

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 12th JULY 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
07.07.22

RC.01.22	Apologies for absence	
RC.02.22	Declarations of Interest	
RC.03.22	Minutes of the previous meeting dated 22.03.22	
RC.04.22	Information Reports	
	a) Accounts Paid	
	b) Investments Reports and Statements	
RC.05.22	Grants	DECISION
RC.06.22	Management Accounts	DECISION
RC.07.22	Date and time of next meeting: Tuesday 13th September 2022 at 7.00pm	

MARLOW TOWN COUNCIL

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

MINUTES OF THE RESOURCES COMMITTEE MEETING HELD ON TUESDAY 22ND MARCH 2022 AT 7.00pm IN THE TOWN COUNCIL OFFICE, COURT GARDEN, MARLOW

Present	Chairman	Councillor N Mityaeva
	Town Mayor	Councillor R Scott
	Leader	Councillor C Funnell
	Councillors	D Brown
		R Cadman
		R Wilson
	Town Clerk	Mrs H Martin
	Deputy Clerk	Mrs K Joy

RC.32.21 Apologies for absence

There were no apologies for absence.

RC.33.21 Declarations of Interest

There were no declarations of interest.

RC.34.21 Minutes of the previous meeting dated 25.01.22

RESOLVED:

THAT THE MINUTES DATED 25.01.22 WERE AGREED AND SIGNED AS A TRUE RECORD

RC.35.21 Information Reports

a) Accounts Paid since the last meeting

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

b) Investments Reports and Statements

Circulated to all members were the following:-

CCLA Public Sector Deposit Fund Statements – February 2022

CCLA Local Authorities Properties Fund Prices and Dividend Yields - March 2022

MEMBERS NOTED THE REPORTS

RC.36.21

Grants

Both grant applications were deferred to enable the applicants to forward additional information.

The grants will be re-submitted in due course.

RC.37.21

Treasury Management Policy

The internal auditor had pointed out that whilst CCLA is included in the current list of investments, CCLA Property Fund needs to be included in full. The Treasury Management policy had been revised in accordance with the recommendation and circulated to all members.

RESOLVED:

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

RC.38.21

Management Accounts

Circulated to all members were 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

RESOLVED:

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

RC.39.21

Date and time of next meeting

Tuesday 3rd May 2022 at 7.00pm

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

INFORMATION REPORTS

RC.04.22

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 B are the CCLA Public Sector Deposit Fund Statements and CCLA Local Authorities Properties Fund Prices and Dividend Yields to date.

MEMBERS ARE REQUESTED TO NOTE THE REPORTS



	<u>Date</u>	<u>Type</u>	<u>Payee</u>	<u>Detail</u>	<u>Value</u>
CURRENT ACCOUNT					
	01/02/2022	DD	Autolease - RFL	RFL	78.00
	01/02/2022	DD	Red Kite Housing	gagare rent	70.16
	01/02/2022	DD	Systems Architecture	on account MS Office 365x8	229.60
	01/02/2022	FPO	Marlow Museum Centre	Grant	500.00
	01/02/2022	FPO	Rennie Hospice	Grant	500.00
	04/02/2022	DD	BT	phone, cloud voice, BB & mobile 01.01.22-16.02.22	158.58
	11/02/2022	BP	HMRC	PAYE & NIC Jan22	3245.66
	18/02/2022	ELLE & SCARI	Ellevate Entertainment	Polka dot trios for Jubilee deposi	300.00
	18/02/2022	ELLE & SCARI	Scarlett Entertainment	50's rock band for Jubilee	3600.00
	21/02/2022	N ROWCLIFFE	N Rowcliffe	sustainability consultant 11.01.22-10.02.22	1330.00
	22/02/2022	DD	EON	Gossmore toilets Elec 01.01.22-31.01.22	7.77
	22/02/2022	DD	EON	cemetery elec 01.11.21-31.01.22	61.58
	22/02/2022	DD	Various	Feb22 netpay	16106.92
	22/02/2022	REFUND	Butchers Tap Bar & Grill	refund to Butchers Tap bar & grill paid to MTC in error	687.60
	24/02/2022	BP	4Front	security patrols jan22 & lock goddmore toilets	2910.00
	24/02/2022	BP	ARD	play area inspection feb22	174.60
	24/02/2022	BP	Continental Landscapes	GM Jan22 & Rec grounds maint Jan22	6235.31
	24/02/2022	BP	Court Garden	room hire 25.01.22	80.00
	24/02/2022	BP	Fluency	PR Fees Feb22	300.00
	24/02/2022	BP	Four Seasons	Bench repair (bench budget & GM share)	720.00
	24/02/2022	BP	Grassbox	repairs to 2 items	72.00
	24/02/2022	BP	Hunts	wood stain for bench	21.50
	24/02/2022	BP	J Hillsgden	ashes grave dig jan22	132.00
	24/02/2022	BP	James Hallam	Van insurance 07.02.22-06.02.23	529.00
	24/02/2022	BP	LGRC	Phase 1 & 2 staffing review	3658.32
	24/02/2022	BP	Miniskip	skip hire	306.00
	24/02/2022	BP	N Bisson	tech services for carol service	525.00
	24/02/2022	BP	NALC	biodiversity net gain training	64.49
	24/02/2022	BP	PFP	electricity Oct-dec21	685.86
	24/02/2022	BP	Pink Affinity Ltd	payroll & bookkeeping Jan22	1260.00
	24/02/2022	BP	Platts	van deisel	70.65
	24/02/2022	BP	RS Boiler	service & repair boiler & toilet	177.60
	24/02/2022	BP	S Carlton	Poly rop, clamps & Stackers	193.20
	24/02/2022	BP	Screwfix	drill bit	19.99
	24/02/2022	BP	SLCC	climate change summit	108.00
	24/02/2022	BP	Sparkx	removal of lighting scheme	4860.00
	24/02/2022	BP	TBS Hygeine	dog waste 01.01.22-28.01.22	201.60
	24/02/2022	BP	Townsites	webhost dec21, jan22 & feb22	150.00
	24/02/2022	BP	Yorkshires	cleaning, water fountain and gossmore toilets	418.42
	25/02/2022	BP	Bucks CC	Pension Feb22	6017.55
	25/02/2022	DD	Autolease	Van lease 07.01.22-06.02.22	289.79
	28/02/2022	BP	FA Bartlett	gunthorpe road & wiltshire north hedge GM and tree works allotm	11772.00
	28/02/2022	SO	T Brindley	gates opening closing	155.00
	28/02/2022	stripe fees	Stripe	fees feb22	37.10
					69,020.85
IMPREST ACCOUNT					
	01/02/2022	debit card	Amazon	coffee pods	17.50
	02/02/2022	debit card	Amazon	liquid soap	7.95
	08/02/2022	debit card	Amazon	biscuits	27.50
	08/02/2022	debit card	Royal Mail	postage fee underpaid Arnold's funeral service	2.00
	11/02/2022	debit card	D&J News	papers	43.20
	15/02/2022	debit card	Dulux	Masonary paint	37.97
	15/02/2022	debit card	Wix.com	premium plan sustainable marlow 25.02.22-25.02.23	136.80
	16/02/2022	debit card	Amazon	black spray paint	69.98
	16/02/2022	debit card	Rustic Hire Ltd	refundable deposit	200.00
	16/02/2022	debit card	www.gravelmaster	gravel for mill road area	130.00
	17/02/2022	debit card	Amazon	sleeve roller set	5.52
	18/02/2022	debit card	Amazon	25 sheet hole punch	4.31
	18/02/2022	debit card	Burgers	team meeting food	15.20
					697.93



