



ASHBOURNE TOWN COUNCIL
Town Hall, ASHBOURNE, Derbyshire, DE6 1ES
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6th November 2018

To: The Mayor, Deputy Mayor and Members of Ashbourne Town Council

Dear Councillor,

You are summoned to attend the meeting of the Finance, Town Hall & HR Committee of Ashbourne Town Council to be held at **7:00pm** on **Monday 12th November 2018** in the Council Chamber, Ashbourne Town Hall.

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet (if appropriate). These will be available in the Committee Room.

Yours sincerely

Carole Dean
Town Clerk

- 1) **Consideration of apologies for absence**
- 2) **Declaration of Members Interests**
Please Note:- To enable Members to declare the existence and nature of any Disclosable Pecuniary Interest they have in subsequent agenda items, in accordance with the Town Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.
- 3) **To receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest**
- 4) **Public Questions and Comments – (3 Minutes per speaker a maximum 15 Minutes in total)**
 - a) A period of not more than fifteen minutes will be made available for members of the public and Members of the Council to comment on matters relating to items on the Agenda.
 - b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter.
- 5) **Variation of order of business**
- 6) **Sarah and Helen from The Clayrooms to give a presentation to Members**
- 7) **Town Hall - Fascia**
 - a) Cllr N Harris to give an update

- 8) Finance**
 - a) Bank Balances
 - b) Chair to agree and sign off bank reconciliations
 - c) Q2 Budget Report (attached)
 - d) Notification of VAT Claim July – September 2018
 - e) To consider a mobile phone contract for the VIC

- 9) Town Hall Report**
 - a) December Booking (attached for information)

- 10) Cllr Brown – Consideration of a second phone line for Clerk’s office**

- 11) Request through Church Warden for funding for a professional company to carry out a survey for the wider use of the Church**

- 12) Clerk – Update re Fire Safety Assessment – Fire Doors**

- 13) To consider the rental of ground floor office**

- 14) To sign the Minutes of the Finance Committee meeting held on 8 October 2018**

- 15) To consider a resolution under the Public Bodies (Admission to Meetings Act 1960) to exclude members of the press and public in order to discuss the following items**

- 16) To consider the Budget Requests for 2019/20**

Date: 23/10/2018
Time: 10:22:26

Ashbourne Town Council

Budget Report

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From: Month 1, April 2018
To: Month 6, September 2018

Chart of Accounts:

Ashbourne Town Council

	<u>Period</u>				<u>Year to Date</u>			
	<u>Actual</u>	<u>Ratio(%)</u>	<u>Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>Ratio(%)</u>	<u>Budget</u>	<u>Variance</u>
Sales								
Precept	256,344.00	88.00	256,344.00	0.00	256,344.00	88.00	256,344.00	0.00
Hanging Baskets	2,096.00	0.72	4,300.00	(2,204.00)	2,096.00	0.72	4,300.00	(2,204.00)
Bank Interest Received	151.91	0.05	94.98	56.93	151.91	0.05	94.98	56.93
Miscellaneous Income	42.90	0.01	0.00	42.90	42.90	0.01	0.00	42.90
Town Hall Rents Received	1,248.00	0.43	1,248.00	0.00	1,248.00	0.43	1,248.00	0.00
Town Hall Room Hire	8,768.00	3.01	7,999.98	768.02	8,768.00	3.01	7,999.98	768.02
Visitor Information	22,660.83	7.78	23,000.00	(339.17)	22,660.83	7.78	23,000.00	(339.17)
	291,311.64	100.00	292,986.96	(1,675.32)	291,311.64	100.00	292,986.96	(1,675.32)
Purchases								
Purchases	20,150.16	6.92	18,000.00	(2,150.16)	20,150.16	6.92	18,000.00	(2,150.16)
	20,150.16	6.92	18,000.00	(2,150.16)	20,150.16	6.92	18,000.00	(2,150.16)
Overheads								
Town Council Salaries	27,567.42	9.46	28,630.98	1,063.56	27,567.42	9.46	28,630.98	1,063.56
Caretakers Salaries	20,973.48	7.20	20,283.96	(689.52)	20,973.48	7.20	20,283.96	(689.52)
Mayors Allowance	310.00	0.11	750.00	440.00	310.00	0.11	750.00	440.00
Town Hall	30,944.31	10.62	74,331.48	43,387.17	30,944.31	10.62	74,331.48	43,387.17
Administration	6,625.39	2.27	5,800.74	(824.65)	6,625.39	2.27	5,800.74	(824.65)
Insurance	181.64	0.06	0.00	(181.64)	181.64	0.06	0.00	(181.64)
Publicity	135.00	0.05	750.06	615.06	135.00	0.05	750.06	615.06
Training etc	574.00	0.20	525.00	(49.00)	574.00	0.20	525.00	(49.00)
Bank Charges & Interest	777.76	0.27	750.00	(27.76)	777.76	0.27	750.00	(27.76)
Visitor Attractions	18,522.10	6.36	13,774.98	(4,747.12)	18,522.10	6.36	13,774.98	(4,747.12)
Bus Shelters	457.00	0.16	0.00	(457.00)	457.00	0.16	0.00	(457.00)
Bradley Wood	0.00	0.00	499.98	499.98	0.00	0.00	499.98	499.98
Elderly Persons Rest Room	101.21	0.03	150.00	48.79	101.21	0.03	150.00	48.79
Victoria Square - Lighting	81.15	0.03	49.98	(31.17)	81.15	0.03	49.98	(31.17)
Legal Fees	6,083.46	2.09	1,249.98	(4,833.48)	6,083.46	2.09	1,249.98	(4,833.48)
S137 Expenditure	5,760.00	1.98	9,000.00	3,240.00	5,760.00	1.98	9,000.00	3,240.00
Events Coord Salaries	5,271.32	1.81	4,800.00	(471.32)	5,271.32	1.81	4,800.00	(471.32)
Visitor Info Officer Salaries	15,727.09	5.40	16,578.00	850.91	15,727.09	5.40	16,578.00	850.91
Visitor Information	335.73	0.12	0.00	(335.73)	335.73	0.12	0.00	(335.73)
General Tourism	0.00	0.00	3,500.00	3,500.00	0.00	0.00	3,500.00	3,500.00
Neighbourhood Plan	0.00	0.00	500.00	500.00	0.00	0.00	500.00	500.00
	140,428.06	48.21	181,925.14	41,497.08	140,428.06	48.21	181,925.14	41,497.08
Net Profit/(Loss):	130,733.42	44.88	93,061.82	37,671.60	130,733.42	44.88	93,061.82	37,671.60

