

HIGHAM FERRERS TOWN COUNCIL

POLICY AND RESOURCES COMMITTEE

10TH DECEMBER 2024

REPORT: Grant Applications 2025/26

REPORT AUTHOR: Town Clerk, Alicia Schofield

BUSINESS FORWARD PLAN	N/A	
COUNCIL OBJECTIVES	To promote and support local voluntary groups and clubs that seeks to assist residents and visitors to Higham Ferrers	
POLICIES REFERENCED	N/A	
FINANCIAL IMPLICATION	There are no financial implications at this stage	
	There will be financial implications	x
	There is provision within budget	See 2.1.
	Decisions may give rise to additional expenditure	
	Decisions may give rise to potential income	
MEANS OF DELIVERY	Town Clerk	
APPENDICES	Application forms within agenda pack Application supporting documents circulated under separate cover	

1. PURPOSE

- 1.1. To consider grant applications received for 2025/26.

2. BACKGROUND

- 2.1. 5 grant applications have been received from Higham Ferrers based organisations. Council is asked to review the applications and make a recommendation to facilitate the setting of the budget.
- 2.2. 2 grants were agreed for award this financial year 2024/25 as follows:-
Rushden and Higham Ferrers Town Cricket club
 £1400 towards the cost of maintaining the cricket square
Higham Ferrers Tourism, Business and Community Group
 £1880 towards the cost of outside events at Chichele College and entertainment for Santa's Grotto at Christmas Sparkle.

3. GRANT APPLICATIONS FOR CONSIDERATION

3.1. HIGHAM FERRERS TOWN BOWLS CLUB

Purpose grant required: To help maintain the bowling green and club house.

Maintenance contract for the bowling green is £5000 plus VAT pa.

Replacement flood lighting with low energy bulbs £1700 plus VAT.

Grant request: £5000

3.2. FISHING FOR MINDS CIC

Purpose grant required: To run weekly groups and school holiday groups to help cover costs for bait and tackle for each session and lead coach costs.

Grant request: £1500

3.3. **HIGHAM FERRERS TOURISM, BUSINESS AND COMMUNITY PARTNERSHIP**

Purpose grant required: To provide entertainment for visitors at Chichele College and Duchy Barn Gardens.

2 summer evenings of musical entertainment

Children's entertainer at Santa's Grotto for Christmas Sparkle

To provide an opportunity to work in partnership with other community organisations. Steel band at the Chichele Garden Fair

Grant request: £2793

3.4. **HIGHAM FERRERS TOURISM, BUSINESS AND COMMUNITY PARTNERSHIP**

Purpose grant required: Provision and install of real Christmas trees and lights to properties along the High Street and Market Square

Grant request: No amount specified. Project cost estimated at £2712

3.5. **FRIENDS OF ST MARY'S, HIGHAM FERRERS**

Purpose grant required: Arts weekend in St Mary's Church in April 2025 to show case heritage treasures. Initiative to encourage more visitors to the town by providing a diverse range of art related events for all ages and interests. In particular to support the dance workshops and performances with the Junior School and Henry Chichele Primary School

Grant request: £700



HIGHAM FERRERS TOWN COUNCIL

GRANT APPLICATION FORM

Name of Organisation	HIGHAM FERRERS TOWN BOWLS CLUB
Address	VINE HILL DRIVE HIGHAM FERRERS NN10 8EF
Contact Name	SANDRA MANUEL
Position in Organisation	HON. TREASURER
Address if different from above	
Telephone Number	
Email Address	
Website Address	
When was your organisation formed?	1946
What are the organisation aims and objectives?	TO PROVIDE BOWLING FACILITIES TO ITS MEMBERS, TOGETHER WITH BAR AND SOCIAL ACTIVITIES AND IS OPEN TO ALL.
Is your organisation a registered charity? Is yes please give the number.	NO.
Is your organisation part of, or affiliated to any national organisation? If yes, please give details.	AFFILIATED TO BOWLS ENGLAND
What is the catchment area for your organisation?	HIGHAM FERRERS AND A FIVE MILE RADIUS
How many members do you have?	59
How many members live in Higham Ferrers?	27



<p>Describe the project/purpose for which you require a grant? (Use extra paper if required)</p>	<p>TO HELP US TO MAINTAIN THE BOWLING GREEN AND CLUBHOUSE</p> <p>TURFCARE LEISURE SERVICES LTD MAINTENANCE CONTRACT. £5000 + VAT</p> <p>REPLACE FLOODLIGHTING WITH LOW ENERGY BULBS. £1,700 + VAT.</p>
<p>How will the project benefit the community/residents of Higham Ferrers and how do you know there is a need for it? (Use extra paper if required)</p>	<p>TO PROVIDE FIRST CLASS BOWLING FACILITIES</p>
<p>Is your organisation VAT Registered?</p>	<p>YES</p>
<p>Start Date of Project?</p>	<p>ONGOING</p>
<p>Expected End Date</p>	<p>NONE</p>
<p>Estimated Cost of Project. Please give a breakdown.</p>	<p>TURFCARE 5,000</p> <p>ELECTRICAL 1,700</p> <p style="text-align: right;">6,700</p>
<p>Funding of Project. Please indicate how your organisation plans to fund the project.</p> <p>Funds immediately available from your organisation</p> <p>Fund that you intend to raise yourself from events</p> <p>Grants from other sources. Please details</p>	<p>} CURRENT BANK ACCOUNT BALANCE APPROX £8,000</p> <p>.....</p> <p>DOUBLE LAST YEAR IF POSSIBLE WAS £1,500.</p> <p>.....</p> <p>NONE AT PRESENT</p>



Grant Request from Higham Ferrers Town Council £5,000
Please give details of any reserves or savings held by your organisation.	BANK BALANCES - ATTACHED STATEMENTS £1369.58
Have you applied to other organisation for funding for this? If not please give reasons?	NO
Have you received a grant from Higham Ferrers Town Council in the last 3 years? If yes, please give details.	YES, ANNUALLY EXCEPT FOR LAST YEAR, MISSED APPLICATION DUE TO SHORT NOTICE CHANGE OF TREASURER
To assist the Council in processing this application, please give any details you feel may be significant in helping to explain and justify your request for a grant. (Use extra paper if required)	SEE ATTACHED FORM SHEET

If incorrect, inaccurate or misleading information is provided the council may refuse your application. Any fraudulent claims will be refused.

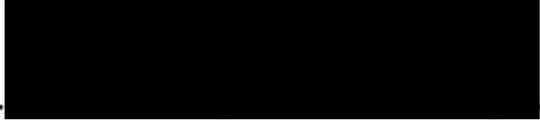
We declare that any grant made will be used solely for the purposes outlined in this application. I understand that Higham Ferrers Town Council reserves the right to claim the grant in any event it not being used for the purpose specified.

We have read, accept and fully understand the grants criteria. (Two officers to sign)



NAME SANDRA MANUEL

Signature on behalf of applicant



Position ..

NAME STEPHEN ALEXIOS CHARLES MANUEL

Signature on behalf of applicant



Position membership Secretary

Date of Signatures 19th October 2024

DOCUMENTS TO SEND WITH YOUR APPLICATION

- A copy of your accounts.
- Copy Bank Statements
- Constitution
- Copies of quotes

CLOSING DATE: 30th October

Return to: -

**Higham Ferrers Town Council
 Town Hall
 Market Square
 Higham Ferrers**

We take the processing of your data seriously and will only hold your personal details for as long as is necessary. We will not share your personal details with any third party unless required to do so by law or if you have expressly permitted us to do so.

A copy of our Privacy Policy is available from www.highamferrers-tc.gov.uk or the Town Council Offices.

To assist Higham Ferrers Council in processing this application.

Last year we lost £1500 and expect the same result this year.

Our aims for the coming year are

- 1) to greatly increase our local membership and*
- 2) to promote regular social events to increase our own fund raising.*

“SPRING” , a Northants charity who help individuals with a long term health issue to improve their health and wellbeing, have recently brought two groups to try bowling and just over twenty of them are becoming social members so they can attend our social events during the winter.

We do not have paid employees and rely totally on volunteers to look after the day to day needs of the green and the clubhouse. Besides Turfcare we pay around £4000 a year for repairs and maintenance, grass cuttings and waste disposal plus insurance and fire safety.

Next year we HAVE to at least break even or make a profit to ensure bowls can continue in Higham Ferrers for years to come, and to ensure the club is used to its maximum by the people of Higham Ferrers.



HIGHAM FERRERS TOWN COUNCIL

GRANT APPLICATION FORM

Name of Organisation	Fishing for minds cic
Address	[REDACTED]
Contact Name	Craig Parkins
Position in Organisation	Director
Address if different from above	
Telephone Number	[REDACTED]
Email Address	Fishingforminds@outlook.com
Website Address	
When was your organisation formed?	August 2023
What are the organisation aims and objectives?	Our objectives are to offer a wellbeing service around fishing, offering coaching to adults and to children.
Is your organisation a registered charity? Is yes please give the number.	No
Is your organisation part of, or affiliated to any national organisation? If yes, please give details.	No
What is the catchment area for your organisation?	Higham and surrounding areas.
How many members do you have?	



How many members live in Higham Ferrers?	
Describe the project/purpose for which you require a grant? <i>(Use extra paper if required)</i>	<p>The project we require funding for is to offer fishing coaching to junior anglers on a weekly basis and during the school holidays.</p> <p>We know that a lot of children struggle with mental health and fishing can help to work as a therapy. We notice that by offering this service it helps to combat anti social behaviour and the juniors who are Fishing respect the surroundings more.</p>
How will the project benefit the community/residents of Higham Ferrers and how do you know there is a need for it? <i>(Use extra paper if required)</i>	<p>The project will benefit Higham by offering activities to children who would not have the opportunity to do this.</p> <p>We have run weekly sessions during the school holidays which we sold out in less than two weeks.</p> <p>Higham Ferrers Riverside angling association where the sessions have been taken place have seen an increase in junior tickets sales.</p> <p>The impact from local residents has gone down really well. Dog walkers and walkers around the lake have been very supportive and have told us what a great job we are doing and how it's nice to see junior fishing.</p> <p>I am also a qualified counsellor at level 3 and hold children's mental health at level 2.</p> <p>We are also on the angling trust get fishing for wellbeing program as an approved partner</p>
Is your organisation VAT Registered?	
Start Date of Project?	March 2025



<p>Expected End Date</p>	<p>November 2025</p>
<p>Estimated Cost of Project. Please give a breakdown.</p>	<p>We are looking to run weekly groups and during school holidays.</p> <p>Our costs for bait and tackle for each session is on average £20 (some times we have breakages in equipment which we put into our costs).</p> <p>We look to charge £200 for a lead coach.</p> <p>We are looking to put on 28 sessions.</p> <p>So a total cost 6,150</p>
<p>Funding of Project. Please indicate how your organisation plans to fund the project. Funds immediately available from your organisation Fund that you intend to raise yourself from events Grants from other sources. Please details Grant Request from Higham Ferrers Town Council</p>	<p>We have secured funding from the police fire and crime commission for £3000 pound to deliver sessions. We will be running some matches to raise funds and also be doing work for mental wellbeing organisations too. We will be putting small costs on for the sessions of around £5. We will be applying for a grant through the angling trust get fishing towards marketing and investing in equipment too.</p> <p>3000 from police fire and crime commission. </p> <p>We are looking for funding between £1000 and £1500 to help deliver sessions to offer at low costs to parents. </p>
<p>Please give details of any reserves or savings held by your organisation.</p>	<p>Just obtained £3000 in funding</p>



<p>Have you applied to other organisation for funding for this? If not please give reasons?</p>	<p>We have applied to police fire and crime commission And to North Northamptonshire Council And in the next few weeks applying to the Angling trust get fishing fund.</p>
<p>Have you received a grant from Higham Ferrers Town Council in the last 3 years? If yes, please give details.</p>	<p>We obtained some funding from mayor's fund which enabled us to put on some low cost sessions during the summer holiday which went down really well.</p>
<p>To assist the Council in processing this application, please give any details you feel may be significant in helping to explain and justify your request for a grant. <i>(Use extra paper if required)</i></p>	<p>We have found that the sessions have gone down really well within the community and has helped with reduced anti social behaviour around the lake and the juniors that have been fishing have been respectful of where they are fishing.</p> <p>We run 60 sessions during the summer holiday and higham ferrers riverside angling association sold 12 junior tickets during that time which was an increase on the 4 junior members previously.</p> <p>By offering this service we are helping to cut down on anti social behaviour, and are helping with early intervention with children's mental wellbeing by offering new skills.</p> <p>Some of the juniors we teach have a really good talent and could have the potential to fish at a higher level which is something we do encourage.</p>

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We declare that any grant made will be used solely for the purposes outlined in this application. I understand that Higham Ferrers Town Council reserves the right to claim the grant in any event it not being used for the purpose specified.

