



Lichfield City Council

Donegal House, Bore Street, Lichfield, Staffordshire, WS13 6LU

Tel: (01543) 250011 email: townclerk@lichfield.gov.uk

Town Clerk: Anthony Briggs BA (Hons), CiLCA

28 May 2025

To: Members of the Audit Committee

Councillor A Fox (Chair) and Councillors A Lax, P McDermott, D Robertson, J Smith, E Strain, M Warfield and B Watkins.

Also to: A James (Accounts Officer) & G Keatley (Internal Auditor).

Dear Councillor

Audit Committee

You are invited to attend a meeting of the Audit Committee to be held via Zoom at **6.30pm on Wednesday, 4 June 2025** for the transaction of the following business. A link to access the meeting will be provided separately. Any member of the Committee unable to attend should forward their apologies to the Town Clerk. Members of the public can request the link to observe the meeting by contacting the Town Clerk (tony.briggs@lichfield.gov.uk).

Yours sincerely

Tony Briggs
Town Clerk

AGENDA

1 APOLOGIES FOR ABSENCE

2 DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

3 MINUTES AND MATTERS ARISING

To confirm as a correct record the Minutes of the Audit Committee meeting held on 5 March 2025 (**copy attached**), and any matters arising from those minutes. **Having been previously circulated/considered by Council, the appendices to the minutes are not included**, but are available on request to the Town Clerk. [*Minutes adopted by the City Council on 10 March 2025*].

4 ASSET REGISTER AND ASSET REGISTER POLICY

To conduct the annual review of the Asset Register and Asset Register Policy. The Asset Register Policy sets out more clearly the items included and excluded in the Asset Register, how they are valued, disposed of etc. It was agreed by the Committee at its meeting of 8 June 2023 that the Register and Policy be reviewed annually at the Committee's June meeting. The Asset Register document is provided at **APPENDIX 1**. The associated policy is at **APPENDIX 2**. There are no recommendations for change.

RECOMMENDED: *The Committee to consider the Asset Register and Asset Register Policy, and make a recommendation to Council that both documents (as amended) be adopted.*

5 OUT-TURN AND STATEMENT OF ACCOUNTS

To consider the Town Clerk's Out-turn Report (**APPENDIX 3**, attached), the draft Annual Return (**ENCLOSURE 1**) for the year ending 31 March 2025, and the recommendations contained in the report as reproduced below.

SUGGESTED RECOMMENDATION TO COUNCIL:

- 1 *The Report and Out-Turn Statement 2024/25 be received.***
- 2 *The Council, acting in the capacity of sole Trustee of the Johnson Birthplace Charitable Trust, make a payment of £12,606 from the Trust Funds to the City Council as the contribution to the expenditure incurred by the City Council in operating the Museum during the 2024/25 financial year.***
- 3 *In respect of the External Auditor Annual Return for the year ending 31 March 2025:***
 - a. The council approve the Annual Governance Statement (Section 1 of the Annual Return) and that this be signed by the Mayor and Town Clerk on behalf of the Council.***
 - b. The Council approve the Accounting Statements (Section 2 of the Annual Return) and this be signed by the Mayor on behalf of the Council***
 - c. The Council note the Annual Internal Audit Report section of the Annual Return***
 - d. The Council note the dates for the exercise of public rights - commencing on 11 June 2025 and ending on 22 July 2025.***

6 DATE AND TIME OF NEXT MEETING

In the City Council's approved Calendar of Meetings as Wednesday 3 December 2025 at 6.30pm. The Committee has previously expressed its preference that its meetings are held via 'Zoom'.

ANY OTHER URGENT BUSINESS AT THE DISCRETION OF THE CHAIR

* * *

Lichfield City Council

Minutes of the Meeting of the Audit Committee held via 'Zoom' on Wednesday 5 March 2025 at 6.30pm

Present: Councillor A Fox (Chair) and Councillors J Marshall, P McDermott and B Watkins.

In attendance: A Briggs (Town Clerk and RFO) and G Keatley (Internal Auditor).

Apologies: Councillors A Lax, M Warfield, and A James (Accounts Officer).

12. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION

None

13. MINUTES AND MATTERS ARISING

RESOLVED: *The Minutes of the meeting held on 4 December 2024 be agreed as a correct record. [Minutes adopted by the City Council on 16 December 2024].*

14. INTERNAL AUDIT REPORT 2024-2025

Members considered the Internal Audit report. The Internal Auditor was thanked for a comprehensive document.

RECOMMENDATION TO COUNCIL: *That the report be noted, and the recommendations and timescales therein be adopted.*

15. ANNUAL REVIEW - EFFECTIVENESS OF THE SYSTEM OF INTERNAL CONTROL

Members undertook a review of the effectiveness of the System of Internal Control as required by Regulation 5 of the Accounts and Audit Regulations 2015 (Internal Audit).

RECOMMENDATION TO COUNCIL: *That the Review findings as contained in Appendix A to these Minutes be adopted.*

16. TREASURY MANAGEMENT POLICY AND STRATEGY STATEMENT

Consideration was given to the Treasury Management Policy and Strategy Statement. Cllr J Marshall asked whether the use of short-term investments in money markets had ever been considered, such investments being potentially more lucrative but also more labour intensive. The Town Clerk stated that LCC's policy had always been very conservative in such matters, and that while such investments had been discussed previously, there had never been an agreement to pursue them.

The Internal Auditor confirmed that the interest rate on LCC's main investment was currently 3.82%; Cllr Marshall to ascertain rates available via the avenues he suggested, and the matter to be further considered at a subsequent meeting of the Committee.

RECOMMENDATION TO COUNCIL: *That the council adopt the Treasury Management Policy and Strategy Statement 2025-2026, as contained in Appendix B to these Minutes.*

17. CAPITAL RESERVE

Consideration was given to the Town Clerk's agenda report, which set out the following:

1. Identify LCC's property assets that are most likely to incur maintenance costs to be funded from the capital reserve
2. The origin of the capital reserve and the reasons why it has reduced to its current level
3. The current and proposed content of LCC's Reserves Policy, the flexibility that the policy provides and the emerging advice from the Joint Panel on Accountability and Governance (JPAG) on appropriate levels of General Reserves (rather than 'earmarked reserves') for larger Parish councils
4. Establishing an average capital expenditure (adjusted for inflation in the construction sector), reviewing the peaks and troughs of capital expenditure, and setting an appropriate capital reserve level
5. How the desired level of capital reserve may be achieved
6. Next Steps/draft Reserves Policy

The Chair summarised the various elements of the report in turn, with discussion of each point being undertaken by the Committee. Cllr Marshall stated that it was the role of the Audit Committee to highlight the depleting Capital Reserve to Council, and it is then for Council to decide how it wishes to react to that situation over the coming years. The discussion led to the following:

RECOMMENDATIONS TO COUNCIL:

1. ***In light of JPAG advice in their most recent Practitioners Guide (which informs the External Auditors to whom LCC must by law submit its various financial details and other information as required annually), LCC to make a transfer from general revenue reserves to the earmarked capital reserve at the end of the current financial year, reducing general reserves from approximately 9 months of Net Revenue Expenditure (NRE) to approximately 6 months NRE, a transfer of £219,842.***
2. ***That a minimum capital reserve level be set at a figure that approximately matches the total sum of the two years of highest capital spend in the past 10 years, adjusted for inflation (currently approximately £860,000). A maximum level of capital reserve be set at an equivalent to 10% of the insurance value of the main LCC building assets (currently £1,711,638).***
3. ***That the above changes be incorporated into the draft Reserves Policy.***
[Town Clerk's Note: The Draft Reserves Policy, considered below and provided at Appendix C of these minutes, provides further detail]
4. ***That Council delegates authority to the Town Clerk, utilising professional services as necessary, to progress the completion of work schedules, tenders etc for the Guildhall roof repairs, in readiness for a fully costed proposal to be put before council at its budget setting meeting of January 2026.***
[Town Clerk's Note: This preparatory work will incur some costs not included within the 2025/26 R&R budget approved by Council in January 2025.]

