



Ottery St Mary Town Council

8 Broad Street, Ottery St Mary, Devon EX11 1BZ

PUBLIC NOTICE OF MEETING

Operations Committee

Issued: Friday, 11 September 2026

Dear All,

Notice is hereby given of a public meeting of the **Operations Committee** to be held at **5:00 PM** on **Thursday, 24 September 2026** at **Ottery St. Mary Town Council (8 Broad Street, Ottery St. Mary, Devon, EX11 1BZ)**. Members of the public and press are welcome to attend in accordance with the Public Bodies (Admission to Meetings) Act 1960. This notice is given under paragraph 10(2) of Schedule 12 to the Local Government Act 1972.

Kerry Kennell

Clerk to Ottery St Mary Town Council

INFORMATION FOR MEMBERS OF THE PUBLIC/PRESS:

The law requires that public access is possible and not restricted, unless in the case of an agreed confidential session.

1. For members of the public/press that wish to speak at the meeting, under public participation, please raise your hand and wait for the Mayor to prompt you.
2. For those who have no visual access to the meeting, Members will state their name before speaking and voting.
3. The order of business may be changed by a decision of the Council and by resolution without notice.

Note: Under the Openness of Local Government Bodies Regulations 2014, any members of the public are allowed to take photographs, film and audio record the proceedings and report on all public meetings (including on social media). If you are recording the meeting, you are asked to act in a reasonable manner and not disrupt the conduct of meetings for example by using intrusive lighting, flash photography or asking people to repeat statements for the benefit of the recording. You may not make an oral commentary during the meeting. The Mayor has the power to control public recording and/or reporting so it does not disrupt the meeting

Mobile Phones, Pagers and Similar Devices – All persons attending this meeting are required to turn off Mobile Phones, Pagers and Similar Devices. The Mayor may approve an exception to this request in special circumstances

1. Apologies for Absence

To receive and record apologies for absence. Members are reminded that the Council can only accept apologies where a valid reason is given. Local Government Act 1972, s.85(1)

2. Declarations of Interest

To receive any declarations of pecuniary or non-pecuniary interests from members in items on the agenda, and any requests for dispensations. Members are reminded of their obligations under the Localism Act 2011 s.29–34.

3. Exclusion of Public and Press

To RESOLVE that, under the Public Bodies (Admission to Meetings) Act 1960 s.1(2), the public and press be excluded from the remainder of the meeting by reason of the confidential nature of the business to be transacted.

4. Public Participation

To allow members of the public to address the Council in accordance with the Council's Standing Orders. A maximum of 3 minutes per speaker, total session 15 minutes. Public Bodies (Admission to Meetings) Act 1960, s.1 & Openness of Local Government Bodies Regs 2014; speaking via standing orders.

5. Confirmation of Minutes

To approve and sign the minutes of the previous meeting as a true and correct record. Local Government Act 1972 Schedule 12 para 41.

STATION HUB

6. To receive an update regarding the outdoor project and make recommendations and/or decisions as appropriate (*Exempt*)

7. To receive an update from SPACE and to make decisions as appropriate (*Exempt*)

8. To review expenditure at the Station Hub and make recommendations and/or decisions as appropriate

9. To consider request from EDDC for a storage shed at the Station

LIBRARY

10. To consider recommendation from Fire Risk Assessment and make decisions as appropriate

11. To consider roof repair quotation and make decisions as appropriate *(Exempt)*

OTHER PROPERTY MATTERS

12. Council Offices - to receive an update and to make decisions (if appropriate) *(Exempt)*

13. Skatepark - to receive an update and to make decisions if appropriate

14. Museum - to receive an update and to make decisions if appropriate

15. To receive an update regarding the PlayZone for Strawberry Lane and to make decisions if appropriate

16. Allotments - to receive an update and to make decisions if appropriate

17. Cemetery - to receive an update and make recommendations and/or decisions as appropriate

18. Correspondence Received

To note correspondence received and determine any items requiring a formal response.

19. Matters Raised by Members Not Otherwise on the Agenda

To receive brief updates or questions from members on matters not otherwise on the agenda. No decisions may be taken under this item. Members are reminded this is for information and signposting only; substantive matters should be referred to a future agenda.

20. Date and Time of Next Meeting

The next meeting will be held at 5pm on Thursday 22nd October 2026.

APPENDIX I — Public Documents

5. Confirmation of Minutes

Operations Committee-Draft-Minutes.pdf

8. To review expenditure at the Station Hub and make recommendations and/or decisions as appropriate

Station expenses 1 April 2026 onwards.PDF

Station expenses 1 April 2025 to 31 March 2026.PDF

13. Skatepark - to receive an update and to make decisions if appropriate

OSM Skate Park.pdf



Ottery St Mary Town Council — MINUTES

Operations Committee — Thursday, 20 August 2026

Published: Friday, 18 September 2026

Attendance

Present: Cllr Janice Aherne, Cllr Ben Feasey, Cllr Dean Stewart, Cllr Vicky Johns

Also present: Kerry Kennell — Town Clerk

There were no members of the public present.

Declarations of Interest

Cllr Vicky Johns: declared a disclosable pecuniary interest in Item 2 — Declarations of Interest — Cllr Johns husband is completing a snagging list for the outdoor project at the Station.

Cllr Ben Feasey: declared a disclosable pecuniary interest in Item 2 — Declarations of Interest — Cllr Feasey's Register of Interest reflects that his wife works for SPACE although she no longer does. Cllr Feasey will update his Register of Interests.

Cllr Janice Aherne: declared an other registrable interest in Item 16 — Allotments - to receive an update and to make decisions if appropriate — Allotment holder

O/26/08 Apologies for Absence

Apologies were noted from Cllr Grainger (Vice Chair).

O/26/08 Declarations of Interest

Please see above.

O/26/08 Exclusion of Public and Press

It was **RESOLVED** that, under the Public Bodies (Admission to Meetings) Act 1960 s.1(2), the public and press be excluded from the remainder of the Council by reason of the confidential nature of the business to be transacted. The following agenda items would be considered in Confidential Session: O/26/08/07 — to receive an update regarding the outdoor project and make recommendations and/or decisions as appropriate; O/26/08/11 — Council Offices, to receive an update and to make decisions (if appropriate); and O/26/08/11 — Museum, to receive an update and to make decisions (if appropriate).

O/26/08 Public Participation

There were none.

O/26/08 Confirmation of Minutes

The minutes of 28th May 2025 were approved and signed by the Chair as a true record of the meeting.

O/26/08 Correspondence Received

Correspondence from Ottery St Mary Bowling Club of their intention to replace the roof on their building was **NOTED**.

O/26/08 To receive an update regarding the outdoor project and make recommendations and/or decisions as appropriate

Under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, it was **RESOLVED** to exclude the press and public from the Council on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

NOTED that a snagging report had been completed and would be provided to the Council shortly, following which it would be forwarded to the designer and carpenter.

Cllr Vicky Johns left the meeting at 17:14 for a pecuniary interest and returned at 17:18.

O/26/08 To receive an update from SPACE and to make decisions as appropriate

It was **NOTED** that a meeting with SPACE will be held in mid-September to discuss the proposed changes to the contract.

O/26/08 To review expenditure at the Station Hub and make recommendations and/or decisions as appropriate

It was **NOTED** that this agenda item would be carried forward to the next meeting.

O/26/08 To consider request from EDDC for a storage shed at the Station

It was **NOTED** that planning permission would be required for the proposed storage shed. The Council was awaiting a response from East Devon District Council (EDDC) to confirm whether they wished to proceed with the request.

O/26/08 Council Offices - to receive an update and to make decisions (if appropriate)

Under Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, it was **RESOLVED** to exclude the press and public from the Council on the grounds that publicity would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted.

An update from the solicitor was received and discussed. It was **RECOMMENDED** that the Council submit an offer to purchase the land situated in front of the Council offices, including the adjoining grassed area.

The confidential session thereupon ended.

O/26/08 Skatepark - to receive an update and to make decisions if appropriate

There was no update to report.

O/26/08 Library - to consider recommendation from Fire Risk Assessment and make decisions as appropriate

It was **RESOLVED** that the recommendations arising from the Fire Risk Assessment would be reviewed in consideration of current requirements.

O/26/08 Museum - to receive an update and to make decisions if appropriate

It was **NOTED** that the glazing work was due to be completed later in the month. The Heads of Terms had been found acceptable by the Heritage Society and the matter had been passed to the solicitors.

O/26/08 To receive an update regarding the PlayZone for Strawberry Lane and to make decisions if appropriate

It was **NOTED** that new carpet was currently being fitted at the PlayZone, Strawberry Lane. It was further **NOTED** that a permanent solution to the entrance gate had been found which would enable ambulance access. It was **NOTED** that the fire brigade would not be able to access the site through the gate but would have the appropriate equipment to enter the site in an emergency. It was **AGREED** that the Council would monitor the situation regarding whether the lack of toilets impacts users of the PlayZone.

O/26/08 Allotments - to receive an update and to make decisions if appropriate

The Council considered a proposal to run one community plot for a period of one year with a single community organisation, after which the arrangement would be reviewed to assess its success. It was **NOTED** that participants would be required to follow the existing allotment rules in the same way as all other plot holders, and that a separate waiting list would need to be established for community plots. It was further **NOTED** that any community grant associated with the arrangement would be considered in the same way as all other grant applications. It was **RESOLVED** to proceed with this proposal and to review progress after nine months.

The Council received information regarding the costs of hiring a portaloos for the allotment site. It was **AGREED** that Cllr Aherne would take this matter back to the Allotment Committee for further consideration.

O/26/08 Cemetery - to receive an update and make recommendations and/or decisions as appropriate

It was **RESOLVED** that the dead elm trees at the Cemetery be removed on health and safety grounds.

O/26/08 To review current Gazebo hire conditions and make recommendations as appropriate

There was a discussion regarding whether gazebo hire should be extended to members of the public. It was **RESOLVED** that the current policy of only lending the gazebos to community organisations will remain.

O/26/08 Other Property and Operational Matters - to consider other matters raised by the Clerk

There were none.

O/26/08 Matters Raised by Members Not Otherwise on the Agenda

There were none.

O/26/08 Date and Time of Next Meeting

The next meeting will be held at 5pm on Thursday 17th September 2026

The meeting closed at 09:42.

