

BASLOW AND BUBNELL PARISH COUNCIL

Clerk: Sarah Porter

Phone: 01629 732365

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Web: www.baslowbubnell-pc.org/

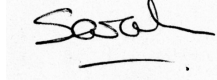
12th January 2016

Dear Councillor,

You are summoned to attend the ordinary meeting of Baslow and Bubnell Parish Council on **19th January 2016 at 7.30pm at the Baslow Methodist Hall.**

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet for items other than Disclosable Pecuniary Interests (DPI). These will be available at the meeting.

Yours sincerely,



Sarah Porter

AGENDA

PART 1 – NON CONFIDENTIAL ITEMS

- | | <i>Report / Action Required</i> |
|--|---|
| 1. Apologies for absence | To note |
| 2. Declaration of Members Interests and including for dispensations from members on matters in which they have a Disclosable Pecuniary Interest Please Note: a) Members must ensure that they complete the Declarations of Interest sheet prior to the start of the meeting in respect of items other than Disclosable Pecuniary Interests and must indicate the action to be taken (i.e. to stay in the meeting, to leave the meeting or to stay in the meeting to b) make representations and then leave the meeting prior to any consideration or determination of the item)/ Where a Member indicates that they have a prejudicial interest, but wish to make representations regarding the item before leaving the meeting, those representations must be made under item (c) of Public Speaking. The Declarations of Interests for matters other than Disclosable Pecuniary Interests will be read out from the Declaration Sheet – Members will be asked to confirm that the record is correct. | To note |
| 3. Public speaking a) A period of not more than 10 minutes will be made available for members of the public and Members of the Council to comment on any matter. 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. c) Members declaring an interest other than a Disclosable Pecuniary Interest who wish to make representations or give evidence under the National Association of Local Councils' (NALC) Code of Conduct shall do so at this stage. | To note and action |
| 4. To approve the Minutes of the Meeting held on 17 th November 2015 | To approve |
| 5. To determine which items if any of the Agenda should be taken with the public excluded. If the Council decides to exclude the public it will be necessary to pass a resolution in the following terms: - Item no x 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 item Item no y. This item title will then be the item to be discussed with press and public excluded | |
| 6. Matters Arising (actions from previous meetings to note – non decision making): <ul style="list-style-type: none">• Robin Hood Footpath• Planning• Suggestions from residents• Playground and Burial Ground• Working Parties• Gate Post on School Lane• OVO Energy Trees | Agenda Item 8 Agenda Item 7 Agenda Item 8 Agenda Item 9 Agenda Item 10 Agenda Item 8 Agenda Item 10 |
| 7. Planning Applications New: <ul style="list-style-type: none">• NP/DDD/1215/1211 – Holmcroft, Over Lane, Baslow – Erection of shed and extension of existing shed• 3138958 (appeal) - Gorse Hill, Gorse Bank Lane, Baslow - Removal of Condition 3 of planning approval NP/DDD/0415/0344 (appeal)• NP/DIS/1215/1145 and NP/DIS/1215/1146 - Greenhead Cottage, Bar Road, Baslow - Discharge of condition 3 and 4• NP/DDD/1015/0950 - 9 Low Meadows, Over Lane, Baslow - Erection of tool store• NP/DDD/1115/1082 - Brooklands, Eaton Place, Baslow - Conservatory to rear of house Existing: | Clerk To discuss To note To note To discuss To discuss |

- NP/DDD/1115/1032 - Bubnell Hall, Bubnell Lane, Baslow - Listed building consent - alterations and change use from outbuilding sports room to ancillary office.
- NP/DDD/1015/1017 and NP/DDD/1015/1018 - Corner Cottage, 2 School Lane, Baslow - Conversion of outbuildings to ancillary holiday accommodation and store and listed building consent – Granted conditionally
- NP/DDD/0915/0860 – 3 Wheatlands Lane, Baslow – Proposed vehicular/pedestrian access and driveway - Refused
- NP/DDD/0915/0880 – Wyndham, Derwent Drive, Baslow – Replacement of conservatory with a garden room – Granted conditionally
- NP/DDD/0915/0815 - Bubnell Hall, Bubnell Lane, Baslow - Change of use of outbuilding to an ancillary office
- NP/DDD/1015/0955 - 14 Eaton Drive, Baslow - Relocation of porch; rear extension; roof line to be altered and re-roofed in slate; dormer window altered; velux windows added; new windows throughout house – Granted conditionally
- NP/DIS/1015/0939 - Greenhead Cottage Bar Road Baslow - Discharge of condition 2 on NP/DDD/0715/0632 – Condition discharged
- NP/DDD/0915/0884 - 8 Low Meadows, Over Lane, Baslow - Rear conservatory – Granted conditionally
- NP/DDD/0915/0824 - Redbourne Cottage, White Lodge Lane, Baslow - Two storey side extension to detached dwelling over and to the rear of existing garage - Refused
- NP/DDD/1015/0940 – One Gable, Calver Road, Baslow – Single storey rear extension, replacement garage and landscaping – Granted conditionally

Enforcement:

- Storage container in field

8. Suggestions from residents:

- | | |
|---|-------------|
| • Public toilet smell | Cllr Hobson |
| • Traffic and parking concerns – Signage and stickers on bins, Bubnell Lane | Clerk |
| • Footpath from Robin Hood Carpark (Eastern Moors) on to Birchens Edge | Clerk |
| • More Defibrillator training | Clerk |

9. Playground and Burial Ground Inspections

- | | |
|---|------------|
| ➤ Issues from latest inspections? | To discuss |
| ➤ Playground | |
| ➤ Burial Ground: | |
| ○ Memorial Repairs – Letters have been sent and only one confirmation that the memorial will be repaired. What should happen about the other 2? | To discuss |
| ○ Sunken Grave – The grave digger will fill in when next at the site. | To note |
| ○ Burial Ground software – quotes have been requested but nothing returned. | To note |
| ○ New Burial Ground provision | To discuss |
| ○ Burial Ground Rules and Regulations | To discuss |

10. Working Party and General Updates:

- | | |
|--|-----------------------|
| • Bench Inspection | |
| ○ Metal benches – Clerk has tried to contact 3 companies. One is quoting for repairs and has been chased | To note |
| ○ Donated benches - Clerk is working on this | To note |
| • New Playground/Recreation Area – | |
| ○ Heads of Terms agreement with the Sportsfield and Council is with the Solicitor | To discuss |
| ○ Planning | |
| ○ Grants – Awards for All and Duke of Devonshire Charitable Trust grant applications have been submitted. | |
| • Communication – | |
| ○ Website – The new website is now live. How to promote and encourage use by businesses? | Cllrs Dawson and Keen |
| ○ Parish Update – Written and printed. Now needs delivering! | Clerk |
| • Community Orchard – Nothing to report this time | |
| • Footpaths | |
| ○ Footpath behind Cavendish Hotel – has been sprayed but Pete Lownds is checking it again | To note |
| ○ Footpath behind Robin Hood – Clerk met DCC and the Ramblers Association in December. DCC already has a plan to add a footpath from the car park to the existing path. Clerk has asked to be kept informed. | To note |
| ○ Cllr Dalrymple-Smith has inspected all the footpaths | Cllr Dalrymple-Smith |
| • BEST – | |
| ○ Defibrillator signs –Plaques for units ordered and will be installed once received (delay from supplier) | To note |

11. Finance and Administration including Working Party Update:

- | | |
|---|---------|
| • Pension – A scheme has now been set up with NEST and a direct debit mandate | To note |
|---|---------|

needs signing. It is free and only funds will be taken for contributions as the Clerk is not eligible for the scheme and can opt in but it will only be her who contributes. She has opted out at the moment!

