

## **BERKHAMSTED TOWN COUNCIL**

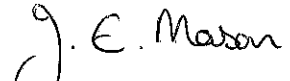
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Civic Centre  
161 High Street  
Berkhamsted  
Herts  
HP4 3HD

14 August 2018

### **SUMMONS TO ALL MEMBERS OF THE COUNCIL**

Notice is hereby given a Meeting of **Berkhamsted Town Council** will be held in the Council Chamber, Civic Centre, Berkhamsted on **Monday 20 August 2018** at **7.30 pm** for the purpose of transacting the business set out in the agenda below and you are hereby summoned to attend.

  
Mrs J Mason  
Town Clerk

#### **MEMBERS:**

Councillors S Beardshaw (Town Mayor)  
A Armytage  
S Bateman  
D Collins  
E Collins  
G Corry  
F Earl  
Mrs C Green  
J Jones  
P B Matthews  
B Newton (Deputy Mayor)  
Dr I M Reay  
T Ritchie  
G Stevens  
G Yearwood

**MEMBERS OF THE PUBLIC ARE INVITED TO ALL MEETINGS OF THE TOWN COUNCIL**

**FC 81/18 Apologies for absence**

To receive apologies for absence.

**FC 82/18 Declarations of Interest**

To receive **declarations of interest** regarding items on the agenda.

**FC 83/18 Minutes of Last Meeting**

To receive and approve the **minutes of the last Full Council Meeting** held on 4 June 2018.

**FC 84/18 Town Mayor's Communications**

- (i) HAPTC Bulletin 10 July  
(010818)\*
- (ii) Herts Valleys CCG – Invitation to AGM Thursday 13 September 2018  
(010818)\*
- (iii) NALC Newsletter  
(010818)\*
- (iv) HAPTC 2 August e-mail regarding NALC's "Call for evidence" to assist in their response to the Governed consultation on the Rural Economy  
(030818)\*
- (v) Invitation to NHS Herts Valleys CCG AGM 13 September  
(030818)\*

\*Date circulated to councillors

**FC 85/18 Public Participation**

To suspend Standing Orders to **allow any member of the public present to speak**.

**STANDING COMMITTEES**

To **receive and adopt** the minutes of the:

**FC 86/18 Finance and Policy Committee**

Held on: \* 9 July 2018

**FC 87/18 Town Planning Committee**

Held on: \*4 June 2018; \*25 June 2018; \*16 July 2018 and \*6 August 2018

**FC 88/18 Transport & Environment Committee**

Held on: \*11 June 2018 and \*\*13 August 2018.

\* Previously circulated

\*\* To follow

**WORKING GROUPS**

To receive and adopt notes from the:

**FC 89/18 Allotment Management Team 7 August 2018 (to follow)**

**ALLOTMENT MATTERS**

**FC 90/18 Review of allotment rental and other charges for the allotment year commencing 29 September 2018.**

- (i) The **recommendation** from the Allotment Management Team (AMT) meeting held on 7 August is that land rent and water charges should remain unchanged for the coming year. It was further proposed that the possibility of combining land rent and water charges be investigated and discussed, for implementation in 2019.
- (ii) To **Resolve** that the above recommendations be approved and that investigations into combining land rent and water charges should be made and discussed.

**FC 91/18 Deer Fencing at Sunnyside New allotment site**

- (i) To **note** the recommendation from the AMT that the budgeted proposal to install deer fencing should be extended. Originally it was suggested that only the Northern edge of the site should be fenced. However, given increased deer activity and severe damage to crops, quotations will be sought for fencing the whole site and reported back to the Town Council for consideration at a future date.
- (ii) To **Resolve** that the above recommendation should be investigated and costs reported back for consideration at a future meeting.

**FINANCIAL MATTERS**

**FC 92/18 Income and Expenditure including Receipts and Payments Schedule**

- (i) To **note and approve** the Income and Expenditure and Variance Analysis at 31 July 2018. (Attached.)
- (ii) **Receipts and Payments Schedule for the period 1 June – 31 July 2018** has been sent to Cllrs B Newton and G Stevens for scrutiny and they will report back as appropriate at the meeting. (Attached.)

## ENVIRONMENTAL MATTERS

**FC 93/18** Dacorum Borough Council public consultation for a dog related Public Space Protection Order relating to the whole of Dacorum (papers attached)

- (i) To **note** that the consultation closes on 14 September 2018
- (ii) To **resolve** that the Town Council should support the proposals and respond accordingly to the survey

**FC 94/18** To **RESOLVE** that under Section 1 of the Public Bodies (Admission to Meetings) Act 1960 the public and press be excluded for the remainder of the meeting, because it is likely that publicity would prejudice the public interest by reason of the confidential nature of the business or for other special reasons stated in the resolution, arising from the nature of the business or proceedings.

**FC 95/18** To **receive** an update on advertising for the position of Deputy Clerk to the Town Council following the Support Services Group meeting held on 27 June 2018.

JEM 140818

FC 22/18 (ii)  
Receipts & payments  
1/6 - 31/7/18.

