

SELSTON PARISH COUNCIL

Clerk to the Council: Ms Lisa Simpson
The Parish Hall, Mansfield Road, Selston, Nottingham, NG16 6EE
Tel. Ripley (01773) 812012
Email: clerk@selstonparishcouncil.co.uk

10 May 2018

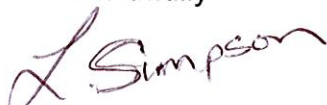
Dear Councillor,

You are hereby summoned to attend the Annual Meeting of Selston Parish Council at **The Parish Hall, Mansfield Road, Selston, NG16 6EE** on Wednesday, 16 May 2018 at 7.00pm.

Press and Public are invited to attend.

An agenda is set out below.

Yours faithfully



Parish Clerk

DRAFT AGENDA

1. **To elect the Chairman of the Council and to receive the Chairman's Declaration of Acceptance of Office**
2. **To elect the Vice Chairman and to receive the Vice Chairman's Declaration of Acceptance of Office**
3. **To receive apologies for absence**
4. **To receive declarations of interest from Councillors**
5. **To discuss which items, if any of the Agenda should be taken with the public excluded**
Items of Confidentiality to be discussed at end of Meeting. Members of the press, public and non-voting members will be asked to leave the Meeting. Public Bodies (Admission to Meetings) Act 1960 S.1
6. **Members of the public are invited to address the Council – 15 minutes is designated for public participation**
7. **To approve the minutes of the meeting held on Monday, 30 April 2018**
8. **To approve and adopt the new Standing Orders**

9. To review and adopt any alterations to the Financial Regulations
10. To review and adopt any changes to Internal Controls
11. To review Risk Management
12. To confirm Selston Parish Council Members' Code of Conduct
13. To review and adopt any changes to the Complaints Procedure Policy
14. To review and adopt any changes to the Media Policy
15. To review and adopt any changes to the Social Media Policy
16. To review and adopt any changes to the Equal Opportunities policy
17. To review and adopt any changes to the Lone Working policy
18. To approve and adopt the Data Protection Policy
19. To approve and adopt the Data Breach Policy
20. To approve and adopt the Records Retention Policy
21. To approve GDPR Security Compliance Checklist
22. To review Committee Structures and to appoint Councillors to serve on Committees and other bodies
23. To review and adopt any alterations to Terms of Reference for the Staff & Complaints Panel
24. To review and adopt any alterations to Terms of Reference for Strategic Planning & Finance Committee
25. To set the Chairman's Allowance
26. To set an amount for s137 donations
27. To consider correspondence received and required action – see attached sheet
28. Request for RFO & Clerk to attend Budgeting & Financial Management Training on 4th July 10am to 1pm and Understanding Internal Audit on 3rd July 1pm to 3pm
29. Finance – see attached sheet
Approval and signing of Annual Governance and Accountability Return – Section 1
Approval and signing of Annual Governance and Accountability Return – Section 2
30. Recreation Ground update

31. Planter at top of Palmerston Street and Wagstaff Lane

32. Planning Applications – see attached sheet

33. Allotments

34. Community Centre Update

Sign required for Jacksdale Community Centre and Selston Parish Hall

35. Date of next meeting – Monday, 25 June 2018 at Underwood Community Centre,
Church Lane, Underwood at 7.00pm

SELSTON PARISH COUNCIL

DRAFT Minutes of meeting of the Parish Council held on **Monday, 30 April 2018** at 7.00pm at the Old Council Offices, Alferton Road, Selston, NG16 6DJ

Present

Cllr M Ashmore
Cllr J Banks
Cllr B Briggs
Cllr S Fletcher
Cllr S Hey
Cllr D Hodgman
Cllr B Jackson

Cllr S Jackson
Cllr A Justice
Cllr D Justice (Vice Chair)
Cllr D Martin (also NCC)
Cllr J O'Byrne
Cllr P Pilgrim

Cllr C Quinn-Wilcox (also
ADC)
Cllr D Wilson
Cllr S Wilson (Chair) (also
ADC)
Cllr R Young

Apologies:

Cllr J Butler - training
Cllr C Chapman (also ADC) – work commitments

Also present: Lisa Simpson (Clerk), Tracey Kirkland-Walker (Assistant Clerk) and 17 members of the public.

1. A minute's silence was held in memory of the late Mary Dodds who formerly served as a Councillor on Selston Parish Council in the ward of Jacksdale for 21 years.
2. To receive apologies for absence
Apologies were received as above
3. To receive declarations of interest from Councillors
Cllr B Briggs – item 6 non-pecuniary
Cllr D Hodgman – items 14, 15 and 17 non-pecuniary
Cllr D Martin – items 6, 7, 12, 13 and 15 non pecuniary
Cllr C Quinn-Wilcox – items 4, 12 and 18 non-pecuniary
4. To determine which items, if any of the Agenda should be taken with the public excluded

Cllr Quinn-Wilcox requested that items 12 and 18 be moved to Confidential Items at the end of the meeting.

Cllr D Justice requested that a staffing matter is discussed in Confidential Items.

5. Policing

Cllr J O'Byrne arrived at 7.05pm

Sgt Carl Holland informed the meeting that due to restructuring there is currently only one police constable in our area. In 3 weeks time 3 new officers will start in the district

and their training will take approx 3 months. 1 of the new officers is allocated to the Rurals.

Sgt Holland thanked those who attended the Community Alcohol Partnership launch on Friday and informed that the first meeting will be on the 11th May 2018 10am at Selston Parish Hall where the Action Plan will be presented.

There has been an increase in anti social behaviour, particularly in the Park areas, which is being worked on and hopefully CAP will help.

Public Spaces Protection Order has been approved for J27.

Operation decelerate has taken place and will be re run.

6. Update on Selston Golf Course

A meeting has been held with ADC and they are turning the Golf Course into a Country Park. We are awaiting further information regarding costing before another meeting is held to discuss the future involvement of the Parish Council. However due to the new leadership at ADC the budget is being reviewed and the Parish Council will be informed if there are any changes.

