225 Mayoral Travel & Subsistence	98	98	100	2		2	98.3%	
4230 Mayor Expenses	0	443	500	57		57	88.6%	
4235 Deputy Mayor Expenses	0	0	300	300		300	0.0%	
4240 Mayoress Expenses	0	0	300	300		300	0.0%	
Mayor's Budget :- Indirect Expenditure	(405)	1,640	2,700	1,060	0	1,060	60.7%	0
Net Expenditure	405	(1,640)	(2,700)	(1,060)				
<u>220 Administration</u>								
4055 Travel & Subsistence	11	11	0	(11)		(11)	0.0%	
4070 Training	0	327	0	(327)		(327)	0.0%	
4080 HR & HS	305	1,751	1,622	(129)		(129)	108.0%	
4085 Payroll Services	0	2,515	1,855	(660)		(660)	135.6%	
4300 Mobile Phones	(687)	500	500	0		0	99.9%	
4305 Stationery	0	641	1,500	859		859	42.7%	
4310 Postage	374	327	500	173		173	65.5%	
4315 Bank Charges	123	1,442	1,500	58		58	96.1%	
4320 General Admin	4,007	9,161	8,800	(361)		(361)	104.1%	
4325 Office Equipment	0	26	500	474		474	5.1%	
4330 IT Equipment	665	3,303	3,000	(303)		(303)	110.1%	
4335 IT Support & Website	(3,916)	7,560	6,000	(1,560)		(1,560)	126.0%	
4340 Telephone & Broadband	228	2,638	1,500	(1,138)		(1,138)	175.8%	
4345 Pat Testing	0	0	500	500		500	0.0%	
4355 Premises (Running Costs)	4,704	4,704	10,000	5,296		5,296	47.0%	
4365 Legal Advice	0	0	500	500		500	0.0%	
4375 Marketing/Communications	105	53	2,000	1,947		1,947	2.6%	
4390 Waste & Recycling	140	1,794	2,500	706		706	71.8%	
4405 Annual Planting	436	467	5,000	4,533		4,533	9.3%	
4410 Flags	0	75	500	425		425	15.0%	
4415 Audit Fees	2,300	2,405	2,300	(105)		(105)	104.6%	
4420 Subscriptions	320	430	2,000	1,570		1,570	21.5%	
4430 Data Protection Officer	0	35	1,000	965		965	3.5%	
4435 General Maintenance	(1,033)	1,111	4,000	2,889		2,889	27.8%	
4720 Licences	0	150	0	(150)		(150)	0.0%	
Administration :- Indirect Expenditure	8,081	41,425	57,577	16,152	0	16,152	71.9%	0
Net Expenditure	(8,081)	(41,425)	(57,577)	(16,152)				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>225 Council</u>								
4070 Training	0	40	0	(40)		(40)	0.0%	
4370 Election Costs	0	0	6,500	6,500		6,500	0.0%	
4380 Contingency	0	350	10,000	9,650		9,650	3.5%	
Council :- Indirect Expenditure	0	390	16,500	16,110	0	16,110	2.4%	0
Net Expenditure	0	(390)	(16,500)	(16,110)				
<u>250 Grants &amp; Donations</u>								
4470 Annual Grants	10,540	19,811	20,000	189		189	99.1%	1,300
4485 Food Poverty Fund	0	6,264	10,000	3,736		3,736	62.6%	
4490 St Omer Twinning	0	0	500	500		500	0.0%	
Grants & Donations :- Indirect Expenditure	10,540	26,075	30,500	4,425	0	4,425	85.5%	1,300
Net Expenditure	(10,540)	(26,075)	(30,500)	(4,425)				
6000 plus Transfer from EMR	0	1,300	0	(1,300)				
Movement to/(from) Gen Reserve	(10,540)	(24,775)	(30,500)	(5,725)				
<u>300 Town Hall</u>								
1100 Wedding Hire	(1,180)	10,099	12,500	2,401			80.8%	
1105 Chamber Hire	102	4,139	2,000	(2,139)			206.9%	
1110 Committee Room Hire	0	0	1,000	1,000			0.0%	
1115 Under Croft Hire	75	375	1,000	625			37.5%	
Town Hall :- Income	(1,003)	14,613	16,500	1,887			88.6%	0
4080 HR & HS	0	1,227	0	(1,227)		(1,227)	0.0%	
4310 Postage	(374)	0	0	0		0	0.0%	
4345 Pat Testing	0	140	0	(140)		(140)	0.0%	
4360 Insurance	(5,706)	7,117	8,000	883		883	89.0%	
4400 Advertising	(105)	165	0	(165)		(165)	0.0%	
4420 Subscriptions	0	2,993	0	(2,993)		(2,993)	0.0%	
4500 Repairs & Maintenance	5,154	41,974	0	(41,974)		(41,974)	0.0%	37,909
4505 Under Croft Cleaning	220	1,540	1,000	(540)		(540)	154.0%	
4510 Furniture & Equipment	0	495	1,000	505		505	49.5%	
4520 Boiler Service & Maint.	500	0	500	500		500	0.0%	
4525 Window Cleaning	230	1,610	1,000	(610)		(610)	161.0%	
4530 Gas	910	6,523	4,650	(1,873)		(1,873)	140.3%	
4535 Electricity	0	3,203	4,360	1,157		1,157	73.5%	
4540 Water	0	1,066	265	(801)		(801)	402.1%	
4550 TH Events	0	553	1,800	1,247		1,247	30.7%	535

