MINUTES OF NETHER STOWEY PARISH COUNCIL MEETING HELD ON MONDAY 26 SEPTEMBER 2022 AT 7.00pm AT ST MARYS CHURCH CENTRE

Present: Parish Councillors John Roberts (Chairman)

Penny Everett Kevin Ferriday Margaret Hogg Barbie Rich

In Attendance: Caro Slaymaker (Parish Clerk)

Cllr Brian Bolt (Somerset County Council) Cllr Julie Pay (Sedgemoor District Council)

Two members of the public

Note: this meeting was held in lieu of the scheduled meeting of 12 September, following the death of HM The Queen.

5822 Apologies

Cllr Falla and Cllr Jeanes had sent apologies owing to illness. Their absences were approved.

5823 Declarations of Interest

Cllr Rich declared an interest as the Parish Council's representative to Nether Stowey Village Hall and Recreation Ground Committee.

5824 Public Session

Rev Nicki Bradford gave an update on ideas the Church were considering for the winter to help residents facing the cost of living crisis. She was finding out what was on offer elsewhere so that their activities did not duplicate or coincide. So far they were considering a Wednesday afternoon after school group, with, possibly, tea. She asked Parish Councillors to let her know if they heard of any plans. She would be co-ordinating with other groups. The Library were, for example, offering a warm haven with no obligation to borrow books or be quiet, and anyone would be welcome at any time. Cllr Ferriday said the Library had also been discussing plans.

5825 Minutes of Previous Meeting

The Minutes of the Parish Council meeting held on 11 July were **approved** as a true record and signed by the Chairman.

5826 District and County Liaison

Cllr Pay had chaired a special meeting of the Audit and Standards Committee to sign off the accounts for 2020/2021. The deadline for signing off the accounts for the following year (2021/2022) was 30 November.

Cllr Bolt passed on Cllr Caswell's apologies, as he was at a meeting elsewhere. Cllr Bolt had attended a meeting earlier in the day about the HPC Worker Uplift plans, discussing local impacts. New chevron boards and edge markers would be put in on the A39 near Swang Farm.

The Chairman confirmed that the out-of-date blue sign at the entrance to the village had finally been removed, and thanked Cllr Bolt for his help in this matter. Also for help with the new bus stop parking sign – though it was noted that the old one had not been removed. It was agreed that the Chairman would do this.

There was then a detailed discussion about the introduction of the Unitary Council and Local Community Networks and the likely impact on Parish Council budgets.

Cllr Bolt left the meeting at 7.30 pm

5827 Bellcote Refurbishment

The scaffolding had been erected during the weekend of 10/11 September and the weathervane cockerel removed. The contractor had started work on 13 September. They were waiting for the timber to be delivered so that the main work on the reconstruction of the panels could begin. In the meantime, the contractor had started on other aspects of the refurbishment.

5828 Play equipment update

There had not been many comments of the proposed climbing frame equipment, and a lack of support would make it more difficult to bid successfully for grants, without which the project could not be taken further Cllr Ferriday and Cllr Roberts were investigating other sources of grants. Cllr Rich suggested another possible fund.

5829 Council Tax Reduction Scheme

It was **agreed** that the proposed scheme looked acceptable, and that the Council had no comments to send.

5830 Grants

Stowey Green Spaces Group: Mr Brierley, as Chairman of Stowey Green Spaces spoke on behalf of the Group. They intended to resume meetings in the Portakabin that would be open to all and were asking funds to cover this as well as public liability insurance. The Chairman thanked SGSG for all the work they did around the village. It was agreed to award the full grant requested (unanimous).

<u>Somewhere House</u>: It was **agreed** that Somewhere House had not provided evidence of any work in the parish or support for local residents, and that a grant should not be awarded (unanimous).

5831 Planning Applications

a) Planning Ref: 36/22/00018 – The Clock House, St Mary Street, Nether Stowey Proposal: Works to trees in a Conservation Area

Response: Support – the work on the yew tree was essential to the well-being of the adjacent Clock Tower.

b) Planning Ref: 36/22/00014/15 – Stowey Court, Nether Stowey

Proposal: Erection of detached stables

Response: No objection, comment – The Parish Council have noted the remarks sent by a local resident concerning the formal gardens on site, and have passed these on to the Conservation Officer.

5832 External Audit

The External Audit report was **noted**.