Signed: _____

Ben Feasey

Chair of the Operations Committee

Date: _____

A/c Code	1210	Tenants Rentals				Annual Budget	5,640
Centre	180	Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail		Debit	Credit
					Opening Balance		0.00
1	01/04/2026	ACTIONED	Sales Ledger	Invoice No:-23/1006			300.00
1	28/04/2026	RIO	Sales Ledger	Invoice No:-23/1032			40.00
2	01/05/2026	ACTIONED	Sales Ledger	Invoice No:-23/1034			300.00
2	28/05/2026	RIO	Sales Ledger	Invoice No:-23/1049			40.00
3	01/06/2026	ACTIONED	Sales Ledger	Invoice No:-23/1051			300.00
3	28/06/2026	RIO	Sales Ledger	Invoice No:-23/1060			40.00
4	01/07/2026	ACTIONED	Sales Ledger	Invoice No:-23/1063			300.00
4	20/07/2026		Cashbook	Booking refund	36.30		
4	28/07/2026	RIO	Sales Ledger	Invoice No:-23/1092			40.00
5	01/08/2026	ACTIONED	Sales Ledger	Invoice No:-23/1094			300.00
5	28/08/2026	RIO	Sales Ledger	Invoice No:-23/1118			40.00
6	01/09/2026	ACTIONED	Sales Ledger	Invoice No:-23/1120			300.00
		Account	Tenants Rentals		Account Totals	36.30	2,000.00
		Centre	Station Centre		Net Balance Month 7		1,963.70

A/c Code	1740	Room Hire				Annual Budget	6,000
Centre	180	Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail		Debit	Credit
					Opening Balance		0.00
1	14/04/2026	REBECCA	Sales Ledger	Invoice No:-23/1021			48.40
1	30/04/2026	ACTIONED	Sales Ledger	Invoice No:-23/1024			211.75
1	30/04/2026	OHS001	Sales Ledger	Invoice No:-23/1025			90.75
1	30/04/2026	PHOENIX	Sales Ledger	Invoice No:-23/1026			36.30
1	30/04/2026	RAINB	Sales Ledger	Invoice No:-23/1027			18.15
1	30/04/2026	BRO001	Sales Ledger	Invoice No:-23/1028			18.15
1	30/04/2026	GUI001	Sales Ledger	Invoice No:-23/1029			24.20
2	22/05/2026	AMY	Sales Ledger	Invoice No:-23/1036			146.80
2	31/05/2026	ACTIONED	Sales Ledger	Invoice No:-23/1037			242.00
2	31/05/2026	RAINB	Sales Ledger	Invoice No:-23/1038			54.45
2	31/05/2026	BRO001	Sales Ledger	Invoice No:-23/1039			36.30
2	31/05/2026	GUI001	Sales Ledger	Invoice No:-23/1040			72.60
2	31/05/2026	OHS001	Sales Ledger	Invoice No:-23/1041			127.05
2	31/05/2026	MS001	Sales Ledger	Invoice No:-23/1042			36.30
2	31/05/2026	PHOENIX	Sales Ledger	Invoice No:-23/1043			36.30
3	05/06/2026	STEVE JOHN	Sales Ledger	Invoice No:-23/1055			36.30
4	30/06/2026	OHS001	Sales Ledger	Invoice No:-23/1071			139.15
4	30/06/2026	PHOENIX	Sales Ledger	Invoice No:-23/1072			54.45
4	30/06/2026	RAINB	Sales Ledger	Invoice No:-23/1073			90.75
4	30/06/2026	GUI001	Sales Ledger	Invoice No:-23/1074			48.40
4	30/06/2026	ACTIONED	Sales Ledger	Invoice No:-23/1075			199.65
4	30/06/2026	BRO001	Sales Ledger	Invoice No:-23/1076			72.60

A/c Code 1740 Room Hire

Centre 180 Station Centre

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
4	30/07/2026	BRO001	Sales Ledger	Invoice No:-23/1078		18.15
4	30/07/2026	PHOENIX	Sales Ledger	Invoice No:-23/1087		18.15
4	31/07/2026	ACTIONED	Sales Ledger	Invoice No:-23/1085		211.75
4	31/07/2026	OHS001	Sales Ledger	Invoice No:-23/1086		223.85
4	31/07/2026	RAINB	Sales Ledger	Invoice No:-23/1088		36.30
4	31/07/2026	GUI001	Sales Ledger	Invoice No:-23/1089		24.20
4	31/07/2026	GUI001	Sales Ledger	Invoice No:-23/1097		24.20
5	01/08/2026	RDE UNI	Sales Ledger	Invoice No:-23/1098	66.67	
5	03/08/2026	SLIMWORLD	Sales Ledger	Invoice No:-23/1095		139.15
5	03/08/2026		Cashbook	Refund for party	50.00	
5	11/08/2026	BORA	Sales Ledger	Invoice No:-23/1103		6.00
5	11/08/2026	WRITERS	Sales Ledger	Invoice No:-23/1106		16.40
5	11/08/2026	SLIMWORLD	Sales Ledger	Invoice No:-23/1107	0.50	
6	31/08/2026	ACTIONED	Sales Ledger	Invoice No:-23/1114		205.70
6	31/08/2026	OHS001	Sales Ledger	Invoice No:-23/1115		139.15
6	01/09/2026	OTT004	Sales Ledger	Invoice No:-23/1111		24.20

Account Room Hire

Account Totals

117.17

2,928.00

Centre Station Centre

Net Balance Month 7

2,810.83

A/c Code 4120 Office Administration

Annual Budget

700

Centre 180 Station Centre

Committed

0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
2	18/05/2026	DC	Cashbook	USB adapter	16.74	
2	18/05/2026	DC	Cashbook	HDMI adapter	8.99	
3	30/06/2026	ABB001	Purchase Ledger	Cleaning supplies - Station	51.24	
5	11/08/2026	SPACE	Sales Ledger	Invoice No:-23/1105	50.00	

Account Office Administration

Account Totals

126.97

0.00

Centre Station Centre

Net Balance Month 7

126.97

A/c Code 4155 Housekeeping

Annual Budget

0

Centre 180 Station Centre

Committed

0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
4	31/07/2026	ABB001	Purchase Ledger	Housekeeping supplies	70.49	

Account Housekeeping

Account Totals

70.49

0.00

Centre Station Centre

Net Balance Month 7

70.49

A/c Code	4160 Cleaning				Annual Budget	4,500
Centre	180 Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
1	01/04/2026	200	Journal	Accrue Station Rd Cleaning		270.00
1	02/04/2026	MW001	Purchase Ledger	INV3 MAR26 STATION/MRS MARILYN	315.00	
1	26/04/2026	JHH001	Purchase Ledger	Cleaning	60.00	
2	05/05/2026	MW001	Purchase Ledger	Cleaning The Station	262.00	
2	26/05/2026	JHH001	Purchase Ledger	Wednesday morning clean x4	60.00	
3	31/05/2026	MW001	Purchase Ledger	INVOICE 5 - Station	255.00	
3	26/06/2026	JHH001	Purchase Ledger	Wednesday morning clean x5	75.00	
4	09/07/2026	MW001	Purchase Ledger	Station cleaning June 2026	315.00	
4	09/07/2026	MW001	Purchase Ledger	Offices cleaning June 2026	270.00	
4	26/07/2026	JHH001	Purchase Ledger	Wednesday clean x4	60.00	
5	04/08/2026	MW001	Purchase Ledger	Cleaning - Station July 26	300.00	
5	26/08/2026	JHH001	Purchase Ledger	Wednesday orning clean x5	75.00	
Account Cleaning					Account Totals	2,047.00
Centre Station Centre					Net Balance Month 7	1,777.00

A/c Code	4165 Sanitary services				Annual Budget	350
Centre	180 Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
4	29/07/2026	INITIAL	Purchase Ledger	Station hygiene bins	98.51	
Account Sanitary services					Account Totals	98.51
Centre Station Centre					Net Balance Month 7	98.51

A/c Code	4180 Insurance				Annual Budget	0
Centre	180 Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
3	08/06/2026	HIS001	Purchase Ledger	557100680 Space hut insurance	140.08	
Account Insurance					Account Totals	140.08
Centre Station Centre					Net Balance Month 7	140.08

A/c Code	4190 Repairs & Maintenance				Annual Budget	10,000
Centre	180 Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
1	17/04/2026	TS001	Purchase Ledger	Emergency callout	41.25	

A/c Code 4190 Repairs & Maintenance

Centre 180 Station Centre

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
1	26/04/2026	JHH001	Purchase Ledger	Repairs	368.76	
2	26/05/2026	JHH001	Purchase Ledger	Extract fan gents toilet	148.98	
2	26/05/2026	JHH001	Purchase Ledger	Clear gutters & gulleys	80.00	
2	26/05/2026	JHH001	Purchase Ledger	Repair & refix urinal waste	223.47	
2	26/05/2026	JHH001	Purchase Ledger	Repair kitchen unit door x2	92.68	
2	26/05/2026	JHH001	Purchase Ledger	Reconstruct end fascia	204.70	
2	26/05/2026	JHH001	Purchase Ledger	Reconfigure amp cables	40.00	
2	26/05/2026	JHH001	Purchase Ledger	Replace rotten joist to floor	387.40	
2	26/05/2026	JHH001	Purchase Ledger	Repack gazebos & panels	30.00	
2	26/05/2026	JHH001	Purchase Ledger	Redecorate Hub walls	494.00	
2	26/05/2026	JHH001	Purchase Ledger	Redecorate soffits & gutters	148.00	
3	26/06/2026	JHH001	Purchase Ledger	Replace urinals trap	133.08	
3	26/06/2026	JHH001	Purchase Ledger	Replace EV charger signs	30.00	
3	26/06/2026	JHH001	Purchase Ledger	Repair coffee table	10.00	
3	26/06/2026	JHH001	Purchase Ledger	Secure portable Space Station	80.00	
3	26/06/2026	JHH001	Purchase Ledger	Replace rainwater bracket	38.76	
3	26/06/2026	JHH001	Purchase Ledger	Temp repair to portacabin ramp	80.00	
4	26/07/2026	JHH001	Purchase Ledger	Additional clean of carpet	20.00	
4	26/07/2026	JHH001	Purchase Ledger	Replace emerg. light battery	78.56	
4	26/07/2026	JHH001	Purchase Ledger	Clear weeds	155.00	
5	26/08/2026	JHH001	Purchase Ledger	Repair waste pipe in car park	48.98	
5	26/08/2026	JHH001	Purchase Ledger	Clean hub carpets	80.00	
5	26/08/2026	JHH001	Purchase Ledger	Replace & paint skirting	157.12	
5	26/08/2026	JHH001	Purchase Ledger	Re-decorate hub walls	468.00	
5	26/08/2026	JHH001	Purchase Ledger	Install occupancy sensors	1,776.06	

Account Repairs & Maintenance

Account Totals

5,414.80

0.00

Centre Station Centre

Net Balance Month 7

5,414.80

A/c Code 4195 Capital Purchases

Annual Budget

0

Centre 180 Station Centre

Committed

0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
3	20/05/2026	104	Purchase Ledger	CP01B Contingency Space Hut	2,250.00	
3	03/06/2026	104	Purchase Ledger	CP01C delivery fee space hut	1,000.00	

Account Capital Purchases

Account Totals

3,250.00

0.00

Centre Station Centre

Net Balance Month 7

3,250.00

A/c Code	4240 Safety Checks				Annual Budget	1,000
Centre	180 Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
1	26/04/2026	JHH001	Purchase Ledger	PAT/5 year test	74.25	
1	26/04/2026	JHH001	Purchase Ledger	Fire safety and emergency ligh	100.00	
2	26/05/2026	JHH001	Purchase Ledger	Monthly emergency light test	20.00	
2	26/05/2026	JHH001	Purchase Ledger	Weekly fire safety check x4	80.00	
3	26/06/2026	JHH001	Purchase Ledger	Monthly Emerg Light test	20.00	
3	26/06/2026	JHH001	Purchase Ledger	Weekly fire check x5	100.00	
4	26/07/2026	JHH001	Purchase Ledger	Safety test external socket	80.00	
4	26/07/2026	JHH001	Purchase Ledger	Emergency light test	20.00	
4	26/07/2026	JHH001	Purchase Ledger	Weekly fire check x4	80.00	
5	26/08/2026	JHH001	Purchase Ledger	Fire extinguisher service	80.00	
5	26/08/2026	JHH001	Purchase Ledger	Extended extinguisher service	25.00	
5	26/08/2026	JHH001	Purchase Ledger	Emergency light test	20.00	
5	26/08/2026	JHH001	Purchase Ledger	Weekly fire saety checks x5	100.00	
Account Safety Checks					Account Totals	799.25
Centre Station Centre					Net Balance Month 7	799.25

