

GODMANCHESTER TOWN COUNCIL
MINUTES OF THE TOWN COUNCIL MEETING HELD IN THE
TOWN HALL ON THURSDAY 17 APRIL 2014

PRESENT: D UNDERWOOD: Town Mayor;
Councillors: Mrs WORTHINGTON (Deputy Mayor) M COHEN; Mrs S CONBOY; Ms L COPPER; R COXHEAD; P
GODLEY; Ms J MACLEOD; P MALLEY; P MORGAN; N PAULEY; D TAYLOR;
N WELLS; A WELTON.

Town Clerk: Mrs M LIDDIARD
Mace Bearer: MR M WILLIAMS

5 members of the public were in attendance

14/049 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE

ACTION

CLLR WILSON and CLLR Mrs WILSON: holiday; CLLR VANE PERCY: attending Maundy Thursday Church service.

14/050 DECLARATIONS OF INTEREST

CLLR WELLS: item relating to Old Court Hall parking. CLLR TAYLOR: planning application as applicant known to him.

14/051 MINUTES OF PREVIOUS MEETING

The Minutes of the meeting held on 20 March 2014 were duly APPROVED and signed as a complete and accurate record.

14/052 TOWN MAYOR'S ANNOUNCEMENTS

THE MAYOR had represented the Town on 8 occasions since the last meeting.

THE MAYOR thanked all Cllrs and residents who had supported the Mayor's Charity Ball in any way whatsoever. THE MAYOR was grateful to Barclays who had agreed to match fund the amount raised on the night. The event had raised approximately £3k for the Mayor's Charities.

14/053 TOWN CLERK'S REPORT ON MATTERS ARISING

The Town Clerk presented a report which was received and noted.

14.053.1 Following minor changes to the Grant Awarding Policy, it was AGREED to adopt the amended Grant Awarding Policy with immediate effect.

14.053.2 CLLR TAYLOR presented a report which was received and noted. It was AGREED to accept the quote from Fergusons in the sum of £1150 for remedial work to be carried out in the scrubland area of Judith's Field.

Town Clerk

14.053.3 THE MAYOR advised a meeting of the Futures working group would be held before the next Town Council meeting in May. If Cllrs had items for the agenda, please advise the Mayor.

All Cllrs

14.053.4 The Town Clerk advised she had attended an on-site meeting with a CCC representative and objectors to the proposed extension of double yellow lines for Old Court Hall at the junction of Pinfold Lane. A compromise was now proposed to not mark the bus stop areas on each side of the road, and for the double yellow lines to extend from Pinfold Lane to the slip road on Old Court Hall leading to West Street. This would prevent parking at the narrowest point where poor visibility caused road safety issues. The objectors to the scheme were in agreement with this compromise. The Town Council AGREED to support the new proposal. CLLR WELLS abstained from voting and CLLR MORGAN AND CLLR WORTHINGTON voted against this proposal.

Town Clerk

14.053.5 CLLR COHEN presented a report which was received and noted. It was AGREED that unsafe headstones or memorials at London Road Cemetery would be supported with a stake and that the Town Council would not undertake repairs to property it did not own. Town Clerk would seek costs for this work to be undertaken.

Town Clerk

14.053.6 CLLR COHEN presented a report which was received and noted. An application fee was payable to CCC in respect of the license to plant trees on verges in Godmanchester arranged by GMCiB. It was AGREED that the Town Council would pay the invoice as the license was between CCC and The Town Council, but GMCiB would reimburse the Town Council the full cost of the application fee.

Town Clerk/
Cllr Cohen

14/054 PLANNING APPLICATIONS AND CORRESPONDENCE

The applications and correspondence set out in Appendix 14/054 were considered. The Town Clerk would advise HDC of the Council's recommendations.

Town Clerk

CLLR COPPER arrived at 7.24pm

14/055 CORRESPONDENCE

The list of correspondence was noted.

14/056 FINANCIAL AND ACCOUNTS

14/056.1 The list of payments to be made in Appendix 14/056.1 was APPROVED with the exception of the payment to CAPALC which was held back for further discussion at the May Town Council meeting.

