

# MARLOW TOWN COUNCIL

Court Garden, Pound Lane, Marlow, Bucks, SL7 2AG

TO:

MEMBERS OF THE RESOURCES COMMITTEE:

**Councillor N Mityaeva- Chairman**

**Councillors D Brown, R Cadman, C Funnell, R Wilson**

A MEETING OF THE **RESOURCES COMMITTEE** WILL BE HELD ON **TUESDAY 22<sup>nd</sup> MARCH 2022 AT 7.00pm** IN THE TOWN COUNCIL OFFICE, COURT GARDEN, POUND LANE, MARLOW AND YOU ARE HEREBY SUMMONED TO ATTEND.

## **A G E N D A**

**Hilary Martin**  
Mrs Hilary Martin  
Town Clerk  
17.03.22

RC.32.21	Apologies for absence	
RC.33.21	Declarations of Interest	
RC.34.21	Minutes of the previous meeting dated 25.01.22	
RC.35.21	Information Reports	
	a) Accounts Paid	
	b) Investments Reports and Statements	
RC.36.21	Grants	DECISION
RC.37.21	Treasury Management Policy	DECISION
RC.38.21	Management Accounts	DECISION
RC.39.21	Date and time of next meeting: <b>Tuesday 3<sup>rd</sup> May 2022 at 7.00pm</b>	

Filming/Recording/Photographing at Meetings – please note that this may take place during the public part of the meeting.  
Notices are displayed in the meeting room.

## MARLOW TOWN COUNCIL

Court Garden, Pound Lane, Marlow, Bucks, SL7 2AG

MINUTES OF THE RESOURCES COMMITTEE MEETING HELD ON TUESDAY 25<sup>th</sup> JANUARY 2022 AT 8.100pm IN THE SEYMOUR ROOM, COURT GARDEN, POUND LANE, MARLOW.

**Present:**

**Acting Chairman  
Councillors**

**R Wilson  
D Brown  
C Funnell  
R Scott**

**Town Clerk  
Admin**

**Mrs H Martin  
Mrs D Abbott**

**RC.25.21 Apologies for absence**

Apologies were received from Cllr R Cadman and Cllr N Mityaeva.

**RC.26.21 Declarations of Interest**

Cllr R Wilson declared an interest with item RC.29.21 Grant application for Marlow Museum Centre Project.

**RC.27.21 Minutes of the previous meeting dated 09.11.21**

**RESOLVED:**

THAT THE MINUTES OF THE MEETING DATED 09.11.21 WERE AGREED AND SIGNED AS A TRUE RECORD

**RC.28.21 Information Reports**

a) Accounts Paid since the last meeting

Circulated to all members was the list of payments made since the last meeting.

b) Investments Reports and Statements

Circulated to all members were the following documents:

CCLA Public Sector Deposit Fund Statement December 2021

CCLA Local Authorities Properties Fund Prices and Dividend Yields December 2021

CCLA Investment Management Market Report December 2021

c) Water Leak at Hanging Hill Allotments

Following a significant increase in the water bill at Hanging Hill a specialist plumber was engaged and two significant leaks were discovered in the water pipe system that was installed some 8 years ago, both leaks have been successfully repaired

It was recommended that no draw on reserves is required to meet the unplanned expenditure of £2500 including the cost of the water leaked and the subsequent repairs. This expense will be met by the projected underspend in the overall 2021 budget.

d) Financial Regulations and Treasury Management Review

Circulated to all members were the following documents:

NALC Financial Regulations 2021 for England  
Marlow Town Council Treasury Management Policy

MEMBERS NOTED THE REPORTS AND THE WATER COST REFLECTED IN THE OCTOBER ACCOUNTS

**RC.29.21 Grants**

Completed Grant applications form had been received from the following organisations. The full grant applications were available on request.

	Funding agreed
➤ Rennie Grove Hospice Care	£ 500
➤ Marlow Museum Centre Project	£ 500*

\*grant value requested was £675-00

**RESOLVED:**

THAT MEMBERS DETERMINED THE GRANTS AS DETAILED ABOVE

**RC.30.21 Santander and NS&I Investments**

A working group of Cllr Mityaeva, Cllr Scott and the Town Clerk were tasked with reviewing the investments at Santander and NS&I.

The working group recommend that the investments at Santander of £68,437.08 and NS&I of £17,000 be moved to the Lloyds bank account whilst other investment opportunities are explored.

**RESOLVED:**

MEMBERS AGREED TO GIVE NOTICE AND MOVE THE SANTANDER BOND £68,437.08 AND NS&I SAVINGS £17,000 INTO THE LLOYDS BANK ACCOUNT.

**RC.31.21 Date and time of next meeting:**

Tuesday 22<sup>nd</sup> March 2022 at 7.00pm

Chairman ..... Date .....

**INFORMATION REPORTS**

**RC.35.21**

a) Accounts Paid since the last meeting

Attached as appendix A1 – 3 are the lists of payments made since the last meeting.

b) Investments Reports and Statements

Attached as appendix B1-B4 are the CCLA Public Sector Deposit Fund Statements and CCLA Local Authorities Properties Fund Prices and Dividend Yields at February 2022 and March 2022 respectively.

**MEMBERS ARE REQUESTED TO NOTE THE REPORTS**



Date	Type	Payee	Detail	Value
<b>CURRENT ACCOUNT</b>				
01/11/2021	DD	BCC	Cemetery Rates	83.00
01/11/2021	DD	Red Kite Housing	garage rent	70.16
01/11/2021	DD	Systems Architecture	MS Office 365x8	229.60
01/11/2021	SO	T Brindley	Gates opening Closing	155.00
04/11/2021	DD	BT	phone cloud BB mobile 29.09-16.11	298.60
12/11/2021	BP	HMRC	PAYE & NI Oct21	3269.95
18/11/2021	Bulkpay	Castle Water	water 01.08.21-31.01.22 allotments	2920.61
22/11/2021	Bulkpay	N Rowcliffe	sustainability consultant 11.10-11.11	1330.00
22/11/2021	DD	various	Netpay Nov21	10903.36
24/11/2021	DD	EONNEXT	elec chapel 01.10.21-31.10.21	9.66
24/11/2021	DD	EONNEXT	elec cemetery 01.08.21-31.10.21	45.24
24/11/2021	DD	EONNEXT	gossmore toilets 01.10.21-31.10.21	7.74
25/11/2021	BP	BCC	Pension Nov21	3744.52
26/11/2021	DD	Autolease	van 07.10.21-06.11.21	289.79
29/11/2021	DD	EONNEXT	office gas on account payment	39.00
30/11/2021	BPNov21	4Front Security	toilet lock up Gossmore, Security Patrols Oct&Nov21	5796.00
30/11/2021	BPNov21	Aries Entertainment	6 Artists for SOS	1290.00
30/11/2021	BPNov21	Automotive Engineers	van work	225.60
30/11/2021	BPNov21	B&MKALC	YE audit Katherineine, Godd councillors guide	45.00
30/11/2021	BPNov21	Castle Water	water 01.09.21-28.02.22 allot	119.67
30/11/2021	BPNov21	Castle Water	water 01.09.21-28.02.22 allot	160.86
30/11/2021	BPNov21	Castle Water	water 01.09.21-28.02.22 cemetery	73.72
30/11/2021	BPNov21	Chiltern Mains	fix water leak at alot	1021.56
30/11/2021	BPNov21	Cliveden Conservation	War Memorial	420.00
30/11/2021	BPNov21	Colourific Solutions Ltd	christmas design & print	269.40
30/11/2021	BPNov21	Cooleraid	water oct21	16.97
30/11/2021	BPNov21	Cracking IT	Cracking IT - 6 tickets for IT	309.00
30/11/2021	BPNov21	DCC All Saints	room hire for CoC	47.00
30/11/2021	BPNov21	Fluency	PR Fees Nov21	300.00
30/11/2021	BPNov21	Four Seasons	tree pit Marlow High Street	480.00
30/11/2021	BPNov21	J Hillsden	ashes grave dig Oct21	360.00
30/11/2021	BPNov21	Marlow Camera Club	Grant	250.00
30/11/2021	BPNov21	Mini skips	skip hire x2 periods	564.00
30/11/2021	BPNov21	Mustoo	4 A1 posters, desk diaries & 1000 remembrance booklets	408.34
30/11/2021	BPNov21	N Bisson	caseway tech services remembrance	750.00
30/11/2021	BPNov21	Paul Merchant	web hosting oct21&nov21	100.00
30/11/2021	BPNov21	Pink Affinity	payroll & bookkeeping oct21	1260.00
30/11/2021	BPNov21	Platts	van deisel & equip fuel	131.51
30/11/2021	BPNov21	R Scott	remembrance travel at Marly le Roi	193.51
30/11/2021	BPNov21	Round & About	marlow bourne end half page ad Christmas	289.80
30/11/2021	BPNov21	TBS Hygeine	dog bins oct21	252.00
30/11/2021	BPNov21	Window Flowers	winter21spring22	6600.00
30/11/2021	BPNov21	Yorkshires	cleaning, Gossmore toilets and fountain	652.42
30/11/2021	DD	BT	rental charges 01.11.21-31.01.22	57.20
30/11/2021	FPI	STRIPE	Stripe Fees Nov21	36.62
30/11/2021	SO	T Brindley	Gates opening Closing	155.00

