

Dronfield Town Council

Town Clerk:
Andrew Tristram



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1st September 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 7th SEPTEMBER 2020 AT 7.30pm
VIRTUALLY VIA ZOOM AT**

<https://us02web.zoom.us/j/84665736319?pwd=QUI2N0NvV21JNGpLMHRjd004ZS9mZz09>

**Alternatively call 0203 051 2874 or 0203 481 and then enter
Meeting ID: 846 6573 6319 and Passcode: 541284**

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 6th July 2020 (pages 414 – 425).
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. **Delegated Decisions (Appendix 4)**
To report the delegated decisions taken during the summer recess.
10. **Cemetery Road Play Area**
To approve the budget set for Cemetery Road Play Area Refurbishment and to delegate the decision of which supplier to use to the Town Clerk in consultation with the Parks & Recreation Committee.
11. **Upper School Lane Obstruction**
To consider a request that the Town Council formally object to the obstruction of a section of Upper School lane using powers granted to the Council under section 130(b) of the Highways Act 1980 by submitting a representation to Derbyshire County Council as the local highway authority requesting that the obstruction and area that has been unlawfully stopped up is removed.
12. **Meeting Reports (Appendix 5)**
To receive the meeting reports on various matters – all minutes to follow:-
 - 12.1 Business Recovery Committee meeting held on 14th July 2020
 - 12.2 Parks & Recreation Committee meeting held on 20th July 2020
 - 12.3 Properties Committee meeting held on 20th July 2020
 - 12.4 Remembrance Day Working Group held on 5th August 2020
13. **Town Clerk's Report (Appendix 6)**
To consider the written report submitted by the Town Clerk.
14. **Financial Report (Appendix 7)**
 - 14.1 Schedule of Payments including BACS breakdown for June 2020
 - 14.2 Schedule of Receipts for June 2020
 - 14.3 Bank Reconciliation at 30th June 2020
 - 14.4 Income and Expenditure to 30th June 2020
 - 14.5 Schedule of Payments including BACS breakdown for July 2020
 - 14.6 Schedule of Receipts for July 2020
 - 14.7 Bank Reconciliation at 31st July 2020
 - 14.8 Income and Expenditure to 31st July 2020
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.

DRONFIELD TOWN COUNCIL
PLANNING APPLICATIONS
SUBMITTED TO COUNCIL ON MONDAY 7 SEPTEMBER 2020

No	Reference	Applicant	Location	Details
1.	20/00426/FL	Miss Clare Hague	Unit 12 Hunter Park Callywhite Lane Dronfield	Application for change of use from B2 (General Industrial) to D2 (Assembly and Leisure)
2.	20/00474/FL	Mr Graham Law - Atecy Developments Ltd	Land Adjacent 125 Eckington Road Coal Aston	Application to vary conditions 2, 3 and 8 of planning application 18/01149/FL to alter approved materials and substitute normal velux windows on Plot 1 (Conservation Area
3.	20/00529/AMEND	Mr John Singleton	1 Millstone Close Dronfield Woodhouse	Non-material amendment to planning application 19/00742/FLH to remove proposed rear extension and reduce size of the proposed side extension
4.	20/00531/FLH	Mr William Earl	51 Holmley Lane Dronfield S18 2HQ	Construction of a single/two-storey front extension (Revised Scheme of 19/00510/FLH)
5.	20/00550/FLH	Mrs Susan and Paul Burke	105 Carr Lane Dronfield Woodhouse Dronfield S18 8XF	To construct a log cabin (Dunster House) 5m x 3m at the top of our front garden (facing Carr Lane). It will not exceed 2.45m ridge height. The purpose is for crafting hobbies and a relaxing area. It will be single storey, with a front door facing our house and a rear window.
6.	20/00551/TPO	Mr Richard Else	2 Birchen Close Dronfield Woodhouse Dronfield S18 8ZD	Application for removal and crown thinning of trees within group G1 of NEDDC TPO 103 (Part3)
7.	20/00552/FLH	Mr And Mrs Ralph Haywood	5 Wingfield Close Dronfield Woodhouse Dronfield S18 8RL	Erection of an external store
8.	20/00558/TPO	Miss Cate Harris	Land To The East Of 2 Garth Way Dronfield	Application for tree works to trees covered by TPO103 Part 5 (T2, T4, T5)
9.	20/00562/FLH	Mr Crowther	1 Ferndale Road Coal Aston Dronfield	New front porch and first floor extension over existing side with Juliet balcony
10.	20/00567/FLH	Mr George Singleton	12 Crofton Close Dronfield S18 1SY	Demolition of small section of existing utility room/rear garage area and erection of new single storey front, side and rear extension with pitched roof
11.	20/00575/TPO	Dronfield Town Council	Dronfield Cemetery Cemetery Road Dronfield	Application for various tree maintenance works detailed in Tree Inspection Report to 1no Lime Tree

				covered by NEDDC TPO 17 Group A1
12.	20/00587/FL	Mr Richard Else	2 Birchen Close Dronfield Woodhouse Dronfield S18 8ZD	Single storey rear and side extension with new integral garage and mezzanine floor to create room in the roof space and alteration to driveway
13.	20/00594/FL	Daniel Hobson	46 Fanshaw Road Dronfield S18 2LB	Application for construction of a pair of 3 bedroom semi detached properties.
14.	20/00601/FL	Mr Nikolas Dobbs	William Lee Ltd Callywhite Lane Dronfield S18 2XU	Erection of a flue stack for natural gas combustion products from a heat treatment kiln.
15.	20/00606/FLH	Mr Paul Swift	2 Beeston Close Dronfield Woodhouse Dronfield S18 8QE	Application for single storey front extension.
16.	20/00616/FL	Zayo Group UK Ltd	Jordanthorpe Parkway Dronfield	Installation of 2no. telecommunications equipment containers, an electric meter cabinet, compound, associated fencing and access track (Amended Plans)
17.	20/00617/FL	Zayo Group UK Ltd	Jordanthorpe Parkway Dronfield	Installation of 2no. telecommunications equipment containers, an electric meter cabinet, compound, associated fencing and access track.
18.	20/00626/AMEND	Mr Graham Law - Atecy Developments Ltd	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
19.	20/00627/FL	Mrs Amanda Rawson	23 Westfield Road Dronfield S18 1YE	Application to remove condition 5 of 08/00525/FL to allow the garage to be used as habitable space
20.	20/00630/AMEND	Mr James Roberts	40 Northern Common Dronfield Woodhouse	Non-material amendment to planning application 20/00017/FLH to replace the rear dormer with roof lights, remove the alterations to the existing front elevation, reduce the height of the annexe and alter the extent of the brickwork relative to render
21.	20/00638/TPO	Miss Cate Harris - NEDDC	Land To The North East And West Of Machins Court	Application for works to trees covered by NEDDC Tree Preservation Order DUDC1 W1
22.	20/00641/FLH	Mr G Edwards	5 Highfields Crescent Dronfield S18 1UT	Proposed single storey front and rear extensions
23.	20/00666/FLH	Mrs Anna Hopwood	29 Highfields Road Dronfield S18 1UU	Application for extension over existing garage to form two storey & single storey side and rear extension

DRONFIELD TOWN COUNCIL
SCHEDULE OF PLANNING DECISIONS
SUBMITTED TO COUNCIL MONDAY 7 SEPTEMBER 2020

No	Reference	Location	Details	Decision
1.	20/00329/FLH	18 Garth Way Dronfield	Removal of hedges on the back and side of the property and erection of new 1.8m high timber fencing	CONDITIONALLY APPROVED
2.	20/00335/FLH	38 Hollins Spring Avenue Dronfield	Single-storey extension to front and reduction of double garage to single garage to accommodate a single-storey side extension	CONDITIONALLY APPROVED
3.	20/00336/FLH	Whitethorns House Dyche Lane Coal Aston	Installation of new underground sewage treatment plant (private drainage system)	CONDITIONALLY APPROVED
4.	20/00339/FLH	26 Prospect Road Dronfield	Conversion of basement to ancillary living accommodation	CONDITIONALLY APPROVED
5.	20/00354/FLH	91 Northern Common Dronfield Woodhouse	Renovations to an existing house with rear ground floor single storey extension and roof terrace	CONDITIONALLY APPROVED
6.	20/00361/FLH	1 Park Farm Dronfield	Single storey extension to front (Conservation Area)	CONDITIONALLY APPROVED
7.	20/00368/FLH	22 - 24 Hilltop Road Dronfield	Demolition of existing rear extension and erection of single and two-storey rear extension, new attached garage to the side and new front porch (Revised scheme of 18/00664/FLH)	CONDITIONALLY APPROVED
8.	20/00374/FLH	11 Crofton Rise Dronfield	Single-storey extension to the front of the property to form a new porch and additional floor area to existing garage and replacement of flat roof over kitchen extension with new pitched roof	CONDITIONALLY APPROVED
9.	20/00375/FLH	1 Ravensdale Road Dronfield Woodhouse	Demolition of garage, conversion of car port to living space and construction of a two-storey side and rear extension	CONDITIONALLY APPROVED
10.	20/00381/FLH	77 Holmley Lane Dronfield	Single-storey rear extension, hip-to-gable loft conversion with rear dormer, alterations to existing openings and raised decking to rear	CONDITIONALLY APPROVED
11.	20/00413/FLH	26 Chaddesden Close Dronfield Woodhouse	Single storey extension to side and rear and extension of existing lean to roof across front of dwelling to create canopy together with material alterations to modernise the home	CONDITIONALLY APPROVED
12.	20/00420/FLH	3 Thornton Place Dronfield Woodhouse	Proposed single-storey side extension	CONDITIONALLY APPROVED
13.	20/00422/FLH	76 Hallows Lane Dronfield	Application to raise roof height to provide first floor accommodation and single-storey side/rear extension	CONDITIONALLY APPROVED
14.	20/00441/FLH	27 Hallows Lane Dronfield	Demolition of existing porch and construction of a single-storey front extension - revision of 13/00453/FLH (Conservation Area/Affecting Setting of a Listed Building) (Amended Plans) (Amended Title)	CONDITIONALLY APPROVED
15.	20/00447/FLH	41 Chesterfield Road Dronfield	Erection of a summerhouse and a garden shed to the rear of the property (Revised Scheme of 19/01210/FLH) (Amended Title)(Conservation Area/ Affecting Setting of a Listed Building)	CONDITIONALLY APPROVED
16.	20/00449/TPO	144 Green Lane Dronfield	Application for works to trees covered by DUDC TPO 4 (G2)	CONDITIONALLY APPROVED
17.	20/00453/FLH	5 Garth Way Close Dronfield	Demolition of existing garage and construction of single-storey front, side and rear extensions (amended plans) (amended title)	CONDITIONALLY APPROVED

