

22nd October 2018

You are summoned to attend a meeting of the **OPEN SPACES & LEISURE COMMITTEE** to be held in the Council Chamber at the address below on Monday 22nd October at 7pm. Town Councillors are reminded that they have a duty to state a Declaration of Interest prior to the appropriate agenda item and to consider the Crime and Disorder Act 1998 s.17 when reaching a decision.

Please note that the proceedings of this meeting may be recorded in line with regulations set out in the Openness of Local Government Bodies Regulations 2014. A copy of Sevenoaks Town Council's procedure for the recording meetings is available online at sevenoakstown.gov.uk or by request. Members of the public addressing the Committee but not wishing to be recorded should put this request to the Town Clerk at the earliest possible opportunity.



Town Clerk

Committee Members

Cllr S Arnold	Cllr O Schneider
Cllr N J Busvine OBE – Vice Chairman	Cllr P E Towell
Cllr J M Canet	Cllr E Waite
Cllr R Hogarth (ex officio)	Cllr P C Walshe
Cllr A Eyre	
Cllr R J Parry - Chairman	
Cllr S G Raikes	

To assist in the speedy and efficient despatch of business, members wishing to obtain factual information on items included on the Agenda are asked to enquire of the Town Clerk prior to the day of the meeting.

PUBLIC QUESTION TIME

To enable members of the public to make representation or put questions to the Committee on any matters on this agenda.

- 1 AGENDA
Apologies for absence

Town Council Offices
Bradbourne Vale Road
Sevenoaks Kent TN13 3QG

tel: 01782 459 953 fax: 01782 742 577
email: council@sevenoakstown.gov.uk
web: sevenoakstown.gov.uk

- 2 REQUESTS FOR DISPENSATIONS
To consider written requests from Members which have previously been submitted to the Town Clerk to enable participation in discussion and voting on items for which the Member has a Disclosable Pecuniary Interest. (s.31 & s.33 of the Localism Act 2011)
- 3 DECLARATIONS OF INTEREST
To receive any Declaration of Interest from members in respect of items of business included in the agenda for this meeting
- 4 MINUTES
To receive and sign the minutes of the meeting of the Open Spaces & Leisure Committee held on 3rd September 2018 (copy attached).
- 5 OPEN SPACES & LEISURE COMMITTEE BUDGET
To receive and agree the Open Spaces & Leisure Committee Budget.

Sevenoaks Town Council
Minutes of the Open Spaces & Leisure Committee held on 3rd September 2018
In the Council Chamber commencing at 7.00 p.m.

Committee Members present:

Cllr S Arnold	Present	Cllr O Schneider	Present
Cllr N Busvine OBE, Vice Chairman	Apologies	Cllr P E Towell	Present
Cllr J M Canet	Present	Cllr E Waite	Present Arrived 7.25pm
Cllr A Eyre	Present	Cllr Mrs P C Walshe	Present
Cllr R J Parry, Chairman	Present	Cllr S G Raikes	Present

In Attendance: Town Clerk, Open Spaces Manager, Committee Clerk and Cllr Robert Piper

217. Apologies for Absence

As noted above.

218. Requests for Dispensations

There were no requests for dispensations.

219. Declaration of Interests

There were no declarations of interest.

220. Minutes of the Open Spaces & Leisure Committee held on 23rd July 2018
RESOLVED: That the Minutes be accepted and signed as a true record.

The Vine

It was noted that fish numbers in the pond had slowly increased.

221. Open Spaces & Cemetery Manager's report

A report was received and discussed.

Upper High Street Gardens

The report was received and discussed.

RESOLVED: To install new black metal railings to the retaining wall before the In Bloom entry for 2019.

CCTV at Greatness Recreation Ground

It was noted that costings for a further CCTV at Greatness were still to be obtained.

RESOLVED: For the Open Spaces Manager to continue to research different options regarding CCTV at Greatness Recreation Ground and report back to the next meeting for approval.

Vine Waste

The report was received and discussed.

RESOLVED: Open Spaces team to install additional logs to the edge of the Vine Waste and to carry out recommended repairs.

In Bloom Competition

It was noted that the competition increased the Open Spaces staff's workload. This year two extra part time staff were employed to cover the Vine area. A review of the 2018 entry and plans for 2019 would be discussed in the new year. Results for 2018 would be announced at the awards ceremony on Friday 14th September.

