



5th April 2024

The meeting of the **FINANCE AND OVERVIEW COMMITTEE** will be held in the **COUNCIL CHAMBER, WYRE FOREST HOUSE** on **WEDNESDAY 10th APRIL 2024** at **6:00PM** when Members are summoned to attend.

Hugh Peacocke

Chief Executive

Membership: Councillors: J. Smith (Chair); D. Chambers (Vice Chairman); H. Dyke; F. Oborski MBE and D. Ross

AGENDA

1. Apologies for absence

2. Declarations of interest

To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.

Members are reminded that should you declare a pecuniary interest at a meeting, it is your responsibility to inform the Monitoring officer.

3. Public Question Time

In accordance with Standing Order 3(c), to allow members of the public to make representations, ask questions, and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

4. Minutes (Appendix 1)

To receive and approve the minutes of the meeting of Finance and Overview Committee on held on 21st November 2023.

5. Accounts Paid (Appendix 2)

To receive the cash book reports detailing income and expenditure from 1st November 2023 to 31st March 2024 and consider a recommendation to:
Approve payments totalling £1,714,966.85 from 1st October 2023 to 31st March 2024.

6. Budget Monitoring for Financial year ended 31st March 2024. (Appendix 3)

6.1 To receive the Income and Expenditure Account to 31 March 2024 (Appendix 3a)

6.2 To resolve to approve the expenditure against cost centres that are over the approved budget levels. (Appendix 3b)

11.3 To resolve to approve earmarked reserves at the end of the financial year ending 31 March 2024. (Appendix 3c).

7. St Georges Bandstand (Appendix 4)

To approve a recommendation for Leander Architectural (Original builders) to carry out the necessary final stages of works to the St Georges bandstand.

**KIDDERMINSTER TOWN COUNCIL
FINANCE AND OVERVIEW COMMITTEE**

**Minutes of the meeting held on Wednesday 21st November 2023 at 6:00pm
In the Council Chamber, Wyre Forest House**

Present: Councillors:
Juliet Smith (Chair)
Darren Chambers (Vice Chair)
Helen Dyke
David Ross
Shazu Miah

Mr L Jakeman, Chief Executive

Absent: Nil

F009/23-24 APOLOGIES FOR ABSENCE

Councillors:
Fran Oborski MBE

F010/23-24 DECLARATIONS OF INTEREST

Nil

F011/23-24 PUBLIC QUESTION TIME

Nil

F012/23-24 MINUTES

RESOLVED:

That the minutes of the previous meeting held on Wednesday 26th July 2023 be approved as a true record and that they be signed by the Chair.

F013/23-24 ACCOUNTS PAID

Members received a report detailing income and expenditure from 1st July 2023 to 31st October 2023 and **RESOLVED:**

To approve payments totalling £,1,106,442.12 From 1st July 2023 to 31st October 2023.

(TC/35/23-24)

F014/23-24 **ST GEORGES PADDLING POOL**

Members noted that the Council at its meeting on 14th December 2022

“RESOLVED That the *(St George’s Park)* Paddling Pool be mothballed for a year and not dug up to give the community time to find external funding.” (Minute C.059(c)ii refers).

And

Considered a proposal from Cllr Ross:

(for the purpose of securing capital funding to bring the paddling pool at St Georges Park up to a suitable specification, in line with the condition report previously received)

- That the £10,000 allocated for the maintenance of the paddling pool be utilised to provide funds to engage a fundraising consultant to seek external funding.

And

- That in the absence of any grant becoming available before the end of the term of this Council that any decision on the future of the paddling pool is deferred for consideration by the new Town Council after elections in May 2024.

And

- To delegate to the Chief Executive the authority to engage a fundraising consultant.

F015/23-24 **BUDGET AND PRECEPT SETTING**

a. Members received and considered the budget estimated for FY 2023/24. (TC/36/22-23)

b. RESOLVED:

To recommend that the Full Town Council approves the summary budget option B for FY 2023/24.

(Producing a precept of £1,020,998, with an anticipated General Reserve of £344,224)

Kidderminster Town Council

Public report

Finance and Overview Committee

10th of April 2024

Agenda item 5: Accounts Paid

To receive the cash book reports detailing income and expenditure from the 1st of November 2023 to the 31st of March 2024 and consider a recommendation to

Approve payments totalling £1,714,996.85 from the 1st of October 2023 to the 31st of March 2024.

Background

The Council's Financial Regulations require the Council to make safe and efficient arrangements for the making of its payments (4.1). The Clerk is required to provide a statement of receipts and payments to date (4.7).

These statements, For the period from the 1st of October 2023 to the 31st of March 2024, are attached for consideration and approval by the Committee on behalf of the Council.

(Appendix 2.1 Payments, Appendix 2.2 income.)

The committee is requested to receive the cash book reports, and

To approve payments totalling £1,714,996.85 for the period from the 1st of October 2023 to the 31st of March 2024

Signed: Hugh Peacocke

Chief Executive and Responsible Financial Officer

Dated: 4th April 2024

KTC Cashbook Transactions - Expenditure October 23 to March 24

Date	Supplier	Description	Expenditure exc VAT	VAT	Total Expenditure
02/10/2023	123 Reg Ltd	domain renewal	91.94	18.40	110.34
02/10/2023	WFDC	Property Rent 29/09/23-24/12/23	4,875.00	975.00	5,850.00
02/10/2023	Fletcher Associates	Monthly Fee for the Personnel & Employment Law Scheme	210.00	42.00	252.00
03/10/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£20k Investment	20,000.00	0.00	20,000.00
04/10/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£50k Investment	50,000.00	0.00	50,000.00
05/10/2023	Barclays Bank	Bank Charges	8.50	0.00	8.50
05/10/2023	Go Cardless	Concierge 01/10/2023	219.00	43.80	262.80
05/10/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£10k Investment	10,000.00	0.00	10,000.00
05/10/2023	Mr A T Morris	KTH-HONORARIUM,TOWN HALL ORGANIST 2022-2023	400.00	0.00	400.00
05/10/2023	Mr A T Morris	KTH-1ST & 2ND QUARTERLY PAYMENT-HONORARIUM-TOWN HALL ORGANIST 2023-2024	200.00	0.00	200.00
05/10/2023	Uk Storage Company (SW) Ltd	24 hr access storage & ins. for 12/10/23-08/11/23	263.18	45.04	308.22
05/10/2023	Bannner Group Ltd	KTC-C4 90GSM WHITE ENVELOPES	13.32	2.66	15.98
06/10/2023	The Right Fuelcard	Mayoral car fuel	2.50	0.50	3.00
06/10/2023	www.wyreforestdc.gov	Road Closure for Kidderminster Lights Switch on	129.00	0.00	129.00
06/10/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£40k Investment	40,000.00	0.00	40,000.00
06/10/2023	WFDC	September Salaries	24,224.76	18.00	24,242.76
06/10/2023	St Peter's Birchen Coppice DCC	Ward Grant - Cllr K Gale	100.00	0.00	100.00
06/10/2023	St Peter's Birchen Coppice DCC	Ward Grant - Cllr N Gale	250.00	0.00	250.00
06/10/2023	Mercian Volunteers Regimental Association	Ward Grant - Cllr N Gale	250.00	0.00	250.00
09/10/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£35k Investment	35,000.00	0.00	35,000.00
10/10/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£15k Investment	15,000.00	0.00	15,000.00
11/10/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	£50k Investment	50,000.00	0.00	50,000.00
12/10/2023	O2	Town Clerk Mobile Phone	21.52	0.00	21.52
12/10/2023	Water Plus	Public Convenience 300 Stourbridge Rd 22/06/23-22/07/23	121.41	1.76	123.17
12/10/2023	WFDC	KTC-REIMBURSEMENT OF COSTS-KIDDERMINSTER TOWN HALL-01/06/23-30/06/23	5,562.55	1,107.51	6,670.06
12/10/2023	Npower Commercial Gas Ltd	KTC-ST GEORGES PARK-01/05/23-31/05/23 ACC.A0010476594	83.97	4.20	88.17
12/10/2023	Npower Commercial Gas Ltd	KTC-ST GEORGES PARK-01/06/23-30/06/23 ACC.A0010476594	79.71	3.99	83.70
12/10/2023	Npower Commercial Gas Ltd	KTC-ST GEORGES PARK-05/01/23-31/01/23 ACC.A0010476594	57.15	2.86	60.01
12/10/2023	Npower Commercial Gas Ltd	KTC-ST. GEORGES PARK-01/07/23-31/07/23 ACC.A0010476594	76.63	3.83	80.46
12/10/2023	Npower Commercial Gas Ltd	KTC-ST GEORGES PARK-01/02/23-28/02/23 ACC.A0010476594	58.02	2.90	60.92
12/10/2023	Npower Commercial Gas Ltd	KTC-ST. GEORGES PARK-01/08/23-31/08/23 ACC.A0010476594	117.03	5.85	122.88
12/10/2023	Npower Commercial Gas Ltd	KTC-ST GEORGES PARK-01/03/23-31/03/23 ACC.A0010476594	63.36	3.17	66.53
12/10/2023	Npower Commercial Gas Ltd	KTC-ST GEORGES PARK-01/04/23-30/04/23 ACC.A0010476594	92.96	4.65	97.61
17/10/2023	Post Office	Postage	446.10	0.00	446.10
18/10/2023	Tool Station	Adhesive & sealant gun	17.32	3.47	20.79
19/10/2023	Post Office	Postage	13.50	0.00	13.50
19/10/2023	Netti Incorporating Pixel Design	KTH-WORDPRESS HOSTING	15.00	3.00	18.00
19/10/2023	Netti Incorporating Pixel Design	KTH-ESSENTIAL CARE PLAN	30.00	6.00	36.00
19/10/2023	RS Taylor Service Ltd	KTC-REPAIRS TO POTHoles AT BROADWATERS PARK	1,440.00	288.00	1,728.00
19/10/2023	Signtech (Midlands) Ltd	KTC-'HAPPY TO CHAT' BENCH PLAQUE X4	24.00	4.80	28.80
19/10/2023	Signtech (Midlands) Ltd	KTC-'CLEAN UP AFTER YOUR DOG' SIGN X4	64.00	12.80	76.80
19/10/2023	FMS Integrated Building Services Ltd	KTH-ATTENDED SITE TO REPLACE FAULTY SENSORS-TESTED CHILLER.	261.89	52.38	314.27
19/10/2023	M & BG Ltd	KTC-MEDIUM TREE WORKS	2,830.00	566.00	3,396.00
19/10/2023	M & BG Ltd	KTC-HIGH TREE WORKS	4,350.00	870.00	5,220.00
19/10/2023	Thomas Woodhouse	KTC-COMBERTON RD HEDGE,STRIM WEEDS ALONG BROOMFIELD RD	510.00	0.00	510.00
19/10/2023	Thomas Woodhouse	KTC-WEED TALBOT ST9FROM FRANCHISE ST TO SUTTON RD,HOUSES SIDE ONLY)	120.00	0.00	120.00
20/10/2023	Npower Commercial Gas Ltd	Charges for Services Public Toilets Market 01/09/2023-30/09/2023	96.52	4.83	101.35
20/10/2023	Npower Commercial Gas Ltd	Charges for Landlord Waterfall Supply 01/09/2023-30/09/2023	53.25	2.66	55.91
24/10/2023	Eon	Supply at Horsefair Clock 01/09/23-30/09/23	62.14	3.11	65.25
25/10/2023	Spitfire	Call Charges & Service Charges	66.05	13.21	79.26
25/10/2023	Enterprise Rental	Vehicle Hire 30/06/2023 HT22JAU	134.14	26.82	160.96
26/10/2023	Water Plus	Charges for Services Toilet Block, Market Street 10/09/2023-10/10/2023	115.02	0.00	115.02
26/10/2023	Tudor (uk) Ltd T/A Tudor Environmental	KTC-BANDING TOOL,BUCKLES,S/STEEL BANDING	150.68	30.14	180.82

