

FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS

Council Offices
50 Main Street
Keswick
CA12 5JS
Tel 017687 73607

1st September 2016

Dear Sir/Madam

A meeting of the following Charitable Trusts will be held in the Council Chamber, First Floor, Council Offices, Keswick, on **Thursday 8th September 2016 at 7.30pm**. The public and press are welcome to attend.

Prior to the meeting, at 7.00pm, Chris Evans of the Environment Agency will be in attendance to provide an update on the ongoing work programme of the Agency.

Yours faithfully



Lynda Walker
Town Clerk

HOPE PARK	Registered Charity	503465
FITZ PARK	Registered Charity	520327
TOWNSFIELD	Registered Charity	520295

AGENDA

- 1. Apologies**
To receive apologies for absence.
- 2. Declarations of Interests**
To receive any Declarations of Interests from members in respect of items on this agenda.
- 3. Minutes**
To authorise the Chairman to sign as a correct record the Minutes of the Trust Meeting held on 14th July 2016.
- 4. Trustee Reports and Accounts for the year ended 31st March 2016**
Further to the discussion at the last meeting, to consider the report of the Responsible Financial Officer and to formally approve the Trustee Reports and Accounts for the year ended 31st March 2016 for Hope Park and Fitz Park. Frances Clark of Keswick Accountants will be in attendance for this item.
- 5. Request for Parking in Upper Fitz Park**
To consider a request from Keswick Bowling Club for a parking area to be provided for the Club at the rear of the staff/tennis/games hut at Upper Fitz Park – representatives of the Club will be in attendance for this item.
Note: at the meeting held on 14 January 2016 it was resolved 'that the request be granted for a further one year period i.e. five spaces for Bowling Club use only, on Tuesday afternoons between 1.45 pm and 4.30 pm and on a maximum of 18 other occasions – dates to be confirmed – during the season (mid April to mid September).
- 6. Chairman's Report**
To receive the Chairman's report. The report will include an update on work being carried out at Townsfield by the Environment Agency.

- 7. Emergency Route through Fitz Park**
To consider a proposal from the Chairman for a route for emergency vehicles to be created through Lower Fitz Park (details to be provided at the meeting).
- 8. Provision of Outdoor Gym at Fitz Park**
To consider a proposal from Councillor Price for an outdoor gym at Fitz Park (details to be provided at the meeting).
- 9. Crosthwaite Road Car Park**
To consider the report of the Clerk.
- 10. Fitz Park Drainage**
To consider the report of the Responsible Financial Officer.
- 11. Update on Flood Reinstatement Work**
To receive the report of the Clerk.
- 12. Clerk's Report**
To consider the Clerk's report.
- 13. Budget Monitoring**
To receive for information the 1st quarter's budget comparisons.

Prior to the following business the Chairman will move the following resolution:

'That in view of the confidential nature of the business about to be transacted, it is advisable that the public and/or press be temporarily excluded and they are instructed to withdraw'

- 14. Contracting – Replacement of Knightsbridge**
To consider the report of the Responsible Financial Officer.
- 15. Contracting – Hope Park Lease**
To receive an update from the Clerk.
- 16. Staffing**
To receive the report of the Staffing Committee.

FITZ PARK, HOPE PARK & TOWNSFIELD CHARITABLE TRUSTS

Minutes of the meeting of Fitz Park, Hope Park & Townsfield Charitable Trusts held in the Council Chamber, First Floor, Council Offices, Keswick, on Thursday 14th July 2016 at 7.30pm.

Present:

Chairman
Councillor Adam Paxon

Councillors

David Burn
Denstone Kemp
Tony Lywood
Martin Pugmire

Allan Daniels
Susan Leighton
Duncan Miller
Paul Titley

Martin Jordan
Andrew Lysser
Peter Price

Also in attendance were Lynda Walker (Trust Clerk), Catherine Parker (Admin & Finance Officer), Elizabeth Barraclough (Friends of the Parks), and Frances Clark (Keswick Accountants).

16. Apologies

No apologies were received.

17. Declarations of Interests

Declarations of interests in respect of items on this agenda were received from:
Councillor Lywood – item 9 (approval for tree stump carving in Fitz Park).

18. Minutes

RESOLVED that the Chairman be authorised to sign as a correct record the Minutes of the Annual Trust Meeting held on Thursday 26th May 2016 (pages 1 – 3).