Lamppost outside Lloyds Bank

The condition of the lamppost was discussed.

RESOLVED:

Committee Clerk to ascertain who owns the lamppost and request that it be repainted as soon as possible.

222. Statement of Accounts for June 2018

RESOLVED: To note the report.

5025 – St John's Public Toilets - The increased cost was due to repair, decorating and deep clean.

Letting and Hire Income – incorrect phasing by Finance Department.

Street Lighting – request income from Finance Department for the last quarter.

223. Draft Revenue Estimates 2019/2020 & Rolling Capital Programme

Open Spaces Rolling Capital Programme:

RESOLVED:

To agree the recommended Rolling Capital Programme as attached.

War Memorial in St Nicholas Churchyard:

The condition of the historic War Memorial was discussed.

RESOLVED:

It was requested that the Committee Clerk and Open Spaces Manager research cost for renovation of the current War Memorial plinth.

Property Maintenance Schedule 2019/2020

The report was received and agreed

General Charges, Cemetery Charges & Sports Facilities Charges
Reports received and agreed

Resolved:

To agree and implement proposed increases as per attached.

224. Summer Play Dates

The report was received and noted.

225. Parking Issues at Greatness Recreation Ground

The report was received and discussed.

RESOLVED:

Continue to let the Football Club allocate parking on the grass.

Install new ground surface and white lines to allow further 20 parking spaces to the inner car park.

Not to install bollards along the Mill Lane pavement at this point.

226. Anti Litter Campaign for Sevenoaks

The report was received and discussed.

RESOLVED:

To devise an anti-litter campaign for Sevenoaks lead by the Mayor involving local secondary schools and the Sevenoaks Youth Council.

Ideas suggested were: 45 second video campaign, posters and assemblies in participating schools.

To contact Kent County Council to see what their current campaigns in the area include.

227. Current Matters

The Committee received and noted a report detailing the following matters:

Minute number	Subject	Update
127	Kippington Meadow Play Equipment	New play equipment was installed with an opening event held on 29 th May. Due to bad weather on the day a further

		play day took take place on Friday 3 rd August 11am till 1pm
233	Summer Play Dates	3 Summer Play Dates took take place during August. 8th August 2-5pm at the Vine Gardens 15th August 2-5pm at Greatness Recreation Ground 22nd August 2-5pm at Pontoise Close Play Area
236	Warren Clock	For the Town Clerk to discuss the proposal with the current owner and to obtain a legal agreement regarding ownership and building owner permission. It was also requested that the Town Clerk investigate the possibility of listing the clock or registering it as a community asset. Currently awaiting communication from family.
366VI	Vine & Cycle racks	It was noted that the current cycle racks might be better used in a new location. It is also intended to install some additional cycle racks with site to be agreed once the project to extend the chair store area was underway.
372	Vine Pavilion Ramp	Funding received, work to begin after the Cricket Season
489	Knole Paddock Rugby Club new pathway	Sevenoaks Town Council staff had started the work and would complete before the season starts.
490	Sevenoaks Common Management Plan	1. Accepted the document as a working document and noted to be reviewed annually.
	Pavement Plaque outside Sevenoaks School	Now reinstalled

228. Press Release

RESOLVED: To issue a press release regarding the anti-litter campaign

There being no further business the Chairman closed the meeting at 8.22 p.m.

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Dated

Chairman

Rolling Capital Program 19/20

	18-19	19-20	20-21	21-22
Machinery				
Replace tractor mounted flail (1991)	6,000			
Achieved from 17/18 £2,300		11,000		
Replace large Tractor Mounted Mower (2008)	20,000			
Replace Van GL05XVU		12,000		
Replace Van GL55YAD			12,000	
Replace Van LS55CKL			16,000	
Replace Grave digging excavator JCB (2006)				14,000
Replace Dumper Truck 2010				
Property Maintenance				
Greatness Cemetery		1,000 (Partial RCP 27))		
Chapel Gutters and soffits repaint	4,000	1,500 (CIL)		
Cemetery Additional path repairs section 9/10		25,000		
Chapel re stain existing woodwork				
New Workshop mess room complex	2,000 (5410)			
Garage roof replace			2,000	
Gates & Railings, Repaint			5,000	
Memorial Safety Testing			8,000	4,000
Road repairs	5,000 (RCP 88+ CIL)	8,000		
Mausoleum, Stone cleaning			3,000	

