

## ELLESMERE TOWN COUNCIL

Minutes of the Town Council Meeting held in Ellesmere Town Hall on Monday, 3<sup>rd</sup> October, 2016  
at 7.15pm.

<u>PRESENT:</u>	Town Mayor (Chair):	Cllr I Ward
	Deputy Mayor:	Cllr S Thornton
	Councillors:	Cllrs Mrs J Clayton, M Lagoyianni, Cllrs P Goulbourne, R Hartley, C Wright, G Elner and J Frost.
	Clerk and RFO:	Mandy Evans
	Assistant Clerk:	Jo Butterworth
	Temporary Assistant Clerk – Maternity Cover:	Phil Smith
	Unitary Councillor:	1
	Members of the Public:	44
	Press:	1
	Police:	0
	Guests:	0

### Public Question Time.

1. Oswestry Town Council Mayor asked for support from Ellesmere Town Council to write a letter to both the Shropshire and Telford & Wrekin CCG's asking them to keep the County's primary A&E Dept. at the Royal Shrewsbury Hospital and for Oswestry to have its own Urgent Care Centre. A copy of a petition Cllr Milner started which now has 4000 signatures and is still growing will be passed onto the Clerk.
2. Mr Adrian Stokes asked for an update regarding the impending road closure on Watergate Street for gas mains work.

### The following questions relate to the Plantation Woods, Ellesmere.

3. Guy Chambers, resident, informed the Town Council that the 2 access gates have been locked by the Grosvenor Estate since the lease with the Shropshire Wildlife Trust has ceased. This area is widely used by the local and wider community for walking and canal access and would like to know the Grosvenor Estates intention for the future of this land.
4. Kirsty Brown, Meres & Mosses. Reported that following Shropshire Wildlife Trust contacting Grosvenor Estate back in 2012 regarding the completion of tree surveys and big issues and concerns regarding liability. No response has been received from the Grosvenor Estate, therefore, Shropshire Wildlife Trust had no other option but to terminate the lease.
5. Alex Grant, Shropshire Wildlife Trust, suggested discussions with interested parties and to consider the Woodland Trust.

6. Miriam Garland reiterated the area is not just used by locals and is an important link between the Mere and Canal.

The Town Mayor, Cllr I Ward extended the time of Public Question Time to allow more members of the public to speak.

7. Edward Bevan, Shropshire Wildlife Trust, stated that the Trust is not throwing in the towel. The lease conditions started as a formal agreement but has since become a thorn in Grosvenor Estate's side.

8. Carol Evans, resident, recently wrote to the Grosvenor Estate and has since received a reply that they want to sell or hand the land over.

121/16 To receive apologies and reason for absence. Cllrs Mrs L Davies and J Williams – away. Cllr Mrs K Chenery – personal reasons. RESOLVED: that the apologies and reasons for absence were approved.

122/16 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. The Deputy Mayor, Cllr S Thornton, declared an interest before item 12 (b) Ellesmere Patients Group as he is a Member. RESOLVED: to note.

123/16 Grant Dispensations. In pursuance of the Localism Act 2011, s31 (4) to report on any dispensations requested/granted. None received.

124/16 Temporary Assistant Clerk to cover Maternity Leave. Mr Phil Smith was welcomed on his first day and meeting. RESOLVED: to note.

125/16 Public Participation Session. Proposed by Cllr G Elner, seconded by Cllr I Ward and with Members in agreement to discuss items 12(a) Cllr P Milner, Oswestry Town Council/Resident letter, Impending closure of the Public Paths through Plantation Woods, Ellesmere under this item as they had been raised during Public Question Time.

1. Cllr P Milner, Oswestry Town Council Mayor. Letter asking if the Town Council would consider writing a letter to the Shropshire and Telford & Wrekin CCG's requesting that they keep the County's primary A&E Dept. at the Royal Shrewsbury Hospital and for Oswestry to have their own Urgent Care Centre. RESOLVED: Members agreed unanimously to write a letter of support.

2. Road Closure Watergate Street – 10<sup>th</sup> October, 2016 for 3 weeks. The Town Mayor, Cllr I Ward, has raised concerns regarding this road closure on how it will be signed with added concern on traffic movement on the narrow streets in the town. The Deputy Mayor, Cllr S Thornton said more thought is needed to get this right, but the Town Mayor will continue to press Highways. RESOLVED: to note.

3 – 8. Resident letter – Impending Closure of the Public Paths and Access through Plantation Woods, Ellesmere. Following Shropshire Wildlife Trust surrendering their lease of this public woodland and access route from the 29<sup>th</sup> September, 2016 residents would like the Town Council to help ensure that the walking route remains open for public use and is not taken by the Landlord as an excuse to utilise the former allotment part of the woods for housing.

An Email received from Strutt & Parker LLP who are acting on behalf of the Grosvenor Estate who own the woodland has also been received. They would like to know if there is any interest from the local community in acquiring the site?

Many letters and emails from local residents have been received regarding this item which have been forwarded to Members.

The Town Mayor, Cllr I Ward, reported that he has spoken to Grosvenor Estate who are keen to transfer the land to a local organisation. They have closed the footpaths as they do not know the condition of them. As a community there is time to try and organise options to take forward. He suggested a separate public meeting be organised and invite the local residents and groups who may be interested in taking the area over. The Town Council see this as a liability and would not afford financially to take this on but would give their support to a community organisation/trust. The Deputy Mayor, Cllr S Thornton together with Cllr G Elner proposed that the footpath ownership be established and to start to look at a public Right of Way process. Apart from one abstention from Cllr R Hartley Members: RESOLVED: to arrange a Public Meeting. FURTHER RESOLVED: to look at the Right of Way process.

126/16

Police Matters. PC P Crump forwarded the following report for September, 2016: There have been 10 Recorded Crimes for the town, during the Month of September, broken down as follows:

- 2 x Theft (from an Employer, and of a Mobile Phone).
- 2 x Assault (Domestic related, and parties known to each other)
- 1 x Counterfeit Currency (note passed as payment in a shop).
- 1 x Criminal Damage (to phone line)
- 1 x Burglary of a House
- 1 x Harassment incident
- 1 x Malicious communication (letter sent to another party)
- 1 x Sexual Offence

Safer Roads Partnership have advised that they are now in the process of doing a survey in the Town for a new Community Speed Watch Scheme (whereby volunteers can be trained to do speed checks). RESOLVED: to note.

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Shropshire Council Report. Shropshire Cllr Mrs A Hartley expressed her frustration regarding highways issues throughout the town. Areas of concern are:

Scotland St/Victoria St roundabout no markings.

Sign on top of Market Street covered by overgrown foliage.

Give Way signs on Trimpley St.

Shropshire Cllr Mrs A Hartley has invited the Shropshire Council Portfolio Holder, Simon Jones to walk around the town with herself and some Members of the Town Council to address these issues. Members mentioned the following highway issues which have been included in the Road Safety Policy:

Exit markings upon leaving Tesco onto Canal Way plus issues with the traffic light timings.

To have yellow lines on Cambria Avenue and Brownlow Road.

Traffic Orders for the town need reviewing.

Swan Hill speeding concerns.

It was: RESOLVED: to wait confirmation of date/time of the meeting with Shropshire Council representatives.

128/16 Minutes. To read and confirm the minutes of the Town Council Meeting held on Monday, 5<sup>th</sup> September, 2016. (Attached). Proposed by Cllr S Thornton, seconded by Cllr Mrs J Clayton and RESOLVED: that the minutes be approved, confirmed and signed by the Town Mayor as a true copy.