**BERKHAMSTED TOWN COUNCIL**

**FINANCIAL PAPERS**  
For the Full Council Meeting dated  
20th August 2018

**RECEIPTS & PAYMENTS: 01/06/18 to 31/07/18**

**RECEIPTS**

Bank cash receipts

Details attached

Customer Invoices

Details attached

Customer Credit Notes

Details attached - N/a

**PAYMENTS**

Bank cash payments

Details attached

Supplier invoices

Details attached

Supplier Credit Notes

Details attached - N/a

Annual Subscription Payments – FYTD

Details attached

E-mail: Councillor Newton  
Councillor Stevens

Hard copies Town Clerk  
Finance Officer (2 Nr)

**Full Council  
Financial Papers**

**Receipts**

Date: 14/08/2018  
 Time: 12:13:37

Berkhamsted Town Council

ACCOUNTS SUB-COMMITTEE: BANK CASH RECEIPTS (DETAILED)

Date From: 01/06/2018  
 Date To: 31/07/2018

Bank From:  
 Bank To: 999999999

Transaction From: 1  
 Transaction To: 99,999,999

N/C From:  
 N/C To: 999999999

Dept From: 0  
 Dept To: 999

No	Tr	Bank	N/C	Date	Refn	Details
30182	BR	1245	0577	04/06/2018		Interest earned
30184	BR	1248	0579	20/06/2018		Interest earned
30269	BR	1245	0577	04/07/2018		Interest earned
30268	BR	1210	2202	31/07/2018	HMRC Q1 ReQ1 Apr - Jun 18	VAT Repayment

Totals:

Dept	Net	Tax T/C	Gross V	Bank Rec.
0	11.74	0.00 T9	11.74 -	R 30/06/2018
0	59.38	0.00 T9	59.38 -	R 30/06/2018
0	11.36	0.00 T9	11.36 -	R 31/07/2018
0	1,685.18	0.00 T9	1,685.18 -	R 31/07/2018
	<u>1,767.66</u>	<u>0.00</u>	<u>1,767.66</u>	

**Berkhamsted Town Council**

**ACCOUNTS SUB-COMMITTEE: CUSTOMER INVOICES**

Date: 14/08/2018  
Time: 12:15:44

Date From: 01/06/2018  
Date To: 31/07/2018

Customer From: ZZZZZZZZ  
Customer To: ZZZZZZZZ

Transaction From: 1  
Transaction To: 99,999,999

N/C From: 999999999  
N/C To: 999999999

Dept From: 0  
Dept To: 999

Tran No.	Ip	Date	A/C Ref	Customer's Name	N/C	Inv Ref	Dept	Details	Net Amount	Tax Amount	T/C	Gross Amount	V	B
30131	SI	18/06/2018	SUNNYNE	Allotments Sunnyside New	0600	SSN-7B_Inv 0		<del>Water Rates</del> , Water Rates	7.50	0.00	T0	7.50	R	-
30130	SI	18/06/2018	SUNNYNE	Allotments Sunnyside New	0610	SSN-7A_Inv 0		<del>Water Rates</del> , Water Rates	7.50	0.00	T0	7.50	R	-
30129	SI	18/06/2018	SUNNYNE	Allotments Sunnyside New	0612	SSN-7A_Inv 0		<del>Water Key</del> , Water Key	10.00	0.00	T0	10.00	R	-
30149	SI	13/07/2018	BUTTSMEA	Allotments Butts Meadow	0610	BM-6B_Inv 0		<del>Water Rates</del> , Water Rates	6.75	0.00	T0	6.75	N	-
30153	SI	13/07/2018	DELLFIEL	Allotments Dellfield	0610	DF-G_Inv 0		<del>Water Rates</del> , Water Rates	7.50	0.00	T0	7.50	N	-
30151	SI	13/07/2018	DELLFIEL	Allotments Dellfield	0610	DF-11_Inv 0		<del>Water Rates</del> , Water Rates	15.00	0.00	T0	15.00	N	-
30152	SI	13/07/2018	DELLFIEL	Allotments Dellfield	0610	DF-O_Inv 0		<del>Water Rates</del> , Water Rates	7.50	0.00	T0	7.50	N	-
30150	SI	13/07/2018	BUTTSMEA	Allotments Butts Meadow	0612	BM-6B_Inv 0		<del>Water Key</del> , Water Key	10.00	0.00	T0	10.00	N	-
<b>Totals:</b>									<u>71.75</u>	<u>0.00</u>		<u>71.75</u>		



**Full Council  
Financial Papers**

**Payments**

**Berkhamsted Town Council**

Date: 14/08/2018

Time: 12:14:16

**ACCOUNTS SUB-COMMITTEE: BANK CASH PAYMENTS (DETAILED)**

Date From: 01/06/2018  
Date To: 31/07/2018

Bank From: 999999999  
Bank To: 999999999

Transaction From: 1  
Transaction To: 99,999,999

N/C From: 999999999  
N/C To: 999999999

Dept From: 0  
Dept To: 999

<u>No</u>	<u>Ip</u>	<u>Bank</u>	<u>N/C</u>	<u>Date</u>	<u>Refn</u>	<u>Details</u>	<u>Dept</u>	<u>Net</u>	<u>Tax T/C</u>	<u>Gross V</u>	<u>B</u>	<u>Bank Rec. Date</u>
30183	BP	1210	7151	29/06/2018		Charges incurred	0	6.90	0.00	6.90	R	30/06/2018
30207	BP	1210	7304	10/07/2018	SSO-A40	Hyde S, Refund x 2 Years Rent re Terminated Tenancy	0	50.00	0.00	50.00	N	
30271	BP	1210	7151	31/07/2018		Charges incurred	0	3.30	0.00	3.30	R	31/07/2018
<b>Totals:</b>								<u>60.20</u>	<u>0.00</u>	<u>60.20</u>		

**Berkhamsted Town Council**

Date: 14/08/2018  
Time: 12:16:54

**ACCOUNTS SUB-COMMITTEE: SUPPLIER INVOICES (DETAILED)**

Supplier From: ZZZZZZZZ  
Supplier To:

N/C From: 999999999  
N/C To:

Date From: 01/06/2018  
Date To: 31/07/2018

Transaction From: 1  
Transaction To: 99,999,999

Dept From: 0  
Dept To: 999

<u>Tran No.</u>	<u>Tr Date</u>	<u>A/C Ref</u>	<u>Suppliers Name</u>	<u>N/C</u>	<u>Inv Ref</u>	<u>Dept Details</u>	<u>Net Amount</u>	<u>Tax Amount</u>	<u>T/C Gross Amount</u>	<u>V</u>	<u>R</u>
30024	PI 01/06/2018	KCSTSL01	IQuada Ltd	7052	MSP-8703 0	IT Support Services - June 2018	810.00	162.00	972.00	T1	R -
30109	PI 04/06/2018	HLF01	Heritage Lottery Fund East of England	7540	Heritage H0	Partnership Funding re Heritage Hub, Lott	3,500.00	0.00	3,500.00	T0	R -
30116	PI 04/06/2018	MEND01	Mend-A-Main	7579	4588 0	Emergency Water Mains Repairs	25.00	0.00	25.00	T0	R -
30115	PI 08/06/2018	POL01	Post Office Ltd	7005	LP13 LFW0	Vehicle Tax TW Van LP13 LFW	250.00	0.00	250.00	T0	R -
30114	PI 11/06/2018	DBC-FD01	Dacorum Borough Council	7050	600114 14 0	BTC Office Rent 24/06 to 28/09/18	3,375.00	0.00	3,375.00	T0	R -
30094	PI 11/06/2018	GRAD01	Gradwell Communications Ltd	7062	1247527 0	Landline Calls from 11/06 and Mobiles Ca	27.62	5.52	33.14	T1	R -
30099	PI 11/06/2018	SRTTL01	SRT Trading Limited	7550	1294 0	London Road Maintenance 22/05/18	28.00	5.60	33.60	T1	R -
30098	PI 11/06/2018	SRTTL01	SRT Trading Limited	7550	1291 0	Coombe Gardens Maintenance 16/05/18	32.00	6.40	38.40	T1	R -
30113	PI 11/06/2018	DBC-FD01	Dacorum Borough Council	7576	150100 14 0	LMYC Rent 24/06 to 28/09/18	62.50	12.50	75.00	T1	R -
30112	PI 11/06/2018	DBC-FD01	Dacorum Borough Council	7578	737320 14 0	LMYC Trade Refuse Charges 01/07 to 30/	183.55	0.00	183.55	T0	R -
30038	PI 11/06/2018	SJC01	SJ Cleaning Services Ltd	7579	Inv 11-06-0	Remove Flood Water and Mop all Floors a	195.00	0.00	195.00	T0	R -
30120	PI 13/06/2018	LIND01	David Lindon & Co	7000	June 18 Pa0	Office Salary Costs, June 18	5,198.56	0.00	5,198.56	T0	R -
30121	PI 13/06/2018	LIND01	David Lindon & Co	7004	June 18 Pa0	TW Salary Costs, June 18	1,867.13	0.00	1,867.13	T0	R -
30122	PI 13/06/2018	LIND01	David Lindon & Co	7008	June 18 Pa0	LMYC Caretaker Salary Costs, June 18	435.66	0.00	435.66	T0	R -
30110	PI 19/06/2018	ALLEN01	Allen & Couser Ltd	7005	57699 0	Service TW Van LP13 LFW	253.17	50.63	303.80	T1	R -
30111	PI 19/06/2018	ALLEN01	Allen & Couser Ltd	7005	57699 0	MOT TW Van LP13 LFW	54.85	0.00	54.85	T0	R -
30117	PI 29/06/2018	LIND01	David Lindon & Co	7020	103/0864/ 0	Quarterly Payroll Fee April to June 18	200.00	40.00	240.00	T1	R -
30106	PI 30/06/2018	ALLSTAR1	Allstar Business Solutions Ltd	7005	E2000991 0	Diesel for TW Van 25/06/18	44.25	8.85	53.10	T1	R -
30101	PI 30/06/2018	SRTTL01	SRT Trading Limited	7550	1320 0	Coombe Gardens Maintenance 27/06/18	32.00	6.40	38.40	T1	R -
30100	PI 30/06/2018	SRTTL01	SRT Trading Limited	7550	1315 0	London Road Maintenance 19/06/18	28.00	5.60	33.60	T1	R -
30096	PI 01/07/2018	KCSTSL01	IQuada Ltd	7052	MSP-8721 0	IT Support Services - July 2018	810.00	162.00	972.00	T1	N -
30190	PI 01/07/2018	SJC01	SJ Cleaning Services Ltd	7066	Inv_30-06-0	Fortnightly Clean 13/06 & 27/06/18	56.00	0.00	56.00	T0	N -
30191	PI 01/07/2018	SJC01	SJ Cleaning Services Ltd	7066	Inv_30-06-0	Monthly Clean 13/06/18	14.00	0.00	14.00	T0	N -

Date: 14/08/2018  
Time: 12:16:54

Date From: 01/06/2018  
Date To: 31/07/2018  
Transaction From: 1  
Transaction To: 99,999,999  
Dept From: 0  
Dept To: 999

**Berkhamsted Town Council**

**ACCOUNTS SUB-COMMITTEE: SUPPLIER INVOICES (DETAILED)**

Supplier From: ZZZZZZZZ  
Supplier To:  
N/C From: 999999999  
N/C To:

Tran No.	In Date	A/C Ref	Suppliers Name	N/C	Inv Ref	Dept Details	Net Amount	Tax Amount	T/C	Gross Amount	V	B
30192	PI 01/07/2018	FCS01	Frank Cooper & Son	7306	39655_29-0	Grass Cutting SSO, SSN & BM	224.00	44.80	T1	268.80	N	-
30097	PI 03/07/2018	BGS01	British Gas Services (Commercial) Ltd	7578	BR.23506 0	YC Boiler Contract 22/08 to 21/08/19	156.25	31.25	T1	187.50	N	-
30102	PI 06/07/2018	MASON01	Janet Mason	7060	Exp 06-07-0	Refreshments for GDPR Day	8.95	0.00	T0	8.95	N	-
30103	PI 06/07/2018	MASON01	Janet Mason	7060	Exp 06-07-0	Milk for Office	3.44	0.00	T0	3.44	N	-
30104	PI 06/07/2018	MASON01	Janet Mason	7065	Exp 06-07-0	Next Day Del AMcH Letter to LGPS re Le	6.50	0.00	T2	6.50	N	-
30105	PI 06/07/2018	MASON01	Janet Mason	7065	Exp 06-07-0	Next Day Del AGAR Forms & Papers 17/	7.30	0.00	T0	7.30	N	-
30119	PI 09/07/2018	TVW01	Affinity Water (Prev Three Valleys Water)	7303	1129796-00	DF Water Charges 23/01 to 07/07/18 & St	194.11	0.00	T0	194.11	N	-
30095	PI 09/07/2018	SWAN01	The Swan Youth Project Limited	7575	Q2_09-07-0	Q2 Contribution Swan Youth Project	3,750.00	0.00	T0	3,750.00	N	-
30128	PI 09/07/2018	PRINT01	The Print Centre	7630	19266 0	Acrylic Sign/Plaque A5 re Berk Lions Def	180.00	36.00	T1	216.00	N	-
30118	PI 10/07/2018	DANW01	Apogee Corporation Ltd	7063	892465 0	Photocopier Costs 19/04 to 10/07/18	122.31	24.46	T1	146.77	N	-
30123	PI 11/07/2018	LIND01	David Lindon & Co	7000	July 18 Pa 0	Office Salary Costs, July 18	5,722.56	0.00	T0	5,722.56	N	-
30124	PI 11/07/2018	LIND01	David Lindon & Co	7004	July 18 Pa 0	TW Salary Costs, July 18	1,867.13	0.00	T0	1,867.13	N	-
30125	PI 11/07/2018	LIND01	David Lindon & Co	7008	July 18 Pa 0	LMYC Salary Costs, July 18	435.66	0.00	T0	435.66	N	-
30126	PI 11/07/2018	GRAD01	Gradwell Communications Ltd	7062	1251165 0	Landline Calls from 11/07 and Mobile Cal	28.42	5.68	T1	34.10	N	-
30189	PI 13/07/2018	TVW01	Affinity Water (Prev Three Valleys Water)	7303	3017475-90	SSN Water Charges 17/01 to 12/07/18	213.25	0.00	T0	213.25	N	-
30127	PI 13/07/2018	VAHDY01	VAH DIY Ltd	7579	INV56339 0	Hacksaw to Remove Padlock for repair by	4.66	0.93	T1	5.59	N	-
30187	PI 16/07/2018	TVW01	Affinity Water (Prev Three Valleys Water)	7303	1133344-00	SSO Water 17/01 to 13/07 & Standing Ch	384.19	0.00	T0	384.19	N	-
30193	PI 19/07/2018	CS01	The Chiltern Society	7059	2725_19-00	Annual Subs, Chiltern Society	30.00	0.00	T0	30.00	N	-
30188	PI 20/07/2018	TVW01	Affinity Water (Prev Three Valleys Water)	7303	1130612-20	BM Water Charges 23/01 to 19/07/18	164.96	0.00	T0	164.96	N	-
30194	PI 24/07/2018	MET01	Metric Carpets Ltd	7579	30549 0	Fit Matting to entrance LMYC & dispose	229.25	45.85	T1	275.10	N	-
30200	PI 27/07/2018	BEAR01	Sue Beardshaw	7350	Exps_Apr 0	Happy Wanders Club Donation - 23/07/18	20.00	0.00	T0	20.00	N	-
30198	PI 27/07/2018	BEAR01	Sue Beardshaw	7350	Exps_Apr 0	HCC CEO Garden Party, 55 miles @ 0.45	24.75	0.00	T0	24.75	N	-
30199	PI 27/07/2018	BEAR01	Sue Beardshaw	7350	Exps_Apr 0	Happy Wanders Club, Potten End, 6 miles	2.70	0.00	T0	2.70	N	-

