



DORCHESTER TOWN COUNCIL

Council Offices, 19 North Square, Dorchester, Dorset. DT1 1JF
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Adrian Stuart, Town Clerk

4th September, 2013

Dear Sir or Madam,

A MEETING of the MANAGEMENT COMMITTEE will be held in the COUNCIL CHAMBER, MUNICIPAL BUILDINGS, DORCHESTER on TUESDAY, 10th SEPTEMBER, 2013 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. **APOLOGIES FOR ABSENCE**
2. **MINUTES**

To read, confirm and sign the Minutes of the Meeting of the Committee held on 9th July, 2013 (adopted by Council on 23rd July, 2013).

3. **MINUTES OF MANAGEMENT PANELS**

(a) **Borough Gardens Panel**

To receive and consider the Minutes of the Borough Gardens Panel held on 31st July, 2013 (copy enclosed).

(b) **Property Management and Maintenance Panel**

To receive and consider the Minutes of the Property Management and Maintenance Panel be held on 28th August, 2013 (copy enclosed).

(c) **Grants Panel**

To receive and consider the Minutes of the Grants Panel be held on 28th August, 2013 (copy enclosed).

4. **MANAGEMENT ARRANGEMENTS**

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

5. **DECKCHAIRS**

To consider a report by the Deputy Town Clerk (copy enclosed).

6. **DURNOVARIA COMMUNITY HALL**

Further to Minute No. 5 to give further consideration to the request from Durnovaria Silver Band for a grant or loan towards the cost of purchase of the old Fordington Methodist Church (text only version of the Business Plan enclosed).

7. **OUTDOOR EVENTS PA SYSTEM**

To consider a report by the Deputy Town Clerk (copy enclosed).

8. **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) **Interments and Burial of Ashes**

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.

9. **MONITORING REPORT**

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

10. **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).

11. **URGENT ITEMS**

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

DORCHESTER TOWN COUNCIL

BOROUGH GARDENS PANEL

31st JULY, 2013

At a Meeting of the Borough Gardens Panel held on 31st July, 2013:

PRESENT Councillors K.E. Armitage, R.B. Potter and D. Taylor.

In attendance:

Mrs. F. McLaren, Friends of the Borough Gardens.

APOLOGIES for absence were received from The Mayor (Councillor E.S. Jones) and Councillor A.J. Canning.

1. **FRIENDS OF THE BOROUGH GARDENS**

The representative from the Friends of the Borough Gardens informed Members of the following matters:-

- That some weekend entertainers were leaving their vehicles by the Bandstand whilst performing rather than moving their vehicles out of the way.
- That on occasions the Bandstand had not been opened in readiness for weekend performers.
- That the number of deckchairs available for use had reduced significantly and that there was no notice letting people know that they could help themselves to them.

2. **ANTI-SOCIAL BEHAVIOUR – BOROUGH GARDENS**

The Panel considered a report prepared by Dorset Police on measures that could be taken to help reduce incidents of anti-social and reckless behaviour in the Borough Gardens. Members were also circulated with a report by the Deputy Town Clerk which summarised the Police report and included some additional suggestions previously proposed by Members.

Members stressed that staff safety was paramount and the Operations Supervisor confirmed that staff had been instructed to call the Police whenever they felt uncomfortable with a situation.

The Panel noted that there had been considerable help and support from the Police during the recent spike in activity in the Gardens. The Police were continuing to support and being proactive with regular patrols in the Gardens.

Following consideration of the various options Members felt that the following package of measures should be pursued:-

- That staff continue to report all incidents to the Police and complete an internal log regarding incidents which would be reviewed regularly by the Management Committee / Borough Gardens Panel.
- That the Council proceed with a comprehensive review for the bowling green end of the Gardens so as to increase the amount of human intervention / presence at that end of the Gardens.
- That the Council provide radios and join the Dorchester shopwatch scheme as soon as possible.
- That a review of Byelaws be carried out to include a new Byelaw so as to enable people to be asked to stop playing ball games if they were preventing people using an area of the Gardens, the ball games were dangerous or annoying other users and also if the ball games were causing damage to shrubs or flowerbeds.
- That three picnic tables be installed into sockets so they could be removed as necessary into the grass bowl area of the Gardens. The picnic tables to be of a similar style to other picnic tables in the Gardens.
- That the planting between the tennis courts and the bowling green, particularly on the eastern side, be opened up by reducing the amount/height of some of the planting with the aim of increasing visibility to that end of the Gardens.
- The Panel wished to support staff in the actions that may need to be taken when incidents occurred. Any action to be reported back to the Chairmen and Vice-Chairmen of the Management Committee and Borough Gardens Panel.

The Panel also agreed that the bowling green should be opened up so as to enable putting to be played, initially between 2.00pm to 6.00pm with a view to opening fully as soon as possible.

In accordance with Standing Order 50 it was

RESOLVED

That the Council provide radios and join the Dorchester shopwatch scheme as soon as possible.

It was also

RECOMMENDED

- (1) That the package of measures set out above be agreed.
- (2) That Dorset Police be thanked for their considerable past and ongoing help and support in helping resolving this matter.

DORCHESTER TOWN COUNCIL

PROPERTY MANAGEMENT AND MAINTENANCE PANEL

28th AUGUST, 2013

At a Site Meeting of the Property Management and Maintenance Panel held at The Municipal Buildings, Fordington Cemetery, Louds Mill Depot, Sandringham Sports Centre, Weymouth Avenue Pavilion, Weymouth Avenue Cemetery and Poundbury Cemetery on 28th August, 2013:

PRESENT Councillors A.J. Lyall (Chairman) and D.S. Roberts.

APOLOGIES for absence were received from The Mayor (Councillor E.S. Jones) and Councillors C.S. Biggs, S.C. Hosford and F.E. Kent-Ledger.

1. **THE MUNICIPAL BUILDINGS**

The Panel carried out an inspection of the Buildings and the following matters were identified:

- Investigations should be made into using microporous paint on the sound absorbent covering at the back of the Corn Exchange and advice sought from the operator of the Royal Albert Hall which used a similar system.
- Investigations should be made into what was causing the damp on the external North Square wall to the Corn Exchange (it was considered that the built up bench area outside was the most likely reason).
- The bar area could benefit from some appropriate pictures/mirrors etc being erected.
- The curtains in the Magistrates Room were reaching the end of their natural life and quotes should be obtained for replacing them with vertical blinds.
- Consideration should be given to changing the colour scheme in the Magistrates Room.
- Draft excluder to be placed at the bottom of the main entrance doors to the Buildings.
- The entrance carpet should be replaced when funds allowed – the carpet to match the rest of the downstairs carpet and have a different colour edging strip as at present.

It was

RECOMMENDED

That attention be given to those matters identified above.

2. **FORDINGTON CEMETERY**

The Panel inspected the Cemetery and were pleased with its overall condition.

Members also considered a report by the Compliance Manager on the possible need to undertake some work to the boundary wall. The Panel felt a letter should be sent to the landowners asking permission to gain access to inspect the wall in order that a report could be presented to Management Committee on any significant work that required to be undertaken. It was suggested that the clearance of the wall and ongoing maintenance might be something that the Waitrose Community Volunteers would be interested in helping with.

It was

RECOMMENDED

That access be gained to inspect the boundary wall and a report on the outcome be presented to a future meeting of the Management Committee.

3. **LOUDS MILL DEPOT AND SANDRINGHAM SPORTS CENTRE**

The Panel inspected Louds Mill Depot and Sandringham Sports Centre and were pleased with their overall condition.

4. **WEYMOUTH AVENUE PAVILION**

The Panel inspected the Pavilion and identified the following matters which needed attention:-

- The toilet light switches needed to be changed to either pull cord, automatic or located on the outside wall.
- There was a cracked paving slab at the entrance to the changing rooms that needed replacing.

It was

RECOMMENDED

That attention be given to those matters identified above.

5. **WEYMOUTH AVENUE CEMETERY**

The Panel was informed of the actions that had been taken since the site visit held last year and then went on to inspect the Cemetery.

The following matters were identified:

- The ashes pit would benefit from being heightened by one brick course.
- The brambles needed removing from the shrubs near to the ashes pit.

It was also noted that there was sufficient room near to the eastern boundary wall for a number of additional ashes plots. Members felt that this would be appropriate subject to a plan being provided to show the exact location and distance from the wall.

It was

RECOMMENDED

- (1) That attention be given to those matters identified above.
- (2) That additional ashes plots be provided near to the eastern boundary wall subject to a plan being provided clearly identifying the proposed area.

6. **POUNDBURY CEMETERY**

Members were informed of the actions that had been taken since the site visit held last year and then went on to inspect the Cemetery.

The following matters were identified:

- The storage area wall needed rendering in some areas using the appropriate lime mortar.
- The paving slabs leading to the ashes pit needed re-pointing.

It was

RECOMMENDED

That attention be given to those matters identified above.

DORCHESTER TOWN COUNCIL

GRANTS PANEL

28th AUGUST, 2013

At a Meeting of the Grants Panel held on 28th August, 2013:

PRESENT C.S. Biggs (Chairman) and P.G. Mann.

APOLOGIES for absence were received from The Mayor (Councillor E.S. Jones) and M.E. Rennie and F.E. Kent-Ledger.

1. **APPLICATIONS FOR FINANCIAL ASSISTANCE**

The Panel considered grant applications which had been received and it was

RECOMMENDED

- (1) That the application from Victim Support Dorset be not approved.
- (2) That the application from the One World Organising Committee be approved in the sum of £500.

(During discussion of this application it was noted that West Dorset District Council charged for use of its Action Van. The Panel felt that this was totally inappropriate given that Council's responsibility for promoting the multi-cultural network and that any future grant would be considered against the District Council's contribution to the event.)

- (3) That the application from the Dorchester Youth Theatre be approved in the sum of £475.

(During discussion of this matter Members felt that it would be useful for the Youth Theatre to encourage drama to as many young people as possible by making it attractive to first and middle school children.)

- (4) That the application from the Dorchester and District Gardening Club be approved in the sum of £100.
- (5) That the application from the Volunteer Centre Dorset be approved in the sum of £150 in respect of the Young Volunteer of the Year award.

