

Sandy Town Council

To: All Members of Sandy Town Council

You are hereby summoned to attend a meeting of Sandy Town Council which will be held at **The Jenkins Pavilion**, off Medusa Way, Sandy, Bedfordshire on **Monday 2 December 2013 at 7.45 pm**. The items of business to be transacted are specified below.



Delia Shephard, Town Clerk
10 Cambridge Road
Sandy SG19 1JE
01767 681491
25 November 2013

A G E N D A

- | | <u>Reports</u> |
|--|----------------|
| 1 Apologies for absence
To receive apologies for absence | x |
| 2 Declarations of interest and requests for dispensations
<i>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.)</i>
<i>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>
i) <i>Declarable Pecuniary Interests</i>
ii) <i>Personal Interests</i>
iii) <i>Requests for dispensations (must be notified to the Proper Officer in writing in advance of the meeting)</i> | X
X
X |
| 3 Minutes of Town Council meeting
To consider the minutes of a meeting of Sandy Town Council held at 7.30 pm on 21 October 2013 and to approve them as | x |

Sandy Town Council

a correct record of proceedings.

- 4 Public Open Session**
- 5 Police Matters**
To receive a report from PCSO Ann Jeeves on policing in Sandy x
- 6 Minutes of Committees and Sub-committees and recommendations**
To receive the minutes of the following committees and sub-committees and/or (if applicable) to approve recommendations therein:
- i) Development Scrutiny Committee on 4 November 2013 and 25 November 2013
 - ii) Community Services and Environment Committee on 4 November 2013
 - iii) Policy Finance and Resources Committee on 25 November 2013
- 7 Financial Matters**
- i) To note the list of payments approved for September 2013. ✓
 - ii) To consider a report of income and expenditure against budget for the financial year to date. ✓
 - iii) To consider financial support of Bedfordshire Police Partnership Trust ✓
 - iv) To consider purchasing ill-health liability insurance through Legal and General to mitigate the risk of making additional contributions to the LGPS Fund ✓
 - v) To consider the first draft of the budget and to make any recommendations to the Policy, Finance and Resources Committee prior to its meeting on Monday 6 January 2014. ✓
- 8 Land behind Lime Avenue/Ash Close**
To consider requests from two residents to acquire additional land at the back of Ash Close and to approve acquisition of a valuation of the land from the District Valuer Service ✓
- 9 Polling District Review**
To note correspondence from Central Bedfordshire Council on a Polling District Review to be undertaken over a 16 month period beginning on 21 October 2013 and to make arrangements for submitting Sandy Town Council views prior ✓

Sandy Town Council

to the deadline of 31 December 2013.

- 10 Councillor Surgeries**
To make arrangements for future councillor surgeries commencing in January 2014. ✓
- 11 Calendar of Meetings**
To consider a draft calendar of meetings for the year beginning 1 April 2014. ✓
- 12 Mayoral Communications**
To note the Mayor's engagements and any items for information ✓
- 13 Reports from Representatives**
- i) To receive report from the Ward Councillors of Central Bedfordshire Council x
 - ii) To receive reports from Town Council representatives on external bodies x
- 14 Staff Matters** ✓
- Members of the public and press are warned that under the Public Bodies (admission to Meetings) Act 1960 (as extended) they are likely to be excluded from the meeting for items of business on this agenda should the committee resolve that the item involves the likely disclosure of confidential personal information or information which is commercially sensitive as defined as exempt information in Part 1 of Schedule 12a of the Local Government Act 1972 (personal and confidential data).*
- i) To note two formal complaints (one from a member of staff and one from a member of the public) against a member of staff and to appoint panels to investigate the complaints and report back to council.
 - ii) To note the long term absence of a member of Sandy Town Council staff and to appoint a panel with delegated powers to consider a medical capability report and determine any appropriate action.
 - iii) To consider recommendations regarding a Staff Restructure of Sandy Town Council from the HR Advisory Group.

Sandy Town Council

Town Council Meeting Monday 2 December 2013

R E P O R T S

6 Minutes of Committees and Sub-committees and recommendations

To receive the minutes of the following committees and sub-committees and/or (if applicable) to approve recommendations therein:

- i) Development Scrutiny Committee on 4 November 2013 and 25 November 2013
- ii) Community Services and Environment Committee on 4 November 2013
- iii) Policy Finance and Resources Committee on 25 November 2013

Members are reminded to bring relevant papers to the meeting.

Sandy Town Council

7 Financial Matters

- i) List of payments approved for October 2013 attached
- ii) Summary report of income and expenditure against budget for the financial year to date attached
- iii) Letter from Bedfordshire Police Partnership Trust requesting financial assistance attached
- iv) Letter from the Bedford Borough Council attached which offers STC the opportunity to insure against additional payments for which STC may be liable in respect of an ill health early retirement together with a briefing note explaining the potential liability
- v) Revised first draft of the budget with amendments made at the meeting of the Policy, Finance and Resources Committee on 25.11.2013 attached. The Chairman of the meeting may wish to consider moving this item to the end of the agenda to follow the staff restructure proposal.

At : 17:13

Current Bank A/c

List of Payments made between 01/10/2013 and 31/10/2013

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/10/2013	Aviva	DD	1,626.93		Insurance
01/10/2013	Power Computing	DD	300.00		IT Support
07/10/2013	Central Bedfordshire Council	110728	21.00		Christmas Event Notice
07/10/2013	Debora King	110729	500.00		Project management fee
07/10/2013	Mr T Miles	110730	400.00		Grave digging
07/10/2013	Spaldings Ltd	110731	91.07		Consumables DSO
07/10/2013	Martin Howlett Trading Co	110732	47.70		Cleaning materials
07/10/2013	Walters Ltd	110733	711.49		Photocopying charges
07/10/2013	RSPB	110734	100.00	Meeting room tables	RSPB
07/10/2013	1st Response Fire Protection	110735	120.00		Maintenance of public toilets
07/10/2013	Anglian Water	110736	263.06		Water rates - Bowls Green
07/10/2013	Anglian Water	110736	211.64		Bedford Road Public Toilets
07/10/2013	Telefonica UIK Ltd	110737	30.00		Mobile charges
07/10/2013	Hertfordshire County Council	110738	324.21		Stationery and cleaning goods
07/10/2013	Bannoid Supplies & Services Ltd	110739	253.80		Top Dressing
07/10/2013	Mr R Miller	110740	15.00		Book - TIC
07/10/2013	Bibby Factors Manchester Ltd	110561	936.00		Xmas cards and calendars TIC
07/10/2013	Cycling Campaign for N Beds	110562	29.00		Maps etc TIC
07/10/2013	SHRUG	110563	15.28		Books TIC
07/10/2013	Mr J Whitehurst	110564	18.90		Travelling Expenses
07/10/2013	Mr A Jackson	110565	45.30		Travelling Expenses - Mayoral
07/10/2013	Mr P Newbury	110566	27.20		Travelling expenses
07/10/2013	VFM Products Ltd	110567	251.40		White marker paint
07/10/2013	1st Choice Staff Recruitment L	110568	179.22		Temporary staff wages
07/10/2013	George Browns	110569	240.00		Hire of equipment - Bowls
07/10/2013	F D Odell & Sons Ltd	110570	48.00		Skip empty
07/10/2013	Comtec-Services	110571	1,768.80		Hearing Loop system
07/10/2013	Sandy Town Council	110572	232.69		Petty Cash
09/10/2013	Central Bedfordshire Council	DD	2,945.00		Rates
09/10/2013	Central Bedfordshire Council	DD	1,063.00		Rates
09/10/2013	Central Bedfordshire Council	DD	959.00		Rates
09/10/2013	Central Bedfordshire Council	DD	6,712.00		Rates
09/10/2013	Central Bedfordshire Council	DD	1,132.00		Rates
09/10/2013	Central Bedfordshire Council	DD	111.00		Rates
11/10/2013	Southern Electric	DD	503.02		Street lights
11/10/2013	Southern Electric	DD	90.82		Stratford Road
14/10/2013	Sandy Town Council	110573	345.00		Mayor's Quiz Nite Catering
14/10/2013	TTM Consultancy Services Ltd	110574	660.00		Annual Service Agmnt - Barrier
14/10/2013	Spaldings Ltd	110575	27.82		DSO equipment - Bow Saw
14/10/2013	UK Fuels Ltd	110576	82.85		Vehicle Fuel
14/10/2013	Collier Turf Care Ltd	110577	236.36		Fertiliser etc
14/10/2013	Sheriff Amenity	110578	554.40		Cricket Club - Dumpy Bag
14/10/2013	Anglian Water	110579	70.02		Water rates - Bank's Pavilion
14/10/2013	A J & R Scambler & Sons Ltd	110580	87.52		Wheel Yoke - DSO
14/10/2013	Rosetta Publishing Ltd	110581	285.60		Bulletin costs
14/10/2013	First Capital Connect	110582	491.40		Train tickets - TIC

At : 17:13

Current Bank A/c

List of Payments made between 01/10/2013 and 31/10/2013

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
14/10/2013	Mrs D Shephard	110583	20.15		Travelling expenses
14/10/2013	Saffords Coaches Ltd	110584	915.60		Bus Tours - TIC
14/10/2013	Howardson Ltd	110586	271.50		Equipment - tines
14/10/2013	Howardson Ltd	110586	-271.50		Equipment - Tines
14/10/2013	Howardson Ltd	110585	271.50		Equipment - Tines
14/10/2013	Howardson Ltd	110586	590.10		Equipment - Tines
14/10/2013	1st Choice Staff Recruitment L	110587	457.32		Temporary staff wages
15/10/2013	Power Computing	DD	257.65		Phone
15/10/2013	eon	DD	177.08		Banks Pavilion
16/10/2013	Bedford Borough Council	DD	19,180.71		Wages
21/10/2013	Society of Local Council Clerk	110588	519.00		Membership Renewals
21/10/2013	Kempston Town Mayor's C/A	110589	15.00		Mayoral event
21/10/2013	St Ives Town Council	110590	36.00		Mayoral event
21/10/2013	npower	110591	58.75		Car Park Toilets Electricity
21/10/2013	UK Fuels Ltd	110592	64.68		DSO Fuel
21/10/2013	npower	110591	-58.75		Car Park Toilets electricity
21/10/2013	npower	110591	58.75		Car Park Toilets electricity
21/10/2013	1st Choice Staff Recruitment L	110593	457.32		Temporary Staff wages
21/10/2013	Combined Book Services	110594	59.99		British TV Location Guide TIC
21/10/2013	Anglian Water	110595	102.49		Water rates - Offices
21/10/2013	Anglian Water	110596	34.50		Water Rates Cemetery
21/10/2013	Lamps & Tubes Illuminations Lt	110597	1,392.00		Christmas Lights installation
21/10/2013	Colin Ross Workwear	110598	39.54		Safety Shoes
21/10/2013	Spaldings Ltd	110599	101.29		Consumables
21/10/2013	Wicksteed Leisure Ltd	110600	138.01		Wet Pour Repair Kit
21/10/2013	Hire or Buy Group Ltd	110601	35.00		Consumables
21/10/2013	Travis Perkins T/C Ltd	110602	146.54		Consumables
21/10/2013	Wicksteed Leisure Ltd	110603	255.72		Replacement equipment
21/10/2013	Power Computing	110701	-107.84		Spamfighter Licence fee
21/10/2013	LTSB Commercial Finance	11703	-354.60		Signs
21/10/2013	Lloyds Commercial Finance	11703	-354.60		Signs
28/10/2013	Glasdon UK Ltd	110604	1,313.32		Rubbish Bins - Fallowfield
28/10/2013	Proludic Ltd	110605	166.60		Play equipment spares
28/10/2013	Travis Perkins T/C Ltd	110606	37.74		Building maintenance Jenkins
28/10/2013	Wood Craft Shapes	110607	194.40		Wooden Stars for Xmas Lights
28/10/2013	1st Choice Staff Recruitment L	110608	410.98		Temporary Staff wages
28/10/2013	Mr M Gilbert	110609	120.00		Swimming - Lifeguard
28/10/2013	Anglian Water	110610	347.65		Water rates - Car Park Toilets
28/10/2013	Seddington Nursery	110611	72.00		Grass Seed
28/10/2013	Mr RT Miles	110612	800.00		Grave Digging
28/10/2013	The Poppy Appeal	110613	55.00		Civic Wreath
28/10/2013	Mrs S Sutton	110614	54.60		Travelling Expenses
28/10/2013	British Gas	DD	9.15		Electric - New Sports Pavilion
28/10/2013	Pitney Bowes	DD	50.22		Franking

Total Payments	53,305.06
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Summary Income & Expenditure by Budget Heading 31/10/2013

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	18,480	130,665	217,748	87,083		87,083	60.0 %
402 Administration-Office	Expenditure	7,959	51,288	74,094	22,806		22,806	69.2 %
	Income	5,530	454,153	443,601	10,552			102.4 %
403 Administration-Works	Expenditure	2,245	16,323	30,700	14,377		14,377	53.2 %
404 Allotments	Expenditure	0	273	500	227		227	54.5 %
405 Footway Lighting	Expenditure	422	4,407	9,555	5,148		5,148	46.1 %
406 Cemetery	Expenditure	2,298	7,380	9,580	2,200		2,200	77.0 %
	Income	3,687	16,959	17,653	-694			96.1 %
407 Churchyard	Expenditure	0	0	150	150		150	0.0 %
408 Car Park (Including Market)	Expenditure	6,823	14,619	17,098	2,479		2,479	85.5 %
	Income	280	3,132	2,550	582			122.8 %
409 Public Toilets - Car Park	Expenditure	1,638	3,849	4,299	450		450	89.5 %
500 Bedford Road Open Space	Expenditure	609	5,533	7,083	1,550		1,550	78.1 %
	Income	315	315	1,070	-755			29.5 %
501 Sund.Rd Open Space & Pavilion	Expenditure	1,164	8,209	35,720	27,511		27,511	23.0 %
	Income	0	-4,489	5,806	-10,295			-77.3 %
502 Beeston Green	Expenditure	0	40	1,000	960		960	4.0 %
503 The Pinnacle	Expenditure	0	0	3,700	3,700		3,700	0.0 %
504 Tourist Information Centre	Expenditure	4,401	19,302	34,980	15,678		15,678	55.2 %
	Income	1,171	7,440	12,325	-4,885			60.4 %
505 Grass Cutting	Expenditure	0	0	9,650	9,650		9,650	0.0 %
506 Litter Bins, Seats & Shelters	Expenditure	49	313	310	-3		-3	100.9 %
507 Annual Report & Newsletter	Expenditure	238	952	3,500	2,548		2,548	27.2 %
508 S.E.G.	Expenditure	50	284	1,276	992		992	22.3 %
	Income	0	121	0	121			0.0 %
509 Christmas Lights	Expenditure	1,843	1,863	15,433	13,570		13,570	12.1 %
	Income	610	1,620	4,000	-2,380			40.5 %
510 Fallowfield	Expenditure	1,237	1,800	3,000	1,200		1,200	60.0 %

