

# Dronfield Town Council

Town Clerk:  
Andrew Tristram



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27<sup>th</sup> October 2020

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 2<sup>nd</sup> NOVEMBER 2020 AT 7.30pm  
VIRTUALLY VIA ZOOM AT**

<https://us02web.zoom.us/j/85892080290?pwd=ZnFHVWttdHQ1c2F4WmlrZ0tHbFdNdz09>

**Alternatively call 0131 460 1196 or 0203 901 7895 and then enter  
Meeting ID: 858 9208 0290 and Passcode: 241007**

Yours sincerely



Andrew Tristram  
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:

1. 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.
2. 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.**

### **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 5<sup>th</sup> October 2020 (pages 439 – 447).
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. **Outside Services Report (Appendix 3)**  
To consider the written report submitted by the Outside Services Manager.
9. **Meeting Reports (Appendix 4)**  
To receive the meeting reports on various matters –  
9.1 Parks & Recreation Committee meeting held on 12<sup>th</sup> October 2020  
9.2 Gritting Committee meeting held on 12<sup>th</sup> October 2020  
9.3 Environmental Committee meeting held on 12<sup>h</sup> October 2020  
9.4 Remembrance Day Working Group meeting held 12<sup>th</sup> October 2020  
9.5 Properties Committee meeting held on 19<sup>h</sup> October 2020  
9.6 Business Forum meeting held on 26<sup>th</sup> October 2020 – verbal report  
9.7 Christmas Committee meeting held on 27<sup>th</sup> October 2020 – minutes to follow
10. **Town Clerk’s Report (Appendix 5)**  
To consider the written report submitted by the Town Clerk.
11. **Financial Report (Appendix 6)**  
11.1 Schedule of Payments including BACS breakdown for September 2020  
11.2 Schedule of Receipts for September 2020  
11.3 Bank Reconciliation at 30<sup>th</sup> September 2020  
11.4 Income and Expenditure to 30<sup>h</sup> September 2020
12. **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.
13. **Meeting Report**  
To receive the meeting report from the Personnel Committee meeting held on 2<sup>nd</sup> November 2020 – minutes to follow.

**DRONFIELD TOWN COUNCIL**  
**PLANNING APPLICATIONS**  
**SUBMITTED TO COUNCIL ON MONDAY 2 NOVEMBER 2020**

No	Reference	Applicant	Location	Details
1.	20/00142/FLH	Mr N Fisher	65 Hollins Spring Avenue	Application for two storey side extension and single storey rear extension
2.	20/00727/FLH	Mr A Whitton	11 Anglesey Road	Proposed side garage extension with new pitched roof to replace existing flat roof
3.	20/00803/TPO	Mr Saxton	1 Alport Rise	Application to fell two cherry trees covered by NEDDC Tree Preservation Order No 103 PT 3 G1
4.	20/00820/FLH	J Wyman	7 Thirlmere Drive	Proposed two storey side and rear extension
5.	20/00821/FLH	Mr & Mrs M Trevenna	33 Drury Lane	Demolition of existing conservatory and construction of a single storey rear extension to form family wet room and front and rear extensions to the garage
6.	20/00828/FLH	J Kaviani	1 Stone Close	Application to vary condition 2 of planning application 19/00600/FL to alter approved plans (Conservation Area) (Affecting the setting of a listed building)
7.	20/00829/FL	G Goddard	30 Highfields Road	Two storey side extension
8.	20/00835/FLH	C Mansell	23 The Knoll	Application to raise roof height to incorporate new first floor, front and rear first floor windows including Juliet Balcony and demolition and replacement of existing side garage
9.	20/00843/FLH	N Haworth	8 Ford Close	Single storey front and side extension incorporating part of existing garage to create additional living accommodation
10.	20/00844/FLH	Mr T Palmer	206 Holmley Lane	Two storey side extension and alterations/additions to front and rear dormers with 2no Balconies to the rear and new render coat over existing facing brickwork
11.	20/00859/FLH	Mr Johnson	16 Park Avenue	Single storey rear extension with raised patio area
12.	20/00863/FLH	J Deffley	23 Linden Avenue	Proposed single storey side and rear extension
13.	20/00878/FLH	Millward	119 Holmley Lanae	Application to replace existing conservatory with single storey

				rear extension with decking to rear and conversion of existing garage to habitable rooms
14.	20/00882/FLH	Mr J Rugman	61 Holmley Lane	Demolition of garage and construction of single storey side extension
15.	20/00883/FLH	Mr D Brown	44 Wentworth Road	Application to pollard 2no Lime Trees (T22 and T23) covered by NEDDC Tree Preservation Order 103 Pt 1
16.	20/00888/FLH	Mr L Whitby	30 Falcon Road	Demolition of existing conservatory and erection of single storey rear extension and re-roofing of garage and porch
17.	20/00889/TPO	Miss Cate Harris NEDDC Parks	St John The Baptist Church Church Street	Application to fell 1 Sycamore (T5) covered by NEDDC Tree Preservation Order No 205
18.	20/00890/TPO	Miss Cate Harris NEDDC Parks	Land To The East Of 2 Garth Way Dronfield	Application to fell 1 Lime T5, pruning of 2 Limes T2 and T4 and pruning of 1 Silver Birch T6 covered by NEDDC Tree Preservation Order No 103 Pt 5 at Land To The East Of 2 Heathfield Close and
19.	20/00893/FLH	M Smith	36 Hartington Road	Construction of a two-storey side extension
20.	20/00904/FL	Mr Graham Manning - 2 Sisters Food Group	Gunstones Bakery Stubley Lane	Proposed installation of 1no Additional oven extract roof flue and 1no Louvre 1m x 1m
21.	20/00906/FLH	K & I Bough	19 Northern Common	Proposed single-storey side 'Orangery' extension, single-storey rear 'Entrance Hall' extension and addition of 3 no. Velux roof windows. (Conservation Area)
22.	20/00910/TPO	Mr M Stevens	Aston Lodge 29 Cross Lane	Application to fell 4no trees within area W1 of TPO number DUDC5
23.	20/00915/FLH	Oxley	12 Landseer Close	First floor side extension, garage conversion and internal alterations
24.	20/00917/FLH	Mr & Mrs Hough	Ouzlebank Farm Highgate Lane	Single storey extension to detached dwelling
25.	20/00918/FLH	K Deakin	20 Chaddesden Close	Single storey rear and side extension, (revised scheme of 20/00075/FLH )

26.	20/00924/TPO	Mr Midgeley	8 Ashford Road	Application to Crown thin and remove lateral branches to 25% on 1no Sycamore (T31) covered by NEDDC TPO 103 Pt3
27.	20/00934/FLH	Mr & Mrs Chambers	67 Hallowes Lane	Construction of a front porch, replacement of existing flat roof to side extension with hipped roof and a single-storey extension to rear lower ground floor
28.	20/00941/FLH	Mr J Durkan	14 Coniston Road	Alterations and extensions including single-storey rear extension, two storey side extension and new detached garden room
29.	20/00951/TPO	Mrs R Murphy	144 Carr Lane	Application for pruning works to 2no Horse Chestnut (T1 + T3), 1no Sycamore (T2), 1no Beech (T6) and 1no Ash (T7) covered by NEDDC TPO 113
30.	20/00964/ SOLAR	West Special Fasteners Ltd - Hawkins	Unit 3A Callywhite Lane	Notification for prior approval for the External Rooftop Installation of a 97.5kW Solar PV system, consisting of 300 x 325w JA Solar Panels (JAM60S09) fixed and mounted to the trapezoidal roof with aero compact mounting kit and fixings