18. RESERVES POLICY

Members considered the draft Reserves Policy and the proposed amendments following discussion of the previous item.

***RECOMMENDATION TO COUNCIL:* That the council adopt the Reserves Policy as contained at Appendix C to these minutes.**

19. AUDIT PLAN

The Committee considered the Audit Plan which set out the proposed work programme for the Internal Auditor for 2025/26.

***RECOMMENDATION TO COUNCIL:* That the Council adopt the Audit Plan as contained in Appendix D to these Minutes.**

20. APPOINTMENT OF INTERNAL AUDITOR

Members considered the provision of Internal Audit for the 2025/26 financial year. The Internal Auditor was thanked for his dedication and exceptional work during 2024/25.

***RECOMMENDATION TO COUNCIL:* That Graham Keatley be reappointed Internal Auditor for 2025/26.**

21. STRATEGIC RISK REGISTER – PROPOERTY MANAGEMENT

At the December 2024 meeting of Council, Councillor C Greatorex suggested that property management of the Council's buildings be documented separately on the Strategic Risk Register. The Town Clerk confirmed that this would be discussed at the next meeting of the Audit Committee as was requested at the time.

The matter *has been discussed* by the Committee previously, with specific reference to Darwin Hall (Audit Committee meeting of 6 June 2024). The Committee felt it would be appropriate to consider this matter at the next meeting, when the Strategic Risk Register is scheduled for review.

***RESOLVED:* That discussion of this matter be left an abeyance pending the overall review of the Strategic Risk Register at the June meeting of the Committee.**

22. DATE AND TIME OF NEXT MEETING

In the City Council's draft Calendar of Meetings as Wednesday 4 June, at 6.30pm. The Committee has previously expressed its preference that the meetings are held via 'Zoom'.

23. ANY OTHER BUSINESS

As Cllr Warfield, the only Conservative representative on the Committee, had experienced technical difficulties and been unable to join the meeting, the Chair asked the Town Clerk to contact the Leader of the Conservative Group to set out the discussions held, notably in regard to the capital reserve, and invite any queries that may arise from the Conservative Group prior to the council meeting on Monday 10 March. The Town Clerk confirmed that this would be actioned.

THERE BEING NO FURTHER BUSINESS THE MEETING WAS CLOSED AT 7.07pm

Lichfield City Council
Asset Register 2025/26

Samual Johnson Charitable Trust

Lichfield City Council - Asset Register Policy

1 Background

Local Councils must maintain an Asset Register to ensure fixed assets are appropriately safeguarded. This includes items of a capital nature where values tend to be high and which have a useful life of more than one-year (Governance and Accountability for Local Councils: A Practitioner's Guide (England) 2022, Section 5).

The Council's Financial Regulations (Duties of the RFO): To maintain the Council's register of property and assets as required by the Accounts and Audit Regulations 2015 (regulation 4(3)(b)).

2 Scope of Asset Register

- 2.1 To ensure transparency and reasonableness, the following items are **included** in the Council's Asset Register, whether purchased, gifted or otherwise acquired, together with their holding location
- Land and buildings held freehold or on long term lease in the name of the Council
 - Community assets
 - Vehicles, plant and machinery
 - Assets considered to be portable, attractive or of community significance
 - Other assets estimated or known to have a minimum purchase or resale value of £10,000
 - Long term investments, shares and loans made by the Council
 - assets held on trust
- 2.2 The values indicated in the Asset Register will inform the 'total fixed assets' section of the Annual Return with the exception of assets held on trust.
- 2.3 The following items fall outside the definition for inclusion and are therefore excluded from the Council's Asset Register:
- Land and buildings held on short term lease or rented
 - Land and buildings maintained or serviced, but not owned by the Council
 - Assets rented by or loaned to the Council
 - Stock items intended for resale
 - Stationery and other consumable items
 - Boundaries of land owned
 - Floor or land surfaces and drainage
 - Plants and trees
 - Assets with a purchase or resale value of less than £10,000 (other than items listed as for inclusion in the asset register)
 - Repairs
 - Cash, short term investments and other current assets
 - Intangible assets (e.g. Trademarks, internet domain names, contingent assets, broadcast rights)
 - 'negative' assets (e.g., Provisions, borrowings, creditors and contingent liabilities)
- 2.4 A separate section of the asset register will contain a schedule of disposals.

