

Tasks and Actions Updates – December 2020

- **Previous meetings (Nov) (21 actions raised on 25th Nov; 7 outstanding or ongoing)**

2011E/06 - Town car parking provision - That the scheme is continued, and that feasibility studies are completed to include potential existing utilities and concrete base integrity.

2011E/06 - Town car parking provision - That a working budget for the preferred design is drawn up.

2011E/06 – Town car parking provision - That a project manager is costed for the project if planning permission is approved.

2011E/08 – Planning - That Cllr Garritt and the Clerk work on a response reiterating the objections of the Town Council in response to PA/2020/588 appeal.

2011E/10 – Neighbourhood Plan - That a Neighbourhood Plan Group meeting is planned for the new year.

2011E/10 – Neighbourhood Plan - That the Survey Monkey subscription is renewed and utilised by both the Neighbourhood Plan Group and the Town Council for public surveys and consultations (*due January*).

2011E/13 – Allotments - That Cllr Startin brings back options for the Council on solutions when further information is received.

- **PK – 9 actions raised on 9th November (6 outstanding or ongoing)**

PK 2010/04 – Events - Christmas Activities - That a list of nominees for the Christmas Lights competition is provided on Monday 14th December so that winners can be decided at the Full Council Meeting on Wednesday 16th December.

PK 2010/04 – Events – Streetsports - That the Clerk continues to engage with the Active Communities Development Officer to progress the provision.

PK 2010/05 – In Bloom – Grounds Maintenance - That In Bloom provide dimensions and location for the GG Steels flower bed following their meeting to be held on 20th October

PK 2010/05 – In Bloom – Wormwood Hill - That Cllr Frankish contacts NLC to chase up the discussions from March around management of the water issues at the site and the potential tree works prior to further projects starting at the site.

PK 2010/05 – In Bloom – Wormwood Hill - That any further projects at the area are taken to public consultation prior to final development and that this includes speaking directly with the neighbouring residents.

PK 2010/07 – Policy/Procedure – KLASSIC - That internet access and wi-fi provision are costed for further discussion.

- **GP – 9 actions raised on 9th November (3 outstanding or ongoing)**

GP 2010/05 – Play area development plan - That teenage provision is looked at as part of this development plan.

GP 2011/04 – Play area development plan - That the working group consider the information provided by the Town Clerk and bring recommendations back to the Committee or Full Council.

GP 2011/05 – Grove Street Cemetery – Development of guidance for grave diggers and memorial masons - That Cllr Startin's work continues on this process.

- **Earlier meetings (10 actions remain outstanding)**

FC 1905/11 (d) Memorial testing - that the quotation from Serenity Memorials is accepted.

FC 1909/04 – Footpath Interest Group - That the process for registration of the four routes described is sought from NLC.

FC 1910/08 – Neighbourhood Plan - That the requests from the Neighbourhood Plan Group are approved; web content to be submitted to the Clerk for the creation of a Neighbourhood Plan page and content input.

FC 1910/08 – Neighbourhood Plan – That the Group submit the Neighbourhood Plan funding application to the Clerk for completion and submission.

FC 1912/10 - Open Spaces – Land Registry - That the required forms are completed, and assistance from Councillors is requested from the Clerk as appropriate.

FC 1912/11 – Allotments - That the funding application is progressed (Cllr Startin)

2007E/15 Discussion – COVID-19 Legacy Response - The Council unanimously agreed this matter needed detailed discussion and careful thought, and that the time to do this would likely be next Spring.

2009E/13 – Allotments - To continue to obtain quotations to enable the funding application to be submitted.

2010E/10 – Policies and Procedures – Covid-19 Response Team - That a thank you letter is sent to all the volunteers, noting the current local situation and the need within the town for volunteers for various organisations and asking their interest in remaining part of a Community Team of volunteers.

2012E/05 Councillor & Proper Officer Reports

North Lincolnshire Council Virtual Town & Parish Liaison Meeting – 09/12/2020

This was the first meeting held in some time, after a pausing of the schedule to review the approach and content of the meetings. It was well attended with over 30 people online engaging in the meeting. The reports were welcomed and informative and presented in a concise and accessible way to provide updates on the current situation.

The meeting covered a number of important current issues:

1. **Covid-Secure Meeting Practices presented by Alan Barker of ERNLLCA.** This highlighted the current need to continue to meet remotely in line with all guidance and to avoid all unnecessary risk. The likelihood is that the government will extend the regulations allowing Town & Parish Councils to meet remotely, as the requirements to do so are unlikely to end any time soon. It was however noted the keenness of some members to return to meeting physically, and that the remote meetings have created greater ease for more participation in various forms of meetings. Of importance was that meetings are required for some decisions such as the approval of the AGAR and setting of the Precept, these matters cannot be delegated and also that the government did not relax rules around absences from meetings and non-attendance for six months still results in disqualification from the Council.
2. **NLC Covid Update – Jilla Burgess-Allen (Public Health Consultant).** A very comprehensive and informative view of the current picture of the COVID-19 pandemic across North Lincolnshire and in comparison to the UK and local areas including East Riding Of Yorkshire, Kingston Upon Hull and North East Lincolnshire.

Key points:

- 9th November gave the highest number of reported cases at 139;
- A total of 5097 cases recorded across North Lincolnshire to date;
- It currently appears this area is now over the peak of the second wave as cases are decreasing;

- 7 day rolling figure is 171.2 cases which is above the national average;
- R value for North Lincolnshire is currently thought to be between 0.7-0.9;
- Seeing on average 40-50 cases per day at the moment;
- North Lincolnshire has the lowest mortality rate in the local area, compared with the East Riding Of Yorkshire, Kingston Upon Hull and North East Lincolnshire.
- Testing at Pillar 1 (keyworkers etc) and Pillar 2 (symptomatic public at local test centres at Humber Bridge and The Pods) remain priorities, along with Lateral Flow testing of potential risk or outbreak areas.

A focus on care homes, high risk settings and educational settings has increased the protection around these key areas of the community.

Outbreaks at workplaces and schools successfully contained and controlled with no major outbreaks at any schools.

Town & Parish Councils asked to continue to promote the safety messages – hands, face, space as well as keeping reminding people that local rates are high, if they have symptoms to have a test and isolate. Town & Parish Councils seen as the eyes and ears for NLC, and request reporting of non-compliance – particularly retail / pubs / events and inform NLC as community leaders. Strongly encouraged to become Covid Champions.

Vaccine – priorities to be those over 80 and who have hospital appointments to attend, workers in care homes, and health care workers who are high risk. It is recognised that there remain issues with the logistics of distribution of this first vaccine.

Flu Vaccine – emphasised importance of greater take up of the flu vaccine this year; the need for the flu vaccine and Covid-19 vaccine to be taken at different intervals and the need to prevent the double impact of a bad flu epidemic as well as continued Covid-19 cases in the local area.

3. **NL Preventative Approach – Sandra Simmons/Lousie Baxter/Jacky Birkett** Details of the NL response to the Covid-19 pandemic, the practical operational functions provided for the community on the ground. During the second wave, the work from the 1st wave was built upon with more knowledge and processes already in place. Phone calls in a more robust triage system helping people to help themselves more. Calls were able to be put through directly to Town & Parish Council Response Teams and other voluntary support mechanisms.

- 16-20 cases required response during the second lockdown

Going forward work will be carried out to help residents make decisions around what they want in the local area, consultation and community investment scheme planned, for volunteers helping at libraries etc. The aim is the enable communities to flourish.

