



ASHBOURNE TOWN COUNCIL
Town Hall, ASHBOURNE, Derbyshire, DE6 1ES
Tel: 01335 342291
E-mail:- enquiries@ashbournetowncouncil.gov.uk
www.ashbournetowncouncil.gov.uk

5th November 2024

To: The Mayor, Deputy Mayor and Members of Ashbourne Town Council

Dear Councillor,

You are summoned to attend the meeting of the Finance, Town Hall & HR Committee of Ashbourne Town Council to be held at **7.30pm** on **Monday 11 November 2024** in the Council Chamber, Town Hall, Ashbourne.

Members are asked to sign the attendance sheet for the meeting and to complete the Declarations Sheet (if appropriate). These will be available in the Council Chamber.

Yours sincerely

Carole Dean
Town Clerk

*****Non-Confidential items of this meeting may be Audio Recorded*****

- 1) **Apologies for absence.**
- 2) **Variation of order of business.**
- 3) **Declaration of Members Interests.**
This is to enable Members to declare the existence and nature of any Disclosable Pecuniary Interest they have in subsequent agenda items, in accordance with the Town Council's Code of Conduct. Interests that become apparent at a later stage in the proceedings may be declared at that time.
- 4) **To receive and approve requests for dispensations from members on matters in which they have a Disclosable Pecuniary Interest**
- 5) **Public Questions and Comments – (3 Minutes per speaker a maximum 15 Minutes in total)**
 - a) A period of not more than fifteen minutes will be made available for members of the public and Members of the Council to comment on any matters
 - b) If the Police Liaison Officer, a County Council or District Council Member is in attendance they will be given the opportunity to raise any relevant matter
- 6) **Finance.**
 - a) Clerks report on bank balances at 31st October 2024 and draft net position for receipts and payments at 30th September 2024 (report attached)

- b) Chair to sign off the bank reconciliation for October (if available)
- 7) **Update from the Town Council's Insurance company regarding Members decision to request an increase of insurance value to £5m for the Town Hall (email form Zurich attached)**
- 8) **Update on the cloak room toilet off the Anti Room in the Town Hall**
- 9) **Clerk's Report following the Electrical fixed wired inspection (report attached) Members to make a decision**
- 10) **Cllr Mrs Brown – Members to consider writing to Ashbourne Arts regarding the possible early removal of the 'Our Town' Project in the Historical Centre**
- 11) **Members to consider and decide on a request for use of the Marion Abbott room at no cost for a workshop and focus group relating to the Cooper's Mill project to be held on Saturday morning(s) in January 2025**
- 12) **For information – Receipt by DDDC of 'Community Right to Bid Nomination' for Empire Ballroom (copy letter attached)**
- 13) **Chair to sign the Minutes (Previously approved and ratified)**

Item 6a.



Ashbourne Town Council

Town Hall, The Market Place, Ashbourne, Derbyshire, DE6 1ES

Email: townclerk@ashbournetowncouncil.gov.uk

Website: www.ashbournetowncouncil.gov.uk

Clerk to the Town Council and Responsible Financial Officer:

Mrs Carole Dean

Agenda reporting sheet

11th November 2024 – Finance, Town Hall and HR Committee - Finance Report

<p>Agenda Item: <i>(insert the wording to appear on the agenda, the motion/resolution that you are seeking to resolve, i.e., "to resolve to..... to note that.....to ensure that.....")</i></p>	<p>Clerk to advise Members of the bank balances at the 31st October and the draft net position at 30th September 2024</p>
<p>Background Information: <i>(Insert as much information as possible so that councillors have the detail, they need to help make an informed decision, for example, cost, time, long term/short term project, where, how, why, when?)</i></p>	<p>Bank Balances 31st October 2024</p> <p>Current Account - £100 Business Saver - £218,018.83 35 Day Liquidity Account - £104,097.33 95 Day Liquidity Account - £101,959.55 Total - £424,175.71</p> <p>Draft Net Position for payments and receipts at 30th September 2024, attached.</p>

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2024 and 30/09/2024)