7. County Council Update

8. District Council Updates

The Chairman advised that item 7 County Council Update and item 8 District Council Updates will no longer be on the Agenda and people should attend the Councillors surgeries. The Clerk has requested that the updates are emailed to her to be sent out with the Agenda.

Councillors voted against the County Council Update and District Council Update being heard at Parish Council meetings.

9. Members of the public are invited to address the Council

A resident was informed that the condition of the trees on Selston Golf Course has been reported to ADC and maintenance work will be carried out.

It was confirmed that there will not be a Festival on Greenwells Recreation Ground in June.

A resident asked if they could set up a Committee to help run Selston Golf Course and they were advised to contact the Clerk to arrange a meeting.

10. To approve the minutes of the full council meeting held on Monday, 26 March 2018

RESOLVED: To accept the minutes of the full council meeting held on 26 March 2018 as a true record.

11. To consider Correspondence received

Item 3 - Request to metal detect on Parish Land from member of national council for metal detecting - Cllrs voted to grant permission provided that James is correctly insured and any disturbed land is reinstated.

Item 4 – It was noted that NHS Blood and Transplant have a contract with ADC to use their buildings' for donor sessions.

Item 10 – Thank you letter was read out from Brinsley Brownies

12. Approval of Press Release for Budget Article

Moved to Confidential Items

13. Finance as attached to the Agenda

Congratulations was extended to all those involved with raising money for the Christmas Events.

The Clerk explained that Paypal is actually Paypoint and will be corrected for future finance sheets. The Paypoint payments are taken from the HSBC account and monies received are paid into and transferred from the Yorkshire bank account, the variance between the two is due to charges and commission.

14. Recreation Grounds

Public consultations have been completed for Jacksdale and Friezeland so the next stage is to obtain quotes and source funding.

Jacksdale – The Circus was enjoyed and well attended and they did leave the site clean.

Friezeland – The Notice board has been vandalised again and it was agreed to move the Notice Board to the back of the fence in front of the Community Centre at a cost of £160.

Woodnook – The request to review the skate park design and paths will be considered by the working party committee.

15. Planning Applications – as attached to the Agenda

V/2018/0210 – Clerk will email Cllrs an explanation of Condition 4 of V/2017/0030

V/2018/0234, 5 & 6 – an emailed explanation has already been sent.

There were no further comments.

16. Allotments – There are plots available on Nottingham Rd Selston and Underwood

17. Community Centres

RCAN update – Selston Village Halls Trustee Training, 22nd May 2018 6.30pm at the Old Council Offices. The meeting is open to everyone not just trustees. A draft management agreement between the Council & the Charity has been drawn up and emailed out for approval. It will be reviewed at the Trustee Training meeting.

Parish Hall – Councillors voted to allow dog training classes for assisted living

CCTV – it was agreed to instruct the Clerk to arrange for the installation of CCTV cameras in the Parish Office and outside the office door at an approximate cost of £600.

An Architect has been instructed for the improvements to the Bar Area and disabled access to the Parish Office at a cost of £1650.

Update on Telephone mast – It was agreed to accept the Valuation of £40000.

Pavilion – It was agreed to install a check meter on the floodlights at a cost of £250 which is refunded if the meter is found to be faulty.

18. Committee Selection Form

Moved to Confidential Items

19. GDPR – Policies have been emailed for approval at the Annual meeting. New legislation commences 25th May 2018. Clerk read an email from Ruth Dennis which informed that training will be delivered to all Councillors on the implementation of the GDPR and Data Protection Act.

Training will be for all councillors and it is important that they attend.

20. Date of next meeting – Wednesday, 16 April 2018 at 6.00pm for the Annual Parish Meeting and 7.00pm for the Annual Meeting of Selston Parish Council at Selston Parish Hall, Mansfield Rd, Selston, NG16 6EE.

No emails have been received regarding the Programme of Meetings that has been issued so the Clerk has assumed it is accepted.

Confidential Items –

Item 12 - Approval of Press Release for Budget Article – The Press Release was approved

Staffing matters – Cllrs were informed of some staff issues that had been dealt with through Moorepay.

It was proposed to change the working days of the RFO to include 9 till 3 Monday and Fridays, to have Wednesdays off and to work 12 till 4 on Tuesdays and Thursdays. The vote was carried.

It was proposed to close the office on Wednesdays for 8 weeks to allow the Clerk and Assistant Clerk to catch up with outstanding issues and to work on the GDPR. The vote was carried.

Item 18 - Committee Selection Form

The Clerk asked Cllrs to complete the form attached to the Agenda.

Meeting Closed at 20.55 hrs

CORRESPONDENCE – MAY 2018

| | | | |
|---|---------------------------|---|--------------------|
| 1 | SLCC | National Salary Award 2018-19 (Pay Scales) | |
| 2 | SLCC | Renewal of SLCC Membership | |
| 3 | Bolsover District Council | Local Plan for Bolsover District: Publication | Emailed out 2/5/18 |
| 4 | Ashfield District Council | Granting of Lottery Licence | |

LOCAL COUNCILS IN ENGLAND AND WALES

ANNUAL RETURN

FOR THE YEAR ENDED 31 March 2018

Selston Parish Council 2017/18

SECTION 1 - THE STATEMENT OF ACCOUNTS

I certify that the accounts contained in this return present fairly the financial position of the council, are consistent with the underlying financial records and have been prepared on the basis of Income and Expenditure.

