

# Bilbrook Parish Council

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

## Minutes

### Present:

Councillors: M Adams, S Adams, M Barrow (Chair), V Chapman (part of the meeting), G Burnett, A Hill, D Hutchinson, P Hutchinson, J Michell, B O'Connor.

Also, present: K Daker (Parish Clerk), District Cllr Ian Sadler

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

### Meeting commenced at 7:02 pm

**20/059 APOLOGIES: Received and accepted:** Cllr A Morrison, County Cllr B Spencer.

**NO APOLOGIES:** Cllr G Price, Cllr D Williams.

**(See Appendix 1.)**

### 20/060 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

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

<u>Item</u>	<u>Councillor(s)</u>
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20/071	Cllrs M Barrow, A Hill, D Hutchinson, P Hutchinson and J Michell have been granted a dispensation to speak and vote on matters relating to the Twentyman Committee.
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### 20/061 MINUTES

- a) Minutes of the meeting of the Parish Council on the 4<sup>th</sup> November 2020 having previously been distributed were signed as a true and correct record.
- b) Minutes of the meeting of the Parish Council on the 25<sup>th</sup> November 2020 having previously been distributed were signed as a true and correct record.
- c) The draft minutes of the Finance & Personnel meeting of the 16th November 2020 were received and noted.

**20/062 POLICE MATTERS – No members of the police were present. A report was received. (Appendix 2) Resolved:** Councillors who will be attending the upcoming meeting of the Safer Neighbourhood panel to raise the matter of the increase in crime and lack of police on the streets.

### 20/063 REPORTS

- a) Staffordshire County Council (SCC) Councillor's report – **was received and noted. (Appendix 3).**
- b) South Staffordshire District Council (SSDC) Councillors' report **was received and noted. (Appendix 3).**
- c) Remembrance working party. Matter of report: A wreath was laid by Cllr M Barrow & Cllr P Hutchinson at 11:00 am on the 11th November and the two minutes silence was honoured along with pupils from Bilbrook Middle School and residents who were in attendance. The school children placed hand-painted poppy stones on the war memorial. The lamppost poppies which received a positive response from residents have been taken down. Resolved: to order more lamppost poppies in 2021. Clerk to speak to the school and church about a permanent home for the Poppy stones
- d) Monarch's way working party – The report was **received and noted.**
- e) Twentyman Sole Trustee – the Receipts and Payments to 30th September 2020 were **received and noted.**

## 20/064 CLERKS REPORT/OTHER CORRESPONDENCE/DISCUSSION TOPICS

### a) Clerks Report. **(Appendix 3)**

Updates:

- The duvet found on Brookfield Road may be related to reports of a homeless person sleeping rough on Duck Lane. The relevant authorities are investigating
- Training. The Chair reminded Councillors that training courses still must be paid for if Councillors do not attend.

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

### b) Neighbourhood plan. **Resolved:** To budget £10,000 in the 2021-2022 budget.

### c) Facebook. **Resolved:** To keep the site as it enables the Parish Council to engage with the community.

### d) Request for Pedestrianized area in the Village. **Resolved:** While the pedestrianised area is visually appealing but impractical in terms of the viability of the businesses, church, schools, Bilbrook Court and shops/flats.

## Cllr V Chapman left the meeting

### e) Bilbrook service personnel killed in action. **Resolved:** The war memorial serves as a memorial to all those who lost their lives in wartime therefore individual names of Bilbrook war dead will not be placed on the war memorial.

### f) Request for a memorial tree to be planted on the Twentyman Playing fields. **Resolved:** Approved subject to the family following the Memorial Bench & Tree Policy (20/068) and the family paying for one of the replacement trees to be placed on the Twentyman playing fields. (20/66b)

### g) Free services in exchange for publicity. **Resolved:** having taken advice from the SPCA, the Parish Council will accept offers of free services from community-minded businesses which will improve the village on the understanding that it is not taken as an endorsement of the company and that the publicity in return or promotion is not too generous.

