

Finance & Governance Committee

To: Committee Members

Cllrs Kumar (Chairperson) Banks, Chapman, Collins, Cooper-Marsh, Goodman, Hitchin, Maslen, and Pitt

Copies: County Councillors – S Ferguson, K Prentice, G Seeff & S Taylor

District Councillors – L Davenport-Ray, S Ferguson, A Jennings, M Pickering, I Taylor, S Taylor & G Welton

Town Councillors (not a member of this committee)

Town Council website

Agenda for the meeting of the **Finance & Governance committee** to be held on **Tuesday 21st May 2024** at **7.30pm** in the Priory Centre, Priory Lane, St Neots, PE19 2BH.

Please be aware that meetings may be recorded and made available to the public. Your participation in the meeting indicates your consent to being included in these recordings.

Public Participation

There will be a 10-minute session before the meeting to allow any resident to address the committee on any matter appearing on the agenda for this meeting.

Members of the Finance & Governance committee are hereby summoned to attend this meeting to consider the following business.

C Robson
Town Clerk

1. Apologies for Absence

To receive Councillor's apologies for absence.

2. Declarations of Interest

To receive from Councillor's declarations as to Disclosable Pecuniary Interests and/or Non-Statutory Disclosable Interests along with the nature of those interests in relation to any agenda item.

3. Minutes

Members to approve the minutes of the Finance & Governance Committee held on 23rd April 2024 as a true and accurate record. Attachment 1

4. Payments

To receive and consider payments for March 2024. Attachment 2

5. Bank Cash and Investment Reconciliations

Members received and noted bank cash and investment reconciliations as at 31st March 2024. Attachment 3

6. St Neots Skatepark Funding – Revamp the Ramp

To receive and consider a report on the status of funding awarded to a project to enhance the St Neots skatepark ramps to a competition standard. Attachment 4

7. Farm and Craft Market Fees

To receive and consider a recommendation from the Promotion and Events Committee that the Council agree to pause fees for farm and craft market traders during the ongoing Market Square refurbishment works. Attachment 5

8. Brickhills Play Park

To receive and consider a recommendation from the Operations and Amenities Committee on allocating funding from the Play Park Earmarked Reserves to the fund the cost of installing an inclusive seesaw and supporting infrastructure at Brickhills play park. Earmarked funding held totals £70,759.

9. Date of Next Meeting

To note that the next scheduled meeting of the Finance and Governance Committee is the 18th June 2024 at 7:15pm.

Finance & Governance Committee

Present: Cllrs (Chair), Banks, Chapman, Collins, Goodman, Cooper-Marsh, Hitchin, Kumar, Maslen, Pitt and Slade

Absent:

In attendance: Town Clerk, Deputy Town Clerk

Minutes of the meeting of the **Finance & Governance committee** held on **Tuesday 23rd April 2024** at **7.15pm** in the Priory Centre, Priory Lane, St Neots, PE19 2BH.

Public Participation

There were two Members of the public present.

ACTIONS

134 Apologies for Absence

No apologies were received.

Admin

135 Declarations of Interest

Cllrs Pitt and Slade declared an interest in agenda item 9, the Priory Centre Redevelopment as an HDC Member.

136 Minutes

RESOLVED to approve the minutes of the 19th March 2024 as a true and accurate record subject to amending to state Cllr Cooper-Marsh chaired the meeting.

Admin

The Chairperson moved agenda item 4 up the agenda as a representative was present to speak on the item.

Revamp the Ramp

Members received and considered a report from the Town Clerk on grant funding previously awarded to Revamp the Ramp and a request that the Council consider further funding following the outcome of other match funding applications.

A representative for Revamp the Ramp addressed the Council and informed the committee that two grant applications towards the project had been unsuccessful, but that the outcome of a £15,000 application to the A428 fund was still awaited.

The representative expressed his gratitude for the Council's support and the funding it had awarded to the project. He also stated his concerns that the project and available funding will continue to 'go round in circles' without progress the much-needed enhancements the project aimed to deliver.

It was clarified that the project intended to deliver an enhanced facility which could host national competitions and provide a free facility where young people could participate in sport and learn new skills. The funding was not for general maintenance and repair, which was the responsibility of Huntingdonshire District Council.

The District Council was in the process of committing £5,000 in funding towards upgrading lighting at the facility and a further £4,000 for some required repairs.

Members asked a number of questions, including;

- Had other quotes been obtained for the works?
It was confirmed two other quotes had been received and could be provided to the Council. The quote provided was the best quote and the contractor had continued to hold the price.
- Is there a timescale for when works would need to start?
Works should start soon and take place when the weather is good. Works will take approximately 4 weeks.
- Has flooding been considered?
The enhancements have been chosen specifically to cope with flooding. If undertaken, they will give the skatepark a further 15 years of life.

Members expressed their support for the project and emphasised the importance of the skatepark, which is an asset to the town.

Members noted the CIC had approximately £10,000 of its own funding to commit to the project, which had been raised from donations and grants.

Members queried whether CIL funding from the District Council could be made available. It was confirmed that it is not known when the next round of funding applications might be. The District Council are currently reviewing their CIL policy and funding process.

Proposed and seconded that the Council increase the funding awarded to Revamp the Ramp's Skatepark project by £25,210.88 and that this funding comes from the Council's CIL reserves.

The proposed funding considers the outstanding application to the A428 fund, which the Council hopes will be successful.

RESOLVED to RECOMMEND that St Neots Town Council grant a further £25,210.88 in grant funding to Revamp the Ramp CIC towards delivering the St Neots Skatepark ramp enhancement project, totalling £50,210.88 in Town Council funding. That the funding awarded comes from the Council's CIL reserves.

137 Payments

Members received and noted payments for February 2024.

A Member raised a query of a payment for flooring at St Neots Museum. It was explained that this was covered by the Council's maintenance budget for the museum, which it established to address repair and maintenance of the Council owned building.

138 Financial Governance

- i) Members received and considered the Council's Risk Assessment for 2024/25. The only amendment to the Risk Assessment was changing wording to reflect the Council 'notes' rather than approves monthly payments.

RESOLVED to RECOMMEND that the Council adopt the proposed Council Risk Assessment for 2024/25.

- ii) Members received and reviewed the Council's Investment Strategy.

Members discussed the Council's investment of funds in savings accounts. It was noted that the Town Council needs to have quick access funds and it is not like a County or District Council where a long-term investment strategy and portfolio is needed. Members discussed bringing forward a future proposal on allocating further funds to the CCLA account to receive a higher rate of interest.

RESOLVED to RECOMMEND the Council re-adopt the Council's Investment Strategy with an updated yield figure.

- iii) Members noted that the National Association of Local Councils was due to release updated model Financial Regulations which would be brought to Council for consideration once available.

**139 Steve Van de Kerkhove Eynesbury Community Hub
Recommendation from Operations and Amenities**

Members received and considered a recommendation from the Operations and Amenities Committee that the Council progress with tarmac surfacing of the access track and parking area at the Steve Van de Kerkhove Eynesbury Community hub. The Chairperson of the Operations and Amenities Committee introduced the item.

Members discussed the recommendation, with a Member raising queries on whether the cost of tarmacking would be a good long-term investment which would uplift the building and what it can provide the community.

