



You are hereby summoned to attend a
Meeting of the **Queen's Park Community Council** to be held at the Beethoven
Centre, Third Avenue, W10 4JL
on **Wednesday 17th January 2024** commencing at **18:00pm**.

Shuwanna Aaron, Director

11 January 2024

AGENDA

- 041-23/24 Apologies for Absence** – to receive and approve any apologies for absence.
- 042-23/24 Declarations of Interest** – to note any Declarations of Interest or Dispensations granted in respect of any item on the Agenda.
- 043-23/24 Minutes of the Previous Meeting** – to consider for approval the minutes of the Council Meeting held 15th November 2023.
- 044-23/24 Public session** – to receive any questions, representations or petitions from members of the Public. *(Members of the Public may speak for up to 3 minutes at the discretion of the Chairman).*
- 045-23/24 Committee Minutes** – to adopt the minutes of Place and People Committee Meetings held 12th and 19th July, 10 and 25th October.
- 046 -23/24 People Committee Report** - to receive a verbal update on the work of the People Committee.
- 047-23/24 Place Committee Report** - to receive a verbal update on the work of the Place Committee.
- 048-23/24 Councillors Attendance and Allowance Policy** – to consider for approval the adoption of a Councillors' Attendance and Allowance policy.
- 049-23/24 Financial Report** - to receive a report on the current financial position and to approve payments and expenditure.
- 050-23/24 Budget and Precept** – to approve the budget and set the precept for 2024/25.
- 051-23/24 Working Groups** - to receive a verbal update from The Voice Working Group, Grant Panel and other Working groups not covered elsewhere.
- 052-23/24 Chair's Report** – to receive a verbal report from the Chair of Council
- 053-23/24 Councillors' Report** – to receive verbal and written reports from Councillors.
- 054-23-24 Officers' Report** – to receive a verbal update from Officers.

QUEEN'S PARK COMMUNITY COUNCIL

Minutes of the Meeting of Council held in the Beethoven Centre
on **Wednesday 15th November 2023** commencing at 18:00.

Present: Councillors Eartha Pond (Chair), Samantha Alleyne, Sandra Bynoe, John McArdle, Emma Sweeney, Gill Fitzhugh, Roger Diamond and Stella Wilson.

Also present: Shuwanna Aaron, Proper Officer and four members of the public.

035-23/24 Apologies for absence – No apologies for absence were issued. Councillors Dalton, Lawrence and Nicholas were registered absent.

036-23/24 Declarations of interest - The Proper Officer received no new declarations of interest, and noted a standing declaration for Councillor McArdle as the RFO.

037-23/24 Minutes of previous meetings – The minutes of the previous meeting were included in the meeting papers and accepted as read. The minutes were seconded and a vote undertaken.

RESOLVED THAT, the minutes be APPROVED.

038 -23/24 Public Session – A member of the Friends of Queen's Park noted a donation from Westminster City Council of new bulbs and plants to be planted in the Queen's Park Gardens.

039 -23/24 Co-option– A report outlining the process of the co-option was circulated as part of the meetings papers and accepted as read. The proper noted re-stated the process for clarity. The report was seconded and a vote undertaken to accept the outlined process.

18:11 Councillor Nicholas enters.

The co-option took place as outlined in the report, a private ballot was undertaken and Shifaa Ali was subsequent appointed as a New Councillor.

18:30 Councillor Nicholas exits.

039.1 RESOLVED THAT, the Co-option report be APPRVED

039.2 RESOLVED THAT, Shifaa Ali be co-opted as a QPCC Councillor.

040 -23/24 Declaration of acceptance of Office – Councillor Shifaa Ali signed the declaration of acceptance of office, witnessed by and signed by the Proper Officer.

The meeting closed at 19:05

Minute Ref: 021 – 23/24

Signed by..... Date.....

Cllr. Eartha Pond, Chair

QUEEN'S PARK COMMUNITY COUNCIL

Minutes of the Place Committee Meeting held at St Jude's Community Hall, 71 Illbert St

on **Wednesday 12 July 2023** commencing at 18:00

Present: Councillors Sandra Bynoe (Chair), Roger Diamond, Emma Sweeney, and Stella Wilson.

Also present: Shuwanna Aaron (Proper Officer) Ella Rayner and Katherine Brion (Community Development Interns) and three members of the public

PL 01 23/24 – Apologies for absence – Councillor McArdle and Fitzhugh apologies for absence were read by the Proper Officer. The apologies for absence were seconded.

RESOLVED THAT – The apologies be APPROVED.

PL 02 23/24 – Declarations of interest – No declarations were issued.

PL 03 23/24 - Minutes of the previous meetings – The Minutes of the previous meeting were seconded.

RESOLVED THAT – The Minutes be APPROVED.

PL 04 23/24 – Public session – No questions were posed during the meeting. No questions were issued via the website or email prior to the meeting. The Proper Officer provided an update on questions posed at January's Council Meeting concerning lengthening the time and installing audio at the pedestrians crossing and repairing the directional filter at the junction where Kilburn and Harrow Road meet. TFL has advised that "The traffic light is running as per specification, that there is no audible as the crossings operates in different phases and it would cause confusion and is potentially dangerous to visually impaired people. Regarding the directional filter TFL reported that the directional arrows is fully functional and only comes on at Pole 14 when certain traffic management plans are implemented based on traffic volume/time of day etc."

PL 05 23/24 – Financial Report – In the absence of the RFO, the Proper Officer provided the financial report outlining that the first quarter spending is on track, and that £8736 was successful fundraised from the National Lottery. The report was seconded.

RESOLVED THAT – The report be NOTED.

PL 06 23/24 – Reports regarding Contractors – The Proper Officer delivered a report recommending the Committee considers the impact of the ongoing contract with Hammersmith Community Gardens Association and make recommendations

about the terms of the contract in order to promote sustainability and increase impact of the work undertaken through the contract. Councillors discussed the various outcomes achieved by the contact agreeing that enhancement in the park should be maintained due to the positive impact on the community. Councillors agree that the enhancement of Queen's Park Gardens should ideally sit with the City Council, but that QPCC should continue this area of work until such time that the City Council takes on responsibility. Regarding the Dog Strategy contract, the Committee recommends that the Council seeks ways to provide training courses and other educational services for dog owners, and combat anti-social behavior and dog fouling issues through educational/informational avenues. The Committee agreed that patrolling and enforcement efforts should be the remit of the City Council only. The Committee agrees that QPCC should continue to lobby for the return of Dog Waste Bins. The report was seconded.

RESOLVE THAT – The report be NOTED.

