

Policy Statement

1. Introduction

1.1 This policy is to be used in conjunction with the Cam & Dursley Emergency Plan for incidents which impact the daily running of the Town Council.

1.2 The Business Continuity Policy is intended to provide an overall framework for managing the repercussions of a serious incident which identifies the resource requirements, list of contact names and addresses, and actions that need to be considered and taken, in the event of a serious disruption to the business activities undertaken by the Council.

1.3 This Policy aims to provide a structured plan to enable the Council to be able to respond to an incident in an appropriate, logical way. It will ensure the Council can fulfil its obligations both as a provider of local services and as an employer; the policy is intended to support the Council through this process.

1.4 The objective of the Business Continuity Policy is to reduce the impact of an incident and to provide the Council with a pre-planned course of actions. Occurrences may arise which could not have been foreseen or may not have been considered. For these situations, the Council will use their experience and knowledge to adjust checklists or actions set in the policy accordingly.

1.5 The Business Continuity Policy will be reviewed regularly by the Council and amended and updated if necessary. If an incident occurs the management of the crisis must be reviewed to learn from mistakes and to improve procedures.

2. Objectives

2.1 The objectives of the Business Continuity Strategy are:

- To help ensure the continuity of service provision in the event of a business disruption.
- To save time and reduce any initial confusion.
- To preserve the Council's image and reputation.
- To minimise general disruption.
- To ensure control is established by the Council at the critical early stages of a disaster situation.
- To minimise the social, political, legal and financial consequences of the incident.

3. Services

3.1 The Council is located at Jacobs House, Castle Street, Dursley GL11 4BS and provide services to the residents of Dursley. The services include:

- Management of Kingshill Cemetery.

- Maintenance of War Memorial Recreation Ground, Kingshill Play Park, Highfields Play Area and other green areas within the town.
- Hire of pitches & changing room facilities at War Memorial Recreation Ground.
- Provision of The Vibe Youth Centre
- **Management of Town Hall & Market Place**

3.2 The Council also provides administrative services including:

- Review of Planning applications
- Policy and Financial Management
- Public Relations / Information provision
- Civic and Democratic support
- Community Event organisation and support
- ~~Neighbourhood Development Plan~~

4. The Plan

4.1 Recover Team

The Council must identify and appoint a Recovery Team which will convene in the event of a disaster and will decide whether to invoke the necessary recovery plans.

The team will include at a minimum:

- The Town Clerk and/or Deputy Town Clerk
- The Mayor and/or Deputy Mayor
- The Emergency Management Co-ordinator (see Cam & Dursley Emergency Plan)

4.2. Alternative Office Accommodation

In the event of Jacobs House not being accessible the alternative office accommodation is located at The Vibe Youth Centre, 3 Parsonage Street, Dursley, GL11 4BW. The Youth Centre has telephone facilities, WI-FI internet access, IT equipment including computers & printer, kitchen and toilet facilities.

The Town Council Key Holders are Cllrs **Neil Grecian**, Peter Hayes & Sue Creswick.

The Town Council own the pavilion within the War Memorial Recreation Ground, which has facilities which could be used in an emergency situation including telephone.

Where possible, the Council will continue to operate with minimum disruption from the office located at Jacobs House, Castle Street, Dursley.

In the event of a global pandemic and the introduction of “lockdown” restrictions the office staff will be directed to “work from home” as necessary.

In the event of “social distancing” restrictions the Town Clerk/Mayor will consider the appropriate level of staffing and access to the building by the general public.

5. Priorities

The Recovery Team priorities will be:

- Staff safety and welfare
- Customer/User safety
- Recovery of essential services
- Legal compliance
- Minimisation of financial loss
- Recovery of all other activities

6. Documentation

6.1 A hard copy of the Business Continuity Policy will be held by the Town Clerk, the Deputy Town Clerk, the Mayor and the Deputy Mayor. A copy of the policy will be available to download from the Town Council website.

Appendix A: List of Councillors and Officers will be available to Councillors and Staff only.

A Business Continuity file on the Management System on the computer will contain all relevant documents. P:/Council Matters/Policies/Business Continuity/

These documents will also be filed in the emergency "box" located on the filing cabinets in the upstairs meeting room at Jacobs House.