The Council's General Manager for the Priory and Eatons Centre explained the need for improved surfacing and the groups which would be using the facility during the Priory Centre closure. There is also the possibility of securing a longer-term tenant. Both organisations who will be using the building require better access.

A Member commented that the buildings will continue to be used for the community and will evolve over time to suit the needs of users and demand from residents. A tarmac surface will help make the buildings a more attractive and useful asset in the future.

A Member queried whether surfacing would include all of a large grass area adjacent to the former St John's building. It was clarified it would not, although a pedestrian pathway had been allowed for.

It was proposed and seconded to recommend to Council the motions as written.

It was commented that Councillors did have concerns over the environmental impact of the proposed surfacing, but it was the option that delivered the most suitable outcomes for need, cost benefit and requirement.

RESOLVED to RECOMMEND that the Council progress with tarmac surfacing of the access track, car parking area and pedestrian walkway at the Steve Van de Kerkhove Community Hub and that Company B is approved as the preferred contractor at a cost of £73,000.00 allocated from the Council's Community Building Earmarked Reserve (EMR).

140 **Armed Forces Day Budget**

Recommendation from Promotion and Events

Members received and considered a recommendation from the Promotion and Events Committee that £3,000 earmarked from the AFD 2023 budget is used to facilitate raising awareness of HM Armed Forces services and the 80th anniversary of D-Day.

It was explained members of the AFD committee are keen to raise awareness of the HM Armed Forces and their roles to a wider audience. The Armed Forces Weekend provides an ideal opportunity to do this using a big screen which will have videos, information, and short interviews on display throughout the event.

Members raised a number of questions regarding the proposed project and expenditure and shared some concerns over producing a quality video and what this would involve. The proposed budget would cover screen hire, but would not leave much of a budget for video production.

It was requested that more information be brought to the Town Council meeting on the proposal, particularly around the following points;

- Is the proposed video to be created and edited by external professionals?
- Is it to be specific to this event and St Neots?
- If it is to be produced, filmed and edited by staff how much resource will this take up?
- What length will the video be?
- Is audio play back included in the costs?

RESOLVED to RECOMMEND that £3,000 earmarked from the AFD 2023 budget is used to facilitate raising awareness of HM Armed Forces services and the 80th anniversary of D-Day by using a large screen to show videos, information and interviews throughout the event. That the recommendation is subject to further information on the details of the proposed videos and their production coming forward.

141 **Priory Centre Refurbishment**

Members received and considered a report from the Town Clerk on the Priory Centre refurbishment project and available funds should the Council consider investing in the refurbishment and redevelopment of the building. It was noted that delivering

the full-scale redevelopment of the building which included all of the Town Council's priorities would exceed HDCs budget for the project. Therefore, the Council had an opportunity to consider providing funding if it wishes to achieve all of its desired outcomes.

Members discussed the proposition of the Town Council providing funding for the Priory Centre refurbishment at length. Members expressed support for the project and the principle that the Council may providing funding to achieve a refurbished building that met its priorities.

However, concern was raised over lease arrangements between the Town Council and Huntingdonshire District Council (HDC) for the building. A Member commented that if the District Council was looking to fundamentally change the relationship within the lease this would not, in their view be acceptable. There needs to be an understanding of building ownership and equity should the council invest any funding.

Two key areas of concern were raised;

- 1) Removal of a contribution to the operational losses of the building by Huntingdonshire District Council.
- 2) A split in equity should the building ever be sold by the District Council.

Any investment should include having suitable lease arrangements in place.

Never heard mention of rent to be charged, officers have talked about removing losses. Discussion about protection its asset. Any investment we make should have suitable lease agreements in place. There should be a strong argument put forward that the loss share agreement is maintained and the cap increased.

A Member commented that the project is at a key stage and the design team need to focus on one plan, the Council is being asked if it has an appetite to invest to help guide this process. If the Council is not minded providing any funding to the project then the design team needs to focus on a deliverable design within the budget available from HDC. A final decision on funding would not be made until actual project costs are received following a tender process.

Members commented on the level of CIL reserves and how this project would put pressure on the budget.

RESOLVED to RECOMMEND that should the Council be minded providing funding towards the Priory Centre refurbishment, that this funding is allocated from the Council's Community Infrastructure Levy (CIL) reserves.

RESOLVED to RECOMMEND that, should the Council be minded to provide funding towards the Priory Centre refurbishment project from its CIL reserves, that the Council instructs the Clerk to write a letter of intent to support the project by providing additional funding, subject to confirmation of lease arrangements and confirmed costs arising from tender.

142 Grant Aid Scheme Review

- i) Members received and considered an amended Grant Aid policy and guidance document for recommendation to the Full Council. The amendments put forward were based on those previously recommended to the committee by a Working Group.

Members discussed the proposed changes to the Grant Aid Scheme and noted the following key changes;

- Splitting the grant aid scheme into a small and large grant application process.
- Setting limits on how often organisations can apply for funding. That this would be once a year for small grants and once every two years for large grants.
- Funding would not be provided for those organisations that use that funding for fundraising purposes.
- That grant aid would be focused on providing funding for specific projects.
- There would be regular grants that the Council would need to look at building into its budget setting process, such as Community Association grants, Pightle and Friends of Priory Park. This would allow for Service Level Agreements to be put in place.

Members noted that there would need to be a transitional year and that the policy, if adopted would not be able to be fully implemented.

Members noted that the majority of grants previously awarded would fall into the 'large grant' category. This might have an impact on some valuable annual projects. It was suggested that if the Council wished to support annually it could look at doing so through the budget setting process. A Member commented that the two year rule could work to the detriment of the town.

Members commented that they felt the small grant level was too low and should be £2,000.

Proposed and seconded to recommend the draft Grant Aid Scheme to the Full Council subject to increase the level of small grant applications to £2,000 and making editorial amendments on the eligibility of applications where funding is received from government bodies.

An amendment was put forward the level for small grant applications be set at £1,500. The amendment was not accepted.

RESOLVED to RECOMMEND that the Council adopt the draft Grant Aid Policy subject to increasing the level of small grant applications to £2,000 and making editorial amendments on the eligibility of applications where funding is received from government bodies.

RESOLVED to approve the application form questions for small and large grant applications as set out.

143 *21:25 the Committee **RESOLVED** to suspend standing orders and continue the meeting.*

144 **Internal Audit Report**

Members received and noted the 2023-24 second interim internal audit report following an inspection in March 2024. Members noted that there were no areas of concern raised by the auditor or actions which the Council needed to respond to.

145 **Date of Next Meeting**

Members noted that the date of the next scheduled Finance and Governance Committee meeting would be 21st May 2024 at 7:15pm.