Responsible Financial Officer

Date

I confirm that these accounts are approved by the Council and recorded as council minute reference

Dated

Signed on behalf of the above Council (Chair)

Date

| | | <u>Last Year £</u> | <u>This Year £</u> | <u>General Notes for Guidance</u> |
|----|----------------------------------|--------------------|--------------------|---|
| 1 | Balances brought forward | 263,092 | 335,035 | Total balances & reserves at the beginning of the year as recorded in the Council Financial Records |
| 2 | Annual Precept | 225,965 | 230,748 | Total amount of Precept income received in the year |
| 3 | Total other receipts | 79,453 | 134,057 | Total income or receipts as recorded in the cashbook minus the Precept |
| 4 | Staff costs | 78,021 | 92,201 | Total expenditure or payments made to and on behalf of all council employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and expenses |
| 5 | Loan interest/Capital repayments | 6,979 | 6,979 | Total expenditure or payments of capital and interest made during the year on the Council borrowings |
| 6 | Total other payments | 148,474 | 239,373 | Total expenditure or payments as recorded in the cashbook minus employment costs (Line 4) and loan / interest expenditure / payments (Line 5) |
| 7 | Balances carried forward | 335,035 | 361,287 | Total balances and reserves at the end of the year. [Must equal (1+2+3)-(4+5+6)] |
| 8 | Total Cash & Investments | 328,587 | 350,990 | The sum of all current and deposit bank accounts, cash holdings and investments held as at 31 March |
| 9 | Total Fixed Assets | 2,409,280 | 2,463,719 | The recorded current book value at 31 March of all tangible fixed assets owned by the Council as recorded in the asset register |
| 10 | Total Borrowings | 19,891 | 13,455 | The outstanding capital balances as at 31 March of all loans from third parties (usually PWLB) |

The following documents should accompany the accounts when submitted to the auditor:

- * A brief explanation of significant variations from last year to this year in Section 1;
- * Bank Reconciliation as at 31 March

Selston Parish Council 2017/18

Income and Expenditure Account for Year Ended 31st March 2018

| 31st March 2017 | | 31st March 2018 |
|-----------------|-------------------------------|-----------------|
| | Operating Income | |
| 242,569 | Administration/Parish Council | 247,237 |
| 481 | General Grants | 44,813 |
| 1,192 | Stay and Play | 999 |
| 4,541 | Outdoor Recreation | 4,598 |
| 1,584 | Allotments | 1,640 |
| 26,079 | Parish Hall | 30,758 |
| 9,196 | Old Council Offices | 11,537 |
| 7,738 | Jacksdale Community Centre | 9,930 |
| 12,040 | Underwood Community Centre | 13,293 |
| 305,418 | Total Income | 364,805 |
| | Running Costs | |
| 85,182 | Administration/Parish Council | 100,011 |
| 1,360 | Section 137 | 1,758 |
| 0 | General Grants | 3,426 |
| 545 | Civic | 6,563 |
| 1,359 | Stay and Play | 963 |
| 14,306 | Capital Expenditure | 79,678 |
| 210 | Admin-Leisure Contract ADC | 0 |
| 44,470 | Grounds Maintenance | 48,513 |
| 11,488 | Outdoor Recreation | 13,699 |
| 488 | Footpath Maintenance | 830 |
| 1,336 | Allotments | 1,952 |
| 31,237 | Parish Hall | 34,559 |
| 12,527 | Old Council Offices | 13,291 |
| 14,605 | Jacksdale Community Centre | 17,039 |
| 14,362 | Underwood Community Centre | 16,271 |
| 233,474 | Total Expenditure | 338,553 |
| | General Fund Analysis | |
| 166,152 | Opening Balance | 209,746 |
| 305,418 | Plus : Income for Year | 364,805 |
| 471,570 | | 574,551 |
| 233,474 | Less : Expenditure for Year | 338,553 |
| 238,095 | | 235,999 |
| 28,349 | Transfers TO / FROM Reserves | 2,864 |
| 209,746 | Closing Balance | 233,135 |

Printed on : 10/05/2018

Selston Parish Council 2017/18

At : 11:24

Balance Sheet as at - 31st March 2018

31st March 2017

31st March 2018

Current Assets

| | | |
|----------------|-------------------------------|---------|
| 936 | Debtors Control account | 3,018 |
| 6,962 | VAT Control Account | 8,106 |
| 0 | Prepayments | 1,750 |
| 186,956 | Yorkshire Bank | 207,802 |
| 2,685 | Yorkshire Bank - War Memorial | 2,680 |
| 56,090 | Yorkshire Bank - 3 | 56,155 |
| 82,606 | HSBC | 84,103 |
| 250 | Petty Cash | 250 |
| 336,485 | | |

363,864

336,485 Total Assets**363,864**

Current Liabilities

| | | |
|--------------|---------------------|-------|
| 1,450 | Accruals | 1,803 |
| 0 | Receipts in Advance | 773 |
| 1,450 | | |

2,576

335,035 Total Assets Less Current Liabilities**361,287**

Represented By

| | | |
|---------|--------------------------------|---------|
| 209,746 | General Reserves | 233,135 |
| 12,461 | EMR Parish Hall | 22,511 |
| 34,980 | EMR Underwood Community Centre | 34,980 |
| 2,712 | EMR Old Council Office Reserve | 2,712 |
| 9,030 | EMR Jacksdale CC Capital Reser | 9,030 |
| 13,905 | EMR Jacksdale Rec Ground | 3,496 |
| 2,000 | EMR Reserves Allotments | 2,000 |
| 4,500 | EMR Reserves Pavilion capital | 4,500 |
| 2,500 | EMR Westwood Changing Rooms Re | 2,500 |
| 12,887 | EMR Friezeland Rec Ground res | 20,116 |
| 7,500 | EMR War Memorial Reserves | 7,500 |
| 4,000 | EMR Machinery Purchases | 4,000 |
| 2,000 | EMR Recreation Grounds Reserve | 2,000 |
| 4,664 | EMR Grounds Maintenance | 4,664 |
| 8,150 | EMR Election Fees Reserves | 3,162 |
| 4,000 | EMR Legal Expenses reserves | 2,340 |
| 0 | EMR Christmas Event-Selston | 1,522 |

Balance Sheet as at - 31st March 2018

31st March 2017

31st March 2018

0 EMR Christmas Event-Jacksdale

1,025

0 EMR Christmas Event-Underwood

95

335,035361,287

The above statement represents fairly the financial position of the authority as at 31st March 2018
and reflects its Income and Expenditure during the year.

