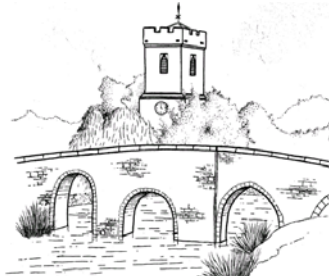


# BIDFORD ON AVON PARISH COUNCIL

## In the County of Warwickshire



Minutes of the Parish Council Meeting held on Monday 25<sup>th</sup> January 2016 @ 7.30 pm at the Parish Council Meeting Room, Bramley Way, B50 4QG

### **PRESENT**

Chairman                                      Cllr. Fleming - Chairman of the Council

Cllrs.    Atkins, Ms Deacon, Harvey, Hiscocks, Mrs Keeley, Knight, Pound, Ms Randell and Mrs Taylor

Also present:                                      District Cllr. Cargill  
15 members of the public

In attendance:                                      Mrs E. Uggerløse, Clerk to the Parish Council

Before the start of the meeting, the Chairman asked that any member of the public who wished to speak let the Clerk know, and they would be called to speak at the Public Forum Item

### **1. TO RECEIVE AND ACCEPT APOLOGIES**

*There were no apologies*

### **2. TO RECEIVE ANY DECLARATION OF INTEREST IN ITEMS ON THE AGENDA**

- All members of the Council are respectfully reminded that in order to comply with the Code of Conduct adopted by the Parish Council on 30<sup>th</sup> July 2012, if any matter arises during the meeting in which they have declared a disclosable pecuniary interest (DPI) they should leave the room.
  - Cllr Mrs Keeley declared an interest in Item 16 Application No. 15/04548/FUL
  - Cllr Fleming declared an interest in the first item of the Amenities Report (Grant Applications) as his family are allotment tenants

- Written requests for Dispensations for DPI should be received by the Clerk no more than 24 hours prior to the meeting.  
Dispensations will be granted as appropriate.  
*None required*

### **3. TO APPROVE MINUTES OF THE PARISH COUNCIL MEETING HELD ON 21<sup>ST</sup> DECEMBER 2015**

Cllr Ms Randell proposed the Minutes of the Parish Council Meeting be accepted as being accurate.

**RESOLVED:** that the Minutes be accepted as an accurate account, and signed by the Chairman.

### **4. YOUTH FORUM**

None present.

### **5. PUBLIC FORUM**

- Barton resident raised the issue of speeding on Welford Road, which is a narrow, country road, and makes it dangerous for the many pedestrians as there are no pavements.  
*The Clerk advised that this is a Police issue, as they are the enforcement body. It was also suggested that:*
  - *As many Barton residents as possible vote for Speeding in Barton as a priority Police issue at the next Bidford/Alcester Local Community Forum – this would increase the Police presence for the next three months.*
  - *That residents train for Community Speed Watch, which is offered through Warwickshire Police*
- Bidford resident raised the issue of the new Indian restaurant on the corner of High Street and Honeybourne Road. The surroundings need tidying (rats have been seen) to ensure hygiene.  
Concern was also raised regarding the take away service offered: cars were simply parking outside the premises, which is right on the corner, which is highly dangerous.  
Finally, she mentioned the excellent firework display on the Big Meadow on Saturday 16<sup>th</sup> Jan.
- Barton resident again raised the issue of speeding, especially in relation to dog walkers.  
The number and speed of HGVs was also raised
- Bickmarsh resident raised concern about water on Honeybourne Road which freezes over in the cold and is highly dangerous. Resident had contacted County Cllr. Brain and some work on the ditch had been done, but not solved the problem.  
*the Clerk to look into this with Highways*
- Barton resident again raised the issue of HGVs using the Welford Road through Barton, which is highly dangerous for local walkers as well as causing damage to the grass verges

## 6. COUNCILLOR FORUM

The Clerk was instructed to write a letter of thanks to the Bidford Chamber of Trade and Commerce for the excellent Fireworks display on Saturday 16th January – it was very well organised and extremely well attended.

## 7. TO RECEIVE REPORT FROM THE COUNTY COUNCILLOR

Cllr Brain was not present: however, District Cllr. Cargill passed on his message that he had held a good meeting with Mr Zahawi regarding Bidford Bridge

## 8. TO RECEIVE REPORT FROM DISTRICT COUNCILLORS

Cllr Pemberton was not present as he was still at a meeting at District Council

- **Budget** – pleased to advise that SDC is ranked 51 lowest tax authority – it has healthy accounts due to good management. However, as government grants dry up, the tax will have to increase to cover the deficit.
- **Core Strategy** – the inspectors hearing has now finalised but there is no feedback.

On the inspector's advice, now that there is a 5 year land supply, all plans that have been granted permission recently at committee, to be reviewed and reassessed.

Marriage Hill – Inspector has decided to hold a second hearing in May

- **Combined Authority** – at the original debate in October 2015, Council failed by 3 votes to agree to join the Combined Authority. There is concern about the lack of information that is forthcoming, which makes it difficult to evaluate how beneficial, or not, being part of the Combined Authority will be. The current decision is to join with the option to leave. The idea of the West Midlands Combined Authority is not to micromanage but to think, and invest, strategically

## 9. CLERK'S REPORT

The Report was **NOTED**. It forms an integral part of these Minutes.

## 10. TO CONSIDER UPDATE FROM THE BIDFORD BRIDGE MULTI AGENCY MEETING (circulated)

WCC have decided to carry out road traffic surveys to establish the types and quantities of vehicles using the network of roads south of the bridge and have located 6 sites where these traffic surveys will take place during mid February.

