

OXBOROUGH PARISH COUNCIL

2024/4
MINUTES

Ordinary Meeting held at the Village Hall, Oxborough
Wednesday 12 July 2023, starting at 7.30pm

PRESENT:	David Hotchkin	Chair
	Simon Willies	Vice Chair
	Graham Allison	Councillor
	Martyn Cockerill	Councillor
	Jackie Lambert	Councillor
	Ian Sherwood	Breckland Council Councillor
	Fabian Eagle	Norfolk County Council Councillor

11 Members of the Public

The Chair welcomed everyone to the meeting and before starting with the open forum introduced the new Breckland Council Councillor, Mr. Ian Sherwood. Cllr Sherwood shared his report (see Appendix B) and asked for any questions. There were no questions at this point. Councillor Eagle spoke for a few moments, firstly concerning the swift tower about which he apologized for the breakdown in communication (overlooking an email) but that Oxborough has one of the most thriving populations of swifts and as the Pound is owned by the county council, he had gone ahead with the installation. There are some stickers of children which can be attached to household wheelie bins to use as a deterrent (causing drivers to slow down) and these are available now. And there is currently a consultation on Adult Social Care, which can be accessed at Downham Market library. There were no questions, so he took his leave (having another meeting to attend the same evening).

Open Forum (questions regarding the Agenda)

Concerning agenda item 18, Mr. Cutler asked whether this was necessary as there had been no question of the PC applying for planning permission, rather support for a license. The Chair explained that the PC should not have been asked to be involved as it is a matter for the householder. There were further exchanges, also from Mrs. Cutler and Mrs. Brook (newly arrived in Oxborough and concerned that her barn name - and her neighbours too - were displayed nowhere, making it extremely difficult for her visitors to locate her in Oxborough). Concerning the last meeting (point 18.c.) Mrs. Pritchard asked why the consideration to thank ex-Councillor Ian Monson for his years of service was not on the agenda. She added that although retired BC Councillor Mike Nairn had been sent a letter of thanks, she thought that both should receive a gift, for which she would be willing to contribute, adding that this had been common practice (citing Henry Lambert for one). The Chair advised that as this had been missed of the agenda that it could not be discussed, but Mrs. Pritchard persisted, pointing out how poor it would look to leave this until later in the year. Cllr Willies suggested that the PC suspend Standing Orders so that an additional item could be added to the agenda. This was seconded by Cllr Cockerill, all in favour. Mrs. Pritchard expressed her thanks to Mr. Stapleton (not present) for his work on cutting down the verge between Windy Corner and Darwin House and Mrs. Stapleton responded that Mr. Tomlinson had worked hard also to remove the brambles. Concerning agenda item 16, Mrs. Pritchard stated that it was apparent how the electric charges had increased but that there is no service provided so no payments should be made. Concerning agenda item 7.b.3. (deadline to apply to the annual Parish Partnership is 8-12-2023) Mrs. Pritchard asked if there had been any action taken on forming a sub-committee for the traffic calming idea and Cllr Willies responded that this would be discussed under matters arising. Concerning Agenda item 7.s. (email from Mr. Groom regarding the uncut grassy area at the Pump Station on St. Johns Close) Mrs. Willies asked Cllr Sherwood for his thoughts on the situation. Cllr Sherwood explained that verges (and other areas) were owned by the county council, but that he would take a look at the situation. The Clerk advised that the matter had been dealt with, and that NCC had apologized for missing the cut, which would be carried out as soon as possible (clerk note: this had already been done at the time of the meeting).

1. Apologies for absence

None

2. Declarations of Interest

None

3. Declarations of recording and social media use

None

4. To approve the Minutes of the Ordinary Meeting held 10 May 2023

The final draft Minutes had been circulated and displayed on the Notice Board (and PC website). Cllr Cockerill proposed that the minutes should be accepted, seconded by Cllr Lambert - all in favour- the minutes were signed by the Chair.

5. Matters arising

i. Cllr Willies advised that he had received an email report from Mr. Le Clercq concerning the hibernaculum - the conclusion is that there is no suitable location compared to the existing one located around the base of the beech tree monolith. Cllr Hotchkin had taken a look at this and thought that it was adequate, so he agreed that no further action was necessary.

ii. Cllr Willies observed that the RoSPA report has not been included on the agenda, but the invoice had been received for the annual inspection. The clerk summarised the report (a missing cap and a wobbly railing), explaining she would be contacting NGF Play to request a replacement part; Cllr Cockerill offered to tighten up the railing.

iii. Cllr Hotchkin reported that the clerk had asked Breckland Council to add Oxborough to the visits from the mobile food store, but that this had not been granted ('although the village has indicators that suggest there are vulnerable residents...when compared to other locations...need was low': see website for full response). Instead, Gooderstone will be added but Oxborough residents will have access (once the one-off payment of £3 has been made). Further details to follow on once the days and times are finalised.