Signed :
Chairman

Date : _____

Signed :
Responsible
Financial
Officer

Date : _____

Summary Income & Expenditure by Budget Heading 31/03/2018

Month No : 12

Committee Report

| | Actual Last Year | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Of Budget |
|---|---------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|
| <u>Full Council</u> | | | | | | | |
| Expenditure | 160,744 | 257,393 | 203,834 | -53,559 | 0 | -53,559 | 126.3 % |
| Income | 250,366 | 299,287 | 245,992 | 53,295 | | | 121.7 % |
| Net Expenditure over Income | -89,622 | -41,894 | -42,158 | -264 | | | |
| <u>Community Centres</u> | | | | | | | |
| Expenditure | 72,730 | 81,160 | 92,840 | 11,680 | 0 | 11,680 | 87.4 % |
| Income | 55,052 | 65,518 | 46,100 | 19,418 | | | 142.1 % |
| Net Expenditure over Income | 17,678 | 15,642 | 46,740 | 31,098 | | | |
| <u>INCOME - EXPENDITURE TOTALS</u> | | | | | | | |
| Expenditure | 233,474 | 338,553 | 296,674 | -41,879 | 0 | -41,879 | 114.1 % |
| Income | 305,418 | 364,805 | 292,092 | 72,713 | | | 124.9 % |
| Net Expenditure over Income | -71,943 | -26,252 | 4,582 | 30,834 | | | |

Month No : 12

Committee Report

| | | Actual Last Year | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % of Budget |
|--|--------------------------------------|---------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|
| Full Council | | | | | | | | |
| 101 | Administration/Parish Council | | | | | | | |
| 4000 | Wages, Superan, Ers NIC | 37,406 | 51,511 | 42,000 | -9,511 | | -9,511 | 122.6 % |
| 4001 | Superannuation | 839 | 0 | 0 | 0 | | 0 | 0.0 % |
| 4015 | Stationery | 600 | 485 | 600 | 115 | | 115 | 80.8 % |
| 4016 | Postage | 130 | 128 | 250 | 123 | | 123 | 51.0 % |
| 4017 | Photocopier | 2,924 | 1,631 | 2,000 | 369 | | 369 | 81.5 % |
| 4020 | Subscriptions | 7,735 | 8,247 | 8,600 | 353 | | 353 | 95.9 % |
| 4025 | Insurance | 6,534 | 6,695 | 7,000 | 305 | | 305 | 95.6 % |
| 4026 | Legal fees | 1,802 | 4,160 | 2,500 | -1,660 | | -1,660 | 166.4 % |
| 4027 | Neighbourhood Plan | 6,920 | 1,641 | 2,000 | 359 | | 359 | 82.0 % |
| 4030 | Bank Charges | 592 | 579 | 600 | 21 | | 21 | 96.4 % |
| 4035 | Office Equipment | 913 | 998 | 1,000 | 2 | | 2 | 99.8 % |
| 4040 | Misc | 115 | 2,871 | 1,600 | -1,271 | | -1,271 | 179.4 % |
| 4045 | Grounds Maintenance - Misc | 5,336 | 6,842 | 10,000 | 3,158 | | 3,158 | 68.4 % |
| 4050 | Recruitment Costs | 191 | 0 | 500 | 500 | | 500 | 0.0 % |
| 4055 | Office Telephone | 512 | 274 | 450 | 176 | | 176 | 60.9 % |
| 4060 | Loan Repayments | 6,979 | 6,979 | 6,979 | 0 | | 0 | 100.0 % |
| 4065 | Loan Charges | 0 | 0 | 500 | 500 | | 500 | 0.0 % |
| 4070 | Audit Fees | 1,164 | 1,410 | 1,300 | -110 | | -110 | 108.5 % |
| 4075 | Advertising | 497 | 1,130 | 900 | -230 | | -230 | 125.5 % |
| 4085 | Contingencies | 1,069 | 400 | 3,500 | 3,100 | | 3,100 | 11.4 % |
| 4090 | Repairs & Renewals | 349 | 410 | 1,000 | 590 | | 590 | 41.0 % |
| 4095 | Caretaker's House Expenditure | 896 | 515 | 1,500 | 985 | | 985 | 34.3 % |
| 4100 | Footpath Maintenance | 504 | 290 | 1,000 | 710 | | 710 | 29.0 % |
| 4105 | Training Courses | 195 | 853 | 750 | -103 | | -103 | 113.7 % |
| 4110 | Charmans Allowance | 165 | 114 | 200 | 87 | | 87 | 56.8 % |
| 4150 | Events | 816 | 587 | 1,000 | 413 | | 413 | 58.7 % |
| 4151 | Christmas Event | 0 | 1,264 | 0 | -1,264 | | -1,264 | 0.0 % |
| Administration/Parish Council :- Expenditure | | 85,182 | 100,011 | 97,729 | -2,282 | 0 | -2,282 | 102.3 % |
| 1076 | Precept | 225,965 | 230,748 | 230,748 | 0 | | | 100.0 % |
| 1090 | Interest Received | 137 | 106 | 100 | 6 | | | 105.7 % |
| 1105 | Caretaker's Rent | 5,539 | 4,884 | 5,544 | -660 | | | 88.1 % |
| 1125 | Footpath Grant | 3,960 | 3,190 | 2,500 | 690 | | | 127.6 % |
| 1450 | Neighbourhood Plan | 5,000 | 0 | 0 | 0 | | | 0.0 % |
| 1900 | Miscellaneous Income | 1,968 | 5,017 | 1,000 | 4,017 | | | 501.7 % |
| 1901 | Christmas Event | 0 | 2,173 | 0 | 2,173 | | | 0.0 % |
| 1902 | Christmas Event JCC | 0 | 1,025 | 0 | 1,025 | | | 0.0 % |
| 1903 | Christmas Event UCC | 0 | 95 | 0 | 95 | | | 0.0 % |
| Administration/Parish Council :- Income | | 242,569 | 247,237 | 239,892 | 7,346 | | | 103.1 % |
| Net Expenditure over Income | | -157,386 | -147,226 | -142,163 | 5,063 | | | |