129/16 Staffing & Governance Committee Minutes. To read and confirm the minutes and decisions recommended by S & G Committee of the meeting held on Thursday 15<sup>th</sup> September, 2016. The S & G Committee's function and purpose is to ensure employment legislation is adhered to in relation to staff members; monitor salaries, contracts, job descriptions and terms and conditions of all staff. (Attached). RESOLVED: proposed by Cllr S Thornton, seconded by Cllr P Goulbourne all Members who were in attendance agreed that the minutes be approved, confirmed and signed as a true copy.  
(a) To consider changing the Terms of Reference to include "Decision Making". RESOLVED: that the Terms of Reference of the Staffing and Governance Committee be amended to include Decision Making.

**Minutes of the Staffing & Governance Committee Meeting, Ellesmere Town Council held on Thursday, 15<sup>th</sup> September, 2016, 10.30am - Ellesmere Town Hall.**

PRESENT: Councillors: Vice Chair Cllr S Thornton.  
Cllrs P Goulbourne, J Frost and I Ward.

Town Clerk & RFO: Mandy Evans  
Assistant Clerk: Joanne Butterworth

To receive apologies and reason for absence. Chair Cllr R Hartley – work commitments. RESOLVED: that the apologies and reason 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. In pursuance of the Localism Act 2011, s31 (4) to report on any dispensations requested/granted. RESOLVED: to note none received.

SCP Scale for Temporary Assistant Clerk. Interviews will take place on Tuesday, 20<sup>th</sup> September, 2016. Due to work commitments Cllr R Hartley is unable to be

part of the interview panel, therefore, the panel will be: the Clerk, Cllrs I Ward and S Thornton. The Clerk informed Members that the Assistant Clerk is currently on LC1 NJC (2016/2017) the scales have 3 ranges and Spinal Column Points (SCP) from 15 to 25. Members agreed: RESOLVED: to leave the scale at LC1 and that the decision regarding the SCP to the interview panel upon completion of the interviews.

HR Audit Report – Peninsula. Report was completed by Peninsula on the 13<sup>th</sup> June, 2016. The consultants guidance and additional comments have been actioned (where necessary) by the Clerk. RESOLVED: to note.

Employee Guidelines - Peninsula Employee Contracts.

- (a) Confirm Form and Statement of Terms (New Contracts).
  - (b) Deduction from Pay Agreement.
  - (c) Employee Handbook & Employee Handbook Update Form July, 2016.
- Councillors can access the Employee Handbook via the Clerk.

The Clerk had phoned SALC for advice regarding the new contracts from Peninsula who were very positive as they have had previous experience with Peninsula. The NALC contract template is also out of date with the latest version dating back to 2011. Therefore, it was:

RESOLVED: that the Confirm Form/Statement of Terms/Deduction from Pay Agreement and Employee Handbook and Update Form were approved and confirmed to adopt by all Members present which over rules the old NALC contracts currently in place.

FURTHER RESOLVED: all employees have had chance to look at the documents during their appraisals and have been thoroughly checked by the Clerk and Assistant Clerk, areas where changes had to be made have been amended.

FURTHER RESOLVED: Members unanimously agreed to have all documents signed by employees and Town Mayor, Cllr I Ward where applicable and will be held in their new personnel files held by the Clerk. (Copies will be given to each staff member).

FURTHER RESOLVED: with introducing these new documents the current policies and procedures the Town Council have in place for: Health & Safety, Equality & Diversity, Equal Opportunities, Whistle blowing, Bullying & Harassment, Disciplinary, Grievance will be obsolete as they are now included in the Employee Handbook.

FURTHER RESOLVED: copies of the Employee Handbook are held by the Clerk, Assistant Clerk and copy kept in the Caretakers cupboard.

Salary Increase Scheme. (Attached). On the old NALC contract it included a section for 'Salary Increase Scheme' which is not included in the new Statement of Terms. Members approved to adopt the Salary Increase Scheme as a separate scheme not to include on the Statement of Terms. RESOLVED: to note.

(a) Staff Pay Scales – Clerk/Assistant Clerk/Caretakers. It was: RESOLVED: unanimously that the Clerk and Assistant Clerk pay scale will be reviewed at the

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end of each spinal column point and will be subject to satisfactory performance that they meet the criteria for the next pay increase. FURTHER RESOLVED: Caretakers to be reviewed for 2017/18.

(b) Assistant Clerk Outstanding Holiday Entitlement. It was: RESOLVED: unanimously agreed to leave the outstanding holiday entitlement flexible so the Assistant Clerk could either take remaining days for receive them in her salary.

Staff Appraisals. Appraisals were completed for staff members as follows: Assistant Clerk – 24.08.2016, Clive Parry – 05.09.2016, Desmond Harvey, Melanie Connor, Natalie Roberts – 25.08.2016. Any actions required will be completed by the Clerk. RESOLVED: to note.

Clerks Appraisal. It was: RESOLVED: that a suitable date/time will be arranged by the Clerk. FURTHER RESOLVED: that the Appraisal will be completed by the Town Mayor, Cllr I Ward and Chair of Staffing & Governance, Cllr R Hartley (Vice Chair, Cllr S Thornton is happy to be a reserve).

#### Health & Safety

(a) Employee Safety Handbooks. RESOLVED: each staff member and new employee will receive a copy of the Handbook.

(b) Periodic H & S Checklists – Clerk/Assistant Clerk/Caretakers & Cleaners. RESOLVED: checklists will be completed every 6 months.

(c) Employee H & S Induction Training Record. RESOLVED: new induction file is in place for new employees.

(d) Annual H & S Review. RESOLVED: completed by the Clerk on the 28<sup>th</sup> July, 2016 and any actions required will be completed. FURTHER RESOLVED: that all cleaning products have COSHH Risk Assessments signed by Caretakers and Caretaker Assistants and held on file.

(e) H & S General Policy Statement. RESOLVED: unanimously agreed by Members to adopt the statement which is available to the public on request.

(f) H & S Policy & Procedures. RESOLVED: copies will be held by the Clerk, Assistant Clerk, Caretakers and Caretakers Assistants.

(g) Staff Training – Tool Box Talks on Ladders and Stepladders and Manual Handling. RESOLVED: that the Clerk will arrange a suitable time/date with all staff members.

(h) Staff Training – Fire Alarm/Emergency Lighting and PA Training. Vice Chair, Cllr S Thornton remarked how important it is to train staff members to protect them during their working hours. RESOLVED: that these internal checks was completed on Friday, 9<sup>th</sup> September, 2016 by Caretaker, Des Harvey. (PA Training was with the Clerks and Caretakers only).

Health & Safety File. A new file has been completed and held in the Clerk's office. RESOLVED: that an annual check by the Chair of S & G Committee that the file is in place and updated where necessary.

Highways Sub Committee Minutes. To read and confirm the minutes of the meeting held on Tuesday, 27<sup>th</sup> September, 2016. RESOLVED: proposed by Cllr R Hartley, seconded by Cllr J Frost all Members who were in attendance agreed that the minutes were approved, confirmed and signed as a true copy.

**Minutes of the Highways Sub Committee Meeting, Ellesmere Town Council held on Tuesday, 27<sup>th</sup> September, 2016, 11.00am - Ellesmere Town Hall.**

PRESENT: Councillors: I Ward, G Elner, J Frost, R Hartley

Town Clerk & RFO: Mandy Evans

Assistant Clerk: Joanne Butterworth

To receive apologies and reason for absence. RESOLVED: none received.

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: none received.

Grant Dispensations. In pursuance of the Localism Act 2011, s31 (4) to report on any dispensations requested/granted. RESOLVED: none received.

To elect a Chair for 2016/17. RESOLVED: that Cllr R Hartley be elected as Chair for 2016/17.

To elect a Vice Chair for 2016/17. RESOLVED: that Cllr J Frost be elected as Vice Chair for 2016/17.

