

Issued: 13 July 2017

Councillors N Dibben, I Dobson, R Fuller, R Kuch, B Luter, J Pallant, P Pope and D Townsend.

You are hereby summoned to attend a **Meeting of the Property Committee of Saint Ives Town Council**, to be held on Wednesday, 19 July 2017 in the **Town Hall, St Ives at 8pm.**



Allan Siao Ming Witherick
Town Clerk for St Ives Town Council

AGENDA

- PR08.00 APOLOGIES FOR ABSENCE**
To receive and accept apologies for absence.
- PR09.00 DECLARATIONS OF INTEREST**
To receive Declarations of Disclosable and/or Non-Disclosable Pecuniary Interests as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda item.
- PR10.00 PUBLIC PARTICIPATION**
A maximum of 15 minutes is permitted for members of the public to address the Committee in accordance with the Town Council's approved Public Participation Policy.
- PR11.00 MINUTES**
To approve the Minutes of the Meeting of the Property Committee held on 31 May 2017 (copy herewith).
- PR12.00 TOWN HALL TENANT SUBVENTIONS**
To consider any changes to the process used for the Subvention Request at the previous meeting (PR07.00) prior to it's application for other standing tenants.
- PR13.00 PROPERTY MAINTENANCE**
- PR13.01 General Property & Maintenance Update**
To receive an update report (copy herewith).
 - PR13.02 Property Maintenance Schedule 2016-2017**
To receive Schedule (copy herewith)
 - PR13.03 Property Maintenance Schedule 2017-2018**
To receive Schedule (copy herewith)

Items to Note

These items are for report only and do not require decision. They will only be discussed if requested.

- PR14.00 BUDGET**
To receive Budget and Capital Reports for the Committee (copies herewith).

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**Minutes of the Meeting of the Property Committee of Saint Ives Town Council
held at the Town Hall, St Ives, on the Wednesday, 31 May 2017.**

Present:

Chairman: J Pallant
 Vice-Chairman: D Townsend
 Councillors: N Dibben, I Dobson, R Fuller, R Kuch, B Luter and P Pope.

In attendance:

Councillor D Rowe.
 A Witherick, Town Clerk

PR01.00 APPOINTMENT OF CHAIRMAN FOR THE ENSUING MUNICIPAL YEAR 2017/18

The meeting was opened by the Town Mayor. Nominations for Chairman of the Committee were sought.

RESOLVED: PR01.00 that Councillor J Pallant be appointed Chairman of the Property Committee of St Ives Town Council for the ensuing municipal year 2017/18.

[Councillor J Pallant in the chair.]

PR02.00 APOLOGIES FOR ABSENCE

All members were present.

PR03.00 DECLARATIONS OF INTEREST

Item PR07.00 - Councillor P Pope - Non-pecuniary interest - As an acquaintance of the applicant.

Item PR07.00 - Councillor R Fuller - Non-pecuniary interest - As a member of Cambridgeshire County Council which is a major funder of the organisation.

PR04.00 APPOINTMENT OF VICE-CHAIRMAN FOR THE ENSUING MUNICIPAL YEAR 2017/18

RESOLVED: PR04.00 that Councillor Mrs D Townsend be appointed Vice Chairman of the Property Committee of St Ives Town Council for the ensuing municipal year 2017/18.

PR05.00 PUBLIC PARTICIPATION

No persons present wished to address the meeting.

PR06.00 MINUTES

RESOLVED: PR06.00 that the Minutes of the Meeting of the Property Committee held on 18 April 2017 were agreed as a correct record and signed by the Chairman.

PR07.00 SUBVENTION REQUEST

Members gave consideration to a request for inkind support to reduce the rent of space in the Town Hall from £8,500 per annum to £6,500 for the organisation Pinpoint.

RESOLVED: PR07.00 that Pinpoint are encouraged to ask Cambridgeshire County Council as one of the main funders as to whether they are able to provide support. That if they become tenants a subvention of up to £2,000 be given to match the period of the County Council funding.

Chairman:

Date:

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PROPERTY COMMITTEE MEETING

DATE: 19 July 2017

SUBJECT: GENERAL PROPERTY & MAINTENANCE UPDATE

1 Purpose of Report

- 1.1 To provide Members with an update detailing the ongoing program of Council property and property maintenance.

2 Recommendations

- 2.1 That the maintenance report be received and noted.
- 2.2 That up to £6,000, including contingency, from revenue or reserves as appropriate be approved for the flooring in the Corn Exchange.