Partnership with the Rural Action Volunteer Hub – a bank of volunteers to assist with shopping/prescriptions, local volunteers to help in their own communities rather than coming from a central point in the area. The creation of a NL Community Network with Town & Parish Council representation along with mutual aid groups to share experiences and ideas for the good of the area. Don't want to lose the community spirit and neighbourliness which has developed during this time. Recognition of emotional support needed – to help with feelings of isolation and helplessness when the usual local groups are not functioning because of the closure of community venues. A recognised need to identify where support is but also where the gaps are. Everyone should be proud of what they have achieved throughout this time and NLC respects local knowledge and support provided and evidenced. Community Champions is the way forward and NLC welcomes feedback to improve the scheme.

4. **Financial Support for Residents – Jason Whaler**

Overview of the support mechanisms available to residents including:

1. Council tax support
2. Emergency Assistance Support, launched in July, 70 have applied

3. Free School Meals and Winter Grant Scheme for children to access food (£0.5m for NL)
4. Support for residents asked to self-isolate – Test & Trace support payments for those who meet a number of criteria; £500 per period of self-isolation. 180 support payments made so far since October across NL.

Town & Parish Council's asked to help signpost the support available to residents and direct them the NLC Covid-19 webpage or the general phone number/email address for Customer Services.

5. Winter Planning / Flu – Susan Oliver (Voluntary Alliance)

Statutory elements of winter planning plus the Voluntary & Alliance Sector work – government have directed local authorities to involve the voluntary sector in winter planning.

This was around how people at a local level are supported when the usual community support mechanisms such as groups and village halls etc. are closed. Many parts of the community need support to keep them from feeling lonely, vulnerable or scared. Need local community support and mutual aid. Concerns raised around digital inclusion but also the good work when digital solutions found – a good example was the Men In Sheds group who have continued to meet and have successfully developed their network through use of Zoom.

6. **Next meeting** Items for discussion requested: Planning enforcement, Planning appeals and internet connectivity, particularly the poor pocket areas of the low villages.

2012E/06 Grants & Funding

Notes on Double taxation

*ERNLLCA have provided (a rather wordy) document re double taxation (**attached**). However, they note that the final decision will be for this Council to make.*

The Council has the power under the General Power of Competence to fund the IT equipment requested. The council needs to look at the possible implications of funding the request. Remember that the Education Authority receives funding from Central Government and has received additional funding due to Covid-19 - schools have also received additional IT equipment for school pupils. It appears these provisions have not filled the gap required, hence the funding request to the Town Council.

It needs to be noted that this is a difficult decision for the Council to make, most people would support assisting the school to provide additional equipment. However, funding of schools is not the Council's responsibility, and the Council need to also consider, if it does grant the money, what other worthy funding applications come the Council's way, possibly from the secondary school with a similar request.

Summary from ERNLLCA's document:

- Residents paying for a service in their local council area through its precept, while at the same time they contribute to the cost of provision elsewhere through the Council Tax bill from their principle local authority.
- The issue is around one of fairness – residents perhaps cannot see why they should contribute to services in unparished areas, as well as paying in full (via the precept) for services in the town.
- Taxpayer interests – local councillors have a legal duty to act in the best interests of their taxpayers. It is argued that this should include considering concerns – real or perceived – about double taxation.
- Argument for not taking action – Historic accident – uneven patterns of service delivery and which tier of government delivers what service are largely a result of past developments.
- Weighing up the arguments – Councils will want to decide how far they are prepared to use their precepting powers to enhance the standard of services which would otherwise be provided.
- It will be useful for local councils to form a view about what they are prepared to fund from their precept and to be as strategic as possible in their thinking. There is a risk of being bounced into ad hoc decisions to save (any and all) threatened services. Double taxation is never ideal, but may be tolerated up to a point for higher priority services. Local councils can take informed decisions by knowing which services matter most to their community. If a service is really important for the town should the Council deliver that service for the town's sake and not worry unduly about double taxation.

- It is necessary to fully consider how the services are being funded and, hence, whether it is the case that double taxation is occurring.
- Local councils may find their residents more willing to pay for services they know will be delivered close by, but probably not if it is simply perceived as funding an unfair situation.

2012E/08 Regeneration Group

Town car parking provision

26/11/2020: Thank you for the update. I will instruct the arboricultural and ecological specialists to press on with their respective reports.

I will also liaise with engineer George Shuttleworth regarding the utilities search and get back you asap. This might well be something he can organise.

Lastly, I think it would be prudent to wait until we have submitted the planning application and progressed to the point where permission is imminent before obtaining quotations for the construction phase. We can then be confident that the design won't require any alterations that could potentially impact upon build costs. I will see if I can find an appropriate building contractor to provide a fee quotation in due course. I don't usually tend to get involved with the construction phase (which normally occurs once my job is complete) and the previous dedicated car park scheme's I've handled have been for NCP Ltd (I am not sure who they use in this part of the country).

Needless to say, I will keep you updated of progress.

26/11/2020: Quite understood. I do a lot of work with Clarke Group Construction Ltd (based in Boston). They are constantly involved in projects requiring formation of large hardstanding/parking areas in association with various commercial and agricultural developments so this might fall within their scope of works. I will see if they are happy to price the scheme up (they are usually pretty competitive yet seem to complete everything to a high standard).

26/11/2020: Further to my earlier email, I have now instructed arboricultural specialist Andy Hudson to proceed with the tree protection plan etc. Andy has provided a formal letter outlining his fee quotation for the records of the Town Council (his original fee quote was just a rather informal email sent to myself). I will liaise with Michael and arrange for CAD format versions of the current plant to be sent to Andy. Thereafter he can press on with his reports, which will in turn be provided to the ecologists to assist with their assessment.

04/12/2020: Under the circumstances, I can merely state that following consultation with an acoustic engineer, the potential for neighbouring occupants to suffer a loss of amenity by virtue of vehicle related noise disturbance was considered to be extremely limited and a full noise impact assessment was not therefore deemed necessary. I can provide further details explaining the reasoning why. I recall when David and I spoke about this matter at the outset of the scheme, we both thought that NLC had been overly cautious by requesting a noise assessment within their pre-app response. If the matter becomes a real sticking point once the application is in the system, we can indeed commission the services of an acoustic specialist with no connection to the Town Council. I certainly think we should avoid potentially unnecessary costs associated with this at the outset though.

2012E/12 Town Clerk Report – Full Council Meeting December 2020.

Town Clerk's Report / Correspondence for Information and Discussion **Correspondence for Information**

a. To note any correspondence received after the Agenda was published.

Correspondence for Discussion

b. Gelders Site Incident - reported by member of the public

07/12/2020 (copied in to email to all Ridge Ward Cllrs):

Dear Councillors

On Saturday morning my wife and I were taking a regular walk into Kirton along the (B1206) when we witnessed what could have been a serious incident adjacent to the Gelders building site on the Grayingham Road junction. A young lady doing a time trial by bicycle, negotiating the build up of mud and debris, had a puncture. Fortunately she appeared not to be suffering any major personal damage, her father was there too.

I entered the site to find a responsible supervisor to report the incident. An operative was less than cooperative and instructed me, in an unfortunate undiplomatic manner, to leave the site. I considered calling the police.

I contacted Gelder's QS, at 09.10 this morning to report the incident.

There are several elements to my observations...