A/c Code	4260 Broadband services				Annual Budget	700
Centre	180 Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
1	02/04/2026	BT001	Purchase Ledger	Broadband	75.45	
2	02/05/2026	BT001	Purchase Ledger	Broadband	75.45	
3	02/06/2026	BT001	Purchase Ledger	M060 OT - wifi Station	75.45	
4	02/07/2026	BT001	Purchase Ledger	Broadband - Station	75.45	
4	02/07/2026	BT001	Purchase Ledger	Duplicate		75.45
5	02/08/2026	BT001	Purchase Ledger	BT - Station	75.45	
6	02/09/2026	BT001	Purchase Ledger	Broadband - Station	75.45	
Account Broadband services					Account Totals	452.70
Centre Station Centre					Net Balance Month 7	377.25

A/c Code	4281 Youth services				Annual Budget	45,000
Centre	180 Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
1	21/04/2026	SPA001	Purchase Ledger	Youth Work 1 Apr-Jun 26	9,012.00	
4	22/07/2026	SPA001	Purchase Ledger	July-Sept 2026 sessions	9,012.00	
5	31/07/2026	SPA001	Purchase Ledger	OSM SLA Resources	150.00	
5	11/08/2026	SPA001	Purchase Ledger	Correction	0.01	

A/c Code	4281 Youth services					
Centre	180 Station Centre					
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
		Account	Youth services		Account Totals	
					18,174.01	0.00
		Centre	Station Centre		Net Balance Month 7	18,174.01

A/c Code	4290 Miscellaneous Expenditure				Annual Budget	2,000
Centre	180 Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
					Opening Balance	0.00
1	08/04/2026	104	Purchase Ledger	Material procurement	7,500.00	
		Account	Miscellaneous Expenditure		Account Totals	7,500.00
					7,500.00	0.00
		Centre	Station Centre		Net Balance Month 7	7,500.00

A/c Code	4460 Utilities Expenditure				Annual Budget	11,000
Centre	180 Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
					Opening Balance	0.00
1	01/04/2026	200	Journal	Accrue Station Rd Gas		300.00
1	01/04/2026	200	Journal	Accrue Station Rd Electricity		200.00
1	13/04/2026	BG001	Purchase Ledger	Electricity to 13th April 26	370.66	
1	14/04/2026	BG001	Purchase Ledger	Gas up to 7 April	499.65	
1	16/04/2026	EVER001	Purchase Ledger	5412982/EVERFLOW WATER	74.76	
2	08/05/2026	BG001	Purchase Ledger	Gas until 7 May 26	268.43	
2	15/05/2026	BG001	Purchase Ledger	Gas - Mill Street	326.24	
2	16/05/2026	EVER001	Purchase Ledger	Water	66.43	
3	09/06/2026	BG001	Purchase Ledger	British Gas - The Station	184.56	
3	16/06/2026	EVER001	Purchase Ledger	Everflow 5629574	67.22	
3	16/06/2026	BG001	Purchase Ledger	Electricity - Station	300.24	
4	08/07/2026	BG001	Purchase Ledger	Gas - Station	74.22	
4	14/07/2026	EVER001	Purchase Ledger	Station water	75.76	
5	12/08/2026	BG001	Purchase Ledger	Station - gas	44.16	
5	16/08/2026	EVER001	Purchase Ledger	Station water	106.09	
5	17/08/2026	BG001	Purchase Ledger	Mill Street - gas	192.76	
		Account	Utilities Expenditure		Account Totals	2,651.18
					2,651.18	500.00
		Centre	Station Centre		Net Balance Month 7	2,151.18

A/c Code	4520 Rates and Council Tax				Annual Budget	4,062
Centre	180 Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
1	01/04/2026	EDDC	Purchase Ledger	Station premises rates	2,252.98	
1	01/04/2026	EDDC	Purchase Ledger	Portacabin 1 rates	916.91	
1	01/04/2026	EDDC	Purchase Ledger	Portacabin 2 rates	943.11	
Account Rates and Council Tax					Account Totals	
					4,113.00	0.00
Centre Station Centre					Net Balance Month 7	4,113.00

A/c Code	1130	Miscellaneous Income				Annual Budget	0
Centre	180	Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail		Debit	Credit
					Opening Balance		0.00
8	05/11/2025	06001	Sales Ledger	Invoice No:-23/919			504.90
		Account	Miscellaneous Income		Account Totals	0.00	504.90
		Centre	Station Centre		Net Balance Month 12		504.90

A/c Code	1210	Tenants Rentals				Annual Budget	5,640
Centre	180	Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail		Debit	Credit
					Opening Balance		0.00
1	01/04/2025	ACTIONED	Sales Ledger	Invoice No:-23/784			300.00
1	01/04/2025	06001	Sales Ledger	Invoice No:-23/788			130.00
1	28/04/2025	RIO	Sales Ledger	Invoice No:-23/800			40.00
2	01/05/2025	ACTIONED	Sales Ledger	Invoice No:-23/802			300.00
2	01/05/2025	06001	Sales Ledger	Invoice No:-23/805			130.00
3	28/05/2025	RIO	Sales Ledger	Invoice No:-23/820			40.00
3	01/06/2025	ACTIONED	Sales Ledger	Invoice No:-23/822			300.00
3	01/06/2025	06001	Sales Ledger	Invoice No:-23/827			130.00
3	28/06/2025	RIO	Sales Ledger	Invoice No:-23/837			40.00
4	01/07/2025	ACTIONED	Sales Ledger	Invoice No:-23/839			300.00
4	01/07/2025	06001	Sales Ledger	Invoice No:-23/841			130.00
5	28/07/2025	RIO	Sales Ledger	Invoice No:-23/854			40.00
5	01/08/2025	ACTIONED	Sales Ledger	Invoice No:-23/856			300.00
5	01/08/2025	06001	Sales Ledger	Invoice No:-23/859			130.00
5	28/08/2025	RIO	Sales Ledger	Invoice No:-23/876			40.00
6	01/09/2025	ACTIONED	Sales Ledger	Invoice No:-23/878			300.00
7	28/09/2025	RIO	Sales Ledger	Invoice No:-23/894			40.00
7	01/10/2025	ACTIONED	Sales Ledger	Invoice No:-23/896			300.00
8	28/10/2025	RIO	Sales Ledger	Invoice No:-23/914			40.00
8	01/11/2025	ACTIONED	Sales Ledger	Invoice No:-23/916			300.00
9	28/11/2025	RIO	Sales Ledger	Invoice No:-23/936			40.00
9	01/12/2025	ACTIONED	Sales Ledger	Invoice No:-23/938			300.00
9	28/12/2025	RIO	Sales Ledger	Invoice No:-23/948			40.00
10	01/01/2026	ACTIONED	Sales Ledger	Invoice No:-23/950			300.00
10	28/01/2026	RIO	Sales Ledger	Invoice No:-23/962			40.00
11	01/02/2026	ACTIONED	Sales Ledger	Invoice No:-23/964			300.00
12	28/02/2026	RIO	Sales Ledger	Invoice No:-23/986			40.00
12	01/03/2026	ACTIONED	Sales Ledger	Invoice No:-23/988			300.00
12	13/03/2026	06001	Sales Ledger	Invoice No:-23/999		140.00	
12	28/03/2026	RIO	Sales Ledger	Invoice No:-23/1004			40.00

A/c Code	1210	Tenants Rentals					
Centre	180	Station Centre					
Month	Date	Reference	Source	Transaction Detail		Debit	Credit
		Account	Tenants Rentals		Account Totals	140.00	4,730.00
		Centre	Station Centre		Net Balance Month 12		4,590.00

A/c Code	1510	Grants Received				Annual Budget	0
Centre	180	Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail		Debit	Credit
					Opening Balance		0.00
4	21/07/2025	SPA001	Purchase Ledger	Summer trips		600.00	
		Account	Grants Received		Account Totals	600.00	0.00
		Centre	Station Centre		Net Balance Month 12	600.00	

A/c Code	1740	Room Hire				Annual Budget	10,000
Centre	180	Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail		Debit	Credit
					Opening Balance		0.00
1	25/04/2025	DEVON	Sales Ledger	Invoice No:-23/789			30.25
1	30/04/2025	RAINB	Sales Ledger	Invoice No:-23/792			36.30
1	30/04/2025	BRO001	Sales Ledger	Invoice No:-23/793			36.30
1	30/04/2025	GUI001	Sales Ledger	Invoice No:-23/794			24.20
1	30/04/2025	ACTIONED	Sales Ledger	Invoice No:-23/795			242.00
1	30/04/2025	OHS001	Sales Ledger	Invoice No:-23/796			114.95
1	30/04/2025	06001	Sales Ledger	Invoice No:-23/797			54.45
3	31/05/2025	OHS001	Sales Ledger	Invoice No:-23/809			90.75
3	31/05/2025	SEA	Sales Ledger	Invoice No:-23/810			290.40
3	31/05/2025	06001	Sales Ledger	Invoice No:-23/811			108.90
3	31/05/2025	RAINB	Sales Ledger	Invoice No:-23/812			54.45
3	31/05/2025	BRO001	Sales Ledger	Invoice No:-23/813			36.30
3	31/05/2025	GUI001	Sales Ledger	Invoice No:-23/814			72.60
3	31/05/2025	ACTIONED	Sales Ledger	Invoice No:-23/815			169.40
3	31/05/2025	MS001	Sales Ledger	Invoice No:-23/816			36.30
3	09/06/2025	WELL	Sales Ledger	Invoice No:-23/832			108.90
3	30/06/2025	06001	Sales Ledger	Invoice No:-23/845			145.20
3	30/06/2025	RAINB	Sales Ledger	Invoice No:-23/846			72.60
3	30/06/2025	GUI001	Sales Ledger	Invoice No:-23/847			96.80
3	30/06/2025	ACTIONED	Sales Ledger	Invoice No:-23/848			127.05
3	30/06/2025	OHS001	Sales Ledger	Invoice No:-23/849			54.45
3	30/06/2025	BRO001	Sales Ledger	Invoice No:-23/850			36.30
5	31/07/2025	RAINB	Sales Ledger	Invoice No:-23/862			54.45
5	31/07/2025	BRO001	Sales Ledger	Invoice No:-23/863			36.30
5	31/07/2025	06001	Sales Ledger	Invoice No:-23/864			127.05