Road Safety Policy. To discuss any further issues/concerns to be submitted to Shropshire Council by the 30<sup>th</sup> September, 2016. The following issues/concerns will be forwarded onto Shropshire Council as priorities:

1. Spar bridge roundabout – to redesign the reservations.
2. White markings on Victoria and Scotland St. roundabout needs to be reinstated.
3. Overgrown hedges opposite Scots Garage, Scotland St. /Ellesmere Primary School on Elson Road and Birch Road (past the last house on the right hand side from leaving the town.
4. White lines on the Tesco junction on Canal Way needs repainting.
5. Hole in Cross St. (outside Co-op and Cross st. toilets) which only appeared when the street was resurfaced needs an alternative solution other than re-filling as it does not last for long.
6. Scotland St. needs resurfacing from the Square to Victoria St. junction due to many reinstatements and the Town Council would like to be included in any conversations if this is to be completed in the near future.
7. In the past the Town Council have requested double yellow lines on Cambria Avenue and Brownlow Road. To date no feedback has been

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#### Health & Safety

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(b) Periodic H & S Checklists – Clerk/Assistant Clerk/Caretakers & Cleaners. RESOLVED: checklists will be completed every 6 months.

(c) Employee H & S Induction Training Record. RESOLVED: new induction file is in place for new employees.

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Health & Safety File. A new file has been completed and held in the Clerk's office. RESOLVED: that an annual check by the Chair of S & G Committee that the file is in place and updated where necessary.

130/16

Highways Sub Committee Minutes. To read and confirm the minutes of the meeting held on Tuesday, 27<sup>th</sup> September, 2016. RESOLVED: proposed by Cllr R Hartley, seconded by Cllr J Frost all Members who were in attendance agreed that the minutes were approved, confirmed and signed as a true copy.

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Town Clerk & RFO: Mandy Evans

Assistant Clerk: Joanne Butterworth

To receive apologies and reason for absence. RESOLVED: none received.

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: none received.

Grant Dispensations. In pursuance of the Localism Act 2011, s31 (4) to report on any dispensations requested/granted. RESOLVED: none received.

To elect a Chair for 2016/17. RESOLVED: that Cllr R Hartley be elected as Chair for 2016/17.

To elect a Vice Chair for 2016/17. RESOLVED: that Cllr J Frost be elected as Vice Chair for 2016/17.

Road Safety Policy. To discuss any further issues/concerns to be submitted to Shropshire Council by the 30<sup>th</sup> September, 2016. The following issues/concerns will be forwarded onto Shropshire Council as priorities:

1. Spar bridge roundabout – to redesign the reservations.
2. White markings on Victoria and Scotland St. roundabout needs to be reinstated.
3. Overgrown hedges opposite Scots Garage, Scotland St. /Ellesmere Primary School on Elson Road and Birch Road (past the last house on the right hand side from leaving the town.
4. White lines on the Tesco junction on Canal Way needs repainting.
5. Hole in Cross St. (outside Co-op and Cross st. toilets) which only appeared when the street was resurfaced needs an alternative solution other than re-filling as it does not last for long.
6. Scotland St. needs resurfacing from the Square to Victoria St. junction due to many reinstatements and the Town Council would like to be included in any conversations if this is to be completed in the near future.
7. In the past the Town Council have requested double yellow lines on Cambria Avenue and Brownlow Road. To date no feedback has been

- received and the Council are aware that the volumes of traffic is extremely high especially during school hours.
8. Speeding vehicles over the bridge outside the Primary School, Elson Road and Cambria Avenue.
  9. Issues regarding parking on yellow lines on Victoria St.
  10. In June, 2014 the Town Council reported that the white lines on the access and exit of Talbot St. car park needs to be repainted as there has been a couple of near misses with vehicles – this is still not be completed.
  11. The Town Council have expressed to join the Community Speed Watch initiative because of speeding concerns on all exit/entrance roads in the town. Residents from Elson Road have taken action by emailing the Primary School to ask for their support, contacting local businesses whose HGV's are often seen driving much too fast and lastly contacting the local Policing Team.
  12. The Town Council insist that any planned roadworks, resurfacing works and planned diversions in the town require more conversations and consultations with the Town Council with that better clarity is used on any accompanying maps.
  13. For Highways, Shropshire Council to be more involved with Planning.
  14. To continue to look at traffic calming issues.
  15. A while back discussions took place to reduce the pavement size on the corner of Trimpley Street onto Willow Street and the Town Council would like to know if this is still in the pipeline?
  16. For the Town Council to receive updates of all the issues/concerns which have been raised.
  17. Please find enclosed a copy of a residents letter Mr C Scott regarding parking restrictions on Wharf Road.

FURTHER RESOLVED: to note.

131/16 Meetings attended during the month. To receive feedback from meetings attended during the month. None received.

132/16 **Correspondence.**

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

Road Closure Cae Goody Lane, Ellesmere. 5<sup>th</sup> October, 2016 for 3 days to install a new water connection, Severn Trent Water. RESOLVED: to note.

Road Closure Birch Road, Ellesmere. 7<sup>th</sup> November, 2016 for 1 week for new main and connection for new development and foul sewer connection, Severn Trent Water. RESOLVED: to note that further discussions regarding the diversion are taking place.

Diksmuide – Speelschare. (Email circulated to Members). Speelschare is the youth orchestra of Diksmuide who are interested in coming to Shropshire in the summer of 2017. They would like to know if the Town Council are interested and if there is a person who would help support them with the preparation. The Town Mayor, Cllr I Ward, informed Members that he has been invited to visit Diksmuide this week for a Rededication for the German War Graves and Ypres Cemetery where 6 members of the Ellesmere Community lay to rest. RESOLVED:

that the Town Council would be interested and to forward letter onto the Twinning Society. FURTHER RESOLVED: to note.

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

Black Poplar Tree – Birch Road. The remains of this tree were removed on the 30<sup>th</sup> September, 2016. RESOLVED: to note.

Ellesmere Town Council Website – Shropshire Tourism. Instructions have been given to Shropshire Tourism to provide website design for £1,400.00 plus VAT. Annual hosting, support and maintenance cost is £225.00 plus VAT. RESOLVED: to note.

Portable Appliance Testing. Advice received from Princes Electrical states that any movable or portable hand held equipment should be tested annually (every 6 months if used by the public), stationary or IT equipment used by the public should be every 12 months. The Fire Safety Risk Assessment completed in October, 2015 suggested that the PAT testing could be extended to every 3 years. RESOLVED: Members agreed to go with the advice received from Shropshire Fire & Rescue and to undertake the PAT testing every 3 years.

Ellesmere Patients Group. Request to place a notice board on Cross St. toilets. RESOLVED: agreed in principle but need more details regarding size.

Defibrillator – Town Hall. Brownlow Lodge Masons are kindly donating a defibrillator to be placed within the reception area of the town hall. RESOLVED: to write a letter of thanks to the Brownlow Masons.

Fruit Trees – Town Hall. 5 fruit trees have been given by Caretaker, D Harvey. The trees will be planted on the bank at the rear of the town hall. RESOLVED: to write a letter of thanks to Mr D Harvey.

Ellesmere Amateur Dramatic Society. An invitation for the Town Mayor, Cllr I Ward, to serve as Vice President of the Society for the forthcoming 12 months. It was: RESOLVED: that the Town Mayor, Cllr I Ward accept this invitation until the end of his Term of Office (May, 2017).

Sports Facilities Strategy – Shropshire Council 2016-2037. Consultation which ran to Friday, 30<sup>th</sup> September, 2016 which contains some useful information for Ellesmere Town Council. (Circulated). RESOLVED: to note.

Road Closure – Wood Lane 7<sup>th</sup> – 25<sup>th</sup> November, 2016 for construction of new quarry access. RESOLVED: to note.

SP Energy Networks, North Shropshire Reinforcement Project Update. Criftins Parish Hall Tuesday, 1<sup>st</sup> November, 2017 (18.00 – 20.00). RESOLVED: that the Town Mayor, Cllr I Ward will attend.

Invitation to Canal & River Trust North Wales & Borders Annual Showcase Event. Friday 21<sup>st</sup> October, 2016 at Chester Racecourse. RESOLVED: to note.

