



# PENRYN

## Town Council

YOU ARE HEREBY SUMMONED TO AN EXTRAORDINARY MEETING OF THE AMENITIES COMMITTEE TO BE HELD ON **MONDAY 26 SEPTEMBER 2016 AT 7.00 P.M. IN THE COUNCIL CHAMBER, TOWN HALL, PENRYN** FOR THE TRANSACTION OF THE UNDERMENTIONED BUSINESS.

*Michelle Darcy*

Town Clerk  
20 September 2016

### **AMENITIES COMMITTEE AGENDA**

**1. APOLOGIES**

**2. DECLARATIONS OF INTEREST**

**3. DISPENSATIONS**

**4. PUBLIC PARTICIPATION**

An opportunity for members of the public to address the Committee concerning matters on the agenda. Members of public who wish to speak should contact the Town Clerk by 12.00 p.m. on Monday 26 September to register. For full details of procedures for public speaking at Council meetings, please visit the Town Council's website, [www.penryntowncouncil.co.uk](http://www.penryntowncouncil.co.uk), click on the link below, or visit the Town Council offices and request a copy: [Protocol for Public Speaking at Council Meetings](#)

***PLEASE NOTE: This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.***

**5. MINUTES**

To approve as a correct record the minutes of the meeting of the Amenities Committee held on 12 September 2016 [Pages 3 to 6]

**6. PRE-BUDGET DISCUSSION**

To make recommendations for items to be added to the 2017/2018 annual budget [Pages 7 to 19]

**Membership:**

Councillor C K Wenmoth (Chairman)

Councillor Mrs M V Bennett

Councillor N S Ferris

Councillor D Garwood

Councillor K S Green

Councillor Mrs B Hulme

Councillor Mrs M K May

Councillor R P Mitchell

Councillor Mrs S Peters (*ex officio* Deputy Mayor)

Councillor G C Rickard

Councillor M Snowdon (*ex officio* Town Mayor)

MINUTES OF A MEETING OF THE **AMENITIES COMMITTEE HELD ON MONDAY 12 SEPTEMBER AT 7.00PM IN THE COUNCIL CHAMBER, TOWN HALL, PENRYN**

**Councillors**

C K Wenmoth (Chairman)

Mrs M V Bennett, D Garwood, K S Green, Mrs B Hulme, Mrs M K May, R P Mitchell and M Snowdon

**17. APOLOGIES**

Apologies were received from Councillors G C Rickard (personal) and Mrs S Peters (ill).

**18. DECLARATIONS OF INTEREST**

There were no declarations of interest.

**19. DISPENSATIONS**

There were no requests for dispensations.

**20. PRESENTATION MAKING PENRYN BUZZ**

Bethany Roberts a student at the University gave a presentation on 'Making Penryn Buzz' a Pollenator Scheme to try to encourage the return of various species of bees to Towns.

Councillor Wenmoth reported that he along with Councillor May and the Finance Officer had met with Matt Stannard of Cormac and discussed the possibility of having 'pollenator friendly' shrubs in the Memorial Garden.

**21. PUBLIC PARTICIPATION**

No requests had been received from members of the public wishing to speak at the meeting.

**22. MINUTES**

Councillor Wenmoth reported that the three items listed on the Asset Register as 'unable to find' had now been located.

**RESOLVED** that the minutes of the meeting of the Amenities Committee held on 4 July 2016 be approved and signed as a correct record.

*Proposed by Councillor Mrs M K May and seconded by Councillor M Snowdon*

The minutes of the meeting of the Penryn Week Committee held on 9 August 2016 were noted.

**23. GLEBE CEMETERY**

*Grave Digging*

A discussion took place about the current process for a grave to be dug and if there would be any benefit in dealing with the 'grave digger' direct rather than through the Funeral Director

**RESOLVED** that the responsibility for the service remains with the Funeral Directors, and that regular monitoring of the cemetery takes place.

*Proposed by Councillor M Snowdon and seconded by Councillor D Garwood*

#### *Grave Levelling*

Various ways of levelling the graves were discussed, and whether it would be beneficial for the process to be completed by the part-time caretaker

It was **RESOLVED** that

- (a) our contractor carries out the levelling of the graves by adding topsoil and reseeded at a cost of £20 per grave
- (b) a schedule of graves to be levelled is produced by Council and given to the contractor
- (c) the grave levelling process be reviewed in six months

*Proposed by Councillor M Snowdon and seconded by Councillor K S Green*

#### *Efficient Use Of Space*

The possibility of using the space between the burials for interring cremated remains was considered,

It was **RESOLVED** that

- (a) the cremated remains section remains independent from the burials
- (b) the current amount of space allocated for a burial and the distance between rows be looked at to ensure the best use of the available space.

