



Buckingham Town Council

Town Council Office, Buckingham Centre,
Verney Close, Buckingham, MK18 1JP
01280 816426

office@buckingham-tc.gov.uk

Town Clerk: Claire Molyneux

Wednesday, 19 June 2024

Councillor,

You are summoned to a meeting of the Resources Committee of Buckingham Town Council to be held on Monday 24th June 2024, following the Staffing Committee meeting at 7pm in the Council Chamber, Cornwalls Meadow, Buckingham.

Please note that the meeting will be preceded by a Public Session in accordance with Standing Orders 3.e and 3.f, which will last for a maximum of 15 minutes. Members of the public can attend the meeting in person. If you would like to address the meeting virtually, please email committeeclerk@buckingham-tc.gov.uk or call 01280 816426 for details.

The meeting can be watched live on the Town Council's YouTube channel here:

<https://www.youtube.com/channel/UC89BUTwVpAOEIdSlfcZC9Q/>

Claire Molyneux
Town Clerk

AGENDA

1. Election of Chair

To elect a Chair of the Resources Committee for 2024-2025.

2. Apologies for absence

Members are asked to receive apologies for absence.

3. Election of Vice Chair

To elect a Vice Chair of the Resources Committee for 2024-2025.

4. Declarations of interest

To receive declarations of any personal or prejudicial interest under consideration on this agenda in accordance with the Localism Act 2011 Sections 26-34 & Schedule 4.

5. Minutes of the last meeting

To agree the minutes of the Resources Committee meeting held on 29th April 2024.

[Copy previously circulated](#)



Twinned with Mouvaux, France; Neukirchen-Vluyn, Germany

Members are reminded when making decisions that the Public Sector Equality Duty 2010 requires Members to have due regard to the need to: Eliminate unlawful discrimination, harassment and victimisation and other conduct that is prohibited by the Act, advance equality of opportunity between people who share a characteristic and those who don't, and to foster good relations between people who share a characteristic and those who don't. All Committee documents can be found on the Buckingham Town Council's website. Alternatively, the Clerk can send you a copy of any minutes, reports, or other information. To do this, send a request using the contact details set out above.

6. Terms of Reference

To note the Terms of Reference for the Resources Committee, as agreed by Full Council.

[Appendix A](#)

7. EMR Report

To receive a report from the Assistant RFO.

[R/33/24](#)
[Appendix B](#)

8. Budgets

To receive and agree the budget reports:

8.1 Detailed Income and Expenditure report and summary of budget variances.

8.2 Purchase Ledger from April, May and June 2024.

[Appendix C](#)
[Appendix D](#)

9. Fund transfers

To note there have been no fund transfers.

10. Payment authorisation

To note that a payment of £264 was authorised by the Deputy Town Clerk, in the absence of the Town Clerk, to Bucks Recycling for the Buckingham Live event.

11. Quarterly banking reconciliations

To note that the first quarter is not complete until 30/06/24

12. Action Report

To review and discuss the Action Report.

[Appendix E](#)

13. Chair's announcements

14. Date of next meeting: Monday 2nd September 2024

COMMITTEE IN PRIVATE SESSION
Exclusion of public and press

RECOMMENDED In terms of Schedule 12A, Local Government Act 1972, the following items will be likely to disclose exempt information relating to establishment and contractual matters and it is, therefore, **RECOMMENDED** that pursuant to the provisions of the Public Bodies (Admissions to Meetings) Act 1960 the public and press be excluded.

15. Debtors list

To receive the current list of debtors over 3 months old.

[Appendix F](#)

16. Payment endorsements

To note payment endorsement sheets 1 to 6.

[Appendix G](#)

To:

Cllr. G. Collins

Cllr. F. Davies

Cllr. J. Harvey

Cllr. A. Mahi

Cllr. H. Mordue Vice Chair

Cllr. J. Mordue

Cllr. L. O'Donoghue Chair

Cllr. A. Osibogun


Cllr. A. Ralph

Cllr. A. Schaefer Town Mayor

Cllr. R. Stuchbury

Cllr. M. Try

Cllr. R. Willett

	<p>Buckingham Town Council</p> <p>Terms of Reference</p>	<p>Date agreed: 13/05/2024 Minute number: 17/24.2.2 Prepared by: Claire Molyneux Version: 3</p>
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1. The Committee shall be known as the **RESOURCES COMMITTEE**.

Membership

2. Membership of the committee is open to any Councillor who wishes to be a member.
 - 2.1 Councillors who are not Members of the Committee may attend the meeting, but they may not vote on a decision.
3. The Committee shall be subject to a quorum of 3 or one third of its membership, whichever is greater.

Chair/Chairman

4. The Committee shall elect a Chair at the first meeting after the Annual Town Council Meeting. The Chair's period of office is for one year.
5. The Committee shall elect a Vice-Chair at the first meeting after the Annual Town Council Meeting. The Vice-Chair's period of office is for one year.
6. The Chair if present shall Chair the Committee meeting.

Conduct of the Meeting

7. All meetings of the Resources Committee shall be convened in accordance with the Town Council's standing orders and current legislation.

Area of Operations

8. The Committee shall be responsible for and have the authority for (unless stated elsewhere) the following aspects of the Town Council's functions:
 - Finance
 - Personnel
 - Policy
 - Grants
 - Civic matters
 - Communications
 - Office accommodation

Powers and responsibilities

9. In addition to the areas of operation above the Resources Committee has the following responsibilities:

Finance

- 9.1 To advise the Council on the budget proposals of all Committees and the level of the precept to be levied each year.
- 9.2 To review the long-term financial strategy of the Council with a view to advising the Council on funding for significant projects.
- 9.3 To be responsible for all aspects of the financial administration of the Council including:
- arrangements for preparation of the accounts
 - appointment of an independent internal auditor
 - preparation of, and compliance with, the Council's Financial Regulations
 - maintenance of adequate systems of internal control and internal audit throughout the year
 - control and monitoring of the approved budget throughout the year
 - considering and recommending to Council approval of annual financial reports, together with evidence of adequate systems of internal control and internal audit throughout the year, for presentation for external audit
 - develop and keep under review the Council's Financial Plan and Investment Strategy
- 9.4 To undertake within the overall policies and approved budgets of the Council the following duties and functions:
- have a strategic overview of fees and charges for services provided by the Council as determined by each committee
 - determine subscriptions to be paid by the Council
 - determine the need for and, if necessary, recommend to Council the taking out of loans
- 9.5 To advise the Council on the level of allowances to be payable to Councillors.
- 9.6 To make recommendations to Council in relation to internal policy development based on legislation.
- 9.7 To review the long-term financial strategy of the Council with a view to advising the Council on funding for significant projects.
- 9.8 Ensure adequate insurance of all the Council's property and liabilities.
- 9.9 Oversee the Community Grant process.

- 9.10 Advise the Council on responses to be made to the structure of Local Government.
- 9.11 Make representation to Buckinghamshire Council on their corporate plan and policies when they are likely to or do affect Buckingham.

Personnel

- 9.12 To monitor all matters affecting the promotion, salary and conditions of service of all staff and office holders of the Council (unless stated elsewhere).
- 9.13 To meet as required to discuss and investigate any personnel requirements.
- 9.14 To oversee Officer and Member training and development.
- 9.15 To meet as required by the Council for staff reviews.
- 9.16 To review and agree the policies and procedures regarding personnel.

