



LUDLOW TOWN COUNCIL A G E N D A

To: All Members of the Council, Unitary Councillors, Press
Contact: Gina Wilding
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Despatch date: 3rd June 2026

POLICY & FINANCE COMMITTEE

You are summoned to attend a meeting of the Policy & Finance Committee to be held in The Guildhall, Mill Street, Ludlow SY8 1AZ on Monday 8th June 2026 at 7.00pm

Gina Wilding

Gina Wilding
Town Clerk

Key Agenda Items:

- **FINANCIAL INFORMATION**
- **Q4 EXCEPTIONS REPORT**
- **YEAREND INTERNAL AUDIT**
- **POLICY REVIEW**

The public may speak at this meeting.

In Public Open Session (15 minutes) – Members of the public are invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern.



1. Welcome from the Chairman and essential housekeeping information.

Councillors and members of the public are to note that the fire exits can be found to the rear of the building, right outside the Council Chamber and via the front door. The fire assembly point is on the pavement opposite the Guildhall. For fire safety purposes all Councillors should sign the attendance book and members of the public should sign the attendance sheet.

2. Recording of Meetings

Under the Openness of Local Government Regulations 2014, recording and broadcasting including blogging, tweeting and other social media is permitted during public sessions of Council meetings. The act of recording and broadcasting must not interfere with the meeting.

The Council understands that some members of the public may not wish to be recorded and asks that they make this known immediately.

3. Meeting Protocol

Members are reminded of the vital importance of mutual respect, professionalism, and full adherence to the Council's Code of Conduct, Standing Orders, and Meeting Protocol.

Councillors and officers have distinct yet complementary roles and work collaboratively in the best interests of the community. Councillors are responsible for setting policy and representing the public, while officers provide impartial advice and are tasked with implementing Council decisions.

During meetings, Members must conduct themselves with decorum, follow the established rules of debate, and respect the authority of the Chair. Disruptive behaviour, undue pressure on officers, or prioritising personal interests above Council objectives undermines good governance and is contrary to the standards of conduct expected in Council proceedings.

Maintaining integrity, accountability, and a respectful environment is essential to ensuring effective and transparent decision-making.

4. Apologies

To note apologies for absence from members of the Committee.

5. Declarations of Interests

To receive the declarations of interests from Members of the Committee.

- a) Disclosable Pecuniary Interest
- b) Declaration of conflicts of Interest
- c) Declarations of personal interest

Members are reminded that they must not participate in the discussion or voting on any matter in which they have a Disclosable Pecuniary Interest and should leave the room prior to the commencement of the debate.



- 6. Election of Vice-Chair**
To receive nominations and elect a Vice Chair.
- 7. Public Open Session (15 minutes)** – Members of the public are invited to make representations to the Council on any matters relating to the work of the Council or to raise any issues of concern.
- 8. Ludlow’s Unitary Councillors Session** – Ludlow’s Unitary Councillors are invited to provide a short update on Shropshire Council matters relating to Ludlow.
- 9. Minutes**
To approve the minutes of the **POLICY & FINANCE COMMITTEE** meeting held on **Monday 13th April 2026**.
- 10. Items to Action**
To consider the items to action sheet from the previous Policy and Finance Committee Meeting held on **13th April 2026**.

	ITEM	Attachment
11.	FINANCE INFORMATION To receive:-	
a)	Cash Book – Payments and Income for March and April 2026.	11a
b)	Reconciliation for March and April 2026.	11b
c)	Barclaycard - Payments, Income & Reconciliation for March and April 2026.	11c
d)	Petty Cash – Payments, Income & Reconciliation for March and April 2026.	11d
e)	Public Sector Deposit Fund – Payments, Income & Reconciliation for March and April 2026.	11e
f)	Income - Payments, Income & Reconciliation for March and April 2026.	11f
g)	Mayor’s Charity - Payments, Income & Reconciliation for March and April 2026.	11g
h)	Mayor’s Charity Income – Payments, Income & Reconciliation for March 2026. This cashbook was set up to deal with the carried over funds as the Council was only able to pay in notes and full coin bags, through the management of cash by staff and the Post Office agreeing to accept very small amount of change this cashbook is no longer necessary and will be closed.	11h
12.	DEBTORS	
a)	To receive a report of debtors.	12a
b)	To consider an explanation report on debtors.	12b
13.	POLICY REVIEW	
a)	To review the Street Trading Policy	13a
b)	To review Internal Controls Policy	13b
c)	To review the Risk Management Policy	13c



14.	INTERNAL AUDIT YEAREND To review the observations and to note the supporting documentation.	14
15.	Q4 INCOME AND EXPENDITURE	
a)	To note the 4 th Quarter Income and Expenditure Report	15a
b)	To approve the 4 th Quarter Exceptions Report	15b
16.	CARRIED FORWARDS – 2025/26 TO 2026/27 To approve the list of budget funds carried forward from the 2025/26 financial year to 2026/27, as recommended by the Budget Task and Finish Group	16
17.	EARMARKED RESERVES	
a)	To note the earmarked reserves movement in 2025/26.	17a
b)	To approve the opening balances of the earmarked reserves for 2026/27	17b
c)	To approve the release of unspent funds from EMR 329 – Market Online Booking System into the General Fund following the completion of the project	No Papers
18.	CHURCHYARD WALL UPDATES	No Papers
a)	To note that, following the Chair of the Town Walls Trust's suggestion, the structural engineer was approached but was unable to provide a netting specification. Alternative scaffolding companies are now being contacted.	
b)	To note that, following the Chair of the Town Walls Trust's suggestion, the structural engineer was approached and has confirmed they can provide a specification for the placement of the ballast bags.	
19.	BUDGET TASK AND FINISH GROUP To receive notes of the Budget Task and Finish Group meetings held on the 1 st May 2026	19
20.	CLIMATE ACTION TASK AND FINISH GROUP To receive notes of the Climate Action Task and Finish Group meetings held on the 21 st May 2026	20
21.	CCLA PUBLIC SECTOR DEPOSIT FUND INVESTMENT	
a)	To note the March and April 2026 statements.	21a
b)	To note the Redemption contract notes.	21b



M e m b e r s h i p

Members of the Policy & Finance Committee

Councillors Owen (Chair); Addis; Childs; Cowell; Gill; Harris; Lyle; Maxwell-Muller; Taylor.

Notes

**The next Policy & Finance Committee meeting will be held on the
20th July 2026**

Item 9

Minutes

Maintaining integrity, accountability, and a respectful environment is essential to ensuring effective and transparent decision-making.

PF/223 APOLOGIES

Apologies for absence were received from Councillors Gill and Ginger.

PF/224 DECLARATIONS OF INTEREST

Disclosable Pecuniary Interests

None declared.

Declaration of Conflicts of Interest

None declared.

Declarations of Personal Interest

None declared.

PF/225 PUBLIC OPEN SESSION (15 minutes)

There were no members of the public or press present.

PF/226 UNITARY COUNCILLORS' SESSION

Unitary Councillor Parry, Ludlow South, stated that she had witnessed issue with the usage of St John's Gardens public litter by holiday let properties in the area for commercial waste. She suggested that Ludlow Tonw Council may wish to consider signage on the bins.

PF/227 MINUTES

RESOLVED RO/KC (7:0:3)

That the minutes of the Policy and Finance Committee meeting held on the 2nd March 2026, be approved as a correct record, and signed by the Chair.

PF/228 ITEMS TO ACTION

RESOLVED RO/MT (9:0:1)

That the items to action from the Policy and Finance Committee meeting held on the 2nd March 2026, be approved.

PF/229 FINANCE INFORMATION**RESOLVED RO/MT (Unanimous)**

That the Cash Book Payments, Income and Reconciliation; Barclaycard Payments, Income and Reconciliation; Petty Cash Payments, Income and Reconciliation; Public Sector Deposit Fund Payments, Income and Reconciliation; Income Cash Book Payments, Income and Reconciliation for January and February 2026; and the Mayor's Charity Payments, Income and Reconciliation and Mayor's Charity Income Payment, Income and Reconciliation for December 2025, January and February 2026, be received.

PF/230 AGED DEBTORS**a) Debtors Report****RESOLVED RO/KC (Unanimous)**

That the Debtors report be received.

PF/231 AGED DEBTORS**b) Debtors Explanation Report****RESOLVED RO/KC (Unanimous)**

That the Debtors Explanation Report be received.

PF/232 POLICY REVIEW**a) IT Policy****RESOLVED RO/KC (Unanimous)**

That the IT Policy:-

- a) subject to the inclusion of "Data Breach Policy" at paragraph 25.
- b) subject to the addition of the phrase "with the permission of the line manager" at paragraph 5.
- c) adoption be deferred in order to investigate data management solutions.

PF/233 b) Communications Policy**RECOMMENDED RO/IMM (9:1:0)**

That the Communications Policy:-

- a) subject to the amendment of the Communications Protocol paragraph 4.4 to replace the sentence "Matters for information to other Councillors should normally be directed via the Town Clerk and e-mails to other agencies should

be copied to the Town Clerk.” with “Matters for information to other Councillors and e-mails to other agencies should be copied to the Town Clerk.”

- b) subject to the amendment of the Communications Protocol paragraph 5.3 to replace the sentence “All media enquiries must be directed to the Town Clerk, Marketing & Communications Officer, or appointed spokesperson.” with “The Town Clerk, Marketing & Communications Officer, and/or appointed spokesperson shall be informed of all media enquiries.”
- c) be adopted.

PF/234 c) Standing Orders

RECOMMENDED MT/DW (9:0:1)

That the Standing Orders, subject to final agreement on the wording of paragraph 9f, be adopted.

PF/235 BUDGET TASK AND FINISH GROUP

RESOLVED RO/MT (9:0:1)

That the minutes of the Budget Task and Finish Group meetings held on the 13th and 27th March 2026, be received.

PF/236 CLIMATE ACTION TASK AND FINISH GROUP

RESOLVED RO/MT (Unanimous)

That the change of meeting date to the 9th April 2026 be noted.

PF/237 TERMS OF REFERENCE

RECOMMENDED RO/MT (Unanimous)

That the current Policy and Finance Terms of Reference be readopted at the Annual General Meeting.

PF/238 INTERNAL AND EXTERNAL AUDIT

a) Internal Audit

RESOLVED RO/MT (Unanimous)

That Internal Audit information be noted.

PF/239 INTERNAL AND EXTERNAL AUDIT

b) External Audit

RESOLVED RO/MT (Unanimous)

That External Audit information be noted.

PF/240 INTERNAL AND EXTERNAL AUDIT

a) Modernising the AGAR

RESOLVED RO/MT (Unanimous)

That update regarding modernising the AGAR be noted.

PF/241 BT REMOVAL OF PAYPHONES

RESOLVED RO/DW (Unanimous)

That Ludlow Town Council support the retention of the Corve Street payphone.

PF/242 CCLA PUBLIC SECTOR DEPOSIT FUND INVESTMENT

a) Statement – February 2026

RESOLVED RO/KC (9:0:1)

That the CCLA Public Sector Deposit Fund Investment statement for February 2026, be noted.

PF/243 b) Redemption Contract Notes – February 2026

RESOLVED RO/DL (Unanimous)

That the CCLA Public Sector Deposit Fund Redemption Contract Notes, be noted.

FC/244 EXCLUSION OF PRESS AND PUBLIC: PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

RESOLVED RO/MT (unanimous)

That that the public be excluded from the meeting for the following item(s) of business pursuant to section 1 of the Public Bodies (Admission to Meetings) Act 1960, on the grounds that publicity would be prejudicial to the public interest by

reason of the confidential nature of the business to be transacted, and the meeting continue in closed session.

The meeting closed at 9.10pm

Chair

Date

N.B. Closed Session Minutes WILL be issued for this meeting.



CLOSED MINUTES

Closed Session Minutes of a meeting of the **POLICY AND FINANCE COMMITTEE** held in the Guildhall, Mill Street, Ludlow on **MONDAY 13th APRIL 2026** at **7.00PM**

PF/245 **EXTERNAL LEGAL SERVICES**

RESOLVED RO/IMM (9:0:1)

That the external legal services specification be approved and quotes be sought from Mills & Reeve, Anthony Collins Solicitors, and Shakespeare Martineau.

PF/247 **MEETING EXTENSION**

RESOLVED RO/KC (Unanimous)

That Standing Order 3.Z be suspended in order to extend the meeting.

PF/248 **PROCESS FOR INFORMATION GATHERING**

Councillor Parry left the meeting at 9.00pm

RECOMMENDED RO/IMM (Unanimous)

That Full Council consider a report with a specification, drafted by the Chair, for an external resource to gather the necessary information, also suggested IT companies, and a budget.

The meeting closed at 9.10pm

Chairman

Date

Item 10
Items to Action

Policy & Finance Committee

Items to Action

Minute No.	Resolution	Action	Status	Date
DA/PF/26/07/21/23 26/07/21	<p><u>BARCLAYS.NET</u></p> <p><u>RECOMMENDED (Unanimous) GG/PA</u></p> <p>a) To open an additional Barclays Bank current account as part of the council's combined accounts, and to use the account solely for Barclays.net payments.</p> <p>b) To make a virement of £75.00 from the Contingencies Fund (501/4800) budget to the Bank Charges for the new account (101/4058).</p> <p>c) To investigate other payments options with Barclays Bank.</p>	<p>Open bank account</p> <p>Set up new account on Barclays.net</p> <p>Virement</p> <p>Investigate payment options</p>	<p>Done</p> <p>Complete</p> <p>Done</p>	<p>07/05/25</p> <p>02/08/21</p> <p>02/08/21</p>
PF/140 28/11/22	<p><u>POLICY REVIEW</u></p> <p>a) <u>Proposals from Councillor Adams</u></p> <p>That:-</p> <p>a) a standard format and style template be adopted for use by all Committees for their policies, protocols and procedure documents.</p> <p>b) an electronic Policy Library be set up from a master list of such documents.</p>	<p>Create template</p> <p>Set up electronic policy library</p>	<p>Done</p>	<p>11/01/23</p>

	<p>c) the library is structured to reflect the Council's Executive and Service functions.</p> <p>d) Standing Orders retain their existing standard format.</p> <p>e) the format and style of up to three policies per meeting of existing documents is reviewed by Policy and Finance within a timing plan to review the format and style all policies.</p> <p>f) Staff produce a draft template for the next meeting.</p>			
PF/59	<p>c) <u>Complaints Policies</u></p> <p>That the review of the Complaints policies be deferred.</p>	Defer until Communications Task and Finish completed		
PF/187	<p><u>SCAFFOLDING</u></p> <p>That the Town Wall scaffolding report be noted and quotations will continue to be sought.</p>	<p>Seek quotes</p> <p>Report back to P&F</p>		
PF/208	<p>b) <u>Health and Safety Policy and Handbook</u></p> <p><u>RECOMMENDED RO/KC (5:0:1)</u></p> <p>That the Health and Safety Policy and Handbook, subject to the inclusion of</p>	<p>Recommend Policy to Full Council</p> <p>Update and move to Adopted Policies Folder</p> <p>Circulate to Staff and Councillors</p>	<p>Done</p> <p>Awaiting updated version from Worknest</p>	20/04/26

	“vaping” where reference is made to “smoking”, be adopted.			
PF/232	<p><u>POLICY REVIEW</u></p> <p><u>IT Policy</u></p> <p>That the IT Policy:-</p> <p>a) subject to the inclusion of “Data Breach Policy” at paragraph 25.</p> <p>b) subject to the addition of the phrase “with the permission of the line manager” at paragraph 5.</p> <p>c) adoption be deferred in order to investigate data management solutions.</p>	<p>Amend Policy</p> <p>Investigate data management solutions</p> <p>Bring It Policy back to P&F Committee</p>	Done	01/05/26
PF/245	<p><u>EXTERNAL LEGAL SERVICES</u></p> <p>That the external legal services specification be approved and quotes be sought from Mills & Reeve, Anthony Collins Solicitors, and Shakespeare Martineau.</p>	Recommend to Full Council	Done	22/06/26
PF/248	<p><u>PROCESS FOR INFORMATION GATHERING</u></p> <p><u>RECOMMENDED RO/IMM (Unanimous)</u></p> <p>That Full Council consider a report with a specification, drafted by the Chair, for an</p>	Recommend to Full Council	Done	20/04/26

	external resource to gather the necessary information, also suggested IT companies, and a budget.			
PF/233	<u>POLICY REVIEW</u>	Recommend Policy to Full Council	Done	20/04/26
	<u>Communications Policy</u>			
	<u>RECOMMENDED RO/IMM (9:1:0)</u>	Update and move to Adopted Policies Folder	Done	03/06/26
	That the Communications Policy:-	Circulate to Staff and Councillors	Done	03/06/26
	a) subject to the amendment of the Communications Protocol paragraph 4.4 to replace the sentence “Matters for information to other Councillors should normally be directed via the Town Clerk and e-mails to other agencies should be copied to the Town Clerk.” with “Matters for information to other Councillors and e-mails to other agencies should be copied to the Town Clerk.”			
	b) subject to the amendment of the Communications Protocol paragraph 5.3 to replace the sentence “All media enquiries must be directed to the Town Clerk, Marketing & Communications Officer, or appointed spokesperson.” with “The Town Clerk, Marketing & Communications Officer, and/or appointed spokesperson shall be informed of all media enquiries.”			

	c) be adopted.			
PF/234	<p><u>POLICY REVIEW</u></p> <p><u>Standing Orders</u></p> <p><u>RECOMMENDED MT/DW (9:0:1)</u></p> <p>That the Standing Orders, subject to final agreement on the wording of paragraph 9f, be adopted.</p>		Done	20/04/26
PF/211	<p><u>CLIMATE ACTION TASK AND FINISH</u></p> <p>b) <u>Recommendations</u></p> <p><u>RECOMMENDED RO/DL (5:0:1)</u></p> <p>That:-</p> <p>a) purchase of a banner to be hung under the market stall canopy to be more easily identifiable at the Green Festival and other events, be approved.</p> <p>b) casual enquiry be made to the landowner of the Budgens old site to establish what the 'park' is going to look like and how long it is likely to be there?</p>	<p>Recommend to Full Council</p> <p>Order Banner</p> <p>Make enquiries</p>	<p>Done</p> <p>Done</p> <p>Done</p>	<p>20/04/26</p> <p>20/05/26</p> <p>20/05/26</p>
PF/207	<u>POLICY REVIEW</u>	Recommend Policy to Full Council	Done	20/04/26

	<p>a) <u>Corporate Governance Policy</u></p> <p><u>RECOMMENDED RO/MT (4:1:1)</u></p> <p>That:-</p> <p>a) the Corporate Governance Policy, be adopted</p> <p>b) clarity be provided on the difference between principles in the policy and those from CIPFA.</p>	<p>Update and move to Adopted Policies Folder</p> <p>Circulate to Staff and Councillors</p> <p>Clarify to P&F Committee</p>	<p>Done</p> <p>Done</p> <p>Done</p>	<p>01/05/26</p> <p>01/05/26</p> <p>13/04/26</p>
PF/209	<p>c) <u>Sexual Harassment Risk Assessment</u></p> <p><u>RECOMMENDED RO/ISB (Unanimous)</u></p> <p>That the Sexual Harassment Risk Assessment, be adopted.</p>	<p>Recommend Policy to Full Council</p> <p>Update and move to Adopted Policies Folder</p> <p>Circulate to Staff and Councillors</p>	<p>Done</p> <p>Done</p> <p>Done</p>	<p>20/04/26</p> <p>01/05/26</p> <p>01/05/26</p>
PF/227	<p><u>MINUTES</u></p> <p>That the minutes of the Policy and Finance Committee meeting held on the 2nd March 2026, be approved as a correct record, and signed by the Chair.</p>	<p>Sign minute</p> <p>File minutes</p> <p>Put online</p>	<p>Done</p> <p>Done</p> <p>Done</p>	<p>13/04/26</p> <p>15/04/26</p> <p>01/05/26</p>
PF/237	<p><u>TERMS OF REFERENCE</u></p> <p><u>RECOMMENDED RO/MT (Unanimous)</u></p>	<p>Recommend to Full Council</p>	<p>Done</p>	<p>20/04/26</p>

	That the current Policy and Finance Terms of Reference be readopted at the Annual General Meeting.			
PF/241	<p><u>BT REMOVAL OF PAYPHONES</u></p> <p>That Ludlow Town Council support the retention of the Corve Street payphone.</p>	Communicate support to Shropshire Council	Done	14/04/26

Items 11a

Payments & Income – March 2026

Receipts for Month 12

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	10,351.71					10,351.71	
	Banked: 19/12/2025	-44.00						
	Correction Sumup	-44.00			1038	201	-44.00	Correction Sumup 18/12/26
	Banked: 19/12/2025	44.00						
	Parking Permits	44.00		7.33	1040	201	36.67	Parking Permits - 18/12/25
	Banked: 01/03/2026	1,666.66						
Std Rec	Bensons of Ludlow Ltd	1,666.66			1000	115	1,666.66	BX Shop Rent
	Banked: 01/03/2026	500.00						
Std Rec	J Hughes	500.00			1050	401	500.00	Cemetery House Rent
	Banked: 01/03/2026	-76.00						
	Correction	-76.00			1040	201	-76.00	Correction - PP 08/12/25
	Banked: 01/03/2026	76.00						
	Parking Permits	76.00		12.67	1040	201	63.33	Parking Permits - 08/12/25
	Banked: 01/03/2026	-109.00						
	Mr M Richards	-109.00			1051	401	-109.00	Cem Fee Extend F/7/1079 CEM133
	Banked: 01/03/2026	109.00						
	Mr M Richards	109.00			1051	401	109.00	Cem Fee - Extension F/7/1079
	Banked: 01/03/2026	-109.00						
	Correction	-109.00			1051	401	-109.00	Correction
	Banked: 01/03/2026	109.00						
	Mr M Richards	109.00	109.00		101			Sales Recpts Page 847
	Banked: 01/03/2026	62.00						
	Linney Parking Meter	62.00		10.33	1075	411	51.67	Linney Parking Meter 01/03/26
	Banked: 02/03/2026	228.50						
	Sales Recpts Page 825	228.50	228.50		101			Sales Recpts Page 825
	Banked: 02/03/2026	457.00						
	Sales Recpts Page 826	457.00	457.00		101			Sales Recpts Page 826
	Banked: 02/03/2026	914.00						
	Sales Recpts Page 827	914.00	914.00		101			Sales Recpts Page 827
	Banked: 02/03/2026	937.00						
	Sales Recpts Page 834	937.00	937.00		101			Sales Recpts Page 834
	Banked: 02/03/2026	289.00						
	Sales Recpts Page 835	289.00	289.00		101			Sales Recpts Page 835
	Banked: 02/03/2026	200.00						
	Sales Recpts Page 841	200.00	200.00		101			Sales Recpts Page 841
	Banked: 02/03/2026	609.01						
	SumUp	-10.49			4524	104	-10.49	Mkt Card Payment Fees
	Market Rents	359.50			1020	201	359.50	Market Rents - 28/02/26

Receipts for Month 12

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Market Rents	260.00			1020	201	260.00	Market Rents - 27/02/26
	Banked: 02/03/2026	78.17						
	SumUp	-1.33			4523	104	-1.33	BX Card Payment Fees
	BX Museum Tickets	10.80			1006	119	10.80	BX Museum Tickets - 27/02/26
	BX Museum Tickets	57.30			1006	119	57.30	BX Museum Tickets - 28/02/26
	BX Museum Tickets	11.40			1006	119	11.40	BX Museum Tickets - 01/03/26
	Banked: 02/03/2026	8.00						
	Linney Parking Meter	8.00		1.33	1075	411	6.67	Linney Parking Meter 02/03/26
	Banked: 02/03/2026	153.12						
	Barclays Bank	153.12			1196	101	153.12	Interest Paid - Dec-Feb
	Banked: 03/03/2026	79,682.29						
1	Public Sector Deposit Fund	79,682.29			211		79,682.29	PSDF Withdrawal
	Banked: 03/03/2026	62.92						
	SumUp	-1.08			4524	104	-1.08	Mkt Card Payment Fees
	Market Rents	64.00			1020	201	64.00	Market Rents - 02/03/26
	Banked: 03/03/2026	24.00						
	Linney Parking Meter	24.00		4.00	1075	411	20.00	Linney Parking Meter 03/03/26
	Banked: 04/03/2026	58.99						
	SumUp	-1.01			4525	104	-1.01	GH Card Payment Fees
	H Forrester	60.00			1166	105	60.00	Jazz Night Tkts
	Banked: 04/03/2026	8.00						
	Linney Parking Meter	8.00		1.33	1075	411	6.67	Linney Parking Meter 04/03/26
	Banked: 05/03/2026	252.16						
	SumUp	-4.34			4524	104	-4.34	Mkt Card Payment Fees
	Market Rents	256.50			1020	201	256.50	Market Rents - 04/03/26
	Banked: 05/03/2026	32.00						
	Linney Parking Meter	32.00		5.33	1075	411	26.67	Linney Parking Meter 05/03/26
	Banked: 06/03/2026	29.49						
	SumUp	-0.51			4525	104	-0.51	GH Card Payment Fees
	K Cowell	30.00			1166	105	30.00	Jazz Night Tkts
	Banked: 06/03/2026	1,955.00						
1	Income Cashbook	1,955.00			205		1,955.00	Income
	Banked: 06/03/2026	36.00						
	Linney Parking Meter	36.00		6.00	1075	411	30.00	Linney Parking Meter 06/03/26
	Banked: 06/03/2026	60.00						
	A Richards	60.00			1018	101	60.00	Street Trading Permit No. 927
	Banked: 06/03/2026	207.82						
	Stripe	-5.18			4524	104	-5.18	Mkt Card Payment Fees
	L Kent	23.50			1037	201	23.50	Market Rents - C&C
	N Pharoah	23.50			1037	201	23.50	Market Rents - C&C

Receipts for Month 12

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	N Sadler	23.50			1037	201	23.50	Market Rents - C&C
	K Preece	23.50			1037	201	23.50	Market Rents - C&C
	C Dray	23.50			1037	201	23.50	Market Rents - C&C
	M Mellen	23.50			1037	201	23.50	Market Rents - C&C
	A Davies	23.50			1037	201	23.50	Market Rents - C&C
	P Ronan	23.50			1037	201	23.50	Market Rents - C&C
	E Lyle	25.00		0.25	1037	201	23.50	Market Rents - C&C
					1022	201	1.25	Electricity - C&C
	Banked: 07/03/2026	20.00						
	Linney Parking Meter	20.00		3.33	1075	411	16.67	Linney Parking Meter 07/03/26
	Banked: 08/03/2026	62.00						
	Linney Parking Meter	62.00		10.33	1075	411	51.67	Linney Parking Meter 08/03/26
	Banked: 09/03/2026	200.00						
	Sales Recpts Page 840	200.00	200.00		101			Sales Recpts Page 840
	Banked: 09/03/2026	1,007.67						
	SumUp	-17.33			4524	104	-17.33	Mkt Card Payment Fee
	Market Rents	485.00			1020	201	485.00	Market Rents - 06/03/26
	Market Rents	470.50			1020	201	470.50	Market Rents - 07/03/26
	Market Rents	69.50			1037	201	69.50	Market Rents - 08/03/26 C&C
	Banked: 09/03/2026	26.00						
	Linney Parking Meter	26.00		4.33	1075	411	21.67	Linney Parking Meter 09/03/26
	Banked: 10/03/2026	937.00						
	Sales Recpts Page 836	937.00	937.00		101			Sales Recpts Page 836
	Banked: 10/03/2026	937.00						
	Sales Recpts Page 839	937.00	937.00		101			Sales Recpts Page 839
	Banked: 10/03/2026	110.60						
	SumUp	-1.90			4524	104	-1.90	Mkt Card Payment Fees
	Market Rents	112.50			1020	201	112.50	Market Rents - 09/03/26
	Banked: 10/03/2026	26.00						
	Linney Parking Meter	26.00		4.33	1075	411	21.67	Linney Parking Meter 10/03/26
	Banked: 10/03/2026	374.00						
	B Price - Primary Logs	374.00			1018	101	68.00	Street Trading Permit No. 928
					540		306.00	Street Trading Permit No. 928
	Banked: 10/03/2026	-937.00						
	Correction	-937.00			1051	401	-937.00	Correction
	Banked: 11/03/2026	14.00						
	Linney Parking Meter	14.00		2.33	1075	411	11.67	Linney Parking Meter 11/03/26
	Banked: 11/03/2026	46.50						
	A Oakes - Street Food Group	46.50		1.25	540		45.25	Street Trading Permit No. 929
	Banked: 12/03/2026	240.86						

Receipts for Month 12

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	SumUp	-4.14			4524	104	-4.14	Mkt Card Payment Fees
	Market Rents	245.00			1020	201	245.00	Market Rents - 11/03/26
	Banked: 12/03/2026	36.00						
	Linney Parking Meter	36.00		6.00	1075	411	30.00	Linney Parking Meter 12/03/26
	Banked: 13/03/2026	19.66						
	SumUp	-0.34			4525	104	-0.34	GH Card Payment Fees
	I Maxwell-Muller	20.00			1166	105	20.00	Afternoon Tea Tkts
	Banked: 13/03/2026	14.00						
	Linney Parking Meter	14.00		2.33	1075	411	11.67	Linney Parking Meter 13/03/26
	Banked: 13/03/2026	838.19						
	Stripe	-16.81			4524	104	-16.81	Mkt Card Payment Fees
	A Jenkins	-23.50			1037	201	-23.50	Market Rents Refund - C&C
	Afia Designs -Richards Bennett	-23.50			1037	201	-23.50	Market Rents Refund - C&C
	M Vojtek	23.50			1037	201	23.50	Market Rents - C&C
	A Delves	41.50		0.25	1037	201	40.00	Market Rents - C&C
					1022	201	1.25	Electricity - C&C
	A Delves	23.50			1037	201	23.50	Market Rents - C&C
	L Kelly	23.50			1037	201	23.50	Market Rents - C&C
	A Snowzell	23.50			1037	201	23.50	Market Rents - C&C
	C Dray	40.00			1037	201	40.00	Market Rents - C&C
	E Stokes	23.50			1037	201	23.50	Market Rents - C&C
	N Sadler	25.00		0.25	1037	201	23.50	Market Rents - C&C
					1022	201	1.25	Electricity - C&C
	K Edwards	289.50			540		40.50	Market Rents - Festival
					540		249.00	Market Rents - C&C
	A Walford	139.50			540		41.50	Market Rents - Festival
					540		98.00	Market Rents - C&C
	R Bird	249.00			540		249.00	Market Rents - C&C
	Banked: 14/03/2026	30.00						
	Linney Parking Meter	30.00		5.00	1075	411	25.00	Linney Parking Meter 14/03/26
	Banked: 15/03/2026	46.00						
	Linney Parking Meter	46.00		7.67	1075	411	38.33	Linney Parking Meter 15/03/26
	Banked: 16/03/2026	2,335.00						
2	Income Cashbook	2,335.00			205		2,335.00	Income
	Banked: 16/03/2026	868.59						
	SumUp	-14.91			4524	104	-14.91	Mkt Card Payment Fees
	Market Rents	430.50			1020	201	430.50	Market Rents - 13/03/26
	Market Rents	453.00			1020	201	453.00	Market Rents - 14/03/26
	Banked: 16/03/2026	23.55						
	SumUp	-0.40			4523	104	-0.40	BX Card Payment Fees
	BX Museum Tickets	14.35			1006	119	14.35	BX Museum Tickets - 13/03/26
	BX Museum Tickets	7.20			1006	119	7.20	BX Museum Tickets - 14/03/26
	BX Museum Tickets	2.40			1006	119	2.40	BX Museum Tickets - 15/03/26