3 Background

- 3.1 The Council maintains a number of buildings in the community. This report covers the schedule of maintenance which has been agreed.

3.2 YORK HOUSE

The tenants have requested that the rent be kept at 2016/17 level (£810pcm) due to disruption experienced during the building works. This was agreed by the Town Clerk. the amount was within delegated powers.

3.3 BURLEIGH HILL

Fire Safety service undertaken.

3.4 CORN EXCHANGE

The floor in the entrance hall is lifting and showing signs of wear. In part, this is due to the matting put in place by the Corn Exchange and a sign where ballast water has been leaking contributing to water damage. Two of the three quotes required have been received and final quote due 17 July 2017. New matting will also take into account dementia friendly patterning.

3.5 BUS STATION TOILETS

The deep cleaning of the toilets has reduced the number of complaints regarding the smell from the toilets from members of the public.

Concerns are still being monitored regarding vandalism.

GLOBE TOILETS

Flushing malfunction has meant that the ladies toilets has been out of action. The part needed to fix the problem is on order – supplier has apologised for delay. As a result, alternatives such as the use of solar power and a generator, are being considered rather than being connected to the main electric grid.

3.6 GM DEPOT

Relocation to the Depot has taken place. Some works are still being undertaken. Quotes for connection to the electricity grid have increased significantly more than expected and so alternatives including renewable energy and use of a generator

are now being reviewed.

3.7 TOWN HALL

Investigation into required works and the potential renovation of the basement continues although indications are that dampness may be an issue.

New Tenants are due to move in to the rear ground floor space in August 2017 as per Property Committee PR07.0

3.7 CHAPEL LIGHTING

The external lighting of the Chapel has been reported and works are scheduled. Access to one of the lights is restricted and this is being investigated.

4 Proposal

4.1 The maintenance report of work completed for 2016/17 and completed/planned for 2017/18 be noted.

4.2 Corn Exchange flooring works be agreed subject to final quote not being more than £6,000 including contingency with the funds coming from the current budget or reserves due to the work being necessary.

5. Financial Implications

5.1 See above

6. Policy Implications

6.1 There are no new policy implications anticipated from this report.

7. Health and Safety Implications

7.1 Health & Safety issues mitigated by planned maintenance.

Allan Witherick
Town Clerk

Maintenance Completed 2016/17

Building	Category	Description	Date
Burleigh Hill	Compliance	Display Energy Certificate - Site Inspection	06/03/2017
Burleigh Hill	Health & Safety	Supply and Fit Fire Blanket	26/08/2016
Burleigh Hill	Maintenance	replacement of ceiling tiles - main hall 40/50 600 x 1200mm	12/01/2017
Burleigh Hill	Maintenance	Rear court yard repairs	23/12/2016
Burleigh Hill	Maintenance	Supply and fit Doc-M toilet suite to disabled toilet	09/12/2016
Burleigh Hill	Maintenance	Florescent light replacements - at height	31/10/2016
Burleigh Hill	Maintenance	Replace Disabled light fitting	31/10/2016
Burleigh Hill	Maintenance	Refurbished emergency exit double doors.	31/10/2016
Burleigh Hill	Maintenance	Safety glass to doors	31/10/2016
Burleigh Hill	Maintenance	Supply & Fit Air Bricks to Ladies & Gents Toilets to resolve Damp issue	30/09/2016
Burleigh Hill	Maintenance	Repair plaster to all cubicles, damp seal as needed- Female Toilet repair & make good	25/08/2016
Burleigh Hill	Maintenance	Supply and fit auto shutoff taps - female	25/08/2016
Burleigh Hill	Maintenance	Supply and fit auto shutoff taps - male	25/08/2016
Burleigh Hill	Maintenance	Repair plaster to all cubicles, damp seal as needed, Male Toilet repair & make good	25/08/2016
Burleigh Hill	Maintenance	Repair and seal External doors	25/07/2016
Burleigh Hill	Maintenance	Gate repair and new lock	25/07/2016
Bus Station Toilets	Air conditioning	Service/Maintenance	27/07/2016
Bus Station Toilets	Electrical	Replacement of emergency lighting	06/12/2016
Bus Station Toilets	Electrical	Light blub blown	24/10/2016
Bus Station Toilets	Electrical	Light bulb keep blowing	10/10/2016
Bus Station Toilets	Electrical	Light Sensor replacement	22/07/2016
Bus Station Toilets	Electrical	Bare wires showing - make safe	22/07/2016
Bus Station Toilets	Lighting	Bulb replacement	21/07/2016
Bus Station Toilets	Lighting	Lighting	21/06/2016
Bus Station Toilets	Locksmith	Diabled Toilet Lock broken	09/09/2016
Bus Station Toilets	Maintenance	Tile replaced roof	30/11/2016
Bus Station Toilets	Personal Hygiene	Service Undertaken	22/03/2017
Bus Station Toilets	Personal Hygiene	Service Undertaken	11/03/2017
Bus Station Toilets	Personal Hygiene	Service Undertaken	21/02/2017
Bus Station Toilets	Personal Hygiene	Service Undertaken	11/02/2017
Bus Station Toilets	Personal Hygiene	Service Undertaken	24/01/2017
Bus Station Toilets	Personal Hygiene	Service Undertaken	10/01/2017
Bus Station Toilets	Personal Hygiene	Service Undertaken	19/12/2016
Bus Station Toilets	Personal Hygiene	Service Undertaken	22/11/2016

