

10:50

Detailed Income & Expenditure by Budget Heading 30/11/2018

Month No: 8

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Open Spaces						
<u>300 Salaries - Open Spaces</u>						
4000 Salaries	53,877	89,760	35,883		35,883	60.0%
4020 PAYE & NI	20,575	33,660	13,085		13,085	61.1%
4030 Superannuation	21,402	34,170	12,768		12,768	62.6%
4055 Travelling Expenses	278	1,615	1,337		1,337	17.2%
4520 Mobile Telephone	326	500	174		174	65.2%
4900 Misc Expenditure	0	350	350		350	0.0%
Salaries - Open Spaces :- Indirect Expenditure	96,458	160,055	63,598	0	63,598	60.3%

Movement to/(from) Gen Reserve**(96,458)**

<u>310 General Open Spaces</u>						
1300 Grants Received	3,691	5,800	2,109			63.6%
1310 Parish Paths Grant Received	0	2,000	2,000			0.0%
1390 Admin Fees	230	250	20			92.0%
1900 Miscellaneous Income	619	680	61			91.1%
General Open Spaces :- Income	4,540	8,730	4,190			52.0%
4370 Health & Safety	0	0	(0)		(0)	0.0%
4500 Equipment & Tools	1,378	1,090	(288)		(288)	126.4%
4501 Equipment Fuel	1,057	1,860	803		803	56.8%
4502 Vehicle Maintenance	1,131	3,875	2,744		2,744	29.2%
4510 Skip Hire	600	1,750	1,150		1,150	34.3%
4515 Refuse Collection	1,336	1,100	(236)		(236)	121.4%
4540 Parish Paths Expenditure	200	500	300		300	40.0%
4545 Parking Meters	109	2,965	2,857		2,857	3.7%
4900 Misc Expenditure	206	1,200	994		994	17.2%
General Open Spaces :- Indirect Expenditure	6,015	14,340	8,325	0	8,325	41.9%

Movement to/(from) Gen Reserve**(1,475)**

<u>320 Allotments</u>						
1400 Allotment Rents	4,425	3,225	(1,200)			137.2%
1410 Allotment Keys	20	25	5			80.0%
Allotments :- Income	4,445	3,250	(1,195)			136.8%
4600 Allotment Services	1,073	1,550	477		477	69.2%
4605 Allotment Maintenance	1,560	1,315	(245)		(245)	118.6%
4610 Allotment Competition	224	350	126		126	64.0%
Allotments :- Indirect Expenditure	2,857	3,215	358	0	358	88.9%

Movement to/(from) Gen Reserve**1,589**

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Detailed Income & Expenditure by Budget Heading 30/11/2018

Month No: 8

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>330 Lawn Cemetery & Churchyard</u>						
1450 Interment Charges	51,849	40,000	(11,849)			129.6%
1460 Memorial Plaques Income	31,252	31,825	573			98.2%
1470 Cemetery Benches	638	0	(638)			0.0%
Lawn Cemetery & Churchyard :- Income	83,740	71,825	(11,915)			116.6%
4660 Cemetery Rates	769	920	151		151	83.6%
4665 Cemetery Services	92	100	8		8	91.8%
4670 Cemetery Maintenance	1,311	1,290	(21)		(21)	101.6%
4675 Christchurch Cemetery	1,098	6,500	5,402		5,402	16.9%
4680 Memorial Plaques Costs	16,035	17,700	1,665		1,665	90.6%
Lawn Cemetery & Churchyard :- Indirect Expenditure	19,305	26,510	7,205	0	7,205	72.8%
Movement to/(from) Gen Reserve						
	64,435					
<u>340 Common</u>						
1500 Common Lettings	(8)	2,300	2,308			(0.3%)
Common :- Income	(8)	2,300	2,308			(0.3%)
1510 Common Concessions	(1,000)	1,000	2,000		2,000	(100.0%)
Common :- Direct Expenditure	(1,000)	1,000	2,000	0	2,000	(100.0%)
4700 Tree Surgery & Inspections	4,143	5,150	1,008		1,008	80.4%
4705 Grounds Maintenance	1,888	5,150	3,262		3,262	36.7%
4710 Grass Cutting/Grazing	1,706	6,550	4,844		4,844	26.0%
4715 Seats	263	0	(263)		(263)	0.0%
4720 Litter Bins	0	1,000	1,000		1,000	0.0%
4725 Maintenance of Horse Track	0	500	500		500	0.0%
4730 Dog Bin Maintenance	2,698	4,300	1,602		1,602	62.7%
Common :- Indirect Expenditure	10,697	22,650	11,953	0	11,953	47.2%
Movement to/(from) Gen Reserve						
	(9,705)					
<u>350 Professional Fees - OS</u>						
4355 Legal & Professional Fees	0	2,000	2,000		2,000	0.0%
4370 Health & Safety	733	2,000	1,267		1,267	36.6%
4760 Grovewood & Tree Inspection	0	1,640	1,640		1,640	0.0%
4765 Surveys	0	500	500		500	0.0%
4770 Chilterns AONB & CMS	0	2,000	2,000		2,000	0.0%
Professional Fees - OS :- Indirect Expenditure	733	8,140	7,407	0	7,407	9.0%
Movement to/(from) Gen Reserve						
	(733)					
Open Spaces :- Income	92,717	86,105	(6,612)			107.7%
Expenditure	135,065	235,910	100,845	0	100,845	57.3%
Movement to/(from) Gen Reserve						
	(42,347)					

