

Council Offices, 19 North Square, Dorchester, Dorset. DT1 1JF Telephone: (01305) 266861 Fax: (01305) 266085

Adrian Stuart, Town Clerk

8th January, 2014

Dear Sir or Madam,

A MEETING of the MANAGEMENT COMMITTEE will be held in the COUNCIL CHAMBER, MUNICIPAL BUILDINGS, DORCHESTER on TUESDAY, 14th JANUARY, 2014 commencing at 7.00pm.

I hope that it will be convenient for you to attend.

Yours faithfully,

Town Clerk

Public Rights to Speak

If any member of the public wishes to speak at this meeting they may be allowed to do so at the discretion of the Chair. It would be helpful if anyone who wishes to address the Committee made their desire known to the Chair before the meeting starts: anyone allowed to speak will be expected to confine their comments to the matter in hand and to be as brief as is reasonably possible.

Member Code of Conduct: Declaration of Interests

Members are reminded that it is their responsibility to disclose pecuniary or non-pecuniary interests where appropriate.

A Member who declares a pecuniary interest must leave the room unless a suitable dispensation has been granted.

A Member who declares a non-pecuniary interest may take part in the meeting and vote.

AGENDA

1. <u>APOLOGIES FOR ABSENCE</u>

2. MINUTES

To read, confirm and sign the Minutes of the Meeting of the Committee held on 12th November, 2013 (adopted by Council on 26th November, 2013).

3. COMMUNITY ACTIVITIES PANEL

To receive and consider the Minutes of the Panel held on 7th January, 2014 (copy enclosed).

4. <u>MANAGEMENT ARRANGEMENTS</u>

To receive the updated works programme for parks, gardens and open spaces (copy enclosed).

5. USE OF BOWLING GREEN SITE IN THE BOROUGH GARDENS

To consider the report of the Town Clerk (enclosed).

6. FREE RUNNING EQUIPMENT – SANDRINGHAM SPORTS CENTRE

Members will be reminded that at the last meeting of the Committee it was agreed that some specialist free running equipment should be provided at one of the Council's open spaces. Prior to making a final decision on the location Members requested that potential users be consulted on a choice of three locations. Forty one young people responded to the consultation which produced the following results:-

- First preference (44%) Sandringham Sports Centre to the rear of the Bowling Club in the area which previously accommodated the fitness trail.
- Second preference (32%) Sandringham Sports Centre in the area between the outside gym and kickwall.
- Third preference (24%) Kings Road Playing Fields.

Members will be asked to consider at which location to install the free running equipment.

7. **2014-2015 ESTIMATES**

To consider the Committee's estimates for 2014-2015 (enclosed).

8. **REVIEW OF CHARGES**

(a) Recreation Facilities

To consider revised charges for recreation facilities (existing and proposed charges enclosed).

(b) Municipal Buildings

To consider revised charges for the Municipal Buildings (existing and proposed charges enclosed).

(c) Borough Gardens House and Weymouth Avenue Pavilion

To consider revised charges for the Borough Gardens House and Weymouth Avenue Pavilion (existing and proposed charges enclosed).

(d) Cemetery Fees

To consider revised charges for Dorchester, Fordington and Poundbury Cemeteries (existing and proposed charges enclosed).

9. **CEMETERY MATTERS**

(a) Exclusive Right of Burial

To note the grants of Exclusive Rights of Burial issued since the last meeting of the Committee (copy enclosed).

(b) <u>Interments and Burial of Ashes</u>

To receive a report (copy enclosed) listing the dates and times of interments, burials of ashes and uses of the South Chapel at Dorchester Cemetery since the last meeting of the Committee.

(c) Headstones and Inscriptions

To confirm the action taken by the Town Clerk in approving applications for the design of headstones and inscriptions received since the last meeting of the Committee. The Register of Memorials will be available to view at the meeting.

10. **MONITORING REPORT**

To consider the Municipal Buildings, Weymouth Avenue Pavilion and Borough Gardens House monitoring report (enclosed).

11. **PAID INVOICES**

To inspect the cheque list and supporting vouchers in respect of payments made since the last meeting of the Committee (direct debit and copy expenditure transactions lists enclosed).

12. **URGENT ITEMS**

To consider any other items that the Chairman or Town Clerk decides are urgent.

COMMUNITY ACTIVITIES PANEL

7th JANUARY, 2014

At a Meeting of the Community Activities Panel held on 7th January, 2014:

PRESENT The Mayor (Councillor E.S. Jones) and Councillors S.C. Hosford, F.E. Kent-Ledger, T. James, P.G. Mann and M.E. Rennie (Chairman).

6. **SUMMER EVENTS PROGRAMME**

The Panel had before it the first draft Summer Events Programme 2014. The Panel agreed that the Council should only arrange one event per weekend throughout the summer. Members considered the possibility of moving the annual Love Parks event to the weekend so as to enable more families to attend but agreed that for this year as preparations were already underway, the event should continue to be held midweek on Wednesday, 30 July 2014. The Panel agreed that the revised Summer Events Programme should be circulated to all Councillors as and when amendments were made. The Panel also felt that a further family event should be held on a weekend towards the end of June to replace the Teddy Bear's Picnic in its previous format to a Family Picnic event, The Panel agreed that the Ridgeway Radio should be contacted and requested to take part in the event. It was agreed that the Town Clerk would report to the Panel in due course with proposals for a weekend family event.

It was noted that Love Parade would be going ahead in 2014 but that the next One World event would not take place until 2015.

The Panel agreed that one of music events to be held in the Borough Gardens would be an ideal opportunity for local charities to showcase their activities and that suitable music for the occasion should be booked.

The Town Clerk confirmed that he would contact Brewery Square Development Ltd so as to ensure that none of the Council's events clashed with events proposed for Brewery Square.

It was

RECOMMENDED

- (1) That, with the amendment of reintroducing a family orientated event for 29th June, the draft Summer programme be supported.
- (2) That the Summer programme is regularly circulated to Councillors as amendments are made.
- (3) That the Council should only arrange a maximum of one event per weekend throughout the summer.

- (4) That the annual Love Parks event take place on 30th July, 2014.
- (5) That local charities be encouraged to showcase their activities in the Borough Gardens.
- (6) That the Town Clerk report back to the Panel in due course with proposals for a weekend Family Picnic event to be held towards the end of June, 2014 and that Ridgeway Radio be contacted.

7. FREEDOM / LIBERATION FLAME RELAY

Members considered a request for the Freedom/Liberation Flame to pass through / be amalgamated in Dorchester between the 12th and 15th September, 2014. The Flame was established by the residents of Bayeux following being liberated from German occupation during World War II in June 1944. It was The Dorset Regiment that liberated Bayeux which was the first town in France to be liberated.

The Chairman reminded Members that funding was available to support such events. The Panel were pleased to note that the event would coincide with a visit from guests from Bayeux and that a reception had been booked for Friday, 12 September 2014 in the Town Hall and that consideration may be given to amalgamate the two events. The Panel agreed that in principal the flame could pass through / be amalgamated in Dorchester and that provisions would be made for the event.

It was

RECOMMENDED

- (1) That the Town Council continue contact with Dr Pinto and Hull City Council.
- (2) That, when further details of the event are known, members of the Panel meet with the Chairman of the Bayeux Society to discuss the Weekened.

8. YOUTH FOOTBALL

Members noted that it was proposed that youth footballers from Lubbecke would again be visiting Dorchester in October, 2014. More details would be provided nearer the time.

9. **MEMORIAL**

As a matter of urgency the Panel considered correspondence from Dr J. Travell requesting that the Council give some consideration to a remembrance ceremony for the battle of Kohima at the Cenotaph on Friday, 4 April 2014 and for a memorial to be erected in Dorchester.

Members felt that it would be worthwhile contacting the director of the Keep Museum to discuss the matter prior to a decision being made by the Panel. The Panel also discussed the possibility for a list of the Dorset Regiment's Battle Honours to be displayed in the Council Chamber.

It was

RECOMMENDED

- (1) That the matters raised in the correspondence be discussed with the director of the Keep Museum with a report back to the Panel in due course.
- (2) That consideration be given to displaying a list of the Dorset Regiments Battle Honours in the Council Chamber.

10. LOZENGE TO COMMEMORATE THE CLOSING OF DORCHESTER PRISON

Members of the Panel considered a proposal for a lozenge to be commissioned for the Council Chamber to commemorate the closing of Dorchester Prison and it was

RECOMMENDED

That a lozenge be commissioned for the Council Chamber to commemorate the closing of Dorchester Prison.

11. **DORCHESTER HERITAGE WEEK**

Members considered the potential for the Municipal Buildings to be opened as part of the annual Dorset Architectural Heritage Week, next held in September 2014, and supported the idea of opening the Municipal Buildings to members of the public.

It was

RECOMMENDED

That Dorchester Stitchers be contacted and requested to talk to members of the public about the tapestries that are on display in the Municipal Buildings.

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GROUNDS WORK AUTUMN/WINTER 2013/14

Borough Gardens

- Litter pick and empty bins daily ongoing
- Clean toilets daily ongoing
- Collect fees tennis as required ongoing
- Remove summer bedding plants *completed*
- Dig and prepare beds compost added *completed*
- Plant out spring bedding plants *completed*
- Long handle shear beds ongoing
- Water bedding displays if required –
- Cut hedges during period *-ongoing*
- Weed bedding displays ongoing
- Seeding summer bedding plants in greenhouse *ongoing*
- Planting into trays plugs *ongoing*
- Potting up over wintering summer bedding ongoing
- Watering green house *ongoing*
- Rub down and oil seats –
- Repair vandalised areas as required
- Inspect play equipment weekly ongoing
- Final clean and winterisation of fountains & play feature –*completed*
- Leaf clearance *completed*
- Pollard trees around bandstand and by house *completed*
- Final mowing to areas if required *completed*
- Deep clean to public toilets (wet weather job) –
- Power washing tennis courts completed
- Tree inspections –
- Treat and clean play area safety surface *completed*
- Moss kill tennis courts after cleaning *completed*
- Snow clear paths as required ongoing as required
- Fertilise shrub beds –
- Clean out and repair bird boxes –
- Shrub bed tennis courts, cultivate/replanting ongoing

Weymouth Ave Recreation Ground

- Litter pick and empty bins x 3 per week ongoing
- Mark out from scratch winter pitches *completed*
- Erect goal posts *completed*
- Spike field areas *ongoing*
- Weed and prune Sawmills shrub area –
- Mark out required weekly pitches ongoing
- Repair winter pitches as required *ongoing*
- Brush cricket square daily ongoing
- Treat turf diseases as required on cricket Sq ongoing
- Sweep up leaves various areas, cricket nets, car park etc ongoing
- Mow winter pitches as required *ongoing*

• Install pick up units to two dog bins – awaiting delivery

Sandringham Sports Ground

- Litter pick and empty bins x 3 per week ongoing
- Mark out from scratch winter pitches *completed*
- Erect goal posts *completed*
- Spike field areas *ongoing*
- Mark out required weekly pitches *ongoing*
- Repair winter pitches as required *ongoing*
- Play area inspection weekly
- Mow winter pitches *ongoing*
- Hedge cutting and shrub pruning *-ongoing*
- Install pick up units to two dog bins awaiting delivery

Kings Road and Salisbury Field

- Inspect play equipment weekly ongoing
- Litter pick and empty bins x 3 per week *ongoing*
- Mow if required *ongoing*
- Mole clearance, external contractor *completed*
- Plant up replacement trees 3 x Sycamore Salisbury Field Walk *January delivery*
- Cut and clear Jubilee tree/wildflower area *completed*

Walks System including Grove Bank

- Sweep paths, litter pick and empty bins (mon/wed/fri) WDDC contract
- Tree inspections (leaf off inspections) –
- Mow additional DCC areas (Junction, skatepark verges etc) *completed*
- Autumn/ Winter planting replacement trees (Plane trees) in South Walks x 3 *January Delivery*
- Power wash Cenotaph and garden of remembrance area prior to Remembrance Day completed

Other Public Open Space/Play Areas

- Litter pick and empty bins x 3 per week ongoing
- Inspect play equipment weekly ongoing
- Hedge cutting -
- Alington roundabout (bye pass), maintain *completed*
- Second Alington roundabout (Trumpet Major), prune and shape *completed*

Allotments

- Provide trailer to remove green waste- as per schedule *ongoing*
- Cut boundary hedges –
- Plant new hedge Alington Allotments awaiting plants delivery

Hanging Baskets Town Centre

- Remove summer hanging baskets completed
- Put up Spring hanging baskets after January 2014

Additional Work Planned or Completed

- Weekly/monthly Legionella & Fire testing ongoing
- Clean out guttering to various buildings –
- Power wash public seats in the Walks *completed*
- Clear John's pond of excess water weeds –
- Clear, prune and weed areas, Holloway Rd & Northern Hay –
- Greys bridge corner, hedge cutting –
- Snow clearing (winter maintenance plan) as required
- Interior painting changing rooms Sandringham/Weymouth Avenue Pavilion -

The Great Field

- Litter pick field area as per rota ongoing
- Erect goal posts *completed*
- Mark out football pitches *completed*
- Repair as required damage to pitch areas ongoing
- Spike football pitches *ongoing*
- Install new play equipment *ongoing*
- Install pick up units to three dog bins *completed*

Fordington Cemetery

- Monthly grass mowing DCC contract *completed*
- Tree inspections *completed*
- Burials as required ongoing
- Hedge cutting and removal of briars –
- Cut and clear steep banked area *completed*

Weymouth Avenue Cemetery

- Burials as required *ongoing*
- Tree inspections *completed*
- Treat chapel doors with Teak oil *completed*
- Cut hedges and prune shrubs –
- Paint remembrance plaque wall *completed*
- Remove Ivy from boundary wall completed
- Monthly grass mowing DCC contract completed

Poundbury Cemetery

- Grass mowing *completed*
- Wildflower area mowing late summer cut, bale and removal *completed*
- Tree inspections *completed*
- Burials as required *ongoing*
- Phone transferred from Weymouth Ave Cemetery *completed*

MANAGEMENT COMMITTEE

14 JANUARY 2014

USE OF BOWLING GREEN SITE IN THE BOROUGH GARDENS

- 1. The bowling green has not been used as such for some years now. The alternative use of a putting green has not created much take up in recent years. There is a need to bring the site back into full use during 2014, as in 2013 it became a focal point for anti-social behaviour.
- 2. The Corporate Plan identifies a priority task for 2013 as "To create a mini-golf course on the former bowling green" when resources permit. To that end a request was made for funding of £36,108 as part of discussions with the District Council regarding s106 contributions in March 2012. The sum of £18,054 was subsequently reserved for the purpose, leaving £18,054 to be found from other sources.
- 3. As yet there has been no sum allocated by the Town Council itself. Given the potential difficulties arising from changes to the receipt of government Council Tax Subsidy Grant it would be imprudent to allocate a sum towards the scheme at present unless the operational benefits of the scheme had been fully researched, and other alternatives considered.
- 4. The priority for the bowling green area in 2014 is to give it a public use. It is already scheduled to be used by Dorchester Arts as part of the festival in May 2014. In advance of and after that event it is proposed to mark out the area as a grass tennis court, and provide some form of fencing around the court. This can probably be achieved for a modest cost, funded within the Parks budget, and will create an extra court within the gardens area during the main summer period.
- 5. This will present an opportunity to provide grass court tennis to Dorchester for one season. While the grass should survive one summer's use it is unlikely that the approach will be replicable in future years due to the cost of maintain the lawn in a playable condition.
- 6. During 2014 it is intended that additional monitoring will take place of tennis court usage in the Borough Gardens and the less well used and less attractive courts adjacent to Trinity Street Car Park. This will give an indication of whether there might be a need for additional courts or replacement courts within the Borough Gardens in the longer term, which might free up the land adjacent to Trinity St car park for other purposes.
- 7. Additionally officers will work with the Borough Gardens Panel to develop alternative proposals for the bowling green site and the site adjacent to Trinity St Car Park, including the original Mini-Golf option, to allow a report to be submitted by September regarding options for future use of the site.

