

## SELSTON PARISH COUNCIL

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

24 July 2018

Dear Councillor,

You are hereby summoned to attend the Meeting of Selston Parish Council Old Council Offices,  
Alfreton Road, Selston, NG16 6DJ on Monday, 30 July 2018 at 7.00pm.

**Press and Public are invited to attend.**

An agenda is set out below.

Yours faithfully



Parish Clerk

### AGENDA

1. To receive apologies for absence
2. To receive declarations of interest from Councillors
3. To determine 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
4. Policing
5. Members of the public are invited to address the Council – 15 minutes is designated for public participation
6. To approve the minutes of the meeting held on Monday, 25 June 2018
7. Selston Country Park – Green Flag
8. Approve and adopt SAR Policy
9. Update and review of Parish office temporary closure on a Wednesday for staff to work on GDPR and other priority matters
10. To consider correspondence received and required actions – see attached sheet
11. Finance – Reports to be emailed asap

To consider a bank card for the Parish Council

12. Environmental Improvements in the Parish – Poppies on lamp posts

13. WW1 Commemorations' in the Parish

14. Recreation Grounds – Update on future provision

15. OVO Tour of Britain – to agree items of expenditure

16. Planning Applications – see attached sheet

17. ADC Local Plan - Consultation on proposed main modifications ends 10<sup>th</sup> August 2018

18. Allotments

19. Community Centres – set up sub group to consider Management and Administration between Selston Parish Village Halls Charity and Selston Parish Council.

Parish Hall – Improvements to bar area, building regs approved. To consider type of ceiling in bar area. To consider fire alarm quotes.

Pavilion – Pitch maintenance. Fund Raising for new Pavilion. Phone Mast installation. Nets to protect bowlers from cricket balls.

Underwood

Jacksdale

20. Date of next meeting – Monday, 24 September 2018 at 7.00 pm at Underwood Community Centre, Underwood, NG16 5FS

21. To arrange a meeting of the Press Release Committee

## SELSTON PARISH COUNCIL

**DRAFT Minutes** of meeting of the Parish Council held on **Monday, 25 June 2018** at 7.00pm at the Underwood Community Centre, Church Lane, Underwood, NG16 5FS

### Present

Cllr M Ashmore  
Cllr S Fletcher  
Cllr S Hey  
Cllr D Hodgman  
Cllr B Jackson  
Cllr S Jackson  
Cllr D Martin (also NCC)

Cllr J Banks  
Cllr J O'Byrne  
Cllr P Pilgrim  
Cllr D Wilson  
Cllr S Wilson (Chair) (also ADC)  
Cllr R Young

### Apologies:

Cllr J Butler – Work  
Cllr C Chapman (also ADC) - Work  
Cllr A Gascoyne - Work

Cllr A Justice – holiday  
Cllr D Justice (Vice Chair) – holiday  
Cllr C Quinn-Wilcox (also ADC) - Migraine

Also present: Lisa Simpson (Clerk), Tracey Kirkland-Walker (Assistant Clerk) and 14 members of the public.

1. To receive apologies for absence  
Apologies were received as above
2. To receive declarations of interest from Councillors  
Cllr Hodgman – items 17 and 11 non-pecuniary  
Cllr Martin – items 7 and 17 non-pecuniary  
Cllr D Wilson – item 11 non-pecuniary (correspondence items 6 and 7)
3. To determine which items, if any of the Agenda should be taken with the public excluded - None
4. Policing  
Apologies were received from Sgt Carl Holland and a statistics report will be emailed to the Council
5. Members of the public are invited to address the Council  
A resident reported that the trees on Selston Country Park have still not been maintained and was informed that it would be reported to ADC again.  
A resident reported an overgrown footpath leading to Stoney Lane which was noted and maintenance will be requested.
6. To approve the minutes of the meeting held on Wednesday, 16 May 2018

**RESOLVED:** To accept the minutes of the full council meeting held 16 May 2018 as a true record.

7. Update on Selston Golf Course  
The Council were informed that a site meeting has been held on Selston Country Park with Carol Cooper-Smith Community and Recreation Director for ADC.



The Grounds man has cut paths and made an interesting walk through. It is the intention of ADC to maintain it as a Country Park and we are awaiting costings from them so that the involvement of the Parish Council can be considered.

8. Update on GDPR requirements

The Assistant Clerk gave an overview of the work carried out to date and informed that the Wednesday office closure has enabled her to create a useful data base of customer profiles. Policies adopted at May's meeting are on the website and the SAR policy will be on the Agenda for July's meeting.

9. Review and adopt GDPR Mapping document

**RESOLVED: The GDPR Mapping document was approved and adopted**

10. Update and review of Parish office temporary closure on a Wednesday for staff to work on GDPR and other priority matters

**RESOLVED: To extend the Wednesday office closure throughout July and review at the next meeting on the 30<sup>th</sup> July 2018.**

11. To consider Correspondence received and required action

Item 1 – Cllr Stuart Fletcher was selected to serve as co-optee representing Selston Parish Council on ADC's Standards and Personnel Appeals Committee.

Item 2 – Letter of thanks from Mark Wilson, Chairman of SFC – reply to be sent thanking Mark for all the work he has done in the past

Item 3 – Clerk informed that the caretakers have liaised with the hirers, since the letter has been received dancers have commented the floor is better.