DORCHESTER TOWN COUNCIL

GROUNDS WORK SPRING/SUMMER 2013

Borough Gardens

- Cut putting green x 2 per week - *ongoing*
- Fertilise putting green x 1 during period – *completed*
- Cut grass edges to putting green fortnightly - *ongoing*
- Strim grass surrounds to putting green monthly - *ongoing*
- Set out putting green for play daily 7 days per week – *Open*
- Litter pick and empty bins daily - *ongoing*
- Clean toilets daily - *ongoing*
- Collect fees tennis as required - *ongoing*
- Remove Spring bedding plants –*completed*
- Dig and prepare beds compost added –*completed*
- Plant out summer bedding plants – *completed*
- Long handle shear beds weekly - *ongoing*
- Water bedding displays as required – *as required*
- Strim lawn edges fortnightly - *ongoing*
- Mow all lawns weekly/fortnightly - *ongoing*
- Prune spring flowering shrubs – *ongoing*
- Cut hedges x 2 during period –*one cut complete*
- Weed kill hard surface areas as required – *two completed*
- Weed bedding displays and shrub beds x 2 – *ongoing*
- Seeding winter bedding plants in greenhouse –*ongoing*
- Potting up winter bedding – *ongoing*
- Watering green house – *ongoing*
- Rub down and oil seats & bins – *completed*
- Repair vandalised areas – *as required*
- Inspect play equipment weekly – *ongoing*
- Prepare gardens for events as required –*ongoing*
- Clean fountain as required – *weekly contract*
- Plant out shield beds – *completed*
- Tree inspections –
- Install concrete base for table tennis table – *completed*
- Re-treat wooden play equipment –
- Reinstate repaired benches to putting green surrounds – *ongoing*
- Repair Bayeux seat and re-treat –*completed*
- Clean as required new toilet block –*ongoing*

Weymouth Ave Recreation Ground

- Mow field area weekly – *ongoing*
- Hand mow field edges – *ongoing*
- Strim field perimeter – *ongoing*
- Mow cricket square – *completed cricket now finished*
- Fertilise cricket square x 2 – *2 x application completed*
- Mow out wickets as required – *completed*
- Mark out wickets and boundary lines – *completed*

- Roll wickets – *completed*
- Scarify and repair wickets after play – *ongoing*
- Clean changing rooms after use – *ongoing*
- Litter pick and empty bins x 3 per week – *ongoing*
- Paint goal posts –
- Mark out from scratch winter pitches –*ongoing*
- Take down football posts and store – *completed*
- Repair winter pitches – *completed*
- Erect goal posts – *imminent new season starts 14/9/13*
- Paint boundary wall section – *completed*
- Weed Sawmills shrub areas by railway bridge - *ongoing*

Sandringham Sports Ground

- Take down football posts and store – *completed*
- Paint goal posts – *completed*
- Mark out from scratch winter pitches – *completed*
- Erect goal posts –*completed*
- Mow field area on a weekly basis – *ongoing*
- Mow perimeters hand mower, fortnightly – *ongoing*
- Strim perimeter fortnightly – *ongoing*
- Weed kill boules court –*three sprays completed*
- Weed kill car park edges – *three sprays completed*
- Litter pick and empty bins x 3 per week – *ongoing*
- Pitch renovation seeding pitches etc – *completed*
- Prepare grounds for football tournament May Bank holiday – *completed*
- Replace basketball hoop with new - *completed*

Kings Road and Salisbury Field

- Mow field areas on a weekly basis - *ongoing*
- Mow perimeters hand mower, fortnightly - *ongoing*
- Strim perimeter fortnightly - *ongoing*
- Inspect play equipment weekly - *ongoing*
- Litter pick and empty bins x 3 per week – *ongoing*
- Fit safety surface under cycle exercise equipment - *completed*

Walks System including Grove Bank

- Flymo steep banks ie Grove bank cut every 3 weeks - *ongoing*
- Sweep paths, litter pick and empty bins (mon/wed/fri) WDDC contract
- Mow grass areas, hand mower fortnightly - *ongoing*
- Strim grass edges, obstacles etc fortnightly - *ongoing*
- Lime trees remove epicormic growth –
- Prune shrub/tree overgrowth –
- Rub down and oil seats – *ongoing*
- Tree inspections (leaf on inspections) – *completed*
- Dead/diseased trees in Walks felling & pruning – *felled w/e 3rd May*
- Mow additional areas (Junction, skatepark verges etc) – *ongoing*

- Install one new donated replacement bench river walks – *completed*
- Replace wooden boards to 3 South Walks benches, replace with plastic - *completed*

Other Public Open Space/Play Areas

- Litter pick and empty bins x 3/5 per week – *ongoing*
- Mow grass areas, hand mower fortnightly - *ongoing*
- Strim grass edges, obstacles etc fortnightly - *ongoing*
- Inspect play equipment weekly – *ongoing*
- Replace wooden slats and paint 10 x South Street benches – *completed*
- Install information board Fordington Green - *completed*

Allotments

- Cut grass paths tractor/rotary on a fortnightly basis – *ongoing*
- Provide trailer to remove green waste- as per schedule – *ongoing*

Hanging Baskets Town Centre

- Water baskets on a daily basis (7 days per week) – *ongoing*
- Put up hanging baskets around the town – *completed*

Additional Work Planned or Completed

- Borough Gardens – Love parks week various additional events planned-*completed*.
- Borough Gardens – Green flag, - *awarded*
- Maumbury Rings – prepare and rip down after event B/holiday – *completed*
- Painting play ground equipment, various sites -*completed*
- Fire extinguishers servicing all sites, external contractor – *completed*
- Weekly/monthly Legionella & Fire testing – *ongoing*
- 3 hour emergency lights testing – *completed*
- PAT testing, Corn Exchange only –
- Install information boards various plus John's Pond – *completed*
- Following insurance report various repairs to play area items – *list now completed*
- Riverside reserve, strim pond area and path sides, plus repairs to walkway- *completed*
- Salisbury Field, brazier prepare for burning 3/8/13 - *completed*
- Information signs install various around the Town – *completed*

The Great Field

- Mow field areas gangmower, every 10 days – *ongoing*
- Litter pick field area – as per rota – *ongoing*
- Take down goal posts – *completed*
- Reseed goal mouth areas –
- Prepare site for cricket – no games played 2013?
- Fertilise field area –
- Mark out football pitches – *completed*
- Erect football posts – *completed*

Fordington Cemetery

- Monthly grass mowing – *ongoing DCC contract*
- Tree inspections – *completed*
- Burials as required – *ongoing*
- Weekly removal of waste from bins etc – *ongoing*
- Trees lifted from pathways – *completed*
- Tree felling to boundary (Conifers only) – *contractor-completed*
- Annual cutting to steep banking – *due early November*

Weymouth Avenue Cemetery

- Grass mowing rota – *ongoing DCC contract*
- Burials as required – *ongoing*
- Tree inspections – *completed*
- Weekly removal of waste from bins etc – *ongoing*
- Rabbit removal – *ongoing 12 month contract to remove rabbits*
- Repaint office doors and windows, install weather board – *completed*
- Oil chapel doors – *completed*
- Paint entrance gates and panels- *completed*

Poundbury Cemetery

- Grass mowing rota, - *ongoing*
- Wildflower area mowing – late summer cut, bale and removal – *completed*
- Tree inspections – *completed*
- Burials as required - *ongoing*
- Weekly removal of waste from bins etc – *ongoing*
- Rub down and treat benches – *completed*
- Spread shingle over bare areas -*ongoing*
- Paint entrance gates – *completed*
- Paint building windows and doors - *ongoing*

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 10th SEPTEMBER, 2013

DECKCHAIRS

1. Members will be aware that some years ago the Council purchased a number of second hand deckchairs for use in the Gardens and Maumbury Rings when events were being held over the summer.
2. Each year a number of deckchairs are broken beyond repair and this summer the remaining deckchairs have suffered to such an extent that there is now less than ten in working order. The main issue is that the deckchairs were so old that the wooden frames became very brittle and unrepairable.
3. The deckchairs are very much appreciated at events throughout the summer and Members are asked to consider whether or not they wish to continue providing them in future.
4. If Members do wish to continue providing them then the cost for 100 new deckchairs will be in the region of £2,900. This purchase could be made from within existing resources from the Parks Reserve Funds.

Steve Newman
Deputy Town Clerk

DURNOVARIA SILVER BAND

(Founded 1936)

BUSINESS PLAN

2013 - 2016

Fordington Methodist Church

(Durnovaria Band Hall?)

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DURNOVARIA SILVER BAND

(Founded 1936)

BUSINESS PLAN

2013 – 2016

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Durnovaria Silver Band at Work

Veterans' Service, The Keep - June 2006

South Street, Dorchester - December 2007

Blenheim Gardens, Minehead - June 2010

Abbotsbury Gardens - August 2010

Lange Strasse, Lübbecke - October 2011

Bovington Tank Museum - December 2011

Durnovaria Silver Band History

by Musical Director, Elizabeth A Carter BA (Hons)

1.1 The Durnovaria Silver Band (Dorchester) (DSB), was founded by Edwin Otter in 1936. It began as a brass quartet, with Edwin playing cornet, his wife Kay the tenor horn, Eric Symes and Harold Hawker. It grew over the years and was one of the few bands to keep playing through the war years, offering a playing opportunity for servicemen billeted in Dorchester.

1.2. Over the years the Band has thrived. We have taken part in many contests, locally and nationally, sometimes with great success, as recently as about 10 years ago. Since Edwin Otter died in the early 1980s, still as Conductor, there have been just five Musical Directors.

1.3. DSB today is a community concert brass band with a current membership of over 30 players aged from 12 years to 75 plus. We also have a training section, offering free tuition and instrument loan to anyone from the age of 8yrs., where players are tutored to a level of ability suitable for joining the main band and eventual participation in engagements. We meet regularly on Tuesday afternoons from 2 to 4pm, and Friday evenings, with training starting at 6pm and main band practice from 7.30 until 9.30pm, all year round.

1.4. Our principal aims are to provide: an avenue for amateur 'hobby' brass musicians to perform music together; entertainment of a typically British nature for the public; education in brass musicianship to the highest level; support to the Town Council at civic events; and promotion of the Brass Band movement. Music in education is a useful discipline for developing life skills for children. They learn to work as a team, gain self confidence and self discipline, and improve their reading skills and ability to concentrate. A few members of DSB have gone on to music colleges and to professional careers in music.

1.5. DSB was largely responsible for the town's twinning with the German town of Lübbecke. A strong relationship with the Schützen-Musik-Corps Lübbecke, which predates the twinning in 1973, has been maintained over the years, and regular exchanges continue to feature in our annual programme. As recently as this August, the Band travelled to Lübbecke for a long weekend, partly in celebration of the 40th Anniversary of the Twinning of the two towns.

1.6. We play a wide variety of music from all genres including: classical, opera, ballet, folk, ballad, blues, jazz, pop, traditional, film and TV themes, providing something for everybody. DSB has a very busy programme performing regularly throughout the year at local fetes, street fairs, on the town's bandstand, and in South Street, during the summer and for carols at Christmas; in Abbotsbury Gardens, for charitable and Civic events such as Armed Forces Day, Battle of Britain Anniversary and Remembrance Day. We have also played for Mayor making, and supported the Town Council for the Dorchester Carnival, the Thomas Hardy Birthday and Trafalgar celebrations. More formal concerts are performed, organised both by ourselves and others, such as for the Rotary Prom; and at Christmas we collect for the Mayor's fund. We have also been engaged for private anniversaries, weddings and funerals. DSB has the distinction of having played as a backing band for Dame Vera Lynn in the 1980s and was the first British band to perform in Berlin after the Second World War.

1.7. The Durnovaria Silver Band has a long, worthy history and today remains a strong organisation, providing brass education and entertainment throughout Dorset, and for the particular benefit of the Dorchester community.

The Band's Home

2.1. A Band needs a home! It needs somewhere dry and warm to meet for rehearsals, train new players and hold committee meetings; where valuable instruments can be stored securely. Music stands, a music library (now in excess of 800 titles), spare uniforms, chairs and all the other paraphernalia required for a brass band to function, require much storage space.