Adrian Stuart Town Clerk

MANAGEMENT COMMITTEE

14 JANUARY 2014

REVENUE BUDGET 2014/15

- 1. It is recommended that the draft budgets (attached) for services provided for this Committee are recommended for inclusion in the Council's overall budget. The main changes for the year include:
 - Living Wage costs are included, resulting increase of £15,000 on the Outdoor Services & Municipal Buildings Salaries and related budgets
 - A new Pension Fund regulation making overtime payments pensionable has increased the budget for Pensions by £3,000 on Municipal Buildings
 - One-off Pension costs have been removed from the Outdoor Services budget, reducing the Pensions budget by £9,000
 - Following the introduction of a new Grass Cutting regime in Cemeteries, and the tendering of the work for 3 more years, a permanent reduction of £11,000 has been made on the budget
 - Format changes a more accurate method for reapportioning the work of both the Offices Team and the Outdoor Services Team across all services has been introduced since last year. For consistency all previous actual and budgeted costs have been recalculated.
- 2. The total cost of Services met by the taxpayer through the precept, excluding Special Items, is £880,000, £7,000 lower than in 2013/14.
- 3. A summary of Reserves is also attached. As part of the medium term financial strategy further consideration will be given regarding the need for a more significant reserve to be held for future works to the Municipal Buildings. The special item of £25,000 for Walks improvements in 2013/14 will be held in a reserve, and further sums will be added from 2014/15 onwards. A report on this issue is scheduled for your March Committee meeting. All other reserves are considered sufficient.
- 4. The Council has a provisional budget of £18,000 for Special Items. The Committee has made no requests to date during this financial year. Officers have therefore considered a long list of items based on knowledge of service needs, and given some thought to priorities within services operated by the Committee.

Priorities identified by officers		
Skate Park	Improve fencing/alternative access points	7,500
Cemeteries - Memorial testing	Safety requirement	2,000
Corn Exchange Wall & Dressing		
Room Roof	Investigative works prior to repair	3,500
WW1 Commemorations	War memorial refurbishments, Events	5,000
Other Items considered		
Electronic capture of Burial Records	Improve data resilience, reduce admin, and	
	potentially increase income	15,000
	potentially increase income	15,000
Cemeteries – Replace Digger	Replacement for existing 2 diggers	5,000
Cemeteries – Replace Digger Syward Road Playground	•	<i>'</i>

Borough Gardens Deck Chairs	Replace	1,500
Corn Exchange Acoustic Fabric	Replace the fabric	2,500
Municipal Buildings Magistrates		
Room	Repaint/refurbish	1,300
Municipal Buildings Clock Tower	Replace the ladder	4,000
Christmas Lights	Contribute towards replacement	5,000

The views of the Committee are sought.

Adrian Stuart Town Clerk

		2011/12 Actual		2012/13 Actual		2013/14 Budget		2014/15 Budget
		£		£		£		£
PARKS & OPEN SPACES								
Gas		922		1,260		1,696		1,800
Electricity		6,077		10,012		10,600		12,000
Water		13,084		11,799		15,192		13,000
Rent		9,569		6,552		3,705		3,200
Rates		13,977		14,346		14,977		15,500
Premises Repairs & Maintenance		12,049		31,574		10,260		10,500
Other Repairs & Maintenance		47,799		53,769		38,621		39,000
Outside Contracts		5,382		1,481		5,500		5,500
Walks - Tree Maintenance		3,227		17.		12,000		12,000
Maintain Highway Trees		10.74		n Š. 844		3,500		3,500
Legal & Professional Fees		1,409		2,353		1,000		1,000
Special Items		48,587		-		6,300		1.7
Walks Cleaning Contract		19,752		3,299		19,391		20,000
Office Team		64,519		66,153		72,118		68,833
Outdoor Services Team		309,496		327,732		356,169		360,499
To Reserves - Play Equipment		(40)		12,000		12,000		12,000
To Reserves - Parks Premises				5,000		5,000		5,000
To Reserves - Walks		-		-		25,000		25,000
Total Expenditure		555,849		547,330		613,029		608,332
Recharge - Outside Organisations	2	10,538		958	1	5,596		3,300
Tennis	+	4,350		3,226	-	3,588		3,600
Putting Green	**	226	*	153	*	164		
Football	70	5,936	(7.1)	4,838	7	5,638	7	5,800
Cricket	-	1,497		2,030		2,081	-	2,100
Wayleave		625	*	625	4	626	-	630
Telephone		11		260		79		
Rent of Borough Gardens Flat	-	2,652	-	2,814	9	2,813	-	2,850
Hire of Borough Gardens House	-	5,291		5,816	2	3,895		5,000
Hire of Weymouth Avenue Pavilion		•				2,071		3,000
Sundry	55	1,943		862		371		1,000
Total Income		33,069		21,062		26,843		27,280
Met by Precept on Taxpayer		522,780		526,268		586,186		581,052
ALLOTMENTS								
Water		1,679		767		1,794		1,800
Rent		519		1,000		1,300		1,000
Repairs, Maintenance & Pests		226		715		750		750
Subscriptions		55		0		55		60
Office Team		6,197		6,354		6,927		6,611
Outdoor Services Team		3,960		5,928		10,646		10,775
Total Expenditure		12,636		14,764		21,472		20,997
Rents & Wayleaves		-6,852		-7,568		-7,902		-8,000
Total Income		-6,852		-7,568		-7,902		-8,000
Met by Precept on Taxpayer		5,784		7,196		13,570		12,997

	2011/12 Actual	2012/13	2013/14 Budget	2014/15 Budget
	£	Actual £	Budget £	Budget £
MUNICIPAL BUILDINGS	L	~	2	₹7:
Salaries	59,906	59,740	60,000	47,262
Overtime	0	0	0	15,000
National Insurance	2,656	2,957	3,348	3,545
Pensions	7,882	8,302	8,750	12,211
Training Courses	608	474	615	600
Repairs & Maintenance	21,889	24,445	16,404	17,500
Materials & Equipment	2,874	3,118	5,540	3,500
Water	205	475	513	500
Electricity	9,525	5,827	10,260	12,500
Gas	9,289	9,552	8,773	10,000
Rates	15,856	17,318	17,590	18,000
Protective Clothing	172	129	210	300
Telephone	578	411	928	900
Performing Rights & Other Licences	-124	1,460	1,533	1,500
Legal & Professional Fees	704	1,040	500	1,000
Promotion & Stationery	1,787	1,255	1,436	1,500
O# T	44 005	45.500	10.007	44 774
Office Team	41,965	43,028	46,907	44,771
Outdoor Services Team	7,002	5,081	10,186	10,310
To Earmarked Reserve	0	13,000	13,000	13,000
Total Expenditure	182,774	197,612	206,494	213,898
Room Hire	-67,891	-60,916	-64,575	-66,000
Bar Franchise	-5,221	-4,315	-4,613	-5,000
Sundry	544	-2,447	0	0
Total Income	-72,568	-67,678	-69,188	-71,000
Met by Precept on Taxpayer	110,206	129,934	137,306	142,898
CEMETERIES				
Electricity	1,766	2,335	2,650	2,700
Water, Service Charges & Cesspit	382	260	762	500
Rates	1,651	2,200	2,498	2,500
General Maintenance	8,362	9.250	5,893	5,000
Cemetery Grass Cutting	14,956	13,140	31,100	20,000
Office Team	20.402	20.040	22 720	20.200
Outdoor Services Team	30,182 43,995	30,946 40,605	33,736 39,953	32,200 40,439
To Cemeteries Reserve	74	15,513	15,514	16,000
To Cemeraties Reserve		15,513	15,514	10,000
Total Expenditure	101,294	114,249	132,106	119,338
Burial Fees	- 21,600		Y-0-300 Section 1	- 12,000
Exclusive Rights to Burial	- 5,293	100 40 100 100 100	100000000000000000000000000000000000000	
Memorials & Inscriptions	- 5,197			
Chapel	- 516	1000000		(F4)
Sundry	- 3,930	- 400	- 65	
Total Income	- 36,536	- 30,111	- 29,176	- 30,500
Met by Precept on Taxpayer	64,758	84,138	102,930	88,838

	2011/12 Actual	2012/13 Actual	2013/14 Budget	2014/15 Budget
CHI TUDAL & TWINNING	£	£	£	£
CULTURAL & TWINNING	2.745	£ 700	E 700	6,500
Borough Gardens Events	3,745	5,700	5,700	0,000
Summer Saturday Live	3,000	7 247	1,000	0.000
Maumbury Rings Events	11,078	7,247	6,000	9,000
Maumbury Rings Youth Event	2,000	類	1,000	
Marketing & Promotion	40.540	40 400	1,000	7.000
Christmas Lighting	12,516	13,433	6,698	7,000
Dorchester Arts Centre		04745	4,900	5,000
Event Sponsorship	5,073	24,745	9,100	8,500
Grants Panel	2,991	0.055	3,266	3,300
Twinning Grants, Receptions etc	320	2,655	1,869	1,900
Twinning Special Anniversaries	3.73	12	7,000	6.54
Offices Team	15,300	15,687	17,102	16,323
Arts Festival Reserve	2,750	2,750	2,750	3,000
Christmas Lighting Reserve		2,500	2,500	2,500
Cinicinal Digitally (1888)				
Total Expenditure	58,773	74,717	69,885	63,023
Christmas Lights	- 9,921	9,000	- 9,921	- 9,000
Total Income	- 9,921	- 9,000	- 9,921	- 9,000
Met by Precept on Taxpayer	48,852	65,717	59,964	54,023
OUTDOOR SERVICES TEAM				
Salaries	250,302	244,497	227,021	241,508
Overtime	0		8,600	8,800
NI	14,142	13,453	16,958	18,113
Super	30,970	31,671	61,316	
Training & Subsitence	2,618	3,152	3,064	3,100
Subscriptions	883	1,074	975	1,000
Transport	19,515	19,736	20,895	19,000
Mowers - Fuel & Repairs	5,378	6,234	7,182	7,200
Cleaning - Materials & Equipment	7,443	4,772	2,565	2,600
Tools, Equipt, H&S, Signs	10,161	243	8,832	9,000
Waste Services	9,905	14,413	12,500	12,500
Equipment Service	8.642	12,770	6,123	6,200
Protective Clothing	836	2,388	2,256	
Printing, Stationery, etc	167	207	257	300
Telephone	3,491	1,736	2,160	2,200
Defeat Lana Bassauri		20.000	20.000	20,000
Depot Loan Reserve	0	20,000	20,000	20,000
Vehicles & Equipment Reserve	0	3,000	16,250	17,000
Resharaed to	364,453	379,346	416,954	422,024
Recharged to Borough Gardens	309,496	327,732	183,264	185,492
Playgrounds	300,700	521,152	33,638	34,047
Sports Pitches	<u> </u>		65,241	66,034
Other Open Spaces	-	-	74,026	74,926
Allotments	3,960	5,928	10,646	10,775
Cemeteries	43,995	40,605	39,953	40,439
Municipal Buildings	7,002	5,081	10,186	10,310
Municipal buildings	364,453	379,346	416,954	422,024
	304,403	3/3,340	+10,504	422,024

EARMARKED RESERVES

		2013/14	3/14		2014/15	4/15	
	Actual	Contribution	Spent	Balance	Contribution	Spent	Balance
	01/04/2013	to Reserve	from Reserve	31/03/2014	to Reserve	from Reserve	31/03/2015
	al.	ri.	al .	4	4	1	
Infrastructure & Equipment	000	9	•	24 000	48 000	5 000	42 000
Cemetenes Repairs & Renewal	006,61	006,61	0	21,000	10,000	200,0	44,000
Municipal Buildings Repairs & Renewal	13,000	13,000	0	26,000	13,000	20,000	19,000
Borough Gardens Repairs & Renewal	5,000	5,000	0	10,000	6,000	0	15,000
Play Equipment R&R (in Holmead Walk)	27,000	12,000	10,000	29,000	12,000	10,000	31,000
Walks Resurfacing & Upgrade	0	25,000	0	25,000	25,000	0	50,000
Vehicles & Equipment Replacement	3,000	16,250	13,250	6,000	17,000	20,000	3,000
Cultural							
Dorchester Arts Festival (Biennial)	2,750	2,750	5,500	0	3,000	0	3,000
Christmas Lights Refresh	2,500	2,500	1,000	4,000	2,500	0	6,500
Town Crier Uniform	299	299	0	598	0	0	598
Other Reserves							
Council Offices Repairs (to be removed)	1,000	1,000	2,000	0	0	0	0
Loan Repayment Reserve	120,000	20,000	0	140,000	20,000	0	160,000
Maumbury Rings S106	15,077	0	15,077	0	0	0	0
Graves in Perpetuity (6 graves)	14,352	14	150	14,216	0	100	14,116
,	219,478	113,313	46,977	285,814	113,500	55,100	344,214