*Proposed by Councillor M Snowdon and seconded by Councillor Mrs M K May*

## **24. COMMITTEE TOURS AND MAINTENANCE SCHEDULE UPDATE**

It was **RESOLVED** that

- (a) the report be noted
- (b) contract terms with the Dracaena Centre be agreed for the use of the Old Gent's Hut (Quay Hill Shelter) to clarify responsibilities for maintenance
- (c) Maintenance Schedule to be a standard report on the Amenities Agenda to ensure progression of repairs

*Proposed by Councillor R P Mitchell and seconded by Councillor Mrs B Hulme*

## **25. COMMUNITY WARDEN UPDATE**

It was **RESOLVED** that

- (a) the report be noted
- (b) photographic ID to be issued
- (c) a letter of thanks be sent to Mr Peters for patrolling Penryn

*Proposed by Councillor Mrs M K May and seconded by councillor Mrs B Hulme*

## **26. LITTER BINS**

Councillors discussed the various bins located around the Town.

Councillor Mrs May reported that at her request the two bins in Permarin Car park have been removed to see if it has any effect on the amount of rubbish being left. Councillor Mrs May would continue to monitor the situation and report back to the committee.

**RESOLVED** that the decision relating to the location and types of bins be delegated to the Town Clerk in consultation with the Chairman of the Amenities Committee.

*Proposed by Councillor D Garwood and seconded by Councillor R P Mitchell*

## **27. EMERGENCY PLAN**

**RESOLVED** that the list of items requested be approved, and the grant be applied for as soon as possible

*Proposed by Councillor Mrs B Hulme and seconded by Councillor M Snowdon*

## **28. WASTE REDUCTION SCHEME**

Councillor R P Mitchell updated the committee on the progress he had made with the waste reduction scheme, and the various meetings he had attended.

A general discussion then took place about different ways in which waste could be reduced or recycled.

**RESOLVED** that the Waste Reduction Scheme be added to the November agenda for discussion by the full amenities committee; to enable a scheme to be devised

*Proposed by Councillor R P Mitchell and seconded by Councillor Mrs B Hulme*

## **29. HALL HIRE CHARGES**

A lengthy discussion took place about the hire charges, the main points were as follows:-

- Kitchen – is part of the hall and should not be charged for separately
- Projectors – the projectors were purchased with 'grant funding' for use by the community and should not be charged to hire.
- Various Clubs and halls have been struggling
- New prices could have a negative impact on some of our existing hall users

**RESOLVED** the current hall hire charges remain unchanged, and be reviewed at the Amenities Committee meeting in September 2017

*Proposed by Councillor Mrs M K May and seconded by Councillor K S Green*

## **30. MEMORIAL GARDEN POWER SUPPLY**

Councillor Snowdon gave a verbal report about the possibility of installing a power supply in the Memorial Garden as the garden is used at various Town Events.

Councillor K S Green has armoured cable that he is willing to donate should it be required.

**RESOLVED** that support be sought from the Finance and General Purposes Committee to install the power supply

*Proposed Councillor M Snowdon and seconded by Councillor K S Green*

**31. TOWN HALL INTERIOR REDECORATION**

**RESOLVED** that the Finance and General Purposes Committee are requested to recommend to Council that funds be vired from general reserves for the interior decoration of the Town Hall up to a limit of £3000.

*Proposed by Councillor Mrs M K May and seconded by Councillor D Garwood*

**32. PRE-BUDGET DISCUSSION**

**RESOLVED** that due to the numerous areas of responsibility of the Amenities Committee a separate pre-budget meeting is required (extraordinary meeting), the meeting to be held on Monday 26 September 2016 at 7pm in the Council Chamber, Town Hall, Penryn.

*Proposed by Councillor Mrs M K May and seconded by Councillor R P Mitchell*

There being no further business the meeting closed at 9.20pm.



# PENRYN Town Council

**AMENITIES COMMITTEE**

**26 September 2016**

## **Pre-Budget Discussion**

**Author: Michelle Davey, Town Clerk**

### **1. Background**

In previous years the budget has been discussed and agreed at meetings of the full Council, however, following the recent structure review the first stage in the process is for the Amenities Committee to consider what commitments it will place on the budget in order to carry out its functions in the civic year 2017–18.

### **2. Discussion**

In order to assist the Committee, a copy of the previous year's budget is attached as an Appendix to the report. The Town Clerk and Finance Officer will have regard to the recommendations of the Amenities Committee in preparing a draft budget in consultation with the Chairman of the Finance and General Purposes Committee and the Committee will meet on 21 November 2016 to consider the draft budget and make a recommendation for consideration at the full Council meeting on 6 December 2016.

### **3. Recommendation**

That the Committee confirms its recommendations to the Finance and General Purposes Committee with regard to items to be included in the Town Council's budget for the civic year 2017–18.

