



NORTH WALTHAM PARISH COUNCIL

Clerk: Hayley Thomas
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MINUTES OF THE ORDINARY MEETING

Tuesday 20th June 2023 at 7.30pm at the Rathbone Pavilion, Cuckoo Meadow

Councillors present:

Cllr Robert Cooper, Cllr George Hayter, Cllr Judith McGinley (JMG), Cllr David Young (DY) and Hayley Thomas (Clerk).

Actions for:

46/FC/03/23-24

To receive nominations for and election of Chairperson

Rob Cooper was nominated by JMG and seconded DY, voted unanimously. It was agreed the workload to be better allocated among Councillors.

47/FC/03/23-24

Apologies for Absence

Apologies were received from Cllr David James (DJ), Cllr Peter Waggett (PW) and HCC Councillor. BDBC Councillors were not present.

48/FC/03/23-24

Declarations of Interest

There were no declarations of interest.

49/FC/03/23-24

Meeting open to the Public

There were no members of public in attendance at the meeting.

50/FC/03/23-24

Minutes

The meeting minutes from the Annual Meeting held on 16th May 2023 were approved.

ACTION:

- Prepare and issue the minutes from 16th May 2023 for the Chair to sign.

Clerk

Approved minutes are available to view at <https://www.northwaltham.net/parish-council/meetings/>

51/FC/03/23-24

Internal Audit

The NWPC received the internal audit report.

The report's findings were discussed as follows:

- **Committees**
The report advised that we should consider if our Committees should be reclassified as Working group. NWPC currently have a staffing and Neighbourhood Plan committee. It was agreed that the neighbourhood plan committee is to change into a working group. The Staffing Committee will remain as a committee.
- **Audit reporting**
The Auditor found it unclear whether the 2021-22 Internal audit report was taken to council and an action plan agreed. The NWPC confirmed that the 2021-22 report was formally presented to the Council.
- **VAT reclaim**
Some VAT payments were missed from the claim this year. A further VAT claim is to be made.
- **General reserve**
It was noted that the general reserve of the council – even allowing for CiL and agreed projects – is higher than best practice. The council should quantify and approve projects to make best use of taxpayer funds. The Council is currently looking into a pond refurbishment project that should address this. The Council will also look into other areas of the village requiring maintenance.
- **Budget approval**

The Auditor found that when the precept was approved, the amount was not minuted and the budget not included in the signed minutes. The Council confirmed that the precept of £16,880.00 was approved and the final budget (appendix 5) was agreed at the meeting on 10th January 2023 (minute reference 178/FC/10/22-23).

- **Staff**
There is no minute recording the changes hiring of the interim clerk, their pay rate, hours and terms.
The Council confirmed that former Clerk, Theresa Medd was hired from 24th October 2022- 31st October 2022 contracted on 35hours per month at £10.63 per hour and a total monthly salary of £372.05.
Current Clerk, Hayley Thomas was hired on 7th November 2022. She is contracted for 35hours per calendar month at £10.63 per hour, paid on the last working day of the month.
The Clerks contract of employment is to be circulated to the NWPC.
- **Contract approvals**
The auditor noted that the council is engaged in projects for which there is no minuted budget cost and contractors are neither named nor proof of engagement minuted. We believe this relates to Paul Winstone who is acting as the Pond Project Manager on a volunteer basis. The project is in initial investigatory stages and there are no current expenses related to the pond refurbishment.
- **Bank statements**
It was suggested to be good practice for each member of the council in turn to initial the cashbook total back to the third party statement. It was agreed that this will be added this to future meeting agendas.
- **DPI forms**
NWPC website is to link to the Basingstoke and Deane website so the most up-to-date members interest forms are always available.

