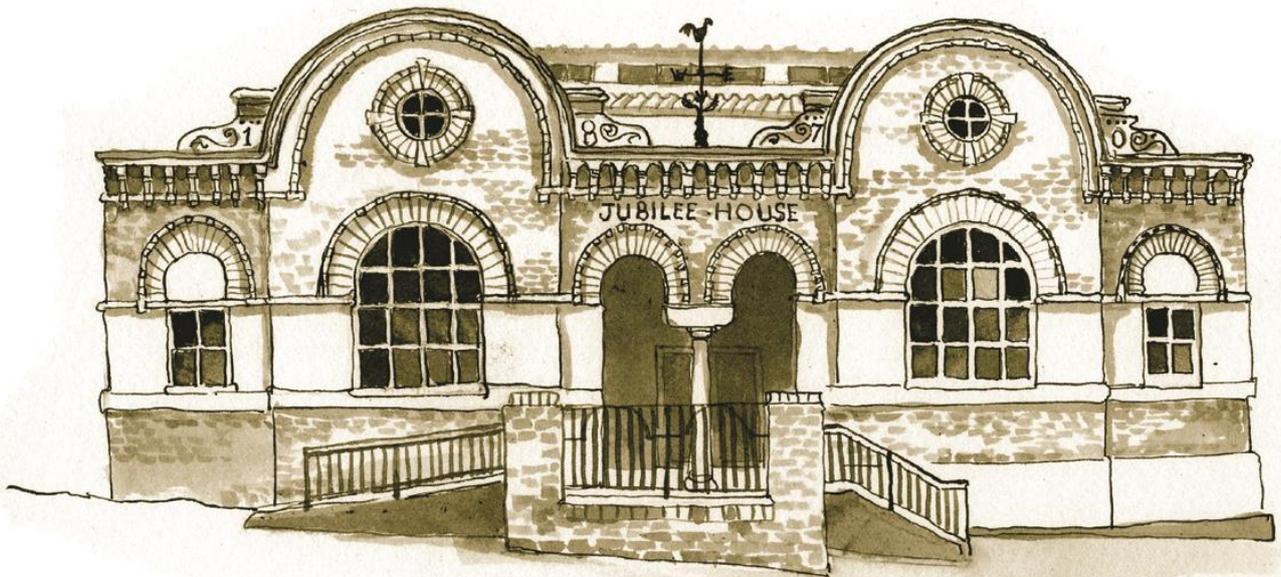


MADELEY TOWN COUNCIL



Annual Report 2017 – 2018



Contents

	Page
Members of Madeley Town Council	3
Reports	
Chair's report – Councillor Derek White	4
Finance & General Purpose Committee Report – Councillor Aaron England	6
Environment Committee Report – Councillor Peter Taylor	9
Leisure & Community Committee Report – Councillor Sue Taylor	12
Accounts 2017 – 2018	
Accounting Statement	14
Income & Expenditure Account	16
Consolidated Balance Sheet	17
Councillor Allowances & Expenses	18

Madeley Town Council 2017 – 2018



Chair of Council
Councillor
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(Lab) Woodside Ward
T: 01952 282237



Vice Chair of Council
Councillor
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(Lab)
Cuckoo Oak Ward
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Members

Councillor
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(Lab)
Woodside Ward
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Councillor
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(Lab)
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Councillor
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(Lab)
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Councillor
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Woodside Ward
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Councillor
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(Lab)
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Councillor
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Councillor
Gill Green
(Ind)
Madeley Ward
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Councillor
Steve Harrington
(Lab)
Madeley Ward
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Councillor
Janice Jones
(Lab)
Cuckoo Oak Ward
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Councillor
Alan Mackenzie
(Lab)
Cuckoo Oak Ward
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Councillor
Carrie Mackenzie
(Lab)
Woodside Ward
T: 07972 742051
Elected July 2017

Councillor
Marcus MacLean
(Con)
Cuckoo Oak Ward
T: 07514 913766

Councillor
Peter Taylor
(Lab)
Woodside Ward
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Councillor
Sue Taylor
(Lab)
Madeley Ward
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Councillor
Paul Watling
(Lab)
Madeley Ward
T: 01952 380256

Madeley Town Council Chairman's Annual Report 2017/18

The Anstice remains as a major focus for the Council and the Anstice Community Trust (ACT) continues to have strong public support. Regrettably, we heard in February that a second Heritage Lottery Fund bid had been unsuccessful. The Town council is now considering options for a locally funded project to bring the Anstice building back into use. The Town council has submitted a bid for grant funding from the Telford@50 Community Buildings and Facilities legacy fund, future plans will include the accommodation of the library service in the building.

