

# Dronfield Town Council

Town Clerk:  
Andrew Tristram



Dronfield Civic Hall  
Dronfield Civic Centre  
Dronfield  
S18 1PD

Telephone: 01246 418573

Fax: 01246 290702

Email: [townclerk@dronfield.gov.uk](mailto:townclerk@dronfield.gov.uk)

Website: [www.dronfield.gov.uk](http://www.dronfield.gov.uk)

28<sup>th</sup> September 2021

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 4<sup>th</sup> OCTOBER 2021 AT 7.30pm  
IN GOSFORTH LODGE, CLIFFE PARK, CALLYWHITE LANE, DRONFIELD**

Yours sincerely



Andrew Tristram  
Town Clerk

---

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 6<sup>th</sup> September 2021 (pages 560– 578) and the draft Minutes of the Extraordinary Meeting of the Council held on 20<sup>th</sup> September 2021 (page 579).
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 6<sup>th</sup> September 2021
  - 9.2 Events Committee meeting held on 14<sup>th</sup> September 2021
  - 9.3 Gritting Committee meeting held on 20<sup>th</sup> September 2021
  - 9.4 Environmental Committee meeting held on 20<sup>th</sup> September 2021
  - 9.5 Properties Committee meeting held on 20<sup>th</sup> September 2021
  - 9.6 Cemetery Committee meeting held on 24<sup>th</sup> September 2021 – minutes to follow
10. **Commercial Use of Parks Policy**  
To consider the draft policy for the Commercial Use of Parks.
11. **Personnel Committee**  
To review and update membership of the Personnel Committee.
12. **Town Clerk’s Report (Appendix 5)**  
To consider the written report submitted by the Town Clerk.
13. **External Auditor (Appendix 6)**  
To receive the Annual Governance and Financial Statements for 2020-21 and the External Auditors report.
14. **Financial Report (Appendix 7)**
  - 14.1 Schedule of Payments including BACS breakdown for August 2021
  - 14.2 Schedule of Receipts for August 2021
  - 14.3 Bank Reconciliation at 31<sup>st</sup> August 2021
  - 14.4 Income and Expenditure to 31<sup>st</sup> August 2021
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 from the Personnel Committee Meeting to be held on 29 September 2021.

**DRONFIELD TOWN COUNCIL - PLANNING APPLICATIONS**

**SUBMITTED TO COUNCIL ON 4<sup>th</sup> OCTOBER 2021**

<b>No</b>	<b>Reference</b>	<b>Applicant</b>	<b>Location</b>	<b>Details</b>
1	21/00899/LB	Mr J Thompson	Norwood Farm 32 Eckington Road Coal Aston Dronfield	Application for listed building consent to change windows (Listed Building/Conservation Area)
2	21/00900/FLH	Mr J Thompson	Norwood Farm 32 Eckington Road Coal Aston Dronfield	Application for changes to windows (Listed Building/Conservation Area)
3	21/00927/FLH	Ms D Dustan	81 Netherdene Road Dronfield S18 1RR	Proposed two storey side extension and front porch
4	21/00951/TPO	NEDDC Parks	Land To The North East And West Of Machins Court Dronfield	Various works to trees covered by NEDDC Tree Preservation Order DUDC1 W1
5	21/00952/TPO	NEDDC Parks	Land In Front Of 7 To 15 Salisbury Road Dronfield	Application to prune 2 Acer trees T1 and T4 and fell 1 Acer T6 covered by NEDDC Tree Preservation Order No 52
6	21/00962/FLH	Mrs Jacqueline McLean	87 Hallows Lane Dronfield S18 1UA	Application for replacement of windows and addition of new window in principal elevation, replacement of windows in side-elevation and painting of frames of bay window.
7	21/00963/FLH	John Hudson	23 Salisbury Avenue Dronfield S18 1WD	Application for a two storey side extension
8	21/00970/FL	Mr Kevin Ogden	44 Salisbury Road Dronfield S18 1UG	Application for a single storey dwelling with rooms in the roof on land to the rear of 44 Salisbury Rd

<b>9</b>	<b>21/00973/FLH</b>	Mr L Williams	80 Barnes Avenue Dronfield Woodhouse Dronfield S18 8YG	Proposed single storey extension to the rear of the property and creation of new first floor bedrooms within the existing roof space. Existing ridge raised.
<b>10</b>	<b>21/00974/FLH</b>	Mr Wilson	28 Holmley Lane Dronfield S18 2HR	Application for proposed single-storey rear extension and new front porch
<b>11</b>	<b>21/00981/FLH</b>	Mr Vincent Steele	17 Chestnut Close Dronfield S18 1WF	Application for front extension existing garage
<b>12</b>	<b>21/00988/FLH</b>	Nick Ellis	24 Salisbury Road Dronfield S18 1UF	Application for a two storey side extension with balcony to rear and conversion of existing garage to living space
<b>13</b>	<b>21/00883/DISCON</b>	Mr Huseyin Akar	3 Greendale Shopping Centre Green Lane Dronfield	Discharge of condition 3 - a scheme for the extraction, dispersal and control of cooking odour and condition 4 - details of the exhaust and air replacement system pursuant to planning permission 21/00385/FL
<b>14</b>	<b>21/01017/FLH</b>	Mr Mark Wilde	4 Crofton Rise Dronfield S18 1RH	Demolition of existing garage and conservatory and erection of two storey side and single storey front extension (revised scheme of 21/00313/FLH)
<b>15</b>	<b>21/01055/FLH</b>	Sarah Wilkinson	34 Birches Fold Coal Aston Dronfield S18 3AG	Application for a single storey wraparound extension
<b>16</b>	<b>21/01058/FL</b>	Mrs V Wood	59 Stublely Lane Dronfield S18 1P	Erection of detached single garage ancillary to the house at plot 6 approved under 20/00357/FL
<b>17</b>	<b>21/01076/CATPO</b>	Mr And Mrs Lee	41 Chesterfield Road Dronfield S18 2XA	Notification of intention to fell 1 Ash tree (T2) within the Dronfield Conservation Area

<b>18</b>	<b>21/01083/FLH</b>	ADAM CHAPMAN	16 Highfields Crescent Dronfield S18 1UT	Demolition of existing garage and erection of a double storey side extension with alterations to existing fenestrations (revised scheme of 20/00499/FLH)
<b>19</b>	<b>21/01090/FLH</b>	Mr CRAIG COPLEY-DUNN	18 Holmesdale Road Dronfield S18 2FB	Application for porch and Utility Room extension to front of existing dwelling and raising of existing roof pitch over existing Kitchen, Toilet and Utility Room
<b>20</b>	<b>21/01091/FLH</b>	Mr Andrew Bateman	11 Prospect Road Dronfield S18 2EA	Proposed Loft conversion, Rear Extension & Porch
<b>21</b>	<b>21/01110/FLH</b>	Mr Andrew Needham	15 Bents Lane Dronfield S18 2EW	Single storey rear extension & associated works
<b>22</b>	<b>21/01111/FLH</b>	Mr Anthony Shultz And Miss Joanne Cox	69 Lea Road Dronfield S18 1SD	Proposed raised ridge height roof conversion with front hip to gable end
<b>23</b>	<b>21/01113/FLH</b>	Mrs Kathryn Topham	16 Crofton Rise Dronfield S18 1RH	Application to replace a garage with a single storey side and front extension
<b>24</b>	<b>21/01121/TCN56</b>	CK Hutchison Networks (UK) Ltd	Verge To The Front Of Gunstones Bakery Stubley Lane Dronfield S18 1PF	Prior notification for a proposed 15.0m Phase 8 Monopole C/W wrapround Cabinet at base and associated ancillary works
<b>25</b>	<b>21/01123/FLH</b>	Mr Andrew Ruddiforth	1 Stubley Croft Dronfield Woodhouse Dronfield S18 8QZ	Proposed first floor side extension.
<b>26</b>	<b>21/01125/FLH</b>	Mr Thomas	19 Holbein Close Dronfield S18 1QH	Proposed single-storey rear extension

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

**SUBMITTED TO COUNCIL MONDAY 4<sup>th</sup> OCTOBER 2021**

<b>No</b>	<b>Reference</b>	<b>Location</b>	<b>Details</b>	<b>Decision</b>
<b>1</b>	<b>NED21/00819/FLH</b>	206 Holmley Lane Coal Aston Dronfield S18 3DB	Proposed two storey side extension, with alterations and additions to front and rear dormers including balconies to rear and a new render coat over existing facing brickwork (revised scheme of 20/00844/FLH)	<b>CONDITIONALLY APPROVED</b>
<b>2</b>	<b>NED21/00827/FLH</b>	49 Barnes Avenue Dronfield Woodhouse Dronfield S18 8YF	Demolition of temporary car port and erection of single storey side	<b>CONDITIONALLY APPROVED</b>
<b>3</b>	<b>NED21/01066/CATPO</b>	St John The Baptist Church Church Street Dronfield S18 1QB	Notification of intention to remove 3no Ash Trees due to proximity to the Network Rail railway lines and trees showing early signs of Ash Die Back and pruning of 1no Horse Chestnut Tree to the Network Rail Boundary fence line within the Dronfield Conservation Area	<b>NO OBJECTION</b>
<b>4</b>	<b>NED21/00794/LDC</b>	11 Stubley Lane Dronfield S18 1PE	Application for lawful development certificate for proposed development of first floor windows and ground floor French-windows	<b>CERTIFICATE ISSUED</b>
<b>5</b>	<b>NED21/01020/FLHPD</b>	28 Fletcher Avenue Dronfield S18 1RX	Application under the neighbour notification scheme for a proposed single storey rear extension with a pitched gable roof	<b>PERMITTED DEVELOPMENT</b>

<b>6</b>	<b>NED21/00721/FL</b>	46 Fanshaw Road Dronfield S18 2LB	Variation of condition 2 (plans/drawings) of 20/00594/FL for construction of two semi- detached dwellings	<b>CONDITIONALLY APPROVED</b>
<b>7</b>	<b>NED21/00728/FLH</b>	The Ranch House Northern Common Dronfield Woodhouse Dronfield	Application for single storey garden canopy on the westerly elevation	<b>CONDITIONALLY APPROVED</b>
<b>8</b>	<b>NED21/00765/FL</b>	Portland Works Callywhite Lane Dronfield S18 2XP	Erection of a dry storage structure at Portland Works Callywhite Lane Dronfield S18 2XP	<b>CONDITIONALLY APPROVED</b>
<b>9</b>	<b>NED21/00901/FLH</b>	8 Repton Place Dronfield Woodhouse Dronfield S18 8YX	Demolition of existing single storey side garage and construction of two storey side extension and partial rebuild of single- storey rear extension including new pitched roof replacing existing flat roof	<b>CONDITIONALLY APPROVED</b>
<b>10</b>	<b>NED21/01076/CATPO</b>	Dronfield Conservation Area at 41 Chesterfield Road Dronfield S18 2XA	Notification of intention to fell 1 Ash tree (T2)	<b>NO OBJECTION</b>

## **Dronfield Town Council - October 2021** **Outside Services Managers Report**

The following tasks have been carried out in September 2021.

