



10th January 2025

Members are summoned to attend the meeting of the **FINANCE AND OVERVIEW COMMITTEE** which will be held in the **KIDDERMINSTER ROOM, WYRE FOREST HOUSE** at **6:00 PM** on **THURSDAY 16TH JANUARY 2025**.

Hugh Peacocke

Chief Executive

Membership: Councillors: Cllrs. M. Smith, (Chair), S. Hollands, H. Dyke and F. Oborski

AGENDA

1. Apologies for absence

2. Declarations of interest

To receive declarations for items 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 approve the minutes of the meeting of Finance and Overview Committee on held on 13th June 2024.

5. Accounts Paid (Appendix 2)

To receive the cash book reports detailing income (Appendix 2.1) and expenditure (2.2) from 1st October 2024 to 31st December 2024 and to approve payments totalling £2,825,598.79 over that period.

6. Budget Monitoring (Appendix 3)

To review the Council's income and expenditure at Quarter 3 against budgets set for 2024-25

7. Bank reconciliations (Appendix 4)

To receive the Bank reconciliations for quarter 3, 2024-2025.

8. Budget 2025-26 (Appendix 5)

To Approve the draft budget for 2025-26

9. Forward Work Programme (Appendix 6)

To note the Programme and consider any additions.

**KIDDERMINSTER TOWN COUNCIL
FINANCE AND OVERVIEW COMMITTEE**

**Minutes of the meeting held on Thursday 10th October 2024 in the
Kidderminster Room, Wyre Forest House**

Present: Councillors: L. Carroll (Substitute for Cllr. M. Smith, Chair),
S. Hollands, S. Miah (substitute for F. Oborski) and D. Round.

In Attendance: Mr H. Peacocke, Chief Executive

APOLOGIES FOR ABSENCE

Councillors M. Smith and F. Oborski

ABSENT

Councillor H. Dyke

11. ELECTION OF CHAIR

Cllr. S. Hollands was elected to chair this meeting.

12. DECLARATIONS OF INTEREST

Nil

13. PUBLIC QUESTION TIME

Nil

14. MINUTES

RESOLVED: That the minutes of the previous meeting held on 13th June 2024 be approved as a true record and that they be signed by the Chair.

15. Accounts Paid

The Committee received the cash book reports detailing income and expenditure from 1st June 2024 to 30th September 2024. It was noted that the finances continue to be dominated by Town Hall income and expenditure.

The total income for the period was £3,735,967, including payments from the Levelling Up Fund of 2,018,805, VAT refunds of £643,406, the second instalment of the Precept: £512,358, £400,000 withdrawn from the Council's investment funds and £130,186 received in other grants.

The total expenditure from 1st June to 30th September was £2,894,326, comprised mainly of payments for the Town Hall transformation project: £2,688,684, Salaries: £116,660, the Council's ground maintenance contract: £20,400 and the refurbishment of the bandstand in St. George's Park: Bandstand: £10,935

RESOLVED: To approve payments totalling £ £2,894,325.90 over the period from 1st June 2024 to 30th September 2024.

16. Budget Monitoring

The meeting reviewed the Council's income and expenditure against budgets set for 2024-25.

17. Bank reconciliations

The Committee received the Bank reconciliations for quarter 2, 2024-2025.

18. Public Consultation

The CEO presented the draft public consultation on the Council's services, including the consultation plan and the finances required to deliver it. He pointed out that the proposed consultation/ survey could provide valuable insights for the Council in determining its Vision for the Council from 2025 to 2029, as well as setting budgets over the coming years.

The Committee reviewed the draft public consultation on the Council's including the consultation plan and the finances required to deliver it. Members proposed some amendments to the wording to make it simpler and clearer regarding the Council and its services.

The Committee approved the drafts, including the proposal to finance the plan from the Council's contingency budget and recommended approval by Full Council on 23rd October 2024.

19. Forward Work Programme

The Committee noted the Forward Work Programme.
(Next meeting January 2025, including Budget 25/26)

Meeting closed at 6.40 pm

Signed: _____ Date: _____

KTC Cashbook Transactions (Income) 01/10/2024-31/12/2024

| Date | Supplier | Description | Net Income | VAT | Total Income |
|-------------|----------------------------------|----------------------------------|-------------------|------------|---------------------|
| 02/10/2024 | CCLA | Interest | 3,120.90 | 0.00 | 3,120.90 |
| 04/10/2024 | wfdc | LUF Payment | 1,013,507.70 | 0.00 | 1,013,507.70 |
| 10/10/2024 | wfdc | refund for overpayment of rent | 9,750.00 | 1,950.00 | 11,700.00 |
| 15/10/2024 | WCC | Lenthsmen Income | 445.00 | 0.00 | 445.00 |
| 31/10/2024 | PWLB Loan | Loan | 749,737.50 | 0.00 | 749,737.50 |
| 04/11/2024 | CCLA | Investment Interest | 2,517.58 | 0.00 | 2,517.58 |
| 05/11/2024 | WCC | lengthsman income | 1,000.00 | 0.00 | 1,000.00 |
| 06/11/2024 | B&Q | Refund | 40.00 | 0.00 | 40.00 |
| 12/11/2024 | M3 Kidderminster | Cheque Kidderminster Tennis Club | 880.00 | 0.00 | 880.00 |
| 18/11/2024 | Premier Inn | Refund from Premier Inn | 21.98 | 0.00 | 21.98 |
| 19/11/2024 | Worcestershire County Council | Lenthsmen Income | 90.00 | 0.00 | 90.00 |
| 02/12/2024 | Barclays | Premium Account Interest | 5,551.28 | 0.00 | 5,551.28 |
| 03/12/2024 | CCLA | CCLA Interest | 2,369.41 | 0.00 | 2,369.41 |
| 10/12/2024 | WCC | lengthsman income | 1,235.00 | 0.00 | 1,235.00 |
| 13/12/2024 | HMRC VAT | VAT | 511,878.76 | 0.00 | 511,878.76 |
| 13/12/2024 | WFDC | LUF | 1,479,378.87 | 0.00 | 1,479,378.87 |

Totals

3,781,523.98 1,950.00 3,783,473.98

KTC Cashbook Transactions (Expenditure) 01/10/2024-31/12/2024

| Date | Supplier | Description | Expenditure excl. VAT | VAT | Total Expenditure |
|------------|------------------------------|--|--------------------------|----------|----------------------|
| 01/10/2024 | Wyre Forest District Council | Property Rent WFH 29/09/24-24/12/24 | 3,423.50 | 684.70 | 4,108.20 |
| 01/10/2024 | Fletcher Associates | Monthly Fee for the Personnel & Employment Law Scheme | 250.00 | 50.00 | 300.00 |
| 03/10/2024 | Tesco | Fuel & Adblue | 101.77 | 20.36 | 122.13 |
| 03/10/2024 | Toolstation | To be confirmed | 40.06 | 0.00 | 40.06 |
| 03/10/2024 | Toolstation | Adhesive & 2 x Padlocks | 54.47 | 10.89 | 65.36 |
| 03/10/2024 | Wyre Forest District Council | KTC-LENOVO THINKPAD X2 & 3YR PREMIER SUPPORT UPGRADE | 1,916.40 | 383.28 | 2,299.68 |
| 03/10/2024 | Wyre Forest District Council | KTC-REIMBURSEMENT COSTS-TOWN HALL-01/06/24-31/08/24 | 5,231.83 | 953.75 | 6,185.58 |
| 03/10/2024 | Glenn Howells Architects Ltd | KTC-TOWN HALL UPDATE TO STG.5 ARCHITECTURAL SERVICES,AUG 24 | 16,195.18 | 3,239.04 | 19,434.22 |
| 03/10/2024 | Mann Williams Ltd | KTC-TOWN HALL CIVIL/STRUCTURAL ENGINEERING-CHANG TO MUSIC HALL ATTIC(AD.LIFT) | 1,710.00 | 342.00 | 2,052.00 |
| 03/10/2024 | Mann Williams Ltd | KTC-TOWN HALL-CIVIL & STRUCTURAL ENGINEERING SERVICES RIBA STG.5 | 4,385.00 | 877.00 | 5,262.00 |
| 03/10/2024 | Mann Williams Ltd | KTC-TOWN HALL CIVIL & STRUCTURAL SERVICES | 3,525.00 | 705.00 | 4,230.00 |
| 03/10/2024 | Hoare Lea LLP | KTC-TOWN HALL-CONSULT FOR ACOUSTICS | 1,100.00 | 220.00 | 1,320.00 |
| 03/10/2024 | PKF Littlejohn LLP | KTC-LIMITED ASSURANCE REVIEW OF ANN.GOVERNANCE & ACCOUNTABILITY RETURN-YR END 31/03/2024 | 2,940.00 | 588.00 | 3,528.00 |
| 03/10/2024 | Thomas Woodhouse | KTC-LARCHES RD,CUT BACK BRANCHES/FOLIAGE FROM FOOTPATH | 295.00 | 0.00 | 295.00 |
| 03/10/2024 | One Environments Ltd | KTC-LANSCAPE SERVICES RIBA WS4 TECH DESIGN(100% COMP.) | 5,400.00 | 1,080.00 | 6,480.00 |
| 03/10/2024 | Wyre Forest District Council | August Salaries | 29,688.99 | 18.00 | 29,706.99 |
| 04/10/2024 | go cardless | Concierge | 219.00 | 43.80 | 262.80 |
| 04/10/2024 | NYA Anduff Car Wash | To be confirmed | 6.00 | 0.00 | 6.00 |
| 04/10/2024 | WFDC | September Salaries | 28,433.81 | 18.00 | 28,451.81 |
| 07/10/2024 | Barclays | Charges | 8.50 | 0.00 | 8.50 |
| 07/10/2024 | Post Office | 1st Class Post | 5.80 | 0.00 | 5.80 |
| 09/10/2024 | Energy Assets | Meter and AMR Install | 462.43 | 92.49 | 554.92 |
| 09/10/2024 | shell | 5L of fuel | 5.58 | 1.12 | 6.70 |
| 10/10/2024 | Amazon | To be confirmed | 11.98 | 0.00 | 11.98 |
| 11/10/2024 | Amazon | Ethernet Splitter | 11.54 | 2.31 | 13.85 |
| 11/10/2024 | aldi | various food items | 35.92 | 1.44 | 37.36 |
| 11/10/2024 | b&m | Paper Napkins and Large Bowls | 11.50 | 0.00 | 11.50 |
| 14/10/2024 | Amazon | Various items | 61.50 | 8.74 | 70.24 |
| 14/10/2024 | The Range | To be confirmed | 5.98 | 0.00 | 5.98 |
| 14/10/2024 | O2 | mobile phone charges for Town Clerk | 22.53 | 0.00 | 22.53 |
| 15/10/2024 | First Rescue Training | Defib Pads | 70.33 | 14.07 | 84.40 |
| 15/10/2024 | SLCC Enterprises Ltd | Committees, SubComittees and Working Groups Malia Baten & Matt Smith | 40.00 | 8.00 | 48.00 |