Summary Income & Expenditure by Budget Heading 31/10/2013

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
600 The Riddy	Expenditure	0	64	6,413	6,349		6,349	1.0 %
	Income	0	956	1,474	-518			64.9 %
601 Miscellaneous (Incl Interest)	Expenditure	0	575	22,200	21,625		21,625	2.6 %
	Income	0	0	7,500	-7,500			0.0 %
700 Capital A/c	Expenditure	1,474	10,575	0	-10,575		-10,575	0.0 %
	Income	0	-4,760	0	-4,760			0.0 %
702 Reserve A/c	Expenditure	0	3,143	0	-3,143		-3,143	0.0 %
	Income	0	0	7	-7			0.0 %
<u>INCOME - EXPENDITURE TOTALS</u>								
	Expenditure	50,930	281,457	507,989	226,532	0	226,532	55.4 %
	Income	11,594	475,448	495,986	-20,538			95.9 %
	Net Expenditure over Income	39,336	-193,991	12,003	205,994			



RECEIVED
25 OCT 13

**Geoff Comb QPM
Trust Administrator**

Bedfordshire Police Partnership Trust
Police Headquarters, Woburn Road,
Kempston, Bedford, MK43 9AX

E-mail: geoff.comb@bedfordshire.pnn.police.uk

Ms Delia Shephard
Sandy Town Council
10 Cambridge Road
Sandy
Beds
SG19 1JE

10th October 2013

Dear Councillors,

BEDFORDSHIRE POLICE PARTNERSHIP TRUST - (Registered Charity 1064403)
Bobby Scheme – Financial Support

Last year I wrote to every Town and Parish Council across Bedfordshire to bring to their attention the work of the Bedfordshire Police Partnership Trust and in particular the valuable work of our “free home security service” The Bobby Scheme. I invited councils to consider making a financial contribution or joining as a “Partner” and was delighted with the positive response. 39 Town and Parish Councils made a direct donation to the charity with 19 councils joining as a “Partner” for a fee of £250 , the remaining councils making a financial donation.

During the last year we have -

- Received and dealt with 1166 referrals to our Bobby Scheme, where we have carried out security assessments and work on elderly and vulnerable people’s homes. Some of these individuals have suffered crimes or have been the victims of domestic violence and the free service we provide ensures they feel more secure in their homes.
- We have also carried out over 20 village “Home Security” surgeries across Bedfordshire raising the awareness of rural communities in safeguarding and protecting their homes. These surgeries were available to anyone to seek advice.

We again would seek your consideration of financial support in the coming year. Our annual membership “Partnership” fee is £250. I am acutely aware these are challenging financial times and any contribution would be greatly received in support of this unique and valuable service.

Can I thank you in anticipation of your continued support.

Yours faithfully

Geoff Comb QPM
Trust Administrator



REMITTANCE ADVICE

No:

Sandy Town Council

METHODS OF PAYMENT

1. **POST**

This slip must accompany all postal payments. Please make cheques payable to Bedfordshire Police Partnership Trust.

Post to: Geoff Comb, Bedfordshire Police Partnership Trust, Bedfordshire Police HQ,
Woburn Road, Kempston, Beds MK43 9AX

2. **CREDIT TRANSFER**

At any bank. Please use a credit form supplied by the bank. It is **ESSENTIAL** the following information be shown.

BANK SORT CODE 60-02-13

NATIONAL WESTMINSTER BANK PLC

ACCOUNT NO: 80910831



RECEIVED
25 NOV 2013

BEDFORD BOROUGH COUNCIL



70iv

Borough Charter granted in 1166

Chief Executive: Philip Simpkins

The Clerk
SANDY TOWN COUNCIL
1 Cambridge Road
Sandy

Bedfordshire
SG19 1JE

Your ref:
Our ref: BPF 2013 Ill Health
Contact: Geoff Reader
Direct Dial: 01234 228562
Fax: 01234 228125
Email: Geoff.reader@bedford.gov.uk
Web-Site: www.bedspensionfund.org
Date: 19th November 2013

Dear Colleague

Local Government Pension Scheme: Ill-health early retirement risks

As a participating employer within the Bedfordshire Pension Fund ("the Fund"), you will be aware that the Local Government Pension Scheme (the "LGPS") provides a valuable benefit for your employees. However, this requires you, as an employer, to meet any obligations to the Fund in respect of the pension costs for your employees.

Many employers are becoming increasingly aware of the risks of participating within the LGPS. One such risk causing concern is the cost associated with the ill-health early retirement of one (or more) of your employees.

The Fund monitors the costs of ill-health early retirements and reserves the right to request additional payments from employers where ill-health experience exceeds the Actuary's expectations. Where immediate payment is not requested there will be an increase in the contributions required following the next formal valuation of the Fund. This was featured in a session by the Actuary at the Annual General Meeting on 24 October 2013.

Attached is a briefing note from our Fund's Actuary Hymans Robertson discussing the risk and associated cost of an ill-health early retirement. The briefing note discusses the opportunity to purchase ill-health liability insurance (through Legal and General) to mitigate against this risk and provides details of the ill-health insurance solution.

To facilitate this decision Bedfordshire Pension Fund has obtained an ill-health insurance quote on behalf of the Fund's employers.

Trevor Roff, Director of Finance & Corporate Services
Borough Hall, Cauldwell Street, Bedford MK42 9AP

Telephone (01234) 267422 Fax (01234) 221219 DX 5600 Bedford
Text (01234) 221827 Web: www.bedford.gov.uk



Borough Charter granted in 1166

Chief Executive: Philip Simpkins

What will it cost?

The premium paid to Legal and General will be off-set against your contributions to the Fund. Therefore, there will be no increase in the contributions normally paid to the Fund for employers who decide to purchase the insurance.

The premium payable to Legal and General would be **£0.80 per £100 of your employee's salary roll.**

The above rate is based on a take-up rate via the individual employer choice route.

What to do next?

Please contact Ben McArthur at Hymans Robertson (020 7082 6257, health&risk@hymans.co.uk) if you wish to proceed with purchasing ill-health insurance. Hymans Robertson will inform the Fund on your behalf.

Yours sincerely

Geoff Reader
Head of Treasury & Pensions

briefing note

Ill Health Liability Insurance for the LGPS

June 2012

An Overview

What impact would the cost of an Ill Health Early Retirement (IHER) have on your business? Are you aware of the risks you are exposed to? Would you be able to cope with a bill of £150,000?

Ill Health Liability Insurance (IHLI) is an innovative policy, provided by Legal & General in association with Hymans Robertson. The policy seeks to minimise the impact of an IHER on participating employers of the LGPS. In a climate of volatile stock markets placing upward pressure on your contributions to the pension fund (the Fund) in which you participate, risk management is now a crucial part of running your business.

It is therefore important for your business to consider the risks associated with ill health retirements and the benefits of IHLI.

Background

Following the April 2008 scheme benefit changes, LGPS ill health retirement rules have resulted in a significant increase to the 'enhancement' of benefits for members who retire due to ill health. All Tier 1 and Tier 2 IHERs are subject to these 'enhancements'. Whilst there is no doubt that members will benefit from these changes, the additional costs have to be met by you, the employer, as part of your obligations to the Fund. The IHLI policy helps employers mitigate the risk of an ill health retirement impacting cash flow and solvency (owing to the requirement for immediate payment of the strain) or on your funding position (due to of the increased liability in the Fund resulting from the IHER).

The tiers of benefit are explained below:

Tier 1 – The active member of the scheme is expected to never return to work. They will receive their accrued pension plus 100% of their expected future service as an 'enhancement'.

Tier 2 – The active member of the scheme is expected to be unable to work for at least three years. They will receive their accrued pension plus 25% of their expected future service as an 'enhancement'.

Tier 3 - An active scheme member might be expected to return to work within 3 years - they will receive their accrued pension – but only for a limited period and with no 'enhancement'.

Many employers have expressed concern over the potentially catastrophic effect that just one IHER claim could have. This innovative insurance policy provided by Legal & General, in association with Hymans Robertson is specifically designed to protect both the employer (in respect of cash flow and solvency) and the Fund by ensuring the additional liability resulting from an IHER is offset by a lump sum payment.

Ill Health Liability Insurance – A Unique Policy

What is it?

IHLI is an insurance policy which covers all eligible LGPS members in the event of them being granted IHER.

Having the insurance policy in place means that Legal & General will pay valid claims (up to the maximum £4.5 million per person) to cover the value of the 'strain cost' for all Tier 1 and Tier 2 claims.

Below are details of a valid claim paid by Legal & General in October 2011.

Claimant Age	Salary	Service	Strain
50	£11,980	9 years	£128,588

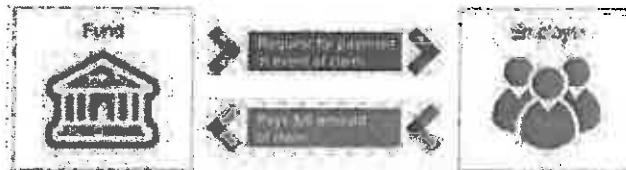
The benefit to this employer by having the insurance in place ultimately reduced the impact on their cash flow and solvency.

How does it work?

In simple terms, you, as an employer, would pay a premium to Legal & General, which is generally offset by a reduction in your contribution rate, subject to the agreement of the Administering Authority. In the event of an IHER claim, the insurance policy will contribute towards the 'strain' cost (subject to the terms of the policy) which the employer would then pay as a special contribution to the Fund.

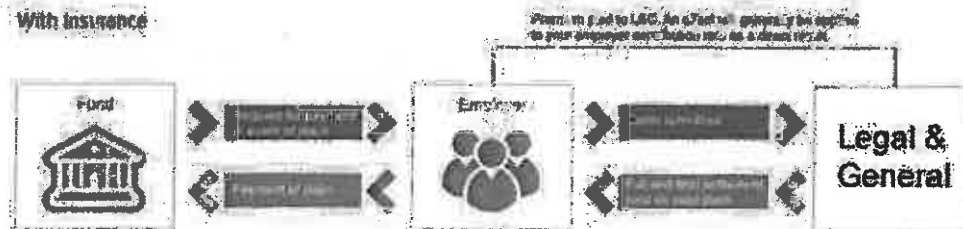
Detailed below is how the claim would be paid for an employer without IHLI.

Without insurance



In comparison, shown below is how the claim would be paid for an employer with IHLI.

With insurance



Ill Health Liability Insurance – A Unique Policy

Many groups of employers may consider IHLI to be beneficial in managing risk.

- For small employers, ill health retirements are rare but very costly relative to the size of their pension contributions.
- For closed employers with ageing membership, ill health retirements may be more likely and may derail their funding plan.
- For contractors, the costs associated with bad ill health retirement experience may result in the contract becoming unprofitable. Where contractors have passed this risk back to the Awarding Authority, the Awarding Authority may consider this insurance a necessary measure to avoid this risk. Similarly some contractors are unwilling to take on this risk, and ill-health insurance offers a way of meeting the needs of both the contractor and the Awarding Authority.
- For large employers it allows management of risk, to enable day to day operating and progress to continue without impact on cash flow.

How It benefits your employers

Detailed below are a number of advantages to taking IHLI:

1. **No increase in regular contributions** – By taking out this cover, you may receive a reduction in your employer contribution rate equal to the premium.
2. **Stabilised Contribution Rates** - As poor ill health experience will be covered by the policy, and be dealt with promptly, the impact on the funding position in the Fund is reduced, helping to maintain a stable contribution rate.
3. **Ensures Payment of Genuine Claims** – Legal & General will work alongside an employer's Occupational Health Advisor to ensure only valid claims are accepted.
4. **Multiple Claims Cover** – Insures against the cost of multiple claims.

Next Steps

If you would like further information regarding this innovative insurance policy, please contact Ben McArthur by telephone on 020 7082 6257, or by email Ben.McArthur@hymans.co.uk. Alternatively please email the Health and Risk team at Health&Risk@hymans.co.uk

This Briefing Note is general in nature and it does not provide a definitive analysis of the subject matter covered and may be subject to change. It is not specific to the circumstances of any particular employer or pension scheme. The information contained herein is not to be construed as advice and should not be considered a substitute for specific advice in relation to individual circumstances. Where the subject of this note refers to legal issues please note that Hymans Robertson is not legally qualified to give legal opinions therefore you may wish to obtain legal advice. Hymans Robertson accepts no liability for errors or omissions.

Any references to Hymans Robertson relates to all Hymans Robertson companies – Hymans Robertson LLP, Hymans Robertson Financial Services LLP and Club Vita LLP.

