

WELLOW PARISH COUNCIL
 MINUTES OF FULL MEETING OF THE PARISH COUNCIL HELD ON
 Monday 1st June 2020 - 7:15pm

This meeting was held remotely via Zoom

Attended by: Cllr Gaye Chesterton-Kay (GC), Cllr Ed Chesterton-Kay (EC), Cllr Alan Clark (AC), Cllr Christopher Craig (CC), Cllr Richard Light (RL), Cllr Charles Payne (CP), Cllr Phil Stehr (PS)

In Attendance: Mrs Sharon Whitehouse (Clerk), Mrs Karen Miles (Admin Assistant), 1 member of the public
 Cc: (for information): Cllr Gordon Bailey, Cllr Nick Adams-King, Cllr Roy Perry, Caroline Nokes MP, Romsey Police, Mike Freeman (Neighbourhood Plan).

1. **Apologies** - Cllr Gordon Bailey, Cllr Roy Perry
2. **Declarations of Interest** - None
3. **Public Participation** - None
4. **District/County Councillors' Reports** - Cllr Adams-King gave an update on the work done by support groups since the lockdown. There were teething problems with Unity and rural areas were not being adequately supported, including Wellow. Cllr Chris Craig, at very short notice had Wellow dropped in his lap and assisted by Karen Miles, took over the running of the Wellow Community Support Group. HCC's support line set up as well as the Unity one, received only 230 calls for help from residents from within Test Valley. TVBC residents made the lowest number of calls to the HCC support line during the lockdown period, compared to the next nearest borough/district, Hart which had 400 calls and NFDC with 1000 calls. This is a testament to the smooth running of the community volunteer groups in Test Valley and Cllr Adams-King passed his thanks on to Cllr Craig and Karen Miles for their work during lockdown.
 TVBC car park charges as of 22nd June are free for the first two hours then pay, these will be held for 1 month, then from 22nd July TVBC will re-instate all parking charges. TVBC are working with HCC seeking to close The Hundred between 10am-4pm to allow pedestrians to socially distance more easily, as pavements will be narrow with queues, barriers, and signage. Roger Tetsall has stepped down as Chief Executive of TVBC and Cllr Adams-King will be helping with interviews for his replacement. Nick advised that most Parish Councils in his area were now conducting their meetings online, except for Plaitford. The Solar Farm Planning Application (20/00814/FULLS) will be heard at the next Southern Area Planning Meeting on 14th July 2020. Cllr Adams-King is now notified about any roadworks and road closures happening within his area - Danes Road in Romsey will be closed for 3 weeks from 17th June 2020.
5. **To Receive Minutes of the Full Council Meetings held on 5th February 2020 and 2nd March 2020**
PROPOSED: Minutes of the Full Council Meeting held on 5th February and 2nd March were formally received.
RESOLVED: The minutes were approved as a true and accurate record and will be signed by the Chair in due course.
6. **Matters Arising** - The Chair referred to the cancellation of all Council meetings during April and May due to the Coronavirus pandemic, including the Annual Parish Assembly and the Annual General Meeting of the Parish Council.
RESOLVED: It was noted that the usual report prepared for the Annual Parish Assembly was completed and made available to residents on the website.

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Policy

- a. **Annual Confirmation of Councillor Interests** - All Councillors confirmed no changes to their forms.
- b. **To Ratify Membership of other Bodies - HALC/NALC/SLCC/Local Council Advisory Service (LCAS)/ICCM**
RESOLVED: Agreed by all Members present.
- c. **Councillor Vacancy - Variance to Policy due to Covid 19.**
The Parish Office has received 4 applications for co-option on to the Council.
PROPOSED: Due to the restrictions on social distancing, the Parish Council is unable to offer candidates an informal face to face meeting in advance of the vote taking place. This was noted by Members as a variance to the council's co-option policy and it was
RESOLVED: that candidates will be advised of this variance to policy and invited to take the opportunity to make a three-minute virtual presentation at the 6th July meeting, after which Members will vote for their preferred candidate.