**DRONFIELD TOWN COUNCIL**  
**SCHEDULE OF PLANNING DECISIONS**  
**SUBMITTED TO COUNCIL MONDAY 2 NOVEMBER 2020**

No	Reference	Location	Details	Decision
1.	20/00252/OL	242 Holmley Lane	Outline application with some matters reserved for 1 dwelling (Amended Plans)	Conditionally Approved
2.	20/00616/FL	Jordanthorpe Parkway Dronfield	Installation of 2no. telecommunications equipment containers, an electric meter cabinet, compound, associated fencing and access track (Amended Plans)	Conditionally Approved
3.	20/00626/ AMEND	Plot 1 at Land Adjacent 125 Eckington Road Coal Aston	Non-material amendment to planning application 20/00223/FL to alter approved materials and substitute normal velux windows	Conditionally Approved
4.	20/00644/FLH	26 Wilson Road	Application for detached garage to rear	Conditionally Approved
5.	20/00678/FLH	11 Landseer Close	Proposed single storey front and side extension (Amended Plan)	Conditionally Approved
6.	20/00724/FLH	26 School Lane	Application for a 2 storey side extension	Conditionally Approved
7.	20/00747/TPO	88 Melbourne Avenue	Application to prune 2 Lime trees covered by NEDDC Tree Preservation Order No 103 PT 1 (G2)	Conditionally Approved
8.	20/00767/FLH	28 Stublely Hollow	Retention of vehicular access and associated driveway (amended title)	Conditionally Approved
9.	20/00779/ CATPO	2-4 Dyche Lane	Notification of intention to prune 3no Fir trees located within the Coal Aston Conservation Area	No Objection
10.	20/00794/ FLHPD	29 Bents Crescent	Notification for prior approval for a single storey rear extension	Permitted Development
11.	20/00815/ AMEND	The Talbot Stublely Lane	Non material amendment pursuant of 20/00504/FL to relocate garage to form additional off road parking space at	Approved

## **Dronfield Town Council - November 2020** **Outside Services Managers Report**

The following tasks have been carried out during the month of October.

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 two men doing the whole route, and they carry out a visual inspection of the play areas/equipment at the same time. I am waiting on delivery of some new dog bins - large and small to replace some bins around the Town.

Anything that is picked up on the visual inspection is entered on to the forms when they return to workshop and rectified as soon as possible.

Play Areas – Maintenance has been carried out on the play areas –

**Birches Fold** – Nothing to report.

**Cliffe Park** – The roundabout has been fixed with a new bearing being installed. Creative Play have inspected the equipment and noted anything that requires attention, I am waiting for dates for when they will attend site and rectify the faults.

**Hilltop** – Removed the crushing/pinching hazard on the gate. Filled in trip hazard at entrance gate and seeded over.

**Moonpenny Way** – Removed excess thread on protruding bolts on signs.

**Sindlefingen Park** – Removed pegs from grass mats. Topped up soil where required.

**Stonelow** – Removed crushing/pinching hazard on both gates.

**Dronfield Woodhouse** – Nothing to report.

**Lundy Rd** – Climbing frame has been removed and relocated at Sindlefingen Park.

**Marsh Ave** – New bench installed on the outside of the play area.

**Cemetery Rd** – Nothing to report.

**Tennis courts** – Waiting on quotes for the refurbishment of the courts at Dronfield Woodhouse and Coal Aston.

**Bowling Greens** – Winter maintenance work is being carried out by contractor Smiths Groundcare.

We are waiting on spares parts to carry on maintenance within the play areas.

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

Grass Cutting – Grass cutting continues around the Town, we are hoping to get out and give all areas one last cut for this year.

Cemetery Grass Cutting – All the areas within the Cemetery were cut last week, this will hopefully have been the last cut for the year.

Weed Spraying – We have weed sprayed all the flower beds and will rotovate them to kill back the weeds that keep growing in the beds. We have also sprayed the tennis courts at Coal Aston.

MUGA Pitch – The MUGA pitch is open, but bookings have now been restricted to under 18 age groups only that are allowed to play due to them being exempt from the rule of six.

Shrubbery/Hedges – The area around Dronfield Woodhouse bowling and tennis courts have had the shrubbery cut back. The Poplar has also been cut back.

Hep A & B – Outside Services Staff have had the second course of Hep A & B inoculations done, there is a further one injection to be taken next month and then a blood test.

Poppies - The poppies have been installed onto various lamp posts around the Town.

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

Various reports have been actioned around the Town.

Ronnie Dick  
Outside Services Manager



**Minutes of the meeting of the Parks & Recreations Committee  
held virtually via Zoom on Monday 12<sup>th</sup> October 2020 at 9:30am**

**Present:**

Cllr. K Tait (Chair), Cllr. S. Burkitt, Cllr A. Hutchinson, Cllr M. Ireland and Cllr M. Hanrahan.

**In attendance:**

J. Mitchell (Office Manager & PA to Town Clerk) and R. Dick (Outside Services Manager)

**1. Apologies**

There were no apologies.

**2. Declarations of Interest**

There were no declarations of interest.

**3. Cemetery Road Cycle Area**

Members were informed that a quote had been received to supply and install black anti slip paint together with supplying and installing a thermoplastic cycle track as per the design provided at a cost of £4,445 + VAT - this would be in addition to the cost of £4,608.45 + VAT to re-tarmac the path around the edge of the area, giving a total cost of £9,053.45 + VAT.

It was RESOLVED to gain one further quote for the cycle area and then to continue with the proposed grant application to British Cycling.

**4. Cliffe Park**

- a) Members were informed that the roundabout had now been repaired, however further issues had been pointed out to Creative Play who will now be back to repair the zip wire and some split timbers.

It was RESOLVED to note this update.

- b) Members were informed that we are still awaiting quotes to repair the footpath at the top of Cliffe Park.

It was RESOLVED to note this update and bring quotes to the next committee meeting.

- c) Cllr Tait suggested a possible water feature play area within Cliffe Park.

It was RESOLVED to approach the JG Graves Trust to see if this would qualify for a grant from the charity.

## **5. Sindelfingen Park**

The Outside Services Manager explained that his report regarding Sindelfingen Park was ongoing as it is a large area to cover.

It was RESOLVED to submit a written report on Sindelfingen Park in full for the next Parks & Recreation Committee Meeting.

## **6. Marsh Avenue**

Members were informed that a quote for £910 + VAT had been received to resurface the path at Marsh Avenue Play Area.

It was RESOLVED to check with the Finance Officer whether the job could just go ahead or if three quotes were required – if it can just go ahead then to get the job booked in.

## **7. Lundy Road**

Members discussed possible alternative equipment to replace the climbing frame that was removed from Lundy Road play area.

It was RESOLVED to gain quotes for the following possible equipment within Lundy Road play area - trampoline, roundabout or seesaw and to bring quotes back to the next committee meeting.

## **8. Dronfield Woodhouse**

Members gave feedback on their site visit to Dronfield Woodhouse play area.

It was RESOLVED to gain quotes for a large, multi-person swing to be installed at Dronfield Woodhouse and to bring quotes back to the next meeting.

## **9. Tennis Courts**

Members were informed that the Outside Services Manager had met with one further company regarding the resurfacing of the tennis courts and was meeting with a third company on Wednesday to gain further quotes.

It was RESOLVED that each site would have two tennis courts marked out with the option for basketball on one of the courts, separate quotes were to also be gained for replacing the fencing – quotes to be brought back to the next committee meeting.

## **10. Weekly Play Area Inspection**

The Outside Services Manager reported that inspections were carried out each Thursday and any issues were now noted in a book on site and then the issues were rectified on a Friday morning or Monday if possible.

