

## TENBURY TOWN COUNCIL 2013/14 MEETING 11

You are hereby summoned to attend the meeting of **TENBURY TOWN COUNCIL** to be held on **MONDAY 6th JANUARY 2014 at 7.00 pm** in the Pump Rooms, off Teme Street, Tenbury Wells.

**PRESENT:** Deputy Mayor Cllr M. Willis, Cllrs S. Bowkett, M. Brennan, S. Corfield, M. Drummond, J. da Costa, E. Hudson, D. Ingram, J. Morgan, J. Watson, E. Weston

**IN ATTENDANCE:** Town Clerk, 1 Member of the Public, 1 Member of the Press, Cllr Ken Pollock

**APOLOGIES:** Mayor Cllr G. Price

In the absence of the Mayor this meeting was chaired by the Deputy Mayor.

### **11.1. To welcome Cllr Janet Fielder as a new member of the Council**

Cllr Fielder was welcomed to the Council by the Deputy Mayor.

### **11.2. Apologies for Absence**

Apologies had been received from The Mayor.

**RESOLVED** that apologies be accepted.

### **11.3. Declarations of Interest**

None

### **11.4. To receive an update on policing in Tenbury from PC Tracy Wood & Sgt Ian Blanchard**

Sgt Blanchard introduced himself as the Safer Neighbourhood Sergeant for Tenbury Wells. Sgt Sarah Kent had now moved to take on this role in Droitwich. Sgt Blanchard was based out of Malvern. He said that PC Tracy Wood and PCSOs Vanessa Snape and Teresa Howells were a great team. Response policing was now coming from Leominster. Night patrol cover was also out of Leominster. Sgt Blanchard handed over to PC Wood for her report. PC Wood wished members a Happy New Year and said that despite her earlier trepidation she was finding the changed policing structure better for Tenbury. Lots of officers were coming to Tenbury on patrol and it was well policed.

There had been a slight increase in number of burglary dwellings since September due mainly to a burglary at St. Michaels. Members should remind everyone to think about their home security. There had been a few shed break ins and mindless damage around town but no vehicle crime. Anti-social behaviour incidents had dropped down from 12 to 7.

There was still no news on where the safer neighbourhood team will be based. They remained at the police station but were not sure if that would continue.

Catalytic converter thefts have been on the rise in MHDC there had been a 47% increase since last year. 4 or 5 recently in Martley. Not just from 4x4's but also from a car parked on a driveway. Be aware and note that anti-theft devices are available. Happy to note that there had been no major incidents in Tenbury over the Christmas period.

Cllr Bowkett – Would the way that crime is reported alter figures and how would figures be affected in Tenbury? Sgt Blanchard said it was true that not so many incidents were now created because of filtering out of non-police queries via the 101 numbers. However this had been the case for a few years now. Crime categories and figures have been consistent over the last three years. MHDC remained a very low crime area. Crime mapping was now available at <http://www.police.uk/west-mercias/PAC16/crime/>

Cllr Watson – was there any way to gauge the difference from this year v. last year? Figures were not yet collated but PC Wood said that her gut feel was that on the whole there had been less burglaries. West Mercia as a whole was certainly recording less crime.

Sgt Blanchard and PC Wood were thanked for their attendance.

### **11.5. Public Participation. (15 minutes maximum duration)**

None.

### **11.6. Worcester County Councillor's Report – Cllr K. Pollock**

Cllr Pollock had given apologies due to another meeting and sent a short report. Attached Appendix A Cllr Pollock arrived later in the meeting to answer any questions.

Cllr Hudson asked whether the Museum would be able to apply to the divisional fund for help with a feasibility study as to moving the museum to another site near the new Tesco. Cllr Pollock said he would be happy to consider the application.

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### **11.7. Malvern Hills District Councillor's Report – Cllr P. Grove or Cllr A. Penn**

Apologies had been received from Cllrs Grove and Penn who reported that it had been very quiet over the Christmas period and they had no new items to raise. Members who had any questions were asked to contact Cllr Grove directly by phone or email.

### **11.8. To confirm the Minutes of the Town Council meeting held on 2nd December 2013**

The minutes of the meeting, held on 2nd December 2013, were confirmed and signed by the Chairman as a true and correct record of proceedings.

### **11.9. To approve the Monthly Accounts to December 2013 and the Outstanding Accounts for January 2014**

Attached Appendix B

**RESOLVED** that the Monthly Accounts be approved and the Outstanding Accounts be approved for payment.

### **11.10. To consider any further recommendations from NALC or WCALC before submitting the 2014/15 Precept request to MHDC in light of any changes to Central Government approach in this regard**

No statements had yet been made by central government so it was suggested by the Clerk that this item be deferred to the Finance Committee at the end of the month for further consideration in the hope that some statement would have been made by this time.

