



# Leigh-on-Sea Town Council



71-73 Elm Road, Leigh-on-Sea, Essex SS9 1SP - Tel: 01702 716288  
council@leighonseatowncouncil.gov.uk [www.leighonseatowncouncil.gov.uk](http://www.leighonseatowncouncil.gov.uk)

Chairman: Cllr Valerie Morgan  
Vice Chairman: Cllr Jill Healey  
Town Clerk: Helen Symmons

Members are requested to attend a meeting of the  
**COMMUNITY FACILITIES COMMITTEE** of Leigh-on-Sea Town Council  
on **Tuesday 2<sup>nd</sup> October 2018** at Leigh Community Centre, 71-73 Elm Road, Leigh-on-Sea  
commencing at **7.30 pm**.

## **Committee Membership**

Cllrs: *Keith Evans, Anita Forde, Gerry Glover, Jill Healey, Valerie Morgan, Carole Mulroney (Chairman), Declan Mulroney, Ron Owen (Vice Chairman) and Vivien Rosier.*

## **AGENDA**

1. CHAIRMAN'S OPENING REMARKS AND HOUSEKEEPING NOTICES
2. APOLOGIES FOR ABSENCE
3. DECLARATION OF MEMBERS' INTERESTS
4. TO APPROVE THE MINUTES OF THE CFC MEETING OF [7<sup>TH</sup> AUGUST 2018](#)
5. PUBLIC REPRESENTATIONS
6. TOWN CLERK'S REPORT ([Appendix 1](#)) page 3
7. LCC SUB-COMMITTEE AND LEISURE DEVELOPMENT SUB-COMMITTEE

The work of both these sub-committees can now be incorporated in to the parent Committee work. It is therefore **RECOMMENDED** that Community Facilities Committee as the parent Committee dissolve both sub-committees.

## **COMMUNITY FACILITIES**

8. SKATE PARK

The annual inspection has taken place. The facility remains 'moderate' risk overall but many elements are low risk. The Facilities Manager will undertake a series of works to correct damage that has been identified (mainly vandalism).

## **COMMUNITY CENTRE**

9. ARTS GROUP REPORT

The residency of the Leigh Art Trail is coming to a conclusion and presentation of their legacy piece will take place 26<sup>th</sup> October at their final exhibition evening. A series of exhibitions by visiting artists will commence following this. The Arts Group will meet in due course to discuss the programme following completion of the roofing works at Leigh Community Centre.

10. REPORT FROM BOOKINGS/ ADMINISTRATION ASSISTANT

The transition to charging VAT on bookings has commenced. All hirers were advised and any queries answered. Where possible we have moved hirers to alternative rooms when the

disturbance from roofing works has proved too noisy. To accommodate Cards for Good Causes this year, the Town Clerk will temporarily transfer her office to Room 9. Communications and IT provision is already established in the room.

#### 11. FACILITIES REPORT

The roofing works are progressing well although a large amount of pigeon guano had to be expertly removed. We are advised that the joists are in good order although there is a patch to test on the flat roof. Two small areas previously unseen do need to be re-slatted as well. The recent high winds slowed work a little but generally all is on track.

Regarding the remodel of some areas of the Centre, Southend Borough Council have given their agreement in principle and we are moving to obtain statutory consents. The first phase of the project will be to relocate the Town Clerk's office permanently upstairs and then to alter the Reception area.

It is hoped that a new lift will be installed in the first few weeks of the new year.

#### 12. LORNA & LOTTIE'S REPORT

Third quarter figures will be available at the next meeting of CFC. The café have adjusted opening hours again to suit bookings and are currently open 46.5 hours per week. The Saturday openings are very popular with local residents with regulars visiting whilst not attending classes. There has been further training of two current staff studying for their Level 2 Hygiene Certificate. Regrettably some prices of menu items have increased due to increased food wholesale costs.

<b>FINANCIAL</b>
------------------

#### 13. COMMITTEE BUDGET REPORT ([Appendix 2](#)) page 4

Now the Council have resolved to be VAT registered, opting to tax Leigh Community Centre, we are able to reclaim VAT on expenditure within six months of VAT registration. This is now showing in the budget report, hence some expenditure in effect has reduced. Community Centre income is up 5.67% on this time last year and expenditure down by 3%.

