

Bilbrook Parish Council
Meeting of the Parish Council held on Wednesday 4th June 2025 at 7:00 pm
at Bilbrook Village Hall

Minutes

Cllrs Present: M Adams, S Adams (Chairman), S Bailey, B Coppola, G Burnett (Vice-Chair), R Draisey, D Harper, F Hopkins, S Keogh, S Leedham, S Smart, M Wassall.

Also Present: K Daker (Parish Clerk) County Councillor Val Chapman.

Public forum: No members of the public were present. Two representatives of the National Flood Forum were present.

Resolved to move to the public forum, item **021/25b** the presentation by the National Flood Forum regarding the FAIR project. The representative from the National Flood Forum (a charity) explained what they do. The areas that are prone to flooding that they are aware of include Palmers Close, Palmers Way, Birches Avenue and Birches Road. They would like to hear of other areas that we know of that are prone to flooding that were built before 2009. They help residents whose properties have been flooded by giving them tools to reduce future flooding. **Matter of Report:** Publicity material to be sent to the Clerk to share on the Parish Council social media

The meeting commenced at 7:30 pm - Standing Orders were imposed, and the meeting was recorded for minute-taking purposes.

016/25 APOLOGIES: (Appendix 1) NONE

017/25 DECLARATIONS OF INTEREST AND DISPENSATION REQUESTS

Declarations of Interests – None

Dispensation requests - None

Dispensations previously granted (**Appendix 2**)

018/25 MINUTES

a. The minutes of the Annual Meeting of the Parish Council on the 7th May 2025, having previously been distributed were **signed as a true and correct record**.

019/25 POLICE MATTERS - *The Council acknowledges its duty under the Crime and Disorder Act 1998 (S17) to consider the crime and disorder implications of its functions and to do all that it reasonably can to prevent crime and disorder in Bilbrook.* **Matter of Report: (See Appendix 3): Resolved:** Clerk to write to the Chief inspector thanking him the PCSO's help with the anti-idling campaign and tidying the village.

020/25 REPORTS – The following reports were **received and noted**. (**See Appendix 4**):

- a. Staffordshire County Council (SCC).
- b. South Staffordshire District Council (SSDC)
- c. The Allotments Committee.
- d. The Twentyman Playing Fields Association.
- e. The Neighbourhood Plan Working Group.
- f. Events Working Group.
- g. Open Spaces Working Group.
- h. Bank's Field Working Group.
- i. Young People Engagement Working Group.
- j. Climate Action Group.
- k. Canal & River Trust Representative.
- l. Staffordshire Business Environmental Network (SBEN) Representative.

021/25 CLERKS REPORT/OTHER CORRESPONDENCE/DISCUSSION TOPICS.

a. The Clerks Report – The report was **received and noted**. (**Appendix 5**).

- b. The National Flood Forum and FAIR project – Presentation – move to the public forum.
- c. UK Shared Prosperity Fund and Rural England Prosperity Fund to consider applying for funding. **Matter of Report:** Ideas included a water fountain, resurfacing the car park, signposting local businesses to the fund, improving the changing rooms, toilet facilities for allotments, a wild pond for the allotments. **Resolved:** to defer to the various committees and working groups responsible for these areas.

022/25 FINANCE & APPROVAL OF EXPENSES

- a. Financial Reports – 2025-2026 – The financial reports for May 2025 were **received and noted.** (Appendix 6).
- b. Clerk's Timesheet – The chairman confirmed their approval of the clerk's timesheet.
- c. Grant Request for St Nicholas Church. **Resolved:** to give half of the grant (£969) and recommend they apply for the 2nd half later in the financial new year. Cllr G Burnett & Cllr C Coppola asked it to be recorded that they objected to the grant.
- d. Grant request for Friends of Bilbrook. **Resolved:** To award the grant of £800.
- e. Remaining bollards. **Resolved:** To order 20 bollards. To order one of the £17 to check if they are suitable to be used at other sites.