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| 16/10/2024 | Kidderminster Harriers Social and Supporters Club | To assist with the Childrens christmas party- Ward Grant from Cllr Bernadette Connor | 100.00 | 0.00 | 100.00 |
| 16/10/2024 | Npower Commercial Gas Ltd | STOURBRIDGE RD,BROADWATERS-01/09/24-30/09/24 ACC.A0010486684 | 127.99 | 6.40 | 134.39 |
| 16/10/2024 | George Connolly | KTC-MAYORS ALLOWANCE-OCTOBER 2024(3 OF 8) | 857.50 | 0.00 | 857.50 |
| 16/10/2024 | Go outdoors | 2 X Storm items | 55.00 | 11.00 | 66.00 |
| 17/10/2024 | Eon | To be confirmed | 43.01 | 0.00 | 43.01 |
| 17/10/2024 | BS Stainless | Sign Fixing Clamps | 74.34 | 14.87 | 89.21 |
| 18/10/2024 | Water Plus | New Public Toilet Block, Market Street, KIDDERMINSTER, 04/09/24-04/10/24 | 77.76 | 0.00 | 77.76 |
| 18/10/2024 | Travis Perkins | Rocksalt trader pack | 59.90 | 11.98 | 71.88 |
| 21/10/2024 | Tesco | Fuel | 83.33 | 16.67 | 100.00 |
| 21/10/2024 | Lime Leasing | HV24THF - Ford Ranger Tremor Auto 4WD | 392.00 | 78.40 | 470.40 |
| 21/10/2024 | Npower | Electricity Landlord Waterfall Supply 01/09/24-30/09/24 | 129.43 | 6.47 | 135.90 |
| 21/10/2024 | Npower | Electricity Invoice - Public Toilets 01/09/24-30/09/24 | 205.01 | 10.25 | 215.26 |
| 23/10/2024 | waterplus | Charges for services at Saint Georges Park, Birmingham Road, KIDDERMINSTER, DY10 09/09/24-09/10/24 | 7.77 | 0.00 | 7.77 |
| 23/10/2024 | Premier Farnell | Solar Panel | 15.06 | 3.01 | 18.07 |
| 23/10/2024 | total merchandise | 300 x bears | 886.17 | 177.23 | 1,063.40 |
| 24/10/2024 | Rowberries Nurseries | Pot bedding, Shrubs, Tray Bedding | 30.96 | 0.00 | 30.96 |
| 24/10/2024 | Netti Incorporating Pixel Design | KTC-TOWN HALL ESSENTIAL CARE | 30.00 | 6.00 | 36.00 |
| 24/10/2024 | Stage Right Theatre Consultants Ltd | KTC-THEATRE DESIGN CONSULT,STG.5&6,SEPT 2024 | 797.15 | 159.43 | 956.58 |
| 24/10/2024 | Miriam Cunliffe | KTC-MAYOR'S SUNDAY | 100.00 | 0.00 | 100.00 |
| 24/10/2024 | M & BG Ltd | KTC-TOWN HALL TREE WORKS-TREE REMOVED AND GROUND LEVEL BRASH- 03/10/24 | 650.00 | 130.00 | 780.00 |
| 24/10/2024 | Perfect Circle JV Ltd | KTC-TOWN HALL SERVICES | 10,581.74 | 2,116.35 | 12,698.09 |
| 24/10/2024 | J T Murrall | KTC-NHLF-A JOURNEY THROUGH KTH-HERITAGE LOTTERY CO-ORD.CONSLT,OCT 2024 | 1,280.00 | 0.00 | 1,280.00 |
| 24/10/2024 | MadeByBeing Limited | KTC-DESIGN OF TOWN COUNCIL OPERATIONS IDENTITY | 700.00 | 0.00 | 700.00 |
| 25/10/2024 | Enterprise | Vehicle hire 20/08/2024 | 62.06 | 12.41 | 74.47 |
| 25/10/2024 | Spitfire | Service Charges | 66.05 | 13.21 | 79.26 |
| 25/10/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL,VALUATION CERT,NO,10 | 41,666.67 | 8,333.33 | 50,000.00 |
| 25/10/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL,VALUATION CERT,NO,10 | 41,666.67 | 8,333.33 | 50,000.00 |

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| 25/10/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL, VALUATION CERT, NO, 10 | 41,666.67 | 8,333.33 | 50,000.00 |
| 25/10/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL, VALUATION CERT, NO, 10 | 41,666.67 | 8,333.33 | 50,000.00 |
| 28/10/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL, VALUATION CERT, NO, 10 | 41,666.67 | 8,333.33 | 50,000.00 |
| 28/10/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL, VALUATION CERT, NO, 10 | 41,666.67 | 8,333.33 | 50,000.00 |
| 28/10/2024 | tesco | Duracell Batteries | 5.00 | 0.00 | 5.00 |
| 28/10/2024 | Npower | Electricity Invoice for Clock Tower, Oxford St 01/09/24-30/09/24 | 55.36 | 2.77 | 58.13 |
| 28/10/2024 | Waterplus | Charges for services at Public Conveniences, 300 Stourbridge Road 14/09/24-14/10/24 | 20.23 | 1.55 | 21.78 |
| 29/10/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL, VALUATION CERT, NO, 10 | 41,666.67 | 8,333.33 | 50,000.00 |
| 29/10/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL, VALUATION CERT, NO, 10 | 41,666.67 | 8,333.33 | 50,000.00 |
| 29/10/2024 | Amazon | Safety Goggles | 17.14 | 3.44 | 20.58 |
| 30/10/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL, VALUATION CERT, NO, 10 | 41,666.67 | 8,333.33 | 50,000.00 |
| 30/10/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL, VALUATION CERT, NO, 10 | 41,666.67 | 8,333.33 | 50,000.00 |
| 30/10/2024 | Amazon | Ballot Box | 16.32 | 3.26 | 19.58 |
| 30/10/2024 | amazon | Disposal Aprons | 5.79 | 1.16 | 6.95 |
| 31/10/2024 | Cadent | Work at Kidderminster Town Council | 661.20 | | 661.20 |
| 01/11/2024 | PWLB | Principal & Interest | 20,475.54 | 0.00 | 20,475.54 |
| 01/11/2024 | Fletcher Associates | Monthly Fee for the Personnel & Employment Law Scheme | 250.00 | 50.00 | 300.00 |
| 04/11/2024 | Barclays | Charges | 8.50 | 0.00 | 8.50 |
| 04/11/2024 | HB 121 Solicitors | To be confirmed | 100.00 | 0.00 | 100.00 |
| 04/11/2024 | SQ The Dart Side | To be confirmed | 70.00 | 0.00 | 70.00 |
| 04/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL, VALUATION CERT, NO, 10 | 41,666.67 | 8,333.33 | 50,000.00 |
| 04/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL, VALUATION CERT, NO, 10 | 41,666.67 | 8,333.33 | 50,000.00 |
| 04/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL, VALUATION CERT, NO, 10 | 41,666.67 | 8,333.33 | 50,000.00 |
| 04/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL, VALUATION CERT, NO, 10 | 41,666.67 | 8,333.33 | 50,000.00 |
| 05/11/2024 | Amazon | Outdoor Lockable Notice Board | 163.32 | 32.67 | 195.99 |
| 05/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL, VALUATION CERT, NO, 10 | 41,666.67 | 8,333.33 | 50,000.00 |

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| 05/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL, VALUATION CERT, NO, 10 | 34,279.46 | 6,855.89 | 41,135.35 |
| 05/11/2024 | 21st Wyre Forest (Franchise) Scout Group | Ward Grant - Ben Brookes | 500.00 | 0.00 | 500.00 |
| 06/11/2024 | go cardless | concierge 01/11/2024 | 219.00 | 43.80 | 262.80 |
| 06/11/2024 | B&Q | Flowers | 22.50 | 0.00 | 22.50 |
| 06/11/2024 | b&q | To be confirmed | 40.00 | 0.00 | 40.00 |
| 07/11/2024 | tesco | Fuel | 50.00 | 10.00 | 60.00 |
| 07/11/2024 | The Play Inspection Company | KTC-URGENT PLAY INSPECTION-FORESTER, JERUSALEM WALK, KING GEORGE V, WILLOWFIELD PARKS | 795.00 | 159.00 | 954.00 |
| 07/11/2024 | Michaels Civic Robes Ltd | KTC-MAYORS ROBES & CARRIAGE | 1,131.75 | 226.35 | 1,358.10 |
| 07/11/2024 | FMS Integrated Building Services Ltd | MARKET ST TOILETS-UNBLOCKED TOILETS | 337.50 | 67.50 | 405.00 |
| 07/11/2024 | FMS Integrated Building Services Ltd | MARKET ST TOILETS-REPAIR LEAK | 266.16 | 53.23 | 319.39 |
| 07/11/2024 | M & BG Ltd | KTC-BROADWATERS-PLANTING, SUPPLY & INSTALL BIRD & BAT BOXES | 2,400.00 | 480.00 | 2,880.00 |
| 07/11/2024 | M & BG Ltd | KTC-ST GEORGES PARK-HEDGEROW SUPPLY & PLANTING, TREE PLANTING, BUG HOUSING & BULBS | 7,000.00 | 1,400.00 | 8,400.00 |
| 07/11/2024 | M & BG Ltd | KTC-BAXTER PARK-WILD FLOWER PLANTING | 4,440.00 | 888.00 | 5,328.00 |
| 07/11/2024 | M & BG Ltd | KTC-GROUND WORKS OCTOBER 2024 | 4,250.00 | 850.00 | 5,100.00 |
| 07/11/2024 | M & BG Ltd | KTC-GROUND WORKS-AUGUST 2024 | 4,250.00 | 850.00 | 5,100.00 |
| 07/11/2024 | M & BG Ltd | KTC-GROUND WORKS SEPTEMBER 2024 | 4,250.00 | 850.00 | 5,100.00 |
| 07/11/2024 | Thomas Woodhouse | KTC-BROOMFIELD RD-TRIM BACK HEDGE TO OAKDEN PLACE & REMOVE DEBRIS | 595.00 | 0.00 | 595.00 |
| 07/11/2024 | George Connolly | KTC-MAYOR'S ALLOWANCE, NOV. 2024 | 857.50 | 0.00 | 857.50 |
| 07/11/2024 | Live Leisure Kidderminster Ltd | KTC-VENUE HIRE & STORAGE OF ROBES FOR MAYORS SUNDAY EVENT-13/10/24 | 180.00 | 0.00 | 180.00 |
| 07/11/2024 | DP Hine & RC Hine | KTC-ATTEND MAYOR OF WORCESTER ANNUAL CHARITY LECTURE-16/10/24 | 17.83 | 0.00 | 17.83 |
| 07/11/2024 | Exclusive Leisure Limited | KTC- SERVICE OF TENNIS CLUB FLOODLIGHTS-22/10/24 | 2,880.00 | 576.00 | 3,456.00 |
| 07/11/2024 | WFDC | October Salaries | 28,565.44 | 18.00 | 28,583.44 |
| 08/11/2024 | Amazon | To be confirmed | 21.99 | 0.00 | 21.99 |
| 08/11/2024 | WCC | To be confirmed | 35.00 | 0.00 | 35.00 |
| 08/11/2024 | WCC | To be confirmed | 50.00 | 0.00 | 50.00 |
| 11/11/2024 | Mulberry Media | To be confirmed | 1,500.00 | 0.00 | 1,500.00 |
| 11/11/2024 | Newsquest | To be confirmed | 763.20 | 0.00 | 763.20 |
| 11/11/2024 | aldi | Food Items | 16.05 | 0.10 | 16.15 |
| 11/11/2024 | B&Q | 10 x Tarmac | 28.92 | 5.78 | 34.70 |
| 11/11/2024 | B&M | Coffee Cups, Sellotape | 33.08 | 0.00 | 33.08 |
| 11/11/2024 | O2 | mobile phone charges for Town Clerk | 22.53 | 0.00 | 22.53 |
| 12/11/2024 | TESCO | Fuel | 54.17 | 10.84 | 65.01 |
| 13/11/2024 | Andy Loos | 16/11/2024 Portaloo | 340.00 | 68.00 | 408.00 |
| 14/11/2024 | B&M | Chocolates Sweets and Gift Sacks for Christmas Light Switch on | 50.86 | 0.00 | 50.86 |