#### 14. COMMITTEE DRAFT BUDGET 2019/20 ([Appendix 3](#)) page 7

The draft proposed budget for next year is attached. The income budget remains the same as the year end projected actuals for 2018/19 as there is to be no room hire charge increase in 2019/20. We are able to now reclaim VAT fully on all expenditure relating to the Community Centre and this is reflected in the year end projected actuals and already shows a positive impact on the budget. Additionally, staffing costs have reduced due to a better streamlined structure and better identification of how staff time is allocated to different committees and Council projects. The resolved repair and remodel funding for 2019/20 has been included. Whilst other Committees and Council are to approve their budgets, the CFC budget as it stands has no detrimental effect on the precept.

#### 15. LEIGH COMMUNITY CENTRE ACCOUNTS FOR 2017/18 ([Appendix 4](#)) page 8

The Annual Account has been prepared to submit to SBC as our Landlord and a five year summary is presented for the Committee to **NOTE**.

*Helen Symmons*  
Helen Symmons  
Town Clerk  
27<sup>th</sup> September 2018

Any member who is unable to attend the meeting should send their apologies before the meeting

**TOWN CLERK’S REPORT - COUNCIL AND COMMITTEE DECISIONS FOLLOW UP RECORDS 2018/19**

<b>Committee</b>	<b>Minute No. and Subject</b>	<b>Completion Status</b>	<b>Completion</b>	<b>Outcome</b>	<b>Forward Action</b>	<b>RO</b>
CFC 07-08	29. Recommendations from LCC Sub	RESOLVED lift replacement contract  RESOLVED roof repair contract subject to satisfactory references		Contract details to be finalised imminently  Contract awarded and details posted on contracts webfinder	Work in progress	

[Agenda](#)

COMMUNITY FACILITIES BUDGET					2018/19					
INCOME	Budget 2018/19	Income Received	Balance	% Received	EXPENDITURE	Earmarked Reserves	Budget 2018/19	Expenditure	Balance	% Spent
LCC Hire Income	£ 129,000.00	£ 38,970.15	£ 90,029.85	30.21%	LCC Expenditure	£ 22,821.97	£ 52,200.00	£ 18,184.61	£ 56,837.36	34.84%
LTC Premises Contribution	£ 27,000.00	£ -	£ 27,000.00	0.00%	LCC Staffing		£ 135,865.00	£ 44,221.13	£ 91,643.87	32.55%
Other Income*	£ 4,500.00	£ 307.67	£ 4,192.33	6.84%	Highways Expenditure	£ 1,831.03	£ 4,700.00	£ 4,291.75	£ 2,239.28	91.31%
Highways Income		£ -	£ -		Strand Wharf Expenditure		£ 700.00	£ 133.07	£ 566.93	19.01%
					Skate Park Expenditure	£ 4,902.25	£ 3,150.00	£ 101.26	£ 7,950.99	3.21%
					Skate Park Staffing		£ 5,955.00	£ 1,679.12	£ 4,275.88	28.20%
LCC Fundraising		£ 85.00			LCC Repair Programme	£ 207,984.63	£ 112,000.00	£ 3,182.40	£ 316,802.23	2.84%
					Paddling Pool	£ 1,659.70	£ 500.00	£ -	£ 2,159.70	0.00%
<b>Total Income</b>	<b>£ 160,500.00</b>	<b>£ 39,362.82</b>	<b>£ 121,222.18</b>	<b>24.53%</b>	<b>Total Expenditure</b>	<b>£ 239,199.58</b>	<b>£ 315,070.00</b>	<b>£ 71,793.34</b>	<b>£ 482,476.24</b>	<b>12.95%</b>

\* Budget figure increases due to income received from café re coffee expenditure recovery