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 emptying of dog bins on a Monday around the Golf course and Hilltop area has now been added to the daily task carried out on a Monday morning.

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

Grass Cutting – Outside Services staff are still cutting all DTC open spaces, parks and children's play areas on a fortnightly basis. We are hoping to have one more cut to all areas before the weather changes.

Cemetery Grass Cutting – The Cemetery grass areas are being cut on a fortnightly basis the week after cutting DTC grass. The grass will hopefully be cut one more time before the weather changes.

Hanging Baskets – All the hanging baskets have been emptied and all liners have been removed and washed down ready for next year.

Flower Beds – We have started to empty the flower beds around the town, ready for the planting of the winter bedding plants.

Cliffe Park - The grassed area in the park is cut back on a fortnightly basis. This includes around the play area. We are looking at ways to try and re-establish the grass around the play area.

Church Street Car Park – The car park now has the parking bays white lined with 2 disabled parking bays marked out as well. Four new parking restriction signs have also been installed.

GorseyBrigg Car Park – Three posts have been installed to accommodate the new parking restriction signs.

Tree Maintenance – Underwoods Tree Surgeons have carried out works to the trees at Dronfield Sports and Social Club with the removal of 2 large conifers which were affecting the building. They also carried out works to the tree on Birches fold which was overgrown. Some of the stakes that were in place to support the new trees at Sindlefingen Park and Birches Fold had been removed/broken; we have now installed 3 posts around each tree to give them more added support.

Moonpenny Way - The play area is now open, after being open for 3 days the trampoline had some damage done to it, we have now repaired the damage and the trampoline is now back in use. New bowtop fencing has been installed around the play area with soft surface now covering the whole area.

Coal Aston Football – A new set of vandal resistant goal posts have been installed, and the pitch has been marked out ready for the first match of the season.

Cliffe Park – The new CCTV system has now been installed and has been relocated from the lodge to the office with a new hard drive and monitor. The changing rooms are having



four new electric showers installed, all the old showers and water heaters with associated pipework have been removed, there is a bit of tilling left to do to make the shower area waterproof. A new water heater will be installed for the hand basins in both changing rooms as well.

Cliffe Park tennis courts – The tennis courts have been cleaned, the surface has been painted the same colour as Coal Aston tennis courts, with new white lines.

Cemetery Road – The path entrance from Cemetery road has all foliage removed from the sides of the houses on either side of the path, it has now been re-laid with new tarmac and pea shingle to both sides to act as a soak away for any surface water.

#### Play Areas

Birches Fold – nothing to report

Cliffe Park – The seesaw, zip wire is still out of action, Creative Play was due to attend site and rectify in September.

Hilltop – nothing to report

Moonpenny Way – Refurbishment to park now completed.

Sindlefingen Park – The zip wire has been repaired.

Stonelow – Repairs to soft surface around the edges have been filled in.

Dronfield Woodhouse – nothing to report

Lundy Rd – Repairs required under seesaw seats

Marsh Avenue – nothing to report

Cemetery Rd – nothing to report

#### **Tennis courts**

Dronfield Woodhouse – work on resurfacing due to start 4<sup>th</sup> October.

Coal Aston – nothing to report

Cliffe Park – now cleaned and repainted

#### **Bowling Greens**

All 3 bowling greens are now ready for the winter maintenance to be carried out.

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 Advisory Committee held virtually via Zoom on Monday 6<sup>th</sup> September 2021 at 9:30am**

### **Present:**

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

### **In attendance:**

J. Mitchell (Assistant Town Clerk) and R. Dick (Outside Services Manager)

#### **1. Apologies**

Cllr M. Ireland sent apologies.

#### **2. Declarations of Interest**

There were no declarations of interest.

#### **3. Outstanding Tickets**

Members reviewed and discussed the spreadsheet of outstanding jobs, relating to the Parks & Recreation Advisory Committee

It was RESOLVED to note the updates.

#### **4. Budget**

Members discussed possible projects for next year including the refurbishment of Stonelow play area and additional equipment at Dronfield Woodhouse.

It was RESOLVED to request a budget of £50,000 from the Budget Committee.

#### **5. Commercial Use of Parks Policy**

Members discussed the draft version of the Commercial Use of Parks Policy.

It was RESOLVED to refer this item for discussion to the full council meeting in October.

#### **6. Lightwood Landscapes**

Members were informed that Lightwood Landscapes are currently cutting more areas than they are contracted to due to the Town Council's tractor being unusable, which is also used for grave filling in the cemetery.

It was RESOLVED to gain quotes to repair the tractor as soon as possible.

#### **7. Moonpenny Play Area**

Members were informed that work had been completed at Moonpenny play area and that an independent post-installation inspection had been carried out and that the only thing reported back was that one of the benches was too close to the fencing and was therefore a potential head entrapment and that the safety gate didn't shut properly.

Cllr Tait also requested whether the remaining ball equipment could be painted to tie in with the colours in the play area.

It was RESOLVED to make Wicksteed aware of the potential head entrapment and safety gate and to arrange for the ball equipment to be painted.

#### **8. Cliffe Park**

a) Members were informed that an order had been placed with Creative Play for £255 to rectify the faults they had found in Cliffe Park following the operational inspection that they had conducted.

It was RESOLVED to note this update.

b) Members reviewed a quote for £9,754.92 to resurface the footpath from Cliffe Park to Stonelow and a quote for £9,800 to resurface the footpath within Cliffe Park down the side of WM Lee.

It was RESOLVED to note these quotes and to not proceed with this work at the current time.

c) Members were informed that the tennis courts at Cliffe Park were scheduled to be cleaned week commencing 6<sup>th</sup> September, following a number of delays due to staff at the contractor's self isolating or suffering from COVID.

It was RESOLVED to note this update.

d) Members discussed the condition of the ground and mound within Cliffe Park.

It was RESOLVED to add more grassing matting to the mound and to try and reseeded areas over the autumn when the park was quieter.

#### **9. Cemetery Road**

Members received an update on the response from Kompan regarding the trampoline and issues with drainage.

It was RESOLVED to request written evidence of the high water table and evidence of the existing drainage already installed.

#### **10. Sindelfingen Park**

Members discussed again the request for a Mother and Baby Pram Fitness Class to use Sindelfingen Park.

It was RESOLVED that Cllr Tait would speak with Cllr A Foster to see if permission could be granted in the interim, while a policy for commercial use of the parks is finalised.

#### **11. Dronfield Woodhouse**

a) Members were informed that work to resurface the tennis courts at Dronfield Woodhouse would begin on 4<sup>th</sup> October 2021, the repainting of the courts would not be done until Spring 2022, however temporary line markings would be put down following the resurfacing to allow residents to continue to play before the repainting takes place in Spring 2022.

It was RESOLVED to note this update.

b) Members discussed the removal of the wet pour at Dronfield Woodhouse again.

It was RESOLVED to gain three quotes to remove the wet pour and all the foundations remaining from the play equipment.

**12. Coal Aston**

Members discussed the reinstallation of the basketball nets at Coal Aston.

It was RESOLVED for the committee to meet behind Coal Aston Village Hall on Monday 13<sup>th</sup> September at 11:30am.

**13. Hilltop**

Members were informed that three companies had been contacted for a quote to repair the drystone wall, however no responses had yet been received.

It was RESOLVED to note this update and defer the item to the next Parks & Recreation Committee Meeting.

**14. Operational Inspections**

Members received a verbal report from the Outside Services Manager to inform them that the operational inspections had been carried out on all the play areas and nothing urgent had been identified, other than some bearings at Sindelfingen park, which need replacing.

It was RESOLVED to note this report.

**15. Any other business**

Members were informed that the broken basket swing at Sindelfingen Park cannot be fixed and needs replacing. Members were presented within three options to replace the swing.

It was RESOLVED to recommend to council that an order is placed with HAGS to remove the current equipment and supply and fit an Olympic Basket Swing, making good to the surfacing when finished, at a cost of £6,745.69.

Members were informed that a request had been received from the local safer neighbourhood police team to use the basketball courts and grassed area next to them at Sindelfingen Park for a number of free activities for young people.

It was RESOLVED to grant permission, subject to further details being provided.

Members were informed that a request had been received to use the Nature Park in Dronfield for nature wellbeing sessions.

It was RESOLVED to request further information about what these sessions would involve and whether there would be a cost to take part.

Cllr Tait declared a non-pecuniary interest in the next item.

Members were informed and discussed a request that had been received from the headteacher of Dronfield Junior School to access and use Moonpenny fields during term time dates.

It was RESOLVED that permission is granted to Dronfield Junior School to access and use Moonpenny fields during term time on the understanding that the council will ensure the grass in that area is cut either first thing in the morning or at the end of the day and if there is any requirement to change this, the Council will inform the school.

Members discussed a request from a local resident who has leukaemia to use Cliffe Park for the end of a Charity Bike, which her brother is doing from Norwich to Dronfield to raise money for Blood Cancer UK and the Royal Hallamshire Hospital.

It was RESOLVED to grant permission for Cliffe Park to be used on Sunday 12<sup>th</sup> September for the end of a charity bike ride.

