

ELLESMERE TOWN COUNCIL

Minutes of the Town Council Meeting held in Ellesmere Town Hall on Monday 6th June, 2016.

<u>PRESENT:</u>	Town Mayor:	Cllr Ian Ward
	Deputy Mayor:	Cllr S Thornton
	Councillors:	Cllrs Mrs J Williams, J Clayton, K Chenery. Cllrs P Goulbourne, G Elner, J Frost.
	Clerk and RFO:	Mandy Evans
	Assistant Clerk:	Jo Butterworth
	Unitary Councillor:	0
	Members of the Public:	6
	Press:	1
	Police:	0
	Guests:	0

Public Question Time.

1. Mr B Howells, resident commented on item 7 if it would be possible that the minutes be available for members of the public to see at the meeting.
 2. Mr J Shone, Friends of Ellesmere Library asked for the support from Ellesmere Town Council to oppose against reducing the number of library opening hours as Shropshire Council did commit to keep 20.5 hour per week in Ellesmere and would like to know if there would be any financial help available. Lastly he would like to know why Shropshire Council have moved "guardian tenants" into Fullwood House plus there is a staff vacancy in the library which has not been filled.
- 42/16 To receive apologies and reason for absence. Shropshire Cllr Mrs A Hartley, Cllrs Mrs L Davies and Cllr R Hartley – away. RESOLVED: that the apologies and reason for absence were approved.
- 43/16 Disclosure of Personal and Prejudicial Interest. To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. RESOLVED: to note none received.
- 44/16 Grant Dispensations. In pursuance of the Localism Act 2011, s31 (4) to report on any dispensations requested/granted. RESOLVED: to note none received.
- 45/16 Public Participation Session.
1. Item to be placed on agenda for July, 2016 for discussion.
2. Matter to be discussed under item 12.
- 46/16 Police Matters. PC P Crump forwarded the following report for the Month of May; there has been 7 Crimes recorded to the Police, split as follows:

3 x assaults (2 domestic related, and one involving 2 youths – not serious injury).
2 x criminal damage (vehicle and town toilets), 1 x theft (wheelbarrow) and 1 x
burglary non dwelling (from a building site).

Of the 7, Police currently have active ongoing enquiries in 5 of those.

Ellesmere Triathlon was well attended, with no Police related incidents. The
committee have had a lot of positive comments/feedback, which is good news.

RESOLVED: to note.

47/16 Shropshire Council Report. RESOLVED: to note no report.

48/16 Minutes. To read and confirm the minutes of the Annual Town Council Meeting
held on Wednesday, 4th May, 2016. (Attached). . RESOLVED: proposed by Cllr J
Frost, seconded by Cllr Mrs J Williams, all Members who were in attendance
agreed that the minutes were approved, confirmed and signed as a true copy.

49/16 Civic Amenities Committee Meeting. To read and confirm the minutes of the
meeting held on: Monday 16th May, 2016. Cllr J Clayton gave her apologies. With
this amendment it was: RESOLVED: proposed by Cllr S Thornton, seconded by
Cllr G Elner, all Members who were in attendance agreed that the minutes were
approved, confirmed and signed as a true copy.

**Minutes of the Civic Amenities Committee Meeting, Ellesmere Town
Council held on Monday, 16th May, 2016 at 10.30am at Ellesmere Town
Hall.**

PRESENT:

Chair: Cllr I Ward

Cllrs G Elner and S Thornton

Mandy Evans, Town Clerk

Jo Butterworth, Assistant Clerk.

To receive apologies and reason for absence. Cllrs Mrs K Chenery – work
commitments. Cllr Mrs L Davies – away. RESOLVED: to note that the apologies
and reasons were accepted.

Disclosure of Personal and Prejudicial Interest. To receive declarations under
consideration on this agenda in accordance with the Localism Act 2011 s32 and
The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012.
RESOLVED: to note none received.

Grant Dispersations. RESOLVED: to note none received.

Street Trading Consents and Prohibited Street List, Shropshire Council. The
Committee answered the 4 questions on the response form and added Canal
Way, New Wharf Road, Swan Hill, Oswestry Road, Elson Road, Grange Road as
consent streets within the Town's boundary. RESOLVED: to forward the
response on by the 20th May, 2016.

