

# Bilbrook Parish Council

Virtual meeting held on Wednesday 2<sup>nd</sup> September 2020 at 7:00 pm

## Minutes

### Present:

Councillors: M Adams, S Adams, M Barrow (Chair), V Chapman (Vice-chair), G Burnett, A Hill, D Hutchinson, P Hutchinson, A Morrison, G Price, D Williams.

Also present: K Daker (Parish Clerk), District Cllr Ian Sadler, County Cllr B Spencer (part of the meeting)

**Public Forum:** No members of the public in attendance.

**Meeting commenced at 7:00 pm**

**015/20 APOLOGIES:** Cllr B O'Connor. **NO APOLOGIES:** Cllr J Michell

### 016/20 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

No dispensations were received. The following declarations of interest were received: -

Item	Councillor(s)
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028/20	Cllrs M Barrow, A Hill, D Hutchinson, and P Hutchinson have been granted a dispensation to speak and vote on matters relating to the Twentyman Committee.
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### 017/20 MINUTES

a) Minutes of the meeting of the Parish Council on the 1<sup>st</sup> July 2020 having previously been distributed were signed as a true and correct record.

b) Draft Minutes of the following meetings were noted for information:

- Allotment committee – 27<sup>th</sup> July 2020

**018/20 POLICE MATTERS** – No members of the police were present. A discussion took place on the police report. (Appendix 1). Councillors raised concern that some known crimes were not on the reports. **Resolved:** Clerk to write to the PCSO to query this.

### 019/20 REPORTS

b) South Staffordshire District Council (SSDC) Councillors' report was **received and noted**. (Appendix 2) Cllr G Burnett added that major roadworks will begin on the 18<sup>th</sup> September on the Woodman junction. Works will also start soon on the sunken manhole cover on Joey's Lane.

c) Remembrance working party. It was noted that given the currently Covid-19 guidelines, it is unlikely the event will be as it was in previous years. Concern was raised that controlling numbers would be impossible therefore the event may need to be cancelled. **Resolved:** To get guidance from the Royal British Legion and NALC and make a final decision on the nature of the event at the October Parish Council meeting.

d) Open Spaces working party. **Resolved:** To have another meeting of the open spaces working party meeting to discuss the planters, tree planting and other recommendations from the meeting of the 14<sup>th</sup> August.

**County Cllr B Spencer joined the meeting**

### 020/20 CLERKS REPORT/OTHER CORRESPONDENCE/DISCUSSION TOPICS

a) Clerks Report. (Appendix 3)

**Matter of Report:** The following update was received:

- Barnhurst Lane Drains - One of the drains had been cleared.
- Village hall gates – These are now locked at dusk.
- BT Telephone Kiosks - Request sent to BT clean them.
- Woodman Junction feasibility study still awaiting results.

**Resolved:** To accept the monthly report previously distributed.

## 019/20 REPORTS

a) Staffordshire County Council (SCC) Councillor's report – County Councillor B Spencer gave a verbal report:

- Over lockdown, Highways have been busy repairing roads around the county.
- The flood forum – The drain on Birches Road has been checked and there is a blockage. They are hoping to a camera down next week to find what is causing this.
- Cllr Spencer to investigate who owns the paving in front of the shops on Duck Lane.

County Cllr B Spencer left the meeting

## 020/20 CLERKS REPORT/OTHER CORRESPONDENCE/DISCUSSION TOPICS

- b) The annual inspection report was **received and noted**. **Matter of report:** The roundabout that was listed as moderate risk has now been repaired. All the remaining issues raised are of low risk. Quotes have been obtained for all repairs and money is being ring-fenced for these repairs in future. **Resolved:** In future to consider on a case by case basis whether to hire Hera fencing to cordon off any equipment that is out of order and awaiting repair.
- c) Resident complaint regarding littering – **Resolved:** This is a countrywide issue and the Parish Council does not have any answers on how to solve the problem.