Members were informed that the bowling greens had a disease on the grass which required treating, however it was queried whether the cost for this was already included in the ongoing maintenance costs paid.

It was RESOLVED to check the original work quoted for and to gain a quote for treating the disease.

**16. Date of next Meeting**

It was RESOLVED to hold the next committee meeting on Monday 11<sup>th</sup> October at 9:30am at the Civic Hall.

The meeting closed at 11:40am.

**Minutes of the Events Committee of Dronfield Town Council  
Meeting held on 14<sup>th</sup> September 2021 at 9:30am held via Zoom**

**Present:** Cllr. S. Burkitt, Cllr. M. Emmens (Chair) and Cllr A Powell

**In attendance:** J. Mitchell (Assistant Town Clerk), and R. Dick (Outside Services Manager)

**1. Apologies**

Cllr R Hall and Cllr R Welton sent their apologies.

**2. Declaration of Interests**

There were no declarations of interests.

**3. Civic Service**

Members were informed that 22 people from local community groups had confirmed their attendance and that invites will appear in the next issue of the Dronfield Eye and Churches Together communication. The Parish Young Voices Choir have confirmed they will be performing at the service and two hymns will also be performed. Refreshments will also be provided and served by councillors.

It was RESOLVED to note this update.

**4. Halloween Event**

Members were informed that no details had been confirmed by the fairground operator for the Halloween event, they therefore discussed holding a colouring competition and pumpkin competition.

It was RESOLVED to organise a pumpkin colouring competition and a pumpkin decorating competition, with entries photographed and emailed in to enter.

**5. Remembrance Day Parade**

Members were informed that invites had now been sent out to all local community organisations regarding the parade. Members were also informed that unfortunately the previous bass drummer could no longer play at the beginning of the parade and alternative players were being sought.

It was RESOLVED to note this update.

**6. Christmas Events**

Members were informed that the partial car park closure application has been completed and submitted, the Christmas trees have been ordered and enquiries had been received from stall holders for the Christmas Fest. The road closure application has been requested from NEDDC and will be submitted shortly.

It was RESOLVED to note these updates.

**7. Any other business**

There was no other business discussed.

**8. Date of next meeting**

It was RESOLVED to hold the next meeting on Monday 4<sup>th</sup> October at 9:30am via Zoom.

The meeting closed at 9.47am.

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

**Held in the Council Offices on Monday 20<sup>th</sup> September at 9:30am**

**Present:** Cllr K. Tait

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

### **1. Appointment of Chair**

This item was deferred to the next committee meeting.

### **2. Apologies**

Cllr P. Parkin sent his apologies.

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

There were no declarations of interest.

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

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

There are currently 19 tonnes in storage and the bins are all currently full.

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

There are currently 2 spare bins in stock and 8 have been ordered.

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

There are five bins to replace on route one and three bins to replace on route two.

#### **Vehicle to transport grit**

There is currently no 4 x 4 works vehicle due to the break-in at the depot. There are two vehicles on hire, which could be used in good weather, but in bad weather there is currently no vehicle available to use to refill the grit bins. A recommendation is being put to council at the extraordinary council meeting being held on 20<sup>th</sup> September.

It was RESOLVED to note this update.

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

Members were informed that last year new grit bins were installed at the following locations and DCC have only given permission for the one at Stubble Drive to remain, however the other two are currently still in location on the recommendation of the Outside Services Manager;

- Stubble Drive
- Burns Drive
- Links Rd / Salisbury Rd

There have been no new request for grit bins.

It was RESOLVED to note this update.

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

Members discussed the possible purchase of a new quad bike, which could have multiple attachments including a snow plough and grit spreader. The need for a tracker on this type of vehicle was also discussed.

It was RESOLVED to note this and support any decision by the Properties Committee to purchase a road legal quad-bike.

Meeting closed 9:57am

**Notes of the meeting of the Environmental Advisory Committee  
Held virtually via Zoom on Monday 20<sup>th</sup> September 2021 at 10:00am**

**Present:** Cllr M Hanrahan (Chair), Cllr L Deighton, Cllr M Ireland, Cllr R Spooner and Cllr W Jones

**In attendance:** J. Mitchell (Assistant 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. Electric Vehicle**

Members were informed that the order, had now been placed, to put the artwork on the electric vehicle – this had been delayed due to the break-in at the work depot, so it should be on in the next couple of weeks.

It was RESOLVED to note this update.

**4. One Planet Matters**

No feedback had been received from Cllr M Foster regarding One Planet Matters.

It was RESOLVED to defer this item to the next committee meeting.

**5. Tree Work**

Members received a copy of the report from the Woodland Creation Officer from the South Yorkshire Woodland Creation Trust in relation to a meeting held with the Outside Services Manager. The Outside Services Manager also informed members that a quote of £4,800 had been received to carry out all the required tree work within Sindelfingen Park. Members were reminded of the importance of carrying out the tree work required as soon as possible.

It was RESOLVED to note this update and gain two further quotes for the tree work in Sindelfingen and to contact the Woodland Creation Officer to request a quote for further consultancy on the potential areas to plant trees.

**6. Tree Policy**

Members received a copy of the current Tree Policy to review, and a number of suggestions were made including the following.

- Ensure the policy states the Environmental Committee, not the Properties Committee now
- Include reference to any new trees being native UK trees from a UK nursery
- Include reference to a programme of annual work being undertaken on the trees to line up with the budget.
- Specify in an emergency if the remains of the cut up tree would be removed from site.



- Review the clarity of the wording regarding potential work not meeting residents expectations.
- Clarify whether there are any ancient trees listed within Dronfield.
- Include reference to monitoring Ask Die Back to help maintain trees in an appropriate time
- Include reference to suggested planting areas and the best types of trees to be planted within each specified area.

It was RESOLVED to update the Tee Policy and bring back to the next Committee Meeting.

### **7. Wildflower Meadows**

Members discussed the success of the wildflower meadows this year and whether outside services could plant and maintain the areas in the future.

It was RESOLVED to gain a quote from Pictorial Meadows for wildflower meadows at both Hilltop and Sindelfingen in 2022 and a quote for just Sindelfingen and to research any other companies that may be able to quote for this project.

### **8. Correspondence**

Members were informed of correspondence received from residents regarding the felling of trees along the railway line on land owned by the Town Council.

It was RESOLVED to respond to the residents to inform them that meetings have been held with the contractors' and hedgerows and a select few trees will be planted to replace the tree cut down.

### **9. Any other business**

Cllr Hanrahan referred to the second report received regarding the council's carbon footprint.

It was RESOLVED to defer this item to the next committee meeting.

### **10. Date of next meeting**

It was RESOLVED to hold the next Environmental Committee Meeting on Monday 18<sup>th</sup> October at 10am.

Meeting closed at 10:36am.

**Minutes of the Meeting of the Properties Advisory Committee of Dronfield Town Council held virtually via Zoom on Monday 20<sup>th</sup> September 2021 at 2:00pm**

**Present:** Cllr. A. Powell (Chair), Cllr. S. Burkitt, Cllr. R. Hall, Cllr. M. Hanrahan and Cllr. R. Spooner

**In attendance:** A. Tristram (Town Clerk), J. Mitchell (Assistant Town Clerk) and R. Dick (Outside Services Manager), Richard Milne (DTFC) and Pat Williams (DTFC)

Please note: the agenda items were varied slightly.

**1. Dronfield Town Football Club**

Members discussed a number of issues and concerns with Dronfield Town Football Club regarding the ongoing lease, funding applications and general communication.

It was RESOLVED to arrange a meeting between Coal Aston Cricket Club, Dronfield Town Football Club and the Town Council to discuss the issuing that still need to be resolved regarding the lease.

It was RESOLVED to have one point of contact at Dronfield Town Football Club and that would be Richard Milne and the Town Clerk would be the point of contact at the Council.

It was RESOLVED to schedule in regular meetings between the football, club, cricket club and Council going forwards.

The meeting was adjourned for five minutes.

Cllr. R. Hall, R. Milne and P. Williams left the meeting.

**2. Apologies**

Cllr A. Foster sent her apologies.

**3. Declaration of Interests**

There were no declarations of interest.

**4. Vehicle Replacement**

Members reviewed a proposal to replace one of the stolen vehicles with an Isuzu D-Max single cab 4 x 4 with an aluminium drop-side body and due to the current shortage of vehicles a quick decision needed to be made. Members were informed that quotes and options to replace the stolen tipper were still being gathered.

It was RESOLVED to recommend to council to purchase Isuzu D-Max single cab 4 x 4 with an aluminium drop-side body at a total cost of £27,919 + VAT.

It was RESOLVED to bring back quotes and options to replace the stolen tipper to the next Properties Committee Meeting.

Members were also informed that a road legal replacement quad bike and various attachments were required, as the current quad bike is not road legal.

It was RESOLVED to bring back quotes for the quad bike and various attachments to the next Properties Committee Meeting.

**5. Vehicle Trackers**

The Outside Services Manager gave members a verbal quote on the potential costs for a vehicle tracker, which was £300 plus an annual subscription of £399.

It was RESOLVED to agree in principle to the installation of vehicle trackers, but to bring back exact costs and quotes to the next Properties Committee Meeting.

**6. Gosforth Drive Bus Shelter**

Members were informed that Derbyshire County Council had offered to remove and replace two bus shelters on Gosforth Drive and that they would cover 100% of the groundwork costs and 50% of the shelter costs for two new bus shelters to help improve accessibility.

It was RESOLVED to recommend to council that the offer from Derbyshire County Council to cover 100% of the groundwork costs and 50% of the shelter costs to remove and replace two bus shelters on Gosforth Drive near the flyover, is accepted with the cost to the council estimated to be £4,200.

#### **7. Dronfield Community Market**

Members were informed that Dronfield Community Market had made enquiries to hold the market in the Civic Hall between October and March. The commercial hire rate had been quoted to them, however they have now requested a discounted rate to hire the Civic Hall. Members discussed the request for a discounted rate.

It was RESOLVED to contact the organisers of the market to gain further information about the rates they are charging stall holders and to calculate the potential loss of revenue from other bookings and bring this back to the next Properties Committee Meeting.