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| 14/11/2024 | Toolstation | To be confirmed | 40.06 | 0.00 | 40.06 |
| 15/11/2024 | Netti Incorporating Pixel Design | KTC-TOWN HALL,WORDPRESS HOSTING | 15.00 | 3.00 | 18.00 |
| 15/11/2024 | Wyre Forest District Council | KTC-TOWN HALL INCOME/EXPENDITURE REIMBURSEMENT-01/09/24-30/09/24 | 1,782.01 | 301.81 | 2,083.82 |
| 15/11/2024 | Wyre Forest District Council | KTC-RECHARGE FOR ACCESS TO I-LEARN MODS X9 | 180.00 | 36.00 | 216.00 |
| 15/11/2024 | Stephen Carrigan T/A Load Street Studios | KTC-SOUND FOR REMEMBRANCE SERVICE | 500.00 | 100.00 | 600.00 |
| 15/11/2024 | Npower Commercial Gas Ltd | ST GEORGES PARK-01/03/24-31/03/24 | 54.49 | 2.72 | 57.21 |
| 15/11/2024 | Npower Commercial Gas Ltd | ST GEORGES PARK-01/07/24-31/07/24 | 75.38 | 3.77 | 79.15 |
| 15/11/2024 | Npower Commercial Gas Ltd | ST GEORGES PARK-01/09/24-30/09/24 | 73.69 | 3.68 | 77.37 |
| 15/11/2024 | Npower Commercial Gas Ltd | St Georges Park - 01/10/24 to 31/10/24 | 77.94 | 3.90 | 81.84 |
| 15/11/2024 | Npower Commercial Gas Ltd | STOURBRIDGE RD,BROADWATERS-01/10/24- 31/10/24 | 134.33 | 6.72 | 141.05 |
| 15/11/2024 | Miriam Cunliffe | KTC-REMEMBRANCE SUNDAY PHOTOS | 100.00 | 0.00 | 100.00 |
| 15/11/2024 | Graffiti Removal Ltd | KTC-SPRAYCAN REMOVER,TRACE & GHOST REMOVER,GRAFFITI WIPES | 263.15 | 52.63 | 315.78 |
| 15/11/2024 | Thomas Woodhouse | KTC-MOULE CLOSE TO HABBERLEY RD-CUT BACK BRANCHES,ROOTS,WEEDS SOIL & DEBRIS | 490.00 | 0.00 | 490.00 |
| 15/11/2024 | Live Leisure Kidderminster Ltd | KTC-TOWN HALL VENUE HIRE-12/11/24 | 225.00 | 0.00 | 225.00 |
| 15/11/2024 | Live Leisure Kidderminster Ltd | KTC-TOWN HALL,VENUE HIRE- REMEMBRANCE SUNDAY-11/11/24 | 250.00 | 0.00 | 250.00 |
| 15/11/2024 | parkinson bailiff services | Grant of Rights to Town Hall, Weavers Wharf Shopping Park | 2,830.07 | 0.00 | 2,830.07 |
| 15/11/2024 | B&Q | Verve topsoil | 22.50 | 4.50 | 27.00 |
| 18/11/2024 | Toolstation | Hi Vis Vests | 9.95 | 1.99 | 11.94 |
| 18/11/2024 | Shaks convenience | RIDER – HOSPITALITY / REFRESHMENTS FOR SKA STUDS BAND | 43.50 | 0.00 | 43.50 |
| 18/11/2024 | PWLB | Interest & Principal | 27,307.97 | 0.00 | 27,307.97 |
| 19/11/2024 | eon | To be confirmed | 45.68 | 0.00 | 45.68 |
| 20/11/2024 | EMAPSITE COM | To be confirmed | 45.59 | 0.00 | 45.59 |
| 20/11/2024 | Tesco | Fuel | 100.82 | 20.17 | 120.99 |
| 20/11/2024 | Screwfix | Padlock | 16.07 | 3.21 | 19.28 |
| 21/11/2024 | B&Q | Tarmac Grit Bag x 10 | 70.83 | 14.17 | 85.00 |
| 21/11/2024 | Travis Perkins | Rocksalt | 119.80 | 23.96 | 143.76 |
| 21/11/2024 | Travis Perkins | Ratchet Strap | 55.02 | 11.01 | 66.03 |
| 21/11/2024 | Netti Incorporating Pixel Design | KTC - Town Hall Wordpress Hosting | 15.00 | 3.00 | 18.00 |

| | | | | | |
|------------|---|---|-----------|----------|-----------|
| 21/11/2024 | Stephen Carrigan T/A Load Street Studios | KTC - Sound for Town Hall | 48,933.02 | 9,786.60 | 58,719.62 |
| 21/11/2024 | Tudor (uk) Ltd T/A Tudor Environmental | Wooden Shelter Stake, Pro-Flora 8 Wild Flower mix | 63.79 | 12.76 | 76.55 |
| 21/11/2024 | Tudor (uk) Ltd T/A Tudor Environmental | Husqvarna Combi Edger ECA 850 | 119.33 | 23.87 | 143.20 |
| 21/11/2024 | Tudor (uk) Ltd T/A Tudor Environmental | Salt and Grit Bin, 200L | 375.00 | 75.00 | 450.00 |
| 21/11/2024 | Tudor (uk) Ltd T/A Tudor Environmental | Husqvarna Combi Trimmer TA 850/24 | 89.33 | 17.87 | 107.20 |
| 21/11/2024 | Artelia Projects UK Ltd | Cost Management Service August 2024 | 2,657.00 | 531.40 | 3,188.40 |
| 21/11/2024 | Artelia Projects UK Ltd | Cost Management Service September 2024 | 2,657.00 | 531.40 | 3,188.40 |
| 21/11/2024 | Artelia Projects UK Ltd | Cost Management Service October 2024 | 2,657.00 | 531.40 | 3,188.40 |
| 21/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL-VALUATION OF WORKS,CERT NO.11 | 41,666.67 | 8,333.33 | 50,000.00 |
| 21/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL-VALUATION OF WORKS,CERT NO.11 | 41,666.67 | 8,333.33 | 50,000.00 |
| 22/11/2024 | Lime Leasing | HV24THF - Ford Ranger Tremor Auto 4WD | 392.00 | 78.40 | 470.40 |
| 22/11/2024 | Amazon | Water Pump | 18.24 | 3.65 | 21.89 |
| 22/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL-VALUATION OF WORKS,CERT NO.11 | 41,666.67 | 8,333.33 | 50,000.00 |
| 22/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL-VALUATION OF WORKS,CERT NO.11 | 41,666.67 | 8,333.33 | 50,000.00 |
| 22/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL-VALUATION OF WORKS,CERT NO.11 | 41,666.67 | 8,333.33 | 50,000.00 |
| 22/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL-VALUATION OF WORKS,CERT NO.11 | 41,666.67 | 8,333.33 | 50,000.00 |
| 25/11/2024 | SP Start Safety | Torque Tamtorque Tamper-Proof Sign Clamp | 36.49 | 7.30 | 43.79 |
| 25/11/2024 | Spitfire | Service Charges | 66.05 | 13.21 | 79.26 |
| 25/11/2024 | Waterplus | Charges for Services Saint Georges Park 09/10/2024-09/11/2024 | 8.02 | 0.00 | 8.02 |
| 25/11/2024 | Sutcliffe Play South West Ltd | LARGE FLAT BLACK SEAT FULL ASSY | 79.00 | 15.80 | 94.80 |
| 25/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL-VALUATION OF WORKS,CERT NO.11 | 41,666.67 | 8,333.33 | 50,000.00 |
| 25/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL-VALUATION OF WORKS,CERT NO.11 | 41,666.67 | 8,333.33 | 50,000.00 |

| | | | | | |
|------------|--|---|-----------|----------|-----------|
| 25/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL-VALUATION OF WORKS,CERT NO.11 | 41,666.67 | 8,333.33 | 50,000.00 |
| 25/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL-VALUATION OF WORKS,CERT NO.11 | 41,666.67 | 8,333.33 | 50,000.00 |
| 26/11/2024 | Npower | Electricity Charges Landlord Supply 01/10/24-31/10/24 | 62.93 | 3.15 | 66.08 |
| 26/11/2024 | Npower | Electricity charges for Public toilets Market St 01/10/24-31/10/24 | 222.33 | 11.12 | 233.45 |
| 26/11/2024 | WaterPlus | Charges for services at New Public Toilet Block, Market Street, 04/10/24-04/11/24 | 167.89 | 0.00 | 167.89 |
| 26/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL-VALUATION OF WORKS,CERT NO.11 | 41,666.67 | 8,333.33 | 50,000.00 |
| 26/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL-VALUATION OF WORKS,CERT NO.11 | 41,666.67 | 8,333.33 | 50,000.00 |
| 26/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL-VALUATION OF WORKS,CERT NO.11 | 41,666.67 | 8,333.33 | 50,000.00 |
| 26/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL-VALUATION OF WORKS,CERT NO.11 | 41,666.67 | 8,333.33 | 50,000.00 |
| 26/11/2024 | Newsquest | Public notice online and in the Shuttle | 678.40 | 135.68 | 814.08 |
| 27/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL-VALUATION OF WORKS,CERT NO.11 | 41,666.67 | 8,333.33 | 50,000.00 |
| 27/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL-VALUATION OF WORKS,CERT NO.11 | 41,666.67 | 8,333.33 | 50,000.00 |
| 27/11/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL-VALUATION OF WORKS,CERT NO.11 | 40,481.89 | 8,096.38 | 48,578.27 |
| 28/11/2024 | Cadent Gas | KTC- Gas supply work | 5,298.12 | | 5,298.12 |
| 28/11/2024 | Intellect Electrical Contractors Ltd | Kidderminster Town Centre - Market Power Supply Fault Find and Repair | 180.00 | 36.00 | 216.00 |
| 28/11/2024 | Stephen Carrigan T/A Load Street Studios | KTC-STGE,SOUND & LIGHTS FOR CHRISTMAS LIGHTS SWITCH ON | 2,200.00 | 440.00 | 2,640.00 |
| 28/11/2024 | Stephen Carrigan T/A Load Street Studios | KTC-LIGHTS SWITCH ON- GENERATOR + FUEL | 130.00 | 26.00 | 156.00 |
| 28/11/2024 | Glenn Howells Architects Ltd | KTC-TOWN HALL ARCHITECTURAL SERVICES- UPDATE STG.5 | 16,195.18 | 3,239.04 | 19,434.22 |
| 28/11/2024 | Stage Right Theatre Consultants Ltd | KTC-CONSULT FOR THEATRE SERVICES- STG.5&6-OCT 24 | 797.15 | 159.43 | 956.58 |
| 28/11/2024 | Hoare Lea LLP | KTC-TOWN HALL RE-DEVELOPMENT 10/13858 | 1,100.00 | 220.00 | 1,320.00 |
| 28/11/2024 | Headway Traffice Management (West) Ltd | KTC-ST.MARY'S RINGWAY TRAFFIC MANAGEMENT-10/11/24 | 2,495.00 | 499.00 | 2,994.00 |

