

# Dronfield Town Council

Town Clerk:  
Joanne Mitchell



Dronfield Civic Hall  
Dronfield Civic Centre  
Dronfield  
S18 1PD

Telephone: 01246 418573  
Email: [townclerk@dronfield.gov.uk](mailto:townclerk@dronfield.gov.uk)  
Website: [www.dronfield.gov.uk](http://www.dronfield.gov.uk)

28<sup>th</sup> February 2023

To: The Chairman and Members of Dronfield Town Council

Dear Councillor,

You are summoned to attend the meeting of Dronfield Town Council to be held on

**MONDAY 6<sup>th</sup> MARCH 2023 AT 7.30pm  
IN COUNCIL CHAMBER, CIVIC HALL, DRONFIELD**

Yours sincerely

*J Mitchell*

Joanne Mitchell  
Town Clerk

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Please be aware that meetings open to the public may be recorded by representatives of the media or by members of the public. Any persons intending to record this meeting are:

- Requested, not to film the public seating area and to respect the wishes of members of the public who have come to speak at a meeting but do not wish to be filmed.
- Reminded, that it is not permitted for oral commentary to be provided during a meeting. The Chairman may ask people to stop recording and leave the meeting if they act in a disruptive manner.

## **AGENDA**

1. **Apologies**

To receive apologies and reasons for absence from the meeting.

2. **To consider a variation of order of business**

To consider request to change the order of the items on the agenda.

3. **Declarations of Interest**

To enable Members to declare the existence and nature of any Disclosable Pecuniary Interests they have in subsequent agenda items, in accordance with the Parish Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time. To receive and approve request for dispensations from members on matters in which they have a Disclosable Pecuniary Interest.

4. **Public Speaking**

**The period of time designated for public participation at a meeting shall not exceed fifteen minutes. A member of the public shall not speak for more than three minutes. Any issues raised may be noted and a request by members for that matter to be placed on a future agenda for discussion and debate.**

**4.1 Planning Matters**

An opportunity for members of the public to raise any planning matter that members may be considering at the planning item of the following agenda.

**4.2 General Matters**

A fifteen-minute session when members of the public and local residents can raise issues affecting the town. Any issues raised may be noted and a request by members for that matter to be placed on a future agenda for discussion and debate.

**4.3 Police Matters**

If the Police Liaison Officer is in attendance, they will be given the opportunity to raise any relevant matters.

5. **Council Minutes**  
To receive and consider adopting as a true and accurate record, the draft Minutes of the Ordinary Meeting of the Council held on 6<sup>th</sup> February 2023 (pages 804 - 817).
6. **Items for exclusion of public**  
To determine what items on the agenda, if any, should be taken with public excluded.
7. **Planning Matters**
  - 7.1 **Planning Applications (Appendix 1)**  
To consider the attached schedule of planning applications submitted by North East Derbyshire District Council for comment and discussion. Further details of any application can be found at: <http://planapps-online.ne-derbyshire.gov.uk/online-applications/> and then by inputting the application reference number.
  - 7.2 **Planning Decisions (Appendix 2)**  
To receive the attached schedule of planning decisions submitted by North East Derbyshire District Council for information.
8. **Notice of Casual Vacancy**  
To declare a casual vacancy has arisen at the Town Council.
9. **Outside Services Report (Appendix 3)**  
To consider the written report submitted by the Outside Services Manager.
10. **Meeting Reports (Appendix 4)**  
To receive the meeting reports and recommendations on various matters;
  - 10.1 Properties Advisory Committee meeting held on 13<sup>th</sup> February 2023
  - 10.2 Events Advisory Committee meeting held on 15<sup>th</sup> February 2023
  - 10.3 Cemetery Advisory Committee meeting held on 2<sup>nd</sup> March 2023 – to follow
11. **Advisory Committee Membership**  
To review membership of the Properties Advisory Committee.
12. **Risk Assessment (Appendix 5)**  
To review and approve the Risk Assessment.
13. **Town Clerk's Report (Appendix 6)**  
To consider the written report submitted by the Town Clerk.
14. **Financial Report (Appendix 7)**
  - a. Schedule of Payments including BACS breakdown for January 2023
  - b. Schedule of Receipts for January 2023
  - c. Bank Reconciliation at 31<sup>st</sup> January 2023
  - d. Income and Expenditure to 31<sup>st</sup> January 2023
15. **Exclusion of the Press and the Public**  
To move the following resolution – That in view of the confidential nature of the business about to be transacted it is advisable in the public interest, that the press and public be temporarily excluded and they are instructed to withdraw.
16. **Meeting Report**  
To receive the meeting report and recommendations from the Personnel Advisory Committee meeting held on 6<sup>th</sup> March 2023.

**DRONFIELD TOWN COUNCIL**  
**PLANNING APPLICATIONS**  
**SUBMITTED TO COUNCIL ON MONDAY 6<sup>th</sup> MARCH 2023**

<b>No</b>	<b>Reference</b>	<b>Applicant</b>	<b>Location</b>	<b>Details</b>
1	22/00933/FLH	Mrs Amy Wild	19 Alport Rise Dronfield Woodhouse Dronfield S18 8ZB	First floor extension over the existing rear extension with new first floor window on west elevation and single storey ground floor extension to the rear
2	22/01208/FLH	Mr Charles Tompkin	56 Gosforth Lane Dronfield S18 1PR	Application for first floor side extension above existing garage
3	23/00038/FLH	Mrs Katie West	4 Balmoral Crescent Dronfield Woodhouse Dronfield	Single storey front extension, two storey and single storey side extensions and alterations to openings
4	23/00090/FLH	Mr & Mrs Steven & Claire Robinson	13 Manor Crescent Dronfield S18 1PU	Proposed removal of existing bungalow roof and raising of a new roof to create a one and half storey dwelling with dormers within the new roof.
5	23/00093/AMEND	Mr Kevin Ogden	44 Salisbury Road Dronfield S18 1UG	Non-material amendment pursuant of 21/00970/FL to amend design requirement relating to the dormer and single storey roof element

6	23/00095/FL	Chilled Pubs Ltd	The Blue Stoops Inn High Street Dronfield S18 1PX	Construction of new porch and existing porch extension to side, extension to rear, internal alterations and structural repairs (Listed Building/Conservation Area)
7	23/00096/LB	Chilled Pubs Ltd	The Blue Stoops Inn High Street Dronfield S18 1PX	Listed Building Consent for construction of new porch and existing porch extension to side, extension to rear, internal alterations and structural repairs (Conservation Area)
8	23/00104/DISCON	Mr Thomas Lawrence	Upper Birchitt Rod Moor Road Dronfield Woodhouse	Discharge of Conditions 3 (WSI), 10 (rainwater goods), 16 (services), 25 (skirting boards) and part discharge of Conditions 6(ii) (Welsh slate roof samples) and 14(i) (17th Century windows) pursuant to planning approval 21/01435/FL and Listed Building Consent 21/01436/LB
9	23/00105/CATPO	Brown Sedgwick Mitigation Centre	34 Eckington Road Coal Aston covered by Coal Aston Conservation Area at 1 Forresters Lane Coal Aston Dronfield	Notification of intention to fell trees Maple T2, Hawthorn T3, Laburnum T4 and Birch T5 & T6 to combat subsidence damage
10	23/00106/CATPO	SMC	34 Eckington Road Coal Aston covered by C A Conservation Area at Oak Croft Forresters Lane, Coal Aston	Notification of intention to fell Beech tree T1 to combat subsidence damage



11	23/00121/FLH	Mr Rappitt	1 Vale Close Dronfield S18 1SF	Demolition of detached garage and erection of single storey side and front extension
12	23/00125/FLH	Mr Rob Parsons	16 Ashford Road Dronfield Woodhouse Dronfield S18 8RQ	Raising of roof height to create first floor accommodation, front extension and alteration to openings
13	23/00131/FLH	Mr Ryan Harvey	18 Highfields Crescent Dronfield S18 1UT	Part Conversion of existing garage including new roof and alterations to openings.
16	23/00141/CATPO	Mr Alex Crawford	99 Chesterfield Road Dronfield S18 2XE	Notification of intention to fell 8 Birch trees and replace with laurel plants to form a hedge within Dronfield Conservation area
17	23/00147/FLH	Ginny Shipston	42 Prospect Road Dronfield S18 2EA	Proposed single storey side extension following demolition of existing garage.
14	23/00155/FLH	Mrs N Wraith	80 Shakespeare Crescent Dronfield S18 1ND	Proposed single storey rear extension. Raise part of the existing roof to accommodate a bedroom ensuite area with side facing dormer, Velux roof windows and a Juliet balcony to rear
15	23/00158/FLH	Mr JAMES M KEMP	14 Trent Grove Dronfield S18 2FP	Proposed single storey side extension and raising of existing roof incorporating one Velux roof window to accommodate bedrooms, plus proposed drop kerb

<b>18</b>	<b>72/00006/FL</b>	Mr. Limb	Barnes Farm Barnes Lane Dronfield Woodhouse	New dwelling
<b>19</b>	<b>73/00099/FL</b>	Mr. Limb	Barnes Farm Barnes Lane Dronfield Woodhouse	New dwelling

**DRONFIELD TOWN COUNCIL - SCHEDULE OF PLANNING DECISIONS**

**SUBMITTED TO COUNCIL MONDAY 6<sup>th</sup> MARCH 2023**

<b>No</b>	<b>Reference</b>	<b>Location</b>	<b>Details</b>	<b>Decision</b>
1	22/00861/DISCON	The Old Town Hall 21 - 23 High Street Dronfield S18 1PY	Application to discharge condition 4 (entrance gates) pursuant to planning application 19/01169/LB (Amended Plans	<b>CONDITIONS DISCHARGED</b>
2	22/01059/FL	2 - 4 Summerwood Lane Dronfield S18 1PB	Application for construction of 2 storey 5 bed dwelling with associated parking and landscaping. at 2 - 4 Summerwood Lane Dronfield S18 1PB	<b>CONDITIONALLY APPROVED</b>
3	22/01165/FLH	40 Netherfields Crescent Dronfield S18 1UX	Application to raise the height of garage roof by 1ft and change from a flat roof to sloping roof and installation of 2no Velux windows	<b>CONDITIONALLY APPROVED</b>
4	22/01192/FLH	The Long Barn Barlow Lees Lane Barlow Dronfield	New Garage and store	<b>REFUSED</b>
5	22/01205/FL	Unit 7 Traso Business Park Callywhite Lane Dronfield	Application for the demolition of concrete garage building and brick compressor house, and the construction a steel framed light industrial unit	<b>CONDITIONALLY APPROVED</b>
6	22/01206/FLH	36 Hallows Rise Dronfield S18 1YB	Application for hip to gable roof with a box dormer including Juliet balcony to the rear to incorporate a loft conversion	<b>CONDITIONALLY APPROVED</b>

<b>7</b>	<b>22/01218/FLH</b>	25 Greenacres Close Dronfield S18 1WE	Two storey side extension (Affecting the setting of a Listed Building).	<b>CONDITIONALLY APPROVED</b>
<b>8</b>	<b>22/01226/FL</b>	Storage Containers North House Callywhite Lane Dronfield	Use of land for self storage containers (revised scheme of 03/01321/FL)	<b>CONDITIONALLY APPROVED</b>
<b>9</b>	<b>23/00056/DISCON</b>	Upper Birchitt Rod Moor Road	Application to discharge condition 26 (Bat Survey), condition 27 (Biodiversity) and condition 28 (Mitigation Plan) pursuant to planning application 21/01435/FL and Listed Building Consent 21/01436/LB	<b>FURTHER DISCHARGE REQUIRED</b>

## Dronfield Town Council - March 2023 Outside Services Managers Report

The following tasks have been carried out during February 2023.

Litter/Dog Bins - The litter and dog bins continue to be emptied on a weekly basis, this is carried out every Thursday and consists of 2 men doing the whole route. The play areas are also given a visual inspection and anything that requires attention is entered into the play area sheets on return to workshop.

Cemetery - The baskets are emptied around the Cemetery on a Monday and Friday.

Grit bins – All grit bins have been checked and refilled where necessary. Two new grit bins will be installed at Egerton Road and Beechwood Road/Manor Crescent.

Parks and open Spaces – All DTC owned land has been litter picked and all rubbish removed. Dronfield Woodhouse was litter picked on two occasions due to amount of fireworks that was still laying around.

Cemetery drainage – Drainage 2000 attended this site and cleared out all of the gullies around the main road way around the Cemetery.

### Tasks around Dronfield

1. Repaired the fence adjacent to the footpath in Leabrook valley next to Christian Oaks.
2. All hedge areas have now been cut back, the latest and last ones being Dronfield Woodhouse, Quoit Green and the area along Chesterfield Road overhanging from Alma.
3. The footpaths around the Cemetery have all been sprayed to kill off the moss.
4. Removed fallen tree branches from various areas around the Town.
5. Carried out repairs to the play areas.

Play area maintenance – Outside Services staff have greased all the roundabouts within the play areas, blanking caps have been fitted to the items of equipment requiring them at Dronfield Woodhouse. The panels were removed from the roundabout at Cemetery Road play area so photos could be taken of the workings and to see if any water is present.

### Play Areas –

Birches Fold – Blanking caps fitted.

Cliffe Park – The zip wire has been repaired by Creative Play with two new posts being fitted.

Hilltop

Moonpenny Way

Sindelfingen Park – removed the benches from the old play area and stored at unit, removed the cradle swing seats to keep as spares ahead of the refurbishment.

Stonelow – Plastic caps have been fitted to climbing frame.

Lundy Road

Marsh Avenue – new buffer fitted to gate post.

Cemetery Road

Dronfield Woodhouse – new buffers have been fitted to both gates.

### **Tennis courts –**

Dronfield Woodhouse – cut back foliage around the tennis courts.

Coal Aston

Cliffe Park

**Bowling Greens** – maintenance is being carried out.

### Other Tasks

Agendas and other DTC material placed on notice boards and are removed when meetings/events have taken place.

Banners removed/replaced on from the front of the Civic Hall when required.

Various reports have been actioned around the Town.

Ronnie Dick  
Outside Services Manager

**Minutes of the Meeting of the Properties Advisory Committee**  
**Held in the Council Chamber, Civic Hall on 13<sup>th</sup> February 2023**

Present: Cllr S Burkitt, Cllr M Hanrahan, Cllr A Powell and Cllr R Spooner.

In attendance: J. Mitchell (Town Clerk), M. Keys (Assistant Clerk) and R. Dick (Outside Services Manager) and A. Mott (RFO)

**1. Apologies**

Cllr A Foster sent her apologies.

**2. Declarations Of Interest**

There were no declarations of interest.

**3. Minutes of last meeting**

Members received and reviewed a copy of the minutes.

It was RESOLVED to approve the minutes as a true and accurate record of the Properties Advisory Committee Meeting held on 16<sup>th</sup> January 2023.

**4. Items for exclusion of the public**

Agenda items 10 and 11 require the exclusion of the public.

**5. Dronfield Woodhouse Sports and Social Club**

Members were provided with an update on the meeting, outstanding payment and ground conditions.

It was RESOLVED to write a letter to the committee of Dronfield Woodhouse Sports and Social Club regarding the firework debris from bonfire night that remains on the sports field despite assurances of litter picking and clean ups taking place.