023/25 PLANNING AND LICENCING - The following planning applications were discussed. Planning applications can be viewed at <https://planning.sstaffs.gov.uk/online-applications/>

Cllr Burnett left the meeting.

Application No: **25/00427/FULHH**
 Proposal: Proposed boundary wall and gates to frontage and dropped kerb
 Location: 51 Pendeford Mill Lane, Bilbrook, WV8 1JG
 Decision: The 6ft walk is out of character with the rest of the area.

Resolved to carry on past 9:00pm

Application No: **25/00440/FUL**
 Proposal: Temporary consent for the erection of 1No. temporary structure to provide additional industrial floorspace (Use Class B2).
 Location: Jaguar Land Rover, Unit B Innovation Drive, Bilbrook, WV9 5GA
 Decision: No objections.

Application No: **TPO 254/2011**
 Proposal: Oak T1 as referenced on location plan submitted 06.05.2025 Planning for extension to be built onto rear of property was granted however the lower laterals of tree are encroaching on the new structure to the point where they will put the build on hold. we are requesting reduction/removal of any growth impeding building to create a 2mtr clearance.
 Location: Treetops Dental Surgery, 52 Duck Lane, Bilbrook, WV8 1HF
 Decision: The Parish Council questions why this was not raised when the original planning application was submitted. They are concerned about the damage that may be done to the tree and request that South Staffs Council tree officer is in attendance when the work is done. A Parish Councillor would like to attend if possible.

Cllr Burnett returned to the meeting.

024/25 ITEMS FOR FUTURE – None.

025/25 NEXT MEETING - Meeting of the Parish Council:

Meeting of the Parish Council: Wednesday 2nd July 7.00 p.m. at Bilbrook Village Hall.

The meeting was suspended at 9:10pm. Resolved: to exclude the Press and Public

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.

The meeting continued at 9:10pm

CONFIDENTIAL AGENDA ITEM

- 026/25** Discussion on implications of moving to a unitary council. - The transfer of assets was discussed. The Parish Council would be interested in taking on district and county assets if they were transferred to the Parish Council and subject to cost.
- 027/25** Hubbard's Field Update – Approved to apply for National Lottery Funding.

The meeting closed at 9:25 pm

Signed: Dated:

Appendix 1 – Councillor Attendance (Rolling 12 months)

Meeting Date / Councillor	M Adams	S Adams	R Armitage	S Bailey	G Burnett	B Coppola	R Draisey	D Harper	F Hopkins	D Hutchinson	P Hutchinson	S Keogh	S Leedham	A Lloyd	G Price	S Smart	M Wassall	D Williams	Total Attending
03 Jul 2024	✓	✓	A	✓	✓	A	%	%	✓	A	A	%	✓	A	A	%	%	*	6
04 Sep 2024	✓	✓	A	✓	✓	✓	%	%	✓	✓	✓	✓	✓	✓	✓	%	%	%	12
02 Oct 2024	✓	✓	%	✓	✓	✓	%	%	✓	✓	✓	A	✓	A	A	%	%	%	9
06 Nov 2024	✓	✓	%	A	✓	✓	%	%	✓	✓	✓	✓	✓	✓	A	%	✓	%	11
04 Dec 2024	✓	✓	%	✓	✓	A	%	%	A	✓	✓	A	✓	A	A	%	✓	%	8
08 Jan 2025	✓	✓	%	✓	✓	✓	%	%	✓	%	%	A	✓	✓	*	%	✓	%	9
05 Feb 2025	✓	✓	%	✓	✓	✓	%	%	✓	%	%	✓	✓	✓	%	%	✓	%	10
05 Mar 2025	✓	✓	%	✓	✓	✓	✓	✓	✓	%	%	A	✓	✓	%	%	✓	%	11
02 Apr 2025	✓	✓	%	✓	✓	A	✓	✓	✓	%	%	*	A	✓	%	%	✓	%	9
07 May 2025	✓	✓	%	✓	✓	✓	A	✓	✓	%	%	A	✓	%	%	✓	✓	%	10
04 Jun 2025	✓	✓	%	✓	✓	✓	✓	✓	✓	%	%	✓	✓	%	%	✓	✓	%	12
Total Attendance	11	11	0	10	11	8	3	4	10	4	4	4	10	6	1	2	8	0	

Ke
 ✓ In Attendance
 A Apologies
 % Not in Office
 * No Apologies

Appendix 2– Dispensations previously granted.

