

## Bilbrook Parish Council

Meeting held on Wednesday 7<sup>th</sup> July 2021 at 7:00 pm at Bilbrook Village Hall

### Minutes

#### Present:

Councillors: M Adams, S Adams (Chairman), V Chapman, G Burnett (Vice-Chairman), S Leedham, J Michell, G Price (Part of the Meeting), B O'Connor,  
Also, present: K Daker (Parish Clerk), County Cllr B Spencer (Part of the Meeting), District Cllr I Sadler (Part of the Meeting)

**Public Forum:** No members of the public present.

**The meeting commenced at 7:00 pm and standing orders were imposed.**

**027/21 APOLOGIES** Cllr M Barrow, Cllr A Hill, Cllr D Hutchinson, Cllr P Hutchinson  
**NO APOLOGIES/APOLOGIES NOT ACCEPTED:** (See Appendix 1) D Williams

#### **028/21 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS**

No dispensations or declarations of interest were received.

#### **029/21 MINUTES**

- a) Minutes of the Annual Meeting of the Parish Council on the 2nd June 2021 having previously been distributed were **signed as a true and correct record**.
- b) The draft minutes of the Allotments Committee Meeting of the 14<sup>th</sup> June 2021 were **received and noted**.
- c) The draft minutes of the Finance and Personnel Committee Meeting of the 24<sup>th</sup> June 2021 were **received and noted**.

**030/21 POLICE MATTERS** – *The Council acknowledges its duty under Section 17 of the Crime and Disorder Act 1998 to consider the crime and disorder implications of its various functions and to do all that it reasonably can to prevent crime and disorder in its area.*

The police report was **received and noted**. (Appendix 2) No members of the police were present.

#### **031/21 REPORTS**

- a) Staffordshire County Council (SSC) – Cllr Spencer gave a verbal report (**Appendix 3**).

**County Cllr B Spencer left the meeting.**

- b) South Staffordshire District Council (SSDC) Councillors' report was **received and noted**. (**Appendix 3**). It was added that work starts on the soakaway on the Village Green on the 8<sup>th</sup> July.

#### **032/21 CLERKS REPORT/OTHER CORRESPONDENCE/DISCUSSION TOPICS**

- a) **Clerks Report** – The Clerk's Report was **received and noted**. (**Appendix 4**)
- b) **Working groups memberships** – **Resolved**: Cllr S Leedham to join the Christmas Lights Working Group and the Open Spaces Working party following the completion of the SPCA councillor fundamentals course.
- c) **Parking in the Centre of Bilbrook** – **Matter of Report**: Cllr B Spencer to look into enforcement.
- d) **Speeding on Lime Tree Rd** – **Matter of Report**: Cllr B Spencer is looking into speeding generally.

- e) **Litter by Shop frontages** – Cllr Burnett has spoken to one of the worst offenders and they are looking into more regular clean-ups, extra bins and a leaf vacuum to pick up cigarette ends. **Resolved:** To monitor the situation.
- f) **Pesticide-Free Bilbrook** – **Resolved:** To write to South Staffs District Council for their position on going pesticide-free and advice on alternatives to glyphosate.

**Cllr G Price and District Cllr I Sadler left the meeting.**

- g) **Grass Verges** – Following several complaints from residents. **Resolved:**
  - Clerk to write to South Staffs District Council Street Scene raising concerns about the state of the verges.
  - To formally approve the following areas as tall cut areas in addition to Wobaston Road which was previously approved by the Parish Council in:
    - Duck Lane opposite the Fire Station
    - Bilbrook Road Triangle between Old Farm Drive and the Scout hut
    - Lane Green Road between the Railway Bridge and Oakfield Road.
  - To consider setting up a working group to look at other areas for tall grass.
- h) **Welcome Back to the High Street (WBHS) Grant** – **Resolved:** To approve the application for funding of £5,000.
- i) **Neighbourhood Plan Newsletter** – **Resolved:** Newsletter to be called the Bilbrook Buzz. Topics to cover include the grass verges, a section on local groups who came to the Annual Parish Meeting. Councillors to email the clerk with any other ideas.
- j) **Youth Parish Council** – For 11 to 25-year-olds and are run beside the Parish Council. **Resolved:** to get more information and ask a representative from SCVVYS to come and speak to the Parish Council about it.
- k) **Commissioning of a skatepark graffiti artist** – **Resolved:** Rejected.
- l) **The Queen's Green Canopy** – **Resolved:** to plant an evergreen cedar with a plaque. Clerk to bring quotes to the September meeting.
- m) **The Queen's Platinum Jubilee Beacons 2nd June 2022** – **Resolved:** To hold a community event on the playing fields instead. To be organised by a Queen's Platinum Jubilee working party. To include details in the Newsletter.

