



STAVELEY TOWN COUNCIL

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Staveley Hall
Hall Drive
Staveley
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20 December 2024

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 **Monday, 6 January 2025 at Staveley Hall.**

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 MEETING

To confirm and sign the minutes of the meeting held on 19 November 2024.

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/Fire Service may provide an update on local matters.

6. 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.

7. CONSULTATION FROM DERBYSHIRE COUNTY COUNCIL – FUTURE USE OF REMAINING RESIDENTIAL HOMES

To consider the Town Council's response to the consultation regarding the future use of the County Council's 8 remaining residential care homes. See attached paper for full details.

8. FINANCE MATTERS

- a) To approve and sign the schedule of payments to 30 November 2024.
- b) To note the Summary of Income and Expenditure to 30 November 2024.
- c) To note the bank reconciliation to 30 November 2024
- d) To note the reserves balances report to 30 November 2024.

9. DRAFT BUDGET 2025-26

To consider the report of the Town Clerk and RFO.

10. CONSULTATION FROM GOVERNMENT – STRENGTHENING THE STANDARDS AND CONDUCT FRAMEWORK FOR LOCAL AUTHORITIES IN ENGLAND

To consider the Town Council's response to the above consultation following

release of the 'English Devolution' whitepaper – follow the link for full details:
[Strengthening the standards and conduct framework for local authorities in England - GOV.UK](#)

11. CONSULTATION FROM GOVERNMENT – LOCAL AUDIT REFORM: A STRATEGY FOR OVERHAULING THE LOCAL AUDIT SYSTEM IN ENGLAND

To consider the Town Council's response to the above consultation following release of the 'English Devolution' whitepaper – follow the link for full details:
[Local audit reform: a strategy for overhauling the local audit system in England - GOV.UK](#)

12. EXCLUSION OF PRESS AND PUBLIC

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 the following items as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

13. MARKET OPERATIONS

To consider the confidential report of the Town Clerk and RFO (previously circulated).

STAVELEY TOWN COUNCIL

Minutes of an Ordinary meeting of Staveley Town Council held at 6.00 pm on Tuesday, 19 November 2024 at Staveley Hall.

Present:

Councillors

M Bagshaw
B Bingham
C Chambers
J Collins
B Dyke

S Hartley
P Jacobs
P Mann
D Parsons
J Ridgway

D Rhodes
K Thornton
E Tidd
P Wilson

In attendance: Mrs S Doherty (Town Clerk) and 16 members of the public.

2425-54 TO NOTE APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors S Bean, A Ogle and C Jackson.

2425-55 TO RECEIVE DECLARATIONS OF INTERESTS

Councillor D Rhodes declared a non-pecuniary interest in Agenda Item 7b – Grant Applications as the Chair of SPOT.

2425-56 MINUTES OF THE PREVIOUS MEETING

RESOLVED:

That the minutes of the meeting held on 24 September be approved and signed as a correct record.

2425-57 CHAIRMAN'S ANNOUNCEMENTS

The Chair reported that she had attended the Festival of Remembrance event in Chesterfield and the Staveley Remembrance Sunday Service. Councillor Dyke had attended the Chesterfield Remembrance Sunday Service on her behalf. She gave thanks to the organisers and to Councillor Dyke for standing in for her.

2425-58 PUBLIC PARTICIPATION SESSION

A representative of a local group tried to raise matters relating to an agreement with the Council and was advised that they could not discuss it in the public session and should make a request in writing.

A resident wished to offer thanks to a Councillor and 2 members of the public who helped her husband when he tripped over a step outside the Memorial Gardens on Remembrance Sunday. She also reported that the Staveley Armed Forces Day would be returning to Poolsbrook.

A representative of SPOT wished to inform the Council that there were 20 plus members of the SPOT committee and that they all worked for free and had put their own money into funding activities for the community and to help with fundraising for future events.

2425-59 REPORTS FROM BOROUGH AND COUNTY COUNCILLORS

The Chair reported that Councillor Hayes had emailed a report prior to the meeting which had been circulated via email to all.

Councillor Ridgway felt it was really important that the Town Council respond to the County Council's decision to look at closing the Staveley Centre and other local care home facilities which were very well used. It was proposed that an Ordinary meeting be called to discuss the matter with a view to writing a letter to the County Council.

Councillor Bingham added that he was also dismayed about the proposed closures and gave an update on the County Council's more recent activities.

In response to a point made about flooding at Poolsbrook, Councillor Dyke explained that objections were made at the time of planning applications were considered but there had been no objections from the Water company or the highways department and this had tied the Borough Council's hands. However there were planning conditions which were being investigated pending enforcement and a pipe had been unblocked which was easing the problem.

Councillor Dyke further added that the works on the Market Square would be commencing shortly and that building of new council houses was now continuing onto Edward Street at Middlecroft.

RESOLVED: That an additional ordinary meeting be scheduled.

2425-60 COMMUNITY GRANTS

- a) Community Grants Policy and Associated Documents
Councillors considered the draft policy and application forms proposing a new grant scheme which allowed small grants of upto £1,000 and large grants of upto £20,000 to be applied for by community groups and organisations.

RESOLVED: That the policy and associated documents be approved and adopted subject to the small grants being 'upto £500'.

- b) Grant Applications Received (considered under the previous scheme)
 - i. Middlecroft Allotment Society
Councillors considered the application but felt that it did not meet the spirit of the grants scheme.

It was moved and seconded that the application be approved.

THE MOTION FAILED AND THE APPLICATION WAS NOT GRANTED.

A recorded vote having been requested, the voting was as follows:

FOR: Councillors P Mann, D Parsons, P Wilson and D Rhodes (4)

AGAINST: Councillors K Thornton, C Chambers, M Bagshaw, P Jacobs, J Collins, S Hartley, B Bingham, B Dyke (8)

ABSTENTIONS: Councillors E Tidd and J Ridgway (2)

Councillor D Rhodes withdrew from the meeting during consideration of the following items.

- ii. SPOT – Santa’s Grotto gifts and Family Fun Day
Councillors considered the request. During the debate the Chair invited a representative of SPOT to provide further information on the activities of the group and its finances.

RESOLVED UNANIMOUSLY: That a grant totalling £400 be awarded.

- iii. Inkersall Women’s Club – Christmas Party
Councillors considered the application.

RESOLVED UNANIMOUSLY: That a grant of £152 be awarded.

Councillor D Rhodes returned to the meeting.

- iv. Middlecroft Community Network – Senior Citizens Christmas Dinner and Children’s Christmas Disco
Councillors considered the request to support the provision of two events to be held at the Speedwell Rooms.