2.2. Since 1936, when the Durnovaria Silver Band (Dorchester) (DSB) began, it has had many 'homes' in Dorchester, including six in the last 35 years. Premises in and around Dorchester, that fulfil the Band's minimum requirements are hard to find. They mostly offer a space to rehearse, frequently on the small side, but provide little or no storage facility. This makes it very difficult for a brass band to function effectively. It needs a lot of floor space. Being a Community Band there is no restriction on membership. All are made welcome and there are currently in excess of 30 members. One of the most suitable venues that the Band has been able to use has been the former Fordington Methodist Church. It was based here from 1986 until about 1995, and again from 2005 until the Church was closed in November 2012. For much of the time between these periods the Band lived in Dorchester's Salvation Army Hall.

2.3 Over time, a brass band can accumulate a vast amount of memorabilia. From its 77 year history the DSB is no exception. Now tucked away in boxes and cupboards, are gifts from Dorchester's twin towns of Lübbecke in Germany, and Bayeux in France, plus gifts from the Band's partnership band, the Schützen-Musik-Corps Lübbecke, as well as trophies and bannerettes won at contests in the past. With historical and current photographs of the DSB; the Band Founder's cornet mounted in a display case; it represents quite a collection, evidence of the history, not just of the Durnovaria Silver Band, but of Dorchester itself.

2.4. When the Fordington Methodist Church closed, the Band was obliged to seek new premises. It was fortunate to obtain the use of the Scout Hut in Lübbecke Way, Dorchester. It has at least enabled the Band to continue to meet, and has afforded it some limited storage. However, it provides only just sufficient rehearsal space, and really inadequate heating for the winter months. The Band endured one (mild) winter there, but it is unlikely to be able to endure another, particularly considering that several Band members are 'not as young as they were'.

2.5. In due course, the (former) Fordington Methodist Church was put up for sale, and the Durnovaria Silver Band took the unusual step of investigating whether it might be able to buy it – for a permanent home! It launched an appeal amongst its members and friends, and began investigating possible sources of funds, whether by way of grants or loans. At the same time, although already a registered Charity (No. 1073095), it resolved to incorporate itself as a Company Limited by Guarantee, as being a more appropriate vehicle for buying the premises, and managing the business to which it thought this might lead.

3

Fordington Methodist Church

3.1 The Church was built, perhaps a hundred years ago. It is brick built with a slated roof. It has two main rooms – the former Chapel (11.3m by 7.9m) and a hall (8.1m by 6.4m). The latter's dimensions exclude a small stage (4.0m by 2.2m) at one end. A smaller meeting room (7.0m by 4.6m) completes the principal areas. When it was a tenant, the Band practised in the hall part, with small tuition groups using the meeting room.

3.2 Although the DSB never used it as such, it is estimated that the Chapel could be used for small concerts, with room for seating about 75. The Band did, however, use it for some sound recordings, and considered its acoustic properties to be first class.

3.3. It also has a small kitchen and two toilets, one with disabled access. There are several storage areas, including under the stage, and an outhouse (2.4m by 2.2m), former boiler room – or privy? There is also attic space, which the band has not explored.

3.5 The heating is all electric, and adequate. In the Chapel, there are tubular heaters fixed on walls, as well as under the remaining pews; there are power points for high wall mounted heaters in the Hall, and lower wall points in both the Hall and Meeting Room. The premises have been on a White Meter tariff, but no storage heaters have been employed.

3.6 If the DSB succeeds in acquiring these premises it would anticipate continuing to use it for practice on one evening a week, using all three rooms, and also on one afternoon (of a different day), using perhaps just one.

3.7 It is the ambition of the Durnovaria Silver Band that the former Methodist Church should become a hall – not just for the use of The Durnovaria Silver Band – but for other groups to use for practice and generally presenting their work to the public, e.g. via concerts from musical interests, exhibitions by art clubs. The Band is now intent on engaging with other groups, of a similar inclination, so that the Hall's facilities may be more fully utilized.

Future Use of the Durnovaria Band Hall

4.1 The former Fordington Methodist Church building comprises two large rooms and a smaller room. It is already equipped with a disabled access and toilet facilities and has a small kitchen. There is also a small stage and secure spaces suitable for storage of the band's library, instruments and other effects. It is not only an ideal venue for the Durnovaria Silver Band's immediate purposes of rehearsal rooms and storage facilities, but will enable it to open its doors to other local groups who similarly require somewhere to meet and store their equipment.

4.2 Having this building will allow the Band to expand on its current musical activities. It will, for example, provide it with the opportunity to hold musical master classes for the benefit of all brass musicians in the area. The former Church room or Chapel will make an ideal, if modestly-sized, concert venue, enabling the Band, and other groups, to entertain the public at moderate cost.

4.3 It will also afford the Band, and others, the facility to run fundraising events, such as table top sales, coffee mornings and the like.

4.4 Several community groups have already expressed interest in using the building. The Dorchester Art Club has provided a Letter of Intent, stating they would like to use the facilities offered to hold their art classes and exhibitions, and also hold their committee meetings there. A Line Dance Club, Colour Strings, a Recorder group and The Dorchester Community Orchestra have all expressed interest. The Hall has, in the past, been used as a Polling Station. It is envisaged the building might also be offered for, small, private functions.

4.5 The Band has also been offered a piano. This might attract small dance groups and, indeed, a ballet class used to be held in the former Church hall. The piano, if of acceptable quality, would be of value for choral groups; could facilitate private piano lessons, as well as being available for concerts. It could also aid in preparing musicians for taking graded music exams.

4.6 It is hoped that this lovely old building, full of its own history, will become the Durnovaria Band Hall, for the use and benefit of the Community of Dorchester, at large.

Management of the Durnovaria Band Hall

5.1 The Durnovaria Silver Band is an unincorporated Registered Charity (No. 1073095). Action is currently underway towards incorporating as a Company Limited by Guarantee, for the purposes of acquiring and managing the former Fordington Methodist Church as The Durnovaria Band Hall.

5.2 The Company, Durnovaria Silver Band Trust Limited, will be incorporated initially with the Charity Commission's Model Articles. The Band Hall will be owned by Durnovaria Silver Band Trust Limited.

5.3 The company will be administered by a "Council of Management", comprised of at least seven directors, who will be elected by the members of the Company. The Company may initially be limited to forty members, but that number can be increased by the Council of Management.

5.4 Under the power of delegation contained in the Articles, three separate committees will be created with powers delegated by the Council of Management to those committees for specific tasks and duties. The three committees will be:

- **Band Management Committee;**
- **Finance Committee;**
- **Hall Management Committee.**

5.5 Each Committee will have a minimum of two directors from the Council of Management and such other persons as the Council of Management may decide. The Band Management Committee will deal with the management and administration of the band itself. The Finance Committee will deal with all financial aspects of the Company, including any rental and/or maintenance of the property (The Durnovaria Band Hall). The Hall Management Committee will deal with the upkeep, letting and running of the property.

5.6 Each of the committees will report to the Council of Management, and any other duties not dealt with by the committees will be dealt with by the Council of Management.

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Finance I: Purchase of the former Fordington Methodist Church

6.1 Purchasing Considerations

The intention is to purchase the property outright, with the assistance of donations and loans from Durnovaria Silver Band Members and friends. It is also intended to apply to various local authorities for substantial assistance in the form of grants and/or loans, in support of which this Business Plan has been prepared.

6.2 Purchase Costs

Purchase price of former Fordington Methodist Church	£125,000
Anticipated associated legal and other fees	£6,000
Anticipated initial repair/refurbishment costs	£6,000
TOTAL	£137,000

Note: The Band has sought the advice of a retired professional building contractor on the condition of the building and any necessary repairs following a successful purchase. From a visual inspection, he advised that the building was in a sound condition and fit for purpose, aside from a minor rising damp problem to one wall which would require addressing. A local building contractor has since given a 'Without prejudice' quotation of £5,000 (plus VAT) for this work, which is attached to this Plan.

6.3 Purchase Funding

Donations received	£45,000
Interest free Loans received	£15,000
West Dorset DC Grant promised	£5,000
Dorchester Town Council Grant to be applied for	£5,000
Dorchester Community Fund Grant to be applied for	£5,000
Total of Money Banked, plus Grants under consideration	£75,000

Balance required through additional Donations/Grants/Loans £62,000

TOTAL	£137,000
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Note: An application is to be made to Arts Council England, for Grant Aid. Dependent on the success of this, it is further intended to make application to West Dorset District Council for long term Loan Funding. Preliminary discussions towards this possibility have already taken place.

Finance II: Predicted Running Costs of the Durnovaria Band Hall

7.1 A budgetary forecast for the running of the Hall has been drawn up for the first three years of operation. To aid in this, the latest accounts of two local village halls have been studied closely.

7.2 Forecast Expenditure for Years 1 to 3

The following table lists the major expenses that have been addressed. The aim has been to break even for the first year, with a small surplus for the two years following. In fact the business is likely to show an appreciable surplus at the end of the first year, due to anticipated Gift Aid tax relief, which has not been included in the purchasing arrangements.

	Year 1	Year 2	Year 3	Note
EXPENDITURE	£	£	£	
Business Rates	0	0	0	1
Insurances	700	750	800	2
Maintenance	1,000	1,200	1,500	3
Utilities	1,200	1,500	1,800	4
Cleaning	500	500	500	5
DSB Expenses	1,600	1,750	1,900	6
<i>Loan repayments</i>	<i>5,000</i>	<i>4,900</i>	<i>4,800</i>	7
Total	10,000	10,600	11,300	

Note 1. It is hoped that rates will not be payable, due to 80% charitable relief, and a discretionary (small business) 20% relief from WDDC.

Note 2. The Year 1 figure represents the current insurance cost of the DSB equipments and an estimate for cover of the hall alone. It is supported by the insurance costs for two village halls.

Note 3. This is impossible to forecast accurately, but the two village halls consulted reported maintenance costs for 2012 of £2,072 and £48, respectively. It is to be expected that this item will increase year - on - year.

Note 4. The current cost of electricity for DSB's usage, alone would be less than £300 pa. A quotation for water and sewage, assuming low usage, has been obtained of less than £150, from Wessex Water. The figure quoted assumes usage of the hall for a total of just 15 hours per week, including six by DSB.

Note 5. If DSB was the sole occupant, the cleaning cost would be zero. A fixed cost of £500 is included for materials and contingencies. The sum for the two village halls was £850. (£120 and £730, respectively)

Note 6. DSB ordinary expenses amounted to £1,600 for 2012, and are not expected to increase substantially for the next few years.

Note 7. At this stage, it is anticipated that a substantial loan will be required, ideally from a local authority. For a 20 year loan of £50,000 @ 5%, it is expected that the payments of capital and interest in Years 1, 2 & 3 would be £5,000, £4,872 and £4,744, respectively. (This assumes capital is repaid at a uniform monthly rate, and interest paid annually in arrears.) For a loan of £30,000, the corresponding payments in Years 1, 2 & 3 would be £3,000, £2,923 and £2,847, respectively. Any surplus will be used to repay the (undated) interest free loans obtained from DSB Members and friends.

Finance III: Basis Income Account and Predicted Cash Flow

8.1 Forecast Income for Years 1 to 3

The basis here is the 2012 Accounts of the Durnovaria Silver Band, taking only routine items. It is assumed that these will continue unchanged for the first three years of operation – a conservative approach.

8.2 The following table presents the principal items of income. These relate directly to the audited accounts of the Durnovaria Silver Band for the year ended 28th February 2013. In addition, an allowance is made for the anticipated rental income from other users.