- I contacted Gelder's contracts manager, twice last October and on 29th October 2019 at around 10am, he confirmed he would insist that the site would instigate clearing mud from the road with a rotary brush. This lasted for a relatively short time.
- Cllr England thankfully sent an email (21st Dec) to all concerned including council officers. Action was taken which lapsed relatively quickly.
- Having spent my career as Chartered Architect, I am fully aware that "you can't make an omelette without breaking eggs", mess is inevitable. It should be a contractual condition that every reasonable step is taken to clear it up diligently. There must be a client supervisory role too.
- Gelder's vehicles have churned up verges and footpaths in every direction for over a year, they still persist even though there is hard standing within the site.
- Over the months litter has blown off site into the hedgerows, plus much discarded fabric.
- Mud and stones has reduced the carriageway to a single track, yet vehicles drive at reckless speeds through it. One cannot safely walk through this area, and it is a quite popular walking route. (Since the 50mph restriction it appears that vehicles have increased their speed along this stretch)
- Signage is abysmal... nothing of any significance from the Gainsborough direction.
- No great progress appears to have been made on my observation last year of a lorry parking on the grass verge.
- North Lincs Council as partner in this development must have a "DUTY of CARE" to protect the public.
- Photos were attached of the area on Sunday morning after rain and traffic.. site closed lunch time Saturday 22 hours lapsed.

Kirtonians have been very tolerant over this period. I trust you will insist that officers become more diligent on the final stages of this project and ensure that all surroundings are restored to a perfect condition worthy of our fine town.

I look forward to your response, Thank you for all you do for North Lincs, Stay safe.

08/12/2020:

Response received from Ward Cllr Neil Poole (copied in to reply to resident):

I can confirm our telephone conversation of today. I have asked NLC officers to take the appropriate action. Can you please keep sending me any photos of possible breaches.

Kind Regards, Neil

Required: Decision from Council on any actions to be taken.**c. KCOM – Full fibre broadband connectivity introduction**

I'd like to introduce myself. I am a Project delivery consultant for KCOM leading on early engagement with a role to review where we can help bring ultrafast broadband speeds to more rural communities.

KCOM has recently announced the latest North Lincolnshire destinations for its ultrafast full fibre broadband as part of its £100m expansion programme. And we are happy to say your area is one of those we have identified.

As an award-winning broadband provider we are already deploying our full fibre network to the villages of Goxhill and Barrow Upon Humber and towns of Barton and Brigg showing there's a real pent-up need for quality broadband in those communities, and we'll be starting our engineering work to connect them very soon.

This means they will be able to stream, surf, download and work from home better than ever before, which has become essential for many people this year.

We would like to start engagement with yourselves at the Parish and Town council level to gauge the need and want for Full fibre broadband within your community and Introduce our selves formally to you.

This will also enable you to ask questions in regard to what could be expected during civils and options to funding should demand be sufficient to bring our Full fibre broadband to your community, and more importantly how to drive the demand and uptake needed to ensure KCOM will come and connect you all to full fibre.

We are working closely with North Lincolnshire Council and will also be engaging with your ward councillors.

Should you have further questions or would like to speak in regard to any of the above please contact me directly.

Required: Decision from Council on any actions to be taken.**d. On street parking issues – Response from NLC**

Apologies for the delayed response.

As we have discussed in the past, on-street parking problems are wide-spread but an element of on street parking can help reduce the speed of vehicles travelling along a road whilst accommodating residents parking if done so considerately. Therefore parking restrictions do need to be considered carefully and with many traffic regulations order it is a balance as parking is often a contentious subject.

To help I will put your request onto our list for future consideration, however, with limited resources we do have to prioritise what schemes we are able to take forward. As you can imagine we get many more requests for traffic regulation orders, such as parking restrictions, than we have the resources to deal with and we currently have a very full programme for this year. I presume the Town Council would support restrictions on the road, if they were to be proposed. Is this the case?.

If you have any recent photos of the issue, please forward them to me and I can pass these onto the police if appropriate and ask them to pay passing attention when they are in the area. These can also be used in our future assessment of the situation. When I am in the area next I will also deliver leaflets as well as observe parking habits when passing.

I hope this helps
Integrated Transport Project Officer

Station Road – Residents' concerns

Residents are requesting support for road safety measures to be implemented at Station Road, particularly outside the Co-Op store, but also with consideration to the level of development in that are with Bowling Green Gardens, Beechcroft Drive, The Maltings and also Gleadell's Mill.

A meeting was arranged by the Town Council with representatives from North Lincolnshire Council highways and residents in April 2019 with the resulting view from North Lincolnshire Council Highways that the parking outside the Co-Operative store was a positive in slowing the traffic on Station Road down.

Required: Decision from Council on any actions to be taken.

e. East Dale Drive – Co-Op Store pathway

Resident have noted that there is no dropped kerb from this newly constructed footpath provided by Ongo at the Co-Op store car park end. This presents an issue for those with prams and wheelchair users. The land belongs to the Co-Op store.

Required: Decision from Council on any actions to be taken.

f. Staff – Annual leave

To note Annual Leave to be taken by Assistant Clerk and Town Clerk.

Required: Decision from Council on any requirements.

g. Christmas activities

To consider the entries into the Christmas activities and prize distribution.

Required: Decision from Council on any actions to be taken.

Kirton in Lindsey Town Council - Schedule of Payments - December 2020

	Date	Payee	Description	Means	101 Administration	101a Salary	101 Other Staff Costs	General Power of Competence	102 s.137	103 Democratic Expenses	201 Open Spaces	301 Burial Grounds	401 S144 Promoting Kilton	501 Public Services	601 Civic	Trustee The Green	Trustee War Memorial	VAT	Total
PART A	PRE - APPROVED/APPROVED BY COMMITTEE																		
Contractual	01/12/2020	O2 Business	Business Mobile Contract		39.00													7.80	46.80
Contractual	03/12/2020	Lite Ltd	Christmas Lights										1975.00						1,975.00
Contractual	04/12/2020	Lite Ltd	Christmas Lights										1337.50					662.50	2,000.00
Contractual	03/12/2020	Diamond Jubilee Town Hall	Rent & Broadband December		314.00														314.00
Contractual	03/12/2020	Via-Vox Limited	Remote meetings PowWowNow		10.00													2.00	12.00
Contractual	04/12/2020	Lawn N Order	Tree works - Cemetery									700.00						140.00	840.00
Clerk FR	07/12/2020	Brigg Office Supplies	Paper, ink and vear planner		316.83													63.37	380.20
Contractual	16/12/2020	Nest pensions	Pension contributions Dec 2020																
Contractual	17/12/2020	Town Clerk	Salary																
Contractual	17/12/2020	HMRC	Tax/NI/Student Loan																
Contractual	17/12/2020	Assistant Clerk	Salary																
Contractual	20/12/2020	Burley's	Grounds Maintenance Dec								1204.04							240.81	1,444.85
FC 2010E/10	20/12/2020	ERNLLCA	Finance for Councillors course							30.00								6.00	36.00
PART B	FOR APPROVAL																		
		Subtotal for month			679.83	2947.94	0.00	0.00	0.00	30.00	1204.04	700.00	3312.50	0.00	0.00	0.00	0.00	1122.48	9996.79

Kirton in Lindsey Town Council Finance Report November 2020
RECEIPTS AND PAYMENTS MADE DURING NOVEMBER 2020, RECONCILING THE
CASHBOOK WITH THE BANK STATEMENTS AS AT 30/11/2020

Cash book information:	Balance carried forward April 1st 2020:	£110,924.59
	Receipts to October 31st 2020:	£138,857.99
	Payments to October 31st 2020:	£79,623.81
	Balance carried forward November 1st 2020:	£170,158.77