We have read, accept and fully understand the grants criteria. (Two officers to sign)

NAME Craig Parkins

Signature on behalf of applicant

C.J.Parkins

Position Director

NAME.....

Signature on behalf of applicant

Position.....

Date of Signatures.....

DOCUMENTS TO SEND WITH YOUR APPLICATION

A copy of your accounts.

Copy Bank Statements

Constitution

Copies of quotes

CLOSING DATE: 30th October

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.....
Signature on behalf of applicant
.....
Position
.....
Date of signature

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CLOSING DATE: 30th October

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Market Square
Higham Ferrers



HIGHAM FERRERS TOWN COUNCIL

GRANT APPLICATION FORM

Name of Organisation	Higham Ferrers Tourism, Business and Community Partnership Sub-Committee Chichele College Management Group
Address	[REDACTED] Higham Ferrers Northamptonshire [REDACTED]
Contact Name	Elizabeth Barnatt
Position in Organisation	Chair
Address if different from above	
Telephone Number	[REDACTED]
Email Address	[REDACTED]
Website Address	www.highamferrerstourism.org.uk
When was your organisation formed?	2002
What are the organisations aims and objectives?	To promote tourism and regeneration activities in Higham Ferrers and to work in partnership with local community groups and to promote and raise awareness of the town's special history. To protect, conserve and enhance the archaeological, historical and natural history resource presented by the Historic Buildings and Gardens.. To utilise the site of Chichele College and the Duchy Barn Gardens as a place for arts, cultural, heritage and community events.
Is your organisation a registered charity? Is yes please give the number.	No
Is your organisation part of, or affiliated to any national organisation? If yes, please give details.	Yes We manage Chichele College in a partnership agreement with English Heritage



What is the catchment area for your organisation?	Higham Ferrers and visitors from beyond
How many members do you have?	14 members
How many members live in Higham Ferrers?	13
Describe the project/purpose for which you require a grant? <i>(Use extra paper if required)</i>	<p>To provide entertainment for visitors at Chichele College and in the Chichele College and Duchy Barn Gardens:</p> <ul style="list-style-type: none"> • 2 Summer evenings of musical entertainment • Children's entertainer at Santa's Grotto for Christmas Sparkle <p>To provide an opportunity to work in partnership with other community organisations:</p> <ul style="list-style-type: none"> • A steel band to add a special atmosphere and attract a wider, more diverse audience to the Chichele Garden Fair. This is truly a community event run annually in partnership with English Heritage with the involvement and promotion of the Chichele Garden Volunteer Group, Higham Ferrers Archaeological Research Society, the Social Prescription Group and the Gateway Club. Accompanying the Garden Fair is an exhibition of Children's Art from local schools with awards presented by the Mayor for the winning entries and a Wheelbarrow Competition with entries from schools and a range of community organisations.
How will the project benefit the community/residents of Higham Ferrers and how do you know there is a need for it? <i>(Use extra paper if required)</i>	<p>Entertainment at the College will help us to fulfil our stated outcomes as follows:</p> <ul style="list-style-type: none"> • Improve wellbeing and quality of life by enabling access and community involvement • Increase how much people value and understand the importance of the site and offering opportunities for them to play an active part • Develop the potential of the site, its uses and its stories for learning, creativity, and enjoyment • Work in partnership with others to provide access to shared space and building shared identities • To generate sustainable income and contribute to the local economy by playing our part in



	<p>sustainable tourism being mindful of the need to be ecologically responsible</p> <ul style="list-style-type: none"> To attract visitors from the wider community and beyond actively encouraging a more diverse audience. <p>Surveys indicated that those who had visited the site were enchanted by its special atmosphere. However, many were unaware of its existence, and it was clear that the potential of this unique place should be unlocked.</p> <p>From the beginning of our partnership with English Heritage in 2011 it was agreed that Higham Ferrers Tourism would ensure the site of Chichele College would meet the identified wishes of the community, accommodating within the site a designated space for arts, cultural, heritage and community events. Since Covid the potential as a place for wellbeing is even more acknowledged.</p>
Is your organisation VAT Registered?	No
Start Date of Project?	May 2025
Expected End Date	December 2025
Estimated Cost of Project. Please give a breakdown.	<p>1 Summer evening of Music from the Northamptonshire Male Voice Choir £500</p> <p>1 Summer evening of Music artists to be decided £500 (includes travel costs)</p> <p>Chichele Garden Fair – Steel Band – £650 (includes travel costs)</p> <p>Children’s entertainer at Santa’s Grotto for Christmas Sparkle – £250</p> <p>Temporary Entertainment Licenses x 3 = £63.00</p> <p>License to play different artists music £150 + Vat = £180 – we have been informed by English Heritage that legally we now have to provide this.</p> <p>Outside Speakers and lighting - £650 for 2 music evenings – many guests sit outside in the Chichele Garden’s but they cannot hear the music clearly and the light fades later in the evening this equipment greatly enhances the enjoyment and atmosphere for the members of the community attending (estimate is attached)</p>
Funding of Project. Please indicate how your organisation plans to fund the project. Funds immediately available from your organisation	Utilities expenses such as heating, lighting and water are paid by English Heritage.



<p>Fund that you intend to raise yourself from events</p> <p>Grants from other sources. Please details</p> <p>Grant Request from Higham Ferrers Town Council</p>	<p>Higham Ferrers Tourism uses the funds raised at the events held at Chichele College to plant and maintain the garden.</p> <p>£2793</p>
<p>Please give details of any reserves or savings held by your organisation.</p>	<p>Bank statements attached</p>
<p>Have you applied to other organisation for funding for this? If not please give reasons?</p>	<p>No</p> <p>Higham Tourism has recently applied to other organisations for funding related to heritage and educational projects but we also value entertainment as being important in serving the community.</p>
<p>Have you received a grant from Higham Ferrers Town Council in the last 3 years? If yes, please give details.</p>	<p>Yes</p> <p>2024 - £1880</p> <p>2023 - £1,100</p> <p>2022 - £900</p>
<p>To assist the Council in processing this application, please give any details you feel may be significant in helping to explain and justify your request for a grant. <i>(Use extra paper if required)</i></p>	<p>We strive to make visiting Santa's Grotto a memorable experience at an affordable price, especially during the current financial circumstances of many families. This grant is crucial to this aim.</p> <p>The Chichele Garden Fair has become a true community event working in partnership with English Heritage raising money to preserve the Historical buildings and gardens, these buildings are now used by different community groups such as the Gateway Club and the Men's and Women's Social Prescription Groups.</p> <p>Chichele College music events attract new audiences encouraging more to be aware and experience the site for its own purpose as a Scheduled Monument and charming medieval garden.</p> <p>An additional attraction is the neighbouring community facility of the newly developed Duchy Barns and Garden which houses the Saracen's Head and Naafi Van used to provide suitable beverages and refreshments for each event. The gardens are always open.</p>



HIGHAM FERRERS TOWN COUNCIL

GRANT APPLICATION FORM

Name of Organisation	Higham Ferrers Tourism Business and Community Partnership
Address	[REDACTED] Higham Ferrers Northants [REDACTED]
Contact Name	Carol Fitzgerald
Position in Organisation	Chair of Chichele College Management (a subcommittee of Higham Ferrers Tourism)
Address if different from above	
Telephone Number	[REDACTED]
Email Address	[REDACTED]
Website Address	www.highamferrerstourism.org.uk
When was your organisation formed?	2002
What are the organisation aims and objectives?	<ul style="list-style-type: none"> • To promote tourism and regeneration activities in Higham Ferrers • To work in partnership with volunteers, community groups and local businesses to stimulate growth by organising events and coordinating activities in the town • To widely promote and raise awareness of the town's special heritage
Is your organisation a registered charity? Is yes please give the number.	No
Is your organisation part of, or affiliated to any national organisation?	Higham Ferrers Tourism has a partnership agreement with English Heritage who are responsible for Chichele College, a Scheduled



If yes, please give details.	Monument owned by the Duchy of Lancaster. The Chichele College Management team work in close collaboration with English Heritage running the site on a day to day basis, organising events and ensuring awareness of its heritage is raised particularly with local schoolchildren. The Duchy Barns and Garden is gifted by the Duchy of Lancaster as a facility for the community. We also have a positive relationship with All Soul's College in Oxford also founded by Henry Chichele with regard to our educational commitments.
What is the catchment area for your organisation?	The town of Higham Ferrers
How many members do you have?	14
How many members live in Higham Ferrers?	13
Describe the project/purpose for which you require a grant? <i>(Use extra paper if required)</i>	<p>With a desire to promote conservation of the natural environment recognising the issue of climate and need for biodiversity, we have taken the decision to decorate the town with real Christmas trees in readiness for the November Sparkle through the season until the twelfth night of Christmas.</p> <p>These Christmas trees, with lights, are fixed above premises throughout the town by Tourism. The trunks are shaved to fit the sheaths fixed to each building. Adopting a more environmentally friendly approach to decorating the town using real rather than artificial trees, incurs an annual expense since they must be grown and recycled each year. However, the benefits of going green appear obvious with 80% of artificial trees being made in China and the rest largely in the USA this involves shipping and those suitable for exterior use are also coated in plastic.</p> <p>A survey conducted of current users demonstrated almost full support (88%) but there is an economic set back as we do not recoup a profit in future years but merely break even on our material expenses with each tree costing £20 plus VAT annually. In order not to add to our costs it would be helpful to have financial support in the putting up and taking down of these trees and provision of lights to illuminate them. Given the safety aspects of positioning the trees, a contractor with relevant insurance must be employed. We will also donate</p>



	<p>£200 to Cransley Hospice as part of their recycling service which last year involved a local business, John Lee, volunteering their services to remove them.</p> <p>Trialling real trees last year gained much positive feedback and certainly fulfilled our green agenda. We would wish to continue decorating with real trees in the future.</p>
<p>How will the project benefit the community/residents of Higham Ferrers and how do you know there is a need for it? (Use extra paper if required)</p>	<p>The project will ensure the following outcomes</p> <ul style="list-style-type: none"> • Increase and understand the importance of volunteers and offering opportunities for them to play an active role • To support and contribute to the local economy by playing our part in sustainable tourism being mindful of the need to be ecologically responsible • To attract visitors to the town – there is always a need to promote the town, it`s heritage, shops, hostelrys and businesses <p>This project will ensure that the town will be decorated in readiness for the Christmas season, lifting spirits and attracting visitors to the many businesses and places of note. The recent inclusion of the Working Men`s Club is of considerable visual appeal to an architecturally plain building and all other premises are enhanced by their decoration.</p> <p>This project involves a wide range of volunteers to include members of Tourism, Chichele College Management and friends together with users of Chichele College, most notably the social prescription group, SPRING who will be fixing the lights to each individual tree at Chichele College. At the end of the display the lights are carefully removed, packaged and stored in one of the Duchy Barns; a task that takes many hours and needs many hands. SPRING who meet on a weekly basis at Chichele College have a number of issues with physical and mental health and the impact on being involved in community projects is of great value to their sense of wellbeing.</p> <p>All can access and enjoy the results of decorating the town beyond the magnificent display by the Town Council in the Market Square. The approach through the High Street through to College Street and roads to the side being lit with Christmas trees create a special atmosphere and attract customers to business and visitors to the town. Treats that are</p>



	free to residents and visitors are increasingly important in these difficult economic times and we welcome the opportunity to lift spirits of many.
Is your organisation VAT Registered?	No
Start Date of Project?	16 th November 2025
Expected End Date	6 th January 2026
Estimated Cost of Project. Please give a breakdown.	<p>Christmas trees 80 @£17.00 =£1,360 Trunks shaved to fit = £150 VAT now has to be included, Total = £1,812 Payment to contractor to put up/ take down £500 Payment to Cransley Hospice to recycle £200 Replacement of lights contingency £200</p> <p>Total £2,712</p>
<p>Funding of Project. Please indicate how your organisation plans to fund the project.</p> <p>Funds immediately available from your organisation</p> <p>Fund that you intend to raise yourself from events</p> <p>Grants from other sources. Please details</p> <p>Grant Request from Higham Ferrers Town Council</p>	<p>Passing on most of the cost of the tree: £20 each to the business or resident wanting to display a tree £1,812 absorbing some VAT Donation to Cransley Hospice for removal from Chichele College and recycling £200 Preparation with voluntary help and free storage of lights and venue for preparation Payment of contractor £500 </p> <p>Quiz night and the Christmas Celebration Coffee Morning £600.....</p> <p>Yet to be explored </p> <p>.....</p>
Please give details of any reserves or savings held by your organisation.	See statement
Have you applied to other organisation for funding for this? If not please give reasons?	<p>No</p> <p>Very specific to Higham Ferrers and its businesses</p>