### **11.11. To receive the Regal Evaluation Report**

Members were pleased to have received the report and felt it showed the success of the HLF project at the Regal.

**RESOLVED** that members had noted and approved the findings of the report.

### **11.12. To receive a final report form the Heritage Access officer and thank her for her work with the Council.**

Sarah Fellows gave a brief summary of the many areas in which she had been involved during the HLF project. She said she had worked with lots of groups of all age groups and backgrounds including local schools and community groups. Cinemonkeys and Mini-Cinemonkeys had been set up and continued to successfully introduce young people to the cinema. Community family events such as the Birthday and Christmas parties with free showing of classic film had been very well received and would continue in the future. History research had led to brochures, the museum rooms and published books which were now on sale at the Regal and available in local libraries. Regal volunteer staff had been trained to give tours of the historic aspects of the cinema. The Regal Film Unit continued offering the chance to learn about all aspects of professional film making. Mrs Fellows thanked everyone on the Council for their support both of her work and of the project as a whole. Mrs Fellows was thanked by Councillors for all her hard work and presented with a bouquet and gift.

### **11.13. To consider a proposal from Andy Stevenson Lecturer in Design at Worcester University to be involved in a student project looking at signage in the town.**

Mr Andy Stevenson had asked whether the Council would consider creating a brief for design students at Worcester University to tackle a real-world project looking at signage for visitors to the town. Examples had been given of a similar project which had taken place in Upton on Severn the previous year. Members thought this was a very good idea and that involvement would be good for the town. It was suggested that Teme Tenbury also be involved since they were considering similar areas and a joint approach would make great sense. Members were informed that a presentation of the final ideas would be made to Full Council.

**RESOLVED** that the Town Council agreed to prepare a brief to be used with Worcester University Design students and would involve representatives from Teme Tenbury in these deliberations.

### **11.14. To adopt new NALC Standing Orders**

NALC had recently revised their Model Standing Orders and Councils were advised to adopt the new version. The Clerk had reviewed the new version and included any amendments previously made by the Council and this document had been circulated to all Councillors for consideration.

**RESOLVED** that the new Standing Orders be approved and adopted. Copy now on website.

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### 11.15. To consider the Town Council response to the WCC Consultation on Bus Services

The Mayor had collated the majority of information regarding this item but would not be available until the following day. Members agreed that they all were convinced of the importance of retaining the 291 bus service in Tenbury.

**RESOLVED** that powers be delegated to the Mayor and the Clerk to prepare a written response to the Consultation requesting that the 291 service be safeguarded from cuts.

### 11.16. To consider the Town Council response to the WCC Consultation on Minerals

Cllr Watson noted that there would be very little impact in the Tenbury Area from any of the proposals in this consultation.

**RESOLVED** that this Council did not feel it necessary to respond to this consultation

### 11.17. To receive an update on the Regal and its management by the Regal Tenbury Trust

Attached Appendix C.

### 11.18. To be informed of any Licensing Applications from the MHDC Website

None

### 11.19. Correspondence for Information

None

### 11.20. Councillors' reports and items for future agenda

- Concern re. tidiness of skip area on Palmers Meadow
- To be informed of regulations regarding signage on shopfronts.

### 11.21. Exclusion of the Press and Public.

**RESOLVED** that the press and public be excluded from the meeting during consideration of the following items of business because it is likely that in view of the nature of the business to be transacted, there would be disclosure of exempt information, as defined in Section 100(l) of the Local Government Act 1972:-

### 11.22. To consider quotations received for work urgently required to gas supply, pipework and cooker in Community Centre.

Members had been informed that recent annual checks had revealed that new regulations meant that works were urgently required in the Regal kitchen to ensure that current gas safety standards were met. Works would involve replacement of the range cooker, installation of integrated gas safety cut outs in the kitchen and new pipework to carry gas safely to the kitchen above ground level. The kitchen equipment was at least 20 years old. Members agreed that the works were necessary and that they should be funded from reserves as they had not been included in the budget. Members considered the three quotations which had been received from contractors qualified to deal with commercial installations. The most cost effective quotation to meet current standards was felt to be best

**RESOLVED** that works required to gas supply, pipework, cut outs and range be carried out. The quotation from Abraxas Catering was to be accepted and funds were to be allocated from reserves.