It was RESOLVED to note this procedure.

The Outsider Services Manager also reported glass in Stonelow Play Area was an ongoing issue.

It was RESOLVED to report this to the Police.

**11. Outstanding Tickets**

Members were informed that staff were trialling a new system called Freshdesk to record any actions that came out of committee meetings or reports of any problems or issues. The system allows tasks to be allocated to a person and then notes can be added to keep track of the task. Once it has been completed it is closed on the system.

It was RESOLVED to note this update and monitor it at future meetings.

**12. Any other business**

There was no other business discussed.

**13. Date of next meeting**

It was RESOLVED that the next Parks & Recreation Committee Meeting will be held on Monday 9<sup>th</sup> November at 9:30am

Meeting closed at 10:53am

## **Minutes of the Meeting of the Gritting Committee of Dronfield Town Council**

**Held virtually via Zoom on Monday 12<sup>th</sup> October at 11:00am**

**Present:** Cllr K. Tait and Cllr P. Parkin

**In attendance:** R. Dick (Outside Services Manager) and J. Mitchell (Office Manager and PA to Town Clerk)

### **1. Election of Chair**

Cllr K. Tait was elected Chair of the Gritting Committee.

### **2. Apologies:**

There were no apologies.

### **3. Declaration of Interest**

There were no declarations of interest.

### **4. Outside Services Report**

#### **Amount of grit in storage**

There is currently 14 tonnes in storage and all the bins are currently full and will be dug over next week.

#### **Number of spare bins in stock**

There are currently 6 spare bins in stock.

#### **Update on current bin conditions**

Any grit bins owned by Derbyshire County Council that require attention will be reported directly to DCC by the Outside Services Manager. Any grit bins owned by Dronfield Town Council will be replaced as required, with the bins in stock. Outside Services will also check the legibility of the labels on the bins when digging them over.

#### **Means to deliver grit to bins**

The Tipper and the 4 x 4 Isuzu will be used to fill the grit bins during winter. A number of new gorilla tubs will also be ordered to transport the grit in the vehicles.

It was RESOLVED to note this update.

### **5. New bin requests**

There were no new grit bin requests.

It was RESOLVED to note this.

### **6. Any other business**

There was no other business discussed.

Meeting closed 11:19am

**Notes of the meeting of the Environmental Committee  
Held virtually via Zoom on Monday 12<sup>th</sup> October 2020 at 1:00pm**

**Present:** Cllr A Foster (Chair), Cllr M Ireland, Cllr P Parkin, Cllr R Spooner and Cllr W Jones

**In attendance:** J. Mitchell (Office Manager & PA to Town Clerk) and R. Dick (Outside Services Manager)

**1. Appointment of the Chair**

It was RESOLVED that Cllr A Foster would Chair the Environmental Committee.

**2. Apologies**

Apologies were received for Cllr L Deighton.

**3. Declaration of Interests**

There were no declarations of interest.

**4. Feedback on initiatives 2019/20**

**Wildflower Meadow**

Received extremely positive feedback from residents.

It was RESOLVED to repeat the wildflower meadow in Sindelfingen Park and to gain an additional quote for adding a further wildflower meadow in the Alma.

It was RESOLVED to check with the Leabrook Valley if they gained permission to plant a wildflower meadow in the grass verge along Gosforth Drive.

**Tree Planting Project**

Members were informed that there are currently seven residents waiting to collect trees from Ferndale. The approximate cost of the trees is between £20 - £30 per tree.

It was RESOLVED to set a limit of gifting 50 trees in total to residents, including the 20 free ones from Ferndale and then review again once the 50 have been given out.

**Electric Vehicle and Charging Point**

Members were informed that the electric vehicle has been ordered but we are awaiting a confirmation date for delivery. The electric charging point is scheduled to be installed at the unit within the next week.

It was RESOLVED to note this update.

**Paperless Council Office**

Members were informed that most of the communication within the office was now done by email and electronic payslips and saving invoices electronically was also being investigated.

It was RESOLVED to note this update and to also confirm with councillors again regarding their preference for an electronic or printed version of the council meeting agendas.

## **No Idle Signs**

Members were informed that no update had been received from the highways department at Derbyshire County Council regarding the progress of the project.

It was RESOLVED to note this update and await any further details from Cllr Tait.

## **LED Lighting**

Members were informed that all the lighting within the Civic Hall with the exception of the main hall and changing rooms had now been converted to LED lighting, a sensor has also been installed within the toilets so the lights only come on when someone enters. Gosforth Lodge and the outside toilets at Cliffe Park have also been converted to LED lighting. The only buildings left to do are the workshop and the changing rooms at Coal Aston.

It was RESOLVED to note this update.

## **Grant Funding to Leabrook Valley Footpath Project**

Members were informed that no update had been received regarding the footpath project since lockdown.

It was RESOLVED to contact Leabrook Valley for an update on the project and to confirm when they expected the work to be carried out.

## **5. Initiatives for 2020/21**

Cllr R Spooner suggested consideration be given to improving the Nature Park.

It was RESOLVED to continue with the wildflower meadow, the tree planting project and installing the LED lighting.

It was RESOLVED to write to Leabrook Valley requesting an update on whether they would like to take over the ongoing maintenance of the Nature Park and to copy in Cllr M Foster.

## **6. Forward Planning – potential 3/5 year plan**

Members discussed possible ideas for a 3/5 year plan, which included development of the Nature Park, rain water harvesting, installation of solar panels on Gosforth Lodge, continuation of the wildflower meadow and tree planting scheme.

Members also discussed trying to identify the councils existing carbon footprint and Cllr W Jones recommended contacting Mr Ian Ward.

It was RESOLVED to contact Mr Ward regarding providing the council with its estimated carbon footprint.

It was RESOLVED to collate a sheet with all the environmental initiatives listed and identified as one, three or five year projects.

It was RESOLVED to gain feedback from the District Council regarding the usage of the electrical charging point

## **7. Any other business**

Cllr W Jones informed members that Guidacre Scout Club would like to plant bulbs around the inside of the wall at Hilltop play area.

It was RESOLVED to recommend to council that permission is granted for the Scouts to plant bulbs on the inside of the wall at Hilltop Play Area and to contact councillors regarding any objections before the next council meeting due to the time sensitivity.

It was RESOLVED to feed back any plans for the environmental committee to the budget committee.

The Outside Services Manager informed members that the water boilers at Cliffe Park changing rooms required replacing with a more cost and energy efficient system.

It was RESOLVED to gain quotes to replace the water boiler system at Cliffe Park and to bring quotes back to the next meeting.

### **8. Date of next meeting**

It was RESOLVED to hold the next meeting towards the end of November on a date to be agreed.

Meeting closed at 1:55pm

**Minutes of the Meeting of the Remembrance Day Working Group  
of Dronfield Town Council held via Zoom on Monday 12<sup>th</sup> October at 6:00pm**

**Present:** Cllr. R. Welton (Chair)

**In attendance:** J. Mitchell (Office Manager & PA to Town Clerk), R. Dick (Outside Services Manager), Andy Shaw (Scouts), Steve Broomhead (ATC) and Rev Peter Bold.

**1. Apologies**

There were no apologies.

**2. Plans for 2020 Remembrance Day Event**

Plans for the 2020 Remembrance Day Event were discussed and the following decisions were resolved;

Steve Broomhead from the ATC joined the meeting.

It was RESOLVED to note that there will be no road closure in place.

It was RESOLVED to note there will be a solo performer playing the Last Post.

It was RESOLVED that the following six people and organisations will attend the service Cllr R Welton, Cllr A Foster, Army representative, Police representative, Fire Service representative and a representative from the ATC.