### **4. Appendices**

1. Penryn Town Council Budget Estimates 2016–17.
2. Budget Monitor Report up to 31 August 2016

# PENRYN TOWN COUNCIL

## BUDGET ESTIMATES 2016 - 2017

	ESTIMATED INCOME 2015/2016	PROJECTED OUTTURN 2015/2016	ESTIMATED INCOME 2016/2017
<b>INCOME</b>			
BANK INTEREST	350	186	350
GRANTS	29,560	32,760	25,309
OTHER INCOME	0	0	0
PENRYN WEEK	500	1,362	700
TOWN HALL LETTINGS	4,400	5,434	4,910
MUSEUM DONATIONS	100	240	100
TEMPERANCE HALL LETTINGS	6,500	5,456	5,450
FOOTPATH MAINTENANCE INCOME	225	338	225
BURIAL FEES	1,500	5,355	2,500
MISCELLANEOUS INCOME	0	0	0
<b>GRAND TOTAL</b>	<b>43,135</b>	<b>51,131</b>	<b>39,544</b>

	ESTIMATED EXPENDITURE 2015/2016	PROJECTED OUTTURN 2015/2016	ESTIMATED EXPENDITURE 2016/2017
<b>FINANCE &amp; GENERAL PURPOSES EXPENDITURE</b>			
<b>ADMINISTRATION</b>			
SALARIES - ADMIN	71,549	74,100	77,366
SALARIES - CARETAKERS	21,968	26,422	22,323
PENSIONS	23,355	19,405	26,137
STAFF CLOTHING	250	80	500
TRAINING & TRAVEL	2,325	2,122	2,225
BANK CHARGES	50	0	50
POSTAGE	1,050	1,162	1,200
PRINTING INC. ADVERTS & NOTICES	2,500	2,178	2,400
STATIONERY	650	697	670
TELEPHONE/FAX/INTERNET (ALL SITES)	1,460	1,527	1,610
CONSULTANCY & AUDIT	1,450	1,375	1,450
ELECTION EXPENSES	0	0	0
OFFICE - OTHER	1,140	1,104	1,150
COMPUTER RELATED	1,010	1,000	1,380
SUBSCRIPTIONS	1,570	1,681	1,770
HEALTH AND SAFETY	0	534	0
INSURANCE	7,600	6,740	8,080
CANTEEN	720	740	780
PENRYN WEEK EXPENDITURE	2,500	2,000	2,500
PENRYN TOWN FAIR	1,500	0	1,500
PENRYN ARTS FESTIVAL	1,500	1,500	1,500
PENRYN CHRISTMAS LIGHTS	1,500	1,500	1,500
REMEMBRANCE SUNDAY	250	483	250
800 ANNIVERSARY CELEBRATIONS	0	0	15,000
CLEAN UP PENRYN CAMPAIGN (2014/2015)	0	0	0
PENRYN COMMEMORATES	1,270	0	1,270
COUNCIL CHAMBER REFURBISHMENT	0	2,600	0
NEIGHBOURHOOD PLAN	0	500	7,000
<b>TOTAL</b>	<b>147,167</b>	<b>149,450</b>	<b>179,611</b>

<b>CIVIC</b>			
CIVIC GENERAL	1,000	586	1,000
MAYOR'S ALLOWANCE	2,750	2,750	2,750
CIVIC INSIGNIA/REGALIA	2,000	2,888	1,710



# PENRYN TOWN COUNCIL

**TOTAL**

**5,750**

**6,224**

**5,460**

# PENRYN TOWN COUNCIL

## GRANTS

COMMUNITY GRANTS	7,000	600	7,000
MINOR REPAIR GRANTS	2,082	887	1,195

<b>TOTAL</b>	<b>9,082</b>	<b>1,487</b>	<b>8,195</b>
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## FINANCE & GENERAL PURPOSES SUMMARY

ADMINISTRATION	147,167	149,450	179,611
CIVIC	5,750	6,224	5,460
GRANTS	9,082	8,796	8,195

<b>GRAND TOTAL</b>	<b>161,999</b>	<b>164,470</b>	<b>193,266</b>
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## PROPERTY & MUSEUM

### SARACEN HOUSE

RENT	4,770	4,652	12,000
NON-DOMESTIC RATES	2,250	2,184	2,230
WATER RATES	310	477	500
GAS & ELECTRICITY	880	1,113	1,170
REPAIRS & MAINTENANCE	1,000	57	1,000
ANNUAL CONTRACTS	260	265	280
MISCELLANEOUS	200	0	200

<b>TOTAL</b>	<b>9,670</b>	<b>8,748</b>	<b>17,380</b>
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### TOWN HALL

NON-DOMESTIC RATES	5,940	5,760	5,870
WATER RATES	240	206	220
GAS & ELECTRICITY	2,490	2,284	2,410
REPAIRS & MAINTENANCE	7,000	7,343	47,000
ANNUAL CONTRACTS	870	515	780
MISCELLANEOUS	500	25	200
MUSEUM EXPENDITURE & MINOR PURCHASES	1,000	1,000	1,000

<b>TOTAL</b>	<b>18,040</b>	<b>17,133</b>	<b>57,480</b>
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### TEMPERANCE HALL

NON-DOMESTIC RATES	2,380	2,304	2,350
WATER RATES	450	352	370
GAS & ELECTRICITY	3,690	4,267	4,490
REPAIRS & MAINTENANCE	1,000	513	1,000
ANNUAL CONTRACTS	290	222	240
MISCELLANEOUS	500	38	200

