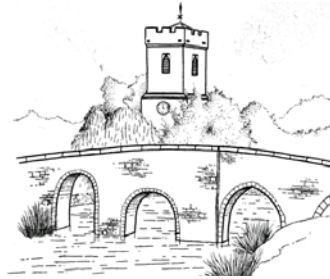


# BIDFORD ON AVON PARISH COUNCIL

## In the County of Warwickshire



Minutes of the Parish Council Meeting held on Monday 21<sup>st</sup> August 2017 @ 7.30 pm, at the Parish Council Meeting Room, Bramley Way, B50 4QG

### **PRESENT**

Chairman                                      Cllr. Knight –Vice Chairman of the Council

Cllrs.    Atkins, Ms Deacon, Fleming, Hiscocks, Mrs Keeley and Ms Randell

Also present:                                  County Cllr Brain  
District Cllr Cargill  
4 members of the public

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

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

*Cllrs Harvey, Pound and Mrs Taylor had sent their apologies which were accepted.*

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

- i.** 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.  
*None declared*
- ii.** 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 THE MINUTES OF THE PARISH COUNCIL MEETING HELD AT 7.30 PM ON 31<sup>ST</sup> JULY 2017**

Cllr Hiscocks proposed the Minutes 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**

No issues raised

**6. COUNCILLOR FORUM**

No issues raised

**7. TO RECEIVE REPORT FROM THE COUNTY COUNCILLOR**

Cllr Brain arrived late as he had attended another meeting.

- i. **Bidford Bridge signage** disappointed that the signage was not as strong as he would have wished. There is a safety audit taking place with Police on 31<sup>st</sup> August. Will report at the next meeting
- ii. **County Councillor Grant Scheme** – this year it ends in September not October – please ensure local groups are aware of the scheme.

**8. TO RECEIVE REPORT FROM DISTRICT COUNCILLORS**

Cllr Cargill arrived late as he had attended another meeting

- i. Gypsy and Traveller Broom site appeal had taken place. We now have to wait for the Inspector's report
- ii. Training – was glad to see that Bidford-on-Avon Parish Council was taking advantage of the training sessions offered by SDC. He had attended a number of them and was highly impressed by the quality on offer.

**9. RECEIVE CLERK'S REPORT**

Short verbal report advising that a safety audit was taking place in respect of Bidford Bridge – wait to hear the results of this.

**10. TO RECEIVE REPORTS FROM THE PARISH COUNCIL'S WORKING GROUP**

- i. **Amenities WG** – Report circulated and attached to these Minutes of which it forms an integral part  
**RESOLVED** to note and approve the recommendations made therein
- ii. **Business Development Strategic WG** – Report circulated and attached to these Minutes of which it forms an integral part.  
**RESOLVED** to note the report and approve the recommendations made therein

- iii. **Communications & Marketing Strategic WG** – Report circulated and attached to these Minutes of which it forms an integral part.  
**RESOLVED** to note the report and approve the recommendation made therein
- iv. **Housing Needs Survey** to note approval of wording of accompanying letter  
**RESOLVED** to note

**11. TO CONSIDER REQUEST FROM SDC IN RESPECT OF POTENTIAL S`106 ALLOCATION IF PLANNING PERMISSION IS GRANTED TO THE DEVELOPMENT OF 2 BIDFORD ROAD, BROOM, WHICH IS THE SUBJECT OF A PLANNING APPEAL. FUNDS TO BE ALLOCATED TO AN IDENTIFIED SPECIFIC SCHEME IN BROOM:**

- i. Unrestricted Natural Accessible Greenspace
- ii. Children and Young People's Equipped Play Facility
- iii. Outdoor Sport

There is an identified need for play equipment for toddlers in Broom and the **Recommendation** is to propose this as the identified scheme.

**RESOLVED** to approve the recommendation for play equipment for toddlers.

**12. TO CONSIDER SDC'S BRIEFING NOTE FOR PARISH COUNCILS REGARDING ITS PROPOSED FUTURE APPROACH TO S106 AGREEMENTS (Report circulated)**  
**RESOLVED** to accept to Proposed Future Approach

**13. TO CONSIDER FELLING OF A LARGE, DANGEROUS, WILLOW TREE ON POS CLOSE TO RIVERSIDE COTTAGE, KINGS LANE, BROOM AT A COST OF £625.00**

After some discussion it was unanimously **RESOLVED** that, as the willow was diseased and dangerous, to approve the felling.

**14. TO RECEIVE CORRESPONDENCE FROM**

- i. **NALC** Legal Topic Note 54 Protection of Ownerless Common Land and Village Greens  
**RESOLVED** to note

**15. TO CONSIDER THE FOLLOWING PLANNING APPLICATIONS**

- i. **17/00672/REM – Miller Homes Ltd, Land at Waterloo Road,**  
Erection of 200 dwellings, public open space and associated infrastructure – submission of details in pursuance of Conditions 1 and 2 of Outline Planning Permission Ref. No. 14/03027/OUT (Appeal Ref. No. APP/J3720/W/3089709)  
Report circulated  
**RESOLVED** to object on the following grounds  
Although in general, the development appears to be in accordance with the permission granted, there are some outstanding issues the need addressing:
  - **Boundaries** – it is not clear whether these are defined. Is there any constraint such as fencing or hedges to separate them from neighbouring developments?
  - **Footpaths** – the plans show apparent links to neighbouring footpaths but, with the exception of the east (Waterloo Road) and west (Heart of

England Way) these do not appear to be definite.