## 021/20 FINANCE

- a) **Financial Reports - Resolved:** To receive the Payments, Receipts, Cashbook, Budget Comparison Report and Bank Reconciliations to 26<sup>th</sup> August 2020 (**Appendix 3**) **Matter of report:**
- Going forward the bank accounts will be reconciled when the agenda goes out instead of the month-end. This allows the financial reports to be sent out with the agenda.
  - Cllr S Adams has signed the bank reconciliations to 26<sup>th</sup> August 2020.
  - The National Joint Council for Local Government Services (NJC) has reached agreement on the new pay scales for 2020-21. Staff will receive a 2.75% contractual increase that will be backdated to April. (A 3.8% increase was budgeted)
- b) **Clerks timesheet** - To confirm authorisation by the Chair.
- c) **Insurance** – The annual renewal was **received and noted**. **Matter of report:** this is the 3<sup>rd</sup> year of a 3-year agreement. Cllr S Adams has checked that the value of the assets matches the insurance schedule. £2,336.78

## 022/20 APPROVAL OF EXPENSES

- a) Shropshire Union Canal Annual Subscription £25 - **Approved**
- b) One day cleaning/removing of algae from the MUGA - £400 – **Resolved:** this is too expensive and not necessary.

**023/20 PLANNING AND LICENCING-** To receive and consider the applications below and any late planning applications received between the publication of this agenda and the meeting. Details can also be viewed at <https://services.sstaffs.gov.uk/sscwebviewer>

**Application No: 20/00689/FUL**

**Proposal:** Single-storey flat-roofed side extension with pitched roof canopy across the frontage of the same to form new vehicular garage and porch

**Location:** 49 Lime Tree Road, Bilbrook, WV8 1NX

**Decision:** Approved Subject to neighbours approval

**Application No: 20/00695/TEL**

**Proposal:** Proposed telecommunications installation: Proposed 20m Phase 8 Monopole C/W wrap around Cabinet at the base and associated ancillary works.

**Location:** Street Record Innovation Drive, Bilbrook

**Decision:** Approved Subject to neighbours approval

## **024/20 POLICIES FOR APPROVAL**

### **a) New Policy**

- Website Accessibility Statement

### **b) Revised Policies**

- Freedom of Information Publication Scheme
- Media Policy
- Noticeboards Policy
- Open spaces Working Party Terms of Reference
- Risk Assessment - Playpark & Gym during Covid-19
- Risk Assessment - Working during Covid-19
- Risk Assessment -
- Virtual Meeting

### **c) Reviewed Policies with no changes**

- Code of Conduct
- Standing Orders
- Financial Regulations
- Complaint Procedure
- Harassment and Bullying Policy
- Disciplinary Procedure
- Grievance Procedure
- Equal Opportunities Policy
- Lone Worker Policy
- Absence Management Policy
- Training Policy
- Pension Policy Statements
- Finance & Personnel Committee Terms of Reference
- Allotments Committee Terms of Reference
- Remembrance Working Party Terms of Reference
- Christmas Working Party Terms of Reference
- CCTV Working Party
- Data Protection Policy
- GDPR - Subject Data Requests
- Vexatious Complaints Policy
- Health & Safety Policy
- Grants Policy
- Social Media & Mobile Devices Guidance
- CCTV Policy
- Allotment Policy
- Community Engagement Policy
- Metal Detecting Policy
- Confidentiality Report
- Internet Banking Policy
- Operation Bridge Policy
- Pre-Paid Card Policy
- Environmental Policy
- Legionella Control Procedure
- War Memorial - Wreaths and Tributes Policy
- Website Privacy Statement

**Resolved: All Policies Approved**

**025/20 ITEMS FOR FUTURE:** Christmas light-switch on event. The Parish Council having a presence on social media.

**026/20 NEXT MEETING** - Meeting of the Parish Council – Wednesday 7<sup>th</sup> October 2020 at 7.00 pm. **Resolved**  
To hold a physical meeting and to cancel the meeting on the night if the number of members of the public in attendance exceeds Government guidelines.