Receipts for Month 12

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 16/03/2026	38.00						
	Linney Parking Meter	38.00		6.33	1075	411	31.67	Linney Parking Meter 16/03/26
	Banked: 17/03/2026	88.48						
	SumUp	-1.52			4525	104	-1.52	GH Card Payment Fees
	D Tillsley	60.00			1166	105	60.00	Folk Night Tkts
	G Muslin	30.00			1166	105	30.00	Jazz Night Tkts
	Banked: 17/03/2026	131.00						
3	Income Cashbook	131.00			205		131.00	Income
	Banked: 17/03/2026	60.95						
	SumUp	-1.05			4524	104	-1.05	Mkt Card Payment Fees
	Market Rents	62.00			1020	201	62.00	Market Rents - 16/03/26
	Banked: 17/03/2026	8.00						
	Linney Parking Meter	8.00		1.33	1075	411	6.67	Linney Parking Meter 17/03/26
	Banked: 18/03/2026	58.99						
	SumUp	-1.01			4525	104	-1.01	GH Card Paymanet Fees
	J Williams	60.00			1166	105	60.00	Jazz Night Tkts
	Banked: 18/03/2026	1,206.00						
	Sales Recpts Page 837	1,206.00	1,206.00		101			Sales Recpts Page 837
	Banked: 18/03/2026	1,333.00						
	Sales Recpts Page 838	1,333.00	1,333.00		101			Sales Recpts Page 838
	Banked: 18/03/2026	20.00						
	Linney Parking Meter	20.00		3.33	1075	411	16.67	Linney Parking Meter 18/03/26
	Banked: 19/03/2026	29.49						
	SumUp	-0.51			4525	104	-0.51	GH Card Payment Fees
	I Maxwell-Muller	30.00			1166	105	30.00	Folk Night Tkts
	Banked: 19/03/2026	209.40						
	SumUp	-3.60			4524	104	-3.60	Mkt Card Payment Fees
	Market Rents	213.00			1020	201	213.00	Market Rents - 18/03/26
	Banked: 19/03/2026	52.00						
	Linney Parking Meter	52.00		8.67	1075	411	43.33	Linney Parking Meter 19/03/26
	Banked: 20/03/2026	32.00						
	Linney Parking Meter	32.00		5.33	1075	411	26.67	Linney Parking Meter 20/03/26
	Banked: 20/03/2026	1,339.83						
	Stripe	-26.67			4524	104	-26.67	Mkt Card Payment Fees
	C Chakki	-56.50			1037	201	-56.50	Market Rents Refund - C&C
	L Archer	128.50		1.50	540		24.50	Market Rents - C&C
					540		95.00	Market Rents - F&C
					540		7.50	Electricity
	K O'Connell	49.00			540		49.00	Market Rents - C&C
	K Perceval	19.00			540		19.00	Market Rents - F&C

Receipts for Month 12

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	E Lyle	121.00		1.00	540		73.50	Market Rents - C&C
					540		41.50	Market Rents - Festival
					540		5.00	Electricity
	D Moody	49.00			540		49.00	Market Rents - C&C
	H Underhill	23.50			1037	201	23.50	Market Rents - C&C
	H Underhill	24.50			540		24.50	Market Rents - C&C
	M Butterly	189.00		1.50	540		180.00	Market Rents - F&C
					540		7.50	Electricity
	K Skelton	19.00			540		19.00	Market Rents - F&C
	J Taylor	92.50			540		19.00	Market Rents - F&C
					540		73.50	Market Rents - C&C
	S Gould	66.00			540		41.50	Market Rents - Festival
					540		24.50	Market Rents - C&C
	H Treasure	20.50		0.25	540		19.00	Market Rents - F&C
					540		1.25	Electricity
	R Weedall	41.50			540		41.50	Market Rents - Festival
	L Kelly	23.50			1037	201	23.50	Market Rents - C&C
	A Skipsey	83.00			540		83.00	Market Rents - Festival
	L Cawdell	19.00			540		19.00	Market Rents - F&C
	M Adjare-Appiah	188.50			540		41.50	Market Rents - Festival
					540		147.00	Market Rents - C&C
	K Perceval	41.50			540		41.50	Market Rents - Festival
	H Stanford	41.50			540		41.50	Market Rents - Festival
	P Lees	41.50			540		41.50	Market Rents - Festival
	H Treasure	25.00		0.25	1037	201	23.50	Market Rents - C&C
					1022	201	1.25	Electricity
	H Treasure	43.00		0.25	540		41.50	Market Rents - Festival
					540		1.25	Electricity
	C Stephenson	73.50			540		73.50	Market Rent - C&C
	Banked: 21/03/2026	32.00						
	Linney Parking Meter	32.00		5.33	1075	411	26.67	Linney Parking Meter 21/03/26
	Banked: 22/03/2026	66.00						
	Linney Parking Meter	66.00		11.00	1075	411	55.00	Linney Parking Meter 22/03/26
	Banked: 23/03/2026	950.64						
	SumUp	-16.36			4524	104	-16.36	Mkt Card Payment Fees
	Market Rents	476.00			1020	201	476.00	Market Rents - 20/03/26
	Market Rents	491.00			1020	201	491.00	Market Rents - 21/03/26
	Banked: 23/03/2026	46.81						
	SumUp	-0.79			4523	104	-0.79	BX Card Payment Fees
	BX Museum Tickets	20.00			1006	119	20.00	BX Museum Tickets - 20/03/26
	BX Museum Tickets	12.00			1006	119	12.00	BX Museum Tickets - 21/03/26
	BX Museum Tickets	15.60			1006	119	15.60	BX Museum Tickets - 22/03/26
	Banked: 23/03/2026	44.00						
	Linney Parking Meter	44.00		7.33	1075	411	36.67	Linney Parking Meter 23/03/26
	Banked: 24/03/2026	58.50						
	SumUp	-1.00			4524	104	-1.00	Mkt Card Payment Fees

Receipts for Month 12

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Market Rents	59.50			1020	201	59.50	Market Rents - 23/03/26
	Banked: 24/03/2026	112.50						
	B Hillman - Taste at No. 1	112.50			540		112.50	Street Trading Permit No. 930
	Banked: 24/03/2026	40.00						
	B Fry - Frys Furnish	40.00			540		40.00	Street Trading Permit No. 932
	Banked: 25/03/2026	8.00						
	Linney Parking Meter	8.00		1.33	1075	411	6.67	Linney Parking Meter 25/03/26
	Banked: 25/03/2026	40.00						
	B Fry - Fry Furnish	40.00			1018	101	40.00	Street Trading Permit No. 933
	Banked: 26/03/2026	19.66						
	SumUp	-0.34			4525	104	-0.34	GH Card Payment Fees
	K Cowell	20.00			1166	105	20.00	Afternoon Tea Tkts
	Banked: 26/03/2026	1,965.00						
4	Income Cashbook	1,965.00			205		1,965.00	Income
	Banked: 26/03/2026	119.45						
	SumUp	-2.05			4524	104	-2.05	Mkt Card Payment Fees
	Market Rents	121.50			1020	201	121.50	Market Rents - 25/03/26
	Banked: 26/03/2026	18.00						
	Linney Parking Meter	18.00		3.00	1075	411	15.00	Linney Parking Meter 26/03/26
	Banked: 27/03/2026	25.00						
5	Income Cashbook	25.00			205		25.00	Income
	Banked: 27/03/2026	24.00						
	Linney Parking Meter	24.00		4.00	1075	411	20.00	Linney Parking Meter 27/03/26
	Banked: 27/03/2026	1,268.50						
	Stripe	-23.50			4524	104	-23.50	Mkt Card Payment Fees
	T Paulin	114.00			540		114.00	Market Rents - F&C
	J Jablonski	387.50			540		207.50	Market Rents - C&C
					540		180.00	Market Rents - F&C
	M Wojtek	98.00			540		98.00	Market Rents - C&C
	C Chakki	117.00			540		117.00	Market Rents - C&C
	H Childe	41.50			540		41.50	Market Rents - Festival
	S Lloyd	66.00			540		41.50	Market Rents - Festival
					540		24.50	Market Rents - C&C
	S Swancott	41.50			540		41.50	Market Rents - Festival
	P Andrews	24.50			540		24.50	Market Rents - C&C
	J Gawler	24.50			540		24.50	Market Rents - C&C
	D Green	205.50			540		81.00	Market Rents - Festival
					540		124.50	Market Rents - C&C
	D Zhao	24.50			540		24.50	Market Rents - C&C
	L Cawdell	24.50			540		24.50	Market Rents - C&C
	N Pharoah	23.50			1037	201	23.50	Market Rents - C&C
	E Harrington	23.50			1037	201	23.50	Market Rents - C&C

Receipts for Month 12

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	A Hubbard	76.00			540		76.00	Market Rents - F&C
	Banked: 28/03/2026	20.00						
	Linney Parking Meter	20.00		3.33	1075	411	16.67	Linney Parking Meter 28/03/26
	Banked: 28/03/2026	30.00						
	Linney Parking Meter	30.00		5.00	1075	411	25.00	Linney Parking Meter 28/03/26
	Banked: 28/03/2026	-30.00						
	Correction	-30.00			1075	411	-30.00	Correction
	Banked: 29/03/2026	62.00						
	Linney Parking Meter	62.00		10.33	1075	411	51.67	Linney Parking Meter 29/03/26
	Banked: 29/03/2026	-62.00						
	Correction	-62.00			1075	411	-62.00	Correction
	Banked: 30/03/2026	59,153.80						
6	Public Sector Deposit Fund	59,153.80			211		59,153.80	Public Sector Deposit Fund
	Banked: 30/03/2026	917.71						
	SumUp	-15.79			4524	104	-15.79	Mkt Card Payment Fees
	Market Rents	442.50			1020	201	442.50	Market Rents - 27/03/26
	Market Rents	378.00			1020	201	378.00	Market Rents - 28/03/26
	Market Rents	113.00			1037	201	113.00	Market Rents - 29/03/26
	Banked: 30/03/2026	72.77						
	SumUp	-1.23			4523	104	-1.23	BX Card Payment Fees
	BX Museum Tickets	16.80			1006	119	16.80	BX Museum Tickets - 27/03/26
	BX Museum Tickets	25.15			1006	119	25.15	BX Museum Tickets - 28/03/26
	BX Museum Tickets	32.05			1006	119	32.05	BX Museum Tickets - 29/03/26
	Banked: 30/03/2026	26.00						
	Linney Parking Meter	26.00		4.33	1075	411	21.67	Linney Parking Meter 30/03/26
	Banked: 30/03/2026	-26.00						
	Correction	-26.00			1075	411	-26.00	Correction
	Banked: 31/03/2026	34.00						
	Linney Parking Meter	34.00		5.67	1075	411	28.33	Linney Parking Meter 31/03/26
	Banked: 31/03/2026	88.97						
	SumUp	-1.53			4524	104	-1.53	Mkt Card Payment Fee
	Market Rents	90.50			1020	201	90.50	Market Rents - 30/03/26
	Banked: 31/03/2026	-34.00						
	Correction	-34.00			1075	411	-34.00	Correction
Total Receipts for Month		165,485.20	7,747.50	186.36			157,551.34	
Cashbook Totals		<u>175,836.91</u>	<u>7,747.50</u>	<u>186.36</u>			<u>167,903.05</u>	

Payments for Month 12

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
01/03/2026	TV Licence	Std Ord	15.03			4023	101	15.03	TV Licence
02/03/2026	Screwfix	1	11.16	11.16		501			DLF Helmet x2 AR/IP
04/03/2026	Allstar Business Solutions Ltd	2	100.55	100.55		501			Fuel - EV
05/03/2026	Water Plus	3	17.52	17.52		501			Linney Rec - Jan-Feb 26
05/03/2026	Water Plus	4	33.58	33.58		501			Cem Water - Jan-Feb 26
09/03/2026	Waste Managed Ltd	14	410.99	410.99		501			Depot Waste Removal - Mar 26
09/03/2026	Barclays Bank	15	54.62	54.62		501			Bank Charges - Jan-Feb 26
11/03/2026	Allstar Business Solutions Ltd	1	199.75	199.75		501			Fuel
13/03/2026	Barclays Bank	1	8.52	8.52		501			Purchase Ledger DDR Payment
16/03/2026	Alphabet (UK) Ltd	11	539.99	539.99		501			Van Leasehire - MJ73 VZY
16/03/2026	Alphabet (UK) Ltd	12	539.99	539.99		501			Van Leasehire - MJ73 ZGH
16/03/2026	Alphabet (UK) Ltd	13	403.19	403.19		501			Van Leasehire - LD23 TLT
16/03/2026	Barclaycard	7	2,001.20			204		2,001.20	Barclaycard
16/03/2026	AIB Merchant Services	1	34.53	34.53		501			Linney Card Payment Fees
17/03/2026	Plusnet plc	9	27.99	27.99		501			GH Broadband
17/03/2026	West Mercia Energy	10	2,488.59	2,488.59		501			Xmas Lights Electric - Dec 25
18/03/2026	Allstar Business Solutions Ltd	2	145.51	145.51		501			Fuel
20/03/2026	West Mercia Energy	8	679.45	679.45		501			Castle St Toi Electric - Jan 2
20/03/2026	Ludlow Town Council Payroll	1	10,666.62	10,666.62		501			Payroll - Feb 26
23/03/2026	Cheaper Waste Ltd	6	1,235.49	1,235.49		501			Mkt Waste Excess - Feb 26
23/03/2026	Water Plus	7	903.13	903.13		501			Castle St Toi Water - Feb 26
23/03/2026	EE Ltd	1	322.09	322.09		501			Mobile Phone Charges
25/03/2026	SCG Together	5	33.49	33.49		501			GH Telephone - Feb 26
25/03/2026	Allstar Business Solutions Ltd	3	149.24	149.24		501			Fuel
25/03/2026	Ludlow Town Council Payroll	1	10,601.17	10,601.17		501			Payroll - Mar 26
25/03/2026	Ludlow Town Council Payroll	2	31,118.31	31,118.31		501			Payroll - Mar 26
26/03/2026	Mayor's Charity Acc	TNSFR	425.00			1166	105	425.00	Mayor's Charity Acc
27/03/2026	Siemens Financial Servcies Ltd	1	226.80	226.80		501			Photocopier Rental
27/03/2026	Print Resource	1971728393	371.00	371.00		501			Calendar of Events Leaflet x3k
27/03/2026	Discovery Plant & Tool Hire Lt	1971730840	690.96	690.96		501			Xmas Lights Cherrypicker Hire
27/03/2026	HBC Pest	2071846738	115.00	115.00		501			Cem Mole Trapping
27/03/2026	Shropshire Association of Loca	1971732124	135.00	135.00		501			Data Protection Training
27/03/2026	Shropshire Youth Association	1971730695	6,000.00	6,000.00		501			SYA Grant 25/26
27/03/2026	Campaign to Protect Rural Engl	2071848710	100.00	100.00		501			Hedge Planting Donation
27/03/2026	Smith of Derby Ltd	1971731641	680.40	680.40		501			BX Clock Annual Service
27/03/2026	J & L Renewables Ltd	2071847061	1,260.00	1,260.00		501			Green Waste/ Move Flower Boxes
27/03/2026	L Fensome Groundworks	1971727838	7,061.00	7,061.00		501			Grave Digging
27/03/2026	TNT Tyres (Ludlow) Ltd	1971732182	236.22	236.22		501			Replacement Tyre -

Payments for Month 12

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
									MJ73 VZY
27/03/2026	Bromfield Sand & Gravel Co. Lt	1971730708	198.66	198.66		501			Linney Car Park Stone
27/03/2026	Shropshire Council	1971729557	125.00	125.00		501			Clee View Uncontested Election
27/03/2026	Ludlow Homecare Ltd	1971729613	188.02	188.02		501			286318/286567/Ludlow Homecare
27/03/2026	Roundabout Stationery	1971729752	4.99	4.99		501			Stationery
27/03/2026	Border Computer Services Ltd	1971729336	36.00	36.00		501			Mkt Office PCs Set Up
27/03/2026	JPS	1971729331	56.81	56.81		501			WD-40 Silocane Lubricant
27/03/2026	TFM Farm & Country Superstore	1971729006	404.59	404.59		501			SIN8431165/TFM Farm & Country
27/03/2026	North Shropshire Scaffolding	1971727818	655.20	655.20		501			Town Wall Scaffold 25/11-17/03
27/03/2026	Samuel Wood Ltd	2572371074	240.00	240.00		501			Cem House Tenancy Management
27/03/2026	Nant Ltd	2572371086	774.00	774.00		501			Legionella Sampling
27/03/2026	Wyre Forest District Council	2572271066	50.00	50.00		501			Mayor's Events - Afternoon Tea
27/03/2026	A Heiron	2572246613	1,080.00	1,080.00		501			Grave Digging
27/03/2026	Menai Foam and Board Limited	1971730776	306.15	306.15		501			Toilet Cleaning Supplies
27/03/2026	Matthew Lloyd Design	2572246522	150.00	150.00		501			BX Museum A Board
27/03/2026	Flowbird Smart City UK Limited	1971728410	79.92	79.92		501			Linney Parking Meter Charges
30/03/2026	Water Plus	17	41.30	41.30		501			Mkt Water - Feb 26
30/03/2026	Water Plus	18	36.52	36.52		501			GH Water - Feb 26
30/03/2026	Water Plus	16	131.78	131.78		501			Smithfield Water - Feb 26
Total Payments for Month			84,602.02	82,160.79	0.00			2,441.23	
Balance Carried Fwd			91,234.89						
Cashbook Totals			175,836.91	82,160.79	0.00			93,676.12	

Items 11a

Payments & Income – April 2026

Receipts for Month 1

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Balance Brought Fwd :	91,234.89					91,234.89	
	Banked: 01/04/2026	118.00						
	Linney Parking Meter	118.00			1075	411	118.00	Linney Parking Meter -29/03/26
	Banked: 01/04/2026	1,666.66						
Std Rec	Bensons of Ludlow Ltd	1,666.66			1000	115	1,666.66	BX Shop Rent
	Banked: 01/04/2026	500.00						
Std Rec	J Hughes	500.00			1050	401	500.00	Cemetery House Rent
	Banked: 01/04/2026	457.00						
	Sales Recpts Page 852	457.00	457.00		101			Sales Recpts Page 852
	Banked: 01/04/2026	44.00						
	Linney Parking Meter	44.00		7.33	1075	411	36.67	Linney Parking Meter 01/04/26
	Banked: 02/04/2026	34.00						
	Linney Parking Meter	34.00			1075	411	34.00	Linney Parking Meter 31/03/26
	Banked: 02/04/2026	2,045.00						
1	Income Cashbook	2,045.00			205		2,045.00	Income
	Banked: 02/04/2026	50.00						
	Linney Parking Meter	50.00		8.33	1075	411	41.67	Linney Parking Meter 02/04/26
	Banked: 02/04/2026	274.28						
	SumUp	-4.72			4524	104	-4.72	Mkt Card Payment Fees
	Market Rents	279.00			1020	201	279.00	Market Rents - 01/04/26
	Banked: 03/04/2026	46.00						
	Linney Parking Meter	46.00		7.67	1075	411	38.33	Linney Parking Meter 03/04/26
	Banked: 04/04/2026	74.00						
	Linney Parking Meter	74.00		12.33	1075	411	61.67	Linney Parking Meter 04/04/26
	Banked: 05/04/2026	66.00						
	Linney Parking Meter	66.00		11.00	1075	411	55.00	Linney Parking Meter 05/04/26
	Banked: 06/04/2026	56.00						
1	Barclaycard	56.00			204		56.00	Cashbook Correction
	Banked: 07/04/2026	78.00						
2	Barclaycard	78.00			204		78.00	Cashbook Correction
	Banked: 07/04/2026	104.47						
	SumUp	-1.78			4523	104	-1.78	BX Card Payment Fees
	BX Museum Tickets	55.50			1006	119	55.50	BX Museum Tickets - 04/04/26
	BX Museum Tickets	35.15			1006	119	35.15	BX Museum Tickets - 05/04/26
	BX Museum Tickets	15.60			1006	119	15.60	BX Museum Tickets - 06/4/26
	Banked: 07/04/2026	1,467.53						
	SumUp	-25.22			4524	104	-25.22	Mkt Card Payment Fees
	Market Rents	12.00			1038	201	12.00	Market Rents - 02/04/26 F&C
	Market Rents	663.00			1020	201	663.00	Market Rents - 03/04/26
	Market Rents	527.25			1020	201	527.25	Market Rents - 04/04/26

Receipts for Month 1

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Market Rents	290.50			1020	201	290.50	Market Rents - 06/04/26
	Banked: 07/04/2026	398.16						
	SumUp	-8.84			4524	104	-8.84	Mkt Card Payment Fees
	A Doherty	24.50			1037	201	24.50	Market Rents - C&C
	S Swancott	48.00			1037	201	48.00	Market Rents - C&C
	C Varley	41.50			1037	201	41.50	Market Rents - Festival
	A Davies	25.00		0.25	1037	201	23.50	Market Rents - C&C
					1022	201	1.25	Electricity - C&C
	K Readings	41.50			1037	201	41.50	Market Rents - Festival
	K Readings	19.00			1038	201	19.00	Market Rents - F&C
	A Khatkar	20.50		0.25	1038	201	19.00	Market Rents - F&C
					1022	201	1.25	Electricity - F&C
	N Pharoah	19.00			1038	201	19.00	Market Rents - F&C
	H Underhill	19.00			1038	201	19.00	Market Rents - F&C
	R Simpson	26.00		0.25	1037	201	24.50	Market Rents - C&C
					1022	201	1.25	Electricity - C&C
	N Sadler	123.00			1037	201	24.50	Market Rents - C&C
					1038	201	57.00	Market Rents - F&C
					1037	201	41.50	Market Rents - Festival
	Banked: 08/04/2026	390.00						
	Sales Recpts Page 853	390.00	390.00		101			Sales Recpts Page 853
	Banked: 08/04/2026	80.00						
3	Barclaycard	80.00			204		80.00	Cashbook Correction
	Banked: 08/04/2026	131.00						
	D&G Stone Services Ltd	131.00			1051	401	131.00	Mem Fee - L Didlick H/8/352
	Banked: 09/04/2026	2,375.00						
2	Income Cashbook	2,375.00			205		2,375.00	Income
	Banked: 09/04/2026	64.00						
4	Barclaycard	64.00			204		64.00	Cashbook Correction
	Banked: 09/04/2026	428.63						
	Mr N Condliffe	436.00			1051	401	436.00	Cem Fee - Condliffe GG/9/225/6
	SumUp	-7.37			4525	104	-7.37	GH Card Payment Fees
	Banked: 09/04/2026	293.46						
	SumUp	-5.04			4524	104	-5.04	Mkt Card Payment Fees
	Market Rents	298.50			1020	201	298.50	Market Rents - 08/04/26
	Banked: 10/04/2026	1,477.00						
3	Income Cashbook	1,477.00			205		1,477.00	Income
	Banked: 10/04/2026	36.00						
5	Barclaycard	36.00			204		36.00	Cashbook Correction
	Banked: 10/04/2026	303.49						
	Stripe	-6.51			4524	104	-6.51	Mkt Card Payment Fees
	A Davies	20.50		0.25	1038	201	19.00	Market Rents - F&C

Receipts for Month 1

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
					1022	201	1.25	Electricity - F&C
	A Khatkar	98.50			1038	201	57.00	Market Rents - F&C
					1037	201	41.50	Market Rents - Festival
	J Smith	98.50		1.00	1037	201	73.50	Market Rents - C&C
					1038	201	19.00	Market Rents - F&C
					1022	201	5.00	Electricity
	J Eldridge	43.50			1038	201	19.00	Market Rents - F&C
					1037	201	24.50	Market Rents - C&C
	N Pharoah	24.50			1037	201	24.50	Market Rents - C&C
	L Kelly	24.50			1037	201	24.50	Market Rents - C&C
	Banked: 11/04/2026	40.00						
6	Barclaycard	40.00			204		40.00	Cashbook Correction
	Banked: 12/04/2026	52.00						
7	Barclaycard	52.00			204		52.00	Cashbook Correction
	Banked: 13/04/2026	30.00						
8	Barclaycard	30.00			204		30.00	Cashbook Correction
	Banked: 13/04/2026	53.00						
	SumUp	-0.90			4523	104	-0.90	BX Card Payment Fees
	BX Museum Tickets	24.60			1006	119	24.60	BX Museum Tickets - 10/04/26
	BX Museum Tickets	13.40			1006	119	13.40	BX Museum Tickets - 11/04/26
	BX Museum Tickets	15.90			1006	119	15.90	BX Museum Tickets - 12/04/26
	Banked: 13/04/2026	1,482.99						
	SumUp	-25.51			4524	104	-25.51	Mkt Card Payment Fees
	Market Rents	689.50			1020	201	689.50	Market Rents - 10/04/26
	Market Rents	772.50			1020	201	772.50	Market Rents - 11/04/26
	Market Rents	46.50			1037	201	46.50	Market Rents - 12/04/26 C&C
	Banked: 14/04/2026	529.50						
	Sales Recpts Page 854	529.50	529.50		101			Sales Recpts Page 854
	Banked: 14/04/2026	1,249.50						
	Sales Recpts Page 855	1,249.50	1,249.50		101			Sales Recpts Page 855
	Banked: 14/04/2026	44.00						
9	Barclaycard	44.00			204		44.00	Cashbook Correction
	Banked: 14/04/2026	163.67						
	SumUp	-2.83			4524	104	-2.83	Mkt Card Payment Fees
	Market Rents	166.50			1020	201	166.50	Market Rents - 13/04/26
	Banked: 15/04/2026	1,178.50						
	Sales Recpts Page 856	1,178.50	1,178.50		101			Sales Recpts Page 856
	Banked: 15/04/2026	26.00						
10	Barclaycard	26.00			204		26.00	Cashbook Correction
	Banked: 16/04/2026	2,395.00						
7	Income Cashbook	2,395.00			205		2,395.00	Income

Receipts for Month 1

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 16/04/2026	28.00						
11	Barclaycard	28.00			204		28.00	Cashbook Correction
	Banked: 16/04/2026	262.98						
	SumUp	-4.52			4524	104	-4.52	Mkt Card Payment Fees
	Market Rents	267.50			1020	201	267.50	Market Rents - 15/04/26
	Banked: 17/04/2026	28.00						
12	Barclaycard	28.00			204		28.00	Cashbook Correction
	Banked: 17/04/2026	145.98						
	SumUp	-2.52			4524	104	-2.52	Mkt Card Payment Fees
	Market Rents	148.50			1038	201	148.50	Market Rents - 16/04/26 F&C
	Banked: 17/04/2026	528.42						
	Stripe	-10.58			4524	104	-10.58	Mkt Card Payment Fees
	T Wright	24.50			1037	201	24.50	Market Rents - C&C
	E Stokes	38.00			1038	201	38.00	Market Rents - F&C
	A Davies	24.50			1037	201	24.50	Market Rents - C&C
	L Tomlinson	100.00			1037	201	100.00	Market Rents - C&C
	K Munslow	19.00			1038	201	19.00	Market Rents - F&C
	T James	174.00			1037	201	98.00	Market Rents - C&C
					1038	201	76.00	Market Rents - F&C
	P Walker	38.00			1038	201	38.00	Market Rents - F&C
	H Underhill	19.00			1038	201	19.00	Market Rents - F&C
	A Davies	19.00			1038	201	19.00	Market Rents - F&C
	I MacDonald	83.00			1037	201	83.00	Market Rents - Festival
	Banked: 18/04/2026	36.00						
13	Barclaycard	36.00			204		36.00	Cashbook Correction
	Banked: 19/04/2026	46.00						
14	Barclaycard	46.00			204		46.00	Cashbook Correction
	Banked: 20/04/2026	62.00						
15	Barclaycard	62.00			204		62.00	Cashbook Correction
	Banked: 20/04/2026	35.40						
	SumUp	-0.60			4523	104	-0.60	BX Card Payment Fees
	BX Museum Tickets	9.60			1006	119	9.60	BX Museum Tickets - 17/04/26
	BX Museum Tickets	10.80			1006	119	10.80	BX Museum Tickets - 18/04/26
	BX Museum Tickets	15.60			1006	119	15.60	BX Museum Tickets - 19/04/26
	Banked: 20/04/2026	1,421.32						
	SumUp	-24.43			4524	104	-24.43	Mkt Card Payment Fees
	Market Rents	668.50			1020	201	668.50	Market Rents - 17/04/26
	Market Rents	777.25			1020	201	777.25	Market Rents - 18/04/26
	Banked: 21/04/2026	971.00						
	Sales Recpts Page 858	971.00	971.00		101			Sales Recpts Page 858
	Banked: 21/04/2026	34.00						
16	Barclaycard	34.00			204		34.00	Cashbook Correction