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4710 Rates	0	12,725	0	(12,725)		(12,725)	0.0%	
4720 Licences	0	407	500	93		93	81.5%	
Town Hall :- Indirect Expenditure	828	81,737	23,075	(58,662)	0	(58,662)	354.2%	38,444
Net Income over Expenditure	(1,832)	(67,124)	(6,575)	60,549				
6000 plus Transfer from EMR	5,151	38,444	0	(38,444)				
Movement to/(from) Gen Reserve	3,319	(28,679)	(6,575)	22,104				
<u>305</u> <u>Police Office</u>								
1120 Police Office Rent	0	9,000	0	(9,000)			0.0%	6,750
Police Office :- Income	0	9,000	0	(9,000)				6,750
Net Income	0	9,000	0	(9,000)				
6001 less Transfer to EMR	0	6,750	0	(6,750)				
Movement to/(from) Gen Reserve	0	2,250	0	(2,250)				
<u>310</u> <u>VIC</u>								
1200 VIC Income	0	0	0	0			0.0%	
VIC :- Income	0	0	0	0				0
4605 Terminal Charges	32	315	500	185		185	62.9%	
VIC :- Indirect Expenditure	32	315	500	185	0	185	62.9%	0
Net Income over Expenditure	(32)	(315)	(500)	(185)				
<u>410</u> <u>Saturday Market</u>								
1410 Market Traders	3,932	43,565	43,000	(565)			101.3%	
Saturday Market :- Income	3,932	43,565	43,000	(565)			101.3%	0
4420 Subscriptions	65	65	500	435		435	13.0%	
4715 Profit Share	3,000	3,000	2,500	(500)		(500)	120.0%	
4730 Market General Costs	0	738	3,000	2,262		2,262	24.6%	
4735 Market Licence/Rates	0	0	1,750	1,750		1,750	0.0%	
4750 Road Closures	0	12,375	0	(12,375)		(12,375)	0.0%	
4760 Market Stewards	0	864	0	(864)		(864)	0.0%	
Saturday Market :- Indirect Expenditure	3,065	17,042	7,750	(9,292)	0	(9,292)	219.9%	0
Net Income over Expenditure	867	26,523	35,250	8,727				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>420 Braderie Market</u>								
1415 Braderie stall holders	0	2,143	4,500	2,357			47.6%	
Braderie Market :- Income	0	2,143	4,500	2,357			47.6%	0
4400 Advertising	0	150	0	(150)		(150)	0.0%	
4705 Road Closure	0	740	700	(40)		(40)	105.7%	
4720 Licences	0	670	1,200	530		530	55.8%	
4725 First Aid	0	559	200	(359)		(359)	279.4%	
4730 Market General Costs	0	368	0	(368)		(368)	0.0%	
4740 Toilet Hire	0	245	300	55		55	81.7%	
Braderie Market :- Indirect Expenditure	0	2,732	2,400	(332)	0	(332)	113.8%	0
Net Income over Expenditure	0	(589)	2,100	2,689				
<u>500 Public Conveniences</u>								
4800 Public Conveniences	0	35,000	35,000	0		0	100.0%	
Public Conveniences :- Indirect Expenditure	0	35,000	35,000	0	0	0	100.0%	0
Net Expenditure	0	(35,000)	(35,000)	0				
<u>600 Allotments Golf Road</u>								
1500 Allotment Income	(1,745)	1,246	2,000	754			62.3%	
Allotments Golf Road :- Income	(1,745)	1,246	2,000	754			62.3%	0