Section 17 of the Crime & Disorder Act 1998

*To acknowledge responsibilities under Section 17 of the Crime and Disorder Act 1998 – this places a duty on a local authority to consider crime and disorder implications and to exercise its various functions with due regard to the likely effect of the exercise of those functions and to do all that it reasonably can to prevent crime and disorder in its area.*

**Meeting suspended at 8.11 pm**

**Cllr I Sadler left the meeting**

**PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960**

In pursuance of the powers contained in section 1 of the above Act, I move that the press and public be now excluded from the meeting on the grounds that the business about to be transacted is of a confidential nature and that publicity will be prejudicial to the public interest.

**Meeting re-commenced 8.12 pm**

**027/20** The Twentyman Playing Fields Committee. **Resolved:** To chase South Staffs Council legal depart for legal advice and copy in the CEO

**Meeting closed at 8.40 pm**

Signed: .....

Dated: .....

## Appendix 1 - Reports

### Police report for Bilbrook Parish Council

**Dates: 28/7/2020 - 28/8/2020**

Public bodies can only disclose information if they have the power to do so. Section 115 of the Crime and Disorder Act provides a power to exchange information where disclosure is necessary to support the local Crime Reduction Strategy and Partnership in achieving the aims of the Crime and Disorder Reduction Strategy and objectives outlined within it.

The degree of disclosure that takes place must be proportionate and relevant to the level of social ill or criminality it is intended to counter or prevent.

The information is only to be processed in relation to crime and disorder purposes. Information will be handled in accordance with the Data Protection Act 1998, the Human Rights Act 1998 and any other relevant legislation governing disclosures and will ultimately be disposed of securely.

- Main headlines since the last meeting:
  - Vehicle crime –
    - Wobaston Road – theft from a vehicle
    - Bilbrook Road – damage, scratch found on a car after being parked on Bilbrook Rd
    - Joeys Lane – damage during road rage incident
  - Burglary (businesses) –
    - 3, all at Jaguar Land Rover site, Innovation Drive
- ASB hotspots:
  - Willow Drive, report of youths gathering in the hallway of flats
  - Wesley Rd, neighbour dispute
  - Carter Avenue, youths gathering in some trees, nitrous oxide canisters and alcohol containers being left behind
  - Woodside Grove, youths threatened a dog walker – and her dog
- We are looking for volunteers for Speed Watch. If any residents are interested please direct them to <http://www.staffsaferroads.co.uk/my-community/community-speed-watch> - *Thank you to the current volunteers for their time and efforts.*
- Please recommend Smart Alert to any residents interested <https://stafford-shiresmartalert.uk/staffs/>
- Please follow @SStaffspolice for up to date tweets from your local Police. Look out for #Bilbrook for local info.
- Please feel free to encourage public participants to try reporting incidents via our 'Digital 101' service. A private message can be sent to Staffordshire Police pages on Facebook / Twitter, instead of phoning 101 and waiting in a queue. Photographs and short video clips can also be sent via this service.

## Appendix 2 - Reports

### DISTRICT REPORT – GARY BURNETT

- **Community Hub update**

Council has debated and voted to progress the Codsall Community Hub, agreeing contracts with Seddon Construction Ltd as the main contractor, Wagstaff Interiors for loose furniture and Kier Business Services for project management.

- **Summary of service team changes over recent months**

Over the last few months, there have been some adjustments to service teams. As you know, earlier this year there was a re-organisation of responsibilities following the departure of David Pattison, our former Corporate Director of Finance.

Planning services were grouped together (Strategic Planning, Development Management and Enforcement) headed up by Kelly Harris.

We have had two new appointments Annette Roberts, Corporate Director of Planning and Infrastructure, and Lorraine Fowkes, Director of Legal and Governance.

Environmental Health Services also transferred to Community Services as part of the above changes.

Separate to the above, (the Extended Leadership Team (ELT) consulted on several proposals to reorganise some of our teams to help strengthen our transformation plans and working arrangements. Set out below is a summary of the changes implemented from ELT's review.