The Anstice now opens regularly on Wednesdays to welcome visitors and to raise the profile of the building. Telford Lions have been very supportive, holding fundraising events and also providing a further highly successful prostate screening session where over 700 men were tested. Local businesses have also added their support, providing donations and assistance to improve the building.

ACT Trustees now have 54 volunteers to support them. A coffee bar has been set up in the ballroom to offer refreshments for events. A number of successful social events have been held in the ballroom as well as monthly craft fairs to generate funds towards the refurbishment costs.

Councillors continue to represent Madeley Town Council on a range of outside bodies. These include The Anstice Community Trust (ACT), CHEC, Ironbridge Gorge World Heritage Site, Madeley Living History Project and Madeley Community Orchard.

We welcomed Councillor Carrie Mackenzie who was elected to the Woodside seat in July 2017 and is already making a major contribution to the council.

The gardening service has now been extended to four days a week. 68 local residents benefit from this service and with no eligible residents currently on the waiting list to join the scheme.

The Council has carried out environmental improvements, installing speed indicator devices, power washing street furniture and has worked with the Community payback team to carry out footpath cleansing and scrub clearance. Road sweeping across the Town Council was completed recently. A further road sweep of all areas will take place early in 2019. Mobile Speed Indicator Devices have also been installed to help keep traffic speeds down.

The Christmas lights switch on and Green Day both went very well again this year. The Town Council has recently successfully revived the working lunches with the aim of bringing together people from a variety of groups and agencies who work in and for the local community.

Madeley History group continues to flourish and will be providing an exhibition of film, pictures and memorabilia of 'Old Madeley' on 19 May.

Terry Yarnall has taken over as Centre Manager at Sutton Hill Community Centre (Hub on the Hill) and has a number of exciting projects underway. The re-opened centre recently celebrated its 1st birthday on 28 April.

Kath Petty retired as Town Clerk at Christmas after nearly 20 years' service with the Town Council. Malcolm Morris retired in June after 19 years' service, Cllr Kevin Guy also left us. I would like to take this opportunity, on behalf of everyone at the Town Council, to thank Kath, Malcolm and Kevin for their excellent work and to wish them all well for the future. I would also like to welcome Phil Griffiths who has taken over as Town Clerk following Kath's retirement, Chris Hallam (Environment Officer) and Diane Malley (RFO) who have both joined the Council in the last year

Councillor Derek White
Chair of Council

Madeley Town Council

Finance & General Purposes Committee – Annual report 2017/18

Objectives

Assets – *to maintain high standards of service for all Council owned or managed assets and to provide facilities that are safe, well managed and welcoming.*

Budget & Finance – *to monitor & control the council's budget and to set a precept that balances the needs of the community against the community's ability to pay.*

Partnerships – *to play a protective role in regeneration projects that revitalises the area and are of benefit to local people.*

Introduction

In addition to managing the budgets and assets of the Town Council the Finance and General Purposes Committee is also responsible for working with key stakeholders in our area. It is responsible for the review of key policies, such as Standing Orders and Financial Regulations, risk management, systems and the effectiveness of the Council's internal audit.

The Committee met on 5 occasions (July, October, December, February and April) and the following report represents a small selection of the business conducted. Further details can be seen in the appropriate minutes.

Assets

Jubilee House

Jubilee House has continued to thrive, hosting many community activities as well as being home to the administration team for Madeley Town Council. 2017/18 has been another busy year generating income of £41,208, and continues to return a profit for the council year on year.

Anstice Memorial Hall

Madeley Town Council acquired the Anstice in March 2015 and it has continued to be successfully managed on an interim basis until transfer to the Anstice Community Trust (ACT) can be enacted. Volunteers of the Anstice Community Trust have continued to organise and host events with assistance by a Project Support Officer to great success. Funds raised by these events continues to be used for restoration work on site.

Amended Licence to Occupy:

Madeley Town Council resolved to treat the Anstice Building as non-business use, in which case the Town Council would not be able to receive any income from the building. The licence to occupy was amended by removing any references to the Anstice Community Trust making payments to the Town Council.

The budget for the Anstice had been exceeded during the year due to an overspend relating the cost of installing a new boiler and fire proofing the curtains.