Policy & Resources Committee Meeting. To read and confirm the minutes of the meeting held on: Monday 16th May, 2016. To agree proposed changes to the Terms of Reference. Cllr J Clayton gave her apologies. RESOLVED: to amend Terms of Reference. FURTHER RESOLVED: proposed by Cllr S Thornton, seconded by Cllr G Elner, all Members who were in attendance agreed that the minutes were approved, confirmed and signed as a true copy. FURTHER RESOLVED: to note Cllr J Clayton is not a Member of this Committee.

Minutes of the Policy & Resources Committee Meeting, Ellesmere Town Council held on Monday, 16th May, 2016 at 11.00am at Ellesmere Town Hall.

PRESENT: Cllrs S Thornton, I Ward and G Elner.

Mandy Evans, Town Clerk
Jo Butterworth, Assistant Clerk

To elect a Chairman for 2016/2017. Cllr I Ward proposed Cllr S Thornton which as seconded by Cllr G Elner. RESOLVED: that Cllr S Thornton be elected as Chair for 2016/17.

To elect a Vice Chairman for 2016/2017. Cllr S Thornton proposed Cllr I Ward which as seconded by Cllr G Elner. RESOLVED: that Cllr I Ward be elected as Vice Chair for 2016/17.

To receive apologies and reason for absence. Cllr Mrs K Chenery and Cllr R Hartley- work commitments. RESOLVED: to note the apologies and reasons for absence were approved.

Disclosure of Personal and Prejudicial Interest. To receive declarations under consideration on this agenda in accordance with the Localism Act 2011 s32 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012. RESOLVED: to note none received.

Grant Dispensations. RESOLVED: to note none received.

Insurance Policy. Quotations received for consideration. (Renewal date: 1st June, 2016). Quotations were read to Members and it was agreed to accept a 3 year agreement with Zurich for £2,688.10 due to it being customized and tailored for the Town Council as well as value of cover. RESOLVED: to contact Zurich and accept their Insurance Policy from the 1st June, 2016.

Review Terms of Reference. Members agreed to propose the following changes to full Town Council on Monday, 6th June, 2016.

Chair and Vice Chair are appointed at the first meeting.

Composition of Committee:

Mayor (Chair or Vice Chair)

Deputy Mayor (Chair or Vice Chair)

Chair of Civic Amenities

Chair of Staffing & Governance

Chair of Planning, Economic, Development & Land

Plus as necessary a total of 7 Members.

RESOLVED: to table proposed changes at the meeting on the 7th June, 2016.

51/16 Annual Town Speech – Annual Town Meeting - Wednesday, 4th May, 2016. Town Mayor, Cllr I Ward would like to make the following amendment to his Annual Town Speech; Alan Clarke was not the only serving Mayor to visit Diksmuide, the first was Cllr Ron Roberts in 1979 when he signed the Official Charter that twinned the 2 towns. Following that Cllrs Bert Skepp and John Reeves also visited Diksmuide in their official capacity as Mayor. RESOLVED: to note.

52/16 Casual Vacancies. 3 Letters have been received at the time of sending the agenda. (Closing date: Friday, 27th May, 2016). (Attached). Letters received attached and numbered in receipt order, which will be the order voting will be made). Each Councillor will have 2 votes and voting will be by a show of hands.

The Deputy Mayor, Cllr S Thornton abstained from voting as one of the applicants is a personal friend but supports all 3 and that they all would be an asset to the Town Council. RESOLVED: to note.

Applicant 1 Councillors: G Elner, J Clayton, J Williams.

Applicant 2 Councillors: J Williams, P Goulbourne, K Chenery, J Frost, G Elner.

Applicant 3 Councillors: K Chenery, J Frost, P Goulbourne.

The Town Mayor, Cllr I Ward with the casting vote between applicant 1 and 3 voted for applicant 1.

Therefore it was: RESOLVED: to write to the successful applicants to invite them to their first meeting on the 4th July, 2016 and to complete their Declaration of Office and Disclosable Pecuniary Interest Forms.