4500 Repairs & Maintenance	0	1,647	2,500	853		853	65.9%	135
4540 Water	8	53	742	689		689	7.2%	
Allotments Golf Road :- Indirect Expenditure	8	1,700	3,242	1,542	0	1,542	52.4%	135
Net Income over Expenditure	(1,752)	(454)	(1,242)	(788)				
6000 plus Transfer from EMR	0	135	0	(135)				
Movement to/(from) Gen Reserve	(1,752)	(319)	(1,242)	(923)				
<u>610 Allotments Park Ave</u>								
1500 Allotment Income	(1,408)	1,005	2,000	995			50.3%	
Allotments Park Ave :- Income	(1,408)	1,005	2,000	995			50.3%	0
4080 HR & HS	0	1,985	0	(1,985)		(1,985)	0.0%	
4500 Repairs & Maintenance	3,640	7,147	2,500	(4,647)		(4,647)	285.9%	2,482
4540 Water	0	456	700	244		244	65.2%	
Allotments Park Ave :- Indirect Expenditure	3,640	9,588	3,200	(6,388)	0	(6,388)	299.6%	2,482
Net Income over Expenditure	(5,048)	(8,583)	(1,200)	7,383				
6000 plus Transfer from EMR	1,595	2,482	0	(2,482)				
Movement to/(from) Gen Reserve	(3,453)	(6,101)	(1,200)	4,901				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>620 Allotments Mill Road</u>								
1500 Allotment Income	(1,268)	906	2,000	1,094			45.3%	
Allotments Mill Road :- Income	(1,268)	906	2,000	1,094			45.3%	0
4500 Repairs & Maintenance	160	2,980	2,500	(480)		(480)	119.2%	135
4540 Water	0	233	742	509		509	31.4%	
Allotments Mill Road :- Indirect Expenditure	160	3,213	3,242	29	0	29	99.1%	135
Net Income over Expenditure	(1,428)	(2,307)	(1,242)	1,065				
6000 plus Transfer from EMR	0	135	0	(135)				
Movement to/(from) Gen Reserve	(1,428)	(2,172)	(1,242)	930				
<u>700 Town Events</u>								
5005 Town Hall Promotions	0	640	200	(440)		(440)	320.0%	
5010 Heritage Day	0	0	200	200		200	0.0%	
5015 Christmas Events	0	0	200	200		200	0.0%	
5020 Mayoral Ceremonial Event	0	200	200	(0)		(0)	100.1%	
5025 International Woman's Day	101	101	200	99		99	50.5%	
5030 Charter Day	0	500	500	(0)		(0)	100.1%	
5035 Holocaust Memorial Day	0	151	200	49		49	75.3%	
Town Events :- Indirect Expenditure	101	1,592	1,700	108	0	108	93.7%	0
Net Expenditure	(101)	(1,592)	(1,700)	(108)				
<u>800 Cycle Friendly</u>								
5520 DTC Ebike maintenance costs	0	148	0	(148)		(148)	0.0%	
Cycle Friendly :- Indirect Expenditure	0	148	0	(148)	0	(148)		0
Net Expenditure	0	(148)	0	148				
<u>900 Projects</u>								
4475 Special Projects	0	4,500	0	(4,500)		(4,500)	0.0%	4,500
Projects :- Indirect Expenditure	0	4,500	0	(4,500)	0	(4,500)		4,500
Net Expenditure	0	(4,500)	0	4,500				
6000 plus Transfer from EMR	0	4,500	0	(4,500)				
Movement to/(from) Gen Reserve	0	0	0	0				

