



To: All Members of Killamarsh Parish Council Environment and Climate Change Committee

You are Hereby Summoned to attend a meeting of the Parish Council to be held on WEDNESDAY 11th October 2023 at 6:30 PM KILLAMARSH COMMUNITY HUB.

Yours sincerely

Mrs Gail Blank
Clerk & Responsible Finance Officer to the Parish Council

AGENDA

1 Chair's Announcements

- To receive the Chair's opening announcements.

2 Apologies for Absence

- To note apologies for absence given to the Clerk prior to the meeting.

3 Declaration of Disclosable Pecuniary & Other Interests

a) To receive declarations of disclosable pecuniary interests and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.

b) To receive, consider and record Councillors requests for dispensation (Section 13 Localism Act 2011) in connection with items on this agenda. Applications for this must be made in writing to the Clerk prior to the meeting.

4 Adjournment for Public Participation

- To adjourn the meeting for 15 minutes to allow members of the public 3 minutes each to make representation on the business of the agenda for the meeting. No resolutions can be made under public participation.

5 Exclusion of the Press and Public - Public Bodies (Admissions to Meetings Act) 1960

- To consider and resolve any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admission to Meetings) Act 1960 for matters appertaining to confidential or exempt information.

6 Minutes from the previous meeting

a) To approve the draft minutes of the meeting held on 6th September 2023.
b) To receive an update on any ongoing issues not covered as an agenda item (report attached).

7 Community bus

- To consider the options and cost implications of the Parish Council running a community bus (report attached).

8 Budget

a) To consider and approve the budget requirement for 2024/25

b) To consider whether to increase the allotment annual rent for 2024/25

9 Cemetery

- To consider and approve any further action to be taken with regards to the cemetery tap, following unsuccessful attempts to reduce the flow with a restrictor valve.

10 Birchlands

a) To consider and approve the siting of and type of play equipment to be installed at Birchlands, following the site visit on 4th October 2023 (examples attached). If approved the office will seek to obtain quotations for the specific type of play equipment required.

b) To consider and approve the installation of and siting of goal posts and a basketball net at Birchlands. If approved the office will seek to obtain quotations.

11 Neighbourhood Plan

- To consider and approve the tender document from Andrew Towleron Consultants for the preparation of the Killamarsh Neighbourhood Plan - Phase 1

12 Allotments

a) To consider and approve whether to recommend the creation of new allotment plots at Belkane, following the site visit by the Committee on 4th October 2023.

b) To consider and approve any action following an appeal by an allotment tenant against a notice to quit.

13 Items for discussion for a future agenda

- To notify the Clerk of any matters for inclusion on the agenda for future meetings

14 Date of the Next Council Meeting

- 15th November 2023

PUBLIC BODIES (ADMISSION TO MEETINGS ACT) 1960

Meetings shall be open to the public unless their presence is prejudicial to the public interest by reason of the confidential nature of the business to be transacted or for other special reasons. The public's exclusion from part or all of a meeting shall be by a resolution which will give reasons for the public's exclusion in accordance with the Public Bodies (Admission to Meetings Act) 1960.

RECORDING OF COUNCIL MEETINGS

Under the Openness of Local Govt. Bodies Regulations 2014, the Council, members of the public and press may film, record or photograph a formal Council meeting when the meeting is in public session. Recording activity should be respectful to the conduct of the meeting and behaviour that disrupts the meeting (such as oral commentary) will not be permitted.

PUBLIC PARTICIPATION

Notice is given that at a time agreed by the meeting, 15 minutes may be set aside for members of the public to make representation on the business of the agenda for the meeting. Any members of the public shall not speak for more than three minutes unless permitted by the Chair. A question asked by a member of the public during public participation shall not require a response or debate during the meeting though the Chair may direct that a written response will be provided subsequent to the meeting.

CORONAVIRUS

Killamarsh Parish Council will continue to monitor Covid-19 and act accordingly. Attendees are encouraged to register their attendance on arrival and to use the hand sanitiser provided. Members of the public who are unable to attend can email their questions to the Parish office (parish.office@killamarsh-pc.gov.uk) in advance of the meeting which will be read out under the public participation session.



MINUTES OF THE ENVIRONMENT AND CLIMATE CHANGE COMMITTEE HELD ON WEDNESDAY 06 SEPTEMBER 2023

Those present :

Chair : Cllr W Tinley
Vice-Chair : Cllr C Lacey
Councillors : Cllr H Laws, Cllr J Sherman, Cllr J Windle
Officers : Miss H Johnson

ENV149 Chair's Announcements

The Chair welcomed everyone to the meeting.

ENV150 Apologies for Absence

Apologies were received from Cllr S Clough and the reason given was accepted.

ENV151 Declaration of Disclosable Pecuniary & Other Interests

a) To receive declarations of disclosable pecuniary interests and personal and prejudicial interests from members on matters to be considered at the meeting in accordance with the Localism Act 2011 (section 30 to 33). Officers are required to make a formal declaration about council contracts where the employee has a financial interest in accordance with the LGA 1972, s117.

None.

b) To receive, consider and record Councillors requests for dispensation (Section 13 Localism Act 2011) in connection with items on this agenda. Applications for this must be made in writing to the Clerk prior to the meeting.

None.

ENV152 Adjournment for Public Participation

- To adjourn the meeting for 15 minutes to allow members of the public 3 minutes each to make representation on the business of the agenda for the meeting. No resolutions can be made under public participation.

Members of the public present made comments on:

- Cllr T Lacey was in attendance and commented on the proposed amendments to the bus service in Killamarsh, especially bus no. 80, which Stagecoach are stopping after the 31st October and said that people are extremely concerned that Killamarsh will be cut off from places such as Sheffield and Chesterfield.
- A member of the public asked for full costs for the work at the cemetery to install automated gates.
- A member of the public mentioned that the no parking signs had been removed again from the village green and said that they had seen a vehicle with an Anglian Water logo parked on the village green on several occasions.

ENV153 Exclusion of the Press and Public - Public Bodies (Admissions to Meetings Act) 1960

- To consider and resolve any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admission to Meetings) Act 1960 for matters appertaining to confidential or exempt information.

RESOLVED: That the press and public should be excluded from items 10, 11 and 12 due to discussions around quotations for proposed works.

ENV154 Minutes from the previous meeting

a) To approve the draft minutes of the meeting held on 12th July 2023.

