

ELLESMERE TOWN COUNCIL

Minutes of the Annual Town Council Meeting held in Ellesmere Town Hall on Wednesday 9th
May, 2018 at 7.15pm.

<u>PRESENT:</u>	Town Mayor (Chair):	Cllr R Hartley
	Deputy Mayor:	Cllr Mrs J Williams
	Councillors:	Cllrs Mrs J Clayton, G Elner, J Frost, P Goulbourne, D Lunn, Mrs E Peers, B Reincke, I Ward and Mrs A Wignall
	Clerk and RFO:	Mandy Evans
	Assistant Clerk:	Phil Smith
	Unitary Councillor:	1
	Members of the Public:	0
	Press:	0
	Police:	0
	Guests:	0

Public Question Time No questions were put to the Council.

1/18 Election of Town Mayor for 2018/19

It was moved by Cllr Mrs J Williams, seconded by Cllr G Elner, and

RESOLVED - that Cllr R Hartley be re-elected Town Mayor for the 2018/19 municipal year.

Cllr Hartley signed his declaration of acceptance of office in the presence of the Town Clerk.

2/18 Election of Deputy Town Mayor for 2018/19

Two nominations for Deputy Town Mayor were received:

Cllr P Goulbourne - moved by Cllr Mrs A Wignall, seconded by Cllr Mrs E Peers.
Cllr Mrs J Williams - moved by Cllr Mrs J Clayton, seconded by Cllr G Elner

Upon being put to the vote, there was an equality of votes (with one abstention).
The Town Mayor exercised his casting vote in favour of Cllr Mrs J Williams, and
it was

RESOLVED - that Cllr Mrs J Williams be re-elected Deputy Town Mayor for
the 2018/19 municipal year.

Cllr Mrs Williams came forward to sign her declaration of acceptance of office in
the presence of the Town Clerk.



3/18

Apologies for Absence

RESOLVED – that an apology received from Cllr Mrs M Lagoyianni – family commitment – be approved.

4/18

Disclosure of Personal and Prejudicial Interests in Items on the Agenda

Cllr R Hartley declared a personal interest – as a member of Ellesmere Bowling Club - in relation to an item of correspondence from the Club at agenda item 29.

5/18

Grant Dispersations

None received.

6/18

Response to Public Questions

No questions had been received.

7/18

Police Matters

No report was available for April 2018.

The Town Clerk read out an e-mail received from Inspector Tracy Ryan (North Shropshire Safer Neighbourhood Team) in response to the concerns raised by the Council about the current level of police resources in Ellesmere. She stated that, while a reduction in cover by a third while one of the PCSOs was on maternity leave might appear alarming, the team that covered Ellesmere and Rural was supported by colleagues from the wider North Shropshire Safer Neighbourhood Team, as well as personnel in patrol, roads policing and OPU. The local officers were fully up to speed with issues in their area, and were working flexibly to provide as much cover as possible. It was hoped that this provided some reassurance, and in addition it was hoped to have a regular visit to Ellesmere from the mobile police station.

The response was noted.

8/18

Shropshire Council Report

Shropshire Cllr Mrs A Hartley reported on the following matters:

- The Shropshire Council AGM was taking place on 17 May 2018, and Councillors Peter Nutting and Steve Charmley were being put forward for re-election as Leader and Deputy Leader respectively.
- A corporate peer review of the Council had recently been carried out by the Local Government Association. Their report would be available on the Council website in due course.
- A review of Children's Centres in the county was currently taking place, and the Ellesmere Centre could be under threat. She would find out more information and pass on to the Town Clerk, but she felt that the Town Council needed to be aware of the situation.

Concern was expressed that Cllr Nutting was, subject to election/appointment, likely to be both Leader of Shropshire Council and Mayor of Shrewsbury Town



Council in 2018/19 – and whether there might be a conflict of interest between the two roles when the allocation of resources/services for the county were being discussed/decided.

AGREED – to defer to the next meeting, to give time for the situation regarding the potential dual roles of Cllr Nutting to be explored, and reassurances sought if needed.

9/18

Minutes

It was moved by Cllr P Goulbourne, seconded by Cllr B Reincke and

RESOLVED - that the minutes of the Town Council meeting on 5 April 2018 be approved and signed by the Town Mayor as a true record.

10/18

Finance, Asset & Resources Committee

The draft minutes of the meeting of the Committee held on 1 May 2018 were attached to the agenda for information. There were three recommendations for consideration by the Council, although one of these relating to revised Standing Orders was subject of a separate agenda item.

With regard to the recommendation for a loan to part-fund the cost of the new Town Hall entrance, the Town Clerk had circulated information regarding the interest charges payable on such a loan from the Public Works Loan Board. Concerns were expressed that the funding allocated for the project from Shropshire Council's Section 106 Public Realm Fund was £10k less than that originally expected. In response to questions, the Town Clerk stated that no explanation for the reduced amount had been provided, and that it was believed that all other local applicants had received the full amount applied for.

It was moved by Cllr I Ward, seconded by Cllr G Elner and

RESOLVED -

(a) that Shropshire Council be asked to provide an explanation in writing as to why only £20k had been allocated to the Town Hall Entrance project, and whether there was any money still left in the Section 106 Public Realm Fund;

(b) that, subject to a satisfactory response to (a) above, an application for a loan of £25,000 over a 25 year term for the part-funding of the new Town Hall entrance be approved;

(c) that the Hire Charges for the Town Hall be amended to exclude charges for the shed for storage and for exclusive use of the kitchen.

11/18

Clerk's Report

The Clerk's report on matters arising from previous meetings, correspondence circulated since the last meeting, and planning matters had been circulated with the Agenda.

Cllr Mrs E Peers suggested that as well as the Clerk's report, the monthly Council agenda could also include a Mayor's report in order to allow the Mayor and his/her Deputy to provide information on engagements/meetings etc that they had attended over the past month.

AGREED – that future Town Council agendas include 'Mayor's Report' as a standing item.

The Clerk's report was noted.

12/18

Cemetery Working Group

In relation to the transfer of the management of the Cemetery to the Town Council, the Town Clerk reported that a new staff file had been set-up for the Cemetery Co-ordinator, all relevant files of the former Joint Burial Committee had been delivered to the Town Hall, and a list of key holders for the Chapel and Lodge had been received. An agency agreement for the Cemetery Lodge would be signed with Bowen, Son and Watson.

The Town Clerk added that the draft Agreement between the Town and Rural Parish Councils was still being worked on by the solicitors. Some amendments had been made to the draft, which had been circulated to Members. Cllr I Ward expressed concern at some of the wording in the draft, and felt that it needed further review before it was returned to the solicitors. The new constitution needs to be clear that the Joint Parishes Burial Committee is classified as a "JANE" (Joint Arrangement that is Not an entity and is therefore, not a body corporate.

The Cemetery Working Group will abide by ETC Standing Orders and Financial Regulations as the lead authority managing all accounting, legal and administrative requirements on behalf of the CWG. The Group have no power to make decisions, employ or enter into contracts. Recommendations from the Group will be passed onto the Clerk as soon as possible to enable the Clerk to table at the next meeting.

AGREED – that the Mayor, Cllr I Ward and the Town Clerk meet to review the draft Agreement.