The council was disappointed that the Stage One application to the Heritage Lottery Fund was rejected due to insufficient funds. It would be possible to reapply, but the new arrangements for bidding for a reduced pot of money available in the Heritage Lottery Fund meant that there would be further delays and the bid would be unlikely to be successful. As a result it was resolved to look for other ways to achieve the refurbishment of the Anstice Memorial Hall.

War Memorial

Following concerns and comments made by members of the public and attending Councillors at the Remembrance service relating to puddles forming during excessive heavy rainfall, the Environment Officer inspected the drain for the tarmac area at the foot of the steps up to the War Memorial and found that it is functioning well under normal conditions.

Allotments

Madeley Town Council manages two allotment sites that contain 63 plots at Sutton Hill (52) and West View (11)

Sutton Hill Allotments are managed by an enthusiastic volunteer Association with Madeley Town Council support. A seasonal newsletter is produced for members and there is an annual Open Day. This year's Open Day was held on 19th August. Due to the popularity of the allotments, there continues to be a waiting list for both sites –the annual agreement renewal date is November

Budget & Finance

Finance

Madeley Town Council commenced the 2017/18 financial year with net assets of £260,241 of which £129,370 was earmarked reserves or restricted funds

The prudent management of financial and other resources saw the year ending within budget and with all our assets well maintained for the benefit of the community.

The External Audit was completed, for year end 31 March 2017, and once again the external auditor's Certificate opinion was given stating that the Accounting and Governance Statements were in accordance with proper practices and that there were no matters giving cause for concern.

A contract has been agreed with Telford & Wrekin Council, Audit, to provide independent Internal Audit services until 2018

During the year a full review of the Councils Financial Procedures, Standing Orders and Risk Management and risk register was undertaken by the Committee.

Budget 2017/18

The Council set itself a budget of £611,440 for the 2017/18 financial year , comprising of a precept of £495,675 + Local Council Tax Support grant £44,570, an increase of 32.25% on 2016/17 (average Council Tax £121.65 pa).

It should be noted that no further increase has been agreed for 2018/19 (average Council Tax £121.65 pa). Budgetary figures for 2018/19 are approved and that the cost per Band D property is maintained at the current level of £121.65 and thus a Precept Order in the amount of £494,239 to account for significant liabilities that will arise from the adoption of

local Devolved Services from Telford & Wrekin Council, financial support for the Anstice Memorial Hall, and a further reduction in Local Council Tax Support grant.

Financial Services

The Financial Officer continued to provide Payroll, Accountancy and Audit services for several small local community groups. These included Madeley Community Orchard Group, The Friendly Retirement Group and Families in Telford for which a small charge is levied to offset costs.

Partnerships & Regeneration

Madeley Town Council takes a management role in Madeley Parish Environmental Team and during the year was an active partner in the South Telford Rights of Way Partnership (STROWP), Madeley Community Orchard and Madeley Pitmounds LNR (Steering Group). At a special Madeley Regeneration Partnership meeting on 21st November 2017 the decision was made to wind up the Partnership and to transfer all the remaining money to the Town Council as the nominated accountable body identified in the grant agreement with Telford & Wrekin Council.

To conclude, the Council has continued to work to consolidate and bring to completion many of its plans and has budgeted well in challenging times to enable this to happen. The financial impact on our residents is consolidated this year to minimise the impact on residents in the town.

Councillor AA England
Chair of Finance & General Purposes Committee

Madeley Town Council

Environment Committee – Annual report 2017/18

Aims and Objectives

Area of Interest: E1 Public Realm

Strategic Aim To work in partnership with the Local Authority to identify and implement environmental improvements

Area of Interest: E2 Open Spaces

Strategic Aim To seek involvement and influence in the management and improvement of recreational and public open spaces.

Area of Interest: E3 Planning and Conservation

Strategic Aim To work with partners to promote, improve and protect the heritage of Madeley civic parish in general and the World Heritage Site in particular.

Introduction

The Committee has met on five occasions and the following report represents a small selection of the business conducted.

Environment Officer

A new full time Environment Officer, Chris Hallam joined the staff of Madeley Town Council in September 2017. Since then his work has been concentrated on the work of the PET team and environmental projects within the parish.

Madeley Parish Environmental Team

Project partnership with Telford & Wrekin Council (complemented by the Estate Teams on Sutton Hill and Woodside), has had a great impact on our local environment – both through regular and responsive maintenance and projects. Regular liaison meetings are held with Telford & Wrekin Council.

