## 

## BRADLEY STOKE TOWN COUNCIL

**Finance Committee**

Minutes of the Meeting of the Finance Committee of Bradley Stoke Town Council held at the Jubilee Centre, Savages Wood Road, Bradley Stoke on Wednesday 25th October 2023 at 6.35pm.

**PRESENT:** Councillors: Tom Aditya

John Bradbury

Natalie Field

Jenny James

Dayley Lawrence (Chair)

James Nelson

Ben Randles

Kulwinder Singh Sappal

Officers: Sharon Petela - Town Clerk

Graham Baker – Youth Development & Participation Worker

As Councillor Jon Williams (Chair of Finance Committee) had sent his apologies for the meeting, Councillor Kulwinder Singh Sappal proposed, seconded by Councillor John Bradbury and carried unanimously, that Councillor Dayley Lawrence chair the meeting in his absence. Councillor Dayley Lawrence then assumed the chair.

1. **Submissions from the Public**

1.1 Councillor Tom Aditya commented that it was good to see that the Tricknology programme has now been introduced at the skatepark but questioned why not all councillors had been informed of the scheme. The Town Clerk apologised for the oversight.

**2 Apologies for absence**

Apologies received from Councillors Aleena Aditya, Dave Addison, Roger Avenin, Frederic Contenot, Terri Cullen, Brian Mead and Jon Williams, Rachel Pullen (Responsible Finance Officer/Finance Manager) and Phil Francis (Activity Centres Manager/Deputy Town Clerk)

**3 Declarations by Members**

Councillor John Bradbury asked for the following additions to his Register of Interests: SGC Spatial Planning Committee, SGC Regulatory Committee, member of the Avon and Somerset Police and Crime Panel (SGC appointed)

**4 Announcements by the Chair**

None

**5 Minutes of Previous Meeting**

Minutes of the Finance Committee held on 27th September 2023 were proposed for acceptance by Councillor Ben Randles, seconded by Councillor Kulwinder Singh Sappal, carried unanimously. The minutes were then signed by the Chair as a correct record.

**6 Matters arising from the minutes of the meeting held on 27th September 2023**

None

7 Matters within scope of Finance Committee

**7.1 Possible contract to remove weeds from gutters in Bradley Stoke**

A number of councillors (and members of the public) have raised concerns about the proliferation of weeds in the gutters around the town.

The Town Council has been in contact with South Gloucestershire Council (SGC) Streetcare team and they said that they are struggling to keep up with the number of weeds growing in the gutters and on footpaths across the area – this is a result of the withdrawal of pesticides that the council has committed to. They have confirmed that they wouldn’t have any issues if the Town Council were to use their own contractors to clear weeds, providing they do not apply any type of weedkiller/pesticides in line with the SGC Environmental Policy.

The Town Clerk informed the meeting that there is currently no budget allocated for such works.

Following discussion, Councillor Ben Randles proposed that BSTC investigate costs to carry out weed removal works in gutters along Bradley Stoke Way, Brook Way and the interconnecting roads which link to the main roundabouts in the town to get an idea of cost implications, seconded by Councillor Dayley Lawrence, carried unanimously.

Councillor Tom Aditya suggested that councillors also raise this matter at the next SGC Community Engagement Forum.

**7.2 Adoption of Upshot monitoring, evaluation and learning system for youth work provision recording**

Graham Baker, Youth Development & Participation Worker presented the following report:

Extract from Leisure, Youth & Amenities Committee – 16th October 2023

***Upshot:*** *we have been researching and in discussion with ‘Upshot’ (Upshot.org.uk) who provide a ‘monitoring, evaluation and learning system’ which would help improve youth work project management and evaluation of impact. The system has recently, or is currently, being adopted by other Youth Work organisations within South Glos and across the UK and provides the following:*

***Manage:*** *record personal & demographic & participant data;**complete session registers on the move on any device; track personal outcomes & milestones achieved; restrict user access to relevant data only.*

***Monitor:*** *set Key Performance Indicators (KPIs) & measure performance against deadlines; view participant data in real time; create send & complete surveys; create strategic plans.*

***Evidence:*** *generate stats at a click of a button; upload photos & videos to tell story behind the numbers; map your projects & beneficiaries to show your reach; create case studies & impact reports.*

***Cost:*** *we have been provided with a quote based upon our level of youth work activity and this includes an* ***annual Licence Fee of £1,100*** *and a one-off* ***two-day consultancy cost******of £1,190*** *to set up the account to our specific needs.* ***Total initial cost is therefore £2,290 excluding VAT.***

***Action:*** *the officer recommendation is that Upshot would be an extremely useful acquisition that would significantly help (as Upshot states) management, monitoring and evidencing impact of our youth work strands and could also have a positive effect in terms of future funding bids.*

*Following discussion, Councillor James Nelson proposed that Leisure, Youth & Amenities Committee recommends the adoption of the ‘Upshot’ monitoring, evaluation and learning system for Bradley Stoke Youth Work, seconded by Councillor Jenny James, carried unanimously. This recommendation will go to October Finance Committee for final agreement.*

More information on Upshot can be found at: [Homepage (upshot.org.uk)](https://www.upshot.org.uk/)

Following discussion, Councillor Natalie Field proposed adoption of the Upshot recording system as detailed above, seconded by Councillor James Nelson, carried unanimously.

**7.3 Quote for further remedial works to Baileys Court Activity Centre**

Phil Francis, Activity Centres Manager/Deputy Town Clerk has submitted the following report:

On the 22/09/2023 works were carried out to a small section of roof at Baileys Court to try a stop a leak that is coming into the Elm Room and Women’s toilets. The initial works have not worked and additional works are required to see if we can discover and fix the fault. The initial works cost the council £1,625 and was completed under the health and Safety remit however the proposed works are far more extensive and covering a larger area.

A bird's eye view of Baileys Court Activity Centre building



In the red area the works already completed are:

Description of works

In the blue area, the new remedial works to be carried out are:

Description of works

Proposed works costing £: 7,450

Officer recommendation is to go ahead with the works to try and rectify the leak issue on an area of the original roof. There is no guarantee that this will solve the leak but assurances have been given that the flat roof is not the issue. This is also the only company out the 20+ companies that have agreed to do these works.

Councillors commented that it is unfortunate that only one quote has been received, although they acknowledged the significant effort that the officers have gone to, to try to get quotes. Councillor Dayley Lawrence also offered to look into this with a local builder.

Following discussion, Councillor Natalie Field proposed that, as the quote received does not guarantee solving the water leak, before the Town Council commits to this further repair work, it commissions a roof survey to identify where the leak is coming from, with the price for the work being circulated by emails to chairs of council/committees for approval rather than further delays in having to bring the quote to another council/committee meeting, seconded by Councillor Ben Randles, carried unanimously.

**8 Financial Matters**

**8.1 2023/24 Income & Expenditure Against Budget Report**

Rachel Pullen, RFO/Finance Manager has submitted the following report:

**FINANCIAL SUMMARY (MID YEAR REVIEW) AS AT 17/10/23**

**INCOME**

Overall, total income has achieved £925,303.08 (92.09%) which is less than the same period last year, which achieved £988,018. These figures exclude the Mayor’s Charity which has raised £1,154.84 to date (£6,305.24 raised as at 17/10/22 as a Community Festival was held in June 2022).

The income drop between the current and previous financial years amounts to £62,714.92 which is due to the £21.9K insurance settlement received last year linked to the vehicle arson and tarmac damage which was received in early April 2022. In addition, grant funding of £41K was received towards the cost of the new Baileys Court Play Area. This negative position should reverse later in the financial year when the awarded S106 funding is applied for to support the Jubilee Green Leisure Equipment and the MUGA which amount to £22,515.60 and £46,812.53 respectively (including revenue funding)

**Activity Centres Income**

The Centres have achieved the following income levels:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **2022/23 @ 17/10/22** | | | **2023/24 & 17/10/23** | | |
| **Activity Centre** | **Income (£)** | **Annual Budget (£)** | **Income Against Annual Budget %** | **Income (£)** | **Annual Budget (£)** | **Income Against Annual Budget %** |
| Jubilee Centre | 34,329.31 | 48,000.00 | 71.52% | 31,781.85 | 54,000 | 58.85% |
| Brook Way | 16,701.08 | 22,000.00 | 75.91% | 16,411.45 | 27,000 | 60.78% |
| Baileys Court | 42,598.34 | 63,000.00 | 67.61% | 38,546.18 | 68,500 | 56.27% |
| **Totals** | **93,628.73** | **133,000.00** | **70.40%** | **86,739.48** | **149,500** | **58.02%** |

Overall, £86,739.48 (58.02%) of the annual hire income budget has been achieved across the centres which is slightly below the same period last year which achieved £93,628.73 although some site banking and invoicing is due for the current period which will reduce the disparity. The current drop amounts to £6,889.25 which is fairly small at this stage, especially bearing in mind the current economic situation. No budget changes for the site incomes are therefore recommended at this stage but the position will be monitored going forwards.

Despite the current reduction upon last year, the current income from sites performs well bearing in mind the hire charges were frozen for 2023/24 and when compared to historic levels which are detailed below,

|  |  |
| --- | --- |
| 2015/16 | £80,448.70 |
| 2016/17 | £77,068.76 |
| 2017/18 | £72,879.57 |
| 2018/19 | £98,443.62 |
| 2019/20 | £74,682.28 |
| 2020/21 | £38,283.82 |
| 2021/22 | £74,300.00 |
| 2022/23 | £93,628.73 |
| 2023/24 | £86,739.48 |

**Recommended Income Budget Changes/Monitoring for 2023/24**

Please refer to the circulated Income against Budget Schedule highlights all previously approved or required budget changes in pink and new recommendations are detailed in blue.