	Year 1	Year 2	Year 3	Note
INCOME	£	£	£	
DSB Engagements Fees	2,500	2,500	2,500	1
DSB Engagements Collections	1,200	1,200	1,200	2
DSB Subscriptions	400	400	400	3
DSB Attendance Donations	1,000	1,000	1,000	4
Gift Aid Tax Relief	7,000	200	200	5
Non DSB Group Hire	3,000	5,000	6,000	6
Total	15,100	10,300	11,300	

Note 1. Engagement Fees for 2012/13 for DSB were £2552

Note 2. Collections at DSB events during 2012/13 amounted to £1130

Note 3. DSB Membership subscriptions received for 2012 were £235, but have since been increased from £10 to £15 per adult member. Membership is approximately 30.

Note 4. At the last AGM, the decision was taken to introduce a voluntary ‘Attendance’ donation of £1 per practice. This has been receiving a high level of support.

Note 5. A major proportion of the donations already received will be Gift Aided. A conservative figure of £28,000 is assumed here. (Declarations completed and signed.) This will give rise to a (one-off) tax relief of £7,000. Additionally, most of the Attendance Donations will be Gift Aided; £200 pa, from Year 2, is assumed here.

Note 6. As of the date of this Business Plan, a firm Letter of Intent has been received from the Dorchester Art Club. This currently pays approximately £2,500 per year for the use of its current facilities. It is not envisaged that DSB Trust Limited would seek to undercut this significantly. Expressions of interest have been received by a number of other groups. Group Hire rental is based on a figure of £10 per hour.

8.3 The above figures have been based on a very conservative estimate of take-up by other groups, increasing from 6 hours per week in Year 1 to 12 by Year 3. The potential, assuming just one of the Chapel or Hall is used at any one time, is for more than double this last figure. By Year 4, it is anticipated that items of more major maintenance will begin to be required, as well as possible improvements to the property.

8.4 Predicted Cash Flow

The Total bank balances of the Durnovaria Silver Band at 28th February 2013 amounted to £7,205. Assuming a neutral 2013, and that the purchase costs of £137,000 are covered, the predicted cash flow forecast for the first three years, if £2,000 is allocated to the Company on Incorporation, is:

	Year 1	Year 2	Year 3
	£	£	£
Starting Balance	2,000	7,100	6,800
Excess of Income over Expenditure	5,100	(300)	- - - -
Year end Balance	7,100	6,800	6,800

Durnovaria Silver Band in Lùbbecke Town Centre - August 2013

Risk Assessments

9.1 Time

The principal risk, at this time, is not having enough time to complete the purchase of the former Fordington Methodist Church, to the vendor's desired timetable, even if the required funding is achieved. This is dependent on the results of applications for grant aid, and these may not be made known for some months. With this in mind, the vendor has been asked to accept half of the agreed price 'now' in return for waiting some months for the balance. If all applications for grant funding are successful, the purchase could be completed as soon as these monies are received. On the other hand, if the vendor proves to be totally intransigent, it is hard to see how these endeavours can continue. This Business Plan, (as is the remainder of this Risk Assessment), is written on the assumption that the vendor is prepared to grant more time before completion.

9.2 Funding for Purchase

This project depends for its viability on:

- (a) funding being in place, when required, to complete the purchase of the former Fordington Methodist Church to become the Durnovaria Band Hall;
- (b) an assured regular income, to be able to maintain the Durnovaria Band Hall as a robust business.

9.3 £125,000 is required to buy the Church, £ 6,000 to cover anticipated legal fees of purchase and Incorporation and £6,000 to carry out some repair work. Of this £137,000 total, approximately £60,000 in donations and loans has been received already. One grant for £5,000 has been promised. Two further local authority grants, each for £5,000, are currently being applied for. The risk of both of these applications being rejected is regarded as **Low**.

9.4 A Pre-Application was made to Arts Council England, for permission to apply for a grant of the remaining £62,000. The risk that this would be turned down was originally assessed at **Medium** to **High**. Permission to apply has now been refused, but DSB has been invited to submit a revised application. It is expected that a second attempt will be made, but towards a reduced grant of £32,000. The risk that this too will be turned down is assessed as **Medium**.

9.5 A fallback position, in anticipation of the application to Arts Council England failing to bear fruit, has always been to apply to a local authority for long term loan funding. Discussions have already taken place with council officials on this possibility. The risk of such an application failing, providing an ability to service the loan can be demonstrated, is assessed as **Low**. The intention is to apply for a loan of £30,000, with a request for permission to apply for up to a further £20,000, should the revised grant application (9.4) fail completely.

9.6 Annual Budget

The Business Plan needs to demonstrate that, going forward, the business will generate sufficient income to manage the hall, including its routine running costs, maintenance, etc., and periodic refurbishment. In addition, as the purchase will be, in part, loan funded, the income must be capable of servicing these loans. If forced to resort to a commercial loan, the annual cost could be significant.

9.7 The business will be heavily dependent on being able to hire out its generous space, of three principal rooms, plus some storage space, to other groups. The Band is in receipt of a Letter of Intent from the Dorchester Art Club (attached to this Business Plan), and has been in discussions with a small number of other interested parties. It is felt that interest will grow, once the premises

have been bought and are in use. Nevertheless, it must be expected that the Hall will not achieve a high level of occupancy at first.

9.8 The risk, that there will be no users, other than the Durnovaria Silver Band, in the first year is put at **Low**. The risk that the rental income during the second year is insufficient to avoid the Band having to dig into its reserves to, e.g., ensure the loans are serviced, is also put at **Low**. The risk that Total Income does not exceed the Total Expenditure by the end of third year is put at **Low**.

DSB Musical Director, Elizabeth Carter, conducts a combined band of Lübbecke and Dorchester musicians at an informal entertainment for the benefit of visitors from TiszaKécske, (Lubbecke's Twin Town of Hungary), on the occasion of the 25th Anniversary of its Twinning, playing "Home Away from Home" – Soloist: Anne Stone (DSB Principal Cornet)

Kummerbrink, Lubbecke - August 2013

10

Concluding Remarks

10.1 For 77 years, the Durnovaria Silver Band has been an integral part of the Dorchester scene, providing music and general support for the community. In all this time it has never had a permanent home, relying on the generosity of a range of landlords to provide premises for it to practise and keep its, quite valuable, equipment. In common with many provincial art and music groups it has laboured under a perpetual cloud of not knowing, from one year to the next, whether it would still have a place from which to operate.

10.2 Now the misfortune of a Church, feeling obliged to close down, has serendipitously presented the Band with the opportunity of procuring, as a permanent base, the premises that it had previously occupied for 17 of those years.

10.3 Although the Band has been able to secure financial support from its members and friends, sufficient for half of the asking price, it needs significant additional funding to make its dream come true.

10.4 In return, the Durnovaria Silver Band intends to create a new centre – the Durnovaria Band Hall – for the benefit of any other like minded arts groups in Dorchester – and to maintain and expand its services to the community of Dorchester.

Background Music for Village Flower Show

**Whitechurch Canonorum - August 2013
In Support of Rotary Club of Dorchester**

Corn Exchange, September 2012

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 10th SEPTEMBER, 2013

OUTDOOR EVENTS - PA SYSTEM

1. The Committee was informed at its last meeting that Listed Building Consent had been refused for permanent speakers to be attached to the Borough Gardens Bandstand. Members were also advised that consideration would be given to alternative options to improve the PA system in respect of ease of use and flexibility.
2. The main issue with the present system is that the equipment is heavy and it has to be brought out from underneath the Bandstand most weekends in the summer and on a number occasions transferred to other locations.
3. In conjunction with the Chairman of the Arts Panel various alternative systems have been investigated and it is proposed to move to a system of active speakers which are loudspeakers with built in amplifiers that are connected directly to a mixing desk.
4. The active speakers proposed are one of the lightest in this style weighing 14kg but to ensure they can be used by anyone it is proposed to purchase air powered speaker stands which will enable the speakers to be attached to the stand at low level and then lifted to the necessary height without any difficulty.
5. For smaller PA announcement type uses there will be no need to use a mixing desk, a radio mic transmitter can be plugged directly into the active speakers. Likewise the speakers also have RCA Phone inputs which allow additional connectivity to portable MP3 players, CD players etc.
6. The existing PA would be kept and made available for community use.
7. A quotation has been received for the new system, which includes speakers, stands, cabling, carry bags etc in the sum of £3,268.
8. The Council allocated £3,600 in this year's budget to fund the permanent speakers on the Bandstand, it is proposed to use this budget to purchase the new system.

Steve Newman
Deputy Town Clerk

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE
10th September, 2013
EXCLUSIVE RIGHT OF BURIAL

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

Name	Grave Number
Dorchester Cemetery	
Lindsay Sharpe	1943/C
Derek Ernest Norris	1941/C
Poundbury Cemetery	
Barry John Clewitt	166
Sylvia Marshall	177
Rosalind Dunford	190 Lawn
Fordington Cemetery	

MANAGEMENT COMMITTEE**10th September 2013**

July & August 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.

	July 2012	July 2013 PAID	FOC	August 2012	August 2013 PAID	FOC
Corn Exchange	9	10	-	12	7	1
Dressing Rooms	4	3	1	4	1	0
Town Hall	13	8	1	9	9	1
Magistrates Room	5	6	3	5	2	2
Council Chamber	1	1	7	1	1	3
Overall Total	32	28	12	31	20	7
Weymouth Avenue Pavilion	0	4	0	1	3	0
Borough Gardens House	2	6	2	4	4	0

	01	02	03	04	05	06	07	08	09	10	11	12	13	14	
Wedding Ceremonies	12	20	22	23	29	32	29	36	24	19	16	23	12	9	
Civil Partnerships					1	3	1	1	2	3		1	1		

Income

	July		August	
	2012	2013	2012	2013
	£	£	£	£
Corn Exchange	2095.02	2477.78	2067.81	2001.65
Dressing Rooms	137.73	165.60	105.43	66.40
Town Hall	1358.24	977.31	967.85	1052.66
Magistrates Room	479.59	751.96	488.54	203.35
Council Chamber	230.00	44.50	194.00	200.00
Overall Total £	4300.58	4417.15	3823.63	3524.06
2012/2013 Cumulative Total £		17528.84		21052.90
Percentage of Estimated Income 2012/13		27.1%		32.6%
Weymouth Avenue Pavilion	-	381.02	32.30	301.29
Borough Gardens House	83.50	448.53	415.75	489.70
Bar Franchise 10%	231.47	482.76	217.70	

Usage/ Occupancy

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 events. Subsequently if an event is all day it will appear more than just a morning event.