5833 Financial Management

- a) The Budget Report for the year to 23 September was **noted**. A copy of the report is appended to these minutes.
- b) Expenditure incurred since 11 July:

| Date | Payee Name | Cheque | Amount | Transaction Details |
|---------|--------------------|-----------|----------|---------------------------------------|
| 20 July | Staff payroll | 122517-20 | 2,106.77 | Staff payroll July |
| 25 July | BT Business | DDR | 47.94 | Office Phone/broadband (bill 25 July) |
| 1 Aug | E Martin Computers | 122521 | 18.00 | Repair e-mail system |
| 1 Aug | EDF Energy | DDR | 22.00 | Public toilets electricity (Aug) |
| 1 Aug | Edward Martin | DDR | 28.34 | Website maintenance contract (Aug) |
| 3 Aug | EDF Energy | DDR | 183.00 | Office electricity (Aug) |

| 3 Aug EDF Energy DDR 9.00 Clock Tower electricity (Aug) 3 Aug C&M Plumbing 122522 82.23 Replace tap in office 5 Aug Clarity Copiers 122523 31.15 Printing charges May-July 8 Aug J&J Plastics (via card 11.50 RAL Colour chart (for Clock Tower) 10 Aug Sedgemoor DC DDR 25.00 Office rates 11 Aug Zoom card 14.39 Zoom subscription (Aug) 14 Aug Microsoft OneDrive card 4.56 Microsoft OneDrive (Aug) 15 Aug P J Addicort SO 350.00 Office rent (15 Aug) 15 Aug Santander DDR 1.90 Bank charges a/c 3 (July transactions) 22 Aug Somerset ALC 122524 125.00 Code of Conduct training 22 Aug Somerset ALC 122524 125.00 Code of Conduct training 22 Aug Somerset ALC 122531 383.96 SALC Affiliation Fee 2022/23 22 Aug GWB Services Ltd 122531 3676 | Date | Payee Name | Cheque | Amount | Transaction Details |
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| Edward Martin 122533 21.00 Mailbox renewal fee (clerk@) 6 Sept PKF Littlejohn LLP 122535 360.00 External Audit fee, account 2021/22 7 Sept PA Maddern (Amazon) 6 Sept HSD Online 6 Sept E Martin Computers 122536 60.00 Website SSL repair 10 Sept Sedgemoor DC 6 DDR 10 Sept Sedgemoor DC 7 DDR 10 Sept Sedgemoor DC 11 Sept Zoom 12 Sept Microsoft OneDrive 12 Sept Microsoft OneDrive 13 Sept Rawlins Paints 14 Sept Rawlins Paints 15 Sept P J Addicott 16 Sept Screwfix Direct Ltd 17 Sept Sedgemoor DC 18 Sept Screwfix Direct Ltd 19 Sept Sedgemoor DC 20 Sept Staff payroll 21 Sept Sept Santander 20 Sept Amazon 21 Sept Santander 21 Sept Santander 22 Sept Staff payroll 23 Sept Staff payroll 24 Sept Santander Cash 25 Sept Staff payroll Sept 26 Sept Staff payroll Sept 27 Sept Santander Cash 28 Sept Staff payroll Sept 29 Sept Amazon 20 Sept Amazon 20 Sept Amazon 20 Sept Staff payroll Sept 20 Sept Staff payroll Sept 20 Sept Amazon 21 Sept Santander Cash 21 Sept Santander Cash 21 Sept Staff payroll Sept 22 Sept Staff payroll Sept 23 Sept Staff payroll Sept | 3 Sept | EDF Energy | DDR | 183.00 | Office electricity (Sept) |
| 6 Sept PKF Littlejohn LLP 122535 360.00 External Audit fee, account 2021/22 7 Sept PA Maddern (Amazon) card 5.87 Milk punnets for meetings 8 Sept HSD Online card 35.99 Bulk toilet rolls 9 Sept E Martin Computers 122536 60.00 Website SSL repair 10 Sept Sedgemoor DC DDR 53.00 Cemetery rates (Sept) 10 Sept Sedgemoor DC DDR 225.00 Office rates (Sept) 11 Sept Zoom card 14.39 Zoom subscription (Sept) 14 Sept Microsoft OneDrive card 4.56 Microsoft OneDrive (Sept) 14 Sept Rawlins Paints card 157.30 Paints for bellcote 15 Sept P J Addicott SO 350.00 Office rent (15 Sept) 15 Sept Santander DDR 1.05 Bank charges a/c 3 August transactions 16 Sept Screwfix Direct Ltd card 40.46 Materials for bellcote refurbishment 20 Sept Staff payroll 122537-40 2,106.77 Staff payroll Sept 20 Sept Amazon cash 3.89 Photo frame (condolence table) | 3 Sept | EDF Energy | DDR | 9.00 | Clock Tower electricity (Sept) |