| | | | | | |
|------------|--|---|-----------|----------|-----------|
| 28/11/2024 | Midlands Bike Marshals | KTC-MARSHALLING FOR REMEMBRANCE DAY | 250.00 | 0.00 | 250.00 |
| 28/11/2024 | J T Murrall | KTC-NHLF-A JOURNEY THROUGH KTH- LOTTERY CO-ORDINATOR CONSULT NOV 24 | 1,280.00 | 0.00 | 1,280.00 |
| 28/11/2024 | MGAC LLP | KTC-TOWN HALL TRANSFORMATION DESIGN SERVICES | 500.00 | 100.00 | 600.00 |
| 28/11/2024 | Absolute Water Compliance Limited | KTC-BROADWATERS -TESTING FOR LEGIONELLA | 242.00 | 48.40 | 290.40 |
| 28/11/2024 | Npower | Electricity Supply Clock Tower, Oxford Street 01/10/24-31/10/24 | 59.29 | 2.96 | 62.25 |
| 28/11/2024 | Waterplus | Supply to Public Conveniences 300 Stourbridge Road 14/10/24-14/11/24 | 24.07 | 1.98 | 26.05 |
| 28/11/2024 | andy loos | To be confirmed | 312.00 | 0.00 | 312.00 |
| 28/11/2024 | royal mail | 50 x 1st class stamps | 82.50 | 0.00 | 82.50 |
| 28/11/2024 | B&Q | Green LED Lights | 20.00 | 4.00 | 24.00 |
| 02/12/2024 | JW Plant | 2 X VE Flags | 74.66 | 14.93 | 89.59 |
| 02/12/2024 | Fletcher Associates | Monthly Fee for the Personnel & Employment Law Scheme | 250.00 | 50.00 | 300.00 |
| 03/12/2024 | WFDC | For Cadent's Solicitor | 1,850.00 | IP1944 | 1,850.00 |
| 04/12/2024 | Toolstation | Dewalt 18V Battery | 49.98 | 10.00 | 59.98 |
| 05/12/2024 | go cardless | Concierge 01/12/2024 | 219.00 | 43.80 | 262.80 |
| 05/12/2024 | Barclays | CHARGES | 9.10 | 0.00 | 9.10 |
| 05/12/2024 | halfords | demon wash | 7.07 | 1.42 | 8.49 |
| 05/12/2024 | SKA Studs | KTC-ENTERTAINMENT | 800.00 | 0.00 | 800.00 |
| 05/12/2024 | Oliver Lawley T/A O & J Electrical | KTC-SUPPLY/REPLACE KEY LOCK BOX BY TREE,RCD DOUB.SOCKET INSIDE | 400.00 | 80.00 | 480.00 |
| 05/12/2024 | Glenn Howells Architects Ltd | KTC-ARCHITECTURAL SERVICES-UPDATE TO STG.5 | 16,195.18 | 3,239.04 | 19,434.22 |
| 05/12/2024 | M & BG Ltd | KTC-MONTHLY GROUND MAINTENANCE | 4,250.00 | 850.00 | 5,100.00 |
| 05/12/2024 | Powa Pak Cleaners T/A Midland Masonry | KTC-HOOBROOK WAR MEMORIAL- RE- LETTER | 330.00 | 66.00 | 396.00 |
| 05/12/2024 | WFDC | November Salaries | 37,525.51 | 20.00 | 37,545.51 |
| 09/12/2024 | Tesco | Fuel & Screenwash | 98.37 | 19.67 | 118.04 |
| 09/12/2024 | Tilly's Café | Drinks for Christmas event | 113.50 | 0.00 | 113.50 |
| 09/12/2024 | Poundland | Tool | 4.00 | 0.00 | 4.00 |
| 09/12/2024 | Poundland | Refreshment for Christmas Event | 31.95 | 0.00 | 31.95 |
| 09/12/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL VALUATION OF WORKS CERT.NO.12 | 41,666.67 | 8,333.33 | 50,000.00 |
| 09/12/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL VALUATION OF WORKS CERT.NO.12 | 41,666.67 | 8,333.33 | 50,000.00 |
| 09/12/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL VALUATION OF WORKS CERT.NO.12 | 41,666.67 | 8,333.33 | 50,000.00 |
| 09/12/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL VALUATION OF WORKS CERT.NO.12 | 41,666.67 | 8,333.33 | 50,000.00 |
| 10/12/2024 | WaterPlus | Charges for Services at Saint Georges Park, 09/10/24-09/11/24 | 1.90 | 0.00 | 1.90 |

| | | | | | |
|------------|------------------------------|---|-----------|----------|-----------|
| 10/12/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL VALUATION OF WORKS CERT.NO.12 | 41,666.67 | 8,333.33 | 50,000.00 |
| 10/12/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL VALUATION OF WORKS CERT.NO.12 | 41,666.67 | 8,333.33 | 50,000.00 |
| 10/12/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL VALUATION OF WORKS CERT.NO.12 | 41,666.67 | 8,333.33 | 50,000.00 |
| 10/12/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL VALUATION OF WORKS CERT.NO.12 | 41,666.67 | 8,333.33 | 50,000.00 |
| 11/12/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL VALUATION OF WORKS CERT.NO.12 | 41,666.67 | 8,333.33 | 50,000.00 |
| 11/12/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL VALUATION OF WORKS CERT.NO.12 | 41,666.67 | 8,333.33 | 50,000.00 |
| 11/12/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL VALUATION OF WORKS CERT.NO.12 | 41,666.67 | 8,333.33 | 50,000.00 |
| 11/12/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL VALUATION OF WORKS CERT.NO.12 | 41,666.67 | 8,333.33 | 50,000.00 |
| 12/12/2024 | Lyreco uk Ltd | KTC-CLEAR TAPE & PAPER | 16.87 | 3.37 | 20.24 |
| 12/12/2024 | Perfect Circle JV Ltd | KTC-TOWN HALL PROFESSIONAL SERVICES | 10,481.34 | 2,096.27 | 12,577.61 |
| 12/12/2024 | FMG Consulting Ltd | KTC-TOWN HALL CONSULT FOR PROJECT DELIVERY | 7,426.84 | 1,485.37 | 8,912.21 |
| 12/12/2024 | Interdecs Maintenance Ltd | KTC-PAINT LOW LEVEL WALLS IN SHELTER | 760.00 | 152.00 | 912.00 |
| 12/12/2024 | George Connolly | KTC-MAYOR'S ALLOWANCE-DEC.24 | 857.50 | 0.00 | 857.50 |
| 12/12/2024 | JDH Business Services Ltd | KTC-2024/25 1ST INTERIM AUDIT FEES | 625.00 | 125.00 | 750.00 |
| 12/12/2024 | o2 | mobile phone charges for Town Clerk | 22.53 | 0.00 | 22.53 |
| 12/12/2024 | HB 121 Solicitors | Lease of Unit 2 Forest Industrial Park | 1,745.00 | 0.00 | 1,745.00 |
| 12/12/2024 | The Botanist | Food and Drink items | 264.33 | 0.00 | 264.33 |
| 12/12/2024 | Crowngate Car Park | Parking | 4.50 | 0.00 | 4.50 |
| 12/12/2024 | WCC | Parking | 5.30 | 0.00 | 5.30 |
| 13/12/2024 | Aldi | Various Food Items | 22.46 | 0.61 | 23.07 |
| 13/12/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL VALUATION OF WORKS CERT.NO.12 | 41,666.67 | 8,333.33 | 50,000.00 |
| 13/12/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL VALUATION OF WORKS CERT.NO.12 | 41,666.67 | 8,333.33 | 50,000.00 |
| 13/12/2024 | Speller Metcalfe Malvern Ltd | KTC-TOWN HALL VALUATION OF WORKS CERT.NO.12 | 10,813.83 | 2,162.77 | 12,976.60 |
| 17/12/2024 | Eon | Supply at Horsefair Clock 01/11/24-30/11/24 | 43.19 | 2.16 | 45.35 |
| 17/12/2024 | Kidderminster Food Bank | Cllr Ward Grant - Nicky Gale | 500.00 | 0.00 | 500.00 |
| 18/12/2024 | WaterPlus | To be confirmed | 84.15 | 0.00 | 84.15 |

| | | | | | |
|------------|---|--|----------|--------|----------|
| 18/12/2024 | TFM Bromsgrove | To be confirmed | 97.84 | 0.00 | 97.84 |
| 18/12/2024 | royal mail | Send letter to Husum | 2.80 | 0.00 | 2.80 |
| 19/12/2024 | Wyre Forest District Council | KTC-MOBILE PHONE,SMART PENSION,BANK CHARGES-MAR-APR 24 | 55.40 | 11.08 | 66.48 |
| 19/12/2024 | Npower Commercial Gas Ltd | KTC-STOURBRIDGE RD-01/11/24-30/11/24 | 148.41 | 7.42 | 155.83 |
| 19/12/2024 | Garden Wizards | KTC-TRIM HEDGES IN BAXTER GARDENS PARK | 1,075.00 | 0.00 | 1,075.00 |
| 19/12/2024 | J T Murrall | KTC-NHLF-HERITAGE LOTTERY CO-ORD CONSULT FOR DEC 24 | 1,280.00 | 0.00 | 1,280.00 |
| 19/12/2024 | Jenine McGaughran | KTC-JOURNEY THROUGH KIDDERMINSTER TOWN HALL-JUNE-SEPT 24 | 1,055.50 | 0.00 | 1,055.50 |
| 19/12/2024 | Nina Price | KTC-JOURNEY THROUGH TOWN HALL-HERITAGE LOTTERY FUND-1 OF 6 | 1,055.50 | 0.00 | 1,055.50 |
| 19/12/2024 | CommunityFirst Partnership Ltd | KTC-BROADWATERS PARK-GREEN FLAG INITIAL ASSESSMENT | 845.00 | 169.00 | 1,014.00 |
| 20/12/2024 | Lime Leasing | Hire of HV24THF - Ford Ranger Tremor Auto 4WD | 392.00 | 78.40 | 470.40 |
| 20/12/2024 | Travis Perkins | Topsoil | 35.30 | 7.06 | 42.36 |
| 20/12/2024 | Kidderminster and District Youth Trust | Ward Grant - Mary Rayner | 150.00 | 0.00 | 150.00 |
| 20/12/2024 | Wyre Forest & South Worcs Nightstop Mediation Service | Ward Grant Mary Rayner | 100.00 | 0.00 | 100.00 |
| 20/12/2024 | Citizens Advice Bureau | Ward Grant - Mary Rayner | 100.00 | 0.00 | 100.00 |
| 23/12/2024 | IMO Car Wash | Car Wash | 14.00 | 0.00 | 14.00 |
| 23/12/2024 | Spitfire | Service Charges | 66.05 | 13.21 | 79.26 |
| 23/12/2024 | WaterPlus | To be confirmed | 7.77 | 0.00 | 7.77 |
| 27/12/2024 | Npower | Electricity invoice Public Toilets- Market Place 01/11/24-30/11/24 | 208.92 | 10.45 | 219.37 |
| 27/12/2024 | npower | Electricity invoice Clock Tower 01/11/24-30/11/24 | 57.88 | 2.89 | 60.77 |
| 27/12/2024 | Enterprise | Vehicle Hire 07/11-08/11 YL23CXT | 117.31 | 23.46 | 140.77 |
| 30/12/2024 | Npower | Electricity invoice Landlord Waterfall Supply 01/11/24-30/11/24 | 138.86 | 6.94 | 145.80 |
| 31/12/2024 | WaterPlus | To be confirmed | 21.78 | 0.00 | 21.78 |