Meeting closed at 8:29 pm

Signed .....

Date .....

## TENBURY TOWN COUNCIL

### REPORT BY CLLR DR KEN POLLOCK

6<sup>th</sup> January 2014

#### 1. The Public Realm

Despite not being held in the evening, the public consultation on the new plans was judged successful. This does not mean that all attending were in agreement with all the ideas and there may be a chance to modify some aspects to take account of the concerns.

There was a suggestion that the loading bays be moved to replace the bus stop. They might be expected to be vacated for a longer period than car spaces, which would be good for the look of the centre of the town. Plus, shorter distances to the shops would mean shorter stops for the vans.

It was also suggested that a second disabled parking bay might be installed, as the current one is full most of the time.

To answer a common complaint, Tesco's had no part in any of these decisions and none were made to facilitate their operations, except incidentally.

#### 2. Parking

I am waiting for further information on the alternatives to grasscrete. Using tarmac for a permanent car park would cost about £50,000. The question has been raised as to whether MHDC might object, as there could be loss of revenue from their pay car park. I don't believe this will be true and they are reducing their tariff, I believe, during the construction phase of the public realm.

#### 3. Bus subsidies

Please join your mayor in making your concerns known, should you have them, about the possible withdrawal of the subsidy for the 291 service to Kidderminster. The consultation closes on the 17<sup>th</sup> January, and contrary to the claim in last Friday's Worcester News, it can be filled in on paper. Copies in the library.

#### 4. Divisional Fund.

There is money left in the divisional fund, should any good cause spring to mind in your parish. In the financial stringency of the moment, there are plans to remove the councillors' discretionary highways money, worth about £5,000 per year. In fact, this year we have extra funds available, and I would be keen to know of any small highway maintenance problems that could be eligible for this support.

Cllr Ken Pollock,  
6<sup>th</sup> January 2014

# Tenbury Town Council Bank Accounts Summary as at

02/01/2014

Financial Year ending 31/3/14	Petty Cash	Barclays Current A/C - 023	Barclays Current A/C - 007 Savings	Barclays Re-cycling A/C - 104	Barclays HLF grant A/C - 143	WCC Deposit A/C	TOTALS
Closing balance per November Statement	25.24	1242.89	59026.74	12401.76	10212.2	946.83	83855.66
Closing balance per December Statement (cash at bank and in hand)	25.24	4863.40	20349.39	47985.22	20894.52	946.83	95064.60
							11208.94

**TOTAL PAYMENTS FOR DECEMBER £ 17,657.27**

**Employment Costs for December - all cleared accounts £ 5,497.13**

**Payments due in December £ 12,160.14**

**CLEARED ACCOUNTS £ 9,203.01 HLF = £ 1,725.60**

Payee	Invoice No:	Ref	Total	VAT	NETT	Cheque No:	Issued	Cleared
Malvern Hills District Council	120026651	Rates Palmers Car Park	416.00	0	416.00	DD	15/12	16/12
Malvern Hills District Council	101107255	Rates Pavilion Burgage	32.00	0	32.00	DD	15/12	16/12
Malvern Hills District Council	120048559	Rates Pump Rooms	296.00	0	296.00	DD	15/12	16/12
Barclays		Bank Charges - 13218023	25.74	0	25.74	DD	04/12	05/12
Barclays		Bank Charges - 63885143	10.22	0	10.22	DD	04/12	05/12
Public Works Loan Board		Bi Annual Loan Repayment I	1978.79	0	1978.79	DD	12/12	12/12
Mainstream Digital Ltd	596871	Quarterly Rental 14/11/13 t	81.82	13.64	68.18	DD	16/12	16/12
Orange Payment Processing	1028986732	Davids Mobile No 07974 43	0.84	0.16	0.68	DD	08/10	10/12
DE Publications Ltd	328	Full Page - The Hype Magazi	118.80	19.8	99.00	102084	16/12	24/12
Norris & Miles Solicitors	958/13	Professional charges - sale c	894.00	148	746.00	102085	16/12	20/12
Edward Gallimore	7749	Estate Agents fees for the s	600.00	100	500.00	102086	16/12	23/12
Dragon Courts	1126	Deep Cleaning and Moss Tre	1050.00	0	1050.00	102087	16/12	02/01
Advantage Business Supplies Ltc	11/110036	White A3 Paper	8.37	1.39	6.98	102088	16/12	24/12
Cinema Theatre Association	41604	CTA Membership	25.00	0	25.00	102089	16/12	24/12
G.E. Bright Electrical	47651	Repair blubs in Hall & chang	57.60	9.6	48.00	102090	16/12	19/12
Mr C. Bunn		Lengthsman for November	210.00	0	210.00	102091	16/12	27/12
A H Caldicott Bros		30 x bags tarmac etc - for Te	466.90	77.82	389.08	102092	16/12	20/12
Tenbury Plant & Tool Hire	11602	Hire of Compactor Plate - Te	45.60	7.6	38.00	102093	16/12	23/12
Amazon.co.uk		Projector/Laptop Stand & Sc	76.33		76.33	102094	16/12	20/12
C.Holloway Engineering	56	Alterations to Security Cont.	840.00	140	700.00	102095	16/12	23/12
Herefordshire Fire Protection Se	138728	Service of Fire Alarm & Eme	148.77	24.8	123.97	102096	16/12	24/12
J. G. Banfield & Sons Limited	4410	Gloss, White Spirit, Putty et	47.50	7.92	39.58	102097	16/12	20/12
Energy Save Lighting Co	140026237	Lighting for the Regal	47.13	7.85	39.28	102098	16/12	23/12
G Force		General Maintenance etc.	75.00	0	75.00	100211	10/12	16/12
Regal Tenbury Trust Ltd	214	Volunteer Travel Expenses	734.45	0	734.45	100208	16/12	20/12
Regal Tenbury Trust Ltd	220	Brochure Ad A5 MiniCine M	720.00	120	600.00	100208	16/12	20/12
ELC Co UK	14823686	Trumpet & Saxophone	27.95	4.66	23.29	100212	16/12	20/12
IKEA Business Accounts	1411320941	Carrier Bag etc.	44.40	7.4	37.00	100209	16/12	23/12
Booker	289882	Confectionery etc.	123.80	13.51	110.29	100213	16/12	23/12