Item 6 – Youth together Fundraiser, on 28<sup>th</sup> July 2018, for inclusive swing on Greenwells – request for help towards room hire – To be paid from Chairmans Allowance

Item 7 – Fund raiser for Air Ambulance 18<sup>th</sup> August 2018 – request for discounted room hire from Emma Olden – To be paid from Chairmans Allowance.

Item 8 – Klairén Fundraiser – Request permission to hold sports day on Westwood Recreation Ground – permission granted provided risk assessments etc are in order.

Item 11 - Merchant Navy Day 3<sup>rd</sup> September – Cllr Hodgman to research Red Ensign Flag.

12. Finance

There were no questions regarding the finance records previously circulated.

Internal Audit Report – previously emailed

Increase in bookings – the Clerk reported that income from bookings has increased from £7689 in 2013 to £65518 in 2018. All staff and caretakers were thanked.

Bad Debt – It was agreed to write off the £105 owing for facilities hire as all attempts to retrieve the monies have failed. The relevant association has been informed to prevent a repeat elsewhere.

13. Environmental Improvements in the Parish

The Silent Tommy for Selston will be positioned at the War Memorial on Town Green, Underwood's will be on Alfreton Rd opposite Church Lane between the planter and streetlight. Jacksdales' will be at the junction of Wagstaff Lane and Palmerston Street but we are awaiting information regarding the planter and the old winding house before it's exact position is decided.

14. Recreation Grounds



- Feedback from meeting on 19<sup>th</sup> June 2018 – Clerk gave feedback from her notes and informed that the minutes will be emailed to everyone. Money is expected from ADC for the skatepark at Underwood and phase 2 of improvements at Jacksdale Recreation Ground. The Clerk is liaising with Paul Crawford to enable him to produce a Project Plan and for ADC to manage the improvements. ADC have asked if our match funding can be transferred to ADC. The Parish Clerk and Chair of the Finance Committee were delegated to transfer monies, held in Reserves for the projects, when required. Plans will be brought to Full Council for approval.
- Greenwells – To consider quote for Inclusive Swing – As a fundraising event is organised for this equipment it will be discussed at the next Council meeting
- Town Green – Fields in Trust – It was agreed that the Centenary Fields Deed of Dedication be signed Cllr Stuart Fletcher and Cllr Sam Wilson.
- Jacksdale – The Result of Consultation can be emailed out if required, a MUGA, Climbing Frame and gym equipment were the most popular. Further consultation will be required to decide on type of MUGA etc but now awaiting project plan from ADC. Community pay back - painting completed – letter of thanks to be sent.
- Friezeland – Result of Consultation – 96% in favour of a skatepark as at Acacia avenue in Annesley
- Woodnook –  
Tour of Britain Bike Ride – Saturday 8<sup>th</sup> September 2018 will pass through Selston again so the Events Committee would like to repeat last year's successful event and requested a budget of £2000 to purchase items, such as a gazebo with the Parish Council logo, which can also be used for future events and by Community groups. It was agreed that a maximum of £2000 be allocated from Reserves.

To consider types of beacon for WW1 Commemorative Beacon of Light – To be sited on the concrete pad at Woodnook Recreation Ground 11<sup>th</sup> November 2018. Cost of different types of beacon to be discussed at the next council meeting.

#### 15. Planning Applications

V/2018/0312 was discussed but as highways have no concerns it was decided not to comment. V/2018/0359 Cllrs requested that comments are made regarding the highways and over intensification of the site. Cllrs D Hodgman, Cllr D Martin, Cllr P Pilgrim and Cllr M Ashmore requested that it is minuted that they did not wish to send in a comment.

#### 16. Allotments

Cllr S Hey has inspected the Allotments and identified the plots which require attention. Letters will be sent to the tenants.  
Only one vacancy at the moment.

#### 17. Community Centres

Management and Administration Agreement between Selston Parish Village Halls Charity and Selston Parish Council has been emailed. Cllr D Martin has sent his comments to Paul Peacock. No other comments have been received. A sub group of the Parish Council is to be set up to work with a sub group of the Trustees of the Charity to approve the Agreement.

#### Parish Hall-

Quotes for New Fire Alarm – Fire Risk Assessment reported that detectors are required, only 2 quotes received so it was agreed to obtain another quote and report back to the next council meeting.

Consideration of the future use of the bar area as tea rooms – Julia is no longer running the tea rooms and 2 people have expressed an interest in running it. As the school holiday club commences in July it is intended to reopen the tea rooms in September after the new doors and kitchen have been fitted. The opportunity is still being advertised and the Clerk suggested that 2 members of the staff Committee carry out interviews.

Pavilion –

Fund Raising for new Pavilion – The football club would like to place a thermometer at the front of the building to show how the fund raising is going. It was agreed that the Parish Council will assist with the fundraising. A meeting will be arranged between the Sports Clubs and the Parish Council.

Ground Report and review of Service Level Agreement – This has been emailed to Councillors. The Football Club currently carry out the maintenance of the pitch and we are awaiting a meeting with ADC.