Receipts for Month 1

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 21/04/2026	157.30						
	SumUp	-2.70			4525	104	-2.70	GH Card Payment Fees
	Mr Ellis	60.00			1166	105	60.00	Mayors Charity Folk Night Tkts
	K Cowell	100.00			1166	105	100.00	Mayor Charity 20s Dinner Tkts
	Banked: 21/04/2026	183.84						
	SumUp	-3.16			4524	104	-3.16	Mkt Card Payment Fees
	Market Rents	187.00			1020	201	187.00	Market Rents - 20/04/26
	Banked: 22/04/2026	523.00						
	Sales Recpts Page 859	523.00	523.00		101			Sales Recpts Page 859
	Banked: 22/04/2026	14.00						
17	Barclaycard	14.00			204		14.00	Cashbook Correction
	Banked: 23/04/2026	2,105.00						
6	Income Cashbook	2,105.00			205		2,105.00	Income
	Banked: 23/04/2026	946,655.00						
	Shropshire Council	946,655.00			1176	101	946,655.00	Precept 2026/27
	Banked: 23/04/2026	279.00						
	A Oakes - Street Food Group	279.00		7.50	1018	101	234.00	Street Trading Permit No. 937
					1022	201	37.50	Street Trading Electric
	Banked: 23/04/2026	44.00						
18	Barclaycard	44.00			204		44.00	Cashbook Correction
	Banked: 23/04/2026	307.71						
	SumUp	-5.29			4524	104	-5.29	Mkt Card Payment Fees
	Market Rents	313.00			1020	201	313.00	Market Rents - 22/04/26
	Banked: 23/04/2026	200.00						
	Mayor's Charity	200.00			4200	105	200.00	Mayor's Brewery PA Expenditure
	Banked: 23/04/2026	403.75						
	Mayor's Charity	403.75			4200	105	403.75	Mayor's Xmas Meal Catering
	Banked: 24/04/2026	316.00						
5	Income Cashbook	316.00			205		316.00	Income
	Banked: 24/04/2026	34.00						
19	Barclaycard	34.00			204		34.00	Cashbook Correction
	Banked: 24/04/2026	219.14						
	Stripe	219.14			4524	104	219.14	Mkt Card Payment Fees
	Banked: 24/04/2026	-219.14						
	Correction	-219.14			4524	104	-219.14	Correction
	Banked: 24/04/2026	219.14						
	Stripe	-4.86			4524	104	-4.86	Mkt Card Payment Fees
	P Lovatt	43.00		0.25	1037	201	41.50	Market Rents - Festival
					1022	201	1.25	Electricity - Festival

Receipts for Month 1

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	J Harding	41.50			1037	201	41.50	Market Rents - Festival
	H Underhill	60.50			1037	201	41.50	Market Rents - Festival
					1038	201	19.00	Market Rents - F&C
	A Khatkar	24.50			1037	201	24.50	Market Rents - C&C
	R Stanness	30.00			1038	201	30.00	Market Rents - F&C
	N Pharoah	24.50			1037	201	24.50	Market Rents - C&C
	Banked: 25/04/2026	44.00						
20	Barclaycard	44.00			204		44.00	Cashbook Correction
	Banked: 26/04/2026	66.00						
21	Barclaycard	66.00			204		66.00	Cashbook Correction
	Banked: 27/04/2026	84.00						
22	Barclaycard	84.00			204		84.00	Cashbook Correction
	Banked: 27/04/2026	38.94						
	SumUp	-0.66			4523	104	-0.66	BX Card Payment Fees
	BX Museum Tickets	7.20			1006	119	7.20	BX Museum Tickets - 24/04/26
	BX Museum Tickets	20.40			1006	119	20.40	BX Museum Tickets - 25/04/26
	BX Museum Tickets	12.00			1006	119	12.00	BX Museum Tickets - 26/05/26
	Banked: 27/04/2026	1,610.08						
	SumUp	-27.67			4524	104	-27.67	Mkt Card Payment Fees
	Market Rents	751.00			1020	201	751.00	Market Rents - 24/04/26
	Market Rents	636.25			1020	201	636.25	Market Rents - 25/04/26
	Market Rents	250.50			1037	201	250.50	Market Rents - 26/04/26 C&C
	Banked: 27/04/2026	971.00						
	Sales Recpts Page 867	971.00	971.00		101			Sales Recpts Page 867
	Banked: 28/04/2026	112.00						
	Sales Recpts Page 860	112.00	112.00		101			Sales Recpts Page 860
	Banked: 28/04/2026	56.00						
23	Barclaycard	56.00			204		56.00	Cashbook Correction
	Banked: 28/04/2026	235.94						
	SumUp	-4.06			4525	104	-4.06	GH Card Payment Fees
	J Hughes	100.00			1166	105	100.00	Mayors Event 20s Dinner Tkts
	J Hughes	20.00			1166	105	20.00	Mayors Event Croquet Tkts
	C Pearce	100.00			1166	105	100.00	Mayors Event 20s Dinner Tkts
	C Pearce	20.00			1166	105	20.00	Mayors Event 20s Dinner Tkts
	Banked: 28/04/2026	151.88						
	SumUp	-2.62			4524	104	-2.62	Mkt Card Payment Fees
	Market Rents	154.50			1020	201	154.50	Market Rents - 27/04/26
	Banked: 29/04/2026	20.00						
24	Barclaycard	20.00			204		20.00	Cashbook Correction
	Banked: 29/04/2026	196.62						
	SumUp	-3.38			4525	104	-3.38	GH Card Payment Fees
	R Thwaites	200.00			1166	105	200.00	Mayors Event 20s Dinner Tkts

Receipts for Month 1

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 29/04/2026	131.00						
	Stretton Memorials		131.00		1051	401	131.00	Mem Fee - Birmingham I/4/619
	Banked: 30/04/2026	2,560.00						
4	Income Cashbook		2,560.00		205		2,560.00	Income
	Banked: 30/04/2026	23,109.49						
	Shropshire Council		23,109.49		1187	101	23,109.49	Neighbourhood Fund
	Banked: 30/04/2026	42.00						
25	Barclaycard		42.00		204		42.00	Cashbook Correction
Total Receipts for Month		1,004,771.63	6,381.50	56.41			998,333.72	
Cashbook Totals		<u>1,096,006.52</u>	<u>6,381.50</u>	<u>56.41</u>			<u>1,089,568.61</u>	

Payments for Month 1

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
01/04/2026	TV Licence	Std Ord	14.95			4023	101	14.95	TV Licence
01/04/2026	Shropshire Council	Std Ord	2,164.00			4011	201	2,164.00	NDR Market
01/04/2026	Shropshire Council	Std Ord	54.20			4011	411	54.20	NDR Linney Boat House
01/04/2026	Shropshire Council	Std Ord	274.40			4011	401	274.40	NDR Cemetery
01/04/2026	Allstar Business Solutions Ltd	1	139.10	139.10		501			Fuel
02/04/2026	Water Plus	2	15.82	15.82		501			Linney Toi Water - Feb-Mar 26
02/04/2026	Water Plus	3	36.15	36.15		501			Cem Water - Feb-Mar 26
07/04/2026	Shropshire Council	Std Ord	990.00			4011	121	990.00	NDR Guildhall
07/04/2026	Waste Managed Ltd	4	454.14	454.14		501			Depot Waste Removal - Apr 26
08/04/2026	Barclays Bank	5	59.81	59.81		501			Bank Charges - Feb-Mar 26
08/04/2026	Allstar Business Solutions Ltd	26	61.13	61.13		501			Fuel - EV
13/04/2026	Barclaycard	4	1,701.30			204		1,701.30	Barclaycard
14/04/2026	West Mercia Energy	6	114.93	114.93		501			BX Gas - Feb 26
15/04/2026	Allstar Business Solutions Ltd	25	190.21	190.21		501			Fuel
16/04/2026	West Mercia Energy	7	3,305.42	3,305.42		501			Xmas Lights Electric - Feb 26
16/04/2026	Alphabet (UK) Ltd	22	403.19	403.19		501			Van Leasehire - LD23 TLT
16/04/2026	Alphabet (UK) Ltd	23	539.99	539.99		501			Van Leasehire - MJ73 VZY
16/04/2026	Alphabet (UK) Ltd	24	539.99	539.99		501			Van Leasehire - MJ73 ZGH
17/04/2026	AIB Merchant Services	8	42.93	42.93		501			Linney Card Payment Fees
17/04/2026	Plusnet plc	21	31.99	31.99		501			GH Broadband
21/04/2026	Cheaper Waste Ltd	20	1,371.14	1,371.14		501			Mkt Waste Excess - Mar 26
22/04/2026	Ludlow Town Council Payroll	9	11,437.64	11,437.64		501			Payroll - Mar 26
22/04/2026	Allstar Business Solutions Ltd	19	266.09	266.09		501			Fuel
23/04/2026	EE Ltd	18	413.00	413.00		501			Mobile Phone Charges
24/04/2026	SCG Together	15	34.43	34.43		501			GH Telephone - Mar 26
24/04/2026	Water Plus	16	128.20	128.20		501			Smithfield Water - Mar 26
24/04/2026	Water Plus	17	413.61	413.61		501			Castle St Toi Water - Mar 26
24/04/2026	Ludlow Town Council Payroll	26	9,422.13	9,422.13		501			Payroll - Apr 26
24/04/2026	Ludlow Town Council Payroll	27	32,135.75	32,135.75		501			Payroll - Apr 26
27/04/2026	Water Plus	13	52.21	52.21		501			Mkt Water - Mar 26
27/04/2026	Water Plus	14	44.70	44.70		501			GH Water - Mar 26
28/04/2026	PHS Group plc	10	465.33	465.33		501			CastleSt Sanitary Bins May-Jul
28/04/2026	Siemens Financial Servcies Ltd	12	226.80	226.80		501			Photocopier Rental
29/04/2026	Allstar Business Solutions Ltd	11	71.37	71.37		501			Fuel - EV
Total Payments for Month			67,616.05	62,417.20	0.00			5,198.85	
Balance Carried Fwd			1,028,390.47						
Cashbook Totals			1,096,006.52	62,417.20	0.00			1,033,589.32	

Item 11b
Reconciliation – March 2026

Bank Reconciliation Statement as at 31/03/2026
for Cashbook 1 - Barclays Combined

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
60949167 - Savings Account	31/03/2026	12	90,234.89
60664030 - Current Account	31/03/2026	12	1,000.00
			<u>91,234.89</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			91,234.89
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			91,234.89
		Balance per Cash Book is :-	91,234.89
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Item 11b
Reconciliation – April 2026

Bank Reconciliation Statement as at 30/04/2026
for Cashbook 1 - Barclays Combined

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
60949167 - Savings Account	30/04/2026	1	1,027,328.47
60664030 - Current Account	30/04/2026	1	1,000.00
			<u>1,028,328.47</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,028,328.47
<u>Unpresented Receipts (Plus)</u>			
29/04/2026 24		20.00	
30/04/2026 25		42.00	
			<u>62.00</u>
			1,028,390.47
		Balance per Cash Book is :-	1,028,390.47
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Item 11c

Barclaycard Payments, Income & Reconciliation – March 2026

Receipts for Month 12

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 16/03/2026	2,001.20						
7	Barclays Combined	2,001.20			201		2,001.20	Barclaycard
Total Receipts for Month		2,001.20	0.00	0.00			2,001.20	
Cashbook Totals		<u>2,001.20</u>	<u>0.00</u>	<u>0.00</u>			<u>2,001.20</u>	

Payments for Month 12

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
20/01/2026	Shropshire Council	1	10.00		1.67	4227	201	8.33	Parking Permits - 19/01/26
21/01/2026	Royal Mail	2	87.00			4021	101	87.00	Postage
22/01/2026	Shropshire Council	3	6.00		1.00	4227	201	5.00	Parking Permits - 21/01/26
22/01/2026	Smarty	4	10.00			4020	119	10.00	BX Broadband
23/01/2026	NABMA	5	540.00		90.00	4009	101	450.00	NABMA Conference
23/01/2026	Shropshire Council	6	24.00		4.00	4227	201	20.00	Parking Permits - 22/01/26
24/01/2026	Shropshire Council	7	30.00		5.00	4227	201	25.00	Parking Permits - 23/01/26
25/01/2026	Shropshire Council	8	40.00		6.67	4227	201	33.33	Parking Permits - 24/01/26
27/01/2026	Shropshire Council	9	12.00		2.00	4227	201	10.00	Parking Permits - 26/01/26
29/01/2026	Shropshire Council	11	12.00		2.00	4227	201	10.00	Parking Permits - 28/01/26
29/01/2026	FC Flags	10	335.34		55.89	4303	410	279.45	Bunting
31/01/2026	Shropshire Council	12	40.00		6.67	4227	201	33.33	Parking Permits - 30/01/26
01/02/2026	Shropshire Council	13	40.00		6.67	4227	201	33.33	Parking Permits - 31/01/26
02/02/2026	Royal Mail	14	87.00			4021	101	87.00	Postage
03/02/2026	Shropshire Council	15	14.00		2.33	4227	201	11.67	Parking Permits - 02/02/26
05/02/2026	Trainline	16	87.15			4005	102	87.15	NABMA Conference Travel Costs
05/02/2026	Adobe Systems Software Ireland	17	19.97		3.33	4023	101	16.64	Acrobat Pro Monthly Fee
05/02/2026	Imagin Products Ltd	18	19.98		3.33	4022	101	16.65	Staff ID Badges
05/02/2026	Shropshire Council	19	20.00		3.33	4227	201	16.67	Parking Permits - 04/02/26
07/02/2026	Shropshire Council	20	28.00		4.67	4227	201	23.33	Parking Permits - 06/02/26
08/02/2026	Shropshire Council	21	40.00		6.67	4227	201	33.33	Parking Permits - 07/02/26
10/02/2026	Shropshire Council	22	24.00		4.00	4227	201	20.00	Parking Permits - 09/02/26
11/02/2026	J&A (International) Ltd	23	168.00		28.00	4354	302	140.00	Mkt Parking Signage x10
11/02/2026	Ebay	24	6.45		0.09	4319	500	6.36	First Aid Saline Sterile Wipes
11/02/2026	Ebay	25	-22.43			4017	101	-22.43	Refund Councillor Refreshments
12/02/2026	Staples	26	28.92			4017	101	28.92	Councillor Refreshments
12/02/2026	Shropshire Council	27	18.00		3.00	4227	201	15.00	Parking Permits - 11/02/26
13/02/2026	Adobe Systems Software Ireland	28	47.48			4612	121	47.48	Creative Cloud Monthly Fee
13/02/2026	Shropshire Council	29	38.00		6.33	4227	201	31.67	Parking Permits - 12/02/26
13/02/2026	RLSS UK	30	76.75		12.79	4608	411	63.96	Lifbuoy 750mm & Throw Rope
14/02/2026	Shropshire Council	31	36.00		6.00	4227	201	30.00	Parking Permits -

Payments for Month 12

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
									13/02/26
15/02/2026	Shropshire Council	32	40.00		6.67	4227	201	33.33	Parking Permits - 14/02/26
16/02/2026	Zoom Video Communications Inc.	33	15.59		2.60	4612	121	12.99	Zoom Monthly Fee
17/02/2026	Shropshire Council	32	22.00		3.67	4227	201	18.33	Parking Permits - 16/02/26
Total Payments for Month			2,001.20	0.00	278.38			1,722.82	
Balance Carried Fwd			0.00						
Cashbook Totals			2,001.20	0.00	278.38			1,722.82	

Bank Reconciliation Statement as at 31/03/2026
for Cashbook 5 - Barclaycard

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Barclaycard	31/03/2026	12	0.00
			0.00
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Item 11c

Barclaycard Payments, Income & Reconciliation – April 2026

Receipts for Month 1

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 06/04/2026	56.00						
	Linney Parking Meter	56.00		9.33	1075	411	46.67	Linney Parking Meter 06/04/26
	Banked: 07/04/2026	78.00						
	Linney Parking Meter	78.00		13.00	1075	411	65.00	Linney Parking Meter 07/04/26
	Banked: 08/04/2026	80.00						
	Linney Parking Meter	80.00		13.33	1075	411	66.67	Linney Parking Meter 08/04/26
	Banked: 09/04/2026	64.00						
	Linney Parking Meter	64.00		10.67	1075	411	53.33	Linney Parking Meter 09/04/26
	Banked: 10/04/2026	36.00						
	Linney Parking Meter	36.00		6.00	1075	411	30.00	Linney Parking Meter 10/04/26
	Banked: 11/04/2026	40.00						
	Linney Parking Meter	40.00		6.67	1075	411	33.33	Linney Parking Meter 11/04/26
	Banked: 12/04/2026	52.00						
	Linney Parking Meter	52.00		8.67	1075	411	43.33	Linney Parking Meter 12/04/26
	Banked: 13/04/2026	1,701.30						
4	Barclays Combined	1,701.30			201		1,701.30	Barclaycard
	Banked: 13/04/2026	30.00						
	Linney Parking Meter	30.00		5.00	1075	411	25.00	Linney Parking Meter 13/04/26
	Banked: 14/04/2026	44.00						
	Linney Parking Meter	44.00		7.33	1075	411	36.67	Linney Parking Meter 14/04/26
	Banked: 15/04/2026	26.00						
	Linney Parking Meter	26.00		4.33	1075	411	21.67	Linney Parking Meter 15/04/26
	Banked: 16/04/2026	28.00						
	Linney Parking Meter	28.00		4.67	1075	411	23.33	Linney Parking Meter 16/04/26
	Banked: 17/04/2026	28.00						
	Linney Parking Meter	28.00		4.67	1075	411	23.33	Linney Parking Meter 17/04/26
	Banked: 18/04/2026	36.00						
	Linney Parking Meter	36.00		6.00	1075	411	30.00	Linney Parking Meter 18/04/26
	Banked: 19/04/2026	46.00						
	Linney Parking Meter	46.00		7.67	1075	411	38.33	Linney Parking Meter 19/04/26
	Banked: 20/04/2026	62.00						
	Linney Parking Meter	62.00		10.33	1075	411	51.67	Linney Parking Meter 20/04/26
	Banked: 21/04/2026	34.00						
	Linney Parking Meter	34.00		5.67	1075	411	28.33	Linney Parking Meter 21/04/26
	Banked: 22/04/2026	14.00						
	Linney Parking Meter	14.00		2.33	1075	411	11.67	Linney Parking Meter 22/04/26
	Banked: 23/04/2026	44.00						

Receipts for Month 1

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Linney Parking Meter	44.00		7.33	1075	411	36.67	Linney Parking Meter 23/04/26
	Banked: 24/04/2026	34.00						
	Linney Parking Meter	34.00		5.67	1075	411	28.33	Linney Parking Meter 24/04/26
	Banked: 25/04/2026	44.00						
	Linney Parking Meter	44.00		7.33	1075	411	36.67	Linney Parking Meter 25/04/26
	Banked: 26/04/2026	66.00						
	Linney Parking Meter	66.00		11.00	1075	411	55.00	Linney Parking Meter 26/04/26
	Banked: 27/04/2026	84.00						
	Linney Parking Meter	84.00		14.00	1075	411	70.00	Linney Parking Meter 27/04/26
	Banked: 28/04/2026	56.00						
	Linney Parking Meter	56.00		9.33	1075	411	46.67	Linney Parking Meter 28/04/26
	Banked: 29/04/2026	20.00						
	Linney Parking Meter	20.00		3.33	1075	411	16.67	Linney Parking Meter 29/04/26
	Banked: 30/04/2026	42.00						
	Linney Parking Meter	42.00		7.00	1075	411	35.00	Linney Parking Meter 30/04/26
	Total Receipts for Month	2,845.30	0.00	190.66			2,654.64	
	Balance Carried Fwd	2,776.34						
	Cashbook Totals	<u>5,621.64</u>	<u>0.00</u>	<u>190.66</u>			<u>5,430.98</u>	

Payments for Month 1

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
19/02/2026	Ebay	1	12.75			4319	500	12.75	Xmas Lights Jump Rings
19/02/2026	Shropshire Council	2	16.00		2.67	4227	201	13.33	Parking Permits - 18/02/26
21/02/2026	Shropshire Council	3	40.00		6.67	4227	201	33.33	Parking Permits - 20/02/26
22/02/2026	Shropshire Council	4	40.00		6.67	4227	201	33.33	Parking Permits - 21/02/26
22/02/2026	Smarty	5	10.00			4020	119	10.00	BX Broadband
24/02/2026	Shropshire Council	6	16.00			4227	201	16.00	Parking Permits - 23/02/26
25/02/2026	RLSS UK Shop	7	130.74		21.79	4608	411	108.95	Lifebuoy x2
25/02/2026	Land Registry	8	14.00			4055	101	14.00	Land Reg Search - Helena Lane
26/02/2026	Shaw & Sons Ltd	9	246.00		41.00	4230	401	205.00	Cem Register of Burials
26/02/2026	Shropshire Council	10	28.00		4.67	4227	201	23.33	Parking Permits - 25/02/26
27/02/2026	uCheck	11	40.90		3.23	4800	501	37.67	DBS Check - Cllr Ward
27/02/2026	Shropshire Council	12	40.00		6.67	4227	201	33.33	Parking Permits - 26/02/26
28/02/2026	Shropshire Council	13	40.00		6.67	4227	201	33.33	Parking Permits - 27/02/26
01/03/2026	Shropshire Council	14	40.00		6.67	4227	201	33.33	Parking Permits - 28/02/26
02/03/2026	Trainline	15	22.24			4005	102	22.24	Travel Visitor Economy Mtg KP
03/03/2026	Shropshire Council	16	28.00		4.67	4227	201	23.33	Parking Permits - 02/03/26
04/03/2026	Post Office	17	3.99			4021	101	3.99	Postage
05/03/2026	Adobe Systems Software Ireland	18	19.97		3.33	4612	121	16.64	Adobe Acrobat Pro Monthly Fee
05/03/2026	Shropshire Council	19	40.00		6.67	4227	201	33.33	Parking Permits - 04/05/26
07/03/2026	Farson Digital	20	24.00			4023	101	24.00	River Monitoring Subscription
07/03/2026	Shropshire Council	21	42.00		7.00	4227	201	35.00	Parking Permits - 06/03/26
08/03/2026	Shropshire Council	22	40.00		6.67	4227	201	33.33	Parking Permits - 07/03/26
09/03/2026	Shropshire Council	23	40.00		6.67	4227	201	33.33	Parking Permits - 08/03/26
10/03/2026	Shropshire Council	24	34.00		5.67	4227	201	28.33	Parking Permits - 09/03/26
11/03/2026	Helping Hands Environmental	25	118.00		19.67	4323	500	98.33	Litter Pickers x5
11/03/2026	Party Perfecto	26	29.70		4.95	4017	201	24.75	Mkt Receipt Books
12/03/2026	Amazon	27	282.96		12.75	4026	101	270.21	Standing Desk x2 & Drawers
12/03/2026	Shropshire Council	28	40.00		6.67	4227	201	33.33	Parking Permits - 11/03/26
13/03/2026	Adobe Systems Software Ireland	29	47.48			4612	121	47.48	Creative Cloud Monthly Fee
13/03/2026	Shropshire Council	30	38.00		6.33	4227	201	31.67	Parking Permits - 12/03/26
14/03/2026	Shropshire Council	31	40.00		6.67	4227	201	33.33	Parking Permits -

Payments for Month 1

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
									13/03/26
15/03/2026	Shropshire Council	32	40.00		6.67	4227	201	33.33	Parking Permits - 14/03/26
16/03/2026	Zoom Video Communications Inc.	33	15.59		2.60	4612	121	12.99	Zoom Monthly Fee
17/03/2026	Shropshire Council	34	28.00		4.67	4227	201	23.33	Parking Permits - 16/03/26
18/03/2026	Amazon	35	12.98		2.16	4026	101	10.82	GH Room Thermometer x4
19/03/2026	Shropshire Council	1	40.00		6.67	4227	201	33.33	Parking Permits - 18/03/26
21/03/2026	Shropshire Council	2	40.00		6.67	4227	201	33.33	Parking Permits - 20/03/26
22/03/2026	Shropshire Council	3	40.00		6.67	4227	201	33.33	Parking Permits - 21/03/26
22/03/2026	Smarty.co.uk	4	10.00			4020	119	10.00	BX Broadband
24/03/2026	Shropshire Council	5	28.00		4.67	4227	201	23.33	Parking Permits - 23/03/26
25/03/2026	Berry Useful	6	55.00			4800	501	55.00	Lamp Light of Peace
26/03/2026	Boxtrees Nursery	7	48.15			4303	410	48.15	Mem Sq Box Plant
26/03/2026	JW Plant & Co Ltd	8	50.27		8.38	4210	105	41.89	Lamp Light of Peace Flag
26/03/2026	Shropshire Council	9	24.00		4.00	4227	201	20.00	Parking Permits - 25/03/26
27/03/2026	Shropshire Council	10	40.00		6.67	4227	201	33.33	Parking Permits - 26/03/26
28/03/2026	Shropshire Council	11	40.00		6.67	4227	201	33.33	Parking Permits - 27/03/26
30/03/2026	Ebay	12	11.97			4022	101	11.97	Coin Bags
30/03/2026	Amazon	13	9.99		1.67	4522	119	8.32	BX Museum Jigsaw
30/03/2026	Shropshire Council	14	80.00		13.33	4227	201	33.33	Parking Permits - 28/03/26
						4227	201	33.34	Parking Permits - 29/03/26
31/03/2026	Shropshire Council	15	34.00		5.67	4227	201	28.33	Parking Permits - 30/03/26
01/04/2026	Amazon	16	129.99		21.67	4026	101	108.32	Height Adjust Standing Desk
02/04/2026	Shropshire Council	17	76.00		12.67	4227	201	63.33	Parking Permits - 01/04/26
03/04/2026	Shropshire Council	18	48.00		8.00	4227	201	40.00	Parking Permits - 02/04/26
04/04/2026	Shropshire Council	19	80.00		13.33	4227	201	66.67	Parking Permits - 03/04/26
05/04/2026	Adobe Systems Software Ireland	20	19.97		3.33	4612	121	16.64	Adobe Acrobat Pro Monthly Fee
05/04/2026	Shropshire Council	21	80.00		13.33	4227	201	66.67	Parking Permits - 04/04/26
06/04/2026	Barclays Combined	1	56.00				201	56.00	Cashbook Correction
07/04/2026	Barclays Combined	2	78.00				201	78.00	Cashbook Correction
07/04/2026	Shropshire Council	22	80.00		13.33	4227	201	66.67	Parking Permits - 06/04/26
08/04/2026	Barclays Combined	3	80.00				201	80.00	Cashbook Correction

Payments for Month 1

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
08/04/2026	Tarpaulins Direct	23	154.94		25.82	4222	201	129.12	Mkt Bungee Cords x200
09/04/2026	Barclays Combined	4	64.00				201	64.00	Cashbook Correction
09/04/2026	Amazon	24	215.93		36.00	4222	401	179.93	Cem Solar Cameras x4
09/04/2026	One Garden	25	299.99		50.00	4222	401	249.99	Cem Arch
09/04/2026	Amazon	26	54.14		9.02	4026	101	45.12	Computer Cables
09/04/2026	Shropshire Council	27	80.00		13.33	4227	201	66.67	Parking Permits - 08/04/26
10/04/2026	Barclays Combined	5	36.00				201	36.00	Cashbook Correction
10/04/2026	Shropshire Council	28	80.00		13.33	4227	201	66.67	Parking Permits - 09/04/26
11/04/2026	Barclays Combined	6	40.00				201	40.00	Cashbook Correction
11/04/2026	Shropshire Council	29	80.00		13.33	4227	201	66.67	Parking Permits - 10/04/26
11/04/2026	Microsoft 365 Family	30	104.99			4612	121	104.99	Microsoft 365 Family Annual
12/04/2026	Barclays Combined	7	52.00				201	52.00	Cashbook Correction
12/04/2026	Shropshire Council	31	84.00		14.00	4227	201	70.00	Parking Permits - 11/04/26
13/04/2026	Barclays Combined	8	30.00				201	30.00	Cashbook Correction
13/04/2026	Adobe Systems Software Ireland	32	55.41			4612	121	55.41	Creative Cloud Monthly Fee
13/04/2026	NLS Security Ltd	33	103.93		17.32	4222	303	86.61	Disabled Bathroom Lockset
13/04/2026	Shropshire Council	34	68.00		11.33	4227	201	56.67	Parking Permits - 12/04/26
14/04/2026	Barclays Combined	9	44.00				201	44.00	Cashbook Correction
14/04/2026	Shropshire Council	35	76.00		12.67	4227	201	63.33	Parking Permits - 13/04/26
15/04/2026	Barclays Combined	10	26.00				201	26.00	Cashbook Correction
15/04/2026	Engraving Studios	36	21.45		2.99	4501	302	18.46	Mem Bench Plaque
15/04/2026	DPD Online Uk	37	8.83		1.47	4021	101	7.36	Postage - Hydrajaws
16/04/2026	Barclays Combined	11	28.00				201	28.00	Cashbook Correction
16/04/2026	Zoom Video Communications Inc.	38	15.59		2.60	4612	121	12.99	Zoom Monthly Fee
16/04/2026	Royal Mail	39	143.80				4021	143.80	Postage Stamps
16/04/2026	Shropshire Council	40	64.00		10.67	4227	201	53.33	Parking Permits - 15/04/26
17/04/2026	Barclays Combined	12	28.00				201	28.00	Cashbook Correction
18/04/2026	Barclays Combined	13	36.00				201	36.00	Cashbook Correction
19/04/2026	Barclays Combined	14	46.00				201	46.00	Cashbook Correction
20/04/2026	Barclays Combined	15	62.00				201	62.00	Cashbook Correction
21/04/2026	Barclays Combined	16	34.00				201	34.00	Cashbook Correction
22/04/2026	Barclays Combined	17	14.00				201	14.00	Cashbook Correction
23/04/2026	Barclays Combined	18	44.00				201	44.00	Cashbook Correction
24/04/2026	Barclays Combined	19	34.00				201	34.00	Cashbook Correction
25/04/2026	Barclays Combined	20	44.00				201	44.00	Cashbook Correction
26/04/2026	Barclays Combined	21	66.00				201	66.00	Cashbook Correction
27/04/2026	Barclays Combined	22	84.00				201	84.00	Cashbook Correction
28/04/2026	Barclays Combined	23	56.00				201	56.00	Cashbook Correction
29/04/2026	Barclays Combined	24	20.00				201	20.00	Cashbook Correction
30/04/2026	Barclays Combined	25	42.00				201	42.00	Cashbook Correction