18.	20/00456/FLH	2 Thorpe Avenue Coal Aston	Demolition of existing rear extension and construction of single-storey side and rear 'wrap round' extension	CONDITIONALLY APPROVED
19.	20/00461/TPO	22 Gardom Close Dronfield Woodhouse	Application for trimming and thinning of crown and removal of loose branches from 1no Dutch Elm Tree (T4) covered by NEDDC TPO 103 Part 3	CONDITIONALLY APPROVED
20.	20/00481/FLH	41 Balmoral Crescent Dronfield Woodhouse	Demolition of existing garage and erection of single-storey side and rear extension	CONDITIONALLY APPROVED
21.	20/00482/FLH	18 Cavendish Rise Dronfield	Demolition of existing garage and conservatory and erection of two-storey side and rear extensions and single-storey front extension	CONDITIONALLY APPROVED
22.	20/00492/LDC	9 Allestree Drive Dronfield Woodhouse	Application for Lawful Development Certificate for proposed extension of existing detached garage by 1000mm and change of roof from a flat to dual-pitch tiled roof	CERTIFICATE ISSUED
23.	20/00505/LDC	9 Bubnell Road Dronfield Woodhouse	Application for a Lawful Development Certificate for a proposed single-storey rear extension	CERTIFICATE ISSUED
24.	20/00514/TPO	Sindelfingen Park Gosforth Drive Dronfield Woodhouse	Application to prune 1no Ash (T28) covered by TPO 103 PT3	CONDITIONALLY APPROVED
25.	20/00519/CATPO	Holly Tree Cottage 2 - 4 Dyche Lane Coal Aston	Notification of intention to fell 1no Conifer located within the Coal Aston Conservation Area	NO OBJECTION
26.	20/00521/FLH	8 Cunliffe Street Coal Aston	Construction of a single-storey rear extension	CONDITIONALLY APPROVED
27.	20/00630/AMEND	40 Northern Common Dronfield Woodhouse	Non-material amendment to planning application 20/00017/FLH to replace the rear dormer with roof lights, remove the alterations to the existing front elevation, reduce the height of the annexe and alter the extent of the brickwork relative to render	APPROVED

Dronfield Town Council
September 2020
Outside Services Managers Report

The following tasks have been carried out during the month of July and up to 26th August.

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, and they also inspect the play areas/equipment at the same time

Play Areas – The Play areas were reopened on the 6th July. All the play areas had an annual inspection done on Friday 3rd July prior to reopening.
Some maintenance was done at Stonelow which had the soft surface repaired.
The zip wire at Cliffe Park was out of action for a few days after reopening whilst we repaired the threaded bar on one of the uprights which had snapped inside the wooden column.

Marsh Avenue has had the new play area installed and has been open for the last few weeks. The play area has also had a new fence installed around the play area.

The play areas have had notices put at the entrance to inform the general public off how many users should be in the play area at any one time.

Cemetery - The baskets are emptied around the Cemetery on a Monday and Friday.
We have been topping up the graves in each section which takes a bit of time raking out the topsoil and grass seeding; we are half way through with 3 sections being done so far.

Cliffe Park – We have marked out the area around the entrance to the Outside toilets with yellow chevrons to avoid people gathering or waiting outside the toilets, and also marked out lines 2m apart for where the public should wait in the queue waiting to enter the toilets. Notices have been installed informing the public of what measures we have taken to try and keep the toilets covid free area; we are cleaning the toilets every 2 hours as per the guidelines. Hand towel dispensers have also been installed, instead of using the hand dryers.
We have also marked out the area around the kiosk and have yellow lines at 2m apart for where the public should wait in the queue.

Gosforth Lodge has also had notices put up informing the users/public of the measures taken to keep the main hall, toilets and kitchen Covid free. There is a one way system in place for when the hall is used; also the toilets are cleaned every 2 hours.
A hand sanitiser unit has also been installed in the foyer entrance to the main hall.

Cliffe Park – The grassed area in the park are being cut on a fortnightly basis.

Grass Cutting – Grass cutting continues around the Town, at present we are cutting the grass every 2 weeks.

Cemetery Grass Cutting – All the areas within the Cemetery are being cut on a fortnightly basis.

Hanging baskets – The hanging baskets continue to be watered once a week, we have on several occasions watered them twice a week.
The hanging baskets at the Civic are also being watered at the same time.

Flower Beds – The 16 flower beds around the Town have all been deweeded twice in the last 2 months.

Footpaths – The footpaths have been strimmed back and moss killer has been applied to the following locations – Civic Hall around the building, Cliffe Park all footpaths and are around bowling green, Lodge and the outside toilet complex.

We have sprayed the tennis courts with moss killer, once this took hold we then used the mechanical brush on the courts to sweep away the moss; we will also use this on the footpaths within the cemetery.

Cliffe Park entrance – When lockdown was lifted we were experiencing a lot more general public using Cliffe Park, this was due to a lot of play areas in Sheffield still being closed.

DCC had in the previous weeks to play areas being opened taken down the No Parking posts and signs that were along the front of the fence at Cliffe Park.

Cars were then being parked along the front of Cliffe Park to the left and right of the entrance.

The parking attendant could not issue parking tickets as there were no signs just a single yellow line. I spoke with Wm Lees and said I would put cones up and down the areas where the parking signs had been removed, to try and stop people parking outside the gates as I was conscious that someone would be injured when leaving the park as you could not see left or right when you exited the park, it is a busy road with lots of arctic trucks moving up and down the road.

It did help putting the cones out, but I did take photos of what it was like with cars parked at entrance and with only cones.

I sent an email to DCC explaining what we had to do with the cones and to see why they had removed the signs before double yellow lining the road.

As of two weeks ago the double yellow lines have now been done.

It was a task that O/S staff had to put cones out in morning and remove on way back to yard late afternoon.

Muga Pitch - The Muga pitch lighting has now been moved from inside the lodge and the on/off switches are now located inside the Staff office.

There were 6 faulty lights around the Muga pitch which were still under warranty and have now been replaced and the faulty ones returned for inspection.

Cliffe Park - The new fuse board and upgrade was completed in the Café part of the lodge before the new occupiers of the café took over.

The boiler in the lodge has been replaced with a new more energy efficient boiler, tested and working ok.

Bus Shelters – There are five bus shelters that require some new glass fitting, these have been ordered and installed in the next few weeks.

Civic Hall – The Civic Hall is now open for use with certain restrictions in place. We have installed notices around the building to inform users of changes that are in place. Notices One in and One out have been put up around the toilets.

Hand towel dispensers have been installed in all the toilets.

A hand sanitiser unit has been installed in the foyer to the main entrance hall.

Shrubbery/Hedges – The area around Dronfield Woodhouse car park has been cut back up to the bowling green, Dyche Lane and Quoit green are next on the list to be cut back.

Play area Swings – Due to the social distancing we have had to remove certain swings from all the play areas, if the guidelines change we will return the play area swings back to normal.

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

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

Various reports have been actioned around the Town.

Ronnie Dick

Outside Services Manager

Delegated Decisions taken during August 2020

The following decisions were taken by the Leader of the Council in consultation with the Chair of the relevant committee in accordance with the scheme of delegation agreed by the Council on 11th May 2020.

This information is for noting.

Decisions arising from the Properties Advisory Committee held on 20th July 2020

1. Electric Vehicles

The Properties Advisory Committee had reviewed several quotes for leasing or purchasing an electric work vehicle and members discussed the different options available.

It was RESOLVED that the Council take a 4 year lease on the Nissan E-NV200 through the TPPL Framework at a cost of £3271.10 per annum.

It was RESOLVED that the quote of £1,290 + VAT to supply and install an electric charge point at the council depot is accepted.

2. Coal Aston Changing Room

Members reviewed a quote for £5,590.73 from a Dronfield business to replace the flooring at Coal Aston Changing Rooms.

It was RESOLVED that the Council proceed with replacing the flooring at a cost of £5,590.73 subject to two further quotes being received.

Decisions arising from the Parks and Recreation Advisory Committee held on 20th July 2020

3. Cemetery Road Play Area.

It was RESOLVED to put a tender document together based on the following specifications and issue to the ESPO Framework.

- Swings
- Round-about
- Rockers
- Climbing frame with slide
- Aimed at toddler to 12 yrs
- Bow-top fencing
- Steel
- Open to suggestions regarding safety surfacing
- Budget £45k - £50k

Minutes of the Business Recovery Committee Meeting

Held on Tuesday 14th July 2020 at 3pm via Zoom

1) Appointment of Chair

It was RESOLVED to appoint Cllr. Richard Welton as Chair of the Business Recovery Committee.

2) Apologises

Apologies were received from Cllr. Tim Collins.

3) Declarations of Interest

There were no declarations of interest.

4) Terms of Reference

The draft Terms of Reference were discussed.