Month No : 12

Committee Report

| | | Actual Last Year | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % of Budget |
|------------|------------------------------------|---------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|
| 102 | Section 137 | | | | | | | |
| 4186 | S137 DONATION | 1,360 | 1,758 | 2,000 | 242 | | 242 | 87.9 % |
| | Section 137 :- Expenditure | <u>1,360</u> | <u>1,758</u> | <u>2,000</u> | <u>242</u> | <u>0</u> | <u>242</u> | <u>87.9 %</u> |
| | Net Expenditure over Income | <u>1,360</u> | <u>1,758</u> | <u>2,000</u> | <u>242</u> | | | |
| 103 | General Grants | | | | | | | |
| 4185 | General Grants | 0 | 3,426 | 0 | -3,426 | | -3,426 | 0.0 % |
| | General Grants :- Expenditure | <u>0</u> | <u>3,426</u> | <u>0</u> | <u>-3,426</u> | <u>0</u> | <u>-3,426</u> | |
| 1130 | Grants & Donations Received | 481 | 44,813 | 0 | 44,813 | | | 0.0 % |
| | General Grants :- Income | <u>481</u> | <u>44,813</u> | <u>0</u> | <u>44,813</u> | | | |
| | Net Expenditure over Income | <u>-481</u> | <u>-41,387</u> | <u>0</u> | <u>41,387</u> | | | |
| 105 | Civic | | | | | | | |
| 4190 | Election Costs | 0 | 6,563 | 1,575 | -4,988 | | -4,988 | 416.7 % |
| 4200 | Other Civic Costs | 545 | 0 | 700 | 700 | | 700 | 0.0 % |
| | Civic :- Expenditure | <u>545</u> | <u>6,563</u> | <u>2,275</u> | <u>-4,288</u> | <u>0</u> | <u>-4,288</u> | <u>288.5 %</u> |
| | Net Expenditure over Income | <u>545</u> | <u>6,563</u> | <u>2,275</u> | <u>-4,288</u> | | | |
| 106 | Stay and Play | | | | | | | |
| 4972 | stay n play | 1,359 | 731 | 500 | -231 | | -231 | 146.2 % |
| 4973 | Play bugs | 0 | 233 | 0 | -233 | | -233 | 0.0 % |
| | Stay and Play :- Expenditure | <u>1,359</u> | <u>963</u> | <u>500</u> | <u>-463</u> | <u>0</u> | <u>-463</u> | <u>192.7 %</u> |
| 1451 | Stay n play | 1,192 | 823 | 500 | 323 | | | 164.6 % |
| 1452 | Play bugs | 0 | 176 | 0 | 176 | | | 0.0 % |
| | Stay and Play :- Income | <u>1,192</u> | <u>999</u> | <u>500</u> | <u>499</u> | | | <u>199.8 %</u> |
| | Net Expenditure over Income | <u>167</u> | <u>-35</u> | <u>0</u> | <u>35</u> | | | |
| 108 | Capital Expenditure | | | | | | | |
| 4220 | Capital Expenditure Office | 0 | 0 | 1,000 | 1,000 | | 1,000 | 0.0 % |
| 4225 | Capital Expenditure JCC | 970 | 3,733 | 5,000 | 1,267 | | 1,267 | 74.7 % |
| 4230 | Capital Expenditure PH | 970 | 950 | 10,000 | 9,050 | | 9,050 | 9.5 % |
| 4235 | Capital Expenditure OCO | 970 | 1,200 | 2,000 | 800 | | 800 | 60.0 % |
| 4240 | Capital Expenditure UCC | 5,046 | 0 | 5,000 | 5,000 | | 5,000 | 0.0 % |
| 4250 | Capital Expenditure RG | 2,400 | 73,795 | 12,000 | -61,795 | | -61,795 | 615.0 % |
| 4252 | Capital Expenditure Friezeland | 3,950 | 0 | 0 | 0 | | 0 | 0.0 % |
| | Capital Expenditure :- Expenditure | <u>14,306</u> | <u>79,678</u> | <u>35,000</u> | <u>-44,678</u> | <u>0</u> | <u>-44,678</u> | <u>227.7 %</u> |
| | Net Expenditure over Income | <u>14,306</u> | <u>79,678</u> | <u>35,000</u> | <u>-44,678</u> | | | |

Month No : 12

Committee Report

| | | Actual Last Year | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % of Budget |
|------------|---|---------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|
| 110 | <u>Admin-Leisure Contract ADC</u> | | | | | | | |
| 4340 | ADC-Performing Rights | 210 | 0 | 230 | 230 | | 230 | 0.0 % |
| | Admin-Leisure Contract ADC :- Expenditure | 210 | 0 | 230 | 230 | 0 | 230 | 0.0 % |
| | Net Expenditure over Income | 210 | 0 | 230 | 230 | | | |
| 115 | <u>Grounds Maintenance</u> | | | | | | | |
| 4360 | GM-D.S.O Charge | 44,470 | 48,513 | 50,000 | 1,487 | | 1,487 | 97.0 % |
| | Grounds Maintenance :- Expenditure | 44,470 | 48,513 | 50,000 | 1,487 | 0 | 1,487 | 97.0 % |
| | Net Expenditure over Income | 44,470 | 48,513 | 50,000 | 1,487 | | | |
| 120 | <u>Outdoor Recreation</u> | | | | | | | |
| 4380 | OR-Water Meter Charges | 991 | 2,810 | 1,150 | -1,660 | | -1,660 | 244.4 % |
| 4385 | OR-Electricity | 913 | 1,055 | 1,100 | 45 | | 45 | 95.9 % |
| 4390 | OR-Gas | 938 | 1,771 | 1,000 | -771 | | -771 | 177.1 % |
| 4395 | OR-Pavilion Cleaning/Decor. | 0 | 0 | 100 | 100 | | 100 | 0.0 % |
| 4400 | OR-Energy Savings | 33 | 0 | 500 | 500 | | 500 | 0.1 % |
| 4405 | OR-Miscellaneous Services | 153 | 306 | 500 | 194 | | 194 | 61.2 % |
| 4415 | OR-Repairs & Maint Buildings | 6,065 | 5,435 | 5,000 | -435 | | -435 | 108.7 % |
| 4420 | OR-External Decorations | 0 | 0 | 500 | 500 | | 500 | 0.0 % |
| 4425 | OR-Electrical Repairs | 200 | 503 | 500 | -3 | | -3 | 100.6 % |
| 4430 | OR-Fire Fighting Equipment | 339 | 438 | 500 | 62 | | 62 | 87.7 % |
| 4435 | OR-Equipment Purchase | 361 | 326 | 500 | 174 | | 174 | 65.2 % |
| 4436 | Legionella | 996 | 1,055 | 1,000 | -55 | | -55 | 105.5 % |
| 4445 | OR-Internal Decoration | 500 | 0 | 250 | 250 | | 250 | 0.0 % |
| | Outdoor Recreation :- Expenditure | 11,488 | 13,699 | 12,600 | -1,099 | 0 | -1,099 | 108.7 % |
| 1200 | OR - Fees & Charges | 4,541 | 4,598 | 4,000 | 598 | | | 115.0 % |
| | Outdoor Recreation :- Income | 4,541 | 4,598 | 4,000 | 598 | | | 115.0 % |
| | Net Expenditure over Income | 6,947 | 9,101 | 8,600 | -501 | | | |
| 121 | <u>Footpath Maintenance</u> | | | | | | | |
| 4046 | Lenghtsman Salary | 488 | 830 | 1,500 | 670 | | 670 | 55.3 % |
| | Footpath Maintenance :- Expenditure | 488 | 830 | 1,500 | 670 | 0 | 670 | 55.3 % |
| | Net Expenditure over Income | 488 | 830 | 1,500 | 670 | | | |
| 125 | <u>Allotments</u> | | | | | | | |
| 4455 | ALL-Water Meter Charges | 1,199 | 1,154 | 1,500 | 346 | | 346 | 76.9 % |