<u>REF</u>	<u>DATE</u>	<u>PAYER</u>	<u>DETAILS</u>	<u>RECEIPTS</u>
			Balance C/F 01/11/2020	£170,158.77
R48	03/11/2020	Retford Memorials	Cemetery - Memorial application WOOD	£160.00
R49	11/11/2020	DR Jacques & Son	Traingate Project Donation	£100.00
R50	24/11/2020	J Fallas	Traingate Project Donation	£100.00
R51	27/11/2020	HSBC	Gross Interest	£1.40
			RECEIPTS, November 2020	£361.40
			RECEIPTS, 2020/21 year to date	£170,520.17

PAYMENTS

<u>REF</u>	<u>DATE</u>	<u>TO WHOM PAID</u>	<u>DETAILS</u>	<u>PAYMENTS</u>
P141	02/11/2020	O2	Business Mobile contracts	£46.80
P142	02/11/2020	Origin Design Studio	Car park - amendments to architectural design	£300.00
P143	05/11/2020	South Farm CPA	IT - printing resolutions following update	£10.00
P144	05/11/2020	Via-Vox Limited	PowWowNow Web Meeting Pro Licence	£12.00
P145	05/11/2020	Lawn N Order	Allotments - spraying and flail mow	£102.00
P146	06/11/2020	K Holliday	Grove Street Cemetery - Grave levelling works	£60.00
P147	06/11/2020	Diamond Jubilee Town Hall	Office Rent & Broadband - November 2020	£314.00
P148	06/11/2020	Diamond Jubilee Town Hall	Room hire - October 2020	£40.50
P149	06/11/2020	T Durnian	Litter bins installation - The Green	£500.00
P150	09/11/2020	Marshalls Mono Ltd	Litter bins purchase payment 1	£3,000.00
P151	10/11/2020	Marshalls Mono Ltd	Litter bins purchase payment 2	£839.10
P152	10/11/2020	AJ Bartlett	Traingate Project expenses	£152.39
P153	12/11/2020	D Saxby	Play area - urgent repairs	£25.00
P154	20/11/2020	Burley's	Grounds Maintenance (October)	£1,444.85
P155	24/11/2020	Nest	Pension Contributions November 2020	
P156	25/11/2020	J Fallas	Traingate Project labour	£753.46
P157	25/11/2020	J Fallas	Traingate Project materials	£362.48
P158	25/11/2020	Town Clerk	Salary	
P159	25/11/2020	D Saxby	Play area - urgent repairs	£125.00
P160	25/11/2020	South Farm CPA	IT - new PC set up & data transfer	£50.00
P161	26/11/2020	HMRC	Tax/NI/Student Loan	
P162	26/11/2020	Assistant Clerk	Salary	
P163	26/11/2020	N Hall	Car park - Completion of Heritage report	£500.00
P164	26/11/2020	R Dixon	Interim Internal Audit	£522.90
P165	26/11/2020	CBC Computer Systems	Supply of new PC	£522.00
P166	30/11/2020	North Lincolnshire Council	Electrical PAT Testing - Annual	£48.00
			Total Payments November 2020	£12,999.52
			Payments 2020/21 year to date	£92,623.33
			Total Receipts vs Payments to date	£157,520.65

RECONCILIATION TO BANK STATEMENTS

Current Account 41305484	£2,952.00
Savings Account 01109553	£154,568.65
TOTAL IN BANK AS AT 30/11/2020	£157,520.65

RECONCILIATION TO CASH BOOK

Balance carried forward April 1st 2020:	£110,924.59
Receipts to November 30th 2020:	£139,219.39
Payments to November 30th 2020:	£92,623.33
Cash book total at November 30th 2020:	£157,520.65

The Public Sector Deposit Fund

UK domiciled short-term LVNAV Qualifying Money Market Fund rated AAmmf
Fact Sheet – 31 October 2020

Investment objective

To maximise the current income consistent with the preservation of capital and liquidity.

Investment policy

The Fund will be invested in a diversified portfolio of high quality sterling denominated deposits and securities. All investments purchased will have the highest available short term credit rating and a correspondingly strong long term rating.

The weighted average maturity of the investments will not exceed 60 days. There will be no exposure to derivatives or to other collective investment schemes.

Target investors

The Fund is aimed at local authorities and public sector investors seeking a high level of capital security and a competitive rate of interest for their short-term investments.

Who can invest?

The Fund is open to all public sector investors.

Responsible investment policy

We monitor our counterparties' environmental, social and governance risk management on a regular basis. Our research utilises external data resources and our in-house Ethical and Responsible Investment Team.

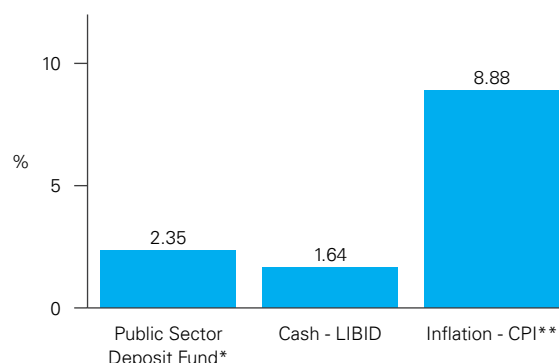
Key risks

Investors should consider the following risk factors before investing: Issuer/Credit Risk (issuer/financial institution may not pay), Market Risk (investment value affected by market conditions), Operational Risk (general operational risks), Maturity Profile (timings of investment maturity), Liquidity Risk (investment in non-readily realisable assets), Concentration Risk (need for diversification and suitability of investment) and Interest Rate Risk (changes to interest rate affecting income). Please see the Fund Prospectus for further details.

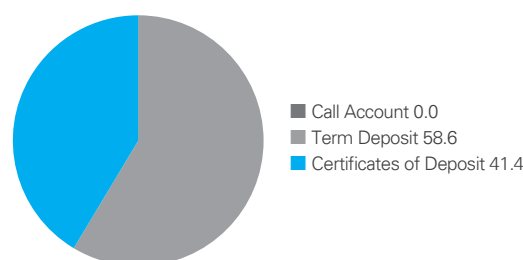
Share class 4 yield as at 31 October 2020

0.0788%

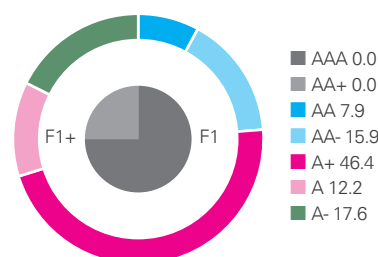
5 years cumulative performance



Asset type (%)



Credit rating† (%)



Top 10 counterparty exposures (%)

9.5%	KBC Bank N.V.
9.5%	Landesbank Baden-Wuerttemberg
9.5%	National Bank of Canada
9.5%	Nationwide Building Society
9.5%	Rabobank
7.6%	DBS Bank Limited
4.5%	Royal Bank of Canada
3.8%	Mizuho Bank
3.7%	Barclays Bank plc
3.6%	Lloyds Bank Corporate Markets plc

Top 10 country exposures (%)

30.7%	UK
14.0%	Canada
11.4%	Netherlands
10.7%	Germany
9.5%	Belgium
8.0%	Singapore
5.3%	Japan
3.4%	Sweden
3.1%	Switzerland
2.5%	France

*Source: CCLA - Net performance shown after management fees and other expenses with gross income reinvested. The yield on the Fund will fluctuate and past performance is not a reliable indicator of future results. Holders of the Fund are not covered by the Financial Services Compensation Scheme. **CPI is lagged one month. †Using Fitch Ratings methodology.

