

THAME TOWN COUNCIL
Earmarked Reserves Report - 31/03/2026

EARMARKED RESERVES WITH RESTRICTIONS

Code	Account	Opening Balance	Income	Expenditure	Closing Balance	Linked Cost Centre and Cost Codes	Annotations
312	UTILITIES RESERVE	£ -	£ 9,500	£ 2,953	£ 6,547	4012/4014/4015	This is allocated to 2025/26 and 2026/27 budget for water / gas / elec for Town Hall / Depot - affects precept £1,111 transferred to 102/4012 Water as not included in budget, EMR to cover bills £687 transferred to 102/4015 Gas as not included in budget, EMR to cover bills £530 transferred to 204/4014 SRRG Electric overspend £410 transferred to 204/4015 SRRG Gas overspend
317	YOUENS DRIVE	£ 16,446	£ 81	£ 1,007	£ 15,520	215-	This was a commuted sum towards the maintenance of the green spaces, including trees (some with TPOs) - some of the maintenance team's time could be charged to this EMR to off set our operational costs (although probably not worth the admin time now that the pot has reduced). Once gone this pot will not be replaced.
328	ROLLING CAPITAL FUND for projects	£ 52,242	£ 5,000	£ 8,458	£ 48,784		This fund is built up over previous years (£5 - £10K each year) to allow for small projects such as, the acoustics in the upper chamber or the purchase of laptops. These purchases are approved at Council / Committee meetings. The next project to come from here is likely to be the replacement AV and contribution to the depot roof.
347	PUBLIC TRANSPORT RESERVE	£ 33,482	£ 1,500	£ -	£ 34,982		These funds are ringfenced for projects related to public transport only - these are funds held over from car park revenue and could be used for areas such as new bus stops. £1500 of this is towards Hopper Bus promotion project that Becky is delivering in 2026
355	DEFIBRILLATOR RESERVE	£ -	£ 4,395	£ -	£ 4,395	106-4238	Funds given over from Staying Alive Thame - must only be spent on Defibrillators - this pot should continue to be built on - there is a draft forecast for 10 year replacement plan. Grant options are also being explored. Grant funding received £1050 - SODC, £5K from Welfare Trust, £2K Friends of Thame Hospital pot should be £395 transferred from 106/4238 Defib Maintenance underspend
364	PUBLIC ART RESERVE	£ -	£ 3,778	£ 3,778	£ -		New restricted reserve created from surplus grant monies
368	YOUTH HUB RESERVE	£ 20,000	£ -	£ 11,587	£ 8,413	299-	Monies agreed to be spent on the Youth and Community Centre Project - allocated but not yet spent.
378	GREEN LIVING PLAN	£ 8,429	£ -	£ -	£ 8,429	222-4217	This is a combination of different things that are restricted - business grants, money earmarked for spending last year, but that wasn't spent until this year. Reserve for Cuttle Brook in case we needed it that has now been spent on other projects like the Calendar. - Becky has a spread sheet if you want it
382	HAMPDEN GARDEN ALLOT (S106)	£ 118,634		£ 411	£ 118,222	224-	This is a commuted sum for Hampden Gardens - this can go into a high interest account until required. Suggest that the interest earned is used to pay towards the staff costs for any work carried out on these allotments along with the small amount of income received from the plot rental. £217 transferred to 224/4050 Hampden Garden Allotment Maintenance overspend £128 transferred to 224/4056 Hampden Garden Allotment Legal Fees overspend
384	THAME TOWN MUSIC FESTIVAL	£ -	£ 6,675	£ -	£ 6,675		Funds given over the Town Council after the last TTMF to grant for music related projects only. Any grant should be agreed with TTMF. £500 approved to go to THCS awaiting for invoice to claim.
386	AIR QUALITY MONITORING (S106)	£ -	£ 33,093	£ -	£ 33,093		New restricted reserve created from grant monies
340+344	CAPITAL RECEIPTS RESERVE	£ 68,065	£ 359,183	£ 361,542	£ 65,706		This is where loan repayments are paid into and also includes funds that Rathbones add if they sell shares and take from when they buy shares. This should go back into our investments or must only be spent on Capital.
		£ 317,299	£ 423,205	£ 389,737	£ 350,766		

