

Earmarked Reserves 31st March 2018

Reserve Use	Policy For Use	Management and Control	Fund Rule	Value at 31 st March 2017	Expenditure from fund	Additions to fund	Value at 31 st March 2018	NOTES TO ACCOUNTS
Technical equipment	A sinking fund to smooth the cost of purchases of new technical equipment	To be used as a balance for 300-4800 Equipment Consumables - Technical. Unspent funds from 300-4800 to go into this reserve.	The fund is not to exceed the value required for complete replacement of technical equipment.	22,558	2,644		19,914	no change to treatment of reserve
One Haverhill	Funds earmarked by the council for spending on One Haverhill activity not including Youth Strategy expenditure	Spending authorised by delegated power to the Clerk following documented agreement by One Haverhill Board	Annual review	5,633			5,633	no change to treatment of reserve
ONE Haverhill Partnership Funds	Funds held by HTC on behalf of ONE Haverhill, for which it acts as banker	Spending outhorsed by ONE Haverhill Chairman - Funds spent only from the dedicated bank account opened by HTC	Annual review	24,808	10,594		14,214	no change to treatment of reserve
Website maintenance	A sinking fund to fund any major overhaul of the Council or Arts Centre websites	To be used as a balance for 100-4119 and 300-4119, IT website maintenance	The fund is not to exceed £5,000	1,973	1,973		-	no change to treatment of reserve
A&L Marketing development	A fund to support the cost of upgrading the events section of the Town Council website	Balance of 200-7014 be used under delegated authority to the Clerk	The fund is not to exceed £3,000	3,965	3,965		-	no change to treatment of reserve
Election reserve	A sinking fund to smooth the cost to the Town Council of elections	To be used as a balance for 4302 Electoral Costs	The fund is not to exceed £20,000	18,172	-	-	18,172	no change to treatment of reserve
Environment	A sinking fund to smooth the costs of any expenditure on environmental projects	To be used as a balance for 400-4600 Environmental	The fund is not to exceed £10,000	7,175		2,825	10,000	no change to treatment of reserve
Street Furniture	A fund to maintain the street furniture owned by the Council	To be used as a balance for 4601 Street Furniture and 4602 Grit Bins	The fund is not to exceed £20,000	14,814	14,814		-	no change to treatment of reserve
Christmas lights	A fund to smooth the cost to the Council of provision of Christmas lights	To be used as a balance for 4610 Christmas Lights	The fund is not to exceed £30,000	25,140	11,344		13,796	no change to treatment of reserve
Community grants	Funds representing grants committed to third parties by the Council L&C Committee but not awarded yet	To be used for holding funds allocated by the committee but not awarded yet	The fund is to be reviewed annually and any grant deemed not capable of being awarded to be returned to general funds.	4,600	4,600		-	No community grants approved in 2017/18 remain unclaimed
Town Centre Development	To be spent on Town Council activity in the Town Centre	To be used under delegated power by the Leisure and Community Committee	Annual Review	20,932	520	-	20,412	no change to treatment of reserve
Council Event Reserve	To be spent on Town Council events formed from balances in 200-4703 to 200-4707	To be used under delegated power by the Leisure and Community Committee	Annual review	-	323	15,132	14,809	NEW RESERVE to cushion potential future loss of external grant income
A&L Leisure Development	A fund for new leisure projects created by any unspent balances from 200-7017 Arts Development and 200-7018 Leisure Development	To be used under delegated authority to the Arts Manager	The fund is not to exceed £10,000 and is subject to annual review	7,643	2,500	709	5,852	no change to treatment of reserve
Youth Strategy (Activities)	To fund the activities under the Youth Strategy	To be used as set out in a relevant budget.	The Youth Strategy is subject to periodic review	102,278	19,995		82,283	no change to treatment of reserve
Youth Strategy (Capital)	To fund the capital works relating to the Youth Strategy	Any spending requires full council authorisation except where delegated authority has been given to the Clerk.	The Youth Strategy is subject to periodic review	300,000	-	-	300,000	no change to treatment of reserve
Youth Strategy OTS Vehicle fund	To fund the replacement of the On The Spot Vehicle	Any spending requires full council authorisation	The Youth Strategy is subject to periodic review	-		5,000	5,000	NEW RESERVE, as per annual budget

To balance 300-4800

these are HTC funds held for supporting ONE Haverhill Partnership activity

To balance Cost Centre 500. remaining funds will be transferred into our separate account for ONE Haverhill Partnership

Transfer funds to 300-4119 to offset costs of new website.