<b>TOTAL</b>	<b>8,310</b>	<b>7,696</b>	<b>8,650</b>
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# PENRYN TOWN COUNCIL

## PUBLIC CONVENIENCES

NON-DOMESTIC RATES	700	672	690
WATER RATES	1,070	523	550
GAS & ELECTRICITY	370	245	260
REPAIRS & MAINTENANCE	1,000	340	1,000
ANNUAL CONTRACTS	5,500	3,609	3,800
CONSUMABLES	310	190	330

<b>TOTAL</b>	<b>8,950</b>	<b>5,199</b>	<b>6,630</b>
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## BURIAL GROUND

NON-DOMESTIC RATES	200	624	640
MAINTENANCE	3,075	2,011	4,680
OTHER COSTS	0	75	0

<b>TOTAL</b>	<b>3,275</b>	<b>2,710</b>	<b>5,320</b>
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## CAR PARKS

PERMARIN - RENT/LEASE	6,650	6,816	6,650
PERMARIN - NON-DOMESTIC RATES	2,480	2,400	2,450
PERMARIN - REPAIRS & MAINTENANCE	1,500	458	1,500
SHUTE MEADOW - REPAIRS & MAINTENANCE	500	175	175

<b>TOTAL</b>	<b>11,130</b>	<b>9,849</b>	<b>10,775</b>
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## OTHER SERVICES

CCTV	7,000	2,750	6,000
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<b>7,000</b>	<b>2,750</b>	<b>6,000</b>
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## CAPITAL EXPENDITURE

OFFICE EQUIPMENT	500	398	500
FURNITURE & FITTINGS	3,000	200	500
BUS SHELTERS	3,000	0	3,000
SEATS	1,200	1,200	600
TOWN SIGNS	1,500	0	2,500
LITTER BINS	0	1,000	0
PLANTERS	0	593	0

<b>9,200</b>	<b>3,391</b>	<b>7,100</b>
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# PENRYN TOWN COUNCIL

## AMENITIES

BUS SHELTER - REPAIRS & MAINTENANCE	580	597	530
FOOTPATH MAINTENANCE	1,240	1,121	1,240
SEATS MAINTENANCE	1,140	463	490
TRELUSWELL VERGE	920	878	825
OTHER GENERAL MAINTENANCE	1,000	900	1,420
QUAY HILL SHELTER	0	221	1,800
DOORSTEP GREEN/GLASNEY	1,530	1,840	2,220
BMX TRACK	0	0	0
MEMORIAL GARDENS MAINTENANCE	830	1,034	2,620
FLORAL DISPLAYS	2,310	2,414	2,630
LITTER BIN MAINTENANCE	1,000	300	1,050
WEED CLEARING	2,640	1,936	2,130
PACKSADDLE VERGE	830	820	570
	<b>14,020</b>	<b>12,524</b>	<b>17,525</b>

## HEALTH AND SAFETY

ANNUAL CONTRACTS	0	0	363
ANNUAL INSPECTIONS	0	0	545
5 YEAR ELECTRICAL INSPECTIONS	0	900	0
MISCELLANEOUS EXPENDITURE	0	0	100
	<b>0</b>	<b>900</b>	<b>1,008</b>

## PROPERTY & MUSEUM SUMMARY

SARACEN HOUSE	9,670	8,748	17,380
TOWN HALL	18,040	17,133	57,480
TEMPERANCE HALL	8,310	7,696	8,650
PUBLIC CONVENIENCES	8,950	5,199	6,630
BURIAL GROUND	3,275	2,710	5,320
CAR PARKS	11,130	9,849	10,775
OTHER SERVICES	7,000	2,750	6,000
CAPITAL EXPENDITURE	9,200	3,391	7,100
AMENITIES	14,020	12,524	17,525
HEALTH AND SAFETY	0	900	1,008

<b>GRAND TOTAL</b>	<b>89,595</b>	<b>70,900</b>	<b>137,868</b>
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## GRAND TOTALS

FINANCE & GENERAL PURPOSES	161,999	164,470	193,266
PROPERTY & MUSEUM	89,595	70,900	137,868

<b>TOTAL EXPENDITURE</b>	<b>251,594</b>	<b>235,370</b>	<b>331,134</b>
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OPENING BALANCE	128,702	128,702	167,929
INCOME	43,135	51,131	39,544
<b>PRECEPT</b>	<b>223,466</b>	<b>223,466</b>	<b>287,129</b>
SUB TOTAL	395,303	403,299	494,602

TOTAL EXPENDITURE	251,594	235,370	331,134
<b>CLOSING BALANCE</b>	<b>143,709</b>	<b>167,929</b>	<b>163,468</b>

EARMARKED RESERVES	61,185	61,185	80,685
GENERAL RESERVES	82,524	106,744	82,783
<b>TOTAL</b>	<b>143,709</b>	<b>167,929</b>	<b>163,468</b>