3 Valuation of Assets

- 3.1 Once recorded on the asset Register, the value must not change from year to year until disposal. *Concepts of depreciation and impairment adjustments are not appropriate for local councils* (Governance and Accountability for Local Councils: A Practitioners Guide -Section 5).

- 3.2 Assets must be valued by one of the following means based on available information.
- Ideally, apply the purchase price (net of VAT if VAT has been reclaimed)
 - Otherwise, apply the purchase price (gross of VAT if VAT has not been reclaimed or where the VAT status of the purchase is unclear).
- 3.3 When it is not possible to trace the purchase price of the asset the insurance valuation should be applied. As a last resort, a nominal value of £1 may be applied. The £1 valuation should also be used for assets gifted to the Council.
- 3.4 There is no guidance where land or buildings have been subject to substantial renovation and improvement to such an extent that the new market value bears no relation to the original purchase cost. To avoid renovation and improvement work being separately recorded on the asset register and in these exceptional circumstances only, a market value supplied by a qualified surveyor may be entered.

4 Procedure for updating the Asset Register

- 4.1 The start point is the Asset Register that has been agreed for the end of the previous financial year. The financial ledger should be reviewed for all purchases made during the year. A discussion should be held to identify any assets that have been gifted to the Council. Any new assets which fall in the categories stated at 2.1 above should be added to the Asset Register, with their values recorded at the purchase price (net of VAT if VAT is being reclaimed) or at £1 if gifted to the Council.
- 4.2 The financial accounts should also be reviewed for all assets sales
- 4.3 A 'stock take' of Asset Register items should occur to ensure they can be physically verified. Any asset which cannot be located should be removed from the Asset Register and recorded in the schedule of disposals.
- 4.4 The Asset Register, schedule of disposals and this policy will be reviewed annually by the Audit Committee and approved by Council.

5 The Asset Register and Insurance

- 5.1 For insurance purposes, the Asset Register includes a column to record the replacement value of each asset.
- 5.2 The Asset Register will be used to inform the insurers of Council assets. For the purposes of insurance, the value to be used is the replacement value of items and not the purchase price as per the asset register. The Council should ensure land and buildings are valued accurately for insurance purposes. Buildings should therefore be valued every five years (**last valuation October 2021**) to ensure the appropriate insurance is held.

6 Asset Disposal Procedure

- 6.1 Financial Regulations - In accordance with Financial Regulation 15.2 No property shall be sold, leased or otherwise disposed of without the authority of the Council, save where the estimated value does not exceed £1,000.
- 6.2 Value for money - The best value outcome to the Council must be a major consideration when disposing of assets. Disposal should be based on a fair market value for each item.
The price established should be based on:
- Current market value
 - Condition of the item
 - Age of the item
 - An assessment of the item.

- N.B. All data storage devices must be reformatted prior to disposal to delete any data they may contain.

6.3 Reasons for disposal - Items can be available for disposal because they are:

- Required to be disposed of under a particular policy
- No longer required due to changed procedures, functions or usage patterns
- Occupying storage space and not being needed in the foreseeable future
- No longer complying with health and safety standards
- Beyond repair but able to be scrapped

There should be a written reason for disposal to be considered by Town Clerk/Council. Special consideration should be given to items of potentially hazardous or pollutant items which are likely to have an impact on the environment.

6.4 Options for Disposal of Assets - Assets identified for disposal may be dispensed with using the following procedures listed below

- Sale by public tender
- Donated to a community service or organisation
- Scrap

Choice of the most appropriate disposal option will normally be influenced by the nature of the goods for disposal and market value.

6.5 Sale by tender - External tenders should be advertised using the appropriate channels and sealed bids sought. assets should be sold as seen and no warranty should be given or implied. and subject to the tenders opening committee procedures. Payment should be received in full prior to the equipment being released.