- Ground Maintenance contract – Put out to tender with a closing date of 21st January To note
 - Audit – the rules for auditing has changed and DALC have introduced a Sector Led Audit scheme to be looked at under Item 15 To note
 - Budget for 2016-2017 – Appendix B. Added Council Tax Grant. To approve
 - S137 Requests:
 - £1,000 for Baslow Sportsfield - £500 for Sportsfest and £500 for regeneration of the changing room To discuss
 - Accounts to 11th January 2016 – Appendix C To note
 - New expenditure to approve: To approve
 - Cheque 1257 – Clerk Pay and Expenses - £499.18
 - Cheque 1258 – S137 – Village Hall Ladder - £130 (Total cost £520)
 - Cheque 1259 – New website - £1,163.98
 - Expenditure to note: To note
 - Cheque 1265 – Clerk Pay and Expenses - £484.18
 - Cheque 1266 – Christmas lights - £905.60
 - Cheque 1267 – HMRC - £100
 - New income to note: To note
 - Winter Festival - £905.60
 - Interest - £3.24 deposit account
 - Internment - £200
 - Burial Ground - £300
12. Correspondence:
- Tree Holder on Baslow Green approved, DCC To note
 - Area Community Forums - Southern – Wednesday 3 February – Community Room, Ashbourne Leisure Centre, Northern - Wednesday 17 February – Agricultural Business Centre, Bakewell and Central – Tuesday 23 February – Town Hall, Matlock. All begin at 7 pm. To attend?
 - Clerks and Councils Direct magazine To read
13. Feedback from Meetings and Training:
- None
14. For information
- None
15. DALC Circulars:
- Sector Led Audit Body To discuss
 - Circular 26 - 2015 - LIAS - Housing - CPRE Report & Spending Review -Revised LTNs - Your Agenda - Transparency Fund - Auto Enrolment To note
 - Circular 27-2015 - Local Council Award Scheme & Review - NALC Website update - Smaller Authorities' Audit - Provisional Local Government Financial Settlement - Spring Seminar 2016 - Training Events 2016 - DALC Subscriptions 16-17 - Managing Employee's Performance
 - Circular 01-2016 - Summary of important elements of 2015 circulars
16. Reading (circulated by email): All to be read
- Media Releases from Derbyshire Dales District Council
 - Rural Matters Newsletter
 - Rural Services Network Bulletins
 - Rural Opportunities Newsletter
 - Weekly Rural News Digest
 - Rural Opportunities Bulletins and Press releases - Rural Services Network
 - Friend of the Peak District Newsletter
17. Any Other Business which the Chair considers to be of urgency

DATES OF FUTURE MEETINGS - All meetings held at 7.30pm in the Methodist Hall - MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

- 16th February 2016
- 15th March 2016
- 19th April 2016
- 17th May 2016
- 21st June 2016
- 19th July 2016
- 20th September 2016
- 18th October 2016
- 15th November 2016

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MINUTES

For the meeting held on 17th November 2015 in The Methodist Hall, Baslow

| | | | | |
|-----------------------------|--|-------------------------------|---------------------|---|
| Councillors present: | Christopher Brown David Dawson Joanne Keen | Jane Buckham Richard Clark | Apologies: | Cllr David Dalrymple-Smith Cllr Malcolm Roper Cllr Jo Wild (DCC) PCSO Ian Phipps |
| Others: | Cllr Susan Hobson (DDDC) Mike Woffenden Sarah Porter | | Not present: | |

PART 1 – NON CONFIDENTIAL ITEMS

*Report / Action
Required*

1. There were apologies for absence received from Cllr David Dalrymple-Smith, Cllr Malcolm Roper, Cllr Jo Wild and PCSO Ian Phipps.
 2. There was 1 declaration of Members Interests linked to the S137 application on Item 11 from Cllr Keen.
 3. Public speaking
 - Cllr Kath Potter –
 - Will support the Parish Council in getting a meeting with the Chief Executive of Peak Park regarding the requirement for planning on the Woodland Play Area.
 - Recommends that Councillors read the minutes from Friday 6th November ARP Committee meeting Agenda Item 6 as it has implications for all Parish Councils. All
 - Cllr Susan Hobson – Nothing to say this time.
 - Mike Woffenden – Here wearing two hats as a neighbouring resident and Chairman of the History Group regarding the gatepost on school lane which was knocked down earlier in the year and is for discussion on Item 12. It is highly likely it is one of the old village gateways for the pinfold. Cllr Dalrymple-Smith feels that they have been repositioned when school lane was built. Mike would like to see them replaced and wondered whether the Parish Council would consider reinstating it. He is happy to assist in this financially up to about £250. It could even include a plaque. Alternatively collect it back and put it somewhere else in the village such as the Community Orchard. The second gatepost is still in situ.
 - Police – PCSO Phipps has been off work due to a work related accident. He is now back but unable to drive. The Clerk read an email from him:
 - Since 11/09 there have been the following calls for service:
 - 2 re Slippery Road
 - 1 re Broken Down Vehicle
 - 1 re Alarm Sounding
 - 3 re Transport
 - 2 re Suspicious Activity
 - 1 re Dangerous Driving
 - 1 re Drunk Driver
 - 1 re Bogus Caller
 - 3 re RTC (Road Traffic Collision)
 - 1 re Domestic Incident
 - 2 re Wildlife
 - 1 re Concern for Safety
 - 1 re Sheep in Road
 - 1 re Sudden Death (not suspicious)
- Also as a result of the Safe Drive Operation conducted in Baslow in September the following offences were dealt with:
- 3 x Driving licence
 - 1 x Insurance
 - 2 x Section 165 - relates to insurance documentation
 - 3 x Exceed speed
 - 15 x Seat belts
 - 16 x Mobile Phone
 - 4 x MOT
 - 8 x PG 9 - Some with defects so serious the vehicle not allowed to

Chairman's Signature Date.....

- continue without repair or recovery
- 4 x Lighting
- 5 x Tyres
- 1 x Excessive oil leak
- 4 x Reg Plates
- 1 x Tintman
- 1 x Suspension defect
- 1 x Trailer defect

4. The Minutes of the Meeting held on 20th October 2015 were approved.

5. There were no items from Part 1 of the Agenda which should be taken with the public excluded.

6. Matters Arising (actions from previous meetings):

- Robin Hood Footpath – Cllr Wild has liaised with Angela Greatorix and there are cost implications of between £1500 and £2000. She will come out and give pre-application advice for free. She is still establishing the land owner as they would probably be required to pay for this. The Parish Council supported this pre-application meeting happening
- Training – Cllrs Roper, Keen and Buckham are booked in on 25th February 2016
- Planning was discussed under Item 7
- Suggestions from residents were discussed under Item 8
- Playground and Burial Ground were discussed under Item 9
- Working Parties were discussed under 10
- Electoral roll has been requested

Clerk

7. Planning Applications

Clerk

New:

- NP/DDD/1115/1032 - Bubnell Hall, Bubnell Lane, Baslow - Listed building consent - alterations and change use from outbuilding sports room to ancillary office. – There were no comments on this.
- NP/DDD/1015/1017 and NP/DDD/1015/1018 - Corner Cottage, 2 School Lane, Baslow - Conversion of outbuildings to ancillary holiday accommodation and store and listed building consent – There were no objections to this but a comment to be made about the glazed door being in keeping.
- NP/DDD/0915/0824 - Redbourne Cottage, White Lodge Lane, Baslow - Two storey side extension to detached dwelling over and to the rear of existing garage – resubmitted – There were no comments on this.