The previous information includes recommended budget changes as detailed below:

The current recommendations are:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Nominal Code** | **Description** | **Previous budget £** | **New budget £** | **Details** |
| 4002 | Grant Income Received | 0 | 1,000 | The budget has been increased to account for the Active Travel Grant which has recently been awarded and is awaited to help fund the secure cycle parking at the Jubilee Centre which Council approved at the recent October Council meeting. |
| 4010 | Bank Interest/Investment Income | 11,500 | 22,000 | Following the increase in interest rates and the recent bond reinvestments etc, calculations indicate a projected income of approx. £23.4K based upon current returns/yields and projecting further reinvestments later in the year at 4 – 5%. A slightly lower budget increase is therefore recommended as interest rates are fluctuating and the higher rates cannot be guaranteed. |

***INCOME SUMMARY***

Overall income continues to maintain a very strong position and is well placed to achieve the current annual budgets having achieved 92.03% of the annual budget to date. This is further substantiated as the current banking and investment income (N/C 4010) has and will continue to be positively impacted as accruals have been carried forward from 2022/23 in respect of several fixed rate bonds which negatively impacts the figures at this stage but this will adjust to a positive position later in the year upon their maturity and as bank interest accumulates and year-end adjustments are processed for 2023/24.

In addition, S106 grant money has been awarded, as detailed on the previous page, but this has not been included within the accounts pending council approval of the funded projects at which point the funds will be applied for and then processed through the accounts.

Following discussion, Councillor Ben Randles proposed acceptance of Income Budget changes as detailed above, seconded by Councillor Kulwinder Singh Sappal, carried unanimously.

***EXPENDITURE***

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
|  | **2022/23 as at 17/10/22** | | | **2023/24 as at 17/10/23** | | |
| **Sector** | **Expenditure (£)** | **Annual Budget (£)** | **Expenditure Against Annual Budget %** | **Expenditure (£)** | **Annual Budget (£)** | **Expenditure Against Annual Budget %** |
| **Total Office & Non-Activity Centres** | 418,943.34 | 799,718.92 | 52.39% | 400,953.86 | 822,298.33 | 48.76% |
| **Including** Salaries (Employer Costs) | 260,313.35 | 467,000 | 55.74% | 281,523.81 | 495,803 | 56.78% |
| **Including** Youth Provision | 500.00 | 12,500.00 | 4% | N/A – Amalgamated within main grant aid budgets (5074 – 5077) as approved by council 2022/23 | N/A | N/A |
| Grant Aid -Managed by LY&A |
| Core Youth Funding - **See Note 1** | 5,825.13 | 34,180.00 | 17.04% | 5,833.01 | 34,180.00 | 17.07% |
| Skatepark -General Running Costs - Excludes Reserves - **See Note 2** | 4,175.17 | 7,520.00 | 55.52% | 3,749.18 | 7,520.00 | 49.85% |
| External Youth Grant Funding from SGC etc - **See Note 3** | 5,611.43 | 37,471.92 | 14.97% | 4,883.72 | 37,470.33 | 13.03% |
| **Youth Subtotals** | **16,111.73** | **91,671.92** | **17.58%** | **14,465.91** | **79,170.33** | **18.27%** |
| Jubilee Centre | 65,152.76 | 113,108 | 57.60% | 42,756.29 | 103,621 | 41.26% |
| Brook Way | 24,593.56 | 51,927.00 | 47.36% | 22,396.59 | 46,504 | 48.16% |
| Baileys Court | 49,885.49 | 101,678.00 | 49.06% | 43,508.36 | 101,904 | 42.70% |
| New Assets | 67,983.42 | 80,433.82 | 84.52% | 6,382.71 | 25,400 | 25.13% |
| Planned Assets - **See Note 4** | 36,856.38 | 36,856.38 | 100.00% | 9,133.11 | 20,085.44 | 45.47% |
|
| **Totals** | **663,414.95** | **1,183,722.12** | **56.04%** | **525,130.92** | **1,119,812.77** | **46.89%** |
| ***Note 1:*** *Core youth funding excludes the salary costs of The Youth Development and Participation Worker which is included within the main salary figures. Other youth worker salaries are covered by the core funding and external grant funding. Unspent funds at year end are not protected within the youth funding but are added to the main council year end surplus for re-distribution.* | | | | | | |
| ***Note 2:*** *Skate Park general running costs is a developing budget as new contracts are established. Budgets and funds are transferred from the main youth core budget as and when required to cover any additional expenditures to ensure the overall approved youth budget is not exceeded.* | | | | | | |
| ***Note 3:*** *At year end, any unspent external youth grant funding is rolled into the next years’ budget whilst all other unspent youth budgets will be added to the main year-end surplus for re-allocation by Council.* | | | | | | |
| ***Note 4:***  *The Planned Assets are funded from earmarked reserve budgets and these expenditure levels are expected to be 100% when all transfers and budget adjustments have been processed within the accounts.* | | | | | | |

**Recommended Expenditure Budget Changes for 2023/24**

The previous information includes a budget increase as detailed below: The current recommendations are:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Nominal Code** | **Description** | **Previous budget £** | **New budget £** | **Details** |
| 5041 | Office Property Repair & Maintenance | 3,062 | 4,000 | The budget has been increased following additional costs incurred due to faulty shutters and replacement motors |

Note:

The Brook Way Activity Centre property repair & maintenance budget will require monitoring as the current expenditure to date amounts to £8,390.32 against a budget of £10K. This expenditure has been impacted this year by the installation of an unvented gravity feed hot water system @ £2475 following problems with the old system. The budget will be monitored and funds from the All Sites Refurbishment Reserve (N/C 3012) will be transferred in the future to fund any budget overspends, as required.

**EXPENDITURE SUMMARY**

Expenditure continues to be in a strong position across all sectors just over mid-way through the financial year and currently stands at 46.89% of budget (excluding reserves), which is on target with the expected annual budget levels when assuming that at least 50% would be utilised for the period.

Following discussion, Councillor Ben Randles proposed acceptance of Expenditure Budget changes as detailed above, seconded by Councillor Natalie Field, carried unanimously.

**2023/24 BUDGET - 5 YEAR FORWARD PLAN**

**Please refer to the 5 Year Forward Plan Summary (Appendix A)**

The 5 Year Forward Plan has been updated to incorporate the previously approved budget changes and also the budget changes recommended within this report and currently indicates the following year end surplus figures based upon projected figures.

|  |  |
| --- | --- |
| 2023/24 | £70,150.30 |
| 2024/25 | £66,607.48 |
| 2025/26 | £74961.74 |
| 2026/27 | -£59,601.79 |
| 2027/28 | -£212,170.55 |

These year-end surpluses will change as figures get updated within the Forward Plan which is a living document and any available additional year end surpluses at each year end, will be allocated to the Forward Budget Reserve (NC 3089) which ring fences unallocated surpluses to ensure future budgets are protected wherever possible.

It should also be noted the Forward Plan currently assumes a 0.5% precept increase over the next 4 year period 2024/25 – 2027/28.

**2024/25 BASIC BUDGET CONSIDERATIONS AHEAD OF 1ST BUDGET DRAFT**

The basic foundations of the 2024/25 budget are already in place within the current 5 Year Forward Plan but any additional budget changes, new projects and increases in inflation etc will impact the current forecast. This projection assumes that all budgets are fulfilled/utilised by each year end, meaning there will be no additional year-end surpluses available which is a worst-case scenario and historically this has never been the case. The actual year end position cannot be clarified until mid-May after year end and audit adjustments have been applied.

**CONSIDERATIONS**

1. **Tax Base**

The agreed tax base figure upon which the precept is based, will not be confirmed by SGC until early December/January and any major change in this figure will obviously impact the total precept income received.

The Forward Plan currently applies a tax base of 7133 Band D properties for 2024/25 which was an indicative projected figure supplied by SGC in late 2022.

The current BSTC approved precept of £116.94 per band D property is then applied to this figure to produce a total precept projected income of £834,133.02. This will increase by £4,171 to £838,303.69 if a 0.5% precept increase is applied for 2024/25. The precept per band D property would then be £117.52.

Differences between the projected and actual tax base figure can have a huge impact upon the budget if the actual level is found to be a lot less than the estimated level. Such a reduction will then feed through the 5 Year Forward Plan which compounds the reduction year by year to produce a negative projection.

The final budget decision for 2024/25 will be made in January 2024, shortly after the actual tax base figures have been released.

1. **Inflation**

The current 5 Year Forward Plan generally projects inflation to be in the region of 3-5% p/a which has historically been sufficient, however, current inflation levels and projections suggest this will continue to be exceeded over the next few months/years. Rates may need to be increased across sectors outside of fixed rate contracts.

1. **Electricity and Gas**

Council currently has a 3 year fixed price contract for gas and electricity with Total Energies which was approved in March 2021 ahead of the contract commencing in November 2021. By locking in early, council managed to avoid the huge energy hikes that have unfortunately impacted consumers over the last few years. The downside of this is that utility costs have remained high and are expected to increase further over the winter and recent projections indicate an increase across all sites of at least £11,.5K p/a for electricity and £15.2K for gas p/a. This will increase the current bill by at least £28K p/a as from 1st October 2024, however the current Forward Plan had already taken this into account within the projections by substantially increasing budgets in readiness and it appears that current projected budgets will be sufficient to cover the increases over the 3 year period from 1/10/24 – 30/9/27 based upon current prices and usage. This is detailed within the gas and electricity review report to be discussed later at item 8.3.