Building	Category	Description	Date
Bus Station Toilets	Personal Hygiene	Service Undertaken	25/10/2016
Bus Station Toilets	Personal Hygiene	Service Undertaken	12/10/2016
Bus Station Toilets	Personal Hygiene	Service Undertaken	22/09/2016
Bus Station Toilets	Personal Hygiene	Service Undertaken	08/09/2016
Bus Station Toilets	Personal Hygiene	Service Undertaken	26/08/2016
Bus Station Toilets	Personal Hygiene	Service Undertaken	08/08/2016
Bus Station Toilets	Personal Hygiene	Service Undertaken	20/07/2016
Bus Station Toilets	Personal Hygiene	Service Undertaken	21/06/2016
Bus Station Toilets	Personal Hygiene	Service Undertaken	08/06/2016
Bus Station Toilets	Personal Hygiene	Service Undertaken	24/05/2016
Bus Station Toilets	Plumbing	Urinals not working	22/02/2017
Bus Station Toilets	Plumbing	Blockage	28/01/2017
Bus Station Toilets	Plumbing	Blockage	25/01/2017
Bus Station Toilets	Plumbing	Water heater replaced Legionella compliance HDC to reimburse	25/01/2017
Bus Station Toilets	Plumbing	Blockage	19/12/2016
Bus Station Toilets	Plumbing	Replace Flush Valve	13/12/2016
Bus Station Toilets	Plumbing	Blockage	29/11/2016
Bus Station Toilets	Plumbing	Blocked unit	24/11/2016
Bus Station Toilets	Plumbing	Response to complaint - Gents Toilets	02/10/2016
Bus Station Toilets	Plumbing	Chemical Works	30/09/2016
Bus Station Toilets	Plumbing	Sewer Inspection	26/09/2016
Bus Station Toilets	Plumbing	Service - Handwashing	20/09/2016
Bus Station Toilets	Plumbing	Sewer Inspection	08/09/2016
Bus Station Toilets	Plumbing	Urinal blocked (Gum)	21/07/2016
Bus Station Toilets	Plumbing	Blockage	12/07/2016
Bus Station Toilets	Plumbing	Flooding	01/07/2016
Bus Station Toilets	Plumbing	Chemical Works	22/06/2016
Bus Station Toilets	Plumbing	Blockage	13/06/2016
Bus Station Toilets	Plumbing	Blockage	27/05/2016
Bus Station Toilets	Plumbing	Blockage	26/05/2016
Bus Station Toilets	Plumbing	Blockage	09/05/2016
Bus Station Toilets	Plumbing	Urinal	29/04/2016
Bus Station Toilets	Plumbing	Blockage	27/04/2016
Bus Station Toilets	Plumbing	Blockage	13/04/2016
Bus Station Toilets	Plumbing	Drain	12/04/2016
Bus Station Toilets	Plumbing	Drain	11/04/2016