Video surveys have also been organised.

**RESOLVED** to note and support this work

A report, prepared by Barton residents had also been circulated to Council and it was proposed it support its comments and send it to WCC to assist with work being carried out to reduce the HGV traffic over Bidford Bridge and through Barton and Marlcliff.

**RESOLVED** to approve the motion and send the report to WCC

## 11. TO RECEIVE REPORT FROM THE PARISH COUNCIL'S WORKING GROUPS (if relevant)

- **Amenity WG** – report with recommendations had been circulated
  - **GRANT APPLICATIONS**
    - **Bidford-on-Avon Allotment Association**

Construction of toilet block for the benefit of allotment holder.  
Building would adjoin the tennis club (approx... 8 x 6 ft.)  
**Cost : £5,400**  
**Grant request: £3,000**  
**Recommendation** to refuse  
Cllr. Fleming had declared an interest and did not participate in the debate  
**RESOLVED** to refuse by 9 votes
    - **CAB**

Outreach one a month at BCL  
2015 – saw 24 clients and the confirmed benefit awarded were £11,925  
Average age of client: 54  
34% of clients are disabled and 45% were over retirement age  
**Cost : £2,065**  
**Grant request : £2,065**  
**Recommendation** to grant  
**RESOLVED** to grant
    - **Escape Arts**

This is a community arts project with registered charity status with the aim of providing low cost, easy access and inclusive arts and heritage based activities to communities across Warwickshire, in particular to isolated areas due to poverty, health, limited social networks  
They would like to come to Bidford to build a community arts series of activities centred around Bidford Bridge, providing arts to as many groups in the village as possible and inviting new people into these: young and old. It will include attendants to The Jolly Teapot, History Society, Youth Groups, School etc.  
**Total cost : £6,000**  
**Grant request: £1,000**  
**Recommendation** to grant  
**RESOLVED** to grant by 9 votes in favour and 1 against
    - **M. Smith**

Coal for the Vintage Gathering Event, which brings large number of visitors to the Big Meadow and benefits the Parish Council as it increases the parking income  
Beneficiaries for 2016: Goslings and Badgers  
**Cost of running event £2,600**  
**Grant request: £350**  
**Recommendation** to grant  
**RESOLVED** to grant

o **DOG FOULING**

Consider what can be done to minimise the amount of dog fouling in the village and recreational areas.

An article by Greg Steele, Vet. and Dog owner, explaining the dangers of dog fouling was recently published in the BIG Paper and he has also supplied a Poster. A part of this has also been included in the February Newsletter published in The Connection.

SDC have organised an drop in event at the Crawford Memorial Hall on Tuesday 16<sup>th</sup> Feb. called **Dog Etiquette and Rural Crime**, which is also include in the newsletter.

- **Dog bins?** Not a problem though where to place them without giving grief to households nearby is always a bit of an issue
- **Posters?** Again, no problem with that – but how effective are they?
- **Dog Warden?** Would have to be trained and paid for, but could be a better solution. I was thinking of approaching Stuart Wilde to see if he would be willing, as a resident, and at least he would require no training and would know how to handle people and should not be afraid of retaliation, which is the main reason people don't report wrongdoers.

Having considered the proposals the **recommendations** are:

- **Dog bins** – to authorise the immediate purchase and installation of 3 further bins for the following identified sites:
  - o Tower Hill
  - o Next to the bin outside the school
  - o At the entrance to the Anglo Saxon car park
  - o Further bins to be authorised if other potential areas are identified

It was proposed that a further bin be installed on the green area on Waterloo Road close to the new development

**RESOLVED** to purchase 4 bins and install them at the above sites

- **Posters** – they appear to be ineffective and are simply taken down adding to the litter

Proposal was made to place posters when bins are installed  
**RESOLVED** to approve the proposal

- **Dog Warden** – the cost of training a warden has to be measured against the effectiveness. It was felt the area to be covered is too large to employ a Dog Warden.

SDC's Dog Warden has added the Big Meadow to her regular visits

**NOTED**

o **BELL BOATING IN BIDFORD**

Andy Train, organiser of the event, gave a short presentation at the start of the meeting

The proposed date event is 18<sup>th</sup> June 2016 and the WG considered the idea of extending it to make Sat. 18<sup>th</sup> June the Bidford on Avon Queen's Party Celebration Day. The Group also considered inviting

Andy Train to the Annual Parish Meeting so he can explain the event in more detail to the community groups he hopes will participate.

**Recommendations:**

- That the event be welcomed
- That 18<sup>th</sup> June be nominated as the Queen's 90<sup>th</sup> Celebration Event on the Big Meadow
- That Andy Train be invited as a guest to the Annual Meeting of the Parish on Monday 18<sup>th</sup> April

It was proposed that the Bidford Chamber of Trade and Commerce be invited to organise the event

**RESOLVED**

- to welcome the event
- Bidford Chamber of Trade and Commerce be invited to organise the event
- Andy Train be invited to attend the Annual Parish Meeting on 18<sup>th</sup> April

○ **QUEENS 90<sup>TH</sup> BIRTHDAY CELEBRATION**

To consider participating in the following event:

- Queen Birthday Beacon on 21<sup>st</sup> April  
**Recommendation** that the Parish Council agree to participate

**RESOLVED** to participate in the Queen's Birthday Beacon Event on 21<sup>st</sup> April

○ **TO NOTE THE FOLLOWING:**

• **Outdoor Table Tennis Tables**

- As per the Clerk's report – safety grass matting is to be ordered
- Clerk to look into the possibility of having some coaching to improve the use

• **Play Areas Risk Assessment**

This was carried out and contractors are going through all items and taking the necessary action

• **Graffiti**

Offensive graffiti was found on the skate ramp and toilet block just before Christmas.