53/16 Consultation - Reduction to Shropshire Libraries Opening Hours, Shropshire Council. The Clerk read the update received from Sue Thomas, Community Enablement Officer, Shropshire Council. (Appendix L). The Deputy Mayor, Cllr S Thornton proposed strong representation from the Town Council opposing to the reduction of opening hours due to previous commitments given by Shropshire Council and remarked that there was nothing sinister in putting Guardian Tenants in a property. The Town Mayor, Cllr I Ward felt positive with regards to the interested party moving the library into the Mere's Day Centre and support from the Town Council needs to be tabled and felt positive with moving this forward. It was: RESOLVED: to move forward with more discussions with the potential provider. FURTHER RESOLVED: that Members agreed unanimously to object to the reduction of library hours.

54/16 Meetings attended during the month.
a) Local Bus Service Re-tendering – Service EL0208. A meeting took place with Tony Harrison, Shropshire Council on the 17th May, 2016 and confirmation was received that the request for additional areas would be included under the new tender documents. RESOLVED: to await further information.

55/16

Meeting of the Mere Task and Finish Group and Shropshire Council – Thursday, 30th June, 2016, Ellesmere Town Hall (10.00am). RESOLVED: to note.

56/16

Correspondence.

(a) Items for consideration (information items will be circulated at the meeting).

Shropshire Tourism Brochure. Members considered this advertising cost for 2016 as events and contacts are not the Town Council but the Chamber of Commerce who are taking over tourism for the town. The Deputy Mayor, Cllr S Thornton replied that if the Chamber are better placed to take this over and to use business money and not resident money they should be approached. Funding could be applied through the Grant Awarding process to part fund this cost. RESOLVED: to write to the Chamber of Commerce.

Christmas Window Competition. The Assistant Clerk reported that she has been looking into this due to the Town Council agreeing to design and award a sticker to each window winner and found that this competition is usually judged by the Chamber of Commerce/Trade in neighbouring towns. It was agreed by all Members that: RESOLVED: to contact Chamber of Commerce to ask if they would be interested in taking this competition on for 2016. FURTHER RESOLVED: that the cost of stickers would be met by the Town Council.

Centenary Fields – Commemorating World War I 2014-2018. Invitation from The Royal British Legion and Fields in Trust to Town/Parish Councils who could nominate recreational space to be dedicated as a Centenary Field to commemorate the 100th Anniversary of the Battle of Somme this July. RESOLVED: to note.

(b) Other Correspondence received after the Agenda being sent out.

Armed Forces Day – 25th June, 2016 (9.50am). Raising of the flag in support of the Armed Forces Day and the affiliation of the Ellesmere Detachment ACF to the Royal British Legion followed by refreshments in the Town Hall. RESOLVED: to note.

Community Speed Watch. The Clerk contacted the Safer Roads Team and has received some more information regarding this scheme. There needs to be a minimum of 6 volunteers to cover holidays/sickness. There has to be 3 roadside volunteers, one to operate the RADAR unit, one to record vehicle details and one to be “safety lookout”. The first step is the Police will contact the Traffic Management Advisor for Shropshire regarding undertaking a speed data from the roads where the concerns are but if they find the vehicle speeds are too high it may well be that enforcement would be a better option. RESOLVED: to await further information.

The British Horse Society- Shropshire Committee. “Have you lost your way? Thursday 16th June, 2016 at 7.30pm. Berriewood Farm, Condover SY5 7NN. Circulated to Members. RESOLVED: to note.

Summer Lunch Invitation. Hosted by the Mayor of Shrewsbury. Sunday 14th August, 2016 (12.30 for 1.00pm). Members’ Marquee, The Quarry, Shrewsbury SY1 1RW. Circulated to all Members. RESOLVED: to note.

Police & Crime Commissioner Consultation. Initial consultation from John Campion who has started work on his new Safer West Mercia Plan which will

run until 17th June, 2016. <http://www.surveygizmo.com/s3/2787873/Have-your-say-on-policing-priorities> RESOLVED: to note.

The Changing Role of Local Authorities in Educational Services, Inside Government. Wednesday, 22nd June, 2016 at the Radisson Blu Edwardian Hotel, Manchester M2 5GP. Circulated to Members. RESOLVED: to note.