COMMITTEE CHAIRPERSON

DRAFT

Date: 13/05/2024

St Neots Town Council

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Time: 16:38

Town Council Current Account

List of Payments made between 01/03/2024 and 31/03/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
04/03/2024	Jola Cloud Solutions	040324	538.38		16203 Telephony JAN TC
05/03/2024	BACS P/L Pymnt Page 5427	BACS Pymnt	576.00		BACS P/L Pymnt Page 5427
05/03/2024	Petty Cash Town Council	101350	200.00		TC PC top up
05/03/2024	Priory Centre Cafe Petty Cash	101350	300.00		PC PC TOP UP
05/03/2024	YOUTH COUCNIL CAFE	101351	45.00		FLOAT FOR YC CAFE
06/03/2024	barclays	DD	62.47		BANK CHARGES
07/03/2024	PAYROLL	BACS	1,557.84		WEEK 49
08/03/2024	BACS P/L Pymnt Page 5428	BACS Pymnt	28,045.18		BACS P/L Pymnt Page 5428
11/03/2024	ESCA	BACS	750.00		GRANT AID
11/03/2024	ST NEOST MODEL RAILWAY	BACS	400.00		GRANT AID
11/03/2024	BERKELY STR	BACS	1,250.00		WINHILL TOTS GRANT
11/03/2024	FRIENDS OF ST NEOTS PARISH	BACS	1,000.00		GRANT AID
11/03/2024	CAMS SEARCH AND RESCUE	BACS	395.00		GRANT AID
11/03/2024	BRITISH TELECOM	110324	46.54		16322 Spare line JAN TC
11/03/2024	Fuel Card Services Ltd	110324	63.60		Purchase Ledger DDR Payment
11/03/2024	Fuel Card Services	110324	187.74		16323 Annual card fee OPS
13/03/2024	STAFF	BACS	87.42		EXPENSES
13/03/2024	ST NEOTS LAWN TENNIS CLUB	BACS	2,500.00		GRANT AID
13/03/2024	Restore Datashred	130324	75.29		16207 Conf shredding TC
14/03/2024	BACS P/L Pymnt Page 5435	BACS Pymnt	16.00		BACS P/L Pymnt Page 5435
14/03/2024	O2	140324	301.00		16348 Mobile phones FEB TC
14/03/2024	PAYROLL	BACS	1,455.33		WEEK 50
15/03/2024	GH Online Accounting	150324	1,801.20		16136 Professional services TC
15/03/2024	PAYROLL	BACS	69,887.98		MONTH 12
18/03/2024	ST NEOTS VOL AND DIST	BACS	4,000.00		GRANT AID
19/03/2024	BACS P/L Pymnt Page 5440	BACS Pymnt	3,006.00		BACS P/L Pymnt Page 5440
20/03/2024	O2	17.82	17.82		Purchase Ledger DDR Payment
21/03/2024	PIGHTLE	BACS	410.00		GRANT BALANCE
21/03/2024	REAPER TOURS AND EVENTS	BACS	99.75		GRIMFEST TICKET SALES
21/03/2024	PAYROLL	BACS	1,644.63		WEEK 51
22/03/2024	BACS P/L Pymnt Page 5436	BACS Pymnt	3,139.20		BACS P/L Pymnt Page 5436
22/03/2024	A BOURNE	BACS	937.40		DEC 23 TICKET SALES
22/03/2024	HMRC	BACS	19,263.44		PAYE AND NIC M11
25/03/2024	BOC LTD	250324	38.68		16303 Gas for pumps PC
25/03/2024	BRITISH TELECOM	250324	139.61		16381 Fax 3-5 24 TC
25/03/2024	BRITISH TELECOM	250324	139.61		Purchase Ledger DDR Payment
25/03/2024	Fuel Card Services	250324	182.50		Purchase Ledger DDR Payment
25/03/2024	ANGLIAN WATER SERVICES	250324	978.49		16330 Water 12-3 PC
25/03/2024	Priory Centre Cafe Petty Cash	101352	300.00		PC PC TOP UP
25/03/2024	BRITISH TELECOM	DD-DUPLICA	-139.61		Purchase Ledger DDR Payment
25/03/2024	Marston's PLC	250324	1,982.68		16360 Brewery order PC
26/03/2024	BACS P/L Pymnt Page 5437	BACS Pymnt	823.39		BACS P/L Pymnt Page 5437
26/03/2024	Quadient UK Limited	260324	56.00		Purchase Ledger DDR Payment

Town Council Current Account

List of Payments made between 01/03/2024 and 31/03/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
27/03/2024	BACS P/L Pymnt Page 5438	BACS Pymnt	147.55		BACS P/L Pymnt Page 5438
27/03/2024	BACS P/L Pymnt Page 5439	BACS Pymnt	147.55		BACS P/L Pymnt Page 5439
27/03/2024	BACS P/L Pymnt Page 5441	BACS Pymnt	5,262.45		BACS P/L Pymnt Page 5441
28/03/2024	ST NEOTS FOLK CLUB	BACS	1,375.00		ST NEOTS FOLK CLUB
28/03/2024	SWITCH NOW	BACS	1,350.00		GRANT AID
28/03/2024	CAB	BAS	2,500.00		GRANT AID
28/03/2024	Virgin Media Services	280324	42.92		Purchase Ledger DDR Payment
28/03/2024	Virgin Media Services	280324	83.75		Purchase Ledger DDR Payment
28/03/2024	PAYROLL	BACS	1,054.58		WEEK 52
28/03/2024	CITATION	BACS	628.20		HR AND HS SUBS
29/03/2024	WINTRINGHAM RES ASSOC	BACS	1,400.00		GRANT AID
31/03/2024	ANGLIAN WATER SERVICES	25-03-24	357.93		16336 Water 12-3 T RD
31/03/2024	Barclaycard	BARCLCARD	2,170.20		MONTHLY REPAYMENT
Total Payments			<u>165,081.69</u>		

List of Purchase Ledger Payments

Linked to Cashbook 1						Entered Month 12 by user DRB		
Supplier and Invoice Details		Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
VAT001	Nene Business Services Ltd							
16130 Professional fees TC		31/01/2024	45718	1	576.00	0.00	576.00	0.00
						0.00	576.00	
Above paid on 05/03/2024 by Online Payment Ref VAT001								
Total Purchase Ledger Payments						0.00	576.00	

Linked to Cashbook 1

Entered Month 12
by user DRB

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
ART003 ARTHUR IBBETT LTD							
16132 Tools OPS	31/01/2024	167385	1	183.29	0.00	183.29	0.00
					0.00	183.29	
Above paid on 08/03/2024 by Online Payment Ref ART003							
BAL001 Balfour Beatty							
16180 Street light repairs TC	24/01/2024	CSUKOU/INV/155349	1	1,004.34	0.00	1,004.34	0.00
16237 Column relpacement OPS	19/02/2024	CSUKOU/INV/156831	1	2,206.36	0.00	2,206.36	0.00
Purchase Ledger BACS Payment	29/02/2024	ON ACC 16277	1	-332.65	0.00	-332.65	0.00
					0.00	2,878.05	
Above paid on 08/03/2024 by Online Payment Ref BAL001							
BED2205 BEDFORD TIMBER LTD							
16190 Wood screws OPS	16/02/2024	113177	1	287.34	0.00	287.34	0.00
					0.00	287.34	
Above paid on 08/03/2024 by Online Payment Ref BED2205							
BHD001 BH Doors Service & Repairs							
16185 Service visit PC	05/02/2024	39655	1	210.00	0.00	210.00	0.00
					0.00	210.00	
Above paid on 08/03/2024 by Online Payment Ref BHD001							
BK0032 KEN BOOTH & CO LTD							
Purchase Ledger Payment	08/12/2023	ON ACC 16047	1	-316.70	0.00	-316.70	0.00
16227 Cleaning products PC	19/01/2024	435257	1	770.26	0.00	770.26	0.00
16246 Cleaning products PC	20/02/2024	437487	1	99.56	0.00	99.56	0.00
					0.00	553.12	
Above paid on 08/03/2024 by Online Payment Ref BK0032							
BQ2404 Trade UK							
16239 CN Urinal siphon OPS	19/02/2024	1466390700	1	-16.49	0.00	-16.49	0.00
16195 Clips & wall plugs OPS	08/02/2024	1463033362	1	26.98	0.00	26.98	0.00
16217 Equipment purchases OPS	09/02/2024	1463559967	1	449.96	0.00	449.96	0.00

