

Sandy Town Council

To: Cllrs P N Aldis, P Blaine, A M Hill, W Jackson, G Leach, C Osborne, M Pettitt, M Scott (Chair), D Sharman and P Sharman
c.c. Cllr J Ali, T Cole, D Quick, J Sparrow, S Sutton

You are hereby summoned to attend a meeting of the Policy, Finance and Resources Committee of Sandy Town Council which will be held in the Council Chamber at 10 Cambridge Road, Sandy, Bedfordshire on Monday 7 December 2015 at 7.30pm for the purpose of transacting the items of business below.

Chris Robson

Chris Robson
Town Clerk
10 Cambridge Road
Sandy SG19 1JE
01767 681491
1 December 2015

MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND THIS MEETING

A G E N D A

Reports

1 Apologies for absence

2 Declarations of interest

Under the Localism Act 2011 members of Council are not required to make oral declarations of interest at meetings but may not participate in discussion or voting on any items of business in which they have a Declarable Pecuniary Interest (DPI) and under Sandy Town Council's Standing Orders must leave the room for the duration of all discussion on such items. (All members' register of interests are available on the Sandy Town Council website or on application to the Clerk.)

*This item is included on the agenda to enable members to declare new DPIs and also **those who wish to do so** may draw attention to their stated DPIs and also any non-declarable personal interests which they have declared under Sandy Town Council's adopted Code of Conduct and which may be relevant to items on the agenda.*

- i) Declarable pecuniary interests*
- ii) Non pecuniary interests*

3 Minutes of previous meeting

To receive the minutes of the Policy, Finance and Resources Committee held on 12 October 2015 and to approve them as a correct record of proceedings.

Previously
circulated

Sandy Town Council

4 Public Participation Session

Members of the public may ask questions or make representations to the committee about items of business which are on the agenda.

5 Financial Reports

- i) To consider a balance sheet and detailed financial report showing income and expenditure against the revenue budget for September 2015. Appendix I
- ii) To consider a balance sheet and detailed financial report showing income and expenditure against the revenue budget for October 2015. Appendix II
- iii) To approve a schedule of payments made since previous meeting.
- iv) The Chair to approve bank reconciliations and statements.

6 Action List

To receive Action Report and any update. Appendix III

7 Grant Applications

To consider a grant application from Mid Beds Link a Ride. Appendix IV

To consider a grant application from Sandy Enhancement Group. Appendix V

8 Jenkins Pavilion, Sandy

To receive a report from the Town Clerk. Appendix VI

9 Boot Camp Policy

To consider and adopt the Boot Camp Policy as per Resolution at the Community Services and Environment Committee held on 16 November 2015. Appendix VII

10 Scouts Fire Work Funding

To hear from the Town Clerk regarding the grant of £2,000 awarded to the Scouts for the 2015 fire work display and the possibility of a refund of all or part of the grant, depending on the success of the event.

Date :- 28/10/2015

Sandy Town Council 2015-16

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Time :- 15:49

Detailed Balance Sheet (Excluding Stock Movement)

Month No: 6 30th September 2015

<u>A/c</u>	<u>Account Description</u>	<u>Actual</u>	
	<u>Current Assets</u>		
100	Debtors Control	97	
101	Stock	2,184	
105	VAT Control	6,380	
120	Sundry Debtors	2,000	
200	Current Bank A/c	218,000	
205	Capital a/c Santander	215,503	
206	Barclays Active Saver	153,975	
208	Public Sector Deposit Fund	200,534	
210	Petty Cash	300	
	Total Current Assets		798,974
	<u>Current Liabilities</u>		
501	Creditors Control	19,052	
506	Retentions Payable	270	
	Total Current Liabilities		19,322
	Net Current Assets		779,652
	Total Assets less Current Liabilities		779,652
	<u>Represented By :-</u>		
300	Current Year Fund	220,190	
310	General Reserve	80,107	
315	Rolling Capital Fund	15,000	
320	Capital Receipts Reserve	72,795	
321	Earmarked Reserves	29,028	
322	EMR Fallowfied	362,532	
	Total Equity		779,652

Month No : 6

Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
401	Staff							
4001	Gross Salaries - Admin	9,566	41,692	116,000	74,308		74,308	35.9 %
4002	Gross Salaries - Works	7,488	45,295	83,000	37,705		37,705	54.6 %
4003	Employers NIC	1,061	4,587	14,100	9,513		9,513	32.5 %
4004	Employers Superannuation	2,357	10,524	29,750	19,226		19,226	35.4 %
4010	Miscellaneous Staff Costs	0	20,710	500	-20,210		-20,210	4142.0
4030	Recruitment Advertising	0	265	0	-265		-265	0.0 %
	Staff :- Expenditure	20,472	123,073	243,350	120,277	0	120,277	50.6 %
	Net Expenditure over Income	20,472	123,073	243,350	120,277			

Month No : 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
402 Administration-Office							
4008 Training	0	812	3,500	2,688		2,688	23.2 %
4009 Travel & Subsistence	0	150	250	101		101	59.8 %
4011 General Rates	0	6,120	6,150	30		30	99.5 %
4012 Water Rates	0	79	400	321		321	19.9 %
4014 Electricity	0	4,178	2,500	-1,678		-1,678	167.1 %
4015 Gas	0	-150	1,800	1,950		1,950	-8.3 %
4016 Cleaning Materials etc	35	363	1,500	1,137		1,137	24.2 %
4020 Misc Establishment Costs	26	11,503	2,000	-9,503		-9,503	575.2 %
4021 Telephone & Fax	213	1,252	2,500	1,248		1,248	50.1 %
4022 Postage	0	275	1,700	1,425		1,425	16.2 %
4023 Printing & Stationery	65	2,350	5,000	2,650		2,650	47.0 %
4024 Subscriptions	0	2,106	2,600	494		494	81.0 %
4025 Insurance (excl vehicles)	518	9,198	22,250	13,052		13,052	41.3 %
4026 Photocopy Costs	0	758	4,000	3,242		3,242	19.0 %
4027 IT Costs incl Support	250	2,955	6,000	3,045		3,045	49.2 %
4028 Service Agreements (Other)	0	5,169	5,000	-169		-169	103.4 %
4035 Publications	0	16	200	184		184	8.0 %
4036 Property Maintenance/Security	0	1,596	3,000	1,404		1,404	53.2 %
4040 Equipment Purchases (Minor)	0	1,388	0	-1,388		-1,388	0.0 %
4042 Equipment/Vehicle Maintenance	0	25	0	-25		-25	0.0 %
4050 Tourism Expenditure	0	809	2,000	1,191		1,191	40.4 %
4051 Bank Charges	0	0	100	100		100	0.0 %
4056 Legal Expenses	0	350	2,000	1,650		1,650	17.5 %
4057 Audit Fees - External	1,335	35	1,300	1,265		1,265	2.7 %
4058 Audit Fees - Internal	0	80	750	670		670	10.7 %
4059 Accountancy Fees	417	2,682	6,000	3,318		3,318	44.7 %
4070 Refreshments	0	51	200	149		149	25.5 %
Administration-Office :- Expenditure	2,859	54,149	82,700	28,551	0	28,551	65.5 %
1003 Tourism Income	288	2,878	3,000	-122			95.9 %
1201 Rent Received Etc	245	763	3,000	-2,237			25.4 %
1202 Photocopying Income	8	28	0	28			0.0 %
1205 Miscellaneous Income	0	179	0	179			0.0 %
Administration-Office :- Income	541	3,848	6,000	-2,152			64.1 %
Net Expenditure over Income	2,318	50,302	76,700	26,398			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
403 Administration-Works							
4005 Protective Clothing	41	113	1,000	887		887	11.3 %
4008 Training	0	214	0	-214		-214	0.0 %
4011 General Rates	0	1,992	2,000	8		8	99.6 %
4012 Water Rates	0	-159	700	859		859	-22.7 %
4014 Electricity	0	502	500	-2		-2	100.4 %
4016 Cleaning Materials etc	47	47	0	-47		-47	0.0 %
4017 Refuse Disposal	370	2,840	3,500	660		660	81.1 %
4036 Property Maintenance/Security	288	2,236	1,000	-1,236		-1,236	223.6 %
4038 Consumables/Small Tools	100	798	2,500	1,702		1,702	31.9 %
4039 Planting/Trees/Horticulture	0	4,036	5,700	1,664		1,664	70.8 %
4040 Equipment Purchases (Minor)	0	2,061	2,000	-61		-61	103.0 %
4042 Equipment/Vehicle Maintenance	102	711	5,500	4,789		4,789	12.9 %
4043 Equipment/Vehicle Fuel	580	1,238	2,000	762		762	61.9 %
4044 Vehicle Tax & Insurance	1,500	1,725	2,500	775		775	69.0 %
Administration-Works :- Expenditure	3,028	18,353	28,900	10,547	0	10,547	63.5 %
Net Expenditure over Income	3,028	18,353	28,900	10,547			