Donations S137 and Other

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
8000	S137 Donations		1,600.00	1,600.00	7,500.00	3,892.00	3,608.00	5,208.00 (69%)
8001	Other Donations				7,500.00		7,500.00	7,500.00 (100%)
8002	Donation Community Coordinatc				2,400.00	3,600.00	-1,200.00	-1,200.00 (-50%)
SUB TOTAL			1,600.00	1,600.00	17,400.00	7,492.00	9,908.00	11,508.00 (66%)

Administration Costs

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
7201	Printing & Stationery				2,400.00	739.72	1,660.28	1,660.28 (69%)
7202	Postage				650.00	450.00	200.00	200.00 (30%)
7203	Telephone & Broadband				3,000.00	981.78	2,018.22	2,018.22 (67%)
7204	IT Hosting and Programs				7,460.00	1,720.32	5,739.68	5,739.68 (76%)
7205	Computer Hardware				2,000.00		2,000.00	2,000.00 (100%)
7206	Publications				90.00		90.00	90.00 (100%)
7207	Subscriptions & Licences				3,450.00	1,701.03	1,748.97	1,748.97 (50%)
7211	Insurance				4,000.00		4,000.00	4,000.00 (100%)
7212	Office Furniture				2,000.00	963.32	1,036.68	1,036.68 (51%)
7213	Historical Centre stationery & Eq				1,000.00	300.00	700.00	700.00 (70%)
SUB TOTAL					26,050.00	6,856.17	19,193.83	19,193.83 (73%)

Amenities

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
7701	Grit Refills				750.00		750.00	750.00 (100%)
7703	Bus Shelters				500.00	123.84	376.16	376.16 (75%)
7704	Victoria Square Lighting				270.00	157.59	112.41	112.41 (41%)
7705	Bradley Wood				1,000.00		1,000.00	1,000.00 (100%)
7706	Heritage Boards					15.00	-15.00	-15.00 (N/A)
SUB TOTAL					2,520.00	296.43	2,223.57	2,223.57 (88%)

Bank Interest and Charges

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
7501	Bank Interest							(N/A)
7502	Bank Charges				500.00	288.34	211.66	211.66 (42%)
SUB TOTAL					500.00	288.34	211.66	211.66 (42%)

Ashbourne Town Council

5 November 2024 (2024-2025)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2024 and 30/09/2024)

Employee Costs

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
7001 Net Pay				90,091.00	45,405.45	44,685.55	44,685.55 (49%)
7002 PAYE				14,977.00	6,007.47	8,969.53	8,969.53 (59%)
7003 Pension				21,583.00	11,426.04	10,156.96	10,156.96 (47%)
SUB TOTAL				126,651.00	62,838.96	63,812.04	63,812.04 (50%)

Mayoral Costs

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
7050 Mayors Allowance				1,750.00	517.60	1,232.40	1,232.40 (70%)
7051 Civic Service				1,200.00		1,200.00	1,200.00 (100%)
7052 Regalia Repairs				250.00		250.00	250.00 (100%)
SUB TOTAL				3,200.00	517.60	2,682.40	2,682.40 (83%)

Professional Fees

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
7801 Solicitor Fees				4,000.00		4,000.00	4,000.00 (100%)
7802 Architect Fees				4,000.00	636.33	3,363.67	3,363.67 (84%)
7803 Consultancy Fees				4,000.00		4,000.00	4,000.00 (100%)
7804 Audit Fees				1,200.00	1,069.60	130.40	130.40 (10%)
SUB TOTAL				13,200.00	1,705.93	11,494.07	11,494.07 (87%)

Publicity Costs

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
7301 Website				500.00	550.00	-50.00	-50.00 (-10%)
7302 Newsletter				500.00		500.00	500.00 (100%)
7303 Advertising				1,000.00		1,000.00	1,000.00 (100%)
SUB TOTAL				2,000.00	550.00	1,450.00	1,450.00 (72%)