133/16

**Planning:**

**(a) Planning Applications for consideration:**

16/04057/TCA – Jebb Court, Ellesmere. To fell one Beech Tree within Ellesmere Conservation area. RESOLVED: that the application be supported with a condition that a native species tree be planted in this area.

**(b) To consider any other planning applications received after the issue of the Agenda.** (To be notified at Meeting). None received.

- 134/16 Application for Delivering Section 106 Agreement Funding for Recreation Public Open Space. (Money received from the Wharf Development). Consultation dates have been organised for Wednesday, 12<sup>th</sup> October, 2016 from 1.30pm – 4.00pm and 5.30pm – 7.30pm, Ellesmere Town Hall and on Saturday, 15<sup>th</sup> October, 2016 at Beech Grove play area between 10.00am – 12 noon with the Clerks and Sue Thomas, Community Enablement Officer, Shropshire Council to start promoting the proposals received for new play/leisure equipment on Beech Grove play area. Leaflets have been sent to the local schools and a leaflet drop has been arranged on Thursday, 6<sup>th</sup> October, 2016 to houses in the vicinity. RESOLVED: to note.
- 135/16 RoSPA. Inspection Reports. All areas in the Town Council's ownership have been completed for 2016 which were: Beech Grove & Beech Grove playing field (including goal posts), Kingfisher Walk, Birch Road and Berwyn View. Recommendations where work is required is being actioned by the Clerks. Berwyn View and Birch Road are completed every 3 years due to the areas being open space with no play equipment. All other areas are inspected annually. RESOLVED: to note.
- 136/16 Land Rear of Berwyn View Task and Finish Group. The Town Mayor, Cllr Ian Ward would like to be included on this T & F Group. RESOLVED: that Cllr I ward be added to the membership of this T & F Group.
- 137/16 Additional Name – Ellesmere War Memorial, St. Mary's Churchyard. The cost for an additional plaque to be placed above/below the existing "W" plaque with the recessed engraved name of E WILLIAMS in bronze fitted would be £310.00 plus VAT. The works will be completed by Mr Andy Mitchell who was recommended by Eura Conservation Ltd who were the Company who cleaned the plaques. It was: RESOLVED: all Members were in favour for the work to be completed
- 138/16 To approve and confirm the 1<sup>st</sup> Quarter Accounts. Proposed by Cllr S Thornton, seconded by Cllr J Frost and RESOLVED: to approve and confirm that the accounts be signed as a true copy.  
 (a) Payments for August, 2016 to be approved and confirmed. Proposed by Cllr S Thornton, seconded by Cllr P Goulbourne and RESOLVED: to approve and confirm that the payments be signed as a true copy.  
 (b) Bank Balances as at: 30<sup>th</sup> September, 2016. That the figures for the first quarter are: Current A/c Balance £156,567.27. No.2 A/c Balance £2,216.51. No.3 A/c Balance £83,714.87. RESOLVED: to note.  
 (c) Ellesmere Parishes Joint Burial Committee. Annual precept request for 2017/18 remains the same as previous year @ £14,220.00 minus loan payments of £1,830.63. RESOLVED: to note.
- 139/16 Budget/Precept Deliberations 2017-2018. RESOLVED: that Policy & Resources and Civic Amenities Committee start the process for 2017/18.
- 140/16 Civic Service – St. Mary's Church, Sunday 9<sup>th</sup> October, 2016 (10.15am). RESOLVED: to note the Civic Service has been postponed.
- 141/16 Date of next meeting – Monday, 7<sup>th</sup> November, 2016. RESOLVED: to note.
- 142/16 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 22, 23 & 24 of business on the grounds they involve the likely disclosure of exempt information as defined in the Acts". Exempt Minutes will be kept.

143/16 To approve and confirm the exempt minutes from the meeting held on: Monday, 5<sup>th</sup> September, 2016. (Minutes tabled). RESOLVED: proposed by Cllr S Thornton, seconded by Cllr R Hartley and RESOLVED: that the exempt minutes be approved, confirmed and signed as a true copy.

144/16 Town Hall Projects. Awaiting further report, therefore, no update was tabled. RESOLVED: to note.

The meeting ended at 8.25pm



7th November 2016

## Town Council Current A/c

Payments made between 01/08/2016 and 31/08/2016

## Nominal Ledger Analysis

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
01/08/2016	British Telecom	DDR	110.88		18.48	4105	101	92.40	110.88
02/08/2016	Peninsula Business Services Lt	DDR	208.80		34.80	4111	101	174.00	H &S/Employment Law Contract
03/08/2016	Paul Ashby Locksmith	7057	132.00		22.00	4333	103	110.00	Repairs to Cros Street
03/08/2016	Tudor Griffiths	7058	159.36		26.56	4606	202	132.80	Ladder for TH
03/08/2016	Mr Des Harvey	7059	2.40		0.40	4603	202	2.00	Reimbursed for light bulb
03/08/2016	Mrs Mandy Evans - Clerk	7060	4.11			4102	101	4.11	Reimbursed for postage
03/08/2016	Princes Electrical Contracting	7061	624.00		104.00	4313	103	450.00	5 Yr Inspection & Repairs
						4603	202	70.00	5 Yr Inspection & Repairs
03/08/2016	Shrops Assoc of Local Councils	7062	22.00			4202	102	22.00	PG training
03/08/2016	Greenfingers Ltd	7063	569.60		94.93	4310	103	474.67	Grounds Maintenance
03/08/2016	Paperstone Ltd	7064	60.73		10.12	4101	101	50.61	Stationery
03/08/2016	B Lewis	7065	990.00			4312	103	900.00	Gardening Contract August
						4402	104	90.00	Repairs
03/08/2016	Shrops Assoc of Local Councils	7066	44.00			4020	101	44.00	Clerk & Asst Clerk Training
03/08/2016	Accordial	7067	510.00		85.00	4603	202	425.00	Moveable Wall Service
03/08/2016	Shropshire Council	7068	6,191.24			4111	101	57.60	SC Payroll Costs-Month 4
						4011	203	122.66	ER's Pension Wages - Month 4
						4010	101	466.67	ER's Pension Salarie - Month 4
						4005	101	328.62	ER's NI Salaries - Month 4
						4001	203	1,482.38	Payroll Wages - Month 4
						4000	101	3,733.31	Payroll Salaries-Month 4
03/08/2016	PE & HJ Jones	7069	21.60		3.60	4314	103	18.00	Green Waste Recycling
03/08/2016	PG Skips Ltd	7070	64.61		10.77	4404	103	53.84	Skip Hire MKT Hall
03/08/2016	PG Skips Ltd	7071	74.21		12.37	4604	202	61.84	Skip Hire - TH
05/08/2016	Smith of Derby Ltd	7072	235.20		39.20	4320	103	196.00	Annual Service - Old TH Clock
08/08/2016	Shropshire Council	7074	180.00			4107	201	180.00	Premises Licence - TH
15/08/2016	Shropshire Council	DDR	919.00			4130	201	919.00	Business Rates - T
23/08/2016	Shropshire Tourism	7075	201.06		33.51	4104	101	167.55	Domian Registratic 2 yrs
23/08/2016	Paperstone Ltd	7076	104.64		17.44	4101	101	87.20	Stationery
23/08/2016	All Together Ellesmere	7077	80.00			4404	103	80.00	Tuesday Mkt Cleaning - July
23/08/2016	Severn Trent	7078	316.74			4333	103	316.74	Water - Cross St W.c's
23/08/2016	Princes Electrical Contracting	7080	42.00		7.00	4603	202	35.00	Fire Alarm Repairs
<b>Sub Total Carried Forward</b>			<b>11,868.18</b>	<b>0.00</b>	<b>520.18</b>			<b>11,348.00</b>	