Needs clarifying

- **Play Area** – this is to the centre south of the development and borders the Taylor Wimpey POS but, again, there is no definite linkage. Is it the intention there should be? A point to bear in mind is that the Parish Council hopes to take over the maintenance of the Miller Homes POS whereas Taylor Wimpey has transferred the maintenance to a management company.
- **Drainage** – this is a large area and more detail is required. The Taylor Wimpey and Bloor Homes developments to the north and south of this site have had to be elevated to ensure good drainage: is the same occurring here? Have they taken into account the elevation of the other developments and what impact they can have on this site?
- **Parking** – parking areas for visitors was requested but does not appear to have been included. The consequence will be visitors parking on the footpaths.
- **POS Parking** – again an area to offer parking facilities to those using the POS to the west of the site was requested and does not appear to have been included.
- **Driveways** - they should be of porous material to minimise the risk of surface flooding
- **House types** – the inclusion of more bungalows is noted and appreciated: however, the design could be greatly improved – they are too bland
- **Solar Panels** – could these be included to improve energy efficiency as supported by the Bidford on Avon Neighbourhood Plan
- **Materials** - need specification of materials being used as well as tiles
- **Play equipment/Community Orchard/POS** the Parish Council would like to be involved in the details of these:
  - Layout
  - Type of play equipment
  - Type of trees

ii. **17/01641/FUL Mr A Dean, The Yealms, 7 High Street, B50 4HJ**

Demolition of existing garages and car port and replacement with new garage and annex

**RESOLVED** to object as it is contrary to the Bidford on Avon NDP

- **Neighbourhood Housing** –the villages of Barton, Marlcliff and Broom are not considered suitable for new market housing due to their inability to support sustainable development
- **Policy H1 – Village Boundary** “*all areas outside the Village Boundary are classed as countryside. New housing development in the countryside will be limited to dwellings for rural workers, replacement dwellings and new housing development supported by Policy H2*”

- iii. **17/02307/TEL28 – PCP 057 High Street Outside 102, High Street**  
Install fixed line broadband electronic communications apparatus: 1 x DSLAM equipment cabinet and 1 x PCP cabinet (ID ref: PC057)  
**RESOLVED** to support as per Policy ECON3 of the Bidford on Avon NDP  
*“Promoting high speed Broadband”*

**16. TO CONSIDER/APPROVE COMMENTS MADE TO THE PLANNING INSPECTOR OBJECTION TO THE DEVELOPMENT AT 2 BIDFORD ROAD, BROOM (Re. 16/03278/OUT) (CIRCULATED)**  
**RESOLVED** to approve the comments to be made

**17. TO CONSIDER AND APPROVE**

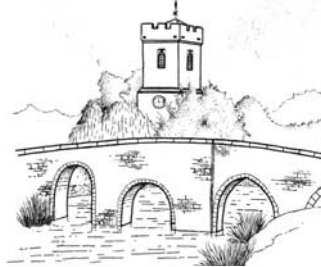
- i. **Completed accounts for the month of July 2017**  
These had been circulated  
**RESOLVED** they should be accepted and approved
- ii. **To approve payments to be made in August 2017**  
List of cheques to be raised and signed had been circulated. List of payable invoices form part of these Minutes and totalled an amount of £9,093.95  
**RESOLVED** to approve the August payments, cheques to be signed by Cllrs. Ms Deacon and Ms Randell

The meeting closed at approx. 8.20 pm



# **BIDFORD ON AVON PARISH COUNCIL**

## **In the County of Warwickshire**



### **Item 10i) - REPORT FROM THE AMMENITIES WORKING GROUP**

**Members: Cllrs. Hiscock (Chairman), Mrs Keeley and Pound**  
**Attendant: Mrs E Uggerløse - Clerk**

Members met on Tuesday 8<sup>th</sup> August 2017 @ 7.15 pm at Bidford Community Library

#### **1. Grant Application**

- **Bidford on Avon Fire & Rescue Services**  
Request to purchase a defibrillator for the Fire Station  
**Grant request - £1,800**  
Refer to point 2

#### **2. To consider** the proposal to purchase defibrillators for Bidford on Avon:

- Locations
- Number

There was a discussion as to the benefits of installing defibrillators in the village and whether they represent good value for money. The Clerk advised that a number of residents had, over the years, often raised this question to her at the Parish Council Office so it would appear the local community would support this project.

Research suggests that successful treatment relies on the ability of the person using the machine to have knowledge of CPR. It is clear from the figures published by the resurrection council that where the person has been trained survival prospects of the patient are far higher. Members of the Fire Station have had training and it appears pupils from Alcester High have a well. It is, therefore, proposed that training be provided.

Other locations agreed were outside the Chemist and Budgens, subject to their approval and, in view of the importance of training, it is also proposed that the Parish council arrange and pay for proper training of the staff at the chemist and Budgens as well as encourage members of the community to take part.

**Recommendation** to grant approval for the purchase and installation of 3 defibrillators (approx. cost £1,800 each) to be located at

- Bidford Fire Station
- Outside the chemist in the High Street
- Outside Budgens – subject to approval

To arrange and pay for appropriate training of staff and members of the local community.

The Clerk added that Primary care offered training for up to 12 persons at a cost of £300.

**RESOLVED** to approve the purchase and installation of 3 defibrillators and training.

### 3. Marleigh Park

To consider proposals put forward by

- **Play & Leisure**
- **Wicksteeds**
- **HAGS/SMP**

All 3 quotes received were for approx. £20,000. It was agreed to hold a consultation with parents and children at the school once term has started.