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Detailed Income & Expenditure by Budget Heading 30/11/2018

Month No: 8

Committee Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Grand Totals:- Income	92,717	86,105	(6,612)			107.7%
Expenditure	135,065	235,910	100,845	0	100,845	57.3%
Net Income over Expenditure	(42,347)	(149,805)	(107,458)			
Movement to/(from) Gen Reserve	(42,347)					

Date: TUESDAY 8TH JANUARY 2019

Subject: OPEN SPACES OFFICERS REPORT

Committee Member:

Officer Contributors: Rangers, Deputy Clerk

Status (public or exempt): Public

Wards affected: All

Enclosures:

Contact for further information: Deputy Clerk

1. BACKGROUND INFORMATION

1.1 LAWN CEMETERY

- Repair of the flower beds around sections D-G with top soil has been completed and top soil has also been used to top dress some sunken graves and raise some plaques
- The bench donated to the Cemetery to be placed at the edge of the Childrens section was installed in December. As this is placed where the flower bed was previously which will not be seeded until the Spring, the bench has been placed on paving slabs to allow it to be used.
- Topping up of graves continues
- Ongoing maintenance continues

1.2 COMMON

Trees:

- Contractors undertook work to two trees on the common, one near Christchurch Pond and one at the rear of Darvells yard properties.

Permissive Parking Areas

- Surfacing options are still being investigated for the pathway down to the road from Memorial Hall permissive parking area and the HCC Rights of Way Officer has been approached to seek possible funding contribution.
- The replacement parking meters have been installed and after a few initial problems with the software and then some apparent vandalism are now in full working order. The machine at Shepherds Bridge PPA suffered some minor damage by a vehicle backing into it but not sufficient damage to casue a problem with the working of the ticket machine.

Parking on the Common:

- The frequency and number of cars parking along Common Gate Road significantly increased during November with the Rangers regularly posting notices on the windscreens of those cars with wheels on the Common reminding the drivers that parking as such is illegal. So far there have been no repeat offenders suggesting that the notices are working. If the problem continues the Rangers will place logs along the roadside to prevent cars bumping up on to the grass.

GENERAL:

Interpretation Project:

- The tendering process for new interpretation panels and waymarker posts was completed and Fitzpatrick Woolmer have been appointed as the preferred contractor. Work is now underway to provide them with the information required to design the panels.

Ditch:

- The work to clear the flood alleviation ditch running from Darvells Pond to Gun Dell is now complete. There is notable badger activity along the ditch from Memorial Hall parking area to Gun Dell.

EDUCATION:

- The Ranger led walks and activity mornings continue to go well with numbers increasing each time. Two further walks and activity sessions have been held since the last meeting. The volunteer tasks that occur on the last Thursday of the month take a break in December, resuming in January. The last task saw the volunteers removing oak and birch saplings from the heather that grows on the 2nd fairway. Future activities include reseeding some of the failed heather scrapes and coppicing stands of gorse.
- A number of Christmas Wreath making workshops were held in December which proved to be a huge success and very popular with around 35 people attending across four workshops in the Common Room at the War Memorial Hall raising a total of £525 less some materials expenses. The base structure of the wreaths and the foliage was foraged from the Common as part of the winter work programme and provided a good opportunity to talk about the work the Rangers do. Next year we will plan more sessions including some in the evening. The Rangers are also considering a range of other workshops to run throughout the year to further promote the Common and its management plan.