JULY	Corn Exchange		Dressing Rooms		Town Hall		Magistrates Room		Council Chamber	
	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013
Shows/Performances	3	1 + 2HR			-	-				-
Live Music Events	-	-	-	-	-	-		8		-
Farmers Markets / Sales	-	-	-	-	-	-	4	4		-
*Commercial Bookings	2	3	-	-	-	-	-	-	-	-
Birthday/Socials	-	-			-	-	-	-	-	-
Dance Classes *	6 + 6HR	5 + 5HR			9 + 2HR	6 + 11HR	-	-		-
Wedding Receptions	-	2 + 2HR			-	-		-		-
Wedding Ceremonies	-	-			1	-			1	-
Training Events	-	-	-	1	7	13HR	8	12	-	1
Meetings/Seminars	6	5	4	7	9	8	3	-	-	7
Exhibitions	-	2	-	-	-	-	-	2	-	-
Total	17 + 6HR	18 + 9HR	4	8	26 + 2HR	14 + 24HR	15	26	-	8
Income £	2095.02	2477.78	137.73	165.60	1358.24	977.31	479.59	751.96	230.00	44.50

AUGUST	Corn Exchange		Dressing Rooms		Town Hall		Magistrates Room		Council Chamber	
	2012	2013	2012	2013	2012	2013	2012	2013	2012	2013
Shows/Performances	10 hr	1			-	-			-	-
Live Music Events	-	-	-	-	-	-	-	-	-	-
Farmers Markets / Sales	-	-	-	-	-	-	5	5	-	-
*Commercial Bookings	2	2 + 10 HR	-	-	-	-	-	-	-	-
Birthday/Socials	-	-			1	1	-	-	-	-
Dance Classes	4 + 4 hr	5 + 5HR			5	1 + 4 HR	-	-	-	-
Wedding Receptions	1 + 2hr	1 + 1HR			1	1	-	-	-	-
Wedding Ceremonies	-	-			-	2			-	-
Training Events	-	-	-	-	5	9 HR	6	-	1	1
Meetings/Seminars	6	5	5	2	8	6	5	8	-	7
Exhibitions	-	-	-	-	-	-	-	-		
Total	13 + 6 hr	14 + 16 HR	5	2	20	11 + 13HR	16	13	1	8
Income £	2067.81	2001.65	105.43	66.40	967.85	1052.66	488.54	203.35	194.00	44.50

DORCHESTER MUNICIPAL BUILDINGS

Planned Maintenance/Projects and Urgent Works

10th September, 2013

Corn Exchange

- ❖ Stage Units Serviced – *Sico Europe Limited – 27th April 2010 – 24th October 2010 – 27th October 2011 – October 2012 - (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*
- ❖ 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*

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*
- ❖ *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*
- ❖ *Light diffusers replaced – February 2013*

Magistrates Room

- ❖ New flooring – quote being obtained – on hold – deteriorating, also in main lobby February 2013
- ❖ 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

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 - June 2012*

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 – *Asbury Ltd, Poole*
- ❖ *Boilers service – 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*

General

- ❖ 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:
- ❖ 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*
- ❖ Fire Marshall Training – *all Town Hall Keepers to attend – Poundbury – September 2010*
Update car park gates to comply with new frequency and health and safety guidelines – Completed – February 2012
- ❖ 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 – *review every 6 months – 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 apart from a small number of snagging items.*

DORCHESTER TOWN COUNCIL

MANAGEMENT COMMITTEE – 10th SEPTEMBER, 2013

DIRECT DEBITS FOR JULY AND AUGUST 2013

Date	Details	Gross (£)	Net (£)
15 July 2013	Salaries Telepay	30,526.92	
23 July 2013	Service Charges	10.00	
26 July 2013	Service Charges	63.53	
26 July 2013	Service Charges	31.23	
	Total for month	30,631.68	
15 August 2013	Salaries Telepay	32,186.47	
23 August 2013	Service Charges	10.00	
28 August 2013	Service Charges	79.29	
28 August 2013	Service Charges	28.07	
	Total for month	32,303.83	
	TOTAL FOR PERIOD	£62,935.51	

Signed:-

Chairman.....

Vice-Chairman.....

Date.....

Date: 03/09/2013

Time: 12:35:23

Dorchester Town Council

Page: 1

Day Books: Paid Invoices (Summary)

Supplier Reference From :

Supplier Reference To : ZZZZZZZZ

Payment Date From : 01/07/2013

Payment Date To : 31/08/2013

<u>Tran</u> <u>Number</u>	<u>Date</u>	<u>Account Ref</u>	<u>Inv Ref</u>	<u>Last Pay</u> <u>Date</u>	<u>Pay Reference</u>	<u>Net Amount</u>	<u>Tax Amount</u>	<u>Gross</u> <u>Amount</u>	<u>Amount</u> <u>Paid</u> <u>this</u> <u>Period</u>
64738	19/06/2013	BREDYAGR	157296	01/07/2013	029480	61.50	12.30	73.80	73.80
64739	19/06/2013	BREDYAGR	157312	01/07/2013	029480	1.28	0.26	1.54	1.54
64740	25/06/2013	BREDYAGR	157814	01/07/2013	029480	3.64	0.73	4.37	4.37
64741	25/06/2013	BREDYAGR	157760	01/07/2013	029480	20.80	4.16	24.96	24.96
64742	25/06/2013	BREDYAGR	157774	01/07/2013	029480	5.05	1.01	6.06	6.06
64743	24/06/2013	TRIDENTA	1114	01/07/2013	029492	120.00	0.00	120.00	120.00
64744	20/06/2013	BISHOPSP	SI0000179765	01/07/2013	029479	1216.00	243.20	1459.20	1459.20
64745	22/06/2013	NEWSCOMM	7909461	01/07/2013	029487	40.08	8.02	48.10	48.10
64746	21/06/2013	NEWSCOMM	7909461	01/07/2013	029487	98.40	19.68	118.08	118.08
64747	14/06/2013	WESSEXWA	200228983022	01/07/2013	029493	139.54	0.00	139.54	139.54
64748	14/06/2013	WESSEXWA	2002274631023	01/07/2013	029493	283.73	0.00	283.73	283.73
64749	18/06/2013	WESSEXWA	2009613214016	01/07/2013	029493	64.87	0.00	64.87	64.87
64750	18/06/2013	WESSEXWA	2018173641019	01/07/2013	029493	225.74	0.00	225.74	225.74
64751	21/06/2013	WESSEXWA	2009609523017	01/07/2013	029493	53.14	0.00	53.14	53.14
64752	15/06/2013	BTPLC	28725853	01/07/2013	029481	10.81	2.16	12.97	12.97
64753	15/06/2013	BTPLC	28725633	01/07/2013	029481	48.04	9.61	57.65	57.65
64754	13/06/2013	DCC	2800017145	01/07/2013	029484	404.36	80.87	485.23	485.23
64755	13/06/2013	DCC	2800017144	01/07/2013	029484	91.12	18.22	109.34	109.34
64756	21/06/2013	KHARPEN	1452897256	01/07/2013	029486	40.00	0.00	40.00	40.00
64757	25/06/2013	AUTOBITZ	N749891	01/07/2013	029478	12.68	2.54	15.22	15.22
64758	01/06/2013	DORSBOWL	004	01/07/2013	029485	251.20	0.00	251.20	251.20
64759	01/06/2013	DORSBOWL	004	01/07/2013	029485	300.86	0.00	300.86	300.86
64760	20/06/2013	TOYMASTE	DCH1	01/07/2013	029491	276.30	55.26	331.56	301.49
64761	20/06/2013	CONSORTI	9162715	01/07/2013	029482	32.93	6.59	39.52	39.52
64762	18/06/2013	RENTOKIL	70566057	01/07/2013	029489	112.87	22.57	135.44	135.44
64763	19/06/2013	A.PCHANT	132113	01/07/2013	029477	442.88	88.58	531.46	531.46
64764	31/05/2013	A.PCHANT	131966	01/07/2013	029477	61.86	12.37	74.23	74.23

64765	18/06/2013	SHOETREE	54	01/07/2013	029490	11.25	2.25	13.50	13.50
64766	01/06/2013	CORONAEN	08384165	01/07/2013	029483	39.55	1.98	41.53	41.53
64767	01/06/2013	CORONAEN	08384157	01/07/2013	029483	107.61	5.38	112.99	112.99
64768	01/06/2013	CORONAEN	08307650	01/07/2013	029483	58.10	2.91	61.01	61.01
64769	01/06/2013	CORONAEN	08307650	01/07/2013	029483	178.09	8.90	186.99	186.99
64770	01/06/2013	CORONAEN	08384151	01/07/2013	029483	64.09	3.20	67.29	67.29
64771	19/06/2013	PLAYINSP	10431	01/07/2013	029488	750.00	150.00	900.00	900.00
65013	31/05/2013	LODESMO	may13201300000898	09/07/2013	029501	77.02	15.40	92.42	92.42
65014	31/05/2013	LODESMO	may13201300000898	09/07/2013	029501	0.01	0.00	0.01	0.01
65015	01/07/2013	EDFENERG	0046	09/07/2013	029498	363.24	72.65	435.89	435.89
65016	01/07/2013	EDFENERG	0046	09/07/2013	029498	2.12	0.00	2.12	2.12
65017	29/06/2013	JOYS	001084	09/07/2013	029500	14.80	0.00	14.80	14.80
65018	26/06/2013	WESSEXWA	2009014482056	09/07/2013	029606	279.38	0.00	279.38	279.38
65019	28/06/2013	WESSEXWA	2009014482047	09/07/2013	029606	65.37	0.00	65.37	65.37
65020	27/06/2013	CONSORTI	9180256	09/07/2013	029496	42.59	8.52	51.11	51.11
65021	27/06/2013	CONSORTI	9180256	09/07/2013	029496	24.87	4.97	29.84	29.84
65022	03/07/2013	GRASSBY	11465/10883	09/07/2013	029499	135.00	27.00	162.00	162.00
65023	01/07/2013	DCC	1800312914	09/07/2013	029497	148.79	29.76	178.55	178.55
65024	30/06/2013	LYRECOUK	6390184458	09/07/2013	029502	202.20	40.44	242.64	242.64
65025	01/07/2013	STANNAHL	PO30149097	09/07/2013	029503	80.38	16.08	96.46	96.46
65026	01/07/2013	CARTERUT	387822	09/07/2013	029495	101.39	20.28	121.67	121.67
65027	01/07/2013	CARTERUT	387822	09/07/2013	029495	56.00	11.20	67.20	67.20
65028	01/07/2013	CARTERUT	387822	09/07/2013	029495	59.54	11.91	71.45	71.45
65029	01/07/2013	CARTERUT	387822	09/07/2013	029495	35.01	7.00	42.01	42.01
65030	01/07/2013	CARTERUT	387822	09/07/2013	029495	10.53	2.11	12.64	12.64
65031	01/07/2013	CARTERUT	387822	09/07/2013	029495	10.50	2.10	12.60	12.60
65032	01/07/2013	BREDYAGR	158316	09/07/2013	029494	4.98	1.00	5.98	5.98
65033	26/06/2013	BREDYAGR	157992	09/07/2013	029494	20.57	4.11	24.68	24.68
65034	26/06/2013	BREDYAGR	157996	09/07/2013	029494	16.88	3.38	20.26	20.26
65035	26/06/2013	BREDYAGR	158001	09/07/2013	029494	35.48	7.10	42.58	42.58
65036	28/06/2013	BREDYAGR	158150	09/07/2013	029494	17.16	3.43	20.59	20.59
65037	01/07/2013	WDDCREVE	107/0	09/07/2013	029504	439.00	0.00	439.00	439.00
65038	01/07/2013	WDDCREVE	106/0	09/07/2013	029504	1566.00	0.00	1566.00	1566.00
65039	01/07/2013	WDDCREVE	20/0	09/07/2013	029504	120.00	0.00	120.00	120.00
65040	01/07/2013	WDDCREVE	108/0	09/07/2013	029504	1401.00	0.00	1401.00	1401.00