It has been erased from the skate ramp.

The toilet block will be painted beige to facilitate the removal of graffiti in the future – it is impossible to remove from bricks as it sinks in.

• **Bus Shelter**

A request had been made by a resident to erect a bus shelter on each side of the road in the village centre.

However, it was rejected on the basis the pavement is too narrow for a bus shelter as it would impede pedestrians, prams and wheelchair users.

- **Lengthman Scheme**

- Simon Barrier has attended the required training at WCC
- Parish Council insurers cover his Public Liability whilst he is working for the PC
- He can only work on roads with a 30 mph speed limit, otherwise he has to take photographs showing the problem and WCC will act accordingly
- SDC has sent the £2,000 Flood Grant funds to cover this

- **NDP verbal report** The Chairman made a verbal report updating Council. The Steering Group met on 21<sup>st</sup> January to consider the significant amount of replies received from residents, statutory bodies and, most importantly from SDC. The latter is very important as it will be the body approving the document to send to the Inspector. On the advice of SDC, the Steering Group has approved employing a Landscape and Heritage expert to ensure robust policies are in place. The Chairman reminded Council that the further down the line the NDP is the more weight will be given to its contents by Planning  
**RESOLVED** to note

**12. TO CONSIDER RENEWAL OF WCC'S FOOTWAY LIGHTING MAINTENANCE CONTRACT FOR 2016.17**

The quotation is £9.26 per street light. Currently the Parish Council has 157 streetlights making the annual cost for the next financial year **£1,453.82**  
**RESOLVED** to approve the cost

**13. TO CONSIDER CONSULTATION DOCUMENT IN RESPECT OF THE NEW SETTLEMENT PROPOSAL AT GAYDON/LIGHTHORNE HEATH (circulated)**

Council was asked to consider whether or not in wish to reply to the consultation. Council had previously supported this new settlement and it was **RESOLVED** to reply to the current consultation in support

**14. TO CONSIDER THE NOMINATION TO THE ROYAL GARDEN PARTY 2016 BEING HELD ON 24<sup>TH</sup> MAY 2016**

**RESOLVED** to nominate the Chairman and Mrs Fleming

**15. TO RECEIVE THE FOLLOWING CORRESPONDENCE**

- **Methodist Church** Thank you letter for the grant awarded
- **Waterloo House** - Thank you letter for the use of the Parish Council tables for their Christmas dinner event

## 16. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS

- **15/04548/FUL Rona Fitzpatrick and Paul Fleming Stone House, 18 Welford Road, Barton**

Provision of 1 no. dwelling together with creation of new access and restoration of historic orchard grounds and associated landscaping (resubmission of application 15/00908/FUL)

**RESOLVED** to support on the following grounds:

- Applicants have taken the comments made by SDC and incorporated them into this new plan, which Council finds is of good architectural design fitting into its surroundings
  - Well landscaped and Council is pleased to note the replanting of the old orchard
  - Efforts have been made to ensure it is an ecological and environmentally friendly dwelling
- **16/00090/LBC and 16/00091/FUL Mr Michael Brown, 18 Tower Close, B50 4EA**

Proposed replacement of annex building softwood double glazed windows and doors with PVCu double glazed units

**RESOLVED** No representation

- **16/00167/FUL Mr Norman Brown, Greystones Cottage, Honeybourne Road, B50 4PD**

Proposed two storey extension linking main dwelling to detached garage

**RESOLVED** No representation

## 17. TO CONSIDER AND APPROVE

- **Completed accounts for the month of December 2015**

These had been circulated and it was **RESOLVED** they should be accepted and approved – they form part of these Minutes

- **To approve payments to be made in January 2016**

The following cheques had been raised, and signed on 11<sup>th</sup> January, replacing cheque mislaid in the post – these cheques have been stopped:

- Cheque No. 6501, for an amount of £40.36 payable to Westhill Direct (replacing cheque No 6485)
- Cheque No. 6502, for an amount of 258.00, payable to Pipetek Ltd. (replacing cheque No. 6355)

List of cheques to be raised and signed had been circulated

The Clerk advised there was one more cheque to add to the list:

- No 6519 for an amount of £40.51 payable to Westhill Direct – this cheque replaces cheque No. 6360 which was mislaid in the post. The mislaid cheque has been stopped

**RESOLVED** to approve the cheques payable and that these should be signed by Cllrs Ms Deacon and Mrs Taylor. List of payable cheques form part of these Minutes



**Due to the sensitive nature of this item, the Council may resolve to exclude the public (Public Bodies (Admissions of Meetings Act) 1960 s1(2))**

The Clerk left the room

**18. TO CONSIDER RECOMMENDATIONS FROM THE STAFFING PANEL**

- to increase salary to take into account that she took on the role of Responsible Financial Officer with effect from 1<sup>st</sup> April 2015
- to review and update the Clerk's pay grade

A report, prepared by the Staffing Panel had been circulated to all Councillors proposing the Clerk's salary scale be increased from LC33 to LC37

A counter proposal was put forward that the increase should be 1 spinal point – to LC34. Before putting this to the vote, Cllr Hiscock requested it be a named vote:

- Cllr Atkins Against
- Cllr Ms Deacon Against
- Cllr. Fleming Against
- Cllr. Harvey Against
- Cllr Hiscocks For
- Cllr. Knight Against
- Cllr Mrs Keeley Against
- Cllr. Pound For
- Cllr Ms Randell Against
- Cllr. Mrs Taylor Against

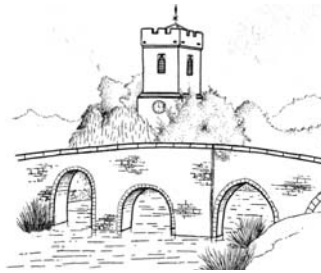
The counter proposal was defeated by 8 votes in favour to 2 against and it was **RESOLVED** by 8 votes to 2 (same named councillors who voted against the counter proposal voted for the original proposal) that the recommendation that the grade be increased to 37 be approved.

