



STAVELEY TOWN COUNCIL

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Staveley Hall
Hall Drive
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S43 3TN

19 September 2023

To all members of Staveley Town Council

Dear Councillor

You are hereby summoned to attend a meeting of the Town Council to be held at 6.00 pm on Tuesday, 26 September 2023 at the Speedwell Rooms.

Members are asked to sign the attendance sheet for the meeting, available in the room.

In the interests of the smooth running of the meeting, queries or clarification about any of the items on the agenda are requested to be submitted 2 days prior to the meeting, to enable the Clerk to provide a comprehensive response.

Please ensure that confidential papers are kept secure prior to, and not left in the meeting room following, the meeting.

Yours sincerely

Sabrina Doherty
Town Clerk and Financial Officer

RECORDING OF COUNCIL MEETINGS

Under the Openness of Local Govt. Bodies Regulations 2014, members of the public may now film, photograph and make audio recordings of the proceedings of the formal Council meeting.

Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted. The Clerk will record meetings for the purposes of the minutes.

AGENDA

1. TO NOTE APOLOGIES FOR ABSENCE

2. TO RECEIVE DECLARATIONS OF INTERESTS

Members are invited to declare disclosable pecuniary interests and other interests in items on the Agenda as required by the Staveley Town Council Code of Conduct for Members and by the Localism Act 2011.

3. MINUTES OF PREVIOUS MEETINGS

To confirm and sign the minutes of the annual meeting held on 27 June 2023.

4. CHAIRMAN'S ANNOUNCEMENTS

5. PUBLIC PARTICIPATION SESSION

This provides an opportunity for members of the public to make representations to the Council in relation to items on the agenda. Time for this item is limited to **15 minutes**.

Councillors will not debate the matters raised and no decisions can be made on any items raised in this session.

If in attendance the PCSO may provide an update on local policing matters.

6. PRESENTATION ON STAVELEY 21 PROJECT

To receive a presentation from the Chief Executive of Chesterfield Borough Council and the Manager of the Joint Growth Unit. Presentation will be followed by a Q&A session for Councillors.

7. REPORTS FROM BOROUGH AND COUNTY COUNCILLORS

If in attendance, Borough and County Councillors are invited to provide a short update to the Town Council on matters affecting the Town from their respective authorities.

8. PLANNING APPLICATIONS

To consider the following applications and determine the Council's response:

a) Planning Reference CW2/0623/14 - Erection and operation of Material Recycling Facility at Erin Landfill Site, Markham Lane, Duckmanton, Derbyshire, S44 5HS

Details available at:

<https://planning.derbyshire.gov.uk/Planning/Display/CW2/0623/14?cuuid=82A70F6F-C983-4E80-A9E3-452A5DD5DDB1>

b) [CHE/23/00511/FUL | Conversion of garage to living accommodation | 8 St Josephs Court Chesterfield Road Staveley Chesterfield Derbyshire S43 3GQ](#)

c) [CHE/23/00487/FUL | Double hip-to-gable conversion, second floor rear balcony, alteration to front projecting hipped roof and single storey rear extension | 12 Bridle Road Woodthorpe Chesterfield Derbyshire S43 3BY](#)

9. EXTERNAL AUDIT REPORT

To receive the interim certificate from the External Auditor.

10. DRAFT COUNCIL DELIVERY PLAN

To consider the report of the Town Clerk and RFO.

11. CIL PRIORITIES AND EXPENDITURE REQUESTS FOR 2023-24

To consider the report of the Town Clerk and RFO.

12. FINANCE MATTERS

- a) To approve and sign the schedule of payments to 31 August 2023.
- b) To note the Summary of Income and Expenditure to 31 August 2023
- c) To note the bank balances as at 19 September 2023:
 - i. Co-op current account: £7,000
 - ii. Co-op 14 day account: £137,156.04
 - iii. Co-op Savings account: £187,049.71
 - iv. Petty Cash/Floats: £694.87

Total Funds held: £331,900.62
- d) To approve the Cashflow/Finance update report
- e) To approve the set up of a CCLA savings account using their Public Sector Deposit Fund scheme and agree the signatories to be added to the account as the Town Clerk and RFO, the Chairman of the Council plus one other named Councillor.
- f) To consider the balance of reserves to be transferred to the CCLA account (min deposit of £25,000 required to open the account) and authorise the Town Clerk and RFO to make the transfer.

13. EXCLUSION OF PRESS AND PUBLIC – PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960

To consider if any of the following items should be considered in confidential session and, if required, to pass a resolution stating the reasons for exclusion in the following terms:

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of item 16 as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

14. MARKET OPERATIONS

To consider a letter received from Chesterfield Borough Council.

15. LAND MATTERS

To consider the confidential report of the Town Clerk and RFO.

STAVELEY TOWN COUNCIL

Minutes of a meeting of Staveley Town Council held at 6.00 pm on Tuesday, 27 June 2023 at the Speedwell Rooms.

Present:

Councillors	S Bean	B Dyke	D Rhodes
	B Bingham	C Jackson	K Thornton
	J Bingham	P Jacobs	E Tidd
	C Chambers	P Mann	P Wilson
	J Collins	A Ogle	

In attendance: Mrs S Doherty (Town Clerk), Councillor Anne-Frances Hayes (Derbyshire County Council), Z Reid and B Rodbard-Hedderwick (Low Carbon) and 7 members of public.

2324-24 TO NOTE APOLOGIES FOR ABSENCE

Apologies had been received from Councillors D Wheeldon and J Ridgway.

2324-25 TO RECEIVE DECLARATIONS OF INTERESTS

There were no declarations made.

2324-26 MINUTES OF PREVIOUS MEETINGS

A query was raised in regard to an item which Councillors believed had been agreed at the last meeting but did not appear in the minutes. The Town Clerk confirmed that whilst a discussion has taken place the decision had not been made by formal resolution and so it did not appear as such in the minutes. The Clerk undertook to contact the Town Board project manager to ask about a local business representative being granted a seat and report back to a future meeting.

In response to a query the Town Clerk advised that there was no requirement in the Standing Orders to appoint a leader the section referring to the election of a leader was in reference to the item having to appear on the agenda. If the Council chose not to appoint then there was no issue with that decision. The position was not required in law and not having a leader did not cause a detriment to the Council. The Clerk would liaise with the Chairman of the Council as was normal practice at this level of local government.

RESOLVED:

That the minutes of the annual meeting held on 23 May 2023 be confirmed and signed as a correct record.

2324-27 CHAIRMAN'S ANNOUNCEMENTS

The Chairman announced that she had been invited to attend the Derbyshire Unemployed Workers Centre 40th anniversary event tomorrow. On 8th July she would be attending the Armed Forces Event

at Hollingwood and on 29th July she would be attending the event at Mastin Moor Community Allotments.

2324-28 PUBLIC PARTICIPATION SESSION

A member of the public queried the position of leader of the Council. The Town Clerk re-iterated the comments made under minute 2324-26.

A member of the public made a speech about the position of a local business person on the Town Deal Board not being supported by the Project Board. He also expressed a desire to see the old Staveley Works site developed.

A resident expressed concerns about the Elm Tree pub being set on fire again and the high street emptying. She felt that there was nothing for young people to do in Staveley as youth services had been decimated due to cutbacks. It was suggested that the CCTV cameras didn't work and this needed looking at. There were also issues with drug sales occurring in St George's Park.

Councillors confirmed that they had asked for more police patrols in the area. It was believed that there was an issue created by the merging of the Staveley Team with Newbold and if it had been merged with the Bolsover Team there might have been more PCSO's in the Staveley area.

The Elm Tree situation had been raised at CBC with officers and they had agreed to write to the owner to require it to be tidied up and made more secure. Councillor Dyke would also query the issue with the CCTV and report back.

A resident complained that the issues with fly tipping in the area were caused because of overly stringent rules about using the local tips and this needed to be addressed.

Councillor Ogle stated that it was important that residents reported issues with anti-social behaviour when it happened so that the police were aware and could gather the data they needed to take action. Reporting could now be done online.

2324-29 PRESENTATION FROM LOW CARBON ON INKERSALL SOLAR FARM

Councillors listened to a presentation from representatives from Low Carbon regarding the progress on construction of the Inkersall Solar Farm. A copy of the slides would be circulated to Councillors following the meeting.

A question and answer session followed. The Chairman sought agreement from Council to suspend standing orders to allow members of the public to ask questions too. At the close of the item the Chairman re-instated Standing Orders.

REPORTS FROM BOROUGH AND COUNTY COUNCILLORS

Councillor Dyke reported that, so far, 40 shops had applied for the shop front grants through the Town Deal fund.

Councillor B Bingham reported that the DCC AGM had been held and appointments made. Also, the Whittington Moor roundabout works were to take place over the next 3 weeks so the roads would be closed off for resurfacing and edging stones installation.

Councillor A Hayes provided a detailed report (copy appended to the minutes) covering the new Mayoral Combined Authority and announced that there would be a directly elected Mayor with elections for this happening next year.

The Staveley Library was to be relocated and plans had been approved by the DCC Cabinet. A public consultation would be undertaken.

Cllr Hayes continued to campaign for road re-surfacing works but each inspection had been met with rejection as the roads did not meet the criteria for works to be undertaken. She asked that people reporting pot holes online etc also inform her so she could collate them as part of a larger campaign.

A replacement bus shelter had been agreed for the summerskill green stop provided that CBC would take on the maintenance from installation.

There was a scheme to trial Speed Indicator Devices (SIDs) ongoing and Cllr Hayes would support an application from the Town Council or community groups to have these installed.

Councillor B Bingham stated that he had already raised this with the Town Clerk and explained that the recipients of the SIDs would need to secure professionally trained people to install and move them about as necessary between three locations.

Councillor Mann asked if the Borough Council had given the Town Council notice regarding the demolition of the market store. The Town Clerk replied that they had not, and that a letter that she had been expecting had also not yet arrived.

Councillor Wilson sought clarity on who was paying for the library to move. Cllr Hayes confirmed that the actual move and fit out would be paid for by DCC. The building itself was the only thing being funded by the Town Deal money.

Councillor B Bingham confirmed that the current library building was being put forward for disposal and that it was not a listed building.

**ANNUAL GOVERNANCE AND ACCOUNTABILITY STATEMENT
(AGAR) 2022-23****a) To receive the report of the Internal Auditor**

The Town Clerk advised Councillors that a slightly revised conclusion to the internal auditors report had been submitted shortly before the meeting and read it out. A copy would be circulated after the meeting. The Clerk confirmed that the actions to be taken in response to the report would be discussed through the Policy, Finance and Publicity Committee and picked up as part of the Improvement Board activity with recommendations brought back to Council as necessary.

RESOLVED:

That the report of the Internal Auditor be received.

**b) To complete and approve the Annual Governance Statement
(Section 1 of the Return)**

The Clerk took Councillors through the Annual Governance Statement and encouraged discussion on the answers to be selected. The Clerk completed the answers as voted upon by Councillors.

RESOLVED:

That the Annual Governance Statement be approved and signed by the Chairman and the Clerk.

c) To approve the Accounting Statements (Section 2 of the Return)

The Town Clerk presented the Accounting Statements and background information provided by the accountant. The highlights to note were that the Council finished the year with a surplus of approx. £54,000. Excluding loans the Council had achieved an income over budget of approximately £100,000. Overspends against budget were noted on the staffing structure of approximately £90,000 (excluding redundancy costs) with smaller overspends against budget on myriad budget lines. The Town Deal project had not been budgeted for and this was a significant proportion of the departure from the budget.

The previous year's figures had required restating following feedback from the External Auditor and this had been done in accordance with their comments. This related to income being incorrectly deferred forward to 2022-23 as a result of a misunderstanding of how it had been coded in the software. The final External Audit report for the 2021-22 year was still awaited. The overall position was not changed as a result and the Council still had negative reserves although this was now moving in the right direction, having received the loan prior to year-end.

The Clerk reminded Councillors of the outstanding issue relating to the Tomlinsons contract for the Town Deal project and this was not yet resolved, however it was possible that there was outstanding money due to the Council from Tomlinsons in relation to utilities during the refurbishment of the Hall. The Town Clerk was investigating but this was taking some time to resolve. It was expected that the bill would be between £20,000-30,000 but as yet no invoice had been received from them for the recent project so could not be included at this time.

2324-32 SUSPENSION OF STANDING ORDERS

As the meeting was approaching 2 hours it was considered if the business could be completed with a short time extension.

RESOLVED:

That Standing Order number 3y be suspended for a period of 30 minutes beyond 8pm to enable the business of the meeting to be completed.

2324-33 FINANCE MATTERS

- a) To approve the schedule of payments to 31 May 2023.

The Town Clerk responded to queries relating to window cleaning and shredding bins.

RESOLVED:

That the schedule of payments to 31 May 2023 be approved.

- b) To note the Summary of Income and Expenditure to 31 May 2023

RESOLVED:

That the summary be noted.

- c) To note the bank balances as at 20 May 2023:

- i. Co-op current account: £7,000
- ii. Co-op 14 day account: £35,094.01
- iii. Co-op Savings account: £20,490.01
- iv. Petty Cash/Floats: £342.17

Total Funds held: £62,926.19

In response to a query it was confirmed that the Council had received additional CIL monies of approx. £102,000 and the money owed from the Town Deal project during June. The receipt of the CIL money had been delayed pending the Council approving the Annual CIL report. This had in turn been delayed pending advice from CBC officers on what the money was able to be spent on and this was not received until late April 2023.

RESOLVED:

That the bank balances be noted. As set out above.

- d) To approve the Cashflow/Finance update report for distribution to CBC

The Clerk explained that this report was part of the agreement for the loan and that she would like Council to sign off on it before it was submitted to CBC.

Councillor Jacobs queried the cost of the Speedwell and requested a breakdown of expenditure and income.

RESOLVED:

That the report be approved for circulation to CBC.

- e) To approve the acceptance of a grant of £4,500 from Derbyshire County Council to set up a lantern procession and associated workshops for the 2023 Christmas Switch-on Event.
The Town Clerk explained that this had formed part of a larger bid but this was the only part which had received funding. She would continue to look for funding for Remembrance and the Christmas Lights. In response to a query, if the event could not go ahead then the money would be returned to the County Council.

RESOLVED:

That the grant be accepted.

