

Louth Town Council

The Sessions House, Eastgate,
Louth, Lincolnshire, LN11 9AJ

01507 355895

clerk@louthtowncouncil.gov.uk



To the Members of Louth Town Council:

You are hereby summoned to attend a meeting of Louth Town Council and its Governance and Finance Committee, which will be held on Tuesday 19th February 2019 in The Old Court Room, The Sessions House, Eastgate, Louth at 7pm. The business to be dealt with at the meeting is listed in the agenda below.

Please note, there will be a 15 minute public forum between 6.45pm and 7.00pm when members of the public may ask questions or make short statements to the Council, and your attendance is requested during this period.

From 7pm a maximum of ten minutes will be set aside for the meeting to receive reports from the Police and a further maximum of 10 minutes will be set aside for the meeting to receive reports of elected Members of Lincolnshire County Council and East Lindsey District Council.

Mrs. L.M. Phillips

Town Clerk

Dated this 13th Day of February 2019

AGENDA

TOWN COUNCIL

(Chairman: Councillor G.E. Horton)

1. Apologies for Absence

To receive and note apologies where valid reasons for absence have been given to the Town Clerk at least one hour prior to the meeting.

2. Chairman's Remarks

3. Declarations of Interest / Dispensations

To receive declarations of interest in accordance with the Localism Act, 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interests and any written requests for dispensation received by the Proper Officer under section 22 of the Localism Act.

4. Council Minutes

To approve as a correct record the notes of the Council Meeting held on 15th January 2019.

5. Committee Minutes

To confirm receipt of the minutes and adopt resolutions contained therein of the following Committee Meetings:

- a. Personnel – 6th November 2018
- b. Community Resources – 20th November 2018
- c. Planning – 4th December 2018
- d. Planning – 8th January 2019

6. Town Clerk's Report / Update

7. Closed Session Item

Committee to resolve to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the business to be discussed in the following item, information being of a confidential commercial third party and sensitive nature in relation to:

- a. **Cemetery Lodge.** Council to receive a presentation and details of offers made on the property from Masons. Council to resolve upon the way forward.

8. Keddington Lock

Council to discuss the collapse of the above, the letter received from the Environment Agency, covering email re. expenditure outside of the parish boundary, copy of replies received as a result of the letter the Council agreed to send on 31st July expressing the Council's concerns and pushing for help for Louth Navigation Trust re. urgent remedial action and email confirming the lock is outside of the boundary (all circulated by email on 11/2/19). Council to resolve upon any further action that it can take.

9. ELDC Review of Sex Establishment Licensing Policy - Consultation

Further to circulation of the above by email on 22nd January 2019 Council to note that no responses have been received for collation. Therefore, Council to resolve not to make a corporate response.

10. LCC Draft Statement of Community Involvement - Consultation

Further to circulation of the above by email on 22nd January 2019 Council to note that no responses have been received for collation. Therefore, Council to resolve not to make a corporate response.

11. Heritage Open Days – Friday 13th September to Sunday 22nd September 2019 – Theme: Lincolnshire Leaning, Wisdom and Folklore

Further to circulation of details of the Heritage Open Days 2019 by email on 11th December 2018, Council to confirm whether or not they wish to take part this year and if so nominate members to oversee the organisation of events.

12. East Lincolnshire Railway Exhibition 2020

Council to note the email circulated on 14th January 2019 about the above which will take place at the Visitors' Centre, Bateman's Brewery, Wainfleet to commemorate 50 years since the East Lincolnshire Railway and some of its branches closed and whose intended legacy is to help the Lincolnshire Wolds Railway achieve their goal of returning the tracks to Louth. Council to resolve upon whether to allow the loan for a period of 10 weeks from 1st August 2019 to 5th October 2020 and if required, in light of the email circulated on 12th February 2019, confirming insurance details, consider transportation methods.

13. Request for Litter Bin

Cllr. DF to propose that the Council consider supporting a request to ELDC for the provision of a bin on the corner of St. Bernard's Avenue and Eastfield Road. At this time it is not known if a contribution to costs will be required. However, the Council currently has funds of £2,880 within its street furniture budget upon which to draw. Although, it should be noted that this will also be needed to finance some bench maintenance which is required and the balance will be transferred at year end to the EMR to assist with replacement town signs. LTC to note that ELDC confirm that standard steel bins cost approximately £300.

14. Louth Cattle Market

Cllr. Mrs. JMS to propose that the Council expresses its concern to ELDC about the delays on re-roofing the Louth Cattle Market building.

15. Louth 6th Form Options

Cllr. Mrs. JMS to propose that the Council expresses its great concern that the sixth form options for our many local teenagers have been severely compromised by the Louth Academy going back on its original undertaking to provide such facilities within the town. Council also to ask the Academy to explain the present usage of the further education and skills college buildings on the former Cordeaux site and the uptake, reducing the need to travel, of courses for local students.

16. CCTV

Council to receive an update and resolve as necessary.

17. Elections

Council to receive an update from the Town Clerk and consider advertising that prospective candidates could attend at the Sessions House on 5th March 2019 from 6pm to meet Councillors and staff, collect handouts containing useful information, find out about the reality of being a Councillor and perhaps sit in on the scheduled Planning Committee meeting that evening.

18. Discretionary Rate Relief

Council to consider supporting an application for Discretionary Rate Relief from Louth Men's Shed and give delegated authority to the Town Clerk to sign the paperwork on behalf of the Council.

19. National Citizenship Scheme

Council to consider supporting NCS this summer by suggesting a project for a social action team, or making a venue available so that teams can use it as a base to plan and deliver their own project.

20. Trinity Allotments

Council to receive a situation update and resolve upon the way forward.

21. Mayor and Deputy Mayor Elect 2019/20

- a. Council to confirm that the current Deputy Mayor, Councillor F.W.P. Treanor become the Mayor Elect for 2019/20.
- b. Council to receive nominations and resolve upon the Deputy Mayor Elect for 2019/20.
Council to note that:
 - i. For Councillors putting themselves forward, please ensure that you have a seconder;
 - ii. For those proposing other Councillors please ensure that the nominee is aware and a seconder is in place.
 - iii. Both the Mayor (Chairman) Elect and Deputy Mayor (Vice Chairman) Elect for 2019/20 will be subject to re-election on 2nd May 2019 and formal election to office at the Annual Town Council meeting on the 16th May 2019.

22. Annual Town Meeting

Council to suggest possible speakers for the above event.

23. Louth Pie Day – April 2019

Further to the circulation of an email on 13th February 2019 on the above and attendance by the organiser in the public forum, Councillors to discuss and resolve upon the way forward.

24. Next Meeting

Committee to note that the next scheduled meeting of Louth Town Council will take place on 19th March 2019.

GOVERNANCE AND FINANCE COMMITTEE
(Chairman: Councillor Mrs. E. Ballard, All Members)

1. Apologies for Absence

To receive and note apologies where valid reasons for absence have been given to the Town Clerk at least one hour prior to the meeting.

2. Declarations of Interest / Dispensations

To receive declarations of interest in accordance with the Localism Act, 2011 – being any pecuniary interest in agenda items not previously recorded on Members' Register of Interests and any written requests for dispensation received by the proper officer under section 22 of the Localism Act.

3. Town Clerk's Report**4. Minutes**

To approve as a correct record the notes of the Governance and Finance Committee meeting held on 4th December 2018.