Note : First Draft Budget 2014/15v2 - Services and staff "as is" and no change to CT income

	2012/13			2013/14			2014/15			
	Budget	Actual		Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
401 Staff										
4101 Gross Salaries	106,073	102,411		107,134	0	0	107,134	60,087	103,000	104,000
4102 Gross Wages	74,509	77,644		75,254	0	0	75,254	49,927	86,300	74,000
4113 Employers NI	12,189	10,647		12,730	0	0	12,730	6,236	11,000	11,500
4114 Employers Pension Contrib.	21,000	20,717		21,630	0	0	21,630	13,799	24,300	26,000
4116 Miscellaneous Staff Costs	650	644		1,000	0	0	1,000	616	1,000	1,000
OverHead Expenditure	214,421	212,063		217,748	0	0	217,748	130,665	225,600	216,500
401 Net Expenditure	214,421	212,063		217,748	0	0	217,748	130,665	225,600	216,500
402 Administration-Office										
4203 General Rates	5,220	5,664		5,355	0	0	5,355	5,891	5,892	6,100
4204 Water Charges	320	401		360	0	0	360	270	360	400
4205 Electricity	1,400	1,247		1,440	0	0	1,440	1,924	3,600	4,000
4206 Gas	1,200	1,583		1,645	0	0	1,645	324	1,645	1,800
4207 Insurance (Excluding Vehicles)	16,500	18,171		19,673	0	0	19,673	11,977	20,600	21,600
4217 Office Maintenance/Security	3,200	3,608		3,430	0	0	3,430	1,839	3,430	3,500
4218 Cleaning Materials	820	1,169		1,200	0	0	1,200	821	1,200	1,250
4219 Telephone	1,800	3,145		2,600	0	0	2,600	1,864	3,200	3,200
4220 Print & Stationery etc	2,200	4,409		4,000	0	0	4,000	2,018	4,000	4,000
4221 Postage incl Members Delivery	1,300	1,136		1,000	0	0	1,000	849	1,600	1,600

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : First Draft Budget 2014/15v2 - Services and staff "as is" and no change to CT income

	2012/13		2013/14				2014/15		
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget		Actual YTD	Projected Actual
4223 Refreshments	150	219	150	0	0	150	99	200	200
4225 Equipment Maintenance/Purchase	4,105	3,676	2,000	0	0	2,000	1,111	3,000	3,000
4226 Audit & Accounts Fees	3,200	3,170	3,250	0	0	3,250	2,693	5,600	2,350
4227 Legal & Land Agents Costs	0	1,379	0	0	0	0	708	2,000	1,000
4228 Subscriptions	2,500	2,812	2,575	0	0	2,575	590	1,000	2,700
4229 Publications	400	85	300	0	0	300	150	300	300
4230 Mayors Allowance	1,900	1,267	1,900	0	0	1,900	1,165	1,900	1,900
4232 Members Conference Fees/Exp.	2,000	474	500	0	0	500	303	500	500
4233 Council Grants/Donations	3,500	3,485	1,500	0	0	1,500	1,281	1,500	1,500
4234 Photocopying	1,200	1,550	1,400	0	0	1,400	1,135	2,270	2,270
4235 Service Agreements	8,500	11,330	8,800	0	0	8,800	7,849	9,100	9,500
4236 Election Costs	1,000	6,090	2,000	0	0	2,000	4,418	4,418	4,000
4237 Training/Conferences Staff	3,500	3,128	3,000	0	1,000	4,000	734	4,000	3,500
4238 Miscellaneous Admin Costs	2,000	7,170	2,000	0	0	2,000	769	2,000	2,000
4239 Other pay (Mileage etc) Admin	1,000	0	500	0	0	500	389	500	500
4260 Contingency	4,876	7,269	5,000	0	-2,484	2,516	115	5,000	0
OverHead Expenditure	73,791	93,637	75,578	0	-1,484	74,094	51,288	88,815	82,670
7101 Precept	412,412	412,412	398,491	0	0	398,491	398,491	398,491	440,869
7102 Precept Support Grant	0	0	42,378	0	0	42,378	42,378	42,378	0
7201 Rent Received Etc	1,800	3,398	2,500	0	0	2,500	2,149	2,500	2,575

Note : First Draft Budget 2014/15v2 - Services and staff "as is" and no change to CT income

	<u>2012/13</u>		<u>2013/14</u>				<u>2014/15</u>		
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
7202 Photocopying Income	0	86	50	0	0	50	37	52	52
7204 Sale of Council Minutes	178	0	182	0	0	182	182	182	195
7205 Miscellaneous Income	0	383,242	0	0	0	0	10,916	7,000	0
Total Income	414,390	799,138	443,601	0	0	443,601	454,153	450,603	443,691
402 Net Expenditure	-340,599	-705,501	-368,023	0	-1,484	-369,507	-402,865	-361,788	-361,021
403 Administration-Works									
4303 General Rates	1,900	1,868	1,950	0	0	1,950	1,917	1,917	2,010
4304 Water Charges	300	9	300	0	0	300	38	300	310
4305 Electricity	700	873	1,200	0	0	1,200	273	370	750
4307 Vehicle Insurance & Licences	2,250	2,103	2,500	0	0	2,500	1,709	2,200	2,500
4309 Vehicle Maintenance	1,500	948	1,500	0	0	1,500	856	1,300	1,500
4337 Maintenance of Buildings	1,600	1,822	1,600	0	0	1,600	1,405	1,600	1,650
4338 Equipment Maintenance	4,000	4,229	4,000	0	0	4,000	1,699	4,000	4,000
4339 New Purchases	2,250	1,972	1,600	0	0	1,600	0	1,600	2,000
4340 Fuel	3,000	2,746	3,500	0	0	3,500	1,499	2,600	3,000
4341 Planting Contract Etc.	5,800	5,628	5,450	0	0	5,450	3,784	5,450	5,700
4342 Consumables & Small Tools	1,200	1,160	1,200	0	0	1,200	794	0	1,200
4343 Protective/Corporate Clothing	1,600	1,262	1,400	0	0	1,400	392	1,000	1,400
4344 Disposal of Rubbish	2,200	3,334	3,500	0	0	3,500	1,924	3,400	3,500

Note : First Draft Budget 2014/15v2 - Services and staff "as is" and no change to CT income

	2012/13		2013/14				2014/15		
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
4345 Health/Safety & Environmental	1,000	760	1,000	0	0	1,000	35	800	1,000
OverHead Expenditure	29,300	28,712	30,700	0	0	30,700	16,323	26,537	30,520
7211 Sale of Machinery	0	800	0	0	0	0	0	0	0
Total Income	0	800	0	0	0	0	0	0	0
403 Net Expenditure	29,300	27,912	30,700	0	0	30,700	16,323	26,537	30,520
404 Allotments									
4404 Allotment Water Charges	350	240	500	0	0	500	273	300	300
OverHead Expenditure	350	240	500	0	0	500	273	300	300
7216 Allotment Rents	1,000	283	0	0	0	0	0	0	0
Total Income	1,000	283	0	0	0	0	0	0	0
404 Net Expenditure	-650	-44	500	0	0	500	273	300	300
405 Footway Lighting									
4545 Energy Charges (Lighting)	5,750	4,112	5,750	0	0	5,750	2,802	5,750	5,750
4546 Lighting Maintenance	3,200	2,940	3,200	605	0	3,805	1,605	3,200	4,500
OverHead Expenditure	8,950	7,052	8,950	605	0	9,555	4,407	8,950	10,250
405 Net Expenditure	8,950	7,052	8,950	605	0	9,555	4,407	8,950	10,250

Note : First Draft Budget 2014/15v2 - Services and staff "as is" and no change to CT income

	2012/13		2013/14			2014/15			
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement		Revised Budget	Actual YTD	Projected Actual
406 Cemetery									
4603 Cemetery Rates	2,100	2,070	2,200	0	0	2,200	2,125	2,125	2,300
4604 Cemetery Water Charges	160	35	180	0	0	180	55	0	180
4650 Cemetery Maintenance	100	93	300	0	0	300	0	0	300
4651 Chapel Maintenance	500	92	500	0	0	500	0	0	1,000
4652 Cemetery Footpaths & Mtce	1,100	511	0	0	0	0	0	0	0
4654 Plants/Bulbs Etc.	200	184	200	0	0	200	0	200	200
4656 Grave Digging	6,200	5,685	6,200	0	0	6,200	5,200	6,200	6,200
OverHead Expenditure	10,360	8,670	9,580	0	0	9,580	7,380	8,525	10,180
7226 Burials/Memorials Income	16,000	17,227	17,600	0	0	17,600	16,933	19,000	20,000
7228 Interest on Investment	53	26	53	0	0	53	26	26	26
Total Income	16,053	17,253	17,653	0	0	17,653	16,959	19,026	20,026
406 Net Expenditure	-5,693	-8,583	-8,073	0	0	-8,073	-9,579	-10,501	-9,846
407 Churchyard									
4756 Churchyard Maintenance	0	0	0	0	0	0	0	0	300
4757 Churchyard Paths & Walls	0	0	0	0	0	0	0	0	300
4758 Churchyard Plants	150	0	150	0	0	150	0	150	150
OverHead Expenditure	150	0	150	0	0	150	0	150	750
407 Net Expenditure	150	0	150	0	0	150	0	150	750

Note : First Draft Budget 2014/15v2 - Services and staff "as is" and no change to CT income

	2012/13		2013/14				Projected Actual	Next Year Budget
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget		
408 Car Park (Including Market)								
4803 Car Park Rates	14,400	13,053	14,400	0	0	14,400	13,424	14,200
4808 Loan Repayments	608	608	608	0	0	608	608	608
4844 Market waste collections	225	563	0	0	0	0	0	0
4860 Car Park Maintenance	840	1,154	840	0	0	840	840	850
4862 Car Park (Market) Rates	1,200	1,080	1,250	0	0	1,250	1,110	1,170
OverHead Expenditure	17,273	16,459	17,098	0	0	17,098	15,982	16,828
7236 Friday Market Fees	2,800	2,802	1,800	0	0	1,800	3,000	3,000
7237 Saturday Market Fees	400	416	450	0	0	450	300	300
7238 Other Income Car Park	300	250	300	0	0	300	200	200
Total Income	3,500	3,468	2,550	0	0	2,550	3,500	3,500
408 Net Expenditure	13,773	12,991	14,548	0	0	14,548	12,482	13,328
409 Public Toilets - Car Park								
4903 General Rates	2,100	2,205	2,264	0	0	2,264	2,400	2,400
4904 AWA Charges	525	1,371	1,200	0	0	1,200	1,200	1,400
4905 Electricity	220	391	320	0	0	320	250	380
4964 Maintenance	500	436	515	0	0	515	515	550
OverHead Expenditure	3,345	4,403	4,299	0	0	4,299	4,365	4,730
Total Income	0	0	0	0	0	0	0	0
409 Net Expenditure	3,345	4,403	4,299	0	0	4,299	4,365	4,730

Budget Detail - By Centre

Note : First Draft Budget 2014/15v2 - Services and staff "as is" and no change to CT income

	2012/13		2013/14				2014/15		
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget		Actual YTD	Projected Actual
500	Bedford Road Open Space								
5004	Water Charges	570	769	620	0	620	1,037	1,037	1,100
5005	Electricity	1,000	596	1,224	404	0	1,628	375	750
5063	Bedford Rd Pavilion Maintenanc	0	0	0	0	0	0	0	500
5064	Maintenance Public Convenience	525	55	525	0	0	525	166	300
5066	Maintenance Play Area	4,000	2,975	4,000	0	0	4,000	1,650	4,000
5067	General Maintenance	300	0	310	0	0	310	2,680	320
	OverHead Expenditure	6,395	4,395	6,679	404	0	7,083	5,533	6,970
7241	Sandy FC Rent	800	425	800	0	0	800	0	450
7242	Ice cream rent	269	314	270	0	0	270	315	330
7244	Miscellaneous income	0	464	0	0	0	0	0	0
	Total Income	1,069	1,202	1,070	0	0	1,070	315	780
	500 Net Expenditure	5,326	3,192	5,609	404	0	6,013	5,218	6,190
501	Sund.Rd Open Space & Pavilion								
5103	General Rates	4,725	0	0	0	0	0	0	0
5104	Water Charges	2,200	1,114	2,000	0	0	2,000	452	1,000
5105	Electricity	2,000	1,573	2,000	0	0	2,000	1,056	0
5106	Pavilion Gas	3,000	4,056	3,100	0	0	3,100	1,721	0

Budget Detail - By Centre

Note: (-) Net Expenditure means Income is greater than Expenditure

Note : First Draft Budget 2014/15v2 - Services and staff "as is" and no change to CT Income

	2012/13		2013/14				2014/15		
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget		Actual YTD	Projected Actual
5166 Management Fee	0	19,500	19,500	0	0	19,500	0	19,500	15,000
5167 Building Maintenance	8,000	1,836	1,000	0	0	1,000	236	1,000	1,000
5168 Play Area Maintenance	3,050	5,783	3,200	0	0	3,200	1,545	3,200	3,200
5171 Bowling Green	2,767	2,486	2,850	0	0	2,850	1,694	2,850	2,950
5172 Cricket Square	2,000	1,907	2,070	0	0	2,070	1,505	2,070	2,140
5173 Fertiliser	400	0	0	0	0	0	0	0	0
OverHead Expenditure	28,142	38,254	35,720	0	0	35,720	8,209	35,060	25,290
7251 Pitch Rental	0	86	0	0	0	0	564	0	0
7252 Pavilion Rental	2,100	6,027	5,000	0	0	5,000	-6,000	4,000	0
7253 Bowls Club Rental	368	368	378	0	0	378	378	378	389
7255 Cricket Club Rental	247	0	253	0	0	253	0	253	260
7256 Scouts ,ACF and SSLA	155	175	175	0	0	175	169	169	170
7260 Misc Sunderland Road	0	0	0	0	0	0	400	150	0
Total Income	2,870	6,656	5,806	0	0	5,806	-4,489	4,950	819
501 Net Expenditure	25,272	31,599	29,914	0	0	29,914	12,698	30,110	24,471
502 Beeston Green									
5273 General Maintenance	500	281	1,000	0	0	1,000	40	650	1,000
5274 Miscellaneous Beeston Green	0	0	0	0	0	0	0	0	1,000
OverHead Expenditure	500	281	1,000	0	0	1,000	40	650	2,000
502 Net Expenditure	500	281	1,000	0	0	1,000	40	650	2,000