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3/10/2016

## Town Council Current A/c

Payments made between 01/08/2016 and 31/08/2016

## Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
23/08/2016	Mrs Mandy Evans - Clerk	7081	12.95			4114	101	12.95	Reimbursed for Doomsday Info
23/08/2016	Severn Trent	7082	642.58			4133	201	642.58	Water - TH
23/08/2016	Mazars	7083	720.00		120.00	4112	101	600.00	External Audit 2015/2016
23/08/2016	Paperstone Ltd	7084	31.08		5.18	4114	101	25.90	Photoframes for Certs
23/08/2016	Express Pest Control	7085	450.00			4603	202	450.00	Annual Pest Contr Contract
23/08/2016	Paperstone Ltd	7086	39.51		6.58	4101	101	32.93	Storage Boxes & Wallet Files
26/08/2016	TSB Bank	PAYMENT	29.28			4115	101	29.28	Service Charges
30/08/2016	Peninsula Business Services Lt	DDR	208.80		34.80	4111	101	174.00	H & S/Employment Contract
<b>Total Payments :</b>			14,002.38	0.00	686.74			13,315.64	

Jan L  
3/10/2016

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><u>Town Council</u></b>							
<b><u>101 Town Council Administration</u></b>							
4000	Salaries	40,916	11,200	45,000	33,800	33,800	24.9 %
4005	ER's NI - Salaries	2,392	986	3,900	2,914	2,914	25.3 %
4010	ER's Pension Conts - Salaries	5,120	1,407	5,600	4,193	4,193	25.1 %
4020	Training Expenses	120	261	200	-61	-61	130.5 %
4100	Printing & Photocopying	773	189	700	511	511	26.9 %
4101	Stationery	549	177	400	223	223	44.3 %
4102	Postages	519	0	450	450	450	0.0 %
4103	Computer Expenses	740	483	500	17	17	96.6 %
4104	Website Expenses	275	0	300	300	300	0.0 %
4105	Telephones	1,300	329	1,200	871	871	27.5 %
4106	Insurance	2,722	3,228	3,300	72	72	97.8 %
4108	Subscriptions	353	318	330	12	12	96.4 %
4109	Membership Fees	1,449	1,269	1,400	131	131	90.6 %
4110	Legal Expenses	0	0	500	500	500	0.0 %
4111	Professional Fees	100	696	1,400	704	704	49.7 %
4112	Audit/Accountancy Fees	1,566	-519	1,600	2,119	2,119	-32.4 %
4114	Office Equipment	27	0	0	0	0	0.0 %
4115	Bank Charges	294	60	340	280	280	17.6 %
4131	Electricity	1,032	0	0	0	0	0.0 %
4150	Refreshments & Catering	49	0	50	50	50	0.0 %
4601	Water Chlorination	964	0	0	0	0	0.0 %
4700	Contingencies	0	0	3,306	3,306	3,306	0.0 %
	Town Council Administration :- Expenditure	<b>61,258</b>	<b>20,084</b>	<b>70,476</b>	<b>50,392</b>	<b>0</b>	<b>28.5 %</b>
1700	Grants Received	750	0	0	0		0.0 %
1870	Interest Received	193	40	0	40		0.0 %
1880	Burial Loan Repayment	1,875	0	0	0		0.0 %
1900	Precept	185,921	192,492	0	192,492		0.0 %
	Town Council Administration :- Income	<b>188,739</b>	<b>192,532</b>	<b>0</b>	<b>192,532</b>		
	<b>Net Expenditure over Income</b>	<b>-127,481</b>	<b>-172,448</b>	<b>70,476</b>	<b>242,924</b>		
<b><u>102 Civic Expenses</u></b>							
4150	Refreshments & Catering	14	0	20	20	20	0.0 %
4200	Mayor's Allowance	800	0	800	800	800	0.0 %
4202	Councillors' Training Expenses	90	22	0	-22	-22	0.0 %
4203	Civic Costs	2,152	0	50	50	50	0.0 %
4210	Election Costs	100	0	0	0	0	0.0 %

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3/10/2016

Month No : 3

Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4215 Awards/Gifts	83	0	0	0		0	0.0 %
Civic Expenses :- Expenditure	<b>3,239</b>	<b>22</b>	<b>870</b>	<b>848</b>	<b>0</b>	<b>848</b>	<b>2.5 %</b>
<b>Net Expenditure over Income</b>	<b>3,239</b>	<b>22</b>	<b>870</b>	<b>848</b>			
<b>103 Community Services</b>							
4101 Stationery	25	-25	0	25		25	0.0 %
4131 Electricity	77	0	0	0		0	0.0 %
4300 Street Lighting Electricity	3,405	0	3,400	3,400		3,400	0.0 %
4301 Street Lighting Maintenance	1,253	2,307	2,000	-307		-307	115.4 %
4303 Christmas lighting	7,319	-22	6,510	6,532		6,532	-0.3 %
4310 Grounds Maintenance	3,744	475	6,408	5,933		5,933	7.4 %
4311 CCTV	321	1,721	200	-1,521		-1,521	860.5 %
4312 Gardening Contract	10,800	2,700	10,000	7,300		7,300	27.0 %
4313 Health & Safety	823	180	4,450	4,270		4,270	4.0 %
4314 Gardening Additional Costs	1,571	326	3,000	2,674		2,674	10.9 %
4320 Street Furniture	190	0	200	200		200	0.0 %
4330 Ellesmere In Bloom	300	300	300	0		0	100.0 %
4331 Planters	0	1,109	0	-1,109		-1,109	0.0 %
4332 Market	54	0	0	0		0	0.0 %
4333 Public Conveniences	11,130	4,744	10,000	5,256		5,256	47.4 %
4404 Tuesday Market Costs	1,508	288	2,800	2,512		2,512	10.3 %
4601 Water Chlorination	209	444	450	6		6	98.7 %
4700 Contingencies	0	0	1,178	1,178		1,178	0.0 %
4710 Future Burial Land	0	0	50	50		50	0.0 %
Community Services :- Expenditure	<b>42,728</b>	<b>14,547</b>	<b>50,946</b>	<b>36,399</b>	<b>0</b>	<b>36,399</b>	<b>28.6 %</b>
1700 Grants Received	0	1,647	0	1,647			0.0 %
Community Services :- Income	<b>0</b>	<b>1,647</b>	<b>0</b>	<b>1,647</b>			
<b>Net Expenditure over Income</b>	<b>42,728</b>	<b>12,900</b>	<b>50,946</b>	<b>38,046</b>			
<b>104 Recreation</b>							
4401 Football Club Costs	450	0	0	0		0	0.0 %
4402 Play Area Expenses	1,855	50	2,200	2,150		2,150	2.3 %
Recreation :- Expenditure	<b>2,305</b>	<b>50</b>	<b>2,200</b>	<b>2,150</b>	<b>0</b>	<b>2,150</b>	<b>2.3 %</b>
1060 Cricket Club Rent	65	0	0	0			0.0 %
1061 Football Club Rent	267	1	0	1			0.0 %
1063 Scout/Cadet Hut Income	150	0	0	0			0.0 %
Recreation :- Income	<b>482</b>	<b>1</b>	<b>0</b>	<b>1</b>			
<b>Net Expenditure over Income</b>	<b>1,823</b>	<b>49</b>	<b>2,200</b>	<b>2,151</b>			