Continued over page

Linked to Cashbook 1

Entered Month 12
by user DRB

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
16191 Tool storage OPS	12/02/2024	1464261822	1	19.99	0.00	19.99	0.00
16236 Drain unblocker OPSq	20/02/2024	1466913991	1	4.99	0.00	4.99	0.00
16248 Screws blades etc OPS	21/02/2024	1467351733	1	136.98	0.00	136.98	0.00
					0.00	622.41	

Above paid on 08/03/2024 by Online Payment Ref 51

CAM008 Cambridge Catering Hire

16148 Catering equipment PC	26/01/2024	7190	1	133.80	0.00	133.80	0.00
					0.00	133.80	

Above paid on 08/03/2024 by Online Payment Ref CAM008

CAR005 Carpartsexpress Ltd

16196 Mounting plate OPS	12/02/2024	SS0282147	1	3.22	0.00	3.22	0.00
					0.00	3.22	

Above paid on 08/03/2024 by Online Payment Ref CAR005

CJM001 C J Myers Installation Services

16270 Replace fire door CEMETE	28/02/2024	01079	1	515.00	0.00	515.00	0.00
					0.00	515.00	

Above paid on 08/03/2024 by Online Payment Ref CJM001

CLO001 Clover Office Supplies

16197 Stationery TC	14/02/2024	H143446	1	143.16	0.00	143.16	0.00
					0.00	143.16	

Above paid on 08/03/2024 by Online Payment Ref CLO001

COM004 Complete Solutions Group Ltd

16187 Stationery TC	23/01/2024	SINV03906010	1	65.05	0.00	65.05	0.00
16188 Stationery TC	23/01/2024	SINV03906011	1	94.04	0.00	94.04	0.00
16231 Cashbook PC	26/01/2024	SINV03910550	1	5.72	0.00	5.72	0.00
16199 Stationery TC	08/02/2024	SINV03924300	1	232.58	0.00	232.58	0.00
Purchase Ledger Payment	31/03/2023	ON ACC 14540	1	0.20	0.00	0.20	0.00
					0.00	397.59	

Above paid on 08/03/2024 by Online Payment Ref COM004

Continued over page

Linked to Cashbook 1

Entered Month 12
by user DRB

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
CON005	Concept Activation						
16151 Electrical work PC	23/01/2024	CA-5313-1	1	651.28	0.00	651.28	0.00
16234 PA hire 02/02 PC	14/02/2024	CA-5328-1	1	152.40	0.00	152.40	0.00
					0.00	803.68	
Above paid on 08/03/2024 by Online Payment Ref CON005							
COO001	COOLERAID LTD						
16222 4 x 19 ltr water PC	30/11/2023	1682622	1	37.20	0.00	37.20	0.00
16221 7 x 19 ltr water PC	30/11/2023	1687053	1	67.72	0.00	67.72	0.00
16153 2 x 19ltr water PC	31/01/2024	1695248	1	18.60	0.00	18.60	0.00
					0.00	123.52	
Above paid on 08/03/2024 by Online Payment Ref 10							
COP001	Copy IT Digital Solutions Ltd						
16198 Photocopying 12-1 TC	06/02/2024	8072570543	1	350.27	0.00	350.27	0.00
					0.00	350.27	
Above paid on 08/03/2024 by Online Payment Ref COP001							
DHS001	DOVE'S HYGIENE SERVICES						
16160 Hyg svc PC	25/01/2024	43329	1	116.01	0.00	116.01	0.00
16258 Hygiene svc JAN PC	31/01/2024	43531	1	19.75	0.00	19.75	0.00
16259 Hygiene svc JAN PC	25/02/2024	43549	1	116.01	0.00	116.01	0.00
					0.00	251.77	
Above paid on 08/03/2024 by Online Payment Ref DHS001							
ELE001	Electric Centre						
16223 Lamps & labels PC	08/02/2024	806-446667	1	85.64	0.00	85.64	0.00
					0.00	85.64	
Above paid on 08/03/2024 by Online Payment Ref ELE001							
ESP001	ESPO						
16252 Stationery PC	19/02/2024	7240250	1	246.60	0.00	246.60	0.00
					0.00	246.60	
Above paid on 08/03/2024 by Online Payment Ref 12							

Continued over page

Linked to Cashbook 1

Entered Month 12
by user DRB

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
FIR003	Firesmiths Detect & Protect						
16178 Ann mtc PC	17/01/2024	1170	1	64.08	0.00	64.08	0.00
16200 Extinguishers OPS	23/01/2024	1181	1	154.98	0.00	154.98	0.00
					0.00	219.06	
Above paid on 08/03/2024 by Online Payment Ref FIR003							
HDC001	Huntingdonshire District Council						
16238 Floral meadow OPS	09/06/2023	70064125	1	442.20	0.00	442.20	0.00
16226 Election recharge TC	01/11/2023	70074068	1	9,917.76	0.00	9,917.76	0.00
					0.00	10,359.96	
Above paid on 08/03/2024 by Online Payment Ref HDC001							
HIR001	HIRE OR BUY GROUP LTD						
16131 Sand hacksaw etc OPS	31/01/2024	1125074	1	124.76	0.00	124.76	0.00
16212 Brush cutter OPS	17/02/2024	1125848	1	83.04	0.00	83.04	0.00
					0.00	207.80	
Above paid on 08/03/2024 by Online Payment Ref HIR001							
HYG001	HYGIENE SOLUTIONS						
16202 Hygiene svc 2-4 TOILETS	01/02/2024	056253	1	285.00	0.00	285.00	0.00
16201 Hygiene svc 2-4/24 TOILE	01/02/2024	056254	1	255.00	0.00	255.00	0.00
					0.00	540.00	
Above paid on 08/03/2024 by Online Payment Ref HYG001							
IBB001	Bill Ibbott's Catering Equipment						
16134 Dishwasher repairs PC	30/01/2024	45162	1	495.23	0.00	495.23	0.00
					0.00	495.23	
Above paid on 08/03/2024 by Online Payment Ref IBB001							
INI001	Initial Washrooms Hygiene						
16213 Carpet cleaning TC	09/02/2024	34990531	1	95.66	0.00	95.66	0.00
					0.00	95.66	
Above paid on 08/03/2024 by Online Payment Ref INI001							