## Detailed Income &amp; Expenditure by Budget Heading 31/03/2025

Month No: 12

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	(10,998)	585,587	584,918	(669)			100.1%	
Expenditure	74,911	649,832	601,827	(48,005)	0	(48,005)	108.0%	
Net Income over Expenditure	<u>(85,909)</u>	<u>(64,245)</u>	<u>(16,909)</u>	<u>47,336</u>				
plus Transfer from EMR	6,746	46,997	0	(46,997)				
less Transfer to EMR	0	6,750	0	(6,750)				
Movement to/(from) Gen Reserve	<u>(79,163)</u>	<u>(23,998)</u>	<u>(16,909)</u>	<u>7,089</u>				



Bank Reconciliation Statement as at 30/04/2025  
for Cashbook 1 - Nat West Combined A/C's

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Nat West Current A/C	30/04/2025		100.00
Nat West Deposit A/C	30/04/2025		381,420.00
			<u>381,520.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			381,520.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			381,520.00
		Balance per Cash Book is :-	381,520.00
		Difference is :-	0.00

Signatory 1:

Name ..... Signed ..... Date .....

Signatory 2:

Name ..... Signed ..... Date .....

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Mayor's Charity A/C	30/04/2025		4.56
			<u>4.56</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			4.56
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			4.56
		Balance per Cash Book is :-	4.56
		Difference is :-	0.00

Signatory 1:

Name ..... Signed ..... Date .....

Signatory 2:

Name ..... Signed ..... Date .....

Bank Reconciliation Statement as at 30/04/2025  
for Cashbook 3 - Prepaid Card

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
PRE PAID CARD	30/04/2025		219.09
			<u>219.09</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			219.09
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			219.09
		Balance per Cash Book is :-	219.09
		Difference is :-	0.00

Signatory 1:

Name ..... Signed ..... Date .....

Signatory 2:

Name ..... Signed ..... Date .....

Bank Reconciliation Statement as at 30/04/2025  
for Cashbook 4 - Town Hall Petty Cash

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
PETTY CASH	30/04/2025		64.98
			<u>64.98</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			64.98
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			64.98
		Balance per Cash Book is :-	64.98
		Difference is :-	0.00

Signatory 1:

Name ..... Signed ..... Date .....

Signatory 2:

Name ..... Signed ..... Date .....

Bank Reconciliation Statement as at 30/04/2025  
for Cashbook 5 - Nat West Treasury Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Nat west Treasury account	30/04/2025		0.00
			<u>0.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

Name ..... Signed ..... Date .....

Signatory 2:

Name ..... Signed ..... Date .....

Bank Reconciliation Statement as at 30/04/2025  
for Cashbook 6 - CCLA Public Sector Deposit Fun

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
CCLA ACCOUNT	30/04/2025		100,000.00
			<u>100,000.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			100,000.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			100,000.00
		Balance per Cash Book is :-	100,000.00
		Difference is :-	0.00

Signatory 1:

Name ..... Signed ..... Date .....

Signatory 2:

Name ..... Signed ..... Date .....

## Detailed Income &amp; Expenditure by Budget Heading 30/04/25

Month No: 1

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 General Income</u>								
1076 Precept	295,109	295,109	590,218	295,109			50.0%	
1080 Bank Interest	730	730	9,000	8,270			8.1%	
1085 Office space rental	2,250	2,250	9,000	6,750			25.0%	
General Income :- Income	<u>298,089</u>	<u>298,089</u>	<u>608,218</u>	<u>310,129</u>			<u>49.0%</u>	<u>0</u>
Net Income	<u>298,089</u>	<u>298,089</u>	<u>608,218</u>	<u>310,129</u>				
<u>200 Staff Salaries</u>								
4000 Salaries Gross	20,216	20,216	334,073	313,857		313,857	6.1%	
Staff Salaries :- Indirect Expenditure	<u>20,216</u>	<u>20,216</u>	<u>334,073</u>	<u>313,857</u>	<u>0</u>	<u>313,857</u>	<u>6.1%</u>	<u>0</u>
Net Expenditure	<u>(20,216)</u>	<u>(20,216)</u>	<u>(334,073)</u>	<u>(313,857)</u>				
<u>202 Employment Costs</u>								
4010 Salaries Employers Pension	0	0	73,840	73,840		73,840	0.0%	
4020 Salaries Employers NI	0	0	37,127	37,127		37,127	0.0%	
4080 HR & HS	0	0	1,750	1,750		1,750	0.0%	
4085 Payroll Services	0	0	2,000	2,000		2,000	0.0%	
Employment Costs :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>114,717</u>	<u>114,717</u>	<u>0</u>	<u>114,717</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>0</u>	<u>(114,717)</u>	<u>(114,717)</u>				
<u>203 Staff Costs</u>								
4055 Travel & Subsistence	0	0	100	100		100	0.0%	
4070 Training	0	0	2,000	2,000		2,000	0.0%	
4075 Staff Uniforms	0	0	250	250		250	0.0%	
4090 Staff Recruitment	0	0	750	750		750	0.0%	
Staff Costs :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>3,100</u>	<u>3,100</u>	<u>0</u>	<u>3,100</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>0</u>	<u>(3,100)</u>	<u>(3,100)</u>				
<u>205 Official Car</u>								
4060 Official Car Lease	326	326	3,921	3,595		3,595	8.3%	
4065 Official Car Fuel	13	13	0	(13)		(13)	0.0%	
Official Car :- Indirect Expenditure	<u>338</u>	<u>338</u>	<u>3,921</u>	<u>3,583</u>	<u>0</u>	<u>3,583</u>	<u>8.6%</u>	<u>0</u>
Net Expenditure	<u>(338)</u>	<u>(338)</u>	<u>(3,921)</u>	<u>(3,583)</u>				