EARMARKED RESERVES WITHOUT RESTRICTIONS

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367	CIL RESERVE - use by 2027	£ 17,676	£ -	£ 4,397	£ 13,279		It is likely that some of these funds will be spent in 2026/27
377	CIL RESERVE - use by 2028	£ 25,764	£ -	£ -	£ 25,764		
313	CIL RESERVE - use by 2029	£ 11,808	£ 4,397	£ 4,397	£ 11,808		
316	CIL RESERVE - use by 2030	£ -	£ 160,613	£ -	£ 160,613		
318	COMMUNITY ENGAGEMENT RESERVE	£ 2,572	£ 2,588	£ -	£ 5,160		This is a reputational pot which we could use some of towards the Website, Consultations, leaflets and flyers etc. £739 transferred from 114/4119 Corporate Image underspend £1,558 transferred from 114/4037 Website underspend
319	NEIGHBOURHOOD PLAN RESERVE	£ 29,176		£ 1,172	£ 28,004	113-4055	The whole cost of TNP 2 was £66,645 (Inc. Vat, excluding £18k grants) - whilst we are some years off another one this pot can be invested to increase general income. Used for legal services relating to TNP. This could also be used to help refresh the Green Living Plan. Pedestrianisation - feasibility studies.
321	TOWN AWARDS RESERVE	£ 4,625		£ 2,303	£ 2,322	117-4035	A small contingency held to cover costs if sponsorship is low. 2026 it will be held at the Thame Players.
322	ELECTION FUND	£ 14,577	£ -	£ -	£ 14,577	117-4116	Checking with SODC but the 2027 Elections will cost circa £21,000 - if a single election is called due to a resignation the cost is in the region of £7K. Just £1600 funds have been included to the 2026/27 to cover potential resignations. Balance from this year will be moved to the EMR for the start of April 26. Should we need to /call an election next year this will impact on the 27/28 budget.
323	HEALTH & SAFETY	£ -	£ 1,148	£ -	£ 1,148	101-4081	New reserve created
325	ENVIRONMENT FUND	£ 8,328	£ -	£ 8,328	£ -	222-4217	This is funds that we are trying to build to spend on work that needs to happen within the day to day business of TTC to help achieve GLP targets. E.g. if we need to get planning permission in place before we are able to apply to external grant funders for work that needs to take place. We missed out on applying to REPF as a result of not having the permissions in place so this will allow us to take action needed to get our ducks in a row so we can hopefully leverage funding from outside. Basically this fund allows us to generate more money.
329	GOOD NEIGHBOUR SCHEME	£ 2,358		£ 267	£ 2,091	220-	This is what remains of the £10k given to this scheme 10 years ago . We may need top this up to £5K, but can look at grants too.
332	BUILDING MAINTENANCE	£ 14,621	£ 6,868	£ -	£ 21,489	102/202/204/4036	A too small pot of funds to be used on any of our buildings - this is one that we should aim to grow - the Building assessments carried out last year identified c£200K repairs to just the Town Hall. This does not include aspirational works to improve the accommodation or upgrade elements of the buildings. Our Buildings include all or elements of: The Museum, Town Hall , Depot (£144K), Changing Rooms and Cricket Pavilion. Town Hall windows £60K Repair and Paint (repaint every 7 years) £6,868 transferred from 202/4036 Maintenance underspend towards Depot Roof

EARMARKED RESERVES WITHOUT RESTRICTIONS continued

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334	ECONOMIC DEVELOPMENT RESERVE	£ 24,384	£ 2,898	£ -	£ 27,282	106-4216	To Support our Town, originally a grant from SODC for MTC and their projects - helping shops include. Now this will be used to sort out the infrastructure for the Christmas lights - seed funding for new events, feather flags for art crawl. We would not like this to drop below £5K £231 transferred to 106/4198 Community Activities Town Guide overspend £2,898 transferred to 106/4216 Community Activities Economic Development overspend
336	TREE RESERVE - not legally restricted	£ 19,214	£ 5,606	£ 809	£ 24,011	217-4132	This is to cover unexpected costs or large tree projects. In reality this would cover very little - we have in excess of 500 trees, including Ham Wood. A survey alone would potentially cost this much and we have a duty of care to carry out regular inspections on our trees for the safety of public etc. A survey is due now. The recommendation would be to continue to build this with no limit and an aspiration for more regular surveys. A budget of £6.5K has been put to Open Spaces Cost Centre 217 and funds are used from park area budgets / Cuttle Brook Budget if trees require work in those areas. £4,700 transferred from 217/4132 Open Spaces Trees underspend for Tree Survey £906 transferred from 217/4049 Open Spaces Planting underspend for Tree Survey
337	MARKET SUPPORT FUND	£ 13,026	£ 111	£ -	£ 13,137	112-	This pot was started to build a fund to help install electrics for the market - £10K was removed from this in 2022? To cover a shortfall in the precept. Electricians were originally expected to be in the region of £100K, this may well have gone down with the increase in electric points. £111 transferred to 112/4041 Street Market Equip Hire to cover Street Market toilet clean
346	FREEDOM PARADE RESERVE	£ 1,716	£ 400	£ -	£ 2,116		A small pot to for the next event - normally every 4 years. The cost covers the food for the officers marching as well as road closures and safety. £400 transferred from 106/4017 Community Activities Freedom Parade underspend
348	CUTTLEBROOK FLOOD RESERVE	£ 11,388	£ 1,752	£ 9,706	£ 3,434	201-	Literally a rainy day fund - The community would benefit for this being built up to ensure the regular maintenance is carried out and we can plan for longer term flood alleviation. (£19,310 was spent in the last 12 months on Flood Alleviation in Cuttle brook (50% paid for by OCC). £1,752 transferred from 201/4036 Cuttle Brook Maintenance underspend
385	CUTTLEBROOK BIODIVERSITY	£ -	£ 2,000	£ -	£ 2,000		Cuttlebrook Biodiversity Officer to be appointed.
352	MEMORIAL GARDENS	£ 342	£ 3,656	£ -	£ 3,998	211-	Ability to build funds for future maintenance and upgrade including stoneworks cleaning and ponds. Thame and Moreton. By keeping this pot topped up every year it can help prevent large jumps in the precept. This is a significant asset for the Town and is listed. £1,796 transferred from 211/4036 Memorial Gardens Maintenance underspend towards pond refurbishment £905 transferred from 211/4049 Memorial Gardens Planting underspend towards pond refurbishment £955 transferred from 216/4036 Town Maintenance underspend towards pond refurbishment
353	CIVIC REGALIA RESERVE	£ 1,626	£ -	£ 232	£ 1,394	118-4196	Bling pot - past mayors, upgrades and repairs etc (regalia rather than individuals). £232 transferred to 118/4196 Civic Regalia - to repair Mayor & Deputy Mayor Chains and replace velvet