O/S				
Knole Paddock,				
Replace water heaters	5,000			
External paint & stain	1,718 (RCP 47)			
Replace barn doors	2,000 (RCP 117+CIL)			
Car Park root damage repair				3,000
“ remark white lines				1,000
Vine				
Pavilion external paint		20,000		
Insulate pitched roof				4,000
CCTV replace				5,000
Bandstand, repaint		5,000		
Café, internal redecorate				2,000
Café, external repaint		13,000		
Defibrillator, repaint		300		
Paths resurface				15,000
Vine Gardens Paint railings ½ completed in house June 18,	2000 (CIL)			
Tea kiosk, repaint		1,000		
Crazy paving, repaint		10,000		
Judds Piece, resurface				2,500
War Memorial stone repair repointing	500			
Pontoise close				
Replace safety surface under slide & frame	6,000			
Post and rail fence partial replacement	500			
Quarry face fence	2,500			
Metal Gates Betenson ave				
Perimeter wall, patch pointing	2,000 (CIL)			
		2,000		

Mount Close					
Additional play item	grant possible			10,000	
Kippington Meadow, repaint railings					3,000
St Nicholas Church,					2,000
Repointing front wall					
Path repairs by south door		2,500 (RCP 68)		3,000	
Path repairs West					4,000
Path repairs East					
Bethel Rd Cemetery					
Re-stitch crack in front wall		500 (CIL)		500	
Rear wall, replace loose copings					8,000
Hillingdon Rise play area	partial replace safety surfaces				
Littlewood	Replace rotten fence adj No75	4000 (CIL)			
Julians meadow					8,000
Partial replacement of safety surface				1,200	
Fence to Public right of way	partial replacement				
Greatness Rec		4,600 (Grant)			
Car park low fence	replace to full height			1,000 (RCP 78)	
Inner car park	resurface			6,000	
Playground safety surfaces,	partial replacement			6,000	
CCTV Replace		9,000 (RCP)		3,000	3,000
Skatelite	partial replacement				

Upper High St Gdns

Side wall to six bells lane, patch repointing

Railings, repaint

Shelter, repaint & Stain

1,000

800

500

Lower St Johns toilets

Replace water heater

Refit men's stainless eqp and tiles

Re-stain external woodwork

1,200

1,000 (RCP 123)

5,000

Timber Bus Shelters, Replace x 2 £4,000 Grant available

8,000

SEVENOAKS TOWN COUNCIL
GREATNESS PARK CEMETERY

FEES & CHARGES FROM 1 APRIL 2019
(All prices are inclusive of VAT)

TARIFF CATEGORIES

Proposed changes

	Non Resident (£)	Resident (£)
EXCLUSIVE RIGHTS OF BURIAL		
In a grave previously used for a limited period burial: The fees will be determined by deducting the fees paid at the time of such limited period burial from the full fees for the purchase of exclusive rights of burial currently in force.		
In a New Grave (For 75 years):		
Includes Certificate of Grant, entry in Register (all sites)		
Earth (Lawn section) Grave Site A	2025.00 2090.00	675.00 695.00
Earth (Lawn section) Grave Site B	1620.00 1675.00	540.00 560.00
Earth (Lawn section) Grave Site C	1200.00 1240.00	400.00 415.00
Infants (non-viable foetuses, still born children, and under 5 years)	60.00 65.00	20.00 21.00
<i>Outside spaces are surcharged 25%</i>		
Pre-purchase of Gravemarker	55.00 60.00	55.00 60.00
INTERMENT FEES (Including grave digging)		
Infant's Grave (single depth grave in infant's section)	420.00 435.00	140.00 145.00
Single depth in an adult grave (all ages)	1425.00 1470.00	475.00 490.00
Double depth in an adult grave (all ages)	1860.00 1920.00	620.00 640.00
<i>Surcharge for casket burials is double the above fees</i>		
Burials with coffins & caskets outside of normal dimensions	POA	POA
Interment of cremated remains within a Grave	225.00 235.00	75.00 80.00
OTHER FEES		
Transfer of Exclusive Rights of Burial Grant (per document)	60.00 65.00	60.00 65.00
To search Register of Burials per name (same family)	25.00 30.00	25.00 30.00
Annual Grave Maintenance-Grass Grave	90.00 95.00	90.00 95.00
Annual Grave Maintenance-Full Memorial	130.00 135.00	130.00 135.00
Turfing of old graves (at client's request)	60.00 65.00	60.00 65.00
Out-of-time burials (dependent upon availability & man-hours involved) Minimum fee	135.00 150.00	135.00 150.00
Weekend surcharge-cremated remains burial	135.00 150.00	135.00 150.00
Headstone removal prior to re-opening (standard sized memorials only, others sizes-price on request)	45.00 50.00	45.00 50.00
Headstone replacement after re-opening (standard sized memorials only, others sizes-price on request)	75.00 80.00	75.00 80.00