Income - period to end October

Average yield over the month	0.0898%
Yield at the month end	0.0788%

Discrete year total return performance

12 months to 31 October	2020	2019	2018	2017	2016
The Public Sector Deposit Fund	+0.42%	+0.75%	+0.50%	+0.23%	+0.43%
Benchmark	+0.17%	+0.58%	+0.42%	+0.12%	+0.31%
Relative	+0.25%	+0.17%	+0.08%	+0.11%	+0.12%

Annualised total return performance

Performance to 31 October	1 year	3 years	5 years
The Public Sector Deposit Fund	+0.42%	+0.56%	+0.47%
Benchmark	+0.17%	+0.39%	+0.32%
Relative	+0.25%	+0.17%	+0.15%

Net performance shown after management fees and other expenses with gross income reinvested. Benchmark – London Interbank Sterling 7 Day Bid Rate. Past performance is not a reliable indicator of future results. Source: CCLA

Market update

Economic news was dominated by the announcement of a second national lockdown, initially for a month although the actual timing, and the regime that follows it, will be determined by health considerations. Economic growth in August was only 2.1%, about half the expected rate, leaving overall output still over 9% below the level recorded in February. The new restrictions will slow further this disappointing trend and it is likely that rather than recovering in the final quarter of the year, output shrinks again. This would leave economic output for 2020 about 11% down on that achieved in 2019.

There was no linked announcement from the Bank of England, but we should now expect an additional and substantial tranche of quantitative easing to be announced shortly. From a negative interest rate perspective, Bank of England confirmed that the outcome of its review of the suitability of a negative interest rate in the UK was still some months away, investment markets however, considering the underlying weakness of the economy and the lack of available new initiatives, see the move as a strong possibility. There was no news of substance of Brexit, interpreted by optimists that progress was being made behind closed doors.

Key facts

Fund size	£1,315m
Credit quality and sensitivity rating by Fitch	AAAmmf
Weighted average maturity (Maximum 60 days)	53.11 days
Launch date	May 2011
Minimum initial investment	£25,000.00
Minimum subsequent investment	£5,000.00
Dealing day	Each business day*
Withdrawals	On demand
Domicile	United Kingdom
ISIN Share Class 4	GB00B3LDFH01
Interest payment dates	Monthly
Fund management fee (FMF)	0.10%** (currently reduced to 0.08%)

*Dealing instructions must be received by 11.30 am.

**The FMF includes the annual management charge and other costs and expenses of operating and administering the fund such as depositary, custody, audit and regulatory fees.

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Risk warning and disclosures

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ADMINISTRATION AND RESOURCES													
	Description	Budget 2017-2018	Actual Year End 2017-2018	Budget 2018-2019	Actual Year End 2018-2019	Budget 2019-2020	Actual Year End 2019-2020	Approved Budget 2020-2021	Current 2020-2021	Predicted to year end	Predicted Year End 2020-2021	Proposed budget 2021-2022	Comments
101	Administration												
Expenditure													
	Salaries Staff	£24,600.00	£15,890.78	£22,600.00	£16,623.98	£27,905.00	£29,529.60	£40,512.00	£22,661.07	£11,509.21	£34,170.28	£35,000.00	
	PAYE/Pension	£1,008.00	£849.98	£1,008.00	£11,128.47				£0.00	£0.00	£0.00	£0.00	grouped together with salaries
	Recruitment		£0.00		£0.00	£0.00	£0.00		£0.00	£0.00	£0.00	£0.00	potential recruitment of staff
	Staff Expenses / Travel	£500.00	£467.43	£300.00	£373.28	£300.00	£255.05	£300.00	£93.30	£120.00	£213.30	£300.00	
	Training Staff	£1,000.00	£772.25	£1,000.00	£912.00	£500.00	£356.00	£400.00	£66.00	£100.00	£166.00	£400.00	
	Licences/Permissions	£150.00	£0.00	£150.00	£10.50	£150.00	£307.00	£150.00	£13.20	£70.00	£83.20	£100.00	Premises Licence due
	Stationery/Consumables	£1,000.00	£1,555.00	£1,000.00	£991.13	£1,100.00	£1,091.91	£1,300.00	£568.51	£300.00	£968.51	£1,000.00	
	Office Rent/Meeting Room Hire	£3,000.00	£4,040.00	£4,000.00	£3,951.75	£4,000.00	£4,654.25	£5,000.00	£2,459.50	£1,409.00	£3,868.50	£5,000.00	rent, meetings
	Telephone/Broadband etc	£900.00	£1,336.09	£900.00	£1,065.19	£1,000.00	£1,245.52	£1,300.00	£849.39	£313.20	£1,162.59	£1,300.00	BT, O2, broadband
	Memberships/Subscriptions	£1,200.00	£1,505.63	£1,200.00	£1,163.20	£1,300.00	£1,537.40	£1,200.00	£1,225.51	£40.00	£1,265.51	£1,300.00	CO
	Audit Costs	£1,000.00	£1,107.05	£1,000.00	£1,652.40	£1,000.00	£1,617.40	£1,700.00	£1,534.75	£200.00	£1,734.75	£1,700.00	
	Insurance	£3,500.00	£971.74	£1,000.00	£969.54	£1,000.00	£1,147.37	£1,500.00	£1,208.91	£0.00	£1,208.91	£1,500.00	
	Maintenance	£100.00	£48.00	£6,900.00	£6,919.35	£1,000.00	£1,047.57	£400.00	£252.00	£152.00	£404.00	£400.00	Contingencies
	Water Rates	£100.00	£50.35	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	Electricity	£500.00	£550.15	£0.00	£20.99	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	Trade Waste Office	£0.00	£358.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	IT/Website	£500.00	£413.99	£500.00	£866.36	£530.00	£109.10	£200.00	£1,397.20	£100.00	£1,497.20	£500.00	
	Sundry Admin	£100.00	£585.45	£100.00	£1,206.54	£100.00	£101.52	£100.00	£1.50	£50.00	£51.50	£100.00	
	Sub Total	£39,158.00	£30,501.89	£41,658.00	£47,854.68	£39,885.00	£42,999.69	£54,062.00	£32,330.84	£14,363.41	£46,694.25	£48,600.00	
Income													
	Precept				£90,000.00		£93,149.00		£102,739.00	£0.00	£102,739.00	tbc	
	Precept Grant				£3,084.00	£2,833.00	£2,833.00	£749.00	£749.00	£0.00	£749.00	tbc	from NLC 28/11/2019
	Income Other		£1,654.95		£20,902.00	£0.00	£8,971.77	£7,000.00	£9,492.33	£0.00	£9,492.33	£8,000.00	
	Bank Interest	£60.00	£47.65	£60.00	£192.05	£60.00	£255.38	£100.00	£50.06	£4.00	£54.06	£20.00	
	Sub Total	£60.00	£1,702.60	£60.00	£114,178.05	£2,893.00	£105,209.15	£7,849.00	£113,030.39	£4.00	£113,034.39	£8,020.00	
	TOTAL	£39,098.00	£28,799.29	£41,598.00	£-66,323.37	£36,992.00	£-62,209.46	£46,213.00	£-80,699.55	£14,359.41	£-66,340.14	£40,580.00	
	Description	Budget 2017-2018	Actual Year End 2017-2018	Budget 2018-2019	Actual Year End 2018-2019	Budget 2019-2020	Actual Year End 2019-2020	Approved Budget 2020-2021	Current 2020-2021	Predicted to year end	Predicted Year End 2020-2021	Proposed budget 2021-2022	Comments
102	Grants and Donations												
Expenditure													
	S137 Grants	£6,000.00	£4,000.00	£6,000.00	£8,600.00	£7,000.00	£8,250.00	£300.00	£0.00	£0.00	£0.00	£0.00	General Power of Competence
	S133 Grants - Community Building	£3,000.00	£5,800.00	£3,000.00	£2,500.00	£3,000.00	£2,300.00	£2,400.00	£0.00	£0.00	£0.00	£0.00	
	Sports Facilities LG(MiscProv) Act	£8,500.00	£6,528.00	£8,500.00	£4,635.00	£7,000.00	£6,275.00	£4,900.00	£0.00	£0.00	£0.00	£0.00	
	Community Pot	£1,000.00	£300.00	£1,000.00	£700.00	£1,000.00	£800.00	£1,500.00	£300.00	£1,200.00	£1,500.00	£1,000.00	
	General Power of Competence							£7,775.00	£15,075.00	£0.00	£15,075.00	£17,758.00	ADD IN
	Sub Total	£18,500.00	£16,628.00	£18,500.00	£16,435.00	£18,000.00	£17,625.00	£16,875.00	£15,375.00	£1,200.00	£16,575.00	£18,758.00	
Income													
	Income Other		£0.00		£0.00	£0.00	£2,000.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	Grant Funding		£0.00		£0.00	£0.00	£280.00	£0.00	£0.00	£4,197.60	£4,197.60	£0.00	
	Donations		£0.00		£1,055.00	£0.00	£0.00	£0.00	£250.00	£0.00	£250.00	£0.00	
	Sub Total		£0.00	£0.00	£1,055.00	£0.00	£2,280.00	£0.00	£250.00	£4,197.60	£4,447.60	£0.00	
	TOTAL	£18,500.00	£16,628.00	£18,500.00	£15,380.00	£18,000.00	£15,345.00	£16,875.00	£15,125.00	£-2,997.60	£12,127.40	£18,758.00	