<u>Date</u>	<u>Type</u>	<u>Payee</u>	<u>Detail</u>	<u>Value</u>
CURRENT ACCOUNT				
01/03/2022	DD	Red Kite Housing	garage rent	70.16
01/03/2022	DD	Shire Leasing	Avaya SIP Telephone system	129.37
01/03/2022	DD	Systems architecture	MS Office 365x8	229.60
01/03/2022	SO	Bucks playing field	subscription	20.00
02/03/2022	DD	BT	rental 01.02.22-30.04.22	57.20
02/03/2022	DD	EON	Chapel elec 01.01.22-31.01.22	76.44
07/03/2022	DD	BT	phone, cloud voice, BB Mobile 01.02.22-16.03.22	158.22
11/03/2022	BCA & PPW L	BCA	city & guilds chainsaw main 04.07-06.07.22 AC & NJ	960.00
11/03/2022	BCA & PPW L	Phoenix prodns	deposit for party like a queen 03.06.22	1020.00
11/03/2022	BP	HMRC	PAYE & NIC Feb22	6307.15
14/03/2022	DD	Crown	Chapel Gas 01.02.22-28.02.22E	6.87
18/03/2022	DD	SSE	Chapel elec 31.01.22-28.02.22E	23.48
18/03/2022	DD	TW	chilter road water 27.11.21-26.02.22	5.13
22/03/2022	BP	N Rowcliffe	sustainability consult 11.02.22-10.03.22	1200.00
22/03/2022	DD	EON	Gossmore toilets elec 01.02.22-28.02.22	7.01
22/03/2022	DD	Various	Payroll netpay Mar22	10750.54
25/03/2022	BP	Bucks CC	pension mar22	3744.52
25/03/2022	DD	Autolease	van rental 07.02.22-06.03.22	289.79
29/03/2022	DD	Crown	Office Gas 01.02.22-28.02.22E	170.46
29/03/2022		4Front	security patrols feb22 & Toliel lockup	2604.00
29/03/2022		Alliance Strategics	repair laptop	48.00
29/03/2022		ARD	inspection Mar22	174.60
29/03/2022		Bucks CC	tree management Queen Victoria Road & office rent 01.04.22-30.0	5220.00
29/03/2022		Continental Landscapes	core Feb22	6235.31
29/03/2022		Cooleraid	water feb22	46.67
29/03/2022		Crown Plaza	HM exps drinks for meeting	43.60
29/03/2022		FA Bartlett	prune north side of playing field (Park fence)	1860.00
29/03/2022		Feast Event Catering	80 x 4 option canape selection	679.68
29/03/2022		Fluency	PR Fees Mar22	300.00
29/03/2022		Four Seasons	installation of new tap and pipework Causeway	1183.20
29/03/2022		Grassbox	elec hedge cutter run test	72.00
29/03/2022		J Hillsden	ashes grave dig feb22	132.00
29/03/2022		Jo Braybrooke	agenda & minutes	50.00
29/03/2022		Konica	rental 22.10.21-21.01.22&22.01.22-21.04.22	372.89
29/03/2022		Lock Solutions	locksmith toilet door Gossmore	135.60
29/03/2022		Ludlow fencing	repair wire fence	96.00
29/03/2022		Miniskip	skip hire 11.02.22	306.00
29/03/2022		Mustoo	post its & paper	80.27
29/03/2022		Pink	Payroll & Bookeeping Feb22	636.19
29/03/2022		Platts	Equip & van fuel	87.22
29/03/2022		Round & About	Autumn 2021 & Winter 2021 Printing Marlovian	3840.00
29/03/2022		TBS Hygeine	dog bins 29.01.22-25.02.22	201.60
29/03/2022		Trade UK (Screwfix)	sledgehammer, footpump, lawn seed, tools, paint, wipes, tape cle:	254.29
30/03/2022	SO	T Brindley	gates opening closing	155.00
31/03/2022	FPI	Stripe	charges March22	10.89
31/03/2022		Court Garden House	venue Hire & drinks Civic Celebration	886.00
31/03/2022		Ringways Jacobs	Parking bays and no waiting CIL P057	15509.76
31/03/2022		TV Police	PCSO funding 01.01.22-31.03.22	4740.00
				71,186.71
IMPREST ACCOUNT				
02/03/2022	debit card	Amazon	handwash, Brooms, scrubbing brushes sponges	88.84
03/03/2022	debit card	Amazon	toilet roll & builders buckets	66.26
04/03/2022	debit card	Amazon	liquid detergent	5.72
07/03/2022	debit card	Harrison Flagpoles	Ukraine flag	84.91
10/03/2022	debit card	Glasdon	new litter bin	787.78
15/03/2022	debit card	Local Govt Assoc	N Rowcliffe attendee F221203138600326	94.80
16/03/2022	debit card	AHS Direct	Gardoo 1000l mulch	195.98
21/03/2022	debit card	Urban Hygeine	Graffiti remover 5l	90.58
22/03/2022	debit card	Amazon	festival bunting	9.99
24/03/2022	debit card	Amazon	life size cardboard queen x2	75.97
24/03/2022	debit card	Workwear	coverall & 6 caps, womens uniform tops and embroidery	284.11
25/03/2022	debit card	Workwear	womens uniform tops and embpoidery	28.26
28/03/2022	debit card	Amazon	weedkiller	48.84
30/03/2022	debit card	AHS Direct	Gardoo 60l bark	136.99
30/03/2022	debit card	AHS Direct	Gardoo 850l bark	267.50
30/03/2022	debit card	Hedges Direct	Lavender plants	539.82
				2,806.35
PETTY CASH				
		PC to 31.03.22	meeting costs	20.65
		PC to 31.03.22	staff welfare	25.00
		PC to 31.03.22	carol service costs	6.35
				52.00