1. **Ongoing 2023 Projects for Consideration with allocated budgets**

The main areas for consideration at this stage are detailed below which may impact the Forward Plan if allocated budgets are exceeded unless external funding can be sourced to fund the difference.

* Refurbishment of the Jubilee Green pond

£2,210 has been approved and is held within the Jubilee Green Reserve (NC 3070)

against quotes approved in 2022.

* Leisure Equipment on the Village Green

£101,379K is held within Jubilee Green Reserve (NC 3070) pending further action and reports following the transfer of £62,104.18 from the BW Storage project.

Additional S106 capital funding of £10,975.15 has been awarded which will increase the budget to £112,354.59 once quotes have been approved and the funds have been applied for. This funding excludes S106 revenue funding of £11,540.45 which has also been awarded against this project for running costs and training/mentoring programmes etc. The funding will be added to the accounts when applied for after the council has approved the final project.

* The MUGA at the Jubilee Centre

£26K is held within Strategic Planning Projects – NC 3022 and the MUGA project is still in process.

Additional S106 capital funding of £3,981.29 & £35,935.95 has been awarded which will increase the budget to £65,917.24 once quotes have been approved and the funds have been applied for. This funding excludes S106 revenue funding of £10,876.58 which has also been awarded against this project for running costs and training/mentoring programmes etc. The funding will be added to the accounts when applied for after the council has approved the final project.

* Brook Way Activity Centre Storage

The budget reduction to £30K (N/C 3014) was approved in August for 2 shipping containers with the remaining budget diverted to the Leisure Equipment Project.

1. **Potential Projects for Consideration without an allocated budget**

The main areas for consideration at this stage are detailed below which will impact the Forward Plan depending upon costs unless other existing budgets can be re-allocated, alternate funding sources can be identified including external funding.

* Development of Baileys Court Activity Centre

A working group has recently been established but no budget has been allocated or idea of cost is known at this early stage.

* Contract To Remove Weeds in Gutters

Due to be discussed but no budget has been allocated.

**8.2 Financial Regulations Review**

Following updates to the Public Procurement Regulations, the Financial Regulations require updating from 2021 to 2022 as shown below.

11.10 The Public Procurement (Amendment)(EU Exit) Regulation **2021** shall apply and the terms of the Public Contracts Regulations 2015, including Regulation 110, articles 109-114 in respect of the use of the Contract Finder website and other light touch rules, and the Utilities Contracts Regulations 2015 and any subsequent amendment including thresholds shall be followed. In addition, Procurement Policy Note 08/20 shall also apply in respect of advertising such contracts of work on the Find a Tender website in line with the up-to-date published Government guidance.

The Public Procurement (Amendment)(EU Exit) Regulation **2022**shall apply and the terms of the Public Contracts Regulations 2015, including Regulation 110, articles 109-114 in respect of the use of the Contract Finder website and other light touch rules, and the Utilities Contracts Regulations 2015 and any subsequent amendment including thresholds shall be followed. In addition, Procurement Policy Note 08/20 shall also apply in respect of advertising such contracts of work on the Find a Tender website in line with the up-to-date published Government guidance.

No further amendments are required within the Financial Regulations and Standing Orders will be updated in due course.

Following discussion, Councillor Ben Randles proposed the Financial Regulations amendment from 2021 to 2022, as detailed above, seconded by Councillor James Nelson, carried unanimously.

**8.3 Review of Gas and Electricity Contracts**

Rachel Pullen, RFO/Finance Manager has submitted the following report:

Council’s current gas and electricity supplies for all sites are a on a 3-year fixed rate contract that is due to end on the 30th September 2024 which was approved in March 2021 as an extension to the previous contract that ended on 31st October 2021. By opting to switch in advance, on the recommendation of our utility broker and ahead of the huge price hikes that followed, council has saved thousands of pounds over the term of the current contract.

The Broker has recently been in contact with the RFO as business prices are predicted to increase further over the next decade and gas prices especially are expected to treble over the coming winter period. Based upon the market predictions, the broker is strongly recommending that Council immediately tie in to another 3-year fixed rate contract which will follow on from our existing contract in October 2024 and once locked in, there will not be an option to exit during the term of the contract, which the broker has taken into account when making the recommendation.

The 3-year fixed price deal is recommended as greater longer-term discounts can be offered when compared to the 1 and 2 year options whilst 5 year contracts are not recommended at this point.

The RFO has discussed the position with the broker who has then supplied the report overleaf which recommends moving into a 3-year fixed price contract with British Gas for both the gas and electricity supplies for the period 1/10/ 2024 – 30/9/2027. The costs supplied within the report are correct as of 18th October 2023 but are currently reviewed on a weekly basis by British Gas, every Wednesday, and therefore the prices will almost certainly be slightly different when the formal acceptance is lodged, subject to council approval, on Thursday 26th October. Prices are fluctuating linked to the wholesale markets and to put this into perspective the current quoted prices have both increased today (Wednesday 18th October) – Gas by £653 p/a and electricity by £637 p/a across all 3 sites.

The 5 year Forward Plan had already anticipated a large increase next year when the current contract ends and budgets had been increased accordingly as detailed below.

**COMPARISON OF PROJECTED & CURRENT MARKET GAS & ELECTRICTY BUDGETS**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **ELECTRICITY - £** | | | | **GAS - £** | | | |
| **Site** | **Current 2023/24 Budget -** | **Recent projection linked to current usage** | **Projection for new contract after Sept 2024 – correct @ 18/10/23** | **Current Forward Plan projected budgets for 2025/26** | **Current 2023/24 Budget -** | **Recent projection linked to current usage** | **Projection for new contract after Sept 2024 – correct @ 18/10/23** | **Current Forward Plan projected budgets for 2025/26 -** |
| Jubilee Centre (inc office) | 6,270.00 | 6,409.14 | 12,466.51 | 13,041.60 | 7,000.00 | 5,160.00 | 13,556.79 | 14,560.00 |
| Brook Way | 3,300.00 | 2,625.31 | 4,896.75 | 6,864.00 | 1,980.00 | 1,553.00 | 4,688.20 | 4,118.40 |
| Baileys Court | 5,390.00 | 4,349.87 | 8.205.65 | 11,211.20 | 4,730.00 | 2,823.00 | 7,153.52 | 9838.40 |
| **Total** | **14,960.00** | **13,384.32** | **25,568.90** | **31,116.80** | **13,710.00** | **9,536.00** | **25,398.51** | **28,516.80** |
| Budget surplus between projected cost with new contract and budget allocated within the Forward Plan for 2025/26 | | | 5,547.90 | |  |  | 3,118.29 | |

**OFFICER RECOMMENDATION**

Based upon the information, accept the broker recommendation to accept a 3-year fixed price contract with British Gas for both gas and electricity to protect the longer-term position against larger expected hikes over the next 3 years. The forward budgets can clearly accommodate any possible upward price movements taking place over the next week prior to formal acceptance.

Following discussion, Councillor Natalie Field proposed acceptance of the 3-year fixed price contract with British Gas as detailed above, seconded by Councillor John Bradbury. A vote was taken, 7 in favour, 1 abstention, proposal carried.

**8.4 To receive Direct Debits payment schedule**

The following Direct Debits were approved for payment (and include VAT where appropriate) by Councillor Ben Randles, seconded by Councillor Kulwinder Singh Sappal, carried unanimously.

