



MATLOCK TOWN COUNCIL

ANNUAL REPORT 2010-2011

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SUMMARY OF THE WORK OF THE TOWN COUNCIL DURING 2010-2011

INTRODUCTION

The Council has 11 elected members. All Councillors strive to ensure the effective provision of services for both residents and visitors to Matlock. The Council's activities are funded, in the main, by the Council precept.

THE COUNCIL

The full Council oversees all activities that the Council undertakes. None of its seven committees / working parties have delegated powers - the full Council makes all decisions.

The Council meets at 7.00pm in the Small Hall of the Imperial Rooms in Matlock, on the first and third Monday of each Month (they do not meet on the second Monday in August). Committees and working parties meet by agreement. Prior notification of meetings is always given via the Imperial Rooms notice board on the front of the building, on our website and other noticeboards in the Town. Members of the public and press are always welcome to attend any meeting.

Business Plan

The Council have a Business Plan with the overall aim "To conserve and improve Matlock as an attractive and sustainable place in which to live, visit and to do business."

The 4 main Priorities of Matlock Town Council are to:

- Support residents and community & voluntary groups
- Develop a prosperous business community
- Protect and enhance the environment
- Improve the Council

The document is currently under review.

Quality Council Status

The Council obtained Quality Status in October 2010.

Planning

The Town Council is consulted on planning applications in their area. All applications, for discussion at meetings, are advertised on notice boards throughout the Town. This enables members of the public to submit their comments to both the Town Council and the District and County Councils.

Activities, Events and Open Spaces

Throughout the year, the Council participates in various activities throughout the town, supports local groups and organisations and manages several open spaces.

Activities	Events	Open Spaces
Provision of Hanging Baskets/Planters	Matlock Victorian Christmas Weekend	Chesterfield Allotment Site

Grant Aid for local groups and organisations	Participation in East Midlands in Bloom	Denefields
Support for the Matlock Partnership	Organisation of Matlock in Bloom	Princess Diana Memorial Garden (Hillside)
Support for Matlock Live	Remembrance Sunday	Kiln Park (Community Orchard)
	Farmers' Markets	Bailey's Tump
	Summer Music events in the Park	Prospect Drive (Verge)
	Weekly Denefields Volunteer Activities	Wishingstone Way (Verge)
	Programme of events and activities on Denefields	Wild Thyme Community Garden

In order to fulfil its duties and maintain the Imperial Rooms and Open Spaces, the Council employs 9 members of staff, 5 of which are part-time, and funds a Project Officer from Groundwork, Derby and Derbyshire to facilitate work on Denefields. All the Council staff are committed to helping residents and visitors to Matlock.

Publicity

The Council believes that it is important to keep its residents informed of their activities. They have 8 noticeboards throughout the town; a website and a quarterly newsletter. Members of the local press usually attend council meetings.

Imperial Rooms

Matlock Town Council runs the Imperial Rooms, a community facility in the centre of Matlock. It is currently well used by all groups within the community, however buildings of this nature in Matlock are in short supply. The Council wishes to continue to explore the possibility of developing the rooms as a more valued resource within the local community and has recently installed free WiFi as part of the Matlock WiFi project run by the Matlock Partnership. The Reception area is fully staffed and is open Monday to Friday from 9.30am to 4.30pm and is frequently used by both residents and visitors.

The Civic Function

This year the Civic Service and reception was held at St Giles Church, Matlock. The Mayor has represented the Town at various functions throughout the County and has also undertaken a number of local engagements.

CONCLUSION

Matlock Town Council and its staff work hard to keep local resident and visitors to Matlock well informed and represented. Proposed improvements to the centre of Matlock have taken place and as a consequence Matlock is set to become a more vibrant and welcoming place to visit and live.

The Council welcomes views from any visitors and residents in Matlock on any aspect of the town and will endeavour to answer any queries posed to the best of its ability.