Receipts and Income

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
4000 Precept	325,060.00	325,060.00					(0%)
4001 Hanging Baskets	5,000.00	1,920.00	-3,080.00				-3,080.00 (-61%)
4002 Christmas Events	1,750.00	50.00	-1,700.00				-1,700.00 (-97%)
4003 Fireworks							(N/A)
4004 Bank Interest Received	3,000.00	5,815.24	2,815.24				2,815.24 (93%)
4005 Insurance Claims							(N/A)
4006 Town Hall Rents Received							(N/A)

Ashbourne Town Council

5 November 2024 (2024-2025)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2024 and 30/09/2024)

Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	Net Position
4007	Town Hall Room Hire	11,000.00	6,754.54	-4,245.46	22.00	-22.00	-4,267.46 (-38%)	
4008	Community Event						(N/A)	
4009	Historical Centre Donations	600.00	435.00	-165.00			-165.00 (-27%)	
4010	Miscellaneous Income		42.50	42.50			42.50 (N/A)	
4011	VAT Refund		8,716.76	8,716.76			8,716.76 (N/A)	
SUB TOTAL		346,410.00	348,794.04	2,384.04	22.00	-22.00	2,362.04 (0%)	

Regular Events and Attraction

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
7601	Fireworks Event				6,000.00		6,000.00	6,000.00 (100%)
7602	Christmas Spectacular		25.00	25.00	10,000.00	113.15	9,886.85	9,911.85 (99%)
7603	Christmas Lights Switch On				7,000.00	381.84	6,618.16	6,618.16 (94%)
7604	Christmas Lights				45,000.00		45,000.00	45,000.00 (100%)
7605	Christmas Trees				3,000.00		3,000.00	3,000.00 (100%)
7606	Floral Scheme		90.00	90.00	14,000.00	10,884.91	3,115.09	3,205.09 (22%)
7607	Community Events					465.16	-465.16	-465.16 (N/A)
7608	Millennium Square Maintenance				3,000.00		3,000.00	3,000.00 (100%)
7609	Regeneration Funding		10,000.00	10,000.00	5,000.00		5,000.00	15,000.00 (300%)
7610	Misc Hospitality				600.00	36.85	563.15	563.15 (93%)
SUB TOTAL			10,115.00	10,115.00	93,600.00	11,881.91	81,718.09	91,833.09 (98%)

Special Projects

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
9001	Election Costs				5,000.00		5,000.00	5,000.00 (100%)
9002	Millennium Square				72,000.00	36,499.98	35,500.02	35,500.02 (49%)
9003	Beacon Construction							(N/A)
9004	Greenman Gantry & Head				4,000.00		4,000.00	4,000.00 (100%)
9005	Town Hall Modernisation Program				35,000.00		35,000.00	35,000.00 (100%)
9006	Administration							(N/A)
9007	SIDS				10,000.00		10,000.00	10,000.00 (100%)
9008	Coronation Event							(N/A)
9009	Wright Memorial				500.00		500.00	500.00 (100%)
SUB TOTAL					126,500.00	36,499.98	90,000.02	90,000.02 (71%)

Town Hall Costs

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
7101	Non Domestic Rates				18,214.00	10,929.50	7,284.50	7,284.50 (39%)
7102	Heat & Light				15,000.00	4,279.70	10,720.30	10,720.30 (71%)
7103	Water & Sewerage				1,210.00	461.53	748.47	748.47 (61%)
7104	Waste Collection				2,200.00	289.35	1,910.65	1,910.65 (86%)
7105	Cleaning Materials				715.00	420.85	294.15	294.15 (41%)
7106	Routine Repairs & Renewals				16,000.00	4,089.82	11,910.18	11,910.18 (74%)
7108	Uniform				300.00		300.00	300.00 (100%)
7109	Clocks Town Hall and Millennium				500.00		500.00	500.00 (100%)

Ashbourne Town Council

5 November 2024 (2024-2025)

Summary of Receipts and Payments

All Cost Centres and Codes (Between 01/04/2024 and 30/09/2024)