December 2018

December 2018						
Mo	Tu	We	Th	Fr	Sa	Su
3	4	5	6	7	1	2
10	11	12	13	14	8	9
17	18	19	20	21	15	16
24	25	26	27	28	22	23
31					29	30

January 2019						
Mo	Tu	We	Th	Fr	Sa	Su
7	8	9	10	11	5	6
14	15	16	17	18	12	13
21	22	23	24	25	19	20
28	29	30	31		26	27

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
26 Nov	27	28	29	30	1 Dec	2
3	4	5	6	7	8	9
13:00 Ballet (Ballroom) 18:00 Yoga (Main Hall) 20:00 DANCE CLASS (BALLROOM)	09:30 Yoga (Main Hall) 18:00 Zumba (BALLROOM) 19:15 LINE DANCING	18:00 Badminton 18:30 Drama Club (Main) 19:00 Badminton 20:00 Bingo (Main Hall)	18:30 Yoga (Main Hall) 19:00 Badminton 19:30 TALKING 20:00 BADMINTON	10:00 Craft Fair (Main Hall) 10:00 BADMINTON (BALLROOM) 18:30 Fencing (Ballroom)	10:00 Craft Fair (Main Hall)	19:30 Bingo (Main Hall)
10	11	12	13	14	15	16
13:00 Ballet (Ballroom) 18:00 Yoga (Main Hall) 20:00 DANCE CLASS (BALLROOM)	09:30 Yoga (Main Hall) 18:00 Zumba (BALLROOM) 19:15 LINE DANCING	14:00 Fine Arts (BR. & MA) 18:00 Badminton 18:30 Drama Club (Main) 19:00 Badminton	18:30 Yoga (Main Hall) 19:00 Badminton 19:30 TALKING 20:00 BADMINTON	10:00 Rug Sale (Main Hall) 10:00 BADMINTON (BALLROOM) 18:30 Fencing (Ballroom)	10:00 Rug Sale (Main Hall)	19:30 Bingo (Main Hall)
17	18	19	20	21	22	23
13:00 Ballet (Ballroom) 18:00 Yoga (Main Hall) 20:00 DANCE CLASS (BALLROOM)	09:30 Yoga (Main Hall) 14:00 Bamfords (Main) 18:00 Zumba 19:15 LINE DANCING	18:00 Bingo Xmas Party (Main Hall) 18:00 Badminton 19:00 Badminton	14:00 Singers Group (Main) 18:30 Yoga (Main Hall) 19:00 Badminton 19:30 TALKING	10:00 BADMINTON (BALLROOM) 18:30 Fencing (Main Hall) 19:30 Brass Band		19:30 Bingo (Main Hall)
24	25	26	27	28	29	30
			18:30 Yoga (Main Hall) 19:00 Badminton 19:30 TALKING 20:00 BADMINTON	10:00 BADMINTON (BALLROOM) 18:30 Fencing (Ballroom)		19:30 Bingo (Main Hall)
31	1 Jan 19	2	3	4	5	6