## 20/065 FINANCE

### a) Financial Reports - **Resolved:** To receive the Payments, Receipts, Cashbook, Budget Comparison Report and Bank Reconciliations to 25<sup>th</sup> November 2020 **(Appendix 4)**

**Matter of report:** Cllr S Adams has signed the bank reconciliations to 25<sup>th</sup> November 2020.

### b) Clerks timesheet - To confirm authorisation by the Chair.

### c) The External Audit report was **received and noted.** **Matter of Report:** There were no issues.

## 20/066 APPROVAL OF EXPENSES

### a) Donations for Christmas. **Resolved:** to donate £50 to the ATC (2078 Boscobel Squadron) who marshall at the Christmas Light Switch on.

### b) Replacement of trees on the Twentyman Playing Fields. **Resolved:** to purchase four ornamental cherry trees and tree guards at a total cost of £408.84. The Clerk and Cllr D Hutchison to first check if tree guards can be made cheaply.

## 20/067 PLANNING AND LICENCING – The following applications were considered.

Details can be viewed at <https://planning.sstaffs.gov.uk/online-applications/>

Application No: [20/00738/FUL](#)

Proposal: Erection of 1 new dwelling

Location: 2 Wesley Road, Bilbrook, WV8 1LW

**Decision:** Reject on the grounds there is insufficient car parking, and it will prejudice highway safety.

Application No: [20/00949/FUL](#)

Proposal: Rear extension with internal alterations

Location: 35 Pendeford Mill Lane, Bilbrook, WV8 1JG

**Decision:** Approved subject to neighbours approval.

Application No: [20/00687/LUE](#)

Proposal: Planning Consent was granted under 09/00647/COU for the conversion of existing barns to three residential units (Class C3). This application for a certificate of lawful use is to ensure that the applicant is able to provide care services to children with care based on a staff to child ratio of at least 2:1 under Class C3(b)

Location: 2 Lane Green Barns, Lane Green Road, Bilbrook, WV8 1LP

**Decision:** Deferred. The Parish Council feels they need more time to investigate this and will request an extension to enable it to be discussed at the January Parish Council meeting. as it could be controversial. Please can we get an extension to the January meeting which means a response would be with you by the 7th January 2021?

**20/068 POLICIES FOR APPROVAL – Resolved** to approve the following Policies:

- a) Memorial Bench & Tree Policy (New)
- b) Social Media Policy (New)
- c) Social Media and Mobile Devices Guidance for Councillors (Revised)

**20/069 ITEMS FOR FUTURE:** None

**20/070 NEXT MEETING** - Meeting of the Parish Council – Wednesday 6<sup>th</sup> January 2021 at 7.00 pm.

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.*

**District Cllr I Sadler left the meeting**

**Meeting suspended at 8.12 pm**

#### **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 8.13 pm**

#### **CONFIDENTIAL AGENDA ITEM**

**20/071 The Twentyman Playing Fields – Matter of Report:** The lawyers have been informed of the Parish council's preferred option and should be reporting back next week.

**Meeting closed at 8.15 pm**

Signed: .....

Dated: .....

## Appendix 1 – Councillor Attendance (Rolling 12 months)

Date / Councillor	M Adams	S Adams	M Barrow	G Burnett	V Chapman	A Hill	D Hutchinson	P Hutchinson	J Michell	A Morrison	B O'Connor	G Price	D Williams	Total Attending
03 Jan 2020	✓	✓	✓	✓	A	✓	✓	✓	✓	A	A	✓	✓	10
05 Feb 2020	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	13
04 Mar 2020	✓	✓	✓	✓	A	✓	✓	✓	✓	A	✓	✓	✓	11
01 Apr 2020	*	*	*	*	*	*	*	*	*	*	*	*	*	0
06 May 2020	*	*	*	*	*	*	*	*	*	*	*	*	*	0
03 Jun 2020	*	*	*	*	*	*	*	*	*	*	*	*	*	0
01 Jul 2020	✓	✓	✓	✓	✓	✓	✓	✓	✓	A	✓	✓	✓	12
02 Sep 2020	✓	✓	✓	✓	✓	✓	✓	✓	x	✓	A	✓	✓	11
08 Oct 2020	✓	✓	✓	✓	A	✓	✓	✓	✓	A	x	✓	x	9
28 Oct 2020	✓	✓	✓	A	✓	✓	✓	✓	✓	A	x	✓	x	9
04 Nov 2020	✓	✓	✓	✓	✓	✓	✓	✓	x	A	✓	✓	✓	11
25 Nov 2020	✓	✓	✓	✓	✓	✓	✓	✓	x	A	A	✓	x	9
03 Dec 2020	✓	✓	✓	✓	✓	✓	✓	✓	✓	A	✓	x	x	10
<b>Total Attendance</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>9</b>	<b>7</b>	<b>10</b>	<b>10</b>	<b>10</b>	<b>7</b>	<b>2</b>	<b>5</b>	<b>9</b>	<b>6</b>	