STRAND WHARF DETAILED BUDGET				2018/19		
EXPENDITURE	EMR	Budget 2018/19	Income	Expenditure	Balance	% Spent
Maintenance		£ 500.00		£ -	£ 500.00	0.00%
Electricity		£ 200.00		£ 80.03	£ 119.97	40.02%
Memorial Plaques/Planters	3041.67	£ -	£ -	£ 53.04	-£ 53.04	
<b>TOTAL EXPENDITURE</b>	<b>£ 3,041.67</b>	<b>£ 700.00</b>	<b>£ -</b>	<b>£ 133.07</b>	<b>£ 566.93</b>	<b>19.01%</b>

[Agenda](#)

COMMUNITY CENTRE DETAILED BUDGET					2018/19					
INCOME	Budget 2018/19	Income Received	Balance	% Received	EXPENDITURE	Earmarked Reserves	Budget 2018/19	Expenditure	Balance	% Spent
					<b>CFC 2017/18 Accruals*</b>	<b>£ 20,594.88</b>		<b>-£ 5,245.34</b>		
Room Hire	£ 129,000.00	£ 53,673.37	£ 75,326.63	41.61%	Business Rates		£ 8,500.00	£ 4,752.00	£ 3,748.00	55.91%
LTC Building Contribution	£ 27,000.00	£ 13,500.00	£ 13,500.00	50.00%	Insurance		£ 2,900.00	£ 2,570.17	£ 329.83	88.63%
			£ -		Utilities		£ 20,200.00	£ 8,699.00	£ 11,501.00	43.06%
					Catering		£ 1,000.00	£ 424.89	£ 575.11	42.49%
Events at LCC	£ 3,500.00	£ 4,737.53	-£ 1,237.53	135.36%	Professional Fees		£ 1,000.00		£ 1,000.00	0.00%
					Cleaning & Waste / H&S		£ 7,000.00	£ 2,020.54	£ 4,979.46	28.86%
Other Income	£ 1,000.00	£ 425.39	£ 574.61	42.54%	Advertising & Website		£ 1,000.00	£ -	£ 1,000.00	0.00%
			£ -		Security & Alarms		£ 500.00	£ 396.09	£ 103.91	79.22%
Grants Received		£ -	£ -		Miscellaneous		£ 1,850.00	£ 779.33	£ 1,070.67	42.13%
Friends Fundraising		£ 137.70	-£ 137.70		Licences		£ 3,000.00	£ 330.50	£ 2,669.50	11.02%
					IT		£ 1,000.00	£ 459.20	£ 540.80	45.92%
					Janitorial Costs (Uniforms Etc)		£ 250.00	£ -	£ 250.00	0.00%
					Contingencies		£ 2,000.00		£ 2,000.00	0.00%
					Events at LCC		£ 2,000.00	£ 4,033.57	-£ 2,033.57	201.68%
					Day to Day Maintenance*		£ -	£ 1,520.99	-£ 1,520.99	#DIV/0!
								£ -		
					Salaries (Admin)		£ 43,400.00	£ 16,751.93	£ 26,648.07	38.60%
					Salaries (Janitorial)		£ 92,465.00	£ 39,053.18	£ 53,411.82	42.24%
					Friend's Purchases	£ 2,227.09	£ 137.70	£ 77.86	£ 2,286.93	
					<b>TOTAL EXPENDITURE</b>	<b>£ 22,821.97</b>	<b>£ 188,065.00</b>	<b>£ 76,546.05</b>	<b>£ 106,273.61</b>	<b>40.70%</b>
<b>TOTAL INCOME</b>	<b>£ 160,500.00</b>	<b>£ 72,336.29</b>	<b>£ 88,163.71</b>	<b>45.07%</b>	Repair Programme	207984.63	£ 112,000.00	£ 2,652.00	£ 317,332.63	

[Agenda](#)

<b>HIGHWAYS DETAILED BUDGET</b>					<b>2018/19</b>	
<b>EXPENDITURE</b>	Earmarked Reserves	Budget 2018/19	Income	Expenditure	Balance	% Spent
School Crossing Patrols		£ 4,400.00		£ 4,291.75	£ 108.25	97.54%
Highway Infrastructure	£ 1,831.03	£ -		£ -	£ 1,831.03	0.00%
Phone Box		£ 300.00	£ -	£ -	£ 300.00	
Staff Costs		£ -			£ -	
<b>TOTAL EXPENDITURE</b>	<b>£ 1,831.03</b>	<b>£ 4,700.00</b>	<b>£ -</b>	<b>£ 4,291.75</b>	<b>£ 2,239.28</b>	<b>65.71%</b>