26/10/2023	Martyn Jones Engineering Services	KTC-LOCK REPLACEMENT AT BAXTER GARDENS	60.00	12.00	72.00
26/10/2023	Martyn Jones Engineering Services	KTC-CHANGE LOCK ON GATE-BAXTER	60.00	12.00	72.00
26/10/2023	RS Taylor Service Ltd	KTC-FLAILING AT BROADWATERS PARK	280.00	56.00	336.00
26/10/2023	Artelia Projects UK Ltd	KTC-CM SERVICES-SEPT 2023	2,728.00	545.60	3,273.60
26/10/2023	Hydrock Consultants Ltd	KTH-21317 BBIR-FIRE ENGINEERING SERVICES-RIBA STAGE 4 UPATED DESIGN-SEPT.2023	1,250.00	250.00	1,500.00
26/10/2023	Simon Shuck	KTC-REPAIRS TO FENCING & CONCRETE POSTS,WASTE REMOVAL AT GREATFIELD RD ALLOTMENT NO.46	473.00	0.00	473.00
27/10/2023	Npower	Clock Tower, Oxford St 01/09/2023-30/09/2023	54.92	2.75	57.67
27/10/2023	Amazon	Outdoor Plug in transformer	12.48	2.50	14.98
30/10/2023	City Cobble	Keys	25.00	0.00	25.00
31/10/2023	Birchen Coppice Academy	Ward grant - Darren Chambers	500.00	0.00	500.00
31/10/2023	Harkaway Scouts	Ward grant - Mary Rayner	50.00	0.00	50.00
31/10/2023	Anthony Collins Solicitors LLP	Cost Undertaking- deposit for legal work for Town Hall Project	1,800.00	0.00	1,800.00
31/10/2023	WFDC	October Salaries	24,155.90	18.00	24,173.90
01/11/2023	Fletcher Associates	Monthly Fee for the Personnel & Employment Law Scheme	250.00	50.00	300.00
02/11/2023	Uk Storage Company (SW) Ltd	KTH-24 HR ACCESS STORAGE & INS.-09/11/23-06/12/23	263.18	45.04	308.22
02/11/2023	Speller Metcalfe Malvern Ltd	KTC-TOWN HALL VALUATION OF WORKS-INTERIM CERT.NO.10	5,144.12	1,028.82	6,172.94
02/11/2023	FMS Integrated Building Services Ltd	KTC- REPAIRS TO MARKET STREET TOILETS	6,062.78	1,212.56	7,275.34
02/11/2023	FMS Integrated Building Services Ltd	KTH-ATTENDED SITE TO REPLACE FAN GUARD	697.27	139.45	836.72
02/11/2023	Ornamental Trees Ltd	KTC-PAULOWNIA TOMENTOSA TREE-150CM-200CM & PLANTING KIT	87.50	17.50	105.00
02/11/2023	Age Uk	Ward Grant - Cllr Juliet Smith	176.00	0.00	176.00
06/11/2023	Barclays Bank	Bank Charges	8.50	0.00	8.50
06/11/2023	Festive Lights	ConnectPro Cable Black	14.98	3.00	17.98
06/11/2023	Netti Incorporating Pixel Design	Concierge 01/10/2023	219.00	43.80	262.80
09/11/2023	Glenn Howells Architects Ltd	KTC-TOWN HALL SCOPE REDUCTION-VE SERVICES-APR.23-JULY 23	24,072.00	4,814.40	28,886.40
09/11/2023	Mann Williams Ltd	KTC-KTH CIVIL & STRUCTURAL ENGINEERING SERVICES	6,350.00	1,270.00	7,620.00
09/11/2023	Stage Right Theatre Consultants Ltd	KTC-SRTC SERVICES -REDESIGN FOR KTH-JULY & AUGUST 2023	4,588.16	917.63	5,505.79
09/11/2023	Hydrock Consultants Ltd	KTC-TOWN HALL, MAY M&E SUPPORT STAGE 4	2,224.00	444.80	2,668.80
09/11/2023	Hydrock Consultants Ltd	KTC-21317-BBIR KTH-JUNE M&E SUPPORT STAGE 4 REDESIGN 4A	17,974.00	3,594.80	21,568.80
09/11/2023	Hydrock Consultants Ltd	KTC-SEPTEMBER M&E SUPPORT STAGE 4	2,224.00	444.80	2,668.80
09/11/2023	Anthony Collins Solicitors LLP	KTC-ADVICE ON TOWN HALL CONTRACT-01/09/23-27/10/23	450.00	90.00	540.00
09/11/2023	Lyreco uk Ltd	KTC-PAPER,ENVELOPES,CARD	131.17	26.23	157.40
09/11/2023	Helen Kane - Access Included	KTC-DESIGN ADVICE & REVISIONS,ACCESS STATEMENT,CONSUL ON LIFTS,DOORS,WCS,ETC	1,150.00	230.00	1,380.00
09/11/2023	Osbourne Clarke LLP	KTC-GRANTS OF EASEMENTS-WEAVERS WHARF-05/10/23	5,000.00	1,000.00	6,000.00
13/11/2023	Iceland	Biscuits	3.00	0.00	3.00
13/11/2023	Iceland	Coffee and Tea Supplies	11.45	0.00	11.45
13/11/2023	o2	Town Clerk Mobile Phone	21.52	0.00	21.52
14/11/2023	SignTradeSupply	8 X Tamtorque	38.71	7.74	46.45
16/11/2023	Netti Incorporating Pixel Design	KTC-KIDDERMINSTER TOWN HALL WORDPRESS HOSTING	15.00	3.00	18.00
16/11/2023	Midlands Bike Marshals	KTC-BIKE MARSHALS FOR KIDDERMINSTER TON REMEMBRANCE PARADE	250.00	0.00	250.00
16/11/2023	Perfect Circle JV Ltd	KTH-PROFESSIONAL SERVICES	7,513.70	1,502.74	9,016.44
16/11/2023	Interdecs Maintenance Ltd	KTC-KIDDERMINSTER TOWN HALL WAR MEMORIALS MAINTENANCE-PAINT FLAGPOLE BASES	162.23	32.45	194.68
16/11/2023	Npower Commercial Gas Ltd	KTC-ST GEORGES PARK-01/09/23-30/09/23	77.45	3.87	81.32
16/11/2023	Npower Commercial Gas Ltd	KTC-ST GEORGES PARK-01/10/23-31/10/23	91.12	4.56	95.68
16/11/2023	Perfect Circle JV Ltd	KTH-PROFESSIONAL SERVICES	6,662.73	1,332.55	7,995.28
16/11/2023	Perfect Circle JV Ltd	KTH-PROFESSIONAL SERVICES	6,662.73	1,332.55	7,995.28
16/11/2023	Perfect Circle JV Ltd	KTH-PROFESSIONAL SERVICES	4,668.60	933.72	5,602.32
16/11/2023	Perfect Circle JV Ltd	KTH-PROFESSIONAL SERVICES	4,614.45	922.89	5,537.34
17/11/2023	Stephen Carrigan T/A Load Street Studios	KTC-SOUND SERVICES & PHOTOGRAPHY FOR REMEMBRANCE PARADE	556.50	111.30	667.80
17/11/2023	Stephen Carrigan T/A Load Street Studios	KTC-STAGE, SOUND & LIGHTING FOR CHRISTMAS LIGHTS-18TH DECEMBER	2,200.00	440.00	2,640.00
17/11/2023	City Electrical Factors	1 X COLUMN KEY	12.50	2.50	15.00
20/11/2023	B&M	2 x Stocking	12.00	0.00	12.00
20/11/2023	The Entertainer	E gifts	40.00	0.00	40.00
20/11/2023	Planning Co	Payment for planning application PP12608827	180.00	0.00	180.00
21/11/2023	Npower	Unidentified Expenditure	39.73		39.73
21/11/2023	eON	Supply at Horsefair Clock 01/10/23-31/10/23	68.46	3.42	71.88
21/11/2023	King of Hearts Creative Outreach	Ward Grants - Cllr Oborski	250.00	0.00	250.00
21/11/2023	PCC of Kidderminster	Ward Grants - Cllr Oborski	150.00	0.00	150.00
21/11/2023	Wyre Forest School	Ward Grant - Cllr Juliet Smith	300.00	0.00	300.00
22/11/2023	Npower	Public Toilets market street 01/10/23-31/10/23	167.71	8.39	176.10
23/11/2023	Netti Incorporating Pixel Design	KTH-ESSENTIAL CARE PLAN	30.00	6.00	36.00
23/11/2023	Grace Eleanor Summers	KTC-JUKEBOX JEMS DUO-XMAS LIGHTS SWITCH ON	230.00	0.00	230.00
23/11/2023	Hydrock Consultants Ltd	KTH-FIRE ENGINEERING FEES-RIBA STAGE 4,UPDATED DESIGN-OCTOBER 2023	1,250.00	250.00	1,500.00
23/11/2023	Headway Traffic Management (West) Ltd	KTC-TRAFFIC MANAGEMENT ST.MARY'S RINGWAY-12/11/23	1,790.00	358.00	2,148.00