6.6 Sale to staff - Items cannot be purchased by staff/Councillors for the purpose of managing conflict of interest and fair offering.

6.7 Donations - Where the Council has determined the goods have no residual value, and where their disposal is therefore unlikely to produce sufficient revenue, it may authorise the donation of the goods to another organisation.

6.8 Scrap - Where items have negligible value or where the cost and time involved in managing the sale process would exceed the financial benefit, the equipment may be scrapped

6.9 Asset disposal and Asset Register - It is important that any asset disposals are correctly handled to ensure transparency and accountability. The Town Clerk/RFO is responsible for updating Council's asset register following the appropriately authorised asset disposal. All asset disposals will be recorded in the Asset Disposal Register for audit purposes.

Adopted: December 2022

Suggestions Revisions June 2025: None

Audit Committee: 4 June 2025 APPENDIX 3

LICHFIELD CITY COUNCIL FINANCIAL OUT-TURN REPORT 2024/25

The following notes explain the variations between the original budget and the actual year-end out-turn as detailed in the Accounts Summary table which follows

Note	Details
1	Parks and Footpaths Includes inflation linked Grounds Maintenance contract with LDC and reduced energy costs. Additional allotment, churchyard and other site maintenance included as evidenced in the various officer reports to council across the year.
2	Guildhall Includes significant reduction in energy costs against budget, additional lettings income, repairs to Guildhall lift, additional security costs and marriage licence renewal.
3	Community Centres Reduced costs against this budget head, helped in part by CIL awards for LCC owned Community Centres.
4	Markets Includes reduction in energy cost and NNDR, increase in miscellaneous lettings income.
5	Civic Includes underspend on Mayor and Sheriff allowances.
6	Grant Aid/Partnerships Includes increase in grants awarded – funded from reserves.
7	Arts/Tourism/Twinning Additional costs associated with changes to the Christmas Lights Switch On event following review with stakeholders and detailed to Council in April 2025. Contribution to Twinning Reserve detailed at point 14.
8	Johnson Birthplace Museum Includes above budget maintenance costs balanced by increased stock sales.
9	Democratic Services Contribution to election reserve detailed at point 14 – no spend on election costs during 24/25, invoices for the two by-elections held are awaited from LDC.
10	Investment Interest Interest rates on LCC accounts did not reduce as quickly as anticipated during 2024/25, and a higher than budget interest rate was secured on the reinvestment of council monies in January 2025.
11	Agency Additional sum received against budget from SCC for grass cutting.
12	Repairs and Renewals Below budget costs at Darwin Hall balanced by the need for lightning protection to be installed at Guildhall/Donegal House following insurer recommendation. Cabling upgrades in readiness for digital telephony, as included in the 2025/26 R&R budget, were largely completed and invoiced during 2024/25 due to contractor availability and are reflected in this out-turn

Note	Details														
13	Community Infrastructure Levy (CIL) In-year movement based on CIL receipts and spend.														
14	Total To/ (from) Balances <table> <tr> <td>- Contribution from Repairs and Renewals Capital Earmarked Reserve</td><td>£ (102,071)</td></tr> <tr> <td>- Contribution to CIL Earmarked Reserve</td><td>£ 10,377</td></tr> <tr> <td>- Contribution from Grant Aid Earmarked Reserve</td><td>£ (4,756)</td></tr> <tr> <td>- Contribution to Election Reserve</td><td>£15,000</td></tr> <tr> <td>- Contribution to Twinning Reserve</td><td>£17,000</td></tr> <tr> <td>- Contribution to General Reserve</td><td>£20,640</td></tr> <tr> <td>Total Transfer from Balances</td><td>£ (43,810)</td></tr> </table>	- Contribution from Repairs and Renewals Capital Earmarked Reserve	£ (102,071)	- Contribution to CIL Earmarked Reserve	£ 10,377	- Contribution from Grant Aid Earmarked Reserve	£ (4,756)	- Contribution to Election Reserve	£15,000	- Contribution to Twinning Reserve	£17,000	- Contribution to General Reserve	£20,640	Total Transfer from Balances	£ (43,810)
- Contribution from Repairs and Renewals Capital Earmarked Reserve	£ (102,071)														
- Contribution to CIL Earmarked Reserve	£ 10,377														
- Contribution from Grant Aid Earmarked Reserve	£ (4,756)														
- Contribution to Election Reserve	£15,000														
- Contribution to Twinning Reserve	£17,000														
- Contribution to General Reserve	£20,640														
Total Transfer from Balances	£ (43,810)														
	Transfer From General Reserve to Repairs and Renewals Capital Earmarked Reserve As per Reserve Policy adopted by council 10/03/2025: <table> <tr> <td>- Contribution to Repairs and Renewals Capital Earmarked Reserve</td><td>£207,127</td></tr> <tr> <td>- Contribution from General Reserve</td><td>£(207,127)</td></tr> </table>	- Contribution to Repairs and Renewals Capital Earmarked Reserve	£207,127	- Contribution from General Reserve	£(207,127)										
- Contribution to Repairs and Renewals Capital Earmarked Reserve	£207,127														
- Contribution from General Reserve	£(207,127)														