19. Trustee Reports and Accounts for the year ended 31st March 2016

Frances Clark of Keswick Accountants presented the Trustee Reports and Accounts for Hope and Fitz Parks for the year ended 31st March 2016. Consideration was given to the amount of operating reserves necessary for Hope Park, and how the funds could best be invested to achieve a financial return for the Trust.

RESOLVED that the accounts for Hope and Fitz Parks be finalised at the next meeting, and that the Trustee Report and Accounts for the year ended 31st March 2016 for Townsfield be formally approved for signature by the Chairman.

Frances Clark left the meeting.

20. Chairman's Report

The Chairman gave a verbal report covering a number of issues including the Sensory Garden, on which he asked Elizabeth Barraclough of Friends of the Parks to provide an update.

RESOLVED

- i) that arrangements be made to carry out a Risk Assessment of the Sensory Garden area at the earliest opportunity, prior to the official opening ceremony
- ii) that an item be placed on the agenda for the next meeting to consider all issues relating to Crosthwaite Road car park
- iii) that a meeting be requested with high level representatives of the Environment Agency to impress on them the urgent need for dredging in the River Greta through Fitz Park

Elizabeth Barraclough left the meeting.

21. Update on Flood Reinstatement Work

RECEIVED the report of the Clerk and Admin & Finance Officer.

Councillor Lysser left the meeting at 9.00 pm

22. Station Road Drainage into Fitz Park

RECEIVED report from the Chair and Vice Chair following site meetings with Cumbria Highways.

RESOLVED that any expenditure required to repair/replace drains through Fitz Park be funded from the contingency budget.

23. Clerk's Report

Consideration was given to the Clerk's report.

RESOLVED

- i) that approval be granted for the carving of a tree stump in Fitz Park in the shape of a dahlia to be funded by Councillor Lywood in memory of his mother
- ii) that no further action be taken regarding the 'Just Giving' fundraising page
- iii) that the renewal of the waste pump at the Golf Hut at Hope Park at a cost of £2,275 be funded from the Development & Equipment fund

24. Requests for use of the Parks

RESOLVED that approval be given to the request to start a MacMillan Charity Walk from Fitz Park on Saturday 17 June 2017 on the normal terms and conditions of hire.

Prior to the following business the Chairman moved the resolution: *'that in view of the confidential nature of the business about to be transacted, it is advisable that the public and/or press be temporarily excluded and they are instructed to withdraw'*

25. Contracting

RECEIVED the Valuer's report in relation to Cafe Hope together with an update on progress with preparation of the new lease for Hope Park.

26. Staffing

RECEIVED the report of the Staffing Committee.

The meeting closed at 9.30 p.m.

Chairman

Date

Accounts for year ended 31st March 2016

Investigation into Financial Return for Hope Park Trust

September 2016

At the Trust meeting held on 14th July 2016 consideration was given to the amount of operating reserves necessary for Hope Park, and how the funds could be best invested to achieve a financial return for the Trust.

Details of Hope Park Free Reserves as at 31st March 2016:-

Cash at bank and in hand	£235,269
Less Designated Funds:	
Building Fund	(£31,129)
Development & Equipment Fund	(£9,776)
Insurance Settlement	(£5,665)
Less Creditors: amounts falling due within one year	(£13,183)
Less (as per Trusts current reserves policy): 6 months of the previous years running costs (£110,101 – full year)	(£55,050)
Total Free Reserves	£120,466

I have attached the following for Trustees information:-

- Charity Commission – Managing charity assets and resources (C25) – Section 3 ‘Investing charitable funds’ & Section 6 ‘Charity reserves’
- Moneys Facts website – Where to find the best paying Charity Accounts & Top 10 Best paying accounts

Free Reserves Summary/Suggestion

As it can be seen from initial findings investing the reserves in a savings account would not give a very substantial return, taking into account the time it would take to setup/manage the account and the restrictions placed on some of the notice accounts.

It is apparent that investment in both parks buildings and paths at Hope Park is urgently required. Therefore it is suggested that the following transfers be made to the bank accounts below to allow the Trust to use this money towards the necessary capital spend required and invest in the future of the parks:-

Transfer from Free Reserves to Building Fund £70,000

Transfer from Free Reserves to *Development & Equipment Fund £50,000

**this fund is available for both Hope & Fitz Park*

Catherine Parker
Responsible Finance Officer

3. Investing charitable funds

Charities make investments either to receive a financial return to spend on their aims, or as a way of directly furthering those aims. Some ways of investing will do both. Trustees must make investments in the best interests of the charity.