Month No : 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
405 Footway Lighting							
4014 Electricity	396	2,371	5,500	3,129		3,129	43.1 %
4042 Equipment/Vehicle Maintenance	370	2,057	2,300	243		243	89.4 %
Footway Lighting :- Expenditure	766	4,428	7,800	3,372	0	3,372	56.8 %
Net Expenditure over income	766	4,428	7,800	3,372			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
406 Cemetery & Churchyard							
4011 General Rates	0	2,208	2,200	-8		-8	100.4 %
4012 Water Rates	0	30	100	70		70	29.7 %
4036 Property Maintenance/Security	0	0	1,000	1,000		1,000	0.0 %
4037 Grounds Maintenance	0	66	900	834		834	7.3 %
4039 Planting/Trees/Horticulture	0	0	350	350		350	0.0 %
4101 Grave Digging Costs	0	2,075	6,200	4,125		4,125	33.5 %
Cemetery & Churchyard :- Expenditure	0	4,378	10,750	6,372	0	6,372	40.7 %
1226 Burials/Memorials Income	965	7,435	25,000	-17,565			29.7 %
1228 Interest on Investment	0	0	52	-52			0.0 %
Cemetery & Churchyard :- Income	965	7,435	25,052	-17,617			29.7 %
Net Expenditure over Income	-965	-3,057	-14,302	-11,245			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
408 Town Centre (Including Market)							
4011 General Rates	0	15,203	15,150	-53		-53	100.3 %
4036 Property Maintenance/Security	0	0	850	850		850	0.0 %
4053 Loan Interest	0	168	349	181		181	48.2 %
4054 Loan Capital Repaid	0	136	259	123		123	52.5 %
4100 CCTV Fees	1,360	1,360	15,000	13,640		13,640	9.1 %
Town Centre (Including Market) :- Expenditure	1,360	16,867	31,608	14,741	0	14,741	53.4 %
1235 CCTV Monitoring	833	833	0	833			0.0 %
1236 Friday Market Fees	160	822	0	822			0.0 %
1237 Saturday Market Fees	16	136	300	-164			45.3 %
1238 Other Income Car Park	118	118	300	-182			39.4 %
Town Centre (Including Market) :- Income	1,128	1,910	600	1,310			318.3 %
Net Expenditure over Income	232	14,957	31,008	16,051			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
409 Public Toilets - Car Park							
4011 General Rates	0	2,352	2,350	-2		-2	100.1 %
4012 Water Rates	0	207	500	293		293	41.5 %
4014 Electricity	0	-517	400	917		917	-129.1
4036 Property Maintenance/Security	0	100	550	450		450	18.2 %
Public Toilets - Car Park :- Expenditure	0	2,143	3,800	1,657	0	1,657	56.4 %
Net Expenditure over Income	0	2,143	3,800	1,657			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
500	<u>Play Areas and Open Spaces</u>						
4007	0	0	400	400		400	0.0 %
4012	342	790	800	10		10	98.8 %
4014	48	87	150	63		63	57.7 %
4036	0	78	1,125	1,047		1,047	7.0 %
4037	0	826	2,500	1,674		1,674	33.0 %
4042	0	437	7,200	6,764		6,764	6.1 %
4972	0	0	-15,000	-15,000		-15,000	0.0 %
	390	2,217	-2,825	-5,042	0	-5,042	-78.5 %
Play Areas and Open Spaces :- Expenditure							
1241	0	0	450	-450			0.0 %
1242	0	0	330	-330			0.0 %
1244	0	668	0	668			0.0 %
1251	0	0	600	-600			0.0 %
	0	668	1,380	-712			48.4 %
Play Areas and Open Spaces :- Income							
Net Expenditure over Income	390	1,549	-4,205	-5,754			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
501 <u>Sunderland Road Rec Ground</u>							
4012 Water Rates	203	474	600	126		126	79.0 %
4014 Electricity	8	47	0	-47		-47	0.0 %
4036 Property Maintenance/Security	84	738	1,000	262		262	73.8 %
4046 Bowling Green - SBC	1,263	2,674	2,232	-442		-442	119.8 %
4047 Equipment Maintenance - SBC	0	330	2,748	2,418		2,418	12.0 %
4048 Cricket Square - SCC	1,035	1,055	2,310	1,255		1,255	45.7 %
4049 Equipment Maintenance - SCC	0	160	2,500	2,340		2,340	6.4 %
4060 Other Professional Fees	1,269	7,613	15,000	7,388		7,388	50.8 %
Sunderland Road Rec Ground :- Expenditure	3,863	13,092	26,390	13,298	0	13,298	49.6 %
1253 Bowls Club Rental	396	396	390	6			101.6 %
1255 Cricket Club Rental	0	0	260	-260			0.0 %
1256 Scouts ,ACF and SSLA	0	0	170	-170			0.0 %
Sunderland Road Rec Ground :- Income	396	396	820	-424			48.3 %
Net Expenditure over Income	3,467	12,696	25,570	12,874			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
502 Nature Reserves							
4037 Grounds Maintenance	0	150	1,500	1,350		1,350	10.0 %
4060 Other Professional Fees	0	39	9,425	9,386		9,386	0.4 %
Nature Reserves :- Expenditure	0	189	10,925	10,736	0	10,736	1.7 %
1306 Countryside Stewardship Grant	0	0	2,000	-2,000			0.0 %
1307 Angling Licence Rent	491	491	500	-9			98.2 %
Nature Reserves :- Income	491	491	2,500	-2,009			19.6 %
Net Expenditure over Income	-491	-302	8,425	8,727			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
504 TIC - NOT IN USE 2015/16							
1402 Sales	0	-61	0	-61			0.0 %
TIC - NOT IN USE 2015/16 :- Income	<u>0</u>	<u>-61</u>	<u>0</u>	<u>-61</u>			
Net Expenditure over Income	<u>0</u>	<u>61</u>	<u>0</u>	<u>-61</u>			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
505 <u>Grass Cutting</u>							
4102 Grass Cutting	0	0	12,000	12,000		12,000	0.0 %
Grass Cutting :- Expenditure	0	0	12,000	12,000	0	12,000	
Net Expenditure over Income	0	0	12,000	12,000			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
506 <u>Litter Bins, Seats & Shelters</u>							
4042 Equipment/Vehicle Maintenance	0	0	500	500		500	0.0 %
Litter Bins, Seats & Shelters :- Expenditure	0	0	500	500	0	500	
Net Expenditure over Income	0	0	500	500			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
509 Christmas Lights							
4401 Christmas Illuminations	0	554	11,000	10,446		10,446	5.0 %
4402 Community Christmas Event	2,104	2,104	7,000	4,896		4,896	30.1 %
Christmas Lights :- Expenditure	2,104	2,658	18,000	15,342	0	15,342	14.8 %
1365 Christmas Lights	170	195	4,000	-3,805			4.9 %
Christmas Lights :- Income	170	195	4,000	-3,805			4.9 %
Net Expenditure over Income	1,934	2,463	14,000	11,537			

Month No : 6

Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
601	<u>Precept and Interest</u>							
1101	Precept	239,549	479,098	479,098	0			100.0 %
1228	Interest on Investment	61	466	0	466			0.0 %
1320	Interest Received - All account	0	2,029	5,500	-3,471			36.9 %
	Precept and Interest :- Income	239,610	481,593	484,598	-3,005			99.4 %
	Net Expenditure over Income	-239,610	-481,593	-484,598	-3,005			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
602 <u>Democratic and Civic Costs</u>							
4020 Misc Establishment Costs	0	0	100	100		100	0.0 %
4033 Annual Report & Newsletter	238	1,666	3,500	1,834		1,834	47.6 %
4042 Equipment/Vehicle Maintenance	0	0	250	250		250	0.0 %
4200 Mayor's Allowance	137	714	1,900	1,186		1,186	37.6 %
4202 Members' Expenses (Conf etc)	10	235	500	265		265	47.1 %
4210 Election Costs	0	421	7,000	6,579		6,579	6.0 %
4701 Grants/Donations Paid	250	750	1,500	750		750	50.0 %
4971 Transfer from EMR	0	0	-4,000	-4,000		-4,000	0.0 %
Democratic and Civic Costs :- Expenditure	635	3,786	10,750	6,964	0	6,964	35.2 %
1309 Misc Contributions	0	50	0	50			0.0 %
Democratic and Civic Costs :- Income	0	50	0	50			
Net Expenditure over Income	635	3,736	10,750	7,014			