Total

£2,388,955.57 £436,643.22 £2,825,598.79

Kidderminster Town Council

Finance and Overview Committee

16th January 2025

Agenda Item 6: Budget Monitoring Quarter 3, 24-25

(Notes to Appendix 3.2 (Attached))

| Cost Centre | Code | Description | Spent/ received | Amount of overspend/ (Underspend) | Reason |
|-------------------------------|-------|---|--------------------|---|--|
| K001 Council | 43070 | Elections | 0 | (£45,760) | Not yet billed |
| K002 (Finance) | 44010 | Audit fees | £4,755 | £2,235 | Internal audit no longer part of finance SLA with WFDC and new external auditor hired. |
| | 49030 | Insurances | £11,573 | (£18,427) | Town Hall insured seperately |
| | 44430 | Legal support | 0 | (£13,150) | SLA not yet paid |
| | 44420 | Finance support | 0 | (£29,000) | SLA not yet paid |
| | 44410 | WFDC IT support | 0 | (£26,889) | SLA not yet paid |
| K003 Staffing and Civic | 23700 | Temporary office accommodation expenses | £23,057 | (£3,557) | Includes some due from previous year |
| | 49015 | Training | £2,676 | (£676) | Charge overspend against EMR |
| | 88300 | Misc Income | £10,240 | (£10,240) | Refund from amended lease re CEO office |
| K004 Services | 21010 | Repairs and maintenance | £22,898 | N/A | Expenditure includes spending from EMR for Bandstand |
| | 21430 | St Mary's Churchyard contractor | 0 | (£14,000) | Not yet billed |
| | 21034 | St Georges Paddling Pool - Pool Servicing | 0 | (£10,000) | Pool closed) |
| | 27041 | Public Conveniences Contractor Charges | 0 | (24,810) | Not yet billed |
| | 21411 | Lengthsman | £6,389 | (£1,889) | See increased income at 84410 |
| | 21421 | Hanging Flowers and Planting Contractor | £333 | (£14,667) | Not yet billed |
| | 49130 | Christmas Lights | £159 | (£22,341) | Not yet billed |
| K006 Town Hall | 49150 | PWLB Loan | | (£750,000) | Final instalment of Loan |
| | 49150 | Grant from NLHF towards project | | (£95,000) | From NLHF project |
| | 75000 | Loan charges to date | | (£95,871) | (Need to account for interest towards next payment. |

KTC - BUDGET / PRECEPT 2024/25

| KIDDERMINSTER TOWN COUNCIL | 2024/25 Original Budget £ | 2024/25 Actual to 31/12/2024 £ | 2024/25 Variance |
|--|------------------------------------|---|---------------------|
| Summary Page | | | |
| COMMITTEE | | | |
| 1. COUNCIL | (961,716) | (1,020,875) | 59,159 |
| 2. FINANCE | 105,820 | (9,874) | 115,694 |
| 3. STAFFING & CIVIC | 197,196 | 117,591 | 79,605 |
| 4. SERVICES | 356,700 | 165,242 | 191,458 |
| 6. TOWN HALL | 1,531,361 | 116,309 | 1,415,052 |
| 11. EVENTS | 9,100 | 5,615 | 3,485 |
| TOTAL NET EXPENDITURE/(INCOME) FROM/(TO) GENERAL RESERVE] | 1,238,461 | (625,992) | 1,864,453 |

| Cost Centre | Account Code | KIDDERMINSTER TOWN COUNCIL | 2024/25 Original Budget £ | 2024/25 Actual to 31/12/24 £ | 2024/25 Variance |
|-------------|--------------|--|---------------------------------|------------------------------------|---------------------|
| | | 1. COUNCIL | | | |
| | | <u>EXPENDITURE</u> | | | |
| K001 | 43070 | Cyclical Elections & Contribution to future Election costs | 45,760 | | 45,760 |
| K001 | 11080 | Contingency for Pay Award | 23,000 | | 23,000 |
| K001 | 41000 | Contingency | 30,000 | 3,841 | 26,159 |
| | | GROSS EXPENDITURE | 98,760 | 3,841 | 94,919 |
| | | <u>INCOME</u> | | | |
| K001 | 84001 | Precepts | (1,024,716) | (1,024,716) | 0 |
| K001 | 85090 | Earmarked Reserve transfer | (35,760) | | (35,760) |
| | | GROSS INCOME | (1,060,476) | (1,024,716) | (35,760) |
| | | TOTAL NET EXPENDITURE / (INCOME) | (961,716) | (1,020,875) | 59,159 |

| Cost Centre | Account Code | KIDDERMINSTER TOWN COUNCIL | 2024/25 Original Budget £ | 2024/25 Actual to 31/12/2024 £ | 2024/25 Variance |
|-------------|--------------|---|---------------------------|--------------------------------|------------------|
| | | 2. FINANCE | | | |
| | | <u>EXPENDITURE</u> | | | |
| | | SUPPLIES AND SERVICES | | | |
| K002 | 43031 | General Office Expenses | 2,600 | 2,551 | 49 |
| K002 | 43030 | Stationery | 700 | 261 | 439 |
| K002 | 45010 | Postage | 1,000 | 238 | 762 |
| K002 | 43014 | Print Management Re-charge | 650 | 0 | 650 |
| K002 | 45030 | Mobile Phones | 1,100 | 10 | 1,090 |
| K002 | 44010 | Audit Fees | 2,520 | 4,755 | (2,235) |
| K002 | 48020 | Professional Subscriptions | 3,400 | 3,386 | 14 |
| K002 | 49030 | Insurances | 30,000 | 11,573 | 18,427 |
| K002 | 48041 | Ward Grants | 9,000 | 2,050 | 6,950 |
| | | SUPPORT SERVICES | | | |
| K002 | 44430 | Legal Support | 13,150 | 0 | 13,150 |
| K002 | 44420 | WFDC Finance support | 29,000 | 0 | 29,000 |
| K002 | 44410 | WFDC ICT | 29,200 | 2,511 | 26,689 |
| K002 | 21510 | MS Outlook Licenses | 3,500 | 0 | 3,500 |
| | | GROSS EXPENDITURE | 125,820 | 27,336 | 98,484 |
| | | <u>INCOME</u> | | | |
| K002 | 88650 | Interest Received | (20,000) | (37,210) | 17,210 |
| | | GROSS INCOME | (20,000) | (37,210) | 17,210 |
| | | TOTAL NET EXPENDITURE / (INCOME) | 105,820 | (9,874) | 115,694 |

| Cost Centre | Account Code | KIDDERMINSTER TOWN COUNCIL | 2024/25 Original Budget £ | 2024/25 Actual to 31/12/2024 £ | 2024/25 Variance |
|-------------|--------------|---|------------------------------|-----------------------------------|------------------|
| | | 3. STAFFING AND CIVIC | | | |
| | | <u>EXPENDITURE</u> | | | |
| | | EMPLOYEE COSTS | | | |
| K003 | 11010 | Salary Costs | 132,000 | 75,113 | 56,887 |
| K003 | 11020 | National Insurance | 11,756 | 7,393 | 4,363 |
| K003 | 11030 | Pension Costs | 5,870 | 2,856 | 3,014 |
| K003 | 23700 | Temporary office accommodation expenses | 19,500 | 23,057 | (3,557) |
| K003 | 45010 | Postage - (Mail redirection) | 710 | 3 | 707 |
| K003 | 13080 | Relocation costs staff travel | 2,500 | 1,756 | 744 |
| K003 | 12810 | Town Crier | 500 | 500 | 0 |
| K003 | 13085 | Town Mayor's allowance | 6,860 | 5,584 | 1,276 |
| | | SUPPLIES AND SERVICES | | | |
| K003 | 49015 | Training | 2,000 | 2,676 | (676) |
| K003 | 31010 | Mayoral Car Hire/Travel | 2,000 | 0 | 2,000 |
| K003 | 42020 | Mayor and Civic Budget | 9,000 | 6,645 | 2,355 |
| K003 | 41545 | Twinning | 500 | 0 | 500 |
| K003 | 44450 | HR Advice | 4,000 | 2,250 | 1,750 |
| | | GROSS EXPENDITURE | 197,196 | 127,832 | 69,364 |
| K003 | 88300 | INCOME - MISCELLANEOUS | | (10,240) | |
| | | GROSS INCOME | 0 | (10,240) | 0 |
| | | TOTAL NET EXPENDITURE / (INCOME) | 197,196 | 117,591 | 69,364 |

| Cost Centre | Account Code | KIDDERMINSTER TOWN COUNCIL | 2024/25 Original Budget £ | 2024/25 Actual to 31/12/24 £ | 2024/25 Variance |
|-------------|--------------|---|---------------------------|------------------------------|------------------|
| | | 4. SERVICES | | | |
| | | <u>EXPENDITURE</u> | | | |
| | | EMPLOYEE COSTS | | | |
| K004 | 11010 | Salary Costs | 82,000.00 | 59,840.25 | 22,159.75 |
| K004 | 11020 | National Insurance | 8,800.00 | 6,584.28 | 2,215.72 |
| K004 | 11030 | Pension Costs | 2,500.00 | 1,015.80 | 1,484.20 |
| | | RUNNING COSTS | | | |
| K004 | 21410 | Parks - Grounds Maintenance Contractor Charges | 60,000 | 42,447 | 17,553 |
| K004 | 21010 | Repairs and Maintenance | 25,000 | 22,898 | 2,102 |
| K004 | 21012 | Town Council Parks | 40,000 | 27,426 | 12,574 |
| K004 | 41010 | Equipment Purchase and Repair | 3,000 | 2,163 | 837 |
| K004 | 41020 | Parks - Furniture Purchase and Repair | 1,000 | 307 | 693 |
| K004 | 21430 | St Mary's Churchyard Contractor Charges | 14,000 | 0 | 14,000 |
| K004 | 21030 | Statues and Memorials | 1,500 | 0 | 1,500 |
| K004 | 42040 | Maintenance of Street Furniture - cleaning and replacement | 5,200 | 1,059 | 4,141 |
| K004 | 21031 | Clock Tower (Oxford Street & Horsefair) Servicing and Maintenance | 1,000 | 620 | 380 |
| K004 | 22030 | Clock Tower (Oxford Street) Electricity (Clock Tower Oxford Street) | 1,900 | 1,756 | 144 |
| K004 | 21032 | War Memorials Maintenance | 500 | 330 | 170 |
| K004 | 21034 | St Georges Paddling Pool - Pool Servicing | 10,000 | 0 | 10,000 |
| K004 | 21036 | Allotments | 5,000 | 1,565 | 3,435 |
| K004 | 21037 | Defibrillator | 500 | 217 | 283 |
| K004 | 21038 | Water Feature | 3,750 | 115 | 3,635 |
| K004 | 21039 | Play Equipment | 3,500 | 2,884 | 616 |
| K004 | 21040 | Town Centre Market | 750 | 180 | 570 |
| K004 | 27041 | Public Conveniences Contractor Charges | 25,000 | 190 | 24,810 |
| K004 | 21011 | Public Conveniences Repairs and Maintenance | 6,000 | 2,517 | 3,483 |
| K004 | 22031 | Public Conveniences Electricity | 3,100 | 1,709 | 1,391 |
| K004 | 25010 | Public Conveniences Water and Sewage Rates | 1,950 | 843 | 1,107 |
| K004 | 21411 | Lengthsman | 4,500 | 6,389 | -1,889 |
| K004 | 21412 | Tree Works | 5,000 | 3,450 | 1,550 |
| K004 | 41100 | Direct Materials | 3,250 | 2,327 | 923 |
| K004 | 31010 | Plant and Vehicle Hire | 3,000 | 62 | 2,938 |
| K004 | 31020 | Vehicle Costs | 9,000 | 5,736 | 3,264 |
| K004 | 31040 | Mechanical Sweeper | 6,000 | 0 | 6,000 |
| K004 | 23700 | Equipment External Storage Unit | 6,000 | 188 | 5,812 |
| K004 | 42041 | Grit Bins | 1,000 | 626 | 374 |
| K004 | 21421 | Hanging Flowers and Planting Contractor Charges | 15,000 | 333 | 14,667 |
| K004 | 49130 | Christmas Lights | 22,500 | 159 | 22,341 |
| K004 | 49015 | Training | 1,000 | 83 | 917 |
| K004 | 49150 | Creation of Earmarked Reserves | | 10,000 | (10,000) |
| | | GROSS EXPENDITURE | 382,200 | 206,018 | 176,182 |
| | | <u>INCOME</u> | | | |
| K004 | 84410 | Lengthsman Income | (4,500) | (12,485) | 7,985 |
| K004 | 85090 | Use/Release of EMR | (10,000) | (12,010) | 2,010 |
| K004 | 87100 | Rents | (11,000) | (5,000) | (6,000) |
| K004 | 88300 | Income - Miscellaneous | | (11,281) | 11,281 |
| | | GROSS INCOME | (25,500) | (40,776) | 15,276 |
| | | TOTAL NET EXPENDITURE / (INCOME) | 356,700 | 165,242 | 191,458 |

