

Springwells Pump

Item 5.4

Message from Sarah Leigh

John, you asked me to find out who the pump and well at the bottom of the High Street belongs to. I haven't got quite to the end of the trail but here's an interim progress report.

I've now read (guided by Chris Tod) through a large number of entries in the minute book of the Parish Council from its inception in 1895. They make very interesting reading, particularly in relation to allotments (this was when the allotments started and you can read the history of the negotiation and setting up). You might like to have a look at it sometime – it's in Public Service Box 3 in bay E of the storeroom upstairs in the Museum.

Of course at this period a public pump was an absolute necessity, not just an amenity, as although there was some running water after about 1893 I believe many streets were not supplied (I believe for example that Jarvis Lane didn't have running water until the 1920s which is probably why we've all got disused Wells – in fact as I mentioned I've got two.) On one occasion when the pump has been out of order there is a vote of thanks to a local householder who allows the public to use his water supply.

Of course this doesn't prove that the pump belongs to the town but it does more or less make it certain that it doesn't belong to any private person or house. In the minutes the council also dealing with lots of other issues now the business of other bodies, like the fire engine.

We also have an archive for the Steyning water services company and the minute book but it is enormously large and heavy, I can't lift it and I didn't at once see that it could be very relevant in any event as clearly the company has long ago been taken over by Southern water. But now I wonder if I ought to find out whether the company took the well/pump over from the town.

However I'm quite sure that the pump continued to be in use long after 1905 and that it continued to need a lot of attention. I talked to my neighbour Martin Toomey (Councillor) who was brought up in 10 High Street, opposite the pump, and he distinctly remembers being told that the lady who owned the house before the war was dependent on the pump for her water supply. After her it became the telephone exchange and he doesn't know whether that had water piped in or whether his father arranged that after the war but clearly the pump was still working up to the 1930s.

It doesn't work now, and Jeremy Tomlinson who lives a few doors up says it hasn't what worked well he's been there – Tom and Christine Aubrey have lived opposite it for 25 years or so and I would ask them but they're away at the moment.

So I very much doubt that it was derelict when the water company took it over, if they did, and I don't think the question of the Lord of the Manor's permission arises. We just need to find out whether Southern water have any rights over it.

In the history of this is a task well beyond my capability – according to the invaluable Wikipedia there was still 1000 individual water companies operating as late as 1945. I really don't think we should have to go down that route. I would simply assume that if Southern water has no interest in it no one else does.

In fact, I think it would be perfectly safe to assume that the pump and the well belongs to the town and we can do what we like with it but if you want to cover all the bases then perhaps ask Southern water if they have any interest.

But just to leave no stone unturned I will get the water company minute book out some time this week (when I have a strong steward on duty to leave it out for me) and let you know what it says.