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Community & Environment

- a. **Wellow Common - Reply to HCC Legal re. Land Registration**
PROPOSED: HCC Legal services have completed preliminary work on Wellow Common boundaries and sought agreement to the proposed title, as indicated on the map attached to the email of 16.03.2020.
RESOLVED: It was resolved that the Common land owned by the Parish Council should be registered as Wellow Common. Councillors agreed that the boundary of land proposed by HCC Legal should be accepted. Clerk to send reply to HCC Legal. SW
- b. **Footpaths - Ratify Response to HCC's Suspension of Priority Cutting List**
PROPOSED: To ratify the response to HCC's email of 15.05.2020 regarding the Suspension of the Priority Cutting List for 2020 due to Covid-19. The impact of the pandemic, staff shortages and problems caused by social distancing had led to this decision.
RESOLVED: Members ratified the decision that Wellow Parish would see to the cutting of Footpaths 13,16,22,24 & 25 for this year.
- c. **Community Library**
PROPOSED: To approve approx. £400-£500 towards the cost of new shelving from CIL funds. Cllrs Chesterton-Kay have been busy organising the Community Library during lockdown. There are approximately 850 books in the library which will be rotated every 3 months, with a further 850 in storage ready to rotate. Cllr Chesterton-Kay has applied to TVBC for a £500 grant towards the cost of the project (final anticipated cost approx. £1,000) and sought approval from Members that the remaining balance be paid for out of CIL funds.
RESOLVED: Agreed by all Members present.
- d. **Grounds Maintenance Contract**
PROPOSED: To Consider Proposal for 12-month Extension to Existing Agreement. The Clerk highlighted the lead-in time and work involved in letting a new contract for grounds maintenance and due to the impact of Covid-19, recommended that the Council considers offering the current contractor a 12-month extension to the current contract.
RESOLVED: It was resolved to extend the current contract for another 12 months. The Clerk will ask the contractor if he is willing to hold prices for a further 12 months. SW

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Sports & Leisure

a. LCR Recreation Ground

i. Closure of Play Area

The Play Area was closed at the end of March following Government guidelines and the action was ratified by full Council.

RESOLVED: It was resolved that the closure of the playground will be kept under review, and re-opening will be dependent on future Government advice.

b. Hatches Farm Sports Ground General Update - Cllr Millard advised that the Tennis Club finally had their application for floodlighting approved. They have put out a tender for the floodlighting and hope to carry out the work in September. Cllr Millard has liaised with the groundwork contractor doing the work at Hatches Farm Car Park to agree where ducting needs to be installed.

i. **PROPOSED:** To Ratify Formal Appointment of Groundworks Contractor and Approve Proposed Timetable for Car Park Improvements.

Following satisfactory completion of due diligence carried out by Cllr Millard and Cllr Light, together with the Clerk, back in March, Clive Dibden Agri & Plant had been appointed as the groundwork contractor for Hatches Farm Car Park Improvements. The contractor is available to start on site early June.

RESOLVED: Members formally ratified the appointment of Clive Dibden Agri & Plant and approved the proposal to start the work in June.

c. **PROPOSED:** To Ratify the Agreement to Waive Lease/Rental Charges as per April 2020 email.

RESOLVED: Agreed by all Members present.

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Finance

a. To Ratify Online Payments Schedules dated 15.04.2020, 06.05.20, 15.05.20

RESOLVED: Schedules were received and approved by full Council and will be signed off by Cllr E Chesterton-Kay and Cllr Millard in due course.

b. To Approve Online Payments Schedule of 01.06.2020

RESOLVED: The schedule was received and approved for payment by full Council and will be signed off by Cllr E Chesterton-Kay and Cllr Millard in due course.

c. To Receive Income and Expenditure Reports for March & April 2020

RESOLVED: The I and E reports for March and April 2020 were received and accepted by all Members present.

d. To Receive Financial Year End reports for 2019/2020

RESOLVED: The year-end reports for 2019/2020 were received and accepted by all Members.

e. To Receive Final Internal Audit Report for 2019/2020

The final internal audit report for 2019/2020 was formally received by members and noted.

f. To Approve Appointment of Lightatouch as Internal Auditor for 2020/21

PROPOSED: To consider the appointment of Lightatouch as internal auditor for financial year 2020/2021.

RESOLVED: Agreed by all Members present to accept the quote from Lightatouch for the sum of £785 for the provision of internal audit services for 2020/2021.

g. **AGAR - Signing of Annual Governance Statement**

RESOLVED: That the Annual Governance Statement is a true and accurate record as audited by Lightatouch; this was agreed by all members and the Governance Statement was signed by the Chair.

h. **AGAR - Signing of Annual Accounts Statement**

RESOLVED: That the Annual Accounts Statement is a true and accurate record as audited by Lightatouch; this was agreed by all members and the Governance Statement was signed by the Chair.

11 **Planning & General Purposes Committee**

a. **To Receive Minutes of Planning & General Purposes Committee Meeting held on 2nd March 2020**

PROPOSED: Minutes of the Planning & General Purposes Committee Meeting held on 2nd March 2020 were received.

RESOLVED: Approved as a true and accurate record, to be signed by the Chair in due course.

b. **To Review the Parish Council's Current Practice/Policy on Dealing with Planning Applications in Wellow**

RESOLVED: It was agreed to keep the current Planning procedures as amended due to Coronavirus, under review

Communication

12 a. **Newsletter - Timetable for next Edition** - The deadline for receipt of articles for the next edition is 08.06.20. This will be an online edition due to Covid-19.

13 a. **Neighbourhood Plan - update from Mike Freeman**

The Chair read out the written report supplied by Mike Freeman, Chair of the Neighbourhood Plan. It was very disappointing that the Community Event had to be cancelled at short notice due to the Coronavirus lockdown. A massive amount of work had been put in by the team, the Parish Council and other helpers to prepare for this. However, the material was loaded onto the Neighbourhood Plan website and the event will be run in the future.