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	2012/13		2013/14				2014/15		
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
503 The Pinnacle									
5375 Pinnacle Maintenance	3,650	3,000	3,700	0	0	3,700	0	3,700	3,700
OverHead Expenditure	3,650	3,000	3,700	0	0	3,700	0	3,700	3,700
503 Net Expenditure	3,650	3,000	3,700	0	0	3,700	0	3,700	3,700
504 Tourist Information Centre									
5401 Staff Costs Salaries	27,000	24,269	25,500	0	0	25,500	14,846	25,450	25,750
5402 Staff Uniforms	250	248	200	0	0	200	0	100	200
5405 Services	660	37	0	0	0	0	50	0	0
5419 Communications	262	119	270	0	0	270	62	150	270
5420 Printing & Stationery	1,200	1,287	1,235	0	0	1,235	316	500	1,235
5421 Postage	200	105	175	0	0	175	0	0	0
5422 Petty Cash	100	78	0	0	0	0	0	0	0
5424 Ticket Sales/Merchandise	13,500	9,460	7,500	0	0	7,500	4,027	6,500	5,550
5425 Stock Movement	0	737	0	0	0	0	0	0	0
5428 Membership Fees	100	0	100	0	0	100	0	50	100
5430 Transfer Costs (Contingency)	0	71	0	0	0	0	0	0	0
OverHead Expenditure	43,272	36,413	34,980	0	0	34,980	19,302	32,750	33,105
7402 Sales	21,000	11,413	12,325	0	0	12,325	7,440	11,700	12,000
Total Income	21,000	11,413	12,325	0	0	12,325	7,440	11,700	12,000
504 Net Expenditure	22,272	25,000	22,655	0	0	22,655	11,862	21,050	21,105

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	2012/13		2013/14				Projected Actual	2014/15 Next Year Budget
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget		
505 <u>Grass Cutting</u>								
5584 Grass Cutting	5,250	3,749	9,650	0	0	9,650	0	10,000
OverHead Expenditure	5,250	3,749	9,650	0	0	9,650	0	10,000
Total Income	0	0	0	0	0	0	0	0
505 Net Expenditure	5,250	3,749	9,650	0	0	9,650	0	10,000
506 <u>Litter Bins, Seats & Shelters</u>								
5680 Maintenance Street Furniture	300	508	310	0	0	310	313	500
OverHead Expenditure	300	508	310	0	0	310	313	500
Total Income	0	0	0	0	0	0	0	0
506 Net Expenditure	300	508	310	0	0	310	313	500
507 <u>Annual Report & Newsletter</u>								
5785 Printing Costs	4,000	2,618	3,500	0	0	3,500	952	3,500
OverHead Expenditure	4,000	2,618	3,500	0	0	3,500	952	3,500
7291 Annual Report Advertising	1,500	0	0	0	0	0	0	0
Total Income	1,500	0	0	0	0	0	0	0
507 Net Expenditure	2,500	2,618	3,500	0	0	3,500	952	3,500

Budget Detail - By Centre

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	2012/13		2013/14				2014/15		
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget		Actual YTD	Projected Actual
508 S.E.G.									
5886 Council Contribution (SEG)	1,000	224	500	776	0	1,276	284	500	500
OverHead Expenditure	1,000	224	500	776	0	1,276	284	500	500
7296 SEG Sponsorships	0	0	0	0	0	0	121	121	0
Total Income	0	0	0	0	0	0	121	121	0
508 Net Expenditure	1,000	224	500	776	0	1,276	163	379	500
509 Christmas Lights									
5987 Christmas Illuminations	9,000	8,483	8,949	0	1,484	10,433	1,160	10,433	11,000
5988 Community Christmas Event	0	0	5,000	0	0	5,000	703	5,000	5,000
OverHead Expenditure	9,000	8,483	13,949	0	1,484	15,433	1,863	15,433	16,000
7365 Christmas Lights	2,000	3,627	4,000	0	0	4,000	1,620	4,000	3,000
Total Income	2,000	3,627	4,000	0	0	4,000	1,620	4,000	3,000
509 Net Expenditure	7,000	4,857	9,949	0	1,484	11,433	243	11,433	13,000
510 Fallowfield									
5175 Maintenance	0	770	3,000	0	0	3,000	1,800	3,000	3,000
OverHead Expenditure	0	770	3,000	0	0	3,000	1,800	3,000	3,000
510 Net Expenditure	0	770	3,000	0	0	3,000	1,800	3,000	3,000

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	2012/13		2013/14				2014/15		
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget		Actual YTD	Projected Actual
600 The Riddy									
6001 Drainage Costs	50	38	50	0	0	50	39	39	50
6002 Riddy Maintenance	500	25	500	0	0	500	25	500	500
6003 Riddy Management Fee	6,165	5,665	5,863	0	0	5,863	0	5,863	6,040
OverHead Expenditure	6,715	5,728	6,413	0	0	6,413	64	6,402	6,590
7306 Countryside Stewardship Grant	1,300	1,712	1,000	0	0	1,000	479	958	1,000
7307 Angling Licence Rent	462	462	474	0	0	474	477	477	475
Total Income	1,762	2,174	1,474	0	0	1,474	956	1,435	1,475
600 Net Expenditure	4,953	3,555	4,939	0	0	4,939	-892	4,967	5,115
601 Miscellaneous (Incl Interest)									
6177 Parish Clock	190	195	200	0	0	200	0	200	200
6178 Village Hall Loan	0	2,500	0	0	0	0	0	0	0
6184 CCTV Fees	21,420	20,114	22,000	0	0	22,000	575	24,000	25,000
6185 Asset Valuation	0	0	0	0	0	0	0	0	500
OverHead Expenditure	21,610	22,809	22,200	0	0	22,200	575	24,200	25,700
7319 Interest Precept A.c	60	41	4,500	0	0	4,500	0	1,000	2,000
7320 Interest Santander Ac	3,165	3,769	3,000	0	0	3,000	0	4,122	3,500

Budget Detail - By Centre
Note : First Draft Budget 2014/15v2 - Services and staff "as is" and no change to CT income

	2012/13		2013/14				Projected Actual	Next Year Budget
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget		
7321 Interest Barclays Active Saver	0	203	0	0	0	0	0	0
7351 Miscellaneous	12,300	792	0	0	0	0	0	0
Total Income	15,525	4,806	7,500	0	0	7,500	0	5,322
601 Net Expenditure	6,085	18,004	14,700	0	0	14,700	575	18,878
700 Capital A/c								
6188 Capital a/c Expenditure	30,210	32,426	0	0	0	0	2,244	0
6191 S106 Expenditure	0	1,681	0	0	0	0	6,857	0
6501 CAP - Hearing Loop System	0	0	0	0	0	0	1,474	0
OverHead Expenditure	30,210	34,107	0	0	0	0	10,575	0
7364 S106 Money Received	0	9,426	0	0	0	0	-4,760	0
Total Income	0	9,426	0	0	0	0	-4,760	0
700 Net Expenditure	30,210	24,681	0	0	0	0	15,335	0
702 Reserve A/c								
6189 Reserve Fund	0	4,417	0	0	0	0	3,143	-15,000
OverHead Expenditure	0	4,417	0	0	0	0	3,143	-15,000
7363 Reserve fund income	0	0	7	0	0	7	0	0
Total Income	0	0	7	0	0	7	0	0
702 Net Expenditure	0	4,417	-7	0	0	-7	3,143	-15,000

Note : First Draft Budget 2014/15v2 - Services and staff "as is" and no change to CT income

	<u>2012/13</u>		<u>2013/14</u>				<u>2014/15</u>		
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Projected Actual	Next Year Budget
Total Budget Expenditure	517,984	536,994	506,204	1,785	0	507,989	281,457	519,774	494,583
Income	480,669	860,245	495,986	0	0	495,986	475,448	501,422	490,791
Net Expenditure	37,315	-323,251	10,218	1,785	0	12,003	-193,991	18,352	3,793

Sandy Town Council

**8 Land behind Lime Avenue/Ash Close
Clerk's Report**

Members will recall that previously Council has considered disposing of land at the back of houses in Lime Avenue and Ash Close. There are currently three sets of residents who wish to acquire additional land for their gardens. On 17 June 2013 Town Council resolved to approve a recommendation made by the Community Services and Environment Committee at a meeting on 20 June 2013 to obtain a valuation for land behind 1,3,5,7 Lime Avenue and 1-5 Ash Close from the District Valuer. The Town Clerk noted that a quotation for the valuation would be obtained in the first instance and this is now attached.

Members are asked to consider whether it wishes to proceed with the valuation and what steps are to be taken when the valuation is obtained.

Valuation Office Agency
3rd Floor, Churchgate
New Road
Peterborough
PE1 1TT

Mr J Whitehurst
Deputy Town Clerk
Sany Town Council
10 Cambridge Road
Sandy
Beds
SG19 1JE

Our Reference : GB
Your Reference : JW

Please ask for: Gary Bradbury
Tel : 03000 507082
Fax : 03000 507104
E Mail : gary.d.bradbury@voa.gsi.gov.uk

Date : 22nd November 2013

Dear Sir

QUOTATION FOR MARKET VALUATION
LAND TO THE REAR OF LIME AVENUE AND ASH CLOSE, BEESTON, BEDS

I refer to your recent email and to the telephone conversations between yourself and Mr Bradbury of this office in respect of the above.

I understand that you require a quote as to the fees that would be charged by District Valuer Services in connection with providing a Market Valuation of above property.

As per your request I am now able to provide you with a quotation. I understand that you are content for us to provide your Council with a letter providing an indication of the Market Value of the subject land and I have therefore considered our quote on this basis.

I am able to advise that if your instruction is undertaken alongside our other work and we provide a valuation based on a desktop appraisal along with our regards and a letter is forwarded to you in approximate 3/4 weeks of DVS receiving your instruction the fee would be £250 plus VAT. If your Council would prefer that the land is inspected then I am able to advise that our fee will be £500 plus VAT.

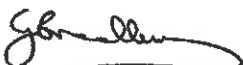
I can confirm that the above fee quotes are inclusive of all disbursements and travel costs.

For your information the valuation will be undertaken by Mr Gary Bradbury MRICS who is located in our Peterborough Office.

I can confirm that District Valuer Services does not have any commercial interest in the subject property.

I look forward to hearing from you in due course; if I can be of any further assistance please do not hesitate to contact Mr Bradbury on the above telephone number.

Yours faithfully



Gary Bradbury MRICS
RICS Registered Valuer
Senior Surveyor

pp District Valuer Services

Sandy Town Council

9 Polling District Review

Correspondence from Central Bedfordshire Council on a Polling District Review is attached together with review document for Sandy Ward. Members are asked to note that the only issues to be considered in the review are

- Polling district boundaries within each ward
- Location of polling station in each polling district
- Access to each polling station
- Buildings that might be considered for use as polling stations

Any comments on other matters will not be taken into account as part of the review and this includes ward and parish boundaries.

Submissions must be made by 31 December 2013.

To Clerks of all Parish Councils and
Parish Meetings in Central Bedfordshire



Central
Bedfordshire

RECEIVED
28 OCT 2013

Fax no:
Your ref:
Our ref: BD/PD.PP Rev
Date: 21 October 2013

Dear Sir/Madam

Polling District Review

To comply with the Electoral Registration and Administration Act 2013 the Council is required to complete and carry out a review of Polling Districts and Polling Stations in a 16 month period beginning 1 October 2013. Our review formally started on Monday 21 October.

Your Council is invited to contribute to this review by sending us any observations it wishes to make for the Council to take into consideration.

Although the review is of polling districts and polling places it is accepted that polling stations are inexorably linked to the review and comments are invited for those stations currently used and/or any suggested alternatives ensuring that:

- Electors have such reasonable facilities for voting as are practicable in the circumstances, and
- As far as is reasonable and practicable, that polling places are accessible to all electors, including those who are disabled, and when designating a polling place, have regard to the accessibility needs of disabled persons.

I enclose two copies of the documentation relating to your Council in connection with the review. These details, along with all other wards, can also be found on the council's website at www.centralbedfordshire.gov.uk/council-and-democracy/elections/default.aspx where you will also be able to submit an electronic response.

If your Council wishes to make a written response rather than an electronic one, please use the form enclosed with this letter.

If you choose to contribute and comment on the existing arrangements or wish to propose alternative arrangements you will need to do so in writing by Friday 31 December to the Council at the following address:

Democratic Services
(Polling District Review)
Priory House
Monks Walk
Chicksands
Beds SG17 5TQ

Once the process has been concluded the final proposals will be considered by Council in March 2014 with any amendments implemented onto the Register of Electors by the Electoral Registration Officer on 1 December 2014, the annual publication date.

Please note that any observations made will form part of the public consultation and will be formally published along with all representations received. Personal data e.g. your name and address will be excluded from the review conclusion made available to the public.

Please do not hesitate to contact the Democratic Services team on 03003004231 if you have any questions.

Yours sincerely



Brian Dunleavy
Democratic Services Manager

Central Bedfordshire Council
Priory House
Monks Walk
Chicksands
Beds SG17 5TQ



Polling Districts and Polling Places Review



Central Bedfordshire Council is asking local residents and stakeholders to comment to on where they think changes are required to existing polling district boundaries and polling places and, where possible, to suggest alternative proposals.

Documents setting out existing arrangements can be found on the Council's website www.centralbedfordshire.gov.uk/consultations Please read these documents before completing this questionnaire.

Q1 Are you responding as a (please tick one option only):

- | | |
|--|--|
| <input type="radio"/> Resident of Central Bedfordshire | <input type="radio"/> Political party |
| <input type="radio"/> Central Bedfordshire Councillor | <input type="radio"/> Town or Parish Council |
| <input type="radio"/> MP or MEP | <input type="radio"/> Other (please write in below): |

Q2 What is the name of your organisation? _____

Q3 What is your name? _____

Q4 Do you have any comments to make about the existing polling district boundaries and/or polling places? Please ensure you make it clear which polling district or polling place your comments relate to.

Q5 Do you have any alternatives to suggest?

Q6 Please enter the date you completed this form: _____

Thank you for your views.