It was RESOLVED to update the Terms of Reference to include reference to the ability of the committee to exercise the budget delegated to them by council and also to report to council on a monthly basis.

It was RESOLVED to recommend to Council that the updated Terms of Reference to the Council are approved.

5) Report on current initiatives

Members discussed the current initiatives already in place which included the VIP loyalty card and business page within the Dronfield Eye. There was a one-off cost of £195 + VAT for the VIP loyalty card and the monthly cost for the business page will be £395 + VAT.

It was RESOLVED note these current initiatives and report them to council.

6) Future initiatives

Two quotes from local businesses were discussed to purchase branded hand sanitisers, which Councillors could distribute to local businesses.

It was RESOLVED to purchase 100 bottles from each supplier at a total cost of £695 and to include the Town Council logo and the message 'Stay Safe' plus the website address on the bottles.

Members also discussed possible stories for inclusion on the business pages of the Dronfield Eye.

It was RESOLVED to recommend the following businesses to the Dronfield Eye to include within the business pages; Cliffe Park café, The Underdog, Frame IT, Geoff's DIY, Killer Byte, Sani Pure, Coffee Central and the Dronfield Foot Clinic and to keep this under review and to arrange some supporting photos.

Members also discussed using social media to support local businesses.

It was RESOLVED to share any updates put out on social media relating to local businesses by the Dronfield Eye.

Cllr Foster confirmed that the parking arrangement on Chesterfield Road proposed by Derbyshire County Council had now been amended leaving more parking spaces accessible.

It was RESOLVED to note this update.

Members discussed holding a business forum in September at which feedback would be gained on the possibility of holding a trade event. The possibility of the local MP, representatives from DCC and NEDDC also joining the meeting in September was discussed.

It was RESOLVED to check availability for a meeting at the Civic Hall in September and pass these to Cllr A Foster who would then check the availability of the local MP. A list of potential businesses to attend the forum would also be collated.

7) Any other business

There was no other business discussed.

8) Date for next meeting

It was RESOLVED for the Town Clerk and Chair of the Committee to agree the date for the next meeting.

The meeting closed at 4:10pm

Business Recovery Advisory Committee (July 2020)

Terms of Reference

Composition:

The Committee will consist of five Councillors from Dronfield Town Council.

Chairmanship:

The Committee will elect a Chair from the membership at the first meeting in each civic year.

Frequency of Meetings:

The Committee will meet on an ad-hoc basis, as and when required, with a minimum of one meeting per year.

Attendance by Councillors Who Are Not Members of the Sub-Committee

Any member of the Council who is not a member of the Committee may attend the meeting and may speak on any item, with the permission of the Chairman. Such a member may not make or second any proposals or amendments, and may not vote.

The requirements of the Council's Code of Conduct will apply to all Councillors present at the meeting, whether members of the Committee or not.

Voting:

Each Councillor will have one vote with the Chair having the casting vote. The Quorum for a meeting will be a minimum of three Councillors.

Rights and Powers:

The Committee will operate under the Standing Orders and Financial Regulations of Dronfield Town Council.

The Committee can make recommendations to the Council for consideration and approval.

Functions

The Committee's function is;

1. To review possible initiatives that the Town Council could undertake to help local businesses recovery from the impact of the coronavirus pandemic.
2. To review possible initiatives that the Town Council could undertake now and in the future to support local businesses.
3. To review feedback and develop relationships with local business owners
4. To recommend to the Budget Committee the budget required to undertake business recovery initiatives in any one year.
5. To exercise the budget delegated by council
6. To report to council on a monthly basis an update of the activities undertaken

**Minutes of the meeting of the Parks & Recreations Committee
held virtually via Zoom on Monday 20th July 2020 at 1:00pm**

Present:

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

In attendance:

A Tristram (Town Clerk), J. Mitchell (Office Manger & PA to Town Clerk), R. Dick (Outside Services Manager)

1. Apologies

Apologies were received from Cllr M Ireland.

2. Declarations of Interest

There were no declarations of interest.

3. Play Area Inspection Report

The Outside Services Manager informed members that the Play Area Inspection report had not yet been received but it was expected by the end of this week.

The Outside Services Manager informed members that the only piece of equipment that had been identified as needing an urgent repair was the zip wire at Cliffe Park, which had now been repaired.

The Outside Services Manager informed members that he had yet to receive a response back from Creative Play regarding the roundabout at Cliffe Park.

It was RESOLVED to note these updates.

4. Cemetery Road

4.1 Cllr Tait requested that the hole in front of the goal posts at Cemetery Road was filled in and brackets were fitted to hold the netting place.

It was RESOLVED that the Outside Services Manager fill in the hole and fix brackets to the goal post if they are not already on there.

4.2 Members discussed the fact that resident was storing wood on land at Cemetery Road owned by the Town Council.

It was RESOLVED to write to the resident and ask if they knew whose wood it was and whether they realised it was stored on Town Council land.

It was RESOLVED to review all parks and open spaces to see how many residents had gated access on to Town Council owned land and bring the findings back to a future meeting.

4.3 Members discussed the specifications for the play area at Cemetery Road.

It was RESOLVED to recommend to council to put a tender document together based on the following specifications and issue to the ESPO Framework once agreed by the Chair of the Committee.

- Swings
- Round-about
- Rockers
- Climbing frame with slide
- Aimed at toddler to 12 yrs
- Bow-top fencing
- Steel
- Open to suggestions regarding safety surfacing
- Budget £45k - £50k

5. Hilltop Play Area

5.1 Members were informed that the cone climber has been delayed and would now be installed week commencing 24th August 2020.

It was RESOLVED to note this update.

5.2 Members reviewed quotes from three companies for bow-top fencing.

It was RESOLVED to defer the decision to the next Parks and Recreation Committee Meeting.

6. Cliffe Park

6.1 Members reviewed three quotes to supply and install bow top fencing at Cliffe Park around the bowling green.

It was RESOLVED to defer the decision to the next Parks & Recreation Committee Meeting.

6.2 The Outside Services Managers reported that bikes had been on the bowling green again at Cliffe Park.

It was RESOLVED to inform the police of the damage and provide any images from the CCTV and to install signage in the area to inform people that CCTV was now installed.

7. Marsh Avenue Play Area

Members were informed that HAGS had confirmed the play area would complete by Friday 24th July 2020.

It was RESOLVED to confirm the date and time of handover and book the independent inspector for a final inspection.

8. Permission to use parks

Members discussed the request to use parks for exercise classes.

It was RESOLVED to gain advice from the Town Council's insurance company regarding any possible claims before a decision can be made.

9. Any other business

9.1 Members reviewed a draft Vehicle Reversing Policy and discussed vehicle access to Cliffe Park

It was RESOLVED to recommend to council that the Vehicle Reversing Policy is adopted.

It was RESOLVED to recommend to council that the bollard within Cliffe Park is left up permanently.

9.2 Members discussed a request from Cllr Hall to resurface the path at the top of Cliffe Park.

It was RESOLVED to check ownership of the footpath before any work is recommended

10. Date and time of next meeting

The date and time of the next meeting had already been previously agreed as Wednesday 2nd September at 9:30am.

It was RESOLVED to note this date and time.

Meeting closed at 2:15pm

Dronfield Town Council

Vehicle Reversing Policy

1.0 Background

Nearly a quarter of all deaths involving vehicles at work occur during reversing. Many other reversing accidents do not result in injury but cause costly damage to vehicles, equipment and premises. Most of these accidents can be avoided by taking simple precautions, such as those below.

2.0 Purpose

To establish policy and procedures for vehicle reversing. This will prevent incidents and accidents caused by failure to:

- Use rear view mirrors,
- Perform circle checks,
- Physically face in the direction of reversing
- Utilize a spotter.

3.0 Responsibility

All employees of Dronfield Town Council when driving work vehicles.

4.0 Policy

Drivers must be particularly careful when reversing any vehicle or equipment. If the driver has to reverse, they must follow the listed procedures and, whenever possible, use a spotter, guide or other person to assist the driver in reversing. The driver is ultimately responsible for the safe operation of his vehicle.

5.0 Procedures

- *Avoid reversing* – Whenever possible, position your vehicle so you can drive forward rather than reverse. If a vehicle cannot be positioned so it can drive forward into and out of a parked position, it must be backed in with a spotter so it will not have to back into traffic later.
- *Parking* – Always attempt to park in a location and in a manner that avoids reversing. If reversing is required it is preferable to reverse into parking spaces to avoid reversing out.
- *Walk around vehicle (Circle Check)* – Upon approaching a parked vehicle, the driver must “walk around the vehicle” prior to moving the unit to ensure it is free of obstructions or hazards. Please take the time to look around. It will be well worth the effort.
- *Check to ensure all reverse lights and audible warnings are functioning properly.*
- *Use a spotter* – It is up to the driver to designate a passenger to be a spotter.
 - The spotter must be in a position where they can see the driver’s blind spot
 - The spotter must stay out of the vehicle and direct the driver safely and away from obstacles until the vehicle is finished reversing.
 - The driver must obey the spotter’s directions but use reasonable precaution and their own good judgment to prevent incidents/accidents.

- *Other rules for reversing* – A driver of a town council owned vehicle shall:
 - At no time reverse a vehicle into a road junction or over a pavement except in a non-public work area, construction area, or when guided by a spotter.
 - Back slowly and only when it is safe to do so, not exceeding a speed of 5mph.
 - Check both sides as you reverse (use both rear view mirrors and turn your head around)

When in doubt, stop your vehicle and check for hazards.

If you have any questions regarding this policy please contact the Town Council using the details below;

Dronfield Town Council, Civic Hall, Civic Centre, Dronfield, S18 1PD
Tel: 01246 4185273 or Email: townclerk@dronfield.gov.uk

Minutes of the Meeting of the Properties Advisory Committee of Dronfield Town Council held virtually via Zoom on Monday 20th July 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. Church Street Car Park

The Town Clerk presented various options to enforce the three hour time limit in Church Street car park and members discussed the options available.