**NOT YET CLEARED ACCOUNTS £ 2,957.13 HLF = £ 2,935.78**

Payee	Invoice No:	Ref	Total	VAT	NETT	Cheque No:	Issued	Cleared
British Gas Business	30/06 - 25/10	Gas - Pump Rooms	21.35	1.06	20.29	DD	30/12	
Amazon.co.uk		Projector Screen - Uncredite	14.27	0	14.27			
Amazon.co.uk		Sony Movie Studio HD & Pa	30.09	4.16	25.93			
Big Print Shop	19079	Formex	165.55	27.59	137.96			
CPC		Trimmer, Ballons, Santa Hat	58.44	9.74	48.70			
Amazon.co.uk		Now Movies, Looney Tunes	69.11	11.52	57.59			
Saxoprint	5261310	A6 Portrait	31.19	5.2	25.99			
4 Imprint UK		Pricebuster Round Pencil	243.54	40.59	202.95			
Awesome Merchandise		CineMonkey & Badges	70.00	11.67	58.33			
Ryman	1697393	Storage Boxes	141.86	23.64	118.22			
Amazon		Various Blu-ray	177.64	29.61	148.03			
Instantprint	273237	Posters	23.99	2.42	21.57			
M Partnership	2182	Pre-booking of PR & Press -	470.40	78.4	392.00	100210		
Tobar Co UK	W1684358	Christmas Bauble Bubbles, \	267.84	38.4	229.44			
Ryman		Whiteboard Box	43.97	7.33	36.64			
Teme Valley Times	TVT42006	Mini Cinemonkeys Ad 2014	160.00	0	160.00			
Printed .com	130726	Flash Fiction Books	98.41	0	98.41			
Saxoprint	1284949	A6 Printing	46.40	7.73	38.67			
Saxoprint	103800121159	Gift Card, Postcards Projec	314.82	52.46	262.36			
Office Stationery	OF5-9682177	Dymo Label Manager & 2 x 1	53.99	9	44.99			
The Interpretation Shop	1993	Headphones & Hanger x 2	245.83	40.97	204.86			
Amazon	205-25214553155	Christmas Items	45.42	1.04	44.38			
Printed .com	131605	Flash Fiction Books #2	98.41	0	98.41			
Saxoprint	5264638	Brochures	64.61	10.77	53.84			