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**46,031.41**
**IMPREST ACCOUNT**

01/11/2021	debit card	Amazon	2 x grave vase x4, Tyvek wristbands	32.85
01/11/2021	debit card	Poster my Wall	design inc chgs	2.25
02/11/2021	debit card	Meadow Bank	yellow rattle seed	48.50
05/11/2021	debit card	Amazon	laminating pouches	29.85
08/11/2021	debit card	Amazon	4 x 8m christmas roll, masking tape	23.57
08/11/2021	debit card	Screwfix	cable ties	7.28
09/11/2021	debit card	BCC	parking suspension	15.00
09/11/2021	debit card	Screwfix	cable ties	17.28
10/11/2021	debit card	Amazon	hot chocolate & coffee	17.76
11/11/2021	debit card	Sainsburies	goods for mock election	48.95
11/11/2021	debit card	WH Smith	card for 100 year old	9.37
12/11/2021	debit card	Amazon	rechargeable lumious LED arm band, storage boxes & battery tealigt	58.17
12/11/2021	debit card	Woo Events	coffees for meeting	8.30
15/11/2021	debit card	Amazon	phone screen protectors	3.99
15/11/2021	debit card	M&S	long service award	19.00
15/11/2021	debit card	Whitbread	coffees remembrance	30.00
16/11/2021	debit card	The Flower Studio	staff welfare	30.00
17/11/2021	debit card	Amazon	3 x thank you cards & thankyou gift	16.54
17/11/2021	debit card	Starwberry Grove	thanks you gift	14.00
18/11/2021	CQ001300	Mr Hopper	refund allotment rent	33.00
18/11/2021	debit card	BCC	parking suspension	30.00
18/11/2021	debit card	Burgers	Thank you gift	9.90
18/11/2021	debit card	Four State	thank you gift	21.15
18/11/2021	debit card	Woo Events	coffees for meeting	9.75
22/11/2021	debit card	4Imprint	mini pensils for mock election	178.74
22/11/2021	debit card	Amazon	wrapping paper, biodegradable tableware, heavy duty black sacks	36.77
23/11/2021	debit card	Four State	vouchers x5 for sustainable marlow survey	100.00
24/11/2021	debit card	BCC	parking suspension	15.00
24/11/2021	debit card	D&J News	paper to 20.11.21	55.30
25/11/2021	debit card	The Chequers	out of hours working for officers	46.00
26/11/2021	debit card	Sainsburies	subsistence	26.55
26/11/2021	debit card	Woo Events	subsistence	19.75
29/11/2021	debit card	Compleat Angler	Switch on costs	249.00
29/11/2021	debit card	The Chequers	VIP reception - champagne	360.00
30/11/2021	debit card	Amazon	sellotape & biscuits	26.47

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**1,650.04**

PETTY CASH

Appendix A1



	<u>Date</u>	<u>Type</u>	<u>Payee</u>	<u>Detail</u>	<u>Value</u>
<b>CURRENT ACCOUNT</b>					
	01/12/2021	DD	BCC	cemetery rates	83.00
	01/12/2021	DD	Red Kite Housing	garage rent	70.16
	01/12/2021	DD	Shire Leasing	Avaya SIP Telephone system	129.37
	01/12/2021	DD	Systems Architecture	MS Office 365x8	229.60
	02/12/2021	BP2Nov21	ARD	Riley Rec replacement work, ladder insp Seymour, Nov21 insp	6319.20
	02/12/2021	BP2Nov21	Continental Landscapes	GM core Dec21	6235.31
	03/12/2021	BP	Sparkx	hire of lights 2/5 & installation cost	24591.60
	06/12/2021	DD	BT	phone, cloud, BB & mobile 01.11.21-16.12.21	141.07
	08/12/2021	Bulkpay	Aries Entertainment	Paid twice refunded 09.12.21	1290.00
	08/12/2021	Bulkpay	Sparkx	re-source trees from nearby feeder	1500.00
	09/12/2021	DD	Marlow United Charies	Grant	1500.00
	14/12/2021	BP	HMRC	PAYE/NIC NOV21	3104.92
	17/12/2021	DD	Thames Water	chiltern allotments water 19.08.21-26.11.21	5.57
	21/12/2021	BP	N Rowcliffe	sustainability consult 11.11.21-10.12.21	1287.00
	21/12/2021	DD	EONNEXT	chapel elc 01.11.21-30.11.21	271.68
	21/12/2021	DD	EONNEXT	Gossmore toilets elc 01.11.21-30.11.21	7.52
	21/12/2021	DD	various	PAYROLL DEC21	10871.11
	24/12/2021	DD	Autolease	van rental 07.11.21-06.12.21	289.79
	29/12/2021	BP	BCC	pension dec21	3744.52
	29/12/2021	DD	EONNEXT	EON - Office Gas on account payment	39.00
	30/12/2021	SO	T Brindley	gates opening closing	155.00
	31/12/2021	BPDec21	ARD	inspection dec21	174.60
	31/12/2021	BPDec21	Arriva	hire open top bus SOS	445.00
	31/12/2021	BPDec21	Continental Landscapes	GM core work Nov21	6235.31
	31/12/2021	BPDec21	Cooleraid	water nov21	33.94
	31/12/2021	BPDec21	Court Garden Leisure	room hire 16.11.21 drinks etc	425.00
	31/12/2021	BPDec21	Cracking IT	security on emails	84.00
	31/12/2021	BPDec21	FX Live	SOS equip crew & transport balance	661.68
	31/12/2021	BPDec21	Hunts of Marlow	various hardware	16.20
	31/12/2021	BPDec21	Konica	usage 09.09.20-08.12.20, 09.06.21-22.10.21	393.59
	31/12/2021	BPDec21	Mini skips	1 skip hire	282.00
	31/12/2021	BPDec21	Mustoo	600 Carols booklets, 3 A5 diaries, labels	371.74
	31/12/2021	BPDec21	Pink Affinity	payroll & Bookkeeping Nov21	1072.80
	31/12/2021	BPDec21	Platts	equip fuel, van deisel Sep21 & Nov21 & jetwash	297.15
	31/12/2021	BPDec21	R Watts	treeworks cemetery	216.00
	31/12/2021	BPDec21	St Johns Ambulance	SOS first aid	240.00
	31/12/2021	BPDec21	TBS Hygeine	dog bins 05.11.21-26.11.21	201.60
	31/12/2021	BPDec21	WWFC	stewards and barriers for Remembrance, security & road closures	2005.20
	31/12/2021	BPDec21	Yorkshires	cleaning & black sacks, Gossmore toilets, fountain clean	598.66
	31/12/2021	FPI	STRIPE	charges dec21	27.39
					<b>75,647.28</b>
<b>IMPREST ACCOUNT</b>					
	01/12/2021	debit card	Amazon	voucher - long service award	200.00
	06/12/2021	debit card	Amazon	glue, hand towels, jubilee clamps, sand paper	65.35
	06/12/2021	debit card	Amazon	masterlock combination padlock, toilet roll	87.28
	06/12/2021	debit card	Amazon	milk choc xmas tree baubles, combination lock, glue	69.00
	06/12/2021	debit card	Light bulbs direct	bulbs for office	53.60
	07/12/2021	debit card	Amazon	Jubilee hose clip	11.96
	08/12/2021	debit card	Amazon	notebooks	29.98
	09/12/2021	debit card	Amazon	combination locks, hand towels	37.68
	10/12/2021	debit card	Amazon	20 garden waste sacks, combination lock	107.49
	13/12/2021	CQ001301		Foxes Piece - prize money	50.00
	13/12/2021	CQ001302		Hanging Hill - prize money	50.00
	15/12/2021	debit card	WH Smith	stationery	8.91
	15/12/2021	debitcard	Sainsburies	chocs for Carols on Causeway	30.00
	17/12/2021	debitcard	Sainsburies	drink & mince pies for carols on the causeway	121.85
	20/12/2021	debitcard	Amazon	hand sanitiser	12.99
					<b>936.09</b>
<b>PETTY CASH</b>					
			PC to 16.12.21	key refund	14.00
			PC to 16.12.21	meeting costs	30.80
			PC to 16.12.21	staff welfare	0.50
			PC to 16.12.21	switch on costs	13.23
					<b>58.53</b>