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359	PLAY EQUIP/MAINT RESERVE	£ 13,016	£ 9,124	£ -	£ 22,140	4036	<p>Elms park cost £120K - we have 7 play areas - this is not enough and also includes the skate park. We have just been made aware through the ROSPA inspection that the slide in Pickenfield must be replaced within 12 months - this could potentially use all this reserve.</p> <p>A new cost code for Play equipment will be set up in 27/28</p> <p>Small amount of \$106 available</p> <p>£1,837 transferred from 204/4036 SRRG Maintenance underspend £1,588 transferred from 206/4036 Churchill Play Area Maintenance underspend £400 transferred from 20984036 Pearce Way Maintenance underspend £4,424 transferred from 209/4036 QE Circle Maintenance underspend £1,000 transferred from 213/4036 Skate Park Maintenance underspend £675 transferred from 214/4036 Pickenfield Maintenance underspend</p>
369	PROFESSIONAL SERVICES RESERVE	£ 5,563	£ 2,525	£ 5,221	£ 2,867	101-4055	<p>Reserve that could cover all areas when additional external support is needed. HR, H&S, strategy, surveys etc...</p> <p>£1978 Planned transfer back to ER 312 Utilities for 26-27 precept</p> <p>£658 transferred to 101/4030 Recruitment overspend</p>
383	LEGAL FEES	£ 2,500	£ -	£ 2,500	£ -	101-4056	<p>Used for 312 Utilities Reserve</p> <p>If any Legal Fees should arise, General Reserves will be used</p>
372	CCTV RESERVE	£ 15,477	£ 6,480	£ 1,397	£ 20,561	106-4106	<p>A fund which has been built up to pay for the CCTV camera on Southern Road to cover the Southern Road Car Park, Scouts HQ etc. The operational costs for the CCTV cameras are paid for from revenue which does impact on the precept. We pay 1/3 of the costs for the whole town, but will have to pay for the full operational costs of the SRRG camera. (We receive a discount on the operational costs because we pay the electricity costs for the hub in our basement). Some funds have been removed from this EMR to cover higher energy costs in the past).</p> <p>£6,480 transferred from 106/4106 CCTV underspend</p>
375	ALLOTMENTS RESERVE	£ 1,844	£ -	£ -	£ 1,844	203-	<p>Each year the funds from Stones Close are saved here and then used when repairs we are responsible for are required. We rarely have costs for this allotment as it is run by a allotment association. At some point we may need to support them with things like power or a toilet.</p>
376	CEMETERY RESERVE	£ 2,500	£ -	£ -	£ 2,500	212-	<p>We have buried this money to use in finding and praying for more burial space. If we do decide to help find more burial space, we will require more funds. There is a small amount of \$106 of c£13K available for this too.</p>
379	EVENTS RESERVE	£ 3,323	£ 2,655	£ 2,530	£ 3,448	223 or 106- 4040	<p>To cover replacement equipment such as: road signs, barriers, cones, PA system etc</p> <p>£655 transferred from 105/4069 Christmas Lights underspend towards new infrastructure costs £500 transferred from 106/4237 Emergency Day underspend towards event taking place in August £1,500 transferred from 223/4236 Emergency Day underspend</p>
380	TRAINING/CONFERENCE	£ 12,267	£ 5,268	£ 10,235	£ 7,300	4006-4008-4140	<p>The cost of training and conference is not the same or linear year on year - holding a pot built mainly from years when training is low allows us to cover new staff, a business need and makes good business sense - it is important continue to invest in the team. H&S. Can also be used for Members Training. Cost Codes vary.</p> <p>Monies transferred to cover Utilities ER 312 for budget 2025-26 & precept contribution 26-27 - £4415 (£2,437 for ER312)</p> <p>£8,160 transferred to 101/4008 Training overspend (MHFA, Equality & Diversity, Riattas) £4,268 transferred from 202/4008 Staff Training underspend</p>

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333	MUSEUM	£ -	£ 7,690	£ -	£ 7,690	120-4036	As per E&A item 10 on November 25th from the budget of £11,500 it is expected that approximately £4k will be spent on decoration allowing £7,500 to be transferred to EMR for future expense. £7,690 transferred from 120/4036 Museum towards replacement front door (agreed at FC) and future maintenance
		£ 259,690	£ 225,779	£ 53,493	£ 431,976		