	<u>Date</u>	<u>Type</u>	<u>Payee</u>	<u>Detail</u>	<u>Value</u>
CURRENT ACCOUNT					
	01/04/2022	DD	Bucks CC	cemetery rates (relief not applied)	337.30
	01/04/2022	DD	Red Kite Housing	garage rent	73.93
	01/04/2022	DD	Systems architecture	MS Office 365x8	229.60
	04/04/2022	DD	BT	phone, cloud voice, BB & mobile 01.03.22-16.04.22	158.34
	05/04/2022	DD	HM Land Registry	fees	9.00
	08/04/2022	BP	HMRC	PAYE&NIC Mar22	3240.29
	19/04/2022	DD	Crown	chapel gas mar22	7.58
	19/04/2022	DD	Crown	office gas mar22	167.02
	19/04/2022	DD	DCC All Saints	hire hall 26.04.22	19.50
	22/04/2022	BP	N Rowcliffe	sustainability consultant	1330.00
	22/04/2022	DD	Autolease	van rental 07.03.22-06.04.22	289.79
	22/04/2022	DD	Various	Netpay Apr22	10678.92
	25/04/2022	BP	Bucks CC	pension Apr22	3744.52
	27/04/2022	BP2Apr22	Atelier	Bridge lighting stage 2 design fees	2940.00
	27/04/2022	BP2Apr22	Rustic Hire	hire of tables & benches	660.00
	29/04/2022	BPApr22	4Front	Security Patrols May 22 Gossmore toilet lockup	2886.00
	29/04/2022	BPApr22	ARD	April inspection & play equip mainenance	1160.10
	29/04/2022	BPApr22	BMKALC	subscription BMKALC & NALC 2022/23 S106 & CIL training	2308.25
	29/04/2022	BPApr22	Continental Landscapes	march22 core	6235.31
	29/04/2022	BPApr22	Cooleraid	water mar22	25.45
	29/04/2022	BPApr22	Cracking IT	comp support	24.00
	29/04/2022	BPApr22	D Abbott	exp - flowers for Hils	54.99
	29/04/2022	BPApr22	Fluency	PR Fees apr22	300.00
	29/04/2022	BPApr22	Grassbox	equipment maint	204.00
	29/04/2022	BPApr22	IAC	interim audit	438.90
	29/04/2022	BPApr22	ICCM	full corporate menmbership	95.00
	29/04/2022	BPApr22	J Hillsden	ashes grave dig Mar22	264.00
	29/04/2022	BPApr22	Miniskip	skip hire	612.00
	29/04/2022	BPApr22	O Heap	fire extinguisher service	128.40
	29/04/2022	BPApr22	Pink Affinity	March22 Payroll & Bkg	1120.61
	29/04/2022	BPApr22	R Scott	mileage mayoral attendance 21.02 & 02.04	64.05
	29/04/2022	BPApr22	Round & About	Marlovan Spring 2022	1920.00
	29/04/2022	BPApr22	TBS Hygeine	dog bins 26.02.22-25.03.22	201.60
	29/04/2022	BPApr22	Townsites	website hosting Mar&Apr22	100.00
	29/04/2022	BPApr22	TV Landscape	seeding Gossmore & Wycombe road (CIL)	1344.00
	29/04/2022	BPApr22	Yorkshire	cleaning & Gossmore toilets Dec21&Feb22	836.84
	29/04/2022	BPApr22	Zurich	insurance 01.06.22-31.05.23	3355.14
	30/04/2022	strip fees	Stripe	fees apr22	11.36
					47,575.79
IMPREST ACCOUNT					
	11/04/2022	debit card	Zoom	annual subs for virtual meeting to 08.04.23	115.50
	12/04/2022	debit card	Amazon	flipchart marker & weedkiller	56.74
	13/04/2022	debit card	Amazon	white board eraser, flip chart easle and pad	55.34
	14/04/2022	debit card	error	reimbursed	9.35
	14/04/2022	debit card	Screwfix	hammerite for bins, trainers, primer for gates, headlamp fuses	274.13
	19/04/2022	debit card	Amazon	vintage union flag x5	99.95
	21/04/2022	debit card	TV Licencing	annual licence	159.00
	22/04/2022	debit card	Globe Print	satin finish poster paper	12.00
	26/04/2022	debit card	Amazon	biscuits	13.21
	28/04/2022	debit card	EON	office Gas 01.07.21-01.02.22	426.46
	28/04/2022	debit card	EON	elec gossmore toilets mar22	7.75
	29/04/2022	debit card	Sprayster	Sprayster - cemetery gates paint	69.24
	29/04/2022	debit card	The Flower Studio	The Flower studio - hand tied flowers	30.00
					1,328.67

STATEMENT

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

CLIENT: MARLOW TOWN COUNCIL

ACCOUNT NAME:

ACCOUNT NUMBER: 011500001PC

Statement at 31 May 2022

Date	Description	Value of shares sold £	Value of shares bought £	Balance of shares held £	Share Class
01/05/22	Brought Forward			204,458.30	
03/05/22	Dividend reinvested		103.98	204,562.28	4
31/05/22	Carried Forward			204,562.28	4

Statement of Dividends paid during the month to 31 May 2022

Date	Receiving Account	Amount Paid £
03-05-22	Dividend reinvested	103.98

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

STATEMENT

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

CLIENT: MARLOW TOWN COUNCIL

ACCOUNT NAME:

ACCOUNT NUMBER: 011500001PC

Statement at 30 April 2022

Date	Description	Value of shares sold £	Value of shares bought £	Balance of shares held £	Share Class
01/04/22	Brought Forward			204,376.26	
01/04/22	Dividend reinvested		82.04	204,458.30	4
30/04/22	Carried Forward			204,458.30	4

Statement of Dividends paid during the month to 30 April 2022

Date	Receiving Account	Amount Paid £
01-04-22	Dividend reinvested	82.04

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

B2

The Local Authorities' Property Fund
Statement of Account

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

31 March 2022

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: 621150001 - UTC Properties Fund

Statement of unitholding held on 31 March 2022					
Date	Description	Cost/Proceeds £	Price per unit p	Number of units	Total unitholding
01/01/22	Brought Forward				61,662.00
31/03/22	Carried Forward				61,662.00

On 31 March 2022 the mid market value (net asset value) of one unit in the Fund was 345.17 pence and the bid market value of one unit was 339.82 pence giving your investment at that date a mid market value of £ 212,838.73 and bid market value of £ 209,539.81.

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

Advice of management expenses for the period to 31 March 2022			
For Period Ended	Number of units held	Expenses per unit p	Total Expenses £
31/01/22	61,662.00	0.169700	104.64
28/02/22	61,662.00	0.159400	98.29
31/03/22	61,662.00	0.178200	109.88
			312.81

Statement of dividends for the period to 31 March 2022					
For Period Ended	Number of units held	Gross per unit p	Gross Distribution £	Expenses Paid £	Amount Payable £
31/01/22	61,662.00	1.049700	647.27	104.64	542.63
28/02/22	61,662.00	1.066200	657.44	98.29	559.15
31/03/22	61,662.00	1.178900	726.93	109.88	617.05
			2,031.64	312.81	1,718.83

The dividend payment of £1,718.83 for the period will be paid to the nominated bank account, reference Marlow Town Council on 29/04/2022

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

B3

GRANTS

RC.05.22

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

Extracts are attached as appendix C1-6

	Funding Request
➤ Marlow Energy Group	£ 450
➤ Marlow United Charities	£ 4,000
➤ Lighthouse Marlow	£ 1,000
➤ Riley Recreation Ground Trust	£ 1,247
➤ Marlow Regatta Ltd	£ 1,000
➤ Marlow Methodist Church and Ark Café	£ 4,000
(resubmission with additional information)	

RECOMMENDED:

THAT MEMBERS DETERMINE THE GRANTS AS DETAILED ABOVE



MARLOW TOWN COUNCIL

Annual Grant Application for 2022-23

NAME OF ORGANISATION	Membership
MARLOW ENERGY GROUP	56
Official / Registered Address of the Organisation	
[REDACTED]	
Address to which correspondence should be sent if different from above	
Contact details of the person completing this application	
Contact name	
[REDACTED]	
Position held	
[REDACTED]	
Daytime telephone number	
[REDACTED]	
Email address	
[REDACTED]	
When was your organisation established?	
2020 FEBRUARY	
What is the legal status of your organisation?	
following please tick one of the	
a) unregistered voluntary or community organisation ✓ COMMUNITY BENEFIT SOCIETY	<input checked="" type="checkbox"/>
b) registered Charity in England or Wales	<input 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)	
PROJECT	
Project Description	
TO PURCHASE AN M30 THERMAL IMAGING CAMERA	

Project Background

WE BOUGHT A FLIR C5 CAMERA TO SURVEY MARLOW HOUSES, BUT IT WAS INSUFFICIENT TO PRODUCE QUALITY PHOTOS AT NIGHT. THE M30 WE INTEND TO PURCHASE IS RECOMMENDED TO TAKE GOOD PHOTOS AT NIGHT

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

WE HAVE ALREADY SURVEYED 23 HOUSES IN MARLOW (AT DAWN AND DUSK) AND HAVE MORE THAN A DOZEN APPLICATIONS FOR SURVEYS THIS WINTER. ALL HOUSEHOLDERS WILL BENEFIT FROM THESE SURVEYS, AS THEY WILL INDICATE AREAS OF HEATLOSS AND HOW TO ELIMINATE THEM.

Total cost of project

£ 2278.80

Grant request total

£ 450.00

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 or 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.

WE CONFIRM THAT WE COMPLY WITH THE EQUALITY ACT OF 2010

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

CURRENTLY £1063.06 IS RING FENCED FOR LOCAL PROJECTS AND £651.92 IS RESERVED TO BUY THE M30 CAMERA

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

ONCE £560 (MEMBERSHIP SHARES, WHICH ARE WITHDRAWABLE) IS DEDUCTED FROM OUR BANK ACCOUNT BALANCE, AND WE HAVE PAID £290 CORPORATION TAX AND USED GRANT FUNDS FOR THE PURPOSE THEY RECEIVED FOR, WE HAVE - £12.49 AVAILABLE TO US.



MARLOWTOWNCOUNCIL

Annual Grant Application for 2022-23

NAME OF ORGANISATION	Membership
Marlow united Charities	UNITED CHARITIES AND OTHER 229941
Official / Registered Address of the Organisation	
The Parish Office, The Causeway, Marlow. Bucks. SL7 2AA	
Address to which correspondence should be sent if different from above	
[REDACTED]	
Contact details of the person completing this application	
Contact name	
[REDACTED]	
Position held	
[REDACTED]	
Daytime telephone number	
[REDACTED]	
Email address	
[REDACTED]	
When was your organisation established?	
1898	
What is the legal status of your organisation?	please tick one of the following
a) unregistered voluntary or community organisation	<input type="checkbox"/>
b) registered Charity in England or Wales	<input checked="" type="checkbox"/> 229941
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)	
PROJECT	
Project Description	
Last year 2021 we distributed in July (58 vouchers) and at Christmas (136 vouchers). We distribute 194 vouchers to needy families to a total cost to the charity of over £17000.	
We now know the distribution requested this July 2022 will be 134 vouchers for 13 schools, and at £100 each, being a need for £13400.	

C2

Project Background

Marlow United Charities is a Victorian charity.

It was formed over the years from the merging of 9 smaller local charities, under one banner in 1898.

Its main charitable service is the distribution of food vouchers at Summer & Christmas time to needy families in the town. These vouchers are funded by donations from both the private and local business sector. The amount we are able to give out each year is driven by the amount we receive during the year.

We are run by unpaid staff and therefore all monies go to the local families that need it the most.

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

The vouchers are distributed through our 13 local schools and hence go directly to the families in most need.

Total cost of project

£ 13400

Grant request total

£ 4000

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 or 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 21/22 income was donations of £22584.

The 21/22 Expenditure was £17022.

As at 31st March, the charity had bank balance of £11728.

The last 5 years accounts are filed at the Charity Commission, No229941

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

We have a reserves policy of £2500, but intend to spend each year the money we receive on food vouchers.

We plan a distribution of vouchers at Christmas 2022, which will probably be at record levels again requiring about £15000 of fresh funding.

If your reserves or surplus are more than the amount of grant you want, please explain why you are making this application. Say if the reserves or surplus are to fulfil statutory responsibilities

With the arrival of Covid and now fuel increases, we have been faced with a ten year history of giving away 30 to 40 food vouchers a year, to 194 vouchers in 2021 and we can see a demand for 280- 300 vouchers in 2022!

We do not currently have enough money in the charity to meet the demand for the July 2022 voucher program of £13400.

Please attach an additional sheet(s) (if required) to include any other supporting information in respect of this application.

DECLARATION

Please read the following declaration carefully. The conditions will apply to you if your application for a grant



MARLOW TOWN COUNCIL

Annual Grant Application for 2022-23

NAME OF ORGANISATION	Membership
Lighthouse Marlow	
Official / Registered Address of the Organisation	
Parish Office The Causeway Marlow SL7 2AA	
Address to which correspondence should be sent if different from above	
[REDACTED]	
Contact details of the person completing this application	
Contact name - [REDACTED]	
Position held - [REDACTED]	
Daytime telephone number - [REDACTED]	
Email address [REDACTED]	
When was your organisation established? 2005	
What is the legal status of your organisation? following	please tick one of the
a) unregistered voluntary or community organisation b) registered Charity in England or Wales c) waiting to be registered as a Charity d) charity recognised by HMRC in Scotland or Northern Ireland e) exempt / excepted Charity registered in England and Wales	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> <input type="checkbox"/>
Registered Charity No (if applicable)	
PROJECT	
Project Description Lighthouse Marlow is a Christian holiday activity week for children from the local area which runs in the school summer holidays in the grounds of Holy Trinity School. It is organised and staffed by volunteers from local churches and the community. It provides a themed, fun-filled week of sport, craft, performing arts and music activities as well as sessions where children learn about Bible stories linked to the theme and how they relate to their life.	

Project Background

Lighthouse Marlow has run a holiday week for children in the school summer holiday for over 15 years, running an online version during lockdown in 2020.

Last year 214 children aged 5-11 were involved together with 183 volunteers, 72 of which were young people aged 12-17. The number of children was fewer than in previous years for two reasons; the need to manage children in 'bubbles' with age groups not mixing, and the smaller number of volunteers who had registered to help. A creche was provided for younger children of volunteers.

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

The high level of demand for places at Lighthouse Marlow evidences the fantastic time children enjoy; in 2021 we had applications from 365 children. The week enables working Marlow parents, and those that need a break from childcare commitments, to know that their children are being looked after in a safe, nurturing environment in which they have a lot of fun.

This year we have committed to provide places for any Ukrainian children living locally. Several have registered already. We believe there will be around 25 children aged between 5 and 11 who may wish to attend.