9010 Election Costs							(N/A)
SUB TOTAL				54,139.00	20,470.75	33,668.25	33,668.25 (62%)

Training and Development

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
7401 Staff Training				1,000.00		1,000.00	1,000.00 (100%)
7402 Staff Training Expenses				100.00		100.00	100.00 (100%)
7403 Cllr Training				500.00	60.00	440.00	440.00 (88%)
7404 Cllr Training Expenses				50.00	14.40	35.60	35.60 (71%)
SUB TOTAL				1,650.00	74.40	1,575.60	1,575.60 (95%)

Summary

NET TOTAL	346,410.00	360,509.04	14,099.04	467,410.00	149,494.47	317,915.53	332,014.57 (40%)
V.A.T.					12,553.18		
GROSS TOTAL		360,509.04			162,047.65		

Item 7.

Town Clerk

To: Jonathan Meiseles
Subject: RE: Reinstatement Value

From: Jonathan Meiseles <jonathan.meiseles@uk.zurich.com>
Sent: 16 October 2024 09:24
To: Town Clerk <townclerk@ashbournetowncouncil.gov.uk>
Subject: RE: Reinstatement Value

Hi Carole

I am good and hope you are too.

The problem with this is to increase to £5m, we would insist on a valuation being undertaken and without one would limit the sum insured to what you have now, leaving yourselves open to under insurance and the average clause being applied. With Listed Buildings, there has been so much increase in the rebuild costs which means even the £5m might not be sufficient but without a proper valuation, it is impossible to say.

As an indication, to increase to £5m the likely additional annual premium would be in the region of £5,000 – this could be higher (or lower depending on the sum insured) but without a valuation having been done at that sum insured, the Senior Underwriters will not look at it so I could not get a confirmed quote.

Kind regards

Jonathan

Jonathan Meiseles (Cert CII)
Customer Account Manager
Tel 01243 832117 or Mobile: 07971 009498
Renewals Team Tel: 0800 917 9531
Email: jonathan.meiseles@uk.zurich.com

Follow us:    



Read [Feefo Reviews](#) from our town, parish and community council customers

Item 9

Ashbourne Town Council

Town Hall, The Market Place, Ashbourne, Derbyshire, DE6 1ES

Email: townclerk@ashbournetowncouncil.gov.uk

Website: www.ashbournetowncouncil.gov.uk



Clerk to the Town Council and Responsible Financial Officer:

Mrs Carole Dean

Agenda reporting sheet

11th November 2024 – Finance Committee – Electrical Installation Condition Report and Quotation

<p>Agenda Item: <i>(insert the wording to appear on the agenda, the motion/resolution that you are seeking to resolve, i.e., "to resolve to..... to note that.....to ensure that.....")</i></p>	<p>A) Members to consider the Electrical Installation Report and quotation of £1061.00 for the remedial works.</p> <p>B) Members to consider the upgrading of the distribution boards and the timescale for the work to be undertaken.</p>
<p>Background Information: <i>(Insert as much information as possible so that councillors have the detail, they need to help make an informed decision, for example, cost, time, long term/short term project, where, how, why, when?)</i></p>	<p>An Electrical Installation Condition Report, or EICR, is a document that is compiled by a qualified electrician to identify any faults or potential hazards with a building's electrical system or fixed electrical appliances as a result of a periodic electrical inspection and testing.</p> <p>It is an important document and a legal requirement for businesses in the UK as it can help identify any electrical issues that may need to be addressed with an electrical installation to ensure safety. The report should be updated regularly, particularly if there are any changes to the electrical installations or electrical equipment.</p> <p>The 5 year electrical fixed wire inspection was carried out at the end of September and the beginning of October 2024. The summary of the condition of the installation was unsatisfactory and a variety of remedial works are required to certify the building.</p>