Community Led Housing Project – Ellesmere - A Fairer Society. Email received from A Fairer Society who have just taken over an option agreement to purchase land which is the Old Railway Station on Brownlow Road, SY12 0BA who intend to build it out over the course of the next 6 months. Their intention is to market a scheme as Community Led Housing and would like to invite future owners and residents of the new community to a series of workshops and events so they can make the decisions on design, property, internal layouts and how the listed building could be used as a central community centre/workshop/crèche etc. Members agreed the following: RESOLVED: that the Clerk respond that the Town Council are happy to have conversations with the Company but they need to be made aware of the reasons why the Town Council opposed to previous planning applications on this area.

Invitation to Clerks and Chair from Clive Wright, Shropshire Council. Tuesday 14th June, 2016 12 noon – 2pm. University Centre, Shrewsbury Guildhall. RESOLVED: that the Deputy Mayor, Cllr S Thornton will attend in the absence of the Mayor, Cllr I Ward together with the Clerk.

SP Energy Networks. An informal event has been arranged on Tuesday, 28th June, 2016 (6.00 – 8.30pm) Ellesmere Town Hall to discuss developing investment plans for North Shropshire. 2 representatives from Town Council by 15th June, 2016. RESOLVED: to note.

57/16

Planning:

(a) Planning Applications for consideration:

16/02023/TCA – Cremorne Gardens, The Mere, Ellesmere. To fell 1 Cherry Tree and 1 Ash Tree within Ellesmere Conservation Area. Cllr J Frost highlighted to Members that following a meeting of the Mere Advisory Board a while ago when they agreed to fell a tree on the boundary wall of Cremorne House but would not be happy for any other trees to be felled in this area. It was: RESOLVED: to contact Shaun Burkey, Outdoor Recreation, Shropshire Council and if he was happy and no previous agreement is being breached to continue with the recommendations.

16/02168/FUL – 66 Berwyn View, Ellesmere SY12 0DX. Erection of a two storey side extension following removal of existing single storey structures. RESOLVED: Ellesmere Town Council would like to support this application providing that there are no objections received from the neighbouring properties.

(b) To consider any other planning applications received after the issue of the Agenda. (To be notified at Meeting).

16/02217/FUL – 14 Swan Hill, Ellesmere SY12 0LZ. Erection of single storey kitchen extension and associated internal alterations. RESOLVED: Ellesmere Town Council would like to support this application providing that there are no objections received from the neighbouring properties.

58/16

Town Council Benches. The Town Council agreed to undertake necessary maintenance work to the benches in their ownership throughout the town.

RESOLVED: that the Clerks seek quotations and to delegate the decision to Civic Amenities Committee.

59/16

Additional Name Request – War Memorial, St. Mary’s Churchyard. Advertising the additional name has been completed with no further names put forward. Members agreed: RESOLVED: to look if it would be possible to add the name on an existing plaque. FURTHER RESOLVED: that the Clerk will notify the Conservation Dept. Shropshire Council and the War Graves Commission.

60/16

Annual Return for the year ended 31st March, 2016 – Ellesmere Town Council.

- (a) Copy of Section 1. (Tabled). RESOLVED: to note section 2 tabled and not section 1 due to changes made on the Annual Return for 2016. FURTHER RESOLVED: Members agreed that the Annual Return was approved and that it be signed off by the Town Mayor and Clerk.
- (b) To note that the Internal Audit was completed on Friday, 20th May, 2016 and Section 4 – Annual internal audit report completed by the Internal Auditor. RESOLVED: to note.
- (c) Section 2 Annual Governance Statements. Questions 1 – 9 were read and answered by all members. RESOLVED: to note section 1 and not section 2 was answered, all questions were read and answered. FURTHER RESOLVED: Members approved Section 1 and agreed that it be signed by the Mayor and Clerk.
- (d) The Mayor and Clerk sign and date the Annual Return and Supporting Statement which is now ready for submission with the relevant papers to Mazar’s (External Auditor). RESOLVED: that the Annual Return was approved by Members and will be signed by the Town Mayor and Clerk and all documents will be forwarded onto Mazars before 6th July, 2016.
- (e) Balance sheet as at 31st March, 2016 to be signed by the Town Mayor and Clerk. RESOLVED: to so do.
- (f) The date for informing the electorate of the 30 working day period during which the electors rights may be exercised commences on the 1st July, 2016 and ends of the 11th August, 2016. The date appointed by the Council for the exercise of electors’ rights has been set as 12th August, 2016. RESOLVED: to note.
- (g) To table a copy of a Three Year Forecast for all members. Appendix A. RESOLVED: to note.
- (h) To table a copy of the Cost of Running Local Services for members to see. Appendix B. RESOLVED: to note.
- (i) To confirm the following Earmarked Reserves from the General Reserve Account for the forthcoming year: Town Hall Roof/New Entrance Foyer - £40,000.00. Main Hall Ventilation/sound proofing/heating/water system - £25,000.00. Main Hall Floor Re-vanishing - £3,000.00. Ring fence £1,375.00 income from the Cottage, Mereside towards any maintenance costs. Ring fence £750.00 received from CCTV Bid towards the maintenance costs. RESOLVED: to note no changes were made.