Sarah

Date: 09/11/2017

Steyning Parish Council

Page 1

Time: 10:47

Current Account

List of Payments made between 22/09/2017 and 31/10/2017

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
22/09/2017	I Hollands	CR	50.69		Room Hire
22/09/2017	I Holland	CR	0.00	room booking	I Holland
22/09/2017	I Hollands	CR	-50.69		Room hire
25/09/2017	PAYE	310314	1,689.28		PAYE payment
25/09/2017	WSCC	310315	1,344.16		Pension Fund
25/09/2017	ADT	310316	352.80		Fire systems work
25/09/2017	Scottish water	310317	189.54		Water services
25/09/2017	Scottish water	310318	487.73		Scottish water
25/09/2017	DR RA & Mrs H	CR	72.00		Room Hire
25/09/2017	various	BP	6,400.64		september salaries
25/09/2017	Dr RA & Mrs H	CR	-72.00		room Hire
25/09/2017	NHS Blood	CR	-201.19		room hire
26/09/2017	NHS Blood	CR	201.19		Room Hire
26/09/2017	LG Saw	CR	79.40		Room Hire
26/09/2017	LG Saw	CR	-79.40		room hire
27/09/2017	Wicksteed	310319	7.80		Part
27/09/2017	Needer 5 rythms	CR	98.96		Room Hire
27/09/2017	Needa 5 Rythms	CR	-98.96		room hire
28/09/2017	Rainbow Window Cleaning	310320	90.00		Cleaning windows
28/09/2017	Facol fusion	CR	66.74		Room Hire
28/09/2017	Focal fusion	CR	-66.74		room hire
01/10/2017	KT Ford	BP	180.00		Room hire
01/10/2017	KT Ford	AP	-180.00		room hire
02/10/2017	HDC	DD	907.00		Rates
03/10/2017	BLM	310321	221.10		professional charges
03/10/2017	Pelican Rouge	310322	287.66		Coffee
03/10/2017	EDF	310323	24.89		Electric charges
03/10/2017	Bunces	310324	121.79		Maintenance repairs
03/10/2017	D Flynn	310325	2,142.77		D Flynn - cleaning
03/10/2017	Steyning Bowling club	310326	7.30		CCTV
03/10/2017	Capita Business Services	310327	57.27		Payroll services
03/10/2017	Capita Business Services	310327	286.35		Payroll services
03/10/2017	Steyning book shop	CR	81.19		Room Hire
03/10/2017	Steyning book shop	CR	-81.19		room hire
04/10/2017	PHS Group	310328	135.48		Cleaning
04/10/2017	Ferring Nurseries	310329	4,015.40		Steyning flowers
04/10/2017	DR RA & MRS H	CR	48.00		Room Hire
04/10/2017	MJ Jenkins	CR	176.75		Room Hire
04/10/2017	DrRA & MRh	CR	-48.00		room hier
04/10/2017	MJ Jenkins	CR	-176.75		room hire
05/10/2017	ICO	310330	35.00		Data protection
05/10/2017	TSS	310331	160.00		hygiene
05/10/2017	Clearflow	310332	201.00		CCTV survey
05/10/2017	Koolpacks	310333	10.74		Ice bags
05/10/2017	Web security	VIS	38.04		Web security
05/10/2017	Steyning 1010	CR	78.35		Room Hire
05/10/2017	Steyning 1010	CR	-78.35		room hitre

Continued on Page 2

List of Payments made between 22/09/2017 and 31/10/2017

<u>Date Paid</u>	<u>Pavee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
06/10/2017	Magroney Ltd	VIS	262.80		Baby change unit
09/10/2017	British Gas	310334	284.23		Monthly charges
09/10/2017	ADT	310335	841.65		Fire maintenance
09/10/2017	PIP Services	310336	94.48		Cleaning Goods
10/10/2017	B Taylor	CR	50.69		Room Hire
10/10/2017	Ryan Mac	CR	161.25		Room Hire
10/10/2017	B Taylor	CR	-50.69		room hire
10/10/2017	Bryan mac	CR	-161.25		room hire
11/10/2017	PKF	310337	960.00		Audit
11/10/2017	SCS	310338	379.70		Film services
11/10/2017	Steyping Film society	CR	283.48		Room Hire
11/10/2017	Steyping film society	CR	-283.48		room hire
12/10/2017	Horsham matters	310339	6,091.80		Youh Work
13/10/2017	LG Saw	CR	175.30		Room Hire
13/10/2017	Steyping Art	VP	207.79		Room Hire
13/10/2017	J Hast	CR	126.00		Room Hire
13/10/2017	LG Saw	CR	-175.30		room hire
13/10/2017	Steyping Art	BP	-207.79		room hire
13/10/2017	J Hurst	CR	-126.00		room hire
16/10/2017	George Rose	310340	51.44		Paper
16/10/2017	Horsham District Council	310341	180.00		Annual licence
18/10/2017	Espire sussex	VP	558.00		Room Hirex
18/10/2017	Espire Sussex	BP	-558.00		room hire
20/10/2017	Harris	CR	84.74		Room Hire
20/10/2017	Harris	CR	-84.74		room hire
21/10/2017	HSBC	DR	3.15		Charges
22/10/2017	DR RA & MRS H`	CR	24.00		Room Hire
22/10/2017	Dr RA & Mrs H	CR	-24.00		room hire
23/10/2017	Laser	310342	858.85		Electric
23/10/2017	BT	310343	424.38		Phone
23/10/2017	Tom Packer	310344	72.00		IT support
23/10/2017	Clare Austin	310345	225.25		Gardening
24/10/2017	South Downs Suzuki	CR	179.52		Room Hire
24/10/2017	Money Market Account	TFR	140,000.00		internet transfer
24/10/2017	Southdowns Suzuki	CR	-179.52		room hire
25/10/2017	HSBC	DR	10.00		HSBC - stopped cheque
30/10/2017	Espire sussex	BP	10.58		Room Hire
30/10/2017	HSBC	DR	25.00		Petty Cash
30/10/2017	Espire, sussex	BP	-10.58		room hire
30/10/2017	Various	BP	6,772.50		October salaries
Total Payments			176,750.97		