**Berkhamsted Town Council**

Date: 14/08/2018  
Time: 12:16:54

**ACCOUNTS SUB-COMMITTEE: SUPPLIER INVOICES (DETAILED)**

Date From: 01/06/2018  
Date To: 31/07/2018

Supplier From:  
Supplier To: ZZZZZZZ

Transaction From: 1  
Transaction To: 99,999,999

N/C From:  
N/C To: 999999999

Dept From: 0  
Dept To: 999

<u>Tran No.</u>	<u>Tr Date</u>	<u>A/C Ref</u>	<u>Suppliers Name</u>	<u>N/C</u>	<u>Inv Ref</u>	<u>Dept Details</u>	<u>Net Amount</u>	<u>Tax Amount</u>	<u>T/C</u>	<u>Gross Amount</u>	<u>Y</u>	<u>B</u>
30197	PI 27/07/2018	BEAR01	Sue Beardshaw	7350	Exps_Apr 0	Berkhamsted Bake-Off Donation, Town H	10.00	0.00	T0	10.00	N	-
30196	PI 27/07/2018	BEAR01	Sue Beardshaw	7350	Exps_Apr 0	RAF Halton Reception, 22 miles @ 0.45p	9.90	0.00	T0	9.90	N	-
30228	PI 30/07/2018	SRTTL01	SRT Trading Limited	7550	1332 0	London Road Maintenance 17/07/18	28.00	5.60	T1	33.60	N	-
30225	PI 31/07/2018	HCC-CS01	Hertfordshire County Council (County Supplies)	7054	H0718068 0	Pink, Blue, Green and 1 box White P/Copi	70.29	14.06	T1	84.35	N	-
30223	PI 31/07/2018	THCDP01	Information Commissioner's Office	7059	ICO_Z7070	Renewal Data Protection Fee 12/09/18 to	40.00	0.00	T0	40.00	N	-
30230	PI 31/07/2018	SJC01	SJ Cleaning Services Ltd	7066	Inv_31-07-0	Fortnightly Clean 11/07 & 25/07/18	56.00	0.00	T0	56.00	N	-
30231	PI 31/07/2018	SJC01	SJ Cleaning Services Ltd	7066	Inv_31-07-0	Monthly Clean 11/07/18	14.00	0.00	T0	14.00	N	-
30224	PI 31/07/2018	VAHDIY01	VAH DIY Ltd	7304	INV56558 0	Combination Padlock for DF Side Gate	8.33	1.66	T1	9.99	N	-
<b>Totals</b>							<b>31,499.18</b>	<b>675.79</b>		<b>32,174.97</b>		

Date: 14/08/2018  
 Time: 12:19:23

**Berkhamsted Town Council**

Page: 1

**1.Nominal Activity - Excluding No Transactions**

Date From: 01/04/2018  
 Date To: 31/07/2018

N/C From: 7059  
 N/C To: 7059

Transaction From: 1  
 Transaction To: 99,999,999

N/C: 7059      Name: Subscriptions      Account Balance: 2,233.31 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
29617	PI	01/04/2018	HAPTC01	1819/13	Annual Membership HAPTC	0	TO	1,135.88	1,135.88		R	-
29618	PI	01/04/2018	HAPTC01	1819/13	Annual Membership NALC	0	TO	987.43	987.43		R	-
29865	PI	01/04/2018	BDCC01	BDCC16033	Annual Membership BDCC 1st	0	TO	40.00	40.00		R	-
30193	PI	19/07/2018	CS01	2725_19-07	Annual Subs, Chiltern Society	0	TO	30.00	30.00		N	-
30223	PI	31/07/2018	TICDP01	ICQ_Z7073	Renewal Data Protection Fee	0	TO	40.00	40.00		N	-
<b>Totals:</b>									2,233.31			
<b>History Balance:</b>									2,233.31			

I &amp; E against Budget 2017-18 at 31-Jul-18

	Actual 31-Mar-17	Budget 2017/18	Actual 31-Mar-18	Budget 2018/19	Actual 31-Jul-18	Predicted Exp/Income 31-Jul-18	Budget Less YTD
TOTAL INCOME	£238,533	£258,892	£283,157	£266,378	£248,236	£274,848	£18,142
TOTAL EXPENDITURE	£207,301	£240,349	£231,121	£286,563	£85,767	£289,371	£200,796
Surplus/Deficit	£31,232	£18,543	£52,036	-£20,185	£162,469	14,523	182,654

Check (£ 182,654)

2018/19 Exp Budget includes total of £39,203 Previously agreed additional budget, re CiL, Reserves &amp; Insurance

	Actual 31/3/17	Actual 31/3/18
RESERVES		
1300 General Reserve	149,748	166,039
1340 Election Cost Fund	-	4,212
1350 Asset Renewal Fund	103,892	103,637
1380 Allotment Reserve Fund	14,074	15,012
1385 Defibrillator Reserve Fund		3,318
1390 CiL Receipts Reserve	8,130	36,662
1343 Alan Dickman Fund	10,000	9,000
	£285,844	£337,880

FC 92/18 (i)  
Income & Expenditure  
@ 31/7/18

BTC Income Expenditure Current Financial Year

2018-19

	Actual 31-Mar-17	Budget 2017/18	Actual 31-Mar-18	Budget 2018/19	Actual 31-Jul-18	Predicted Income 31-Jul-18	Budget Less YTD 2018/19
<b>INCOME</b>	<b>177,355</b>	<b>186,255</b>	<b>186,255</b>	<b>191,843</b>	<b>191,843</b>	<b>191,843</b>	<b>-</b>
0100 Precept	15,098	15,299	15,299	15,452	15,452	15,452	-
0150 Town Warden Grant	450	-	695	-	940	940	-
0660 DBC Noticeboards	2,685	3,380	2,685	3,625	2,685	2,685	-
0661 Cemetry/Churchyard	3,493	3,138	3,138	2,538	2,538	2,538	-
0950 Council Tax Advance Grant	<b>21,726</b>	<b>21,817</b>	<b>21,817</b>	<b>21,615</b>	<b>21,615</b>	<b>21,615</b>	<b>-</b>
<b>Concurrent Services</b>							
0125 Community Infrastructure Levy* See Below	8,130	20,000	28,532	22,000	30,470	30,470	( 8,470)
0180 Advance Festival of Light Grant	-	-	1,059	-	-	-	-
0200 Festival of Light Grants	6,000	6,000	6,000	6,000	-	6,000	-
0760 Festival of Light Income & Donations	630	500	1,000	500	-	500	-
<b>Festival of Light</b>	<b>6,630</b>	<b>6,500</b>	<b>8,059</b>	<b>6,500</b>	<b>-</b>	<b>6,500</b>	<b>6,500</b>
0600/05 Allotment Land Rent	7,401	8,150	7,041	7,300	254	7,300	-
0603 Allotment Income - Other	-	-	-	-	-	-	-
0610 Allotment Water Rates Income	1,413	1,900	1,761	1,800	115	1,800	-
0612-18 Water & Gate Key Sales (Prev incl deposits)	115	170	130	120	90	120	-
<b>Allotment Income</b>	<b>8,929</b>	<b>10,220</b>	<b>8,932</b>	<b>9,220</b>	<b>459</b>	<b>9,220</b>	<b>8,761</b>
0675/6 YC Regular & Ad-Hoc Bookings	12,045	12,500	12,075	12,200	4,000	12,200	-
0677 YC Car Park Fees/Other Income	458	-	7,517	-	-	-	-
<b>Lagley Meadow Youth Centre</b>	<b>12,503</b>	<b>12,500</b>	<b>19,592</b>	<b>12,200</b>	<b>4,000</b>	<b>12,200</b>	<b>8,200</b>
0350/0768 Parish Paths Grant	300	1,000	-	1,000	-	1,000	-
0762 Auth Transactions - Environmental Projects	-	-	2,250	-	-	-	-