<p>Have you received a grant from Higham Ferrers Town Council in the last 3 years? If yes, please give details.</p>	<p>Yes, for entertainment 2024 - £1880 2023 - £1,100 2022 - £900</p>
<p>To assist the Council in processing this application, please give any details you feel may be significant in helping to explain and justify your request for a grant. (Use extra paper if required)</p>	<p>For many years Higham Ferrers Tourism has been proud to provide the Christmas trees in the town. Initially using artificial trees, this venture procured an annual profit. However, after 20 years the trees were looking increasingly worn and with an awareness of global warming and the need to reduce plastic we had no desire to purchase plastic coated and hence, non-biodegradable, artificial trees shipped in from China or North America. The Cransley Hospice tree recycling initiative ensures that the trees are put to good use as mulch and donations support a worthy cause weaving in yet more volunteer support from the town. Initially, volunteers took responsibility to position trees but concern for volunteer welfare and health and safety laws has meant that a professional contractor must climb the ladder to position and take down the trees. However, we appreciate the positive "lift" that decorating the town has in so many ways and would wish to continue this service with necessary financial support.</p>

If incorrect, inaccurate or misleading information is provided the council may refuse your application. Any fraudulent claims will be refused.

We declare that any grant made will be used solely for the purposes outlined in this application. I understand that Higham Ferrers Town Council reserves the right to claim the grant in any event it not being used for the purpose specified.

We have read, accept and fully understand the grants criteria. (Two officers to sign)

NAME *Cara Fitzgerald*

Signature on behalf 

Position *Chair of Childrens College Management Committee*



HIGHAM FERRERS TOWN COUNCIL

GRANT APPLICATION FORM

Name of Organisation	Friends of St. Mary's, Higham Ferrers
Address	<div style="background-color: black; width: 100px; height: 15px; margin-bottom: 5px;"></div> Higham Ferrers <div style="background-color: black; width: 100px; height: 15px; margin-top: 5px;"></div>
Contact Name	Carol Fitzgerald
Position in Organisation	Secretary
Address if different from above	
Telephone Number	<div style="background-color: black; width: 100%; height: 20px;"></div>
Email Address	<div style="background-color: black; width: 100%; height: 20px;"></div>
Website Address	www.friendsstmaryshigham.org.uk
When was your organisation formed?	2013
What are the organisation aims and objectives?	<p>As a secular organisation, the Friends of St. Mary's are intent upon raising awareness of the beautiful medieval architecture at the centre of our historic town. Our Trust Deed states that we <i>"decide for the exterior preservation repair maintenance restoration improvement and ornamentation of the fabric of the Parish Church of St. Mary's together with the Chantry Chapel and the Bede House in order to protect their heritage."</i> Furthermore, as a registered charity, the Friends of St. Mary's play an active part in sharing, researching and educating visitors as to these buildings and the churchyard. Our aim is to promote a unique collection of historically rare buildings (all Grade 1 listed) ensuring that their importance is recognised and can be enjoyed by the whole community and visitors to the town</p>



Is your organisation a registered charity? Is yes please give the number.	Yes 1171908
Is your organisation part of, or affiliated to any national organisation? If yes, please give details.	No
What is the catchment area for your organisation?	The town of Higham Ferrers
How many members do you have?	9 Trustees, 88 members
How many members live in Higham Ferrers?	7 Trustees, 50 members
Describe the project/purpose for which you require a grant? <i>(Use extra paper if required)</i>	The Friends of St. Mary's, Higham Ferrers, are launching an Arts Weekend at St. Mary's Church in April 2025 to showcase our heritage treasures. This initiative serves to encourage more visitors to visit the town by providing a diverse range of art related events for all ages and interests.
How will the project benefit the community/residents of Higham Ferrers and how do you know there is a need for it? <i>(Use extra paper if required)</i>	<p>These buildings mark the medieval centre of Higham Ferrers offering tourists a unique attraction, encouraging visitors to appreciate other facilities the town has to offer boosting trade for local businesses. Preservation of these buildings and improvements to their settings is of general benefit to residents and visitors alike playing a key part in the beautification of the town and sustainable tourism.</p> <p>This weekend long event will attract visitors to the magnificent cathedral like centre of Higham Ferrers allowing diverse communities to socialise, appreciate its history and engage in artistic, cultural and heritage events pertinent to its history.</p>
Is your organisation VAT Registered?	No



Start Date of Project?	Friday 25 th April
Expected End Date	Sunday 27 th April
Estimated Cost of Project. Please give a breakdown.	<p>To support the Dance initiative with schools:</p> <p>Dance Teacher £630 Hire of Church £150 Musician expenses £100 Tudor costume hire for dance performance £200 Printing of boards for schools £ 80</p> <p>Other events:</p> <p>Musical Director of Choir £250 Refreshments for the Choir £100 Garden Speakers expenses £300 Administration £60</p> <p>Total = £1,870</p>
<p>Funding of Project. Please indicate how your organisation plans to fund the project.</p> <p>Funds immediately available from your organisation</p> <p>Fund that you intend to raise yourself from events</p> <p>Grants from other sources. Please details</p> <p>Grant Request from Higham Ferrers Town Council</p>	<p>£600 set aside from Friends of St. Mary's budget</p> <p>Spring Flower Coffee Morning £570</p> <p>£700 to support the Dance workshops and performance with Higham Ferrers Junior school and Henry Chichele school children</p>
Please give details of any reserves or savings held by your organisation.	Current Account
Have you applied to other organisation for funding for this? If not please give reasons?	<p>No</p> <p>Supported by a Councillor Empowerment Fund last year but cannot repeat the following year</p>
Have you received a grant from Higham Ferrers Town Council in the last 3 years? If yes, please give details.	No



<p>To assist the Council in processing this application, please give any details you feel may be significant in helping to explain and justify your request for a grant. <i>(Use extra paper if required)</i></p>	<p>As a venue, the medieval centre of Higham Ferrers is a unique social space providing an opportunity to appreciate the town's medieval roots.</p> <p>The dance workshops in the day and the performance in the evening to be held in the Church will be free to the invited audience of families. This event will bring a new audience with an activity to inspire a love of music and dance in a special setting. The dance will be themed around the Tudor period weaving in the school curriculum of Year 5 pupils.</p> <p>Our second performance on the Saturday night, the Wellingborough Gospel Community Choir will encourage a wider and more ethnically diverse audience. Popularity is guaranteed with many of the choir having reached the final of Britain's Got Talent this year; they have a huge following which includes social media</p> <p>Our final offering focuses on the artistry of Gardens with professional gardeners and authors sharing their passion and knowledge to a paid audience through ticket sales. The Friends of St. Mary's take a great pride in the churchyard and its cultivation. The churchyard is full of spring blooms at the time of the event. It is a space conducive to a sense of wellbeing. The Friends of St. Mary's have recently become the proud recipients of a Gold Award from the Wildlife Trust Churchyard Conservation scheme and winners of the best churchyard in the county for 2024.</p> <p>The whole weekend is dedicated to celebrating a variety of arts and the treasures of our beautiful medieval buildings and their churchyard setting. The outcome is the encouragement of more visitors to the centre of the town who will return to explore further. The town will also serve as a rich resource for the children and their school curriculum with spin off learning activities planned related to the Tudor period.</p> <p>The Church is open daily, and the churchyard and its environs are always free to enjoy. Opportunities are offered to enjoy nature and heritage in addition to offering a place of respite and recreation. Our volunteers are intent upon</p>



	realising this great potential by continuing to serve the community with a rich mix of cultural events.

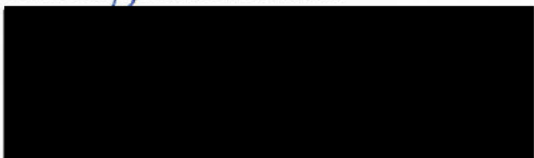
If incorrect, inaccurate or misleading information is provided the council may refuse your application. Any fraudulent claims will be refused.

We declare that any grant made will be used solely for the purposes outlined in this application. I understand that Higham Ferrers Town Council reserves the right to claim the grant in any event it not being used for the purpose specified.

We have read, accept and fully understand the grants criteria. (Two officers to sign)

NAME *Corn Ringwood*

Signature on behalf of applicant



Position *Secretary*

NAME. [Redacted]