**033/21 FINANCE**

- a) Financial Reports - **Resolved:** To receive the Payments, Receipts, Cashbook, Budget Comparison Report and Bank Reconciliations to 30th June 2021 (**Appendix 5**) **Matter of report:** Cllr G Burnett has signed the bank reconciliations to 30<sup>th</sup> June 2021.
- b) Clerks timesheet – **Matter of Report:** The Chair has authorised the clerk's timesheet.

**034/21 EXPENDITURE**

- a) **Civic Sunday money** – **Resolved:** to put the money towards the Platinum Jubilee Celebrations.
- b) **Staffordshire Union Canal** – Annual Membership 2021-22 - £25 - **Resolved:** Approved to the end of the current Parish Council term.
- c) **Tree Survey** – **Resolved:** to accept the quote for £325 and to consider moving to a 5 yearly cycle of tree surveys.
- d) **Tree works on Sycamore Tree on the playing fields** – **Resolved:** to wait until the tree survey. The resident may wish to remove any branches overhanging his garden in the meantime.
- e) **Cutting of the Old Village Green** – to be added in with the current schedule of cutting (20 cuts a year) at an annual cost of £240. **Resolved:** Approved for one year to be covered by the WBHS Grant.
- f) **Bench for the Village Green.** **Resolved:** To install a green anti-vandal bench on the Village Green in place of Stan Bennett's wooden memorial bench which is continually vandalised.
- g) **Sign for the Village Green** : **Resolved:** To bring costs to the September meeting.

**035/21 PLANNING AND LICENCING-** The following planning applications were considered. Details can be viewed at <https://planning.sstaffs.gov.uk/online-applications/>

**Application No** [21/00423/FUL](#) (Brought forward from the June Meeting)

**Proposed:** Conversion of existing buildings to create two/three bedroomed dwelling including extension and compensatory demolition of existing structures

**Location:** Buildings Rear Of 11 Smallholding Barnhurst Lane, Bilbrook, WV8 1RS

**Decision: No objections subject to Neighbours approval**

**Application No:** [21/00536/FUL](#)

**Proposed:** Dwarf wall conservatory 3.2m x 3.2m, dwarf wall 600mm boundary wall 2m, UPVC double glazed walls and roof, separated from the existing house by French doors

**Location:** 22 Manor House Park, Bilbrook, WV8 1ES

**Decision: No objections subject to Neighbours approval**

**Application No:** [21/00600/FUL](#)

**Proposed:** Garage extension with double storey bedroom above

**Location:** 27 Homefield Road Bilbrook, WV8 1JN

**Decision: No objections subject to Neighbours approval**

**Application No:** [21/00693/FUL](#)

**Proposed:** First-floor extension

**Location:** 10 Acacia Crescent, Bilbrook, WV8 1NU

**Decision: No objections subject to Neighbours approval**

**036/21 POLICIES FOR REVIEW.**

- a) [Tree Policy – New Policy - Approved](#)
- b) [Statement of Internal Control – New Policy - Approved](#)

**037/21 ITEMS FOR FUTURE**

**038/21 NEXT MEETING**

Meeting of the Parish Council – Wednesday 1<sup>st</sup> September 2021 at 7.00 pm at Bilbrook Village Hall.