- Cllrs M Adams, S Adams, S Bailey, and G Burnett to speak and vote on matters relating to the Twentyman Playing Fields Association.
- M Wassall to participate in any discussion on the Friends of Bilbrook.

Appendix 3: South Staffordshire Police Crime and Anti-social behaviour report for Bilbrook

Date range: 01/05/25 : 31/05/25

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.

Statistics:

Burglary (residential) :

- 228 – 12/05/25 : Marshall Way – Occupant reported 3 individuals wearing face coverings, hoods and gloves attempting to break into the rear of the property in the early hours of the morning. The homeowner states that the individuals were using a phone torch to look over rear gate, spotted the security camera and made off. No offenders have been identified

Burglary (business) : None

Vehicle crime:

- 470 – 15/05/25 : Jaguar Land Rover – Motorbike stolen from works car park. CCTV not very clear – Marker put on the motorbike and investigations ongoing.
- 489 – 17/05/25 : Wesley Avenue – Motorcycle stolen from driveway by 3 males who broke the steering lock and rode it away. Same date West Midlands Officers have found motorcycle and arrested rider.
- 296 – 28/05/25 : Cargill Meats Europe, Wobaston Road. Vehicle has entered onto the site carpark and has attempted to steal a Jaguar by using a tool on the trim of the window. When this was unsuccessful window was smashed on the drivers side. Offenders were disturbed and have made off from the scene. Investigations ongoing.

Anti-social behaviour:

- 219 – 10/05/25 : Ringhills Road – Ongoing neighbourhood dispute where parties report each other smoking cannabis. Investigations ongoing at present time.
- 427 – 14/05/25 : Green Oak Road – reports of smell of cannabis in the area. Investigations ongoing with intelligence being gathered.
- 901 – 17/05/25 : Lime Tree Gardens – reports of youths shouting in the street in the early hours waking occupant and baby up. Patrols attended immediately and no youths were present in the surrounding area. PCSO's are aware and monitor the area on a frequent basis.
- 357 – 19/05/25 : Reports of 2 motorbikes speeding around Joey's Lane causing a nuisance to residents. PCSO's are aware of the issues and are monitoring the area.
- 804 – 21/05/25 : Orchard Lane. Reports of resident smoking cannabis. PCSO Matt Taylor is dealing and investigations ongoing.
- 186 – 25/05/25 : Homefield Road. Victim reporting that someone has been in her garden and moved items around. This is the second report of similar incidents at the property and the Victim thinks it may be her neighbour who she has previously had issues with. Investigations ongoing.
- 911 – 30/05/25 – Lime Tree Gardens – Reports of group of teenagers kicking ball at fence late evening. Patrols attended and moved the youths on, giving suitable warnings. No further issues.

Policing operations of note:

- Operation Varla – shoplifting
- Ditch the Blade week ran: 19th – 25th May

With thanks from your local officers,

PCSO 28235 Matt Taylor Email: Matthew.Taylor@staffordshire.police.uk

PCSO 06453 Fran Taylor Email: Frances.Taylor@staffordshire.police.uk

Helpful links

Volunteers requested for community speed watch, further information found at:
<http://www.staffssaferroads.co.uk/my-community/community-speed-watch>

Keep in touch with regular Smart Alert's for your area:
<https://staffordshiresmartalert.uk/staffs/>

Social media:

@Staffordshire Police & @South Staffordshire Police
@SStaffsPolice

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.