New member Support Service – Corporate/Member support functions that were previously in Policy and Partnerships, Corporate Support and Democratic Services have been amalgamated into a new Member Support Team.

Locality Enabling roles were introduced where several staff will take on additional duties as part of our new locality working approach. These roles will predominately cover business engagement, community engagement (including community safety), the environment (which includes climate change) and Welfare Services.

The Audit and Counter Fraud Team has been reduced, recognising that the fraud element has not returned the levels of external income as originally envisaged in 2015. Fraud prevention remains an important part of the Council's work programme and will predominately sit in the Revenues and Benefits Team, with ongoing input from the Audit Team.

Community Services will continue to take the lead on Emergency Planning, Leisure and Facilities, Waste and Recycling and Street Scene. The management of Street Scene Services was revised, and Hinksford Park Ground Maintenance and Enviro-Crime will now be delivered through the Street Scene Team.

Corporate Communications will now be delivered and managed differently from January 2021 onwards.

Welfare Services has been revised to ensure the service is agile enough to respond to the Government's plans for Universal Credit and changes to the welfare system. Capacity has also been considered to ensure there is senior expertise to manage appeals, tribunals and there is resilience for knowledge transfer and staff training relating to welfare/benefit changes.

In terms of specific staffing changes arising from the ELT review, wherever possible this was managed through voluntary redundancy, flexible retirement and redeployment. Some colleagues are also working longer notice periods as a result of the pandemic, which is greatly appreciated. The changes made overall translated to a saving of around circa £1 million over the period of the Council's Medium Term Financial Strategy (MTFS) and the revised arrangements put us in a strong position to face the challenges ahead.

- **Update on The Grange pub**

After complaints from local residents about people entering the empty property, the owner of The Grange was contacted and has again secured all the windows and doors. He has also had the rear conservatory demolished.

## Appendix 3: Clerks Report

- Highways have confirmed they will prioritise clearing of the drain on Barnhurst Lane.
- Damaged road safety bollard on the junction of Bilbrook Road and Watery Lane reported Ref 4203594
- Complaint received that playpark will not be opening on the 4<sup>th</sup> of July.
- Query received relating to the permit parking at the shops on Bilbrook Road. Highways have confirmed that the parking does form part of the adopted highway.
- Thanks, were received from a resident that the alleyway between Lane Green Road and Birches road had been cleared of weeds.
- Playpark & outdoor gym opened on the 10<sup>th</sup> July following advice from SSDC Environmental Health.
- Report of an illegal narrowboat on the canal passed to the Canal & River Trust
- A complaint from a resident regarding children congregating on the skate park. Notice put on the Parish website.
- Complaint received from resident re litter on the playing fields. Passed to PCSO. September agenda item.
- Thanks were received from a resident for re-opening the playpark.
- Highways Ref 4200135 closed as the Hedge on Wobaston Road is the owned by Wolverhampton City Council. Highways have requested WCC to cut back their hedge.
- Query received from a football team regarding playing on the Twentyman Playing Fields. SSDC legal department contacted for advice
- Damaged road sign at the junction of Bilbrook Road & Watery Lane repaired. Ref:4203594
- Parish Council is approved to pay by Invoice with Amazon.
- Letter and card received from Her Majesty's Lord-Lieutenant of Staffordshire, Mr Ian Dudson CBE KStJ thanking the Parish Council for their hard work during Covid-19 pandemic.
- Request received from two partially sighted residents for a Pedestrian light-controlled crossing. Request forwarded to County Cllr B Spencer and Highways who have made the Road Safety team aware of the request for consideration for listing for potential funding with the many competing requests received for the future budget.
- Large pieces of debris on Barnhurst Lane & Lane Green Road reported to SSDC who have removed them.
- Request from a resident regarding Lawn Lane Road closure passed to Staffs County Council.
- A complaint from a resident of Joeys Lane that closing the car park has led to congestion around their property.
- Response sent to SSDC regarding the proposed removal of the BT Kiosks near Motorworld and Bilbrook train station. Requested that the kiosks are kept, and BT maintain them.
- Question from a resident. Does the Parish Council have any plans to change the layout of Bilbrook streets to encourage more walking and cycling? Referred resident to Staffs County Council.