Existing:

- NP/DDD/0915/0860 – 3 Wheatlands Lane, Baslow – Proposed vehicular/pedestrian access and driveway
- NP/DDD/0915/0880 – Wyndham, Derwent Drive, Baslow – Replacement of conservatory with a garden room
- NP/DDD/0915/0815 - Bubnell Hall, Bubnell Lane, Baslow - Change of use of outbuilding to an ancillary office
- NP/DDD/1015/0955 - 14 Eaton Drive, Baslow - Relocation of porch; rear extension; roof line to be altered and re-roofed in slate; dormer window altered; velux windows added; new windows throughout house
- NP/DIS/1015/0939 - Greenhead Cottage Bar Road Baslow - Discharge of condition 2 on NP/DDD/0715/0632
- NP/DDD/0915/0884 - 8 Low Meadows, Over Lane, Baslow - Rear conservatory
- NP/DDD/1015/0940 – One Gable, Calver Road, Baslow – Single storey rear extension, replacement garage and landscaping
- Rutland Arms – Granted conditionally.

Enforcement:

- Storage container in field

8. Suggestions from residents:

- Rubbish in bus stop – this seems to be linked to the wind and is hard to solve.
- Public toilet smell – These should have been decorated at the end of October but don't think they have been. Cllr Hobson to check on this.
- Traffic and parking concerns:
 - Police Speed Safety team have ceased all training until the new year so CSW Training will not be until 2016. Could approach another team within the Police to undertake this but PCSO Phipps recommends we don't.
 - There has been a request some more signage and stickers on bins. This was discussed. Signage is difficult as needs permission from Peak Park and Derbyshire County Council. It was agreed to send a request to residents via the Parish Magazine and email group as to whether bin stickers would be used.

Cllr Hobson

Clerk

- The Clerk has been chased about extending the double yellow lines on School Lane. She has asked them to contact the County Council.
- Footpath from Robin Hood Carpark (Eastern Moors) on to Birchens Edge was discussed under Item 6.

9. Playground and Burial Ground Inspections

- Issues from latest inspections?
 - Burial ground has a sunken grave. Clerk will contact the grave digger. Clerk
 - Cllr Buckham will inspect the playground and Cllr Roper the burial ground Cllr Buckham and Cllr Roper
- Playground
 - Fence repair – Cllr Roper has done an excellent job.
 - Tyre has been removed
 - What to do with the area once Woodland Project developed. Clerk has not moved this on as wonder whether this should be asked as part of an article about how the project is going? This was agreed. Clerk
- Burial Ground:
 - Tree work – Completed
 - Memorial Inspection – Letters have been sent. One confirmation that the memorial will be repaired but this may be early next year.

10. Working Party and General Updates:

- Bench Inspection
 - Metal benches – Clerk has tried to contact 3 companies. One is quoting for repairs Clerk
 - Donated benches - Clerk has yet to contact the donors. Will aim to do in December Clerk
- New Playground/Recreation Area –
 - Meeting of working party – Cllr Dawson updated the Parish Council on the meeting which was prior to this.
 - Heads of Terms agreement with the Sportsfield the solicitor is going to comment on this when he returns from his leave.
 - Equipment update – 3 out of 4 expected quotes have been received. One is not on brief at all. The other 2 both follow the brief. One is comprehensive and one is more basic but the costs are similar.
 - Bike area has had quotes and the best is £15,000 Clerk
 - The hedge laying and fencing will be done in December
 - Grants are now being applied for by the Clerk Clerk
 - Planning – Clerk has been told the Council needs change of use permission. She is seeking a meeting with the Chief Executive. Clerk
- Communication –
 - Website – Update from meeting on 6th November – Website should be populated for checking by late November with a view to having a soft launch in December with a full launch in the new year once businesses have signed up too.
 - Village Newsletter door drop – In light of the play area update, the potential increase in the precept and the website. Clerk
- Community Orchard – Nothing to report this time
- Footpaths
 - Footpath behind Cavendish Hotel has still not been sprayed.
 - Cllr Dalrymple-Smith has inspected all the footpaths and will report to January's meeting
- BEST –
 - Defibrillator signs – Now in noticeboards and public buildings. Plaques for units ordered and will be installed once received

11. Finance and Administration including Working Party Update:

- Pension – Clerk clarified whether one scheme can be set up for Baslow and Bubnell and Rowsley Parish Councils. Sadly not. Clerk has signed up to the Public Service Toolkit to assist in applying. Clerk
- Ground Maintenance contract – The previous specification was discussed. All the footpaths that form the Footpath Grant will be added along with spraying the new woodland area. This will be circulated by email for approval before going out to tender. Clerk
- Clerk pay has increased to £11 per hour following 2 years' service. It was also agreed to pay her in December and August to avoid additional charges.
- Draft Budget for 2016-2017 – This was discussed and it was agreed to consider a 3% increase to the precept. Clerk
- S137 Requests:
 - Baslow Players – Loft hatch and ladder at the Village Hall to access costumes and props. Estimated cost £600-£700. Village Hall may pay half the costs. It was Clerk

- agreed to pay 25% of the cost up to £150.
- Accounts to 10th November 2015 were approved.
- New expenditure approved:
 - Cheque 1257 – Clerk Pay and Expenses - £553.59
 - Cheque 1258 – Methodist Chapel Hire - £168
 - Cheque 1259 – Burial Ground Bin - Jean Clay - £100
 - Cheque 1260 – Burial Ground clearance - £240
 - Cheque 1261 – Old Ford gate - £365
 - Cheque 1262 – Play Area training - £45
 - Cheque 1262 – Play Area lease - £514 (VAT £79)
 - Cheque 1263 – S137 request – Baslow Winter Festival - £700
 - Cheque 1264 – Clerk Pay and Expenses - £484.18
- Expenditure noted:
 - Cheque 1255 – Community Orchard tree replacement - £40
 - Cheque 1256 – Rospa BMX track planning guide - £12.50
- New income noted:
 - VAT - £1,563.69
 - Interest - £1.88 deposit account
 - Burial Fees – Additional memorial inscription and internment - £230
 - Reimbursable expenditure - £999

Clerk

12. Correspondence:

- Have your say on the County Council budget – for individuals to complete.
- Baslow Charity Trustees Membership – Cllr Richard Clark to stand on again.
- CPRE Peakland Guardian was noted
- Gate Post on School Lane – There was a discussion about what to do. There was a suggestion that the posts could both be positioned in the new Woodland Play Area. It was agreed to get a quote to reinstate the post and also to move both gates to another location. Cllr Dawson will talk this through with Mike Woffenden.

Clerk
Cllr Dawson
- Derbyshire Law Centre Annual General Meeting - 18 November 2015
- Resignation of Cllr Sarah Reid – Now have 3 vacancies and there needs to be 5 to be quorate. Clerk has arranged a thank you for Cllr Reid.
- OVO Energy Free Trees For All – Clerk will express an interest and send to Cllr Dawson and Doreen Gridley.