23/11/2023	Cavetto Building Consultancy Ltd	KTH-WEAVERS WHARF PARTY WALL ASPECTS-TO END OF JULY 2023	1,282.50	0.00	1,282.50
24/11/2023	Spitfire	Call Charges & Service Charges	66.05	13.21	79.26
24/11/2023	B & Q	Various items	25.95	5.19	31.14
27/11/2023	Water Plus	Charges for Services at New Public Toilet Block 10/10/23-10/11/23	118.75	0.00	118.75
27/11/2023	Enterprise Rental	vehicle hire 28/09/23 & 20/09/23	170.39	34.07	204.46
28/11/2023	Npower	Charges for clock tower 01/10/23-31/10/23	66.43	3.32	69.75
29/11/2023	Friends of Bringtons Park	Grant funding for Christmas Fair	150.00	0.00	150.00
29/11/2023	Kidderminster & District Youth Trust	Ward Grant - Doug Hine	150.00	0.00	150.00
30/11/2023	Barclays Bank	Petty Cash	284.92	7.16	292.08
30/11/2023	Hire It (Kidderminster)	KTC-HIRE OF LEAF BLOWER & FUEL	34.80	6.96	41.76
30/11/2023	WFDC	KTH-INCOME/EXPENITURE REIMBURSEMENT-01/08/23-31/10/23	7,137.66	1,184.95	8,322.61
30/11/2023	Intelect Electrical Contractors Ltd	KTC-KIDDERMINSTER WATERFALL-REPLACE EXISTING LIGHT SENSOR WITH TAMPERPROOF VERSION	187.50	37.50	225.00
30/11/2023	Tree Wizards Ltd	KTC-REMOVE CONIFERS OVERHANGING NEIGHBOURING PROPERTY AT BAXTER GARDENS,CHIP & REMOVE WASTE	3,250.00	0.00	3,250.00
30/11/2023	Tree Wizards Ltd	KTC-REDUCE HEDGE & TAKE OUT DYING BIRCH TREE AT ST.GEORGES PARK	1,325.00	0.00	1,325.00
30/11/2023	Tree Wizards Ltd	KTC-REDUCE & FACE UP HEDGE ALONGSIDE FOOTBALL PITCH	3,025.00	0.00	3,025.00
30/11/2023	Hydrock Consultants Ltd	KIDDERMINSTER TOWN HALL-REDESIGN 4a	15,750.00	3,150.00	18,900.00
30/11/2023	Curtis Fudge T/AGene Genie & The Lemon Squeezers	KTC-XMAS LIGHT SWITCH ON PERFORMANCE	600.00	0.00	600.00
30/11/2023	Simon Shuck	KTC-TIDY PLAY AREA,LITTER PICK & WATER PLANTERS AT BAXTER GARDENS,ST.GEORGES PARK & BROADWATERS-19/05/23-30/09/23	1,360.00	0.00	1,360.00
30/11/2023	Heatflow Contracts Ltd	KTC-INVESTIGATE LEAK AT ALLOTMENTS	145.00	29.00	174.00
30/11/2023	Heatflow Contracts Ltd	KTC-REPAIRS TO LEAK AT ALLOTMENTS	1,595.00	319.00	1,914.00
30/11/2023	SLCC Enterprises Ltd	KTC-JOB VACANCY ADVERTISING-GOLD PACKAGE-3 WEEKS FOR CEO/TOWN CLERK	309.00	61.80	370.80
30/11/2023	J T Murrall	KTC-NHLF-HERITAGE LOTTERY CO-ORDINATOR-NOVEMBER 23	1,280.00	0.00	1,280.00
30/11/2023	Wyre Forest Dial a Ride	Ward Grant - David Ross	500.00	0.00	500.00
01/12/2023	Fletcher Associates	Monthly Fee for the Personnel & Employment Law Scheme	250.00	50.00	300.00
01/12/2023	B&Q	2 x OSB3 15 x 607 x 1120mm, Timber Cut and 1 x Self Drilling Screws	37.30	0.00	37.30
04/12/2023	Barclays Bank	Charges	8.50		8.50
05/12/2023	WFDC	November Salaries	35,076.43	18.00	35,094.43
06/12/2023	Netti Incorporating Pixel Design	01/12/2023 Concierge charge	219.00	43.80	262.80
07/12/2023	Novar Systems Ltd	KTH-REPAIRS TO ALARM SENSOR BY MUSIC ROOM	244.25	48.85	293.10
07/12/2023	Kidderminster Pest Control Limited	KTC-BROADWATERS PARK-MOLE TREATMENT	300.00	60.00	360.00
07/12/2023	Uk Storage Company (SW) Ltd	KTH-24 HR ACCESS STORAGE & INS-07/12/23-03/01/24	263.18	45.04	308.22
07/12/2023	Perfect Circle JV Ltd	KTH-PROFESSIONAL SERVICES-TRANSFORMATION PROJECT	4,614.13	922.82	5,536.95
07/12/2023	Perfect Circle JV Ltd	KTH-LUF-NOVEMBER 2023	16,581.02	3,316.20	19,897.22
08/12/2023	Water Plus	charges for services at public conveniences 300 Stourbridge Road 22/10/23-22/11/23	14.07	0.90	14.97
11/12/2023	Tilly's café	Refreshments	197.00	0.00	197.00
11/12/2023	John Beard Tools and Ironmongery	Various Items	345.30	69.06	414.36
11/12/2023	John Beard Tools and Ironmongery	Padlock and numerous keys	79.52	15.90	95.42
12/12/2023	O2	Town Clerk Mobile Phone	21.52		21.52
13/12/2023	Subway	Various items	38.68	1.23	39.91
13/12/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	50K Investment	50,000.00	0.00	50,000.00
14/12/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	45K Investment	45,000.00	0.00	45,000.00
14/12/2023	Intelect Electrical Contractors Ltd	KTC-STREET LIGHT FAULT AT BROADWATERS PARK	513.76	102.75	616.51
14/12/2023	Artelia Projects UK Ltd	KTH-CM SERVICES-NOVEMBER 2023	2,728.00	545.60	3,273.60
14/12/2023	Tree Wizards Ltd	KTC-TREE WORKS AT BAXTER PARK	2,700.00	0.00	2,700.00
14/12/2023	Stage Right Theatre Consultants Ltd	KTC-CONSULTANCY SERVICES FOR THEATRE DESIGN AT TOWN HALL-STAGE 5 & 6 SERVICES-NOVEMBER 23 PAYMENT 1 OF 20	797.15	159.43	956.58
14/12/2023	Hydrock Consultants Ltd	KTH-21317BBIR-OCTOBER M&E SUPPRT STAGE 4	2,224.00	444.80	2,668.80
14/12/2023	Hoare Lea LLP	KTH REDEVELOPMENT-CONSULTANCY SERVICES FOR ACOUSTICS-EXTRA WORKS RE EW1 STAGE 4 VE	2,000.00	400.00	2,400.00
14/12/2023	Anthony Collins Solicitors LLP	KTC-DEED OF EASMENT-WEAVERS SERVICE YARD TO REAR OF TOWN HALL-14/07/23-14/11/23-discount received	2,525.60	570.00	3,095.60
14/12/2023	FMS Integrated Building Services Ltd	KTH-REPLACE WATER HEATER AT MARKET STREET TOILETS	704.75	117.46	704.75
14/12/2023	St John Ambulance	KTC-1ST AID MEDICAL COVER FOR REMEMBRANCE SUNDAY PARADE	105.60	21.12	126.72
14/12/2023	Total Merchandise Ltd	KTC-VICTORIA TEDDY BEARS,COLOUR SET UP & DELIVERY	1,033.17	206.63	1,239.80
14/12/2023	J T Murrall	KTC-NHLF AJOURNEY THROUGH KTH-HERITAGE LOTTERY CO-ORDINATOR CONSULTANCY FOR DEC.2023	1,280.00	0.00	1,280.00
14/12/2023	Online Redirections	Online Redirections	1,140.00	0.00	1,140.00
15/12/2023	Barclays Bank	Ward Grant from Sarah Hook to Kidderminster Youth House	500.00	0.00	500.00
15/12/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	48K Investment	48,000.00	0.00	48,000.00

15/12/2023	Aldi	17 x mince pies	18.53	0.00	18.53
15/12/2023	Iceland	Drink Supplies	6.25	0.00	6.25
18/12/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	49K Investment	49,000.00	0.00	49,000.00
18/12/2023	Wyre Forest Green Alliance	Greener Living Fair - Feb 2024	400.00	0.00	400.00
19/12/2023	CCLA - HSBC AS DEPOSITARY OF THE PUBLIC SECTOR DEPOSIT FUND	50K Investment	50,000.00	0.00	50,000.00
20/12/2023	Netti Incorporating Pixel Design	Wordpress Hosting - 13/12/23	15.00	3.00	18.00
20/12/2023	Hire It (Kidderminster)	H/Duty Tracked Skip Loader, Fuel, Delivery and Collection 12/12/23	82.40	16.48	98.88
20/12/2023	Severn Trent Water Ltd	Kidderminster Town Hall - Budget Water Diversion (LUF and Transformation)	631.85	126.37	758.22
20/12/2023	Oliver Lawley T/A O & J Electrical	Quotation to replace DOL Starter in King Charles Room for fan - Kidderminster Town Hall	350.00	70.00	420.00
20/12/2023	RS Taylor Service Ltd	St Marys Church - Replace Damaged Slabs and Repair Steps Dec 2023	1,634.10	326.82	1,960.92
20/12/2023	Glenn Howells Architects Ltd	Architectural Services (Stage 4b-Production Info) Post Tender- Kidderminster Town Hall	20,405.00	4,081.00	24,486.00
20/12/2023	Npower Commercial Gas Ltd	Kidderminster Town Hall 01/12/23 - 30/11/24	450.00	90.00	540.00
20/12/2023	Npower Commercial Gas Ltd	St Georges Park 01/11/23 - 30/11/23	88.05	4.40	92.45
20/12/2023	Speller Metcalfe Malvern Ltd	PCSA Valuation 11 issued by Glenn Hardy - T3847/GH/DIWI	5,144.12	1,028.82	6,172.94
20/12/2023	Perfect Circle JV Ltd	Professional Services - Kidderminster Town Hall	4,614.13	922.82	5,536.95
20/12/2023	Perfect Circle JV Ltd	Professional Services - Kidderminster Town Hall	22,637.34	4,527.47	27,164.81
20/12/2023	Kidderminster Mirror & Glass Ltd	Kidderminster Town Council - Hack out and reglaze broken glass	158.36	31.67	190.03
21/12/2023	Spitfire	Call Charges & Service Charges	66.05	13.21	79.26
21/12/2023	Npower	Supply for Market Street Public Toilets 01/11/2023-30/11/2023	211.51	10.58	222.09
21/12/2023	Npower	Supply for Landlord Water Supply 01/11/23-30/11/23	66.93	3.35	70.28
21/12/2023	Eon	Supply at Horsefair Clock 01/11/23-30/11/23	68.52	3.43	71.95
27/12/2023	Fenland leisure	Rope repair tape & delivery	24.67	4.93	29.60
28/12/2023	Npower	Supply for Clock Tower Oxford St 01/11/2023-30/11/2023	53.76	2.69	56.45
29/12/2023	Enterprise Rental	Vehicle Hire 24/10/23-26/10/23, 14/11/23-15/11/23, 09/11/23-10/11/23, 02/11/23-03/11/23	509.48	101.91	611.39
02/01/2024	WFDC	Rent for the period 25/12/23-24/03/24	4,875.00	975.00	5,850.00
02/01/2024	Fletcher Associates	Monthly Fee for the Personnel & Employment Law Scheme	250.00	50.00	300.00
03/01/2024	Friends of St Georges Park	Ward grant - Cllr Oborski	100.00	0.00	100.00
03/01/2024	Wyre Forest School	Ward Grant - Edward Stokes	500.00	0.00	500.00
05/01/2024	Go Cardless	Concierg 01/01/24	219.00	43.80	262.80
05/01/2024	MFG Kidderminster	Fuel	15.00	0.00	15.00
05/01/2024	Dial a Ride	Ward Grant-Cllr Mary Rayner	100.00	0.00	100.00
05/01/2024	Wyre Forest & South Worcestershire Nightstop	Ward Grant-Cllr Mary Rayner	100.00	0.00	100.00
05/01/2024	Kidderminster Male Choir	Ward Grant-Cllr Mary Rayner	100.00	0.00	100.00
05/01/2024	St George's Church	Ward Grant-Cllr Mary Rayner	50.00	0.00	50.00
08/01/2024	Water Plus	Charges for 300 Stourbridge Rd 22/11/23-22/12/23	13.72	0.88	14.60
09/01/2024	Barclays Bank	Charges	12.88		12.88
10/01/2024	WFDC	December Salaries	27,414.87	18.00	27,432.87
11/01/2024	O2	Town Clerk Mobile Phone	21.52	0.00	21.52
11/01/2024	Intelect Electrical Contractors Ltd	KTC-LED STREET LIGHT REPAIRS AT BROADWATERS PARK	993.76	198.75	1,192.51
11/01/2024	Intelect Electrical Contractors Ltd	KTC-ST MARY'S CHURCH-REPLACE 3 STREET LIGHT HEADS	1,596.48	319.30	1,915.78
11/01/2024	Tudor (uk) Ltd T/A Tudor Environmental	KTC-STEEL MESH TREE GUARD	42.98	8.60	51.58
11/01/2024	Simon Shuck	KTC-TWICE WEEKLY ATTEND BAXTER GARDENS, ST GEORGES & BROADWATERS-01/10/23-31/12/23	795.00	0.00	795.00
16/01/2024	Tool Station	Various Items	101.12	-1.07	100.05
17/01/2024	WFDC	Reimbursement of Costs - General 01/11/23-30/11/23	2,901.47	543.62	3,445.09
17/01/2024	Uk Storage Company (SW) Ltd	KTC-24 HR ACCESS STORAGE WITH INSURANCE-04/01/23-31/01/24	263.18	45.04	308.22
17/01/2024	M & BG Ltd	KTC-GROUNDS MAINTENANCE WORKS-JAN,FEB,MAR	3,500.00	700.00	4,200.00
17/01/2024	Simon Shuck	KTC-REMOVE GRAFFITI & PRESSURE WASH BASE & ALGAECIDE TREATMENT	320.00	0.00	320.00
17/01/2024	Stephen Bellion	KTC-REDECORATION OF TOWN HALL ORGAN PIPES	16,000.00	3,200.00	19,200.00
17/01/2024	Speller Metcalfe Malvern Ltd	KTC-KTH VALUATION OF WORKS / INTERIM CERT NO.1-GLEEDS MANAGEMENT SERVICES	41,666.67	8,333.33	50,000.00
18/01/2024	Speller Metcalfe Malvern Ltd	KTC-KTH VALUATION OF WORKS / INTERIM CERT NO.1-GLEEDS MANAGEMENT SERVICES	41,666.67	8,333.33	50,000.00
18/01/2024	Tippers Kidderminster	1 x Bulk Bag	49.50	9.90	59.40
22/01/2024	Npower	Charges for services Market St Public Toilets 01/12/23-31/12/23	209.09	10.45	219.54
22/01/2024	Npower	Charges for Landlord Waterfall Supply 01/12/2023-31/12/2023	68.42	3.42	71.84
22/01/2024	Speller Metcalfe Malvern Ltd	KTC-KTH VALUATION OF WORKS / INTERIM CERT NO.1-GLEEDS MANAGEMENT SERVICES	2,346.58	469.32	2,815.90
23/01/2024	Eon	Suppy at Horsefair Clock 01/12/23-31/12/23	57.91	2.90	60.81
25/01/2024	Spitfire	Call Charges & Service Charges	66.05	13.21	79.26
25/01/2024	Enterprise Rental	Vehicle Hire 07/12/23, 14/12/23, 21/12/23, 23/11/23, 30/11/23	456.95	91.39	548.34
25/01/2024	Netti Incorporating Pixel Design	KTC-KIDDERMINSTER TOWN HALL, WORDPRESS HOSTING	15.00	3.00	18.00
25/01/2024	Netti Incorporating Pixel Design	KTC-TOWN HALL ESSENTIAL CARE PLAN	30.00	6.00	36.00