Please send your completed questionnaire by 31st December 2013 to:

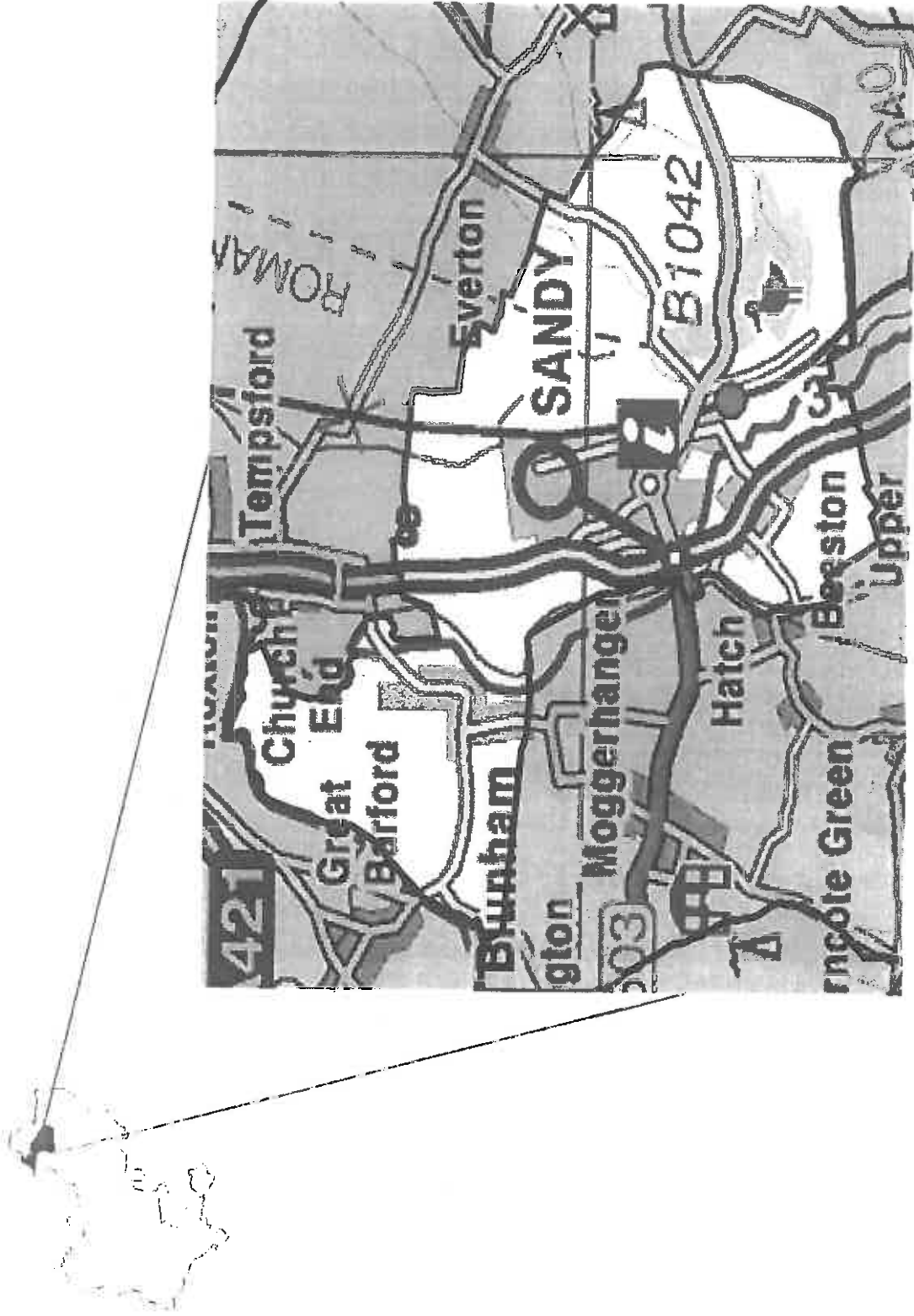
**Freepost RSJS GBB2 SRZT (you don't need a stamp)
Polling Review
Central Bedfordshire Council
Priory House
Monks Walk
Chicksands
Shefford
SG17 5TQ**

Data Protection Act 1998

Please note that your personal details supplied on this form will be held and/or computerised by Central Bedfordshire Council for the purpose of the Polling districts and stations consultation. The information collected may be disclosed to officers and members of the Council and its' partners involved in this consultation. Summarised information from the forms may be published, but no individual details will be disclosed under these circumstances. Your personal details will be safeguarded and will not be divulged to any other individuals or organisations for any other purposes.

Review of Polling Districts, Polling Places and Polling Stations 2013

Sandy Ward



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Review of Polling Districts, Polling Places and Polling Stations 2013

Introduction

Under the Representation of the People Act 1983, local authorities are required to divide their area into polling districts, to designate polling places for those polling districts and to keep their electoral, arrangements under review.

The Electoral Administration Act 2006 (EAA 2006) introduced a duty on all councils to review their UK parliamentary polling districts and polling places at least once every 4 years. However the Electoral Registration and Administration Act 2013 changed this arrangement and Councils are now required to complete and carry out a review in a 16 month period beginning 1 October 2013. The review will be completed in time for the next Parliamentary elections in May 2015 and thereafter a review will be required to be completed every fifth year to coincide with Parliamentary elections.

Each polling district must offer reasonable facilities for voting for all its electors as far as reasonably practicable in the circumstances.

Aim of the review

In conducting this review, the Council must seek to ensure that

- All electors in the constituency have such reasonable facilities for voting as are practicable in the circumstances;
- Polling places are accessible to all electoral and all sections of the community; and
- When considering or reviewing the designation of a polling place, have regard to the accessibility needs of disabled voters.

What is being reviewed?

- The polling district boundaries within each ward of the Council
- The location of the polling station in each polling district
- The access to each polling station
- Buildings that might be considered for use as polling stations

What cannot be reviewed at this time?

- The ward boundaries
- The parish boundaries

- The parliamentary constituency boundaries

Who will be consulted?

- Residents of Central Bedfordshire Council
- Local Councillors
- Town and Parish Councils
- The Returning Officer, Central Bedfordshire Council
- Acting Returning Officer, North East Bedfordshire Constituency
- Acting Returning Officer, Luton (South) Constituency
- South West Bedfordshire, North East Bedfordshire, Mid Bedfordshire and Luton (South) Constituency Political Parties
- Voluntary Groups
- Community Groups
- Individuals and organisations with expertise on access issues

What happens next?

Public consultation period – stakeholders and interested groups	21 October – 31 December 2013
Deadline for submission of representations	31 December 2013
Publication of Returning Officer's provisional recommendations	10 January 2014
Report on provisional recommendations to GP Committee	13 March 2014
Report on provisional recommendations to full Council	1 May 2014
Publication of final report	15 May 2014
Publication of revised Register of Electors	1 December 2014

Glossary of Terms

Parliamentary constituencies: it is important to note that these cannot be changed by this review. The subject of the review is the division of these constituencies into polling districts and places. The Central Bedfordshire Council area is covered by four constituencies:

- Mid Bedfordshire
- North East Bedfordshire
- South West Bedfordshire
- Luton (South)

The Sandy Ward lies within the North East Bedfordshire constituency.

Polling district: is the area created by the division of a constituency or ward. Within this area, a polling station must be determined, which is convenient to electors registered in that area. Each Parliamentary constituency and every local government ward is divided into one or more polling districts. Wherever possible the polling districts for local government elections mirror that agreed for parliamentary elections.

Polling place: is the building or area selected by the Council in which a polling station is located within a particular polling district. There is no legal definition of what a polling place is and therefore the area could be defined as tightly as a particular building or as widely as the entire polling district or parish;

Polling station: is the room or building where the poll takes place. This is chosen by the Returning Officer and must be located within the polling place designated for the particular polling district. There can be more than one polling station in a polling place. When deciding which buildings to use as polling stations, the Returning Officer tries to ensure that they are located as conveniently as possible for the majority of electors and that they are accessible to everyone, particularly anyone with a disability. Thought must be given, for example, to the distance people have to travel to vote and any barriers to them getting there, such as major roads or rivers.

Guidance on Submission of Representations and Suggestions

This document is designed to help the electorate in making informed representations and suggestions to the Returning Officer about the allocation of polling places in the Central Bedfordshire Council area.

Copies of the document are available for inspection in the following locations:

- Reception Desk, Council Offices, Priory House, Chicksands SG17 5TQ
- Reception Desk, Council Offices, Watling House, Dunstable LU6 1LF
- Electoral Services Office, Council Offices, Priory House (Ground Floor), Chicksands SG17 5TQ
- <http://www.centralbedfordshire.gov.uk/council-and-democracy/elections/default.aspx>

Larger scale maps can also be inspected at the Electoral Services Office (address and contact details below)

Through the post:

The Returning Officer
c/o Electoral Services Office (Ground Floor)
Council Offices
Priory House
Monks Walk
Chicksands SG17 5TQ

Email:

electoral.registration@centralbedfordshire.gov.uk

For more information the Electoral Services Office can be contacted by telephone on 0300300 8008

What makes a suitable polling place?

It is important to consider what factors define a good polling place when submitting representations and/or suggestions. It is important that alternative premises are identified when suggesting a change in polling place.

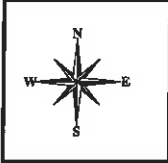
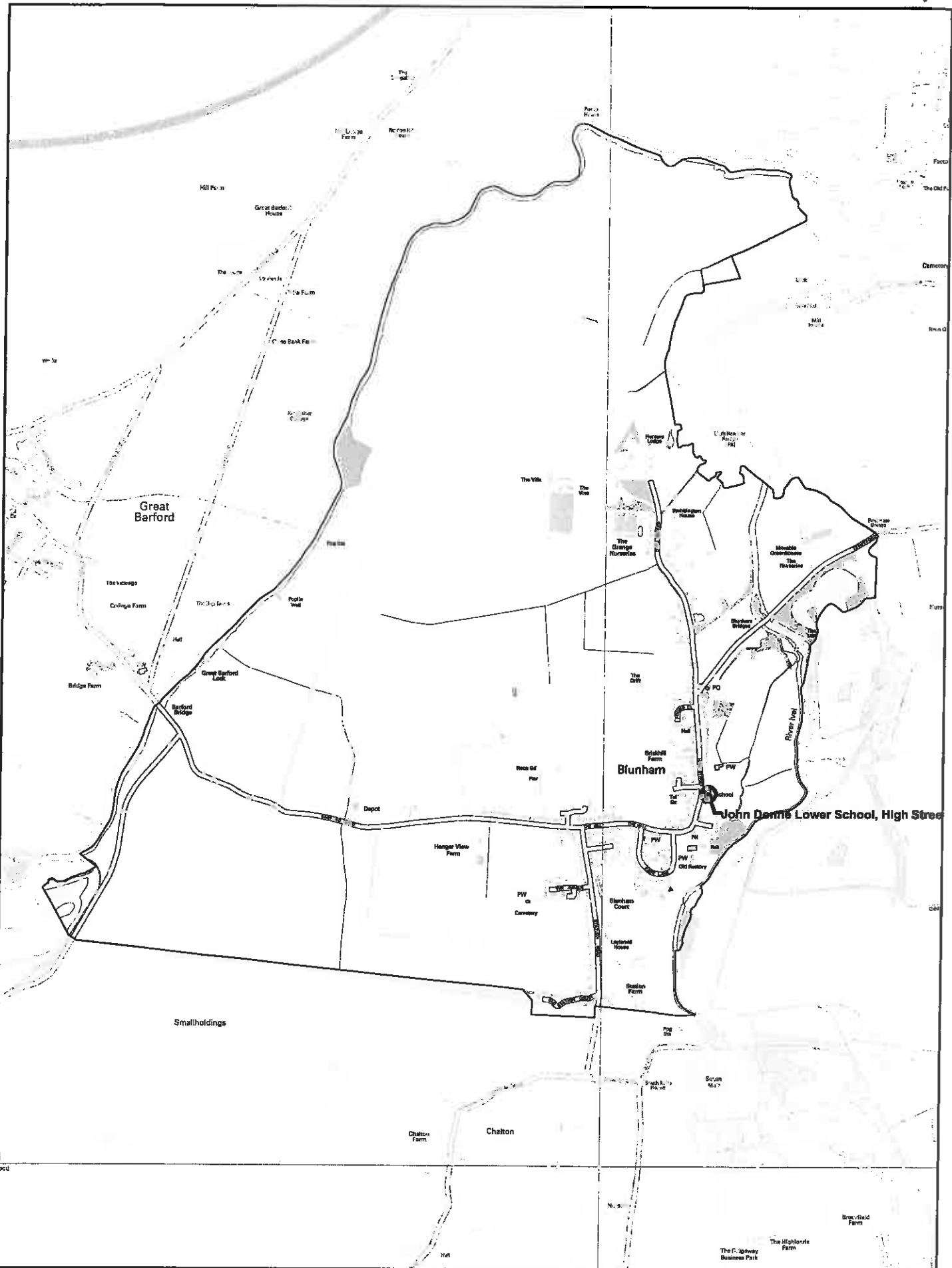
A polling place should have, as a minimum, the following characteristics:

- Wherever possible, it should be relatively central to the location of electors in the polling district.
- Accessibility for all electors, including those with disabilities. The majority of the existing stations have been assessed for Disability Discrimination Act (DDA) compliance. For those stations where a DDA survey is not available, further information will be sought as part of this review
- Adequate, safe parking for the size of the electorate. The car park, and area around the station, should be well lit, as the station is open until 10.00pm.
- Facilities for polling station staff, e.g. toilets, kitchen or coffee & tea making facilities, heating/cooling systems, comfortable adult-sized chairs and tables.

- The size of the room/building used as the polling station must be adequate for the size of the electorate.