7. Disruption Scenarios

7.1 The approach to developing a Business Continuity Policy is firstly to identify different disruption scenarios and then to plan how to deal with them. A number of incidents can affect council operations, for example fire, flood, server failure, acts of terrorism, flu pandemic or prolonged loss of power. Each of these could result in a disruption. The disruptions have been grouped into three categories:

- Council building – denial of access to the building or loss of the building.
- Failure of IT or telephone systems.
- Unavailability of key or sufficient staff.

7.2 Council Buildings: Following a business disruption or incident, Jacobs House could be inaccessible for two main reasons:

- Denial of access, meaning that though systems and services are unaffected, staff are unable to gain access to the building. This could happen following incidents such as a security threat, environmental contamination, or a serious event nearby.
- Fire, flood or structural damage could damage or destroy all or part of the building. This could also affect systems.
- Global pandemic – lockdown restrictions.

7.3. Failure of Critical IT Service or Telephone System

- Some or all critical IT or the telephone system could be unavailable; for example, a server failure, a cyber-attack, a network problem or the cutting of a communications cable supplying Jacobs House.

7.4. Unavailability of Key or Sufficient Staff

- Staff that support business critical activities could become unavailable. Examples are personal injuries to key members of staff, or flu pandemic affecting a group of staff.

8. The Response

8.1 Council Buildings

Should relocation be required from Jacobs House, it would be necessary to identify those pieces of equipment which would be required to ensure the delivery of the Council's essential services; in essence, what standby facilities and equipment would be necessary and which suppliers could be used to provide emergency equipment on a temporary basis.

It may be necessary to make arrangements with third parties regarding the delivery of equipment at short notice by identifying alternative sources.

The Clerk will be responsible for contacting the Council's insurance company to provide details regarding the incident and the level of the losses.

In the event of an unforeseen circumstance and until such time as the emergency incident is declared safe, the following measures should be implemented at these locations:

Jacobs House

In the event of Jacobs House not being available:

- The Town Clerk to display notices advising of temporary location and emergency contact number.

The Pavillion, War Memorial Recreational Ground

In the event of the pavilion and/or the WMRG not being available:

- The groundsmen will be based from the Kingshill Cemetery/Jacobs House.
- The Town Clerk will inform the local sports teams and other hirers.
- The entrances to the WMRG will have temporary information signage erected and/or access restricted.

WMRG, Kingshill and Highfields Play Areas

In the event of the play areas not being available:

- The Town Clerk will contact any contractors due to carry out programmed or routine maintenance works.
- The entrances to the play areas will have temporary information signage erected and/or access restricted.

Kingshill Cemetery

In the event of the cemetery not being available:

- The Town Clerk will inform the local funeral directors and grave diggers.
- The gates will remain locked (except to emergency vehicles).

The Vibe Youth Centre

In the event of The Vibe not being available:

- The Town Clerk will inform the representatives from the Tabernacle Church URC.
- The Town Clerk will inform out youth service provider.
- The Town Clerk will inform the cleaning contractor and any other relevant contractors/tradespeople.
- The entrance to the youth centre will have temporary information signage erected and/or access restricted.

Town Hall/Market Place

In the event of the Town Hall/Market Place not being available:

- The Town Clerk will inform the Trustees.
- The Town Clerk will inform the hirers.
- The Town Clerk will inform the cleaning contractor and any other relevant contractors/tradespeople.
- The entrance to the Town Hall will have temporary information signage erected and/or access restricted.

Town Council Meetings

Town Council meetings are held in community meeting rooms at the Fire Station, Kingshill Road and the Methodist Church, Castle Street, Dursley. An alternative venue to be arranged in the event of either location not being available subject to the legal requirements of Local Government Act 1972 Sch 12, paras 7 and 23 and Local Government Act 1972 s. 243.

In the event of a global pandemic and "lockdown" restrictions being introduced the Town Council will host meetings using an "online" forum. The Town Council currently subscribes to "Zoom" for this purpose.

8.2 Failure of Critical IT Service or Telephone System

The Council must be able to respond and recover from a disruption to its information and communications technology, i.e. if relocation is required, additional IT and telephones may be required.

It will be necessary to suspend burial requests until access to the cemetery records are available. An electronic copy is included within the back-up and the original documents are stored within the fire proof safe at Jacobs House.

Current meeting agendas and historical minutes are located on the town council website, with hard copies stored at Jacobs House.

The Council must ensure that regular proper back-ups of our IT software are undertaken and that this information can be restored with immediate effect if required. ~~The back-up will be stored in the fire proof safe at Jacobs House. It may be necessary to provide a new server at short notice which can be done by the Council's IT Consultant.~~ The Council's electronic files are stored and accessible via secured login using Sharepoint.

