APPENDICES

6

COMMITTEE UPDATES

Get quote for remote panic alarm system	**Corporate**	**CC566/26**	**17.08.2026**	**31.08.2026**	**RFO**	**Completed-** ***see below***
Retain fidelity insurance at current levels	**Corporate**	**CC568/26**	**17.08.2026**	**31.08.2026**	**Clerk**	**Completed 19.08.2026**
Change point 13 on Lone Working policy to state 'remote panic alarm'	**Corporate**	**CC569/26**	**17.08.2026**	**31.08.2026**	**Clerk**	**Completed 19.08.2026**
Paid compassionate leave in handbook to be changed to 5 days plus a day for the funeral	**Corporate**	**CC570/26**	**17.08.2026**	**31.08.2026**	**Clerk**	**Completed 19.08.2026**
To take on an apprentice	**Corporate**	**CC571/26**	**17.08.2026**	**31.08.2026**	**Clerk**	**Delayed due to staff circumstances**
To publish the internal control policy	**Corporate**	**CC572/26**	**17.08.2026**	**31.08.2026**	**Clerk**	**Completed 22.08.2026**

BusinessWatch®

Our Passion is Your Safety & Security

An andwis. group company

YOUR PROPOSAL

Prepared for: Matlock Town Council

Site ID: 010955
Enquiry Number:
Issue Date: 11/09/2026
Created by: Kavan Latimer

NSI GOLD

SecuriPlex
SAFETY • FIRE • SECURITY
An andwis. group company

Dear Sir/Madam,

With reference to our recent engineer visit and report (Ref:) please find the details of the required works below.

We categorise our quotations based on our opinion of the effect on your system if you were not to proceed with the works detailed.

Our categories are defined as:

Recommendation – recommended works provide improvement or additions to your current system. Not having these works carried out would not effect your systems operation;

Impeding – we highly recommend these works are carried out. Not actioning could result in a negative effect on your systems operation;

Critical – not carrying out these works would severely affect your systems operation and integrity and may mean that you are not covered by your insurance policy(s)

We have categorised this quotation as: Recommendation

Scope of Works

****BUDGET ESTIMATE****

As requested by the customer, an engineer will attend site to supply and install a portable wireless panic alarm button system.

To facilitate the installation of this device, a Scantronic control panel will be installed and integrated with the existing Texecom intruder alarm system via a relay interface.

Whilst wireless systems are designed to operate reliably, radio signal performance may be affected by environmental factors, building alterations, the introduction of new equipment, or other changes beyond our control. Accordingly, we cannot guarantee continued signal performance where site conditions are subsequently altered.

The Client is responsible for ensuring that any significant changes to the site do not adversely affect the operation of the wireless system. Where changes are proposed that may have an impact on radio signal transmission, we recommend that the system is reviewed to confirm continued reliable operation.

This quotation does not include the provision of Police response following activation of the panic alarm.

Should a Police response be required, additional works, equipment and associated costs may apply. Any such requirements will be assessed and quoted separately.

Where feasible, the attending engineer will programme the panic alarm output onto the existing signalling unit to enable alarm activations to be transmitted to the Alarm Receiving Centre (ARC).

The Client is required to confirm whether activation of the panic alarm button is to operate as follows:

Audible: Activation generates an audible alarm indication on site.
Silent: Activation is transmitted to the ARC without generating an audible alarm indication on site.

Prior to our engineer's attendance, the Client is required to provide a 3A mains fused spur at a suitable location for connection of the equipment.

The fused spur must be installed prior to our attendance by a qualified electrician and be compliant with all applicable electrical regulations and standards.

Please note that the costs outlined within this quotation are budgetary and indicative only, based on the information currently available.

A site survey will be required prior to the issue and acceptance of a Purchase Order (PO) to confirm the proposed installation, equipment requirements, radio signal performance, power requirements and compatibility with the existing alarm system.

Following completion of the site survey, the final scope of works and associated costs will be confirmed. Should any additional works or equipment be identified during the survey, these will be discussed with the Client and may be subject to a revised quotation prior to commencement of works.

Equipment Schedule

Quantity	Product Number	Product Description
1.00	Attendance Charge	
1.00	I-ON-HUD-KIT-02	Scantronic KIT W/LESS HUA KIT 3x HUD LR
1.00	Power Consumer Unit	BATTERY SLA NP 7Amp 12V
1.00	WBXVHLR1224	W Box Technologies RELAY MULTI PURPOSE RELAY 8A 12/24V
7.00	Additional Labour Hours	
1.00	Additional Commissioning Hours	
1.00	CAB8/WH/100/PR	CABLE ALARM 8 Core White 100m Type 2

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BusinessWatch Group Agreement Document

Installation Address	Invoice Address (if different from Installation)
Matlock Town Council Imperial Rooms Imperial Road Matlock Derbys. DE4 3NL	

Sales Description	Cost ex VAT
Equipment Cost	£1,068.08
Labour Cost	£843.00
Commissioning Cost	£94.00
Total	£2,105.33

Note that by signing below, you are confirming the following.

- That you have read and agree to the BusinessWatch Group terms and conditions & "Customer Requirements". https://www.businesswatchgroup.co.uk/terms-conditions/
- You are satisfied with the design described in the proposal detailed on this document:

Authorised Customer Representative	
NAME: Matlock Town Council	SIGNED:
DATE: 11/09/2026	PO Ref:

Specification Clarifications (Not all Apply)

*240 VAC Supplies: All fuse spurs and sockets are to be provided by others unless otherwise stated.

*Parts and hardware shall be where possible delivered directly to the client's site in advance to the engineer's arrival. The client shall accept the delivery and be responsible for the equipment safe storage until the SecuriPlex engineer attends site. Any equipment misplaced or stolen shall incur a replacement charge fee to the client. Some larger equipment may require further arrangements.

*All areas of suggested work are safe and accessible to the engineer before arrival. Delays could incur an additional fee unless SecuriPlex are informed with 1 working day notice before start of works.

*Please note that this quote does not include firestopping for any penetrations or openings created during the work, nor does it cover any subsequent repairs. It will be the responsibility of the customer to arrange for a separate contractor to complete any required firestopping or repair work.

*Installation lead time approximately 14 working days after the order has been processed.

*Proposal valid for 14 days

APPENDICES CORPORATE COMMITTEE 19.10.2026

7

RFO REPORT

PURPOSE OF REPORT

To bring a series of reports, for approval, that highlight all in-goings and out-goings of the council's bank accounts and all current outstanding invoices for the use of the imperial rooms. Also to have all reconciliation reports since the last meeting signed.

BACKGROUND

Reports requested for all corporate meetings.

SUMMARY

See reports.

RECOMMENDATION

RISK ASSESSMENT

N/A

OTHER CONSIDERATIONS

In preparing this report the relevance of the following factors has also been taken into consideration: Prevention of Crime and Disorder; equalities; environmental; climate change; health; human rights and personnel and property.

Dated: 09/10/2026

APPENDICES CORPORATE COMMITTEE 19.10.2026

2 September 2026 (2026-2027)

Matlock Town Council

Prepared by: _____ Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 31/08/2026			
	Cash in Hand 01/04/2026			147,828.32
	ADD			
	Receipts 01/04/2026 - 31/08/2026			432,552.27
				580,380.59
	SUBTRACT			
	Payments 01/04/2026 - 31/08/2026			175,738.55
A	**Cash in Hand 31/08/2026** (per Cash Book)			**404,642.04**
	Cash in hand per Bank Statements			
	Petty Cash	31/08/2026	50.00	
	RBS Current Account	31/08/2026	69,958.51	
	RBS Savings Account	31/08/2026	22,631.07	
	Undeposited Funds	31/08/2026	0.00	
	Unity Current Account	31/08/2026	0.00	
	Unity Savings Account	31/08/2026	299,669.13	
	Stripe	31/08/2026	1,720.08	
	LLoyds	31/08/2026	10,613.25	
				404,642.04
	Less unpresented payments			
				404,642.04
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**404,642.04**
	A = B Checks out OK			

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APPENDICES CORPORATE COMMITTEE 19.10.2026

6 October 2026 (2026-2027)

Matlock Town Council

Prepared by: _____ Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____

Name and Role (RFO/Chair of Finance etc)

	Bank Reconciliation at 30/09/2026			
	Cash in Hand 01/04/2026			147,828.32
	ADD			
	Receipts 01/04/2026 - 30/09/2026			441,448.48
				589,276.80
	SUBTRACT			
	Payments 01/04/2026 - 30/09/2026			207,788.94
A	**Cash in Hand 30/09/2026** (per Cash Book)			**381,487.86**
	Cash in hand per Bank Statements			
	Petty Cash	30/09/2026	50.00	
	RBS Current Account	30/09/2026	67,742.30	
	RBS Savings Account	30/09/2026	22,648.46	
	Undeposited Funds	30/09/2026	0.00	
	Unity Current Account	30/09/2026	0.00	
	Unity Savings Account	30/09/2026	276,208.44	
	Stripe	30/09/2026	3,903.85	
	LLoyds	30/09/2026	10,934.81	
				381,487.86
	Less unpresented payments			
				381,487.86
	Plus unpresented receipts			
B	**Adjusted Bank Balance**			**381,487.86**
	A = B Checks out OK			

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APPENDICES CORPORATE COMMITTEE 19.10.2026

Matlock Town Council

Listing of Payments in each Code for All Cost Centres

(Between 01-08-2026 and 30-09-2026)

Cost Centre ADMINISTRATION COSTS

Code Number 19 Subscriptions

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
297	03/08/2026	INV-20740		RBS Current Accou		scribe bookings and allotments subscri	Scribe 2000 Ltd	S	52.00	10.40	62.40
297	03/08/2026	INV-20740		RBS Current Accou		scribe bookings and allotments subscri	Scribe 2000 Ltd	S	33.00	6.60	39.60
339	19/08/2026	IEN202604682		RBS Current Accou		Acrobat standard subscription	Adobe Systems Software	S	12.49	2.50	14.99
367	01/09/2026	INV-21620		RBS Current Accou		scribe bookings and allotments subscri	Scribe 2000 Ltd	S	52.00	10.40	62.40
367	01/09/2026	INV-21620		RBS Current Accou		scribe bookings and allotments subscri	Scribe 2000 Ltd	S	33.00	6.60	39.60
424	21/09/2026	IEN202605297		RBS Current Accou		Acrobat standard subscription	Adobe Systems Software	S	12.49	2.50	14.99
						Subtotal for Code:	Subscriptions		£194.98	£39.00	£233.98