106  
3/10/2016

Month No : 3

Committee Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>105</u>	<u>Partnership Funding</u>							
4451	Tourist Inf Centre Costs	1,200	0	1,000	1,000		1,000	0.0 %
4452	Joint Burials Subsidy	14,220	0	14,220	14,220		14,220	0.0 %
	Partnership Funding :- Expenditure	<u>15,420</u>	<u>0</u>	<u>15,220</u>	<u>15,220</u>	<u>0</u>	<u>15,220</u>	
	<b>Net Expenditure over Income</b>	<u>15,420</u>	<u>0</u>	<u>15,220</u>	<u>15,220</u>			
<u>106</u>	<u>Publicity &amp; Promotions</u>							
4500	Advertising	2,278	0	1,500	1,500		1,500	0.0 %
	Publicity & Promotions :- Expenditure	<u>2,278</u>	<u>0</u>	<u>1,500</u>	<u>1,500</u>	<u>0</u>	<u>1,500</u>	
	<b>Net Expenditure over Income</b>	<u>2,278</u>	<u>0</u>	<u>1,500</u>	<u>1,500</u>			
<u>107</u>	<u>Events and Grants</u>							
4550	Grants	500	0	1,000	1,000		1,000	0.0 %
4551	Autumn Festival - Art Exhibit	0	250	0	-250		-250	0.0 %
4553	Regatta	0	250	0	-250		-250	0.0 %
4554	Carnival	0	250	0	-250		-250	0.0 %
4555	Triathlon	0	250	0	-250		-250	0.0 %
4570	Remembrance Sunday	25	0	0	0		0	0.0 %
	Events and Grants :- Expenditure	<u>525</u>	<u>1,000</u>	<u>1,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>100.0 %</u>
	<b>Net Expenditure over Income</b>	<u>525</u>	<u>1,000</u>	<u>1,000</u>	<u>0</u>			
<u>110</u>	<u>Town Council Income</u>							
1801	Town Council Income	2,471	53	0	53			0.0 %
1805	Cross St Toilet Income	3,038	361	0	361			0.0 %
	Town Council Income :- Income	<u>5,509</u>	<u>414</u>	<u>0</u>	<u>414</u>			
	<b>Net Expenditure over Income</b>	<u>-5,509</u>	<u>-414</u>	<u>0</u>	<u>414</u>			
<u>112</u>	<u>Neighbourhood Fund</u>							
1851	Neighbourhood Fund	886	1,329	0	1,329			0.0 %
	Neighbourhood Fund :- Income	<u>886</u>	<u>1,329</u>	<u>0</u>	<u>1,329</u>			
	<b>Net Expenditure over Income</b>	<u>-886</u>	<u>-1,329</u>	<u>0</u>	<u>1,329</u>			
<u>150</u>	<u>Loan Repayments</u>							
4900	Loan Interest payments	3,085	0	2,695	2,695		2,695	0.0 %
4910	Loan Capital Repayment	5,585	0	5,585	5,585		5,585	0.0 %
	Loan Repayments :- Expenditure	<u>8,670</u>	<u>0</u>	<u>8,280</u>	<u>8,280</u>	<u>0</u>	<u>8,280</u>	
	<b>Net Expenditure over Income</b>	<u>8,670</u>	<u>0</u>	<u>8,280</u>	<u>8,280</u>			

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3/10/2016

Month No : 3

Committee Report

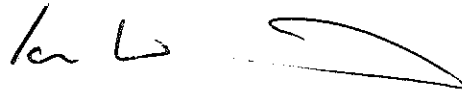
	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
Town Council :- Expenditure	136,422	35,703	150,492	114,789	0	114,789	23.7 %
Income	195,616	195,923	0	195,923			0.0 %
<b>Net Expenditure over Income</b>	<b>-59,194</b>	<b>-160,221</b>	<b>150,492</b>	<b>310,713</b>			
<b><u>Town Hall Management Committee</u></b>							
<u>201</u> <u>Town Hall Administration</u>							
4107 Licences	1,171	0	0	0		0	0.0 %
4111 Professional Fees	120	0	0	0		0	0.0 %
4130 Rates	9,121	2,762	0	-2,762		-2,762	0.0 %
4131 Electricity	5,594	0	0	0		0	0.0 %
4132 Gas	4,237	1,623	0	-1,623		-1,623	0.0 %
4133 Water	1,405	0	0	0		0	0.0 %
4601 Water Chlorination	0	964	0	-964		-964	0.0 %
Town Hall Administration :- Expenditure	21,647	5,349	0	-5,349	0	-5,349	
<b>Net Expenditure over Income</b>	<b>21,647</b>	<b>5,349</b>	<b>0</b>	<b>-5,349</b>			
<u>202</u> <u>Town Hall Maintenance</u>							
4600 Cleaning Materials	767	340	0	-340		-340	0.0 %
4602 Building Maintenance	142	0	0	0		0	0.0 %
4603 General Maintenance	6,607	1,767	42,000	40,233		40,233	4.2 %
4604 Skip Hire	812	124	0	-124		-124	0.0 %
4605 Sanitary Disposal	766	367	0	-367		-367	0.0 %
4606 Town Hall Equipment	196	0	0	0		0	0.0 %
Town Hall Maintenance :- Expenditure	9,289	2,598	42,000	39,403	0	39,403	6.2 %
<b>Net Expenditure over Income</b>	<b>9,289</b>	<b>2,598</b>	<b>42,000</b>	<b>39,403</b>			
<u>203</u> <u>Town Hall Wages</u>							
4001 Wages	22,081	4,741	0	-4,741		-4,741	0.0 %
4006 ER's NI - Wages	217	0	0	0		0	0.0 %
4011 ER's Pension Conts - Wages	2,326	1,157	0	-1,157		-1,157	0.0 %
Town Hall Wages :- Expenditure	24,624	5,898	0	-5,898	0	-5,898	
<b>Net Expenditure over Income</b>	<b>24,624</b>	<b>5,898</b>	<b>0</b>	<b>-5,898</b>			
<u>210</u> <u>Town Hall Income</u>							
1000 Room Hire	18,015	4,202	0	4,202			0.0 %
1001 Bar Revenue Income	231	-100	0	-100			0.0 %
1101 Hire Of art Screens	30	0	0	0			0.0 %
Town Hall Income :- Income	18,276	4,102	0	4,102			
<b>Net Expenditure over Income</b>	<b>-18,276</b>	<b>-4,102</b>	<b>0</b>	<b>4,102</b>			

*10/10/2016*  
3/10/2016

Month No : 3

## Committee Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
own Hall Management Committee :- Expenditure	55,560	13,844	42,000	28,156	0	28,156	33.0 %
Income	18,276	4,102	0	4,102			0.0 %
<b>Net Expenditure over Income</b>	<b>37,284</b>	<b>9,742</b>	<b>42,000</b>	<b>32,258</b>			

  
 3/10/2016

Date: 26/09/2016

Ellesmere Town Council 2016/2017

Page No: 1

Time: 09:47

Cash Book No : 1

User : MAE

## Town Council Current A/c

Receipts received between 01/04/2016 and 30/06/2016

## Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
	Banked on : 01/04/2016	408.00						
	Sales Recpts Page 515	408.00	408.00		100			Sales Recpts Page 515
	Banked on : 06/04/2016	55.00						
	Sales Recpts Page 516	55.00	55.00		100			Sales Recpts Page 516
	Banked on : 12/04/2016	32.00						
	Sales Recpts Page 517	32.00	32.00		100			Sales Recpts Page 517
	Banked on : 13/04/2016	14.50						
	Sales Recpts Page 518	14.50	14.50		100			Sales Recpts Page 518
	Banked on : 18/04/2016	520.50						
	Sales Recpts Page 513	520.50	520.50		100			Sales Recpts Page 513
	Banked on : 18/04/2016	3,479.47						
BGC	HMRC	3,479.47			120		3,479.47	VAT 4th Qtr 2015/2016
	Banked on : 28/04/2016	75.00						
	Sales Recpts Page 514	75.00	75.00		100			Sales Recpts Page 514
	Banked on : 29/04/2016	193,821.43						
BGC	Shropshire Council	193,821.43			1900 1851	101 112	192,492.00 1,329.43	Precept Neighbourhood Fund
	Banked on : 03/05/2016	32.00						
	Sales Recpts Page 523	32.00	32.00		100			Sales Recpts Page 523
	Banked on : 06/05/2016	17.00						
	Sales Recpts Page 524	17.00	17.00		100			Sales Recpts Page 524
	Banked on : 13/05/2016	209.32						
500313	Cross Street WC	209.32			1805	110	209.32	Gents W C Money
	Banked on : 13/05/2016	151.31						
500314	Cross Street WC	151.31			1805	110	151.31	Ladies WC Money
	Banked on : 13/05/2016	1,057.00						
	Sales Recpts Page 520	1,057.00	1,057.00		100			Sales Recpts Page 520
	Banked on : 13/05/2016	-2.00						
500313	Cross Street WC	-2.00			1805	110	-2.00	Bank Error - Being
	Banked on : 18/05/2016	20.00						
	Sales Recpts Page 525	20.00	20.00		100			Sales Recpts Page 525
	Banked on : 24/05/2016	330.50						
	Sales Recpts Page 522	330.50	330.50		100			Sales Recpts Page 522
	Banked on : 31/05/2016	14.50						
	Sales Recpts Page 526	14.50	14.50		100			Sales Recpts Page 526
	Banked on : 01/06/2016	1.00						
	<b>Sub Total Carried Forward</b>	<b>200,236.53</b>	<b>2,576.00</b>	<b>0.00</b>			<b>197,659.53</b>	