Clerk

13. Feedback from Meetings and Training:

- None

14. For information

- Recycling Bank Consultation
- Baslow Bridge Road Closure on 30th November

15. DALC Circulars:

- Derbyshire Association of Local Councils - Annual Executive Meeting and AGM - 10 November 2015
- Derbyshire Association of Local Councils - Annual Report 2014-2015

16. Reading (circulated by email):

- Media Releases from Derbyshire Dales District Council
- Rural Matters Newsletter
- Rural Services Network Bulletins
- Rural Opportunities Newsletter
- Weekly Rural News Digest
- Rural Opportunities Bulletins and Press releases - Rural Services Network

17. Any Other Business which the Chair considers to be of urgency

DATES OF FUTURE MEETINGS - All meetings held at 7.30pm in the Methodist Hall - MEMBERS OF THE PUBLIC ARE WELCOME TO ATTEND

- | | | |
|----------------------------------|------------------------------|-----------------------------------|
| • 19 th January 2016 | • 17 th May 2016 | • 20 th September 2016 |
| • 16 th February 2016 | • 21 st June 2016 | • 18 th October 2016 |
| • 15 th March 2016 | • 19 th July 2016 | • 15 th November 2016 |
| • 19 th April 2016 | | |

BASLOW & BUBNELL PARISH COUNCIL BURIAL GROUND

RULES, REGULATIONS AND FEES

RESPONSIBILITIES

1. Responsibilities are shared between the following:
 - a. The Proprietor – The proprietor is the person who has acquired the exclusive right of burial or their descendants, together with the right to erect a memorial on the plot. He or she is responsible throughout the lifespan of the memorial for its general condition and stability.
 - b. The Mason/Erector – The mason/erector, having been commissioned by the proprietor, has a duty of professional care and must abide by the regulations laid down by the landowner. The memorial must be set securely and be of merchantable quality.
 - c. The Landowner – The Parish Council (Burial Authority) is holding private property in a public area and has overall responsibility for the safety of visitors, even those with malicious intent. The landowner has ultimate control of what goes onto the land and the rules governing its upkeep.

No burial shall take place, ashes be scattered or memorial placed without the permission of the Clerk to the Burial Authority.

APPLICATIONS

2. Applications for exclusive right of burial are to be made to the Clerk to the Burial Authority. Applicants are to receive the duplicate copy of the Grant of Exclusive Right of Burial duly signed by the officer appointed for this purpose. Grave spaces are to be allocated in numerical order in accordance with the plan of the burial ground and can be purchased or reserved in advance in special circumstances.
3. Applications for interment are to be made to the Clerk to the Burial Authority.
4. Applications for erection of headstone and additional inscriptions are to be made to the Clerk to the Burial Authority, and designs submitted for approval before work is put in hand. Applicants should be aware that no monument, gravestone or tablet can be erected unless a Grant of Exclusive Right of Burial has been made. In the case of any disagreement with the Clerk's decision then it will be referred to a full meeting of the Parish Council whose decision shall be final.

RULES FOR THE PROPRIETOR

5. The following rules must be observed by the proprietor:
 - a. The proprietor is responsible throughout the lifespan of the memorial for its general condition, upkeep and stability.
 - b. Headstones shall not exceed 2 feet 6 inches in height. Reconstructed stone is not permitted; polished black or grey stone or local gritstone is the preferred material. All vertical memorials shall be sited not less than 610mm (2 feet) from the edge of the grave and in any case will not be installed until the ground of the filled in grave has stabilized. Normally 6 months should be allowed for this (not normally necessary for 'ashes' memorials). No 'ashes' memorial shall be higher than 610mm (2 feet) and width 460mm (18ins) above ground level.
 - c. The preferred memorial design is for a simple vertical stone mounted on a plinth of the same stone. However, as an alternative, a simple horizontal stone tablet inset into the ground in line with other headstones will be permitted. Kerbs to grave plots are not allowed. **Inscriptions must be in good taste and not be offensive. Photographs may not be incorporated into memorials.**
 - d. The memorial must rest on a sub base of concrete or similar material sunk into the ground and be at least 50mm (2ins) wider all round than the plinth. The vertical headstone shall rest on a plinth of sufficient width to provide a stable support. The headstone shall be keyed to the base with two stainless steel tubes minimum 13mm (½in) wide and 150mm (6ins) long.

- e. It is the responsibility of the person who commissions the erection or is deemed the owner of a memorial to maintain the memorial in a safe condition. All memorials shall have a permanent mark identifying the monumental mason supplying the memorial (this will normally be on the rear of the plinth).
- f. The burial ground shall be maintained in a level condition without any permanent earth mounds.
- g. Real flowers and small planters can only be placed on graves. No lights or other memorabilia may be kept on the grave.
- h. No body shall be buried, or human remains interred or scattered, in or over any grave in which an exclusive rights of burial for the time being subsists except by, or with the consent in writing of the owner of the right. This shall not extend to the body or remains of:
 - i. The person who immediately before his death was the owner of the right;
 - ii. Any other person specified in the deed of grant or in any endorsement thereon made at the request of the owner by the Clerk of the Burial Authority.

RULES FOR THE LANDOWNER

- 6. The landowner is the steward of the burial ground with ultimate responsibility for maintenance and safety. In pursuance of this responsibility, the landowner must:
 - a. maintain a register of all burials in accordance with current regulations;
 - b. ensure that the proprietor abides by the rules laid down;
 - c. possess adequate insurance to cover accidental, storm, vandal and other damage;
 - d. ensure that printed regulations laying out the rules and responsibilities are made available to funeral directors and clients.
 - e. carry out an inspection of all monuments shall be made every five years to ensure that they are stable and do not pose a risk to any person in the burial ground. The date and result of this inspection and actions taken shall be recorded by the Burial Clerk.
 - f. maintain the burial ground. The branches of trees overhanging the burial ground shall be kept pruned to allow a minimum headroom of at least 2750mm (9 feet). The paths and spaces between rows of memorials shall be kept clear of anything that could be a hazard to a pedestrian. The Parish Council will arrange for an appropriate number of grass cuts to be made to the Burial Ground during the growing season. The Council cannot be held responsible for any damage to plants growing in a grave area. The Parish Council will arrange for the rubbish bin at the Burial Ground to be emptied on a regular basis.
- 7. The landowner may take such action as is necessary to ensure the observance of regulations. This may include the removal of any object deemed to be unsuitable or inappropriate.

HEALTH AND SAFETY IN THE BURIAL GROUND

- 8. Dug and partly dug graves prior to interment shall be kept securely covered when not being worked. Graves shall be dug not more than 2 days before interment unless prior notice is given to the Burial Clerk who shall ensure that the open grave is safely secured. This is especially important in wet weather when the ground may not be stable.
- 9. If anything appertaining to a grave is deemed to be of an immediate hazard then an officer of the Parish Council may authorize remedial action without reference to the grave's owner. However, after action has been taken, all efforts shall be taken to inform the owner of the grave of the action taken and recover costs where appropriate.

BY RESOLUTION, APPROVED AT THE PARISH COUNCIL MEETING HELD ON [REDACTED], THE FOREGOING FEES AND REGULATIONS WERE APPROVED AND ARE TO TAKE EFFECT FROM [REDACTED].

APPENDIX A - FEES

1. Entitlement to exclusive right of burial applies where the person requiring exclusive right of burial, or the deceased, is or was:
 - a. a current inhabitant of Baslow and Bubnell
 - b. a former inhabitant or parishioner of Baslow and Bubnell for a period of at least 5 years within a reasonable time of death (for example no more than 5 years).
2. In the case of a still-born child, one of the parents must satisfy the above criteria.

Individuals who do not satisfy the criteria laid down in paragraph 8 will not normally be entitled to apply for exclusive right of burial.

3. The fees indicated do not include the digging of the grave.
4. **Exclusive Right of Burial in Earthen Graves** - Fees for Exclusive Right of Burial for a period not exceeding one hundred years are as follows:
 - i. in an earthen grave 9 x 4 feet: £400.00
 - ii. of cremated remains in an earthen grave 18 x 18 inches in the Garden of Rest £100.00

These fees include the deed of the Grant of Exclusive Right of Burial and all the expenses thereof.