MAY 2010/2011

MATLOCK TOWN COUNCIL

Contact Details

Mayor	CLlr Stephen Flitter 14 Hurst Rise Matlock DE4 3EP (Hurst Farm)	582065 <i>steve.flitter246@btinternet.com</i>
Deputy Mayor Allotments and Footpaths	CLlr Barry Hopkinson 41 Overdale Matlock DE4 3ES (Matlock Green)	56822 <i>BrryHpk@aol.com</i>
Member Treasurer	CLlr Ian Milne 130 Church Street Matlock DE4 3BZ (Starkholmes & Riber)	580714 <i>milneofmatlock@aol.com</i>
	CLlr Martin Burfoot 12 Megdale, Sheriff Fields Matlock DE4 3JW (Dimple Rd West & South of River)	584301 <i>sueandmartinofmatlock@hotmail.co.uk</i>
	CLlr David Barker 3 Paxton Close, Sheriff Fields Matlock DE4 3DT (Dimple Rd West & South of River)	55248 <i>davidatmatlock@aol.com</i>
	CLlr Mrs Susan Burfoot 12 Megdale, Sheriff Fields Matlock DE4 3JW (Dimple Road East)	584301 <i>sueandmartinofmatlock@hotmail.co.uk</i>
	CLlr Mrs Cate Hopkinson 41 Overdale Matlock DE4 3ES (Dimple Road East)	56822 <i>cateofmatlock@aol.com</i>
	CLlr Barrie Tipping 8 Hawleys Close Matlock DE4 5LY (Chesterfield Road East)	582415 <i>b.tipping@sky.com</i>
	CLlr Mrs Ann Elliott 48 Wolds Rise, Cavendish Park Matlock DE4 3HJ (Nth of Jackson Rd & Wellington St)	55289 <i>ann.elliott1953@live.co.uk</i>
	CLlr Mrs Ursula Lunn 52 Overdale Matlock DE4 3ES (Hurst Farm)	581571 <i>ziggysfishtank@yahoo.co.uk</i>
	CLlr Geoff Stevens 17 Allen Hill Matlock DE4 3LR (Nth of Jackson Rd & Wellington St)	57677 <i>geoff.stevens@derbyshiredales.gov.uk</i>

Mayors Report
May 2011

During the last year I have made every effort to give respect and consideration to the duties and public role of the Mayor, both as leading this council and supporting the wider community.

I have attended many events ranging from civic services, dinners, meetings, awarding prizes, information events and commemorations.

Some have been very formal, some relaxed, others solemn but all enjoyable and made many useful contacts through the networking opportunities but realising that sometimes protocol leaves Town Mayors at a disadvantage.

My two objectives during this mayoral term were to achieve Quality status for the council and to raise awareness and funding for the air ambulance. Quality status was achieved due our hard working staff and over £3,500 was raised for the air ambulance.

Matlock's civic service was very well attended this year, with the chance for hard working members of the community to attend who do not always get a chance to experience this honour, I believe that people working at the heart of our community not seeking reward or favour deserve recognition and the towns celebrations should not only go to those occupying position on committee's and organisations as of right.

This year the civic awards concentrated on business achievements and in recognition of their contribution to the community but also recognised the achievements of Matlock Town F.C. and of young people in the boy's brigade in gaining the Duke of Edinburgh's award.

I would like to thank all members of the Town Council for their contributions to debate at council meetings, we have not always agreed for a variety of reasons but we have always taken decisions in the correct manner and acted with good intent.

I would also like to thank all the staff who have worked very hard and carried out their duties with the utmost diligence and professionalism, regardless of position they have given the council and myself full support throughout the year.

Cllr. Steve Flitter

Hurst Farm Ward

Mayor of Matlock 2010/11

BALANCE SHEET

March 2011

ASSETS

Royal Bank of Scotland Current Account	£4,724.16	
Royal Bank of Scotland Special Interest Account	£103,634.48	
Royal Bank of Scotland Mayors' Account	£1,902.89	
Petty Cash	£200.00	
Undeposited Funds	£0.00	
Shares	£223.30	¹
Debtors	£4405.27	
Total ASSETS		£115,090.10

LIABILITIES

Creditors	£4,539.24	
VAT Due	-£17,990.86	
PAYE / NI	£2,310.64	
Pension Contributions	£2,963.52	
Union Contributions	£131.18	
Total LIABILITIES		-£8,046.28