5. Financial Reports

Committee to receive a recommendation from FOG regarding the authorisation of:

- a. Receipts and Payments – Cashbooks 1 and 2 – Months 7 to 9 (attached)
 - i. Month 7 (October) Cash Book 1 Receipts £6,687.00 Payments £15,148.08
 - ii. Month 7 (October) Cash Book 2 Receipts £200.00 Payments £100.55
 - iii. Month 8 (November) Cash Book 1 Receipts £717.81 Payments £14,674.29
 - iv. Month 8 (November) Cash Book 2 Receipts £200.00 Payments £255.16
 - v. Month 9 (December) Cash Book 1 Receipts £4,864.95 Payments £47,167.68
 - vi. Month 9 (December) Cash Book 2 Receipts £0.00 Payments £16.08
- b. Detailed Income and Expenditure Report (Budget Variance Report) as at Month 9 to 31st December 2018 (Attached).
- c. Committee to receive confirmation from FOG of the following Bank Reconciliations:
 - i. Lloyds Treasurers Account
(balance as at 27th December 2018) – £270,240.13
 - ii. Petty Cash
(balance as at 31st December 2018) – £137.78
 - iii. Lloyds Deposit Account
(balance as at 31st March 2018) – £69,438.71
 - iv. National Savings and Investment Account
(balance as at 31st December 2018) – £109,650.53

6. Citizens Advice Bureau

Committee to approve donation to above as per Council's powers and as approved in 2018/19 budget of £1,000.

7. Closed Session Items

To resolve to move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the confidential nature of the business to be discussed with regard to:

- a. Maintenance Work to Sessions House
- b. Grant application

8. Next Meeting

Committee to note that the date of the next scheduled Governance and Finance Committee meeting is 16th April 2019.

01-15-19 TC MINS

**MINUTES OF THE MEETING OF LOUTH TOWN COUNCIL
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 15th JANUARY 2019**

Present The Mayor, Councillor G.E. Horton, (GEH) (in the chair).

Councillors: Mrs. E. Ballard (EB), Mrs. D. Blakey (DB), Mrs. S. Crew (SC), J. Garrett (JG), C. Green (CG), D.J.E. Hall (DJEH), D. Hobson (DH), Mrs. L. Harrison-Wiseman (LHW), R. Jackson (RJ), A. Leonard (AL), M. Locking (ML), Mrs. S.E. Locking (SEL), Mrs. J. Makinson-Sanders (JMS), Mrs. M. Ottaway (MO), L.M. Stephenson (LMS), F.W.P. Treanor (FWPT), Mrs. P.F. Watson (PFW) and D.E. Wing (DEW).

Councillors not present: D. Ford (DF) and D. Turner (DT).

The Town Clerk, Mrs. L.M. Phillips, the Town Clerk's Assistant, Mrs. M.C. Vincent, the Mayor's Chaplain, Rev'd N. Brown, The Mayor's Serjeant, G. Darnell, PCSO D. Warrilow, two members of the public and one member of the press were also present.

Public Forum

- A member of the public reported their concerns regarding the state of Keddington Lock which had suffered severe damage in the summer when the water levels dropped and consequently wildlife reduced. The member of the public was grateful for any funding that the Navigation Trust received from LTC but that they were urgently looking for further assistance both in monetary terms and in applying pressure to other relevant agencies. Cllr. RJ agreed that we should give support along with the other agencies. Cllr. Mrs. PFW reported that this had been taken up by both the Navigation Trust and Victoria Atkins, but there were various disputes and legal work to sort out. Cllr. Mrs. JMS reported that ELDC had an Economic Action Plan which included this area and that the member of the public should go and ask ELDC what they were doing about this matter. Following a proposal by Cllr. RJ, seconded by Cllr. LMS it was **RESOLVED** to make Keddington Lock a future agenda item.

Police Consultation

- Cllr. Mrs. JMS asked PCSO D. Warrilow why the CCTV wasn't being used to prevent the type of incidents and vandalism which had occurred at one of the town's charity shops. Cllr. Mrs. EB reported that the CCTV cameras were in the process of being upgraded from analogue to digital and some issues with monitoring were being experienced. PCSO D. Warrilow reported that unless the police were given a short time frame in which to search footage, they had to travel to a viewing suite in either Boston or Skegness to view all footage. He continued, that as much of CCTV investigation is police led, it would be much better once all footage was digital. Cllr. GEH requested that at the next meeting perhaps we could have a CCTV update.

District and County Councillors Consultation

- Apologies from Cllr. T. Bridges (LCC) were noted.
- Cllr. Mrs. JMS reported that although ELDC had a £390,000 contract for the roof at the Cattle Market, this had been deferred and water was coming in through the roof. This had led to a man slipping on water and also the electrics cutting out.
- Cllr. Mrs. JMS further reported that Anglian Water are carrying out the soil levelling at Westgate Fields and that there will be a site visit in the spring. She continued that the area where the gate goes into Westgate Fields was constantly waterlogged and she had suggested making changes to the arrangements.
- Cllr. Mrs. JMS reported that the Conservation Area Scrutiny Panel was still continuing and asked if LTC had been asked for their comments? The Clerk responded that she hadn't.
- Cllr. Mrs. JMS explained that there was a new plan out for the Skegness Foreshore and the Skegness Town Council had taken over a number of assets from ELDC and were also looking to build a new centre in the Compass Gardens. Horncastle, she explained, might also consider taking over a number of assets/services from ELDC and she pondered that this was something that Louth may also need to consider, budget wise.

295. Apologies for Absence

Apologies for absence were received from Councillors: DF, DT and JG (who would be late).

296. Chairman's Remarks

Cllr. GEH reported that he was enjoying his year as Mayor, meeting people and seeing (along with the Deputy Mayor and the Mayor's Serjeant) the many volunteers who put in so many hours of work. Cllr. GEH gave a summary of all of the visits and events he had attended since September 2018. He remarked how heartened he had been to see the crowds that had turned out for the beacon lighting outside St. James' Church on 11/11. Further to this, Cllr. GEH expressed that he had thoroughly enjoyed his Christmas morning visits along with Mr. G. Darnell, the Mayor's Serjeant, to the hospital and the Salvation Army centre in Louth.

Cllr. JG arrived at 7.12pm.

297. Declarations of Interest / Dispensations

Councillors CG, RJ and FWPT declared an interest in agenda items 11 and 13c as members of ELDC. Cllr. Mrs. JMS declared an interest in items 10, 11 and 13c as a member of ELDC. Cllr. Mrs. PFW declared an interest in any item relating to ELDC as a member of ELDC. Cllr. DEW declared an interest in item 8 as Chairman of Louth United Charities.

298. Council Minutes

Following a proposal by Cllr. AL, seconded by Cllr. Mrs. JMS it was **RESOLVED** to approve as a correct record the Minutes of the Town Council Meeting held on 20th November 2018.

299. Committee Minutes

Committee Minutes were received and it was **RESOLVED** by vote of the Council to adopt them as follows:

- a. Governance and Finance Meeting held on 31st July 2018 - proposed by Cllr. Mrs. EB, seconded by Cllr. RJ.
- b. Governance and Finance Meeting held on 23rd October 2018 - proposed by Cllr. Mrs. EB, seconded by Cllr. RJ.
- c. Planning Meeting held on 6th November 2018 – proposed by Cllr. DJEH, seconded by Cllr. Mrs. SC.
- d. Community Resources Meeting held on 6th November 2018 – proposed by Cllr. AL, seconded by Cllr. Mrs. LHW.

300. Town Clerk's Report/Update

- a. The Council noted the tabled report presented by the Town Clerk.
- b. Councillors attention was directed to the copies of the banner advert (cover) and full page adverts prepared in anticipation of the Love Louth brochure.