SEVENOAKS TOWN COUNCIL
GREATNESS PARK CEMETERY

FEES & CHARGES FROM 1 APRIL 2019

(All prices are inclusive of VAT)

	Non Resident (£)	Resident (£)
CHAPEL SERVICE		
Use of chapel (includes provision of music if required)	140.00 145.00	140.00 145.00
MEMORIAL PERMITS (EXCLUDING WALL OF REMEMBRANCE)		
Approval and placement of headstones, books, tablets, figures, crosses and stone vases up to the max height of 3 ft.	150.00 155.00	150.00 155.00
Double headstones	300.00 310.00	300.00 310.00
Additional inscriptions after first interment	105.00 110.00	105.00 110.00
Tablets, scrolls, bird baths and books up to 15 inches in height	105.00 110.00	105.00 110.00
To replace a memorial with similar or smaller memorial	35.00 40.00	35.00 40.00
Memorial removal and disposal fee	90.00 95.00	90.00 95.00
Notes to Memorial permits		
- Kerbstones and border stones are NOT permitted on grave sites: (a) for which exclusive burial rights were purchased on or after 1.11.80 (b) in Lawn Areas (whenever exclusive burial rights were purchased). - Where Memorials comprise more than one item, e.g. headstone, body and footstone, the fees for each will be charged under the respective headings above. - Memorial prices will rise above inflation to cover additional costs for inspection. - All new memorials and those removed and re-fixed will be required to have an approved anchor system fitted.		
WALL OF REMEMBRANCE		
For the right to fix a tablet to the Wall of Remembrance. Dimension of tablets to be 25.4 cm x 15.2 x 3 cm	120.00 125.00	120.00 125.00
Where there has been no interment of cremated remains but the fixing of a memorial plaque is required	690.00 715.00	230.00 240.00
Additional inscription to existing plaque	40.00 45.00	40.00 45.00

SEVENOAKS TOWN COUNCIL
GREATNESS PARK CEMETERY

FEES & CHARGES FROM 1 APRIL 2019
(All prices are inclusive of VAT)

	Non Resident (£)	Resident (£)
LAWN OF REMEMBRANCE		
Exclusive Rights for 75 years of one interment of cremated human remains in a plot 30.5 cm x 30.5 cm (with a depth of 90.0 cm x 35.6 cm) within the Lawn of Remembrance. (to include Certificate of Grant; entry in register)	510.00 530.00	170.00 175.00
Internment of ashes (digging charge)	225.00 235.00	75.00 80.00
BOOK OF REMEMBRANCE		
Memorial Roses (details entered in a Book of Remembrance)	145.00 150.00	145.00 150.00

NOTE:

Sevenoaks town residents will be entitled to pay the reduced fee upon production of proof of residency presented to the Town Clerk prior to any reduced fee being approved.

RESIDENT

A parishioner (or ex-parishioner) of Sevenoaks Town who originally resided within the Town area for 15 years or more and who at the time of his/her death had not been resident outside that area for more than 10 years).

NON RESIDENT

Any non parishioner

The Council reserves the right to levy a surcharge on any of the tariff items under special circumstances. All invoicing must be settled in full prior to permission being given by the Council for any work to be carried out in the Cemetery.