| 7 Sept PA Maddern (Amazon) card 5.87 Milk punnets for meetings 8 Sept HSD Online card 35.99 Bulk toilet rolls 9 Sept E Martin Computers 122536 60.00 Website SSL repair 10 Sept Sedgemoor DC DDR 53.00 Cemetery rates (Sept) 10 Sept Sedgemoor DC DDR 225.00 Office rates (Sept) 11 Sept Zoom card 14.39 Zoom subscription (Sept) 14 Sept Microsoft OneDrive card 4.56 Microsoft OneDrive (Sept) 14 Sept Rawlins Paints card 157.30 Paints for bellcote 15 Sept P J Addicott SO 350.00 Office rent (15 Sept) 15 Sept Santander DDR 1.05 Bank charges a/c 3 August transactions 16 Sept Screwfix Direct Ltd card 40.46 Materials for bellcote refurbishment 20 Sept Staff payroll 122537-40 2,106.77 Staff payroll Sept 20 Sept Amazon cash 3.89 Photo frame (condolence table) | 5 Sept | Edward Martin | 122533 | 21.00 | Mailbox renewal fee (clerk@) |
| 8 Sept HSD Online card 35.99 Bulk toilet rolls 9 Sept E Martin Computers 122536 60.00 Website SSL repair 10 Sept Sedgemoor DC DDR 53.00 Cemetery rates (Sept) 10 Sept Sedgemoor DC DDR 225.00 Office rates (Sept) 11 Sept Zoom card 14.39 Zoom subscription (Sept) 14 Sept Microsoft OneDrive card 4.56 Microsoft OneDrive (Sept) 14 Sept Rawlins Paints card 157.30 Paints for bellcote 15 Sept P J Addicott SO 350.00 Office rent (15 Sept) 15 Sept Santander DDR 1.05 Bank charges a/c 3 August transactions 16 Sept Screwfix Direct Ltd card 40.46 Materials for bellcote refurbishment 20 Sept Staff payroll 122537-40 2,106.77 Staff payroll Sept 20 Sept Amazon cash 3.89 Photo frame (condolence table) | 6 Sept | PKF Littlejohn LLP | 122535 | 360.00 | External Audit fee, account 2021/22 |
| 9 Sept E Martin Computers 122536 60.00 Website SSL repair 10 Sept Sedgemoor DC DDR 53.00 Cemetery rates (Sept) 10 Sept Sedgemoor DC DDR 225.00 Office rates (Sept) 11 Sept Zoom card 14.39 Zoom subscription (Sept) 14 Sept Microsoft OneDrive card 4.56 Microsoft OneDrive (Sept) 14 Sept Rawlins Paints card 157.30 Paints for bellcote 15 Sept P J Addicott SO 350.00 Office rent (15 Sept) 15 Sept Santander DDR 1.05 Bank charges a/c 3 August transactions 16 Sept Screwfix Direct Ltd card 40.46 Materials for bellcote refurbishment 20 Sept Staff payroll 122537-40 2,106.77 Staff payroll Sept 20 Sept Amazon cash 3.89 Photo frame (condolence table) | 7 Sept | PA Maddern (Amazon |) card | 5.87 | Milk punnets for meetings |
| 10 Sept Sedgemoor DC DDR 53.00 Cemetery rates (Sept) 10 Sept Sedgemoor DC DDR 225.00 Office rates (Sept) 11 Sept Zoom card 14.39 Zoom subscription (Sept) 14 Sept Microsoft OneDrive card 4.56 Microsoft OneDrive (Sept) 14 Sept Rawlins Paints card 157.30 Paints for bellcote 15 Sept P J Addicott SO 350.00 Office rent (15 Sept) 15 Sept Santander DDR 1.05 Bank charges a/c 3 August transactions 16 Sept Screwfix Direct Ltd card 40.46 Materials for bellcote refurbishment 20 Sept Staff payroll 122537-40 2,106.77 Staff payroll Sept 20 Sept Amazon cash 3.89 Photo frame (condolence table) | 8 Sept | HSD Online | card | 35.99 | Bulk toilet rolls |