Work has been ongoing throughout the lockdown period and 27 policies have been drafted by the team, together with the consultant. The draft policies will soon be available for circulation to the wider NHP team for review.

The Parish Character Appraisal is being produced by the consultant. First drafts of some of the sections of this document have been provided by the consultant and are currently being reviewed.

Approximately £1,250 of the £9,000 Locality* grant awarded in 19/20 was returned at the end of the last financial year. The total overall grant available from Locality for the Neighbourhood Plan is £17,000. A claim for a further £9,000 for the 20/21 year, is underway. These grants are essential to fund the work by the consultants who have proved highly valuable with their support and knowledge.

The report summarising the results of the Housing Need survey has now been received. This, together with the Housing Register and our own community survey, provides a guide for how many and what type of housing is needed in Wellow. TVBC will consider all this information before reaching an agreed number for inclusion in the next Local Plan.

The Neighbourhood Plan team has started to review the sites that have been put forward for possible development on the TVBC "Strategic Housing and Economic

Land Availability Assessment" (SHELAA). Locality* provide a free technical support package which we are using to provide an initial draft assessment of the sites.

All Members expressed thanks to Mike Freeman for his hard work on the Neighbourhood Plan. Cllr Millard commented that he would like the response on the SHELAA circulated to the Parish Council for approval before replying to TVBC.

Correspondence

- 14 a. A list of correspondence for the period March-May 2020 was received by full Council and noted - see separate appendix for details.

15 Delegates Reports

Cllr Payne - A third quote has been received for the Monkey Jump track up to the car park. The quotes range from £5,500 to £12,000 depending on the materials used. The Clerk will contact Natural England to see if any material other than Ringwood Red can be used to keep the costs down.

Cllr Light - Has been emptying the litter bins in the Recreation Ground, previously emptied by a resident, but suspended due to lockdown. Cllr Light feels this arrangement is not sustainable due to the age of the resident concerned and requested that the Clerk find out what the cost would be for TVBC to empty these bins for the Parish Council.

Cllr S Jones - Suggested the reinstatement of 'Wellow Walks, Wellow Ways' - an initiative that use to run whereby a working party of volunteers would cut back footpaths and the Parish Council would provide light refreshments afterwards. During lockdown, the footpaths in Wellow have been used more widely by residents and Cllr Jones thinks this initiative would be a good way of engaging Parishioners. It was agreed that Cllrs Jones and Payne will come back to the next meeting with details on how this initiative will work, considering social distancing etc., including an action plan for what footpaths need to be done. It was agreed to send a letter of thanks to the resident who regularly cuts the footpath in Romsey Road.

Cllr Craig - has been busy co-ordinating the Wellow Community Support Group to help vulnerable people of the Parish get their shopping/medication. Over 40 volunteers, including several Councillors had joined the Support Group. Cllr Craig had also established weekly collection of donations from Wellow Parishioners for the Romsey Foodbank - this has been taken over by Cllr Sue Jones and a resident. During lockdown Cllr Craig had collected lots of books from residents for the Community Library which had been passed on to the Chair.

Cllr Stehr - asked if the Parish Council could provide a report on the number of deaths from Coronavirus there have been within the parish. The Clerk advised this information is available from a government website and she will circulate the link to all Councillors for information. It was agreed that Cllr Stehr would compile a report and submit an article for inclusion in the next newsletter.

Cllr E Chesterton-Kay - put out the Ground Nesting Birds signs on Wellow Common in March and has been helping with the installation of the Community Library.

Cllr G Chesterton-Kay - has been getting the Wellow Community Library up and running, sorting through hundreds of books. The library is ready to be opened as soon as Government guidelines advise it is safe to do so. Gaye thanked all Councillors for their continued efforts for the community over the lockdown period, as well as the Clerk and Admin Assistant who had provided a 'business as usual' service during lockdown, despite the challenges presented by working from home.

16 Future Meeting Dates

- a. **Date of next meeting - 6th July 2020** - this will be held remotely via Zoom Meeting closed at 8.49pm