Code Number 21 Bank Charges

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
293	03/08/2026	2026-2027/187		Stripe		Stripe Transaction Fee	Stripe	X	0.95		0.95
299	04/08/2026	2026-2027/202		Stripe		Stripe Transaction Fee	Stripe	X	1.11		1.11
307	05/08/2026	2026-2027/202		Stripe		Stripe Transaction Fee	Stripe	X	2.60		2.60
308	05/08/2026	2026-2027/202		Stripe		Stripe Transaction Fee	Stripe	X	2.00		2.00
309	05/08/2026			RBS Current Accou		Bank Charges	RBS	Z	31.85		31.85
310	06/08/2026	2026-2027/203		Stripe		Stripe Transaction Fee	Stripe	X	1.91		1.91
311	06/08/2026	2026-2027/203		Stripe		Stripe Transaction Fee	Stripe	X	1.21		1.21
318	13/08/2026	2026-2027/203		Stripe		Stripe Transaction Fee	Stripe	X	2.94		2.94
319	13/08/2026	2026-2027/203		Stripe		Stripe Transaction Fee	Stripe	X	1.45		1.45
321	14/08/2026	2026-2027/203		Stripe		Stripe Transaction Fee	Stripe	X	3.34		3.34
322	14/08/2026	2026-2027/203		Stripe		Stripe Transaction Fee	Stripe	X	2.00		2.00
335	18/08/2026			LLoyds		Bank Charges	Lloyds	Z	4.25		4.25
360	26/08/2026	2026-2027/188		Stripe		Stripe Transaction Fee	Stripe	X	0.65		0.65
361	26/08/2026	2026-2027/188		Stripe		Stripe Transaction Fee	Stripe	X	0.95		0.95
369	31/08/2026			Unity Current Accoi		Bank Charges	Unity Trust Bank	Z	7.15		7.15
375	03/09/2026	2026-2027/205		Stripe		Stripe Transaction Fee	Stripe	X	2.48		2.48
376	04/09/2026			RBS Current Accou		Bank Charges	RBS	Z	22.40		22.40
378	07/09/2026	2026-2027/205		Stripe		Stripe Transaction Fee	Stripe	X	0.80		0.80
383	08/09/2026	2026-2027/205		Stripe		Stripe Transaction Fee	Stripe	X	4.76		4.76
384	08/09/2026	2026-2027/205		Stripe		Stripe Transaction Fee	Stripe	X	2.02		2.02
385	08/09/2026	2026-2027/205		Stripe		Stripe Transaction Fee	Stripe	X	2.02		2.02
386	08/09/2026	2026-2027/205		Stripe		Stripe Transaction Fee	Stripe	X	2.02		2.02
387	08/09/2026	2026-2027/205		Stripe		Stripe Transaction Fee	Stripe	X	2.94		2.94
388	08/09/2026	2026-2027/206		Stripe		Stripe Transaction Fee	Stripe	X	2.02		2.02
390	10/09/2026	2026-2027/206		Stripe		Stripe Transaction Fee	Stripe	X	4.48		4.48
391	11/09/2026	2026-2027/206		Stripe		Stripe Transaction Fee	Stripe	X	1.55		1.55
392	11/09/2026	2026-2027/206		Stripe		Stripe Transaction Fee	Stripe	X	1.10		1.10
403	15/09/2026	2026-2027/207		Stripe		Stripe Transaction Fee	Stripe	X	1.34		1.34

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Matlock Town Council

Listing of Payments in each Code for All Cost Centres

(Between 01-08-2026 and 30-09-2026)

APPENDICES CORPORATE COMMITTEE 19.10.2026

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
432	28/09/2026	2026-2027/208		Stripe		Stripe Transaction Fee	Stripe	X	15.70		15.70
437	30/09/2026			Unity Current Accoı		Bank Charges	Unity Trust Bank	Z	7.15		7.15
438	21/09/2026			LLoyds		Bank Charges	Lloyds	Z	4.25		4.25
						Subtotal for Code:	Bank Charges		£141.39		£141.39

Code Number 22 Office Expenses incl IT contracts

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
313	10/08/2026	GB60AGOJRL		RBS Current Accoı		Lever arch folders	Amazon Payments UK Ltd	S	17.98	3.60	21.58
353	24/08/2026	2169310		RBS Current Accoı		Name badges	J & A INTERNATIONAL	S	11.53	2.31	13.84
356	25/08/2026	3609666		RBS Current Accoı		Stationery	Gompels Ltd	S	37.18	7.44	44.62
358	26/08/2026	53718		RBS Current Accoı		Server, Cloud and Email	SIA Ltd	S	414.00	82.80	496.80
371	03/09/2026	629122900172		RBS Current Accoı		Refreshments	Iceland Foods	S	7.42	1.48	8.90
408	17/09/2026	3636746		RBS Current Accoı		toilet roll	Gompels Ltd	S	24.88	4.98	29.86
435	30/09/2026	53965		RBS Current Accoı		Server, Cloud and Email	SIA Ltd	S	414.00	82.80	496.80
						Subtotal for Code:	Office Expenses incl IT contract		£926.99	£185.41	£1,112.40

Code Number 23 Mayors Allowance

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
397	15/09/2026	GB6002NNVN!		RBS Current Accoı		Birthday card	Amazon Payments UK Ltd	S	8.45	1.69	10.14
407	16/09/2026	GB600F5Z8XE		RBS Current Accoı		newspaper birthday facts card	Amazon Payments UK Ltd	S	6.37	1.27	7.64
						Subtotal for Code:	Mayors Allowance		£14.82	£2.96	£17.78

Code Number 24 Conferences & Training

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
301	05/08/2026	2030		RBS Current Accoı		pesticide training	ARB Training	S	302.50	60.50	363.00
301	05/08/2026	2030		RBS Current Accoı		pesticide training	ARB Training	E	267.60		267.60
399	15/09/2026	2036		RBS Current Accoı		Chainsaw maintenance and cross cuttir	ARB Training	S	302.50	60.50	363.00
399	15/09/2026	2036		RBS Current Accoı		Chainsaw maintenance and cross cuttir	ARB Training	Z	152.50		152.50
						Subtotal for Code:	Conferences & Training		£1,025.10	£121.00	£1,146.10

Code Number 87 HR administration fees

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
295	03/08/2026	INV-5191		RBS Current Accoı		policy document review 2026	Castle Associates	S	300.00	60.00	360.00
338	19/08/2026	INV-5413		RBS Current Accoı		HR Payment	Castle Associates	S	88.00	17.60	105.60
425	21/09/2026	INV-5745		RBS Current Accoı		HR Payment	Castle Associates	S	88.00	17.60	105.60
						Subtotal for Code:	HR administration fees		£476.00	£95.20	£571.20
						Subtotal for Cost Centre:	ADMINISTRATION COSTS		2,779.28	443.57	3,222.85

Cost Centre EVENT COSTS

Code Number 37 Remembrance & Poppy Appeal

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
332	18/08/2026	HA116		RBS Current Accoı		Wreath - Remembrance Day	Royal British Legion Trading Ltd	S	127.08	25.42	152.50
333	18/08/2026	7719		RBS Current Accoı		purple poppy flags	Murphy's Army Purple Poppy Campaig	Z	100.00		100.00
440	22/09/2026	9719181		RBS Current Accoı		temporary event notice	Derbyshire Dales DC	Z	21.00		21.00

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Matlock Town Council

Listing of Payments in each Code for All Cost Centres

(Between 01-08-2026 and 30-09-2026)

							Subtotal for Code:	Remembrance & Poppy Appeal		£248.08	£25.42	£273.50
Code Number		**38 Events Programme**										
Vchr.	**Date**	**Invoice No**	**Minute**	**Bank**	**Payment Ref.**	**Description**		**Supplier**	**Vat Type**	**Net**	**Vat**	**Total**
304	05/08/2026	NAILED IT 26 I		RBS Current Accou		band in the park		Nailed It Belper Music Festival	Z	150.00		150.00
317	12/08/2026	202		RBS Current Accou		band in the park		Steel City Concert Band	Z	250.00		250.00
336	19/08/2026	160826		RBS Current Accou		band in the park		Matlock Band	Z	280.00		280.00
363	27/08/2026	LB00094		RBS Current Accou		band in the park		Liquid Brass Band	Z	350.00		350.00
364	27/08/2026	MAT003		RBS Current Accou		band in the park		Fonassys	Z	200.00		200.00
381	08/09/2026			RBS Current Accou		band in the park		Derwent Valley Wind Band	Z	200.00		200.00
							Subtotal for Code:	Events Programme		£1,430.00		£1,430.00
Code Number		**39 Christmas Event expenses**										
Vchr.	**Date**	**Invoice No**	**Minute**	**Bank**	**Payment Ref.**	**Description**		**Supplier**	**Vat Type**	**Net**	**Vat**	**Total**
312	10/08/2026	30211		RBS Current Accou		Santas Grotto		Marshall Events Ltd	S	333.33	66.67	400.00
337	19/08/2026	9615356CAR		RBS Current Accou		Road Closure Fee		Derbyshire Dales DC	Z	27.80		27.80
							Subtotal for Code:	Christmas Event expenses		£361.13	£66.67	£427.80
							Subtotal for Cost Centre:	EVENT COSTS		2,039.21	92.09	2,131.30
Cost Centre	**OPERATING COSTS & GRANTS**											
Code Number		**11 Imperial Rooms Business rates**										
Vchr.	**Date**	**Invoice No**	**Minute**	**Bank**	**Payment Ref.**	**Description**		**Supplier**	**Vat Type**	**Net**	**Vat**	**Total**
352	25/08/2026			RBS Current Accou		Business Rates		Derbyshire Dales DC	Z	80.00		80.00
423	25/09/2026			RBS Current Accou		Business Rates		Derbyshire Dales DC	Z	80.00		80.00
							Subtotal for Code:	Imperial Rooms Business rates		£160.00		£160.00
Code Number		**12 Imperial Rooms Maintenance**										
Vchr.	**Date**	**Invoice No**	**Minute**	**Bank**	**Payment Ref.**	**Description**		**Supplier**	**Vat Type**	**Net**	**Vat**	**Total**
298	03/08/2026	83509561		RBS Current Accou		3x360 Litre Wheeled bin emptying		Derbyshire Dales DC	Z	440.70		440.70
316	11/08/2026	3596345		RBS Current Accou		cleaning supplies		Gompels Ltd	S	36.91	7.38	44.29
380	07/09/2026	440/2026		RBS Current Accou		final payment for honours board		Greenbarnes Ltd	S	862.93	172.59	1,035.52
							Subtotal for Code:	Imperial Rooms Maintenance		£1,340.54	£179.97	£1,520.51
Code Number		**13 Imperial Rooms services**										
Vchr.	**Date**	**Invoice No**	**Minute**	**Bank**	**Payment Ref.**	**Description**		**Supplier**	**Vat Type**	**Net**	**Vat**	**Total**
314	10/08/2026	IW2085609		RBS Current Accou		Recycling bin hire		Panda (Previously Bagnall & Morris W	S	15.00	3.00	18.00
372	03/09/2026	IW2094585		RBS Current Accou		Recycling bin hire		Panda (Previously Bagnall & Morris W	S	15.00	3.00	18.00
401	15/09/2026	64589		RBS Current Accou		service and test of fire alarm system		Hollinsend Fire Safety Ltd	S	120.00	24.00	144.00
							Subtotal for Code:	Imperial Rooms services		£150.00	£30.00	£180.00
Code Number		**14 Licenses**										
Vchr.	**Date**	**Invoice No**	**Minute**	**Bank**	**Payment Ref.**	**Description**		**Supplier**	**Vat Type**	**Net**	**Vat**	**Total**
379	07/09/2026	9712181		RBS Current Accou		Small Society Lottery		Derbyshire Dales DC	Z	20.00		20.00
							Subtotal for Code:	Licenses		£20.00		£20.00

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APPENDICES CORPORATE COMMITTEE 19.10.2026

Matlock Town Council

Listing of Payments in each Code for All Cost Centres

(Between 01-08-2026 and 30-09-2026)

Code Number 113 Room equipment

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
323	17/08/2026	XX60009E5EJI		RBS Current Accou		projector	Amazon Payments UK Ltd	S	137.99	27.60	165.59
323	17/08/2026	XX60009E5EJI		RBS Current Accou		projector	Amazon Payments UK Ltd	Z	-29.89		-29.89
							Subtotal for Code: Room equipment		£108.10	£27.60	£135.70