5. **Interment** - Fees for interment are as follows:
 - I. of the body of a still born child or a child whose age at the time of death did not exceed one year: NO CHARGE
 - II. of the body of a child whose age at the time of death exceeded one year, but did not exceed 16 years: £150.00
 - III. of the body of a person whose age at the time of death exceeded 16 years: £200.00
 - IV. of cremated remains in the Garden of Rest, or in an existing grave £100.00
6. **Monuments, Gravestones, Tablets and Monumental Inscriptions** - For the right to erect or place on a grave for which exclusive right of burial has been granted, the following fees apply:
 - I. for a headstone not exceeding 2 feet 6 inches in height above the ground, in a stone and with an inscription, both approved by the Burial Authority £101.00
 - II. in the case of cremated remains in the Garden of Rest, for a stone with inscription approved by the Burial Authority: £45.00
 - III. for each additional inscription: £30.00
 - IV. for a vase not exceeding 12 inches in height: £45.00
7. **Searches of Register Books** - The register of burials shall at all reasonable times be available for consultation by any person free of charge. Where a search is conducted by a representative of the Burial Authority, the following charges apply:
 - I. for first half hour: £30.00
 - II. for every additional half hour: £5.00

Review of Fees

8. Fees may be revised periodically by the Burial Authority.

| BASLOW AND BUBNELL PARISH COUNCIL PRECEPT 2016/2017 | | 2009/2010 | | 2010/2011 | | 2011/2012 | | 2012/2013 | | 2013/2014 | | 2014/2015 | | 2015/2016 | | | 2016/2017 | Note | |
|--|---|-----------|-----------|-----------|-----------|-----------|-----------|-----------|-------------|-----------|-----------|-----------|-----------|------------|-----------|-----------|-----------|---|---|
| | | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Estimate | Budget | Budget | | |
| | | | | | | | | | | | | | | 31/12/2015 | for year | | Budget £ | | |
| PAYMENTS | Administration | | | | | | | | | | | | | | | | | | |
| | Clerk's salary (40 hrs per month + allowance) | 6,707.66 | 5,400.00 | 7,029.20 | 6,050.00 | 6,020.19 | 5,500.00 | 5,558.31 | 5,500.00 | 6372.94 | 6000 | 5,283.22 | 5,544.00 | 3,956.40 | 5,400.00 | 5,544.00 | 5,808.00 | Sal 40hrsx£11x12mths+pension10% | |
| | Clerk's expenses (1 trip per month) | | | 130.00 | | 0.00 | 1,000.00 | 285.95 | 1,000.00 | 139.65 | 500 | 398.55 | 400.00 | 371.14 | 400.00 | 400.00 | 340.00 | £100 estimate and £240 home office | |
| | Parish Mobile Phone | | | | | 0.00 | 0.00 | 75.81 | new expense | 106.15 | 0 | 30.56 | 26.00 | 18.00 | 26.00 | 26.00 | 36.00 | 12*6 | |
| | Councillor's expenses | | | | | 0.00 | 100.00 | 100.00 | 100.00 | 24.35 | 100 | 0.00 | 100.00 | 256.24 | 300.00 | 100.00 | 100.00 | estimate | |
| | Training | 45.00 | 120.00 | 15.00 | 100.00 | 65.10 | 100.00 | 100.00 | 100.00 | 40.00 | 100.00 | 0.00 | 250.00 | 85.00 | 40.00 | 210.00 | 250.00 | estimate | |
| | Audit fees | 195.70 | 225.00 | 172.50 | 250.00 | 177.97 | 210.00 | 315.00 | 210.00 | 175.00 | 210.00 | 178.00 | 300.00 | 178.00 | 178.00 | 300.00 | 200.00 | | |
| | Room hire | 155.00 | 170.00 | 87.50 | 190.00 | 258.50 | 200.00 | 200.00 | 200.00 | 162.00 | 200.00 | 222.00 | 350.00 | 308.00 | 350.00 | 350.00 | 350.00 | methodist room £18*12 (only 10 monthly meeting but includes scope for additional) | |
| | Subscription DALC + PPP Forum | 694.53 | 350.00 | 329.68 | 375.00 | 0.00 | 400.00 | 329.68 | 400.00 | 627.36 | 400.00 | 499.67 | 350.00 | 50.00 | 350.00 | 350.00 | 125.00 | DALC £32+ PPPF £25 + contingent in case either increase on this year | |
| | Website Maintenance | 205.00 | 500.00 | 147.96 | 350.00 | 188.34 | 500.00 | 212.96 | 500.00 | 99.96 | 500.00 | 242.96 | 500.00 | 97.96 | 250.00 | 500.00 | 500.00 | 500.00 | |
| | Insurance | 791.98 | 760.00 | 847.01 | 800.00 | 745.57 | 750.00 | 743.71 | 750.00 | 743.71 | 750.00 | 402.09 | 750.00 | 397.87 | 397.87 | 750.00 | 1,000.00 | June 2015 new insurance - include woodland area equipment | |
| | Stationery, Printing and adverts (Printing) | | | | | | 0.00 | 273.10 | 0.00 | 207.49 | 200.00 | 17.39 | 636.00 | 30.00 | 50.00 | 636.00 | 650.00 | estimate | |
| | (Adverts) | | | 54.00 | | 42.00 | 0.00 | 160.00 | 200.00 | 0.00 | 0.00 | | | | | | 0.00 | In above | |
| | | 8,794.87 | 7,525.00 | 8,812.85 | 8,115.00 | 7,587.67 | 8,960.00 | 8,354.52 | 8,960.00 | 8,698.61 | 8,960.00 | 7,274.44 | 9,206.00 | 5,748.61 | 7,741.87 | 9,166.00 | 9,359.00 | | |
| | Burial Ground | | | | | | | | | | | | | | | | | | |
| | Maintenance | 25.00 | 225.00 | 220.00 | 250.00 | 0.00 | 1,000.00 | 1,200.00 | 1,000.00 | 1,030.00 | 1,000.00 | 0.00 | 300.00 | 382.00 | 300.00 | 300.00 | 300.00 | 300.00 | estimate |
| | Rates inc. water | 135.33 | 170.00 | 83.39 | 190.00 | 0.00 | 150.00 | 150.00 | 150.00 | 179.16 | 150.00 | 93.73 | 95.00 | 168.48 | 168.48 | 95.00 | 150.00 | 150.00 | |
| | Refuse removal | 90.00 | 80.00 | 100.00 | 100.00 | 50.00 | 100.00 | 100.00 | 100.00 | 125.00 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | Jean Clay |
| | Grass cut (12 cuts) | 480.00 | 575.00 | 530.00 | 600.00 | 560.00 | 560.00 | 560.00 | 560.00 | 560.00 | 560.00 | 500.00 | 660.00 | 269.10 | 200.00 | 660.00 | 660.00 | 660.00 | |
| | Association of Burial Authorities subscription | 120.00 | 65.00 | 60.00 | 70.00 | 0.00 | 70.00 | 70.00 | 70.00 | 45.00 | 70.00 | 0.00 | 70.00 | 0.00 | 0.00 | 70.00 | 0.00 | 0.00 | 0.00 |
| | | 850.33 | 1,115.00 | 993.39 | 1,210.00 | 610.00 | 1,880.00 | 2,080.00 | 1,880.00 | 1,939.16 | 1,880.00 | 693.73 | 1,225.00 | 919.58 | 768.48 | 1,225.00 | 1,210.00 | | |