WINTER WORKS:

- The winter work programme is progressing well. Most of the saplings have now been removed from amongst the gorse and heather with only a few patches remaining to clear. Work has also begun to remove holly and laurel from the woodland sections as described in the GAP. Around Top Common Pond the Rangers have been busy laying the willow around the pond edges to create denser growth to better protect the pond from litter and provide improved marginal cover for wildlife. Work in the Maybushes is set to resume early in the new year, weather dependant.

Common Memorial Benches:

- A new bench was constructed by the Rangers and placed on the Common shortly before Christmas, replacing an existing bench which had been removed 18 months previously due to poor condition.

1.5 ALLOTMENTS

- The hedge at Dog Kennel Lane Allotments was cut shortly before Christmas.

1.6 PARISH PATHS:

- Eight new signs have been ordered for delivery and installation later this month. They either replace existing faded signs or are new signs to aid navigation of the paths. The specification of the signs follows the work that was done by the Chair of Open Spaces and the Chairman of the Council together with two volunteer members of the public to document all the Parish paths. The documented descriptions are now available on the Parish Council Website together with two circular walks of interest.

1.7 EQUIPMENT

- The new equipment recently authorised by the Committee has been delivered and is in use.
- Ongoing maintenance and cleaning of plant, tools and machinery.

2. RELEVANT PREVIOUS DECISIONS

None

3. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS

None

4. LEGAL ISSUES

4.1 None Specific

5. RECOMMENDATIONS

None

Butterfly Conservation 2018 Survey Report for Open Spaces

Between the 20th April and 27th Sept 2018 the Herts and Middx Butterfly Conservation group surveyed Chorleywood Common's butterfly numbers on a weekly basis giving a good baseline to track the effect of the conservation work which will be undertaken as per the Greenspace Action Plan (GAP).

The survey is undertaken in the form of a walk that encompasses the variety of habitats present on the Common with species and their numbers being noted along the way.

Dick Ashford of Butterfly Conservation noted: "As expected the grassland areas, and particularly the chalky bank at the south end of the common, have the greatest variety of butterflies. It's good to see most of the common spring butterflies e.g. Holly Blue and Brimstone represented. In summer the grassland is heavily populated with Meadow Browns, Gatekeepers, Common Blue and the Whites. Interestingly there is also a large population of the day flying moths Burnet Companion & Six-spot Burnet. Although these were not actually counted, they were both very numerous. It was exciting to see the Marbled White in significant numbers. Sadly the heathland at the north-west side of the common is pretty barren from a butterfly perspective. Next year we propose to incorporate two of the woodland rides earmarked for conservation in the Chorleywood Common Greenspace Action Plan into our walk. It will be exciting to see how this affects butterfly populations. It will also be interesting to see what effect the long hot summer has had on next year's butterfly populations given how arid the land became. There is also a possibility that we will host some guided walks for the public to walk round our route and observe the variety of butterfly life therein."

The new GAP incorporates conservation techniques and management practices that will have a positive effect on not only butterfly populations but all invertebrates which in turn will improve the wider biodiversity. This includes increasing areas of scrub, leaving areas of long grass to be cut on a 2 year rotation, allowing the marginal woodland vegetation to grow along the rides, improving wildflower growth on the parking area banks and reducing woodland encroachment on to the heathland habitats.

Mr Ashford commented about the GAP: "We are excited by the potential beneficial effect of this on the whole ecosystem of the common as it is rolled out."

A summary of the butterfly species and numbers recorded is attached.