65041	01/07/2013	WDDCREVE	105/0	09/07/2013	029504	74.00	0.00	74.00	74.00
65042	01/07/2013	WDDCREVE	6/0	09/07/2013	029504	211.00	0.00	211.00	211.00
65043	01/07/2013	WDDCREVE	5/0	09/07/2013	029504	27.00	0.00	27.00	27.00
65044	01/04/2013	DCC	1800283636	09/07/2013	029497	67.00	13.40	80.40	80.40
65057	07/07/2013	BRIANBAT	DORCHESTER REMEMBERS	10/07/2013	029510	64.95	12.99	77.94	77.94
65058	24/06/2013	GIBBS&DA	33835	10/07/2013	029514	14.89	2.98	17.87	17.87
65059	27/06/2013	A.PCHANT	132285	10/07/2013	029506	654.87	130.97	785.84	785.84
65060	02/07/2013	BREDYAGR	158409	10/07/2013	029508	32.93	0.00	32.93	32.93
65061	04/07/2013	BREDYAGR	158582	10/07/2013	029508	16.77	3.35	20.12	20.12
65062	28/05/2013	BREDYAGR	155581	10/07/2013	029508	49.98	10.00	59.98	59.98
65063	12/06/2013	DORTIMBE	50786	10/07/2013	029512	45.00	9.00	54.00	54.00
65064	27/06/2013	DORTIMBE	50971	10/07/2013	029512	53.97	10.79	64.76	64.76
65065	30/06/2013	LODERSMO	201300001097	10/07/2013	029516	42.82	8.56	51.38	51.38
65066	30/06/2013	LODERSMO	201300001096	10/07/2013	029516	78.13	15.63	93.76	93.76
65067	30/06/2013	LODERSMO	201300001096	10/07/2013	029516	168.46	33.69	202.15	202.15
65068	30/06/2013	LODERSMO	201300001096	10/07/2013	029516	43.34	8.67	52.01	52.01
65069	28/06/2013	DCC	2800017316	10/07/2013	029511	82.53	16.51	99.04	99.04
65070	11/06/2013	SCATS	61721245	10/07/2013	029519	49.90	9.98	59.88	59.88
65071	11/06/2013	SCATS	61721307	10/07/2013	029519	58.34	11.67	70.01	70.01
65072	27/06/2013	SCATS	61727335	10/07/2013	029519	25.33	5.07	30.40	30.40
65073	14/06/2013	SCATS	61722579	10/07/2013	029519	28.18	5.64	33.82	33.82
65074	30/06/2013	BREWERS	DCT/321866	10/07/2013	029509	40.57	8.11	48.68	48.68
65075	30/06/2013	BREWERS	DCT/321866	10/07/2013	029509	33.88	6.78	40.66	40.66
65076	30/06/2013	BREWERS	DCT/321868	10/07/2013	029509	50.83	10.17	61.00	61.00
65077	30/06/2013	BREWERS	DCT/321867	10/07/2013	029509	17.76	3.55	21.31	21.31
65078	30/06/2013	BREWERS	DCT/321865	10/07/2013	029509	26.89	5.38	32.27	32.27
65079	28/06/2013	SIMONMOO	56235	10/07/2013	029520	726.00	145.20	871.20	871.20
65080	28/06/2013	SIMONMOO	56235	10/07/2013	029520	96.00	19.20	115.20	115.20
65081	28/06/2013	SIMONMOO	56237	10/07/2013	029520	67.60	13.52	81.12	81.12
65082	28/06/2013	SIMONMOO	56236	10/07/2013	029520	543.60	108.72	652.32	652.32
65083	24/06/2013	ROMANGLA	0000412763	10/07/2013	029518	215.43	43.09	258.52	258.52
65084	29/06/2013	ECOCOMPO	292092	10/07/2013	029513	73.44	14.69	88.13	88.13
65085	28/06/2013	ANDYWHIT	26396	10/07/2013	029507	120.00	24.00	144.00	144.00
65086	28/06/2013	ANDYWHIT	26396	10/07/2013	029507	395.00	79.00	474.00	474.00
65087	28/06/2013	ANDYWHIT	26396	10/07/2013	029507	395.00	79.00	474.00	474.00

65088	28/06/2013	ANDYWHIT	26396	10/07/2013	029507	133.00	26.60	159.60	159.60
65089	28/06/2013	ANDYWHIT	26395	10/07/2013	029507	355.00	71.00	426.00	426.00
65090	28/06/2013	ANDYWHIT	26395	10/07/2013	029507	90.00	18.00	108.00	108.00
65091	28/06/2013	ANDYWHIT	26395	10/07/2013	029507	90.00	18.00	108.00	108.00
65092	28/06/2013	ANDYWHIT	26395	10/07/2013	029507	90.00	18.00	108.00	108.00
65093	28/06/2013	ANDYWHIT	26395	10/07/2013	029507	135.00	27.00	162.00	162.00
65094	28/06/2013	ANDYWHIT	26395	10/07/2013	029507	90.00	18.00	108.00	108.00
65095	28/06/2013	ANDYWHIT	26397	10/07/2013	029507	590.00	118.00	708.00	708.00
65096	10/07/2013	SLCC	SLCC	10/07/2013	029521	294.00	0.00	294.00	294.00
65097	20/06/2013	HIQ	34I03612 DISCLOSURE FOR PERSONAL	10/07/2013	029515	180.82	36.16	216.98	216.98
65098	10/07/2013	NEWMANS	LICENS	10/07/2013	029517	25.00	0.00	25.00	25.00
65099	10/07/2013	WAKELY	TB PICNIC	10/07/2013	029522	33.34	6.67	40.01	40.01
65100	10/07/2013	WAKELY	TWINNING	10/07/2013	029522	19.32	0.00	19.32	19.32
65171	05/07/2013	DCC	1800313115	15/07/2013	029527	30.00	0.00	30.00	30.00
65172	06/07/2013	ANDYWORT	DTCHC0001	15/07/2013	029525	50.00	0.00	50.00	50.00
65173	06/07/2013	ANDYWORT	DTCBG0001	15/07/2013	029525	100.00	0.00	100.00	100.00
65174	06/07/2013	ANDYWORT	DTCCX0001	15/07/2013	029525	200.00	0.00	200.00	200.00
65175	20/06/2013	E.ON	013625404170994	15/07/2013	029529	166.93	33.39	200.32	200.32
65176	10/07/2013	WDDCREVE	261167188	15/07/2013	029537	173.75	0.00	173.75	173.75
65177	10/07/2013	GMB	UNION	15/07/2013	029532	11.70	0.00	11.70	11.70
65178	10/07/2013	UNISON	UNION	15/07/2013	029534	31.70	0.00	31.70	31.70
65179	10/07/2013	FIRSTDOR	CREDIT UNION	15/07/2013	029530	110.00	0.00	110.00	110.00
65180	10/07/2013	DCC	PENSION	15/07/2013	029527	8077.34	0.00	8077.34	8077.34
65181	12/07/2013	CHISHOLM	FEE	15/07/2013	029526	273.44	0.00	273.44	273.44
65182	15/07/2013	ANDREWCO	FEE	15/07/2013	029523	275.00	0.00	275.00	275.00
65183	17/07/2013	FRIENDSO	FEE	17/07/2013	029540	250.00	0.00	250.00	250.00
65184	10/07/2013	INLANDRE	PAYE	15/07/2013	029533	4234.60	0.00	4234.60	4234.60
65185	10/07/2013	INLANDRE	NI	15/07/2013	029533	4458.01	0.00	4458.01	4458.01
65186	15/07/2013	INLANDRE	STUDENT LOAN	15/07/2013	029533	2.00	0.00	2.00	2.00
65187	05/07/2013	WPS	78727	15/07/2013	029539	121.57	0.00	121.57	121.57
65188	09/07/2013	DENCHERL	DL0005	15/07/2013	029528	950.00	0.00	950.00	950.00
65193	15/07/2013	UNITYTRU	ALTO PRE PAID CARD	15/07/2013	029536	49.99	10.00	59.99	59.99
65194	15/07/2013	UNITYTRU	ALTO PRE PAID CARD	15/07/2013	029536	25.00	5.00	30.00	30.00
65195	15/07/2013	UNITYTRU	ALTO PRE PAID CARD	15/07/2013	029536	49.99	10.00	59.99	59.99

65196	15/07/2013	UNITYTRU	ALTO PRE PAID CARD	15/07/2013	029536	27.00	5.40	32.40	32.40
65197	15/07/2013	UNITYTRU	ALTO PRE PAID CARD	15/07/2013	029536	21.32	4.26	25.58	25.58
65198	15/07/2013	UNITYTRU	ALTO PRE PAID CARD	15/07/2013	029536	12.49	2.50	14.99	14.99
65199	15/07/2013	UNITYTRU	ALTO PRE PAID CARD	15/07/2013	029536	108.62	21.72	130.34	130.34
65200	15/07/2013	UNITYTRU	ALTO PRE PAID CARD	15/07/2013	029536	59.29	11.86	71.15	71.15
65201	15/07/2013	UNITYTRU	ALTO PRE PAID CARD	15/07/2013	029536	12.49	2.50	14.99	14.99
65202	15/07/2013	UNITYTRU	ALTO PRE PAID CARD	15/07/2013	029536	49.90	0.00	49.90	49.90
65203	15/07/2013	UNITYTRU	ALTO PRE PAID CARD	15/07/2013	029536	52.49	10.50	62.99	62.99
65204	15/07/2013	UNITYTRU	ALTO PRE PAID CARD	15/07/2013	029536	99.99	20.00	119.99	119.99
65205	15/07/2013	UNITYTRU	ALTO PRE PAID CARD	15/07/2013	029536	41.67	8.33	50.00	50.00
65206	15/07/2013	UNITYTRU	ALTO PRE PAID CARD	15/07/2013	029536	59.90	0.00	59.90	59.90
65207	11/07/2013	BREDYAGR	159067	15/07/2013	029524	10.22	2.04	12.26	12.26
65208	11/07/2013	BREDYAGR	159062	15/07/2013	029524	58.57	11.71	70.28	70.28
65209	05/07/2013	WICKSTEE	715414	15/07/2013	029538	2262.00	452.40	2714.40	2714.40
65210	05/07/2013	WICKSTEE	715414	15/07/2013	029538	1131.00	226.20	1357.20	1357.20
65211	03/07/2013	GIBBS&DA	3770/01012827	15/07/2013	029531	25.03	5.01	30.04	30.04
65316	31/05/2013	SOUTHELE	5214806290022	17/07/2013	029542	85.11	4.26	89.37	89.37
65317	15/07/2013	TUDORROS	4TH STAGE PAYMENT	17/07/2013	029543	11762.90	2352.58	14115.48	14115.48
65318	30/04/2013	VIRIDORW	0000491680AB	17/07/2013	029544	62.00	12.40	74.40	74.40
65319	30/06/2013	REDLYNCH	5685	17/07/2013	029541	2675.00	535.00	3210.00	3210.00
65324	09/07/2013	TAYLORJA	2635	17/07/2013	029547	50.00	0.00	50.00	50.00
65325	09/07/2013	TAYLORJA	2635	17/07/2013	029547	15.00	0.00	15.00	15.00
65326	09/07/2013	TAYLORJA	2635	17/07/2013	029547	28.50	0.00	28.50	28.50
65327	09/07/2013	TAYLORJA	2635	17/07/2013	029547	5.00	0.00	5.00	5.00
65924	25/07/2013	MAULEGAR		25/07/2013	029548	200.00	0.00	200.00	200.00
65926	25/07/2013	ADEANNOF		25/07/2013	029549	160.00	0.00	160.00	160.00
65966	01/08/2013	WEYCONBR	FEE	01/08/2013	029550	210.00	0.00	210.00	210.00
65967	01/08/2013	WESTERNM	WM04627	01/08/2013	029551	1282.83	256.57	1539.40	1539.40
65968	30/07/2013	SJCHaine	DORCH FIRE REFUND - ROOM HIRE - INV	01/08/2013	029552	500.00	0.00	500.00	500.00
65984	18/07/2013	COMPdor	12202	05/08/2013	029553	105.50	21.10	126.60	126.60
65985	24/07/2013	CONSORTI	9253727	05/08/2013	029554	4.18	0.84	5.02	5.02
65986	24/07/2013	CONSORTI	9229095	05/08/2013	029554	62.15	12.44	74.59	74.59
65987	16/07/2013	TUDORDIS	21568	05/08/2013	029555	422.05	84.41	506.46	506.46
65988	24/07/2013	E.ON	013625404170994	05/08/2013	029556	141.01	28.20	169.21	169.21