This means the trustees:

- must be clear from the outset about whether they are seeking the best financial return, furthering the charity's aims (programme related investment) or doing some of both - different rules apply depending on what the charity wants to do (legal requirement)
- establish a clearly recorded and regularly reviewed investment policy - the policy should include such issues as how present and future activities need to be resourced, the level of investment risk they are prepared to accept, and the charity's position on ethical investment
- comply with the relevant powers for standard investments - trustees have a general power of investment - they must also be aware of any restrictions or additions to their powers of investment that might be contained in their charity's governing document (legal requirement)
- act to certain standards (duty of care) when using a power of investment - this duty of care requires them to exercise such care and skill as is reasonable in the circumstances (legal requirement)
- consider the suitability of any investment for their charity, the need for diversification and the need for a periodic review - before making any investment decision and when reviewing their investments, they must obtain and consider proper advice (legal requirement)
- consider whether it would be in the interests of the charity to adopt an ethical approach - they might want to avoid investments that conflict in a practical way with the aims of the charity or that might alienate donors or beneficiaries, or they might want to make investments that reflect its values and ethos
- consider whether to delegate the management of the charity's investments to a specialist - this might mean investing in a collective investment scheme such as a unit trust or a common investment fund, or appointing a professional investment manager
- comply with their duties to further their charity's aims in the best way for the charity when making a programme related investment - they must ensure that the investment directly furthers the charity's aims, any private benefit is incidental and there is a way for the charity to end the investment (legal requirement)

For further details see 'Charities and investment matters: a guide for trustees (CC14)'.

6. Charity reserves

A charity should provide reliable and consistent services to its beneficiaries beyond the immediate future. It needs to be able to meet unexpected expenses, absorb setbacks and take advantage of change and opportunities for development when they arise. One way of doing this is to set aside income, when it can afford it, as a reserve.

This means the trustees:

- identify which of the charity's funds have restrictions on their use - reserves are funds that are freely available to spend
- develop and implement a policy setting out why reserves are needed (rather than using income immediately for the charity's aims) - it will indicate the levels of reserves to be kept and in what circumstances they can be used
- comply with the annual reporting requirements in the regulations to set out the charity's reserves policy - the purpose behind making the statement is to show the level of reserves the charity holds and to explain why it needs to retain them at that level (legal requirement)
- review their reserves policy on a regular basis to take into account changing financial circumstances and new operating conditions - holding excessive reserves can unnecessarily limit the amount spent on charitable activities and inadequate reserves can put the charity's solvency and future development and activities at risk
- consider whether and how reserve funds should be invested - reserves may be needed in the short to medium term and so they should be invested in a way that can be readily realised as cash when needed
- plan for future development and sustainability when looking at levels of reserves - designating funds for use on particular future projects can be a way of setting aside and building up funds that will distinguish them from the charity's general reserves

For further details see 'Charity reserves: building resilience (CC19)'.

Extract from Money Facts website – Where to find the best paying Charity Accounts

Club & Charity savings accounts explained...

- Higher savings balances can earn better rates of interest
- Fixed savings bonds and notice accounts can offer higher interest rates for money your charity doesn't need short term access to
- Check whether your club or charity would be covered by the Financial Services Compensation Scheme, and stick within limits

Club and charity savings accounts don't tend to have interest rates that are as high as those available for your personal savings. So it's even more important to shop around for the best home for your charity or club's hard-won funds.

Probably the most important consideration is how much access your organisation will need to the money. Will it be needed at a set date? Or will you potentially need the money at short or no notice?

The longer your charity or club can afford to not have access to its money, the higher the rate of interest you may be able to earn.

Interest rates can also be improved with a higher savings balance. Often charity savings accounts offer higher rates, the more money you have invested in the account.

Depositor protection for charities

Charity and club savings accounts may fall under the protection of the Financial Services Compensation Scheme. Whether your charity or club is eligible will depend on how it is constituted (it's not enough for a charity to be registered).