Daniel du Gard

Conservation Ranger

November 2018

Butterfly Conservation - Transect Summary - Chorleywood Common
20th April - 27th September 2018

Species	Total
Small Skipper	13
Brimstone	20
Large White	109
Small White	51
Green Veined White	27
Small GV White	35
Orange Tip	14
Purple Hairstreak	2
Small Copper	13
Small Blue	1
Brown Argus	10
Common Blue	157
Holly Blue	15
Red Admiral	2
Small Tortoiseshell	7
Peacock	5
Comma	5
Speckled Wood	12
Marbled White	41
Gatekeeper	28
Meadow Brown	527
Ringlet	16
TOTAL	1110

Date: TUESDAY 8TH JANUARY 2019

Subject: MEMORIAL BENCH GUIDANCE

Committee Member:

Officer Contributors: Deputy Clerk

Status (public or exempt): Public

Wards affected: All

Enclosures: Appendix A – Memorial Bench Guidance

Contact for further information: Deputy Clerk

1.BACKGROUND INFORMATION

Following discussion of the process and rules to be applied for memorial benches both on the Common and in the Cemetery, Officers were asked to draft guidance on the process to be followed. This report contains the suggested guidance for consideration by the Committee with specific attention on the time periods proposed.

2. RELEVANT PREVIOUS DECISIONS

Open Spaces 18.09.18 Minute **18/45 Memorial Benches on the Common**

The Committee

RESOLVED

One 7" x 2" memorial plaque to be the standard for a memorial bench on the Common with no exception
This was proposed from the Chair and carried by six votes in favour and one against.

3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

None

4. RISK MANAGEMENT ISSUES

4.1 As many of the benches have been in place for some time and sponsors of the benches may have since moved away from the area, it is possible that a sponsor may not be aware that a bench has been removed until their next visit to the area. To mitigate this risk, a period of one year will be allowed between the removal of a bench due to condition and a replacement bench being installed for another sponsor.

5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS

None

6. LEGAL ISSUES

None

7. RECOMMENDATION

7.1 The Committee are therefore asked to consider the guidance to be put in place to cover both benches existing on the Common and Cemetery and for new applications made. Suggested guidance can be found in Appendix A to this report.

APPENDIX A

MEMORIAL BENCH GUIDANCE

- A memorial bench to be in place for the life of the bench (Minimum 15 years)
- Memorial benches for the Common will be a standard style, built and installed by the Parish Rangers with reference to the Guidance template and instructions provided by Countryside Management Services (CMS) (copy held in Common Benches File in Parish Office)
- Memorial Benches for the Cemetery will be a match to the currently installed Glenham 180 teak benches (Current Supplier details held on file at *General/Cemetery/Cemetery benches/Cemetery Bench Charge Sheet.doc*)
- One 7" x 2" memorial plaque to be the standard for a memorial bench on the Common or in the Cemetery with no exception i.e. no additional plaques to be placed on a bench.
- Price for the bench will cover the cost of materials, resource to administer the request, build and install the bench, cost of the 7 x 2 memorial plaque and VAT as appropriate (Current charges held on file at *General/Common/Common Benches/Common Bench Charges 2019.doc* and on file in Common Benches File in Parish Office)
- On installation either on the Common or in the Cemetery, the bench effectively becomes a donation to the Common or Lawn Cemetery and following installation becomes the property of the Parish Council, the Parish Council do not expect it to be removed by the sponsor at a later date.
- Benches on the Common will be maintained in a safe condition by the Parish Rangers until beyond repair when the bench in question will be removed. Maintenance of the cemetery benches will also be undertaken by the Parish Rangers. Maintenance of the Cemetery benches takes the form of an annual power wash down to remove moss and lichen with the application of a wood preservative when required.

Removal of benches due to condition:

When a memorial bench is removed from the Common or the Cemetery due to the condition of the bench the person(s) who placed the bench should be approached and asked if they wish to renew the memorial bench at the price prevailing at the time or if they wish to give up the bench location to be offered to another family. If the offer to renew is declined they will be offered either return of the memorial plaque or placement of the memorial plaque on the Memorial Tree on the Common for the life of the memorial tree.

If no contact details are held for the person who sponsored the memorial bench, a period of one year should be allowed between the removal of the bench and replacement by another sponsor during which time the memorial plaque will be kept at the Parish Office

Advice to persons wishing to sponsor a memorial bench:

From January 2019 anyone sponsoring a bench should be made aware of the guidance above and that the onus is on the family to keep the Parish Office aware of any change in contact details.

For existing Memorial benches where sponsor details are known, sponsors will be written to advising them of the new guidance.

To cover the situation for existing memorial benches where sponsor details are not known, a notice will be placed on the Parish Council website advising of the introduction of the guidance as agreed by Committee and requesting any sponsors to make contact with the Parish Office to provide current contact details.

Draft Issue 03.01.19

Agreed by Open Spaces Committee.....