14/056.2 Councillors received a copy of the Petty Cash Reconciliation for the period to 17 April 2014 and to 31 March 2014, a copy of salary payments, a copy of the budget report on the year to date, a copy of the monthly bank reconciliation, approved by the Deputy Mayor and a copy of the quarterly bank reconciliation to the end of March 2014.

14.056.3 CLLR WORTHINGTON presented a report on behalf of CLLR G WILSON from the Finance Working Party. The out-turn from the financial year was presented and noted: no questions were raised.

The approved budget had been revised and the following changes were noted and APPROVED:

- A small increase in the Mayoral purse had been agreed and the cost of the revaluation of the Civic Regalia had been included
- A sum had been set aside for office accommodation and furniture
- An increase in the sum for preparing a Neighbourhood Plan
- An increase in the sum of the QES capital project to allow for furniture
- Lower spending anticipated on Judith's Field Building but allowing for scoping of a new building at Judith's Field
- Increase in spending on the Church Clock as a 5 year contract (paid for in one payment) had been agreed in the previous financial year
- Work to trees and grounds had been identified in the closed churchyard and part of the budget would be allocated specifically to the churchyard budget thereby reducing the environment budget
- Cleaning of the War Memorial would take place
- £500 would be set aside for possible grants towards twinning activities
- It was noted that the fencing at Judith's Field along the A1198 would need to be repaired or improved but a figure was not available for inclusion in the budget.

The revised budget was APPROVED. CLLR COPPER abstained

14/057 PUBLIC PARTICIPATION SESSION

The monthly 800 club draw took place.

Mrs Baldwin addressed the Town Council regarding the circular bench which had been removed from the green adjacent to the War Memorial Green. She was upset that no-one had consulted the residents in Park Lane before it was removed and stated she disagreed with the Town Council's decision to reposition the bench, when refurbished, at the north end of The Causeway.

14/058 TO APPROVE THE ACCOUNTS FOR THE YEAR ENDING 31 MARCH 2014

The Town Clerk presented the Town Council with a copy of the end of year accounts together with a copy of the Annual Return, which she then explained. It was AGREED that the accounts were duly APPROVED. The Town Clerk confirmed a notice would be displayed from 25th April 2014 to advise members of the public that the accounts would be available for inspection from 9th May – 6th June,

and would submitted to the auditor on 9th June 2014. The Town Clerk was thanked for her hard work.

14/059 APPROVAL OF THE STATEMENTS OF ASSURANCE IN RESPECT OF THE ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2014

The statements of assurance in respect of the Annual Return for the year ending 31 March 2014 were read to those present and all statements were APPROVED. THE MAYOR and Town Clerk signed the Annual Return.

14/060 STREET FURNITURE

CLLR MORGAN presented a report which was noted. He confirmed the circular bench previously located on the green next to the War Memorial had been removed in December 2013 as it had been in an extremely poor state. It had been AGREED in October 2013 that the bench would be removed, renovated and relocated to the north end of The Causeway.

CLLR MORGAN advised he had proposed in his report that a new bench be provided for the site at Park Lane with the old bench being repaired and sited at the north end of The Causeway, however, CLLR MORGAN advised that he had been contacted that day by the Freemen of Godmanchester who had offered to provide a new seat on the green adjacent to the War Memorial. CLLR COPPER put forward a counter proposal that the original bench be returned to the Park Lane site with a new bench to be provided by the Town Council at Town Council expense for the north end of The Causeway. The Town Council voted against this proposal. The proposal to accept the offer from the Freemen to provide and pay for a new bench to be located on the green adjacent to the War Memorial was APPROVED. The proposal to refurbish the original bench and place it at the north end of The Causeway was APPROVED.

CLLR MORGAN and the Town Clerk would liaise with the Freemen regarding provision of the new bench at the Park Lane site.

Town Clerk/
Cllr Morgan

14/061 ANNUAL REPORT

CLLR MALLEY presented the draft of the Annual Report for the year ending 31 March 2014. The contents and layout were APPROVED and the Town Clerk confirmed they should be available for delivery the following week. All Cllrs were asked to ensure they were delivered by 6 May in time for the Annual Town Meeting.