If your charity is constituted as an unincorporated association or limited company, it would be eligible for compensation if it meets two of the following:

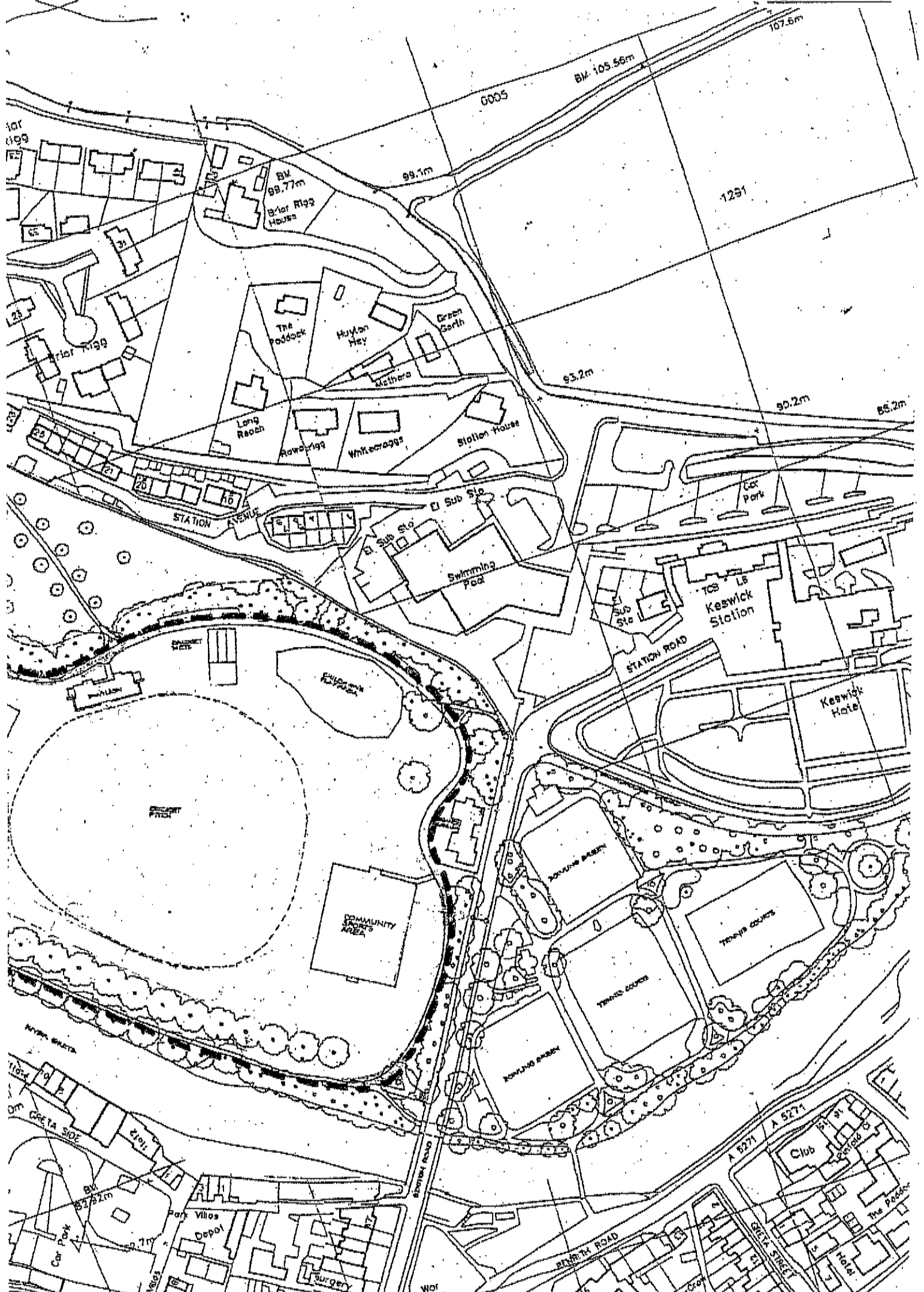
- It has 50 or fewer employees
- It has a turnover of £6.5 million or less
- It has a balance sheet total of £3.26 million or less

The Financial Services Compensation Scheme protects the first £85,000 an eligible charity or club has held under a single UK banking licence. This level of protection will reduce to £75,000 from 1 January 2016. Some banks and building societies share a licence, so it's best to spread money between institutions to make sure it's protected.