Month No : 6

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
700 Capital and Projects							
4153 Loan Interest - INTERNAL	0	0	7,903	7,903		7,903	0.0 %
4154 Loan Capital - INTERNAL	0	0	9,102	9,102		9,102	0.0 %
4802 CAP - Cemetery Extension	0	19,250	320,000	300,750		300,750	6.0 %
4804 CAP - Street Light Replacement	0	0	3,200	3,200		3,200	0.0 %
4805 CAP - Toyota Van	0	0	6,000	6,000		6,000	0.0 %
4807 CAP - Allotments	0	813	0	-813		-813	0.0 %
4915 Transfer to Rolling Capital Fd	0	15,000	15,000	0		0	100.0 %
4923 Internal Loan repaid to F'ild	0	0	9,102	9,102		9,102	0.0 %
4970 Transfer from C R R	0	0	-70,000	-70,000		-70,000	0.0 %
Capital and Projects :- Expenditure	0	35,063	300,307	265,245	0	265,245	11.7 %
1103 Internal Loan from F'ild EMR	0	0	250,000	-250,000			0.0 %
1153 Loan Interest Rec'd - INTERNAL	0	0	7,903	-7,903			0.0 %
1154 Loan Capital Rec'd - INTERNAL	0	0	9,102	-9,102			0.0 %
1210 Sale of Assets	0	4,167	0	4,167			0.0 %
1364 S106 Money Received	0	-106	0	-106			0.0 %
Capital and Projects :- Income	0	4,061	267,005	-262,944			1.5 %
Net Expenditure over Income	0	31,002	33,302	2,300			

Summary Income & Expenditure by Budget Heading 30th September 2015

Month No : 6

Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Of Budget
401 Staff	Expenditure	20,472	123,073	243,350	120,277		120,277	50.6 %
402 Administration-Office	Expenditure	2,859	54,149	82,700	28,551		28,551	65.5 %
	Income	541	3,848	6,000	-2,152			64.1 %
403 Administration-Works	Expenditure	3,028	18,353	28,900	10,547		10,547	63.5 %
405 Footway Lighting	Expenditure	766	4,428	7,800	3,372		3,372	56.8 %
406 Cemetery & Churchyard	Expenditure	0	4,378	10,750	6,372		6,372	40.7 %
	Income	965	7,435	25,052	-17,617			29.7 %
408 Town Centre (Including Market)	Expenditure	1,360	16,867	31,608	14,741		14,741	53.4 %
	Income	1,128	1,910	600	1,310			318.3 %
409 Public Toilets - Car Park	Expenditure	0	2,143	3,800	1,657		1,657	56.4 %
500 Play Areas and Open Spaces	Expenditure	390	2,217	-2,825	-5,042		-5,042	-78.5 %
	Income	0	668	1,380	-712			48.4 %
501 Sunderland Road Rec Ground	Expenditure	3,863	13,092	26,390	13,298		13,298	49.6 %
	Income	396	396	820	-424			48.3 %
502 Nature Reserves	Expenditure	0	189	10,925	10,736		10,736	1.7 %
	Income	491	491	2,500	-2,009			19.6 %
504 TIC - NOT IN USE 2015/16	Income	0	-61	0	-61			0.0 %
505 Grass Cutting	Expenditure	0	0	12,000	12,000		12,000	0.0 %
506 Litter Bins, Seats & Shelters	Expenditure	0	0	500	500		500	0.0 %
509 Christmas Lights	Expenditure	2,104	2,658	18,000	15,342		15,342	14.8 %
	Income	170	195	4,000	-3,805			4.9 %
601 Precept and Interest	Income	239,610	481,593	484,598	-3,005			99.4 %
602 Democratic and Civic Costs	Expenditure	635	3,786	10,750	6,964		6,964	35.2 %
	Income	0	50	0	50			0.0 %
700 Capital and Projects	Expenditure	0	35,063	300,307	265,245		265,245	11.7 %
	Income	0	4,061	267,005	-262,944			1.5 %

At: 15:50

Current Bank A/c

List of Payments made between 01/09/2015 and 30/09/2015

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/09/2015	Aviva	Std Ord	1,700.20		Annual Insurance Premium
01/09/2015	Powerc IT Business Solutions	DDR	300.00		1003/IT Support Sep 2015
01/09/2015	UK Fuels Limited DDR	DDR2	56.06		978/Fuel Cards
07/09/2015	Beds Associat. of Town & Paris	111175	10.00		1021/Councillor Training
07/09/2015	BNP Paribas Leasing Solutions	DDR3	175.50		969/Copier Cover 7.09-06.12.15
08/09/2015	WPS Insurance Brokers	111176	1,499.98		1022/Multi Vehicle Insurance
09/09/2015	Central Bedfordshire Council R	DDR4	115.00		748/Non Dom Rates 2015-16
16/09/2015	Powerc IT Business Solutions	DDR5	248.63		992/Phone & Broadband August
16/09/2015	Southern Electric DDR	DDR6	472.01		999/Lighting 04.08.15-01.09.15
16/09/2015	Bedford Borough Council	DDR7	20,471.90		1015/Staff wages, inc. ERs NI, Pension
21/09/2015	UK Fuels Limited DDR	DDR8	63.73		986/Fuel cards
23/09/2015	Binder Loams Ltd	30430	544.00		1008/Loam & Grass Seed
23/09/2015	Herts CCTV Partnership Ltd	30431	1,632.00		1013/Mobile Camera Monitoring
23/09/2015	Central Bedfordshire Council	30432	1,522.50		1007/Management Fee Sept
23/09/2015	Bedfordshire Cricket Ltd	30433	550.00		1010/Cricket Sq Renovation
23/09/2015	Robert Davies	30434	5.50		1011/Refund J. Davis Concorde
23/09/2015	DCK Beavers Ltd	30435	535.80		995/Contract Accounting
23/09/2015	DHE Professional Ltd	30436	2,310.00		1017/DHE Xmas Staging
23/09/2015	Dunstable Town Council	30437	20.00		1006/Dunstable Pudding Night
23/09/2015	Froods Autoservices	30438	101.99		1012/Toyota Battery & Recovery
23/09/2015	Hertfordshire County Council	30439	146.41		994/Stationery Supplies
23/09/2015	The Mayors Appeal Fund	30440	20.00		1005/Pride of Houghton Awards
23/09/2015	A W Jackson	30441	106.51		1019/Paper for Xmas Fayre
23/09/2015	Tim Miles	30442	600.00		993/Grave Digging
23/09/2015	Millenium Security Services	30443	90.00		1004/Alarm Callouts
23/09/2015	FD Odell & Sons Ltd	30444	48.00		998/Skip Rental
23/09/2015	PHS Group	30445	132.82		997/Annual Duty of Care (2)
23/09/2015	Rosetta Publishing	30446	571.20		991/The Bulletin September
23/09/2015	Sandy Football Club	30447	50.02		1002/Elec. Jun-Aug 15
23/09/2015	Agrovista UK Ltd	30448	1,203.55		990/Ringer Ground treatment
23/09/2015	T&E Seymour Electrical Install	30449	1,580.40		989/Street Lighting Repairs
23/09/2015	TTM Consultancy Ltd	30450	660.00		987/Annual Contract to 15.09.16
23/09/2015	Walters Ltd	30451	751.73		985/Main Copier to 24.08.15
24/09/2015	Sandy Twinning Association	111177	250.00		1023/Sandy Twinning Grant
29/09/2015	British Gas DDR	DDR9	8.85		1016/Elec. 10.08.15-09.09.15

Total Payments	38,554.29
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Summary Income & Expenditure by Budget Heading 30th September 2015

Month No : 6

Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Of Budget
<u>INCOME - EXPENDITURE TOTALS</u>	Expenditure	35,476	280,396	784,955	504,559	0	504,559	35.7 %
	Income	243,301	500,586	791,955	-291,369			63.2 %
	Net Expenditure over Income	-207,824	-220,190	-7,000	213,190			

Date :- 25/11/2015

Sandy Town Council 2015-16

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Detailed Balance Sheet (Excluding Stock Movement)

Month No: 7 31st October 2015

<u>A/c</u>	<u>Account Description</u>	<u>Actual</u>
<i><u>Current Assets</u></i>		
100	Debtors Control	126
101	Stock	2,184
105	VAT Control	8,381
120	Sundry Debtors	2,000
200	Current Bank A/c	13,199
205	Capital a/c Santander	215,503
206	Barclays Active Saver	309,975
208	Public Sector Deposit Fund	200,534
210	Petty Cash	300
Total Current Assets		752,202
<i><u>Current Liabilities</u></i>		
501	Creditors Control	2,547
06	Retentions Payable	270
Total Current Liabilities		2,817
Net Current Assets		749,386
Total Assets less Current Liabilities		749,386
<i><u>Represented By :-</u></i>		
300	Current Year Fund	220,505
310	General Reserve	80,107
315	Rolling Capital Fund	3,668
320	Capital Receipts Reserve	53,545
321	Earmarked Reserves	29,028
322	EMR Fallowfied	362,532
Total Equity		749,386