**Approval for payments due in JANUARY**

Payee	Invoice No:	Ref	Total	VAT	NETT	Cheque No:	Due
Malvern Hills District Council	120026651	Rates Palmers Car Park	416.00	0.00	416.00	DD	15/01
Malvern Hills District Council	101107255	Rates Pavilion Burgage	32.00	0.00	32.00	DD	15/01
Malvern Hills District Council	120048559	Rates Pump Rooms	296.00	0.00	296.00	DD	15/01
Barclays		Bank Charges - 13218023	25.74	0.00	25.74	DD	04/01
Barclays		Bank Charges - 63885143	10.22	0.00	10.22	DD	04/01
HMRC	Q3	Q3 NICS & TAX Oct to Dec 2	4,726.31	0.00	4726.31		
G.E. Bright Electrical	47803	Outside Light repairs Pump	40.68	6.78	33.90		
Herefordshire Fire Protection Se T160		Service of Fire Extinguishers	44.20	7.37	36.83		
MTM Contracting Ltd		1 extra cut of grass.	195.00	32.50	162.50		
Advantage Business Supplies Ltd 11/11666		Pack of 110 white Labels	10.29	1.71	8.58		
Black Box AV	1247	Pyramid Telephone Audio P	947.50	0.00	947.50		
SDA Associates	K013	Evaluation Report	8,280.00	1,380.00	6900.00		
<b>CURRENTLY OUTSTANDING FOR JANUARY</b>					<b>£ 15,023.94</b>	HLF = £ 9,227.50	

PREMISES									PREMISES				
EXPENDITURE	ORIGINAL BUDGET	Re Forecast Budget 04/10/13		Carried over From RESERVES	Total Budgeted Spend	ACTUAL	ACTUAL	% of Budget Reached TO DATE	INCOME	BUDGET	ACTUAL	ACTUAL	% of Budget Reached TO DATE
	2013-14	2013-14	Difference	2013-14	2013-14	Dec-13	Jan-14			2013-14	Dec-13	Jan-14	
<b>Property Running Costs</b>													
<b>Pump Rooms</b>									<b>Pump Rooms</b>				
Gas	2000	2000			2000	359.25	359.25	18%	Bookings	5600	2,305.50	2,305.50	41%
Electricity	660	660		300	960	614.38	614.38	64%					
Water	300	300			300								
Rates	3100	3100			3100	2,660.80	2,956.80	95%					
Building Maintenance	2000	2000		600	2600	407.87	407.87	16%					
Fire Extinguishers/Alarm	600	600			600	361.61	361.61	60%					
Electrical Maintenance/Checks	200	200		345	545	48.00	48.00	9%					
Boiler Maintenance	200	200			200	82.00	82.00	41%					
Cleaning Materials/Disposables	50	50			50	33.36	33.36	67%					
Fountain/Bath Restoration incl Reser	500	500		500	1000								
Wedding License	500	500			500								
	<b>10110</b>	<b>10110</b>		<b>1745</b>	<b>11855</b>	<b>4567.27</b>	<b>4863.27</b>	<b>41%</b>		<b>5600</b>	<b>2305.5</b>	<b>2305.50</b>	<b>41%</b>
<b>Regal</b>									<b>Regal &amp; C.Centre</b>				
Building Maintenance	1500	1500		300	1800	1,761.78	1,761.78	98%					
On going support fund	2500	2500			2500				Rent	4400	3,666.00	4,033.00	92%
RTT Grant Donation	10000	10000			10000	10,000.00	10,000.00	100%					
	<b>14000</b>	<b>14000</b>		<b>300</b>	<b>14300</b>	<b>11,761.78</b>	<b>11761.78</b>	<b>82%</b>		<b>4400</b>			
<b>Pavilion &amp; Groundsmans Shed</b>													
Electricity	1100	1100			1100	373.64	373.64	34%					
Water	200	200			200	90.72	90.72	45%					
Rates	400	400			400	291.40	323.40	81%					
Building Maintenance	500	500		200	700	685.67	685.67	98%					
Electrical Maintenance	300	300		160	460	452.92	452.92	98%					
Pavilion Roof Maintenance	1000	1000			1000								
	<b>3,500.00</b>	<b>3,500.00</b>		<b>360.00</b>	<b>3,860.00</b>	<b>1,894.35</b>	<b>1,926.35</b>	<b>50%</b>					
<b>Changing Rooms</b>													
Electricity	550	550			550	377.41	377.41	69%	Changing Rooms Meter	400	160.00	160.00	40%
Water	200	200			200	112.02	112.02	56%					
Building Maintenance	250	250		250	500	492.70	492.70	99%					
Electrical Maintenance	150	150			150	129.00	129.00	86%					
	<b>1,150.00</b>	<b>1,150.00</b>		<b>250.00</b>	<b>1,400.00</b>	<b>1,111.13</b>	<b>1,111.13</b>	<b>79%</b>		<b>400</b>			
<b>Old Mortuary</b>													
Building Maintenance	1000	1000			1000	746.00	746.00	75%	Mortuary Rent	150			
Old Mortuary Renovation	2000	2000			2000								
	<b>3,000.00</b>	<b>3,000.00</b>		<b>-</b>	<b>3,000.00</b>	<b>746.00</b>	<b>746.00</b>	<b>25%</b>		<b>150</b>			
	<b>31,760.00</b>	<b>31,760.00</b>	<b>-</b>	<b>2,655.00</b>	<b>34,415.00</b>	<b>20,080.53</b>	<b>20,408.53</b>	<b>59%</b>					
<b>Contingency Fund</b>	1000	1000			1000	3.00							
<b>PREMISES TOTAL</b>	<b>32,760.00</b>	<b>32,760.00</b>		<b>2,655.00</b>	<b>35,415.00</b>	<b>20,083.53</b>	<b>20,408.53</b>	<b>58%</b>	<b>PREMISES TOTAL</b>	<b>10550</b>	<b>6132</b>	<b>6499</b>	<b>62%</b>