RESOLVED: That the minutes of the meeting held on the 12th July 2023 are a true and accurate record.

b) To receive an update on any ongoing issues not covered as an agenda item.

Allotments

Four notice to improve letters have been sent out to tenants not achieving the required amount of cultivation on their plots.

The Deputy Clerk and the handyperson have assessed the land at Belklane and have estimated that around six new allotments could be created. The ground is quite sloping so may have to be levelled up with more topsoil. Also the goal posts would have to be moved, potentially to the triangle shaped patch at the bottom right to keep them out of the way of the houses? The office is awaiting further instruction from the committee in how to proceed.

Belklane

Following requests from councillors and an official letter from Derbyshire County Council regarding the overgrown path/public right of way, running through Belklane Park, the office has commissioned a local supplier to clear the path to make it easier for access.

Birchlands play equipment

The office is awaiting further details from the committee with regards to the exact piece/s of play equipment they would like the office to obtain quotes for.

CCTV

At the meeting of Full Council on 24th July it was resolved that the installation of CCTV was approved as per the recommendation and for the office is currently waiting for the outcome of a grant application to fund the project.

Cemetery Gates automation

This is currently in and needs to be in the following order:

1. A cubicle to house the meter needs erecting - done
2. National Grid will then install the supply - done
3. An electricity company will fit the meter – currently arranging
4. An electrician will do the additional wiring to enable the connection
5. Finally the automation will be fitted to the gates

Church Clock

A letter was sent to the Diocese on behalf of the Parish Council asking if the Church would fund the clock restoration. A reply was received saying that they would look into any ways they could help with the funding.

Norwood Play Area

As councillors are aware there has been some instances of vandalism at Norwood. We are awaiting a report/quotation from Kompan to repair the damage. Cllr Laws reported that there had been no further damage to the play area.

Parking on Bridge Street

A letter was sent to the Chief Constable of Derbyshire Police asking if there was anything they could do to prevent illegal and hazardous parking on Bridge Street. A reply was received saying that it would be looked into.

Speed Indicator Devices

DCC have granted the licence to install the SIDs and we are waiting for an installation date to be confirmed.

Village Green

Two no parking signs were erected, but were removed within two week by persons unknown. Two laminated no parking notices have been wrapped around some trees using cable ties so not to damage the tree.

Cllr Laws commented that he would chase up the amendments to the proposal from Mark Hewitt to do some additional grass cutting at the cemetery.

Cllr Lacey asked that for the next meeting the agenda pack could go out all in one PDF document.

ENV155 Noticeboards

- To consider and approve locations for any required additional parish council noticeboards.

Potential locations for additional noticeboards were discussed. It was agreed to initially install a new noticeboard at Norwood, on the pavement opposite the Sandwich Junction, subject to finances being available and an appropriate licence being obtained from DCC.

RESOLVED: To obtain any necessary permissions to install a new Parish Council noticeboard at Norwood.

ENV156 Birchlands

- To consider and approve any action needed with regards to mole activity at Birchlands Park, in response to a complaint by a resident.

RESOLVED: To take no action to trap and kill moles on Birchlands Park and to send the resident some recommendations for deterring moles from digging in their garden.

ENV157 Litter & Dog Bins

- To consider and approve a request from a resident to install a dog bin on the gennal between Stanley Street and Walkers Lane.

There was a concern about installing a new dog bin in what is largely a residential area. There was a suggestion to ask the residents in the area if they would object to a dog bin being placed near to their houses. Cllr Tinley mentioned that the office had asked for feedback from the Killamarsh Wombles on whether it was an area that was particularly bad for picking up dog waste.

RESOLVED: To not install a new dog bin at this point until further information is available.

ENV158 Norwood

- To consider and approve a dropped kerb at the entrance to the Norwood Playground.

The quotations from three companies to install a dropped kerb were discussed and one quote was approved.

RESOLVED: To apply to Derbyshire County Council for a licence for the agreed supplier to install a dropped kerb at the entrance to the Norwood Playground.

ENV159 Trees and hedges

- To approve some remedial tree work on Parish Council land at: Birchlands/Linear Park/Memorial Gardens/Village Green

Tree work was approved as follows:

Linear Park: Reduce Silver Birch, cut back Damson trees two metres from fence (seven metre stretch). Reduce mature ash tree at the side of flats by one third.

Village Green: Fell diseased Horse Chestnut tree, grind out stump below ground level.
Memorial Gardens: Lift Beech trees up at the side of the road. Trees on inside to be lifted where needed.

It was not approved to remove the stump of the old cherry tree at the Memorial Gardens as the Committee would prefer it to be decorated.

The Committee wanted more information about the tree work at Birchlands to insure only essential work was commissioned. The Committee delegated the final decision to the Chair once the information had been received.

RESOLVED: To ask for a revised quote from the approved tree surgeon and to commission the approved work.

ENV160 Grounds Maintenance

- To consider and approve a recommendation to Full Council to use an alternative grounds maintenance company from 2024/25

On request of the Committee and due to numerous complaints about unsatisfactory grass and hedge maintenance on Parish Council land by NEDDC, the office had obtained three quotations from alternative grounds maintenance companies.

A report had been provided detailing the alternative options, but as they were all more expensive than the current agreement Cllr Windle moved and in total four committee members agreed to remain with NEDDC as the grounds maintenance contractors, and one member abstained from the vote.

RESOLVED: To not recommend to Full Council to use an alternative grounds maintenance company from 2024/25.

ENV161 Items for discussion for a future agenda

- Community bus
- E&CC Committee budget
- Allotment rents for 2024/25
- Cemetery tap
- Tree Preservation Orders

ENV162 Date of the Next Council Meeting

- 11th October 2023

The meeting closed at 7.45pm



Item 6b – Update Report

TO:	Members of the Environment & Climate Change Committee
DATE:	11 th October 2023
SUBJECT:	Information about ongoing issues not included on the agenda
REPORT AUTHOR:	Judy France [Deputy Parish Clerk]

Information about ongoing issues not included on the agenda

Purpose of Report: To update members with information about ongoing issues not included on the agenda

2023/24 Top Priorities

1. CCTV – update below
2. Cemetery gates automation – update below
3. Birchlands play equipment – on the agenda
4. Purchase of parish vehicle – not started
5. Additional allotments at Belkline – on the agenda

Future projects

Memorial gardens development
Community bus – on the agenda
Playground at Highmoor
Climate change action plan

Allotments

- Two notice to quit letters were sent out on 25th September 2023, giving the tenants one months notice to remove all items from the plots.
- Two other ploholders who were sent notice to improve letters have made significant improvements.