RESOLVED: That a grant of £1,000 be awarded

A recorded vote having been requested, the voting was as follows:

FOR: Councillors P Mann, D Parsons, P Wilson, D Rhodes, B Dyke, J Ridgway and E Tidd (7)

AGAINST: None (0)

ABSTENTIONS: Councillors K Thornton, C Chambers, M Bagshaw, P Jacobs, J Collins, S Hartley, and B Bingham (7)

- c) Service Level Agreement Grant Request – Citizen’s Advice Bureau
Councillors considered the request and queried if CIL money could be used for this provision. Councillors requested that the Clerk find out and report back to the next meeting to enable consideration of

the matter.

2425-61 ANNUAL REPORT 2023-24 – PRINTING AND DISTRIBUTION COSTS

Councillors considered the report of the Town Clerk and RFO.

A councillor re-opened previous debate about the style of the report then expressed concern about previous delivery companies having not delivered the items and deposited them in a hedge bottom instead.

Another Councillor requested the Council consider providing the report in different formats and posting it out to those who needed it. It was explained that the Council did not have that information and agencies would not share personal details of that nature. People could make the request and the Council could try to accommodate them.

It was suggested that the Council did not post to all households and instead put them in surgeries, the library and restrooms. It was suggested that this may ultimately cost more to do smaller print runs. Also, not all Councillors were able to deliver the report themselves.

A motion was put to accept the quotes as recommended by the Town Clerk. Upon the vote the motion failed.

2425-62 SCHEME OF DELEGATION

Councillors considered the draft scheme of delegation. The Terms of Reference had been through the relevant committees and were recommended for approval.

RESOLVED:

That the scheme of delegation be approved and adopted.

2425-63 STAFF TRAINING POLICY

Councillors considered the draft policy which had been recommended for approval by the Policy Finance and Publicity Committee.

RESOLVED: That the Staff Training Policy be approved and adopted.

2425-64 RISK MANAGEMENT POLICY, STRATEGY AND REGISTER

Councillors considered the draft documents which had been recommended for approval by the Policy, Finance and Publicity Committee.

RESOLVED: That the Risk Management Policy, Strategy and Register be approved and adopted.

2425-65 LOCAL COUNCIL AWARD SCHEME APPLICATION

RESOLVED: That the Council confirms the criteria for the Bronze level award are met and that the Clerk be authorised to make the necessary application.

2425-66 REVIEW OF COMMITTEE MEMBERSHIP

Councillors considered the report of the Town Clerk and RFO.

RESOLVED: That the HR Committee be expanded by 1 seat and the following additional appointments to Committees be made:

Policy, Finance and Publicity Committee: Councillor S Hartley

Planning and Environment Committee: Councillors S Hartley, J Collins, D Parsons and P Wilson.

HR Committee: Councillor S Hartley

2425-67 FINANCE MATTERS

RESOLVED:

- a) That the schedule of payments to 31 October 2024 be approved.
- b) That the Summary of Income and Expenditure to 31 October 2024 be noted.
- c) That the bank reconciliation to 31 October 2024 be noted.
- d) That the reserves report be noted.

2425-68 DRAFT BUDGET 2025-26

RESOLVED: That the report be deferred to the next meeting.

2425-69 EXCLUSION OF PRESS AND PUBLIC

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 items as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

2425-70 SUSPENSION OF STANDING ORDERS

During the following item it as necessary to consider the suspension of standing order number 3y to conclude the discussion on Land Matters.

RESOLVED: That Standing order no. 3y be suspended to enable conclusion of business on the following item. All other matters to be deferred to the next meeting.

2425-71 LAND MATTERS

Councillors considered the request.

RESOLVED:

That the request be granted subject to an undertaking to indemnify the Council against future costs of the installation and any removal costs.

2425-72 MARKET OPERATIONS

RESOLVED: That the report be deferred to the next meeting.

2425-73 STAFFING MATTERS

RESOLVED: That the report be deferred to the next meeting.

The Chairman declared the meeting closed at 8:05pm.

Signed: _____ (Chairman)

Agenda Item 7 – DCC Consultation on Residential Care Homes

What this consultation is about

Following our previous [consultation on redesigning residential and day care for older people](#), our Cabinet agreed on Thursday 14 November 2024 to carry out a further consultation on new options to support the council's intention to create a sustainable service for the future. This would focus on:

- specialist services for people with dementia and their carers, offering long-term residential care and flexible day and overnight breaks to support carers
- greater integration with health partners to provide short-term reablement and assessment services to support timely discharge from hospital, prevent unplanned hospital admissions and reduce the risk of readmission, thereby helping people stay at home for as long as they can
- moving from mixed model care homes, where both long-term and short-term residents are cared for, to single model care homes, focusing on settings which either provide support to people with dementia and their carers or on providing short-term reablement and assessment

We now operate 8 residential care homes. Seven of these are: Ada Belfield, Florence Shipley, Meadow View, Oaklands, the Staveley Centre, Thomas Fields and Whitestones. These homes offer a total of 150 long-term beds and 78 community support beds which offer short-term reablement and assessment services. We also operate Bennerley Fields, which will move towards a single operating model for the exclusive provision of community support beds.

For Cabinet to make final decisions in relation to the redesign proposals, a further public consultation was approved in relation to the delivery of care provided at Ada Belfield, the Staveley Centre and Thomas Fields. Face-to-face meetings are planned with the current residents and their families at these homes.

Subject to the consultation, it is suggested that moving away from a mixed model of care to a single model would better meet the needs of residents and would best utilise the expertise of our staff, and represents the most effective use of our services for local people.

We would like to hear your views on the 2 proposed options for the future delivery of care provided at our remaining homes. Please complete the survey and tell us what you think about the changes we're proposing. Each option is set out in detail at the start of the questionnaire.

The decision and this timetable for consultation are subject to the council's normal 'call-in' procedures which allow for further scrutiny of a decision once it's been made.

Option 1
The Council ceases to operate long term residential and any overnight respite care at Thomas Fields and repurposes the entire building for the provision of community support beds. The Council also ceases to operate long-term residential care, and

respite care at the Staveley Centre and repurposes the entire building for the provision of community support beds. The current residents at these homes would be supported to secure and transition to suitable and reasonable alternative accommodation in accordance with a set of Pledges.

The Council moves towards an increased offer of 92 community support beds (an increase of 14 beds compared with the current offer): 32 at Staveley, 20 at Thomas Fields and 40 at Bennerley Fields. These beds are referred to as 'pathway 2 beds' for people leaving hospital or to avoid hospital admission. Increasing the number of beds with a wide geographical spread would support more people to maximise independence, have therapy to recover and would improve flow through the local hospitals which benefits everyone.