AMENITIES									AMENITIES				
EXPENDITURE	ORIGINAL BUDGET	Re Forecast Budget		Carried over From RESERVES	Total Budgeted Spend	ACTUAL	ACTUAL	% of Budget Reached TO DATE	INCOME	BUDGET	ACTUAL	ACTUAL	% of Budget Reached TO DATE
	2013-14	2013-14	Difference	2013-14	2013-14	Dec-13	Jan-14			2013-14	Dec-13	Jan-14	
<b>Property Running Costs</b>													
<b>Bowling Green</b>													
Treatment & Scarifying	1500	1500			1500	120.00	120.00	8%	Bowling Club	550	550.00	550.00	100%
									Bowling League	550	550.00	550.00	100%
									Pay per Use Fees				
	<b>1,500.00</b>	<b>1,500.00</b>		-	<b>1,500.00</b>	120.00	120.00	8%		1100	1,100.00	1,100.00	100%
<b>Tennis Courts</b>													
Repair & Resurface	1000	4000	3000.00		4000	2,007.08	2,007.08	50%	Tennis Club Fees	939	963.00	963.00	103%
Tennis Court Path	500	500		250.00	750				Pay per Use Fees	250	88.20	88.20	35%
	<b>1,500.00</b>	<b>4,500.00</b>	3000.00	<b>250.00</b>	<b>4,750.00</b>	2,007.08	2,007.08	42%		1189	1,051.20	1,051.20	88%
<b>Burgage</b>													
Grass Cutting	1900	1900			1900	1,787.60	1,787.60	94%	Bonfire	120			
Kyre Bank Strimming	800	800			800	300.00	300.00	38%					
Play Area	500	500			500				Car Boot Sales	600	600.00	600.00	100%
Shrubs & Flowers	500	500			500								
Japanese Knotweed	500	500			500								
Premises License	100	100			100								
Honeycomb Grid for Access	2000		-2000.00										
New Play Area Fund	2000	2000			2000					720	600.00	600.00	83%
	<b>8,300.00</b>	<b>6,300.00</b>	-2000.00	-	<b>6,300.00</b>	2,087.60	2,087.60	33%					
<b>Palmers</b>													
Grass Cutting	1900	1900			1900	1787.60	1787.60	94%	Football Club	967	241.75	241.75	25%
Hedge Cutting	100	100			100	50.00	50.00	50%	Rugby Club	600	299.00	299.00	50%
Car Park Rates	4300	4300			4300	3742.00	4158.00	97%	May Fair	735	735.00	735.00	100%
Repainting of Carpark Lines	1000	1000			1000				Scout Hut	5	5.00	5.00	100%
	<b>7,300.00</b>	<b>7,300.00</b>		-	<b>7,300.00</b>	5,579.60	5,995.60	82%	Skip Rent, annual.				
										2307	1,280.75	1,280.75	56%
<b>General Costs</b>													
Groundsman Tools	300	300		100	400	215.79	215.79	54%	Cemetery charges	200	260.00	260.00	130%
Petrol/Diesel	300	300			300	118.18	118.18	39%					
Maintenance of Equipment	600	600			600	510.37	510.37	85%					
Maintenance Costs	1000	1000			1000	401.21	401.21	40%					
Tree Work	2000	2000		3000	5000	1,100.00	1,100.00	22%					
Groundsman Training	700	700			700	700.00	700.00	100%		200	260.00	260.00	130%
	<b>4,900.00</b>	<b>4,900.00</b>		<b>3,100.00</b>	<b>8,000.00</b>	2,345.55	3,045.55	38%					
										5516	4,291.95	4,291.95	95%
	<b>23,500.00</b>	<b>24,500.00</b>	1,000.00	<b>3,350.00</b>	<b>27,850.00</b>	12,139.83	13,255.83	204%					
<b>Contingency Fund</b>	1000	1000		1587.50	2587.5	1,657.50	1,657.50	64%					
<b>AMENITIES TOTAL</b>	<b>24,500.00</b>	<b>25,500.00</b>	1000.00	<b>4,937.50</b>	<b>30,437.50</b>	13,797.33	14,913.33	49%	<b>AMENITIES TOTAL</b>	5516	4,291.95	4,291.95	95%