| 10 Sept Sedgemoor DC DDR 225.00 Office rates (Sept) 11 Sept Zoom card 14.39 Zoom subscription (Sept) 14 Sept Microsoft OneDrive card 4.56 Microsoft OneDrive (Sept) 14 Sept Rawlins Paints card 157.30 Paints for bellcote 15 Sept P J Addicott SO 350.00 Office rent (15 Sept) 15 Sept Santander DDR 1.05 Bank charges a/c 3 August transactions 16 Sept Screwfix Direct Ltd card 40.46 Materials for bellcote refurbishment 20 Sept Staff payroll 122537-40 2,106.77 Staff payroll Sept 20 Sept Amazon cash 3.89 Photo frame (condolence table) | 9 Sept | E Martin Computers | 122536 | 60.00 | Website SSL repair |
| 11 SeptZoomCard14.39Zoom subscription (Sept)14 SeptMicrosoft OneDriveCard4.56Microsoft OneDrive (Sept)14 SeptRawlins PaintsCard157.30Paints for bellcote15 SeptP J AddicottSO350.00Office rent (15 Sept)15 SeptSantanderDDR1.05Bank charges a/c 3 August transactions16 SeptScrewfix Direct LtdCard40.46Materials for bellcote refurbishment20 SeptStaff payroll122537-402,106.77Staff payroll Sept20 SeptAmazonCash3.89Photo frame (condolence table) | 10 Sept | Sedgemoor DC | DDR | 53.00 | Cemetery rates (Sept) |
| 14 SeptMicrosoft OneDrivecard4.56Microsoft OneDrive (Sept)14 SeptRawlins Paintscard157.30Paints for bellcote15 SeptP J AddicottSO350.00Office rent (15 Sept)15 SeptSantanderDDR1.05Bank charges a/c 3 August transactions16 SeptScrewfix Direct Ltdcard40.46Materials for bellcote refurbishment20 SeptStaff payroll122537-402,106.77Staff payroll Sept20 SeptAmazoncash3.89Photo frame (condolence table) | 10 Sept | Sedgemoor DC | DDR | 225.00 | Office rates (Sept) |
| 14 SeptRawlins Paintscard157.30Paints for bellcote15 SeptP J AddicottSO350.00Office rent (15 Sept)15 SeptSantanderDDR1.05Bank charges a/c 3 August transactions16 SeptScrewfix Direct Ltdcard40.46Materials for bellcote refurbishment20 SeptStaff payroll122537-402,106.77Staff payroll Sept20 SeptAmazoncash3.89Photo frame (condolence table) | 11 Sept | Zoom | card | 14.39 | Zoom subscription (Sept) |
| 15 Sept P J Addicott SO 350.00 Office rent (15 Sept) 15 Sept Santander DDR 1.05 Bank charges a/c 3 August transactions 16 Sept Screwfix Direct Ltd card 40.46 Materials for bellcote refurbishment 20 Sept Staff payroll 122537-40 2,106.77 Staff payroll Sept 20 Sept Amazon cash 3.89 Photo frame (condolence table) | 14 Sept | Microsoft OneDrive | card | 4.56 | Microsoft OneDrive (Sept) |
| 15 Sept Santander DDR 1.05 Bank charges a/c 3 August transactions 16 Sept Screwfix Direct Ltd card 40.46 Materials for bellcote refurbishment 20 Sept Staff payroll 122537-40 2,106.77 Staff payroll Sept 20 Sept Amazon cash 3.89 Photo frame (condolence table) | 14 Sept | Rawlins Paints | card | 157.30 | Paints for bellcote |
| 16 Sept Screwfix Direct Ltdcard40.46Materials for bellcote refurbishment20 Sept Staff payroll122537-402,106.77Staff payroll Sept20 Sept Amazoncash3.89Photo frame (condolence table) | 15 Sept | P J Addicott | SO | 350.00 | Office rent (15 Sept) |
| 20 Sept Staff payroll 122537-40 2,106.77 Staff payroll Sept 20 Sept Amazon cash 3.89 Photo frame (condolence table) | 15 Sept | Santander | DDR | 1.05 | Bank charges a/c 3 August transactions |
| 20 Sept Amazon cash 3.89 Photo frame (condolence table) | 16 Sept | Screwfix Direct Ltd | card | 40.46 | Materials for bellcote refurbishment |
| | 20 Sept | Staff payroll | 122537-40 | 2,106.77 | Staff payroll Sept |
| 21 Sept SCC Pension Fund 122541 412.43 Replaces cheque 122456, reported lost | 20 Sept | Amazon | cash | 3.89 | Photo frame (condolence table) |
| | 21 Sept | SCC Pension Fund | 122541 | 412.43 | Replaces cheque 122456, reported lost |