#### **8. Coal Aston Football Pitches**

Members were informed that a survey had been carried out on the drainage at Coal Aston Football Pitches and many of the drains were damaged or broken.

It was RESOLVED to gain information regarding possible funding options to carry out the work required on the pitches to make them safe and playable again and bring this back to the next Properties Committee Meeting.

#### **9. Gorseybrigg Car Park**

Members were informed that a representative of the scouts had complained about the recent installation of parking signs at Gorseybrigg car park regarding a 3hr parking limit.

It was RESOLVED to check the lease for the Scout Hut regarding the inclusion of any parking spaces and if there is no reference to provide the scouts with three parking permits as requested.

#### **10. IT System**

The Clerk informed members that council had previously agreed to costs to improve the council IT system, however with the change in working practices since the pandemic, the requirements had been reviewed and updated and a new proposal was presented to members.

It was RESOLVED to recommend to council that Cloudy IT is used to provide the following IT requirements, which are approved with a one-off cost of £2,915 and ongoing annual costs of £5,388.40.

- Microsoft 365 Business Premium – 6 licences
- Microsoft Defender for Endpoint - 6 licences
- Microsoft 365 Business Basic – 19 licences for councillors
- Datasafe Cloud – 10 licences
- Virtual Machine for RBS software – 1
- End user support – 6 users
- Pre-paid support for councillors

##### One-off installation costs

- Data architecture / scoping
- Email and Data Migration
- Sharepoint / Teams Configuration
- Office 365 Device Deployment
- Staff Training
- Councillor Training
- Set Up and configuration of Rialitas
- Service Review

#### **11. Snape Hill Bus Shelter**

Members were informed that there had been a delay on the installation of this bus shelter on Snape Hill Lane, but it would be installed week commencing 27<sup>th</sup> September 2021.

It was RESOLVED to note this update.

#### **12. CCTV**

It was RESOLVED to defer this item to the next Properties Committee Meeting.

#### **13. Dronfield Woodhouse**

Members were informed that a request had been received from Richmond Cricket Club to play on the cricket pitch at Dronfield Woodhouse next season, but a few maintenance issues had been raised. Members were made aware that the council was not currently paying for the maintenance of the cricket pitch as the ground's maintenance company was charging the clubs directly.

It was RESOLVED to check with the other cricket team, Sheffield Collegiate, about their plans for the 2022 season and whether they are planning on playing at Dronfield Woodhouse again and then bring back further details to the next Properties Committee Meeting.

#### **14. Bowling Club Leases**

Members were informed that of the three leases in place for use of the bowling pavilions, with the three bowling clubs, two had expired and the option was either to draft a new lease for the three clubs or carry over the current agreement in place. Members were informed of the current fees charged for use of the bowling pavilions and utility costs.

It was RESOLVED to continue the current lease agreements with Coal Aston, Cliffe Park and Dronfield Woodhouse Bowling Clubs, review an increase in the current charges for lease of the pavilions and make arrangements for each of the bowling clubs to pay for their own utility bills for the pavilions.

#### **15. Dronfield Woodhouse Sports & Social Club**

Members were informed that no response had been received from a letter sent on 4<sup>th</sup> August regarding a number of concerns and permission had also not been requested to use the recreation ground for the Great Fire of Dronfield, so no risk assessments had been received.

It was RESOLVED to request a response to the concerns outlined in the letter sent on 3<sup>rd</sup> August 2021 and to also write to Dronfield Woodhouse Sports & Social Club regarding the protocols and procedures in place to request permission for the Great Fire of Dronfield.

#### **16. Hilltop Road**

Members were informed that there had been no update from NEDDC with regards to the issues at Hilltop Road, previously discussed.

It was RESOLVED to note this update.

#### **17. Any other business**

Cllr Burkitt raised concerns about the parking space on Church Street and the same two cars being parked there all day.

It was RESOLVED to write to Derbyshire County Council to request that the parking spaces on Church Street are monitored and any vehicles breaking the time limit are ticketed.

The Town Clerk gave a brief update on the Civic Hall lease and informed members that feedback from Counsel was the arguments put forward by Bell & Buxton were unlikely to be successful.

It was RESOLVED to note this update and bring the full feedback to the next Properties Committee Meeting.

Cllr Powell requested an update on a tree matter at Falkland Rise. The Outside Services Manager informed members that the tree had been inspected by an independent tree surgeon and that work will be booked in as soon as possible.

It was RESOLVED to note this update.

Cllr Hanrahan request the wi-fi speed in the Civic Hall on behalf of the U3A group, as they would like to hold hybrid meetings from the venue.

It was RESOLVED to send Cllr Hanrahan a copy of the details already sent to the U3A regarding this matter.

The meeting closed at 4:10pm.

# Dronfield Town Council

## Commercial Use of Parks Policy

Dronfield Town Council, own and maintain eleven parks across Dronfield including Cliffe Park and Sindelfingen Park. Our parks are the perfect venue for a range of public and private events. For many events, venue hire is free of charge. Events could include:-

- Community or Charity Fun days
- Birthday parties & large picnics
- Charity Music Festivals

Events can take a lot of planning and we strongly recommend that you allow yourself plenty of time from your initial enquiry to the event date.

For large events and sporting activities, you will need to provide more information, the essential requirements for a fitness or coaching activity are (but not limited to):

- Public Liability Insurance to the minimum value of £5m cover (£10m if the activity involves children)
- Employee Liability Insurance (if necessary)
- Disclosure Barring Service check/overview (DBS)
- Risk assessment (including Covid-19 secure measures)
- Relevant qualifications/certificates
- First aid certificate
- Price list

An indication of the costs involved can be seen below;

### Charges for the hire of the park - depending on the size of event and its impact on other park users

	<b>Charity/Non-profit Rate</b>	<b>Commercial Rate</b>
<b>Fitness Classes</b>	FOC	Site Fee £10 per session only
<b>Events (based on number of people attending)</b>		
1 – 10 people	FOC	£5 per person
11 – 50 people	On application	£10 per person
51 – 100 people	On application	£15 per person
100+ people	On application	£20 per person

There may also be additional costs incurred if the park is not left as it was found or utilities have been used without permission;

Electricity for the event	based on meter readings
Water for the event	based on meter readings

Fencing for the event	based on size of event
Staff assistance for the event	£40 per hour
Litter Pick following the event	£20 per hour

Please always keep in mind that the parks in Dronfield are for the public's use and enjoyment and may not be used exclusively by any one person or group.

The right to use the park may be withdrawn at any time if the conditions of use of not being adhered to.

To make an enquiry please email your request and plans to the Town Clerk at [townclerk@dronfield.gov.uk](mailto:townclerk@dronfield.gov.uk) or call the office on 01246 418573.

DRAFT

## **Town Clerk's Report**

### **Council Meeting to be held on 4<sup>th</sup> October 2021**

#### **Items for Decision**

**Great Fire of Dronfield** – to review the plans in place for the Great Fire of Dronfield, organised by the Dronfield Woodhouse Sports & Social Club and to decide whether to grant permission for the event to go ahead, based on the plans in place.

#### **Items for Information**

**Derbyshire County Council** – Emergency Road Closure notices for Carr Lane, Hallows Lane and Church Street (circulated electronically)

**Derbyshire County Council** – Emergency Footpath Closure notices for Footpath 73. (circulated electronically)

**NEDDC** – Taxi Licensing Policy Consultation running from 20<sup>th</sup> September to 22<sup>nd</sup> November 2021

#### **Correspondence Received**



**DERBYSHIRE COUNTY COUNCIL**  
**EMERGENCY TEMPORARY ROAD CLOSURE**  
**Carr Lane, Dronfield Woodhouse**

**WHEN:** 14th September 2021 to 15th September 2021

**WHERE:** Carr Lane, Dronfield Woodhouse between a point 80 metres south west of its junction with Wentworth Rd for a distance of 80 metres in a south westerly direction\_\_\_\_\_.

**REASON:** To facilitate carriageway resurfacing works.\_\_\_\_\_.

**ALTERNATIVE ROUTE:** Carr Lane (from point of closure), Pentland Road, Leabrook Road, Carr Lane (to point of closure) Dronfield Woodhouse 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**  
**EMERGENCY TEMPORARY ROAD CLOSURE**  
**Church Street, Dronfield**

**WHEN:** 28th September 2021 to 30th September 2021 07:00 to 16:00 each day

**WHERE:** Church Street Dronfield between a point 65 metres north of its junction with Fanshaw Bank to a point 70 metres east of its junction with Fanshaw Bank.\_\_\_\_\_.

**REASON:** To facilitate urgent tree felling works.\_\_\_\_\_.

**ALTERNATIVE ROUTE:** Church Street (from point of closure), School Lane, Gomersal Lane, Gosforth Lane, High Street, Church Street (to point of closure) Dronfield 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.