Appendix A2



<u>Date</u>	<u>Type</u>	<u>Payee</u>	<u>Detail</u>	<u>Value</u>
<b>CURRENT ACCOUNT</b>				
04/01/2022	DD	BT	phone,cloud voice,BB & Mobile 01.12.21-16.01.22	164.58
04/01/2022	DD	Bucks CC	cemetery rates	83.00
04/01/2022	DD	Red Kite Housing	garage rent	70.16
04/01/2022	DD	Systems Architecture	MS Office 365x8	229.60
10/01/2022	BP	HMRC	PAYE&NIC Dec21	3261.10
17/01/2022	DD	SSE	chapel elec 26.08.21-30.11.21	88.88
21/01/2022	BP	N Rowcliffe	sustainability 11.12.21-10.01.22	1330.00
21/01/2022	DD	Autolease	van rental 07.12.21-06.01.22	289.79
21/01/2022	DD	EON	gossmore elec 01.12.21-31.12.21	7.76
21/01/2022	DD	EON	chapel elec 01.12.21-31.12.21	266.75
21/01/2022	DD	Various	Payroll netpay Jan22	10739.42
25/01/2022	BP	Bucks CC	pension jan22	3744.52
26/01/2022	BP	Continental Landscapes	core work Dec21	6235.31
28/01/2022	DD	EON	on account Office gas	39.00
28/01/2022	BPJan21	4Front	security patrols Dec21	2862.00
28/01/2022	BPJan21	ARD	january inspections	174.60
28/01/2022	BPJan21	BMLALC	Good councillors guide x12	60.00
28/01/2022	BPJan21	Bucks CC	office rent 01.01.22-31.03.22, local bus contribution 21/22	9953.95
28/01/2022	BPJan21	Fluency	PR fees dec21&Jan22	600.00
28/01/2022	BPJan21	J Hillsden	Ashes grace dig	264.00
28/01/2022	BPJan21	Marlow Comm Assoc	2022 affiliation fee	20.00
28/01/2022	BPJan21	Marlow Town Band	band services for 14.11.21, carols on causeway 20.12.21	500.00
28/01/2022	BPJan21	Mini Skip	cemetery skip	282.00
28/01/2022	BPJan21	Pink Affinity Ltd	Payroll & bookkeeping Dec21	679.39
28/01/2022	BPJan21	Platts	van deisel & equip fuel	98.65
28/01/2022	BPJan21	SLCC	practitioners conference 15-17.02.22	90.00
28/01/2022	BPJan21	St Johns Ambulance	20.12.21 Carols on the Causeway First Aid	120.00
28/01/2022	BPJan21	TBS Hygeine	dog waste 03.12.21-31.12.21	252.00
28/01/2022	BPJan21	TV Police	PCSO 01.10.21-31.12.21	4740.00
28/01/2022	BPJan21	WWFC	carols on the causeway stewards	384.00
31/01/2022	SO	T Brindley	gates opening closing	155.00
31/01/2022	fees	STRIPE	jan22 stripe fees	21.58
				<b>47,807.04</b>
<b>IMPREST ACCOUNT</b>				
06/01/2022	debit card	Nationwide Bark	bark for play areas	169.99
06/01/2022	debitcard	Amazon	drip tray	23.43
06/01/2022	debitcard	Trade UK	Screwfix bits	113.97
06/01/2022	debitcard	Urban Hygeine	graffiti remover spray	34.93
07/01/2022	debitcard	Amazon	ready mix screen wash	6.99
07/01/2022	debitcard	Celebrate Balloons	switch on balloons for bus	100.00
13/01/2022	debit card	Castle Water	seymour court water 01.10.21-12.12.21	21.79
14/01/2022	debit card	Timberstore	100 pegs allotment	132.00
14/01/2022	debitcard	Amazon	toilet roll dispenser, black spray & grass lawn seen	82.14
14/01/2022	debitcard	Workwear	cargo trousers & fleece jacket	118.34
17/01/2022	debitcard	Amazon	toilet roll	38.00
17/01/2022	debitcard	Burgers	coffee for meeting	6.80
19/01/2022	debitcard	Amazon	permanent markers	22.69
20/01/2022	debitcard	Amazon	20 garden jumbo sacks	68.99
25/01/2022	debit card	Castle Water	Water Gossmore toilets and late payment charges	128.55
28/01/2022	debitcard	Amazon	hot chocolate	23.00
28/01/2022	debitcard	Burgers	coffee for meeting	6.50
31/01/2022	debitcard	Amazon	letter stencils for painting	7.60
31/01/2022	debitcard	Wix.com	domain sustainablemarlow.org 25.02.22-25.02.23	12.46
				<b>1,118.17</b>

**STATEMENT**

[REDACTED]  
Marlow Town Council  
Court Garden  
Pound Lane  
MARLOW  
Buckinghamshire  
SL7 2AG  
UK

CLIENT: MARLOW TOWN COUNCIL

ACCOUNT NAME:

ACCOUNT NUMBER: [REDACTED]

Statement at 28 February 2022

Date	Description	Value of shares sold £	Value of shares bought £	Balance of shares held £	Share Class
01/02/22	Brought Forward			204,295.96	
01/02/22	Dividend reinvested		28.69	204,324.65	4
28/02/22	Carried Forward			204,324.65	4

Statement of Dividends paid during the month to 28 February 2022

Date	Receiving Account	Amount Paid £
01-02-22	Dividend reinvested	28.69

From May 2020, prices and yields for CCLA's Funds will no longer appear in the Financial Times. To view the fund prices and yields, please visit [www.ccla.co.uk](http://www.ccla.co.uk)



**The Local Authorities' Property Fund**  
**Prices and Dividend Yields**



End of	Feb-22	Jan-22	Dec-21	Nov-21	Oct-21	Sep-21	Aug-21	Jul-21	Jun-21	May-21	Apr-21	Mar-21
Offer Price p	357.84	354.32	352.22	344.26	339.68	335.31	331.68	328.54	324.18	319.93	314.43	313.45
Net Asset Value p	335.21	331.92	329.95	322.49	318.20	314.11	310.71	307.77	303.69	299.70	294.55	293.63
Bid Price p	330.02	326.77	324.83	317.49	313.27	309.24	305.89	303.00	298.98	295.06	289.98	289.08
Dividend~ on XD Date p			2.87			2.69			2.87			2.98
Dividend* - Last 12 Months p	11.41	11.41	11.41	12.28	12.28	12.28	12.69	12.69	12.69	12.63	12.63	12.63
Dividend Yield on NAV %	3.40	3.44	3.46	3.81	3.86	3.91	4.08	4.12	4.18	4.21	4.29	4.30
Fund Size £m	1392.8	1379.0	1370.5	1336.7	1313.6	1296.7	1282.5	1270.4	1232.9	1232.9	1211.6	1202.9

\* The Dividend is paid gross and is after all charges

**Risk Warning**

Please remember that the value of units and the income from them can fall as well as rise and an investor may not get back the full amount invested. Past performance is no guarantee of future returns. The Property Fund's unit value will reflect fluctuations in property values and rents. The units are intended only for long-term investment and are not suitable for money liable to be required to be spent in the near term. They are realisable only on each month end valuation date and a period of notice may be imposed for the redemption of units.

Source: CCLA

**CCLA Fund Managers Limited**

Senator House  
 85 Queen Victoria Street  
 London EC4V 4ET  
 Telephone: 0800 022 3505  
 www.ccla.co.uk

CCLA is Authorised & Regulated by the Financial Conduct Authority.

## The Local Authorities' Property Fund Statement of Account

31 December 2021

  
 Marlow Town Council  
 Court Garden  
 Pound Lane  
 MARLOW  
 Buckinghamshire  
 SL7 2AG  
 UK

In order that the Fund can continue to pay distributions gross of tax, unit holders are required to inform the Manager promptly if their tax status changes.

**Client Name:** MARLOW TOWN COUNCIL

**Account Number:** 

### Statement of unitholding held on 31 December 2021

Date	Description	Cost/Proceeds £	Price per unit p	Number of units	Total unitholding
01/10/21	Brought Forward				61,662.00
31/12/21	Carried Forward				61,662.00

On 31 December 2021 the mid market value (net asset value) of one unit in the Fund was 329.95 pence and the bid market value of one unit was 324.83 pence giving your investment at that date a mid market value of £ 203,453.77 and bid market value of £ 200,296.67.

From May 2020, prices and yields for CCLA's Funds will no longer appear in the Financial Times. To view the fund prices and yields, please visit [www.ccla.co.uk](http://www.ccla.co.uk)

### Advice of management expenses for the period to 31 December 2021

For Period Ended	Number of units held	Expenses per unit p	Total Expenses £
31/10/21	61,662.00	0.173400	106.92
30/11/21	61,662.00	0.169300	104.39
31/12/21	61,662.00	0.177700	109.57
			320.88

### Statement of dividends for the period to 31 December 2021

For Period Ended	Number of units held	Gross per unit p	Gross Distribution £	Expenses Paid £	Amount Payable £
31/10/21	61,662.00	1.100400	678.53	106.92	571.61
30/11/21	61,662.00	1.152300	710.53	104.39	606.14
31/12/21	61,662.00	1.141700	704.00	109.57	594.43
			2,093.06	320.88	1,772.18

The dividend payment of £1,772.18 for the period will be paid to the nominated bank account, reference Marlow Town Council on 31/01/2022

Senator House, 85 Queen Victoria Street, London EC4V 4ET  
Freephone. 0800 022 3505

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# CCLA INVESTMENT MANAGEMENT LTD