The Council ceases to operate long term care at Ada Belfield and the home is placed on the open market for a period of eight weeks, to be sold or leased as a going concern. If it is not possible to sell or lease the home as a going concern, current residents would be supported to find and transition to reasonable and suitable alternative accommodation in accordance with a set of Pledges.

Under this option the Council would retain Florence Shipley and Whitestones and would ultimately achieve an increased offer of 32 beds at both Meadow View and Oaklands, all under a single operating model with a total of 136 beds to support people with long term residential care, overnight respite care and day opportunities for people living with dementia.

Option 2

The Council ceases to operate long term residential and overnight respite care at Ada Belfield, The Staveley Centre and Thomas Fields. These residential homes be placed on the open market for a period of eight weeks, to be sold or leased as going concerns. If it is not possible to sell any of the homes as going concerns, current residents would be supported to find and transition to reasonable and suitable alternative accommodation in accordance with a set of Pledges and the homes would be closed on a permanent basis.

This option would enable the Council to continue to provide 72 community support beds jointly with partners from DCHS: 16 at Meadow View, 16 at Oaklands under a mixed model and 40 at Bennerley Fields under a single operating model and 104 beds to support people with long term residential care, overnight respite care and day opportunities for people living with dementia.

Under this option the Council would also retain Florence Shipley and Whitestones to provide long term care and support, overnight and day breaks for people living with dementia under a single operating model and a mixed model at Oaklands and Meadow View.

Staveley Town Council

20 December 2024 (2024 - 2025)

PAYMENTS LIST - Nov 2024

[illegible]

414	IT/Software licences	05/11/2024	Co-op Current Ac	Software Licence Subscript	Microsoft Limited	S	129.46	25.91	155.37
415	Security Alarm - Hall	06/11/2024	Co-op Current Ac	Maintenance - Security Ala	PWP Fire Alarm & Secu	S	547.17	109.43	155.37 656.60
416	Bldg Maint - Speedwell	06/11/2024	Co-op Current Ac	Maintenance Supplies	Poundland	S	0.84	0.16	656.60 1.00
417	Bldg Maint - Speedwell	06/11/2024	Co-op Current Ac	Maintenance Supplies	B&M Retail Ltd	S	4.17	0.83	1.00 5.00
418	Bldg Maint - Speedwell	06/11/2024	Co-op Current Ac	Maintenance Supplies	Aldi Stores	S	2.49	0.50	5.00 2.99
419	Bldg Maint - Speedwell	06/11/2024	Co-op Current Ac	Maintenance Supplies	BHF Shops Ltd	S	1.67	0.33	2.99 2.00
421	Roof Repairs	07/11/2024	Co-op Current Ac	Roof Repairs	Dalton Roofing and Sor	S	3,599.10	719.82	2.00 4,318.92
421	Roof Repairs	07/11/2024	Co-op Current Ac	Roof Repairs	Dalton Roofing and Sor	S	9,899.10	1,979.82	4,318.92 11,878.92
421	Roof Repairs	07/11/2024	Co-op Current Ac	Roof Repairs	Dalton Roofing and Sor	S	1,999.00	399.80	11,878.92 2,398.80
420	Refurb Costs	07/11/2024	Co-op Current Ac	Roof Repairs	Dalton Roofing and Sor	S	17,999.10	3,599.82	2,398.80 18,596.64
424	Postage	08/11/2024	Co-op Current Ac	Postage stamp	Post Office Ltd	Z	0.85		18,596.64 21,598.92
423	Cleaning Supplies	08/11/2024	Co-op Current Ac	Cleaning Supplies	Green Clean (RCCS)	X	76.00		21,598.92 0.85
422	Refurb Costs	08/11/2024	Co-op Current Ac	Installation of new heating	Spheretech Limited	S	6,008.05	1,201.62	0.85 76.00
425	Civic functions	09/11/2024	Co-op Current Ac	Catering Supplies	Iceland	E	41.25		76.00 7,209.67
426	Working Budget	11/11/2024	Co-op Current Ac	Catering Supplies	Morrisons	Z	15.09		7,209.67 7,209.67
427	SWell - Telephone/BBand	11/11/2024	Co-op Current Ac	Telephone/Broadband	1st call.com Limited	S	54.06	10.81	7,209.67 41.25
428	Refurb Costs	11/11/2024	Co-op Current Ac	Installation of new heating	Spheretech Limited	S	2,347.97	469.60	41.25 15.09
428	Refurb Costs	11/11/2024	Co-op Current Ac	Installation of new heating	Spheretech Limited	S	343.75	68.75	15.09 15.09
436	VAT owed	12/11/2024	Co-op Current Ac	VAT Bill	HMRC	R		988.40	15.09 15.09
435	Working Budget	12/11/2024	Co-op Current Ac	Catering Supplies	Morrisons	Z	114.00		15.09 15.09
429	Postage	13/11/2024	Co-op Current Ac	Christmas Lights	Festive Lights Ltd	S	3.32	0.67	15.09 64.87
429	Christmas Lights	13/11/2024	Co-op Current Ac	Christmas Lights	Festive Lights Ltd	S	59.11	11.82	64.87 64.87
430	Christmas Lights	13/11/2024	Petty Cash	Christmas Lights	K Johnson	X	400.00		64.87 64.87
438	Gas/Electric-Hall/Stables	14/11/2024	Co-op Current Ac	Stables Gas	British Gas	L	44.30	2.22	64.87 400.00
439	Gas/Electric-Hall/Stables	14/11/2024	Co-op Current Ac	Gas Bill	British Gas	S	766.32	153.27	400.00 46.52