Code Number 122 imperial rooms utilities

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
300	05/08/2026	55939890		RBS Current Accou		Internet	Zen Internet Ltd	S	51.54	10.31	61.85
320	14/08/2026	09232553		RBS Current Accou		Electric - Imperial Rooms	Ecotricity	L	118.22	5.91	124.13
330	18/08/2026	KI-B5F7239D-(		RBS Current Accou		gas and electric - imperial rooms	Octopus Energy	L	9.11	0.46	9.57
351	24/08/2026	wp-INV131484		RBS Current Accou		Water - Imperial Rooms	Waterplus	Z	204.27		204.27
366	01/09/2026	29757172		RBS Current Accou		Office phones	Zen systems	S	148.00	29.60	177.60
377	07/09/2026	56427594		RBS Current Accou		Internet	Zen Internet Ltd	S	47.93	9.59	57.52
389	09/09/2026	KI-B5F7239D-(		RBS Current Accou		gas and electric - imperial rooms	Octopus Energy	L	222.64	11.13	233.77
421	24/09/2026	wp-INV133978		RBS Current Accou		Water - Imperial Rooms	Waterplus	Z	247.12		247.12
436	30/09/2026	29757410		RBS Current Accou		Office phones	Zen systems	S	148.00	29.60	177.60
							Subtotal for Code: imperial rooms utilities		£1,196.83	£96.60	£1,293.43

Code Number 127 Electric for xmas lights

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
325	17/08/2026	GD7P3AQ4Q/(		RBS Current Accou		Electric-GD7P3AQ4Q	Smartest Energy	L	15.16	0.76	15.92
326	17/08/2026	GD7PXV4WU/I		RBS Current Accou		Electric-GD7PXV4WU	Smartest Energy	L	15.16	0.76	15.92
327	17/08/2026	GEJ9UNU8G/(		RBS Current Accou		Electric-GEJ9UNU8G	Smartest Energy	L	15.16	0.76	15.92
328	17/08/2026	GGP5W2BKW/		RBS Current Accou		Electric-GGP5W2BKW	Smartest Energy	L	15.16	0.76	15.92
329	17/08/2026	GGP65KTUL/0		RBS Current Accou		Electric-GGP65KTUL	Smartest Energy	L	15.16	0.76	15.92
393	15/09/2026	GGP5W2BKW/		RBS Current Accou		Electric-GGP5W2BKW	Smartest Energy	L	15.21	0.76	15.97
394	15/09/2026	GEJ9UNU8G/(		RBS Current Accou		Electric-GEJ9UNU8G	Smartest Energy	L	15.21	0.76	15.97
395	15/09/2026	GD7PXV4WU/I		RBS Current Accou		Electric-GD7PXV4WU	Smartest Energy	L	15.21	0.76	15.97
396	15/09/2026	GD7P3AQ4Q/(		RBS Current Accou		Electric-GD7P3AQ4Q	Smartest Energy	L	15.21	0.76	15.97
398	15/09/2026	GGP5W2BKW/		RBS Current Accou		Electric-GGP65KTUL	Smartest Energy	L	15.21	0.76	15.97
							Subtotal for Code: Electric for xmas lights		£151.85	£7.60	£159.45
							Subtotal for Cost Centre: OPERATING COSTS & GRANT		3,127.32	341.77	3,469.09

Cost Centre OUTDOOR ACTIVITES COSTS

Code Number 30 Plants, bulbs & trees

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
315	10/08/2026	106637		RBS Current Accou		Plants	Matlock Garden Centre	Z	59.99		59.99
400	15/09/2026	6/1504		RBS Current Accou		mini meadow seeds	Derwent Treescapes Ltd	S	73.85	14.77	88.62
							Subtotal for Code: Plants, bulbs & trees		£133.84	£14.77	£148.61

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Code Number 31 Vehicle costs

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
331	18/08/2026	13165624		RBS Current Accou		Fuel for Van	Fuel Genie	S	195.65	39.12	234.77
359	26/08/2026	23327111		RBS Current Accou		Van Lease	Ford Lease	S	261.70	52.34	314.04
404	16/09/2026	13259468		RBS Current Accou		Fuel for Van	Fuel Genie	S	131.88	26.37	158.25
422	28/09/2026	23482098		RBS Current Accou		Van Lease	Ford Lease	S	261.70	52.34	314.04
433	30/09/2026	22130		RBS Current Accou		tyre changeover	Tyre Specialists (Bakewell) Ltd	S	20.00	4.00	24.00
							Subtotal for Code: Vehicle costs		£870.93	£174.17	£1,045.10

Code Number 32 Allotments (water&other expenses)

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
355	25/08/2026	4-593734		RBS Current Accou		Stamps	Post Office	S	6.07	1.21	7.28
368	02/09/2026	wp-INV132124		RBS Current Accou		Allotment Water	Waterplus	S	750.69	150.14	900.83
							Subtotal for Code: Allotments (water&other expens		£756.76	£151.35	£908.11

Code Number 69 Public Conveniences

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
362	27/08/2026	2383		RBS Current Accou		Cleaning Toilets	Bubble n Shine	Z	1,330.00		1,330.00
431	28/09/2026	2398		RBS Current Accou		Cleaning Toilets	Bubble n Shine	Z	1,330.00		1,330.00
							Subtotal for Code: Public Conveniences		£2,660.00		£2,660.00

Code Number 124 Equipment and materials

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
302	05/08/2026	B34666		RBS Current Accou		Outdoor equipment	Russells Ltd	S	20.63	4.13	24.76
302	05/08/2026	B34666		RBS Current Accou		Outdoor equipment	Russells Ltd	Z	34.82		34.82
303	05/08/2026	B35676		RBS Current Accou		Outdoor equipment	Russells Ltd	S	64.46	12.89	77.35
305	05/08/2026	4856603		RBS Current Accou		Outdoor Materials	William Twigg (Matlock) Ltd	S	95.52	19.10	114.62
306	05/08/2026	4856642		RBS Current Accou		Outdoor equipment	William Twigg (Matlock) Ltd	S	80.52	16.10	96.62
324	17/08/2026	4858627		RBS Current Accou		Outdoor equipment	William Twigg (Matlock) Ltd	S	44.98	9.00	53.98
354	25/08/2026	4859705		RBS Current Accou		Paint	William Twigg (Matlock) Ltd	S	93.66	18.73	112.39
357	26/08/2026	4859884		RBS Current Accou		Cement	William Twigg (Matlock) Ltd	S	14.76	2.95	17.71
365	27/08/2026	4860026		RBS Current Accou		Outdoor Materials	William Twigg (Matlock) Ltd	S	43.17	8.63	51.80
373	03/09/2026	4860932		RBS Current Accou		Outdoor equipment	William Twigg (Matlock) Ltd	S	60.15	12.03	72.18
374	03/09/2026	4860647		RBS Current Accou		Outdoor equipment	William Twigg (Matlock) Ltd	S	40.05	8.01	48.06
382	08/09/2026	4861283		RBS Current Accou		Outdoor equipment	William Twigg (Matlock) Ltd	S	36.14	7.23	43.37
402	15/09/2026	4861987		RBS Current Accou		Spray paint	William Twigg (Matlock) Ltd	S	62.06	12.41	74.47
405	16/09/2026	4862991		RBS Current Accou		Outdoor Materials	William Twigg (Matlock) Ltd	S	34.95	6.99	41.94
406	16/09/2026	135926		RBS Current Accou		Outdoor Materials	Wardmans (Matlock) Ltd	S	163.60	32.72	196.32
426	28/09/2026	204876		RBS Current Accou		Outdoor equipment	Salisbury & Wood Ltd	S	67.95	13.59	81.54
427	28/09/2026	4863983		RBS Current Accou		Outdoor equipment	William Twigg (Matlock) Ltd	S	6.27	1.25	7.52
428	28/09/2026	4863849		RBS Current Accou		Outdoor equipment	William Twigg (Matlock) Ltd	S	6.54	1.31	7.85
429	28/09/2026	4863805		RBS Current Accou		Outdoor equipment	William Twigg (Matlock) Ltd	S	53.67	10.73	64.40
429	28/09/2026	4863805		RBS Current Accou		Outdoor equipment	William Twigg (Matlock) Ltd	L	13.44	0.67	14.11

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Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
430	28/09/2026	4863697		RBS Current Accou		Outdoor equipment	William Twigg (Matlock) Ltd	S	7.92	1.58	9.50
434	30/09/2026	205026		RBS Current Accou		Outdoor equipment	Salisbury & Wood Ltd	S	32.30	6.46	38.76
							Subtotal for Code: Equipment and materials		£1,077.56	£206.51	£1,284.07

Code Number 135 Bus Shelter Maintenance

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
296	03/08/2026	INV-20703		RBS Current Accou		Bus Shelter Repair	Shelter Maintenance Ltd	S	728.00	145.60	873.60
							Subtotal for Code: Bus Shelter Maintenance		£728.00	£145.60	£873.60
							Subtotal for Cost Centre: OUTDOOR ACTIVITES COSTS		6,227.09	692.40	6,919.49

Cost Centre STAFF COSTS

Code Number 41 Salaries

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
340	28/08/2026			LLoyds		Salaries	Employee 2	Z	796.72		796.72
341	28/08/2026			LLoyds		Salaries	Employee 12	Z	1,410.65		1,410.65
342	28/08/2026			LLoyds		Salaries	Employee 17	Z	1,840.06		1,840.06
343	28/08/2026			LLoyds		Salaries	Employee 18	Z	1,470.18		1,470.18
344	28/08/2026			LLoyds		Salaries	Employee 20	Z	695.16		695.16
345	28/08/2026			LLoyds		Salaries	Employee 22	Z	1,910.82		1,910.82
346	28/08/2026			LLoyds		Salaries	Employee 301087	Z	127.97		127.97
347	28/08/2026			LLoyds		Salaries	Employee 301088	Z	244.94		244.94
348	28/08/2026			LLoyds		Salaries	Employee 301091	Z	2,507.61		2,507.61
349	28/08/2026			LLoyds		Salaries	Employee 301094	Z	871.19		871.19
350	28/08/2026			LLoyds		Salaries	Employee 301095	Z	1,927.75		1,927.75
410	25/09/2026			LLoyds		Salaries	Employee 2	Z	992.55		992.55
411	25/09/2026			LLoyds		Salaries	Employee 12	Z	1,687.20		1,687.20
412	25/09/2026			LLoyds		Salaries	Employee 17	Z	2,188.63		2,188.63
413	25/09/2026			LLoyds		Salaries	Employee 18	Z	1,738.61		1,738.61
414	25/09/2026			LLoyds		Salaries	Employee 20	Z	830.70		830.70
415	25/09/2026			LLoyds		Salaries	Employee 22	Z	2,286.95		2,286.95
416	25/09/2026			LLoyds		Salaries	Employee 301087	Z	87.00		87.00
417	25/09/2026			LLoyds		Salaries	Employee 301088	Z	52.68		52.68
418	25/09/2026			LLoyds		Salaries	Employee 301091	Z	3,016.75		3,016.75
419	25/09/2026			LLoyds		Salaries	Employee 301094	Z	1,063.09		1,063.09
420	25/09/2026			LLoyds		Salaries	Employee 301095	Z	2,265.49		2,265.49
							Subtotal for Code: Salaries		£30,012.70		£30,012.70

Code Number 42 Taxes & National Insurance EE & ER

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
370	25/08/2026			LLoyds		Taxes and NI	HMRC	Z	4,459.74		4,459.74
439	24/09/2026			LLoyds		Taxes and NI	HMRC	Z	4,519.14		4,519.14
							Subtotal for Code: Taxes & National Insurance EE		£8,978.88		£8,978.88

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Code Number 43 Employer's Pension Contribution