ADMINISTRATION									ADMINISTRATION				
EXPENDITURE	ORIGINAL BUDGET	Re Forecast Budget		Carried over From RESERVES	Total Budgeted Spend	ACTUAL	ACTUAL	% of Budget Reached TO DATE	INCOME	BUDGET	ACTUAL	ACTUAL	% of Budget Reached TO DATE
	2013-14	2013-14	Difference	2013-14	2013-14	Dec-13	Jan-14			2013-14	Dec-13	Jan-14	
Petty Cash	200	200			200	160.00	160.00	80%					
Telephone/Broadband	700	700			700	438.78	506.96	72%					
Stationery & Misc.	450	450			450	325.44	325.44	72%					
Photocopying	450	450			450	406.75	406.75	90%					
Lone Worker Alarm	150	150			150	108.95	108.95	73%					
Computer & software	400	400			400	184.58	184.58	46%					
	<b>2350</b>	<b>2350</b>			<b>2350</b>	1624.5	1692.68	72%					
<b>Council Running Costs</b>													
Audit etc.	1800	1800			1800	1,200.00	1,200.00	67%	Recovered VAT	9000	3,801.34	3,801.34	42%
Internal Auditors Fee	200	200			200	150.00	150.00	75%	Wayleaves		45.24	45.24	
Elections	700	700			700							5.00	
Fees (Legal)	1000	1000			1000	796.00	796.00	80%	Interest on A/Cs	20	4.30	4.30	22%
Memberships CALC/SLCC	1200	1200			1200	1,201.94	1,201.94	100%	Hereford and Worcester A	10			
Training Courses	500	500			500								
Travel Allowances	200	200			200								
Insurance (all buildings)	8000	5500	-2500.00		5500	5,270.51	5,270.51	96%					
Employers Nat.Ins	4500	4500			4500	2,067.53	3,106.57	69%					
	<b>18100</b>	<b>15600</b>	<b>-2500.00</b>		<b>15600</b>	10685.98	11725.02	75%		9030	3850.876	3855.876	43%
<b>Community Services</b>													
Street Lighting	2500	2500			2500	1,101.47	1,101.47	44%					
Car Park Maintenance (Long term)	4000	4000			4000								
Bus shelter, maintenance/cleaning	400	400			400	48.00	48.00	12%					
	<b>6900</b>	<b>6900</b>			<b>6900</b>	1149.47	1149.47	17%					
<b>Donations</b>													
Tenbury in Bloom	150	150			150	150.00	150.00	100%					
Tenbury Tourism	350	350			350	350.00	350.00	100%					
Tenbury CAB		1000	1000.00		1000	1,000.00	1,000.00	100%					
Tenbury CoT Christmas Lights		500	500.00		500	500.00	500.00	100%					
	<b>500</b>	<b>2000</b>	<b>1500</b>		<b>2000</b>	500.00	500	25%					
<b>Promotion</b>													
Advertising	1000	1000			1000	640.33	640.33	64%					
Web Site/Digital Screen	300	300			300								
	<b>1300</b>	<b>1300</b>			<b>1300</b>	640.33	640.33	49%					
<b>Loans</b>													
Public Works Loan Board(all loans)	4500	4500			4500	3,957.58	3,957.58	88%					
	<b>4500</b>	<b>4500</b>			<b>4500</b>	3957.58	3957.58	88%					
<b>Payback Schemes</b>													
Lengthsman	3000	3000			3000	1,675.00	1,675.00	56%	Lengthsman	3000	1,255.00	1,255.00	42%
Footpaths	500	500			500				Footpaths	500			
Rate Relief	300	300			300				Rate Relief	300	144.24	144.24	48%
	<b>3800</b>	<b>3800</b>			<b>3800</b>	1675	1675	44%		3800	1399.24	1399.24	37%
Hanging Baskets	1000	1000		918	1918	350.00	1,813.50	95%	Hanging Baskets	1000			
	<b>1000</b>	<b>1000</b>		<b>918</b>	<b>1918</b>	<b>350</b>	<b>1813.5</b>	95%					
	<b>38,450.00</b>	<b>37,450.00</b>	<b>-1000.00</b>	<b>918.00</b>	<b>38,368.00</b>	20,582.86	23,153.58	60%					
<b>Contingency Fund</b>	1000	1000			1000	642.58	678.54	68%		12830	5,250.12	5,255.12	41%
ADMIN SUB TOTAL	<b>39,450.00</b>	<b>38,450.00</b>	<b>-1000.00</b>	<b>918.00</b>	<b>39,368.00</b>	21,225.44	23,832.12	61%					

