



# ENVIRONMENT AND AMENITIES COMMITTEE

Minutes of a Meeting of the Environment and Amenities Committee held at Meeching Hall, Fort Road, Newhaven on **Tuesday 19<sup>th</sup> December 2023** at **8:04pm**

**PRESENT:** Councillors Lesley Boniface (Chair)  
Kim Bishop (Vice Chair)  
Graham Amy  
Krissy Taylor  
Jan Woodling

**ALSO ATTENDING:** Cllr Pinky McLean-Knight  
Ken Dry, Town Clerk  
Maxine Fifield, Deputy Town Clerk

**EA22/23** The Chair stated that this meeting will be recorded and then made publicly available on the Newhaven Town Council Website for 28 days, followed by its removal and deletion.

**EA23/23** **APOLOGIES FOR ABSENCE**

Cllr Corina Watts

**EA24/23** **DECLARATIONS OF INTEREST**

There were none.

**EA25/23** **MINUTES**

The Minutes of the Meeting held on Tuesday 26<sup>th</sup> September 2023 were considered.

**RESOLVED:**

That these minutes be signed by the Chair as a true record of the proceedings.

**EA26/23** **PETITIONS/PUBLIC QUESTION**

There were none.

**EA27/23**      **TO CONSIDER AND AUTHORISE EXPENDITURE REGARDING THE TOWNS HIGHWAY VERGES FOR 2024-25 AND POTENTIAL WILDFLOWER ZONES ACROSS THE TOWN – REPORT BY THE TOWN CLERK**

The Town Clerk summarised his report and following discussion, it was,

**RESOLVED,**

- That a 12 month extension to the current Highways Verges contract (FY 2024/25) with Countrymans at a cost of **£15,377+VAT** be authorised by the next scheduled meeting of Full Council, and
- All those identified wildflower zones be provided by Countrymans at a cost of **£2215+VAT**

**EA28/23**      **TO CONSIDER AND AUTHORISE THE PURCHASE OF A REPLACEMENT SWING AT VALLEY ROAD PLAYGROUND – REPORT BY THE DEPUTY TOWN CLERK.**

The Deputy Town Clerk summarised her report and following discussion, it was,

**RESOLVED,**

That the Deputy Town Clerk proceeds to:

- i) Instruct Playdale to carry out the works for the cost of £2186.69 + VAT, and
- ii) That these works be financed from expenditure line Environment Enhancements 301.4234.

**EA29/23**      **BUDGET REPORTS TO 30<sup>th</sup> NOVEMBER 2023.**

The Town Clerk answered a number of expenditure queries to the satisfaction of the committee.

There being no further business, the Meeting closed at 20:22Hrs.

**Date:** ..... **Chairman**



# NEWHAVEN TOWN COUNCIL

Ken Dry  
Town Clerk

TOWN COUNCIL OFFICES  
18 FORT ROAD  
**NEWHAVEN**  
EAST SUSSEX  
**BN9 9QE**

Tel: (01273) 516100  
Email: [admin@newhaventowncouncil.gov.uk](mailto:admin@newhaventowncouncil.gov.uk)

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To: Environment & Amenities Committee **Agenda Item 5.**

Date: 12<sup>th</sup> March 2024

Report Contact: Clerk to the Council

Subject: **Coppice Work to Woodland at Rear of Newhaven Cemetery.**

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1. The purpose of this report is to request authorisation to implement a tranche of coppice works designed to tackle the prevalence of 'Ash Die-Back' and seek committee recommendation to Full Council as required by Financial Regulations.
2. Following a site visit by the Chair of this committee, the Town Clerk and Bonnys Wood contractors, it has been established that at the site to the rear of Newhaven Cemetery (immediately adjacent to the allotments) there is a significant presence of 'ash dieback' amongst the tree stock.
3. Many of the trees viewed have the disease which eventually results in structural failure of the tree and potential dangers of tree and branch falls. For this reason, the contractor has advised that felling and coppicing of all but healthy tree stock at this location is advised. The majority of felled wood will be retained on site for the purposes of biodiversity and habitat provision or chipped and left in situ.
4. The committee will be aware that Bonny's Wood have conducted other work for the town council on previous occasions, and that the standard of their work has been found to be excellent and their commitment to customer service and local wildlife very high. The Company proprietor is also fully qualified for this work being an ISI Certified Arborist and ISA qualified Tree Risk Assessor.
5. The town council's financial regulations state that where the value of works or specialist services the Clerk should strive to obtain 3 estimates. However, this is not required if the committee feels that it is in its best interests to use a contractor which it has already engaged for other work (Contracts 11.1.a. viii).
6. A quotation and scheduled of works can be seen at Appendix 1. As the value of the works quoted is **£9970 ex VAT** final approval is therefore required by Full Council (expenditure over £7500). This work will be programmed for the FY 2024-25.