25/01/2024	RS Taylor Service Ltd	KTC-ST GEORGES PARK, RE INTSALL SIGN-11/01/24	200.00	40.00	240.00
25/01/2024	RS Taylor Service Ltd	KTC-BROADWATERS PARK-REPAIRS TO DRAINS	1,200.00	240.00	1,440.00
25/01/2024	Npower Commercial Gas Ltd	KTC-ELECTRICITY SUPPLY FOR ST GEORGES PARK-01/12/23-31/12/23 ACC. A0010476594	93.22	4.66	97.88
25/01/2024	FMS Integrated Building Services Ltd	KTC-5X TOILET ROLL DISPENSERS	324.94	64.99	389.93
25/01/2024	M & BG Ltd	KTC-WORK TO THE BROOK-DECEMBER 23	6,200.00	1,240.00	7,440.00
25/01/2024	Thomas Woodhouse	KTC-WORK CARRIED OUT AT MAGPIE WAY,RAY MERCER WAY,WORCESTER RD X2	320.00	0.00	320.00
25/01/2024	Royal Mail Property & Facilities Solutions Ltd	KTC-RELOCATION OF POST BOX ON VICAR STREET KIDDERMINSTER	750.00	150.00	900.00
29/01/2024	Npower	Charges for services Clock Tower, Oxford Street 01/12/23-31/12/23	51.52	2.58	54.10
31/01/2024	Paperstone	2 x Durable table place name holder (pack of 25)	127.98	25.59	153.57
01/02/2024	Fletcher Associates	Monthly Fee for the Personnel & Employment Law Scheme	250.00	50.00	300.00
01/02/2024	WFDC	January Salaries	25,180.67	20.00	25,200.67
01/02/2024	Wyre Forest District Council	KTC-SLA QTR 3 SUPPORT-OCT DEC 2023	33,430.00	6,686.00	40,116.00
01/02/2024	Signtech (Midlands) Ltd	KTC-DIBOND SIGNS-600MMX1000MM & 550MMX430MM	88.80	17.76	106.56
01/02/2024	Uk Storage Company (SW) Ltd	KTC-STORAGE UNIT WITH 24 HOUR ACCESS & INSURANCE-01/02/24-28/02/24	263.18	45.04	308.22
01/02/2024	Fletcher Associates Ltd	KTC-RECRUITMENT SUPPORT FOR CEO POSITION	502.90	100.58	603.48
01/02/2024	Fletcher Associates Ltd	KTC-PUBLIC REALM & OPERATIONS OFFICER INTERVIEWS-11/01/24	352.50	70.50	423.00
01/02/2024	Perfect Circle JV Ltd	KTC-TOWN HALL PROFESSIONAL SERVICES	10,543.32	2,108.66	12,651.98
01/02/2024	J T Murrall	KTC-HERITAGE LOTTERY CO-ORDINATOR CONSULT FOR JAN 2024	1,280.00	0.00	1,280.00
05/02/2024	Barclays Bank	Charges	10.00	0.00	10.00
05/02/2024	John Beard Tools and Ironmongery	Various items	65.12	13.02	78.14
05/02/2024	Tool Station	Digital thermometer	13.32	2.66	15.98
06/02/2024	Go Cardless	Concierge 01/02/24	219.00	43.80	262.80
08/02/2024	Wyre Forest District Council	KTC-REIMBURSEMENT OF GENERAL COSTS-01/12/23-31/12/23	2,510.34	428.74	2,939.08
08/02/2024	Caroline Taylor Consulting Ltd	KTC-ST GEORGES PADDLING POOL FUNDRAISING WORK-STAGE 1	1,580.00	0.00	1,580.00
08/02/2024	Artelia Projects UK Ltd	KTC-TOWN HALL CM MAIN SERVICES-DECEMBER 2023	1,000.00	200.00	1,200.00
08/02/2024	Stage Right Theatre Consultants Ltd	KTC-CONSULT FOR THEATRE DESIGN AT TOWN HALL-STAGES 5&6-DECEMBER 23-PAYMENT 2 OF 20	797.15	159.43	956.58
08/02/2024	Gallagher Insurance	KTC-TOWN HALL INSURANCE-12/01/24-16/05/25	23,191.80	0.00	23,191.80
09/02/2024	Go Outdoors	Various Items	130.00	0.00	130.00
09/02/2024	Toolstation	1x minotaur Secure Joint Drain Rods	26.65	5.33	31.98
12/02/2024	Water Plus	Charges for service at 300 Stourbridge Rd, Kidderminster 22/12/23-14/01/24	8.06	0.38	8.44
12/02/2024	O2	Town Clerk Mobile Phone	21.52		21.52
14/02/2024	BS FIXINGS	Various clamps	76.22	15.24	91.46
15/02/2024	Barclays Bank	Ward Grant from Shazu Miah for King of Hearts Creative Outreach	500.00	0.00	500.00
15/02/2024	Screwfix	Unidentified Expenditure	6.99		6.99
20/02/2024	Water Plus	Charges for Services at New Public Toilet Block, Market Street 04/01/24-04/02/24	96.00	0.00	96.00
21/02/2024	Npower	Supply for Public Toilets - Market St 01/01/24-31/01/24	234.63	11.73	246.36
21/02/2024	Npower	Supply for Landlord Water Supply, Comberton Hill 01/01/24-31/01/24	74.07	3.70	77.77
21/02/2024	Eon	Supply at Horsefair Clock 01/01/24-31/01/24	45.39	2.27	47.66
21/02/2024	Netti Incorporating Pixel Design	KTC-TOWN HALL WORDPRESS HOSTING	15.00	3.00	18.00
21/02/2024	WFDC	KTC-COMMERCIAL WASTE CONTRACT-01/04/22-31/03/23	2,590.00	0.00	2,590.00
21/02/2024	WFDC	KTC- QTR 4 SLA-JAN-MAR 2024	33,430.00	6,686.00	40,116.00
23/02/2024	Spitfire	Call Charges & Service Charges	66.05	13.21	79.26
27/02/2024	Enterprise Rental	Vehicle hire 03/01-04/01, 11/01, 18/01/24	233.17	46.63	279.80
27/02/2024	Npower Commercial Gas Ltd	KTC-ST.GEORGES PARK-01/01/24-31/01/24	95.78	4.79	100.57
28/02/2024	Npower	Electricity Supply to Clock Tower Oxford St 01/01/24-31/01/24	54.72	2.74	57.46
29/02/2024	Novar Systems Ltd	KTC-REAPIRS TO ALARMS AT TOWN HALL IN MAY 23	418.06	83.61	501.67
29/02/2024	Wyre Forest District Council	KTC-COMMERCIAL WASTE & RECYCLING ANNUAL CONTRACT-TOWN HALL-01/01/23-31/03/24	2,880.00	0.00	2,880.00
29/02/2024	Wyre Forest District Council	KTC-REMOVAL OF BIKE STAND,PLANTER ,POST FROM KTH	4,260.85	852.17	5,113.02
29/02/2024	Glenn Howells Architects Ltd	KTC-TOWN HALL-ARCHITECTURAL SERVICES, DECEMBER-UPDATE TO STAGE 4B	28,013.50	5,602.70	33,616.20
29/02/2024	Uk Storage Company (SW) Ltd	KTC-24 HR STORAGE CHARGE WITH INSURANCE-29/02/24-27/03/24	263.18	45.04	308.22
29/02/2024	Stephen Bellion	KTC-REDECORATION OF TOWN HALL ORGAN PIPES	32,000.00	6,400.00	38,400.00
29/02/2024	Thomas Woodhouse	KTC-CUT BACK & TIDY AREA ON CORNER OF SPENNELLS VALEY/HERONSWOOD RD	150.00	0.00	150.00
29/02/2024	Thomas Woodhouse	KTC-CUT BACK HEDGE ALONG ALLEY BY JAY PARK CRESCENT & WASTE REMOVAL	285.00	0.00	285.00
29/02/2024	HD Plants Ltd	KTC-BEECH 180/200CM BARE ROOT X30	319.74	63.95	383.69
29/02/2024	J T Murrall	KTC-SERVICES RE.NHLF-A JOURNEY THROUGH KTH-HERITAGE LOTTERY CO-ORDINATOR CONSULT-MILESTONE 1 PAYMENT,FEB 2024	1,456.00	0.00	1,456.00
29/02/2024	J T Murrall	KTC-SERVICES RE.NHLF-A JOURNEY THROUGH KTH-HERITAGE LOTTERY CO-ORDINATOR CONSULT-FEB 2024	1,280.00	0.00	1,280.00
29/02/2024	National Life Stories	KTC-TRAINING COURSE-18TH-19TH APRIL 2024-INTRO TO ORAL HISTORY	144.00	0.00	144.00
29/02/2024	WFDC	February salaries	26,183.00	18.00	26,201.00
01/03/2024	Water Plus	Charges for services at 300 Stourbridge Road 22/02/23-22/09/23	0.64	0.00	0.64
01/03/2024	Fletcher Associates	Monthly Fee for the Personnel & Employment Law Scheme	250.00	50.00	300.00
04/03/2024	Amazon	1 x Christmas bauble box	19.12	3.83	22.95
04/03/2024	Speller Metcalfe Malvern Ltd	KTC-TOWN HALL-VALUATION OF WORKS AS PER INTERIM CERT.NO.2-16/02/24 (part payment 1)	41,666.67	8,333.33	50,000.00