Underwood – Awaiting spec for cladding

Jacksdale – Awaiting quotes for new sign

18. Date of next meeting – Monday, 30 July 2018 at 7.00 pm at Old Council Offices, Alfreton Road, Selston, NG16 6DJ - Noted
19. Date of General meeting of Charities for Jacksdale Community Centre, New Bagthorpe Recreation Ground and Community Centre and Selston Parish Hall and Recreation Ground - 3<sup>rd</sup> July 2018 6.30pm at the Old Council Offices Selston NG16 6DJ - Noted
20. Date of Selston Parish Village Halls Charity – 17<sup>th</sup> July 2018 6.30pm at the Old Council Offices Selston NG16 6DJ - Noted

Confidential Items – None

Meeting Closed at 20:30 hrs



**SELSTON PARISH COUNCIL**  
Parish Office, Mansfield Road, Selston, NG16 6EE

## **Subject Access Requests Policy**

### **What must I do?**

1. **MUST:** On receipt of a subject access request you must **forward** it immediately to the Parish Clerk
2. **MUST:** We must correctly **identify** whether a request has been made under the Data Protection legislation
3. **MUST:** A member of staff and as appropriate, councillor, who receives a request to locate and supply personal data relating to a SAR must make a full exhaustive **search** of the records to which they have access.
4. **MUST:** All the personal data that has been requested must be **provided** unless an exemption can be applied.
5. **MUST:** We must **respond** within one calendar month after accepting the request as valid.
6. **MUST:** Subject Access Requests must be undertaken **free of charge** to the requestor unless the legislation permits reasonable fees to be charged.
7. **MUST:** Councillors and managers must ensure that the staff they manage are **aware** of and follow this guidance.
8. **MUST:** Where a requestor is not satisfied with a response to a SAR, the council must manage this as a **complaint**.

### **How must I do it?**

1. Notify the Parish Clerk upon receipt of a request.
2. We must ensure a request has been received in writing where a data subject is asking for sufficiently well-defined personal data held by the council relating to the data subject. You should clarify with the requestor what personal data they need. They must supply their address and valid evidence to prove their identity. The council accepts the following forms of identification (\* These documents must be dated in the past 12 months, +These documents must be dated in the past 3 months):
  - Current UK/EEA Passport
  - UK Photo card Driving Licence (Full or Provisional)
  - Firearms Licence / Shotgun Certificate
  - EEA National Identity Card
  - Full UK Paper Driving Licence
  - State Benefits Entitlement Document\*
  - State Pension Entitlement Document\*
  - HMRC Tax Credit Document\*
  - Local Authority Benefit Document\*
  - State/Local Authority Educational Grant Document\*
  - HMRC Tax Notification Document
  - Disabled Driver's Pass
  - Financial Statement issued by bank, building society or credit card company+
  - Judiciary Document such as a Notice of Hearing, Summons or Court Order
  - Utility bill for supply of gas, electric, water or telephone landline+
  - Most recent Mortgage Statement

- Most recent council Tax Bill/Demand or Statement
  - Tenancy Agreement
3. Depending on the degree to which personal data is organised and structured, you will need to search emails (including archived emails and those that have been deleted but are still recoverable), Word documents, spreadsheets, databases, systems, removable media (for example, memory sticks, floppy disks, CDs), tape recordings, paper records in relevant filing systems etc. which your area is responsible for or owns.
  4. You must not withhold personal data because you believe it will be misunderstood; instead, you should provide an explanation with the personal data. You must provide the personal data in an "intelligible form", which includes giving an explanation of any codes, acronyms and complex terms. The personal data must be supplied in a permanent form except where the person agrees or where it is impossible or would involve undue effort. You may be able to agree with the requester that they will view the personal data on screen or inspect files on our premises. You must redact any exempt personal data from the released documents and explain why that personal data is being withheld.
  5. Make this clear on forms and on the council website
  6. You should do this through the use of induction, my performance and training, as well as through establishing and maintaining appropriate day to day working practices.
  7. A database is maintained allowing the council to report on the volume of requests and compliance against the statutory timescale.
  8. When responding to a complaint, we must advise the requestor that they may complain to the Information Commissioners Office ("ICO") if they remain unhappy with the outcome.

Draft Policy for approval by Full Council on 25 June 2018



## CORRESPONDENCE – JULY 2018

1	Perfect Motion	Tour of Britain – Saturday 8 September 2018. Please help us build the excitement within your community. Marketing materials for local distribution and display available.	
2	NCC	Great War Commemoration Service – Southwell Minster on 6 November 2018. Guests to gather for 4pm for a 4.30pm service. A more formal invitation will be sent out nearer the time.	
3	NCC	Local Improvement Scheme Agreement 2018-19 (Outdoor Gym Equipment)	To be signed and returned
4	Personnel Advice & Solutions Ltd	Council News July 2018	
5	SLCC	News Bulletin 6 <sup>th</sup> July 2018	

31 MARCH 2018

30 JUNE 2018

**Current Assets**

3,018	Debtors Control account	3,177
8,106	VAT Control Account	4,817
1,750	Prepayments	0
207,802	Yorkshire Bank	214,469
2,680	Yorkshire Bank - War Memorial	2,680
56,155	Yorkshire Bank - 3	56,176
84,103	HSBC	84,885
250	Petty Cash	250
0	CCLA Investment Account	75,000

363,864

441,454

**363,864 Total Assets****441,454****Current Liabilities**

1,803	Accruals	0
773	Receipts in Advance	0

2,576

0

**361,287 Total Assets Less Current Liabilities****441,454****Represented By**

233,135	General Reserves	313,301
22,511	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
3,496	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
20,116	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
3,162	EMR Election Fees Reserves	3,162
2,340	EMR Legal Expenses reserves	2,340



## Balance Sheet as at - 30 JUNE 2018

31 MARCH 2018

30 JUNE 2018

1,522 EMR Christmas Event-Selston  
1,025 EMR Christmas Event-Jacksdale  
95 EMR Christmas Event-Underwood

1,522  
1,025  
95

361,287441,454

The above statement represents fairly the financial position of the authority as at 30 JUNE 2018  
and reflects its Income and Expenditure during the year.