Employee costs: The overall employee costs totalling £599,049 are recharged across all the budget heads in the table below reflecting an overall increase in direct employee costs of £2,039.

Central administration: The overall administration costs totalling £209,752 are recharged across all budget heads in the table below, reflecting an increase in service costs of £10,790. This is largely attributable to spend on IT provision, including new computers where the existing provision was not compatible with the now completed upgrade to Windows 11.

SUGGESTED RECOMMENDATION TO COUNCIL:

- 1 ***The Report and Out-Turn Statement 2024/25 be received.***
- 2 ***The Council, acting in the capacity of sole Trustee of the Johnson Birthplace Charitable Trust, make a payment of £12,606 from the Trust Funds to the City Council as the contribution to the expenditure incurred by the City Council in operating the Museum during the 2024/25 financial year.***
- 3 ***In respect of the External Auditor Annual Return for the year ending 31 March 2025:***
 - a. ***The council approve the Annual Governance Statement (Section 1 of the Annual Return) and that this be signed by the Mayor and Town Clerk on behalf of the Council.***
 - b. ***The Council approve the Accounting Statements (Section 2 of the Annual Return) and this be signed by the Mayor on behalf of the Council***
 - c. ***The Council note the Annual Internal Audit Report section of the Annual Return***
 - d. ***The Council note the dates for the exercise of public rights - commencing on 11 June 2025 and ending on 22 July 2025.***

ACCOUNTS SUMMARY TABLE

This table summarises service area income and expenditure against budget for the financial year 2024/25 and provides the year-end out-turn.

The table shows:

Column 1 – 2024/25 Budget as agreed by Council on 22 January 2024

Column 2 – Actual spend during the 2024/25 financial year.

Column 3 – The variance between approved budget and actual spend for 2024/25.

Column 4 – The budget for 2025/26

Column 5 – Numbered explanatory notes.

Budget/Actual figures in red represent income.

Percentage figures in red (Variance 2024/25 column) represent variance worse than budget.

<u>Net Expenditure</u> SERVICE AREAS	BUDGET 2024/25	ACTUAL 2024/25	VARIANCE 2024/25	BUDGET 2025/26	Note
	£	£	%	£	
Parks and Footpaths	265,053	277,100	5%	273,982	1
Guildhall	153,425	146,525	-4%	141,786	2
Community Centres	14,335	11,311	-21%	15,199	3
Markets	2,948	-4,651	-258%	3,615	4
Civic	101,307	100,625	-1%	108,287	5
Grant Aid/Partnerships	54,755	60,070	10%	77,474	6
Arts/Tourism/Twinning	85,971	91,167	6%	90,478	7
Johnson Birthplace Museum	159,544	157,562	-1%	176,020	8
Democratic Services	153,566	141,796	-8%	176,067	9
Investment Interest	-55,110	-77,262	40%	-61,110	10
Loan Charges	0	0	0%	0	
Agency	-3,944	-12,228	210%	-3,100	11
TOTAL SERVICE COST	£931,850	£892,015	-4%	£998,698	
Repairs and Renewals	103,749	102,071	-2%	36,493	12
Community infrastructure Levy (CIL)	-5,364	-10,377	93%	-9,846	13
SUB TOTALS	£1,030,235	£983,710	-5%	£1,025,345	
PRECEPT	£939,900	£939,900	0	£998,698	
TOTAL To/(From) balances	(£90,335)	(£43,810)	-52%	(£26,647)	14