13/18

Appointment of Committees and Review of Terms of Reference

The Town Clerk reported that it was proposed that the new committee structure agreed last year be continued, and that there were no proposed changes to the terms of reference for those committees. Membership of the Committees also needed to be agreed for the 2018/19 municipal year.

RESOLVED -

(a) that the Finance, Asset & Resources Committee (including Staffing & Governance Sub-Committee) and the Planning & Infrastructure Committee be re-appointed, and that the existing Terms of Reference, as shown in Appendix A attached to the Agenda, be approved.

(b) that the membership of Committees for the 2018/19 municipal year be agreed as follows:



Finance, Asset & Resources Committee:

Mayor, Deputy Mayor, Cllrs G Elner, J Frost, P Goulbourne, D Lunn, Mrs E Peers, I Ward and Mrs A Wignall

Planning & Infrastructure Committee:

Mayor, Deputy Mayor, Cllrs Mrs J Clayton, G Elner, J Frost, P Goulbourne, D Lunn, I Ward and Mrs A Wignall

14/18

Confirmation and Appointment of Task and Finish Groups

Members reviewed the existing portfolio of Task and Finish Groups, and it was suggested that the Centenary of WW1 Group was no longer required, that the Asset Group be incorporated with the Heritage at Risk/Public Realm Group, and that the Town Hall Roof Group be re-named as the Town Hall Maintenance Group.

RESOLVED – that the following Task and Finish Groups be appointed for the 2018/19 municipal year, and that the membership of the Groups be agreed as shown below:

Land at Rear of Berwyn View – Cllrs Mrs J Clayton, G Elner, J Frost, R Hartley and Mrs J Williams;

CCTV – Cllrs G Elner, J Frost, R Hartley and I Ward

The Mere – Cllrs J Frost, P Goulbourne, R Hartley, I Ward and Mrs J Williams;

Heritage at Risk/Public Realm/Asset Group – Cllrs Mrs J Clayton, J Frost, P Goulbourne, I Ward and Mrs J Williams;

Town Hall Maintenance – Cllrs G Elner, J Frost, P Goulbourne, R Hartley and I Ward;

General Data Protection Regulations – Cllrs P Goulbourne and R Hartley

New 3 Year Christmas Lighting Scheme – Cllrs P Goulbourne, R Hartley, B Reincke and Mrs J Williams

15/18

Review of Standing Orders and Financial Regulations

The Town Clerk reported that the Council's Standing Orders and Financial Regulations were required to be reviewed annually. The model Standing Orders prepared by NALC for use by town and parish councils had been updated/revised, and the Finance, Asset & Resources Committee had recommended that they be approved with the addition of a clause that a Town Council meeting shall not exceed 2.5 hours. There were no proposed changes to the Financial Regulations.

It was noted that the Personal Identification Number and other passwords for access to the Council's records (in the absence of the Town Clerk) were retained by the re-elected Mayor in a sealed, dated envelope, along with the keys to the Cabinets in the Clerk's office.

It was moved by Cllr G Elner, seconded by Cllr J Frost and



RESOLVED -

(a) that the revised Standing Orders (as circulated to Members), including a clause that a meeting shall not exceed 2.5 hours, be approved;

(b) that the Financial Regulations be confirmed for the 2018/19 municipal year.

16/18

Review of Arrangements with Other Local Authorities and Membership of Local Authority Associations

(i) Shropshire Association of Local Councils

The Town Clerk reported that the total affiliation fee for 2018/19 was £1377.47, including NALC affiliation fee, Area Committee fee and an administration fee.

The report was noted.

17/18

Review of Inventory of Land and Assets

A copy of the Council's updated Inventory of Land and Assets, including buildings and office equipment, had been circulated. The Town Clerk reported that the document now included the land and assets relating to the Cemetery. These needed to be divided equally between the Town and Rural Parish Councils to reflect the agreed 50:50 split of the assets, and the Internal Auditor needed to agree these figures.

The updated Inventory was noted, subject to the figures relating to the Cemetery being checked/agreed by the Internal Auditor.

18/18

Review of Insurance Cover

The Town Clerk reported that the Council's cover in respect of all insured risks had been updated to include the Council's share of the Cemetery assets and a couple of new items at the Town Hall.

The report was noted.

19/18

Membership of Outside Bodies/Working Groups 2018/19

The current list of outside bodies/working groups that the Council was represented on was reviewed, and it was agreed to delete the Ellesmere Festival Committee and the Neighbourhood Plan Working Group, and to add Ellesmere Chamber of Commerce and the Newsletter/Briefings Working Group.

RESOLVED - that the Council's representatives on Outside Bodies/Working Groups for 2018/19 be appointed as follows:

Local Joint Committee – Town Mayor (Substitute – Deputy Mayor);

The Mere at Ellesmere Advisory Board Committee – Cllrs J Frost, R Hartley and I Ward;

SALC North Shropshire Area Committee – Town Mayor (substitute - Deputy Mayor), Cllr P Goulbourne (voting member);



Ellesmere In Bloom Committee – Cllr J Frost and Mrs A Wignall;
 Chester – Shrewsbury Rail Users’ Association – Cllr I Ward;
 Joint Emergency Planning Group – Cllrs J Frost and P Goulbourne;
 All Together Ellesmere – Cllr Mrs M Lagoyianni;
 Shropshire Helicopter Liaison Group – Cllr J Frost;
 Flood Forum – Cllr J Frost + one vacancy;
 Meres & Mosses Landscape Partnership – Cllrs P Goulbourne and I Ward;
 Oswestry Area Committee – Town Mayor and Deputy Mayor;
 Boathouse Contract Group – Town Mayor (or Deputy Mayor) and I Ward.
 Ellesmere Chamber of Commerce – Cllr B Reincke
 ‘Our Space’ Stakeholders’ Group – Town Mayor (or Deputy Mayor) + Town Clerk (or Assistant Clerks)
 Accident Reporting/Safety Working Group – Cllrs Mrs J Clayton, P Goulbourne and Mrs J Williams
 Newsletter/Briefings Working Group – Cllrs Mrs J Clayton, M Lagoyianni, B Reincke and Mrs A Wignall
Working Groups with Ellesmere Rural Parish Council:
 Cemetery Working Group – Cllrs Mrs J Clayton, G Elner, J Frost, P Goulbourne, Mrs A Wignall and Mrs J Williams;
 Community Infrastructure Levy – Cllrs G Elner, P Goulbourne and R Hartley

20/18

Review of Policies and Procedures

The Town Clerk reported that the annual review of the Council’s Complaints Procedure and Procedure for Handling Requests made under the Freedom of Information Act 2000 and Data Protection Act 1998 needed to be deferred to allow for checks to be made to ensure that they were compliant with the new Data Protection regulations.

In relation to the Press/Media Relations Policy, a copy of which had been circulated with the Agenda, the Town Clerk reported that there might be a need for a formal Communications Policy at which point the Press/Media Relations Policy might have to be revisited.

RESOLVED - that the Press/Media Relations Policy be approved.