## **Recommendation:**

That the Committee recommends these works for Full Council approval.

# Report 5 - Appendix 1



Newhaven Town Council  
Ken Dry  
18, Fort Road  
Newhaven  
East Sussex  
BN9 9QE

Date Sent: 20/12/2023

## Quote information

Account No: 459  
Quote No: BWQ-207  
Surveyor: Matthew Stuart  
Site Ref No: 530  
Order No:

## Quotation

**Site Address** Woodland behind Newhaven Cemetery, Nore Down Cottage, Lewes Road, Newhaven, East Sussex, BN9 9AD

Item No	Item	Work Description	Value
1	Ash dieback	Complete and submit notification to local planning department or the Forestry Commission for tree works which require felling of more than 5 cubic metres of timber by volume in any calendar quarter (work subject to approval).	£75.00
2	Ash dieback	> Coppice all ash trees located in the strip of woodland behind the allotments, approximately 200 metres by 15 metres > Using a tracked MEWP to access and dismantle trees overhanging or leaning towards allotments. > Some non ash species to be coppiced to allow access to fell ash and to move MEWP/woodchipper. > Brush wood to be processed through tracked woodchipper and left on site in piles to be used as mulch when replanting area. > Trunks that can not chipped to be left long in situ. > Any short manageable pieces to be stacked and left on site.	£7,200.00
3	Plant	> Supply and operation of tracked MEWP and tracked woodchipper including delivery to and from site.	£2,695.00

Total Value: £9,970.00  
Vat(20%): £1,994.00  
Total Inc Vat: £11,964.00



Bonny's Wood, Brighton Road, Hassocks, West Sussex BN6 9PF  
Website: [www.bonnyswood.com](http://www.bonnyswood.com) Email: [matthew@bonnyswood.com](mailto:matthew@bonnyswood.com)  
Telephone: Office 01273 311043 Mobile 07973 747297



# Work Schedule

Quote Number: BWQ-207

<b>Client Name:</b>	Newhaven Town Council	<b>Contact Numbers:</b>	Telephone: 01273 516100 Mobile: 01273 611175
<b>Site Contact Name:</b>	Ken Dry	<b>Site Specific Ref No:</b>	530
<b>ContactNo:</b>	01273 516100	<b>Business Name:</b>	Newhaven Town Council
<b>Site Address:</b>	Woodland behind Newhaven Cemetery Nore Down Cottage Lewes Road Newhaven East Sussex BN9 9AD		

## Work Item Pictures

Quote Number: BWQ-207

**No:** 1  
**Type:** Ash dieback

**Details:** Complete and submit notification to local planning department or the Forestry Commission for tree works which require felling of more than 5 cubic metres of timber by volume in any calendar quarter (work subject to approval).

**No:** 2  
**Type:** Ash dieback

**Details:**

- > Coppice all ash trees located in the strip of woodland behind the allotments, approximately 200 metres by 15 metres
- > Using a tracked MEWP to access and dismantle trees overhanging or leaning towards allotments.
- > Some non ash species to be coppiced to allow access to fell ash and to move MEWP/woodchipper.
- > Brush wood to be processed through tracked woodchipper and left on site in piles to be used as mulch when replanting area.
- > Trunks that can not chipped to be left long in situ.
- > Any short manageable pieces to be stacked and left on site.

**No:** 3  
**Type:** Plant

**Details:** > Supply and operation of tracked MEWP and tracked woodchipper including delivery to and from site.



# NEWHAVEN TOWN COUNCIL

Maxine Fifield  
Deputy Town Clerk

TOWN COUNCIL OFFICES  
18 FORT ROAD  
**NEWHAVEN**  
EAST SUSSEX  
**BN9 9QE**

Tel: (01273) 516100  
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To: Environment & Amenities Committee **Agenda Item 7.**

Date: 12 March 2024

Report Contact: Deputy Town Clerk

Subject: Five Year Electrical Installation Condition Report – Remedial Works

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1. In September 2023 Newhaven Town Council had its five year electrical inspection on all premises which is a mandatory requirement for Health & Safety regulations. This identified four premises that needed remedial works as they had been deemed unsatisfactory.
2. Meeching Hall, East Side, Lewes Road Hut and 18 Fort Road all require these works. Denton Social Centre, the Chapel & Old Mortuary were satisfactory.
3. M & H Electrical Services performed the tests and gave a quote for the works, however the cost of these works was over the limit of £2,000 so the Deputy Town Clerk had to source two further quotes which are at Appendix A.
4. After meeting with the other contractors and reviewing their quotes, GM Monk were deemed best value for money and most thorough when investigating the issues.