SEVENOAKS TOWN COUNCIL

GENERAL OPEN SPACES CHARGES FROM 1 APRIL 2019

CHARGES CATEGORIES

Proposed Changes

ALLOTMENTS AND LOGS (prices are inclusive of VAT)	
Bradbourne Vale Road Allotments:	
Normal size – 10 rods	£3.00 per rod wef 29-09-17
	£3.50 per rod wef 29-09-18
	4.00 wef 29.09.2019
Quakers Hall Allotments:	
Normal size – 10 rods	£2.00 per rod wef 29-09-17
	£3.50 per rod wef 29-09-18
	4.00 wef 29.09.2019
Logs:	
Full Load	£110.00 115.00
Half Load	£65.00 70.00
GROUND RENTS/LEASES	
Sevenoaks Rugby Football Club (Commenced 2012 for 7 years. Lease expires December 2019)	£3,750.00
Sevenoaks Clarendon LTC (reviewed March 2014 for next 7 years. Main lease expires March 2042)	£412.00 per annum Review March 2021
Vine Cricket Pavilion & Tea Kiosk (RPI, not compounded. 5 year reviews. Lease expires 23 September 2028)	£3,090 per annum Review 2018/2019
Vine Cricket Ground (licence commenced September 2003)	One peppercorn per annum
Sevenoaks Town Junior Football Club:	
Pitch 1(Lease expires 27 April 2021)	£1 per annum
Pitch 2 & Pavilion (Lease commenced 1 April 2005 and expires 27 April 2021). Last reviewed 2015	£520 per annum

SEVENOAKS TOWN COUNCIL
SPORTS FEES

FEES & CHARGES FROM 1 APRIL 2019

Proposed Changes

	All Day (£)	Afternoon <i>from 1.30 p.m.</i> (£)	Evening <i>from 5.30 p.m.</i> (£)
CRICKET (Summer Sport)			
Pitch hire per game inclusive of use of pavilion facilities			
Weekday games - Adults	95.00 100.00	80.00 85.00	65.00 70.00
Weekday games - Juniors	60.00 65.00	55.00 57.00	45.00 47.00
Weekend games - Adults	110.00 120.00	100.00 105.00	75.00 80.00
Weekend games - Juniors	72.00 75.00	60.00 62.00	50.00 52.00
Pitch hire per game exclusive of use of pavilion facilities			
Weekday games - Adults	60.00 65.00	50.00 55.00	40.00 45.00
Weekday games - Juniors	40.00 45.00	35.00 40.00	25.00 27.00
Weekend games - Adults	85.00 90.00	65.00 70.00	50.00 55.00
Weekend games - Juniors	55.00 60.00	45.00 47.00	35.00 37.00
SOCCER (Winter Sport)			
Pitch hire per game inclusive of use of pavilion facilities			
Weekday games - Adults		70.00 75.00	
Weekday games - Juniors		40.00 42.00	
Weekend games - Adults		90.00 95.00	
Weekend games - Juniors		50.00 52.00	
Pitch hire per game exclusive of use of pavilion facilities			
Weekday games - Adults		45.00 50.00	
Weekday games - Juniors		25.00 30.00	
Weekend games - Adults		65.00 70.00	
Weekend games - Juniors		35.00 36.00	
RUGBY (Winter Sport)			
Pitch hire per game inclusive of use of pavilion facilities			
Weekday games - Adults		100.00 105.00	
Weekday games - Juniors		55.00 60.00	
Weekend games - Adults		125.00 130.00	
Weekend games - Juniors		75.00 80.00	
Pitch hire per game exclusive of use of pavilion facilities			
Weekday games - Adults		65.00 70.00	
Weekday games - Juniors		40.00 42.00	
Weekend games - Adults		85.00 90.00	
Weekend games - Juniors		58.00 60.00	
Mini Tournaments		135.00 140.00	
Junior Training Areas		35.00 37.00	
Mens Training per hour		30.00 31.00	
Ladies Training per hour		25.00 26.00	
Outside Rugby clubs-normal fee plus		30.00 31.00	

All fees subject to VAT other than block bookings of 10 or more games which are paid in advance