CCTV

At the meeting of Full Council on 24th July it was resolved that the installation of CCTV was approved as per the recommendation and for the office is currently waiting for the outcome of a grant application to help fund the project.

Cemetery Gates automation

This is currently in progress:

1. A cubicle to house the meter has been fitted
2. National Grid have installed the cables.
3. E-on are fitting the electricity meter on 6th October.
4. An electrician has been arranged to enable the connection.
5. An installer has been arranged to automate the gates.

Norwood

An application to Derbyshire County Council for a licence to drop the kerb at the entrance to the playground has been made.

An application to Derbyshire County Council for a licence to install a new noticeboard near to the roundabout by the Sandwich Junction has been made.

Speed Indicator Devices

The SIDs are ready to be installed, we are waiting for Derbyshire County Council to remove some signs from the posts where the SIDs are being placed.

Trees

The tree surgeon who had been commissioned to do the essential tree work on Parish Council land has unfortunately had to withdraw his quotation due to ill-health. The office is currently in the process of contacting alternative suppliers.



Killamarsh Parish Council

Item 7 - Update Report

TO:	Members of the Environment & Climate Change Committee
MEETING DATE:	11 th October 2023
SUBJECT:	Community bus
REPORT AUTHOR:	Judy France, Deputy Clerk



Purpose of Report: To provide the Committee with some information about community bus schemes

Background (from Parish Council archive folders)

The Parish Council provided a community bus in Killamarsh up to March 2020, running every Thursday morning. The bus picked up passengers from various locations around the village, bringing people to the centre so that they could access the post office, Aldi and Co-op, and then taking them back again. The Parish Council employed a bus company called 'Community Transport for Town and Country' (CT4TC) to run the service. CT4TC gave notice in November 2019 that their costs would be increasing from April 2020, and so alternative quotations were sought, however CT4TC were still the most competitive quote. In early March 2020 the Parish Council received communications from CT4TC that there were in the process of restructuring their services.

This was followed in late March 2020 by the global pandemic which had a massive impact on goods and services, and since that time the Parish Council has not provided a community bus service in Killamarsh. The sum of £5000 is allocated on an annual basis in the Parish Council budget, for the purpose of bringing back a community bus service in the future.

Current

As the community bus service is now back on the agenda the office has written to the previous bus company and two other bus companies that were asked for quotes in the past to ascertain whether they still offered a similar service and what their rates would be (CT4TC, Sheffield Community Transport and Rotherham Community Transport). This is so the Council can get an idea of costs that would be incurred for hiring a company to provide a community bus, as a comparison to the Council purchasing a bus and employing a driver or another option. Sheffield Community Transport have replied so far to say that they no longer offer this service outside of Sheffield.

Derbyshire Connect Shopper

Derbyshire Connect Shopper service provides a weekly shopping journey from every community in the county to a local town centre and/or major supermarket for people unable to use conventional buses because of age, disability or because they live in areas where public transport is limited. The services provide door-to-door transport using a wheelchair accessible vehicle and passenger assistants are available, on request, for anyone needing extra help. Gold Card holders can use Derbyshire Connect services free-of-charge. Other passengers are charged a flat rate fare of £3.50 single or £6 return.

For Killamarsh the weekly service (no. 109) runs on a Thursday and pickups commence from 11.15am to go to Morrisons at Staveley. Areas served are Marsh Lane, Eckington, Killamarsh, Spinkhill, Renishaw, Mastin Moor and Staveley. Time allotted to Morrisons is 12:30pm to 14:50pm. This service is run by Derbyshire Community Transport (DCT) in the north and east of the county. (NB. The office has written to DCT for further details and to ask if they could provide a vehicle/driver hire service separately to the weekly shopper service).

Case study – Disley Parish Council Community bus

Disley Parish Council purchased a 15-seater minibus in 2018 with funding from the Parish Council, the National Lottery, and various other local community groups. The bus is driven by a team of volunteer drivers who have all completed a minibus driving awareness course. Passengers must be registered as a member of the Community bus scheme – membership fee £1. The bus service offers excursions on specific dates to historic venues, garden centres, markets and local villages, and charges a fee per trip in the region of £4 to £8. A weekly door-to-door shopper bus service is also provided for less mobile residents. The bus is available for hire by local community groups, with their own drivers, for which separate charges apply.