Building	Category	Description	Date
Bus Station Toilets	Plumbing	Drain	07/04/2016
Bus Station Toilets	Plumbing	Drain	04/04/2016
Bus Station Toilets	Roofing	Tiles missing	21/06/2016
Corn Exchange	Air conditioning	Maintenance Inspection & Service and repair	27/07/2016
Corn Exchange	Air Conditioning	Unit Leaking	21/06/2016
Corn Exchange	Air conditionins	Extraction Gents Toilets	03/02/2017
Corn Exchange	Building	Re-fit bricks to ramp	03/06/2016
Corn Exchange	Building	Cupboard on Roof	03/06/2016
Corn Exchange	Carpentry	Door handles needing repair	23/03/2017
Corn Exchange	Carpentry	Fire Doors - additional	02/02/2017
Corn Exchange	Carpentry	Fire Doors	02/02/2017
Corn Exchange	Carpentry	Repair, seal and varnish to front door	15/09/2016
Corn Exchange	Compliance	Display Energy Certificate - Site Inspection	29/06/2016
Corn Exchange	Electircal	C2 works	15/02/2017
Corn Exchange	Electrical	Replacement light fittings - broken	01/10/2016
Corn Exchange	Electrical	Fire signage	22/07/2016
Corn Exchange	Electrical	Fire signage	24/05/2016
Corn Exchange	Electrical	Lighting - emergency	12/04/2016
Corn Exchange	Electrical	Emergency Lighting	07/04/2016
Corn Exchange	Gas	Gas Safety Inspection	10/10/2016
Corn Exchange	Guttering	Supply and fit industrial guttering to rear	03/06/2016
Corn Exchange	Heating	Replacement part	25/01/2017
Corn Exchange	Heating	Neatfan Heater fault	01/06/2016
Corn Exchange	Lift	Service - Front Lift	23/03/2017
Corn Exchange	Lift	Service - Back Lift	23/03/2017
Corn Exchange	Lift	Kone Service - front lift	06/12/2016
Corn Exchange	Lift	Kone Service - rear lift	06/12/2016
Corn Exchange	Lift	Service	24/10/2016
Corn Exchange	Lift	Service - Rear Lift	05/09/2016
Corn Exchange	Lift	Service - Front Lift	05/09/2016
Corn Exchange	Lift	Back Lift not working	25/08/2016
Corn Exchange	Lift	Rear Lift - broken	18/07/2016
Corn Exchange	Lift	Service - Front Lift	10/06/2016
Corn Exchange	Lift	Battery back ups replaced	10/06/2016
Corn Exchange	Lift	Service Back lift	10/06/2016
Corn Exchange	Lift	Both lifts showing error following power outage	10/05/2016

Building	Category	Description	Date
Corn Exchange	Lift	Service back lift	26/04/2016
Corn Exchange	Lift	Repair of Cable	19/04/2016
Corn Exchange	Lighting	Emergency Lighting	02/08/2016
Corn Exchange	H&S	Asbestos Review 2017	09/03/2017
Corn Exchange	Plumbing	Leaking pipe	10/02/2017
Corn Exchange	Plumbing	Switchroom and Boiler Fire Regulation compliance	08/02/2017
Corn Exchange	Plumbing	Urinal not flushing	02/02/2017
Corn Exchange	Plumbing	New Combination reducing valve and pump	18/01/2017
Corn Exchange	Plumbing	Drains	30/09/2016
Corn Exchange	Plumbing	Toilet blocked	03/09/2016
Corn Exchange	Roofing	Downpipe from sloping roof made good	25/07/2016
Corn Exchange	Roofing	Guttering loose	20/06/2016
Globe Place Toilets	Personal Hygiene	Service Undertaken	22/03/2017
Globe Place Toilets	Personal Hygiene	Service Undertaken	11/03/2017
Globe Place Toilets	Personal Hygiene	Service Undertaken	21/02/2017
Globe Place Toilets	Personal Hygiene	Service Undertaken	11/02/2017
Globe Place Toilets	Personal Hygiene	Service Undertaken	24/01/2017
Globe Place Toilets	Personal Hygiene	Service Undertaken	10/01/2017
Globe Place Toilets	Personal Hygiene	Service Undertaken	19/12/2016
Globe Place Toilets	Personal Hygiene	Service Undertaken	22/11/2016
Globe Place Toilets	Personal Hygiene	Service Undertaken	25/10/2016
Globe Place Toilets	Personal Hygiene	Service Undertaken	12/10/2016
Globe Place Toilets	Personal Hygiene	Service Undertaken	22/09/2016
Globe Place Toilets	Personal Hygiene	Service Undertaken	08/09/2016
Globe Place Toilets	Personal Hygiene	Service Undertaken	26/08/2016
Globe Place Toilets	Personal Hygiene	Service Undertaken	08/08/2016
Globe Place Toilets	Personal Hygiene	Service Undertaken	20/07/2016
Globe Place Toilets	Personal Hygiene	Service Undertaken	21/06/2016
Globe Place Toilets	Personal Hygiene	Service Undertaken	08/06/2016
Globe Place Toilets	Personal Hygiene	Service Undertaken	24/05/2016
Globe Toilets	Plumbing	Disabled Toilet not working	22/02/2017
Globe Toilets	Plumbing	Replace flush valve	24/01/2017
Norris Museum	Glazing	Vandalised Window	24/08/2016
Norris Museum	Glazing	Replacement window	28/06/2016
Norris Museum	Glazing	Vandalised window	16/06/2016
Pavillion - Warner's Park	Security	Change of Locks Internal and external	14/02/2017