21/18

Programme of Meetings 2018/19

RESOLVED - that the Programme of Meetings for the 2018/19 municipal year, as shown below, be approved:

04.06.18	7.15pm	Ellesmere Town Hall
02.07.18	7.15pm	Ellesmere Town Hall

03.09.18	7.15pm	Ellesmere Town Hall
01.10.18	7.15pm	Ellesmere Town Hall
05.11.18	7.15pm	Ellesmere Town Hall
03.12.18	7.15pm	Ellesmere Town Hall
07.01.19	7.15pm	Ellesmere Town Hall
04.02.19	7.15pm	Ellesmere Town Hall
04.03.19	7.15pm	Ellesmere Town Hall
01.04.19	7.15pm	Ellesmere Town Hall
09.05.19	7.15pm	Ellesmere Town Hall

22/18

Bank Account – Authorised Signatories

(i) Council Bank Accounts

It was noted that transfers over £10,000 must be signed by one of the authorised Councillors and the Town Clerk.

RESOLVED - that Cllrs G Elner, J Frost, P Goulbourne and R Hartley be authorised as signatories for the Council's Bank Accounts.

(ii) Monthly Bank Reconciliations

RESOLVED – that Cllrs R Hartley and Mrs J Williams be authorised as signatories for the monthly bank reconciliations.

(iii) Internal Checker

RESOLVED - that Cllr Mrs E Peers be appointed as Internal Checker for 2018/19;

(iv) Cemetery Working Group

The Town Clerk advised that the cheque signatories for the account set up for the running of the Cemetery needed to be members of the Working Group.

RESOLVED - that Cllrs G Elner, J Frost, P Goulbourne and Mrs J Williams be authorised as signatories for the Cemetery Working Group Account.

23/18

Audit and Risk Management

The Town Clerk reported that the Annual Risk Assessment & Management documents and Annual Review of the Effectiveness of Internal Audit had been carried out and had been noted at the 5 February 2018 meeting. The list of approved contractors had been updated and circulated with changes highlighted in red.

RESOLVED – that the following documents be approved:

Internal Audit Plan
List of Approved Contractors

24/18

Council Aims and Objectives

A report had been circulated with the Agenda outlining the Council's aims and objectives relating to the development of the town, Council services and assets.

Members went through the document and made a number of changes to take out some aims/objectives had now been achieved, to amend the wording of some headings, and to add a couple of new aims/objectives.

RESOLVED – that the Council's Aims and Objectives, as amended at the meeting and appended to these minutes, be approved.

25/18

Correspondence

(i) Items for consideration

Road Closure, 5 Cross Street, Ellesmere - Sunday 29th July, 2018. Amey STW – to complete remedial works. Noted.

Unauthorised Developments and Encampments Consultation - copy had been circulated. Response deadline 25th May, 2018 (5pm). Noted

Events Licence Application Form & Associated Documents– application for a Canal Mission Fun Day on Saturday 4th August, 2018 at New Wharf Square. Noted and agreed.

Grant Applications - thank you letters had been received from recipients of grants recently made to local community groups. The Town Clerk reported that a grant application had been submitted by Ellesmere Summer Festival which had got misfiled and was therefore not considered with the other applications at the budget meeting on 29 January 2018. It was moved by Cllr I Ward, seconded by Cllr P Goulbourne and

RESOLVED – that a grant of £250 be awarded to the Ellesmere Summer Festival.

Shropshire Council's Rural Youth Activity Fund – notification that applications for the first round of funding can be made from the 23rd April until 30th May, 2018. Noted.

Ecological Survey – Birch Road Pond – request for access to the pond for an ecological survey to be carried out by Shropshire Council's consultants. Noted and agreed.

Cherish Your Churchyard Week 10th – 16th June, 2018 – information on events taking place at St Mary's Parish Church and Churchyard. Noted.

Peninsula Employee Assistance Programme – Noted.

Ellesmere Bowling Club – request for assistance in maintaining the Motte and Bailey Castle site occupied by the Bowling Club. Members acknowledged the heritage value of the site, but felt that more information was needed.

AGREED – that the Town Mayor make enquiries with the Bowling Club regarding what support they are seeking from the Town Council, and whether there could be more access to the site for the public.

NHS Future Fit 12 Week Public Consultation – information about the latest consultation on the proposals for changes to hospital services in Shropshire and Telford & Wrekin. Noted.

Shropshire Council Local Plan Review Report – as presented to SC Cabinet on 2 May 2018. Noted.



Shropshire Council – Integrated Transport Scheme – the Town Clerk reported that funding for 20mph speed limits was no longer included in the Integrated Transport Scheme.

AGREED – that Shropshire Council be asked if money from the Community Infrastructure Levy could be used to fund 20mph zones in Ellesmere.

The Mere at Ellesmere Park Visitor Survey – request from Shropshire Council to publicise their survey to seek views on development ideas for the country park. Noted and agreed.

Le Doodoowatch – noted.

Retaining Wall, St. Mary’s Churchyard – the Town Clerk reported that Shropshire Council’s Tree Officer had been to look at the roots from a yew tree that the contractors repairing the wall had indicated would require cutting through in order to remove a section of the earth bank. The Tree Officer’s report was awaited. In addition, some urgent remedial work was required on a broken branch of a Wellingtonia tree in the Churchyard. Shropshire Council had confirmed that no special permissions were required, and it was proposed to only seek one quote for the works due to their urgent nature on safety grounds. Noted and agreed.

(ii) Other Correspondence received after the Agenda being sent out

Shropshire Council Property Services Group – information on their services. Noted.

Beech Grove Recreation Area – the Town Clerk reported that the fence along the pathway between Cherry Drive and the Recreation Area had been vandalised. The fence posts had rotted, and so it was proposed to seek quotes for the replacement of the fence and the posts. Damage had also been sustained to a separate fence panel by the brook. Noted and agreed.

Plantation Wood – notification that the Wood had been formally transferred to the Plantation Wood trustees on behalf of the local community.

AGREED – that a letter of congratulations be sent to the Plantation Wood Trustees.

Shropshire Council Great Outdoors Strategy 2018-28 – consultation until 31 July 2018. Noted and for individuals to respond.

26/18

Planning

(i) Planning Applications For Consideration

18/01224/ADV – Land adjacent to the Tow Path, Ellesmere Canal, Wharf Road, Ellesmere – erect and display a freestanding notice board.

It was moved by Cllr G Elner, seconded by Cllr Mrs J Williams and

RESOLVED – that the application be supported with no comments.

27/18

Newsletter/Briefings Working Group



Cllr Mrs A Wignall reported that the Working Group had met on 16 April 2018 to discuss protocols for the approval process and the frequency of the newsletter. A discussion paper was currently being prepared and would be presented to the next meeting. In the meantime, the Group would like to issue a press release relating to this and the preceding Town Meeting.

AGREED – that the Working Group draft a press release and send to the Town Clerk to circulate to Members for comments/approval.

28/18

Mere Boathouse and Kiosk Contract Meeting

The notes of the six monthly contract meeting between Shropshire Council and the Town Council (as landlords) and the tenant/lessee held on 25 April 2018 were attached to the Agenda for information. Noted.

29/18

Future Vision for Ellesmere Town

The Town Mayor reported that consideration was being given to whether there should be an overarching vision for the future of the town/council, which would encompass all the assets owned/managed by the Council.