	<p><u>Remedial Works</u></p> <p>Remedial works are required to bring the installation to a satisfactory level. Once the works are carried out a certification will be issued accordingly.</p> <p>A quotation for the remedial works has been submitted at a total of £1061 excluding VAT. See attached.</p> <p><u>Distribution Boards</u></p> <p>During the inspection it was identified that the distribution boards require upgrading this is to achieve current standards in line with the IET wiring regs BS-7671 Amendment 3. This will consist of new metal clad distribution boards with individual RCBO protection and future capacity for any additional circuits as all the boards are currently to full capacity. We have highlighted within the report that all existing distribution are constructed of combustible PVC material which no longer comply with the latest wiring regulations.</p> <p>It was recommended that these are replaced over the next 5 years prior to the next inspection. Members to consider whether to replace them all in one job or spread them out over the next five years, for completion prior to the next inspection in September/October 2029.</p> <p>Quotation attached.</p>
--	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Implications to be completed by The Clerk

Staffing Implications

The Council Objectives

X ✓

Equalities and Human Rights	There are no equalities and human rights issues	
Biodiversity	There are no biodiversity issues	
Financial	There are no financial implications at this stage	
	There will be financial implications	✓
	There is provision within the budget	
	Approx £10K in the repairs and renewals to date	✓
	Decisions may give rise to additional expenditure	
	Decisions may have potential for income generation	

PLEASE NOTE – Agenda item requests: these must be received by The Town Clerk at LEAST 6 working days before the meeting at which you would like your item to be considered.

QUOTATION

Customer:	FAO – Carole Dean Ashbourne Town Hall Market Place, Ashbourne, DE6 1ES.	Date:	29 th October 2024
		Quotation Ref:	JL/Q14511/BN
		Format:	Email
Project:	EICR Remedial Works		

We have the pleasure in submitting our quotation to carry out the electrical works following on from our recent EICR. This quotation should be read in conjunction with the submitted test results.

Scope of works:

- To sign in and acquire relevant permit to work if applicable.
- To set up site and cart materials into the working area.
- To barrier off the working area where applicable.

Town Hall Remedials

- To replace faulty RCBO located within DB1A and retest.
- To rectify open circuit fault on basement lighting and retest.
- Boiler room light fitting to be re terminated into a correct enclosure.
- Investigate cables supplying light above the main entrance, and make safe if necessary.
- To install a flying earth lead to some metal light switches to ensure exposed conductive parts are correctly earthed.

Flat DB Remedials

- To replace the main 2 pole RCD below the DB for a new version and retest.
- To replace the main earth from the PME connection point to the flat DB with a 16mm cable.
- To isolate and remove the circuits supplying sockets and water heaters within the council chamber, this will stop any circuits crossing over from different incoming electrical services.
- We assume we can re supply the council chamber sockets from a local supply within the chamber - this cabling will be installed in white plastic mini trunking at low level.

pg. 1

Alan Benfield Limited Managing Director: P.W. Waldron
 VAT Reg. No. 864 4757 84 Company Reg. No. 2601348 Subject to our Terms of Business
 AB Ltd Quote Template V1



Alan Benfield

LIMITED

ELECTRICAL CONTRACTOR

The Coach House, Derwent Street, Belper, Derbyshire, DE56 1WN
 Tel: 01773 824370 Fax: 01773 828257
 Email: enquiries@alanbenfieldltd.co.uk
 www.alanbenfieldltd.co.uk

- We assume works can be carried out within normal working hours 8.00am – 4.30pm Monday – Friday.
- Once works have been completed, necessary testing shall be carried out and certification issued accordingly.
- Risk and method statements shall be submitted prior to works being carried out.

Item	Cost
Please note, all prices quoted are EXCLUDING V.A.T. V.A.T. will be charged at standard rate, 20% and subject to Domestic Reverse Charge Rules.	Total Quotation Value £1061.00

Please note due to the current climate we may not be able to hold any commodity prices for longer than 7 days.

I trust that this is satisfactory, however should you require any further information, please do not hesitate to contact me.