### Key

- ✓ In Attendance
- A Apologies
- % Not in Office
- x No Apologies
- \* No Meeting

## Appendix 2 – Police Crime & ASB Report

Date: 5th November - 25th November

*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 in a secure manner.*

**Main headlines since the last meeting:** Since the last meeting there has been an increase in vehicle crime throughout the area, mainly thefts from the vehicles including Codsall, Perton and Wombourne. There has also been a couple of thefts of vehicles locally, one being a delivery van in Lane Green Road. The main items being taken in the thefts from vehicles are power tools and these offences are occurring in daylight hours. The last vehicle that was used (in Codsall yesterday morning) was a black Audi estate and the day before it was a grey Vauxhall Insignia. Although different cars are being used, the occupants are always described as the same: 2 males, one black man and one white man. The white man has been described as wearing a grey beanie hat yesterday, in Heath House Lane.

There have been a couple of burglaries and a couple of weeks ago, they were rife throughout South Staffs, where jewellery was being stolen. Some of the break-ins were early evening when people were in and were downstairs. Luckily, these seem to have abated for now.

There have been 2 thefts from elderly people recently after they have either collected pension money or drawn cash out. One in Bilbrook Road a couple of weeks back and one in Codsall 23rd November.

Distraction techniques are used by a couple, described simply as 'foreign', no nationality is known, and whilst talking one of them reaches into bags for cash and bank books. Please be aware and let any elderly people know about the risks.

**ASB hotspots:** Most of the anti-social behaviour incidents we have had reported are neighbour disputes or covid breach jobs at people's homes. Two were reported to the same address and were attended by different officers, to find there were no breaches whatsoever and these were malicious calls, believed from a neighbour. No actual hotspots lately, but we continue to patrol the usual places; rear of the scout hut, Jubilee Woods, Joeys Lane, Lane Green, etc.

If you know of any anti-social behaviour or drugs hotspots, please let us know by calling 101 or speak to your local PCSO.

Please follow South Staffs Police on Twitter; @SStaffsPolice.

Also please consider following your local PCSOs on @PCSOlouisJones for anything relating to Codsall & Bilbrook and around rural crime in South Staffs too.

We are still looking for volunteers for Speed Watch.

Please consider signing up to and recommending Smart Alert to any residents interested to know what is happening in the South Staffordshire area. Most incidents of crime are put out on this system either as they happen or shortly afterwards, depending on what shift we are working and when we hear about the incident.

<https://staffordshiresmartalert.uk/staffs/>

## Appendix 3 - Reports

### County Council report, Bilbrook Parish Council – 2<sup>nd</sup> December 2020

- I believe there are no outstanding matters, all requests have been responded to.
- The County Council is understandably focused on our Covid response, particularly since we will leave the current lockdown and immediately become a Tier 3 authority. I will update the council once our specific restrictions, other than the national requirements are known.
- I have become increasingly concerned about a spate of serious crimes in both Codsall and Bilbrook, including two robberies of elderly women who appear to have been followed, following collection of their pension and money and bankbooks stolen. On the 25<sup>th</sup> November, I wrote to our area Sergeant seeking information and reassurance that the police were taking these matters seriously. I will update the council with the response when received. It would also appear; some victims are reluctant to report incidents to the police. Can I urge all members to encourage all victims of crimes to report incidents to our local police? Unfortunately, resource follows demand, so its important, if we are to see a greater police presence, all crimes are recorder.
- Our Safer Neighbourhood Panel (SNP) met on Monday 23<sup>rd</sup> November and Cllr Martin Adams represented our area. Martin asked a question with regard to the rates of Domestic Violence in our area and I had previously been asked by Cllr Gary Burnett about the possibility of commissioning youth work. Both questions were included in our written submission to the Police Commissioners' Office and our local Police Commander. The questions for the next formal meeting are,