Item 8a

Budget Name (Cost Centre)	Sub Heading (Nominal)	23/24 Budget	23/24 Projected Outturn	24/25 Proposed Budget	Increase / Decrease (+)	Notes
EXPENDITURE						
Parks and Open Spaces	Rent	£115.00	£110.00	£110.00	-£5.00	
Parks and Open Spaces	Dog Bin Emptying	£5,820.00	£5,813.00	£6,000.00	£180.00	Currently funded from Environment Reserve
Parks and Open Spaces	Dog Bin Purchases	£0.00	£0.00	£0.00	£0.00	Currently funded from Environment Reserve
Parks and Open Spaces	Bench Purchases	£0.00	£0.00	£0.00	£0.00	Allow additional funds for ad hoc work
Parks and Open Spaces	Grounds Maintenance - NEDCC	£8,000.00	£7,935.00	£8,500.00	£500.00	Tree maintenance and one off grounds projects, repairs and maintenance of street furniture is a budget required?
Parks and Open Spaces	Grounds Maintenance - General (including repairs & maintenance)	£15,000.00	£15,000.00	£15,000.00	£0.00	
Parks and Open Spaces	Repairs & Maintenance of Play Equipment	£0.00	£1,500.00	£0.00	£250.00	Weather dependant
Parks and Open Spaces	Green Waste Disposal	£250.00	£440.00	£500.00	£250.00	23/24 invoice not yet received
Parks and Open Spaces	Gritting - Bags and Bins	£2,000.00	£2,000.00	£2,000.00	£0.00	
Parks and Open Spaces	Killamarsh in Colour - Flower beds and Hanging baskets	£5,000.00	£5,000.00	£5,000.00	£0.00	
Parks and Open Spaces	Equipment & Small Tools	£1,120.00	£1,120.00	£1,120.00	£0.00	
Parks and Open Spaces	Vehicle Leasing	£4,944.00	£4,944.00	£5,200.00	£256.00	Lease costs increasing - need to review vehicle requirements before Ma
Parks and Open Spaces	Vehicle Fuel & Maintenance	£1,200.00	£800.00	£1,000.00	-£200.00	
Parks and Open Spaces	Vehicle Insurance	£1,900.00	£1,400.00	£1,700.00	-£200.00	
Parks and Open Spaces		£45,349.00	£45,162.00	£46,130.00	£781.00	2%
Cemetery	Water Charges	£200.00	£130.00	£200.00	£0.00	
Cemetery	Gate Opening	£3,000.00	£5,000.00	£0.00	-£3,000.00	Unknown costs
Cemetery	Electricity	£0.00	£0.00	£1,500.00	£1,500.00	Unknown costs
Cemetery	Gate Maintenance	£0.00	£0.00	£1,500.00	£1,500.00	
Cemetery	Refuse Disposal	£1,500.00	£1,300.00	£1,500.00	£0.00	0%
Cemetery		£4,700.00	£6,430.00	£4,700.00	£0.00	
Churches & Churchyards	Electricity - Clock	£800.00	£600.00	£800.00	£0.00	
Churches & Churchyards	Maintenance Costs	£1,000.00	£650.00	£1,000.00	£0.00	
Churches & Churchyards		£1,800.00	£1,250.00	£1,800.00	£0.00	0%
Highways & Street Furniture	Rent - Bus Shelter	£40.00	£40.00	£40.00	£0.00	
Highways & Street Furniture	Maintenance / Repairs	£1,000.00	£1,250.00	£1,000.00	£0.00	
Highways & Street Furniture		£1,040.00	£1,290.00	£1,040.00	£0.00	0%
CCTV	Electricity	£1,000.00	£1,000.00	£1,000.00	£0.00	May need increasing if more cameras
CCTV	CCTV Maintenance	£1,000.00	£0.00	£1,000.00	£0.00	Will need to factor in an amount for new equipment
Community Bus	Community Bus	£5,000.00	£0.00	£5,000.00	£0.00	Will this need increasing?
Community Bus		£5,000.00	£0.00	£5,000.00	£0.00	0%
Defibs	Maintenance and supplies	£0.00	£0.00	£500.00	£500.00	Replacement pads and eventually batteries
Defibs		£0.00	£0.00	£500.00	£500.00	#DIV/0!
Speed Indicator Devices	Maintenance	£0.00	£0.00	£1,000.00	£1,000.00	Any maintenance and repositioning costs.
Speed Indicator Devices		£0.00	£0.00	£1,000.00	£1,000.00	#DIV/0!
TOTAL EXPENDITURE		£59,889.00	£55,132.00	£62,170.00	£2,281.00	4%
INCOME						
Parks and Open Spaces	Allotments - Belk Laine Rent	£525.00	£525.00	£525.00	£0.00	
Parks and Open Spaces	Allotments - Station Road Rent	£550.00	£350.00	£550.00	£0.00	
Parks and Open Spaces	Rights of Way Income from DCC	£495.00	£495.00	£495.00	£0.00	
Parks and Open Spaces		£1,570.00	£1,570.00	£1,570.00	£0.00	0%
TOTAL INCOME		£1,570.00	£1,570.00	£1,570.00	£0.00	0%
BUDGET		£58,319.00	£53,562.00	£60,600.00	£2,281.00	0%

Killamarsh Parish Council
3 Year Budget Forecast

Budget Name	Sub Heading	23/24 Proposed Budget	24/25 Proposed Budget	24/25 Proposed Budget
EXPENDITURE				
Staff Costs	Office Staff - Salaries	£78,793.00	£82,732.65	£86,869.28
Staff Costs	Office Staff - NIC	£7,217.00	£7,577.85	£7,956.74
Staff Costs	Office Staff - Pension	£12,896.00	£13,540.80	£14,217.84
Staff Costs	Handyman - Salaries	£21,840.00	£22,932.00	£24,078.60
Staff Costs	Handyman - NIC	£661.00	£694.05	£728.75
Staff Costs	Handyman - Pensions	£4,150.00	£4,357.50	£4,575.38
Staff Costs	Cleaner - Salaries	£5,460.00	£5,733.00	£6,019.65
Staff Costs	Cleaner - NIC	£0.00	£0.00	£0.00
Staff Costs	Cleaner - Pension	£0.00	£0.00	£0.00
Staff Costs	Events Manager - Salaries	£22,680.00	£23,814.00	£25,004.70
Staff Costs	Events Manager - NIC	£1,973.00	£2,071.65	£2,175.23
Staff Costs	Events Manager - Pensions	£4,309.00	£4,524.45	£4,750.67
Staff Costs	Hospitality Staff - Salaries	£0.00	£0.00	£0.00
Staff Costs	Hospitality Staff - NIC	£0.00	£0.00	£0.00
Staff Costs	Hospitality Staff - Pensions	£0.00	£0.00	£0.00
Staff Costs	Pension Added Years Payment	£0.00	£0.00	£0.00
		£159,979.00	£167,977.95	£176,376.85
Indirect Staff Costs	Staff Training & Conferences	£2,000.00	£2,100.00	£2,205.00
Indirect Staff Costs	Travel	£250.00	£250.00	£250.00
Indirect Staff Costs	Recruitment Advertising	£500.00	£500.00	£500.00
Indirect Staff Costs	HR/Personnel/H&S Fees	£2,500.00	£2,500.00	£2,500.00
Indirect Staff Costs	Uniform	£750.00	£750.00	£750.00
		£6,000.00	£6,100.00	£6,205.00
Administration Costs	Stationery / Copier Charges	£2,000.00	£2,100.00	£2,205.00
Administration Costs	Subscriptions / Books	£2,400.00	£2,520.00	£2,646.00
Administration Costs	Postage	£100.00	£100.00	£100.00
Administration Costs	It Software & Support	£6,500.00	£6,825.00	£7,166.25
Administration Costs	Misc. Expenses	£200.00	£200.00	£200.00
Administration Costs	Telecoms	£2,100.00	£2,205.00	£2,315.25
Administration Costs	Parish Newsletter	£800.00	£840.00	£882.00
Administration Costs	Office Equipment	£500.00	£500.00	£500.00
Administration Costs	Election Costs	£6,000.00	£3,000.00	£3,000.00
Administration Costs	Bank Charges	£250.00	£250.00	£250.00
Administration Costs	Audit - External	£1,300.00	£1,365.00	£1,433.25
Administration Costs	Audit - Internal	£650.00	£682.50	£716.63
Administration Costs	Accountancy Fees	£500.00	£550.00	£600.00
Administration Costs	Professional Fees	£1,000.00	£1,050.00	£1,100.00
Administration Costs	Legal Fees	£2,000.00	£2,100.00	£2,200.00
		£26,300.00	£24,287.50	£25,314.38
Premises Costs	Rent	£1.00	£1.00	£1.00
Premises Costs	Rates	£0.00	£0.00	£0.00
Premises Costs	Electricity	£0.00	£0.00	£0.00
Premises Costs	Refuse Disposal	£0.00	£0.00	£0.00
Premises Costs	Property Maintenance	£0.00	£0.00	£0.00
Premises Costs	Insurance	£4,000.00	£4,200.00	£4,410.00
		£4,001.00	£4,201.00	£4,411.00
Parks and Open Spaces	Rent	£115.00	£120.75	£126.79
Parks and Open Spaces	Dog Bin Emptying	£7,000.00	£7,350.00	£7,717.50
Parks and Open Spaces	Grounds Maintenance	£28,000.00	£29,400.00	£30,870.00
Parks and Open Spaces	Green Waste Disposal	£250.00	£262.50	£275.63
Parks and Open Spaces	Gritting - Bags and Bins	£1,500.00	£1,575.00	£1,653.75
Parks and Open Spaces	Killamarsh in Colour - Flower beds and Hanging baskets	£5,000.00	£5,250.00	£5,512.50
Parks and Open Spaces	Equipment & Small Tools	£1,000.00	£1,000.00	£1,000.00
Parks and Open Spaces	Vehicle Leasing	£4,000.00	£4,000.00	£4,000.00
Parks and Open Spaces	Vehicle Fuel & Maintenance	£2,500.00	£2,625.00	£2,756.25
Parks and Open Spaces	Vehicle Insurance	£1,900.00	£1,995.00	£2,094.75
		£51,265.00	£53,578.25	£56,007.16
Community Hub	Rates	£12,000.00	£12,600.00	£13,230.00