| | Amenity Area | | | | | | | | | | | | | | | | | | |
| | Grass cutting (20 cuts) | 410.00 | 875.00 | 420.00 | 925.00 | 570.00 | 420.00 | 450.00 | 420.00 | 530.00 | 420.00 | 500.00 | 1,000.00 | 455.00 | 500.00 | 1,000.00 | 1,000.00 | 1,000.00 | |
| | Other maintenance | | | | | 0.00 | | 500.00 | 150.00 | 600.00 | 150.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | estimate |
| | | 410.00 | 875.00 | 420.00 | 925.00 | 570.00 | 420.00 | 950.00 | 570.00 | 1,130.00 | 570.00 | 500.00 | 1,000.00 | 455.00 | 500.00 | 1,000.00 | 1,000.00 | 1,000.00 | |
| | Old Ford | | | | | | | | | | | | | | | | | | |
| | Grass cutting (12 cuts) | 120.00 | 100.00 | 120.00 | 120.00 | 140.00 | 140.00 | 140.00 | 140.00 | 140.00 | 140.00 | 180.00 | 180.00 | 69.80 | 100.00 | 180.00 | 180.00 | 180.00 | |
| | | 120.00 | 100.00 | 120.00 | 120.00 | 140.00 | 140.00 | 140.00 | 140.00 | 140.00 | 140.00 | 180.00 | 180.00 | 69.80 | 100.00 | 180.00 | 180.00 | 180.00 | |
| | Playground | | | | | | | | | | | | | | | | | | |
| | Grass Cutting (12 cuts) | 180.00 | | 120.00 | | 168.00 | 120.00 | 120.00 | 120.00 | 180.00 | 120.00 | 168.00 | 120.00 | 190.40 | 120.00 | 120.00 | 2,000.00 | 1,400.00 | Increased to allow for Woodland |
| | Safety Inspection | 146.00 | | 63.00 | | 66.00 | 70.00 | 63.00 | 70.00 | 63.00 | 70.00 | 65.00 | 70.00 | 65.00 | 65.00 | 70.00 | 140.00 | 140.00 | Increased to allow for Woodland |
| | Maintenance | 0.00 | 375.00 | 450.52 | 375.00 | 0.00 | 200.00 | 200.00 | 200.00 | 0.00 | 200.00 | 1,155.00 | 0.00 | 0.00 | 400.00 | 94.62 | 500.00 | 500.00 | |
| | | 326.00 | 375.00 | 633.52 | 375.00 | 234.00 | 390.00 | 383.00 | 390.00 | 243.00 | 390.00 | 1,388.00 | 190.00 | 255.40 | 585.00 | 284.62 | 2,640.00 | 2,640.00 | |
| | Misc | | | | | | | | | | | | | | | | | | |
| | Village clock maintenance | 167.00 | 175.00 | 167.00 | 185.00 | 167.00 | 200.00 | 172.00 | 200.00 | 349.00 | 200.00 | 182.00 | 200.00 | 187.00 | 187.00 | 200.00 | 200.00 | 200.00 | |
| | Bench - maintenance | 1,180.00 | 500.00 | 0.00 | 200.00 | 0.00 | 250.00 | 480.00 | 250.00 | 480.00 | 250.00 | 957.00 | 400.00 | 0.00 | 0.00 | 400.00 | 400.00 | 400.00 | |
| | Grit Bins - 5 bins / 2 fills each | 592.39 | 0.00 | 350.00 | 193.00 | 75.00 | 750.00 | 750.00 | 750.00 | 322.00 | 750.00 | 0.00 | 750.00 | 0.00 | 0.00 | 750.00 | 375.00 | 375.00 | reserves to cover any additional |
| | Grit - store for paths / roads (2 pallets at £80/ pallet + delivery cost) | | | | | 0.00 | | 0.00 | 250.00 | 0.00 | 250.00 | 420.00 | 0.00 | 365.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | Handy person project | | (125.00) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | Election Costs May 2015 (DDDC figure) | | | | | 295.40 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 376.98 | 376.98 | 0.00 | 0.00 | 0.00 | |
| | Parish Paths | | 275.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 450.00 | 0.00 | 95.00 | 95.00 | 0.00 | 0.00 | 0.00 | |
| | Dog Bins | 110.00 | | 0.00 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | Contingency | | 1,000.00 | 980.00 | 1,000.00 | 0.00 | 1,405.00 | 1,405.00 | 1,405.00 | 0.00 | 1,405.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | | 2,049.39 | 1,825.00 | 1,497.00 | 1,578.00 | 537.40 | 2,605.00 | 3,057.00 | 2,855.00 | 1,151.00 | 2,855.00 | 2,009.00 | 1,350.00 | 1,023.98 | 658.98 | 1,350.00 | 975.00 | 975.00 | |
| | S137 Grants | | | | | | | | | | | | | | | | | | |
| | S137 grants (incl Village Hall, Xmas lights, Vill) | 1,124.00 | 500.00 | 390.00 | 500.00 | 280.00 | 800.00 | 800.00 | 800.00 | 680.00 | 800.00 | 1,100.00 | 1,500.00 | 2,605.60 | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 | estimate based on previous years. Increased for Sports Field to £1k. May go over but take from reserves if do |
| | | 1,124.00 | 500.00 | 390.00 | 500.00 | 280.00 | 800.00 | 800.00 | 800.00 | 680.00 | 800.00 | 1,100.00 | 1,500.00 | 2,605.60 | 1,500.00 | 1,500.00 | 1,500.00 | 1,500.00 | |
| | WORKING PARTIES | | | | | | | | | | | | | | | | | | |
| | WP - New Playground | 170.00 | 2,000.00 | 590.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2,819.50 | 4,000.00 | 0.00 | 40,000.00 | 40,000.00 | |
| | WP - Communication including Website | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | | 0.00 | 950.00 | 2,000.00 | 0.00 | 0.00 | 0.00 | |
| | WP - CCTV | | | | 0.00 | | 0.00 | | 0.00 | | 0.00 | 0.00 | Stopped | Stopped | | | | | |
| | WP - Emergency Planning | | | | 0.00 | | 0.00 | | 0.00 | | 0.00 | 19.14 | 0.00 | 6,176.43 | 6,176.43 | 0.00 | 0.00 | 0.00 | |
| | WP - Traffic & Road Safety | | | | 0.00 | | 0.00 | | 0.00 | | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | WP - Orchard | | | | 250.00 | | 0.00 | 1,670.00 | 0.00 | 1,153.81 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | WP - Monuments | | | | 0.00 | | 0.00 | 950.00 | 0.00 | 950.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | TOTAL WORKING PARTIES | 170.00 | 2,000.00 | 590.00 | 250.00 | 0.00 | 0.00 | 2,620.00 | 0.00 | 2,103.81 | 0.00 | 19.14 | 0.00 | 9,945.93 | 12,176.43 | 0.00 | 40,000.00 | 40,000.00 | |
| | TOTAL PAYMENTS | 13,844.59 | 14,315.00 | 13,456.76 | 13,073.00 | 9,959.07 | 15,195.00 | 18,384.52 | 15,595.00 | 16,085.58 | 15,595.00 | 13,164.31 | 14,651.00 | 21,023.90 | 24,030.76 | 14,705.62 | 56,864.00 | 56,864.00 | |
| | VAT | | | | | | | | | 427.38 | | 481.40 | 0.00 | 1,823.81 | 0.00 | 0.00 | 0.00 | 0.00 | |
| | Total Payments after VAT | 13,844.59 | 14,315.00 | 13,456.76 | 13,073.00 | 9,959.07 | 15,195.00 | 18,384.52 | 15,595.00 | 16,512.96 | 15,595.00 | 13,645.71 | 14,651.00 | 22,847.71 | 2 | | | | |