**The meeting closed at 8.40 pm.**

Signed: .....

Dated: .....

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

Meeting Date / Councillor	M Adams	S Adams	M Barrow	G Burnett	V Chapman	A Hill	D Hutchinson	P Hutchinson	S Leedham	J Michell	A Morrison	B O'Connor	G Price	D Williams	Total Attending
02 Sep 2020	✓	✓	✓	✓	✓	✓	✓	✓	%	✗	✓	A	✓	✓	11
08 Oct 2020	✓	✓	✓	✓	A	✓	✓	✓	%	✓	A	✗	✓	✗	9
28 Oct 2020	✓	✓	✓	A	✓	✓	✓	✓	%	✓	A	✗	✓	✗	9
04 Nov 2020	✓	✓	✓	✓	✓	✓	✓	✓	%	✗	A	✓	✓	✓	11
25 Nov 2020	✓	✓	✓	✓	✓	✓	✓	✓	%	✗	A	A	✓	✗	9
03 Dec 2020	✓	✓	✓	✓	✓	✓	✓	✓	%	✓	A	✓	✗	✗	10
06 Jan 2021	✓	✓	✓	✓	✓	✓	✓	✓	%	✗	A	✓	✓	✓	11
03 Feb 2021	✓	✓	✓	✓	✓	✓	A	A	%	✓	%	✓	✓	✓	10
03 Mar 2021	✓	✓	✓	✓	✓	✓	✓	✓	%	✓	%	✓	✓	A	11
07 Apr 2021	✓	✓	✓	✓	✓	✓	✓	✓	%	✓	%	✓	✓	✓	12
05 May 2021	✓	✓	✓	✓	✓	✓	✓	✓	%	✗	%	A	✓	A	9
02 Jun 2021	✓	✓	✓	✓	A	✓	✓	✓	✓	✗	%	✓	✓	✓	11
07 Jul 2021	✓	✓	A	✓	✓	A	A	A	✓	✓	%	✓	✓	✗	8
<b>Total Attendance</b>	<b>13</b>	<b>13</b>	<b>12</b>	<b>12</b>	<b>11</b>	<b>12</b>	<b>11</b>	<b>11</b>	<b>2</b>	<b>7</b>	<b>1</b>	<b>8</b>	<b>12</b>	<b>6</b>	

### Key

- ✓ In Attendance
- A Apologies accepted
- % Not in Office
- ✗ No Apologies / Apologies not accepted
- \* No Meeting

## Appendix 2 – Police crime and ASB report

**Dates: 3rd June - 2nd July 2021**

*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:** Crime: Main issues seem to be criminal damage, vehicle crime and other theft. Criminal damage has occurred at an address in Lane Green Road where a greenhouse panel was smashed and an internal door at another property damaged, Mill Grove – fence been damaged, Cherry Tree Lane – door kicked, the village green where a bench was damaged and damage to a shed door in Orchard Lane. Vehicle crimes include two theft from vehicles (catalytic converters) and scratches found on another vehicle in a different area. Three thefts include: lad having his scooter stolen, theft of solar panels from a solar farm and a Stihl saw stolen from building site in Pendeford Mill Lane. ASB: Just two reports including a neighbour dispute and a disturbance outside shops at top of Bilbrook Road.
- **ASB/ASB hotspots:** The usual places are checked regularly by neighbourhood officers/PCSOs. Joeys Lane, Pendeford Mill Lane, The old Grange pub site, Jubilee Woods and Moat brook at the rear of the playing fields.

We have catalytic converter marking kits for South Staffordshire residents. PCSO Louise Jones will be giving some of these out at drop-in surgeries in Codsall/Bilbrook and the first to receive them will be owners of Honda Jazz and Honda CRV vehicles, due to these being the targeted vehicles.

### Rural crime update

There have been two incidents in as many weeks of sheep worrying at a South Staffordshire farm. Residents need to be aware that farmers can and do shoot dogs that are worrying/attacking their livestock. Even if the sheep appear uninjured at the time, they can die later on from shock or if in lamb, often miscarry after the event too. Luckily, both times in these cases, the owners have been present and have been able to get their pets under control fairly quickly.