	Description	Budget 2017-2018	Actual Year End 2017-2018	Budget 2018-2019	Actual Year End 2018-2019	Budget 2019-2020	Actual Year End 2019-2020	Approved Budget 2020-2021	Current 2020-2021	Predicted to year end	Predicted Year End 2020-2021	Proposed budget 2021-2022	
103	Democratic Expenses												
Expenditure													
	Members Expenses	£200.00	£79.83	£200.00	£26.40	£200.00	£27.90	£100.00	£0.00	£30.00	£30.00	£100.00	
	Members Training	£1,190.00	£193.35	£1,190.00	£108.00	£200.00	£654.38	£400.00	£0.00	£100.00	£100.00	£400.00	
	Election Expenses	£500.00		£500.00	£0.00	£2,000.00	£0.00	£1,000.00	£1,496.47	£0.00	£1,496.47	£375.00	annual cost to meet four yearly charge
	Sub Total	£1,890.00	£273.18	£1,890.00	£134.40	£2,400.00	£682.28	£1,500.00	£1,496.47	£130.00	£1,626.47	£875.00	
Income													
	Income Other				£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	Sub Total		£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	TOTAL	£1,890.00	£273.18	£1,890.00	£134.40	£2,400.00	£682.28	£1,500.00	£1,496.47	£130.00	£1,626.47	£875.00	
Open Spaces													
	Description	Budget 2017-2018	Actual Year End 2017-2018	Budget 2018-2019	Actual Year End 2018-2019	Budget 2019-2020	Actual Year End 2019-2020	Approved Budget 2020-2021	Current 2020-2021	Predicted to year end	Predicted Year End 2020-2021	Proposed budget 2021-2022	Comments
201													
Expenditure													
	Open Spaces Contract	£11,500.00	£16,895.74	£14,750.00	£17,547.92	£15,000.00	£17,338.20	£15,000.00	£10,113.95	£6,279.40	£16,393.35	£20,000.00	
	Additional Budget	£3,000.00	£0.00	£2,000.00	£339.99	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	Floral and Planting		£20.00	£300.00	£348.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	Waste / Bins / Dog Bins	£1,000.00	£0.00	£1,000.00	£962.80	£1,000.00	£14.53	£1,000.00	£0.00	£3,895.00	£3,895.00	£1,000.00	potential purchases
	Play Area Maintenance	£300.00	£2,583.48	£300.00	£2,114.43	£4,000.00	£712.12	£2,500.00	£1,107.28	£2,850.00	£3,957.28	£4,000.00	potential maintenance / purchases
	Play Area Inspection	£200.00	£130.20	£200.00	£130.20	£200.00	£136.80	£150.00	£136.80	£0.00	£136.80	£150.00	
	Sundry Environment		£0.00		£1,030.20	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	In Bloom/CPRE Entry	£1,500.00	£586.19	£1,500.00	£4,802.51	£250.00	£25.00	£100.00	£0.00	£40.00	£40.00	£50.00	
	Pocket Parks	£4,000.00	£0.00	£4,000.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	Market Place Pump Renovations	£1,000.00	£0.00	£500.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	Historic Sites Maintenance					£500.00	£381.30	£500.00	£765.04	£0.00	£765.04	£500.00	
	Grass verges devolution					£10,950.00	£11,140.80	£0.00	£11,298.00	£0.00	£11,298.00	£11,500.00	
	Parish Paths Partnership				£727.05	£685.00	£0.00	£0.00	£0.00	£1,071.00	£1,071.00	£1,100.00	
	Traingate Project								£6,226.19	£6,773.81	£13,000.00	£500.00	
	Sub Total	£22,500.00	£20,215.61	£24,550.00	£28,003.10	£32,585.00	£29,748.75	£19,250.00	£29,647.26	£20,909.21	£50,556.47	£38,800.00	
Income													
2101	Sponsorship	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
2102	Grants	£2,000.00	£0.00	£2,000.00	£3,818.46	£0.00	£0.00	£0.00	£4,000.00	£6,000.00	£10,000.00	£0.00	
2103	Income Other	£0.00	£500.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	Grass verges devolution					£10,950.00	£14,390.00	£0.00	£16,278.00	£0.00	£16,278.00	£11,500.00	
	Parish Paths Partnership					£685.00	£513.40	£0.00	£1,071.00	£0.00	£1,071.00	£1,100.00	
	Traingate Project								£1,600.00	£0.00	£1,600.00	£0.00	
	Sub Total	£2,000.00	£500.00	£2,000.00	£3,818.46	£11,635.00	£14,903.40	£0.00	£22,949.00	£6,000.00	£28,949.00	£12,600.00	
	TOTAL	£20,500.00	£19,715.61	£22,550.00	£24,184.64	£20,950.00	£14,845.35	£19,250.00	£6,698.26	£14,909.21	£21,607.47	£26,200.00	
Burial Grounds													
	Description	Budget 2017-2018	Actual Year End 2017-2018	Budget 2018-2019	Actual Year End 2018-2019	Budget 2019-2020	Actual Year End 2019-2020	Approved Budget 2020-2021	Current 2020-2021	Predicted to year end	Predicted Year End 2020-2021	Proposed budget 2021-2022	Comments
301													
Expenditure													
3011	Trade Waste	£600.00	£608.00	£600.00	£732.80	£750.00	£789.10	£500.00	£401.80	£0.00	£401.80	£450.00	
	Rates						£0.00	£500.00	£535.80	£0.00	£535.80	£570.00	ADD IN
3012	Maintenance Works	£1,000.00	£968.00	£1,000.00	£598.74	£1,000.00	£1,534.39	£4,520.00	£962.00	£890.00	£1,852.00	£2,000.00	
3013	Cemetery costs general	£500.00	£470.63	£500.00	£589.88	£500.00	£518.57	£0.00	£0.00	£0.00	£0.00	£0.00	
	Sub Total	£2,100.00	£2,046.63	£2,100.00	£1,921.42	£2,250.00	£2,842.06	£5,520.00	£1,899.60	£890.00	£2,789.60	£3,020.00	
Income													
3101	Cemetery Fees	£4,000.00	£5,910.00	£4,000.00	£2,695.00	£2,000.00	£4,230.00	£3,000.00	£2,990.00	£340.00	£3,330.00	£3,000.00	
	Trade Waste Refund					£0.00	£338.10	£0.00	£0.00	£0.00	£0.00	£0.00	
	Sub Total	£4,000.00	£5,910.00	£4,000.00	£2,695.00	£2,000.00	£4,568.10	£3,000.00	£2,990.00	£340.00	£3,330.00	£3,000.00	
	TOTAL	£-1,900.00	£-3,863.37	£-1,900.00	£-£773.58	£250.00	£-£1,726.04	£2,520.00	£-£1,090.40	£550.00	£-£540.40	£20.00	