Total Payments for Month	5,621.64	0.00	611.14	5,010.50
Cashbook Totals	<u>5,621.64</u>	<u>0.00</u>	<u>611.14</u>	<u>5,010.50</u>

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Barclaycard	30/04/2026	1	0.00
			0.00
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
19/03/2026 1	Shropshire Council	40.00	
21/03/2026 2	Shropshire Council	40.00	
22/03/2026 3	Shropshire Council	40.00	
22/03/2026 4	Smarty.co.uk	10.00	
24/03/2026 5	Shropshire Council	28.00	
25/03/2026 6	Berry Useful	55.00	
26/03/2026 7	Boxtrees Nursery	48.15	
26/03/2026 8	JW Plant & Co Ltd	50.27	
26/03/2026 9	Shropshire Council	24.00	
27/03/2026 10	Shropshire Council	40.00	
28/03/2026 11	Shropshire Council	40.00	
30/03/2026 12	Ebay	11.97	
30/03/2026 13	Amazon	9.99	
30/03/2026 14	Shropshire Council	80.00	
31/03/2026 15	Shropshire Council	34.00	
01/04/2026 16	Amazon	129.99	
02/04/2026 17	Shropshire Council	76.00	
03/04/2026 18	Shropshire Council	48.00	
04/04/2026 19	Shropshire Council	80.00	
05/04/2026 20	Adobe Systems Software Ireland	19.97	
05/04/2026 21	Shropshire Council	80.00	
07/04/2026 22	Shropshire Council	80.00	
08/04/2026 23	Tarpaulins Direct	154.94	
09/04/2026 24	Amazon	215.93	
09/04/2026 25	One Garden	299.99	
09/04/2026 26	Amazon	54.14	
09/04/2026 27	Shropshire Council	80.00	
10/04/2026 28	Shropshire Council	80.00	
11/04/2026 29	Shropshire Council	80.00	
11/04/2026 30	Microsoft 365 Family	104.99	
12/04/2026 31	Shropshire Council	84.00	
13/04/2026 32	Adobe Systems Software Ireland	55.41	
13/04/2026 33	NLS Security Ltd	103.93	
13/04/2026 34	Shropshire Council	68.00	
14/04/2026 35	Shropshire Council	76.00	
15/04/2026 36	Engraving Studios	21.45	
15/04/2026 37	DPD Online Uk	8.83	
16/04/2026 38	Zoom Video Communications Inc.	15.59	
16/04/2026 39	Royal Mail	143.80	
16/04/2026 40	Shropshire Council	64.00	

	<u>Amount</u>	<u>Balances</u>
		<u>2,776.34</u>
		-2,776.34
<u>Unpresented Receipts (Plus)</u>		
	0.00	
		<u>0.00</u>
		-2,776.34
	Balance per Cash Book is :-	-2,776.34
	Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Item 11d

Petty Cash Payments, Income & Reconciliation – March 2026

Receipts for Month 12

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	27.87					27.87	
	Banked: 06/03/2026	172.13						
8	Income Cashbook	172.13			205		172.13	Petty Cash
Total Receipts for Month		172.13	0.00	0.00			172.13	
Cashbook Totals		<u>200.00</u>	<u>0.00</u>	<u>0.00</u>			<u>200.00</u>	

Payments for Month 12

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
02/03/2026	TFM	1	51.00		8.50	4303	410	42.50	Bark Chips - Old St Beds
05/03/2026	Councillors Refreshments	2	3.00			4017	101	3.00	Councillors Refreshments
06/03/2026	Samuels of Shropshire	3	6.00		1.00	4210	105	5.00	Dry Clean Mayor's Ruff
09/03/2026	Spar	4	2.60			4032	101	2.60	Newspapers
09/03/2026	Spar	5	2.60			4032	101	2.60	Newspapers
10/03/2026	Home Bargains	6	6.98		1.16	4017	201	5.82	Easter Trail Sweets
10/03/2026	Tesco	7	6.35		1.06	4522	119	5.29	Easter Trail Sweets
10/03/2026	B&M Retail Ltd	8	3.49		0.58	4017	201	2.91	Easter Trail Sweets
11/03/2026	Amazon	9	19.29		3.22	4026	101	16.07	Lumbar Support Cushion - KP
18/03/2026	Temu	10	23.39			4522	119	23.39	BX Museum Anniversary Decor
23/03/2026	Spar	11	2.60			4032	101	2.60	Newspapers
23/03/2026	Spar	12	2.60			4032	101	2.60	Newspapers
30/03/2026	Savers	13	0.89			4017	101	0.89	GH Cleaning Supplies
30/03/2026	Spar	14	2.60			4032	101	2.60	Newspapers
Total Payments for Month			133.39	0.00	15.52			117.87	
Balance Carried Fwd			66.61						
Cashbook Totals			200.00	0.00	15.52			184.48	

Bank Reconciliation Statement as at 31/03/2026
for Cashbook 3 - Petty Cash

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Petty Cash	31/03/2026	12	66.61
			<u>66.61</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			66.61
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			66.61
		Balance per Cash Book is :-	66.61
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Item 11d

Petty Cash Payments, Income & Reconciliation – April 2026

Receipts for Month 1

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	66.61					66.61	
	Banked: 23/04/2026	150.01						
8	Income Cashbook	150.01				205	150.01	Petty Cash Restore
Total Receipts for Month		150.01	0.00	0.00			150.01	
Cashbook Totals		<u>216.62</u>	<u>0.00</u>	<u>0.00</u>			<u>216.62</u>	

Payments for Month 1

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
02/04/2026	Savers	15	2.33			4222	119	2.33	BX Cleaning Supplies
02/04/2026	Spar	16	2.60			4032	101	2.60	Newspapers
08/04/2026	Councillors Refreshments	17	3.00			4017	101	3.00	Councillors Refreshments
08/04/2026	Savers	18	0.99			4222	119	0.99	BX Cleaning Supplies
15/04/2026	Spar	19	3.00		0.50	4017	201	2.50	Mk Easter Trail Prizes
16/04/2026	Spar	20	2.60			4032	101	2.60	Newspapers
17/04/2026	Spar	21	2.60			4032	101	2.60	Newspapers
22/04/2026	Savers	1	7.28		1.21	4222	401	6.07	Cem CCTV Camera Batteries
30/04/2026	Spar	2	2.60			4032	101	2.60	Newspapers
Total Payments for Month			27.00	0.00	1.71			25.29	
Balance Carried Fwd			189.62						
Cashbook Totals			216.62	0.00	1.71			214.91	

Bank Reconciliation Statement as at 30/04/2026
for Cashbook 3 - Petty Cash

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Petty Cash	30/04/2026	1	189.62
			<u>189.62</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			189.62
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			189.62
		Balance per Cash Book is :-	189.62
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Item 11e

Public Sector Deposit Fund Payments, Income & Reconciliation – March 2026

Receipts for Month 12

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	1,783,080.05					1,783,080.05	
	Banked: 03/03/2026	5,165.39						
	Public Sector Deposit Fund	5,165.39			1196	101	5,165.39	Income Reinvested
	Total Receipts for Month	5,165.39	0.00	0.00			5,165.39	
	Cashbook Totals	<u>1,788,245.44</u>	<u>0.00</u>	<u>0.00</u>			<u>1,788,245.44</u>	

Payments for Month 12

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
03/03/2026	Barclays Combined	1	79,682.29			201		79,682.29	PSDF Withdrawal
30/03/2026	Barclays Combined	6	59,153.80			201		59,153.80	Public Sector Deposit Fund
Total Payments for Month			138,836.09	0.00	0.00			138,836.09	
Balance Carried Fwd			1,649,409.35						
Cashbook Totals			<u>1,788,245.44</u>	0.00	0.00			<u>1,788,245.44</u>	

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Public Sector Deposit Fund	31/03/2026	12	1,649,409.35
			<u>1,649,409.35</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,649,409.35
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,649,409.35
		Balance per Cash Book is :-	1,649,409.35
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Item 11e

Public Sector Deposit Fund Payments, Income & Reconciliation – April 2026

Receipts for Month 1

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	1,649,409.35					1,649,409.35	
	Banked: 02/04/2026	5,435.96						
	Public Sector Deposit Fund	5,435.96			1196	101	5,435.96	Income Reinvested
	Total Receipts for Month	5,435.96	0.00	0.00			5,435.96	
	Cashbook Totals	<u>1,654,845.31</u>	<u>0.00</u>	<u>0.00</u>			<u>1,654,845.31</u>	

Payments for Month 1

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
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0.00

Total Payments for Month			0.00	0.00	0.00			0.00	
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Balance Carried Fwd			1,654,845.31						
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Cashbook Totals			1,654,845.31	0.00	0.00			1,654,845.31	
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Bank Reconciliation Statement as at 30/04/2026
for Cashbook 4 - Public Sector Deposit Fund

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Public Sector Deposit Fund	30/04/2026	1	1,654,845.31
			<u>1,654,845.31</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			1,654,845.31
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			1,654,845.31
		Balance per Cash Book is :-	1,654,845.31
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Item 11f

Income Payments, Income & Reconciliation – March 2026

Receipts for Month 12

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Balance Brought Fwd :	53.38					53.38	
	Banked: 06/03/2026	2,101.60						
	Market Rents	111.00			1020	201	111.00	Market Rents - 23/02/26
	Electricity	9.50		1.58	1022	201	7.92	Electricity - 23/02/26
	Parking Permits	16.00		2.67	1040	201	13.33	Parking Permits - 23/02/26
	Market Rents	160.00			1020	201	160.00	Market Rents - 25/02/26
	Electricity	11.00		1.83	1022	201	9.17	Electricity - 25/02/26
	Parking Permits	28.00		4.67	1040	201	23.33	Parking Permits - 25/02/26
	Toilet Coin Boxes	81.20		13.53	1174	303	67.67	Toilet Coin Boxes - 25/02/26
	Linney Parking Meter	120.10		20.02	1075	411	100.08	Linney Parking Meter 02/03/26
	Market Rents	186.00			1020	201	186.00	Market Rents - 04/03/26
	Electricity	14.00		2.33	1022	201	11.67	Electricity - 04/03/26
	Parking Permits	40.00		6.67	1040	201	33.33	Parking Permits - 04/03/26
	Market Rents	555.50			1020	201	555.50	Market Rents - 28/02/26
	Electricity	19.00		3.17	1022	201	15.83	Electricity - 28/02/26
	Parking Permits	40.00		6.67	1040	201	33.33	Parking Permits - 28/02/26
	Market Rents	395.50			1020	201	395.50	Market Rents - 27/02/26
	Electricity	20.50		3.42	1022	201	17.08	Electricity - 27/02/26
	Parking Permits	40.00		6.67	1040	201	33.33	Parking Permits - 27/02/26
	BX Market Rents	14.50			1003	201	14.50	BX Market Rents - 27/02/26
	Market Rents	132.50			1020	201	132.50	Market Rents - 02/03/26
	Electricity	21.00		3.50	1022	201	17.50	Electricity - 02/03/26
	Parking Permits	28.00		4.67	1040	201	23.33	Parking Permits - 02/03/26
	BX Museum Sales	0.75		0.12	1008	119	0.63	BX Museum Sales - 27/02/26
	BX Museum Tickets	22.75			1006	119	22.75	BX Museum Tickets - 27/02/26
	BX Museum Sales	11.80		1.46	1008	119	10.34	BX Museum Sales - 28/02/26
	BX Museum Donations	0.90			1007	119	0.90	BX Museum Donations - 28/02/26
	BX Museum Tickets	11.10			1006	119	11.10	BX Museum Tickets - 28/02/26
	BX Museum Sales	3.00			1008	119	3.00	BX Museum Sales - 28/02/26
	BX Museum Donations	5.00			1007	119	5.00	BX Museum Donations - 28/02/26
	BX Museum Tickets	3.00			1006	119	3.00	BX Museum Tickets - 28/02/26
	Banked: 16/03/2026	2,465.00						
	Linney Parking Meter	158.00		26.33	1075	411	131.67	Linney Parking Meter 16/03/26
	Market Rents	468.50			1020	201	468.50	Market Rents - 14/03/26
	BX Market Rents	31.00			1003	201	31.00	BX Market Rents - 14/03/26
	Electricity	20.50		3.42	1022	201	17.08	Electricity - 14/03/26
	Parking Permits	40.00		6.67	1040	201	33.33	Parking Permits - 14/03/26
	Market Rents	201.50			1020	201	201.50	Market Rents - 13/03/26
	BX Market Rents	29.00			1003	201	29.00	BX Market Rents - 13/03/26
	Electricity	17.00		2.83	1022	201	14.17	Electricity - 13/03/26
	Parking Permits	40.00		6.67	1040	201	33.33	Parking Permits - 13/03/26
	Market Rents	162.50			1020	201	162.50	Market Rents - 11/03/26
	Electricity	12.00		2.00	1022	201	10.00	Electricity - 11/03/26
	Parking Permits	40.00		6.67	1040	201	33.33	Parking Permits - 11/03/26
	Stretton Memorials	131.00			1051	401	131.00	Mem Fee - R&S BodenhamGG/8/206
	Market Rents	154.00			1020	201	154.00	Market Rents - 09/03/26
	Electricity	17.50		2.92	1022	201	14.58	Electricity - 09/03/26
	Parking Permits	34.00		5.67	1040	201	28.33	Parking Permits - 09/03/26
	Market Rents	59.50			1037	201	59.50	Market Rents - 08/03/26 C&C

Receipts for Month 12

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Electricity	9.00		1.50	1022	201	7.50	Electricity - 08/03/26
	Parking Permits	40.00		6.67	1040	201	33.33	Parking Permits - 08/03/26
	Market Rents	469.00			1020	201	469.00	Market Rents - 07/03/26
	BX Market Rents	31.00			1003	201	31.00	BX Market Rents - 07/03/26
	Electricity	20.50		3.42	1022	201	17.08	Electricity - 07/03/26
	Parking Permits	40.00		6.67	1040	201	33.33	Parking Permits - 07/03/26
	Market Rents	126.00			1020	201	126.00	Market Rents - 06/03/26
	BX Market Rents	29.00			1003	201	29.00	BX Market Rents - 06/03/26
	Electricity	19.50		3.25	1022	201	16.25	Electricity - 06/03/26
	Parking Permits	40.00		6.67	1040	201	33.33	Parking Permits - 06/03/26
	S Povall	25.00	25.00		101			Sales Recpts Page 849
	Banked: 26/03/2026	2,027.55						
	Market Rents	101.00			1020	201	101.00	Market Rents - 25/03/26
	Electricity	18.00		3.00	1022	201	15.00	Electricity - 25/03/26
	Parking Permits	24.00		4.00	1040	201	20.00	Parking Permits - 25/03/26
	Market Rents	159.50			1020	201	159.50	Market Rents - 23/03/26
	Electricity	15.00		2.50	1022	201	12.50	Electricity - 23/03/26
	Parking Permits	28.00		4.67	1040	201	23.33	Parking Permits - 23/03/26
	BX Museum Sales	5.90		0.98	1008	119	4.92	BX Museum Sales - 20/03/26
	BX Museum Tickets	14.80			1006	119	14.80	BX Museum Tickets - 20/03/26
	BX Museum Sales	4.00		0.67	1008	119	3.33	BX Museum Sales - 21/03/26
	BX Museum Tickets	30.00			1006	119	30.00	BX Museum Tickets - 21/03/26
	BX Museum Sales	2.20		0.37	1008	119	1.83	BX Museum Sales - 22/03/26
	BX Museum Donations	1.00			1007	119	1.00	BX Museum Donations - 22/03/26
	BX Museum Tickets	16.80			1006	119	16.80	BX Museum Tickets - 22/03/26
	Linney Parking Meter	50.00		8.33	1075	411	41.67	Linney Parking Meter 20/03/26
	B Batchelor	25.00	25.00		101			Sales Recpts Page 850
	Market Rents	486.50			1020	201	486.50	Market Rents - 21/03/26
	BX Market Rents	31.00			1003	201	31.00	BX Market Rents - 21/03/26
	Electricity	27.00		4.50	1022	201	22.50	Electricity - 21/03/26
	Parking Permits	40.00		6.67	1040	201	33.33	Parking Permits - 21/03/26
	Market Rents	329.50			1020	201	329.50	Market Rents - 20/03/26
	BX Market Rents	29.00			1003	201	29.00	BX Market Rents - 20/03/26
	Electricity	25.00		4.17	1022	201	20.83	Electricity - 20/03/26
	Parking Permits	40.00		6.67	1040	201	33.33	Parking Permits - 20/03/26
	Market Rents	216.00			1020	201	216.00	Market Rents - 18/03/26
	Electricity	12.50		2.08	1022	201	10.42	Electricity - 18/03/26
	Parking Permits	40.00		6.67	1040	201	33.33	Parking Permits - 18/03/26
	Market Rents	140.00			1020	201	140.00	Market Rents - 16/03/26
	Electricity	21.00		3.50	1022	201	17.50	Electricity - 16/03/26
	Parking Permits	28.00		4.67	1040	201	23.33	Parking Permits - 16/03/26
	BX Museum Sales	4.75		0.79	1008	119	3.96	BX Museum Sales - 13/03/26
	BX Museum Donations	0.80			1007	119	0.80	BX Museum Donations - 13/03/26
	BX Museum Tickets	14.45			1006	119	14.45	BX Museum Tickets - 13/03/26
	BX Museum Sales	0.75		0.12	1008	119	0.63	BX Museum Sales - 14/03/26
	BX Museum Tickets	32.40			1006	119	32.40	BX Museum Tickets - 14/03/26
	BX Museum Sales	0.50		0.08	1008	119	0.42	BX Museum Sales - 15/03/26
	BX Museum Tickets	13.20			1006	119	13.20	BX Museum Tickets - 15/03/26

Total Receipts for Month	6,594.15	50.00	238.78	6,305.37
Cashbook Totals	<u>6,647.53</u>	<u>50.00</u>	<u>238.78</u>	<u>6,358.75</u>

Payments for Month 12

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
06/03/2026	Barclays Combined	1	1,955.00			201		1,955.00	Income
06/03/2026	Petty Cash	8	172.13			220		172.13	Petty Cash
16/03/2026	Barclays Combined	2	2,335.00			201		2,335.00	Income
17/03/2026	Barclays Combined	3	131.00			201		131.00	Income
26/03/2026	Barclays Combined	4	1,965.00			201		1,965.00	Income
27/03/2026	Barclays Combined	5	25.00			201		25.00	Income
Total Payments for Month			6,583.13	0.00	0.00			6,583.13	
Balance Carried Fwd			64.40						
Cashbook Totals			<u>6,647.53</u>	<u>0.00</u>	<u>0.00</u>			<u>6,647.53</u>	

Bank Reconciliation Statement as at 31/03/2026
for Cashbook 6 - Income Cashbook

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Income Cashbook	31/03/2026	12	64.40
			<u>64.40</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			64.40
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			64.40
		Balance per Cash Book is :-	64.40
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Item 11f

Income Payments, Income & Reconciliation – April 2026

Receipts for Month 1

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	64.40					64.40	
	Banked: 02/04/2026	2,100.85						
	Market Rents	288.50			1020	201	288.50	Market Rents - 27/03/26
	BX Market Rents	29.00			1003	201	29.00	BX Market Rents - 27/03/26
	Electricity	22.00		3.67	1022	201	18.33	Electricity - 27/03/26
	Parking Permits	40.00		6.67	1040	201	33.33	Parking Permits - 27/03/26
	Market Rents	521.00			1020	201	521.00	Market Rents - 28/03/26
	BX Market Rents	31.00			1003	201	31.00	BX Market Rents - 28/03/26
	Electricity	25.50		4.25	1022	201	21.25	Electricity - 28/03/26
	Parking Permits	40.00		6.67	1040	201	33.33	Parking Permits - 28/03/26
	Market Rents	128.50			1037	201	128.50	Market Rents - 29/03/26 C&C
	Electricity	14.50		2.42	1022	201	12.08	Electricity - 29/03/26
	Parking Permits	40.00		6.67	1040	201	33.33	Parking Permits - 29/03/26
	Toilet Coin Boxes	190.45		31.74	1174	303	158.71	Toilet Coin Boxes - 30/03/26
	Market Rents	153.00			1020	201	153.00	Market Rents - 30/03/26
	Electricity	21.50		3.58	1022	201	17.92	Electricity - 30/03/26
	Parking Permits	34.00		5.67	1040	201	28.33	Parking Permits - 30/03/26
	Market Rents	308.50			1020	201	308.50	Market Rents - 01/04/26
	Electricity	16.50		2.75	1022	201	13.75	Electricity - 01/04/26
	Parking Permits	76.00		12.67	1040	201	63.33	Parking Permits - 01/04/26
	Bensons of Ludlow Ltd	25.00			1062	410	25.00	Plant Box Sponsorship
	BX Museum Tickets	16.80			1006	119	16.80	BX Museum Tickets - 27/03/26
	BX Museum Sales	8.35		1.39	1008	119	6.96	BX Museum Sales - 28/03/26
	BX Museum Donations	0.60			1007	119	0.60	BX Museum Donations - 28/03/26
	BX Museum Tickets	28.85			1006	119	28.85	BX Museum Tickets - 28/03/26
	BX Museum Sales	18.15		2.52	1008	119	15.63	BX Museum Sales - 29/03/26
	BX Museum Tickets	23.15			1006	119	23.15	BX Museum Tickets - 29/03/26
	Banked: 09/04/2026	2,299.10						
	Market Rents	117.00			1038	201	117.00	Market Rents - 02/04/26 F&C
	Electricity	8.00		1.33	1022	201	6.67	Electricity - 02/04/26
	Parking Permits	48.00		8.00	1040	201	40.00	Parking Permits - 02/04/26
	Market Rents	329.50			1020	201	329.50	Market Rents - 03/04/26
	BX Market Rents	40.00			1003	201	40.00	BX Market Rents - 03/04/26
	Electricity	22.00		3.67	1022	201	18.33	Electricity - 03/04/26
	Parking Permits	80.00		13.33	1040	201	66.67	Parking Permits - 03/04/26
	Market Rents	640.75			1020	201	640.75	Market Rents - 04/04/26
	BX Market Rents	42.00			1003	201	42.00	BX Market Rents - 04/04/26
	Electricity	20.50		3.42	1022	201	17.08	Electricity - 04/04/26
	Parking Permits	80.00		13.33	1040	201	66.67	Parking Permits - 04/04/26
	Market Rents	192.50			1020	201	192.50	Market Rents - 06/04/26
	Electricity	25.00		4.17	1022	201	20.83	Electricity - 06/04/26
	Parking Permits	80.00		13.33	1040	201	66.67	Parking Permits - 06/04/26
	A Siddons	39.00			1018	101	39.00	Street Trading Permit No. 934
	Market Rents	349.50			1020	201	349.50	Market Rents - 08/04/26
	Electricity	16.50		2.75	1022	201	13.75	Electricity - 08/04/26
	Parking Permits	80.00		13.33	1040	201	66.67	Parking Permits - 08/04/26
	BX Museum Sales	13.50		2.25	1008	119	11.25	BX Museum Sales - 04/04/26
	BX Museum Tickets	9.20			1006	119	9.20	BX Museum Tickets - 04/04/26
	BX Museum Sales	4.25		0.71	1008	119	3.54	BX Museum Sales - 05/04/26

Receipts for Month 1

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	BX Museum Donations	6.00			1007	119	6.00	BX Museum Donations - 05/04/26
	BX Museum Tickets	6.85			1006	119	6.85	BX Museum Tickets - 05/04/26
	BX Museum Sales	8.25		1.38	1008	119	6.87	BX Museum Sales - 06/04/26
	BX Museum Tickets	40.80			1006	119	40.80	BX Museum Tickets - 06/04/26
	Banked: 09/04/2026	1,477.00						
	G A Bellwood	1,477.00		246.17	1059	302	1,230.83	Mem Bench - Bellwood
	Banked: 16/04/2026	2,543.70						
	Toilet Coin Boxes	205.65		34.28	1174	303	171.37	Toilet Coin Boxes - 09/04/26
	Linney Parking Meter	518.00		86.33	1075	411	431.67	Linney Parking Meter 09/04/26
	Market Rents	401.50			1020	201	401.50	Market Rents - 10/04/26
	BX Market Rents	40.00			1003	201	40.00	BX Market Rents - 10/04/26
	Electricity	23.50		3.92	1022	201	19.58	Electricity - 10/04/26
	Parking Permits	80.00		13.33	1040	201	66.67	Parking Permits - 10/04/26
	Market Rents	431.50			1020	201	431.50	Market Rents - 11/04/26
	BX Market Rents	42.00			1003	201	42.00	BX Market Rents - 11/04/26
	Electricity	27.00		4.50	1022	201	22.50	Electricity - 11/04/26
	Parking Permits	80.00		13.33	1040	201	66.67	Parking Permits - 11/04/26
	Market Rents	89.50			1037	201	89.50	Market Rents - 12/04/26 C&C
	Electricity	9.00		1.50	1022	201	7.50	Electricity - 12/04/26
	Parking Permits	72.00		12.00	1040	201	60.00	Parking Permits - 12/04/26
	Linney Parking Meter	70.00		11.67	1075	411	58.33	Linney Parking Meter 13/04/26
	Toilet Coin Boxes	55.95		9.32	1174	303	46.63	Toilet Coin Boxes - 13/04/26
	Market Rents	218.50			1020	201	218.50	Market Rents - 13/04/26
	Electricity	19.00		3.17	1022	201	15.83	Electricity - 13/04/26
	Parking Permits	76.00		12.67	1040	201	63.33	Parking Permits - 13/04/26
	BX Museum Sales	3.00			1008	119	3.00	BX Museum Sales - 10/04/26
	BX Museum Tickets	12.60			1006	119	12.60	BX Museum Tickets - 10/04/26
	BX Museum Donations	3.80			1007	119	3.80	BX Museum Donations - 11/04/26
	BX Museum Tickets	28.60			1006	119	28.60	BX Museum Tickets - 11/04/26
	BX Museum Sales	14.00		2.33	1008	119	11.67	BX Museum Sales - 12/04/26
	BX Museum Donations	6.10			1007	119	6.10	BX Museum Donations - 12/04/26
	BX Museum Tickets	16.50			1006	119	16.50	BX Museum Tickets - 12/04/26
	Banked: 23/04/2026	2,565.45						
	Market Rents	221.50			1020	201	221.50	Market Rents - 15/04/26
	Electricity	13.50		2.25	1022	201	11.25	Electricity - 15/04/26
	Parking Permits	64.00		10.67	1040	201	53.33	Parking Permits - 15/04/26
	Linney Parking Meter	76.00		12.67	1075	411	63.33	Linney Parking Meter 16/04/26
	W Griffin	136.00			1051	401	136.00	Mem Fee - McLean H/2/186
	Market Rents	70.50			1038	201	70.50	Market Rents - 16/04/26 F&C
	Electricity	9.50		1.58	1022	201	7.92	Electricity - 16/04/26
	Parking Permits	56.00		9.33	1040	201	46.67	Parking Permits - 16/04/26
	Market Rents	301.50			1020	201	301.50	Market Rents - 17/04/26
	BX Market Rents	40.00			1003	201	40.00	BX Market Rents - 17/04/26
	Electricity	19.50		3.25	1022	201	16.25	Electricity - 17/04/26
	Parking Permits	80.00		13.33	1040	201	66.67	Parking Permits - 17/04/26
	Market Rents	507.75			1020	201	507.75	Market Rents - 18/04/26
	BX Market Rents	42.00			1003	201	42.00	BX Market Rents - 18/04/26
	Electricity	23.00		3.83	1022	201	19.17	Electricity - 18/04/26

Receipts for Month 1

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Parking Permits	80.00		13.33	1040	201	66.67	Parking Permits - 18/04/26
	Linney Parking Meter	126.00		21.00	1075	411	105.00	Linney Parking Meter 20/04/26
	Toilet Coin Boxes	108.70		18.12	1174	303	90.58	Toilet Coin Boxes - 20/04/26
	Produce Mkt Parking	180.00	180.00		101			Sales Recpts Page 857
	Market Rents	239.00			1020	201	239.00	Market Rents - 20/04/26
	Electricity	22.50		3.75	1022	201	18.75	Electricity - 20/04/26
	Parking Permits	80.00		13.33	1040	201	66.67	Parking Permits - 20/04/26
	BX Museum Sales	5.20		0.37	1008	119	4.83	BX Museum Sales - 17/04/26
	BX Museum Donations	0.60			1007	119	0.60	BX Museum Donations - 17/04/26
	BX Museum Tickets	19.20			1006	119	19.20	BX Museum Tickets - 17/04/26
	BX Museum Sales	1.50		0.25	1008	119	1.25	BX Museum Sales - 18/4/26
	BX Museum Tickets	32.40			1006	119	32.40	BX Museum Tickets - 18/04/26
	BX Museum Tickets	9.60			1006	119	9.60	BX Museum Tickets - 19/04/26
	Banked: 30/04/2026	2,449.02						
	Linney Parking Meter	60.00		10.00	1075	411	50.00	Linney Parking Meter 23/04/26
	Market Rents	299.00			1020	201	299.00	Market Rents - 22/04/26
	BX Market Rents	15.00			1003	201	15.00	BX Market Rents - 22/04/26
	Electricity	16.50		2.75	1022	201	13.75	Electricity - 22/04/26
	Parking Permits	80.00		13.33	1040	201	66.67	Parking Permits - 22/04/26
	Market Rents	295.00			1020	201	295.00	Market Rents - 24/04/26
	BX Market Rents	40.00			1003	201	40.00	BX Market Rents - 24/04/26
	Electricity	23.50		3.92	1022	201	19.58	Electricity - 24/04/26
	Parking Permits	80.00		13.33	1040	201	66.67	Parking Permits - 24/04/26
	Market Rents	625.25			1020	201	625.25	Market Rents - 25/04/26
	BX Market Rents	42.00			1003	201	42.00	BX Market Rents - 25/04/26
	Electricity	28.50		4.75	1022	201	23.75	Electricity - 25/04/26
	Parking Permits	80.00		13.33	1040	201	66.67	Parking Permits - 25/04/26
	Market Rents	109.00			1037	201	109.00	Market Rents - 26/04/26 C&C
	Electricity	17.00		2.83	1022	201	14.17	Electricity - 26/04/26
	Parking Permits	80.00		13.33	1040	201	66.67	Parking Permits - 26/04/26
	Market Rents	182.50			1020	201	182.50	Market Rents - 27/04/26
	Electricity	21.50		3.58	1022	201	17.92	Electricity - 27/04/26
	Parking Permits	48.00		8.00	1040	201	40.00	Parking Permits - 27/04/26
	BX Market Rents	15.00			1003	201	15.00	BX Market Rents - 05/04/26
	Linney Parking Meter	120.00		20.00	1075	411	100.00	Linney Parking Meter 27/04/26
	Toilet Coin Boxes	114.27		19.04	1174	303	95.23	Toilet Coin Boxes - 27/04/26
	BX Market Rents	16.00			1003	201	16.00	BX Market Rents - 29/04/26
	BX Market Rents	20.00			1003	201	20.00	BX Market Rents - 01/05/26
	BX Market Rents	21.00			1003	201	21.00	BX Market Rents - 02/05/26
	Total Receipts for Month	13,435.12	180.00	881.44			12,373.68	
	Cashbook Totals	13,499.52	180.00	881.44			12,438.08	