North East Bedfordshire Constituency – Sandy Ward

Existing Arrangements							
Polling District	Description of Polling District	Polling Place	Polling Station	Electorate 2013	Electorate 2018	Additional Information	Disabled Access
SAN1	Blunham	Parish of Blunham	John Donne Lower School, High Street, Blunham MK44 3NL	789	799		Y
SAN2	Beeston	Beeston ward of Sandy parish	Forecourt, 21 Orchard Road, Beeston SG19 1PJ	388	388		Y
SAN3	Beeston	Beeston ward of Sandy parish	Beeston Methodist Church, The Baulk, Beeston SG19 1NR	198	198		Y
SAN4	Beeston	Beeston ward of Sandy parish	Forecourt, 21 Orchard Road, Beeston SG19 1PJ	68	68	Portacabin used as polling station	Y
SAN5	Fallowfield	Fallowfield ward of Sandy parish	Maple Tree Lower School, Hawk Drive, Fallowfield, Sandy SG19 2WA	1,498	1,504		Y
SAN6	Ivel	Ivel ward of Sandy parish	Laburnham Lower School, Laburnham Road, Sandy SG19 1HQ	2,873	2,942		Y
SAN7	Pinnacle	Pinnacle ward of Sandy parish	Robert Peel Lower School, Dapifer Drive, Sandy SG19 1QJ	2,269	2,403		Y
SAN8	Pinnacle	Pinnacle ward of Sandy parish	Quince Court, Engayne Avenue, Sandy SG19 1BN	1,655	1,662		Y
TOTAL				9,738	9,964		




Date: 04 June 2012

Scale 1:12000

**SAN 1 - BLUNHAM
POLLING STATION
JOHN DONNE LOWER SCHOOL
HIGH STREET**

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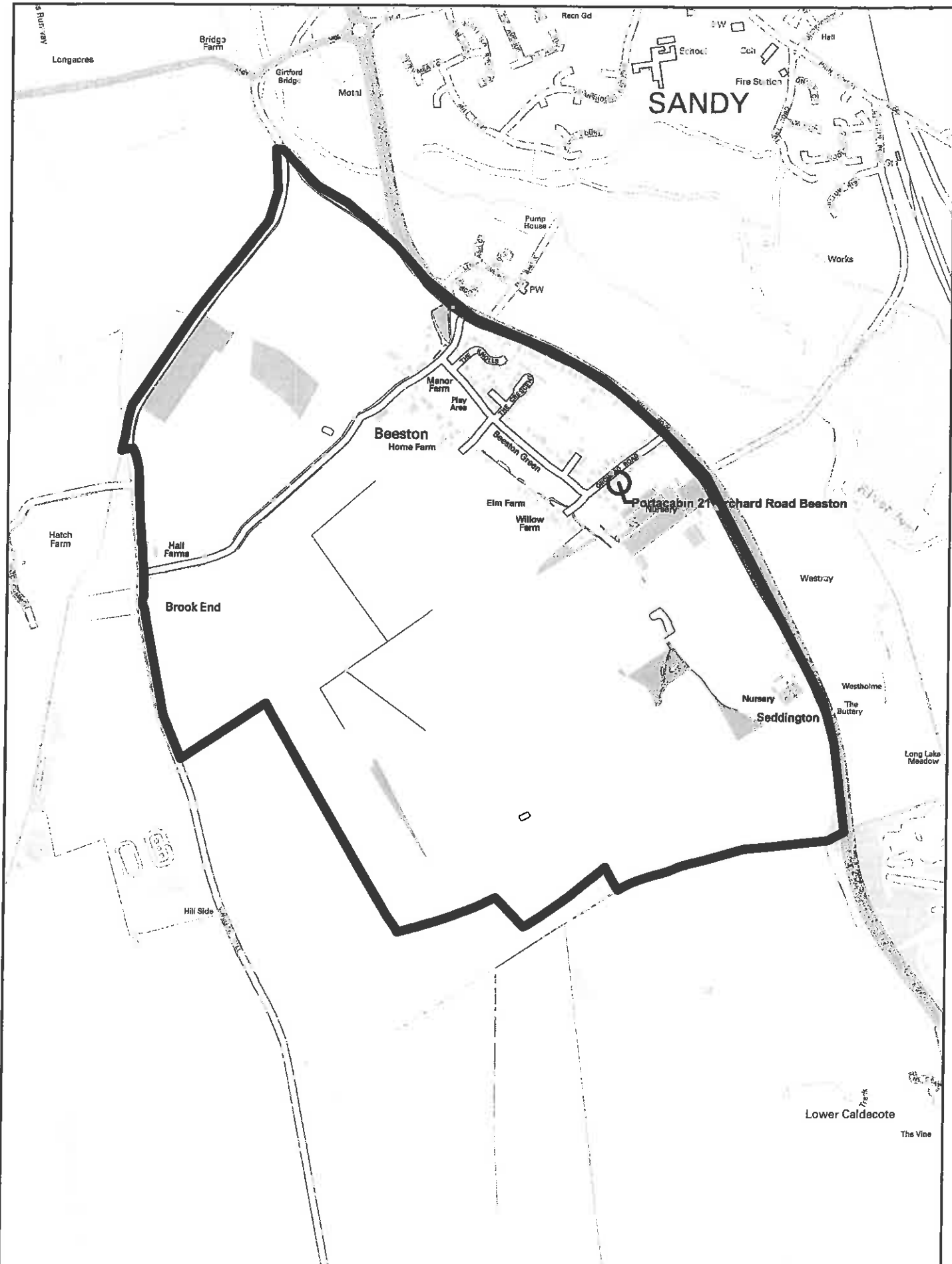
Polling District and Polling Place Details


SAN 1 – Blunham

John Donne Lower School, High Street, Blunham MK44 3NL

SAN1 Streets	Electors
Barford Road	75
Brickhill Close	20
Grange Road	90
High Street	112
Jubilee Close	3
Manor Court	4
Old Station Court	44
Park Lane	85
Park View	39
Pound Close	33
Station Road	113
Tempsford Road	9
The Avenue	50
The Barns (Walnut Close)	8
The Hill	59
Walnut Close	33
Wellsfield	25

TOTAL PROPERTIES	455
-------------------------	------------






 Scale 1:8000
 Date: 12 October 2013
 Created by: ?

SAN 2 - BEESTON
POLLING PLACE
FORECOURT
21 ORCHARD CLOSE

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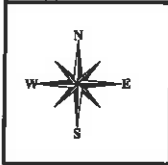
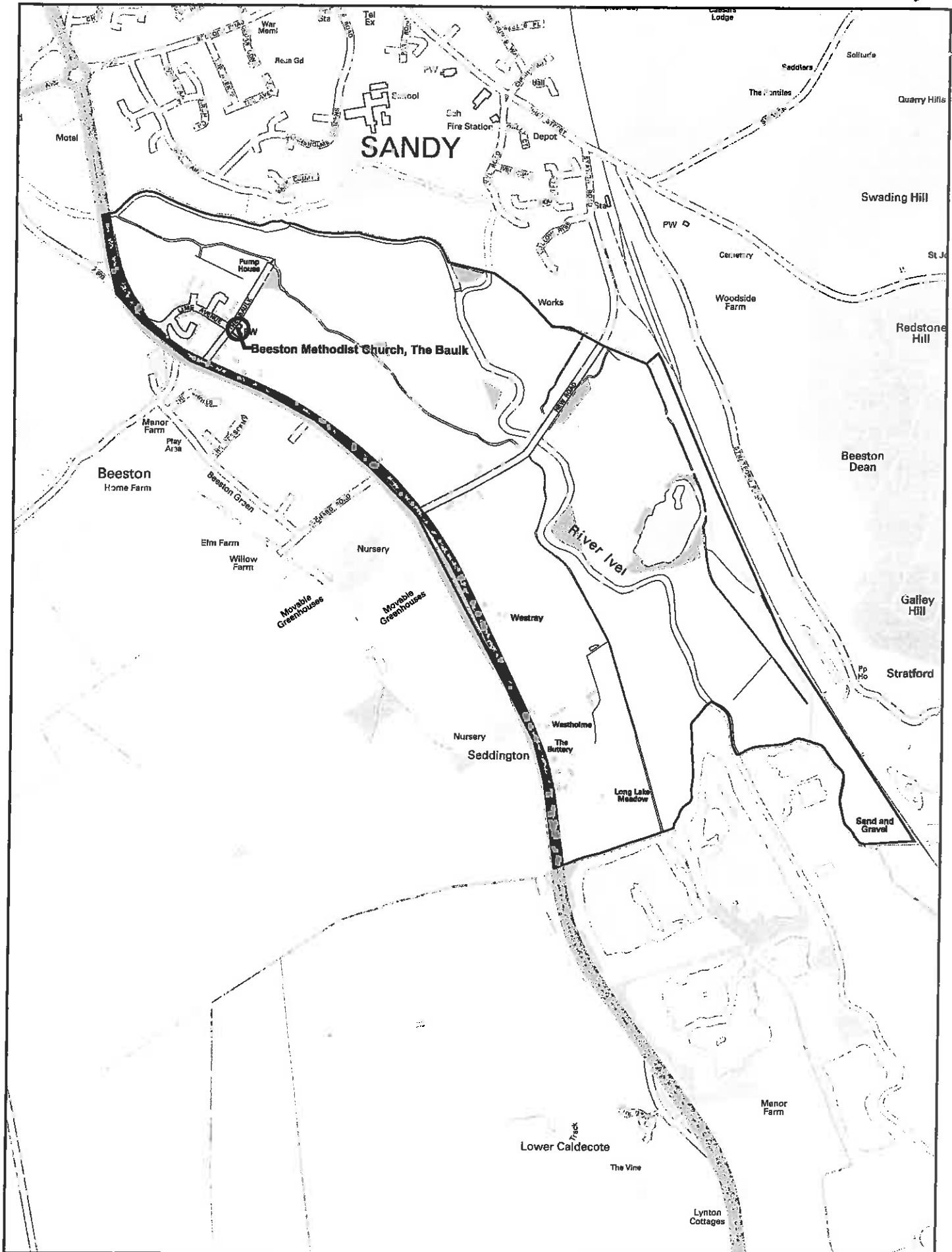


Polling District and Polling Place Details

SAN 2 – Beeston

Forecourt, 21 Orchard Road, Beeston SG19 1PJ

SAN2 Streets	Electors
Brook End	4
East Side	21
Grange Gardens	6
High Road	68
High Road, Seddington	7
Hillview	8
Orchard Road	71
The Cloches	9
The Crescent	51
The Green	74
The Knolls	46
West View	22
Whitestones	4
TOTAL PROPERTIES	195




Date: 04 June 2012

Scale 1:8000

**SAN 3-BEESTON
POLLING STATION
BEESTON METHODIST CHURCH
THE BAULK**

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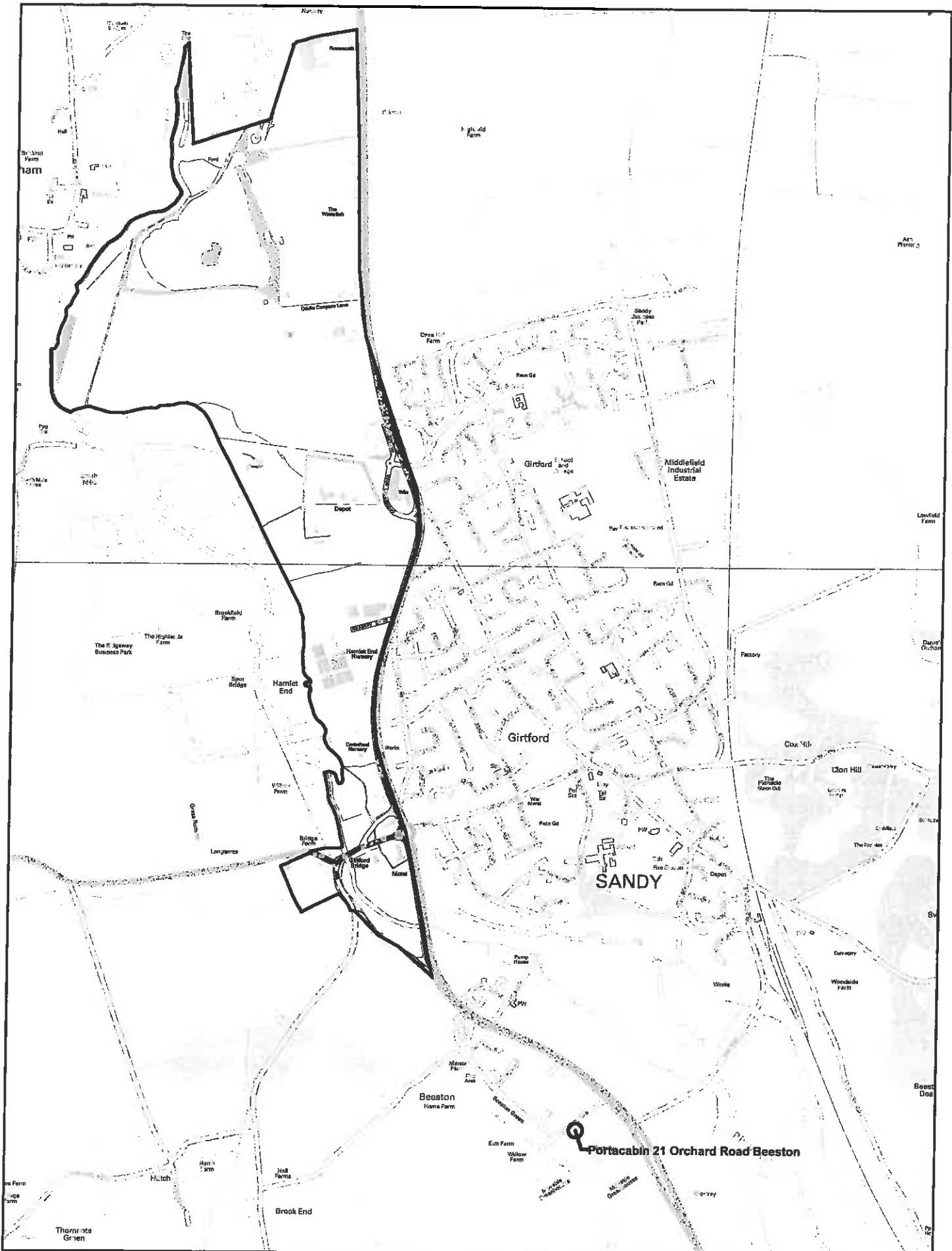
Polling District and Polling Place Details

SAN 3 – Beeston

Beeston Methodist Church, The Baulk, Beeston SG19 1NR

SAN3 Streets	Electors
Ash Close	9
Elder Close	22
High Road	27
High Road, Seddington	23
Lime Avenue	59
Meadow Close	28
New Road	8
The Baulk	27

TOTAL PROPERTIES	100
-------------------------	------------



Date: 04 June 2012

Scale 1:12000

**SAN 4 - BEESTON
 POLLING STATION
 PORTACABIN 21 ORCHARD ROAD
 BEESTON**

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Polling District and Polling Place Details