S144 Promoting Kirton													
	Description	Budget 2017-2018	Actual Year End 2017-2018	Budget 2018-2019	Actual Year End 2018-2019	Budget 2019-2020	Actual Year End 2019-2020	Approved Budget 2020-2021	Current 2020-2021	Predicted to year end	Predicted Year End 2020-2021	Proposed budget 2021-2022	Comments
401													
Expenditure													
4011	Summer Gala Expenses	£800.00	£120.70	£800.00	£636.12	£700.00	£924.86	£700.00	£0.00	£0.00	£0.00	£700.00	
	Christmas Festival Expenses		£741.81										
4012	Lights Installation/Removal	£9,000.00	£7,536.39	£9,000.00	£8,114.40	£7,800.00	£8,054.40	£9,000.00	£4,039.50	£4,968.75	£9,008.25	£9,000.00	
	Maintenance	£500.00	£0.00	£500.00	£337.98	£800.00	£392.81	£800.00	£0.00	£0.00	£0.00	£800.00	
	Town Hall Hire/Electrics	£800.00	£266.46	£600.00	£263.28	£350.00	£335.52	£360.00	£139.56	£40.00	£179.56	£360.00	
	Church Electrics	£251.00	£175.99	£251.00	£198.76	£250.00	£148.44	£250.00	£0.00	£150.00	£150.00	£150.00	
4013	Market Stall Hire	£1,000.00	£0.00	£1,000.00	£0.00	£500.00	£0.00	£350.00	£0.00	£0.00	£0.00	£350.00	
4014	Equipment Hire	£700.00	£363.54	£700.00	£420.00	£450.00	£804.00	£820.00	£0.00	£0.00	£0.00	£820.00	
	Hosting Fees	£300.00	£0.00	£300.00	£140.00	£140.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
4015	Entertainers' Fees	£800.00	£150.00	£800.00	£585.00	£700.00	£600.00	£700.00	£0.00	£0.00	£0.00	£700.00	
4016	Christmas Trees	£850.00	£570.00	£850.00	£677.65	£700.00	£730.00	£750.00	£150.00	£590.00	£740.00	£750.00	
	Misc Christmas/ purchases	£860.00	£100.00	£860.00	£150.88	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	Market Place works	£2,000.00	£0.00	£2,000.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
4017	Sundry PK Expenses		£0.00		£476.25	£50.00	£45.00	£50.00	£50.00	£0.00	£50.00	£50.00	
	Sub Total	£17,661.00	£10,024.89	£17,661.00	£12,000.32	£12,440.00	£12,035.03	£13,780.00	£4,379.06	£5,748.75	£10,127.81	£13,680.00	
Income													
4101	Event Income - Christmas	£500.00	£490.00	£350.00	£748.00	£350.00	£812.31	£500.00	£0.00	£0.00	£0.00	£500.00	
	Event Income - Summer Gala		£0.00		£75.00	£50.00	£70.00	£0.00	£0.00	£0.00	£0.00	£0.00	
4102	Event Donations	£300.00	£420.00	£300.00	£550.00	£300.00	£595.00	£400.00	£0.00	£400.00	£400.00	£400.00	
	Sub Total	£800.00	£910.00	£650.00	£1,373.00	£700.00	£1,477.31	£900.00	£0.00	£400.00	£400.00	£900.00	
	TOTAL	£16,861.00	£9,114.89	£17,011.00	£10,627.32	£11,740.00	£10,557.72	£12,880.00	£4,379.06	£5,348.75	£9,727.81	£12,780.00	
Public Services													
	Description	Budget 2017-2018	Actual Year End 2017-2018	Budget 2018-2019	Actual Year End 2018-2019	Budget 2019-2020	Actual Year End 2019-2020	Approved Budget 2020-2021	Current 2020-2021	Predicted to year end	Predicted Year End 2020-2021	Proposed budget 2021-2022	Comments
501	Kirton Klipper												
Expenditure													
5011	Kirton Klipper Expenses	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
5012	Project Manager Fees	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	Streetsports	£1,000.00	£0.00	£1,000.00	£0.00	£0.00	£0.00	£0.00	£0.00	£500.00	£500.00	£800.00	
	Town Clock	£1,000.00	£312.00	£1,000.00	£354.00	£800.00	£318.00	£400.00	£174.00	£200.00	£374.00	£400.00	
	Public Transport Promotion							£100.00	£0.00	£0.00	£0.00	£0.00	
	Sub Total	£2,000.00	£312.00	£2,000.00	£354.00	£800.00	£318.00	£500.00	£174.00	£700.00	£874.00	£1,200.00	
Income													
5101	Income	£0.00	£0.00		£0.00		£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	Sub Total	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	TOTAL	£2,000.00	£312.00	£2,000.00	£354.00	£800.00	£318.00	£500.00	£174.00	£700.00	£874.00	£1,200.00	