A/c Code 1740 Room Hire

Centre 180 Station Centre

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
5	31/07/2025	ACTIONED	Sales Ledger	Invoice No:-23/865		260.15
5	31/07/2025	OHS001	Sales Ledger	Invoice No:-23/866		72.60
5	31/07/2025	GUI001	Sales Ledger	Invoice No:-23/867		48.40
5	04/08/2025	DEVON	Sales Ledger	Invoice No:-23/868		24.20
5	31/08/2025	ACTIONED	Sales Ledger	Invoice No:-23/872		217.80
5	31/08/2025	OHS001	Sales Ledger	Invoice No:-23/873		36.30
6	12/09/2025	NLC001	Sales Ledger	Invoice No:-23/882		24.20
6	17/09/2025	OTT004	Sales Ledger	Invoice No:-23/883		24.20
6	30/09/2025	OHS001	Sales Ledger	Invoice No:-23/887		72.60
6	30/09/2025	SLIMWORLD	Sales Ledger	Invoice No:-23/888		139.15
6	30/09/2025	BRO001	Sales Ledger	Invoice No:-23/889		54.45
6	30/09/2025	GUI001	Sales Ledger	Invoice No:-23/890		96.80
6	30/09/2025	RAINB	Sales Ledger	Invoice No:-23/891		54.45
7	02/10/2025	ALICE RILE	Sales Ledger	Invoice No:-23/899		48.40
7	03/10/2025	MARK	Sales Ledger	Invoice No:-23/900		96.80
7	06/10/2025	ANDY	Sales Ledger	Invoice No:-23/901		24.20
7	08/10/2025	ALICE RILE	Sales Ledger	Invoice No:-23/903		50.00
7	21/10/2025	NEW LIFE C	Sales Ledger	Invoice No:-23/904		30.25
8	31/10/2025	ACTIONED	Sales Ledger	Invoice No:-23/905		296.45
8	31/10/2025	OHS001	Sales Ledger	Invoice No:-23/906		133.10
8	31/10/2025	RAINB	Sales Ledger	Invoice No:-23/907		54.45
8	31/10/2025	BRO001	Sales Ledger	Invoice No:-23/908		54.45
8	31/10/2025	GUI001	Sales Ledger	Invoice No:-23/909		72.60
8	30/11/2025	ACTIONED	Sales Ledger	Invoice No:-23/927		127.05
8	30/11/2025	GUI001	Sales Ledger	Invoice No:-23/928		48.40
8	30/11/2025	OHS001	Sales Ledger	Invoice No:-23/929		72.60
8	30/11/2025	RAINB	Sales Ledger	Invoice No:-23/930		54.45
8	30/11/2025	BRO001	Sales Ledger	Invoice No:-23/931		90.75
9	11/12/2025	CRAIG SAM	Sales Ledger	Invoice No:-23/943		143.26
9	11/12/2025	CRAIG SAM	Sales Ledger	Invoice No:-23/945		50.00
9	18/12/2025	CRAIG SAM	Sales Ledger	Invoice No:-CN32	50.00	
9	31/12/2025	BRO001	Sales Ledger	Invoice No:-23/942		36.30
9	31/12/2025	OHS001	Sales Ledger	Invoice No:-23/954		78.65
9	31/12/2025	RAINB	Sales Ledger	Invoice No:-23/955		163.35
9	31/12/2025	ACTIONED	Sales Ledger	Invoice No:-23/956		260.15
9	31/12/2025	OCT	Sales Ledger	Invoice No:-23/957		36.30
10	19/01/2026	BRO001	Sales Ledger	Invoice No:-23/958		36.30
11	31/01/2026	ACTIONED	Sales Ledger	Invoice No:-23/966		169.40
11	31/01/2026	OHS001	Sales Ledger	Invoice No:-23/967		72.60
11	31/01/2026	PHOENIX	Sales Ledger	Invoice No:-23/968		54.45
11	31/01/2026	RAINB	Sales Ledger	Invoice No:-23/969		36.30
11	31/01/2026	GUI001	Sales Ledger	Invoice No:-23/970		48.40
11	31/01/2026	BRO001	Sales Ledger	Invoice No:-23/971		36.30
11	05/02/2026	MS001	Sales Ledger	Invoice No:-23/972		72.60
11	09/02/2026	ALLENBAIL	Sales Ledger	Invoice No:-23/973		7.26

A/c Code 1740 Room Hire

Centre 180 Station Centre

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
11	28/02/2026	PHOENIX	Sales Ledger	Invoice No:-23/974		54.45
11	28/02/2026	RAINB	Sales Ledger	Invoice No:-23/975		36.30
11	28/02/2026	BRO001	Sales Ledger	Invoice No:-23/976		36.30
11	28/02/2026	GUI001	Sales Ledger	Invoice No:-23/977		48.40
11	28/02/2026	ACTIONED	Sales Ledger	Invoice No:-23/978		290.40
11	28/02/2026	OHS001	Sales Ledger	Invoice No:-23/979		72.60
12	12/03/2026	BORA	Sales Ledger	Inv No -6.00 BORA SERVICE	6.00	
12	12/03/2026	CHER CARE	Sales Ledger	Inv No -92.40 CHERISHED CARE	92.40	
12	12/03/2026	BORA	Sales Ledger	Invoice No:-23/992	6.00	
12	12/03/2026	CRAIG SAM	Sales Ledger	Invoice No:-23/993	143.26	
12	12/03/2026	FAMILY GRO	Sales Ledger	Invoice No:-23/994	42.90	
12	12/03/2026	FOOD FEST	Sales Ledger	Invoice No:-23/995	25.00	
12	12/03/2026	MARK	Sales Ledger	Invoice No:-23/996	96.80	
12	12/03/2026	NHS001	Sales Ledger	Invoice No:-23/997	150.00	
12	12/03/2026	TA001	Sales Ledger	Invoice No:-23/998	15.00	
12	27/03/2026	ALLENBAIL	Sales Ledger	Invoice No:-23/1000		7.26
12	27/03/2026	MICHAELVAU	Sales Ledger	Invoice No:-23/1001		108.90
12	31/03/2026	ALLENBAIL	Sales Ledger	Invoice No:-23/1010		7.26
12	31/03/2026	PHOENIX	Sales Ledger	Invoice No:-23/1014		102.85
12	31/03/2026	RAINB	Sales Ledger	Invoice No:-23/1015		90.75
12	31/03/2026	BRO001	Sales Ledger	Invoice No:-23/1016		72.60
12	31/03/2026	GUI001	Sales Ledger	Invoice No:-23/1017		121.00
12	31/03/2026	ACTIONED	Sales Ledger	Invoice No:-23/1018		242.00
12	31/03/2026	OHS001	Sales Ledger	Invoice No:-23/1019		72.60

Account Room Hire

Account Totals

627.36

7,301.19

Centre Station Centre

Net Balance Month 12

6,673.83

A/c Code 4120 Office Administration

Annual Budget

0

Centre 180 Station Centre

Committed

0

Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
4	29/07/2025	DC	Cashbook	Licence - Hub	174.50	
6	25/09/2025	SHI002	Purchase Ledger	Mixed waste	60.00	
6	29/09/2025	DC	Cashbook	3 x ev charging signs	121.00	
11	05/02/2026	SP001	Purchase Ledger	Sign for the Station Hub	205.00	

Account Office Administration

Account Totals

560.50

0.00

Centre Station Centre

Net Balance Month 12

560.50

A/c Code	4160	Cleaning				Annual Budget	4,500
Centre	180	Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail		Debit	Credit
				Opening Balance		0.00	
1	01/04/2025	159	Journal	Accrue Station Rd Cleaning			255.00
1	01/04/2025	MW001	Purchase Ledger	Cleaning Station March		256.50	
1	26/04/2025	JHH001	Purchase Ledger	Cleaning x 4		60.00	
2	03/05/2025	MW001	Purchase Ledger	Cleaning services April		285.00	
3	26/05/2025	JHH001	Purchase Ledger	Cleaning		80.00	
3	03/06/2025	MW001	Purchase Ledger	INV525STATION/MRS MARILYN WILL		240.00	
3	26/06/2025	JHH001	Purchase Ledger	Cleaning		135.00	
4	03/07/2025	MW001	Purchase Ledger	Cleaning June Statino		225.00	
5	26/07/2025	JHH001	Purchase Ledger	Cleaning		60.00	
5	31/07/2025	MW001	Purchase Ledger	Cleaning		292.50	
5	31/07/2025	ABB001	Purchase Ledger	Cleaning supplies		81.27	
5	26/08/2025	JHH001	Purchase Ledger	Cleaning		15.00	
6	03/09/2025	MW001	Purchase Ledger	Cleaning		240.00	
7	26/09/2025	JHH001	Purchase Ledger	Cleaning		95.00	
7	06/10/2025	MW001	Purchase Ledger	INV9STAT25/MRS MARILYN WILLS		315.00	
8	26/10/2025	JHH001	Purchase Ledger	Cleaning		60.00	
8	01/11/2025	MW001	Purchase Ledger	Cleaning		292.50	
9	09/12/2025	MW001	Purchase Ledger	Cleaning		270.00	
10	05/01/2026	MW001	Purchase Ledger	Cleaning		217.50	
11	26/01/2026	JHH001	Purchase Ledger	Cleaning		60.00	
11	02/02/2026	MW001	Purchase Ledger	INV1 26 STATION/MRS MARILYN WI		270.00	
12	26/02/2026	JHH001	Purchase Ledger	Cleaning		75.00	
12	01/03/2026	MW001	Purchase Ledger	INV2 FEB26 STATION/MRS MARILYN		270.50	
12	27/03/2026	JHH001	Purchase Ledger	Station cleaning		60.00	
12	31/03/2026	ABB001	Purchase Ledger	Invoice		146.08	
12	31/03/2026	196	Journal	Accrue Station Rd Cleaning		270.00	
		Account	Cleaning	Account Totals		4,371.85	255.00
		Centre	Station Centre	Net Balance Month 12		4,116.85	

A/c Code	4165	Sanitary services				Annual Budget	350
Centre	180	Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail		Debit	Credit
				Opening Balance		0.00	
11	31/01/2026	PHS001	Purchase Ledger	71925548/PHS Group		79.86	
		Account	Sanitary services	Account Totals		79.86	0.00
		Centre	Station Centre	Net Balance Month 12		79.86	

A/c Code	4190 Repairs & Maintenance				Annual Budget	10,000
Centre	180 Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
1	26/04/2025	JHH001	Purchase Ledger	Repairs April	156.27	
1	26/04/2025	JHH001	Purchase Ledger	Emergency checks	100.00	
2	14/05/2025	TS001	Purchase Ledger	Additional camera	351.76	
3	26/05/2025	JHH001	Purchase Ledger	Weekly checks	100.00	
3	03/06/2025	TS001	Purchase Ledger	Credit note		39.78
3	26/06/2025	JHH001	Purchase Ledger	Repairs	166.80	
5	30/06/2025	TS001	Purchase Ledger	Entrance camera fault	82.50	
5	26/07/2025	JHH001	Purchase Ledger	Weekly, monthly checks	100.00	
5	26/07/2025	JHH001	Purchase Ledger	Projector, light, lock, drawer	203.48	
5	31/07/2025	ABB001	Purchase Ledger	Key cutting	18.99	
5	26/08/2025	JHH001	Purchase Ledger	Repair desk Office 2	40.00	
5	26/08/2025	JHH001	Purchase Ledger	Weekly lighting/monthly test	120.00	
5	26/08/2025	JHH001	Purchase Ledger	Redecorate Office 2	504.90	
7	26/09/2025	JHH001	Purchase Ledger	Repairs	303.61	
7	26/09/2025	JHH001	Purchase Ledger	Weekly checks	120.00	
7	16/10/2025	DC	Cashbook	Table tennis net	20.64	
8	26/10/2025	JHH001	Purchase Ledger	Works at the station	475.82	
8	26/10/2025	JHH001	Purchase Ledger	Replace lock	125.89	
8	26/11/2025	JHH001	Purchase Ledger	Station	215.00	
8	26/11/2025	JHH001	Purchase Ledger	Station	1,046.60	
9	22/12/2025	TS001	Purchase Ledger	Annual Mtce	856.64	
10	26/12/2025	JHH001	Purchase Ledger	Damaged socket, EV signs, gutt	389.91	
11	26/01/2026	JHH001	Purchase Ledger	Weekly/monthly checks	100.00	
11	26/01/2026	JHH001	Purchase Ledger	Portacabin 1 - reseal door and	60.00	
11	26/01/2026	JHH001	Purchase Ledger	Repairs	806.84	
12	23/02/2026	TS001	Purchase Ledger	Replacement access control key	340.80	
12	26/02/2026	JHH001	Purchase Ledger	Repairs at Station hub	868.23	
12	26/02/2026	JHH001	Purchase Ledger	Portacabins	120.78	
12	02/03/2026	GNS001	Purchase Ledger	Service Bosch gas fired boiler	180.00	
12	27/03/2026	JHH001	Purchase Ledger	Water boiler	48.25	
Account Repairs & Maintenance					Account Totals	8,023.71
Centre Station Centre					Net Balance Month 12	7,983.93