437	Gas/Electric - Speedwell	14/11/2024	Co-op Current Ac	Gas Bill	British Gas	L	11.07	0.55	11.62
432	Cleaning Contract	15/11/2024	Co-op Current Ac	Cleaning Contract	Green Clean (RCCS)	X	610.20		610.20
432	Cleaning Contract	15/11/2024	Co-op Current Ac	Cleaning Contract	Green Clean (RCCS)	X	1,067.85		1,067.85
									1,678.05
434	Equipment Maintenance	15/11/2024	Co-op Current Ac	PAT Testing	UK Safety Management	S	152.00	30.40	182.40
431	Cleaning Supplies	15/11/2024	Co-op Current Ac	Cleaning Supplies	Green Clean (RCCS)	X	63.00		63.00
433	Bldg Maint - Speedwell	15/11/2024	Co-op Current Ac	PAT Testing	UK Safety Management	S	146.00	29.20	175.20
432	Cleaning Contract - SWell	15/11/2024	Co-op Current Ac	Cleaning Contract	Green Clean (RCCS)	X	711.90		711.90
441	Christmas Lights	15/11/2024	Co-op Current Ac	Event Supplies	Amazon	S	31.66	6.33	37.99
447	Gas/Electric-Hall/Stables	18/11/2024	Co-op Current Ac	Electricity Bill	YGP - Yorkshire Gas ar	S	3,192.11	638.42	3,830.53
449	Gas/Electric-Hall/Stables	18/11/2024	Co-op Current Ac	Stables Electric	Corona Energy Retail	S	472.20	94.44	566.64
443	Working Budget	18/11/2024	Co-op Current Ac	Event Supplies	Sainsbury's	S	10.42	2.08	12.50
448	Gas/Electric - Speedwell	18/11/2024	Co-op Current Ac	Electricity Bill	Corona Energy Retail	S	903.91	180.78	1,084.69
446	Conference fees	18/11/2024	Co-op Current Ac	Staff Training	SLCC Enterprises Ltd	S	270.00	54.00	324.00
446	Conference Expenses	18/11/2024	Co-op Current Ac	Staff Training	SLCC Enterprises Ltd	X	130.00		130.00
444	Allotments Maintenance	18/11/2024	Co-op Current Ac	Maintenance Supplies	Planet Timber Supplies	S	60.00	12.00	72.00
440	Christmas Lights	18/11/2024	Co-op Current Ac	Christmas Lights	MK Discounts	X	89.99		89.99
442	Christmas Lights	18/11/2024	Co-op Current Ac	Christmas Lights	Festive Lights Ltd	S	133.32	26.67	159.99
444	Fuel and Oil (Van)	18/11/2024	Co-op Current Ac	Maintenance Supplies	Planet Timber Supplies	S	16.67	3.33	20.00
445	2023-24	18/11/2024	Co-op Current Ac	Poppy Wreaths	The Royal British Legio	S	100.00	20.00	120.00
450	Christmas Lights	19/11/2024	Co-op Current Ac	Event Supplies	Digital Isle Limited	S	62.11	12.42	74.53
451	Pension Payments	19/11/2024	Co-op Current Ac	Pension payments	Derbyshire County Cou	X	1,625.76		1,625.76
455	Christmas Lights	20/11/2024	Co-op Current Ac	Event Supplies	Amazon	S	19.18	3.84	23.02
452	Water Rates - Hall/Stables	21/11/2024	Co-op Current Ac	Water Rates	Water Plus Payments	Z	30.86		30.86
453	Christmas Lights	21/11/2024	Co-op Current Ac	Event Supplies	Amazon	S	6.58	1.32	7.90

454	Christmas Lights	21/11/2024	Co-op Current Ac	Event Supplies	Amazon	S	15.19	3.04	18.23
									18.23
457	Cleaning Supplies	22/11/2024	Co-op Current Ac	Cleaning Supplies	Green Clean (RCCS)	X	260.70		260.70
									260.70
458	Community Grants	22/11/2024	Co-op Current Ac	Grant	SPOT	X	400.00		400.00
									400.00
459	Community Grants	22/11/2024	Co-op Current Ac	Grant	Middlecroft Community	X	1,000.00		1,000.00
									1,000.00
456	Community Grants	22/11/2024	Co-op Current Ac	Grant	Inkersall Women's Clut	X	152.00		152.00
									152.00
460	IT/Software licences	24/11/2024	Co-op Current Ac	Software Licence Subscript	Microsoft Limited	S	86.88	17.36	104.24
									104.24
463	Waste Collection	24/11/2024	Co-op Current Ac	Refuse collection	Biffa Waste Services Ltd	S	64.60	12.92	77.52
									77.52
461	Waste Removal	24/11/2024	Co-op Current Ac	Refuse collection	Biffa Waste Services Ltd	S	42.44	8.49	50.93
									50.93
462	Waste Removal	24/11/2024	Co-op Current Ac	Refuse collection	Biffa Waste Services Ltd	S	8.28	1.66	9.94
									9.94
464	Tax/NI	25/11/2024	Co-op Current Ac	PAYE	HMRC	X	3,658.42		3,658.42
									3,658.42
465	Other phone lines	26/11/2024	Co-op Current Ac	Mobile contract	EE Limited	S	43.50	8.70	52.20
									52.20
466	Christmas Lights	26/11/2024	Co-op Current Ac	Event Supplies	Direct Channel Support	S	21.95	4.39	26.34
									26.34
473	Professional Advice/fees	27/11/2024	Co-op Current Ac	Building Valuations	Jonathan V Davies Cha	S	1,250.00	250.00	1,500.00
473	Professional Advice/fees	27/11/2024	Co-op Current Ac	Building Valuations	Jonathan V Davies Cha	S	750.00	150.00	900.00
473	Professional Advice/fees	27/11/2024	Co-op Current Ac	Building Valuations	Jonathan V Davies Cha	S	750.00	150.00	900.00
									3,300.00
472	Audit	27/11/2024	Co-op Current Ac	External Audit Fees	PKF Littlejohn LLP	S	1,680.00	336.00	2,016.00
									2,016.00
469	Building Maintenance	27/11/2024	Co-op Current Ac	Electrical work	J. Barnes Electrical	S	30.00	6.00	36.00
									36.00
470	Building Maintenance	27/11/2024	Co-op Current Ac	Replace Fire Sign	J Barnes Electrical Contr	S	66.67	13.33	80.00
									80.00
471	Building Maintenance	27/11/2024	Co-op Current Ac	Electrical work	J Barnes Electrical Contr	S	284.22	56.85	341.07
471	Building Maintenance	27/11/2024	Co-op Current Ac	Electrical work	J Barnes Electrical Contr	S	120.00	24.00	144.00
									485.07
469	Bldg Maint - Speedwell	27/11/2024	Co-op Current Ac	Electrical work	J. Barnes Electrical	S	40.00	8.00	48.00
									48.00
467	Keys and Locks	27/11/2024	Co-op Current Ac	Padlock and Keys Set	Squire Padlocks (ToolC	S	31.87	6.37	38.24
467	Keys and Locks	27/11/2024	Co-op Current Ac	Padlock and Keys Set	Squire Padlocks (ToolC	S	38.00	7.60	45.60
467	Keys and Locks	27/11/2024	Co-op Current Ac	Padlock and Keys Set	Squire Padlocks (ToolC	S	6.95	1.39	8.34
									92.18
468	Civic functions	27/11/2024	Co-op Current Ac	PA Hire - Remembrance	CM Electronics	X	100.00		100.00
									100.00
475	Insurance	29/11/2024	Co-op Current Ac	Insurance	Zurich	X	3,629.89		3,629.89

[illegible]