SAN 4 – Beeston

Forecourt, 21 Orchard Road, Beeston SG19 1PJ

SAN4 Streets	Electors
Cartwheel Nursery (Great North Road)	10
Girford Bridge	2
Great North Road	10
London Road	6
Nursery Drive	5
Sandy	2
*Talamanca (Great North Road)	0
Tempsford Road	43
TOTAL PROPERTIES	68



Date: 04 June 2012

Scale 1:6000

**SAN 5 SANDY - FALLOWFIELD
 POLLING STATION
 MAPLE TREE LOWER SCHOOL
 HAWK DRIVE**

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Polling District and Polling Place Details

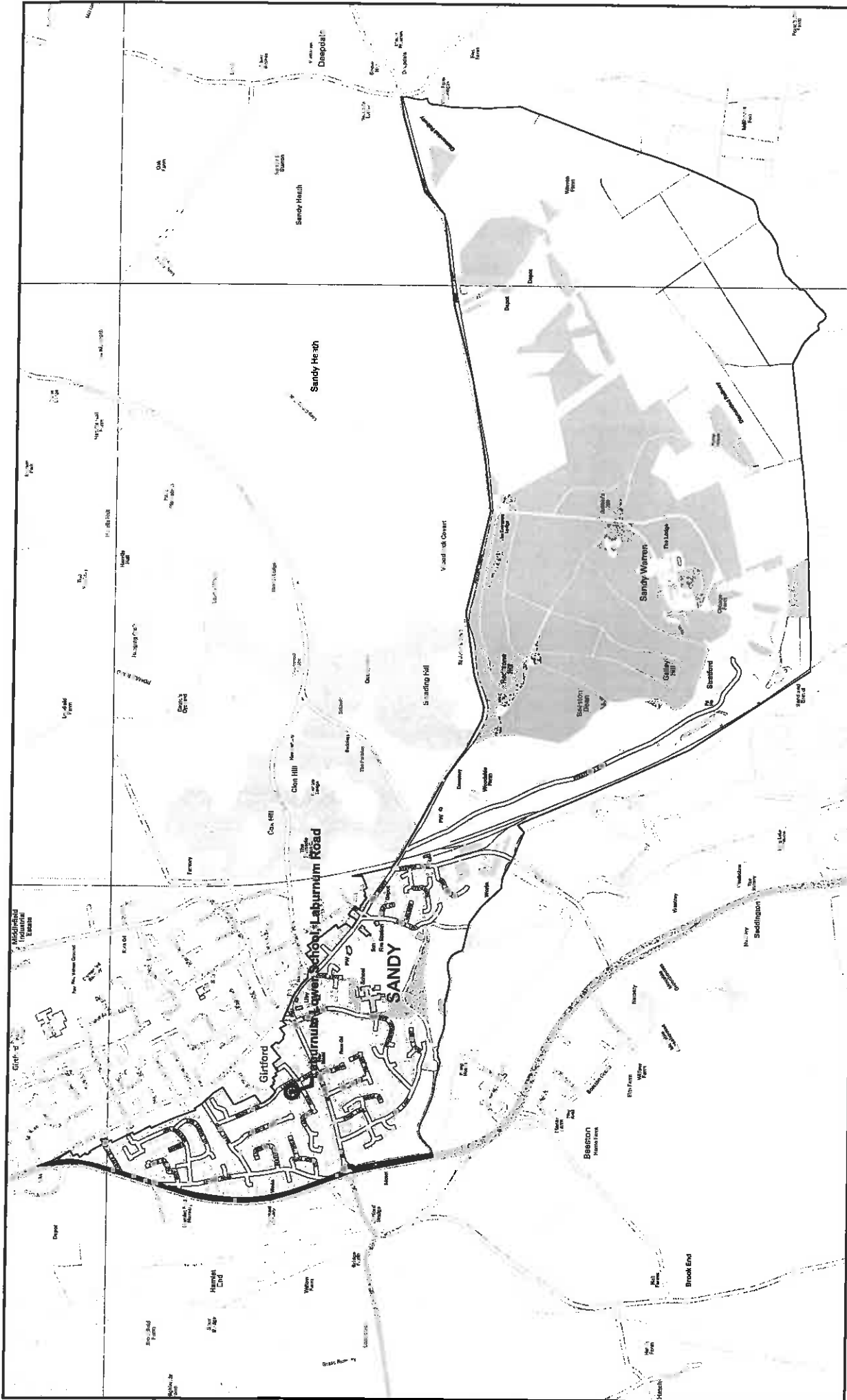
SAN 5 – Fallowfield

Maple Tree Lower School, Hawk Drive, Fallowfield, Sandy SG19 2WA

SAN5 Streets	Electors
Avocet Close	18
Brambling Close	19
Crow Hill	27
Cuckoo Close	6
Dove Close	56
Falcon Close	36
Fieldfare	85
Goldfinch Drive	79
*Great North Road	0
Hawk Drive	12
Kestrel Way	194
Kingfisher Close	24
Larks Rise	36
Linnet Close	20
Merlin Drive	184
Osprey Close	19
Owlswood	56

Partridge Piece	62
Pipit Grove	19
Plovers Field	30
Robin Close	32
Rothbury Close	24
Starling Close	22
Swallow Crest	30
Swift Close	25
Tempsford Road	11
The Buntings	22
The Finches	33
The Harriers	56
The Jays	48
The Rookery	37
Weavers Green	86
Woodcock Close	27
Woodpecker Way	71
Wren Close	5

TOTAL PROPERTIES	785
-------------------------	------------



Date: 04 June 2012

Scale 1:14000

**SAN 6 - SANDY
POLLING STATION
LABURNUM LOWER SCHOOL
LABURNUM ROAD**

Biggleswade Comm

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Polling District and Polling Place Details

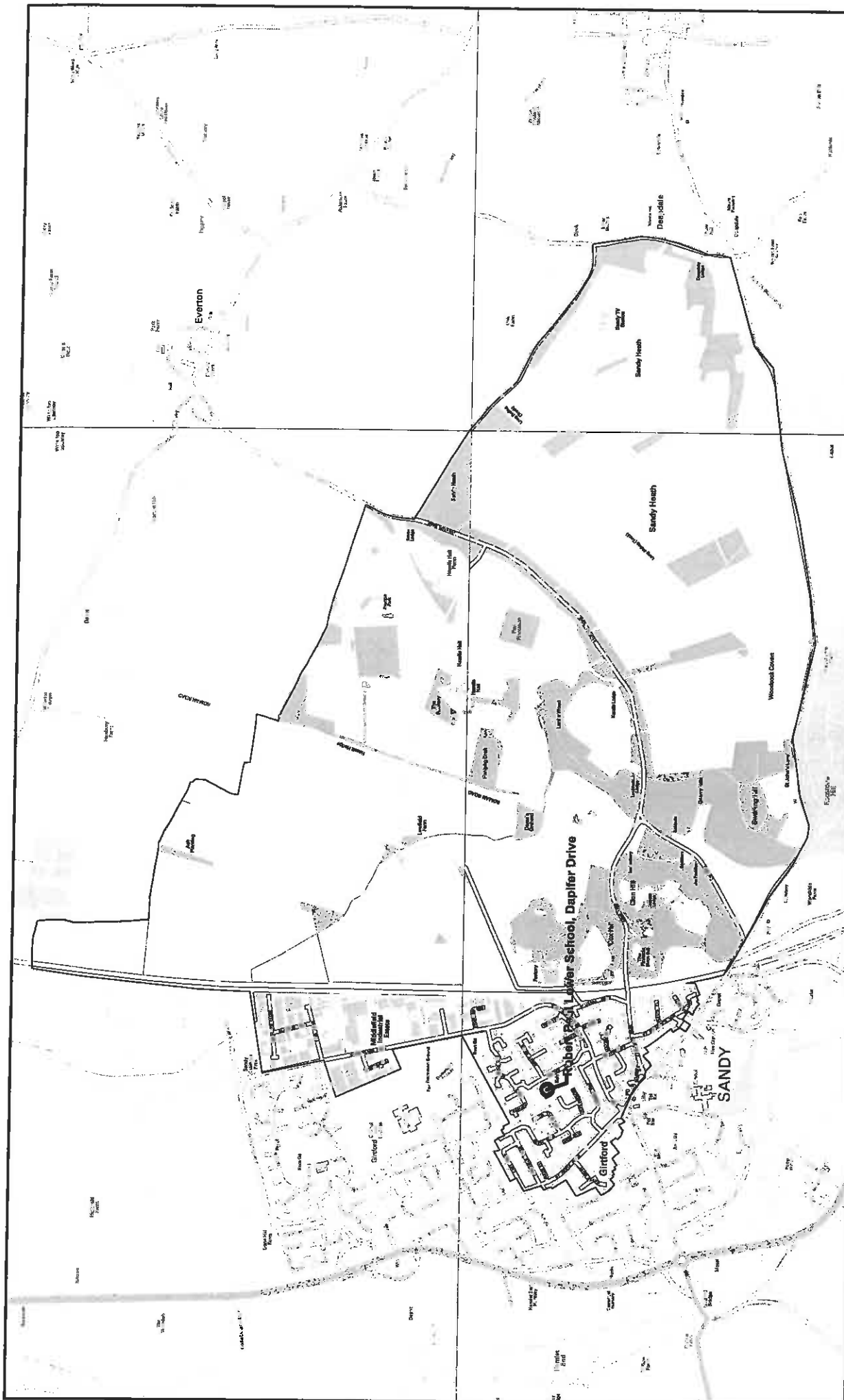
SAN 6 – Ivel

Laburnham Lower School, Laburnham Road, Sandy SG19 1HQ

SAN6 Streets	Electors
Albion Court	31
All Hallows	22
All Saints Way	72
Bedford Road	154
Bickerdikes Gardens	48
Birch Grove	47
Brandreth Place	20
Braybrook	17
Carter Street	39
Cedar Gardens	41
Church Path	41
Coopers Close	12
Deepdale	5
Edgcombe Court (High Street)	6
Edgcombe Court	9
Elm Tree Road	12
Filland Court	33
Foster Grove	36
Girford Crescent	95
Greyhound View	15
Harvey Court	7
Heron Close	8
High Street	111
Ivel Road	62
Ivel View	36
Kings Road	45
Laburnum Road	202
London Road	157
Manor Road	19
Market Square	7
Mayfield Court	45
Mill Lane	116
Monoux Place	12
Ongley Court	30

Park Court	26
Park Mews	7
Park Road	19
Poplar Close	34
Potton Road	2
Queens Road	104
Rivermead Gardens	47
Robert Hunt Gardens	43
Roman's View	13
Sandford Rise	57
Sandpiper Court	2
South Road	71
Spencer Road	26
Spring Grove	38
Station Road	25
Stratford Road	55
Swan Lane	63
Swansholme Garden Court	8
Swansholme Gardens	156
The Avenue	84
The Mews (30A High Street)	1
The Mews (30B High Street)	1
The Mews (30E High Street)	1
The Mews (30C High Street)	2
The Mews (30D High Street)	2
Warren Farm Cottages (Deepdale)	3
West Road	104
Western Way	167
Westfield Gardens	35
Willow Rise	56
Woolfield	69

TOTAL PROPERTIES	1,629
-------------------------	--------------



Date: 04 June 2012

Scale 1:15000

**SAN 7 - SANDY
 POLLING STATION
 ROBERT PEEL LOWER SCHOOL
 DAPIFER DRIVE**

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Polling District and Polling Place Details

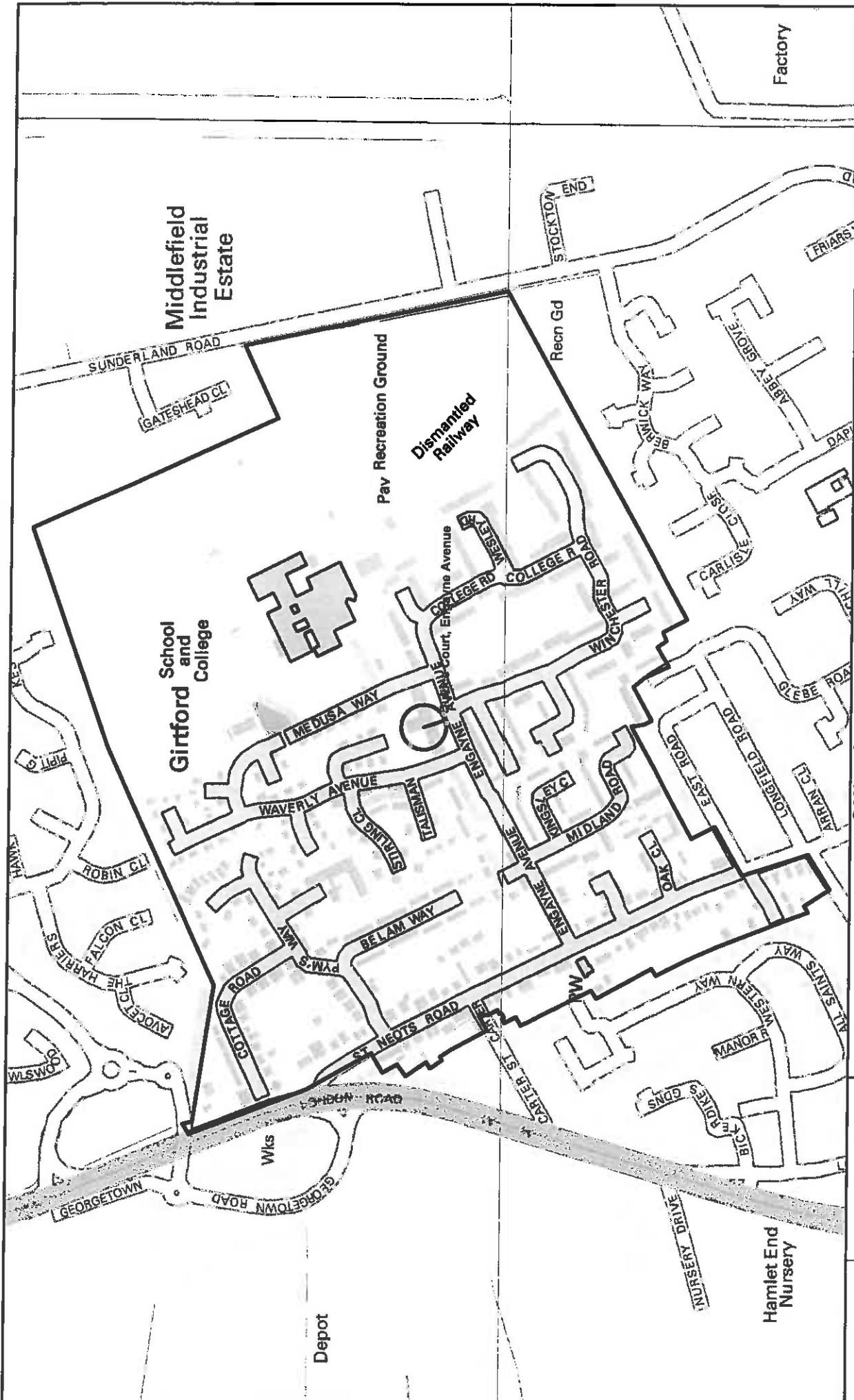
SAN 7 – Pinnacle

Robert Peel Lower School, Dapifer Drive, Sandy SG19 1QJ

SAN7 Streets	Electors
Abbey Grove	122
Alfred Cope Road	33
Alnwick Close	38
Arran Close	28
Banks Drive	137
Berwick Way	77
Brickhill Close	6
Brickhill Road	66
Cambridge Road	87
Carlisle Close	74
Cherrycroft	29
Churchill Way	73
Dapifer Drive	64
Deepdale	2
Downing Court	11
East Road	72
Edward Close	6
*Everton Park	0
Everton Road	35
Faynes Court	26
Friars Walk	60
Glebe Close	18
Glebe Road	151
Greens Close	14
Leeds Smith Drive	47
Lindisfarne Close	25