Civic Matters

Oversee Civic matters including the town crier, mace bearer or any other civic positions.

- 9.17 Be responsible for all Civic Affairs including Civic protocols

General Purpose

- 10. To be responsible for advising the Council on Standing Orders in respect to the conduct of meetings, Code of Conduct for members and all similar documentation relating to the overall administration of the Council's affairs.
 - 10.1. To consider, advise, delegate and make recommendation on any item of the Council's business and responsibilities not otherwise allocated to a committee.
 - 10.2. Oversee the ongoing development of ICT facilities for the Council including the Council's website.
 - 10.3. Oversee the production of the Newsletter.
 - 10.4. Oversee the production of the Annual Report.
 - 10.5. To provide and publish an annual report of the Council's finances both current and budgeted, and also reports from each of the Committee Chair and the Mayor.

Further Information

11. The Committee has authority to proceed with all items within its budget but must refer to Full Council when non-budgeted expenditure is anticipated.
12. The Committee shall appoint sub-committees and working groups to undertake work within its remit, as and when it is deemed necessary and shall set out Terms of References for those bodies.
13. The Committee shall undertake reviews of Terms of Reference as and when appropriate for sub-committees and working groups under its remit and should make recommendations to Full Council regarding its own Terms of Reference.

Buckingham Town Council
Interim Full Council
Monday 24th June 2024

Contact Officer: Jodie Baughan – Finance Officer

EAR MARKED RESERVE ACCOUNTING REPORTS

1. Recommendations

- 1.1. It is recommended that Members note the change in the administration and reporting of the Ear Marked Reserves (EMRs)

2. Background

- 2.1. Buckingham Town Council (BTC) has always recorded any EMRs in the “budget” section of the accounts.
- 2.2. Although this is not incorrect the software has evolved, and this approach is no longer compatible with many features.
- 2.3. We have been strongly advised, by our internal auditor, that we should begin to use the EMR feature of our software, as most other councils are now doing.
- 2.4. In reality there are no major changes, the only difference will be in how the EMR’s will appear on the EMR list and the Income and Expenditure reports that you receive for most committee meetings.
- 2.5. A selection of reports showing how the new EMRs will appear from now on are attached and annotated for your information.

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Earmarked Reserves (NEW LOOK REPORT)

	Account Opening Balance	Net Transfers	Closing Balance	EXPLANATION
320 EARMARKED RESERVES	321,140.00	-321,140.00	0.00	The remaining EMR figure in the accounts from 23/24 split between the new individual codes agreed for 24/25
325 EMR YOUTH COUNCIL	0.00	2,015.00	2,015.00	
326 EMR CEMETERY DEVELOPMENT	0.00	81,821.00	81,821.00	
327 EMR LEGAL COSTS	0.00	530.17	530.17	This EMR value was £6871 but £6340.83 has been spent leaving this balance of £530.17 to spend.
328 EMR FLOOD RELIEF FUND	0.00	826.00	826.00	
329 EMR WAR MEMORIAL	0.00	2,000.00	2,000.00	
330 EMR CHRISTMAS LIGHTS	0.00	2,171.00	2,171.00	
331 EMR TOWN IN BLOOM	0.00	1,000.00	1,000.00	
332 EMR CHARTER FAIRS	0.00	5,141.00	5,141.00	
333 EMR PLAY AREA REPLACEMENT	0.00	57,932.00	57,932.00	
334 EMR TOURISM LEAFLETS	0.00	883.00	883.00	
335 EMR GREEN SPACES DEVELOPMENT	0.00	8,916.00	8,916.00	
336 EMR NEIGHBOURHOOD PLAN	0.00	7,661.00	7,661.00	
337 EMR BRIDGE REPAIRS	0.00	44,640.00	44,640.00	
338 EMR OFFICE DEVELOPMENT / FURNI	0.00	156.00	156.00	
339 EMR DEPOT EQUIPMENT	0.00	7,850.00	7,850.00	
340 EMR AEDS	0.00	850.00	850.00	
341 EMR LHSCC REPAIRS & MAINT	0.00	25,000.00	25,000.00	
342 EMR CEMETERY LODGE REPAIRS	0.00	7,840.00	7,840.00	
343 EMR BOWLS PAVILION REPAIRS	0.00	2,493.00	2,493.00	
344 EMR MAKING GOOD/BOUNDARY REP	0.00	45,000.00	45,000.00	
345 EMR EMERGENCY GRANTS	0.00	3,000.00	3,000.00	
346 EMR TWINNING	0.00	2,483.00	2,483.00	
348 EMR SCULPTURE TRAIL	0.00	800.00	800.00	
349 EMR TRAINING	0.00	8,953.00	8,953.00	
350 EMR COMPUTERS & SOFTWARE	0.00	5,633.00	5,633.00	
351 EMR RATES	0.00	1,706.00	1,706.00	
352 EMR ACCESSIBILITY	0.00	2,513.00	2,513.00	
353 EMR WILDLIFE CONSERVATION VOLU	0.00	1,461.00	1,461.00	
354 EMR MACHINERY REPLACE & REPAIR	0.00	9,949.00	9,949.00	
355 EMR BUILDINGS REPLACE & REPAIR	0.00	6,500.00	6,500.00	
356 EMR RESOURCING RESERVE	0.00	38,466.00	38,466.00	
357 EMR VEHICLE REPLACEMENT & REPA	0.00	3,445.00	3,445.00	
358 EMR STAFFING COSTS	0.00	4,169.00	4,169.00	
	321,140.00	72,663.17	393,803.17	Once an EMR has been spent it will not show up on this report. For example, EMR number 359 Memorial Testing for £2000.00 has been spent and therefore does not appear. If you have a specific EMR query from the agenda reports then please email and I can check before the meeting

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	
253 Cemeteries INCOME								
1041 Burial fees	2,456	29,400	26,944			8.4%		← This new header will appear on all reports
253 Cemeteries EXPENDITURE								
4225 Rates	2,421	2,349	(72)		(72)	103.1%		← This is how a normal overspend will show
4265 New cemetery maintenance	0	7,000	7,000	3,500	3,500	50.0%		
4601 Repairs & maintenance fund	730	5,825	5,095	205	4,890	16.0%		
4602 Electricity	0	1,000	1,000		1,000	0.0%		
4617 Memorial testing	4,770	4,330	(440)		(440)	110.2%	2,000	← If an EMR is used against a purchase from this expenditure code, then it will show the amount used from the EMR in these columns
4619 Cemeteries Development	89,531	106,415	16,884	35,000	(18,116)	117.0%	87,000	← EMR amounts are NOT added to the annual budget column, they are added to the YTD spend. This will result in the budget percentage appearing to be overspent. The EMR figure used MUST be deducted to show the true expenditure in each expenditure code where an EMR has been used.
4620 Expenses for burial duties	0	5,785	5,785		5,785	0.0%		
Cemeteries :- Indirect Expenditure	97,451	132,704	35,253	38,705	(3,452)	102.6%	89,000	← Total EMR spend for this cost code (253)
Net Income over Expenditure								
	(94,995)	(103,304)	(8,309)					
6002 plus Transfer from EMR	89,000							← This total shows the amount of funding transferred in from EMR's for this particular cost centre (253)
Movement to/(from) Gen Reserve								
	(5,995)							← This is the total YTD figure less any EMR spend

FOR REPORTING PURPOSES ONLY

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Detailed Income & Expenditure by Budget Heading 30/06/2024