| Date | Payee Name | Cheque | Amount | Transaction Details |
|---------|------------------------|--------|----------|------------------------------------|
| 21 Sept | Twin Tower Scaffolding | 122542 | 2,520.00 | Scaffolding, Clock Tower |
| 21 Sept | Pestcontrol999 | 122543 | 128.00 | Removal of 3 wasps' nest, Cemetery |
| 21 Sept | OSO via Amazon | card | 7.37 | Notice board magnets |
| 22 Sept | Screwfix Direct Ltd | card | 29.98 | Screws (Clock Tower) |

Total Expenditure £ 14,400.07

Transfer of funds (chq 122534) 500.00 From Current a/c to A/c 3

Cancelled cheque: 122529 Shredded, witnessed by Cllrs Falla and Roberts

The expenditure was **approved** and (any) two of the authorised signatories were instructed to sign the relevant cheques (proposed Cllr Everett, seconded Cllr Rich).

c) The most recent bank statements/reconciliations to 2 September were noted. Cllr Hogg had carried out the account and voucher cheque on 12 September.

5834 Highways

A resident had been injured fallen over the hole left by a missing bollard on Lime Street. The Clerk had reported the accident to Highways.

5835 Chairman's Report

The Chairman thanked Cllr Everett for representing the Parish Council and reading the Official Proclamation at the service for National Reflection on Sunday 11 September.

The Chairman had organised a meeting of local Parishes with the Leader (Cllr Revans) and officers of Somerset Council concerning Local Government Reorganisation and arrangements for the new Council. In addition to most of Nether Stowey Parish Council, Cllrs Bolt and Pay had attended and twelve parishes had sent representatives. There had been a lot of questions and few substantive answers. He thanked Cllr Hogg and Mrs Roberts for serving the refreshments.

The Chairman had been informed that there would be an Affordable Housing Consultation event at the Church Centre on 12 October (3pm-6.30pm). The event is designed to give local people the chance to discuss their housing need and to ensure that local people understand the process and importance of bidding for the new homes at Cricketers when they eventually become available for occupation. The event would be hosted by Sedgemoor's Housing Development team. The Clerk had asked for posters to advertise the event locally.

5836 Clerk's Report

The HPC Rural Car Park Fund agreement between HPC and NSVHRG CIO and details were being discussed at the next Trustees' meeting. It was agreed that the money would be paid to the Parish Council to pass on to the CIO to satisfy HPC's project governance. For similar reasons the Parish Council is the administrator for the scheme.

Cllr Falla was unable to continue in his role as volunteer footpath strimmer, which he done for the last five years. Unless new volunteers were found, responsibility would revert solely to landowners and/or Somerset County Council, which had not, in the past, been very satisfactory. The Clerk had contacted Stowey Walking (no reply) and Stowey Green Spaces (who would discuss if/how they could help). Although the Parish Council's regular contractor did occasional work on certain key paths, the cost of replacing Cllr Falla's work would be very expensive, even if they have capacity - and their team were not familiar with the local paths.

In response to complaints, the Clerk had arranged for a pest control company to investigate complaints of wasps' nests near the cemetery. Three had been found and dealt with.

There had been no reply from Ian Liddell-Grainger MP to the Parish Council's letter of 19 April. A reminder had been sent on 24 May and again on 7 July.

5837 Members Reports

<u>Welcome Pack:</u> (Cllr Ferriday) Strongvox were now working directly with Mr Sackett. They would provide a small supply of hard copies for the Parish Office to distribute, as well as those they would supply to the new houses. There would be an electronic document version for the website which could also be e-mailed on request

Cllr Everett had attended the HPC Community Forum meeting and had provided a written report which had been circulated to members. She and the Chairman would attend the SSG meeting in October.

<u>Active Living:</u> (Cllr Hogg) Active Living had had low attendance for the last couple of months.

<u>Library:</u> Cllr Ferriday had attended the meeting on 7 September. Poole House was to receive a Blue Plaque to commemorate Tom Poole. There would be a celebration on 14 November, the anniversary of Poole's birth.

5838 Forthcoming Events

The Clerk would be away from for the week of 18-22 July and the office would be closed. Members could contact her if necessary. She would also be away for two weeks from 8 August unless there was a Parish Council meeting.

| Thurs 14 July | HPC Transport Forum | Cannington | JR |
|---------------|--|------------|--------------|
| Tue 4 Oct | LGR Town/Parish Council conference | Yeovil | JR, PE |
| Wed 28 Sept | LGR Clerks' Forum | Teams | Clerk |
| Wed 12 Oct | Nether Stowey Housing Need Public Co Church Centre, drop-in 3pm-6.30pm | nsultation | Public event |
| Wed 12 Oct | Sedgemoor Code of Conduct Training | Teams | JR, CS |
| Fri 28 Oct | – HP SSG – NB details TBC | TBC | JR, PE |
| Thurs 17 Nov | HPC Transport Forum | TBC | JR, PE |

5839 Next Parish Council Meeting

The next meeting will be held on **Monday 10 October** at the Church Centre at 7pm.