This notice is given 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  
EMERGENCY  
TEMPORARY FOOTPATH CLOSURE  
PUBLIC FOOTPATH NO.73 DRONFIELD &  
PUBLIC FOOTPATH NO.52 UNSTONE**

**WHEN: 13<sup>th</sup> September 2021 to 10<sup>th</sup> October 2021**

**WHERE: Close Public Footpath No.73 from its Junction with Public Footpath No.53 to its Junction with Public Footpath No.52. Close Public Footpath No.52 from its Junction with Public Footpath No.11 to its Junction with Public Footpath No.73.**

**REASON: To facilitate public safety due to damage to the surface of the Footpath.**

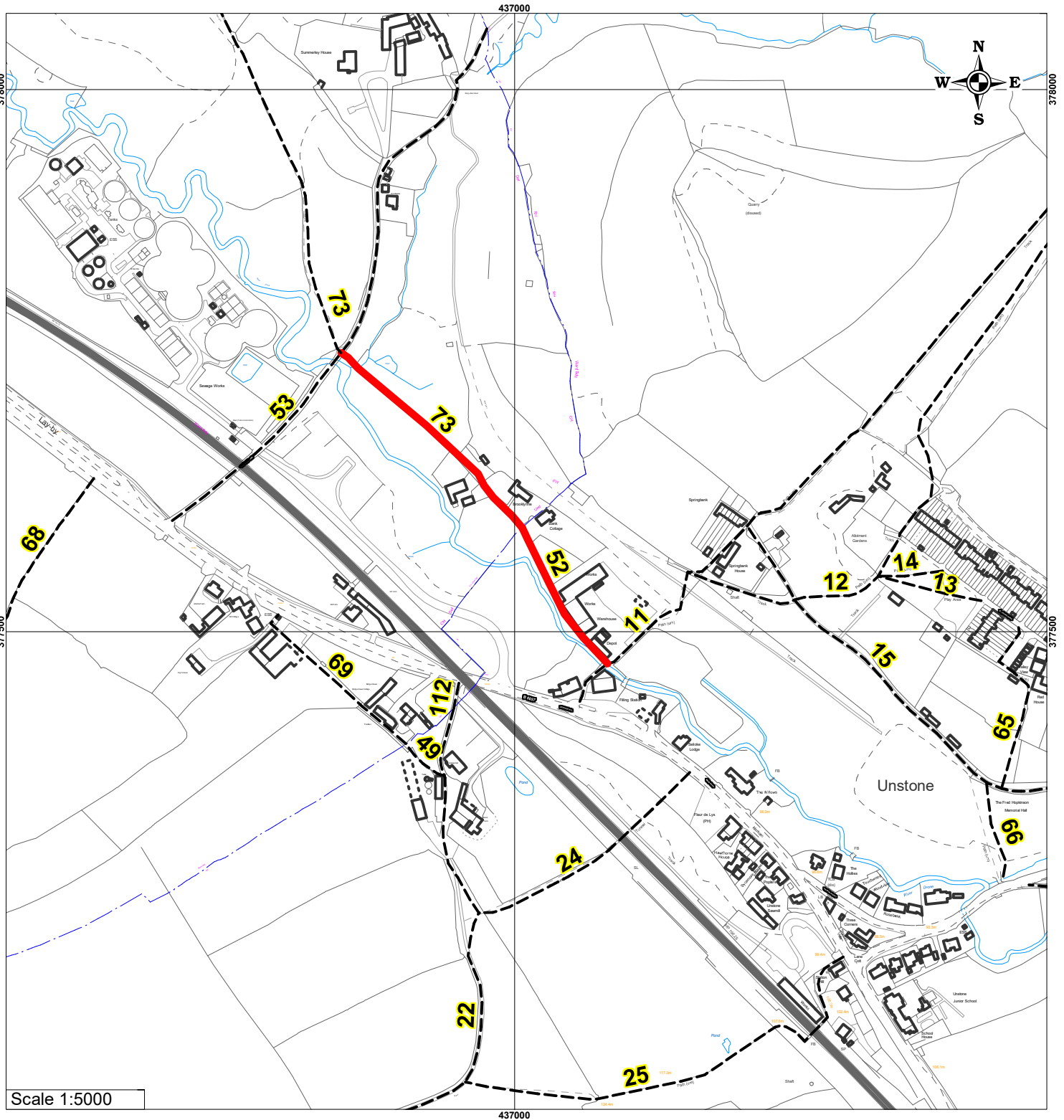
**ALTERNATIVE ROUTE: No Alternative Route Is Recommended.**

**Access will be maintained, whenever reasonably possible, on the affected length of footpath. The footpath 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 01629 533190.**

**The County Council intends to make 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, County Hall,  
MATLOCK DE4 3AG**



Scale 1:5000

Road Traffic Regulation Act 1984 s14

## TEMPORARY CLOSURE

PUBLIC FOOTPATH NO.73 DRONFIELD & NO.52 UNSTONE

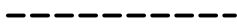
**PATH  
CLOSED**



**PARISH  
BOUNDARY**



**UNAFFECTED  
FOOTPATH**



Produced by Public Rights of Way

Ref:

© Crown copyright and database rights [2021].  
Ordnance Survey [100023251].

You are not permitted to copy, sub-licence,  
distribute or sell any of this data to third parties  
in any form.



**Chris Henning**

Executive Director - Place  
Derbyshire County Council  
County Hall  
Matlock  
DE4 3AG

**DERBYSHIRE COUNTY COUNCIL**  
**EMERGENCY TEMPORARY ROAD CLOSURE**  
**Hallowes Lane, Dronfield**

**WHEN:** 13th September 2021 to 14th September 2021

**WHERE:** Hallowes Lane, Dronfield between its junction with the B6057 Chesterfield Road and its junction with Quoits Green. \_\_\_\_\_.

**REASON:** To facilitate carriageway surfacing works. \_\_\_\_\_.

**ALTERNATIVE ROUTE:** B6057 Chesterfield Road, Cemetery Road, Hallowes Lane (to point of closure) Dronfield 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

**From:** Licensing Consultation NEDDC <Licensing.Consultation@ne-derbyshire.gov.uk>  
**Sent:** 22 September 2021 19:16  
**To:** Licensing Consultation NEDDC  
**Subject:** NEDDC Taxi Licensing Policy Consultation

Dear Sir/Madam

**NEDDC Taxi Licensing Policy Consultation - 2021**

North East Derbyshire District Council is consulting on its Draft Taxi Licensing Policy.

In July 2020 the Department for Transport issued their revised Statutory Taxi and Private Hire Vehicle Standards. The guidance outlines a minimum core standard which local Councils are expected to adopt in relation to Taxi Licensing. The expectation from the Department for Transport is that these standards should be adopted as a minimum standard unless there is a compelling local reason not to.

In light of the new standards, North East Derbyshire District Council has undertaken a full review of their Taxi Licensing Policy and would like your feedback on the proposed changes.

To view the details of the consultation and to have your say, please visit

<https://www.askderbyshire.gov.uk/index.php/component/consultation/336?view=consultation> .

Kind regards

**Licensing Team**

Joint Environmental Health Service  
North East Derbyshire and Bolsover District Council  
District Council Offices  
2013 Mill Lane  
Wingerworth  
Chesterfield  
S42 6NG

## Section 1 – Annual Governance Statement 2020/21

We acknowledge as the members of:

Dronfield Town Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2021, that:

	Agreed		
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		<i>prepared its accounting statements in accordance with the Accounts and Audit Regulations.</i>
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		<i>made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.</i>
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		<i>has only done what it has the legal power to do and has complied with Proper Practices in doing so.</i>
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		<i>during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.</i>
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		<i>considered and documented the financial and other risks it faces and dealt with them properly.</i>
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		<i>arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.</i>
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		<i>responded to matters brought to its attention by internal and external audit.</i>
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		<i>disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.</i>
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
	✓		

\*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

07/06/21

and recorded as minute reference:

041/21-22

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman



Clerk



www.dronfield.gov.uk

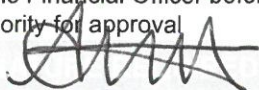
## Section 2 – Accounting Statements 2020/21 for

Dronfield Town Council

	Year ending		Notes and guidance
	31 March 2020 £	31 March 2021 £	
1. Balances brought forward	889,232	981,187	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	810,369	821,456	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	160,698	201,612	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	330,352	340,973	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	34,527	33,207	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	514,233	594,426	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	981,187	1,035,649	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	1,013,560	1,101,609	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – <b>To agree with bank reconciliation.</b>
9. Total fixed assets plus long term investments and assets	3,672,124	3,784,301	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	154,442	128,788	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets.
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	N.B. The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2021 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval



Date

04/06/21

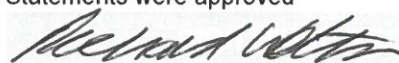
I confirm that these Accounting Statements were approved by this authority on this date:

07/06/21

as recorded in minute reference:

042/21-22

Signed by Chairman of the meeting where the Accounting Statements were approved





### Section 3 – External Auditor Report and Certificate 2020/21

In respect of **Dronfield Town Council – DE0248**

#### 1 Respective responsibilities of the body and the auditor

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2021; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

Our responsibility is to review Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with guidance issued by the National Audit Office (NAO) on behalf of the Comptroller and Auditor General (see note below). Our work **does not** constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and **does not** provide the same level of assurance that such an audit would do.

#### 2 External auditor report 2020/21

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

#### 3 External auditor certificate 2020/21

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2021.

External Auditor Name

**PKF LITTLEJOHN LLP**

External Auditor Signature

Date

22/09/2021

\* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website ([www.nao.org.uk](http://www.nao.org.uk))