NET ASSETS

£123,136.38

CAPITAL

Current Earnings	£10,524.47	
Historial Balancing Account	£112,611.91	
Total CAPITAL		£123,136.38

¹ At 28 April 2011 these shares were trading at £5,592.20

Centrica	322.50p x 324 shares =	£ 1,044.90
Lloyds Banking Group (HBOS)	59.47p x 538 shares =	£ 319.95
National Grid	614.00p x 111 shares =	£ 681.54
BG Group	1538.00p x 339 shares =	£ 5,213.82

PROFIT AND LOSS STATEMENT

April 2010 through March 2011

INCOME

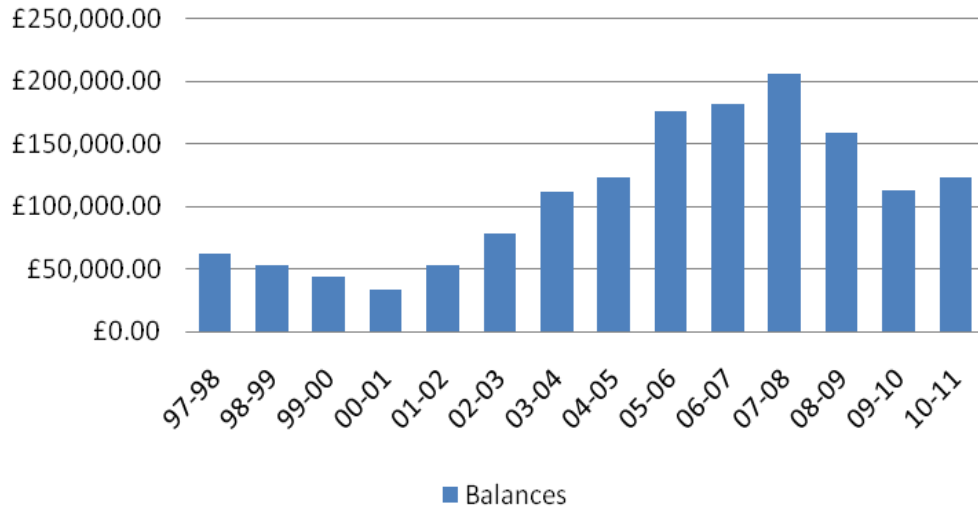
<u>2009-10</u>			
244,000	PRECEPT		£251,320.00
	COMMUNITY RECEIPTS		
38,009	Imperial Rooms Sales	£39,774.62	
19,008	Christmas Weekend	£21,549.37	
57,017	Total COMMUNITY RECEIPTS		£61,323.99
	ADMINISTRATION RECEIPTS		
671	Bank Interest&Shares	£704.90	
-14,639	Miscellaneous Income	£3,492.59	
565	External Funding	£2,333.96	
-13,403	Total ADMINISTRATION RECEIPTS		£6,531.45
	ENVIRONMENT RECEIPTS		
1,179	Allotment Rents	£444.00	
1,365	Floral display&baskets	£3,000.00	
2,544	Total THE ENVIRONMENT		£3,444.00
	PROJECTS AND REGENERATION		
2,193	Farmers' Market income	£1,649.00	
619	Town Trails - sales	£269.95	
2,812	Total PROJECTS & REGENERATION		£1,918.95
292,969	TOTAL INCOME		£324,538.39