SEVENOAKS TOWN COUNCIL
SPORTS FEES

FEES & CHARGES FROM 1 APRIL 2019

Proposed Changes

	All Day (£)	Afternoon from <i>1.30 p.m.</i> (£)	Evening <i>from 5.30 p.m</i> (£)
Other Uses: Use of Pavilion for Social Purposes			
including showers (minimum charge 2 hours)			
Per hour - Adults		30.00 31.00	
Per hour - Juniors		20.00 21.00	
excluding showers (minimum charge 2 hours)			
Per hour - Adults		20.00 21.00	
Per hour - Juniors		15.00 16.00	
Daily rates (7 hours)			
For Sevenoaks organisations		90.00 110.00	
For non-Sevenoaks organisations		115.00 135.00	
Fetes, Sports Meetings etc (one field plus pavilion) whole day		380.00 395.00	
Fetes, Sports Meetings etc (one field plus pavilion) afternoon and evening only		200.00 210.00	
Junior Sports Meetings (7 hours)			
Restricted Area		100.00 105.00	
One field and Pavilion		195.00 200.00	
One field		160.00 165.00	
Athletics Track by arrangement			

Sevenoaks Town Council

Open Spaces Draft Budget V.2 2019/20 (Based on 3% Uplift on 2018/19 Budget)

Prepared - 08.10.18

NB: Excl Rolling Capital and Capital Programme

NB: Excl Vine Café

NB: Incs Capital refurbishments-from rolling capital programme in Cemetery @ -£7210

NB: Incs Greensand Common Project, one off cost for Environment Agency ground water pollution survey for cemeteries (£5000) and Health Screening

NB: Look at using unused budget and reserves

SUMMARY

Cost Centre	Actual 2015/16	Actual 2016/17	Budget 2017/18	Estimate 2017/18	Actual 2017/18	Budget 2018/19	Forecast 2018/19	Draft.v1 2019/20	Draft. v2 2019/20
21 Open Spaces General									
Expenditure	206,746	254905	264779	242466	285356	286325		294916	293045
Income	(28,262)	-41703	-20635	-22400	-65901	-22950		-23638.5	-24270
Net	178,484	213202	244144	220066	219455	263375		271277	268775
22 Cemetery									
Expenditure	88,622	84258	90912	94237	92673	87200		89816	101540
Income	(72,135)	-69300	-72000	-75956	-91099	-74000		-76220	-76220
Net	16,487	14958	18912	18281	1574	13200		13596	25320
23 Allotments									
Expenditure	672	370	6072	3826	5433	7450		7674	8270
Income	(672)	-647	-4037	-3645	-4105	-4030		-4151	-6000
Net	0	-276	2035	181	1328	3420		3523	2270
26 Street Lighting									
Expenditure	21,328	20399	22959	28164	27209	29868		30764	30764
Income	(4,424)	-5127	-8280	-10336	-10490	-8421		-8674	-8674
Net	16,904	15272	14679	17828	16719	21447		22090.4	22090
29 Vine Grounds									
Expenditure	27849	25093	30981	24112	22101	28885		29751.6	25545
Income	(5,395)	-7540	-7469	-7469	-5184	-6932		-7139.96	-5800
Net	22,404	17554	23410	16541	14517	21953		22611.6	19745