PARKS, GARDENS & OPEN SPACES

CHARGES FOR RECREATIONAL FACILITIES April 2014 – March 2015

<u>TENNIS</u>	Per Court per hour Per Court per hour prior to 12 Noon Monday (except Bank Holidays) Concessionary Per Court per hour Adult Season Ticket – six month Adult Season Ticket – twelve month Concessionary Season Ticket – six month Concessionary Season Ticket – twelve	- Friday	£6.00 £4.50 £3.60 £49.00 £78.00 £33.80 £45.40	£6.20 £4.70 £3.70 £51.00 £81.00 £34.80 £47.00
PUTTING	month Adult per round Children under 16 The prices above are inclusive of V.	AT at 20%	£1.00 50p	£1.00 50p
FOOTBALL	Weymouth Avenue Recreation Ground - Senior Pitch	with showersJunior use	£39.00 £31.70	£40.00 £32.60
	Weymouth Avenue Junior Pitch		£23.50	£24.20
	Weymouth Avenue Mini Pitch		£11.60	£12.00
	Sandringham Sports Centre	Senior PitchJunior Pitch	£39.00 £23.50	£40.00 £24.20
	Sandringham / Hardye's Pitch (Mini Pitches	1 & 2)	£11.60	£12.00
	King's Road Playing Field and The Great Field Junior Pitches		£16.60	£17.10
CRICKET	Evening Matches (6.30p.m. start) Afternoon Matches (2.00p.m 6.00p.m.)		£39.00 £50.90 £31.70	£40.00 £52.50 £32.60
	Artificial wicket (maximum of 2 hours) All Day Matches (11.00a.m 6.00p.m. or 1.00p.m 8.00p.m.)		£11.60 £66.70	£12.00 £68.70
	Sunday Matches (2.00p.m 6.00p.m)		£66.70	£68.70

The prices above are exclusive of VAT



MUNICIPAL BUILDINGS CHARGES

1st APRIL, 2014 until 31st MARCH, 2015

Session Times are based on 8.00a.m - 1.00p.m, 1.00p.m - 5.00p.m and 5.00p.m - 11.00p.m

All prices are exclusive of VAT. A deposit and Performing Right Society Copyright Fee may also be payable. Prices include heating, lighting, public address system, light use of the kitchen and crockery, piano (if booking the Corn Exchange) and a duty caretaker throughout your event.

These charges EXCLUDE Bank Holidays, Christmas Eve and New Years Eve hire which are 'by negotiation'.

Charges in **Bold** are the proposed increased prices

♦ Voluntary or Charitable Organisations

	Session Rate	Hours after 11pm	Hourly Rate
Corn Exchange - Weekday	£84.35 / £86.90	£25.60 / £26.35	£35.60 / £36.65
- Weekend	£105.50 / £108.65	£34.50 / £35.55	£44.40 / £45.75
Dressing Rooms	£33.20 / £34.10		£14.80 / £15.25
(When other functions are on)	£16.50 / £17.00		£14.80 / £15.25
Com Evahongo Kitahan	Full use £34.70 / £35.75		£16.75 / £17.25
Corn Exchange Kitchen	Part Use £19.90 / £20.50		£16.75 / £17.25
Town Hall	£44.40 / £45.75	£25.60 / £26.35	£19.90 / £20.50
Magistrates Room	£33.20 / £34.10	£19.40 / £20.00	£14.80 / £15.25
Council Chamber	£44.40 / £45.75	£25.60 / £26.35	£19.90 / £20.50

♦ Other Non Commercial or Private Events

	Session Rate	Hours after 11pm	Hourly Rate
Corn Exchange - Weekday	£112.10 / £115.50	£28.30 / £29.20	£36.20 / £37.30
- Weekend	£134.40 / £138.50	£34.50 / £35.50	£45.60 / £47.00
Dressing Rooms	£42.25 / £43.50		£17.80 / £18.30
(When other functions are on)	£28.30 / £29.20		£17.80 / £18.30
Court Evolver on Vitaly or	Full use £34.50 / £35.50		£16.75 / £17.25
Corn Exchange Kitchen	Part Use £19.90 / £20.50		£16.75 / £17.25
Town Hall	£55.50 / £57.15	£31.90 / £32.85	£22.20 / £22.85
Magistrates Room	£42.30 / £43.50	£21.20 / £21.80	£17.80 / £18.30
Council Chamber	£55.50 / £57.15	£31.90 / £32.85	£22.20 / £22.85

♦ Civil Weddings/Civil Partnerships

Town Hall/Corn Exch	hange	
	Monday - Thursday	£162 / £167
	Friday - Saturday	£222 / £229

Council Chamber		
	Monday - Thursday	£135 / £139
	Friday - Saturday	£200 / £206

♦ Commercial

	Session Rate	Hours after 11pm	Hourly Rate
Corn Exchange - Weekday	£141.60 / £145.85	£45.60 / £47.00	£61.10 / £62.95
- Weekend	£175.50 / £180.75	£58.20 / £60.00	£77.70 / £80.00
Dressing Rooms	£54.40 / £56.00		£22.90 / £23.60
(When other functions are on)	£41.10 / £42.35		£22.90 / £23.60
Cown Ewahamaa Vitaham	Full use £35.60 / £36.65		£17.25 / £17.75
Corn Exchange Kitchen	Part Use £21.15 / £21.75		£17.25 / £17.75
Town Hall	£77.70 / £80.00	£45.60 / £47.00	£34.50 / £35.50
Magistrates Room	£54.50 / £56.15	£33.40 / £34.40	£22.90 / £23.60
Council Chamber	£77.70 / £80.00	£45.60 / £47.00	£34.50 / £35.50



BOROUGH GARDENS HOUSE AND WEYMOUTH AVENUE PAVILION CHARGES

1st APRIL, 2014 until 31st MARCH, 2015

Session times for the Borough Gardens House are 8.00am - 1.00pm, 1.00pm - 5.00pm and 5.00pm - 11.00pm (on request only).

Session times for Weymouth Avenue Pavilion are 8.00am -1.00pm, 1.00pm -4.00pm and by agreement in the evening – the Pavilion is not available to hire on Tuesdays or Wednesday morning.

All prices are exclusive of VAT. A deposit and Performing Right Society Copyright Fee may also be payable. Prices include heating, lighting and light use of the kitchen.

These charges EXCLUDE Bank Holidays, Christmas Eve and New Years Eve hire which are by negotiation.

Prices in **Bold** are the proposed increased charges.

♦ Voluntary or Charitable Organisations

	Session Rate	Hours after 11pm	Hourly Rate
Borough Gardens House	£39.00 / £40.00	£22.20 / £22.90	£17.80 / £18.30
Weymouth Avenue Pavilion	£33.20 / £34.10	£19.40 / £20.00	£14.80 / £15.25

♦ Other Non Commercial or Private Events

	Session Rate	Hours after 11pm	Hourly Rate
Borough Gardens House	£49.00 / £50.00	£26.70 / £27.50	£20.00 / £20.60
Weymouth Avenue Pavilion	£42.30 / £43.50	£21.20 / £21.80	£17.80 / £18.30

♦ Commercial

	Session Rate	Hours after 11pm	Hourly Rate
Borough Gardens House	£66.70 / £68.70	£39.00 / £40.00	£27.80 / £28.65
Weymouth Avenue Pavilion	£54.50 / £56.15	£33.40 / £34.40	£22.90 / £23.60

Dorchester, Fordington and Poundbury Cemeteries

FEES, PAYMENTS AND SUMS WITH EFFECT FROM 1st APRIL, 2014

INTERMENTS	Existing	Proposed
A For the interment of the body of:		
a) a stillborn child or a child whose age at the time of death did not exceed 2 years (for the Green Burial Area at Poundbury an additional £10 will be charged)	£65.00	£67.00
b) a child whose age at the time of death exceeded 2 years but did not exceed 12 years (for the Green Burial Area at Poundbury an additional £10 will be charged)	£138.00	£142.00
c) a person whose age at the time of death exceeded 12 years (for the Green Burial Area at Poundbury an additional £10 will be charged)	£293.00	£302.00
d) for the interment of a casket of ashes (for the Green Burial Area at Poundbury an additional £10 will be charged)	£98.00	£101.00
B Graves in respect of which an exclusive right of burial granted:		
For an interment over the depth of 1.8 metres, an additional charge of for each 30cm dug (graves at Poundbury Cemetery will be dug to 2.7 metres for which no additional charge be made)	£50.00	£52.00
SCATTERING OF ASHES		
a) Scattering of ashes under turf on a grave	£52.00	£54.00
b) Scattering of ashes in the Garden of Remembrance	£19.00	£20.00
c) Dispersal of ashes in the pit at Poundbury	£52.00	£54.00
EXCLUSIVE RIGHTS OF BURIAL IN EARTHEN GRAVES		
For the grant of an exclusive right of burial for 100 years in an earthen grave:		
a) 2.7 metres by 1.2 metres (3.0 metres by 1.5 metres at Poundbury)	£466.00	£480.00
b) Ashes and children's plots (where available)	£150.00	£155.00
USE OF SOUTH CHAPEL, DORCHESTER CEMETERY	£105.00	£108.00
SEARCH FEES		
For the first thirty minutes	No Charge	
For the first hour or part thereafter	£25.00	£26.00
For each subsequent hour or part	£21.00	£22.00

Casket type coffins

Double fees will be charged for casket type coffins.

Stillborn children

Single fees will be charged for the interment and grave digging for stillborn children regardless of whether either parent is a resident of the area administered by the Committee.

Non-residents

The fees, payments and sums settled and fixed in the foregoing charges will be doubled where the person to be interred, or the person to whom the right is granted is, or was immediately before death, not an inhabitant or parishioner of those parts of the parishes of Dorchester or Winterborne Herringston within the area for which Dorchester Joint Burial Committee acts, excepting that any person who has resided within the area administered by the Joint Committee within the previous **ten** years or was a resident of that area for at least **twenty-five** years will be subject to the charges set out.

MONUMENTS, GRAVESTONES, TABLETS AND MONUMENTAL INSCRIPTIONS

Single fees apply to all fees for memorials

For the right to erect or place:

a)	a headstone, footstone or a monument in any other form on a grave -		
	- where the exclusive right of burial has been granted	£117.00	£120.00
	- where the exclusive right of burial has not been granted (not available at Poundbury)	£150.00	£155.00
b)	a flat stone at Dorchester or Fordington not exceeding 1.8 metres by 0.9 metres which must not project above ground level – (not permitted in the Lawn Area at Poundbury)		
	- where the exclusive right of burial has been granted	£150.00	£155.00
	- where the exclusive right of burial has not been granted	£205.00	£211.00
c)	a flat stone at Poundbury not exceeding 2.075 metres by 0.875 metres (only available where the exclusive right of burial has been granted and in the traditional area)	£185.00	£190.00
d)	a tablet measuring 25 centimetres by 20 centimetres in the North Chapel of Dorchester Cemetery or on the wall in Dorchester Cemetery	£80.00	£83.00
e)	a flat stone not exceeding 30 centimetres by 30 centimetres which must not project above ground level in the Garden of Remembrance at Fordington Cemetery	£80.00	£83.00
f)	an inscription, after the first, on a gravestone, tablet or other memorial (for each deceased)	£42.00	£44.00
	N.B. For this fee an additional inscription is defined as an inscription added to an existing memorial. Any additional stones are defined as a new memorial		
g)	a flat stone at Dorchester or Fordington not exceeding 90 centimetres by 60 centimetres which must not project above ground level -		
	- where the exclusive right of burial has been granted	£80.00	£83.00
	- where the exclusive right of burial has not been granted	£107.00	£110.00
h)	a memorial at Poundbury not exceeding 60 centimetres by 60 centimetres by 60 centimetres (only available where the exclusive right of burial has been granted and in the cremation section)	£80.00	£83.00
i)	children's memorials not exceeding 60 centimetres by 60 centimetres by 60 centimetres (only available where the exclusive right of burial has been granted in the children's area at Poundbury)	£80.00	£83.00
j)	brass or bronze plaques 15.8 centimetres by 10 centimetres (only available at Poundbury)	£80.00	£83.00

MANAGEMENT COMMITTEE - 14th January, 2014

EXCLUSIVE RIGHT OF BURIAL

To note that grants of Exclusive Right of Burial have been issued for the following grave spaces:

Name	Grant No:	Grave Number		
Dorchester Cemetery				
John & Gwendoline Darling	2827	1947/C		
Poundbury Cemetery				
Frances Yvonne Riggs	2824	460(T)		
Esme Christine Short	2825	163 (L)		
Shane Lavis (Children's)	2826	11		
Michael Philip Dutton	2828	1320		
John Herring	2830	204(L)		
Fordington Cemetery				
Gillian Rose Clifton	2829	GOR 64		

INTERMENTS AND BURIAL OF ASHES

14th January 2014

Set out below for the information of the Committee are details of the interments since the last meeting of the Committee:

Date	Time	Deceased	Dorchester Interments	Dorchester Ashes	Garden of Remembrance	South Chapel	Fordington Interments	Fordington Ashes	Garden of Remembrance	Poundbury Interments Trad	Poundbury Interments Lawn	Poundbury Interments Green	Poundbury Ashes Trad	Poundbury Ashes Lawn	Poundbury Ashes Green	Poundbury Chamber/Child
23.11.13	12.30PM	GRACE CROOK			✓											
P.I.A.	-	FRANCIS YVONNE RIGGS								✓						
20.11.13	2.00PM	PAMELA SHUTLER												✓		
22.11.13	12.30PM	SHANE LAVIS (S.B)														✓
27.12.13	11.30AM	GWENDOLINE BARTLETT		✓												
12.12.13	2.00PM	AGNES MALONEY			✓											
12.12.13	11.15AM	MARY DUTTON										✓				
18.12.13	12.15PM	JOAN PEARCE									✓					
19.12.13	1.15PM	LEONARD FRANK WHITE								✓						
20.12.13	10.00am	SYLVIA HERRING (GRASSBY DUG)									✓					
20.12.13	12.15PM	JOHN MCINTOSH	✓													
23.12.13	1.45PM	DEREK OWEN GATES								✓						
27.12.13	11.30AM	GWENDOLINE BARTLETT		✓												

MANAGEMENT COMMITTEE 14th January 2014

November/December 2013 Report

MUNICIPAL BUILDINGS MONITORING REPORT

• Generally: The table below shows figures of the number of events held, with comparisons between this year and last year. These events are individually counted so for example if we had a booking for one week it would only count as one event.