## **Recommendations:**

- A. That GM Monk be instructed to carry out these works for the cost of £2079.40(+VAT),and
- B. That this work be financed from the relevant premises Cost Centre and Ledger Code 4015 Repairs & Maintenance.



# NEWHAVEN TOWN COUNCIL

Ken Dry  
Town Clerk

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**BN9 9QE**

Tel: (01273) 516100  
Email: [admin@newhaventowncouncil.gov.uk](mailto:admin@newhaventowncouncil.gov.uk)

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To: Environment & Amenities Committee **Agenda Item 6.**

Date: 12<sup>th</sup> March 2024

Report Contact: Town Clerk & RFO

Subject: **EV Charging Point at Council Offices.**

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1. The purpose of this report is to request consideration and authorisation to commission electrical infrastructure works at the Council Offices to facilitate the council's future leasing of an EV Van for council operations.
2. Whilst research into the leasing of a suitable EV Van is ongoing, the rear yard at the council offices has already undergone work (ramp and new gates) to accommodate the overnight parking and charging of the vehicle. The installation of EV infrastructure will complete the on-site provision of such a vehicle once procured.
3. There is currently a Central Government OZEV (Office for Zero Emissions Vehicles) Grant available (circa £350) for this type of work.
4. Three quotations have been sought for this work however each contractor has suggested a different routing of electrical cabling to the rear of the building as the primary electrical supply intake for the building is located in the building basement (situated at street level) at the front of the building.
5. The three quotations (all ex VAT) received are as follows;

A. Lloyd Chapman Construction	£2630
B. J. Kirby Electrical Ltd	£2155
C. Evelec	£1996
6. J. Kirby and Evelec are certified installers under the OZEV grant scheme. The Evelec quotation already assumes and includes the OZEV of £350.
7. J. Kirby are a Newhaven company who have previously completed a range of works for the council to a very high standard and their proposed methodology for this work appears the most appropriate for the building. Utilising J. Kirby and achieving the OZEV grant would result in an anticipated total cost of circa **£1805.**

## **Recommendation:**

That the Committee authorises these works to undertaken by J. Kirby and that an OZEV grant is applied for in parallel to these works.

# 7. Report - Appendix A

## M & H Electrical Services

Wiseaction House  
15-20 Gresley Road  
Castleham industrial Estate  
St. Leonards-on-sea, TN38 9PL  
United Kingdom

VAT Number: 301 8715 28

Newhaven town council  
United Kingdom

## Quotation

**Quote Number:** 152  
**Quote Date:** 8th Oct '23  
**Valid For:** 30 Days  
**Account:** NEWH02  
**Quote Ref:** Remedial works after electrical inspection.

Qty	Description	Rate	Total
1	I am pleased to offer my quote of £2411.63+vat to carry out remedial works after electrical inspection as follows.	0.00	0.00
1	Meeching hall. 1. Replace some tails and 100A henly blocks at main intake. 2. Replace fuseboard on stage 3. Replace 32A socket on stage 4. Move cooker isolater from above Hob 5. Move light switch in toilet. 6. Replace loose socket and tidy cable in 1st kitchen. 7 Replace pendent in cupboard. 8. Move Water heater spur away from sink Issue satisfactory certificate.	810.17	810.17
1	Newhaven town council offices. 1. Fit 5 x Rcbo's to water heater and hand dryer circuits. 2. Replace 3 x outside lights at rear of building. 3. Seal hole on main distribution board. Issue satisfactory certificate	704.16	704.16
1	Lewes road hut 1. Replace small fuseboard 2. Replace spur switches on heaters with 20A DP switches. 3. Replace 45A cooker switch. 4. Move spur switches in toilet too close to sinks.  Issue satisfactory certificate.	420.20	420.20

Qty	Description	Rate	Total
1	Eastside hall 1. Upgrade tails and fit stuffing glands at main intake. 2. Fit Rcbo to control circuit 3. Make safe old water heater circuits 4. Replace painted cables on heater in main hall. 5. Replace lights in toilets with Led / sensor bulkheads x 4 , remove switches Issue satisfactory certificate.	607.10	607.10