List of Payments made between 01/03/2020 and 31/03/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
02/03/2020	Wellow Lunch Club	004469	500.00	06.04.2020	Wellow Lunch Club
02/03/2020	Youth in Romsey	004470	300.00	06.04.2020	Youth in Romsey
03/03/2020	Nightingale Groundcare Ltd	EP0320532	300.00	06.04.2020	Clr windblown poplar tree
03/03/2020	Gaye Chesterton-Kay	EP0320533	3.24	06.04.2020	Photos for TVBC event
03/03/2020	Little Monsters	EP0320534	114.00	06.04.2020	Bouncy castle hire
03/03/2020	Nightingale Groundcare Ltd	EP0320535	1,233.80	06.04.2020	Grounds Maint Contract Feb 20
03/03/2020	K. D. Steer	EP0320536	24.80	06.04.2020	Office Cleaning Feb 20
03/03/2020	Hampshire County Council	EP0320537	78.02	06.04.2020	Stationery incl copier paper
03/03/2020	Mint Gardens Ltd	EP0320538	144.00	06.04.2020	Bus shelter cleaning 20.2.20
03/03/2020	TLC Online	EP0320539	90.00	06.04.2020	Website Maint Jan-Mar 20
03/03/2020	Philip Jeffs	EP0320540	105.17	06.04.2020	Replace manhole cover
03/03/2020	SSE	EP0320541	153.65	06.04.2020	Elec usage to 25.01.20
03/03/2020	SSE	EP0320542	36.14	06.04.2020	Elec usage to 25.02.2020
03/03/2020	Direct tec UK Ltd	EP0320543	129.27	06.04.2020	Copier charges to Feb 2020
03/03/2020	Gaye Chesterton-Kay	EP0320544	25.98	06.04.2020	Reimburse expenses
03/03/2020	Practical Cladding Solutions	EP0320545	13,953.60	06.04.2020	Repl roof - HF club house
03/03/2020	Embley School	EP0320546	13.50	06.04.2020	Florence Nightingale Event
03/03/2020	Embley School	EP0320546X	13.50	06.04.2020	2nd ticket for Florence event
03/03/2020	SSE	EP0320541X	-52.04	06.04.2020	Credit Note - Elec to 25.01.20
04/03/2020	Grenke Leasing Ltd	DDGRENKE41	83.06	06.04.2020	Finance lease phones Mar 20
16/03/2020	Mint Gardens Ltd	EP0320547	936.00	06.04.2020	Work for CPC - Inv No. 1318
16/03/2020	Nightingale Groundcare Ltd	EP0320548	6,000.00	06.04.2020	Gorse clearance etc G1-G6
16/03/2020	Wellow Village Hall	EP0320549	14.60	06.04.2020	NHP meeting room hire 17.02.20
16/03/2020	Wellow Village Hall	EP0320550	240.90	06.04.2020	PC Mtgs room hire for 2020
16/03/2020	Wellow Village Hall	EP0320551	132.75	06.04.2020	Venue hire for comm event
16/03/2020	Wellow Village Hall	EP0320552	41.60	06.04.2020	Room hire APM 22.4.20
16/03/2020	Charles Payne	EP0320553	64.80	06.04.2020	Banner for NHP event
16/03/2020	Sharon Whitehouse	EP0320554	1,221.19	06.04.2020	Clerk's salary March 2020
16/03/2020	Karen Miles	EP0320555	538.19	06.04.2020	Admin Asst Salary March 20
16/03/2020	Kathy Taylor	EP0320556	111.31	06.04.2020	Reimburse expenses - NHP event
18/03/2020	The Studio	DEBCARD47	214.75	06.04.2020	Posters A0 and A1
23/03/2020	Atom IP Ltd	DDATOM0320	106.54	06.04.2020	Phones/internet chgs Mar 20
24/03/2020	NEST	DDNESTMAR	100.99	06.04.2020	Pension payt Mar 20
25/03/2020	Mint Gardens Ltd	EP0320557	1,620.00	06.04.2020	Inv No. 1327 NMPC Lengthsman
25/03/2020	Lightatouch Int Audit Services	EP0320558	320.83	06.04.2020	Internal audit fees - Oct-Feb
25/03/2020	Test Valley Borough Council	EP0320559	1,694.90	06.04.2020	Gang mowing 2nd instalment
25/03/2020	Test Valley Borough Council	EP0320560	960.00	06.04.2020	Dog bin emptying 19/20
25/03/2020	Mike Freeman	EP0320561	44.10	06.04.2020	Mileage expenses 13.02.2020
25/03/2020	Bluestone Planning	EP0320562	3,383.10	06.04.2020	X Consultancy costs - 810
25/03/2020	Newsquest (London) Ltd	EP0320563	79.56	06.04.2020	Advert in Romsey Advertiser
25/03/2020	Nightingale Groundcare Ltd	EP0320564	1,233.80	06.04.2020	Grounds Maint Contract Mar 20
25/03/2020	Bluestone Planning	EP0320565	739.80	06.04.2020	X Consultancy Inv No. 783
29/03/2020	Co-op North Baddesley	DEBCARD48	24.72	06.04.2020	Stamps - 12x1st class 24 x 2nd

Total Payments	<u>37,074.12</u>
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Date: 26/05/2020