04/03/2024	Speller Metcalfe Malvern Ltd	KTC-TOWN HALL-VALUATION OF WORKS AS PER INTERIM CERT.NO.2-16/02/24 (part payment 2)	41,666.66	8,333.34	50,000.00
04/03/2024	Amazon	1 x pack of tea light candles	6.66	1.33	7.99
04/03/2024	Amazon	1 x Storage Box	28.33	5.67	34.00
04/03/2024	Amazon	Various Items	104.74	20.97	125.71
05/03/2024	Speller Metcalfe Malvern Ltd	KTC-TOWN HALL-VALUATION OF WORKS AS PER INTERIM CERT.NO.2-16/02/24 (part payment 2)	41,666.67	8,333.33	50,000.00
07/03/2024	Simon Shuck	KTC-BAXTER GARDENS,ST.GEORGES & BROADWATERS-TWICE WEEKLY LITTER PICK, BLOW CHIPPINGS TO PLAY AREA(BAXTER)-W/C 020124-26/02/24	522.00	0.00	522.00
07/03/2024	Perfect Circle JV Ltd	KTC-PROFESSIONAL SERVICES AT TOWN HALL	10,543.32	2,108.66	12,651.98
11/03/2024	Water Plus	Public Conveniences Vicar Street 12/02/24-01/04/24	5.31	0.00	5.31
11/03/2024	Water Plus	Housing Aid- Town Hall, Vicar 12/02/24-01/04/24	247.23	27.31	274.54
11/03/2024	Water Plus	Charges for servies at Court Room & Town Hall, Vicar St 12/02/24-01/04/24	292.78	32.41	325.19
12/03/2024	Esso	Diesel	87.93	17.59	105.52
13/03/2024	o2	Town Clerk Mobile Phone	21.52		21.52
13/03/2024	Water Plus	Charges for Services at Town Hall, Kidderminster 12/02/24-01/04/24	1,271.06	141.99	1,413.05
13/03/2024	Screwfix	1 x Ladder	149.99	30.00	179.99
14/03/2024	Wyre Forest District Council	KTC-KIDDERMINSTER TOWN HALL INCOME/EXPENDITURE REIMBURSEMENT FOR 01/01/24-31/01/24	9,250.62	1,850.12	11,100.74
14/03/2024	Stephen Carrigan T/A Load Street Studios	KTC-TOWN HALL-SOURCE LIGHTING & SOUND EQUIPMENT & ADVISE ON BUDGETS & SAVINGS ON EXISTING PROPOSALS	300.00	60.00	360.00
14/03/2024	Tree Wizards Ltd	KTC-TREEWORKS AT ST GEORGES PARK & BAXTER GARDENS	6,875.00	0.00	6,875.00
14/03/2024	Stage Right Theatre Consultants Ltd	KTC-CONSULT FOR THEATRE DESIGN AT TOWN HALL-STAGE 5 & 6 FEB 2024-PAYMENT 4 OF 20	797.15	159.43	956.58
14/03/2024	Hydrock Consultants Ltd	KTC-TOWN HALL DEC M&E SUPPORT STAGE 4	2,224.00	444.80	2,668.80
14/03/2024	Hydrock Consultants Ltd	KTC-TOWN HALL, FEB M&E SUPPORT STAGE 4	2,224.00	444.80	2,668.80
14/03/2024	Lyreco uk Ltd	KTC-A4 PAPER-MAR24	59.85	11.97	71.82
14/03/2024	FMG Consulting Ltd	KTC-CATERING REPORT FOR NEW TOWN HALL REDEVELOPMENT	1,000.00	200.00	1,200.00
14/03/2024	TDR Heritage Ltd	KTC-BUILDING STORIES ONLINE TRAINING FOR J.MURRALL-27/03/24	75.00	15.00	90.00
14/03/2024	Nina Price	KTC-REWRITE UKSPF APPLICATION TO REFLECT CHANGES OF TOWN HALL TRANSFORMATIONAL PROJECT	600.00	0.00	600.00
14/03/2024	Gallagher Insurance	KTC-TOWN HALL PREMISES INSURANCE-30/01/24-29/01/25	46,653.12	0.00	46,653.12
14/03/2024	Gallagher Insurance	KTC-TOWN HALL PREMISES INSURANCE-30/01/24-29/01/25	46,653.12	0.00	46,653.12
15/03/2024	Gallagher Insurance	KTC-TOWN HALL TRANSFORMATION PROJECT-19/01/24-16/05/25	9,520.00	0.00	9,520.00
18/03/2024	Lime Leasing Ltd	KTC-HIRE OF FORD RANGER TREMOR-HV24THF	4,975.00	995.00	5,970.00
19/03/2024	Water Plus	Unidentified Expenditure	68.18		68.18
20/03/2024	Asda	13.51 m4 kidderminster Asda	100.00		100.00
21/03/2024	Npower	Services at Public Toilets - Market Street 01/02/24-29/02/24	163.15	8.16	171.31
21/03/2024	Eon	Unidentified Expenditure	43.88		43.88
21/03/2024	Mr A T Morris	KTC-3RD & 4TH QTR PAYMENT-HONORARIUM, TOWN HALL ORGANIST 2023-2024	200.00	0.00	200.00
21/03/2024	Netti Incorporating Pixel Design	KTC-TOWN HALL WORDPRESS HOSTING	15.00	3.00	18.00
21/03/2024	Netti Incorporating Pixel Design	KTC-TOWN HALL ESSENTIAL CARE PLAN	30.00	6.00	36.00
21/03/2024	Oliver Lawley T/A O & J Electrical	KTC-EICR AT MARKET STREET,BROADWATERS PARK,BAXTER GARDENS,ST GEORGES PARK TOILETS	640.00	128.00	768.00
21/03/2024	Artelia Projects UK Ltd	KTC-TOWN HALL CM MAIN SERVICES-JAN 2024	1,909.00	381.80	2,290.80
21/03/2024	Artelia Projects UK Ltd	KTC-TOWN HALL COST MANAGEMENT SERVICES-FEB 2024	1,909.00	381.80	2,290.80
21/03/2024	MGAC LLP	KTC-TOWN HALL TRANSFORMATION DESIGN SERVICES	500.00	100.00	600.00
21/03/2024	Thomas Fattorini Ltd	KTC-NAME BADGES & CARRIAGE	126.15	25.23	151.38
22/03/2024	Spitfire	Service Charges	66.05	13.21	79.26
25/03/2024	Regency Taxis	Unidentified Expenditure	15.15		15.15
25/03/2024	The Range	Batteries	46.99	0.00	46.99
25/03/2024	Timpson	Various Keys	157.00	0.00	157.00
26/03/2024	Ebay	Unidentified Expenditure	4.98		4.98
26/03/2024	Toolstation	Various	1,693.27	0.00	1,693.27
26/03/2024	Screwfix	Various	440.77		440.77
27/03/2024	Kidderminster District & Youth Trust (KDYT)	WFDC Community Events Grant Fund	427.00	0.00	427.00
27/03/2024	Kidderminster Choral Society (KCS)	WFDC Community Events Grant Fund	652.00	0.00	652.00
27/03/2024	Kidderminster Male Choir (KMC)	WFDC Community Events Grant Fund	849.83	0.00	849.83
27/03/2024	Offmore & Comberton Action Group (OCAAG)	WFDC Community Events Grant Fund	1,427.00	0.00	1,427.00
27/03/2024	Comberton Primary School	WFDC Community Events Grant Fund	250.00	0.00	250.00
27/03/2024	St Georges Church	WFDC Community Events Grant Fund	427.00	0.00	427.00
27/03/2024	Offmore Primary School	WFDC Community Events Grant Fund	427.00	0.00	427.00
27/03/2024	St Peters Community Church	WFDC Community Events Grant Fund	427.00	0.00	427.00
27/03/2024	Museum of Carpet	WFDC Community Events Grant Fund	225.00	0.00	225.00
27/03/2024	SENstation	WFDC Community Events Grant Fund	652.00	0.00	652.00
27/03/2024	Friends of Springfield Park	WFDC Community Events Grant Fund	652.00	0.00	652.00
27/03/2024	Harkaway Scout Group	WFDC Community Events Grant Fund	427.00	0.00	427.00
27/03/2024	Friends of Broadwaters Park	WFDC Community Events Grant Fund	652.00	0.00	652.00
27/03/2024	Berrington Court	WFDC Community Events Grant Fund	300.00	0.00	300.00
27/03/2024	Enterprise Rental	Vehicle Hire 24/01-25/01/24, 15/02/24, 08/02-09/02/24, 01/02/24	287.04	57.42	344.46