No charge is made for a child to attend Lighthouse although donations are encouraged. This makes Lighthouse accessible to all parents and carers, including those on a low income. We do not expect Ukrainian parents to make a donation. Lighthouse costs about £75/week per child; we are seeking funding to enable us to provide these places. We are asking the Town Council to provide £1000 towards this.

The Lighthouse Marlow project benefits children and young people by providing them with a safe, fun environment for a week of the school summer holiday. It also gives them an experience of being in a loving Christian environment.

The young helpers are provided with training to help them develop teamworking skills in addition to the caring skills for younger children they develop under the supervision of adults. Through repeat volunteering they also gain experience in leadership. Many children who attend Lighthouse go on to become young helpers and then activity leaders.

Lighthouse Marlow is open to children of all faiths and none. Lighthouse strengthens relationships in the community with volunteers from several churches and the wider community working together.

Total cost of project (projected)	£ 15,000
Grant request total	£ 1,000

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 or 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



MARLOWTOWNCOUNCIL

Annual Grant Application for 2022-23

NAME OF ORGANISATION		Membership
Riley Recreation Ground Trust – Riley Park Trust		Registered Charity No.300298
Official / Registered Address of the Organisation		
[Redacted]		
Address to which correspondence should be sent if different from above		
[Redacted]		
Contact details of the person completing this application		
Contact name		
[Redacted]		
Position held		
[Redacted]		
Daytime telephone number		
[Redacted]		
Email address		
[Redacted]		
When was your organisation established?		
1914		
What is the legal status of your organisation? following		please tick one of the
a) unregistered voluntary or community organisation		
b) registered Charity in England or Wales		X
c) waiting to be registered as a Charity		
d) charity recognised by HMRC in Scotland or Northern Ireland		
e) exempt / excepted Charity registered in England and Wales		
Registered Charity No (if applicable)		
PROJECT		
Project Description		
The Trust would like to install a Defibrillator into Riley Park and is seeking financial assistance from Marlow Town Council in this regard. Cost is £2,240 plus £54 installation plate, £175 community training and £25 delivery. The Park has seen an increased activity and has bookings for football and rugby most weekends of the year. This includes spectators and so the organisations have suggested/asked for a defibrillator to be accessible.		

Project Background

Riley Park was donated to Marlow via Trust Deed in 1914. The current Trust Board consists of [redacted] and [redacted]. We are actively seeking further Trustees. The Trustees take their roles extremely seriously and actively seek sponsorship, donations and local groups to use the park. These include local schools, local clubs and others. We have Marlow Swans FC and Rugby Tots using the Park most weekends and occasional evenings. These groups are well supported, and both have indicated that it would seem sensible to have a defibrillator on site as the nearest one is in Higginson Park.

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

The benefits to Marlow are to protect residents and visitors in the event that an individual suffers a cardiac arrest and requires lifesaving treatment. Further benefits are to reduce strain on NHS by having medical equipment on site at the Park to reduce the urgent need for ambulances and doctors. The defibrillator will act as a "stop-gap" until further medical resources arrive.

Total cost of project	£2,494.00
-----------------------	------------------

Grant request total (any contribution gratefully received)	£1,247.00
--	------------------

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? N/A

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

Used for ongoing maintenance of this large site. Minimal income generated over last two years due to covid.



MARLOW TOWN COUNCIL

Annual Grant Application for 2022-23

NAME OF ORGANISATION	Membership
Marlow Regatta Ltd	
Official / Registered Address of the Organisation	
[REDACTED]	
Address to which correspondence should be sent if different from above	
Contact details of the person completing this application	
Contact name	
[REDACTED]	
Position held	
President	
Daytime telephone number	
[REDACTED]	
Email address	
[REDACTED]	
When was your organisation established? 1855	
What is the legal status of your organisation? following	please tick one of the
a) unregistered voluntary or community organisation	<input type="checkbox"/> Yes
b) registered Charity in England or Wales	<input 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)	
PROJECT	
Project Description	
Marlow Regatta Ltd's main project is to run a Multi-Lane Regatta at Dorney Lake. In 2022, our date in the Regatta Calendar is Saturday June 18 th . This year's Regatta will revert to its pre-pandemic format, i.e. we will be able to invite spectators, sponsors etc. Some of the 2021 forced changes will however be kept since we found that some operations designed for the required "social distancing" actually smoothed the flow of competitors carrying boats on land.	
Project Background	

The earliest evidence we have of the Regatta dates back to 1855. It very soon established a reputation within the sport as being second only to Henley Royal Regatta. To maintain this position, and thus keep the name "Marlow" high in the minds of all those involved in rowing, it transferred to Dorney Lake in 2001, subsequently the 2012 Olympic Regatta course. In this way, we have maintained the tradition of attracting competitors of the highest standard from both home and abroad, to enter an event bearing the name "Marlow". Many of the crews racing in our finals, go on to race and often win in the final stages of Henley Royal Regatta, which has included crews from Sir Wm Borlase's School, Marlow RC and even Maidenhead RC! Other less local winners also move on to join the various National Squad crews and race bearing GB colours. Whilst all our events are "Open" i.e. both men's and women's crews can enter, since we share our date with Henley Women's Regatta, it is unusual, but not unknown, to have any women's crews racing.

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

The Regatta is determined to maintain its links with Marlow. It does this via its co-operation with various other local organisations. Principally, these are the Rowing Club and the two secondary Schools. However, we also link to other local youth organisations who provide volunteers to help run the event. These groups welcome the opportunity to develop their team working skills. We intend to produce a programme this year, which will hopefully contain adverts for local Hotels and other businesses in the town.

Total cost of project

£60,000+

Grant request total

£1,000

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 or 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. Marlow Regatta Ltd is affiliated to British Rowing., and therefore follows the BR Diversity Policy (attached)

Yes

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

2021 was a most unusual year, in that we were asked by British Rowing to offer as many opportunities for competitors as possible, and also to offer events for Women. At fairly short notice, we were also asked to run a Sunday Regatta for younger male & female Competitors. Both Regattas were very well received and financially the Saturday Regatta was particularly good, which was to some extent offset by a loss on the Sunday Regatta. Nevertheless, the overall outcome was very pleasing. Having made a loss in 2020 of ~£5K, and having a target of producing a surplus of £5K each year to add to reserves (for reasons see below) we are still a little short of our objective, particularly in view of the inflationary costs we are experiencing in 2022.

If your organisation has financial reserves, for what purpose are they held? The 2020 experience shows why we need to have some reserves! There is also always a danger that weather conditions at the Lake may force us to cancel the regatta at short notice, for safety reasons. We need to have several good years to build up reserves.

If your reserves or surplus are more than the amount of grant you want, please explain why you are making this application. Say if the reserves or surplus are to fulfil statutory responsibilities

2021 was a "good" year as explained above, but it only helped to repair the financial damage resulting from not staging an event in 2020 we need to have several "good" years in order to build

C5

up reserves in case adverse weather conditions force us to cancel the event for safety reasons. This would result in an appreciable financial loss. We cannot obtain satisfactory cancellation insurance. Our aim is to have reserves to cover the costs of two years of cancellation costs. Several hire companies now demand payment prior to the event as a standard requirement.

Please attach an additional sheet(s) (if required) to include any other supporting information in respect of this application.