Wellow Parish Council Current Year

Page 1

Time: 12:29

Current Bank A/c

List of Payments made between 01/04/2020 and 30/04/2020

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/04/2020	Grenke Leasing Ltd	DDGRENKE42	83.06	01.06.2020	Finance lease phones Apr 20
15/04/2020	Direct tec UK Ltd	EP0420566	97.05	01.06.2020	Print charges Feb-Mar 2020
15/04/2020	TLC Online	EP0420567	69.20	01.06.2020	NHP website - hosting/domain
15/04/2020	RBS Software Solutions	EP0420568	30.00	01.06.2020	Move software to New PC 25.03
15/04/2020	Upright Fencing	EP0420569	180.00	01.06.2020	Repairs to Gumays Mead Ent
15/04/2020	H M Revenue and Customs	EP04570	801.76	01.06.2020	PAYE charge for Q4 19-20
15/04/2020	Sharon Whitehouse	EP0520571	1,305.42	01.06.2020	Clerk's April salary and exp
15/04/2020	Karen Miles	EP0420572	541.30	01.06.2020	Admin Asst salary etc. Apr 20
15/04/2020	Test Valley Borough Council	EP0520573	4,143.41	01.06.2020	May 2019 Election Costs
15/04/2020	MLG Magazines Ltd	EP0420574	50.00	01.06.2020	Romsey Gazette Advert Mar 2020
15/04/2020	Groundwork UK	EP0420575	1,249.57	01.06.2020	Refund u/s on Locality grant
16/04/2020	Cleverbridge	DEBCARD49	17.95	01.06.2020	Malwarebytes 20-21 licence
20/04/2020	NEST	DDNESTAPR	103.67	01.06.2020	Pension costs for April 2020
20/04/2020	Hampshire County Council	DEBCARD50	2.15	01.06.2020	Box ballpoint pens
21/04/2020	Survey Monkey	DEBCARD51	340.00	01.06.2020	Survey Monkey annual fee
22/04/2020	Atom IP Ltd	DDATOM0420	106.54	01.06.2020	Internet/phone chgs April 20
Total Payments			9,121.08		

Item 10c

25/05/2020
09:14

Wellow Parish Council Current Year
Cashbook 2
Deposit Bank A/c
Receipts received between 01/04/2020 and 30/04/2020

Page 1
User: SW

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
BACS Banked: 07/04/2020		34,489.00						
BACS Test Valley Borough Council		34,489.00			1176	101	34,489.00	Precept 1st instalment 20-
BACS Banked: 10/04/2020		95.14						
BACS TSB		95.14			1190	101	95.14	Interest
Total Receipts:		34,584.14	0.00	0.00			34,584.14	

Item 10c

26/05/2020
12:32

Wellow Parish Council 2019-2020
Cashbook 2
Deposit Bank A/c
Receipts received between 01/03/2020 and 31/03/2020

Page 1
User: SW

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
BACS Banked: 10/03/2020		98.48						
BACS TSB		98.48			1190	101	98.48	Interest
Total Receipts:		98.48	0.00	0.00			98.48	

Item 10c

25/05/2020
09:16

Wellow Parish Council Current Year

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Cashbook 1

User: SW

Current Bank A/c

Receipts received between 01/04/2020 and 30/04/2020

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
WYFC20/00	Banked: 03/04/2020	36.14						
WYFC20/00	Wellow Youth Football Club	36.14		1.72	1551	502	34.42	Electricity Rechgs to 25-2-
W&PCC/20/	Banked: 14/04/2020	101.61						
W&PCC/20/	Wellow & Plaitford Cricket Clb	101.61		-1.36	1501	501	102.97	Elec chgs to 25/1/2020
FP-Bfees	Banked: 21/04/2020	696.00						
FP-Bfees	Resident	696.00			1800	801	696.00	Pre-purchase plot
BACS	Banked: 22/04/2020	5,775.34						
BACS	HMRC	5,775.34			105		5,775.34	VAT refund for Q4 19/20
FP-Bfees	Banked: 22/04/2020	174.00						
FP-Bfees	A H Cheater Ltd	174.00			1800	801	174.00	Ashes interment
500013	Banked: 23/04/2020	87.26						
500013	SSE	87.26			1170	101	87.26	Wayleaves payt for 19/20
BACS	Banked: 28/04/2020	5,500.00						
BACS	Hampshire County Council	5,500.00			1410	301	1,000.00	Lengthsman Sch grant 20-
					9011	901	4,000.00	Cluster Income from HCC
					1751	101	500.00	Lengthsman Admin Fee
Total Receipts:		12,370.35	0.00	0.36			12,369.99	

Item 10c

25/05/2020
07:01

Wellow Parish Council 2019-2020

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Cashbook 1

User: SW

Current Bank A/c

Receipts received between 01/03/2020 and 31/03/2020

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
FP	Banked: 13/03/2020	135.00						
FP/AHC	A H Cheater Ltd	135.00			1800	801	135.00	Memorial GOR plot 117
	Banked: 16/03/2020	10,000.00						
10000.00	Deposit Bank A/c	10,000.00			201		10,000.00	Top up curr a/c
500011	Banked: 16/03/2020	1,553.00						
500011	Various	1,553.00			1800	801	1,183.00	Burial fees
					520		370.00	Lengthsman payt from
500012	Banked: 23/03/2020	942.74						
500012	Various	942.74			1800	801	225.00	Burial fees
					520		717.74	Lengthsman payt from
	Banked: 25/03/2020	10,000.00						
TRANSFER	Deposit Bank A/c	10,000.00			201		10,000.00	Top up current a/c
Total Receipts:		22,630.74	0.00	0.00			22,630.74	