Top 10 Best Charity Savings Accounts

Company	AER	Notice / Term	Deposit
 200 Day Notice Charity Deposit	1.30%	200 Day	£5000
 100 Day Notice Charity & Trust Account Issue 8	1.25%	100 Day	£5000
 100 Day Notice Charity Deposit	1.25%	100 Day	£5000
 120 Day Business Notice Account 4	1.15%	120 Day	£5000
 100 Day Notice Business Deposit	1.10%	100 Day	£500
 31 Day Notice Business Savings Account Issue 1	1.10%	31 Day	£10000
 Treasurer's Deposit	1.00%	None	£25
 Instant Access Charity - Issue 2	0.90%	Instant	£100
 Business 30 Day Notice Savings	0.90%	30 Day	£1000
 Community Saver	0.80%	Instant	£1

Last Updated: Thursday 1 September 2016 11:26



KESWICK PARKS CHARITABLE TRUSTS
8 SEPTEMBER 2016

CROSTHWAITE ROAD CAR PARK

At the last meeting it was resolved 'that an item be placed on the agenda for the next meeting to consider all issues relating to Crosthwaite Road car park'. It had previously been resolved to look at the re-surfacing of the car park at the November meeting.

Background

A planning application was submitted in June 2010 for change of use of land at Lower Fitz Park to permanent car park. Permission was granted in October 2010 as a departure from policies of the Local Plan on the grounds that the development would result in social and economic benefits for Keswick. A number of conditions were imposed including provision of landscape works, approval by LDNPA of the surfacing materials and that no lighting installations should be installed to serve the car park.

The Football Club had already been granted permission for their car park and the LDNPA were reluctant to add another large area of car parking and wished to mitigate the impact of the development on the open nature and visual qualities of Fitz Park, which is designated as Important Amenity Open Space.

The car park provided 81 spaces and was funded largely by a grant from Keswick BID Ltd. Steve Harwood of ADK Architects acted as consultant for the Trust.

Issues

1. Surface

The construction was based on a plastic grid system with grass growing through it and parking bays marked. This was insisted on by the Planning Officer to maintain the appearance of a grassed field.

The basic problem with the surface is the insistence of the planning authority that a grass surface of this type was the only option they would approve for a car park on this site, combined with a problem which was encountered with the underlying ground conditions. This only became apparent when excavations were carried out down to bearing level. Specialist engineers were appointed to carry out load bearing tests no previous ground investigations had been thought necessary given the conditions which were encountered on the adjacent car park as advised by the Football Club.

For the ground bearing conditions actually encountered the cost advised for additional excavation and ground strengthening was £42k which was unaffordable. It was agreed to proceed on a reduced scale of upgrading and achieve the best result which could be afforded. This involved an additional spend of £5.4k. For the most part this has worked but not in the heavily trafficked area at the car park entrance. Although the Trust, Architect and contractor all preferred the use of grasscrete blocks which would have given a solid surface even with the grass growing through, this was not acceptable to the planning authority and would have cost an additional £25k which was not possible with the finance available. As result of these underlying ground conditions the car park is only suitable for use by light vehicles. Users will always go to the Football Club car park first simply because it is a hard surface.

Following destruction of the car park by the flooding, a proposal was put forward by Steve Harwood at the May meeting. He had had discussions with the planning officers about an alternative surface for the car park to the grass on the approved plans. The planning officer did not like the idea of an overall gravel cover to such a large area but was receptive to Steve's proposal to use different coloured finishes to designate the parking areas from the vehicle circulation areas. However this would be on condition that the landscaping around the perimeter of the car park indicated on the original approval was implemented. He was concerned that it had not been done to date. Steve's idea was to use the blue / grey slate "shillies" with the rounded edges on the parking areas and a much finer light grey gravel on the vehicle circulation route – type carefully chosen to minimise any impact on car tyres. A planning application to proceed with this suggestion was not approved by the Trust and it was resolved to defer the matter for consideration at the November meeting.

2. Landscaping

This work needs to be carried out (see above) to ensure that the Trust is in compliance with the planning approval.

3. Charging and management

An agreement was entered into initially with Allerdale BC to manage the car park on the Trust's behalf, however, this proved unsatisfactory and following an invitation for expressions of interest an agreement was reached with Parking Infrastructure Ltd who now manage the car park for the Trust. The contractor provides the (solar powered) pay and display machine, empties the cash and pays it in on behalf of the Trust, less a management fee. He also deals with any enforcement issues on the Trust's behalf.