| Cost Centre | Account Code | KIDDERMINSTER TOWN COUNCIL | 2024/25 Original Budget £ | 2024/25 Actual to 31/12/2024 £ | 2024/25 Variance |
|-------------|--------------|---|------------------------------|-----------------------------------|------------------|
| | | 6. TOWN HALL | | | |
| | | <u>EXPENDITURE</u> | | | |
| | | EMPLOYEE COSTS | | | |
| K006 | 11010 | Salary Cost | 160,320 | 69,959 | 90,361 |
| K006 | 11020 | National Insurance | 9,832 | 7,144 | 2,688 |
| K006 | 11030 | Pension Costs | 19,565 | 9,768 | 9,797 |
| K006 | 44029 | Honorarium -Town Hall Organist | 400 | 400 | 0 |
| K006 | 44074 | Town Hall Project Support | 80,000 | 7,427 | 72,573 |
| K006 | 13030 | Recruitment | 8,000 | 300 | 7,700 |
| K006 | 49015 | Training | 1,000 | 1,940 | (940) |
| | | RUNNING COSTS | | | |
| K006 | 45030 | Mobile Phone Charges | 550 | 0 | 550 |
| K006 | 43032 | General Office Expenses | 500 | 525 | (25) |
| K006 | 49150 | Contribution to major repairs EMR | 25,000 | 0 | 25,000 |
| | 49150 | Creation of EMR- PWLB Loan | 0 | 750,000 | (750,000) |
| | 49150 | Creation of EMR- Transformation Project | 0 | 95,000 | (95,000) |
| | | OVERHEADS | | | |
| K006 | 21010 | Repairs and Maintenance of Buildings | 10,000 | 223 | 9,777 |
| K006 | 21510 | Miscellaneous Licences and Rental | 200 | 180 | 20 |
| K006 | 22030 | Electricity | 22,880 | 8,124 | 14,756 |
| K006 | 22040 | Gas | 5,210 | 1,401 | 3,809 |
| | 24010 | Non Domestic Rates | 0 | 743 | (743) |
| K006 | 25030 | Water and Sewerage Rates | 13,528 | 1,347 | 12,181 |
| K006 | 26020 | Fire and Burglar Precaution Alarms Maintenance | 900 | 480 | 420 |
| K006 | 27050 | Hygiene and Towel Services | 300 | 0 | 300 |
| K006 | 44076 | Town Hall Transformation Project - KTC Contribution | 45,000 | 5,094 | 39,907 |
| K006 | 44440 | Support Services - Facilities Management | 11,500 | 0 | 11,500 |
| K006 | 44075 | Town Hall Transformation Project | 9,037,422 | 5,136,142 | 3,901,280 |
| K006 | 44077 | Podium | 400,000 | 135,457 | 264,543 |
| K006 | 44078 | NLHF- A Journey Through Kidderminster | 249,696 | 32,811 | 216,885 |
| K006 | 49020 | Bank Charges | | 234 | (234) |
| | | EVENTS AND MARKETING | | | |
| K006 | 49010 | Marketing and Design | 2,000 | 600 | 1,400 |
| | | INTEREST | | | |
| K006 | 75000 | Loan Interest | 163,000 | 67,129 | 95,871 |
| | | GROSS EXPENDITURE | 10,266,803 | 6,332,426 | 3,934,377 |
| | | <u>INCOME</u> | | | |
| K006 | 87110 | Registrar Rental Income | (3,000) | (6,000) | 3,000 |
| K006 | 88200 | PWLB receipt | (1,500,000) | (1,500,000) | 0 |
| K006 | 84000 | Grant Income | | (95,000) | 95,000 |
| K006 | 84006 | Levelling Up Funding Grant | (7,232,442) | (4,518,810) | (2,713,632) |
| K006 | 84008 | Grant Income NLHF | | (96,307) | 96,307 |

| Cost Centre | Account Code | KIDDERMINSTER TOWN COUNCIL | 2024/25 Original Budget £ | 2024/25 Actual to 31/12/2024 £ | 2024/25 Variance |
|-------------|--------------|----------------------------------|------------------------------------|---|---------------------|
| | | | | | |
| | | GROSS INCOME | (8,735,442) | (6,216,117) | (2,519,325) |
| | | TOTAL NET EXPENDITURE / (INCOME) | 1,531,361 | 116,309 | 1,415,052 |

| Cost Centre | Account Code | KIDDERMINSTER TOWN COUNCIL | 2024/25 Original Budget £ | 2024/25 Actual to 31/12/2024 £ | 2024/25 Variance |
|-------------|--------------|---|------------------------------|-----------------------------------|------------------|
| | | 11. EVENTS | | | |
| | | <u>EXPENDITURE</u> | | | |
| | | RUNNING COSTS | | | |
| K011 | 22030 | Christmas Lights - Electricity | 600 | | 600 |
| K011 | 41042 | Community Grant - WFDC Exp | | 1,000 | (1,000) |
| K011 | 48023 | Remembrance Sunday | 4,000 | 3,733 | 267 |
| K011 | 48021 | Christmas Light Switch on event | 4,500 | 3,562 | 938 |
| | | GROSS EXPENDITURE | 9,100 | 8,295 | 805 |
| | | <u>INCOME</u> | | | |
| | | Community Grant WFDC | | (2,000) | 2,000 |
| | | Income - Miscellaneous | | (680) | 680 |
| | | GROSS INCOME | 0 | (2,680) | 2,680 |
| | | TOTAL NET EXPENDITURE / (INCOME) | 9,100 | 5,615 | 3,485 |

BANK RECONCILIATION PERIOD ENDED 31ST OCTOBER 2024

KIDDERMINSTER TOWN COUNCIL

| | | £ | £ |
|---|--|--------------|----------------------------|
| Balance per bank statement as at 31st October 2024 - Mixed Payments Plan | | 20,568.68 | |
| Balance per bank statement as at 31st October 2024 - Business Premium Account | | 2,142,530.46 | |
| Outstanding Items | | | 2,163,099.14 |
| Less unrepresented cheques as at 31st October 2024: | | | |
| | | | 0.00 |
| | | | 2,163,099.14 |
| Plus any petty cash balance held at 31st October 2024 | | | 500.00 |
| Plus Short Term Investment | | | 722,000.00 |
| TOTAL - NET BANK BALANCES AS AT 31st October 2024 (Box 8 on Annual Return) | | | <u>2,885,599.14</u> |

The net balances reconcile to the Cash Book for the year, as follows:

| CASH BOOK | £ |
|---|----------------------------|
| Opening Balance: | 824,049.42 |
| Add: Receipts in the year | 8,629,715.78 |
| Less: Payments in the year: | 6,568,166.06 |
| CLOSING BALANCE PER CASH BOOK @31st October 2024 | <u>2,885,599.14</u> |

| Represented by | | £ |
|----------------|----------------|----------------------------|
| | Cash book | 2,163,099.14 |
| | Short Term Inv | 722,000.00 |
| | Petty Cash | 500.00 |
| | | <u>2,885,599.14</u> |
| | | 0.00 |

BANK RECONCILIATION PERIOD ENDED 30th November 2024

KIDDERMINSTER TOWN COUNCIL

| | | | |
|--|--|------------|----------------------------|
| | | £ | £ |
| Balance per bank statement as at 30th November 2024 - Mixed Payments Plan | | 21,190.87 | |
| Balance per bank statement as at 30th November 2024 - Business Premium Account | | 770,530.46 | |
| Outstanding Items | | | 791,721.33 |
| Less unpresented cheques as at 30th November 2024: | | | |
| | | | 0.00 |
| | | | 791,721.33 |
| Plus any petty cash balance held at 30th November 2024 | | | 500.00 |
| Plus Short Term Investment | | | 722,000.00 |
| TOTAL - NET BANK BALANCES AS AT 30th November 2024 (Box 8 on Annual Return) | | | <u>1,514,221.33</u> |

The net balances reconcile to the Cash Book for the year, as follows:

| | |
|--|----------------------------|
| CASH BOOK | £ |
| Opening Balance: | 824,049.42 |
| Add: Receipts in the year | 8,634,265.34 |
| Less: Payments in the year: | 7,944,093.43 |
| CLOSING BALANCE PER CASH BOOK @30th November 2024 | <u>1,514,221.33</u> |

| | | |
|-----------------------|----------------|----------------------------|
| Represented by | | £ |
| | Cash book | 791,721.33 |
| | Short Term Inv | 722,000.00 |
| | Petty Cash | 500.00 |
| | | <u>1,514,221.33</u> |
| | | 0.00 |

BANK RECONCILIATION PERIOD ENDED 31st December 2024

KIDDERMINSTER TOWN COUNCIL

| | | £ | £ |
|--|--|--------------|----------------------------|
| Balance per bank statement as at 31st December 2024 - Mixed Payments Plan | | 18,392.21 | |
| Balance per bank statement as at 31st December 2024 - Business Premium Account | | 1,960,081.74 | |
| Outstanding Items | | | 1,978,473.95 |
| Less unpresented cheques as at 31st December 2024: | | | |
| | | | 0.00 |
| | | | 1,978,473.95 |
| Plus any petty cash balance held at 31st December 2024 | | | 500.00 |
| Plus Short Term Investment | | | 722,000.00 |
| TOTAL - NET BANK BALANCES AS AT 31st December 2024 (Box 8 on Annual Return) | | | <u>2,700,973.95</u> |

The net balances reconcile to the Cash Book for the year, as follows:

| CASH BOOK | £ |
|--|----------------------------|
| Opening Balance: | 824,049.42 |
| Add: Receipts in the year | 10,634,678.66 |
| Less: Payments in the year: | 8,757,754.13 |
| CLOSING BALANCE PER CASH BOOK @31st December 2024 | <u>2,700,973.95</u> |

| Represented by | | £ |
|----------------|----------------|----------------------------|
| | Cash book | 1,978,473.95 |
| | Short Term Inv | 722,000.00 |
| | Petty Cash | 500.00 |
| | | <u>2,700,973.95</u> |
| | | 0.00 |

**KIDDERMINSTER TOWN COUNCIL
TOWN COUNCIL MEETING
10th January 2025**

PUBLIC REPORT TO TOWN COUNCILLORS

1. Agenda Item 8: Budget 2025-26

To recommend to Council the Annual Budget and the level of the precept levied

1. Overview

The budget for 2025-26, like this year, will be dominated by capital expenditure, which is almost entirely on the Town Hall project.

The overall figures in the attached draft budget are as follows:

| | Budget 25-26 | |
|---------|---------------------|---------------|
| | Expenditure | Income |
| Revenue | 1,424,286 | 135,000 |
| Capital | 2,305,858 | 2,370,858 |
| Precept | 0 | 1,224,286 |
| Total | 3,730,144 | 3,730,144 |

The full details of the budget for 2025-26, along with projections for 2026-27 and 2027-28 are attached.

2. SUMMARY OF MAIN POINTS

A) The capital expenditure above, totalling £2,370,858, is made up as follows:

- | | | |
|------|---|------------|
| i. | Town Hall Transformation Project: | £1,986,162 |
| ii. | The remainder of the “Journey through Kidderminster” Project (NLHF funded) | £ 119,696 |
| iii. | Town Hall re-opening costs: Which will be financed from the Council’s reserves, and | £ 100,000, |
| iv. | St. George’s Park Paddling Pool re-instatement: (The £150,000 towards the re-instatement of the paddling pool at St. George’s Park is to be funded by external sources; if the funding is not achieved, the expenditure will not be incurred). | £ 150,000. |
| v. | Section 106 spend | £ 15,000 |

B) **The revenue expenditure** totalling £1,424,286 gives an indication of the costs of delivering the Town Council's services after the Town Hall project has been completed. It is funded almost entirely by the precept (90%).