~~The Council's IT consultant would be required to install the financial management software and recover the historical information located within the backup.~~ The Council's financial software (Scribe) is web-based and accessible by secure log-in.

The Council must consider all forms of communication that it uses, including emails, telephony, (mobile and land line), ~~fax~~, hand-held radios, and PA systems, and how these will assist in delivering services during an emergency.

Updates will be provided via the Town Council's website and social media pages throughout the emergency period.

In the event of the Town Council website not being available the Town Clerk will contact the service department of our website provider.

8.3 Unavailability of Key or Sufficient Staff

In the event of the following key members of staff/councillors not being available:

- The Deputy Mayor will deputise for the Town Mayor.
- The Deputy Town Clerk will deputise for the Town Clerk.
- The Deputy Emergency Management Coordinator will deputise for The Emergency

Dursley Town Council: 2021/24 Works Programme - DRAFT Project Planner

Committee	Project	Current 2020/21												2021/22												Proposed 2022/23												2023/24											
		Apr-20	May-20	Jun-20	Jul-20	Aug-20	Sep-20	Oct-20	Nov-20	Dec-20	Jan-21	Feb-21	Mar-21	Apr-21	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23												
Policy & Finance	End of Year Budget	X	X																																														
Policy & Finance	3 Year Budget Planning/Precept	X	X	X	X	X	X																																										
Policy & Finance	Review Interest/Accounts	X	X	X	X	X	X																																										
Policy & Finance	Youth Service Provision Contract	X	X	X	X	X	X																																										
Policy & Finance	Newsletter - Quarterly Publication	X	X	X	X	X	X																																										
Policy & Finance	Review IT Consultant																																																
Policy & Finance	Cleaning Contract (Re-tender)																																																
Policy & Finance	Plan & Projects (to be confirmed)																																																
Policy & Finance	Silver Street - Highway Improvement																																																
		Subject to agreement with GCC																																															

Dursley Town Council

Climate Change and Environmental issues mission statement

Background

Climate Change and environmental issues have until now been addressed through various policies and committees as part of the work of Dursley Town Council (see Appendix A).

At the Dursley Town Council meeting on 1 October 2019, councillors agreed to appoint Environmental Councillor representatives (Cllrs Thomas and Reynolds) to attend meetings relating to climate change and other environmental matters.

At the Policy and Finance Committee meeting on 10 December 2019, the Committee agreed to ask Councillors Thomas and Reynolds to draft a mission statement on climate change and environmental matters. The first draft of the Mission Statement was considered at the Policy and Finance Committee meeting on 11th February 2020 and later at the Green Spaces Committee meeting on 21st July 2020, amendments were suggested at both.

Draft mission statement

This document outlines areas where Dursley Town Council can set a good example in its practices in areas relating to climate change, the environment and sustainable development.

Power, energy, utilities and other suppliers

Dursley Town Council will aim to:

- Reduce energy used in Council offices and premises.
- Consider renewable energy suppliers for power and energy in Council offices and premises when reviewing contracts.
- When relevant improvement works are programmed to Council owned premises, replace lights with LED ones where practically possible.
- Encourage Gloucestershire County Council to implement street lighting that is well-designed and utilises LED lights.
- Use LED street lighting in the Council's Long Street Car Park.

Waste management

Dursley Town Council will aim to:

- Remove or minimise the use of single-use plastic in Council offices and premises, using alternatives where they exist and it is practically possible to do so.
- Remove or minimise the use of single-use plastics at Council meetings, including the Annual Assembly, using alternatives where they exist and it is practically possible to do so.
- Encourage stall holders and groups at Council run events to use alternatives to single-use plastic.
- Monitor and reduce the use of paper in Council offices and premises.
- Operate an automatic electronic agenda system for all Council meetings by the end of 2020, Councillors have to opt out to receive paper agendas.
- Monitor and reduce the amount of waste that goes to landfill in Council offices and premises.

Transport

Dursley Town Council will aim to:

- Reduce car use by promoting car-sharing, cycling, walking and bus services through Council activities and plans (e.g. the Dursley Neighbourhood Development Plan, supporting the Green Way Project and local high street/shop local campaigns).
- At the end of its useful life, replace the Council vehicle with a suitable electric one.
- Schedule the installation of an Electric Vehicle (EV) charging point in the pavilion garage ready for the move over to an electric vehicle.