Detailed Income & Expenditure by Budget Heading 31/03/2020

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101 Administration						
1170 Wayleaves	87	100	13			87.3%
1176 Precept	67,626	67,626	0			100.0%
1190 Interest	1,916	600	(1,316)			319.3%
1196 Grants & Contributions	386	0	(386)			0.0%
1751 Miscellaneous Income	500	0	(500)			0.0%
	70,515	68,326	(2,189)			103.2%
Administration :- Income						
4121 Electricity	643	600	(43)	(43)		107.1%
4122 Parish Office Cleaner	316	300	(16)	(16)		105.4%
4123 Parish Office Ground Rent	50	50	0	0		100.0%
4124 Parish Office Maintenance	0	500	500	500		0.0%
4125 Postage	82	100	18	18		81.9%
4126 Telephone incl Broadband	1,899	2,000	102	102		94.9%
4127 General Travel	0	50	50	50		0.0%
4128 Office Equipment	175	200	25	25		87.5%
4132 Office Supplies	0	100	100	100		0.0%
4133 Office Security	580	200	(380)	(380)		290.0%
4134 Printing costs	2,400	1,500	(900)	(900)		160.0%
4135 Stationery	146	100	(46)	(46)		146.0%
4136 Hire of accomodation	290	350	60	60		82.8%
4137 Chairmans Allowance	125	250	126	126		49.8%
4140 Insurance Premiums	2,411	2,300	(111)	(111)		104.8%
4142 Audit Fees	1,270	1,200	(70)	(70)		105.8%
4143 Election Costs	4,143	0	(4,143)	(4,143)		0.0%
4144 Registration of Land	0	1,000	1,000	1,000		0.0%
4145 Conference & Meetings	199	100	(99)	(99)		198.8%
4146 Councillor Training	280	500	220	220		56.0%
4147 Misc Expenses	52	300	248	248		17.2%
4148 Annual Subscriptions	1,012	1,000	(12)	(12)		101.2%
4149 Legal & Professional Fees	851	1,000	149	149		85.1%
4150 Publications	0	100	100	100		0.0%
4152 Annual Parish Meeting	90	100	10	10		89.7%
4154 Health & Safety Service	260	300	40	40		86.6%
4157 HR Consultancy	150	200	50	50		75.0%
4158 SLR Maintenance	308	300	(8)	(8)		102.5%
4159 Fire Assessment	0	100	100	100		0.0%
4160 Fire Equip Maintenance	198	400	202	202		49.6%
4315 Accounting System	205	200	(5)	(5)		102.5%
Administration :- Indirect Expenditure	18,133	15,400	(2,733)	0	(2,733)	117.7%
Net Income over Expenditure	52,382	52,926	544			

Detailed Income & Expenditure by Budget Heading 31/03/2020

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
102 Employees						
4100 Clerk's Salary	21,225	19,000	(2,225)		(2,225)	111.7%
4101 Clerk's Employer NI	3,214	2,500	(714)		(714)	128.6%
4102 Clerk's Travel	136	200	64		64	67.9%
4103 Clerk's Pension	1,241	900	(341)		(341)	137.9%
4118 Staff Training	170	300	130		130	56.7%
Employees :- Indirect Expenditure	25,986	22,900	(3,086)	0	(3,086)	113.5%
Net Expenditure	(25,986)	(22,900)	3,086			
301 Grants and Projects						
1410 Lengthsman Scheme Grant	1,803	1,000	(803)			180.3%
1419 CIL Levy	31,663	0	(31,663)			0.0%
1420 Neighbourhood Plan Grants	7,750	0	(7,750)			0.0%
Grants and Projects :- Income	41,216	1,000	(40,216)			4121.6%
4312 CIL Levy Expenditure	7,161	0	(7,161)		(7,161)	0.0%
Grants and Projects :- Direct Expenditure	7,161	0	(7,161)	0	(7,161)	
4300 Grants to local orgs/S137	2,000	2,000	0		0	100.0%
4305 Newsletter/Website	957	1,800	843		843	53.2%
4322 Lengthsman Scheme	820	2,000	1,180		1,180	41.0%
Grants and Projects :- Indirect Expenditure	3,777	5,800	2,023	0	2,023	65.1%
Net Income over Expenditure	30,278	(4,800)	(35,078)			
6000 plus Transfer from EMR	7,161					
6001 less Transfer to EMR	31,663					
Movement to/(from) Gen Reserve	5,776					
401 Capital Schemes/Asset Man						
4404 Capital Scheme - Neighbourhood	8,923	2,000	(6,923)		(6,923)	446.1%
Capital Schemes/Asset Man :- Indirect Expenditure	8,923	2,000	(6,923)	0	(6,923)	446.1%
Net Expenditure	(8,923)	(2,000)	6,923			
501 Lower Common Rd Rec Ground						
1500 Cricket Club Rent	1,124	1,092	(32)			102.9%
1501 Cricket Club Elec recharge	1,732	600	(1,132)			288.7%
1506 Pavillion Water/Sew charges	323	500	177			64.5%
Lower Common Rd Rec Ground :- Income	3,179	2,192	(987)			145.0%