Month No: 3

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	EXPLANATION
<u>RESOURCES</u>								
<u>101 Personnel Costs EXPENDITURE</u>								
4000 Salaries Admin	38,475	216,104	177,629		177,629	17.8%		
4005 ERS National Insurance	3,845	23,419	19,574		19,574	16.4%		
4006 ERS Pension Contributions	9,119	54,412	45,293		45,293	16.8%		
4007 Staff travel	26	550	524		524	4.8%		
4008 Occupational Health	0	1,369	1,369		1,369	0.0%		
4025 HR advice	3,482	5,295	1,813		1,813	65.8%		
4026 Staff & Recruitment	108	200	92		92	54.0%		
<u>102 Office Expenses INCOME</u>								
1010 Chamber hire	421	850	429			49.6%		
1012 Photocopier use	0	8	8			0.0%		
<u>102 Office Expenses EXPENDITURE</u>								
4010 Stationery	181	3,020	2,839	116	2,723	9.8%		
4011 Postage	0	300	300		300	0.0%		
4012 Photocopier	139	2,500	2,361		2,361	5.6%		
4013 Equipment purchase	1,058	2,226	1,168		1,168	47.5%		
4017 Subscriptions	2,823	4,675	1,852	25	1,827	60.9%		
4018 Telephones	1,868	10,000	8,132		8,132	18.7%		
4019 Hire of Community Hall	185	325	140		140	56.9%		
4021 Hospitality	56	425	369		369	13.2%		
4023 Training	3,720	11,250	7,530	1,250	6,280	44.2%	3,125	
4027 Software	4,966	17,700	12,734		12,734	28.1%		
4030 Payroll	545	2,070	1,525		1,525	26.3%		
4032 Publicity and newsletter	0	6,773	6,773	500	6,273	7.4%		
4038 Computer equipment	497	4,000	3,503		3,503	12.4%		
4041 Website	757	4,000	3,243		3,243	18.9%		
4043 Protective clothing	0	2,000	2,000		2,000	0.0%		
4052 Heat, light, power	47	3,222	3,175		3,175	1.4%		
4156 Buckingham Centre rent	0	17,000	17,000		17,000	0.0%		
4267 Buckingham centre rates	2,794	4,500	1,706		1,706	62.1%		

<u>103 Councillors EXPENDITURE</u>								
	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	EXPLANATION
4020	Mayor's duties	0	2,090	2,090		2,090	0.0%	
4029	Mayor's civic	330	1,801	1,471	40	1,431	20.5%	
<u>104 Legal requirements INCOME</u>								
1098	Insurance Claims Income	365	0	(365)			0.0%	
<u>104 Legal requirements EXPENDITURE</u>								
4014	Audit fees	(5)	4,000	4,005		4,005	(0.1%)	
4016	Legal costs	9,276	4,000	(5,276)		(5,276)	231.9%	6,341
4022	Insurance	19,445	21,500	2,055		2,055	90.4%	No overspend, see EMR reporting explanations report
<u>120 Long-term grants EXPENDITURE</u>								
4040	Four Year Grants Awarded	16,872	22,442	5,570		5,570	75.2%	
4080	Annual Grants Awarded	9,313	9,315	2		2	100.0%	
<u>125 Commemorative items EXPENDITURE</u>								
4501	Civic award	270	800	530		530	33.8%	
4504	Remembrance wreath	0	65	65		65	0.0%	
4505	Mayor's salver	0	140	140		140	0.0%	
<u>130 Admin reserves INCOME</u>								
1176	Precept	615,240	123,0480	(492,192)			500.0%	
1190	Interest received	7,212	12,000	4,788			60.1%	
<u>132 Future planning / contingencies EXPENDITURE</u>								
4500	Future planning / contingencies	0	13,000	13,000		13,000	0.0%	
<u>304 Youth Council EXPENDITURE</u>								
4238	Youth Council admin	0	110	110		110	0.0%	

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EM	EXPLANATION
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ENVIRONMENT201 Environment EXPENDITURE

3995	NI Environment	3,541	22,249	18,708		18,708	15.9%	
3996	Pensions ERS Environment	9,217	61,577	52,360		52,360	15.0%	
4004	Salaries environment	38,892	250,670	211,778		211,778	15.5%	

202 Roundabouts INCOME

1051	Roundabout no. 1	2,805	2,805	0			100.0%	
1052	Roundabout no. 2	1,495	1,495	0			100.0%	
1053	Roundabout no. 3	2,454	2,454	0			100.0%	
1054	Roundabout no. 4	3,127	3,127	0			100.0%	
1056	Roundabout no. 6	3,332	3,332	0			100.0%	
1057	Roundabout no. 7	1,700	1,700	0			100.0%	

202 Roundabouts EXPENDITURE

4108	Roundabout	553	2,205	1,652		1,652	25.1%	
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203 Maintenance EXPENDITURE

4082	Allotments	0	2,288	2,288		2,288	0.0%	
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204 Devolved services expenses INCOME

1017	Devolved services income	0	24,000	24,000			0.0%	
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205 Grounds maintenance EXPENDITURE

4033	Waste disposal	926	5,610	4,684		4,684	16.5%	
4035	Machinery	319	2,915	2,596		2,596	10.9%	
4036	Fuel (Mower)	422	2,533	2,111		2,111	16.7%	
4037	Sundries	178	3,025	2,847	45	2,802	7.4%	
4063	Vehicle hire and running costs	306	7,060	6,754	250	6,504	7.9%	

248 Depot EXPENDITURE

4013	Equipment purchase	0	5,000	5,000		5,000	0.0%	
4055	Alarm	548	560	12		12	97.9%	
4225	Rates	4,784	4,641	(143)		(143)	103.1%	
4601	Repairs & maintenance fund	220	900	680		680	24.4%	
4602	Electricity	422	2,000	1,578		1,578	21.1%	
4603	Water	47	635	588		588	7.5%	

249 C Meadow Toilets/Shopmobility INCOME

1085 Shopmobility income	128	200	72			63.9%	
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	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EM	EXPLANATION
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249 C Meadow Toilets/Shopmobility EXPENDITURE

4602 Electricity	0	600	600		600	0.0%	
4603 Water	0	600	600		600	0.0%	
4608 Shopmobility	214	1,002	788	188	600	40.2%	
4612 Contractor charge	1,911	10,450	8,539		8,539	18.3%	
4709 Maintenance	0	6,600	6,600		6,600	0.0%	

250 Lace Hill INCOME

1026 Lace Hill Community Centre	10,073	41,000	30,927			24.6%	
1027 Solar income	0	150	150			0.0%	

250 Lace Hill EXPENDITURE

4050 Lace Hill playing fields	0	550	550	231	319	42.0%	
4118 Solar panels	0	380	380		380	0.0%	
4158 Lace Hill gas	997	4,600	3,603		3,603	21.7%	
4159 Lace Hill electricity	546	6,500	5,954		5,954	8.4%	
4160 Lace Hill water	313	1,086	773		773	28.9%	
4161 Lace Hill Repair & Maintenance	329	4,000	3,672	957	2,715	32.1%	
4162 Lace Hill Planned Maintenance	290	7,920	7,630		7,630	3.7%	
4164 Lace Hill equipment	1,121	3,754	2,633	207	2,426	35.4%	
4225 Rates	10,354	11,048	694		694	93.7%	