Land use

Dursley Town Council will aim to:

- Protect existing local green spaces, the green belt and locally designated nature sites through Council activities and plans (e.g. the Dursley Neighbourhood Development Plan).
- Increase tree cover on council-owned land and ensure existing trees are properly managed and protected.
- When a Council managed tree is lost, replace with a new tree.
- Manage council-owned land and verges to increase biodiversity and reduce carbon pollution; reducing pesticide use and increasing the planting of wildflowers where possible.
- Work with allotment tenants to encourage pollinators and composting on the Council-owned allotment site.

Buildings, carbon footprint

Dursley Town Council will aim to:

- Ensure any council-owned buildings have high levels of insulation.
- Monitor and improve the energy and water efficiency of council-owned buildings.
- Ensure that opportunities to improve our facilities (e.g. improve energy efficiency, install charging points/solar panels) are taken up.

Planning, supporting sustainable development

Dursley Town Council will aim to:

- Consider the environmental impacts of developments and promote and encourage sustainability and energy efficiency when reviewing and commenting on planning applications.
- Consider the environmental impacts of developments and promote and encourage sustainability and energy efficiency when reviewing and commenting on the Dursley Neighbourhood Development Plan, the Local Plan, the Local Transport Plan and similar strategic/policy documents.
- Ensure the Emergency Plan covers potential environmental risks e.g. extreme weather conditions such as flooding, heatwave, heavy snow.

Policies and decision-making

Dursley Town Council will aim to:

- Consider funding local environmental, climate change and nature restoration projects via mechanisms such as Section 106 agreements, Community Infrastructure Levy and the grants programme etc.
- Consider climate change and environmental issues in all Council policies and decision-making, including an 'ENVIRONMENTAL IMPLICATIONS' section on the officer report template.

ACTIONS:

- Take to the next Policy and Finance Committee meeting to be reviewed and agreed prior to Council adoption.
- Review existing policies in light of this mission statement.
- Transform the mission statement into a policy along the lines of our equality policy, health & safety policy, etc.

Appendix A

Neighbourhood Development Plan

One of the key aims of Dursley's Neighbourhood Development Plan (NDP) is to contribute to the environmental, social and economic sustainability of Dursley. The full text of the NDP is here:

<https://www.dursleytowncouncil.gov.uk/uploads/dursley-ndp-v36-updated-021018.pdf>

An assessment of the contribution to sustainable development in Dursley's NDP is here:

[https://www.dursleytowncouncil.gov.uk/uploads/dursley-ndp-\(final\)-sa-matrix-may-a-2018.pdf](https://www.dursleytowncouncil.gov.uk/uploads/dursley-ndp-(final)-sa-matrix-may-a-2018.pdf)

Planning Committee

Dursley Town Council's Planning Committee meets monthly to discuss and comment on planning issues affecting the town. These applications include the development of new dwellings, change of use, extensions, works to listed buildings and trees. The Committee also comment and make representations on more strategic plans such as the Stroud District Local Plan, the Dursley's Neighbourhood Development Plan and Local Transport Plan.

Green Spaces Committee

Dursley Town Council's Green Spaces Committee manages and maintains several green spaces in Dursley: the War Memorial Recreation Ground, Highfields Play Area, Kingshill House Play Park, Kingshill Cemetery, St Mark's Burial Ground, and the Kingshill allotments. The Committee also makes sure that trees on Council land are maintained.

Town Improvements Committee

Dursley Town Council's Town Improvements Committee is responsible for public amenities within the town, e.g. bus shelters, benches, flower tubs, and works closely with both district and county councils to maintain facilities in the town centre., deals with all public transport matters in the town, and ensures that the litter situation in the town is checked, liaising with Stroud District Council as required.

DURSLEY TOWN COUNCIL
Proposed Income 2021/22 TO 2023/24

Committee	Code	Title	Previous		Current		Proposed			
			2019/20 Budget	Final	Budget	2020/21 Actual	Expected	2021/22 Budget	2022/23 Budget	2023/24 Budget
TI	460	Festive Dursley	500	3387	500	360	360	500	500	500
P&F	Various	Various	0	0	0	604	604	0	0	0
P&F	330	Rates	0	0	0	10000	10000	0	0	0
P&F	530	Youth Services	0	2347	0	2885	2885	0	0	0
P&F	600	Precept	477100	477100	494650	494650	494650	494650	504543	514634
P&F	610	Interest	0	1221	0	247	400	0	0	0
P&F	924	Community Infrastructure Levy	1100	119	400	2223	2223	400	400	400
GS	710	WMRG	5000	3808	4500	382	2000	4500	4500	4500
GS	720	Cemeteries	18000	17599	18500	10312	18500	18500	18500	18500
GS	917	Memorial Plaques	0	216	0	0	0	0	0	0
GS	730	Allotments	400	477	400	23	400	400	400	400
		TOTAL	£ 502,100	£ 520,890	£ 518,950	£ 521,686	£ 532,022	£ 518,950	£ 528,843	£ 538,934