301. Correspondence

The Council received and noted the following correspondence:

- a. The contents of an email regarding a proposed increase in precept from Mr. O. Nicholson, as circulated on 17th December 2018.
- b. Further tabled details of the new Community Forum as proposed by Mr. J. Gale and Mr. M. Forman. A discussion followed raising concerns regarding the formation of the Louth Community Forum if they were not going to have a formal constitution or a dedicated bank account.
Following a proposal by Cllr. Mrs. EB, seconded by Cllr. CG it was agreed that the Town Clerk should write to Messrs. J Gale and M. Forman with the Town Council's serious concerns that the 'group' should have a formal constitution and a dedicated bank account.
- c. That issue 121 of the publication 'Clerks and Council's Direct' had been received and was available to view in the office.
- d. That volume 61 of the Journal of the Federation of Burial and Cremation Authorities had been received and was available to view in the office.

302. Louth United Charities

Following a proposal by Cllr. AL, seconded by Cllr. Mrs. SEL it was **RESOLVED** that Cllr. Mrs. JMS should be reappointed as a Louth Town Council representative on the Louth United Charities.

303. Grants

Cllr. Mrs. JMS proposed that that in future years, if Louth Town Council voted to continue with grants, no grant should be made of over £1,000 unless there were special circumstances. This was seconded by Cllr. AL and following a change to the word of 'special' to 'exceptional'. A vote was taken but the resolution was not passed.

304. Precept

- a. Following receipt of a recommendation from the Governance and Finance Committee made on 20th November 2018 and following a lengthy discussion regarding future proofing the Town Council with regards to further services they may be called on to take over, and the potential capping of precepts a proposal was made by Cllr. AL, seconded by Cllr. Mrs. EB and with a recorded vote, **RESOLVED** to approve a precept request for 2019/20 of £379,197, which represented, for a band D Council Tax Payer, an annual charge of £75.95, a monthly charge of £6.33 and a weekly charge of £1.46.

Cllrs. For	Cllrs. Against
EB, DB, SC, JG, CG, LHW, DH, GEH, AL, ML, SEL, MO, DEW	DJEH, RJ, JMS, LMS, FWPT, PFW

- b. Following a proposal by Cllr. Mrs. MO, seconded by Cllr. DEW it was **RESOLVED** that the Council delegate authority to the Town Clerk to complete the necessary form and submit to ELDC (Collection Authority) by the 21st January 2019 deadline.

305. Bin

Following a discussion regarding bins in the Louth area and the potential costs of new bins, it was proposed by Cllr. RJ, seconded by Cllr. AL and **RESOLVED** that the Town Council would make a request to ELDC for the provision of a bin on the corner of Chestnut Drive and Eastfield Road (estimated cost of £300 to be taken from the Street Furniture budget, if required).

306. Lovely Louth Competition

The following items were discussed:

- Following a proposal by Cllr. Mrs. SC, seconded by Cllr. Mrs. EB it was **RESOLVED** that Louth Town Council should run the Lovely Louth Competition in 2019.
- Following a proposal by Cllr. Mrs. SC, seconded by Cllr. Mrs. SEL it was **RESOLVED** that the closing date for registration should be Friday 28th June 2019 at 12 noon.
- Following a proposal by Cllr. Mrs. SC, seconded by Cllr. Mrs. SEL it was **RESOLVED** that judging should take place during the week commencing 8th July 2019.
- Following a proposal by Cllr. Mrs. SC, seconded by Cllr. Mrs. SEL it was **RESOLVED** that winners should be notified from 17th July 2019.
- Following a proposal by Cllr. Mrs. SC, seconded by Cllr. Mrs. LHW it was **RESOLVED** that the competition should be overseen by the Floral Enhancement Working Group and the Town Clerk.
- Following a proposal by Cllr. Mrs. MO, seconded by Cllr. Mrs. SC it was **RESOLVED** that Cllr. DF be co-opted onto the Floral Enhancement Working Group.

307. Training

- Further to circulation by email on 10th December 2018 of the 2019 LALC Training Schedule and following a proposal by Cllr. Mrs. EB, seconded by Cllr. AL it was **RESOLVED** to approve the booking of LALC courses as per the tabled list (pre-election). It was also agreed that Councillors should email the Town Clerk with any courses they wished to go on within seven days of that meeting.
- Following a proposal by Cllr. LMS, seconded by Cllr. JG, it was **RESOLVED** that Councillors attending the LALC courses listed on the tabled schedule in the pre-election section should receive travel expenses, if requested.
- Following a proposal by Cllr. MO, seconded by Cllr. CG, it was **RESOLVED** that the Council would join LALC's Annual Training Scheme at a cost of £160. (Which covers attendance for council members/staff at all training events at no further cost, other than a charge of £9 per person at all-day sessions to cover provision of lunch and light refreshments throughout the day).
- Following a proposal by Cllr. Mrs. EB seconded by Cllr. Mrs. MO it was **RESOLVED** not to send a representative on an ELDC GDPR training course for Town and Parish Councils at a cost of £50 per delegate.

308. NJC Pay Scales

The Council noted that the National Joint Council for Local Government Services (NJC) had reached an agreement on the new pay scales for 2019/20 which would be implemented from 1st April 2019.

309. The Federation of Burial and Cremation Authorities

Following a proposal by Cllr. Mrs. SEL seconded by Cllr. DEW it was **RESOLVED** to approve renewal of membership of the above organisation at a cost of £143.20.

310. Public Works Loan Board

It was noted that the Town Council was to pay the next (6 monthly) installment of the Council's Public Works Loan which would fall due on 31st January in the amount of £10,256.71.

311. Next Meeting

Cllr. GEH thanked Councillors for their attendance and the Council noted that the next scheduled meeting of Louth Town Council would take place on 19th February 2019.

The Meeting Closed at 8.19pm.

Signed _____ (Chairman) Dated _____

12-04-18 GF MINS

**MINUTES OF THE LOUTH TOWN COUNCIL GOVERNANCE AND FINANCE COMMITTEE
HELD IN THE OLD COURT ROOM, THE SESSIONS HOUSE, LOUTH
ON TUESDAY 4th DECEMBER 2018**

Present Cllr. Mrs. Eileen Ballard (EB) (in the chair).

Councillors: Mrs. D. Blakey (DB), C. Green (CG), D. Ford (DF), D.J.E. Hall (DJEH), D. Hobson (DH), Mrs. L. Harrison-Wiseman (LHW), G.E. Horton, (GEH), R. Jackson (RJ), A. Leonard (AL), M. Locking (ML), Mrs. S.E. Locking (SEL), Mrs. J. Makinson-Sanders (JMS), Mrs. M. Ottaway (MO), L.M. Stephenson (LMS), F.W.P. Treanor (FWPT) and Mrs. P.F. Watson (PFW).

Councillors not present: J. Garrett (JG), Mrs. S. Crew (SC), D. Turner (DT) and D.E. Wing (DEW).

The Town Clerk, Mrs. L.M. Phillips and the Town Clerk's Assistant, Mrs. M.C. Vincent were also present.

277. Apologies for Absence

Apologies for absence were received from Cllrs. Mrs. S Crew (SC), J. Garrett (JG) and D. Wing (DEW).

278. Declarations of Interest / Dispensations

No declarations were made.

279. Minutes

Following a proposal by Cllr. RJ, seconded by Cllr. Mrs. MO it was **RESOLVED** by vote of the Committee that the notes of the last meeting held on 23rd October 2018 be approved as the Minutes.