It was RESOLVED to install signage to inform people of the three hour time limit and to check with NEDDC and DCC whether their parking attendants could monitor the car park on behalf of the Town Council.

4. Civic Centre Map

The Office Manager informed members that the Dronfield Eye had given permission for the Town Council to use the map of the town from the Dronfield Directory. Members discussed the purpose of the map.

It was RESOLVED to check with the Rotary Club regarding the original artwork for the previous map.

It was RESOLVED to have an accurate version of the town centre map and to proceed on this basis using either the artwork from the Dronfield Eye or the Rotary Club.

5. Electric Vehicles

The Town Clerk presented the different quotes for leasing or purchasing an electric work vehicle and members discussed the different options available.

It was RESOLVED to recommend to Council that the Council take a 4 year lease on the Nissan E-NV200 through the TPPL Framework at a cost of £3271.10 per annum.

It was RESOLVED to recommend to council that a quote of £1,290 + VAT to supply and install an electric charge point at the council depot was accepted.

6. Marsh Avenue Footpath

The Office Manager informed members that fourteen supporting evidence forms had been received from local residents.

It was RESOLVED to submit the relevant form to Derbyshire County Council to apply for the footpath to be registered on the definitive map as an official public right of way.

7. Land adjacent to Dronfield Woodhouse Sports & Social Club

Members were informed that an enquiry had been received to purchase a piece of land adjacent to Dronfield Woodhouse Sports and Social Club. Members discussed the possibility of selling the land or tidying up the area for another purpose.

The Clerk advised that if the Council decided to sell the land there would be a need to demonstrate it had obtained the best value for the land which would involve offering the land for sale on the open market.

It was RESOLVED to make further enquiries and to also speak with Dronfield Woodhouse Sports and Social Club before a decision can be made.

8. Coal Aston Changing Room

Members reviewed a quote for £5,590.73 from a Dronfield business to replace the flooring at Coal Aston Changing Rooms.

It was RESOLVED to recommend to council to proceed with replacing the flooring at a cost of £5,590.73 subject to two further quotes being received.

9. Bus Shelter

Members discussed a request from a resident to remove a bus shelter from Highfield Road.

It was RESOLVED that the bus shelter is not removed.

10. Hanging Baskets

Members discussed a request from a local business for the Town Council to water their hanging baskets.

It was RESOLVED not to water the baskets of the local business and to instead inform them of the details of local gardeners who may be able to provide this service for them.

11. Cliffe Park Cafe

Cllr A Foster informed members that the new tenants at the café in Cliffe Park had opened the kiosk on Friday 17th July and had now closed their previous business to focus solely on the café in Cliffe Park.

It was RESOLVED to note this update.

12. Any other business

Cllr A Foster brought up the issue of the town losing another cash machine later in the year. Members discussed possible alternative locations.

It was RESOLVED to write to Yorkshire Building Society to request whether they would consider installing one and for Cllr Powell to take it up at NEDDC to see if one could be installed within the Sports Centre.

13. Date of next meeting

It was RESOLVED for the Town Clerk and Chair of the Committee to agree the date of the next meeting.

The meeting closed at 3:25pm

**Minutes of the Meeting of the Remembrance Day Working Group
of Dronfield Town Council
held via Zoom on Wednesday 5th August at 9:30am**

Present: Cllr. R. Welton (Chair)

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

1. Apologies

S. Broomhead sent his apologies.

2. Plans for 2020 Remembrance Day Event

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

It was RESOLVED that the road closure will remain the same as in previous years and will affect School Lane, Church Street, High Street, Appletree Drive and Fletcher Avenue.

It was RESOLVED to speak with a representative from ATC to confirm if there was anyone that would be able to play a drum for the Parade and to also speak with Sheffield Concert Band with regard to providing a bugler for the Last Post. If this is not possible then a recording will be used instead.

It was RESOLVED that the Parade will remain the same as previous year's and that the ATC will lead the Parade into the Library Gardens, however groups will be limited to a maximum of two representatives, which may possibly need to reduce to one person, depending on the Government Guidelines in place at the time regarding social distancing and group gatherings.

It was RESOLVED that the order of service will remain the same as previous years, however recordings on the hymns and National Anthem will be played for people to listen to rather than any signing taking place.

It was RESOLVED that representatives from the Guides will assist Rev Bold to read the names of the war dead this year.

It was RESOLVED to use the councils own sound system during the service in the Library Gardens and research into the possibilities of live streaming the service for people to watch from their own homes.

It was RESOLVED that around 120 poppies will be put on lamp posts around the town in the run up to Remembrance Day.

It was RESOLVED to run these plans past the Police and to also await further guidance from the Royal British Legion and then meet again in late September.

Meeting finished at 10:03am

Town Clerk's Report

Council Meeting to be held on 7th September 2020

Items for Decision

- a) MUGA & Football Pitches – to confirm plans to reopen the MUGA and Football pitches from Tuesday 8th September.
- b) Shelaghs Sewing Circle – to confirm future arrangements for use of Dronfield Civic Hall.
- c) NJC Pay Scales

On 24 August, the National Joint Council for Local Government Services (NJC) announced that an agreement was reached between the National Employers and the NJC Trade Union Side on the new pay scales for 2020-21 to be implemented from 1 April 2020. Details of the new pay scales are appended to the agenda papers.

Council are to note receipt of the new Pay Scales which be implemented from 1 April 2020.

Items for Information (for noting)

- d) Department for Transport – Proposed stopping up of highway at triangle of land at the corner of Barnes Lane and Stubley Lane, Dronfield Woodhouse, S18 8YR to enable the developers to adhere to the planning permission granted by NEDDC. Any objections to be received by 1st October 2020.
- e) Derbyshire County Council – Temporary road closure from 11th - 14th September 2020 / 18th - 21st September / 25th - 28th September 2020 over three weekends from 6pm on the Friday to 6am on the Monday during each weekend of the Dronfield Bypass, Unstone - Dronfield Bypass, Dronfield between its junction with Whittington interchange to its junction with Jordanthorpe interchange – To facilitate carriageway resurfacing works.
- f) Derbyshire County Council – Temporary road closure from 3rd November 2020 to 6th November 2020 at Netherfields Crescent, Dronfield between its junction with Highfields Road for a distance of 45 metres in an easterly direction – To facilitate water main installation works.
- g) Derbyshire County Council – Temporary road closure from 9th November 2020 to 12th November 2020 at Green Lane, Dronfield between its junction with Holmesdale Road and its junction with Derwent Road – To facilitate water main renewal works.
- h) Derbyshire County Council – Extension to temporary closure of FP7 (Longcroft Road) until 31 October 2020
- i) Street naming and numbering notification – Barnes Gardens (Former Talbot Arms site)
- j) Sheffield City Council – Notification of Public consultation on Sheffield Local Plan Issues and options and details of online virtual events

Correspondence Received (for noting)

- k) Unstone Parish Council – Notice of intention of Unstone Parish Council to terminate the current agreement by the end of the current financial year and from 1st April 2021 no longer wish to participate in the management of the Cemetery and no longer intend to pay towards its maintenance as they consider that the present arrangement does not represent value for money for local residents
- l) NEDDC – The weekly updates to Parish Councils which commenced during the COVID-19 situation have now ended.
- m) Atlas Tower Group - Notice of intent to submit planning application for a proposed telecommunications development at Bradway Road.
- n) Correspondence from Dronfield resident regarding health concerns regarding 5G coverage in Dronfield (forwarded by email)

BANK ACCOUNT-NO 1

List of Payments made between 01/06/2020 and 30/06/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/06/2020	Metro (Dronfield) Limited	40	49,239.60		Civic Hall Rent Qtr 24th une
05/06/2020	NEDDC - CHURCH ST CAR PARK	ddr	140.00		Rates - Church Street 20/21
08/06/2020	PEEL REFUND	BACS PEEL	35.35		PEEL REFUND CODE 540
08/06/2020	HSBC Bank Plc	ddr	9.50		HSBC bank charges - April/May
09/06/2020	BACS P/L Pymnt Page 2601	BACS Pymnt	11,312.76		BACS P/L Pymnt Page 2601
09/06/2020	OPUS - 42 Cemetery Road (Lodge	ddr2	39.87		Electric - Cemetery Apr/May
09/06/2020	OPUS - 42 Cemetery Road (Lodge	ddr3	52.37		Broadband - Civic June
10/06/2020	HSBC Bank Plc	ddr4	29.52		Electronic bank chges - April
10/06/2020	Gamma Business Communications	ddr5	120.19		Telephone Civic- May
10/06/2020	Frama Smart Mailing	ddr6	200.00		Franking Machine top up
11/06/2020	O2 Direct Debit	ddr7	82.90		Mobile phone contract - May
12/06/2020	TALKTALK DIRECTDEBIT	ddr8	27.00		Broadband - Works unit June
15/06/2020	HSBC BACS Salaries	BACS	16,538.56		HSBC Bacs Salaries - June
15/06/2020	NEDDC - WORKS UNIT	ddr2	484.00		Rates - Works Unit Apr 2020/21
15/06/2020	NEDDC Cemetery Lodge	ddr3	686.00		Rates - Cemetery April 20/21
15/06/2020	Flogas Britain Ltd	ddr9	66.16		Gas - Coal Aston Sports May
15/06/2020	Water Plus	ddr10	264.09		Water -Civic Hall 28.2-28.5.20
16/06/2020	FuelGenie	ddr11	344.66		Fuel for Vehicles - May
16/06/2020	Frama Smart Mailing	ddr13	126.00		Franking machine 17.7-16.10.20
17/06/2020	Post Office Ltd	DDR	4,620.44		May Tax & NI
21/06/2020	OPUS - Small Pavillion Stone	ddr	73.00		Electric Sml Pav S/low May
21/06/2020	OPUS - Civic Hall	ddr3	832.90		Electric Civic hall - May
21/06/2020	OPUS - Church Street	ddr4	12.92		Electric -Church Street - May
21/06/2020	OPUS - Unit Callywhite Lane	ddr5	514.20		Electric - Works unit - May
21/06/2020	OPUS - Coal Aston Pavilion	ddr6	34.14		Electric C/Aston Pav - May
21/06/2020	OPUS - Small Pavillion Stone	ddr8	92.66		Electric - Main Pav S/low May
21/06/2020	OPUS - Unit Callywhite Lane	ddr9	556.88		Electric - CLiffe Park May
22/06/2020	IRIS Payroll Solutions Ltd	ddr	22.85		Auto enrolement package - May
22/06/2020	British Gas Trading Ltd	ddr2	466.81		Gas - Civic Hall - May
22/06/2020	Contract Natural Gas Ltd	ddr3	70.22		Gas - Stonelow - May
22/06/2020	Contract Natural Gas Ltd	ddr4	46.78		Gas - G Lodge May
22/06/2020	Personnel Advice & Solutions L	ddr5	120.00		Personnel advice - May
23/06/2020	Spitfire Network Services Ltd	ddr6	39.60		Alarm line rental - June
23/06/2020	Water Plus	ddr7	135.53		Water - Cemetery 18 Feb-8 Jun
26/06/2020	Business Stream	ddr8	35.97		Water C/Aston F9.4-12.6.20
26/06/2020	Business Stream	ddr9	22.40		Water works unit 9 Apr- 12 Jun
26/06/2020	IDMobile	ddr10	5.00		Sim card for tablet - June
29/06/2020	BACS P/L Pymnt Page 2611	BACS Pymnt	18,258.12		BACS P/L Pymnt Page 2611
30/06/2020	Westfield Health Direct D	ddr	70.65		Westfield Deducitons June
Total Payments			105,829.60		