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Total Net Amount: £2,541.63

VAT @ 20%: £508.32

Quote Total: £3,049.95

Last update version: 13/10/22

### EICR Quotation

Site Name: Newhaven Town Council  
Site Address: Newhaven Town Council, 18 Fort Road, Newhaven, BN9 0QE  
Quote Reference: 11086/JS

Item No.	Observation	Works to be completed	Code	Total Nett
1	Holes in consumer unit affecting IP Rating.	Installation of a tails stuffing gland to the bottom of the DB where the tails enter. Shut down will be required.	C2	£129.20
2	Outside lights are damaged with water ingress	Replace 3x outside lights with new.	C2	£295.00
3	No RCD protection to most circuits including circuits with special locations.	To remove 5x MCB from the water heater and hand dryer circuits and replace with 5x new RCBOs to give RCD protection on the circuit.	C2	£275.25
<b>Total</b>				<b>£699.45</b>

Site Name: Meeching Hall  
Site Address: Meeching Hall, 2A Fort Road, Newhaven, BN9 9QQ  
Quote Reference: 11086/JS

Item No.	Observation	Works to be completed	Code	Total Nett
1	Tails and various cables unsecured	Install cable tie bases and cable ties in appropriate places to secure the tails in place. Use of tail clips where necessary.	C2	£47.25
2	Old style and rose pendant fitted in cupboard	Installation of a new pendant in the cupboard.	C2	£65.75
3	DB Stage doesn't comply with correct regulations in terms of protection (14th edition)	Installation of a new 5 way DB with surge protection complete with RCBOs. Test circuits and complete Install Certificate.	C2	£391.80
4	Water heaters have switches next to sinks in toilets	Change the old spurs to a surface box and blank off. Install conduit from the new surface box up the wall away from the sinks in both toilets. Extend the existing cables up the conduit to the new spurs location.	C2	£148.75
5	Cooker isolator and spurs above the hob in kitchen	Move the cooker isolator to the left so its not right above the hob using MT2 to match existing. Install a MT2 90 bend on the end of existing MT2. Extend the cable using 6mm singles/twin and earth and through crimps.	C2	£88.75
6	Incorrect type of commando socket installed on the stage	Installation of a new 32A commando socket on the stage.	C2	£83.00
7	Light switch next to sink in toilet	After a site visit a light switch next to the sinks was not located. They are all a safe distance from any water source.	C2	N/A
8	Loose wire above exit in upstairs kitchen.	Installation of an adaptable box above the fire escape door to contain the exposed termination.	C2	£35.75
<b>Total</b>				<b>£861.05</b>

Site Name: Lewes Road Hut  
Site Address: Lewes Road Hut, Robinson Road, Newhaven, BN9 9QE  
Quote Reference: 11086/JS

Item No.	Observation	Works to be completed	Code	Total Nett
1	16th edition fused board fitted to heater will need to be upgraded to an 18th edition DB to provide adequate RCD protection.	After inspecting this on site it was found that all circuits are already RCD protected (bar one that is not required to be) this can be seen on the circuit details page of the EICR and so no works are required for this item.	C2	N/A
2	Isolators for water heaters in the toilets are too close to the sink.	After inspecting this onsite it has been deemed unnecessary for the isolators to be moved. This is due to them being more than 600mm away from the taps which is what the current regulations state.	C2	N/A
3	Incorrect rating for the isolators serving the heaters.	Whilst on site the model numbers of the heater was found. After finding the manufactures instructions online for that specific model it has been deemed that the current 13A Double Pole Fused Connection Units are more than suitable. The manufactures instructions states 'To comply with the I.E.E. Wiring Regulations, the appliance must be earthed; the supply circuit must be adequate for the input of the appliance, and the circuit protected by a suitable 13A fuse. A suitable termination to the fixed wiring of the premises must be provided adjacent to the final position of the appliance. In this instance, such a termination can be a double-pole switch with a contact separation of at least 3mm in all poles' and the current setup satisfies this.	C2	N/A
4	Cracked isolator serving the cooker.	Replace the cracked 45A DP Oven Isolator Switch.	C2	£70.35
<b>Total</b>				<b>£70.35</b>

Site Name: Eastside Social Centre  
 Site Address: Eastside Social Centre, Norton Terrace Road, Newhaven, BN9 0BT  
 Quote Reference: 11086/JS