Month No : 12

Committee Report

| | | Actual Last Year | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % of Budget |
|-------|------------------------------------|---------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|
| 4460 | ALL-Repairs & Maintenance | 137 | 799 | 500 | -299 | | -299 | 159.7 % |
| | Allotments :- Expenditure | <u>1,336</u> | <u>1,952</u> | <u>2,000</u> | <u>48</u> | <u>0</u> | <u>48</u> | <u>97.6 %</u> |
| 1205 | ALL - Rents | 1,549 | 1,570 | 1,600 | -30 | | | 98.1 % |
| 1305 | Allotment Deposit | -40 | 20 | 0 | 20 | | | 0.0 % |
| 1310 | Key Deposit | 75 | 50 | 0 | 50 | | | 0.0 % |
| | Allotments :- Income | <u>1,584</u> | <u>1,640</u> | <u>1,600</u> | <u>40</u> | | | <u>102.5 %</u> |
| | Net Expenditure over Income | <u>-248</u> | <u>312</u> | <u>400</u> | <u>88</u> | | | |
| <hr/> | | | | | | | | |
| | Full Council :- Expenditure | 160,744 | 257,393 | 203,834 | -53,559 | 0 | -53,559 | 126.3 % |
| | Income | 250,366 | 299,287 | 245,992 | 53,295 | | | 121.7 % |
| | Net Expenditure over Income | <u>-89,622</u> | <u>-41,894</u> | <u>-42,158</u> | <u>-264</u> | | | |

Community Centres**130 Parish Hall**

| | | | | | | | | |
|------|-----------------------------------|---------------|---------------|---------------|--------------|----------|--------------|---------------|
| 4470 | PH-Wages | 14,153 | 14,425 | 16,000 | 1,575 | | 1,575 | 90.2 % |
| 4471 | PH-Tax/NI/Pension Contribution | 2,163 | 1,611 | 6,000 | 4,389 | | 4,389 | 26.8 % |
| 4475 | PH-Casual Car User | 0 | 0 | 200 | 200 | | 200 | 0.0 % |
| 4480 | PH-Clothing & Uniforms | 125 | 32 | 500 | 468 | | 468 | 6.4 % |
| 4485 | PH-NNDR | 646 | 726 | 900 | 174 | | 174 | 80.7 % |
| 4490 | PH-Metered Water Charge | 570 | 843 | 700 | -143 | | -143 | 120.4 % |
| 4495 | PH-Electricity | 1,257 | 1,871 | 1,500 | -371 | | -371 | 124.7 % |
| 4500 | Fuel | 5,201 | 6,162 | 5,000 | -1,162 | | -1,162 | 123.2 % |
| 4505 | PH-Cleaning Materials | 469 | 501 | 1,000 | 499 | | 499 | 50.1 % |
| 4510 | PH-Energy Efficiency | 285 | 132 | 500 | 368 | | 368 | 26.5 % |
| 4520 | PH-Refuse Collection | 1,033 | 1,053 | 1,200 | 147 | | 147 | 87.8 % |
| 4525 | PH-Telephones | 141 | 161 | 650 | 489 | | 489 | 24.7 % |
| 4530 | PH-Printing & Stationery | 193 | 94 | 350 | 256 | | 256 | 26.9 % |
| 4535 | PH-Repairs & General Maint. | 3,211 | 4,891 | 4,000 | -891 | | -891 | 122.3 % |
| 4540 | PH-Vandalism Repairs | 0 | 0 | 250 | 250 | | 250 | 0.0 % |
| 4545 | PH-Internal Decoration | 458 | 0 | 500 | 500 | | 500 | 0.0 % |
| 4555 | PH-External Decoration | 212 | 0 | 500 | 500 | | 500 | 0.0 % |
| 4560 | PH-Electrical Repairs | 150 | 819 | 700 | -119 | | -119 | 117.0 % |
| 4565 | PH-Fire Fighting Equipment | 289 | 668 | 500 | -168 | | -168 | 133.6 % |
| 4570 | PH-Fire Alarm | 85 | 0 | 200 | 200 | | 200 | 0.0 % |
| 4575 | PH-Equipment Purchases | 362 | 220 | 700 | 480 | | 480 | 31.4 % |
| 4580 | PH-Equipment Maintenance | 85 | 236 | 500 | 264 | | 264 | 47.2 % |
| 4590 | PH-Service Administration | 0 | 0 | 100 | 100 | | 100 | 0.0 % |
| 4591 | PH Legionella | 150 | 114 | 250 | 136 | | 136 | 45.6 % |
| | Parish Hall :- Expenditure | <u>31,237</u> | <u>34,559</u> | <u>42,700</u> | <u>8,141</u> | <u>0</u> | <u>8,141</u> | <u>80.9 %</u> |