| | | 2009/2010 | | 2010/2011 | | 2011/2012 | | 2012/2013 | | 2013/2014 | | 2014/2015 | | | 2015/2016 | | | 2016/2017 | |
|---|--|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|------------------|-------------------|--|
| | | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Budget | Actual | Estimate | Budget | Budget | | |
| RECEIPTS | Bank Interest | 1,075.00 | | 649.00 | | 43.05 | 122.00 | 4.17 | | 10.56 | 0.00 | 17.25 | 0.00 | 15.84 | 0.00 | 0.00 | 15 | Will have some | |
| | Less est DDDC reimbursements April 2010 - subject to max | 500.00 | | 500.00 | | 999.00 | 500.00 | 0.00 | 999.00 | 1,998.00 | 999.00 | 999.00 | 999.00 | 999.00 | 999.00 | 999.00 | 999 | | |
| | Less est DCC Footpath Grant | | | | | 430.00 | | 950.00 | 430.00 | 430.00 | 430.00 | 385.00 | 385.00 | 0.00 | 385.00 | 385.00 | 385 | | |
| | Less est Burial Ground | | | | | 2,852.00 | | 0.00 | | 2,150.00 | 0.00 | 1,634.00 | 0.00 | 2,164.00 | 2,000.00 | 0.00 | 0 | Will have some | |
| | Council Tax Grant | | | | | | | | | | | 386.00 | 515.00 | 257.00 | 257.00 | 515.00 | 128.74 | From DDDC figures | |
| | Donations | | | | | | | | | 0.00 | 0.00 | 5,024.50 | 0.00 | 905.60 | 0.00 | 0.00 | 10000 | | |
| | VAT | | | | | | | 0.00 | | 491.19 | 0.00 | 152.64 | 0.00 | 3,420.95 | 2,000.00 | 0.00 | 0 | | |
| | RECEIPTS WITHOUT PRECEPT | 0.00 | 1,575.00 | 0.00 | 1,149.00 | 4,324.05 | 622.00 | 954.17 | 1,429.00 | 5,069.19 | 1,429.00 | 8,598.39 | 1,899.00 | 7,762.39 | 5,641.00 | 1,899.00 | 11,527.74 | | |
| | PRECEPT (total payments - receipts without precept) | 12,740.00 | | 11,924.00 | | 14,573.00 | | 14,166.00 | | 14,166.00 | | 14,150.00 | 14,166.00 | 14,150.00 | 14,150.00 | 14,150.00 | 14,574.00 | 3% change | |
| | TOTAL RECEIPTS | 0.00 | 14,315.00 | 0.00 | 13,073.00 | 4,324.05 | 15,195.00 | 954.17 | 15,595.00 | 5,069.19 | 15,595.00 | 22,748.39 | 16,065.00 | 21,912.39 | | 16,049.00 | 26,101.74 | | |
| SURPLUS / (DEFECIT) for year to 31st March 2014 | | (13,844.59) | 0.00 | (13,456.76) | 0.00 | (5,635.02) | 0.00 | (17,430.35) | 0.00 | (11,443.77) | 0.00 | 9,102.68 | 1,414.00 | (935.32) | | 1,343.38 | (30,762.26) | | |

Baslow and Bubnell Parish Council
Bank Rec. As at 10th January 2016

| | RBS Current £ | RBS Reserve £ | HSBC Community £ | Summary £ | |
|--|----------------------|-------------------------|-------------------------|-------------------------|-------------------|
| Cash Book : Bal b/fwd current A/C 1st April 2014 | 500.00 | 36,411.69 | 30,331.20 | 67,242.89 | |
| plus : receipts | 21,912.39 | | | 21,912.39 | |
| less : payments | -22,847.71 | | | -22,847.71 | |
| unpresented items | | | | 0.00 | |
| transferred to reserve a/c | 935.32 | -935.32 | | 0.00 | |
| | <u>500.00</u> | <u>35,476.37</u> | <u>30,331.20</u> | <u>66,307.57</u> | 0.00 |
| Unpresented chqs | 1,715.90 | | | 1,715.90 | |
| Unpresented receipts | 300.00 | | | 300.00 | |
| Balance | <u>500.00</u> | <u>35,476.37</u> | <u>30,331.20</u> | <u>68,323.47</u> | |
| Bank : Current A/C - 08/12/15 | 500.00 | | | 500.00 | |
| Deposit A/C - 18/12/2015 | 0.00 | 36,355.55 | 30,331.20 | 66,686.75 | |
| | | | | 0.00 | |
| Balance at bank | <u>500.00</u> | <u>36,355.55</u> | <u>30,331.20</u> | <u>67,186.75</u> | |
| difference | 0.00 | -879.18 | 0.00 | 1,136.72 | |
| Signed by Responsible Finance Officer | _____ | | | | Date _____ |
| Signed by Chairman | _____ | | | | Date _____ |

| RESERVES | | RBS Current £ | RBS Reserve £ | HSBC High Interest £ | Total £ | |
|--|--|---------------------|---------------------|----------------------------|------------------|------------|
| Current Bank Balance as per cashbook and bank statements Start of Year | | 500.00 | 36,411.69 | 30,331.20 | 67,242.89 | -1,080.58 |
| * | New Playarea reserve | | | 25,331.20 | | |
| * | Transfer to HSBC | | | 5,000.00 | | |
| * | New Playarea reserve additions -flexible | | 10,000.00 | | | |
| | Repair existing palyground equipment | | 1,000.00 | | | |
| | Benches reserve (Accrued annually / spend every 2 yrs) | | 450.00 | | | |
| | Orchard reserve | | 0.00 | | | |
| | Grit bin reserve from 13/14 | | 750.00 | | | |
| | Maintenance in burial ground (tree removal) | | 0.00 | | | |
| | Election year | | 1,500.00 | | | |
| | Website improvement | | 1,000.00 | | | |
| | General reserve | 500.00 | 8,000.00 | | | |
| | | <u>500.00</u> | <u>22,700.00</u> | <u>30,331.20</u> | <u>53,531.20</u> | 0.00 |
| | | | | difference | | -13,711.69 |
| * | total amount for play area | | | | | 40,331.20 |

