

Earmarked Reserves 31st March 2020

Reserve Use	Policy For Use	Management and Control	Fund Rule	Value at 31st March 2019	Expenditure from fund	Additions to fund	Value at 31st March 2020	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.	20,406	6,316	5,150	19,240	no change to treatment of reserve	To balance 300-4800
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	these are HTC funds held for supporting ONE Haverhill Partnership activity
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	20,422	19,189	19,131	20,364	no change to treatment of reserve	To balance Cost Centre 500.
Website maintenance	A sinking fund to fund any major overhaul of the Council or Arts Centre websites	To be used as a balance for 101-4119 and 300-4119, IT website maintenance	The fund is not to exceed £5,000	2,371	514	800	2,657	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	1,000	-	1,000	2,000	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	10,673	13,193	12,000	9,480	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	5,415	5,415	-	-	Closed and funds transferred to Climate Change 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	-	250	3,000	2,750	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 400 4610 Christmas Lights and 400 4611 Christmas Tree	The fund is not to exceed £30,000	9,831	33,063	30,700	7,468	Now includes 400 4611 as the price of christmas trees is likely to increase due to shortages of tall trees	
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.	-			-	No community grants approved in 2019/20 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	-			-	Delete	This was the balance of expenditure on digital display/bollards/cycle hoops for High Street
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	12,170	104,995	100,500	7,675	no change to treatment of reserve	
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	8,113	1,321	2,500	9,292	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	49,947	14,747		35,200	no change to treatment of reserve	Expenditure on On The Spot Van and youth work including The Zone
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	89,701		210,299	no change to treatment of reserve	This is the fund that the purchase of The Zone and construction of a new skate park would come from.

Youth Strategy OTS Vehicle fund	To fund the replacement of the On The Spot Vehicle AO08BYD	Any spending requires full council authorisation	The Youth Strategy is subject to periodic review	10,000	555	5,000	14,445	no change to treatment of reserve	A new vehicle would cost upwards of £35k. The current vehicle is 12 years old but in very good condition, thanks to the care given by Sandra Linnane. The town council has had this project 3 years and undertook to put money aside each year to assist replacement of the vehicle.
Property acquisition fund	To fund the acquisition of property, e.g. 101-4123.	Any spending requires full council authorisation	Annual review	255,562	14,469		241,093	no change to treatment of reserve	refund of 100-4123 Arts Centre Development, covering costs associated with Arts Venue development 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 (2020/21=£830,488) Reserves now represent 7.9% of budget	44,272	232,887	253,945	65,330	no change to treatment of reserve	Balance of salaries budget 2019/20 for 101 only as spend in 300 Arts Centre would endanger this reserve.
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	143,001	19,978	30,000	153,023	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	786		2,014	no change to treatment of reserve	
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	15,533			15,533	The usual source of these funds is retained within HCT to assist with their reserve levels	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 contributions from partners	To be used under delegated power by the Leisure and Community Committee	Annual Review	-	62,173	74,817	12,644	no change to treatment of reserve	
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	-			-	Delete	the period 2014-2020 contained a large number of events and this fund was used to ring-fence allocated funds to roll over from one event to the next. This period of events has now passed.
Community Warden 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	14,495	16,819	20,749	18,425	no change to treatment of reserve, but name updated	
Climate Change Reserve	To fund the cost of Haverhill Town Council reducing its carbon footprint	To be used under delegated power by the Energy and Sustainability Committee	Annual review	-		8,325	8,325	New Reserve	Including funds from Environment Reserve
Haverhill Volunteer Centre Reserve	To fund activities in relation to the work of the Haverhill Volunteer Centre	To be used under the requirements of the budget set out by the Volunteering in Haverhill Task Group	Annual review	-	-	10,000	10,000	New Reserve	Balance of 400-4605 Volunteer Centre Contribution for 2019/20 as project did not start in that financial year
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
				938,858	636,371	577,617	880,104		
				938,768			880,104	Checksum	