PL 07 23/24 – Planning Working Group – In the absence of the Planning Working Group coordinator, the Proper Officer delivered the report. The Working Group coordinator contacted the developers at Project Flourish to gain information about the developments' impact on transport and services and it's affects on the residents of Queen's Park. The Developers issued the working group with an information sheet highlighting responses to questions posed at various consultation meeting and an invitation for QPCC councilors to attend a meeting to discuss further. Members of the public raised concerns about the environmental impact of the development. Specifically, air pollution relating to the release of toxic waste which was historically buried at the site. Suggestions were made that QPCC writes to Kensington and Chelsea Council to raise its concerns and ascertain further information regarding the development and its impact assessment. The report was seconded.

RESOLVE THAT – The report be NOTED.

PL 08 23/24 – Working Groups – The Proper Officer delivered a report on behalf of the Working Groups highlighting that:

- The Public and Community Arts working group has not met since its last meeting, but plans for a Community theatre project were being put in place.
- The Air, Environment and Climate emergency working group has also not yet met, the working group will facilitate a workshop following this meeting and a report will subsequently be made available to the Committee.

PL 09 23/24 - Air Quality Monitoring Report – Ray Lancashire delivered a report on the latest results of the Air Quality monitoring. The Monitoring data revealed that *levels of nitrogen dioxide were higher than the six months prior potentially a result of increased cars use due to cold weather. The full report is available on the Council's website. The report was seconded.*

RESOLVE THAT – The report be NOTED.

PL 10 23/24 – Chair's Report – The Chair provided a short update on their work facilitating Street Play sessions on Ashmore Road. The report was seconded.

RESOLVED THAT – The report be NOTED.

PL 11 23/24 – Officer's Report – The Proper Officer delivered a report outlining development in various areas of work including:

- That the new deadline for Play Street designation is now April 2024
- QPCC supporting resident's involvement in an internal air quality monitoring study.
- *Updates from Monthly meeting with WCC Parks team regarding the development of shared usage agreement for the Park Hut.*
- *Updates on the Community Clean-up Project*
- *The start of the Big Garden Clean-up Project*
- *The Public and Community Arts working group is developing a theatre project*

Meeting closed at 19:32

Signed by.....

Date.....

Councillor Sandra Bynoe (Chair of Place Committee)

Minute Ref: PL01 –11 23/24

QUEEN'S PARK COMMUNITY COUNCIL

Minutes of the Place Committee Meeting held at St Jude's Community Hall, 71 Illbert St

on **Wednesday 11 October** commencing at 18:00

Present: Councillors Sandra Bynoe (Chair), Cllr John McArdle

Also present: Shuwanna Aaron (Proper Officer) Cllr Samantha Alleyne, and two member of the public

THIS MEETING WAS NO QUORATE AND WAS SUBSEQUENTLY CANCELLED.

Signed by.....

Date.....

Councillor Sandra Bynoe (Chair of Place Committee)

Minute Ref: PL12 –22 23/24

QUEEN'S PARK COMMUNITY COUNCIL

Minutes of the People Committee Meeting held at St. Luke's Church

on **Wednesday 19 July 2023** commencing at 18:00.

Shuwanna Aaron, Proper Officer

19th July 2023

Present: Councillors: Orrel Lawrence (Chair), Eartha Pond (Vice-chair), Samantha Alleyne, Brian Nicholas, and Sandra Bynoe.

Also present: Shuwanna Aaron (Director), Katherine Brion and Ella Rayner (Community Development Interns) and two members of the public.

PP 01 23/24 - Apologies for absence – Councillors Fitzhugh and Diamond issued apologies for absence which was presented by the Proper Officer. The apologies were seconded and votes were undertaken.

RESOLVED THAT, the apologies be APPROVED

PP 02 23/24 - Declarations of interest – No declarations were made.

PP 03 23/24 - Minutes of the previous meetings – The minutes of the previous meeting were circulated with the meeting papers and accepted a read. The minutes were seconded as an accurate account of the meeting and a vote was undertaken.

RESOLVED THAT, the minutes be APPROVED

PP 04 23/24 - Public session – No questions were posed.

PP 05 23/24 - Financial Report – The financial report was circulated as part of the meeting's papers and was accepted as read. The report was seconded and a vote was undertaken.

RESOLVED THAT, the report be NOTED

PP 06 23/24 ASB and Sexual Offences Report – Ray Lancashire presented a report of recent statistics on Anti-Social Behavior and Violent Sexual Offences, comparisons were made with regards to previous years and the figures in other wards. Councillors posed questions and the Proper Officer outlined that the report was published in full on the Council's website. The report was seconded and a vote was undertaken.

RESOLVED THAT, the report be NOTED

PP 07 23/24 - Working Group report – The Proper Officer delivered a verbal report outlining that the Children and Young People Working Group were once again supporting the facilitation of Summer in Queen's Park activities providing free summer offers for low income families including a Cook Off and Food Festival. Plans for the Summer Festival were being taken

forward with suggestions from the Events Working Group. A housing engagement activity would be undertaken at Summer Festival as part of the work of the Community Engagement Working Group. A well-being project would be undertaken with residents at Juniper House and Brooke Court assisted living housing to help tackle isolation. Councillors asked questions and discussed how they could contribute to the projects. The report was seconded and a vote was undertaken.

RESOLVED THAT, the report be NOTED

PP 08-23/24 - Chair's Report – The Chair did not deliver a report.

PP 09-23/24 - Officers' Report – The Proper Officer delivered a verbal report highlighting ongoing work supporting the projects outlined in the working group report in addition to updates regarding the progress of delivery of the Queen's Park Voice, funding applications, increases in volunteer numbers, operation improvements and the start of the Summer Internships. The report was seconded and a vote was undertaken.

RESOLVED THAT, the report be NOTED.

QUEEN'S PARK COMMUNITY COUNCIL

Minutes of the People Committee Meeting held at St. Luke's Church
on **Wednesday 25th October 2023** commencing at 18:00.

Shuwanna Aaron, Proper Officer

18th October 2023

Present: Councillors: Orrel Lawrence (Chair), Eartha Pond (Vice-chair), Samantha Alleyne, Sandra Bynoe, Roger Diamond.

Also present: Shuwanna Aaron (Director), and three members of the public.

PP 10 23/24 - Apologies for absence – No apologies were issued. Councilors Nicholas and Wilson were absent.

PP 11 23/24 - Declarations of interest – No declarations were made.

PP 12 23/24 - Minutes of the previous meetings – The minutes of the previous meeting were circulated with the meeting papers and accepted a read. The minutes were seconded as an accurate account of the meeting and a vote was undertaken.

RESOLVED THAT, the minutes be APPROVED

Councillor Nicholas enters: 18:20

PP 13 23/24 - Public session – A member of the public raised an issue regarding bicycle storage hangers across the area, suggesting the Council update the Neighborhood Plan to reflect the increase in storage hangers. The Proper Officer confirmed that progress reports on the Neighborhood can be published on the Council's website to keep the community informed but the plan could only be updated with substantial changes.