Repairs and general maintenance	5410	1218	592	1500	687	1498	0	1500	1500	1500
Capital refurbishments-from rolling ca	5412						-14000	0	0	
CIL Spend	5413									
Equipment - Hired & New	5500	7050	14874	7874	7874	6857	0	8000	8000	8000
Equipment Maintenance (incl tractor)	5525	7171	7650	7650	7650	8448	0	8000	8000	8240
Vehicle expenses (incl vans)	5550	2437	3324	3324	3324	2681	0	3502	3400	3400
Fuel	5700	5691	8303	7000	5954	5500	0	6180	6180	6180
Rent, Rates & Water	6000	902	2500	1250	1354	1250	0	1500	1550	1550
Light Heat and Cleaning	6010	1064	1482	2000	2000	2240	0	2101	2100	2100
Telephone	6101	211	173	200	176	206	0	206	200	200
Mobile Telephone	6104	75	65	400	400	154	0	309	300	300
Printing and stationery	6200	67	0	0	0	0	0	0	0	0
Postage & courier	6210	22	0	0	0	0	0	0	0	0
Computers and database	6240	0	0	0	0	0	0	0	0	0
Furniture/equipment	6281	66	0	0	0	0	0	0	0	0
Recruitment Costs	6315	88	0	0	0	0	0	0	0	0
Staff Training	6320	2470	2433	2500	2500	2078	0	2575	2500	2500
Welfare/hospitality	6330	249	174	200	118	114	0	206	1000	1000
Subscriptions and professional fees	6730	45	177	200	191	141	0	206	200	200
Road Dues - Oakhill Rd/Woodside	6812	1888	1440	2000	2000	1447	0	2060	2000	2000
Bus Shelter Maintenance	6851	0	0	168	168	317	0	175	170	170
Sundry Expenses	6900	-1594	22	100	100	107	0	103	100	100
Health & Safety/ Risk Assessments	6922	315	843	750	1500	664	0	1500	1500	1500
Alarm maintenance	6930	748	873	700	700	812	0	721	720	720
CCTV Maintenance	6931	675	1000	1100	1100	770	0	1236	1200	1200
Waste collection - Dog bins	6934	1747	2384	2700	2700	2457	0	2781	2800	2800
Waste collection and disposal - Bins	6935	3405	4053	3570	3570	4631	0	4120	4100	4100
Protective clothing	6952	1379	1455	1250	1250	1331	0	1442	1400	1400
Greensands Common project										1500
EXPENDITURE		206746	254905	264779	242466	285356	286325	294916	293045	
Letting and Hire of Facilities	1022	-25010	-23653	-17735	-20000	30694	-20000	-20600	-20600	

1316	Raleys car park	-1171	-1654	-1000	-500	1823	-1030	-1061	-1750
1330	Forestry commission grants	0	0	0			0	0	
1350	Grant Income		-13630			28933		0	
1550	insurance Claims	-596	0			3011		0	
1850	Log Sales	-969	-997	-1200	-1200	832	-1200	-1236	-1200
1990	Sundry Income	-516	-1769	-700	-700	608	-720	-742	-720
2012	CIL income allocation							0	
2003	Asset/Equipment Sales							0	
	INCOME	-28262	-41703	-20635	-22400	65901	-22950	-23639	-24270
	NET EXPENDITURE	178484	213202	244144	220066	219455	263375	271277	268775

GREATNESS CEMETERY Cost Centre 22

Ref.	Actual 2015/16 £	Actual 2016/17 £	Budget 2017/18 £	Estimate 2017/18 £	Actual 2017/18 £	Budget 2018/19 £	Forecast 2018/19 £	Budget 2019/20 £	Budget v2 2019/20 £
4010	56290	53935	58916	59936	60706	0		61800	67100
4270	5516	6129	3835	5172	5234	0		6077	5900
5210	163	126	166	134	292	0		175	200
5230	163	171	166	166	131	0		175	170
5410	2600	0	2600	2600	1809	0		1030	1000
5412						-7000		-7210	-7210
5500	1831	1868	2102	2102	2044	2140		2204	2200
5525	2310	2356	2356	2356	2340	2400		2472	2500
5700	893	730	911	911	796	900		927	950
6000	5500	5610	5610	5610	4585	5700		5871	5900
6010	1200	1224	1200	1200	845	1200		1236	1200
6101	704	624	718	718	733	730		752	730
6104	30	50	31	31	83	40		41	100

Gross Pay - Administration	4010	0	0	2500	2500	2390	3300	3399	4050
Employers Pension Contribution	4270	0	0	285	285	0	500	515	500
General Maintenance	5410	422	125	1559	250	981	1590	1638	1600
Rent Rates & Water	6000	250	245	1728	491	1393	1760	1813	1820
QH Allotment Costs	6002					669			
Health & Safety/ Legal Advice	6922			0	300		300	309	300
EXPENDITURE		672	370.42	6072	3826	5433	7450	7674	8270
BV Rental Income	1010	-672	-647	-832	-700	-894	-880	-906	-1000
QH Rental Income	1047			-3205	-2945	-3211	-3150	-3245	-5000
INCOME		-672	-647	-4037	-3645	-4105	-4030	-4151	-6000
NET EXPENDITURE		0	-276	2035	181	1328	3420	3523	2270

Note : QH Income to be revised up to £5200.