251 Chandos Park INCOME

1030 Bowls income	0	650	650			0.0%	
1035 Tennis Court Rent	0	778	778			0.0%	

251 Chandos Park EXPENDITURE

4601 Repairs & maintenance fund	0	3,950	3,950	330	3,620	8.4%	
4602 Electricity	132	1,471	1,339		1,339	9.0%	
4603 Water	809	2,449	1,640		1,640	33.0%	
4606 Bowls Club Maintenance	0	2,120	2,120	1,540	580	72.6%	

252 Bourton Park EXPENDITURE

4601 Repairs & maintenance fund	610	10,508	9,898		9,898	5.8%	
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253 Cemeteries INCOME

1041 Burial fees	2,456	29,400	26,944			8.4%		
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	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	EXPLANATION
<u>253 Cemeteries</u>								
4225 Rates	2,421	2,349	(72)		(72)	103.1%		
4265 New cemetery maintenance	0	7,000	7,000	3,500	3,500	50.0%		
4601 Repairs & maintenance fund	730	5,825	5,095	205	4,890	16.0%		
4602 Electricity	0	1,000	1,000		1,000	0.0%		
4617 Memorial testing	4,770	4,330	(440)		(440)	110.2%	2,000	No overspend, see EMR reporting explanations report
4619 Cemeteries Development	89,531	106,415	16,884	35,000	(18,116)	117.0%	87,000	No overspend, see EMR reporting explanations report
4620 Expenses for burial duties	0	5,785	5,785		5,785	0.0%		
<u>254 Chandos Park toilets EXPENDITURE</u>								
4612 Contractor charge	1,911	10,450	8,539		8,539	18.3%		
4709 Maintenance	0	14,035	14,035	250	13,785	1.8%		
<u>255 Railway Walk & Castle Hill EXPENDITURE</u>								
4709 Maintenance	2,036	1,145	(891)	1,400	(2,291)	300.1%	2,000	No overspend, see EMR reporting explanations report
<u>256 Storage Premises EXPENDITURE</u>								
4066 Grenville garage rent	110	626	516		516	17.5%		
<u>258 Cemetery Lodge INCOME</u>								
1061 Cemetery Lodge rental income	2,200	11,781	9,581			18.7%		
<u>258 Cemetery Lodge EXPENDITURE</u>								
4034 PWLB repayments inc. interest	0	4,702	4,702		4,702	0.0%		
4609 Cemetery Lodge maintenance	458	3,260	2,803	1,084	1,718	47.3%		
<u>260 CCTV EXPENDITURE</u>								
4100 CCTV maintenance	490	4,000	3,510		3,510	12.3%		
<u>261 Community Centre EXPENDITURE</u>								
4085 Structural repairs	5,637	30,390	24,753	7,693	17,060	43.9%		
4091 Chamber	183	1,100	917		917	16.6%		

262 Parks General EXPENDITURE

4101	Seats and bins	0	1,765	1,765		1,765	0.0%
4102	Dog bins	0	13,686	13,686	4,072	9,614	29.7%
4106	Play area maintenance	1,136	9,316	8,180	1,453	6,727	27.8%
4112	Environment Equipment	648	11,286	10,638		10,638	5.7%
4122	Tree works	0	36,105	36,105	7,575	28,530	21.0%
4168	Defibrillators	0	550	550		550	0.0%
4275	Play area replacement fund	0	10,000	10,000		10,000	0.0%
4276	Tree wardens	0	2,240	2,240		2,240	0.0%

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	EXPLANATION
4280	Machinery Repair / Replace	0	2,500	2,500		2,500	0.0%		
4281	Vehicle Repair / Replace	0	2,500	2,500		2,500	0.0%		

264 New Cemetery EXPENDITURE

4282	New Cemetery PWLB Repayments	0	2,600	2,600		2,600	0.0%		
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TOWN CENTRE & EVENTS301 Town Centre & Events INCOME

1028	Lace Hill events income	0	850	850			0.0%		
1029	Good Endings Fair income	0	300	300			0.0%		
1062	Community Fair table income	0	230	230			0.0%		
1066	Comedy night income	0	1,500	1,500			0.0%		
1069	Charter fairs income	8,430	8,324	(106)			101.3%		
1091	Events Sponsorship Income	0	100	100			0.0%		
1092	Events Stall Income	248	1,100	853			22.5%		
1093	Dog Show Income	0	125	125			0.0%		
1104	Remembrance Contributions	0	1,150	1,150			0.0%		
1107	Street Food Fair Income	0	300	300			0.0%		

301 Town Centre & Events EXPENDITURE

3997	NI TC&E	719	6,379	5,660		5,660	11.3%		
3998	Pensions ERS TC&E	2,412	18,677	16,265		16,265	12.9%		
3999	Salaries TC&E	12,097	100,694	88,597		88,597	12.0%		
4042	Events equipment	0	1,500	1,500		1,500	0.0%		
4094	Youth project	2,970	6,000	3,030	1,020	2,010	66.5%		
4104	Town in Bloom	3,270	9,000	5,730	79	5,651	37.2%		
4107	Pride of Place	0	60	60		60	0.0%		
4115	River rinse	0	450	450		450	0.0%		

4126	Good Endings Fair	0	500	500		500	0.0%
4128	Small Events	0	350	350		350	0.0%
4166	Lace Hill events	800	1,600	800	130	670	58.1%
4201	Christmas lights	(1,200)	13,800	15,000	8,685	6,315	54.2%
4202	Firework display	561	7,000	6,439	520	5,919	15.4%
4203	Community fair	0	300	300		300	0.0%
4205	Christmas parade	49	5,250	5,201	120	5,081	3.2%
4207	Remembrance parade	33	2,300	2,267	280	1,987	13.6%
4208	Spring Fair	78	300	222		222	26.1%
4211	Band Jam	314	5,100	4,786	1,372	3,414	33.1%
4212	Christmas lights switch on	275	3,250	2,975		2,975	8.5%
4213	Dog show	0	750	750	690	60	92.0%
4220	Music in the Market	4,639	5,100	461	356	105	97.9%
4241	Comedy Night expenditure	0	1,500	1,500	90	1,410	6.0%

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	EXPLANATION
4243	Charter Fairs	570	5,500	4,930		4,930	10.4%		
4245	Street Food Fair	0	2,400	2,400		2,400	0.0%		
4260	Twinning	0	65	65		65	0.0%		
<u>302 Street markets INCOME</u>									
1005	Street markets	3,986	17,500	13,514			22.8%		
1006	Flea market	1,746	4,600	2,854			38.0%		
<u>302 Street markets EXPENDITURE</u>									
4017	Subscriptions	137	450	313		313	30.4%		
4225	Rates	1,672	2,100	428		428	79.6%		
4234	Market Entertainment	0	1,000	1,000		1,000	0.0%		
4235	Market infrastructure & Promotion	750	1,000	250		250	75.0%		
<u>303 Special events INCOME</u>									
1020	Food fair income	0	800	800			0.0%		
1083	Fringe income	0	400	400			0.0%		
1094	Skate Park Income	0	1,000	1,000			0.0%		
<u>303 Special events EXPENDITURE</u>									
4169	Skate Park Event	0	2,000	2,000	900	1,100	45.0%		
4221	Fringe	1,388	2,150	762	21	741	65.5%		
4242	Food fair	0	600	600		600	0.0%		
4244	Flags	0	600	600		600	0.0%		
4273	One-off events	0	500	500		500	0.0%		
4278	Celebrate Buckingham Day	686	2,000	1,314	1,082	231	88.4%		