DECLARATION



Marlow Methodist Church

Sharing God's Love

22 Apr 2022

[REDACTED]

[REDACTED]

Dear Ms Joy

Information to Support Marlow Methodist church Grant Application

As treasurer of Marlow Methodist Church I am able to provide the following information support of our Grant Application.

Our Reserves Policy states that we should have 6 months operating costs available at all times in case of an emergency where income ceased for a period. This would be £35,000 based on an approximate annual expenditure of £70,000.

Our last annual Balance Sheet was particularly complicated due to it being calculated just as our project was completing and it would take a considerable degree of explanation. (The Methodist Financial year end is 31 Aug), Therefore, I feel it would be easier to provide you with our balance sheet details as of 31 March 2022.

At 31 March 2022 our balance sheet showed:

Current account	£56,696
Deposit Account	£29,670
Total	£86,366

However, our creditors are:

Final Retainer for project Costs (due in Jun 22)	£32,112
Interest Free Loans (from members).	£30,000
Total	£62,112

This shows that it is only due to the loans that we are maintaining our reserves policy. The loans from church members do not have a fixed repayment date, but

CG

there is a self-imposed desire to pay them back by Jun 2025 (4 years after project completion). We are on track to achieve this.

The signage element of our project was removed from the scope of the project to keep it affordable with the funds we had. However, it is fundamental to make the most of the work done so far that we are visible to maximise the vision and mission on which our project was based. We now feel that renewed and targeted fundraising campaign specifically for the signage would produce enough income together with a possible grant to achieve our aims as soon as possible, and certainly within the next 12 months.

I hope this information is sufficient to satisfy the Council Resources Committee.

Yours Sincerely

A large black rectangular redaction box covering the signature of the sender.A black rectangular redaction box covering the contact information of the sender.

Grant application from Marlow Methodist Church/ARK Cafe Signage

[REDACTED]
Tue 26/04/2022 20:58
[REDACTED]

📎 2 attachments (2 MB)

Signage quotation.docx; MMC Supporting infor for MTC grant.pdf;
[REDACTED]

I have now gathered the information you requested in your last email. Do Let me know if you require anything further.

Clear Outline and Timeframe of proposed project

- The project start date is planned for September 2022. We already have planning permission for overhead signage, as designed by the Architects, Leap Associates, and now have detailed specification from Right Signs in Woburn Green (specification and cost document attached). Please note that the cost will be liable for VAT and there is no fitting cost included on the specification. This could be significant as neighbours on Spittal Street do not want the sign to be attached to their wall.
- The Quote document is attached with the document title "Signage quotation"
- Other sources of funding. Church members will be contributing, and a fundraising music evening is planned for the summer to take place in the Wesley Hall.
- Church Reserves document is attached with the proviso that we are obliged by the Methodist Church to keep adequate reserves for unforeseen maintenance issues (roof etc)
- Church balance sheet is attached.

Thank you for all your assistance so far. We look forward to hearing from you,

Best wishes,
[REDACTED]
[REDACTED]

C6



MARLOW TOWN COUNCIL

Annual Grant Application for 2021-22

NAME OF ORGANISATION	Membership
Marlow Methodist Church & Ark Cafe	85 (plus hirers)
Official / Registered Address of the Organisation	
Marlow Methodist Church, 31 Spittal St, Marlow	
Address to which correspondence should be sent if different from above	
[REDACTED]	
Contact details of the person completing this application	
Contact name [REDACTED]	
Position held [REDACTED]	
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	yes <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)	
PROJECT	
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, Coinda 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?

[REDACTED]
Sent: 29 June 2021 13:33
[REDACTED]

Subject: Re: Ark Cafe signage - thoughts from Right Signs and new PDF.

[REDACTED]

I hope you're well. [REDACTED] has come back with his costs for the production and installation of the signage for the Ark Cafe as visualised and discussed. Please find these below along with my costs for the design and management of the project.

Ark Signage Part 1 - Graphic Design and Project Management by Langley Creative

Services provided: Site visit, Briefing & Research; Stage 1 visuals; Stage 2 visuals; Upon approval creation of master artwork files to scale and supply to Right Signs for production. Liaise to bring project to completion.

Price: £750.00 (+vat)

Ark Signage Part 2 - Production & Installation by Right Signs (the numbers of items match previous emails and the most recent visuals PDF)

Thoughts and costs from [REDACTED] (in italics) with my thoughts in **blue**...

Having given it some thought, I have come up with a solution for the main sign, that will allow for the variations in the brickwork, and for the straightness in a vertical sense of the two walls, and I have attached a simple drawing of what I would recommend. (see PDF attached)

*My only slight concern is that to support the bracket, tray and light to span a width of 3600 mm we will need to install some quite heavy-duty fixings, and until we start to drill into the two walls we have no idea if the walls / bricks are structurally sound and capable of holding everything in position, and of course if the church owns the walls? **Can we discuss and confirm?***

Obviously as a one-off bespoke bracket it adds to the overall cost, due to purchasing the suitable sized sections in smaller quantities and the fabrication works.

Below I have put together some budget costs as I wasn't sure if we would be applying individually cut out vinyl logos and lettering onto the sign faces, or if the colour has to match a specific colour reference, we could apply digitally printed high tack, self-adhesive white vinyl panels onto the face, as this would be more cost effective.

I am recommending the latter suggestion here (PL)

1. Street Facing Entrance sign (across gap)

To fabricate an approx. 3600 mm wide adjustable metal frame, with an aluminium tray signs painted white to all external surfaces and to display graphics applied onto the sign face.

CG

Price £ 1390 – 00

Plus illuminated with LED downlight. 1 no. approx. 3500 mm wide trough lighting system painted white, and powered by white LED's, and to be mounted along the top edge of the sign.

Price £ 295 – 00

2. East facing wall sign

1 no. approx. 1050 x 850 mm aluminium tray sign painted white, to be fitted between the two existing metal posts and to display the Ark graphics

Price £ 250 – 00

3. West facing notice cabinet (lockable)

1 no. A0 sized weatherproofed lockable display case, half of which will display a digitally printed and laminated aluminium composite sign.

Price £ 275 – 00

4. 3D cut out wall sign

1 no. set of 5 mm thick matt white acrylic "Ark" logo, to span an overall width of 1200 mm.

Price £ 215 – 00

5. Semi opaque, adhesive vinyl logos for doors and windows

8 sets of reverse cut frosted vinyl "ark" logos.

Price £ 25 – 00 each

6. Option for Hanging wall sign

1 no. 594 x 40 mm aluminium tray sign painted white to all external surfaces and to display "Ark" graphics, and to be fitted at right angles onto brick wall to right of windows.

Price £ 175 – 00

8. Pavement Sign, free standing

1 no. free standing pavement sign

Price £ 200 – 00

9. With regards to installation, this again is difficult to give a precise cost for as we may need specialist fixings to install the main sign, and it is also dependent on which sign options are required.

Budget price £ 350 – 00 to £ 400 – 00

Although not 100 % accurate, they do give a reasonably close estimate of likely prices on the information supplied, and I hope these are of some assistance.