**Recommendation** to note

**RESOLVED** to note

### 4. Play Area: Annual Inspection

One of the major issues raised is the safety grass matting. Either because it is on a flood plain or due to excessive use, the grass matting is not doing its job and Mark has to continuously lift, fill and replace – which also damages the mat.

I contacted the play inspection company for their advice, which was to install “Wetpour”. Jamie Southern, of RTC Safety Surfaces Ltd (recommended by the play inspection company) came to look at the area and quote for the Wetpour:

- £14,000 – preparation done by Mark
- £15,203 – Wetpour
- **£29,203 – TOTAL**

In view of the cost and, as there is no guarantee it will survive a flood, I asked the play inspection company if bark would be a suitable safety measure. The answer was yes. The cost for this is **£9,000** - £8,000 the preparation and £1,000 the bark. It must be noted that the bark will have to be raked and refilled but I believe the difference in the price justifies this. And, in the event of a flood, it will simply wash away and all that needs to be done is replace it.

Following a discussion regarding the merits of the more expensive Wetpour compared to the cheaper bark, it was unanimously agreed to make the following **Recommendation** to approve the installation of Wetpour, this being superior, cleaner and more aesthetic than bark. The work to be carried out after the Big Meadow closes for the summer season.

**RESOLVED** to approve the installation of Wetpour

**5. Broom Street Light Survey**

Wording was approved and the surveys are being distributed. The results to be considered at the Parish Council meeting of 25<sup>th</sup> September 2017

**Recommendation** to note

**RESOLVED** to note

**6. Big Meadow Fencing**

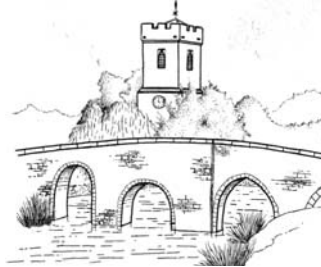
Quotation for the installation of the final part of fencing at the Big Meadow was considered after the meeting by email. The cost is £867.84 plus installation and the **Recommendation** is to approve the expenditure.

**RESOLVED** to approve the expenditure



# **BIDFORD ON AVON PARISH COUNCIL**

## **In the County of Warwickshire**



### **Item 10ii) - REPORT FROM THE BUSINESS DEVELOPMENT WORKING GROUP**

**Members: Cllrs. Atkins, Knight, Pound and Mrs Taylor (Chairman)**

**Attendant: Mrs E Uggerløse - Clerk**

**Royal British Legion property update.**

#### **Developers:**

In the interests of fair competition and new ideas, we have contacted surveyors and architects to look for developers who might be interested in partnering us in some way to produce an attractive and useful space at the entrance to the village.

With one exception, these approaches have not proved fruitful so far – the feedback being that large developers would not be interested in such a small plot – and most smaller ones are only interested in building houses. However, we will continue to look for and encourage potential small developers to engage with us on this project.

*The only developer who has shown an interest so far is H2 Land, who is prepared to work with us, taking on board the Bidford NDP.*

#### **Meeting with H2 Land on August 7th**

H2 Land are doing some research on retail developments, rents etc. to come up with plans for retail/community space with flats above. Housing is their usual area of expertise and they need to be sure that they come up with a mixed development that would be commercially viable. They are coming back to us with estimates for the cost of renting space in the development would be.

If the Parish Council wanted space on the site **at no cost** then the price they would offer the British Legion for the land would have to be reduced. We know from our meeting with the British Legion's property manager that the Legion's board will be looking for the best market price for the plot - with no special concessions for a

community project. – therefore a “no cost” option doesn’t seem feasible. This means the Parish Council would need to buy or rent any space it wanted to occupy, e.g. for a visitor centre.

In order to help progress H2 Land’s outline plans for the site we, as a Parish Council, need to be clear about what our aspirations are, such as:

- Maintaining some commercial use
- Creating an attractive entrance to the village
- Attracting people to the site to enliven the centre of the village
- Provide some community benefit – what would that be?
- Create a Bidford Visitor Centre
- Create an arcade of small pop-up shops to encourage entrepreneurs to start up small businesses.
- Provide space for people to meet e.g. toddler friendly coffee shop/ youth friendly coffee shop. (We have had an approach by a company that runs coffee shops for communities/ businesses etc.).
- Providing inexpensive starter flats and/or flats for the elderly

It would be useful for Parish Council members to share their ideas for the use of the space so that these can be put to H2 Land as soon as possible.

The ideas need not involve the Parish Council in any costs, except possibly rent for visitor centre space, or in underwriting the rent for small pop-up businesses, which should aim to pay for themselves. A community coffee shop with a visitor centre attached could be a self funding option.

### **British Legion:**

In our meeting with the British Legion it was made clear that a successful bid with plans for the plot would be one that would provide the greatest financial return without a risk of it falling through or being delayed for a long period - i.e. the outline plans submitted along with the bid must be:

- Commercially viable
- Likely to get planning permission easily
- From a developer that can prove it is financially sound

Marketing boards for the sale of the property will go up very soon, when expressions of interest will be invited, after which there will be at least 6 weeks before best and final offers are sought. We asked for more time, but that isn’t possible, so it is imperative that we get our ideas to potential developers as soon as possible.

**Other Examples:**

**Bosham Walk, West Sussex:** <http://www.bosham-walk.co.uk>

Created from a former Garage and Service Station.