The meeting closed at 8.30 pm

Monthly Budget Report 2022/23 as at 23 September 2022

| Income | Outturn at 31 Mar 2022 | Budget 2022/22 | First quarter | July 2022 | Aug 2022 | Sept 2022 | Second quarter | Total income to date | % Original budget |
|----------------------------------|---------------------------|-------------------|------------------|-----------|----------|-----------|-------------------|----------------------------|-------------------|
| 1002 Allotment Rental | 100.00 | 100.00 | 0.00 | - | - | - | 0.00 | 0.00 | 0.0% |
| 1004 Bank Interest | 2.86 | 85.00 | 0.00 | - | - | - | 0.00 | 0.00 | 0.0% |
| 1005 Comm Infrastructure Levy | 14,454.05 | 0.00 | 0.00 | - | - | - | 0.00 | 0.00 | ** |
| 1006 Cemetery Income | 3,513.27 | 2,000.00 | 768.00 | 736.00 | 683.00 | 597.88 | 2,016.88 | 2,792.99 | 139.6% |
| 1006 Lucy Hobbs Trust | 2,335.65 | 0.00 | 8.11 | - | - | - | 0.00 | 0.00 | ** |
| 1011 Precept | 63,412.00 | 68,748.00 | 34,374.00 | - | - | 34,374.00 | 34,374.00 | 68,748.00 | 100.0% |
| 1012 Printing & Copying receipts | 45.40 | 100.00 | 8.45 | - | - | 3.89 | 3.89 | 12.34 | 12.3% |
| 115 VAT Refunds | 1,706.14 | - | 750.00 | - | - | - | 0.00 | 750.00 | ** |
| Total Income for Year | 85,569.37 | 71,033.00 | 35,908.56 | 736.00 | 683.00 | 34,975.77 | 36,394.77 | 72,303.33 | 101.8% |

| Expenditure | Outturn at 31 Mar 2021 | Budget 2021/22 | First quarter | July 2022 | Aug 2022 | Sept 2022 | Second quarter | Total spent to date | % Original budget |
|------------------------------------|---------------------------|-------------------|------------------|--------------|-------------|--------------|-------------------|------------------------|-------------------|
| Parish Office | | | | | | | | | |
| 4101 Office Rent, rates + supplies | 4,199.36 | 4,310.00 | 1,084.00 | 350.00 | 432.23 | 355.87 | 1,138.10 | 2,222.10 | 51.6% |
| 4102 Office utilities | 3,445.97 | 3,900.00 | 483.80 | 330.00 | 408.00 | 408.00 | 1,146.00 | 1,629.80 | 41.8% |
| 4103 Postage | 57.69 | 75.00 | 32.64 | - | - | - | 0.00 | 32.64 | 43.5% |
| 4104 Stationery + equipment | 157.79 | 250.00 | -0.55 | - | - | 6.11 | 6.11 | 5.56 | 2.2% |
| 4105 Telephone & Internet | 479.89 | 480.00 | 159.80 | 39.95 | 39.95 | - | 79.90 | 239.70 | 49.9% |
| 4106 Website + IT costs | 544.70 | 772.00 | 177.26 | 156.42 | 42.42 | 94.92 | 293.76 | 471.02 | 61.0% |
| 4107 Books and publications | 26.74 | 50.00 | 0.00 | - | - | - | 0.00 | 0.00 | 0.0% |
| 4108 Printing costs | 159.15 | 200.00 | 30.53 | - | 25.96 | - | 25.96 | 56.49 | 28.2% |
| 4109 Office Miscellaneous | -29.94 | - | 0.00 | - | - | 23.20 | 23.20 | 23.20 | ** |
| TOTAL Parish Office | 9,041.35 | 10,037.00 | 1,967.48 | 876.37 | 948.56 | 888.10 | 2,713.03 | 4,680.51 | 46.6% |
| Staff Costs | | | | | | | | | |
| 4201 Salaries | 23,250.09 | 22,600.00 | 5,525.31 | 1,841.77 | 1,841.77 | 1,841.77 | 5,525.31 | 11,050.62 | 48.9% |
| 4202 Staff travel and expenses | 36.90 | 30.00 | 0.00 | - | - | - | 0.00 | 0.00 | 0.0% |
| 4203 Staff Training | 0.00 | 60.00 | 20.00 | - | 25.00 | - | 25.00 | 45.00 | 75.0% |
| TOTAL Staff Costs | 23,286.99 | 22,690.00 | 5,545.31 | 1,841.77 | 1,866.77 | 0.00 | 5,550.31 | 11,095.62 | 48.9% |