PP 14 23/24 - Financial Report – The Responsible Financial delivered a verbal report, noting no areas for concerns with regards to the budget and the generation of income to support various projects. The RFO also noted a new relationship with London Mutual Credit Union which included promoting membership among residents and the potential for future partnership work to support residents' financial well-being. The report was seconded and a vote was undertaken.

RESOLVED THAT, the report be NOTED

PP 15 23/24 - Working Group report – The Proper Officer delivered a verbal report outlining planned housing and precept consultation with residents over the coming months. Including in the Queen's Park Voice, at Winter Festival and through online channels. The Proper Officer also outlined plans for the upcoming Black History Month workshops and reception, Fireworks Display and Christmas celebration events. Councilors discussed a number of concerns

regarding stalls at Summer and Winter Festival and requested a review of how staller holder are selected, the streamlining and greater oversight of stall applications and allocation. The Proper Officer also outlined the activities being undertaken through the Well-being Wednesdays, Carers' Time for self and Communithea projects. The report was seconded and votes were undertaken.

Councillor Nicholas exists: 18:50

RESOLVED THAT, the Proper Officer work with the Events Coordinator to review the process of allocation stalls at Summer and Winter Festival.

RESOLVED THAT, the report be NOTED.

PP 16-23/24 - Chair's Report – The Chair did not deliver a report.

PP 17-23/24 - Officers' Report – The Proper Officer delivered a verbal report noting that most updates were covered in the Working Group report, in addition to outlining other updates such as the developments of the Free Usage Scheme at the Jubilee Community Centre and the expectation of the next issue of the Queen's Park Voice.

RESOLVED THAT, the report be NOTED.

Meeting ends: 19:52

Minute Ref: PP10-17 – 23/24	
Signed by..... Cllr. Earth Pond (Vice-chair)	Date.....

Report To:	Queen's Park Community Council		
Title:	Councillors Attendance and Allowance Policy		
Purpose:	For Decision		
Author:	Shuwanna Aaron, Director		
Date of Meeting	17 January 2024	Agenda Item	048 – 23/24

1 Summary

This report sets out some issues around councillor attendance and councillor allowances and invites discussion on the matters raised.

2 Recommendations

- (1) That the contents be noted.
- (2) That councillors discuss the contents and advise the Proper Officer on actions to be taken.

3 Background

- 3.1 At its meeting on 18 October 2023 the Council approved a batch of payments which made between May and September, including some payments of Councillor Allowance for 2023/24. In discussion councillors asked what procedure were in place to recover the payment where a councillor subsequently left the Council and did not complete the year either by resigning, being removed, or simply not attending meeting and engaging in the various functions of the Councillors' role. The Proper Officer was asked to prepare a report on such matters and bring it to a future meeting of the Council.

4 Proper Officer's Findings

- 4.1 In researching the Council's policies the Proper Officer established that there was no Policy for Councillor Allowances, only a procedure for paying them. By implication, any person who was a councillor on the first day of the financial year (or municipal year in the case of an election year) would have an entitlement to claim the allowance even if they ceased to be a councillor immediately the payment was received.
- 4.2 It was also established that the Council does not have a Policy on Councillors' attendance and participation in the activities of the Council. While there is a legal process through which Councillors can be disqualified for persistent absence (which has previously been used by the Council) mere compliance with this falls far short of the standard Queen's Park Community Council expects of its Councillors.

5 Proposals

- 5.1 In order to provide the Council with the opportunity to implement Policies which ensure a commitment to the role of Councillor and prevent the misuse of limited resources a new policy has been drafted which encompasses principles for both Councillors' Attendance and Allowances. A copy of this policy is attached for discussion.
- 5.2 As this is a new area for the Council the drafts are also being discussed with the Surrey ALC as the local association. The outcome of these discussions will be reported verbally to the meeting.

6 Next Steps

- 6.1 If the principles are approved by the Council a comprehensive Councillor Attendance and Allowance Policy will be prepared for approval at the Annual Meeting in May 2024 and any necessary amendments made to the Standing Orders which will be presented to the same meeting.

Members' Attendance and Allowance Policy

Purpose of this policy

Attendance at and participation in Council, Committee and Working Group meetings are an essential part of the Councillor's role and underpin the Council's democratic processes.

In addition to being on the Council, each Councillor is expected to be on at least one of the two main Committees, People and Place, and is expected to support Working Groups and Events.

As such, the following attendance policy has been established to ensure that all members are aware of the expectations and to provide guidelines for managing absences and lateness.

1. General

- a. Council and Committee meetings always take place from 18:00 – 20:00, on the dates approved during the Annual Meeting except where an extra-ordinary meeting is called or a meeting is cancelled.
- b. Notice of extra-ordinary Meetings, Community Meetings, Working Group Meetings and Training Meetings will be received through the same process as notices for Council and Committee Meetings (At the Annual Meeting and/or with at least three clear days before the meeting)
- c. Councillors are expected to arrive at the meeting location at least five minutes before the meeting is due to commence.
- d. Lateness is defined as arrival 10 or more minutes after the meeting commences without prior notice to the Proper Officer.
- e. Councillors must issue apologies for absence to the Proper Officer by **15:00pm the day before** the meeting, except in the case of an emergency when apologies must be issued before the set commencement of the meeting.
- f. Apologies for absence must be issued with a reason and is subject to approval by the meeting for which the apology is issued, except in the case of absence at Community Meetings, Working Group Meeting and Trainings Sessions, when approval will be tabled at the next Full Council Meeting.
- g. Apologies for absence issued after the set commencement of a meeting, or issued without a reason will not be put to a vote for approval and will result in a record of no-contact absence.
- h. Councillor are expected to be in attendance for the full duration of a meeting and must issue apologies, in accordance with 1(e – g) if they will attend a meeting for

one hour or less. Such apologies will be Noted by the meeting.

2. Recording Attendances and Absence

- a. In accordance with Local Government Act 1972, s 85(1) and (2) "If a member of a local authority fails throughout a period of six consecutive months from the date of his last attendance to attend any meeting of the authority, he shall, unless the failure was due to some reason approved by the authority before the expiry of that period, cease to be a member of the authority." For the purpose of calculating attendance the following meetings qualify:
 - Meetings of the Full Council
 - Meetings of any committee to which you are a member
 - Meetings of any Working Groups to which you are a member
 - Meetings of any external bodies to which you have been appointed to attend
 - Any meetings called by the Council to which your attendance is requested and which discharges a function of the Council. (Such as the Annual Community Meeting and Councillors' Induction and Trainings Sessions)
- b. A record of attendance is kept by the Proper Officer and will be published before each Annual Meeting as part of the governance reports. The record will be categorized as follows:
 - P** – Present
 - PP** – Partially Present
 - AA** – Approved Apologies
 - UA** – Unapproved Apologies
 - NC** – No Contact
- c. The record will not reflect rescheduled or cancelled meetings, except where meeting is rescheduled or cancelled due to quoracy.
- d. All UA and NC records will be included in the calculations of absence.
- e. Councillors can seek the recategorization of No-Contact Absences to an Approved Absence by issuing apologies at a meeting of the responsible body (Council or Committee meeting) within six months of the meeting to which they were absent.
- f. The Chair of the meeting shall have the right to cast a second vote, where the first is tied.
- g. Once an apology for absence is approved or rejected, there can be no further voted to recategorize the absence.