Signature on behalf of applicant

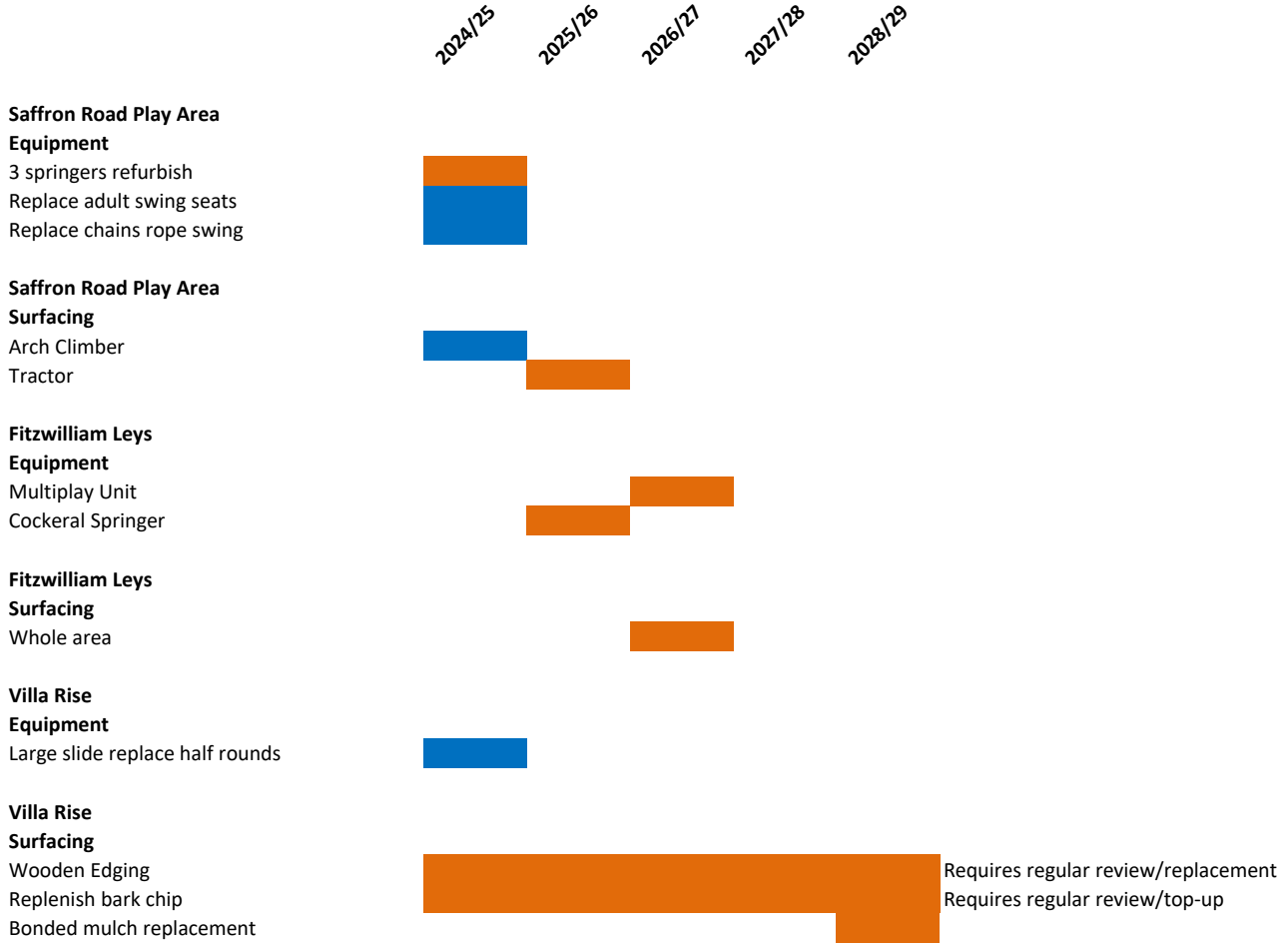
Position..... *CHAIR*

Date of Signatures..... *28 OCT 24*

DOCUMENTS TO SEND WITH YOUR APPLICATION

Maintenance	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28
Town Hall											
Exterior Painting (4 yrs)											
Exterior stonework											
Exterior roof											
Interior Painting Downstairs (3 Yrs)											
Interior Painting Chamber (5 yrs)											
College Street											
Exterior Painting (3 years)								Windows being replaced			
Pavilion											
Interior Painting (3 yrs)											
Exterior Painting (3 yrs)											
Cemetery Chapel											
Exterior paint											
Public Toilets											
Refurbishment											
Play Areas											
Saffron Road - Surfacing											
Saffron Rd Equipment											
Villa Rise - Surfacing											
Villa Rise - Equipment											
Fitzwilliam Leys - Surfacing											
Fitzwilliam Leys - Equipment											
Nightingale Way											
Kestrel Drive											
Timber Trail											
Saffron Road Playing Fields											
Footpaths Resurface											
Castle Fields											
Footpaths resurface											
Tennis Courts/MUGA											
Resurfacing											
Relining											
Skate Park											
End bank regrade (football pitch)											

Maintenance



Higham Ferrers Town Council
 Town Hall Market Square
 NN10 8BT
 United Kingdom

 Client ref: **HIGH004C**
SAVINGS ACCOUNTS STATEMENT

Summary from 29 April 2024 to 04 December 2024

£0.00 Holding account balance <small>(as at 04 December 2024)</small>	£204,953.03 Savings accounts balance <small>(as at 04 December 2024)</small>	£4,328.69 Total interest paid <small>(from 29 April 2024 to 04 December 2024)</small>	£13.71 Total interest unpaid <small>(from 29 April 2024 to 04 December 2024)</small>
------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------

Bank name	Account type	Account status <small>(as at 04 December 2024)</small>	Unpaid interest (1)	Paid interest (2)	Savings accounts balance <small>(as at 04 December 2024)</small>
Allica Bank	Instant access	Active	£4.19	£255.93	£35,365.41
HSBC	Instant access	Active	£0.00	£1,422.46	£86,422.46
Hampshire Trust Bank	Instant access	Active	£9.52	£2,540.82	£83,165.16
The Bank of London	Instant access	Closed	£0.00	£109.48	£0.00

(1) Unpaid interest is indicative and may vary when it is credited to your account. We refer to unpaid interest as 'profit' for Sharia bank accounts.

(2) We refer to paid interest as 'profit' for Sharia bank accounts

POLICY AND RESOURCES COMMITTEE

EARMARKED RESERVES

10th DECEMBER 2024

Report by Town Clerk

PURPOSE

To update on the Earmarked Reserves position.

DETAILS

The following are the Earmarked Reserves held by the council with the sums allocated in this years budget shown in brackets. Any commitments (orders placed) are accounted for with a year-end figure given.

RESERVE	AMOUNT	REASON HELD
Higham Ferrers Improvements	£3566 (£8000) Yr end £11566	This fund was set up a few years ago to fund ad hoc projects that came about with the financial year and to take advantage of short-term grant funds that can become available.
Building/Asset Maintenance	£33524 (£15000) Committed £15844 Yr end £32680	Funds usually added to each year to provide funds for asset replacement or renovation works that are required. It was used this year to pay for wet pour repairs and the replacement windows to 5 & 5A College Street. This also covers unexpected works e.g. Town Hall roof repairs 2 years ago. It also builds up funds for major maintenance works such a resurfacing Saffron Road car park.
New Cemetery	£52000	For many years, the Council were transferring funds on an annual basis toward providing a new cemetery. This fund has not been increased in recent years as the options for land were running out. Some of the funds have been used for works on looking at reuse of plots in the current cemetery.
Insignia	£3031 (£500) Yr end £3531	To build a reserve for future refurbishment of insignia. Chains were all refurbished some years ago. The Mace was quoted at over £2000 at that time. This fund also allows for robe replacements and items for

		the robe such as cleaning and replacement gloves, hats etc.
S106 Maintenance	£357574	Committed sums reserve for maintenance of adopted Public Open Space. Can only be used on these items.
Community Building/Heritage Centre	£319873	Reserves were being built up for the new community building. Further to the decision not to proceed with a new build the funds are now being held to facilitate the renovation of the Pavilion. Longer terms funds can be built up for a possible Heritage Centre.
Public Toilets	£25900 (£10000) Yr end £35900	Handed over when toilets transferred to the Town Council from ENC in 2012. Can only be used to refurbish the toilets.
S106 Offsite Recreation	£89294	Funds handed over as part of new development. Some has been used, but it can only be used for capital items on recreation grounds. Can be used toward replacement community building/pavilion.
Climate & Biodiversity	£11454	This fund was created last year following movement of funds held in the budget. It provides for our biodiversity responsibilities and any climate change initiatives that come from developing action plans and policies.
TOTAL	£896,189 (£33,500)	

General Reserves

These are predicted to be £564,540. The Council should hold between 3 to 12 months of annual budget as general reserves. The current year precept is £500,000 so general reserve is more than adequate. Council may wish to consider moving General reserve into earmarked reserves at year end to increase funds for the pavilion renovation.

POLICY AND RESOURCES COMMITTEE

BUDGETS 2025/26

10th DECEMBER 2024
Report of Town Clerk

PURPOSE

To agree budget and precept figure for 2025/26.

BACKGROUND PAPERS

Attached are the following documents:-

- Detailed budgets by cost centre
- Notes to Budget
- Income and Expenditure as at November 2024
- Balance Sheet as at 30th November 2024 including Earmarked Reserves Balances

BUDGETS 2025/26

The proposed budget is detailed in the attached reports and notes.

PRECEPT

The figures produced show an increase in the precept:-

- To £535,600 from £500,000 (7.12%). The 'Council Tax Base' (CTB) figure for 25/26 has been published as 3012. This means an increase on the Band D figure from £171.47 to £177.82 which is £6.35pa or 12p a week (3.71%)

Details of the proposed precept and precepts for previous years are shown in the table below.

	Precept	Band D	Increase pa	Increase pw	Percentage Increase
2014/15	£227,500	£91.37	14.34	27p	18.61%
2015/16	£250,250	£96.32	4.95	10p	5.4%
2016/17	£290,000	£108.09	11.77	23p	12.2%
2017/18	£340,000	£121.21	13.12	25p	12.1%
2018/19	£365,000	£128.26	7.04	14p	5.8%
2019/20	£420,000	£144.90	16.64	32p	12.97%
2020/21	£440,000	£151.67	6.87	13p	4.74%
20/21/22	£445000	£154.19	1.73.	.04	1.2%
2022/23	£455000	£155.98	£3.46	.07	2.25%
2023/24	£477,000	£163.69	£7.71	15p	4.94%
2024/25	£500,000	£171.47	£7.78	15p	4.75% (Band D)
2025/26	£535,600	£177.82	£6.35	12p	3.71% (Band D)

As a comparison in the table below are the details for the other towns in the former East Northamptonshire District Council area from 2019/20 to present.

	Precept					
	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Higham Ferrers	£420,000	£440,000	£445,000	£455,000	£477,000	£500,000
Raunds	£469,069	£501,070	£511,765	£543,342	£598,699	£642,229
Irthlingborough	£447,209	£480,732	£499,961	£540,559	£554,073	£565,154
Thrapston	£337,143	£371,236	£380,649	£409,928	£434,942	£463,363

Oundle	£459,985	£494,506	£496,983	£521,738	£550,775	£565,043
Rushden	£1,016,224	£1,106,667	£1,139,314	£1,172,924	£1,278,480	£1,355,196

	Band D					
	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Higham Ferrers	£144.90	£151.67	£154.19	£155.98	£163.69	£171.47
Raunds	£151.92	£154.94	£154.92	£160.70	£174.90	£183.55
Irthlingborough	£165.06	£175.04	£182.33	£191.48	£195.44	£200.20
Thrapston	£150.27	£153.21	£152.96	£156.94	£164.75	£174.33
Oundle	£204.29	£219.22	£219.75	£232.09	£243.71	£249.91
Rushden	£103.17	£111.76	£114.69	£117.19	£128.14	£134.99

	Council Tax Base					
	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25
Higham Ferrers	2899	2901	2886	2917	2914	2916
Raunds	3088	3234	3303	3381	3423	3499
Irthlingborough	2708	2746	2742	2823	2835	2823
Thrapston	2244	2423	2488	2612	2640	2658
Oundle	2252	2256	2261	2248	2260	2261
Rushden	9850	9902	9934	9948	9977	10039

Note:

The Town Council receives no central government grant or a share of the business rates, which North Northamptonshire Council does.