Continued over page

Linked to Cashbook 1

Entered Month 12
by user DRB

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
INT002	Intercept Management Ltd						
16166 Emergency call out EC	31/12/2023	1230127	1	51.00	0.00	51.00	0.00
16229 Emergency call out EC	25/01/2024	1231117	1	192.60	0.00	192.60	0.00
					0.00	243.60	
Above paid on 08/03/2024 by Online Payment Ref INT002							
KLE001	Kleanco Dry Cleaners & Laundry						
16170 Laundry services PC	18/01/2024	2648	1	129.95	0.00	129.95	0.00
16219 Laundry Svcs PC	16/02/2024	2677	1	122.45	0.00	122.45	0.00
					0.00	252.40	
Above paid on 08/03/2024 by Online Payment Ref KLE001							
MYR001	Myriad Plant Room Services						
16205 Boiler parts EC	08/02/2024	35398	1	942.04	0.00	942.04	0.00
					0.00	942.04	
Above paid on 08/03/2024 by Online Payment Ref MYR001							
SER002	Serious About St Neots						
16208 Compere Xmas	12/02/2024	016	1	400.00	0.00	400.00	0.00
16272 Remaning grant TC	28/02/2024	017	1	83.00	0.00	83.00	0.00
					0.00	483.00	
Above paid on 08/03/2024 by Online Payment Ref SER002							
SUN001	DAYLA DRINKS						
16235 Post mix drinks PC	12/02/2024	1466964	1	123.84	0.00	123.84	0.00
					0.00	123.84	
Above paid on 08/03/2024 by Online Payment Ref SUN001							
TCE001	T Clarke East						
16209 Boiler repairs EC	02/02/2024	FM-099728	1	780.00	0.00	780.00	0.00
					0.00	780.00	
Above paid on 08/03/2024 by Online Payment Ref TCE001							

List of Purchase Ledger Payments

Linked to Cashbook 1

Entered Month 12
by user DRB

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
TCH001 Matthew Algie							
16261 Coffee mchn rent NOV PC	28/11/2023	41060000368631	1	152.35	0.00	152.35	0.00
16260 Coffee mchn rent DEC PC	27/12/2023	41060000376359	1	152.35	0.00	152.35	0.00
16269 Coffee shop supplies PC	27/02/2024	49060000202186	1	684.22	0.00	684.22	0.00
					0.00	988.92	
Above paid on 08/03/2024 by Online Payment Ref TCH001							
THE002 The Recruitment Agency							
16174 Professional fees TC	11/01/2024	12545	1	270.82	0.00	270.82	0.00
					0.00	270.82	
Above paid on 08/03/2024 by Online Payment Ref THE002							
THI001 Think Local							
16216 Advertising MARCH TC	19/02/2024	SI-4062	1	390.00	0.00	390.00	0.00
					0.00	390.00	
Above paid on 08/03/2024 by Online Payment Ref THI001							
THO001 Thomas Ridley & Son Ltd							
16225 Cafe stock PC	08/11/2023	17146D	1	562.48	0.00	562.48	0.00
16169 Cafe stock PC	24/01/2024	189072D	1	155.04	0.00	155.04	0.00
16171 Cafe supplies PC	31/01/2024	195946D	1	316.93	0.00	316.93	0.00
16214 Cafe stock PC	07/02/2024	202362D	1	56.34	0.00	56.34	0.00
16232 Cafe stock PC	14/02/2024	208806D	1	123.63	0.00	123.63	0.00
16253 Cafe stock PC	21/02/2024	214312D	1	419.49	0.00	419.49	0.00
					0.00	1,633.91	
Above paid on 08/03/2024 by Online Payment Ref THO001							
TIM002 T POWERS							
16215 Professional services PC	02/02/2024	SGT0023	1	112.50	0.00	112.50	0.00
					0.00	112.50	
Above paid on 08/03/2024 by Online Payment Ref TIM002							

Continued over page

List of Purchase Ledger Payments

Linked to Cashbook 1							Entered Month 12
							by user DRB
Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
VDM001	Velocity Design & Marketing						
16228 Professional services EC	25/01/2024	INV-1009	1	769.80	0.00	769.80	0.00
16249 Professional svcs PC	08/02/2024	INV-1051	1	450.00	0.00	450.00	0.00
					0.00	1,219.80	
Above paid on 08/03/2024 by Online Payment Ref VDM001							
VER001	Vergo Pest Management Ltd						
16168 Pest control PC	15/11/2023	287831	1	297.67	0.00	297.67	0.00
16244 Pest control 3/4 PC	20/02/2024	0000304170	1	297.67	0.00	297.67	0.00
16245 Pest control EC	20/02/2024	0000304132	1	148.84	0.00	148.84	0.00
					0.00	744.18	
Above paid on 08/03/2024 by Online Payment Ref VER001							
XLP001	Xlpress Ltd						
16218 leaflets BALL	05/02/2024	32806	1	82.00	0.00	82.00	0.00
16220 Banners Enviromental TC	19/02/2024	32914	1	72.00	0.00	72.00	0.00
					0.00	154.00	
Above paid on 08/03/2024 by Online Payment Ref XLP001							
Total Purchase Ledger Payments					0.00	28,045.18	

List of Purchase Ledger Payments

Linked to Cashbook 1						Entered Month 12 by user DRB		
Supplier and Invoice Details		Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
KID001	Wider Plan Ltd							
16061 Childcare vouchers TC		23/01/2024	5433750	1	16.00	0.00	16.00	0.00
						0.00	16.00	
Above paid on 14/03/2024 by Online Payment Ref KID001								
Total Purchase Ledger Payments						0.00	16.00	

List of Purchase Ledger Payments

Linked to Cashbook 1						Entered Month 12 by user DRB		
Supplier and Invoice Details		Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
FIR003		Firesmiths Detect & Protect						
16319 Fire safety equipment OP		19/02/2024	1205	1	1,953.60	0.00	1,953.60	0.00
16230 Emergency lights OPS		19/02/2024	1217	1	1,185.60	0.00	1,185.60	0.00
						0.00	3,139.20	
Above paid on 22/03/2024 by Online Payment Ref FIR003								
Total Purchase Ledger Payments						0.00	3,139.20	

List of Purchase Ledger Payments

Linked to Cashbook 1						Entered Month 12 by user DRB		
Supplier and Invoice Details		Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
CJM001	C J Myers Installation Services							
16328 Repairs etc SJA		28/02/2024	01078	1	5,410.00	0.00	147.55	5,262.45
						0.00	147.55	
Above paid on 27/03/2024 by Online Payment Ref CJM001								
Total Purchase Ledger Payments						0.00	147.55	

List of Purchase Ledger Payments

Linked to Cashbook 1						Entered Month 12 by user DRB		
Supplier and Invoice Details		Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
COM004	Complete Solutions Group Ltd							
16340 Stationery TC		08/12/2023	SINV03873449	1	147.55	0.00	147.55	0.00
						0.00	147.55	
Above paid on 27/03/2024 by Online Payment Ref COM004								
Total Purchase Ledger Payments						0.00	147.55	

List of Purchase Ledger Payments

Linked to Cashbook 1						Entered Month 12 by user DRB		
Supplier and Invoice Details		Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
CJM001	C J Myers Installation Services							
16328 Repairs etc SJA		28/02/2024	01078	1	5,262.45	0.00	5,262.45	0.00
						0.00	5,262.45	
Above paid on 27/03/2024 by Online Payment Ref CJM001								
Total Purchase Ledger Payments						0.00	5,262.45	