28/03/2024	SENstation	Reissue of WFDC Community Events Grant Fund as original payment bounced	652.00	0.00	652.00
28/03/2024	Wyre Forest District Council	KTC-GENERAL REIMBURSEMENT COSTS-01/02/24-29/02/24	3,612.17	784.24	4,396.41
28/03/2024	Wyre Forest District Council	KTC-MOBILE PHONES,NOV-JAN-B/BAND,OCT*NOV-HSBC SUB CHARGE,NOV-DEC-PRINT MANAGEMENT,QTR3-MFD RENTAL QTR3-VEND MACHINE TOKEN-SMART PENSION FEE-ROOM BOOKINGS	1,593.60	318.72	1,912.32
28/03/2024	Wyre Forest District Council	KTC-VARIOUS CHARGES FROM JULY - NOVEMBER 2023	2,187.29	437.46	2,624.75
28/03/2024	Oliver Lawley T/A O & J	ktc-market st toilets -replace PIR	95.00	19.00	114.00
28/03/2024	Oliver Lawley T/A O & J	ktc-broadwaters park-repairs to bridge lights	480.00	96.00	576.00
28/03/2024	Glenn Howells Architects Ltd	KTC-TOWN HALL ACHITECTURAL SERVICES-UPDATE STAGE 5	14,604.82	2,920.96	17,525.78
28/03/2024	Npower Commercial Gas Ltd	KTC-ST GEORGES PARK -01/02/24-29/02/24	79.12	3.96	83.08
28/03/2024	Simon Shuck	MKTC-MAINTENANCE OF FURNITURE IN ST GEORGES PARK	6,993.00	0.00	6,993.00
28/03/2024	Simon Shuck	KTC-MAINTENANCE IN BROADWATERS PARK-PREP & PAINT FURNITURE	4,448.00	0.00	4,448.00
28/03/2024	Hugh Harris Ltd T/A Fresh Air Fitness	KTC-SEATED LEG PRESS	508.00	101.60	609.60
28/03/2024	SLCC Enterprises Ltd	KTC-LINK WEBSITE WITH SOCIAL MEDIA-25/06/24	30.00	6.00	36.00
28/03/2024	J T Murrall	KTC-NHLF A JOURNEY THROUGH KTH-HERITAGE LOTTERY CONSULT MAR 24	1,280.00	0.00	1,280.00
28/03/2024	J T Murrall	KTC-STAMPS FOR SCHOOL MAIL OUT-HERITAGE LOTTERY CO-ORDINATOR	10.50	0.00	10.50
28/03/2024	WFDC	March Salaries	26,286.61	18.00	26,304.61

Totals

£1,571,618.80 £143,465.51 £1,714,966.85

KTC Cashbook Transactions - Income October 23 to March 24

Date	Supplier	Description	Income exc VAT	VAT	Total Income
02/10/2023	LSD Promotions	Part Payment of invoice 100000543 400138	833.33	166.67	1,000.00
03/10/2023	Public Sector Deposit Fund	Investment Interest	2,374.21	-	2,374.21
06/10/2023	WFDC	Parks Transfer Grant from WFDC	93,400.00	-	93,400.00
12/10/2023	WFDC	Levelling Up Fund Grant - Claim 7 (Q2 23-24)	67,187.48	-	67,187.48
20/10/2023	Worcestershire County Council	Lengthsman Income	410.00	-	410.00
25/10/2023	AG Recycling	Steel & Stainless Steel	75.06	-	75.06
27/10/2023	WFDC	Payment for Fund 45 & Debtors Income for period 01/04/2023-30/09/2023	60.00	-	60.00
01/11/2023	LSD Promotions	Part Payment of invoice 100000543 400138	833.33	166.67	1,000.00
02/11/2023	Public Sector Deposit Fund	Investment Interest	3,437.26	-	3,437.26
20/11/2023	S Danter	Payment for invoice 100000553 Account 400151	350.00	-	350.00
21/11/2023	CCLA Investment	Repayment of Investment	99,000.00	-	99,000.00
23/11/2023	CCLA Investment	Repayment of Investment	10,000.00	-	10,000.00
24/11/2023	Worcestershire County Council	Lengthsman Income	1,030.00	-	1,030.00
24/11/2023	WFDC	Grant from CLF 23/24 Cllr T Onslow Removal of weeds, Talbot Street	300.00	-	300.00
01/12/2023	LSD Promotions	Part Payment of invoice 100000543 400138	833.33	166.67	1,000.00
01/12/2023	CCLA Investment	Repayment of Investment	11,000.00	-	11,000.00
04/12/2023	Ornamental Trees	Refund	35.00	-	35.00
04/12/2023	AG Recycling	Sale of Scrap Metal	49.60	-	49.60
04/12/2023	CCLA Investment	Repayment of Investment	229.97	-	229.97
04/12/2023	CCLA Investment	Repayment of Investment	3,073.98	-	3,073.98
04/12/2023	Barclays Bank	Premium Account Interest	1,391.98	-	1,391.98
08/12/2023	PWLB	Loan	499,825.00	-	499,825.00
13/12/2023	LSD Promotions	Payment of Invoice 400138, 100000555	125.00	25.00	150.00
15/12/2023	Iceland	Flavoured Water Refund	1.25	-	1.25
18/12/2023	HMRC	VAT repayment	43,692.91	-	43,692.91
02/01/2024	LSD Promotions	Part Payment of invoice 100000543 400138	833.33	166.67	1,000.00
03/01/2024	CCLA	Investment Interest	3,610.50	-	3,610.50
10/01/2024	Barclays Bank	Loyalty Reward	2.19	-	2.19
11/01/2024	WFDC	Levelling Up Fund Grant	187,602.17	-	187,602.17
01/02/2024	LSD Promotions	Part Payment of invoice 100000543 400138	833.33	166.67	1,000.00
02/02/2024	CCLA	Investment Interest	4,126.01	-	4,126.01
05/02/2024	Barclays Bank	Loyalty Reward	0.75	-	0.75
01/03/2024	LSD Promotions	Part Payment of invoice 100000543 400138	833.33	166.67	1,000.00
04/03/2024	CCLA	Investment Interest	3,843.01	-	3,843.01
07/03/2024	CCLA	Repayment of Investment	200,000.00	-	200,000.00
08/03/2024	Worcestershire County Council	Lengthsman Income	500.00	-	500.00
13/03/2024	HMRC	VAT repayment	73,570.62	-	73,570.62
15/03/2024	Zurich	Refund on Town Hall insurance	2,865.00	-	2,865.00
22/03/2024	Worcestershire County Council	Unidentified Income	1,220.00	-	1,220.00
27/03/2024	SenStation	Bounced WFDC Community Event Grant	652.00	-	652.00

Totals

£1,320,040.93 £1,025.02 £1,321,065.95

Kidderminster Town Council

Public report

Finance and Overview Committee

10th of April 2024

Agenda item 6: Budget monitoring for financial year ended 31st of March 2024

6.1 To receive the Income and Expenditure Account to 31 March 2024.

(Appendix 3a)

6.2 To resolve to approve the expenditure against cost centres that are over the approved budget levels. (Appendix 3b)

11.3 To resolve to approve earmarked reserves at the end of the financial year ending 31 March 2024. (Appendix 3c)

Background

The Council's financial regulations provide as follows:

- That the approved annual budget shall form the basis of financial control for the ensuing year (3.4)
- Where an allocation for a class of expenditure is set out in the approved budget for a financial year D Clarke has delegated authority to incur expenditure up to the limit of that allocation subject to other provisions in these regulations (4.1)
- No expenditure may be incurred:
 - (a) on a class of expenditure for which no provision has been made in the approved budget or
 - (b) that will exceed the amount provided in the budget for that class of expenditure other than by resolution of the council or duly delegated committee (4.2)
- Changes in the earmarked reserves shall be approved by council as part of the budgetary process. (4.8)

Decisions for the committee

In order to comply with the above provisions, the following appendices are attached for the attention of the committee:

- Appendix 3A monitors the income and expenditure accounts for the financial year to the 31st of March 2024 against the agreed budget. It highlights cost centres in excess of the approved budget, for which approval is required.
- Appendix 3B sets out the cost centres that are over the approved budget levels and the reasons why this occurred. The approval of the Committee is hereby required for these over expenditures, in excess of the agreed budget.
- Appendix 3C requests the Committee to approve the earmarked reserves at the end of the financial year 31st of March 2024, and gives the background to how these have arisen.

Signed: Hugh Peacocke

Chief Executive and Responsible Financial Officer

Dated: 4th April 2024

KTC - BUDGET MONITORING 23/24

KIDDERMINSTER TOWN COUNCIL	2023/24 Original Budget £	2023/24 Actual to 31/03/2024 £	2024/25 Estimate £
Summary Page			
COMMITTEE			
1. COUNCIL	(826,566)	(866,918)	(794,998)
2. FINANCE	69,010	31,983	145,820
3. STAFFING & CIVIC	189,633	162,018	200,196
4. SERVICES	222,567	152,726	357,200
6. TOWN HALL	384,016	661,198	1,118,665
7. GRANT INCOME			
11. EVENTS	6,900	7,303	3,600
TOTAL NET EXPENDITURE/(INCOME) FROM/(TO) GENERAL RESERVE]	45,560	148,309	1,030,483

Cost Centre	Account Code	KIDDERMINSTER TOWN COUNCIL	2023/24	2023/24	2023/25	2024/25
			Original Budget £	Actual to 31/03/24 £	Actual vs Original Budget	Estimate £
		1. COUNCIL				
		<u>EXPENDITURE</u>				
K001	43070	Cyclical Elections & Contribution to future Election	10,000			45,760
K001	11080	Contingency for Pay Award	23,000			23,000
K001	41000	Contingency PWLB(1) - £500k PWLB(2) - £1.5m	20,000	12,648	63%	30,000 41,000 122,000
		GROSS EXPENDITURE	53,000	12,648	23.86%	261,760
		INCOME				
K001	84001	Precepts	(879,566)	(879,566)	100.00%	(1,020,998)
		Earmarked Reserve transfer				(35,760)
		GROSS INCOME	(879,566)	(879,566)	100.00%	(1,056,758)
		TOTAL NET EXPENDITURE / (INCOME)	(826,566)	(866,918)	104.88%	(794,998)

Cost Centre	Account Code	KIDDERMINSTER TOWN COUNCIL	2023/24 Original Budget £	2023/24 Actual to 31/03/24 £	2023/24 Actual vs Original Budget	2024/25 Estimate £
		2. FINANCE				
		<u>EXPENDITURE</u>				
		SUPPLIES AND SERVICES				
K002	43031	General Office Expenses	2,800	5,109	182%	2,600
K002	43030	Stationery	1,200	451	38%	700
K002	45010	Postage	1,000	610	61%	1,000
K002	43014	Print Management Re-charge	600		0%	650
K002	45030	Mobile Phones	500		0%	1,100
K002	44010	Audit Fees	2,000	2,520	126%	2,520
K002		Telephones				
K002	48020	Professional Subscriptions	3,200	3,284	103%	3,400
K002	49030	Insurances	7,500	7,500	100%	30,000
K002	48041	Ward Grants	9,000	7,650	85%	9,000
		Legal				5,000
		SUPPORT SERVICES				
K002	44430	Legal Support	5,920	5,930	100%	8,150
K002	44420	WFDC Finance support	21,790	22,080	101%	29,000
K002	44410	WFDC ICT	10,500	10,143	97%	29,200
K002	21510	MS Outlook Licenses	3,000	1,175	39%	3,500
		GROSS EXPENDITURE	69,010	66,451	96%	125,820
		<u>INCOME</u>				
K002	88650	Interest Received		(34,469)		(20,000)
		GROSS INCOME	0	(34,469)		(20,000)
		TOTAL NET EXPENDITURE / (INCOME)	69,010	31,983	46%	145,820