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
Administration	536,656.00	552,406.30	15,750.30 (2%)	55,340.00	25,617.78	29,722.22 (53%)	45,472.52
Allotments	173.24	443.44	270.20 (155%)	1,254.00	365.74	888.26 (70%)	1,158.46
Civic Costs			0.00 (N/A)	11,000.00	578.15	10,421.85 (94%)	10,421.85
Community Services	50,000.00	72,012.19	22,012.19 (44%)	43,560.00	19,961.31	23,598.69 (54%)	45,610.88
Loans			0.00 (N/A)	151,250.30	155,749.15	-4,498.85 (-2%)	-4,498.85
Market Place	2,800.00	206.76	-2,593.24 (-92%)	2,900.00	1,116.04	1,783.96 (61%)	-809.28
Speedwell Rooms	33,500.00	19,958.23	-13,541.77 (-40%)	66,098.80	65,138.29	960.51 (1%)	-12,581.26
Staffing Costs			0.00 (N/A)	196,877.60	94,105.45	102,772.15 (52%)	102,772.15
Staveley Hall & Stables	93,500.00	80,786.25	-12,713.75 (-13%)	162,950.00	96,263.91	66,686.09 (40%)	53,972.34
Vehicle			0.00 (N/A)	2,850.00	441.45	2,408.55 (84%)	2,408.55
zOutstanding bills			0.00 (N/A)	25,490.20	25,026.98	463.22 (1%)	463.22
NET TOTAL	716,629.24	725,813.17	9,183.93 (1%)	719,570.90	484,364.25	235,206.65 (32%)	244,390.58
Total for ALL Cost Centres		725,813.17			484,364.25		
V.A.T.		22,178.28			33,997.58		
GROSS TOTAL		747,991.45			518,361.83		

Staveley Town Council

Prepared by: S DOHERTY, TOWN CLERK + RFO
Name and Role (Clerk/RFO etc)

Date: 20/12/24.

Approved by: _____
Name and Role (RFO/Chair of Finance etc)

Date: _____

A	Bank Reconciliation at 30/11/2024		
	Cash in Hand 01/04/2024		309,638.08
	ADD Receipts 01/04/2024 - 30/11/2024		743,376.69
			1,053,014.77
	SUBTRACT Payments 01/04/2024 - 30/11/2024		518,361.83
	Cash in Hand 30/11/2024 (per Cash Book)		534,652.94
B	Cash in hand per Bank Statements		
	Petty Cash 30/11/2024	1,486.40	
	Co-op Current Account 30/11/2024	13,431.97	
	Co-op Sweep Account 30/11/2024	92,708.31	
	Co-op Savings Account 30/11/2024	409.34	
	CONTRA ACCT 30/11/2024	0.00	
	CCLA PSDF 30/11/2024	426,616.92	
			534,652.94
	Less unrepresented payments		
			534,652.94
	Plus unrepresented receipts		
	Adjusted Bank Balance		534,652.94
	A = B Checks out OK		

Staveley Town Council
Reserves Balance up to 30th Nov 2024
2024 - 2025

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Capital					
Allotment Capital Fund	9,580.00				9,580.00
Total Capital	9,580.00				9,580.00
Earmarked					
CIL	167,689.70	-3,889.05	66,717.79	71,808.11	168,890.97
Hall & Stables Maintenance		15,000.00			15,000.00
Speedwell Maintenance		1,000.00			1,000.00
Elections Fund		4,000.00			4,000.00
Van Replacement		500.00			500.00
Computer Replacement		500.00			500.00
Special Projects		500.00			500.00
Staveley Market Improvements		3,000.00			3,000.00
Total Earmarked	167,689.70	20,610.95	66,717.79	71,808.11	193,390.97
TOTAL RESERVE	177,269.70	20,610.95	66,717.79	71,808.11	202,970.97
GENERAL FUND					347,663.03
TOTAL FUNDS					550,634.00

Staveley Town Council															11 October 2024 (2024 - 2025)	
Detailed Budget Summary																
All Cost Centres and Codes (Between 01/10/2024 and 31/03/2025)																

58	By-Elections									4,000.00		3000	3,000.00		4,000.00	To reserves if unspent
New	Staffing Recharge														2121.81	
	SUB TOTAL		16,000.00	12,419.82						11,000.00	242.15	5534.90	9777.05		13,621.81	

Community Services

Community Services		Last Year 2023 - 2024				Current Year 2024 - 2025				Next Year 2025-2026						
		Receipts		Payments		Receipts		Payments		Receipts	Payments					
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget	
51	Community Grants									5,000.00		5,000.00	5,000.00		5,000.00	Small grants fund
52	Events/Entertainment		393.51	7,200.00	5,194.92		204.08		204.08	5,000.00	454.57	2,500.02	2,954.59		10,800.00	
53	Christmas switch-on			18,000.00	16,392.55					15,000.00	1,120.00	13,880.00	15,000.00		20,000.00	Lights and switch on event
54	Hanging Baskets									5,560.00	6,060.00		6,060.00		13,000.00	extra 60 baskets to go into villages
86	CIL Receipts	50,000.00	150,845.70	12,000.00	250.00	50,000.00	51,401.79	20,406.32	71,808.11		2,750.00		2,750.00	20,500.00		
108	Community Equipment										4,000.00		4,000.00		4,000.00	From CIL (Hollingwood sheds)
109	Street Furniture									13,000.00	1,968.00	1,968.00	3,936.00		10,000.00	From CIL
New	Neighbourhood Plan														10,000.00	From CIL
New	SLA Grants												2272.5		20,000.00	9090.00 CAB advice proposal included
New	Staffing Recharge														53,045.35	
	SUB TOTAL	50,000.00	151,239.21	37,200.00	21,837.47	50,000.00	51,605.87	20,406.32	72,012.19	43,560.00	16,352.57	23,348.02	41,973.09	20,500.00	145,845.35	

Loans

Loans		Last Year 2023 - 2024				Current Year 2024 - 2025								Next Year 2025-2026	
		Receipts		Payments		Receipts				Payments				Receipts	Payments
		Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total
69	PWLB			55,000.00	54,571.34					54,571.30	27,285.67	27,285.65	54,571.32		55,000.00
70	CBC Loan 1			16,072.76	16,072.76					15,682.80	15,682.77		15,682.77		15,292.76 final year
71	CBC Loan 2			45,000.00	35,998.29					80,996.20	85,495.04		85,495.04		89,995.73
99	Loan Drawdown	80,000.00	80,000.00												
	SUB TOTAL	80,000.00	80,000.00	116,072.76	106,642.39					151,250.30	128,463.48	27,285.65	155,749.13		160,288.49