Community Hub	Water Charges	£2,500.00	£2,750.00	£3,025.00
Community Hub	Electricity	£6,000.00	£6,600.00	£7,260.00
Community Hub	Gas	£11,000.00	£12,100.00	£13,310.00
Community Hub	Building Maintenance	£12,000.00	£12,600.00	£13,230.00
		£43,500.00	£46,650.00	£50,055.00
Parish Suite	Bar Stock	£5,000.00	£5,000.00	£5,000.00
Parish Suite	Catering Purchases - Food & Drink	£4,000.00	£4,000.00	£4,000.00
Parish Suite	Catering Purchases - Non Food	£1,500.00	£1,500.00	£1,500.00
Parish Suite	Publicity	£1,000.00	£1,000.00	£1,000.00
Parish Suite	Equipment & Small Tools	£972.50	£1,021.13	£1,072.18
Parish Suite	Stocktaking fees	£400.00	£400.00	£400.00
Parish Suite	Entertainers	£800.00	£800.00	£800.00
Parish Suite	Lease / Rent	£21,600.00	£21,600.00	£21,600.00
Parish Suite	Licences	£2,000.00	£2,100.00	£2,205.00
Parish Suite	Service Charge	£12,000.00	£13,200.00	£14,520.00
		£49,272.50	£50,621.13	£52,097.18
Cemetery	Water Charges	£150.00	£165.00	£181.50
Cemetery	Refuse Disposal	£2,000.00	£2,100.00	£2,205.00
		£2,150.00	£2,265.00	£2,386.50
Churches & Churchyards	Electricity - Clock	£1,500.00	£1,650.00	£1,815.00
Churches & Churchyards	Maintenance Costs	£1,000.00	£1,050.00	£1,102.50
		£2,500.00	£2,700.00	£2,917.50
Highways & Street Furniture	Rent - Bus Shelter	£40.00	£42.00	£44.10
Highways & Street Furniture	Maintenance / Repairs	£750.00	£787.50	£826.88
		£790.00	£829.50	£870.98
CCTV	Electricity	£1,000.00	£1,100.00	£1,210.00
CCTV	CCTV Maintenance	£1,000.00	£1,100.00	£1,210.00
		£2,000.00	£2,200.00	£2,420.00
Community Bus	Community Bus	£5,000.00	£5,500.00	£6,050.00
		£5,000.00	£5,500.00	£6,050.00
Grants and Donations	Grants - Section 137	£5,000.00	£5,500.00	£6,050.00
		£5,000.00	£5,500.00	£6,050.00
Projects	Queens Platinum Jubilee	£0.00	£0.00	£0.00
Projects	Extreme Wheels Sessions	£0.00	£0.00	£0.00
Projects	NEDCC - Leisure Centre Subsidy	£100,000.00	£50,000.00	£0.00
Projects	Neighbourhood Plan	£0.00	£0.00	£0.00
Projects	Loan Interest PWLB	£10,292.85	£10,292.85	£10,292.85
Projects	Loan capital PWLB	£13,022.35	£13,022.35	£13,022.35
Projects	Birchlands Log Circle - Capital Reserve Fund	£0.00	£0.00	£0.00
Projects	Parish Suite - Capital Reserve Fund	£0.00	£0.00	£0.00
Projects	Notices Boards - Capital Reserve Fund	£0.00	£0.00	£0.00
Projects	Benches (*4) - Capital Reserve Fund	£0.00	£0.00	£0.00
Projects	Transfer from Capital Reserve Fund	£0.00	£0.00	£0.00
Projects	Transfer to Capital Reserve Fund	£0.00	£0.00	£0.00
Projects	Transfer from Ear Marked Reserves	£0.00	£0.00	£0.00
Projects	Transfer to Ear Marked Reserves	£0.00	£0.00	£0.00
		£123,315.20	£73,315.20	£23,315.20
Events	Competition Prizes	£250.00	£250.00	£250.00
Events	Christmas Decorations & Activities	£6,000.00	£6,000.00	£6,000.00
Events	Village Festival	£1,250.00	£1,250.00	£1,250.00
Events	One off Events	£5,000.00	£5,000.00	£5,000.00
Events	Remembrance Day	£250.00	£250.00	£250.00
		£12,500.00	£12,500.00	£12,500.00
	TOTAL EXPENDITURE	£493,572.70	£458,225.53	£426,976.74
INCOME				
Administration	Rent	£0.00	£0.00	£0.00
Administration	Precept	£439,783.70	£404,436.53	£373,187.74
Administration	Memorial Fence Insurance Claim	£0.00	£0.00	£0.00
Administration	Wayleaves and Easements	£19.00	£19.00	£19.00