Signed :  
Chairman

Date : \_\_\_\_\_

Signed :  
Responsible  
Financial  
Officer

Date : \_\_\_\_\_

# Selston Parish Council 2018/19

## Income and Expenditure Account for Year Ended 30 JUNE 2018

31 MARCH 2018

30 JUNE 2018

### Operating Income

247,237	Administration/Parish Council	145,961
44,813	General Grants	0
999	Stay and Play	28
4,598	Outdoor Recreation	2,258
1,640	Allotments	1,599
30,758	Parish Hall	9,999
11,537	Old Council Offices	3,725
9,930	Jacksdale Community Centre	2,219
13,293	Underwood Community Centre	3,395
<b>364,805</b>	<b>Total Income</b>	<b>169,184</b>

### Running Costs

100,011	Administration/Parish Council	54,366
1,758	Section 137	100
3,426	General Grants	0
6,563	Civic	0
963	Stay and Play	103
79,678	Capital Expenditure	650
0	Admin-Leisure Contract ADC	271
48,513	Grounds Maintenance	12,128
13,699	Outdoor Recreation	2,236
830	Footpath Maintenance	692
1,952	Allotments	415
34,559	Parish Hall	8,066
13,291	Old Council Offices	2,589
17,039	Jacksdale Community Centre	3,625
16,271	Underwood Community Centre	3,776
<b>338,553</b>	<b>Total Expenditure</b>	<b>89,018</b>

### General Fund Analysis

209,746	Opening Balance	233,135
364,805	Plus : Income for Year	169,184
<b>574,551</b>		<b>402,319</b>
338,553	Less : Expenditure for Year	89,018
<b>235,999</b>		<b>313,301</b>
28,349	Transfers TO / FROM Reserves	2,864
<b>207,650</b>	<b>Closing Balance</b>	<b>310,437</b>



## Summary Income &amp; Expenditure by Budget Heading 30/06/2018

Month No : 3

## Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Of Budget
--	---------------------	------------------------	-----------------------	--------------------------	--------------------------	--------------------	----------------

Full Council

Expenditure	257,393	70,962	225,972	155,010	0	155,010	31.4 %
Income	299,287	149,846	249,533	-99,687			60.1 %
Net Expenditure over Income	-41,894	-78,884	-23,561	55,323			

Community Centres

Expenditure	81,160	18,056	99,123	81,067	0	81,067	18.2 %
Income	65,518	19,338	56,700	-37,362			34.1 %
Net Expenditure over Income	15,642	-1,282	42,423	43,705			

<b><u>INCOME - EXPENDITURE TOTALS</u></b>	Expenditure	338,553	89,018	325,095	236,077	0	236,077	27.4 %
	Income	364,805	169,184	306,233	-137,049			55.2 %
	Net Expenditure over Income	-26,252	-80,166	18,862	99,028			