Appendix 4: Reports

a) Staffs County Council – By county Cllr V Chapman

- Following the Staffordshire County Council elections on 1st May the past few weeks have consisted of training for all new members of the County Council and a Full Council meeting last Thursday 22nd May 2025.
- Cllr Chapman held a meeting at the Fire Station in Carter Avenue, Bilbrook with the Chief Fire Officer, PCSO Fran Taylor and the residents who had raised the issue to discuss the problems with parking in Carter Avenue in the vicinity of the Fire Station itself. Following on from the meeting, Cllr Chapman has emailed the Cannock & South Staffs Highways Team and requested a meeting.
- Due to going to unitary, budgets are not clear for the coming year.
- Cllr Chapman has been allocated community safety. The chicanes put in recently by Highways have been unaffected. A site meeting to be held with the County Councillor and Mark Keeling from Highways and the Police.

b) South Staffs District Council - by District Cllr G Burnett.

- The Council is preoccupied with the Local Government reorganization. It looks like the District Councillors will have another 2 to 3 years in office. The district council will hear from central government in November which proposal has been accepted.

c) Allotments Committee - by Cllr M Adams

- Work has almost been completed on the 2 water stations, and the committee wishes to express thanks to Annette and Keri Lloyd for managing this project.
- The committee are continuing to show prospective tenants around the site with a view to have all available plots in production as soon as possible.

d) Twentyman Playing Fields Playing - by Martin Adams chairman of the Twentyman committee

- The community fund raising event held last month was a success, as was the Bilbrook Beer Festival held at the village hall. Both events attracted new visitors, and favourable comments were received.
- Bookings continue to be received, and it is encouraging that guests at parties held here are then calling to book for themselves.
- Some redecoration and finishing touches are still to be made, and the committee continues to work to make improvements to the facility.

e) The Neighbourhood Plan Working Group

- Now entered the 6 weeks consultation period. A Reg 14 booklet has been sent to every home in Bilbrook. Thank you to everyone who helped distribute them.

f) Events Working Group

- Treasure hunt winner drawn. Prizes to be awarded at a school assembly.
- Next meeting on Monday 9th June at 7pm.
- To look at future tidy ups

g) Open Spaces Working Group

- Lloyds CSR 4th June – they litter picked Wobaston Road, Removed the tree guards from the trees that hadn't made it, and then they edged some of the verges in the village. They are keen to come back again.

- Ideas needed of what to do with Veolia CSR group.
 - Planter has been re filled on the Village Green and fresh plants added to it and the other planters.
- h) Banks' Field Working Group**
- The shelterbelt has now been completed but the work wasn't done very well.
 - The gate has gone in at the back of the allotments to access the Field.
 - Some ecologists came to visit last month to look at the site and were very impressed.
 - Friends of Bilbrook would like to install barn owl boxes on the Field – **Resolved** approved.
- i) Young People Engagement Working Group.** By Cllr S Leedham
- Anti-idling went well with Lane Green and Bilbrook Middle School
 - June anti idling dates
 - Tuesday 17th June at Bilbrook Middle 2.30-3.10 - Sue and Martin (Sam will be there).
 - Wednesday 18th June Codsall High 2.30-3.00 - Sam and Fiona
 - July anti idling dates
 - Tuesday 15 July Bilbrook Middle 2.30-3.10 - Fiona and Bruno
 - Wednesday 16 July Codsall High 2.30-3.00 - Fiona and Sam
 - All councillors are welcome to join us.
 - Children's poster competition with school went well. All now displayed around village in various shops and village hall for month of June.
 - Bilbrook Initiatives Hub donated last of funding to Lane Green and St Nicholas First Schools for their food banks.
 - Councillor Leedham has potentially secured funding for both for 6 weeks holiday.
 - Next meeting: Monday 9th June
- j) Climate Action Group.**
- This continues to meet monthly and is working on several projects.
- k) Canal & River Trust** – An update was given on Sustrans plans for the canal tow path between Wobaston Road and the Droveaway in Pendeford. A welcome to Bilbrook sign has been requested for both ends of the tow path.
- l) Staffordshire Business Environmental Network (SBEN) Representative.** – No report

Appendix 5: Clerk's Report for June 2025

General

- Suspected drug dealing on Twentyman Field reported to police, crime ref 345/13052025
- Damaged Lane Green Road sign reported to Street Scene 28th May 101000144031
- Complaint from a resident regarding the detritus on the pedestrian crossing points around the village. Request to clean them turned down by Street Scene as it requires a Temporary Road Closure.
- Entry form for BKV competition completed and entry fee paid.
- Broken noticeboard awaiting visit from the Parish Noticeboard company
- Requested a road sweeper to sweep the village ahead of the BKV.
- Bilbrook Buzz to be distributed with Regulation 14 consultation.
- Veolia Environmental Trust - Project Monitoring Request completed for play park.