Priory Centre Current Account

List of Payments made between 01/03/2024 and 31/03/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
04/03/2024	FIRST DATA	BACS	22.74		CARD TERM TC
04/03/2024	FIRST DATA	DD	22.74		CARD TERMINAL FEES PC
08/03/2024	Payment Sense Ltd	DD-019	96.42		16372 PCI DSS MGT PC
09/03/2024	Priory Centre Takings	300693ADJ	120.00		INV 5766 pc TAK REC
14/03/2024	AMEX	DD	0.23		CARD CHARGES
14/03/2024	Payment Sense Ltd	DD-201	30.01		16430 Card transactions TC
14/03/2024	Payment Sense Ltd	DD-219	53.89		16432 Card transactions PC
14/03/2024	Payment Sense Ltd	DD-579	125.48		16433 Card transactions PC
25/03/2024	Priory Centre Takings	PC TAK ADJ	0.10		ALL CARDS ADJ
Total Payments			<u>471.61</u>		

Barclaycard

List of Payments made between 01/03/2024 and 31/03/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
08/03/2024	SP SERVICES	BARCLCARD	303.17		DEFIB MAINTENNACE
08/03/2024	LAND REGISTRY	BARCLCARD	3.00		SEARCH FEES
08/03/2024	LAND REGISTRY	BARCLCARD	6.00		SEARCH FEES
08/03/2024	LAND REGISTRY	BARCLCARD	6.00		SEARCH FEES
08/03/2024	AMAZN	BARCLCARD	93.96		VIBRANCY ARTS FUND
08/03/2024	WAITROSE	BARCLCARD	16.65		EVENST SUPPLY
08/03/2024	FACEBOOK	BARCLCARD	12.00		BALL ADV
08/03/2024	ADOBE	BARCLCARD	16.64		MONTHYL SUBSC
08/03/2024	EAT N BOWL	BARCLCARD	37.85		EAT N BOWL
08/03/2024	FACEBOOK	BARCLCARD	17.00		BALL ADV
08/03/2024	GIFFGAFF	BARCLCARD	6.00		TELEPHONE
08/03/2024	FACEBOOK	BARCLCARD	21.06		BALL
08/03/2024	ADOBE	BARCLCARD	16.64		MOTHLY SUBSC TC
08/03/2024	AMAZON	BARCLCARD	71.98		DECORATIONS
08/03/2024	AMAZON	BARCLCARD	46.00		DECOARTIONS
08/03/2024	GIFFGAFF	BARCLCARD	6.00		TELEPHONE
08/03/2024	AMAZON	BARCLCARD	13.99		INK CARTRIDGE
08/03/2024	AMAZON	BARCLCARD	18.64		STATIONERY
08/03/2024	ADOBE	BARCLCARD	16.64		MONTHLY SUBSC
08/03/2024	ADOBE	BARCLCARD	-46.81		SUBSC REFUND
08/03/2024	FERRO LOUNGE	BARCLCARD	3.50		MEETING CIVIC
08/03/2024	AMAZON	BARCLCARD	6.99		YOUTH WORKER STATIONERY
08/03/2024	AMAZON	BARCLCARD	5.96		YOUTH WORKER PADS
08/03/2024	IKEA	BARCLCARD	26.00		MUGS YOUTH CAFE
08/03/2024	FACEBOOK	BARCLCARD	25.00		BALL
08/03/2024	ADOBE	BARCLCARD	-16.64		REFUND
08/03/2024	ADOBE	BARCLCARD	-16.64		REFUND
08/03/2024	ADOBE	BARCLCARD	-16.64		REFUND
08/03/2024	ADOBE	BARCLCARD	19.97		MONTHLY SUBSC
08/03/2024	ADOBE	BARCLCARD	16.64		MONTHY SUBSC
08/03/2024	ADOBE	BARCLCARD	25.32		MONTHLY SUBSC
08/03/2024	GIFF GAFF	BARCLCARD	6.00		TELEPHONE
08/03/2024	MAILCHIMP	BRCLCARD	51.45		MONHTLY SUBSC
08/03/2024	APPLE	BARCLCARD	0.99		ICLOUD SUBSC
08/03/2024	AMAZON	BARCLCARD	17.86		TPS receipt napkins
08/03/2024	NISBETT	BARCLCARD	486.64		PAPERBOARD CARRY BOXES CIVIC
08/03/2024	ESSENTIAL FOOD HYGIENE	BARCLCAD	48.00		TRAINING
08/03/2024	AMAZON	AMAZON	77.60		DECORATIONS CIVIC
08/03/2024	AMAZON	BARCLCARD	13.18		DECORATIONS
08/03/2024	GIFFGAFF	BARCLCARD	6.00		TELEPHONE
08/03/2024	AMAZON	BARCLCARD	67.96		TABLECLOTHS
08/03/2024	AMAZON	BARCLCARD	103.88		TABLECLOTHS
08/03/2024	AMAZON	BARCLCARD	39.95		DECORATIONS

Barclaycard

List of Payments made between 01/03/2024 and 31/03/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
08/03/2024	AMAZON	BARCLCARD	149.41		BALL COSTUMES ETC
08/03/2024	AMAZON	BARCLCARD	29.97		BALL DECORATIONS
08/03/2024	AMAZON	BARCLCARD	34.50		BALL SUPPLIES
08/03/2024	AMAZON	BARCLCARD	8.99		PRIME SUBSC
08/03/2024	AMAZON	BARCLCARD	35.97		BALL SUPPLIES
08/03/2024	AMAZON	BARCLCARD	60.86		T-SHIRTS
08/03/2024	NISBETT	BARCLCARD	39.48		CONSUMABLES PC
08/03/2024	NSIBETT	BARCLCARD	33.57		CONSUMABLES PC
08/03/2024	AMAZON	BARCLCARD	82.08		T SHIRTS
08/03/2024	AMAZON	BARCLCARD	13.99		STATIONERY NO REC
31/03/2024	LAND REGISTRY	BARCLAYCAR	3.00		SEARCH FEES
31/03/2024	ADOBE	BARCLAYCAR	16.64		SOFTWARE SUB
31/03/2024	BAKER ROSS	BARCLAYCAR	48.30		CRAFT KITS
31/03/2024	GEAR4MUSIC	BARCLAYCAR	51.69		CARRY BAG
31/03/2024	AMAZON	BARCLAYCAR	56.84		WIND SPEED ANEMOMETER
31/03/2024	THOMANN CO UK	BARCLAYCAR	100.00		MACKIE THUMP
31/03/2024	CAFE NERO	BARCLAYCAR	7.50		REFRESHMENTS
31/03/2024	CAFE NERO	BARCLAYCAR	7.50		REFRESHMENTS
31/03/2024	AXIOM REPAIR CENTRE	BARCLAYCAR	274.31		AUTO REPAIRS
31/03/2024	AXIOM REPAIR CENTRES	BARCLAYCAR	676.44		CAR REPAIRS
31/03/2024	DVLA	BARCLAYCAR	322.50		VEHICLE TAX EY21 SKE
31/03/2024	ELECTRIC CENTRE	BARCLAYCAR	16.97		TEST LABELS MARKING TOOL
31/03/2024	CAFE NERO	BARCLAYCAR	-7.50		CAFE NERO
31/03/2024	MCPOPS	BARCALYCAR	53.97		BALLOONS FOR CHARITY BALL
31/03/2024	SCREWFIX	BARCLAYCAR	149.97		SUM UP CARD READER X 3
31/03/2024	WE PRINT GIFTS LTD	BARCLAYCAR	50.96		LANYARDS X 8
31/03/2024	TESCO	BARCLAYCAR	71.75		REFRESHMENTS YOUTH
31/03/2024	GIFF GAFF	BARCLAYCAR	6.00		TELEPHONY
31/03/2024	AMAZON	BARCLAYCAR	-29.98		BALL EXPENSES
31/03/2024	AMAZON	BARCLAYCAR	-32.26		BALL REFUND
31/03/2024	AMAZON	BARCLAYCAR	-31.98		BALL REFUND
31/03/2024	AMAZON	BARCLAYCAR	-12.83		BALL REFUND
31/03/2024	C20	BARCLAYCAR	296.57		UNIFORM
31/03/2024	CKB LTD	BARCLAYCAR	17.45		PPE
31/03/2024	AMAZON	BARCLAYCAR	5.34		COLOURED CARD
31/03/2024	STEVENSON MOTORS	BARCLAYCAR	23.58		CHANGE TINS
31/03/2024	META	BARCLAYCAR	12.94		ADVERTISING
31/03/2024	C20	BARCLAYCAR	119.93		PPE
31/03/2024	TESCO	BARCLAYCAR	31.63		REFRESHMENTS
31/03/2024	GIFF GAFF	BARCLAYCAR	6.00		TELEPHONY
31/03/2024	SURVEY MONKEY	BARCLAYCAR	750.00		ANNUAL PLAN
31/03/2024	CARD FACTORY	BARCLAYCAR	5.56		BALLOONS
31/03/2024	AMAZON	BARCLAYCAR	-16.05		CLOTHES REFUNDED