It was RESOLVED to request copies of the last four years of accounts for Dronfield Woodhouse Sports and Social Club, as per the terms of their lease.

**6. Dyche Lane Footpath**

Members reviewed a quote for the resurfacing of a footpath and considered alternative options.

It was RESOLVED for the Outside Services Manager to obtain alternate quotes for the various options and bring them to the next meeting.

**7. Bus Shelters**

Members reviewed the proposal from Derbyshire County Council and discussed a request from a resident to remove a bus shelter.

It was RESOLVED to recommend to council to agree for the replacement of the bus shelter at the junction of Stonelow Road opposite Shireoaks, if the replacement is funded completely by Derbyshire County Council and there is no cost to Dronfield Town Council.

It was RESOLVED not to remove the bus shelter from Highfields Road due to the possibility of the bus service resuming in the future.

**8. Quad Bike**

Members reviewed a quote for the purchase of a quad bike and related attachments for the Outside Services Team.

It was RESOLVED to recommend to council to accept the quote for the quad bike and attachments, at a total cost of £9,959.58 which includes part exchanging the current quad bike.

**9. Waste License**

Members discussed the need to register a lower tier waste carrier.

It was RESOLVED to register as a low tier waste carrier via the relevant Government website.

**10. UK SPF Funding**

Members discussed whether to apply for future UK SPF funding for Village Halls and Community Venues.

It was RESOLVED to obtain quotes for the installation of roof solar panels on the changing rooms at Cliffe Park for future funding rounds.

**11. Alarm Systems**

Members reviewed a quote to replace the analogue phone lines systems for the alarms at three venues.

It was RESOLVED to recommend to council to accept the quote of £200 (£100 per site) to replace analogue phone lines systems at Gosforth Lodge and the Outside Services Unit for the alarm systems.

**12. Stonelow**

Members discussed the quote from the solicitor to review the revised draft licences.

It was RESOLVED to recommend to council to accept the quote from the solicitor of £600 for reviewing one of the draft license agreements.

**13. Exclusion of the Press and Public**

To resolve that in view of the confidential nature of the items to be discussed, the committee pass the formal resolution to exclude the press and public from the meeting, pursuant to the Public Bodies (Admissions to Meetings) Act 1960 section 1 paragraph 2 & the Local Government (Access to Information) Act (due to the sensitive commercial nature of the issues being discussed.)

A.Mott (RFO) joined the meeting at 15:09pm

**14. Land & Leases**

Members received a verbal update on land and lease matters from the RFO.



It was RESOLVED to recommend to council to create a digital record of all council owned land and download copies of all land registration documents at a cost of £3 per document.

It was RESOLVED to write to the owner of a piece of land, whose lease had expired and enquire about whether they would be interested in purchasing the land.

It was RESOLVED to note the verbal update provided by the RFO and to not change anything at this time.

**15. Working Group**

Members were given a verbal update from the previous working group meeting.

It was RESOLVED to disband the working group due to the creation of the new Civic Hall Committee.

Meeting closed at 4:00pm

**Minutes of the Events Advisory Committee of Dronfield Town Council  
Meeting held on 15<sup>th</sup> February 2023 at 10:00am in the  
Council Chamber, Civic Hall, Dronfield**

**Present:** Cllr. S. Burkitt, Cllr R Welton and Cllr. A Powell

**In attendance:** J Mitchell (Town Clerk), M. Keys (Assistant Town Clerk), L Stonehouse (Projects and Communications Officer), and R. Dick (Outside Services Manager)

**1. Apologies**

Cllr M Emmens and Cllr R Hall sent their apologies.

**2. Declaration of Interests**

There were no declarations of interest.

**3. Approval of Minutes**

It was RESOLVED to approve the minutes of the Events Advisory Committee Meeting held on 22<sup>nd</sup> November 2022 as a true and accurate record of the meeting.

**4. Any items for exclusion of the public**

There were no items for discussion which required the public to be excluded.

**5. Christmas**

The Projects and Communication Officer gave feedback on the Christmas Light Switch on Event from 2022.

Plans were then discussed for 2023 Christmas events including the following:

- Reducing the number of Christmas trees placed around town, keeping trees at the following sites: Library Gardens, Sindelfingen Park, Coal Aston and the train station.
- Liaise with Sports Centre, possibility of hiring the sports hall
- Organising a 'Councillor Clear Up' day after the event.
- Moving the rides to the Library Car Park and the Food Stalls to be located in the Civic Centre Car Park.
- Due to high volume of visitors in the Civic Hall during the Christmas Light Switch On, research monitoring/restricting the number of entrants for future events.

Members discussed the plans for the road closures and car park closures for the 2023 Christmas Light Switch On.

It was RESOLVED to forward two preferences to the relevant departments at NEDDC:

- Preference A - Closure of High Street from Gosforth Lane to Soaper Lane
- Preference B - Closure from Peel Monument to Soaper Lane

**6. HM King Charles III Coronation**

Members discussed plans for the Coronation. Members were informed that the Scouts Association had offered their services as part of the 'The Big Help Out' on the Bank Holiday Monday.

It was RESOLVED to recommend to Council to make available the Dronfield parks for members of the public to hold 'The Big Lunch' on Sunday 7<sup>th</sup> May 2023.

It was RESOLVED to recommend to Council to accept the Scouts offer of their services to undertake a Litter Pick as part of 'The Big Help Out' to help clean up in the parks on Monday 8<sup>th</sup> May 2023.

## **7. Extreme Wheels**

Members were updated on the Extreme Wheels booking for 2023. The Town Clerk informed members that they are still awaiting a final decision on the 29-week booking. To date Extreme Wheels have guaranteed 10 weeks and we are awaiting an update from them at the end of February 2023 as to whether they can fulfil the other 19 weeks requested by the Council.

It was RESOLVED to look at other BMX participation groups whilst waiting on this decision.

## **8. 50<sup>th</sup> Anniversary Gosforth Valley**

Members discussed various ways of celebrating the 50th anniversary of Gosforth Valley. Several options were discussed.

It was RESOLVED to refer this to the Parks Advisory Committee to discuss combining the Opening Event of the refurbished park and the Anniversary on a date to be confirmed.

## **9. Dronfield Gala**

The Projects and Communications Officer gave the following update on the 2023 Dronfield Gala:

- Hire of the following rides this year.
  - Trampolines
  - Wipeout
  - The Biggest Mega Slide
- Confirmed use of small marque for musical performances throughout the Gala.
- Permission granted from William Lee for the use of their Car Park
- Several stalls have already confirmed their attendance, letters to stall holders to be sent out last week in February.
- Performance Arena – four performance group will be invited to perform at the Gala this year these will be Sheffield Concert Band, Miniver Dance Academy, Dance Dronfield and Ladies Voices.

## **10. Date of Next Meeting**

It was RESOLVED to hold the next meeting on Wednesday 22<sup>nd</sup> March 2023 at 10:00 am.

The meeting closed at 11:01 am

## Dronfield Town Council – Risk Assessment (March 2023)

<b>FINANCIAL AND MANAGEMENT</b>				
Topic	Risk	H/M/L	Management/control of risk	Review/Assess/Revise
Precept	Adequacy of precept	L M/H	To determine the precept amount required, the Town Council regularly receives budget update information and the precept is an agenda item at full Council. At the Precept meeting Council receives a budget update report, including actual position and projected position to end the year and indicative figures or costings obtained by the Responsible Finance Officer.  With this information the Council maps out the required monies for standing costs and projects for the following year and applies specific figures to budget headings, the total of which is resolved to be the precept amount to be requested from the District Council. This figure is submitted by the RFO in writing to the District Council.  The precept is received in two equal payments. The RFO reports payments received to Council each month and would inform Council if the precept had not been received on the expected date (usually in April and October).  The Council has Financial Regulations which set out the requirements.	Existing procedure-adequate  <b>Committees to put forward their budget Requirements each Autumn to the Budget Advisory Committee. A rolling five year financial plan to be established to allow the Council to incorporate future plans / projects into its financial planning.</b>
Financial Records	Requirements not submitted to District Council  Amount not received by District Council  Inadequate records Financial irregularities	L  L  L L		Existing procedure adequate. Financial Regulations reviewed by Council annually Financial Regulations based on the NALC template. Interim changes can be considered during the year by Full Council.  <b>Clerk / RFO and Full Council</b>
<b>Standing Orders</b>	<b>Not adhering to policy and procedures as set out in the Standing Orders</b>	L	<b>The Clerk &amp; Council follow the model Standing Orders as set out by NALC, which have been revised accordingly and adopted by the Council. These are reviewed annually by the Clerk and Council, and adopted at the May Annual Town Council Meeting.</b>	
Bank and Banking	Inadequate checks Bank mistakes Loss Charges	L L L L	The Council has Financial Regulations which set out the requirements for banking, cheques/BACS payments and reconciliation of accounts.  The RFO reconciles the bank account statements regularly and deals with any queries immediately by informing the bank and awaiting their correction.	Existing procedure adequate.  Review the Financial Regulations annually and bank signatory list when necessary, especially after an election.



	<b>Security of Banks</b>	<b>M</b>	<p>The Council currently uses one bank which gives £85,000 of cover under the FSCS. Other bank account / investment opportunities need to be investigated.</p> <p>Restricted to use by the Clerk and RFO and to be used only in line with policy and procedure. All purchases made using the card to be reviewed at least quarterly by two councillors, with all records of use being added to the cashbook and invoice records, including all receipts. Balances to be repaid in full each month by Direct Debit. The facility for cash withdrawals to be blocked on the cards</p> <p>The Clerk / RFO ensures that appropriate provision is made in the budget for any requirements required annually, as well as completing affordability check calculations.</p>	Reconcile the bank statements monthly. <b>Clerk / RFO and Budget Advisory Committee</b>
<b>Charge Card / Credit Card</b>	<b>Incorrect Use</b>	<b>L</b>		<b>Clerk / RFO and Budget Advisory Committee</b>
<b>Borrowing</b>	<b>Ability to repay loans</b>	<b>L</b>		<b>Clerk / RFO and Full Council</b>
<b>Cash</b>	Loss through theft or dishonesty	<b>L</b>	The Council has Financial Regulations which set out the requirements. Cash received is banked regularly.	Existing procedure adequate. Review the Financial Regulations annually.
<b>Reporting and Auditing</b>	Information communication	<b>L</b>	A monitoring statement is produced regularly before each Council meeting with the agenda, discussed and approved at the meeting. This statement includes, bank reconciliation, and a breakdown of receipts and payments.	Existing communication procedures adequate.
	Compliance	<b>M</b>	Monitor performance of actual compared to budgets and investigate any discrepancies or unusual items.	Budget Advisory Committee to meet to review budget reports. Council receive the information at each meeting.
<b>Direct costs Overhead expenses Debts</b>	Goods not supplied but billed	<b>L</b>	The Council has Financial Regulations which set out the requirements.	Existing procedure adequate. Review the Financial Regulations when necessary.
	Incorrect invoicing	<b>L</b>	All invoices are authorised by two Councillors prior to payments being made.	
	Cheque payable incorrect	<b>L</b>	Two councillors are nominated to check each invoice against the BACS payment run and authorise the invoices prior to payment.	
	BACS Payments	<b>L</b>	The Council has minimal stocks, these are checked and monitored by the RFO.	
	Loss of stock	<b>L</b>	Unpaid invoices to the Council for room hire are pursued and where possible, payment is obtained in advance.	

	Unpaid invoices	L	All such expenditure goes through the required Council process of approval, minuted and listed accordingly if a payment is made using the general power of competence.	Existing procedure adequate.
Grants and support - payable	Power to pay Authorisation of Council to pay	L	One off grants would come with terms and conditions to be satisfied.	Procedure would need to be formed, if required.
Grants - receivable	Receipts of Grant	L	The leases the Civic Hall and an Industrial Unit - invoices payable for the rental amounts are entered into the normal payment system for authorisation.	Existing procedure adequate.
Charges – rentals payable	Payments of charges, leases, rentals	L	Football Pitches/Cricket Pitches/Bowling Greens/Room Hire etc - The Office staff issue booking forms for usage and an invoice. The Council copy is held in the Council records. The cheque or BACS payment is received and banked and Council is notified accordingly. The respective Clubs arrange their own insurance.	Existing procedure adequate. Review agreement and fees annually. <del>Ensure payment and copy of insurance document received.</del>
Charges – rentals receivable	Receipt of rental	L		
	Insurance implication	M		
Best value Accountability	Work awarded incorrectly	L	Normal Council practice would be to seek, if possible, at least three quotations for any substantial work required to be undertaken or goods. Contracts valued at £30,000 incl VAT or greater (wef 21/12/22) will comply with the Public Contract Regulations 2015 legislation. If a problem is encountered with a contract the Clerk or RFO would investigate the situation, check the quotation/tender, research the problem and report to Council.	Existing procedure adequate. Include when reviewing Financial Regulations and Standing Orders.
	Overspend on services	M		
Salaries and associated costs	Salary paid incorrectly	L	The Council authorises the appointment of key employees through a Personnel Committee. Salary rates are assessed annually by the same Committee and applied on 1 <sup>st</sup> April each year in accordance with NJC terms and conditions.	Existing appointment and payment system is adequate.
	Wrong hours paid	L	Salary analysis and slips are produced monthly by the provider, that payroll is outsourced to, together with a schedule of payments to the Inland Revenue (for Tax and NI). The Tax and NI is worked out using HMRC approved payroll software. All Tax and NI payments are submitted automatically by electronic transfer (RTI) monthly.	
	Wrong rate paid	L		
	False employee	L		
	Wrong deductions of NI or Tax	L		
	Unpaid Tax & NI	L		



	contributions to the Inland Revenue		All staff each submit a weekly time sheet containing hours and tasks. These are checked and initialled by the relevant Line Manager or the Clerk and submitted into the records. Each has a contract of employment and job description. All contracts of employment contain a section on overpayment and recoup.	
Employees	Loss of key personnel Fraud by staff Actions undertaken by staff Health & Safety	L M / H L L M L M	Reference to the Continuity Plan should be made in case of loss of key personnel. The requirements of the Fidelity Guarantee insurance to be adhered to with regards to Fraud. The Clerk, <b>Assistant Clerk &amp; RFO</b> should be provided with relevant training, reference books, access to assistance and legal advice required to undertake the role. The Maintenance staff should be provided with adequate direction, training and safety equipment needed to undertake the roles.	Existing procedure adequate.  Purchase revised books. Membership of the SLCC. Monitor working conditions, safety requirements and insurance regularly.
Councillor allowances	Councillors over-paid Income tax deduction	L	No allowances are allocated to Councillors. The Town Mayor receives a monthly allowance recommended by the Budget Committee.	No procedure required
Election costs	Risk of an election cost	L/M H	Risk is higher in an election year. There are no measures which can be adopted to minimise the risk of having a contested election as this is a democratic process and should not be stifled. An annual allocation is added an earmarked reserve for Election Costs.	<del>Existing procedure adequate</del> <b>Inadequate provision in budget for four yearly election and no provision for by-election costs.</b>
VAT	Re-claiming/charging	L	The Council has Financial Regulations which set out the requirements	Existing procedure adequate
Annual Return	Submit within time limits	L	The Annual Return is prepared by the RFO, <b>then subject to an Internal Audit</b> , then signed by the Council and submitted to the External Auditor within time limit <del>The completed Annual Return is then subject to an Internal Audit</del> and displayed on the Council website.	Existing procedures adequate
Legal Powers	Illegal activity or payments	L	All activity and payments within the powers of the Council to be resolved and minuted at Full Council Meetings, with minute references provided to the RFO.	Powers minuted when invoked
Minutes/Agendas/Notices Statutory Documents	Accuracy and legality	L	Minutes and agenda are produced in the required format by the Clerk and adhere to the legal requirements.	Existing procedure adequate. Guidance/training to Chair should be given (if required).