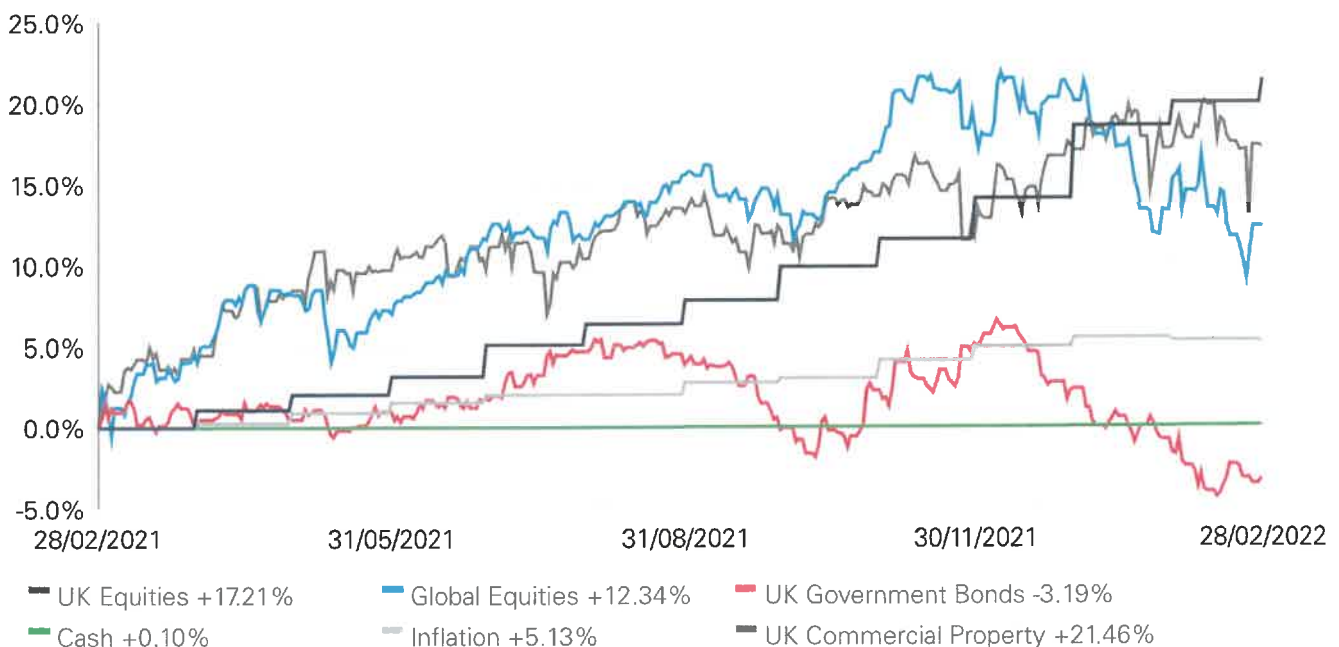
## MARKET REPORT FEBRUARY 2022

CCLA

### Headlines

- A volatile period for equity markets
- Bond markets lost ground as inflation expectations became more entrenched
- UK commercial property transaction volumes were high and prices advanced further

### Investment market returns over the past year



Source: Bloomberg as at 28 February 2022

### Market Review

Global equity markets had a difficult month. Having initially shown signs of stabilisation after the downturn which followed January's monetary policy surprises, in the second half of February investors were unsettled by an alarming escalation of tensions in Ukraine, resulting in a second consecutive month of negative returns in most markets.

The global index returned -2.59% to a sterling-based investor. Of the major global markets, Europe suffered most from investors' response to the Ukraine conflict with returns for the month of -3.91%, while the dominant US market returned -2.64%. The UK market, in which oil & gas majors and mining businesses are heavily represented, fared better than many and stayed almost flat at -0.03% for the month as rising prices for oil and other commodities gave support for those companies.

Elsewhere, Australia – which is also home to a high proportion of energy and extractives companies – was among the best performers with +6.21% to a sterling-based investor, although more than half of this was due to currency movement. There were other bright spots among individual emerging markets: Brazil and South Africa both had positive returns of just over 5%, though again with part of this coming from currency movement. Sterling also weakened slightly against the US dollar, the euro and the yen.

Looking at the year to date, at a global level negative returns in sterling terms have reached -6.49%, with the UK the only major market to remain in positive territory over two months, albeit a marginal one at +0.11%.

However the major distinction between winners and losers since the beginning of the year has been not geography but style, with 'growth' stocks out of favour relative to 'value'. Shares whose prices depend most heavily on the perceived current value of future earnings suffered most in response to signals that interest rates could well rise sooner and faster than previously anticipated. In the US, for example, growth stocks have delivered -11.72% year to date, as against -3.33% for the value index.

UK government bonds also lost ground over the month. Despite some support from 'safe haven' demand, the yield on the 10-year gilt rose from 1.22% to 1.42%. Because bond prices move inversely to yields, total returns were negative. Government bonds lost -1.46% over the month, although faring better than corporate bonds which lost -2.16%. Longer dated bonds, which are more sensitive to interest rate expectations, were weaker than those approaching maturity.

B4

The commercial property sector has had a strong start to the year with transaction volumes significantly above trend levels and yields across the majority of sub-sectors lower than at the same time in 2021. Shopping centres was the only sub-sector to weaken; everywhere else yields at least held steady and in most cases, were lower than a year ago. Even high street retail saw some benefit from improved sentiment, though the biggest gainers were in industrial/distribution properties, and retail warehouses.

Commodity prices were broadly higher, including some sharp rises in response to the risk of disruption caused by Russia's invasion of Ukraine. Brent crude oil, wheat and palladium all ended the month markedly higher on supply concerns. Gold, traditionally a safe haven asset, also made strong gains.

## Economic Developments

The prospect of significantly and persistently higher inflation continued to dominate investors' thinking. Concerns about the potential for the Ukraine crisis to further disrupt global supplies of key commodities added to the volume of data and debate on the pace of economic growth, the rate of price rises and the monetary policy response from central banks

In the **UK**, newly released estimates indicated that the economy grew by 1.0% in the final quarter of 2021, the same rate as the previous quarterly increase. This still left GDP 0.4% below its pre-pandemic level, as seen in Q4 2019. The largest positive contribution to the latest quarterly growth figure came from household consumption. Disappointingly for those looking for signs of improvement in economic productivity, business investment is even further from recovering to pre-pandemic levels. Despite growth of 0.9% in the final quarter of 2021, business investment is still 10.4% below the corresponding period in 2019. The pace of recovery in manufacturing also remained subdued, with the PMI measure of business activity standing at 57.3 in February, unchanged from January (anything above 50 represents growth, below that represents contraction). Staff absences due to Covid-19 and shortages of candidates to fill vacancies were reported to be the main constraints on production growth in February. The services sector enjoyed a stronger month with a PMI of 60.8 in February, up from 54.1 in January as the loosening of pandemic measures boosted business services as well as spending on travel, entertainment and leisure. Despite the ending of the UK's furlough scheme the labour market, as measured by the unemployment rate, continued to recover with the rate reported for the period October-December 2021 of 4.1%. That was just 0.1% higher than the pre-pandemic rate.

However there was worrying news for consumers, business and policy makers with the release of the latest UK inflation data which showed that consumer prices had risen by 5.5% in the twelve months to January 2022, up from the 5.4% annual increase reported for December and the highest level for 30 years. The increase in energy costs for both motor fuel and domestic electricity and gas supplies was the single biggest contributor, boding ill for the second quarter of 2022 when the energy price cap for domestic supplies will again rise significantly. Most observers believe that the rate of inflation should peak sometime in mid-2022 but it that it will remain well above the Bank of England's target rate for some time. This will leave the Bank's Monetary Policy Committee with little option but to proceed with its programme of tightening through higher interest rates and the withdrawal of quantitative easing. Leading figures at the Bank have however been signalling that, mindful of the potential hardship that tighter monetary policy could inflict on consumers and the economy, they will look to proceed with caution. Market expectations are currently that while further rate rises may come sooner rather than later, these will be modest in scale and the Bank's official rate by the end of 2022 may be no higher than 1%.

In **Europe** inflation was also in focus, with indications from the ECB that interest rate rises could begin in 2022, earlier than previously signalled. However as in the UK, the main driver of the Eurozone's headline inflation rate of 5.1% in January was the sharp increase in energy prices. The core annual inflation rate, which strips out volatile items such as energy and food costs, was just 2.3%, down from 2.6% in December. Conscious that higher interest rates could simply stifle the region's already weak economic growth while failing to ease the pain of higher energy and food prices, the ECB may choose to hold back on rate rises and be content for the time being on its previously announced plans for quantitative tightening.

In the **US**, by contrast, economic growth is strong. The latest employment data showed further signs of potential overheating in the labour market, contributing to a rise in the core rate of inflation reported for January to 5.2% (the headline rate was 6.1%). Despite the uncertainty of possible economic impacts from the Ukraine crisis, the US Federal Reserve appears to be set to proceed as planned with a first interest rate increase in March, while markets are factoring in further quarter-point increases in the coming months to a possible 1.75% by the end of 2022.

Elsewhere, economic growth forecasts for **Japan** faltered in the face of the Omicron variant; however the expectation that this effect may be short lived, together with the international shift towards higher policy rates led to speculation that the Bank of Japan could soon seek to move out of negative rate territory. **China**, meanwhile, sought to support growth with carefully targeted stimulus measures designed to support economically beneficial infrastructure such as social housing, without easing the pressure on the private property sector.