All Cllrs

CLLR WELTON took the opportunity to remind everyone that the Annual Litter Pick would take place on Saturday 26 April, starting at 10am from the Town Hall.

All Cllrs

14/062 PLAY EQUIPMENT REPAIRS

CLLR TAYLOR presented a report which was noted. It was AGREED to place an order with Fenland Leisure in the sum of £6181.47 for replacing the surface of the Toddler's Play Area at Judith's Field. Town Clerk would place an order for the work.

Town Clerk

14/063 REGISTRATION OF A COMMUNITY ASSET

CLLR COHEN presented a report which was noted. It was AGREED that the Town Council would submit an application for the registration of the Park Lane Community Nursery as a community asset. CLLR COHEN confirmed there had been no mention of any fee for submitting the application.

Cllr Cohen/
Town Clerk

14/064 TOWN COUNCIL FACEBOOK PROFILE

CLLR MALLEY presented a report which was noted. Following discussion it was AGREED the Town Council would have a facebook profile which would enable the Town Council to post statements about forthcoming activities and events and link with other groups such as Godmanchester Living, Godmanchester Marketplace, Godmanchester Businesses. It would be for information only and anyone wishing to communicate with the Town Council would be directed through the usual channels. It was AGREED statements to be posted on the facebook profile would be made through the Town Office.

Cllr Malley/
Town Clerk

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 EXCLUSION OF THE PRESS AND PUBLIC: It was resolved that in accordance with Section 1(2) of the Public Bodies (Admission to Meetings)

Act 1960 and by reason of the confidential nature of the remainder of the business, the Press and Public were excluded from the meeting.

14/065 PERSONNEL/SAFEGUARDING POLICY

CLLR CONBOY presented a report which was noted. The Safeguarding statement was APPROVED and the Town Clerk would ensure it was displayed in the Queen Elizabeth School and Judith's Field building. The amendment to the Risk Assessment completed by Hirers was APPROVED and the Town Clerk would update forms. It was AGREED that Cllrs with regular, substantial, unsupervised engagement with vulnerable adults or young people would undergo DBS checks and CLLR CONBOY confirmed checks were underway for CLLR PAULEY, CLLR CONBOY and the Town Clerk.

Town Clerk

Town Clerk

14/066 PERSONNEL/HR ADVICE

CLLR CONBOY presented a report which was noted. It was AGREED that the Town Council should buy-in professional HR advice as it was needed and it was AGREED that the services of Kate Russell would be used. All information sought from the HR provider would be requested via the Town Office.

A further debate about the services received through CAPALC would take place at the May Town Council meeting.

PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 RE-ADMITTANCE OF THE PRESS AND PUBLIC. It was resolved that the confidential business having been concluded, the Press and Public were re-admitted to the meeting

14/067 SELECTION OF TOWN MAYOR AND DEPUTY TOWN MAYOR FOR 2014/2015

The Town Clerk confirmed that one nomination for the role of Town Mayor and one nomination for the role of Deputy Town Mayor had been duly received. Following a vote it was AGREED that CLLR DAVID UNDERWOOD would be elected to become Town Mayor in May 2014 and CLLR PETER MORGAN would be elected to become Deputy Town Mayor in May 2014.

THE NEXT TOWN COUNCIL MEETING, WILL BE THE ANNUAL TOWN COUNCIL MEETING TO BE HELD ON 15 MAY 2014 IN THE QUEEN ELIZABETH SCHOOL

The meeting ended at 9.23pm

Mayor

Full copies of reports mentioned in the text above may be viewed in the Town Office.

GODMANCHESTER TOWN COUNCIL**OUTSTANDING ACTIONS LIST****AS AT 17 APRIL 2014****MATTERS ARISING FROM MEETING HELD ON 20MARCH 2014**

MATTER ARISING	CURRENT POSITION	
Circular Bench	Discussion about location for circular bench to take place at April meeting	PM
Community Asset	Cllr Cohen to advise on procedure to register land or property as a Community Asset. To be discussed at April meeting	MC
Parking at Betts Close	Town Clerk to liaise with Highways	TC
Anglia in Bloom Signage	Cllr Cohen to provide further information on costs	MC
Priority Action Areas	Draft plan approved. Further work to develop all areas of plan to be carried out	DU
Recruitment	Approval to recruit to new post of Deputy Town Clerk. Town Clerk/Cllr Conboy to progress	TC/SC