Monthly Budget Monitoring

| BASLOW AND BUBNELL PARISH COUNCIL | | Year to Date at 10.01.16 | | | Full Year Projection | | |
|--|-------------------|--------------------------|------------------|-------------------|----------------------|-----------------------------|-------------------|
| RECEIPTS & PAYMENTS ACCOUNT 2015 - 2016 | | 9 | | | | | |
| Date | 10th January 2016 | Actual £ | Budget £ | Difference | Actual £ | Budget £ | Difference |
| Month | 9 | To Date | To Date | £ | Projected | For Year | £ |
| PAYMENTS | | | | | | | |
| Administration | | | | | | | |
| Clerk's salary | | 3,956.40 | 4,158.00 | 201.60 | 5,544.00 | B 5,544.00 | 0.00 |
| Clerk's expenses | | 371.14 | 300.00 | (71.14) | 400.00 | B 400.00 | 0.00 |
| Parish Mobile phone | | 18.00 | 19.50 | 1.50 | 26.00 | B 26.00 | 0.00 |
| Councillor's expenses (travel & sub - £10 / person) | | 256.24 | 75.00 | (181.24) | 100.00 | B 100.00 | 0.00 |
| Training | | 85.00 | 187.50 | 102.50 | 250.00 | B 250.00 | 0.00 |
| Audit fees | | 178.00 | 225.00 | 47.00 | 300.00 | B 300.00 | 0.00 |
| Room hire | | 308.00 | 262.50 | (45.50) | 350.00 | B 350.00 | 0.00 |
| Subscription DALC + PPP Forum | | 50.00 | 262.50 | 212.50 | 350.00 | B 350.00 | 0.00 |
| Website maintenance | | 97.96 | 375.00 | 277.04 | 500.00 | B 500.00 | 0.00 |
| Insurance | | 397.87 | 562.50 | 164.63 | 750.00 | B 750.00 | 0.00 |
| Stationery, Printing and Adverts | | 30.00 | 477.00 | 447.00 | 636.00 | B 636.00 | 0.00 |
| | | 5,748.61 | 6,904.50 | 1,155.89 | 9,206.00 | 9,206.00 | 0.00 |
| Burial Ground | | | | | | | |
| Maintenance | | 382.00 | 225.00 | (157.00) | 300.00 | B 300.00 | 0.00 |
| Rates inc. water | | 168.48 | 71.25 | (97.23) | 95.00 | B 95.00 | 0.00 |
| Refuse removal | | 100.00 | 75.00 | (25.00) | 100.00 | B 100.00 | 0.00 |
| Grass cut | | 269.10 | 495.00 | 225.90 | 660.00 | B 660.00 | 0.00 |
| Association of Burial Authorities subscription | | 0.00 | 52.50 | 52.50 | 70.00 | B 70.00 | 0.00 |
| | | 919.58 | 918.75 | (0.83) | 1,225.00 | 1,225.00 | 0.00 |
| Amenity Area | | | | | | | |
| Grass cutting | | 455.00 | 750.00 | 295.00 | 1,000.00 | B 1,000.00 | 0.00 |
| Other Maintenance | | 0.00 | 0.00 | 0.00 | 0.00 | B 0.00 | 0.00 |
| | | 455.00 | 750.00 | 295.00 | 1,000.00 | 1,000.00 | 0.00 |
| Old Ford | | | | | | | |
| Grass cutting | | 69.80 | 135.00 | 65.20 | 180.00 | B 180.00 | 0.00 |
| | | 69.80 | 135.00 | 65.20 | 180.00 | 180.00 | 0.00 |
| Playground | | | | | | | |
| Grass Cutting | | 190.40 | 90.00 | (100.40) | 120.00 | B 120.00 | 0.00 |
| Safety Inspection | | 65.00 | 52.50 | (12.50) | 65.00 | B 70.00 | 5.00 |
| Maintenance | | 0.00 | 300.00 | 300.00 | 400.00 | B 400.00 | 0.00 |
| | | 255.40 | 442.50 | 187.10 | 585.00 | 590.00 | 5.00 |
| Misc | | | | | | | |
| Village clock maintenance | | 187.00 | 150.00 | (37.00) | 116.67 | B 200.00 | 83.33 |
| Bench - maintenance | | 0.00 | 300.00 | 300.00 | 0.00 | B 400.00 | 400.00 |
| Grit Bins x 5 / 2 x fills | | 0.00 | 562.50 | 562.50 | 750.00 | B 750.00 | 0.00 |
| Grit - store for paths/roads | | 365.00 | 0.00 | (365.00) | 365.00 | B 0.00 | (365.00) |
| Handy person project | | 0.00 | 0.00 | 0.00 | 0.00 | B 0.00 | 0.00 |
| Election Costs | | 376.98 | 0.00 | (376.98) | 376.98 | B 0.00 | (376.98) |
| Parish Paths | | 95.00 | 0.00 | (95.00) | 95.00 | B 0.00 | (95.00) |
| Dog Bins | | 0.00 | 0.00 | 0.00 | 0.00 | B 0.00 | 0.00 |
| Contingency | | 0.00 | 0.00 | 0.00 | 0.00 | B 0.00 | 0.00 |
| | | 1,023.98 | 1,012.50 | (11.48) | 1,703.65 | 1,350.00 | (353.65) |
| S137 Grants | | | | | | | |
| S137 grants (incl Village Hall donations) | | 2,605.60 | 1,125.00 | (1,480.60) | 1,500.00 | B 1,500.00 | 0.00 |
| | | 2,605.60 | 1,125.00 | (1,480.60) | 1,500.00 | 1,500.00 | 0.00 |
| WORKING PARTIES | | | | | | | |
| | | | | | | All WP Expend from Reserves | |
| WP - New Playground | | 2,819.50 | 0.00 | (2,819.50) | 1,500.00 | B 0.00 | (1,500.00) |
| WP - Emergency Planning | | 6,176.43 | 0.00 | (6,176.43) | 0.00 | B 0.00 | 0.00 |
| WP - Orchard | | 0.00 | 0.00 | 0.00 | 0.00 | B 0.00 | 0.00 |
| WP - Communication | | 950.00 | 0.00 | (950.00) | 0.00 | B 0.00 | 0.00 |
| | | 9,945.93 | 0.00 | (9,945.93) | 1,500.00 | 0.00 | (1,500.00) |
| Total Payments | | 21,023.90 | 11,288.25 | (9,735.65) | 16,899.65 | 15,051.00 | (1,848.65) |
| VAT | | 1,823.81 | 0.00 | (1,823.81) | 0.00 | 0.00 | 0.00 |
| Total Payments after VAT | | 22,847.71 | 11,288.25 | (11,559.46) | 16,899.65 | 15,051.00 | (1,848.65) |
| | | Actual £ | Budget £ | Difference | Actual £ | Budget £ | Difference |
| | | To Date | To Date | £ | Projected | For Year | £ |
| RECEIPTS | | | | | | | |
| Bank Interest | | 0.00 | 0.00 | 0.00 | 0.00 | B 0.00 | 0.00 |
| Council Tax Grant | | 257.00 | 386.25 | (129.25) | 515.00 | B 515.00 | 0.00 |
| DDCC Reimbursements | | 999.00 | 749.25 | 249.75 | 999.00 | B 999.00 | 0.00 |
| DCC Footpath Grant (Right of way Grant) | | 0.00 | 288.75 | (288.75) | 385.00 | B 385.00 | 0.00 |
| Burial Ground | | 2,164.00 | 0.00 | 2,164.00 | 1,111.00 | B 0.00 | 1,111.00 |
| Donations | | 905.60 | 0.00 | 905.60 | 0.00 | B 0.00 | 0.00 |
| Vat | | 3,420.95 | 0.00 | 3,420.95 | 0.00 | B 0.00 | 0.00 |
| Total Receipts before precept | | 7,746.55 | 1,424.25 | 6,322.30 | 3,010.00 | 1,899.00 | 1,111.00 |
| Precept | | 14,150.00 | 10,624.50 | 3,525.50 | 14,166.00 | B 14,166.00 | 0.00 |
| TOTAL RECEIPTS including PRECEPT | | 21,896.55 | 12,048.75 | 9,847.80 | 17,176.00 | 16,065.00 | 1,111.00 |
| PROFIT / (LOSS) for year to 31st March 2015 | | -951.16 | 760.50 | -1,711.66 | 276.35 | 1,014.00 | -737.65 |
| Cumulative Bank Balances as at 1st April 2015 | | | | | 67,242.89 | | |
| Forecast surplus in year | | | | | 276.35 | | |
| Forecast Cumulative Bank Balances as at 31st March 2015 | | | | | 67,519.24 | | |