The meeting closed at approx. 9.00 pm



# **BIDFORD ON AVON PARISH COUNCIL**

## **In the County of Warwickshire**



### **CLERKS REPORT - January 2016**

#### **1. MATTERS ARISING**

- Precept demand has been sent to SDC
- WRCC Rural Housing Enabler has been advised that the Parish Council supported, in principle, the development as well as the request for the 30 mph speed limit to be reviewed
- Reply to the NPPF, as resolved at the Consultative Planning Committee meeting of 11<sup>th</sup> January has been made and sent

#### **2. MILLERS BANK**

Was advised that there are a couple of willow trees growing too close to a property and causing harm

Have visited the site and taken photographs which have been sent to Ruth Rose, with a request that she allow the Council to remove the trees. The resident is willing to plant some indigenous trees/shrubs, of easy maintenance, in mitigation

### 3. **STANDING ORDERS/FINANCIAL REGULATIONS**

Have received notification from NALC regarding a change in the regulations pertaining to Public Contracts Regulations 2015. The instructions are that for any contract in excess of £25,000 or more, must satisfy the requirements of the 2015 Regulations which include use of the Contracts Finder website. However, still awaiting full new model to include this wording, as well as advice in respect of the Financial Regulations.

Have also requested from WALC that perhaps NALC could produce a template that Parish and Town Councils could use when advertising a contract on the Contracts Finder website.

Amended Standing Order and Financial Regulations will follow in due course for approval and adoption. In the meantime, Council is requested to note that from now onwards, any contract in excess of £25k, will have to be advertised on the Contracts Finder website, as well as quotations being obtained in the normal manner.

### 4. **FINANCIAL UPDATE**

- Sign to be placed by the Grange Road cemetery gate asking that it be kept clear (vehicles regularly park outside the gate) is being ordered  
**Cost : £97.85 (to be fixed to gate)**
- Sign by the Clerk's parking space (this is often occupied by visitors to the school – as are the spaces for the library staff who are also looking at signage)  
**Cost : £214.29 (on post)**
- Some trees along Waterloo road and along the B439 have had a crown lift
- Outdoor Table Tennis tables (2 x Big Meadow and 2 x Dugdale Sport Fields following a recent risk assessment, it was pointed out that safety grass matting is required to make these playable. In view of this, and with the endorsement of the Amenities Working Group, this has been ordered at a  
**Cost of £800 for all 4 tables**

### 5. **WALC COUNTY COMMITTEE**

At the recent Annual Meeting of the Committee I was nominated to the

- **Training Partnership Working Group** – set up to look into how this can be improved and offer more effective training to parish and town councils
- **Warwickshire Safer Communities Partnership Board** as the WALC County Committee representative

**6. FLOOD AWARENES DAY**

Bidford Flood Forum, in partnership with WCC and the National Flood Forum is organising a Flood Awareness day at the Parish Council Meeting Room, Bramley Way, on Friday 19<sup>th</sup> February 3.00 – 7.00 pm.

With the Christmas New Year floods in the north of England still fresh in our minds, this is an opportunity for vulnerable residents, and others, to attend ad see how Bidford can become a “flood resilient community”

At : 16:36

## Bank Current Account

## List of Payments made between 01/12/2015 and 31/12/2015

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/12/2015	Methodist Church	6491	400.00		Methodist Church - Grant
11/12/2015	Vodafone - DD	DD3	25.52		211/Broadband charges
14/12/2015	Stratford-on-Avon District Cou	DD4	50.00		22/ Grange Rd rates
14/12/2015	Stratford-on-Avon District Cou	DD5	55.00		Purchase Ledger Payment
15/12/2015	O2 - DD	DD	42.00		194/077 1862 8925
15/12/2015	EDF Energy - DD	DD2	598.91		78/Supply May 15
15/12/2015	Arrowscape	6492	325.65		15/1468/203/Arrowscape
15/12/2015	Eric Bennett	6493	264.00		213/Environmental Officer Dec
15/12/2015	Building & Plumbing Supplies L	6494	153.24		204/Line marking paint
15/12/2015	DCK Beavers Ltd - SO	6495	867.12		220/2016-17 Budget assistance
15/12/2015	Grundon Waste Management Ltd	6496	373.15		206/Refuse disposal
15/12/2015	D J Prickett	6497	460.00		208/Check play areas Nov
15/12/2015	Stratford-on-Avon District Cou	6498	162.00		210/Domain name annual cost
15/12/2015	Elisabeth Uggerloese	6499	34.83		212/Mileage
17/12/2015	Phil Basford	6500	392.09		221/Ann service of Cab Tracor
21/12/2015	Mrs E Uggerloese	SO	1,788.50		Mrs E Uggerloese
22/12/2015	EDF Energy - DD	DD	609.02		216/01 Nov 15- 30 Nov 15
29/12/2015	BT - DD	DD1	97.74		223/Phone charges + calls
29/12/2015	Warks PS	SO	649.18		Warks PS
30/12/2015	Microshade VSM - SO	SO	53.10		8628/226/Monthly Hosting Fee
30/12/2015	DCK Beavers Ltd - SO	SO1	252.00		219/Contract accounting
30/12/2015	Limebridge Rural Services Ltd	SO2	1,901.52		207/Foot paths and amenity
31/12/2015	Westhill Direct	6501	40.36		Purchase Ledger Payment
31/12/2015	Pipetek Supplies Ltd	6502	258.00		Purchase Ledger Payment
31/12/2015	O2 - DD	DD2	42.00		75338291/227/Mobile Charges