## Summary

Volatility in equity markets can be expected to continue in the face of fast moving developments in the Russian invasion of Ukraine. Overall, if the conflict does not cause so much economic damage as to result in global recession, equity investors still have grounds to expect positive returns in 2022 – but on a more modest scale than in recent years. Fortunes will not be evenly spread, with some markets and individual businesses more exposed to cyclical and geopolitical risks than others.

Fixed interest markets, meanwhile, will remain vulnerable to the clearly established direction of policy in favour of tighter liquidity and higher interest rates.

CCLA INVESTMENT MANAGEMENT LTD

**Senator House, 85 Queen Victoria Street, London EC4V 4ET**  
Client Service T: 0800 022 3505  
www.ccla.co.uk

**Mansfield Traquair Centre, 15 Mansfield Place,  
Edinburgh EH3 6BB**

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B4

## GRANTS

RC.36.21

Completed Grant applications form have been received from the following organisations. The full grant applications are available on request.

Extracts are attached as appendix C1-2

### Funding Request

- |                                      |         |
|--------------------------------------|---------|
| ➤ Dementia Action Marlow             | £ 800   |
| ➤ Marlow Methodist Church & Ark Cafe | £ 4,000 |

### RECOMMENDED:

THAT MEMBERS DETERMINE THE GRANTS AS DETAILED ABOVE



# MARLOW TOWN COUNCIL

## Annual Grant Application for 2022-23

<b>NAME OF ORGANISATION</b>	<b>Membership</b>
DEMENTIA ACTION MARLOW	100 plus
<b>Official / Registered Address of the Organisation</b>	
[REDACTED]	
<b>Address to which correspondence should be sent if different from above</b>	
[REDACTED]	
<b>Contact details of the person completing this application</b>	
Contact name	[REDACTED]
Position held	TREASURER
Daytime telephone number	[REDACTED]
Email address	[REDACTED]
When was your organisation established? June 2020	
<b>What is the legal status of your organisation?</b> following	<b>please tick one of the</b>
a) unregistered voluntary or community organisation	<input type="checkbox"/>
b) registered Charity in England or Wales	<input checked="" type="checkbox"/>
c) waiting to be registered as a Charity	<input type="checkbox"/>
d) charity recognised by HMRC in Scotland or Northern Ireland	<input type="checkbox"/>
e) exempt / excepted Charity registered in England and Wales	<input type="checkbox"/>
Registered Charity No. (if applicable) 1197610	
<b>PROJECT</b>	
<b>Project Description</b>	
<p>We are now a registered charity who have been operating in Marlow for over a year We have just been awarded the Pride of Bucks Award and feel quite humble &amp; honoured to receive this award. Our aims are still the same:-</p> <ul style="list-style-type: none"> <li>To facilitate social interaction by making regular contact.</li> <li>Provide a voice for the people living with dementia and their carers.</li> <li>Enabling and encouraging friendships between people in similar situations through our gatherings.</li> <li>Provide up to date information and support.</li> </ul>	

Appendix C1

**Project Background**

What our constitution says

'For the public benefit, to preserve and protect good health and wellbeing among people with dementia their families and carers in Marlow and the surrounding area particularly, but not exclusively through the provision of a website and regular meetings providing opportunities for social interaction, information, practical and emotional support, help and advice'

The group was started mainly to be a voice for the people living with dementia and their carers. This we are doing and at present are campaigning to have Admiral Nurses here in Marlow. The action in our name was intended to be used as no action at the time was seen to exist in our area. We have continued to meet through the difficult Covid times either outdoors or through zoom or face to face when allowed within the Covid rules. Also contact on the telephone for anyone not able to join the meeting. We now meet twice weekly as the numbers are increasing. We have produced information packs which helps provide pathways for people living with dementia and their carers. We hope to provide easier access to health and social services in the Marlow area.

**Project Benefits in relation to Marlow, it's residents and visitors**

We arrange various outings and as some of our dementia friends are not able to drive now and need help in getting to and from our meetings, for this we need to arrange transport. We are hoping to provide a minibus, ideally to share with another local charity. We also plan to provide better facilities to host our friends meetings as our numbers are increasing quite rapidly. Ideally we would like to have more permanent premises to provide a regular service for our dementia friends and their carers as we are finding their is a need for this on a frequent basis.

Total cost of project

£ 5000

Grant request total

£ 800

**EQUAL OPPORTUNITIES**

Equal Opportunities seek to help all people receive fair and equitable access to the services our organisations provide. The Council has a legal duty to promote equality whether on grounds of race, disability, age, gender and other grounds where good relations and the elimination of discrimination can increase opportunities.

Does your organisation have an equal opportunities policy?

If yes, please enclose a copy.

Yes

No

**FINANCIAL INFORMATION**

**You must include a copy / extract of your organisation's latest annual accounts with this application**

If your accounts show a one off or accumulated surplus, please state how much and what you plan to spend it on

- All ongoing costs. Insurance. Meetings. Printing. Promotion. Training.
- DBS checks.
- Library of books, puzzles, quizzes, music. Speakers.
- Loan of transport.

If your organisation has financial reserves, for what purpose are they held?

All ongoing costs of providing this service for our dementia friends

Cl





# MARLOW TOWN COUNCIL

## Annual Grant Application for 2021-22

<b>NAME OF ORGANISATION</b>	<b>Membership</b>
Marlow Methodist Church & Ark Cafe	85 (plus hirers)
<b>Official / Registered Address of the Organisation</b>	
Marlow Methodist Church, 31 Spittal St, Marlow	
<b>Address to which correspondence should be sent if different from above</b>	
[REDACTED]	
<b>Contact details of the person completing this application</b>	
Contact name	
[REDACTED]	
Position held	
Senior Steward	
Daytime telephone number	
[REDACTED]	
Email address	
[REDACTED]	
When was your organisation established?	
1900	
What is the legal status of your organisation? following	
please tick one of the	
a) unregistered voluntary or community organisation	<input type="checkbox"/>
b) registered Charity in England or Wales	<input type="checkbox"/>
c) waiting to be registered as a Charity	<input checked="" type="checkbox"/>
d) charity recognised by HMRC in Scotland or Northern Ireland	<input type="checkbox"/>
e) exempt / excepted Charity registered in England and Wales	<input type="checkbox"/>
Registered Charity No (if applicable)	
[REDACTED]	
<b>PROJECT</b>	
Project Description Overhead signage for The Ark Community Cafe at Marlow Methodist Church.	

## Project Background

The Ark Cafe opened last September but there is currently no signage on Spittal St. The Church premises have been totally refurbished to provide a cafe, meeting rooms & kitchen. The budget for the project was exceeded and there are now no funds left for signage. New users often can not locate the building as it is barely visible from Spittal Street.

## Project Benefits in relation to Marlow, it's residents and visitors

Many organisations use the building including Alcoholics Anonymous, Parkinsons UK, Tiddlywinks, Pilates, yoga, junior tennis, Cooinda Friendship Club, Marlow Camera Club and Marlow Choral Society. The Ark Cafe provides a welcoming space for the residents of Marlow and visitors. Staffed by volunteers, it provides good value food and drinks and an opportunity for friendship. The Cafe is also a drop-off centre for One Can food bank and is planning a community food fridge where surplus food can be given out.

Total cost of project

£ 8,000

Grant request total

£ 4,000

## EQUAL OPPORTUNITIES

Equal Opportunities seek to help all people receive fair and equitable access to the services our organisations provide. The Council has a legal duty to promote equality whether on grounds of race, disability, age, gender and other grounds where good relations and the elimination of discrimination can increase opportunities.

Does your organisation have an equal opportunities policy?

If yes, please enclose a copy.

Yes

No

## FINANCIAL INFORMATION

**You must include a copy / extract of your organisation's latest annual accounts with this application**

If your accounts show a one off or accumulated surplus, please state how much and what you plan to spend it on. The surplus is required by the Methodist Church to cover future building repairs and running costs. We would plan to spend £4000 (half the projected cost of the sign) from our own reserves.

If your organisation has financial reserves, for what purpose are they held?

The internal auditor has pointed out that whilst CCLA is included in the current list of investments, CCLA Property Fund needs to be included in full. The revised policy with this wording is attached as appendix D.

**RECOMMENDED:**

THAT MEMBERS APPROVE THE CHANGE OF WORDING IN THE TREASURY MANAGEMENT POLICY



## TREASURY MANAGEMENT POLICY

### 1. INTRODUCTION

- 1.1 This document sets out the parameters and operational issues for investing surplus funds of the Council.
- 1.2 For the purpose of this policy, the Responsible Financial Officer (RFO), is the Town Clerk to the Council.

### 2. INVESTMENTS

- 2.1 Surplus funds shall be invested in short-term cash deposits only, i.e. from 1 to 364 days.
- 2.2.1 Short-term instruments shall be time deposits only with the banks and building societies and up to the following limits for any one deposit taker: -

<b>Name of Bank/Building Society</b>	<b>Maximum Total To Be Placed on Deposit £</b>
Lloyds TSB (Scottish Widows – part of Lloyds TSB)	500,000
Royal Bank of Scotland	500,000
HSBC	500,000
Barclays	500,000
Abbey (Santander)	500,000
Nationwide	500,000
Portman	500,000
CCLA Public Sector Deposit Fund	500,000
CCLA Property Fund	500,000

- 2.3 In addition, transfers between the Council's current and deposit accounts shall be permitted up to a maximum of £30,000 per day, to maximise interest earnings on surplus funds that cannot be placed in time deposits (usually for a minimum of one month).