It was RESOLVED that Rev Bold will officiate the service and staff members will also be around to manage the entrance points to the Library Gardens.

It was RESOLVED that the order of service will remain the same as previous years but the hymns will be played on a CD rather than sung.

It was RESOLVED that Rev Bold will read all the names of the war dead this year on his own.

It was RESOLVED to note that we don't currently have anyone to broadcast the service live on Facebook yet however photos will be taken by Mike Firth.

It was RESOLVED to set up the PA system to allow Rev Bold to have a microphone and play the hymns.

It was RESOLVED to note that there will be 30 wreath layers in total who will attend in groups of five or six at seven minute intervals following the service – there will be a one way route in place round the back of the Civic Hall up to the War Memorial and then back round past the Health Centre.

It was RESOLVED to note that members of the public will be able to lay a wreath or cross at their leisure in the afternoon or later that week but they will be discouraged from attending in the morning.

It was RESOLVED that there will be c130 poppies put on lamp posts week beginning 26<sup>th</sup> October 2020.

It was RESOLVED to run these plans past the Police again to make sure they are happy with them.



**3. Any other business**

The ATC may have someone that can help broadcast the service via Facebook Live.

It was RESOLVED to liaise with the ATC.

Meeting finished at 6:28pm

**Minutes of the Meeting of the Properties Advisory Committee of Dronfield Town Council held virtually via Zoom on Monday 19<sup>th</sup> October 2020 at 2:00pm**

**Present:** Cllr. A. Powell (Chair), Cllr. A. Foster, Cllr. M. Hanrahan, Cllr. W. Jones and Cllr. R. Spooner

**In attendance:** A. Tristram (Town Clerk), J. Mitchell (Office Manager & PA to Town Clerk) and R. Dick (Outside Services Manager)

**1. Apologies**

There were no apologies.

**2. Declaration of Interests**

There were no declarations of interest.

**3. Cliffe Park Cafe**

Members were informed of the locations the café tenant wanted to place new tables and chairs outside.

It was RESOLVED to give permission to the café tenant to place new chairs and tables outside the café and on the grassed area near the café, however if the tenant decides to extend the area then they are to let the council know first.

Members also discussed a request to install canopies above the kiosk and entrance to the café.

It was RESOLVED to grant permission in principle on the basis the council see the design and style of the canopies before any installation takes place.

**4. Cemetery Lodge**

Members were informed that damp issues had been reported again Cemetery Lodge by the current tenants.

It was RESOLVED to carry out further investigation into the damp issues and report back at the next Properties Committee Meeting.

**5. Dronfield Town Football Club**

Members were informed that no response had been received from the previous letter sent regarding the training session held at the ground on 6<sup>th</sup> September 2020.

It was RESOLVED to write again to the football club to stress the importance of responding and engaging with their landlords request.

**6. MUGA Bookings**

Members reviewed the charges for the MUGA bookings.

It was RESOLVED to recommend to council that the hire charge for the 5pm – 6pm booking on a Friday and 3:30pm – 4:30pm on a Saturday are brought up to the same rate of £30.70 as other bookings and to bring proposed charges to the next committee meeting for S18 and non-S18 residents.

Members also discussed whether to suspend all future MUGA bookings due to current COVID-19 restrictions and legislation.

It was RESOLVED to only permit bookings which are either except from the legislation or can provide written confirmation that they are a constituted club or company organised booking and that they take responsibility for all COVID-19 Secure Procedures for their bookings.

**7. Public land to the south of Dronfield Infants School**

Members were informed that three responses had been received from residents on Lea Road following the letter that had been sent to residents regarding the extension of some

garden areas onto public land. Members discussed how they would like to proceed with the matter.

It was RESOLVED to find out more details about applying for Village Green status for the area and bring this back to the next Properties Committee Meeting.

It was RESOLVED to speak with Lea Brook Valley regarding them taking over the possible ongoing maintenance of the land to the south of Dronfield Infants School.

#### **8. Civic Hall Lighting**

The Outside Services Manager informed members that a lighting survey was required to identify the specification required for LED lighting to replace the current fluorescent lights with LED lights.

It was RESOLVED note this and bring quotes back to the next meeting for replacement lights.

#### **9. Land off Hilltop Road**

Members were informed that no feedback had been received from the developer following the letter sent.

It was RESOLVED request a copy of the minutes from the February 2017 Planning Committee meeting at NEDDC and to arrange a phone call for the Town Clerk to speak with the developer.

#### **10. Peel Centre**

Members were informed that the Peel Centre had been paying £125 per month throughout lockdown during the coronavirus pandemic.

It was RESOLVED to recommend to council that a of £500 is given to the Peel Centre as a gesture of good will as no bookings were carried out during lockdown.

#### **11. Access on to DTC owned land**

Members discussed the issue of residents installing gates directly from their homes on to land owned by the Council. The Town Clerk suggested introducing access agreements with residents to protect the council's future interests.

It was RESOLVED to develop a programme of progression to look at individual areas owned by Dronfield Town Council and the number of residents accessing them and to then create access agreements.

#### **12. Insurance Claim**

Members were informed that a claim had been made against the council when a tree had fallen on a car. This claim has now been settled by the Council's insurance company.

It was RESOLVED to note this.

#### **13. Any other business**

Members discussed whether to charge the pavilion rental fees for 2020.

It was RESOLVED to recommend to council that pavilion charges for 2020 are waived as they haven't been used by the groups.

Members reviewed the continuation of bookings within the Civic Hall and Gosforth Lodge.

It was RESOLVED to continue taking bookings for the Civic Hall and Gosforth Lodge but to review each booking on an individual basis to ensure COVID-19 legislation was being met.

Members were informed of correspondence received from Bell & Buxton regarding the Civic Hall lease.

It was RESOLVED to note this correspondence and to form a working group consisting of Cllr Welton, Cllr A. Foster, Cllr Powell and Cllr Spooner to deal with issues relating to the Civic Hall lease.

Members discussed the potential re-opening of the office as it currently remains closed to members of the public.

It was RESOLVED that the office remain closed to members of the public and people should attend by appointment only for the foreseeable future.

Members were informed that a request had been received to resurface the footpath from Hall Close to Dronfield Woodhouse recreation ground.

It was RESOLVED not to resurface the footpath but to apply weed spray and clear the area as best as possible.

Cllr A. Foster brought up the issues of over grown hedges behind the Sports and Social Club where it has been reported people are hiding out.

It was RESOLVED to establish if the hedges were the council's responsibility or the Sports & Social Clubs and to get a contractor in to remove the overgrown hedges and advise the club to apply for grant if the responsibility is theirs.

The Town Clerk advised members that the Terms of Reference for the Properties Committee need to be reviewed.

It was RESOLVED to note this and bring to a future Properties Committee Meeting.

The meeting closed at 3:08pm.

## Town Clerk's Report

### Council Meeting to be held on 2<sup>nd</sup> November 2020

#### Items for Decision

- a) **Christmas Office Closure** – To close the office for Christmas from 24<sup>th</sup> December through to Monday 4<sup>th</sup> January. We will divert the office phone to a mobile and monitor emails for emergencies.

#### Items for Information

- a) **Local Plan** – A new consultation is due to be launched on North East Derbyshire District Council's draft Local Plan. The new consultation will be on changes to the plan, called 'Main Modifications' which are proposed by the independent inspector. It is expected that the consultation will run for 7 ½ weeks, from the 2nd November 2020 to the 23rd December 2020.
- b) **Public Space Protection Order** - The order has been approved and will be in force from week commencing 26<sup>th</sup> October 2020. The District has taken the approach that due to the recent Tier 2 announcement that we will be doing a soft launch and period of education about the order, with a view to enforcement and more substantial press releases in the New Year dependent on the COVID situation.