	2024/25	2025/26	Increase %	Increase £/yr	Increase £/wk
Precept	£500,000	£535,600	7.12%	£35,600	£684.62
Tax Base	2,916.00	3,012.00	3.29%	-	-
Band A	£114.31	£118.55	3.71%	£4.24	£0.08
Band B	£133.36	£138.31	3.71%	£4.94	£0.10
Band C	£152.42	£158.06	3.71%	£5.65	£0.11
Band D	£171.47	£177.82	3.71%	£6.35	£0.12
Band E	£209.57	£217.34	3.71%	£7.77	£0.15
Band F	£247.68	£256.85	3.71%	£9.18	£0.18
Band G	£285.78	£296.37	3.71%	£10.59	£0.20
Band H	£342.94	£355.64	3.71%	£12.71	£0.24

Annual Budget - By Centre (Actual YTD Month 8)

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
100 Administration											
1076 Precept	477,000	477,000	0	0	500,000	0	500,000	500,000	535,600	0	0
1090 Interest Received	2,500	36,724	0	0	5,000	0	5,000	22,124	8,000	0	0
1900 Miscellaneous Income	2,000	5,291	0	0	0	0	0	540	0	0	0
Total Income	481,500	519,015	0	0	505,000	0	505,000	522,664	543,600	0	0
4000 Salaries	154,000	134,738	0	0	143,100	0	143,100	94,237	151,000	0	0
4050 Bank Charges	500	344	0	0	450	0	450	748	850	0	0
4055 Audit Fees	2,100	1,365	0	0	2,100	0	2,100	2,115	2,300	0	0
4060 Printing	1,700	1,431	0	0	1,500	0	1,500	564	1,400	0	0
4065 Stationery	900	669	0	0	900	0	900	280	700	0	0
4070 Election Expenses	0	0	0	0	0	1,500	1,500	0	5,000	0	0
4075 Travel/Wfh Expenses	350	159	0	0	350	0	350	180	250	0	0
4080 Insurance	6,820	6,990	0	0	7,500	0	7,500	7,541	9,425	0	0
4085 Subscription	5,600	7,126	0	0	6,300	0	6,300	4,093	6,400	0	0
4090 Training	3,000	2,700	0	0	3,250	0	3,250	2,362	3,250	0	0
4095 Postage	350	140	0	0	200	0	200	61	150	0	0
4100 General Establishment	4,000	1,664	0	0	5,500	0	5,500	3,566	5,610	0	0
4105 Consultancy/Rushden East	3,500	2,785	0	0	3,500	0	3,500	279	3,500	0	0
4110 Legal Fees	10,000	2,234	0	0	7,000	0	7,000	0	7,000	0	0
4120 IT	6,000	5,755	0	0	6,800	0	6,800	5,812	7,000	0	0
4160 Advertising & Promotion	250	193	0	0	250	0	250	0	100	0	0
Overhead Expenditure	199,070	168,294	0	0	188,700	1,500	190,200	121,840	203,935	0	0

Annual Budget - By Centre (Actual YTD Month 8)

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
					<u>316,300</u>		<u>314,800</u>	<u>400,824</u>	<u>339,665</u>		
Movement to/(from) Gen Reserve	282,430	350,722									
110 Communication & Information											
1100 Advertising Income	0	250	0	0	0	0	0	0	0	0	0
1500 Grants Received	0	595	0	0	0	0	0	0	0	0	0
Total Income	0	845	0	0	0	0	0	0	0	0	0
4150 Newsletter	6,100	6,043	0	0	6,350	0	6,350	4,522	6,200	0	0
4155 Website/Town App	1,300	400	0	0	1,300	0	1,300	550	1,400	0	0
4160 Advertising & Promotion	2,600	2,569	0	0	2,500	0	2,500	369	1,000	0	0
Overhead Expenditure	10,000	9,012	0	0	10,150	0	10,150	5,441	8,600	0	0
Movement to/(from) Gen Reserve	(10,000)	(8,167)	(10,150)		(10,150)		(10,150)	(5,441)	(8,600)		
200 Cemetery											
1200 Burial Income	11,000	12,890	0	0	10,000	0	10,000	8,325	10,000	0	0
1205 Memorials	1,500	1,535	0	0	1,500	0	1,500	2,595	2,000	0	0
Total Income	12,500	14,425	0	0	11,500	0	11,500	10,920	12,000	0	0
4200 Grounds Maintenance	12,750	8,955	0	0	9,500	0	9,500	4,625	10,000	0	0
4205 Burial Expenditure	8,000	7,031	0	0	6,000	0	6,000	3,043	6,000	0	0
4210 Electricity/Gas - Cem. Chapel	300	77	0	0	300	0	300	152	300	0	0
4215 Maintenance - Cem. Chapel	2,785	2,785	0	0	1,500	0	1,500	0	500	0	0
4220 Rates/Water	2,000	1,314	0	0	1,000	0	1,000	1,125	1,800	0	0
4900 Miscellaneous Costs	0	6	0	0	0	0	0	150	100	0	0

Annual Budget - By Centre (Actual YTD Month 8)

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	Last Year		Current Year				Next Year				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
			0	0	18,300	0	18,300	9,096	18,700	0	0
Overhead Expenditure	25,835	20,168									
200 Net Income over Expenditure	-13,335	-5,743	0	0	-6,800	0	-6,800	1,824	-6,700	0	0
6000 plus Transfer from EMR	0	0	0	0	0	0	0	150	0	0	0
Movement to/(from) Gen Reserve	(13,335)	(5,743)			(6,800)		(6,800)	1,974	(6,700)		
210 Closed Churchyard											
4200 Grounds Maintenance	0	0	0	0	0	0	0	1,648	2,000	0	0
4250 Churchyard Ground Maintenance	2,476	1,637	0	0	1,800	0	1,800	0	0	0	0
4255 Churchyard Other Maintenance	500	6,295	0	0	500	0	500	0	200	0	0
Overhead Expenditure	2,976	7,932	0	0	2,300	0	2,300	1,648	2,200	0	0
6000 plus Transfer from EMR	0	6,795	0	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(2,976)	(1,137)			(2,300)		(2,300)	(1,648)	(2,200)		
220 Parks & Open Spaces											
1300 Tennis Courts Hire	1,000	837	0	0	900	0	900	1,311	1,000	0	0
1305 Football Pitch Hire	850	1,153	0	0	850	0	850	756	850	0	0
1310 Pavilion Hire	750	3,272	0	0	1,000	0	1,000	1,040	750	0	0
1315 Verge Cutting Income	2,180	2,184	0	0	2,184	0	2,184	2,184	2,184	0	0
1320 MUGA Hire	300	300	0	0	300	0	300	300	300	0	0
1325 Wayleaves	750	938	0	0	750	0	750	938	600	0	0
1330 Maintenance Investment Income	4,000	3,680	0	0	3,000	0	3,000	1,825	2,500	0	0
1335 Cricket & Bowls Club Income	820	395	0	0	820	0	820	770	770	0	0
1500 Grants Received	0	2,500	0	0	0	0	0	0	0	0	0

Continued on next page

Annual Budget - By Centre (Actual YTD Month 8)

	Last Year		Current Year				Next Year				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Total Income	10,650	15,259	0	0	9,804	0	9,804	9,124	8,954	0	0
4000 Salaries	18,500	18,453	0	0	20,910	0	20,910	15,775	34,766	0	0
4200 Grounds Maintenance	113,000	90,531	0	0	90,340	0	90,340	39,378	94,000	0	0
4220 Rates/Water	5,000	4,873	0	0	5,000	0	5,000	1,696	2,500	0	0
4270 Nightingale Way PA	500	225	0	0	250	0	250	73	250	0	0
4275 Travel/Vehicle Exp	2,600	1,484	0	0	2,600	0	2,600	2,121	2,650	0	0
4280 Saffron Road Play Area	6,630	7,701	0	0	3,500	0	3,500	9,047	3,500	0	0
4285 Fitzwilliam Leys Play Area	2,000	183	0	0	2,000	0	2,000	498	1,000	0	0
4290 Villa Rise Play Area	1,000	69	0	0	1,000	0	1,000	488	1,000	0	0
4295 Skateboard Park	500	0	0	0	500	0	500	0	500	0	0
4300 Cleaning	2,000	1,860	0	0	2,000	0	2,000	1,110	2,000	0	0
4305 Grants Made	0	0	0	0	1,400	0	1,400	0	6,500	0	0
4310 Electricity/Gas - Pavilion	5,600	5,274	0	0	3,600	0	3,600	2,208	3,350	0	0
4315 Maintenance - Pavilion	3,000	924	0	0	2,000	0	2,000	453	1,000	0	0
4316 Maintenance - Tennis/MUGA	0	0	0	0	0	0	0	0	2,035	0	0
4320 Tree Work	25,000	14,710	0	0	15,000	0	15,000	3,745	18,000	0	0
4325 Materials & Plant	1,000	1,045	0	0	2,000	0	2,000	2,050	2,050	0	0
4330 Waste Management	0	0	0	0	0	0	0	0	800	0	0
4900 Miscellaneous Costs	6,500	6,076	0	0	4,000	0	4,000	13,457	2,500	0	0
Overhead Expenditure	192,830	153,408	0	0	156,100	0	156,100	92,098	178,401	0	0
220 Net Income over Expenditure	-182,180	-138,149	0	0	-146,296	0	-146,296	-82,974	-169,447	0	0
6000 plus Transfer from EMR	0	455	0	0	0	0	0	18,154	0	0	0
Movement to/(from) Gen Reserve	(182,180)	(137,694)			(146,296)		(146,296)	(64,820)	(169,447)		

Continued on next page

Annual Budget - By Centre (Actual YTD Month 8)

	Last Year		Current Year				Next Year				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
230 Car Parks											
1400 Wayleaves	45	105	0	0	45	0	45	45	45	0	0
	Total Income	105	0	0	45	0	45	45	45	0	0
4200 Grounds Maintenance	450	417	0	0	360	0	360	256	450	0	0
4220 Rates/Water	4,250	3,424	0	0	4,250	0	4,250	2,917	3,660	0	0
4225 Electricity - Market Square	700	1,600	0	0	500	0	500	-585	500	0	0
4350 Saffron Road Maintenance	500	0	0	0	500	0	500	30	500	0	0
4355 Market Square Maintenance	300	0	0	0	300	0	300	0	0	0	0
	Overhead Expenditure	6,200	5,441	0	5,910	0	5,910	2,619	5,110	0	0
	Movement to/(from) Gen Reserve	(6,155)	(5,336)	(5,865)			(5,865)	(2,574)	(5,065)		
240 Farmers' Market											
1450 Lettings	4,500	4,745	0	0	4,500	0	4,500	3,578	4,500	0	0
1900 Miscellaneous Income	0	0	0	0	30	0	30	0	0	0	0
	Total Income	4,500	4,745	0	4,530	0	4,530	3,578	4,500	0	0
4000 Salaries	950	990	0	0	1,090	0	1,090	447	1,410	0	0
4160 Advertising & Promotion	1,500	1,035	0	0	1,000	0	1,000	146	500	0	0
4380 Certification/Subscriptions	115	70	0	0	115	0	115	0	0	0	0
4900 Miscellaneous Costs	250	208	0	0	350	0	350	180	400	0	0
	Overhead Expenditure	2,815	2,303	0	2,555	0	2,555	774	2,310	0	0
	Movement to/(from) Gen Reserve	1,685	2,442	1,975			1,975	2,804	2,190		

Annual Budget - By Centre (Actual YTD Month 8)

	Last Year		Current Year				Next Year				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
250 Street Lighting											
4390 Electricity - Street Lights	5,200	5,344	0	0	4,500	0	4,500	2,740	4,250	0	0
4395 Maintenance - Street Lights	800	339	0	0	500	0	500	447	800	0	0
Overhead Expenditure	6,000	5,683	0	0	5,000	0	5,000	3,187	5,050	0	0
Movement to/(from) Gen Reserve	(6,000)	(5,683)			(5,000)		(5,000)	(3,187)	(5,050)		
260 Public Conveniences											
4220 Rates/Water	1,200	2,915	0	0	1,500	0	1,500	597	1,500	0	0
4300 Cleaning	8,000	7,523	0	0	7,500	0	7,500	4,940	7,400	0	0
4410 Electricity/Gas - Public WC	2,700	1,211	0	0	1,391	0	1,391	651	1,200	0	0
4415 Maintenance - Public WC	2,000	229	0	0	1,500	0	1,500	1,848	1,000	0	0
Overhead Expenditure	13,900	11,878	0	0	11,891	0	11,891	8,036	11,100	0	0
Movement to/(from) Gen Reserve	(13,900)	(11,878)			(11,891)		(11,891)	(8,036)	(11,100)		
270 Public Facilities											
4430 CCTV	16,500	16,460	0	0	17,450	0	17,450	12,405	22,000	0	0
4435 Community Transport	16,221	23,220	0	0	20,000	0	20,000	9,714	15,000	0	0
4445 Public Seats	1,000	2,399	0	0	2,500	0	2,500	0	2,500	0	0
4450 Litter Bins	500	0	0	0	500	0	500	0	500	0	0
4451 Grit Bins	500	0	0	0	100	0	100	0	100	0	0
4455 Dog Bins	700	703	0	0	700	0	700	-52	700	0	0
4460 Hanging Baskets	400	187	0	0	500	0	500	105	300	0	0
4465 Public Clock	597	597	0	0	50	0	50	0	806	0	0

Annual Budget - By Centre (Actual YTD Month 8)