	Business conduct	L	Minutes are approved and signed at the next Council meeting. Minutes and agenda are displayed according to the statutory requirements. Business conducted at Council meetings should be managed by the Chairman.	Members to adhere to Code of Conduct.
Members interests	Conflict of interest	L	Although not a requirement, the declaring of interests by members at a meeting should be an obvious process to remind Councillors of their duty and should remain on the agenda.	Existing procedure adequate.
	Register of Members interests	M	Register of Members Interest forms should be reviewed regularly by Councillors.	Members take responsibility to update their Register.
Insurance	Adequacy	L	An annual review is undertaken (before the time of the policy renewal) of all insurance arrangements in place.	Existing procedure adequate.
	Cost	L	Employers and Employee liability insurance is a necessity and must be paid for.	Review insurance provision annually.
	Compliance Fidelity Guarantee	L M	Ensure compliance measures are in place. Ensure Fidelity checks are in place.	Review of compliance.
Data protection	Policy Provision	L	The Council are registered as Data Controllers with the Information Commissioners Office (ICO).  A privacy notice is displayed on the website to comply with General Data Protection Regulation (GDPR) regulations.	Ensure annual review of registration and compliance with Data Protection Act 2018 and the General Data Protection Regulations (GDPR).
Freedom of Information Act	Policy Provision	L M	The Council has a model publication scheme for Local Councils in place. There have been requests for information to date and the Clerk is aware that if a substantial request arrives then this may require many hours of additional work. The Council is able to request a fee if the work will take more than 15 hours but the applicant also has the right to re-submit the request broken down into sections, thus negating the payment of a fee. The Clerk is aware of the requirement in the Freedom of Information Act 2000 to provide the information within twenty working days following receipt.	Monitor and report any impacts of requests made under the Freedom of Information Act 2000.

**PHYSICAL EQUIPMENT OR AREAS**

Subject	Risk(s) Identified	H/M/L	Management/control of risk	Review/Assess/Revise
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Assets	Loss or Damage Risk/damage to third party(ies)/property	L L	An annual review of assets is undertaken by outside services for insurance provision, storage and maintenance provisions.	Existing procedure adequate.
Maintenance	Poor performance of assets or amenities	<del>L</del> <b>M/H*</b>	All assets owned by the Town Council are regularly reviewed and maintained. All repairs and relevant expenditure for these repairs are actioned/authorised in accordance with the correct procedures of the Town Council. <b>*Some assets are high risk as repairs could be costly.</b> All assets are insured and reviewed annually.	Existing procedure adequate. Ensure inspections carried out.
	Loss of income or performance Risk to third parties	L L	All public amenity land is inspected regularly by town council employees.	
Play Areas	Risk/Damage/Injury to third parties	L	The Town Council has 10 play areas which are inspected on a weekly basis by Outside Services and are subject to quarterly operational inspections and annual external independent inspections.	Existing procedures adequate. Ensure inspections are carried out.
Cemetery	Risk/Damage/Injury to third party	<del>L</del> <b>M</b>	The Town Council manages one Cemetery which is inspected and maintained by the Outside Services team. <b>(Memorial Testing has yet to be undertaken.)</b>	Existing procedures adequate. Ensure adequate staff training is carried out.
	Risk of wrong plot number being used	L	All paperwork and plot numbers to be double checked before plot is prepared and remains interred.	Ensure inspections are carried out.
Notice boards	Risk/damage/injury to third parties	L	The Town Council has notice boards sited around the town.	Existing procedure adequate.
	Road side safety	L	All locations have approval by relevant parties, insurance cover, inspected regularly by the Outside Services Staff - any repairs/maintenance requirements brought to the attention of the Council.	
Benches, Bus Shelters, Grit Bins, etc.	Risk/damage/injury to third parties	L	The Council is responsible for <del>some</del> <b>numerous</b> benches, bus shelters and grit bins around the town and are covered by insurance. No formalised programme of inspections is carried out, all reports of damage or faults are reported to Council and/or dealt with.	Existing procedure adequate.
Meeting location	Adequacy Health & Safety	L M	The Town Council Meetings are held in The Council Chamber at the Civic Hall or at Gosforth Lodge in Cliffe Park. The premises and the facilities are considered to be adequate for the Clerk, Councillors and Public who attend from Health and Safety and comfort aspects.	Existing locations adequate.



Council records – paper	Loss through: theft fire damage	L M L	The Council records are stored at the offices in the Civic Hall. Records include historical correspondence, minute books and copies, leases for land or property, records such as personnel, insurance, salaries etc. Recent materials are in a (metal filing cabinet (not fire proof) and older more historical records at the Derbyshire Records Office.	Damage (apart from fire) and theft is unlikely and so provision is deemed adequate. Deeds/leases and old minute books to be copied and deposited off-site. (County Archive)
Council records - electronic	Loss through: Theft, fire, damage corruption of computer	LM	The Council's electronic records are stored in the Cloud. Back-ups of the files are taken <del>three times a day</del> and a <del>copy is kept offsite</del> regularly by the Councils IT company.	Backups are now taken and stored in the cloud offsite.

### CIVIC HALL, GOSFORTH LODGE & PAVILIONS

Hazard	Risk(s) Identified	H/M/L	Management/control of risk	Review/Assess/Revise
Slips, Trips and Falls	Injuries to users from spillages and tripping hazards	M	Conditions of Letting – clear up spillages immediately and know where equipment is kept. No storage in corridors No trailing electrical leads/cables	Check Conditions of Letting and Users Risk Assessments
Working at height	Injuries, possibly serious, from falling from height	M	Appropriate equipment and ladders to be used at all times Employees to be made aware that they are responsible for stepladder safety. Employees know safety issues when working at height	Check and review Risk Assessments Ensure training is up to date.
Vehicle Movement	Injury caused by vehicle impact	L	Car parks clearly marked and well lit 5mph Speed limit in the unit car park. Reversing Policy has been adopted by Council.	Check markings, lighting and signage
Hazardous Substances	Skin problems, eye damage from direct contact with cleaning chemicals. Vapour may cause breathing difficulties	L	Use correct cleaning equipment and wear rubber gloves. Observe COSHH regulations and follow instructions on labels in accordance with manufacturer's recommendations. Cleaning products marked irritant be replaced with milder alternatives. Store cleaning products securely.	Ongoing training programme. Caretakers to check for dry, red or itchy skin on hands and seek medical advice if necessary.
Electrical, Gas and Mechanical Equipment	Risk of shocks, burns etc from faulty installations	L	Fixed installations correctly installed and inspected regularly by qualified electrician, gas engineer etc. All portable equipment to be PAT tested. Users to be made aware that they are responsible for any equipment used on site.	Annual inspections. User agreement to include PAT testing of user's equipment. Users to be made aware of fuse box and isolation switches.
Stored equipment and Manual Handling	Injury caused by collapsing stacks or by trying to lift objects that are too heavy or awkward.	L	Caretakers and Users know to stack chairs and tables carefully Caretakers to follow HSE manual handling guidance	Training of staff in correct procedures.

Fire	Fatal injuries from smoke inhalation and/or burns	M	Ensure fire exits are clearly marked and illuminated Ensure fire exits are kept clear at all times Test fire alarm weekly. Fire extinguishers maintained in accordance with manufacturer's recommendations. Instructions clearly visible. Staff and Users to know evacuation procedures and assembly points.	Ensure that Users and staff are made aware of issues. Check User's risk assessments.
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### OUTSIDE SERVICES

Hazard	Risk(s) Identified	H/M/L	Management/control of risk	Review/Assess/Revise
Slips, Trips and Falls	Injuries to users from spillages and tripping hazards	M	Clear up spillages immediately and know where equipment is kept. No storage in corridors No trailing electrical leads/cables	Check and review separate Risk Assessments.
Working at height	Injuries, possibly serious, from falling from height	M	Appropriate equipment and ladders to be used at all times Employees to be made aware that they are responsible for stepladder safety. Employees know safety issues when working at height	Check and review Risk Assessments Ensure training is up to date.
Vehicle Movement	Injury caused by vehicle impact	L	Car parks clearly marked and well lit 5mph Speed limit in the car parks. Reversing Policy has been adopted by Council.	Check markings, lighting and signage
Hazardous Substances	Skin problems, eye damage from direct contact with cleaning chemicals. Vapour may cause breathing difficulties	L	Use correct cleaning equipment and wear rubber gloves. Observe COSHH regulations and follow instructions on labels in accordance with manufacturer's recommendations. Cleaning products marked irritant be replaced with milder alternatives. Store cleaning products securely.	Ongoing training programme. Caretakers to check for dry, red or itchy skin on hands and seek medical advice if necessary.
Electrical, Gas and Mechanical Equipment in buildings.	Risk of shocks, burns etc from faulty installations	L	Fixed installations correctly installed and inspected regularly by qualified electrician, gas engineer etc. All portable equipment to be PAT tested. Users to be made aware that they are responsible for any equipment used on site	Annual inspections. User agreement to include PAT testing of user's equipment. Users to be made aware of fuse box and isolation switches.
Stored equipment and Manual Handling	Injury caused by collapsing stacks or by trying to lift objects that are too heavy or awkward.	L	Caretakers and Users know to stack chairs and tables carefully Caretakers to follow HSE manual handling guidance	Training of staff in correct procedures.



Fire	Fatal injuries from smoke inhalation and/or burns	M	Ensure fire exits are clearly marked and illuminated Ensure fire exits are kept clear at all times Test fire alarm weekly. Fire extinguishers maintained in accordance with manufacturer's recommendations. Instructions clearly visible. Staff and Users to know evacuation procedures and assembly points.	Ensure that Users and staff are made aware of issues. Check User's risk assessments.
Tools - Electrical and Mechanical Equipment	Injury caused by blades and other machine parts. Flying stones from trimmers etc.	M	Ensure that every job undertaken by Outside Services has a Risk Assessment and that all employees are provided with the correct Personal Protective Equipment and clothing.	Ensure that all jobs have an up to date Risk Assessment

### COVID-19 SPECIFIC RISKS

Topic	Risk	H/M/L	Management/control of risk	Review/Assess/Revise
Staff	Transmission of disease via direct contact	<b>H</b> <b>L/M</b>	Ensure staff are aware of government guidelines and advice. Appropriate PPE made available to staff. Ensure COVID-19 secure measures are implemented e.g. sanitiser gel etc. Ensure staff maintain safe distance and avoid physical contact. Ensure touchpoints are sanitised.	Continually monitor government guidance and assess any changes to measures put in place. Review effectiveness of existing controls and adjust where necessary.
Meetings	COVID outbreak amongst staff or staff reduction due to self-isolation	<b>L/M</b>	Constantly monitor situation and ensure quick action is taken to minimise risk to spreading disease. Ensure services are prioritised for delivery by available staff Consider using contractor or agency staff to carry out essential work	Continually monitor government guidance and assess any changes to measures put in place. Review effectiveness of existing controls and adjust where necessary.
Buildings / Community Venues	Transmission of disease via direct contact at meetings	<b>H</b> <b>L/M</b>	Hold meetings remotely until government advice changes Where remote meetings cannot be avoided limit people attending meeting to minimum required and minimise length of meeting. Ensure COVID-19 Secure guidelines are used (social distancing, masks, use of gel etc) Keep up-to-date and follow latest government guidance. Ensure buildings are COVID-19 Secure – Signage / Sanitiser Gel etc. Occupancy Limits in rooms reduced. Additional cleaning in place esp. on touch points. Users to meet government guidance.	Continually monitor government guidance and assess any changes to measures put in place. Review effectiveness of existing controls and adjust where necessary. Continually monitor government guidance and assess any changes to measures put in place. Review effectiveness of existing controls and adjust where necessary.
Community Impact	Residents and Visitors adversely affected by COVID-19	<b>H</b> <b>L/M</b>	Work with partners to ensure residents are aware of support networks.	Continually monitor government guidance and assess any changes to measures put in place.

Cemetery, Parks and open spaces	Residents and Visitors congregating in numbers in excess of government guidance. Use of play equipment and street furniture	M L	Support partners with signage and communication of government regulations and advice. Remain informed on latest government guidance and provide appropriate advice for potential users of sites	Review effectiveness of existing controls and adjust where necessary. Continually monitor government guidance and assess any changes to measures put in place. Review effectiveness of existing controls and adjust where necessary.
Events	Transmission of disease via direct contact	H L/M	Consider practicality of putting COVID-19 secure guidelines in place. Consider and follow current government guidance in place. Cancel events if they do not meet government guidance or where risk of safely holding the event is too great.	Continually monitor government guidance and assess any changes to measures put in place. Review effectiveness of existing controls and adjust where necessary.
Loss of Revenue	Loss of revenue due to cancelled bookings in community buildings and other income	M	Income and Expenditure monitored at monthly finance meetings and by Town Clerk / RFO Take steps to reduce any costs to offset loss of income where possible. Redeploy staff to other duties if necessary. Ensure opportunities for any external grant funding or government support are taken up.	Continually monitor government guidance and assess any changes to measures put in place. Review effectiveness of existing controls and adjust where necessary.



## Town Clerk's Report

### Council Meeting to be held on 6<sup>th</sup> March 2023

#### Items for Decision

**DCC** - Derbyshire County Council hereby gives notice that it proposes to make an Order under the Road Traffic Regulation Act 1984, to restrict waiting by vehicles (except those delivering or collecting goods or loading and unloading) and stopping on school entrance markings on the following lengths of road: Stonelow Road, Shireoaks Road, Holmesdale Road and School Lane. **Any comments must be submitted by 17<sup>th</sup> March 2023.**

**NEDDC** – North East Derbyshire District Council is updating its Statement of Community Involvement (SCI) and has published a draft SCI for consultation. The SCI sets out how and when you can influence planning policy documents covering North East Derbyshire and the ways in which you can comment on planning applications. NEDDC would welcome your views on the draft SCI. **These comments should be received by Wednesday 29th March 2023.**

**Speed Device** – Following the examination of the speed device the fire button is faulty and needs to be replaced before the unit can be calibrated. This will be at an additional cost of £150 + VAT. **A decision is required as to whether to approve this additional cost.**

#### Items for Information

**2023 Elections** – NEDDC are holding briefing sessions for prospective Candidates and their Election Agents on the following dates:

- Tuesday 7 March 2023
- Thursday 9 March 2023
- Wednesday 15 March 2023

All sessions will commence at 6pm at North East Derbyshire District Council, District Council Offices, 2013 Mill Lane, Wingerworth, Chesterfield S42 6NG. These sessions will cover arrangements for the Election, including nominations, postal voting, polling day and the verification and count. Nominations can be submitted from Monday 27 March 2023 and will close at 4pm on Tuesday 4 April 2023.