#### Correspondence Received

- a) **Clarke Telecom** – letter and plans in respect of the telecommunications base station upgrade of EE\_25964\_MBNL\_NED030, HYDE PARK SW (distributed to councillors electronically on 14.10.20)
- b) **Derbyshire County Council** – email received in response to request to investigate unblocking of Upper School Lane.
- c) **Dronfield Wellbeing Group** – email received regarding Dronfield Wellbeing Group (distributed to councillors electronically on 20.10.20)

## BANK ACCOUNT-NO 1

## List of Payments made between 01/09/2020 and 30/09/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/09/2020	Public Works Loan Board	ddr	3,343.75		PWLB Loan/Interest
02/09/2020	The Post Office Ltd	ddr	265.00		Vehicle Tax YT63 XFN
03/09/2020	Water Plus	ddr3	86.10		Water-Cemetery 8.6-18.8.20
05/09/2020	NEDDC - CHURCH ST CAR PARK	ddr4	140.00		Rates - Church Street 20/21
07/09/2020	██████████	BACS	200.00		Refund for Skip deposit
07/09/2020	CACC	BACS	2,000.00		Cricket Cllub annual grant
08/09/2020	HSBC Bank Plc	ddr5	6.50		Bank charges HSBC
09/09/2020	BACS P/L Pymnt Page 2664	BACS Pymnt	4,557.17		BACS P/L Pymnt Page 2664
09/09/2020	HSBC Bank Plc	ddr6	37.40		HSBC internet banking charges
09/09/2020	OPUS - █████ Cemetery Road (Lodge	ddr7	43.95		Electric Cemetery jul-aug
09/09/2020	Plusnet PLC	ddr8	52.20		Broadband - Civic Sept
09/09/2020	Gamma Business Communications	ddr	122.48		Telephone Contract August
11/09/2020	O2 Direct Debit	ddr9	85.99		Mobile Phones - August
11/09/2020	TALKTALK DIRECTDEBIT	ddr10	27.00		Broadband - Works unit Sept
14/09/2020	Post Office Ltd	ddr	4,712.78		Tax & NI - August 20
14/09/2020	Water Plus	ddr12	362.75		Water - Civic 28.5-28.8.20
14/09/2020	NEDDC Cemetery Lodge	ddr13	686.00		Rates - Cemetery April 20/21
15/09/2020	HSBC BACS Salaries	BACS	20,725.37		Sept BACS Salaries
15/09/2020	NEDDC - WORKS UNIT	ddr14	484.00		Rates - Works Unit Apr 2020/21
15/09/2020	Flogas Britain Ltd	ddr15	66.16		Gas - C/Aston sports Jun-Aug
16/09/2020	FuelGenie	ddr16	257.76		Vehicle Fuel - August
17/09/2020	BACS P/L Pymnt Page 2654	BACS Pymnt	136.80		BACS P/L Pymnt Page 2654
17/09/2020	BACS P/L Pymnt Page 2655	BACS Pymnt	85,318.54		BACS P/L Pymnt Page 2655
17/09/2020	BACS P/L Pymnt Page 2659	BACS Pymnt	336.00		BACS P/L Pymnt Page 2659
21/09/2020	BACS P/L Pymnt Page 2660	BACS Pymnt	-360.00		BACS P/L Pymnt Page 2660
21/09/2020	Frama Smart Mailing	ddr17	126.00		Franker machine rental Oct-Jan
21/09/2020	IRIS Payroll Solutions Ltd	ddr18	22.85		Auto enrolment package-August
21/09/2020	British Gas Trading Ltd	ddr19	100.35		Gas - Civic Hall - August
21/09/2020	Contract Natural Gas Ltd	ddr20	33.66		Gas-Stonelow Sports August
21/09/2020	Contract Natural Gas Ltd	ddr22	59.68		Gas-Gos Lodge - August
21/09/2020	OPUS - Cliffe Park	bacs	802.61		Electric-Cliffe Park August
21/09/2020	OPUS - Main Pavillion Stonelow	ddr2	217.91		Electric-Main Pav S/Low Aug
21/09/2020	OPUS - Coal Aston Pavilion	ddr3	43.20		Electric - C/Aston Pav August
21/09/2020	OPUS - Unit Callywhite Lane	ddr4	206.30		Electric-Works Unit-August
21/09/2020	OPUS - Church Street	ddr5	12.92		Electric-Church Street-August
21/09/2020	OPUS - Civic Hall	ddr6	443.20		Electric - Civic Hall- August
21/09/2020	OPUS - Small Pavillion Stone	ddr7	26.57		Electric-Sml pav S/low-Aug
22/09/2020	Personnel Advice & Solutions L	ddr	120.00		Purchase Ledger DDR Payment
22/09/2020	Spitfire Network Services Ltd	ddr23	39.60		Alarm line rental Sept
24/09/2020	Business Stream	ddr24	29.80		Water-S/low Field 28.7-10.9.20
25/09/2020	NEST	NEST SEPT	319.85		NEST
29/09/2020	Post Office Ltd	ddr	6,831.41		Tax & Ni - Sept
29/09/2020	Westfield Health Direct D	ddr26	47.10		Westfield deductions Sept
29/09/2020	PHS Group Plc	ddr	91.80		Sani Bin duty of care G/Lodge
29/09/2020	Metro (Dronfield) Limited	ddr	49,239.60		Civic Hall Rent Qtr 29 Sept
<b>Total Payments</b>			<b>182,508.11</b>		

14:47

## BANK ACCOUNT-NO 1

Cash Received between 01/09/2020 and 30/09/2020

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<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
25/09/2020	NEDDC	bacs	Precept 2nd Payment	417,034.49
23/09/2020	Sales Recpts Page 4402		Sales Recpts Page 4402	884.18
22/09/2020	Sales Recpts Page 4403		Sales Recpts Page 4403	402.54
15/09/2020	Sales Recpts Page 4404		Sales Recpts Page 4404	50.50
01/09/2020	Sales Recpts Page 4405		Sales Recpts Page 4405	2,575.00
22/09/2020	Sales Recpts Page 4406		Sales Recpts Page 4406	36.84
23/09/2020	Sales Recpts Page 4407		Sales Recpts Page 4407	1,165.00
27/09/2020	Sales Recpts Page 4409		Sales Recpts Page 4409	180.80
25/09/2020	Sales Recpts Page 4410		Sales Recpts Page 4410	125.00
30/09/2020	Sales Recpts Page 4411		Sales Recpts Page 4411	960.25
24/09/2020	Saxton Mee	BACS	Lodge Rent/Utility/Agent Fee	795.80
30/09/2020	Unallocated Sales Ledger bacs	bacs	Unallocated Sales Ledger bacs	61.40
			Total Receipts	<u>424,271.80</u>

Bank Reconciliation Statement as at 13/10/2020  
for Cashbook 1 - BANK ACCOUNT-NO 1

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<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account HSBC	30/09/2020	0	1,143,643.31
			<hr/> 1,143,643.31
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
06/10/2020 BACS Pymnt BACS P/L Pymnt Page 2673		27,349.26	
			<hr/> 27,349.26
			1,116,294.05
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			1,116,294.05
		Balance per Cash Book is :-	1,116,294.05
		Difference is :-	0.00