305 Tourist Information Centre INCOME

1084 TIC income	808	9,000	8,192			9.0%
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305 Tourist Information Centre EXPENDITURE

4253 TIC tickets & produce	102	8,000	7,898	7,898		1.3%
4255 Heritage app expenditure	0	300	300	300		0.0%
4274 Tourism website	105	440	335	335		23.8%

306 Accessibility EXPENDITURE

4254 Accessibility Costs	200	2,250	2,050	1,250	800	64.4%
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	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR	EXPLANATION
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PLANNING601 Planning EXPENDITURE

3992 Salaries Planning	6,189	38,637	32,448		32,448	16.0%		
3993 NI Planning	436	2,910	2,474		2,474	15.0%		
3994 Pensions ERS Planning	564	3,594	3,030		3,030	15.7%		
4624 Neighbourhood Plan	1,725	2,510	785		785	68.7%		

Grand Totals:- Income	668,225	1,413,489	(745,264)			47.3%		
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Expenditure	360,041	1,519,915	1,159,874	84,653	1,075,221	29.3%		
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Net Income over Expenditure

	308,184	(106,426)	(414,610)					
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plus Transfer from EMR	100,466							
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Movement to/(from) Gen Reserve

	408,650							
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Buckingham Town Council

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PURCHASE LEDGER INVOICE LISTING

User: JODIE

Bought Ledger 1 for Month No 1

Order by Supplier A/c

							Nominal Ledger Analysis				
Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
21/04/2024	25831		AMBIVENT	A020	130.00	26.00	156.00	4160	250	130.00	call out loss pressure to syst
21/04/2024	25855		AMBIVENT	A020	754.00	150.80	904.80	4164	250	754.00	repairs ref PPM visit
21/04/2024	1QRW-GQJ4-1YTV		AMAZON	A035	38.30	7.66	45.96	4013	102	38.30	wireless keyboards x 2
15/04/2024	100046861-2024-		AMAZON	A035	43.62	8.73	52.35	4112	262	43.62	union flag
21/04/2024	113746461-2024-		AMAZON	A035	20.69	0.00	20.69	4010	102	20.69	leaders handbook GTD
29/04/2024	138951611-2024-		AMAZON	A035	29.04	5.81	34.85	4208	301	26.18	craft feathers
								4208	301	2.86	craft feathers
15/04/2024	150723241-2024-		AMAZON	A035	5.75	1.15	6.90	4112	262	5.75	10 emergency whistles
29/04/2024	1232095445-2024-		AMAZON	A035	11.65	2.33	13.98	4221	303	11.65	acrylic pens
21/04/2024	1788354265-2024-		AMAZON	A035	16.23	3.25	19.48	4112	262	16.23	safety hasp
29/04/2024	1936215275-2024-		AMAZON	A035	62.46	12.49	74.95	4221	303	62.46	wooden circles x 30 x 5
29/04/2024	1978172305-2024-		AMAZON	A035	84.40	16.88	101.28	4221	303	84.40	wooden circles x 40 x 6
29/04/2024	1978172305-2024-		AMAZON	A035	14.07	2.81	16.88	4221	303	14.07	wooden circles x 40
29/04/2024	1978172305-2024-		AMAZON	A035	28.13	5.63	33.76	4221	303	28.13	wooden circles x 40
29/04/2024	1978172305-2024-		AMAZON	A035	14.07	2.81	16.88	4221	303	14.07	wooden circles x 40
03/04/2024	ADJ		AMAZON	A035	0.18	0.00	0.18	4013	102	0.18	adj cn 14/3
29/04/2024	GB4GQXXABEY		AMAZON	A035	33.52	6.70	40.22	4221	303	33.52	varnish, twine
21/04/2024	GB421W73ABEI		AMAZON	A035	-6.24	-1.25	-7.49	4013	102	-6.24	black ribbon
05/04/2024	5203		BALC	B001	2,297.82	0.00	2,297.82	4017	102	2,297.82	bmcalc and nalc subs 2024/25
10/04/2024	719		COMMUNITY CENTRE	B002	184.80	0.00	184.80	4019	102	184.80	hall hire ann town meet
03/04/2024	500150149X.		BUCKS COUNCIL	B006	2,420.65	0.00	2,420.65	4225	253	2,420.65	cemetery rates 24/25
03/04/2024	5001054514.		BUCKS COUNCIL	B006	1,671.65	0.00	1,671.65	4225	302	1,671.65	market rates 24/25
03/04/2024	5001740349.		BUCKS COUNCIL	B006	2,794.40	0.00	2,794.40	4267	102	2,794.40	buck centre rates 24/25
03/04/2024	5001754123.		BUCKS COUNCIL	B006	4,783.66	0.00	4,783.66	4225	248	4,783.66	depot rates 24/25
03/04/2024	5001756385.		BUCKS COUNCIL	B006	10,354.25	0.00	10,354.25	4225	250	10,354.25	lhsc rates 24/24
01/04/2024	36/12		BUCK HILLCREST	B008	220.00	0.00	220.00	4601	248	220.00	management fees depot
03/04/2024	3742		BURGESS BLD	B016	4,995.00	999.00	5,994.00	4085	261	4,995.00	comm centre fire doors
01/04/2024	25102024		DISCO	D015	250.00	0.00	250.00	4166	250	250.00	disco for halloween

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Buckingham Town Council

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PURCHASE LEDGER INVOICE LISTING

User: JODIE

Bought Ledger 1 for Month No 1

Order by Supplier A/c

							Nominal Ledger Analysis				
Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
25/04/2024	24560		FARMTECH	F029	319.00	63.80	382.80	4035	205	319.00	grass drag harrow
17/04/2024	27703		GANDERTON	G008	178.03	35.60	213.63	4063	205	60.15	fuel
								4036	205	117.88	fuel
03/04/2024	27925		GANDERTON	G008	549.58	109.92	659.50	4036	205	303.96	fuel
								4063	205	245.62	fuel
29/04/2024	30303251		GLS	G027	21.84	4.37	26.21	4221	303	21.84	art supplies
03/04/2024	8096		HUCKNET	H007	101.39	20.28	121.67	4221	303	101.39	tennis netting
08/04/2024	19911		HERON	H009	552.66	110.53	663.19	4108	202	552.66	roundabout signage "evolve"
08/04/2024	337820		HAWKESWORTH	H051	129.85	25.97	155.82	4038	102	129.85	pat testing
08/04/2024	337821		HAWKESWORTH	H051	60.00	12.00	72.00	4038	102	60.00	pat testing
08/04/2024	337822		HAWKESWORTH	H051	60.00	12.00	72.00	4038	102	60.00	pat testing
08/04/2024	337823		HAWKESWORTH	H051	94.70	18.94	113.64	4038	102	94.70	pat testing
08/04/2024	337825		HAWKESWORTH	H051	60.00	12.00	72.00	4038	102	60.00	pat testing
08/04/2024	3378824		HAWKESWORTH	H051	92.35	18.47	110.82	4038	102	92.35	pat testing
03/04/2024	2501858103700		HORT WEEK	H052	375.00	0.00	375.00	4017	102	375.00	hort weekly subs
16/04/2024	167791		JOHNSTON PRESS	J010	130.28	26.06	156.34	4164	250	130.28	Vaccum cleaner
16/04/2024	167581		JANITORIAL DIRECT	J013	236.46	47.29	283.75	4164	250	236.46	cleaning supplies
25/04/2024	60182		LINNELL BROS	L010	507.80	101.56	609.36	4601	252	507.80	treated wood
19/04/2024	1116601		MAINSTREAM	M061	66.00	13.20	79.20	4018	102	66.00	816801
19/04/2024	1116602		MAINSTREAM	M061	99.15	19.83	118.98	4018	102	99.15	816801
19/04/2024	1116603		MAINSTREAM	M061	63.00	12.60	75.60	4018	102	63.00	812872
19/04/2024	1116604		MAINSTREAM	M061	66.15	13.23	79.38	4018	102	66.15	812872
03/04/2024	1/4/24		NBPPC	N003	20.00	0.00	20.00	4017	102	20.00	subs 24/25
30/04/2024	241757		NATIONAL EXPRESS	N023	117.47	0.00	117.47	4253	305	117.47	national express tickets
15/04/2024	14667		OAKPARK	O060	165.00	33.00	198.00	4161	250	165.00	call out
03/04/2024	15260		OAKPARK	O060	490.00	98.00	588.00	4100	260	490.00	annual maint cctv 24/25
03/04/2024	105345		OAKPARK	O060	548.00	109.60	657.60	4055	248	548.00	annual alarm maint 24/25
15/04/2024	105676		OAKPARK	O060	15.00	3.00	18.00	4161	250	15.00	new contact
30/04/2024	134994		PARAGON	P008	22.00	4.40	26.40	4112	262	22.00	padlock