Summary Income & Expenditure by Budget Heading 31st October 2015

Month No : 7

Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Of Budget
401 Staff	Expenditure	18,866	141,939	243,350	101,411		101,411	58.3 %
402 Administration-Office	Expenditure	4,744	48,374	82,700	34,326		34,326	58.5 %
	Income	250	4,098	6,000	-1,902			68.3 %
403 Administration-Works	Expenditure	2,318	20,672	28,900	8,228		8,228	71.5 %
405 Footway Lighting	Expenditure	427	4,855	7,800	2,945		2,945	62.2 %
406 Cemetery & Churchyard	Expenditure	690	5,068	10,750	5,682		5,682	47.1 %
	Income	3,610	11,045	25,052	-14,007			44.1 %
403 Town Centre (Including Market)	Expenditure	0	16,867	31,608	14,741		14,741	53.4 %
	Income	70	1,980	600	1,380			329.9 %
409 Public Toilets - Car Park	Expenditure	164	2,307	3,800	1,493		1,493	60.7 %
500 Play Areas and Open Spaces	Expenditure	93	2,310	-2,825	-5,135		-5,135	-81.8 %
	Income	0	668	1,380	-712			48.4 %
501 Sunderland Road Rec Ground	Expenditure	915	14,007	26,390	12,383		12,383	53.1 %
	Income	0	396	820	-424			48.3 %
502 Nature Reserves	Expenditure	0	189	10,925	10,736		10,736	1.7 %
	Income	0	491	2,500	-2,009			19.6 %
504 TIC - NOT IN USE 2015/16	Income	0	-61	0	-61			0.0 %
505 Grass Cutting	Expenditure	0	0	12,000	12,000		12,000	0.0 %
506 Litter Bins, Seats & Shelters	Expenditure	0	0	500	500		500	0.0 %
509 Christmas Lights	Expenditure	5,308	7,966	18,000	10,034		10,034	44.3 %
	Income	175	370	4,000	-3,630			9.3 %
601 Precept and Interest	Income	0	481,593	484,598	-3,005			99.4 %
602 Democratic and Civic Costs	Expenditure	845	4,631	10,750	6,119		6,119	43.1 %
	Income	0	50	0	50			0.0 %
700 Capital and Projects	Expenditure	0	15,000	300,307	285,307		285,307	5.0 %
	Income	0	4,061	267,005	-262,944			1.5 %

Summary Income & Expenditure by Budget Heading 31st October 2015

Month No : 7

Cost Centre Report

		Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Of Budget
<u>INCOME - EXPENDITURE TOTALS</u>	Expenditure	34,372	284,185	784,955	500,770	0	500,770	36.2 %
	Income	4,105	504,691	791,955	-287,264			63.7 %
	Net Expenditure over Income	30,266	-220,505	-7,000	213,505			

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>401</u> <u>Staff</u>							
4001 Gross Salaries - Admin	8,137	49,829	116,000	66,171		66,171	43.0 %
4002 Gross Salaries - Works	7,754	53,049	83,000	29,951		29,951	63.9 %
4003 Employers NIC	923	5,510	14,100	8,590		8,590	39.1 %
4004 Employers Superannuation	2,052	12,576	29,750	17,174		17,174	42.3 %
4010 Miscellaneous Staff Costs	0	20,710	500	-20,210		-20,210	4142.0
4030 Recruitment Advertising	0	265	0	-265		-265	0.0 %
Staff :- Expenditure	18,866	141,939	243,350	101,411	0	101,411	58.3 %
Net Expenditure over Income	18,866	141,939	243,350	101,411			

Month No : 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
402 Administration-Office							
4008 Training	257	1,069	3,500	2,432		2,432	30.5 %
4009 Travel & Subsistence	0	150	250	101		101	59.8 %
4011 General Rates	0	6,120	6,150	30		30	99.5 %
4012 Water Rates	84	164	400	236		236	41.0 %
4014 Electricity	463	4,641	2,500	-2,141		-2,141	185.6 %
4015 Gas	279	129	1,800	1,671		1,671	7.2 %
4016 Cleaning Materials etc	191	554	1,500	946		946	36.9 %
4020 Misc Establishment Costs	115	1,099	2,000	901		901	54.9 %
4021 Telephone & Fax	236	1,488	2,500	1,012		1,012	59.5 %
4022 Postage	0	865	1,700	835		835	50.9 %
423 Printing & Stationery	75	1,834	5,000	3,166		3,166	36.7 %
4024 Subscriptions	260	2,366	2,600	234		234	91.0 %
4025 Insurance (excl vehicles)	1,700	10,898	22,250	11,352		11,352	49.0 %
4026 Photocopy Costs	0	758	4,000	3,242		3,242	19.0 %
4027 IT Costs incl Support	377	3,332	6,000	2,668		2,668	55.5 %
4028 Service Agreements (Other)	158	5,327	5,000	-327		-327	106.5 %
4035 Publications	7	23	200	177		177	11.6 %
4036 Property Maintenance/Security	105	1,701	3,000	1,299		1,299	56.7 %
4040 Equipment Purchases (Minor)	0	1,388	0	-1,388		-1,388	0.0 %
4042 Equipment/Vehicle Maintenance	0	25	0	-25		-25	0.0 %
4050 Tourism Expenditure	0	809	2,000	1,191		1,191	40.4 %
4051 Bank Charges	0	0	100	100		100	0.0 %
4056 Legal Expenses	0	350	2,000	1,650		1,650	17.5 %
4057 Audit Fees - External	0	35	1,300	1,265		1,265	2.7 %
4058 Audit Fees - Internal	0	80	750	670		670	10.7 %
4059 Accountancy Fees	417	3,100	6,000	2,900		2,900	51.7 %
470 Refreshments	19	70	200	130		130	34.9 %
Administration-Office :- Expenditure	4,744	48,374	82,700	34,326	0	34,326	58.5 %
1003 Tourism Income	132	3,009	3,000	9			100.3 %
1201 Rent Received Etc	105	868	3,000	-2,132			28.9 %
1202 Photocopying Income	3	31	0	31			0.0 %
1205 Miscellaneous Income	10	190	0	190			0.0 %
Administration-Office :- Income	250	4,098	6,000	-1,902			68.3 %
Net Expenditure over Income	4,494	44,276	76,700	32,424			

Month No : 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
403 Administration-Works							
4005 Protective Clothing	0	113	1,000	887		887	11.3 %
4008 Training	0	214	0	-214		-214	0.0 %
4011 General Rates	0	1,992	2,000	8		8	99.6 %
4012 Water Rates	0	-159	700	859		859	-22.7 %
4014 Electricity	-102	400	500	100		100	80.0 %
4016 Cleaning Materials etc	0	47	0	-47		-47	0.0 %
4017 Refuse Disposal	350	3,190	3,500	310		310	91.1 %
4036 Property Maintenance/Security	0	2,236	1,000	-1,236		-1,236	223.6 %
4038 Consumables/Small Tools	321	1,120	2,500	1,380		1,380	44.8 %
4039 Planting/Trees/Horticulture	789	4,825	5,700	875		875	84.6 %
4040 Equipment Purchases (Minor)	0	2,061	2,000	-61		-61	103.0 %
4042 Equipment/Vehicle Maintenance	911	1,621	5,500	3,879		3,879	29.5 %
4043 Equipment/Vehicle Fuel	49	1,287	2,000	713		713	64.4 %
4044 Vehicle Tax & Insurance	0	1,725	2,500	775		775	69.0 %
Administration-Works :- Expenditure	2,318	20,672	28,900	8,228	0	8,228	71.5 %
Net Expenditure over Income	2,318	20,672	28,900	8,228			

Month No : 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>405</u> <u>Footway Lighting</u>							
4014 Electricity	427	2,798	5,500	2,702		2,702	50.9 %
4042 Equipment/Vehicle Maintenance	0	2,057	2,300	243		243	89.4 %
Footway Lighting :- Expenditure	427	4,855	7,800	2,945	0	2,945	62.2 %
Net Expenditure over Income	427	4,855	7,800	2,945			

Month No : 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
406 Cemetery & Churchyard							
4011 General Rates	0	2,208	2,200	-8		-8	100.4 %
4012 Water Rates	21	51	100	49		49	50.7 %
4036 Property Maintenance/Security	0	0	1,000	1,000		1,000	0.0 %
4037 Grounds Maintenance	0	66	900	834		834	7.3 %
4039 Planting/Trees/Horticulture	174	174	350	176		176	49.7 %
4101 Grave Digging Costs	495	2,570	6,200	3,630		3,630	41.5 %
Cemetery & Churchyard :- Expenditure	690	5,068	10,750	5,682	0	5,682	47.1 %
1226 Burials/Memorials Income	3,610	11,045	25,000	-13,955			44.2 %
1228 Interest on Investment	0	0	52	-52			0.0 %
Cemetery & Churchyard :- Income	3,610	11,045	25,052	-14,007			44.1 %
Net Expenditure over Income	-2,920	-5,977	-14,302	-8,325			

Month No : 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
408 <u>Town Centre (Including Market)</u>							
4011 General Rates	0	15,203	15,150	-53		-53	100.3 %
4036 Property Maintenance/Security	0	0	850	850		850	0.0 %
4053 Loan Interest	0	168	349	181		181	48.2 %
4054 Loan Capital Repaid	0	136	259	123		123	52.5 %
4100 CCTV Fees	0	1,360	15,000	13,640		13,640	9.1 %
Town Centre (Including Market) :- Expenditure	0	16,867	31,608	14,741	0	14,741	53.4 %
1235 CCTV Monitoring	0	833	0	833			0.0 %
1236 Friday Market Fees	70	892	0	892			0.0 %
1237 Saturday Market Fees	0	136	300	-164			45.3 %
1238 Other Income Car Park	0	118	300	-182			39.4 %
Town Centre (Including Market) :- Income	70	1,980	600	1,380			329.9 %
Net Expenditure over Income	-70	14,887	31,008	16,121			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
409 <u>Public Toilets - Car Park</u>							
4011 General Rates	0	2,352	2,350	-2		-2	100.1 %
4012 Water Rates	125	332	500	168		168	66.4 %
4014 Electricity	40	-477	400	877		877	-119.3 %
4036 Property Maintenance/Security	0	100	550	450		450	18.2 %
Public Toilets - Car Park :- Expenditure	164	2,307	3,800	1,493	0	1,493	60.7 %
Net Expenditure over Income	164	2,307	3,800	1,493			