**NEDDC** – As part of the UK Shared Prosperity Fund (UKSPF), a Shop Front Enhancement Scheme will be launched by the District Council in April 2023, offering a fantastic opportunity for businesses and landlords to improve their street facing properties within the Town. The scheme will not only enhance the character, value and appeal of each individual property, but collectively will have a positive impact on the appearance of high streets throughout the District. Grants will be available from a minimum of £500 to a maximum of £10,000, a contribution of up to 75% of total project costs. More information is available from <https://www.ne-derbyshire.gov.uk/community/uk-shared-prosperity-fund/shopfront-enhancement-scheme>.

**Derbyshire Minerals Local Plan Update** - On the 15th February 2023 Derbyshire County Council approved its Draft Minerals Plan to progress to the next stage of the adoption process. In response to policy DM1 (protecting local amenity, health, wellbeing and safety) Derbyshire County Council have now included a 500m Separation Distance between any potential future fracking site and any other property. The addition of this “buffer zone” will make it more challenging for any fracking applications to succeed locally.



**DCC** – Temporary Road Closure - B6057 Chesterfield Road, Dronfield from 3rd April 2023 to 21st April 2023 between Chesterfield Road junction with Cemetery Road for a distance of 360 metres in a westerly direction to facilitate highway drainage repair works.

**DCC** – Temporary Road Closure - Scarsdale Road, Dronfield on 26th April 2023 between 19:00 to 21:30 between its junction with Scarsdale Cross for a distance of 25 metres in an easterly direction to facilitate manhole cover and frame renewal works.

### **Correspondence Received**

**20s Plenty** - Derbyshire County Council is carrying out two pilot 20mph zones in Buxton and Long Eaton. The consultation closes 13 April 2023. The 20s Plenty Campaign is urging Parish Councils across Derbyshire to write to the Council and request that that Derbyshire adopts county-wide limits and that as a minimum the Town Council area is also included in this pilot.

**NEDDC** - The Chair of North East Derbyshire District Council, Councillor Diana Ruff, would like to invite councillors to a Cheltenham After Party Race Night in aid of her charity, SSAFA – the Armed Forces Charity, on Friday 17th March 2023.

## Town Clerk

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**From:** Place Traffic Management (Place) <ETC.TrafficManagement@derbyshire.gov.uk>  
**Sent:** 21 February 2023 08:56  
**To:** Bridget Gould (Place)  
**Subject:** 2023 02 23 82006029 Dronfield, Unstone, Middle Handley and Hundall - Proposed Waiting Restrictions Order 2023  
**Attachments:** 2023 02 01 Hundall Consultation Drawing.pdf; 2023 02 01 Holmesdale Road Consultation Drawing.pdf; 2023 02 01 Church Street Consultation Drawing.pdf; 2023 02 01 Stonelaw Road Consultation Drawing.pdf; 2023 02 01 Crow Lane Consultation Drawing.pdf; 2023 02 01 School Lane Consultation Drawing.pdf; 2023 02 01 Middle Handley Consultation Drawing.pdf; 2023 02 23 Public Notice for Advert.pdf

You don't often get email from etc.trafficmanagement@derbyshire.gov.uk. [Learn why this is important](#)

Dear Sir / Madam / Councillor

**PROPOSED TRAFFIC REGULATION ORDER  
(CROW LANE, CHURCH STREET – UNSTONE, STONELOW ROAD, SHIREOAKS ROAD,  
HOLMESDALE ROAD, SCHOOL LANE – DRONFIELD, LIGHTWOOD LANE, WESTFIELD  
LANE - MIDDLE HANDLEY AND HUNDALL LANE, WINDMILL LANE - HUNDALL)  
(WAITING RESTRCITIONS) ORDER 2023**

You may recall back in December 2021, the authority writing to you regarding its proposal to introduce waiting restrictions in Unstone, Dronfield, Middle Handley and Hundall.

The restrictions are primarily aimed at keeping the free flow of traffic through the villages of Hundall and Middle Handle and providing no stopping orders and short sections of double yellow lines outside schools in Unstone and Dronfield. There have been a few minor amendments and additions to the original proposals which can now be viewed on the attached plans.

The County Council therefore proposes to make a new order under the Road Traffic Regulation Act 1984.

Enclosed is an explanatory public notice and plans showing the proposal.

Any objections or other representation that you may wish to make should be submitted in accordance with the final paragraph of the notice.

Should you have any queries with regards this proposal, or require any additional information please contact our Traffic and Safety Team.

Regards Bridget

Bridget Gould | Project Engineer |Traffic and Safety | Place | Derbyshire County Council | direct dial : 01629 538579

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**THE DERBYSHIRE COUNTY COUNCIL - ROAD TRAFFIC REGULATION ACT 1984**

**CROW LANE, CHURCH STREET – UNSTONE, STONELOW ROAD, SHIREOAKS ROAD, HOLMESDALE ROAD, SCHOOL LANE – DRONFIELD, LIGHTWOOD LANE, WESTFIELD LANE - MIDDLE HANDLEY AND HUNDALL LANE, WINDMILL LANE - HUNDALL) (WAITING RESTRICTIONS) ORDER 2023**

Derbyshire County Council hereby gives notice that it proposes to make an Order under the Road Traffic Regulation Act 1984, to restrict waiting by vehicles (except those delivering or collecting goods or loading and unloading) and stopping on school entrance markings on the following lengths of road:

**NO WAITING AT ANY TIME**

**Church Street – Unstone**

**South Side:** From its junction with Crow Lane in a westerly direction for a distance of 5 metres.

**Crow Lane - Unstone**

**North Side:** From its junction with the northern section of St. Johns Road in an easterly direction for a distance of 6 metres.

**St. Johns Road (Northern Section) - Unstone**

**North Side:** From its junction with Crow Lane in a westerly direction for a distance of 5 metres

**Stonelow Road – Dronfield**

**North Side:** From a point 20 metres west of its junction with The Avenue in a westerly direction for a distance of 14 metres.

**South Side:** From a point 7 metres east of its junction with Shireoaks to a point 38.5 metres west of its junction with Shireoaks Road.

From a point 74 metres east of its junction with Shireoaks Road in a westerly direction for a distance of 39 metres.

**Shireoaks Road – Dronfield**

**West Side:** From its junction with Stonelow Road in a southerly direction for a distance of 12 metres.

**East Side:** From its junction with Stonelow Road in a southerly direction for a distance of 11 metres.

**Westfield Lane – Middle Handley**

**South Side:** From a point 10 metres east of its junction with Lightwood Lane in a westerly direction for a distance of 32 metres.

**North side:** From a point 9 metres west of its junction with Lightwood Road to a point 25 metres east of its junction with Lightwood Lane.

**Lightwood Lane – Middle Handley**

**East Side:** From its junction with Westfield Lane in a northerly direction for a distance of 55 metres including central island.

**West Side:** From its junction with Westfield Lane in a northerly direction for a distance of 34 metres including central island.

**Hundall Lane – Hundall**

**North Side:** From its junction with Windmill Lane in a westerly direction for a distance of 15 metres

**South Side:** From its junction with Windmill Lane in a westerly direction for a distance of 3 metres

**Windmill Lane – Hundall**

**West Side:** From a point 4 metres south of its junction with Hundall Lane to a point 16 metres north of its junction with Hundall Lane.

From a point 30 metres north of its junction with Hundall Lane in a northerly direction for a distance of 15 metres.

**East Side**

From a point opposite its junction with Hundall Lane in a southerly direction for a distance of 5 metres.

**NO STOPPING ON SCHOOL ENTRANCE MARKINGS MONDAY – FRIDAY 8AM – 4PM**

**Crow Lane - Unstone**

**North Side:** From a point 6 metres east of the northern section of St. Johns Road in an easterly direction for a distance of 38 metres.

**Holmesdale Road – Dronfield**

**South Side:** From a point 47 metres east of its junction with Paddock Way in an easterly direction for a distance of 27 metres.

**School Lane – Dronfield**

**West Side:** From a point 3 metres north of its junction with Gledhill Close to a point 17 metres south of its junction with Gledhill Close.

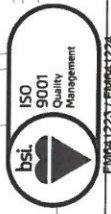
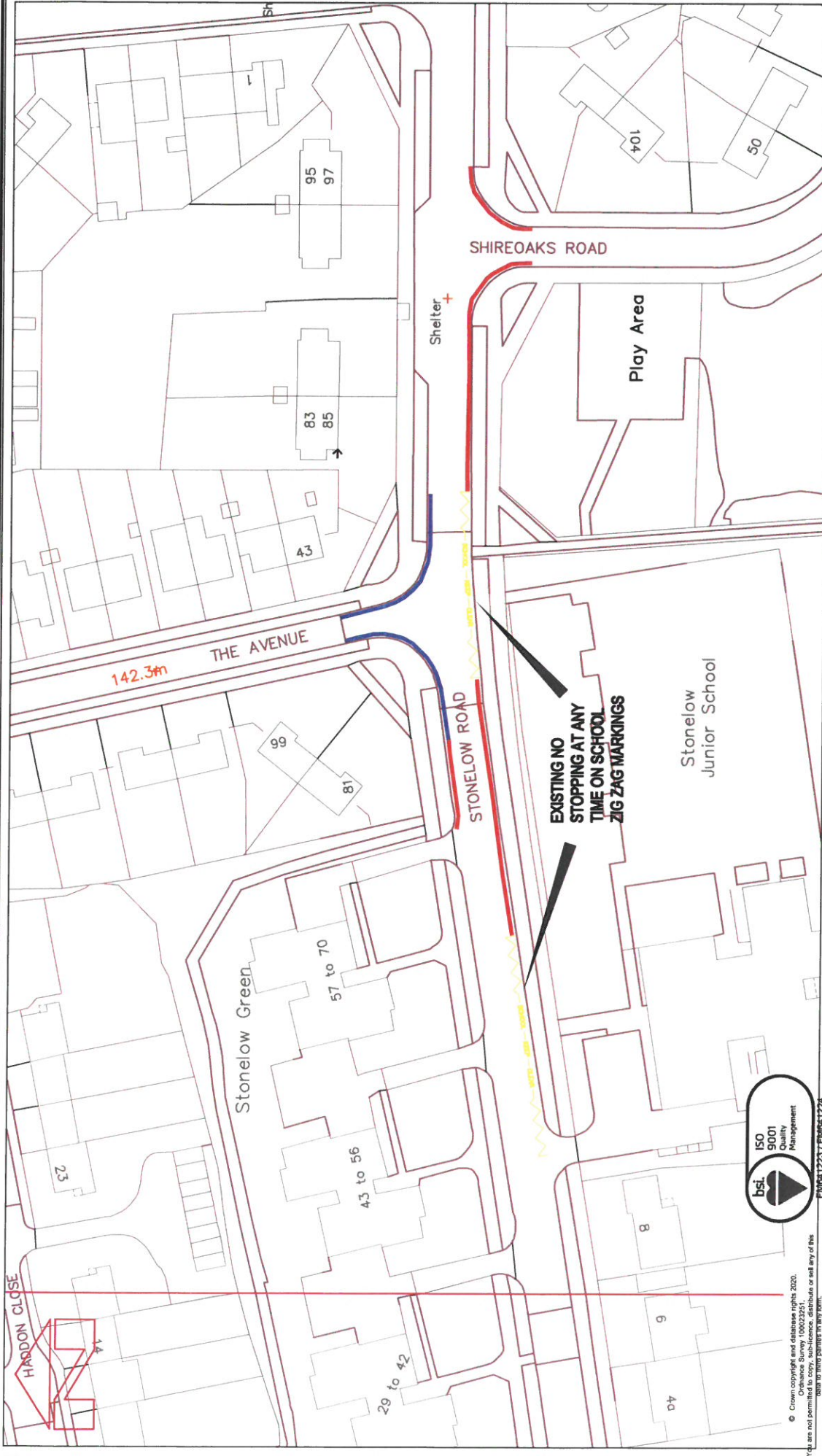
Any permanent Traffic Regulation Orders made prior to this Order, insofar as they relate to the lengths of road listed above, will be revoked. Exemptions will be made for vehicles used in connection with any building operation or demolition; removal of any obstruction to traffic; carrying out of statutory powers or duties taking in petrol etc, from any garage situated within the lengths of road; or as part of a funeral or wedding cortege. The usual exemptions for disabled persons' vehicles will also apply.

A copy of the Order and documents giving more detailed particulars of the Order are available for inspection at the County Councils principal offices known as County Hall on Smedley Street in Matlock between 9am and 5pm on each day from Monday to Friday and at Dronfield Library, Manor House, High Street, Dronfield, S18 1YP- Monday 9:30am – 7pm, Tuesday, Wednesday, Thursday, and Friday 9:30am – 5pm and Saturday 9:30am – 4pm. until Friday 17<sup>th</sup> March 2023. Or request a copy by emailing [highways.hub@derbyshire.gov.uk](mailto:highways.hub@derbyshire.gov.uk) until 6 weeks after the Order is made. All objections and other representations to the proposal must (a) be in writing (b) state the grounds on which it is made and (c) provide a name and address for contact purposes (d) be sent to the Executive Director – Place, Derbyshire County Council, County Hall, Matlock DE4 3AG (For Attention of Traffic and Safety Team quoting reference Z3335) or email [highways.hub@derbyshire.gov.uk](mailto:highways.hub@derbyshire.gov.uk) by Friday 17<sup>th</sup> March 2023.