Yours sincerely

J. Lawrence

Jake Lawrence
 Contracts Supervisor

ELECTRICAL CONTRACTOR

pg. 2

Alan Benfield Limited Managing Director: P.W. Waldron
 VAT Reg. No. 864 4757 84 Company Reg. No. 2601348 Subject to our Terms of Business
 AB Ltd Quote Template V1



Certificate No 19287

QUOTATION

Customer:	FAO – Carole Dean Ashbourne Town Council Market Place, Ashbourne, DE6 1ES.	Date:	29 th October 2024
		Quotation Ref:	JL/Q14510/BN
		Format:	Email
Project:	Distribution Board Upgrades		

have the pleasure in submitting our quotation to carry out the electrical works following on from our recent EICR. This quotation should be read in conjunction with the submitted test results.

Scope of works:

- To sign in and acquire relevant permit to work if applicable.
- To set up site and cart materials into the working area.
- To barrier off the working area where applicable.

DB1 /DB1A

- To remove both existing distribution boards and incorporate into 1 with a new 3phase schneider acti 9 board to supply the premises.
- To install metal 4x4 trunking around the distribution board for termination of all final circuits.
- All circuits are to be installed on 30MA RCDs to achieve additional protection.
- Type 1 surge protection to be installed at the origin to protect installation in the event of an over voltage spike.
- All circuits are to be re labelled and have the necessary testing undergone upon completion of works.

DB 2

- To replace existing plastic DB with a new 14way metal clad version.
- All final circuits are to be installed on type A RCBOs to achieve additional protection.
- Existing cabling around distribution board is to be tidied up and re glanded accordingly.
- All circuits are to be re labelled and to have the necessary testing undergone upon completion of works.

pg. 1

Alan Benfield Limited Managing Director: P.W. Waldron
 VAT Reg. No. 864 4757 84 Company Reg. No. 2601348 Subject to our Terms of Business
 AB Ltd Quote Template V1



DB3 / DB3A

- To replace both existing DB's with a new 14way metal clad version, incorporating both boards into one.
- All final circuits are to be installed on type A RCBOs to achieve additional protection.
- Existing cabling around distribution board is to be tidied up and re glanded accordingly.
- All circuits are to be re labelled and to have the necessary testing undergone upon completion of works.

DB 4

- To remove existing distribution board and replace with a new 14 way metal clad version.
- All final circuits are to be installed on type A RCBOs to achieve additional protection.
- Existing cabling around distribution board is to be tidied up and re glanded accordingly.
- All circuits are to be re labelled and to have the necessary testing undergone upon completion of works.

DB5

- To remove existing distribution board and replace with a new 17 way metal clad version.
- All final circuits are to be installed on type A RCBOs to achieve additional protection.
- Existing cabling around distribution board is to be tidied up and re glanded accordingly.
- All circuits are to be re labelled and to have the necessary testing undergone upon completion of works.

Flat DB

- To remove existing 6 way DB and replace with a new 12 way metal clad version.
 - To incorporate type 2 SPD within the new board to protect installation against overvoltage spikes.
 - All final circuits are to be installed on type A RCBOs to achieve additional protection.
 - All final circuits are to be re labelled and to have the necessary testing undergone upon completion.
- We assume works can be carried out within normal working hours 8.00am – 4.30pm Monday – Friday.
- Once works have been completed, necessary testing shall be carried out and certification issued accordingly.
- Risk and method statements shall be submitted prior to works being carried out.

pg. 2

Alan Benfield Limited Managing Director: P.W. Waldron
VAT Reg. No. 864 4757 84 Company Reg. No. 2601348 Subject to our Terms of Business
AB Ltd Quote Template V1



Certificate No 19287



Alan Benfield LTD

ELECTRICAL CONTRACTOR

The Coach House, Derwent Street, Belper, Derbyshire, DE56 1WN
Tel: 01773 824370 Fax: 01773 828257
Email: enquiries@alanbenfieldltd.co.uk
www.alanbenfieldltd.co.uk

ELECTRICAL CONTRACTOR

Item	Cost
DB1/DB1A	£2390.00
DB2	£1130.00
DB3/DB3A	£1058.00
DB4	£1173.00
DB5	£1174.00
Flat DB	£790.00
Please note, all prices quoted are EXCLUDING V.A.T. V.A.T. will be charged at standard rate, 20% and subject to Domestic Reverse Charge Rules.	Total Quotation Value £7715.00

Please note due to the current climate we may not be able to hold any commodity prices for longer than 7 days.