It was agreed to extend the apprenticeship of the Parish Environmental Team Apprentice by 18 months and to support him through level 3 training in Horticulture. This started in November 2017 and is going well. The additional cost of training is covered by money saved by only employing one apprentice.

Pressure washer equipment has been purchased and is being used to clean signs, litter bins, paved areas, benches and bus stops within the parish.

The balance of the Projects fund has been used to pay for the re-seeding of the wildflower bed by the Miner's Arms.

The Committee agreed to fund road sweeping of residential roads, the creation of a wildflower bed in St Michael's Churchyard and to replace any benches within the parish found to be in a poor condition.

Speed indicator devices

The Parish Environment Team continues to move the speed indicator devices around the twelve locations and download the data which is shared with the police.

Hanging Baskets

The issue of hanging baskets to local businesses at a small cost is continuing. The service provided by a Derbyshire based company in 2017 was unsatisfactory so quotations from local companies have been considered and a new contract awarded. 42 hanging baskets have been ordered for 2018 with some new customers asking for baskets.

Local Nature Reserves

The Madeley Pitmounds have already been declared as a local nature reserve. Delivery of the second year of the LNR management plan is to be agreed at the next meeting of the Management group. Purchase of waymarker discs with a QR code link to the Pitmounds LNR information leaflet for the Madeley Pitmounds has been agreed.

Local Nature reserve status for Rough Park is now progressing through the formal process, with Natural England prior to a final legal declaration.

Rough Park Way

Ward Borough Cllr Guy and Cllr Evans are seeking Pride in your Community funding for the repairs required to the bridleway.

A litter pick with local schoolchildren that had to be postponed due to the snowy weather will be rescheduled for warmer weather.

Madeley Community Orchard

The Orchard is continuing to be run by a small community group with support from Madeley Town Council officers.

Planning and Conservation

Madeley Town Council continues to examine and respond to planning applications. We are now part of a Pre-Application Consultation Scheme with Telford & Wrekin Council.

Planning Enforcement includes investigation of Untidy Land reports and is a means of ensuring that your neighbourhood is better cared for.

The Future?

Madeley Town Council, in partnership with other Town & Parish Councils and Telford & Wrekin Council needs to continue to pursue environmental considerations at all times in the future.

Conclusion

The work of Officers is essential to the achievement of desired objectives and, in this respect all the Staff of the Town Council has been admirable in their energy and enthusiasm, skills and support.

Councillor P Taylor
Chair, Environment Committee

Madeley Town Council

Leisure & Community Committee – Annual report 2017/18

Objectives

Community Events - *to organise a series of agreed public events throughout the year and to support other organisations and groups with the realisation of their own community events*

Community Development - *to provide grant assistance to support activities that help groups to address their own needs, and to support or initiate projects that provide services for the elderly and young people in particular*

Introduction

The Committee met on five occasions (May, September, November, January and March) and the following report represents a small selection of the business conducted. Further details can be seen in the appropriate minutes.

Community Events

Christmas Lights – This event was again held on a Saturday afternoon with a later start this year being held outside in Madeley Centre and inside at Anstice Hall. The parade led by Santa in his sleigh was reintroduced this year with local schools being involved making lanterns to carry in the parade. The event was very successful attracting lots of people. This was a joint event with the Anstice Community trust and this will continue for 2018.

Financial support for Christmas events in Sutton Hill and Woodside continued in 2017.

The annual Madeley Craft and Food Market took place in June 2017 & a charity market was held in July 2017.

Madeley Green Day took place in September 2017; this was again very well attended having a range of activities for all ages.

Fundraising for the redevelopment of the Anstice Hall has continued however we were disappointed that our Heritage Lottery application was unsuccessful. The Anstice is celebrating its 150th Anniversary in 2018, it is hoped that a souvenir booklet will be produced to mark the event.

Wrekin Local Studies Forum submitted bids for Telford@50 grants for Telford-wide History Walks in 2018 (to be led by local groups including STROWP) and for a Community History Day at The Place on 15 September 2018. The bid for walks was unsuccessful however the Telford@50 grant was awarded for the Community History Day.

Community Development

The gardening scheme continued in 2017, with two gardeners working three days a week from mid-March until the end of October. They have continued to be a great team cutting grass for eligible local residents. As this scheme continues to flourish it has been agreed for 2018 to extend the scheme to four days a week with our existing gardeners.