### 3 OFFICERS AUTHORISED TO MAKE TIME DEPOSITS/TRANSFERS

- 3.1 All transactions shall be carried out under the direction of and authorised by the RFO.

Appendix D

- 3.2 Time deposits shall be negotiated and placed on a day-to-day basis by either the Town Clerk (Responsible Finance Officer) or the Deputy Town Clerk (Finance Officer).
- 3.3 Transfers between the Council's bank accounts shall be carried out by either the Town Clerk, or the Deputy Town Clerk together with the Town Mayor as an additional account operator.

#### 4 **REPORTING ARRANGMENTS**

- 4.1 The RFO shall report all transactions and the effects on interest earnings, compared with the agreed budget, at the Resources Committee meeting following the end of each quarter ending i.e. 30 June, 30 September, 31 December, 31 March.

**MANAGEMENT ACCOUNTS**

Attached are the following schedules:-

- E1 Balance sheet dated 31.01.22
- E2 Income and Expenditure schedule dated 31.01.22
- E3 Earmarked Reserves schedule dated 31.01.22
- E4 Grants schedule dated 31.01.22
- E5 Bank Reconciliation dated 31.01.22
- E6 Copy bank statements at 31.01.22

**RECOMMENDED:**

**THAT THE MANAGEMENT ACCOUNTS DATED 31.01.22 BE RECOMMENDED TO FULL COUNCIL FOR APPROVAL**

22/02/22

January 2022

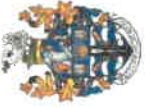


# MARLOWTOWNCOUNCIL

## Balance Sheet

	Opening 01.04.2021	Movement Apr-21	Movement May-21	Movement Jun-21	Movement Jul-21	Movement Aug-21	Movement Sep-21	Movement Oct-21	Movement Nov-21	Movement Dec-21	Movement Jan-22	YTD Balance Jan-22
<b>Investment Stock</b>												
Investments	-	-	-	-	-	-	-	-	-	-	-	-
<b>Current Assets</b>												
Debtors & Prepayments	6,186.09	(2,881.43)	(491.34)	(191.34)	(1,091.34)	(191.33)	6,868.43	2,648.91	(1,871.33)	188.67	(1,991.33)	7,182.66
Bank, Cash & Cash Holding	571,207.17	149,321.68	(32,991.16)	(51,689.29)	(36,537.30)	(13,048.30)	139,697.37	(53,023.75)	(17,086.54)	(49,307.31)	(41,719.01)	564,823.56
VAT	16,828.64	3,305.05	(10,592.64)	3,259.08	2,499.45	(10,606.76)	3,405.71	3,896.43	(1,273.44)	2,893.91	4,379.94	17,995.37
	594,221.90	149,745.30	(44,075.14)	(48,621.55)	(35,129.19)	(23,846.39)	149,971.51	(46,478.41)	(20,231.31)	(46,224.73)	(39,330.40)	590,001.59
<b>Current Liabilities</b>												
Creditors, Accruals	(38,232.01)	2,299.03	6,144.96	5,817.30	8,584.28	1,620.62	(15,090.52)	(1,950.57)	(19,127.88)	29,210.92	(6,903.84)	(27,627.71)
Deferred Precept Income & WDC Council Tax Funding	(50,903.61)	(114,026.65)	28,952.00	29,202.00	48,622.26	28,952.00	(144,760.31)	28,952.31	28,952.00	28,952.00	28,952.00	(58,154.00)
Other Taxes & SS costs	(3,646.54)	207.06	15.95	66.74	5.27	(6.70)	338.30	(250.03)	165.03	(156.18)	15.44	(3,245.66)
	(92,782.16)	(111,520.56)	35,112.91	35,086.04	57,211.81	30,565.92	(159,512.53)	26,751.71	9,989.15	58,006.74	22,063.60	(89,027.37)
<b>Current Assets Less Current Liabilities</b>	501,439.74	38,224.74	(8,962.23)	(13,535.51)	22,082.62	6,719.53	(9,541.02)	(19,726.70)	(10,242.16)	11,782.01	(17,266.80)	500,974.22
<b>Total Assets Less Liabilities</b>	501,439.74	38,224.74	(8,962.23)	(13,535.51)	22,082.62	6,719.53	(9,541.02)	(19,726.70)	(10,242.16)	11,782.01	(17,266.80)	500,974.22
<b>Capital &amp; Reserves</b>												
Earmarked Reserves	471,057.14	-	-	-	-	-	-	-	-	-	-	471,057.14
General Reserves	30,382.60	-	-	-	-	-	-	-	-	-	-	30,382.60
EMR Movement 2021/22	-	(5,034.60)	(4,831.70)	(4,749.70)	13,364.41	(4,991.70)	(2,989.70)	(18,921.62)	(12,660.34)	14,579.01	567.14	(25,668.80)
Current Year Surplus/(Deficit)	-	43,259.34	(4,130.53)	(8,785.81)	8,718.21	11,711.23	(6,551.32)	(805.08)	2,418.18	(2,797.00)	(17,833.94)	25,203.28
	501,439.74	38,224.74	(8,962.23)	(13,535.51)	22,082.62	6,719.53	(9,541.02)	(19,726.70)	(10,242.16)	11,782.01	(17,266.80)	500,974.22

Appendix E



# MARLOWTOWNCOUNCIL

## Income & Expenditure Summary

22/02/22

January 2022

	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	Actual	YTD YTD Budget		YTD Bud Var		Full Year
	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Jan-22	Jan-22	Jan-22	Jan-22	Jan-22	Jan-22	Jan-22	Jan-22	Jan-22	Jan-22	Budget
Precept Received	28,952.00	28,952.00	28,952.31	28,952.00	28,952.00	28,952.00	28,952.00	28,952.00	28,952.00	28,952.00	28,952.00	28,952.00	289,520.62	289,520.00	0.62	347,424.00	
Bucks CC Devolved Services	-	-	-	-	-	-	-	-	-	-	-	-	16,870.97	16,870.00	0.97	16,870.00	
WDC Devolved Services	-	-	-	-	-	-	481.00	(481.00)	-	-	-	-	30,983.35	46,718.00	(15,734.65)	46,718.00	
Allotment Rents	260.00	-	1,290.00	8,042.80	1,932.70	435.00	-	435.00	-	-	-	12,196.50	12,500.00	(303.50)	12,500.00		
Cemetery Fees	9,394.66	2,154.16	7,880.00	204.16	4,857.50	2,385.83	3,750.00	(1,364.17)	-	-	-	46,727.27	38,500.00	8,227.27	46,000.00		
Gossmore Recreation Ground	-	-	-	-	-	-	-	-	-	-	-	410.00	700.00	(290.00)	700.00		
Bus Shelter Advertising	-	187.50	-	-	187.50	-	130.00	(130.00)	-	-	-	562.50	910.00	(347.50)	910.00		
Banner Administration	36.00	107.25	72.00	-	-	351.00	30.00	321.00	-	-	-	908.25	790.00	118.25	850.00		
Markets	-	-	-	-	-	-	-	-	-	-	-	-	2,000.00	(2,000.00)	2,000.00		
Shopmobility Marlow	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	250.00	
Dividend & Cash Holding Interest	6.57	1,666.23	7.09	7.25	10.91	1,793.00	294.00	1,499.00	-	-	-	5,292.08	4,494.00	798.08	5,068.00		
Misc Income	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	38,649.23	33,067.14	38,201.40	37,206.21	35,940.61	33,916.83	33,637.00	279.83	-	-	-	403,471.54	413,002.00	(9,530.46)	479,290.00		
NB Income in Reserves	-	7,750.00	8,600.00	12,200.00	19,070.68	250.00	-	-	-	-	-	67,790.94	-	-	-	-	
Salaries	15,948.94	15,947.28	15,947.83	15,947.28	15,947.29	16,820.88	17,198.00	377.12	-	-	-	160,352.50	171,380.00	11,027.50	210,776.00		
Subcontractors	741.00	387.29	413.28	1,551.94	155.00	1,242.42	1,423.00	180.58	-	-	-	6,663.29	14,585.00	7,921.71	18,331.00		
Administration	1,962.20	3,764.32	2,748.59	3,124.92	1,575.90	2,510.38	2,168.00	(342.38)	-	-	-	28,974.64	28,097.00	(877.64)	32,563.00		
Waste Management	403.00	571.00	680.00	417.17	505.82	423.00	422.00	(1.00)	-	-	-	5,165.99	3,682.00	(1,483.99)	4,294.00		
Health and Safety	160.36	373.38	152.46	145.50	313.03	145.50	628.00	482.50	-	-	-	2,616.25	2,911.00	294.75	3,747.00		
Equipment, Operating and Maintenance	484.50	190.50	24.40	221.71	57.29	195.38	264.00	68.62	-	-	-	1,457.26	2,660.00	1,202.74	3,188.00		
Community	843.74	8,920.84	9,443.34	6,285.64	9,856.80	16,274.30	25,873.00	9,598.70	-	-	-	77,933.35	93,015.00	15,081.65	102,461.00		
Devolved	5,518.09	5,538.53	5,517.89	5,733.55	5,571.80	12,485.47	5,040.00	(7,445.47)	-	-	-	63,980.37	55,505.00	(8,475.37)	71,044.00		
Utilities	317.17	291.34	3,559.52	691.94	660.80	1,123.30	806.00	(317.30)	-	-	-	9,090.72	6,157.00	(2,933.72)	7,359.00		
Buildings	234.29	3,392.49	192.49	192.49	3,852.39	164.78	374.00	209.22	-	-	-	15,634.48	17,392.00	1,757.52	18,140.00		
Insurance	-	-	-	-	-	550.00	550.00	550.00	-	-	-	3,280.66	3,787.00	506.34	3,787.00		
Van	324.71	241.49	326.68	475.89	241.49	365.36	300.00	(65.36)	-	-	-	3,118.75	3,000.00	(118.75)	3,600.00		
Investment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
	26,938.00	39,618.46	39,006.48	34,788.03	38,737.61	51,750.77	55,046.00	3,295.23	-	-	-	378,268.26	402,171.00	23,902.74	479,290.00		
NB Expenditure in Reserves	4,991.70	10,739.70	27,521.62	24,860.34	4,491.67	(317.14)	-	-	-	-	-	93,459.74	-	-	-	-	
<b>Surplus/(Deficit)</b>	<b>11,711.23</b>	<b>(6,551.32)</b>	<b>(805.08)</b>	<b>2,418.18</b>	<b>(2,797.00)</b>	<b>(17,833.94)</b>	<b>(21,409.00)</b>	<b>3,575.06</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>25,203.28</b>	<b>10,831.00</b>	<b>14,372.28</b>	<b>-</b>		