- h. Councillors should refer to other requirements and policies regarding attendance as outlined in the Standing Orders and Local Government Legislation.

3. Councillors' Allowance

- a. Councillors' Allowance is set at £250 per annum (paid in arrears and subject to income tax) and is made available to Councillors at the start of each new financial year.
- b. Where a Councillors' unapproved and no-contact absence (UA and NC) reaches or exceeds 1/4 of the Meetings (rounded down) to which their attendance is required, a fifty percent cap will be placed on the Councillors' Allowance payable (£100 subject to income tax) The cap will also apply to request for Councillors' Allowance to be donated to a charity of community interest company or organization.
- c. For the purpose of calculating whether a cap is to be place on Councillors' Allowance, unapproved and no-contact absence at the following meetings quality:
- Meetings of the Full Council
 - The Annual Community Meeting
 - Meetings of any committee to which you are a member
 - Meeting of any Working Group to which you are a member
 - Induction and Training Sessions

Please see appendix A for an illustration of possible calculations.

4. Recourse

- a. Councillors can seek recourse by writing to the Chair outlining the circumstances under which recourse is sought. The Chair of the Council along with the Forward Planning Working Group will make a final decision.

Councilors' Acknowledgement

By signing below, I acknowledge that I have read and understand this attendance policy.

<p>Name:</p>	<p>Signature:</p> <p>Date Signed:</p>
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Appendix A

Please note the figures below are only illustrative, the number of meetings each year are likely to var.

	Meeting	Total	Maximum unapproved absence
One Committee Membership	4 – Council Meetings	13 Meetings	3 Meetings
	1 – Community Meeting		
	4 – Committee Meetings		
	2 – Working Group Meetings		
	2 – Induction/ Training Session		
Two Committee Membership	4 – Council Meetings	16 Meetings	4 Meetings
	1 – Community Meeting		
	8 – Committee Meetings		
	1 – Working Group Meeting		
	2 – Induction/ Training Session		

Key Terms

Absent

Failure to attend a meeting which discharges functions of the Council to which your attendance is requested.

Approved Absence

An approved absence occurs when an apology for absence is:

- Issued before the planned commencement of the meeting.
- Is approved by a vote at the meeting for which the apology was issued or a meeting of the same body within six months.
- Is approved at a meeting of the Full Council within six months of the issuance of apology - in the case of Community, Working Group and Induction/Trains Sessions.

Unapproved Absence

An unapproved absence occurs when a vote to approval apologies is rejected at a meeting of the responsible body within six months of the issuance of the apology.

No Contact Absence

A no-contact absence is recorded when:

- No apology for absence is issued
- An apology for absence is issued without a reason
- An apology for absence is issued after the set commencement of a meeting

Partially Present

Partially Present is recorded when a Councillor is in attendance for one half or less of a meeting's planned duration. E.g. One hour or less for Council and Committee meeting which each have a two-hour duration.

Lateness

Failure to arrive at a meeting to which your attendance is required within ten minutes of the set commencement.

Report To:	Queen's Park Community Council		
Title:	Finance Report		
Purpose:	For Decision		
Author:	Cllr John McArdle, Responsible Financial Officer and Shuwanna Aaron, Director		
Date of Meeting	17 January 2024	Agenda Item	049 – 23/24

1 Summary

This report summarises the current financial position at the three-quarter point, and recommends the approval of payments made between October and December 2023.

2 Recommendations

- (1) That the contents be noted.
- (2) That payments to the value of £57,555.76 in the appendix be approved.

3 Background

- 3.1 This report has been prepared by Councillor John McArdle as Responsible Financial Officer with Director Shuwanna Aaron. It deals with the year to date.

4 Approval of Payments

- 4.1 The appendix set out all payments, including redacted payments, made by the Council during the period from October to December. The total paid was £57,555.76 of which £16,190.43 were redacted.
- 4.2 Approval is sought now for these payments.

5 Current Financial Position

- 5.1 A detailed analysis has been undertaken of income and expenditure on each Cost Centre and these are shown in the appendix with a comment where the projected variance is a difference of £100 or 15%. While there are some overspends and underspends on individual budget lines, the overall financial picture is broadly in line with the revised budget.
- 5.2 The exception is Project Income where an ambitious target of £35,000 had been set and this is unlikely to be met.
- 5.3 In May 2023 the Council approved the opening of a savings account. This has now borne fruit with an interest payment of £377 for the half-year.

Appendix 1: List of Payments

Date Paid	Payee Name	Transaction Detail	Amount Paid
05/10/2023	Barclays	Barclays	£8.50
06/10/2023	PKF Littlejohn	Audit fees	£756.00
09/10/2023	Capsule CRM	Monthly fee	£57.60
09/10/2023	Jacadi Nicholas	Carnival Chill event	£300.00
12/10/2023	FaceBook	Boosting	£3.00
13/10/2023	FaceBook	Boosting	£3.00
16/10/2023	Amazon	Equipment	£71.70
16/10/2023	FaceBook	Boosting	£3.00
16/10/2023	FaceBook	Boosting	£3.00
16/10/2023	oPlugin	Cal Subs	£124.20
17/10/2023	Amazon	PPE for cooking class	£6.29
17/10/2023	HAMMERSMITH COMMUNITY	Q2 23/24	£3,595.75
17/10/2023	Monette Akkison	Performance fee	£175.00
17/10/2023	Microshade Business Cons	Hosting	£260.52
17/10/2023	Surrey & Sussex ALC	Subscriptions for 23/24	£2,395.33
17/10/2023	St Luke's PCC	Premises hire for cooking cla	£395.50
17/10/2023	FaceBook	Boosting	£7.00
17/10/2023	M&S	Office supplies	£5.25
17/10/2023	FaceBook	Boosting	£5.00
17/10/2023	Creative Futures	Part 2 of grant	£1,195.00
18/10/2023	Printing Today	Banner	£23.17
19/10/2023	M&S	Meeting refreshments	£2.45
26/10/2023	Library of Things	Hire projector and screen	£30.50
26/10/2023	Amazon	Supplies	£68.99
26/10/2023	Amazon	Equipment	£81.86
26/10/2023	Amazon	Equipment	£41.09
26/10/2023	Amazon	Equipment	£8.53
26/10/2023	Amazon	Equipment	£27.91
26/10/2023	Amazon	Equipment	£33.98
26/10/2023	Amazon	Supplies	£7.00
26/10/2023	Library of Things	Hires	£5.00
30/10/2023	Redacted	Redacted	
30/10/2023	Redacted	Redacted	
30/10/2023	Happy Lizzy Event Planning	Banners	£121.27
30/10/2023	Happy Lizzy Event Planning	Microphone and PA	£200.00
30/10/2023	Happy Lizzy Event Planning	Toys for winter grotto	£315.76
30/10/2023	Apogee Corporation Ltd	Printer supplies	£76.66
30/10/2023	Rialtas Business Solutions	ALPHA user training	£144.00
30/10/2023	LOUISE M ISAAC	Spoken Word performance	£100.00
30/10/2023	Cllr John McArdle	Expenses Poppy Wreath	£24.99
30/10/2023	Happy Lizzy Event Planning	Toys for fireworks	£299.28
30/10/2023	A2 Dominion	Room hire for event 13 Aug 2	£481.60
30/10/2023	Vodafone	Calls and data	£63.00
30/10/2023	Black Ballad	Research for BHM	£4.99
31/10/2023	Onecom	Monthly fee	£79.56
31/10/2023	Library of Things	Hires	£20.50
01/11/2023	Redacted	Redacted	