Maintenance

- Keep Bilbrook Tidy signs placed around village
- Benches cleaned and/or painted
- Alleyways weeded
- Superfluous signage removed
- Verges tidied
- Greenery cut back by Rainbows Too

Allotments

- Viewings are in progress for new smaller plots
- Water harvesting stations erected

Items emailed to Councillors.

- SPCA Bulletins
- Parish Council News roundup
- Councillor Memberships
- South Staffs Parish Summit
- Meeting with Sustrans.
- Casual Vacancy
- Community Flood Risk

Neighbourhood Plan

- Regulation 14 consultation began 27th May, closing 8th July.

Planning decisions outside of meetings: 25/00406/TTREE

Planning decisions Issued by SSC Planning Dept:

Approved with Conditions :- 25/00171/FUL, 25/00261/FULHH, 25/00272/FUL, 25/00279/FUL, 24/01042/FULM

Upcoming diary dates:

1st June – Bilbrook Tidy-up
2nd June – BKV Meeting
4th June – Lloyds CSR
9th June – Events and Young People
16th June – Allotments Meeting
23rd June – F & P Meeting

Use of delegated powers: None

Website/Facebook Posts

- Various Police Community Messaging Alerts
- Various lost property posts
- Climate Action Group
- Menopause Meet Up
- Community Awards
- BKV promotion and work of the councillors and operatives around the village
- BKV competitions and winners
- Bilbrook Tidy Up
- Councillor vacancy
- Neighbourhood Plan Reg 14
- Anti-Idling Campaign
- Bus information
- Beer festival
- Brewood dementia support
- VE Day

Appendix 6: Finance Reports

Paid Expenditure Transactions

Start of year 01/04/25

paid between 01/04/25 and 30/04/25

Payment Paid

Reference Tn no	Order no	Gross	Vat	Net	Details	Heading	
ddtt2504	30/04/25	10	£52.96	£8.83	£44.13	TalkTalk Business Ltd	Broadband 110/1/1
ddidk2504	30/04/25	11	£5.00	£0.83	£4.17	ID Mobile	Mobile Phone - Clerk 110/1/2
dwp2504	30/04/25	12	£1.75	£0.00	£1.75	Water Plus	Allotments Water 180/1
ddidt2504	30/04/25	13	£6.00	£1.00	£5.00	ID Mobile	Mobile Phone - Assistant 110/1/2
fpds2504	30/04/25	14	£1,026.91	£171.15	£855.76	Ditton Services	Grounds Maintenance 170/3/1
fptpf2504	30/04/25	15	£400.00	£0.00	£400.00	Twentyman Playing Fields	Office Rent and Hall Hire 115/1
fpcom2504	30/04/25	16	£180.72	£30.12	£150.60	Computers	Monthly IT 130/8
fpmp2504	30/04/25	17	£61.00	£0.00	£61.00	Mystical Productions	Security 115/3
fpbrs2504	30/04/25	18	£189.72	£31.62	£158.10	Black Rose Solutions Ltd	Internal Audit 130/4
fppnk2504	30/04/25	19	£357.60	£59.60	£298.00	Pink Print Solutions	Buzz Distribution 185/1
fppnk2504	30/04/25	20	£349.00	£0.00	£349.00	Pink Print Solutions	Buzz Printing 185/1
fpkde2504	30/04/25	21	£45.10	£5.31	£39.79	005	005 Expenses 110/4
fp tile2504	30/04/25	22	£12.99	£2.16	£10.83	011	011 Expenses 180/2
			£2,688.75				
			£4,855.67				
			Confidential				
Total			£7,544.42	£310.62	£7,233.80		