<b>Total Payments</b>	9,894.93
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At : 11:19

Bank Current Account

List of Payments made between 01/01/2016 and 25/01/2016

<u>Date Paid</u>	<u>Payee Name</u>	<u>Cheque Ref</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
08/01/2016	Bloomfield Limited	006503	455.00 ✓		19009/224/Winter Newsletter <i>h</i>
08/01/2016	CPRE	006504	36.00 ✓ <i>AD</i>		01012016/225/CPRE <i>h</i>
08/01/2016	Trison Ltd	006505	440.00 ✓ <i>AD</i>		1005/229/Risk Asses Kings Lane <i>h</i>
11/01/2016	EDF Energy - DD	DD	9.61 ✓ <i>AD</i>		000001175068/230/Credit Oct 15 <i>h</i>
12/01/2016	Vodafone - DD	DD2	25.52 ✓		250/Broadband <i>h</i>
14/01/2016	Stratford-on-Avon District Cou	DD3	55.00 ✓		24/ Rates Salford Rd Burial gr <i>h</i>
15/01/2016	The Alcester Connection	003506	50.00 ✓ <i>AD</i>		004034/232/Jan 16,Connection <i>h</i>
15/01/2016	Hartwell & Co (Timber) Ltd	006507	181.32 ✓ <i>AD</i>		144932/233/Woodpreserver/brush <i>h</i>
15/01/2016	Hartwell & Co	006507VOID	-181.32 ✓		Hartwell- wrong chq no entered <i>h</i>
15/01/2016	Hartwell & Co	003507	181.32 ✓		Hartwell- replace chq 006507 <i>h</i>
15/01/2016	Building & Plumbing Supplies L	006508	127.75 ✓ <i>AD</i>		2/841425/234/Postfix <i>h</i>
15/01/2016	Grundon Waste Management Ltd	006509	190.42 ✓ <i>AD</i>		GI01874897/237/Front Loader <i>h</i>
15/01/2016	D J Prickett	006510	460.00 ✓ <i>AD</i>		DECEMBER2015/240/Monthly check <i>h</i>
15/01/2016	Westhill Direct	006511	75.45 ✓ <i>AD</i>		00014238/241/Coffee Mate <i>h</i>
15/01/2016	De Lage Leasing Ltd - DD	DD4	429.30 ✓ <i>AD</i>		222/Photocopier lease Jan-Apr <i>h</i>
25/01/2016	Avon Planning Services	6512	1,140.00 ✓ <i>AD</i>		243/From Aug 15- Jan 16
25/01/2016	Eric Bennett	6513	264.00 ✓ <i>AD</i>		245/ Environmental Office duti
25/01/2016	Pete Bott Skips Ltd	6514	1,152.00 ✓ <i>AD</i>		254/Skate Park waste
25/01/2016	RTC Safety Surfaces Ltd	6515	5,335.20 ✓ <i>AD</i>		249/Black Wetpour Marley Park
25/01/2016	Mark Smith	6516	2,770.00 ✓ <i>AD</i>		246/Salford Rd Cemetery
25/01/2016	Elisabeth Uggerloese	6517	77.39 ✓ <i>AD</i>		244/Clerk mileage
25/01/2016	Mr A S Wilkes	6518	388.80 ✓ <i>AD</i>		251/Hedge Cutting

**Total Payments** 13,662.76

Westhill Direct  
cheque. 6519.

\$ 41.50 AD.

Month No : 9

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>101 Administration</b>						
5019 Tfr to EMR Devolved Services	0	0	0		0	0.0 %
Village Management :- Income	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0 %</b>
4001 Salary & Wages	27,603	36,100	8,497		8,497	76.5 %
4003 Pensions	0	5,440	5,440		5,440	0.0 %
4008 Training Costs	299	1,000	701		701	29.9 %
4009 Travelling	410	950	540		540	43.2 %
4011 Business Rates	451	450	-1		-1	100.3 %
4020 Sundry Expenses	228	170	-58		-58	134.4 %
4021 Telephone	559	550	-9		-9	101.6 %
4022 Postage & Carriage	80	160	80		80	50.1 %
4023 Office Stationery	317	630	313		313	50.4 %
4024 Subscriptions	1,122	1,350	228		228	83.1 %
4025 Insurance	2,302	2,330	28		28	98.8 %
4026 Broadband and Internet	210	1,420	1,210		1,210	14.8 %
4027 Equipment Rental	1,453	0	-1,453		-1,453	0.0 %
4028 Accounts Support	2,988	0	-2,988		-2,988	0.0 %
4029 IT & Computer Support	458	0	-458		-458	0.0 %
4030 Website	1,108	0	-1,108		-1,108	0.0 %
4034 New Office Equipment	0	110	110		110	0.0 %
4035 Village Improvement	1,926	0	-1,926		-1,926	0.0 %
4036 Building Maintenance	0	500	500		500	0.0 %
4042 Equipment Maintenance	0	2,050	2,050		2,050	0.0 %
4056 Legal and Professional	655	750	95		95	87.3 %
4057 Audit Fee	25	610	585		585	4.1 %
Administration :- Expenditure	<b>42,194</b>	<b>54,570</b>	<b>12,376</b>	<b>0</b>	<b>12,376</b>	<b>77.3 %</b>
1120 Room hire and letting Fees	120	0	120			0.0 %
1121 Sundry Receipts	76	0	76			0.0 %
1176 Precept	205,000	205,500	-500			99.8 %
1177 Council Support Grant	16,730	16,230	500			103.1 %
1190 Bank Interest	2,175	2,500	-325			87.0 %
Administration :- Income	<b>224,101</b>	<b>224,230</b>	<b>-129</b>			<b>99.9 %</b>
<b>Net Expenditure over Income</b>	<b>-181,907</b>	<b>-169,660</b>	<b>12,247</b>			
<b>102 Civic &amp; Democratic</b>						
4024 Subscriptions	25	0	-25		-25	0.0 %
4037 Newsletter	1,465	0	-1,465		-1,465	0.0 %
4053 Election Costs	300	0	-300		-300	0.0 %
Civic & Democratic :- Expenditure	<b>1,790</b>	<b>0</b>	<b>-1,790</b>	<b>0</b>	<b>-1,790</b>	
<b>Net Expenditure over Income</b>	<b>1,790</b>	<b>0</b>	<b>-1,790</b>			