280. Town Clerk's Report / Update

The Town Clerk had a number of items to update the Committee on:

a. Cemetery Lodge

She reminded Cllrs. that delegated authority had been given to herself, Cllr. Leonard and Cllr. Harrison-Wiseman to obtain 3 quotes from Estate Agents, evaluate these and choose which to use in the prospective sale of the Cemetery Lodge. She confirmed that 3 quotes had been received, had been evaluated and it was the groups intention to engage Masons. As the documentation supplied by them was much more detailed in terms of the kind of service that the Council could expect to receive, it was apparent that they had taken it upon themselves to undertake a preliminary review of the property to ensure that they could offer the best advice and their reputation for selling this kind of property was well known.

b. Christmas Crib

She reported that the Christmas Crib had been erected on the Fish Shambles again. Unfortunately, it was showing signs of deterioration was rotting in several places and had had to have the roof repaired this year to ensure it was water tight. With this in mind, she opined that it seemed prudent to think about replacing the crib next year and Louth Building Supplies had offered to build an entirely new one for next year at no cost. The Council agreed that this was a good idea.

c. Trinity Allotments

It had become apparent that the council had not paid rent for the Trinity Allotment Site since 2014. The Council's Solicitor had been contacted who had advised that back payment be made as soon as possible which would be in excess of £3,000. It was agreed that this item should be brought back at the next meeting for discussion.

281. Grant Applications 2018/19

After lengthy discussions the following grant applications were **RESOLVED** upon.

Organisation	Grant awarded	Proposed Cllr.	Seconded Cllr.
Louth Run for Life	£500	GEH	Mrs. PFW
Louth Hockey Club	£700	LMS	CG
Louth Old Boys Football Club	£300	Mrs. MO	LMS
Zero Degrees Chorus	£300	AL	CG
2nd Louth Scout Group	£300	AL	Mrs. SEL
Lincoln and Lindsey Blind Society	£1584	Mrs. LHW	Mrs. DB

282. Love Louth Magazine – April 2019 Edition

Following discussions regarding the magazine and the cost of advertising it was proposed by Cllr. AL, seconded by Cllr. DF and **RESOLVED** that the Council would budget for the front cover strip and a full page (a maximum cost of £650 – discount to be negotiated) in the first edition only of the brochure. Following a review after the first edition, consideration would then be given to further advertising support.

283. Louth Town Council Website

Following a proposal by Cllr. Mrs. EB, seconded by Cllr. AL it was **RESOLVED** that work should now commence on the new website with costs (for the website specifically): To install WordPress, Astra Pro theme and Elementor Pro page builder on new hosting for website set up £279.98 (one off cost) - WordPress and plugin updates care plan at £20pm £240.00pa - SSL certificate £19.99pa - Licence for Astra Pro and Elementor Pro after year 1 £95.00pa (year 2+).

284. All Budget Precept Requests

Following lengthy discussion regarding the budget and precept and a recorded vote, it was proposed by Cllr. AL, seconded by Cllr. Mrs. MO and **RESOLVED** to recommend to the Town Council on 15th January 2019 that a precept request of £379,197 be made for 2019/20 which, based on the 18/19 base rate, represented an annual cost per band D property of £76.87 and a monthly cost of £6.41. Further, it was agreed that an amendment to the budget be made to place the money ring-fenced for the Cemetery Lodge into a new budget headed EMR Contingency Fund.

RECORDED VOTE	
Yes – Cllr.	No – Cllr.
Mrs. EB, Mrs. DB, CG, DH, GEH, AL, ML, Mrs. SEL, Mrs. MO, FWPT, DF	DJEH, Mrs. LHW, RJ, Mrs. JMS, LMS, Mrs. PFW

285. Closed Session Item

Following a proposal by Cllr. Mrs. JMS, seconded by Cllr. CG it was **RESOLVED** that the meeting should move into closed session in accordance with the Public Bodies (Admission to Meetings) Act 1960 due to the commercially confidential nature of the business to be discussed in relation to the following matters:

- a. Pool Van – It was proposed by Cllr. GEH, seconded by Cllr. DJEH and **RESOLVED** that the Council should obtain three quotations for both the lease of a van and the purchase of a van to be brought back to Community Resources on 15th January.

Following a proposal by Cllr. LMS, seconded by Cllr. RJ it was **RESOLVED** that the meeting should move out of closed session.

286. Next Meeting

The Council noted that the next scheduled meeting of the Governance and Finance Committee would take place on 19th February 2019.

The Meeting Closed at 9.08pm.

Signed _____ (Chairman)

Dated _____

Date: 18/12/2018

Louth Town Council Current Year

Page: 260

Time: 15:08

Cashbook 1

User: LMP

Lloyds TSB Current/Deposit

For Month No: 7

Receipts for Month 7

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		399,805.96					399,805.96	
BGC Banked: 03/10/2018		1,774.00						
BGC Lincs Coop		1,774.00			1010	401	107.00	Tuplin
					1010	401	458.00	Rance
					1010	401	1,102.00	Morgan & Kenyon
					1011	401	107.00	GoR Plaque - Troop
500155 Banked: 15/10/2018		2,308.00						
87 Riggall		63.00			1011	401	63.00	Add Ins re. Garbutt
94500155 Chamberlain		918.00			1010	401	918.00	Inter N Chamberlain
93 Mr. M. Cox		644.00			1012	401	644.00	EX/RT x 2
90 Leakes Memorials		158.00			1011	401	158.00	Memorial for Gosling
89 Leakes Memorials		158.00			1011	401	158.00	Memorial for Waumsley
88 Mrs. Wright		322.00			1012	401	322.00	EX/RT
92 Glentworth		45.00			1012	401	45.00	EX/RT transfer
Banked: 31/10/2018		2,605.00						
96 Lincs Coop		322.00			1010	401	322.00	Ormond
96 Lincs Coop		2,283.00			1014	401	107.00	Jenkins
					1010	401	458.00	Jenkins
					1012	401	322.00	Jenkins
					1010	401	458.00	Wright
					1012	401	322.00	Wright
					1010	401	458.00	Moore
					1011	401	158.00	Kenyon
Total Receipts for Month		6,687.00	0.00	0.00			6,687.00	
Cashbook Totals		406,492.96	0.00	0.00			406,492.96	