	NOVEMBER	NOVEMBER	FOC	DECEMBER	DECEMBER	FOC
	2012	2013 – PAID		2012	2013 - PAID	
Corn Exchange	14	18	0	15	13	2
Dressing Room	2	4	0	2	2	0
Town Hall	17	9	2	14	8	1
Magistrates Room	7	7	5	3	4	2
Council Chamber	-	1	10	-	1	2
Overall Total	40	39	17	34	28	7
Weymouth Avenue Pavilion	7	9	0	3	5	1
Borough Gardens House	6	4	0	2	6	2

	01	02	03	04	05	06	07	08	09	10	11	12	13	14	15
Civil Weddings	12	20	22	23	29	32	29	36	24	19	16	23	13	14	
Civil Partnerships					1	3	1	1	2	3	-	1	1	1	

INCOME

	NOVI	EMBER	DECEN	IBER
	2012	2013	2012	2013
	£	£	£	£
Corn Exchange	3127.94	3200.55	2953.14	2735.06
Dressing Rooms	226.10	481.14	113.00	116.10
Town Hall	1458.56	868.14	1558.60	826.82
Magistrates Room	620.84	567.93	209.14	421.81
Council Chamber	-	60.90	-	33.20
Overall Total £	5433.44	5178.66	4833.88	4132.99
2013/2014 Cumulative Total £		35665.34		39798.33
Percentage of Estimated Income 2013/14		55.2%		61.6%
	-	-	-	-
Weymouth Avenue Pavilion	423.00	612.48	163.40	312.91
Borough Gardens House	305.00	298.90	645.06	448.53
	Nove	nber		
Bar Franchise 10%	352.71	312.20	420.47	312.20

<u>Usage/Occupancy</u> The following charts show the usage of all the rooms available. This is shown by the type of the event showing number of sessions used not the number of event. Subsequently if an event is all day it will appear more than just a morning event.

November 2013	Corn E	Exchange	Dressing	g Rooms	Town	n Hall	Magistra	tes Room	C. Cha	amber
	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013
Shows/Performances	9 + 2hr	4			2	-				
Live Music Events	-	-			-	-		-		
Farmers Markets/Sales	2	-			4	-	9	5		
Commercial Bookings	4	3	-	-	-	-	-	-	-	-
Birthday/Socials	-	2			-	-	-	-	-	-
Dance Classes	3	5 + 5hr			13 + 1hr	5	-	-		
Wedding Receptions	-	-			-	-		-		-
Wedding Ceremonies	-	-			-	-			-	-
Training Events	-	-	-	11	4 + 4hrs	3 + 15 hrs	6	2	-	-
Meetings	8 + 6hrs	9	10	4	7	7	4	8	-	1
Exhibitions	-	3	-	-	2	-	-	1	-	-
Total:	26 +8hr	26 +5hrs	10	15	33+5hr	15 +5hr	19	16	-	1
Income £	3127.94	3200.55	226.10	481.14	1458.56	868.14	620.84	567.93	0.00	60.90

December 2013	Corn E	Exchange	Dressing	g Rooms	Tow	n Hall	Magistra	tes Room	C. Ch	amber
	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013
Shows/Performances	5	3			-	-				
Live Music Events	-	-			-	-				
Farmers Markets/Sales	4	-			-	-	6	3		
Commercial Bookings	-	4	-	-	-	-	-	-	-	-
Birthday/Socials	2+ 1hr	1			-	-	-	-	-	-
Dance Classes	4+3hr	4+5hr			6	5	-	-		
Wedding Receptions	1+2hr	ı			-	ı		-		
Wedding Ceremonies	1	•			2	•			-	-
Training Events	1	-	3	1	9hr	3 +12hr	-	6	-	-
Meetings	6	7	1	3	15	7	1	3	-	1
Exhibitions	-	2	-	-	-	-	-	-	-	-
Total:	23+6hr	21+5hr	4	4	23+9hr	15+12hr	7	12	-	1
Income £	2953.14	2735.06	113.00	116.10	1558.60	826.82	209.14	421.81	0.00	33.20

DORCHESTER MUNICIPAL BUILDINGS

Planned Maintenance/Projects and Urgent Works

14th January 2014

Corn Exchange

- ❖ Stage Units Serviced Sico Europe Limited 27th April 2010 24th October 2010 27th

 October 2011 October 2012 October 2013 (3 Year Service Contract 2008-2011) new

 contract 2012-2015.
- Floor needs some minor repairs September 2013
- Stage Lights PAT Tested Completed March 2008 Stage Electrics Completed Nov. 2010 Completed 1st November 2011 Completed 31st October 2012 Receiving Quotes for 2013
- ❖ LED Lighting for Corn Exchange purchased and installed Completed December 2011
- Corn Exchange Miscellaneous item PAT Tested Terry Morrison Completed: May 2012
 October 2013
- Corn Exchange Dimmers replace all dimmer packs and controls for the Corn Exchange Lighting – Completed - May 2013
- Replace broken blinds and electric motors Crystal Blinds Completed October 2010 faulty June
 - 2013 Town Hall Keepers repaired
- ❖ Boiler Serviced Asbury's March 2011- replaced minor parts September 2011 March 2013
- ❖ Stage curtains repaired Completed December, 2011 repaired August, 2013.
- ❖ Follow up ProDub Licensing requirements for the Corn Exchange Completed March 2013 not

Required

- New Wi-Fi Installed
- ❖ Microphones replace missing buttons Completed May 2013
- ❖ Install new Blu-Ray DVD Player Andy Worth March 2013
- Cleaning of Stretched Fabric Systems Corn Exchange cleaned and dusted as carefully as could to avoid any damage– February 2013 + Servicemaster contacted to see if they can clean to a better

standard in accordance with the fabric system, which they could not – Property Management and Maintenance Panel advised on painting the fabric with microporous paint – seeking advice

Kitchen

- All Appliances Serviced
- Food Hygiene Inspection carried out under the Food Hygiene (England) regulations 2006 Act new inspection not required informed April 2012
- WDDC carried out a physical inspection of kitchen, bar, cellar and toilets all found to be in good order and clean. Extra storage was recommend in the kitchen Purchased new cabinet January 2009
- ❖ Ventilation System Serviced Rentokill 31st October 2011 (Re-negotiated contract from April 2008 – reduced by £140.00 per year) – Contract for Bar and Toilet Ventilation Cleaning to be negotiated – January 2010 – completed – 31st October 2011 – 28th October 2012 – 27th October 2013
- Clearwater to clean and disinfect water tanks Completed October 2008
- Legionnaire Testing Peter Mullins monitoring some changes needed to existing plumbing to comply with legislation – completed April 2009 and ongoing inspections
- Steam Cleaner purchased October 2009
- ❖ Deep Clean Kitchen once a year Rentokill completed November 2010 completed November 2011- completed November 2012 – completed November 2013
- ❖ Light diffusers replaced February 2013

Magistrates Room

- New flooring quote being obtained on hold deteriorating, also in main lobby February 2013
- New blinds to be installed Damers Blinds Completed 4th November 2013
- Contacting English Heritage regarding wall colour change restrictions to a Grade II listed interior
- New tables purchased to improve appearance of room (8 old tables removed)

 Need to start replacing old for new many tables have damaged tops replace 8 badly damaged tables in Mag. Room Japanese Beech GP58 2L1830x760 6ft x ft investigating costs refurbishing existing tables

Town Hall

- Window hinge loose Investigate Companies & cost repaired June 2013
- ★ Kitchen total refurbishment completed May 2010
- Windows some glass panels need replacing cracked arranging quotes July 2009 completed November 2011
- Scaffold erected to paint higher level October 2009 Completed April 2010
- Dumbwaiter parts replaced and serviced Completed April 2011
- Renewal to 5 year clock contract Smiths of Derby ends: 31st December 2016

Ground Floor Lavatories

- ★ Total refurbishment tenders received September 2009 work commenced 30th September 2009 – Work Completed 17th November 2009
- Safety strips added to the door hinges to prevent accidents safety measure Completed January 2013
- ❖ Investigate urinal fresh mats for men lavatories costs v toilet blocks

Council Chamber

- Flags to be cleaned County Cleaners Completed 28th October 2009 (9 Flags)
- Infra red hearing system to be serviced checked by Town Hall Keepers November 2012
- Re-paint Wall Completed June 2010 November 2012

Stairway to Town Hall

- Dorchester Stitchers, Dorset Jurassic Coast hangings to be hung at high level left of the window on the landing - Completed - April 2012
- ❖ Lift needs new parts fitted Completed January 2014

Bar

- New Bar Franchise let as from 1st July 2010 King's Arms due to be extended to June 2015 on completion of improvements to bar area Completed August, 2013
- ❖ Alterations to bar in conjunction with new Franchisee *June 2010*
- ❖ Ventilation to be cleaned Completed February 2013
- New Flooring installed *completed June 2013*

Boilers

- Replaced new maintenance contract three year contract to A. P. Chant to service the boilers during each April for 2014-2016 on all four Municipal Buildings boilers (this has produced a saving of £400 per year on Asbury 3 year quote)
- ♣ Boilers serviced March 2013
- Replace faulty Pressurisation Unit completed September 2008 new fan October 2009
- First Floor inside of boiler reported to be in poor condition obtaining quotes P. Mullins May 2012
- Fan needs replacing and spares for main boiler ordered March 2013

Exterior Roof

- ★ Town Hall roof leaking in bad weather tile missing replace a.s.a.p. to see if this is where the leak is generating from – Completed – November 2012
- Repairs required to ventilation cowls Roger Burgess Ltd investigating when scaffolding present. Also repairs to the remainder of the Corn Exchange roof Cowls being replaced January 2010 completed. Some tiles replaced. Lightning Conductor tested and completed February 2013
- Routine Gutter clean Town Hall Keeper March 2013
- Leak near dressing rooms flat roof contract let for repair October 2012 completed Weatherby Roofing Ltd – November 2012
- ❖ Roof tiles replaced during restoration works completed August 2013

<u>General</u>

- ❖ To implement RBS computerised room bookings as recommended by the Council's Internal Auditor January 2013 – funding from 2012/2013 budget – completed 2013
- Energy saving light bulbs Purchased
- Full NICEIC Test and Inspection of the Electrical Installation Complete Andy Whitty -October 2012
- Fire alarm and Emergency Lighting Test quarterly & annual Complete Andy Whitty Ltd May 2009 May 2010 December 2011 -

Implementing Fire Risk Assessments

Arrange training for town hall keepers – November 2007 – Manual Handling/First Aid – Complete

Arrange training for Fire Safety Training and COSHH – April 2010

Arrange training for the Sound/Projector & Laptop Equipment for all users of the Corn Exchange that would like to attend, Town Hall Keepers/Julie – Completed - November 2009 with Multi-Media – Andy Bagwell - Evac training, manual handling training, etc – March 2013 Update to training:

Fire Marshall Training completed by Andy Bagwell, James Simpson and John Banks – November 2013

- Town Hall Keepers to update the Technical Specification Guide for the Corn Exchange. Also to provide additional training to the Town Hall Keepers on the Lighting Desk – Completed August 2013
- Update car park gates to comply with new frequency and health and safety guidelines Completed – February 2012 - a new one year contract with Trident Access from December 2013
- Replace various broken fixtures and fittings
- ❖ Painting needed in various areas scaffolding in Town Hall 25th October 2 weeks. Outside painting already started October 2009 February March 2010 April 2012.
- ❖ General maintenance in accordance with Town Hall Keepers manual and building maintenance schedule
- Service clocks Town Hall (Corn Exchange clock) new strike controller being fitted completed March 2008 – parts replaced – February 2010 – February 2011- November 2011- November 2012

- ❖ Corn Exchange internal clock faulty Fred Burgess servicing June 2010/February 2013
- ❖ Renew civil wedding license Completed August 2013
- Personal Appraisal and Development interviews Completed September/October 2008 Personal Appraisals December 2011- March 2012 March 2013
- New Cigarette Bins to be placed outside of the North Square entrance and by the bins -Completed – Summer 2009 – replaced January 2013
- Regular weekly inspections being undertaken by Municipal Building Administrator
- Asbestos Survey completed August 2009
- ❖ Booking Form updated to include the clause that the booking will be cancelled if the booking form and any necessary Public Liability Forms are not returned within 7 days of the date of hire. Also, if no PLI then a separate form has to be filled in − liability to hirer
- Carry out appropriate health surveillance, if necessary or required by COSHH, purchase necessary equipment from SETON – October 2009 – Completed November 2009
- Monitor the exposure of employees to hazardous substances, if necessary.
- Fire Evacuation Procedures Instructions to Town Hall Keepers and Hirers implemented.
- ❖ Town Hall Keepers Fire Safety Training Induction reminder.
- ❖ Fire Log Book to record all necessary fire records and checks. Town Hall Keepers, Andy Whitty Ltd and Rapid Fire Protection
- ❖ Evac. Chairs ordered so as to enable speedy evacuation of disabled people from the Town Hall and Council Chamber Evac. Chair training: Completed: Wednesday 24th August 2011.