61/16

Payments for April, 2016 to be approved and confirmed. Proposed by Cllr S Thornton, seconded by Cllr J Frost and approved by all Members: RESOLVED: to accept and sign April, 2016 payments.

62/16

Date of next meeting – Monday, 4th July, 2016. RESOLVED: to note. FURTHER RESOLVED: Cllr Mrs J Williams gave her apologies for absence.

- 63/16 Exclusion of Press and Public. Proposed by Cllr S Thornton, seconded by Cllr P Goulbourne with all Members in favour that it was: RESOLVED: "That by the Public Bodies (Admission to Meetings) Act 1960 and under Section 100 (A) of the Local Government Act 1992, the public and press be excluded for the remainder of the meeting for the following items 23, 24 & 25 and of business on the grounds they involve the likely disclosure of exempt information as defined in the Acts". Exempt Minutes will be kept.
- 64/16 To approve and confirm the exempt minutes from the meetings held on: Wednesday 4th May, 2016. RESOLVED: that the exempt minutes were approved, confirmed and signed.
- 65/16 Town Hall Projects. RESOLVED: updated report tabled.
(a) Town Council request to rescind previous resolution by Special Motion.
RESOLVED: approved.
- 66/16 Shropshire Council & Ellesmere Town Council Asset meeting. RESOLVED: update received.

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4th July 2016

Appendix L

Ellesmere Library update, 6 June 2016

Meres Community Hub, procurement of a new provider

Following the formal tender process Shropshire Council is in discussions with one potential provider who initially expressed an interest in running the Meres Community Centre. The potential provider has recently visited the library and day centre and are planning to submit a tender document by Friday 10th June. Subject to the tender being acceptable it is hoped that a preferred provider will be confirmed at Cabinet on the 13th July 2016.

The potential provider is keen to meet with the Friends of Ellesmere Library and a meeting is being arranged for after the 10th June.

The investment available to make internal alternations and to create a new pathway outside is still available. Subject to a new provider being approved we would hope to start the alterations this summer with a view to the library relocating before Christmas.

The Council's mid-term financial plan and library savings

Since the original tender was advertised Shropshire Council has approved a Mid Term Financial Plan; this confirms library savings in 2016/17 and the potential risk of all smaller local libraries closing from April 2017 should alternative funding and management arrangements not be found.

Consultation on Opening Hours

The proposed reduction in the opening hours of 12 libraries are part of a wider review of library services across the County and the need to make over £500,000 of financial savings in 2016/17. The proposals have been informed by an analysis of visitor numbers in each library in order to identify the quietest periods.

Specifically it is proposed to limit library opening times as follows

- Evenings – No libraries will open after 5pm except for some limited early evening access at Oswestry and Shrewsbury, the two largest libraries
- Early mornings – No libraries will open before 9.30am
- Saturday afternoons – With the exception of Shrewsbury, no libraries will open after 1pm on a Saturday afternoon
- Sundays – No libraries will open on a Sunday; this only affects Shrewsbury

The above proposed opening hours would result in a reduction of 3 hours at Ellesmere Library.

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Manual visitor counts for the periods proposed for reduction show below average 'visits per hour' during those times. Across all opening times the average 'visits per hour' is 22. The evenings and Saturday afternoons are below that average.