BTC Income Expenditure Current Financial Year

2018-19

	Actual 31-Mar-17	Budget 2017/18	Actual 31-Mar-18	Budget 2018/19	Actual 31-Jul-18	Predicted Income 31-Jul-18	Budget Less YTD 2018/19
INCOME							
0425 Defibrillator Income (Lions Club re EMR)	-	-	6,000	-	-	-	-
0400 Miscellaneous Income	70	-	-	-	-	-	-
0545-79 Bank Interest	2,890	600	1,720	2,000	(151)	2,000	2,151
<b>Total Income</b>	<b>238,533</b>	<b>258,892</b>	<b>283,157</b>	<b>266,378</b>	<b>248,236</b>	<b>274,848</b>	<b>18,142</b>

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116.34%

Check 18,142

BTC Income Expenditure Current Financial Year

	Actual 31-Mar-17	2018-19					Budget Less YTD 2018/19
		Budget 2017/18	Actual 31-Mar-18	Budget 2018/19	Actual 31-Jul-18	Predicted Exp. 31-Jul-18	
<b>EXPENDITURE</b>							
7000/04 Staff Salary Costs	99,094	103,000	101,993	105,060	32,579	105,060	
7001 Travel & Subsistence	12	250	75	250	-	250	
7002 Staff Training	-	500	1,558	1,000	-	1,000	
7005 Town Warden Transport	807	1,000	662	1,000	646	1,000	
7006 Town Warden Other	81	200	156	350	49	350	
7010 3rd Party Costs - (Incl Accountant)	2,751	1,610	999	1,700	(66)	1,700	
7011 GDPR Compliance Services DPO	-	-	-	7,200	2,292	7,200	
7012 Consultancy CP and IT	667	-	-	3,500	-	3,500	
7020 Salary Administration	-	600	616	800	200	800	
7003 Staff Recruitment Costs	-	500	-	600	-	600	
<b>Support Services</b>	<b>103,412</b>	<b>107,660</b>	<b>106,059</b>	<b>121,460</b>	<b>35,700</b>	<b>121,460</b>	<b>85,760</b>
7050 Office Rent/Rates	19,740	19,429	19,842	20,000	13,781	20,000	
7051 Room Hire	70	150	66	150	-	150	
7052 Computing Costs	11,554	10,500	11,459	12,000	4,098	12,000	
7054 Stationery	662	700	819	800	70	800	
7057 Miscellaneous	100	50	34	50	12	50	
7058 Insurance	2,563	3,100	2,743	3,000	2,991	3,000	
7059 Subscriptions	2,459	2,700	2,576	2,500	2,233	2,500	
7060 Catering Supplies	120	150	156	175	29	175	
7061 Repairs	41	200	65	150	-	150	
7062 Telephones	326	400	493	500	123	500	
7063 Photocopier Costs	387	450	605	600	176	600	
7064 Annual Maintenance Contracts	560	650	619	650	566	650	
7065 Postage	734	700	777	700	139	700	
7066 Office Cleaning	338	1,000	837	900	308	900	
<b>Office/Admin Facilities</b>	<b>39,654</b>	<b>40,179</b>	<b>41,091</b>	<b>42,175</b>	<b>24,526</b>	<b>42,175</b>	<b>17,649</b>
7750 Authorised Transactions - Staff & Related	-	-	-	-	-	-	
7100 Training	70	200	140	400	-	400	
7101 Travel & Subsistence	18	150	-	150	-	150	
<b>Councillors' Costs</b>	<b>88</b>	<b>350</b>	<b>140</b>	<b>550</b>	<b>-</b>	<b>550</b>	<b>550</b>
7055 Prior Year Vat Reclaimed	-	-	(770)	-	-	-	
7150 Audit Fees	1,356	1,500	1,356	1,500	-	1,500	
7151 Bank Charges	179	150	206	200	24	200	
7153 Legal Fees	1,501	3,000	213	2,000	-	2,000	
<b>Financial and Legal</b>	<b>3,036</b>	<b>4,650</b>	<b>1,775</b>	<b>3,700</b>	<b>24</b>	<b>3,700</b>	<b>3,676</b>