65989	13/07/2013	CORONAEN	08474327	05/08/2013	029557	36.00	1.80	37.80	37.80
65990	13/07/2013	CORONAEN	08474312	05/08/2013	029557	48.41	2.42	50.83	50.83
65991	13/07/2013	CORONAEN	08474319	05/08/2013	029557	41.72	2.09	43.81	43.81
65992	21/06/2013	WALLISAG	DTC007	05/08/2013	029558	750.00	150.00	900.00	900.00
65993	30/06/2013	GWELETRI	34766	05/08/2013	029559	174.00	34.80	208.80	208.80
65994	03/07/2013	STYLISHS	15955	05/08/2013	029560	203.95	40.79	244.74	244.74
65995	03/07/2013	STYLISHS	15954	05/08/2013	029560	160.60	32.12	192.72	192.72
65996	30/07/2013	BRASSFOU	YARWOOD	05/08/2013	029561	97.28	19.46	116.74	116.74
65997	30/07/2013	BRASSFOU	YARWOOD	05/08/2013	029561	7.00	1.40	8.40	8.40
65998	20/07/2013	ECOCOMPO	292640	05/08/2013	029562	15.83	3.17	19.00	19.00
65999	13/07/2013	ECOCOMPO	292560	05/08/2013	029562	38.76	7.75	46.51	46.51
66000	02/07/2013	ECOCOMPO	292134	05/08/2013	029562	51.00	10.20	61.20	61.20
66001	16/07/2013	WESSEXIN	34134	05/08/2013	029563	126.00	25.20	151.20	151.20
66002	25/07/2013	LTJSMITH	04/2013	05/08/2013	029564	150.00	0.00	150.00	150.00
66003	22/07/2013	KHCARPEN	1452897256	05/08/2013	029565	140.00	0.00	140.00	140.00
66004	16/07/2013	DOMESTIC	1/30492	05/08/2013	029566	16.00	3.20	19.20	19.20
66005	25/07/2013	DCC	2800017660	05/08/2013	029567	105.28	21.06	126.34	126.34
66006	25/07/2013	DCC	2800017660	05/08/2013	029567	51.52	10.30	61.82	61.82
66007	25/07/2013	DCC	2800017660	05/08/2013	029567	201.26	40.25	241.51	241.51
66008	25/07/2013	DCC	2800017660	05/08/2013	029567	144.26	28.85	173.11	173.11
66009	25/07/2013	DCC	2800017660	05/08/2013	029567	60.26	12.06	72.32	72.32
66010	16/07/2013	BREDYAGR	159353	05/08/2013	029569	24.89	4.98	29.87	29.87
66011	17/07/2013	BREDYAGR	159455	05/08/2013	029569	35.88	7.18	43.06	43.06
66012	17/07/2013	BREDYAGR	159466	05/08/2013	029569	1.85	0.37	2.22	2.22
66013	18/07/2013	BREDYAGR	159604	05/08/2013	029569	93.11	18.62	111.73	111.73
66014	19/07/2013	BREDYAGR	159674	05/08/2013	029569	12.29	2.46	14.75	14.75
66015	24/07/2013	BREDYAGR	159990	05/08/2013	029569	16.30	3.26	19.56	19.56
66016	24/07/2013	BREDYAGR	160051	05/08/2013	029569	66.33	13.27	79.60	79.60
66017	25/07/2013	BREDYAGR	160178	05/08/2013	029569	17.77	3.55	21.32	21.32
66018	25/07/2013	BREDYAGR	160179	05/08/2013	029569	35.47	7.09	42.56	42.56
66019	25/07/2013	BREDYAGR	160183	05/08/2013	029569	71.29	14.26	85.55	85.55
66020	25/07/2013	BREDYAGR	160154	05/08/2013	029569	20.68	4.14	24.82	24.82
66021	25/07/2013	BREDYAGR	160186	05/08/2013	029569	17.77	3.55	21.32	21.32
66022	25/07/2013	BREDYAGR	160193	05/08/2013	029569	33.76	6.75	40.51	40.51
66023	25/07/2013	BREDYAGR	160197	05/08/2013	029569	20.57	4.11	24.68	24.68

66024	25/07/2013	BREDYAGR	160199	05/08/2013	029569	64.76	12.95	77.71	77.71
66025	26/07/2013	BREDYAGR	160257	05/08/2013	029569	3.98	0.83	4.81	4.81
66026	22/07/2013	USTIGATE	2434W/JC002	05/08/2013	029570	97.00	19.40	116.40	116.40
66027	16/07/2013	EXTRACAI	26158	05/08/2013	029571	303.11	60.62	363.73	363.73
66028	31/07/2013	DORYOUTH	GRANT	05/08/2013	029572	1330.00	0.00	1330.00	1330.00
66029	30/04/2013	COOMBESA	240713	05/08/2013	029573	450.00	0.00	450.00	450.00
66030	05/08/2013	BANGLES	LOVE PARKS	05/08/2013	029574	70.00	0.00	70.00	70.00
66031	05/08/2013	HELPAFRI	FEE	05/08/2013	029575	250.00	0.00	250.00	250.00
66055	05/08/2013	UNITEDCH	grant	05/08/2013	029576	250.00	0.00	250.00	250.00
66065	31/07/2013	BRODYFOR	0353	08/08/2013	029577	585.00	117.00	702.00	702.00
66066	05/08/2013	HEBDITCH	INFOBOARD	08/08/2013	029579	105.34	0.00	105.34	105.34
66067	26/07/2013	NOVACAST	28892	08/08/2013	029580	516.80	103.36	620.16	620.16
66068	19/07/2013	SLATTER	5856	08/08/2013	029582	538.00	107.60	645.60	645.60
66069	01/08/2013	WDDCREVE	107/0	08/08/2013	029583	439.00	0.00	439.00	439.00
66070	01/08/2013	WDDCREVE	106/0	08/08/2013	029583	1566.00	0.00	1566.00	1566.00
66071	01/08/2013	WDDCREVE	20/0	08/08/2013	029583	120.00	0.00	120.00	120.00
66072	01/08/2013	WDDCREVE	108/0	08/08/2013	029583	1401.00	0.00	1401.00	1401.00
66073	01/08/2013	WDDCREVE	105/0	08/08/2013	029583	74.00	0.00	74.00	74.00
66074	01/08/2013	WDDCREVE	6/0	08/08/2013	029583	211.00	0.00	211.00	211.00
66075	01/08/2013	WDDCREVE	5/0	08/08/2013	029583	27.00	0.00	27.00	27.00
66076	26/07/2013	WESSEXWA	4065875713	08/08/2013	029584	217.04	0.00	217.04	217.04
66077	26/07/2013	WESSEXWA	4065875704	08/08/2013	029584	55.11	0.00	55.11	55.11
66078	26/07/2013	WESSEXWA	4065744159	08/08/2013	029584	3555.50	0.00	3555.50	3555.50
66079	26/07/2013	WESSEXWA	4065744140	08/08/2013	029584	684.35	0.00	684.35	684.35
66080	26/07/2013	WESSEXWA	4065744168	08/08/2013	029584	80.78	0.00	80.78	80.78
66081	26/07/2013	WESSEXWA	4065744130	08/08/2013	029584	76.55	0.00	76.55	76.55
66082	26/07/2013	WESSEXWA	4065744177	08/08/2013	029584	88.10	0.00	88.10	88.10
66083	26/07/2013	WESSEXWA	4065648924	08/08/2013	029584	99.89	0.00	99.89	99.89
66084	26/07/2013	WESSEXWA	4065524610	08/08/2013	029584	1919.77	0.00	1919.77	1919.77
66085	26/07/2013	WESSEXWA	4065615309	08/08/2013	029584	507.81	0.00	507.81	507.81
66086	26/07/2013	WESSEXWA	4065648272	08/08/2013	029584	16.97	0.00	16.97	16.97
66087	15/07/2013	BTPLC	29191631	08/08/2013	029578	17.70	3.54	21.24	21.24
66088	15/07/2013	BTPLC	29191631	08/08/2013	029578	28.44	5.69	34.13	34.13
66089	15/07/2013	BTPLC	29161854	08/08/2013	029578	7.79	1.56	9.35	9.35
66090	31/07/2013	SHOETREE	89	08/08/2013	029581	10.83	2.17	13.00	13.00