<b>SKATE PARK DETAILED BUDGET</b>					<b>2018/19</b>	
<b>EXPENDITURE</b>	EMR B/F	Budget 2017/18	Expenditure	Balance	% Spent	
Accrual 2017/18			-£ 445.15			
EMR	£ 4,902.25			£ 4,902.25		
Rent		£ 50.00	£ -	£ 50.00	0.00%	
Cleaning		£ 1,000.00	£ 447.79	£ 552.21	44.78%	
Electricity		£ 300.00	£ 98.62	£ 201.38	32.87%	
Miscellaneous		£ 300.00	£ -	£ 300.00	0.00%	
Grass Cutting		£ 500.00	£ -	£ 500.00	0.00%	
Skate Park Maintenance		£ 1,000.00	£ -	£ 1,000.00	0.00%	
Staffing Costs		£ 5,955.00	£ 1,679.12	£ 4,275.88	28.20%	
<b>TOTAL EXPENDITURE</b>	<b>£ 4,902.25</b>	<b>£ 9,105.00</b>	<b>£ 1,780.38</b>	<b>£ 11,781.72</b>	<b>19.55%</b>	

Leigh Town Council 2018/19 Budget Document											
Committee - Community Facilities											
INCOME	Actuals 2016/17	Actuals 2017/18	Budget 2018/19	Yr End Projected Actuals	Budget 2019/20	EXPENDITURE	Actuals 2016/17	Actuals 2017/18	Budget 2018/19	Yr End Projected Actuals	Budget 2019/20
<b>Community Centre</b>						<b>Paddling Pool</b>			£ 500.00	0	£ -
Room Hire	£ 114,333.58	£ 124,333.29	£ 129,000.00	£ 131,000.00	£ 131,000.00						
LTC Building Contribution	£ 25,000.00	£ 27,000.00	£ 27,000.00	£ 27,000.00	£ 27,000.00	<b>Community Centre</b>					
LTC Events Hire	£ 299.25	£ -	£ -	£ -	£ -	Insurance	£ 2,746.49	£ 2,827.00	£ 2,900.00	£ 2,600.00	£ 2,800.00
Events at LCC	£ 2,908.61	£ 6,400.60	£ 3,500.00	£ 6,500.00	£ 6,500.00	Business Rates	£ 7,986.00	£ 7,689.00	£ 8,500.00	£ 7,920.00	£ 8,300.00
Other Income	£ 1,143.61	£ 618.95	£ 1,000.00	£ 800.00	£ 500.00	Gas	£ 6,748.52	£ 3,859.00	£ 7,000.00	£ 4,500.00	£ 5,000.00
	£ 143,685.05	£ 158,352.84	£ 160,500.00	£ 165,300.00	£ 165,000.00	Electricity	£ 8,756.33	£ 7,129.00	£ 9,200.00	£ 6,500.00	£ 7,000.00
<b>Strand Wharf</b>						Water	£ 1,593.04	£ 1,605.00	£ 1,850.00	£ 1,600.00	£ 1,750.00
Memorial Plaques	£ 4,000.00	£ -	£ -	£ -	£ -	Catering	£ 176.60	£ -	£ 1,000.00	£ 200.00	£ 500.00
	£ 4,000.00	£ -	£ -	£ -	£ -	Communications	£ 1,863.33	£ 1,750.00	£ 2,150.00	£ 1,650.00	£ 1,700.00
<b>Community Facilities</b>						Cleaning & Waste / H&S	£ 6,239.58	£ 6,460.00	£ 7,000.00	£ 6,500.00	£ 6,800.00
Red Phone Box	£ 300.00	£ 300.00	£ -		£ -	Advertising	£ 871.15	£ -	£ 1,000.00	£ 300.00	£ 1,000.00
	£ 300.00	£ 300.00	£ -	£ -	£ -	Security & Alarms	£ 1,165.21	£ 1,007.00	£ 500.00	£ 700.00	£ 750.00
						Miscellaneous	£ 542.98	£ 382.00	£ 1,000.00	£ 500.00	£ 750.00
	£ 147,985.05	£ 158,652.84	£ 160,500.00	£ 165,300.00	£ 165,000.00	Licences	£ -	£ 1,649.00	£ 3,000.00	£ 3,000.00	£ 2,000.00