## BANK ACCOUNT-NO 1

## List of Payments made between 01/08/2021 and 31/08/2021

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
04/08/2021	Water Plus	ddr	569.17		Water C/Park 15.4-15.7.21
05/08/2021	Post Office Ltd	ddr	4,836.26		Interest HMRC Payment Error
05/08/2021	NEDDC - CHURCH ST CAR PARK	ddr	140.00		Rates - Church Street 21/22
05/08/2021	NEDDC CLIFF PARK	ddr2	494.00		Rates - Gos Lodge 21/22
05/08/2021	NEDDC - DRONFIELD	ddr3	150.00		Rates-Dron Woodhouse 21/22
05/08/2021	NEDDC - CIVIC HALL	ddr4	2,495.00		Rates - Civic Hall 21/22
05/08/2021	NEDDC - COAL ASTON	ddr5	439.00		Rates - Coal Aston 21/22
06/08/2021	Gamma Business Communications	ddr6	117.38		Telephonje Contract- July
06/08/2021	Water Plus	ddr2	104.83		Water-S/L fields 15.4-22.7.21
08/08/2021	OPUS - 42 Cemetery Road (Lodge	ddr7	126.98		Electric-Cemetery-23.6-24.7.21
09/08/2021	Plusnet PLC	ddr8	54.80		Broadband - Civic Hall August
09/08/2021	Water Plus	ddr3	47.12		Water Bowling CP 17.4-23.7.21
10/08/2021	HSBC Bank Plc	ddr9	13.05		Bank Charges Jun/July
10/08/2021	HSBC Bank Plc	ddr10	47.60		Bank Charges - June 21
10/08/2021	TALKTALK DIRECTDEBIT	ddr4	29.00		Broadband-Works Unit Aug 21
11/08/2021	O2 Direct Debit	ddr11	113.35		Mobile Phone Contract-August
11/08/2021	PHS Group Plc	ddr12	143.18		Sanitary Dispose 15.8-14.11.21
11/08/2021	Creative Play (UK) Ltd	ddr4	255.00		Zip Wire/Climbing wall repairs
12/08/2021	Business Stream	ddr13	6.23		Water-Bowling C/P 21.4-23.7.21
13/08/2021	BACS P/L Pymnt Page 2841	BACS Pymnt	80,850.23		BACS P/L Pymnt Page 2841
13/08/2021	HSBC BACS SALARIES	BACS	18,907.50		BACS Salaries August
13/08/2021	Information Commissioner's Off	ddr5	35.00		ICO Membership to 15.8.22
15/08/2021	NEDDC Cemetery Lodge	ddr16	686.00		Rates - Cemetery 21/22
16/08/2021	NEDDC - WORKS UNIT	ddr15	484.00		Rates-Works Unit 21/22
17/08/2021	FuelGenie	ddr	426.24		Fuel for Vehicles - July
18/08/2021	HSBC Bank Plc	ddr	32.00		Annual Fee - HSBC Card
18/08/2021	HSBC Bank Plc	ddr2	32.00		HSBC Purchasing Card Fee
18/08/2021	HSBC Bank Plc	ddr3	32.00		HSBc Purchasing card Fee
19/08/2021	BACS P/L Pymnt Page 2855	BACS Pymnt	13,738.01		BACS P/L Pymnt Page 2855
20/08/2021	NEST	DDR	514.31		NEST Pension Deductions
20/08/2021	Business Stream	ddr17	123.77		Water-Cem Lodge-8.4-8.8.21
20/08/2021	Contract Natural Gas Ltd	ddr18	65.39		Gas - Stonelow - July
20/08/2021	Contract Natural Gas Ltd	ddr19	10.21		Gas - Gosforth Lodge July
23/08/2021	British Gas Trading Ltd	ddr	171.23		Gas - Civic Hall - July
23/08/2021	Personnel Advice & Solutions L	ddr2	120.00		Personnel Advice - Aug 21
23/08/2021	OPUS - Small Pavillion Stone	ddr	14.91		Electric-Sml Pav S/Low -July
23/08/2021	OPUS - Civic Hall	ddr2	262.27		Electric-Civic Hall-July
23/08/2021	OPUS - Church Street	ddr3	8.14		Electric-Church St - July
23/08/2021	OPUS - Coal Aston Pavilion	ddr4	24.20		Electric-C/A Pavilion July
23/08/2021	OPUS - Main Pavillion Stonelow	ddr5	133.61		Electric-Main Pav S/Low July
23/08/2021	OPUS - Cliffe Park	ddr6	632.62		Electric-Cliffe Park July
23/08/2021	Cricket Shed, Stonelow	ddr7	9.30		Electric-Cricket Shed-July
23/08/2021	Spitfire Network Services Ltd	ddr	39.60		Alarm line rental - August
24/08/2021	BACS P/L Pymnt Page 2863	BACS Pymnt	-6.00		BACS P/L Pymnt Page 2863
24/08/2021	Cathedral Leasing Ltd	ddr20	265.18		Nappy Bins contract x 3
24/08/2021	IRIS Payroll Solutions Ltd	ddr	22.85		Auto Enrolment package
24/08/2021	IDMobile	ddr6	6.00		Sim Card - Office

## BANK ACCOUNT-NO 1

## List of Payments made between 01/08/2021 and 31/08/2021

---

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
25/08/2021	IDMobile	ddr21	9.03		SIM Card - Office Mobile
25/08/2021	IDMobile	ddr7	6.00		Sim Card - Office
26/08/2021	Business Stream	ddr22	220.20		Water -Civic Hall 17.5-12.8.21
27/08/2021	British Gas Trading Ltd	ddr23	8.17		Gas - Works unit -July
31/08/2021	Westfield Health Direct D	ddr24	47.10		Westfield deductions-August

---

<b>Total Payments</b>			<u>128,113.02</u>		
-----------------------	--	--	-------------------	--	--

Cash Received between 01/08/2021 and 31/08/2021

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
19/08/2021	Jamie Raywood	chq	Gala - Rides donation	150.00
01/08/2021	Sales Recpts Page 4701		Sales Recpts Page 4701	160.24
01/08/2021	Sales Recpts Page 4702		Sales Recpts Page 4702	2,200.00
16/08/2021	Sales Recpts Page 4704		Sales Recpts Page 4704	52.00
16/08/2021	Sales Recpts Page 4705		Sales Recpts Page 4705	307.50
19/08/2021	Sales Recpts Page 4706		Sales Recpts Page 4706	341.70
16/08/2021	Sales Recpts Page 4707		Sales Recpts Page 4707	341.70
17/08/2021	Sales Recpts Page 4708		Sales Recpts Page 4708	341.70
19/08/2021	Sales Recpts Page 4709		Sales Recpts Page 4709	50.50
19/08/2021	Sales Recpts Page 4710		Sales Recpts Page 4710	307.50
19/08/2021	Sales Recpts Page 4711		Sales Recpts Page 4711	307.50
19/08/2021	Sales Recpts Page 4712		Sales Recpts Page 4712	341.70
19/08/2021	Sales Recpts Page 4715		Sales Recpts Page 4715	50.50
19/08/2021	Sales Recpts Page 4716		Sales Recpts Page 4716	40.00
20/08/2021	Sales Recpts Page 4717		Sales Recpts Page 4717	36.00
20/08/2021	Sales Recpts Page 4718		Sales Recpts Page 4718	36.00
20/08/2021	Sales Recpts Page 4719		Sales Recpts Page 4719	433.00
02/08/2021	Sales Recpts Page 4720		Sales Recpts Page 4720	5,232.00
24/08/2021	Sales Recpts Page 4721		Sales Recpts Page 4721	683.40
24/08/2021	Sales Recpts Page 4722		Sales Recpts Page 4722	134.40
26/08/2021	Sales Recpts Page 4723		Sales Recpts Page 4723	86.00
24/08/2021	Sales Recpts Page 4724		Sales Recpts Page 4724	10.00
31/08/2021	Sales Recpts Page 4725		Sales Recpts Page 4725	156.80
26/08/2021	Sales Recpts Page 4731		Sales Recpts Page 4731	341.70
25/08/2021	Sales Recpts Page 4732		Sales Recpts Page 4732	125.00
25/08/2021	Sales Recpts Page 4733		Sales Recpts Page 4733	800.00
24/08/2021	Sales Recpts Page 4734		Sales Recpts Page 4734	341.70
24/08/2021	Sales Recpts Page 4735		Sales Recpts Page 4735	173.00
20/08/2021	Sales Recpts Page 4736		Sales Recpts Page 4736	307.50
24/08/2021	Saxton Mee	bacs	Lodge Rent/Water/Agent Fee	795.80
Total Receipts				14,684.84

Bank Reconciliation Statement as at 23/09/2021  
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	31/08/2021	0	836,303.68
			<u>836,303.68</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
07/09/2021 BACS Pymnt BACS P/L Pymnt Page 2859		71,025.41	
			<u>71,025.41</u>
			765,278.27
<u>Receipts not Banked/Cleared (Plus)</u>			
24/08/2021 Cash		10.00	
26/08/2021 Chq		86.00	
31/08/2021 bacs		156.80	
02/09/2021 bacs		375.87	
03/09/2021 party refu		-101.00	
03/09/2021 refunds		-110.00	
07/09/2021 bacs		41.00	
07/09/2021 bacs		22.40	
08/09/2021 bacs		307.50	
09/09/2021 bacs		35.00	
10/09/2021 BACS		341.70	
			<u>1,165.27</u>
			766,443.54
		Balance per Cash Book is :-	766,443.54
		Difference is :-	0.00

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2021

Month No: 5

## 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>101 CIVIC HALL</u>								
1001 RENT RECEIVED	150	0	0	0			0.0%	
1010 LETTING INCOME	5,768	4,850	25,000	20,150			19.4%	
1013 LETTING INCOME (Commercial)	0	(1,080)	0	1,080			0.0%	
1071 NEDDC GRANTS (Covid-19)	39,500	0	0	0			0.0%	
	<u>45,418</u>	<u>3,770</u>	<u>25,000</u>	<u>21,230</u>			<u>15.1%</u>	<u>0</u>
CIVIC HALL :- Income								
4001 STAFF COSTS	22,493	25,465	32,220	6,755		6,755	79.0%	
4011 RATES	0	24,950	24,950	0		0	100.0%	
4012 WATER	2,124	382	4,500	4,118		4,118	8.5%	
4014 ELECTRICITY	5,442	700	6,000	5,300		5,300	11.7%	
4015 GAS	4,740	1,280	5,000	3,720		3,720	25.6%	
4018 WASTE DISPOSAL	1,123	589	1,500	911		911	39.3%	
4020 MISCELLANEOUS EXPENSES	475	267	1,000	733		733	26.7%	
4021 TELEPHONE COSTS	0	(13)	0	13		13	0.0%	
4025 INSURANCE	988	0	1,000	1,000		1,000	0.0%	
4036 PROPERTY MAINTENANCE	5,338	98	4,000	3,902		3,902	2.5%	
4038 MAINTENANCE CTRCTS	1,744	604	2,000	1,396		1,396	30.2%	
4040 EQUIPMENT REPLACEMENT	755	2,400	1,000	(1,400)		(1,400)	240.0%	
4042 EQUIPMENT MAINTCE	753	45	1,000	955		955	4.5%	
4061 EXTERNAL CONTRACTOR FEES	0	0	1,500	1,500		1,500	0.0%	
4062 LICENCES (PREMISES)	0	155	0	(155)		(155)	0.0%	
4100 RENT - CIVIC HALL	171,961	89,761	179,522	89,761		89,761	50.0%	
	<u>217,936</u>	<u>146,682</u>	<u>265,192</u>	<u>118,510</u>	<u>0</u>	<u>118,510</u>	<u>55.3%</u>	<u>0</u>
CIVIC HALL :- Indirect Expenditure								
Net Income over Expenditure	<u>(172,517)</u>	<u>(142,912)</u>	<u>(240,192)</u>	<u>(97,280)</u>				
<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	73	107	0	(107)			0.0%	
	<u>658</u>	<u>107</u>	<u>585</u>	<u>478</u>			<u>18.3%</u>	<u>0</u>
PARKS & OPEN SPACES :- Income								
4011 RATES	1,396	1,397	1,450	53		53	96.4%	
4019 LITTER & DOG BIN EMPTYING	4,571	(1,123)	2,200	3,323		3,323	(51.0%)	
4034 ENVIRONMENTAL IMPROVEMENTS	1,119	8	3,000	2,992		2,992	0.3%	
4037 GROUNDS MAINTENANCE	0	7,865	26,000	18,135		18,135	30.2%	
4046 TREE WORKS MAINTENANCE	4,489	(2,816)	5,000	7,816		7,816	(56.3%)	
4048 BENCHES - RELACE/MAINT	2,328	0	1,500	1,500		1,500	0.0%	
4049 ENVIRONMENTAL DTC	9,775	(437)	7,750	8,187		8,187	(5.6%)	
4050 ENVIRONMENTAL GRANTS	0	0	7,750	7,750		7,750	0.0%	
4077 PLANTS & HANGING BASKETS	0	3,628	5,000	1,373		1,373	72.5%	