There is a new crime trend of theft of GPS tracker domes off tractors. Again, two incidents within the last couple of weeks of thefts of these high-value units. One from a farm in Enville and one in Shareshill.

**Please follow South Staffs Police on Twitter; [@SStaffsPolice](#) and also [@PCSOLouiseJones](#), for all things relating to Codsall, Bilbrook and rural crime.**

Please contact me if you wish to sign up to **Staffordshire Smart Alert** to receive up to date emails on what is going on in your area regarding crime, Anti-social behaviour, events – hopefully soon(!) and good news.

## Appendix 3: – Reports

### County Councillor B Spencer - Verbal Report

- Staffordshire County Council Highways issues – There is a proposal that Staffordshire County Council Highways stats by locality will be available on a dashboard.
- Speeding – This is the main complaint to Cllr Spencer. It has been reported to the police at the Safer Neighbourhood Panel and they have 2 speeding initiatives a month. A call for people to join the Speedwatch. There are some cheap solutions to some speeding issues. E.g. SIDs and rumble strips. The Parish Council may consider contributing to these.
- South Staffs stop and search is the highest in Staffordshire.
- Cllr S Spencers funding of £2,000 should be available soon. The criteria is to support local initiatives helping with the recovery from Covid-19. The application form is on the Staffordshire County Council website
- Dam Mill – Cllr Spencer is looking into a solution for both the speeding and flooding.
- Crossing outside Bloor development – Cllr Spencer was asked to look into why it is missing the central island that was in the original plan.
- Advisory Parking Cards –Cllr Spencer to look into if these are just for the Police to use?
- The question was raised as to whether a new PCSO will be recruited for Billbrook.

### DISTRICT REPORT JULY 2021

Gary Burnett

- **BOUNDARY REVIEW – PUBLIC CONSULTATION ON NEW WARDING PATTERN**

The Local Government Boundary Commission for England (LGBCE) has announced that it is minded to recommend that the council should have 41 councillors in the future. They are now drawing up a new pattern of wards to accommodate 41 councillors and asking local people and organisations for their help to draw up the new ward boundaries across South Staffordshire District Council. The Council is also responsible for producing its own Warding Pattern Submission to the LGBCE which is being led by Members through the Your Council Challenge Panel.

- **ENVIROCRIME**

Envirocrime had their latest RIPA (Regulation of Investigatory Powers Act) authorization approved in court last week, which allows them to operate covert cameras to tackle fly-tipping. So far, 9 cameras have been installed which will hopefully help to identify people responsible for envirocrime at these locations.

- **COMMUNITY HUB UPDATE – EXISTING TENANT MOVES**

With the next phase of the Community Hub re-development fast approaching, preparations were made with business hub tenants 5 MS and Jonathon Bosworth Recruitment to temporarily relocate them to another part of the building whilst works are being carried out. The moves took place on Friday 11 June 2021 until the middle of September. Phase two will see the remaining 13 businesses relocated week commencing 20 September 2021.

After 5 years with us in the Business Hub, this week we will be wishing Lewis Architecture all the very best with their new adventure as they leave the Business Hub for pastures new. This move supports their business growth plans, so we wish them all the very best for the future.

- **FOUR ASHES ENTERPRISE DEVELOPMENT PARK UPDATE**

On-site work is progressing well, Welfare facilities now have the ceilings fitted by the carpenters, and the electricians have been finishing off internal fittings in Block B. The glazing to all three blocks has now been completed. Externally the groundworks team have been working on the connections to the sub-station which is now in situ.

We have secured tenants for most of the units. We still have 4 units available to rent; sizes range from 2,000 square feet to 4,000 square feet.

- **CANNOCK AND SOUTH STAFFS VOLUNTEERS AWARDED FOR OUTSTANDING COMMUNITY WORK IN 2020**

Support Staffordshire is delighted to have held the prestigious 2020 Support Staffordshire Volunteer Star Awards virtually on Tuesday 15 June, recognizing the work of many outstanding individuals and businesses who have given their time freely during what has been the most challenging of years.