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No budget allocated in 2011/17/18

£3759 underspend in 400-4600 so this will bring the reserve to its ceiling with the balance going to general reserves

£8,000 in budget for 2018/19 for notice boards. Additional costs of Arts Centre frontage from general reserves.

Expenditure on infrastructure

Firefighters: Allocated £1200 July 2016 Unclaimed 31/3/2018 - revert to general funds?

Haverhill Flower Club £1000 allocated March 2017, claimed Aug 2017

Balance of expenditure on digital display/bollards/cycle hoops for High Street

Members are asked to approve the establishment of this new reserve

Minor increase in the level of this reserve

Expenditure on On The Spot Van and youth work

This is the fund that construction of a new skate park would come from.

Approved for 2017/18, so first tranche of funds. A new vehicle would cost upwards of £35k. The current vehicle is 8 years old but in very good condition.

Property acquisition fund	To fund the acquisition of property.	Any spending requires full council authorisation	Annual review	270,990	4,123	-	266,867	no change to treatment of reserve	refund of 100-4123 Arts Centre Development, covering costs associated with extending the Arts Centre and redeveloping Bevan House.
Staffing Reserve	To provide a fund for any liabilities arising not covered in the staffing budgets, such as pensions auto-enrolment	To be used as a balance for 4000 through 4005 staffing-related cost centres.	The fund is not to exceed 20% of the total staff budget (2018/19=£620,963) Reserves now represent 10.2% of budget	53,277		9,962	63,239	Personnel Committee 2016-06 recommended an uplift of this reserve from 15% to cover anticipated contingencies	balance of salaries budget not spent in 2017/18.
Long-term maintenance provision	To fund large-scale maintenance projects over and above the maintenance programme, funded by the balances from HCT a/cs 100-4203+100-4204	To be used for works not covered by the main budget or insurance.	Not to exceed £200,000	129,986	25,359	32,480	137,107	no change to treatment of reserve	This would have been given as part of the grant, but as it was not needed, we put the equivalent sum in an earmarked reserve so that if HCT does require a big expenditure, we have these funds to offer.
Section 17 Reserve	To provide for expenditure on crime and disorder reduction strategies	To be used under delegated power by the Leisure and Community Committee	Annual Review	2,800		-	2,800	no change to treatment of reserve	No activity on this reserve during the year
Leiston Centre Reserve	To provide funds to give a grant to HCT for capital works required on the building	To be used under delegated power by the Leisure and Community Committee	Annual Review	13,470	3,827	5,000	14,643	no change to treatment of reserve	This would have been given as part of the grant, but as it was not needed, we put the equivalent sum in an earmarked reserve so that if HCT does require a big expenditure, we have these funds to offer.
Youth Skills Reserve	To Fund the Youth Skills Project from 2015/16 funds in 400-4504 Grants-Youth Projects and contributions from partners	To be used under delegated power by the Leisure and Community Committee	Annual Review	1,198	1,198		-	no change to treatment of reserve	Recent inward funds have been treated as income in advance for cost centre 501, so do not show here
World War Commemoration	To fund activities in relation to commemoration events	To be used under delegated power by the Leisure and Community Committee	Annual review	-			-	no change to treatment of reserve	No activity on this reserve during the year
Parish Handyman Reserve	To fund activities in relation to the work of the Parish handyman	To be used under delegated power by the Leisure and Community Committee	Annual review	69		852	921	no change to treatment of reserve	Small surplus
Pensioners Reserve	To hold funds donated by the Haverhill Old Age Pensioners Association	To be used as a grant fund for projects relevant to older people, under delegated power by the Leisure and Community Committee	Annual review	7,214	-	-	7,214	no change to treatment of reserve	No activity on this reserve during the year
East Haverhill Reserve	To hold funds passed over by CATRA for the benefit of the people of East Haverhill	To be used under delegated power by the Leisure and Community Committee	Treat as Designated Reserve	-	971.11	971.11	-	NEW RESERVE, as per F/17/028	Delete this reserve as purpose has been fulfilled
				1,038,695	108,750	72,931	1,002,876		
							1,002,876	Checksum	