Month No : 3

## Committee Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>Full Council</b>								
<b>101</b>	<b>Administration/Parish Council</b>							
4000	Wages, Superan, Ers NIC	51,511	13,822	52,500	38,678		38,678	26.3 %
4001	Superannuation	0	0	3,943	3,943		3,943	0.0 %
4015	Stationery	485	0	600	600		600	0.0 %
4016	Postage	128	4	250	246		246	1.6 %
4017	Photocopier	1,631	330	2,000	1,670		1,670	16.5 %
4020	Subscriptions	8,247	1,349	8,000	6,651		6,651	16.9 %
4025	Insurance	6,695	6,933	7,000	67		67	99.0 %
4026	Legal fees	4,160	1,374	2,500	1,126		1,126	55.0 %
4027	Neighbourhood Plan	1,641	0	0	0		0	0.0 %
4030	Bank Charges	579	278	650	372		372	42.8 %
4035	Office Equipment	998	1,140	1,000	-140		-140	114.0 %
4039	Paypoint Expenditure	0	15,474	0	-15,474		-15,474	0.0 %
4040	Misc	2,871	8,984	1,000	-7,984		-7,984	898.4 %
4045	Grounds Maintenance - Misc	6,842	972	10,000	9,028		9,028	9.7 %
4050	Recruitment Costs	0	0	500	500		500	0.0 %
4055	Office Telephone	274	0	550	550		550	0.0 %
4060	Loan Repayments	6,979	3,490	6,979	3,489		3,489	50.0 %
4070	Audit Fees	1,410	-826	1,500	2,326		2,326	-55.1 %
4075	Advertising	1,130	745	2,000	1,255		1,255	37.3 %
4085	Contingencies	400	0	3,500	3,500		3,500	0.0 %
4090	Repairs & Renewals	410	65	1,000	935		935	6.5 %
4095	Caretaker's House Expenditure	515	0	1,500	1,500		1,500	0.0 %
4100	Footpath Maintenance	290	0	1,000	1,000		1,000	0.0 %
4105	Training Courses	853	120	750	630		630	16.0 %
4110	Charmans Allowance	114	0	200	200		200	0.0 %
4150	Events	587	0	1,000	1,000		1,000	0.0 %
4151	Christmas Event	1,264	113	1,500	1,387		1,387	7.5 %
Administration/Parish Council :- Expenditure		<b>100,011</b>	<b>54,366</b>	<b>111,422</b>	<b>57,056</b>	<b>0</b>	<b>57,056</b>	<b>48.8 %</b>
1076	Precept	230,748	78,096	234,289	-156,193			33.3 %
1090	Interest Received	106	23	100	-77			23.4 %
1105	Caretaker's Rent	4,884	1,032	5,544	-4,512			18.6 %
1125	Footpath Grant	3,190	2,768	2,500	268			110.7 %
1899	Paypoint Income	0	14,293	0	14,293			0.0 %
1900	Miscellaneous Income	5,017	48,617	1,000	47,617			4861.6 %
1901	Christmas Event	2,173	608	0	608			0.0 %
1902	Christmas Event JCC	1,025	5	0	5			0.0 %
1903	Christmas Event UCC	95	520	0	520			0.0 %
Administration/Parish Council :- Income		<b>247,237</b>	<b>145,961</b>	<b>243,433</b>	<b>-97,472</b>			<b>60.0 %</b>
<b>Net Expenditure over Income</b>		<b>-147,226</b>	<b>-91,595</b>	<b>-132,011</b>	<b>-40,416</b>			



		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>102</b>	<b>Section 137</b>							
4186	S137 DONATION	1,758	100	2,000	1,900		1,900	5.0 %
	Section 137 :- Expenditure	<b>1,758</b>	<b>100</b>	<b>2,000</b>	<b>1,900</b>	<b>0</b>	<b>1,900</b>	<b>5.0 %</b>
	<b>Net Expenditure over Income</b>	<b>1,758</b>	<b>100</b>	<b>2,000</b>	<b>1,900</b>			
<b>105</b>	<b>Civic</b>							
4190	Election Costs	6,563	0	3,500	3,500		3,500	0.0 %
4200	Other Civic Costs	0	0	700	700		700	0.0 %
	Civic :- Expenditure	<b>6,563</b>	<b>0</b>	<b>4,200</b>	<b>4,200</b>	<b>0</b>	<b>4,200</b>	<b>0.0 %</b>
	<b>Net Expenditure over Income</b>	<b>6,563</b>	<b>0</b>	<b>4,200</b>	<b>4,200</b>			
<b>106</b>	<b>Stay and Play</b>							
4972	stay n play	731	103	500	397		397	20.6 %
4973	Play bugs	233	0	0	0		0	0.0 %
	Stay and Play :- Expenditure	<b>963</b>	<b>103</b>	<b>500</b>	<b>397</b>	<b>0</b>	<b>397</b>	<b>20.6 %</b>
1451	Stay n play	823	0	500	-500			0.0 %
1452	Play bugs	176	28	0	28			0.0 %
	Stay and Play :- Income	<b>999</b>	<b>28</b>	<b>500</b>	<b>-472</b>			<b>5.6 %</b>
	<b>Net Expenditure over Income</b>	<b>-35</b>	<b>75</b>	<b>0</b>	<b>-75</b>			
<b>108</b>	<b>Capital Expenditure</b>							
4220	Capital Expenditure Office	0	650	1,000	350		350	65.0 %
4225	Capital Expenditure JCC	3,733	0	5,000	5,000		5,000	0.0 %
4230	Capital Expenditure PH	950	0	10,000	10,000		10,000	0.0 %
4235	Capital Expenditure OCO	1,200	0	2,000	2,000		2,000	0.0 %
4240	Capital Expenditure UCC	0	0	5,000	5,000		5,000	0.0 %
4250	Capital Expenditure RG	73,795	0	12,000	12,000		12,000	0.0 %
4255	Capital Expenditure Parish	0	0	5,000	5,000		5,000	0.0 %
	Capital Expenditure :- Expenditure	<b>79,678</b>	<b>650</b>	<b>40,000</b>	<b>39,350</b>	<b>0</b>	<b>39,350</b>	<b>1.6 %</b>
	<b>Net Expenditure over Income</b>	<b>79,678</b>	<b>650</b>	<b>40,000</b>	<b>39,350</b>			
<b>110</b>	<b>Admin-Leisure Contract ADC</b>							
4340	ADC-Performing Rights	0	271	250	-21		-21	108.4 %
	Admin-Leisure Contract ADC :- Expenditure	<b>0</b>	<b>271</b>	<b>250</b>	<b>-21</b>	<b>0</b>	<b>-21</b>	<b>108.4 %</b>
	<b>Net Expenditure over Income</b>	<b>0</b>	<b>271</b>	<b>250</b>	<b>-21</b>			