An alleyway of very small art and craft shops with a coffee shop in the right hand alcove. This has shops on both floors, but I think used to have flats above.



**Upton on Severn Visitor Centre:** Free brochures on the history, fishing, floods, gifts, dressing up clothes for children, river walks, etc. etc.. It is staffed by Tourist Information staff some of the time, and by enthusiastic volunteers when TI staff are not on duty.



**For a visitor centre we have a lot to offer:**

Saxon artefacts – and the archeologically dig

Shakespeare legends – drunken Bidford, Beggary Broom, The crab apple tree

Famous authors – Barbara Comyns, AL Kennedy

River walks

Etc. etc.

PC Mins August 2017 Item 10ii) BDWG Report

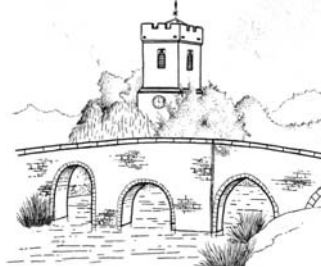
**Recommendation:**

To note the above update and agree, in principle, to continue to work with H2Land (or other developer) with a view to renting/leasing space for community/commercial purposes.

**RESOLVED** to note the report and agree, in principle, for the BDWG to continue to work with H2Land (or other developer)

# BIDFORD ON AVON PARISH COUNCIL

## In the County of Warwickshire



### Item 10 iii) - REPORT FROM THE COMMUNICATION & MARKETING WORKING GROUP

**Members:** Cllrs. Ms Deacon – Chairman, Cllr Fleming and Cllr Ms Randell.  
**Attendant:** Mrs E Uggerløse - Clerk

#### 1. Village signage

These were installed on 17<sup>th</sup> August as agreed with WCC Highways.

**Recommendation** to note

**RESOLVED** to note

#### 2. Village advertising gates

These have been installed. The Bidford Chamber of Trade & Commerce will fix the hooks to the gate to fit a PVC Banner size 1800 x 1000 mm. The cost for the banners, in full colour and with supplied artwork, is £80 (£20 each) plus delivery of £15.00.

**Recommendation** to note

**RESOLVED** to note

#### 3. Sign to High Street from B439 (replacing Brown Sign)

Sign designed on the basis of the Entrance Signs produced.

Cost £320.33

**Recommendation** – Council approve this signs which is welcome by the High Street shops and businesses

**RESOLVED** to approve the sign and cost.

**4. Village Directory**

Following the discussion of the last meeting, by reducing the number of pages from 68 to 64, and the quantity from 3,500 to 3,300 the cost has been reduced to £2,050 whilst the revenue has increased to £2,165 – thus meeting the current policy.

**Recommendation** – Council approves the publication of the Bidford Village Directory 2017-19.

**RESOLVED** to approve the publication of the Bidford Village Directory 2017-19

## Bank Current Account

Payments made between 01/07/2017 and 31/07/2017

## Nominal Ledger Analysis

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ VAT	A/c Centre	£ Amount	Transaction Details
03/07/2017	O2 - DD	DD	42.11	42.11		501		Purchase Ledger
14/07/2017	Stratford-on-Avon District Cou	DD -192454	66.00	66.00		501		Purchase Ledger
14/07/2017	Stratford-on-Avon District Cou	DD1-172128	53.00	53.00		501		Purchase Ledger
17/07/2017	HMRC PAYE	BACS	2,512.33			515	2,512.33	HMRC PAYE
17/07/2017	HMRC	FPO	2,512.33			515	2,512.33	HMRC
17/07/2017	HMRC /PAYE	FPO	-2,512.33			515	-2,512.33	HMRC/PAYE - entered twice
17/07/2017	De Lage Leasing Ltd - DD	SO	429.30	429.30		501		Purchase Ledger
24/07/2017	EDF Energy - DD	DD	583.01	583.01		501		838/June 2017
25/07/2017	O2 - DD	DD1	11.08	11.08		501		809/07718 628 925
26/07/2017	Vodafone - DD	DD	31.00	31.00		501		862/Broadband 11/7 to 10/8/17
31/07/2017	The Alcester Connection	6844	50.00	50.00		501		830/Connection Mag Jul 17
31/07/2017	Apogee Corporation Ltd	6845	62.45	62.45		501		837/Photocopier 14/3/17 to 16/
31/07/2017	Nic Ashford	6846	30.00	30.00		501		828/lock to side gate/spray
31/07/2017	Avon Planning Services	6847	1,260.00	1,260.00		501		827/Planning advice June 17
31/07/2017	Simon Barrier	6848	244.25	244.25		501		847/Signs & Fence repairs
31/07/2017	Phil Basford	6849	87.34	87.34		501		842/Strimmer cord & head
31/07/2017	Bloomfield Limited	6850	455.00	455.00		501		829/A4 Newsletter BIG
31/07/2017	Building & Plumbing Supplies L	6851	31.03	31.03		501		848/Junior bag crusher run
31/07/2017	Environmental & Retail Service	6852	15.00	15.00		501		831/ 5 x packs A4 paper
31/07/2017	Glasdon U.K.Limited	6853	1,954.62	1,954.62		501		839/Bins & signs
31/07/2017	Grundon Waste Management Ltd	6854	346.62	346.62		501		849/charges to 30/6/17
31/07/2017	Hartwell & Co (Timber) Ltd	6855	29.74	29.74		501		832/3.6m 20mm x 47mm TSW
31/07/2017	D J Prickett	6856	575.00	575.00		501		834/Check play areas June 17
31/07/2017	SLCC Enterprises Ltd	6857	24.96	24.96		501		854/Guides
31/07/2017	Mark Smith	6858	7,910.00	7,910.00		501		852/Mow all areas
31/07/2017	Mrs A Smith	6859	300.00	300.00		501		851/Fees July 2017
31/07/2017	Stratford-on-Avon District Cou	6860	108.00	108.00		501		855/Member training
31/07/2017	Elisabeth Uggerloese	6861	227.00	227.00		501		856/July expenses
31/07/2017	WALC	6862	175.00	175.00		501		836/Art of Being Brilliant
31/07/2017	Water+Plus	DD1	297.25	297.25		501		863/B/Meadow 30/1 to 30/6
31/07/2017	Microshade VSM - SO	SO	53.10	53.10		501		840/Monthly hosting & software
31/07/2017	Warks PS	SO	793.20			517	793.20	Warks PS
31/07/2017	Mrs E Uggerloese	SO	1,973.54			516	1,973.54	Mrs E Uggerloese
<b>Sub Total Carried Forward</b>			20,730.93	15,451.86	0.00		5,279.07	