ACTION:

- To prepare updated TORS for the neighbourhood plan committee to reclassify it as a working group. **Clerk**
- Submit an additional backdated VAT claim. **Clerk**
- Edit the cashbook to include a VAT column to make the VAT claim process more intuitive moving forward. **Clerk**
- To confirm the percentage of reserves which is considered best practice for a Parish Council of this size to hold. **Clerk**
- To add a review of areas requiring maintenance and investment in the village to a NWPC meeting agenda. **Clerk**
- Circulate Clerk's employment contract to NWPC. **Clerk**
- Bank statement and cashbook review to be added to future meeting agendas. **Clerk**
- Link NWPC website to DPI forms on Basingstoke and Deane website **Clerk**

52/FC/03/23-24 Annual Governance

- (a) The Annual Governance Statement was reviewed, approved and signed. Approved JMG and Seconded GH, agreed by all.

A discussion was had regarding the transparency code. It was agreed that we currently adhere to the necessary requirements outlined in the code but efforts could be made to better adhere to some of the suggested measures. Clerk to research. **Clerk**

- (b) The Annual Accounting Statement was reviewed, approved and signed. Approved JMG and Second GH, agreed by all.

- (c) Public notice - The NWPC noted that it is required to publish a number of documents publicly on their website, including:
- FY22/23 Annual Governance Statement
 - FY22/23 Accounting Statements
 - FY22/23 Exemption certificate
 - F22/23 Internal Audit Report

- Analysis of variances
- Bank reconciliation
- Notice of the period for the exercise of public rights

The RFO set the date for the Notice of the period for the exercise of public rights to commence on 27th June 2023, ending on 7th August 2023.

ACTION:

Prepare and publish required documents on website before 1st July

Clerk

- (d) It was agreed that NWPC qualifies for exemption from an external audit. The Certificate of exemption was approved and signed. Proposed JMG, DY and approved by all.

The External auditor needs to be provided with the updated details of the Clerk/RFO and Chairman.

ACTION:

Submit certificate of exemption to external auditor before 30th June 2023.
Provide updated contact details to the external auditor.

Clerk
Clerk

- 53/FC/03/23-24 Action Plan and Outcomes following the meetings held on 16th May 2023.**
All action points reviewed. Action points still in progress listed in Appendix 1.

Updates were provided as follows:

Item 066/FC/03/22-23: DY has approached Barratts, who are believed to be the landowner. The company has requested that we prove that they are the registered owner. However current online land ownership systems only allow to check ownership of houses not roads. The Clerk is to look into the files to see if this information was previously looked into.

Item 20/FC/02/23-24 It was noted that there are yet to be any candidates put themselves forward for co-option to the seventh Parish Council seat. Councillors are to raise the topic with residents who may be interested in the role.

Item 25/FC/02/23-24 The Clerk has sent a Freedom of Information request to Southern Water regarding the ongoing tanker activity through the village with no adequate response. The NWPC has instructed the Clerk to raise this with the ombudsman.

ACTION:

- Provide background information on file in regards to Barley View road ownership
- Obtain information on who owns Barley View.
- Approach potential Councillors in regard to the seventh NWPC seat.
- Contact ombudsman in regards to Southern Water.

Clerk

DY
Clerk
Clerk

- 54/FC/03/23-24 Current Planning Applications**
Current planning applications were noted. There are no recent applications.

Full list of planning applications in Appendix 2. Documents can be viewed at <https://planning.basingstoke.gov.uk/online-applications/>

- 55/FC/03/23-24 Planning Compliance Issues**
There are currently no compliance issues requiring NWPC comment.

It was noted that further discussion is required on the request for removal of the asset of community value on the Fox Inn public house.

- 56/FC/03/23-24 Finance**

- (a) **Receipts and Payments** – see Appendix 3

The NWPC acknowledged receipt of £16.00 copying refund from Unity Trust and £224.80 HMRC VAT claim.

The Council acknowledged payments for standing orders and direct debits.

The Council approved one payment to Do the Numbers Ltd for £190.00 for conducting the internal audit review.

ACTION:

Process approved payments

Clerk

(b)

Bank Balances

As of 20th June 2023, the bank balances were:

Current account: £20,870.98

Deposit account: £39,925.10

Total: £60,796.08

**57/FC/03/23-24 and
58/FC/03/23-24**

It was agreed that due to the time limitation of the meeting that agenda item 57/FC/03/23-24 Policy and Documents Review and item 58/FC/03/23-24 Issues will be postponed until the next ordinary meeting.