06/11/2023	Barclays	Charges	£8.50
07/11/2023	Microshade Business Cons	Hostinh	£260.52
07/11/2023	Maria Watkins	Poetry performance	£175.00
07/11/2023	Shaun Powerz	DJ Services	£250.00
07/11/2023	Happy Lizzy Event Plannin	Fireworks planning	£1,950.00
07/11/2023	Angela MUA and Hair	BHM Workshop	£300.00
07/11/2023	Shuwanna Aaron	Expenses BHM	£99.25
07/11/2023	Capsule CRM	Subscription	£67.20
08/11/2023	A2 Dominion	Office 6 24 May	£78.00
08/11/2023	Walton Lane Audio Service	PA and stalls	£1,087.50
09/11/2023	WPForms	Webform plug in	£41.49
10/11/2023	Parc Ponies Limited	Balance of winter donkeys	£600.00
10/11/2023	Parc Ponies Limited	Deposit for winter donkeys	£120.00
10/11/2023	Shellscape Pyrotechnics Lt	Fireworks show	£5,400.00
10/11/2023	Road Traffic Solutions	Security and stewarding	£4,319.10
10/11/2023	Canvar	Subscription	£99.99
13/11/2023	FaceBook	Boosting	£6.00
16/11/2023	Local Shop	Supplies	£8.14
24/11/2023	A2 Dominion	Office 6, 18 and 25 Oct	£117.00
24/11/2023	Netwise UK	Website support	£396.00
24/11/2023	Summer James Brown	Filml works (1 of 3)	£133.00
24/11/2023	Perise Campbell	Film works (2 of 3)	£133.00
24/11/2023	Renee Thomas	Film works (3 of 3)	£133.00
28/11/2023	Redacted	Redacted	
28/11/2023	Redacted	Redacted	
28/11/2023	Rialtas Business Solutions	Rialtas training for RFO	£642.00
28/11/2023	Dunford Wood	Deposit for social	£250.00
29/11/2023	Vodafone	Callls and data	£63.00
30/11/2023	Redacted	Redacted	
30/11/2023	Redacted	Redacted	
30/11/2023	Redacted	Redacted	
30/11/2023	Onecom	calls and data	£79.60
01/12/2023	S S K Osei	Yoga Sessions	£200.00
01/12/2023	T I S McKenzie	Hand and shoulder massage	£140.00
04/12/2023	Barclays	Bank charges	£8.50
04/12/2023	Rymans	Wall Planner 2024	£9.99
05/12/2023	High Street Vouchers	Voice delivery tokens	£174.00
07/12/2023	Capsule CRM	Monthly fee	£67.20
07/12/2023	Local Shop	Supplies	£7.12
07/12/2023	Printing Today	Supplies	£83.28
08/12/2023	Amazon	Suggestion boxes	£74.97
11/12/2023	Uber	Travel from event	£5.00
11/12/2023	Uber	Travel from event	£23.17
11/12/2023	Waitrose	Hampers	£48.49
12/12/2023	ClickSend	Mailing software	£10.00
14/12/2023	Walton Lane Audio Service	Set up Winter fair	£1,350.00
14/12/2023	Happy Lizzy Event Plannin	Santa Truck 5/6 Dec	£400.00
14/12/2023	Happy Lizzy Event Plannin	General expenses	£2,166.34
14/12/2023	Happy Lizzy Event Plannin	Winter Fair planning	£1,170.00
14/12/2023	Microshade Business Cons	Hosting	£260.52

14/12/2023	Pepe Duncan	Head Wrap workshop	£80.00
14/12/2023	Sandra Bynoe	Place refreshments	£15.38
14/12/2023	John Good	Print QP Voice Dec	£1,413.00
14/12/2023	A2 Dominion	Room booking charge	£2.20
15/12/2023	EBAY	Supplies	£29.99
15/12/2023	EBAY	Supplies	£16.00
15/12/2023	EBAY	supplies	£10.95
15/12/2023	EBAY	EBAY	£8.95
15/12/2023	EBAY	SUPPLIES	£8.99
15/12/2023	EBAY	SUPPLIES	£8.99
15/12/2023	EBAY	supp;ies	£8.99
15/12/2023	EBAY	SUPPLIES	£6.89
15/12/2023	EBAY	SUPPLIES	£3.19
15/12/2023	EBAY	SUPPLIES	£2.93
20/12/2023	Sainsburys	Refund	-£54.14
20/12/2023	Sainsburys	To be refinded	£54.14
21/12/2023	Waitrose	Supplies	£58.00
21/12/2023	Waitrose	Supplies	£10.00
21/12/2023	LIDL	Supplies	£4.98
21/12/2023	Waitrose	Supplies	£32.00
21/12/2023	Sainsburys	Supplies	£84.53
22/12/2023	Uber	Travek from event	£24.48
22/12/2023	Dunford Wood	Winter Social and Awards	£851.65
22/12/2023	Local Shop	Supplies	£23.94
22/12/2023	Local Shop	Supplies	£2.69
27/12/2023	First Aid Cover	Medical facilities	£365.00
27/12/2023	First Aid Cover	medical facilities	£365.00
27/12/2023	Shuwanna Aaron	Taxi after event	£19.27
27/12/2023	HAMMERSMITH COMMUN	Q3 23-24	£2,935.00
27/12/2023	Redacted	Redacted	
27/12/2023	Redacted	Redacted	
27/12/2023	Redacted	Redacted	
27/12/2023	Sandra Bynoe	Various Expenses	£181.22
29/12/2023	Onecom	Broadband	£79.56
29/12/2023	Vodafone	Calls abd data	£63.00
Total Payments			£57,555.76
Redacted Payments			£16,190.43