Dated: 23<sup>rd</sup> February 2023

CHRIS HENNING EXECUTIVE DIRECTOR – PLACE, DERBYSHIRE COUNTY COUNCIL, COUNTY HALL, MATLOCK DE4 3AG





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**DERBYSHIRE**  
County Council

**Chris Henning**  
Executive Director  
PLACE

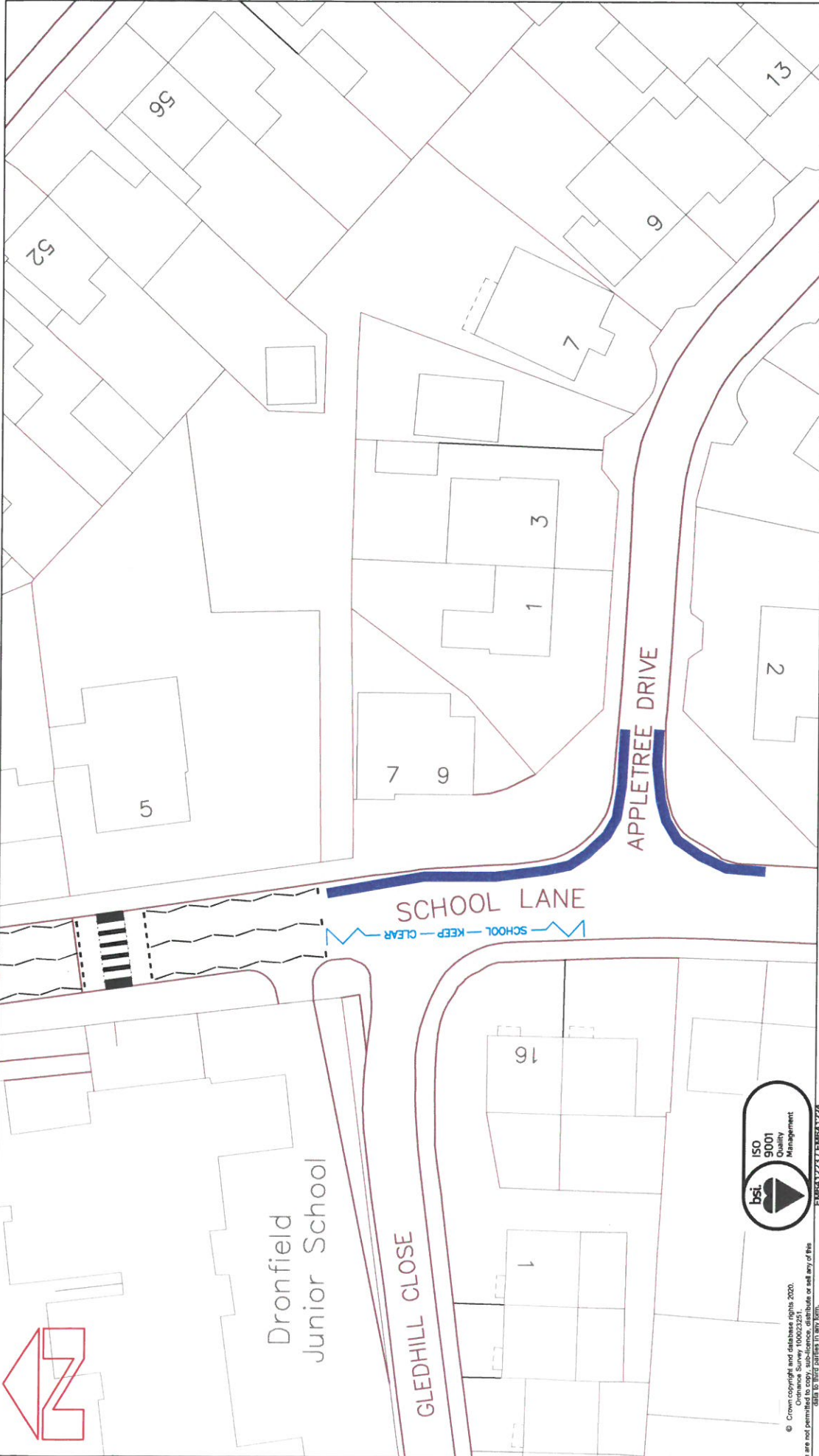
AMENDMENT DETAILS			
BY	CHKD/APVD	DATE	NO.

KEY	
	EXISTING NO WAITING AT ANY TIME (DOUBLE YELLOW LINES)
	PROPOSED NO WAITING AT ANY TIME (DOUBLE YELLOW LINES)

**PROJECT TITLE**  
STONELOW ROAD  
DRONFIELD  
PROPOSED WAITING RESTRICTIONS

**DRAWING TITLE**  
CONSULTATION  
DRAWING


DRAWN	CHECKED	APPROVED
B. GOULD	S. TRANTER	S. TRANTER
Date: OCT. 2021	Date: OCT. 2021	Date: OCT. 2021
Project / Confirm Reference No. HMT/BG/518/21		SCALE: N.T.S.
Drawing Number		
Contract Reference No.		



DRAWN <b>B.GOULD</b> Date <b>JAN.23</b>	CHECKED <b>S.TRANTER</b> Date <b>JAN.23</b>	APPROVED <b>S.TRANTER</b> Date <b>JAN.23</b>	Project / Confirm Reference No. <b>HMT/BG/64/23</b>	Drawing Number <b>HMT/BG/64/23</b>	SCALE <b>N.T.S.</b>

PROJECT TITLE <b>SCHOOL Lane DRONFIELD PROPOSED WAITING RESTRICTIONS</b>
DRAWING TITLE <b>CONSULTATION DRAWING</b>

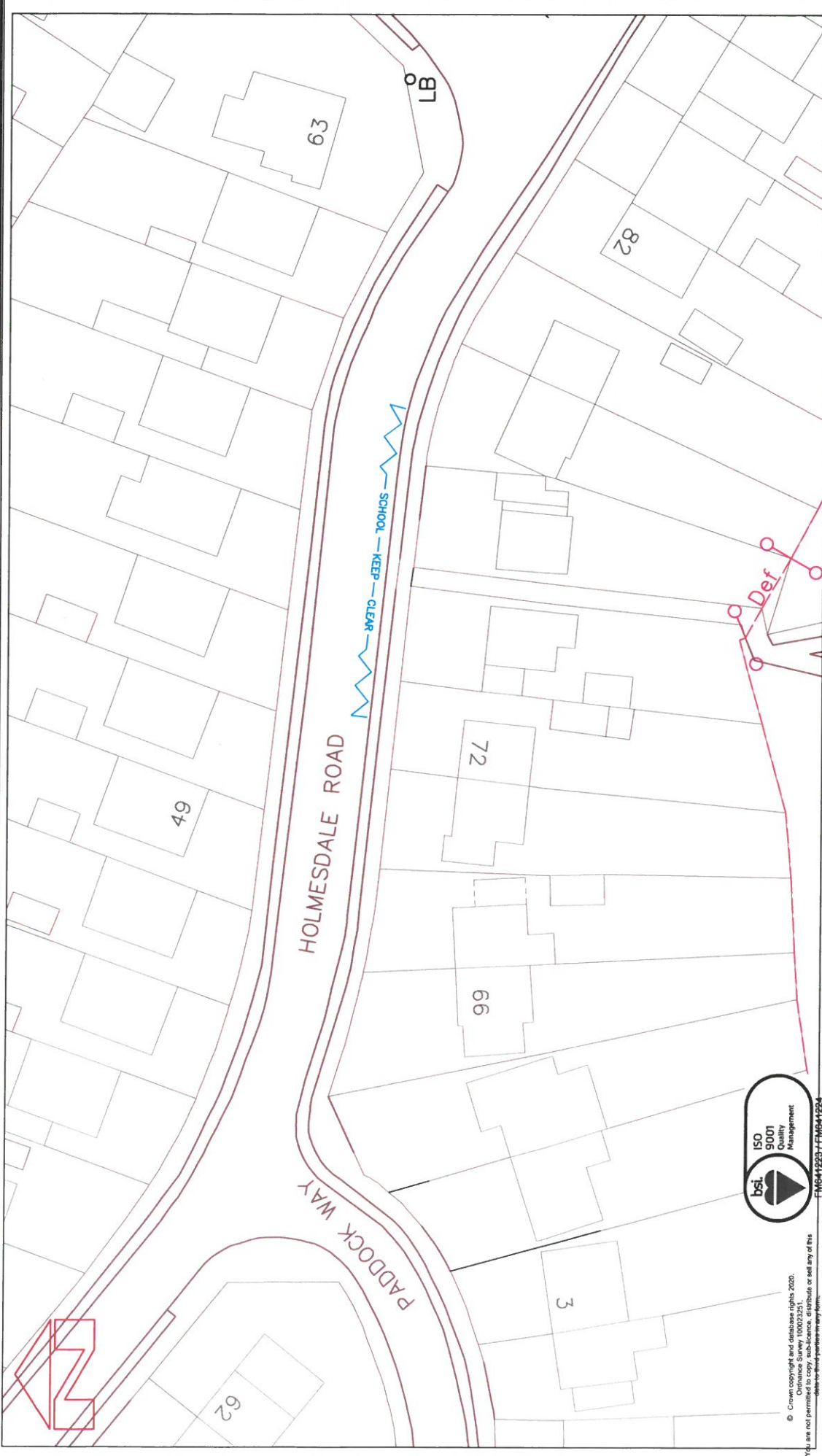
KEY <b>PROPOSED NO STOPPING ON SCHOOL ZIG ZAG MARKINGS - MON-FRI 8AM - 4PM</b>	BY	CHD	APD	DATE	NO.


**DERBYSHIRE**  
 County Council  
**Chris Henning**  
 Executive Director  
 PLACE

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**DERBYSHIRE**  
 County Council

**Chris Henning**  
 Executive Director  
 PLACE

AMENDMENT DETAILS			
BY	CHD/APVD		
DATE	NO.		

**KEY**

— PROPOSED NO STOPPING ON SCHOOL ZIG ZAG MARKINGS - MON-FRI 8AM - 4PM

**PROJECT TITLE**  
 HOLMESDALE ROAD  
 DRONFIELD  
 PROPOSED WAITING RESTRICTIONS

**DRAWING TITLE**  
 CONSULTATION  
 DRAWING

DRAWN	CHECKED	APPROVED
B. GOULD	S. TRANTER	S. TRANTER
Date MARCH.2022	Date MARCH.2022	Date MARCH.2022
Project / Confirm Reference No.		SCALE
Drawing Number HMT/BG/133/22		N.T.S.
CONTACT: 01332 353111 ext 519 (4)		

## Town Clerk

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**From:** Chapman, Lucinda <Lucinda.Chapman@ne-derbyshire.gov.uk> on behalf of Local Plan <local.plan@ne-derbyshire.gov.uk>  
**Sent:** 15 February 2023 10:23  
**Subject:** Consultation on Draft Statement of Community Involvement (SCI) 2023  
**Attachments:** Comments Procedure.pdf

Dear Sir / Madam

The Council is updating its Statement of Community Involvement (SCI) and has published a draft SCI for consultation. The SCI sets out how and when you can influence planning policy documents covering North East Derbyshire and the ways in which you can comment on planning applications.

We would welcome your views on the draft SCI. These comments should be received at our offices at Mill Lane, Wingerworth by **Wednesday 29<sup>th</sup> March 2023**.

During this public consultation period, the draft SCI is available to view on [our website](#), at the Council's offices at Mill Lane, Wingerworth and at local libraries during opening hours.

We would prefer to receive your comments electronically through our web based [Planning Policy Consultation Platform](#). We will also accept comments by email or letter, but if you do write to us in this way please clarify which part of the draft SCI your comment relates to and provide a brief summary of your comments, so that we can ensure that we identify the most relevant elements of your comments and we do not misunderstand your main points. Further details of where the draft SCI can be accessed and how to make comments are set out in the enclosed Comments Procedure.

Copies of all comments received will be made available for the public to view and cannot be treated as confidential. Personal data will however be processed and held in accordance with the General Protection Regulation (GDPR) 2018 and Data Protection Act 2018. The Council assumes that by making comments on the draft SCI, you opt-in to receiving further updates from us about future planning policy documents. If you no longer wish to receive updates, you can opt-out of receiving these by contacting the Council's Planning Policy and Environment Team.

Please do not hesitate to contact the Planning Policy and Environment Team at [local.plan@ne-derbyshire.gov.uk](mailto:local.plan@ne-derbyshire.gov.uk) or 01246 231111 if you have any queries about the consultation.

Yours faithfully

**Helen Fairfax**  
**Planning Policy and Environment Manager**



**North East  
Derbyshire**  
District Council



## Town Clerk

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**Subject:** FW: Collection of speed device

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**From:** Flower, Jonathan, 12853  
**Sent:** 17 February 2023 11:54  
**To:** Town Clerk <[townclerk@dronfield.gov.uk](mailto:townclerk@dronfield.gov.uk)>  
**Cc:** Matthews, Julian, 2846 <  
**Subject:** Fw: Collection of speed device

Hi Jo

Hope you are well,

Please see below

Many thanks

### PCSO 12853 Jonathan Flower

#### Dronfield SNT Police Community Support Officer

North East Section  
Derbyshire Constabulary  
Dronfield Police Station

Lea Rd

Dronfield

S18 1SD  
Tel: 101 (Internal 75 68168)

**Web:** <http://www.derbyshire.police.uk>

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**From:** Unipar Services  
**Sent:** 17 February 2023 11:52  
**To:** Flower, Jonathan, 12853  
**Cc:**  
**Subject:** Fwd: Collection of speed device

Hi Jonathan

SL71143 has been examined and the fire button is faulty and needs to be replaced before the unit can be calibrated.

The costs are:

£223.00 plus VAT calibration  
£131.00 plus VAT labour charge for the repair  
£ 19.00 plus VAT supply fire button

Carriage charges are £20.00 collection and £18.00 courier delivery.

## Town Clerk

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**Subject:** FW: [OFFICIAL (SENSITIVE)] Parish Elections 2023

**Importance:** High

Dear Parish Clerk

As you will be aware, the Parish Elections will be taking place on Thursday 4 May 2023 alongside the District Council Elections.

I would be grateful if you circulate the wording below to all current Parish Councillors and send to anyone who has expressed an interest in becoming a Parish Councillor.

**Please note:** Any existing Parish Councillor will need to submit a Nomination Paper to stand again for the next term of office.

We will be holding briefing sessions for prospective Candidates and their Election Agents on the following dates:

- Tuesday 7 March 2023
- Thursday 9 March 2023
- Wednesday 15 March 2023

All sessions will commence at 6pm at North East Derbyshire District Council, District Council Offices, 2013 Mill Lane. Wingerworth, Chesterfield S42 6NG

These sessions will cover arrangements for the Election, including nominations, postal voting, polling day and the verification and count.

We will be holding a post nomination briefing after the close of nominations which will cover more detailed arrangements for polling day and the verification and count. This will be held on Tuesday 11 April 2023 at 6pm at the District Council Offices.

If you wish to attend one of the above briefing sessions, I would be grateful if you could confirm which date you will be attending.

The Notice of Election will be published on Friday 24 March 2023 and nominations can be submitted from Monday 27 March 2023 and will close at 4pm on Tuesday 4 April 2023. We will be operating an appointment system for the submission of nominations papers.

More information on becoming a Candidate together with nomination forms can be found on the [Electoral Commission website](#) or if you require any further information please do not hesitate to contact me.

Regards  
Donna

Donna Jawad AEA (Cert.)  
Electoral Services Manager  
North East Derbyshire District Council

## Town Clerk

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**Subject:** FW: UKSPF Shopfront Enhancement Scheme  
**Attachments:** Business Support flyer\_p5.pdf

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**From:** Lee, Steve  
**Sent:** Wednesday, February 22, 2023 6:04 PM  
**To:** Town Clerk <townclerk@dronfield.gov.uk>  
**Cc:** Cllr.Foster, Mark <Mark.Foster@ne-derbyshire.gov.uk>  
**Subject:** UKSPF Shopfront Enhancement Scheme

Hi Joanne

Hope you're well.

As requested by Cllr Foster, please find below a synopsis of our shopfront enhancement scheme. We will also be producing a detailed flyer for this as soon as the design guide is published. Text from a forthcoming article:

We will soon be launching our Shop Front Enhancement Scheme, offering a fantastic opportunity for businesses and landlords to improve their street facing properties within the district of North East Derbyshire, especially those within our town centres and on our high streets. The scheme will not only enhance the character, value and appeal of each individual property, but collectively will have a positive impact on the appearance of our high streets.

The scheme will not only enhance the character, value and appeal of each individual property, but collectively will have a positive impact on the appearance of our high streets.

Aimed at making our town centres and high streets more attractive places to shop and visit, grants will be available from a minimum of £500 to a maximum of £10,000, a contribution of up to 75% of total project costs.