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4078 BOWLING GREEN MAINTENANCE	0	4,713	12,000	7,288		7,288	39.3%	
PARKS & OPEN SPACES :- Indirect Expenditure	23,677	13,234	71,650	58,416	0	58,416	18.5%	0
Net Income over Expenditure	(23,019)	(13,127)	(71,065)	(57,938)				
<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>								
4039 PARKS REFURBISHMENT	134,946	55,282	0	(55,282)		(55,282)	0.0%	
4042 EQUIPMENT MAINTCE	4,495	3,297	2,500	(797)		(797)	131.9%	
PLAY AREAS :- Indirect Expenditure	139,441	58,579	2,500	(56,079)	0	(56,079)	2343.2%	0
Net Expenditure	(139,441)	(58,579)	(2,500)	56,079				
<u>105 GOSFORTH LODGE</u>								
1010 LETTING INCOME	2,535	2,678	12,000	9,322			22.3%	
1071 NEDDC GRANTS (Covid-19)	21,003	0	0	0			0.0%	
GOSFORTH LODGE :- Income	23,538	2,678	12,000	9,322			22.3%	0
4001 STAFF COSTS	18,428	1,145	26,200	25,055		25,055	4.4%	
4011 RATES	0	4,940	4,940	(0)		(0)	100.0%	
4015 GAS	1,852	77	2,800	2,723		2,723	2.8%	
4020 MISCELLANEOUS EXPENSES	1,002	414	1,200	786		786	34.5%	
4021 TELEPHONE COSTS	290	100	600	500		500	16.6%	
4036 PROPERTY MAINTENANCE	11,245	392	4,000	3,608		3,608	9.8%	
4038 MAINTENANCE CTRCTS	1,326	110	1,000	890		890	11.0%	
4042 EQUIPMENT MAINTCE	295	0	900	900		900	0.0%	
GOSFORTH LODGE :- Indirect Expenditure	34,438	7,178	41,640	34,462	0	34,462	17.2%	0
Net Income over Expenditure	(10,900)	(4,500)	(29,640)	(25,140)				
<u>106 CLIFFE PARK</u>								
1001 RENT RECEIVED	0	0	81	81			0.0%	
1020 PITCH FEES	2,626	13,342	22,000	8,658			60.6%	
CLIFFE PARK :- Income	2,626	13,342	22,081	8,739			60.4%	0
4001 STAFF COSTS	18,437	1,145	26,200	25,055		25,055	4.4%	
4012 WATER	3,801	1,393	2,300	907		907	60.6%	

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4014 ELECTRICITY	9,211	2,695	6,500	3,805		3,805	41.5%	
4018 WASTE DISPOSAL	2,526	1,768	3,500	1,732		1,732	50.5%	
4036 PROPERTY MAINTENANCE	5,034	228	1,500	1,272		1,272	15.2%	
4037 GROUNDS MAINTENANCE	337	4,927	0	(4,927)		(4,927)	0.0%	
4038 MAINTENANCE CTRCTS	0	56	0	(56)		(56)	0.0%	
CLIFFE PARK :- Indirect Expenditure	39,346	12,212	40,000	27,788	0	27,788	30.5%	0
Net Income over Expenditure	(36,720)	1,131	(17,919)	(19,050)				
<u>107 CLIFFE PARK CAFE</u>								
1015 CAFE RENTAL INCOME	3,800	3,900	9,000	5,100			43.3%	
1080 MISC INCOME	802	0	0	0			0.0%	
CLIFFE PARK CAFE :- Income	4,602	3,900	9,000	5,100			43.3%	0
Net Income	4,602	3,900	9,000	5,100				
<u>109 COAL ASTON</u>								
1001 RENT RECEIVED	0	0	81	81			0.0%	
1020 PITCH FEES	120	0	750	750			0.0%	
1071 NEDDC GRANTS (Covid-19)	19,669	0	0	0			0.0%	
1077 GRANTS RECEIVED	7,249	0	0	0			0.0%	
COAL ASTON :- Income	27,038	0	831	831			0.0%	0
4011 RATES	0	4,391	4,391	(0)		(0)	100.0%	
4012 WATER	996	306	400	94		94	76.6%	
4014 ELECTRICITY	461	102	600	498		498	16.9%	
4015 GAS	227	1	1,600	1,599		1,599	0.1%	
4036 PROPERTY MAINTENANCE	1,072	2,411	1,000	(1,411)		(1,411)	241.1%	
4037 GROUNDS MAINTENANCE	8,914	538	1,000	462		462	53.8%	
4038 MAINTENANCE CTRCTS	479	216	500	284		284	43.2%	
4042 EQUIPMENT MAINTCE	356	0	500	500		500	0.0%	
COAL ASTON :- Indirect Expenditure	12,505	7,965	9,991	2,026	0	2,026	79.7%	0
Net Income over Expenditure	14,533	(7,965)	(9,160)	(1,195)				
<u>110 STONELOW REC</u>								
1001 RENT RECEIVED	45	0	45	45			0.0%	
1020 PITCH FEES	350	1,300	2,400	1,100			54.2%	
STONELOW REC :- Income	395	1,300	2,445	1,145			53.2%	0
4012 WATER	1,025	287	1,500	1,213		1,213	19.2%	
4014 ELECTRICITY	2,604	620	2,000	1,380		1,380	31.0%	



	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4015 GAS	1,042	417	1,200	783		783	34.7%	
4036 PROPERTY MAINTENANCE	393	0	500	500		500	0.0%	
4037 GROUNDS MAINTENANCE	725	0	1,000	1,000		1,000	0.0%	
4038 MAINTENANCE CTRCTS	373	144	600	456		456	24.0%	
4042 EQUIPMENT MAINTCE	356	0	750	750		750	0.0%	
STONELOW REC :- Indirect Expenditure	6,519	1,468	7,550	6,082	0	6,082	19.4%	0
Net Income over Expenditure	(6,124)	(168)	(5,105)	(4,937)				
<b>111 DRONFIELD WOODHOUSE REC</b>								
1001 RENT RECEIVED	320	160	401	241			40.0%	
1010 LETTING INCOME	0	(117)	0	117			0.0%	
1020 PITCH FEES	450	920	1,700	780			54.1%	
1071 NEDDC GRANTS (Covid-19)	18,335	0	0	0			0.0%	
DRONFIELD WOODHOUSE REC :- Income	19,105	964	2,101	1,137			45.9%	0
4011 RATES	0	1,497	1,497	0		0	100.0%	
4036 PROPERTY MAINTENANCE	11	0	500	500		500	0.0%	
4038 MAINTENANCE CTRCTS	0	12	0	(12)		(12)	0.0%	
DRONFIELD WOODHOUSE REC :- Indirect Expenditure	11	1,509	1,997	488	0	488	75.6%	0
Net Income over Expenditure	19,095	(545)	104	649				
<b>118 HIGHWAYS &amp; ST FURNITURE</b>								
4035 BUS SHELTER MAINTENANCE	11,716	0	5,000	5,000		5,000	0.0%	
4045 NOTICEBOARDS/SEATS/SIGNS	6,376	1,905	3,000	1,095		1,095	63.5%	
HIGHWAYS & ST FURNITURE :- Indirect Expenditure	18,092	1,905	8,000	6,095	0	6,095	23.8%	0
Net Expenditure	(18,092)	(1,905)	(8,000)	(6,095)				
<b>119 CEMETERY</b>								
1002 GRANT OF RIGHTS FEES	11,610	6,815	12,000	5,185			56.8%	
1003 MEMORIAL FEES	4,850	3,155	5,000	1,845			63.1%	
1004 INTERMENT FEES	21,425	11,533	20,000	8,467			57.7%	
1005 CHAPEL FEES	0	0	400	400			0.0%	
1011 LODGE - RENT RECEIVED	9,900	4,125	9,900	5,775			41.7%	
1012 LODGE - WATER RECEIVED	600	250	600	350			41.7%	
1073 UNSTONE - CONTRIBUTION	8,414	0	4,000	4,000			0.0%	
CEMETERY :- Income	56,799	25,878	51,900	26,022			49.9%	0