Appendix E2





# MARLOW TOWN COUNCIL

## Earmarked Reserves

DEPARTMENT	PURPOSE	STATUS	CODE	BALANCE start April 2021	INCOME 2021/22	Transfer 2021/22	EXPENDITURE 2021/22	MVT TO DATE	BALANCE end January 2022
<b>ADMINISTRATION</b>									
Grants and donations	Grants to charitable causes and organisations	Ongoing	7116	4,950.00			150.00	(150.00)	4,800.00
New website	Provision of new website	Committed June 2020	7033	300.00				0.00	300.00
Office move	Considering alternative office accommodation	Ongoing		17,400.00				0.00	17,400.00
<b>COMMUNITY</b>									
Elections	Local election costs	Town Council elections in May 2021	7113	19,604.68			15,002.40	(15,002.40)	4,602.28
Shopmobility	Maintenance of equipment	Ongoing maintenance and repairs	7123	1,479.00				0.00	1,479.00
Events, including Christmas lig	Christmas lights and other activities	Committed to new 5 year lease commitment for new Christmas lights	7150	106,980.33	39,050.00		16,743.25	22,306.75	129,287.08
Infrastructure reserve	Infrastructure projects	£20,000 committed to new fixings for Christmas lights		8,691.00				0.00	8,691.00
Environmental	Environmental and sustainability projects	Projects to be identified		21,920.00				0.00	21,920.00
WDC income	WDC ward councillors' budgets	All allocated, awaiting invoices	4953	2,888.06				0.00	2,888.06
Covid fund	Assistance with Covid related issues	Town safety measures and other projects		7,507.77	700.00		1,844.90	(1,144.90)	6,362.87
Town improvements	Future improvements	Ongoing projects, including bridge lighting	7323	67,869.16			6,270.00	(6,270.00)	61,599.16
Triangle project	Hanging Hill project	Ongoing	7340	1,062.16			54.34	(54.34)	1,007.82
Allotments	Water levy	Recovery from allotment holders - finishes 20/21		(984.00)				0.00	(984.00)
Defibrillator	Balance of previous provision	Increased to cover costs of multiple defibrillators		748.00			252.00	(252.00)	496.00
Causeway development	Possible enhancements to Causeway	Projects to be identified		20,000.00		(5,238.70)		0.00	20,000.00
MVAS	Additional devices	Purchase of 2 No MVAS speed devices (excess transferred back to CIL May21)		5,238.70				(5,238.70)	0.00
20 mph zone	Creation of 20 mph zone	Details to be agreed with Bucks Council		25,000.00				0.00	25,000.00
Water re-fill station	Installed on Causeway	Installed May 2020, awaiting invoices (excess transferred back to CIL May21)		6,702.40		(6,702.40)		(6,702.40)	0.00
<b>EXTERNAL FUNDING</b>									
CIL 2018/19	CIL funding - subject to restricted use	Projects to be identified	4999	12,700.34		11,941.10	24,641.44	(12,700.34)	0.00
CIL 2019/20	CIL funding - subject to restricted use	Projects to be identified	4999	33,232.08			22,263.41	(22,263.41)	10,968.67
CIL 2020/21	CIL funding - subject to restricted use	Projects to be identified	4999	0.00	27,490.94			27,490.94	27,490.94
<b>CAPITAL WORKS</b>									
Cemetery	Possible use of chapel as community space	Under consideration		31,306.00				0.00	31,306.00
Dedmere Rise	Possible development of site	Under consideration		10,000.00				0.00	10,000.00
<b>RECREATION GROUNDS</b>									
Gossmore Trust	Provision for future facilities	Ongoing	7506	8,530.13	550.00			550.00	9,080.13
Equipment replacement	Future repairs and replacement	Ongoing		57,931.33			6,238.00	(6,238.00)	51,693.33
				471,057.14	67,790.94	0.00	93,459.74	(25,668.80)	445,388.34

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22/02/22

January 2022



# MARLOWTOWNCOUNCIL

## Grants and Donations

Actuals 2020/21	2021-2022	MTC Grants	Date Paid	Permissive Legislation
	<b>BUDGET FOR THE YEAR 2021-22</b>	<b>8000.00</b>		
	<b>RESERVES</b>	<b>8000.00</b>		
840.00	Royal British Legion	72.50	Sep-21	+
500.00	Marlow FM			+
500.00	Marlow Regatta Ltd	1000.00	Jun-21	#
400.00	Marlow Camera Club	250.00	Nov-21	~
500.00	Marlow Community Association			~
200.00	Marlow Cameo Club	200.00	Sep-21	#
-400.00	Churches Together			+
	Christ Church (United reformed)	500.00	May-21	+
500.00	Marlow Youth and Community			+
400.00	Lighthouse Marlow	500.00	May-21	+
500.00	Marlow Museum Centre Project			#
	Chiltern Arts	500.00	Jun-21	~
645.00	Rennie Grove Hospice Care			+
500.00	AlexanderDevine Children's Cancer Trust			+
	Wild Marlow	464.10	Jul-21	+
	Marlow Energy Group	400.00	Jun & Sep 21	+
	Dementia Action Marlow	500.00	Jun-21	+
	Marlow United Charities	1500.00	Dec-21	+
	<b>TOTAL APPLICATIONS</b>	<b>5886.60</b>		
	<b>from reserves</b>			
	<b>BALANCE including reserves movement</b>	<b>5886.60</b>		
	+ LGA 1972 S.137	3936.60		+
	S.137 cap for Marlow £96,227 (£8.41 x 11,442 electors (2021 ER))			
	# LGA 1972 S.144	1200.00		#
	~ LGA 1972 S.145	750.00		~
	^ C and D Act 1998	0.00		^

Appendix E4

22/02/22

Bank Reconciliation 31.01.22



# MARLOWTOWNCOUNCIL

	Account		£
Deposit Account	07521063	per statement	<u>228,023.57</u>
Current Account	01581935	per statement	<u>46,271.79</u>
Cheque & Debit card Account	03049254	per statement	730.21
	less unrepresented chqs		
	21/05/2020 CN001292	Allotment refund paid twice	(27.50)
			<u>702.71</u>
Paypal			<u>-</u>
Petty Cash			<u>92.45</u>
			<u>92.45</u>
<b>Total Bank and Cash</b>			<b>275,090.52</b>
National Savings Investments	AG174600	per statement	<u>17,000.00</u>
Santander Business Account			<u>68,437.08</u>
CCLA - Public Sector Deposit Fund			<u>204,295.96</u>
CCLA - Local Authority Property Fund £200,000.00 included as Investments expenditure 2019/20			<u></u>
<b>Short Term Cash Holdings</b>			<b>289,733.04</b>
<b>Total Bank and Short Term Cash Holdings</b>			<b>564,823.56</b>

Appendix E 5

# LLOYDS BANK



## Your account statement

Issue date: 14 February 2022

Write to us at: PO Box 1000, Andover

Call us on: 0345 072 5555 (from UK)  
+44 1733 347338 (from Overseas)

Visit us online: [www.lloydsbank.com](http://www.lloydsbank.com)

Your branch: MAIDENHEAD

Sort code: [REDACTED] Account number: [REDACTED]

IBAN: GB67 LLOYD 3095 3607 5318 [REDACTED]

J31C2F010H1MBA0000009269001002 375 B 000

[REDACTED]  
COURT GARDEN  
MARLOW  
SL7 2AG



**BUS BANK INSTANT**  
MARLOW TOWN COUNCIL

### Account summary

<b>Balance On 14 Jan 2022</b>	<b>£256,251.39</b>
Total Paid In	£1,779.17
Total Paid Out	£58,000.00
<b>Balance On 09 Feb 2022</b>	<b>£200,030.56</b>

### Account activity

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
<b>14 Jan 22</b>		<b>STATEMENT OPENING BALANCE</b>			<b>256,251.39</b>
21 Jan 22	TFR	MARLOW TOWN COUNCIL [REDACTED]		30,000.00	226,251.39
31 Jan 22	BGC	[REDACTED]	1,772.18		228,023.57
07 Feb 22	BGC	[REDACTED]	5.05		228,028.62
09 Feb 22	TFR	[REDACTED]		28,000.00	200,028.62
09 Feb 22		[REDACTED]	1.94		200,030.56
<b>09 Feb 22</b>		<b>STATEMENT CLOSING BALANCE</b>	<b>1,779.17</b>	<b>58,000.00</b>	<b>200,030.56</b>

The "Details" column in your statement shows the date that a Debit Card payment went into or came out of your account only if that happened on a weekend or a Bank Holiday.