ACTION:

Add items 57/FC/03/23-24 and 58/FC/03/23-24 to July agenda.

Clerk

59/FC/03/23-24

Items for insertion in the Parish Magazine (*final copy date 28th June 2023*)

It was agreed due to the meetings time limitations that Councillors would provide any inclusions to the Parish Magazine to the Clerk via email.

NWPC

60/FC/03/23-24

Date of Next Meeting

The next Ordinary Meeting was scheduled for 18th July 2023.

Signed:

Chair to North Waltham
Parish Council

Appendix 1

ACTION PLAN & OUTCOMES FOLLOWING THE PARISH COUNCIL ORDINARY MEETING HELD ON 18th April 2023

MINUTE REF	ACTION	RESP	OUTCOME / COMMENTS
FROM MEETING HELD ON 17th MAY 2022			
049/FC/02/22-23 (h)	<ul style="list-style-type: none"> Discuss with one of the school governors the possibility of involving the school in the next village litter pick. 	GC	
FROM MEETING HELD ON 21st JUNE 2022			
066/FC/03/22-23	<ul style="list-style-type: none"> Contact HCC to establish the extent of the adopted highway in Barley View. Contact the Land Registry to find out who is the owner of the road areas in Barley View. 	DY Clerk	Complete See below, item 53/FC/03/23-24
FROM MEETING HELD ON 18th OCTOBER 2022			
123/FC/07/22-23	<ul style="list-style-type: none"> Establish the ownership of the various parcels of land along Steventon Road where hedges are encroaching on footpaths and public rights of way. Produce an updated version of the village maintenance plan. Contact the owner of the Forge in order to discuss its current overgrown condition. 	GC/DJ GC/DJ GC	
FROM MEETING HELD ON 20th DECEMBER 2022			
164/FC/09/22-23	Talk to Kate Houldsworth, Parish Magazine Editor, to establish scope for involvement of NWPC with the magazine.	GC	
FROM MEETING HELD ON 16th MAY 2023			
25/FC/02/23-24	Contact Southern Water on tanker activity. If no reply, submit a freedom of information request.	Clerk	Ongoing
26/FC/02/23-24	Circulate pond drainage map (to be provided by Project Manager)	Clerk	
28/FC/02/23-24	Update the TORs for the Staffing Committee, Neighbourhood Planning Committee and the Safety Officer with the review date and reference.	Clerk	
32/FC/02/23-24	Contact the current Tree Warden and ask them to confirm whether they wish to continue in the role.	Clerk	
33/FC/02/23-24	The new litter bin is to be added to the asset register and insurance.	Clerk	
35/FC/02/23-24	Review all documents and check up to date as well as inline with HALC guidelines	Clerk	
39/FC/02/23-24 (b)	DY to be added as a signatory on the banking payment system.	Clerk	
39/FC/02/23-24 (d)	Upload all required financial documentation to the village website before 1st July.	Clerk	
FROM MEETING HELD ON 20th JUNE 2023			
50/FC/03/23-24	Prepare and issue the minutes from 16th May 2023 for the Chair to sign.	Clerk	
51/FC/03/23-24 (1)	To prepare updated TORS for the neighbourhood plan committee to reclassify it as a working group.	Clerk	
51/FC/03/23-24 (2)	Submit an additional backdated VAT claim.	Clerk	
51/FC/03/23-24 (3)	Edit the cashbook to include a VAT column.	Clerk	
51/FC/03/23-24 (4)	To add a review of areas requiring maintenance and investment in the village to a NWPC meeting agenda.	Clerk	
51/FC/03/23-24 (5)	To confirm the percentage of reserves which is considered best practice for a Parish Council of this size to hold.	Clerk	
51/FC/03/23-24 (6)	Circulate Clerk's employment contract to NWPC.	Clerk	