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **BRADLEY STOKE TOWN COUNCIL** | | | | | | | | | | | | |
|  | **DIRECT DEBIT PAYMENTS 12.09.23-16.10.2023** | | | | | | | | | | | | |
|  | |  | | |  |  |  |  |  |  |  |  |  |
| **Tran No.** | **Date** | | **A/C Ref** | | **Inv Ref** | **Details** | | **Net Amount** | **Tax Amount** | | **Gross Amount** | | **Payment Date** |
| 88003 | 05/09/2023 | | TOTALGAS | | 3007449841 | JC Electricity - August 2023 | | 416.32 | 83.26 | | 499.58 | | 21.09.2023 |
| 88004 | 06/09/2023 | | TOTALGAS | | 3007438335 | JC - Gas 31.05-31.08.23 | | 436.67 | 21.83 | | 458.50 | | 25.09.2023 |
| 88005 | 08/09/2023 | | TOTALGAS | | 3007449852 | BC - Electricity August 2023 | | 396.43 | 79.29 | | 475.72 | | 27.09.2023 |
| 88006 | 08/09/2023 | | TOTALGAS | | 3007449863 | BW - Electricity August 2023 | | 215.57 | 43.11 | | 258.68 | | 27.09.2023 |
| 88007 | 07/09/2023 | | TOTALGAS | | 3007438313 | JC CR - Gas 31.05-31.08.23 | | 58.07 | 2.90 | | 60.97 | | 25.09.2023 |
| 88008 | 07/09/2023 | | TOTALGAS | | 3007438324 | BC - Gas 31.05-31.08.23 | | 294.67 | 14.73 | | 309.40 | | 25.09.2023 |
| 88009 | 09/09/2023 | | TOTALGAS | | 3007438346 | BW - Gas 31.05-31.08.23 | | 256.11 | 12.81 | | 268.92 | | 27.09.2023 |
| 88015 | 31/08/2023 | | BARCLAY | | 010469330823 | Barclay Card Charges August 2023 | | 24.80 | 4.96 | | 29.76 | | 11.09.2023 |
| 88016 | 31/08/2023 | | BARCLAY | | 010469330823 | Barclay Card Charges August 2023 | | 45.47 | 0.00 | | 45.47 | | 11.09.2023 |
| 88020 | 01/09/2023 | | FUELG | | 9336602 | Transit Fuel - WP22WRO - August'23 | | 74.17 | 14.83 | | 89.00 | | 13.09.2023 |
| 86471 | 01/10/2023 | | ADIMAGE | | VI/0606972 | Office - 1/4ly Printer Lease | | 246.92 | 49.38 | | 296.30 | | 02.10.2023 |
| 88024 | 31/08/2023 | | BIFFA | | 472C87262 | JC - Mixed Recycling Collection - August'23 | | 46.00 | 9.20 | | 55.20 | | 02.10.2023 |
| 88025 | 31/08/2023 | | BIFFA | | 472C87261 | JC - General Waste Collection - August'23 | | 131.76 | 26.35 | | 158.11 | | 02.10.2023 |
| 88026 | 31/08/2023 | | BIFFA | | 472C87260 | BW - Mixed Recycling Collection - August'23 | | 46.00 | 9.20 | | 55.20 | | 02.10.2023 |
| 88027 | 31/08/2023 | | BIFFA | | 472C87259 | BW - General Waste Collection - August'23 | | 217.56 | 43.51 | | 261.07 | | 02.10.2023 |
| 88028 | 31/08/2023 | | BIFFA | | 472C87258 | BC - Glass Collection - August'23 | | 35.50 | 7.10 | | 42.60 | | 02.10.2023 |
| 88029 | 31/08/2023 | | BIFFA | | 472C87257 | BC - Mixed Recycling Collection - August'23 | | 46.00 | 9.20 | | 55.20 | | 02.10.2023 |
| 88030 | 31/08/2023 | | BIFFA | | 472C87256 | BC - General Waste Collection - August'23 | | 146.06 | 29.21 | | 175.27 | | 02.10.2023 |
| 87643 | 08/08/2023 | | TOTALGAS | | 3007449852 | BC- Electricity 27/6 - 31/7/23 | | 112.89 | 22.58 | | 135.47 | | 02.10.2023 |
| 88205 | 02/10/2023 | | FUELG | | 9462191 | Transit Fuel - WP22WRO & 2 x Ad Blue | | 101.53 | 20.30 | | 121.83 | | 13.10.2023 |
| 88206 | 02/10/2023 | | FUELG | | 9462191 | Transit Fuel - WP22WRO | | 81.67 | 16.33 | | 98.00 | | 13.10.2023 |
| 88208 | 30/09/2023 | | MAINST | | 1098747 | JC Call Charges - Sept'23 | | 1.24 | 0.25 | | 1.49 | | 16.10.2023 |
| 88209 | 30/09/2023 | | MAINST | | 1099897 | Office - SIP&DDI Line Rental 22/09-21/12/23 & August Calls | | 158.43 | 31.68 | | 190.11 | | 16.10.2023 |
| 88250 | 30/09/2023 | | TVLICENC | | 3314425146 | BW - TV Licence 01.10.23-30.09.24 | | 159.00 | 0.00 | | 159.00 | | 02.10.2023 |
| 88276 | 30/09/2023 | | BARCLAY | | 010469330923 | Barclays Card Charges - September 2023 | | 24.80 | 4.96 | | 29.76 | | 10.10.2023 |
| 88277 | 30/09/2023 | | BARCLAY | | 010469330923 | Barclays Card Charges - September 2023 | | 20.00 | 0.00 | | 20.00 | | 10.10.2023 |
| 88279 | 07/10/2023 | | PIT002 | | BL06499521 | Franking Machine - 1/4ly Leasing & Maintenance | | 57.60 | 11.52 | | 69.12 | | 11.10.2023 |
| **Tran No.** | **Date** | | **A/C Ref** | | **Inv Ref** | **Details** | | **Net Amount** | **Tax Amount** | | **Gross Amount** | | **Payment Date** |
| 88293 | 31/08/2023 | | ADIMAGE1 | | 40113 | Printer Consumables - August 23 | | 237.84 | 47.57 | | 285.41 | | 05.10.2023 |
| 88297 | 31/08/2023 | | MAINST | | 1097187 | Office - Call Charges - July 23 | | 3.48 | 0.70 | | 4.18 | | 14.09.2023 |
| 88298 | 31/08/2023 | | MAINST | | 1096091 | JC - Call Charges - August 23 | | 0.97 | 0.19 | | 1.16 | | 14.09.2023 |
| 88022 | 11/08/2023 | | VODAFONE | | 691566353015 | 9 Mobile Phone Networks - August 23 | | 151.30 | 30.26 | | 181.56 | | 26.09.2023 |
| 88201 | 01/10/2023 | | INTY001 | | INV00627724 | Email Charges - Sept 2023 | | 169.94 | 33.99 | | 203.93 | | 09.10.2023 |
|  | | | | | | | **Totals** | **39136.88** | **4019.10** | | **43155.98** | |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Transactions from Barclays Select Cards - September Statement - Paid by DD 04.10.2023** | | | | | | | | | | | | | |
| **Tran No.** | **Date** | | **A/C Ref** | | **Inv Ref** | **Details** | | **Net Amount** | **Tax Amount** | | **Gross Amount** | | **Payment Date** |
| 88218 | 14/09/2023 | | BARCSEL | | 6JH | Tools - Circular Brushless Saw & Battery | | 183.32 | 36.66 | | 219.98 | | 04.10.2023 |
| 88219 | 15/09/2023 | | BARCSEL | | 6JH | BW - Paint for Corridors & Entrance | | 60.00 | 12.00 | | 72.00 | | 04.10.2023 |
| 88220 | 19/09/2023 | | BARCSEL | | 6JH | BW - Decorating Equipment - Roller, Tape, Paint Brush | | 82.08 | 16.42 | | 98.50 | | 04.10.2023 |
| 88221 | 26/09/2023 | | BARCSEL | | 5SP | BC - 100 New Rear Feet Coverings for Chairs | | 50.00 | 10.00 | | 60.00 | | 04.10.2023 |
| 88222 | 01/09/2023 | | BARCSEL | | 8WD | Playground - Bolt Covers - 160 Piece | | 10.83 | 2.16 | | 12.99 | | 04.10.2023 |
| 88223 | 06/09/2023 | | BARCSEL | | 8WD | BC - Skip - Removal of Rubbish & Decking | | 365.00 | 73.00 | | 438.00 | | 04.10.2023 |
| 88224 | 07/09/2023 | | BARCSEL | | 8WD | All Sites - 7 x Heavy Duty CPSO Padlocks | | 78.93 | 15.79 | | 94.72 | | 04.10.2023 |
| 88225 | 08/09/2023 | | BARCSEL | | 8WD | JC - Hose Pipe Wall Fitting Kit | | 6.65 | 1.33 | | 7.98 | | 04.10.2023 |
| 88226 | 11/09/2023 | | BARCSEL | | 8WD | Tools - Replacement Pick & Wrecking Bar | | 56.62 | 11.32 | | 67.94 | | 04.10.2023 |
| 88227 | 14/09/2023 | | BARCSEL | | 8WD | BC - Door Bell Set & Batteries for Abacus Outside Door | | 15.82 | 3.16 | | 18.98 | | 04.10.2023 |
| 88228 | 15/09/2023 | | BARCSEL | | 8WD | BW - Extension Lead for New Fridge | | 3.49 | 0.70 | | 4.19 | | 04.10.2023 |
| 88229 | 19/09/2023 | | BARCSEL | | 8WD | BW - 10L Paint, Roller Set for Decorating | | 90.21 | 18.04 | | 108.25 | | 04.10.2023 |
| 88230 | 20/09/2023 | | BARCSEL | | 8WD | BW - Replacement Door Handle for Room A Storage Room | | 8.98 | 1.80 | | 10.78 | | 04.10.2023 |
| 88231 | 21/09/2023 | | BARCSEL | | 8WD | BC - Tyres Found In Skip - Extra Charge | | 45.00 | 9.00 | | 54.00 | | 04.10.2023 |
| 88232 | 05/09/2023 | | BARCSEL | | 7GB | Youth Session - Food Supplies | | 29.25 | 0.00 | | 29.25 | | 04.10.2023 |
| 88233 | 05/09/2023 | | BARCSEL | | 7GB | Youth Sessions - Paper Cups x 1000 | | 66.44 | 13.29 | | 79.73 | | 04.10.2023 |
| 88234 | 07/09/2023 | | BARCSEL | | 7GB | Youth Session - Food Supplies | | 23.38 | 0.00 | | 23.38 | | 04.10.2023 |
| 88235 | 12/09/2023 | | BARCSEL | | 7GB | Youth Session - Food Supplies | | 13.45 | 0.00 | | 13.45 | | 04.10.2023 |
| 88236 | 14/09/2023 | | BARCSEL | | 7GB | Youth Session - Food Supplies | | 17.29 | 0.00 | | 17.29 | | 04.10.2023 |
| 88237 | 19/09/2023 | | BARCSEL | | 7GB | Youth Session - Food Supplies | | 11.95 | 0.00 | | 11.95 | | 04.10.2023 |
| 88238 | 21/09/2023 | | BARCSEL | | 7GB | Youth Session - Food Supplies | | 28.35 | 0.00 | | 28.35 | | 04.10.2023 |
| **Transactions from Barclays Select Cards - September Statement - Paid by DD 04.10.2023** | | | | | | | | | | | | | |
| **Tran No.** | **Date** | | **A/C Ref** | | **Inv Ref** | **Details** | | **Net Amount** | **Tax Amount** | | **Gross Amount** | | **Payment Date** |
| 88239 | 26/09/2023 | | BARCSEL | | 7GB | Youth Session - Food Supplies | | 11.98 | 0.00 | | 11.98 | | 04.10.2023 |
| 88240 | 26/09/2023 | | BARCSEL | | 7GB | Youth Sessions - Frying Pan & Timer | | 11.38 | 2.27 | | 13.65 | | 04.10.2023 |
| 88270 | 04/09/2023 | | BARCSEL | | 8PF | Office - Milk & Biscuits for Council Meeting | | 3.00 | 0.00 | | 3.00 | | 04.10.2023 |
| 88271 | 04/09/2023 | | BARCSEL | | 8PF | Office - Biscuits for Council Meeting | | 4.92 | 0.98 | | 5.90 | | 04.10.2023 |
| 88272 | 13/09/2023 | | BARCSEL | | 8PF | BW - New Fridge for Kitchen | | 215.83 | 43.17 | | 259.00 | | 04.10.2023 |
| 88059 | 12/09/2023 | | BARCSEL | | 7JH | BW - Spray Pump for Garden Fence | | 22.44 | 4.49 | | 26.93 | | 04.10.2023 |
| 88060 | 12/09/2023 | | BARCSEL | | 7JH | BC - Spray Pump for Bowls Green | | 22.44 | 4.49 | | 26.93 | | 04.10.2023 |
|  |  |  |  |  |  | **Statement Totals:** | | **1539.03** | **280.07** | | **1819.10** | |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **CREDITS & REFUNDS DEDUCTED FROM BARCLAYS SELECT SEPTEMBER STATEMENT** | | | | | | | | | | |  |  |  |
| 88211 | 26/08/2023 | | BARCSEL | |  | 0 | Lux Reward Cashback - 8WD | | 0.00 | | 0.95 | |  |
| 88213 | 12/09/2023 | | BARCSEL | |  | 0 | Lux Reward Cashback - 8WD | | 0.00 | | 0.40 | |  |
| 88214 | 22/09/2023 | | BARCSEL | |  | 0 | Lux Reward Cashback - 8WD | | 0.00 | | 0.21 | |  |
| 88215 | 22/09/2023 | | BARCSEL | |  | 0 | Lux Reward Cashback - 8WD | | 0.00 | | 0.95 | |  |
| 88216 | 22/09/2023 | | BARCSEL | |  | 0 | Lux Reward Cashback - 8WD | | 0.00 | | 0.54 | |  |
| 88217 | 22/09/2023 | | BARCSEL | |  | 0 | Lux Reward Cashback - 6JH | | 0.00 | | 11.00 | |  |
| 88244 | 11/09/2023 | | BARCSEL | |  | 0 | Refund for Skip Hire - Sage Ref 88223 | |  | | 42.00 | |  |
|  |  |  |  |  |  | **Total DD Paid:** | | | | | **1763.05** | |  |