Cash Received between 01/06/2020 and 30/06/2020

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
14/06/2020	Sales Recpts Page 4373		Sales Recpts Page 4373	30.70
08/06/2020	Sales Recpts Page 4374		Sales Recpts Page 4374	-333.80
08/06/2020	Sales Recpts Page 4375		Sales Recpts Page 4375	-491.20
08/06/2020	Sales Recpts Page 4376		Sales Recpts Page 4376	-1,673.82
08/06/2020	Sales Recpts Page 4378		Sales Recpts Page 4378	-1,197.92
18/06/2020	Sales Recpts Page 4380		Sales Recpts Page 4380	-44.90
08/06/2020	Sales Recpts Page 4382		Sales Recpts Page 4382	160.00
25/06/2020	Sales Recpts Page 4383		Sales Recpts Page 4383	100.00
30/06/2020	Sales Recpts Page 4384		Sales Recpts Page 4384	3,105.00
24/06/2020	Saxton Mee	bacs	Lodge Rent/Utilities/Agent Fee	795.80
Total Receipts				<u>449.86</u>

Bank Reconciliation Statement as at 10/07/2020
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	30/06/2020		1,006,459.53
			<u>1,006,459.53</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
29/06/2020 BACS Pymnt BACS P/L Pymnt Page 2611		18,258.12	
			<u>18,258.12</u>
			988,201.41
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			988,201.41
		Balance per Cash Book is :-	988,201.41
		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	(0)	25,000	25,000			0.0%	
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	<u>28,742</u>	<u>25,150</u>	<u>27,800</u>	<u>2,650</u>			90.5%	<u>0</u>
4001 STAFF COSTS	25,269	9,849	31,394	21,545		21,545	31.4%	
4011 RATES	24,550	0	25,041	25,041		25,041	0.0%	
4012 WATER	4,017	416	4,500	4,084		4,084	9.3%	
4014 ELECTRICITY	9,206	1,246	6,000	4,754		4,754	20.8%	
4015 GAS	5,382	836	5,000	4,164		4,164	16.7%	
4018 WASTE DISPOSAL	1,706	561	1,500	939		939	37.4%	
4020 MISCELLANEOUS EXPENSES	496	99	1,000	901		901	9.9%	
4025 INSURANCE	928	0	1,000	1,000		1,000	0.0%	
4036 PROPERTY MAINTENANCE	6,220	3,114	3,000	(114)		(114)	103.8%	
4038 MAINTENANCE CTRCTS	5,502	0	2,000	2,000		2,000	0.0%	
4040 EQUIPMENT REPLACEMENT	1,655	755	1,000	245		245	75.5%	
4042 EQUIPMENT MAINTCE	2,418	215	1,000	785		785	21.5%	
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	41,033	171,827	130,794		130,794	23.9%	
CIVIC HALL :- Indirect Expenditure	<u>252,157</u>	<u>58,124</u>	<u>256,262</u>	<u>198,138</u>	<u>0</u>	<u>198,138</u>	22.7%	<u>0</u>
Net Income over Expenditure	<u>(223,415)</u>	<u>(32,974)</u>	<u>(228,462)</u>	<u>(195,488)</u>				
<u>102 PARKS & 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	0	0	0			0.0%	
PARKS & OPEN SPACES :- Income	<u>3,076</u>	<u>0</u>	<u>585</u>	<u>585</u>			0.0%	<u>0</u>
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	0	0	0		0	0.0%	
4046 TREE WORKS MAINTENANCE	7,230	(4,310)	10,000	14,310		14,310	(43.1%)	
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	<u>23,702</u>	<u>(1,005)</u>	<u>32,309</u>	<u>33,314</u>	<u>0</u>	<u>33,314</u>	(3.1%)	<u>0</u>
Net Income over Expenditure	<u>(20,626)</u>	<u>1,005</u>	<u>(31,724)</u>	<u>(32,729)</u>				

	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	(146)	2,500	2,646		2,646	(5.8%)	
PLAY AREAS :- Indirect Expenditure	860	(146)	2,500	2,646	0	2,646	(5.8%)	0
Net Expenditure	(860)	146	(2,500)	(2,646)				
<u>105 GOSFORTH LODGE</u>								
1010 LETTING INCOME	10,661	0	12,000	12,000			0.0%	
1071 NEDDC GRANTS (Covid-19)	0	10,000	0	(10,000)			0.0%	
GOSFORTH LODGE :- Income	10,661	10,000	12,000	2,000			83.3%	0
4001 STAFF COSTS	15,921	747	23,895	23,148		23,148	3.1%	
4011 RATES	4,861	0	4,995	4,995		4,995	0.0%	
4015 GAS	3,787	204	2,800	2,596		2,596	7.3%	
4020 MISCELLANEOUS EXPENSES	1,042	240	1,200	960		960	20.0%	
4021 TELEPHONE COSTS	295	59	600	541		541	9.9%	
4036 PROPERTY MAINTENANCE	13,751	0	2,000	2,000		2,000	0.0%	
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	1,677	37,390	35,713	0	35,713	4.5%	0
Net Income over Expenditure	(31,703)	8,323	(25,390)	(33,713)				
<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	747	19,980	19,232		19,232	3.7%	
4012 WATER	1,859	238	2,300	2,062		2,062	10.4%	
4014 ELECTRICITY	10,191	1,027	6,500	5,473		5,473	15.8%	
4018 WASTE DISPOSAL	2,673	1,123	3,100	1,977		1,977	36.2%	
4036 PROPERTY MAINTENANCE	1,485	0	1,500	1,500		1,500	0.0%	
4037 GROUNDS MAINTENANCE	2,380	0	0	0		0	0.0%	
4042 EQUIPMENT MAINTCE	0	57	0	(57)		(57)	0.0%	
CLIFFE PARK :- Indirect Expenditure	31,880	3,192	33,380	30,187	0	30,187	9.6%	0
Net Income over Expenditure	(8,183)	(3,684)	(11,299)	(7,615)				