# PENRYN TOWN COUNCIL

<b>EARMARKED RESERVES</b>	<b>01-Apr-15</b>	<b>MOVEMENTS</b>	<b>31-Mar-16</b>
ELECTIONS	5,000	1,000	4,000
RENT PERMARIN CAR PARK	1,604	0	1,604
EXTERIOR DECORATION TOWN HALL	14,581	2,500	17,081
OLD GENTLEMEN'S HUT	500	500	0
COMMERCIAL ROAD CAR PARK	6,000	0	6,000
GLASNEY FIELD	2,000	0	2,000
COLLEGE FIELD	1,000	1,000	2,000
COMMUNITY WARDEN SCHEME	500	500	0
LIBRARY	20,000	8,000	28,000
BROAD STREET PAVEMENT FUND	10,000	10,000	20,000
<b>TOTAL EARMARKED RESERVES</b>	<b>61,185</b>	<b>19,500</b>	<b>80,685</b>

Month No : 5

Budget up to 31 August 2016

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget	
<b>Full Council</b>								
<b>100 Administration</b>								
4000	Salaries - Administration	4,923	24,732	59,607	34,875	34,875	41.5 %	
4001	Salaries - Caretakers	1,799	8,903	20,407	11,505	11,505	43.6 %	
4010	Tax/NI - Administration	1,459	7,360	17,759	10,399	10,399	41.4 %	
4011	Tax/NI - Caretakers	180	887	1,916	1,029	1,029	46.3 %	
4020	Pensions - Employees	459	2,293	5,048	2,755	2,755	45.4 %	
4021	Pensions - Employers	1,427	7,134	18,389	11,255	11,255	38.8 %	
4022	Pensions - ADC	225	1,125	2,700	1,575	1,575	41.7 %	
4030	Mileage	54	326	650	324	324	50.1 %	
4031	Travel	3	34	75	41	41	45.7 %	
4035	Staff Clothing	0	0	500	500	500	0.0 %	
4050	Training	0	355	1,500	1,145	1,145	23.7 %	
4055	Bank Charges	0	0	50	50	50	0.0 %	
4060	Postage	118	474	1,200	726	726	39.5 %	
4065	Photocopier Lease	336	785	1,350	565	565	58.1 %	
4070	Printing	167	368	750	382	382	49.1 %	
4075	Advertising	0	75	300	225	225	25.0 %	
4080	Stationery	82	280	670	390	390	41.7 %	
4085	Telephone/Fax/Internet	130	683	1,610	927	927	42.4 %	
4090	Consultancy & Audit	0	-505	1,450	1,955	1,955	-34.8 %	
4100	Office - Other	193	609	950	341	341	64.1 %	
4105	Computer Related	0	671	1,380	709	709	48.6 %	
4110	Subscriptions	0	1,736	1,770	34	34	98.1 %	
4115	Insurance	0	7,215	8,080	865	865	89.3 %	
4120	Canteen	46	246	780	534	534	31.5 %	
	Administration :- Expenditure	<b>11,600</b>	<b>65,785</b>	<b>148,891</b>	<b>83,106</b>	<b>0</b>	<b>83,106</b>	<b>44.2 %</b>
	<b>Net Expenditure over Income</b>	<b>11,600</b>	<b>65,785</b>	<b>148,891</b>	<b>83,106</b>			
<b>110 Amenities</b>								
4180	Bus Shelter - Repairs & Maint.	90	180	530	350	350	34.0 %	
4185	Footpath Maint	93	467	1,240	773	654	119	90.4 %
4190	Seats Maint.	0	0	490	490	490	0.0 %	
4195	Treluswell Verge	0	300	825	525	525	36.4 %	
4200	Packsaddle Verge	0	213	570	357	357	37.4 %	
4205	Other General Maint.	0	0	1,420	1,420	1,420	0.0 %	
4210	Quay Hill Shelter	0	315	1,800	1,485	1,485	17.5 %	
4215	Doorstep Green/Glasney	0	393	2,220	1,827	1,827	17.7 %	
4225	Memorial Gardens Maint.	62	891	2,620	1,729	706	1,023	61.0 %