Month No : 9

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b><u>107</u></b> <b><u>Grants &amp; Donations Power Gen C</u></b>						
4061 Grants - Donations	2,627	25,000	22,373		22,373	10.5 %
Grants & Donations Power Gen C :- Expenditure	<b>2,627</b>	<b>25,000</b>	<b>22,373</b>	<b>0</b>	<b>22,373</b>	<b>10.5 %</b>
<b>Net Expenditure over Income</b>	<b>2,627</b>	<b>25,000</b>	<b>22,373</b>			
<b><u>109</u></b> <b><u>Capital &amp; Projects</u></b>						
4901 CP Play Equipment	0	12,000	12,000		12,000	0.0 %
4902 CP Cemetery Equipment	0	2,120	2,120		2,120	0.0 %
4903 CP New Streetlights	0	6,515	6,515		6,515	0.0 %
4904 CP War Memorial Bollards	3,552	0	-3,552		-3,552	0.0 %
4992 Funding from Rolling Projects	0	0	0		0	0.0 %
Capital & Projects :- Expenditure	<b>3,552</b>	<b>20,635</b>	<b>17,083</b>	<b>0</b>	<b>17,083</b>	<b>17.2 %</b>
<b>Net Expenditure over Income</b>	<b>3,552</b>	<b>20,635</b>	<b>17,083</b>			
<b><u>201</u></b> <b><u>Parks and Outside Areas</u></b>						
5020 Tfr to EMR Millers Bank Maint	640	0	-640		-640	0.0 %
5120 Tfr frm Millers Bank Maint	-2,080	-2,080	0		0	100.0 %
5125 Tfr frm Skatepark Reserve	-4,305	0	4,305		4,305	0.0 %
Capital & Projects :- Expenditure	<b>-5,745</b>	<b>-2,080</b>	<b>3,665</b>	<b>0</b>	<b>3,665</b>	<b>276.2 %</b>
4005 Casual & agency workers	1,800	1,310	-490		-490	137.4 %
4010 Janitorial	201	0	-201		-201	0.0 %
4012 Water Rates	311	440	129		129	70.7 %
4013 Rent Paid Parks	5,000	10,000	5,000		5,000	50.0 %
4014 Rent Paid Play Areas	100	200	100		100	50.0 %
4017 Waste Disposal	3,513	7,450	3,937		3,937	47.2 %
4019 Gatekeepers Commission	6,000	6,000	0		0	100.0 %
4020 Sundry Expenses	568	840	272		272	67.6 %
4036 Building Maintenance	0	1,000	1,000		1,000	0.0 %
4039 General Maintenance	8,879	650	-8,229		-8,229	1366.0
4041 Equipment Maintenance	657	260	-397		-397	252.7 %
4043 Tree Maintenance	0	2,000	2,000		2,000	0.0 %
4046 Grass Cutting	12,175	9,890	-2,285		-2,285	123.1 %
4047 Play Area Maintenance	9,821	14,820	4,999		4,999	66.3 %
Parks and Outside Areas :- Expenditure	<b>49,025</b>	<b>54,860</b>	<b>5,835</b>	<b>0</b>	<b>5,835</b>	<b>89.4 %</b>
1000 Carparking Fees	9,363	13,500	-4,138			69.4 %
1001 Lease,Rent,Hire pitches/land	2,120	4,950	-2,830			42.8 %
1002 Fishing Rights	1,036	0	1,036			0.0 %
1003 Moorings Income	1,205	0	1,205			0.0 %