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>115</b>	<b><u>Grounds Maintenance</u></b>							
4360	GM-D.S.O Charge	48,513	12,128	50,000	37,872		37,872	24.3 %
	Grounds Maintenance :- Expenditure	<b>48,513</b>	<b>12,128</b>	<b>50,000</b>	<b>37,872</b>	<b>0</b>	<b>37,872</b>	<b>24.3 %</b>
	<b>Net Expenditure over Income</b>	<b>48,513</b>	<b>12,128</b>	<b>50,000</b>	<b>37,872</b>			
<b>120</b>	<b><u>Outdoor Recreation</u></b>							
4380	OR-Water Meter Charges	2,810	636	2,500	1,864		1,864	25.5 %
4385	OR-Electricity	1,055	304	1,100	796		796	27.7 %
4390	OR-Gas	1,771	286	1,500	1,214		1,214	19.1 %
4395	OR-Pavilion Cleaning/Decor.	0	0	100	100		100	0.0 %
4400	OR-Energy Savings	0	0	150	150		150	0.0 %
4405	OR-Miscellaneous Services	306	180	500	320		320	35.9 %
4415	OR-Repairs & Maint Buildings	5,435	830	5,000	4,170		4,170	16.6 %
4420	OR-External Decorations	0	0	500	500		500	0.0 %
4425	OR-Electrical Repairs	503	0	500	500		500	0.0 %
4430	OR-Fire Fighting Equipment	438	0	500	500		500	0.0 %
4435	OR-Equipment Purchase	326	0	500	500		500	0.0 %
4436	Legionella	1,055	0	1,000	1,000		1,000	0.0 %
4445	OR-Internal Decoration	0	0	250	250		250	0.0 %
	Outdoor Recreation :- Expenditure	<b>13,699</b>	<b>2,236</b>	<b>14,100</b>	<b>11,864</b>	<b>0</b>	<b>11,864</b>	<b>15.9 %</b>
1200	OR - Fees & Charges	4,598	2,258	4,000	-1,742			56.4 %
	Outdoor Recreation :- Income	<b>4,598</b>	<b>2,258</b>	<b>4,000</b>	<b>-1,742</b>			<b>56.4 %</b>
	<b>Net Expenditure over Income</b>	<b>9,101</b>	<b>-21</b>	<b>10,100</b>	<b>10,121</b>			
<b>121</b>	<b><u>Footpath Maintenance</u></b>							
4046	Lengtsman Salary	830	692	1,500	808		808	46.1 %
	Footpath Maintenance :- Expenditure	<b>830</b>	<b>692</b>	<b>1,500</b>	<b>808</b>	<b>0</b>	<b>808</b>	<b>46.1 %</b>
	<b>Net Expenditure over Income</b>	<b>830</b>	<b>692</b>	<b>1,500</b>	<b>808</b>			
<b>125</b>	<b><u>Allotments</u></b>							
4455	ALL-Water Meter Charges	1,154	47	1,500	1,453		1,453	3.1 %
4460	ALL-Repairs & Maintenance	799	368	500	132		132	73.7 %
	Allotments :- Expenditure	<b>1,952</b>	<b>415</b>	<b>2,000</b>	<b>1,585</b>	<b>0</b>	<b>1,585</b>	<b>20.7 %</b>
1205	ALL - Rents	1,570	1,708	1,600	108			106.8 %
1305	Allotment Deposit	20	-94	0	-94			0.0 %
1310	Key Deposit	50	-15	0	-15			0.0 %
	Allotments :- Income	<b>1,640</b>	<b>1,599</b>	<b>1,600</b>	<b>-1</b>			<b>99.9 %</b>
	<b>Net Expenditure over Income</b>	<b>312</b>	<b>-1,184</b>	<b>400</b>	<b>1,584</b>			

Month No : 3

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
Full Council :- Expenditure	253,967	70,962	225,972	155,010	0	155,010	31.4 %
Income	254,474	149,846	249,533	-99,687			60.1 %
<b>Net Expenditure over Income</b>	<b>-507</b>	<b>-78,884</b>	<b>-23,561</b>	<b>55,323</b>			