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Supplier	Vat Type	Net	Vat	Total
334	17/08/2026			LLoyds		Pensions	Derbyshire CC Pension	Z	3,932.01		3,932.01
409	17/09/2026			LLoyds		Pensions	Derbyshire CC Pension	Z	3,945.40		3,945.40
							Subtotal for Code: Employer's Pension Contributio		£7,877.41		£7,877.41
							Subtotal for Cost Centre: STAFF COSTS		46,868.99		46,868.99
							TOTALS		**£61,041.89**	**£1,569.83**	**£62,611.72**

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Cost Centre ADMINISTRATION RECEIPTS

Code Number 4 Bank Interest & Shares

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
239	28/08/2026			RBS Savings Acco		Bank Interest	RBS	Z	14.75		14.75
279	15/09/2026			RBS Current Accou		share dividend	Lloyds Banking Group	Z	8.50		8.50
288	21/09/2026			RBS Current Accou		share dividend	Shell PLC	Z	43.38		43.38
289	22/09/2026			RBS Current Accou		share dividend	Centrica	Z	6.48		6.48
295	30/09/2026			RBS Savings Acco		Bank Interest	RBS	Z	17.39		17.39
296	30/09/2026			Unity Savings Acco		Bank Interest	Unity Trust Bank	Z	1,546.46		1,546.46
							Subtotal for Code: Bank Interest & Shares		£1,636.96		£1,636.96
							Subtotal for Cost Centre: ADMINISTRATION RECEIPTS		1,636.96		1,636.96

Cost Centre COMMUNITY RECEIPTS

Code Number 2 Imperial Rooms Sales

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
206	03/08/2026	2026-2027/202		RBS Current Accou		Room Hire	Chatsworth Players	Z	114.00		114.00
207	04/08/2026	2026-2027/199		RBS Current Accou		Room Hire	Buckinghamshire Council - Family Tim	Z	24.00		24.00
207	04/08/2026	2026-2027/199		RBS Current Accou		Room Hire	Buckinghamshire Council - Family Tim	Z	24.00		24.00
207	04/08/2026	2026-2027/199		RBS Current Accou		Room Hire	Buckinghamshire Council - Family Tim	Z	24.00		24.00
207	04/08/2026	2026-2027/199		RBS Current Accou		Room Hire	Buckinghamshire Council - Family Tim	Z	24.00		24.00
207	04/08/2026	2026-2027/199		RBS Current Accou		Room Hire	Buckinghamshire Council - Family Tim	Z	24.00		24.00
207	04/08/2026	2026-2027/199		RBS Current Accou		Room Hire	Buckinghamshire Council - Family Tim	Z	24.00		24.00
207	04/08/2026	2026-2027/199		RBS Current Accou		Room Hire	Buckinghamshire Council - Family Tim	Z	24.00		24.00
207	04/08/2026	2026-2027/199		RBS Current Accou		Room Hire	Buckinghamshire Council - Family Tim	Z	24.00		24.00
207	04/08/2026	2026-2027/199		RBS Current Accou		Room Hire	Buckinghamshire Council - Family Tim	Z	24.00		24.00
207	04/08/2026	2026-2027/199		RBS Current Accou		Room Hire	Buckinghamshire Council - Family Tim	Z	24.00		24.00
208	04/08/2026	2026-2027/202		Stripe		Room Hire	Abbie Claxton	Z	48.00		48.00
209	05/08/2026	2026-2027/202		Stripe		Room Hire	Lyndsey Stones	Z	160.00		160.00
210	05/08/2026	2026-2027/202		Stripe		Room Hire	Helen Rodgers	Z	120.00		120.00
211	06/08/2026	2026-2027/200		RBS Current Accou		Room Hire	Jobcentre Plus - DWP	Z	60.00		60.00
212	06/08/2026	2026-2027/203		Stripe		Room Hire	Richard Hancock	Z	114.00		114.00
213	06/08/2026	2026-2027/203		Stripe		Room Hire	Madelaine Osborne	Z	67.50		67.50
214	07/08/2026	2026-2027/201		RBS Current Accou		Room Hire	Lloyds Community Banker	Z	50.00		50.00
214	07/08/2026	2026-2027/201		RBS Current Accou		Room Hire	Lloyds Community Banker	Z	50.00		50.00
214	07/08/2026	2026-2027/201		RBS Current Accou		Room Hire	Lloyds Community Banker	Z	50.00		50.00
214	07/08/2026	2026-2027/201		RBS Current Accou		Room Hire	Lloyds Community Banker	Z	50.00		50.00
214	07/08/2026	2026-2027/201		RBS Current Accou		Room Hire	Lloyds Community Banker	Z	50.00		50.00
215	10/08/2026	2026-2027/201		RBS Current Accou		Room Hire	Tai-Chi Extended hours	Z	12.00		12.00
215	10/08/2026	2026-2027/201		RBS Current Accou		Room Hire	Tai-Chi Extended hours	Z	12.00		12.00
215	10/08/2026	2026-2027/201		RBS Current Accou		Room Hire	Tai-Chi Extended hours	Z	12.00		12.00

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216	10/08/2026	2026-2027/200	RBS Current Accou	Room Hire	Zumba	Z	24.00	24.00
216	10/08/2026	2026-2027/200	RBS Current Accou	Room Hire	Zumba	Z	24.00	24.00
216	10/08/2026	2026-2027/200	RBS Current Accou	Room Hire	Zumba	Z	24.00	24.00
216	10/08/2026	2026-2027/200	RBS Current Accou	Room Hire	Zumba	Z	24.00	24.00
217	13/08/2026	2026-2027/201	RBS Current Accou	Room Hire	Derbyshire County Council - Live Life	Z	80.00	80.00
217	13/08/2026	2026-2027/201	RBS Current Accou	Room Hire	Derbyshire County Council - Live Life	Z	80.00	80.00
217	13/08/2026	2026-2027/201	RBS Current Accou	Room Hire	Derbyshire County Council - Live Life	Z	80.00	80.00
217	13/08/2026	2026-2027/201	RBS Current Accou	Room Hire	Derbyshire County Council - Live Life	Z	80.00	80.00
217	13/08/2026	2026-2027/201	RBS Current Accou	Room Hire	Derbyshire County Council - Live Life	Z	80.00	80.00
218	13/08/2026	2026-2027/203	Stripe	Room Hire	High Tor Players	Z	144.00	144.00
219	13/08/2026	2026-2027/203	Stripe	Room Hire	High Tor Players	Z	66.00	66.00
220	14/08/2026	2026-2027/203	Stripe	Room Hire	Miasha Phelps-Haynes	Z	165.00	165.00
221	14/08/2026	2026-2027/203	Stripe	Room Hire	Philip Riden	Z	120.00	120.00
222	14/08/2026	2026-2027/195	RBS Current Accou	Room Hire	Storytelling Cafe	Z	70.00	70.00
223	14/08/2026	2026-2027/199	RBS Current Accou	Room Hire	Storytelling Cafe	Z	70.00	70.00
224	17/08/2026	2026-2027/196	RBS Current Accou	Room Hire	Derwent Valley Community Rail Partn	Z	60.00	60.00
225	17/08/2026	2026-2027/203	RBS Current Accou	Room Hire	Tai-Chi Extended hours	Z	12.00	12.00
225	17/08/2026	2026-2027/203	RBS Current Accou	Room Hire	Tai-Chi Extended hours	Z	12.00	12.00
225	17/08/2026	2026-2027/203	RBS Current Accou	Room Hire	Tai-Chi Extended hours	Z	12.00	12.00
227	19/08/2026	2025-2026/128	RBS Current Accou	Room Hire	Cheerleading	Z	50.00	50.00
228	20/08/2026	2026-2027/201	RBS Current Accou	Room Hire	Platform Housing Limited	Z	48.00	48.00
228	20/08/2026	2026-2027/201	RBS Current Accou	Room Hire	Platform Housing Limited	Z	48.00	48.00
228	20/08/2026	2026-2027/201	RBS Current Accou	Room Hire	Platform Housing Limited	Z	48.00	48.00
228	20/08/2026	2026-2027/201	RBS Current Accou	Room Hire	Platform Housing Limited	Z	48.00	48.00
228	20/08/2026	2026-2027/201	RBS Current Accou	Room Hire	Platform Housing Limited	Z	48.00	48.00
229	24/08/2026	2026-2027/204	RBS Current Accou	Room Hire	Monday Pilates	Z	24.00	24.00
229	24/08/2026	2026-2027/204	RBS Current Accou	Room Hire	Monday Pilates	Z	24.00	24.00
229	24/08/2026	2026-2027/204	RBS Current Accou	Room Hire	Monday Pilates	Z	24.00	24.00
230	24/08/2026	2026-2027/204	RBS Current Accou	Room Hire	Matlock Community Choir	Z	30.00	30.00
230	24/08/2026	2026-2027/204	RBS Current Accou	Room Hire	Matlock Community Choir	Z	30.00	30.00
230	24/08/2026	2026-2027/204	RBS Current Accou	Room Hire	Matlock Community Choir	Z	30.00	30.00
230	24/08/2026	2026-2027/204	RBS Current Accou	Room Hire	Matlock Community Choir	Z	30.00	30.00
233	26/08/2026	2026-2027/204	RBS Current Accou	Room Hire	Pilates	Z	24.00	24.00
233	26/08/2026	2026-2027/204	RBS Current Accou	Room Hire	Pilates	Z	24.00	24.00
233	26/08/2026	2026-2027/204	RBS Current Accou	Room Hire	Pilates	Z	24.00	24.00
233	26/08/2026	2026-2027/204	RBS Current Accou	Room Hire	Pilates	Z	24.00	24.00
235	27/08/2026	2026-2027/204	RBS Current Accou	Room Hire	Timberline Dance	Z	84.00	84.00
235	27/08/2026	2026-2027/204	RBS Current Accou	Room Hire	Timberline Dance	Z	84.00	84.00
235	27/08/2026	2026-2027/204	RBS Current Accou	Room Hire	Timberline Dance	Z	84.00	84.00
237	28/08/2026	2026-2027/203	RBS Current Accou	Room Hire	Buckinghamshire Council - Family Tim	Z	24.00	24.00

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(Between 01-08-2026 and 30-09-2026)