Cllr B Reincke reported that he had agreed to produce an outline document that would aim to create a compelling vision for Ellesmere for the future in partnership with local organisations/groups/stakeholders. It would then be a case of putting a structure around it linked to the Council's aims and objectives. A draft document would be brought to a future Town Council meeting, and it was suggested that Members could then conduct a Town Walk to look at some of the things in the document.

Members were supportive of the initiative and thanked Cllr Reincke for his work on this.

AGREED – that the approach outlined for developing a vision for the Town be endorsed.

30/18

Road Safety Policy

The Town Clerk reported that any new road/traffic safety issues needed to be submitted to Shropshire Council by the end of May 2018. Members were asked to forward any issues to the Assistant Town Clerk who would collate them for submission to Shropshire Council.

AGREED – that any new highways safety issues for reporting be notified to the Assistant Town Clerk by Friday 18 May 2018.

31/18

Finance

(i) Payments for March 2018

The payments made during March 2018 had been circulated with the Agenda. It was moved by Cllr Mrs A Wignall, seconded by Cllr P Goulbourne and



RESOLVED - that the payments for March 2018 be approved, confirmed and signed as a true copy.

(ii) Receipts/Payments/Income & Expenditure Reports for Final Quarter 2017/18

The documents for the fourth quarter of the 2017/18 financial year had been circulated with the agenda. It was moved by Cllr I Ward, seconded by Cllr J Frost and

RESOLVED - that the receipts, payments and income & expenditure reports for the final quarter 2017/18 be approved and confirmed.

(iii) Write Off of Old Debts

The Town Clerk reported that there were no outstanding debts for writing off.

(iv) Cemetery Working Group – Year End Report

The Town Clerk reported that the Cemetery accounts will be incorporated into the Annual Governance Section 2 and a separate cashbook had been set-up within the accounts system from the 1st April, 2018. Progress has been made on the Internal Audit Report (JPBC) and the Internal Auditor is visiting on the 24th May, 2018 to complete year end. The Clerk informed Members of the 2017-18 reporting season which are: Deadline for the completed and approved Annual Governance and Accountability Return is Monday 11th June, 2018. Statutory period for the expertise of public rights is Monday 2nd July, 2018 – Friday 13th July, 2018. Deadline for the AGAR signed by the external auditor report must be published and notice of conclusion of audit must be published at the same time is Sunday 30th Sept. 18. Signing and approval of Section 1 of the AGAR 17/18 must be approved by a resolution in advance of approving the Account Statements either at a separate meeting or in the same meeting with the correct order of business on the agenda. This must be evidence by the minute references.

32/18

Joint Annual Dinner

The Town Clerk reminded Members that the joint Annual Dinner with Ellesmere Rural Parish Council was being held on Friday 11 May 2018 at the Boathouse, Ellesmere.

33/18

Date of Next Meeting

Monday, 4th June, 2018

34/18

Exclusion of Press and Public

It was moved by Cllr G Elner, seconded by Cllr Mrs J Williams and

RESOLVED - that in accordance with the Public Bodies (Admission to Meetings) Act 1960 and Section 100 (A) of the Local Government Act 1992,



the public and press be excluded for the remainder of the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in the Acts.

35/18

Exempt Minutes

The exempt minutes of the meeting held on 5 April 2018 were circulated.

It was moved by Cllr Mrs A Wignall, seconded by Cllr Mrs J Clayton and

RESOLVED - that the exempt minutes of the meeting held on 5 April 2018 be approved and signed by the Town Mayor as a true record.

The meeting closed at 9.26pm

Mayor:

Date:



APPENDIX F

AIMS AND OBJECTIVES – ELLESMERE TOWN COUNCIL

MAY, 2018

Engage and communicate with local people around key issues.

Ellesmere Town Council have successfully passed the Foundation Level, Local Council Award Scheme to improve the Council's functioning and are currently working towards the Quality Award.

Ongoing development of the Old Dairy Site

Extension to the Business Park

Continued support for the Boathouse and Jointly Owned Property with Shropshire Council

Continued support with Ellesmere Rural Parish Council/Cemetery Working Group and additional Burial Land for Cemetery use.

Support Manufacturing and Attract Additional Businesses to the Town.

To look to improve local Leisure Facilities for Local Residents and Visitors.

Continue to support local Events – All Seasonal Events & Festivals

To host Remembrance Sunday with Ellesmere Royal British Legion

To support the Local Voluntary Bodies

Maintain Floral Planting around the Town

Maintenance and Support for the Recording and Control Equipment – public surveillance CCTV within the Ellesmere Town Council area.



Annual maintenance for the Town Clock - Old Town Hall

To continue to support Ellesmere Rangers Football Club with the lease agreement in place

To continue to support Ellesmere Cricket Club with the lease agreement in place

To continue to support Ellesmere Cadets with the lease agreement in place

To maintain the playgrounds and recreation areas

To maintain the grounds at St. Mary's Churchyard

To maintain the Town Hall and gardens

To maintain Cross Street Toilets

To maintain Street Lights belonging to the Town Council

To maintain the bus shelters held by Ellesmere Town Council

The Future of the Land Rear of Berwyn View

To continue the Christmas Lighting in the town and to start discussions with the Chamber of Commerce from 2017.

That Ellesmere Town Council hold the Market Rights for the Market Hall.

To support All Together Ellesmere, Community Interest Company who have been delegated the power to run the market on our behalf.

New leaflets have been by the Chamber of Commerce to encourage Toursim supported by Town Council.

To continue to improve a new stand alone Website.



To review annually the Ellesmere Place Plan with Shropshire Council

To continue to communicate with Shropshire Council which should be two sided arrangement

To continue to maintain the Town Hall building.

Continue to support the provision of a public swimming pool.

Affordable housing (to be ringfenced for local people).

Support "Our Space"

To continue to work with local groups, Shropshire Council to progress Public Realm Projects which will enhance the town for residents and visitors

To continue to inform local people, businesses and visitors of what Ellesmere has to offer and events during the year through the website, Ellesmere community news, press and noticeboards.

To inform people of the history of the town using the display cabinet, foyer Ellesmere Town Hall.

Ellesmere Town Council will work together as a Team of Councillors and Staff which would include relevant training.

The Town Council consider Grant Applications Annually

The Town Council agreed to work on "A Vision for Ellesmere" document.