Market Place

		Last Year 2023 - 2024				Current Year 2024 - 2025								Next Year 2025-2026	
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
7	Market rents	1,400.00	1,450.08			2,800.00	181.74		181.74					500.00	
59	CBC Electric charges			500.00						500.00		250.02	250.02		524.96
60	Market-NNDR			2,345.30	1,147.70					1,400.00	687.70	460.00	1,147.70		1,200.00
87	CBC Insurance			500.00						500.00		250.02	250.02		500.00
105	Market Promotion									500.00		250.02	250.02		500.00
111	Relocation costs										90.00		90.00		
New	Staffing Recharge														6365.44
	SUB TOTAL	1,400.00	1,450.08	3,345.30	1,147.70	2,800.00	181.74		181.74	2,900.00	777.70	1,210.06	1,987.76	500.00	9,090.40

Speedwell Rooms

		Last Year 2023 - 2024				Current Year 2024 - 2025								Next Year 2025-2026	
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
6	Speedwell Room Hi	34,380.00	24,691.67			30,000.00	11,030.94	12,916.10	23,947.04					31,500.00	
9	Bar Income	10,234.00	2,056.37			2,500.00	450.00	1,249.98	1,699.98					2,000.00	
13	Misc Income	1,000.00	1,881.61			1,000.00	1,311.83	1311.83	2,623.66					2,600.00	
61	Bldg Maint - Speedwell			2,500.00	2,519.94					1,879.14	1,133.47	740.00	1,873.47		2,000.00
NEW	Equipmt Maint														500.00
NEW	Fire Alarm									311.25	311.25		311.25		400
NEW	Security Alarm									809.61	809.61		809.61		820
62	SWell - Licences/permits			1,696.00	2,832.08					1,500.00	180.00	750.00	930.00		1,575.00

63	Bar Stock	7,500.00	466.69			2,000.00									0.00
64	Gas/Electric - Speedwell	10,000.00	8,515.29			10,000.00	2,605.11	6,524.24	9,129.35						10,000.00
65	SWell-Water Rates	1,500.00	1,408.03			1,500.00	374.45	750.00	1,124.45						1,575.00
66	Speedwell - NNDR	7,609.75	8,751.21			11,000.00	6,563.01	4,376.00	10,939.01						11,500.00
67	SWell - EPOS	1,701.36	322.77			500.00		250.02	250.02						
68	SWell - Telephone/BBand	3,627.12	622.31			1,000.00	270.30	499.98	770.28						1,000.00
97	Waste Removal		795.00			1,100.00	333.67	550.02	883.69						1,154.96
103	Cleaning Supplies - SWell		980.78			1,000.00	240.84	499.98	740.82						1,000.00
104	Cleaning Contract - SWell	7,774.00	6,578.00			9,500.00	5,034.15	4,750.02	9,784.17						9,974.96
New	Refurb costs					50,000.00		50,000	50,000.00						50,000.00 From CIL
New	Staffing Recharge														53045.35
	SUB TOTAL	45,614.00	28,629.65	43,908.23	33,792.10	33,500.00	12,792.77	15,477.91	28,270.68	92,100.00	17,855.86	69,690.26	87,546.12	36,100.00	144,545.27

Last Year 2023 - 2024						Current Year 2024 - 2025						Next Year 2025-2026			
Staffing Costs		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
73	Salaries/Wages Gross			88,430.33	84,203.90					156,687.00	45,770.50	78,343.50	124,114.00		167,837.17
74	Employer NI			6,391.20	7,755.92					9,634.00	3,631.60	4,816.98	8,448.58		19,264.42
75	Employer Pension			15,887.88	10,089.71					28,306.60	5,667.89	14,153.28	19,821.17		17,688.61
76	Mileage Claims			100.00	93.60					150.00					150.00
77	Uniforms/PPE			150.00	120.81					250.00	131.55	124.98	256.53		500.00
78	Staff Training			500.00	80.00					1,000.00	57.00	499.98	556.98		1,000.00
79	Staff Expenses			150.00	41.66					150.00					150.00
80	Recruitment Advertising														
81	Conference fees			300.00	255.00					350.00		200.00	200.00		350.00
82	Conference Expenses			300.00	105.00					350.00		200.00	200.00		350.00
98	Redundancy Cost				4,927.35										
NEW	HR and H&S Support														4891.2
New	Recharge income													212181.4	Required to off-set internal transfers - not actual cash income
	SUB TOTAL			112,209.41	107,672.95					196,877.60	55,258.54	98,338.72	153,597.26	212,181.40	212,181.40

Staveley Hall & Stables						Current Year 2024 - 2025						Next Year 2025-2026			
		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
4	Hall and Stables Le:	100,000.00	84,642.82			86,000.00	47,894.16	35786.89	83,681.05					73,394.40	
5	Hall Room Bookings	8,000.00	10,795.81			5,000.00	4,926.59	1,956.80	6,883.39					6,450.00	
12	Functions Income	5,000.00	5,199.34			2,500.00	4,722.64		4,722.64		250.00		250.00	4,000.00	
30	Telephone/Broadband		21.41	9,626.16	9,974.21					12,000.00	3,157.13	6,000.00	9,157.13		12,600.00
32	Cleaning Contract			21,767.20	19,973.20					22,050.00	10,949.70	11,025.00	21,974.70		23,152.56
33	Building Maint / PPM			20,000.00	12,235.10					20,000.00	2,336.72	10,000.02	12,336.74		20,000.00
34	Grounds Maintenance									10,000.00	206.33	4,999.98	5,206.31		10,000.00
35	Security Alarm - Hall			1,500.00	849.02					1,600.00	1,736.21	799.98	2,536.19		1,700.00
36	Fire Alarm - Hall			2,500.00	152.00					1,600.00	1,204.13		1,204.13		1,700.00
37	Licences/Permits-Hall			2,500.00	23.00					3,500.00	2,279.00	1,750.02	4,029.02		2,000.00 only PPL and premises licence required - wedding licence due 2027
38	Gas/Electric-Hall/Stables			30,000.00	43,795.50					45,000.00	20,718.90	22,500.00	43,218.90		55,000.00
39	Water Rates - Hall/Stables			5,000.00	2,689.48					3,000.00	1,421.89	1,500.00	2,921.89		3,150.00
40	Equipment Purchase				237.50					4,032.64	3,367.53	500.00	3,867.53		5,000.00
41	Equipment Maintenance			4,000.00	4,902.63					2,000.00	2,212.16	1,000.02	3,212.18		3,000.00
42	Carpark-NNDR			1,247.50	1,247.50					1,500.00	747.50	500.00	1,247.50		1,300.00
43	Reception-NNDR			910.68	956.22					1,200.00	576.58	383.42	960.00		1,000.00
44	Air Hall-NNDR			1,521.95	1,598.05		1,789.86		1,789.86				0.00		0
45	NNDR-FUNCTION RMS/CAFE			3,592.80	5,052.37					8,800.00	4,057.45	2,704.00	6,761.45		7,000.00
46	Waste Collection			3,786.00	1,832.92					1,200.00	313.77	600.00	913.77		1,500.00
47	Working Budget		99.40	6,000.00	592.16		13.47	13.47	26.94	6,000.00	2,686.78	2,686.78	5,373.56		6,000.00
48	Bad Debt Provision			10,000.00						5,000.00			0.00		2,500.00