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
			0	0	41,800	0	41,800	22,172	41,906	0	0
6000			0	0	0	0	0	0	0	0	0
					<u>(41,800)</u>		<u>(41,800)</u>	<u>(22,172)</u>	<u>(41,906)</u>		
275											
<u>Library and Wellbeing</u>											
1500	0	25,854	0	0	0	0	0	0	0	0	0
1700	0	129	0	0	100	0	100	0	0	0	0
			0	0	100	0	100	0	0	0	0
	Total Income	0 25,983									
41000			2,040	0	12,670	0	14,710	8,339	13,510	0	0
4490	5,000	2,960	2,270	0	2,500	0	4,770	1,425	0	0	0
4491	5,060	2,790	497	0	500	0	997	385	0	0	0
4492	500	3	1,250	0	2,500	0	3,750	603	0	0	0
4493	1,250	0	0	0	3,545	0	3,545	3,253	1,500	0	0
			6,057	0	21,715	0	27,772	14,005	15,010	0	0
	Overhead Expenditure	11,810 5,753									
	Movement to/(from) Gen Reserve	<u>(11,810)</u> 20,230			<u>(21,615)</u>		<u>(27,672)</u>	<u>(14,005)</u>	<u>(15,010)</u>		
280											
<u>Town Hall</u>											
4000	1,200	1,311	0	0	1,360	0	1,360	933	1,410	0	0
4220	3,550	3,422	0	0	3,500	0	3,500	2,941	3,900	0	0
4470	3,400	3,687	0	0	3,000	0	3,000	1,827	3,000	0	0
4475	1,600	2,063	0	0	1,600	0	1,600	1,067	1,600	0	0
4480	6,500	6,520	0	0	4,200	0	4,200	2,310	4,200	0	0
4485	4,000	1,290	0	0	2,500	0	2,500	4,339	2,500	0	0

Annual Budget - By Centre (Actual YTD Month 8)

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
6000			0	0	16,160	0	16,160	13,418	16,610	0	0
	Overhead Expenditure	20,250	18,292								
	plus Transfer from EMR	0	0					1,000	0	0	0
	Movement to/(from) Gen Reserve	<u>(20,250)</u>	<u>(18,292)</u>			<u>(16,160)</u>		<u>(12,418)</u>	<u>(16,610)</u>		
290	<u>Civic</u>										
4000	Salaries	1,150	1,266	0	0	1,040	0	873	1,340	0	0
4500	Mayoral Allowance	1,500	1,321	0	0	1,500	0	319	1,000	0	0
4505	Civic Events	1,000	230	0	0	1,000	0	439	1,000	0	0
4510	Insignia	250	0	0	1,579	250	0	0	250	0	0
4515	Honorary Freedom	0	0	0	-579	579	0	0	0	0	0
4520	Twinning	0	0	0	-1,000	1,500	0	64	150	0	0
	Overhead Expenditure	<u>3,900</u>	<u>2,817</u>			<u>5,869</u>	<u>0</u>	<u>1,695</u>	<u>3,740</u>	<u>0</u>	<u>0</u>
	Movement to/(from) Gen Reserve	<u>(3,900)</u>	<u>(2,817)</u>			<u>(5,869)</u>		<u>(1,695)</u>	<u>(3,740)</u>		
300	<u>Economic & Tourist Dev</u>										
4530	Tourism and Economy	5,000	8,490	0	0	5,000	0	458	8,700	0	0
6000	Overhead Expenditure	<u>5,000</u>	<u>8,490</u>			<u>5,000</u>	<u>0</u>	<u>458</u>	<u>8,700</u>	<u>0</u>	<u>0</u>
	plus Transfer from EMR	0	2,395					0	0	0	0
	Movement to/(from) Gen Reserve	<u>(5,000)</u>	<u>(6,095)</u>			<u>(5,000)</u>		<u>(458)</u>	<u>(8,700)</u>		
310	<u>Events</u>										
1500	Grants Received	0	4,405	0	0	0	0	0	0	0	0
1600	Christmas Sparkle Income	5,000	7,870	0	0	5,000	0	5,740	5,000	0	0
1605	Royal Party Income	0	1,447	0	0	0	0	0	0	0	0

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Annual Budget - By Centre (Actual YTD Month 8)

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	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
1610 Other Event Income	0	0	0	0	1,150	0	1,150	681	0	0	0
Total Income	5,000	13,722	0	0	6,150	0	6,150	6,421	5,000	0	0
4550 Christmas Lighting	8,000	9,530	0	0	8,000	0	8,000	4,468	10,000	0	0
4551 Other Events	1,000	3,550	0	0	6,650	0	6,650	4,432	3,500	0	0
4555 Christmas Sparkle Costs	7,500	7,601	0	0	10,000	0	10,000	6,764	11,000	0	0
4560 Royal Party Costs	5,297	5,297	0	0	0	0	0	0	0	0	0
Overhead Expenditure	21,797	25,978	0	0	24,650	0	24,650	15,664	24,500	0	0
310 Net Income over Expenditure	-16,797	-12,256	0	0	-18,500	0	-18,500	-9,243	-19,500	0	0
46000 plus Transfer from EMR	0	4,665	0	0	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	(16,797)	(7,591)			(18,500)		(18,500)	(9,243)	(19,500)		
320 College Street											
1650 Rental Income	19,500	21,900	0	0	23,125	0	23,125	15,418	23,125	0	0
Total Income	19,500	21,900	0	0	23,125	0	23,125	15,418	23,125	0	0
4605 Maintenance - College Street	3,000	0	0	0	3,000	0	3,000	19,494	5,000	0	0
Overhead Expenditure	3,000	0	0	0	3,000	0	3,000	19,494	5,000	0	0
320 Net Income over Expenditure	16,500	21,900	0	0	20,125	0	20,125	-4,076	18,125	0	0
6000 plus Transfer from EMR	0	0	0	0	0	0	0	18,124	0	0	0
Movement to/(from) Gen Reserve	16,500	21,900			20,125		20,125	14,048	18,125		
340 Projects/Capital Expenditure											

Continued on next page

Annual Budget - By Centre (Actual YTD Month 8)

	Last Year		Current Year				Next Year				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
1500	Grants Received	0	10,163	0	0	0	0	0	0	0	0
	Total Income	0	10,163					5,780			0
4801	Highways and Transport	10,000	8,556	0	0	0	0	0	0	0	0
4805	Pavilion Refurb/Comm Centre	50,000	3,522	0	0	50,000	0	50,000	0	30,000	0
4820	Christmas Decorations	3,000	3,000	0	0	1,500	0	1,500	565	2,000	0
4835	Equipment Replacement	3,000	2,675	0	0	3,000	0	3,000	764	1,500	0
4841	Community Plan	0	0	0	0	5,000	0	5,000	0	1,000	0
4842	Neighbourhood Plan	10,000	4,208	0	0	10,000	0	10,000	1,196	5,000	0
4843	Climate Change	4,200	918	0	0	5,000	0	5,000	116	3,000	0
4844	Riverside Park	10,000	939	0	0	3,000	0	3,000	0	1,500	0
4845	Skate Park	0	0	0	0	0	0	0	0	20,000	0
4846	Community Orchard	0	0	0	0	3,000	0	3,000	0	2,000	0
	Overhead Expenditure	90,200	23,818	0	0	80,500	0	80,500	2,640	66,000	0
	340 Net Income over Expenditure	-90,200	-13,655	0	0	-80,500	0	-80,500	3,140	-66,000	0
6000	plus Transfer from EMR	0	3,256	0	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(90,200)	(10,399)			(80,500)		(80,500)	3,140	(66,000)	
900	Earmarked Reserves										
9320	EMR- Higham Ferrers Improvs	0	0	0	0	8,000	0	8,000	0	0	0
9325	EMR- Building Maintenance	0	0	0	0	15,000	0	15,000	0	0	0
9335	EMR- Insignia	0	0	0	0	500	0	500	0	0	0
9365	EMR- Public Conveniences	0	0	0	0	10,000	0	10,000	0	10,000	0
	Overhead Expenditure	0	0	0	0	33,500	0	33,500	0	10,000	0

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Annual Budget - By Centre (Actual YTD Month 8)

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	Last Year		Current Year				Next Year				
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>			<u>(33,500)</u>		<u>(33,500)</u>	<u>0</u>	<u>(10,000)</u>		
Total Budget Income	533,695	626,163	0	0	560,254	0	560,254	573,949	597,224	0	0
Expenditure	652,001	512,834	6,057	0	633,100	1,500	640,657	334,281	626,872	0	0
Net Income over Expenditure	<u>-118,306</u>	<u>113,329</u>	<u>-6,057</u>	<u>0</u>	<u>-72,846</u>	<u>-1,500</u>	<u>-80,403</u>	<u>239,668</u>	<u>-29,648</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	26,026	0	0	0	0	0	37,428	0	0	0
Movement to/(from) Gen Reserve	<u>(118,306)</u>	<u>139,355</u>			<u>(72,846)</u>		<u>(80,403)</u>	<u>277,096</u>	<u>(29,648)</u>		

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4000	Salaries	100	Administration	Includes NI increase plus 2.5% for annual pay increase and overtime
4050	Bank Charges	100	Administration	Unity bank charges have increased
4055	Audit Fees	100	Administration	NCALC increase to £934.50 plus external
4060	Printing	100	Administration	Slight decrease based on current year spend to date
4065	Stationery	100	Administration	Slight decrease based on current year spend to date
4070	Election Expenses	100	Administration	Scheduled May 2025
4075	Travel/Wfh Expenses	100	Administration	Slight decrease based on current year spend to date
4080	Insurance	100	Administration	LTA expires end of March. Increase of 25%
4085	Subscription	100	Administration	HR advice renewal increase and pear mapping increase
4095	Postage	100	Administration	Reduction as reliance on post is reducing in favour of email
4100	General Establishment	100	Administration	2% increase
4105	Consultancy/Rushden East	100	Administration	Allows for Rushden East SUE PPG
4110	Legal Fees	100	Administration	Provision for GM procurement
4120	IT	100	Administration	Cloudy IT increase per month
4150	Newsletter	110	Communication & Information	Slight reduction based on current year
4160	Advertising & Promotion	110	Communication & Information	Reduction as no longer advertising in the NV News monthly
1205	Memorials	200	Cemetery	Increase based on current year
4200	Grounds Maintenance	200	Cemetery	12% on contract value 24/25
4205	Burial Expenditure	200	Cemetery	GM burial fees plus plot buy back
4210	Electricity/Gas - Cem. Chapel	200	Cemetery	New contracts from 1st Feb 2025
4220	Rates/Water	200	Cemetery	Current rates £1354 plus 2% inflation plus water
4200	Grounds Maintenance	210	Closed Churchyard	12% on contract value 24/25
1310	Pavilion Hire	220	Parks & Open Spaces	Slimming World no longer a regular user
1325	Wayleaves	220	Parks & Open Spaces	Castle Fields wayleaves plus 1 circus hire
1330	Maintenance Investment Income	220	Parks & Open Spaces	Interest rates decreasing
1335	Cricket & Bowls Club Income	220	Parks & Open Spaces	Based on year to date actual
4200	Grounds Maintenance	220	Parks & Open Spaces	12% on contract value 24/25