**8.5 To approve Bills for payment**

The following Bills were approved for payment (and include VAT where appropriate) by Councillor Natalie Field, seconded by Councillor Ben Randles, carried unanimously.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **BRADLEY STOKE TOWN COUNCIL** | | | | | |
| **MONTHLY EXPENDITURE - 25th October 2023 - Finance** | | | | | |
|  | | | | | |
| **SALARIES** | | | | | **Net Amount** |
| 23/10/2023 | Oct Net Salaries Via Payflow | | | | 25,206.42 |
|  | | | | | |
| **SUPPLIERS** | | | | | |
|  | A1 Maintenance Ltd | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 01/04/2023 | 1370 | BC - 23/24 Building Maintenance - paid monthly | 683.33 | 136.66 | 819.99 |
| 01/04/2023 | 1370 | BW - 23/24 Building Maintenance - paid monthly | 370.83 | 74.16 | 444.99 |
| 01/04/2023 | 1370 | JC - 23/24 Building Maintenance - paid monthly | 333.33 | 66.67 | 400.00 |
| 01/04/2023 | 1370 | Office - 23/24 Building Maintenance - paid monthly | 125.00 | 25.00 | 150.00 |
| 01/04/2023 | 1370 | JC CR - 23/24 Building Maintenance - paid monthly | 320.83 | 64.17 | 385.00 |
| 01/04/2023 | 1370 | Skate Park - 23/24 Building Maintenance - paid monthly | 79.16 | 15.83 | 94.99 |
| 30/06/2023 | 1400 | BC - Replace & supply LED light in changing room | 120.00 | 24.00 | 144.00 |
| 14/07/2023 | 1408 | JC - Replace 2 spotlights in foyer | 160.00 | 32.00 | 192.00 |
| 24/08/2023 | 1422 | BC - Replace extractor fan switch | 195.00 | 39.00 | 234.00 |
| 27/09/2023 | 1430 | BC Repair boiler flue (vandalism) | 85.00 | 17.00 | 102.00 |
| 05/10/2023 | 1437 | BC - Snag fire door seals | 135.00 | 27.00 | 162.00 |
| 05/10/2023 | 1437 | BW - Snag fire door seals | 135.00 | 27.00 | 162.00 |
|  | | **Account Totals:** | 2742.48 | 548.49 | 3290.97 |
|  | AMBIENCE LANDSCAPES LTD | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 30/09/2023 | 20108 | Street Maintenance - Sept 23 | 1272.87 | 254.57 | 1527.44 |
|  | | **Account Totals:** | 1272.87 | 254.57 | 1527.44 |
|  | AVON SPORTSGROUND MAINTENANCE CO | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 30/09/2023 | SI-822272 | BC - Bowls Green Maintenance - Sept 23 | 668.43 | 133.69 | 802.12 |
|  | | **Account Totals:** | 668.43 | 133.69 | 802.12 |
|  | BATH & NORTH EAST SOMERSET COUNCIL | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 16/10/2023 | OctSalary | Oct 23 - Pension | 6772.72 | 0.00 | 6772.72 |
| 16/10/2023 | OctSalary | Oct 23 - Pension Deficit Refund | -525.00 | 0.00 | -525.00 |
|  | | **Account Totals:** | 6247.72 | 0.00 | 6247.72 |
|  | BDO LLP | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 12/09/2023 | INV- 00422422 | 2022/23 - External Audit | 2100.00 | 420.00 | 2520.00 |
|  | | **Account Totals:** | 2100.00 | 420.00 | 2520.00 |
|  | MATTERS MAGAZINES | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 14/03/2023 | 22/2992 | 2023/24 - Annual advertising - Paid Monthly | 62.29 | 12.46 | 74.75 |
|  | | **Account Totals:** | 62.29 | 12.46 | 74.75 |
|  | Bradley Stoke Youth Football Club | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 16/10/2023 | SLA 23/24 | BSYFC - 2023/24 SLA | 2300.00 | 0.00 | 2300.00 |
|  | | **Account Totals:** | 2300.00 | 0.00 | 2300.00 |
|  | Water2Business | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 15/09/2023 | 13227560 | JC - Water 22/3 - 14/9/23 | 737.37 | 0.00 | 737.37 |
| 15/09/2023 | 11612883 | JC CR - Water - 22/3 - 14/9/23 | 257.49 | 0.00 | 257.49 |
| 28/09/2023 | 11680097 | BW - Water 15/3 - 28/9/23 | 355.31 | 0.00 | 355.31 |
|  | | **Account Totals:** | 1350.17 | 0.00 | 1350.17 |
|  | BS1 FIRE & SECURITY | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 01/10/2023 | SI19194 | BW - Shutter Maintenance - Oct 23 | 4.92 | 0.98 | 5.90 |
| 01/10/2023 | SI19194 | Office - Shutter Maintenance - Oct 23 | 24.59 | 4.92 | 29.51 |
| 01/10/2023 | SI19194 | BC - Shutter Maintenance - Oct 23 | 37.71 | 7.54 | 45.25 |
| 01/10/2023 | SI19194 | JC - Shutter Maintenance - Oct 23 | 32.78 | 6.56 | 39.34 |
| 01/10/2023 | SI19210 | Office - Intruder, fire alarms & CCTV - Oct 23 | 56.45 | 11.29 | 67.74 |
| 01/10/2023 | SI19210 | JC - Intruder, fire alarms & CCTV - Oct 23 | 78.80 | 15.76 | 94.56 |
| 01/10/2023 | SI19210 | BW - Intruder, fire alarms & CCTV - Oct 23 | 87.54 | 17.51 | 105.05 |
| 01/10/2023 | SI19210 | BC - Intruder, fire alarms & CCTV - Oct 23 | 95.10 | 19.02 | 114.12 |
| 01/10/2023 | SI19211 | Skate Park - Intruder, fire alarms + CCTV - Oct 23 | 55.92 | 11.18 | 67.10 |
|  | | **Account Totals:** | 473.81 | 94.76 | 568.57 |
|  | MR J BUDD | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 07/10/2023 | Sept/Oct | Office - Window cleaner - 18/9/25 | 20.00 | 0.00 | 20.00 |
| 07/10/2023 | Sept/Oct | JC - Window cleaner - 18/925 | 65.00 | 0.00 | 65.00 |
| 07/10/2023 | Sept/Oct | BW - Window cleaner - 2/10/23 | 50.00 | 0.00 | 50.00 |
| 07/10/2023 | Sept/Oct | BC - Window cleaner - 2/10/23 | 60.00 | 0.00 | 60.00 |
|  | | **Account Totals:** | 195.00 | 0.00 | 195.00 |
|  | CONCORD HOMECARE LIMITED | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 30/09/2023 | CINV-572 | Office - Cleaning - Sept 23 | 357.50 | 71.50 | 429.00 |
| 30/09/2023 | CINV-572 | JC - Cleaning - Sept 23 | 858.00 | 171.60 | 1029.60 |
| 30/09/2023 | CINV-572 | BW - Cleaning - Sept 23 | 715.00 | 143.00 | 858.00 |
| 30/09/2023 | CINV-572 | BC - Cleaning - Sept 23 | 858.00 | 171.60 | 1029.60 |
| 30/09/2023 | CINV-572 | Skate Park - Cleaning - Sept 23 | 143.00 | 28.60 | 171.60 |
| 30/09/2023 | CINV-572 | JC - Cleaning - Sept 23 | 357.50 | 71.50 | 429.00 |
|  | | **Account Totals:** | 3289.00 | 657.80 | 3946.80 |
|  | Bradley Stoke Cricket Club | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 17/10/2023 | BC092023 | BC - Cricket Wicket Maintenance - Sept 23 | 745.83 | 0.00 | 745.83 |
|  | | **Account Totals:** | 745.83 | 0.00 | 745.83 |
|  | Doug Hillard Sports Shop | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 25/09/2023 | INV2006 | Staff Workwear - 1 Body Warmer | 31.00 | 6.20 | 37.20 |
| 25/09/2023 | INV2007 | Staff Workwear - 1 Fleece | 24.00 | 4.80 | 28.80 |