Detailed Income & Expenditure by Budget Heading 30/06/2020

Month No: 3

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	0	12,000	12,000			0.0%	
THE KIOSK :- Income	<u>12,000</u>	<u>0</u>	<u>12,000</u>	<u>12,000</u>			<u>0.0%</u>	<u>0</u>
Net Income	<u>12,000</u>	<u>0</u>	<u>12,000</u>	<u>12,000</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>			<u>632.5%</u>	<u>0</u>
4011 RATES	4,321	0	4,407	4,407	4,407		0.0%	
4012 WATER	310	72	300	228	228		23.9%	
4014 ELECTRICITY	457	58	600	542	542		9.6%	
4015 GAS	293	(22)	1,600	1,622	1,622		(1.4%)	
4036 PROPERTY MAINTENANCE	1,017	898	1,000	102	102		89.8%	
4037 GROUNDS MAINTENANCE	(203)	0	250	250	250		0.0%	
4038 MAINTENANCE CTRCTS	519	106	500	394	394		21.1%	
4042 EQUIPMENT MAINTCE	1,494	(898)	500	1,398	1,398		(179.7%)	
COAL ASTON :- Indirect Expenditure	<u>8,207</u>	<u>213</u>	<u>9,157</u>	<u>8,944</u>	<u>0</u>	<u>8,944</u>	<u>2.3%</u>	<u>0</u>
Net Income over Expenditure	<u>(6,826)</u>	<u>9,787</u>	<u>(7,576)</u>	<u>(17,363)</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>			<u>0.0%</u>	<u>0</u>
4012 WATER	(3,460)	204	1,500	1,296	1,296		13.6%	
4014 ELECTRICITY	2,790	332	2,000	1,668	1,668		16.6%	
4015 GAS	1,443	179	1,200	1,021	1,021		14.9%	
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	0	600	600	600		0.0%	
4042 EQUIPMENT MAINTCE	32	0	750	750	750		0.0%	
STONELOW REC :- Indirect Expenditure	<u>2,779</u>	<u>715</u>	<u>7,550</u>	<u>6,835</u>	<u>0</u>	<u>6,835</u>	<u>9.5%</u>	<u>0</u>
Net Income over Expenditure	<u>(434)</u>	<u>(715)</u>	<u>(5,105)</u>	<u>(4,390)</u>				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
111 DRONFIELD WOODHOUSE REC								
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)				
118 HIGHWAYS & ST FURNITURE								
1081 DONATIONS RECEIVED	300	0	0	0			0.0%	
HIGHWAYS & ST FURNITURE :- Income	300	0	0	0				0
4035 BUS SHELTER REPAIRS	399	0	12,000	12,000		12,000	0.0%	
4045 NOTICEBOARDS/SEATS/SIGNS	548	0	3,000	3,000		3,000	0.0%	
HIGHWAYS & ST FURNITURE :- Indirect Expenditure	947	0	15,000	15,000	0	15,000		0
Net Income over Expenditure	(647)	0	(15,000)	(15,000)				
119 CEMETERY								
1002 GRANT OF RIGHTS FEES	15,170	0	12,000	12,000			0.0%	
1003 MEMORIAL FEES	5,610	0	5,000	5,000			0.0%	
1004 INTERMENT FEES	26,435	0	20,000	20,000			0.0%	
1005 CHAPEL FEES	160	0	400	400			0.0%	
1011 LODGE - RENT RECEIVED	9,900	2,475	9,900	7,425			25.0%	
1012 LODGE - WATER RECEIVED	613	150	600	450			25.0%	
1073 UNSTONE - CONTRIBUTION	0	4,224	4,153	(71)			101.7%	
CEMETERY :- Income	57,888	6,849	52,053	45,204			13.2%	0
4001 STAFF COSTS	60,838	14,514	67,378	52,864		52,864	21.5%	
4005 GRAVEDIGGING	3,900	0	4,500	4,500		4,500	0.0%	
4011 RATES	6,136	6,861	6,259	(602)		(602)	109.6%	
4012 WATER	976	159	850	691		691	18.7%	
4014 ELECTRICITY	1,769	78	2,400	2,322		2,322	3.2%	
4018 WASTE DISPOSAL	3,271	269	3,000	2,731		2,731	9.0%	
4021 TELEPHONE COSTS	56	0	0	0		0	0.0%	
4024 SUBSCRIPTIONS	95	95	100	5		5	95.0%	
4036 PROPERTY MAINTENANCE	8,935	0	2,000	2,000		2,000	0.0%	

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4037 GROUNDS MAINTENANCE	1,134	(400)	1,000	1,400		1,400	(40.0%)	
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	198	800	602		602	24.8%	
CEMETERY :- Indirect Expenditure	88,527	21,774	88,287	66,513	0	66,513	24.7%	0
Net Income over Expenditure	(30,640)	(14,925)	(36,234)	(21,309)				
121 CORPORATE MANAGEMENT								
1075 PRECEPT SUPPORT GRANT	12,613	6,307	12,613	6,307			50.0%	
1076 PRECEPT	810,369	410,728	821,456	410,728			50.0%	
1091 INTEREST RECEIVED HSBC BOND	257	25	0	(25)			0.0%	
1092 INTEREST RECEIVED CCLA FUND	1,708	209	1,500	1,291			14.0%	
CORPORATE MANAGEMENT :- Income	824,948	417,269	835,569	418,300			49.9%	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	418,879	833,169	414,290				
122 DEM REPRESENTATION & MGT								
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	500	3,000	2,500		2,500	16.7%	
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	0	5,000	5,000		5,000	0.0%	
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	0	1,000	1,000		1,000	0.0%	
DEM REPRESENTATION & MGT :- Indirect Expenditure	35,438	(1,800)	31,100	32,900	0	32,900	(5.8%)	0
Net Income over Expenditure	(34,277)	1,800	(31,100)	(32,900)				
6000 plus Transfer from EMR	7,500	0						
Movement to/(from) Gen Reserve	(26,777)	1,800						

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>123 GRANTS</u>								
4701 CRICKET CLUB GRANT	2,000	0	2,000	2,000		2,000	0.0%	
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	(458)	0	9,000	9,000	0	9,000	0.0%	0
Net Expenditure	458	0	(9,000)	(9,000)				
<u>125 CAPITAL PROGRAMME</u>								
4054 LOAN INTEREST PWLB	8,873	0	8,000	8,000		8,000	0.0%	
4055 LOAN CAPITAL REPAID	25,654	0	26,000	26,000		26,000	0.0%	
CAPITAL PROGRAMME :- Indirect Expenditure	34,527	0	34,000	34,000	0	34,000	0.0%	0
Net Expenditure	(34,527)	0	(34,000)	(34,000)				
<u>126 NEIGHBOURHOOD PLAN</u>								
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	1,895	0	0	0	0	0		0
Net Expenditure	(1,895)	0	0	0				
<u>131 OUTSIDE SERVICES</u>								
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	1,073	0	0	0				0
4001 STAFF COSTS	117,701	27,343	143,474	116,131		116,131	19.1%	
4006 PROTECTIVE CLOTHING	2,058	248	2,000	1,753		1,753	12.4%	
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	61	300	239		239	20.4%	
4013 RENT	11,000	2,750	13,000	10,250		10,250	21.2%	
4014 ELECTRICITY	8,119	1,057	3,500	2,443		2,443	30.2%	
4015 GAS	84	0	250	250		250	0.0%	
4016 JANITORIAL	0	144	0	(144)		(144)	0.0%	
4018 WASTE DISPOSAL	506	0	600	600		600	0.0%	
4020 MISCELLANEOUS EXPENSES	302	0	800	800		800	0.0%	
4021 TELEPHONE COSTS	954	202	1,100	898		898	18.4%	
4036 PROPERTY MAINTENANCE	298	0	2,000	2,000		2,000	0.0%	

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4037 GROUNDS MAINTENANCE	41,068	11,664	43,000	31,336		31,336	27.1%	
4038 MAINTENANCE CTRCTS	1,184	0	1,200	1,200		1,200	0.0%	
4040 EQUIPMENT REPLACEMENT	4,660	1,185	5,000	3,815		3,815	23.7%	
4041 EQUIPMENT HIRE	360	30	1,000	970		970	3.0%	
4042 EQUIPMENT MAINTCE	2,983	0	2,500	2,500		2,500	0.0%	
4044 VEHICLE COSTS & FUEL	6,583	664	8,000	7,336		7,336	8.3%	
OUTSIDE SERVICES :- Indirect Expenditure	203,475	50,189	234,582	184,393	0	184,393	21.4%	0
Net Income over Expenditure	<u>(202,403)</u>	<u>(50,189)</u>	<u>(234,582)</u>	<u>(184,393)</u>				
132 CENTRAL SERVICES								
1080 MISC INCOME	1,290	375	1,200	825			31.3%	
CENTRAL SERVICES :- Income	1,290	375	1,200	825			31.2%	0
4001 STAFF COSTS	97,330	23,674	106,537	82,863		82,863	22.2%	
4008 TRAINING	345	0	2,000	2,000		2,000	0.0%	
4016 JANITORIAL	3,618	440	2,600	2,160		2,160	16.9%	
4020 MISCELLANEOUS EXPENSES	219	0	250	250		250	0.0%	
4021 TELEPHONE COSTS	1,939	408	2,000	1,592		1,592	20.4%	
4022 POSTAGE	1,048	369	1,000	631		631	36.9%	
4023 STATIONERY/PRINTING	1,267	339	1,000	661		661	33.9%	
4024 SUBSCRIPTIONS	1,681	0	2,300	2,300		2,300	0.0%	
4025 INSURANCE	13,928	0	14,500	14,500		14,500	0.0%	
4026 PHOTOCOPY CHARGES	483	110	600	490		490	18.3%	
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	2,200	6,000	3,800		3,800	36.7%	
4033 COMPUTER MAINTENANCE	4,615	1,916	5,000	3,084		3,084	38.3%	
4040 EQUIPMENT REPLACEMENT	0	(27)	0	27		27	0.0%	
4042 EQUIPMENT MAINTCE	65	0	500	500		500	0.0%	
4051 BANK CHARGES	772	88	800	712		712	11.0%	
4058 ACCOUNTANCY FEES	563	0	700	700		700	0.0%	
4060 OTHER PROF FEES	15,909	(6,698)	10,000	16,698		16,698	(67.0%)	
CENTRAL SERVICES :- Indirect Expenditure	148,644	22,819	162,287	139,468	0	139,468	14.1%	0
Net Income over Expenditure	<u>(147,354)</u>	<u>(22,444)</u>	<u>(161,087)</u>	<u>(138,643)</u>				
Grand Totals:- Income	971,067	479,231	969,819	490,588			49.4%	
Expenditure	879,113	154,142	957,206	803,064	0	803,064	16.1%	
Net Income over Expenditure	<u>91,955</u>	<u>325,089</u>	<u>12,614</u>	<u>(312,476)</u>				
plus Transfer from EMR	7,500	0						
Movement to/(from) Gen Reserve	<u>99,455</u>	<u>325,089</u>						