### Questions

The panel fully accept the significant stresses Covid-19 is placing on all agencies and are extremely grateful for the remarkable efforts of front-line police officers, but feel the following questions should be addressed

1. Communications. Despite being raised several times previously, the South Staffs website still has details of Wombourne Police station, together with contact numbers that don't exist. Being able to contact the police is essential if they are to maintain the trust and confidence of communities. The panel finds this continuing situation completely unacceptable.
2. Crime stats, local priorities and objectives. As above, there is no indication on any website of the local policing crime stats, priorities or updates. For example, there seems to have been no crime for several months in Kinver and Codsall who regularly witness 50-60 crimes a month have seen single-digit figures for the last four months. We have previously been told there is a problem with the computer system, but that seems to have been going on now for almost a year. When can we expect accurate and reliable crime figures to be published and how are the police engaging with the public around priorities and initiatives?
3. Several areas have seen increases in ASB associated with youths. Cllr Spencer has made preliminary enquiries around commissioning a limited amount of youth work in South Staffs. The aim would be to engage local youths and try to integrate them into existing local projects. Perhaps a pilot of a few days a month in each of the South Staffs areas. Would the Police/PFCC office in principle consider part-funding the project? Local Parish Councils and the District would also be approached.
4. There have been several media reports of crimes being committed in Wolverhampton by offenders with Eastern European accents. Codsall has also suffered similar offences. There was a robbery of an elderly lady where they seem to have followed her from the post office after picking up her pension. Also, stopping cars on the pretence of asking for directions and them trying to snatch objects from seats. Incidentally, the last offence was not reported since the victim could not contact the police and gave up. As question 1.
5. We have been told there has been a significant increase in domestic violence during lockdown. Has this impacted on South Staffs and are they new victims or more frequent repeats and do we have a robust support process for the victims?
6. Two years ago, the Commissioners' office changed the administration of the panels. We used to meet in the district council offices, supported by the Community Safety Officer for the area. She was then our voice at the police 'tasking' process and able to influence and inform local policing delivery. It then changed to the Commissioners' office administering the meetings with no involvement of the Community Safety Officer. The panel feels this has not been a beneficial change. The SNP meet in isolation with the Commissioners' office and the Community Safety Officer meets

separately with the Police and there seems to be no communication between the two. For example, the district council have two performance indicators around policing, feeling safe during the day and feeling safe at night. Most people feel safe during the day but the target for feeling safe at night is 80% and we barely make 60%. Where is our opportunity to hold local policing (and the council for that matter) to account for this? The panel feels we are only there to carry out the various reviews of things like 'stop and search' and the 'use of force' for the commissioners benefit and have absolutely no impact on our primary founding aim of 'holding local policing to account.' This process must be reviewed as a matter of urgency.

- I sit on the All-Party Working Group looking into volunteering. The county is involved in a new drive to see greater community involvement in delivering services. This committee plans to report its findings and a 'blueprint' for greater community involvement in January 2021. I will update the membership once published.
- County is now dealing with road defects and drainage issues at a greater rate than those being reported. Can I again stress the importance of reporting all defects via the website. It is easy to do and once reported I have a far greater impact on resolving the issues. Also, I have had two reports this week from people wishing to claim damages from the council for damage to cars caused by potholes. In order for any claim to be successful the defect MUST have been previously reported. The claim then depends on the time taken by the council to repair the defect. In both cases I was told by the drivers, the defects had been reported numerous times previously. Typically, neither defect had ever been reported. Everyone complains but no one reports the problems.