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4001 STAFF COSTS	59,555	25,382	0	(25,382)		(25,382)	0.0%	
4005 GRAVEDIGGING	3,450	1,360	4,500	3,140		3,140	30.2%	
4011 RATES	6,861	6,861	6,861	(0)		(0)	100.0%	
4012 WATER	825	226	850	624		624	26.6%	
4014 ELECTRICITY	1,139	589	600	11		11	98.2%	
4018 WASTE DISPOSAL	2,119	1,000	1,500	500		500	66.7%	
4024 SUBSCRIPTIONS	95	95	100	5		5	95.0%	
4036 PROPERTY MAINTENANCE	875	545	2,000	1,455		1,455	27.3%	
4037 GROUNDS MAINTENANCE	196	0	1,000	1,000		1,000	0.0%	
4059 LETTING AGENT FEES	792	330	800	470		470	41.3%	
<b>CEMETERY :- Indirect Expenditure</b>	<b>75,907</b>	<b>36,389</b>	<b>18,211</b>	<b>(18,178)</b>	<b>0</b>	<b>(18,178)</b>	<b>199.8%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(19,108)</b>	<b>(10,511)</b>	<b>33,689</b>	<b>44,200</b>				
<b>121 CORPORATE MANAGEMENT</b>								
1075 PRECEPT SUPPORT GRANT	12,613	0	0	0			0.0%	
1076 PRECEPT	821,456	417,000	834,000	417,000			50.0%	
1091 INTEREST RECEIVED HSBC BOND	29	2	0	(2)			0.0%	
1092 INTEREST RECEIVED CCLA FUND	503	34	700	666			4.8%	
<b>CORPORATE MANAGEMENT :- Income</b>	<b>834,601</b>	<b>417,036</b>	<b>834,700</b>	<b>417,664</b>			<b>50.0%</b>	<b>0</b>
4057 AUDIT FEES	1,990	(1,600)	2,400	4,000		4,000	(66.7%)	
<b>CORPORATE MANAGEMENT :- Indirect Expenditure</b>	<b>1,990</b>	<b>(1,600)</b>	<b>2,400</b>	<b>4,000</b>	<b>0</b>	<b>4,000</b>	<b>(66.7%)</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>832,611</b>	<b>418,636</b>	<b>832,300</b>	<b>413,664</b>				
<b>122 DEM REPRESENTATION &amp; MGT</b>								
1080 MISC INCOME	208	150	0	(150)			0.0%	
<b>DEM REPRESENTATION &amp; MGT :- Income</b>	<b>208</b>	<b>150</b>	<b>0</b>	<b>(150)</b>				<b>0</b>
4204 BUSINESS RECOVERY	2,865	196	5,000	4,804		4,804	3.9%	
<b>DEM REPRESENTATION &amp; MGT :- Direct Expenditure</b>	<b>2,865</b>	<b>196</b>	<b>5,000</b>	<b>4,804</b>	<b>0</b>	<b>4,804</b>	<b>3.9%</b>	<b>0</b>
4001 STAFF COSTS	0	326	0	(326)		(326)	0.0%	
4008 TRAINING	0	0	500	500		500	0.0%	
4027 TWINNING COSTS	1,000	(3,300)	1,000	4,300		4,300	(330.0%)	
4028 ELECTION COSTS	7,500	(7,500)	7,500	15,000		15,000	(100.0%)	
4063 LOCAL PLAN	3,307	0	800	800		800	0.0%	
4201 MAYOR'S ALLOWANCE	2,750	1,000	3,000	2,000		2,000	33.3%	
4202 MAYORS EXPENSES	0	0	1,000	1,000		1,000	0.0%	
4203 LOCAL EVENTS SPONSORSHIP	225	290	1,000	710		710	29.0%	
4205 COMMUNICATIONS	0	4,600	10,000	5,400		5,400	46.0%	

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4211 CIVIC REGALIA	188	252	500	248		248	50.3%	
4221 CHRISTMAS EVENT COSTS	3,871	0	5,000	5,000		5,000	0.0%	
4231 REMEMBRANCE SERVICE	60	0	1,000	1,000		1,000	0.0%	
4232 CIVIC SERVICE	0	814	100	(714)		(714)	813.6%	
4233 DRONFIELD GALA	0	6,427	5,000	(1,427)		(1,427)	128.5%	
4235 ROAD SAFETY	0	0	500	500		500	0.0%	
4714 CHURCH & CIVIC CLOCK	488	150	1,000	850		850	15.0%	
DEM REPRESENTATION & MGT :- Indirect Expenditure	19,389	3,059	37,900	34,841	0	34,841	8.1%	0
Net Income over Expenditure	(22,045)	(3,105)	(42,900)	(39,795)				
<b>123 GRANTS</b>								
4701 CRICKET CLUB GRANT	2,000	0	2,000	2,000		2,000	0.0%	
4711 GRANT AWARDS	720	569	3,000	2,431		2,431	19.0%	
4713 COMMUNITY BUS	0	0	4,000	4,000		4,000	0.0%	
GRANTS :- Indirect Expenditure	2,720	569	9,000	8,431	0	8,431	6.3%	0
Net Expenditure	(2,720)	(569)	(9,000)	(8,431)				
<b>125 CAPITAL PROGRAMME</b>								
4051 BANK CHARGES	0	32	0	(32)		(32)	0.0%	
4054 LOAN INTEREST PWLB	7,553	12,877	8,000	(4,877)		(4,877)	161.0%	
4055 LOAN CAPITAL REPAID	25,654	0	26,000	26,000		26,000	0.0%	
CAPITAL PROGRAMME :- Indirect Expenditure	33,207	12,909	34,000	21,091	0	21,091	38.0%	0
Net Expenditure	(33,207)	(12,909)	(34,000)	(21,091)				
<b>131 OUTSIDE SERVICES</b>								
1001 RENT RECEIVED	10	0	0	0			0.0%	
1080 MISC INCOME	182	0	0	0			0.0%	
OUTSIDE SERVICES :- Income	192	0	0	0				0
4001 STAFF COSTS	102,257	47,981	197,000	149,019		149,019	24.4%	
4006 PROTECTIVE CLOTHING	1,667	341	2,000	1,659		1,659	17.1%	
4008 TRAINING	0	285	2,000	1,715		1,715	14.3%	
4011 RATES	4,840	4,840	4,950	110		110	97.8%	
4012 WATER	270	107	300	193		193	35.6%	
4013 RENT	11,000	5,500	13,000	7,500		7,500	42.3%	
4014 ELECTRICITY	5,262	(770)	3,500	4,270		4,270	(22.0%)	
4015 GAS	95	31	250	219		219	12.3%	
4018 WASTE DISPOSAL	1,062	200	600	400		400	33.4%	

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4020 MISCELLANEOUS EXPENSES	1,054	0	800	800		800	0.0%	
4021 TELEPHONE COSTS	974	349	1,000	651		651	34.9%	
4036 PROPERTY MAINTENANCE	694	4,094	2,000	(2,094)		(2,094)	204.7%	
4037 GROUNDS MAINTENANCE	35,391	0	0	0		0	0.0%	
4038 MAINTENANCE CTRCTS	795	772	1,200	428		428	64.3%	
4040 EQUIPMENT REPLACEMENT	3,318	3,398	5,000	1,602		1,602	68.0%	
4041 EQUIPMENT HIRE	461	156	1,000	844		844	15.6%	
4042 EQUIPMENT MAINTCE	0	90	2,500	2,410		2,410	3.6%	
4043 VEHICLE LEASING	3,197	0	3,178	3,178		3,178	0.0%	
4044 VEHICLE COSTS & FUEL	6,303	3,278	8,000	4,722		4,722	41.0%	
4075 SALE OF ASSETS	(224)	0	0	0		0	0.0%	
<b>OUTSIDE SERVICES :- Indirect Expenditure</b>	<b>178,415</b>	<b>70,652</b>	<b>248,278</b>	<b>177,626</b>	<b>0</b>	<b>177,626</b>	<b>28.5%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(178,223)</b>	<b>(70,652)</b>	<b>(248,278)</b>	<b>(177,626)</b>				
<b>132 CENTRAL SERVICES</b>								
1025 INSURANCE CLAIMS	6,292	0	0	0			0.0%	
1080 MISC INCOME	1,190	625	1,200	575			52.1%	
<b>CENTRAL SERVICES :- Income</b>	<b>7,482</b>	<b>625</b>	<b>1,200</b>	<b>575</b>			<b>52.1%</b>	<b>0</b>
4001 STAFF COSTS	119,803	39,967	113,089	73,122		73,122	35.3%	
4008 TRAINING	150	200	2,000	1,800		1,800	10.0%	
4016 JANITORIAL	4,696	1,540	4,000	2,460		2,460	38.5%	
4020 MISCELLANEOUS EXPENSES	40	0	250	250		250	0.0%	
4021 TELEPHONE COSTS	2,117	864	2,000	1,136		1,136	43.2%	
4022 POSTAGE	1,079	310	1,000	690		690	31.0%	
4023 STATIONERY/PRINTING	1,061	25	1,000	975		975	2.5%	
4024 SUBSCRIPTIONS	682	35	2,300	2,265		2,265	1.5%	
4025 INSURANCE	11,584	11,894	14,500	2,606		2,606	82.0%	
4026 PHOTOCOPY CHARGES	357	30	500	471		471	5.9%	
4030 RECRUITMENT ADVTG	0	0	500	500		500	0.0%	
4032 PUBLICITY	2,475	0	0	0		0	0.0%	
4033 COMPUTER MAINTENANCE	9,181	6,102	6,000	(102)		(102)	101.7%	
4042 EQUIPMENT MAINTCE	40	0	500	500		500	0.0%	
4051 BANK CHARGES	600	260	600	340		340	43.4%	
4058 ACCOUNTANCY FEES	600	(40)	700	740		740	(5.7%)	
4060 OTHER PROF FEES	7,685	(5,945)	10,000	15,945		15,945	(59.5%)	
<b>CENTRAL SERVICES :- Indirect Expenditure</b>	<b>162,148</b>	<b>55,242</b>	<b>158,939</b>	<b>103,697</b>	<b>0</b>	<b>103,697</b>	<b>34.8%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(154,666)</b>	<b>(54,617)</b>	<b>(157,739)</b>	<b>(103,122)</b>				

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2021

Month No: 5

## 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	1,023,068	469,750	962,248	492,498			48.8%	
Expenditure	968,605	428,149	962,248	534,099	0	534,099	44.5%	
Net Income over Expenditure	<u>54,462</u>	<u>41,601</u>	<u>0</u>	<u>(41,601)</u>				
Movement to/(from) Gen Reserve	<u>54,462</u>	<u>41,601</u>						