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Cashbook 1

User: LMP

Lloyds TSB Current/Deposit

For Month No: 7

Payments for Month 7

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
09/10/2018	D Salkeld	8079	300.00			4280	401	300.00	Flower Basket Watering
09/10/2018	Allinson Print and Supplies	8080	150.86		25.15	4020	101	83.53	Stationery
						4520	401	34.94	Soap dispenser and soap
						4020	101	7.24	Memory card
09/10/2018	KRL Group Ltd	8081	53.98		9.00	4020	101	44.98	Helpdesk Support
09/10/2018	KRL Group Ltd	8082	66.56		11.09	4020	101	55.47	Photocopies
09/10/2018	Louth Building Supplies	8083	11.52		1.92	4540	401	9.60	Heavy Duty Gloves
09/10/2018	LCC	8084	36.00			4205	401	36.00	Solar Xmas Tree Licence
09/10/2018	Personnel Advice & Solutions L	8085	360.00		60.00	4004	501	300.00	3 Months Retained HR Advice
09/10/2018	Finch Arboriculture	8086	120.00			9534	403	120.00	Cem Emergency Tree Work
09/10/2018	Glendale Countryside Ltd	8087	3,489.14		581.52	4530	401	1,018.62	Cem grass cutting w/e 14/9 & 2
						4223	401	1,889.00	Amenity grass cut no. 4 20/9
09/10/2018	Lincolnshire Assoc Local Counc	8088	10.00			4027	401	10.00	Local Council's Networking Day
09/10/2018	Siemens Financial Services Ltd	8089	204.32		34.05	4020	101	170.27	Photocopier Lease
09/10/2018	Easy Clean Marshchapel Ltd	8090	237.46		39.58	4285	401	197.88	Cleaning in September
09/10/2018	PKF Littlejohn LLP	8091	720.00		120.00	4028	101	600.00	External Audit 17/18
09/10/2018	GBM Waste Management	8092	96.00		16.00	4532	401	80.00	Cem skip
09/10/2018	SCIS	8093	36.00		6.00	4020	101	30.00	IT Support
09/10/2018	Johnsons Grave Diggers	8094	260.00			4003	401	260.00	Gravedigging 15/10/18
09/10/2018	Webfittings	8095	24.48		4.08	4003	401	20.40	Webfittings
09/10/2018	HM Revenue and Customs	8096	1,610.33			4001	401	376.28	Employee PAYE/NIC
						4002	401	218.82	Employer PAYE/NIC
						4001	501	721.24	Employee PAYE/NIC
						4002	501	293.99	Employer PAYE/NIC
09/10/2018	Staff Costs	8097	1,351.24			4001	401	1,351.24	Staff Costs
09/10/2018	Staff Costs	8098	1,179.95			4001	401	1,179.95	Staff Costs
09/10/2018	Staff Costs	8099	1,802.36			4001	501	1,802.36	Staff Costs
09/10/2018	Staff Costs	8100	792.18			4001	501	792.18	Staff Costs
09/10/2018	LCC Pension Fund	8101	1,370.33			4001	401	82.20	Employees Superannuation
						4001	501	218.60	Employees Superannuation
						4002	401	306.11	Employers Superannuation
						4002	501	763.42	Employers Superannuation
09/10/2018	DCC of St. James' Church	8102	105.00			4023	101	105.00	Church Hire (hosp public mtg)
09/10/2018	Woldlink Ltd	8104	61.90		2.95	9338	603	58.95	Beacon Lighting Gas
09/10/2018	Petty Cash	8103	200.00			201		200.00	Petty Cash
23/10/2018	Lincolnshire Assoc Local Counc	8105	20.00			4027	401	20.00	Training
23/10/2018	Louth Tractors	8106	38.26		6.38	4520	401	31.88	Cem Supplies
23/10/2018	Onecom	8107	69.77		11.63	4304	401	58.14	Onecom
23/10/2018	GBM Waste Management	8108	96.00		16.00	4532	401	80.00	Cem Skip
23/10/2018	Louth Building Supplies	8109	59.07		9.84	4520	401	49.23	Cem Supplies
23/10/2018	AJ Embroidery	8110	38.40		6.40	4540	401	32.00	Cem Protective Clothing
23/10/2018	British Telecom	8111	10.94		1.82	4304	401	9.12	BT
23/10/2018	TDH Promotions	8112	71.94		11.99	4293	602	59.95	TDH Promotions

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Cashbook 1**User: LMP****Lloyds TSB Current/Deposit****For Month No: 7****Payments for Month 7****Nominal Ledger Analysis**

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
26/10/2018	Corona Energy	DD	94.09		4.48	4303	401	89.61	Gas Sept - Oct 18
Total Payments for Month			15,148.08	0.00	979.88			14,168.20	
Balance Carried Fwd			391,344.88						
Cashbook Totals			406,492.96	0.00	979.88			405,513.08	

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Louth Town Council Current Year

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Cashbook 2

User: LMP

Petty Cash

For Month No: 7

Receipts for Month 7

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		109.57					109.57	
Banked: 09/10/2018		200.00						
8103	Lloyds TSB Current/Deposit	200.00			220		200.00	Petty Cash
Total Receipts for Month		200.00	0.00	0.00			200.00	
Cashbook Totals		309.57	0.00	0.00			309.57	

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Cashbook 2

User: LMP

Petty Cash

For Month No: 7

Payments for Month 7

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
01/10/2018	YTC	56	22.95		3.82	4293	602	19.13	Material for Beacon Lighting
05/10/2018	Boyes	59	1.90			4520	401	1.90	Cem Supplies
05/10/2018	Boyes	59A	1.20			4520	401	1.20	Cem supplies
15/10/2018	Post Office	57	16.08			4022	101	16.08	Stamps
15/10/2018	YTC	58	1.00		0.17	4020	101	0.83	SH Supplies
19/10/2018	Euro Garage Newmarket	60	25.00		4.17	4531	401	20.83	Fuel
22/10/2018	B & Q	61	18.92			4520	401	18.92	Cem Supplies
22/10/2018	Wilkinsons	62	13.50			4520	401	13.50	Cem Supplies
Total Payments for Month			100.55	0.00	8.16			92.39	
Balance Carried Fwd			209.02						
Cashbook Totals			309.57	0.00	8.16			301.41	

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Cashbook 1

User: LMP

Lloyds TSB Current/Deposit

For Month No: 8

Receipts for Month 8

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		391,344.88					391,344.88	
Interest Banked: 09/11/2018		2.95						
Interest Lloyds Bank		2.95			1190	101	2.95	Interest
500156 Banked: 13/11/2018		714.86						
95 Bond		107.00			1013	401	107.00	GoR Plaque re. Bond
50015697 Leakes Memorials		158.00			1011	401	158.00	Monument re. Milson
98 Kettles		321.00			1010	401	321.00	Interments Greenfield & Graham
99 Northern Electric		128.86			1000	401	128.86	Wayleave
Total Receipts for Month		717.81	0.00	0.00			717.81	
Cashbook Totals		392,062.69	0.00	0.00			392,062.69	

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User: LMP

Lloyds TSB Current/Deposit

For Month No: 8

Payments for Month 8

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
06/11/2018	Louth Building Supplies	8113	222.32		37.06	4520	401	138.08	Chapel Maintenance
						4293	602	47.18	Beacon Lighting Supplies
06/11/2018	Society of Local Council Clerk	8114	150.00		25.00	4027	501	125.00	National Conference
06/11/2018	Alan Wood & Ptnrs	8115	1,020.00		170.00	9535	403	850.00	Lodge Report
06/11/2018	Easy Clean Marshchapel Ltd	8116	237.46		39.58	4285	401	197.88	Cleaning in Oct 18
06/11/2018	HLNYCRC Ltd	8117	1,872.00		312.00	4005	401	1,560.00	Payback Team Apr 18 to Oct 18
06/11/2018	Louth Tractors	8118	1,230.00		205.00	4600	401	1,025.00	Louth Tractors
06/11/2018	Chubb Fire	8119	62.16		10.36	4302	401	51.80	Fire Regs Compliance
06/11/2018	Mrs. E. Ballard	8120	291.80			4024	101	117.00	Training Expenses
						4027	401	174.80	Training Expenses
20/11/2018	Petty Cash	8133	200.00			201		200.00	Petty Cash
20/11/2018	HM Revenue and Customs	8121	1,610.33			4001	401	376.48	PAYE/NIC
						4002	401	218.82	PAYE/NIC
						4001	501	721.04	PAYE/NIC
						4002	501	293.99	PAYE/NIC
20/11/2018	Staff Costs	8122	1,351.24			4001	401	1,351.24	Staff costs
20/11/2018	Staff Costs	8123	1,179.75			4001	401	1,179.75	Staff costs
20/11/2018	Staff Costs	8124	1,802.56			4001	501	1,802.56	Staff costs
20/11/2018	Staff Costs	8125	792.18			4001	501	792.18	Staff costs
20/11/2018	LCC Pension Fund	8126	1,370.33			4001	401	82.20	Superannuation
						4001	501	218.60	Superannuation
						4002	401	306.11	Superannuation
						4001	501	763.42	Superannuation
20/11/2018	Mrs. L. Phillips	8127	73.96			4052	601	22.99	Xmas Crib Supplies
						4293	602	50.97	Beacon Lighting Supplies
20/11/2018	A P Services	8128	36.00		6.00	4293	602	30.00	Beacon Gas Test
20/11/2018	Allinson Print and Supplies	8129	243.12		40.52	4520	401	30.23	Firs Aid Kit
						4020	101	172.37	Stationery
20/11/2018	GBM Waste Management	8130	96.00		16.00	4532	401	80.00	Cem Skip
20/11/2018	Anglian Water	8131	20.22			4303	401	20.22	SH Water Charges 7/8 - 6/11
20/11/2018	Mr. R. Hobson	8132	123.30			4533	401	123.30	Mileage
20/11/2018	1st Alert Drain Services	8134	120.00			4551	401	120.00	Cem drain jetting
20/11/2018	Npower	8135	396.35		18.88	4200	401	50.95	Church clock
						4505	401	326.52	Electricity Cem
26/11/2018	Corona Energy	DD	173.21		8.25	4303	401	164.96	Gas Oct - Nov 28
Total Payments for Month			14,674.29	0.00	888.65			13,785.64	
Balance Carried Fwd			377,388.40						
Cashbook Totals			392,062.69	0.00	888.65			391,174.04	