**Community Centres****130 Parish Hall**

4470	PH-Wages	14,425	4,566	18,000	13,434	13,434	25.4 %
4471	PH-Tax/NI/Pension Contribution	1,611	537	3,000	2,463	2,463	17.9 %
4475	PH-Casual Car User	0	0	200	200	200	0.0 %
4480	PH-Clothing & Uniforms	32	0	100	100	100	0.0 %
4485	PH-NNDR	726	193	800	607	607	24.1 %
4490	PH-Metered Water Charge	843	336	900	564	564	37.4 %
4495	PH-Electricity	1,871	238	2,000	1,762	1,762	11.9 %
4500	Fuel	6,162	798	5,500	4,702	4,702	14.5 %
4505	PH-Cleaning Materials	501	111	500	389	389	22.2 %
4510	PH-Energy Efficiency	132	11	323	312	312	3.3 %
4520	PH-Refuse Collection	1,053	90	1,200	1,110	1,110	7.5 %
4525	PH-Telephones	161	118	250	132	132	47.1 %
4530	PH-Printing & Stationery	94	0	350	350	350	0.0 %
4535	PH-Repairs & General Maint.	4,891	947	6,000	5,053	5,053	15.8 %
4540	PH-Vandalism Repairs	0	0	250	250	250	0.0 %
4545	PH-Internal Decoration	0	0	500	500	500	0.0 %
4555	PH-External Decoration	0	0	500	500	500	0.0 %
4560	PH-Electrical Repairs	819	0	800	800	800	0.0 %
4565	PH-Fire Fighting Equipment	668	44	500	457	457	8.7 %
4570	PH-Fire Alarm	0	0	200	200	200	0.0 %
4575	PH-Equipment Purchases	220	0	700	700	700	0.0 %
4580	PH-Equipment Maintenance	236	0	500	500	500	0.0 %
4590	PH-Service Administration	0	0	100	100	100	0.0 %
4591	PH Legionella	114	78	250	172	172	31.2 %
Parish Hall :- Expenditure		<b>34,559</b>	<b>8,066</b>	<b>43,423</b>	<b>35,357</b>	<b>0</b>	<b>18.6 %</b>
1210	PH - Rents	24,997	7,037	23,000	-15,963		30.6 %
1400	Feed in Tariff	808	182	1,000	-818		18.2 %
1401	RHI	4,953	2,780	5,000	-2,220		55.6 %
Parish Hall :- Income		<b>30,758</b>	<b>9,999</b>	<b>29,000</b>	<b>-19,001</b>		<b>34.5 %</b>
<b>Net Expenditure over Income</b>		<b>3,801</b>	<b>-1,933</b>	<b>14,423</b>	<b>16,356</b>		



Month No : 3

## Committee Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>135</b>	<b><u>Old Council Offices</u></b>							
4600	OCO-Wages	6,073	1,357	6,500	5,143		5,143	20.9 %
4601	Tax/NII/Pension Contribution	924	172	1,200	1,028		1,028	14.3 %
4610	OCO-Clothing & Uniforms	16	0	50	50		50	0.0 %
4615	OCO-NNDR	317	190	500	310		310	38.0 %
4620	OCO-Water Charges	303	0	350	350		350	0.1 %
4625	OCO-Electricity	560	67	650	583		583	10.3 %
4630	OCO-Gas	730	289	1,500	1,211		1,211	19.3 %
4635	OCO-Cleaning Materials	340	103	300	197		197	34.4 %
4640	OCO-Refuse Collection	416	75	400	325		325	18.8 %
4645	OCO-Repairs & Maintenance	1,774	148	1,500	1,352		1,352	9.9 %
4650	OCO-Electrical Repairs	290	0	300	300		300	0.0 %
4655	OCO-Fire Fighting Equipment	561	44	500	457		457	8.7 %
4660	OCO-Grounds	250	0	250	250		250	0.0 %
4665	OCO-Miscellaneous	0	0	250	250		250	0.0 %
4670	OCO-Equipment Maintenance	15	0	500	500		500	0.0 %
4675	OCO-Equipment Purchases	151	0	500	500		500	0.0 %
4676	OCO Telephone /Broadband	534	142	700	558		558	20.3 %
4677	OCO Legionella	38	0	300	300		300	0.0 %
	Old Council Offices :- Expenditure	<b>13,291</b>	<b>2,589</b>	<b>16,250</b>	<b>13,661</b>	<b>0</b>	<b>13,661</b>	<b>15.9 %</b>
1106	OCO Office	3,105	1,105	0	1,105			0.0 %
1215	OCO - Rents	8,432	2,620	11,000	-8,380			23.8 %
	Old Council Offices :- Income	<b>11,537</b>	<b>3,725</b>	<b>11,000</b>	<b>-7,275</b>			<b>33.9 %</b>
	<b>Net Expenditure over Income</b>	<b>1,754</b>	<b>-1,136</b>	<b>5,250</b>	<b>6,386</b>			
<b>201</b>	<b><u>Jacksdale Community Centre</u></b>							
4715	JCC-Wages	7,649	2,045	9,000	6,955		6,955	22.7 %
4716	JCC - NII/Pension	1,705	294	2,000	1,706		1,706	14.7 %
4725	JCC-Clothing & Uniforms	0	0	100	100		100	0.0 %
4730	JCC-NNDR	417	128	550	422		422	23.3 %
4735	JCC-Metered Water Charge	386	111	400	289		289	27.7 %
4740	JCC-Gas	762	196	1,000	804		804	19.6 %
4745	JCC-Electricity	465	44	550	506		506	8.1 %
4750	JCC-Energy Efficiency	0	0	50	50		50	0.0 %
4755	JCC-Cleaning Materials	349	136	350	214		214	38.8 %
4765	JCC-Telephone	404	85	550	465		465	15.4 %
4770	JCC-Repairs & Maintenance	3,362	495	2,000	1,505		1,505	24.8 %
4775	JCC-Vandalism Repairs	220	0	500	500		500	0.0 %
4780	JCC-Internal Decorations	0	0	250	250		250	0.0 %