Subject to a new provider being confirmed the opening hours for the library could be negotiated with the possibility of increased opening hours if innovative staffing solutions can be found.


Tenants at Fullwood House

Shropshire Council has been approached by several companies who put temporary residents into empty buildings for security and rate savings reasons. They are known as 'guardian' firms. As a result Shropshire Council has commissioned a 'guardian' firm to put in temporary occupiers, people who need a short term base, builders, people on short local contracts etc. into several of our buildings, Fullwood House being one of them. There is no rent payable to Shropshire Council, a small fee is paid to the 'guardian' firm. The agreement is subject to one month's notice.

We have not incurred any costs in implementing this scheme and we maintain that for 'normal' occupation significant expenditure would be required which would not be cost effective.

The future of Fullwood House

No decision has been taken with regard the future of Fullwood House, whilst it is still an operational Council property. In the event that the property is declared surplus to Council requirements, the future use will be considered in the context of the Council's Asset Management Strategy. This will include the possibility of disposing of the property. If a disposal is determined as the best option of the Council, the capital receipt generated from the disposal will be used to finance the Council's countywide capital programme. The Council does not ring-fence capital receipts to the previous occupying service or the geographical area in which the asset is located. Instead they are used to support the overall capital programme, which is allocated on an appraisal basis based on the priorities of the Council


412 July 2016

Town Council Current A/c

Payments made between 01/04/2016 and 30/04/2016

Nominal Ledger Analysis

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
01/04/2016	British Telecom	DDR	105.79		17.63	4105	101	88.16	2 Clerks Phones & 1 Broadband
12/04/2016	All Together Ellesmere	6959	60.00			4404	103	60.00	Mkt Hall Cleaning - March
12/04/2016	Shropshire Council	6960	2,057.00			4333	103	2,057.00	Business Rates - Cross St WC
12/04/2016	E.on Energy Solutions Ltd	6961	790.86		131.81	4301	103	659.05	Maintenance Contract 2016/17
12/04/2016	Staples	6962	33.04		5.51	4101	101	27.53	Stationery
12/04/2016	NABMA	6963	381.60		63.60	4108	101	318.00	2016/2017 Subscription
12/04/2016	Waterclean Services	6964	1,408.00			4601	201	964.00	Water Chlorination
						4601	103	444.00	Water Chlorination
12/04/2016	Central Fire Control	6965	210.00		35.00	4020	101	175.00	Staff Fire Training
12/04/2016	Siemens Financial Services	6966	158.40		26.40	4100	101	132.00	Printer Purchase
12/04/2016	B Lewis	6967	900.00			4312	103	900.00	Gardening Contract April
12/04/2016	British Telecom	6968	72.00		12.00	4105	101	60.00	Broad Band - TH
12/04/2016	J C Dyke	6969	10.90		1.82	4603	202	9.08	Valves - TH
12/04/2016	PG Skips Ltd	6970	80.76		13.46	4404	103	67.30	Skip Hire Mkt Hall
12/04/2016	PG Skips Ltd	6971	92.76		15.46	4604	202	77.30	Skip Hire - TH
12/04/2016	Border Janitorial Supplies	6972	216.78		36.13	4600	202	180.65	Cleaning Materials
12/04/2016	HM Revenue & Customs	6973	818.41			4006	203	16.88	Tax & NI Month 12 2015/2016
						4005	101	219.12	Tax & NI Month 12 2015/2016
						4001	203	28.07	Tax & NI Month 12 2015/2016
						4000	101	554.34	Tax & NI Month 12 2015/2016
12/04/2016	AJP Groundworks	6974	175.00			4603	202	175.00	Repairs to the Town Hall Ramp
13/04/2016	Shropshire Council Pensions	6975	1,011.07			4011	203	235.99	Pensions Month 12
						4010	101	447.90	Pensions Month 12
						4001	203	103.84	Pensions Month 12
						4000	101	223.34	Pensions Month 12
13/04/2016	Shropshire Council Pensions	6976	500.00			4011	203	500.00	Deficit Sum for 2016/2017
13/04/2016	K A Lee Joinery	6977	110.00			4603	202	110.00	Roof Repairs - TH
15/04/2016	Ellesmere Rotary Regatta	6978	250.00			4553	107	250.00	2016/2017 Grant
15/04/2016	Ellesmere Carnival Committee	6979	250.00			4554	107	250.00	2016/2017 Grant
15/04/2016	Ellesmere Festival Committee	6980	250.00			4551	107	250.00	2016/2017 Grant
15/04/2016	Shropshire Council	6981	250.00			4555	107	250.00	2016/2017 Triathlo Grant
15/04/2016	Shropshire Council	DDR	923.50			4130	201	923.50	Business Rates- TI
18/04/2016	Peninsula Business Services Lt	DDR	208.80		34.80	4111	101	174.00	H&S / Employment Law Contract
19/04/2016	K & S Roofing (Whitchurch)LTD	6982	231.28		38.55	4603	202	192.73	Roof Repairs - TH
19/04/2016	Npower	DDR	1,947.67		324.61	4132	201	1,623.06	Gas - TH
22/04/2016	Shrops Assoc of Local Councils	6983	1,268.76			4109	101	1,268.76	2016/2017 Affiliation Fees
22/04/2016	HM Revenue & Customs	6984	1,040.01			4005	101	323.52	Tax & NI Month 1
Sub Total Carried Forward			15,812.39	0.00	756.78			14,339.12	