All proceeds to the Trust from the car park, less car park expenditure, are added to the 'Sinking fund' to provide for capital renewals. A contribution to the Trust from the Football Club car parking income was included as part of the Club's lease of Fitz Park.

The Trust will need to decide whether the car park needs to be useable at all times which will inevitably involve a review of the surface finish or whether to accept that it will not be useable in times of bad weather.

LW
020916

Fitz Park Drainage

September 2016

Following on from the agenda item on the July Trust meeting in relation to draining in both Upper and Lower Fitz Park.

I contacted both Adrian Bacon (EA) and Keith Lockwood (RG Parkins) with the query as below:-

'Drainage & Pipework Survey - Upper and Lower Fitz Park

We are looking for a company who would be suitably qualified to carry out a survey of drainage and pipework in Fitz Park plus for them to draw up a plan of this for our reference. We have in our possession a plan for high pressure gas mains in Lower Fitz Park, but would also like a drainage and pipework plan to add to this.

These plans would be useful (if not essential) for us to supply to contractors when working within the park.

Could you suggest any companies (local or otherwise) who would be able to complete such a survey for us?'

RG Parkins Response

If you are simply wanting to "map" the positions of the drains and manholes, then Spatial Data who did the topographical survey around the bridge would be as good as anyone. I am fairly certain that they will lift MH covers and take the depths to invert and pipe sizes at the inspection chambers. However, they will only reference MH and access chamber positions.

Alternatively, Andidrain and Drain Doctor do drain condition surveys using CCTV cameras. This has the added advantage of picking up relative positions of pipe junctions away from MHs, but there presentation of MH positions etc. on a plan will only be approximate.

If the drains are adopted, then UU will supply copies of their own record drawings, which we could obtain. We could obtain a copy of approx. 1 sq km from UU for about £100 incl VAT.

Our own fees for arranging this would be £15 (+VAT).

Atlantic Geomatics (company suggested by EA) – Utility Survey – Upper and Lower Fitz Quotation

Scope

To complete an underground utility survey of the areas on the plans supplied. The survey area covers both Lower and Upper Fitz Park in Keswick, Cumbria. We have provided a separate fee for each area.

All utility information will be traced on site using electromagnetic detection and ground penetrating radar in accordance with Survey Type B M1 of the PAS 128 Specification. All work will be surveyed relative to OS National Grid and Datum.

All services found will be overlain onto an existing topographical survey or OS Mapping to be provided by Keswick Town Council. A final plan will then be issued in digital form as an AutoCAD.dwg file. Access to the survey area is to be arranged by KTC prior to mobilisation and any delays will result in additional charges. Our fee also assumes that a complete set of the existing statutory records for the survey area will be provided prior to mobilisation. Should we have to source these additional charges will apply.

Fees

Our fee for this work will be **£12,994.00** (twelve thousand nine hundred and ninety four pounds only) plus VAT as summarised below:

- Upper Fitz Park: £2,760.00
- Lower Fitz Park: £10,234.00

The above fee is to supply the deliverables outlined in the scope only. Provision of additional deliverables, as requested by the client, will be charged at a rate of £45/hour.

Please sign and return the Quote Acceptance as confirmation of your instructions. A copy of our standard Terms and Conditions will also be attached. This quote is valid for 30 (thirty) days.

Mobilisation

Subject to when we receive written confirmation to proceed we are currently in a position to mobilise a survey team within 3 weeks and estimate delivery within 2 weeks of mobilisation.

Summary

Trustees are asked to if they wish this to be pursued any further or if they have any other suggestions.