EXPENSES

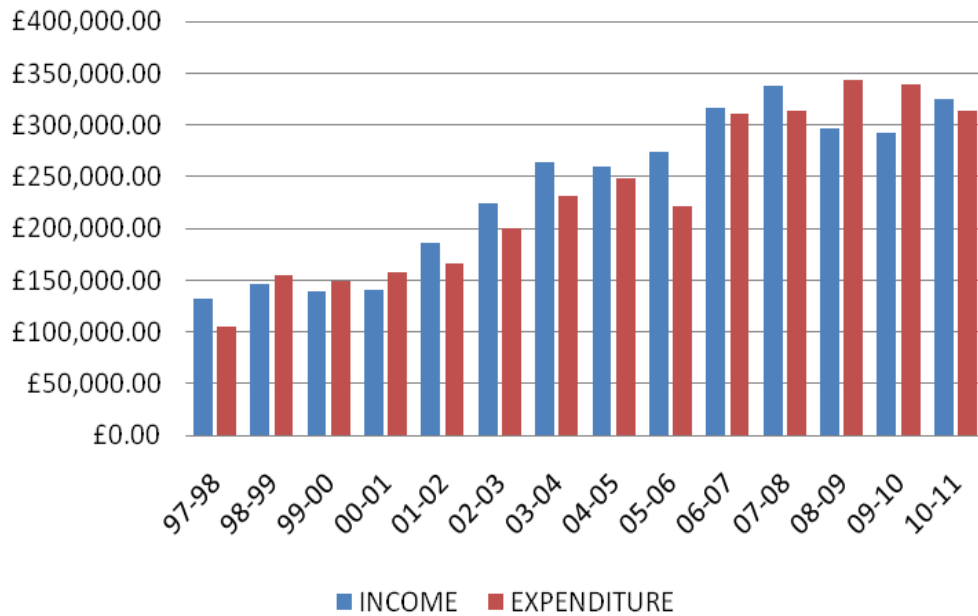
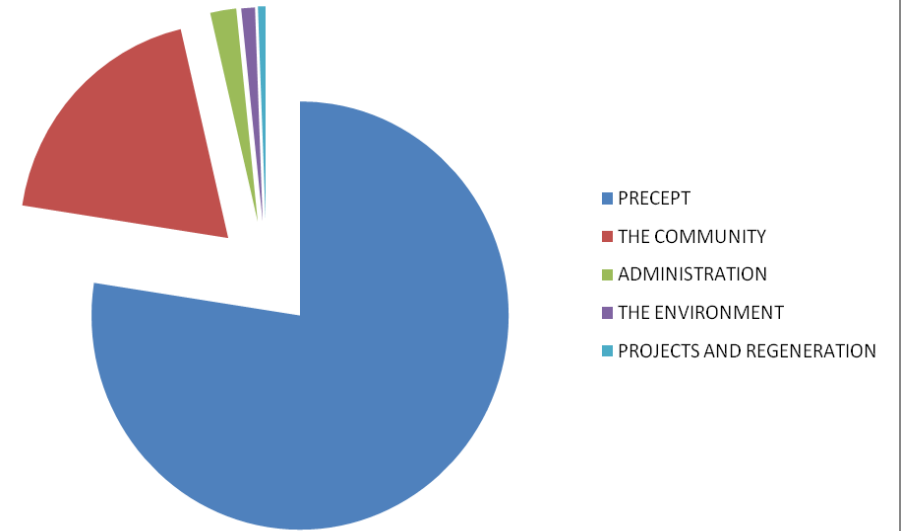
<u>2009-10</u>	COMMUNITY COSTS		
	IMPERIAL ROOMS		
8,003	Business Rates	£4,098.00	
14,368	Maintenance	£2,004.21	
9,326	Services	£11,959.75	
36	Bad Debts		
22,268	Christmas Weekend	£28,813.94	
1,000	Citizens Advice Bureau		
5,932	Community Grants	£2,050.00	
34,941	Christmas Lights	£13,344.01	
95,873	Total COMMUNITY COSTS		£62,269.91
	ADMINISTRATION COSTS		
1,183	Audit Costs	£1,346.25	
643	Entertainment licenses	£456.11	
392	Annual Subscriptions	£409.00	
5,490	Insurance	£4,140.68	
809	Bank Charges	£750.72	