51/FC/03/23-24 (7)	Bank statement and cashbook review to be added to future meeting agendas.	Clerk	
51/FC/03/23-24 (8)	Link NWPC website to DPI forms on Basingstoke and Deane website	Clerk	
52/FC/03/23-24 (a)	Clerk to research Transparency Code and advise how NWPC can better adhere to suggested measures.	Clerk	
52/FC/03/23-24 (c)	Prepare and publish required documents on website before 1st July	Clerk	
52/FC/03/23-24 (d)(1)	Submit certificate of exemption to external auditor before 30th June 2023.	Clerk	
52/FC/03/23-24 (d)(2)	Provide updated contact details to the external auditor.	Clerk	
53/FC/03/23-24 (1)	Provide background information on file in regards to Barley View road ownership.	Clerk	
53/FC/03/23-24 (2)	Obtain information on who owns Barley View.	DY	
53/FC/03/23-24 (3)	Approach potential Councillors in regard to the seventh NWPC seat.	Clerk	
53/FC/03/23-24 (4)	Contact ombudsman in regards to Southern Water.	Clerk	
56/FC/03/23-24 (a)	Process approved payments	Clerk, DJ, JMG	
57/FC/03/23-24 and 58/FC/03/23-24	Add items 57/FC/03/23-24 and 58/FC/03/23-24 to July agenda.	Clerk	
59/FC/03/23-24 (1)	Provide any inclusions to the Parish Magazine to the Clerk via email before 27 th June.	NWPC	
59/FC/03/23-24 (2)	Prepare and submit article for the next issue of the Parish Magazine.	Clerk	

Appendix 2

CURRENT PLANNING APPLICATIONS

B/F	20/02516/ROC Granted	Highfield, Church Road, North Waltham RG25 2BL Variation of Condition 1 of Planning Permission 18/00460/FUL to amend the plan numbers to amend the landscaping. Amended plans received 15/06/21.
B/F	22/01050/HSE Granted	Holly Cottage, Chapel Street, North Waltham Replacement of existing plain roof tiles and interlocking concrete roof tiles with slates.
B/F	22/02432/FUL Undecided	Land adjacent The Old Hall, Popham Lane, North Waltham Erection of 1 no. dwellinghouse with new access from Popham Lane together with car parking and hard and soft landscaping. Amended plans received 18/12/22.
B/F	23/00064/HSE Undecided	Up Street, Yew Tree Road Alterations to external fabric of the building, including thatching and chimney. Proposed internal alterations to house, addition of roof-lights to rear elevation and alterations to rear and side elevation.
B/F	23/00204/ROC Refused	Old School House, Mary Lane Variation of condition 1 (approved drawings) of permission 20/00221/FUL to allow raising of eaves/ridge to a similar level to that approved for the existing property (part retrospective).
B/F	23/00378/FUL Undecided	North Waltham Business Centre, M3 Self Storage Provision of additional storage containers above existing containers
B/F	23/00319/HSE Granted	The White Cottage Erection of two storey side extension with the demolition of outbuilding
B/F	23/00634/FUL Granted	The Crematorium Erection of single storey front and rear extensions to crematorium and relocation of fuel storage
B/F	23/00708/HSE Undecided	10 Cold Harbour Proposed Parking Spaces in Front Garden with Dropped Kerb.
B/F	23/00813/LBC Undecided	1 The Green Internal works comprising exploratory work to Victorian fireplace, removal of cementitious materials, Installation of fire barrier in loft between properties. External works comprising raising chimney height, brickwork repairs, repainting windows and doors and reglazing
B/F	23/00845/HSE Undecided	1 The Green Increasing height of chimney
B/F	T/00151/23/TCA Raise no objection	15 Cuckoo Close Sycamore tree to be removed.
B/F	23/01158/FUL	North Waltham Business Centre Proposed dog exercise paddock with access, parking and landscaping. Erection of Deer Fencing and Field Shelter.
B/F	T/00186/23/TCA	Chaesar House 2 x Sycamore Trees: 1. crown reduction by 3/3.5metres. 2. crown Reduction by 2/3metres

Appendix 3

FINANCE (a) Receipts and Payments

To acknowledge the receipt of payments made since the last Ordinary Meeting (OM) on 16/05/2023

DATE	RECEIVED FROM	DESCRIPTION	AMOUNT	TOTAL
24/04/23	BDBC	Precept Grass Cutting Grant	£8,351.50 £2097.33	£10448.83
23/05/23	Unity Trust	Copy fee refund	£16.00	£16.00
31/05/23	HMRC VTR	VAT return	£224.80	£224.80