Catherine Parker
Responsible Finance Officer

KESWICK PARKS CHARITABLE TRUSTS
8 SEPTEMBER 2016

UPDATE ON PARK REINSTATEMENT WORK

Fitz Park

1. Wivell Bridge
Repairs to the structure of the bridge are now complete and the work to the underside should be finished by the end of the week.
2. Staff/Tennis/Games Hut, Bowling Bower and Sports Pavilion
All these buildings are now operational.
3. Bowling Green
The contractors were unable to carry out the necessary drainage works when they arrived on site this week as the area was too wet. When weather conditions permit, they will be installing another 100m of pipe drains, laser levelling, preparing and re-seeding the area. Work to the edging boards is being undertaken by parks staff and is ongoing.
4. Tennis Courts
The new fencing has now been erected, however the turf is struggling because of waterlogging. Aeration has been carried out six times and the results of soil testing have now been received which show deficiencies but no heavy metal contamination. Holes are now being drilled all over the area and 'volcano' dust is being applied. This should remove the stagnant water.
5. Drainage
Drain and manhole clearing has been carried out in Upper Fitz. Four smaller brick built drains had collapsed and estimates for replacement drains are awaited.
6. Paths
Estimates have been sought to resurface the main path into Upper Fitz Park and to repair and resurface the path to the BMX track from the riverside. Soakaways will be installed in low areas. The path adjacent to Knightsbridge will be left until the new bridgework has been carried out.
7. Ornamental Fountain
This has now been fully cleaned and a base of heavy duty grid put in which will make maintenance easier.
8. Crosthwaite Road Car Park
This is the subject of a separate report.
9. Flood Resilience Measures
Further to the Stakeholder meeting held at the end of June I have now been in contact with a number of companies to pursue the proposal to obtain a comprehensive flood resilience plan for Upper and Lower Fitz Park. One company has indicated that they are able to carry out such work and will be submitting a price to complete a feasibility study to include buildings and land. Once this is obtained I will be submitting a funding request to Cumbria Community Foundation.

KESWICK PARKS CHARITABLE TRUSTS MEETING
8 SEPTEMBER 2016

CLERK'S REPORT

A substantial amount of time has been spent since the last meeting in preparing the documentation, arranging advertising and assessing applications for the post of Parks Manager. The Staffing Committee carried out interviews on 31 August 2016 and an appointment was made, subject to references.

1. Sensory Garden – Risk Assessment

Following the last meeting on 14 July 2016 a risk assessment was carried out by myself, James, Elizabeth Barraclough and Councillor Price. Concerns have been highlighted about the 'sheepfold' seating area, particularly youngsters falling into it having climbed onto the rockery around it, and whether it could attract anti-social behaviour. Signage was agreed as a temporary measure to deter climbing on the rocks around the sheepfold until the planting is established. The Police have been asked to monitor the area to deter antisocial behaviour and have agreed to incorporate it into their patrols.

2. Lower Fitz Issues

Councillor Burn has drawn attention to the poor condition of the path which leads up from the river to the BMX track which becomes impassable after rain following the flooding. James has asked for a local contractor to provide an estimate for repairing the paths in Lower Fitz and this should be received soon. Funding will need to be identified to cover the cost of the work.

Problems with overflowing litter bins, particularly at the Crosthwaite Road entrance to the park, were also experienced over the Bank Holiday weekend. This was drawn to the attention of Allerdale Borough Council who advised that their contractor had increased the shift from 8 to 11 hours on Saturday and Sunday and doubled the manpower on Monday on the 11 hr shift.

A further issue has been raised regarding cars parking on the grass verges outside the two car parks at the Bank Holiday weekend and it has been suggested that notices be placed to deter people from parking there. James has suggested placing boulders as a deterrent.

3. Damage to walls at Station Road

Whilst work was being carried out at Station Road by County Highways, it was observed that the condition of the walls under the boundary railings had deteriorated. I approached the County Officer responsible for the work who stated that the work being carried out had not made any difference to the condition of the walls and who was not able to help with any repairs. James is seeking quotes for repair work to be carried out.