*Actual at 12/10/2020

Notes

Precept Calcs based on 2020/21 actual tax base figure (supplied by SDC in December 2019)
 2021/22 Precept estimated at 0% increase
 2022/23 & 2023/24 estimated on 2% increase (each year)

Dursley Town Council 2020/21

Bank Accounts Investments & Charges at : 12th October

Bank Account	Balance	Date of Last Statement	Interest Rate	Interest Earned in 2020/21
Barclays - Base Rate Reward	£ 105,109.85	29/09/2020	0.01%	£ 126.27
Lloyds Bank - Instant Access Account	£ 281,634.14	12/10/2020	0.01%	£ 28.32
Lloyds Bank - Electronic Tarriff Account (Business)	£ 140,615.47	12/10/2020	0.00%	£ -
	£ 527,359.46			£ 154.59

Investments (Current)	Amount Invested	Start Date	End Date	Interest Rate	Interest Earned
Public Sector Deposit Fund	£ 50,000.00	Continuous		0.30%	£ 71.35
Total sum held (Bank Accounts & Current Investments)	£ 577,359.46				£ 42.10

Investments (Completed)	Amount Invested	Start Date	End Date	Interest Rate	Interest Earned
Fixed Term Deposit - 1 month	£ 100,000.00	05/05/2020	06/06/2020	0.01%	£ 0.85
Fixed Term Deposit - 2 month	£ 150,000.00	05/05/2020	06/07/2020	0.01%	£ 2.55
					£ 3.40
					£ 173.21

Bank Charges	Date	Charge	Date	Charge
Monthly Charge for Lloyds "Electronic Tariff" Account	Apr-20	£ 14.87	Oct-20	£ 9.60
	May-20	£ 10.40	Nov-20	
	Jun-20	£ 10.74	Dec-20	
	Jul-20	£ 7.15	Jan-21	
	Aug-20	£ 7.15	Feb-21	
	Sep-20	£ 11.25	Mar-21	
			Total	£ 71.16

**DURSLEY TOWN COUNCIL
POLICY & FINANCE - PROPOSED BUDGET 2021/22 TO 2023/24**

Policy & Finance Expenditure

Code	Title	Previous		Current			Proposed		
		Budget	Final	Budget	Actual	Expected	2021/22 Budget	2022/23 Budget	2023/24 Budget
100	Staff	128,408	125,756	128,936	74,141	128,936	134,087	137,439	140,875
111	Rent	6,500	4,295	6,750	4,573	6,750	6,750	6,750	6,750
112	Utilities	2,300	2,375	2,400	810	2,400	2,450	2,500	2,500
114	Cleaning - Jacobs House	1,600	1,737	1,600	677	1,300	1,800	1,800	1,800
115	Cleaning - Vibe Youth Centre	4,000	4,677	4,500	1,569	3,500	4,700	4,700	4,700
120	Property Maint. (Jacobs House)	1,000	1,000	1,000	170	500	1,000	1,000	1,000
130	Printing	4,500	3,427	4,500	1,907	3,500	4,000	4,000	4,000
131	Communications	1,600	1,939	1,600	1,104	1,600	2,000	2,000	2,000
140	Insurance	4,000	3,650	4,000	4,101	4,101	4,100	4,200	4,300
150	Security/Fire	1,000	964	1,000	60	600	1,000	1,000	1,000
160	IT & Support**	2,000	2,949	3,050	1,769	3,050	2,000	2,000	2,000
199	Sundry	300	210	300	134	300	300	300	300
200	Hall Hire	500	595	500	-	100	500	500	500
210	Audit & Payroll	2,000	1,884	2,000	1,999	2,200	2,200	2,200	2,200
220	Health & Safety	1,600	1,637	1,600	2,252	2,500	2,000	1,600	1,600
230	Travel (incl. staff travel)	300	28	300	29	100	300	300	300
240	Training (Staff & Councillor)	4,000	911	4,000	512	2,000	3,000	3,000	3,000
250	Subscriptions	2,150	2,587	2,200	2,169	2,200	2,200	2,200	2,200
260	Annual Town Meeting	150	109	150	-	-	150	150	150
270	Mayor's Allowance	500	359	500	-	250	500	500	500
510	Neighbourhood Warden	2,000	2,000	2,000	-	2,000	2,000	2,000	2,000
530	Youth Services	40,000	46,180	40,000	26,219	40,000	40,000	40,000	40,000
550	Small Grants	5,000	4,975	5,000	2,179	5,000	5,000	5,000	5,000
551	Large Grants	30,000	23,735	30,000	12,000	30,000	30,000	30,000	30,000
560	Plan & Projects	2,000	-	2,000	12	1,000	2,000	2,000	2,000
610	Bank Fees	200	201	200	110	200	200	200	200
925	Community Speedwatch	-	-	250	-	-	-	250	-
TOTAL		245,608	237,989	250,336	138,497	244,087	254,237	257,589	260,875