 Additional training required by Mr A. Bagwell
- ❖ H & S in the workplace training Kingston Maurward 28th September, 2011 & February 2012.
- * Rentokill quoting for Ventilation Duct Cleaning in Dressing Rooms. Etc.
- ❖ Paint work on back exterior to the Corn Exchange when scaffold in situ
- Upholstery cleaner (bulk) to clean chairs
- Purchase Telescopic Pole high level cleaning/cobwebs
- Remove and wash covers from Town Hall Oriel Seat Julie
- Contract let for external stonework repairs work completed.
- ❖ Replace general lights with LED's underway

MANAGEMENT COMMITTEE – 14th JANUARY, 2014

DIRECT DEBITS FOR NOVEMBER AND DECEMBER 2013

Date	Details	Gross (£)	Net (£)
15 Nov 2013	Salaries Telepay	30,719.24	
25 Nov 2013	Service Charges	10.00	
28 Nov 2013	Service Charges	62.80	
28 Nov 2013	Service Charges	25.45	
	Total for month	30,817.49	
13 Dec 2013	Salaries Telepay	29,290.23	
23 Dec 2013	Service Charges	10.00	
27 Dec 2013	Service Charges	59.59	
27 Dec 2013	Service Charges	30.86	
	Total for month	29,390.68	
	TOTAL FOR PERIOD	£60,208.17	

Signed:-
Chairman
Vice-Chairman
Date

Dorchester Town Council Day Books: Paid Invoices (Summary)

Supplier Reference From :

Supplier Reference To: ZZZZZZZZ

Payment Date From: 01/11/2013 Payment Date To: 31/12/2013

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<u>Number</u>	Date	Account Ref	Inv Ref	Last Pay Date	Pay Reference	Net Amount	Tax Amount	Gross Amount	Amount Paid this Period
67263	17/09/2013	RENTOKIL	70574477	28/11/2013	029868	116.96	23.39	140.35	140.35
67426	21/10/2013	RGSPILLE	IN020111	28/11/2013	029869	1048.50	209.70	1258.20	1258.20
67479	30/10/2013	KEOGHSLL	9203987	05/11/2013	029830	144.90	0.00	144.90	144.90
67671	05/11/2013	JACKSONS	023088	28/11/2013	029857	510.00	102.00	612,00	612.00
67672	31/10/2013	JACKSONS	22831	28/11/2013	029857	291.03	58.21	349.24	349.24
67673	31/10/2013	LYRECOUK	6390187774	28/11/2013	029861	171.24	34.25	205.49	205.49
67674	30/11/2013	TVLICENS	3446823326	30/11/2013	029889	145.50	0.00	145.50	145.50
67675	30/11/2013	TVLICENS	3446821870	30/11/2013	029889	145.50	0.00	145.50	145.50
67676	05/11/2013	CONSORTI	9442594	28/11/2013	029841	55.64	11.13	66.77	66,77
67677	13/06/2013	SECURITY	85093	28/11/2013	029872	62.25	12.45	74.70	74.70
67678	06/11/2013	TAYLORJA	2700	28/11/2013	029880	50.00	0.00	50.00	50.00
67679	06/11/2013	TAYLORIA	2700	28/11/2013	029880	43.50	0.00	43.50	43.50
67680	06/11/2013	TAYLORJA	2700	28/11/2013	029880	5.00	0.00	5.00	5.00
67681	02/11/2013	JOYS	001424	28/11/2013	029859	15.40	0.00	15.40	15.40
67682	09/09/2013	CHUBBFIR	4195608	28/11/2013	029840	870.48	174.10	1044.58	1044,58
67683	01/11/2013	CARTERUT	414891	28/11/2013	029838	96.36	19.27	115.63	115.63
67684	01/11/2013	CARTERUT	414891	28/11/2013	029838	59.44	11.89	71.33	71.33
67685	01/11/2013	CARTERUT	414891	28/11/2013	029838	35.00	7.00	42.00	42.00
67686	01/11/2013	CARTERUT	414891	28/11/2013	029838	10.50	2.10	12.60	12.60
67687	01/11/2013	CARTERUT	414891	28/11/2013	029838	10.50	2.10	12.60	12.60
67688	01/11/2013	CARTERUT	414891	28/11/2013	029838	35.00	7.00	42.00	42.00
67689	01/11/2013	CARTERUT	414891	28/11/2013	029838	10.56	2.11	12.67	12.67
67690	01/11/2013	CARTERUT	414891	28/11/2013	029838	10.50	2.10	12.60	12.60
67692	21/11/2013	SWCOUNCI	0000061621	28/11/2013	029879	450.00	90.00	540.00	540.00
67693	27/11/2013	UNISON	UNION	28/11/2013	029883	21.10	0.00	21.10	21,10
67694		FIRSTDOR	CREDIT	28/11/2013	029849	110.00	0.00	110.00	110.00
	27/11/2013	BATMINKD	SIN078542	28/11/2013	029834	3267.27	653,45	3920.72	3920.72
67695	05/11/2013	GMB	UNION	28/11/2013	029851	11.92	0.00	11.92	11.92
67696	27/11/2013	DCC	PENSION	28/11/2013	029844	8326.15	0.00	8326.15	8326.15
67697	27/11/2013	WDDCREVE		28/11/2013	029886	123.17	0.00	123.17	123.17
67698	27/11/2013		261167188 261167188		029886	108.39	0.00	108.39	108.39
67699	27/11/2013	WDDCREVE	PAYE	28/11/2013 28/11/2013	029856	3465.90	0.00	3465.90	3465.90
67700	27/11/2013	INLANDRE	NI		029856	4036.30	0.00	4036,30	4036.30
67701	27/11/2013	INLANDRE		28/11/2013				700.00	700.00
67702	04/11/2013	DAMERSBL	1235	28/11/2013	029843	583.33	116.67 12.42	74.50	74.50
67703	12/11/2013	SHOETREE	48	28/11/2013	029873	62.08		35.00	35.00
67704	09/11/2013	INFORMAT	Z7416358	28/11/2013	029855	35.00	0.00 74.22	445.32	445.32
67705	12/11/2013	SAGESOFT	1007289347	28/11/2013	029870	371.10			343.76
67706	19/11/2013	PITNEYBO	20652398	28/11/2013	029866	286.47	57.29	343.76	
67707	24/11/2013	WDDC	0041158995	28/11/2013	029885	180.00	0.00	180.00	180.00
67708	07/11/2013	BTPLC	Q091AK	28/11/2013	029837	12.86	2.57	15,43	15.43
67709	07/11/2013	BTPLC	Q091AK	28/11/2013	029837	13.50	0.00	13.50	13.50
67710	12/11/2013	BTPLC	Q0281Z	28/11/2013	029837	12.12	2.42	14.54	14.54
67711	12/11/2013	BTPLC	Q0281Z	28/11/2013	029837	13.50	0.00	13.50	13.50
67712	04/11/2013	BTPLC	ST64618147	28/11/2013	029837	319.00	63.80	382.80	382.80
67725	15/10/2013	CORONAEN	08735302	28/11/2013	029842	41.73	2.09	43.82	43,82
67726	16/11/2013	CORONAEN	08810582	28/11/2013	029842	91.17	4.56	95.73	95.73
67727	15/10/2013	CORONAEN	08735303	28/11/2013	029842	57.50	4.56	62.06	62.06
67728	16/11/2013	CORONAEN	08810597	28/11/2013	029842	52.26	2.61	54.87	54.87
67729	16/11/2013	CORONAEN	08810611	28/11/2013	029842	73.07	3.65	76.72	76.72
67730	07/11/2013	NEWSCOM	8376140	28/11/2013	029862	111.60	22.32	133.92	133,92
67731		ANDYWORT		28/11/2013		80.00	0.00	80.00	80.00
67732	06/11/2013		167295	28/11/2013	029835	11.03	2.21	13.24	13.24
57733	20/11/2013		168098	28/11/2013		9.59	1.92		11.51
67734	21/11/2013	BREDYAGR	168198	28/11/2013		21.84	4.37	26.21	26.21
67735	14/11/2013			28/11/2013		679.00	135.80	814.80	814.80
67736	31/10/2013			28/11/2013	029860	155.22	31.04	186.26	186,26
67737	31/10/2013			28/11/2013	029860	158.76	31.75	190.51	190.51
67738	07/10/2013	SCATS	61765256	28/11/2013	029871	16,40	3.28	19.68	19.68
67739	10/10/2013		61766254	28/11/2013	029871	155.65	31.13	186.78	186.78
67740	16/10/2013	SCATS	61768612	28/11/2013	029671	52.05	10.41	62.46	62.46