						IT & Website	£ 157.45	£ 545.00	£ 1,000.00	£ 500.00	£ 1,000.00
						Janitorial Costs (Uniforms Etc)	£ -	£ 483.00	£ 250.00	£ 250.00	£ 500.00
<b>EXPENDITURE</b>	<b>Actuals 2016/17</b>	<b>Actuals 2017/18</b>	<b>Budget 2018/19</b>	<b>Yr End Projected Actuals</b>	<b>Budget 2019/20</b>						
<b>Strand Wharf</b>						Contingencies	£ -	£ -	£ 2,000.00	£ -	£ 2,000.00
Security Costs	£ 35.00	£ -	£ -	£ -	£ -	Events at LCC	£ 1,967.08	£ 3,720.00	£ 2,000.00	£ 5,000.00	£ 5,000.00
Maintenance	£ 794.39	£ 779.35	£ 500.00	£ 150.00	£ 500.00	Professional Fees	£ -	£ 5,735.00	£ 1,000.00	£ 500.00	£ 1,000.00
Electricity	£ 188.51	£ 192.08	£ 200.00	£ 215.00	£ 230.00	Card Processing charges	£ 798.18	£ 826.00	£ 850.00	£ 900.00	£ 1,000.00
Planters	£ 365.28	£ 593.05	£ -	£ 45.00	£ -	Internal Maintenance	£ 8,328.94	£ 5,058.00	£ -	£ 3,000.00	£ 10,000.00
	£ 1,383.18	£ 1,564.48	£ 700.00	£ 410.00	£ 730.00	External Maintenance	£ 1,258.74	£ 259.00	£ -	£ 400.00	£ 5,000.00
<b>Community Facilities</b>						Staffing Costs	£ 124,715.33	£ 138,926.26	£ 135,865.00	£ 132,057.00	£ 128,464.00
School Crossing Patrol	£ 4,291.75	£ 4,291.75	£ 4,400.00	£ 4,300.00	£ 4,400.00		£ 175,914.95	£ 189,909.26	£ 188,065.00	£ 178,577.00	£ 192,314.00
Highways infrastructure	£ 1,538.50	£ -	£ -	£ -							
Red Phone Box	£ 300.00	£ 300.00	£ 300.00	£ 300.00	£ 300.00	LCC costs less staffing	£ 51,199.62	£ 50,983.00	£ 52,200.00	£ 46,520.00	£ 63,850.00
	£ 6,130.25	£ 4,591.75	£ 4,700.00	£ 4,600.00	£ 4,700.00		£ 189,612.38	£ 201,710.18	£ 203,070.00	£ 191,326.00	£ 207,545.00
<b>Skate Park</b>						<b>Repair Programme Remodel</b>			£ 112,000.00	£ 112,000.00	£ 70,000.00
Rent	£ 50.00	£ 50.00	£ 50.00	£ 50.00	£ 50.00						£ 25,000.00
Cleaning	£ 791.61	£ 830.02	£ 1,000.00	£ 1,000.00	£ 1,100.00	<b>EMR as at 31/03/17</b>					
Electricity	£ 233.79	£ 174.53	£ 300.00	£ 230.00	£ 250.00	Strand Wharf Memorial Planters	£ 3,041.67				
Miscellaneous	£ 333.61	£ 143.15	£ 300.00	£ 200.00	£ 300.00	Skate Park	£ 4,902.25				
Grass Cutting	£ 450.00	£ 450.00	£ 500.00	£ 450.00	£ 500.00	CFC Other	£ 1,831.03				
Maintenance	£ 695.00	£ 200.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	Community Centre - general	£ 20,594.88				
Staffing Costs	£ 3,629.99	£ 3,796.99	£ 5,955.00	£ 4,809.00	£ 6,601.00	Community Centre - refurb	£ 69,576.68	vired to repair programme			
	£ 6,184.00	£ 5,644.69	£ 9,105.00	£ 7,739.00	£ 9,801.00	Paddling Pool	£ 2,159.70				