### **DISTRICT REPORT DECEMBER 2020 Gary Burnett**

- **COVID – 19 SUPPORT OFFICERS** - The first COVID – 19 SUPPORT OFFICERS started work this week and they will focus on high-risk areas, including around schools, to ensure that local villages are COVID secure. Whilst they themselves do not have any enforcement powers, they will be helping to remind people and businesses about the importance of 'Hands, Face, Space' and the need to maintain face coverings, wash your hands regularly/use hand sanitiser, and to maintain a safe social distance. These measures are vital to ensure people feel safe and to slow the spread of infection.
- **SUPPORTING THOSE IN NEED** - The Council has a variety of support mechanisms in place to help residents and this week, the Customer Services Team at the Council has been busy contacting high risk (clinically extremely vulnerable) residents. This has included arranging food delivery slots and transport to medical appointments as well as talking to residents who have been isolating for some time. Well done to Helen Thomas and the team, who have received a number of compliments from residents thanking them for calling and for all their help. If you know anyone who might need help or someone to talk to, please call 01902 696000. Although people are not being asked to resume shielding, clinically vulnerable people are asked to be especially careful.
- **BLOOR DEVELOPMENT** - The planned visit to the Bloor Housing site on Pendeford Mill Lane was cancelled by the Land Director at the last minute. The visit will be rescheduled as soon as the current lockdown period expires, assuming that it isn't extended for a further period. Several residents have expressed concerns about the area of the site which borders gardens of existing properties.
- **DOG FOULING** - Dog fouling remains a problem in the alleyway between Bilbrook Road and Lime Tree Gardens. Numerous signs have been put up along the metal fencing, and the yellow spray stencil has been used along the length of the alley. There are ongoing discussions with South Staffs Council about the possibility of installing CCTV to catch the offenders.

In the same alleyway a couple of weeks ago an elderly resident was robbed of her weekly pension money by a man and a woman employing 'distraction theft'. She wasn't going to report it to the police, but I contacted her after another resident alerted me to the incident. Hopefully, she has now done so.

- **DEER KILLED CROSSING WOBASTON ROAD** - In the last few weeks, two Muntjac deer have been killed in animal-vehicle collisions on Wobaston Road at the bottom of the hill coming into Bilbrook. Drivers are warned to look out for the deer roaming on to roads and posing risks to road users.

## Appendix 3: Clerks Report

- Loose manhole cover near the traffic lights on Birches Road reported to Staffordshire County Council Highways - MREP-218445-2675.
- Skate park and outdoor gym taped off for the 2nd lockdown. MUGA and playpark to remain open.
- [clerk@bilbrookparishcouncil.gov.uk](mailto:clerk@bilbrookparishcouncil.gov.uk) set up.
- Request from a resident for a named memorial for all the lost war heroes on some sort of plaque to be placed on or near the war memorial. Request sent to the Commonwealth War Graves Commission for details of Bilbrook war casualties. December Agenda item.
- Wood Saw found by Codsall Community High School reported to the school.
- Duvet dumped on Brookfield road reported to the street scene who have collected it.
- Open telephone BT cad in front of Motorworld reported to BT.
- Sharps bins found outside Motorworld reported to Street Scene who have removed them
- The hawthorn bushes on the field near the recycle centre removed. One complaint received from a resident. To be replanted with Beech & Hazel whips in December.
- Union Jack flag ripped. New Union Jack purchased.

### Maintenance

Dog fouling signs placed on the alleyway between Bilbrook Road and Lime Tree Gardens

Weeds removed from the Canal bridge

War memorial – Block paving cleaned

BVH CCTV serviced.

Broken trailer wheel re-welded

Clearance of wood chip left by Staffordshire County Council on the removal of tree stumps on Bilbrook road.

Hedges around the village Hall cut back

Hedge by the recycling centre has been cut back to fence height to improve visibility.

### Items emailed to Councillors

- SPCA Bulletins
- South Staffs Council News
- Support Staffordshire VCSE Locality Forums
- Neighbourhood Planning Services and Interactive Webinar
- West Midlands Trains Business Update
- MUGA, Outdoor Gym, etc
- Monarchs way
- Localities+ - Locality 4 Forum - Wednesday, 11 November 2020 @ 5.00 pm
- Job descriptions & adverts
- Staffordshire County Council Saturday Surgery

### On-going Matters

- Woodman Junction feasibility study results are now due.
- Quotes for replacement CCTV
- Quotes for Car Park Repairs

**Planning decisions outside of meetings:** None

**Planning decisions Issued by SSC Planning Dept.:** None

**Training:** SLCC Meeting - Clerk

### Website / Facebook Posts

- Various Police Community Messaging Alerts
- South Staffs Council News
- Covid-19 - various communications
- Remembrance wreath-laying video
- Christmas Light Switch on Video
- Staffordshire County Council
- Bilbrook Play Park, Outdoor Gym, Skate Park & MUGA over Lockdown 2.
- Poppies and VE 75 Bench
- Happy at Home Campaign
- South Staffs Work Clubs Webinar
- Codsall Leisure Centre online classes
- The Codsall and Bilbrook Cancer Support Group