Date: 15/08/2017

**Bidford on Avon Parish Council**

Page No: 2

Time: 15:20

**Cash Book No : 1**

User : DAL

**Bank Current Account**

Payments made between 01/07/2017 and 31/07/2017

**Nominal Ledger Analysis**

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
31/07/2017	DCK Beavers Ltd	SO1	252.00	252.00		501			843/July accounting
31/07/2017	Limebridge Rural Services Ltd	SO2	1,992.10	1,992.10		501			833/footpaths & amenity main
<b>Total Payments :</b>			22,975.03	17,695.96	0.00			5,279.07	



Date: 15/08/2017

Bidford on Avon Parish Council

Page No: 1

Time: 15:20

Cash Book No : 1

User : DAL

**Bank Current Account**

Receipts received between 01/07/2017 and 31/07/2017

**Nominal Ledger Analysis**

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked on : <b>11/07/2017</b>	<b>1,675.00</b>						
502316	Big Meadow Car Park	1,675.00		279.17	1000	201	1,395.83	Big Meadow Car Park
	Banked on : <b>13/07/2017</b>	<b>1,795.00</b>						
502317	Big Meadow Car Park	1,795.00		299.17	1000	201	1,495.83	Big Meadow Car Park
	Banked on : <b>19/07/2017</b>	<b>7.00</b>						
BGC	Aerial Direct DIS878680	7.00			4021	101	7.00	Aerial Direct DIS878680
	Banked on : <b>19/07/2017</b>	<b>10.80</b>						
BGC	Aerial Direct -DIS878681	10.80			4021	101	10.80	Aerial Direct -DIS878681
	Banked on : <b>24/07/2017</b>	<b>429.30</b>						
BGC	De Lage Leasing	429.30			501		429.30	De Lage Leasing - Refund
	<b>Total Receipts :</b>	<b>3,917.10</b>	<b>0.00</b>	<b>578.34</b>			<b>3,338.76</b>	

Month No : 4

## Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>101</b>	<b>Administration</b>							
4001	Salary & Wages	42,591	14,521	43,803	29,282		29,282	33.2 %
4008	Training Costs	948	463	1,000	537		537	46.3 %
4009	Travelling	629	178	750	572		572	23.8 %
4010	Janitorial	1	54	0	-54		-54	0.0 %
4011	Business Rates	455	371	465	94		94	79.8 %
4020	Sundry Expenses	159	72	200	128		128	35.9 %
4021	Telephone	990	162	1,000	838		838	16.2 %
4022	Postage & Carriage	107	45	130	85		85	34.8 %
4023	Office Stationery	488	90	500	410		410	17.9 %
4024	Subscriptions	1,286	971	1,350	379		379	71.9 %
4025	Insurance	2,213	2,312	2,500	188		188	92.5 %
4026	Broadband and Internet	274	74	295	221		221	25.1 %
4027	Equipment Rental	1,076	410	1,450	1,040		1,040	28.3 %
4028	Accounts Support	3,503	1,215	3,665	2,450		2,450	33.2 %
4029	IT & Computer Support	704	262	650	388		388	40.3 %
4030	Website	1,128	397	1,600	1,203		1,203	24.8 %
4032	Publicity & Special Events	275	0	200	200		200	0.0 %
4034	New Office Equipment	547	0	150	150		150	0.0 %
4035	Village Improvement	1,926	0	2,000	2,000		2,000	0.0 %
4056	Legal and Professional	0	0	750	750		750	0.0 %
4057	Audit Fees External & Internal	1,416	-1,601	1,250	2,851		2,851	-128.1
	Administration :- Expenditure	<b>60,716</b>	<b>19,997</b>	<b>63,708</b>	<b>43,711</b>	<b>0</b>	<b>43,711</b>	<b>31.4 %</b>
1120	Room hire and letting Fees	68	0	0	0			0.0 %
1121	Sundry Receipts	0	4	0	4			0.0 %
1176	Precept	216,424	120,243	230,255	-110,013			52.2 %
1177	Council Support Grant	12,290	0	9,130	-9,130			0.0 %
1190	Bank Interest	1,997	95	2,500	-2,405			3.8 %
	Administration :- Income	<b>230,778</b>	<b>120,341</b>	<b>241,885</b>	<b>-121,544</b>			<b>49.8 %</b>
	<b>Net Expenditure over Income</b>	<b>-170,062</b>	<b>-100,345</b>	<b>-178,177</b>	<b>-77,832</b>			
<b>102</b>	<b>Civic &amp; Democratic</b>							
4032	Publicity & Special Events	500	1,004	0	-1,004		-1,004	0.0 %
4037	Newsletter	1,060	960	2,020	1,060		1,060	47.5 %
4053	Election Costs	0	0	2,500	2,500		2,500	0.0 %
	Civic & Democratic :- Expenditure	<b>1,560</b>	<b>1,964</b>	<b>4,520</b>	<b>2,556</b>	<b>0</b>	<b>2,556</b>	<b>43.4 %</b>
	<b>Net Expenditure over Income</b>	<b>1,560</b>	<b>1,964</b>	<b>4,520</b>	<b>2,556</b>			