Detailed Budget Monitoring 2023/24 as at Dec-23

100	Income	Target	YTD	To Come	Forecast	Variance	%
1010	Project Income	35,000	22,891	9,000	31,891	3,109	91%
1076	Precept	172,106	172,106	-	172,106	-	100%
1105	Bank Interest	-	377	-	377	- 377	
Total Income		207,106	195,374	9,000	204,374	2,732	1

Income still being sought

101	Staff Costs	Target	YTD	To Come	Forecast	Variance	%
4100	Staff costs	93,559	58,500	30,085	88,585	4,974	95%
4105	Training	1,000	536	500	1,036	- 36	104%
Total Staff costs		94,559	59,036	30,585	89,621	4,938	95%

Vacancies throughout year

102	Adminisrtation	Target	YTD	To Come	Forecast	Variance	%
4101	Councillor allowances	3,000	1,000	1,250	2,250	750	75%
4105	Training	1,000	120	500	620	380	62%
4120	Insurance	1,500	1,665	-	1,665	- 165	111%
4125	Office Rent	10,000	10,000	-	10,000	-	100%
4126	Room Bookings	1,000	334	300	634	366	63%
4127	Office Maintenance	500	10	450	460	40	92%
4128	Catering	200	233	30	263	- 63	132%
4130	IT Costs	6,000	3,285	2,000	5,285	715	88%
4132	Stationery & Materials	700	356	150	506	194	72%
4133	Chair's Allowance	75	-	-	-	75	0%
4135	Tel & post	1,500	1,091	400	1,491	9	99%
4137	Subscriptions	3,000	2,395	-	2,395	605	80%
4139	Travel expenses	300	80	300	380	- 80	127%
4140	Professional fees	500	-	-	-	500	0%
4142	Audit fees	1,500	832	800	1,632	- 132	109%
4144	Bank charges	102	81	26	107	- 5	104%
Total Administration		30,877	21,482	6,206	27,688	3,190	90%

Insurance costs have risen

More catering at meetings

Possible underspend
Additional work involved

201	Communications	Target		YTD	To Come	Forecast	Variance	%	
4110	Website	2,500		382	1,000	1,382	1,118	55%	Change of supplier caused delays
4200	Queens Park Voice	4,500		4,471	-	4,471	29	99%	
4236	Marketing	500		290	250	540	- 40	108%	
Total Communications		7,500		5,143	1,250	6,393	1,107	85%	

301	Place Committee	Target		YTD	To Come	Forecast	Variance	%	
4300	Community Gardening	17,500		10,848	5,500	16,348	1,152	93%	Possible underspend
4301	Dog Strategy	-		-	250	250	250	50%	Possible underspend
4305	Park Development	500		-	-	-	500	0%	Possible underspend
4400	Neighbourhood Plan	-		-	-	-	-	N/A	
4405	Retailers' Support	100		-	100	100	-	100%	Possible underspend
4410	Air Quality	300		138	-	138	162	46%	Possible underspend
4420	Public & Community Arts	300		-	-	-	300	0%	Possible underspend
4999	Climate Emergency	100		120	-	120	- 20	120%	Small overspend
Total Place Committee		19,300		11,106	5,850	16,956	2,344	88%	

401	Events	Target		YTD	To Come	Forecast	Variance	%	
1410	Income Summer Festival	10,000		6,550	-	6,550	3,450	66%	The sponsorship environment is challenging
1411	Income Fireworks	7,500		5,246	-	5,246	2,254	70%	
1412	Income Winter Fair	1,500		3,684	-	3,684	- 2,184	246%	Additional support obtained
1415	Income BHM	-		1,527	-	1,527	- 1,527	N/A	Unbudgetted income
4201	Events Administration	9,300		7,800	1,500	9,300	-	100%	Extra activities programmed
4205	Winter Fair	3,200		6,054	-	6,054	- 2,854	189%	
4206	Winter Social	100		-	-	-	100	0%	

4210	Summer Festival	17,000		15,944	-	15,944	1,056	94%	Restricted by rain
4220	Fireworks	10,000		10,202	-	10,202	- 202	102%	Small overspend
4240	Black History Month	1,500		2,578	-	2,578	- 1,078	172%	Larger event than originally planned
Events Income		19,000		17,007	-	17,007	1,993	90%	
Events Expenditure		41,100		42,578	1,500	44,078	- 2,978	107%	

501	People Committee	Target		YTD	To Come	Forecast	Variance	%	Small overspend
4107	Community engagement	1,000		109	750	859	141	86%	
4129	Volunteer Development	500		486	-	486	14	97%	
4425	Social Inclusion	400		421	-	421	- 21	105%	
4430	Children & Young People	3,000		2,955	-	2,955	45	99%	
Total People Committee		4,900		3,971	750	4,721	179	96%	

601	Grants	Target		YTD	To Come	Forecast	Variance	%
4134	Community Grants	10,505		11,700	-	11,700	- 1,195	111%
4136	Pop Up Fund	2,000		1,100	900	2,000	-	100%
4138	Special Grants	-		-	-	-	-	N/A
Total Grants		12,505		12,800	900	13,700	- 1,195	110%

			YTD	To Come	Forecast	Variance	%
Grand Total Income		226,106	212,381	9,000	221,381	4,725	98%
Grand Total Expenditure		210,741	156,116	47,040	203,156	7,585	96%

* Find this file in Citrix under Finance/BUDGET

Report To:	Queen's Park Community Council		
Title:	Budget and Precept for 2024/25		
Purpose:	For decision		
Author:	Shuwanna Aaron, Director, and Cllr John McArdle, Responsible Financial Officer		
Date of Meeting	17 January 2024	Agenda Item	050 – 23/24

1 Summary

This report sets out proposals for both the budget and precept for 2024/25 and seeks the approval of the Council for these.

2 Recommendations

That the Council notes the contents of this report, discusses and approves:

- (1) The detailed budgets for income and expenditure for 2024/25 set out in the Appendix A, B and C and summarised in Table 2;
- (2) that the Council considers and approves an increase to the precept between 6% and 11% and advises the City of Westminster of this.

3 Background

- 3.1 Each year the Council is required to set both an annual budget and the level of precept and notify these to the City of Westminster by the end of January. This means that decisions on these matters have to be taken at the January meeting.
- 3.2 At the Annual Meeting in May 2023, Council initiated a discussion regarding an increase to the precept to rebuild its reserves, thereby facilitating financial security and the sustainability of service provision. A consultation was subsequently undertaken with responses from 0.95% of the electorate. In the main, the responses indicate residents' preparedness to pay more Council Tax to maintain and expand services.