Month No : 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
500	Play Areas and Open Spaces						
4007	0	0	400	400		400	0.0 %
4012	0	790	800	10		10	98.8 %
4014	0	87	150	63		63	57.7 %
4036	93	171	1,125	954		954	15.2 %
4037	0	826	2,500	1,674		1,674	33.0 %
4042	0	437	7,200	6,764		6,764	6.1 %
4972	0	0	-15,000	-15,000		-15,000	0.0 %
	93	2,310	-2,825	-5,135	0	-5,135	-81.8 %
Play Areas and Open Spaces :- Expenditure							
1241	0	583	450	133			129.6 %
1242	0	0	330	-330			0.0 %
244	0	85	0	85			0.0 %
1251	0	0	600	-600			0.0 %
	0	668	1,380	-712			48.4 %
Play Areas and Open Spaces :- Income							
Net Expenditure over Income	93	1,642	-4,205	-5,847			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
501	<u>Sunderland Road Rec Ground</u>						
4012	Water Rates	78	553	600	47	47	92.1 %
4014	Electricity	10	57	0	-57	-57	0.0 %
4036	Property Maintenance/Security	0	738	1,000	262	262	73.8 %
4046	Bowling Green - SBC	174	2,741	2,748	7	7	99.7 %
4047	Equipment Maintenance - SBC	654	1,091	2,232	1,141	1,141	48.9 %
4048	Cricket Square - SCC	0	1,055	2,310	1,255	1,255	45.7 %
4049	Equipment Maintenance - SCC	0	160	2,500	2,340	2,340	6.4 %
4060	Other Professional Fees	0	7,613	15,000	7,388	7,388	50.8 %
	Sunderland Road Rec Ground :- Expenditure	915	14,007	26,390	12,383	0	53.1 %
1253	Bowls Club Rental	0	396	390	6		101.6 %
.255	Cricket Club Rental	0	0	260	-260		0.0 %
1256	Scouts ,ACF and SSLA	0	0	170	-170		0.0 %
	Sunderland Road Rec Ground :- Income	0	396	820	-424		48.3 %
	Net Expenditure over Income	915	13,611	25,570	11,959		

Month No : 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
502 Nature Reserves							
4037 Grounds Maintenance	0	150	1,500	1,350		1,350	10.0 %
4060 Other Professional Fees	0	39	9,425	9,386		9,386	0.4 %
Nature Reserves :- Expenditure	0	189	10,925	10,736	0	10,736	1.7 %
1306 Countryside Stewardship Grant	0	0	2,000	-2,000			0.0 %
1307 Angling Licence Rent	0	491	500	-9			98.2 %
Nature Reserves :- Income	0	491	2,500	-2,009			19.6 %
Net Expenditure over Income	0	-302	8,425	8,727			

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
504 <u>TIC - NOT IN USE 2015/16</u>							
1402 Sales	0	-61	0	-61			0.0 %
TIC - NOT IN USE 2015/16 :- Income	0	-61	0	-61			
Net Expenditure over Income	0	61	0	-61			

Month No : 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<u>505</u> <u>Grass Cutting</u>							
4102 Grass Cutting	0	0	12,000	12,000		12,000	0.0 %
Grass Cutting :- Expenditure	<u>0</u>	<u>0</u>	<u>12,000</u>	<u>12,000</u>	<u>0</u>	<u>12,000</u>	
Net Expenditure over Income	<u>0</u>	<u>0</u>	<u>12,000</u>	<u>12,000</u>			

Month No : 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
506 <u>Litter Bins, Seats & Shelters</u>							
4042 Equipment/Vehicle Maintenance	0	0	500	500		500	0.0 %
Litter Bins, Seats & Shelters :- Expenditure	0	0	500	500	0	500	
Net Expenditure over Income	0	0	500	500			

Month No : 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
509 <u>Christmas Lights</u>							
4401 Christmas Illuminations	4,663	5,216	11,000	5,784		5,784	47.4 %
4402 Community Christmas Event	646	2,750	7,000	4,250		4,250	39.3 %
Christmas Lights :- Expenditure	5,308	7,966	18,000	10,034	0	10,034	44.3 %
1365 Christmas Lights	175	370	4,000	-3,630			9.3 %
Christmas Lights :- Income	175	370	4,000	-3,630			9.2 %
Net Expenditure over Income	5,133	7,596	14,000	6,404			

Month No : 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
601 <u>Precept and Interest</u>							
1101 Precept	0	479,098	479,098	0			100.0 %
1228 Interest on Investment	0	466	0	466			0.0 %
1320 Interest Received - All account	0	2,029	5,500	-3,471			36.9 %
Precept and Interest :- Income	0	481,593	484,598	-3,005			99.4 %
Net Expenditure over Income	0	-481,593	-484,598	-3,005			

Month No : 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
602	Democratic and Civic Costs						
4020	Misc Establishment Costs	0	0	100	100	100	0.0 %
4033	Annual Report & Newsletter	0	1,666	3,500	1,834	1,834	47.6 %
4042	Equipment/Vehicle Maintenance	0	0	250	250	250	0.0 %
4200	Mayor's Allowance	258	972	1,900	928	928	51.2 %
4202	Members' Expenses (Conf etc)	30	265	500	235	235	53.1 %
4210	Election Costs	0	421	7,000	6,579	6,579	6.0 %
4701	Grants/Donations Paid	556	1,306	1,500	194	194	87.1 %
4971	Transfer from EMR	0	0	-4,000	-4,000	-4,000	0.0 %
	Democratic and Civic Costs :- Expenditure	845	4,631	10,750	6,119	0	43.1 %
1309	Misc Contributions	0	50	0	50		0.0 %
	Democratic and Civic Costs :- Income	0	50	0	50		
	Net Expenditure over Income	845	4,581	10,750	6,169		

Month No : 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
700	Capital and Projects						
4153	0	0	7,903	7,903		7,903	0.0 %
4154	0	0	9,102	9,102		9,102	0.0 %
4802	0	19,250	320,000	300,750		300,750	6.0 %
4804	0	0	3,200	3,200		3,200	0.0 %
4805	0	0	6,000	6,000		6,000	0.0 %
4807	0	813	0	-813		-813	0.0 %
4808	0	10,519	0	-10,519		-10,519	0.0 %
4915	0	15,000	15,000	0		0	100.0 %
4923	0	0	9,102	9,102		9,102	0.0 %
4965	0	-11,332	0	11,332		11,332	-
4970	0	-19,250	-70,000	-50,750		-50,750	27.5 %
	0	15,000	300,307	285,307	0	285,307	5.0 %
1103	0	0	250,000	-250,000			0.0 %
1153	0	0	7,903	-7,903			0.0 %
1154	0	0	9,102	-9,102			0.0 %
1210	0	4,167	0	4,167			0.0 %
1364	0	-106	0	-106			0.0 %
	0	4,061	267,005	-262,944			1.5 %
	0	10,939	33,302	22,363			