Building	Category	Description	Date
Town Hall	Barrier	Barrier repair needed	06/10/2016
Town Hall	Building	Repair to Brick work	08/07/2016
Town Hall	Building	Repair Mortar and pointing to Store steps	15/06/2016
Town Hall	Car Park	Barrier Service	21/06/2016
Town Hall	Car Park	Barrier	20/04/2016
Town Hall	Carpentry	Floor sloping - Front office	23/08/2016
Town Hall	Carpentry	Repair Cellar Stair - bottom 2 steps	15/06/2016
Town Hall	Carpentry	Repair Spindles to stair case (lobby)	15/06/2016
Town Hall	Damp Proofing	Middle reception and Front office and make good	22/08/2016
Town Hall	Drains	Clear Balcony drains	15/06/2016
Town Hall	Electrical	Regular Testing	30/04/2016
Town Hall	Fire	Supply and Fit 2 fire exit signs	15/06/2016
Town Hall	Fire Alarm	Quarterly Service/Testing	24/02/2017
Town Hall	Fire Alarm	Quarterly Service/Testing	24/11/2016
Town Hall	Fire Alarm	Quarterly Service/Testing	02/08/2016
Town Hall	Flags	Hunts, Scot, Welsh, Forces	19/04/2016
Town Hall	Flooring	Refit kitchnette where lifting	15/06/2016
Town Hall	Gas	Gas Safety Inspection	10/10/2016
Town Hall	Glazing	Window replaced in Jasons Office (9 panes)	11/04/2016
Town Hall	Inspection	Maintenance inspection for TH	15/04/2016
Town Hall	Intercom	Installation - Tennant Top Floor	03/11/2016
Town Hall	Intercom	CPRE repair	29/07/2016
Town Hall	Intercom	Installation - Norris	15/06/2016
Town Hall	Intercom	Relocation of intercoms for Norris and Kim	07/04/2016
Town Hall	Lift	Service Lift	22/04/2016
Town Hall	Lighting	Replacement bulb - Top Floor	10/02/2017
Town Hall	Lighting	Light bulb replacement	01/11/2016
Town Hall	Lighting	Bulb blown	25/08/2016
Town Hall	Other	Replacement toilet rolls - emptied & left by persons unknown	09/02/2017
Town Hall	Phone	Instalation of addal phone	07/04/2016
Town Hall	H&S	Asbestos Review 2017	09/03/2017
Town Hall	Plumbing	Replace Toilet Seat - Top Floor	22/07/2016
Town Hall	Plumbing	Drainage issue Top Floor Sink	18/05/2016
Town Hall	Plumbing	Blockage Sink Top floor	18/05/2016
Town Hall	Plumbing	Replace tap Top Floor	05/04/2016
Town Hall	Security	Barrier Service	01/06/2016

Building	Category	Description	Date
Town Hall	Windows	Windows Cleaned inside and Out	09/12/2016
Warner's Park	Carpentry	Repair to Doors and Cupboards including lock change	13/02/2017
Warner's Park	Lighting	Light bulb replacement	13/02/2017
York House	H&S	Gas Inspection safety	13/03/2017
York House	H&S	CO2 alarm fitted	25/09/2016
York House	H&S	Carbon Alarms to be fitted as per Report Feb 2016	08/07/2016
York House	Inspection Report	General Inspection	28/06/2016

Maintenance Schedule 2017/18 as at 11/07/2017

Scheduled					
Building	Works Category	Main Desc	Booked	Works Date	Works Notes
Chapel and Bridge	Electrical	Bridge Light - Last 2 on right going out of Town	31/05/2017	14/07/2017	Works completed in Part waiting balast 7/6/17, chased X3. Access issue orange light
Corn Exchange	Masonry	Stone repair - Front	23/03/2017	23/08/2017	
Corn Exchange	Carpentry	Floor repair	22/03/2016	23/08/2017	Delay due to CE
Corn Exchange	Carpentry	Window Repair			Schedule after Stone works period
Corn Exchange	General	Spray external walls - plant growth	01/04/2017		July - subject to weather
Norris	Fire Alarm	Quarterly Service/Testing			NOT COMPLETED DUE TO WORKS