MANAGEMENT ACCOUNTS

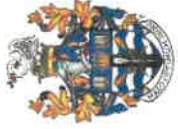
RC.06.22

Attached are the following schedules:-

- D1 Balance sheet dated 30.04.22
- D2 Income and Expenditure schedule dated 30.04.22
- D3 Earmarked Reserves schedule dated 30.04.22
- D4 Grants schedule dated 30.04.22
- D5 Bank Reconciliation dated 30.04.22
- D6 Copy bank statements at 30.04.22

RECOMMENDED:

THAT THE MANAGEMENT ACCOUNTS DATED 30.04.22 BE RECOMMENDED TO FULL COUNCIL FOR APPROVAL



OWTOWN COUNCIL

Balance Sheet

05/07/22

April 2022

	<u>Opening</u>	<u>Movement</u>	<u>YTD Balance</u>
	<u>01.04.2022</u>	<u>Apr-22</u>	<u>Apr-22</u>
Investment Stock			
Investments	-	-	-
Current Assets			
Debtors & Prepayments	26,368.62	(4,918.83)	21,449.79
Bank, Cash & Cash Holding	445,442.61	164,325.36	609,767.97
VAT	22,844.04	3,989.10	26,833.14
	<u>494,655.27</u>	<u>163,395.63</u>	<u>658,050.90</u>
Current Liabilities			
Creditors, Accruals	(62,026.12)	3,904.98	(58,121.14)
Deferred Precept Income & WDC Council Tax Funding	(250.00)	(157,630.00)	(157,880.00)
Other Taxes & SS costs	(3,240.29)	(146.24)	(3,386.53)
	<u>(65,516.41)</u>	<u>(153,871.26)</u>	<u>(219,387.67)</u>
Current Assets Less Current Liabilities	429,138.86	9,524.37	438,663.23
Total Assets Less Liabilities	429,138.86	9,524.37	438,663.23
Capital & Reserves			
Earmarked Reserves	391,718.71	-	391,718.71
General Reserves	37,420.15	-	37,420.15
EMR Movement 2022/23	-	(4,609.85)	(4,609.85)
Current Year Surplus/(Deficit)	-	14,134.22	14,134.22
	<u>429,138.86</u>	<u>9,524.37</u>	<u>438,663.23</u>

Appendix D1



MARLOW TOWN COUNCIL

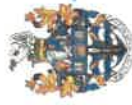
05/07/22

April 2022

Income & Expenditure Summary

	Actual Apr-22	Budget Apr-22	Variance Apr-22	YTD Apr-22	YTD Budget Apr-22	YTD Bud Var Apr-22	Full Year Budget
Precept Received	31,399.00	31,399.00	-	31,399.00	31,399.00	-	376,798.00
Bucks CC Devolved Services	17,377.10	17,376.00	1.10	17,377.10	17,376.00	1.10	17,376.00
WDC Devolved Services	-	48,119.00	(48,119.00)	-	48,119.00	(48,119.00)	48,119.00
Allotment Rents	27.50	-	27.50	27.50	-	27.50	14,100.00
Cemetery Fees	4,686.75	4,174.00	512.75	4,686.75	4,174.00	512.75	50,000.00
Gossmore Recreation Ground	-	700.00	(700.00)	-	700.00	(700.00)	1,200.00
Bus Shelter Advertising	-	50.00	(50.00)	-	50.00	(50.00)	600.00
Banner Administration	90.00	300.00	(210.00)	90.00	300.00	(210.00)	850.00
Markets	-	-	-	-	-	-	2,000.00
Shopmobility Marlow	-	-	-	-	-	-	-
Dividend & Cash Holding Interest	83.55	519.00	(435.45)	83.55	519.00	(435.45)	6,231.00
Misc Income	62.50	-	62.50	62.50	-	62.50	-
	53,726.40	102,637.00	(48,910.60)	53,726.40	102,637.00	(48,910.60)	517,274.00
NB Income in Reserves	1,113.40	-	1,113.40	1,113.40	-	1,113.40	-
Salaries	16,894.75	17,200.00	305.25	16,894.75	17,200.00	305.25	211,132.00
Subcontractors	(9.88)	1,428.00	1,437.88	(9.88)	1,428.00	1,437.88	18,321.00
Administration	4,508.49	4,067.00	(441.49)	4,508.49	4,067.00	(441.49)	30,871.00
Waste Management	210.00	678.00	468.00	210.00	678.00	468.00	5,326.00
Health and Safety	205.24	466.00	260.76	205.24	466.00	260.76	3,810.00
Equipment, Operating and Maintenance	1,028.42	264.00	(764.42)	1,028.42	264.00	(764.42)	3,188.00
Community	5,400.86	4,405.00	(995.86)	5,400.86	4,405.00	(995.86)	128,740.00
Devolved	6,469.43	7,087.00	617.57	6,469.43	7,087.00	617.57	81,888.00
Utilities	731.35	662.00	(69.35)	731.35	662.00	(69.35)	8,609.00
Buildings	3,701.34	3,562.00	(139.34)	3,701.34	3,562.00	(139.34)	18,002.00
Insurance	-	-	-	-	-	-	3,787.00
Van	452.18	300.00	(152.18)	452.18	300.00	(152.18)	3,600.00
Investment	-	-	-	-	-	-	-
	39,592.18	40,119.00	526.82	39,592.18	40,119.00	526.82	517,274.00
NB Expenditure in Reserves	5,723.25	-	5,723.25	5,723.25	-	5,723.25	-
Surplus/(Deficit)	14,134.22	62,518.00	(48,383.78)	14,134.22	62,518.00	(48,383.78)	-

Appendix D2



April 2022

MARLOW TOWN COUNCIL

Earmarked Reserves

DEPARTMENT	PURPOSE	STATUS	CODE	BALANCE start April 2022	INCOME 2022/23	Transfer 2022/23	EXPENDITURE 2022/23	MVT TO DATE	BALANCE end April 2022
ADMINISTRATION									
Grants and donations	Grants to charitable causes and organisations	Ongoing	7116	4,750.00	1,113.40			1,113.40	5,863.40
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
COMMUNITY									
Elections	Local election costs	Town Council elections in May 2021	7113	7,602.28				0.00	7,602.28
Shopmobility	Maintenance of equipment	Ongoing maintenance and repairs	7123	1,479.00				0.00	1,479.00
Events, including Christmas lig	Events, Christmas lights and other activities	Committed to new 5 year lease commitment for new Christmas lights	7150	124,287.08				0.00	124,287.08
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		6,362.87				0.00	6,362.87
Town improvements	Future improvements	Ongoing projects, including bridge lighting	7323	35,224.36				0.00	35,224.36
Triangle project	Hanging Hill project	Ongoing	7340	1,007.82				0.00	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		496.00				0.00	496.00
Causeway development	Possible enhancements to Causeway	Projects to be identified		20,000.00				0.00	20,000.00
MVAS	Additional devices	Purchase of 2 No MVAS speed devices (excess transferred back to CIL May21)		0.00				0.00	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)		0.00				0.00	0.00
EXTERNAL FUNDING									
CIL 2020/21	CIL funding - subject to restricted use	Projects to be identified	4999	13,214.78	5,723.25			(5,723.25)	7,491.53
CIL 2021/22	CIL funding - subject to restricted use	Projects to be identified	4999	0.00				0.00	0.00
CIL 2022/23	CIL funding - subject to restricted use	Projects to be identified	4999	0.00				0.00	0.00
CAPITAL WORKS									
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
RECREATION GROUNDS									
Gossmore Trust	Provision for future facilities	Ongoing	7506	9,080.13				0.00	9,080.13
Equipment replacement	Future repairs and replacement	Ongoing		51,693.33				0.00	51,693.33
				391,718.71	1,113.40	0.00	5,723.25	(4,609.85)	387,108.86