Bilbrook Initiatives Hub won the new volunteer group of the year. Well done to them!

- **SOUTH STAFFORDSHIRE COUNCIL, POLICE AND DVSA PARTNERSHIP**

Our Envirocrime and Community Safety Team worked with the Police and DVSA on the A5, Gailey on the 16/6/2021 to stop and check vehicles to ensure they are road legal and have the correct documentation. 12 vehicles were stopped, and the following were found:

1 x HGV FPN insecure load

1 x disqualified driver

1 x stolen trailer recovered plus query over stolen plant

1 x pick-up with trailer – insecure load, incorrect VRM, no operator licence, no tachograph, reported for summons

1 x underinflated tyre and MOT advisories

1 x insecure load and reported for no MOT

2 x obscured or absent rear number plate

1 x vehicle defects rectified at the scene

2 x advice for insecure load

It was a very successful locality-based focus day and a great partnership working with the Police and DVSA.

## Appendix 4: Clerk's Report for July 2021 Meeting

- Cllr J Mitchell was appointed as SSDC representative on the Twentyman Playing fields committee.
- Memorial bench on the Village Green re-instated by SSDC.
- Confirmation that the Twentyman playing fields AGM to be on the 16<sup>th</sup> June 2021
- Application for a designated area for the Neighbourhood Plan
- Barnhurst Lane Accident – Staffordshire County Council Highways have responded that as the area does not have a known cluster of personal injury accidents here, it would be hard to justify any additional measures.
- Subscription renewed for South Staffordshire Council's garden waste collection service for 2021/22
- Boundaries commission – response sent that the Parish boundaries should remain the same.
- Thanks, received from St Nicholas church for the grant given by the Parish Council
- Another pain of glass in Bus Shelter on Birches Road (Lane Green End) broken.
- Suggestion from a resident regarding cutting of the hedge on Parish grazing land forwarded to the farmer responsible for cutting it.
- Concern raised by Cllr Price regarding an abandoned car in Forsythia Grove passed to PCSO Jones
- Several complaints were received regarding delayed grass cutting around the village.
- Memorial bench on the Village Green ripped out by youths.
- 18<sup>th</sup> July Community Day event delayed due to lockdown easing being delayed by one month.
- Planter on the Village Green damaged and plants pulled out.
- Complaint from a resident regarding a tree on council land overhanging their garden
- Plants pulled out of tub near the village hall.
- [Holiday Activities & Food Programme \(HAF\)](#) – Provision for local children at Codsall Leisure Centre.

### Maintenance

- Planters on old Village Green moved to Bilbrook Village Hall
- Planters on village Green planted up with summer bedding plants.
- Bilbrook Sign, Wobaston Road planted with perennial plants
- Broken glass pain in Bus Shelter on Birches Road (Lane Green End) replaced with polycarbonate.
- Triangle flower bed next to rainbows too weeded and planted up.
- Bench by recycle centre repainted

### Items emailed to Councillors

- SPCA Bulletins
- South Staffs Council News
- Band D Rate
- Feedback from Events Training
- Application for a designated area for the Neighbourhood Plan
- Grant application acceptance for Neighbourhood Plan
- South Staffs VCSE Locality Forum Wednesday 23 June
- S106 agreement for Bloor Homes
- Holiday Activities & Food Programme (HAF)
- Supportive Communities training sessions

### On-going Matters

- Quotes for replacement CCTV – application made to the police commissioners people power fund.
- Noticeboard for playing fields – received and due to be installed.
- Upgrade of playpark – first presentation on the 9<sup>th</sup> July.

### Planning decisions outside of meetings: None

### Planning decisions Issued by SSC Planning Dept.:

21/00373/FUL – Approved with conditions

21/00510/FUL – Approved with conditions

### Training:

SPCA - Data Protection for Officers – Clerk

SPCA – Organising Community Events – The Clerk

SPCA – CiLCA Workshop 4 – Clerk (Clerk has passed Unit 1 of CiLCA)

SPCA – Chairmanship Skills – Cllr G Burnett

SPCA – Councillor Fundamentals – Cllr S Leedham.