Date: TUESDAY 8TH JANUARY 2019

Subject: DRAFT CAPITAL BUDGET 2019-20

Committee Member:

Officer Contributors: Yvonne Merritt Clerk,

Status (public or exempt): Public

Wards affected: All

Enclosures: Appendix 1 Capital budget

Contact for further information: Clerk

1. RECOMMENDATIONS

1.1 That the Committee consider items from the Four Year Vision for Capital projects.

2. RELEVANT PREVIOUS DECISIONS

2.1 **P&R 4th September 2018**

18/28 BUDGET STRATEGY 2019/20

Members discussed the process relating to the budget and agreed that in the past using the RPI worked and therefore

The Committee

RESOLVED

That Committees be asked to build a provisional budget based on an increase of 3.4% but with budget savings wherever possible.

This was proposed from the Chair and carried unanimously.

3. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

3.1 None Specific

4. RISK MANAGEMENT ISSUES

4.1 Nil

5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS

5.1 The capital budgets have where necessary been raised by 3.4%

5.2 There is an increase in the Capital Budget

6. LEGAL ISSUES

6.1 None Specific

7 BACKGROUND INFORMATION

7.1 Attached in Appendix 1 of this report is the current capital budget allocation, this has been increased by 3.4%

7.2 Members will also need to consider any capital projects for the next financial year, taken from the agreed four year vision. This should include the remaining elements for the Nature Trail, should TRDC or grant funding not be successful.

7.3 Once this Committee has agreed the budget a full report will be issued to Full Council to decide on the precept for 2019/20

Annual Budget - By Committee

Note: 18.19 Current Budget -Projected-19.20 Budget

	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward	
Open Spaces										
300	Salaries - Open Spaces									
4000	Salaries	88,000	78,706	89,760	53,877	89,760	0	92,800	0	0
4020	PAYE & NI	33,000	28,469	33,660	20,575	33,660	0	34,800	0	0
4030	Superannuation	33,500	28,979	34,170	21,402	34,170	0	35,195	0	0
4055	Travelling Expenses	1,580	1,060	1,615	278	1,615	0	1,615	0	0
4520	Mobile Telephone	0	0	500	326	500	0	500	0	0
4900	Misc Expenditure	350	71	350	0	350	0	350	0	0
	Overhead Expenditure	156,430	137,286	160,055	96,458	160,055	0	165,260	0	0
	Movement to/(from) Gen Reserve	(156,430)	(137,286)	(160,055)	(96,458)	(160,055)		(165,260)		
310	General Open Spaces									
1300	Grants Received	5,800	2,460	5,800	3,691	5,800	0	5,800	0	0
1310	Parish Paths Grant Received	2,000	1,766	2,000	0	2,000	0	2,000	0	0
1390	Admin Fees	250	0	250	230	250	0	250	0	0
1900	Miscellaneous Income	550	5,455	680	619	680	0	700	0	0
	Total Income	8,600	9,682	8,730	4,540	8,730	0	8,750	0	0
4370	Health & Safety	0	0	0	0	0	0	0	0	0
4500	Equipment & Tools	1,050	844	1,090	1,378	1,500	0	1,500	0	0
4501	Equipment Fuel	1,785	2,439	1,860	1,057	1,860	0	1,925	0	0
4502	Vehicle Maintenance	3,725	2,231	3,875	1,131	3,875	0	3,875	0	0
4510	Skip Hire	1,680	1,200	1,750	600	1,750	0	1,810	0	0
4515	Refuse Collection	975	1,754	1,100	1,336	1,100	0	1,140	0	0

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Annual Budget - By Committee