|  | | **Account Totals:** | 55.00 | 11.00 | 66.00 |
|  | Gary Woodland | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 30/09/2023 | INV201904188 | Youth Support - Tuesday sessions - Aug/Sep | 287.00 | 0.00 | 287.00 |
| 30/09/2023 | INV201904189 | Youth Support - Various sessions - Aug 23 | 363.49 | 0.00 | 363.49 |
| 30/09/2023 | INV201904190 | Youth Support - Thursday sessions - Sept 23 | 700.06 | 0.00 | 700.06 |
|  | | **Account Totals:** | 1350.55 | 0.00 | 1350.55 |
|  | GB Sport & Leisure | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 12/09/2023 | 13528 | Beacon Play Area - Remove, repair and re-install rodeo board | 640.00 | 128.00 | 768.00 |
|  | | **Account Totals:** | 640.00 | 128.00 | 768.00 |
|  | HMRC Cumbernauld | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 16/10/2023 | OctSalary | Oct 23 - Tax/NI | 8198.09 | 0.00 | 8198.09 |
| 16/10/2023 | OctSalary | Oct 23 - HMRC Interest Credit re 22/23 year end adjustment | -0.82 | 0.00 | -0.82 |
|  | | **Account Totals:** | 8197.27 | 0.00 | 8197.27 |
|  | KN Office Supplies Ltd | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 29/09/2023 | I123552 | Office - Stationery | 11.62 | 2.32 | 13.94 |
| 29/09/2023 | I123552 | Office - Printer paper | 113.73 | 22.75 | 136.48 |
| 09/10/2023 | I124331 | Transit Van - 1st Aid Kit | 22.00 | 4.40 | 26.40 |
| 16/10/2023 | I124942 | BW - Fire Action & Extinguisher Signs | 9.10 | 1.82 | 10.92 |
| 16/10/2023 | I124942 | Office - Printer paper | 16.98 | 3.39 | 20.37 |
| 16/10/2023 | I24943 | Office - Batteries | 21.24 | 4.24 | 25.48 |
|  | | **Account Totals:** | 194.67 | 38.92 | 233.59 |
|  | Magic Cleaning Solutions Ltd | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 28/09/2023 | I16127 | All Sites - Black refuse bags | 72.90 | 14.58 | 87.48 |
| 17/10/2023 | I16319 | BW - Toilet rolls, blue roll, hand towels | 100.88 | 20.18 | 121.06 |
|  | | **Account Totals:** | 173.78 | 34.76 | 208.54 |
|  | **ONE OFF SUPPLIERS - BY INTERNET PAYMENT** | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 18/09/2023 | 17128/20308 | Beaver Doors - BC - Repair main entrance shutter | 80.00 | 16.00 | 96.00 |
| 17/10/2023 | 17160/20336 | Beaver Doors - BC - Repair shutters | 80.00 | 16.00 | 96.00 |
|  | | **Account Totals:** | 160.00 | 32.00 | 192.00 |
|  | | | | | |
| 16/10/2023 | GA497 | Castle School Friends - 23/24 Grant Aid | 280.00 | 0.00 | 280.00 |
|  | | | | | |
| 16/10/2023 | GA498 | Hedgehog Rescue - 23/24 Grant Aid | 500.00 | 0.00 | 500.00 |
|  | | | | | |
| 16/10/2023 | GA499 | BS Bowls Club - 23/24/ Grant Aid | 500.00 | 0.00 | 500.00 |
|  | | | | | |
| 20/09/2023 | Reimbursement | Cllr N. Field - Refund for red dress dye re Int Womens Day | 32.86 | 6.58 | 39.44 |
|  | | | | | |
| 27/09/2023 | 9226 | Southern Plasticlad - BC - Roof repair | 1625.00 | 325.00 | 1950.00 |
|  | | | | | |
| 21/07/2023 | INV-1061 | Street Doctors - Youth - 1st Aid Training | 200.00 | 0.00 | 200.00 |
|  | | | | | |
| 25/09/2023 | 2023/24 | A. Traczuk - Allotment Funding 23/24 | 40.00 | 0.00 | 40.00 |
|  | | | | | |
| 06/10/2023 | 2023/24 | C. Smith - Allotment Funding 23/24 | 40.00 | 0.00 | 40.00 |
|  | | | | | |
| 10/09/2023 | 2023/24 | J. Reeman - Allotment Funding 23/24 | 20.00 | 0.00 | 20.00 |
|  | | | | | |
| 27/09/2023 | 2023/24 | E. Moriarty - Allotment Funding 23/24 | 40.00 | 0.00 | 40.00 |
|  | | | | | |
| 16/10/2023 | 2023/24 | A. Caress - Allotment Funding 23/24 | 40.00 | 0.00 | 40.00 |
|  | | | | | |
|  | PRESTIGE GROUNDS LTD | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 15/10/2023 | 1645 | JC - Ground Maintenance - July - Sept 23 | 3291.00 | 658.20 | 3949.20 |
| 15/10/2023 | 1645 | BC - Ground Maintenance - July - Sept 23 | 2305.75 | 461.15 | 2766.90 |
| 15/10/2023 | 1645 | BW - Ground Maintenance - July - Sept 23 | 396.24 | 79.24 | 475.48 |
| 15/10/2023 | 1645 | Skate Park - Ground Maintenance - July - Sept 23 | 200.00 | 40.00 | 240.00 |
|  | | **Account Totals:** | 6192.99 | 1238.59 | 7431.58 |
|  | SEVERN AMBULANCE & MEDICAL SERVICES | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 04/10/2023 | BSTC9551 | Firework Event- Paramedic | 200.00 | 0.00 | 200.00 |
| 04/10/2023 | BSTC9551 | Firework Event- 1st Aid Cover | 360.00 | 0.00 | 360.00 |
|  | | **Account Totals:** | 560.00 | 0.00 | 560.00 |
|  | SOLTECH IT LTD | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 27/09/2023 | 25214 | Office - P. Francis new computer 3 year warranty | 59.00 | 11.80 | 70.80 |
| 05/10/2023 | 25214 | Office - P. Francis new desktop computer | 599.00 | 119.80 | 718.80 |
| 05/10/2023 | 25257 | IT Contract 22/10 - 2/11/23 | 150.00 | 30.00 | 180.00 |
|  | | **Account Totals:** | 808.00 | 161.60 | 969.60 |
|  | SPHERE LEISURE BRADLEY STOKE | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 03/10/2023 | 003472 | Skate Park - Electricity Charges July - Sept 23 | 74.30 | 14.86 | 89.16 |
|  | | **Account Totals:** | 74.30 | 14.86 | 89.16 |
|  | Sprint Print & Design | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 09/10/2023 | 27464 | Scarecrow Trail - Artwork and print 1000 maps | 205.00 | 41.00 | 246.00 |
|  | | **Account Totals:** | 205.00 | 41.00 | 246.00 |
|  | SOUTH GLOUCESTERSHIRE COUNCIL | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 20/09/2023 | 3805376179 | Graffiti removal - 44 Diana Gardens | 96.70 | 19.34 | 116.04 |
| 20/09/2023 | 3805376179 | Graffiti removal - 77 Snowberry Close | 96.70 | 19.34 | 116.04 |
| 21/09/2023 | 1401617793 | BW - Annual Premises Licence 4/10/23 - 3/10/24 | 180.00 | 0.00 | 180.00 |
|  | | **Account Totals:** | 373.40 | 38.68 | 412.08 |
|  | TWO THIRDS .CO.UK | | |  | |
| **Date** | **Ref** | **Details** | **Net Amount** | **Tax Amount** | **Gross Amount** |
| 30/09/2023 | 1564 | Website Support - Q2 Additional hours 23/24 | 242.50 | 48.50 | 291.00 |
| 30/09/2023 | 1565 | Website Support - Q3 23/24 | 395.00 | 79.00 | 474.00 |
|  | | **Account Totals:** | 637.50 | 127.50 | 765.00 |
|  | | **Supplier Totals:** | **44387.92** | **4320.26** | **48708.18** |