Civic	Description	Budget 2017-2018	Actual Year End 2017-2018	Budget 2018-2019	Actual Year End 2018-2019	Budget 2019-2020	Actual Year End 2019-2020	Approved Budget 2020-2021	Current 2020-2021	Predicted to year end	Predicted Year End 2020-2021	Proposed budget 2021-2022	Comments
Expenditure													
6011	Mayoral Allowance	£650.00	£650.00	£650.00	£750.00	£650.00	£43.90	£650.00	£0.00	£0.00	£0.00	£650.00	
	Civic Tickets	£300.00	£60.00	£300.00	£303.90	£300.00	£233.50	£300.00	£0.00	£0.00	£0.00	£300.00	
	Civic Awards	£500.00	£55.55	£500.00	£198.00	£300.00	£67.40	£200.00	£0.00	£90.00	£90.00	£200.00	Civic Dinner & Trophy
6012	Civic Service Expenses	£650.00	£724.00	£650.00	£1,091.66	£700.00	£705.21	£700.00	£0.00	£0.00	£0.00	£700.00	
6013	Civic Dinner Expenses (2017)	£0.00	£0.00	£0.00	-			£0.00	£0.00	£0.00	£0.00	£0.00	
	Civic Dinner Expenses (2018)	£2,000.00	£0.00	£0.00	£0.00			£0.00	£0.00	£0.00	£0.00	£0.00	
	Civic Dinner Expenses			£2,000.00	£2,531.49	£2,000.00	£1,750.50	£1,500.00	£0.00	£0.00	£0.00	£1,500.00	
6014	Misc Civic Expenses	£100.00	£0.00	£100.00	£577.04	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	Honours Board and Chain Updates					£100.00	£89.50	£100.00	£0.00	£0.00	£0.00	£100.00	
	Mayor's Charity Donations		£0.00	£600.00	£2,731.90	£0.00	£2,390.81	£0.00	£0.00	£0.00	£0.00	£0.00	
	Civic Refunds					£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	Sub Total	£4,200.00	£1,434.00	£4,800.00	£8,183.99	£4,050.00	£5,280.82	£3,450.00	£0.00	£90.00	£90.00	£3,450.00	
Income													
6101	Civic Dinner Income (2017)	£1,000.00	£0.00	£0.00	£2,655.20	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	Civic Dinner Income	£1,000.00	£448.00	£1,000.00	£242.60	£1,000.00	£282.33	£1,500.00	£0.00	£0.00	£0.00	£1,500.00	
	Civic Service Income	£200.00	£281.00	£200.00	£265.20	£200.00	£1,886.00	£200.00	£0.00	£0.00	£0.00	£200.00	
	Mayors Charity Night Income	£300.00	£30.00	£300.00	£120.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	Misc income						£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	Civic Refunds						£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	Sub Total	£2,500.00	£759.00	£1,500.00	£3,283.00	£1,200.00	£2,168.33	£1,700.00	£0.00	£0.00	£0.00	£1,700.00	
	TOTAL	£1,700.00	£675.00	£3,300.00	£4,900.99	£2,850.00	£3,112.49	£1,750.00	£0.00	£90.00	£90.00	£1,750.00	
Charities													
	Description	Budget 2017-2018	Actual Year End 2017-2018	Budget 2018-2019	Actual Year End 2018-2019	Budget 2019-2020	Actual Year End 2019-2020	Approved Budget 2020-2021	Current 2020-2021	Predicted to year end	Predicted Year End 2020-2021	Proposed budget 2021-2022	Comments
Expenditure													
	The Green & Market Place	£1,000.00	£456.00	£1,000.00	£1,910.00	£1,000.00	£255.48	£1,000.00	£960.00	£1,000.00	£1,960.00	£1,000.00	
	War Memorial & Garden of EED	£1,000.00	£1,712.50	£1,000.00	£0.00	£1,000.00	£1,576.00	£1,000.00	£0.00	£0.00	£0.00	£1,000.00	
	Sub Total	£2,000.00	£2,168.50	£2,000.00	£1,910.00	£2,000.00	£1,831.48	£2,000.00	£960.00	£1,000.00	£1,960.00	£2,000.00	
Income													
	The Green & Market Place	£0.00	£95.00	£0.00	£0.00	£0.00	£150.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	War Memorial & Garden of EED					£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	Sub Total	£0.00	£95.00	£0.00	£0.00	£0.00	£150.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	TOTAL	£2,000.00	£2,073.50	£2,000.00	£1,910.00	£2,000.00	£1,681.48	£2,000.00	£960.00	£1,000.00	£1,960.00	£2,000.00	

Precept – supporting information for 2021-2022 budget proposal at 3rd November 2020

Section 1 – Administration and Resources

Expenditure

Salaries, PAYE – in line with proposed increased costs due to employment of Assistant Clerk now in place and annual cost increases.

Recruitment – not expected to be required at this stage.

Staff Expenses and Travel – reduced compared that that anticipated due to pandemic and so prediction remains same as previously so recommend retain at same level.

Training Staff - reduced compared that that anticipated due to pandemic and so prediction remains same as previously so recommend retain at same level especially as training for Assistant Clerk likely to take place.

Licences/Permissions – Propose reduce in line with current identified costs.

Stationery/Consumables – Propose reduce due to improved efficiencies.

Office Rent/Meeting Room Hire – propose retain as previously.

Telephones/Broadband etc – propose retain as previously.

Memberships/Subscriptions – propose increase in line with predicted increases in fees

Audit costs – propose retain as previously.

Insurance – propose retain as previously due to no increased risks to cover

Maintenance – propose retain and request consideration for filing cabinet replacement

IT/Website – large increase compared to proposed costs anticipated this time last year; unlikely to continue to at the same level, but software licences for both Clerk and Assistant Clerk, the maintenance of IT under the care of both the Clerk and Assistance Clerk as well as the age of the current office PC and printer needs to be considered in line with the costs for virtual meetings. Propose budget is increased.

Sundry Admin – propose retain as previously.

Income

Precept – to be confirmed

Precept Grant – to be confirmed, received from NLC at end of November in 2019

Income Other – propose increase the expected VAT reclaim amount

Bank Interest – propose reduce in line with current interest rates.

Section 2 – Grants and Donations

Expenditure

Recommend **Community Pot** returns to previous levels and all other grant funding is together as **General Power of Competence** at the level of grant requests received from the community – propose this data is collated in December for January.

Income

Grant Funding expected for Allotments from NLC Claim submitted as noted, but no income can be predicted for next year.

Section 3 – Democratic Expenses

Expenditure

Recommend that **Member Expenses and Member Training** budgets remain the same to allow for development as requested, recommend **Election Expenses** are budgeted for each year over a four year cycle so that money is in the budget to cover those costs when required; budgeting £375 each year would allow for this.

Income

Income cannot be predicted for this budget area.

Section 4 – Open Spaces

Expenditure

The **Open Spaces Contract** is due to go to tender for March 2021 as a split contract for grass and flower beds and so is likely to be more expensive across two contracts than amalgamated as one. At this stage the contracts are not finalised and so costings cannot be predicted, however currently recommend a similar expense is budgeted for at this stage.

Waste / Bins / Dog Bins – propose retain as previously.

Play Area Maintenance - propose increase to level recommended last year which was subsequently reduced

Play Area Inspection – propose retain as previously

In Bloom/CPRE Entry – propose reduce by half going forward as entry is joint with In Bloom Group

Historic Sites Maintenance – above budget this year due to the legal work around Wormwood Hill Amenity land, however propose remains at same level going forward for various town sites.

Grass verges devolution – costs are covered by NLC currently, and so figures will be expected from NLC in March to confirm continued three year agreement

Parish Paths Partnership - costs are covered by NLC currently, and so figures will be expected from NLC in March to confirm continued three year agreement

Traingate Project – propose maintenance costs are factored in each year, with £500 as initial proposal.

Income

Grass verges devolution – this income is covered by NLC currently, and so figures will be expected from NLC in March to confirm continued three year agreement

Section 5 – Burial Grounds

Expenditure

Trade Waste – propose decrease in line with current costings

Rates – propose new heading for clarity and to increase in line with current costings

Maintenance Works – proposed decrease the expected costings for next year but that consideration is given to ongoing repairs required to the path and other areas to keep the cemetery in good order.

Cemetery costs general – propose this is removed.

Income

Cemetery fees – propose retain predicted income as previously

Section 6 – Promoting Kirton

Expenditure

Please note – a very difficult area of the budget this year. The predicted costs for 2020-2021 were not required due to the pandemic, however the costs are likely to be similar to those predicted if the events return in their previous formats. As much of the budget was not spent, it is recommended that a reduction here is provided for so that residents see some relief within the precept, but that the costs required are therefore taken from this years unspent budget.

Christmas Festival – Lights installation/removal – this area is over budget due to the unexpected costs of replacing the church floodlighting due to damage sustained last year.

Church Electrics – proposed as a reduction due to improved efficiency of new lighting.

Section 7 – Public Services

Expenditure

Streetsports – expected provision from Easter 2021 with costings currently a little unclear but with a budget required to be in place.

Town Clock – recommend retain as previously.

Public Transport Promotion – recommend remove.

Section 8 – Civic

Expenditure

Please note – as with Promoting Kirton, a very difficult area of the budget this year. The predicted costs for 2020-2021 were not required due to the pandemic, however the costs are likely to be similar to those predicted if the events return in their previous formats. As much of the budget was not spent, it is recommended that a reduction here is provided for so that residents see some relief within the precept, but that the costs required are therefore taken from this years unspent budget.

Section 9 – Charities

Recommend this area remains the same as previously.