Administration	Bank Interest	£0.00	£0.00	£0.00
Administration	Leases	£500.00	£500.00	£500.00
		£440,302.70	£404,955.53	£373,706.74
Parks and Open Spaces	Allotments - Belk Lane Rent	£525.00	£525.00	£525.00
Parks and Open Spaces	Allotments - Station Road Rent	£550.00	£550.00	£550.00
Parks and Open Spaces	Rights of Way Income from DCC	£495.00	£495.00	£495.00
		£1,570.00	£1,570.00	£1,570.00
Community Building	Rent	£11,250.00	£11,250.00	£11,250.00
		£11,250.00	£11,250.00	£11,250.00
Parish Suite	Hire Income	£24,450.00	£24,450.00	£24,450.00
Parish Suite	Bar Income	£10,500.00	£10,500.00	£10,500.00
Parish Suite	Catering Income	£5,500.00	£5,500.00	£5,500.00
		£40,450.00	£40,450.00	£40,450.00
Projects	Grants received - Jubilee	£0.00	£0.00	£0.00
Projects	Grants received - Remembrance	£0.00	£0.00	£0.00
		£0.00	£0.00	£0.00
	TOTAL INCOME	£493,572.70	£458,225.53	£426,976.74
		-£0.00	£0.00	£0.00

Item 10a



★ 5300 x 5000



UniMini Bexy

8046903



Wooden Posts / HPL Panels
Green – Sunken Foundation

The Bexy is a unique play hut. The 2 talking tubes are fun as they allow friends to speak to each other even if they're on the other side of the playground! Interactive play is also encouraged with the pairs and sorting games, shop panel and telescope. For those wanting a more physical challenge, they will find climbing slats which they can walk or crawl up to reach the thrilling slide.

Play Values



Accessible

Balancing

Co-ordination

Crawling

Group Play

Role Play

Sensory

Sliding

Social Play

Tactile

HAGS



★ 6400 x 5000



Unimini Ronder

8046956

S Wooden Posts / HPL Panels
Beige – Sunken Foundation

This play tower is ideal for early years. It's great for social interaction as children can climb, slide and relax in the hut. The Ronder is packed with so many play features including play panel, algebra sorting game, telescope and two speak funnels that are connected underground! With all these play elements children are inspired to pretend play.

Play Values



Accessible Co-ordination Crawling Group Play Inclusive Role Play Sensory Sliding Social Play Tactile

HAGS



Unimini Clav

8046768 **S** Wooden Posts / HPL Panels
Red – Sunken Foundation

The Clav is perfect for small children wanting to explore. The 2 huts are connected by the Crawl tube, a mysterious tunnel. The shop panel, sand table and telescope are great for social interaction and pretend play.

Play Values



Levant Multi Play 665-LEVA

The Levant Multiplay unit features two low level access points both leading to an extended deck area - one via our new inclusive 'Caldera Crawler' and the other by low-level steps. From the deck the children can exit using the midi inclusive slide, or head back the opposite way they arrived. The entrance points provide easier access for a range of abilities, and with the double height "plant your tree panel" and low, double sided bee and solar energy spinning panels encouraging interactive cooperative play - accessed both from seated and standing positions at ground level, this unit provides a myriad of play opportunities. The unit also includes two towering roof panels, one which is engraved and the other mirrored to provide additional sensory play opportunities.



Play Value



Interactive

Imagination

Educational

Inclusive

Climbing

Upper Body Strength

Balancing

Sliding

Agility

Coordination

Technical Details

User Range:	Pre-School to Infant
Footprint Required:	4525mm x 4125mm
Surfacing Area:	33.5m ²
Free Height of Fall:	1000mm
Maximum Height of Unit:	3625mm
Deck Floor Material:	Mild Steel, Slip-Resistant Chequer Plate
Slide Material:	Stainless Steel/ High Density Polyethylene (HDPE)
Activity Panel Material:	HDPE
Drag Ramp Material:	Mild Steel/ HDPE Hand Grips
Painted Pre-Treatment:	Shot Blasted & Thermal Zinc Sprayed
Polyester Powder Paint:	Non-Lead & Non-Toxic
Standard Fixings:	Anti-Theft & Corrosion Resistant
Heaviest Part:	Approx. 39kg
Total Weight:	Approx. 715kg