Payments for Month 1

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
02/04/2026	Barclays Combined	1	2,045.00			201		2,045.00	Income
09/04/2026	Barclays Combined	2	2,375.00			201		2,375.00	Income
10/04/2026	Barclays Combined	3	1,477.00			201		1,477.00	Income
16/04/2026	Barclays Combined	7	2,395.00			201		2,395.00	Income
23/04/2026	Barclays Combined	6	2,105.00			201		2,105.00	Income
23/04/2026	Petty Cash	8	150.01			220		150.01	Petty Cash Restore
24/04/2026	Barclays Combined	5	316.00			201		316.00	Income
30/04/2026	Barclays Combined	4	2,560.00			201		2,560.00	Income
Total Payments for Month			13,423.01	0.00	0.00			13,423.01	
Balance Carried Fwd			76.51						
Cashbook Totals			13,499.52	0.00	0.00			13,499.52	

Bank Reconciliation Statement as at 30/04/2026
for Cashbook 6 - Income Cashbook

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Income Cashbook	30/04/2026	1	76.51
			<hr/> 76.51
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			76.51
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<hr/> 0.00
			76.51
		Balance per Cash Book is :-	76.51
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Item 11g

Mayor's Charity Payments, Income & Reconciliation – March 2026

Receipts for Month 12

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	2,955.92					2,955.92	
	Banked: 03/03/2026	20.00						
	P Harrison	20.00			1012	101	20.00	Afternoon Tea Tkts
	Banked: 05/03/2026	50.00						
	Leominster Town Council	50.00			1012	101	50.00	Afternoon Tea Tkts
	Banked: 05/03/2026	50.00						
	Mr & Mrs Hine	20.00			1012	101	20.00	Afternoon Tea Tkts
	Mr & Mrs Hine	30.00			1003	101	30.00	Folk Night Tkts
	Banked: 10/03/2026	10.00						
	P Harrison	10.00			1012	101	10.00	Afternoon Tea Tkts
	Banked: 10/03/2026	20.00						
	Bewdley Town Council	20.00			1012	101	20.00	Afternoon Tea Tkts
	Banked: 13/03/2026	30.00						
	S Hine & N Bishop	30.00			1003	101	30.00	Folk Night Tkts
	Banked: 16/03/2026	30.00						
	P Harrison	30.00			1003	101	30.00	Folk Night Tkts
	Banked: 16/03/2026	56.00						
1	Income	56.00			201		56.00	Income
	Banked: 17/03/2026	30.00						
	J Vaux	30.00			1014	101	30.00	Jazz Night Tkts
	Banked: 17/03/2026	15.00						
	J Jarvis	15.00			1014	101	15.00	Jazz Nights Tkts
	Banked: 19/03/2026	15.00						
	P Harrison	15.00			1003	101	15.00	Folk Night Tkts
	Banked: 25/03/2026	20.00						
	H Rider	20.00			1012	101	20.00	Afternoon Tea Tkts
	Banked: 26/03/2026	10.00						
	S Daniels	10.00			1012	101	10.00	Afternoon Tea Tkts
	Banked: 26/03/2026	425.00						
	Mayor's Charity	40.00			1012	101	40.00	Afternoon Tea Tkts
	Mayor's Charity	90.00			1003	101	90.00	Folk Night Tkts
	Mayor's Charity	180.00			1014	101	180.00	Jazz Night Tkts
	Mayor's Charity	115.00			1005	101	115.00	Quiz Night Tkts
	Banked: 30/03/2026	20.00						
	Tenbury Town Council	20.00			1012	101	20.00	Mayors Afternoon Tea Tkts x2
	Banked: 30/03/2026	10.00						
	JW Thomas	10.00			1012	101	10.00	Mayor's Afternoon Tea Tkt

Total Receipts for Month	811.00	0.00	0.00	811.00
Cashbook Totals	<u>3,766.92</u>	<u>0.00</u>	<u>0.00</u>	<u>3,766.92</u>

Date: 27/05/2026

Mayor's Charity Account

Page: 24

Time: 15:39

Cashbook 1

User: LJ

Current Bank A/c

For Month No: 12

Payments for Month 12

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
09/03/2026	Barclays Bank	DDR	11.98			4008	101	11.98	Bank Charges - Jan-Feb 26
Total Payments for Month			11.98	0.00	0.00			11.98	
Balance Carried Fwd			3,754.94						
Cashbook Totals			<u>3,766.92</u>	0.00	0.00			<u>3,766.92</u>	

Bank Reconciliation Statement as at 31/03/2026
for Cashbook 1 - Current Bank A/c

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Mayors Charity Account	31/03/2026	12	3,754.94
			<u>3,754.94</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			3,754.94
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			3,754.94
		Balance per Cash Book is :-	3,754.94
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Item 11g

Mayor's Charity Payments, Income & Reconciliation – April 2026

Receipts for Month 1

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	3,754.94					3,754.94	
Banked: 13/04/2026		50.00						
	Clr D Lyle	50.00			1001	101	50.00	Mayor's Charity 1920s Dinner
Banked: 16/04/2026		466.00						
	Jazz Night Raffle	291.00			1014	101	291.00	Jazz Night Raffle
	Clr K Cowell	10.00			1012	101	10.00	Mayor's Afternoon Tea Tkt
	Afternoon Tea Raffle	105.00			1012	101	105.00	Afternoon Tea Raffle
	Clr D Lyle	10.00			1012	101	10.00	Mayor's Afternoon Tea Tkt
	G Littler	50.00			1001	101	50.00	Mayor's 1920s Dinner Tkt
Banked: 20/04/2026		150.00						
	Clr Harrison - WFDC	150.00			1001	101	150.00	Mayor's 1920s Dinner Tkts
Banked: 20/04/2026		10.00						
	R Snell	10.00			1017	101	10.00	Mayor's Croquet
Banked: 23/04/2026		100.00						
	Clr T Gill	100.00			1001	101	100.00	Mayor's 1920s Dinner Tkts
Banked: 27/04/2026		10.00						
	JW Thomas	10.00			1017	101	10.00	Mayor's Croquet Event
Banked: 27/04/2026		50.00						
	R Hine	50.00			1001	101	50.00	Mayor's 1920s Dinner Tkt
Banked: 30/04/2026		100.00						
	ME Carnell	100.00			1001	101	100.00	Mayor's 1920s Dinner Tkts
Banked: 30/04/2026		200.00						
	S Downs	200.00			1001	101	200.00	Mayor's 1920s Dinner Tkts
Total Receipts for Month		1,136.00	0.00	0.00			1,136.00	
Cashbook Totals		<u>4,890.94</u>	<u>0.00</u>	<u>0.00</u>			<u>4,890.94</u>	

Payments for Month 1

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
19/03/2026	Barclays Bank	1	10.40			4008	101	10.40	Bank Charges - Feb-Mar 26
23/04/2026	Quiz Night PA System	TNSFR	200.00			4010	101	200.00	Quiz Night PA System
23/04/2026	Xmas Meal Catering	TNSFR	403.75			4010	101	403.75	Xmas Meal Catering
Total Payments for Month			614.15	0.00	0.00			614.15	
Balance Carried Fwd			4,276.79						
Cashbook Totals			4,890.94	0.00	0.00			4,890.94	

Bank Reconciliation Statement as at 30/04/2026
for Cashbook 1 - Current Bank A/c

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Mayors Charity Account	30/04/2026	1	4,276.79
			<u>4,276.79</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			4,276.79
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			4,276.79
		Balance per Cash Book is :-	4,276.79
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Item 11h

Mayor's Charity Income Payments, Income & Reconciliation – March 2026

Receipts for Month 12

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 16/03/2026	56.00						
	Quiz Night	50.00			1005	101	50.00	Quiz Night
	D Lyle	6.00			1000	101	6.00	Donation
Total Receipts for Month		56.00	0.00	0.00			56.00	
Cashbook Totals		<u>56.00</u>	<u>0.00</u>	<u>0.00</u>			<u>56.00</u>	

Payments for Month 12

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
16/03/2026	Current Bank A/c	1	56.00			200		56.00	Income
Total Payments for Month			56.00	0.00	0.00			56.00	
Balance Carried Fwd			0.00						
Cashbook Totals			<u>56.00</u>	<u>0.00</u>	<u>0.00</u>			<u>56.00</u>	

Bank Reconciliation Statement as at 31/03/2026
for Cashbook 2 - Income

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Income	31/03/2026	12	0.00
			0.00
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			0.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			0.00
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

NameSignedDate

Signatory 2:

NameSignedDate

Item 12a
Aged Debtors

Outstanding Balances by Month as at 01/05/2026

A/C Code	Customer Name	Balance	May 2026	Apr 2026	Mar 2026	Prior Months	On A/c Pymnts
Ledger No 1: Sales Ledger							
CEMADAJ00	CEMADAJ001	25.00	0.00	0.00	0.00	25.00	0.00
CEMCONN00	CEMCONN001	218.00	0.00	218.00	0.00	0.00	0.00
CEMCONN00	CEMCONN002	218.00	0.00	218.00	0.00	0.00	0.00
CEMDAVE00	CEMDAVE001	25.00	0.00	0.00	0.00	25.00	0.00
CEMDIAC001	CEMDIAC001	131.00	0.00	0.00	0.00	131.00	0.00
CL001	CHARITY	140.00	140.00	0.00	0.00	0.00	0.00
LTWT001	WALL	1,752.00	1,752.00	0.00	0.00	0.00	0.00
SCPARKS	SC	201.60	0.00	0.00	0.00	201.60	0.00
VAL001	ALLEN	933.00	0.00	2,266.00	0.00	0.00	-1,333.00
Total Sales Ledger No 1		3,643.60	1,892.00	2,702.00	0.00	382.60	-1,333.00
TOTAL SALES LEDGER BALANCES		3,643.60	1,892.00	2,702.00	0.00	382.60	-1,333.00

Item 12b
Aged Debtors - Report

Debtor	Invoice Date	Invoice No.	Invoice Amount	Description	Action Taken	Date
Mrs J Adams	31/10/2025	CEM128	£25.00	Cem Transfer Fee - L/6/1405		
Mrs BH Batchelor	31/03/2026	CEM162	£25.00	Cem Transfer Fee - B/12/938	Paid	26/03/2026
Mr N Condliffe	30/04/2026	CEM173	£218.00	Cem Fee - GG/9/226		
	30/04/2026	CEM174	£218.00	Cem Fee - GG/9/224		
Mrs E Davies	31/12/2025	CEM138	£25.00	Cem Transfer Fee - I/5/635		
Mrs M Dempsey	30/04/2026	CEM175	£529.50	Cem Fee - H/8/327	Paid	14/04/2026
Mrs CE Diamond	31/12/2025	CEM136	£131.00	Cem Fee - H/8/325		
Charity Link	13/05/2026	1239	£140.00	Street Trading		
Edward Danter's Funfair	13/05/2026	1245	£9,979.00	Mayfair 2026	Paid	18/05/2026
Ms H French	28/02/2026	CEM160	£25.00	Cem Transfer Fee - I/3/579	Paid	16/03/2026
DEFRA	31/03/2026	1231	£390.00	Bathing Water Signage	Paid	08/04/2026
Graham Heiron Funerals	30/04/2026	CEM179	£971.00	Cem Fee - I/5/665 Rawlings	Paid	27/04/2026
	01/03/2026	1235	£25.00	Cem Transfer Fee - F/3/921	Paid	01/03/2026
	01/03/2026	1236	£25.00	Cem Transfer Fee - GG/1/105	Paid	01/03/2026
Hoskins Family Funeral Services	31/12/2025	CEM141	£1,137.00	Cem Fee - I/2/530 Bach	Paid	14/01/2026
	18/05/1903	1234	£25.00	Cem Transfer Fee - I/2/531	Paid	01/03/2026
	30/04/2026	CEM176	£1,178.50	Cem Fee - J/2/1777 Davies	Paid	15/04/2026
Ludlow Town Walls Trust	13/05/2026	1247	£1,752.00	Town Wall Monitoring		
Local to Ludlow Produce Market	31/03/2026	1227	£457.00	Whole Market Let - March 2026	Paid	01/04/2026
	30/04/2026	1243	£932.00	Whole Market Let - April 2026	Paid	18/05/2026
	13/05/2026	1244	£932.00	Whole Market Let - May 2026	Paid	03/06/2026
M & B Cramp	31/03/2026	1228	£523.50	Whole Market Let - March 2026	Paid	22/04/2026
	30/04/2026	1241	£1,069.00	Whole Market Let - April 2026	Paid	20/05/2026
	13/05/2026	1242	£534.50	Whole Market Let - May 2026	Paid	20/05/2026
Ludlow PCC	13/05/2026	1246	£1,752.00	Town Wall Monitoring	Paid	13/05/2026
Produce Market Parking Permits	22/01/2026	1222	£24.00	Parking Permits - 22/01/26	Paid	23/04/2026
	12/02/2026	1223	£38.00	Parking Permits - 12/02/26	Paid	23/04/2026
	26/02/2026	1226	£40.00	Parking Permits - 26/02/26	Paid	23/04/2026
	12/03/2026	1229	£38.00	Parking Permits - 12/03/26	Paid	23/04/2026
	27/03/2026	1230	£40.00	Parking Permits - 26/03/26	Paid	23/04/2026
Shropshire Council	17/01/2019	801	£201.60	Play Area Transfer - Legal Fees		
Victoria Allen Funeral Services	18/03/2026	Credit	£1,333.00	Cem Fee - Duce		
	30/04/2026	CEM171	£1,133.00	Cem Fee - H/10/390 Duce		
	30/04/2026	CEM172	£1,133.00	Cem Fee - H/10/391 - Field		
	30/04/2026	CEM177	£1,249.50	Cem Fee - H/10/392 - Roberts	Paid	14/04/2026
	30/04/2026	CEM178	£971.00	Cem Fee - H/10/384 - Millichip	Paid	21/04/2026
	30/04/2026	CEM180	£1,457.00	Cem Fee - H/11/421 - Kilburn	Paid	06/05/2026
Visitor Information Centre	22/04/2026	1238	£112.00	Town Trails	Paid	28/04/2026
Wigley Field Allotments Assoc.	13/05/2026	1240	£979.00	Allotments Rents	Paid	14/05/2026

Item 13a
Policy Review
Street Trading Policy

POLICY:	STREET TRADING POLICY
Policy number:	LTC / ST / 26 / v.9
Available to:	All Staff, Councillors & Public
Supersedes Version:	Street Trading Policy – Adopted by Full Council 23/01/23
Approved by:	Full Council
Approval date:	Proposed: FC 22 June 2026
Review due:	2028

1. Description

Policy for the management of Street Trading in Ludlow.

2. Purpose of this policy

The Town Council's Street Trading Policy aims to create a street trading environment which complements premises and Market based trading. It is sensitive to the needs of residents and visitors, provides diversity and consumer choice and seeks to enhance the character, ambience and safety of the local environment.

The policy recognises the importance of street trading to the Town of Ludlow and that it can add to the vibrancy and vitality whilst not creating nuisance and crime and disorder.

3. Scope

3.1 Street trading means 'selling, exposing or offering for sale any article in a street'. The term 'street' includes any road, footway or other area to which the public have access without payment.

3.2 Ludlow Town Council has been given power pursuant to Section 101 of the Local Government Act 1972 to exercise the Street trading powers of Shropshire Council pursuant to Schedule 4 of the Local Government (Miscellaneous Provisions) Act 1982 for the whole of its Town Council area.

The following streets have been formally designated as 'consent streets' for street trading purposes:

- The Bull Ring
- Tower Street
- King Street
- High Street

- Church Lane
- Harp Lane
- Castle Square

3.3 The effect of this designation is that street trading in any street is prohibited, subject to legal exemptions, without first obtaining a street trading 'consent' or permission from the Town Council.

Exemptions from the need to obtain a Consent or Licence

- 3.4 Some types of trade are legally exempt from the need to obtain a street trading consent or licence. These include:
- A person trading under the authority of a pedlars certificate granted under the Pedlars Act 1871
 - Trade carried out by roundsmen e.g. milkmen
 - Trade carried on at a petrol filling station
 - A Market created by statute or grant
 - Trading as a news vendor
 - Trading in and around shops
 - Charity collections which are governed by other legislation.

Street Trading Consents or Licences for which fees are not payable

- 3.5 Ludlow Town Council will not require the payment of fees for the following street trading activities:
- Fetes, carnivals or similar community based and run events
 - Non-commercial or charitable events

3.6 Please note that commercial fetes, carnivals and similar community based and run events are not exempt

Site Assessment for consents

- 3.7 Ludlow Town Council has considered the Consent Streets and the street trading pitches used by Shropshire Council which it has used for the initial 7 months period April – October 2011 and has decided to formulate its own policy for the Consent Streets in the light of the Policy and experience in the operation of the Shropshire Council sites and has decided to change the configuration of the pitches to fit current practices and premises where a S115 Highways Act 1980 Pavements consent has been given by Shropshire Council, as contained within the Schedule.
- 3.8 The Council will keep under review the operation of the Street Trading powers and will maintain a map showing the location of street trading pitches and details of the sizes and positions of the pitches within the Schedule attached which is subject to review.

- 3.9 In determining whether to create a street trading pitch the Council has had regard to:
- Impact on the character of the surrounding area
 - Any effect on road safety, either arising from the position of the pitch or from customers visiting or leaving the pitch
 - Any loss of amenity caused by noise, traffic or smell
 - Existing Traffic Orders e.g. waiting restriction, parking, etc
 - Any potential obstruction of pedestrian or vehicular access
 - Any obstruction to the safe passage of pedestrians
 - Any obstruction for the safe passage of disabled persons whether walking with aids or using wheelchairs and mobility scooters in liaison with the South Shropshire Access Group
 - The safe access and egress of customers and staff from the pitch and businesses in the immediate vicinity
 - Overall health and safety considerations.
- 3.10 Consents or licences may also be issued to mobile artists who sketch or paint, sell their own work and move from location to location without causing obstruction, nuisance or annoyance.

Consultations for the creation of New Pitches

- 3.11 Before any new pitch is created by the Town Council or an applicant applies to use Council controlled land for the purpose of Street Trading (non-market) we will expect the trader requesting the pitch to consult and seek written observations from Occupiers of premises immediately adjacent and opposite the requested site.
- 3.12 If a pitch requires planning permission, the onus is on the applicant to obtain both planning permission and permission to trade from the Landowner prior to making an application for Street Trading consent and providing proof. It is not the responsibility of the issuing Authority to investigate and obtain this information.
- 3.13 The Town Council will consult the following bodies in relation to requests for new pitches:
- Ward Councillors
 - Shropshire Councillors
 - West Mercia Constabulary
 - Highways
 - Existing holders of street trading consents in the immediate area with an annual permit
 - South Shropshire Access Group
 - Ludlow Chamber of Commerce
 - Ludlow Business Guild
 - ~~Ludlow Town Residents Associations~~

- 3.14 The Town Council will also consider any responses received from members of the public in relation to a comment.
- 3.15 Twenty-eight days will be given to consultees to make comments / objections. If no comments are received, the application will be considered by the Town Council and may be granted with conditions attached to the consent.
- 3.16 Any objection from consultees and members of the public will be assessed against the criteria in 3.9 above and will be considered by The Town Council.
- 3.17 Any proposed change to standard conditions will be consulted upon with consent holders and others if relevant.
- 3.18 There is no right of appeal against refusal to provide an extra pitch, but where an application is refused, payment of the application fee will be refunded.

4. Procedure

Nature of Goods and Trading Hours for New Pitches

- 4.1 The nature of goods which may be sold from any pitch will be specified in the consultation/application process. Any subsequent substantial change will be assessed by officers, subject to the criteria in 3.9.

Issue of Street Trading Consents/Licences

- 4.2 Street trading hours are normally set as for the Town Council's Markets.
- 4.3 The design and appearance of the stall, barrow van or cart etc. used must be agreed by the designated Council officer and must comply with any and all regulations as issued by the Town Council which are subject to review.
- 4.4 Street trading consents/licences will normally be issued for a period of up to one year, but new (non-market) street trading consents will be issued for a trial period not exceeding three months, to determine the effect of the location factors in 3.9. Consents and licences for shorter periods may be issued for block bookings for the purpose of organised street markets, mobile street artists and local festivals.
- 4.5 Consents will be available on seven days per week unless there are limiting factors on the use of a pitch on particular days. The permissions will identify the days of trade.
- 4.6 Fees for consents must be paid in full and in advance.
- 4.7 Failure to maintain payments as above may result in the permission not being renewed or being revoked.

- 4.8 Where a consent has expired the pitch will be awarded, subject to paragraphs 4.9 and 4.10 below.
- 4.9 Street trading consents will be awarded on a first come first served basis, a waiting list will be kept of goods to allocate to empty pitches but these will be allocated to avoid duplication where possible.
- 4.10 When an existing or new pitch becomes available, the Council will contact those at the top of the list. If the pitch is taken, their name will be removed from the list. If the pitch is declined, the name will be moved to the bottom of the list.
- 4.11 A consent/licence cannot be issued to a person under the age of 17 years. An application may be refused if the applicant is unsuitable to hold the consent/licence by reason of having been convicted of an offence or for any other reason.
- 4.12 Special conditions and charges apply to the use of vehicles and trailers as contained within the [Appendix B Schedule](#).

Right of Appeal

- 4.13 There is a right of appeal to a Magistrates Court against refusal to issue a licence in certain circumstances. Any person aggrieved may appeal against the decision so long as the reasons for the Council's decision falls within certain grounds, namely:
- That the applicant is unsuitable to hold the licence by reason of having been convicted of an offence or for any other reason
 - That the applicant has at any time been granted a street trading licence by the Council and has persistently refused or neglected to pay fees or charges due to them: or
 - The applicant has without reasonable excuse failed to avail him/herself to a reasonable extent of a previous street trading
 - That the applicant has in the past not complied with the relevant conditions of the area in which the street trading licence has been granted
 - There are other limited circumstances where a right of Appeal exists in Schedule 4 of the Local Government (Miscellaneous) Act 1982.

Fee Structure

- 4.14 The fee structure will primarily reflect pitch, size, location, trading days and hours.
- 4.15 The Town Council will set fees and annually review them.
- 4.16 [Current fees are set out in the Schedule 2](#).

Conditions and Enforcement

- 4.17 Standard conditions ~~are will be~~ attached ~~at Appendix B to every street trading consent and licence~~ detail the permit holders' responsibilities to maintain public safety, avoid nuisance and generally preserve the amenity of the locality.
- 4.18 The Town Clerk or delegated officer with responsibility for the issue of consents and/or licences may review the conditions set out in the Schedule and may add to, delete or amend the conditions as they see fit.
- 4.19 ~~The Consent will set out the specific~~ ~~Specific conditions will also be attached such as the~~ days and hours when street trading is permitted, the goods which may be sold and the size of the pitch as appears in the Schedule.
- 4.20 Failure to comply with conditions, non-payment of fees or non-attendance may lead to revocation or non-renewal of a consent/licence.
- 4.21 Persons trading without a street trading permission and who are not exempt (see 3.4 above for examples) will be the subject of enforcement action. This will include any person who holds a certificate granted under the Pedlars Act 1871, but who fails to operate in accordance with the Act.
- 4.22 The issue of absent traders will be addressed by conditions upon the licence or the consent, for example conditions which:
- Require personal attendance of the holder without the option for someone else to run the business on his behalf
 - Allow a person to hold only one licence or consent
 - Restrict whether or not the holder may have an assistant and if so limit the number of assistants
 - Require the holder to provide notification of his nominated assistant
 - Require the holder to provide notice of non-attendance to the nominated person
 - Require the holder to pay for a pitch if there is no advance notice
 - Allow the Officer to revoke the consent/licence after a three weeks non-attendance or sooner if applicable unless the non-attendance is agreed in advance by the Town Council.
- 4.22 Internal appeals against the Town Clerk's decision can be made to the ~~Street Trading Sub-Committee~~ ~~Services Committee~~ in accordance with Appendix D.

General

- 4.23 Through its links with the ~~Tourism Strategy Group Shropshire~~ ~~Ludlow Destination Partnership~~ and by other means, the Council will seek opportunities to promote street trading where it is in the best interests of residents, tourists and the general provision of retail services of Ludlow.

- 4.24 This policy will complement and inform other Town Council initiatives including those on street markets.
- 4.25 This policy will be the subject of periodic monitoring and review by the **Street Trading Sub-Committee Policy and Finance Committee** which will report back to full Council as necessary.
- 4.26 The minimum period of notice the Town Council requires to process an application is 7 days, or at the discretion of the Town Clerk.
- 4.27 Repeated failure to fully notify staff of all information required to create a street trading permit within the 7 days prior notification period will result in the permit being revoked without refund, and no further applications will be accepted.

Credits and Refunds

- 4.28 If a permit is surrendered for cancellation within normal office hours and 24 hours prior to trading a credit will be permitted.
- 4.29 The Town Council reserves the right not to grant a credit if a permit is presented for cancellation (in full or part) with less than 24 hours notice.

5. Legal

Local Government Act 1972
Local Government (Miscellaneous Provisions) Act 1982
Highways Act 1980
Pedlars Act 1871

**Schedule 1
Location of Pitches and sizes**

Location	Quantity of Pitches	Size of Pitch(es)
The Bull Ring	1 single pitch	1.82m x 1.82m (6' x 6')
Castle Sq (near to College)	1 Pitch plus 1 vehicular/trailer pitch Or 3 general pitches	Pitch size 3m x 3m (9' x 9') vehicular pitch 6m x 2m (20' x 7') Each pitch 3m x 3m (9' x 9')
High Street (next to Bx)	1 Single pitch	3m x 3m (9' x 9')
Tower Street	Irregular shape Small trailer permitted onsite.	7 m (23') length of stone Wall, width no wider than 15cm (6") from inside the double yellow lines and not to encroach onto adjoining property frontages

**Schedule 2
Fee Structure**

Location	General Fees 2026/27	Festival Fees 2026/27
The Bull Ring	£11.40 per day	£34.00 per day
Castle Sq (near to College)	£21.00 per pitch per day Vehicular pitch - £40.50 per day	£40.50 per day Vehicular pitch - £80.50 per day
High Street (next to Bx)	£20.50 per day	£39.00 per day
Tower Street	£11.50 per day	£22.50 per day

**Schedule 3
Discounts for Block Booking Paid for in Advance**

3 months ⁽¹⁾	10%
6 months ⁽¹⁾	15%
Annual ⁽²⁾	25%

- (1) Festival dates for 3 and 6 month bookings are not included in block bookings and must be paid for separately.
- (2) Festival dates are included in the Annual permit.
- (3) Discounts only apply to pitch fees, electricity costs will not be discounted.

Festival dates include – Spring and Summer Festivals, Mayfair, Food Festivals, ~~Medieval Fayre~~, Remembrance Sunday, Winter Festival and Jubilees any other special town events.

**Schedule 4
Electricity Charges (where available)**

Pitch Type	Fees 2026/27
Non- Vehicular Pitches	Lighting £1.00 per day Other items £5.50 per day
Vehicular Pitches	Lighting £1.00 per day Other items £8.00 per day

- If available, electricity may be used by Street Traders. It should be noted that priority is given to Market Traders.
- All electrical equipment must be safe and sound to the requirements of statutory regulations such as the Health & Safety at Work Act
- Permitted maximum amperage for electrical equipment is 10 amps for Vans, 5 amps for all other stalls unless otherwise authorised by the Town Clerk. Fuse capacity must not be altered.
- In no circumstances should cables be left on the ground
- Electricity will be chargeable per trading day. If a trader does not wish to use electricity this charge will not be applied.
- If the supply is misused traders may be refused subsequent use and any costs for repairs will be passed onto the Trader.
- **Traders should note that the use of electric heaters is not permitted**

Appendix B

LOCAL GOVERNMENT (MISCELLANEOUS PROVISIONS) ACT 1982 STREET TRADING CONSENT

1. Trading may take place only in those Consent Streets which are designated by the Town Council in accordance with Schedule 4 of the above Act.
2. Trading is not permitted on any day or at any time other than the days and times specified in the Consent.
3. No vehicle or stand other than that specified in the Consent shall be used for trading purposes. The Council should be notified in the event of a change in the type of vehicle or stand being used.
4. No goods shall be sold other than those specified in the Consent.
5. The holder of this Consent shall not cause an obstruction of the street or danger to persons using it.
6. The holder of this Consent shall be responsible for ensuring that the area immediately surrounding the vehicle or stand is kept clean and free from litter, and that all trade waste be removed from the pitch by the trader.
7. No vehicle will be allowed to have its engine running and the engine must be still once in position during trading hours.
8. Traders are entitled to use electricity as set out in Schedule 4. Should the supply be misused the Town Council reserves the right to pass on any relevant repairs costs and is entitled to refuse subsequent use.
9. The holder of this Consent may at any time surrender the Consent to the Council and it shall then cease to be valid.
10. This consent does not exempt the holder from complying with the rules of the Highway code.
11. There will be no refund of fees if the Consent is ~~surrendered or~~ revoked.
12. All traders are required to have valid employer's liability if they employ staff other than themselves, and public liability insurance in their name or trading name.
13. All food traders are required to provide a Food Rating Certificate from the Authority they are registered with and are recommended to have a Food Hygiene Certificate.