9 Date and time of next meeting

Wednesday 22nd November 2023 at 6.30pm

The Meeting closed at 7.25pm

APPENDIX A

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **2019/20 - Audited Figures** | **% change** | **2020/21 Audited Figures** | **% change** | **2021/22 Audited Figures** | **% change** | **Approved Budget 2022/23** | **% change** | **Projected Budget 2023/24** | **% change** | **2024/25 - Projected Budget** | **% change** | **2025/26 - Projected Budget** | **% change** | **2026/27 - Projected Budget** | **% change** | **2027/28 - Projected Budget** | **% change** |  |  |  |
| **INCOME** |  |  |  |
| Bank Interest/  Investment/Grant Income | **£11,697** | -5% | £76,319 | 552% | £24,427 | -68% | £72,359 | 9% | £35,900 | -50% | £15,200 | -58% | £15,500 | 2% | £15,500 | 0% | £15,500 | 0% |  |  |  |
| Public Works Loan | **£0** | 0% | £0 | 0% | £0 | 0% | £0 | 0% | £0 | 0% | £0 | 0% | £0 | 0% | £0 | 0% | £0 | 0% |  |  |  |
| Activity Centres Income | **£137,025** | -4% | £71,522 | -48% | £132,711 | 86% | £147,535 | 11% | £149,500 | 1% | £152,490 | 2% | £155,540 | 2% | £158,651 | 2% | £161,824 | 2% |  |  |  |
| Training & Other Income | **£2,771** | 12% | £446 | -84% | £3,471 | 679% | £45,429 | 1209% | £3,220 | -93% | £1,220 | -62% | £1,220 | 0% | £1,220 | 0% | £1,220 | 0% |  |  |  |
| **Total Income (exc. precept etc)** | **£151,494** | **-4%** | **£148,286** | **-2%** | **£160,609** | **8%** | **£265,322** | **65%** | **£188,620** | **-29%** | **£168,910** | **-10%** | **£172,260** | **2%** | **£175,371** | **2%** | **£178,544** | **2%** |  |  |  |
| **EXPENDITURE** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Non Activity Centre Costs | £655,481 | 13% | £607,673 | -7% | £641,320 | 6% | £648,645 | 1% | £752,161 | 16% | £739,157 | -2% | £760,025 | 3% | £781,369 | 3% | £803,395 | 3% |  |  |  |
| Community/ Firework Events | £32,270 | 2% | £11,859 | -63% | £16,119 | 36% | £34,440 | 114% | £28,460 | -17% | £38,030 | 34% | £38,391 | 1% | £38,763 | 1% | £39,146 | 1% |  |  |  |
| Grants and Other Funding | £30,719 | -13% | £23,599 | -23% | £21,108 | -11% | £28,301 | 34% | £41,677 | 47% | £41,677 | 0% | £41,677 | 0% | £41,677 | 0% | £41,677 | 0% |  |  |  |
| **Office Expenditure** | **£718,470** |  | **£643,131** |  | **£678,547** |  | **£711,386** |  | **£822,298** |  | **£818,865** |  | **£840,093** |  | **£861,809** |  | **£884,218** |  |  |  |  |
| Bradley Stoke Jubilee Centre | £77,123 | -1% | £74,660 | -3% | £76,235 | 2% | £93,199 | 22% | £103,621 | 11% | £109,785 | 6% | £122,729 | 12% | £125,675 | 2% | £128,717 | 2% |  |  |  |
| Brook Way Activity Centre | £42,572 | 9% | £34,767 | -18% | £35,042 | 1% | £34,671 | -1% | £46,504 | 34% | £49,148 | 6% | £54,457 | 11% | £55,863 | 3% | £57,317 | 3% |  |  |  |
| Baileys Court Activity Centre | £82,781 | 1% | £82,296 | -1% | £79,750 | -3% | £83,269 | 4% | £101,904 | 22% | £107,488 | 5% | £118,671 | 10% | £122,263 | 3% | £124,944 | 2% |  |  |  |
| **Activity Centres Running Costs** | **£202,475** |  | **£191,723** |  | **£191,027** |  | **£211,139** |  | **£252,029** |  | **£266,421** |  | **£295,856** |  | **£303,800** |  | **£310,978** |  |  |  |  |
| New Assets | £13,775 | -69% | £7,591 | -45% | £53,464 | 604% | £80,298 | 50% | £25,400 | -68% | £18,050 | -29% | £18,050 | 0% | £18,050 | 0% | £18,050 | 0% |  |  |  |
| Planned Projects | £54,849 | 0% | -£583 | 0% | £497 | 0% | £88,266 | 0% | £20,085 | 0% | £0 | 0% | £0 | 0% | £0 | 0% | £0 | 0% |  |  |  |
| **Total Expenditure as per budget** | **£989,570** | **3%** | **£841,863** | **-15%** | **£923,535** | **10%** | **£1,091,089** | **18%** | **£1,119,813** | **3%** | **£1,103,336** | **-1%** | **£1,153,999** | **5%** | **£1,183,659** | **3%** | **£1,213,246** | **2%** |  |  |  |
| Adjustments to/from Reserves at Year End | -£182,953 |  | £214,006 |  | £85,910 |  | -£50,025 |  | -£99,005 |  | -£83,580 |  | -£130,000 |  | £8,000 |  | £4,000 |  |  |  |  |
| **Total budget + reserve adjustment** | **£806,616** | **-10%** | **£1,055,869** | **31%** | **£1,009,445** | **-4%** | **£1,041,064** | **3%** | **£1,020,807** | **-2%** | **£1,019,757** | **0%** | **£1,023,999** | **0%** | **£1,191,659** | **16%** | **£1,217,246** | **2%** |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **SHORTFALL** | 2019/20 - Audited Figures | % change | 2020/21 Audited Figures | % change | 2021/22 Audited Figures | % change | Approved Budget 2022/23 | % change | Projected Budget 2023/24 | % change | 2024/25 - Projected Budget | % change | 2025/26 - Projected Budget | % change | 2026/27 - Projected Budget | % change | 2027/28 - Projected Budget | % change |  |  |  |
| Difference Between Income and Expenditure | £694,948 | -11% | £907,583 | 31% | £848,836 | -6% | £775,742 | -9% | £832,187 | 7% | £850,847 | 2% | £851,740 | 0% | £1,016,289 | 19% | £1,038,702 | 2% |  |  |  |
| **LESS/PLUS:** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Confirmed/Estimated Previous Year End Balance C/FWD | **£82,892.92** |  | **£189,290.01** |  | **£97,247.29** |  | **£60,092.68** |  | **£95,212.60** |  | **£79,150.30** |  | **£66,607.49** |  | **£74,961.74** |  | **-£59,601.79** |  |  |  |  |
| Full Budget Funding Shortfall | **£612,054.99** |  | **£718,292.71** |  | **£751,588.32** |  | **£715,649.40** |  | **£736,974.70** |  | **£771,696.20** |  | **£785,132.20** |  | **£941,326.82** |  | **###########** |  |  |  |  |
| **Less Local Council Tax Scheme Grant Funding** confirmed/projected by Sth Glos | **£2,347.00** |  | **£0.00** |  | **£0.00** |  | **£0.00** |  | **£0.00** |  | **£0.00** |  | **£0.00** |  | **£0.00** |  | **£0.00** |  | LCTR Funding was withdrawn from 2020/21 onwards | | |
| Approved/Estimated Precept per Band D property | **£115.78** | **0.00%** | **£116.94** | **1.00%** | **£116.94** | **0.00%** | **£116.94** | 0.00% | **£116.94** | 0.00% | **£117.52** | 0.50% | **£118.11** | 0.50% | **£118.70** | 0.50% | **£119.30** | 0.50% | **Precept forecast @ 0.5% for 2024/25 & thereafter** | | |
| Approved/Estimated Sth Glos Tax Base | **6901** |  | **6974** |  | **6941** |  | **6934** |  | **6979** |  | **7133** |  | **7282** |  | **7428** |  | **7428** |  | SGC indicative Tax Base figures applied to 2024/25 onwards as published December 2022 by SGC | | |
| **Approved/Estimated Total Precept Income** | **£798,998.00** |  | **£815,540.00** |  | **£811,680.54** |  | **£810,861.96** |  | **£816,124.26** |  | **£838,303.69** |  | **£860,093.94** |  | **£881,725.03** |  | **£886,133.66** |  |  |  |  |
| Approved/Projected Total Precept and Local Tax Grant Funding | £801,345.00 |  | £815,540.00 |  | £811,681.00 |  | £810,862.00 |  | £816,125.00 |  | £838,303.69 |  | £860,093.94 |  | £881,725.03 |  | £886,133.66 |  |  |  |  |
| **Projected year end position to C/FWD (excluding shortfall funding from year end reserves)** | **£189,290.01** |  | **£97,247.29** |  | **£60,092.68** |  | **£95,212.60** |  | **£79,150.30** |  | **£66,607.49** |  | **£74,961.74** |  | **-£59,601.79** |  | **-£212,170.55** |  |  |  |  |
|  | The tax base and LCTR figures are based upon approved figures from Sth Glos in Dec 2018. The final precept was approved by Council in January 2019 with a 0% increase. | | The tax base and LCTR figures are based upon approved figures from Sth Glos in Dec 2019. The final precept was approved by Council in January 2020 with a 1% increase. | | The tax base and LCTR figures are based upon approved figures from Sth Glos in Dec 2020. The final precept was approved by Council in January 2021 with a 0% increase. | | The tax base and LCTR figures are based upon approved figures from Sth Glos in Dec 2021. The final precept was approved by Council in January 2022 with a 0% increase. | | The tax base figure is based upon approved figures from Sth Glos in Dec 2022. The final precept was approved by Council in January 2023 with a 0% increase. | | This projection has applied the Sth Glos projected tax base of as issued in December 2022 - These assumptions will be considered by Council in January 2024 when finalised figures are available | | This projection has applied the 2025/26 Sth Glos projected tax base as issued in December 2022- These assumptions will be considered by Council in January 2025 when finalised figures are available | | This projection has applied the 2026/27 Sth Glos projected tax base of as issued in December 2022 - These assumptions will be considered by Council in January 2026 when finalised figures are available | | This projection has applied the 2027/28 Sth Glos projected tax base of as issued in December 2022 - These assumptions will be considered by Council in January 2027 when finalised figures are available | |  |  |  |