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Cashbook 2

User: LMP

Petty Cash

For Month No: 8

Receipts for Month 8

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		209.02					209.02	
Banked: 20/11/2018		200.00						
8133	Lloyds TSB Current/Deposit	200.00			220		200.00	Petty Cash
Total Receipts for Month		200.00	0.00	0.00			200.00	
Cashbook Totals		409.02	0.00	0.00			409.02	

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Petty Cash

For Month No: 8

Payments for Month 8

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
03/11/2018	Wilkinsons	63	4.00		0.67	4020	101	3.33	SH Supplies
03/11/2018	Boyes	64	6.56			4023	101	3.57	Plastic cups
						4020	101	2.99	Cutting board
06/11/2018	Wilkinsons	65	6.60		1.10	4020	101	5.50	SH supplies
06/11/2018	RBL Louth Branch	66	55.50			4293	602	55.50	3 x Wreaths
08/11/2018	Morrisons	67	16.08			4022	101	16.08	Stamps
13/11/2018	Post Office	68	50.50			4022	101	50.50	Stamps
15/11/2018	GRS Signs	69	18.00		3.00	4552	401	15.00	GoR Plaque re. Bond
15/11/2018	B&Q	70	23.00		3.83	4052	601	19.17	Xmas Crib Supplies
26/11/2018	YTC	71	5.98		1.00	4052	601	4.98	Xmas Crib Supplies
27/11/2018	YTC	72	22.51		3.74	4052	601	18.72	Xmas Supplies
						4052	601	0.05	Xmas Supplies
29/11/2018	Wilkinsons	73	46.43		5.06	4020	101	25.29	Office Supplies
						4022	101	16.08	Office Supplies
Total Payments for Month			255.16	0.00	18.40			236.76	
Balance Carried Fwd			153.86						
Cashbook Totals			409.02	0.00	18.40			390.62	

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Lloyds TSB Current/Deposit

For Month No: 9

Receipts for Month 9

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		377,388.40					377,388.40	
BGC Banked: 05/12/2018		1,569.00						
BGC Walkers Lncs Co op		1,569.00			1010	401	214.00	Inter Richardson
					1010	401	458.00	Inter Simpson
					1012	401	644.00	EX/RT x2
					1012	401	146.00	EX/RT Keeley
					1010	401	107.00	Cem Fees
BGC Banked: 10/12/2018		5.00						
BGC Magna Vitae		5.00			1000	401	5.00	London Road Annual Rent
Interest Banked: 10/12/2018		2.95						
Interest Lloyds Bank		2.95			1190	101	2.95	Interest
500157 Banked: 14/12/2018		1,547.00						
1805 Kettles		565.00			1014	401	107.00	Chapel Rent Parratt
					1010	401	458.00	Interment Parratt
1802 Dannatt		429.00			1012	401	322.00	EX/RT
					1010	401	107.00	Inter Ashes
1803500157 Leakes Memorials		237.00			1011	401	237.00	Headstone
100 William Kent Memorials		158.00			1011	401	158.00	Headstone re. Kerr
1801 Leakes Memorials		158.00			1011	401	158.00	Cem Fees
BGC Banked: 19/12/2018		372.00						
BGC Walkers Lncs Co op		372.00			1010	401	214.00	Inter Ware
					1011	401	158.00	Crem Plaque Keeley
BGC Banked: 24/12/2018		1,369.00						
BGC Walkers Lncs Co op		1,369.00			1010	401	918.00	Inter Hall
					1014	401	214.00	Chapel Hire
					1011	401	237.00	Memorial Beecroft
Total Receipts for Month		4,864.95	0.00	0.00			4,864.95	
Cashbook Totals		382,253.35	0.00	0.00			377,388.40	

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Lloyds TSB Current/Deposit

For Month No: 9

Payments for Month 9

Nominal Ledger Analysis

Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
04/12/2018	Npower	8136	424.17		21.20	4505	401	402.97	Cem Electricity
04/12/2018	J. Marvin	8137	320.00			4551	401	320.00	Chapel Repair
04/12/2018	GRS Electrical	8138	37.80		6.30	4307	401	31.50	SH Light Repair
04/12/2018	Plantscape	8139	3,456.00		576.00	9346	403	2,880.00	Solar Xmas Trees
04/12/2018	Onecom Ltd	8140	69.77		11.63	4304	401	58.14	Onecom Ltd
04/12/2018	Allinson Print and Supplies	8141	25.86		4.31	4020	101	21.55	Black Stamp
04/12/2018	Easy Clean Marshchapel Ltd	8142	333.46		55.58	4285	401	277.88	SH Cleans Nov & Wins May - Nov
04/12/2018	Louth Building Supplies	8143	484.15		80.69	9338	603	132.00	Barriers for Beacon
						4551	401	271.46	Cem Repairs
04/12/2018	GBM Waste Management	8144	40.00		6.67	4285	401	33.33	Bin Bags
04/12/2018	Staff Costs	8145	1,351.04			4001	401	1,351.04	Salaries
04/12/2018	Staff Costs	8146	1,179.75			4001	401	1,179.75	Salaries
04/12/2018	Staff Costs	8147	792.18			4001	501	792.18	Salaries
04/12/2018	Staff Costs	8148	1,802.36			4001	501	1,802.36	Salaries
04/12/2018	HM Revenue and Customs	8149	1,610.73			4001	401	376.68	PAYE/NIC
						4001	501	721.24	PAYE/NIC
						4002	401	218.82	PAYE/NIC
						4002	501	293.99	PAYE/NIC
04/12/2018	LCC Pension Fund	8150	1,370.33			4001	401	82.20	Superannuation
						4001	501	218.60	Superannuation
						4002	401	306.11	Superannuation
						4002	501	763.42	Superannuation
04/12/2018	RBL Louth Branch	8151	600.00			4111	601	600.00	11/11 Parade Traffic Mgmt
04/12/2018	Hubbards Hills Trust	8152	22,500.00			4282	401	22,500.00	2nd Instal Maintenance Con
04/12/2018	Mr. G. Darnell	8153	325.00			4103	601	325.00	Mayor's Serjeant Expenses
04/12/2018	Mr. G. Horton	8154	550.00			4102	601	550.00	3rd Instalment Mayor's Allowan
11/12/2018	Glendale Countryside Ltd	8155	3,820.16		636.69	4205	401	785.00	Xmas Tree Del, Erect, Remove
						4530	401	509.31	Cem Grass Cut
						4223	401	1,889.16	Amenity Grass Cut
11/12/2018	Allinson Print and Supplies	8156	5.45		0.91	4020	101	4.54	Steel Ruler
11/12/2018	Anglian Water	8157	127.02			4505	401	127.02	Cem Water & Sewerage
11/12/2018	KRL Group Ltd	8158	53.98		9.00	4304	401	44.98	Photocopier
11/12/2018	GBM Waste Management	8159	96.00		16.00	4532	401	80.00	Cem Skip
11/12/2018	Louth Tractors	8160	128.92		21.49	4551	401	107.43	Equip Repair
11/12/2018	Chubb Fire	8281	964.49		160.75	4302	401	803.74	Chubb Fire
11/12/2018	Louth Building Supplies	8282	130.08		21.68	4551	401	92.80	Cem Grit
						4307	401	15.60	SH Lights
11/12/2018	Louth Run For Life	8283	500.00			4090	601	500.00	Grant
12/12/2018	Louth Hockey Club	8284	700.00			4090	601	700.00	Grant
12/12/2018	Louth Old Boys FC	8285	300.00			4090	601	300.00	Grant
12/12/2018	Zero Degrees Festival	8286	300.00			4090	601	300.00	Grant
12/12/2018	2nd Louth Scout Group	8287	300.00			4090	601	300.00	Grant
12/12/2018	Lincoln and Lindsey Blind Soci	8288	1,584.00			4090	601	1,584.00	Grant
12/12/2018	Macdonald Engineers	8289	666.00		111.00	4551	401	555.00	Chapel Gates Refortification
17/12/2018	Corona Energy	DD	71.81		3.42	4303	401	68.39	SH Gas