## Appendix 4: Finance Reports

### Paid Expenditure Transactions

between 28/10/20 and 25/11/20

Start of year 01/04/20

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Details	Heading
fp201123rs	24/11/20	202164		£2,029.26	£0.00	£2,029.26	001	Salary - Nov 100/3/1
fp201123hmr	24/11/20	202169		£119.98	£0.00	£119.98	HMRC	Salary - Nov 100/1
pf201123spf	24/11/20	202170		£267.64	£0.00	£267.64	Staffordshire Pension Fund	Salary - Nov 100/1
DD201118ds	24/11/20	202171		£829.99	£138.33	£691.66	Ditton Services	8th Instalment 170/3
fp201101idm	24/11/20	202172		£6.00	£1.00	£5.00	ID Mobile	Mobile Phone Bill Nov 110/1
fp201105tt	24/11/20	202173		£38.40	£6.40	£32.00	TalkTalk Business Ltd	Monthly Bill - Nov 110/1
fp201123hof	24/11/20	202174		£108.60	£18.10	£90.50	House of Flags	Union Jack 170/16
fp201123jdf	24/11/20	202175		£24.00	£4.00	£20.00	JD Fabrications Welding	Repair of trailer wheel 170/99
fp201123tfm	24/11/20	202176		£18.66	£3.11	£15.55	Telford Farm Machinery	Manhole Lifting Keys 180/2
pf201123tle	24/11/20	202177	2098	£4,039.20	£673.20	£3,366.00	Turnocks Ltd	 190/1
fp201123sgs	24/11/20	202178		£132.00	£22.00	£110.00	SGS Systems Limited	CCTV Annual Service 110/8
fp201123mis	24/11/20	202179		£82.62	£13.77	£68.85	Magnus Industrial Supplies	Maintenance Materials 170/99
fp201123mis	24/11/20	202180		£51.89	£8.65	£43.24	Magnus Industrial Supplies	Maintenance Materials 170/99
fp201123mis	24/11/20	202181		£38.40	£6.40	£32.00	Magnus Industrial Supplies	Black Litter Picking Sacks 170/99
fp201123mis	24/11/20	202182		£3.50	£0.58	£2.92	Magnus Industrial Supplies	Gloves & Cable ties 170/99
fp201123mis	24/11/20	202183		£6.96	£1.16	£5.80	Magnus Industrial Supplies	Hasp & Staple 170/99
fp201123mis	24/11/20	202184		-£26.70	-£4.45	-£22.25	Magnus Industrial Supplies	CN 170/99
fm201123sja	24/11/20	202185		£50.00	£0.00	£50.00	St John Ambulance	Christmas Light Switch on Donation 190/6
fm201123sal	24/11/20	202186		£100.00	£0.00	£100.00	The Salvation Army	Christmas Light Switch on Donation 190/6
chq 103781	24/11/20	202187		£225.00	£0.00	£225.00	The Royal British Legion	Wreaths, poppies & donation 200/3
<b>Total</b>				£8,145.40	£892.25	£7,253.15		

### Received Income Transactions

between 28/10/20 and 25/11/20

Start of year 01/04/20

Paying ref.	Received date	Tn no	Invoice	Gross	Vat	Net	Heading	Details
100142	19/11/20	35		£1,215.00	£0.00	£1,215.00	40	Mr P W Banks Land Rent Oct 2020-Mar 2021
<b>Total</b>				£1,215.00	£0.00	£1,215.00		

# Financial Statement - Cashbook

Statement between 28/10/20 and 25/11/20 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
Total	£90,080.01

Balances at start of period

## Ordinary Accounts

Business Premium Account	£90,017.73
Community Account	£8,230.33
Equals Pre-Payment Card	£300.00
Nationwide Building Society Instant Save	£40,579.92
Petty Cash	£200.00
Total	£139,327.98