<u>Dorchester Town Council</u> <u>Day Books: Paid Invoices (Summary)</u>

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67744 21/16/2013 SCATS 6174688 28/11/2013 029867 90.00 18.00 18.00 18.00 18.00 18.00 18.00 67743 31/16/2013 SIMONNOO 105.00 18	Tran Number	Date	Account Ref	Inv Ref	Last Pay Date	Pay Reference	Net Amount	Tax Amount	Gross Amount	Amount Paid this Period
67748 31/10/2013 SIMONO 57550 28/11/2013 029874 363.36 72.71 436.72 436.27 50.774 31/10/2013 RENEMES DISOZ 29/11/2013 029814 00.00 98.00 9	67741	31/10/2013	SCATS	61774638	28/11/2013	029871	29.17	5.83	35.00	35.00
67744 31/0/2013 ISMONMOO 57550 28/11/2013 029814 363.56 72.71 456.27 456.27 67746 67/11/2013 IGMONMOO 57550 29/11/2013 029816 62.46 8.49 50.95 50.95 50.95 67746 67/14/2013 IGMONMOO 500.0 198.00 588.00 588.00 67747 05/11/2013 IGMONMOO 500.0 198.00 198.00 67747 05/11/2013 IGMONMOO 500.0 198.00 198.00 198.00 67746 05/11/2013 IGMONMOO 500.0 198.00	67742		PORTLAND							
67744 05/11/2013 IREMERS D1 602 2911/2013 029891 49.000 98.00 58.00 58.00 67746 05/11/2013 ICBRINIOL 1199/13 2811/2013 029891 49.000 98.00 58.00 58.00 67747 05/11/2013 ICBRINIOL 1199/13 2811/2013 029894 234.74 46.95 281.69 281.69 67749 05/11/2013 0CC 2800019033 2811/2013 029894 234.74 46.95 60.36 60.36 60.36 67.74 05/11/2013 0CC 2800019033 2811/2013 029895 154.80 30.96 185.76 185.76 67750 05/11/2013 0CC 2800019033 2811/2013 029895 154.80 30.96 185.76 185.76 67755 19/11/2013 OCC 2800019033 2811/2013 029895 154.80 30.96 185.76 185.76 67755 19/11/2013 SOUTHELE 3153797897 2811/2013 029895 154.80 30.96 185.76 185.76 67753 20/11/2013 SOUTHELE 5153798180 20/11/2013 157405308 125.32 6.27 131.59 131.59 67753 20/11/2013 SOUTHELE 98410530 20/11/2013 157405308 125.32 6.27 131.59 131.59 67753 20/11/2013 SOUTHELE 98410530 20/11/2013 157405308 24.02 1.26 25.22 25.22 75.22 75.72 18/11/2013 SOUTHELE 98410530 28/11/2013 029876 625.44 31.77 655.71 655.71 67575 18/11/2013 SOUTHELE 98410530 28/11/2013 029876 625.44 31.77 655.71 655.71 67575 18/11/2013 SOUTHELE 98410530 28/11/2013 029876 625.44 31.77 655.71 655.71 67575 18/11/2013 SOUTHELE 98410530 28/11/2013 029876 625.44 31.77 655.71 67578 21/11/2013 SOUTHELE 98410530 28/11/2013 029876 625.44 31.77 655.71 67578 21/11/2013 SOUTHELE 88410530 28/11/2013 029876 625.44 07.07 6759 21/11/2013 SOUTHELE 98410530 28/11/2013 029876 44.07 4.07 4.07 4.07 4.07 4.07 4.07 4.0										
67744 67,11/2013 CNC 28001903 2811/2015 02981 490.00 99.00 98.00 588.00 67747 05/11/2013 CNC 28001903 2811/2015 029845 50.30 10.06 60.36 60.36 67.748 05/11/2013 CNC 28001903 2811/2015 029845 50.30 10.06 60.36 60.36 67.748 05/11/2013 CNC 28001903 2811/2015 029845 50.30 10.06 60.36 60.36 67.759 05/11/2013 CNC 28001903 2811/2013 029845 154.80 30.96 185.76 185.76 67750 05/11/2013 CNC 28001903 2811/2013 029845 154.80 30.96 185.76 185.76 67751 19/11/2013 SOUTHELE 341159600 20/11/2013 50/11/2013 SOUTHELE 341159600 20/11/2013 50/11/2013 SOUTHELE 4155266 28/11/2013 50/11/2014 SOUTHELE 59/14/2013 28/11/2013 50/14/2013 50/14/2013 SOUTHELE 59/14/2013 28/11/2013 50/14/2013 50/										
67749 67,11/2013 CCC 280001903 28/11/2015 029945 53.01 0.06 60.36 60.36 60.36 67.74 67.74 07.11/2013 CCC 280001903 28/11/2015 029945 523.03 46.41 278.44 278.44 67.74 67.71/2015 CCC 280001903 28/11/2015 029945 53.01 0.06 60.36 60.36 67.75 19/11/2015 CCC 280001903 28/11/2015 029945 57.11 11.42 68.53 68.53 68.53 67.75 19/11/2013 CCC 180035397 28/11/2015 029945 57.11 11.42 68.53 68.53 68.53 67.75 19/11/2013 SOUTHELE 3513573600 20/11/2013 19/29945 17.51 11.42 68.53 68.53 68.53 67.75 19/11/2013 SOUTHELE 9513573600 20/11/2013 18/157405308 125.52 6.27 131.59 131.59 67.75 20/11/2013 SOUTHELE 9513573600 20/11/2013 18/157405308 125.52 6.27 131.59 131.59 67.75 20/11/2013 SOUTHELE 9513573600 20/11/2013 18/29945 625.44 31.27 656.71 656.71 67.75 20/11/2013 SOUTHELE 951405303 28/11/2013 629876 625.44 31.27 656.71 656.71 67.75 20/11/2013 SOUTHELE 951405303 28/11/2013 629876 625.44 31.27 656.71 656.71 67.75 20/11/2013 SOUTHELE 951405303 28/11/2013 629876 44.07 2.0 2.0 4.0 2.0 2.0 2.0 2.0 2.0 2.0 2.0 2.0 2.0 2										
67748 67,11/2013 CCC 280001903 28/11/2013 029945 50.30 10.06 60.36 60.36 67748 67749 05,11/2013 CCC 280001903 28/11/2013 029945 154.80 30.96 64.1 278.44 278										
67749 05;11/2013 DCC 280001933 28/11/2013 029945 154,80 30.95 158,80 30.95 6755 05;11/2013 DCC 280001933 28/11/2013 029945 57.11 11.42 68.53 68.53 68.75 175 1911/2013 DCC 180001933 28/11/2013 029945 57.11 11.42 68.53 68.53 68.75 175 1911/2013 DCC 180001933 28/11/2013 029945 1125,00 0.00 1125,00 1125,00 1125,00 1125,00 67752 29/11/2013 SOUTHELE 3115981800 20/11/2013 4157406308 125,32 6.27 131,59 131,59 67753 29/11/2013 SOUTHELE 31562168 28/11/2013 029945 65.70 12.5									11/1/2015/2015	
67759 19/11/2013 DCC 280001933 28/11/2013 029845 15/10 11.15/20 11.15		TOTAL STREET,								
67751 9 11/2013 SOUTHELE 31552169 28 11/2013 029845 57.11 11.42 68.53 68.53 69.755 29 11/2013 SOUTHELE 31552169 28 11/2013 029845 1125.00 0.00 1125.00 1125.00 1125.00 67752 29 11/2013 SOUTHELE 31552169 28 11/2013 029857 625.44 31.27 656.71 656.71 65755 29 11/2013 SOUTHELE 31552169 28 11/2013 029857 66.60 33.36 69.33 69.93										
67751. 19/11/2013 DOCT 1800353879 28/11/2013 029845 1125.00 0.00 1125.00 1125.00 67752. 29/11/2013 SOUTHELE 35153781800 20/11/2013 4157406308 24.02 1.20 25.22 75.22 67755. 29/11/2013 SOUTHELE 35153781800 20/11/2013 029876 66.60 3.33 69.93 69.93 67756 21/11/2013 SOUTHELE 14157405303 28/11/2013 029876 66.50 3.33 69.93 69.93 677575 18/11/2013 SOUTHELE 14157405303 28/11/2013 029876 45.13 22.57 47.99 24.73 47.79 66.60 3.33 69.93 69.93 677575 18/11/2013 SOUTHELE 14157405303 28/11/2013 029876 44.07 2.20 46.27 46.27 67758 21/11/2013 SOUTHELE 457384300 28/11/2013 029876 341.64 17.08 38.02 26.77 47.47 47.44 47.49 47.42										
67752 20/11/2013 SOUTHELE 5152781800 20/11/2013 019876 66.00 3.3 5.0 69.93 69.93 67.756 20/11/2013 SOUTHELE 431562168 28/11/2013 029876 66.00 3.3 69.93 69.93 67.756 21/11/2013 SOUTHELE 91691405301 28/11/2013 029876 66.00 3.3 69.93 69.93 67.756 21/11/2013 SOUTHELE 91691405301 28/11/2013 029876 66.00 3.3 69.93 69.93 67.756 21/11/2013 SOUTHELE 91691405302 28/11/2013 029876 44.07 2.20 46.27 47.396 47.396 67.757 18/11/2013 SOUTHELE 415760508 28/11/2013 029876 44.07 2.20 46.27 47.396 47.396 67.759 21/11/2013 SOUTHELE 415760508 28/11/2013 029876 44.07 2.20 46.27 47.44 47.44 67.759 21/11/2013 SOUTHELE 618783010 28/11/2013 029876 45.18 2.26 47.44 47.44 67.759 21/11/2013 SOUTHELE 7315783400 28/11/2013 029876 31.14 17.0 6.99 20.73 20.73 20.73 20.73 20.73 20.73 20.73 20.74 17.70 17								11.42	68.53	68.53
67755 20/11/2013 SOUTHELE 5155268 28/11/2013 099876 625.44 31.20 656.71 67559 20/11/2013 SOUTHELE 9981405310 28/11/2013 099876 66.60 3.33 69.93 69.93 69.93 67756 711/11/2013 SOUTHELE 9981405310 28/11/2013 099876 451.39 22.57 473.96 67756 711/11/2013 SOUTHELE 9181405300 28/11/2013 099876 451.39 22.57 473.96 473.96 67757 18/11/2013 SOUTHELE 4157405300 28/11/2013 099876 451.89 22.60 47.44 47.44 67759 21/11/2013 SOUTHELE 8158405300 28/11/2013 099876 451.80 22.00 46.27 46.27 46.27 46.77 91.21 11/2013 SOUTHELE 8157405300 28/11/2013 099876 451.80 22.00 46.27 46.27 46.77 91.21 11/2013 SOUTHELE 8157405300 28/11/2013 099876 451.80 22.00 47.44 47.44 67759 21/11/2013 SOUTHELE 71147534000 28/11/2013 099876 451.80 22.00 999 20.73 20.73 20.73 20.71		100 miles (100 miles (1800353879	28/11/2013		1125.00	0.00	1125.00	1125.00
67755 20/11/2013 SOUTHELE 431562168 28/11/2013 029876 66.60 3.33 69.93 69.93 67.756 21/11/2013 SOUTHELE 1091405303 28/11/2013 029876 45.159 22.57 473.96 473.96 67.757 14/11/2013 SOUTHELE 415760508 28/11/2013 029876 44.07 2.20 46.27 45.27 67.758 21/11/2013 SOUTHELE 415760508 28/11/2013 029876 44.07 2.20 46.27 45.27 67.758 21/11/2013 SOUTHELE 415760508 28/11/2013 029876 44.07 2.20 46.27 45.27 67.759 21/11/2013 SOUTHELE 7153439702 28/11/2013 029876 45.18 2.26 47.44 47.44 67.76 77.70 21/11/2013 SOUTHELE 7153439702 28/11/2013 029876 19.14 0.99 20.73 20.73 67.761 21/11/2013 SOUTHELE 7153439702 28/11/2013 029876 19.14 0.99 20.73 20.73 70.73 67.761 21/11/2013 GIBESSOAD 3770/101176 28/11/2013 029876 19.14 0.99 20.73 20.73 70.73 67.775 14/11/2013 GIBESSOAD 3770/101176 28/11/2013 029850 38.16 7.63 14.72 29.46 176.75 15.22 15.22 25.04 70.7775 14/11/2013 GIBESSOAD 3770/101176 28/11/2013 029850 38.16 7.63 31.47 4.0 49.44 93.	67752	20/11/2013	SOUTHELE	34115996800	20/11/2013	4157406308	125.32	6.27	131.59	131.59
67755 20/11/2013 SOUTHELE 9981405301 28/11/2013 029876 45.139 22.57 473.96 477.36 67756 11/11/2013 SOUTHELE 4157405308 28/11/2013 029876 45.139 22.57 473.96 477.36 67758 11/11/2013 SOUTHELE 891405300 28/11/2013 029876 45.18 2.26 47.44 47.44 6779 21/11/2013 SOUTHELE 891405300 28/11/2013 029876 45.18 2.26 47.44 47.44 6779 21/11/2013 SOUTHELE 891405300 28/11/2013 029876 45.18 2.26 47.44 47.44 6779 21/11/2013 SOUTHELE 73147534000 28/11/2013 029876 45.18 2.26 47.44 47.44 6779 21/11/2013 SOUTHELE 73147534000 28/11/2013 029876 134.74 6.74 14.14 81 14.14 81 14.14 81 14.14	67753	20/11/2013	SOUTHELE	53153781800	20/11/2013	4157406308	24.02	1.20	25.22	25.22
67756 21/11/2013 SOUTHELE 1591405303 28/11/2013 029876 44.07 2.20 46.77 45.27 67758 21/11/2013 CONTHELE 457406308 28/11/2013 029876 44.07 2.20 46.77 45.27 67758 21/11/2013 CONTHELE 8581405300 28/11/2013 029876 45.18 2.26 47.44 47.44 67.75 67760 21/11/2013 CONTHELE 9581405300 28/11/2013 029876 31.64 17.08 358.22 358.72 67760 21/11/2013 SOUTHELE 73153439700 28/11/2013 029876 19.74 6.74 14.14 17.08 358.72 358.72 17.77 1	67754	20/11/2013	SOUTHELE	431562168	28/11/2013	029876	625.44	31.27	656.71	656.71
67758 13/11/2013 SOUTHELE 8157406308 28/11/2013 029876 44.07 2.20 46.27 46.27 67758 21/11/2013 OVITHELE 80140330 28/11/2013 029876 45.18 2.26 47.44 47.44 67759 21/11/2013 SOUTHELE 91405300 28/11/2013 029876 19.74 0.99 20.73 20.73 57761 21/11/2013 SOUTHELE 73147534000 28/11/2013 029876 19.74 0.99 20.73 20.73 57774 13/11/2013 SOUTHELE 73147534000 28/11/2013 029876 19.74 0.99 20.73 20.73 57774 13/11/2013 BREDVAGR 168311 28/11/2013 029850 12.685 25.37 152.22 152.22 567775 14/11/2013 GIBBSSDA 3770/010176 28/11/2013 029850 12.685 25.37 152.22 152.22 567775 14/11/2013 GIBBSSDA 3770/010176 28/11/2013 029850 28.74 5.75 34.99 34.99 57776 14/11/2013 GIBBSSDA 3770/010176 28/11/2013 029850 28.74 5.75 34.99 34.99 57778 13/10/2013 GIBBSSDA 3770/010176 28/11/2013 029850 28.22 5.64 33.86 33.86 5778 31/10/2013 GIBBSSDA 370/010171 28/11/2013 029850 28.22 5.64 33.86 33.86 5778 31/10/2013 GIBBSSDA 370/010171 28/11/2013 029850 28.22 5.64 33.86 33.86 5778 31/10/2013 GIBBSSDA 370/010171 28/11/2013 029850 28.22 5.64 33.86 33.86 57788 31/10/2013 HAULWAST 0000685419 28/11/2013 029850 74.16 14.83 88.99 88.99 57780 31/10/2013 HAULWAST 0000685419 28/11/2013 029853 564.78 112.96 677.4 677.4 677.74 677.84 01/11/2013 TUDOREN 117088 28/11/2013 029853 564.78 112.96 677.4 677.74 677.87 67784 01/11/2013 TUDOREN 117088 28/11/2013 029852 20.35 0.00 20.35 20.35 5788 01/11/2013 TUDOREN 117088 28/11/2013 029882 20.35 0.00 20.35 20.35 5788 01/11/2013 TUDOREN 117088 28/11/2013 029882 20.35 0.00 20.35 20.35 5798 01/11/2013 TUDOREN 117088 28/11/2013 029882 60.00 1.20 7.20 7.20 7.20 67799 01/11/2013 TUDOREN 117088 28/11/2013 029882 60.00 1.20 7.20 7.20 7.20 67799 01/11/2013 TUDOREN 117088 28/11/2013 029884 66.64 13.33 79.97 79.97 79.97 79.97 79.97 11/11/2013 TUDOREN 117088 28/11/2013 029888 80.99 16.69 99.95 99.55 99.55 79.79 11/11/2013 TUDOREN 117088 28/11/2013 029884 60.60 1.20 7.20 0.00 0.00 0.00 0.00 0.00 0.00 0	67755	20/11/2013	SOUTHELE	9981405301	28/11/2013	029876	66.60	3.33	69.93	69.93