A/c Code	4205 Consultancy				Annual Budget	0
Centre	180 Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
12	27/03/2026	COM001	Purchase Ledger	Pre design and concept design	3,000.00	

A/c Code	4205 Consultancy					
Centre	180 Station Centre					
<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
Account Consultancy					Account Totals	
					3,000.00	0.00
Centre Station Centre					Net Balance Month 12	3,000.00

A/c Code	4240 Safety Checks				Annual Budget	1,000
Centre	180 Station Centre				Committed	0
<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
Opening Balance					0.00	
3	26/06/2025	JHH001	Purchase Ledger	Weekly checks	120.00	
5	26/08/2025	JHH001	Purchase Ledger	Annual check of extinguishers	25.00	
8	26/10/2025	JHH001	Purchase Ledger	Emergency lighting checks	100.00	
12	26/02/2026	JHH001	Purchase Ledger	Emergency lighting and fire sa	120.00	
12	27/03/2026	JHH001	Purchase Ledger	Station checks	100.00	
Account Safety Checks					Account Totals	465.00
Centre Station Centre					Net Balance Month 12	465.00

A/c Code	4260 Telephone & Internet				Annual Budget	700
Centre	180 Station Centre				Committed	0
<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
Opening Balance					0.00	
1	02/04/2025	BT001	Purchase Ledger	April invoice	60.79	
2	02/05/2025	BT001	Purchase Ledger	May	60.79	
3	02/06/2025	BT001	Purchase Ledger	June 25	60.79	
4	03/07/2025	BT001	Purchase Ledger	Invoice July	60.79	
5	02/07/2025	BT001	Purchase Ledger	Broadband	60.79	
6	02/09/2025	BT001	Purchase Ledger	Monthly	60.79	
7	02/10/2025	BT001	Purchase Ledger	MO52 3T/BT	60.79	
8	05/11/2025	BT001	Purchase Ledger	MO53 7F/BT	60.79	
9	02/12/2025	BT001	Purchase Ledger	Broadband	60.79	
10	02/01/2026	BT001	Purchase Ledger	Broadband	60.79	
11	02/02/2026	BT001	Purchase Ledger	MO56 JB/BT	64.00	
12	02/03/2026	BT001	Purchase Ledger	MO57 NC/BT	70.79	
Account Telephone & Internet					Account Totals	742.69
Centre Station Centre					Net Balance Month 12	742.69

A/c Code	4281 Youth services				Annual Budget	45,000
Centre	180 Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
2	15/05/2025	SPA001	Purchase Ledger	Youth support 1 April-June 25	5,343.83	
4	21/07/2025	SPA001	Purchase Ledger	Youth support 1st July to Sept	6,328.80	
7	23/10/2025	SPA001	Purchase Ledger	1 Oct - Dec 25	8,544.96	
11	22/01/2026	SPA001	Purchase Ledger	Youth Work support 1 Jan-Mar26	8,544.96	
Account Youth services					Account Totals	28,762.55
Centre Station Centre					Net Balance Month 12	28,762.55

A/c Code	4290 Miscellaneous Expenditure				Annual Budget	2,000
Centre	180 Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
1	15/04/2025	DC	Cashbook	Paper towels	61.90	
1	24/04/2025	DC	Cashbook	Ultimate licence	14.99	
2	27/05/2025	DC	Cashbook	Microsoft Ultimate	14.99	
2	28/05/2025	DC	Cashbook	Swingball	33.33	
3	05/06/2025	DC	Cashbook	Bluetooth speaker	165.83	
3	05/06/2025	DC	Cashbook	Microphone	8.33	
3	24/06/2025	DC	Cashbook	Hub	14.99	
4	31/07/2025	DC	Cashbook	Games for Hub	24.99	
4	31/07/2025	DC	Cashbook	Games for Hub	24.99	
4	31/07/2025	DC	Cashbook	Games for Hub	16.74	
4	31/07/2025	DC	Cashbook	Games for Hub	9.99	
5	12/08/2025	181	Journal	REcode to Capital		5,781.80
6	12/08/2025	VOLT01	Purchase Ledger	EV chargers	5,781.80	
6	03/09/2025	SPA001	Purchase Ledger	SLA Resources	150.00	
7	08/10/2025	DC	Cashbook	Twin charging dock	14.99	
7	23/10/2025	DC	Cashbook	4 bar stools	103.90	
8	03/11/2025	DC	Cashbook	Sofa, coffee table	319.17	
8	21/11/2025	BACS	Cashbook	Party deposit	50.00	
9	17/12/2025	SPA001	Purchase Ledger	SLA resources	150.00	
10	26/12/2025	JHH001	Purchase Ledger	Emergency light/smoke detector	145.00	
10	13/01/2026	DC	Cashbook	Football	8.78	
11	20/02/2026	DC	Cashbook	Pool ball set	16.66	
12	30/03/2026	SPA001	Purchase Ledger	SLA resources	150.00	
12	31/03/2026	ABB001	Purchase Ledger	New kettle	26.99	
Account Miscellaneous Expenditure					Account Totals	7,308.36
Centre Station Centre					Net Balance Month 12	1,526.56

A/c Code	4460 Utilities Expenditure				Annual Budget	11,000
Centre	180 Station Centre				Committed	0
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
Opening Balance					0.00	
1	01/04/2025	159	Journal	Accrue Station Rd Gas		755.00
1	01/04/2025	159	Journal	Accrue Station Rd Electricity		620.00
1	09/04/2025	SSE	Purchase Ledger	Elec 1/3-31/3	634.90	
1	16/04/2025	EVER001	Purchase Ledger	May	59.22	
1	17/04/2025	SSE	Purchase Ledger	Gas 26/2-31/3	796.33	
2	08/05/2025	SSE	Purchase Ledger	Elec 1/4/25-30/4/25	513.73	
2	16/05/2025	SSE	Purchase Ledger	Gas April 25	612.85	
2	19/05/2025	EVER001	Purchase Ledger	16/6-15/7	51.38	
3	09/06/2025	SSE	Purchase Ledger	Elec May	291.48	
3	12/06/2025	BG001	Purchase Ledger	19 May to 12 June	256.41	
3	16/06/2025	EVER001	Purchase Ledger	Water	72.25	
4	08/07/2025	BG001	Purchase Ledger	2 June to 7 July 25	122.21	
4	16/07/2025	EVER001	Purchase Ledger	Water 16/8/25 - 15/9/25	79.37	
4	21/07/2025	BG001	Purchase Ledger	13 June to 13 July 25	311.42	
5	08/08/2025	BG001	Purchase Ledger	Gas 8 July - 7 August	45.01	
5	15/08/2025	EVER001	Purchase Ledger	4610022/EVERFLOW WATER	71.53	
6	19/08/2025	BG001	Purchase Ledger	July-Aug	305.30	
6	16/09/2025	EVER001	Purchase Ledger	4704662/EVERFLOW WATER	8.24	
6	19/09/2025	BG001	Purchase Ledger	Elec	308.23	
7	08/10/2025	BG001	Purchase Ledger	Gas	137.90	
7	16/10/2025	EVER001	Purchase Ledger	Invoice	64.42	
7	21/10/2025	BG001	Purchase Ledger	14 Sep- 13 Oct	311.57	
8	11/11/2025	BG001	Purchase Ledger	803922610/BRITISH GAS	374.81	
8	14/11/2025	BG001	Purchase Ledger	725811657/BRITISH GAS	360.68	
8	15/11/2025	EVER001	Purchase Ledger	Invoice	72.25	
9	09/12/2025	BG001	Purchase Ledger	8 Nov- 7Dec	635.30	
9	12/12/2025	EVER001	Purchase Ledger	Water	65.14	
10	08/01/2026	BG001	Purchase Ledger	811918315/BRITISH GAS	771.52	
10	16/01/2026	EVER001	Purchase Ledger	EF/EVERFLOW WATER	62.97	
11	10/02/2026	BG001	Purchase Ledger	8 Jan - 7 Feb 26	777.82	
11	16/02/2026	EVER001	Purchase Ledger	5194187/EVERFLOW WATER	27.26	
11	17/02/2026	BG001	Purchase Ledger	801105572/BRITISH GAS	545.53	
12	02/12/2025	BG001	Purchase Ledger	Credit note for cancelled bill		360.68
12	02/12/2025	BG001	Purchase Ledger	Credit note for cancelled invo		311.57
12	03/12/2025	BG001	Purchase Ledger	Revised bill	40.96	
12	03/12/2025	BG001	Purchase Ledger	Revised bill	28.24	
12	03/12/2025	BG001	Purchase Ledger	Revised invoice	45.22	
12	05/01/2026	BG001	Purchase Ledger	Electricity to 1 Jan 26	263.92	
12	10/03/2026	BG001	Purchase Ledger	810434355/BRITISH GAS	552.51	
12	16/03/2026	EVER001	Purchase Ledger	52994423/EVERFLOW WATER	65.47	
12	31/03/2026	196	Journal	Accrue Station Rd Gas	300.00	
12	31/03/2026	196	Journal	Accrue Station Rd Electricity	200.00	

A/c Code 4460 Utilities Expenditure

Centre 180 Station Centre

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
Account Utilities Expenditure					Account Totals	
					10,243.35	2,047.25
Centre Station Centre					Net Balance Month 12	8,196.10

A/c Code 4520 Rates and Council Tax

Annual Budget 3,250

Centre 180 Station Centre

Committed 0

<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
Opening Balance					0.00	
1	11/03/2025	EDDC	Purchase Ledger	Station	2,145.70	
1	28/04/2025	EDDC	Purchase Ledger	Portacabin 2	898.20	
1	28/04/2025	EDDC	Purchase Ledger	Portacabin 1	873.25	
Account Rates and Council Tax					Account Totals	
					3,917.15	0.00
Centre Station Centre					Net Balance Month 12	3,917.15