Month No : 5

Budget up to 31 August 2016

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4230 Floral Displays/Penryn Pride	519	1,284	2,630	1,346	857	490	81.4 %
4235 Litter Bin Maintenance	0	0	1,050	1,050		1,050	0.0 %
4240 Weed Clearing	0	0	2,130	2,130	1,498	632	70.3 %
Amenities :- Expenditure	<b>765</b>	<b>4,043</b>	<b>17,525</b>	<b>13,482</b>	<b>3,714</b>	<b>9,768</b>	<b>44.3 %</b>
1000 Footpath Maintenance Income	0	225	225	0			100.0 %
Amenities :- Income	<b>0</b>	<b>225</b>	<b>225</b>	<b>0</b>			<b>100.0 %</b>
<b>Net Expenditure over Income</b>	<b>765</b>	<b>3,818</b>	<b>17,300</b>	<b>13,482</b>			
<b>120 Cemetery</b>							
4250 Non-Domestic Rates	63	314	640	326		326	49.1 %
4255 Burial Ground Maint.	63	830	4,680	3,850		3,850	17.7 %
Cemetery :- Expenditure	<b>126</b>	<b>1,145</b>	<b>5,320</b>	<b>4,175</b>	<b>0</b>	<b>4,175</b>	<b>21.5 %</b>
1050 Burial Income	400	1,200	2,000	-800			60.0 %
1055 Exclusive Right Burial Income	350	1,000	0	1,000			0.0 %
1060 Memorials Income	135	340	500	-160			68.0 %
1070 Plot Reservations	0	100	0	100			0.0 %
Cemetery :- Income	<b>885</b>	<b>2,640</b>	<b>2,500</b>	<b>140</b>			<b>105.6 %</b>
<b>Net Expenditure over Income</b>	<b>-759</b>	<b>-1,495</b>	<b>2,820</b>	<b>4,315</b>			
<b>130 Capital Expenditure</b>							
4300 Office Equipment	0	0	500	500		500	0.0 %
4305 Furniture & Fittings	0	0	500	500		500	0.0 %
4310 Bus Shelters	0	0	3,000	3,000		3,000	0.0 %
4315 Seats	0	117	600	483		483	19.4 %
4320 Town Signs	1,904	1,904	2,500	596		596	76.2 %
Capital Expenditure :- Expenditure	<b>1,904</b>	<b>2,021</b>	<b>7,100</b>	<b>5,079</b>	<b>0</b>	<b>5,079</b>	<b>28.5 %</b>
<b>Net Expenditure over Income</b>	<b>1,904</b>	<b>2,021</b>	<b>7,100</b>	<b>5,079</b>			
<b>140 Car Parks</b>							
4250 Non-Domestic Rates	242	1,210	2,450	1,240		1,240	49.4 %
4380 Permarin - Lease/Rent	0	4,870	6,650	1,781		1,781	73.2 %
4390 Permarin - Maint.	0	268	1,500	1,232		1,232	17.9 %
4395 Shute Meadow Maint.	0	70	175	105		105	40.0 %
4615 Repairs & Maintenance	0	0	0	0	346	-346	0.0 %
Car Parks :- Expenditure	<b>242</b>	<b>6,418</b>	<b>10,775</b>	<b>4,357</b>	<b>346</b>	<b>4,012</b>	<b>62.8 %</b>
<b>Net Expenditure over Income</b>	<b>242</b>	<b>6,418</b>	<b>10,775</b>	<b>4,357</b>			

Month No : 5

Budget up to 31 August 2016

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>150</b>	<b>Civic</b>							
4430	Civic - General	60	467	1,000	533		533	46.7 %
4435	Mayor's Allowance	317	1,737	2,750	1,013		1,013	63.2 %
4440	Civic Insignia/Regalia	0	856	1,710	854	1,310	-456	126.7 %
	Civic :- Expenditure	<b>377</b>	<b>3,060</b>	<b>5,460</b>	<b>2,400</b>	<b>1,310</b>	<b>1,090</b>	<b>80.0 %</b>
	<b>Net Expenditure over Income</b>	<b>377</b>	<b>3,060</b>	<b>5,460</b>	<b>2,400</b>			
<b>160</b>	<b>Grants</b>							
4480	Grants - Community	0	1,500	7,000	5,500		5,500	21.4 %
4490	Minor Repairs Grants	300	300	1,195	895		895	25.1 %
	Grants :- Expenditure	<b>300</b>	<b>1,800</b>	<b>8,195</b>	<b>6,395</b>	<b>0</b>	<b>6,395</b>	<b>22.0 %</b>
	<b>Net Expenditure over Income</b>	<b>300</b>	<b>1,800</b>	<b>8,195</b>	<b>6,395</b>			
<b>165</b>	<b>S137 Expenditure</b>							
4495	S137 Grants	0	1,400	0	-1,400		-1,400	0.0 %
4496	S137 Other Expenditure	0	72	0	-72		-72	0.0 %
	S137 Expenditure :- Expenditure	<b>0</b>	<b>1,472</b>	<b>0</b>	<b>-1,472</b>	<b>0</b>	<b>-1,472</b>	
	<b>Net Expenditure over Income</b>	<b>0</b>	<b>1,472</b>	<b>0</b>	<b>-1,472</b>			
<b>170</b>	<b>Income</b>							
1076	Precept Received	0	143,565	287,129	-143,565			50.0 %
1090	Interest Received	79	199	350	-151			57.0 %
1100	Grants Received	0	21,602	3,000	18,602			720.1 %
1110	Council Tax Support	0	11,155	22,309	-11,154			50.0 %
1150	Other Income	0	580	0	580			0.0 %
	Income :- Income	<b>79</b>	<b>177,100</b>	<b>312,788</b>	<b>-135,688</b>			<b>56.6 %</b>
	<b>Net Expenditure over Income</b>	<b>-79</b>	<b>-177,100</b>	<b>-312,788</b>	<b>-135,688</b>			
<b>180</b>	<b>Other Services</b>							
4520	C.C.T.V.	-2,886	2,386	6,000	3,614		3,614	39.8 %
4521	Youth Service	0	6,750	6,750	0		0	100.0 %
	Other Services :- Expenditure	<b>-2,886</b>	<b>9,136</b>	<b>12,750</b>	<b>3,614</b>	<b>0</b>	<b>3,614</b>	<b>71.7 %</b>
	<b>Net Expenditure over Income</b>	<b>-2,886</b>	<b>9,136</b>	<b>12,750</b>	<b>3,614</b>			