<b>LEIGH COMMUNITY CENTRE ACCOUNTS FOR 2017/18</b>			
<b>1st August 2017 - 31st July 2018</b>			
	<b>August - March</b>	<b>April - July</b>	
	<b>F/Year 2017/18</b>	<b>F/Year 2018/19</b>	<b>Total</b>
<b>Income</b>			
Hiring	£87,194.64	£39,264.25	£126,458.89
Other Income	£6,490.54	£3,863.67	£10,354.21
Fundraising	£194.62	£85.00	£279.62
Grants Received			£0.00
LTC Use Grant	£18,000.00	£9,000.00	£27,000.00
LTC Office Rent	£2,333.33	£1,166.67	£3,500.00
<b>Total Income</b>	<b>£114,213.13</b>	<b>£53,379.59</b>	<b>£167,592.72</b>
<b>Expenditure</b>			
Rent	£2,333.33	£1,166.67	£3,500.00
Insurance		£2,570.17	£2,570.17
Business Rates	£4,614.00	£3,168.00	£7,782.00
Water Rates	£941.34	£807.70	£1,749.04
Gas	-£627.03	£4,734.01	£4,106.98
Electricity	£4,762.67	£1,948.38	£6,711.05
Telecoms	£934.19	£642.66	£1,576.85
Catering (Recoverable)	£966.87	£307.17	£1,274.04
Sundries	£599.29	£116.12	£715.41
Cleaning	£4,505.36	£1,507.33	£6,012.69
Health and Safety	£535.71	£145.00	£680.71
External Building Maintenance	£250.00	£350.00	£600.00
Internal Building Maintenance	£1,670.78	£1,444.73	£3,115.51
Advertising	£191.18	£0.00	£191.18
Security	£741.26	£278.63	£1,019.89
Card Processing Charges	£510.35	£309.77	£820.12
IT Infrastructure & Licences	£60.00	£120.00	£180.00
Licences	£1,314.02	£150.50	£1,464.52
Staff Training	£215.00		£215.00
Events at LCC	£2,509.66	£2,969.57	£5,479.23
Friends Funds Purchases	£60.00	£91.45	£151.45
Professional Fees	£5,285.52		£5,285.52
Furniture / Fixtures & Fittings	£341.03		£341.03
CC Repair Programme		£1,695.00	£1,695.00
Salaries	£102,354.73	£ 41,260.62	£143,615.35
<b>Total Expenditure</b>	<b>£135,069.26</b>	<b>£65,783.48</b>	<b>£200,852.74</b>
<b>Profit / Loss</b>	<b>-£20,856.13</b>	<b>-£12,403.89</b>	<b>-£33,260.02</b>
<b>Profit / Loss Carried Forward</b>	b/f	<b>-£264,901.24</b> c/f	<b>-£298,161.26</b>