Month No : 3

## Committee Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4785	JCC-Electrical Repairs	50	0	500	500		500	0.0 %
4790	JCC-Fire Fighting Equipment	256	44	500	457		457	8.7 %
4795	JCC-Fire Alarm	0	0	150	150		150	0.0 %
4800	JCC-Refuse Collection	573	48	600	552		552	7.9 %
4805	JCC-Miscellaneous	0	0	100	100		100	0.0 %
4815	JCC-Equipment Purchases	20	0	300	300		300	0.0 %
4820	JCC-Equipment Maintenance	0	0	100	100		100	0.0 %
4821	JCC Legionella	424	0	300	300		300	0.0 %
Jacksdale Community Centre :- Expenditure		<b>17,039</b>	<b>3,625</b>	<b>19,850</b>	<b>16,225</b>	<b>0</b>	<b>16,225</b>	<b>18.3 %</b>
1250	JCC - Rents	9,703	2,219	5,500	-3,281			40.3 %
1251	Feed in tariff	227	0	200	-200			0.0 %
Jacksdale Community Centre :- Income		<b>9,930</b>	<b>2,219</b>	<b>5,700</b>	<b>-3,481</b>			<b>38.9 %</b>
<b>Net Expenditure over Income</b>		<b>7,109</b>	<b>1,407</b>	<b>14,150</b>	<b>12,743</b>			
<b>301 Underwood Community Centre</b>								
4870	UCC-Wages	8,276	2,140	9,000	6,860		6,860	23.8 %
4871	UCC- NI/Pension	27	144	800	656		656	18.0 %
4880	UCC-Clothing & Uniforms	16	0	150	150		150	0.0 %
4885	UCC-NNDR	343	85	600	515		515	14.2 %
4890	UCC-Metered Water Supply	344	75	500	425		425	15.0 %
4895	UCC-Electricity	534	37	700	663		663	5.3 %
4900	UCC-Gas	520	167	700	533		533	23.8 %
4905	UCC-Efficiency Savings	0	0	100	100		100	0.0 %
4910	UCC-Cleaning Materials	337	103	300	197		197	34.5 %
4915	UCC-Refuse Collection	766	25	900	875		875	2.8 %
4925	UCC-Telephones	496	111	700	589		589	15.9 %
4930	UCC-Repairs & Maintenance	3,283	845	2,500	1,655		1,655	33.8 %
4935	UCC-Vandalism Repairs	400	0	250	250		250	0.0 %
4940	UCC-Electrical Repairs	146	0	750	750		750	0.0 %
4945	UCC-Internal Decorations	0	0	400	400		400	0.0 %
4950	UCC-Fire Fighting Equipment	381	44	500	457		457	8.7 %
4955	UCC-Fire Alarm	0	0	100	100		100	0.0 %
4960	UCC-Equipment Maintenance	0	0	100	100		100	0.0 %
4965	UCC-Miscellaneous	0	0	200	200		200	0.0 %
4970	UCC-Equipment Purchases	288	0	200	200		200	0.0 %
4971	UCC Legionella	114	0	150	150		150	0.0 %
Underwood Community Centre :- Expenditure		<b>16,271</b>	<b>3,776</b>	<b>19,600</b>	<b>15,824</b>	<b>0</b>	<b>15,824</b>	<b>19.3 %</b>
1300	UCC - Rents	12,742	3,247	10,500	-7,253			30.9 %
1301	Feed in tariff	551	148	500	-352			29.6 %
Underwood Community Centre :- Income		<b>13,293</b>	<b>3,395</b>	<b>11,000</b>	<b>-7,605</b>			<b>30.9 %</b>
<b>Net Expenditure over Income</b>		<b>2,978</b>	<b>381</b>	<b>8,600</b>	<b>8,219</b>			

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
Community Centres :- Expenditure	81,160	18,056	99,123	81,067	0	81,067	18.2 %
Income	65,518	19,338	56,700	-37,362			34.1 %
Net Expenditure over Income	15,642	-1,282	42,423	43,705			



# Selston Parish Council – Planning Matters for July 2018

Ref No.	Applicant	Location	Proposal	ADC Decision	Valid Date
V/2018/0371	Mr North	24 Church Lane, Selston	Demolish Garage and Existing Rear Extension, Create Single Storey Rear and Two Storey Side Extensions, Alterations to Roof and Loft Conversion	PENDING	25/06/2018
V/2018/0396	Wren Hall Nursing Home Ltd	234 Nottingham Road, Selston	Extension to Rear of Existing Care Home and Additional Car Parking to the North West of the Site	PENDING	26/06/2018
V/2018/0405	P.Hughes Construction Ltd Mr Hughes	19 Main Road, Underwood	Garage	PENDING	03/07/2018
V/2018/0421	Mrs Smith	51 Old Chapel Lane, Underwood	Crown Reduce, Crown Clean and Crown Lift One Oak Tree	PENDING	16/07/2018
V/2018/0423	P.Hughes Construction Ltd Mr Hughes	19-21 Main Road, Underwood	First Floor Extension Office Extension Over Existing Flat Roof Extension to the Rear of 21 Main Road. Change of Use of Part of Garden of 19 Main Road to Car Parking Area to Serve 21 Main Road.	PENDING	16/07/2018
V/2018/0427	Mr Greateorex	116 Alfretton Road, Underwood	Demolition of Outbuilding and Erection of Coffee Shop with Self Contained Apartment and Associated Access	PENDING	18/07/2018
V/2018/0430	Mr & Mrs Clarke	Land Adj. 104 Church Lane, Underwood	Construction of 2 Detached Dwellings	PENDING	18/07/2018