Month No : 12

Committee Report

| | | Actual Last Year | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % of Budget |
|------------------------------------|-----------------------------------|---------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|
| 1210 | PH - Rents | 19,779 | 24,997 | 18,000 | 6,997 | | | 138.9 % |
| 1400 | Feed in Tariff | 1,016 | 808 | 1,200 | -392 | | | 67.3 % |
| 1401 | RHI | 5,284 | 4,953 | 5,000 | -47 | | | 99.1 % |
| Parish Hall :- Income | | 26,079 | 30,758 | 24,200 | 6,558 | | | 127.1 % |
| Net Expenditure over Income | | 5,158 | 3,801 | 18,500 | 14,699 | | | |
| 135 | Old Council Offices | | | | | | | |
| 4600 | OCO-Wages | 5,824 | 6,073 | 6,500 | 427 | | 427 | 93.4 % |
| 4601 | Tax/NI/Pension Contribution | 869 | 924 | 1,200 | 276 | | 276 | 77.0 % |
| 4610 | OCO-Clothing & Uniforms | 46 | 16 | 50 | 34 | | 34 | 31.8 % |
| 4615 | OCO-NNDR | 774 | 317 | 850 | 533 | | 533 | 37.2 % |
| 4620 | OCO-Water Charges | 301 | 303 | 350 | 47 | | 47 | 86.5 % |
| 4625 | OCO-Electricity | 533 | 560 | 650 | 90 | | 90 | 86.1 % |
| 4630 | OCO-Gas | 1,023 | 730 | 1,500 | 770 | | 770 | 48.7 % |
| 4635 | OCO-Cleaning Materials | 276 | 340 | 250 | -90 | | -90 | 136.0 % |
| 4640 | OCO-Refuse Collection | 310 | 416 | 320 | -96 | | -96 | 130.0 % |
| 4645 | OCO-Repairs & Maintenance | 691 | 1,774 | 700 | -1,074 | | -1,074 | 253.4 % |
| 4650 | OCO-Electrical Repairs | 300 | 290 | 300 | 10 | | 10 | 96.7 % |
| 4655 | OCO-Fire Fighting Equipment | 572 | 561 | 500 | -61 | | -61 | 112.1 % |
| 4660 | OCO-Grounds | 0 | 250 | 250 | 0 | | 0 | 100.0 % |
| 4665 | OCO-Miscellaneous | 195 | 0 | 250 | 250 | | 250 | 0.0 % |
| 4670 | OCO-Equipment Maintenance | 211 | 15 | 100 | 85 | | 85 | 15.0 % |
| 4675 | OCO-Equipment Purchases | 3 | 151 | 200 | 49 | | 49 | 75.4 % |
| 4676 | OCO Telephone /Broadband | 478 | 534 | 550 | 16 | | 16 | 97.1 % |
| 4677 | OCO Legionella | 120 | 38 | 300 | 262 | | 262 | 12.7 % |
| Old Council Offices :- Expenditure | | 12,527 | 13,291 | 14,820 | 1,529 | 0 | 1,529 | 89.7 % |
| 1106 | OCO Office | 0 | 3,105 | 0 | 3,105 | | | 0.0 % |
| 1215 | OCO - Rents | 9,196 | 8,432 | 7,500 | 932 | | | 112.4 % |
| Old Council Offices :- Income | | 9,196 | 11,537 | 7,500 | 4,037 | | | 153.8 % |
| Net Expenditure over Income | | 3,331 | 1,754 | 7,320 | 5,566 | | | |
| 201 | Jacksdale Community Centre | | | | | | | |
| 4715 | JCC-Wages | 7,460 | 7,649 | 8,000 | 351 | | 351 | 95.6 % |
| 4716 | JCC - NI/Pension | 1,541 | 1,705 | 1,600 | -105 | | -105 | 106.6 % |
| 4725 | JCC-Clothing & Uniforms | 0 | 0 | 100 | 100 | | 100 | 0.0 % |
| 4730 | JCC-NNDR | 432 | 417 | 550 | 133 | | 133 | 75.8 % |
| 4735 | JCC-Metered Water Charge | 298 | 386 | 400 | 14 | | 14 | 96.4 % |
| 4740 | JCC-Gas | 794 | 762 | 1,000 | 238 | | 238 | 76.2 % |