The Madeley History Group continues to flourish. Digitised photographs of Madeley have now been uploaded on to a dedicated website www.focusonmadeley.org.uk which has a link from the Madeley Town Council website. Grant Foden has worked with Shropshire Archives to set this up. A slide show of photographs of pre-new Town Madeley also prepared by Grant Foden shown at the Living History Group AGM in December 2016 was shown at the All Electors Meeting in May 2017. My thanks to Grant Foden for all his hard work. The Living History Group is doing a Madeley History Show on 19th May 2018 2-4pm.

The Integrated Community Management Project providing an additional Police Community Support Officer (PCSO) for the Madeley is continuing however this scheme has not worked as well as we would have liked due to changes in the PCSO's.

Bi-monthly working lunches have now been re-introduced with the first one being held in March 2018. The first meeting was very successful and several additional people have asked to attend the next meeting in May 2018.

Grants

Grants and Donations, in cash and in kind, to a value of over £6000 were awarded in 2017-18. Recipients were community groups, charities, and agencies working for the benefit of local residents providing tools for garden equipment and art materials, training of volunteers, subsidising outings and supporting community events.

Grant funding towards the cost of organised Christmas Activities planned by local community groups that provide cultural, social and recreational activities for the elderly began in 2005. This year £4,000 was allocated to support these activities; over £3980 was awarded benefiting 19 groups.

Conclusion

The Leisure and Community Committee needs to be responsive to the needs of the local community and work closely with public agencies to provide required services and facilities. Councillors recognised that demands on finance were changing due to the reduction in the financial support we are receiving from Telford & Wrekin Council— there was particular emphasis on the need to support the needs of the people resident in the Madeley Town Council area. The work of Officers is essential to the achievement of desired objectives and, in this respect all the Staff of the Town Council has been admirable in their energy and enthusiasm, skills and support.

Councillor Sue Taylor
Chair, Leisure & Community Committee

ACCOUNTING STATEMENT for MADELEY TOWN COUNCIL

Box		Year ending		Notes and Guidance
		31 March 2017 £	31 March 2018 £	
				All figures must agree with underlying records
1	Balances brought forward	357,069	260,241	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year
2	(+) Annual precept	358,240	495,675	Total amount of precept received in the year (Excluding any grants received)
3	(+) Total other receipts	188,521	247,326	Total income as recorded in the cashbook less the precept received. Includes any grants received
4	(-) Staff Costs	225,361	237,093	Total expenditure made to and on behalf of all employees. Includes salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses
5	(-) Loan interest/capital repayments	Nil	Nil	Total expenditure of capital and interest made during the year on borrowings
6	(-) All other payments	418,229	236,018	Total expenditure as recorded in the cashbook less staff costs and loan interest/capital repayments
7	(=) Balances carried forward	260,241	530,131	Total balances and reserves at the end of the year. Must equal (1+2+3) – (4+5+6)
8	Total value of cash and short term investments	289,748	529,015	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – to agree with bank reconciliation
9	Total fixed assets plus long term investments and assets	333,292	357,373	The value of all property the authority owns. It is made up of fixed assets and long term investments
10	Total borrowings	Nil	Nil	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB)
11	Trust funds (including charitable) disclosure note	n/a	n/a	The council acts as sole trustee for and is responsible for managing trust funds or assets

	I certify that for the year ended 31 March 2018 the accounting statements in this annual return present fairly the financial position of this smaller authority and its income and expenditure for	I confirm that these accounting statements were approved by this smaller authority and recorded as minute reference	
	Responsible Finance Officer	DJ Malley	Chair of Council
			Cllr AA England