	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>101 CIVIC HALL</u>								
1001 RENT RECEIVED	1,996	150	1,800	1,650			8.3%	
1010 LETTING INCOME	26,747	1,589	25,000	23,411			6.4%	
1017 RECHARGE CONTRACTOR FEES	0	0	1,000	1,000			0.0%	
1071 NEDDC GRANTS (Covid-19)	0	25,000	0	(25,000)			0.0%	
CIVIC HALL :- Income	28,742	26,739	27,800	1,061			96.2%	0
4001 STAFF COSTS	25,269	17,318	31,394	14,076	14,076		55.2%	
4011 RATES	24,550	0	25,041	25,041	25,041		0.0%	
4012 WATER	4,017	1,157	4,500	3,343	3,343		25.7%	
4014 ELECTRICITY	9,206	2,246	6,000	3,754	3,754		37.4%	
4015 GAS	5,382	1,500	5,000	3,500	3,500		30.0%	
4018 WASTE DISPOSAL	1,706	561	1,500	939	939		37.4%	
4020 MISCELLANEOUS EXPENSES	496	256	1,000	744	744		25.6%	
4025 INSURANCE	928	0	1,000	1,000	1,000		0.0%	
4036 PROPERTY MAINTENANCE	6,220	3,289	3,000	(289)	(289)		109.6%	
4038 MAINTENANCE CTRCTS	5,502	667	2,000	1,333	1,333		33.3%	
4040 EQUIPMENT REPLACEMENT	1,655	755	1,000	245	245		75.5%	
4042 EQUIPMENT MAINTCE	2,418	591	1,000	409	409		59.1%	
4061 EXTERNAL CONTRACTOR FEES	520	0	1,500	1,500	1,500		0.0%	
4062 LICENCES (PREMISES)	155	0	500	500	500		0.0%	
4100 RENT - CIVIC HALL	164,132	82,200	171,827	89,627	89,627		47.8%	
CIVIC HALL :- Indirect Expenditure	252,157	110,540	256,262	145,722	0	145,722	43.1%	0
Net Income over Expenditure	(223,415)	(83,802)	(228,462)	(144,660)				
<u>102 PARKS &amp; OPEN SPACES</u>								
1001 RENT RECEIVED	90	0	90	90			0.0%	
1077 GRANTS RECEIVED	495	0	495	495			0.0%	
1080 MISC INCOME	2,491	16	0	(16)			0.0%	
PARKS & OPEN SPACES :- Income	3,076	16	585	569			2.8%	0
4011 RATES	1,195	1,396	1,109	(287)	(287)		125.9%	
4019 LITTER & DOG BIN EMPTYING	1,120	1,123	2,200	1,077	1,077		51.0%	
4034 ENVIRONMENTAL IMPROVEMENTS	7,828	786	2,000	1,214	1,214		39.3%	
4037 GROUNDS MAINTENANCE	6,330	66,691	0	(66,691)	(66,691)		0.0%	
4046 TREE WORKS MAINTENANCE	7,230	(3,755)	10,000	13,755	13,755		(37.5%)	
4048 BENCHES - RELACE/MAINT	0	0	1,500	1,500	1,500		0.0%	
4049 GREEN ENVIRONMENT PROJECTS	0	0	15,500	15,500	15,500		0.0%	
PARKS & OPEN SPACES :- Indirect Expenditure	23,702	66,240	32,309	(33,931)	0	(33,931)	205.0%	0
Net Income over Expenditure	(20,626)	(66,224)	(31,724)	34,500				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>103 ALLOTMENTS</u>								
1001 RENT RECEIVED	405	0	405	405			0.0%	
ALLOTMENTS :- Income	405	0	405	405			0.0%	0
Net Income	405	0	405	405				
<u>104 PLAY AREAS</u>								
4042 EQUIPMENT MAINTCE	860	862	2,500	1,638		1,638	34.5%	
PLAY AREAS :- Indirect Expenditure	860	862	2,500	1,638	0	1,638	34.5%	0
Net Expenditure	(860)	(862)	(2,500)	(1,638)				
<u>105 GOSFORTH LODGE</u>								
1010 LETTING INCOME	10,661	1,677	12,000	10,323			14.0%	
1071 NEDDC GRANTS (Covid-19)	0	10,000	0	(10,000)			0.0%	
GOSFORTH LODGE :- Income	10,661	11,677	12,000	323			97.3%	0
4001 STAFF COSTS	15,921	4,259	23,895	19,636		19,636	17.8%	
4011 RATES	4,861	0	4,995	4,995		4,995	0.0%	
4015 GAS	3,787	312	2,800	2,488		2,488	11.1%	
4020 MISCELLANEOUS EXPENSES	1,042	501	1,200	699		699	41.8%	
4021 TELEPHONE COSTS	295	131	600	469		469	21.9%	
4036 PROPERTY MAINTENANCE	13,751	7,738	2,000	(5,738)		(5,738)	386.9%	
4038 MAINTENANCE CTRCTS	2,455	218	1,000	782		782	21.8%	
4042 EQUIPMENT MAINTCE	252	208	900	692		692	23.1%	
GOSFORTH LODGE :- Indirect Expenditure	42,365	13,368	37,390	24,022	0	24,022	35.8%	0
Net Income over Expenditure	(31,703)	(1,691)	(25,390)	(23,699)				
<u>106 CLIFFE PARK</u>								
1001 RENT RECEIVED	81	0	81	81			0.0%	
1020 PITCH FEES	23,301	(491)	22,000	22,491			(2.2%)	
1080 MISC INCOME	315	0	0	0			0.0%	
CLIFFE PARK :- Income	23,697	(491)	22,081	22,572			(2.2%)	0
4001 STAFF COSTS	13,293	4,259	19,980	15,721		15,721	21.3%	
4012 WATER	1,859	502	2,300	1,798		1,798	21.8%	
4014 ELECTRICITY	10,191	2,570	6,500	3,930		3,930	39.5%	
4018 WASTE DISPOSAL	2,673	1,295	3,100	1,805		1,805	41.8%	
4036 PROPERTY MAINTENANCE	1,485	3,101	1,500	(1,601)		(1,601)	206.7%	
4037 GROUNDS MAINTENANCE	2,380	395	0	(395)		(395)	0.0%	
4042 EQUIPMENT MAINTCE	0	57	0	(57)		(57)	0.0%	
CLIFFE PARK :- Indirect Expenditure	31,880	12,179	33,380	21,201	0	21,201	36.5%	0
Net Income over Expenditure	(8,183)	(12,670)	(11,299)	1,372				