BTC Income Expenditure Current Financial Year

	Actual 31-Mar-17	2018-19				Budget Less YTD 2018/19
		Budget 2017/18	Actual 31-Mar-18	Budget 2018/19	Actual 31-Jul-18	
<b>EXPENDITURE</b>						
7160 DBC noticeboard expenses	-	-	-	-	2	2
7161 DBC Churchyard/Cemetery Grass Cutting	2,685	3,500	2,685	3,625	2,685	2,685
<b>DBC Delegated Functions</b>	<b>2,685</b>	<b>3,500</b>	<b>2,685</b>	<b>3,625</b>	<b>2,687</b>	<b>938</b>
<b>7250-557755 Grant Awards</b>	<b>4,580</b>	<b>7,500</b>	<b>5,325</b>	<b>7,500</b>	<b>1,460</b>	<b>6,040</b>
7300 Improvements	2,308	2,500	4,091	2,000	250	2,000
7303 Water Supply Charges	1,111	1,500	1,172	1,500	957	1,500
7304/07 General Expenses	160	300	16	-	8	-
7306 Annual Maintenance Costs	2,939	2,250	2,235	2,250	809	2,250
7308 Legal Fees	-	-	-	-	-	-
7309 Allotment Software Support	451	500	464	500	235	500
7794/5 Allotment Key Refunds	20	10	16	10	10	10
Overpayment of Rents	-	-	-6	-	-	-
New Projects	-	-	-	-	-	7,630
<b>Allotments</b>	<b>6,989</b>	<b>7,060</b>	<b>7,988</b>	<b>13,890</b>	<b>2,269</b>	<b>11,621</b>
7350 Mayoral Expenses	593	600	294	600	127	600
7351 Mayor's Civic Function Costs	2,644	2,700	2,508	2,700	154	2,700
<b>Civic Activities</b>	<b>3,237</b>	<b>3,300</b>	<b>2,802</b>	<b>3,300</b>	<b>281</b>	<b>3,300</b>
7450/70 Website, Publicity & Advertising	-	1,200	234	1,200	-	1,200
7460 Public Meetings/ATM	9	300	244	250	148	250
<b>Publicity and Promotion</b>	<b>9</b>	<b>1,500</b>	<b>478</b>	<b>1,450</b>	<b>148</b>	<b>1,450</b>
7500 Christmas Festival of Lights	12,922	17,500	10,927	16,560	-	16,560
7530 War Memorial Maintenance	-	-	-	-	-	-
7535 World War 1 Commemoration (S137 Payment)	-	-	-	-	-	-
7540 Heritage Hub Project	-	-	-	-	3,500	3,500
7575 Swan Youth Projects	12,500	12,500	12,500	15,000	7,500	15,000
7890 PCSO Funding	-	-	-	-	-	-
7695 Astro Turf	-	6,000	6,268	9,153	-	9,153
<b>Projects</b>	<b>25,422</b>	<b>36,000</b>	<b>29,695</b>	<b>40,713</b>	<b>11,000</b>	<b>29,713</b>
Civic Garden Maintenance (Church & Flowerbeds)	782	1,500	402	1,000	208	1,000
7552 High Street Trees/Hanging Baskets	-	-	-	-	-	-
7555 Planters	1,680	2,500	1,680	550	-	550
7557 HCC - Bridgewater Road Restricts.	-	-	2,350	-	-	-
7558 HCC - 20 MPH Zones	-	-	6,440	-	-	-
7559 MVAS/SID	-	-	-	6,100	-	6,100
7562 Construction of Tree Planting Pits	-	-	2,250	-	-	-
New New Streetscape Strategy	-	-	-	-	-	-
New Town Centre Improvements (BforB)	-	-	-	-	-	-
<b>Environmental Projects</b>	<b>2,462</b>	<b>4,000</b>	<b>13,122</b>	<b>7,650</b>	<b>208</b>	<b>7,442</b>

BTC Income Expenditure Current Financial Year

	2018-19					Budget Less YTD 2018/19
	Actual 31-Mar-17	Budget 2017/18	Actual 31-Mar-18	Budget 2018/19	Actual 31-Jul-18	
<b>EXPENDITURE</b>						
7008 Caretaker Salary	4,829	5,000	4,995	5,100	1,743	5,100
7576 Lease/Rent & Rates	3,385	4,000	3,567	4,000	3,798	4,000
7577 YC Insurance Costs	100	250	250	250	250	250
7578 Utility Costs	2,563	2,700	2,824	2,700	799	2,700
7579/(81) Maintenance/Refurbishment	2,300	2,750	1,008	17,500	628	17,500
7580 Consumables	106	250	97	150	-	150
Lagley Meadow Youth Centre	13,283	14,950	12,741	29,700	7,218	29,700
7630 Defibrillator Costs		-	2,682	-	180	( 180)
7642 Highway/Canal Towpath/Cobbles	250	1,000	-	500	-	500
7675/7785 Parish Paths Partnership Expenditure	191	500	-	1,000	-	1,000
Highway/Footpath Projects	441	1,500	-	1,500	-	1,500
7680 Alan Dickman Fund (Re EMR)			1,000	1,000	-	1,000
7779 Election Costs	-	4,000	3,788	4,000	-	4,000
NEW Election Reserve Funds - ** See Below	-	4,000	-	4,000	-	4,000
7780 Allotment Software		200	255	350	-	350
7780 Assets/Office Equipment ≤£250	2,003	-	265	-	66	66
7781 Assets/Office Equipment ≤£250		200	520	350	66	416
Asset Renewals	2,003	-	520	350	66	284
<b>TOTAL EXPENDITURE</b>	<b>207,301</b>	<b>240,349</b>	<b>231,121</b>	<b>286,563</b>	<b>85,767</b>	<b>289,371</b>
						<b>200,796</b>

170.40%

## Public Space Protection Order Consultation –Dacorum Borough Council Frequently Asked Questions

Q: What is a Public Spaces Protection Order (PSPO)?