This paper was considered by the Town Council on Wednesday, 9th May, 2018 and will be reviewed again in 12 months time



Date: 02/05/2018

Ellesmere Town Council 2017/2018

Page No: 1

Time: 11:03

Cash Book No : 1

User : MAE

Town Council Current A/c

Payments made between 01/03/2018 and 31/03/2018

Nominal Ledger Analysis									
Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
05/03/2018	Princes Electrical Contracting	7499	36.00		6.00	4603	202	30.00	Repairs to Lights a TH
05/03/2018	Waterplus	7500	603.99			4133	201	603.99	Water - TH
05/03/2018	B Lewis	7501	900.00			4312	103	900.00	Gardening Contract - March
05/03/2018	Technical Services Shrops Ltd	7502	78.00		13.00	4311	103	65.00	CCTV repairs
05/03/2018	Greenfingers Ltd	7503	569.60		94.93	4310	103	474.67	Grounds Maintenance
05/03/2018	Paperstone Ltd	7504	207.18		34.53	4101	101	172.65	Stationery
05/03/2018	PG Skips Ltd	7506	74.21		12.37	4604	202	61.84	Skip Hire TH - Feb
05/03/2018	PG Skips Ltd	7507	64.61		10.77	4404	103	53.84	Skip Hire - MKT Hire - Feb
05/03/2018	J C Dyke	7508	88.55		14.76	4603	202	73.79	General Maintenance - TH
05/03/2018	PG Skips Ltd	7509	64.61		10.77	4404	103	53.84	Skip Hire - Mkt Hire March
05/03/2018	PG Skips Ltd	7510	74.21		12.37	4604	202	61.84	Skip Hire - TH - March
05/03/2018	British Telecom	DDR	124.52		20.75	4105	101	103.77	2 x Phones 1 x Broadband TH
08/03/2018	Royal British Legion	7511	250.00			4203	102	250.00	Silent Soldier Donation
08/03/2018	Mrs Mandy Evans - Clerk	7512	49.99		8.33	4105	101	41.66	Reimbursed for Phone
08/03/2018	Mrs D Bussey	7513	100.08			4311	103	100.08	CCTV Electricity Payment
08/03/2018	RBS Software	7514	330.00		55.00	4103	101	275.00	Bookings Software Maintenance
08/03/2018	Peninsula Business Services Lt	7515	1,194.00		199.00	4111	101	995.00	HR Face to Face
13/03/2018	Opus Energy	DDR	732.34		122.06	4132	201	610.28	Gas - TH
20/03/2018	Shropshire Council	7516	300.00		50.00	4402	104	250.00	Play Area Inspections Nov/Marc
20/03/2018	Central Fire Control	7517	115.20		19.20	4313	103	96.00	Fire Extinguisher Service
20/03/2018	All Together Ellesmere	7518	60.00			4404	103	60.00	Mkt Hire Cleaning
21/03/2018	TSB Bank	PAY	65.00			1000	210	65.00	Unpaid Chq/Nixon invoice 2706
Total Payments :			6,082.09	0.00	683.84			5,398.25	

Date: 02/05/2018

Ellesmere Town Council 2017/2018

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Town Council Current A/c

Receipts received between 01/01/2018 and 31/03/2018

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Banked on : 02/01/2018	40.00						
	Sales Recpts Page 699	40.00	40.00		100			Sales Recpts Page 699
	Banked on : 05/01/2018	238.00						
	Sales Recpts Page 700	238.00	238.00		100			Sales Recpts Page 700
	Banked on : 08/01/2018	388.00						
	Sales Recpts Page 701	388.00	388.00		100			Sales Recpts Page 701
	Banked on : 16/01/2018	17.50						
	Sales Recpts Page 702	17.50	17.50		100			Sales Recpts Page 702
	Banked on : 18/01/2018	35.00						
	Sales Recpts Page 706	35.00	35.00		100			Sales Recpts Page 706
	Banked on : 23/01/2018	67.50						
	Sales Recpts Page 703	67.50	67.50		100			Sales Recpts Page 703
	Banked on : 24/01/2018	1,667.00						
	Sales Recpts Page 695	1,667.00	1,667.00		100			Sales Recpts Page 695
	Banked on : 24/01/2018	233.29						
500427	Richard Hobson	233.29			1001	210	233.29	Bar Commission Sept -
	Banked on : 24/01/2018	77.50						
	Sales Recpts Page 704	77.50	77.50		100			Sales Recpts Page 704
	Banked on : 30/01/2018	120.00						
	Sales Recpts Page 705	120.00	120.00		100			Sales Recpts Page 705
	Banked on : 01/02/2018	1,750.57						
BGC	HMRC	1,750.57			120		1,750.57	Vat Repaid 3rd Qtr
	Banked on : 02/02/2018	259.00						
	Sales Recpts Page 696	259.00	259.00		100			Sales Recpts Page 696
	Banked on : 05/02/2018	95.00						
	Sales Recpts Page 709	95.00	95.00		100			Sales Recpts Page 709
	Banked on : 05/02/2018	312.00						
	Sales Recpts Page 710	312.00	312.00		100			Sales Recpts Page 710
	Banked on : 09/02/2018	1,208.00						
	Sales Recpts Page 698	1,208.00	1,208.00		100			Sales Recpts Page 698
	Banked on : 09/02/2018	205.00						
500430	West Mercia PCC	205.00			1801	110	205.00	Compensation for WC
	Banked on : 16/02/2018	1,074.50						
	Sales Recpts Page 707	1,074.50	1,074.50		100			Sales Recpts Page 707
	Banked on : 20/02/2018	67.50						
	Sales Recpts Page 711	67.50	67.50		100			Sales Recpts Page 711
Sub Total Carried Forward		7,855.36	5,666.50	0.00			2,188.86	

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Town Council Current A/c

Receipts received between 01/01/2018 and 31/03/2018

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	Nominal Ledger Analysis		
					A/c	Centre	£ Amount Transaction Detail
	Banked on : 23/02/2018	127.00					
	Sales Recpts Page 708	127.00	127.00		100		Sales Recpts Page 708
	Banked on : 26/02/2018	150.35					
500433	Cross Street WC	150.35			1805	110	150.35 Ladies WC Cash collection
	Banked on : 26/02/2018	252.00					
500434	Cross Street WC	252.00			1805	110	252.00 Gents WC Cash collection
	Banked on : 27/02/2018	432.00					
	Sales Recpts Page 712	432.00	432.00		100		Sales Recpts Page 712
	Banked on : 28/02/2018	302.50					
	Sales Recpts Page 713	302.50	302.50		100		Sales Recpts Page 713
	Banked on : 05/03/2018	224.00					
	Sales Recpts Page 720	224.00	224.00		100		Sales Recpts Page 720
	Banked on : 06/03/2018	34.09					
BGC	NPower	34.09		5.68	4132	201	28.41 NPower
	Banked on : 09/03/2018	1,113.00					
	Sales Recpts Page 715	1,113.00	1,113.00		100		Sales Recpts Page 715
	Banked on : 15/03/2018	17.50					
	Sales Recpts Page 721	17.50	17.50		100		Sales Recpts Page 721
	Banked on : 16/03/2018	559.00					
	Sales Recpts Page 717	559.00	559.00		100		Sales Recpts Page 717
	Banked on : 16/03/2018	27.50					
	Sales Recpts Page 722	27.50	27.50		100		Sales Recpts Page 722
	Banked on : 21/03/2018	87.50					
	Sales Recpts Page 723	87.50	87.50		100		Sales Recpts Page 723
	Banked on : 21/03/2018	95.00					
	Sales Recpts Page 724	95.00	95.00		100		Sales Recpts Page 724
	Banked on : 23/03/2018	1,045.50					
	Sales Recpts Page 719	1,045.50	1,045.50		100		Sales Recpts Page 719
	Banked on : 23/03/2018	248.00					
	Sales Recpts Page 725	248.00	248.00		100		Sales Recpts Page 725
	Banked on : 27/03/2018	35.00					
	Sales Recpts Page 726	35.00	35.00		100		Sales Recpts Page 726
	Banked on : 27/03/2018	67.50					
	Sales Recpts Page 727	67.50	67.50		100		Sales Recpts Page 727
	Banked on : 28/03/2018	119.15					
500438	Cross Street WC	119.15			1805	110	119.15 Gents WC Money
Sub Total Carried Forward		12,791.95	4,381.00	5.68			2,738.77