*Actual at 12/10/2020

Policy & Finance - Projects 2020/24

Policy & Finance	Code	2020/21	2021/22	2022/23	2023/24	Expenditure	Use of reserves	Budget/Precept
End of Year Budget	100	X	X	X	X	See note		0
3 Year Budget & Business Plan	100	X	X	X	X	See note		0
Newsletter: Dursley Matters	100	X	X	X	X	See note		0
Review Bank Interest/Accounts	100	X	X	X	X	See note		0
Youth Provision Contract	530	40000	40000	40000	40000			120000
Plan & Projects	560	2000	2000	2000	2000			6000
Total		42000	42000	42000	42000			126000

X - demoted staff time, no actual project cost.

Dursley Town Council - Reserves

Earmarked (Named) Reserve	Responsible Committee	Confirmed Balance at 31/3/20	Transfers during 2020/21	Proposed Balance at 31/3/21	Notes
Town Centre Upgrade Fund	TI	2440	0	2440	
Christmas Lights	TI	5457	-2500	7957	Contribution to Reserve 2020/21
War Memorials	TI	1000	0	1000	
Tourism	TI	4000	0	4000	
Tourism (ex - Dursley & District Tourism Association Funds)	TI	625	0	625	Closure of an old bank account - to be held for Cotswold Edge & Severn Vale Tourism Group
Total Town Improvements		£ 16,022		£ 16,022	
Facilities Improvements	GS	4103	0	4103	
Cemetery Extension	GS	16000	0	16000	
Additional Allotments	GS	20000	0	20000	
Repainting Fund	GS	1500	0	1500	
Noticeboards, bins	GS	2796	0	2796	
Trees/tree work	GS	536	0	536	
Machinery/Vehicle Fund	GS	10000	0	10000	
Play areas/equipment	GS	2000	-2000	4000	Contribution to Reserve 2020/21
Highfields Play Equipment Upgrade	GS	25430	18946	6484	New equipment May 2020
Tennis Court (S106/Grant)	GS	1834	0	1834	
Pavilion Improvements	GS	0	-10000	10000	Contribution to Reserve 2020/21
Pentacque Court	GS	2844	0	2844	
Kingshill Play Area	GS	6659	0	6659	
Total Green Spaces		£ 86,756		£ 86,756	
Temporary Staff	Policy & Finance	1,000	0	1000	
Jacobs House	Policy & Finance	3,584	0	3584	
H&S Audit	Policy & Finance	3,000	0	3000	
Election costs	Policy & Finance	3,000	0	3000	
Youth Centre Reward Fund	Policy & Finance	1,120	0	1120	
Community Infrastructure Levy (CIL)	Policy & Finance	531	-2223	2754	2020/21 CIL contribution received.
Total Policy & Finance		£ 14,457.76		£ 14,457.76	
Total Earmarked Reserves		£ 119,459		£ 117,236	

General Reserve (Predicted)

Lloyds Bank - Business	£	140,615	12/10/2020
Lloyds Bank - Inst Access	£	281,634	12/10/2020
Barclays Base Rate Reward	£	105,110	29/09/2020

Public Sector Deposit Fund	£	50,000	12/10/2020
Short Term Deposits	£	-	12/10/2020
	£	577,359	

Named Reserve £ 117,236

General Reserve at 12th October £ 460,124

Less Expected Spend (TI)	£	41,519
Less Expected Spend (GS)	£	83,413
Less Expected Spend (PF)	£	83,413

General Reserve at 31/3/20 £ 251,780