- f) To approve the set up of a CIL workshop for all Councillors to attend and develop priorities for CIL expenditure for recommendation to council for public consultation.

RESOLVED:

That the CIL workshop be approved subject to being held in an evening to enable maximum attendance by Councillors that work.

- g) To approve the set up of a workshop for all Councillors to attend (in September 2023) to develop the Council's Corporate Plan for 2024-2027.

RESOLVED:

That the Corporate Plan workshop be approved subject to being held in an evening to enable maximum attendance by Councillors that work.

2324-34

**EXCLUSION OF PRESS AND PUBLIC – PUBLIC BODIES
(ADMISSION TO MEETINGS) ACT 1960**

RESOLVED:

That under the Public Bodies (Admission to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following item as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

Members of the public were thanked for their attendance. The meeting adjourned at

8:05pm for a short comfort break and reconvened at 8:11pm.

2324-35 STAFFING MATTERS

Councillors considered the report of the Town Clerk and RFO.

Councillors were keen to ensure that the Town Clerk and RFO was properly supported. Discussion was held regarding the need for clear objectives and a request for costings for a full year was made.

RESOLVED:

- a) That the additional post of Assistant Clerk, with the Job Description and Person Specification as set out in Appendix 1 to the report, at 16 hours per week commencing at £16.16 per hour be approved.
- b) That the posts of Caretaker/Maintenance operative be renamed to Facilities Assistants.
- c) That the appointment of the third part-time Facilities Assistant be delayed until the results of the trial operating procedures are known and subject to budget and finances.

The Chairman closed the meeting at 8:25pm.

Signed: _____

DRAFT COUNCIL DELIVERY PLAN 2024-2027

MEETING: ORDINARY MEETING OF FULL COUNCIL

DATE: 26 SEPTEMBER 2023

REPORT BY: TOWN CLERK AND FINANCIAL OFFICER

1.0 PURPOSE OF REPORT

- 1.1 To seek Council approval of the content of the draft Council Delivery Plan 2024-2027 so that it can be passed on to the next stage of design.
- 1.2 To seek Council approval to put the draft plan out for consultation with the general public.

2.0 BACKGROUND AND INTRODUCTION

- 2.1 The Council agreed to run workshops with Councillors in order to generate a draft Council Delivery Plan. The workshops were held on 3 evenings through September.
- 2.2 Representatives from all parties on the Council were present and had input into the sessions.

3.0 DRAFT COUNCIL DELIVERY PLAN

- 3.1 At appendix 1 of the report is the draft content for the new Delivery Plan. Alongside this will sit the Improvement Plan which is currently drafted and awaiting recommendation through to Council from the Policy, Finance and Publicity Committee as well as the CIL Priorities List once approved.
- 3.2 The content draws on the discussions and the specific projects which Councillors listed and these have been prioritised into the remaining three years of the plan. Some activities are underway and have been included so that they are recognised as being within the Council's workload.
- 3.3 The next stage will be to consult with the public about the ideas contained in the plan before the Council considers the final plan for approval. It is proposed that a consultation period be held through October to feed into the November meeting. The plan can then be used as part of the Budget Setting process.
- 3.4 The Plan will need to be 'designed' in order to make it engaging. This will be carried out by the Town Clerk's team prior to issuing a consultation questionnaire. It is suggested that the draft plan and questionnaire be circulated to Councillors for comments before being finalised by the Town Clerk and issued to the public.

4.0 RECOMMENDATIONS

- 4.1 That Council approve the content of the Draft Council Delivery Plan as set out at Appendix 1 to the report.
- 4.2 That the design of the document and the consultation questionnaire be delegated to the Town Clerk.
- 4.3 That the Town Clerk be delegated authority to start the consultation through October, subject to all Councillors being offered opportunity to comment upon the documents prior to issue.

Sabrina Doherty
Town Clerk and Financial Officer

Staveley Town Council

Council Strategic Delivery Plan 2024-2027

CONTENTS

1. Introduction

2. Our Mission

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4. Our Values

5. Our Priorities and Action Plan

6. Monitoring and Review

1. Introduction

Following the elections held in May 2023 the Council now has a significant number of new Councillors and no party has overall control. Whilst this presents its own challenges, councillors are working together to create a new vision for the Council and the township which it serves.

Having faced an extremely difficult and distressing period of revelations regarding the Council's accounts and its financial situation, the Council has welcomed a new Town Clerk, Sabrina Doherty, who joined the Council in October 2022. Sabrina has led the Council through a necessary transformation and has been working to improve its governance and accountability along with its transparency.

Whilst there have been major changes in operational methods and personnel, following a short pause in its outward service provision, the Council is now able to deliver services for residents again, starting with the weekly market, Remembrance and Christmas Switch-on events.

The Town Clerk together with a very capable, reduced team has continued to operate Staveley Hall and the Speedwell Rooms, making improvements to the interiors, freeing up more lettable rooms. Many unnecessary contracts have been cancelled and improvements to the finance system have identified errors which have resulted in savings of over £93,000 in utility costs. There is still much work to be done.

This document represents the Council's recognition that it must strive to do better and shows its determination to improve to ensure that it fulfils its purpose to enhance the quality of life for the residents of Staveley.

Over the next three years the Council will put in place foundations which will address the financial and governance issues it has faced, as well as responding to wider challenges such as the impact of climate change and the aftereffects of the pandemic. Delivering the actions highlighted by the five core priorities will be both exciting and challenging, requiring collaboration with key stakeholders and partners.

There is a large amount of investment and development in progress within the township which will continue over the next five to ten years. The Council has a critical role to play in making sure that residents' voices are heard. To do this it will need to have a mature, outcomes based, approach. Investment in training for both Councillors and Employees will be essential to ensuring that the Council can meet expectations and fulfil its potential.

This plan represents the start of the Council's journey in developing a strong reputation for community leadership and effective service delivery. The Council has set 5 priority areas to focus on over the next 3 years:

1. Health and Well-being
2. Sustainable Future
3. Tourism and Economy
4. Community Development
5. People, Assets and Governance

2. Mission Statement

The Council's purpose is to improve life for the residents of Staveley by promoting the social, environmental and economic well-being of the local community, through sustainable value for money service provision and leadership, working with and influencing partners to achieve our vision for the parish.

3. Vision Statement

In examining itself as an organisation the Council has acknowledged that in the past it has been reactive to circumstances instead of proactive in planning for the future. Whilst the Council needs to maintain an agile capability to take advantage of new opportunities, it also needs to have an eye on the bigger picture with a longer term focus.

In setting a vision the Council has considered a vista 15 years into the future. Whilst that clearly extends beyond the term of this administration, it does not bind future councils from changing direction as circumstances may dictate. Indeed this 3 year plan may need to change course as work progresses and new situations arise. What it does provide is a stable vision for which to plan strategic actions to undertake. It provides an understanding that a steady pace will achieve more and allow a quality of service provision that would not be achieved by rushing to do everything all at once. Above all, it enables the Council to budget effectively to achieve sustainable delivery.

When reviewing the strengths and challenges across the township of Staveley, the Council has recognised that there is a strong sense of community within each of the settlements, which should be celebrated; but equally there needs to be a better connection between them all. The Council will strive to bring unity by demonstrating that we are 'stronger together'.

"Staveley will be a thriving, safe, well-kept, parish drawing on its wealth of heritage and leisure activities to sustain tourism, a diverse jobs economy and a vibrant town centre. Health and social inequalities will be a thing of the past with everyone having access to fresh, locally grown food, quality public services and better employment opportunities."

4. Our Values

The Council has nine core values which underpin everything it does to achieve its purpose:

- Inclusive
- Fairness
- Integrity
- Enthusiasm
- Accountability
- Realistic
- Sustainable
- Fiscally Responsible
- Approachable

5. Our Priorities and Action Plan

The Council promotes civic pride through delivery of a range of services and functions. The Council has adopted the General Power of Competence and this gives wider freedoms and enables the Council to consider alternative methods of delivery. For the most part the Council is focused on delivering things within the wide-ranging statutory powers it is already granted. Underpinning everything that the Council will do is an intent to listen and ensure that policy decisions are community led.

In setting the priorities the Council acknowledges that there will be some overlap between them where themes are cross-cutting. It is also clear that there is not the capacity or resources to deliver against everything and so will be heavily reliant on CIL funding and external grants. This may mean that some projects have to be pushed back until sufficient funding and/or capacity is achieved.

Health and Well-Being

Priority outcomes:

- ❖ More residents participate in healthy activities
- ❖ Increased access to locally grown, fresh produce
- ❖ More engagement with social activities

Action	Responsible Committee	Timescale
Promote local walks	Leisure and Community	Ongoing, start asap
Improvements to Allotments: <ul style="list-style-type: none">- School involvement- Produce a new policy- Revise Tenancy Agreement- Review allocations process- Review rents- Promotion on website- Clearance of Barrowhill	Policy, Finance and Publicity	Start by April 2024
Create a website directory of local groups	Leisure and Community	By end of March 2025
Devolve greenspace management eg Memorial Gardens	Policy, Finance and Publicity	Start in 2026-27.

Sustainable Future

Priority outcomes:

- ❖ Reduced pollution across the parish
- ❖ More environmentally friendly developments
- ❖ Increased biodiversity

Action	Responsible Committee	Timescale
Declare a Climate Emergency	Council	November 2023
Calculate the Council's carbon footprint	Planning and Environment	By April 2024
Adopt an Environment Policy	Council	31 December 2023

Create awareness around pollution, waste management etc	Planning and Environment	Commence in 2024-25
Create a Neighbourhood Plan	Planning and Environment	Commence asap
Improve the Council's response rate to planning applications	Planning and Environment	Commence asap
Arrange for Tree Planting Schemes	Planning and Environment	Commence 2025-26
Improve biodiversity by planting for pollinating insects	Planning and Environment	Commence 2024-25
Plant Christmas Trees in all settlements	Planning and Environment	Start November 2024

Tourism and Economy

Priority outcomes:

- ❖ Increased visitors to the area
- ❖ More well-paid, quality jobs available with a matching employment base of local people
- ❖ Increased dwell time in Staveley town centre

Action	Responsible Committee	Timescale
Improve Heritage Awareness <ul style="list-style-type: none"> - Expand information on new website - Create/promote Heritage Walks - Introduce a Blue Plaque Scheme - Install Interpretation Panels to create a trail - Create a Heritage Centre at Staveley Hall - Install brown signs 	Leisure and Community	Ongoing throughout the plan period Start 2024-25 Start 2025-26 Start 2025-26 Start 2024-25 By end of 2024-25
Improve employment opportunities <ul style="list-style-type: none"> - Declare Staveley to be an Apprenticeship Town - Offer work experience placements - Hire an apprentice 	Policy, Finance and Publicity	2024-25 2026-27 2026-27
Improve Events Provision <ul style="list-style-type: none"> - Host an Open Gardens - Events at Staveley Hall - Attract Exhibitions to Speedwell Rooms 	Leisure and Community	Commence asap for May 2024 Commence 2024-25 Commence 2024-25
Create a Marketing Strategy <ul style="list-style-type: none"> - Tie to website, link and promote local attractions 	Policy, Finance and Publicity	Start 2024-25
Market Improvements	Policy, Finance and Publicity	Already commenced – further work to be done in 2024-25
Improve Public Toilet Provision	Policy, Finance and Publicity	Start 2026-27
Improve CCTV	Policy, Finance and Publicity	Start 2026-27

Community Development

Priority Outcomes:

- ❖ Improved civic pride in the parish
- ❖ Increased social interaction across communities
- ❖ Improved sense of well-being

Action	Responsible Committee	Timescale
Street Scene Improvements <ul style="list-style-type: none"> - Provide/repair benches 	Leisure and Community	Start 2023-24

- Improve floral displays		
Encourage community groups	Leisure and Community	Start 2024-25
Increase greenspaces	Planning and Environment	Start 2024-25 but phase across the remainder of the plan period
Improve parks and play provision	Leisure and Community	Start 2025-26
Develop Staveley Hall Gardens eg install benches	Leisure and Community	Start 2024-25
Run car boot sales/tables top sales at Speedwell Rooms	Leisure and Community	Start asap
Introduce a community café similar to the Speedwell Eatwell project	Leisure and Community	Start 2026-27
Hold themed community picnics at Staveley Hall	Leisure and Community	Start 2024-25

People, Assets and Governance

Priority outcomes:

- ❖ Increased trust from local residents and businesses
- ❖ Reliable, well performing, value for money services
- ❖ Improved reputation with public sector partners

Action	Responsible Committee	Timescale
Achieve the Local Council Award Scheme Accreditation: <ul style="list-style-type: none"> - Adopt an improvement plan - Foundation level - Quality - Quality Gold 	Policy, Finance and Publicity / Council	By end of 2023-24 By end of 2024-25 By end of 2025-26 By end of 2026-27
Build up general reserves	Policy, Finance and Publicity	Ongoing through life of this plan
Build up Earmarked reserves	Policy, Finance and Publicity	Ongoing through life of this plan
Create and Asset Management Plan	Policy, Finance and Publicity	Start asap
Introduce a Councillor Training Plan	Policy, Finance and Publicity	Already in progress – more improvements ongoing throughout the life of the plan
Adopt a social media policy	Policy, Finance and Publicity/Council	Start 2024-25
Adopt a media policy	Policy, Finance and Publicity/Council	Start 2024/25
Interim Staffing Review	Policy, Finance and Publicity	Start November 2023 as part of budget preparations

6. Monitoring and Review

The actions contained within this plan will be regularly monitored to ensure progress on delivering the priority outcomes. Targets will be fed down through the Council's appraisal process to ensure that all team members are connected to the Council's priorities.

Six monthly reports will be provided to the Council to help monitor performance with regular project updates to relevant Council committees.

Regular news updates will be posted to the Council's website and social media channels.

An end of year 'Annual Report' will also provide updates on the Council's progress and achievements.

CIL PRIORITISATION AND EXPENDITURE REQUESTS FOR 2023-24

MEETING: ORDINARY MEETING OF FULL COUNCIL

DATE: 26 SEPTEMBER 2023

REPORT BY: TOWN CLERK AND FINANCIAL OFFICER

1.0 PURPOSE OF REPORT

- 1.1 To update Council on the outcome of the CIL workshop held on 1 August 2023 and seek approval for the CIL projects list developed and priorities established.
- 1.2 To seek approval for items of CIL expenditure, namely Christmas Lights refurbishment and operation costs and adoption and replacement of street furniture (benches) at Woodthorpe Memorial and Lowgates, and creation of a green space at Woodthorpe.