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67782 24/10/2013 AUTOBITZ N754058 28/11/2013 029882 365.00 73.00 438.00 438.00 76784 01/11/2013 TUDOREN 117789 28/11/2013 029882 29.35 0.00 20.35 20.35 67785 01/11/2013 TUDOREN 117008 28/11/2013 029882 29.35 0.00 20.35 20.35 67785 01/11/2013 TUDOREN 117008 28/11/2013 029882 6.00 1.20 7.20 7.20 7.20 67786 11/11/2013 TUDOREN 117008 28/11/2013 029881 27.03 5.41 32.44 32.44 67787 31/10/2013 CHANTAP 135310 28/11/2013 029881 27.03 5.41 32.44 32.44 67787 31/10/2013 CHANTAP 135310 28/11/2013 029898 83.28 16.66 99.94 99.94 67788 06/11/2013 ECOCOMPO 295075 28/11/2013 029848 66.66 16.59 99.55 99.55 67789 07/11/2013 ECOCOMPO 295121 28/11/2013 029848 66.66 13.33 79.97 79.97 67790 15/11/2013 ECOCOMPO 295121 28/11/2013 029848 62.56 12.51 75.07 75.07 67791 07/11/2013 ANDYWHIT 26/787 28/11/2013 029813 3464.36 692.87 4157.23 4157.23 67792 06/11/2013 3TEMSFLO WREATH 28/11/2013 029881 13.04 17 25.00 25.00 67798 19/11/2013 WALLISAG DTC009 28/11/2013 029888 100.00 0.00 100.00 100.00 67803 15/11/2013 078.58TC 993 28/11/2013 029888 100.00 0.00 100.00 100.00 67803 15/11/2013 ORSARTC 993 28/11/2013 029888 100.00 0.00 100.00 100.00 67804 05/11/2013 GROVESCM 9754 28/11/2013 029852 45.00 0.00 45.00 45.00 67805 21/11/2013 ORSARTC 993 28/11/2013 029888 100.00 0.00 45.00 45.00 67805 21/11/2013 ORSARTC 993 28/11/2013 029888 100.00 0.00 45.00 45.00 67805 21/11/2013 ORSARTC 993 28/11/2013 029888 268.80 53.76 322.56 322.56 67806 23/10/2013 GRANGE 01017272888 28/11/2013 029864 20.18 4.08 24.46 24.46 67814 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.10 0.10 0.10 0.10 0.67815 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 0.10 0.67815 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 0.10 0.67816 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 0.10 0.67816 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 0.10 0.67816 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 0.10 0.10 0.1									677.74	677.74
67783							135.20	27.04	162.24	162.24
67784 01/11/2013 TUDOREN 117008 28/11/2013 029882 20.35 0.00 20.35 20.35 67785 01/11/2013 TUDOREN 117008 28/11/2013 029882 6.00 1.20 7.20 7.20 7.20 7.20 7.20 7.20 7.20 7			AUTOBITZ	N754058	28/11/2013	029833	13.32	2.66	15.98	15.98
67785 01/11/2013 TUDOREN 117008 28/11/2013 029882 6.00 1.20 7.20 7.20 67786 11/11/2013 TRAITSER 41/48ADF555 28/11/2013 029881 27.03 5.41 32.44 32.44 67787 31/10/2013 CHANTAP 155310 28/11/2013 029899 83.28 16.66 99.94 99.94 67788 06/11/2013 ECOCOMPO 295075 28/11/2013 029848 82.96 16.59 99.55 99.55 67789 07/11/2013 ECOCOMPO 295121 28/11/2013 029848 66.64 13.33 79.97 79.97 67790 15/11/2013 ECOCOMPO 295121 28/11/2013 029848 66.64 13.33 79.97 79.97 67790 15/11/2013 ECOCOMPO 29516 28/11/2013 029848 62.56 12.51 75.07 75.07 67791 07/11/2013 ANDYWHIT 26787 28/11/2013 029811 3464.36 692.87 4157.23 4157.23 67922 06/11/2013 STEMSFLO WREATH 28/11/2013 029871 3464.36 692.87 4157.23 4157.23 67922 07/11/2013 WALLISAG DTC009 28/11/2013 029884 1170.00 234.00 1404.00 1404.00 67799 27/11/2013 3RDDORCH TWINNING 28/11/2013 029888 100.00 0.00 100.00 100.00 67803 15/11/2013 DORSARTC 993 28/11/2013 029864 100.00 0.00 100.00 100.00 67804 05/11/2013 GROVESCM 9754 28/11/2013 029852 45.00 0.00 45.00 45.00 67805 21/11/2013 3DHNSTAR 15/06 28/11/2013 029858 268.80 53.76 322.56 522.56 67807 30/10/2013 NAWSPAPE Q335030 28/11/2013 029863 309.00 61.80 370.80 370.80 67811 01/11/2013 WEYMOUTH D001630929 28/11/2013 029867 1722.0.74 3444.15 20664.89 2370.80 67813 24/10/2013 ORANGE 01017272888 28/11/2013 029867 1722.0.74 3444.15 20664.89 2378.80 67813 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.10 0.10 0.10 67815 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.10 0.10 0.10 67815 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.10 0.10 0.10 67815 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 0.10 67815 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 67815 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 0.10 67815 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 0.10 67819 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 0.10 67815 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.0	67783	19/11/2013	TUDOREN	117789	28/11/2013	029882	365.00	73.00	438.00	438.00
67786 11/11/2013 TRAVISPE 4148ADF555 28/11/2013 029839 83.28 16.66 99.94 99.94 67788 06/11/2013 ECOCOMPO 255075 28/11/2013 029839 83.28 16.66 99.94 99.95 99.55 67789 07/11/2013 ECOCOMPO 255075 28/11/2013 029848 62.96 16.59 99.55 99.55 67789 07/11/2013 ECOCOMPO 25512 28/11/2013 029848 62.56 12.51 75.07 75.	67784	01/11/2013	TUDOREN	117008	28/11/2013	029882	20.35	0.00	20.35	20.35
67787 31/10/2013 CHANTAP 135310 28/11/2013 029839 83.28 16.66 99.94 99.94 67788 06/11/2013 ECOCOMPO 295075 28/11/2013 029848 62.96 16.59 99.55 99.55 67789 07/11/2013 ECOCOMPO 295121 28/11/2013 029848 62.66 64 13.33 79.97 79.97 67790 15/11/2013 ECOCOMPO 295316 28/11/2013 029848 62.56 12.51 75.07 75.07 67791 07/11/2013 ANDYWHIT 26787 28/11/2013 02981 3464.36 692.87 4157.23 4157.23 67792 06/11/2013 STEMSFLO WREATH 28/11/2013 029877 20.83 4.17 25.00 25.00 67798 19/11/2013 WALLISAG DTCO09 28/11/2013 029884 1170.00 234.00 1404.00 1404.00 67799 27/11/2013 WALLISAG DTCO09 28/11/2013 029884 1170.00 234.00 1404.00 1404.00 67803 15/11/2013 DORSARTC 993 28/11/2013 029886 100.00 0.00 100.00 100.00 67804 05/11/2013 GROVESCM 9754 28/11/2013 029865 200.00 0.00 2000.00 2000.00 67804 05/11/2013 GROVESCM 9754 28/11/2013 029858 268.80 53.76 322.56 67805 21/11/2013 GROVESCM 9754 28/11/2013 029858 268.80 53.76 322.56 67805 21/11/2013 SAGESOFT 1007270483 28/11/2013 029863 309.00 61.80 370.80 370.80 67801 01/11/2013 WEYMOUTH D001630929 28/11/2013 029867 1220.74 3444.15 20664.89 20664.89 67812 24/10/2013 ORANGE 01017272888 28/11/2013 029867 17220.74 3444.15 20664.89 20664.89 67813 24/10/2013 ORANGE 01017272888 28/11/2013 029864 20.15 4.03 24.18 24.18 67813 24/10/2013 ORANGE 01017272888 28/11/2013 029864 20.15 4.03 24.18 24.18 67814 24/10/2013 ORANGE 01017272888 28/11/2013 029864 20.15 4.03 24.18 24.18 67815 24/10/2013 ORANGE 01017272888 28/11/2013 029864 20.05 4.17 25.02 25.02 67816 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.10 0.10 0.10 67817 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 67817 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 67817 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 67817 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 67817 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 0.10 67817 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 0.10 67817	67785	01/11/2013	TUDOREN	117008	28/11/2013	029882	6.00	1.20	7.20	7.20
67788 06/11/2013 ECOCOMPO 295075 28/11/2013 029848 82.96 16.59 99.55 99.55 67789 07/11/2013 ECOCOMPO 295121 28/11/2013 029848 66.66 13.33 79.97 79.97 67790 15/11/2013 ECOCOMPO 295121 28/11/2013 029848 62.56 12.51 75.07 75.07 67791 07/11/2013 ANDYWHIT 26/787 28/11/2013 029831 3464.36 692.87 4157.23 4157.23 67792 06/11/2013 STEMSFLO WREATH 28/11/2013 029877 20.83 4.17 25.00 25.00 67798 19/11/2013 WALLISAG DTCU09 28/11/2013 029884 1170.00 234.00 1404.00 1404.00 67799 27/11/2013 3RDDDRCH TWINNING 28/11/2013 029888 1100.00 0.00 100.00 100.00 67803 15/11/2013 DORSARTC 993 28/11/2013 029846 2000.00 0.00 2000.00 2000.00 67804 05/11/2013 GROVESCM 9754 28/11/2013 029858 268.80 53.76 322.56 67805 23/10/2013 JOHNSTAR 15/06 28/11/2013 029858 268.80 53.76 322.56 67805 23/10/2013 NEWSPAPE Q335030 28/11/2013 029867 309.00 61.80 370.80 370.80 67807 30/10/2013 SAGESOFT 1007270483 28/11/2013 029867 17220.74 3444.15 20664.89 20664.89 67812 24/10/2013 ORANGE 01017272888 28/11/2013 029864 20.15 4.03 24.18 24.18 67813 24/10/2013 ORANGE 01017272888 28/11/2013 029864 20.15 4.03 24.18 24.18 67813 24/10/2013 ORANGE 01017272888 28/11/2013 029864 20.15 4.03 24.18 24.18 67813 24/10/2013 ORANGE 01017272888 28/11/2013 029864 20.15 4.03 24.18 24.18 67815 24/10/2013 ORANGE 01017272888 28/11/2013 029864 20.15 4.03 24.18 24.18 67815 24/10/2013 ORANGE 01017272888 28/11/2013 029864 20.15 4.03 24.18 24.18 67815 24/10/2013 ORANGE 01017272888 28/11/2013 029864 20.15 4.03 24.16 24.46 67814 24/10/2013 ORANGE 01017272888 28/11/2013 029864 20.15 4.09 0.00 0.10 0.10 67817 24/10/2013 ORANGE 01017272888 28/11/2013 029864 20.15 4.09 0.00 0.10 0.10 67817 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 67817 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 67817 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 67818 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 67818 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 0.00 67818 24/10/2013 OR	67786	11/11/2013	TRAVISPE	4148ADF555	28/11/2013	029881	27.03	5.41	32.44	32.44
67788 06/11/2013 ECOCOMPO 295075 28/11/2013 029848 82.96 16.59 99.55 99.55 67789 07/11/2013 ECOCOMPO 29511 28/11/2013 029848 66.66 13.33 79.97 79.97 67791 07/11/2013 ECOCOMPO 29516 28/11/2013 029848 62.56 12.51 75.07 75.07 75.07 75.07 75.07 75.07 77.00 15/11/2013 ANDYWHIT 26/87 28/11/2013 029848 62.56 12.51 75.00 25.00 67792 06/11/2013 STEMSFLO WREATH 28/11/2013 029877 20.83 4.17 25.00 25.00 67798 19/11/2013 WALLISAG DTC009 28/11/2013 029884 1170.00 234.00 1404.00 1404.00 67799 27/11/2013 3RDDORCH TWINNING 28/11/2013 029888 100.00 0.00 100.00 100.00 67803 15/11/2013 DORSARTC 993 28/11/2013 029846 2000.00 0.00 2000.00 2000.00 67804 05/11/2013 GROVESCM 9754 28/11/2013 029858 268.80 53.76 322.56 67805 23/10/2013 JOHNSTAR 15/06 28/11/2013 029858 268.80 53.76 322.56 67805 23/10/2013 NEWSPAPE Q335030 28/11/2013 029867 30.90 61.80 370.80 370.80 67801 30/10/2013 SAGESOFT 1007270483 28/11/2013 029867 30.90 61.80 370.80 370.80 67811 01/11/2013 WEYMOUTH D001630929 28/11/2013 029867 1720.74 3444.15 20664.89 20664.89 67812 24/10/2013 ORANGE 01017272888 28/11/2013 029864 20.15 4.03 24.18 24.18 67813 24/10/2013 ORANGE 01017272888 28/11/2013 029864 20.15 4.03 24.18 24.18 67814 24/10/2013 ORANGE 01017272888 28/11/2013 029864 20.85 4.08 24.46 24.46 67814 24/10/2013 ORANGE 01017272888 28/11/2013 029864 20.85 4.17 25.02 25.02 67816 24/10/2013 ORANGE 01017272888 28/11/2013 029864 20.85 4.17 25.02 25.02 67816 24/10/2013 ORANGE 01017272888 28/11/2013 029864 20.85 4.17 25.02 25.02 67816 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.10 0.10 0.10 67817 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 67817 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 67815 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 67815 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.10 67818 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.00 67818 24/10/2013 ORANGE 01017272888 28/11/2013 029864 0.10 0.00 0.00 0.10 0.00 67818 24/10	67787	31/10/2013	CHANTAP	135310	28/11/2013	029839	83.28	16.66	99.94	99.94
67789 07/11/2013 ECOCOMPO 295121 28/11/2013 029848 66.664 13.33 79.97 79.97 67790 15/11/2013 ECOCOMPO 295316 28/11/2013 029848 62.56 12.51 75.07	67788	06/11/2013	ECOCOMPO	295075	28/11/2013	029848	82.96	16.59		
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Dorchester Town Council