List of Payments made between 01/07/2020 and 31/07/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
05/07/2020	NEDDC - CHURCH ST CAR PARK	ddr	140.00		Rates - Church Street 20/21
06/07/2020	Gamma Business Communications	ddr2	117.26		Telephone contract - June
09/07/2020	HSBC Bank Plc	ddr3	6.50		Bank Charges - May/June
09/07/2020	Plusnet PLC	ddr4	52.37		Broadband - Civic July
09/07/2020	British Gas Trading Ltd	ddr5	277.81		Civic Hall - Gas June
09/07/2020	TALKTALK DIRECTDEBIT	ddr6	27.00		Broadband - Works Unit July
10/07/2020	HSBC Banking Charges	DDR	34.76	No invoice received	HSBC Banking Charges
10/07/2020	Opus	DDR	34.83	Electric Cem Lodge	Electric Cem Lodge
14/07/2020	O2 Direct Debit	ddr7	84.55		Mobile Phones - June
15/07/2020	HSBC BACS Salareis	BACS	16,546.50		JULY BACS Salaries
15/07/2020	NEDDC Cemetery Lodge	ddr8	686.00		Rates - Cemetery April 20/21
15/07/2020	NEDDC - WORKS UNIT	ddr9	484.00		Rates - Works Unit Apr 20/21
16/07/2020	FuelGenie	ddr13	199.40		Fuel for Vehicles - June
16/07/2020	Business Stream	ddr14	189.86		Water Crickt SLow 12.3-12.6.20
16/07/2020	British Gas Trading Ltd	ddr	25.59		Gas works Unit- 24.3-26.6.20
20/07/2020	Contract Natural Gas Ltd	ddr10	42.83		Gas - Stonelow Pav - June
20/07/2020	Contract Natural Gas Ltd	ddr11	46.65		Gas - Gos Lodge - June
20/07/2020	Business Stream	ddr12	63.13		Water-S/Low field 12.3/12.6.20
20/07/2020	Post Office Ltd	ddr16	4,593.30		Tax & Ni - June 2020
21/07/2020	NEST	DDR	99.63		NEST June deductions
21/07/2020	IRIS Payroll Solutions Ltd	ddr15	22.85		Auto enrolment package - June
21/07/2020	Frama Smart Mailing	ddr	100.00		Franking machine - postage
21/07/2020	OPUS - Civic Hall	ddr2	241.64		Electric - Civic Hall June
21/07/2020	OPUS - Unit Callywhite Lane	ddr3	306.85		Electric - Works Unit
21/07/2020	OPUS - Main Pavillion Stonelow	ddr5	110.61		Electric-Main Pav S/Low July
21/07/2020	OPUS - Small Pavillion Stone	ddr4	22.18		Opus - Small Pav S/Low June
21/07/2020	OPUS - Church Street	ddr6	12.50		Electric-Church Street June
21/07/2020	OPUS - Cliffe Park	ddr7	513.92		Electric-Cliffe Park-June
21/07/2020	OPUS - Cliffe Park	ddr8	77.04		Electric-C/A Pav June
22/07/2020	Personnel Advice & Solutions L	ddr	120.00		Personnel services - June
22/07/2020	Water Plus	ddr	39.81		Water CA Pav 6.4-6.7.20
22/07/2020	Spitfire Network Services Ltd	ddr2	39.60		Alarm line rental
23/07/2020	BACS P/L Pymnt Page 2621	BACS Pymnt	40,660.07		BACS P/L Pymnt Page 2621
23/07/2020	BACS P/L Pymnt Page 2626	BACS Pymnt	449.65		BACS P/L Pymnt Page 2626
23/07/2020	BACS P/L Pymnt Page 2627	BACS Pymnt	119.90		BACS P/L Pymnt Page 2627
23/07/2020	Business Stream	ddr	15.83		Water C/Park Bowls 30.4-9.7.20
23/07/2020	Public Works Loan Board	ddr2	13,424.75		PWB - Loan repayments/Interest
24/07/2020	BACS P/L Pymnt Page 2628	BACS Pymnt	0.10		BACS P/L Pymnt Page 2628
28/07/2020	Westfield Health Direct D	ddr3	70.65		Westfield - July deductions
31/07/2020	British Gas Trading Ltd	ddr10	105.34		Gas - Civic Centre - June
Total Payments			80,205.26		

Cash Received between 01/07/2020 and 31/07/2020

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
27/07/2020	HMRC - VAT	BACS	HMRC- VAT QTR 1	16,972.64
07/07/2020	Sales Recpts Page 4385		Sales Recpts Page 4385	3,925.00
02/07/2020	Sales Recpts Page 4386		Sales Recpts Page 4386	615.00
27/07/2020	Sales Recpts Page 4388		Sales Recpts Page 4388	125.00
23/07/2020	Saxton Mee	bacs	Lodge Rent/Water & Agent Fee	795.80
			Total Receipts	<u>22,433.44</u>

Bank Reconciliation Statement as at 04/08/2020
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	28/07/2020		971,089.76
			<u>971,089.76</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
23/07/2020 BACS Pymnt BACS P/L Pymnt Page 2621		40,660.07	
24/07/2020 BACS Pymnt BACS P/L Pymnt Page 2628		0.10	
			<u>40,660.17</u>
			930,429.59
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			930,429.59
		Balance per Cash Book is :-	930,429.59
		Difference is :-	0.00

Detailed Income & Expenditure by Budget Heading 31/07/2020

Month No: 4

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	1,996	150	1,800	1,650			8.3%	
1010 LETTING INCOME	26,747	(0)	25,000	25,000			0.0%	
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	25,150	27,800	2,650			90.5%	0
4001 STAFF COSTS	25,269	12,277	31,394	19,117		19,117	39.1%	
4011 RATES	24,550	0	25,041	25,041		25,041	0.0%	
4012 WATER	4,017	416	4,500	4,084		4,084	9.3%	
4014 ELECTRICITY	9,206	1,476	6,000	4,524		4,524	24.6%	
4015 GAS	5,382	1,155	5,000	3,845		3,845	23.1%	
4018 WASTE DISPOSAL	1,706	561	1,500	939		939	37.4%	
4020 MISCELLANEOUS EXPENSES	496	180	1,000	820		820	18.0%	
4025 INSURANCE	928	0	1,000	1,000		1,000	0.0%	
4036 PROPERTY MAINTENANCE	6,220	3,138	3,000	(138)		(138)	104.6%	
4038 MAINTENANCE CTRCTS	5,502	0	2,000	2,000		2,000	0.0%	
4040 EQUIPMENT REPLACEMENT	1,655	755	1,000	245		245	75.5%	
4042 EQUIPMENT MAINTCE	2,418	215	1,000	785		785	21.5%	
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	41,033	171,827	130,794		130,794	23.9%	
CIVIC HALL :- Indirect Expenditure	252,157	61,207	256,262	195,055	0	195,055	23.9%	0
Net Income over Expenditure	(223,415)	(36,058)	(228,462)	(192,404)				
<u>102 PARKS & 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	0	0	0			0.0%	
PARKS & OPEN SPACES :- Income	3,076	0	585	585			0.0%	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	0	0	0		0	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	(450)	32,309	32,759	0	32,759	(1.4%)	0
Net Income over Expenditure	(20,626)	450	(31,724)	(32,174)				

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<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	359	2,500	2,141		2,141	14.4%	
PLAY AREAS :- Indirect Expenditure	860	359	2,500	2,141	0	2,141	14.4%	0
Net Expenditure	(860)	(359)	(2,500)	(2,141)				
<u>105 GOSFORTH LODGE</u>								
1010 LETTING INCOME	10,661	0	12,000	12,000			0.0%	
1071 NEDDC GRANTS (Covid-19)	0	10,000	0	(10,000)			0.0%	
GOSFORTH LODGE :- Income	10,661	10,000	12,000	2,000			83.3%	0
4001 STAFF COSTS	15,921	1,425	23,895	22,470		22,470	6.0%	
4011 RATES	4,861	0	4,995	4,995		4,995	0.0%	
4015 GAS	3,787	249	2,800	2,551		2,551	8.9%	
4020 MISCELLANEOUS EXPENSES	1,042	240	1,200	960		960	20.0%	
4021 TELEPHONE COSTS	295	83	600	517		517	13.9%	
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	10,161	37,390	27,229	0	27,229	27.2%	0
Net Income over Expenditure	(31,703)	(161)	(25,390)	(25,229)				
<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	1,425	19,980	18,555		18,555	7.1%	
4012 WATER	1,859	254	2,300	2,046		2,046	11.0%	
4014 ELECTRICITY	10,191	1,456	6,500	5,044		5,044	22.4%	
4018 WASTE DISPOSAL	2,673	1,123	3,100	1,977		1,977	36.2%	
4036 PROPERTY MAINTENANCE	1,485	2,795	1,500	(1,295)		(1,295)	186.3%	
4037 GROUNDS MAINTENANCE	2,380	42	0	(42)		(42)	0.0%	
4042 EQUIPMENT MAINTCE	0	57	0	(57)		(57)	0.0%	
CLIFFE PARK :- Indirect Expenditure	31,880	7,151	33,380	26,228	0	26,228	21.4%	0
Net Income over Expenditure	(8,183)	(7,642)	(11,299)	(3,656)				

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<u>107 THE KIOSK</u>								
1015 KIOSK RENTAL INCOME	12,000	0	12,000	12,000			0.0%	
THE KIOSK :- Income	<u>12,000</u>	<u>0</u>	<u>12,000</u>	<u>12,000</u>			<u>0.0%</u>	<u>0</u>
Net Income	<u>12,000</u>	<u>0</u>	<u>12,000</u>	<u>12,000</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>			<u>632.5%</u>	<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	131	600	469	469		21.8%	
4015 GAS	293	(22)	1,600	1,622	1,622		(1.4%)	
4036 PROPERTY MAINTENANCE	1,017	898	1,000	102	102		89.8%	
4037 GROUNDS MAINTENANCE	(203)	0	250	250	250		0.0%	
4038 MAINTENANCE CTRCTS	519	106	500	394	394		21.1%	
4042 EQUIPMENT MAINTCE	1,494	(898)	500	1,398	1,398		(179.7%)	
COAL ASTON :- Indirect Expenditure	<u>8,207</u>	<u>326</u>	<u>9,157</u>	<u>8,831</u>	<u>0</u>	<u>8,831</u>	<u>3.6%</u>	<u>0</u>
Net Income over Expenditure	<u>(6,826)</u>	<u>9,674</u>	<u>(7,576)</u>	<u>(17,250)</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>			<u>0.0%</u>	<u>0</u>
4012 WATER	(3,460)	457	1,500	1,043	1,043		30.5%	
4014 ELECTRICITY	2,790	458	2,000	1,542	1,542		22.9%	
4015 GAS	1,443	220	1,200	980	980		18.3%	
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	0	600	600	600		0.0%	
4042 EQUIPMENT MAINTCE	32	0	750	750	750		0.0%	
STONELOW REC :- Indirect Expenditure	<u>2,779</u>	<u>1,135</u>	<u>7,550</u>	<u>6,415</u>	<u>0</u>	<u>6,415</u>	<u>15.0%</u>	<u>0</u>
Net Income over Expenditure	<u>(434)</u>	<u>(1,135)</u>	<u>(5,105)</u>	<u>(3,970)</u>				