I trust that this is satisfactory, however should you require any further information, please do not hesitate to contact me.

Yours sincerely

J. Lawrence

Jake Lawrence
Contracts Supervisor

pg. 3

Alan Benfield Limited Managing Director: P.W. Waldron
VAT Reg. No. 864 4757 84 Company Reg. No. 2601348 Subject to our Terms of Business
AB Ltd Quote Template V1



Certificate No 19287

Terms of Business

General

Quotations are made and orders accepted subject to the following conditions. These conditions shall come into force on our acceptance of your order and shall apply to all orders received, whether in writing or otherwise. No variation of the Company's conditions shall be binding upon the Company, unless and until the variation has been accepted in writing by a duly authorised person on behalf of the Company.

Quotations

Due to the current climate, the volatility and uncertainty in commodity prices this quotation may only be valid for 7 days from the date of quotation and unless accepted within that period will be deemed to have been withdrawn.

Guarantee

The Company guarantees at its discretion to refund the price of goods or to repair or replace free of charge any of the goods found to its satisfaction to be defective within twelve months of the date of delivery owing to faulty design, materials for workmanship provided that the goods have not been modified other than by the Company and have been operated, repaired and maintained within the Company's recommendations for use (if any) and provided that the Company's liability under this condition shall in no circumstance extend beyond the corresponding liability of this supplier.

In the case of goods repaired or replaced by the Company the guarantee period shall terminate at the end of the original guarantee period. Unless otherwise agreed in writing the purchaser shall satisfy himself as to the suitability for the application intended by the purchaser of any lighting design or other design work carried out by the Company.

Delivery

Delivery dates are promises given in good faith by us to indicate estimated delivery times but shall not amount to any contractual obligation to deliver at the times stated. No liability for direct or consequential loss or damage arising from delay in delivery will be accepted by us. Delivery dates shall be reasonably extended if delays are caused by industrial disputes or by any cause beyond reasonable control.

Payment and Transfer of Property

Unless otherwise agreed in writing payment shall be due within 30 days of date of invoice and property in goods supplied shall not pass until payment has been received in full. Until payment in full the purchaser shall hold and store at his own expense the goods on our behalf with licence to use the goods; such licence being revoked automatically on the insolvency of the purchaser or expressly by actual revocation. Upon such revocation the Company shall be entitled to enter the purchaser's premises and remove all or any of the goods used under the said licence (whether or not the same shall have been incorporated with other goods to form a new product PROVIDED THAT the goods are capable of removal and subsequent re-use) without prejudice to its right to sue for non-payment. In the event of the Company exercising its right of removal it shall not be liable for any damage to the property or premises of the purchaser caused by such removal. Until payment in full we shall have a lien on all property of the purchaser in our possession. The Company may at its absolute discretion allow discounts for prompt settlement of accounts, and the Company reserves the right to vary or withdraw such discount.

Value Added Tax

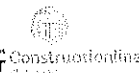
Value added tax will be charged at the appropriate rate and will be shown on the invoice. From the 1st of March 2021 under the new Domestic Reverse Charge Rules, it will be assumed you are the end user and standard VAT will be charged, unless we are informed otherwise in writing that the reverse charge rules need to be applied as you are not the end user.

Law

Any question relating to any quotation or any order or contract shall be determined in accordance with English Law.

Data Protection

By accepting this quotation, you are authorising permission for storing and processing of your personal data for Alan Benfield Limited's use only. This information will not be passed on to any third party in accordance with our GDPR privacy policy.



ELECTRICAL CONTRACTOR

Terms of Business

General

Quotations are made and orders accepted subject to the following conditions. These conditions shall come into force on our acceptance of your order and shall apply to all orders received, whether in writing or otherwise. No variation of the Company's conditions shall be binding upon the Company, unless and until the variation has been accepted in writing by a duly authorised person on behalf of the Company.