MATTERS ARISING FROM PREVIOUS MEETINGS

MATTER ARISING	CURRENT POSITION	CLLR
UPDATED APRIL Licence to plant trees on verges in GMC	Town Clerk instructed to sign licence with CCC for GMCiB to plant trees in 8 locations. CCC have requested fee for license. MC to provide update at April meeting	MC
Amphitheatre of trees on Recreation Ground	Agreement for working party to be formed to discuss the project in more detail	CVP
UPDATED APRIL Queens Walk Footpath	Mayor and Town Clerk met reps from CCC, EA, Jacksons, Atkins. Agreed to work in partnership to ensure repairs carried out to Queen's Walk path. Highways to co-ordinate, Town Clerk has chased for response and update April 2014	DU
UPDATED APRIL CCTV	Cllr Coxhead, Cllr Godley and Town Clerk met with HDC to consider options for CCTV provision from Town Hall being shared with HDC via their Control room. This matter is on hold until issue of office accommodation has been resolved	RC/PG
UPDATED APRIL Use of Town Hall	The Mayor has written to the Senior Citizens Club asking formally for permission to use additional space on the ground floor on a permanent basis. Verbal update provided to April TC meeting. A further discussion would take place asap but SCC reluctant to permit GMCTC use of the space requested.	DU/SWo / PM
UPDATED APRIL Walkway around Town Hall	Town Clerk liaising with EA, Jacksons, Atkins to resolve issues of water being trapped in walkway during periods when river levels are higher than weep holes. Atkins met Cllr CVP and AW on site to discuss proposals. Further confirmation awaited	SWo
UPDATED APRIL Repairs to headstones	Advice received from CAPALC. Report to be provided to April Town Council meeting	MC
UPDATED APRIL Freedom of Godmanchester	working group to be formed. Verbal update given: Jan 2014 and Feb 2014. Leaflets distributed Mar 2014. Town Council to consider shortlist following April Town Council meeting	DU

UPDATED APRIL	Floodlighting for MUGA	Order placed. Company had difficulty in locating cables laid. Additional costs approved Feb 2014. Clerk to reclaim additional costs from either lighting contractor or cable-laying contractor if drawings inaccurate. Columns and lights to be installed by 4.4.14	MC/DT
UPDATED APRIL	Judith's Field scrubland area	Paper presented to TC meeting in November. TC contacted Highways re A1198 barrier adjacent to JF who claim not their responsibility. Paper to be presented to April TC meeting with costs for works	DT/MC
UPDATED APRIL	Futures: staffing structure & accommodation	WP formed to discuss issues. Verbal update provided Dec 2013 & Feb 2014. Personnel report to be presented March 2014. Further Personnel report to April TC meeting	DU
UPDATED APRIL	Advice re EA works on Town Hall	Town Clerk to seek advice via HDC to ensure works undertaken adjacent to Town Hall would not cause damage to the building in future. On site meeting with Bidwells 23.9.13. Email to Bidwells sent 28.2.14 instructing them to progress the matter. Response received April 2014, next step to be agreed.	Swo/ AW / CVP
	Twining	Paper presented to November TC meeting. Meeting with HGTA and HTC held on 2.12.13. Public meeting took place 30.1.14. Further update to Feb TC meeting. Verbal update to March TC meeting	DU
UPDATED APRIL	QES Chimney & water ingress	Repairs to chimney pending programme for other external remedial work. Redecoration to be planned for spring 2014. Invitation to quote sent March 2014. French drain to be installed around perimeter of building and investigations to be carried out re flow of water from down pipes around building and clearing of gullies where necessary delayed due to illness of appointed contractor. Verbal update to March TC meeting. Approval of quotes to be put to Town Council April 2014	AW
UPDATED APRIL	Ownership of Town Council land	SW and Town Clerk met with Copleys Feb 2014 who will work towards registering all Town Council land and property. Costs will be in region of £700. Town Clerk to meet with Copleys after Easter to	Swo

denotes no update provided

GODMANCHESTER TOWN COUNCIL MEETING:**THURSDAY 17 APRIL 2014****PLANNING APPLICATIONS AND CORRESPONDENCE****APPLICATIONS:**