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Town Council Current A/c

Receipts received between 01/01/2018 and 31/03/2018

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked on : 28/03/2018	65.25						
500439	Cross Street WC		65.25		1805	110	65.25	Ladies WC Money
	Banked on : 29/03/2018	250.00						
	Sales Recpts Page 728	250.00	250.00		100			Sales Recpts Page 728
Total Receipts :		13,107.20	10,297.50	5.68			2,804.02	



Town Council Current A/c

Payments made between 01/01/2018 and 31/03/2018

Nominal Ledger Analysis									
Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail:
02/01/2018	Gala Lights	7456	5,601.40		933.57	4303	103	4,667.83	Chirstmas Lighting Contract
02/01/2018	B Lewis	7457	900.00			4312	103	900.00	Garedning Contract - January
02/01/2018	CPC	7458	46.79		7.80	4606	202	38.99	Microphone Heads
02/01/2018	Public Performance Licence	7459	348.10		58.02	4107	201	290.08	Public Performance Licence
02/01/2018	Office Furniture Online	7460	204.00		34.00	4606	202	170.00	2 Chair Trolleys
02/01/2018	J C Dyke	7461	25.30		4.22	4603	202	21.08	General Maintenance - TH
02/01/2018	E.on Energy Solutions Ltd	7462	91.99		15.33	4301	103	76.66	S'light repirs -St John's Hill
02/01/2018	British Telecom	DDR	115.96		19.32	4105	101	96.64	2x Clerks Phones - X Broadband
03/01/2018	All Together Ellesmere	7455	100.00			4404	103	100.00	Mkt Hall Clenaing - November
03/01/2018	Peninsula Business Services Lt	DDR	208.80		34.80	4111	101	174.00	Business Safe & Employment
10/01/2018	E.on Energy Solutions Ltd	7463	790.85		131.81	4301	103	659.04	Contract May 2017 April 2018
10/01/2018	British Telecom	7464	105.96		17.66	4105	101	88.30	Broadband - TH
10/01/2018	Greenfingers Ltd	7465	569.60		94.93	4310	103	474.67	Grounds Maintenance Contract
10/01/2018	Tudor Griffiths	7466	89.20		14.87	4606	202	74.33	Sack Truck
15/01/2018	Shropshire Council	DDR	804.00			4130	201	804.00	Business Rates - T
15/01/2018	Opus Energy	DDR	699.53		116.59	4132	201	582.94	Gas - TH
16/01/2018	Paperstone Ltd	7467	177.73		9.45	4101	101	47.28	Stamps & Statone
16/01/2018	Paperstone Ltd	7468	39.51		6.58	4101	101	121.00	Stamps
16/01/2018	All Together Ellesmere	7469	60.00			4404	103	32.93	Stationery
16/01/2018	Aps-Boiler Services	7470	133.20		22.20	4603	202	60.00	Cleaning - Mkt Hall
16/01/2018	Healthmatic	7471	2,451.78		408.63	4333	103	111.00	Boiler Repairs - TH
16/01/2018	J C Dyke	7472	21.10		3.52	4603	202	2,043.15	Cleaning Contract to 31/03/18
16/01/2018	Shropshire Council	7473	7,225.14		11.20	4111	101	17.58	General Maintenance - TH
						4011	203	56.00	PAYE December 2017
						4010	101	226.18	PAYE December 2017
						4006	203	487.32	PAYE December 2017
						4005	101	22.11	PAYE December 2017
						4001	203	279.33	PAYE December 2017
						4000	101	2,245.19	PAYE December 2017
								3,897.81	PAYE December 2017
16/01/2018	Reliant UK Ltd	7474	105.00		17.50	4103	101	87.50	Computer Repairs
16/01/2018	PG Skips Ltd	7475	74.21		12.37	4604	202	61.84	Skip Hire - TH
16/01/2018	PG Skips Ltd	7476	64.61		10.77	4604	202	53.84	Skip Hire - Mkt Hal
Sub Total Carried Forward			21,053.76	0.00	1,985.14			19,068.62	



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Town Council Current A/c

Payments made between 01/01/2018 and 31/03/2018

Nominal Ledger Analysis									
Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
16/01/2018	Border Janitorial Supplies	7477	234.14		39.02	4600	202	195.12	Cleaning Materials TH
29/01/2018	Ricoh UK Ltd	7454	183.41		30.57	4100	101	152.84	Qrtly Mtr Click Clerks Printer
29/01/2018	Shrewsbury/Chester Rail Assoc	7478	10.00			4109	101	10.00	Annual Membershi
30/01/2018	Peninsula Business Services Lt	DDR	208.80		34.80	4111	101	174.00	Business Safe & Employment
01/02/2018	British Telecom	DDR	124.77		20.79	4105	101	103.98	2xClerks Phones 1 X Broadband
06/02/2018	Aps Boiler Services	7479	380.29		63.38	4603	202	316.91	Boiler Repirs -TH
06/02/2018	K & S Roofing (Whitchurch)LTD	7480	394.14		65.69	4603	202	328.45	Roof Repairs - TH
06/02/2018	J C Dyke	7481	125.35		20.90	4603	202	104.45	General Maintenac - TH
06/02/2018	Ricoh UK Ltd	7482	116.21		19.37	4100	101	96.84	Ink & Waste Toner Bottle
06/02/2018	All Together Ellesmere	7483	80.00			4404	103	80.00	Mkt Hall Cleaning
06/02/2018	Treefellers Ltd	7484	420.00		70.00	4314	103	350.00	Tree Works
06/02/2018	Shropshire Council	7485	7,041.14		11.20	4111	101	56.00	PAYE - January
						4011	203	191.72	PAYE - January
						4010	101	487.32	PAYE - January
						4006	203	15.93	PAYE - January
						4005	101	279.33	PAYE - January
						4001	203	2,032.03	PAYE - January
						4000	101	3,967.61	PAYE - January
06/02/2018	PG Skips Ltd	7486	74.21		12.37	4604	202	61.84	Skip Hire - TH
06/02/2018	PG Skips Ltd	7487	80.76		13.46	4604	202	67.30	Skip Hire - Mkt Hal
12/02/2018	British Gas Business	DDR	2,189.11		364.85	4131	201	1,824.26	Electricity - TH
13/02/2018	Opus Energy	DDR	700.86		116.81	4132	201	584.05	Gas - TH
19/02/2018	Information Commissioners Offi	7488	35.00			4108	101	35.00	Data Protection Registration
19/02/2018	Shropshire Council	7489	1,161.08		193.51	4300	103	967.57	Jnt Energy Costs 3rd Qtr
19/02/2018	Greenfingers Ltd	7490	569.60		94.93	4310	103	474.67	Grounds Maintenance
19/02/2018	Princes Electrical Contracting	7491	310.32		51.72	4603	202	228.60	Repairs - TH & Fitting
						4303	103	30.00	Xmas Lights
19/02/2018	B Lewis	7492	900.00			4312	103	900.00	Gardening Contrac February
19/02/2018	Shrops Assoc of Local Councils	7493	25.00			4020	101	25.00	Clerks Training
27/02/2018	E.on Energy Solutions Ltd	7494	169.31		28.22	4301	103	141.09	S/lighting repairs
27/02/2018	Shropshire Council	7495	97.50			4111	101	97.50	Plannign applicatio - TH
27/02/2018	Scottish Power	7496	263.97		12.57	4303	103	251.40	Xmas Lighting Electricity
27/02/2018	Shropshire Council	7498	7,362.66		11.20	4111	101	56.00	PAYE - February
						4011	203	186.21	PAYE - February
						4010	101	514.83	PAYE - February
						4006	203	9.92	PAYE - February
						4005	101	310.90	PAYE - February
						4001	203	1,980.69	PAYE - February
Sub Total Carried Forward			44,311.39	0.00	3,260.50			36,757.98	