Item No.	Observation	Works to be completed	Code	Total Nett
1	Undersized tails fitted supplying consumer units and contactors	After inspecting during the site visit the tails were found to be 25mm in size which is more than adequate for the installation. No works required.	N/A	N/A
2	No RCD protection to control circuit.	Installation of a new Wylex B Type 16A RCBO on CCT9 to give the circuit RCD protection. Retest the circuit to ensure it conforms to regulations.	C2	£88.75
3	Various holes in consumer unit and contactors that need to be fire sealed.	Seal the holes around the cable entries/exits with fire rated sealant.	C2	£40.35
4	Old spurs in toilets need making safe and blanking off.	Make safe the old spurs in both toilets installing appropriate connector blocks on the ends of the cables and install a blanking plate to the front.	C2	£33.45
5	Paint on old heater flexes damaging the insulation of the cable.	After inspection on site there are very slight signs of deterioration. Renew the flex cables at all heaters for new 1.5mm heat resistant flex cable.	C2	£143.00
6	Various loose unsecured cables in various locations.	Inspect the building for unsecured cabling throughout and use metal clips/all round band to secure.	C2	£143.00
8	Light switches located next to sinks in toilets and need either pull cords or sensors to prevent risk of electric shock.	The switches located next to the sinks are the old spurs as listed above in item 4. There are no normal light switches located next to the sinks - they are both a safe distance away from any water source. No works required for this item. If new light fittings with sensors are wanted (as per Maxine's email) within the toilets then a further quote can be produced to include this works.	N/A	N/A
Total				£448.55
<b>Total For All Works :</b>				<b>£2079.40 + VAT</b>



# Quotation Number: 7938

J Kirby Electrical Ltd  
Unit 9, Beach Close  
Newhaven  
East Sussex  
BN9 0BY

01273 468223  
info@jkirbyelec.co.uk  
www.jkirbyelec.co.uk

**Date Of Quote:**

5/12/2023

**Quote Valid for:**

30 Days

**To:**

Alison Campbell  
Newhaven Town Council  
18 Fort Road  
Newhaven, East Sussex BN9 9QQ

**For Goods And Services Carried Out At:**

2A Fort Rd, Newhaven , BN9 9QQ

**Contact Name:**

Maxine Fifield

**Contact Number:**

01273 516100 07939433069

**General Description Of Works:**

*Please note*

*The VAT will not show on items with a quantity less than 1. This will be added on once an option has been selected.*

Description	Quantity	Unit Price	Amount GBP
C2 Items	1	£879.00	£879.00
-Item 1, Secure tails and any other loose cables in DB cupboard £45			
-Item 2, 1-x Replace old style pendant in cupboard for Led polo (see job sheet images) £70			
-Item 3, Replace stage DB for 4way DB with 2x RCBO's £209			
-Item 4, Move water heater isolator above sink in 1st floor kitchen away from the sink £195			
-Item 5, Move cooker isolator from above the hob in ground floor kitchen to inside base unit, blank off old point £175			



# Quotation Number: 7938

J Kirby Electrical Ltd  
Unit 9, Beach Close  
Newhaven  
East Sussex  
BN9 0BY

01273 468223  
info@jkirbyelec.co.uk  
www.jkirbyelec.co.uk

-Item 6,

Replace 32A single phase commando socket on stage for one with an isolator

£70

-Item 7,

Allow 1 hour to investigate light switches on ground floor in WC's as reported to need moving however Kevin seems to remember an issue with earthing? i see no other issues with location of switches so investigate only

£70

-Item 8,

Remove or make safe a cable above fire door in 1st floor kitchen with an enclosure or trunking

£45

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Subtotal	£879.00
Total VAT	£175.80

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<b>Quote Total</b>	<b>£1,054.80</b>
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Please click here to approve and accept this quote : <https://sm8.link/rstvfv>

Should you wish to discuss this quotation please contact

Email: [info@jkirbyelec.co.uk](mailto:info@jkirbyelec.co.uk)

Tel: 01273 468223

\*This quotation is subject to our standard terms and conditions.