2.0 BACKGROUND AND INTRODUCTION

- 2.1 In February 2022 the Council was alerted to an issue with the mis-coding of CIL income and as part of the report considered it was proposed that the council adopt a CIL allocations policy.
- 2.2 Unfortunately, there seemed to be a misunderstanding about what CIL could be spent on and how it could be utilised and so it was proposed that a workshop be held with the new council which would include a training element to help Councillors understand what CIL money is and how it should be spent.
- 2.3 At the workshop, Councillors were asked to consider what types of infrastructure they would like to spend the CIL money on and then asked to prioritise the list so that it would be easier to allocate funding as and when it was received.
- 2.4 The prioritisation process was set out as a proposed addition to the existing draft CIL policy. It is unclear from the minutes whether the policy presented had actually been approved in February 2022 and so to be sure, the Council should consider the draft at Appendix 1 and determine if it will approve it as policy.
- 2.5 The CIL funding has been restored and is currently set aside in one of the Council's savings accounts, however the Council will need to have spent £28, 809.40 before 31st March 2024 to remain compliant with the CIL regulations.

3.0 DRAFT CIL PROJECTS LIST

- 3.1 At appendix 2 of the report is the draft CIL projects list. No finances were attached to any of the suggestions at this stage as they are not fully worked up projects. However, there are several potential options to allocate spend to for this year which the Council is asked to consider as follows:

3.2 Christmas Lights

- 3.2.1 The Council has been renting its Christmas Lights for a number of years but has a stock of lights which have not been used for some time. In order to keep costs down for the next few years it is suggested that the Council refurbish its Christmas Lights. Whilst there will be a one off cost for this year for approx. 28 light fittings this will mean that the cost of lights for the next 3-5 years will not be as high as previous years.
- 3.2.2 As there is no grant funding forthcoming this year it is suggested that the costs of putting the lights up and purchase of the trees for the Church lawn be spent this year from CIL funding. The provision of seasonal decorations is key to promoting the Town Centre and encouraging tourism and would therefore be valid expenditure as part of the town infrastructure. There were no objections from the Borough Council officers upon checking with them.
- 3.2.3 A detailed quote is attached as confidential Appendix 3. Please note that the details are confidential due to commercial sensitivity but the total price quoted is £15,449. In addition there are costs for lamp post testing to take into account. It is estimated that this will increase the overall lights costs to approx. £15,701 for this year.
- 3.2.4 There will also be the costs of the Christmas Trees to consider. One for the town centre at a height of 18-20ft will cost approx. £500 including delivery, we will then need to put it up ourselves. In addition, there are usually 3 trees on the church green and 1 in the Staveley Hall grounds. The cost for these trees is still awaited. We expect that the total costs for all of the trees will be approximately £2,000.
- 3.2.5 Council is asked to consider approving a supplementary estimate for the budget of £18,000 to cover the costs of Christmas decorations for the Town Centre and these costs be met from CIL funding for this year only.

3.3 Speedwell Rooms Improvements

- 3.3.1 Council will remember that there was a problem with the flat roof leaking and that this had resulted in damage to internal ceilings in two of the smaller rooms off the hall. Whilst the facilities team have shored up the ceilings so that they do not present a danger to users, they do need to be repaired. The cause of the leaking has been ascertained to be the blocked downpipes and gutters which appear to have not been cleaned out for a number of years. The roof itself seems to be sound. Monitoring of the situation, following clearance of the gutters etc, has been carried out and now the ceilings can be repaired.
- 3.3.2 Whilst much minor maintenance work has been carried out and overall the building is looking much tidier, the rooms off the side of the main hall are not performing as well as they could. Feedback from potential customers has shown that the tired and dated look of the spaces is putting them off and they ultimately stay in the venues that they currently occupy but are unsuitable for their needs. If the Speedwell Rooms were redecorated then more hires could be achieved.

- 3.3.3 Whilst there are some grant funding opportunities that could be explored the Council will need to put in match funding for the majority of those. It is suggested that the Council set aside a budget of £50,000 of CIL money which will enable the Council to access the Community Ownership Fund (COF) for an additional £200,000 to put towards refurbishments.
- 3.3.4 It is proposed that the refurbishments focus on the three ancillary rooms along the front of the building and the small kitchen as well as improving the access to the building by creating an access ramp across the front of the building so that everyone can enter through the front door, instead of some having to use the fire exits at the back for level access. The canopy on the front of the building needs to be removed and the sign fixing to the flat front of the building.
- 3.3.5 A fully costed scheme will have to be worked up for the bid to the COF but the above gives a flavour of the proposals. Focus will be on the interior: flooring, ceiling repairs, painting, lighting and new curtains/blinds. New windows for the three rooms as the existing ones are outdated and do not offer good insulating properties. The current small kitchen cupboards are falling apart and need replacing. If possible within the overall bid amount and with any additional funding that can be sought, solar panels could be installed to reduce ongoing costs. Additionally, as the boilers are currently housed outside in an area that floods it is suggested that the boiler be brought inside and situated in the largest room where the gas enters the property and reconfigured to heat the small rooms only. The large hall does not need heating.
- 3.3.6 In the main hall the lighting is all at the end of its life and needs to be replaced for LED panels. With some minor alterations (starting with the lighting), the hall can also be utilised for sporting activities which could make it more attractive for daytime hires eg offering badminton, indoor cricket, netball and 5 a-side football etc. If funding can be obtained to pay for the 'conversion' ie purchasing of netting, padding for pillars and removal of redundant radiators/piping, Council should consider this as an additional use for the space.
- 3.3.7 Additionally, the majority of the tables in the hall are no longer suitable for use. They are heavy and difficult to move and, as they don't fold down, they take up a lot of valuable space when not in use. The tables have been in use for a couple of decades and are now chipped around the edges which presents a hazard to people's hands and clothing. Ideally these would be replaced with lighter fold away tables.
- 3.3.8 Potentially there could be some remodelling of the toilets to reclaim wasted space which will make movement around the building easier and provide for a better reception office space to be created from the current cloakroom area. Ideally the accessible toilets will be brought upto modern standards too. If possible within the funding profile we would update the CCTV and add in a mag-lock which links to the lights so that evening and weekend lets can attend without requiring a caretaker to be present. Cameras which will allow remote monitoring will assist with ensuring that the building is secure.
- 3.3.9 The suggested works are appropriate for CIL expenditure. Councillors are asked to approve the use of £50,000 of CIL as match funding and to delegate the development and submission of an appropriate bid to the Town Clerk and RFO

so that the relevant funder deadlines can be met. A copy will be circulated to all Councillors to keep everyone informed.

3.4 Street Scene Improvements

- 3.4.1 As part of the emerging Council Delivery Plan, Councillors have expressed a desire to become more involved with street scene maintenance. It has been proposed that the Council seek to take over maintenance of benches in the parish starting with one at the Woodthorpe memorial site and 2 in Lowgates near to the pizza shop.
- 3.4.2 The Council could allocate upto £3,000 of the CIL funding that needs to be spent before March towards getting these benches replaced. It has been suggested that a recycled material be selected which will ensure a long lifespan for the bench.
- 3.4.3 The Town Clerk has approached the Borough Council to ensure that they had no objections to the actions proposed and they have come back with confirmation that they would be happy for the Town Council to adopt the benches. They have also provided a list of benches that the Council could adopt and begin a programme of repair/replacement using CIL funding as set out below:

- 1-Porter st/ rectory rd. junction. X1
- 2-Front Devonshire flats 37-47 facing main rd near traffic lights numbers X2 in place but x1 would be sufficient
- 3-Outside Staveley hall near roundabout
- 4-Pullman close junction near pizza uno X2
- 5-Woodthorpe memorial x1
- 6-workshop rd. opposite norbriggs rd junction near traffic lights x1
- 7-junction Woodthorpe rd/B6419 bolsover rd x1
- 8-junction Workshop rd./ B6419 renishaw rd Junction near traffic lights x1
- 9-St Johns Rd land that backs onto the A619 x2
- 10-private Drive/pine st hollingwood grass area in front of hotel x1
- 11-church street in front of church staveley x2
- 12-church st staveley circular tree benches around tree near garage and mini roundabout

- 3.4.4 Council is asked to consider if it will adopt the benches as community assets to be added to its asset register and instruct the Clerk accordingly.

3.5 Re-Wilding Project, Woodthorpe

- 3.5.1 The Town Council has been approached by a resident group formed in Woodthorpe to help them to take over a section of dis-used highway/former lay-by which has become overgrown.
- 3.5.2 Attached as appendix 4 to the report is a set of plans and an aerial photo of the site for reference.
- 3.5.3 The proposal is to reclaim the area for residents to get involved in planting wildflowers, setting in raised beds and some benches to make it a place for dog

walking and community interaction, whilst increasing the biodiversity of the area with plants for pollinating insects.

- 3.5.4 Derbyshire County Council officers are keen for the project to go ahead but require the assurance of the Town Council's involvement before they will grant the relevant licences to allow the works to go ahead.
 - 3.5.5 The Town Council will need to apply for a cultivation licence (free) and an Objects in the Highway Licence (£100) from the County Council. In doing so, the Town Council takes up the responsibility for the site. The residents group is forming a properly constituted organisation and is seeking grant funding to help them with the clearance works and preparing the raised beds etc and purchasing plants. Ultimately, the Town Council will only need to become involved if the group were to disband and then it could simply hand the land back to the County Council. Depending on the circumstances there may be a cost implication to remove the objects before doing so.
 - 3.5.6 The project is in line with the emerging Council Delivery Plan and will support an underpinning aim towards supporting biodiversity and increasing greenspaces for community use. It is therefore recommended that the Council support the project and make the relevant applications using CIL funding for the application costs. Council may wish to consider if they will provide further funding from CIL towards supporting the project, eg purchasing a bench.
- 3.6 Friends and Fans of Staveley Voluntary Group
- 3.6.1 The Town Clerk has been asked to support the setting up of a voluntary group which will assist with providing maintenance of the memorial gardens, Church Street flowerbeds and Staveley Hall Gardens. The intention of the group is to provide litterpicking and gardening support to the upkeep of the mentioned areas.
 - 3.6.2 The Town Clerk has assisted with providing a constitution and the group has been allowed to meet at Staveley Hall to get them going. They are currently operating a tea and toast morning on Wednesdays from the café in Staveley Hall to assist with fundraising towards being able to undertake the abovementioned actions. The Group currently pays a nominal sum towards utility costs to cover their activity.
 - 3.6.3 Before the group can undertake activities on Borough Council land/assets, an approach needs to be made to the relevant officers to seek consent for the group to help. Similarly, to the Woodthorpe project, it is more likely that the Borough Council would allow such activities if the backing of the Town Council were present so that they know that professional risk assessments will be undertaken, and supervision/training provided. Council is therefore asked to consider if it would like to enter into a service level agreement with the Borough Council or to seek transfer of ownership of the Memorial Garden and/or the flowerbeds along Church Street as community assets.
 - 3.6.4 The maintenance of the areas mentioned is eligible for CIL expenditure and again, supporting community groups and adopting the memorial gardens and the flowerbeds along Church Street are identified within the emerging council delivery plan as projects to be undertaken in this administrative term.

- 3.6.5 Council is asked to consider if it would like to support this fledgling local group and allocate, say, £500 of the CIL money that has to be spent towards purchasing bulbs and shrubs for planting in Staveley Hall grounds and along Church Street. Alongside continuing to allow them to use the hall as a meeting place once a month and to use the café for tea and toast mornings, subject to the nominal fee to cover utilities. Once their bank account is open and they are able to apply for grant funding the usual hire fees can be applied.

5.0 RECOMMENDATIONS

- 5.1 That Council approve the Draft projects list as set out at Appendix 1.
- 5.2 That the Council agree a supplementary estimate of £18,000 be added to the budget and the quote for Christmas Lights/decorations be accepted and funded from CIL for this year.
- 5.3 That the draft CIL policy be approved and adopted.
- 5.4 That £50,000 be allocated from CIL, and set aside as an earmarked reserve as match funding to enable the Town Clerk to seek grants for upgrading the Speedwell Rooms. Delegated authority to be granted to the Town Clerk to put together a suitable programme based on the outline at section 3.3 of the report.
- 5.5 That the Council agree to adopt the benches listed at paragraph 3.4.3 allocate £3,000 of CIL to replacing 3 benches (Woodthorpe memorial and 2 benches at Lowgates) in this financial year. Delegated authority to be given to the Clerk to make the necessary arrangements.
- 5.6 That the Council support the proposal for a re-wilding project at Woodthorpe and instruct the Clerk to make the necessary applications to Derbyshire County Council, allocating £100 of CIL money to pay for the application.
- 5.7 That the Council consider if it would like to allocate a further amount of CIL to the Woodthorpe re-wilding project.
- 5.8 That the Council agree to support the Friends and Fans of Staveley Voluntary Group in getting established and consider whether to seek a transfer or enter into a service level agreement with Chesterfield Borough Council for the Staveley Memorial Garden and the Flowerbeds along Church Street. Instructions to be given to the Town Clerk accordingly.

Sabrina Doherty
Town Clerk and Financial Officer



STAVELEY

TOWN COUNCIL

LIGHTING THE WAY TO A BRIGHTER FUTURE

Community Infrastructure Levy Allocation Policy

Introduction

1. This document details the governance arrangements in place at Staveley Town Council for the allocation and spending of the Community Infrastructure Levy (CIL).
2. Developers pay this levy to the Charging Authority (Chesterfield Borough Council) who pass 15% of CIL receipts to the Town Council, this is known as the Neighbourhood Portion. This needs to be spent on locally determined infrastructure in areas where development takes place. This will rise to 25% should the Council have an adopted Neighbourhood Plan in place.

Background

3. Chesterfield Borough Council approved the introduction of the Community Infrastructure Levy (CIL) in 2015 and started charging in April 2016. CIL is paid to Chesterfield Borough Council by developers after their planning permissions are implemented. Since CIL was implemented, it has become the only significant means by which Chesterfield Borough Council is able to collect and pool developer contributions to deliver infrastructure improvements.
4. CIL is governed by the CIL Regulations 2010 (amended).
5. CIL is just one funding stream that can be used, in conjunction with others, to fund projects. Alongside CIL, S106 obligations will still exist, but generally as one-off agreements to mitigate the impacts of larger developments and to secure on-site developer requirements, such as the provision of affordable housing.