<b>LEIGH COMMUNITY CENTRE ACCOUNTS FOR 2012/18</b>						
<b>1st August 2012 - 31st July 2018</b>						
<b>Income</b>	<b>2012/13</b>	<b>2013/14</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>
Hiring	£41,725.43	£77,938.02	£96,967.90	£ 113,762.45	£ 110,325.02	£ 126,458.89
Other Income	£291.76	£1,475.04	£4,515.74	£ 1,627.57	£ 3,429.93	£ 10,354.21
Fundraising	£3,017.55	£2,235.99	£1,984.79	£ 1,155.07	£ 244.73	£ 279.62
Grants		£4,558.00				
LTC Use Grant	£18,333.32	£23,499.96	£23,999.97	£ 25,000.00	£ 25,666.67	£ 27,000.00
LTC Office Rent				£ 1,960.00	£ 3,500.00	£ 3,500.00
<b>Total Income</b>	<b>£63,368.06</b>	<b>£109,707.01</b>	<b>£127,468.40</b>	<b>£ 143,505.09</b>	<b>£ 143,166.35</b>	<b>£ 167,592.72</b>
		73.13%	16.19%	12.58%	-0.24%	17.06%
<b>Expenditure</b>						
Rent				£ 1,960.00	£ 3,500.00	£ 3,500.00
Insurance	£4,795.43	£0.00	£5,404.68	£ 2,746.49	£ 2,827.35	£ 2,570.17
Business Rates	£7,444.97	£7,681.50	£7,830.00	£ 7,944.00	£ 7,869.00	£ 7,782.00
Water Rates	£1,123.16	£1,696.20	£1,387.43	£ 1,960.65	£ 1,589.33	£ 1,749.04
Gas	£7,372.75	£5,386.83	£5,657.85	£ 4,156.62	£ 6,142.99	£ 4,106.98
Electricity	£5,043.36	£7,221.86	£8,685.59	£ 9,605.91	£ 7,740.76	£ 6,711.05
Telecoms	£1,902.67	£1,110.84	£1,779.65	£ 2,131.30	£ 1,737.15	£ 1,576.85
Catering	£948.87	£2,926.14	£2,211.26	£ 1,149.62	£ 694.23	£ 1,274.04
Cleaning	£3,838.67	£4,348.93	£6,042.58	£ 6,071.87	£ 5,787.64	£ 6,012.69
Health and Safety	£428.46	£130.40	£1,778.75	£ 311.34	£ 392.20	£ 680.71
Sundries	£72.64	£166.99	£392.70	£ 360.88	£ 362.06	£ 715.41
External Building Maintenance	£630.00	£13,479.35	£1,126.85	£ 1,566.25	£ 101.98	£ 600.00
Internal Building Maintenance	£14,818.31	£6,113.37	£9,173.05	£ 7,888.86	£ 7,362.50	£ 3,115.51
Advertising	£917.00	£0.00	£1,577.02	£ 1,593.19	£ 191.18	£ 191.18
Security	£2,155.86	£1,309.15	£891.06	£ 840.36	£ 855.38	£ 1,019.89
Card Processing Charges	£141.34	£607.67	£853.30	£ 726.90	£ 740.13	£ 820.12
IT Infrastructure & Licences	£2,317.94	£468.60	£246.79	£ 791.18	£ 490.85	£ 180.00
Licences	£2,155.50	£446.58	£508.64	£ 2,438.99	£ 1,732.44	£ 1,464.52
Staff Training	£220.00	£426.00	£0.00	£ -	£ -	£ 215.00
Friends Funds Purchases	£3,927.89	£170.49	£1,768.94	£ -	£ 60.00	£ 151.45
Website				£ 2,372.61	£ -	£ -
Tools	£804.15	£99.99		£ 43.20	£ 13.17	£ -
Furniture / Fixtures & Fittings	£4,446.94	£1,329.51	£2,543.12	£ 4,005.36	£ 1,194.95	£ 341.03
Infrastructure Costs	£24,640.69	£6,284.03	£1,653.15	£ 2,929.66	£ 4,137.82	£ 1,695.00
Events at LCC				£ 1,080.75	£ 3,035.58	£ 5,479.23
Professional Fees					£ 3,790.84	£ 5,285.52
Salaries	£67,433.76	£94,593.44	£108,796.66	£ 118,175.34	£ 123,028.14	£ 143,615.35
<b>Total Expenditure</b>	<b>£157,580.36</b>	<b>£155,997.72</b>	<b>£170,309.07</b>	<b>£ 182,851.33</b>	<b>£ 185,377.67</b>	<b>£ 200,852.74</b>
		-1.00%	9.17%	7.36%	1.38%	8.35%
<b>Surplus / Deficit</b>	<b>-£94,212.30</b>	<b>-£46,290.71</b>	<b>-£42,840.67</b>	<b>-£ 39,346.24</b>	<b>-£ 42,211.32</b>	<b>-£ 33,260.02</b>