Annual/Required this year		
Building	Works Category	Main Desc
Town Hall	Fire	Fire Risk Assessment (Internal)
Pavilion	Fire	Fire Risk Assessment (Internal)
Norris/Curators House	Fire	Fire Risk Assessment (Internal)
Old Mortuary	Fire	Fire Risk Assessment (Internal)
Depot	Fire	Fire Risk Assessment (Internal)
Curators House	Gas	Safety Check
Corn Exchange	Gas	Safety Check
Town Hall	Gas	Safety Check
Corn Exchange	Lifts	Maintenance
Town Hall	Lifts	Maintenance
Town Hall	Electrical	PAT Testing
Norris/Curators House	Electrical	PAT Testing
Pavilion	Electrical	PAT Testing
Depot (inc FM Distribution)	Electrical	PAT Testing
Town Hall	Inspection	Asbestos
Corn Exchange	Plumbing	Drains flushed
Corn Exchange	Inspection	Asbestos
Norris/Curators House	Inspection	Asbestos

Completed					
Building	Works Category	Main Desc	Booked	Works Date	Works Notes
Burleigh Hill	Maintenance	Supply and fitting of 5 grab rails including pull down		08/06/2017	
Burleigh Hill	Maintenance	Apply dark woodstain to all exterior woodwork including widdow frames and cladding		08/06/2017	
Burleigh Hill	Maintenance	Replace handle, lock and catch to side gate		08/06/2017	
Burleigh Hill	Maintenance	Replace/repair gutter/eaves joints where needed, remove flash band, repair and replace with new		08/06/2017	
Bus Station Toilets	Plumbing	Blockage	11/07/2017	11/07/2017	
Bus Station Toilets	Plumbing	Ladies Not flushing	21/06/2017		
Bus Station Toilets	Plumbing	System Failure - parts required	03/07/2018		
Churches	Clocks	Maintenance - Clock Towers		01/07/2017	
Corn Exchange	Other	Locks changed at Corn Exchange expense	01/04/2017	01/04/2017	
Corn Exchange	Air Conditioning	Service/Maintenance	25/05/2017	09/06/2017	
Corn Exchange	Lift	Front lift - not returned to floor	14/06/2017	16/06/2017	Door Forced by visitor
Corn Exchange	Electrics	C2 Electrics - reconnection		10/07/2017	
Depot	Fire Alarm	Quarterly Service/Testing		28/06/2017	
Globe Toilets	Plumbing	Blockage		20/06/2017	
Pavillion - Warner's Park	Carpentry	Door repairs		12/06/2017	
Pavillion - Warner's Park	Lighting	Replacement Bulbs		12/06/2017	
Pavillion - Warner's Park	Fire Alarm	Quarterly Service/Testing		28/06/2017	
Play Areas	Inspection	Safety Inspection - play areas		09/05/2017	
Town Hall	Security	Barrier Service	01/06/2016	01/06/2016	
Town Hall	Windows	Windows Cleaned inside and Out		09/12/2016	
Town Hall	Security	Barrier Service	25/05/2017	25/05/2017	
Town Hall	Electrics	Replace light fitting in lift		31/05/2017	
Town Hall	Security	Barrier Service		23/06/2017	
Town Hall	Fire Alarm	Quarterly Service/Testing		28/06/2017	Failure - lights, fire Ext replaced
Waits	Electrics	5 year Fixed Wire Test	07/06/2017		

St Ives Town Council
Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note :

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Committed Exp.	Projected Actual	Next Year Budget	C/Fwd Budget
Property												
400	Town Hall											
5019	Repairs & Renewals	19,133	7,964	3,500	11,169	0	14,669	457	0	0	10,000	0
5021	Health & Safety	500	0	500	0	0	500	0	0	0	500	0
5033	Business Rates	9,008	7,688	9,008	0	0	9,008	9,370	0	0	9,395	0
5160	Legal Fees	1,000	0	1,000	0	0	1,000	0	0	0	1,000	0
6934	Water Rates	450	222	473	0	0	473	171	0	0	473	0
7032	Heating & Lighting	9,000	5,718	7,000	0	0	7,000	1,285	0	0	9,475	0
7035	Cleaning	9,000	8,101	9,000	0	0	9,000	2,110	0	0	6,000	0
7037	Maintenance	2,000	2,136	2,000	0	0	2,000	0	0	0	2,000	0
7044	Trade Refuse	1,350	921	1,000	0	0	1,000	165	0	0	1,380	0
7244	Trade Refuse	0	0	0	0	0	0	73	0	0	0	0
	OverHead Expenditure	51,441	32,751	33,481	11,169	0	44,650	13,632	0	0	40,223	0
4201	Tenants' Rent	18,665	18,263	15,950	0	0	15,950	15,795	0	0	20,843	0
4202	Tentants' Rechargeable Exps	5,387	6,198	5,520	0	0	5,520	6,081	0	0	8,630	0
4203	Hire of Council Chamber	100	225	100	0	0	100	75	0	0	100	0
	Total Income	24,152	24,685	21,570	0	0	21,570	21,951	0	0	29,573	0
400	Net Expenditure	27,289	8,066	11,911	11,169	0	23,080	-8,319	0	0	10,650	0