# Quotation Number: 7939

J Kirby Electrical Ltd  
Unit 9, Beach Close  
Newhaven  
East Sussex  
BN9 0BY

01273 468223  
info@jkirbyelec.co.uk  
www.jkirbyelec.co.uk

**Date Of Quote:**  
5/12/2023

**Quote Valid for:**  
30 Days

**To:**  
Alison Campbell  
Newhaven Town Council  
18 Fort Road  
Newhaven, East Sussex BN9 9QQ

**For Goods And Services Carried Out At:**  
18 Fort Rd, Newhaven , BN9 9DU

**Contact Name:**  
Maxine Fifield  
**Contact Number:**  
01273516100

## General Description Of Works:

*Please note*

*The VAT will not show on items with a quantity less than 1. This will be added on once an option has been selected.*

Description	Quantity	Unit Price	Amount GBP
C2 Items	1	£955.00	£955.00
-Item 1, Fit RCBO's on circuits which require RCD protection. (M&H have suggested x5 but i would suggest x11 £635			
-Item 2, -3x Replace rear external lights for a close match £210			
-Item 3, Add a 40-50mm stuffing gland to tails entering main DB £110			

Subtotal                    £955.00  
Total VAT                    £191.00

**Quote Total                    £1,146.00**

*Please click here to approve and accept this quote : <https://sm8.link/p35sud4>*



## Quotation Number: 7939

J Kirby Electrical Ltd  
Unit 9, Beach Close  
Newhaven  
East Sussex  
BN9 0BY

01273 468223  
info@jkirbyelec.co.uk  
www.jkirbyelec.co.uk

*Should you wish to discuss this quotation please contact*

*Email: [info@jkirbyelec.co.uk](mailto:info@jkirbyelec.co.uk)*

*Tel: 01273 468223*

*\*This quotation is subject to our standard terms and conditions.*



# Quotation Number: 7940

J Kirby Electrical Ltd  
Unit 9, Beach Close  
Newhaven  
East Sussex  
BN9 0BY

01273 468223  
info@jkirbyelec.co.uk  
www.jkirbyelec.co.uk

**Date Of Quote:**  
5/12/2023

**Quote Valid for:**  
30 Days

**To:**  
Alison Campbell  
Newhaven Town Council  
18 Fort Road  
Newhaven, East Sussex BN9 9QQ

**For Goods And Services Carried Out At:**  
Robinson Rd, Newhaven, BN9 9RW

**Contact Name:**  
Maxine Fifield  
**Contact Number:**  
01273516100

## General Description Of Works:

*Please note*

*The VAT will not show on items with a quantity less than 1. This will be added on once an option has been selected.*

Description	Quantity	Unit Price	Amount GBP
C2 Items	1	£872.00	£872.00
-Item 1, Replace 2way PVC DB for metal clad with RCBO's £292			
-Item 2, 2x Move up water heater isolator in WC higher up the wall with trunking as too close to sink and use old points as flex outlet plates £345			
-Item 3, 6x Replace spurs for 20A isolators on heaters in hall as under rated £195			
-Item 4, Replace 45A cooker isolator in kitchen as cracked £40			

Subtotal	£872.00
Total VAT	£174.40



## Quotation Number: 7940

J Kirby Electrical Ltd  
Unit 9, Beach Close  
Newhaven  
East Sussex  
BN9 0BY

01273 468223  
info@jkirbyelec.co.uk  
www.jkirbyelec.co.uk

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**Quote Total**

**£1,046.40**

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*Please click here to approve and accept this quote : <https://sm8.link/8klgien>*