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Cashbook 1

User: LMP

Lloyds TSB Current/Deposit

For Month No: 9

Payments for Month 9

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
19/12/2018	British Gas	8290	0.00						Cancelled Cheque
19/12/2018	A.P. Services (Louth) Ltd	8291	77.40		12.90	4307	401	64.50	Boiler Service
19/12/2018	Onecom Ltd	8292	69.77		11.63	4304	401	58.14	2 x Tel Lines and Wifi
Total Payments for Month			47,167.68	0.00	1,767.85			45,399.83	
Balance Carried Fwd			335,085.67						
Cashbook Totals			382,253.35	0.00	1,767.85			380,485.50	

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Petty Cash

For Month No: 9

Receipts for Month 9

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Balance Brought Fwd :		153.86					153.86	
Banked:		0.00						
			0.00				0.00	
Total Receipts for Month		0.00	0.00	0.00			0.00	
Cashbook Totals		153.86	0.00	0.00			153.86	

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Petty Cash

For Month No: 9

Payments for Month 9

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
14/12/2018	Wilkinsons	74	16.08			4022	101	16.08	Stamps
Total Payments for Month			16.08	0.00	0.00			16.08	
Balance Carried Fwd			137.78						
Cashbook Totals			153.86	0.00	0.00			153.86	

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Detailed Income & Expenditure by Budget Heading 31/12/2018

Month No: 9

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101 Governance and Finance							
1002 Miscellaneous	0	5	50	45			9.4%
1176 Precept	0	269,286	269,286	0			100.0%
1190 Interest Received	3	26	400	374			6.6%
Governance and Finance :- Income	3	269,317	269,736	419			99.8%
4020 Office Administration Costs	26	1,655	2,600	945		945	63.6%
4022 Postage	16	398	500	102		102	79.6%
4023 Meeting Expenses	0	186	400	214		214	46.5%
4024 Councillors Expenses	0	292	1,100	808		808	26.5%
4025 Insurances	0	5,049	5,500	451		451	91.8%
4026 Fees and Subscriptions	0	2,065	2,400	335		335	86.0%
4028 Audit Fee (Internal & External)	0	600	650	50		50	92.3%
4750 Contingency	0	369	500	131		131	73.8%
Governance and Finance :- Indirect Expenditure	42	10,614	13,650	3,036	0	3,036	77.8%
Movement to/(from) Gen Reserve	(39)	258,703					
103 Governance and Finance EM Rese							
9329 EMR Quality Council / Office	0	0	5,085	5,085		5,085	0.0%
9348 EMR IT Replacement	0	0	1,861	1,861		1,861	0.0%
9349 EMR Civic Regalia	(21)	0	0	0		0	0.0%
9364 EMR Clerks Training	0	0	700	700		700	0.0%
9604 EMR Accom Office Equip / Stor	0	0	2,000	2,000		2,000	0.0%
9990 General Reserve	0	0	176,327	176,327		176,327	0.0%
Governance and Finance EM Rese :- Indirect Expenditure	(21)	0	185,973	185,973	0	185,973	0.0%
Movement to/(from) Gen Reserve	21	0					
401 Community Resources Day to Day							
1000 Property Income	5	677	250	(427)			270.8%
1001 Allotment Rent Received	0	550	575	25			95.7%
1002 Miscellaneous	0	1,206	100	(1,106)			1205.8%
1006 Hubbards Hills Storage Facility	0	0	2,000	2,000			0.0%
1009 LCC Contribution (Grass)	0	0	2,661	2,661			0.0%
1010 Interments	3,394	21,345	35,000	13,655			61.0%
1011 Monuments	1,185	5,058	5,500	442			92.0%
1012 Exclusive Burial Rights	1,112	7,245	8,000	755			90.6%
1013 Plaques	0	107	220	113			48.6%
1014 Chapel Rent	535	942	1,000	58			94.2%
Community Resources Day to Day :- Income	6,231	37,130	55,306	18,176			67.1%

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Detailed Income & Expenditure by Budget Heading 31/12/2018

Month No: 9

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4001 Salaries	2,990	25,449	34,500	9,051		9,051	73.8%
4002 Employers Costs Super / NI	525	6,183	11,000	4,817		4,817	56.2%
4003 Grave Digging	0	1,580	5,200	3,620		3,620	30.4%
4005 Community Payback Team	0	1,560	3,120	1,560		1,560	50.0%
4027 Training	0	400	1,700	1,300		1,300	23.5%
4104 Civic Property	0	0	500	500		500	0.0%
4200 Clocks / Floodlights	0	154	1,800	1,646		1,646	8.5%
4205 Christmas Lights /Celebrations	785	821	12,000	11,179		11,179	6.8%
4210 Lovely Louth Competition	0	214	250	36		36	85.7%
4220 CCTV Maintenance	0	0	4,515	4,515		4,515	0.0%
4222 Street Furniture Maintenance	0	0	2,880	2,880		2,880	0.0%
4223 Amenity Grass Cutting	1,889	10,464	9,314	(1,150)		(1,150)	112.3%
4280 Floral / In Bloom	0	1,954	3,000	1,046		1,046	65.1%
4282 Hubbards Hills Mtce Contrib.	22,500	45,000	47,000	2,000		2,000	95.7%
4285 Minor Mtce & Cleaning Services	497	2,089	4,700	2,611		2,611	44.4%
4301 Cleaning Costs	(186)	0	0	0		0	0.0%
4302 Security / Fire	804	1,538	1,500	(38)		(38)	102.6%
4303 SH Utilities	68	1,679	3,951	2,272		2,272	42.5%
4304 SH Communications	161	553	1,700	1,147		1,147	32.5%
4306 SH Rates	0	5,400	4,650	(750)		(750)	116.1%
4307 SH Building Maintenance	112	116	600	484		484	19.3%
4308 SH Statutory Equipment Checks	0	0	250	250		250	0.0%
4501 Cem Rates	0	2,516	2,265	(251)		(251)	111.1%
4505 Cem Utilities	530	2,057	2,500	443		443	82.3%
4506 Cem Communications	0	0	500	500		500	0.0%
4520 Cem Maintenance-Supplies	0	998	1,800	802		802	55.4%
4530 Cem Grass Cutting / Strimming	509	3,565	8,000	4,435		4,435	44.6%
4531 Cem Fuel - Equipment	0	352	800	448		448	44.0%
4532 Cem Waste Disposal	80	720	1,000	280		280	72.0%
4533 Cem Vehicle Running Costs	0	380	7,915	7,535		7,535	4.8%
4540 Cem Protective Clothing	0	157	600	443		443	26.1%
4550 Cem Plants, Shrubs, Trees etc	0	42	400	359		359	10.4%
4551 Cem General Repairs/Maint.	1,347	1,971	3,000	1,029		1,029	65.7%
4552 Purchase of Plaques	0	45	50	5		5	90.0%
4600 Cem Equipment Replacement	0	1,025	2,000	975		975	51.3%
4750 Contingency	0	279	3,000	2,721		2,721	9.3%
Community Resources Day to Day :- Indirect Expenditure	32,611	119,260	187,960	68,700	0	68,700	63.4%
Movement to/(from) Gen Reserve	(26,380)	(82,131)					