Cost Centre	Account Code	KIDDERMINSTER TOWN COUNCIL	2023/24 Original Budget £	2023/24 Actual to 31/03/24 £	2023/24 Actual vs Original Budget	2024/25 Estimate £
		3. STAFFING AND CIVIC				
		<u>EXPENDITURE</u>				
		EMPLOYEE COSTS				
K003	11010	Salary Costs	115,682	108,802	94%	132,000
K003	11020	National Insurance	10,526	9,884	94%	11,756
K003	11030	Pension Costs	9,365	5,352	57%	5,870
K003	23700	Temporary office accommodation expenses	19,500	15,678	80%	19,500
K003	45010	Postage - (Mail redirection)	600	704	117%	710
K003	13080	Relocation costs staff travel	1,600	2,683	168%	2,500
K003	12810	Town Crier	500	500	100%	500
K003	13085	Town Mayor's allowance	6,860	5,579	81%	6,860
K003	13086	Deputy Mayors Allowance	0	0		0
		SUPPLIES AND SERVICES				
K003	49015	Training	2,000	90	5%	2,000
K003	31010	Mayoral Car Hire/Travel	4,500	2,228	50%	4,000
K003	42020	Mayor and Civic Budget	15,000	8,425	56%	10,000
K003	41545	Twinning	500	339	68%	500
K003	44450	HR Advice	3,000	2,720	91%	4,000
		GROSS EXPENDITURE	189,633	162,983	86%	200,196
		<u>INCOME</u>				
K003	88300	Income - Miscellaneous		(965)		0
		GROSS INCOME	0	(965)		0
		TOTAL NET EXPENDITURE / (INCOME)	189,633	162,018	85%	200,196

Cost Centre	Account Code	KIDDERMINSTER TOWN COUNCIL	2023/24 Original Budget £	2023/24 Actual to 31/03/24 £	2023/24 Actual vs Original Budget	2024/25 Estimate £
		4. SERVICES				
		<u>EXPENDITURE</u>				
		EMPLOYEE COSTS				
K004	11010	Salary Costs	47,573	49,996	105%	82,000
K004	11020	National Insurance	4,757	5,618	118%	8,800
K004	11030	Pension Costs	1,427	1,498	105%	2,500
		RUNNING COSTS				
K004	21410	Parks - Grounds Maintenance Contractor Charges	35,000	18,682	53%	60,000
K004	21010	Repairs and Maintenance	58,500	40,993	70%	25,000
K004	21012	Town Council Parks	88,000	84,496	96%	40,000
K004	41010	Equipment Purchase and Repair	13,200	12,922	98%	3,000
K004	41020	Parks - Furniture Purchase and Repair	1,000	936	94%	1,000
K004	21430	St Mary's Churchyard Contractor Charges	13,310	13,310	100%	14,000
K004	21030	Statues and Memorials	1,500	1,306	87%	1,500
K004	42040	Maintenance of Street Furniture - cleaning and replacement	5,200	5,591	108%	5,200
K004	21031	Clock Tower (Oxford Street & Horsefair) Servicing and Maintenance	600	804	134%	1,000
K004	22030	Clock Tower (Oxford Street) Electricity (Clock Tower Oxford Street)	1,800	1,154	64%	1,900
K004	21032	War Memorials Maintenance	1,000	479	48%	1,000
K004	21034	St Georges Paddling Pool - Pool Servicing	10,000	1,580	16%	10,000
K004	27041	Public Conveniences Contractor Charges	19,500	19,800	102%	25,000
K004	21011	Public Conveniences Repairs and Maintenance	7,800	6,729	86%	6,000
K004	22031	Public Conveniences Electricity	3,300	1,696	51%	3,100
K004	25010	Public Conveniences Water and Sewage Rates	1,400	999	71%	1,950
K004	21411	Lengthsman	4,500	3,685	82%	4,500
	41042	Community Grant -WFDC 2023	0	0		0
K004	41100	Direct Materials	2,000	1,542	77%	2,000
K004	31010	Plant and Vehicle Hire	6,000	4,435	74%	3,000
K004	31090	Fuel Costs	1,200	18	2%	0
K004	23700	Equipment External Storage Unit	4,000	2,105	53%	6,000
K004	42041	Grit Bins	1,000	0		1,000
K004	21421	Hanging Flowers and Planting Contractor Charges	13,000	12,970	100%	15,000
K004	49130	Christmas Lights	23,000	720	3%	23,000
K004	44020	Legal Fees	3,000	0		
K004	49015	Training	1,000	645	65%	1,000
	New	Allotments Contractor Charges/ Repairs & mtce				5,000
	New	Defibrillator servicing				500
	New	Water Feature - servicing Maintenance & Utilities				3750
	New	Play Eqpt Safety - App/Operational & Annual Inspections				3500
	New	Town Centre Market				1500
	New	Tree Works				5000
	New	Mechanical Sweeping Contract				6000
	New	Ops Vehicle and operating costs				9,000
		GROSS EXPENDITURE	373,567	294,710		382,700
		<u>INCOME</u>				
K004	84410	Lengthsman Income	(4,000)	(3,900)	98%	(4,500)
K004	84000	Changes to services - WFDC Tapered Funding over 3 years	(85,000)	(93,400)	110%	0
	84007	Community Grant - WFDC 2023	0	0		0
K004	85090	Earmarked Reserve (S106 Income)	(53,000)	(33,116)	62%	(10,000)
K004	87100	Rents	(9,000)	(10,875)	121%	(11,000)
K004	88300	Income - Miscellaneous		(693)		
		GROSS INCOME	(151,000)	(141,984)	94%	(25,500)
		TOTAL NET EXPENDITURE / (INCOME)	222,567	152,726	69%	357,200

Cost Centre	Account Code	KIDDERMINSTER TOWN COUNCIL	2023/24	2023/24	2023/24	2024/25
			Original Budget £	Actual to 31/03/24 £	Actual vs Original Budget	Estimate £
		6. TOWN HALL				
		<u>EXPENDITURE</u>				
		EMPLOYEE COSTS				
K006	11010	Salary Costs	112,334	103,754	92%	98,320
K006	11020	National Insurance	11,234	10,017	89%	9,832
K006	11030	Pension Costs	18,373	14,143	77%	19,565
K006	44029	Honorarium - Town Hall Organist	0	800		400
K006	44074	Town Hall Project Support	36,000	35,985	100%	80,000
K006	13030	Recruitment	10,000	1,203	12%	8,000
K006	49015	Training	1,200	90	8%	1,000
		New Staff in prep for Town Hall reopening				62,000
		RUNNING COSTS				
K006	45030	Mobile Phone Charges	530	2	0%	550
K006	42010	Clothing and Uniforms	200	130	65%	0
K006	43032	General Office Expenses	500	23	5%	500
K006	49020	Bank Charges	750	550	73%	0
K006	53040	Payments to other Local Authority	0	12,863		0
		Contribution to major repairs EMR				25,000
		OVERHEADS				
K006	21010	Repairs and Maintenance of Buildings	2,000	6,357	318%	10,000
K006	21510	Miscellaneous Licences and Rental		180		200
	21055	Energy Performance Certificate		80		
K006	22030	Electricity	4,000	13,855	346%	22,880
K006	22040	Gas	3,000	6,767	226%	5,210
K006	24010	Non Domestic Rates		2,997		0
K006	25030	Water and Sewerage Rates	9,500	15,344	162%	13,528
K006	26020	Fire and Burglar Precaution Alarms Maintenance	500	1,474	295%	900
	27020	Window Cleaning		92		
	27030	Waste Disposal Charges		5,470		
K006	27040	Cleaning Contract	2,000	1,898	95%	0
K006	27050	Hygiene and Towel Services		190		300
K006	28010	Insurance	17,000	112,267	660%	0
	41100	Direct Materials		80		
K006	41510	Purchase & Rental of Vending Machines		4		0
K006	44075	Town Hall Transformation Project	8,507,442	747,083	9%	7,507,422
K006	44076	Town Hall Transformation Project - KTC Con	85,000	16,682	20%	45,000
	44078	NLHF - A JOURNEY THROUGH KTH		56,075		
K006	44420	Support Services - Finance	15,000	14,430	96%	0
K006	44410	Support Services - ICT	17,430	17,900	103%	0
K006	44430	Support Services - Legal	1,520	1,510	99%	0
K006	44440	Support Services - Facilities Management	1,000	10,490	1049%	11,500
	49150	Creation of Earmarked Reserve		599,825		
K006	New	Town Hall Transformation overspend				1,530,000
	New	Podium				400,000
	New	NLHF - A journey Through Kidderminster				249,696
		EVENTS AND MARKETING				
K006	43014	Print Management Recharge		1,141		
K006	49010	Marketing and Design	500	504	101%	2,000
K006	57015	Town Hall Event Expenditure	500		0%	0
	75000	Loan Interest	36,945		0%	
K006	57016	Hirers Ticket Expenditure				

Cost Centre	Account Code	KIDDERMINSTER TOWN COUNCIL	2023/24	2023/24	2023/24	2024/25
			Original Budget £	Actual to 31/03/24 £	Actual vs Original Budget	Estimate £
K006	41530	Refreshment Expenditure				
K006	41520	Bar Purchases				
K006	48025	Donation Expenditure				
K006	48021	Christmas Events				
K006	44068	Sound and Lighting				
GROSS EXPENDITURE			8,894,458	1,812,255		10,103,803
<u>INCOME</u>						
K006	87110	Registrar Rental Income	(3,000)	(2,500)		(3,000)
K006	88200	PWLB receipt	(500,000)	(499,825)		(1,500,000)
K006	84006	Levelling Up Funding Grant	(7,807,442)	(445,292)		(6,807,442)
K006	85090	KEF Grant Funding - Town Hall (Earmarked)	(200,000)	(200,000)		0
K006	88300	Income- Miscellaneous		(3,440)		
	New	LUF Board funding additional transfer				(425,000)
	New	NLHF - A journey Through Kidderminster				(249,696)
<u>OPERATING INCOME</u>						
K006	87107	Refreshment Sales				
K006	87001	Wedding Ceremonies and Receptions				
K006	37100 87101	Rents				
K006	87105	Hirers Ticket Income				
K006	87102	Delivery Fee				
K006	87103	Booking Fee				
K006	87106	Sound and Lighting Income				
K006	87000	Sales				
K006	87108	Bar Income				
K006	87109	Town Hall Event Income				
K006	87111	Duty Manager Recharge				
K006	88300	Miscellaneous Income				
K006	84160	Donation Income				
K006	87104	Third Party Hirers Insurance Income				
GROSS INCOME			(8,510,442)	(1,151,057)		(8,985,138)
TOTAL NET EXPENDITURE / (INCOME)			384,016	661,198		1,118,665

Cost Centre	Account Code	KIDDERMINSTER TOWN COUNCIL	2023/24 Original Budget	2023/24 Actual to 31/03/24	2023/24 Actual vs Original Budget	2024/25 Estimate
			£	£		£
		11. EVENTS				
		<u>EXPENDITURE</u>				
		RUNNING COSTS				
K011	22030	Christmas Lights - Electricity	600		0%	600
K011	41042	Community Grant - WFDC 2023	10,000	9,575	96%	
K011	48023	Remembrance Sunday	1,000	2,717	272%	1,000
K011	48021	Christmas Light Switch on event	3,500	3,211	92%	2,000
K011	48022	Coronation Celebrations	1,800	1,800	100%	0
		<u>INCOME</u>				
K011	84007	Community Grant - WFDC 2023	(10,000)	(10,000)	100%	
		TOTAL NET EXPENDITURE / (INCOME)	6,900	7,303	106%	3,600