*Should you wish to discuss this quotation please contact*

*Email: [info@jkirbyelec.co.uk](mailto:info@jkirbyelec.co.uk)*

*Tel: 01273 468223*

*\*This quotation is subject to our standard terms and conditions.*

## Detailed Income &amp; Expenditure by Budget Heading 05/03/2024

Month No: 11

## Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>Environment &amp; Amenities</b>								
<b>150 Cemetery-Building &amp; Grounds</b>								
1152 Excl Right of Burial Full Grav	0	12,023	14,000	1,977			85.9%	
1153 Excl Right of Burial Ashes Plo	283	849	4,000	3,151			21.2%	
1154 Burial Single Depth	990	14,850	12,100	(2,750)			122.7%	
1155 Burial Double Depth	0	3,852	13,400	9,548			28.7%	
1156 Burial Triple Depth	0	3,450	1,674	(1,776)			206.1%	
1157 Burial/Scattering of Ashes	0	4,560	7,380	2,820			61.8%	
1158 Memorial Permits	1,218	7,781	6,300	(1,481)			123.5%	
<b>Cemetery-Building &amp; Grounds :- Income</b>	<b>2,491</b>	<b>47,365</b>	<b>58,854</b>	<b>11,489</b>			<b>80.5%</b>	<b>0</b>
4012 Council Tax	0	0	3,800	3,800		3,800	0.0%	
4014 Utilities, Elec/Water/Sew/Fire	0	43	1,000	957		957	4.3%	
4015 Repairs and Maintenance	34	5,865	2,500	(3,365)		(3,365)	234.6%	
4016 Grounds Maintenance	7,861	84,270	117,000	32,730		32,730	72.0%	
4150 Consumables	0	1	0	(1)		(1)	0.0%	
<b>Cemetery-Building &amp; Grounds :- Indirect Expenditure</b>	<b>7,895</b>	<b>90,179</b>	<b>124,300</b>	<b>34,121</b>	<b>0</b>	<b>34,121</b>	<b>72.5%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(5,404)</b>	<b>(42,814)</b>	<b>(65,446)</b>	<b>(22,632)</b>				
<b>201 Denton Social Centre</b>								
1010 Hall Hire Charges	1,222	14,313	11,000	(3,313)			130.1%	
<b>Denton Social Centre :- Income</b>	<b>1,222</b>	<b>14,313</b>	<b>11,000</b>	<b>(3,313)</b>			<b>130.1%</b>	<b>0</b>
4012 Council Tax	0	0	3,050	3,050		3,050	0.0%	
4014 Utilities, Elec/Water/Sew/Fire	490	2,164	4,780	2,616		2,616	45.3%	
4015 Repairs and Maintenance	809	7,882	3,000	(4,882)		(4,882)	262.7%	3,369
4150 Consumables	75	91	260	169		169	35.1%	
<b>Denton Social Centre :- Indirect Expenditure</b>	<b>1,374</b>	<b>10,137</b>	<b>11,090</b>	<b>953</b>	<b>0</b>	<b>953</b>	<b>91.4%</b>	<b>3,369</b>
<b>Net Income over Expenditure</b>	<b>(152)</b>	<b>4,176</b>	<b>(90)</b>	<b>(4,266)</b>				
6000 plus Transfer from EMR	0	3,369						
<b>Movement to/(from) Gen Reserve</b>	<b>(152)</b>	<b>7,545</b>						
<b>202 East Side Social Centre</b>								
1010 Hall Hire Charges	1,645	8,387	11,200	2,813			74.9%	
<b>East Side Social Centre :- Income</b>	<b>1,645</b>	<b>8,387</b>	<b>11,200</b>	<b>2,813</b>			<b>74.9%</b>	<b>0</b>
4012 Council Tax	0	0	1,330	1,330		1,330	0.0%	
4014 Utilities, Elec/Water/Sew/Fire	698	3,292	5,500	2,208		2,208	59.9%	

## Detailed Income &amp; Expenditure by Budget Heading 05/03/2024

Month No: 11

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4015 Repairs and Maintenance	38	3,085	1,750	(1,335)		(1,335)	176.3%	
East Side Social Centre :- Indirect Expenditure	<b>736</b>	<b>6,378</b>	<b>8,580</b>	<b>2,202</b>	<b>0</b>	<b>2,202</b>	<b>74.3%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>909</b>	<b>2,009</b>	<b>2,620</b>	<b>611</b>				
<b>203 Lewes Road Social Centre</b>								
1010 Hall Hire Charges	198	2,762	2,600	(162)			106.2%	
Lewes Road Social Centre :- Income	<b>198</b>	<b>2,762</b>	<b>2,600</b>	<b>(162)</b>			<b>106.2%</b>	<b>0</b>
4012 Council Tax	0	0	1,030	1,030		1,030	0.0%	
4014 Utilities, Elec/Water/Sew/Fire	111	2,384	4,160	1,776		1,776	57.3%	
4015 Repairs and Maintenance	1,449	4,885	1,750	(3,135)		(3,135)	279.1%	
4150 Consumables	0	0	260	260		260	0.0%	
Lewes Road Social Centre :- Indirect Expenditure	<b>1,560</b>	<b>7,268</b>	<b>7,200</b>	<b>(68)</b>	<b>0</b>	<b>(68)</b>	<b>101.0%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(1,363)</b>	<b>(4,506)</b>	<b>(4,600)</b>	<b>(94)</b>				
<b>204 Meeching Hall</b>								
1010 Hall Hire Charges	841	10,609	8,900	(1,709)			119.2%	
Meeching Hall :- Income	<b>841</b>	<b>10,609</b>	<b>8,900</b>	<b>(1,709)</b>			<b>119.2%</b>	<b>0</b>
4012 Council Tax	0	0	2,300	2,300		2,300	0.0%	
4014 Utilities, Elec/Water/Sew/Fire	1,561	12,121	6,370	(5,751)		(5,751)	190.3%	
4015 Repairs and Maintenance	1,060	7,659	1,750	(5,909)		(5,909)	437.6%	
4021 Communications	204	204	750	546		546	27.2%	
4150 Consumables	0	4	260	256		256	1.5%	
Meeching Hall :- Indirect Expenditure	<b>2,826</b>	<b>19,987</b>	<b>11,430</b>	<b>(8,557)</b>	<b>0</b>	<b>(8,557)</b>	<b>174.9%</b>	<b>0</b>
<b>Net Income over Expenditure</b>	<b>(1,985)</b>	<b>(9,378)</b>	<b>(2,530)</b>	<b>6,848</b>				
<b>301 Community Services</b>								
1151 Memorial Slat on Bench	254	533	2,300	1,767			23.2%	
1160 Allotment Income Cemetery	0	1,547	1,600	53			96.7%	
1175 Grass Verge Income	0	2,454	2,800	346			87.6%	
1178 Misc Income	0	915	0	(915)			0.0%	
Community Services :- Income	<b>254</b>	<b>5,448</b>	<b>6,700</b>	<b>1,252</b>			<b>81.3%</b>	<b>0</b>
4014 Utilities, Elec/Water/Sew/Fire	0	267	0	(267)		(267)	0.0%	
4200 CCTV Maintenance/Operating	13,901	15,441	6,500	(8,941)		(8,941)	237.6%	7,929
4201 Dog Bins/Emptying	0	0	1,000	1,000		1,000	0.0%	
4202 Defibrillator Elec/Pads	0	0	2,100	2,100		2,100	0.0%	
4210 Christmas Lights	312	19,362	20,000	638		638	96.8%	