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Buckingham Town Council

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PURCHASE LEDGER INVOICE LISTING

User: JODIE

Bought Ledger 1 for Month No 1

Order by Supplier A/c

Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
30/04/2024	135069		PARAGON	P008	150.00	30.00	180.00	4106	262	150.00	rotavator
19/04/2024	150564		PAYROLL OPTIONS	P057	233.47	46.69	280.16	4030	102	233.47	payroll processing
29/04/2024	150728		PAYROLL OPTIONS	P057	155.57	31.11	186.68	4030	102	155.57	payroll
01/04/2024	28894		RBS	R001	1,540.00	308.00	1,848.00	4027	102	1,540.00	subs omega 24/25
01/04/2024	28895		RBS	R001	580.00	116.00	696.00	4027	102	580.00	subs cemeteries 24/25
01/04/2024	28896		RBS	R001	444.00	88.80	532.80	4027	102	444.00	subs bookings 24/25
01/04/2024	28897		RBS	R001	249.00	49.80	298.80	4027	102	249.00	subs assets 24/25
01/04/2024	28898		RBS	R001	110.00	22.00	132.00	4027	102	110.00	subs mtd 24/25
11/04/2024	28352		REFLEC	R020	8.00	1.60	9.60	4112	262	8.00	reflective tape
03/04/2024	103434		SPHERETECH	S008	855.75	171.15	1,026.90	4085	261	641.81	annual aircon maint 24/25
								4608	249	213.94	annual aircon maint 24/25
09/04/2024	675615		SSE	S019	67.26	3.36	70.62	4602	251	67.26	c park toilets jan - mar (cfwd)
09/04/2024	676631		SSE	S019	20.93	1.05	21.98	4052	102	20.93	feeder pillar jan - mar (cfwd)
19/04/2024	766590		SSE	S019	47.82	2.39	50.21	4602	248	47.82	depot
22/04/2024	783013		SSE	S019	311.97	15.60	327.57	4602	248	311.97	depot
05/04/2024	198936		TUDOR ENVIRONMENTAL	T002	27.84	5.57	33.41	4112	262	27.84	hanging basket bracket
30/04/2024	314242		TUDOR ENVIRONMENTAL	T002	87.60	17.52	105.12	4037	205	87.60	cartridges
01/04/2024	AGO771		TRAVIS	T010	27.50	5.50	33.00	4709	255	27.50	postcrete
01/04/2024	AGO809		TRAVIS	T010	5.50	1.10	6.60	4037	205	5.50	postcrete
30/04/2024	AGP416		TRAVIS	T010	6.35	1.27	7.62	4037	205	6.35	brushes
17/04/2024	30415769		VALE TRAINING	V012	530.00	90.00	620.00	4023	102	530.00	lantra certs & ride on trainin
17/04/2024	823849		WICKSTEED LEISURE	W004	200.00	40.00	240.00	4106	262	200.00	roundabout bearings
08/04/2024	9662		WESTON	W015	365.00	73.00	438.00	4601	253	365.00	k witt survey
03/04/2024	531546039		ZURICH	Z001	19,444.57	0.00	19,444.57	4022	104	19,444.57	annual insurance
03/04/2024	15783		ZONKEY	Z003	756.56	151.31	907.87	4041	102	756.56	website annual subs 24/25
					62,617.50	3,449.27	66,066.77			62,617.50	
					TOTAL INVOICES						

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Buckingham Town Council

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PURCHASE LEDGER INVOICE LISTING

User: JODIE

Bought Ledger 1 for Month No 2

Order by Supplier A/c

							Nominal Ledger Analysis				
Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
31/05/2024	13514514		ANGLIAN WATER	A015	808.55	0.00	808.55	4603	251	808.55	chandos park water, feb - may
22/05/2024	13557143		ANGLIAN WATER	A015	47.45	3.34	50.79	4603	248	47.45	depot mar-may
22/05/2024	13557148		ANGLIAN WATER	A015	183.35	16.69	200.04	4160	250	183.35	mar - may lhsc
23/05/2024	75706		ABBOT FIRE	A054	47.82	9.56	57.38	4091	261	47.82	fire extinguisher services
31/05/2024	5466		BALC	B001	90.00	0.00	90.00	4269	103	90.00	Cllr Essentials training june
31/05/2024	5467		BALC	B001	90.00	0.00	90.00	4269	103	90.00	Cllr Essentials training june
31/05/2024	762		COMMUNITY CENTRE	B002	330.00	0.00	330.00	4029	103	330.00	Hall Hire Mayor Making
31/05/2024	31/5		BUCKINGHAM NURSERIES	B025	44.95	8.99	53.94	4104	301	44.95	various bedding plants
22/05/2024	12675		BUCKS RECYLING	B059	220.00	44.00	264.00	4220	301	220.00	wheelie bin hire Buck Live
23/05/2024	14015498		BURLEYS	B061	3,200.00	640.00	3,840.00	4104	301	3,200.00	summer planters
31/05/2024	6/5		BUCKINGHAM LIVE SESS	B069	2,803.51	0.00	2,803.51	4220	301	2,803.51	BUCKINGHAM LIVE CONTRIBUTION
31/05/2024	9424		BOUNCY MACS	B073	390.00	0.00	390.00	4278	301	390.00	bouncy castle hire cele buck d
31/05/2024	25		BRITISH HONEY	B085	36.80	0.00	36.80	4253	305	36.80	8 x jars honey
23/05/2024	74		BRITISH HONEY	B085	98.00	0.00	98.00	4253	305	98.00	honey x 20
31/05/2024	26/5		COMPLETE	C003	756.00	151.20	907.20	4220	301	756.00	Security Buck Live x 6
01/05/2024	74859A		CDS GROUP	C007	613.00	122.60	735.60	4619	253	613.00	drainage assess
23/05/2024	50541		CHANDLER RAY	C012	150.00	0.00	150.00	4619	253	150.00	land registration fees
01/05/2024	3168		CLOUDY IT	C073	1,021.50	204.30	1,225.80	4027	102	1,021.50	monthly hosting
01/05/2024	3429		CLOUDY IT	C073	1,021.50	204.30	1,225.80	4027	102	1,021.50	monthly hosting
31/05/2024	1720470		DASH4IT	D004	167.89	0.00	167.89	4253	305	167.89	various local maps (OS)
22/05/2024	KI-C151764D-0029		E-ON	E006	304.87	15.24	320.11	4159	250	304.87	april
31/05/2024	KI-C151764D0030		E-ON	E006	241.00	12.05	253.05	4159	250	241.00	lhsc may 24
31/05/2024	18236		GREENBARNES	G006	1,025.56	205.11	1,230.67	4013	102	1,025.56	noticeboard,oak/glass/lockable
07/05/2024	17303		GE ELECTRICAL	G028	135.00	27.00	162.00	4091	261	135.00	electrical work to chamber
22/05/2024	1062099		GRUNDON	G050	120.51	24.10	144.61	4033	205	120.51	wheelie bins lhsc
22/05/2024	1062100		GRUNDON	G050	260.47	52.09	312.56	4033	205	260.47	wheelie bins
31/05/2024	19964		HERON	H009	94.40	18.88	113.28	4112	262	94.40	bench signs
31/05/2024	19972		HERON	H009	148.50	29.70	178.20	4161	250	148.50	letter C