07/11/2017

Steyning Parish Council

Page 1

11:26

Detailed Income & Expenditure by Budget Heading 31/10/2017

Month No: 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
Finance & General Purposes Ctt							
<u>101 Administration</u>							
1000 Donations Received	0	0	500	500			0.0%
1004 Reimbursed Charges & donations	0	0	200	200			0.0%
1010 Miscellaneous income	102	355	0	(355)			0.0%
1026 Showcase income	400	400	250	(150)			160.0%
1076 Precept Received	122,636	245,271	244,523	(748)			100.3%
1077 CTB Grant	0	0	748	748			0.0%
1090 Bank Interest Received	3	46	125	79			36.9%
Administration :- Income	123,141	246,073	246,346	274			99.9%
4000 Salaries	7,452	35,249	44,808	9,559	9,559	9,559	78.7%
4002 Printing, stationery, postage	238	989	3,250	2,261	2,261	2,261	30.4%
4003 Staff Ill Health Insurance	0	711	600	(111)	(111)	(111)	118.5%
4004 Telephones and Alarm	0	1,340	4,360	3,020	3,020	3,020	30.7%
4005 Insurance	0	7,819	8,100	281	281	281	96.5%
4006 Salaries Outsourcing	1,694	3,549	1,548	(2,001)	(2,001)	(2,001)	229.3%
4010 Audit Fees	984	686	1,340	654	654	654	51.2%
4016 Legal Fees/Elections	0	276	11,300	11,024	11,024	11,024	2.4%
4021 General Grants	0	650	1,000	350	350	350	65.0%
4025 CCTV Maintenance	7	486	1,000	514	514	514	48.6%
4030 Steyning in Bloom	1,000	1,000	1,000	0	0	0	100.0%
4032 Royal British Legion	0	0	375	375	375	375	0.0%
4033 Christmas Lights Grant	0	0	1,000	1,000	1,000	1,000	0.0%
4036 SALC NALC Subs	0	1,759	1,750	(9)	(9)	(9)	100.5%
4040 Town Clock	0	0	350	350	350	350	0.0%
4045 Misc & Petty Cash	108	80,266	350	(79,916)	(79,916)	(79,916)	22933.2
4047 Training	0	270	1,500	1,230	1,230	1,230	18.0%
4049 Showcase	0	0	250	250	250	250	0.0%
4060 Chairman's Function	0	0	750	750	750	750	0.0%
4061 Councillors' Allowances	0	0	750	750	750	750	0.0%
4063 Legionnaires	267	606	1,600	994	994	994	37.9%
4070 Software Packages	98	1,737	1,500	(237)	(237)	(237)	115.8%
4071 ICT Equipment	0	0	1,000	1,000	1,000	1,000	0.0%
4072 Website Development	39	167	750	583	583	583	22.3%
Administration :- Indirect Expenditure	11,887	137,562	90,231	(47,331)	0	(47,331)	152.5%
Movement to/(from) Gen Reserve	111,254	108,511					