Month No : 12

Committee Report

| | | Actual Last Year | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % of Budget |
|---|-----------------------------|---------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|
| 4745 | JCC-Electricity | 367 | 465 | 500 | 35 | | 35 | 92.9 % |
| 4750 | JCC-Energy Efficiency | 4 | 0 | 100 | 100 | | 100 | 0.1 % |
| 4755 | JCC-Cleaning Materials | 278 | 349 | 300 | -49 | | -49 | 116.2 % |
| 4765 | JCC-Telephone | 406 | 404 | 400 | -4 | | -4 | 101.0 % |
| 4770 | JCC-Repairs & Maintenance | 1,066 | 3,362 | 2,500 | -862 | | -862 | 134.5 % |
| 4775 | JCC-Vandalism Repairs | 0 | 220 | 250 | 30 | | 30 | 88.0 % |
| 4780 | JCC-Internal Decorations | 15 | 0 | 250 | 250 | | 250 | 0.0 % |
| 4785 | JCC-Electrical Repairs | 390 | 50 | 500 | 450 | | 450 | 10.0 % |
| 4790 | JCC-Fire Fighting Equipment | 252 | 256 | 500 | 245 | | 245 | 51.1 % |
| 4795 | JCC-Fire Alarm | 45 | 0 | 150 | 150 | | 150 | 0.0 % |
| 4800 | JCC-Refuse Collection | 561 | 573 | 400 | -173 | | -173 | 143.1 % |
| 4805 | JCC-Miscellaneous | 0 | 0 | 100 | 100 | | 100 | 0.0 % |
| 4815 | JCC-Equipment Purchases | 332 | 20 | 300 | 280 | | 280 | 6.6 % |
| 4820 | JCC-Equipment Maintenance | 150 | 0 | 100 | 100 | | 100 | 0.0 % |
| 4821 | JCC Legionella | 213 | 424 | 300 | -124 | | -124 | 141.3 % |
| Jacksdale Community Centre :- Expenditure | | 14,605 | 17,039 | 18,300 | 1,261 | 0 | 1,261 | 93.1 % |
| 1250 | JCC - Rents | 7,392 | 9,703 | 5,500 | 4,203 | | | 176.4 % |
| 1251 | Feed in tariff | 346 | 227 | 300 | -73 | | | 75.7 % |
| Jacksdale Community Centre :- Income | | 7,738 | 9,930 | 5,800 | 4,130 | | | 171.2 % |
| Net Expenditure over Income | | 6,868 | 7,109 | 12,500 | 5,391 | | | |
| 301 Underwood Community Centre | | | | | | | | |
| 4870 | UCC-Wages | 7,615 | 8,276 | 7,500 | -776 | | -776 | 110.3 % |
| 4871 | UCC- NI/Pension | 150 | 27 | 1,300 | 1,273 | | 1,273 | 2.1 % |
| 4875 | UCC-Casual Car Allowance | 0 | 0 | 100 | 100 | | 100 | 0.0 % |
| 4880 | UCC-Clothing & Uniforms | 46 | 16 | 150 | 134 | | 134 | 10.6 % |
| 4885 | UCC-NNDR | 422 | 343 | 550 | 207 | | 207 | 62.4 % |
| 4890 | UCC-Metered Water Supply | 419 | 344 | 400 | 56 | | 56 | 86.0 % |
| 4895 | UCC-Electricity | 566 | 534 | 750 | 216 | | 216 | 71.2 % |
| 4900 | UCC-Gas | 403 | 520 | 750 | 230 | | 230 | 69.4 % |
| 4905 | UCC-Efficiency Savings | 13 | 0 | 100 | 100 | | 100 | 0.1 % |
| 4910 | UCC-Cleaning Materials | 277 | 337 | 300 | -37 | | -37 | 112.4 % |
| 4915 | UCC-Refuse Collection | 789 | 766 | 820 | 54 | | 54 | 93.5 % |
| 4925 | UCC-Telephones | 601 | 496 | 700 | 204 | | 204 | 70.9 % |
| 4930 | UCC-Repairs & Maintenance | 1,210 | 3,283 | 1,500 | -1,783 | | -1,783 | 218.8 % |
| 4935 | UCC-Vandalism Repairs | 0 | 400 | 250 | -150 | | -150 | 160.0 % |
| 4940 | UCC-Electrical Repairs | 703 | 146 | 500 | 354 | | 354 | 29.2 % |
| 4945 | UCC-Internal Decorations | 360 | 0 | 100 | 100 | | 100 | 0.0 % |
| 4950 | UCC-Fire Fighting Equipment | 265 | 381 | 500 | 120 | | 120 | 76.1 % |

Month No : 12

Committee Report

| | | Actual Last Year | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % of Budget |
|---|---------------------------|---------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|
| 4955 | UCC-Fire Alarm | 40 | 0 | 100 | 100 | | 100 | 0.0 % |
| 4960 | UCC-Equipment Maintenance | 150 | 0 | 100 | 100 | | 100 | 0.0 % |
| 4965 | UCC-Miscellaneous | 0 | 0 | 200 | 200 | | 200 | 0.0 % |
| 4970 | UCC-Equipment Purchases | 181 | 288 | 200 | -88 | | -88 | 144.0 % |
| 4971 | UCC Legionella | 150 | 114 | 150 | 36 | | 36 | 76.0 % |
| Underwood Community Centre :- Expenditure | | 14,362 | 16,271 | 17,020 | 749 | 0 | 749 | 95.6 % |
| 1300 | UCC - Rents | 11,566 | 12,742 | 8,000 | 4,742 | | | 159.3 % |
| 1301 | Feed in tariff | 474 | 551 | 600 | -49 | | | 91.9 % |
| Underwood Community Centre :- Income | | 12,040 | 13,293 | 8,600 | 4,693 | | | 154.6 % |
| Net Expenditure over Income | | 2,322 | 2,978 | 8,420 | 5,442 | | | |
| Community Centres :- Expenditure | | 72,730 | 81,160 | 92,840 | 11,680 | 0 | 11,680 | 87.4 % |
| Income | | 55,052 | 65,518 | 46,100 | 19,418 | | | 142.1 % |
| Net Expenditure over Income | | 17,678 | 15,642 | 46,740 | 31,098 | | | |

Selston Parish Council – Planning Matters for May 2018

| Ref No. | Applicant | Location | Proposal | ADC Decision | Valid Date |
|--|------------------|---|--|--------------|------------|
| V/2018/0263 | Mrs Leath | 22 Lea Lane, Selston | Two Storey Side and Rear Extension | PENDING | 01/05/2018 |
| V/2018/0265 | Mr & Mrs Charles | 2 Rutland Road, Jacksdale | Side and Rear Extension and New Pitched Roof to Garage and Porch | PENDING | 01/05/2018 |
| V/2018/0266 | Mr & Mrs Dowdall | 5 Brinsley Hill, Jacksdale | Conservatory | PENDING | 01/05/2018 |
| V/2018/0272 | Mr Chandi | 8 - 10 Main Road, Jacksdale | Convert First Floor Apartment to 2 Apartments and Store Room at Ground Level | PENDING | 04/05/2018 |
| Appeal Consultation APP/W3005/W/17/3190792 | | Felley Alpacas, Felley Mill Lane South, Underwood | Erection of Agricultural Dwelling and Provision of Package Waste Water Treatment Plant | | 02/05/2018 |