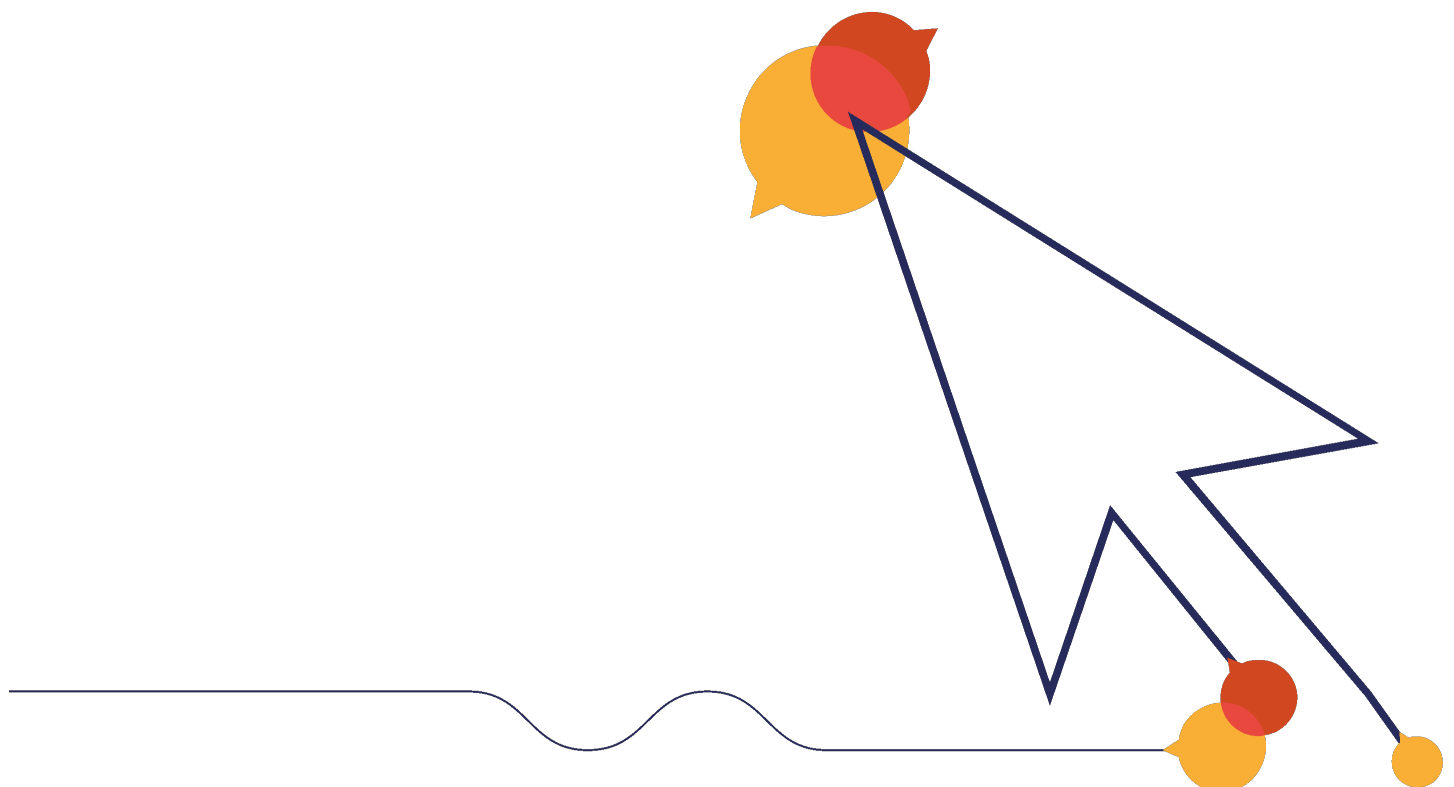
Safety Inspection Report

Annual Inspection

T6 - Ottery Skatepark

East Devon District Council

04 August 2026



Safety Inspection Report

Annual Inspection

Site name: **T6 - Ottery Skatepark**
Date of inspection: **04 August 2026**
Inspector: **Bill Slater**
w3w.co/lightbulb.kicks.chains



Litter Bins

Innate risk score:
 3

Description	Tasks	Risk score
No Findings		

Signage - Skate

Innate risk score:
 2

Description	Tasks	Risk score
No Findings		



Wheeled Sport - Quarter Pipe - 1500 mm (South End)

Innate risk score:

 13

Description	Tasks	Risk score
Item has corrosion.	Treat and repair.	 4

Wheeled Sport - Quarter Pipe - 1200 mm (South End)

Innate risk score:

 13

Description	Tasks	Risk score
Barriers of minimum height 1200 mm should be fitted.	No reasonably practicable action is identified.	 6
Safety zones should be free from any obstacles.	No reasonably practicable action is identified.	 4

Wheeled Sport - Flat Bank

Innate risk score:

 13

Description	Tasks	Risk score
Safety zones should be free from any obstacles.	No reasonably practicable action is identified.	 4
Item has corrosion.	Treat and repair.	 4

Wheeled Sport - Driveway

Innate risk score:

 13

Description	Tasks	Risk score
Item has corrosion.	Treat and repair.	 4

Wheeled Sport - Quarter Pipe - 800 mm

Innate risk score:

 13

Description	Tasks	Risk score
Safety zones should be free from any obstacles.	No reasonably practicable action is identified.	 4
Item has corrosion.	Treat and repair.	 4

Wheeled Sport - Quarter Pipe - 1200 mm (North End)

Innate risk score:

 13

Description	Tasks	Risk score
Barriers of minimum height 1200 mm should be fitted.	No reasonably practicable action is identified.	 6
Safety zones should be free from any obstacles.	No reasonably practicable action is identified.	 4

Wheeled Sport - Quarter Pipe - 1500 mm (North End)

Innate risk score:

 13

Description	Tasks	Risk score
Item has corrosion.	Treat and repair.	 4
Welds are cracked.	Repair.	 3

Wheeled Sport - Jump Box

Innate risk score:

 13

Description	Tasks	Risk score
Item has corrosion.	Treat and repair.	 4
Screw is missing.	Replace.	 3

How to read your report

The assets on site are categorised as **Ancillary Items** or **Play Items**, and listed under those headings.

Each item is listed in the style shown in the image below, which contains labels to aid interpretation as follows:

- 1) The name of the asset
- 2) The manufacturer of the asset, if known,
- 3) The innate or default risk score of the asset, assuming it has no faults and complies with standards,
- 4) The actual risk score of the asset at the time of inspection, being the highest of the finding risks or the innate risk,
- 5) A statement about whether the item complies with the appropriate standards, including the names of those standards,
- 6) Details about findings, if any, including what is wrong (Description), what to do about it (Tasks), notes to aid understanding (Notes), and photograph(s) of the issue.

Primary Items

Sample Asset Name

Manufactured by Manufacturer Name

asset image here

Innate risk level

Actual risk level

Risk level:

Low

Potential risk score reduction:

1

Remedial tasks:

1

Surface: Grass

Standards:

EN 1176-1:2017, EN 1176-2:2017
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Finding

Description

Item is rusting in places.

Tasks

Replace.

Note

Two of the frame washers are rusting.

Finding Photos

asset image here

asset image here

Risk level:

Low

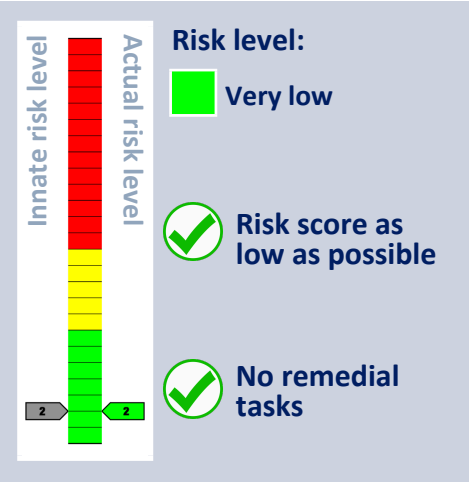
Risk score:

7

Inspection SI0000142594. Report produced on 16/12/2019 at 12:11:07

4

Signage - Skate



Litter Bins



Innate risk level

Actual risk level

3

3

Risk level:

Very low

✓

Risk score as low as possible

✓

No remedial tasks

Page 32 of 57

Inspection SI0000329674. Report produced on 10/08/2026 at 18:57:31

A2

Wheeled Sport - Quarter Pipe - 1500 mm (South End)

Manufactured by (Unknown)



Risk level:
High

Risk score as low as possible

Remedial tasks:
1



Standards:

EN 14974:2019

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Item has corrosion.

Tasks

Treat and repair.

Risk level:

Low

Risk score:

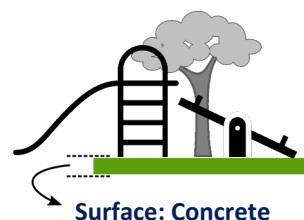
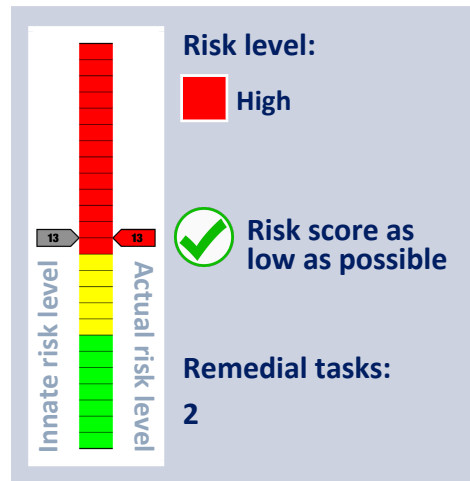
4

Finding Photos



Wheeled Sport - Quarter Pipe - 1200 mm (South End)

Manufactured by (Unknown)



Standards:



EN 14974:2019

Neither the equipment nor the surfacing are compliant with the requirements of the relevant standards for the following reasons:

Equipment Standard Compliance Findings

1. Barriers of minimum height 1200 mm should be fitted.

Surfacing Standard Compliance Findings

1. Safety zones should be free from any obstacles.

There are no maintenance findings for this item.

Standard Compliance Finding

Description

Barriers of minimum height 1200 mm should be fitted.

Tasks

No reasonably practicable action is identified.

Risk level:

 Low

Risk score:

 6

Finding Photos



Standard Compliance Finding

Description

Safety zones should be free from any obstacles.

Tasks

No reasonably practicable action is identified.

Note

Should be 2 m between ramps.

Risk level:

 Low

Risk score:

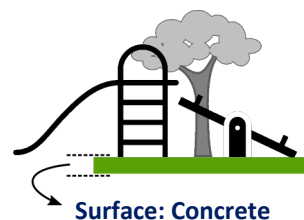
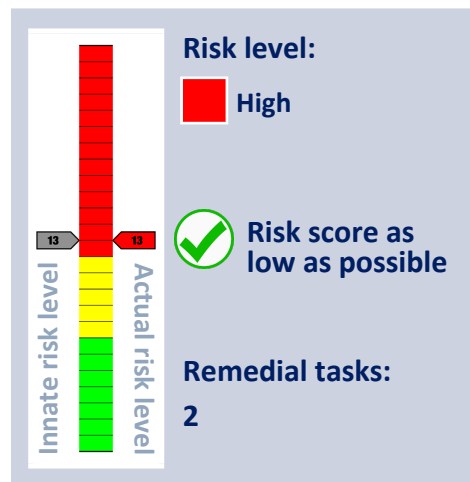
 4

Finding Photos



Wheeled Sport - Flat Bank

Manufactured by (Unknown)



Standards:



EN 14974:2019

The item complies with the requirements of the relevant standards. The surface does not comply with the requirements of the relevant standards for the following reasons:

Surfacing Standard Compliance Findings

1. Safety zones should be free from any obstacles.

The item has the following maintenance findings:

1. Item has corrosion.

Standard Compliance Finding

Description

Safety zones should be free from any obstacles.

Tasks

No reasonably practicable action is identified.

Note

Should be 2 m between ramps.

Risk level:
 Low

Risk score:
 4

Finding Photos



Maintenance Finding

Description

Item has corrosion.

Tasks

Treat and repair.

Risk level:
 Low

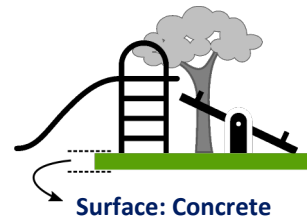
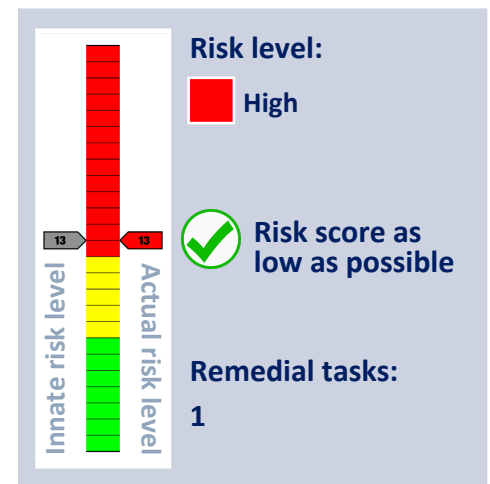
Risk score:
 4

Finding Photos



Wheeled Sport - Driveway

Manufactured by (Unknown)



Standards:



EN 14974:2019

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

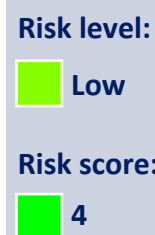
Maintenance Finding

Description

Item has corrosion.