### Use of delegated powers: None

### Website/Facebook Posts

- Various Police Community Messaging Alerts
- South Staffs Council News
- Covid-19 - various communications
- Staffordshire Libraries reading challenge
- Bilbrook & Codsall Work Club is now open!
- Parish Operative vacancy



**Appendix 5 Finance Reports**

**Paid Expenditure Transactions**

**Start of year 01/04/21**

paid between 27/05/21 and 30/06/21

Cheque	Paid date	Tn no	Order	Gross	Vat	Net	Details	Heading
fp210618ds	30/06/21	21038		£829.99	£138.33	£691.66	Ditton Services	Ground Maintenance - 3rd Installment 170/3
dd210601idm	30/06/21	21039		£6.00	£1.00	£5.00	ID Mobile	Mobile Phone bill - paid June 21 110/1
dd210605tt	30/06/21	21040		£28.44	£4.74	£23.70	TalkTalk Business Ltd	Broadband/phone - Paid June 21 110/1
fp210629rs	30/06/21	21041		£1,892.44	£0.00	£1,892.44	001	Salary - Jun 21 100/3/1
fp210629hmr	30/06/21	21047		£180.89	£0.00	£180.89	HMRC	Salary - Jun 21 100/1
fp210629spf	30/06/21	21048		£267.64	£0.00	£267.64	Staffordshire Pension Fund	Salary - Jun 21 100/1
fp210629spsc	30/06/21	21049		£50.00	£0.00	£50.00	SPCA	Training - Chairmanship - GB 120/1
fp210629spsc	30/06/21	21050		£30.00	£0.00	£30.00	SPCA	Training - Data Protection - KD 120/1
fp210629spsc	30/06/21	21051		£30.00	£0.00	£30.00	SPCA	Training - Events Organisation - KD 120/1
fp210629spsc	30/06/21	21052		£25.00	£0.00	£25.00	SPCA	Training - Councillor Fundamentals - SL 120/1
fp210629rr	30/06/21	21053		£150.00	£0.00	£150.00	Radii Ramps	Repair of grind ledge on Skate Park 170/9
fp210629Azn	30/06/21	21054		£30.00	£0.00	£30.00	Amazon	The Power of Neighbourhood Planning Book 130/6
fp210629ds	30/06/21	21055		£378.00	£63.00	£315.00	Ditton Services	Village Green Cutting to 26/5 170/14
fp210629dp	30/06/21	21056		£99.00	£0.00	£99.00	Debra Powell	Internal Audit 20-21- 4.5 hrs at @£22 hr 130/4
fp210629tfm	30/06/21	21057		£9.23	£1.54	£7.69	Telford Farm Machinery	Pliers & Post Fast 180/2
fp2100629npl	30/06/21	21058		£90.62	£4.32	£86.30	Npower Ltd	Christmas Lights Admin 7/1-31/3 190/2
Equals210629	30/06/21	21059		£39.70	£6.62	£33.08	Amazon	Magnets for Noticeboards 110/6
Equals210629	30/06/21	21060		£3.38	£0.56	£2.82	Amazon- Requisite Needs Ltd	Face Masks 170/24
Equals210629	30/06/21	21061		£12.23	£2.04	£10.19	Zoom Meetings	April Fees 110/4
Equals210629	30/06/21	21062		£12.23	£2.04	£10.19	Zoom Meetings	May Fees 110/4
Equals210629	30/06/21	21063		£43.60	£0.00	£43.60	South Staffordshire Council	Green Bin Charge 170/25
Equals210629	30/06/21	21064		£19.99	£3.33	£16.66	Amazon - AJ Parts UK Ltd	Charger for office laptop 110/7
Equals210629	30/06/21	21065		£20.80	£3.47	£17.33	Amazon - Silicon Connect Ltd	Charger for projector laptop 110/7
Equals210629	30/06/21	21066		£12.23	£2.04	£10.19	Zoom Meetings	June Fees 110/4
<b>Total</b>				£4,261.41	£233.03	£4,028.38		