Little Hen's House
NR0417



Villa Playhouse
M7000





Triple Play Tower with Bridge

PCM300521



+3



Chicken Farm & Horse Carriage

MSC5426



Two Towers with Bridge

PCM200521



+3





Play Tower with Double Floor
PCM101221



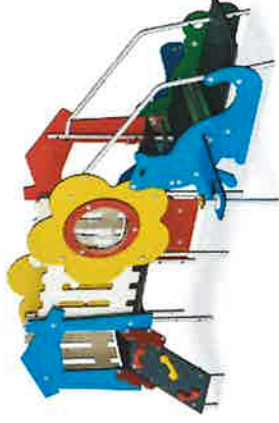
+3



Multi Deck Playhouse with Roof
PCM002421



+3

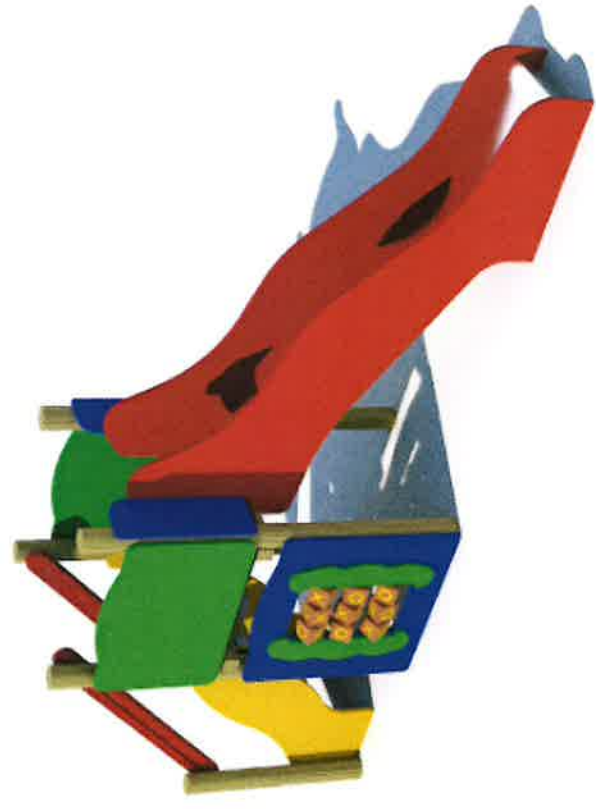


Double Toddlers Castle
MSC5424



+2

Play Stations





Tots Bus

Product code: A1003

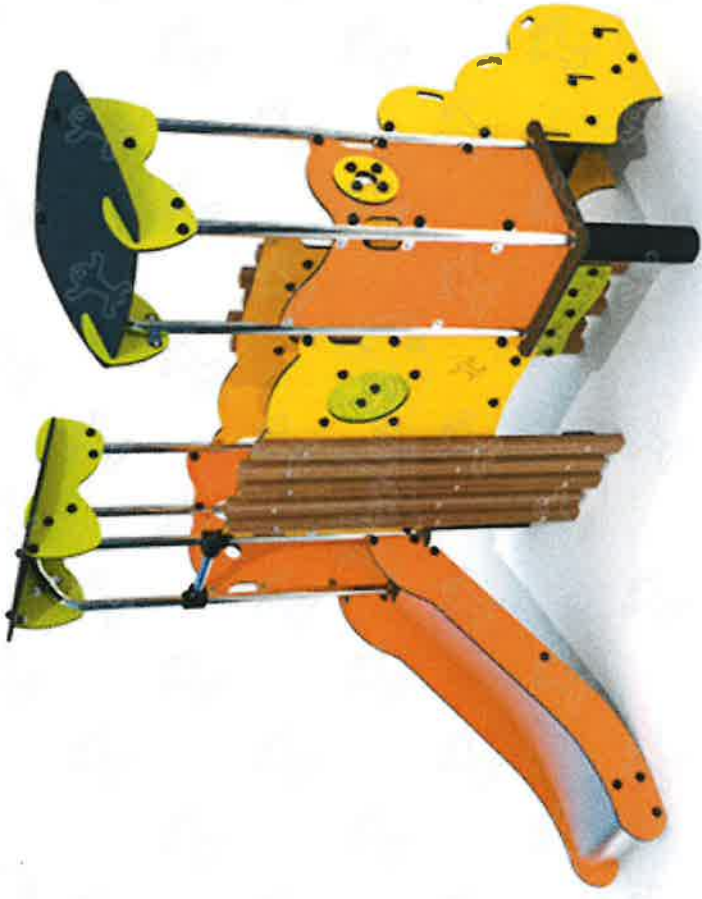
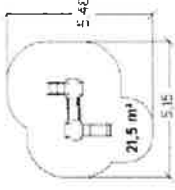
Made from smooth timber poles with HDPE panels