Month No : 5

Budget up to 31 August 2016

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget	
<b><u>190 Projects &amp; Events</u></b>								
4560	Penryn Week Expenditure	13	1,561	2,500	939	939	62.4 %	
4561	Penryn Town Fair	0	25	1,500	1,475	1,475	1.7 %	
4562	Penryn Arts Festival	0	0	1,500	1,500	1,500	0.0 %	
4563	Penryn Christmas Lights	0	41	1,500	1,459	1,459	2.8 %	
4564	Remembrance Sunday	0	0	250	250	250	0.0 %	
4566	Neighbourhood Plan	0	0	7,000	7,000	7,000	0.0 %	
4567	800th Anniversary Celebration	1,771	14,632	15,000	368	368	97.5 %	
4575	Penryn Commemorates Project	0	512	1,270	759	759	40.3 %	
4580	Council Chamber Refurbishment	231	2,307	0	-2,307	-2,307	0.0 %	
4581	Clock Tower Refurbishment	2,331	2,331	46,000	43,669	43,669	5.1 %	
4582	Permarin Pocket Park	0	1,679	0	-1,679	-1,679	0.0 %	
4900	Miscellaneous Expenditure	0	0	200	200	200	0.0 %	
	Projects & Events :- Expenditure	<b>4,346</b>	<b>23,088</b>	<b>76,720</b>	<b>53,632</b>	<b>0</b>	<b>53,632</b>	<b>30.1 %</b>
1200	Events Income	12	744	700	44		106.3 %	
	Projects & Events :- Income	<b>12</b>	<b>744</b>	<b>700</b>	<b>44</b>		<b>106.3 %</b>	
	<b>Net Expenditure over Income</b>	<b>4,334</b>	<b>22,344</b>	<b>76,020</b>	<b>53,676</b>			
<b><u>200 Public Conveniences</u></b>								
4250	Non-Domestic Rates	68	338	690	352	352	48.9 %	
4600	Water	284	502	550	48	48	91.3 %	
4610	Electricity	12	56	260	204	204	21.7 %	
4615	Repairs & Maintenance	0	9	1,000	991	991	0.9 %	
4620	Annual Contracts	656	3,282	3,800	518	518	86.4 %	
4650	Consumables	0	-500	330	830	830	-151.5 %	
	Public Conveniences :- Expenditure	<b>1,021</b>	<b>3,687</b>	<b>6,630</b>	<b>2,943</b>	<b>0</b>	<b>2,943</b>	<b>55.6 %</b>
	<b>Net Expenditure over Income</b>	<b>1,021</b>	<b>3,687</b>	<b>6,630</b>	<b>2,943</b>			
<b><u>210 Saracen House</u></b>								
4250	Non-Domestic Rates	220	1,102	2,230	1,128	1,128	49.4 %	
4600	Water	62	111	500	389	389	22.1 %	
4610	Electricity	0	328	1,170	842	842	28.0 %	
4615	Repairs & Maintenance	10	10	1,000	990	990	1.0 %	
4620	Annual Contracts	0	264	280	16	16	94.4 %	
4670	Rent	0	2,326	12,000	9,674	9,674	19.4 %	
4900	Miscellaneous Expenditure	0	0	200	200	200	0.0 %	
	Saracen House :- Expenditure	<b>292</b>	<b>4,141</b>	<b>17,380</b>	<b>13,239</b>	<b>0</b>	<b>13,239</b>	<b>23.8 %</b>
	<b>Net Expenditure over Income</b>	<b>292</b>	<b>4,141</b>	<b>17,380</b>	<b>13,239</b>			