### Maintenance

- VE 75 Bench and new noticeboard installed on Bilbrook Village Green. Old noticeboard installed on the allotments
- Alleyway by Old Village green weeded
- Clifton Gardens weeded
- Village Hall Car Park weeded
- Path to the brook from the Twentyman playing fields strimmed (park of the Jubilee walks)
- The alleyway between Lane Green Road & Birches Road cleared of weeds
- Weekly Inspection checks restarted on the play park and outdoor gym.
- Paths between the Village Green & Duck Lane shops cleared of weeds
- Bus stop near motor world cleared of weeds
- 2<sup>nd</sup> car park cleared of weeds
- Area to rear of Codsall High School on Orchard Road cleared of weeds
- The path through to Jubilee Woods strimmed by the workmen.
- Roundabout on playpark repaired by Hags SMP Ltd.
- Walkway across Manor House Park fields strimmed
- Graffiti removed from telephone kiosk on Duck Lane
- Graffiti removed from Village Hall
- Goalposts removed on Twentyman playing fields
- Flower bed near Rainbows Too cleared of weeds
- Graffiti removed from the skatepark.
- Planters weeded
- Hedge near skate park reduced to fence height.

### **Items emailed to Councillors**

- SPCA Bulletins
- Street Scene Updates
- South Staffs Council News
- Lawn Lane Road Closure
- Closure of Bilbrook Village Hall Car Park at 5:00 pm
- Reopening High Streets Safely – Hand Sanitisers
- Naming and Numbering - Bloor Homes site

### **On-going Matters**

- Woodman Junction feasibility study. Results expected at the end of August/start of September.
- Sign down on Public right of way of Wobaston Road. Awaiting Wolverhampton City Council to repair
- I54 Diverted Bridal signs – Request sent to reschedule meeting postponed due to Covid-19.
- Replacement of Hawthorn bushes on the field near the recycle centre – site meeting to be held.

### **Planning Decisions outside of meetings:**

- 20/00607/FUL – No objections subject to neighbours approval
- 20/00615/FUL - No objections subject to neighbours approval

### **Planning Decisions Issued by SSC Planning Dept.:**

- 20/00378/FUL - Application approved with conditions

### **Training:**

- Clerks Knowledge – Parish Clerk
- Accessible websites – Parish Clerk

### **Website Posts**

- Various Police Community Messaging Alerts
- South Staffs Council News
- Covid-19 - various communications
- Notice of appointment date for the exercise of public rights account to 31.03.2020
- South Staffs Work Clubs Welfare Webinar 11th Sept 2020. Helping People Back into Employment
- SPACE 2020 - Fun activities for 8-17 year-olds during the school summer holiday across Staffordshire
- Lawn Lane road closure from Wednesday 12th August 2020
- i54 extension update
- Social Distancing and Sight Loss
- Bilbrook Play Park and outdoor gym open 10.07.2020
- Place Branding Staffordshire – Invitation to workshops
- Bilbrook playpark and outdoor gym to remain closed 3.7.2020