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Detailed Income & Expenditure by Budget Heading 31/12/2018

Month No: 9

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
402 Community Resources Projects							
4292 Sessions House Decorating	0	1,300	1,500	200		200	86.7%
4295 SH Emergency Lighting	0	0	1,000	1,000		1,000	0.0%
Community Resources Projects :- Indirect Expenditure	<u>0</u>	<u>1,300</u>	<u>2,500</u>	<u>1,200</u>	<u>0</u>	<u>1,200</u>	<u>52.0%</u>
Movement to/(from) Gen Reserve	<u>0</u>	<u>(1,300)</u>					
403 Community Resources EM Reserve							
9322 EMR CCTV Refurbishment	0	0	9,637	9,637		9,637	0.0%
9325 EMR Street Furniture	0	0	14,354	14,354		14,354	0.0%
9337 EMR Conservation Area	0	0	500	500		500	0.0%
9339 EMR War Memorial	0	0	3,000	3,000		3,000	0.0%
9346 EMR Christmas Illuminations	2,880	2,880	4,126	1,246		1,246	69.8%
9347 EMR Art Trail	0	0	1,000	1,000		1,000	0.0%
9348 EMR IT Replacement	0	0	2,000	2,000		2,000	0.0%
9352 EMR TCP Floral Enhancement	0	0	1,921	1,921		1,921	0.0%
9359 EMR Accommodation	0	1,270	5,992	4,722		4,722	21.2%
9360 EMR Cem External Walls	0	0	4,000	4,000		4,000	0.0%
9366 EMR Cemetery Planting Project	0	0	458	458		458	0.0%
9370 EMR Cem Gates	0	0	1,500	1,500		1,500	0.0%
9380 EMR Cem Road Maintenance	0	0	2,000	2,000		2,000	0.0%
9531 EMR CEM Equipment Replacement	0	0	4,434	4,434		4,434	0.0%
9534 EMR CEM Tree Surgery	0	120	850	730		730	14.1%
9535 EMR CEM Workshop / Lodge	0	1,675	19,426	17,751		17,751	8.6%
9536 EMR CEM Cemetery Facilities	0	0	3,347	3,347		3,347	0.0%
9537 EMR CEM Vehicle Replacement	0	0	13,000	13,000		13,000	0.0%
9600 EMR Accom Roof	0	0	5,622	5,622		5,622	0.0%
9601 EMR Accom Boiler	0	0	10,000	10,000		10,000	0.0%
9602 EMR Accom Structural	0	0	3,860	3,860		3,860	0.0%
9603 EMR Accom Car Park	0	0	1,000	1,000		1,000	0.0%
9606 EMR Street Signs / Furniture	0	0	12,780	12,780		12,780	0.0%
9608 EMR SH Internal Decorating Foy	0	0	1,500	1,500		1,500	0.0%
Community Resources EM Reserve :- Indirect Expenditure	<u>2,880</u>	<u>5,945</u>	<u>126,307</u>	<u>120,362</u>	<u>0</u>	<u>120,362</u>	<u>4.7%</u>
Movement to/(from) Gen Reserve	<u>(2,880)</u>	<u>(5,945)</u>					
501 Personnel Day to Day							
4001 Salaries	3,534	25,750	50,454	24,704		24,704	51.0%
4002 Employers Costs Super / NI	1,057	9,602	15,136	5,534		5,534	63.4%
4004 Consultant Fees	0	900	1,200	300		300	75.0%
4008 Clerk Travel Expenses	0	0	250	250		250	0.0%

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Month No: 9

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4009 Clerk Phone	0	0	400	400		400	0.0%
4027 Training	0	358	500	142		142	71.7%
Personnel Day to Day :- Indirect Expenditure	4,592	36,611	67,940	31,329	0	31,329	53.9%
Movement to/(from) Gen Reserve	(4,592)	(36,611)					
503 Personnel EM Reserves							
9364 EMR Clerks Training	0	160	2,000	1,840		1,840	8.0%
Personnel EM Reserves :- Indirect Expenditure	0	160	2,000	1,840	0	1,840	8.0%
Movement to/(from) Gen Reserve	0	(160)					
601 Town Council Day to Day							
4052 Tourism/promotions	0	66	1,000	934		934	6.6%
4089 Citizens Advice Bureau	0	0	1,000	1,000		1,000	0.0%
4090 Grants S137 Open Resource	3,684	3,684	4,000	316		316	92.1%
4100 Civic Expenses	21	89	1,000	911		911	8.9%
4102 Mayoral Allowance	550	1,650	2,200	550		550	75.0%
4103 Mayors Serjeant Expenses	325	650	650	0		0	100.0%
4105 Election Expenses	0	0	3,500	3,500		3,500	0.0%
4106 Deputy Mayor's Expenses	0	0	250	250		250	0.0%
4111 Remembrance Day Parade Grant	600	600	600	0		0	100.0%
4309 Principal Loan Repayment	0	10,257	20,514	10,257		10,257	50.0%
4311 Flood Schemes Maintenance	0	11,914	11,344	(570)		(570)	105.0%
Town Council Day to Day :- Indirect Expenditure	5,180	28,910	46,058	17,148	0	17,148	62.8%
Movement to/(from) Gen Reserve	(5,180)	(28,910)					
602 Town Council Projects							
4293 WW1 2018 Commemoration	0	285	500	215		215	57.1%
4294 Flood Memorial Centenary Renov	0	0	1,000	1,000		1,000	0.0%
Town Council Projects :- Indirect Expenditure	0	285	1,500	1,215	0	1,215	19.0%
Movement to/(from) Gen Reserve	0	(285)					
603 Town Council EM Reserves							
9338 EMR Civic Events	132	841	2,730	1,889		1,889	30.8%
9340 EMR Grants S137 Reserve	0	0	150	150		150	0.0%
9349 EMR Civic Regalia	0	0	649	649		649	0.0%
9362 EMR Civic Property	0	0	1,615	1,615		1,615	0.0%
9363 EMR Flood Aleviation Scheme	0	0	25,966	25,966		25,966	0.0%
9384 Sp Project Speed Signs	0	0	12	12		12	0.0%

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Detailed Income & Expenditure by Budget Heading 31/12/2018

Month No: 9

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
9605 EMR Tourism	0	0	1,524	1,524		1,524	0.0%
9607 EMR Election Expenses	0	0	8,000	8,000		8,000	0.0%
Town Council EM Reserves :- Indirect Expenditure	132	841	40,646	39,805	0	39,805	2.1%
Movement to/(from) Gen Reserve	(132)	(841)					
Grand Totals:- Income	6,234	306,447	325,042	18,595			94.3%
Expenditure	45,416	203,926	674,534	470,608	0	470,608	30.2%
Net Income over Expenditure	(39,182)	102,521	(349,492)	(452,013)			
Movement to/(from) Gen Reserve	(39,182)	102,521					

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