66099	08/08/2013	MRMLEAK	FEE	08/08/2013	029598	350.00	0.00	350.00	350.00
66100	31/07/2013	LODESMO	201300001292	08/08/2013	029596	43.99	8.80	52.79	52.79
66101	31/07/2013	LODESMO	201300001292	08/08/2013	029596	173.53	34.71	208.24	208.24
66102	31/07/2013	LODESMO	201300001292	08/08/2013	029596	29.02	5.80	34.82	34.82
66103	30/07/2013	E.ON	HEDB6FBE6	08/08/2013	029590	1774.84	354.97	2129.81	2129.81
66104	30/07/2013	E.ON	HEDB6FBE6	08/08/2013	029590	1949.53	0.00	1949.53	1949.53
66105	02/07/2013	SCATS	61729368	08/08/2013	029599	52.10	10.42	62.52	62.52
66106	23/07/2013	SCATS	61736870	08/08/2013	029599	39.10	7.82	46.92	46.92
66107	30/07/2013	SCATS	31739544	08/08/2013	029599	52.10	10.42	62.52	62.52
66108	31/07/2013	SIMONMOO	56566	08/08/2013	029600	412.46	82.49	494.95	494.95
66109	01/08/2013	DCC	2800017766	08/08/2013	029589	1837.02	367.40	2204.42	2204.42
66110	31/07/2013	DCC	1800321112	08/08/2013	029589	695.00	0.00	695.00	695.00
66111	29/07/2013	KEOGHSL	9184828	08/08/2013	029594	720.40	0.00	720.40	720.40
66112	30/07/2013	ALLPACKP	207521	08/08/2013	029585	430.36	86.07	516.43	516.43
66113	31/07/2013	LYRECOUK	6390185275	08/08/2013	029597	267.73	53.55	321.28	321.28
66114	31/07/2013	LYRECOUK	6390185275	08/08/2013	029597	129.74	25.95	155.69	155.69
66115	31/07/2013	TRIM	00666	08/08/2013	029604	3267.95	653.59	3921.54	3921.54
66116	22/07/2013	ECOCOMPO	292756	08/08/2013	029591	68.00	13.60	81.60	81.60
66117	22/07/2013	ECOCOMPO	292755	08/08/2013	029591	50.32	10.06	60.38	60.38
66118	19/07/2013	TUDOREN	112261	08/08/2013	029605	95.68	19.14	114.82	114.82
66119	29/07/2013	ANDYWHIT	26483	08/08/2013	029586	189.00	37.80	226.80	226.80
66120	23/07/2013	FRANKHER	78284	08/08/2013	029592	38.02	7.60	45.62	45.62
66121	05/08/2013	LAPPSET	CD20130000246	08/08/2013	029595	337.48	67.50	404.98	404.98
66122	31/07/2013	STANNAHL	PO30149583	08/08/2013	029602	798.00	159.60	957.60	957.60
66123	26/07/2013	STAGEELE	00241501	08/08/2013	029601	22.12	4.42	26.54	26.54
66124	02/07/2013	HIGHWOOD	123464	08/08/2013	029593	323.47	64.69	388.16	388.16
66125	06/08/2013	TAYLORJA	2648	08/08/2013	029603	50.00	0.00	50.00	50.00
66126	06/08/2013	TAYLORJA	2648	08/08/2013	029603	28.50	0.00	28.50	28.50
66127	06/08/2013	TAYLORJA	2648	08/08/2013	029603	15.00	0.00	15.00	15.00
66128	06/08/2013	TAYLORJA	2648	08/08/2013	029603	5.00	0.00	5.00	5.00
66129	31/07/2013	BAQUSGRO	17990	08/08/2013	029587	1375.00	275.00	1650.00	1650.00
66130	01/08/2013	CONSORTI	9261797	08/08/2013	029588	8.40	1.68	10.08	10.08
66131	01/08/2013	CONSORTI	9261797	08/08/2013	029588	337.89	67.58	405.47	405.47
66218	09/08/2013	CKCOMMUN	18177	16/08/2013	029612	340.00	68.00	408.00	408.00
66219	29/07/2013	LIKEITLI	FEE	16/08/2013	029628	1680.00	0.00	1680.00	1680.00

66220	31/07/2013	BREWERS	DCT/322688	16/08/2013	029609	30.00	6.00	36.00	36.00
66221	31/07/2013	BREWERS	DCT/322689	16/08/2013	029609	32.81	6.56	39.37	39.37
66222	31/07/2013	BREWERS	DCT/322686	16/08/2013	029609	49.45	9.89	59.34	59.34
66223	31/07/2013	BREWERS	DCT/322687	16/08/2013	029609	16.76	3.35	20.11	20.11
66224	31/07/2013	BREWERS	DCT/322690	16/08/2013	029609	42.46	8.49	50.95	50.95
66225	01/08/2013	CRICHARD	FEE	16/08/2013	029614	100.00	0.00	100.00	100.00
66226	29/07/2013	PLANETAU	FEE	16/08/2013	029629	770.00	0.00	770.00	770.00
66227	01/08/2013	EMMAGALE	FEE	16/08/2013	029620	250.00	0.00	250.00	250.00
66228	01/08/2013	AMYMAYES	FEE	16/08/2013	029607	250.00	0.00	250.00	250.00
66229	01/08/2013	DAMENRMR	FEE	16/08/2013	029615	250.00	0.00	250.00	250.00
66230	01/08/2013	WKERR	FEE	16/08/2013	029637	250.00	0.00	250.00	250.00
66231	01/08/2013	PURBECKB	FEE	16/08/2013	029631	400.00	0.00	400.00	400.00
66232	09/08/2013	BISGROVE	FEE	16/08/2013	029608	400.00	0.00	400.00	400.00
66233	15/08/2013	POSTOFFI	DN05WWU TAX	16/08/2013	029630	220.00	0.00	220.00	220.00
66234	12/08/2013	E.ON	HEEB3A5F6	16/08/2013	029619	111.79	22.36	134.15	134.15
66235	06/08/2013	ALPHASUP	031093655	16/08/2013	029606	88.50	17.70	106.20	106.20
66236	15/08/2013	HOLMESS	BACKPAY	16/08/2013	029626	62.51	0.00	62.51	62.51
66237	15/08/2013	HOLMESDM	BACKPAY	16/08/2013	029625	134.82	0.00	134.82	134.82
66238	10/08/2013	WESSEXWA	4066643342	16/08/2013	029636	346.83	0.00	346.83	346.83
66239	07/08/2013	BTPLC	Q09064	16/08/2013	029610	10.86	2.17	13.03	13.03
66240	04/08/2013	BTPLC	ST64618147Q108FB	16/08/2013	029610	302.79	60.56	363.35	363.35
66241	23/07/2013	DORTIMBE	51284	16/08/2013	029618	14.40	2.88	17.28	17.28
66242	31/07/2013	DORTIMBE	51423	16/08/2013	029618	11.17	2.23	13.40	13.40
66243	22/07/2013	GIBBS&DA	3770/01013555	16/08/2013	029622	143.70	28.74	172.44	172.44
66244	08/08/2013	STJOHN	SP13016405	16/08/2013	029633	135.00	27.00	162.00	162.00
66245	31/07/2013	HAULWAST	0000584206AB	16/08/2013	029624	649.38	129.88	779.26	779.26
66246	30/07/2013	HAULWAST	0000566229AB	16/08/2013	029624	135.20	27.04	162.24	162.24
66247	30/07/2013	HAULWAST	0000554009AB	16/08/2013	029624	507.90	101.58	609.48	609.48
66248	10/08/2013	INLANDRE	PAYE	16/08/2013	029627	3278.90	0.00	3278.90	3278.90
66249	10/08/2013	INLANDRE	NI	16/08/2013	029627	4362.38	0.00	4362.38	4362.38
66250	10/08/2013	INLANDRE	STUDENT LOAN	16/08/2013	029627	2.00	0.00	2.00	2.00
66251	10/08/2013	WDDCREVE	261167188	16/08/2013	029635	180.39	0.00	180.39	180.39
66252	10/08/2013	UNISON	UNION	16/08/2013	029634	25.40	0.00	25.40	25.40
66253	10/08/2013	DCC	PENSION	16/08/2013	029616	8285.79	0.00	8285.79	8285.79
66254	10/08/2013	GMB	UNION	16/08/2013	029623	11.70	0.00	11.70	11.70

66255	10/08/2013	FIRSTDOR	CREDIT UNION	16/08/2013	029621	110.00	0.00	110.00	110.00
66256	08/08/2013	CONSORTI	9267741	16/08/2013	029613	228.82	45.76	274.58	274.58
66257	01/08/2013	CARTERUT	394706	16/08/2013	029611	100.30	20.06	120.36	120.36
66258	01/08/2013	CARTERUT	394706	16/08/2013	029611	56.00	11.20	67.20	67.20
66259	01/08/2013	CARTERUT	394706	16/08/2013	029611	60.93	12.19	73.12	73.12
66260	01/08/2013	CARTERUT	394706	16/08/2013	029611	35.00	7.00	42.00	42.00
66261	01/08/2013	CARTERUT	394706	16/08/2013	029611	10.51	2.10	12.61	12.61
66262	01/08/2013	CARTERUT	394706	16/08/2013	029611	10.50	2.10	12.60	12.60
66263	09/08/2013	DORSTOWN	SPONSORSHIP	16/08/2013	029617	150.00	30.00	180.00	180.00
66348	14/08/2013	GLADYSGU	89	21/08/2013	029650	65.00	0.00	65.00	65.00
66349	05/07/2013	TAMPENTA	1307105	21/08/2013	029647	28.88	5.78	34.66	34.66
66350	12/08/2013	STYLISHS	16031	21/08/2013	029646	20.00	4.00	24.00	24.00
66351	06/06/2013	AUTOBITZ	N749175	21/08/2013	029638	7.00	1.40	8.40	8.40
66352	06/08/2013	BREDYAGR	160962	21/08/2013	029639	18.81	0.00	18.81	18.81
66353	06/08/2013	BREDYAGR	160962	21/08/2013	029639	23.63	4.73	28.36	28.36
66354	31/07/2013	CHANTAP	133004	21/08/2013	029640	95.79	19.16	114.95	114.95
66355	21/08/2013	JOYS		21/08/2013	029644	19.25	0.00	19.25	19.25
66356	16/08/2013	PETTYCAS	PETTY CASH	21/08/2013	029645	96.98	0.00	96.98	96.98
66357	13/08/2013	DCC	2800017905	21/08/2013	029642	1222.44	244.49	1466.93	1466.93
66358	13/08/2013	DCC	2800017905	21/08/2013	029642	3508.44	701.69	4210.13	4210.13
66359	14/08/2013	CORONAEN	08562000	21/08/2013	029641	37.20	1.86	39.06	39.06
66360	14/08/2013	CORONAEN	08562002	21/08/2013	029641	39.55	1.98	41.53	41.53
66361	15/08/2013	BREDYAGR	161607	21/08/2013	029639	39.53	7.91	47.44	47.44
66362	15/08/2013	BREDYAGR	161600	21/08/2013	029639	76.66	15.33	91.99	91.99
66363	11/08/2013	WDDC	0041137822	21/08/2013	029648	162.00	32.40	194.40	194.40
66364	31/07/2013	HIQ	34I03880	21/08/2013	029643	51.75	10.35	62.10	62.10
66365	15/08/2013	WDDC	0041140767	21/08/2013	029648	95.00	0.00	95.00	95.00
66366	15/08/2013	WDDC	0041140699	21/08/2013	029648	332.50	0.00	332.50	332.50
66367	14/08/2013	WPS	79396	21/08/2013	029649	53.00	0.00	53.00	53.00
66385	22/08/2013	DCC	PENSION	22/08/2013	029651	8077.34	0.00	8077.34	8077.34
66386	22/08/2013	DCC	1800313115	22/08/2013	029652	30.00	0.00	30.00	30.00
66391	15/08/2013	MARKETWE	SW638-11	23/08/2013	029654	25.00	5.00	30.00	30.00
66392	22/08/2013	PALLINGT	CIVIC VISIT	23/08/2013	029656	90.00	0.00	90.00	90.00
66393	17/08/2013	E.ON	HEF179FC8	23/08/2013	029653	738.17	147.63	885.80	885.80
66394	17/08/2013	E.ON	HEF13B46B	23/08/2013	029653	872.30	174.46	1046.76	1046.76

66395	13/08/2013	PITNEYBO	32250149	23/08/2013	029657	9.00	1.80	10.80	10.80
66396	13/08/2013	PITNEYBO	32250149	23/08/2013	029657	450.00	0.00	450.00	450.00
66397	19/08/2013	SOUTHELE	0005	23/08/2013	029658	16.34	0.82	17.16	17.16
66398	19/08/2013	SOUTHELE	0018	23/08/2013	029658	33.93	1.70	35.63	35.63
66399	19/08/2013	SOUTHELE	0005	23/08/2013	029658	18.63	0.93	19.56	19.56
66400	09/08/2013	OLIVERTI	201308091	23/08/2013	029655	60.00	0.00	60.00	60.00
66408	28/06/2013	ARNOLDJO	84857	23/08/2013	029659	2693.13	538.63	3231.76	3231.76
						<u>137793.94</u>	<u>12411.33</u>	<u>150205.27</u>	<u>150175.20</u>