## Appendix 4: Finance Reports

### Paid Expenditure Transactions

between 01/07/20 and 26/08/20

Start of year 01/04/20

Cheque	Paid date	Tn no	Gross	Vat	Net	Details	Heading
fp200729rs	27/07/20	202076	£2,109.49	£0.00	£2,109.49	001	Salary - July 100/3/1
fp200729hmrc	27/07/20	202081	£248.71	£0.00	£248.71	HMRC	Salary - July 100/1
fp200729spf	27/07/20	202082	£260.57	£0.00	£260.57	Staffordshire Pension Fund	Salary - July 100/1
dd200718ds	27/07/20	202083	£829.99	£138.33	£691.66	Ditton Services	4th Instalment 170/3
dd02706tt	27/07/20	202084	£38.40	£6.40	£32.00	TalkTalk Business Ltd	Monthly Bill - July 110/1
dd200702idm	27/07/20	202085	£6.00	£1.00	£5.00	ID Mobile	Mobile Phone Bill July 110/1
fp200729smp	27/07/20	202086	£756.00	£126.00	£630.00	Hags Smp LTD	Remove & Replace bearing on roundabout 170/9
fp200729mis	27/07/20	202087	£304.78	£50.80	£253.98	Magnus Industrial Supplies Ltd	Covid-19 PPE and other equipment 170/2
fp200729nrg	27/07/20	202088	£705.00	£0.00	£705.00	N R Grundy Landscapes	Installation of noticeboards / VE Bench 170/13
fp200729do	27/07/20	202089	£1,394.40	£232.40	£1,162.00	David Ogilvy Engineering Ltd	WWII Bench with Plaque 170/10
fp200929ds	27/07/20	202090	£126.00	£21.00	£105.00	Ditton Services	Cutting of Village Green to 10/07/20 170/14
fp200729esp	27/07/20	202091	£60.00	£10.00	£50.00	ESPO	Laminator 110/7
fp200729esp	27/07/20	202092	£55.62	£9.27	£46.35	ESPO	Stationery 110/6
fp200729spc	27/07/20	202093	£555.00	£0.00	£555.00	SPCA	Annual Subscription 20-21 140/1
fp200729spc	27/07/20	202094	£50.00	£0.00	£50.00	SPCA	Clerks training "the Knowledge" 120/1
fp200729snc	27/07/20	202095	£1,900.00	£0.00	£1,900.00	St. Nicholas Church	Grant 2020-21 160/5
100141	27/07/20	202096	-£46.75	£0.00	-£46.75	BT	Refund 110/1
fp200826rs	26/08/20	202097	£1,899.03	£0.00	£1,899.03	001	Salary - Aug 100/3/1
fp200826hmr	26/08/20	202102	£195.71	£0.00	£195.71	HMRC	Salary - Aug 100/1
fp200826	26/08/20	202103	£260.57	£0.00	£260.57	Staffordshire Pension Fund	Salary - Aug 100/1
dd200818ds	26/08/20	202104	£829.99	£138.33	£691.66	Ditton Services	5th Instalment 170/3
dd200805tt	26/08/20	202105	£38.40	£6.40	£32.00	TalkTalk Business Ltd	Monthly Bill - Aug 110/1
dd200801idm	26/08/20	202106	£6.00	£1.00	£5.00	ID Mobile	Mobile Phone Bill Aug 110/1
fp200826mis	26/08/20	202107	£124.34	£20.72	£103.62	Magnus Industrial Supplies Ltd	Covid-19 Signage for play & skate parks 170/24
<b>Total</b>			£12,707.25	£761.65	£11,945.60		

### Received Income Transactions

between 01/07/20 and 26/08/20

No income received

# Financial Statement - Cashbook

Statement between 01/07/20 and 27/08/20 inclusive.

Balances at the start of the year

## Ordinary Accounts

Business Premium Account	£44,998.58
Community Account	£4,301.51
Equals Pre-Payment Card	£0.00
Nationwide Building Society Instant Save	£40,579.92
Petty Cash	£200.00
<b>Total</b>	<b>£90,080.01</b>

Balances at start of period

## Ordinary Accounts

Business Premium Account	£40,012.19
Community Account	£42,745.70
Equals Pre-Payment Card	£300.00
Nationwide Building Society Instant Save	£40,579.92
Petty Cash	£200.00
<b>Total</b>	<b>£123,837.81</b>

<b>RECEIPTS</b>	<b>Net (£)</b>	<b>Vat (£)</b>	<b>Gross (£)</b>
Total Receipts	0.00	0.00	0.00