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Town Council Current A/c

Payments made between 01/01/2018 and 31/03/2018

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	Nominal Ledger Analysis			£ Amount	Transaction Details
					£ VAT	A/c	Centre		
28/02/2018	Peninsula Business Services Lt	DDR	208.80		34.80	4000 101	4,292.91	PAYE - February	
						4111 101	174.00	Employment & Business Safe	
05/03/2018	Princes Electrical Contracting	7499	36.00		6.00	4603 202	30.00	Repairs to Lights a TH	
05/03/2018	Waterplus	7500	603.99			4133 201	603.99	Water - TH	
05/03/2018	B Lewis	7501	900.00			4312 103	900.00	Gardening Contract - March	
05/03/2018	Technical Services Shrops Ltd	7502	78.00		13.00	4311 103	65.00	CCTV repairs	
05/03/2018	Greenfingers Ltd	7503	569.60		94.93	4310 103	474.67	Grounds Maintenance	
05/03/2018	Paperstone Ltd	7504	207.18		34.53	4101 101	172.65	Stationery	
05/03/2018	PG Skips Ltd	7506	74.21		12.37	4604 202	61.84	Skip Hire TH - Feb	
05/03/2018	PG Skips Ltd	7507	64.61		10.77	4404 103	53.84	Skip Hire - MKT Hl - Feb	
05/03/2018	J C Dyke	7508	88.55		14.76	4603 202	73.79	General Maintenance - TH	
05/03/2018	PG Skips Ltd	7509	64.61		10.77	4404 103	53.84	Skip Hire - Mkt Hal March	
05/03/2018	PG Skips Ltd	7510	74.21		12.37	4604 202	61.84	Skip Hire - TH - March	
05/03/2018	British Telecom	DDR	124.52		20.75	4105 101	103.77	2 x Phones 1 x Broadband TH	
08/03/2018	Royal British Legion	7511	250.00			4203 102	250.00	Silent Soldier Donation	
08/03/2018	Mrs Mandy Evans - Clerk	7512	49.99		8.33	4105 101	41.66	Reimbursed for Phone	
08/03/2018	Mrs D Bussey	7513	100.08			4311 103	100.08	CCTV Electricity Payment	
08/03/2018	RBS Software	7514	330.00		55.00	4103 101	275.00	Bookings Software Maintenance	
08/03/2018	Peninsula Business Services Lt	7515	1,194.00		199.00	4111 101	995.00	HR Face to Face	
13/03/2018	Opus Energy	DDR	732.34		122.06	4132 201	610.28	Gas - TH	
20/03/2018	Shropshire Council	7516	300.00		50.00	4402 104	250.00	Play Area Inspections Nov/Marc	
20/03/2018	Central Fire Control	7517	115.20		19.20	4313 103	96.00	Fire Extinguisher Service	
20/03/2018	All Together Ellesmere	7518	60.00			4404 103	60.00	Mkt Hall Cleaning	
21/03/2018	TSB Bank	PAY	65.00			1000 210	65.00	Unpaid Chq/Nixon invoice 2706	
Total Payments :			50,602.28	0.00	3,979.14		46,623.14		



Month No : 12

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget	
Town Council								
101 Town Council Administration								
4000	Salaries	52,546	50,583	47,800	-2,783	-2,783	105.8 %	
4005	ER's NI - Salaries	1,189	772	5,200	4,428	4,428	14.8 %	
4010	ER's Pension Conts - Salaries	5,272	6,195	7,000	805	805	88.5 %	
4020	Training Expenses	359	120	400	280	280	30.0 %	
4100	Printing & Photocopying	1,104	911	800	-111	-111	113.8 %	
4101	Stationery	861	652	700	48	48	93.1 %	
4102	Postages	235	363	400	37	37	90.8 %	
4103	Computer Expenses	864	890	500	-390	-390	178.1 %	
4104	Website Expenses	1,163	950	225	-725	-725	422.2 %	
4105	Telephones	1,359	1,561	1,100	-461	-461	141.9 %	
4106	Insurance	2,872	3,051	4,000	949	949	76.3 %	
4107	Licences	152	0	0	0	0	0.0 %	
4108	Subscriptions	353	35	330	295	295	10.6 %	
4109	Membership Fees	1,530	1,928	1,300	-628	-628	148.3 %	
4110	Legal Expenses	204	300	500	200	200	60.0 %	
4111	Professional Fees	2,704	3,921	2,700	-1,221	-1,221	145.2 %	
4112	Audit/Accountancy Fees	1,693	1,653	1,510	-143	-143	109.5 %	
4114	Office Equipment	49	392	0	-392	-392	0.0 %	
4115	Bank Charges	295	0	340	340	340	0.0 %	
4131	Electricity	1,786	0	0	0	0	0.0 %	
4601	Water Chlorination	0	964	0	-964	-964	0.0 %	
4700	Contingencies	0	2,626	3,300	674	674	79.6 %	
	Town Council Administration :- Expenditure	76,589	77,866	78,105	239	0	239	99.7 %
1101	Hire Of art Screens	0	72	0	72		0.0 %	
1870	Interest Received	193	79	0	79		0.0 %	
1880	Burial Loan Repayment	1,831	0	0	0		0.0 %	
1900	Precept	192,492	198,099	0	198,099		0.0 %	
	Town Council Administration :- Income	194,515	198,250	0	198,250			
	Net Expenditure over Income	-117,926	-120,383	78,105	198,488			
102 Civic Expenses								
4150	Refreshments & Catering	0	39	40	1	1	97.3 %	
4200	Mayor's Allowance	800	800	800	0	0	100.0 %	
4202	Councillors' Training Expenses	126	507	0	-507	-507	0.0 %	
4203	Civic Costs	21	575	0	-575	-575	0.0 %	
4215	Awards/Gifts	55	20	0	-20	-20	0.0 %	
	Civic Expenses :- Expenditure	1,002	1,941	840	-1,101	0	-1,101	231.1 %
	Net Expenditure over Income	1,002	1,941	840	-1,101			