<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4220	Rates/Water	220	Parks & Open Spaces	Reduction based on actuals for year to date
4305	Grants Made	220	Parks & Open Spaces	As per requests £5000 Bowls, Fishing £1500
4310	Electricity/Gas - Pavilion	220	Parks & Open Spaces	Slight reduction, new contracts from 1st Feb 2025
4315	Maintenance - Pavilion	220	Parks & Open Spaces	Reduction for maintenance as planned renovation 2025/26
4316	Maintenance - Tennis/MUGA	220	Parks & Open Spaces	New code - Smart access and contract pressure washing & moss treatments
4320	Tree Work	220	Parks & Open Spaces	Revised based on current year spend
4330	Waste Management	220	Parks & Open Spaces	New code - Green waste plus commercial general and recycling
4900	Miscellaneous Costs	220	Parks & Open Spaces	Reduction due to new codes which expenditure previously incorporated
4220	Rates/Water	230	Car Parks	Slight reduction based on current year
4225	Electricity - Market Square	230	Car Parks	Invoicing based on estimates so irregular 24/25
4350	Saffron Road Maintenance	230	Car Parks	For minor repairs
4160	Advertising & Promotion	240	Farmers' Market	Reduction based on current year
4380	Certification/Subscriptions	240	Farmers' Market	No longer with FARMA
4900	Miscellaneous Costs	240	Farmers' Market	Brass band at Christmas, birthday cake and competition prizes
4390	Electricity - Street Lights	250	Street Lighting	New contracts from 1st Feb 2025
4395	Maintenance - Street Lights	250	Street Lighting	Increase to allow for minor repairs
4220	Rates/Water	260	Public Conveniences	New smart meter has caused billing issues so 24/25 not correctly reflected presently
4300	Cleaning	260	Public Conveniences	Slight decrease, new contract adjustment
4410	Electricity/Gas - Public WC	260	Public Conveniences	New contract from 1st Feb 2025
4415	Maintenance - Public WC	260	Public Conveniences	Retain as existing - Refurbishment project but this may bring forward annual maintenance plans
4430	CCTV	270	Public Facilities	New contract plus new server and 2 replacement cameras
4435	Community Transport	270	Public Facilities	Decrease to reflect concessionary fares
4445	Public Seats	270	Public Facilities	Provides for 2 replacement seats as part of programme to replace old wooden benches
4455	Dog Bins	270	Public Facilities	Dog bin emptying invoicing queries
4460	Hanging Baskets	270	Public Facilities	Reduction due to change of supplier

Budget Notes

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<u>A/c Code</u>	<u>Description</u>	<u>Centre</u>	<u>Description</u>	<u>Budget Notes</u>
4465	Public Clock	270	Public Facilities	Based on quote for 3 year service plan
4490	Equipment/ Materials	275	Library and Wellbeing	No budget as forecast carry over at year-end from s106
4491	Administration	275	Library and Wellbeing	No budget as forecast carry over at year-end from s106
4492	Wellbeing Services	275	Library and Wellbeing	No budget as forecast carry over at year-end from s106
4493	Volunteers	275	Library and Wellbeing	App and misc volunteer costs
4220	Rates/Water	280	Town Hall	Increase on rates
4470	Telephone & Broadband	280	Town Hall	New contract for broadband bundle with reduced charges, no increase
4480	Electricity/Gas - Town Hall	280	Town Hall	New contract as of 1st Feb 2025
4485	Maintenance - Town Hall	280	Town Hall	Allows for minor repairs and re-pointing of brickwork
4520	Twinning	290	Civic	Allows for small gift
4530	Tourism and Economy	300	Economic & Tourist Dev	Audio App, Business Forum plus Grants to Tourism and Friends of St Marys £6250
4550	Christmas Lighting	310	Events	New contractor?
4551	Other Events	310	Events	Heritage Day, D-Day, Art Week, History Day
4555	Christmas Sparkle Costs	310	Events	Increasing costs, portable toilets, tower lights, traffic management
4605	Maintenance - College Street	320	College Street	Rendering and damp proofing?
4805	Pavilion Refurb/Comm Centre	340	Projects/Capital Expenditure	On project list
4820	Christmas Decorations	340	Projects/Capital Expenditure	New/repair to motif lights
4841	Community Plan	340	Projects/Capital Expenditure	Possible consultation/review
4842	Neighbourhood Plan	340	Projects/Capital Expenditure	Artwork and website assessability
4843	Climate Change	340	Projects/Capital Expenditure	Bee Squared, new initiatives
4844	Riverside Park	340	Projects/Capital Expenditure	Implementation and development of EMP recommendations
4845	Skate Park	340	Projects/Capital Expenditure	New project, Skate Park
4846	Community Orchard	340	Projects/Capital Expenditure	Provision for fencing

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
	<u>Current Assets</u>		
100	Debtors	2,161	
105	VAT Control	8,075	
200	Unity Trust Bank	383,631	
201	Flagstone	204,149	
215	Cambridge Building Society 90	153,978	
225	Nationwide 95 Day Saver	260,302	
250	Petty Cash	50	
260	Cambridge and Counties Bank 31	479,056	
270	Buckinghamshire BS 120 days	102,542	
275	Natwest 95 Day Liquidity	106,453	
	Total Current Assets		1,700,397
	<u>Represented by :-</u>		
300	Current Year Fund	239,668	
310	General Reserve	564,540	
320	EMR- Higham Ferrers Improvs	3,566	
325	EMR- Asset Maintenance/Refurb	33,524	
330	EMR- Cemetery/Allotment	52,000	
335	EMR- Insignia	3,031	
340	EMR- S106 Maintenance	357,547	
350	EMR- Community Bdg/H Centre	319,873	
365	EMR- Public Conveniences	25,900	
380	EMR - S106 Off Site Recreation	89,294	
395	EMR Climate & Biodiversity	11,454	
	Total Equity		1,700,397

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Administration</u>								
1076 Precept	0	500,000	500,000	0			100.0%	
1090 Interest Received	0	22,124	5,000	(17,124)			442.5%	
1900 Miscellaneous Income	21	540	0	(540)			0.0%	
Administration :- Income	<u>21</u>	<u>522,664</u>	<u>505,000</u>	<u>(17,664)</u>			<u>103.5%</u>	<u>0</u>
4000 Salaries	11,229	94,237	143,100	48,863		48,863	65.9%	
4050 Bank Charges	3	748	450	(298)		(298)	166.3%	
4055 Audit Fees	0	2,115	2,100	(15)		(15)	100.7%	
4060 Printing	0	564	1,500	936		936	37.6%	
4065 Stationery	12	280	900	620		620	31.2%	
4070 Election Expenses	0	0	1,500	1,500		1,500	0.0%	
4075 Travel/Wfh Expenses	7	180	350	170		170	51.6%	
4080 Insurance	0	7,541	7,500	(41)		(41)	100.5%	
4085 Subscription	475	4,093	6,300	2,207		2,207	65.0%	
4090 Training	1,240	2,362	3,250	888		888	72.7%	
4095 Postage	8	61	200	139		139	30.5%	
4100 General Establishment	565	3,566	5,500	1,934		1,934	64.8%	
4105 Consultancy/Rushden East	0	279	3,500	3,221	2,975	246	93.0%	
4110 Legal Fees	0	0	7,000	7,000		7,000	0.0%	
4120 IT	362	5,812	6,800	988		988	85.5%	
4160 Advertising & Promotion	0	0	250	250		250	0.0%	
Administration :- Indirect Expenditure	<u>13,902</u>	<u>121,840</u>	<u>190,200</u>	<u>68,360</u>	<u>2,975</u>	<u>65,385</u>	<u>65.6%</u>	<u>0</u>
Net Income over Expenditure	<u>(13,881)</u>	<u>400,824</u>	<u>314,800</u>	<u>(86,024)</u>				
<u>110 Communication & Information</u>								
4150 Newsletter	0	4,522	6,350	1,828		1,828	71.2%	
4155 Website/Town App	0	550	1,300	750		750	42.3%	
4160 Advertising & Promotion	0	369	2,500	2,131		2,131	14.7%	
Communication & Information :- Indirect Expenditure	<u>0</u>	<u>5,441</u>	<u>10,150</u>	<u>4,709</u>	<u>0</u>	<u>4,709</u>	<u>53.6%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(5,441)</u>	<u>(10,150)</u>	<u>(4,709)</u>				
<u>200 Cemetery</u>								
1200 Burial Income	1,665	8,325	10,000	1,675			83.3%	
1205 Memorials	0	2,595	1,500	(1,095)			173.0%	
Cemetery :- Income	<u>1,665</u>	<u>10,920</u>	<u>11,500</u>	<u>580</u>			<u>95.0%</u>	<u>0</u>
4200 Grounds Maintenance	541	4,625	9,500	4,875		4,875	48.7%	
4205 Burial Expenditure	0	3,043	6,000	2,957		2,957	50.7%	
4210 Electricity/Gas - Cem. Chapel	22	152	300	148		148	50.6%	

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4215 Maintenance - Cem. Chapel	0	0	1,500	1,500		1,500	0.0%	
4220 Rates/Water	135	1,125	1,000	(125)		(125)	112.5%	
4900 Miscellaneous Costs	0	150	0	(150)		(150)	0.0%	150
Cemetery :- Indirect Expenditure	698	9,096	18,300	9,204	0	9,204	49.7%	150
Net Income over Expenditure	967	1,824	(6,800)	(8,624)				
6000 plus Transfer from EMR	0	150	0	(150)				
Movement to/(from) Gen Reserve	967	1,974	(6,800)	(8,774)				
210 Closed Churchyard								
4200 Grounds Maintenance	893	1,648	0	(1,648)		(1,648)	0.0%	
4250 Churchyard Ground Maintenance	(559)	0	1,800	1,800		1,800	0.0%	
4255 Churchyard Other Maintenance	0	0	500	500		500	0.0%	
Closed Churchyard :- Indirect Expenditure	333	1,648	2,300	652	0	652	71.6%	0
Net Expenditure	(333)	(1,648)	(2,300)	(652)				
220 Parks & Open Spaces								
1300 Tennis Courts Hire	0	1,311	900	(411)			145.7%	
1305 Football Pitch Hire	96	756	850	94			88.9%	
1310 Pavilion Hire	301	1,040	1,000	(40)			104.0%	
1315 Verge Cutting Income	0	2,184	2,184	0			100.0%	
1320 MUGA Hire	0	300	300	0			100.0%	
1325 Wayleaves	0	938	750	(188)			125.1%	
1330 Maintenance Investment Income	0	1,825	3,000	1,175			60.8%	
1335 Cricket & Bowls Club Income	0	770	820	50			93.9%	
Parks & Open Spaces :- Income	397	9,124	9,804	680			93.1%	0
4000 Salaries	3,467	15,775	20,910	5,135		5,135	75.4%	
4200 Grounds Maintenance	5,436	39,378	90,340	50,962		50,962	43.6%	
4220 Rates/Water	52	1,696	5,000	3,304		3,304	33.9%	
4270 Nightingale Way PA	0	73	250	178		178	29.0%	
4275 Travel/Vehicle Exp	186	2,121	2,600	479		479	81.6%	
4280 Saffron Road Play Area	7,080	9,047	3,500	(5,547)		(5,547)	258.5%	7,080
4285 Fitzwilliam Leys Play Area	0	498	2,000	1,502		1,502	24.9%	
4290 Villa Rise Play Area	0	488	1,000	512		512	48.8%	
4295 Skateboard Park	0	0	500	500		500	0.0%	
4300 Cleaning	159	1,110	2,000	890		890	55.5%	
4305 Grants Made	0	0	1,400	1,400		1,400	0.0%	
4310 Electricity/Gas - Pavilion	271	2,208	3,600	1,392		1,392	61.3%	
4315 Maintenance - Pavilion	0	453	2,000	1,548		1,548	22.6%	