What can STC fund with its portion of CIL?

6. CIL can only be spent on funding infrastructure in the Town Council's local area, and allocations must demonstrate consultation with the local community. The Town Council must use CIL money to support the development of the local council's area, by funding:
 - The provision, improvement, replacement, operation or maintenance of infrastructure; or

- Anything else that is concerned with addressing the demands that development places on an area.
7. Typically, there are three broad categories of infrastructure:
- **Social** infrastructure: e.g. art and culture, sports halls, education, health, social care, emergency services, community centres, village halls
 - **Physical** infrastructure: e.g. pavements, cycleways, flood defences, highways, transport links
 - **Green** infrastructure: e.g. play areas, public open space, woodlands
8. The Town Council must be able to demonstrate that it is using CIL in consultation with residents to develop projects for funding that contribute to the infrastructure priorities in the area.
9. The Town Council should spend its local CIL monies within five years of receipt.
10. The Town Council is required to produce a publicly available annual report on how much CIL money we have received and how much has been spent. This will include a list of all the projects funded through CIL and an itemised cost for each one.

How STC will allocate CIL

11. The town council welcomes input from local groups/organisations or individuals for projects on which to spend CIL money. If the proposed projects are within the CIL regulations and are items on which the parish council may lawfully spend, then a prioritisation process will be carried out and the criteria outlined in this policy will be used as a ranking mechanism. A prioritised “CIL Project List” will be maintained and will be referenced when CIL funding becomes available. Organisations proposing their own projects may be requested to put forward costed and deliverable projects with multiple quotes and supporting information, such as financial accounts belonging to the beneficiary.
12. The full council will hold triage sessions during town council meetings to resolve whether to include the application on its future CIL Projects List and its level of priority in respect to other projects. Full council meetings are open to the public; however, the council may move into private session if commercial sensitivity is required in order to achieve best value for public money.

Criteria used by the parish council to rank projects for CIL expenditure

13. The CIL Project List is expected to cover projects providing, but not be limited to, the following **benefit categories**:
- Crime reduction
 - Traffic/Road safety

- Community engagement
- Leisure/Sport/Amenity
- Communication
- Public services/Public Safety
- Heritage protection
- Environmental/Climate change

14. In general, the council will use the following **primary criteria** to rank CIL projects against each other:

- **Community Benefit** – how wide an impact will the project have for Staveley Parish and how many people might benefit
- **Costs and Funding** – The overall cost of the project and any future expenditure it may generate, such as ongoing maintenance. Projects part-funded by the benefitting organisation or from grant funding may increase the ranking as it means more projects can be financed.
- **Deliverability** – how practical is the project and are there likely to be barriers around the planning or legal aspects
- **Environmental Benefits** – does the project offer benefits to the environment of the villages and show no negative impact

Secondary criteria under consideration may include:

- Projects that have a lifespan more than 15 years
- Projects that demonstrate the benefit will be sustained with revenue expenditure
- Projects that reduce running costs or increase revenue generation
- Projects that mitigate the detrimental effects of development, such as those delivering infrastructure identified as being required in the community
- Projects that connect developments to parish services and assets

Points to note

Inclusion on the CIL Projects List, or meeting some or all of the criteria for CIL ranking, does not commit the council to fund the project; all council spending decisions are made by a majority council vote. The council will periodically review the CIL Projects List following receipt of CIL funds and may resolve to award funding on the basis of current priorities and available funds. The council may ask for supporting information to be provided, such as group financial accounts, or multiple quotes for the work; this list is not exhaustive.

Date policy agreed:

Date for review:

Appendix - Staveley Town Council - CIL Neighbourhood Portion Bid Form

Applicant Details:	
Name of Organisation	
Contact Details:	Email: Telephone: Address:
Project Details:	
Brief description of project:	
What area will the project cover?	
What communities will benefit from the allocation?	
Briefly describe how the scheme will support and benefit the development of your local area by funding either: a) the provision, improvement, replacement, operation or maintenance of infrastructure; or b) Anything else that is concerned with addressing the demands that development places on an area:	

Please confirm which of the Council's priorities this project contributes to:

- To be updated following the approval of the CDP

Community Support:

How do you know that the community wants this? Please detail any consultation that has taken place or is needed:

Is this proposal supported by local ward Councillors representing the area where the project will be located? If yes, please provide confirmation below:

In addition to any Ward Councillor support, please provide confirmation of other local community support for the project:

Project Cost (including VAT):

Total project cost

£

What is the cost breakdown? i.e. to show expected budget lines on salaries (plus employer national insurance and pension contributions), overheads, marketing, building works, maintenance, equipment hire, feasibility, etc.

Total external funding secured

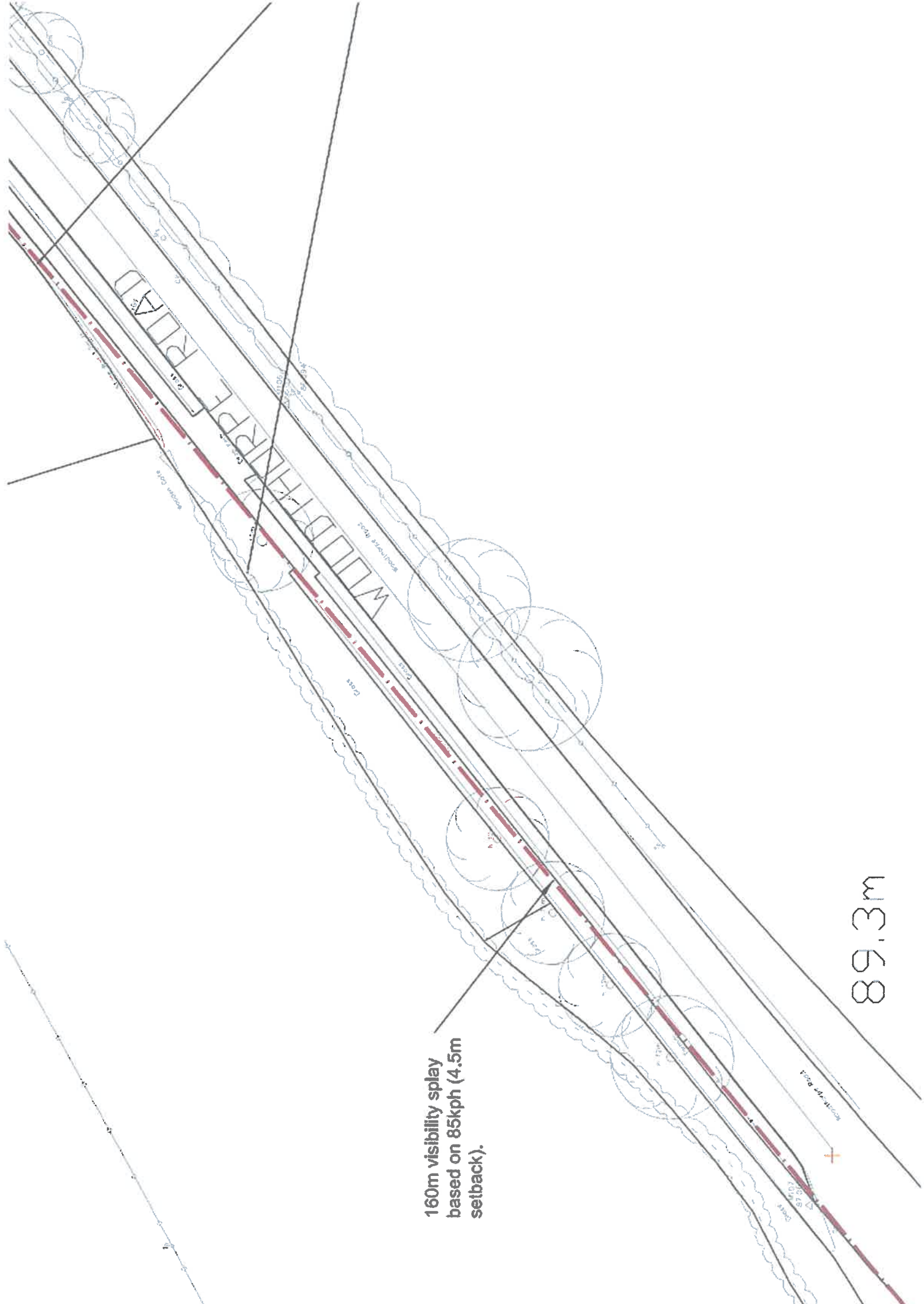
£

Total CIL funds sought	£
Delivery Details:	
<p>If this is a new project, has a PID been agreed by the Council? Y/N</p> <p>If yes, please give details:</p>	
<p>If a PID has not been agreed by the Council, please confirm that you have contacted an officer to discuss and please detail any relevant information below (e.g. who is preparing the PID and what timescales are involved?):</p>	

<p>Does this link to any existing Council projects? Y/N</p> <p>If yes, please give the details:</p>
Additional Information:
<p>Please detail any additional information that you may feel be helpful to this application:</p>

CIL Projects List

Project Name	Description	Est. total cost £	CIL Funding required £	Source of other funding	Project partner/s	Benefit Classification	Meets CIL Regulations (Yes/No)	Community Benefit		Costs and Funding		Deliverability		Environmental Benefits		Ranking	Project status	Comments	Decision	Rejection comments
							The provision, improvement, replacement, operation, or maintenance of infrastructure, or anything else that is concerned with addressing the demands that development places on an area.	How wide an impact will the project have for Staveley and how many people might benefit	The overall cost of the project and any future expenditure it may generate, such as ongoing maintenance.		How practical is the project and are there likely to be barriers around the planning or legal aspects		Does the project offer benefits to the environment of the town/villages and show no negative impact		Higher number = highest priority					
								Detail	Rank 1 - 10	Detail	Rank 1 - 10	Detail	Rank 1 - 10	Detail		Rank 1 - 10				
Tennis surfacing/fence	Resurfacing of the tennis court and repairing the fencing/netting. Part-funded by tennis club. Land/courts owned by tennis club and to remain so.	£60,000	£30,000	Tennis club funds	Staveley Tennis Club	Leisure/Sport/Amenity	Yes	400 tennis club members (mainly Staveley Town). Fitness, enjoyment, social aspects, and encouragement of sport for all ages.	9	Expected to last about 15+ years with no further expenditure expected until then.	8	No known barriers. Contractors have been identified and the land is owned by the applicant. No planning or legal implications.	8	No negative impact.	8	33	Ready to go	Engagement with tennis club reps at council meetings. All supporting information provided. Final decision on funding required in conjunction with quotes consideration.	To be decided	
Park Facilities - Hartington	Provision of play equipment	£30,000		CBC and TNL A4A	CBC	Leisure/Sport/Amenity	Yes	Children living in Hartington. Fitness, enjoyment, social aspects for both children and parents.		Expected to last about 15 years with minor maintenance aspects - will require regular monitoring and safety checks. ROSPA certification approx £135 pa		Will require agreement from CBC to proceed		No negative impact.		0	Just an idea	Will require engagement with residents to understand the age groups that will be using the equipment to ensure a suitable range is provided	To be decided	
Park Facilities - Inkersall (Beeley)	Provision of play equipment	£30,000		CBC and TNL A4A	CBC	Leisure/Sport/Amenity	Yes	Young children from Inkersall. Fitness, enjoyment, social aspects for both children and parents.		Expected to last about 15 years with minor maintenance aspects - will require regular monitoring and safety checks. ROSPA certification approx £135 pa		Will require agreement from CBC to proceed		No negative impact.		0	Just an idea	Will require engagement with residents to understand the age groups that will be using the equipment to ensure a suitable range is provided	To be decided	
Park Facilities - Woodthorpe	Provision of play equipment	£30,000		CBC and TNL A4A	CBC	Leisure/Sport/Amenity	Yes	Young children from Woodthorpe. Fitness, enjoyment, social aspects for both children and parents.		Expected to last about 15 years with minor maintenance aspects - will require regular monitoring and safety checks. ROSPA certification approx £135 pa		Will require agreement from CBC to proceed		No negative impact.		0	Just an idea	Will require engagement with residents to understand the age groups that will be using the equipment to ensure a suitable range is provided	To be decided	
Park Facilities - Duckmanton	Provision of play equipment	£30,000		CBC and TNL A4A	CBC	Leisure/Sport/Amenity	Yes	Young children from Duckmanton. Fitness, enjoyment, social aspects for both children and parents.		Expected to last about 15 years with minor maintenance aspects - will require regular monitoring and safety checks. ROSPA certification approx £135 pa		Will require agreement from CBC to proceed		No negative impact.		0	Just an idea	Will require engagement with residents to understand the age groups that will be using the equipment to ensure a suitable range is provided	To be decided	
Park Facilities - Top pitch Middlecroft	Provision of play equipment	£30,000		CBC and TNL A4A	CBC	Leisure/Sport/Amenity	Yes	Children living in Middlecroft. Fitness, enjoyment, social aspects for both children and parents.		Expected to last about 15 years with minor maintenance aspects - will require regular monitoring and safety checks. ROSPA certification approx £135 pa		Will require agreement from CBC to proceed		No negative impact.		0	Just an idea	Will require engagement with residents to understand the age groups that will be using the equipment to ensure a suitable range is provided	To be decided	
Benches	Street Scene improvements across the parish by adopting and repairing/replacing benches	£10,000				Leisure/Sport/Amenity	Yes	All residents across the parish		Will replace benches with sustainable recycled plastic benches to prolong life and reduce ongoing maintenance costs. Will create an earmarked reserve to save for future repairs/replacement needs. Will require regular inspections to ensure that there are no hazards.		CBC officers consulted on the first 3 benches to be targeted. No objections to the council adopting them and they are considering others that may be appropriate. Siting of new benches will require land owners consent and possible OIH licence from DCC.		No negative impact.		0	In Discussion		To be decided	
Planters	Provision of/adoption and maintenance of planters across the parish - initial focus on Staveley to tie to the Town Deal					Leisure/Sport/Amenity	Yes	Residents and visitors to the area		Will require an ongoing small maintenance budget, however a volunteer group has been formed and will support.						0	Just an idea			
Community Artworks	Provision of murals or sculptures across the parish - initial focus on Staveley to tie to the Town Deal					Community engagement	Yes	Residents and visitors to the area		Will require an ongoing small maintenance budget for cleaning and repairs. EMR to be created to save a small fund.						0	Just an idea			
Refurbish Christmas lights	Refurbishment of old christmas lights to enable more sustainable costs for future light displays. Purchase of Christmas trees and operational costs for 2023.	£18,000	£18,000			Leisure/Sport/Amenity	Yes	All residents and town centre businesses.	10	The initial refurb and operation costs for this year will be a one off CIL expenditure but ongoing annual costs will be budgeted for. Additional lighting may be looked at for future years.	10	Straight forward project - all contractors and contacts in place to complete for 2023 Christmas display.	10	Improved lighting filaments will reduce the amount of electricity required to power the lights.	8	38	Ready to go		To be decided	
Refurbish Speedwell Rooms	Phased programme of refurbishment required to enable rooms at front of the building to be let. Initial programme of new flooring, removal of old plumbing and painting walls to be undertaken with new window treatments and update of small kitchen. Ice machine and soft drinks dispenser to be added to the main bar to make it more economical to run.	£30,000	£10,000	TNL A4A, viridor, Community Ownership Fund		Leisure/Sport/Amenity	Yes	The Speedwell Rooms is available for all residents to book and use. It provides a large event space and community centre facilities. It could also be converted for sports use in the main hall, although this would be a separate phase.	10	Improvements to the flooring will reduce ongoing maintenance and provide a more pleasant space which people will want to rent. The improvements will ensure that income is increased making the building more sustainable.	10	All works are internal and do not require planning consent as they are decorative in nature.	10	No negative impact.	8	38	Ready to go	The Council has interest from a department at DCC for weekly daytime bookings but they are waiting for works to be done before moving from the current location.	To be decided	
Provision of Youth Facilities	Create a questionnaire to be distributed to secondary schools to find out from young people what facilities they would like to have. Current ideas are to provide a skatepark, BMX park and sports facilities such as basketball courts and 5 aside pitches.															0	Just an idea	There may be a small cost in printing for this depending on how schools will help to distribute to their pupils. Some advice on how to word this for the younger generation to engage with may be required and incur a small cost.	To be decided	
Roof at Staveley Hall	Flat roof area leaks when the drain gets blocked - an inspection of roof timbers needs to be undertaken by a specialist and any works will then be costed and brought back.	£2,500	£2,500	HLF, Community Ownership Fund		Heritage Protection	Yes	The Hall is a significant heritage asset and potential tourism generator for the area. The Council has a legal duty to preserve the hall whilst it is the owner.	8	There may be additional maintenance costs once the inspection has been carried out depending on the extent of water damage incurred over the past few years.		Listed building consent may be required, further research required.		No negative impact		8	Not Started		To be decided	
Allotments	Improvements to Barrow Hill site to try to get it back into operation. Initial clearance works and then retesting of soil to understand issues previously raised.	£5,000	£5,000	Community Ownership Fund		Leisure/Sport/Amenity	Yes	Residents of Barrowhill currently do not have local allotment space. As the most deprived area in the Parish the residents will benefit significantly from the provision of such an amenity	10	Future maintenance of the site will need to be factored into rental prices. There may be further remedial works required, a further decision will be taken at the point that this is revealed.	8	Initial clearance by a professional contractor will not require any permissions.	10	Ability to produce fruit and vegetables locally will be a positive benefit to the local environment and reduce the village carbon footprint.	10	38	In Discussion	The Council has a capital sum incoming for allotments which could also be used on this site in future. There is also the regular income from the Breck Lane Solar farm which could be allocated to this.	To be decided	
Food Hub	Provision of a grant to support the foodhub in buying long life products.	£1,000	£1,000		Edge Ministries/Derbyshire Food Hub	Public Services/Safety		Unclear, further information on the number of residents the foodbank supports would be helpful.		This would be a one of grant to help the foodhub at a time where donations are limited to fresh products with short life span.				No negative impact		0	Just an idea	Its unclear whether this could be classed as a CIL expenditure item - Council may wish to consider donating from the contingency budget instead.	To be decided	
BRSA Club	Refurbishment of the club house at Hollingwood BRSA ground. Further details awaited.															0				
Hollingwood Shops	Suggestion to put some improvements to the front of the shops at Hollingwood. More detail required.															0				
Neighbourhood Plan	Prepare a Neighbourhood Plan for Staveley Township	£20,000	£10,000	Locality		Community engagement	Yes	This will impact on all residents and businesses across the township	10	Reviews will need to be programmed in for 15 years forward.	10	The project will take a minimum of 18 months to complete, cooperation from the Planning Authority will be necessary with some aspects.	10	Environmental measures can be included in the plan. There will be no negative impacts.	10	40	Just an idea	Presentation to Cllrs planned for 19 September. Suggest set aside an earmarked reserve of £10k to supplement the Locality funding as necessary.	To be decided	