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PURCHASE LEDGER INVOICE LISTING

User: JODIE

Bought Ledger 1 for Month No 2

Order by Supplier A/c

Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
01/05/2024	13713		HEALTH	H011	1,910.61	382.12	2,292.73	4612	248	955.31	toilet maintenance april 24
								4612	254	955.30	toilet maintenance april 24
31/05/2024	13784		HEALTH	H011	1,910.61	382.12	2,292.73	4612	249	955.31	toilet maintenance may
								4612	254	955.30	toilet maintenance may
15/05/2024	1801		IAC	I001	395.00	79.00	474.00	4014	104	395.00	year end audit
31/05/2024	4126/2024/25		INSTITUTE OF CEMETER	I002	100.00	0.00	100.00	4017	102	100.00	ICCM Subs 24/25
31/05/2024	167791CR		JOHNSTON PRESS	J010	-130.28	-26.06	-156.34	4164	250	-130.28	credit misposted invoice
01/05/2024	167791		JANITORIAL DIRECT	J013	130.28	26.06	156.34	4164	250	130.28	vaccum cleaner
09/05/2024	9/5		MOLE	M014	23.94	4.79	28.73	4112	262	23.94	shield stakes
31/05/2024	1119017		MAINSTREAM	M061	75.00	15.00	90.00	4018	102	75.00	msdcare
31/05/2024	1119021		MAINSTREAM	M061	63.00	12.60	75.60	4018	102	63.00	824596
31/05/2024	12583		MKPA	M067	990.00	0.00	990.00	4094	301	990.00	Play sessions C Park 15/8
31/05/2024	12584		MKPA	M067	990.00	0.00	990.00	4094	301	990.00	Play sessions C Park 1/8
31/05/2024	12585		MKPA	M067	990.00	0.00	990.00	4094	301	990.00	Play Sessions C Park 25/7
31/05/2024	13303		MKPA	M067	66.63	13.33	79.96	4278	303	66.63	games for Cele Buck Day
31/05/2024	13539		MKPA	M067	816.43	1.67	818.10	4221	303	816.43	zorb, bouncy castle etc LH Fun
31/05/2024	CREDIT		MKPA	M067	-40.00	0.00	-40.00	4278	303	-40.00	Credit on account 2023/2024
22/05/2024	246398		NAMESCO	N015	16.66	3.33	19.99	4274	305	16.66	discoverbuckingham domains
01/05/2024	1481		ONEILL HOMER	O009	1,545.00	309.00	1,854.00	4624	601	1,545.00	consulting
01/05/2024	1482		ONEILL HOMER	O009	180.00	36.00	216.00	4624	601	180.00	consulting
31/05/2024	27/5		OLD GAOL	O010	750.00	0.00	750.00	4235	302	750.00	annual rental storage
01/05/2024	135416		PARAGON	P008	102.00	20.40	122.40	4601	252	102.00	rotavator
31/05/2024	135844		PARAGON	P008	200.00	40.00	240.00	4254	306	200.00	matting for buckingham live
31/05/2024	135922		PARAGON	P008	56.08	11.22	67.30	4112	262	56.08	drill but, rope, padlock
31/05/2024	136127		PARAGON	P008	300.00	60.00	360.00	4220	301	300.00	136127/10112637/Music in the M
01/05/2024	2710976		PRS	P044	1,310.51	262.11	1,572.62	4220	301	159.49	PRS licence
								4278	303	149.46	PRS licence
								4211	301	220.32	PRS licence
								4202	301	560.92	PRS licence

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PURCHASE LEDGER INVOICE LISTING

User: JODIE

Bought Ledger 1 for Month No 2

Order by Supplier A/c

							Nominal Ledger Analysis				
Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
								4212	301	220.32	PRS licence
22/05/2024	70566002		PHS	P051	213.82	42.76	256.58	4162	250	213.82	sanitary waste
22/05/2024	70566003		PHS	P051	19.11	3.82	22.93	4162	250	19.11	sanitary waste
31/05/2024	151242		PAYROLL OPTIONS	P057	155.57	31.11	186.68	4030	102	155.57	monthly payroll may
31/05/2024	950091		QUEST	Q002	8.70	1.74	10.44	4709	255	8.70	hex bolts, mixed bolts
31/05/2024	953669		QUEST	Q002	8.69	1.74	10.43	4112	262	8.69	screws and nuts
31/05/2024	954025		QUEST	Q002	30.04	6.01	36.05	4112	262	30.04	padlock, drill bit
31/05/2024	RMTG/24/25/25		RURAL MARKET TOWNS	R005	137.00	27.40	164.40	4017	302	137.00	RMT Subs 24/25
31/05/2024	79759		ROSPA	R008	786.00	157.20	943.20	4106	262	786.00	annual playground inspections
14/05/2024	BK213528-1A		SLCC	S005	35.00	7.00	42.00	4023	102	35.00	op london bridge ab
31/05/2024	BK216197-1		SLCC	S005	30.00	6.00	36.00	4023	102	30.00	Op London Bridge SB
31/05/2024	SD1383-1		SLCC	S005	108.00	21.60	129.60	4026	101	108.00	SD1383-1/10112628/WEEK IN THE
14/05/2024	2425070		SEAHAWKS	S007	270.00	0.00	270.00	4501	125	270.00	awards
31/05/2024	871581		SSE	S019	25.76	1.29	27.05	4052	102	25.76	April feederpillar
31/05/2024	871776		SSE	S019	64.59	3.23	67.82	4602	251	64.59	April CP toilets
20/05/2024	934525		SSE	S019	62.01	3.10	65.11	4602	248	62.01	depot April
14/05/2024	1494258269		SCREWFIX	S044	211.34	42.24	253.58	4112	262	211.29	bracket,saw,blades,silicone et
								4112	262	0.05	bracket,saw,blades,silicone et
14/05/2024	1495060772		SCREWFIX	S044	-30.83	-6.16	-36.99	4112	262	-30.83	shorts
14/05/2024	1495719073		SCREWFIX	S044	51.23	10.24	61.47	4112	262	51.22	shorts, wall plugs, screws
								4112	262	0.01	shorts, wall plugs, screws
31/05/2024	1500318329		SCREWFIX	S044	53.39	10.66	64.05	4112	262	53.36	screw,silicone,gloves,wipes
								4112	262	0.03	screw,silicone,gloves,wipes
31/05/2024	313577		TUDOR ENVIRONMENTAL	T002	33.25	6.65	39.90	4037	205	33.25	engine oil, eyewash pods
07/05/2024	AGP976		TRAVIS	T010	19.59	3.92	23.51	4112	262	19.59	brush, frog tape
31/05/2024	AGQ565		TRAVIS	T010	6.35	1.27	7.62	4112	262	6.35	brushes
31/05/2024	135902		UNIVERSITY	U001	200.00	40.00	240.00	4221	303	200.00	hall hire radcliffe centre OFG
31/05/2024	4117468		VIKING DIRECT	V001	59.04	11.81	70.85	4010	102	59.04	4117468/10112612/Stationery
07/05/2024	4238911		VIKING DIRECT	V001	13.98	2.80	16.78	4010	102	13.98	4238911/10112627/Stationery