Further detail relating to these headline figures is provided in the Out-Turn analysis overleaf

OUTTURN 2024/25 ANALYSIS

<i>Net Expenditure</i>		BUDGET 2024/25 £	ACTUAL 2024/25 £	BUDGET 2025/26 £
SERVICE AREAS				
Parks and Footpaths				
Employee costs		39,669	39,805	42,939
Central administration		28,850	30,414	31,349
Contract repair/maintenance		144,780	145,154	149,510
Other repair/maintenance		42,544	56,759	42,724
Energy		12,470	8,171	10,720
Miscellaneous income		-1,660	-1,676	-1,660
Burial fees income		-500	-427	-500
Allotment rents		-1,100	-1,100	-1,100
Total		265,053	277,100	273,982
Guildhall				
Employee costs		100,420	100,763	108,698
Central administration		27,855	29,365	30,268
Repair/maintenance		16,720	25,590	16,800
Energy		41,600	17,759	25,930
Rates		8,740	7,627	8,650
Supplies and Services		25,580	32,476	26,510
Lettings		-67,490	-67,055	-75,070
Total		153,425	146,525	141,786
Community Centres				
Employee costs		7,351	7,376	7,957
Central administration		2,984	3,146	3,242
Boley Hall		1,000	-565	1,000
Curborough		1,000	564	1,000
Cruck House		1,000	0	1,000
Darwin Hall		1,000	790	1,000
Total		14,335	11,311	15,199
Markets				
Employee costs		51,880	52,057	56,156
Central administration		17,908	18,878	19,459
Repair/maintenance		2,310	1,846	2,310
Energy		4,820	3,229	5,300
Rates and Water		21,000	18,070	19,950
Supplies & Services		12,230	9,588	13,000
Misc. lettings		-14,300	-17,522	-15,020
Friday market income		-30,600	-31,971	-34,150
Saturday market income		-34,210	-30,260	-33,780
Farmers/Producers market income		-3,270	-3,425	-3,630
Tuesday market income		-24,820	-25,140	-25,980
Total		2,948	-4,651	3,615

<u>Net Expenditure</u>		BUDGET 2024/25	ACTUAL 2024/25	BUDGET 2025/26
SERVICE AREAS		£	£	£
Civic				
Employee costs		60,856	61,064	65,872
Central administration		22,881	24,121	24,865
Mayor's allowance		3,650	1,295	3,650
Sheriff's allowance		3,150	821	3,150
Supplies and services		2,600	4,222	3,100
Events		6,210	7,965	6,210
Mayor's Banquet		640	441	440
Sheriff's Ride		1,320	696	1,000
Total		101,307	100,625	108,287
Grant Aid/Partnerships				
Employee costs		5,667	5,686	6,134
Central administration		9,948	10,488	10,810
Grants to outside bodies		32,000	36,756	50,000
Grants for open Churchyards		7,140	7,140	10,530
Total		54,755	60,070	77,474
Arts/Tourism/Twinning				
Employee costs		30,839	30,944	33,381
Central administration		12,932	13,634	14,052
Arts/Culture/Tourism		4,760	1,983	4,535
Christmas Lights		37,540	48,306	38,510
Income		-100	-3700	0
Total		85,971	91,167	90,478
Johnson Birthplace Museum				
Employee costs		116,307	116,704	125,894
Central administration		15,917	16,780	17,296
Repair/Maintenance		4,200	7,745	4,370
Energy		7,520	5,813	8,270
Rates and Water		400	357	440
Supplies and Services		32,070	30,834	36,620
Promotion		2,000	640	2,000
Restoration		750	0	750
Stock for sale		3,000	3,990	3,000
Sales income		-10,980	-12,696	-10,980
Contribution from Birthplace Trust		-11,640	-12,606	-11,640
Total		159,544	157,562	176,020