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St Ives Town Council
Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note :

		<u>Last Year</u>		<u>Current Year</u>							<u>Next Year</u>	
		Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Committed Exp.	Projected Actual	Next Year Budget	C/Fwd Budget
410	<u>Corn Exchange</u>											
7232	Maintenance Contracts	3,675	2,539	4,350	0	0	4,350	0	0	0	2,688	0
7233	Repairs & Renewals	5,190	5,279	10,000	0	0	10,000	80	0	0	0	0
	OverHead Expenditure	8,865	7,817	14,350	0	0	14,350	80	0	0	2,688	0
	410 Net Expenditure	8,865	7,817	14,350	0	0	14,350	80	0	0	2,688	0
430	<u>Warners Park Pavilion</u>											
5019	Repairs & Renewals	6,500	79	500	6,421	0	6,921	0	0	0	0	0
	OverHead Expenditure	6,500	79	500	6,421	0	6,921	0	0	0	0	0
4110	Warner's Park Pavilion	120	70	70	0	0	70	0	0	0	120	0
	Total Income	120	70	70	0	0	70	0	0	0	120	0
	430 Net Expenditure	6,380	9	430	6,421	0	6,851	0	0	0	-120	0
440	<u>Ground Maintenance Depot</u>											
5033	Business Rates	4,040	3,993	5,000	0	0	5,000	3,672	0	0	0	0
6289	Storage	1,000	6,435	1,800	0	0	1,800	1,050	0	0	0	0
	OverHead Expenditure	5,040	10,428	6,800	0	0	6,800	4,722	0	0	0	0
4400	Rental of Old Depot	3,050	3,050	4,351	0	0	4,351	0	0	0	2,350	0
	Total Income	3,050	3,050	4,351	0	0	4,351	0	0	0	2,350	0
	440 Net Expenditure	1,990	7,378	2,449	0	0	2,449	4,722	0	0	-2,350	0

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St Ives Town Council
Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note :

	<u>Last Year</u>		<u>Current Year</u>							<u>Next Year</u>	
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Committed Exp.	Projected Actual	Next Year Budget	C/Fwd Budget
450 Community Centre											
5019 Repairs & Renewals	1,760	4,657	1,000	0	0	1,000	0	0	0	1,000	0
OverHead Expenditure	1,760	4,657	1,000	0	0	1,000	0	0	0	1,000	0
450 Net Expenditure	1,760	4,657	1,000	0	0	1,000	0	0	0	1,000	0
Property - Expenditure	73,606	55,732	56,131	17,590	0	73,721	18,435	0	0	43,911	0
Income	27,322	27,805	25,991	0	0	25,991	21,951	0	0	32,043	0
Net Expenditure	46,284	27,927	30,140	17,590	0	47,730	-3,516	0	0	11,868	0
Total Budget Expenditure	73,606	55,732	56,131	17,590	0	73,721	18,435	0	0	43,911	0
Income	27,322	27,805	25,991	0	0	25,991	21,951	0	0	32,043	0
Net Expenditure	46,284	27,927	30,140	17,590	0	47,730	-3,516	0	0	11,868	0

St Ives Town Council
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Note: (-) Net Expenditure means Income is greater than Expenditure

Note :