Received Income Transactions

Start of year 01/04/25

received between 01/04/25 and 30/04/25

Paying	Received	Tn no	Invoice	Gross	Vat	Net	Heading	Details
drsc2504	11/04/25	25002		£55,000.00	£0.00	£55,000.00	10	South Staffordshire Council Precept 1st 50%
drhmr2504	11/04/25	25003		£14,752.15	£0.00	£14,752.15	20	HMRC VAT refund 01/04/24 - 31/03/25
Total				£69,752.15	£0.00	£69,752		

Financial Statement - Cashbook

Statement of receipts and payments between 01/04/25 and 31/05/25 inclusive.

Balances at the start of the year

Ordinary Accounts

Business Premium Account	£53,738.75
Community Account	£14,750.63
Equals Pre-Payment Card	£300.00
Nationwide Building Society Instant Save	£88,636.26
Total	£157,425.64

RECEIPTS Net (£)	Vat (£)	Gross (£)	
10 Precept	55,000.00	0.00	55,000.00
20 VAT Repayment	14,752.15	0.00	14,752.15
30 Solar Farm	6,396.55	0.00	6,396.55
40 Land Rent	0.00	0.00	0.00
50 Allotments Income	40.00	0.00	40.00
60 Grants / Donations	0.00	0.00	0.00
70 Bank Interest - Barclays	0.00	0.00	0.00
80 Bank Interest Nationwide	0.00	0.00	0.00
90 Other Income	706.47	0.00	706.47
Total Receipts	76,895.17	0.00	76,895.17

PAYMENTS	Net (£)	Vat (£)	Gross (£)
100 Staff Costs	9,852.79	0.00	9,852.79
110 Administration	525.56	102.29	627.85
115 Office/Hall Rent	781.00	0.00	781.00
120 Personnel Cost (Training/travel)	16.20	0.00	16.20
130 Insurance / Audit / Legal Services	633.28	55.62	688.90
170 Open Spaces	1,812.65	353.05	2,165.70
180 Allotments	1,363.31	261.43	1,624.74
185 Community Engagement	1,538.21	145.92	1,684.13
190 Christmas Lights Switch on	0.00	0.00	0.00
200 Remembrance Day	25.00	5.00	30.00
210 Climate Action Group	4.45	0.00	4.45
Total Payments	16,552.45	923.31	17,475.76

Closing Balances

Ordinary Accounts

Business Premium Account	£53,738.75
Community Account	£77,806.30
Equals Pre-Payment Card	£300.00
Nationwide Building Society Instant Save	£85,000.00
	£216,845.05
Total	£216,845.05

Uncleared and Unpresented effects

Statement Closing Balances

Ordinary Accounts

Business Premium Account	£53,738.75
Community Account	£77,806.30
Equals Pre-Payment Card	£300.00
Nationwide Building Society Instant Save	£85,000.00
Total	£216,845.05

Financial Budget Comparison

Comparison between 01/04/25 and 31/05/25 inclusive.