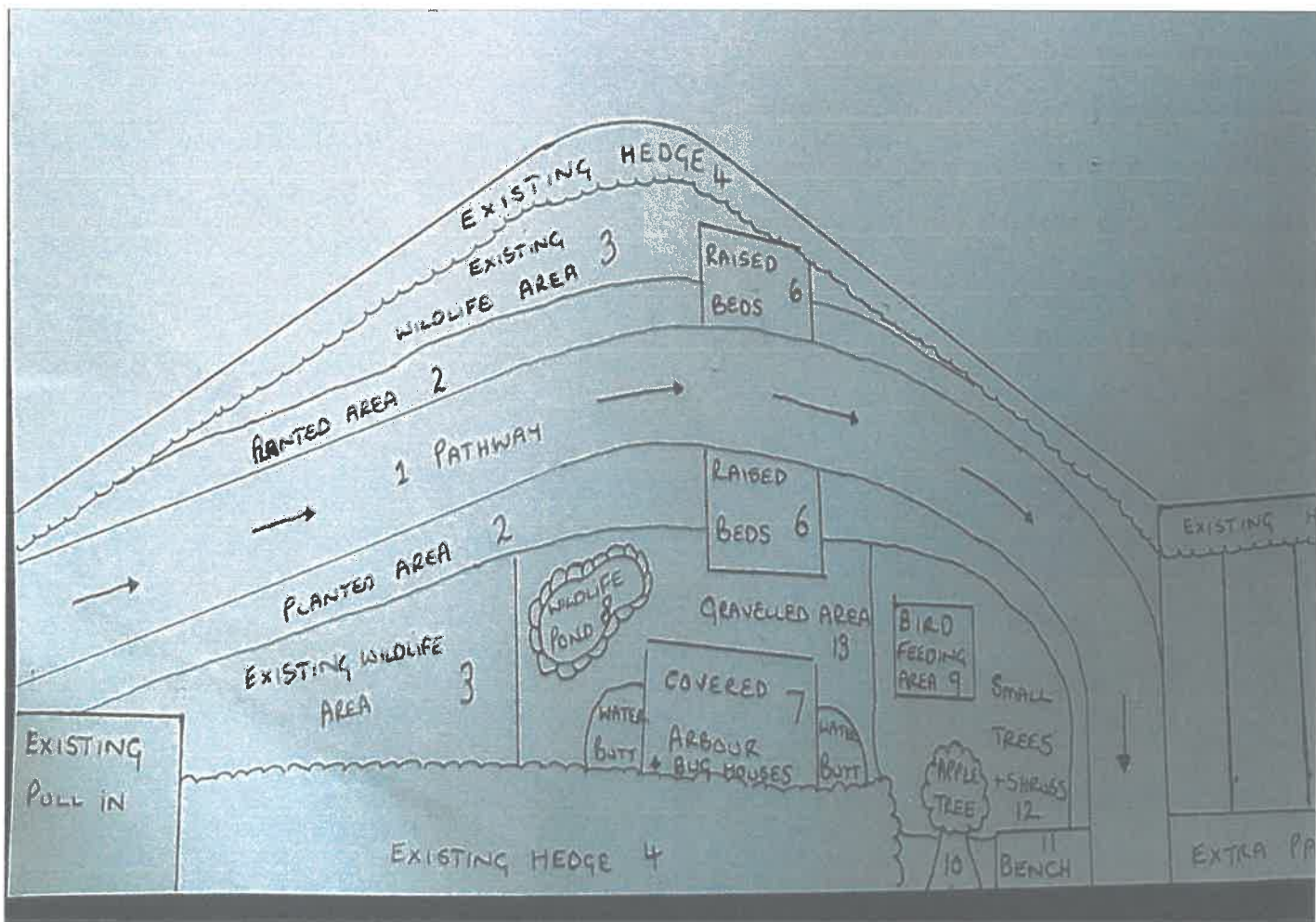


160m visibility splay
based on 85kph (4.5m
setback).

89.3m



1. USER FRIENDLY PATHWAY UTILISING THE ORIGINAL ROAD IF POSSIBLE.
2. CLEARED AREA FOR WILDLIFE PLANTING, FOXGLOVES, BUDDLEIA, POPPIES, ALLIUMS ETC
3. EXISTING WILDLIFE AREA TO BE PRESERVED WHEREVER POSSIBLE.
4. EXISTING HEDGE TO BE PRESERVED WHEREVER POSSIBLE.
5. CLEAR CURRENT WILD AREA TO EXISTING HEDGE TO CREATE EXTRA PARKING.
6. RAISED BEDS FOR THE PRIMARY SCHOOLS AND THE COMMUNITY TO PARTICIPATE IN BIODIVERSITY.
7. COVERED ARBOUR WITH PIPEWORK TO DIVERT RAINWATER INTO THE WATER BUTTS. TO INCLUDE A VARIETY OF BUG HOUSES ON THE STRUCTURE.
8. WILDLIFE POND WITH OXYGENATING PLANTS AND SAFETY AREAS TO ALLOW WILDLIFE TO ACCESS AND EXIT.
9. BIRD FEEDING AREA.
10. PRESERVE THE EXISTING APPLE TREE.
11. REPLACE THE ORIGINAL BENCH.
12. SMALL TREES AND SHRUBS TO ATTRACT AND PROTECT BIRDS.
13. GRAVELLED AREA TO HELP TO KEEP THE WATER SUPPLY AREA ACCESSIBLE.



Staveley Town Council

PAYMENTS LIST 1 June 2023 - 31 August 2023

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
243	Office Equipment	01/06/2023		Co-op Current Account		Photocopier Lease	CF Corporate Finance Ltd	S	190.00	38.00	228.00
261	Building Maintenance	01/06/2023		Co-op Current Account		Emergency Light Repair	Zolec Electrical Solutions	S	727.53	145.50	873.03
262	Building Maintenance	01/06/2023		Co-op Current Account		Emergency Light Repair	Zolec Electrical Solutions	S	1,171.44	234.28	1,405.72
260	Fire Alarm - Hall	01/06/2023		Co-op Current Account		Fire Alarm Testing	Zolec Electrical Solutions	S	152.00	30.40	182.40
244	Gas/Electric - Speedwell	01/06/2023		Co-op Current Account		Gas Bill	YGP - Yorkshire Gas and	S	742.73	148.55	891.28
300	Telephone/Broadband	01/06/2023		Co-op Current Account		Handset Rental	Investec Asset Finance	S	363.42	72.68	436.10
316	Gas/Electric-Hall/Stables	01/06/2023		Co-op Current Account		Electricity Bill	YGP - Yorkshire Gas and	S	-10,137.59	-2,027.52	-12,165.11
318	Gas/Electric-Hall/Stables	01/06/2023		Co-op Current Account		Electricity Bill	YGP - Yorkshire Gas and	S	3,054.16	610.83	3,664.99
245	Insurance	01/06/2023		Co-op Current Account		Insurance	Zurich	Z	4,177.60		4,177.60
244	Late/Non DD Payment F	01/06/2023		Co-op Current Account		Gas Bill	YGP - Yorkshire Gas and	X	75.00		75.00
244	Late/Non DD Payment F	01/06/2023		Co-op Current Account		Gas Bill	YGP - Yorkshire Gas and	X	70.00		70.00
233	Office-NNDR	01/06/2023		Co-op Current Accou	50377259	NNDR bill	Chesterfield Borough Coi	X	181.00		181.00
239	Office-NNDR	01/06/2023		Co-op Current Accou	50336808 - Musarc	NNDR bill	Chesterfield Borough Coi	X	168.00		168.00
241	Carpark-NNDR	01/06/2023		Co-op Current Accou	50336782	NNDR bill	Chesterfield Borough Coi	X	125.00		125.00
237	Reception-NNDR	01/06/2023		Co-op Current Accou	50336773	NNDR bill	Chesterfield Borough Coi	X	96.00		96.00
235	Air Hall-NNDR	01/06/2023		Co-op Current Accou	50336817	NNDR bill	Chesterfield Borough Coi	X	160.00		160.00
234	Devonshire-Frecheville N	01/06/2023		Co-op Current Accou	50336853	NNDR bill	Chesterfield Borough Coi	X	374.00		374.00
238	Devonshire-Frecheville N	01/06/2023		Co-op Current Accou	50336728 - cafe	NNDR bill	Chesterfield Borough Coi	X	131.00		131.00
240	Market-NNDR	01/06/2023		Co-op Current Accou	50236349	NNDR bill	Chesterfield Borough Coi	X	115.00		115.00
236	Speedwell - NNDR	01/06/2023		Co-op Current Accou	50034607	NNDR bill	Chesterfield Borough Coi	X	875.00		875.00
319	Gas/Electric-Hall/Stables	01/06/2023		Co-op Current Account		Electricity Bill	YGP - Yorkshire Gas and	X	-3,664.99		-3,664.99
316	Gas/Electric-Hall/Stables	01/06/2023		Co-op Current Account		Electricity Bill	YGP - Yorkshire Gas and	X	-100.00		-100.00
316	Gas/Electric-Hall/Stables	01/06/2023		Co-op Current Account		Electricity Bill	YGP - Yorkshire Gas and	X	-614.26		-614.26
275	Equipment Maintenance	05/06/2023		Co-op Current Account		Fuel for mower	Sainsbury's	S	5.39	1.08	6.47
172	2022-23	05/06/2023		CONTRA ACCT		Grounds Maintenance	Staveley Garden Centre	X	4,800.00		4,800.00
269	Gas/Electric-Hall/Stables	07/06/2023		Co-op Current Account		Gas Bill	YGP - Yorkshire Gas and	S	611.57	122.31	733.88
269	Late/Non DD Payment F	07/06/2023		Co-op Current Account		Gas Bill	YGP - Yorkshire Gas and	X	75.00		75.00
266	Late/Non DD Payment F	08/06/2023		Co-op Current Account		Water Rates	Water Plus Payments	S	134.90	26.98	161.88
247	2020-21	08/06/2023		Co-op Current Account		Franking Machine Rent/In	Quadient Finance UK Lir	X	98.00		98.00
248	2020-21	08/06/2023		Co-op Current Account		Franking Machine Rent/In	Quadient Finance UK Lir	X	98.00		98.00
249	2020-21	08/06/2023		Co-op Current Account		Franking Machine Rent/In	Quadient Finance UK Lir	X	98.00		98.00
250	2020-21	08/06/2023		Co-op Current Account		Franking Machine Rent/In	Quadient Finance UK Lir	X	102.14		102.14
251	2021-22	08/06/2023		Co-op Current Account		Franking Machine Rent/In	Quadient Finance UK Lir	X	102.14		102.14