Barclaycard

List of Payments made between 01/03/2024 and 31/03/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
31/03/2024	AMAZON	BARCLAYCAR	-17.49		BALL REFUND
31/03/2024	ADOBE	BARCLAYCAR	16.64		ACROBAT PRO
31/03/2024	ADOBE	BARCLAYCAR	25.32		PHOTOGRAPHY PLAN
31/03/2024	AMAZON	BARCLAYCAR	18.98		CLOTHES SLOGAN PRINTING
31/03/2024	ADOBE	BARCLAYCAR	19.97		COMPUTER SOFTWARE
31/03/2024	TESCO	BARCLAYCAR	47.01		TESCO
31/03/2024	MAILCHIMP	BARCLAYCAR	51.76		MAILCHIMP
31/03/2024	GIFF GAFF	BARCLAYCAR	6.00		TELEPHONY
Total Payments			5,391.13		

St Neots Town Council

Bank - Cash and Investment Reconciliation as at 31 March 2024

Confirmed Bank & Investment BalancesBank Statement Balances

31/03/2024	St Neots BPA	2,808,001.75
31/03/2024	St Neots Current A/c	100,000.00
31/03/2024	St Neots Town Council BPA	0.00
31/03/2024	Priory Centre Current	395,664.41
31/03/2024	Town Council Takings Tin	313.00
31/03/2024	Public Sector Deposit Fund	2,000,000.00
31/03/2024	Petty Cash Town Council	32.34
31/03/2024	Priory Centre Takings	1,830.00
31/03/2024	Priory Centre Cafe Petty Cash	271.25
31/03/2024	SNTC Mayor's Charity Fund	13,643.73
31/03/2024	Mayors BPA ACS	700.00
31/03/2024	Barclaycard	0.00

5,320,456.48Unpresented Payments**1,400.00****5,319,056.48**Receipts not on Bank Statement**0.00****Closing Balance****5,319,056.48**All Cash & Bank Accounts

1	Town Council Current Account	2,906,601.75
2	Town Council BPA Account	0.00
3	Priory Centre Current Account	395,664.41
4	Takings Cash Book	313.00
5	Public Sector Deposit Fund	2,000,000.00
7	Petty Cash Town Council	32.34
8	Cash Floats Priory Centre	1,830.00
10	Priory Centre Cafe Petty Cash	271.25
11	Mayor's Charity Current	13,643.73
12	Mayor's Charity Savings	700.00
13	Barclaycard	0.00
	Other Cash & Bank Balances	0.00
	Total Cash & Bank Balances	5,319,056.48

ST NEOTS TOWN COUNCIL

Committee	FINANCE AND GOVERNANCE
Date:	21 st MAY 2024
Title:	REVAMP THE RAMP - FUNDING ST NEOTS SKATEPARK PROJECT
Contact Officer:	TOWN CLERK

1. Purpose of the Report

- 1.1 To provide an update on funding provided to Revamp the Ramp CIC towards the refurbishment of the St Neots skatepark ramps to a competition standard.
- 1.2 To consider the Council's position on funding awarded and whether it is minded to provide any recommendations to the Council on that funding given the outcome of a grant application which was not known at the time the Council previously considered funding for the project.

2. Recommendation

- 2.1 That the Committee note the information provided and the unsuccessful application to the A428 fund for £15,000 in funding which would have resulted in Revamp the Ramp CIC reaching its project funding target.
- 2.2 That the Finance and Governance Committee consider the funding provided by the Town Council in light of the outcome from the outstanding grant application and whether the committee is minded recommending awarding any further funding to allow the project to move ahead at this stage.

3. Background

- 3.1 The Council previously resolved to provide additional funding from its CIL reserves to Revamp the Ramp CIC towards the refurbishment and improvement of existing St Neots skatepark ramps to a competition standard. The Council considered a request to fund the entire cost of works at £75,210.88 (exclusive of VAT) but resolved to award an additional £25,210.88 in funding, bringing total awarded funding to £50,210.88.
- 3.2 The Council expressed support for the long-running project and indicated that following the outcome of other funding applications for the project, the CIC could re-approach the Town Council if other applications were unsuccessful. At the time the Council last considered the matter and funding request there was an ongoing grant application of £15,000 for which the outcome was awaited.
- 3.3 Revamp the Ramp CIC's purpose is to promote the skatepark, its upkeep and future, fundraise and host events. The St Neots Skatepark is a Huntingdonshire District Council (HDC) owned asset located in Riverside Park, St Neots. The skatepark is maintained by the District Council to a usable standard with the existing ramps continuously maintained to a level which allows ongoing use of the facility by skaters. The CIC and District Council are in regular communication regarding the management and maintenance of the asset. The project would be a joint project, with lead and management from the District Council who are also funding upgrades to lighting.
- 3.4 The funding sought by Revamp the Ramp is to undertake resurfacing works to enhance the ramps to a high standard competition level. The funding is based on safeguarding the future of the skatepark for the next 10

years, while providing an enhanced town facility which benefits residents of St Neots and provides a level of facility that will raise the town's profile and attract people to St Neots.

- 3.5 In 2017 the competition standard vert ramp (one of only 2 free accessible outdoor ones in the country) was resurfaced in skatelite at a cost of £38k to HDC. The District Council's Open Space's team has confirmed that it is not able to provide any funding for the improvement of the ramps to a competition standard. Funding from the District Council is being invested in improved lighting at the site.

4. Grant Update

- 4.1 The Council continues to hold £50,210.88 in funding towards the project. This will be held until a point where it is confirmed that the project can go ahead and all relevant works and required supporting documents are evidenced.
- 4.3 The CIC holds £10,000 in funding raised from other sources towards the project.
- 4.4 The £15,000 application to the A428 fund, which would have resulted in the target project funding needed to start and complete the works, has unfortunately been unsuccessful. Therefore, at this stage the project has a £15,000 shortfall and further funding will need to be sought to secure the total funds needed and allow the project to move forward. At present there are no further outstanding grant applications.
- 4.5 The Council asked that the applicant advise on the outcome of the grant application once known, so the Council could consider the funding it had awarded, the ability of the project to progress and any outstanding funding that would prevent that.