Month No : 9

## Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
1012	Concessions	2,100	0	2,100			0.0 %
1178	Grants Received	3,034	0	3,034			0.0 %
	Parks and Outside Areas :- Income	<b>18,857</b>	<b>18,450</b>	<b>407</b>			<b>102.2 %</b>
	<b>Net Expenditure over Income</b>	<b>24,423</b>	<b>34,330</b>	<b>9,907</b>			
<b>202</b>	<b>Allotments</b>						
5020	Tfr to EMR Millers Bank Maint	400	0	-400		-400	0.0 %
	Parks and Outside Areas :- Income	<b>400</b>	<b>0</b>	<b>-400</b>	<b>0</b>	<b>-400</b>	
4012	Water Rates	240	510	270		270	47.1 %
4039	General Maintenance	168	260	92		92	64.6 %
	Allotments :- Expenditure	<b>408</b>	<b>770</b>	<b>362</b>	<b>0</b>	<b>362</b>	<b>53.0 %</b>
1010	Allotment Rents	1,797	2,400	-603			74.9 %
1011	Allotment Sundry Income	112	44	68			254.5 %
	Allotments :- Income	<b>1,909</b>	<b>2,444</b>	<b>-535</b>			<b>78.1 %</b>
	<b>Net Expenditure over Income</b>	<b>-1,101</b>	<b>-1,674</b>	<b>-573</b>			
<b>203</b>	<b>Cemetery</b>						
5124	Tfr frm ERM Cemetery Wall	-6,225	0	6,225		6,225	0.0 %
	Allotments :- Income	<b>-6,225</b>	<b>0</b>	<b>6,225</b>	<b>0</b>	<b>6,225</b>	
4001	Salary & Wages	0	350	350		350	0.0 %
4011	Business Rates	706	710	4		4	99.4 %
4016	Electricity Floodlights	154	310	156		156	49.8 %
4024	Subscriptions	90	0	-90		-90	0.0 %
4035	Village Improvement	289	0	-289		-289	0.0 %
4036	Building Maintenance	0	1,500	1,500		1,500	0.0 %
4039	General Maintenance	12,765	12,940	175		175	98.6 %
4042	Equipment Maintenance	502	340	-162		-162	147.5 %
4043	Tree Maintenance	0	500	500		500	0.0 %
	Cemetery :- Expenditure	<b>14,506</b>	<b>16,650</b>	<b>2,144</b>	<b>0</b>	<b>2,144</b>	<b>87.1 %</b>
1130	Burials	6,560	5,180	1,380			126.6 %
1131	Memorials	2,125	1,940	185			109.5 %
1135	Cemetery Maintenance Income	1,927	686	1,241			280.9 %
	Cemetery :- Income	<b>10,612</b>	<b>7,806</b>	<b>2,806</b>			<b>135.9 %</b>
	<b>Net Expenditure over Income</b>	<b>-2,331</b>	<b>8,844</b>	<b>11,175</b>			

Month No : 9

## Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>204</b>	<b>Street Lighting</b>						
4018	Electricity Streetlights	4,228	6,760	2,532		2,532	62.5 %
4039	General Maintenance	0	1,740	1,740		1,740	0.0 %
	Street Lighting :- Expenditure	<b>4,228</b>	<b>8,500</b>	<b>4,272</b>	<b>0</b>	<b>4,272</b>	<b>49.7 %</b>
	<b>Net Expenditure over Income</b>	<b>4,228</b>	<b>8,500</b>	<b>4,272</b>			
<b>205</b>	<b>Village Management</b>						
5027	Tfr to N'hood Plan Reserve	20,000	0	-20,000		-20,000	0.0 %
5127	Tfr from N'hood Plan Reserve	0	0	0		0	0.0 %
	Street Lighting :- Expenditure	<b>20,000</b>	<b>0</b>	<b>-20,000</b>	<b>0</b>	<b>-20,000</b>	<b>200000</b>
4020	Sundry Expenses	100	0	-100		-100	0.0 %
4032	Publicity & Special Events	54	4,110	4,056		4,056	1.3 %
4035	Village Improvement	3,783	10,000	6,217		6,217	37.8 %
4039	General Maintenance	128	0	-128		-128	0.0 %
4043	Tree Maintenance	0	510	510		510	0.0 %
4048	Footpath & Verge Mtce	10,733	22,840	12,107		12,107	47.0 %
4049	War Memorial Maintenance	0	1,320	1,320		1,320	0.0 %
4050	Street Furniture & Signs	1,381	2,930	1,549		1,549	47.1 %
4051	Village Liason	0	80	80		80	0.0 %
4052	Neighbourhood Plan	5,902	6,880	978		978	85.8 %
	Village Management :- Expenditure	<b>22,081</b>	<b>48,670</b>	<b>26,589</b>	<b>0</b>	<b>26,589</b>	<b>45.4 %</b>
1121	Sundry Receipts	50	0	50			0.0 %
	Village Management :- Income	<b>50</b>	<b>0</b>	<b>50</b>			
	<b>Net Expenditure over Income</b>	<b>42,031</b>	<b>48,670</b>	<b>6,639</b>			

## Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
100	Debtors Control			3,801.72	
105	VAT Control A/c			1,347.73	
201	Current Bank A/c			59,775.75	
202	Bank Deposit Account			85,246.34	
203	Treasury Deposit account			409,925.95	
310	General Reserves				258,474.92
320	EMR Millers Bank Maintenance				15,276.00
321	EMR Play Area Renewal				61,913.32
322	EMR Tree Maintenance				26,462.00
323	EMR Village Improvement				56,059.20
324	EMR Cemetery Wall Repair				11,333.40
325	EMR Skatepark				695.05
327	EMR Neighbourhood Plan				20,000.00
501	Creditors Control				1,336.77
515	PAYE Control				1,859.30
1000	Carparking Fees	201	Parks and Outside Areas		9,362.50
1001	Lease,Rent,Hire pitches/land	201	Parks and Outside Areas		2,119.72
1002	Fishing Righs	201	Parks and Outside Areas		1,036.00
1003	Moorings Income	201	Parks and Outside Areas		1,205.00
1010	Allotment Rents	202	Allotments		1,797.29
1011	Allotment Sundry Income	202	Allotments		111.99
1012	Concessions	201	Parks and Outside Areas		2,100.00
1120	Room hire and letting Fees	101	Administration		120.00
1121	Sundry Receipts	101	Administration		76.00
1121	Sundry Receipts	205	Village Management		50.00
1130	Burials	203	Cemetery		6,560.00
1131	Memorials	203	Cemetery		2,125.00
1135	Cemetery Maintenance Income	203	Cemetery		1,926.72
1176	Precept	101	Administration		205,000.00
1177	Council Support Grant	101	Administration		16,730.00
1178	Grants Received	201	Parks and Outside Areas		3,034.11
1190	Bank Interest	101	Administration		2,174.97
4001	Salary & Wages	101	Administration	27,603.37	
4005	Casual & agency workers	201	Parks and Outside Areas	1,800.00	
4008	Training Costs	101	Administration	299.00	
4009	Travelling	101	Administration	410.13	
4010	Janitorial	201	Parks and Outside Areas	200.60	
4011	Business Rates	101	Administration	451.20	
4011	Business Rates	203	Cemetery	705.60	
4012	Water Rates	201	Parks and Outside Areas	310.96	
4012	Water Rates	202	Allotments	240.29	
4013	Rent Paid Parks	201	Parks and Outside Areas	5,000.00	

## Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
4014	Rent Paid Play Areas	201	Parks and Outside Areas	100.00	
4016	Electricity Floodlights	203	Cemetery	154.32	
4017	Waste Disposal	201	Parks and Outside Areas	3,513.46	
4018	Electricity Streetlights	204	Street Lighting	4,227.90	
4019	Gatekeepers Commission	201	Parks and Outside Areas	6,000.00	
4020	Sundry Expenses	101	Administration	228.44	
4020	Sundry Expenses	201	Parks and Outside Areas	568.00	
4020	Sundry Expenses	205	Village Management	100.00	
4021	Telephone	101	Administration	558.83	
4022	Postage & Carriage	101	Administration	80.14	
4023	Office Stationery	101	Administration	317.40	
4024	Subscriptions	101	Administration	1,122.00	
4024	Subscriptions	102	Civic & Democratic	25.00	
4024	Subscriptions	203	Cemetery	90.00	
4025	Insurance	101	Administration	2,301.52	
4026	Broadband and Internet	101	Administration	210.16	
4027	Equipment Rental	101	Administration	1,453.49	
4028	Accounts Support	101	Administration	2,987.60	
4029	IT & Computer Support	101	Administration	457.50	
4030	Website	101	Administration	1,107.60	
4032	Publicity & Special Events	205	Village Management	54.19	
4035	Village Improvement	101	Administration	1,926.00	
4035	Village Improvement	203	Cemetery	288.95	
4035	Village Improvement	205	Village Management	3,783.20	
4037	Newsletter	102	Civic & Democratic	1,465.00	
4039	General Maintenance	201	Parks and Outside Areas	8,879.04	
4039	General Maintenance	202	Allotments	168.00	
4039	General Maintenance	203	Cemetery	12,765.13	
4039	General Maintenance	205	Village Management	127.70	
4041	Equipment Maintenance	201	Parks and Outside Areas	657.08	
4042	Equipment Maintenance	203	Cemetery	501.64	
4046	Grass Cutting	201	Parks and Outside Areas	12,175.00	
4047	Play Area Maintenance	201	Parks and Outside Areas	9,820.75	
4048	Footpath & Verge Mtce	205	Village Management	10,732.95	
4050	Street Furniture & Signs	205	Village Management	1,381.00	
4052	Neighbourhood Plan	205	Village Management	5,901.98	
4053	Election Costs	102	Civic & Democratic	300.00	
4056	Legal and Professional	101	Administration	655.00	
4057	Audit Fee	101	Administration	25.00	
4061	Grants - Donations	107	Grants & Donations Power Gen C	2,627.40	
4904	CP War Memorial Bollards	109	Capital & Projects	3,551.80	
5020	Tfr to EMR Millers Bank Maint	201	Parks and Outside Areas	640.00	

## Account Number Order

<u>A/c Code</u>	<u>Account Name</u>	<u>Centre</u>	<u>Centre Name</u>	<u>Debit</u>	<u>Credit</u>
5020	Tfr to EMR Millers Bank Maint	202	Allotments	400.00	
5027	Tfr to N'hood Plan Reserve	205	Village Management	20,000.00	
5120	Tfr frm Millers Bank Maint	201	Parks and Outside Areas		2,080.00
5124	Tfr frm ERM Cemetery Wall	203	Cemetery		6,224.60
5125	Tfr frm Skatepark Reserve	201	Parks and Outside Areas		4,304.95
<b>Trial Balance Totals :</b>				<b>721,548.81</b>	<b>721,548.81</b>
<b>Difference</b>				<b>0.00</b>	

At : 16:35

## Bank Current Account

## Cash Received between 01/12/2015 and 31/12/2015

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<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
02/12/2015	Memory Lane 442		Memory Lane 442	80.00
02/12/2015	Transfer frm Deposit a/c		Transfer	10,000.00
04/12/2015	Hemming & Peace 1239		Hemming & Peace 1239	275.00
14/12/2015	D.Baker 1240		D.Baker 1240	275.00
14/12/2015	Grant - Grass cutting		Grant - Grass cutting	3,034.11
15/12/2015	Sales Recpts Page 16		Sales Recpts Page 16	200.00
21/12/2015	Various	502679	Various	630.00
29/12/2015	T/fer WMTT M107701420009	DEP	T/fer WMTT M107701420009	55,074.05
			<b>Total Receipts</b>	<b>69,568.16</b>

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