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Committed Exp.	Projected Actual	Next Year Budget	C/Fwd Budget
Capital Projects												
910 Capital - Council												
5061	Election costs	10,380	9,198	5,000	1,182	0	6,182	0	0	0	0	0
9014	Provision for PC	11,367	0	500	11,367	0	11,867	0	0	0	500	0
9080	CIL Expenditure	5,608	7,608	0	4,228	0	4,228	0	0	0	0	0
9081	S106 Expenditure	1,496	1,350	0	146	0	146	0	0	0	0	0
9094	Town Celebrations	10,271	1,743	0	8,528	0	8,528	21	0	0	3,000	0
9137	Town Team	15,189	4,781	0	10,408	0	10,408	10,408	0	0	4,000	0
OverHead Expenditure		54,311	24,680	5,500	35,859	0	41,359	10,429	0	0	7,500	0
4080	CIL Income	0	6,228	0	0	0	0	59,730	0	0	0	0
Total Income		0	6,228	0	0	0	0	59,730	0	0	0	0
910 Net Expenditure		54,311	18,452	5,500	35,859	0	41,359	-49,301	0	0	7,500	0
930 Capital - Amenities												
9136	Jointly Funded Imp Scheme	2,935	0	2,500	2,935	0	5,435	0	0	0	2,500	0
9138	Toilet Provision	17,346	0	0	17,346	0	17,346	0	0	0	5,000	0
9139	Jubilee Memorial Renovation	1,830	0	0	1,830	0	1,830	0	0	0	0	0
9157	New Vehicle	15,000	0	2,000	15,000	0	17,000	0	0	0	3,000	0
9185	Town Signs	1,148	1,288	0	0	0	0	0	0	0	0	0

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St Ives Town Council
Budget Detail - By Committee

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Note :

		<u>Last Year</u>		<u>Current Year</u>							<u>Next Year</u>	
		Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Committed Exp.	Projected Actual	Next Year Budget	C/Fwd Budget
9187	Parish Church Wall	5,000	0	5,000	5,000	0	10,000	0	0	0	0	0
9195	Play Equipment	15,634	0	20,000	15,634	0	35,634	0	0	0	15,000	0
9286	Equipment & Tools - Amenities	8,151	1,220	4,500	6,931	0	11,431	0	0	0	6,500	0
9436	War Memorial Renovation	1,850	0	250	1,850	0	2,100	0	0	0	250	0
9496	Westwood Road Memorial	4,000	2,125	1,000	1,875	0	2,875	0	0	0	1,000	0
OverHead Expenditure		72,894	4,633	35,250	68,401	0	103,651	0	0	0	33,250	0
930	Net Expenditure	72,894	4,633	35,250	68,401	0	103,651	0	0	0	33,250	0
940	Capital - Property											
9095	York House Refurbishment	4,659	0	2,000	4,659	0	6,659	0	0	0	1,000	0
9184	Town Hall refurbishment	5,002	0	0	5,002	0	5,002	0	0	0	0	0
9197	New Maintenance Depot	78,811	35,707	0	0	0	0	8,844	0	0	0	0
9246	TH Refurbishments	12,247	8,680	7,000	3,567	0	10,567	0	0	0	5,000	0
9336	Corn Exchange Refurbishments	13,833	1,924	5,000	11,909	0	16,909	0	0	0	5,000	0
9337	Corn Exchange Roof	0	0	30,000	0	0	30,000	0	0	0	0	0
OverHead Expenditure		114,552	46,311	44,000	25,137	0	69,137	8,844	0	0	11,000	0
940	Net Expenditure	114,552	46,311	44,000	25,137	0	69,137	8,844	0	0	11,000	0
950	Capital - Norris Museum											
9505	Norris Museum Expansion	0	502,667	0	0	0	0	494,221	0	0	0	0
OverHead Expenditure		0	502,667	0	0	0	0	494,221	0	0	0	0

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St Ives Town Council
Budget Detail - By Committee

Note: (-) Net Expenditure means Income is greater than Expenditure

Note :

	<u>Last Year</u>		<u>Current Year</u>							<u>Next Year</u>	
	Budget	Actual	Agreed Budget	Fwd/Rev Budget	Net Virement	Revised Budget	Actual YTD	Committed Exp.	Projected Actual	Next Year Budget	C/Fwd Budget
4090 Norris Grant Income	0	463,092	0	0	0	0	299,114	0	0	0	0
Total Income	0	463,092	0	0	0	0	299,114	0	0	0	0
950 Net Expenditure	0	39,575	0	0	0	0	195,107	0	0	0	0
Capital Projects - Expenditure	241,757	578,290	84,750	129,397	0	214,147	513,494	0	0	51,750	0
Income	0	469,319	0	0	0	0	358,844	0	0	0	0
Net Expenditure	241,757	108,971	84,750	129,397	0	214,147	154,650	0	0	51,750	0
Total Budget Expenditure	241,757	578,290	84,750	129,397	0	214,147	513,494	0	0	51,750	0
Income	0	469,319	0	0	0	0	358,844	0	0	0	0
Net Expenditure	241,757	108,971	84,750	129,397	0	214,147	154,650	0	0	51,750	0