5. Funding Updates

- 5.1 The total cost of the project is £75,210.88 (ex-VAT).
- 5.2 The status of grant applications towards the project are detailed below;

Have applications been made to other funding bodies in respect of this project?			
Organisations Names	Amount	Date	Outcome
Cambridgeshire police and crime commissioner youth fund	£3,500	June '22	Successful
St.Neots Rotary Club	£2,000	December '22	Successful
St Neots Town Council	£25,000	November '23	Successful
Awards for All	£10,000	March '24	Unsuccessful
Cambridgeshire County Council Community Asset Fund	£40,000	March '24	Unsuccessful
A428 Fund	£15,000	May '24	Unsuccessful

- 5.3 Project funds secured to date;

Body	Amount	Note
Reserves	£6,500	Held by applicant
Police and Crime Commissioner	£3,500	Held by awarding body
St Neots Town Council	£50,210.88	Held by awarding body
Total Funding	£35,000	
Current project Shortfall	£15,000.00	

6. Information About Revamp the Ramp CIC

6.1 The following CIC information has been provided to support Revamp the Ramps funding request;

Adult membership:	Sam Curtin - Director Chris Hatch - Director	Holly Curtin - Secretary Trevor Baldwin - Treasurer														
Purpose of organisation:	To fundraise for the maintenance and enhancement of St. Neots skatepark. To promote the skatepark and organise various community events to expand and enhance the facility.															
Registered charity No: (If Charity)	Registered Community Interest Company (CIC) - 13835021															
Contact name & position: (Individual authorised to make the application)	Sam Curtin - Director															
Contact address: (including post code)																
E-mail address:	Revamptheramp.snhc@gmail.com															
Description of the project requiring financial support	Complete resurfacing of the skatepark surface to an enhanced competition standard. Stripped back to bare metal, re-primed and re-painted. Maintenance contract already in place to ensure the longevity of the surface and avoidance of over painting.															
Describe the anticipated benefits to the organisation and to St Neots if the project is completed.	<p>This project will enhance St Neots Skate park to a competition standard and give the skatepark another 10 years + of life.</p> <p>An enhanced standard of ramps will encourage more users of the park to utilise this free facility and a create a safe skatepark that will give the youth of St. Neots somewhere to exercise and socialize, whilst enjoying their chosen extreme (Olympic) sport. The sport and the community and interaction around it is also extremely beneficial to mental health.</p> <p>The investment will bring the park back to its former glory and enable Revamp the Ramp CIC to organise more events, competitions and music events annually, which will be of attraction to both the local and wider area, bringing interest, footfall and finance to St Neots. Events will provide further activity in the town for people from all walks of life to enjoy from the age of 1 to 65+.</p> <p>The skatepark has benefitted the local community since 1989 and investing in the enhancement of this free facility will provide benefits for the residents of St Neots both now, and for future generations.</p>															
Breakdown of other funding sought: - Other Grant Aid: - Reserves - Internal Fundraising	<p>Funds Raised;</p> <table><tr><td>St Neots Rotary</td><td>£2,000</td></tr><tr><td>Mayors Donation</td><td>£3,491</td></tr><tr><td>CCC donation</td><td>£500</td></tr><tr><td>Other donations</td><td>£750</td></tr><tr><td>Gofundme page donations</td><td>£1,536.87</td></tr></table> <p>Outgoings;</p> <table><tr><td>Corporation tax deduction</td><td>£1,404.39</td></tr><tr><td>Other expenses</td><td>£319</td></tr></table>		St Neots Rotary	£2,000	Mayors Donation	£3,491	CCC donation	£500	Other donations	£750	Gofundme page donations	£1,536.87	Corporation tax deduction	£1,404.39	Other expenses	£319
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Gofundme page donations	£1,536.87															
Corporation tax deduction	£1,404.39															
Other expenses	£319															

	Bank account balance £6,554.48

7. CIL Reserves

7.1 The councils CIL reserves and resolved known committed expenditure is detailed below.

St Neots Town Council CIL Reserves			
CIL Reserves	£3,071,788		
CIL Expenditure Committed			
Revamp the Ramp	£50,210.88	Resolution made to award funding	Funding currently held until requested by Revamp the Ramp
Changing Places Riverside	£103,817	Resolution made to commit funding towards project	Tendered costs received and SNTC contribution level now confirmed.
Asset Purchase	£150,000	Resolution made to fund purchase of building/heritage asset	Expenditure supported by grant award from DLUHC.
CIL Balance	£2,767,760		

8. Legal Powers

8.1 The action undertaken is covered by the Localism Act 2011, s.1 the General Power of Competence, for which St Neots Town Council is eligible and is a power of first resort allowing the Council to do anything an individual can do.

ST NEOTS TOWN COUNCIL

Date:	21 st May 2024
Committee:	FINANCE & GOVERNANCE COMMITTEE
Title:	Farm & Craft Market Pitch Fees
Contact:	Deputy Town Clerk

1. Purpose of the Report

- 1.1 To seek the Committee's approval of a recommendation from the Promotion and Events Committee in relation to Farm and Craft trader fees.

2. Recommendations

- 2.1 The Committee notes the report and the information set out within it.
- 2.2 That the Committee considers the following recommendation from the Promotion and Events Committee;
- 2.2.1 That all pitch fees for all traders are removed until completion of the market square refurbishment with an estimated loss of income of £4,000.

3. Background

- 3.1 The council have been managing a farm & craft market in St Neots since 2002. It is held on the 2nd and 4th Saturday of every month.
- 3.2 Prior to the refurbishment works the market held 28 pitches. This is currently limited due to the works to around 21 pitches.
- 3.3 Huntingdonshire District Council suspended their pitch fees for the traders at the weekly Thursday Charter Market. Officers received requests for the pitch fees to be suspended until the refurbishment works to the market square have been completed.
- 3.4 The Promotion and Events Committee considered the requests and resolved to put forward the above mentioned recommendation to the Finance and Governance Committee.

4. Information

- 4.1 The market square is being refurbished as part of the wider Future High Street Fund project managed by Huntingdonshire District Council. Works to the market square started in January 2024 with an estimated completion date of November 2024.
- 4.2 The redevelopment works are causing disruption to traders and limits pitch spaces to approximately 21. Access to the site is through one small entrance making it difficult to get traders on site without queues forming.
- 4.3 Dust and debris, whilst inevitable with these types of works is covering traders stock with some traders unable to attend now because of this.
- 4.4 As a result of the above and representation from traders the Promotion and Events Committee resolved to recommend that farm and craft market fees are waived until the Market Square refurbishment has been completed by way of supporting traders and recognizing the difficulties traders and the market face during the works.

5. Financial Implications

- 5.1 The council maintains an annual revenue budget of £13,650 to manage the market.
- 5.2 The annual cost for the provision of market entertainment is £10,500.
- 5.3 The Council has a 2024-25 budgeted market income of £5,000.
- 5.4 Estimated loss of income for 21 pitches for the remainder of 2024 is £4,000, meaning the Council income budget would not be met at the end of the financial year.