The largest elements of the Council's revenue expenditure are as follows:

| | | |
|------|---|-----------------|
| i. | Staff costs: | £523,026 (37%) |
| ii. | Contracts and SLA's: | £240, 400 (17%) |
| iii. | Loan Charges: | £150,000 (11%) |
| iv. | Utilities, rates, contracts, Town Hall: | £141,000 (10%) |
| v. | Insurances: | £ 33,500 (2%) |
| vi. | Christmas Lights: | £ 30,700 (2%) |

The Revenue budget allocations for 2025-26 are as follows:

| | | |
|--------|------------------------------|----------------------|
| i. | Corporate Services: | £243,468 (net) |
| ii. | Operational Services: | £347,774 (net) |
| iii. | The Town Hall: | £459,505 (net) |
| iv. | Civic, Community and Events: | £173,539 (net) |
| Total: | | £1,224,286 (precept) |

C) **The Precept** is the amount of money that this Council requires the District Council to collect from Council Taxpayers in our parish to pay towards the services that we provide on their behalf.

The precept proposed in the draft budget is £1,224,286, which amounts to £68.95 per Band D Household in Kidderminster (3% of a household's total Council Tax bill).

(Average Band D across the UK for 2024 was £89.18

Local Council Band D payments this year ranged from 0 to £402)

(For information, Band D represents the precept total divided by the tax base, which is the number of households liable to pay Council tax. In some years the Council Tax base could be expected to rise by 1 to 1.5%, which would reduce pressure on the precept. However, this year, the rise was only 13 households, giving a total of 17,757. The reasons given for such a low increase this year are as follows:

'Kidderminster had a lot of HMO's (houses in multiple occupation) - these used to be banded as separate flats however the VOA have now merged them into 1 property per HMO so KTC have lost a lot.

Also there has been a large increase in discounts and exemptions, Martin Lewis keeps pushing these on television and we have had a large increase in take up.'

3. MAIN CHANGES IN BUDGET 2025-26

A) Staffing Costs: The Staffing Committee approved a total budget of £523,026 in order to accommodate proposals for the Council's staff restructure. This represents an increase of 15%, which includes an increase in staff numbers, as well as provision for salary increases and increased national insurance costs.

Staffing costs are 37% of the total revenue budget. The LGA reports that staffing costs range from 40% to 60% of Council revenue budgets. However, when considering this, outsourcing, contracts, SLA's, etc. should also be taken into account.

In budget 2025-26 staff costs have been allocated across the various services and functions of the Council to better illustrate the direct costs of provision.

B) Re-opening the Town Hall

The Council plans to return to the Town Hall in mid-May 2025 and to re-open for events business from September. This will require substantial expenditure to ensure that the Town Hall properly reflects the transformation project. Elements of the project were removed as part of the value engineering exercise before the contract was signed (essential items, such as sound and lighting and a lift) while parts of the town Hall outside the scope of the contract will require decorating to complement the transformed areas. The draft budget proposes to spend £100,000 on these works, but rather than levy all this on the precept, it will be funded through the Council's reserves.

The re-opening of the Town Hall also gives rise to a range of ongoing costs, such as cleaning contracts, utilities costs and business rates, most of which were not required in this year's budget.

4. RECOMMENDATIONS

To recommend to Council the draft Budget for 2025-26 and the precept of £1,224,286 to be levied for the year.

Hugh Peacocke
Chief Executive Officer

10th January 2025.

| Cost Centre | Cost Code | Description | Expenditure | | | Income | | | Budget 26-27 | | Budget 27-28 | |
|--------------------------|-----------|---------------------------------------|----------------|-------------------------------|----------------|----------------|-------------------------------|---------------|--------------------|---------------|-----------------|---------------|
| | | | Budget 24-25 | Projected outturn 24-25 | Budget 25-26 | Budget 24-25 | Projected outturn 24-25 | Budget 25-26 | Est Expenditure | Est Income | Est Expenditure | Est Income |
| * | | Staff costs | 455,643 | | 523,026 | | | | 558,717 | | 575,479 | |
| Cost Centre | Cost Code | Description | Expenditure | | | Receipts | | | Budget 26-27 | | Budget 27-28 | |
| | | | Budget 24-25 | Projected | Budget 25-26 | Budget 24-25 | Projected | Budget 25-26 | | | | |
| K100- Corporate Services | 11010 | Staff re-allocation | 149,626 | 140,000 | 117,158 | | | | 125,188 | | 128,960 | |
| | 49015 | Staff training | 4,000 | 5,500 | 7,000 | | | | 5,150 | | 5,350 | |
| | 43031 | Office expenses | 3,100 | 4,500 | 5,000 | | | | 3,000 | | 3,200 | |
| | 13080 | Relocation costs- Staff travel | 2,500 | 2,500 | 1,000 | | | | 0 | | 0 | |
| | 43030 | stationery | 700 | 500 | 600 | | | | 618 | | 640 | |
| | 45010 | postage | 1,710 | 1,100 | 1,100 | | | | 1,144 | | 1,200 | |
| | 43014 | Print management | 650 | 750 | 750 | | | | 800 | | 860 | |
| | 45030 | mobile phones | 1,650 | 1,650 | 1,800 | | | | 1,800 | | 1,950 | |
| | 44010 | Audit Fees- External & Internal | 2,520 | 4,500 | 5,200 | | | | 5,500 | | 6,000 | |
| | 44430 | Legal | 5,000 | 3,000 | 3,000 | | | | 3,100 | | 3,300 | |
| | 44430 | SLA_ Legal | 8,150 | 8,150 | 8,500 | | | | 8,500 | | 9,000 | |
| | 44420 | SLA Finance | 29,000 | 29,000 | 29,000 | | | | 0 | | 0 | |
| | 44410 | SLA ICT | 29,200 | 30,500 | 31,100 | | | | 33,000 | | 34,000 | |
| | 21510 | MS Outlook licenses | 3,500 | 3,800 | 4,300 | | | | 4,700 | | 5,000 | |
| | 23700 | Office rent | 19,500 | 14,000 | 4,000 | | | | 0 | | 0 | |
| | 44450 | HR Advice | 4,000 | 4,000 | 4,500 | | | | 4,700 | | 5,000 | |
| | 88650 | Interest Received | | | 0 | -20,000 | 25,000 | 15,000 | 0 | 18,000 | | 19,000 |
| * | 43070 | Elections | 45,760 | 58,760 | 12,000 | | | | 12,000 | | 12,000 | |
| | 48020 | NALC/SLCC | 3,400 | 3,400 | 3,500 | | | | 3,700 | | 3,900 | |
| | 49030 | Insurances | 30,000 | 6,000 | 8,500 | | | | 9,000 | | 9,000 | |
| | 41000 | Contingency | 30,000 | 10,000 | 0 | | | | | | | |
| | 11080 | Contingency for pay awards | 23,000 | 15,000 | 0 | | | | | | | |
| | 11010 | Planning Committee Staff reallocation | 0 | 0 | 10,461 | | | | 11,174 | | 11,510 | |
| | | Sub Total 1 | 343,966 | 346,610 | 258,468 | -20,000 | 25,000 | 15,000 | 233,075 | 18,000 | 240,869 | 19,000 |

| Cost Centre | Cost Code | Description | Expenditure | | | Income | | | Budget 26-27 | | Budget 27-28 | |
|-----------------------------|-----------|---|----------------|-------------------------|----------------|---------------|-------------------------|----------------|-----------------|---------------|-----------------|---------------|
| K200 - OPERATIONAL SERVICES | | | Budget 24-25 | Projected outturn 24-25 | Budget 25-26 | Budget 24-25 | Projected outturn 24-25 | Budget 25-26 | Est Expenditure | Est Income | Est Expenditure | Est Income |
| Parks | 11010 | Staff re-allocation | 93,300 | 88,000 | 57,533 | | | | 61,459 | | 63,303 | |
| * | 21410 | Parks GMC | 60,000 | 60,000 | 65,000 | | | | 85,000 | | 90,000 | |
| | ? | Grant towards transfer works | | | | | | 15,000 | | 20,000 | | 20,000 |
| | 21010 | R & M | 65,000 | 50,000 | 55,000 | | | | 70,000 | | 80,000 | |
| * | 41010 | Equipment Purchase & Repair | 3,000 | 3,000 | 10,000 | | | | 15,000 | | 16,000 | |
| | 41020 | Parks Furniture | 1,000 | 1,000 | 3,500 | | | | 6,500 | | 7,500 | |
| * | 21034 | St Georges Paddling Pool Upkeep amd maintenance | 10,000 | 4,500 | 0 | | | | 0 | | 0 | |
| | | St. George's Park Paddling Pool reinstatement | | | 150,000 | | | | | | | |
| * | ? | St Georges Paddling Pool Ext funding | 0 | 0 | 0 | 0 | 0 | 150,000 | 0 | | 0 | |
| | ? | Play equipment safety | 3,500 | 4,000 | 5,000 | | | | 7,500 | | 8,000 | |
| | ? | Play equipment sinking fund | | | 0 | | | | 15,000 | | 17,500 | |
| | ? | Uniforms and PPE | | | 1,000 | | | | 1,050 | | 1,100 | |
| | 85090 | EMR (S. 106) | | | | 10,000 | 10,000 | 15,000 | 18,000 | 18,000 | 18,000 | 18,000 |
| | ? | Tennis Club Maintenance Support | | 2,000 | 2,000 | | | | 2,000 | | 2,000 | |
| Public Realm | 11010 | Staff re-allocation | | | 33,997 | | | 0 | 36,317 | | 37,406 | |
| | 21430 | St Mary's Churchyard (WFDC) | 14,000 | 14,000 | 14,500 | | | | 15,000 | | 15,500 | |
| | 21030 | Statues & Memorials | 1,500 | 1,500 | 1,750 | | | | 1,850 | | 2,000 | |
| | 42040 | Street Furniture R & M | 5,200 | 3,500 | 4,000 | | | | 4,200 | | 4,500 | |
| | 21031 | Clock Tower Oxford Street | 2,900 | 2,900 | 3,200 | | | | 3,300 | | 3,500 | |
| | 21032 | Maintenance of war memorials | 1,000 | 1,000 | 1,000 | | | | 1,030 | | 1,100 | |
| | 27041 | Public conveniences | 36,050 | 33,000 | 35,000 | | | | 36,500 | | 38,000 | |
| | 11010 | Public Conveniences- staff re-allocation | | | 5,753 | | | | 6,146 | | 6,330 | |
| | 21411 | Lengthsman Expenditure | 4,500 | 6,500 | 7,500 | | | | 7,800 | | 8,000 | |
| | 11010 | Lengthsman salary re-allocation | | | 5,230 | | | | 5,587 | | 5,755 | |
| | 84410 | Lengthsman income | | | | 4,500 | 6,500 | 7,500 | | 7,800 | | 8,000 |
| | 4110 | Materials | 2,000 | 2,000 | 2,100 | | | | 3,000 | | 2,300 | |
| | 42041 | Grit bins | 1,000 | 1,000 | 1,050 | | | | 1,100 | | 1,200 | |
| | 21421 | Hanging flowers and planting contractor | 15,000 | 15,000 | 16,000 | | | | 17,000 | | 18,000 | |
| | ? | Defibs | 500 | 500 | 550 | | | | 600 | | 650 | |
| | ? | Water feature | 3,750 | 3,750 | 4,100 | | | | 4,300 | | 4,400 | |
| * | ? | Tree works | 5,000 | 7,000 | 12,500 | | | | 13,000 | | 14,000 | |
| | ? | Biodiversity works | | | 2,000 | | | | 2,100 | | 2,200 | |
| | 31010 | Vehicle and plant hire | 12,000 | 9,500 | 10,700 | | | | 11,050 | | 11,400 | |
| | 23700 | Equipment storage unit | 6,000 | 3,000 | 12,000 | | | | 35,000 | | 36,000 | |
| | ? | Street sweeping contract | 6,000 | 6,000 | 6,150 | | | | 6,400 | | 6,600 | |
| | ? | Cleaning statues | 0 | 0 | 0 | 0 | 0 | 0 | 10,000 | | 7,000 | |
| Market | ? | Market R & M | 1,500 | 1,500 | 1,550 | | | | 1,650 | | 1,710 | |
| | 11010 | Market salary reallocation | 0 | 0 | 5,230 | | | | 5,587 | | 5,755 | |
| | 87100 | Market Rent | | | | 11,000 | 10,000 | 10,000 | | 11,000 | | 11,000 |
| | ? | Allotments contractor | 5,000 | 5,000 | 5,150 | | | | 5,400 | | 5,600 | |
| | 11010 | Allotments salary reallocation | | | 5,230 | | | | 5,587 | | 5,755 | |
| | | Subtotal 2 | 358,700 | 329,150 | 545,274 | 25,500 | 26,500 | 197,500 | 521,013 | 56,800 | 548,063 | 57,000 |