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6/6/2016

Town Council Current A/c

Payments made between 01/04/2016 and 30/04/2016

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ VAT	Nominal Ledger Analysis			
						A/c	Centre	£ Amount	Transaction Details
						4001	203	104.40	Tax & NI Month 1
						4000	101	612.09	Tax & NI Month 1
26/04/2016	Mrs Mandy Evans - Clerk	FASTERPA	1,697.06			4000	101	1,697.06	Salary Month 1
26/04/2016	Miss Joanne Butterworth	FASTERPA	1,156.80			4000	101	1,156.80	Salary Month 1
26/04/2016	Mrs Melanie Connor	TRANSFER	294.50			4001	203	294.50	Wages Month 1
26/04/2016	Miss N Roberts	TRANSFER	252.43			4001	203	252.43	Wages Month 1
26/04/2016	Mr Des Harvey	TRANSFER	524.05			4001	203	524.05	Wages Month 1
26/04/2016	Mr Clive Parry	TRANSFER	418.55			4001	203	418.55	Wages Month 1
28/04/2016	TSB Bank	PAYMENT	20.10			4115	101	20.10	Service Charges
29/04/2016	Peninsula Business Services Lt	DDR	208.80		34.80	4111	101	174.00	H & S/Employment Law Contract
Total Payments :			20,384.68	0.00	791.58			19,593.10	

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6/6/2016

31.3.2016

Appendix B

Cost of Running Local Services - Ellesmere Town Council

<u>Year Ended</u>		<u>Year Ended</u>
<u>31.3.15</u>		<u>31.3.16</u>
8,958.00	CCTV	321.00
13,870.00	Town Council Admin	12,830.00
1,129.00	Civic Expenses	3,239.00
20,864.00	Community Services	19,300.00
4,863.00	Christmas Lighting	7,319.30
12,620.72	Public Conveniences	11,130.00
3,790.00	Street Lighting Maintenance	1,253.00
3,322.00	Street Lighting Energy	3,405.00
2,157.00	Recreation	2,305.00
7,450.00	Partnership Funding	1,200.00
14,220.00	Joint Burial Subsidy	14,220.00
2,076.00	Publicity & Promotions	2,278.00
3,747.00	Events & Grants	525.00
0.00	Market Town Project	0.00
7,141.00	Loan repayments	8,670.00
20,664.00	Town Hall Administration)	21,647.00
7,036.00	Town Hall Maintenance)	9,289.00
63,475.00	Town Council Wages	73,052.00
<u>197,382.72</u>		<u>191,983.30</u>
	<u>INCOME</u>	
115.00	Interest	193.00
1,919.00	Burial Loan	1,875.00
0.00	Ellesmere Rural Parish Council	0.00
400.00	Leases/Rents	482.00
16,738.00	Room Hire	18,045.00
1715.30	Town Council Income	3,221.00
113.00	Bar Revenue Income	231.00