Our Design Guide is currently being produced and we aim to launch the scheme in early April 2023. Further details to follow, please keep checking this website for updates.

Our Design Guide, application form and further information will be available soon. Please contact [Economic.Development@ne-derbyshire.gov.uk](mailto:Economic.Development@ne-derbyshire.gov.uk) to register your interest.

The scheme **will** fund the following types of work:

- ✓ Reinstatement of historical shopfront
- ✓ Stonework repairs
- ✓ Installation of traditional and retractable shop blinds and canopies.
- ✓ Restoration/repair/repainting of acceptable or traditional shop fronts.
- ✓ Access improvements.
- ✓ Appropriate lighting.
- ✓ Energy efficiency Improvements.
- ✓ Permanent shop window displays and equipment that improve the shop front.
- ✓ Appropriate external art-work.
- ✓ External art – work, planters or seating.
- ✓ Removal of unsightly signage with new signage.

- ✓Security shutters.
- ✓Double glazing as part of wider shop front works.
- ✓Professional fees.

The scheme will **not** fund the following:

- ×Temporary window dressing (e.g. Christmas decorations)
- ×Routine repair work
- ×New roofing or repairs to chimneys and flashing.
- ×Installation of external and solid security shutters
- ×Works already started or completed
- ×Works to upper floors that are used for non-commercial reasons
- ×A-frames, CCTV equipment
- ×Costs associated with branding changes

We will publicise the launch of the fund, which will link to our webpage at <https://www.ne-derbyshire.gov.uk/community/uk-shared-prosperity-fund/shopfront-enhancement-scheme> .

Regards

Steve

**Steve Lee**

**Assistant Director – Regeneration and Programmes**

**North East Derbyshire District Council**

District Council Offices, 2013 Mill Lane, Wingerworth, Chesterfield S42 6NG



## Town Clerk

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**Subject:** FW: Derbyshire Minerals Local Plan update

**From:** Carolyn Renwick (Elected Members) <Carolyn.Renwick@derbyshire.gov.uk>

**Sent:** Friday, February 24, 2023 6:35 PM

**To:** Town Clerk <townclerk@dronfield.gov.uk>

**Subject:** Derbyshire Minerals Local Plan update

You don't often get email from [carolyn.renwick@derbyshire.gov.uk](mailto:carolyn.renwick@derbyshire.gov.uk). [Learn why this is important](#)

Dear Clerk

On the 15th February 2023 Derbyshire County Council approved its Draft Minerals Plan to progress to the next stage of the adoption process.

In response to policy DM1 (protecting local amenity, health, wellbeing and safety) we have now included a 500m Separation Distance between any potential future fracking site and any other property. The addition of this "buffer zone" will make it more challenging for any fracking applications to succeed locally. While the Government's moratorium (ban) is doing its job of stopping any further attempts to frack in the UK - this local policy gives local representatives powers to address any fracking application should it be necessary.

The addition of the 500m separation distance policy comes after hundreds of local residents in our area responded to last year's consultation.

The next stage is a further public consultation period of 8 weeks. Town councils, parish councils, community groups and residents are urged to take part in the consultation process. This will be available on the Have your say section on the Derbyshire County Council website. Drop in sessions will also take place.

Kind regards Carolyn

Cllr Carolyn Renwick  
Cabinet Member Infrastructure and Environment  
Member for Eckington, Killamarsh and Coal Aston Division

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Join thousands of local residents who receive regular county council news direct to their inbox. Go to our [website](#) and click on the Sign Up button.

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Think before you print! Save energy and paper. Do you really need to print this email?

Derbyshire County Council works to improve the lives of local people by delivering high quality services. You can find out more about us by visiting [www.derbyshire.gov.uk](http://www.derbyshire.gov.uk).

If you want to work for us go to our job pages on [www.derbyshire.gov.uk/jobs](http://www.derbyshire.gov.uk/jobs). You can register for e-mail alerts, download job packs and apply on-line.

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**DERBYSHIRE COUNTY COUNCIL**  
**TEMPORARY ROAD CLOSURE**  
**B6057 Chesterfield Road, Dronfield**

**WHEN:** 3rd April 2023 to 21st April 2023

**WHERE:** B6057 Chesterfield Road, Dronfield between its junction with Cemetery Road for a distance of 360 metres in a westerly direction.\_\_\_\_\_.

**REASON:** To facilitate highway drainage repair works.\_\_\_\_\_.

**ALTERNATIVE ROUTE:** B6057 Chesterfield Road (from point of closure) to Sheepbridge, A61 Unstone / Dronfield Bypass to Bowshaw Interchange, B6057 Sheffield Road / Chesterfield Road (to point of closure) and vice versa.

Access will be maintained, whenever reasonably possible, on the affected length of road. The road will re-open as soon as the work is finished. This may be earlier than advertised.

Derbyshire County Council apologises for any inconvenience caused while work takes place. Anyone needing further information should ring Call Derbyshire on 01629 533190.

The County Council intends to make/has made an Order under Section 14 of the Road Traffic Regulation Act 1984 (as amended) to prohibit its use by traffic.

Chris Henning, Executive Director - Place Department, County Hall, MATLOCK DE4 3AG

**DERBYSHIRE COUNTY COUNCIL**

**TEMPORARY ROAD CLOSURE**

**Scarsdale Road, Dronfield**

**WHEN:** 26th April 2023 to 26th April 2023 19:00 to 21:30

**WHERE:** Scarsdale Road, Dronfield between its junction with Scarsdale Cross for a distance of 25 metres in an easterly direction.\_\_\_\_\_.

**REASON:** To facilitate manhole cover and frame renewal works.\_\_\_\_\_.

**ALTERNATIVE ROUTE:** Scarsdale Road (from point of closure), School Lane, Lea Road, Hallowes Lane, Scarsdale Road (to point of closure) and vice versa.

Access will be maintained, whenever reasonably possible, on the affected length of road. The road will re-open as soon as the work is finished. This may be earlier than advertised.

Derbyshire County Council apologises for any inconvenience caused while work takes place. Anyone needing further information should ring Call Derbyshire on 01629 533190.

The County Council intends to make/has made an Order under Section 14 of the Road Traffic Regulation Act 1984 (as amended) to prohibit its use by traffic.

Chris Henning, Executive Director – Place Department, County Hall, MATLOCK DE4 3AG

## Town Clerk

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**Subject:** FW: 20s Plenty for Derbyshire

**From:** Charlotte Farrell  
**Sent:** Saturday, February 11, 2023 5:37 PM  
**To:** Town Clerk <townclerk@dronfield.gov.uk>  
**Subject:** 20s Plenty for Derbyshire

You don't often get email from [cnfarrell@hotmail.co.uk](mailto:cnfarrell@hotmail.co.uk). [Learn why this is important](#)

Dear Parish Council

We wanted to alert you to a current consultation Derbyshire County Council is carrying out on two pilot 20mph zones in Buxton and Long Eaton. The consultation closes 13 April 2023.

<https://www.derbyshire.gov.uk/council/have-your-say/consultation-search/consultation-details/greener-towns-20mph-zones.aspx#>:

The consultation acknowledges that

*“This lower speed limit could improve health and could encourage healthier and more sustainable modes of transport. A lower safer speed, with fewer accelerations and decelerations would improve air quality and reduce carbon emissions, and could encourage more people to walk or cycle for shorter journeys.”*

And that

*“We have also been asked by members of the public, parish, and district councils, national user and action groups to consider 20mph limits. And although we have done similar schemes before these have been in smaller areas. So we now want to try a 20mph speed limit pilot in Buxton and Long Eaton as these are both large enough towns to provide sufficient data so we can evaluate the pilot properly.”*

Although we are pleased that the Council are planning to go ahead with these pilots, two trial zones in two towns will do little to protect the vast majority of Derbyshire residents which is why we are pushing for 20mph Limits rather than zones, which can be introduced more easily and cheaply across the county.

Given the enormous body of evidence that already exists on the benefits of area-wide 20mph limits – to the extent that both Wales and Scotland are now introducing them as default speed limits for all built up areas – we think the County should be introducing them county-wide similar to Lancashire and Bath & North East Somerset.

We are therefore urging Parish Councils across Derbyshire to write to the Council and request that that Derbyshire adopts county-wide limits and as a minimum your Parish area is also included in this pilot. We advise you to write directly to the responsible officer via [james.powell@derbyshire.gov.uk](mailto:james.powell@derbyshire.gov.uk) rather than using the online questionnaire which is rather limited in its questions, though you are also welcome to do that in addition. Please reply before the deadline of 13 April.



Please note that the 2021 Derbyshire Conservative Manifesto stated that they would: *“Introduce speed reduction schemes and clean air zones in our towns and villages where local people support it.”*

We would also encourage your Parish Council to adopt the following motion in support of 20mph limits. This would act as clear evidence of local support and would mean your parish should be eligible for speed reduction. Around 43 Parish Councils across Derbyshire have already adopted this.

*“We agree to support 20’s Plenty for Derbyshire in its calls for 20mph as normal for settlements in Derbyshire in line with Government and globally agreed best practice of wide area signed 20mph limits.”*

Here is a useful video about how Parish Councils can go about getting 20mph limits:

[https://www.20splenty.org/parish\\_council\\_motion](https://www.20splenty.org/parish_council_motion)

Please note you can buy stickers and other campaign materials to support your campaign here

[https://www.20splenty.org/stickers\\_and\\_campaign\\_materials](https://www.20splenty.org/stickers_and_campaign_materials)

Please help make your parish area safer and quieter, and improve the quality of life for your residents by supporting 20mph limits in Derbyshire.

Thank you

Charlotte Farrell



## Town Clerk

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**From:** Chairsoffice <Chairsoffice@ne-derbyshire.gov.uk>  
**Sent:** 09 February 2023 10:05  
**Subject:** Chair's Charity Event - Cheltenham After Party Race Night in aid of SSAFA - the Armed Forces Charity  
**Attachments:** Chairs Race Night Poster.pdf

Dear Colleague

The Chair of North East Derbyshire District Council, Councillor Diana Ruff, would like to invite you to a Cheltenham After Party Race Night in aid of her charity, SSAFA – the Armed Forces Charity. Please find details attached and below including information on how to book your tickets.

### **Cheltenham After Party Race Night on Friday 17<sup>th</sup> March 2023**

Fancy a night at the races? Experience all the fun and excitement of horse racing, from the comfort of a Golf Club!

The event will be held at Shirland Golf & Country Club, Pit Lane, Shirland, DE55 6AU. Doors open from 7pm, with racing at 7:30pm.

Entry costs £15 per head, this includes a pie and pea supper (with tea and coffee). To book your tickets you can order through the Golf Club direct on 01773 483000 or through Joe Hayden (Chair's Office) on 01246 217155 or [chairsoffice@ne-derbyshire.gov.uk](mailto:chairsoffice@ne-derbyshire.gov.uk).

Please note it is **cash only** when placing bets.

Councillor Ruff looks forward to seeing you there!

Kind regards  
Joe

**Joanne Hayden**  
**Cabinet, Civic and Support Team Leader**  
**North East Derbyshire District Council**  
**2013 Mill Lane**  
**Wingerworth**  
**Chesterfield**  
**S42 6NG**  
**Tel: 01246 217155**  
**Email: [joe.hayden@ne-derbyshire.gov.uk](mailto:joe.hayden@ne-derbyshire.gov.uk)**

[BSL Interpretation Service](#)

Disclaimer

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## BANK ACCOUNT-NO 1

## List of Payments made between 01/01/2023 and 31/01/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
31/01/2023	Arden Winch & Co Ltd	120231	732.61		Janitorial Supplies
31/01/2023	Av Irrigation Ltd	120232	108.24		De-comm Irrigation System CA
31/01/2023	British Gas Trading Ltd	120233	2,437.04		Works 8Dec-7Jan23
31/01/2023	Broxap Limited	120234	372.00		2x Removeable Bollards
31/01/2023	Business Stream	120235	707.84		12Oct-11Jan23
31/01/2023	Cloudy IT Ltd	120236	421.92		IT Support
31/01/2023	Costco Wholesale	120237	85.39		HSBC Card: 20 Reams A4 Paper
31/01/2023	Derbyshire Association Of Loca	120238	20.00		Clerk Elections Training
31/01/2023	DCC Superannuation Fund	120239	6,022.81		DLGPS Dec22
31/01/2023	Dronfield Equipment Hire Ltd	120240	321.40		PPE - Gloves HiVis
31/01/2023	Alfred Dunham & Son Ltd	120241	21.60		2x Bags Tarmac
31/01/2023	ED Steel Ltd	120242	51.15		Various Ironmongery
31/01/2023	Frama Smart Mailing	120243	115.19		F/Machine Rental 3Feb-2May23
31/01/2023	Gamma Business Communications	120244	139.66		Fixed Charges Nov22
31/01/2023	Hags-Smp Ltd	120245	540.00		Playground Inspections x10
31/01/2023	HM LAND REGISTRY	120246	6.00		HSBC Card - Title Search
31/01/2023	HMRC TAX NI etc	120247	13,061.92		Paye & NI 15Dec22
31/01/2023	HSBC Bank Plc	120248	76.64		HSBCNet Charges Nov22
31/01/2023	IDMobile	120249	6.20		Mobile 07...723
31/01/2023	JEW Smith Groundcare	120250	942.50		3x Bowling Greens Dec22
31/01/2023	Lightwood Sports Groundcare Lt	120251	3,694.50		Hedge Cutting x6 Sites
31/01/2023	Metro (RS) Limited (previously	120252	1,349.20		Insurance recharge
31/01/2023	NEST Pensions	120253	1,098.27		December 22 Pensions
31/01/2023	O2 Direct Debit	120254	122.06		Mobile Charges
31/01/2023	OPUS - Civic Hall	120255	415.34		6Dec-5Jan23 Electric
31/01/2023	OPUS - Small Pavillion Stone	120256	86.10		6Dec-5Jan23 Electric
31/01/2023	OPUS - Main Pavillion Stonelow	120257	86.88		6Dec-5Jan23 Electric
31/01/2023	OPUS - Cliffe Park	120258	605.10		6Dec-5Jan23 Electric
31/01/2023	OPUS - Church Street	120259	12.11		6Dec-5Jan23 Electric
31/01/2023	OPUS - Coal Aston Pavilion	120260	17.18		6Dec-5Jan23 Electric
31/01/2023	OPUS - 42 Cemetery Road (Lodge	120261	81.75		24Nov-24Dec Electricity Cemete
31/01/2023	Cricket Shed, Stonelow	120262	145.96		6Dec-5Jan23 Electric
31/01/2023	Plusnet PLC	120263	28.87		Broadband & Line Rental Jan23
31/01/2023	Procheck Electrical Ltd	120264	1,609.84		Inst CCTV monitor
31/01/2023	FuelGenie	120265	351.52		Fuel Dec22
31/01/2023	Salaries for DTC	120266	22,070.86		Salaries Jan23
31/01/2023	The Society of Local Council C	120267	240.00		Job Advert Feb22
31/01/2023	Spitfire Network Services Ltd	120268	43.20		Alarm Line Rental
31/01/2023	TALKTALK DIRECTDEBIT	120269	34.50		Broadband Jan23
31/01/2023	The Tile Place	120270	59.88		White Tiles
31/01/2023	Water Plus	120271	491.92		Cliff Park Water
31/01/2023	Westfield Health Direct D	120272	49.92		Westfield Jan23
31/01/2023	Workwear Express Ltd	120273	94.46		4x Trousers