## Detailed Income &amp; Expenditure by Budget Heading 30/04/25

Month No: 1

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>210 Civic</u>								
4055 Travel & Subsistence	0	0	100	100		100	0.0%	
4200 Cllr. Allowances	0	0	4,800	4,800		4,800	0.0%	
4220 Robes & Regalia	0	0	250	250		250	0.0%	
Civic :- Indirect Expenditure	0	0	5,150	5,150	0	5,150	0.0%	0
Net Expenditure	0	0	(5,150)	(5,150)				
<u>215 Mayor's Budget</u>								
4210 Hospitality	0	0	1,500	1,500		1,500	0.0%	
4225 Mayoral Travel & Subsistence	508	508	100	(408)		(408)	508.0%	
4230 Mayor Expenses	0	0	500	500		500	0.0%	
4235 Deputy Mayor Expenses	0	0	300	300		300	0.0%	
4240 Mayoress Expenses	0	0	300	300		300	0.0%	
5020 Mayoral Ceremonial Event	0	0	200	200		200	0.0%	
5030 Charter Day	0	0	500	500		500	0.0%	
Mayor's Budget :- Indirect Expenditure	508	508	3,400	2,892	0	2,892	14.9%	0
Net Expenditure	(508)	(508)	(3,400)	(2,892)				
<u>220 Administration</u>								
4080 HR & HS	305	305	1,750	1,445		1,445	17.4%	
4085 Payroll Services	530	530	0	(530)		(530)	0.0%	
4300 Mobile Phones	113	113	1,250	1,137		1,137	9.0%	
4305 Stationery	476	476	800	324		324	59.5%	
4310 Postage	0	0	500	500		500	0.0%	
4315 Bank Charges	129	129	1,500	1,371		1,371	8.6%	
4320 General Admin	948	948	5,000	4,052		4,052	19.0%	
4325 Office Equipment	0	0	500	500		500	0.0%	
4330 IT Equipment	0	0	3,000	3,000		3,000	0.0%	
4335 IT Support & Website	2,228	2,228	10,000	7,772		7,772	22.3%	
4340 Telephone & Broadband	227	227	2,000	1,773		1,773	11.4%	
4345 Pat Testing	0	0	500	500		500	0.0%	
4365 Legal Advice	0	0	500	500		500	0.0%	
4375 Marketing/Communications	0	0	2,000	2,000		2,000	0.0%	
4390 Waste & Recycling	102	102	2,000	1,898		1,898	5.1%	
4405 Annual Planting	0	0	5,000	5,000		5,000	0.0%	
4410 Flags	0	0	500	500		500	0.0%	
4415 Audit Fees	(2,300)	(2,300)	2,500	4,800		4,800	(92.0%)	
4420 Subscriptions	1,870	1,870	2,000	130		130	93.5%	
4430 Data Protection Officer	0	0	1,000	1,000		1,000	0.0%	