Month No : 4

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
<b>107 Grants &amp; Donations Power Gen C</b>							
4061 Grants and Donations	17,526	500	25,000	24,500		24,500	2.0 %
Grants & Donations Power Gen C :- Expenditure	<b>17,526</b>	<b>500</b>	<b>25,000</b>	<b>24,500</b>	<b>0</b>	<b>24,500</b>	<b>2.0 %</b>
1178 Grants Received	7,165	3,900	0	3,900			0.0 %
Grants & Donations Power Gen C :- Income	<b>7,165</b>	<b>3,900</b>	<b>0</b>	<b>3,900</b>			
<b>Net Expenditure over Income</b>	<b>10,361</b>	<b>-3,400</b>	<b>25,000</b>	<b>28,400</b>			
<b>109 Capital &amp; Projects</b>							
4991 Rolling Projects Provision	40,000	0	50,000	50,000		50,000	0.0 %
4992 Funding from Rolling Projects	-10,263	0	-11,500	-11,500		-11,500	0.0 %
5128 Tfr frm EMR Play Equipment	-5,000	0	0	0		0	0.0 %
Grants & Donations Power Gen C :- Income	<b>24,738</b>	<b>0</b>	<b>38,500</b>	<b>38,500</b>	<b>0</b>	<b>38,500</b>	
4015 Electricity	0	14,478	0	-14,478		-14,478	0.0 %
4035 Village Improvement	0	262	0	-262		-262	0.0 %
4901 CP Play Equipment	21,200	0	0	0		0	0.0 %
4903 CP New Streetlights	5,764	0	11,500	11,500		11,500	0.0 %
Capital & Projects :- Expenditure	<b>26,964</b>	<b>14,740</b>	<b>11,500</b>	<b>-3,240</b>	<b>0</b>	<b>-3,240</b>	<b>128.2 %</b>
<b>Net Expenditure over Income</b>	<b>51,702</b>	<b>14,740</b>	<b>50,000</b>	<b>35,260</b>			
<b>201 Parks and Outside Areas</b>							
5120 Tfr frm EMR Millers Bank Maint	-6,020	-3,360	0	3,360		3,360	0.0 %
Capital & Projects :- Expenditure	<b>-6,020</b>	<b>-3,360</b>	<b>0</b>	<b>3,360</b>	<b>0</b>	<b>3,360</b>	
4005 Casual & agency workers	1,800	1,200	2,000	800		800	60.0 %
4010 Janitorial	909	176	1,000	824		824	17.6 %
4012 Water Rates	429	297	440	143		143	67.6 %
4013 Rent Paid Parks	13,300	0	12,000	12,000		12,000	0.0 %
4014 Rent Paid Play Areas	100	0	0	0		0	0.0 %
4017 Waste Disposal	6,273	1,687	8,000	6,313		6,313	21.1 %
4019 Gatekeepers Commission	6,500	3,300	6,000	2,700		2,700	55.0 %
4020 Sundry Expenses	336	112	500	388		388	22.5 %
4023 Office Stationery	0	85	0	-85		-85	0.0 %
4035 Village Improvement	200	0	0	0		0	0.0 %
4036 Building Maintenance	69	472	1,000	528		528	47.2 %
4038 Vandalism Repairs	1,663	0	1,800	1,800		1,800	0.0 %
4039 General Maintenance	18,069	1,941	10,000	8,059		8,059	19.4 %
4041 Equipment Maintenance	5,297	2,553	500	-2,053		-2,053	510.6 %
4042 Equipment Maintenance	50	0	0	0		0	0.0 %