## BANK ACCOUNT-NO 1

## List of Payments made between 01/01/2023 and 31/01/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
31/01/2023	Cathedral Leasing Ltd	120232	468.00		5xSDU Civic Hall
31/01/2023	NEDDC Cemetery Lodge	120233	686.00		Reversal of July 22 entry
31/01/2023	NEDDC - CHURCH ST CAR PARK	120234	140.00		71257471 RATES CHURCH ST 22/23
31/01/2023	NEDDC - CIVIC HALL	120235	2,495.00		70644768 CIVIC HALL RATES 22/23
31/01/2023	NEDDC CLIFF PARK	120236	494.00		Rates Gosforth 10p missed
31/01/2023	NEDDC - COAL ASTON	120237	439.00		70425196 RATES COAL ASTON 22/23
31/01/2023	NEDDC - DRONFIELD	120238	150.00		70753129 RATES CARR LANE 22/23
31/01/2023	NEDDC - WORKS UNIT	120239	484.00		Reversal of July 22 rate entry
31/01/2023	Public Works Loan Board	120240	12,055.83		PWB Loans 481729/485231/486511
<b>Total Payments</b>			<b>76,391.36</b>		

## BANK ACCOUNT-NO 1

## Cash Received between 01/01/2023 and 31/01/2023

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
20/01/2023	NEDDC Grant		NEDDC Grant UKProspFund	150,000.00
03/01/2023	Sales Recpts Page 5358		Sales Recpts Page 5358	398.00
05/01/2023	Sales Recpts Page 5363		Sales Recpts Page 5363	322.90
10/01/2023	Sales Recpts Page 5364		Sales Recpts Page 5364	112.00
11/01/2023	Sales Recpts Page 5365		Sales Recpts Page 5365	257.80
13/01/2023	Sales Recpts Page 5366		Sales Recpts Page 5366	56.00
16/01/2023	Sales Recpts Page 5367		Sales Recpts Page 5367	423.40
17/01/2023	Sales Recpts Page 5368		Sales Recpts Page 5368	137.60
18/01/2023	Sales Recpts Page 5369		Sales Recpts Page 5369	358.80
19/01/2023	Sales Recpts Page 5370		Sales Recpts Page 5370	458.80
21/01/2023	Sales Recpts Page 5371		Sales Recpts Page 5371	322.90
23/01/2023	Sales Recpts Page 5372		Sales Recpts Page 5372	67.20
24/01/2023	Sales Recpts Page 5373		Sales Recpts Page 5373	1,191.10
25/01/2023	Sales Recpts Page 5375		Sales Recpts Page 5375	1,272.50
26/01/2023	Sales Recpts Page 5376		Sales Recpts Page 5376	393.80
30/01/2023	Sales Recpts Page 5377		Sales Recpts Page 5377	2,169.40
31/01/2023	Sales Recpts Page 5378		Sales Recpts Page 5378	180.00
29/01/2023	Sales Recpts Page 5379		Sales Recpts Page 5379	54.60
27/01/2023	Sales Recpts Page 5380		Sales Recpts Page 5380	200.00
20/01/2023	Sales Recpts Page 5381		Sales Recpts Page 5381	70.50
<b>Total Receipts</b>				<b>158,447.30</b>

**Bank Reconciliation Statement as at 31/01/2023  
for Cashbook 1 - BANK ACCOUNT-NO 1**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account HSBC	31/01/2023	307	868,873.42
			<u>868,873.42</u>
<b><u>Unpresented Cheques (Minus)</u></b>		<b><u>Amount</u></b>	
		0.00	
			<u>0.00</u>
			868,873.42
<b><u>Receipts not Banked/Cleared (Plus)</u></b>			
08/04/2022 183.00		183.00	
19/04/2022 allocate		64.00	
23/05/2022 burial		173.00	
13/06/2022 DTC6916		0.50	
07/07/2022 dtc6969		0.80	
03/08/2022 DTC6929/77		195.00	
			<u>616.30</u>
			869,489.72
		<b>Balance per Cash Book is :-</b>	<b>869,490.02</b>
		<b>Difference Excluding Adjustments is :-</b>	<b>-0.30</b>
<b><u>Adjustments to Reconciliation</u></b>			
26/07/2022 Waterplus Invoice 31.68 06493489		-0.30	
			<u>-0.30</u>
		<b>Unreconciled Difference is :-</b>	<b><u>0.00</u></b>



## Detailed Income &amp; Expenditure by Budget Heading 31/01/2023

Month No: 10

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>101 CIVIC HALL</b>								
1010 LETTING INCOME	2,903	16,492	25,000	8,508			66.0%	
1013 LETTING INCOME (Commercial)	0	105	0	(105)			0.0%	
1077 GRANTS RECEIVED	0	1,320	0	(1,320)			0.0%	
<b>CIVIC HALL :- Income</b>	<b>2,903</b>	<b>17,917</b>	<b>25,000</b>	<b>7,083</b>			<b>71.7%</b>	<b>0</b>
4001 STAFF COSTS	4,592	47,540	50,256	2,716		2,716	94.6%	
4011 RATES	0	24,950	24,950	0		0	100.0%	
4012 WATER	80	1,348	2,500	1,152		1,152	53.9%	
4014 ELECTRICITY	346	3,096	6,000	2,904		2,904	51.6%	
4015 GAS	1,302	2,696	5,000	2,304		2,304	53.9%	
4018 WASTE DISPOSAL	0	2,215	1,500	(715)		(715)	147.7%	
4020 MISCELLANEOUS EXPENSES	390	618	1,000	382		382	61.8%	
4025 INSURANCE	1,124	1,124	1,000	(124)		(124)	112.4%	
4036 PROPERTY MAINTENANCE	400	7,184	4,000	(3,184)		(3,184)	179.6%	
4038 MAINTENANCE CTRCTS	147	1,856	2,000	144		144	92.8%	
4040 EQUIPMENT REPLACEMENT	0	61	1,000	939		939	6.1%	
4042 EQUIPMENT MAINTCE	0	1,345	1,000	(345)		(345)	134.5%	
4061 EXTERNAL CONTRACTOR FEES	0	512	1,500	988		988	34.1%	
4062 LICENCES (PREMISES)	0	0	155	155		155	0.0%	
4100 RENT - CIVIC HALL	0	134,642	179,522	44,881		44,881	75.0%	
<b>CIVIC HALL :- Indirect Expenditure</b>	<b>8,382</b>	<b>229,187</b>	<b>281,383</b>	<b>52,196</b>	<b>0</b>	<b>52,196</b>	<b>81.5%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(5,478)</b>	<b>(211,270)</b>	<b>(256,383)</b>	<b>(45,113)</b>				
<b>102 PARKS &amp; OPEN SPACES</b>								
1001 RENT RECEIVED	0	0	90	90			0.0%	
1003 MEMORIAL FEES	0	1,464	0	(1,464)			0.0%	
1010 LETTING INCOME	(40)	120	0	(120)			0.0%	
1013 LETTING INCOME (Commercial)	40	160	0	(160)			0.0%	
1077 GRANTS RECEIVED	150,000	150,000	495	(149,505)			30303.0	
1080 MISC INCOME	0	227	0	(227)			0.0%	
<b>PARKS &amp; OPEN SPACES :- Income</b>	<b>150,000</b>	<b>151,971</b>	<b>585</b>	<b>(151,386)</b>			<b>25978.0</b>	<b>0</b>
4011 RATES	0	1,397	1,397	(0)		(0)	100.0%	
4013 RENT	0	(40)	0	40		40	0.0%	
4019 LITTER & DOG BIN EMPTYING	(46)	2,377	2,200	(177)		(177)	108.1%	
4034 ENVIRONMENTAL IMPROVEMENTS	0	10,713	3,000	(7,713)		(7,713)	357.1%	
4036 PROPERTY MAINTENANCE	310	575	0	(575)		(575)	0.0%	
4037 GROUNDS MAINTENANCE	3,079	25,388	24,830	(558)		(558)	102.2%	
4046 TREE WORKS MAINTENANCE	0	19,110	5,000	(14,110)		(14,110)	382.2%	
4048 BENCHES - RELACE/MAINT	0	2,552	1,500	(1,052)		(1,052)	170.1%	

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4049 ENVIRONMENTAL DTC	0	2,400	10,000	7,600		7,600	24.0%	
4050 ENVIRONMENTAL GRANTS	0	0	2,500	2,500		2,500	0.0%	
4077 PLANTS & HANGING BASKETS	0	3,973	5,000	1,028		1,028	79.5%	
4078 BOWLING GREEN MAINTENANCE	1,033	8,573	13,000	4,427		4,427	65.9%	
<b>PARKS &amp; OPEN SPACES :- Indirect Expenditure</b>	<b>4,376</b>	<b>77,018</b>	<b>68,427</b>	<b>(8,591)</b>	<b>0</b>	<b>(8,591)</b>	<b>112.6%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>145,624</b>	<b>74,953</b>	<b>(67,842)</b>	<b>(142,795)</b>				
<b>103 ALLOTMENTS</b>								
1001 RENT RECEIVED	0	425	405	(20)			104.9%	
<b>ALLOTMENTS :- Income</b>	<b>0</b>	<b>425</b>	<b>405</b>	<b>(20)</b>			<b>104.9%</b>	<b>0</b>
<b>Net Income</b>	<b>0</b>	<b>425</b>	<b>405</b>	<b>(20)</b>				
<b>104 PLAY AREAS</b>								
4038 MAINTENANCE CTRCTS	450	1,300	0	(1,300)		(1,300)	0.0%	
4039 PARKS REFURBISHMENT	0	19,464	0	(19,464)		(19,464)	0.0%	
4042 EQUIPMENT MAINTCE	0	21,285	5,000	(16,285)		(16,285)	425.7%	
<b>PLAY AREAS :- Indirect Expenditure</b>	<b>450</b>	<b>42,048</b>	<b>5,000</b>	<b>(37,048)</b>	<b>0</b>	<b>(37,048)</b>	<b>841.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(450)</b>	<b>(42,048)</b>	<b>(5,000)</b>	<b>37,048</b>				
<b>105 GOSFORTH LODGE</b>								
1001 RENT RECEIVED	0	400	0	(400)			0.0%	
1010 LETTING INCOME	1,515	8,425	12,000	3,575			70.2%	
<b>GOSFORTH LODGE :- Income</b>	<b>1,515</b>	<b>8,825</b>	<b>12,000</b>	<b>3,175</b>			<b>73.5%</b>	<b>0</b>
4001 STAFF COSTS	0	0	26,549	26,549		26,549	0.0%	
4011 RATES	0	4,940	4,940	(0)		(0)	100.0%	
4015 GAS	633	2,676	2,800	124		124	95.6%	
4020 MISCELLANEOUS EXPENSES	0	682	1,200	518		518	56.8%	
4021 TELEPHONE COSTS	31	308	400	92		92	76.9%	
4036 PROPERTY MAINTENANCE	301	14,169	4,000	(10,169)		(10,169)	354.2%	
4038 MAINTENANCE CTRCTS	0	385	1,000	615		615	38.5%	
4040 EQUIPMENT REPLACEMENT	0	160	0	(160)		(160)	0.0%	
4042 EQUIPMENT MAINTCE	0	0	900	900		900	0.0%	
<b>GOSFORTH LODGE :- Indirect Expenditure</b>	<b>966</b>	<b>23,319</b>	<b>41,789</b>	<b>18,470</b>	<b>0</b>	<b>18,470</b>	<b>55.8%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>549</b>	<b>(14,494)</b>	<b>(29,789)</b>	<b>(15,295)</b>				

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<b>106 CLIFFE PARK</b>								
1001 RENT RECEIVED	0	95	95	0			100.0%	
1010 LETTING INCOME	0	(64)	0	64			0.0%	
1020 PITCH FEES	3,803	21,687	28,500	6,813			76.1%	
CLIFFE PARK :- Income	<b>3,803</b>	<b>21,718</b>	<b>28,595</b>	<b>6,877</b>			<b>76.0%</b>	<b>0</b>
4001 STAFF COSTS	0	0	29,549	29,549		29,549	0.0%	
4012 WATER	972	3,183	2,300	(883)		(883)	138.4%	
4014 ELECTRICITY	504	5,155	6,500	1,345		1,345	79.3%	
4018 WASTE DISPOSAL	0	3,285	3,500	215		215	93.8%	
4020 MISCELLANEOUS EXPENSES	0	5	0	(5)		(5)	0.0%	
4036 PROPERTY MAINTENANCE	50	8,619	2,000	(6,619)		(6,619)	431.0%	
4037 GROUNDS MAINTENANCE	0	2,074	3,000	926		926	69.1%	
4038 MAINTENANCE CTRCTS	131	131	0	(131)		(131)	0.0%	
CLIFFE PARK :- Indirect Expenditure	<b>1,657</b>	<b>22,452</b>	<b>46,849</b>	<b>24,397</b>	<b>0</b>	<b>24,397</b>	<b>47.9%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>2,146</b>	<b>(734)</b>	<b>(18,254)</b>	<b>(17,520)</b>				
<b>107 CLIFFE PARK CAFE</b>								
1010 LETTING INCOME	80	80	0	(80)			0.0%	
1015 CAFE RENTAL INCOME	800	7,246	9,000	1,755			80.5%	
1016 CAFE SERVICE CHARGE	0	2,000	2,000	0			100.0%	
CLIFFE PARK CAFE :- Income	<b>880</b>	<b>9,326</b>	<b>11,000</b>	<b>1,674</b>			<b>84.8%</b>	<b>0</b>
4042 EQUIPMENT MAINTCE	0	99	0	(99)		(99)	0.0%	
CLIFFE PARK CAFE :- Indirect Expenditure	<b>0</b>	<b>99</b>	<b>0</b>	<b>(99)</b>	<b>0</b>	<b>(99)</b>		<b>0</b>
<b>Net Income over Expenditure</b>	<b>880</b>	<b>9,227</b>	<b>11,000</b>	<b>1,773</b>				
<b>109 COAL ASTON</b>								
1001 RENT RECEIVED	0	95	95	0			100.0%	
1020 PITCH FEES	0	1,302	750	(552)			173.6%	
COAL ASTON :- Income	<b>0</b>	<b>1,397</b>	<b>845</b>	<b>(552)</b>			<b>165.3%</b>	<b>0</b>
4011 RATES	0	4,391	4,391	(0)		(0)	100.0%	
4012 WATER	4	436	600	164		164	72.7%	
4014 ELECTRICITY	16	249	600	351		351	41.6%	
4015 GAS	0	218	1,600	1,382		1,382	13.7%	
4036 PROPERTY MAINTENANCE	0	2,757	1,500	(1,257)		(1,257)	183.8%	
4037 GROUNDS MAINTENANCE	0	300	1,000	700		700	30.0%	
4038 MAINTENANCE CTRCTS	121	209	500	291		291	41.8%	
4042 EQUIPMENT MAINTCE	0	0	500	500		500	0.0%	
COAL ASTON :- Indirect Expenditure	<b>142</b>	<b>8,561</b>	<b>10,691</b>	<b>2,130</b>	<b>0</b>	<b>2,130</b>	<b>80.1%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(142)</b>	<b>(7,164)</b>	<b>(9,846)</b>	<b>(2,682)</b>				