## Detailed Income &amp; Expenditure by Budget Heading 30/09/2020

Month No: 6

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>107 THE KIOSK</u>								
1015 KIOSK RENTAL INCOME	12,000	1,200	12,000	10,800			10.0%	
THE KIOSK :- Income	<u>12,000</u>	<u>1,200</u>	<u>12,000</u>	<u>10,800</u>			10.0%	<u>0</u>
Net Income	<u>12,000</u>	<u>1,200</u>	<u>12,000</u>	<u>10,800</u>				
<u>109 COAL ASTON</u>								
1001 RENT RECEIVED	81	0	81	81			0.0%	
1020 PITCH FEES	1,300	0	1,500	1,500			0.0%	
1071 NEDDC GRANTS (Covid-19)	0	10,000	0	(10,000)			0.0%	
COAL ASTON :- Income	<u>1,381</u>	<u>10,000</u>	<u>1,581</u>	<u>(8,419)</u>			632.5%	<u>0</u>
4011 RATES	4,321	0	4,407	4,407	4,407		0.0%	
4012 WATER	310	112	300	188	188		37.2%	
4014 ELECTRICITY	457	217	600	383	383		36.2%	
4015 GAS	293	41	1,600	1,559	1,559		2.6%	
4036 PROPERTY MAINTENANCE	1,017	898	1,000	102	102		89.8%	
4037 GROUNDS MAINTENANCE	(203)	1,425	250	(1,175)	(1,175)		570.0%	
4038 MAINTENANCE CTRCTS	519	289	500	211	211		57.8%	
4042 EQUIPMENT MAINTCE	1,494	(543)	500	1,043	1,043		(108.5%)	
COAL ASTON :- Indirect Expenditure	<u>8,207</u>	<u>2,440</u>	<u>9,157</u>	<u>6,717</u>	<u>0</u>	<u>6,717</u>	26.6%	<u>0</u>
Net Income over Expenditure	<u>(6,826)</u>	<u>7,560</u>	<u>(7,576)</u>	<u>(15,136)</u>				
<u>110 STONELOW REC</u>								
1001 RENT RECEIVED	45	0	45	45			0.0%	
1020 PITCH FEES	2,300	0	2,400	2,400			0.0%	
STONELOW REC :- Income	<u>2,345</u>	<u>0</u>	<u>2,445</u>	<u>2,445</u>			0.0%	<u>0</u>
4012 WATER	(3,460)	560	1,500	940	940		37.3%	
4014 ELECTRICITY	2,790	845	2,000	1,155	1,155		42.3%	
4015 GAS	1,443	296	1,200	904	904		24.7%	
4036 PROPERTY MAINTENANCE	1,330	0	500	500	500		0.0%	
4037 GROUNDS MAINTENANCE	230	0	1,000	1,000	1,000		0.0%	
4038 MAINTENANCE CTRCTS	414	183	600	417	417		30.6%	
4042 EQUIPMENT MAINTCE	32	356	750	394	394		47.4%	
STONELOW REC :- Indirect Expenditure	<u>2,779</u>	<u>2,240</u>	<u>7,550</u>	<u>5,310</u>	<u>0</u>	<u>5,310</u>	29.7%	<u>0</u>
Net Income over Expenditure	<u>(434)</u>	<u>(2,240)</u>	<u>(5,105)</u>	<u>(2,865)</u>				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>111 DRONFIELD WOODHOUSE REC</b>								
1001 RENT RECEIVED	401	80	400	320			20.0%	
1020 PITCH FEES	1,700	0	1,700	1,700			0.0%	
1071 NEDDC GRANTS (Covid-19)	0	10,000	0	(10,000)			0.0%	
DRONFIELD WOODHOUSE REC :- Income	2,101	10,080	2,100	(7,980)			480.0%	0
4011 RATES	1,473	0	1,502	1,502		1,502	0.0%	
4036 PROPERTY MAINTENANCE	688	0	500	500		500	0.0%	
4038 MAINTENANCE CTRCTS	11	0	0	0		0	0.0%	
DRONFIELD WOODHOUSE REC :- Indirect Expenditure	2,172	0	2,002	2,002	0	2,002	0.0%	0
Net Income over Expenditure	(71)	10,080	98	(9,982)				
<b>118 HIGHWAYS &amp; ST FURNITURE</b>								
1081 DONATIONS RECEIVED	300	0	0	0			0.0%	
HIGHWAYS & ST FURNITURE :- Income	300	0	0	0				0
4035 BUS SHELTER REPAIRS	399	5,264	12,000	6,736		6,736	43.9%	
4045 NOTICEBOARDS/SEATS/SIGNS	548	0	3,000	3,000		3,000	0.0%	
HIGHWAYS & ST FURNITURE :- Indirect Expenditure	947	5,264	15,000	9,736	0	9,736	35.1%	0
Net Income over Expenditure	(647)	(5,264)	(15,000)	(9,736)				
<b>119 CEMETERY</b>								
1002 GRANT OF RIGHTS FEES	15,170	5,220	12,000	6,780			43.5%	
1003 MEMORIAL FEES	5,610	2,470	5,000	2,530			49.4%	
1004 INTERMENT FEES	26,435	12,995	20,000	7,005			65.0%	
1005 CHAPEL FEES	160	0	400	400			0.0%	
1011 LODGE - RENT RECEIVED	9,900	4,950	9,900	4,950			50.0%	
1012 LODGE - WATER RECEIVED	613	300	600	300			50.0%	
1073 UNSTONE - CONTRIBUTION	0	4,224	4,153	(71)			101.7%	
CEMETERY :- Income	57,888	30,159	52,053	21,894			57.9%	0
4001 STAFF COSTS	60,838	29,731	67,378	37,647		37,647	44.1%	
4005 GRAVEDIGGING	3,900	1,650	4,500	2,850		2,850	36.7%	
4011 RATES	6,136	6,861	6,259	(602)		(602)	109.6%	
4012 WATER	976	370	850	480		480	43.5%	
4014 ELECTRICITY	1,769	201	2,400	2,199		2,199	8.4%	
4018 WASTE DISPOSAL	3,271	519	3,000	2,481		2,481	17.3%	
4021 TELEPHONE COSTS	56	0	0	0		0	0.0%	

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4024 SUBSCRIPTIONS	95	95	100	5		5	95.0%	
4036 PROPERTY MAINTENANCE	8,935	341	2,000	1,659		1,659	17.0%	
4037 GROUNDS MAINTENANCE	1,134	(400)	1,000	1,400		1,400	(40.0%)	
4038 MAINTENANCE CTRCTS	0	98	0	(98)		(98)	0.0%	
4044 VEHICLE COSTS & FUEL	432	0	0	0		0	0.0%	
4046 TREE WORKS MAINTENANCE	120	0	0	0		0	0.0%	
4059 LETTING AGENT FEES	866	396	800	404		404	49.5%	
CEMETERY :- Indirect Expenditure	88,527	39,862	88,287	48,425	0	48,425	45.2%	0
Net Income over Expenditure	(30,640)	(9,703)	(36,234)	(26,531)				
<b>121 CORPORATE MANAGEMENT</b>								
1075 PRECEPT SUPPORT GRANT	12,613	12,613	12,613	0			100.0%	
1076 PRECEPT	810,369	821,456	821,456	0			100.0%	
1091 INTEREST RECEIVED HSBC BOND	257	26	0	(26)			0.0%	
1092 INTEREST RECEIVED CCLA FUND	1,708	416	1,500	1,084			27.7%	
CORPORATE MANAGEMENT :- Income	824,948	834,511	835,569	1,058			99.9%	0
4057 AUDIT FEES	1,995	(1,610)	2,400	4,010		4,010	(67.1%)	
CORPORATE MANAGEMENT :- Indirect Expenditure	1,995	(1,610)	2,400	4,010	0	4,010	(67.1%)	0
Net Income over Expenditure	822,953	836,121	833,169	(2,952)				
<b>122 DEM REPRESENTATION &amp; MGT</b>								
1080 MISC INCOME	1,160	0	0	0			0.0%	
DEM REPRESENTATION & MGT :- Income	1,160	0	0	0				0
4008 TRAINING	150	0	500	500		500	0.0%	
4027 TWINNING COSTS	2,300	(2,300)	1,000	3,300		3,300	(230.0%)	
4028 ELECTION COSTS	21,172	0	7,500	7,500		7,500	0.0%	
4201 MAYOR'S ALLOWANCE	3,000	1,250	3,000	1,750		1,750	41.7%	
4202 MAYORS EXPENSES	0	0	1,000	1,000		1,000	0.0%	
4203 LOCAL EVENTS SPONSORSHIP	0	0	1,000	1,000		1,000	0.0%	
4211 CIVIC REGALIA	362	0	500	500		500	0.0%	
4221 CHRISTMAS EVENT COSTS	3,861	120	5,000	4,880		4,880	2.4%	
4230 VE DAY COMMEMORATIONS	0	0	5,000	5,000		5,000	0.0%	
4231 REMEMBRANCE SERVICE	735	0	1,000	1,000		1,000	0.0%	
4232 CIVIC SERVICE	23	0	100	100		100	0.0%	
4233 DRONFIELD GALA	3,204	0	4,000	4,000		4,000	0.0%	
4235 ROAD SAFETY	212	0	500	500		500	0.0%	
4714 CHURCH & CIVIC CLOCK	418	250	1,000	750		750	25.0%	
DEM REPRESENTATION & MGT :- Indirect Expenditure	35,438	(680)	31,100	31,780	0	31,780	(2.2%)	0
Net Income over Expenditure	(34,277)	680	(31,100)	(31,780)				
6000 plus Transfer from EMR	7,500	0						