Month No : 4

## Cost Centre Report

		Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4043	Tree Maintenance	4,800	450	2,000	1,550		1,550	22.5 %
4046	Grass Cutting	14,564	7,490	15,000	7,510		7,510	49.9 %
4047	Play Area Maintenance	14,778	2,790	15,000	12,210		12,210	18.6 %
4050	Street Furniture & Signs	167	1,898	250	-1,648		-1,648	759.2 %
4061	Grants and Donations	0	4,150	0	-4,150		-4,150	0.0 %
	Parks and Outside Areas :- Expenditure	<b>89,305</b>	<b>28,602</b>	<b>75,490</b>	<b>46,888</b>	<b>0</b>	<b>46,888</b>	<b>37.9 %</b>
1000	Carparking Fees	17,628	10,733	12,500	-1,767			85.9 %
1001	Lease,Rent,Hire pitches/land	3,685	1,325	2,500	-1,175			53.0 %
1002	Fishing Rights	1,036	0	1,100	-1,100			0.0 %
1003	Moorings Income	0	0	1,325	-1,325			0.0 %
1005	Insurance Claims - Play Equipt	2,889	0	0	0			0.0 %
1012	Concessions	2,079	3,758	2,080	1,678			180.7 %
1178	Grants Received	7,191	0	0	0			0.0 %
	Parks and Outside Areas :- Income	<b>34,509</b>	<b>15,817</b>	<b>19,505</b>	<b>-3,688</b>			<b>81.1 %</b>
	<b>Net Expenditure over Income</b>	<b>48,776</b>	<b>9,425</b>	<b>55,985</b>	<b>46,560</b>			
<b>202</b>	<b>Allotments</b>							
5026	Tfr to EMR Allotments	0	0	1,590	1,590		1,590	0.0 %
	Parks and Outside Areas :- Income	<b>0</b>	<b>0</b>	<b>1,590</b>	<b>1,590</b>	<b>0</b>	<b>1,590</b>	<b>0.0 %</b>
4012	Water Rates	596	0	550	550		550	0.0 %
4039	General Maintenance	229	530	260	-270		-270	203.8 %
	Allotments :- Expenditure	<b>825</b>	<b>530</b>	<b>810</b>	<b>280</b>	<b>0</b>	<b>280</b>	<b>65.4 %</b>
1010	Allotment Rents	2,663	864	2,400	-1,536			36.0 %
	Allotments :- Income	<b>2,663</b>	<b>864</b>	<b>2,400</b>	<b>-1,536</b>			<b>36.0 %</b>
	<b>Net Expenditure over Income</b>	<b>-1,837</b>	<b>-334</b>	<b>0</b>	<b>334</b>			
<b>203</b>	<b>Cemetery</b>							
4005	Casual & agency workers	3,500	0	0	0		0	0.0 %
4011	Business Rates	711	762	750	-12		-12	101.6 %
4012	Water Rates	29	25	500	475		475	4.9 %
4016	Electricity Floodlights	21	0	300	300		300	0.0 %
4023	Office Stationery	44	0	100	100		100	0.0 %
4024	Subscriptions	90	90	90	0		0	100.0 %
4039	General Maintenance	11,502	965	10,000	9,035		9,035	9.7 %
4042	Equipment Maintenance	882	2,404	750	-1,654		-1,654	320.5 %
4043	Tree Maintenance	0	0	500	500		500	0.0 %
4046	Grass Cutting	0	1,750	0	-1,750		-1,750	0.0 %

Month No : 4

## Cost Centre Report

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
4050 Street Furniture & Signs	0	99	0	-99		-99	0.0 %
Cemetery :- Expenditure	<b>16,780</b>	<b>6,094</b>	<b>12,990</b>	<b>6,896</b>	<b>0</b>	<b>6,896</b>	<b>46.9 %</b>
1130 Burials	5,770	1,215	5,000	-3,785			24.3 %
1131 Memorials	1,346	292	2,000	-1,708			14.6 %
1135 Cemetery Maintenance Income	142	0	686	-686			0.0 %
Cemetery :- Income	<b>7,258</b>	<b>1,507</b>	<b>7,686</b>	<b>-6,179</b>			<b>19.6 %</b>
<b>Net Expenditure over Income</b>	<b>9,523</b>	<b>4,587</b>	<b>5,304</b>	<b>717</b>			
<b>204 Street Lighting</b>							
4016 Electricity Floodlights	16	477	0	-477		-477	0.0 %
4018 Electricity Streetlights	6,727	1,224	7,100	5,876		5,876	17.2 %
4039 General Maintenance	1,368	0	1,800	1,800		1,800	0.0 %
4050 Street Furniture & Signs	2,072	0	0	0		0	0.0 %
Street Lighting :- Expenditure	<b>10,182</b>	<b>1,701</b>	<b>8,900</b>	<b>7,199</b>	<b>0</b>	<b>7,199</b>	<b>19.1 %</b>
<b>Net Expenditure over Income</b>	<b>10,182</b>	<b>1,701</b>	<b>8,900</b>	<b>7,199</b>			
<b>205 Village Management</b>							
4010 Janitorial	0	34	0	-34		-34	0.0 %
4017 Waste Disposal	250	0	500	500		500	0.0 %
4020 Sundry Expenses	0	35	0	-35		-35	0.0 %
4024 Subscriptions	159	0	0	0		0	0.0 %
4025 Insurance	360	0	0	0		0	0.0 %
4035 Village Improvement	7,103	1,646	6,500	4,854		4,854	25.3 %
4039 General Maintenance	1,842	392	500	108		108	78.5 %
4042 Equipment Maintenance	38	0	0	0		0	0.0 %
4043 Tree Maintenance	471	0	550	550		550	0.0 %
4045 Lengthman	295	0	1,000	1,000		1,000	0.0 %
4046 Grass Cutting	0	1,850	0	-1,850		-1,850	0.0 %
4047 Play Area Maintenance	0	994	0	-994		-994	0.0 %
4048 Footpath & Verge Mtce	15,842	3,338	16,500	13,162		13,162	20.2 %
4049 War Memorial Maintenance	0	0	500	500		500	0.0 %
4050 Street Furniture & Signs	2,023	0	3,000	3,000		3,000	0.0 %
4052 Neighbourhood Plan	4,575	1,050	0	-1,050		-1,050	0.0 %
4056 Legal and Professional	229	0	250	250		250	0.0 %
Village Management :- Expenditure	<b>33,188</b>	<b>9,340</b>	<b>29,300</b>	<b>19,960</b>	<b>0</b>	<b>19,960</b>	<b>31.9 %</b>
1160 Agency Income	3,034	0	3,000	-3,000			0.0 %
Village Management :- Income	<b>3,034</b>	<b>0</b>	<b>3,000</b>	<b>-3,000</b>			<b>0.0 %</b>
<b>Net Expenditure over Income</b>	<b>30,154</b>	<b>9,340</b>	<b>26,300</b>	<b>16,960</b>			