Continued over page

Detailed Income & Expenditure by Budget Heading 31/10/2017

Month No: 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>102 Finance & Community Appendix</u>							
4100 Neighbourhood Wardens	0	0	41,000	41,000		41,000	0.0%
4101 Swimming Pool	0	0	14,500	14,500		14,500	0.0%
Finance & Community Appendix :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>55,500</u>	<u>55,500</u>	<u>0</u>	<u>55,500</u>	<u>0.0%</u>
Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>					
<u>103 Youth Provision</u>							
4023 Youth Service	5,077	15,922	24,700	8,778		8,778	64.5%
Youth Provision :- Indirect Expenditure	<u>5,077</u>	<u>15,922</u>	<u>24,700</u>	<u>8,778</u>	<u>0</u>	<u>8,778</u>	<u>64.5%</u>
Movement to/(from) Gen Reserve	<u>(5,076)</u>	<u>(15,922)</u>					
Finance & General Purposes Ctt :- Income	123,141	246,073	246,346	274			99.9%
Expenditure	16,963	153,483	170,431	16,948	0	16,948	90.1%
Movement to/(from) Gen Reserve	<u>106,178</u>	<u>92,589</u>					

Detailed Income & Expenditure by Budget Heading 31/10/2017

Month No: 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>Amenities Cttee</u>							
<u>201 Highways & Lighting</u>							
1001 HDC Cleaning Grant	0	0	19,180	19,180			0.0%
Highways & Lighting :- Income	<u>0</u>	<u>0</u>	<u>19,180</u>	<u>19,180</u>			<u>0.0%</u>
4200 Street Light Energy	0	558	530	(28)	(28)		105.3%
4201 Street Light Maintenance	0	1,662	1,750	88	88		95.0%
4202 Lamp Post Testing	0	0	100	100	100		0.0%
4210 Road Sweeping	2,781	9,220	16,528	7,308	7,308		55.8%
4211 Town Improvements	0	0	1,000	1,000	1,000		0.0%
4252 Electricity	0	(28)	0	28	28		0.0%
4256 Repairs, pdh, consumables	0	279	0	(279)	(279)		0.0%
4259 Grit	0	0	600	600	600		0.0%
4260 Pressure wash High St	0	0	700	700	700		0.0%
Highways & Lighting :- Indirect Expenditure	<u>2,781</u>	<u>11,690</u>	<u>21,208</u>	<u>9,518</u>	<u>0</u>	<u>9,518</u>	<u>55.1%</u>
Movement to/(from) Gen Reserve	<u>(2,781)</u>	<u>(11,690)</u>					
<u>301 Playing Fields</u>							
1003 Clubs Lease Rentals	841	2,745	0	(2,745)			0.0%
1004 Reimbursed Charges & donations	0	0	500	500			0.0%
Playing Fields :- Income	<u>841</u>	<u>2,745</u>	<u>500</u>	<u>(2,245)</u>			<u>548.9%</u>
4000 Salaries	464	1,128	0	(1,128)	(1,128)		0.0%
4252 Electricity	9	403	0	(403)	(403)		0.0%
4253 Water Charges	0	509	0	(509)	(509)		0.0%
4310 Grounds Maintenance	3,212	3,274	10,000	6,726	6,726		32.7%
4312 Waste Removal	0	0	850	850	850		0.0%
4320 Play Equipment Inspections	0	288	970	682	682		29.7%
4341 Repairs & Tree works	951	1,344	2,000	656	656		67.2%
4352 Litter and Bins	605	907	3,023	2,116	2,116		30.0%
4360 Allotment Maintenance	0	0	3,200	3,200	3,200		0.0%
4401 Trade Waste	0	395	0	(395)	(395)		0.0%
Playing Fields :- Indirect Expenditure	<u>5,240</u>	<u>8,246</u>	<u>20,043</u>	<u>11,797</u>	<u>0</u>	<u>11,797</u>	<u>41.1%</u>
Movement to/(from) Gen Reserve	<u>(4,399)</u>	<u>(5,501)</u>					
<u>302 Allotments</u>							
1005 Allotment Rents	1,040	3,590	3,600	10			99.7%
Allotments :- Income	<u>1,040</u>	<u>3,590</u>	<u>3,600</u>	<u>10</u>			<u>99.7%</u>
4253 Water Charges	190	564	550	(14)	(14)		102.5%