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Movement to/(from) Gen Reserve	<u>(26,777)</u>	<u>680</u>						
<b>123 GRANTS</b>								
4701 CRICKET CLUB GRANT	2,000	2,000	2,000	0		0	100.0%	
4711 GRANT AWARDS	1,542	0	3,000	3,000		3,000	0.0%	
4713 COMMUNITY BUS	(4,000)	0	4,000	4,000		4,000	0.0%	
GRANTS :- Indirect Expenditure	<u>(458)</u>	<u>2,000</u>	<u>9,000</u>	<u>7,000</u>	<u>0</u>	<u>7,000</u>	<u>22.2%</u>	<u>0</u>
Net Expenditure	<u>458</u>	<u>(2,000)</u>	<u>(9,000)</u>	<u>(7,000)</u>				
<b>125 CAPITAL PROGRAMME</b>								
4054 LOAN INTEREST PWLB	8,873	3,942	8,000	4,058		4,058	49.3%	
4055 LOAN CAPITAL REPAID	25,654	12,827	26,000	13,173		13,173	49.3%	
CAPITAL PROGRAMME :- Indirect Expenditure	<u>34,527</u>	<u>16,769</u>	<u>34,000</u>	<u>17,232</u>	<u>0</u>	<u>17,232</u>	<u>49.3%</u>	<u>0</u>
Net Expenditure	<u>(34,527)</u>	<u>(16,769)</u>	<u>(34,000)</u>	<u>(17,232)</u>				
<b>126 NEIGHBOURHOOD PLAN</b>								
4023 STATIONERY/PRINTING	1,095	0	0	0		0	0.0%	
4060 OTHER PROF FEES	800	0	0	0		0	0.0%	
NEIGHBOURHOOD PLAN :- Indirect Expenditure	<u>1,895</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		<u>0</u>
Net Expenditure	<u>(1,895)</u>	<u>0</u>	<u>0</u>	<u>0</u>				
<b>131 OUTSIDE SERVICES</b>								
1001 RENT RECEIVED	10	0	0	0			0.0%	
1025 INSURANCE CLAIMS	683	0	0	0			0.0%	
1080 MISC INCOME	379	0	0	0			0.0%	
OUTSIDE SERVICES :- Income	<u>1,073</u>	<u>0</u>	<u>0</u>	<u>0</u>				<u>0</u>
4001 STAFF COSTS	117,701	57,196	143,474	86,278		86,278	39.9%	
4006 PROTECTIVE CLOTHING	2,058	537	2,000	1,463		1,463	26.8%	
4008 TRAINING	628	0	2,000	2,000		2,000	0.0%	
4011 RATES	4,763	4,840	4,858	18		18	99.6%	
4012 WATER	225	101	300	199		199	33.7%	
4013 RENT	11,000	4,583	13,000	8,417		8,417	35.3%	
4014 ELECTRICITY	8,119	1,797	3,500	1,703		1,703	51.3%	
4015 GAS	84	24	250	226		226	9.7%	
4016 JANITORIAL	0	737	0	(737)		(737)	0.0%	
4018 WASTE DISPOSAL	506	350	600	250		250	58.3%	
4020 MISCELLANEOUS EXPENSES	302	500	800	300		300	62.5%	

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4021 TELEPHONE COSTS	954	449	1,100	651		651	40.8%	
4036 PROPERTY MAINTENANCE	298	0	2,000	2,000		2,000	0.0%	
4037 GROUNDS MAINTENANCE	41,068	18,471	43,000	24,529		24,529	43.0%	
4038 MAINTENANCE CTRCTS	1,184	605	1,200	595		595	50.4%	
4040 EQUIPMENT REPLACEMENT	4,660	1,773	5,000	3,227		3,227	35.5%	
4041 EQUIPMENT HIRE	360	186	1,000	814		814	18.6%	
4042 EQUIPMENT MAINTCE	2,983	0	2,500	2,500		2,500	0.0%	
4044 VEHICLE COSTS & FUEL	6,583	1,957	8,000	6,043		6,043	24.5%	
OUTSIDE SERVICES :- Indirect Expenditure	203,475	94,107	234,582	140,475	0	140,475	40.1%	0
Net Income over Expenditure	<u>(202,403)</u>	<u>(94,107)</u>	<u>(234,582)</u>	<u>(140,475)</u>				
<b>132 CENTRAL SERVICES</b>								
1080 MISC INCOME	1,290	930	1,200	270			77.5%	
CENTRAL SERVICES :- Income	1,290	930	1,200	270			77.5%	0
4001 STAFF COSTS	97,330	48,423	106,537	58,114		58,114	45.5%	
4008 TRAINING	345	0	2,000	2,000		2,000	0.0%	
4016 JANITORIAL	3,618	3,211	2,600	(611)		(611)	123.5%	
4020 MISCELLANEOUS EXPENSES	219	23	250	227		227	9.1%	
4021 TELEPHONE COSTS	1,939	908	2,000	1,092		1,092	45.4%	
4022 POSTAGE	1,048	574	1,000	426		426	57.4%	
4023 STATIONERY/PRINTING	1,267	794	1,000	206		206	79.4%	
4024 SUBSCRIPTIONS	1,681	433	2,300	1,867		1,867	18.8%	
4025 INSURANCE	13,928	11,491	14,500	3,009		3,009	79.2%	
4026 PHOTOCOPY CHARGES	483	194	600	406		406	32.3%	
4030 RECRUITMENT ADVTG	112	0	500	500		500	0.0%	
4031 DIGITAL COMMUNICATIONS	0	0	6,000	6,000		6,000	0.0%	
4032 PUBLICITY	4,750	3,705	6,000	2,295		2,295	61.8%	
4033 COMPUTER MAINTENANCE	4,615	6,311	5,000	(1,311)		(1,311)	126.2%	
4040 EQUIPMENT REPLACEMENT	0	(27)	0	27		27	0.0%	
4042 EQUIPMENT MAINTCE	65	0	500	500		500	0.0%	
4051 BANK CHARGES	772	216	800	584		584	27.0%	
4058 ACCOUNTANCY FEES	563	0	700	700		700	0.0%	
4060 OTHER PROF FEES	15,909	(2,236)	10,000	12,236		12,236	(22.4%)	
CENTRAL SERVICES :- Indirect Expenditure	148,644	74,019	162,287	88,268	0	88,268	45.6%	0
Net Income over Expenditure	<u>(147,354)</u>	<u>(73,089)</u>	<u>(161,087)</u>	<u>(87,998)</u>				

## Detailed Income &amp; Expenditure by Budget Heading 30/09/2020

Month No: 6

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	971,067	924,821	969,819	44,998			95.4%	
Expenditure	879,113	437,601	957,206	519,605	0	519,605	45.7%	
Net Income over Expenditure	<u>91,955</u>	<u>487,220</u>	<u>12,614</u>	<u>(474,607)</u>				
plus Transfer from EMR	7,500	0						
Movement to/(from) Gen Reserve	<u>99,455</u>	<u>487,220</u>						