Quotations

Due to the current climate, the volatility and uncertainty in commodity prices this quotation may only be valid for 7 days from the date of quotation and unless accepted within that period will be deemed to have been withdrawn.

Guarantee

The Company guarantees at its discretion to refund the price of goods or to repair or replace free of charge any of the goods found to its satisfaction to be defective within twelve months of the date of delivery owing to faulty design, materials or workmanship provided that the goods have not been modified other than by the Company and have been operated, repaired and maintained within the Company's recommendations for use (if any) and provided that the Company's liability under this condition shall in no circumstance extend beyond the corresponding liability of this supplier.

In the case of goods repaired or replaced by the Company the guarantee period shall terminate at the end of the original guarantee period. Unless otherwise agreed in writing the purchaser shall satisfy himself as to the suitability for the application intended by the purchaser of any lighting design or other design work carried out by the Company.

Delivery

Delivery dates are promises given in good faith by us to indicate estimated delivery times but shall not amount to any contractual obligation to deliver at the times stated. No liability for direct or consequential loss or damage arising from delay in delivery will be accepted by us. Delivery dates shall be reasonably extended if delays are caused by industrial disputes or by any cause beyond reasonable control.

Payment and Transfer of Property

Unless otherwise agreed in writing payment shall be due within 30 days of date of invoice and property in goods supplied shall not pass until payment has been received in full. Until payment in full the purchaser shall hold and store at his own expense the goods on our behalf with licence to use the goods; such licence being revoked automatically on the insolvency of the purchaser or expressly by actual revocation. Upon such revocation the Company shall be entitled to enter the purchaser's premises and remove all or any of the goods used under the said licence (whether or not the same shall have been incorporated with other goods to form a new product PROVIDED THAT the goods are capable of removal and subsequent re-use) without prejudice to its right to sue for non-payment. In the event of the Company exercising its right of removal it shall not be liable for any damage to the property or premises of the purchaser caused by such removal. Until payment in full we shall have a lien on all property of the purchaser in our possession. The Company may at its absolute discretion allow discounts for prompt settlement of accounts, and the Company reserves the right to vary or withdraw such discount.

Value Added Tax

Value added tax will be charged at the appropriate rate and will be shown on the invoice. From the 1st of March 2021 under the new Domestic Reverse Charge Rules, it will be assumed you are the end user and standard VAT will be charged, unless we are informed otherwise in writing that the reverse charge rules need to be applied as you are not the end user.

Law

Any question relating to any quotation or any order or contract shall be determined in accordance with English Law.

Data Protection

By accepting this quotation, you are authorising permission for storing and processing of your personal data for Alan Benfield Limited's use only. This information will not be passed on to any third party in accordance with our GDPR privacy policy.

pg. 4

Alan Benfield Limited Managing Director: P.W. Waldron
VAT Reg. No. 864 4757 84 Company Reg. No. 2601348 Subject to our Terms of Business
AB Ltd Quote Template V1



Certificate No 19287

Item 12.



Ashbourne Town Council
C/O Carole Dean
Town Hall
Market Place
Ashbourne
DE6 1ES

Please ask for: Ashley Watts
Direct Dial No: 01629 761367
My Ref: RS/AW/DLT/LG/21/2(47)
E-mail: acv@derbyshiredales.gov.uk

28/10/2024

Dear Sirs

COMMUNITY RIGHT TO BID NOMINATION – EMPIRE HALL, ASHBOURNE

Thank you for your nomination of the site known as Empire Hall.

The nomination was received in the District Council's offices on the 8th October 2024 and a decision regarding the nomination will be made on or before the 23rd December 2024 at which point we will write to you notifying you of the decision.

Should you have any further queries, please do not hesitate to contact me.

Yours sincerely

A handwritten signature in blue ink that reads "Victoria Taylor".

Victoria Taylor
BUSINESS SUPPORT ASSISTANT

Paul Wilson MCD, Dip TP, Dip Mgmt, MRTPI
Corporate Director

Town Hall, MATLOCK, Derbyshire. DE4 3NN

For general enquiries telephone 01629 761100 or visit www.derbyshiredales.gov.uk