## Combined Account Totals by Account Number

<u>A/c Code</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
100	Debtors Control	2,405.00	
105	VAT Control A/c	5,051.74	
201	Current Bank A/c		6,020.91
202	Bank Deposit Account	585,522.31	
310	General Reserves		145,222.31
315	EMR Rolling Projects Fund		201,185.70
320	EMR Millers Bank Maintenance		3,631.00
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		11,062.12
501	Creditors Control		6,203.74
515	PAYE Control		868.53
1000	Carparking Fees		10,733.33
1001	Lease,Rent,Hire pitches/land		1,325.00
1010	Allotment Rents		864.32
1012	Concessions		3,758.33
1121	Sundry Receipts		3.50
1130	Burials		1,215.00
1131	Memorials		291.67
1176	Precept		120,242.50
1178	Grants Received		3,900.00
1190	Bank Interest		95.23
4001	Salary & Wages	14,521.41	
4005	Casual & agency workers	1,200.00	
4008	Training Costs	463.00	
4009	Travelling	178.30	
4010	Janitorial	264.45	
4011	Business Rates	1,133.25	
4012	Water Rates	321.90	
4015	Electricity	14,478.49	
4016	Electricity Floodlights	476.80	
4017	Waste Disposal	1,687.28	
4018	Electricity Streetlights	1,224.46	
4019	Gatekeepers Commission	3,300.00	
4020	Sundry Expenses	219.24	
4021	Telephone	161.93	
4022	Postage & Carriage	45.28	
4023	Office Stationery	174.67	
4024	Subscriptions	1,061.08	
4025	Insurance	2,312.42	
4026	Broadband and Internet	74.01	
4027	Equipment Rental	409.79	
4028	Accounts Support	1,215.00	
4029	IT & Computer Support	262.00	

## Combined Account Totals by Account Number

<u>A/c Code</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
4030	Website	396.52	
4032	Publicity & Special Events	1,003.83	
4035	Village Improvement	1,907.77	
4036	Building Maintenance	472.00	
4037	Newsletter	960.00	
4039	General Maintenance	3,828.12	
4041	Equipment Maintenance	2,552.96	
4042	Equipment Maintenance	2,403.82	
4043	Tree Maintenance	450.00	
4046	Grass Cutting	11,090.00	
4047	Play Area Maintenance	3,783.83	
4048	Footpath & Verge Mtce	3,337.83	
4050	Street Furniture & Signs	1,996.67	
4052	Neighbourhood Plan	1,050.00	
4057	Audit Fees External & Internal		1,601.00
4061	Grants and Donations	4,650.00	
5120	Tfr frm EMR Millers Bank Maint		3,360.00
	<b>Trial Balance Total :</b>	<b>678,047.16</b>	<b>678,047.16</b>
	<b>Difference :</b>	<b>0.00</b>	

Date: 15/08/2017

## Bidford on Avon Parish Council

Page No: 1

Time: 16:39

Cash Book No : 1

User : DAL

## Bank Current Account

Payments made between 01/08/2017 and 30/08/2017

## Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
02/08/2017	O2 - DD	DD	41.86	41.86		501		850/07718628925
07/08/2017	NPower - DD	DD1	140.10	140.10		501		859/19 Apr 17 to 5 Jul 17
14/08/2017	Stratford-on-Avon District Cou	DD72128	53.00	53.00		501		Purchase Ledger
14/08/2017	Stratford-on-Avon District Cou	DD92454	66.00	66.00		501		Purchase Ledger
21/08/2017	BT - DD	6863	39.79	39.79		501		799/01789 778653 13/3to 10/5
21/08/2017	Building & Plumbing Supplies L	6864	4.38	4.38		501		866/3 x Coach bolt & nuts
21/08/2017	Canon UK Ltd	6865	89.30	89.30		501		872/Photocopier s/no WSH0750
21/08/2017	R Cattell Upholstery	6866	35.00	35.00		501		857/Banners x7
21/08/2017	Grundon Waste Management Ltd	6867	346.86	346.86		501		867/Rental July 2017
21/08/2017	Hartwell & Co (Timber) Ltd	6868	2,268.72	2,268.72		501		868/Postcrete,rail posts BMead
21/08/2017	Limebridge Rural Services Ltd	6869	48.00	48.00		501		869/Fence line strimming BMead
21/08/2017	The National Assoc. of British	6870	720.00	720.00		501		865/Annual Conference
21/08/2017	D J Prickett	6871	525.00	525.00		501		861/Big Meadow gym equip check
21/08/2017	Mark Smith	6872	3,890.00	3,890.00		501		877/Fit 4 x gates around Bidfo
21/08/2017	Mrs A Smith	6873	300.00	300.00		501		879/Aug fees Big Meadow
21/08/2017	Cllr Penelope Taylor	6874	261.58	261.58		501		870/Off BroadwayWhite/Bla
21/08/2017	Elisabeth Uggerloese	6875	75.36	75.36		501		882/anti-Malware Premium
21/08/2017	Phil Basford Garden Machinery	6875	189.00	189.00		501		883/Mitox Strimmer
<b>Total Payments :</b>			<b>9,093.95</b>	<b>9,093.95</b>	<b>0.00</b>		<b>0.00</b>	