LW
010916

HOPE PARK TRUST

Budget 1st April 2016 to 31 March 2017

Budget Summary as at 30th June 2016 - REVENUE

1st Quarter

EXPENDITURE	Budget for Year	Actual to 30.06.16	% of Budget Spent
Games Areas Equipment	500	0	0.00
Tools	250	0	0.00
Materials	1500	174	11.60
Maintenance	1000	2028.82	202.68
Repairs - Paths/fences	1500	0	0.00
Repairs - Buildings	1000	0	0.00
Repairs - Course	250	0	0.00
Repairs - Machinery	1000	254	25.40
Repairs - Van service/repairs	300	0	0.00
Fuel and licences	2500	884	35.36
Plants & Compost	2000	2577	128.85
Trees and shrubs	200	0	0.00
Fertilisers	500	344	68.80
Electricity and heating oil	500	35	7.00
Water rates	270	67	24.81
Wages gardens	36958	2833	7.67
Wages management	25935	2242	8.64
Wages Apprentices	12348	0	0.00
Admin and on costs	22591	7378	32.66
Insurance	3500	0	0.00
Telephone	250	77	30.80
Advertising - Including Staff Recruitment	100	0	0.00
Trade Refuse Collection	680	0	0.00
Training costs	700	0	0.00
Workwear	1500	490	32.67
Equipment	400	175	43.75
Audit Fee & Accounts Preparation	800	0	0.00
Bird/squirrel feeding station	150	0	0.00
Printing and stationery	50	0	0.00
Contingency	1000	225	22.50
Health and Safety	250	80	32.00
Computer equipment	0	134	0.00
Web & Internet Costs	75	0	0.00
Tree Work & Surveys	2000	0	0.00
Professional Fees	500	200	40.00
Signs Expense	1000	0	0.00
Drainage (filling) work to fairway	2000	0	0.00
Contribution to D&E Fund	5000	0	0.00
TOTAL EXPENDITURE	131057	20196	15.41

inc. grass cutting fairway

Watering

Windows 10 upgrade

INCOME	Budget for Year	Actual to 30.06.16	% of Budget Income
Lease Fee	140383	60164	42.85
Bank interest	5	0	0.00
Donations & Money Spinner	350	101	28.86
Building Fund interest	10	3	30.00
Sale of assets	0	625	0.00
Bird/Squirrel Feed Station Donations	600	63	10.50
Hire of Park	0	400	0.00
TOTAL INCOME	141348	61356	43.41

SURPLUS/DEFICIT	10291	41160
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FUNDS

Development & Equipment Fund	Budget 2016/17	Actual to 30.06.16
Ride on Rotary Mower	4000	2961
	0	0
	4000	2961

1st April 2016 - 31st March 2017

Budget Summary as at 30th June 2016 - REVENUE

1st Quarter

Expenditure	Budget for Year	Expenditure to 30.06.16	% of budget spent
Materials	700	788	112.57
Games Equipment - including CSA	300	0	0.00
Repairs - Paths, fences & walls	2500	0	0.00
Repairs - Buildings	500	0	0.00
Repairs - Greens and courts	1000	0	0.00
Repairs & Maintenance - children's play area	5000	64	1.28
Repairs - Bridges (Wivell & Knights)	250	0	0.00
Trade refuse	750	0	0.00
Plants, trees & shrubs	500	0	0.00
Fertiliser	500	278	55.60
Electricity	750	0	0.00
CSA Electricity	400	70	17.50
CSA Expenditure	600	0	0.00
Water Rates	610	9	1.48
Wages, NI & SA (Management)	6354	1,599	25.17
Wages, NI & SA (Parks)	39792	10,426	26.20
Grass cutting - outside contract	8000	2,000	25.00
Admin and on costs	22591	7,378	32.66
Insurance	5000	392	7.84
Telephone	0	0	0.00
Advertising & Staff Recruitment	100	0	0.00
Car Park Expenses	5000	0	0.00
Audit fee & Accounts Preparation	800	0	0.00
Tools	150	27	18.00
Health and Safety	200	80	40.00
Printing & Stationery	50	0	0.00
Sinking Fund	10000	0	0.00
Hygiene Contract	80	0	0.00
Signs Expense	500	0	0.00
Tree Work	3500	0	0.00
Workwear	800	50	6.25
Contingency	1500	0	0.00
Professional Fees	250	0	0.00
Maintenance	1500	0	0.00
BMX Track Expenditure	1000	0	0.00
Total Expenditure	121,527	23,161	19.06

Income	Budget for Year	Income to 30.06.16	% of budget income
Licence Fee - Games & Catering	1000	0	0.00
New Car park income	20000	0	0.00
Grazing Rights	0	0	0.00
Wayleaves	33	33	100.00
Insurance Reimbursements	1000	0	0.00
Hire of Fitz Park	3500	500	14.29
Donations	50	0	0.00
Tennis Club - Licence Agreement	1000	0	0.00
Football Club - Lease	1000	0	0.00
Car Park Levy - Football Club	4000	0	0.00
CSA Electricity	600	0	0.00
Play Area - All Income	250	0	0.00
BMX Track Income - Restricted Fund	100	0	0.00
Total Income	32,533	533	1.64

NET EXPENDITURE SURPLUS/-DEFICIT	88,994	22,628	25.43
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