Application No	Detail
14000386FUL	Demolition of conservatory, single storey extension to rear and porch to front. New window opening to side: 19a Earning Street: RECOMMEND APPROVAL
1400385FUL	Porch to front, single storey extension to rear and new window openings: 19 Earning Street: RECOMMEND APPROVAL
1400352CLED	Certificate of lawfulness (existing) for use of land as a caravan site for year-round unrestricted caravan occupation including i) the site the subject of permissions 84/0129FUL and 89/00390FUL as it has been occupied continuously for more than 10 years without compliance with condition 3 of 89/00390FUL and ii) land at the south-west corner as it has been occupied continuously as part of the caravan site for more than 10 years without planning permission: Park Lane Touring Caravan 11 The Avenue THE TOWN COUNCIL CANNOT OFFER ANY COMMENT
1400282LBC	Re-roofing of rear extension abutting link roof to house: 35 West Street: RECOMMEND APPROVAL

CORRESPONDENCE

Planning Inspectorate consult@objective.co.uk	Application by the Highways Agency for an Order Granting Development Consent for the A14 Cambridge to Huntingdonshire Improvement Scheme Draft SPD: Wind Energy Development
CFT	Working group meeting A14 corridor
LDF	South Cambs Local Plan submission to Secretary of State (e) Statutory pre-application consultation 7/4/14 - 15/6/14: A14 Cambridge to Huntingdon improvement scheme
Highways Agency	

CORRESPONDENCE

<u>Mayor</u>	Mayor of Peterborough Chair of East Northants HDC Papworth Trust Mayor of Whittlesey 2nd Godmanchester Brownies Mayor of Downham Market Business in Godmanchester Serendipity Coffee Shop Mayor of Stanwick	Charity Race Night International Woman's Day Lunch Raising the Flag: Commonwealth Day Mayor's Charity Quiz Night Charity Ball Litter Pick St Winnold's Parade and Breakfast Brunch Grand Opening Civic Dinner
<u>Cllr Cohen</u>	CCC	Re license to plant on verges (e)
<u>Cllr Morgan</u>	C Adams K Brudenell R Baldwin J Leigh M Mack C Da Costa L Houghton J Hladkiwskyj	Bench from Park Lane (e) Bench from Park Lane (e) Bench from Park Lane (e) Bench from Park Lane (e) Bench from Park Lane (e) Bench from Park Lane (e) Bench from Park Lane (e) Bench from Park Lane (e)
<u>Cllr Taylor</u>	D Taylor Fergusons	Advice re damage to play equipment Quote for works at JF Scrubland
<u>Cllr Welton</u>	CCC	Grasscutting – public rights of way (e)
<u>Cllr Wells</u>	CAPALC	Membership Fees
<u>Cllr G Wilson</u>	CAPALC PKF Littlejohn Valuation Office	Audit advice Notice of annual audit Notification of Rateable Value: Town Office
<u>Cllr Worthington</u>	Hewitsons	Advice re EA/Town Hall (e)
<u>Copy to all Cllrs</u>	Friends of QES Cllr Cohen CCC	Porch Museum information (e) McCartney House and care funding (e) Transport Strategy for Cambs (e)