| Expenditure | Outturn at 31 Mar 2021 | Budget 2021/22 | First quarter | July 2022 | Aug 2022 | Sept 2022 | Second quarter | Total spent to date | % Original budget |
|---------------------------------|---------------------------|-------------------|------------------|--------------|-------------|--------------|-------------------|------------------------|-------------------|
| Administration & Finance | | | | , | • | " | | • | |
| 4301 Audit Fees | 585.00 | 595.00 | 285.00 | - | - | 300.00 | 300.00 | 585.00 | 98.3% |
| 4302 Bank charges | 44.50 | 35.00 | 5.40 | 0.70 | 1.90 | 1.05 | 3.65 | 9.05 | 25.9% |
| 4303 Chairman's Honorarium | 250.00 | 250.00 | 250.00 | - | - | - | 0.00 | 250.00 | 100.0% |
| Admin & Finance (continued) | | | | | | | | | |
| 4304 C/Ilrs' Expenses/training | 87.25 | 395.00 | 340.00 | 55.00 | 100.00 | - | 155.00 | 495.00 | 125.3% |
| 4306 Elections | 0.00 | 1,000.00 | 100.00 | - | - | - | 0.00 | 100.00 | 10.0% |
| 4307 Insurance | 1,384.55 | 920.00 | 979.37 | - | - | - | 0.00 | 979.37 | 106.5% |
| 4308 Statutory Fees | 35.00 | 35.00 | 0.00 | - | - | - | 0.00 | 0.00 | 0.0% |
| 4309 Subscriptions | 570.64 | 620.00 | 0.00 | - | 383.96 | - | 383.96 | 383.96 | 61.9% |
| 4310 Meeting room hire/Zoom | 330.41 | 280.00 | 131.97 | 11.99 | 11.99 | 11.99 | 35.97 | 167.94 | 60.0% |
| TOTAL Administration & Finance | 3,287.35 | 4,136.00 | 1,841.74 | 67.69 | 497.85 | 313.04 | 878.58 | 2,720.32 | 65.8% |
| Cemetery | <u>.</u> | | | | | | | | |
| 4402 Cemetery Rates | 251.67 | 285.00 | 156.05 | 53.00 | 53.00 | 53.00 | 159.00 | 315.05 | 110.5% |
| 4403 Maintenance + bins | 3,788.16 | 3,800.00 | 818.00 | 295.50 | 278.38 | 128.00 | 701.88 | 1,519.88 | 40.0% |
| TOTAL Cemetery | 4,039.83 | 4,085.00 | 974.05 | 348.50 | 331.38 | 181.00 | 860.88 | 1,834.93 | 44.9% |
| Community Services | · | | | | | | | | |
| 4501 Christmas Tree & Lights | 70.00 | 200.00 | 0.00 | - | - | - | 0.00 | 0.00 | 0.0% |
| 4502 Allotments | 100.00 | 100.00 | 0.00 | - | - | - | 0.00 | 0.00 | 0.0% |
| 4504 Support for tourism | 0.00 | 250.00 | 200.00 | - | - | - | 0.00 | 200.00 | 80.0% |
| TOTAL Community Services | 170.00 | 550.00 | 200.00 | 0.00 | 0.00 | 0.00 | 0.00 | 200.00 | 36.4% |
| Village Maintenance | | | | | | | | | |
| 4601 A39 Verge | 781.20 | 980.00 | 194.80 | 39.40 | - | - | 39.40 | 234.20 | 23.9% |
| 4602 Clock Tower Maintenance | 0.00 | 285.00 | 0.00 | - | - | - | 0.00 | 0.00 | 0.0% |
| 4603 Clock Tower Electricity | 76.24 | 110.00 | 24.79 | 9.00 | 9.00 | 9.00 | 27.00 | 51.79 | 47.1% |
| 4604 General Maintenance | 192.69 | 215.00 | 0.00 | - | - | - | 0.00 | 0.00 | 0.0% |
| 4605 The Cross, Gaol and WM | 53.60 | 150.00 | 0.00 | - | - | - | 0.00 | 0.00 | 0.0% |
| 4606 Palmers Path | 368.31 | 845.00 | 97.40 | 19.70 | 19.70 | - | 39.40 | 136.80 | 16.2% |
| 4607 Public Seating | 327.62 | 250.00 | 0.00 | - | - | - | 0.00 | 0.00 | 0.0% |
| 4608 Public Footpaths | 306.60 | 529.00 | 0.00 | - | 39.40 | - | 39.40 | 39.40 | 7.4% |
| 4609 Dog Bins | 1,636.10 | 1,794.00 | 0.00 | - | 871.26 | - | 871.26 | 871.26 | 48.6% |
| 4610 Coleridge Road | 55.80 | 160.00 | 37.20 | 19.70 | - | - | 19.70 | 56.90 | 35.6% |