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Summary Income & Expenditure by Budget Heading 31/03/2020

Cost Centre Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
101 Administration	Income	70,515	68,326	(2,189)			103.2%
	Expenditure	18,133	15,400	(2,733)		(2,733)	117.7%
	Movement to/(from) Gen Reserve	<u>52,382</u>					
102 Employees	Expenditure	25,986	22,900	(3,086)		(3,086)	113.5%
301 Grants and Projects	Income	41,216	1,000	(40,216)			4121.6%
	Expenditure	10,938	5,800	(5,138)		(5,138)	188.6%
	Net Income over Expenditure	<u>30,278</u>	<u>(4,800)</u>	<u>(35,078)</u>			
	plus Transfer from EMR	7,161					
	less Transfer to EMR	31,663					
	Movement to/(from) Gen Reserve	<u>5,776</u>					
401 Capital Schemes/Asset Man	Expenditure	8,923	2,000	(6,923)		(6,923)	446.1%
501 Lower Common Rd Rec Ground	Income	3,179	2,192	(987)			145.0%
	Expenditure	8,954	8,300	(654)		(654)	107.9%
	Movement to/(from) Gen Reserve	<u>(5,775)</u>					
502 Hatches Farm Sports Field	Income	2,737	2,632	(105)			104.0%
	Expenditure	34,745	11,150	(23,595)		(23,595)	311.6%
	Net Income over Expenditure	<u>(32,009)</u>	<u>(8,518)</u>	<u>23,491</u>			
	plus Transfer from EMR	29,494					
	Movement to/(from) Gen Reserve	<u>(2,515)</u>					
601 Environmental Schemes	Expenditure	6,119	6,900	781		781	88.7%
	plus Transfer from EMR	500					
	Movement to/(from) Gen Reserve	<u>(5,619)</u>					
602 Highways	Expenditure	1,931	2,400	469		469	80.5%
603 War Memorial	Expenditure	50	150	100		100	33.3%
701 West Wellow Common	Expenditure	0	200	200		200	0.0%
702 West Wellow Common - HLS Agree	Income	17,808	17,808	0			100.0%
	Expenditure	17,654	20,300	2,646		2,646	87.0%
	Movement to/(from) Gen Reserve	<u>154</u>					
801 Burial Ground	Income	12,970	4,500	(8,470)			288.2%
	Expenditure	3,169	4,000	831		831	79.2%
	Movement to/(from) Gen Reserve	<u>9,801</u>					
Grand Totals:- Income		<u>148,425</u>	<u>96,458</u>	<u>(51,967)</u>			<u>153.9%</u>
Expenditure		<u>136,602</u>	<u>99,500</u>	<u>(37,102)</u>	0	<u>(37,102)</u>	<u>137.3%</u>
Net Income over Expenditure		<u>11,823</u>	<u>(3,042)</u>	<u>(14,865)</u>			
plus Transfer from EMR		37,155					
less Transfer to EMR		31,663					
Movement to/(from) Gen Reserve		<u>17,315</u>					

Detailed Income & Expenditure by Budget Heading 31/03/2020

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4500 Hedge Cutting	586	200	(386)		(386)	293.0%
4510 Pav - Electricity	1,856	600	(1,256)		(1,256)	309.4%
4511 Pav - Maintenance/Repairs	28	1,000	972		972	2.8%
4512 Pav - Water/sewerage Charges	323	500	177		177	64.5%
4520 Play area - Maintenance/Repair	409	300	(109)		(109)	136.3%
4525 Sports Area - Maint/Repairs	0	200	200		200	0.0%
4526 Repairs to Benches	420	0	(420)		(420)	0.0%
4530 Grounds Maintenance	5,332	4,000	(1,332)		(1,332)	133.3%
4535 Tree Works	0	1,500	1,500		1,500	0.0%

Lower Common Rd Rec Ground :- Indirect Expenditure

8,954	8,300	(654)	0	(654)	107.9%
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Net Income over Expenditure

(5,775)	(6,108)	(333)
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502 Hatches Farm Sports Field

1550 WYFC Lease/Football Pitch Hire	1,208	1,170	(38)			103.2%
1551 WYFC - Electricity recharge	144	150	6			95.8%
1552 WYFC - Water recharge	100	100	0			100.0%
1553 Tennis Club Lease	1,285	1,212	(73)			106.0%