## Detailed Income &amp; Expenditure by Budget Heading 30/04/25

Month No: 1

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4435 General Maintenance	1,033	1,033	0	(1,033)		(1,033)	0.0%	
Administration :- Indirect Expenditure	5,661	5,661	42,300	36,639	0	36,639	13.4%	0
Net Expenditure	(5,661)	(5,661)	(42,300)	(36,639)				
<u>225 Council</u>								
4070 Training	0	0	1,000	1,000		1,000	0.0%	
4370 Election Costs	0	0	11,375	11,375		11,375	0.0%	
4376 Carbon Audit	0	0	770	770		770	0.0%	
4380 Contingency	0	0	10,000	10,000		10,000	0.0%	
Council :- Indirect Expenditure	0	0	23,145	23,145	0	23,145	0.0%	0
Net Expenditure	0	0	(23,145)	(23,145)				
<u>250 Grants &amp; Donations</u>								
4470 Annual Grants	0	0	20,000	20,000		20,000	0.0%	
4473 Community Grants	0	0	10,000	10,000		10,000	0.0%	
4485 Food Poverty Fund	0	0	10,000	10,000		10,000	0.0%	
4490 St Omer Twinning	0	0	500	500		500	0.0%	
Grants & Donations :- Indirect Expenditure	0	0	40,500	40,500	0	40,500	0.0%	0
Net Expenditure	0	0	(40,500)	(40,500)				
<u>300 Town Hall</u>								
1100 Wedding Hire	2,100	2,100	15,000	12,900			14.0%	
1105 Chamber Hire	525	525	3,000	2,475			17.5%	
1110 Committee Room Hire	0	0	2,000	2,000			0.0%	
1115 Under Croft Hire	0	0	1,000	1,000			0.0%	
Town Hall :- Income	2,625	2,625	21,000	18,375			12.5%	0
4360 Insurance	5,706	5,706	8,000	2,294		2,294	71.3%	
4420 Subscriptions	90	90	0	(90)		(90)	0.0%	
4500 Repairs & Maintenance	1,346	1,346	4,000	2,654		2,654	33.7%	
4505 Under Croft Cleaning	0	0	1,100	1,100		1,100	0.0%	
4510 Furniture & Equipment	0	0	4,000	4,000		4,000	0.0%	
4520 Boiler Service & Maint.	0	0	500	500		500	0.0%	
4525 Window Cleaning	0	0	1,100	1,100		1,100	0.0%	
4530 Gas	2,782	2,782	5,100	2,318		2,318	54.5%	
4535 Electricity	0	0	4,780	4,780		4,780	0.0%	
4540 Water	0	0	300	300		300	0.0%	
4710 Rates	1,277	1,277	13,500	12,224		12,224	9.5%	

## Detailed Income &amp; Expenditure by Budget Heading 30/04/25

Month No: 1

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4720 Licences	0	0	500	500		500	0.0%	
Town Hall :- Indirect Expenditure	11,200	11,200	42,880	31,680	0	31,680	26.1%	0
Net Income over Expenditure	(8,575)	(8,575)	(21,880)	(13,305)				
<u>310 VIC</u>								
4605 Terminal Charges	32	32	500	468		468	6.3%	
VIC :- Indirect Expenditure	32	32	500	468	0	468	6.3%	0
Net Expenditure	(32)	(32)	(500)	(468)				
<u>410 Saturday Market</u>								
1410 Market Traders	4,162	4,162	45,000	40,839			9.2%	
Saturday Market :- Income	4,162	4,162	45,000	40,839			9.2%	0
4420 Subscriptions	484	484	500	16		16	96.8%	
4715 Profit Share	0	0	3,000	3,000		3,000	0.0%	
4730 Market General Costs	93	93	3,000	2,907		2,907	3.1%	
4735 Market Licence/Rates	0	0	1,750	1,750		1,750	0.0%	
4750 Road Closures	1,100	1,100	0	(1,100)		(1,100)	0.0%	
Saturday Market :- Indirect Expenditure	1,677	1,677	8,250	6,573	0	6,573	20.3%	0
Net Income over Expenditure	2,485	2,485	36,750	34,265				
<u>420 Braderie Market</u>								
1415 Braderie stall holders	0	0	3,000	3,000			0.0%	
Braderie Market :- Income	0	0	3,000	3,000			0.0%	0
4705 Road Closure	0	0	750	750		750	0.0%	
4720 Licences	0	0	800	800		800	0.0%	
4725 First Aid	0	0	600	600		600	0.0%	
4740 Toilet Hire	0	0	350	350		350	0.0%	
Braderie Market :- Indirect Expenditure	0	0	2,500	2,500	0	2,500	0.0%	0
Net Income over Expenditure	0	0	500	500				
<u>500 Public Conveniences</u>								
4800 Public Conveniences	0	0	40,000	40,000		40,000	0.0%	
Public Conveniences :- Indirect Expenditure	0	0	40,000	40,000	0	40,000	0.0%	0
Net Expenditure	0	0	(40,000)	(40,000)				