252	2021-22	08/06/2023	Co-op Current Account	Franking Machine Rent/In	Quadient Finance UK Lir	X	102.14		102.14
253	2021-22	08/06/2023	Co-op Current Account	Franking Machine Rent/In	Quadient Finance UK Lir	X	102.14		102.14
254	2021-22	08/06/2023	Co-op Current Account	Franking Machine Rent/In	Quadient Finance UK Lir	X	102.14		102.14
255	2022-23	08/06/2023	Co-op Current Account	Franking Machine Rent/In	Quadient Finance UK Lir	X	102.14		102.14
256	2022-23	08/06/2023	Co-op Current Account	Franking Machine Rent/In	Quadient Finance UK Lir	X	102.14		102.14
257	2022-23	08/06/2023	Co-op Current Account	Franking Machine Rent/In	Quadient Finance UK Lir	X	102.14		102.14
246	2019-20	08/06/2023	Co-op Current Account	Franking Machine Rent/In	Quadient Finance UK Lir	X	98.00		98.00
259	IT/Software licences	09/06/2023	Co-op Current Account	Software Licence Subscrip	Microsoft Limited	S	139.34	27.90	167.24
302	Other phone lines	09/06/2023	Co-op Current Account	Mobile contract	Hutchinson 3G	S	22.50	4.50	27.00
242	Salaries/Wages Gross	09/06/2023	Co-op Current Account	Union Fees refund of over	UNISON	X	-58.02		-58.02
265	SWell - Telephone/BBan	10/06/2023	Co-op Current Account	Telephone/Broadband	1st call.com Limited	S	52.15	10.43	62.58
276	Building Maintenance	14/06/2023	Co-op Current Account	Drain Rod Set	Home Bargains	S	14.16	2.83	16.99
303	SWell - EPOS	14/06/2023	Co-op Current Account	EPOS system	Clover	S	18.74	3.75	22.49
270	Gas/Electric-Hall/Stables	15/06/2023	Co-op Current Account	Stables Gas	YGP - Yorkshire Gas and	S	354.07	70.82	424.89
271	Gas/Electric-Hall/Stables	15/06/2023	Co-op Current Account	Electricity Bill	YGP - Yorkshire Gas and	S	7,717.39	1,543.48	9,260.87
270	Late/Non DD Payment F	15/06/2023	Co-op Current Account	Stables Gas	YGP - Yorkshire Gas and	X	75.00		75.00
270	Late/Non DD Payment F	15/06/2023	Co-op Current Account	Stables Gas	YGP - Yorkshire Gas and	X	40.00		40.00
271	Late/Non DD Payment F	15/06/2023	Co-op Current Account	Electricity Bill	YGP - Yorkshire Gas and	X	467.24		467.24
271	Late/Non DD Payment F	15/06/2023	Co-op Current Account	Electricity Bill	YGP - Yorkshire Gas and	X	70.00		70.00
272	2021-22	15/06/2023	Co-op Current Account	Hire of Brass Band	Ireland Colliery Chesterfi	X	250.00		250.00
273	2022-23	15/06/2023	Co-op Current Account	Hire of Brass Band	Ireland Colliery Chesterfi	X	250.00		250.00
268	SWell - EPOS	16/06/2023	Co-op Current Account	EPOS system	GCS - Global Card Soluti	S	22.00	4.40	26.40
301	Bldg Maint - Speedwell	16/06/2023	Co-op Current Account	Refund	ADT Fire & Security plc	S	-724.45	-144.89	-869.34
278	Cleaning Contract	17/06/2023	Co-op Current Account	Cleaning Contract	Green Clean (RCCS)	X	2,287.35		2,287.35
274	Building Maintenance	17/06/2023	Co-op Current Account	Drain rodding	Pro-Jett	X	150.00		150.00
277	Building Maintenance	17/06/2023	Co-op Current Account	Key Cutting - Speedwell	Owen Trophies	X	6.50		6.50
304	Salaries/Wages Gross	19/06/2023	Co-op Current Account	Pension payments	Derbyshire County Coun	X	386.23		386.23
304	Employer Pension	19/06/2023	Co-op Current Account	Pension payments	Derbyshire County Coun	X	872.42		872.42
279	Gas/Electric-Hall/Stables	22/06/2023	Co-op Current Account	Stables Electric	Corona Energy Retail	S	434.82	86.97	521.79
280	Gas/Electric - Speedwell	22/06/2023	Co-op Current Account	Electricity Bill	Corona Energy Retail	S	422.96	84.59	507.55
258	Water Rates - Hall/Stabl	22/06/2023	Co-op Current Account	Water Rates	Water Plus Payments	Z	70.68		70.68
267	Water Rates - Hall/Stabl	22/06/2023	Co-op Current Account	Water Rates	Water Plus Payments	Z	46.64		46.64
282	2022-23	23/06/2023	Co-op Current Account	Emergency Light Test	Zolec Electrical Solutions	S	112.00	22.40	134.40
283	2022-23	23/06/2023	Co-op Current Account	Fire Alarm Repair	Zolec Electrical Solutions	S	929.44	105.88	1,035.32
305	Employer NI	23/06/2023	Co-op Current Account	Staff Salaries	STC	X	532.82		532.82
305	Employer NI	23/06/2023	Co-op Current Account	Staff Salaries	STC	X	4.20		4.20
281	2022-23	23/06/2023	Co-op Current Account	Emergency Light Test	Zolec Electrical Solutions	X	134.40		134.40
306	SWell-Water Rates	26/06/2023	Co-op Current Account	Water Rates	Water Plus Payments	Z	140.95		140.95
285	Office Equipment	29/06/2023	Co-op Current Account	Printer Toner	Infotone	S	89.90	17.98	107.88
289	Building Maintenance	29/06/2023	Co-op Current Account	Emergency Light Test	Zolec Electrical Solutions	S	112.00	22.40	134.40
290	Building Maintenance	29/06/2023	Co-op Current Account	Emergency Light Test	Zolec Electrical Solutions	S	112.00	22.40	134.40

291	Building Maintenance	29/06/2023	Co-op Current Account	Sliding Door Repairs	Zolec Electrical Solutions	S	110.00	22.00	132.00
286	Gas/Electric - Speedwell	29/06/2023	Co-op Current Account	Gas Bill	YGP - Yorkshire Gas and	S	832.30	166.46	998.76
292	Bldg Maint - Speedwell	29/06/2023	Co-op Current Account	Hygiene Contract	Citron Hygiene UK Ltd	S	85.32	17.06	102.38
293	Bldg Maint - Speedwell	29/06/2023	Co-op Current Account	Emergency Light Test	Zolec Electrical Solutions	S	112.00	22.40	134.40
286	Late/Non DD Payment F	29/06/2023	Co-op Current Account	Gas Bill	YGP - Yorkshire Gas and	X	70.00		70.00
286	Late/Non DD Payment F	29/06/2023	Co-op Current Account	Gas Bill	YGP - Yorkshire Gas and	X	75.00		75.00
286	Gas/Electric - Speedwell	29/06/2023	Co-op Current Account	Gas Bill	YGP - Yorkshire Gas and	X	-1,036.28		-1,036.28
284	Cleaning Supplies	29/06/2023	Co-op Current Account	Cleaning Contract	Green Clean (RCCS)	X	117.00		117.00
287	2021-22	29/06/2023	Co-op Current Account	NNDR bill	Chesterfield Borough Coi	X	1,721.55		1,721.55
288	2021-22	29/06/2023	Co-op Current Account	NNDR bill	Chesterfield Borough Coi	X	3,592.80		3,592.80
298	Postage	30/06/2023	Co-op Current Account	Printing & Stationery	Lyreco UK Ltd	S	2.90	0.58	3.48
298	Stationery	30/06/2023	Co-op Current Account	Printing & Stationery	Lyreco UK Ltd	S	25.95	5.19	31.14
297	Cleaning Contract	30/06/2023	Co-op Current Account	Cleaning Supplies	Green Clean (RCCS)	X	91.00		91.00
295,307-309	Salaries/Wages Gross	30/06/2023	Co-op Current Account	Staff Salaries	STC	X	5,365.08		5,365.08
329	Telephone/Broadband	01/07/2023	Co-op Current Account	Handset Rental	Investec Asset Finance	S	363.42	72.68	436.10
320	Office-NNDR	01/07/2023	Co-op Current Account 50377259	NNDR bill	Chesterfield Borough Coi	X	181.00		181.00
326	Office-NNDR	01/07/2023	Co-op Current Account 50336808 - Musarc	NNDR bill	Chesterfield Borough Coi	X	168.00		168.00
328	Carpark-NNDR	01/07/2023	Co-op Current Account 50336782	NNDR bill	Chesterfield Borough Coi	X	125.00		125.00
324	Reception-NNDR	01/07/2023	Co-op Current Account 50336773	NNDR bill	Chesterfield Borough Coi	X	96.00		96.00
322	Air Hall-NNDR	01/07/2023	Co-op Current Account 50336817	NNDR bill	Chesterfield Borough Coi	X	160.00		160.00
325	Devonshire-Frecheville N	01/07/2023	Co-op Current Account 50336728 - cafe	NNDR bill	Chesterfield Borough Coi	X	131.00		131.00
321	Devonshire-Frecheville N	01/07/2023	Co-op Current Account 50336853	NNDR bill	Chesterfield Borough Coi	X	374.00		374.00
327	Market-NNDR	01/07/2023	Co-op Current Account 50236349	NNDR bill	Chesterfield Borough Coi	X	115.00		115.00
323	Speedwell - NNDR	01/07/2023	Co-op Current Account 50034607	NNDR bill	Chesterfield Borough Coi	X	875.00		875.00
330	SWell-Water Rates	04/07/2023	Co-op Current Account	Water Rates	Scottish Water	Z	69.27		69.27
299	Building Maintenance	05/07/2023	Co-op Current Account	Sliding Door Repairs	Geze UK Ltd	S	200.00	40.00	240.00
331	Bank Charges	05/07/2023	Co-op Current Account	Bank Charges	Co-operative Bank	Z	30.00		30.00
333	Gas/Electric-Hall/Stables	07/07/2023	Co-op Current Account	Gas Bill	YGP - Yorkshire Gas and	L	192.16	9.61	201.77
332	IT/Software licences	07/07/2023	Co-op Current Account	Software Licence Subscrip	Microsoft Limited	S	139.34	27.90	167.24
333	Late/Non DD Payment F	07/07/2023	Co-op Current Account	Gas Bill	YGP - Yorkshire Gas and	X	75.00		75.00
366	Other phone lines	10/07/2023	Co-op Current Account	Mobile contract	Hutchinson 3G	S	22.50	4.50	27.00
296	Building Maintenance	10/07/2023	Co-op Current Account	Lift Maintenance	Otis Limited	S	1,789.92	357.98	2,147.90
334	Bldg Maint - Speedwell	10/07/2023	Co-op Current Account	Emergency Light Test	Zolec Electrical Solutions	S	112.00	22.40	134.40
335	Bldg Maint - Speedwell	10/07/2023	Co-op Current Account	Fire Alarm Monitoring and	ADT Fire & Security plc	S	286.87	57.37	344.24
337	SWell - Telephone/BBan	10/07/2023	Co-op Current Account	Telephone/Broadband	1st call.com Limited	S	52.06	10.41	62.47
338	Office Equipment	11/07/2023	Co-op Current Account	CCTV and HDMI cables	Cable Matters Inc.	S	6.20	1.25	7.45
338	Office Equipment	11/07/2023	Co-op Current Account	CCTV and HDMI cables	Cable Matters Inc.	S	9.14	1.84	10.98
339	Office Equipment	12/07/2023	Co-op Current Account	CCTV power cable	EPS Online Inc	X	30.76		30.76
336	Gas/Electric-Hall/Stables	14/07/2023	Co-op Current Account	Stables Gas	YGP - Yorkshire Gas and	L	205.85	10.29	216.14
340	SWell - EPOS	14/07/2023	Co-op Current Account	EPOS system	Clover	S	18.74	3.75	22.49
336	Late/Non DD Payment F	14/07/2023	Co-op Current Account	Stables Gas	YGP - Yorkshire Gas and	Z	75.00		75.00