Note: 18.19 Current Budget -Projected-19.20 Budget

	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4520 Mobile Telephone	480	410	0	0	0	0	0	0	0
4540 Parish Paths Expenditure	500	350	500	200	500	0	500	0	0
4545 Parking Meters	2,850	2,019	2,965	109	2,965	0	3,065	0	0
4900 Misc Expenditure	1,150	902	1,200	206	1,200	0	1,200	0	0
Overhead Expenditure	14,195	12,148	14,340	6,015	14,750	0	15,015	0	0
Movement to/(from) Gen Reserve	(5,595)	(2,466)	(5,610)	(1,475)	(6,020)		(6,265)		
320 Allotments									
1400 Allotment Rents	3,570	3,109	3,225	4,425	3,225	0	3,335	0	0
1410 Allotment Keys	25	15	25	20	25	0	25	0	0
Total Income	3,595	3,124	3,250	4,445	3,250	0	3,360	0	0
4600 Allotment Services	1,515	1,316	1,550	1,073	1,550	0	1,600	0	0
4605 Allotment Maintenance	1,265	280	1,315	1,560	1,500	0	1,360	0	0
4610 Allotment Competition	350	346	350	224	350	0	350	0	0
Overhead Expenditure	3,130	1,942	3,215	2,857	3,400	0	3,310	0	0
Movement to/(from) Gen Reserve	465	1,182	35	1,589	(150)		50		
330 Lawn Cemetery & Churchyard									
1450 Interment Charges	34,600	36,654	40,000	51,849	60,000	0	55,000	0	0
1460 Memorial Plaques Income	30,600	31,481	31,825	31,252	31,825	0	35,500	0	0
1470 Cemetery Benches	0	40	0	638	0	0	0	0	0
Total Income	65,200	68,175	71,825	83,740	91,825	0	90,500	0	0

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Annual Budget - By Committee

Note: 18.19 Current Budget -Projected-19.20 Budget

	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4660 Cemetery Rates	850	868	920	769	920	0	950	0	0
4665 Cemetery Services	65	86	100	92	100	0	100	0	0
4670 Cemetery Maintenance	1,240	1,243	1,290	1,311	1,790	0	1,350	0	0
4675 Christchurch Cemetery	6,250	6,283	6,500	1,098	6,500	0	6,750	0	0
4680 Memorial Plaques Costs	17,000	18,090	17,700	16,035	20,000	0	20,000	0	0
Overhead Expenditure	25,405	26,570	26,510	19,305	29,310	0	29,150	0	0
Movement to/(from) Gen Reserve	39,795	41,605	45,315	64,435	62,515		61,350		
340 Common									
1500 Common Lettings	1,800	2,475	2,300	-8	2,300	0	2,375	0	0
Total Income	1,800	2,475	2,300	-8	2,300	0	2,375	0	0
1510 Common Concessions	0	0	1,000	-1,000	1,000	0	0	0	0
Direct Expenditure	0	0	1,000	-1,000	1,000	0	0	0	0
4700 Tree Surgery & Inspections	5,150	5,241	5,150	4,143	6,000	0	5,325	0	0
4705 Grounds Maintenance	5,150	5,623	5,150	1,888	5,150	0	5,325	0	0
4710 Grass Cutting/Grazing	6,300	6,845	6,550	1,706	6,550	0	6,775	0	0
4715 Seats	0	0	0	263	0	0	0	0	0
4720 Litter Bins	1,000	901	1,000	0	1,000	0	1,000	0	0
4725 Maintenance of Horse Track	500	0	500	0	500	0	500	0	0
4730 Dog Bin Maintenance	3,875	4,531	4,300	2,698	4,300	0	4,450	0	0
Overhead Expenditure	21,975	23,141	22,650	10,697	23,500	0	23,375	0	0
Movement to/(from) Gen Reserve	(20,175)	(20,666)	(21,350)	(9,705)	(22,200)		(21,000)		

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Annual Budget - By Committee

Note: 18.19 Current Budget -Projected-19.20 Budget

	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
350 Professional Fees - OS									
4355 Legal & Professional Fees	2,000	635	2,000	0	2,000	0	2,000	0	0
4370 Health & Safety	2,000	2,786	2,000	733	2,000	0	2,000	0	0
4760 Grovewood & Tree Inspection	1,575	1,080	1,640	0	1,640	0	1,700	0	0
4765 Surveys	500	0	500	0	500	0	500	0	0
4770 Chilterns AONB & CMS	2,000	4,433	2,000	0	2,000	0	2,000	0	0
Overhead Expenditure	8,075	8,934	8,140	733	8,140	0	8,200	0	0
Movement to/(from) Gen Reserve	(8,075)	(8,934)	(8,140)	(733)	(8,140)		(8,200)		
Open Spaces - Income	79,195	83,455	86,105	92,717	106,105	0	104,985	0	0
Expenditure	229,210	210,020	235,910	135,065	240,155	0	244,310	0	0
Movement to/(from) Gen Reserve	(150,015)	(126,565)	(149,805)	(42,347)	(134,050)		(139,325)		
Total Budget Income	79,195	83,455	86,105	92,717	106,105	0	104,985	0	0
Expenditure	229,210	210,020	235,910	135,065	240,155	0	244,310	0	0
Movement to/(from) Gen Reserve	(150,015)	(126,565)	(149,805)	(42,347)	(134,050)		(139,325)		