APPENDICES CORPORATE COMMITTEE 19.10.2026

237	28/08/2026	2026-2027/203	RBS Current Accou	Room Hire	Buckinghamshire Council - Family Tim	Z	24.00	24.00
237	28/08/2026	2026-2027/203	RBS Current Accou	Room Hire	Buckinghamshire Council - Family Tim	Z	24.00	24.00
238	01/09/2026	2026-2027/201	RBS Current Accou	Room Hire	Rethink Mental Health	Z	36.00	36.00
238	01/09/2026	2026-2027/201	RBS Current Accou	Room Hire	Rethink Mental Health	Z	36.00	36.00
238	01/09/2026	2026-2027/201	RBS Current Accou	Room Hire	Rethink Mental Health	Z	36.00	36.00
238	01/09/2026	2026-2027/201	RBS Current Accou	Room Hire	Rethink Mental Health	Z	36.00	36.00
238	01/09/2026	2026-2027/201	RBS Current Accou	Room Hire	Rethink Mental Health	Z	36.00	36.00
240	02/09/2026	2026-2027/201	RBS Current Accou	Room Hire	Lloyds Community Banker	Z	70.00	70.00
240	02/09/2026	2026-2027/201	RBS Current Accou	Room Hire	Lloyds Community Banker	Z	70.00	70.00
240	02/09/2026	2026-2027/201	RBS Current Accou	Room Hire	Lloyds Community Banker	Z	70.00	70.00
240	02/09/2026	2026-2027/201	RBS Current Accou	Room Hire	Lloyds Community Banker	Z	70.00	70.00
240	02/09/2026	2026-2027/201	RBS Current Accou	Room Hire	Lloyds Community Banker	Z	70.00	70.00
241	03/09/2026	2026-2027/194	RBS Current Accou	Room Hire	Derbyshire Community Health Service	Z	210.00	210.00
242	03/09/2026	2026-2027/205	Stripe	Room Hire	Lindsay Jackson	Z	152.00	152.00
243	07/09/2026	2026-2027/205	Stripe	Room Hire	Andrew Hartley	Z	40.00	40.00
244	08/09/2026	2026-2027/205	Stripe	Room Hire	High Tor Players	Z	240.00	240.00
245	08/09/2026	2026-2027/205	Stripe	Room Hire	High Tor Players	Z	96.00	96.00
246	08/09/2026	2026-2027/205	Stripe	Room Hire	High Tor Players	Z	96.00	96.00
247	08/09/2026	2026-2027/205	Stripe	Room Hire	High Tor Players	Z	96.00	96.00
248	08/09/2026	2026-2027/205	Stripe	Room Hire	High Tor Players	Z	144.00	144.00
249	08/09/2026	2026-2027/206	Stripe	Room Hire	High Tor Players	Z	96.00	96.00
251	10/09/2026	2026-2027/195	RBS Current Accou	Room Hire	Christian Coffee	Z	60.00	60.00
252	10/09/2026	2026-2027/195	RBS Current Accou	Room Hire	Salsa Club	Z	108.00	108.00
253	10/09/2026	2026-2027/195	RBS Current Accou	Room Hire	Hard of Hearing	Z	50.00	50.00
254	10/09/2026	2026-2027/196	RBS Current Accou	Room Hire	Hard of Hearing	Z	50.00	50.00
255	10/09/2026	2026-2027/198	RBS Current Accou	Room Hire	Salsa Club	Z	108.00	108.00
256	10/09/2026	2026-2027/199	RBS Current Accou	Room Hire	Christian Coffee	Z	60.00	60.00
257	10/09/2026	2026-2027/196	RBS Current Accou	Room Hire	Hard of Hearing	Z	50.00	50.00
258	10/09/2026	2026-2027/202	RBS Current Accou	Room Hire	Christian Coffee	Z	84.00	84.00
260	10/09/2026	2026-2027/205	RBS Current Accou	Room Hire	Christian Coffee	Z	60.00	60.00
261	10/09/2026	2026-2027/206	Stripe	Room Hire	Kim Hopkinson	Z	225.00	225.00
261	10/09/2026	2026-2027/206	Stripe	Room Hire	Kim Hopkinson	Z		
262	10/09/2026	2026-2027/192	RBS Current Accou	Room Hire	Stamps	Z	40.00	40.00
263	10/09/2026	2026-2027/195	RBS Current Accou	Room Hire	Stamps	Z	40.00	40.00
264	10/09/2026	2025-2026/176	RBS Current Accou	Room Hire	Hard of Hearing	Z	45.00	45.00
265	10/09/2026	2026-2027/182	RBS Current Accou	Room Hire	Hard of Hearing	Z	50.00	50.00
266	10/09/2026	2026-2027/199	RBS Current Accou	Room Hire	Stamps	Z	40.00	40.00
268	10/09/2026	2026-2027/191	RBS Current Accou	Room Hire	Tai-Chi (AM)	Z	126.00	126.00
268	10/09/2026	2026-2027/191	RBS Current Accou	Room Hire	Tai-Chi (AM)	Z	144.00	144.00
268	10/09/2026	2026-2027/191	RBS Current Accou	Room Hire	Tai-Chi (AM)	Z	144.00	144.00

Matlock Town Council

Listing of Receipts in each Code for All Cost Centres

(Between 01-08-2026 and 30-09-2026)

APPENDICES CORPORATE COMMITTEE 19.10.2026

270	10/09/2026	2026-2027/202	RBS Current Accou	Room Hire	Stamps	Z	40.00	40.00
272	10/09/2026	2026-2027/198	RBS Current Accou	Room Hire	Matlock Needlecraft Group	Z	120.00	120.00
272	10/09/2026	2026-2027/198	RBS Current Accou	Room Hire	Matlock Needlecraft Group	Z	200.00	200.00
272	10/09/2026	2026-2027/198	RBS Current Accou	Room Hire	Matlock Needlecraft Group	Z	160.00	160.00
274	11/09/2026	2026-2027/206	Stripe	Room Hire	Midge Dobbs	Z	90.00	90.00
275	11/09/2026	2026-2027/206	Stripe	Room Hire	sally rose	Z	60.00	60.00
276	14/09/2026	2026-2027/199	RBS Current Accou	Room Hire	Card Factory	Z	80.00	80.00
276	14/09/2026	2026-2027/199	RBS Current Accou	Room Hire	Card Factory	Z	60.00	60.00
277	14/09/2026	2026-2027/204	RBS Current Accou	Room Hire	Storytelling Cafe	Z	70.00	70.00
278	14/09/2026	2026-2027/194	RBS Current Accou	Room Hire	Chatsworth Players	Z	171.00	171.00
278	14/09/2026	2026-2027/194	RBS Current Accou	Room Hire	Chatsworth Players	Z	171.00	171.00
278	14/09/2026	2026-2027/194	RBS Current Accou	Room Hire	Chatsworth Players	Z	171.00	171.00
280	15/09/2026	2026-2027/207	Stripe	Room Hire	Brian Williamson	Z	76.00	76.00
281	18/09/2026	2026-2027/206	RBS Current Accou	Room Hire	Camera Club	Z	50.00	50.00
282	21/09/2026	2026-2027/207	RBS Current Accou	Room Hire	Matlock Tuneless Choir	Z	60.00	60.00
282	21/09/2026	2026-2027/207	RBS Current Accou	Room Hire	Matlock Tuneless Choir	Z	60.00	60.00
282	21/09/2026	2026-2027/207	RBS Current Accou	Room Hire	Matlock Tuneless Choir	Z	60.00	60.00
282	21/09/2026	2026-2027/207	RBS Current Accou	Room Hire	Matlock Tuneless Choir	Z	60.00	60.00
283	21/09/2026	2026-2027/206	RBS Current Accou	Room Hire	Zumba	Z	24.00	24.00
283	21/09/2026	2026-2027/206	RBS Current Accou	Room Hire	Zumba	Z	24.00	24.00
283	21/09/2026	2026-2027/206	RBS Current Accou	Room Hire	Zumba	Z	24.00	24.00
284	21/09/2026	2026-2027/204	RBS Current Accou	Room Hire	Platform Housing Limited	Z	48.00	48.00
284	21/09/2026	2026-2027/204	RBS Current Accou	Room Hire	Platform Housing Limited	Z	48.00	48.00
284	21/09/2026	2026-2027/204	RBS Current Accou	Room Hire	Platform Housing Limited	Z	48.00	48.00
284	21/09/2026	2026-2027/204	RBS Current Accou	Room Hire	Platform Housing Limited	Z	48.00	48.00
285	22/09/2026	2026-2027/207	RBS Current Accou	Room Hire	Matlock Community Choir	Z	30.00	30.00
285	22/09/2026	2026-2027/207	RBS Current Accou	Room Hire	Matlock Community Choir	Z	30.00	30.00
285	22/09/2026	2026-2027/207	RBS Current Accou	Room Hire	Matlock Community Choir	Z	30.00	30.00
285	22/09/2026	2026-2027/207	RBS Current Accou	Room Hire	Matlock Community Choir	Z	30.00	30.00
285	22/09/2026	2026-2027/207	RBS Current Accou	Room Hire	Matlock Community Choir	Z	30.00	30.00
286	24/09/2026	2026-2027/194	RBS Current Accou	Room Hire	Ukraine Drop In	Z	152.00	152.00
287	24/09/2026	2026-2027/204	RBS Current Accou	Room Hire	Derbyshire County Council - Live Life	Z	80.00	80.00
287	24/09/2026	2026-2027/204	RBS Current Accou	Room Hire	Derbyshire County Council - Live Life	Z	80.00	80.00
287	24/09/2026	2026-2027/204	RBS Current Accou	Room Hire	Derbyshire County Council - Live Life	Z	80.00	80.00
287	24/09/2026	2026-2027/204	RBS Current Accou	Room Hire	Derbyshire County Council - Live Life	Z	80.00	80.00
290	28/09/2026	2026-2027/204	RBS Current Accou	Room Hire	Rethink Mental Health	Z	36.00	36.00
291	28/09/2026	2026-2027/194	RBS Current Accou	Room Hire	Derbyshire Recovery and Peer Suppo	Z	190.00	190.00
292	28/09/2026	2026-2027/208	Stripe	Room Hire	White Light Events	Z	456.00	456.00
292	28/09/2026	2026-2027/208	Stripe	Room Hire	White Light Events	Z	360.00	360.00
294	29/09/2026	2026-2027/207	RBS Current Accou	Room Hire	Zumba	Z	24.00	24.00

Matlock Town Council

Listing of Receipts in each Code for All Cost Centres

(Between 01-08-2026 and 30-09-2026)

APPENDICES CORPORATE COMMITTEE 19.10.2026

294	29/09/2026	2026-2027/207		RBS Current Accou		Room Hire	Zumba	Z	24.00	24.00
294	29/09/2026	2026-2027/207		RBS Current Accou		Room Hire	Zumba	Z	24.00	24.00
294	29/09/2026	2026-2027/207		RBS Current Accou		Room Hire	Zumba	Z	24.00	24.00
297	29/09/2026	2026-2027/207		RBS Current Accou		Room Hire	Storytelling Cafe	Z	70.00	70.00
							Subtotal for Code:	Imperial Rooms Sales	£10,351.50	£10,351.50
							Subtotal for Cost Centre:	COMMUNITY RECEIPTS	10,351.50	10,351.50

Cost Centre EVENT RECEIPTS

Code Number 51 Other Event Receipts

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
267	10/09/2026	2026-2027/200		RBS Current Accou		Wreath - Remembrance Day	Rotary Club of Matlock	Z	28.50		28.50
271	10/09/2026	2026-2027/203		RBS Current Accou		Wreath - Remembrance Day	Fellowship of services	Z	28.50		28.50
							Subtotal for Code:	Other Event Receipts	£57.00		£57.00
							Subtotal for Cost Centre:	EVENT RECEIPTS	57.00		57.00

Cost Centre OUTDOOR ACTIVITES COSTS

Code Number 124 Equipment and materials

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
226	17/08/2026	2026-2027/199		RBS Current Accou		Flag poles	Maisey Osborne + Alex Summers	Z	80.00		80.00
							Subtotal for Code:	Equipment and materials	£80.00		£80.00
							Subtotal for Cost Centre:	OUTDOOR ACTIVITES COSTS	80.00		80.00

Cost Centre OUTDOOR ACTIVITIES RECEIPTS

Code Number 7 Allotment rents

Vchr.	Date	Invoice No	Minute	Bank	Payment Ref.	Description	Customer	Vat Type	Net	Vat	Total
202	03/08/2026	2026-2027/187		Stripe		Allotment Rent	The Frays (Plot 6a)	Z	50.00		50.00
231	26/08/2026	2026-2027/188		Stripe		Allotment Rent	S Bartlett (Plot 37a)	Z	30.00		30.00
232	26/08/2026	2026-2027/188		Stripe		Allotment Rent	S Barnes (Plot 6b)	Z	50.00		50.00
234	27/08/2026	2026-2027/186		RBS Current Accou		Allotment Rent	M Clayton (plot 38b)	Z	50.00		50.00
236	28/08/2026	2026-2027/185		RBS Current Accou		Allotment Rent	S Archer (Plot 27b)	Z	50.00		50.00
250	09/09/2026	2026-2027/185		RBS Current Accou		Allotment Rent	G Schmitt (Plot 22a)	Z	50.00		50.00
259	10/09/2026	2026-2027/190		RBS Current Accou		Allotment Rent	W K Mak (plot 24b)	Z	40.00		40.00
269	10/09/2026	2026-2027/185		RBS Current Accou		Allotment Rent	C Grocott (Plot 22a)	Z	50.00		50.00
273	10/09/2026	2026-2027/190		RBS Current Accou		Allotment Rent	R Clifford (plot 26b)	Z	40.00		40.00
							Subtotal for Code:	Allotment rents	£410.00		£410.00
							Subtotal for Cost Centre:	OUTDOOR ACTIVITIES RECEI	410.00		410.00