| Expenditure | Outturn at 31 Mar 2021 | Budget 2021/22 | First quarter | July 2022 | Aug 2022 | Sept 2022 | Second quarter | Total spent to date | % Original budget |
|-------------------------------------|---------------------------|-------------------|------------------|--------------|-------------|--------------|-------------------|------------------------|-------------------|
| Village Maintenance (continued) | | | | | | | | | |
| 4611 Millennium Wood | 127.79 | 296.00 | 0.00 | - | 59.10 | - | 59.10 | 59.10 | 20.0% |
| 4612 Plot 173 | 932.80 | 400.00 | 74.40 | - | 157.60 | - | 157.60 | 232.00 | 58.0% |
| 4613 Mill Ln/Lime St maintenance | 595.20 | 588.00 | 0.00 | 39.40 | - | - | 39.40 | 39.40 | 6.7% |
| 4616 Bellcote repair | 0.00 | 715.00 | 0.00 | - | 9.58 | 2,289.79 | 2,299.37 | 2,299.37 | 321.6% |
| TOTAL Village Maintenance | 5,453.95 | 7,317.00 | 428.59 | 127.20 | 1,165.64 | 2,298.79 | 3,591.63 | 4,020.22 | 54.9% |
| Castle St Toilets + Car Park | | | | | | | | | |
| 4701 Castle St Toilets Cleaning | 2,147.56 | 3,515.00 | 823.72 | 265.00 | 269.97 | 294.99 | 829.96 | 1,653.68 | 47.0% |
| 4702 Castle St Toilets Electricity | 207.43 | 240.00 | 51.47 | 22.00 | 22.00 | 22.00 | 66.00 | 117.47 | 48.9% |
| 4703 Castle Street Rates | -1,086.25 | 840.00 | 798.40 | - | - | - | 0.00 | 798.40 | 95.0% |
| 4704 Castle St Toilets Repairs | 3,113.78 | 350.00 | 0.00 | 49.25 | - | - | 49.25 | 49.25 | 14.1% |
| 4705 Castle St Toilets Water | 565.27 | 450.00 | 461.93 | - | - | - | 0.00 | 461.93 | 102.7% |
| 4706 Castle St Car Park maintenance | 1,791.45 | 592.00 | 0.00 | 49.25 | - | - | 49.25 | 49.25 | 8.3% |
| TOTAL Castle St Toilets + Car Park | 6,739.24 | 5,987.00 | 2,135.52 | 385.50 | 291.97 | 316.99 | 994.46 | 3,129.98 | 52.3% |
| Grants | | | | | | | | | |
| 4801 Grants Pool | 1,353.27 | 2,800.00 | 1,830.00 | - | - | - | 0.00 | 1,830.00 | 65.4% |
| TOTAL Grants | 1,353.27 | 2,800.00 | 1,830.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1,830.00 | 65.4% |
| CIL + Capital Expenditure | | | | | | | | | |
| TOTAL CIL + Capital Expenditure | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | ** |
| VAT Account | | | | | | | | | |
| 515 VAT Paid | 1,498.03 | 0.00 | 608.62 | 144.11 | 309.49 | 554.58 | 1,008.18 | 1,616.80 | ** |
| Total Expenditure | 54,870.01 | 57,602.00 | 15,531.31 | 3,791.14 | 5,411.66 | 6,394.27 | 15,597.07 | 31,128.38 | 54.0% |
| Total Income | 85,569.37 | 71,033.00 | 35,908.56 | 736.00 | 683.00 | 34,975.77 | 36,394.77 | 72,303.33 | 101.8% |
| Reserve contribution to Budget | 30,699.36 | 13,431.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00% |
| Balance expenditure-income | 0.00 | 0.00 | -20,377.25 | 3,055.14 | 4,728.66 | - 28,581.50 | - 20,797.70 | 41,174.95 | |

Balance SheetBank:41,613.42Balance:as at 1 Apr61,296.21

60,470.78 Plus: income 72,303.33

386.96 = **£ 102,471.16** Less: payments 31,128.38 = **£ 102,471.16**