Tasks

Treat and repair.



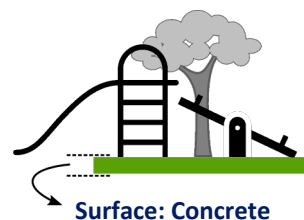
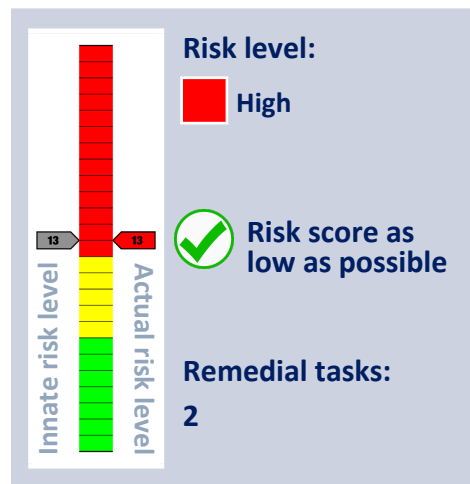
Finding Photos





Wheeled Sport - Quarter Pipe - 800 mm

Manufactured by (Unknown)



Standards:



EN 14974:2019

The item complies with the requirements of the relevant standards. The surface does not comply with the requirements of the relevant standards for the following reasons:

Surfacing Standard Compliance Findings

1. Safety zones should be free from any obstacles.

The item has the following maintenance findings:

1. Item has corrosion.

Standard Compliance Finding

Description

Safety zones should be free from any obstacles.

Tasks

No reasonably practicable action is identified.

Note

Should be 2 m between ramps.

Risk level:
 Low

Risk score:
 4

Finding Photos



Maintenance Finding

Description

Item has corrosion.

Tasks

Treat and repair.

Risk level:
 Low

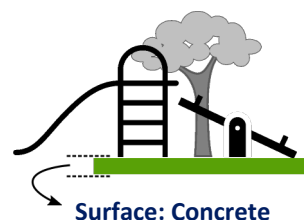
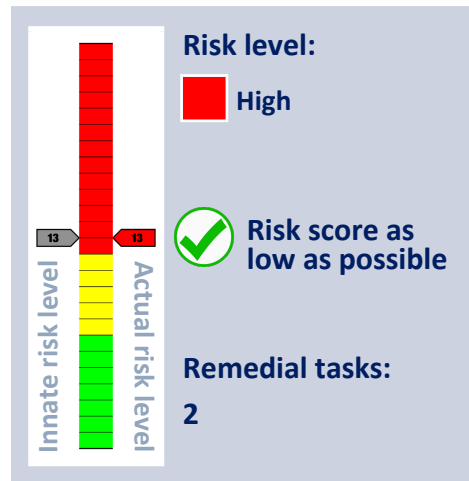
Risk score:
 4

Finding Photos



Wheeled Sport - Quarter Pipe - 1200 mm (North End)

Manufactured by (Unknown)



Standards:



EN 14974:2019

Neither the equipment nor the surfacing are compliant with the requirements of the relevant standards for the following reasons:

Equipment Standard Compliance Findings

1. Barriers of minimum height 1200 mm should be fitted.

Surfacing Standard Compliance Findings

1. Safety zones should be free from any obstacles.

There are no maintenance findings for this item.

Standard Compliance Finding

Description

Barriers of minimum height 1200 mm should be fitted.

Tasks

No reasonably practicable action is identified.

Risk level:

Low

Risk score:

6

Finding Photos



Standard Compliance Finding

Description

Safety zones should be free from any obstacles.

Tasks

No reasonably practicable action is identified.

Note

Should be 2 m between ramps.

Risk level:

Low

Risk score:

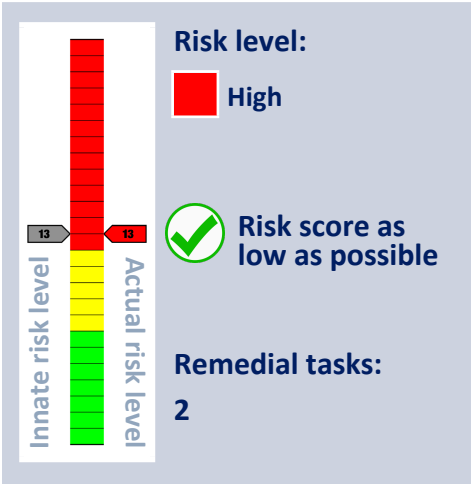
4

Finding Photos



Wheeled Sport - Quarter Pipe - 1500 mm (North End)

Manufactured by (Unknown)



Standards:

EN 14974:2019
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Item has corrosion.

Tasks

Treat and repair.



Finding Photos





Maintenance Finding

Description

Welds are cracked.

Tasks

Repair.

Note

Panel at back of ramp.

Risk level:

 Very low

Risk score:

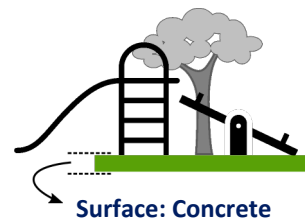
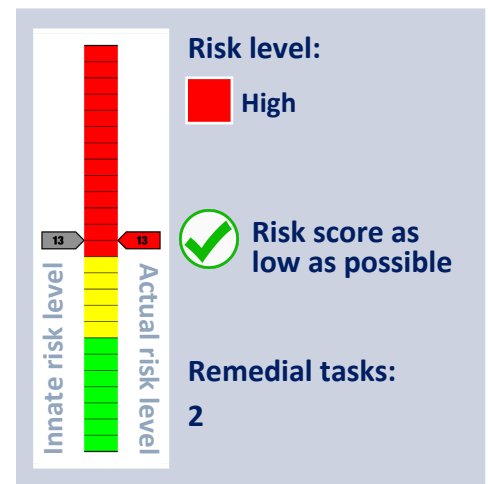
 3

Finding Photos



Wheeled Sport - Jump Box

Manufactured by (Unknown)



Standards:



EN 14974:2019

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Item has corrosion.

Tasks

Treat and repair.



Risk score:



Finding Photos



Maintenance Finding

Description

Screw is missing.

Tasks

Replace.

Note

Sheared/missing.

Risk level:

Very low

Risk score:

3

Finding Photos



General Notes

The risk scores are calculated by plotting the likelihood of harm against the severity of the injury sustained. The likelihood is given a score of 1 to 5, and the severity is given a score of 1 to 5. In doing this a matrix is produced which gives a numerical assessment of the risk on a score of 1 to 25, and a judgement is made as to which risks are low, which are medium and which are high. Risk scores may be adjusted in the light of experience and therefore may not be exactly as per the table. For example, a score of 7 may be noted.

Risks are calculated in this way:

1. An assessment of the likelihood of harm taking place is made using the numbers 1 to 5, by following these descriptions:
 - a. 1 = Rare
 - b. 2 = Unlikely
 - c. 3 = Moderate
 - d. 4 = Likely
 - e. 5 = Certain
2. An assessment of the severity of the injury sustained is made using the numbers 1 to 5, by following these descriptions:
 - a. 1 = Insignificant
 - b. 2 = Minor
 - c. 3 = Moderate
 - d. 4 = Major
 - e. 5 = Catastrophic
3. The two numbers are multiplied to give a risk score on a scale of 1 to 25.
4. Scores of 1 to 7 inclusive are considered to be low risk and are considered to be tolerable where this is the innate risk of the item, but where remedial works are identified these should be undertaken,
5. Scores of 8 to 12 are considered to be medium risk and some control measures may be identified to reduce the risks to low, tolerable levels,
6. Score of 13 and above are considered to be high risk and urgent action is considered to be necessary to reduce the risks to tolerable levels.

General Notes

It is important to note that where an outcome is catastrophic, but for which the likelihood is rare this will present a score of $1 \times 5 = 5$ = low risk. Similarly, a certain event for which the consequence is insignificant will present a score of $5 \times 1 = 5$ = low risk. It is important to consider likelihood and consequence, and not just one of the factors in isolation.

The multiplication of the factors into a risk matrix is given here in Table 1, with a judgement made as to risk scoring indicated by colour.

Green = LOW risk, Amber = MEDIUM risk, Red = HIGH risk.

Table 1 – Risk Score Matrix

L i k e l i h o o d	Severity					
		1 Insignifi- cant	2 Minor	3 Moderate	4 Major	5 Catastro- phic
	1 = Rare	1 LOW	2 LOW	3 LOW	4 LOW	5 LOW
	2 = Unlikely	2 LOW	4 LOW	6 LOW	8 MEDIUM	10 MEDIUM
	3 = Moderate	3 LOW	6 LOW	9 MEDIUM	12 MEDIUM	15 HIGH
	4 = Likely	4 LOW	8 MEDIUM	12 MEDIUM	16 HIGH	20 HIGH
	5 = Certain	5 LOW	10 MEDIUM	15 HIGH	20 HIGH	25 HIGH

General Notes

Inspection Scope

The inspections are undertaken using the RPII's inspection scope.

Compliance with Standards

Inspections are undertaken with reference to the appropriate standards, which are listed next to each item. Compliance with these standards is not mandatory in law, but it is useful to know whether items comply or not. If we think a change is needed, then this is noted in our report. Non-compliance does not necessarily mean that a change is needed. Where a standard is undated the current version is applied, unless overlap periods are allowed by the standards committee at the time of update. The information provided herein is to assist the owner/operator to fulfil its responsibilities as detailed in the relevant standards. Other standards referenced within the listed standards do not form part of this inspection, unless they are also explicitly listed here.

The listed standards are relevant to all installations of equipment which are publicly accessible, including public parks, pay to play parks, schools, nurseries, public houses, holiday parks, indoor play centres, farm parks and the like. All equipment used in publicly accessible areas should meet with the requirements of the relevant listed standard.

Additionally, EN 1176-7 provides guidance on installation, inspection, maintenance and operation to owners/operators of equipment and ancillary items. In the United Kingdom the National Foreword forms an important part to the understanding and implementation of the recommendations set out in EN 1176-7. It clarifies the application of the document within the UK as best practice guidance, as the document has been used since its initial publication. Therefore the EN 1176-7 contains no requirement in the UK and needs to be read and implemented as guidance, with the use of the terms 'shall' therefore becoming a recommendation, as in the term 'should'.

Domestic equipment falls outside the scope of standards for publicly accessible spaces. Domestic play equipment has its own standard (BS EN 71 – Safety of Toys). Where domestic equipment can be identified this will be acknowledged in the report, but compliance may be assessed to the applicable standard relating to publicly accessible equipment.

When water play items, including spray parks, are inspected any comments concerning compliance within the inspection will refer to EN 1176. We have not assessed these against the requirements of EN 17232 (Water play equipment and features).

Compliance with standards is not always a clear-cut thing. Some interpretation can be needed, and our interpretation may differ from the interpretation of others. In some cases, we may decide not to note non-compliance in cases where we think it may mislead or be unhelpful so to do.

General Notes

What We Inspect

Annual and Post Installation inspections will take into consideration compliance with current standards and defects related to wear and vandalism. Items not listed in the report have not been included in the inspection. The inspection will cover the playground equipment and the active area (that area which is obviously part of the playground), nominally up to 3.0 metres around, the fence line if closer, or other areas as agreed.

Operational inspections only take into consideration defects related to cleanliness, equipment ground clearances, ground surface finishes, exposed foundations, sharp edges, missing parts, excessive wear (of moving parts), structural integrity, wear and vandalism. Routine visual inspections (if undertaken) relate only to the most obvious defects such as broken or missing parts, vandalism and issues created by severe weather conditions (the intention is to identify hazards created by storm damage).