Detailed Income & Expenditure by Budget Heading 31/10/2017

Month No: 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4341 Repairs & Tree works	0	1,435	0	(1,435)		(1,435)	0.0%
Allotments :- Indirect Expenditure	<u>190</u>	<u>1,999</u>	<u>550</u>	<u>(1,449)</u>	<u>0</u>	<u>(1,449)</u>	<u>363.4%</u>
Movement to/(from) Gen Reserve	<u>850</u>	<u>1,592</u>					
<hr/>							
Amenities Cttee :- Income	1,881	6,335	23,280	16,945			27.2%
Expenditure	8,211	21,935	41,801	19,866	0	19,866	52.5%
Movement to/(from) Gen Reserve	<u>(6,330)</u>	<u>(15,600)</u>					

Detailed Income & Expenditure by Budget Heading 31/10/2017

Month No: 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
<u>Premises & Steyning Centre Ctt</u>							
<u>202 Public Toilets</u>							
4000 Salaries	773	3,570	9,820	6,250		6,250	36.4%
4005 Insurance	0	0	100	100		100	0.0%
4016 Legal Fees/Elections	0	(500)	0	500		500	0.0%
4250 Public Toilets - opening/clsng	198	594	1,200	607		607	49.5%
4252 Electricity	138	291	550	259		259	52.8%
4253 Water Charges	0	(89)	1,000	1,089		1,089	(8.9%)
4254 Rates	54	324	350	26		26	92.6%
4256 Repairs, pdh, consumables	219	162	1,000	838		838	16.2%
Public Toilets :- Indirect Expenditure	1,381	4,350	14,020	9,670	0	9,670	31.0%
Movement to/(from) Gen Reserve	(1,381)	(4,350)					
<u>303 Playing Field Costs</u>							
1003 Clubs Lease Rentals	0	(466)	3,075	3,541			(15.2%)
Playing Field Costs :- Income	0	(466)	3,075	3,541			(15.2%)
4000 Salaries	0	720	5,678	4,958		4,958	12.7%
4252 Electricity	0	(200)	650	850		850	(30.8%)
4253 Water Charges	126	(837)	850	1,687		1,687	(98.4%)
Playing Field Costs :- Indirect Expenditure	126	(317)	7,178	7,495	0	7,495	(4.4%)
Movement to/(from) Gen Reserve	(126)	(150)					
<u>401 Steyning Centre</u>							
1007 Room Hire	12,000	32,122	65,000	32,878			49.4%
1010 Miscellaneous income	0	0	250	250			0.0%
1015 Coffee Machine Income	0	165	300	135			55.0%
1017 Income Film Night	1,387	4,094	6,000	1,906			68.2%
1020 FITS Receipts	0	331	800	469			41.3%
1021 Elec recharge income	0	13	0	(13)			0.0%
Steyning Centre :- Income	13,387	36,725	72,350	35,625			50.8%
4000 Salaries	5,605	17,136	42,998	25,862		25,862	39.9%
4001 Salaries Cleaning	0	1,478	6,873	5,395		5,395	21.5%
4004 Telephones and Alarm	703	1,035	0	(1,035)		(1,035)	0.0%
4039 Publicity and Advertising	0	0	250	250		250	0.0%
4053 Entertainment Licence	180	180	2,000	1,820		1,820	9.0%
4071 ICT Equipment	0	0	400	400		400	0.0%
4252 Electricity	704	1,366	5,000	3,634		3,634	27.3%