W 5500 x D 5400mm

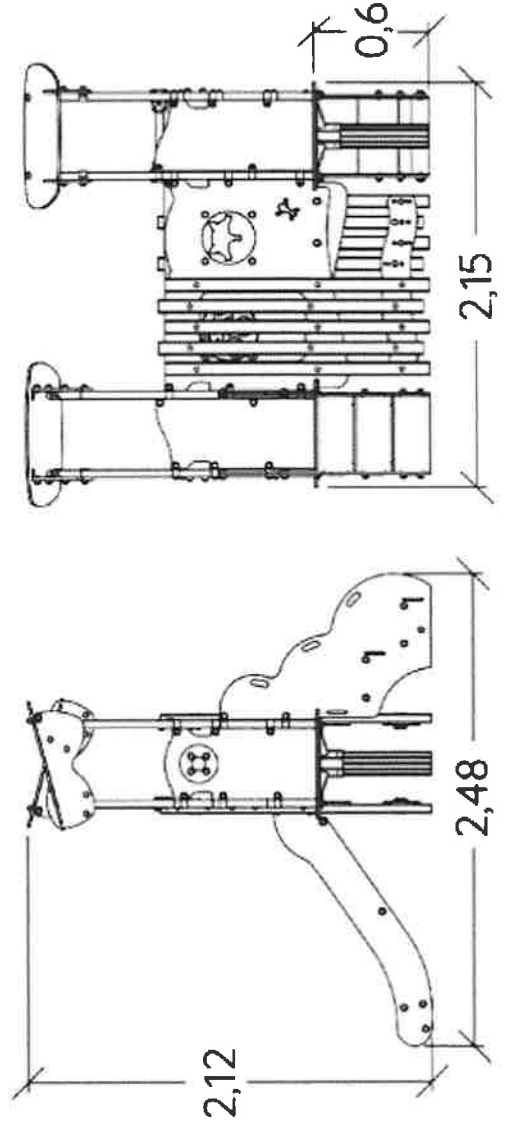
Free Fall Height: 900mm

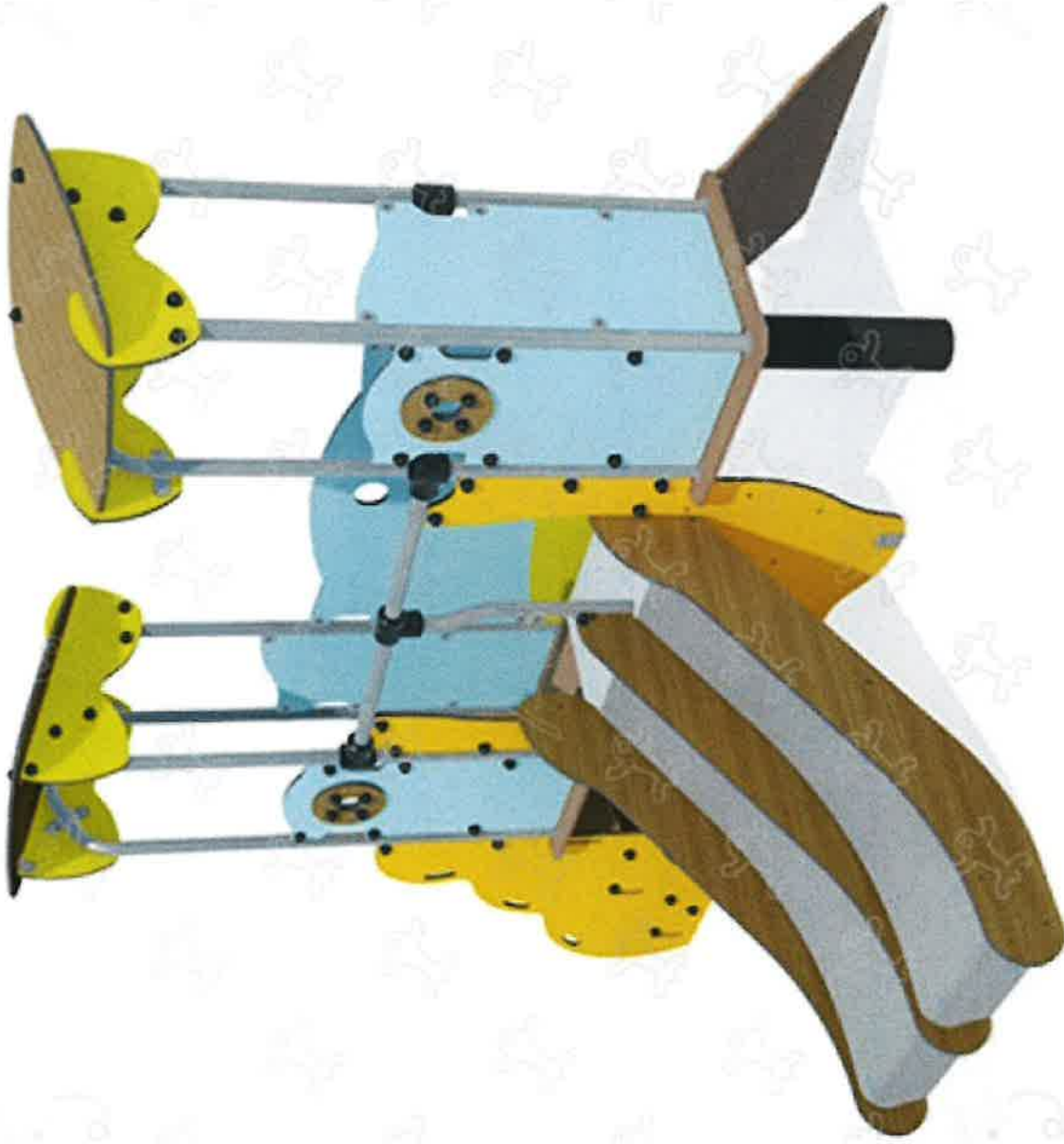


Proludic



Photo





Photo

Item 11

Andrew Towler Associates
5 Clifton Mount
Rotherham
S65 2AQ
Tel: 07913 640881

4 October 2023

Sent by e-mail to Deputy.ParishClerk@Killamarsh-pc.gov.uk

Dear Judy,

Re: Tender for the provision of Neighbourhood Plan Consultant – Preparation of Killamarsh Neighbourhood Plan – Phase 1

Thank you for giving us the opportunity to tender for the first phase in the Plan's development. I am delighted to submit the following information as requested.

A brief synopsis of Andrew Towler Associates is as follows.

AndrewTowlerAssociates is a South Yorkshire based business established specifically to support town and parish councils undertaking Neighbourhood Plans and related activities (i.e., development of community facilities/commenting on planning applications etc.).

We have provided professional support to over a twenty town and parish councils in preparing neighbourhood plans rights through from the inception to the final 'made' stages. These include several in North East Derbyshire, including Dronfield, Brackenfield, Ashover and Wingerworth.

I am an RTPI qualified Planner and National Planning Advisor (p/t) to the Society of Local Council Clerks (SLCC). I am also a Parish Clerk in Rotherham and was formerly an Assistant Director at North East Derbyshire District Council.

Part of the Yourlocale network, we also include Associates who specialise in areas essential to the development of a Neighbourhood Plan such as the environment; transport; data collection and analysis; consultation etc. therefore, providing a comprehensive service.

Estimate of Individual Costs

The Neighbourhood Plan will be a legal document that guides planning policy in the area. The Neighbourhood Plan will need to meet a set of Basic Conditions to be successful at the examination and proceed to referendum. Further, policies will need to be clear and unambiguous and supported by proportionate and robust evidence.

We will work with you to ensure that the Neighbourhood Plan meets all the legal requirements, that it reflects community objectives and that it is clear and can be effectively applied.

I have attached our indicative costs broken by the agreed activity. This figure is based on our initial discussions, our experience of undertaking similar work and reasonable assumptions as the date of this tender.

We estimate that an indicative costs budget of about £2,000 is likely to be appropriate (all or much of it can covered by grant funding), although the addition of a small contingency would be recommended and flexibility in accounting to allow virement between budget heads. Please note that VAT may be added to the above figure.

The above costs are worked out on the basis of an estimate of the time involved and a daily rate of between £400 and £500 based on the nature of work involved. These fee levels are within the required rates acceptable to funding agencies.

Work Area	Indicative Cost*	Notes
Gathering of available social, economic and environmental statistics and other data in support of the Plan, including comparative 2021 and 2011 Census data where available. This includes a summary report of the main outcomes from the 2021 Census for the Parish.	£400	Based on 1 day at a day rate of £350.
Preparation of policy options/intentions document that will set out the initial and emerging vision, objectives, policies for the working draft of the Plan together with supporting evidence and justification.	£1,500	Based on 3 days and a day rate of £500.
Grand Total	£1,900	

*Inclusive of travel and other costs. Please note that this does not include attendance at meeting which will be charged at £100 a meeting inclusive, the costs to be met by the Parish Council.

I hope that this information provides the basis for further discussion and look forward to hearing from you.

Best wishes.

Andrew Towlerton MRTPI

Andrew Towlerton Associates
5 Clifton Mount
Rotherham
S65 2AQ
Tel: 07913 640881

<http://www.andrewtowlertonassociates.co.uk/>