8,887	Office expenses	£13,637.71	
488	Mayors' allowance	£3,274.76	
1,356	Courses/Seminars/Training	£346.25	
891	Election costs		
6,089	Miscellaneous expenses	£592.98	
26,226	Total ADMINISTRATION COSTS		£24,954.46
	ENVIRONMENTAL COSTS		
18,018	Open Spaces	£23,174.11	
225	Street Furniture	£2,154.51	
109	MIB/EMIB	£285.70	
6,240	Vehicle Costs	£8,734.13	
627	Allotments	£663.56	
5,887	Other Envmt expenses	£1,411.92	
6,141	Floral display&baskets	£8,842.51	
37,247	Total ENVIRONMENTAL COSTS		£45,266.44
	PROJECT/REGEN.COSTS		
609	Remembrance Sunday	£730.98	
1,510	Farmers' Market	£1,795.67	
1,960	Events in the Park	£1,606.96	
4,321	Newsletter/Publications	£1,509.81	
	DDDC Consultancy	£8,136.88	
	Wall Mounted Flags		
8,400	Total PROJECT/REGEN.COSTS		£13,780.30
	STAFF COSTS		
139,058	Employee Costs	£129,194.64	
7,621	Employer's NIC	£7,691.62	
27,737	Employer's Pension Contribution	£27,334.42	
368	Personal Protective Equipment	£202.55	
174,783	Total STAFF COSTS		£164,423.23
	EXTERNAL FUNDING COSTS		
5	Denefields-Breathing Places 4	£742.50	
-11	Denefields-Health Development Fund		
531	Denefields-Breathing Places		
-4,325	Denefields-Awards for All	£2,400.08	
700	Wayfinder (Progressive Towns)		
-433	Derby and Derbyshire Economic Partnership	£177.00	
-3,534	Total EXTERNAL FUNDING COSTS		£3,319.58
338,995	TOTAL EXPENSES		£314,013.92
-46,026	NET PROFIT/(LOSS)		£10,524.47

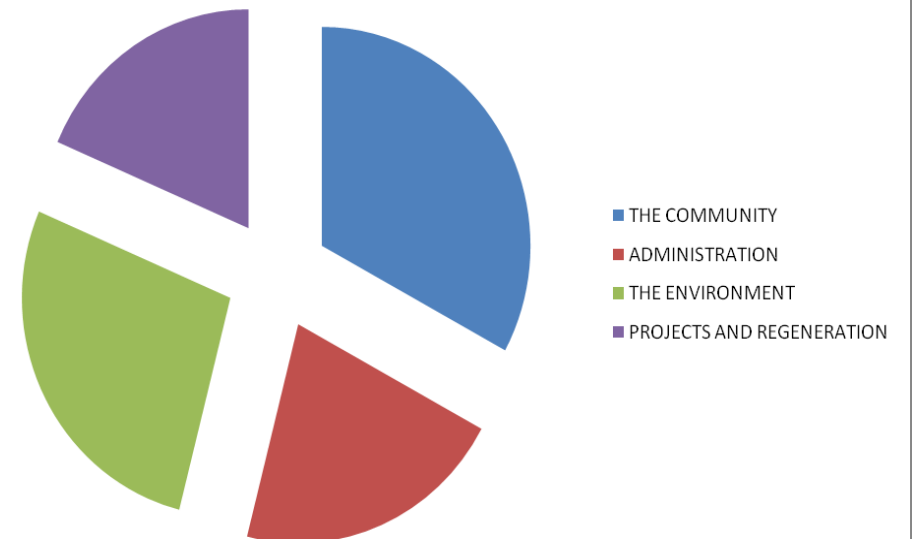
Yearly trends



INCOME AT A GLANCE



EXPENDITURE AT A GLANCE



MATLOCK TOWN COUNCIL

SUPPORTING NOTES YEAR ENDING 31 MARCH 2011

1 ASSETS

Movements in the Year:

(a) During the year the following assets were purchased at the cost shown:

	COST (£)
Dunsby Memorial bench	320.00
Fido Bin	150.00
2 Storage Cabinets	224.40
Office Filing Cabinet	159.00

(b) During the year the following assets were sold for the amount shown:

	RECEIPT (£)
None	

(c) At 31 March 2009 the following assets were held:

Asset:

	Basis of valuation	Value (£)
Building - Imperial Rooms	Insurance	638,211.70
Fittings	Insurance and cost	47,734.24
Office Equipment	Cost	18,598.81
Tools	Cost	9,676.20
External fixtures and fittings incl bus shelters, storage container, seats etc.	Cost	154,779.87

Land:

Allotments at Chesterfield Road 2.3 Acres <i>(Council legally obliged to maintain and provide the land for public allotment use)</i>		NIL
Land to the south of Megdale, Sheriff Fields <i>(known as Kiln Park)</i>		presently unknown
Land at the foot of Dimple Road <i>(known as Hillside Garden)</i>		presently unknown

(d) Investments

- 324 shares - **Centrica** - Nominal face value
- 111 shares – **National Grid** (Lattice) - Nominal face value
- 538 shares – **Lloyds Banking Group** (HBOS) - Nominal face value
- 339 shares – **BG Group** – Nominal face value

2 LEASES

Lease agreement	with	for	Monthly cost £
5448439	Lex Autolease Ltd t/a Ford Business Partner	Ford Ranger 2.5TDCi 4WD Pick Up Regular XL Manual and Truckman Top, bed liner, tow bar and external paint Registration no: YR60 KVC	383.65
Terms – Year 1 <i>5 year contract, full maintenance. Annual mileage limit 10,000. 1 advance payment of £1113.82 followed by 59 monthly payments. Excess mileage 9.2 pence per mile.</i>			

1 March 2007 to 28 Feb. 2013	Derbyshire Dales District Council	Land at Denefields, off Chesterfield Road, Matlock	1 payment of £25.00
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50 year lease from 28 March 2006	The Presentation Sisters of the BVM English Province	Land at Bailey’s Tump, Asker Lane, Matlock	Peppercorn
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3 BORROWINGS

None

4 DEBTS OUTSTANDING

As at 31 March 2011 debts of £4,405.27 were outstanding and due to the Council.

	VALUE (£)
Less than 1 month old	2,706.41
Between 1 and 2 months	1,475.31
Between 2 and 3 months	182.55
Between 3 and 6 months	41.00
Over 6 months old	<u>0.00</u>
	<u>4,405.27</u>

5 TENANCIES

During the year the following tenancies were held:

Council as Landlord:

Tenant	Property	Rent p.a.(£)
Allotment holders	51.5 plots at Chesterfield Road	
	11 @	15.00 per plot
	41.5 @	21.00 per plot

6 137 PAYMENTS

Section 137 of the Local Government Act 1972 enables parish councils to spend up to the product of £6.15 per head of electorate for the benefit of people in the area on activities or projects not specifically authorised by other powers.

The limit for this Council in the year ended 31 March 2011 was £47,385.75 and the payments made were as follows:

Payee	Nature of payment	£
Starkholmes & District Thursday Club	Community Grant	250.00
Rainbow Hospice	Community Grant	250.00
Matlock Eaubonne Twinning Association	Community Grant	500.00
Church on the Bus	Community Grant	500.00
All Saints' Church Hall	Community Grant	300.00
Friends of the Derwent Valley Line	Community Grant	100.00
Starkholmes Village Hall	Community Grant	150.00
Floral displays and plants	Cost	9,488.32
Matlock and East Midlands in Bloom	Entry Fee/Presentation Evening	285.70
Remembrance Sunday	Cost	730.98
Economic Development (10 hours/week 01/04/10 to 31/03/11)	Salary	5,815.92
	TOTAL	<u>18,330.92</u>

7 AGENCY WORK

During the year the Council undertook no agency work on behalf of other authorities.

8 ADVERTISING AND PUBLICITY

The following costs for advertising and publicity were incurred during the year:

	£
Advertising and publicity (<i>includes Farmers' Markets</i>)	<u>2,327.63</u>
	<u>2,327.63</u>

9 PENSIONS

The Council holds a Pension Scheme for its employees through Derbyshire County Council. This is linked to the Local Government Pension Scheme. Employers payments made during the year amount to £27,334.42.

10 CONTINGENT LIABILITIES

None

11 CAPITAL RESERVES

None

12 EARMARKED RESERVES

CAB Grant	Minute No: 234/11	1,500.00
Street Furniture	Minute No: 234/11	<u>4,655.54</u>
		<u>6,155.54</u>

Signed: *S Flitter*

Chairman

Signed: *S. C. Smith.*

Town Clerk/RFO

Date: 16 May 2011

Date: 16 May 2011