Table 1

Would a £5 increase to your annual Council Tax make it un-affordable?			Would you object to a £5 increase to your annual Council Tax if it were directly reinvested into local events, activities and services?		
Yes – 35%	No – 49%	Unclear – 16%	Yes – 33%	No – 62%	Unclear – 5%

- 3.3 While an increased precept is recommended, the Council should give due consideration to the sample size and may wish to increase at a lower level than consulted (£4 (8%) or £3 (6%))
- 3.4 A forecast of income and expenditure to the end of 2023/24 has been compiled, and used together with any planned service changes to project both income and expenditure for 2024/25 with consideration of the three potential values of the precept increase. The high-level figures of are shown in the table below and full line by line calculations of in the Appendix

Table 2

	Budget 23/24	Forecast 23/24	24/25 Budget 11% Increase	24/25 Budget 8% Increase	24/25 Budget 6% Increase
Total Income	£226,106	£ 219,854	249,568	245,868	£242,166
Total Expenditure	£ 200,236	£ 203,156	£213,522	£213,522	£213,522
Income less Expenditure	£ 25,870	£ 16,698	36,046	32,346	£28,644
Precept	£172,106	£172,106	£193,567	£189,867	£186,167

4 Income

- 4.1 The bulk of the Council's income comes from the precept, which is collected by the City Council on our behalf. This sum is derived from a rate set by the Community Council multiplied by a figure which represents the number of households in the area who are expected to pay the charge. For 2024/25 this number has been calculated by the City Council as 3,700.40 Band D equivalents, an increase of 62.57 on the 3,637.83 used in the previous year. Using the multiplier above and the possible percentage the below demonstrates the expected increase compared to the previous year.

Value of possible precept increase		
%	£	Total
11%	£5.00	£ 18,502.00
8%	£4.00	£ 14,801.60
6%	£3.00	£ 11,101.20

- 4.3 For 2023/4 the Income budget was set to £35,000 with the intention of devoting staff time to bidding for external funding for projects. In the event, staff shortages prevented this from being met but the same figure has been put in for 2024/25 as a stretch target.

5. Expenditure

- 5.1 In most cases the budget against a specific line will closely match that of previous year with no major changes.

- 5.2 The exceptions are:

1. £3000 increase to office rent to enable preparedness should the Council approve an in-year office move which will be proposed at the March Meeting.
2. £4678 increase to staff costs - 5% as is the standard each year
3. £1000 increase to Black History Month expenditure
4. £1800 increase to Winter Fair budget
5. £600 increase to Social Inclusion
6. £1000 increase to Community Engagement

Budget Calculations for 2024-25

This:

		Revised 23/24	Forecast 23/24	Proposed Budget (11%)	Change Yr to Yr
100	Income	Original	Target		
1010	Project Income	35,000	31,891	35,000	-
1076	Precept	172,106	172,106	193,568	21,462
1105	Bank Interest	0	377	500	500
	Total Income	207,106	204,374	229,068	21,962

101	Staff Costs				
4100	Staff costs	93,559	88,585	98,237	4,678
4105	Training	1,000	1,036	1,050	50
4235	Recruitment Advertising		-	-	-
	Total Staff costs	94,559	89,621	99,287	- 9,666

102	Administration				
4101	Councillor allowances	3,000	2,250	3,000	-
4105	Training	1,000	620	1,000	-
4120	Insurance	1,500	1,665	1,575	75
4125	Office Rent	10,000	10,000	13,000	3,000
4126	Room Bookings	1,000	634	1,000	-
4127	Office maintenance/relocation	500	460	500	-
4128	Catering	200	263	300	100
4130	IT - hosting, computers, email	6,000	5,285	6,000	-
4132	Stationery & Materials	700	506	700	-
4133	Chair's Allowance	75	-	75	-
4135	Tel & post	1,500	1,491	1,575	75
4137	Subscriptions	3,000	2,395	3,000	-
4139	Travel expenses	300	380	500	200
4140	Professional fees	500	-	200	- 300
4142	Audit fees	1,500	1,632	1,750	250
4144	Bank charges	102	107	110	8
4150	Elections costs	0	-	-	-
	Total Administration	30,877	27,688	34,285	- 6,598

201	Communications				
4110	Website	2,500	1,382	2,500	-
4200	Queens Park Voice	4,500	4,471	4,800	300
4236	Marketing	500	540	750	250
	Total Communications	7,500	6,393	8,050	- 1,657

301	Place Committee				
4300	Community Gardening	17,500	16,348	17,500	-
4301	Dog Strategy	500	250	500	-
4305	Park Development	500	-	-	- 500
4400	Neighbourhood Plan	0	-	-	-

4405	Retailers' Support	100	100	-	100
4410	Air Quality	300	138	300	-
4420	Public & Community Arts	300	-	1,000	700
4999	Climate Emergency	100	120	200	100
Total Place Committee		19,300	16,956	19,500	200

401	Events				
1410	Income Summer Festival	10,000	6,550	10,000	-
1411	Income Fireworks	7,500	5,246	7,500	-
1412	Income Winter Fair	1,500	3,684	1,500	-
1415	Income BHM	-	1,527	1,500	1,500
4201	Events Administration	9,300	9,300	9,300	-
4205	Winter Fair	3,200	6,054	5,000	1,800
4206	Winter Social	100	-	100	-
4210	Summer Festival	17,000	15,944	17,000	-
4220	Fireworks	10,000	10,202	10,000	-
4240	Black History Month	1,500	2,578	2,500	1,000
	Events Income	19,000	15,480	20,500	1,500
	Events Expenditure	41,100	44,078	43,900	2,800

501	People Committee				
4107	Community engagement	1,000	859	2,000	1,000
4129	Volunteer Development	500	486	500	-
4425	Social Inclusion	400	421	1,000	600
4430	Children & Young People	3,000	2,955	3,000	-
	Total People Committee	4,900	4,721	6,500	- 1,779

601	Grants				
4134	Community Grants	-	11,700	-	-
4136	Pop Up Fund	2,000	2,000	2,000	-
4138	Special Grants	-	-	-	-
	Total Grants	2,000	13,700	2,000	11,700

Grand Total Income	226,106	219,854	249,568	-	29,714
Grand Total Expenditure	200,236	203,156	213,522	-	10,366
Change in year	25,870	16,698	36,046	-	19,348

Budget Calculations for 2024-25

This:

		Revised 23/24	Forecast 23/24	Proposed Budget (8%)	Change Yr to Yr
100	Income	Original	Target		
1010	Project Income	35,000	31,891	35,000	-
1076	Precept	172,106	172,106	189,868	17,762
1105	Bank Interest	0	377	500	500
	Total Income	207,106	204,374	225,368	18,262

101	Staff Costs				
4100	Staff costs	93,559	88,585	98,237	4,678
4105	Training	1,000	1,036	1,050	50
4235	Recruitment Advertising		-	-	-
	Total Staff costs	94,559	89,621	99,287	- 9,666