**Received Income Transactions**

**Start of year 01/04/21**

received between 27/05/21 and 30/06/21

Paying date	Received date	Tn no	Invoice	Gross	Vat	Net	Heading	Details
100144	30/06/21	60		£36.00	£0.00	£36.00	50/1	Allotment Holders
dc210607bb	30/06/21	61		£1.52	£0.00	£1.52	70	Barclays Bank Interest
<b>Total</b>				£37.52	£0.00	£37.52		

# Financial Statement - Cashbook

Statement between 27/05/21 and 30/06/21 inclusive.

Balances at the start of the year

## Ordinary Accounts

Business Premium Account	£60,021.40
Community Account	£3,105.11
Equals Pre-Payment Card	£300.00
Nationwide Building Society Instant Save	£40,605.65
Petty Cash	£200.00
<b>Total</b>	<b>£104,232.16</b>

Balances at start of period

## Ordinary Accounts

Business Premium Account	£60,021.40
Community Account	£14,497.38
Equals Pre-Payment Card	£300.00
Nationwide Building Society Instant Save	£70,605.65
Petty Cash	£200.00
<b>Total</b>	<b>£145,624.43</b>

RECEIPTS	Net (£)	Vat (£)	Gross (£)
50 Allotments Income	36.00	0.00	36.00
70 Bank Interest - Barclays	1.52	0.00	1.52
<b>Total Receipts</b>	<b>37.52</b>	<b>0.00</b>	<b>37.52</b>

PAYMENTS	Net (£)	Vat (£)	Gross (£)
Bilbrook Parish Council			
100 Staff Costs	2,340.97	0.00	2,340.97
110 Administration	126.34	25.28	151.62
120 Personnel Cost (Training/travel)	135.00	0.00	135.00
130 Insurance / Audit / Legal Services	129.00	0.00	129.00
170 Open Spaces	1,203.08	201.89	1,404.97
180 Allotments	7.69	1.54	9.23
190 Christmas Lights Switch on	86.30	4.32	90.62
<b>Total Payments</b>	<b>4,028.38</b>	<b>233.03</b>	<b>4,261.41</b>

Closing Balances

## Ordinary Accounts

Business Premium Account	£60,022.92
Community Account	£10,271.97
Equals Pre-Payment Card	£300.00
Nationwide Building Society Instant Save	£70,605.65
Petty Cash	£200.00
<b>Total</b>	<b>£141,400.54</b>

Uncleared and Unpresented effects

Statement Closing Balances

## Ordinary Accounts

Business Premium Account	£60,022.92
Community Account	£10,271.97
Equals Pre-Payment Card	£300.00
Nationwide Building Society Instant Save	£70,605.65
Petty Cash	£200.00
<b>Total</b>	<b>£141,400.54</b>