TOTALS £12,535.46 £12,535.46

Created by Scribe

APPENDICES CORPORATE COMMITTEE 19.10.2026

Invoice No	Date	Name	Status	Amount
1,287	16/05/2025	Cheerleading	PART PAID	£622.50
1,943	22/05/2026	U3A	OUTSTANDING	£114.00
2,041	21/08/2026	Civic Society	OUTSTANDING	£72.00
2,045	24/08/2026	Lloyds Community Banker	OUTSTANDING	£480.00
2,050	01/09/2026	Nicole Conroy	OUTSTANDING	£95.00
2,051	01/09/2026	Stamps	OUTSTANDING	£40.00
Total				£1,423.50

APPENDICES CORPORATE COMMITTEE 19.10.2026

09 October 2026 (2026-2027)

Matlock Town Council
Reserves Balance
2026-2027

Reserve	OpeningBalance	Transfers	Spend	Receipts	CurrentBalance
Capital					
General Reserves		105,000.00			105,000.00
Total Capital	**0.00**	**105,000.00**			**105,000.00**
Earmarked					
Imperial Rooms		3,000.00			3,000.00
Public Conveniences		1,000.00			1,000.00
Outdoor Work		1,000.00			1,000.00
Christmas Lights		5,000.00			5,000.00
Tree Maintenance		2,000.00			2,000.00
Elections		8,000.00			8,000.00
Imperial Rooms Energy Fund		2,600.00			2,600.00
Total Earmarked	**0.00**	**22,600.00**			**22,600.00**
TOTAL RESERVE		**127,600.00**			**127,600.00**
GENERAL FUND					257,207.83
TOTAL FUNDS					384,807.83

APPENDICES CORPORATE COMMITTEE 19.10.2026

8

BUDGET 2027-2028

PURPOSE OF REPORT

I have added my proposed budget for next year along with our current forecast and actuals so we can discuss what we think the precept should be. Also to gain approval on next year's price increase on room use.

BACKGROUND

Bringing the proposed budget allows for as many revisions as needed, the corporate committee will see it twice and full council once before the final full council meeting where we must make a decision.

SUMMARY

See reports.

RECOMMENDATION

We have a discussion about all lines of the budget to ensure we are happy with annual spend

RISK ASSESSMENT

N/A

LEGAL:

FINANCIAL:

ANTICIPATED SAVINGS:

ESTIMATED STAFF TIME:

OTHER CONSIDERATIONS

In preparing this report the relevance of the following factors has also been taken into consideration: Prevention of Crime and Disorder; equalities; environmental; climate change; health; human rights and personnel and property.

Dated: 09/10/2026

APPENDICES CORPORATE COMMITTEE 19.10.2026

	Actuals 25/26	Budget 26/27	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance	Proposed Budget 27/28	
Payments																		
Administration Costs																		
Audit Costs	£ 1,310.00	£ 1,500.00	£ 1,090.00	£ -	£ 189.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 1,279.00	£ 221.00	£ 1,500.00	
Subscriptions	£ 5,954.02	£ 10,000.00	£ 3,871.27	£ 97.49	£ 761.49	£ 247.49	£ 97.49	£ 97.49	£ -	£ -	£ -	£ 500.00	£ -	£ -	£ 5,672.72	£ 4,327.28	£ 8,000.00	
Insurance and Solicitors	£ 8,631.79	£ 10,000.00	£ 3,857.89	£ -	£ -		£ -	£ -	£ 833.00	£ 833.00	£ 833.00	£ 833.00	£ 833.00	£ 833.00	£ 8,855.89	£ 1,144.11	£ 10,000.00	
Bank Charges	£ 532.13	£ 750.00	£ 45.43	£ 64.07	£ 78.44	£ 63.27	£ 64.36	£ 77.03	£ 70.00	£ 70.00	£ 70.00	£ 70.00	£ 70.00	£ 70.00	£ 812.60	-£ 62.60	£ 400.00	
Office Expenses incl IT Contracts	£ 12,266.69	£ 15,000.00	£ 1,027.42	£ 920.93	£ 1,070.32	£ 549.11	£ 480.69	£ 594.30	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 5,000.00	£ 1,000.00	£ 1,000.00	£ 14,642.77	£ 357.23	£ 15,000.00	
Mayors Allowance	£ 1,151.18	£ 800.00	£ 400.00	£ 100.00	£ -	£ -	£ -	£ 14.82	£ -	£ -	£ -	£ -	£ -	£ -	£ 514.82	£ 285.18	£ 800.00	
Conferences and Training	£ 1,530.17	£ 3,500.00	£ -	£ 450.00	£ -	£ -	£ 570.10	£ 455.00	£ 1,000.00	£ -	£ -	£ -	£ -	£ -	£ 2,475.10	£ 1,024.90	£ 2,500.00	
Elections	£ -	£ 1,200.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 1,200.00	£ -	
Miscellaneous Expenses	£ 4.50	£ 200.00	£ -	£ -	-£ 2.70	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	-£ 2.70	£ 202.70	£ 100.00	
Publications and Publicity	£ 174.79	£ 200.00	£ -	£ -	£ -	£ 95.00	£ -	£ -	£ -	£ 100.00	£ -	£ -	£ -	£ -	£ 195.00	£ 5.00	£ 200.00	
Personal Protective Equipment	£ 816.03	£ 800.00	£ -	£ -	£ 184.00	-£ 26.45	£ -	£ -	£ 66.00	£ 66.00	£ 66.00	£ 66.00	£ 66.00	£ 66.00	£ 553.55	£ 246.45	£ 600.00	
Mayors Charity Expenses	£ -	£ 2,000.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 2,000.00	£ -	
HR Administration Fees	£ 3,131.00	£ 3,000.00	£ 88.00	£ 88.00	£ 88.00	£ 88.00	£ 388.00	£ 88.00	£ 88.00	£ 88.00	£ 88.00	£ 88.00	£ 88.00	£ 88.00	£ 1,356.00	£ 1,644.00	£ 1,500.00	
Event Costs																		
Rememberance and Poppy Appeal	£ 1,002.14	£ 500.00	£ -	£ -	£ -	£ -	£ 227.08	£ 21.00	£ 250.00		£ -	£ -	£ -	£ -	£ 498.08	£ 1.92	£ 500.00	*
Events Programme	£ 4,040.00	£ 4,500.00	£ 474.77	£ -	£ -	£ -	£ 1,230.00	£ 200.00	£ -	£ -	£ -	£ -	£ -	£ -	£ 1,904.77	£ 2,595.23	£ 4,500.00	*
Christmas Event Expenses	£ 2,880.71	£ 1,500.00	£ -	£ -	£ -	£ -	£ 361.13	£ -	£ -	£ 1,000.00	£ 500.00	£ -	£ -	£ -	£ 1,861.13	-£ 361.13	£ 1,500.00	*
Christmas Lights and Trees	£ 30,650.15	£ 25,000.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 5,500.00	£ 9,000.00	£ 10,000.00	£ -	£ -	£ 24,500.00	£ 500.00	£ 25,000.00	*
External Funding																		
Blend Youth Project	£ 7,499.00	£ 7,500.00	£ -	£ -	£ -	£ 4,957.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 4,957.00	£ 2,543.00	£ 1,000.00	
Operating Costs and Grants																		
Imperial Rooms Business Rates	£ -	£ 3,500.00	£ 80.00	£ 80.00	£ 80.00	£ 80.00	£ 80.00	£ 80.00	£ 80.00	£ 80.00	£ 80.00	£ 80.00	£ -	£ -	£ 800.00	£ 2,700.00	£ 800.00	
Imperial Rooms Maintenance	£ 4,608.15	£ 6,000.00	£ -	£ 788.85	£ 1,288.84	£ 95.75	£ 477.61	£ 862.93	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 6,513.98	-£ 513.98	£ 7,000.00	
Imperial Rooms Services	£ 2,718.94	£ 2,500.00	£ -	£ 90.00	£ 90.69	£ 15.00	£ 15.00	£ 135.00	£ 100.00	£ 100.00	£ 100.00	£ 100.00	£ 100.00	£ 100.00	£ 945.69	£ 1,554.31	£ 1,500.00	
Licenses	£ 2,685.34	£ 1,000.00	£ 118.83	£ 168.82	£ -	£ -	£ -	£ 20.00	£ -	£ -	£ -	£ -	£ 120.00	£ 120.00	£ 547.65	£ 452.35	£ 1,000.00	
Room Equipment	£ 441.36	£ 1,000.00	£ 12.49	£ -	£ 8.16	£ -	£ 108.10	£ -	£ 83.00	£ 83.00	£ 83.00	£ 83.00	£ 83.00	£ 83.00	£ 626.75	£ 373.25	£ 10,000.00	
Imperial Rooms Utilities	£ 13,684.62	£ 14,000.00	£ 1,590.94	£ 1,717.29	£ 2,276.14	£ 1,075.11	£ 383.14	£ 665.69	£ 700.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 13,408.31	£ 591.69	£ 11,000.00	
Electric for Xmas Lights	£ 2,382.64	£ 3,500.00	£ -	£ 4.93	£ 45.63	£ 61.87	£ 75.80	£ 76.05	£ -	£ 500.00	£ 1,000.00	£ 500.00	£ -	£ -	£ 2,264.28	£ 1,235.72	£ 2,500.00	
Outdoor Activities																		
Plants, Bulbs and Trees	£ 729.98	£ 1,200.00	£ -	£ 205.15	£ -	£ 49.12	£ 59.99	£ 73.85	£ 100.00	£ 100.00	£ 100.00	£ 100.00	£ 100.00	£ 100.00	£ 988.11	£ 211.89	£ 1,000.00	
Vehicle Costs	£ 6,996.57	£ 7,000.00	£ 1,677.60	£ 484.41	£ 393.02	£ 429.94	£ 457.35	£ 413.58	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 500.00	£ 6,855.90	£ 144.10	£ 7,000.00	
Allotments (Water and other expenses)	£ 1,241.22	£ 1,200.00	£ 30.11	£ -	£ 30.46	£ 11.08	£ 6.07	£ 750.69	£ 10.44	£ 30.00	£ 30.00	£ 30.00	£ 30.00	£ 30.00	£ 988.85	£ 211.15	£ 1,000.00	
Groundwork Five Counties	£ 12,000.00	£ 12,000.00	£ 3,000.00	£ -		£ 3,000.00	£ -	£ -	£ 3,000.00	£ -	£ 3,000.00	£ -	£ -	£ -	£ 12,000.00	£ -	£ 12,000.00	
Public Conveniences	£ 14,605.50	£ 15,000.00	£ 1,330.00	£ 1,330.00	£ -	£ 3,598.63	£ 1,330.00	£ 1,330.00	£ 1,300.00	£ 1,330.00	£ -	£ 1,330.00	£ 1,330.00	£ 1,330.00	£ 15,538.63	-£ 538.63	£ 17,000.00	
Miscellaneous Expenses	£ 11.14	£ 200.00	£ -	£ -	-£ 2.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	-£ 2.00	£ 202.00	£ 100.00	
Flags and Bunting	£ 447.96	£ 250.00	£ 108.24	£ -	£ 198.30	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 306.54	-£ 56.54	£ 1,000.00	
Equipment and Materials	£ 10,267.34	£ 12,000.00	£ 462.64	£ 628.66	£ 2,069.56	£ 432.68	£ 412.52	£ 585.04	£ 1,000.00	£ 1,000.00	£ -	£ 1,000.00	£ 1,000.00	£ 1,000.00	£ 9,591.10	£ 2,408.90	£ 12,000.00	
Electrical repairs and maintenance		£ -	£ 265.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 265.00	-£ 265.00	£ 500.00	
Grit Bins	£ 215.50	£ 500.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 100.00	£ 100.00	£ 100.00	£ -	£ -	£ 300.00	£ 200.00	£ 500.00	
Storage Space Rental	£ 240.00	£ 250.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 250.00	£ -	
Bus shelter maintenance	£ -	£ -	£ -	£ -	£ -	£ -	£ 728.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 728.00	-£ 728.00	£ 1,000.00	
Staff Costs																		
Salaries	£ 164,129.47	£ 200,000.00	£ 13,634.49	£ 14,020.14	£ 13,890.49	£ 13,495.76	£ 13,803.05	£ 16,209.65	£ 16,800.00	£ 16,800.00	£ 16,800.00	£ 16,800.00	£ 16,800.00	£ 16,800.00	£ 185,853.58	£ 14,146.42	£ 215,000.00	
Taxes and National Insurance EE and ER	£ 50,258.95	£ 60,000.00	£ 4,388.63	£ 4,437.36	£ 4,612.05	£ 4,501.84	£ 4,459.74	£ 4,519.14	£ 6,000.00	£ 4,500.00	£ 4,500.00	£ 4,500.00	£ 4,500.00	£ 4,500.00	£ 55,418.76	£ 4,581.24	£ 65,000.00	
Employer's Pension Contribution	£ 54,852.23	£ 52,000.00	£ 4,365.40	£ 7,831.28	£ 53.94	£ 3,929.74	£ 3,932.01	£ 3,945.40	£ 4,844.67	£ 4,000.00	£ 4,000.00	£ 4,000.00	£ 4,000.00	£ 4,000.00	£ 48,902.44	£ 3,097.56	£ 60,000.00	
Occupational Health	£ 105.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	
	£ 424,196.21	£ 481,050.00	£ 41,919.15	£ 33,507.38	£ 27,403.83	£ 36,749.94	£ 29,747.23	£ 31,214.66	£ 38,325.11	£ 39,280.00	£ 43,350.00	£ 47,180.00	£ 32,120.00	£ 32,120.00	**£ 432,917.30**	**£ 48,132.70**	£ 500,000.00	