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3/10/2016

## Town Council Current A/c

Receipts received between 01/04/2016 and 30/06/2016

## Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
BGC	Elles Rangers Football Club	1.00			1061	104	1.00	Annual Lease Fee
	Banked on : 09/06/2016	75,000.00						
	Town Council Premier A/c	75,000.00			200		75,000.00	Transfer of Reserves
	Banked on : 09/06/2016	868.00						
	Sales Recpts Page 527	868.00	868.00		100			Sales Recpts Page 527
	Banked on : 09/06/2016	80.00						
	Sales Recpts Page 528	80.00	80.00		100			Sales Recpts Page 528
	Banked on : 13/06/2016	209.32						
500313	TSB	209.32			1805	110	209.32	Bank Error 500313
	Banked on : 13/06/2016	64.00						
6998	TSB	64.00		10.67	1801	110	53.33	Bank Error 6998
	Banked on : 17/06/2016	138.50						
	Sales Recpts Page 531	138.50	138.50		100			Sales Recpts Page 531
	Banked on : 21/06/2016	25.50						
	Sales Recpts Page 532	25.50	25.50		100			Sales Recpts Page 532
	Banked on : 22/06/2016	668.00						
	Sales Recpts Page 530	668.00	668.00		100			Sales Recpts Page 530
	Banked on : 28/06/2016	1,646.98						
BGC	Shropshire Council	1,646.98			1700	103	1,646.98	BLT Grant towards CCTV
	<b>Total Receipts :</b>	<b>278,936.83</b>	<b>4,356.00</b>	<b>10.67</b>			<b>274,570.16</b>	

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3/10/2016

## Town Council Current A/c

Payments made between 01/04/2016 and 30/06/2016

## 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 Affilitation Fees
22/04/2016	HM Revenue & Customs	6984	1,040.01			4005	101	323.52	Tax & NI Month 1
<b>Sub Total Carried Forward</b>			15,812.39	0.00	756.78			14,339.12	

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## Town Council Current A/c

Payments made between 01/04/2016 and 30/06/2016

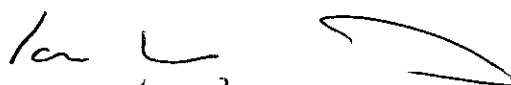
Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ VAT	Nominal Ledger Analysis		£ Amount	Transaction Details
						A/c	Centre		
						4001	203	104.40	Tax & NI Month 1
						4000	101	612.09	Tax & NI Month 1
26/04/2016	Miss Joanne Butterworth	FASTERPA	1,156.80			4000	101	1,156.80	Salary Month 1
26/04/2016	Mrs Mandy Evans - Clerk	FASTERPA	1,697.06			4000	101	1,697.06	Salary 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
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
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
03/05/2016	Paperstone Ltd	6985	62.80		10.46	4101	101	52.34	Certificate Frames & Batteries
03/05/2016	Border Janitorial Supplies	6986	11.88		1.98	4600	202	9.90	Handwash
03/05/2016	Central Fire Control	6987	41.82		6.97	4313	103	34.85	Emergency Safety Signs
03/05/2016	All Together Ellesmere	6988	80.00			4404	103	80.00	Tuesday Mkt Cleaning April
03/05/2016	Paul Ashby Locksmith	6989	192.00		32.00	4333	103	160.00	New Locks for Cross St W.C's
03/05/2016	Ricoh UK Ltd	6990	67.93		11.32	4100	101	56.61	Clerks Printer Lease April/Jun
03/05/2016	British Telecom	DDR	105.25		17.54	4105	101	87.71	Clerks Phones & 1 Broadband
05/05/2016	RBS Software	6992	607.32		101.22	4112	101	506.10	Year End Closedown 2015/2016
05/05/2016	E.on Energy Solutions Ltd	6993	87.80		14.63	4301	103	73.17	S/light Repairs & Greenaways
05/05/2016	B Lewis	6994	900.00			4312	103	900.00	Gardening Contract - May
11/05/2016	R J Kupski	6995	96.00		16.00	4333	103	80.00	Repairs to Cross S WC
16/05/2016	Shropshire RCC	6996	20.00			4020	101	20.00	Auto Enrolment Training
16/05/2016	J C Dyke	6997	9.55		1.59	4603	202	7.96	Town Hall Repairs
16/05/2016	PE & HJ Jones	6998	-0.80		-0.13	4314	103	-0.67	Bank Input Error
16/05/2016	PE & HJ Jones	6998	64.80		10.80	4314	103	54.00	Green Waste Recycling
16/05/2016	Princes Electrical Contracting	6999	265.15		44.19	4313	103	145.00	Fire Alarm Insp
16/05/2016	Technical Services Shrops Ltd	7000	1,973.98		329.00	4311	103	1,644.98	Install CCTV Cross St WC
16/05/2016	RBS Software	7001	579.60		96.60	4103	101	483.00	A/cs Software Contract 2016/17
16/05/2016	Aceplay Ltd	7002	60.00		10.00	4402	104	50.00	Repairs to Kingfisher Walk
16/05/2016	Shropshire Council Pensions	7003	896.45			4011	203	141.67	Pensions Month 1
						4010	101	462.04	Pensions Month 1
						4001	203	62.33	Pensions Month 1
						4000	101	230.41	Pensions Month 1
<b>Sub Total Carried Forward</b>			26,506.21	0.00	1,495.75			25,010.46	