<b>PAYMENTS</b>	<b>Net (£)</b>	<b>Vat (£)</b>	<b>Gross (£)</b>
100 Staff Costs	4,974.08	0.00	4,974.08
110 Administration	123.60	34.07	157.67
120 Personnel Cost (Training/travel)	50.00	0.00	50.00
140 Subscriptions	555.00	0.00	555.00
160 Grants/Donations	1,900.00	0.00	1,900.00
170 Open Spaces	4,262.92	727.58	4,990.50
180 Allotments	80.00	0.00	80.00
<b>Total Payments</b>	<b>11,945.60</b>	<b>761.65</b>	<b>12,707.25</b>

Closing Balances

## Ordinary Accounts

Business Premium Account	£40,012.19
Community Account	£30,038.45
Equals Pre-Payment Card	£300.00
Nationwide Building Society Instant Save	£40,579.92
Petty Cash	£200.00
<b>Total</b>	<b>£111,130.56</b>

# Financial Budget Comparison

Comparison between 01/04/20 and 27/08/20 inclusive.

		<b>2020/21 Budget</b>	<b>Actual Net</b>	<b>Balance</b>
<b>INCOME</b>				
<b>Bilbrook Parish Council</b>				
10	Precept	£79,500.00	£39,750.00	-£39,750.00
20	VAT Repayment	£0.00	£7,509.35	£7,509.35
30	Solar Farm	£2,369.00	£2,421.41	£52.41
40	Land Rent	£2,430.00	£1,215.00	-£1,215.00
50	Allotments Income	£700.00	£641.00	-£59.00
70	Bank Interest - Barclays	£80.00	£12.19	-£67.81
80	Bank Interest Nationwide	£236.00	£0.00	-£236.00
<b>Total Income</b>		<b>£85,315.00</b>	<b>£51,548.95</b>	<b>-£33,766.05</b>
<b>EXPENDITURE</b>				
<b>Bilbrook Parish Council</b>				
100	Staff Costs	£32,806.00	£11,726.09	£21,079.91
110	Administration	£2,446.00	£545.75	£1,900.25
120	Personnel Cost (Training/travel)	£740.00	£50.00	£690.00
130	Insurance / Audit / Legal Services	£4,341.00	£694.85	£3,646.15
140	Subscriptions	£860.00	£555.00	£305.00
150	Elections	£1,000.00	£0.00	£1,000.00
160	Grants/Donations	£4,000.00	£1,900.00	£2,100.00
170	Open Spaces	£31,230.00	£10,538.22	£20,691.78
180	Allotments	£700.00	£154.44	£545.56
190	Christmas Lights Switch on	£8,419.00	£1,745.50	£6,673.50
200	Remembrance Day	£220.00	£20.00	£200.00
210	Civic Sunday	£500.00	£0.00	£500.00
220	Chairman's Allowance	£400.00	£0.00	£400.00
240	Misc. / Contingency	£4,000.00	£0.00	£4,000.00
300	Reserves (Ring Fenced)	£49,369.00	£0.00	£49,369.00
<b>Total Expenditure</b>		<b>£141,031.00</b>	<b>£27,929.85</b>	<b>£113,101.15</b>
Total Income		£85,315.00	£51,548.95	-£33,766.05
Total Expenditure		£141,031.00	£27,929.85	£113,101.15
<b>Total Net Balance</b>		<b>-£55,716.00</b>	<b>£23,619.10</b>	

**Bank Reconciliation - Barclays Community Account**

At 27/8/20

Balance per Cash Book

£

£

30,038.45

Plus unpresented cheques

0.00

Less uncleared payments into bank

0.00**Balance Per Bank Statement****30,038.45****Bank Reconciliation - Barclays Business Account**

At 27/8/20

Balance per Cash Book

£

£

40,012.19

Plus unpresented cheques

0.00

Less uncleared payments into bank

0.00**Balance Per Bank Statement****40,012.19****Bank Reconciliation - Nationwide Instant Saver Issue 5**

At 27/8/20

Balance per Cash Book

£

£

40,579.92

Plus unpresented cheques

0.00

Less uncleared payments into bank

0.00**Balance Per Bank Statement****40,579.92**

Confirmed at 9th July 2020

Other Balances

Petty Cash

200.00

Equal

300.00**Total Balances****111,130.56**