	Budget 25/26	Apr	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	Variance	Proposed Budget 26/27
Receipts																
Administration Receipts																
Bank Interest and Shares	£ 3,500.00	£ 46.20	£ 69.69	£ 677.61	£ 48.78	£ 14.75	£ 1,622.21	£ 300.00	£ 300.00	£ 300.00	£ 300.00	£ 300.00	£ 300.00	£ 4,279.24	-£ 779.24	£ 4,500.00
Mayors Charity Income	£ 2,000.00	£ -	£ -	£ 244.57	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 244.57	£ 1,755.43	£ 2,000.00
Bank Error	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Community Receipts																
Imperial Room Sales	£ 50,000.00	£ 3,701.50	£ 3,298.00	£ 6,065.00	£ 4,081.00	£ 3,314.50	£ 7,037.00	£ 4,000.00	£ 4,000.00	£ 4,000.00	£ 4,000.00	£ 4,000.00	£ 4,000.00	£ 51,497.00	-£ 1,497.00	£ 50,000.00
Weddings and Receptions	£ 2,200.00	£ 1,451.00	£ -	£ 1,100.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 2,551.00	-£ 351.00	£ 2,500.00
Event Receipts																
Christmas Event	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -
Other Event Receipts	£ 100.00	£ -	£ -	£ -	£ -	£ -	£ 57.00	£ -	£ -	£ -	£ -	£ -	£ -	£ 57.00	£ 43.00	£ 100.00
Christmas Tree Purchase	£ 2,300.00	£ -	£ -	£ -	£ -	£ -	£ -	£ 1,000.00	£ 1,000.00	£ 300.00	£ -	£ -	£ -	£ 2,300.00	£ -	£ 2,500.00
Outdoor Activities																
Allotment Rents	£ 3,200.00	£ 1,445.00	£ 705.00	£ 580.00	£ 230.00	£ 230.00	£ 180.00	£ -	£ -	£ -	£ -	£ -	£ -	£ 3,370.00	-£ 170.00	£ 3,800.00
Public Conveniences	£ -	£ -	£ -	£ -	£ 50.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 50.00	-£ 50.00	£ -
Precept																
Precept	£ 395,432.00	£ 395,432.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 395,432.00	£ -	£ 395,432.00
		£ 402,075.70	£ 4,072.69	£ 8,667.18	£ 4,409.78	£ 3,559.25	£ 8,896.21	£ 5,300.00	£ 5,300.00	£ 4,600.00	£ 4,300.00	£ 4,300.00	£ 4,300.00	£ 459,780.81	-£ 1,048.81	£ 65,400.00

Proposed Precept	£ -

£ 434,600.00

APPENDICES CORPORATE COMMITTEE 19.10.2026

Suggested Schedule of charges 2027/2028

ROOM BOOKINGS - PER HOUR	General Price	Regulars Price
DERWENT HALL	£42	£26
RIBER ROOM	£33	£22
FOYER/MEETING ROOM	£18	£13
PARTY BOOKINGS - (6:00PM TO MIDNIGHT)		
DERWENT HALL & KITCHEN	£325	
RIBER ROOM & KITCHEN	£275	
WEDDINGS		
VENUE HIRE - ALL ROOMS (12 TO MIDNIGHT)	£1200	
CEREMONY ONLY - DERWENT HALL (2 HOURS)	£375	
CEREMONY ONLY - RIBER ROOM (2 HOURS)	£275	
ALLOTMENTS	**2027/2028**	
LARGE	£85	
MEDIUM	£55	
SMALL	£45	
STARTER	£35	
CHRISTMAS TREES		
ONE	£60	
TWO	£110	
Office services available on request, corporate rates available on request.		

APPENDICES CORPORATE COMMITTEE 19.10.2026

9

AUDIT FOLLOW UP PLAN UPDATE

Recommendations

The following recommendations are made to strengthen governance, financial management, transparency, and compliance within the Council:

1. The appointment of the Responsible Financial Officer (RFO) should be formally recorded in the minutes of a Council meeting to provide a clear audit trail and evidence of Council approval.

   Completed at Extraordinary meeting on 30.06.2026 minute number ***2587/26***

2. The Financial Regulations should be reviewed and amended to accurately reflect the operation of the RBS bank account, specifically noting the absence of dual authorisation arrangements.

   Completed at Annual Meeting of the Council on 18.05.2026 minute number ***AM17/26***

   However, at the extraordinary meeting of the Council 30.06.2026 it was agreed during a discussion on the Annual Governance Statement that we should ***'investigate tightening up with dual authorisation on all transactions'***
   Minute number ***2589/26***

   RFO recommends continuing keeping our savings in Unity as the interest rate is 1.95% instead of 0.95% in the RBS savings account. This requires dual authorisation for any money transfers (no everyday transactions occur through here). For the everyday transactions our monies would be transferred into Lloyds bank so dual authorisation is required on every payment.
   We would therefore have no need of the RBS accounts at all.
   The Financial Regulations would need to be updated again if that was agreed to reflect these changes.

   We earned over £1500 in interest from Unity for the 2nd quarter of the year

3. The Parish Council website should be updated to include the Register of Members' Interests. Alternatively, a clear and accessible link to the relevant District Council webpage should be provided.

   As of the date of the audit (10.05.2026) there were links to pecuniary interest forms on the DDDC website for 4 of 11 of the Councillors.
   This was rectified and all 11 Councillors now have a link to their page on the Derbyshire Dales website where the registers are published.
   New pecuniary interest forms have been sent to Derbyshire Dales to cover the Councillors who didn't have one.
   As time of writing (05.08.2026) 4 of these have not been uploaded despite being sent in over 2 weeks ago.

The Clerk has chased this again and it is now almost complete – Delays at DDDC end. Will bring back to next meeting with confirmation of completion

4. A formal Risk Assessment should be adopted by the Council and reviewed annually to ensure that key risks are identified, monitored, and managed effectively.

   The Financial Risk Assessment was brought to the Corporate Committee on 15.06.2026 and it was agreed that we '**accept the Risk management strategy and to add the Financial risk assessment 2026-2027 to be taken to next Full Council once changed'**

   The change that was asked for was the two sections below:

   Financial Management- *Failure to keep proper financial records*
   Financial Management*- Risk to third party as a consequence of providing a service*

   Have their impact level changed from 'medium' to 'high' which in turn makes the risk rating on them 'medium' instead of 'low'.

   These changes have been implemented and will be taken to next Full Council meeting (20.07.2026) for approval. This will be reviewed annually by the RFO & the Clerk and in turn by the Corporate Committee on 19.04.2027 and then each successive year at the Corporate Committee meeting directly after the end of the financial year.

   This was approved at Full Council on 20.07.2026 minute number ***2595/26***

   Item completed

5. The Council should review the current level of Fidelity Guarantee Insurance, presently £500,000, to ensure that cover remains adequate for the level of funds and assets held.

   Fidelity guarantee insurance, also known as **employee dishonesty insurance**, is designed to safeguard a company from losses resulting from fraudulent or dishonest acts committed by its employees. This type of insurance is particularly important for businesses that handle cash, securities, or other valuable assets, as it provides financial protection if an employee misappropriates company property.
   The Council has this insurance from Zurich (as part of our annual insurance and there is no breakdown of the cost of this part), but the internal auditor felt the level of cover we have here (£500,000) is far too much and if we reduce it the monthly premium would be reduced.
   If point 2 above is approved and the dual authorisation comes in to play the risk here would be around cash handling and assets.
   The Clerk has asked Zurich how much the cost would reduce if we had £100,000 of cover which is typical across Parish Councils of our size (electorate, turnover and number of staff).
   The quote is only £120 less each year from a total cost of £3857.

It was agreed at Corporate on 17.08.2026 to retain the value at £500,000

Completed

6. An Internal Control Policy should be considered, approved, and adopted by the Council to strengthen the governance framework and financial controls.

   An Internal Control policy was drafted by the Clerk and taken to the Corporate Committee on 17.08.2026 at which it was approved on minute number CC572/26

   Completed

7. A formal Reserves Policy should be developed and adopted to provide transparency and clarity regarding the purpose and level of both general and earmarked reserves.

   A formal Reserves Policy will be drafted by the Clerk and will be taken to the Corporate Committee meeting in December 2026

8. The employment records and contract documentation should be reviewed to ensure that all employee contracts are complete, current, and retained appropriately.

   Employment records and contract documentation for all staff except one is complete and stored in a secure filing cabinet that only the Clerk has access to.
   Castle Associates have rewritten our contract template to cover new legislation & changes in Pension contribution percentages.

   The missing contract will be issued to the member of staff in question by 31.10.2026 so it can be formally agreed at the Corporate Committee on 21.12.2026 that we are compliant for this point. The delay here is due to the new staff handbook needing to be approved at this meeting

9. The Council should review compliance with the Transparency Code requirements applicable to authorities with annual turnover exceeding £200,000 and ensure all mandatory information is published.