At: 15:12

Current Bank A/c

List of Payments made between 01/10/2015 and 31/10/2015

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/10/2015	Aviva	Std Ord	1,700.20		Annual Insurance Premium
01/10/2015	Powerc IT Business Solutions	DDR2	300.00		1069/IT Support agreement
05/10/2015	UK Fuels Limited DDR	DDR3	109.46		1014/Fuel Cards
05/10/2015	ML Reeves Refund for Talk	111178	5.50		ML Reeves Refund for Talk
05/10/2015	Petty Cash Imprest	111179	232.85		Petty Cash Imprest
05/10/2015	Centra Beds - Event Licence	111180	21.00		Centra Beds - Event Licence
07/10/2015	The Mayor of Huntingdon's Char	111181	24.00		1026/HTC Music Hall Performanc
08/10/2015	Anglian Water	111182	342.46		1027/Water 24.06.15-29.09.15
08/10/2015	Anglian Water	111183	202.82		1028/Water 25.06.15-29.09.15
09/10/2015	Central Bedfordshire Council R	DDR4	3,060.00		772/Office Rates 2015/16
09/10/2015	Central Bedfordshire Council R	DDR5	1,104.00		773/Cemetery Rates 2015/16
09/10/2015	Central Bedfordshire Council R	DDR6	996.00		770/Allotment Rates 2015/16
09/10/2015	Central Bedfordshire Council R	DDR7	7,025.00		771/Car Park Rates 2015-16
09/10/2015	Central Bedfordshire Council R	DDR8	1,176.00		774/Adj to 29 Rates 2015/16
09/10/2015	Central Bedfordshire Council R	DDR9	115.00		748/Non Dom Rates 2015-16
12/10/2015	Barclays Active Saver	TFR	156,000.00		
12/10/2015	Anglian Water	111184	78.27		1029/Water 02.07.15-07.10.15
15/10/2015	Powerc IT Business Solutions	DDR10	255.25		1049/Phone & Broadband
16/10/2015	Southern Electric DDR	DDR11	509.51		1076/Elec. 02.09.15-01.10.15
16/10/2015	Bedford Borough Council	DDR12	18,866.06		1056/Staff wages, inc. ERs NI, Pension
19/10/2015	UK Fuels Limited DDR	DD12	65.47		1054/Fuel Cards
19/10/2015	Volunteer Community First Resp	111185	446.31		1030/First Responder Grant
19/10/2015	Anglian Water	111186	20.97		1031/Water 14.07.15-13.10.15
19/10/2015	Anglian Water	111187	84.49		1032/Water 09.07.15-13.10.15
19/10/2015	Anglian Water	111188	124.93		1033/Water 09.07.15-15.10.15
20/10/2015	Southern Electric DDR	DDR13	64.94		1078/Elec. 23.06.15-23.09.15
28/10/2015	1st Response Fire Protection	30452	31.20		1038/Fire Alarm Maintenance
28/10/2015	Beds Associat. of Town & Paris	30453	30.00		1055/Councillor Training
28/10/2015	BDO LLP	30454	1,602.00		1035/External Audit 14/15 Fee
28/10/2015	Sandy Town Bowling Club	30455	23.61		1034/Petrol for Bowl Machines
28/10/2015	George Browns Ltd	30456	312.50		Purchase Ledger Payment
28/10/2015	Buckingham Town Council	30457	256.50		1058/Recharge CiLCa Training
28/10/2015	Colin Ross	30458	49.18		1036/Work Trousers
28/10/2015	DCK Beavers Ltd	30459	500.94		1037/Contract Accounting
28/10/2015	Fire Safety Services (UK) Ltd	30460	78.41		1059/Alarm Maintenance
28/10/2015	Frontier Agriculture Ltd	30461	119.94		1039/Roundup Biactive
28/10/2015	Froods Autoservices	30462	20.40		1040/Toyota Puncture repair
28/10/2015	Gilks Fencing Ltd	30463	101.98		1042/Fencing
28/10/2015	Groundcare Machinery Services	30464	1,092.85		1062/Kubota mower Service
28/10/2015	Hertfordshire County Council	30465	119.41		1044/Janitorial Supplies
28/10/2015	Martin Howlett Trading Company	30466	234.10		1046/Janitorial Supplies
28/10/2015	A W Jackson	30467	160.69		1045/Bags for Xmas Lights
28/10/2015	Lamps & Tubes Illuminations Lt	30468	5,595.46		1063/Christmas Light Yr 1 of 1
28/10/2015	The Lion Press	30469	21.00		1084/A5 Leaflets
28/10/2015	Marshall's Castles	30470	300.00		1064/christmas Santas Grotto
28/10/2015	Tim Miles	30471	495.00		1066/Grave Digging Sep/Oct
28/10/2015	FD Odell & Sons Ltd	30472	444.00		1048/Refuse Disposal

At : 15:12

Current Bank A/c

List of Payments made between 01/10/2015 and 31/10/2015

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
28/10/2015	Colin Osborne	30473	90.90		1067/Dep. Mayor Travel
28/10/2015	Sandy Upper School	30474	25.00		1070/Sandy Upper School Grant
28/10/2015	Seddington Garden Nursery	30475	1,120.80		1071/Winter Bedding
28/10/2015	Southern Electric	30476	292.80		1083/Gas 04.07.15-23.10.15
28/10/2015	Agrovista UK Ltd	30477	748.57		1072/Baileys Dressing
28/10/2015	SLCC Enterprises Ltd	30478	260.00		1074/C. Robson SLCC Subs
28/10/2015	Smith of Derby Ltd	30479	255.60		1050/St Swithuns Clock Service
28/10/2015	St. John Ambulance	30480	186.00		1051/First aid Cover
28/10/2015	Team Flitwick	30481	455.48		1053/Gasoil
28/10/2015	T&E Seymour Electrical Install	30482	444.00		1052/Street light maintenance
28/10/2015	TTM Consultancy Ltd	30483	189.60		1081/Car Park Barrier Switch
28/10/2015	VFM Products Ltd	30484	263.40		1082/Grassline 10 Litres
28/10/2015	Purchase Power	DDR14	50.22		Purchase Ledger Payment
30/10/2015	British Gas DDR	DDR	10.26		1057/Elec. 10.09.15-09.10.15

Total Payments 208,912.29

AGENDA NUMBER 6

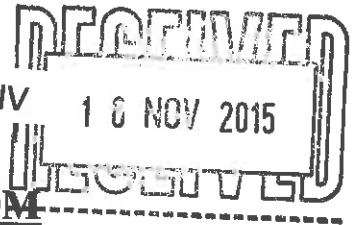
Policy Finance and Resources Committee - Action list

Subject	Action to be taken		Response/ Status
	Minute	Action	
Meeting 22/6/15			
Renewal of Service Agreements	(11-15/16)	The Town Clerk to review all outside contracts.	Town Clerk to review to what extent this was completed
Meeting 14/9/15			
Jenkins Pavilion	(33-15/16)	Town Clerk to arrange an alarm as so as possible. and bring a report to P F & R on 12 October 2015	Item to be discussed on agenda

AGENDA ITEM 7

APPENDIX IV

18 NOV 2015



APPLICATION FOR GRANT AID FROM

SANDY TOWN COUNCIL

<u>Name of the Organisation/Group</u> MID BEDS WINK A RIDE	
Are you affiliated to a national organisation? If so, which one?	NO
Local venue/meeting place	N/A
Are you a registered charity? If so, give your charity number?	INDUSTRIAL & PROVIDENT SOCIETY 27887R
What are the aims and activities of the organisation?	TO PROVIDE COMMUNITY TRANSPORT FOR THOSE WHO ARE UNABLE TO ACCESS PUBLIC TRANSPORT DUE TO DISABILITY, AGE & RURAL LOCATION
How many members do you have?	Volunteers/Leaders 7 STAFF
Members:	Junior N/A
	Senior
What is your annual subscription?	Junior £ N/A
	Senior £ 10.00

Project Information	
What would the grant be used for?	TO HELP WITH EVERYDAY RUNNING COSTS + TO HELP WITH PURCHASE OF ADDITIONAL BUS
In what manner will the residents of Sandy benefit?	MORE AVAILABILITY FOR RESIDENT TO ACCESS SHOPPING APPOINTMENTS & THERAPY SESSIONS
Approximately how many Sandy residents will benefit from this grant?	242 current Sandy trips made. WILL BE LOOKING TO INCREASE
Estimated total cost of project	\$6,000 FOR ADDITIONAL BUS
Please state clearly how much you are applying for from Sandy Town Council.	\$750.00
What amount is being met from your own funds?	FUNDING BEING SOUGHT FROM OTHER COUNCILS

What is the amount sought from other funding bodies? Please give details of other sources you have applied to or intend to apply to.

Source	Amount	Confirmed/Pending/Unsuccessful
--------	--------	--------------------------------

WE WILL BE SEEKING FUNDING FROM TOWN & PARISH COUNCILS WITHIN CENTRAL BEDFORDSHIRE

Financial Details

Please specify how any income, particularly surplus, is spent.

DAY TO DAY
RUNNING COSTS

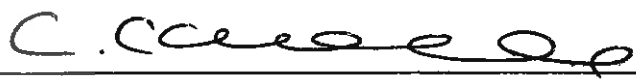
Please attach accounts (audited/independently examined) for the last two years and your budget forecast for the forthcoming/current year.

Payment Details	
Account Title	MID BEDS LINKARIDE COMMUNITY TRANSPORT
Account Number	20-05-74 40514020
Bank/Building Society Name and Address	BARCLAYS STATION SQ FLITWICK
Contact Details	
Please give details of the person with whom this application can be discussed and to whom any cheque should be sent:	CHERYL COVERDALE
Position in organisation	MANAGER
Address	C/O AMPHILL DAY CENTRE HOUGHTON LODGE HOUGHTON CLOSE AMPHILL MK45 2TG
Telephone Number	01525 840511
E-mail address	linkaride@gmail.com

Declaration

Please sign this form to confirm that:

The information supplied is full and correct to the best of your knowledge; you have read, understood and complied with the conditions of funding; understand that Sandy Town Council reserve the right to reclaim the grant in the event of it being used for purposes other than specified, or the organisation ceasing to operate.