**APPENDIX B**

**ENERGY BROKER REPORT & RECOMMENDATIONS**

**Energy Market Commentary:**

Since your last contract was agreed upon in 2021, I wanted to provide you with an update on the changes in the energy market and explain why our energy strategy for Bradley Stoke Town Council will offer you budget certainty and price protection for the period up to 30/09/2027 (36m). Over the past few years, we have witnessed significant shifts in the energy landscape, leading to an increase in both wholesale and non-commodity costs (third party charges). There are several factors contributing to these changes:

1. Global Market Dynamics: The energy market is influenced by global events and geopolitical factors.

Fluctuations in the prices of oil, natural Gas, and coal, which are key energy sources, have a direct impact on wholesale energy prices.

1. Renewable Energy Transition: The ongoing transition towards renewable energy sources, such as

wind and solar, involves substantial investments in infrastructure and technology. While renewable energy is a sustainable choice, the initial costs and integration challenges can impact the overall energy pricing.

1. Network and Distribution Costs: Maintaining and upgrading energy networks and infrastructure is essential for a reliable supply. These costs are recovered through non-commodity charges, which have experienced an upward trend due to the need for infrastructure improvements and regulatory requirements.

**Considering these factors, our energy strategy recommendation will offer you several benefits:**

1. Budget Certainty: By locking in your new contracts now, you can establish a fixed price for your energy consumption over the next few years. This will allow you to plan your budget more accurately, avoiding any unforeseen increases in your energy costs.
2. Price Protection: The energy market is subject to many price fluctuations and by locking in your contracts now, you will be shielded from future price fluctuations. This protection ensures that you will not be affected by any upward price movements during the specified supply period.
3. Stable Energy Supply: By maintaining a medium-term energy contract, you can ensure a stable and reliable energy supply for your operations. This stability is crucial for business continuity and minimises the risk of disruptions due to market changes and price volatility.

In conclusion, the energy market has experienced significant changes since your last contracts in 2021, leading to increased wholesale and non-commodity costs, therefore having a robust energy strategy in place will allow you to better plan, prepare and hedge your position. We are recommending 36m fully fixed tariffs for both Electricity and Gas. Securing your fixed price energy renewals now will help plan your finances effectively, mitigate upside price risk and price fluctuations, deliver medium-term cost control, and secure an energy budget with no uncertainty and surprises to come. This is especially important as gas prices are expected to surge through this winter by approx. treble the current available wholesale prices. This will be our first winter period with limited Russian Gas in the European markets. Gas is a huge driver in electricity prices in the UK as we generate 40% of Power from Gas. [Gas prices to treble this winter, Goldman Sachs predicts | The Independent](https://www.independent.co.uk/news/uk/home-news/gas-prices-energy-increase-b2335558.html)

The energy market as we know it today is set to be the new norm moving forward, Cornwall insight who are the leading body in the UK when it comes to energy trading and market reporting have released a synopsis of what we can expect over the next decade or so. I refer to their press release here <https://www.cornwall-insight.com/press/new-forecast-warns-power-prices-to-remain-elevated-until-late-2030s/>

**For these reasons, we believe that future market prices will remain higher than we have experienced over the past 2-3 years with greater volatility and whilst there may be an opportunity for prices to soften, we believe the upside price risk far outweighs the minimal downside cost potential.**

**Cost Analysis – recommendation vs current:**

**Current Electricity Cost & usage Summary:**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Site** | **Option** | **Supplier** | **Standing Charge  (pence per day)** | **Day Unit Rate  (pence per kWh)** | **Night Unit Rate  (pence per kWh)** | **Capacity Charge  (pence per KVA)** | **Estimated  Annual Cost (£)** | **Estimated  Monthly Cost (£)** |
| Jubilee Centre | Current Price Plan | Total Energies | 100.5700 | 19.4838 | 15.7298 | 1.2700 | £6,409.14 | £534.09 |
| Baileys Court | Current Price Plan | Total Energies | 30.3885 | 18.0342 | 13.2019 |  | £4,349.87 | £362.49 |
| Community Centre | Current Price Plan | Total Energies | 37.8197 | 17.1725 |  |  | £2,625.31 | £218.78 |
|  |  |  |  |  |  |  | **£13,384.32** | **£1,115.36** |

**APPENDIX B**

**Electricity Recommendation Summary:**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Site** | **Option** | **Supplier** | **Standing Charge  (pence per day)** | **Day Unit Rate  (pence per kWh)** | **Night Unit Rate  (pence per kWh)** | **Capacity Charge  (pence per KVA)** | **Estimated  Annual Cost (£)** | **Estimated  Monthly Cost (£)** | **Difference compared to current contract (£)** | **Difference (%)** |
| Jubilee Centre | 36m | British Gas | 906.0500 | 31.1600 | 21.2600 | 5.3900 | £12,466.51 | £1,038.88 | £6,057.37 | 94.51% |
| Baileys Court | 36m | British Gas | 65.0000 | 33.4700 | 26.5400 |  | £8,205.65 | £683.80 | £3,855.77 | 88.64% |
| Community Centre | 36m | British Gas | 65.0000 | 32.1700 |  |  | £4,896.75 | £408.06 | £2,271.45 | 86.52% |
|  |  |  |  |  |  |  | **£25,568.90** | **£2,130.74** | **£12,184.59** | **91.04%** |

**Gas Current Cost Summary:**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Site** | **Option** | **Supplier** |  | **Standing Charge**  **(pence per day)** | **Unit Rate**  **(pence per kWh)** | **Estimated**  **Annual Cost (£)** | **Estimated**  **Monthly Cost (£)** |
| Jubilee Centre | Current Price Plan | Total Energies |  | 294.0000 | 2.5374 | £4,753.19 | £396.10 |
| Jubilee Centre | Current Price Plan | Total Energies |  | 42.0000 | 2.5374 | £407.04 | £33.92 |
| Baileys Court | Current Price Plan | Total Energies |  | 235.0000 | 2.5374 | £2,822.99 | £235.25 |
| Community Centre | Current Price Plan | Total Energies |  | 127.0000 | 2.5374 | £1,552.30 | £129.36 |
|  |  |  |  |  |  | **£9,535.52** | **£794.63** |

**Gas Recommendation Summary:**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Site** | **Option** | **Supplier** | **Standing Charge**  **(pence per day)** | **Unit Rate**  **(pence per kWh)** | **Estimated**  **Annual Cost (£)** | **Estimated**  **Monthly Cost (£)** | **Difference compared to current contract (£)** | **Difference (%)** |
| Jubilee Centre | 36m | British Gas | 368.4100 | 7.5000 | £12,222.25 | £1,018.52 | £7,469.05 | 157.14% |
| Jubilee Centre | 36m | British Gas | 103.7100 | 9.5600 | £1,334.54 | £111.21 | £927.50 | 227.86% |
| Baileys Court | 36m | British Gas | 368.4100 | 7.5000 | £7,153.52 | £596.13 | £4,330.53 | 153.40% |
| Community Centre | 36m | British Gas | 219.3800 | 9.0600 | £4,688.20 | £390.68 | £3,135.90 | 202.02% |
|  |  |  |  |  | **£25,398.51** | **£2,116.54** | **£15,862.99** | **166.36%** |

Please be aware, by the time we have approval to proceed, there may be a change in pricing (up or down) due to live market fluctuations. However, this is an accurate and clear indication as to how you will be hedged going forward. The above prices were correct as at 18/10/23.

**NOTES TO THE RECOMMENDATIONS**

**Supplier Summary**

Supplier: British Gas

Start Date: 01/10/2024

End Date: 30/09/2027 (same end date for both accounts)

Term: 36 months

Product: Enterprise Fixed Price

Product Type: Fully Fixed

TCR Charges: Included

Unidentified Gas Charges: Included

Volume Tolerance (Take or Pay): None

Payment Method: Monthly Direct Debit – 14 days

Online Billing Available: Yes

**Explanation of Terminology**

* TCR Charges: You will notice that your standing charges have increased considerably. This is a result of Ofgem’s Targeted Charging Review that became effective from 01/04/2022. To ensure you have no extra charges, we have ensured your FIXED tariffs are fully inclusive with no other charges to come.
* Unidentified Gas Charges: This means that unidentified Gas charges are included within your FIXED tariffs. Unidentified Gas charges is a charge that some suppliers reserve the right to pass on if and when required. Unidentified Gas is where there are escapes of Gas and is unaccounted for within the National Grid.
* Volume Tolerance (Take or Pay): Our FIXED tariffs with British Gas has no volume tolerance clauses. This means you can use as much, or as little energy as required without being reconciled against differences in usage patterns. Some suppliers now have consumption thresholds within their contracts where if you use as an example plus or minus 10% of your anticipated usage, they reserve the right to reconcile against this.