ACCOUNTS PAYABLE - 17TH APRIL 2014					
		PAYMENTS			
CHQ	PAID TO	DETAIL	NET	VAT	TOTAL
DD	UW	Line rental/internet	£ 37.50	£ 7.50	£ 45.00
DD	UW	Gas/Electricity	£ 353.81	£ 58.51	£ 412.32
DD	UW	Gas/Electricity/phone line	£ 372.51	£ 44.95	£ 417.46
DD	HDC	Monthly Council Tax	£ 441.92		£ 441.92
DD	Anglian Water	Monthly charge	£ 38.00	£ -	£ 38.00
DD	Anglian Water	Monthly charge	£ 35.00	£ -	£ 35.00
DD	Virgin	Town Office phone line	£ 25.94	£ 5.19	£ 31.13
DD	BNP Paribas	Photocopier lease	£ 149.99	£ 30.00	£ 179.99
DD	HSBC	Bank charges	£ 29.16	£ -	£ 29.16
200452	M Liddiard	April salary	£ -	£ -	£ -
200453	M Newman	April salary	£ -	£ -	£ -
200454	K Walters	April salary	£ -	£ -	£ -
200455	K Askew	April salary	£ -	£ -	£ -
200456	K Lissaman	April salary	£ -	£ -	£ -
200457	Inland Revenue	Tax & NI	£ -	£ -	£ -
	TOTAL SALARIES, TAX & NI		£ 4,327.38	£ -	£ 4,327.38
200458	HDC	Rates: Town Office 01-04	£ 293.48		£ 293.48
200459	Anglian Water	Aug 2013-Feb 2014	£ 173.19		£ 173.19
200460	Smiths Gore	Allotment Rent	£ 375.00		£ 375.00
200461	K Fergusons Ltd	Annual contract plus extras	£ 2,223.13	£ 444.63	£ 2,667.76
200462	HDC	Public toilets to March 2014	£ 1,808.87	£ 361.77	£ 2,170.64
200463	St Ives Elec contractors	Repair to gates: JF	£ 35.00	£ 7.00	£ 42.00
200464	Rule & Parker Ltd	Repair to JF boiler (2 visits)	£ 181.37	£ 36.28	£ 217.65
200465	Viking	Stationery	£ 59.60	£ 11.92	£ 71.52
200466	Glasdon UK Ltd	Bench: Queens Walk	£ 653.87	£ 130.77	£ 784.64
200467	Ken Booth & Co Ltd	Cleaning materials	£ 149.04	£ 29.81	£ 178.85
200468	Jacowe Joinery	Materials to repair bench	£ 644.00	£ 128.80	£ 772.80
200469	M Liddiard	Reimbursement: Adverts	£ 234.00		£ 234.00
200470	St Mary the Virgin PCC	Grasscutting	£ 716.36		£ 716.36
200471	GMC Senior Citizens	Cont to utilities	£ 200.00		£ 200.00
200472	Hawksworth Valuations Ltd	Valuation of civic regalia	£ 300.00		£ 300.00
200473	CAPALC	Annual membership	£ 740.95		£ 740.95
200474	Smith of Derby	5 year clock maintenance agmt	£ 765.00	£ 153.00	£ 918.00
200475	A Bream	Various repairs	£ 722.00	£ -	£ 722.00
200476	Spencer Print	Freeman Nomination leaflet	£ 198.00	£ -	£ 198.00
			£ -	£ -	£ -
			£ -	£ -	£ -
			£ -	£ -	£ -
			£ -	£ -	£ -
			£ -	£ -	£ -
			£ 16,284.07	£ 1,450.13	£ 17,734.20
PAYMENTS RECEIVED MARCH 2014					
	QES	Fees	£ 1,467.25		£ 1,467.25
	Judith's Field	Fees	£ 1,124.00		£ 1,124.00
	Interest	Fees	£ 12.40		£ 12.40
	Cemetery	Fees	£ 60.00		£ 60.00
	Refunds	Utilities/donation re bench	£ 2,267.68		£ 2,267.68
	VAT refund		50.87		50.87
		TOTAL RECEIPTS	£ 4,982.20	£ -	£ 4,982.20