Income and Expenditure Account

31/03/17		31/03/18
£		£
	INCOME	
1,288.13	Budget & Finance	2,618.27
719.00	Events	271.00
5,561.93	Grants	7,421.82
1,153.55	Income	912.55
3,200.00	LHP	21.59
61,883.74	Partnerships	127,416.54
17,224.29	Payroll-Agency	20,690.39
412,005.00	Precept	540,245.00
360.60	Profile	498.35
43,365.00	Properties	42,905.72
546,761.24	INCOME TOTAL	743,001.23
	EXPENDITURE	
225,072.70	Budget & Finance	245,321.16
11,856.26	Community Services	5,661.00
24,596.94	Events	25,250.43
2,996.42	LHP	2,741.00
9,384.32	Member Services	11,970.36
6,769.78	Natural Environment	5,620.46
143,476.01	Partnerships	50,814.39
6,113.65	Profile	4,318.00
139,998.44	Properties	60,432.44
44,902.77	Public Realm	35,393.40
5,035.43	Representation	4,628.54
21,542.75	S. 137 Payments	17,829.20
1,125.90	Staff Terms & Conditions	1,850.41
718.40	Training	1,200.00
643,589.77	EXPENDITURE TOTAL	473,030.79
106,725.66	Balance as at 01/04/17	130,870.91
546,761.24	Add Total Income	743,001.23
653,486.90		873,872.14
643,589.77	Deduct Total Expenditure	473,030.79
268.78	Stock Adjustment	-80.35
120,705.00	Transfer to/ from reserves	-83,549.00
130,870.91	Balance as at 31/03/18	317,212.00

Consolidated Balance Sheet

31/03/17		31/03/18
£		£
	Long Term assets	
0	Investments	0
0	Long Term Debts	0
0	TOTAL LONG TERM	0
	Current assets	
200,000	Investments	170,000
0	Loans Made	0
0	Investments	0
1,453	Stocks	1,372
11,695	VAT Recoverable	5,711
10,019	Debtors	7,489
1,561	Payment in Advance	416
89,748	Cash in Hand & at Bank	359,015
314,475	TOTAL CURRENT ASSETS	544,003
314,475	TOTAL ASSETS	544,003
	Current liabilities	
0	Loans Received	0
0	Temporary Borrowing	0
0	VAT Payable	0
54,155	Creditors	13,432
80	Receipts in Advance	440
54,235	TOTAL CURRENT LIABILITIES	13,872
260,241	TOTAL ASSETS LESS CURRENT LIABILITIES	530,131
0	Long Term Borrowing	0
0	Deferred Liabilities	0
0	Deferred Credits	0
0		0
260,241	NET ASSETS	530,131
	Represented by	
130,871	General Fund	317,212
0	Earmarked Reserves Capital Fund	0
32,720	Properties	78,920
10,905	Replacements Reserve	51,555
64,095	Community Projects	28,805
19,650	Contingency	22,320
2,000	Restricted Funds	2,000
0	Elections Representation	3,269
0	IIP Personnel	1,050
0	PCSO Devolved Services	25,000
260,241		530,131

Councillor Allowances and Expenses Report 2017-2018

Parish Basic Allowance

Council is required to publish a notice stating the total amount that has been paid for Parish Basic Allowance and for Parish travelling and subsistence allowance to the financial year end – 31st March 2018.

Councillor	Ward	effective	Allowance	Expenses		Total
				Travelling	Subsistence	
S Biles	W	22.05.15	£590.76	£0.00	£0.00	£590.76
S Chadwick	CO	01.04.15	£590.76	£0.00	£0.00	£590.76
R Coates	HT	22.05.15	£590.76	£0.00	£0.00	£590.76
D Edwards	W	01.04.15	£590.76	£0.00	£0.00	£590.76
A A England	M	01.04.15	£590.76	£0.00	£0.00	£590.76
A R England	W	01.04.15	£590.76	£0.00	£0.00	£590.76
R Evans	W	01.04.15	£0.00	£0.00	£0.00	£0.00
G Green	M	01.04.15	£590.76	£0.00	£0.00	£590.76
S Harrington	M	01.04.15	£590.76	£0.00	£0.00	£590.76
J Jones	CO	01.04.15	£640.43	£0.00	£0.00	£640.43
A MacKenzie	CO	01.04.15	£590.76	£0.00	£0.00	£590.76
C MacKenzie	W	27.07.17	£0.00	£0.00	£0.00	£0.00
M Maclean	CO	08.12.16	£0.00	£0.00	£0.00	£0.00
P Taylor	M	01.04.15	£590.76	£0.00	£0.00	£590.76
S Taylor	M	01.04.15	£590.76	£0.00	£0.00	£590.76
P Watling	CO	01.04.15	£0.00	£0.00	£0.00	£0.00
D White	W	22.05.15	£1,137.13	£0.00	£0.00	£1,137.13
Total			£8,275.92	£0.00	£0.00	£8,275.92

Town Council Wards:

CO = Cuckoo Oak

HT = Hill Top

M = Madeley

W = Woodside

Diane Malley

1st May 2018