341	Working Budget	17/07/2023	Co-op Current Account	EPOS system	GCS - Global Card Soluti	S	22.00	4.40	26.40
367	Salaries/Wages Gross	19/07/2023	Co-op Current Account	Staff Salaries	Derbyshire County Coun	X	386.23		386.23
367	Employer Pension	19/07/2023	Co-op Current Account	Staff Salaries	Derbyshire County Coun	X	872.42		872.42
342	Water Rates - Hall/Stabl	21/07/2023	Co-op Current Account	Water Rates	Scottish Water	Z	285.10		285.10
343	Water Rates - Hall/Stabl	21/07/2023	Co-op Current Account	Stables Water	Scottish Water	Z	133.16		133.16
344	Water Rates - Hall/Stabl	23/07/2023	Co-op Current Account	Water Rates	Water Plus Payments	Z	68.58		68.58
345	Water Rates - Hall/Stabl	23/07/2023	Co-op Current Account	Stables Water	Water Plus Payments	Z	44.54		44.54
351	Telephone/Broadband	24/07/2023	Co-op Current Account	Telephone/Broadband	Onecom Limited	S	1,030.77	206.15	1,236.92
350	Building Maintenance	24/07/2023	Co-op Current Account	Electrical fix	Zolec Electrical Solutions	S	110.00	22.00	132.00
356	Gas/Electric-Hall/Stables	24/07/2023	Co-op Current Account	Stables Electric	Corona Energy Retail	S	411.07	82.21	493.28
353	Bldg Maint - Speedwell	24/07/2023	Co-op Current Account	Maintenance Supplies	Wilko	S	1.67	0.33	2.00
354	Bldg Maint - Speedwell	24/07/2023	Co-op Current Account	Maintenance Supplies	Wilko	S	5.00	1.00	6.00
355	Bldg Maint - Speedwell	24/07/2023	Co-op Current Account	Maintenance Supplies	Poundland	S	2.50	0.50	3.00
347	Gas/Electric - Speedwell	24/07/2023	Co-op Current Account	Electricity Bill	Corona Energy Retail	S	398.07	79.61	477.68
346	2022-23	24/07/2023	Co-op Current Account	Cleaning Supplies	Analan Supplies Ltd	S	126.50	25.30	151.80
348	Cleaning Contract	24/07/2023	Co-op Current Account	Cleaning Contract	Green Clean (RCCS)	X	2,287.35		2,287.35
352	Bldg Maint - Speedwell	24/07/2023	Co-op Current Account	Maintenance Supplies	OneBeyond Retail Ltd	X	2.29		2.29
361	2020-21	24/07/2023	Co-op Current Account	Emergency Light Test	N Power	X	425.50		425.50
361	2021-22	24/07/2023	Co-op Current Account	Emergency Light Test	N Power	X	439.23		439.23
364	2021-22	24/07/2023	Co-op Current Account	NNDR bill	Chesterfield Borough Coi	X	1,521.95		1,521.95
365	2021-22	24/07/2023	Co-op Current Account	NNDR bill	Chesterfield Borough Coi	X	7,609.75		7,609.75
349	2022-23	24/07/2023	Co-op Current Account	Photocopier charges	Clarity Copiers Ltd	X	68.51		68.51
362	2022-23	24/07/2023	Co-op Current Account	NNDR bill	Chesterfield Borough Coi	X	1,721.55		1,721.55
363	2022-23	24/07/2023	Co-op Current Account	NNDR bill	Chesterfield Borough Coi	X	3,592.80		3,592.80
357	2022-23	24/07/2023	Co-op Current Account	Fire Alarm Testing	Zolec Electrical Solutions	X	164.40		164.40
358	2022-23	24/07/2023	Co-op Current Account	Emergency Light Test	Zolec Electrical Solutions	X	132.00		132.00
359	2022-23	24/07/2023	Co-op Current Account	Emergency Light Test	Zolec Electrical Solutions	X	132.00		132.00
360	2022-23	24/07/2023	Co-op Current Account	Emergency Light Test	N Power	X	197.92		197.92
361	2019-20	24/07/2023	Co-op Current Account	Emergency Light Test	N Power	X	344.63		344.63
368	Employer NI	25/07/2023	Co-op Current Account	Staff Salaries	STC	X	562.13		562.13
372	SWell-Water Rates	26/07/2023	Co-op Current Account	Water Rates	Water Plus Payments	Z	140.95		140.95
369	2022-23	27/07/2023	Co-op Current Account	Plumbing/Heating	Edward Serrell Plumbing	X	573.60		573.60
371	Postage	28/07/2023	Petty Cash	Postage and drawing pins	Post Office Ltd	E	1.85		1.85
370	Telephone/Broadband	28/07/2023	Co-op Current Account	Telephone/Broadband	Onecom Limited	S	1,038.40	207.68	1,246.08
371	Stationery	28/07/2023	Petty Cash	Postage and drawing pins	Post Office Ltd	X	1.49		1.49
38,373-375	Salaries/Wages Gross	31/07/2023	Co-op Current Account	Staff Salaries	STC	X	6,534.26		6,534.26
377	Gas/Electric - Speedwell	01/08/2023	Co-op Current Account	Gas Bill	YGP - Yorkshire Gas and	L	94.50	4.73	99.23
376	Telephone/Broadband	01/08/2023	Co-op Current Account	Handset Rental	Investec Asset Finance	S	363.42	72.68	436.10
378	Professional Advice/fees	01/08/2023	Co-op Current Account	Internal Audit	J.S. Marriott & Co.	X	30.00		30.00
378	Audit	01/08/2023	Co-op Current Account	Internal Audit	J.S. Marriott & Co.	X	560.00		560.00

377	Late/Non DD Payment F	01/08/2023	Co-op Current Account	Gas Bill	YGP - Yorkshire Gas and	X	75.00		75.00
411	Office-NNDR	01/08/2023	Co-op Current Accou 50336808 - Musarc	NNDR bill	Chesterfield Borough Coi	X	168.00		168.00
405	Office-NNDR	01/08/2023	Co-op Current Accou 50377259	NNDR bill	Chesterfield Borough Coi	X	181.00		181.00
413	Carpark-NNDR	01/08/2023	Co-op Current Accou 50336782	NNDR bill	Chesterfield Borough Coi	X	125.00		125.00
409	Reception-NNDR	01/08/2023	Co-op Current Accou 50336773	NNDR bill	Chesterfield Borough Coi	X	96.00		96.00
407	Air Hall-NNDR	01/08/2023	Co-op Current Accou 50336817	NNDR bill	Chesterfield Borough Coi	X	160.00		160.00
406	Devonshire-Frecheville N	01/08/2023	Co-op Current Accou 50336853	NNDR bill	Chesterfield Borough Coi	X	374.00		374.00
410	Devonshire-Frecheville N	01/08/2023	Co-op Current Accou 50336728 - cafe	NNDR bill	Chesterfield Borough Coi	X	131.00		131.00
412	Market-NNDR	01/08/2023	Co-op Current Accou 50236349	NNDR bill	Chesterfield Borough Coi	X	115.00		115.00
408	Speedwell - NNDR	01/08/2023	Co-op Current Accou 50034607	NNDR bill	Chesterfield Borough Coi	X	875.00		875.00
380	2022-23	01/08/2023	Co-op Current Account	Emergency Light Test	Zolec Electrical Solutions	X	134.40		134.40
381	2022-23	01/08/2023	Co-op Current Account	Emergency Light Test	Zolec Electrical Solutions	X	134.40		134.40
382	2022-23	01/08/2023	Co-op Current Account	Fire Alarm Monitoring and	Zolec Electrical Solutions	X	392.40		392.40
379	2022-23	01/08/2023	Co-op Current Account	Water Rates	Water Plus Payments	Z	607.59		607.59
388	Building Maintenance	03/08/2023	Co-op Current Account	Electrical fix	Zolec Electrical Solutions	S	344.00	68.80	412.80
389	Building Maintenance	03/08/2023	Co-op Current Account	Fire Alarm Testing	Zolec Electrical Solutions	S	190.00	38.00	228.00
390	Building Maintenance	03/08/2023	Co-op Current Account	Emergency Light Test	Zolec Electrical Solutions	S	112.00	22.40	134.40
391	Building Maintenance	03/08/2023	Co-op Current Account	Emergency Light Test	Zolec Electrical Solutions	S	112.00	22.40	134.40
392	Building Maintenance	03/08/2023	Co-op Current Account	Fire Alarm Testing	Zolec Electrical Solutions	S	152.00	30.40	182.40
393	Building Maintenance	03/08/2023	Co-op Current Account	Emergency Light Test	Zolec Electrical Solutions	S	112.00	22.40	134.40
394	Building Maintenance	03/08/2023	Co-op Current Account	Emergency Light Test	Zolec Electrical Solutions	S	112.00	22.40	134.40
383	2022-23	03/08/2023	Co-op Current Account	Fire Alarm Testing	Zolec Electrical Solutions	X	182.40		182.40
384	2022-23	03/08/2023	Co-op Current Account	Emergency Light Test	Zolec Electrical Solutions	X	134.40		134.40
385	2022-23	03/08/2023	Co-op Current Account	Emergency Light Test	Zolec Electrical Solutions	X	134.40		134.40
386	2022-23	03/08/2023	Co-op Current Account	Electrical fix	Zolec Electrical Solutions	X	142.89		142.89
387	2022-23	03/08/2023	Co-op Current Account	Electrical fix	Zolec Electrical Solutions	X	134.40		134.40
395	2022-23	03/08/2023	Co-op Current Account	Telephone/Broadband	Onecom Limited	X	18.44		18.44
396	2022-23	03/08/2023	Co-op Current Account	Telephone/Broadband	Onecom Limited	X	1,082.69		1,082.69
397	2022-23	03/08/2023	Co-op Current Account	Telephone/Broadband	Onecom Limited	X	1,084.07		1,084.07
398	2022-23	03/08/2023	Co-op Current Account	Telephone/Broadband	Onecom Limited	X	1,088.78		1,088.78
399	2022-23	03/08/2023	Co-op Current Account	Telephone/Broadband	Onecom Limited	X	1,088.58		1,088.58
400	2022-23	03/08/2023	Co-op Current Account	Telephone/Broadband	Onecom Limited	X	1,098.17		1,098.17
401	2022-23	03/08/2023	Co-op Current Account	Telephone/Broadband	Onecom Limited	X	1,090.96		1,090.96
402	2022-23	03/08/2023	Co-op Current Account	Telephone/Broadband	Onecom Limited	X	1,089.66		1,089.66
403	2022-23	03/08/2023	Co-op Current Account	Telephone/Broadband	Onecom Limited	X	1,089.46		1,089.46
404	2022-23	03/08/2023	Co-op Current Account	Telephone/Broadband	Onecom Limited	X	1,093.61		1,093.61
415	Bldg Maint - Speedwell	04/08/2023	Co-op Current Account	Bait Boxes	Tool Station	S	24.12	4.82	28.94
416	Professional Advice/fees	04/08/2023	Co-op Current Account	Catering Supplies	Morrisons	Z	16.40		16.40
417	Contingency	04/08/2023	Petty Cash	Taxi Fare	A Line Taxis	X	11.30		11.30
414	Van Tax/Insurance	04/08/2023	Co-op Current Account	Vehicle Tax	DVLA	X	320.00		320.00

449	IT/Software licences	07/08/2023	Co-op Current Account	Software Licence Subscrip	Microsoft Limited	S	139.37	27.87	167.24
448	SWell - EPOS	07/08/2023	Co-op Current Account	Test transaction	STC	X	0.01		0.01
418	Building Maintenance	09/08/2023	Co-op Current Account	Skip hire	Banks Skip Hire Ltd	S	125.00	25.00	150.00
450	VAT owed	10/08/2023	Co-op Current Account	VAT Bill	HMRC	R		936.34	936.34
419	SWell - Telephone/BBan	10/08/2023	Co-op Current Account	Telephone/Broadband	1st call.com Limited	S	52.08	10.42	62.50
420	Gas/Electric-Hall/Stables	11/08/2023	Co-op Current Account	Gas Bill	YGP - Yorkshire Gas and	L	90.21	4.51	94.72
426	Postage	11/08/2023	Co-op Current Account	Franking Machine Rent/In	Quadient Finance UK Lir	S	87.26	17.45	104.71
444	Telephone/Broadband	11/08/2023	Co-op Current Account	Telephone/Broadband	Onecom Limited	S	1,038.40	207.68	1,246.08
423	Gas/Electric-Hall/Stables	11/08/2023	Co-op Current Account	Stables Electric	Corona Energy Retail	S	417.48	83.49	500.97
425	Bldg Maint - Speedwell	11/08/2023	Co-op Current Account	Maintenance Supplies	Wisebuys	S	21.19	4.24	25.43
424	Gas/Electric - Speedwell	11/08/2023	Co-op Current Account	Electricity Bill	Corona Energy Retail	S	366.44	73.28	439.72
421	Grants Received	11/08/2023	Co-op Current Account	Refund	BAND-IT	X	3.27		3.27
420	Late/Non DD Payment F	11/08/2023	Co-op Current Account	Gas Bill	YGP - Yorkshire Gas and	X	75.00		75.00
422	Cleaning Contract	11/08/2023	Co-op Current Account	Cleaning Contract	Green Clean (RCCS)	X	93.00		93.00
451	Licences/Permits-Hall	11/08/2023	Co-op Current Account	Premises Licence update	Chesterfield Borough Coi	X	23.00		23.00
427	SWell - EPOS	13/08/2023	Co-op Current Account	EPOS system	Clover	S	20.49	2.00	22.49
430	Working Budget	14/08/2023	Co-op Current Account	Air fresheners	Poundland	S	3.34	0.66	4.00
431	Bldg Maint - Speedwell	14/08/2023	Co-op Current Account	Bolt Locks	Wilko	S	5.00	1.00	6.00
428	Van Maintenance	14/08/2023	Co-op Current Account	Service and MOT	Hutton and Sons	S	93.26	11.65	104.91
429	Bldg Maint - Speedwell	14/08/2023	Co-op Current Account	Metal Sign	M and B Discounts	X	3.00		3.00
432	2022-23	14/08/2023	Co-op Current Account	NNDR bill	Chesterfield Borough Coi	X	1,521.95		1,521.95
433	2022-23	14/08/2023	Co-op Current Account	NNDR bill	Chesterfield Borough Coi	X	910.68		910.68
434	2022-23	14/08/2023	Co-op Current Account	NNDR bill	Chesterfield Borough Coi	X	1,596.80		1,596.80
435	2022-23	14/08/2023	Co-op Current Account	NNDR bill	Chesterfield Borough Coi	X	2,345.30		2,345.30
436	2022-23	14/08/2023	Co-op Current Account	NNDR bill	Chesterfield Borough Coi	X	1,247.50		1,247.50
437	Gas/Electric-Hall/Stables	15/08/2023	Co-op Current Account	Stables Gas	YGP - Yorkshire Gas and	L	189.17	9.46	198.63
437	Late/Non DD Payment F	15/08/2023	Co-op Current Account	Stables Gas	YGP - Yorkshire Gas and	X	75.00		75.00
438	Cleaning Contract	15/08/2023	Co-op Current Account	Cleaning Contract	Green Clean (RCCS)	X	2,317.25		2,317.25
439	Bldg Maint - Speedwell	17/08/2023	Co-op Current Account	Maintenance Supplies	Wickes	S	187.98	37.60	225.58
440	SWell - EPOS	17/08/2023	Co-op Current Account	EPOS system	GCS - Global Card Soluti	S	22.00	4.40	26.40
452	Employer Pension	18/08/2023	Co-op Current Account	Staff Salaries	STC	X	872.42		872.42
441	Water Rates - Hall/Stabl	22/08/2023	Co-op Current Account	Stables Water	Water Plus Payments	Z	59.59		59.59
442	Water Rates - Hall/Stabl	22/08/2023	Co-op Current Account	Water Rates	Water Plus Payments	Z	70.68		70.68
443	Telephone/Broadband	24/08/2023	Co-op Current Account	Telephone/Broadband	Onecom Limited	S	1,037.09	207.42	1,244.51
445	Bldg Maint - Speedwell	24/08/2023	Co-op Current Account	Emergency Light Test	Zolec Electrical Solutions	S	112.00	22.40	134.40
453	Employer NI	24/08/2023	Co-op Current Account	Staff Salaries	STC	X	552.10		552.10
454	SWell-Water Rates	29/08/2023	Co-op Current Account	Water Rates	Water Plus Payments	Z	140.95		140.95
446	2019-20	31/08/2023	Co-op Current Account	Franking Machine Rent/In	Quadient Finance UK Lir	S	81.67	16.33	98.00
447	2019-20	31/08/2023	Co-op Current Account	Franking Machine Rent/In	Quadient Finance UK Lir	S	81.67	16.33	98.00
53,455-459	Salaries/Wages Gross	31/08/2023	Co-op Current Account	Staff Salaries	STC	X	7,217.80		3,151.80