## Detailed Income &amp; Expenditure by Budget Heading 30/04/25

Month No: 1

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>600 Allotments Golf Road</u>								
1500 Allotment Income	1,745	1,745	2,900	1,155			60.2%	
Allotments Golf Road :- Income	1,745	1,745	2,900	1,155			60.2%	0
4500 Repairs & Maintenance	0	0	2,500	2,500		2,500	0.0%	
4540 Water	8	8	500	492		492	1.5%	
Allotments Golf Road :- Indirect Expenditure	8	8	3,000	2,992	0	2,992	0.3%	0
Net Income over Expenditure	1,737	1,737	(100)	(1,837)				
<u>610 Allotments Park Ave</u>								
1500 Allotment Income	1,408	1,408	2,300	892			61.2%	
Allotments Park Ave :- Income	1,408	1,408	2,300	892			61.2%	0
4500 Repairs & Maintenance	487	487	2,500	2,013		2,013	19.5%	367
4540 Water	0	0	500	500		500	0.0%	
Allotments Park Ave :- Indirect Expenditure	487	487	3,000	2,513	0	2,513	16.2%	367
Net Income over Expenditure	920	920	(700)	(1,620)				
6000 plus Transfer from EMR	367	367	0	(367)				
Movement to/(from) Gen Reserve	1,288	1,288	(700)	(1,988)				
<u>620 Allotments Mill Road</u>								
1500 Allotment Income	1,268	1,268	2,300	1,032			55.1%	
Allotments Mill Road :- Income	1,268	1,268	2,300	1,032			55.1%	0
4500 Repairs & Maintenance	120	120	2,500	2,380		2,380	4.8%	
4540 Water	227	227	500	273		273	45.5%	
Allotments Mill Road :- Indirect Expenditure	347	347	3,000	2,653	0	2,653	11.6%	0
Net Income over Expenditure	921	921	(700)	(1,621)				
<u>700 Town Events</u>								
5000 Town Events	0	0	3,600	3,600		3,600	0.0%	
5040 Deal/St Omer 50th Anniversary	720	720	0	(720)		(720)	0.0%	
Town Events :- Indirect Expenditure	720	720	3,600	2,880	0	2,880	20.0%	0
Net Expenditure	(720)	(720)	(3,600)	(2,880)				

## Detailed Income &amp; Expenditure by Budget Heading 30/04/25

Month No: 1

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>900 Projects</u>								
4475 Special Projects	9,307	9,307	0	(9,307)		(9,307)	0.0%	9,307
Projects :- Indirect Expenditure	9,307	9,307	0	(9,307)	0	(9,307)		9,307
Net Expenditure	(9,307)	(9,307)	0	9,307				
6000 plus Transfer from EMR	9,307	9,307	0	(9,307)				
Movement to/(from) Gen Reserve	0	0	0	0				
Grand Totals:- Income	309,296	309,296	684,718	375,422			45.2%	
Expenditure	50,501	50,501	677,036	626,535	0	626,535	7.5%	
Net Income over Expenditure	258,794	258,794	7,682	(251,112)				
plus Transfer from EMR	9,674	9,674	0	(9,674)				
Movement to/(from) Gen Reserve	268,469	268,469	7,682	(260,787)				

**DEAL TOWN COUNCIL  
MEMORANDUM**

**To:** Cllr T Bond Chairperson of the Finance & General Purposes Committee,  
Committee members  
**From:** Mr P Bone Responsible Finance Officer  
**Date:** 14 May 2025  
**Subject:** Community Contribution Grant application from Deal Community  
Carnival Association

---

In July last year the Finance & General Purposes Committee agreed to consider a new grant stream aimed at supporting community groups such as the Deal Community Carnival Association and the Chamber of Trade with longer term commitments than just the one year covered by annual grants.

In September the scheme was agreed and sanctioned by Full council.

The scheme started on 1<sup>st</sup> April this year with a budget of £10,000 for the 2025/26 year.

This scheme will allow for applications of up to £2,000 per year for 3 years.

An application was received in April from the Deal Community Carnival Association for the full amount allowed under this scheme of £2,000 per annum for 3 years.

The scheme requires that applications are considered by the Grants subcommittee, who in turn will make any recommendation to the Finance & General Purposes Committee.

The application was considered and scored by 4 members of the Grants subcommittee. These scores were considered by the Chairperson of the Grants subcommittee, the Chairperson of the Finance & General Purposes Committee and the R.F.O.

The average score was 28 points out of a possible 33 points with all 4 members supporting the application.

**Recommendation**

To recommend to the Finance & General Purposes committee that the application is supported and that a grant of £2,000 is paid for this year and that the payments for the two subsequent years are made subject to the annual grant monitoring form from the Deal Community Carnival Association in respect of this grant being audited by the R.F.O. and the Chairperson of the Finance & General Purposes Committee who will make recommendation to the Finance & General Purposes Committee regarding payment of the next annual payment.