RECEIPTS	Net (£)	Vat (£)	Gross (£)
40 Land Rent	1,215.00	0.00	1,215.00
Total Receipts	1,215.00	0.00	1,215.00
PAYMENTS	Net (£)	Vat (£)	Gross (£)
100 Staff Costs	2,416.88	0.00	2,416.88
110 Administration	147.00	29.40	176.40
170 Open Spaces	932.72	186.54	1,119.26
180 Allotments	15.55	3.11	18.66
190 Christmas Lights Switch on	3,516.00	673.20	4,189.20
200 Remembrance Day	225.00	0.00	225.00
Total Payments	7,253.15	892.25	8,145.40

## Ordinary Accounts

Business Premium Account	£85,017.73
Community Account	£6,299.93
Equals Pre-Payment Card	£300.00
Nationwide Building Society Instant Save	£40,579.92
Petty Cash	£200.00
Total	£132,397.58

# Financial Budget Comparison

Comparison between 01/04/20 and 25/11/20 inclusive.  
Excludes transactions with an invoice date prior to 01/04/20

		<b>2020/21 Revised</b>	<b>Actual Net</b>	<b>Balance</b>
<b>INCOME</b>				
10	Precept	£79,500.00	£79,500.00	£0.00
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	£2,430.00	£0.00
50	Allotments Income	£700.00	£641.00	-£59.00
60	Grants / Donations	£0.00	£0.00	£0.00
70	Bank Interest - Barclays	£80.00	£17.73	-£62.27
80	Bank Interest Nationwide	£236.00	£0.00	-£236.00
90	Other Income	£0.00	£0.00	£0.00
<b>Total Income</b>		<b>£85,315.00</b>	<b>£92,519.49</b>	<b>£7,204.49</b>
<b>EXPENDITURE</b>				
100	Staff Costs	£32,806.00	£19,559.74	£13,246.26
110	Administration	£2,446.00	£980.28	£1,465.72
120	Personnel Cost (Training/travel)	£740.00	£232.50	£507.50
130	Insurance / Audit / Legal Services	£4,341.00	£3,066.63	£1,274.37
140	Subscriptions	£860.00	£677.00	£183.00
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	£13,942.85	£17,287.15
180	Allotments	£700.00	£306.46	£393.54
190	Christmas Lights Switch on	£8,419.00	£5,261.50	£3,157.50
200	Remembrance Day	£220.00	£245.00	-£25.00
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	£29.56	£3,970.44
300	Reserves (Ring Fenced)	£49,369.00	£0.00	£49,369.00
<b>Total Expenditure</b>		<b>£141,031.00</b>	<b>£46,201.52</b>	<b>£94,829.48</b>
Total Income		£85,315.00	£92,519.49	£7,204.49
Total Expenditure		£141,031.00	£46,201.52	£94,829.48
<b>Total Net Balance</b>		<b>-£55,716.00</b>	<b>£46,317.97</b>	

<b>Bank Reconciliation - Barclays Community Account</b>	
<b>At 24/11/20</b>	
£	£
<b>Balance per Cash Book</b>	<u><b>6,299.93</b></u>
<b>Plus</b> unrepresented cheques	
26/10/2020 Staffordshire Wildlife Trust	42.00
23/11/2020 The Royal British Legion	225.00
	267.00
<b>Less</b> uncleared payments into bank	
	0.00
<b>Balance Per Bank Statement</b>	<u><b>6,566.93</b></u>

<b>Bank Reconciliation - Barclays Business Account</b>	
<b>At 24/11/20</b>	
£	£
<b>Balance per Cash Book</b>	<u><b>85,017.73</b></u>
<b>Plus</b> unrepresented cheques	
	0.00
<b>Less</b> uncleared payments into bank	
	0.00
<b>Balance Per Bank Statement</b>	<u><b>85,017.73</b></u>

<b>Bank Reconciliation - Nationwide Instant Saver Issue 5</b>	
<b>At 24/11/20</b>	
£	£
<b>Balance per Cash Book</b>	<u><b>40,579.92</b></u>
<b>Plus</b> unrepresented cheques	
	0.00
<b>Less</b> uncleared payments into bank	
	0.00
<b>Balance Per Bank Statement</b>	<u><b>40,579.92</b></u>
Verbal Confirmation 25/11/2019	

Other Balances	
Petty Cash	200.00
Equal	300.00
<b>Total Balances</b>	<u><b>132,397.58</b></u>