102	Administration				
4101	Councillor allowances	3,000	2,250	3,000	-
4105	Training	1,000	620	1,000	-
4120	Insurance	1,500	1,665	1,575	75
4125	Office Rent	10,000	10,000	13,000	3,000
4126	Room Bookings	1,000	634	1,000	-
4127	Office maintenance/relocation	500	460	500	-
4128	Catering	200	263	300	100
4130	IT - hosting, computers, email	6,000	5,285	6,000	-
4132	Stationery & Materials	700	506	700	-
4133	Chair's Allowance	75	-	75	-
4135	Tel & post	1,500	1,491	1,575	75
4137	Subscriptions	3,000	2,395	3,000	-
4139	Travel expenses	300	380	500	200
4140	Professional fees	500	-	200	- 300
4142	Audit fees	1,500	1,632	1,750	250
4144	Bank charges	102	107	110	8
4150	Elections costs	0	-	-	-
	Total Administration	30,877	27,688	34,285	- 6,598

201	Communications				
4110	Website	2,500	1,382	2,500	-
4200	Queens Park Voice	4,500	4,471	4,800	300
4236	Marketing	500	540	750	250
	Total Communications	7,500	6,393	8,050	- 1,657

301	Place Committee				
4300	Community Gardening	17,500	16,348	17,500	-
4301	Dog Strategy	500	250	500	-
4305	Park Development	500	-	-	- 500
4400	Neighbourhood Plan	0	-	-	-

4405	Retailers' Support	100	100	-	100
4410	Air Quality	300	138	300	-
4420	Public & Community Arts	300	-	1,000	700
4999	Climate Emergency	100	120	200	100
Total Place Committee		19,300	16,956	19,500	200

401	Events				
1410	Income Summer Festival	10,000	6,550	10,000	-
1411	Income Fireworks	7,500	5,246	7,500	-
1412	Income Winter Fair	1,500	3,684	1,500	-
1415	Income BHM	-	1,527	1,500	1,500
4201	Events Administration	9,300	9,300	9,300	-
4205	Winter Fair	3,200	6,054	5,000	1,800
4206	Winter Social	100	-	100	-
4210	Summer Festival	17,000	15,944	17,000	-
4220	Fireworks	10,000	10,202	10,000	-
4240	Black History Month	1,500	2,578	2,500	1,000
	Events Income	19,000	15,480	20,500	1,500
	Events Expenditure	41,100	44,078	43,900	2,800

501	People Committee				
4107	Community engagement	1,000	859	2,000	1,000
4129	Volunteer Development	500	486	500	-
4425	Social Inclusion	400	421	1,000	600
4430	Children & Young People	3,000	2,955	3,000	-
	Total People Committee	4,900	4,721	6,500	- 1,779

601	Grants				
4134	Community Grants	-	11,700	-	-
4136	Pop Up Fund	2,000	2,000	2,000	-
4138	Special Grants	-	-	-	-
	Total Grants	2,000	13,700	2,000	11,700

Grand Total Income	226,106	219,854	245,868	-	26,014
Grand Total Expenditure	200,236	203,156	213,522	-	10,366
Change in year	25,870	16,698	32,346	-	15,648

Budget Calculations for 2024-25

This:

		Revised 23/24	Forecast 23/24	Proposed Budget (6%)	Change Yr to Yr
100	Income	Original	Target		
1010	Project Income	35,000	31,891	35,000	-
1076	Precept	172,106	172,106	186,167	14,061
1105	Bank Interest	0	377	500	500
	Total Income	207,106	204,374	221,667	14,561

101	Staff Costs				
4100	Staff costs	93,559	88,585	98,237	4,678
4105	Training	1,000	1,036	1,050	50
4235	Recruitment Advertising		-	-	-
	Total Staff costs	94,559	89,621	# 99,287	- 9,666

102	Administration				
4101	Councillor allowances	3,000	2,250	3,000	-
4105	Training	1,000	620	1,000	-
4120	Insurance	1,500	1,665	1,575	75
4125	Office Rent	10,000	10,000	13,000	3,000
4126	Room Bookings	1,000	634	1,000	-
4127	Office maintenance/relocation	500	460	500	-
4128	Catering	200	263	300	100
4130	IT - hosting, computers, email	6,000	5,285	6,000	-
4132	Stationery & Materials	700	506	700	-
4133	Chair's Allowance	75	-	75	-
4135	Tel & post	1,500	1,491	1,575	75
4137	Subscriptions	3,000	2,395	3,000	-
4139	Travel expenses	300	380	500	200
4140	Professional fees	500	-	200	- 300
4142	Audit fees	1,500	1,632	1,750	250
4144	Bank charges	102	107	110	8
4150	Elections costs	0	-	-	-
	Total Administration	30,877	27,688	34,285	- 6,598

201	Communications				
4110	Website	2,500	1,382	2,500	-
4200	Queens Park Voice	4,500	4,471	4,800	300
4236	Marketing	500	540	750	250
	Total Communications	7,500	6,393	8,050	- 1,657

301	Place Committee				
4300	Community Gardening	17,500	16,348	17,500	-
4301	Dog Strategy	500	250	500	-
4305	Park Development	500	-	-	- 500
4400	Neighbourhood Plan	0	-	-	-

4405	Retailers' Support	100	100	-	100
4410	Air Quality	300	138	300	-
4420	Public & Community Arts	300	-	1,000	700
4999	Climate Emergency	100	120	200	100
Total Place Committee		19,300	16,956	19,500	200

401	Events				
1410	Income Summer Festival	10,000	6,550	10,000	-
1411	Income Fireworks	7,500	5,246	7,500	-
1412	Income Winter Fair	1,500	3,684	1,500	-
1415	Income BHM	-	1,527	1,500	1,500
4201	Events Administration	9,300	9,300	9,300	-
4205	Winter Fair	3,200	6,054	5,000	1,800
4206	Winter Social	100	-	100	-
4210	Summer Festival	17,000	15,944	17,000	-
4220	Fireworks	10,000	10,202	10,000	-
4240	Black History Month	1,500	2,578	2,500	1,000
	Events Income	19,000	15,480	20,500	1,500
	Events Expenditure	41,100	44,078	43,900	2,800

501	People Committee				
4107	Community engagement	1,000	859	2,000	1,000
4129	Volunteer Development	500	486	500	-
4425	Social Inclusion	400	421	1,000	600
4430	Children & Young People	3,000	2,955	3,000	-
	Total People Committee	4,900	4,721	6,500	- 1,779

601	Grants				
4134	Community Grants	-	11,700	-	-
4136	Pop Up Fund	2,000	2,000	2,000	-
4138	Special Grants	-	-	-	-
	Total Grants	2,000	13,700	2,000	11,700

Grand Total Income	226,106	219,854	242,167	-	22,313
Grand Total Expenditure	200,236	203,156	213,522	-	10,366
Change in year	25,870	16,698	28,645	-	11,948