EXPENDITURE	ORIGINAL BUDGET	Re Forecast Budget	Difference	Carried over From RESERVES	Total Budgeted Spend	ACTUAL	ACTUAL	% of Budget Reached TO DATE					
	2013-14	2013-14		2013-14	2013-14	Dec-13	Jan-14		INCOME	12830	5,250.12	5,255.12	41%
										BUDGET	ACTUAL	ACTUAL	% of Budget Reached TO DATE
										2013-14	Dec-13	Jan-14	
<b>WAGES/ALLOWANCES</b>													
Mayors Allowance	1500	1500			1500	559.00	559.00	37%					
SALARIES	60000	60000			60000	44,524.79	52,102.35	87%					
HLF Salaries	21000	21000			21000	13,437.32	13,896.44	66%					
WAGES/ALLOWANCES TOTAL	61500	61500			61500.00	45083.79	52661.35	86%					
<b>ADMIN GRAND TOTAL</b>	<b>100,950</b>	<b>99,950</b>	<b>-1000.00</b>	<b>918</b>	<b>100,868.00</b>	66,309.23	76,493.47	76%					
<b>OVERVIEW</b>									<b>OVERVIEW</b>				
		Re Forecast Budget			Total Budgeted Spend				<b>PRECEPT</b>	129314	129,314.00	129,314.00	100%
<b>TOTALS</b>	2013/14	2013/14	Difference	2013/14	2013/14	Actual	Actual	% of Budget Reached TO DATE	<b>Year End Projected Balance Unreceived</b>	% of Budget Reached TO DATE	Actual	Actual	% of Budget Reached TO DATE
<b>EXPENDITURE</b>	<b>BUDGET</b>	<b>BUDGET</b>			<b>BUDGET</b>	Dec-13	Jan-14				Dec-13	Jan-14	
PREMISES	32760	32,760.00		2655	35415	20,083.53	20,408.53	58%					
AMENITIES	24500	25,500	1000.00	4937.5	30438	13,797.33	14,913.33	49%	PREMISES	10550	6,131.50	6,498.50	62%
ADMINISTRATION	100950	99,950	-1000.00	918	100868	66,309.23	76,493.47	76%	AMENITIES	5516	4,291.95	4,291.95	95%
SUBTOTAL	158210	158210		8511	166721	100,190.09	111,815.33	67%	ADMINISTRATION	12830	5,250.12	5,255.12	41%
PRECEPT									SUBTOTAL	28896	15674	16046	58%
TOTAL	158210	158210		8511	166721	100,190	111,815	67%	PRECEPT	129314	129314	129314	100%
HLF incl Salaries									GRAND TOTAL	158210	160661.132	145359.566	92%

## **Regal Trust Report December 2013**

December was, predictably a busy month for us which included a ten day period where we had over 2,600 people through the doors.

December was also the first month we sold 500 ice creams, which is a logistical feat with a freezer that has a maximum capacity of 180 tubs.

Behind the scenes we are busily booking shows and films through the the end of 2015, with a number of months already fully booked. We are particularly pleased to welcome back, the Here to There Amateur Group for their Summer production as well as both the Tenbury Town Band and the Teme Valley Band.

We have no live shows in January, so our Technical Team will be spending time (and money) on repairs, maintenance and renewals of the stage lighting equipment.

We are showing our usual eclectic mix of film genres and in addition three Shakespeare productions from the Globe Theatre, and a ballet from the Royal Opera House.

We have now had one film server installed and are awaiting the delivery of the second. This will then give us extra flexibility with our programming and reduce our reliance on couriers.

We are looking forward to our Fundraising Variety Night on the 8th February starring Bobby Crush and co-starring Chris Davis who is returning to the stage with his comedy magic act. Book your tickets now for this unmissable show.