Requirement	Action taken
Expenditure over £500 published quarterly, with detailed information on each purchase.	First quarter published with a reminder set to publish every quarter after.

Procurement information published when value is greater than £5000.	Each of our SLA's (Blend & Groundworks) are published.
Local authority land and assets published.	Asset register complete, up to date & published on the website.
Staff structure organisation chart.	Published 23.07.2026.
Parking spaces published.	Actioned.
Standing Orders, Financial Regulations and Governance documents published.	Already compliant.

Item completed but unresolved – *Resolve tonight*

10. The appointment of the Internal Auditor and consideration of the auditor's Letter of Engagement should be formally considered and recorded in Council minutes.

    Letter of engagement received and will be brought before the next Full Council meeting for consideration as an agenda point.

11. The Website Accessibility Statement should be reviewed, updated where necessary, and displayed prominently on the Parish Council website to ensure compliance with accessibility requirements.

    The Clerk has requested Square Chilli, our website host, check the accessibility statement which has been completed and they have made some small suggestions. They have also offered to write a new accessibility statement at a cost of £2000. The Clerk has a template for a new one which once complete will be brought before the Corporate Committee and then published on the website. The Clerk recommends he complete the accessibility statement rather than pay the £2000.

    Yet to be completed – Will bring to Corporate 21.12.2026

12. Original bank statements should be reviewed and signed by two Councillors when presented alongside financial reports at Council or Corporate meetings, providing additional assurance and oversight.

    This was been implemented from the last Corporate Committee onwards

    Item completed but unresolved – Resolve tonight

13. Councillors should consider undertaking periodic internal governance and financial reviews throughout the year to strengthen monitoring arrangements and support effective decision-making.

A mini audit which could be done every 6 months, every quarter or at each Corporate meeting.

The Clerk recommends the quarterly option as doing it at every Corporate meeting would take up a chunk of time at the meeting. Each quarter, rather than having a meeting, the Chair of the Corporate Committee and the Mayor would be invited to the Imperial Rooms to view the documentation and to sign off that they have reviewed the finances. It is estimated that this process would take no more than a couple of hours each time.

Provisional dates:
October 23rd 2026
January 22nd 2027
April 23rd 2027

Invite (once confirmed 3 months or 6) and resolve tonight

14. Councillors may wish to consider obtaining view-only access to the Scribe accounting system, enabling greater transparency and facilitating oversight of financial records and transactions.

Scribe does not charge for read only viewers of our accounts system. The only issue is that it can only be accessed with matlock.gov.uk email addresses. Councillors can also use the Scribe academy to discover the workings of the software.

Conclusion:
The Internal Audit has found that the Council generally operates with sound financial procedures and governance arrangements. However, a number of areas have been identified where improvements would enhance compliance, transparency, accountability, and internal control. The recommendations contained within this report are intended to support the Council in strengthening its governance framework and ensuring continued adherence to statutory and regulatory requirements. Consideration and implementation of these recommendations will further demonstrate the Council's commitment to effective stewardship of public funds and good governance practices.

For each of the 14 points, when the Committee is happy they have been completed a resolution should be made to that effect.
Points 1,2,4,5 & 6 have already had this done.
Points 3,7,&11 will come to the next Corporate committee for resolutions
Point 10 will come to the next Full Council meeting for resolution
Points 8,9,12,13 & 14 are ready for a resolution.

Point	Resolution/Suggested	Meeting	Minute number
1	To officially appoint India Hosmer as RFO of Matlock Town Council	*Extraordinary meeting of the Council* 30.06.2026	**2587/26**

APPENDICES CORPORATE COMMITTEE 19.10.2026

2	To accept the review of the Financial regulations subject to internal auditor approval and to publish them on our website as soon as possible	*Annual meeting of the Council* 18.05.2026	**AM17**
3	To confirm compliance	Corporate 21.12.2026	TBC
4	To adopt the Financial Risk Assessment for 2026-2027	*Full Council* 20.07.2026	**2595/26**
5	To retain the level of Fidelity Guarantee Insurance at £500,000	*Corporate* 17.08.2026	**CC568/26**
6	Policy adopted	*Corporate* 17.08.2026	**CC572/26**
7	Reserves policy to come to next Corporate meeting for review and adoption	*Corporate* 21.12.2026	TBC
8	Once Staff Handbook is approved, contract will be issued	*Corporate* 19.10.2026	TBC
9	Confirmed Matlock Town Council is now fully compliant with the transparency code	*Corporate* 19.10.2026	**TBC**
10	Letter of engagement to be considered at next Full Council meeting	Full Council 16.11.2026	TBC
11	Website accessibility statement will come to next Corporate meeting	*Corporate* 21.12.2026	TBC
12	To confirm the Corporate Committee scrutinises bank statements at each meeting	*Corporate* 19.10.2026	TBC
13	For the Chair of the Corporate Committee & the Mayor to commit to a quarterly or 6 monthly review at the Imperial Rooms	*Corporate* 19.10.2026	TBC
14	To give the Chair of the Corporate Committee & the Mayor read only access to the Scribe software	*Corporate* 19.10.2026	TBC

10

LONE WORKING POLICY UPDATE

LONE WORKER POLICY

Matlock Town Council has adopted a Lone Worker policy to protect its staff when working alone to ensure they can do so safely. This includes staff who are based in the Imperial Rooms and those who work outside.
This document explains the Policy and the systems that have been established within the Organisation to make sure that the Policy is working.
Staff who wish to discuss lone working matters generally or have a particular concern should in the first instance consult the Town Clerk.

POLICY STATEMENT AND DECLARATION

The Members of Matlock Town Council here by give notice of their acceptance of responsibility as an employer to pursue a policy which ensures, so far as is reasonably practicable, the Health, Safety and Welfare of all its Employees who work alone, and declare their intention to meet the requirement of the Health and Safety at Work etc. Act 1974, The Management of Health and Safety at Work Regulations 1999 and all other relevant statutory provisions.

OBJECTIVES

Matlock Town Council's objectives in this respect are to:

1. Provide and maintain workplaces which are without risk to the Health and Safety of any Employee working alone;
2. Provide a working environment of a standard which will ensure the Health and Safety of its Employees when working alone;
3. Assess the Risks to the Health and Safety of Employees who work alone, record the significant findings of such assessments and make them available to Employees;
4. Instigate procedures for staff who work alone, to ensure their exposure to these risks are minimised;
5. Provide equipment, where required, to allow staff to work alone more safely;
6. Provide, where appropriate, equipment & tools which are safe to be used when working alone, or, if that is not possible, to institute procedures whereby staff who need to use the equipment can do so with a colleague;
7. Promote the instruction and training of employees in matters of Health and Safety when working alone, so as to enable them to recognise and avoid hazards at work;
8. Provide First Aid equipment, facilities and training, and to make such other emergency provisions as are necessary to ensure the Health and Safety of staff when working alone;
9. Give responsibility for making this Policy effective to the Corporate Committee;
10. Maintain arrangements with employees for joint consultation and participation in matters relating to their lone working;
11. To ensure there are always 2 members of staff at any event which ends beyond 11pm and has more than 20 guests such as weddings, receptions & parties (except children's parties). Where it is unclear if these rules are to be followed then the default position will be to have 2 staff on duty.

12. Staff who work beyond 11pm will be offered a prebooked taxi which will be arranged by officers in advance of the shift and paid for by Matlock Town Council.
13. A remote panic button that can be carried around with the member of staff, can be activated in an emergency and the alarm company will contact the police on the member of staff's behalf.

ORGANISATION AND RESPONSIBILITIES

1. The Town Clerk, on behalf of the Members of the Council, is to co-ordinate the implementation of the Lone Worker policy.
2. A central record will be maintained containing this policy, Approved Codes of Practice, Guidance Notes, Certificates, Risk Assessment Reports, Terms of Reference, Accident Reports and Investigations as are relevant.
3. All Employees are to take reasonable care of their own safety when working alone. Each Employee, therefore, will be responsible for:

    a. Making themselves familiar with this policy
    b. Adhering to procedures relating to Lone Working
    c. Reporting to the Town Clerk, or RFO, incidents which have led to, or may lead to injury.
    d. Reporting to the Town Clerk, or RFO, any instances when they have felt vulnerable, uncomfortable or unsafe when working alone, in order that procedures can be reviewed.

TRAINING

The Town Clerk is responsible for ensuring that all members of staff are given the appropriate information, instruction and training to enable the activities of the Council to be carried out safely.

RELATED POLICIES AND PROCEDURES

- Health and Safety Policy
- Accident Reporting
- First Aid
- Fire Procedure and Instructions
- Control of substances hazardous to Health (COSHH)
- Electricity at Work
- Management of Health and Safety at Work regulations
- The Workplace (Health, safety and Welfare regulations)
- Health and Safety (Display screen equipment) regulations
- Personal protective equipment at work regulations
- Manual handling operations regulations
- Provision and use of work equipment regulations
- Harassment and aggression

- Grievance procedure
- Disciplinary procedure
- Complaints procedure

11

STAFF HANDBOOK REVIEW

Changes made to the staff handbook

Page 12 – Compassionate & Emergency Leave policy

5 days of paid compassionate leave added as per resolution at last meeting

Page 17 – Disciplinary procedure

In the case of the RFO being disciplined: Town Clerk removed from process and replaced with Deputy Mayor or Corporate Chair

In the case of the Town Clerk being disciplined: RFO removed from the process and replaced with Corporate Committee member

Page 29 – Grievance policy

In the 'Informal stage' section where the grievance is against the RFO 'Town Clerk' has been replaced with 'Deputy Mayor'

In the subsequent two paragraphs 'Deputy Mayor' has been added as an alternative to 'RFO'

In the 'appeal' section the phrase 'staffing committee is replaced with 'Council' and the phrase 'There may be insufficient members of the staffing committee who have not previously been involved. If so, the appeal panel will be a committee of three Council members who may include members of the Corporate committee' has been removed all together as it's no longer relevant

Page 55 – Sexual Harassment policy

In the 'who is responsible for this policy' section the phrase 'Line managers have' is replaced with 'The Clerk has' day to day responsibility for this policy

APPENDICES CORPORATE COMMITTEE 19.10.2026

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ALLOTMENT PRICING STRUCTURE

PURPOSE OF REPORT

To give the committee options on how much to charge for allotments in 2028-2029

RECOMMENDATION

To maintain the same level of pricing from 2027-2028 into the following year due to the current cost of living crisis and our potential take over of Hurds Hollow allotments where we believe the annual costs for allotment rents are lower. The Clerk has enquired about this with the District Council but is yet to receive an answer.

BACKGROUND

Though 18 months away, a decision needs to be made as we give allotment holders 12 months notice of any price increases

All allotments have now been paid (total £3370) for the year 2026-2027

Prices for 2027-2028 have been notified to allotment holders as per their tenancy agreements (giving them a year's notice on price increases)

Plot size	2027-2028 price	A: Suggested pricing 2028-2029 (no increase)	B: Suggested pricing 2028-2029
Starter	£35	£35	£40
Small	£45	£45	£50
Medium	£55	£55	£60
Large	£85	£85	£100

Suggestion A would make us £3815 in 2028-2029 (assuming 100% collection)

Suggestion B would make us £4200 in 2028-2029 (assuming 100% collection)

Costs in 2025-2026 were approximately £1500 of which £800 was water.

OTHER CONSIDERATIONS

In preparing this report the relevance of the following factors has also been taken into consideration: Prevention of Crime and Disorder; equalities; environmental; climate change; health; human rights and personnel and property.

Dated: 07.10.2026

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AOB