Month No : 12

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
103 Community Services							
4100 Printing & Photocopying	0	74	0	-74		-74	0.0 %
4105 Telephones	0	105	0	-105		-105	0.0 %
4111 Professional Fees	0	900	0	-900		-900	0.0 %
4131 Electricity	0	1,494	0	-1,494		-1,494	0.0 %
4300 Street Lighting Electricity	3,351	3,870	3,400	-470		-470	113.8 %
4301 Street Lighting Maintenance	3,455	2,086	2,500	414		414	83.4 %
4303 Christmas lighting	11,779	5,051	6,000	949		949	84.2 %
4310 Grounds Maintenance	6,128	7,301	6,000	-1,301		-1,301	121.7 %
4311 CCTV	2,181	3,937	800	-3,137		-3,137	492.2 %
4312 Gardening Contract	10,820	10,800	10,000	-800		-800	108.0 %
4313 Health & Safety	630	573	600	27		27	95.5 %
4314 Gardening Additional Costs	822	845	1,600	755		755	52.8 %
4320 Street Furniture	196	312	2,000	1,688		1,688	15.6 %
4330 Ellesmere In Bloom	300	250	0	-250		-250	0.0 %
4331 Planters	1,109	1,336	1,200	-136		-136	111.3 %
4333 Public Conveniences	12,218	11,091	10,000	-1,091		-1,091	110.9 %
4404 Tuesday Market Costs	1,700	1,425	3,000	1,575		1,575	47.5 %
4601 Water Chlorination	444	0	450	450		450	0.0 %
4700 Contingencies	0	0	5,000	5,000		5,000	0.0 %
4710 Future Burial Land	0	0	50	50		50	0.0 %
Community Services :- Expenditure	55,132	51,450	52,600	1,150	0	1,150	97.8 %
1700 Grants Received	1,647	754	0	754			0.0 %
Community Services :- Income	1,647	754	0	754			
Net Expenditure over Income	53,485	50,696	52,600	1,904			
104 Recreation							
4402 Play Area Expenses	21,208	2,299	2,200	-99		-99	104.5 %
Recreation :- Expenditure	21,208	2,299	2,200	-99	0	-99	104.5 %
1060 Cricket Club Rent	65	0	0	0			0.0 %
1061 Football Club Rent	1	274	0	274			0.0 %
1062 Play Areas Income	20,320	0	0	0			0.0 %
1063 Scout/Cadet Hut Income	150	150	0	150			0.0 %
Recreation :- Income	20,536	424	0	424			
Net Expenditure over Income	672	1,875	2,200	325			

Month No : 12

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
105 Partnership Funding							
4452 Joint Burials Subsidy	14,220	12,434	14,220	1,786		1,786	87.4 %
Partnership Funding :- Expenditure	14,220	12,434	14,220	1,786	0	1,786	87.4 %
Net Expenditure over Income	14,220	12,434	14,220	1,786			
106 Publicity & Promotions							
4500 Advertising	416	0	1,000	1,000		1,000	0.0 %
Publicity & Promotions :- Expenditure	416	0	1,000	1,000	0	1,000	0.0 %
Net Expenditure over Income	416	0	1,000	1,000			
107 Events and Grants							
4550 Grants	0	10,600	1,250	-9,350		-9,350	848.0 %
4551 Autumn Festival - Art Exhibit	250	250	0	-250		-250	0.0 %
4553 Regatta	250	250	0	-250		-250	0.0 %
4554 Carnival	250	0	0	0		0	0.0 %
4555 Triathlon	250	0	0	0		0	0.0 %
4570 Remembrance Sunday	497	52	60	8		8	86.5 %
Events and Grants :- Expenditure	1,497	11,152	1,310	-9,842	0	-9,842	851.3 %
Net Expenditure over Income	1,497	11,152	1,310	-9,842			
110 Town Council Income							
1101 Hire Of art Screens	69	60	0	60			0.0 %
1801 Town Council Income	1,412	945	0	945			0.0 %
1805 Cross St Toilet Income	2,843	3,067	0	3,067			0.0 %
Town Council Income :- Income	4,323	4,072	0	4,072			
Net Expenditure over Income	-4,323	-4,072	0	4,072			
150 Loan Repayments							
4900 Loan Interest payments	2,695	1,201	1,539	338		338	78.0 %
4910 Loan Capital Repayment	5,585	2,392	3,285	893		893	72.8 %
Loan Repayments :- Expenditure	8,279	3,593	4,824	1,231	0	1,231	74.5 %
Net Expenditure over Income	8,279	3,593	4,824	1,231			
Town Council :- Expenditure	178,343	160,736	155,099	-5,637	0	-5,637	103.6 %
Income	221,022	203,500	0	203,500			0.0 %
Net Expenditure over Income	-42,679	-42,765	155,099	197,864			

Town Hall Management Committee

Month No : 12

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
201	<u>Town Hall Administration</u>						
4107	Licences	1,255	1,105	0	-1,105	-1,105	0.0 %
4130	Rates	9,195	8,039	0	-8,039	-8,039	0.0 %
4131	Electricity	3,317	3,008	0	-3,008	-3,008	0.0 %
4132	Gas	3,931	6,190	0	-6,190	-6,190	0.0 %
4133	Water	1,799	1,754	0	-1,754	-1,754	0.0 %
4601	Water Chlorination	964	0	0	0	0	0.0 %
	Town Hall Administration :- Expenditure	20,460	20,096	0	-20,096	0	-20,096
	Net Expenditure over Income	20,460	20,096	0	-20,096		
202	<u>Town Hall Maintenance</u>						
4600	Cleaning Materials	946	576	0	-576	-576	0.0 %
4602	Building Maintenance	2	540	0	-540	-540	0.0 %
4603	General Maintenance	11,072	5,082	43,000	37,918	37,918	11.8 %
4604	Skip Hire	804	963	0	-963	-963	0.0 %
4605	Sanitary Disposal	406	825	0	-825	-825	0.0 %
4606	Town Hall Equipment	1,949	350	0	-350	-350	0.0 %
	Town Hall Maintenance :- Expenditure	15,178	8,336	43,000	34,664	0	34,664
1004	Room Hire Damages	56	0	0	0		0.0 %
	Town Hall Maintenance :- Income	56	0	0	0		
	Net Expenditure over Income	15,122	8,336	43,000	34,664		
203	<u>Town Hall Wages</u>						
4001	Wages	21,145	25,259	0	-25,259	-25,259	0.0 %
4006	ER's NI - Wages	612	325	0	-325	-325	0.0 %
4011	ER's Pension Conts - Wages	2,322	3,808	0	-3,808	-3,808	0.0 %
4111	Professional Fees	0	56	0	-56	-56	0.0 %
	Town Hall Wages :- Expenditure	24,079	29,448	0	-29,448	0	-29,448
	Net Expenditure over Income	24,079	29,448	0	-29,448		
210	<u>Town Hall Income</u>						
1000	Room Hire	21,649	28,956	0	28,956		0.0 %
1001	Bar Revenue Income	467	307	0	307		0.0 %
	Town Hall Income :- Income	22,116	29,263	0	29,263		
	Net Expenditure over Income	-22,116	-29,263	0	29,263		
	Town Hall Management Committee :- Expenditure	59,717	57,880	43,000	-14,880	0	-14,880
	Income	22,172	29,263	0	29,263		0.0 %
	Net Expenditure over Income	37,546	28,617	43,000	14,383		