	2025/26 Budget	Actual Net	Balance	
INCOME				
10	Precept	£110,000.00	£55,000.00	-£55,000.00
20	VAT Repayment	£0.00	£14,752.15	£14,752.15
30	Solar Farm	£2,990.00	£6,396.55 ¹	£3,406.55
50	Allotments Income	£880.00	£40.00	-£840.00
90	Other Income	£5,901.00	£706.47	-£5,194.53
Total Income		£119,771.00	£76,895.17	-£42,875.83
EXPENDITURE				
100	Staff Costs	£42,760.00	£9,852.79	£32,907.21
110	Administration	£3,010.00	£525.56	£2,484.44
115	Office/Hall Rent	£5,620.00	£781.00	£4,839.00
120	Personnel Cost (Training/travel)	£1,220.00	£16.20	£1,203.80
130	Insurance / Audit / Legal Services	£3,660.00	£633.28	£3,026.72
140	Subscriptions	£1,190.00	£0.00	£1,190.00
150	Elections	£3,500.00	£0.00	£3,500.00
160	Grants/Donations	£4,000.00	£0.00	£4,000.00
170	Open Spaces	£22,424.00	£1,812.65	£20,611.35
180	Allotments	£1,080.00	£1,363.31	-£283.31
185	Community Engagement	£7,660.00	£1,538.21	£6,121.79
190	Christmas Lights Switch on	£8,414.00	£0.00	£8,414.00
200	Remembrance Day	£170.00	£25.00	£145.00
210	Climate Action Group	£0.00	£4.45	-£4.45
220	Young People Engagement	£2,100.00	£0.00	£2,100.00
240	Misc / Contingency	£4,400.00	£0.00	£4,400.00
Total Expenditure		£111,208.00	£16,552.45	£94,655.55
Total Income		£119,771.00	£76,895.17	-£42,875.83
Total Expenditure		£111,208.00	£16,552.45	£94,655.55
Total Net Balance		£8,563.00	£60,342.72	

¹ 2 years of Solar Farm Income

Bank Reconciliation - Barclays Community Account

At 31/05/25

Balance per Cash Book

£

77,806.30

Plus unpresented cheques

0.00

Less uncleared payments into bank

Balance Per Bank Statement**77,806.30****Bank Reconciliation - Barclays Business Account**

At 31/05/25

Balance per Cash Book

£

£

53,738.75

Plus unpresented cheques

0.00

Less uncleared payments into bank

0.00**Balance Per Bank Statement****53,738.75****Bank Reconciliation - Nationwide Instant Saver Issue 5**

At 31/05/25

Balance per Cash Book

£

£

85,000.00

Plus unpresented cheques

0.00

Less uncleared payments into bank

0.00**Balance Per Bank Statement****85,000.00**

Other Balances

Equal

300.00**Total Balances****216,845.05**

Addendum to the Minutes of the Meeting held on 4th June 2025

It was noted by the internal auditor that Page 9 of the minutes incorrectly recorded the payments and receipts for April only. The Council clarifies that the financial reports for both April and May 2025 were presented and approved at that meeting. The corrected schedules are attached overleaf.