Signed:	
Name:	CHERYL COVERDALE
Position:	MANAGER
Date:	17/11/15

Please enclose with your application copies of:

- Accounts for the last two years
- Budget forecast for forthcoming/current year
- Other relevant literature including photograph if available

MID BEDS LINK-A-RIDE COMMUNITY TRANSPORT LIMITED
BALANCE SHEET
AS AT 31st MARCH, 2015

	Notes	2015		2014	
		£	£	£	£
FIXED ASSETS					
Tangible Assets	6		4,472		5,968
CURRENT ASSETS					
Debtors	7	8,952		9,260	
Cash at Bank and in Hand		105,370		100,448	
		<u>114,322</u>		<u>109,708</u>	
CREDITORS: Amounts falling due within one year					
	8	5,390		11,613	
		<u>5,390</u>		<u>11,613</u>	
NET CURRENT ASSETS			108,932		98,095
			<u>108,932</u>		<u>98,095</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			113,404		104,063
			<u>113,404</u>		<u>104,063</u>
CAPITAL AND RESERVES:					
Called up Share Capital	9		35		35
Contingency Fund	10		5,000		5,000
General Reserve	11		108,369		99,028
			<u>113,404</u>		<u>104,063</u>
			<u>113,404</u>		<u>104,063</u>

ON BEHALF OF THE COMMITTEE

Treasurer

Committee Member

Mrs C Andrews

A A Fowler

Approved by the Committee dated...7 June 2015

LAR Reserves Policy as at September 2015

LAR current funding	14/15 actuals	£
Main Funding from CBC		101,207
Concessionary Fares - CBC		16,612
Town and Parish Council Donations		1,050
Other Donations		258
		<u>119,127</u>
Other income sources		
Fares taken on buses		14,308
Registration Fees		1,180
Fuel Duty Rebate		3,903
Partnership - now dissolved		4,467
Bank Interest		275
		<u>24,133</u>
	Actual income 2014/15	<u><u>143,260</u></u>
	Actual expenditure 2014/15	<u><u>133,919</u></u>
	Income above expenditure	<u><u>9,341</u></u>

As at August 2015

The current main funding from CBC is in place to the end March 2016.

Following a meeting between the Chairperson and Operations Manager of LAR and Paul Dodge of CBC, it was confirmed that CBC are to action a consultation on transport provision to the community, to take place from October 2015. The outcome will not be available until February 2016.

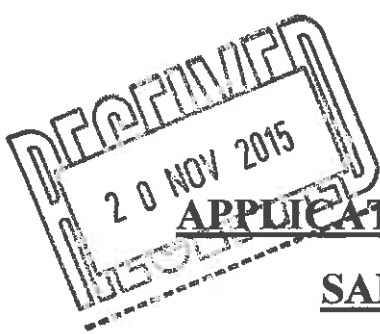
Depending on the outcome of this consultancy, this may leave LAR without it's current source of funding.

However, CBC may award six months interim funding, to cover April to Sept 2016.

CBC are however under an obligation to provide transport to members of the community who are unable to access public transport.

The view is that it can take up to one year to find, and have in place, funding of an equivalent level, i.e. £100k.

Many different organisations would have to be approached.



APPLICATION FOR GRANT AID FROM
SANDY TOWN COUNCIL

<u>Name of the Organisation/Group</u>	
Sandy Enhancement Group	
Are you affiliated to a national organisation? If so, which one?	No
Local venue/meeting place	The Training Room Tesco Store New Road Sandy
Are you a registered charity? If so, give your charity number	No
What are the aims and activities of the organisation?	The Sandy Enhancement Group is a team of volunteers who seek by practical means to improve the appearance of Sandy; promoting the floral enhancement of Sandy and undertaking various projects to improve specific areas of the town.
How many members do you have?	Volunteers/Leaders Six volunteers
Members:	Junior Nil
	Senior Six
What is your annual subscription	Junior £Nil
	Senior £Nil

Project Information

What would the grant be used for?	<p>The purchase of plants, growing medium and landscaping materials for use in the group's projects for 2016 on the theme of 'The Nectar Café'. The planting of nectar rich herbaceous perennial plants to encourage and support nectar dependant insects and bees. Specifically-</p> <ul style="list-style-type: none">• A themed garden at the Sandy Sorting Office to celebrate Her Majesty's 90th birthday.• The enhancement of the fenced area adjacent to the Jubilee Triangle, Stratford Road/Potton Road.• Themed planting of the small plot opposite Sandy BR station outside the house named Puffers.• The upkeep and servicing of existing projects e.g the community rose garden at Sunderland Road/Darlington Close.
In what manner would the residents of Sandy benefit?	<p>We believe an improved environment will promote community wellbeing and a pride in our little town.</p>
Approximately how many of Sandy residents will benefit from this grant?	<p>All who frequent the areas mentioned.</p>
Estimated total cost of project	<p>£350</p>
Please state clearly how much you are applying for from Sandy Town Council	<p>£250</p>
What amount is being met from your own funds?	<p>£100</p>

What is the amount sought from other funding bodies? Please give details of other sources you have applied to or intend to apply to.

Source	Amount	Confirmed/Pending/Unsuccessful
--------	--------	--------------------------------

Nil		
-----	--	--

Financial Details

Please specify how any income particularly, surplus is spent

All income is spent on plants and materials. If there is any surplus it is carried over to fund the next season's projects.

Please attach accounts (audited/independently) examined for the last two years and your budget forecast for the forthcoming/current year.

Attached.

Payment Details	
Account Title	Sandy Enhancement Group
Account Number	93954013
Bank/Building Society Name and Address	Barclays Bank PLC 2 High St, Sandy SG19 1AH Sort Code 20-74-81
Contact Details	
Please give details of the person with whom this application can be discussed and to whom any cheque should be sent:	David Thomas
Position in organisation	Secretary/Treasurer
Address	51 St Neots Road Sandy SG19 1LE
Telephone number	01767 227 028 07914 068730
E-mail address	dads.shed@gmail.com

Declaration

Please sign this form to confirm that:

The information supplied is full and correct to the best of your knowledge; you have read, understood and complied with the conditions of funding; understand that Sandy Town Council reserve the right to reclaim the grant in the event of it being used for purposes other than specified, or the organisation ceasing to operate.

Signed:	<i>David Thomas</i>
Name:	DAVID THOMAS
Position:	Secretary - Treasurer
Date:	19/1/15

Please enclose with your application copies of:

- Accounts for the last two years
- Budget forecast for forthcoming/current year
- Other relevant literature including photograph if available

Sandy Enhancement Group - Projection 2016			
2015		2016 Projected	
Bank	£475.00		£246.52
Donations & Grants	£95.00		£350.00
Takings from events	£96.70		£150.00
Outgoings	£420.08		£550.00
Surplus	£246.52		£196.52

STATEMENT OF ACCOUNT

Sandy Enhancement Group

Date	Details	Credits	Debits	Balance
20-Feb-15	Balance brought forward Barclays Account			£475.00
01-Jun-15	3 hyssop bushes for Jubilee Triangle		£6.00	£469.00
05-Jun-15	Entry fee - Sandy Carnival		£15.00	£454.00
10-Jun-15	Stationary cards & clips for entry forms		£3.40	£450.60
10-Jun-15	Lion Press - 75 copies Best Kept entry forms		£7.50	£443.10
13-Jun-15	Price cards star shapes fluorescent Sandy		£1.50	£441.60
13-Jun-15	Edible Ornaments 9 chilli plants		£22.50	£419.10
13-Jun-15	Flowers by Jacky Various plants		£50.00	£369.10
13-Jun-15	Stall takings	£96.60		£465.70
25-Jun-15	Laminator pouches - Sandy Greetings		£3.38	£462.32
25-Jun-15	Cable ties - posters - Gilbys 2x £4.99		£9.98	£452.34
25-Jun-15	Posters - photocopying & laminating TC office		£12.10	£440.24
10-Jun-15	Petty cash V1 Grass Seed & Roundup		£10.44	£429.80
14-Jul-15	Sponsorship Classes 104 & 165-6 2015		£9.00	£420.80
17-Jul-15	certificate card & cutter		£10.00	£410.80
17-Jul-15	Award golds/silver/bronze seals		£8.89	£401.91
04-Sep-15	Velcro coins for display		£7.99	£393.92
05-Sep-15	Fruit juice - plastic cups presentation		£6.83	£387.09
05-Sep-15	Coffee & biscuits presentation event		£3.00	£384.09
18-Sep-15	Crocus bulbs		£17.90	£366.19
18-Sep-15	Daffodils and narcissus		£52.99	£313.20
18-Sep-15	Donation - Sandra Hair Saloon	£20.00		£333.20
03-Oct-15	Perennials		£10.00	£323.20
03-Oct-15	Crocus bulbs		£7.98	£315.22
03-Oct-15	Wallflowers		£5.00	£310.22
16-Oct-15	Donation - Sandy Carnival Committee	£75.00		£385.22
07-Oct-15	Gravel Jubilee Triangle		£28.80	£356.42
02-Nov-15	Markel UK Insurance - Public Liability		£90.10	£266.32
02-Nov-15	Xmas Lights Stall		£15.00	£251.32
09-Nov-15	Pots		£4.80	£246.52

✓ statement
✓ mkt stall

✓ Receipt

✓ Receipt

✓ Receipt

✓ Receipt

✓ Receipt

✓ Receipt

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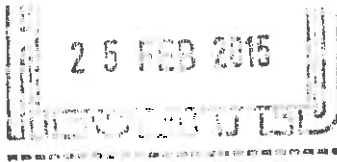
Handwritten signature and date: 19/11/2015

HENRI LEYLAND
35 BANKS DRIVE
SANDY
SQ19 1AE

02246 XUB2508A 800043 35800 7481 1413632011



MRS C A BAKER-SMITH
SANDY ENHANCEMENT GROUP
10 CAMBRIDGE ROAD
SANDY
BEDFORDSHIRE
SG19 1JE



SANDY ENHANCEMENT GROUP

Sort Code 20-74-81
Account No 93954013

SWIFTBIC BARCGB22
IBAN GB09 BARC 2074 8193 9540 13
Issued on 23 February 2015

Your Community Account

At a glance

21 Aug	Start Balance		547.60
21 Jan	Cheque issued Ref: 100017	72.60	475.00
20 Feb	Balance carried forward		475.00
	Total Payments/Receipts	72.60	0.00

Start balance	£547.60
Money out	£72.60
Commission charges	£0.00
Tax paid	£0.00
Money in	£0.00
Gross interest received	£0.00
Net interest received	£0.00
End balance	£475.00

If you notice any incorrect or unusual transactions, see the next page for how to get in touch with us.