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2,824.70
23,825.00

Cross Street Toilets

3,038.00
27,085.00

Neighbourhood Fund

886.00

173798.00
19394.00
193192.00

Precept
Council Tax Support Grant

185,921.00
0
185,921.00

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Appendix A
Three Year Forecast - Ellesmere Town Council

<u>Expenditure</u>	<u>2014/15 Actual</u>	<u>2015/16 Budget (Estimate)</u>	<u>2015/16 Actual</u>	<u>2016/17 Estimate</u>
101 Town Council Admin	11,970.00	12,720.00	12,830.00	15,976.00
102 Civic Expenses	1,129.00	850.00	3,239.00	870.00
103 Community Services	20,864.00	22,122.00	19,300.00	28,836.00
103 Christmas Lighting	4,863.00	4,500.00	7,319.00	6,510.00
CCTV	8,958.00	4,186.00	321.00	200.00
103 Public Conveniences	12,620.72	10,000.00	11,130.00	10,000.00
103 Street Lighting Maintenance	3,790.00	3,100.00	1,253.00	2,000.00
103 Street Lighting Energy	3,322.00	3,092.00	3,405.00	3,400.00
104 Recreation	2,157.00	2,200.00	2,305.00	2,200.00
105 Partnership Funding	7,450.00	6,200.00	1,200.00	1,000.00
105 Joint Burial Subsidy	14,220.00	14,220.00	14,220.00	14,220.00
106 Publicity & Promotions	2,076.00	1,845.00	2,278.00	1,500.00
107 Events & Grants	3,747.00	1,180.00	525.00	1,000.00
108 Market Town Project	0.00		0.00	0.00
150 Loan repayments	7,141.00	6,795.00	8,670.00	8,280.00
201 Town Hall Administration)	22,564.00	31,500.00	21,647.00	
202 Town Hall Maintenance)	7,036.00		9,289.00	42,000.00
101 Town Council Wages	63,475.00	61,411.00	73,052.00	54,500.00
<u>Total</u>	<u>197,382.72</u>	<u>185,921.00</u>	<u>191,983.00</u>	<u>192,492.00</u>
<u>Income other than precept</u>				
101 Interest	115.00	50.00	193.00	190.00
101 Burial Loan	1,919.00	1,874.93	1,875.00	1,831.00
101 Ellesmere Rural Parish Council	0.00	0.00	0.00	0.00
210 Room Hire	16,738.00	16,500.00	18,045.00	20,000.00
210 Bar Revenue	113.00	480.00	231.00	250.00
104 Leases/Rents	400.00	407.00	482.00	480.00
101 Town Council Income	1,715.30	1,700.00	3,221.00	2,500.00

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101	Cross Street Toilets	2,824.70	2,800.00	3,038.00	3,000.00
<u>Total</u>		<u>23,825.00</u>	<u>23,811.93</u>	<u>27,085.00</u>	<u>28,251.00</u>
	Neighbourhood Fund			<u>886.00</u>	<u>1,329.43</u>
'receipt/Grant					
	Precept	173,798.00	185,921.00	185,921.00	192,492.00
	Council Tax Support Grant	19,394.00	0.00	0.00	0.00
<u>Total</u>		<u>193,192.00</u>	<u>185,921.00</u>	<u>185,921.00</u>	<u>192,492.00</u>

Summary

During the late Autumn and early Winter the Town Council meet to discuss the budget for the next financial year. They decide what services to provide and to what extent (and in turn what cost) to the residents of Ellesmere. The sum required (by Ellesmere Town Council) is notified to Shropshire Council who collect the amount from residents as part of the overall council tax and in turn pass it on to the Town Council in 1 instalment.

The Town Council can only undertake activities that it has a legal power to do so. For example: we can run the public toilets but we cannot make repairs to the highway or employ traffic wardens.

Changes were made to a Central Government council tax subsidy in November, 2012 - Council Tax Support Grant received from Shropshire Council 2013/14 and 2014/15. As from 2015/16 this payment will cease being handed down to Town/Parish Councils.

Council Tax Band D Base – Ellesmere Town Council

2011/12 - £124.13
2012/13 - £141.88
2013/14 - £141.88
2014/15 - £141.88
2015/16 - £141.88
2016/17 - £143.31

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