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3/10/2016

## Town Council Current A/c

Payments made between 01/04/2016 and 30/06/2016

Nominal Ledger Analysis									
Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
16/05/2016	Shropshire Council	DDR	919.00			4130	201	919.00	Business Rates - T
26/05/2016	HM Revenue & Customs	7004	1,072.67			4005	101	333.72	Tax & NI Month 2
						4001	203	103.80	Tax & NI Month 2
						4000	101	635.15	Tax & NI Month 2
26/05/2016	Shropshire Council Pensions	7005	911.63			4011	203	135.60	Pensions Month 2
						4010	101	478.28	Pensions Month 2
						4001	203	62.74	Pensions Month 2
						4000	101	235.01	Pensions Month 2
26/05/2016	Miss N Roberts	FASTERPA	285.73			4001	203	285.73	Wages Month 2
26/05/2016	Mrs Melanie Connor	FASTERPA	248.92			4001	203	248.92	Wages Month 2
26/05/2016	Mr Clive Parry	FASTERPA	414.77			4001	203	414.77	Wages Month 2
26/05/2016	Mr Des Harvey	FASTERPA	543.37			4001	203	543.37	Wages Month 2
26/05/2016	Miss Joanne Butterworth	FASTERPA	1,174.50			4000	101	1,174.50	Salary Month 2
26/05/2016	Mrs Mandy Evans - Clerk	FASTERPA	1,725.60			4000	101	1,725.60	Salary Month 2
27/05/2016	Zurich Municipal	7006	2,688.10			4106	101	2,688.10	Insurance 2016/2017
27/05/2016	PG Skips Ltd	7007	74.21		12.37	4604	202	61.84	Skip Hire - TH
27/05/2016	PG Skips Ltd	7008	64.61		10.77	4404	103	53.84	Skip Hire - Mkt Hal
27/05/2016	Border Janitorial Supplies	7009	23.04		3.84	4600	202	19.20	Cleaning Materials TH
27/05/2016	Princes Electrical Contracting	7010	67.20		11.20	4603	202	56.00	Repairs to Floodlights - TH
27/05/2016	TSB Bank	PAYMENT	32.58			4115	101	32.58	Service Charges
31/05/2016	Peninsula Business Services Lt	DDR	208.80		34.80	4111	101	174.00	H & S/Employment Law Contract
02/06/2016	British Telecom	DDR	112.28		18.71	4105	101	93.57	2 Clerks Phones & 1 Broadband
06/06/2016	All Together Ellesmere	7011	100.00			4404	103	100.00	Mkt Hall Cleaning - May
06/06/2016	J S Wainwright & Son	7012	135.00		22.50	4603	202	112.50	Heater Repairs - TI
06/06/2016	E.on Energy Solutions Ltd	7013	1,000.55		166.76	4301	103	833.79	S/Light Repairs
08/06/2016	JDH Business	7015	582.00		97.00	4112	101	485.00	2015/2016 Internal Audit
09/06/2016	Town Council Premier A/c	Transfer	29,077.81			200		29,077.81	Transfer of Reserves
09/06/2016	Town Council Deposit A/c	Transfer	1,329.43			200		1,329.43	Neighbourhood Fund Transfer
13/06/2016	PE & HJ Jones	6998	64.80		10.80	4314	103	54.00	Green Waste Recycling
13/06/2016	E.on Energy Solutions Ltd	7017	98.62		16.44	4301	103	82.18	S/Light repairs x 2
13/06/2016	Lexis Nexis	7018	97.45			4101	101	97.45	Arnold Baker Book
13/06/2016	TSB Bank	BNK ERROR	207.32			1805	110	207.32	Bank Error receipt 500313
13/06/2016	TC Reserves - Santander A/c	Transfer	25,000.00			200		25,000.00	TC Reserves to Santander A/c
14/06/2016	B Lewis	7019	900.00			4312	103	900.00	Gardening Contrac
<b>Sub Total Carried Forward</b>			95,666.20	0.00	1,900.94			92,865.26	

  
 3/10/2016

## Town Council Current A/c

Payments made between 01/04/2016 and 30/06/2016

Nominal Ledger Analysis									
Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
									- June
15/06/2016	Shropshire Council	DDR	919.00			4130	201	919.00	Business Rates - T
15/06/2016	TC Reserves - Santander A/c	Transfer	25,000.00				200	25,000.00	TC Reserves to Santander A/c
17/06/2016	Initial Washroom Hygiene Ltd	7020	924.05		154.01	4605	202	366.52	Annual Contract
17/06/2016	TC Reserves - Santander A/c	Transfer	25,000.00			4333	103	403.52	Annual Contract
20/06/2016	Eastwick Plant Centre	7021	1,153.36		44.36	4331	103	1,109.00	Town Planting
20/06/2016	Shrops Assoc of Local Councils	7022	66.00			4020	101	66.00	Training Courses
20/06/2016	Greenfingers Ltd	7023	569.60		94.93	4310	103	474.67	Grounds Maintenance Contract
20/06/2016	J C Dyke	7024	34.00		5.66	4603	202	28.34	General Maintenance - TH
20/06/2016	PG Skips Ltd	7025	64.61		10.77	4404	103	53.84	Skip Hire - Mkt Hal
20/06/2016	PG Skips Ltd	7026	74.21		12.37	4604	202	61.84	Skip Hire - TH
20/06/2016	Border Janitorial Supplies	7027	156.69		26.11	4600	202	130.58	Cleaning Materials
20/06/2016	E.on Energy Solutions Ltd	7028	790.85		131.81	4301	103	659.04	S/Light Maintenance Contract
20/06/2016	K & S Roofing (Whitchurch)LTD	7029	156.00		26.00	4603	202	130.00	TH Roof Repairs
21/06/2016	K A Lee Joinery	7016	49.00			4603	202	49.00	Roof Repairs - TH
21/06/2016	B A Williams	7030	75.00			4603	202	75.00	Window Cleaning - TH
21/06/2016	Shrops Assoc of Local Councils	7031	22.00			4202	102	22.00	Clr Training - PG
21/06/2016	Healthmatic	7032	2,451.78		408.63	4333	103	2,043.15	Cross St Contract April - Jun
23/06/2016	Castle Plumbing & Heating	7033	54.00		9.00	4603	202	45.00	Repairs Mens WC TH
23/06/2016	Eastwick Plant Centre	7034	227.72		8.75	4314	103	218.97	Planting - TH
24/06/2016	Mrs Mandy Evans - Clerk	FASTERPA	1,711.33			4000	101	1,711.33	Salary Month 3
24/06/2016	Miss Joanne Butterworth	FASTERPA	1,165.56			4000	101	1,165.56	Salary Month 3
24/06/2016	Mr Des Harvey	FASTERPA	534.43			4001	203	534.43	Wages Month 3
24/06/2016	Mr Clive Parry	FASTERPA	410.54			4001	203	410.54	Wages Month 3
24/06/2016	Mrs Melanie Connor	FASTERPA	273.46			4001	203	273.46	Wages Month 3
24/06/2016	Miss N Roberts	FASTERPA	276.97			4001	203	276.97	Wages Month 3
28/06/2016	TSB Bank	27.24	27.24			4115	101	27.24	Service Charges
29/06/2016	Ellesmere In Bloom Committee	7036	-250.00			4330	103	-250.00	Cheque Cancelled as lost
29/06/2016	Ellesmere In Bloom Committee	7040	-50.00			4330	103	-50.00	Cheque Cancelled as lost
30/06/2016	HM Revenue & Customs	7035	1,054.93			4005	101	328.62	Tax & NI 3rd Mont 3
						4001	203	102.60	Tax & NI 3rd Mont 3
						4000	101	623.71	Tax & NI Month 3
<b>Sub Total Carried Forward</b>			158,608.53	0.00	2,833.34			155,775.19	

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3/10/2016

Date: 26/09/2016

Ellesmere Town Council 2016/2017

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Time: 09:46

Cash Book No : 1

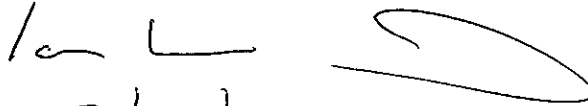
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Town Council Current A/c

Payments made between 01/04/2016 and 30/06/2016

Nominal Ledger Analysis

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
30/06/2016	Ellesmere In Bloom Committee	7036	250.00			4330	103	250.00	Annual Grant
30/06/2016	Aps Boiler Services	7037	84.00		14.00	4603	202	70.00	Boiler Repairs - TH
30/06/2016	Shropshire Council Pensions	7038	906.02			4011	203	143.50	Pensions Month 3
						4010	101	466.67	Pensions Month 3
						4001	203	63.14	Pensions Month 3
						4000	101	232.71	Pensions Month 3
30/06/2016	Aps Boiler Services	7039	990.53		165.09	4603	202	825.44	Annual Service & Repairs
30/06/2016	Ellesmere In Bloom Committee	7040	50.00			4330	103	50.00	Annual Grant - Planters
30/06/2016	Peninsula Business Services Lt	DDR	208.80		34.80	4111	101	174.00	H & S/ Employment Law Contract
Total Payments :			161,097.88	0.00	3,047.23			158,050.65	

  
3/10/2016