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4320 Tree Work	0	3,745	15,000	11,255	14,969	(3,714)	124.8%	
4325 Materials & Plant	842	2,050	2,000	(50)		(50)	102.5%	
4900 Miscellaneous Costs	1,171	13,457	4,000	(9,457)		(9,457)	336.4%	11,074
Parks & Open Spaces :- Indirect Expenditure	18,663	92,098	156,100	64,002	14,969	49,033	68.6%	18,154
Net Income over Expenditure	(18,266)	(82,974)	(146,296)	(63,322)				
6000 plus Transfer from EMR	10,330	18,154	0	(18,154)				
Movement to/(from) Gen Reserve	(7,936)	(64,820)	(146,296)	(81,476)				
<u>230 Car Parks</u>								
1400 Wayleaves	0	45	45	0			100.0%	
Car Parks :- Income	0	45	45	0			100.0%	0
4200 Grounds Maintenance	56	256	360	104		104	71.2%	
4220 Rates/Water	365	2,917	4,250	1,333		1,333	68.6%	
4225 Electricity - Market Square	14	(585)	500	1,085		1,085	(117.0%)	
4350 Saffron Road Maintenance	0	30	500	470		470	6.0%	
4355 Market Square Maintenance	0	0	300	300		300	0.0%	
Car Parks :- Indirect Expenditure	435	2,619	5,910	3,291	0	3,291	44.3%	0
Net Income over Expenditure	(435)	(2,574)	(5,865)	(3,291)				
<u>240 Farmers' Market</u>								
1450 Lettings	335	3,578	4,500	922			79.5%	
1900 Miscellaneous Income	0	0	30	30			0.0%	
Farmers' Market :- Income	335	3,578	4,530	952			79.0%	0
4000 Salaries	77	447	1,090	643		643	41.0%	
4160 Advertising & Promotion	0	146	1,000	854		854	14.6%	
4380 Certification/Subscriptions	0	0	115	115		115	0.0%	
4900 Miscellaneous Costs	0	180	350	170		170	51.5%	
Farmers' Market :- Indirect Expenditure	77	774	2,555	1,781	0	1,781	30.3%	0
Net Income over Expenditure	258	2,804	1,975	(829)				
<u>250 Street Lighting</u>								
4390 Electricity - Street Lights	436	2,740	4,500	1,760		1,760	60.9%	
4395 Maintenance - Street Lights	0	447	500	53		53	89.4%	
Street Lighting :- Indirect Expenditure	436	3,187	5,000	1,813	0	1,813	63.7%	0
Net Expenditure	(436)	(3,187)	(5,000)	(1,813)				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>260 Public Conveniences</u>								
4220 Rates/Water	0	597	1,500	903		903	39.8%	
4300 Cleaning	605	4,940	7,500	2,560		2,560	65.9%	
4410 Electricity/Gas - Public WC	105	651	1,391	740		740	46.8%	
4415 Maintenance - Public WC	0	1,848	1,500	(348)		(348)	123.2%	
Public Conveniences :- Indirect Expenditure	710	8,036	11,891	3,855	0	3,855	67.6%	0
Net Expenditure	(710)	(8,036)	(11,891)	(3,855)				
<u>270 Public Facilities</u>								
4430 CCTV	0	12,405	17,450	5,045		5,045	71.1%	
4435 Community Transport	1,030	9,714	20,000	10,286		10,286	48.6%	
4445 Public Seats	0	0	2,500	2,500		2,500	0.0%	
4450 Litter Bins	0	0	500	500		500	0.0%	
4451 Grit Bins	0	0	100	100		100	0.0%	
4455 Dog Bins	0	(52)	700	752		752	(7.4%)	
4460 Hanging Baskets	0	105	500	395		395	21.0%	
4465 Public Clock	0	0	50	50		50	0.0%	
Public Facilities :- Indirect Expenditure	1,030	22,172	41,800	19,628	0	19,628	53.0%	0
Net Expenditure	(1,030)	(22,172)	(41,800)	(19,628)				
<u>275 Library and Wellbeing</u>								
1700 Room Hire	0	0	100	100			0.0%	
Library and Wellbeing :- Income	0	0	100	100			0.0%	0
4000 Salaries	1,065	8,339	14,710	6,371		6,371	56.7%	
4490 Equipment/ Materials	120	1,425	4,770	3,345		3,345	29.9%	
4491 Administration	58	385	997	612		612	38.6%	
4492 Wellbeing Services	110	603	3,750	3,147		3,147	16.1%	
4493 Volunteers	2,497	3,253	3,545	292		292	91.8%	
Library and Wellbeing :- Indirect Expenditure	3,851	14,005	27,772	13,767	0	13,767	50.4%	0
Net Income over Expenditure	(3,851)	(14,005)	(27,672)	(13,667)				
<u>280 Town Hall</u>								
4000 Salaries	113	933	1,360	427		427	68.6%	
4220 Rates/Water	357	2,941	3,500	559		559	84.0%	
4470 Telephone & Broadband	250	1,827	3,000	1,173		1,173	60.9%	
4475 Security & Fire Alarm	0	1,067	1,600	533		533	66.7%	
4480 Electricity/Gas - Town Hall	444	2,310	4,200	1,890		1,890	55.0%	

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4485 Maintenance - Town Hall	0	4,339	2,500	(1,839)		(1,839)	173.6%	1,000
Town Hall :- Indirect Expenditure	1,165	13,418	16,160	2,742	0	2,742	83.0%	1,000
Net Expenditure	(1,165)	(13,418)	(16,160)	(2,742)				
6000 plus Transfer from EMR	0	1,000	0	(1,000)				
Movement to/(from) Gen Reserve	(1,165)	(12,418)	(16,160)	(3,742)				
<u>290 Civic</u>								
4000 Salaries	109	873	1,040	167		167	83.9%	
4500 Mayoral Allowance	30	319	1,500	1,181		1,181	21.3%	
4505 Civic Events	0	439	1,000	561		561	43.9%	
4510 Insignia	0	0	1,829	1,829		1,829	0.0%	
4520 Twinning	0	64	500	436		436	12.8%	
Civic :- Indirect Expenditure	139	1,695	5,869	4,174	0	4,174	28.9%	0
Net Expenditure	(139)	(1,695)	(5,869)	(4,174)				
<u>300 Economic & Tourist Dev</u>								
4530 Tourism and Economy	0	458	5,000	4,542		4,542	9.2%	
Economic & Tourist Dev :- Indirect Expenditure	0	458	5,000	4,542	0	4,542	9.2%	0
Net Expenditure	0	(458)	(5,000)	(4,542)				
<u>310 Events</u>								
1600 Christmas Sparkle Income	718	5,740	5,000	(740)			114.8%	
1610 Other Event Income	0	681	1,150	469			59.2%	
Events :- Income	718	6,421	6,150	(271)			104.4%	0
4550 Christmas Lighting	4,468	4,468	8,000	3,532		3,532	55.9%	
4551 Other Events	0	4,432	6,650	2,218		2,218	66.6%	
4555 Christmas Sparkle Costs	4,333	6,764	10,000	3,236	3,205	31	99.7%	
Events :- Indirect Expenditure	8,801	15,664	24,650	8,986	3,205	5,781	76.5%	0
Net Income over Expenditure	(8,084)	(9,243)	(18,500)	(9,257)				
<u>320 College Street</u>								
1650 Rental Income	1,927	15,418	23,125	7,707			66.7%	
College Street :- Income	1,927	15,418	23,125	7,707			66.7%	0
4605 Maintenance - College Street	0	19,494	3,000	(16,494)	15,844	(32,337)	1177.9%	18,124
College Street :- Indirect Expenditure	0	19,494	3,000	(16,494)	15,844	(32,337)	1177.9%	18,124
Net Income over Expenditure	1,927	(4,076)	20,125	24,201				
6000 plus Transfer from EMR	0	18,124	0	(18,124)				
Movement to/(from) Gen Reserve	1,927	14,048	20,125	6,077				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>340 Projects/Capital Expenditure</u>								
1500 Grants Received	0	5,780	0	(5,780)			0.0%	
Projects/Capital Expenditure :- Income	0	5,780	0	(5,780)				0
4805 Pavilion Refurb/Comm Centre	0	0	50,000	50,000	9,350	40,650	18.7%	
4820 Christmas Decorations	0	565	1,500	935		935	37.7%	
4835 Equipment Replacement	0	764	3,000	2,237		2,237	25.4%	
4841 Community Plan	0	0	5,000	5,000		5,000	0.0%	
4842 Neighbourhood Plan	691	1,196	10,000	8,804		8,804	12.0%	
4843 Climate Change	0	116	5,000	4,884		4,884	2.3%	
4844 Riverside Park	0	0	3,000	3,000		3,000	0.0%	
4846 Community Orchard	0	0	3,000	3,000		3,000	0.0%	
Projects/Capital Expenditure :- Indirect Expenditure	691	2,640	80,500	77,860	9,350	68,510	14.9%	0
Net Income over Expenditure	(691)	3,140	(80,500)	(83,640)				
<u>900 Earmarked Reserves</u>								
9320 EMR- Higham Ferrers Improvs	0	0	8,000	8,000		8,000	0.0%	
9325 EMR- Building Maintenance	0	0	15,000	15,000		15,000	0.0%	
9335 EMR- Insignia	0	0	500	500		500	0.0%	
9365 EMR- Public Conveniences	0	0	10,000	10,000		10,000	0.0%	
Earmarked Reserves :- Indirect Expenditure	0	0	33,500	33,500	0	33,500	0.0%	0
Net Expenditure	0	0	(33,500)	(33,500)				
Grand Totals:- Income	5,062	573,949	560,254	(13,695)			102.4%	
Expenditure	50,930	334,281	640,657	306,376	46,343	260,033	59.4%	
Net Income over Expenditure	(45,868)	239,668	(80,403)	(320,071)				
plus Transfer from EMR	10,330	37,428	0	(37,428)				
Movement to/(from) Gen Reserve	(35,538)	277,096	(80,403)	(357,499)				

MINUTES OF A MEETING OF THE POLICY AND RESOURCES COMMITTEE
HELD ON TUESDAY 8th OCTOBER 2024 AT 7.30PM AT THE TOWN HALL,
MARKET SQUARE, HIGHAM FERRERS.

PRESENT:

Cllr Mrs P H Whiting
 Cllr Mrs C Reavey
 Cllr B Prigmore
 Cllr H L Jackson (substitute)
 Cllr S Prosser
 Miss Alicia Schofield (Town Clerk)

1. **APOLOGIES**
Cllr V Paul, Cllr A M T Reading.
2. **DECLARATIONS OF INTEREST**
None.
3. **MINUTES**
RESOLVED:
That the minutes of the meeting of the Policy and Resources Committee held on the 13th August 2024 be signed by the Chairman as being a true and correct record.
4. **PUBLIC FORUM**
None.
5. **REVIEW OF POLICIES**
RESOLVED TO RECOMMEND:
 - 5.1. That the following policies be reviewed without change:-
Complaints Procedure
Unreasonable Complaint Behaviour
Whistleblowing Policy
Vehicle Policy
 - 5.2. **Social Media Policy**
That the Social Media Policy be approved with amendment whereby all references to 'Twitter' become 'X formerly known as Twitter'.
 - 5.3. **Tree Management and Planting Policy**
That the Tree Management and Planting Policy be approved with amendment whereby all references to 'surveys' become 'inspections' within the section 'Tree Planting' to give commonality of wording throughout the document.
6. **FLAGSTONE CASH DEPOSIT PLATFORM**
RESOLVED:
 - 6.1. That the Flagstone account reconciliations for 31st August and 30th September 2024 be signed by the Chairman after being checked by Cllr Mrs P H Whiting
 - 6.2. That the performance reports of the Flagstone cash deposit platform be received and noted.
7. **WASTE COLLECTION CONTRACTING ARRANGEMENT**
The Clerk had sought clarification regarding the retention quote received and the quoted price for the mixed waste recycling. The response was not available at the meeting.
RESOLVED:
 - 7.1. That, further to clarification following query of the retention quote, the Clerk be delegated to retain the current contractor for a fortnightly 660 litre general waste bin service at a cost

of £12.95 per lift, or if price favourable, to appoint a new contractor.

- 7.2. That, in line with 7.1, an extension is made to the appointed contracted waste collection arrangements to incorporate a fortnightly mixed waste recycling 660 litre bin service. That waste collection arrangements be reviewed by council in 3 years.

8. **CCTV PROVISION**

In addition to the agenda report presented the Clerk provided an update received from NNC on their wider review of CCTV provision across their unitary area. Any option to the council to come into new NNC arrangements was indicated as being some way off and council thus acknowledged they should continue with their own contracting provision.

RESOLVED:

To facilitate consideration of the specification for a contract for CCTV provision from 1st April 2025, the Clerk is to arrange a visit to the control room and also ascertain the condition of the current camera systems.

9. **BUDGET REVIEW**

RESOLVED:

That the budget for 2024/25 be reviewed without change.

10. **ITEMS TO REPORT**

None.

11. **DATE OF NEXT MEETING**

10th December 2024