Page: 3

Day Books: Paid Invoices (Summary)

Tran Number	Date	Account Ref	Inv Ref	Last Pay Date	Pay Reference	Net Amount	Tax Amount	Gross Amount	Amount Paid this Period
67826	29/10/2013	SECURITY	87023	28/11/2013	029872	79.75	15.95	95.70	95.70
67827	29/10/2013	ANDYWHIT	26766	28/11/2013	029831	174.50	34.90	209.40	209.40
67828	30/10/2013	PITNEYBO	33030167	28/11/2013	029866	9.00	1.80	10.80	10.80
67829	30/10/2013	PITNEYBO	33030167	28/11/2013	029866	450.00	0.00	450.00	450.00
67830	29/10/2013	TUDORDIS	21937	29/11/2013	029890	590.87	118.17	709.04	709.04
67985	04/12/2013	DORCOMPL		06/12/2013	029895	2000.00	0.00	2000.00	2000.00
67986	29/11/2013	RSWELDIN	0150	06/12/2013	029907	200.00	0.00	200.00	200.00
67987	25/11/2013	HAGSMP	027575	06/12/2013	029901	258.66	51.73	310.39	310.39
67988	02/12/2013	ACCOUNTS	481	06/12/2013	029892	960.07	192.01	1152.08	1152.08
67989	01/12/2013	TRIM	00674	06/12/2013	029911	268.38	53.68	322.06	322.06
67990	27/11/2013	CONSORTI	9485071	06/12/2013	029894	350.56	70.11	420.67	420.67
67991	24/11/2013	NEWSCOM	8424312	06/12/2013	029905	111.60	22.32	133.92	133.92
67992	03/12/2013	PETTYCAS	PETTY CASH	06/12/2013	029906	93.58	0.00	93.58	93.58
67993	22/11/2013	GIBBS&DA	3770/010179	06/12/2013	029899	31.10	6.22	37.32	37,32
67994	28/11/2013	SHOETREE	54	06/12/2013	029908	11.25	2.25	13.50	13.50
67995	21/11/2013	SOUTHELE	1318051012	06/12/2013	029909	464.08	23.20	487,28	487.28
67996	25/10/2013	GWELETRI	35828	06/12/2013	029900	28.00	5.60	33.60	33.60
67997	02/12/2013	HOLLINGS	XMAS DECS	06/12/2013	029903	46.92	0.00	46.92	46.92
67998	13/11/2013	STANNAHL	CO30049595	06/12/2013	029910	170.02	34.00	204.02	204.02
67999	20/11/2013	HAYMARK	4000751042	06/12/2013	029902	130.90	0.00	130.90	130.90
68000	03/12/2013	DORSTROL	GRANT	06/12/2013	029896	100.00	0.00	100.00	100.00
68001	03/12/2013	WESTDORC	GRANT	06/12/2013	029913	500.00	0.00	500.00	500.00
68003	03/12/2013	CHAMBERO	GRANT	06/12/2013	029893	269.00	0.00	269.00	269.00
68004	29/11/2013	WALLISAG	DTC010	06/12/2013	029912	300.00	60.00	360.00	360.00
68005	05/12/2013	MMCHAMBE	DESIGN WA	06/12/2013	029904	700.00	0.00	700.00	700.00
68006	29/11/2013	GCROOKSO	222052	06/12/2013	029898	664.00	132.80	796.80	796.80
68013	12/11/2013	HAGSMP	027358	06/12/2013	029901	24054.00	4810.80	28864.80	28864.80
68014	14/11/2013	HAGSMP	228297	06/12/2013	029901	382.80	76.56	459.36	459.36
68016	20/10/2013	EONICLTD	INV-1928	06/12/2013	029897	599.00	119.80	718.80	718.80
68051	04/12/2013	BREDYAGR	168989	09/12/2013	029918	90.66	18.13	108.79	108.79
68052	04/12/2013	BREDYAGR	168997	09/12/2013	029918	74.83	14.97	89.80	89.80
68053	16/11/2013	HIGHWOOD	126433	09/12/2013	029928	921.65	184.33	1105.98	1105.98
68054	25/11/2013	HIGHWOOD	126578	09/12/2013	029928	804.99	161.00	965.99	965.99
68055	29/11/2013	BARRETTS	01/10680	09/12/2013	029917	40.20	8.04	48.24	48.24
68056	30/11/2013	BREWERS		09/12/2013	029919	42.46	8.49	50.95	50.95
68057	30/11/2013	BREWERS	DCT/326229		029919	42.46	8.49	50.95	50.95
68058	19/11/2013	ECOCOMPO	295398	09/12/2013	029923	22.50	4.50	27.00	27.00
68059	22/11/2013	ECOCOMPO	295487	09/12/2013	029923	44.99	9.00	53.99	53.99
68060	23/11/2013	ECOCOMPO	295528	09/12/2013	029923	44,99	9.00	53.99	53.99
68061	26/11/2013	ECOCOMPO	295582	09/12/2013	029923	60.52	12.10	72.62	72.62
68062	26/11/2013	TRAVISPE	9209AGD741	09/12/2013	029940	37.50	7.50	45.00	45.00
68063	27/11/2013	TRAVISPE	9209AGD809		029940	20.00	4.00	24.00	24.00
68064	04/12/2013	SECURITY	87683	09/12/2013	029934	425.00	85.00	510.00	510.00
68065	24/11/2013	ORANGE	01028965092		029932	20.00	4.00	24.00	24.00
68066	24/11/2013	ORANGE	01028965092		029932	20.00	4.00	24,00	24.00
68067	24/11/2013	ORANGE	01028965092		029932	22.98	4.60	27.58	27.58
68068	24/11/2013	ORANGE	01028965092		029932	20.00	4.00	24.00	24.00
68069	09/12/2013	ORANGE	01028965092		029932	0.10	0.00	0.10	0.10
68070	20/11/2013	E.ON		09/12/2013	029922	1259.26	251.85	1511.11	1511.11
68071	19/11/2013	E.ON		09/12/2013	029922	165.42	33.08	198.50	198.50
68072	13/11/2013			09/12/2013		70.58	3.53	74.11	400
68073	09/12/2013		93956131/13			278.29	55.66	333.95	74.11 333.95
68074	30/10/2013			09/12/2013		520.00	104.00	624.00	624.00
68075		SIMONMOO		09/12/2013	029936	340.00	68.00	408.00	
68076	26/11/2013	SENATEEL.		09/12/2013	029935	41.79	8.36		408.00
68077	27/11/2013			09/12/2013		122.60	24.52	50.15	50.15
68078	28/11/2013	DCC	2800019305		029920	3508.44		147.12	4210.13
68079	28/11/2013		2800019305			1222.44	701.69 244.49	4210.13	4210.13
68080	11/11/2013	DORTIMBE		09/12/2013		36.40	7.28	1466,93	1466.93
68081	11/11/2013	DORTIMBE		09/12/2013				43.68	43.68
58082	18/11/2013	DORTIMBE		09/12/2013	029921	91.40 78.25	18.28	109.68	109.68
68083	27/11/2013	JRBENTER		09/12/2013	029929	451.00	15.65 90.20	93.90	93.90
68084	26/11/2013	SECURITY		09/12/2013		36.50	7.30	541.20	541.20
0.47070.51	- at a standard		W- 905.00	and and entry	WHO PART	30,30	7.50	43.80	43.80

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<u>Tran</u> <u>Number</u>	Date	Account Ref	Inv Ref	Last Pay Date	Pay Reference	Net Amount	Tax Amount	Gross Amount	Amount Paid this Period
68085	25/11/2013	ATLASUKS	11463	09/12/2013	029916	1625.00	325.00	1950.00	1950.00
68086	29/11/2013	BREDYAGR	168610	09/12/2013	029918	257.68	51.54	309.22	309.22
68087	29/11/2013	BREDYAGR	168606	09/12/2013	029918	328.41	65.68	394.09	394.09
68088	02/12/2013	BREDYAGR	168819	09/12/2013	029918	57.12	0.00	57.12	57.12
68089	03/12/2013	BREDYAGR	168844	09/12/2013	029918	920.13	184.03	1104.16	1104.16
68090	29/11/2013	ANDYWHIT	26866	09/12/2013	029915	231.00	46.20	277.20	277.20
68098	29/11/2013	HAGSMP	027740	09/12/2013	029926	382.80	76.56	459.36	459.36
68099	30/11/2013	LODERSMO	2013000020	09/12/2013	029930	81.88	16.38	98.26	98.26
68100	30/11/2013	LODERSMO	2013000020	09/12/2013	029930	51.40	10.28	61.68	61.68
68101	30/11/2013	LODERSMO	2013000020		029930	76.21	15.24	91.45	91.45
68102	08/11/2013	SCATS	61777884	09/12/2013	029933	5.82	1.16	6.98	6.98
68103	25/11/2013	GIBBS&DA	3770/010180		029925	24.66	4.93	29.59	29.59
68104	25/11/2013	GIBBS&DA	3770/010180		029925	24.88	4.98	29.86	29.86
68105	25/11/2013	GIBBS&DA	3770/010180		029925	24.88	4.98	29.86	29.86
68106	25/11/2013	GIBBS&DA	3770/010180		029925	38.16	7.63	45.79	45.79
68107	25/11/2013	GIBBS&DA	3770/010100		029925	38.16	7.63		
68108	25/11/2013	GIBBS&DA			029925			45.79	45.79
68109			3770/010180			15.55	3.11	18.66	18.66
	25/11/2013	GIBBS&DA	3770/010180		029925	97.13	19.43	116.56	116.56
68110	25/11/2013	GIBBS&DA	3770/010180		029925	15.55	3.11	18.66	18.66
68111	30/11/2013	LYRECOUK	6390188646		029931	134.64	26.93	161.57	161,57
68112	01/11/2013	SOUTHELE	521480629/0		951275722/00	98.98	4.95	103.93	103.93
68113	01/11/2013	SOUTHELE	951275722/0		029937	876.04	175.21	1051.25	1051.25
68114	01/11/2013	SOUTHELE	951275722/0		029937	14.52	0.73	15.25	15.25
68115	01/11/2013	SOUTHELE	491567155/0		029937	127.24	0.00	127.24	127.24
68117	03/12/2013	TAYLORJA	2706	09/12/2013	029938	50.00	0.00	50.00	50.00
68118	03/12/2013	TAYLORJA	2706	09/12/2013	029938	58.50	0.00	58.50	58.50
68119	27/11/2013	VIKINGDI	925015	09/12/2013	029941	33.81	6.76	40.57	40.57
68120	22/11/2013	ALINE	AUGUST	09/12/2013	029914	9.80	0.00	9.80	9,80
68121	09/12/2013	GIBBS&DA	3770/010180		029925	38.16	7.63	45.79	45.79
68158	29/11/2013	ALPHASUP	03/101860	11/12/2013	029942	159.72	31.94	191.66	191.66
68159	09/12/2013	BREDYAGR	169153	11/12/2013	029944	9.58	1.92	11.50	11.50
68160	30/11/2013	VIRIDORW	0000026420	11/12/2013	029953	360.64	72.13	432.77	432.77
68161	29/11/2013	STANNAHL	C030049727	11/12/2013	029951	100.80	20.16	120.96	120.96
68162	30/11/2013	SICOEURO	INV0085713	11/12/2013	029950	1000.00	200.00	1200.00	1200.00
68163	06/12/2013	ANDYWHIT	26888	11/12/2013	029943	67.60	13.52	81.12	81.12
68164	06/12/2013	ANDYWHIT	26888	11/12/2013	029943	48.75	9.75	58.50	58.50
68165	29/11/2013	GWELETRI	36429	11/12/2013	029948	4.00	0.80	4.80	4.80
68166	01/12/2013	CARTERUT	4002584	11/12/2013	029945	94.02	18.80	112.82	112.82
68167	01/12/2013	CARTERUT	4002584	11/12/2013	029945	62.44	12.49	74.93	74.93
68168	01/12/2013	CARTERUT	4002584	11/12/2013	029945	45.50	9.10	54.60	54.60
68169	01/12/2013	CARTERUT	4002584	11/12/2013	029945	10.50	2.10	12.60	12.60
68170	01/12/2013	CARTERUT	4002584	11/12/2013	029945	35.01	7.00	42.01	42.01
68171	01/12/2013	CARTERUT	4002584	11/12/2013	029945	10.56	2.11	12.67	12.67
68172	01/12/2013	CARTERUT	4002584	11/12/2013	029945	10.50	2.10	12.60	12.60
68173	11/12/2013	WDDCREVE	261167188	11/12/2013	029954	123.20	0.00	123,20	123.20
68174	11/12/2013	WDDCREVE	261167188	11/12/2013	029954	108.41	0.00	108.41	108.41
68175	11/12/2013	DCC	PENSION	11/12/2013	029955	8515.08	0.00	8515.08	8515.08
68176	11/12/2013	UNISON	UNION	11/12/2013	029952	27.25	0.00	27.25	27.25
68177	11/12/2013	GMB	UNION	11/12/2013	029947	11.92	0.00	11.92	11.92
68178	11/12/2013	FIRSTDOR	CREDIT	11/12/2013	029946	110.00	0.00		
and a second		bein contract					0202	110.00	110.00
68179	11/12/2013	INLANDRE	PAYE	11/12/2013	029949	3311.90	0.00	3311.90	3311.90
68180 68245	11/12/2013	INLANDRE	NI	11/12/2013	029949	3803.79	0.00	3803.79	3803.79
	17/12/2013	CHISHOLM	FEE	17/12/2013	029956	273.44	0.00	273.44	273.44
68272	09/12/2013	HEBDITCH	LETS	20/12/2013	029959	1000,00	0.00	1000,00	1000.00
68273	21/08/2013	BARCORP	22390	20/12/2013	029960	1625.00	325.00	1950.00	1950.00
68274	03/12/2013	TRINITYS	1314	20/12/2013	029961	57.60	0.00	57.60	57.60
68275	04/12/2013	SLATTER	6111	20/12/2013	029962	3059.20	611.84	3671.04	3671.04
68276	01/10/2013	DORSLTA	12055414283		029963	100.00	0.00	100.00	100.00
68277	07/12/2013	DANWOOD	A0824387	20/12/2013	029964	1201.33	240.26	1441.59	1441.59
68278	05/12/2013	WPS	81196	20/12/2013	029965	26010.00	0.00	26010.00	26010.00
68279	01/12/2013	WPS	81194	20/12/2013	029965	2890.24	0.00	2890.24	2890.24
68280	05/12/2013	WPS	81195	20/12/2013	029965	422.33	0.00	422.33	422,33
68281	17/12/2013	BARRIERC	86565	20/12/2013	029966	259.42	51.88	311.30	311.30

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<u>Tran</u>				Last Pay					Amount Paid
Number	Date	Account Ref	Inv Ref	Date	Pay Reference	Net Amount	Tax Amount	Gross Amount	this Period
68282	11/12/2013	BTPLC	Q018XD	20/12/2013	029967	14.97	2.99	17.96	17.96
68283	11/12/2013	EDFENERG	0047	20/12/2013	029968	157.93	7.90	165.83	165.83
68284	14/12/2013	ROYALMAI	1108803254	20/12/2013	029969	72.87	14.57	87.44	87.44
68285	16/12/2013	CONSORTI	9517855	20/12/2013	029970	8.53	1.71	10.24	10.24
68286	16/12/2013	CONSORTI	9517855	20/12/2013	029970	38.35	7.67	46.02	46.02
68287	16/12/2013	CONSORTI	9517855	20/12/2013	029970	38.35	7.67	46.02	46.02
68288	13/12/2013	CORONAEN	08888929	20/12/2013	029971	142.36	7.12	149.48	149.48
68289	13/12/2013	CORONAEN	08888915	20/12/2013	029971	65.26	3.26	68.52	68.52
68290	13/12/2013	CORONAEN	08888941	20/12/2013	029971	57.62	2.88	60.50	60.50
68291	08/11/2013	E.ON	HF39410CF	20/12/2013	029972	991.96	198.39	1190.35	1190.35
68292	11/12/2013	PORTLAND	102909	20/12/2013	029973	90.00	18.00	108.00	108.00
68293	12/12/2013	PIMSLTD	IN126533JI	20/12/2013	029974	1508,10	301.62	1809.72	1809.72
68294	10/12/2013	GIBBS&DA	3770/010185	20/12/2013	029975	20.31	4.06	24.37	24.37
68295	11/12/2013	GIBBS&DA	3770/010186	20/12/2013	029975	66.23	13.25	79.48	79.48
68296	24/09/2013	GIBBS&DA	3770/010157	20/12/2013	029975	7.05	1.41	8.46	8.46
68297	06/12/2013	GIBBS&DA	37700101848	20/12/2013	029975	66.02	13.20	79.22	79.22
68298	09/12/2013	TRAVISPE	4148ADG375	20/12/2013	029976	12.40	2.48	14.88	14.88
68299	19/12/2013	TUDOREN	118301	20/12/2013	029977	178.23	35.65	213.88	213.88
68300	06/12/2013	ECOCOMPO	295812	20/12/2013	029978	69.99	14.00	83.99	83.99
68301	11/12/2013	CEMCO	CLTD	20/12/2013	029958	619.09	123.82	742.91	742.91
68302	09/12/2013	DCC	2800019436	20/12/2013	029957	567.27	113.45	680.72	680.72
						172452.25	19617.61	192069.86	192069.86