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<b>110 STONELOW REC</b>								
1001 RENT RECEIVED	0	45	45	0			100.0%	
1020 PITCH FEES	0	945	2,400	1,455			39.4%	
STONELOW REC :- Income	<b>0</b>	<b>990</b>	<b>2,445</b>	<b>1,455</b>			<b>40.5%</b>	<b>0</b>
4012 WATER	102	1,656	1,500	(156)		(156)	110.4%	
4014 ELECTRICITY	304	3,852	2,000	(1,852)		(1,852)	192.6%	
4015 GAS	103	1,378	1,200	(178)		(178)	114.8%	
4020 MISCELLANEOUS EXPENSES	0	975	0	(975)		(975)	0.0%	
4036 PROPERTY MAINTENANCE	0	2,015	500	(1,515)		(1,515)	402.9%	
4037 GROUNDS MAINTENANCE	0	0	1,000	1,000		1,000	0.0%	
4038 MAINTENANCE CTRCTS	121	121	600	479		479	20.1%	
4042 EQUIPMENT MAINTCE	0	0	750	750		750	0.0%	
STONELOW REC :- Indirect Expenditure	<b>630</b>	<b>9,996</b>	<b>7,550</b>	<b>(2,446)</b>	<b>0</b>	<b>(2,446)</b>	<b>132.4%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(630)</b>	<b>(9,006)</b>	<b>(5,105)</b>	<b>3,901</b>				
<b>111 DRONFIELD WOODHOUSE REC</b>								
1001 RENT RECEIVED	0	95	400	305			23.8%	
1010 LETTING INCOME	0	80	0	(80)			0.0%	
1020 PITCH FEES	0	2,593	2,500	(93)			103.7%	
DRONFIELD WOODHOUSE REC :- Income	<b>0</b>	<b>2,768</b>	<b>2,900</b>	<b>132</b>			<b>95.5%</b>	<b>0</b>
4011 RATES	0	1,497	1,497	0		0	100.0%	
4036 PROPERTY MAINTENANCE	0	2,060	0	(2,060)		(2,060)	0.0%	
4037 GROUNDS MAINTENANCE	0	1,800	0	(1,800)		(1,800)	0.0%	
DRONFIELD WOODHOUSE REC :- Indirect Expenditure	<b>0</b>	<b>5,357</b>	<b>1,497</b>	<b>(3,860)</b>	<b>0</b>	<b>(3,860)</b>	<b>357.9%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>0</b>	<b>(2,589)</b>	<b>1,403</b>	<b>3,992</b>				
<b>116 ROAD SAFETY</b>								
1077 GRANTS RECEIVED	0	3,800	0	(3,800)			0.0%	
ROAD SAFETY :- Income	<b>0</b>	<b>3,800</b>	<b>0</b>	<b>(3,800)</b>				<b>0</b>
<b>Net Income</b>	<b>0</b>	<b>3,800</b>	<b>0</b>	<b>(3,800)</b>				
<b>118 HIGHWAYS &amp; ST FURNITURE</b>								
4035 BUS SHELTER MAINTENANCE	0	5,058	5,000	(58)		(58)	101.2%	
4045 NOTICEBOARDS & SIGNS	0	2,294	1,500	(794)		(794)	152.9%	
HIGHWAYS & ST FURNITURE :- Indirect Expenditure	<b>0</b>	<b>7,351</b>	<b>6,500</b>	<b>(851)</b>	<b>0</b>	<b>(851)</b>	<b>113.1%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(7,351)</b>	<b>(6,500)</b>	<b>851</b>				

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<b>119 CEMETERY</b>								
1002 GRANT OF RIGHTS FEES	114	3,956	12,000	8,044			33.0%	
1003 MEMORIAL FEES	550	4,354	5,000	646			87.1%	
1004 INTERMENT FEES	1,500	24,895	20,000	(4,895)			124.5%	
1005 CHAPEL FEES	107	627	400	(227)			156.8%	
1011 LODGE - RENT RECEIVED	0	9,575	9,900	326			96.7%	
1012 LODGE - WATER RECEIVED	0	70	600	530			11.7%	
1073 UNSTONE - CONTRIBUTION	0	0	4,000	4,000			0.0%	
<b>CEMETERY :- Income</b>	<b>2,271</b>	<b>43,477</b>	<b>51,900</b>	<b>8,424</b>			<b>83.8%</b>	<b>0</b>
4001 STAFF COSTS	4,538	48,305	70,601	22,296		22,296	68.4%	
4005 GRAVEDIGGING	0	2,027	4,500	2,473		2,473	45.0%	
4011 RATES	0	6,952	6,861	(91)		(91)	101.3%	
4012 WATER	28	298	850	552		552	35.1%	
4014 ELECTRICITY	78	678	1,500	822		822	45.2%	
4015 GAS	0	(302)	0	302		302	0.0%	
4018 WASTE DISPOSAL	0	2,226	2,000	(226)		(226)	111.3%	
4024 SUBSCRIPTIONS	0	95	100	5		5	95.0%	
4036 PROPERTY MAINTENANCE	0	1,943	2,000	57		57	97.2%	
4037 GROUNDS MAINTENANCE	0	15,983	1,000	(14,983)		(14,983)	1598.3%	
4059 LETTING AGENT FEES	0	840	800	(40)		(40)	105.0%	
<b>CEMETERY :- Indirect Expenditure</b>	<b>4,644</b>	<b>79,045</b>	<b>90,212</b>	<b>11,167</b>	<b>0</b>	<b>11,167</b>	<b>87.6%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(2,373)</b>	<b>(35,569)</b>	<b>(38,312)</b>	<b>(2,743)</b>				
<b>121 CORPORATE MANAGEMENT</b>								
1076 PRECEPT	0	834,850	854,850	20,000			97.7%	
1091 INTEREST RECEIVED HSBC BOND	78	112	0	(112)			0.0%	
1092 INTEREST RECEIVED CCLA FUND	566	2,242	0	(2,242)			0.0%	
<b>CORPORATE MANAGEMENT :- Income</b>	<b>644</b>	<b>837,204</b>	<b>854,850</b>	<b>17,646</b>			<b>97.9%</b>	<b>0</b>
4057 AUDIT FEES	0	400	2,400	2,000		2,000	16.7%	
<b>CORPORATE MANAGEMENT :- Indirect Expenditure</b>	<b>0</b>	<b>400</b>	<b>2,400</b>	<b>2,000</b>	<b>0</b>	<b>2,000</b>	<b>16.7%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>644</b>	<b>836,804</b>	<b>852,450</b>	<b>15,646</b>				
<b>122 DEM REPRESENTATION &amp; MGT</b>								
1077 GRANTS RECEIVED	0	604	0	(604)			0.0%	
1080 MISC INCOME	0	670	600	(70)			111.7%	
<b>DEM REPRESENTATION &amp; MGT :- Income</b>	<b>0</b>	<b>1,274</b>	<b>600</b>	<b>(674)</b>			<b>212.3%</b>	<b>0</b>
4008 TRAINING	0	0	500	500		500	0.0%	

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4027 TWINNING COSTS	0	889	1,000	111		111	88.9%	
4037 GROUNDS MAINTENANCE	0	133	0	(133)		(133)	0.0%	
4201 MAYOR'S ALLOWANCE	250	2,500	3,000	500		500	83.3%	
4202 MAYORS EXPENSES	0	0	1,000	1,000		1,000	0.0%	
4203 LOCAL EVENTS SPONSORSHIP	0	5	1,000	995		995	0.5%	
4205 COMMUNICATIONS	0	0	8,500	8,500		8,500	0.0%	
4211 CIVIC REGALIA	0	126	500	374		374	25.1%	
4221 CHRISTMAS EVENT COSTS	0	4,172	5,000	828		828	83.4%	
4231 REMEMBRANCE SERVICE	0	480	1,000	520		520	48.0%	
4232 CIVIC SERVICE	0	67	100	33		33	66.8%	
4233 DRONFIELD GALA	0	4,448	5,000	552		552	89.0%	
4235 ROAD SAFETY	0	150	500	350		350	30.0%	
4238 QUEENS JUBILEE	0	692	0	(692)		(692)	0.0%	
4714 CHURCH & CIVIC CLOCK	0	657	1,000	343		343	65.7%	
<b>DEM REPRESENTATION &amp; MGT :- Indirect Expenditure</b>	<b>250</b>	<b>14,319</b>	<b>28,100</b>	<b>13,781</b>	<b>0</b>	<b>13,781</b>	<b>51.0%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(250)</b>	<b>(13,045)</b>	<b>(27,500)</b>	<b>(14,455)</b>				
<b>123 GRANTS</b>								
4701 CRICKET CLUB GRANT	0	2,000	2,000	0		0	100.0%	
4702 TWINNING GRANT	0	1,000	0	(1,000)		(1,000)	0.0%	
4711 GRANT AWARDS	0	0	3,000	3,000		3,000	0.0%	
4713 COMMUNITY BUS	0	0	2,000	2,000		2,000	0.0%	
<b>GRANTS :- Indirect Expenditure</b>	<b>0</b>	<b>3,000</b>	<b>7,000</b>	<b>4,000</b>	<b>0</b>	<b>4,000</b>	<b>42.9%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(3,000)</b>	<b>(7,000)</b>	<b>(4,000)</b>				
<b>125 CAPITAL PROGRAMME</b>								
4054 LOAN INTEREST PWLB	1,729	4,350	8,000	3,650		3,650	54.4%	
4055 LOAN CAPITAL REPAYED	10,327	23,154	26,000	2,846		2,846	89.1%	
<b>CAPITAL PROGRAMME :- Indirect Expenditure</b>	<b>12,056</b>	<b>27,504</b>	<b>34,000</b>	<b>6,496</b>	<b>0</b>	<b>6,496</b>	<b>80.9%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(12,056)</b>	<b>(27,504)</b>	<b>(34,000)</b>	<b>(6,496)</b>				
<b>131 OUTSIDE SERVICES</b>								
1001 RENT RECEIVED	0	100	0	(100)			0.0%	
1080 MISC INCOME	0	54	0	(54)			0.0%	
<b>OUTSIDE SERVICES :- Income</b>	<b>0</b>	<b>154</b>	<b>0</b>	<b>(154)</b>				<b>0</b>
4001 STAFF COSTS	11,489	112,687	126,457	13,770		13,770	89.1%	
4006 PROTECTIVE CLOTHING	321	966	2,000	1,034		1,034	48.3%	



## Detailed Income &amp; Expenditure by Budget Heading 31/01/2023

Month No: 10

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4008 TRAINING	0	1,218	2,000	782		782	60.9%	
4011 RATES	0	4,840	4,840	(0)		(0)	100.0%	
4012 WATER	13	160	300	140		140	53.5%	
4013 RENT	0	9,667	13,000	3,333		3,333	74.4%	
4014 ELECTRICITY	12	76	3,500	3,424		3,424	2.2%	
4015 GAS	6	55	250	195		195	22.1%	
4018 WASTE DISPOSAL	0	1,099	600	(499)		(499)	183.1%	
4020 MISCELLANEOUS EXPENSES	0	1,140	800	(340)		(340)	142.5%	
4021 TELEPHONE COSTS	104	1,123	1,000	(123)		(123)	112.3%	
4036 PROPERTY MAINTENANCE	18	3,370	2,000	(1,370)		(1,370)	168.5%	
4038 MAINTENANCE CTRCTS	121	1,431	1,200	(231)		(231)	119.2%	
4040 EQUIPMENT REPLACEMENT	43	3,043	5,000	1,957		1,957	60.9%	
4041 EQUIPMENT HIRE	0	385	1,000	615		615	38.5%	
4042 EQUIPMENT MAINTCE	0	1,208	2,500	1,292		1,292	48.3%	
4043 VEHICLE LEASING	0	0	3,178	3,178		3,178	0.0%	
4044 VEHICLE COSTS & FUEL	293	6,201	8,000	1,799		1,799	77.5%	
OUTSIDE SERVICES :- Indirect Expenditure	<b>12,420</b>	<b>148,668</b>	<b>177,625</b>	<b>28,957</b>	<b>0</b>	<b>28,957</b>	<b>83.7%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(12,420)</b>	<b>(148,514)</b>	<b>(177,625)</b>	<b>(29,111)</b>				
<u>132 CENTRAL SERVICES</u>								
1080 MISC INCOME	0	0	1,400	1,400			0.0%	
CENTRAL SERVICES :- Income	<b>0</b>	<b>0</b>	<b>1,400</b>	<b>1,400</b>			<b>0.0%</b>	<b>0</b>
4001 STAFF COSTS	12,253	117,472	142,452	24,980		24,980	82.5%	
4006 PROTECTIVE CLOTHING	79	79	0	(79)		(79)	0.0%	
4008 TRAINING	20	2,076	2,000	(76)		(76)	103.8%	
4016 JANITORIAL	611	1,797	4,000	2,203		2,203	44.9%	
4020 MISCELLANEOUS EXPENSES	6	323	250	(73)		(73)	129.0%	
4021 TELEPHONE COSTS	177	1,512	2,000	488		488	75.6%	
4022 POSTAGE	96	745	1,000	255		255	74.5%	
4023 STATIONERY/PRINTING	71	1,224	1,000	(224)		(224)	122.4%	
4024 SUBSCRIPTIONS	0	577	1,000	423		423	57.7%	
4025 INSURANCE	0	12,421	13,000	579		579	95.5%	
4026 PHOTOCOPY CHARGES	0	271	500	229		229	54.2%	
4030 RECRUITMENT ADVTG	200	650	500	(150)		(150)	130.0%	
4032 PUBLICITY	0	2,500	0	(2,500)		(2,500)	0.0%	
4033 COMPUTER MAINTENANCE	352	6,339	9,000	2,662		2,662	70.4%	
4042 EQUIPMENT MAINTCE	0	0	500	500		500	0.0%	
4051 BANK CHARGES	77	741	600	(141)		(141)	123.6%	
4058 ACCOUNTANCY FEES	0	1,135	700	(435)		(435)	162.1%	

## Detailed Income &amp; Expenditure by Budget Heading 31/01/2023

Month No: 10

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4060 OTHER PROF FEES	0	14,409	5,000	(9,409)		(9,409)	288.2%	
CENTRAL SERVICES :- Indirect Expenditure	<u>13,940</u>	<u>164,270</u>	<u>183,502</u>	<u>19,232</u>	<u>0</u>	<u>19,232</u>	<u>89.5%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>(13,940)</u>	<u>(164,270)</u>	<u>(182,102)</u>	<u>(17,832)</u>				
Grand Totals:- Income	162,017	1,101,246	992,525	(108,721)			111.0%	
Expenditure	59,911	862,595	992,525	129,930	0	129,930	86.9%	
<b>Net Income over Expenditure</b>	<u>102,105</u>	<u>238,651</u>	<u>0</u>	<u>(238,651)</u>				
<b>Movement to/(from) Gen Reserve</b>	<u>102,105</u>	<u>238,651</u>						