A: PSPOs were introduced in October 2014 by the Antisocial Behaviour, Crime and Policing Act 2014 and are designed to allow a Council to deal with a particular nuisance or problem behaviour in a particular area (a public space) that is detrimental to the local community's quality of life, by imposing conditions on the use of that area which apply to everyone. The order will specify those behaviours or conditions that are designed to ensure the law abiding majority can use and enjoy the public space, safe from anti-social behaviour.

Q: Why do we need a dog related PSPO in Dacorum?

A: It has been identified by Dacorum Borough Council and partners and that there are a number of dog related issues that are having a persistent negative impact with people who live, work or visit Dacorum. These issues have been identified via complaints made to the Council from the public, businesses and other interested parties.

Q: How is the PSPO going to be enforced?

A: Enforcement of the PSPO will be undertaken in the main by the authorised officers of Dacorum Borough Council with assistance from the police where required. The PSPO is not intended to target any particular person – it will apply to all persons whose behaviour or dogs behaviour is considered unacceptable

Q: What happens if I breach the PSPO?

A: Where a person breaches the PSPO, an authorised officer will have a number of options open to them and will exercise discretion in how they handle any situation. Depending on the nature of the breach the authorised officer can issue a verbal warning and require an immediate cessation of the behaviour causing the breach of the PSPO. Authorised Officers could issue a Fixed Penalty Notice (FPN) either at the time or at a later date or to report that individual for consideration of legal proceedings.

In any case where an individual fails to pay a FPN issued by an authorised officer for a PSPO breach within the specified timescale, Dacorum Borough Council will review the evidence obtained and where appropriate commence legal proceedings for the original breach.

Q: When is the consultation taking place and how do I get involved?

A: The consultation will close 14<sup>th</sup> September 2018 you can respond by completing the survey questions and by submitting any other information you consider is pertinent.

The survey is available on our website [www.dacorum.gov.uk/consultation](http://www.dacorum.gov.uk/consultation) and you can respond by completing the on-line survey, or by sending in your survey response via email to [dogpspo@dacorum.gov.uk](mailto:dogpspo@dacorum.gov.uk) or by posting it to the Public Space Protection Order consultation, Environmental & Community Protection, The Forum, Marlowes, Hemel Hempstead, HP1 1DN

Q: What will happen to the information I provide as part of the consultation

A: The data collected will be analysed to help determine whether the correct conditions are being included in the PSPO. The data will not be shared outside this consultation but will be made available for Cabinet reports. Names or other personal data will not be published unless permission is specifically given by the consultee.

Q: How will the decision be made whether or not to implement the PSPO?

A: The survey responses will be analysed with the results and any proposed amendments reported back to local councillors at the next suitable Cabinet meeting of Dacorum Borough Council. A decision on whether or not to implement the PSPO will then be made.

Name	Area	Directions
		continued play areas throughout the town centre
Warners End Valley (Upper)	Warners End	Galley Hill
Northridge Park	Warners End	Northridge Way, rear of Warners End shops
Warners End Valley (Lower)	Warners End	Along footpath from Butts End to Spring Lane
Woodhall Farm Open Space	Woodhall Farm	Open space, rear of community centre

### Berkhamsted and Tring

Name	Area	Directions
Velvet Lawn	Berkhamsted	Playing field top of Swing Gate Lane
Butts Meadow	Berkhamsted	Kings Road
Lagley Meadow	Berkhamsted	Field next to sports centre on Shrubland Road
Normandy Drive	Berkhamsted	Bridgewater Road
George Street	Berkhamsted	George Street
Mortimer Hill	Tring	Field next to Tring School
Sutton Close	Tring	Off Wingrave Road
Miswell Lane	Tring	Access through gate by 86 Miswell Lane, or from Goldfield Road

### Kings Langley and Villages

Name	Area	Directions
Rucklers Lane	Kings Langley	Behind 115-133 Rucklers Lane
The Nap	Kings Langley	Green beyond community centre
Beechfield	Kings Langley	Entrance from garage site at side of No.1
Church Lane	Bovingdon	Rear of school field, opposite St Lawrence's Church
Hyde Lane	Bovingdon	Old Dean
Boundary Cottages	Bovingdon	Chipperfield Road
Markyate	Cavendish Road	By access road to village hall
Tower Hill	Chipperfield	Access along lane by The Boot



[Home](#) / [Do it online](#) / [Consultation and feedback](#) / [Current consultation](#)

## Current consultations

Find information on the latest consultations to take part in.

### Proposed Grovehill athletics track and sports pavilion

You're being invited to give your views on a proposed new athletics track and sports pavilion at Cupid Green playing fields, Grovehill. We want to ensure everyone's needs are taken into account.

Closing date for all responses is 5pm on Friday 17 August 2018.

Please see the [Cupid Green Site Plan \(PDF 627KB\) \(/docs/default-source/consultation-feedback/cupid-green-site-plan.pdf?sfvrsn=2\)](#)

**[Find out more and complete the survey](https://www.snapsurveys.com/wh/s.asp?k=152897328581)**

**[\(https://www.snapsurveys.com/wh/s.asp?k=152897328581\)](https://www.snapsurveys.com/wh/s.asp?k=152897328581)**

### Addressing dog-related issues in Dacorum

We're currently consulting on a proposed Public Space Protection Order (PSPO) for the whole of Dacorum.

We're working with our partners to continue to develop safe and healthy communities where everyone feels safe and free from anti-social behaviour.

In summary, it's proposed that:

Dogs are prohibited from enclosed children's play areas

Dogs must be put on a lead if requested by an authorised officer

All dog faeces should be removed

A person in charge of a dog should have appropriate means with them to remove dog faeces from the land.

#### How to comment

To have your say, please follow the link below. The deadline for responses is midnight on Friday 14