002246 5120 XUB2508A 1413632011 1 of 2

Community Account Statement

BARCLAYS

Account name SANDY ENHANCEMENT GROUP
 Account number 93954013 Sort Code 20-74-81

Statement for 21 Feb - 20 Aug 2014

Statement sheet 16 (Issued on 21 Aug 2014)

Balance from 20 Feb 2014	597.60
Total payments - incl.	
commission charges	50.00
Commission charges	0.00
Total receipts - incl. interest	0.00
Gross interest received	0.00
Tax paid	0.00
Net interest received	0.00
Balance as at 20 Aug	547.60

01288 WUB2442A H00033 35800 7481 1450993011

MRS C A BAKER-SMITH
 SANDY ENHANCEMENT GROUP
 10 CAMBRIDGE ROAD
 SANDY
 BEDFORDSHIRE
 SG19 1JE



RECEIVED
 26 AUG 2014

IBAN GB09 BARC 2074 8193 9540 13
 SWIFTBIC BARCGB22

Transactions in date order

Date	Description		Payments	Receipts	Balance
	Balance brought forward				597.60
17 Jul	Cheque issued	100016	50.00		547.60
20 Aug	Balance carried forward				547.60
	Total Payments/Receipts		50.00	0.00	

Dispute Resolution

If you have a problem with your agreement, please try to resolve it with us in the first instance. If you are not happy with the way in which we handled your complaint or the result, you may be able to complain to the Financial Ombudsman Service. If you do not take up your problem with us first you will not be entitled to complain to the Ombudsman. We can provide details of how to contact the Ombudsman.

BARCLAYS Leicester LE87 2BB Tel 0345-717-1819

Barclays Bank PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register No: 122702).
 Registered in England. Registered No. 1026167. Registered Office: 1 Churchill Place, London E14 5HP.

Community Account Statement

BARCLAYS

Account name SANDY ENHANCEMENT GROUP
Account number 93954013 Sort Code 20-74-81

Statement for 21 Aug 2013 - 20 Feb 2014

Statement sheet 15 (issued on 21 Feb 2014)

Balance from 20 Aug 2013	597.60
Total payments - incl.	
commission charges	1,000.00
Commission charges	0.00
Total receipts - incl. interest	1,000.00
Gross interest received	0.00
Tax paid	0.00
Net interest received	0.00
Balance as at 20 Feb	597.60

04076 WUB2002A B00038 35800 7481 1488523011

MRS C A BAKER-SMITH
SANDY ENHANCEMENT GROUP
10 CAMBRIDGE ROAD
SANDY
BEDFORDSHIRE
SG19 1JE



RECEIVED
24 FEB 2014

IBAN GB09 BARC 2074 8193 9540 13
SWIFTBIC BARCGB22

Transactions in date order

Date	Description	Payments	Receipts	Balance
	Balance brought forward			597.60
25 Nov	Direct credit from Community Developme Ref:-Gifts 300 301 Batc		1,000.00	1,597.60
9 Jan	Cheque issued to Friends of Sandy 100015	1,000.00		597.60
20 Feb	Balance carried forward			597.60
	Total Payments/Receipts	1,000.00	1,000.00	

Dispute Resolution

If you have a problem with your agreement, please try to resolve it with us in the first instance. If you are not happy with the way in which we handled your complaint or the result, you may be able to complain to the Financial Ombudsman Service. If you do not take up your problem with us first you will not be entitled to complain to the Ombudsman. We can provide details of how to contact the Ombudsman.

BARCLAYS Leicester LE87 2BB Tel 0845 717 1819

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AGENDA ITEM 8

SANDY TOWN COUNCIL

COMMITTEE: Policy, Finance and Resources

DATE: 7 December 2015

AUTHOR: Town Clerk

SUBJECT: Jenkins Pavilion Alarm System

Background

As previously reported to Councillors, a Fire Risk Assessment of the Jenkins Pavilion carried out by their external auditor recommended that a fire and security alarm activation system should be installed within the Pavilion.

At present the alarm is not tied into a notification system, so when it goes off it does not automatically go through to anyone to trigger a callout/check. There has never been anything linked to STC offices.

Stevenage Leisure Ltd (SLL) who manage the facility have requested the Town Council consider agreeing to install an alarm or adapt the current one to allow the alarm to alert SLL or Millennium security who monitor the Council's other buildings alarm systems.

Members should note the pavilion has no phone line which limits our options.

Alarm companies advised there are two possible options;

- 1) Install a GSM Unit which uses a sim card to dial a programmed number if the alarm is activated (acts as a 'plug in' to the current alarm)
- 2) Install a Dualcom G2r product, which is monitored by a central station and requires a yearly monitoring fee.

Information

Upon discussion with the alarm providers and SLL Option One is considered the better option. Overall the system is less expensive to install and run. It also provides the choice of programming who receives the alert call, which can be changed as needed. This means that while SLL manage the pavilion they can monitor the alarm, however should this arrangement ever change the Council would simply need to reprogram the phone numbers in the unit.

GSM Equipment is fitted to the alarm control panel which will dial a telephone number programmed in the Automatic Dialling Equipment via a sim card. Resulting from activation of the alarm, the Automatic Dialling Equipment will communicate by text and/or voice messages up to 10 pre-determined landline or mobile phone numbers.

The unit can be programmed to send test calls so that a "Pay as you go" SIM card can be used without the risk of de-activation by the provider after a period of inactivity.

Quotes

Company A – Installation of Menvier GSM SD3 Auto dialler - £330 + VAT

Company B – Installation of Pyronix V2 GSM - £280 + VAT


Company C – Installation of Menvier GSM SD3 Auto dialler - £350 + VAT

Company C consider this to be too small a job to carry out as a one off and require a yearly contract to monitor the alarm. The quote is therefore not considered suitable for our needs.

Recommendation

That the Council agree Company A install a GSM unit which can be monitored by the SLL management. Although Company A is slightly more expensive they are already familiar with the alarm system which is installed at the pavilion and currently carryout alarm servicing for SLL.

Agenda item 9

 <p>Sandy Town Council</p> <p>Recreation Ground use by External Organisation Procedure</p>	<p>Date Agreed: Minute Number: Prepared by: Town Clerk Version: 2</p>
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Summary

The following procedure was drafted as a result of an increased number of requests from groups to hold boot camp sessions on the Council owned Bedford Road Play Park. The procedure is intended to cover all requests for regular or one off event use of Council owned areas, however particular reference is made to boot camps.

The policy was reviewed at a Community Services and Environment committee meeting held on 16th November 2015. It was agreed an amended document based on Members comments at the meeting would be brought to the Policy, Finance and Resources committee. The main amendment refers to charging for the use of facilities.

Procedure

- Boot camps will not be permitted on grassed areas during winter months due to concern over damage caused to grass. Boot camp applicants will be informed that a review of their requests will happen in spring, when the park may be able to accommodate more activity.
- The MUGA must be kept free for use by children during holidays and outside of school hours. Applicants will need to specify if they wish to use the MUGA and if so when and how long for.
- Applicants must follow the direction provided by ground staff for use of the land.
- A schedule of all regular events happening on Council owned land/facilities will be kept by the office to ensure there are no clashes and the facilities are not too busy for community use.
- Officers will actively promote other Council owned areas as alternative locations for applicant's activities.
- Applicants will be required to complete an application form detailing the type of event (e.g. boot camp) they wish to hold. Applicants must specify dates, times, expected number of people and activity type.

APPENDIX VII

- Copies of the application form will be available from the Council office or via the Town Council website.
- Applications are to be approved by the event working group in conjunction with the Town Clerk.
- From 1st April 2016 a charge of £10 per hour (or part of) will be introduced for the use of Council park land/facilities by businesses, groups or individuals that operate for profit.
- VAT will be due on single sessions; however this is exempt on a booking of a number of sessions.
- All applicants must supply relevant insurance details upon application