Kidderminster Town Council

Finance and Overview Committee

10 April 2024

Agenda Item 6: Budget Monitoring 2023/24

Cost Centre	Code	Description	Spent	Amount of overspend	Reason
K002 (Finance)	43031	General Office Expenses	£5,109	£2,309	43014 (£600) and 45030 (£600) should have been charged against this code. However, overall the agreed budget was insufficient.
	44010	Audit Fees (External Audit)	£2520	£520	Increase in fees for y/e 31.03.23
K003 Staffing and Civic	45010	Postal re-direction	£704	£600	The agreed budget was insufficient
	13080	Relocation costs Staff travel	£1,600	£2,683	The agreed budget was insufficient
K004 Services	11010	Salary	£49,996	£2,423	Pay award- note underspend against K001-11080- Contingency for pay award (£23,000 unspent)
	11020	NI	£5,618	£861	
	11030	Pension costs	£1,498	£71	
	42040	Street furniture	£5,591	£391	Increasing costs
	21031	Clock Tower	£804	£204	
K006 Town Hall	21010	Repairs and Maintenance of Buildings	£6,357	£4,357	Leaking roof and boiler repairs
	22040	Gas	£6,757	£3,757	The agreed budget was insufficient
	24010	Non-domestic rates	£2,997	£2,997	Rebate arranged 2024
	25030	water and sewage rates	£15,344	£5,844	Insufficient budget provided as it was not foreseen that these charges would arise when the Town Hall was vacated.
	26020	fire and burglar alarm	£1,474	£974	
	27020	window cleaning	£92	£92	
	27030	waste disposal charges	£5,470	£5,470	
	27050	hygiene and talent services	£190	£190	
	28010	insurance	£112,627	£95,627	Our existing insurance policy did not cover the Town Hall while empty during construction. A new insurance cover had to be arranged greatly increased premiums
	41100	direct materials	£80	£80	no budget provided
44440	facilities management	£10,490	£10,490		
K011 Events	48023	Remembrance Sunday	£2,717	£1,717	Anticipated grant not received.

EARMARKED RESERVE DESCRIPTION	Cat 3 Reserve Code	Existing Reserves Brought Forward 01/04/23 £	New Reserves Made in 2022/23 for 2023/24 £	Total Reserves Carried Forward 31/03/23 £	Expenditure to 31/03/24 £	New Reserves Added in 2023/24 £	Reserve Remaining (excluding commitments) £	Notes
Election Costs	ELECTION	25,759.59	10,000.00	35,759.59	0.00	10,000.00	45,759.59	
Statues and War Memorials - War Memorials	STATUES	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00	
Mayoral Allowances Tax and NI	TX&NI	4,122.36	7,768.53	11,890.89	0.00	0.00	11,890.89	
Dementia Expenditure	DEMENTIA	1,485.23	0.00	1,485.23	0.00	0.00	1,485.23	
Kidderminster Town Hall Transformation Project	KEFGRANT	0.00	200,000.00	200,000.00	200,000.00	0.00	0.00	Town Hall
Parks Transfer - S106 Miller Homes	S106-MH	0.00	51,714.00	51,714.00	22,056.35	0.00	29,657.65	Improvements at Broadwaters
Parks Transfer - S106 Upton Road	S106-UR	0.00	18,590.00	18,590.00	2,336.00	0.00	16,254.00	Improvements at Broadwaters
Parks Transfer - S106 Bellway	S106-BEL	0.00	2,336.00	2,336.00	1,545.74	0.00	790.26	St. Georges
Parks Transfer - S106 Castle Road / Park Lane	S106-CR	0.00	6,878.00	6,878.00	6,878.00	0.00	0.00	St. Georges
Parks Transfer - S106 Kidderminster Market Auctions	S106-KMA	0.00	7,357.00	7,357.00	300.00	0.00	7,057.00	St. Georges
Lenghtsman	LENGTH	0.00	2,902.72	2,902.72	2,902.72	0.00	0.00	Transfer to general
PWLB Loan	PWLB	0.00	0.00	0.00	0.00	499,825.00	499,825.00	
Kidderminster Town Hall Transformation Project (21/22 Contribution)	KTH21-22	0.00	0.00	0.00	0.00	100,000.00	100,000.00	
Biodiversity Plan (from K004 21010 underspend)					0.00	5,500.00	5,500.00	See attached note- App 3c.1
Tennis Club (from K004 21010 underspend)					0.00	1,700.00	1,700.00	
Band stand (from K004 21010 underspend)					0.00	3,650.00	3,650.00	
Staff training and development (from K003 49015 underspend)					0.00	1,500.00	1,500.00	
TOTAL EARMARKED RESERVES 2023/24		33,367.18	307,546.25	340,913.43	236,018.81	622,175.00	727,069.62	
							0.00	

**Kidderminster Town Council
Finance and Overview Meeting
Date 10 April 2024**

3rd March 2024

Report To Finance and Overview Committee

Agenda Item – Earmarked reserves for Biodiversity Works

1. Aim

To consider a recommendation to fund £5,500 to support a programme of works to increase biodiversity within the 3 x parks.

2. Background

The Town Council are working in partnership with Natural Network on biodiversity gains within the 3 x parks, which includes creating wildflower meadows, installing fruit trees, installing bat and bird boxes, habitat piles, bulb and plug planting and hedgerows.

The application if successful will be funded through 70% grant funding from Natural network and 30% Kidderminster Town Council.

3. Discussion / Comment

Funds intended for Biodiversity project.

If unsuccessful the works to improve areas of Biodiversity will continue on a smaller scale to the sum of £5,500

Once financial agreements are resolved, detailed plans/works will be brought for approval to a future meeting of the Council's Services Committee.

4. Financials

K004 21010

Commitment £5,500

Natural Network £7,378

KTC £3,162

Actual Project of works £10,540.

5. Recommendation

It is recommended that Finance and Overview RESOLVES:

To earmark funds of £5,500 to support the Council's Biodiversity projects.

Agree to support funds through K004 21010 2023/24 account.

Signed: Adam Stockhall

Public Realm and Operations Manager

3rd April 2024

**Kidderminster Town Council
Finance and Overview Meeting
Date 10 April 2024**

3rd March 2024

Public report To Finance and Overview Committee 10th April 2024

Agenda Item 7 – St Georges Bandstand

To approve a recommendation for Leander Architectural (Original builders), to carry out the necessary final stages of works to the St Georges bandstand.

1. Background

The Town Council took ownership of St Georges Park on Thursday 5th January 2023 from WFDC, which included the asset transfer of the Bandstand which was installed in 2021/22 by Wyre Forest District Council.

In anticipation of the original intended transfer of the Park, the Town Council agreed that the bandstand as an asset be transferred with the intentions the Friends of St Georges and Section106 fund the remaining works.

The total amount attributed to S106 for St Georges Park was £16,571, this money is assigned to enhance an asset to which KTC spent a total of £11,745, funding new footpaths, installing new bins and pads and painting and improving park furniture.

To date £4,826 is available from Section106 monies for St Georges Park.

2. Discussion / Comment

It is intended the attached quotation of works will ensure the bandstand is fit for purpose and complete.

All electrical work has been agreed through a registered electrician with the Friends of St Georges making the necessary arrangements, all works will need to abide to compliance and signed off by KTC.

It is intended to instruct Leander Architectural without the need to obtain 3 x individual contractor quotes as per Kidderminster Town Council Standing orders/Financial Regs, the reason for the exemption, Leander Architectural installed the original structure.

3. Financials

Costs to complete the following works as per quotation.

Internal T&G ceiling to suit previously installed bandstand. 8 segments + internal support brackets - £9,400

Balustrade panels (1 x c1600mm, 1 x 1400mm & 1 x 1400mm @ 14Degrees) to suit rear access ramp on bandstand foundations - £1,400.

On-site installation of ceiling & balustrade £7,650

Total £18,450

£10,000 to be funded via the Friends of St Georges which was a grant they received from DY10 for this specific project.

S106 monies £4,800

Earmark reserves (K004 21010 R&M of Buildings) £3,650

Total £18,450

4. Recommendation

It is recommended that Finance and Overview RESOLVES:

To agree works for Leander Architectural (Original Contractors who erected the bandstand) to carry out all necessary works.

To agree to fund the remaining £8,450 both through S106 £4,800 and earmarked reserves £3,650.

Enclosures – Formal Quote Leander Architectural

Signed: Adam Stockhall
Public Realm and Operations Manager

3rd April 2024



Leander Architectural

Quotation (Pro-Forma Invoice)

Date: 28/11/2022
 Quotation #: MQ12361
 Customer ID: Friends of St George
 Quote Valid (days): 30
 Expiration Date: 28/12/2022
 Prepared by:

To: Friends of St George's Park
 SPIKE, Secretary, Friends of St George's Park

fosgpark@yahoo.co.uk

07772 726903

G. Roberts sales@leanderuk.com

PLEASE NOTIFY "accounts@leanderuk.com" & STATE THE QUOTATION NUMBER AS REFERENCE IF PAYING BY BACS

Thank you for your recent enquiry. We have pleasure to provide your quotation below.
 Our typical lead times for these fully finished items are approx. **6 weeks** from receipt of order. This is just an indication and exact lead time will be confirmed after receipt of Customer confirmed Order Checklist. If you have any further queries, please contact me directly to discuss further.

PAYMENT BY BACS CAN BE MADE DIRECTLY TO MIDDLEPEAK ENGINEERING BANK ACCOUNT: STATE THE QUOTATION NUMBER AS REFERENCE

Sort Code: 01-06-05 | Account Number: 43204759 | IBAN: GB76NWBK01060543204759 | BIC code: NWBKGB2L

BACS PAYMENTS ARE PREFERRED

Payment Terms:

30 days

Item	Qty	Description	Unit Price	Line Total
1	1.00	Internal T&G ceiling to suit previously installed bandstand. 8 Segments + internal support brackets.	£9,400.00	£9,400.00
2	1.00	Balustrade panels (1 x c1600mm,, 1 x 1400mm & 1x1400mm @14Degrees)to suit rear access ramp on bandstand foundations	£1,400.00	£1,400.00
3	1.00	On-site installation of Ceiling & balustrade	£7,650.00	£7,650.00
4				
5				
6				
7				
8				
9				
10				

This is a quotation on the goods named, subject to the conditions noted below:

Load bearing items/Structures: These are quoted as per client requests. Unless specifically requested otherwise, designs will not have been validated by a structural engineer. Although based on best practice, Unless specified otherwise, Leander can not provide any warranty as to the technical suitability & is indemnified against any and all claims that may arise. It is recommended that the design is validated by professional consulting engineers against and loading criteria etc.

Enquiries will not proceed into production until the client has approved our "Order Confirmation" document, that will follow formally ordering the item(s) mentioned above.

Subtotal	£18,450.00
Discount	£0.00
Carriage	
VAT/Sales Tax	£3,690.00
Total	£22,140.00

Thank you for your enquiry!

MiddlePeak Engineering Ltd (T/A Leander Architectural), Fletcher Foundry, Hallstead Close, Dove Holes, Buxton, Derbyshire, SK17 8BP, United Kingdom.

Reg England & Wales: No.04256618 VAT Reg: GB 322 7253 25

Email: sales@leanderuk.com Tel: +44(0)1298 814941