Paid Expenditure Transactions

Start of year 01/04/25

paid between 01/04/25 and 31/05/25

Tn no	Order no	Gross	Vat	Net	Details	Heading			
ddtt2504	30/04/25	10		£52.96	£8.83	£44.13	TalkTalk Business Ltd	Broadband	110/1/1
ddidk2504	30/04/25	11		£5.00	£0.83	£4.17	ID Mobile	Mobile Phone - Clerk	110/1/2
dwp2504	30/04/25	12		£1.75	£0.00	£1.75	Water Plus	Allotments Water	180/1
ddidt2504	30/04/25	13		£6.00	£1.00	£5.00	ID Mobile	Mobile Phone - Assistant	110/1/2
fpds2504	30/04/25	14		£1,026.91	£171.15	£855.76	Ditton Services	Grounds Maintenance	170/3/1
ftpf2504	30/04/25	15		£400.00	£0.00	£400.00	Twentyman Playing Fields	Office Rent and Hall Hire	115/1
fpcom2504	30/04/25	16		£180.72	£30.12	£150.60	Computers	Monthly IT	130/8
fpmp2504	30/04/25	17		£61.00	£0.00	£61.00	Mystical Productions	Security	115/3
fpbrs2504	30/04/25	18		£189.72	£31.62	£158.10	Black Rose Solutions Ltd	Internal Audit	130/4
fpnk2504	30/04/25	19		£357.60	£59.60	£298.00	Pink Print Solutions	Buzz Distribution	185/1
fpnk2504	30/04/25	20		£349.00	£0.00	£349.00	Pink Print Solutions	Buzz Printing	185/1
fpkde2504	30/04/25	21		£45.10	£5.31	£39.79	005	005 Expenses	110/4
ftple2504	30/04/25	22		£12.99	£2.16	£10.83	011	011 Expenses	180/2
ddtt2505	29/05/25	32		£52.96	£8.83	£44.13	TalkTalk Business Ltd	Broadband	110/1/1
ddidt2505	29/05/25	33		£6.00	£1.00	£5.00	ID Mobile	Mobile Phone Assistant	110/1/2
ddidk2505	29/05/25	34		£5.00	£0.83	£4.17	ID Mobile	Mobile Phone Clerk	110/1/2
ddwp2505	29/05/25	35		£54.39	£0.00	£54.39	Water Plus	Allotments Water	180/1
fpds2505	29/05/25	36		£1,026.91	£171.15	£855.76	Ditton Services	Grounds Maintenance	170/3/1
fpcom2505	29/05/25	37		£180.72	£30.12	£150.60	Computers	Monthly IT	130/8
fp2pf2505	29/05/25	38		£360.00	£0.00	£360.00	Twentyman Playing Fields	Office Rent and Hall Hire	115/1
fpes2505	29/05/25	39		£205.45	£34.24	£171.21	Cartridge Save	Toner	110/2/1
fpnk2505	29/05/25	40		£349.00	£0.00	£349.00	Pink Print Solutions	Buzz Printing	185/1
fpnk2505	29/05/25	41		£258.00	£0.00	£258.00	Pink Print Solutions	NP Reg 14 Flyer	130/6/1
fpmae2505	29/05/25	42		£86.70	£0.00	£86.70	M Adams	Expenses	130/6/99
fpse2505	29/05/25	43		£22.90	£1.12	£21.78	001	001 Expenses	170/99
fpkde2505	29/05/25	44		£36.54	£0.00	£36.54	005	005 Expenses	110/4
Equals2505	29/05/25	45		£252.12	£33.39	£218.73	Equals Card	Equals Card	210/99
fpsle2505	29/05/25	55		£10.65	£1.77	£8.88	S Leedham	Expenses	185/12
fpnde2505	29/05/25	56		£30.62	£5.10	£25.52	Roy Draisey	Expenses	170/13
fpale2505	29/05/25	57		£881.81	£146.98	£734.83	A Lloyd	Expenses	180/3/1
fpabe2505	29/05/25	58		£79.97	£13.33	£66.64	S Bailey	Expenses	185/12
fpams2505	29/05/25	59		£189.00	£31.50	£157.50	ASAN Management Services	Timber	180/3/1
fpams2505	29/05/25	60		£800.00	£133.33	£666.67	ASAN Management Services	Table	180/3/1
fpafs2505	29/05/25	61		£35.00	£0.00	£35.00	Staffs Community Council	BKV Entry Fee	185/12
Fptle2505	29/05/25	62		£10.48	£0.00	£10.48	011	005 Expenses	130/6/99
				£7,622.97					
				£9,852.79	Confidential				
Total				£17,475.76	£923.31	£16,552.45			

Received Income Transactions

Start of year 01/04/25

received between 01/04/25 and 31/05/25

Paying	Received	Tn no	Invoice	Gross	Vat	Net	Heading	Details	
drsc2504	11/04/25	25002		£55,000.00	£0.00	£55,000.00	10	South Staffordshire Council	Precept 1st 50%
drhmr2504	11/04/25	25003		£14,752.15	£0.00	£14,752.15	20	HMRC	VAT refund 01/04/24 - 31/03/25
dcsfi2505	29/05/25	25004		£6,396.55	£0.00	£6,396.55	30/2	Lawn Lane Solar Farm	Solar Farm Income 2023-24 & 2024-25
dc8a2505	29/05/25	25005		£40.00	£0.00	£40.00	50/1	Allotment Holders	
dctpf2505	29/05/25	25006	522	£353.06	£0.00	£353.06	90/1/1	Twentyman Playing Fields	Staff Recharges - April
dctpf2505	29/05/25	25007	523	£353.41	£0.00	£353.41	90/1/1	Twentyman Playing Fields	Staff Recharges - May
Total				£76,895.17	£0.00	£76,895.17			