APP
D3

05/07/22

April 2022



MARLOW TOWN COUNCIL

Grants and Donations

Actuals 2021/22	2022-23	MTC Grants	Date Paid	Permissive Legislation
	BUDGET FOR THE YEAR 2022/23	8000.00		
	RESERVES	5863.40		
		13863.40		
72.50	Royal British Legion			+
1000.00	Marlow Regatta Ltd			#
250.00	Marlow Camera Club			~
200.00	Marlow Cameo Club			#
500.00	Christ Church (United reformed)			+
500.00	Lighthouse Marlow			+
500.00	Marlow Museum Centre Project			#
500.00	Chiltern Arts			~
500.00	Rennie Grove Hospice Care			+
464.10	Wild Marlow			+
400.00	Marlow Energy Group			+
500.00	Dementia Action Marlow			+
1500.00	Marlow United Charities			+
	TOTAL APPLICATIONS	0.00		
	from reserves			
	BALANCE including reserves movement	0.00		
	+ LGA 1972 S.137	0.00		+
	S.137 cap for Marlow £96,227 (£8.41 x 11,442 electors (2021 ER))			
	# LGA 1972 S.144	0.00		#
	~ LGA 1972 S.145	0.00		~
	^ C and D Act 1998	0.00		^

APP D4

05/07/22

Bank Reconciliation 30.04.22



MARLOWTOWNCOUNCIL

	Account		£
Deposit Account	07521063	per statement	<u>176,707.91</u>
Current Account	01581935	per statement	<u>227,660.55</u>
Cheque & Debit card Account	03049254	per statement	900.76
	less unpresented chqs		<u>900.76</u>
Paypal			<u>-</u>
Petty Cash			<u>40.45</u>
			<u>40.45</u>
Total Bank and Cash			405,309.67
National Savings Investments	AG174600	per statement	<u>-</u>
Santander Business Account			<u>-</u>
CCLA - Public Sector Deposit Fund			<u>204,458.30</u>
CCLA - Local Authority Property Fund £200,000.00 included as Investments expenditure 2019/20			<u>-</u>
Short Term Cash Holdings			204,458.30
Total Bank and Short Term Cash Holdings			609,767.97

App D5

Marlow Town Council
Court Garden
Marlow
SL7 2AG

Your Account

Sort Code
Account Number

MARLOW TOWN COUNCIL

01 April 2022 to 30 April 2022

Money In	£229,339.74	Balance on 01 April 2022	£65,464.34
Money Out	£49,766.43	Balance on 30 April 2022	£227,660.55

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
01 Apr 22					65,464.34
01 Apr 22					65,390.41
01 Apr 22					65,160.81
01 Apr 22					64,823.51
04 Apr 22					64,665.17
04 Apr 22					64,992.67
05 Apr 22					64,983.67
06 Apr 22					63,962.26
06 Apr 22					81,962.26
07 Apr 22					82,700.00
08 Apr 22					79,459.71
08 Apr 22					79,502.40
12 Apr 22					101,427.40
13 Apr 22					101,491.55
14 Apr 22					101,312.81
19 Apr 22					101,305.23
19 Apr 22					101,285.73

(Continued on next page)

MARLOW TOWN COUNCIL

Sort Code
Account Number

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
19 Apr 22					101,118.71
19 Apr 22					100,735.28
21 Apr 22					102,615.28
22 Apr 22					102,690.28
22 Apr 22					101,360.28
22 Apr 22					101,070.49
22 Apr 22					90,391.57
25 Apr 22					90,458.07
25 Apr 22					86,713.55
25 Apr 22					87,455.61
25 Apr 22					87,284.61
27 Apr 22					83,684.61
27 Apr 22					83,237.19
29 Apr 22					250,341.19
29 Apr 22					228,662.55
29 Apr 22					227,660.55

Transaction types

BGC Bank Giro Credit	BP Bill Payments	CHG Charge	CHQ Cheque
COR Correction	CPT Cashpoint	DD Direct Debit	DEB Debit Card
DEP Deposit	FEE Fixed Service	FPI Faster Payment In	FPO Faster Payment Out
MPI Mobile Payment In	MPO Mobile Payment Out	PAY Payment	SO Standing Order
TFR Transfer			

Marlow Town Council
Court Garden
Marlow
SL7 2AG

Your Account

Sort Code
Account Number

**MARLOW TOWN COUNCIL - IMPREST
ACCOUNT**

01 April 2022 to 30 April 2022

Money In	£2,250.84	Balance on 01 April 2022	-£21.41
Money Out	£1,328.67	Balance on 30 April 2022	£900.76

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
06 Apr 22					1,000.00
11 Apr 22					884.50
12 Apr 22					933.34
12 Apr 22					925.53
12 Apr 22					876.60
13 Apr 22					872.11
13 Apr 22					866.22
13 Apr 22					821.26
14 Apr 22					1,000.00
14 Apr 22					990.65
14 Apr 22					716.52
19 Apr 22					616.57
19 Apr 22					1,000.00
21 Apr 22					841.00
22 Apr 22					829.00
25 Apr 22					1,000.00

(Continued on next page)

D6

MARLOW TOWN COUNCIL - IMPREST ACCOUNT
 Sort Code
 Account Number

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
26 Apr 22					986.79
27 Apr 22					1,434.21
28 Apr 22					1,434.01
28 Apr 22					1,426.26
28 Apr 22					1,000.00
29 Apr 22					970.00
29 Apr 22					900.76

Transaction types

BGC Bank Giro Credit	BP Bill Payments	CHG Charge	CHQ Cheque
COR Correction	CPT Cashpoint	DD Direct Debit	DEB Debit Card
DEP Deposit	FEE Fixed Service	FPI Faster Payment In	FPO Faster Payment Out
MPI Mobile Payment In	MPO Mobile Payment Out	PAY Payment	SO Standing Order
TFR Transfer			

MARLOW TOWN COUNCIL
MARLOW TOWN COUNCIL

£ 176,710.76 Balance

0.01 % gross Interest rate

£176,710.76 Available funds: ?

Payments and transfers >

[Trial our accounting software for free for 3 months](#)

More actions >

Statement

Search your statement



< Previous

Next >

Latest

DATE ▲	DESCRIPTION	TYPE ?	IN (£)	OUT (£)	BALANCE (£)
09 Jun 22					176,710.76
09 May 22					176,709.26
29 Apr 22					176,707.91
11 Apr 22					174,989.08
06 Apr 22					174,987.57
30 Mar 22					192,987.57

D6