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OPEN SPACES MACHINERY

	Replacement Cost	YEAR 2011/12	YEAR 2012/13	YEAR 2013/14	2013 valuation Excl VAT	YEAR 2014/15	YEAR 2015/16	YEAR 16 2016/17	YEAR 2017/18	YEAR 2018/19	YEAR 2019/20
SideArm Flail Hedgecutter	£5,600	£620	£620	£645	4000.00	£665	£675	£685	£700	£730	£755
Kubota TRACTOR LK10 HFT		£2250	£2250	£2250	£20,000	£2345	£2415	£2465	£2490	£2590	£2680
Harrows		£290	£290	£300	450.00	£310	£315	£320	£325	£340	£350
Trailers		£170	£170	£180	1000.00	£185	£190	£195	£200	£210	£220
Replacement Buildings Costs		£1125	£1125	£1175	Review	£1210	£1235	£1250	£1275	£1325	£1370
Bomford Rear flail mower		£435	£435	£450	1750.00	£465	£465	£470	£480	£500	£520
Kubota Ride On	£10,000	£1090	£1090	£1135	3650.00	£1170	£1170	£1185	£1210	£1260	£1300
Grave Digger	£15,000	£1690	£1690	£1760	7000.00	Replaced 15,000	£1530	£1545	£1575	£1640	£1625
RTV LK65 GXR	£9,657	£1000	£1000	£1050	6850.00	£1080	£1080	Replaced £545	£1425	£1480	£1530
RTV LK65 GXP	£9,657	£1000	£1000	£1050	6850.00	£1080	£1080	Replaced £454	£1425	£1480	£1530
Rytec Cut and collect mower						Replaced 5500	£560	£565	£575	SOLD	
Shoring	£6884.00					NEW £6885.00	£700	£710	£725	£755	£780

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Parking Meters	£5630								NEW	£545	£570	Replaced £580
Kubota 4WD front end mower LK15 DVG	£17750								New	£1775	£1850	£1910
Kubota 4WD front end mower KX68 AYO	£15350										NEW	£1600
Flaildek Mower	£4375										NEW	£450
Wessex Cut and Collect	£10540										NEW	£1090
Total						£9595	£10540	£11270	£12540	£14185	£14770	£18,290

Draft Capital Allocation

Open Spaces	2018/19	B/F	Balance	Spent	Total
Replacement Equipment	£14770.00	£	£72205.00	£35895	£
Refurb of parking areas	£10,000.00	£	£10,000.00		£
Signage			£5,000		£5,000
					£
					36,310.00
					10,000.00
					£5,000

Total Capital required for 2019/20 - £23,290

Open Spaces Item	Detail	Other Committees affected	Prioritisation Level (rank 1-5, where 1 is the highest priority)	Resource required (PC Staff/Councillors/External)	Anticipated Cost	Date work is due to commence	Target date for completion
Parking Area improvements	Look at products that can improve the permissive parking area surfaced		2	Officers and Rangers, Cllrs Look at what happens at other Commons, site visits may be required			
Investigation of a Nature trail & Signage on the Common	An informal Nature trail on the Common – feasible and/or in demand Look at the improvements to all signage on the Common	NA	1	Suitable sites for Chainsaw carving being agreed and work in progress The newt bench and Red Kite at Top Common Pond and the story telling chair are outstanding. Welcome Boards need to be considered. Signage for all aspects on the Common. To include 'positive signage' and interpretation boards – Specification drawn up by CMS, tender exercise completed and chosen contractor appointed. Work underway Dec18/Jan19 onwards to provide required information for the design of the panels. Wildwood Dens in place – ROSPA checked and inspection records in place.	Budget set aside of £45,000 CIL Money allocated so far £46425.54 Plus £1000 donation BT £750 Filming £3500 donation for way markers + Memorial Donations Total raised £51675.54 Total Spent £36694.86 = Balance of £14980.68 + Donations from memorial tree	May 2017	Ongoing
Parking Review							