The inspection is non-dismantling, non-destructive and does not include any structural, toxicology or impact assessments defined in the standard; however, the inspector will undertake a manual test for stability and if equipment fails under manual load, or any other hazard is identified as an unacceptable risk, the owner/operator will be notified as soon as practicably possible.

The inspector will access all reasonably accessible equipment and will assess all reasonably accessible parts above the standing surface. Where it is not possible to access parts of the equipment without employing an alternative means of access the report will record the action required by the owner/operator to ensure the continued safe use of the equipment. Ancillary equipment will be assessed using the inspector's knowledge and experience of the standards named in this document to ensure as far as is reasonably practicable the continued safe use of the items concerned. The owner/operator is responsible for the overall safety of the equipment and area. Inspectors who are trained to use ladders may use them where it is safe to do so, but if members of the public are present on site ladders may not be used to access the equipment.

What We Don't Inspect

The inspector will not undertake any of the following works unless specifically agreed in writing at the time of order:

Checking the depth and underlying structural integrity of any surface areas and/or carrying out any testing of impact absorbing properties of any surfaces. The identification of any corrosion, rot or other deterioration in any apparatus or equipment other than by an external inspection or the inspection of any equipment (or part thereof) that is underground or beneath the playing surface. Tightening any bolts, hinges or other fixing devices on any apparatus or equipment. Assessing or inspecting any electrical installations contained on any site and/or apparatus and/or equipment. Assessing or inspecting any water supplies and/or water features and/or any associated computerised systems (including carrying out any programming).

General Notes

The owner/operator should have a 'design risk assessment' provided by the manufacturer/designer of the area for the equipment and location in which the facility is installed.

We have inspected without dismantling or destruction and so some aspects of the relevant standards may not be testable on site.

The operator is responsible for managing risks of their provision and is required by law to carry out a 'suitable and sufficient assessment' of the risks associated with a site or activity and this inspection shall be considered as contributing to the operator's discharge of this responsibility.

Exposure to Risk

Exposure to acceptable levels of risk and challenge is essential to children's development and allows them to exercise their right to play. Therefore, it can be judged that levels of risk above low risk can be acceptable. The risk scores shown allow the operator to make a judgement after first considering the benefit of the activity to which the risk score relates.

Ownership

There may be cases where we report issues that are not the site owner's responsibility. It is not necessarily possible for us to determine who owns what, and in any case we need to bring all risks to your attention if they can affect the safety of the site's users.

Contemporaneous Findings

Our report shows the findings at the time of inspection. Subsequent events may affect the condition of the site. Suggested remedial actions are based upon our knowledge and experience. The owner/operator should seek the advice of the manufacturer or a competent person when undertaking repairs and/or modifications to equipment.

Timber

Where timbers are set into the ground it is not always possible to determine levels of decay. The owner/operator should ensure it conducts appropriate inspections to identify decay before it becomes a problem.

We can undertake more in-depth testing of your playground timbers using resistance penetration.

Timber is known to decay from the inside out. This makes it very important that you ensure proper testing and inspection is undertaken of your playground timbers, especially where defects may be hidden inside the structures. Testing using resistance penetration can help to identify defects before they become outwardly apparent, but can also confirm the condition of good timbers to prevent premature replacement with its associated costs. The testing is undertaken using a specialist machine, which uses electronically controlled drill resistance measurement. The drill is fine enough that it does not cause permanent damage to reduce the lifespan of the equipment.

Please contact us for pricing and further information.

Planting and Trees

Where planting or trees are mentioned in our report, please be advised that we do not undertake any arboricultural, horticultural or toxicological assessment of suitability or condition. You must ensure you undertake suitable inspections from an appropriate expert.

How This Inspection Contributes to Your Annual Main Inspection

The owner/operator is responsible for following the guidance of the relevant standards. The standards give guidance on the installation, inspection, maintenance and operation of the various types of facility. The inspection guidance is listed in Table 1, with an indication of which parts will be included in your RoSPA inspection [the items in the first column are the items which comprise an “Annual Main Inspection”, the second column shows which elements form part of a RoSPA inspection, items with a cross are not included, some items may have limitations as shown in the notes to the Table 1). The standards also contain additional parts which the owner/operator should follow.

Table 1

Inspection Recommendations of relevant standards These form the Annual Main Inspection	Included in RoSPA Inspection?
6.1 d) Overall levels of safety of equipment (see note 1)	✓ [1]
6.1 d) Overall levels of safety of foundations (see note 1)	✓ [1]
6.2 d) Overall levels of safety of playing surfaces (see note 2)	✓ [2]
6.1 d) Compliance with the relevant parts of the standard and or risk assessment (see note 3)	✓ [3]
6.1 d) Effects of weather	✓
6.1 d) Presence of rot, decay or corrosion (see note 1)	✓ [1]
6.1 d) Assessment of repairs made or added or replaced components (see note 4)	✓ [4]
6.1 d) Excavation or dismantling/additional measures	✗
6.2.1 Assessment of glass reinforced plastics (see note 5)	✓ [5]
6.2.1 Inspection of one post equipment (see note 1)	✓ [1]
6.2.4 Undertaking the Operators inspection protocol	✓
6.2 c) Presence of rot or corrosion (see note 2)	✓ [2]
6.2 c) Assessment of repairs made/added or replaced components (see note 5)	✗
N.B. The clause numbers above are taken from BS EN 1176-7:2020. The content is equally applicable to all other relevant standards. Playgrounds contains a range of equipment from different manufacturers and installed over a number of years; operators should implement any guidance provided by the manufacturer. Item specific detail is not readily available to RPII Playground Inspectors, whose report contributes to the operator's overall Annual Main Inspection as details in the relevant standard. Notes [1] A manual test only is undertaken for stability. Wear and instability are only detectable where readily apparent without dismantling or destruction and without the use of tools, excavation or specialist equipment. Rot and corrosion are tested for with a hammer and/or steel rod. Decay in timber may exist which can only be found with specialist equipment. We therefore cannot be held responsible for the presence of such decay. [2] Only the visible condition and dimensional compliance of surface extent is considered. Neither testing of impact attenuating properties nor measurement of the thickness of bound surfaces are undertaken on annual inspections. We can conduct impact testing for additional fees. [3] The inspection assesses compliance where this can be tested on site using manual methods without dismantling, destruction and without the use of tools or specialist equipment [4] The operator should use manufacturer's recommended parts, or equivalent. We are unable to verify if such parts have been used, and any subsequent change in quality or performance [5] Visible glass fibres will be noted in reports. The operator is responsible for repairs or replacement.	

EN 14974 Notes – Summary of Requirements

General

No substances hazardous to health shall be present. Timber to be protected against rotting. Metals to be weather resistant. Skateparks to be separated from playgrounds. All external accessible edges rounded off (min. 3mm radius) No gaps exceeding 5 mm between ramps and the ground. Structures shall be firmly fixed to prevent displacement. All tube ends shall be blanked off.

There shall be no stairs or ladders to platforms. Free fall height shall not exceed 1500 mm, except where otherwise allowed. The ground shall be correctly level.

Rolling Surfaces

Rolling surfaces shall be even and closed. Mounting parts shall not project. Differences in height (e.g. due to misalignment of edges) shall not exceed the thickness of the material and shall not exceed 3 mm. Laminate materials shall not delaminate. Width of joints shall not exceed 5 mm. Surfaces shall be free draining.

Grinding surfaces

Shall be wear resistant.

Barriers

Shall be at least 1200 mm high. No horizontal openings greater than 89 mm. Shall not induce anyone to climb. The distance between the underside of the barrier and the top of the platform shall not exceed 60 mm. Barrier ends must be rounded off or chamfered.

Copings

Minimum diameter of 40 mm. Ends shall be sealed. Multiple piece construction – there shall be no gaps or change of levels. Pool copings can have gaps up to 5 mm wide, but they must be level. Copings in parallel must not have a gap between them > 8 mm. Coping projection shall be between 5 mm and 20 mm (upwards and forwards), except pool copings which can differ.

Kerbs & Ledges

Adjacent rolling surfaces shall be at least 1200 mm wide. The side faces and structure below the grinding surface shall be closed. Safety zone is at least 2000mm.

Rails

Height maximum 1000 mm. Square or rectangular rails width and height minimum is 40 mm. Square rail free ends width minimum is 60 mm. Rectangular rail free end minimum is 50 mm wide and 60 mm high. Circular rail diameter minimum is 40 mm. Circular rail free ends diameter minimum is 60 mm. All rail ends shall be sealed. End edges shall be rounded 3 mm minimum. Ground plates shall not stick out more than 100 mm.

Jump Ramps

Maximum height 1000 mm. Minimum width 1200 mm. Minimum radius (if applicable) 1800 mm. Maximum bank inclination (if applicable) 40 degrees. Safety zone is at least 2000mm to sides and front, and at least 5000mm beyond the jump.

Platform Bank (Flat Bank)

Where height is ≤ 1000 mm no barrier is needed. See table for dimensions:

A bank higher than 1000 mm without a platform shall have a barrier. Safety zone is at least 2000mm.

Height (mm)	Width (mm)	Platform depth (mm)
≤ 1000	Min. 1200	Min. 1200
> 1000 to 1500	Min 2400	
> 1500 to 3000	Min 3600	

Platform Transition (Quarter Pipe)

Where height is ≤ 1000 mm no barrier is needed. See table for dimensions:

Copings must meet the requirements for copings. Safety zone is at least 2000mm.

Height (mm)	Width (mm)	Platform depth (mm)	Radius (mm)
≤ 1000	Min. 1200	Min. 1200	Min 1800
> 1000 to 1500	Min 2400		
> 1500 to 3000	Min 3600		

Spine Ramp

See table for dimensions:

Ridge shall be minimum of 40 mm and maximum of 140 mm wide (except for spines consisting of two flat banks) Copings must meet the requirements for copings. Safety zone is at least 2000mm.

Height (mm)	Width (mm)	Radius of transitions	Angle of bank
≤ 1000	Min. 1200	Min. 1800	Max 40 degrees
> 1000 to 1250	Min 2400		
> 1250 to 1500	Min 3600		

Wall Ramp

See table for dimensions:

Safety zone is at least 2000mm.

Structure	Radius (r) mm	Width mm	Height (wall) mm	Height (ramp) mm
Wall ramp with transition	Min 1000 Max 2000	Min 2400	Min 2000	R $\pm$ 5%
	> 2000 to 3000	Min 3600	$\geq$ radius	
Wall ramp with bank	-	Min 2400	Min 1500	Max 1500
		Min 3600		Min 1500 Max 2500

Pyramid Bank

Height shall not exceed 1500mm. Length of upper quadrilateral edge shall be at least 100mm. Fully sided pyramids do not have height limitations. All surfaces must be closed. Safety zone is at least 2000mm.

Stair

Vertical sections must be closed. Grind rails and kerbs shall not be installed over stairs higher than 1000mm. Safety zone is at least 2000mm.

Pipe

Has a platform at each end. Platforms shall only be accessible via the rolling surface (i.e. no steps or climbing holds) Platforms shall have barriers. Copings must be fitted. Safety zone is at least 2000mm

Fun Box

Where the fun box is fully sided with rolling surfaces there are no height restrictions. If the fun box is accessible from at least three sides any rails shall project no more than 300mm into the table. Distance between the ends of the rail and the opposite table edge shall be at least 1200mm. Distance between rails/kerbs/ledges etc. shall be at least 1500mm. Any vertical surfaces of open corners shall be closed. Safety zone is at least 2000mm.

Safety Zones

Shall be clear of obstacles.

Marking

Structure should be marked with (at least):

- Name of manufacturer
- Year of manufacture
- Number and date of the standard (EN 14974:2019)





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