Net Expenditure		BUDGET 2024/25 £	ACTUAL 2024/25 £	BUDGET 2025/26 £
SERVICE AREAS				
Democratic Services				
Employee costs		81,326	81,589	93,013
Central administration		51,730	54,536	61,834
Supplies and Services		1,910	1,802	2,060
Election costs		15,000	0	15,000
Newsletter		3,300	3,787	3,860
Member allowances/travel etc.		300	82	300
Total		153,566	141,796	176,067
Investment Interest				
Interest		-55,110	-77,262	-61,110
Total		-55,110	-77,262	-61,110
Agency				
Employee costs		2,924	2,934	3,165
Central administration		1,992	2,097	2,165
Contract repairs/maintenance		14,480	14,480	14,910
SCC Verge Income		-23,340	-31,739	-23,340
Total		-3,944	-12,228	-3,100
Total Service Costs		£931,850	£892,015	£998,698
Repairs and Renewals				
Employee costs		7,780	7,820	1,627
Central administration		5,969	6,292	866
Guildhall/Donnegal House		0	16,599	7,000
Samuel Johnson Birthplace		45,000	34,180	6,000
Parks and Footpaths		0	8,506	15,000
Community Centres		45,000	28,675	6,000
Total		103,749	102,071	36,493
community Infrastructure Levy(CIL)				
Expenditure		0	33,675	41657
Receipts		-5,364	-44,052	-51,503
Total		-5,364	-10,377	-9,846
Johnson Birthplace Charitable Trust				
Grant/Donations		-8,360	-9,371	-8,360
Admissions income		-3,280	-3,234	-3,280
Funding to LCC		11,640	12,606	11,640
Total		0	0	0
TOTAL		£1,030,235	£983,710	£1,025,345
PRECEPT		£939,900	£939,900	£998,698
TOTAL To/(From) balances		(£90,335)	(£43,810)	(£26,647)

<u>Net Expenditure</u>		BUDGET 2024/25	ACTUAL 2024/25	BUDGET 2025/26
SERVICE AREAS		£	£	£
NOTE-Internal Recharges				
Employee Cost				
Employee costs		597,370	599,409	646,610
Recharge to Services		-597,370	-599,409	-646,610
Total		0	0	0
Central Administration				
Employee costs		92,352	92,668	101,775
Central administration		0	0	0
Mileage Allowance		500	684	500
Professional Fees/Audit Fees		8,900	15,170	8,900
Office Rates/Water		10,410	10,197	10,370
Office Energy		21,550	9,058	13,080
Supplies & Services		29,010	41,879	37,230
Telephone/Postage		4,530	3,881	4,610
Subscriptions. Courses/Training		4,720	4,914	4,720
Insurance		32,800	37,272	40,826
Office Rent		-5,800	-5,929	-5,800
Miscellaneous Receipts		-10	-43	-10
Recharge to Services		-198,962	-209,752	-216,201
Total		0	0	0
Balances & Reserves				
Opening Balance		1,696,359	1,713,542	1,615,138
to/-from reserve		-90,335	-43,810	-26,647
Closing Balance		£1,606,024	£1,669,732	£1,588,491
Breakdown of Reserve				
Repairs/Renewals Reserve-Building		771,286	1,017,680	709,146
Grant Aid Reserve		8,789	4,033	4,033
Election Reserve		15,000	24,713	24,713
Twinning Reserve		17,000	17,000	17,000
CIL Reserve		121,597	126,027	114,408
General Revenue Reserves		672,352	480,279	719,191
Closing Balance		£1,606,024	£1,669,732	£1,588,491
Total Expenditure		1,320,135	1,353,713	1,376,643
Total income		-289,900	-370,002	-351,298
Net Expenditure		1,030,235	983,710	1,025,345
Precept		-939,900	-939,900	-998,698
TOTAL (To)/From balances		£90,335	£43,810	£26,647