Longfield Road	80
Magnolia House	10
Malunay Place	31
Market Square	5
Middleham Close	33
Mills Walk	40
Moores Court	8
Newton Way	38
Northcroft	53
Peels Place	45
Pickering Close	31
Pleasant Place	27
Potton Road	1
Rectory Court	29
Rutland Gardens	39
Sand Lane	5
Sandon Close	38
Skipton Close	44
St Neots Road	181
St Swithuns Way	69
Stonecroft	22
Sunderland Road	29
Swaden	11
Warkworth Close	28
Windsor Way	91
Wynnefield Walk	37

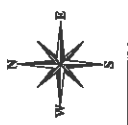
TOTAL PROPERTIES	1,284
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 Ordnance Survey 100049029.
 Central Bedfordshire Council.
 Data derived from photography copyright
 The Information Group, 2010

**SAN 8 - SANDY
 POLLING STATION
 QUINCEN COURT
 ENGAYNE AVENUE**

Date: 04 June 2012
 Scale 1:4000



Polling District and Polling Place Details

SAN 8 – Pinnacle

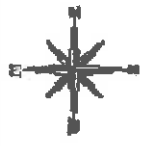
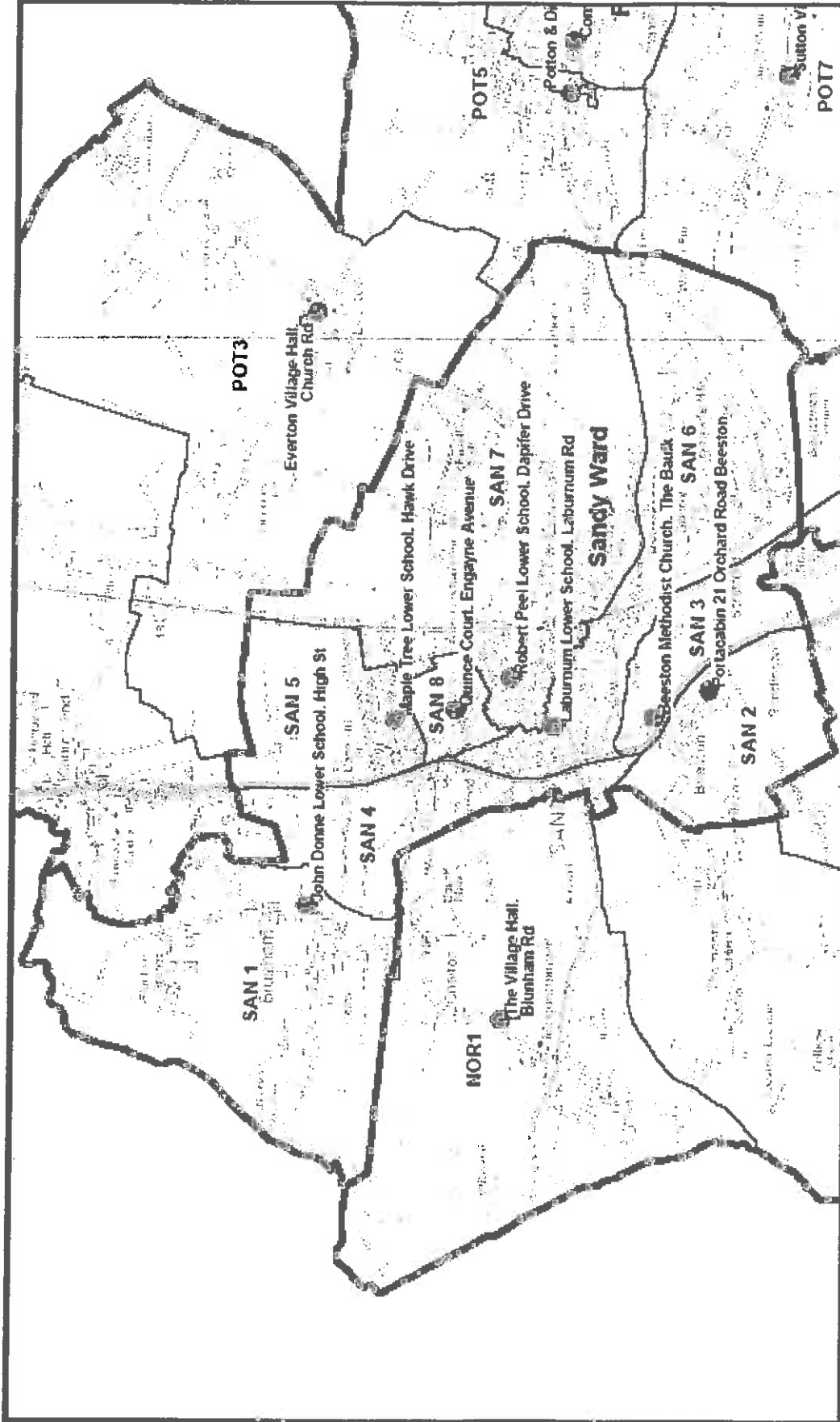
Quince Court, Engayne Avenue, Sandy SG19 1BN

SAN8 Streets	Electors
Balmoral Close	29
Belam Way	71
Brindley Close	14
Bunyan Road	7
Caidwell Court	49
College Road	123
Cottage Road	75
Delamare Close	27
Engayne Avenue	92
Handley Court	45
Havelock Close	22
Kingsley Court	49
Maple Road	22
Medusa Way	20
Midland Road	61

Oak Close	43
Pentland Close	23
Powers Close	41
Pyms Way	70
Quince Court	29
Rowan Court	17
Shannon Close	9
St Neots Road	204
Stirling Close	26
Talisman Close	22
Waverley Avenue	71
Wesley Road	77
Winchester Road	346

TOTAL PROPERTIES	966
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FULL WARD MAP - SANDY



Review of Polling Districts, Polling Places and Polling Stations 2013
Sandy Ward



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 Council Electoral Services Control.
 Cities Revealed aerial photography copyright
 Tom Cloughmore Group, 2010

Sandy Town Council

10 Councillor Surgeries Clerk's Report

This year councillor surgeries have been held on the 1st Saturday of every month in Sandy Library, Market Square, Sandy from 10 am to 12 noon. The rota for manning the surgeries for 2014 will be available at the meeting for completion on the assumption that there is no wish to change current arrangements.

However members may be minded to amend the venue, frequency or other arrangements of the surgeries on the basis of their experiences during the year.

It is considered good practice within the sector to provide regular opportunities for members of the public to meet councillors and/or officers without an appointment in a public building or space. The Quality Council scheme criteria are currently under review but will include a criterion for this type of councillor/public engagement.

Members are asked to confirm arrangements for 2014.

Sandy Town Council

11 Calendar of Meetings

A draft calendar of meetings for the year beginning 1 April 2014 has been produced for consideration and is attached. The calendar must be formally adopted at the annual meeting of the council.

Members are asked to consider the proposed calendar.

Sandy Town Council Draft Calendar of Meetings
2014-2015

2014		
Mon 19.05.14	Town Council	
Mon 26.05.14	Bank Holiday	
Mon 02.06.14	Development Scrutiny	Policy, Finance & Resources
Mon 09.06.14		
Mon 16.06.14	Human Resources	
Mon 23.06.14	Development Scrutiny	Community Services & Environment
Mon 30.06.14	Town Council	
Mon 07.07.14		
Mon 14.07.14	Development Scrutiny	Policy, Finance & Resources
Mon 21.07.14		
Mon 28.07.14		
Mon 04.08.14	Development Scrutiny	Community Services & Environment
Mon 11.08.14	Town Council	
Mon 18.08.14		
Mon 25.08.14	Bank Holiday	
Mon 01.09.14	Development Scrutiny	Policy, Finance & Resources
Mon 08.09.14		
Mon 15.09.14	Human Resources	
Mon 22.09.14	Town Council	
Mon 29.09.14	Development Scrutiny	Community Services & Environment
Mon 06.10.14		
Mon 13.10.14		
Mon 20.10.14	Development Scrutiny	Policy, Finance & Resources
Mon 27.10.14		
Mon 03.11.14	Town Council	
Mon 10.11.14	Development Scrutiny	Community Services & Environment
Mon 17.11.14		
Mon 24.11.14	Development Scrutiny	Policy, Finance & Resources
Mon 01.12.14	Human Resources	
Mon 08.12.14		
Mon 15.12.14	Development Scrutiny	Community Services & Environment
Mon 22.12.14	Town Council (Estimates)	
Mon 29.12.14		
2015		
Mon 05.01.15	Development Scrutiny	Policy, Finance & Resources
Mon 12.01.15		
Mon 19.01.15	Town Council (Precept)	
Mon 26.01.15	Development Scrutiny	Community Services & Environment
Mon 02.02.15		
Mon 09.02.15		
Mon 16.02.15	Development Scrutiny	Policy, Finance & Resources
Mon 23.02.15		
Mon 02.03.15	Town Council	

Sandy Town Council Draft Calendar of Meetings
2014-2015

Mon 09.03.15	Development Scrutiny	Community Services & Environment
Mon 16.03.15	Human Resources	
Mon 23.03.15		
Mon 30.03.15	Development Scrutiny	Policy, Finance & Resources
Mon 06.04.15	Bank Holiday	
Mon 13.04.15	Town Council	
Mon 20.04.15	Development Scrutiny	Community Services & Environment
Mon 27.04.15		
Mon 04.05.15	Bank Holiday	
Mon 11.05.15	Development Scrutiny	Policy, Finance & Resources
Mon 18.05.15	Town Council (Annual Meeting)	
Mon 25.05.15	Bank Holiday	

DRAFT

Sandy Town Council

12 Mayoral Communications

To note the Mayor's engagements and any items for information

22.10.13	Attended the Bedfordshire Fire & Rescue Service Annual Awards Presentation Evening at Bedford School, accompanied by Mr Sutton.
23.10.13	Attended CBC Awards presentation with Cllr Maudlin.
24.10.13	Attended Sandy Upper School's Annual Awards Presentation Evening.
26.10.13	Accompanied by Mr Sutton attended the Mayor of Leighton-Linslade's Charity Ball at Leighton Buzzard Golf Club.
29.10.13	Accompanied by Mr Sutton attended the Mayor of St Ives Turkish Buffet at Meze Restaurant, St Ives.
2.11.13	Attended the Scouts Firework Display and Bonfire.
6.11.13	Hosted the Friends of Sandy Christmas Lights Fundraising Dinner at the China Express together with other Councillors.
8.11.13	Unveiled the Skarszewy Garden with our Polish visitors in the afternoon. Attended a reception for the Mayor of Skarszewy in the Council Chamber. Attended an event at the Queen's Head Pub for our Polish visitors. Several other Councillors attended all these events.
9.11.13	With Cllr Butterfield attended the Continental Market and sold raffle tickets and stars for the Christmas Lights.
10.11.13	Attended the Royal British Legion's Remembrance Parade together with other Councillors.
14.11.13	Attended an open evening at The Flower Room in Sandy.
15.11.13	Accompanied by Mr Sutton attended the Mayor of Dunstable's Race Night at St Mary's Social Centre, Dunstable.
23.11.13	With Cllr Butterfield attended at Tesco's to sell raffle tickets and stars for the Christmas Lights. Accompanied by Mr Sutton attended the Mayor of Kempston's Quiz Night at the Town Council Offices.
26.11.13	Attended Sandy Upper School's Winter Fayre.
30.11.13	Attended the Scouts and Robert Peel Lower School's Christmas Fayre and then attended the Goodbye BBQ at the allotment site.

Sandy Town Council

	Also attended the Twinning Association's Quiz.
1.12.13	Attended Sandy's Christmas Fayre and Lights Switch-On in the Market Square together with other Councillors and staff.
Deputy Mayor	
22.10.13	Attended the Hospice at Home Volunteers AGM at St John's Hospice, Moggerhanger.
13.11.13	Attended the BRCC AGM at Langford.

Memo

To: All Members, Sandy Town Council

From: Town Clerk

Date: November 27, 2013

Re: Confidentiality - Papers for Town Council meeting on
Monday 2 December 2013

Please note that the papers in this envelope do not include any of the confidential reports for Monday's meeting. These will be distributed on the night and time will be allowed for members to read them during the meeting. This decision has been taken in consultation with the Mayor and Deputy Mayor in view of recent disclosures of confidential information and losses of confidential paperwork.

It has further been suggested that all confidential papers should be coded with a reference number for each recipient so that the source of any leaks can be easily identified.

Members are reminded that the Town Council has a shredding machine which will be placed in the chamber for council meetings in future and the Clerk is always happy to accept confidential notes or reports for shredding if members do not wish to undertake the task themselves.