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
111 DRONFIELD WOODHOUSE REC								
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	<u>2,101</u>	<u>10,080</u>	<u>2,100</u>	<u>(7,980)</u>			<u>480.0%</u>	<u>0</u>
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	<u>2,172</u>	<u>0</u>	<u>2,002</u>	<u>2,002</u>	<u>0</u>	<u>2,002</u>	<u>0.0%</u>	<u>0</u>
Net Income over Expenditure	<u>(71)</u>	<u>10,080</u>	<u>98</u>	<u>(9,982)</u>				
118 HIGHWAYS & ST FURNITURE								
1081 DONATIONS RECEIVED	300	0	0	0			0.0%	
HIGHWAYS & ST FURNITURE :- Income	<u>300</u>	<u>0</u>	<u>0</u>	<u>0</u>				<u>0</u>
4035 BUS SHELTER REPAIRS	399	0	12,000	12,000		12,000	0.0%	
4045 NOTICEBOARDS/SEATS/SIGNS	548	0	3,000	3,000		3,000	0.0%	
HIGHWAYS & ST FURNITURE :- Indirect Expenditure	<u>947</u>	<u>0</u>	<u>15,000</u>	<u>15,000</u>	<u>0</u>	<u>15,000</u>		<u>0</u>
Net Income over Expenditure	<u>(647)</u>	<u>0</u>	<u>(15,000)</u>	<u>(15,000)</u>				
119 CEMETERY								
1002 GRANT OF RIGHTS FEES	15,170	2,640	12,000	9,360			22.0%	
1003 MEMORIAL FEES	5,610	255	5,000	4,745			5.1%	
1004 INTERMENT FEES	26,435	11,990	20,000	8,010			60.0%	
1005 CHAPEL FEES	160	0	400	400			0.0%	
1011 LODGE - RENT RECEIVED	9,900	2,475	9,900	7,425			25.0%	
1012 LODGE - WATER RECEIVED	613	150	600	450			25.0%	
1073 UNSTONE - CONTRIBUTION	0	4,224	4,153	(71)			101.7%	
CEMETERY :- Income	<u>57,888</u>	<u>21,734</u>	<u>52,053</u>	<u>30,319</u>			<u>41.8%</u>	<u>0</u>
4001 STAFF COSTS	60,838	19,309	67,378	48,069		48,069	28.7%	
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	159	850	691		691	18.7%	
4014 ELECTRICITY	1,769	112	2,400	2,288		2,288	4.7%	
4018 WASTE DISPOSAL	3,271	269	3,000	2,731		2,731	9.0%	
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	90	2,000	1,910		1,910	4.5%	
4037 GROUNDS MAINTENANCE	1,134	(400)	1,000	1,400		1,400	(40.0%)	
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	198	800	602		602	24.8%	
CEMETERY :- Indirect Expenditure	88,527	28,344	88,287	59,943	0	59,943	32.1%	0
Net Income over Expenditure	(30,640)	(6,610)	(36,234)	(29,624)				
121 CORPORATE MANAGEMENT								
1075 PRECEPT SUPPORT GRANT	12,613	6,307	12,613	6,307			50.0%	
1076 PRECEPT	810,369	410,728	821,456	410,728			50.0%	
1091 INTEREST RECEIVED HSBC BOND	257	25	0	(25)			0.0%	
1092 INTEREST RECEIVED CCLA FUND	1,708	283	1,500	1,217			18.8%	
CORPORATE MANAGEMENT :- Income	824,948	417,342	835,569	418,227			49.9%	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	418,952	833,169	414,217				
122 DEM REPRESENTATION & MGT								
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	750	3,000	2,250		2,250	25.0%	
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	0	1,000	1,000		1,000	0.0%	
DEM REPRESENTATION & MGT :- Indirect Expenditure	35,438	(1,430)	31,100	32,530	0	32,530	(4.6%)	0
Net Income over Expenditure	(34,277)	1,430	(31,100)	(32,530)				
6000 plus Transfer from EMR	7,500	0						
Movement to/(from) Gen Reserve	(26,777)	1,430						

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
123 GRANTS								
4701 CRICKET CLUB GRANT	2,000	0	2,000	2,000		2,000	0.0%	
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	(458)	0	9,000	9,000	0	9,000	0.0%	0
Net Expenditure	458	0	(9,000)	(9,000)				
125 CAPITAL PROGRAMME								
4054 LOAN INTEREST PWLB	8,873	3,098	8,000	4,902		4,902	38.7%	
4055 LOAN CAPITAL REPAID	25,654	10,327	26,000	15,673		15,673	39.7%	
CAPITAL PROGRAMME :- Indirect Expenditure	34,527	13,425	34,000	20,575	0	20,575	39.5%	0
Net Expenditure	(34,527)	(13,425)	(34,000)	(20,575)				
126 NEIGHBOURHOOD PLAN								
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	1,895	0	0	0	0	0		0
Net Expenditure	(1,895)	0	0	0				
131 OUTSIDE SERVICES								
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	1,073	0	0	0				0
4001 STAFF COSTS	117,701	36,600	143,474	106,874		106,874	25.5%	
4006 PROTECTIVE CLOTHING	2,058	234	2,000	1,766		1,766	11.7%	
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	61	300	239		239	20.4%	
4013 RENT	11,000	2,750	13,000	10,250		10,250	21.2%	
4014 ELECTRICITY	8,119	1,325	3,500	2,175		2,175	37.8%	
4015 GAS	84	24	250	226		226	9.7%	
4016 JANITORIAL	0	144	0	(144)		(144)	0.0%	
4018 WASTE DISPOSAL	506	0	600	600		600	0.0%	
4020 MISCELLANEOUS EXPENSES	302	0	800	800		800	0.0%	
4021 TELEPHONE COSTS	954	285	1,100	815		815	25.9%	
4036 PROPERTY MAINTENANCE	298	0	2,000	2,000		2,000	0.0%	

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4037 GROUNDS MAINTENANCE	41,068	14,393	43,000	28,607		28,607	33.5%	
4038 MAINTENANCE CTRCTS	1,184	0	1,200	1,200		1,200	0.0%	
4040 EQUIPMENT REPLACEMENT	4,660	1,313	5,000	3,687		3,687	26.3%	
4041 EQUIPMENT HIRE	360	30	1,000	970		970	3.0%	
4042 EQUIPMENT MAINTCE	2,983	0	2,500	2,500		2,500	0.0%	
4044 VEHICLE COSTS & FUEL	6,583	1,055	8,000	6,945		6,945	13.2%	
OUTSIDE SERVICES :- Indirect Expenditure	203,475	63,055	234,582	171,527	0	171,527	26.9%	0
Net Income over Expenditure	(202,403)	(63,055)	(234,582)	(171,527)				
132 CENTRAL SERVICES								
1080 MISC INCOME	1,290	500	1,200	700			41.7%	
CENTRAL SERVICES :- Income	1,290	500	1,200	700			41.7%	0
4001 STAFF COSTS	97,330	31,470	106,537	75,067		75,067	29.5%	
4008 TRAINING	345	0	2,000	2,000		2,000	0.0%	
4016 JANITORIAL	3,618	2,268	2,600	332		332	87.2%	
4020 MISCELLANEOUS EXPENSES	219	0	250	250		250	0.0%	
4021 TELEPHONE COSTS	1,939	573	2,000	1,427		1,427	28.7%	
4022 POSTAGE	1,048	469	1,000	531		531	46.9%	
4023 STATIONERY/PRINTING	1,267	394	1,000	606		606	39.4%	
4024 SUBSCRIPTIONS	1,681	398	2,300	1,902		1,902	17.3%	
4025 INSURANCE	13,928	11,491	14,500	3,009		3,009	79.2%	
4026 PHOTOCOPY CHARGES	483	110	600	490		490	18.3%	
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	2,790	6,000	3,210		3,210	46.5%	
4033 COMPUTER MAINTENANCE	4,615	3,204	5,000	1,796		1,796	64.1%	
4040 EQUIPMENT REPLACEMENT	0	(27)	0	27		27	0.0%	
4042 EQUIPMENT MAINTCE	65	0	500	500		500	0.0%	
4051 BANK CHARGES	772	129	800	671		671	16.2%	
4058 ACCOUNTANCY FEES	563	0	700	700		700	0.0%	
4060 OTHER PROF FEES	15,909	(6,598)	10,000	16,598		16,598	(66.0%)	
CENTRAL SERVICES :- Indirect Expenditure	148,644	46,671	162,287	115,616	0	115,616	28.8%	0
Net Income over Expenditure	(147,354)	(46,171)	(161,087)	(114,916)				
Grand Totals:- Income	971,067	494,315	969,819	475,504			51.0%	
Expenditure	879,113	228,345	957,206	728,861	0	728,861	23.9%	
Net Income over Expenditure	91,955	265,970	12,614	(253,356)				
plus Transfer from EMR	7,500	0						
Movement to/(from) Gen Reserve	99,455	265,970						