| Cost Centre | Cost Code | Description | Expenditure | | | Income | | | Budget 26-27 | | Budget 27-28 | |
|------------------------|-----------|---|-------------------|-------------------------|------------------|------------------|-------------------------|------------------|-----------------|----------------|-----------------|----------------|
| K300 - Town Hall | | | Budget 24-25 | Projected outturn 24-25 | Budget 25-26 | Budget 24-25 | Projected outturn 24-25 | Budget 25-26 | Est Expenditure | Est Income | Est Expenditure | Est Income |
| | | | | | | | | | | | | |
| Revenue | 11010 | Salary Allocation- Town Hall R & M | 127,717 | 120,000 | 65,378 | | | | 69,840 | | 71,935 | |
| | 11010 | Salary Allocation Income Generation Town Hall | 0 | 0 | 118,727 | | | | 126,829 | | 130,634 | |
| | 11010 | New staff | 62,000 | 55,000 | 0 | | | | | | | |
| | 42010 | Clothing and uniforms | 0 | 0 | 1,000 | | | | 300 | | 500 | |
| | ? | Sinking Fund | 25,000 | | 0 | | | | 15,000 | | 15,000 | |
| | 21010 | R & M | 10,000 | 2,000 | 8,000 | | | | 11,000 | | 12,000 | |
| | 22030 | Electricity | 22,880 | 15,000 | 20,000 | | | | 21,000 | | 22,000 | |
| | 22040 | Gas | 5,210 | 6,000 | 9,000 | | | | 10,500 | | 11,000 | |
| | 24010 | Business rates | 0 | 0 | 38,000 | | | | 42,000 | | 45,000 | |
| | 25030 | Water and Sewage | 13,528 | 13,000 | 15,000 | | | | 16,000 | | 17,500 | |
| | | Waste Disposal | | | 4,000 | | | | 4,400 | | 5,000 | |
| | 75000 | Loan Charges | 163,000 | 100,000 | 150,000 | | | | 150,616 | | 150,616 | |
| | 26020 | Alarms maintenance | 900 | 900 | 3,500 | | | | 3,600 | | 3,750 | |
| | | Lifts maintenance, service, inspections | | | 4,500 | | | | 5,000 | | 5,500 | |
| | | Window Cleaning | | | 2,000 | | | | 2,100 | | 2,200 | |
| | 27040 | Cleaning contract | 0 | | 28,000 | | | | 31,000 | | 32,500 | |
| | 27050 | Hygiene and towel services | 300 | 300 | 3,000 | | | | 3,200 | | 3,400 | |
| | 28010 | Insurance | 0 | 97,000 | 25,000 | | | | 15,000 | | 15,000 | |
| * | 41510 | Water dispenser | 0 | 0 | 1,000 | | | | 1,050 | | 1,100 | |
| | 44440 | SLA Facilities management | 11,500 | 11,500 | 22,000 | | | | 23,000 | | 23,000 | |
| | | Organ maintenance | | | 3,000 | | | | 3,300 | | 3,500 | |
| | 44029 | Organist honorarium | 400 | 400 | 400 | | | | 440 | | 440 | |
| NLHF Project | 21510 | Licenses | 200 | 200 | 500 | | | | 600 | | 650 | |
| | 49010 | Marketing & Design | 2,000 | 2,000 | 7,000 | | | | 7,000 | | 7,000 | |
| * | | Event staff | | | 18,000 | | | | 35,000 | | 36,000 | |
| Transformation project | ? | A Journey through Kidderminster-Expenditure | 249,696 | 130,000 | 119,696 | 249,696 | 130,000 | | 0 | | 0 | |
| | ? | EMR- "Journey Through Kidderminster" Income | | | | | | 119,696 | | 0 | | |
| | 87110 | Registrars rent | | | | 3,000 | 3,000 | 7,500 | | 10,000 | | 10,000 |
| | ? | Re-opening the Town Hall | | | 100,000 | | | 100,000 | 0 | | 0 | |
| | 44075 | Project | 7,507,422 | 7,954,621 | 1,750,044 | | | | 0 | | 0 | |
| | 44076 | Consultant | 45,000 | 45,000 | 0 | | | | 0 | | 0 | |
| | ? | Transformation O/S | 1,530,000 | 0 | 0 | | | | 0 | | 0 | |
| | ? | Podium | 400,000 | 300,000 | 226,118 | | | | 0 | | 0 | |
| | 88200 | PWLB Loan | | | | 1,500,000 | 1,500,000 | 0 | | 0 | | |
| | 84006 | LUF Grant | | | | 6,807,442 | 6,807,442 | 0 | | 0 | | |
| | ? | LUF Additional transfer | | | | 425,000 | 425,000 | 0 | | 0 | | |
| | 44074 | Project support | 80,000 | 50,000 | 10,000 | | | | 0 | 0 | 0 | |
| | 13030 | Recruitment | 8,000 | 5,000 | 0 | | | | 0 | | 0 | |
| | ? | Town Hall income | | | | | | 80,000 | | 140,000 | | 145,000 |
| | ? | EMR - "Town Hall Transformation Project" | | | | | | 1,986,162 | | 0 | | |
| | | Subtotal 3 | 10,264,753 | 8,907,921 | 2,752,863 | 8,985,138 | 8,865,442 | 2,293,358 | 597,774 | 150,000 | 615,224 | 155,000 |

| Cost Centre | Cost Code | Description | Expenditure | | | Income | | | Budget 26-27 | | Budget 27-28 | |
|---|--------------|------------------------------|-------------------|--------------------------------|------------------|------------------|--------------------------------|------------------|--------------------|------------------|------------------|------------------|
| | | | Budget 24-25 | Projected outturn 24- 25 | Budget 25-26 | Budget 24-25 | Projected outturn 24- 25 | Budget 25-26 | Est Expenditure | Est Income | Est Expenditure | Est Income |
| K400 - Civic, Communities & Events | | | | | | | | | | | | |
| Civic | 11010 | Salary Allocation | | | 47,072 | | | | 50,285 | | 51,793 | |
| | 42020 | Mayor and Civic Budget | 10,000 | 10,000 | 10,000 | | | | 10,000 | | 10,000 | |
| * | 13085 | Mayor's allowance | 6,860 | 6,860 | 6,860 | | | | 6,860 | | 6,860 | |
| | 31010 | Mayoral car hire/ travel | 4,000 | 1,000 | 0 | | | | 0 | | 0 | |
| | | Civic Regalia | | 3,500 | 2,500 | | | | 2,700 | | 3,000 | |
| | 12810 | Town Crier | 500 | 500 | 550 | | | | 600 | | 600 | |
| Events | 49130 | Christmas Lights provision | 23,000 | 20,000 | 30,000 | | | | 31,000 | | 32,000 | |
| | 22030 | Christmas Lights Electricity | 600 | 600 | 700 | | | | 800 | | 900 | |
| | 48021 | Christmas Lights Switch on | 2,000 | 2,000 | 3,500 | | | | 3,700 | | 4,000 | |
| | 11010 | Salary Allocation | | | 40,796 | | | | 43,580 | | 44,887 | |
| | 48023 | Remembrance Sunday | 1,000 | 4,000 | 4,500 | | | | 5,200 | | 5,500 | |
| | 48021 | Santa on Tour | 2,000 | 2,000 | 2,000 | | | | 2,100 | | 2,300 | |
| | ? | Flag flying | | | 1,000 | | | | 0 | | 0 | |
| | ? | VE Day 80th Anniversary | | | 2,000 | | | | 0 | | 0 | |
| | ? | Advertising | | | 2,000 | | | | 2,200 | | 2,500 | |
| Community | 48041 | Ward Grants | 9,000 | 9,000 | 9,000 | | | | 9,000 | | 9,000 | |
| | 41545 | Twinning | 500 | 500 | 600 | | | | 600 | | 600 | |
| | 11010 | Salary Allocation | | | 10,461 | | | | 11,174 | | 11,510 | |
| | | Subtotal 4 | 59,460 | 59,960 | 173,539 | 0 | 0 | 0 | 179,799 | 0 | 185,450 | 0 |
| Total Expenditure | | | 11,026,879 | 9,643,641 | 3,730,144 | | | | 1,531,661 | | 1,589,607 | |
| Total KTC income | | | | | | 8,990,638 | 8,916,942 | 135,000 | | 186,800 | | 193,000 |
| From Reserves | ? | | | | | 1,011,525 | | 2,370,858 | | 18,000 | | 18,000 |
| To reserves | ? | | | | | 0 | 0 | 0 | | | | |
| K001- Precept | 54001 | | | | | 1,024,716 | | 1,224,286 | | 1,326,861 | | 1,378,607 |
| | | | Budget 24-25 | Projected outturn 24-25 | Budget 25-26 | Budget 24-25 | Projected outturn 24-25 | Budget 25-26 | Est Expenditure | Est Income | Est Expenditure | Est Income |
| | | | Expenditure | | | Income | | | Budget 26-27 | | Budget 27-28 | |
| % increase in precept | | | | | | | | 19 | | 8 | | 4 |
| Balanced Budget | | | | | | 0 | | 0 | | 36,000 | | 0 |
| | | | | | | | | | | | | |
| Band D per household/annum | | | | | 57.75 | | | 68.95 | 11.20 | | | |
| Band D per household/ week | | | | | 1.11 | | | 1.33 | 0.22 | | | |
| % of Council Tax | | | | | 2.6 | | | 3.0 | | | | |

| | | |
|---------|---------------------|-----------|
| | Budget 25-26 | |
| | Expend | Income |
| Revenue | 1,424,286 | 135,000 |
| Capital | 2,305,858 | 2,370,858 |
| Precept | 0 | 1,224,286 |
| Total | 3,730,144 | 3,730,144 |

Kidderminster Town Council- Finance and Overview Committee

Work Programme for Full Council Meetings for the Municipal Year 2024/25.

Standing Items on each (ordinary meeting) agenda:

1. Apologies
2. Declarations and Dispensations
3. Approval of Minutes of previous meeting
4. Questions/ Petitions from members of the Public
5. Approval of payments
6. Budget monitoring
7. Bank reconciliations for quarter.

Other items of Business

| Meeting Date | Item |
|---------------------|---|
| 13 June 2024 | Terms of Reference |
| | District Heat Network |
| | End of year- AGAR, |
| 10 October 2024 | Public consultation |
| 16 January 2025 | Budget 25/26 |
| | |
| | |
| 9 April 2025 | |
| | |
| | Update on internal audit matters |