88	Cleaning Supplies					1,751.07					1,500.00	931.70	750.00	1,681.70		2,000.00
107	Stables NNDR						2,444.30		2,444.30					0.00		
112	Fire Alarm - Stables											110.25		110.25		360.00
New	Security Alarm - Stables												846.21	846.21		900.00
113	Roof Repairs								15,000.00				15,000.00	15,000.00		
New	Website													0.00		1,000.00
New	Staffing Recharge															53,045.35
	SUB TOTAL	113,000.00	100,758.78	123,952.29	107,861.93	93,500.00	61,791.02	37,757.16	99,548.18	164,982.64	59,263.73	83,545.43	142,809.16	83,844.40		213,907.91

Vehicle		Last Year 2023 - 2024				Current Year 2024 - 2025							Next Year 2025-2026		
		Receipts		Payments		Receipts				Payments			Receipts	Payments	
		Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
83	Van Maintenance			1,000.00	93.26					1,000.00	313.25	0.00	313.25		1,000.00
84	Van Tax/Insurance			300.00	320.00					350.00	335.00	-307.80	27.20		368.00
85	Fuel and Oil (Van)			2,500.00	25.02					1,500.00	25.00	150.00	175.00		1,000.00
New	Staffing Recharge														53.05
	SUB TOTAL			3,800.00	438.28					2,850.00	673.25	1,425.00	515.45		2,421.05

Summary

TOTAL	810,835.24	896,624.05	513,019.94	420,979.16	716,629.24	674,661.04	73,641.39	748,302.43	722,114.54	292,762.58	324,579.13	622,536.75	920,131.68	1,032,907.23	
													212,181.40	212,181.40	Minus staffing recharge adjustments
													707,950.28	820,725.83	Total Income/Expenditure
												52000		89,420.00	Less contribution from CIL
														9,580.00	Less contribution from Capital Fund
														721,725.83	Total Revenue Requirement
				108,548.18								125,765.68	-	13,775.55	Estimated Surplus/Deficit (To/From reserves)

Building PPM contracts

Staveley Hall and Stables

PWP Hall security alarm	890
PWP Hall fire alarm	487.55
PWP stables security alarm	846.21
PWP stables fire alarm	339.4
Geze door maintenance	634.6
Otis Lift Maintenance	1920.48
PAT testing	237.64
Fire Extinguishers - Hall	178.15
Fire Extinguishers - Stables	66.41
Boiler servicing - hall	
Boiler servicing - stables	
Dishwasher	54
	5654.44

Stables Flat

Boiler Service
Electrical Safety Cert
Fire Extinguisher Servicing
Repairs and Maintenance

Speedwell PPM

Security Alarm	809.61
Fire alarm	311.25
PAT Testing	99
Fire Extinguishers	93.72
Dishwashers	111.4
Boiler servicing	
	1424.98

Proposed Community Services Events Budget 2025-26

NB full details of this are still being worked out but this schedule gives a reasonable estimation of current discussions

Event Name	Indicative costs	Notes
Healthy Living Activities	£1,500.00	This will be expanded to cover spring, summer and autumn providing family swim and soft play only
Extreme Wheels	£3,200.00	10 weeks school holiday cover
Poppy Drop	£400.00	
Coach Trip	£2,550.00	Exploring options on this will come back with more info but this is 4 coaches to Cleethorpes
Picnic playday	£1,000.00	Cost £629 in 24-25 - additional budget to expand and provide entertainers
Vintage Tea	£950.00	
Lantern Workshops and parade	£1,200.00	Continue to run in-house
Total	£10,800.00	

Reserves Breakdown - Draft Budget 2025-26

[illegible]

Agenda Item 10 – Consultation on Standards and Conduct – Questions to answer

2. Do you think the government should prescribe a mandatory minimum code of conduct for local authorities in England?

Yes

No

If no, why not?

3. If yes, do you agree there should be scope for local authorities to add to a mandatory minimum code of conduct to reflect specific local challenges?

Yes – it is important that local authorities have flexibility to add to a prescribed code

No – a prescribed code should be uniform across the country Unsure

4. Do you think the government should set out a code of conduct requirement for members to cooperate with investigations into code breaches?

Yes

No

Unsure

5. Does your local authority currently maintain a standards committee?

Yes

No

Add any further comments

6. Should all principal authorities be required to form a standards committee?

Yes

No

Add any further comments

7. In most principal authorities, code of conduct complaints are typically submitted in the first instance to the local authority Monitoring Officer to triage, before referring a case for full investigation. Should all alleged code of conduct breaches which are referred for investigation be heard by the relevant principal authority's standards committee?

Yes, decisions should only be heard by standards committees

No, local authorities should have discretion to allow decisions to be taken by full council

Unsure

8. Do you agree that the Independent Person and co-opted members should be given voting rights?

Yes – this is important for ensuring objectivity

No – only elected members of the council in question should have voting rights

Unsure

9. Should standards committees be chaired by the Independent Person?

Yes

No

Unsure

10. If you have further views on ensuring fairness and objectivity and reducing incidences of vexatious complaints, please use the free text box below.
Add your comments

11. Should local authorities be required to publish annually a list of allegations of code of conduct breaches, and any investigation outcomes?

Yes - the public should have full access to all allegations and investigation outcomes

No - only cases in which a member is found guilty of wrongdoing should be published

Other views (add your comments)

12. Should investigations into the conduct of members who stand down before a decision continue to their conclusion, and the findings be published?

Yes

No

Unsure

17. In your view, what measures would help to ensure that people who are victims of, or witness, serious councillor misconduct feel comfortable coming forward and raising a complaint?

Add your comments

18. Do you think local authorities should be given the power to suspend elected members for serious code of conduct breaches?

Yes – authorities should be given the power to suspend members

No – authorities should not be given the power to suspend members Unsure

19. Do you think that it is appropriate for a standards committee to have the power to suspend members, or should this be the role of an independent body?

Yes - the decision to suspend for serious code of conduct breaches should be for the standards committee

No - a decision to suspend should be referred to an independent body

Unsure

Add your comments

20. Where it is deemed that suspension is an appropriate response to a code of conduct breach, should local authorities be required to nominate an alternative point of contact for constituents during their absence?