# Financial Budget Comparison

Comparison between 01/04/21 and 30/06/21 inclusive. including all commitments

Excludes transactions with an invoice date prior to 01/04/21

Includes commitments with an order date or or after 01/04/21

	2021/22 Budget	Actual Net	Commitments	Balance	
<b>INCOME</b>					
<b>Bilbrook Parish Council</b>					
10	Precept	£87,000.00	£43,500.00	£0.00	-£43,500.00
20	VAT Repayment	£0.00	£6,921.52 <sup>1</sup>	£0.00	£6,921.52
30	Solar Farm	£2,421.00	£0.00	£0.00	-£2,421.00
40	Land Rent	£2,430.00	£1,215.00	£0.00	-£1,215.00
50	Allotments Income	£641.00	£618.00	£0.00	-£23.00 <sup>2</sup>
60	Grants / Donations	£0.00	£1,000.00 <sup>3</sup>	£0.00	£1,000.00
70	Bank Interest - Barclays	£0.00	£1.52	£0.00	£1.52
80	Bank Interest Nationwide	£0.00	£0.00	£0.00	£0.00
90	Other Income	£0.00	£0.00	£0.00	£0.00
<b>Total Income</b>	<b>£92,492.00</b>	<b>£53,256.04</b>	<b>£0.00</b>	<b>£0.00</b>	<b>-£39,235.96</b>
<b>EXPENDITURE</b>					
<b>Bilbrook Parish Council</b>					
100	Staff Costs	£27,171.00	£6,642.80	£0.00	£20,528.20
110	Administration	£2,207.00	£255.38	£0.00	£1,951.62
115	Office/Hall Rent	£4,848.00	£0.00	£0.00	£4,848.00
120	Personnel Cost (Training/travel)	£1,330.00	£795.00	£0.00	£535.00
130	Insurance / Audit / Legal Services	£15,960.00	£705.50	£0.00	£15,254.50
140	Subscriptions	£1,010.00	£613.00	£0.00	£397.00
150	Elections	£3,000.00	£0.00	£0.00	£3,000.00
160	Grants/Donations	£4,000.00	£1,900.00	£0.00	£2,100.00
170	Open Spaces	£24,045.00	£3,901.32	£2,793.00	£17,350.68
180	Allotments	£641.00	£73.03	£750.00 <sup>4</sup>	-£182.03
190	Christmas Lights Switch on	£8,122.00	£305.40	£0.00	£7,816.60
200	Remembrance Day	£367.00	£0.00	£0.00	£367.00
210	Civic Sunday	£500.00	£0.00	£0.00	£500.00
220	Chairman's Allowance	£400.00	£0.00	£0.00	£400.00
240	Misc. / Contingency	£4,000.00	£0.00	£0.00	£4,000.00
300	Reserves (Ring Fenced)	£53,790.00	£0.00	£0.00	£53,790.00
<b>Total Expenditure</b>	<b>£151,391.00</b>	<b>£15,191.43</b>	<b>£3,543.00</b>	<b>£0.00</b>	<b>£132,656.57</b>
Total Income	£92,492.00	£53,256.04			
Total Expenditure	£151,391.00	£15,191.43			
<b>Total Net Balance</b>	<b>-£58,899.00</b>	<b>£38,064.61</b>			

<sup>1</sup> VAT repayment is not budgeted

<sup>2</sup> Some plots not rented out FOC for this year as in such a poor state

<sup>3</sup> £1,000 Climate Change Grant Income from Staffs County Council

<sup>4</sup> £750 of the Climate change grant used to buy IBC's for the allotments.

<b>Bank Reconciliation - Barclays Community Account</b>		
<b>At 30/6/21</b>		
<b>Balance per Cash Book</b>	£	<u>£</u> <b>10,271.97</b>
<b>Plus</b> unpresented cheques		<u>0.00</u>
<b>Less</b> uncleared payments into bank		<u>0.00</u>
<b>Balance Per Bank Statement</b>		<u><b>10,271.97</b></u>

<b>Bank Reconciliation - Barclays Business Account</b>		
<b>At 30/6/21</b>		
<b>Balance per Cash Book</b>	£	<u>£</u> <b>60,022.92</b>
<b>Plus</b> unpresented cheques		<u>0.00</u>
<b>Less</b> uncleared payments into bank		<u>0.00</u>
<b>Balance Per Bank Statement</b>		<u><b>60,022.92</b></u>

<b>Bank Reconciliation - Nationwide Instant Saver Issue 5</b>		
<b>At 30/6/21</b>		
<b>Balance per Cash Book</b>	£	<u>£</u> <b>70,605.65</b>
<b>Plus</b> unpresented cheques		<u>0.00</u>
<b>Less</b> uncleared payments into bank		<u>0.00</u>
<b>Balance Per Bank Statement</b>		<u><b>70,605.65</b></u>

Verbal Confirmation 29/04/2021

Other Balances		
Petty Cash		200.00
Equal		<u>300.00</u>
<b>Total Balances</b>		<u><b>141,400.54</b></u>