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Buckingham Town Council

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PURCHASE LEDGER INVOICE LISTING

User: JODIE

Bought Ledger 1 for Month No 2

Order by Supplier A/c

Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
01/05/2024	9769		WESTON	W015	365.00	73.00	438.00	4601	253	365.00	k witt survey
TOTAL INVOICES					30,138.73	3,932.27	34,071.00			30,138.73	

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Buckingham Town Council

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PURCHASE LEDGER INVOICE LISTING

User: JODIE

Bought Ledger 1 for Month No 3

Order by Supplier A/c

Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
05/06/2024	A4395		ALR TRAINING	A023	400.00	80.00	480.00	4220	301	400.00	first aid buck live
05/06/2024	A4396		ALR TRAINING	A023	120.00	24.00	144.00	4278	303	120.00	first aid cele buck day
10/06/2024	119044921-2024-		AMAZON	A035	13.33	2.66	15.99	4037	205	13.33	seat covers
10/06/2024	647013295-2024-		AMAZON	A035	22.07	4.41	26.48	4037	205	22.07	trimmer heads
10/06/2024	GB4OC28ABEY		AMAZON	A035	9.57	1.91	11.48	4037	205	9.57	plant food
01/06/2024	203481/0001		CHANDLER RAY	C012	96,275.83	17,948.50	114,224.33	4619	253	87,000.00	land purchased for new cemeter
								347		-87,000.00	land purchased for new cemeter
								6002	253	87,000.00	land purchased for new cemeter
								4016	104	3,421.00	land purchased for new cemeter
								327		-3,421.00	land purchased for new cemeter
								6002	104	3,421.00	land purchased for new cemeter
								4016	104	935.00	land purchased for new cemeter
								4016	104	2,000.00	land purchased for new cemeter
								4016	104	2,919.83	land purchased for new cemeter
								327		-2,919.83	land purchased for new cemeter
								6002	104	2,919.83	land purchased for new cemeter
01/06/2024	170		DRAGON BRICKWORK	D007	3,500.00	0.00	3,500.00	4709	255	2,000.00	war memorial works
								329		-2,000.00	war memorial works
								6002	255	2,000.00	war memorial works
								4617	253	1,500.00	war memorial works
								359		-1,500.00	war memorial works
								6002	253	1,500.00	war memorial works
05/06/2024	210724		FUN FACTOR	F025	550.00	0.00	550.00	4166	301	550.00	lh fun day music games/karaoke
05/06/2024	1081498		GRUNDON	G050	401.09	80.22	481.31	4033	205	401.09	wheelie bins depot
05/06/2024	1081499		GRUNDON	G050	144.16	28.83	172.99	4033	205	144.16	wheelie bins lhscc
05/06/2024	DISCOVER		NAMESCO	N015	39.98	8.00	47.98	4274	305	39.98	discoverbuckingham domains
01/06/2024	QL204768-2		SLCC	S005	3,125.00	0.00	3,125.00	4023	102	3,125.00	first payment CM Masters
								349		-3,125.00	first payment CM Masters

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Buckingham Town Council

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PURCHASE LEDGER INVOICE LISTING

User: JODIE

Bought Ledger 1 for Month No 3

Order by Supplier A/c

Nominal Ledger Analysis

Invoice Date	Invoice Number	Ref No	Supplier A/c Name	Supplier A/c Code	Net Value	VAT	Invoice Total	A/C	Centre	Amount	Analysis Description
01/06/2024	4071		TELESHORE GROUP	TO22	5,037.50	1,007.50	6,045.00	6002	102	3,125.00	first payment CM Masters
								4617	253	2,077.00	memorial testing
								4617	253	1,192.50	memorial testing
								359		-1,192.50	memorial testing
								6002	253	1,192.50	memorial testing
01/06/2024	4071A		TELESHORE GROUP	TO22	5,037.50	1,007.50	6,045.00	4619	253	1,768.00	memorial testing
								4617	253	2,077.00	MEMORIALS WORK
								4617	253	500.00	MEMORIALS WORK
								359		-500.00	MEMORIALS WORK
								6002	253	500.00	MEMORIALS WORK
01/06/2024	4071CORR		TELESHORE GROUP	TO22	-5,037.50	-1,007.50	-6,045.00	4617	253	692.50	MEMORIALS WORK
								4617	253	1,768.00	MEMORIALS WORK
								4617	253	-2,077.00	CORRECT MISPOSTED INV
								4617	253	-1,192.50	CORRECT MISPOSTED INV
								359		1,192.50	CORRECT MISPOSTED INV
05/06/2024	4314625		VIKING DIRECT	V001	86.80	17.36	104.16	6002	253	-1,192.50	CORRECT MISPOSTED INV
								4619	253	-1,768.00	CORRECT MISPOSTED INV
								4010	102	86.80	4314625/10112657/Stationery
										109,725.33	
										19,203.39	
TOTAL INVOICES							128,928.72			109,725.33	

Minute No.	Action	Action Required	Action Owner	Update	Deadline
800/18	Compliments, Complaints and FOI requests	Members AGREED for a six monthly report.	Town Clerk		Next meeting
153/22	Debtors	For the next meeting a report showing debts over 3 months will be included with an explanation for each.	Finance Officer		Ongoing - for each agenda.
482/23	Accounts presentation	The Town Clerk and the Finance Officer will attend a training session, run by the software provider, in February 2024; options for presentation of the accounts will be discussed and training opportunities for Members will be considered.	Town Clerk	Training completed, options under evaluation.	Amended I&E on agenda. As well as a report on the new EMR.
779/23	Grants update	Cllr. Harvey Proposed that we agree to write to Buckingham Youth Club declaring that we will pay them the agreed grant upon confirmation that at least one youth club is running, and we will review the overall grant in January depending on pro rata number of clubs functioning then. AGREED	Town Clerk	Completed. Email to YC requesting official confirmation that the club is restarting.	
782/23	Staff Handbook	Cllr. Stuchbury Proposed that 'the legal right to join a trade union' is included. Cllr. Harvey Seconded and Members AGREED	Compliance and Projects Manager	Completed and agreed by Full Council	