This schedule of payments was approved at Council 26 September 2023

Signed: _____ (Chairman)

Signed: _____ (Cllr Rhodes)

Staveley Town Council
Summary of Receipts and Payments
Summary - Cost Centres Only

Cost Centre	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
aalIncome	730,835.24	447,202.17	-283,633.07 (-38%)		3.27	-3.27 (-327%)	-283,636.34
Administration			0.00 (N/A)	55,678.95	12,805.30	42,873.65 (77%)	42,873.65
Allotments			0.00 (N/A)	253.00	3.00	250.00 (98%)	250.00
Civic Costs			0.00 (N/A)	16,000.00		16,000.00 (100%)	16,000.00
Community Services			0.00 (N/A)			0.00 (N/A)	0.00
Loans			0.00 (N/A)	116,072.76	35,372.27	80,700.49 (69%)	80,700.49
Market Place			0.00 (N/A)	3,345.30	572.70	2,772.60 (82%)	2,772.60
Speedwell Rooms			0.00 (N/A)	36,134.23	11,058.86	25,075.37 (69%)	25,075.37
Staffing Costs			0.00 (N/A)	112,209.41	42,090.65	70,118.76 (62%)	70,118.76
Staveley Hall & Stables			0.00 (N/A)	132,326.29	62,943.55	69,382.74 (52%)	69,382.74
Vehicle			0.00 (N/A)	3,800.00	429.94	3,370.06 (88%)	3,370.06
zOutstanding bills			0.00 (N/A)	357,339.00	325,357.11	31,981.89 (8%)	31,981.89
NET TOTAL	730,835.24	447,202.17	-283,633.07 (-38%)	833,158.94	490,636.65	342,522.29 (41%)	58,889.22
Total for ALL Cost Centres		447,202.17			490,636.65		
V.A.T.		13,250.66			14,987.42		
GROSS TOTAL		460,452.83			505,624.07		

Financial Update – to 31st July 2023

Cashflow:

Balance at month end:	£168,368
Minimum balance (current month to year-end):	£137,407
Current Forecast balance at 31/3/24:	£246,658
Original Forecast balance at 31/3/24:	£59,113

The Council was due to receive a grant of £40,000 from a new solar farm during August 2023, however the company has said that this will now be delayed until April 2024. During this period the final accounts have been drawn up and the owed creditor figure resolved to be £360,000 (approx.) as at 31st March 2023. Having already drawn down £320,000 of the loan, the Town Clerk has drawn down a further £40,000 to cover the known creditors as at year end.

As we have continued into the year, additional outstanding invoices have come to light which were not accounted for in the previous finance system and the Council is still awaiting the outcome of a final invoice for the Town Deal project. Potentially the full £400,000 loan will need to be drawn down but at the moment the Town Clerk is trying to manage without having to do so.

Adjusting for the transfer of CIL funds to earmarked reserves, the Council is currently looking at a general reserve balance of approx. £109,502 by year end.

Budget Monitoring:

	Year To Date			To 31/3/24		
	Budget	Actual	Variance	Budget	Forecast	Variance
Income	-334,155	-440,740	-106,585	-717,752	-780,839	-63,086
Admin/Running Costs	99,357	81,282	-18,074	304,014	267,870	-36,144
Allotments	3	3	0	253	253	0
Civic Events	0	0	0	50,000	50,000	0
Hall and Stables	47,633	55,130	7,497	147,559	107,747	-39,812
Market	1,448	458	-990	2,845	2,078	-767
Speedwell Rooms	12,045	9,134	-2,911	36,134	26,229	-9,905
SURPLUS (-)/DEFICIT (+)	-173,669	-294,733	-121,064	-176,947	-326,662	-149,714

Explanation of any variances greater than £5,000

Income:

YTD - There has been a successful grant income achieved of £1,700 in the first quarter which was not expected and additional hires to the Speedwell Rooms providing a higher income than expected in the period. The Council has also received £102,062 of CIL money.

TYE – A further £4,500 grant funding has been awarded but not yet received to put on a lantern procession event as part of the Christmas Switch-on celebrations.

Hall and Stables:

YTD - The utility bills for the Hall have been challenged and a credit is held by the provider which is currently offsetting bills through the summer period. There is currently approximately £4,000 in credit on the electricity account which reduces the variance below the reporting threshold.

It has taken longer than anticipated to negotiate a reduction on the Telephone and Broadband contract but this should start to show savings from October onwards.

TYE: At the present time there are predicted underspends to Year-End on building maintenance, working budget, and the cleaning contract as the hours were reduced following the retirement of a previous staff member, however these may be taken up to offset NNDR increases, utility bills and any pension shortfalls subsequently notified. There are also issues with the hall toilets which require attention and a long standing problem with the flat roof above Room 19. Some of these costs could be met from CIL funds.

Balance Sheet:

		Total	<30 Days	30-90 Days	90-365 Days	>1 year
Debtors:						
	Trade	9,536.05	8,145.07	1,390.98		
	Other	4,622.44	1,437.70	3,184.74		
Creditors:						
	Trade	2805.61	2805.61			
	Payroll	2816.57	2816.57			
	VAT	1312.75	1312.75			
	Loans	0				
	Other	0				

This does not include outstanding debts pre 1st April 2023, which are steadily being paid off as time allows and once checks have been made that amounts are still actually due.

Please note that most of the outstanding debtor accounts have been cleared, a significant portion of those was advance invoicing for office rentals payable on 1st August 2023. Other debts relate to room bookings and sale of an asset which have/will be cleared in August.

The payroll amount relates to tax and pension contributions which are cleared the following month in accordance with acceptable practices.

At the end of July 2023, the Council remains on track to meet its target position by year-end and will remain solvent based on current projections.

Cashflow forecast

Description	2022-23	2023-24												Total Cash	Budget
	Mar-23	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	2023/24	2023/24
Bank Balance B/f	179,384	179,384	128,324	68,661	156,365	168,368	137,407	325,441	338,162	327,415	310,719	292,773	283,365		
Income															
Precept		248,783					248,783							497,565	497,565
Council Tax Support Grant														-	5000
Grants		1,000		500	200		5,000	4,500						11,200	5000
Café Sales														-	
Bar Income		-	350			457		500	175	175				1,657	10234
Hall room bookings		460	208	2,129	230	72							575	3,675	8000
Speedwell room bookings		3,010	465	1,390	2,096	2,170	2,239	4,760	4,160	2,228	1,166	2,379	2,627	28,690	34380
Hall and Stables Leases		6,392	6,724	9,620	6,662	6,558	6,558	6,558	6,558	6,558	6,558	6,558	6,558	81,864	100000
Market		-	208	-	-	248	40	40	40	40	40	40	40	737	1400
CIL				102,062				50,000						152,062	50000
Functions														-	5000
Allotments		45	71											116	173.24
Donations		-	-	-	-	-	-	-	-	-	-	-	-	-	
Interest		63	-	-	-	-	-	-	-	-	-	-	-	63	0
Town Deal Project		-	-	1,725	-	-	-	-	-	-	-	-	-	1,725	0
Other					21									21	1000
O/S debtors		822	1,190	538										2,549	0
Loan drawdown					40,000									40,000	0
VAT		1,968		1,725	84									3,777	-
Total Income	-	262,542	9,217	119,688	49,293	9,505	262,620	66,359	10,933	9,001	7,764	8,977	9,800	825,700	717,752

Expenditure

Admin/Running Costs														
Postage	-	192	3	2	105	-	-	105	-	-	105	-	512	1,500
Stationery	-	43	26	1	22	22	22	22	22	22	22	22	244	500
Insurance			4,178					3,369					7,547	8,200
Websites	26											150	176	420
Other Advertising and publicity	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Subscriptions	35						495	-					530	500
Refreshments	-	10			5	5	5	5	5	5	5	5	51	150
Accountancy/book-keeping	1,761												1,761	1,761
Audit					550		1,680						2,230	2,230
IT inc software licences	113	113	139	139	139	139	139	139	113	113	113	113	1,514	1,550
Professional Advice/fees					60		5,940						6,000	6,000
Late/Non DD Payment fees/charges	-	1,472	1,152	150	736	736	736	736	736	736	736	736	8,663	10,000
Office Equipment	-	55	280	46									381	4,000
Office-NNDR	343	349	349	349	349	349	349	349	349	349	349	349	4,182	3,318
Staff Salaries	5,431	5,377	5,693	6,920	6,659	6,659	6,659	6,659	6,659	6,659	6,659	6,659	76,694	88,430
Employer NI	678	533	537	562	533	533	533	533	533	533	533	533	6,572	6,391
Employer Pension contributions	1,230	872	872	872	872	872	872	872	872	872	872	872	10,827	15,888
Redundancy costs		4,927											4,927	
Recruitment advertising	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Staff Training								500					500	500
Staff Expenses													-	150
Councillor Training						300							300	250

Councillor Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Mileage Claims												20	20	100
Vehicle Maintenance					105								105	1,000
Vehicle Tax/Insurance					330								330	300
Fuel and Oil (Van)	17				17				17			17	67	2,500
Conference fees											300		300	300
Conference expenses											300		300	300
Staff uniforms/ppe						100							100	150
Elections						11,275							11,275	16,000
By-Elections	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Bank Charges	30			30			30			30			120	300
Reserve/Contingency												15,000	15,000	15,000
Allotments														
Legal Fees												250	250	250
Land Rent	3												3	3
Civic/Events														
S137 Grants	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Prizes	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Events/Entertainment	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Chairman's Allowance	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Christmas Lights	-	-	-	-	-	-	-	-	8,000	8,000	-	-	16,000	-
Hanging Baskets	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Functions	-	-	-	-	-	-	-	-	-	-	-	-	-	-
CIL Projects												12,500	12,500	50,000
Hall and Stables														
Telephone/Bband	363	2,438	363	2,433	1,401	1,401	580	580	580	580	580	580	11,879	9,626
Other phone lines	23	23	23	23	23								113	600
Extension project	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Building Maintenance	462	1,076	2,404	2,100	1,500	769	769	769	769	769	769	769	12,925	20,000
Grounds Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Security Alarm	818												818	1,500
Fire Alarm			152									890	1,042	2,500
Licences/Permits				23									23	2,500
Gas/Electric	11,688	17,494	2,345	809	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	39,646	30,000
Water	168	113	117	531	140	140	140	140	140	140	140	140	2,053	5,000
Equipment Purchase	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Maintenance			5										5	4,000
Carpark - NNDR	123	125	125	125	125	125	125	125	125	125	125	125	1,498	1,248
Reception - NNDR	92	96	96	96	96	96	96	96	96	96	96	96	1,148	911
Air Hall - NNDR	158	160	160	160	160	160	160	160	160	160	160	160	1,918	1,522
Dshire-Fville-CAFÉ NNDR	507	501	501	501	501	501	501	501	501	501	501	501	6,018	3,593
Cleaning Contract	2,295	1,879	2,378	2,287	2,295	2,295	2,295	2,295	2,295	2,295	2,295	2,295	27,199	29,541
Cleaning Supplies	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Refuse Collection	1,115												1,115	3,786
Working Budget	112	118	117										347	6,000
Bad Debt Provision													-	10,000

Loan Repayments

PWLB	27,286						27,286						54,571	55,000
CBC Loan 1	8,087					7,986							16,073	16,073
CBC Loan 2						35,998							35,998	45,000

Market

CBC Electricity Charges						200							200	500
Market - NNDR	113	115	115	115	115	115	115	115	115	115	115	115	1,378	2,345
CBC Insurance							500						500	500

Speedwell Rooms

Building Maintenance	836	320	-	527	410	208	208	208	208	208	208	208	2,706	2,500
Licences/Permits	1,256						180						1,436	1,696
Bar Stock													-	7,500
Gas/Electric	-	460		962	398	833	833	833	833	833	833	833	8,486	10,000
Water				141	210	141	141	141	141	141	141	141	1,479	1,500
NNDR	876	875		875	875	875	875	875	875	875	875	875	10,501	7,610
EPOS System	69	41		41	19	19	19						207	1,701
Telephone/Bband	23	75		52	52	52	52	52	52	52	52	52	618	3,627
Waste removal	-	795		-	-	-	-	-	-	-	-	-	795	-

O/S Creditors

O/S debts	247,465	28,235	12,999	17,050	20,000								325,750	
													-	
													-	
													-	
													-	
													-	
													-	
													-	

TOTAL EXPENDITURE	-	313,602	68,880	31,984	37,290	40,466	74,586	53,637	21,681	25,697	25,710	18,385	46,507	758,426	525,821
Bank Balance C/F	179,384	128,324	68,661	156,365	168,368	137,407	325,441	338,162	327,415	310,719	292,773	283,365	246,658		
Budget Surplus/(Deficit) in year													67,274	67,274	191,932