Detailed Income & Expenditure by Budget Heading 31/10/2017

Month No: 6

Committee Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4253 Water Charges	0	(139)	3,150	3,289		3,289	(4.4%)
4254 Rates	1,814	6,350	10,200	3,850		3,850	62.3%
4257 Gas	0	482	6,400	5,918		5,918	7.5%
4310 Grounds Maintenance	426	1,244	3,500	2,256		2,256	35.5%
4341 Repairs & Tree works	0	0	200	200		200	0.0%
4342 Repairs/Mtce/Renewals	666	1,309	9,500	8,191		8,191	13.8%
4401 Trade Waste	1,185	1,975	2,750	775		775	71.8%
4402 Annual Maintenance Contracts	2,057	4,159	12,000	7,841		7,841	34.7%
4404 Alarm System	256	157	500	343		343	31.5%
4406 Cleaning and Consumables	272	1,176	2,000	824		824	58.8%
4407 Coffee Machine Expenditure	288	288	300	12		12	95.9%
4408 Film Night	700	1,971	3,600	1,629		1,629	54.8%
4409 Refund room booking fees	0	159	0	(159)		(159)	0.0%
Steyning Centre :- Indirect Expenditure	14,856	40,325	111,621	71,296	0	71,296	36.1%
Movement to/(from) Gen Reserve	(1,469)	(3,601)					
Premises & Steyning Centre Ctt :- Income	13,387	36,258	75,425	39,167			48.1%
Expenditure	16,364	44,359	132,819	88,460	0	88,460	33.4%
Movement to/(from) Gen Reserve	(2,977)	(8,100)					
Grand Totals:- Income	138,408	288,666	345,051	56,385			83.7%
Expenditure	41,538	219,777	345,051	125,274	0	125,274	63.7%
Net Income over Expenditure	96,870	68,889	0	(68,888)			
Movement to/(from) Gen Reserve	96,870	68,889					

Projects currently proposed for discussion are as follows

STEYNING CENTRE

APPROX COST

- | | |
|---|--------|
| 1. LED Lighting enhancement (and running cost savings) First of two or three phases of improvements | £3,240 |
| 2. Updated Thermostatic radiator controls. | |
| 3. Coffee Vending machine | |
| 4. Comfortable reception seating | |
| 5. New notice boards | |
| 6. Gents flooring | |
| 7. Signage – Inside and out | |
| 8. Interactive White board or projector | |
| 9. New Curtains for Committee room | |
| 10. Replacement door furniture | |

ADMIN

1. Website enhancement

GENERAL

1. Trees – ongoing improvements
2. Hedgerows – ongoing improvements
3. MAJOR FOCUS – Playground improvements / developments
4. Allotments - ongoing improvements
5. CCTV Investment
6. Neighbourhood plan (Top up not covered by Grant fund)



QUOTATION

ITEM 9.5

Prepared for Steyning Parish Council

Dated: 26th October 2017

1a. Purchase of Phased Budgets Module for Omega

Purchase Installation of the following:

Phased Budget module £ 295

Online set up/training of software £ 150

Outright Purchase of Software £ 445

1st Year Annual Support and Maintenance Multi 5 User Licence £ 139

Total Costs 1st Year for Outright Purchase of Software £ 584

1b. Ongoing costs for Outright Purchase

Annual Support and Maintenance Single User Licence £119per annum

Or

Annual Support and Maintenance Multi 5 User Licence £139per annum

** this is in addition to the basic Omega support fee.

All of the above prices are subject to VAT at the standard rate.

Valid for 90 days