Appendix C

- 1) If you are dissatisfied with the way in which your application has been considered you are invited to write to the Chairman of the ~~Street Trading Sub-Committee~~ **Services Committee** setting out the grievance **for the Committee to consider** .
- 2) Your Appeal must be made in writing within 14 days of the issue/or refusal of your permit.
- 3) The ~~Street Trading Sub-Committee~~ **Services Committee** will respond to the appeal within 28 days of the initial appeal.

Item 13b
Policy Review
Internal Controls Policy
(See Agenda Link)

Item 13c
Policy Review
Risk Management Policy
(See Agenda Link)

Item 14
Internal Audit Yearend

Gina Wilding
Town Clerk
Ludlow Town Council
The Guildhall
Mill Street
Ludlow
Shropshire
SY8 1AZ

22nd May 2026

Year End Internal Audit Report

An audit was carried out by Kevin Rose on Wednesday 13 May 2026. This was the Year End audit following on from the interim audit carried out on 5 November 2025.

The audit was undertaken using the standard IAC Audit Checklist, which we use for all Local Councils, which has 210 items. A total of 107 items were tested during this audit in addition to the 103 items tested and checked during the interim audit process. All items on the checklists were tested during the year.

The following 'Internal Control Objectives' of the Annual Internal Audit Report (part of the AGAR) were checked and confirmed as being Not Applicable to your Council for this financial year.

-Exemption from External Audit (Box K)

-Trust Funds (Box P)

(Please refer to the explanation of my 'Not Covered' responses on Page 3)

Areas subject to audit were;

- the Payment system (Box B)
- Risk and insurance (Box C)
- Budget and precept setting and monitoring (Box D)
- Income billing, collection and VAT (Box E)
- Payroll(Box G)
- Assets and investments (Box H)
- Bank reconciliations (Box I)
- Accounting Statements (Box J)
- Exemption from External Audit (Box K)
- the Transparency Code (for Smaller Authorities) (Box L)
- the Publication of the Annual Governance and Accountability Return (Box N)
- compliance with digital and data legislation (Box O)
- Trust Funds (Box P)

Summary of tests undertaken during this audit

Positive response	64
Negative response	3
Not Applicable to your Council	40
Total tests carried out	<u>107</u>

Of the 67 applicable items tested a Positive response was obtained in respect of 64 tests. There were 3 Negative responses identified and 4 Observations were made, details of which are set out in the attached Year End Internal Audit Observations.

Summary of tests undertaken for the financial year (including interim audit work)

Positive response	160
Negative response	7
Not Applicable to your Council	43
Total tests carried out	<u>210</u>
Tests not carried out	Nil

I am pleased to advise that no 'Non-Compliances' were identified that would give rise to a negative response on the statutory Annual Internal Audit Report.

Based on the internal audit testing carried out I am satisfied that the Council's Internal Controls were effective for the 2025/26 financial year.

I would like to express my thanks for the assistance and hospitality provided to me during my audit.

Yours sincerely,



Kevin Rose ACMA
Director

Internal Audit 'Not Covered' Responses

Internal Control Objective	Reason for Not Covered Response
K: If the authority certified itself as exempt from a limited assurance review in 2024/25, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2024/25 AGAR tick “not covered”	The reason for the “Not Covered” response for Objective K is that it is not applicable to your Council as the Council did not certify itself exempt from a limited assurance review for the relevant financial year.
P: (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee	The reason for the Not Covered response for Objective P as it is our understanding that the Council does not act as Trustee.

Ludlow Town Council
Financial Year 2025-26

Year End Internal Audit Observations

Date considered by Council _____

Minute Reference _____



IAC Audit and Consultancy Ltd

Audit date: 13 May 2026

E *Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.*

No.	Audit Test	Response	Observation	Recommendation	Priority	Comments
1	If the Council receives significant cash income, does the Council have a written procedure for cashing up and banking of cash receipts?	No	<i>The Council has in place a well understood process of receiving and banking of cash income (predominantly from the markets). At present this process is not formally documented. The system may therefore be vulnerable should there be a change of staff or prolonged staff absences.</i>	The Council to consider putting in place formal documentation of the process for the receiving and bank of cash income.	Medium	A member of finance staff will create a written Standard Operating Procedure (SOP) by the end of June.

G *Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.*

No.	Audit Test	Response	Observation	Recommendation	Priority	Comments
1	Salaries paid agree with those approved by the council	Yes	<i>The Council maintains an 'Establishment List' of staff which details their hours and rates of pay. Salaries paid in the month of December were checked and verified against this listing.</i> <i>From a review of Minutes it is unclear when the Establishment List was last subject to review and approval by Council, or nominated committee.</i>	On an annual basis, prior to the preparation of the Councils budget, the Council, or nominated committee, should formally review and approve the establishment list.	High	This year and going forward, the establishment list will be presented to the July Staffing Committee meeting annually.

H Asset and investments registers were complete and accurate and properly maintained.

No.	Audit Test	Response	Observation	Recommendation	Priority	Comments
1	Movement on asset register agrees to additions to disposals made in the year	No	<p><i>It was noted that the asset register has been reviewed and items below £300 have been removed. This has greatly simplified the register and made it more manageable.</i></p> <p><i>As this exclusion of items below £300 is change of policy (these items have not physically been disposed of) the asset value for 2025 on the 2025/25 AGAR should be restated to also exclude these items. The movement on the asset register between the restated 2025 value and 2026 should only relate to items that have been acquired or disposed of by the Council.</i></p>	<p>Council to note the need to restate the 2025 asset value so that it also excludes the low value items.</p> <p>The Council of check and verify that the change in the Box 9 asset value between 2025 (prior year) and 2026 agrees to additions and disposal made in the year.</p>	High	The figure for 2024/25 AGAR will be restated without the value of the items under £300, which will reduce it by £16,719.73. The restated figure will be £670,551.27.

O The authority complied with laws, regulations & proper practices relating to digital and data compliance.

No.	Audit Test	Response	Observation	Recommendation	Priority	Comments
1	The Council has conducted a data audit in accordance with GDPR practice.	No	<p><i>As at the date of the year end audit the Council had not conducted a GDPR audit of the personal data it holds.</i></p>	<p>The Council should undertake a formal audit of the personal data it holds. The outcome of this review should be reported to Council, or the relevant committee.</p>	Medium	This will be undertaken in July and report to Full Council in September 2026.

Year End audit summary Ludlow Town Council

(shaded Internal Control Objectives are not applicable to your Council)



Year End Audit Date 13 May 2026

Internal Control Objective	N/A	Tested	Positive	Negative	Observations	Non Compliance
Box A <i>Appropriate accounting records have been properly kept throughout the financial year.</i>	-	-	-	-	-	
Box B <i>This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.</i>	4	7	3	-	-	
Box C <i>This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.</i>	-	10	10	-	-	
Box D <i>The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.</i>	-	1	1	-	-	
Box E <i>Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.</i>	3	11	7	1	1	
Box F <i>Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.</i>	-	-	-	-	-	
Box G <i>Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.</i>	9	26	17	-	1	
Box H <i>Asset and investments registers were complete and accurate and properly maintained.</i>	4	12	7	1	1	
Box I <i>Periodic bank account reconciliations were properly carried out during the year.</i>	-	9	9	-	-	
Box J <i>Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.</i>	2	9	7	-	-	
Box K <i>If the authority certified itself as exempt from a limited assurance review in 2024/25, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2024/25 AGAR tick "not covered")</i>	3	3	-	-	-	
Box L <i>The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.</i>	7	7	-	-	-	
Box M <i>The authority, during the previous year (2024/25) correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations (evidenced by the notice published on the website and/or authority approved minutes confirming the dates set).</i>	-	-	-	-	-	
Box N <i>The authority has complied with the publication requirements for 2024/25 AGAR (see AGAR Page 1 Guidance Notes).</i>	1	1	-	-	-	
Box O <i>The authority complied with laws, regulations & proper practices relating to digital and data compliance.</i>	-	4	3	1	1	
Box P <i>(For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee</i>	7	7	-	-	-	
Totals	40	107	64	3	4	-

Ludlow Town Council

Audit 1 Date: 05/11/2025
Audit 2 Date:
Year End Audit Date 13/05/2026



Internal Audit Summary for the year 2025-26

(shaded Internal Control Objectives are not applicable to your Council)

Internal Control Objective		Observations	Observation Analysis					Responses			
			Non - Compliance	High	Medium	Low	Advisory	Positive	Negative	N/A	Not Checked
A	<i>Appropriate accounting records have been properly kept throughout the financial year.</i>	0	0	0	0	0	0	6	0	0	0
B	<i>This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.</i>	1	0	0	1	0	0	34	1	6	0
C	<i>This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.</i>	0	0	0	0	0	0	13	0	1	0
D	<i>The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.</i>	4	0	1	3	0	0	16	2	0	0
E	<i>Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.</i>	1	0	0	1	0	0	18	1	3	0
F	<i>Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.</i>	0	0	0	0	0	0	9	0	0	0
G	<i>Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.</i>	1	0	1	0	0	0	17	0	9	0
H	<i>Asset and investments registers were complete and accurate and properly maintained.</i>	1	0	1	0	0	0	7	1	4	0
I	<i>Periodic bank account reconciliations were properly carried out during the year.</i>	0	0	0	0	0	0	16	0	0	0
J	<i>Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.</i>	0	0	0	0	0	0	9	0	2	0
K	<i>If the authority certified itself as exempt from a limited assurance review in 2024/25, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2024/25 AGAR tick "not covered")</i>	0	0	0	0	0	0	0	0	3	0
L	<i>The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.</i>	1	0	1	0	0	0	0	1	7	0

Internal Control Objective		Observations	Observation Analysis					Responses			
			Non - Compliance	High	Medium	Low	Advisory	Positive	Negative	N/A	Not Checked
M	<i>The authority, during the previous year (2024/25) correctly provided for the period for the exercise of public rights as required by the Accounts and Audit Regulations (evidenced by the notice published on the website and/or authority approved minutes confirming the dates set).</i>	0	0	0	0	0	0	5	0	0	0
N	<i>The authority has complied with the publication requirements for 2024/25 AGAR (see AGAR Page 1 Guidance Notes).</i>	0	0	0	0	0	0	7	0	1	0
O	<i>The authority complied with laws, regulations & proper practices relating to digital and data compliance.</i>	1	0	0	1	0	0	3	1	0	0
P	<i>(For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee</i>	0	0	0	0	0	0	0	0	7	0
Total		10	0	4	6	0	0	160	7	43	0

Ref No.	Asset Description	Location	Supplier	Date Acquired	Category Description	item under £300 removed
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Principle location codes	
1	Land & Buildings
2	Fixtures & Fittings
3	Street Furniture
4	Parks Equipment
5	Playground Equipment
6	Vehicles
7	Mowers
8	Tools & Equipment
9	Office Equipment
	Regalia

Ref No.	Asset Description	Location	Supplier	Date Acquired	Category Description	
48	Shredder	Guildhall			Office Equipment	75.00
50	Guillotine	Guildhall			Office Equipment	20.00
54	1 bookshelf	Guildhall			Office Equipment	100.00
82	3 Flags - Armed Forces & Union	Town Centre	CN House	20-Jun-11	Regalia	26.00
83	Wolf MC Wide Trowel	Depot	Ludlow Homecare	07-Jun-11	Tools and Equipment	9.45
86	Logitech Multimedia speakers	Guildhall	Amazon	29-Jul-11	Office Equipment	54.28
88	4 cubic feet wheelbarrow	Depot	Travis Perkins	30-Aug-11	Tools and Equipment	75.54
90	Metric Measuring Wheel	Depot	Amazon	04-Oct-11	Tools and Equipment	18.54
97	Robe 51"	Guildhall	Marston Robing	26-Oct-11	Regalia	55.50
98	Lakeside Seat	Henley Road	Broxap	30-Nov-11	Street Furniture	118.00
100	Flannelette Santa Suit	Guildhall	Santa Suit	01-Dec-11	Regalia	45.83
101	Rubber Seat and Swing	Linney	Play equipment	16-Dec-11	Playground Equipment	139.00
104	Spades x 3	Henley Road	3 Spades	02-Dec-11	Tools and Equipment	13.75
105	Kodak Easyshare Digigal Camera	Henley Road	Amazon	20-Feb-12	Office Equipment	53.18
106	Portable Hard Drive	Guildhall	Amazon	20-Feb-12	Office Equipment	67.31
110	Home Media Network aTB Hard Drive	Guildhall	Amazon	02-Mar-12	Office Equipment	99.39
121	Tarmac Rake x2	Linney	Travis Perkins	19-Nov-12	Tools and Equipment	44.00
125	Metal Saw Horse	Depot	Morris Bufton	20-Mar-13	Tools and Equipment	22.50
126	The Mayor's Cup/Patriot Award	Wheeler Road	Bensons	20-Mar-13	Regalia	200.00
128	Lecturn for Chapel	Henley Road	G J Jordan	15-Aug-13	Fixtures and Fittings	24.00
130	58 Piece compact tool kit	Henley Road	Spaldings	10-Sep-13	Tools and Equipment	117.00
135	in / out name boards	Guildhall	office depot	20-Jan-15	Office Equipment	58.68
137	DVD Drive for CCTV	Guildhall	ADT	02-Feb-15	Fixtures and Fittings	96.00
138	mobile pedestal	Guildhall	Furniture @work	05-Jun-15	Office Equipment	85.00

145	wall bracket	Buttercross	Black box AV	13-Oct-15	Fixtures and Fittings	68.00
146	HDMI switcher	Buttercross	Black box AV	13-Oct-15	Fixtures and Fittings	127.50
147	speaker behind panel	Buttercross	Black box AV	13-Oct-15	Fixtures and Fittings	13.00
148	amp	Buttercross	Black box AV	13-Oct-15	Fixtures and Fittings	99.00
149	soundclip	Buttercross	Black box AV	13-Oct-15	Fixtures and Fittings	185.00
150	handset plastic audio with cradle sensor	Buttercross	Black box AV	13-Oct-15	Fixtures and Fittings	167.00
151	wooden box to house soundclip and handset	Buttercross	Black box AV	13-Oct-15	Fixtures and Fittings	199.00
154	button stainless steel	Buttercross	Black box AV	13-Oct-15	Fixtures and Fittings	12.00
156	wall bracket	Buttercross	Black box AV	13-Oct-15	Fixtures and Fittings	68.00
157	HDMI switcher	Buttercross	Black box AV	13-Oct-15	Fixtures and Fittings	127.50
158	302 pair 2 black speakers	Buttercross	Black box AV	13-Oct-15	Fixtures and Fittings	63.00
159	amp	Buttercross	Black box AV	13-Oct-15	Fixtures and Fittings	99.00
160	button stainless steel	Buttercross	Black box AV	13-Oct-15	Fixtures and Fittings	12.00
161	wooden box to house 4 buttons	Buttercross	Black box AV	13-Oct-15	Fixtures and Fittings	199.00
163	xmas lights	Town Centre	Lights4fun	02-Nov-15	Regalia	274.67
165	WD portable passport	Guildhall	Amazon	31-Oct-15	Office equipment	79.95
166	Eurosonic extension lead 4 gang surge	Guildhall	Amazon	31-Oct-15	Office equipment	4.95
167	ethernet cable	Guildhall	Amazon	31-Oct-15	Office equipment	6.95
170	oak desk	Guildhall	Furniture @work	27-Jan-16	Office equipment	111.00
171	digital thermometer	Guildhall	Amazon	10-Feb-16	Office equipment	4.83
173	Black LED Monitor x3	Guildhall	HP Inc Uk Ltd	05-Jan-16	Office equipment	231.00
183	Body Camera	Castle Street toilets	REM Trading	09-Jan-17		125.00
185	Micro Server	Guildhall		02-Nov-16		161.47
186	wi-fi router	Guildhall		13-Sep-16		39.99
188	Desk fan	Guildhall		Jun-17		13.99
190	laminator	Guildhall		Aug-17		39.99
196	Silent soldier		Royal British Legion	01-May-18		250.00
197	Prima Windows PC	Guildhall	BCS Computers	Jun-18	Office Equipment	299.00
198	Widescreen monitor 24" LED	Guildhall	BCS Computers	01-Jun-18	Office Equipment	85.50
199	Coinbag		healthmatic	01-Sep-18		65.00
210	Toilet Office Fridge	Castle Street toilets		02-Jun-20	DLF equip	60.00
211	Water Test Thermometer	Depot		13-Aug-20	DLF equip	10.72
212	Water Test Thermometer	Depot		13-Aug-20	DLF equip	10.72
213	Telescopic Basin Wrench	Depot		14-Oct-20	DLF equip	12.49
217	Wilkinson Sword Garden Tool Sharpener	Depot	TFM	30-Nov-20	DLF equip	8.96
218	Wilkinson Sword Aluminium Bypass Pruners	Depot	TFM	30-Nov-20	DLF equip	8.96
219	Wilkinson Sword Aluminium Bypass Pruners	Depot	TFM	30-Nov-20	DLF equip	8.96
222	Wilkinson Sword Carbon Steel Lawn Rake	Depot	TFM	30-Nov-20	DLF equip	10.15
223	Wilkinson Sword Plastic Leaf Rake	Depot	TFM	30-Nov-20	DLF equip	6.91
227	PAT Tester	Depot	PASS Ltd	14-Mar-22	DLF equipment	288.95
228	Childrens table and chairs	Museum	FDS	17-Mar-22	Office equipment	74.95
232	Pro connect black plug	Depot	Lights4fun	01-Oct-21	Regalia	5.00
233	Pro connect black 2 way Y connector x 5	Depot	Lights4fun	01-Oct-21	Regalia	20.83
234	Pro connect black 2 way Y connector x 10	Depot	Lights4fun	01-Oct-21	Regalia	38.75

235	Core connect 2m x 2m 140 warm white connectable net lights green cable ML140YWG x 3	Depot	Lights4fun	01-Oct-21	Regalia	95.00
236	Core connect 31v transformer plug with timer MLBS x 1	Depot	Lights4fun	01-Oct-21	Regalia	12.50
239	PR1BT Pro connect black plug with timer £14.16 x 2	Depot	Lights4fun	01-Oct-21	Regalia	28.32
240	PR5B Pro connect black 10m extension cable £12.50 x 2	Depot	Lights4fun	01-Oct-21	Regalia	25.00
241	Handsaw	Depot	Buftons	03-Nov-21	DLF equipment	21.62
242	Stihl blower BG56C-E Petrol	Depot	TFM	10-Nov-21	DLF equipment	187.50
243	Stihl strimmer FS270C-E	Depot	TFM	10-Nov-21	DLF equipment	272.50
244	Stihl hand blower BG86	Depot	Buftons	18-Mar-22	DLF equipment	215.00
	AOC 24" Monitor	Guildhall	Border Computer Services	07-Feb-22		120.00
255	Draper Carbon Steel Border Spade	Depot	TFM	08-Mar-22	DLF equipment	22.68
256	Hilka Wooden Handle Post Hole Digger	Depot	TFM	03-Feb-22	DLF equipment	24.03
257	Lunar 2 Lever Operator Chair no arms black	Guildhall	Furniture @work	11-Mar-22	Office Furniture	102.00
258	Lunar 2 Lever Operator Chair no arms	Guildhall	Furniture @work	11-Mar-22	Office Furniture	122.00
259	Lunar Plus 2 Lever fabric operator chair fixed arms red	Guildhall	Furniture @work	11-Mar-22	Office Furniture	158.00
268	Finance Office Cupboard - Open top 5 shelves beech	Guildhall	County Office Supplies	06-Sep-21	Office Furniture	235.25
269	Milwaukee 18V Fuel Grinder	Depot	JPS	29-Mar-22	DLF Equipment	139.00
270	Microphone stand	Guildhall	Reed Music Supplies	10-Sep-22	General equipment	24.99
271	Auto Fire Door Stop	Guildhall	Amazon	13-Apr-22		87.00
272	Headphones	Guildhall	Amazon	16-May-22		13.29
273	Tub 26ltr x4	Depot	TFM	30-Apr-22	DLF Equipment	23.60
274	Pricing Gun	Buttercross	Amazon	13-Jun-22		13.82
275	Handheld Counter	Guildhall	Amazon	13-Jun-22		13.45
276	Framed Kings Proclamation	Guildhall		23-Jan-23	Civic Regalia	36.00
277	Market No Parking Signage x2		Euroscreen	31-Jan-23		94.00
278	Market No Parking Signage x2		Euroscreen	14-Feb-23		96.00
279	Laser Measurer		Screwfix	28-Feb-23		33.33
280	PC Monitor - Deputy TC	Guildhall	Border Computer Services	29-Jun-22		100.00
281	Desk Lamp	Guildhall	Amazon	19-Jun-22		35.90
282	Desk Lamp	Guildhall	Amazon	19-Jun-22		21.66
283	Desk fan	Buttercross	Amazon	13-Jul-22		20.00
285	Computer Mouse x2	Guildhall	Amazon	15-Aug-22		23.70
286	fridge	Buttercross	Amazon	15-Sep-22		54.99
287	Desk Lamp	Guildhall	Amazon	15-Sep-22		19.71
288	Street collection buckets/boxes	Guildhall	ECL	06-Sep-22		202.50
289	Wireless Keyboard and Mouse	Home Working	Amazon	12-Oct-22		21.23
290	Heater x8	Guildhall	Screwfix	04-Nov-22		246.53
291	Height Adjustable Desk	Guildhall		28-Oct-22		199.99
292	Office Chair	Guildhall	Office Furniture Online	03-Nov-22		125.00

293	Locker	Guildhall	Office Furniture Online	03-Nov-22	139.00
294	Kettle	Guildhall	Homecare	22-Dec-22	16.23
295	Microwave	Guildhall	Homecare	22-Dec-22	68.04
296	Kettle	Buttercross		27-Dec-22	18.57
301	Monitor	Guildhall		01-Dec-22	120.00
302	Mouse	Buttercross		27-Jan-23	8.33
303	Office Chair - Black	Guildhall	Office Furniture Online	30-Jan-23	122.00
304	Posture Deluxe Wooden Kneeler Chair - Wine	Guildhall	Office Furniture Online	30-Jan-23	81.00
305	Webcam stand	Guildhall		01-Feb-23	10.73
310	Stihl FS70c Petrol Strimmer	Depot		30-Jan-21	269.00
311	Fire Evac Pad	Buttercross		13-Apr-22	255.00
314	Christmas Lights - Tree of Light			16-Sep-22	158.33
315	Rechargable Compact Worklight	Depot	TFM	30-Sep-22	34.88
316	Christmas Lights Gripple x30			03-Nov-22	234.71
317	Broom	Market	TFM	31-Jul-22	16.66
320	Toilet Roll Dispenser		Menai Foam and Board	31-Oct-22	71.24
321	Pliers Set	Depot	TFM	30-Apr-22	37.27
322	Shovel & Spade	Depot	TFM	31-May-22	42.33
323	Wheel Clamp	Depot	TFM	31-Jul-22	51.67
324	Jump Starter	Depot	JPS	28-Sep-22	90.00
325	Trailer Ramps	Depot	Morris Bufton	03-Oct-22	124.90
326	Milwaukee Circular Saw	Depot	JPS	13-Feb-23	154.00
327	Stop/Go Traffic Sign	Depot	Aspli Safety	18-Jan-23	113.18
328	Diversion Signs	Depot		09-Nov-22	268.13
330	Throw Line	Millenium Green		24-Nov-22	150.00
331	Grit Bin x2	Cemetery	GritBins.net	03-Nov-22	204.98
342	Gloris G1 Projector	Guildhall	Amazon	21-Jun-23	89.52
343	Lifebuoy 24"		Seton	17-Feb-23	17.33
344	LED Desk Lamp with clamp	Guildhall	Amazon	09-Mar-23	106.00
345	Barker Operator Chair Adjustable Arms	Guildhall	<u>Furniture@Work</u>	15-Mar-23	149.00
348	Stihl BGS6 Blower	Depot	Morris Bufton & Co Ltd	13-Apr-23	200.00
349	Two Way Traffic Sign & Frame	Depot	Start Traffic Ltd	17-Apr-23	26.28
351	Paper Towel Dispenser x3			25-May-23	44.28
352	Legionella Thermometer x3		Cromwell	07-Jun-23	28.29
353	Bar Chair - Minute Taker	Guildhall	Amazon	30-Jun-23	37.49
354	Projector Stand	Guildhall	Amazon	01-Jul-23	33.32
355	Sum Up Solo Card Reader & Printer	Buttercross	Sum Up	06-Jul-23	139.00
356	Vax Blade 4 Cordless Vacuum Cleaner	Guildhall	Amazon	06-Jul-23	149.17
357	Yale Electronic Safe Small	Buttercross	Amazon	09-Jul-23	34.99
358	Barker High Back Fabric Operator Chair No Arms	Guildhall	<u>Furniture@Work</u>	13-Jul-23	76.00
359	Bookcase	Guildhall	<u>Furniture@Work</u>	20-Jul-23	153.00
356	5 x laminated tables with foldaway legs	Rear of Castle St toilets	Donation	01-Aug-23	5.00
357	Town Flag 5'x3' Metal Grommets x2	Guildhall	Banner Buzz	01-Sep-23	52.42
359	Automatic UK Coin Counter & Sorter Zzap CS20	Guildhall	Amazon	16-Oct-23	141.66

360	Essential Connect 50m 500 Warm White Fairy Lights	Depot	Lights4Fun	25-Oct-23	45.00
361	Road Signs - Advance Notice Road Closed x2 & Advance Notice Car Park Closed x2 including frames	Depot	Start Safety UK	02-Nov-23	209.68
363	Tablet		Amazon	18-Nov-23	83.31
364	Kettle	Castle Street toilets	Homecare	31-Dec-23	13.86
365	Kettle	Guildhall	Homecare	31-Dec-23	13.86
366	Rechargable Torch	Buttercross	TFM	31-Jan-24	16.66
367	Heras Fencing - Smartweld Round Top Anti-Climb Mesh Panel & Couplers	Garden of Rest	Safesite Facilities Ltd	01-Feb-24	210.01
368	PC - Town Clerk	Guildhall	Border Computer Services	16-Feb-24	
369	PC Monitor - Iiyama 23" IPS	Guildhall	Border Computer Services	19-Feb-24	100.00
370	PC Monitor - Iiyama 23" IPS	Guildhall	Border Computer Services	19-Feb-24	100.00
372	Toaster	Guildhall	Homecare	23-Feb-24	22.76
373	D-Day Flag of Peace	Guildhall		28-Feb-24	24.00
374	Heavy Duty Stapler	Guildhall	Roundabout Stationary	08-Mar-24	20.82
375	Sum Up Solo Card Reader	Guildhall	Sum Up	13-Mar-24	69.00
378	Wifi Temperature & Relative Humidity Data Logger	Buttercross	Lascar Electronics	12-Apr-24	117.98
379	Wifi Temperature & Relative Humidity Data Logger	Buttercross	Lascar Electronics	16-May-24	109.99
380	Christmas Wood Wall Photo Backdrop	Guildhall	Amazon	30-Oct-24	18.88
381	Christmas Fireplace Photo Backdrop	Guildhall	Amazon	30-Oct-24	18.88
382	Backdrop Stand 6.5 x 10 ft	Guildhall	Amazon	22-Oct-24	39.98
383	24" Monitor	Guildhall	Border Computer Services	11-Apr-24	121.00
384	Fabric Christmas Bunting	Guildhall	Etsy (Suzie Sews Studio)	30-Oct-24	90.00
385	Electric Balloon Inflator	Guildhall	Amazon	31-Oct-24	10.99
386	Freestanding Tree Arch with 500 LED Lights 2.2m	Guildhall	Home Online Stores	31-Oct-24	108.32
387	Welcome Sign for Seniors Party	Guildhall	Printed.com		21.24
388	Portable One to One Hearing Loop x2	Guildhall	Deaf Awareness Technology	27-Sep-24	268.00
389	Wooden Easel Stand	Guildhall	Amazon		7.07
390	Walkie Talkies x10	Guildhall	Amazon	11-Nov-24	98.08
394	Fridge - Larder Statesman Black	Guildhall	Homecare	31-Jan-25	158.33
395	Fridge - Larder Statesman Black	Depot	Homecare	31-Jan-25	158.33
399	22" Monitor	Guildhall	Border Computer Services	06-Jan-25	100.00
400	22" Monitor - Assistant	Guildhall	Border Computer Services	14-Jan-25	100.00
401	Chair - Low Lumbar Blue	Guildhall	Furniture@Work	12-Dec-24	94.00
402	Chair - Full Lumbar Charcoal	Guildhall	Furniture@Work	15-Nov-24	78.00
403	Anti Fatigue Rubber Mats x10	Cemetery	TFM	31-Oct-24	212.50
411	Portable EV Charger	Depot	Vorsprung	11-Sep-24	154.12
412	Barrier - Chapter 8 2m x10	Depot	Speedy Hire	09-Oct-24	275.00
419	Multi Coloured Connectable Fairy Lights 5m x20	Depot	Lights4Fun	19-Sep-24	258.6
420	Airbelt Personal Floatation Device	Depot	Red Equipment	19-Dec-24	124.87
438					£16,719.73
439					
440					