**Decision Required**

Members to consider the above recommendation.

**DEAL TOWN COUNCIL  
MEMORANDUM**

**To:** Cllr T Bond Chairperson of the Finance & General Purposes Committee,  
Committee members  
**From:** Mr P Bone Responsible Finance Officer  
**Date:** 13 May 2025  
**Subject:** Saturday Market Rules

---

Following a recent inspection of the Saturday Market by the R.F.O. and the Finance assistant, it was apparent that a number of key traders had great difficulty in managing to keep their stock within the space allocated to them as they are currently restricted to a maximum of three bays.

Having investigated this further, it has been identified that the market rules changed post COVID from traders being charged 'per foot' (with no maximum size) to being charged 'per bay' but with a maximum of three bays.

In discussion with these traders and Market Manager, it has been identified that it would be an advantage to the Saturday Market to allow (subject to pitch availability) key traders to have a maximum of 5 bays.

**Recommendation**

To amend the Saturday Market rules to include a section for **Key traders**.

Key traders would be traders who are identified by the R.F.O. and Market Manager as key to the viability of a thriving market.

A maximum of 4 Key traders would be allowed at any one time.

Key traders would be allowed a maximum of 5 bays charged at the same rate per bay as all other traders.

**Decision Required**

Members to consider the above recommendation.

**DEAL TOWN COUNCIL  
MEMORANDUM**

**To:** Cllr T Bond Chairperson of the Finance & General Purposes Committee, Committee members  
**From:** Mr P Bone Responsible Finance Officer  
**Date:** 13 May 2025  
**Subject:** Town Hall free use request from the NHS Emotional Wellbeing Team Kent

---

A request for free use of the chamber for 5 dates over the next 3 months has been received from the NHS Emotional Wellbeing Team Kent (known nationally as MHST).

The team advise that: *We work within schools in Deal, Sholden, Dover, Sandwich, Folkestone and Thanet and work to provide early intervention therapeutic support to the community via schools. As we serve such a large area, we are currently seeking a space to enable our team to meet together, we would be looking to book the hall approximately twice a month between the hours of 1pm to 5pm. As an NHS service we are hoping to access the hall for free as we discussed on the phone as unfortunately, we do not have the budget available to pay. This would be extremely helpful to our practice as a team and would enable us to facilitate a connection space for our team.*

The dates requested are: 20/05, 03/06, 17/06, 1/07, 22/07

As one of the dates was before the next meeting of this committee and the request fits in very well with the draft Health & Wellbeing strategy being prepared by the Town Clerk, using her delegated authority to make decisions on behalf of the Council, agreed to the first 2 dates and has asked that the remaining 3 dates are considered by this committee.

**Recommendation**

Members are asked to consider granting free use of the chamber between 1pm and 5pm on 17/06, 1/07 and 22/07 to allow the NHS Emotional Wellbeing Team Kent to hold meetings of their team.

**Decision Required**

Members to consider the above recommendation.

**DEAL TOWN COUNCIL  
MEMORANDUM**

**To:** Cllr T Bond Chairperson of the Finance & General Purposes Committee,  
Committee members  
**From:** Mr P Bone Responsible Finance Officer  
**Date:** 13 May 2025  
**Subject:** Braderie 2025 Update.

---

**Information to note**

At the November 2024 meeting of this committee, members considered a report from the R.F.O. regarding a proposed change to the format for the 2025 Braderie.

Having considered the report members agreed that the 2025 Braderie should follow the same format as 2024 with a budget of £2,500 and for Officers to start exploring alternative options for a Braderie in 2026 and beyond, such as the use of DDC's Union Road Carpark, alongside an appropriate consultation with Deal residents and a communication strategy in the event of any changes to the existing Braderie format.

I am pleased to confirm that DDC has now confirmed the 2025 event can go ahead and bookings are now being taken.

Deal Braderie 2025 will be held on Sunday 21 September 2025.

The route is the same as last year - on the High Street from Duke Street to St George's Church path.

The Braderie rules and conditions remain the same as last year.

**Pitch costs:**

Standard pitch: £40 per 8ft x 8ft pitch

Shops: £20 per shop front (except those that can demonstrate they have a valid pavement/street license)

Charities: £30 per 8ft x 8ft pitch for their first pitch. Additional 8ft x 8ft pitches £40