Yes – councils should be required to ensure that constituents have an alternative point of contact during a councillor's suspension

No – it should be for individual councils to determine their own arrangements for managing constituents' representation during a period of councillor suspension

Unsure

21. If the government reintroduced the power of suspension do you think there should be a maximum length of suspension?

Yes – the government should set a maximum length of suspension of 6 months

Yes – however the government should set a different maximum length (please specify)

No – I do not think the government should set a maximum length of suspension

Unsure

If you think the government should set a different maximum length, what should this be, in months?

22. If yes, how frequently do you consider councils would be likely to make use of the maximum length of suspension?

Infrequently – likely to be applied only to the most egregious code of conduct breaches

Frequently – likely to be applied in most cases, with some exceptions for less serious breaches

Almost always – likely to be the default length of suspension for code of conduct breaches

Unsure

23. Should local authorities have the power to withhold allowances from suspended councillors in cases where they deem it appropriate?

Yes – councils should have the option to withhold allowances from suspended councillors

No – suspended councillors should continue to receive allowances

Unsure

24. Do you think it should be put beyond doubt that local authorities have the power to ban suspended councillors from council premises and to withdraw the use of council facilities in cases where they deem it appropriate?

Yes – premises and facilities bans are an important tool in tackling serious conduct issues

No – suspended councillors should still be able to use council premises and facilities

Unsure

25. Do you agree that the power to withhold members' allowances and to implement premises and facilities bans should also be standalone sanctions in their own right?

Yes

No

Unsure

26. Do you think the power to suspend councillors on an interim basis pending the outcome of an investigation would be an appropriate measure?

Yes, powers to suspend on an interim basis would be necessary

No, interim suspension would not be necessary

Any further comments

27. Do you agree that local authorities should have the power to impose premises and facilities bans on councillors who are suspended on an interim basis?

Yes - the option to institute premises and facilities bans whilst serious misconduct cases are investigated is important

No - members whose investigations are ongoing should retain access to council premises and facilities

Unsure

28. Do you think councils should be able to impose an interim suspension for any period of time they deem fit?

Yes

No

Any further comments

29. Do you agree that an interim suspension should initially be for up to a maximum of 3 months, and then subject to review?

Yes

No

Any further comments

30. If following a 3-month review of an interim suspension, a standards committee decided to extend, do you think there should be safeguards to ensure a period of interim extension is not allowed to run on unchecked?

Yes – there should be safeguards

No – councils will know the details of individual cases and should be trusted to act responsibly

30a. If you answered yes to above question, what safeguards do you think might be needed to ensure that unlimited suspension is not misused?

Add your comments

31. Do you think councillors should be disqualified if subject to suspension more than once?

Yes – twice within a 5-year period should result in disqualification for 5 years

Yes – but for a different length of time and/or within a different timeframe (please specify)

No - the power to suspend members whenever they breach codes of conduct is sufficient

If you think councillors should be disqualified if subject to suspension more than once over a period different to 5 years, what should this be, in years?

If you think the government should set a different disqualification period, what should this be, in years?

Any other comments

32. Is there a case for immediate disqualification for gross misconduct, for example in instances of theft or physical violence impacting the safety of other members and/or officers, provided there has been an investigation of the incident and the member has had a chance to respond before a decision is made?

Yes

No

Unsure

Any other comments

33. Should members have the right to appeal a decision to suspend them?

Yes - it is right that any member issued with a sanction of suspension can appeal the decision

No – a council's decision following consideration of an investigation should be final

Unsure

34. Should suspended members have to make their appeal within a set timeframe?

Yes – within 5 days of the decision is appropriate to ensure an efficient process

Yes – but within a different length of time (please specify)

No – there should be no time limit for appealing a decision

If you think the government should set a different appeals timeframe, what should this be, in days?

35. Do you consider that a complainant should have a right of appeal when a decision is taken not to investigate their complaint?

Yes

No

Unsure

36. Do you consider that a complainant should have a right of appeal when an allegation of misconduct is not upheld?

Yes

No

Unsure

37. If you answered yes to either of the previous two questions, please use the free text box below to share views on what you think is the most suitable route of appeal for either or both situations.

Add your comments

38. Do you think there is a need for an external national body to hear appeals?

Yes – an external appeals body would help to uphold impartiality

No – appeals cases should be heard by an internal panel

Any further comments

39. If you think there is a need for an external national appeals body, do you think it should:

Be limited to hearing elected member appeals

Be limited to hearing claimant appeals

Both of the above should be in scope

Please explain your answer

40. In your view, would the proposed reforms to the local government standards and conduct framework particularly benefit or disadvantage individuals with protected characteristics, for example those with disabilities or caring responsibilities?

Please tick an option below:

It would benefit individuals with protected characteristics

It would disadvantage individuals with protected characteristics

Neither

Please use the text box below to make any further comment on this question

Agenda Item 11 – Consultation on Local Audit Reform – Questions

Question 1: Do you agree the LAO should become a new point of escalation for auditors with concerns?

Question 2: Do you agree relevant issues identified should be shared with auditors, government departments and inspectorates?

Question 3: Should the LAO also take on the appointment and contract management of auditors and for smaller bodies in the longer term? If so, when should responsibilities transfer from SAAA?

Question 4: Should the LAO oversee a scheme for enforcement cases relating to local body accounts and audit?

Question 5: How could statutory reporting and Public Interest Reports be further strengthened to improve effectiveness?

Question 6: Should the scope of Advisory Notices be expanded beyond unlawful expenditure, or actions likely to cause a loss or deficiency, as defined by the Local Audit and Accountability Act, to include other high-risk concerns?

Question 7: Should the LAO own the register of firms qualified to conduct local audits?

Question 8: Should the LAO hold the power to require local bodies to make changes to their accounts, so that auditors could apply to the LAO for a change to be directed instead of needing to apply to the courts?

Question 9: What are the barriers to progressing accounts reform?

Question 10: Are there structural or governance barriers to accounts reform that need to be addressed?

Question 11: Should any action to reform be prioritised ahead of the establishment of the LAO?

Question 12: Are there particular areas of accounts which are disproportionately burdensome for the value added to the accounts?

Question 13: Do you agree that the current exemption to the usual accounting treatment of local authority infrastructure assets should be extended and if so, when should it expire?

Question 14a: Should the LAO adopt responsibility for CIPFA's Code of Practice on Local Authority Accounting?

Question 14b: Are there other options relating to responsibility of CIPFA's Code of Practice?

Question 15: Should the Accounting Code be freely available if it is not transferred to the LAO?

Question 28: Do you agree that smaller authorities' thresholds should be increased?

Question 29: Do you agree that the lower audit threshold of £25,000 should be increased broadly in line with inflation?

Question 30: Are there other changes that would improve the accounting and limited assurance regime for smaller authorities?