### Payment types:

TFR - Transfer                      BGC - Bank Giro Credit

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*Appendix E6*

**LLOYDS BANK**



**Your account statement**

Issue date: 31 January 2022

Write to us at: PO Box 1000, Andover

Call us on: 0345 072 5555 (from UK)  
+44 1733 347338 (from Overseas)

Visit us online: [www.lloydsbank.com](http://www.lloydsbank.com)

Your branch: MAIDENHEAD

Sort code [REDACTED] Account number [REDACTED] 35

BIC: LOYDGB21030

IBAN: GB03 LOYD 3095 3601 5819 35

J31C2101014MBA0000037417001003 375 B 000

MARLOW TOWN COUNCIL  
KATHERINE JOY  
COURT GARDEN  
MARLOW  
SL7 2AG



**TREASURERS ACCOUNT**

MARLOW TOWN COUNCIL

**Account summary**

<b>Balance On 31 Dec 2021</b>	<b>£59,514.01</b>
Total Paid In	£35,391.62
Total Paid Out	£48,633.84
<b>Balance On 31 Jan 2022</b>	<b>£46,271.79</b>

**Account activity**

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
<b>31 Dec 21</b>		<b>STATEMENT OPENING BALANCE</b>			<b>59,514.01</b>
04 Jan 22	DD	[REDACTED]		70.16	59,443.85
04 Jan 22	DD	[REDACTED]		83.00	59,360.85
04 Jan 22	DD	[REDACTED]		164.58	59,196.27
04 Jan 22	DD	[REDACTED]		229.60	58,966.67
06 Jan 22	DEP	[REDACTED]	122.50		59,089.17
06 Jan 22	DEP	[REDACTED]	33.50		59,122.67
07 Jan 22	FPI	[REDACTED]	300.00		59,422.67
07 Jan 22	TFR	[REDACTED]		342.32	59,080.35
10 Jan 22	BP	[REDACTED]		3,261.10	55,819.25
13 Jan 22	BGC	[REDACTED]	1,200.00		57,019.25
13 Jan 22	FPI	[REDACTED]	33.13		57,052.38
14 Jan 22	FPI	[REDACTED]	33.13		57,085.51
14 Jan 22	FPI	[REDACTED]	33.50		57,119.01
14 Jan 22	DEP	[REDACTED]	50.00		57,169.01
17 Jan 22	DD	[REDACTED]		88.88	57,080.13
17 Jan 22	FPI	[REDACTED]	257.69		57,337.82
17 Jan 22	FPI	[REDACTED]	49.66		57,387.48
17 Jan 22	FPI	[REDACTED]	33.13		57,420.61

**Your Account activity is continued overleaf**

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Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
18 Jan 22	FPI	[REDACTED]	85.90		57,506.51
18 Jan 22	FPI	[REDACTED]	99.50		57,606.01
18 Jan 22	TFR	[REDACTED]		506.06	57,099.95
19 Jan 22	FPI	[REDACTED]	115.92		57,215.87
20 Jan 22	FPI	[REDACTED]	300.00		57,515.87
20 Jan 22	FPI	[REDACTED]	560.47		58,076.34
20 Jan 22	DEP	[REDACTED]	54.00		58,130.34
20 Jan 22	DEP	[REDACTED]	300.00		58,430.34
21 Jan 22	DD	[REDACTED]		7.76	58,422.58
21 Jan 22	DD	[REDACTED]		266.75	58,155.83
21 Jan 22	DD	[REDACTED]		289.79	57,866.04
21 Jan 22	DD	[REDACTED]		1,330.00	56,536.04
21 Jan 22	DD	[REDACTED]		10,739.42	45,796.62
21 Jan 22	FPI	[REDACTED]	16.25		45,812.87
21 Jan 22	TFR	[REDACTED]	30,000.00		75,812.87
24 Jan 22	FPI	[REDACTED]	49.66		75,862.53
25 Jan 22	BP	[REDACTED]		3,744.52	72,118.01
26 Jan 22	DD	[REDACTED]		6,235.31	65,882.70
26 Jan 22	FPI	[REDACTED]	1,304.62		67,187.32
26 Jan 22	FPI	[REDACTED]	21.32		67,208.64
28 Jan 22	DD	[REDACTED]		39.00	67,169.64
28 Jan 22	DD	[REDACTED]		21,080.59	46,089.05
28 Jan 22	FPI	[REDACTED]	33.24		46,122.29
28 Jan 22	DEP	[REDACTED]	304.50		46,426.79
31 Jan 22	SO	[REDACTED]		155.00	46,271.79
<b>31 Jan 22</b>		<b>STATEMENT CLOSING BALANCE</b>	<b>35,391.62</b>	<b>48,633.84</b>	<b>46,271.79</b>

The "Details" column in your statement shows the date that a Debit Card payment went into or came out of your account only if that happened on a weekend or a Bank Holiday.

**Payment types:**

- DD - Direct Debit
- FPI - Faster Payment
- BP - Bill Payment
- SO - Standing Order
- DEP - Deposit
- TFR - Transfer
- BGC - Bank Giro Credit

App. E6



Your account statement

Issue date: 31 January 2022

Write to us at: PO Box 1000, Andover

Call us on: 0345 072 5555 (from UK)  
+44 1733 347338 (from Overseas)

Visit us online: www.lloydsbank.com

Your branch: MAIDENHEAD

Sort code: [REDACTED] Account numbers: [REDACTED]

J31C2101014MBA0000037418001003 375 B 000

MARLOW TOWN COUNCIL  
KATHERINE JOY  
COURT GARDEN  
MARLOW  
SL7 2AG

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]



TREASURERS ACCOUNT

MARLOW TOWN COUNCIL - IMPREST ACCOUNT

Account summary

<b>Balance On 31 Dec 2021</b>	<b>£1,000.00</b>
Total Paid In	£848.38
Total Paid Out	£1,118.17
<b>Balance On 31 Jan 2022</b>	<b>£730.21</b>

Account activity

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
<b>31 Dec 21</b>		<b>STATEMENT OPENING BALANCE</b>			<b>1,000.00</b>
06 Jan 22	DEB	[REDACTED]		23.43	976.57

Be ready for changes when you shop online

Soon, you'll notice differences when you're purchasing online, as we'll need to check it's really you. If we haven't got your latest phone numbers, or you don't have our Mobile Banking App, your online purchases with your card may be declined. To update your numbers, complete the 'Change your telephone number' form at [lloydsbank.com/business/retail-business/useful-forms](http://lloydsbank.com/business/retail-business/useful-forms)

06 Jan 22	DEB	[REDACTED]		34.93	941.64
06 Jan 22	DEB	[REDACTED]		113.97	827.67
06 Jan 22	DEB	[REDACTED]		169.99	657.68
07 Jan 22	TFR	[REDACTED]	342.32		1,000.00
07 Jan 22	DEB	[REDACTED]		6.99	993.01
07 Jan 22	DEB	[REDACTED]		100.00	893.01
13 Jan 22	DEB	[REDACTED]		21.79	871.22
14 Jan 22	DEB	[REDACTED]		11.99	859.23
14 Jan 22	DEB	[REDACTED]		34.99	824.24
14 Jan 22	DEB	[REDACTED]		35.16	789.08
14 Jan 22	DEB	[REDACTED]		118.34	670.74
14 Jan 22	DEB	[REDACTED]		132.00	538.74
17 Jan 22	DEB	[REDACTED]		6.80	531.94
17 Jan 22	DEB	[REDACTED]		38.00	493.94
18 Jan 22	TFR	[REDACTED]	506.06		1,000.00
19 Jan 22	DEB	[REDACTED]		22.69	977.31
20 Jan 22	DEB	[REDACTED]		68.99	908.32
25 Jan 22	DEB	[REDACTED]		128.55	779.77
28 Jan 22	DEB	[REDACTED]		6.50	773.27
28 Jan 22	DEB	[REDACTED]		23.00	750.27
31 Jan 22	DEB	[REDACTED]		7.60	742.67
31 Jan 22	DEB	[REDACTED]		12.46	730.21
<b>31 Jan 22</b>		<b>STATEMENT CLOSING BALANCE</b>	<b>848.38</b>	<b>1,118.17</b>	<b>730.21</b>

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