COMPARISON OF BUDGET AGAINST ACTUAL EXPENDITURE 2014-2015

	Approved Budget	Revised budget	Difference	Comments
1. Town Hall Admin	52530	58630	6100	
Admin Sals + Tax+NI	43480	43480	0	Includes provision for Deputy Town Clerk, review need for additional staff during year
Stationery	600	600	0	
Petty cash	150	150	0	
Telephone/internet	900	900	0	
Postage	450	450	0	
Utilities	950	950	0	
window cleaning	100	100	0	
Equipment servicing: fire/alarm/photocopier	1300	1300	0	
IT equipment/subscriptions	1600	1600	0	
Minor repairs and maintenance	500	500	0	
Town Hall capital projects (xmas tree)	0	5000	5000	Office and other improvements depending on discussions with leaseholder
Health, Safety & Wellbeing/clothing	2500	2500	0	
Council Tax	0	1100	1100	new payment
2. Civic Costs	10650	11200	550	
Mayoral Purse	1800	2000	200	To begin to reflect real cost of attending Civic functions
Civic Service	800	800	0	
Audit: internal & external	1000	1000	0	
Bank Charges	450	450	0	
Mayoral Chain/board/robes inc signwriting	100	450	350	Valuation costs
Legal/HR costs/licensing	5000	5000	0	
Training: Cllrs & Staff/publications	500	500	0	
Memberships: CPALC/Open Spaces/SLCC	1000	1000	0	
3. Communication	2500	4000	1500	
Website	300	300	0	
Newsletter/communication/advertising	1200	1200	0	
Community Neighbourhood Plan	1000	2500	1500	Consultants to support development of neighbourhood plan
4. Insurance	5200	5200	0	
Annual Premium	5200	5200	0	
5.QES (Facilities Mgt)	45960	50960	5000	
Wages	7900	7900	0	

Utilities: gas& elec	4400	4400	0	
Water rates	440	440	0	
Council tax	1550	1550	0	
Cleaning materials	800	800	0	
Minor repairs	500	500	0	
window cleaning	170	170	0	
Fire/elec checks	200	200	0	
QES Capital Projects	30000	35000	5000	Further work at QES not done in 2013/14, plus provision for new tables
6. Judith's Field (Admin)	22150	20150	-2000	
wages	7800	7800	0	
Utilities: gas elec phone	3800	3800	0	
Water Rates	900	900	0	
Council Tax	950	950	0	
Cleaning materials	400	400	0	
Minor repairs/misc	3000	3000	0	
Fire/elec/alarm checks	300	300	0	
JF Capital projects	5000	1500	-3500	Significant improvement postponed until future of JF confirmed
Scoping of future development projects	0	1500	1500	Seek professional advice on options for future (money from allocated JF reserves)
7. Property	16965	19500	2535	
Church clock	965	1000	35	cover 5 yrs maintenance and allowance for repairs
London Road Cemetery	1000	1000	0	
Churchyard	500	3000	2500	removal of trees and other work - need paper to Town Council for approval of works
Public Toilets	13000	13000	0	
Contribution to CCTV	1500	1500	0	
8. Environment	10500	10700	200	
Street Furniture and life buoys	1500	3000	1500	line for life buoys removed, inc money for new bench (donation received in 2013/14)
Lifebuoys	100	0	-100	remove line for lifebuoys in final budget
War Memorial/Gdn of Remembrance	0	500	500	to clean new both memorials
Trees fencing and hedges	5200	3500	-1700	
Minor repairs and maintenance	600	600	0	
St Mary's grasscutting	3100	3100	0	
9. Recreation areas/Facilities	18620	10250	-8370	
Inspections	1250	1250	0	
Minor repairs & maintenance	8570	9000	430	to include elect for new flood lights (£430)
Capital Projects	8800	0	-8800	Check with DT - improvements at JF scrubland included in grounds maintenance extras

10. Allotments	750	750	0	
Rent	750	750	0	
11. Grounds Maint.	22200	27400	5200	
Contract	20000	21400	1400	actual value of contract
extras	2200	6000	3800	to include work at JF scrubland - work to be agreed at Town Council
			0	
12. Grants Awarded	11770	12270	500	
S137	400	400	0	
Other grants	4000	4500	500	to include £500 on grants towards twinning visits
Picnic in the Park	4000	4000	0	
Youth Service Dev/Engagement	3370	3370	0	
13. Section 178	1000	1000	0	
Grant to HGTA	500	500	0	
Other Twinning expenses	500	500	0	
14. Contributions to Outside	500	4000	3500	(Madelaine - the budget showed £500 total for contributions but with £1000 on highways)
Highways - Minor improvement bids	500	1000	500	yellow lines + possible contribution to Betts Close
Queen's Walk Improvements	0	3000	3000	
13. VAT	15000	15000	0	
TOTAL	236295	251010	14715	

Fergusons costs		
Elections	3000	3000.00

0 £3000 allocated in reserves for elections