STREET LIGHTING AND GENERAL Cost Centre 26

Ref.	Actual 2015/16 £	Actual 2016/17 £	Budget 2017/18 £	Estimate 2017/18 £	Actual 2017/18 £	Budget 2018/19 £	Forecast 2018/19 £	Budget 2019/20 £	Budget 2019/20 £
Public Clock Maintenance	6861	370	654.09	563	563	314	1000	1030	1030
Street Lighting	6862	12152.99	9540	12396	12396	13208	12644	13023.3	13023
In Bloom Costs	6865	8805	10205	10000	15205	13687	16224	16710.7	16711
EXPENDITURE		21327.99	20399.2	22959	28164	27209	29868	30764	30764
Street Lighting - recharges	1263/	-3428.76	-4577.41	-7056	-7056	-1400	-7197	-7412.91	-7412.9
Street Lighting - Income	1990/	-995	-550	-1224	-3280	-3830	-1224	0	0
In Bloom - Contributions		-4423.76	-5127.41	-8280	-10336	-10490	-8421	-1260.72	-1260.7
INCOME								-8673.63	-8673.6
NET EXPENDITURE		16904.23	15271.8	14679	17828	16719	21447	22090.4	22090.4

OPEN SPACES & LEISURE -VINE GROUNDS Cost Centre 29

Ref.	Actual 2015/16 £	Actual 2016/17 £	Budget 2017/18 £	Estimate 2017/18 £	Actual 2017/18 £	Budget 2018/19 £	Forecast 2018/19 £	Budget 2019/20 £	Budget v.2 2019/20 £
Gross Pay	8393	7513	8743	7826	7994	8250		8497.5	8500
Employers Pension Contribution - gen	438	454	459	474	476	500		515	515
Vine Area -Gen. Maintenance (was CC 5010)	2562	2281	3329	2770	4127	3400		3502	3500
Property maintenance (from rolling cā			0	0		0		0	
Maintenance - Tea Kiosk (was CC39)	0		0	0		0		0	100
Maintenance - Vine Club (was CC39)	540		0	0	0	0		0	
Vine Public Conveniences (was CC21)	6117	9696	12242	6624	1376	12000		12360	8000
Repairs & General Maintenance						0		0	
Capital Refurbishment (from rolling cā						0		0	
Equipment Hired & New	2165		0	0		0		0	
Rent, rates & water	128		684	684	634	700		721	720
Light & heat	53		55	65	80	65		66.95	120
Printing & Stationery	280		0	0		0		0	
Recruitment costs	525		0	0		0		0	
Staff Training	72		0	0		0		0	
Food Fair	484		0	0	941	0		0	
Welfare / Hospitality	17		0	0		0		0	
Goods for resale	400		0	0		0		0	
Publicity		240	255	255	574	250		257.5	250
Professional Fees Licensing	70	70	102	102	0	100		103	100
Summer concerts (was CC26)	3730	4091	4500	4500	4068	3000		3090	3100
Health & safety	766		0	0		0		0	
Special Events					998				
CCTV Maintenance	556	749	612	812	833	620		638.6	640
Protective Clothing	422		0	0		0		0	

Vine Café Credit card charges	6976	25			0	0			0	
Insurance	1020	106			0	0			0	
Expenditure		27849	25093	30981	24112	22101	28885		29751.6	25545
Arts & Crafts stalls income (was CC26)	1022	-50	0	-102	-102	-2400	0		0	
Other events net income	1208	-1544	-3512	-3060	-3060	-1337	-3152		-3246.56	-2000
Sale of Goods/Income other events	1211	-316	-10	0	0	-417	0		0	
Rental income - Pavilion & Kiosk (was	1805	-2316	-3090	-3090	-3090	-3090	-3180		-3275.4	-3180
Rental income - Band Practice Rm (was	1806	0		0	0		0		0	
Vine Club Insurance Contrib. (was CC2	1870	-1219	-928	-1319	-1319	-340	-600		-618	-620
INCOME		-5395	-7540	-7469	-7469	-5184	-6932		-7139.96	-5800
NET EXPENDITURE		22404	17554	23410	16541	14517	21953		22611.6	19745