Item 15a

4th Quarter Income and Expenditure Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>101 General Administration</u>							
1018 Street Trading Income	5,575	7,000	1,425			79.6%	
1171 Miscellaneous Income	193	0	(193)			0.0%	
1176 Precept Received	946,000	946,000	0			100.0%	
1187 Neighbourhood Fund	2,271	0	(2,271)			0.0%	2,271
1196 Interest Received	63,480	50,000	(13,480)			127.0%	
General Administration :- Income	<u>1,017,519</u>	<u>1,003,000</u>	<u>(14,519)</u>			<u>101.4%</u>	<u>2,271</u>
4009 Training/Manuals	6,883	7,000	117		117	98.3%	
4016 Annual Town Meeting	85	100	15		15	85.0%	
4017 Miscellaneous	130	150	20		20	87.0%	
4019 Mobile Phones	3,499	3,500	1		1	100.0%	
4021 Postage	515	250	(265)		(265)	206.1%	
4022 Stationery	898	900	2		2	99.8%	
4023 Subscriptions & Licence Fees	3,441	3,100	(341)		(341)	111.0%	
4024 ALC Subscription	2,644	2,600	(44)		(44)	101.7%	
4025 Paper Recycling & Confidential	307	250	(57)		(57)	123.0%	
4026 Office Equipment	1,491	2,000	509		509	74.6%	
4028 Liability Insurance	26,854	32,000	5,146		5,146	83.9%	
4029 Motor Insurance	3,376	3,000	(376)		(376)	112.5%	
4031 Web-site	1,503	1,500	(3)		(3)	100.2%	
4032 Newsletter	421	3,000	2,579		2,579	14.0%	
4034 Photocopier	2,475	2,500	25		25	99.0%	
4039 RBS Accounts Package	2,027	2,200	173		173	92.1%	
4053 HR and H&S Advice	5,243	5,500	257		257	95.3%	
4055 Professional Fees/Legal	34,395	45,000	10,605		10,605	76.4%	
4057 Audit Fees	3,811	3,800	(11)		(11)	100.3%	
4062 Climate Action	134	860	726		726	15.6%	
4070 Fire Safety	2,004	1,500	(504)		(504)	133.6%	
4072 Bus Shelter	8,387	21,200	12,813		12,813	39.6%	
4080 General Data Protection Reg	73	100	27		27	73.0%	
4102 Risk Assessment Software	0	700	700		700	0.0%	
4120 Council Minute Book Binding	0	2,660	2,660		2,660	0.0%	
4610 Loan Charges	1,990	2,000	10		10	99.5%	
General Administration :- Indirect Expenditure	<u>112,587</u>	<u>147,370</u>	<u>34,783</u>	<u>0</u>	<u>34,783</u>	<u>76.4%</u>	<u>0</u>
Net Income over Expenditure	<u>904,932</u>	<u>855,630</u>	<u>(49,302)</u>				
6001 less Transfer to EMR	2,271	0	(2,271)				
Movement to/(from) Gen Reserve	<u>902,660</u>	<u>855,630</u>	<u>(47,030)</u>				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>102 Staff Costs</u>							
4000 Salaries and Wages	624,820	636,915	12,095		12,095	98.1%	
4001 Actuarial Pension Fund Deficit	7,300	7,300	0		0	100.0%	
4002 CC Salaries and Wages	788	600	(188)		(188)	131.3%	
4005 Other Costs	869	500	(369)		(369)	173.8%	
4056 Payroll Processing Fees	2,850	2,200	(650)		(650)	129.5%	
4060 Recruitment Costs	1,161	1,000	(161)		(161)	116.1%	
4063 Staff Counselling	189	1,800	1,611		1,611	10.5%	
4064 Staff Medicals	95	900	805		805	10.6%	
Staff Costs :- Indirect Expenditure	<u>638,071</u>	<u>651,215</u>	<u>13,144</u>	<u>0</u>	<u>13,144</u>	<u>98.0%</u>	<u>0</u>
Net Expenditure	<u>(638,071)</u>	<u>(651,215)</u>	<u>(13,144)</u>				
<u>103 Insurance Claims</u>							
1070 Insurance Claims Received	250	0	(250)			0.0%	
Insurance Claims :- Income	<u>250</u>	<u>0</u>	<u>(250)</u>				<u>0</u>
Net Income	<u>250</u>	<u>0</u>	<u>(250)</u>				
<u>104 Transaction Fees</u>							
4058 Bank Charges	1,180	1,700	520		520	69.4%	
4075 Linney Parking Meter Fees	1,867	2,200	333		333	84.8%	
4327 Market Online Booking Fees	273	600	327		327	45.5%	
4523 Buttercross Card Payment Fees	50	80	30		30	63.0%	
4524 Market Card Payment Fees	1,640	800	(840)		(840)	205.0%	
4525 Guildhall Card Payment Fees	38	0	(38)		(38)	0.0%	
Transaction Fees :- Indirect Expenditure	<u>5,047</u>	<u>5,380</u>	<u>333</u>	<u>0</u>	<u>333</u>	<u>93.8%</u>	<u>0</u>
Net Expenditure	<u>(5,047)</u>	<u>(5,380)</u>	<u>(333)</u>				
<u>105 Civic Ceremonial</u>							
1160 Civic Regalia Income	34	0	(34)			0.0%	34
Civic Ceremonial :- Income	<u>34</u>	<u>0</u>	<u>(34)</u>				<u>34</u>
4040 Election Expenses	9,917	4,000	(5,917)		(5,917)	247.9%	
4200 Mayors Allowance	4,211	3,280	(931)		(931)	128.4%	2,846
4201 Mayor Making	1,580	1,500	(80)		(80)	105.3%	
4202 Mayor's Sunday	195	300	105		105	64.9%	
4206 Remembrance Sunday	501	800	299		299	62.7%	
4207 Seniors Party	1,247	1,200	(47)		(47)	103.9%	
4208 Childrens Xmas Grotto	286	350	64		64	81.8%	

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4209 Civic Awards	135	150	15		15	90.0%	
4210 Civic Regalia	457	500	43		43	91.5%	(43)
4211 Twinning	300	600	300		300	50.0%	
4212 Members Expenses	65	400	335		335	16.4%	
4213 Mayors Board Updating	834	1,000	166		166	83.4%	
Civic Ceremonial :- Indirect Expenditure	19,729	14,080	(5,649)	0	(5,649)	140.1%	2,803
Net Income over Expenditure	(19,696)	(14,080)	5,616				
6000 plus Transfer from EMR	2,803	0	(2,803)				
6001 less Transfer to EMR	34	0	(34)				
Movement to/(from) Gen Reserve	(16,927)	(14,080)	2,847				
110 Community Grants							
1123 Bathing Water Signage	390	0	(390)			0.0%	390
1175 Tree of Light Donations	565	0	(565)			0.0%	
Community Grants :- Income	955	0	(955)				390
4091 Shaping Places Project Expend	5,187	11,382	6,195		6,195	45.6%	
4110 Visitor Information Services	5,000	5,000	0		0	100.0%	
4144 SYA	6,000	0	(6,000)		(6,000)	0.0%	6,000
4150 Youth Forum	1,000	1,000	0		0	100.0%	
4156 Assembly Rooms	5,000	5,000	0		0	100.0%	
4159 Ludlow Piano Festival	750	750	0		0	100.0%	
4160 Project Support Grants	1,500	10,000	8,500		8,500	15.0%	
4161 Ludlow Town Band	1,050	1,050	0		0	100.0%	
4183 Ludlow Hockey Club	1,000	1,000	0		0	100.0%	
Community Grants :- Indirect Expenditure	26,487	35,182	8,695	0	8,695	75.3%	6,000
Net Income over Expenditure	(25,532)	(35,182)	(9,650)				
6000 plus Transfer from EMR	6,000	0	(6,000)				
6001 less Transfer to EMR	390	0	(390)				
Movement to/(from) Gen Reserve	(19,922)	(35,182)	(15,260)				
111 Community Projects							
4158 Christmas Lights	22,827	20,000	(2,827)		(2,827)	114.1%	
4181 Town Plan	0	1,500	1,500		1,500	0.0%	
4182 Churchyard Wall Loan Expenditu	0	1,252	1,252		1,252	0.0%	
4604 CCTV	1,113	4,000	2,887		2,887	27.8%	(2,887)
4705 Skatepark	0	1,000	1,000		1,000	0.0%	(1,000)
Community Projects :- Indirect Expenditure	23,940	27,752	3,812	0	3,812	86.3%	(3,887)
Net Expenditure	(23,940)	(27,752)	(3,812)				
6000 plus Transfer from EMR	(3,887)	0	3,887				
Movement to/(from) Gen Reserve	(27,827)	(27,752)	75				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>115 Property</u>							
1000 Buttercross Shop Rent	20,000	20,000	0			100.0%	
Property :- Income	<u>20,000</u>	<u>20,000</u>	<u>0</u>			<u>100.0%</u>	<u>0</u>
4222 Maintenance	2,498	2,000	(498)		(498)	124.9%	
Property :- Indirect Expenditure	<u>2,498</u>	<u>2,000</u>	<u>(498)</u>	<u>0</u>	<u>(498)</u>	<u>124.9%</u>	<u>0</u>
Net Income over Expenditure	<u>17,502</u>	<u>18,000</u>	<u>498</u>				
<u>117 Buttercross Market</u>							
4013 Electricity	570	400	(170)		(170)	142.6%	
Buttercross Market :- Indirect Expenditure	<u>570</u>	<u>400</u>	<u>(170)</u>	<u>0</u>	<u>(170)</u>	<u>142.6%</u>	<u>0</u>
Net Expenditure	<u>(570)</u>	<u>(400)</u>	<u>170</u>				
<u>119 Buttercross</u>							
1006 Buttercross Museum Tickets	5,638	6,000	362			94.0%	
1007 Buttercross Museum Donations	241	0	(241)			0.0%	
1008 Buttercross Museum Merchandise	1,201	1,200	(1)			100.1%	150
1010 Buttercross Rates Refund	47,951	0	(47,951)			0.0%	47,951
Buttercross :- Income	<u>55,030</u>	<u>7,200</u>	<u>(47,830)</u>			<u>764.3%</u>	<u>48,100</u>
4011 Rates	6,362	5,500	(862)		(862)	115.7%	
4012 Water Rates	574	800	226		226	71.7%	
4013 Electricity	1,184	1,500	316		316	79.0%	
4014 Gas	926	1,400	474		474	66.2%	
4020 Telephone	58	700	642		642	8.3%	
4222 Maintenance	1,342	1,500	158		158	89.5%	125
4232 Buttercross Museum Merchandise	503	700	197		197	71.8%	
4233 Buttercross Lift Contract	200	300	100		100	66.7%	
4234 Clock Service	567	350	(217)		(217)	162.0%	
4522 Buttercross Museum Events	96	150	54		54	63.9%	
4526 Buttercross Rates Challenge	16,783	0	(16,783)		(16,783)	0.0%	16,783
Buttercross :- Indirect Expenditure	<u>28,595</u>	<u>12,900</u>	<u>(15,695)</u>	<u>0</u>	<u>(15,695)</u>	<u>221.7%</u>	<u>16,908</u>
Net Income over Expenditure	<u>26,435</u>	<u>(5,700)</u>	<u>(32,135)</u>				
6000 plus Transfer from EMR	16,908	0	(16,908)				
6001 less Transfer to EMR	48,100	0	(48,100)				
Movement to/(from) Gen Reserve	<u>(4,757)</u>	<u>(5,700)</u>	<u>(943)</u>				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>121</u> <u>Guildhall</u>							
4011 Rates	10,354	10,500	146		146	98.6%	
4012 Water Rates	611	2,200	1,589		1,589	27.8%	
4013 Electricity	6,923	6,500	(423)		(423)	106.5%	
4020 Telephone	1,775	2,200	425		425	80.7%	
4222 Maintenance	2,259	3,000	741		741	75.3%	
4604 CCTV	0	700	700		700	0.0%	
4612 IT Package & cloud backup	3,129	3,000	(129)		(129)	104.3%	
Guildhall :- Indirect Expenditure	25,051	28,100	3,049	0	3,049	89.2%	0
Net Expenditure	(25,051)	(28,100)	(3,049)				
<u>201</u> <u>Markets</u>							
1003 Buttercross Market Rent	2,957	2,000	(957)			147.8%	
1020 Market Rents	141,003	130,000	(11,003)			108.5%	
1022 Electricity	4,242	3,500	(742)			121.2%	
1023 Specialist Markets	740	1,200	461			61.6%	
1025 Antique Market	9,906	10,200	294			97.1%	
1027 Food Festival	0	300	300			0.0%	
1030 Produce Market (Ludlow 21)	8,619	8,500	(119)			101.4%	
1036 Tuesday Markets	1,768	0	(1,768)			0.0%	
1037 Sunday Markets	19,532	16,350	(3,182)			119.5%	
1038 Thursday Markets	11,163	10,000	(1,163)			111.6%	
1040 Parking Permits	14,812	0	(14,812)			0.0%	
1171 Miscellaneous Income	10	0	(10)			0.0%	
Markets :- Income	214,752	182,050	(32,702)			118.0%	0
4011 Rates	24,950	25,700	750		750	97.1%	
4012 Water Rates	679	1,000	321		321	67.9%	
4013 Electricity	4,113	4,000	(113)		(113)	102.8%	
4017 Miscellaneous	190	300	110		110	63.2%	
4018 Online Booking System	4,000	500	(3,500)		(3,500)	800.0%	3,500
4030 Advertsing	3,757	4,000	243		243	93.9%	
4036 MACCs Licence & Maintenance	851	850	(1)		(1)	100.1%	
4222 Maintenance	2,205	3,000	795		795	73.5%	
4223 Waste Management	10,464	10,500	36		36	99.7%	
4227 Parking Permits	14,827	0	(14,827)		(14,827)	0.0%	
Markets :- Indirect Expenditure	66,036	49,850	(16,186)	0	(16,186)	132.5%	3,500
Net Income over Expenditure	148,715	132,200	(16,515)				
6000 plus Transfer from EMR	3,500	0	(3,500)				
Movement to/(from) Gen Reserve	152,215	132,200	(20,015)				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>202</u> <u>Mayfair</u>							
1024 May Fair	9,632	9,632	0			100.0%	
	<u>9,632</u>	<u>9,632</u>	<u>0</u>			<u>100.0%</u>	<u>0</u>
Mayfair :- Income	9,632	9,632	0			100.0%	0
4000 Salaries and Wages	3,023	0	(3,023)		(3,023)	0.0%	
4224 May Fair	5,145	9,632	4,487		4,487	53.4%	(1,464)
	<u>8,168</u>	<u>9,632</u>	<u>1,464</u>	<u>0</u>	<u>1,464</u>	<u>84.8%</u>	<u>(1,464)</u>
Mayfair :- Indirect Expenditure	8,168	9,632	1,464	0	1,464	84.8%	(1,464)
	<u>1,464</u>	<u>0</u>	<u>(1,464)</u>				
Net Income over Expenditure	1,464	0	(1,464)				
6000 plus Transfer from EMR	(1,464)	0	1,464				
	<u>0</u>	<u>0</u>	<u>0</u>				
Movement to/(from) Gen Reserve	0	0	0				
<u>205</u> <u>Tourism</u>							
1056 Town Trails Income	140	0	(140)			0.0%	140
	<u>140</u>	<u>0</u>	<u>(140)</u>				<u>140</u>
Tourism :- Income	140	0	(140)				140
	<u>140</u>	<u>0</u>	<u>(140)</u>				
Net Income	140	0	(140)				
6001 less Transfer to EMR	140	0	(140)				
	<u>0</u>	<u>0</u>	<u>0</u>				
Movement to/(from) Gen Reserve	0	0	0				
<u>301</u> <u>Street Lighting</u>							
4222 Maintenance	1,530	4,000	2,470		2,470	38.3%	(2,470)
	<u>1,530</u>	<u>4,000</u>	<u>2,470</u>	<u>0</u>	<u>2,470</u>	<u>38.2%</u>	<u>(2,470)</u>
Street Lighting :- Indirect Expenditure	1,530	4,000	2,470	0	2,470	38.2%	(2,470)
	<u>(1,530)</u>	<u>(4,000)</u>	<u>(2,470)</u>				
Net Expenditure	(1,530)	(4,000)	(2,470)				
6000 plus Transfer from EMR	(2,470)	0	2,470				
	<u>(4,000)</u>	<u>(4,000)</u>	<u>0</u>				
Movement to/(from) Gen Reserve	(4,000)	(4,000)	0				
<u>302</u> <u>Street Furniture</u>							
1059 Street Furniture Income	3,737	0	(3,737)			0.0%	
	<u>3,737</u>	<u>0</u>	<u>(3,737)</u>				<u>0</u>
Street Furniture :- Income	3,737	0	(3,737)				0
4222 Maintenance	362	1,000	638		638	36.2%	
4354 Signage	239	250	11		11	95.6%	
4501 Street Furniture	2,869	1,500	(1,369)		(1,369)	191.3%	
	<u>3,470</u>	<u>2,750</u>	<u>(720)</u>	<u>0</u>	<u>(720)</u>	<u>126.2%</u>	<u>0</u>
Street Furniture :- Indirect Expenditure	3,470	2,750	(720)	0	(720)	126.2%	0
	<u>267</u>	<u>(2,750)</u>	<u>(3,017)</u>				
Net Income over Expenditure	267	(2,750)	(3,017)				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>303 Toilets</u>							
1174 Toilet Block Income	4,936	7,000	2,064			70.5%	
Toilets :- Income	<u>4,936</u>	<u>7,000</u>	<u>2,064</u>			70.5%	0
4222 Maintenance	3,460	5,000	1,540		1,540	69.2%	
4319 Consumable Goods	3,395	4,000	605		605	84.9%	
4356 Toilet Cleansing	1,564	2,000	436		436	78.2%	
Toilets :- Indirect Expenditure	<u>8,419</u>	<u>11,000</u>	<u>2,581</u>	0	2,581	76.5%	0
Net Income over Expenditure	<u>(3,483)</u>	<u>(4,000)</u>	<u>(517)</u>				
<u>304 Castle Street Toilets</u>							
4012 Water Rates	5,338	3,200	(2,138)		(2,138)	166.8%	
4013 Electricity	5,050	5,000	(50)		(50)	101.0%	
Castle Street Toilets :- Indirect Expenditure	<u>10,388</u>	<u>8,200</u>	<u>(2,188)</u>	0	(2,188)	126.7%	0
Net Expenditure	<u>(10,388)</u>	<u>(8,200)</u>	<u>2,188</u>				
<u>305 Smithfield Toilets</u>							
4012 Water Rates	1,525	1,800	275		275	84.7%	
4013 Electricity	1,154	1,000	(154)		(154)	115.4%	
4317 Water Management	356	400	44		44	89.0%	
Smithfield Toilets :- Indirect Expenditure	<u>3,035</u>	<u>3,200</u>	<u>165</u>	0	165	94.8%	0
Net Expenditure	<u>(3,035)</u>	<u>(3,200)</u>	<u>(165)</u>				
<u>306 Linney Toilets</u>							
4012 Water Rates	207	400	193		193	51.9%	
4013 Electricity	846	800	(46)		(46)	105.7%	
Linney Toilets :- Indirect Expenditure	<u>1,053</u>	<u>1,200</u>	<u>147</u>	0	147	87.8%	0
Net Expenditure	<u>(1,053)</u>	<u>(1,200)</u>	<u>(147)</u>				
<u>401 Cemetery</u>							
1050 Cemetery House Rent	6,000	6,000	0			100.0%	
1051 Cemetery Fees	20,956	15,000	(5,956)			139.7%	
1053 Grave Digging Fees	23,102	0	(23,102)			0.0%	
1054 Babies Memorial Donations	20	0	(20)			0.0%	20
Cemetery :- Income	<u>50,078</u>	<u>21,000</u>	<u>(29,078)</u>			238.5%	20
4011 Rates	2,197	1,600	(597)		(597)	137.3%	
4012 Water Rates	318	500	182		182	63.6%	

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4013 Electricity	403	500	97		97	80.7%	
4222 Maintenance	345	2,000	1,655		1,655	17.3%	(1,655)
4230 Cemetery Registers Restoration	205	500	295		295	41.0%	
4306 Grave Digging	24,841	0	(24,841)		(24,841)	0.0%	
4510 Chapel Maintenance	248	1,000	752		752	24.8%	(752)
4511 Cemetery House Maintenance	617	1,000	383		383	61.7%	(383)
4515 Babies Memorial	0	200	200		200	0.0%	(200)
4516 Cemetery Extension (Capital)	0	2,000	2,000		2,000	0.0%	(2,000)
4606 Cemetery Paths (Capital Item)	5,500	2,000	(3,500)		(3,500)	275.0%	3,500
Cemetery :- Indirect Expenditure	34,675	11,300	(23,375)	0	(23,375)	306.9%	(1,490)
Net Income over Expenditure	15,403	9,700	(5,703)				
6000 plus Transfer from EMR	(1,490)	0	1,490				
6001 less Transfer to EMR	20	0	(20)				
Movement to/(from) Gen Reserve	13,893	9,700	(4,193)				
403 Allotments							
1076 Allotments Rent	945	945	0			100.0%	
Allotments :- Income	945	945	0			100.0%	0
4222 Maintenance	415	945	530		530	43.9%	(530)
Allotments :- Indirect Expenditure	415	945	530	0	530	43.9%	(530)
Net Income over Expenditure	530	0	(530)				
6000 plus Transfer from EMR	(530)	0	530				
Movement to/(from) Gen Reserve	0	0	0				
410 Amenities							
4222 Maintenance	5,824	7,240	1,416		1,416	80.4%	(1,416)
4303 Plants	3,285	5,000	1,715		1,715	65.7%	
4357 Pest Control	115	200	85		85	57.5%	
4400 Wheeler Rd Play Area Resurface	0	2,000	2,000		2,000	0.0%	(2,000)
4401 Housman Cres Play Area Fencing	0	200	200		200	0.0%	(200)
4402 Tree Survey & Works	3,014	2,000	(1,014)		(1,014)	150.7%	1,014
Amenities :- Indirect Expenditure	12,238	16,640	4,402	0	4,402	73.5%	(2,602)
Net Expenditure	(12,238)	(16,640)	(4,402)				
6000 plus Transfer from EMR	(2,602)	0	2,602				
Movement to/(from) Gen Reserve	(14,840)	(16,640)	(1,800)				

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>411 Linney Riverside Park</u>							
1075 Linney Park Car Park Meter	15,671	15,000	(671)			104.5%	
Linney Riverside Park :- Income	<u>15,671</u>	<u>15,000</u>	<u>(671)</u>			104.5%	0
4011 Rates	549	549	0		0	100.0%	
4013 Electricity	468	300	(168)		(168)	156.1%	
4608 Linney Car Park	2,293	15,000	12,707		12,707	15.3%	(12,707)
Linney Riverside Park :- Indirect Expenditure	<u>3,310</u>	<u>15,849</u>	<u>12,539</u>	0	12,539	20.9%	(12,707)
Net Income over Expenditure	<u>12,361</u>	<u>(849)</u>	<u>(13,210)</u>				
6000 plus Transfer from EMR	(12,707)	0	12,707				
Movement to/(from) Gen Reserve	<u>(346)</u>	<u>(849)</u>	<u>(503)</u>				
<u>500 Direct Labour Force</u>							
4013 Electricity	1,444	1,500	56		56	96.3%	
4223 Waste Management	5,595	2,500	(3,095)		(3,095)	223.8%	
4311 Vehicle Service & Repair	362	500	138		138	72.4%	
4313 Vehicle Lease Hire	14,844	15,000	156		156	99.0%	
4318 Vehicle Tax	715	0	(715)		(715)	0.0%	
4319 Consumable Goods	1,209	1,500	291		291	80.6%	
4320 Fuel	4,895	6,000	1,105		1,105	81.6%	
4322 Clothing & PPE	2,309	1,600	(709)		(709)	144.3%	
4323 Equipment	2,753	29,623	26,870		26,870	9.3%	(26,870)
Direct Labour Force :- Indirect Expenditure	<u>34,126</u>	<u>58,223</u>	<u>24,097</u>	0	24,097	58.6%	(26,870)
Net Expenditure	<u>(34,126)</u>	<u>(58,223)</u>	<u>(24,097)</u>				
6000 plus Transfer from EMR	(26,870)	0	26,870				
Movement to/(from) Gen Reserve	<u>(60,996)</u>	<u>(58,223)</u>	<u>2,773</u>				
<u>501 Contingencies</u>							
4800 Contingency Fund	62,571	170,703	108,132	3,500	104,632	38.7%	
4801 Infrastructure Fund	0	5,000	5,000		5,000	0.0%	(5,000)
4803 DLF Equip Replacement Fund	0	3,000	3,000		3,000	0.0%	(3,000)
Contingencies :- Indirect Expenditure	<u>62,571</u>	<u>178,703</u>	<u>116,132</u>	3,500	112,632	37.0%	(8,000)
Net Expenditure	<u>(62,571)</u>	<u>(178,703)</u>	<u>(116,132)</u>				
6000 plus Transfer from EMR	(8,000)	0	8,000				
Movement to/(from) Gen Reserve	<u>(70,571)</u>	<u>(178,703)</u>	<u>(108,132)</u>				

Detailed Income & Expenditure by Budget Heading 31/03/2026

Month No: 12

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	1,393,679	1,265,827	(127,852)			110.1%	
Expenditure	1,132,012	1,295,871	163,859	3,500	160,359	87.6%	
Net Income over Expenditure	<u>261,667</u>	<u>(30,044)</u>	<u>(291,711)</u>				
plus Transfer from EMR	(30,809)	0	30,809				
less Transfer to EMR	50,956	0	(50,956)				
Movement to/(from) Gen Reserve	<u>179,902</u>	<u>(30,044)</u>	<u>(209,946)</u>				

Item 15b
4th Quarter Exceptions Report

Income and Expenditure

Exceptions Report 2025/26

Fourth Quarter – January to March 2026 *(Tenth to Twelfth month)*

Please note: The financial year runs from April (month 1) to March (month 12)

In Q4 expenditure and income expectation is 100%.

Variations of 15% or more are reported as exceptions.

Some income or expenditure is incremental throughout the year, and others are in one off amounts.

Please read this report in conjunction with the Q4 Income and Expenditure Report.

Key	Explanation
	Green indicates: <ul style="list-style-type: none"> Income in excess of expectation. Expenditure below expectation.
	Red indicates: <ul style="list-style-type: none"> Income below expectation. Expenditure in excess of budget.