To acknowledge the payment of standing orders, direct debits and charges since the last OM on 16/05/23

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
16/05/23	Lloyds	Card transactions: service fee & email hosting	£7.80	£3.00
23/05/23	Unity Trust	Copy fee refund	£16.00	£16.00
31/05/23	Hayley Thomas	S/O Salary	£372.05	£372.05
31/05/23	Hayley Thomas	S/O Allowance	£26.00	£26.00
31/05/23	BHIB	Insurance (Premium reduced from £516.06 following May meeting. Amount authorised and paid)	£491.06	£491.06
31/05/23	NW Village Trust	King's coronation grant (authorised to increase from initial approved amount of £201.13 upon receiving receipts)	£452.01	£452.01
31/05/23	NW Village Trust	Grass cutting grant	£2097.33	£2097.33
31/05/23	Broxap Limited	Litter bin	£294.00 £58.80	£352.80
16/06/23	Lloyd's	Card transactions (see Multipday card payments below for details)	£127.79	£127.79

To acknowledge the Multipay card payments since the last Ordinary Meeting (OM) on 16/05/2023

DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
23/05/23	McAfee renewal	Security software - 2 year subscription	£119.99	£119.99
27/05/23	1 AND 1 IONOS LTD	Email service	£4.80	£4.80
02/06/23	Lloyds	Service Fee	£3.00	£3.00

To approve the following payment(s)

INVOICE DATE	NAME OF PAYEE	DESCRIPTION	AMOUNT	TOTAL
05/06/2023	Do The Numbers Ltd	Internal Audit fee	£190	£190

Appendix 4

SCHEDULE OF CORRESPONDENCE

All correspondence is circulated to Parish Councillors unless otherwise stated below.

Correspondence from BDBC

- Liz Lyons Electoral Services – Election expenses enquiry response – 16/05/2023 (not circulated. Information shared at meeting)
- Development committee Target List Development Control Committee 7th June 2023 – 18/05/2023 (not circulated due to relevance.)
- Welcome from the Mayor of Basingstoke and Deane Cllr David Leeks -19/05/2023
- Dog waste bin - Steventon Road, North Waltham – Kevin Ennis –19/05/2023 (not circulated. Clerk responded.)
- Councillor briefing - Paul Gaskell 15/05/2023
- Planning Policy Team: Making of the ESG NP and BUR NP (BDBC) – 23/05/2023 (not circulated.)
- Development Control: 2nd June 2023 - Viewing Reasons and Viewing Schedule – 25/05/2023(not circulated due to relevance.)
- Shirley Brewer: Query re. Yew Tree Lane – 26/05/2023 (not circulated. Clerk responded.)
- Invitation: Mayor's Coronation Civic Sunday Service - Sunday 11 June, 3pm (St Michael's Church) – 01/06/2023
- Designation of the Baughurst Neighbourhood Plan Area -08/06/2023 (not circulated, due to relevance)
- Statement of Community Involvement (updated 2023) – Public Consultation BDBC - 09/06/2023
- BDBC recruiting Independent Persons and Independent Standards Assessors -13/06/2023

Correspondence from HCC

- May Report - Cllr Juliet Henderson – 19/05/2023
- Enquiry from Hampshire Highways, Charlie Mulligan re. Landowner contact 17/05/2023
- Hampshire Highways - Operation Resilience - B1016 - Chapel Street, North Waltham - Drainage Works - Enquiry 24235932 -23/05/2023
- Planning policy: Hampshire Minerals and Waste Planning - May 2023 Newsletter – 25/05/2023
- Hampshire Highways – Mary Lane Ref. 24235932 -13/06/2023