## Detailed Income &amp; Expenditure by Budget Heading 05/03/2024

Month No: 11

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4213 Grass Verge Expenditure	0	16,668	16,000	(668)		(668)	104.2%	
4230 Play Areas	0	4,913	5,000	87		87	98.3%	
4234 Environmental Enhancements	98	10,413	15,000	4,587		4,587	69.4%	
4235 Amenity Areas	0	21,844	19,000	(2,844)		(2,844)	115.0%	3,200
4236 Allotments	0	1,456	2,800	1,344		1,344	52.0%	
4241 Town Centre Planters	0	1,807	6,900	5,093		5,093	26.2%	
4248 Business Asset Management	0	24,629	0	(24,629)		(24,629)	0.0%	28,595
4500 Professional Fees	0	920	2,000	1,080		1,080	46.0%	
4510 Tree Work	0	6,392	9,000	2,608		2,608	71.0%	
4511 Tree Wardens	0	2,703	3,600	897		897	75.1%	
4512 Banners on Riverside	0	2,770	2,600	(170)		(170)	106.5%	
4521 Riverside Park	0	0	18,000	18,000		18,000	0.0%	
4522 Ouse Estuary Nature Reserve	0	0	5,000	5,000		5,000	0.0%	
4523 Avis Road Rec (Opp Tates Garag	0	0	2,500	2,500		2,500	0.0%	
4524 Drove Park Community Group	0	0	500	500		500	0.0%	

Community Services :- Indirect Expenditure **14,310** **129,585** **137,500** **7,915** **0** **7,915** **94.2%** **39,724**

**Net Income over Expenditure** **(14,056)** **(124,137)** **(130,800)** **(6,663)**

6000 plus Transfer from EMR 7,929 39,724

**Movement to/(from) Gen Reserve** **(6,127)** **(84,413)**

Environment & Amenities :- Income **6,651** **88,884** **99,254** **10,370** **89.6%**

Expenditure **28,702** **263,534** **300,100** **36,566** **0** **36,566** **87.8%**

**Net Income over Expenditure** **(22,050)** **(174,650)** **(200,846)** **(26,196)**

plus Transfer from EMR **7,929** **43,092**

**Movement to/(from) Gen Reserve** **(14,122)** **(131,558)**

Grand Totals:- Income **6,651** **88,884** **99,254** **10,370** **89.6%**

Expenditure **28,702** **263,534** **300,100** **36,566** **0** **36,566** **87.8%**

**Net Income over Expenditure** **(22,050)** **(174,650)** **(200,846)** **(26,196)**

plus Transfer from EMR **7,929** **43,092**

**Movement to/(from) Gen Reserve** **(14,122)** **(131,558)**