Month No : 5

Budget up to 31 August 2016

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>220</u> <u>Temperance Hall</u>								
4250	Non-Domestic Rates	232	1,163	2,350	1,187		1,187	49.5 %
4600	Water	56	111	370	259		259	29.9 %
4605	Gas	107	461	3,230	2,769		2,769	14.3 %
4610	Electricity	295	399	1,260	861		861	31.7 %
4615	Repairs & Maintenance	100	150	1,000	851		851	14.9 %
4620	Annual Contracts	0	223	240	17		17	92.8 %
4900	Miscellaneous Expenditure	20	20	200	180		180	10.0 %
	Temperance Hall :- Expenditure	<b>810</b>	<b>2,526</b>	<b>8,650</b>	<b>6,124</b>	<b>0</b>	<b>6,124</b>	<b>29.2 %</b>
1300	Temperance Hall Hire Income	438	2,715	5,450	-2,735			49.8 %
	Temperance Hall :- Income	<b>438</b>	<b>2,715</b>	<b>5,450</b>	<b>-2,735</b>			<b>49.8 %</b>
	<b>Net Expenditure over Income</b>	<b>372</b>	<b>-189</b>	<b>3,200</b>	<b>3,389</b>			
<u>230</u> <u>Town Hall</u>								
4250	Non-Domestic Rates	581	2,903	5,870	2,967		2,967	49.5 %
4600	Water	35	58	220	162		162	26.4 %
4605	Gas	0	460	1,280	820		820	35.9 %
4610	Electricity	348	522	1,130	608		608	46.2 %
4615	Repairs & Maintenance	118	1,808	1,000	-808		-808	180.8 %
4620	Annual Contracts	0	431	780	349		349	55.3 %
4700	Museum Expenditure	50	173	1,000	827		827	17.3 %
4701	Wedding Licence Fee (3 yrly)	0	1,210	0	-1,210		-1,210	0.0 %
4900	Miscellaneous Expenditure	20	20	200	180		180	10.0 %
	Town Hall :- Expenditure	<b>1,152</b>	<b>7,585</b>	<b>11,480</b>	<b>3,895</b>	<b>0</b>	<b>3,895</b>	<b>66.1 %</b>
1350	Town Hall Hire Income	796	6,119	4,910	1,209			124.6 %
1351	Town Crier Wedding Income	50	50	0	50			0.0 %
1360	Museum Donations	0	81	100	-19			80.8 %
	Town Hall :- Income	<b>846</b>	<b>6,250</b>	<b>5,010</b>	<b>1,240</b>			<b>124.7 %</b>
	<b>Net Expenditure over Income</b>	<b>306</b>	<b>1,335</b>	<b>6,470</b>	<b>5,135</b>			
<u>240</u> <u>Penryn Library</u>								
4091	Professional Fees	1,890	7,239	0	-7,239		-7,239	0.0 %
	Penryn Library :- Expenditure	<b>1,890</b>	<b>7,239</b>	<b>0</b>	<b>-7,239</b>	<b>0</b>	<b>-7,239</b>	
	<b>Net Expenditure over Income</b>	<b>1,890</b>	<b>7,239</b>	<b>0</b>	<b>-7,239</b>			

Month No : 5

Budget up to 31 August 2016

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>250 Health &amp; Safety</b>							
4620 Annual Contracts	0	346	363	17		17	95.2 %
4625 Annual Inspections	0	133	545	412		412	24.4 %
4900 Miscellaneous Expenditure	0	0	100	100		100	0.0 %
Health & Safety :- Expenditure	<b>0</b>	<b>479</b>	<b>1,008</b>	<b>529</b>	<b>0</b>	<b>529</b>	<b>47.5 %</b>
<b>Net Expenditure over Income</b>	<b>0</b>	<b>479</b>	<b>1,008</b>	<b>529</b>			
Full Council :- Expenditure	<b>21,938</b>	<b>143,623</b>	<b>337,884</b>	<b>194,261</b>			<b>44.1 %</b>
Income	<b>2,260</b>	<b>189,674</b>	<b>326,673</b>	<b>-136,999</b>			<b>58.1 %</b>
<b>Net Expenditure over Income</b>	<b>19,678</b>	<b>-46,051</b>	<b>11,211</b>	<b>57,262</b>			
<b>Earmarked Reserves</b>							
<b>900 Earmarked Reserves</b>							
9000 EMR - Elections	0	0	4,000	4,000		4,000	0.0 %
9020 EMR - Rent Permarin	0	0	1,604	1,604		1,604	0.0 %
9025 EMR - Ext. Decor. Town Hall	0	0	17,081	17,081		17,081	0.0 %
9030 EMR - Town Hall Chamber Decor.	0	0	2,600	2,600		2,600	0.0 %
9036 EMR - Paperless Planning	0	0	700	700		700	0.0 %
9037 EMR - Seats	0	0	1,200	1,200		1,200	0.0 %
9041 EMR - Litter Bins	0	0	1,000	1,000		1,000	0.0 %
9043 EMR - Commercial Road Car Park	0	0	6,000	6,000		6,000	0.0 %
9044 EMR - Glasney Playing Field	0	0	2,000	2,000		2,000	0.0 %
9045 EMR - Penryn Library	0	0	28,000	28,000		28,000	0.0 %
9046 EMR - Broad Street Pavements	0	0	20,000	20,000		20,000	0.0 %
9048 EMR - College Field	0	0	2,000	2,000		2,000	0.0 %
Earmarked Reserves :- Expenditure	<b>0</b>	<b>0</b>	<b>86,185</b>	<b>86,185</b>	<b>0</b>	<b>86,185</b>	<b>0.0 %</b>
<b>Net Expenditure over Income</b>	<b>0</b>	<b>0</b>	<b>86,185</b>	<b>86,185</b>			
Earmarked Reserves :- Expenditure	<b>0</b>	<b>0</b>	<b>86,185</b>	<b>86,185</b>			<b>0.0 %</b>
Income	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>			<b>0.0 %</b>
<b>Net Expenditure over Income</b>	<b>0</b>	<b>0</b>	<b>86,185</b>	<b>86,185</b>			