Correspondence from HALC

- Hampshire and IOW Village of the Year 2023 – 12/06/2023

Other correspondence

- Resident enquiry: Jeff Pathe re. roadworks -17/05/2023 (not circulated. Clerk responded.)
- CPRE Hampshire - Seeking Entries for the Hampshire Countryside Awards 2023 from Basingstoke and Deane District 15/05/2023
- Linda Robinson: Coronation party receipts 16/05/2023
- BHIB: Your Local Councils Renewal Invitation – revised premium 18/05/2023 (not circulated. Invoice was circulated once received.)
- John Wooley: Hedgerow maintenance enquiry response – 22/05/2023
- BDAPTC: Message re. Chair stepping down 23/05/2023
- Isabelle MacKenzie re. The Fox Asset of Community Value – 30/05/2023
- Angus Kirk re. The Big Lunch – 02/06/2023 (Not circulated. Clerk responded.)
- Eleanor Greene, Do the Numbers: Internal audit complete – 05/06/2023

Newsletters

- HCC: Your Hampshire -18/05/2023
- RSN The Rural Bulletin – 16/05/2023
- RSN The Rural Bulletin – 23/05/2023
- RSN The Rural Bulletin – 31/05/2023

- Police and Crime Commissioner Newsletter -01/06/2023
- Business in Basingstoke Bulletin - June 2023 – 02/06/2023
- HCC newsletter – 02/06/2023
- RSN The Rural Bulletin – 13/06/2023

Circulated after agenda issued:

- HCC Juliet Henderson: June Report/ HCC/ HCC Budget Consultation -14/06/2023
- Hampshire Medical Fund Enquiry: Trestle Tables -15/06/2023 (not circulated, Clerk replied.)