CODE	DESCRIPTION	EXCEPTION	Budget %	Q4 Total	Budget
General Admin		Income			
101/1018	Street Trading Income	Income lower than expected – reduced use of Buttercross pitch	79.6%	£5,575.00	£7,000.00
101/1171	Miscellaneous Income	Disposal of old mobile phones	No Budget	£113.00	£0.00
101/1187	Neighbourhood Fund	Annual income received, transferred to EMR	No Budget	£2,271.00	£0.00
101/1196	Interest Received	Funds in high interest account increased	127.0%	£63,480.00	£50,000.00
General Admin		Expenditure			
101/4021	Postage	Increased postage costs for Cemetery memorial letters – email addresses not held.	206.1%	£515.00	£250.00
101/4025	Paper Recycling & Confidential	Increased activity and costs for GDPR archive shredding.	123.0%	£307.00	£250.00
101/4026	Office Equipment	Remaining budget to be carried forward to purchase standing desk at Guildhall	74.6%	£1,491.00	£2,000.00
101/4032	Newsletter	Calendar of Events and 1 edition of the Buttercross Bulletin	14.0%	£421.00	£3,000.00
101/4055	Professional Fees/Legal	Lumpy expenditure	76.4%	£34,395.00	£45,000.00
101/4062	Climate Action	Green Festival seed envelopes and hedge planting	15.6%	£134.00	£860.00

101/4070	Fire Safety	Guildhall, Buttercross Fire safety checks now at six month intervals; and depot fire extinguishers. Budget needs to be increased in 2026 / 27.	133.6%	£2,004.00	£1,500.00
101/4072	Bus Shelter	Henley Road bus shelter replacement delayed until 2026/27, carry forward	39.6%	£8,387.00	£21,200.00
101/4080	GDPR	ICO data handler registration	73.0%	£73.00	£100.00
101/4120	Council Minute Book Binding	Ongoing project delays to due to competing workloads - 15 volumes ready to be bound. Seeking quotes, carry forward	0.0%	£0.00	£2,660.00
Staff Costs		Expenditure			
102/4002	CC Salaries & Wages	Budget insufficient for number of events attended by Civic Ceremonial staff increased for next year.	131.3%	£788.00	£600.00
102/4005	Other Costs	Staff travel costs, increased expenditure due to events and training attended.	173.8%	£869.00	£500.00
102/4056	Payroll Processing Fee	Annual fee increase notified after budget setting.	129.5%	£2,850.00	£2,200.00
102/4063	Staff Counselling	Cheaper service secured with same company – budget reduced next year.	10.5%	£189.00	£1,800.00
102/4064	Staff Medicals	DLF medicals to be scheduled for later in the year – estimated cost £800.	10.6%	£95.00	£900.00
Insurance Claims		Income			
103/1070	Insurance Claims Received	Housman Play Area claim excess recovered from third party	No Budget	£250.00	£0.00
Transaction Fees		Expenditure			
104/4058	Bank Charges	Newly created cost centre monitored in first year. Less cash deposited due to increased numbers of market traders paying by card.	69.4%	£1,180.00	£1,700.00
101/4327	Market Online Booking Fees	Reduced costs due to changing from Paypal to Stripe card payment provider.	45.5%	£273.00	£600.00
104/4523	Buttercross Card Payment Fees	Newly created cost centre monitored in first year. Variable expenditure depending on Museum income and card/cash breakdown	63.0%	£50.00	£80.00
104/4524	Market Card Payment Fees	Newly created cost centre monitored in first year. More traders are paying by card. (Overall Transaction fees cost centre 93.8%, increase in card payment fees reduces bank charges for paying in cash).	205.0%	£1,640.00	£800.00
104/4525	Guildhall Card Payment Fees	Newly created cost centre monitored in first year. New facility - budget being monitored. Card machine used for	No Budget	£38.00	£0.00

		Street Trading, Cemetery Fees, Memorial Benches and Mayor's Charity events payments.			
Civic Ceremonial		Income			
105/1160	Civic Regalia Income	Transfer from Mayor's Allowance for Past Consort badge	No Budget	£34.00	£0.00
Civic Ceremonial		Expenditure			
105/4040	Election Expenses	Whole Council election May 2025 and uncontested byelection	247.9%	£9,917.00	£4,000.00
105/4200	Mayor's Allowance	Withdrawal from EMR 2024/25 £2846.00 balance from 2024/25 Mayor's Allowance transferred to Mayor's charity	128.4%	£4,211.00	£3,280.00
105/4202	Mayor's Sunday	Expenditure was less than originally projected.	64.9%	£195.00	£300.00
105/4206	Remembrance Sunday	Expenditure was less than originally projected. No cost for barriers.	62.7%	£501.00	£800.00
105/4208	Childrens Xmas Grotto	Left over gifts from 2024 reduced the need to purchase for 2025	81.8%	£286.00	£350.00
105/4211	Twinning	Annual grant paid to the French Twinning Association	50.0%	£300.00	£600.00
105/4212	Members Expenses	Variable expenditure depending on claims made by Councillors.	16.4%	£65.00	£400.00
105/4213	Mayor's Board Updating	Annual update cheaper than expected	83.4%	£834.00	£1,000.00
Community Grants		Income			
110/1123	Bathing Water Signage	EA grant for the maintenance of the Bathing Water signage at the Linney Riverside park, transferred to EMR for ring-fenced future use.	No Budget	£390.00	£0.00
110/1175	Tree of Light Donations	Rotary contribution to LED up lighter in Tree of Light.	No Budget	£565.00	£0.00
Community Grants		Expenditure			
110/4091	Shaping Places Project	SC grant funded project - expenditure for workshop food, equipment, room hire and Recipe card printing.	45.6%	£5,187.00	£11,3825.00
110/4144	Shropshire Youth Association	Grant paid from ring-fenced funds in EMR	No Budget	£6,000.00	£0.00
110/4160	Project Support Grant	Variable expenditure dependant on grants made.	15.0%	£1,500.00	£10,000.00
Community Projects		Expenditure			
111/4182	Churchyard Wall Loan Expenditure	Remaining Churchyard wall loan funds	0.0%	£1,252.00	£0.00

111/4604	CCTV	Maintenance costs	27.8%	£1,113.00	£4,000.00
111/4705	Skatepark	Accrued to EMR for future refurbishment	0.0%	£1,000.00	£0.00
Property		Expenditure			
115/4222	Maintenance	Depot maintenance, window/bus shelter cleaning, electrical condition report for Council properties, radon monitoring	124.9%	£2,498.00	£2,000.00
Buttercross Market		Expenditure			
117/4013	Electricity	Increased electricity usage due to increased use of the Buttercross Market area as reflected in the income budget	142.6%	£570.00	£400.00
Buttercross		Income			
119/1007	Buttercross Museum Donations	Lumpy income	No Budget	£241.00	£0.00
119/1010	Buttercross Rates Refund	Refund of Buttercross Museum Non-Domestic Rates following successful rating challenge	No Budget	£47,951.00	£0.00
Buttercross		Expenditure			
119/4011	Rates	Budget in transition - rates refunded after successful challenge see income code above	115.7%	£6,362.00	£5,500.00
119/4012	Water Rates	Costs lower than expected	71.7%	£574.00	£800.00
119/4013	Electricity	Costs lower than expected	79.0%	£1,184.00	£1,500.00
119/4014	Gas	Costs lower than expected	66.2%	£926.00	£1,400.00
119/4020	Telephone	Landline removed, mobile phone used as main contact and portable wifi SIM used for internet connection (£10 per month)	8.3%	£58.00	£700.00
119/4232	Buttercross Museum Merchandise	Reduced number of lines in current stock.	71.8%	£503.00	£700.00
119/4233	Buttercross Lift Contract	Costs lower than expected, significant maintenance works carried out last year	66.7%	£200.00	£300.00
119/4234	Clock Service	Annual service - required additional works to investigate fault and replace batteries.	162.0%	£567.00	£350.00
119/4522	Buttercross Museum Events	Lumpy expenditure	63.9%	£96.00	£150.00
119/4526	Buttercross Rates Challenge	Council agreed fee for successful Buttercross rateable value challenge	No Budget	£16,783.00	£0.00
Guildhall		Expenditure			
121/4012	Water Rates	Budget was increased last year prior to the discovery of a leak, underspend as expected	27.8%	£611.00	£2,200.00
121/4020	Telephone	Variable expenditure, as per number of calls made	80.7%	£1,775.00	£2,200.00

121/4222	Maintenance	Lumpy expenditure.	75.3%	£2,259.00	£3,000.00
Markets		Income			
201/1003	Buttercross Market Rent	Increase in frequency of trader use.	147.8%	£2,957.00	£2,000.00
201/1022	Electricity	Increased usage.	121.2%	£4,242.00	£3,500.00
201/1023	Specialist Markets	Budget lines were consolidated.	61.6%	£740.00	£1,200.00
201/1027	Food Festival	Hire of Market Square on Sunday festival days no longer required. Market now run by LTC (Sunday market income)	0.0%	£0.00	£300.00
201/1036	Tuesday Markets	Newly created budget line to assist monitoring. Whole Market Lets – August Makers Markets and December Tinsel Tuesdays	No Budget	£1768.00	£0.00
201/1037	Sunday Markets	Good uptake of market stalls	119.5%	£19,532.00	£16,350.00
201/1040	Parking Permits	Scheme run at no cost of the Council, see expenditure budget	No Budget	£14,812.00	£0.00
201/1171	Miscellaneous	Fees for market trader PAT testing	No Budget	£10.00	£0.00
Markets		Expenditure			
201/4012	Water Rates	Costs lower than expected	67.9%	£679.00	£1,000.00
201/4017	Miscellaneous	Market till rolls, receipt books, coin bags and Event trail prizes	63.2%	£190.00	£300.00
201/4018	Online Booking System	New market website and booking system. Funds from EMR 329 used to cover this expenditure.	800.0%	£4,000.00	£500.00
201/4222	Maintenance	Replacement stall counters and stall canopy	73.5%	£2,205.00	£3,000.00
201/4227	Parking Permits	Scheme run at no cost to the Council, see income budget	0.0%	£14,827.00	£0.00
Mayfair		Expenditure			
202/4000	Mayfair Salaries & Wages	Overall event costs 84.8%, remaining budget transferred to EMR. Costs are monitored over the 5yr term of the licence.	No Budget	£3,023.00	£0.00
202/4224	Mayfair		53.4%	£5,145.00	£9,632.00
Tourism		Income			
205/1056	Town Trails Income	At cost income moved to EMR to cover reprint	No Budget	£140.00	£0.00
Street Lighting		Expenditure			
301/4222	Maintenance	Repairs to streetlight electrics, timers and sockets	38.3%	£1,530.00	£4,000.00
Street Furniture		Income			
302/1059	Street Furniture Income	Three memorial benches and one plaque purchased	No Budget	£3,737.00	£0.00
Street Furniture		Expenditure			
302/4222	Maintenance	Variable expenditure	36.2%	£362.00	£1,000.00
302/4501	Street Furniture	See Street Furniture Income	191.3%	£2,869.00	£1,500.00

Toilets		Income			
303/1174	Toilet Block Income	Income lower than expected, partly due to coin box/door faults	70.5%	£4,936.00	£7,000.00
Toilets		Expenditure			
303/4222	Maintenance	Variable expenditure	69.2%	£3,460.00	£5,000.00
303/4356	Toilet Cleansing	Sanitary and Nappy bin costs lower than expected	78.2%	£1,564.00	£2,000.00
Castle Street Toilets		Expenditure			
304/4012	Water Rates	Difficult to access water meter read every 6 months can lead to inaccurate estimated bills.	166.8%	£5,338.00	£3,200.00
Linney Toilets		Expenditure			
306/4012	Water Rates	Cost lower than expected	51.9%	£207.00	£400.00
Cemetery		Income			
401/1051	Cemetery Fees	Variable income	139.7%	£20,956.00	£15,000.00
401/1053	Grave Digging Fees	Cost neutral to Council, see expenditure budget. £1739.00 Income in 2024/25 grave digging paid for in 2025/26	No Budget	£23,102.00	£0.00
Cemetery		Expenditure			
401/4011	Rates	Increased costs, annual charge of £2197.32	137.3%	£2,197.00	£1,600.00
401/4012	Water Rates	Costs lower than expected	63.6%	£318.00	£500.00
401/4013	Electricity	Costs lower than expected	80.7%	£403.00	£500.00
401/4222	Maintenance	Variable expenditure	17.3%	£345.00	£2,000.00
401/4230	Cemetery Registers Restoration	New register purchased, remaining funds carried forward for future registers purchase or restoration	41.0%	£205.00	£500.00
401/4306	Grave Digging	Cost neutral to Council, see expenditure budget. £1739.00 Income in 2024/25 grave digging paid for in 2025/26	No Budget	£24,841.00	£0.00
401/4510	Chapel Maintenance	Variable expenditure	24.8%	£248.00	£1,000.00
401/4511	Cemetery House Maintenance	Variable expenditure. Electrical inspection carried out.	61.7%	£617.00	£1,000.00
401/4516	Cemetery Extension	Ongoing project	0.0%	£0.00	£2,000.00
401/4606	Cemetery Paths	Cemetery paths partially resurfaced	275.0%	£5,500.00	£2,000.00
Allotments		Expenditure			
403/4222	Maintenance	Lumpy expenditure	43.9%	£415.00	£945.00

Amenities		Expenditure			
410/4222	Maintenance	Lumpy expenditure	80.4%	£5,824.00	£7,240.00
410/4303	Plants	Lumpy expenditure	65.7%	£3,285.00	£5,000.00
410/4357	Pest Control	Variable expenditure	57.5%	£115.00	£200.00
410/4400	Wheeler Road Play Area Resurface	Accruing funds in EMR for future project	0.0%	£0.00	£2,000.00
410/4402	Tree Survey & Works	Lumpy expenditure. Tree inspection and necessary works completed.	150.7%	£3,014.00	£2,000.00
Linney Riverside Park		Expenditure			
411/4013	Electricity	Insufficient budget	156.1%	£468.00	£300.00
411/4608	Linney Car Park	Lumpy expenditure. Income earmarked to Linney Riverside Park and excess income ring-fenced and transferred to EMR.	15.3%	£2,293.00	£15,000.00
Direct Labour Force		Expenditure			
500/4223	Waste Management	Increased expenditure previously explained in report to committee.	223.8%	£5,595.00	£2,500.00
500/4311	Vehicle Service & Repair	3 main vans on lease hire, maintenance costs covered.	72.4%	£362.00	£500.00
500/4318	Vehicle Tax	First year charges for lease hire vehicles	No Budget	£715.00	£0.00
500/4319	Consumable Goods	Lumpy expenditure	80.6%	£1,209.00	£1,500.00
500/4320	Fuel	Moved to new fuel card system in Sept 2025, so continued budget monitoring needed.	81.6%	£4,895.00	£6,000.00
500/4322	Clothing & PPE	DLF workwear refresh and 2 new starters	144.3%	£2,309.00	£1,600.00
500/4323	Equipment	Planned large scale expenditure deferred.	9.3%	£2,753.00	£29,623
Contingencies		Expenditure			
501/4800	Contingency Fund	Buttercross lift switch relocation; Town Walls scaffolding; HR investigation support; VE Day; Guildhall electrical works; Guildhall and Buttercross fire risk assessments; Visit Shropshire membership; VJ Day; Guildhall Chamber sound system; Guildhall heating system.	38.7%	£62,571.00	£170,703.00
501/4801	Infrastructure Fund	Accrual code for EMR	0.0%	£0.00	£5,000.00
501/4803	DLF Equipment Replacement Fund	Accrual code for EMR	0.0%	£0.00	£3,000.00

Item 16

Carried Forwards – 2025/26 to 2026/27

Budgets to be Carried Forward 2025/ 26

Budget Code	Budget	Actual	Carried Forward	Reason
101 General Administration				
4009 Training/Manuals	£7,000.00	£6,883.00	£117.00	
4026 Office Equipment	£2,000.00	£1,491.00	£509.00	GH Standing Desks
4062 Climate Action	£860.00	£134.00	£726.00	Underspent funds
4072 Bus Shelter	£21,200.00	£8,387.00	£12,813.00	Bus shelter installation delayed
4120 Council Minute Book Binding	£2,660.00	£0.00	£2,660.00	Ongoing project, 14 volumes prepared to go to bookbinders
102 Staff Costs				
4064 Staff Medicals	£900.00	£95.00	£805.00	Aim to complete 2 medicals for DLF staff per year
105 Civic Ceremonial				
4200 Mayors Allowance	£3,280.00	£4,211.00	£1,915.00	Mayoral year continues until May
110 Community Grants				
4091 Shaping Places Project Expend	£11,382.00	£5,187.00	£6,195.00	Carried Forward Grant funds
111 Community Projects				
4181 Town Plan	£1,500.00	£0.00	£1,500.00	Future project
4182 Churchyard Wall Loan Expenditu	£1,252.00	£0.00	£1,252.00	Remainder of loan funds
119 Buttercross				
4232 Buttercross Museum Merchandise	£700.00	£503.00	£197.00	Stock from Friends of Ludlow Museum, awaiting price
4522 Buttercross Museum Events	£150.00	£96.00	£54.00	Funds for 10 year anniversay celebrations
121 Guildhall				
4604 CCTV	£700.00	£0.00	£700.00	Project to improve GH CCTV facilities
201 Markets				
4222 Maintenance	£3,000.00	£2,205.00	£795.00	Scheduled replacement of stall table tops
302 Street Furniture				
4222 Maintenance	£1,000.00	£362.00	£638.00	Planters
303 Toilets				
4222 Maintenance	£5,000.00	£3,460.00	£1,540.00	Significant toilet works required
401 Cemetery				
4230 Cemetery Registers Restoration	£500.00	£205.00	£295.00	Future restoration of historic registers
410 Amenities				
4303 Plants	£5,000.00	£3,285.00	£1,715.00	Planters
		Total	£34,426.00	

Item 17a

Earmarked Reserves Movement 2025/26

Year End Movement to Earmarked Reserves

Budget	Actual Year To Date	Current Annual Budget	Variance Annual Total	Transfer to/from EMR	EMR Code	Balance of EMR	Funds moved to EMR
							Funds spent from EMR
101 General Administration							
1187 Neighbourhood Fund	£2,271.00	£0.00	-£2,271.00	£2,271.00 To 323		£97,434.09	
105 Civic Ceremonial							
1160 Civic Regalia Income	£34.00	£0.00	-£34.00	£34.00 To 358		£871.00	Cost of Past Consort badge paid by Mayor
4200 Mayors Allowance	£4,211.00	£3,280.00	-£931.00	£2,846.00 From 324		£0.00	Balance of 2024/25 Mayor's Allowance donated to Mayor's Charity
4210 Civic Regalia	£457.00	£500.00	£43.00	£43.00 To 358		£871.00	Towards cost of mounting chain on velvet collar
110 Community Grants							
1123 Bathing Water Signage	£390.00	£0.00	-£390.00	£390.00 To 374		£390.00	Grant received
4144 SYA	£6,000.00	£0.00	-£6,000.00	£6,000.00 From 367		£12,000.00	Grant payment for 2025/26
111 Community Projects							
4604 CCTV	£1,113.00	£4,000.00	£2,887.00	£2,887.00 To 326		£17,683.00	
4705 Skatepark	£0.00	£1,000.00	£1,000.00	£1,000.00 To 334		£41,541.33	
119 Buttercross							
1008 Buttercross Museum Merchandise	£1,201.00	£1,200.00	-£1.00	£150.00 To 370		£945.00	Income from sale of Town Trails towards reprint
1010 Buttercross Rates Refund	£47,951.00	£0.00	-£47,951.00	£47,951.00 To 369		£31,167.88	Business rates refund following challenge of Buttercross rateable value
4222 Maintenance	£1,342.00	£1,500.00	£158.00	£125.00 From 357		£58.04	Purchase of Museum A-Board
4526 Buttercross Rates Challenge	£16,783.00	£0.00	-£16,783.00	£16,783.00 From 369		£31,167.88	Fees to challenge the ratable value of the Buttercross
201 Markets							
4018 Online Booking System	£4,000.00	£500.00	-£3,500.00	£3,500.00 From 329		£2,070.00	Cost of new online market booking system, now complete
202 Mayfair							
4000 Salaries and Wages	£3,023.00	£0.00	-£3,023.00				
4224 May Fair	£5,145.00	£9,632.00	£4,487.00	£1,464.00 To 361		£3,327.00	Mayfair licence fee in excess of costs incurred by the Town Council for the event
205 Tourism							
1056 Town Trails Income	£140.00	£0.00	-£140.00	£140.00 To 370		£945.00	Income raised from sale of Town Trails since last print to fund reprint
301 Street Lighting							
4222 Maintenance	£1,530.00	£4,000.00	£2,470.00	£2,470.00 To 340		£8,912.20	
401 Cemetery							
1054 Babies Memorial Donations	£20.00	£0.00	-£20.00	£20.00 To 331		£49,274.16	
4222 Maintenance	£345.00	£2,000.00	£1,655.00	£1,655.00 To 331		£49,274.16	
4510 Chapel Maintenance	£248.00	£1,000.00	£752.00	£752.00 To 331		£49,274.16	
4511 Cemetery House Maintenance	£617.00	£1,000.00	£383.00	£383.00 To 352		£9,833.00	
4515 Babies Memorial	£0.00	£200.00	£200.00	£200.00 To 331		£49,274.16	
4516 Cemetery Extension (Capital)	£0.00	£2,000.00	£2,000.00	£2,000.00 To 331		£49,274.16	
4606 Cemetery Paths (Capital Item)	£5,500.00	£2,000.00	-£3,500.00	£3,500.00 From 331		£49,274.16	

403 Allotments

4222 Maintenance	£415.00	£945.00	£530.00	£530.00 To 339	£901.60 Rental income in excess of maintenance costs incurred by the Town Council
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410 Amenities

4222 Maintenance	£5,824.00	£7,240.00	£1,416.00	£708.00 To 334	£41,541.33
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				£708.00 To 372	£12,584.34
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4400 Wheeler Rd Play Area Resurface	£0.00	£2,000.00	£2,000.00	£2,000.00 To 334	£41,541.33
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4401 Housman Cres Play Area Fencing	£0.00	£200.00	£200.00	£200.00 To 372	£12,584.34
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4402 Tree Survey & Works	£3,014.00	£2,000.00	-£1,014.00	£1,014.00 From 335	£721.00
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411 Linney Riverside Park

4608 Linney Car Park	£2,293.00	£15,000.00	£12,707.00	£12,707.00 To 336	£49,786.27 Unspent funds ringfenced for future refurbishment of the Linney Riverside Park
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500 Direct Labour Force

4323 Equipment	£2,753.00	£29,623.00	£26,870.00	£26,870.00 To 354	£39,708.00
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501 Contingencies

4801 Infrastructure Fund	£0.00	£5,000.00	£5,000.00	£5,000.00 To 337	£37,000.00
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4803 DLF Equip Replacement Fund	£0.00	£3,000.00	£3,000.00	£3,000.00 To 354	£39,708.00
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Item 17b

**Earmarked Reserves Opening Balances
2026/27**

Earmarked Reserves

<u>Account</u>	<u>Opening Balance</u>	<u>Net Transfers</u>	<u>Closing Balance</u>
323 EMR Neighbourhood Fund	97,434.09		97,434.09
326 EMR CCTV	17,683.00		17,683.00
329 EMR Mkt Online Booking System	2,070.00		2,070.00
331 EMR Cemetery	49,274.16		49,274.16
334 EMR Wheeler Road Play Area	41,541.33		41,541.33
335 EMR Tree Survey & Works	721.00		721.00
336 EMR Linney Riverside Park	49,786.27		49,786.27
337 EMR EV Compound Fund	37,000.00		37,000.00
339 EMR Allotments	901.60		901.60
340 EMR Streetlighting	8,912.20		8,912.20
342 EMR Street Furniture	8,520.00		8,520.00
344 EMR Christmas Lights	10,000.00		10,000.00
345 EMR Guildhall - Grade 1 Listed	101,000.00		101,000.00
346 EMR Buttercross - Grade 1 List	100,000.00		100,000.00
347 EMR Depot - Metal Construction	10,000.00		10,000.00
348 EMR Castle Street Toilets	11,928.00		11,928.00
349 EMR Smithfield Toilets	7,275.00		7,275.00
350 EMR Linney Toilets	7,275.00		7,275.00
351 EMR Market	50,000.00		50,000.00
352 EMR Cemetery House - Rental Pr	9,833.00		9,833.00
354 EMR DLF Equip Replacement Fund	39,708.00		39,708.00
355 EMR Babies Memorial	20.00		20.00
356 EMR GDPR	1,390.00		1,390.00
357 EMR Buttercross MuseumDonation	58.04		58.04
358 EMR Civic Regalia	871.00		871.00
359 EMR Large Project Fund	292,641.10		292,641.10
360 EMR Seniors Party Grant	218.67		218.67
361 EMR Mayfair	3,327.00		3,327.00
363 EMR Neighbourhood Plan	25,000.00		25,000.00
364 EMR Town Centre Planters	5,000.00		5,000.00
365 EMR Staffing Contingencies	50,000.00		50,000.00
367 EMR SYA	12,000.00		12,000.00
369 EMR Non-Domestic Rates	31,167.88		31,167.88
370 EMR Town Trails	945.00		945.00
372 EMR Housman Play Area	12,584.34		12,584.34
373 EMR Churchyard Wall Legal Cost	200,000.00		200,000.00
374 EMR Bathing Water Signage	390.00		390.00
	<u>1,296,475.68</u>	<u>0.00</u>	<u>1,296,475.68</u>

Item 19

Budget Task and Finish

Notes – 01/05//26

Notes from Budget T&F Meeting

On 1st May 2026 at 9:30 am at the Guildhall

Present: Councillors Taylor (Chair), Ward, Owen, Cowell, Lyle, and Scott-Bell.

Gina Wilding, Town Clerk; Lucy Jones, Senior Finance Assistant

Apologies: Councillors Ginger, Gill, and Hepworth.

Year End Figures 2025/26

- Contingency fund expenditure mostly GH expenditure – Heating System (£34k) and Audio System (£6k).
- Fund from GH EMR 345??

Carried Forwards for 2026/27

- The carried forwards presented were agreed.

Estimated EMR Opening Balances 2026/27

- Query DLF Equipment replacement fund – for replacement tractor and future storage needs.

EMR Estimated Costs

- Wheeler Road Play Area resurface - £35-40k
- Housman Play Area replacement slide - £7-12k
- Market Anchor Points - £120 per anchor
- BX/GH condition reports, quotes being sought

The draft AGAR figures for presentation to the ATRM were also discussed.

Item 20

Climate Action Task and Finish Group

Notes – 21/05/26

NOTES FROM CLIMATE ACTION TASK & FINISH GROUP

Meeting: Thursday 21st May 2026 at the Guildhall, 10am

Attendees: Cllr Maxwell-Muller

Deputy Town Clerk, Kate Adams

Apologies: Cllr Lyle

Absent: Cllrs Cowell & Tapley

- **No chair of the group elected as only one Councillor present.**
Disappointed in the turnout for the meeting.

- **An informal chat followed, summary of discussion below:**
 - To note banner has been ordered and information received regarding Budgens site.
 - To agree two suggestions to go to Policy & Finance Committee:
 - That Ludlow Town Council write to Stuart Anderson MP asking him to support a televised national screening of the briefing.
 - To ask Ludlow 21 to attend a meeting of the Task & Finish Group to consider how we can combine actions to have greater public engagement and encourage residents to make small impactful changes.
 - To note the updates from the Planting Task & Finish Group – a summary of the work to go to Services Committee on 8th June.

 - To note No Mow May progress/activities

 - Climate events were considered and will be promoted by LTC via the usual social media channels.

 - The CAP was considered and the following action agreed:
KA to contact McConnells regarding weed spraying along Temeside

- **To be resolved prior to next meeting:**
 - Rota for Green Festival stall
 - Purchase of seeds to be 'given away' at Green Festival – envelopes and stickers already purchased

- **To be put on next meeting agenda:**
 - Election of chair
 - To consider the request for member of LTC to speak at the December meeting of the Shropshire Wildlife Trust Ludlow branch – the topic is 'Wild about Ludlow' and the talk should be approx. 10 minutes long.

- **Next meeting dates:**
Thursday 9th July 2026 at 10am

Item 21a

CCLA Public Sector Deposit Fund

Investment – Statement March 2026

Statement of Account

Ms Gina Wilding
Ludlow Town Council
The Guildhall
Mill Street
LUDLOW
Shropshire
SY8 1AZ

5 April 2026

Account name: **LUDLOW TOWN COUNCIL**
Account number: **PS3078701-001**
Statement period: **28/02/2026 to 31/03/2026**

Account summary

Total valuation as at 31 March 2026 **£1,649,409.35**
Total valuation as at last statement at 28 February 2026 **£1,783,080.05**

Holdings as at 31 March 2026

Fund name	Unit/share holdings	Price per unit/share	Value
Public Sector Deposit Fund SC4 - Public Sector GB00B3LDFH01	1,649,409.3500	£1.00	£1,649,409.35
Total value			£1,649,409.35

Transactions for the period from 28 February 2026 to 31 March 2026

Public Sector Deposit Fund SC4 - Public Sector

Transaction date	Transaction type	Unit/shares	Price per unit/share	Amount (GBP)
03/03/2026	Income Reinvestment	5,165.3900	£1.0000	£5,165.39
03/03/2026	Withdrawal	-79,682.2900	£1.0000	-£79,682.29
30/03/2026	Withdrawal	-59,153.8000	£1.0000	-£59,153.80

Correspondence address: PO Box 12892, Dunmow, Essex CM6 9DL

clientservices@ccla.co.uk Freephone 0800 022 3505 www.ccla.co.uk

The average Fund yield for this period was 3.74% p.a.

Income for the period is as follows:

Month	Date paid	Fund name	Method	Amount (£)	Destination
Mar 2026	02/04/2026	Public Sector Deposit Fund SC4 - Public Sector	Reinvestment	£5,435.96	PS3078701-001

All CCLA forms are available on our website: www.ccla.co.uk/resources/client-documentation. Please ensure that you download and use the latest available form to make any transaction or amendment. Using an old form will result in the instruction being rejected.

Before making any additional investments into CCLA funds, please read the most recent version of the relevant fund's key information document (KID). KIDs can help investors understand the nature, risks, costs, potential gains and potential losses of fund, and compare the fund with other products. The KIDs for our funds are available in the investments section of our website at, www.ccla.co.uk. Or, you can ask us to send you copies, free of charge, by emailing our Client Services team at clientservices@ccla.co.uk.

Please keep all documents (including this statement) safe as you may need to refer to the information in the future.

If you would like to discuss any of the information on your statement please contact Client Services.

A glossary of terms used in this communication is available on www.ccla.co.uk/glossary. If you would like the information in an alternative format or have any queries, please call us on **0800 022 3505** or email us at clientservices@ccla.co.uk.

Item 21a

CCLA Public Sector Deposit Fund Investment – Statement April 2026

Statement of Account

Ms Gina Wilding
Ludlow Town Council
The Guildhall
Mill Street
LUDLOW
Shropshire
SY8 1AZ

5 May 2026

Account name: **LUDLOW TOWN COUNCIL**
Account number: **PS3078701-001**
Statement period: **31/03/2026 to 30/04/2026**

Account summary

Total valuation as at 30 April 2026 **£1,654,845.31**
Total valuation as at last statement at 31 March 2026 **£1,649,409.35**

Holdings as at 30 April 2026

Fund name	Unit/share holdings	Price per unit/share	Value
Public Sector Deposit Fund SC4 - Public Sector GB00B3LDFH01	1,654,845.3100	£1.00	£1,654,845.31
Total value			£1,654,845.31

Transactions for the period from 31 March 2026 to 30 April 2026

Public Sector Deposit Fund SC4 - Public Sector

Transaction date	Transaction type	Unit/shares	Price per unit/share	Amount (GBP)
02/04/2026	Income Reinvestment	5,435.9600	£1.0000	£5,435.96

Correspondence address: PO Box 12892, Dunmow, Essex CM6 9DL

clientservices@ccla.co.uk Freephone 0800 022 3505 www.ccla.co.uk

The average Fund yield for this period was 3.76% p.a.

Income for the period is as follows:

Month	Date paid	Fund name	Method	Amount (£)	Destination
Apr 2026	05/05/2026	Public Sector Deposit Fund SC4 - Public Sector	Reinvestment	£5,113.01	PS3078701-001

All CCLA forms are available on our website: www.ccla.co.uk/resources/client-documentation. Please ensure that you download and use the latest available form to make any transaction or amendment. Using an old form will result in the instruction being rejected.

Before making any additional investments into CCLA funds, please read the most recent version of the relevant fund's key information document (KID). KIDs can help investors understand the nature, risks, costs, potential gains and potential losses of fund, and compare the fund with other products. The KIDs for our funds are available in the investments section of our website at, www.ccla.co.uk. Or, you can ask us to send you copies, free of charge, by emailing our Client Services team at clientservices@ccla.co.uk.

Please keep all documents (including this statement) safe as you may need to refer to the information in the future.

If you would like to discuss any of the information on your statement please contact Client Services.

A glossary of terms used in this communication is available on www.ccla.co.uk/glossary. If you would like the information in an alternative format or have any queries, please call us on **0800 022 3505** or email us at clientservices@ccla.co.uk.

Item 21b

CCLA Public Sector Deposit Fund

Investment – Redemption contract notes

Subscription contract note

Ms Gina Wilding
Ludlow Town Council
The Guildhall
Mill Street
LUDLOW
Shropshire
SY8 1AZ

1 May 2026

Account name: **LUDLOW TOWN COUNCIL**
Account number: **PS3078701-001**

Subscription transaction details

Contract reference	8410852
Order date and time	1 May 2026 11:20:00
Valuation date and time	1 May 2026 11:30:00
Settlement date	1 May 2026
Fund name	Public Sector Deposit Fund SC4 - Public Sector
International Securities Identification Number (ISIN)	GB00B3LDFH01
Name/designation	LUDLOW TOWN COUNCIL
Order type	Value
Number of units/shares	905,368.710
Value	£905,368.71
Unit/share price	100 pence

Please retain this document for future reference as evidence of the transaction(s) stated above.

We wish to maintain up-to-date records of your account. Should there be any changes to your account details, please contact Client Services.

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