Hatches Farm Sports Field :- Income

2,737	2,632	(105)			104.0%
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4555 Hedge Cutting	207	200	(7)		(7)	103.5%
4560 Sports Equipment	0	200	200		200	0.0%
4561 Pav - Maintenance	0	5,000	5,000		5,000	0.0%
4562 Pav - Electricity	135	150	15		15	90.2%
4563 Pav - Water/Sewerage Charges	82	200	118		118	41.2%
4565 Grounds Maintenance	4,352	5,000	648		648	87.0%
4566 General maint/security	350	0	(350)		(350)	0.0%
4568 Cladding Works to Club House	28,974	0	(28,974)		(28,974)	0.0%
4569 Brown sign - Hatches Farm	562	0	(562)		(562)	0.0%
4570 Tree Works	0	300	300		300	0.0%
4572 Hatches Fm Car Park Imps	83	0	(83)		(83)	0.0%
4573 Trim Trail	0	100	100		100	0.0%

Hatches Farm Sports Field :- Indirect Expenditure

34,745	11,150	(23,595)	0	(23,595)	311.6%
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Net Income over Expenditure

(32,009)	(8,518)	23,491
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6000 plus Transfer from EMR

29,494

Movement to/(from) Gen Reserve

(2,515)

601 Environmental Schemes

4601 Horse Holding Area	500	0	(500)		(500)	0.0%
4605 Buxton Land	192	200	8		8	96.0%

07:08 Detailed Income & Expenditure by Budget Heading 31/03/2020

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
4607 Dog Waste Removal Contract	800	1,400	600		600	57.1%
4610 Footpaths	80	400	320		320	20.0%
4612 Tree Warden Supplies	0	200	200		200	0.0%
4615 Notice Boards	20	200	180		180	10.0%
4625 Licensed Sites	4,489	4,500	11		11	99.8%
4628 Fly tip removal	38	0	(38)		(38)	0.0%
Environmental Schemes :- Indirect Expenditure	6,119	6,900	781	0	781	88.7%
Net Expenditure	(6,119)	(6,900)	(781)			
6000 plus Transfer from EMR	500					
Movement to/(from) Gen Reserve	(5,619)					
<u>602 Highways</u>						
4650 Seat & Bus Shelter Maintenance	1,560	2,000	440		440	78.0%
4651 Hedge Cutting	371	400	29		29	92.8%
Highways :- Indirect Expenditure	1,931	2,400	469	0	469	80.5%
Net Expenditure	(1,931)	(2,400)	(469)			
<u>603 War Memorial</u>						
4670 WM Repairs/Maintenance	0	100	100		100	0.0%
4671 Wreaths	50	50	0		0	100.0%
War Memorial :- Indirect Expenditure	50	150	100	0	100	33.3%
Net Expenditure	(50)	(150)	(100)			
<u>701 West Wellow Common</u>						
4700 General Maintenance	0	100	100		100	0.0%
4701 Highway repairs	0	100	100		100	0.0%
West Wellow Common :- Indirect Expenditure	0	200	200	0	200	0.0%
Net Expenditure	0	(200)	(200)			
<u>702 West Wellow Common - HLS Agree</u>						
1700 HLS/RPA Grant	17,808	17,808	0			100.0%
West Wellow Common - HLS Agree :- Income	17,808	17,808	0			100.0%
4753 Management Plan	15,160	17,800	2,640		2,640	85.2%
4760 Verderers Fees	2,493	2,500	7		7	99.7%
West Wellow Common - HLS Agree :- Indirect Expenditure	17,654	20,300	2,646	0	2,646	87.0%
Net Income over Expenditure	154	(2,492)	(2,646)			

Detailed Income & Expenditure by Budget Heading 31/03/2020

Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent
801 Burial Ground						
1800 Burial Fees	12,970	4,500	(8,470)			288.2%
Burial Ground :- Income	<u>12,970</u>	<u>4,500</u>	<u>(8,470)</u>			<u>288.2%</u>
4800 Hedges	106	100	(6)		(6)	106.0%
4801 Landscaping/Tree Planting	260	100	(160)		(160)	260.0%
4803 Maintenance	2,803	3,800	997		997	73.8%
Burial Ground :- Indirect Expenditure	<u>3,169</u>	<u>4,000</u>	<u>831</u>	<u>0</u>	<u>831</u>	<u>79.2%</u>
Net Income over Expenditure	<u>9,801</u>	<u>500</u>	<u>(9,301)</u>			
Grand Totals:- Income	148,425	96,458	(51,967)			153.9%
Expenditure	136,602	99,500	(37,102)	0	(37,102)	137.3%
Net Income over Expenditure	<u>11,823</u>	<u>(3,042)</u>	<u>(14,865)</u>			
plus Transfer from EMR	37,155					
less Transfer to EMR	31,663					
Movement to/(from) Gen Reserve	<u>17,315</u>					