Appendix 5

CATEGORY	2021/22		2022/23		PREDICTION TO YEAR END		NOTES	2023/24	
	BUDGET	ACTUAL TO 31/03/22	BUDGET	ACTUAL TO 3/01/23	£	%		BUDGET	BUDGET NOTES
INCOME									
Precept	£ 17,270.00	£ 17,270.00	£ 16,880.00	£ 16,880.00	£ 16,880.00	100%		£ 2,075.50	BICIC confirmed grant will be received but amount not yet known
Grass Cutting Grant	£ 2,056.00	£ 2,056.00	£ 2,076.56	£ 2,076.56	£ 2,076.56	101%		£ -	
Other	£ -	£ -	£ 25.00	£ 25.00	£ 25.00	0%		£ -	
Other Groundwork UK	£ 8,000.00	£ 9,000.00	£ -	£ -	£ -	0%		£ -	
Other Cll Payment	£ -	£ -	£ -	£ -	£ -	0%		£ -	
VAT Refund	£ 300.00	£ 744.31	£ 1,133.35	£ 1,133.50	£ 1,133.50	118%		£ 300.00	Assumed to be lower due to lower expenditure
Total Income	£ 27,626.00	£ 29,370.31	£ 20,114.91	£ 20,114.91	£ 20,114.91	100.00%		£ 2,375.50	
Outgoings Expenditure									
Staff costs									
Salary	£ 4,503.37	£ 4,372.20	£ 2,809.32	£ 2,809.02	£ 2,809.02	61%	106.62 - 5k, 106.3 - TM, 744.10 - HT	£ 4,087.80	12 months @ current rate + 5% (pays at public sector pay rise)
Additional Household Expenses Allowance (£26 per month)	£ 312.00	£ 312.00	£ 312.00	£ 312.00	£ 312.00	100%	1.80 - 5k, 7.43 - TM, 52 - HT	£ 312.00	Not expected to increase
Expenses	£ 100.00	£ -	£ 75.39	£ -	£ -	0%	see Calculations 2021-22 sheet	£ 110.00	Budget + 10% inflation
Training (Cllk & Councilors)	£ 600.00	£ -	£ -	£ -	£ -	0%		£ 614.00	See Calculations 2023-24
Travel Expenses	£ 200.00	£ -	£ -	£ -	£ -	0%		£ 250.00	Budget + 10% inflation
Grants									
Community Grants	£ 3,000.00	£ 2,880.00	£ 2,950.00	£ 2,950.00	£ 2,950.00	65%		£ 3,000.00	Estimated
Grant coming from (granted to Village Trust)	£ 2,056.00	£ 2,056.00	£ 2,076.56	£ 2,076.56	£ 2,076.56	101%	Lower grant from BICIC granted to NIMT	£ 2,075.50	BICIC confirmed grant will be received but amount not yet known
Grant for Neighbourhood Plan	£ 4,000.00	£ 7,020.00	£ 9,000.00	£ 9,000.00	£ 9,000.00	100%	Repayment of annual grant 17/2/22	£ -	
Community Assets & Facilities									
Rent, bus shelter, telephone box	£ 2,000.00	£ 2,000.00	£ 1,187.88	£ 1,175.88	£ 1,175.88	0%	Willow postbox. Debits paid	£ -	Proposed for period to be discontinued
Annual charge maintenance	£ 400.00	£ 4,428.88	£ -	£ -	£ -	0%	Shop 17 costs to move here	£ 3,000.00	Reduction as we did not spend the 23/23 budget
Grass Compensation	£ 200.00	£ -	£ -	£ -	£ -	0%	Not used	£ 200.00	
Traffic / Speed Measures	£ 500.00	£ -	£ -	£ -	£ -	0%		£ -	
Administration									
Insurance	£ 423.16	£ 434.20	£ 480.54	£ 480.54	£ 480.54	100%		£ 528.50	Actual 1. 10% inflation
Audit	£ 105.70	£ 800.00	£ 480.00	£ 480.00	£ 480.00	97%		£ 548.00	See Calculations 2023-24
Subscriptions	£ 699.16	£ 378.66	£ 383.70	£ 383.70	£ 383.70	77%		£ 549.07	Budget + 10% inflation
Bushcare Hire	£ 212.18	£ -	£ 100.00	£ 100.00	£ 100.00	100%		£ 250.00	Budget + 10% inflation
Stationery	£ 100.00	£ 17.53	£ 2.00	£ 2.00	£ 2.00	1.6%		£ 50.00	Budget (due to under spend in 2022/23)
Software	£ 250.58	£ 405.22	£ 74.38	£ 100.00	£ 100.00	40%		£ 137.48	See Calculations 2023-24
Website and email	£ 147.94	£ 142.86	£ 150.81	£ 150.00	£ 2,125.00	164.6%	Local migration and anticipated bill for website	£ 287.21	See Calculations 2023-24
Office Equipment	£ -	£ -	£ -	£ -	£ -	0%		£ -	
Communication									
Newspapers, newsletters, etc.	£ 216.30	£ -	£ -	£ -	£ -	0%		£ 200.00	Budget (due to under spend in 2022/23)
Miscellaneous Costs									
Chair's Allowance	£ -	£ -	£ -	£ -	£ -	0%		£ -	
Inland Revenue / VAT	£ -	£ -	£ -	£ -	£ -	0%		£ -	
Banking charges	£ 111.24	£ 129.00	£ 116.80	£ 92.41	£ 142.00	112%	Service Charges + 2 Charges for changing clerk details!	£ 108.24	See Calculations 2023-24
Contingency	£ -	£ -	£ -	£ -	£ -	0%		£ 250.00	
Total Expenditure	£ 27,626.02	£ 21,511.29	£ 19,916.45	£ 20,175.97	£ 22,446.09	113%	Expenditure has returned grant	£ 19,274.95	
Remarkable Reserve Transfer									
Remarkable Reserve Transfer	£ -	£ -	£ -	£ -	£ -	0%		£ -	
Bank Renewal	£ -	£ -	£ -	£ -	£ -	0%		£ -	
Bus Shelter	£ -	£ -	£ -	£ -	£ -	0%		£ -	
Phone Box	£ -	£ -	£ -	£ -	£ -	0%		£ -	
Office Equipment	£ -	£ -	£ -	£ -	£ -	0%		£ -	
General Renewals	£ -	£ -	£ -	£ -	£ -	0%		£ -	
Total Transfer	£ -	£ -	£ -	£ -	£ -	0%		£ -	
TOTAL OUTGOINGS	£ 27,626.02	£ 21,511.29	£ 20,175.97	£ 22,446.09	£ 22,446.09	113%		£ 19,274.95	
Budget Balance	£ 4,014.33	£ 4,014.33	£ (285.52)	£ (2,275.72)	£ -			£ 16,202.48	
PROPOSED PRECEPT									