iv. Cllr Allison questioned the progress on contacting the Environment Agency concerning the request from the PCC for the National Trust car park area to be used as additional burial ground, reminding the council that there is no access. Cllr Willies suggested that the PC should review the situation on an annual basis, consulting with the PCC regarding the need for additional burial land. Cllr Cockerill agreed adding that the NT had rented the land for decades, but the PCC has stated the need so it is necessary to talk about the access and especially who will be paying for whatever needs to be done. Important that the NT is reassured that no change is happening for at least a year. Cllr Allison cited more issues, such as the land is not consecrated, that planning application would be required, that the NT would be responsible for replacing the original boundary, that access for digging would be needed. The clerk reminded the Councillors of a few details from the site meeting held earlier in the year (with Cllr Lambert and ex-councillor Ian Monson also in attendance) - and the email received from Estate Manager Eloise Balcombe included 'exploring the options available to enable our continued occupation whether that be through a purchase or further lease over the whole or part'. The Chair suggested that as the land is owned by the PC, any request for purchase must be put to the electorate. But as the land was purchased in the first place as a future burial ground for the church, the land would never be put up for sale. Cllr Cockerill stressed the importance of keeping up communications between the three parties, pointing out that the PC is in no position to pay out thousands of pounds. Cllr Willies proposed an annual review with the PCC, which was seconded by Cllr Cockerill, all in favour. The clerk will continue to seek necessary information from the EA and the issue will be included in the next agenda.

v. Concerning the swift tower and the unexpected installation of it on the Pound (after the councillors had voted against retaining it), Cllr Willies asked the council if this was satisfactory - the majority agreed. But Cllr Cockerill added that the PC had been given misleading information on the installation, such as it would require a power source (a solar panel is installed), that it could not be placed under trees (it is under the lime tree) and that it must be close to buildings (not really) - all these criteria affected the decision made by the PC. He also pointed out that the construction is just bare wood and that it would need preserving, which should be carried out by NCC.

vi. Cllr Willies asked of the Chair if the SAM2 data has been sent to the police - yes.

vii. Cllr Willies reported that the road safety project had progressed with a flyer placed on the village Facebook page and the village website and communications with the police speedwatch co-ordinator. The first meeting is planned to take place by the end of July.

6. Planning Matters

- a) 3NM/2023/0054/NMA: Little Ox (Mr. Denis Madden) - Amendment to pp 3PL/2022/1223/HOU - Change in materials to use reclaimed roof tiles in place of concrete pan tiles to match existing. Permission granted.
- b) 3SR/2023/0001/SCR, Proposed water Pipeline - screening opinion: Permission granted on condition (the proposed development is unlikely to result in significant environmental affects and is therefore not considered to constitute EIA development for the purposes of the above Regulations).
- c) TRE/2023/0125/TCA - Oxburgh Hall (T1 - Strawberry tree)- permission granted.

7. Correspondence Received

- a) Norfolk Police: see website
- b) NCC: see website
- 1. NCC Workshop-designed for parents of 4-7 year olds with an interest in creative writing who may also feel they don't have time to dedicate while raising a child -see OPC website and this link <https://norfolk.spydus.co.uk/cgi-bin/spydus.exe/ENQ/WPAC/EVSEENQ?SETLVL=&RNI=4290265>.
- 2. Email from Cllr Fabian Eagle concerning the swift tower: 'The swift tower is on county council land and as I discovered when I was walking around the village in May. The site is directly under a swift flight route. I do hope the parish council will accept the Swift Tower as it will hopefully provide additional nesting sites for what appears to be a sizeable Swift Population, but also nest sites for House Martins and a roost for bats. The location will hopefully raise awareness of these endangered species and encourage people to help them as well.'
- 3. "Parish Partnership" scheme for local highway improvements, which the County Council will be repeating in 2024/25. All bids to be submitted by 08 December 2023.
- c. Breckland Council: see website
- 1. Email from Lisa Turner, Environmental Enforcement Assistant: '...consider the purchase of Breckland Council-based signage (No Dog Fouling / No Fly-Tipping or Littering) through us. If enough orders are placed to our supplier, we will be able to obtain the items at a reduced rate. We are anticipating a cost of approximately £41.50 per unit, which includes the aluminium sign and design coating, metal straps for lamp posts, VAT and delivery'.
- 2. Further email from Lisa Turner: Mobile Deployable Surveillance Cameras '...We are looking for places to trial the cameras, particularly in communities where there is a high level of fly-tipping and anti-social behaviour...we would welcome any questions that any council has regarding this project'.
- d. Email from Tristan Tomlinson, confirming that there is a live electric supply to the old telephone box.
- e. NALC update on gov.uk domain name. The Government ignored the campaign, so NALC are offering a pilot scheme to those with membership: gov.uk domain name registration - £112 + VAT every two years (set by the Government) and management and administration fee - emails and website - £70 per year.
- f. Mr. & Mrs. Wray emailed to ask for the draft minutes to be amended (replace 'lane' with 'driveway'): 'to point out that the statement "all neighbours are in agreement" is incorrect because we at Church Farm House have had no notification or involvement of this request and have not been consulted in this matter as suggested.'
- g. Email from Julie Wood - completed application to display a sign on the village railings, to promote Open Gardens plus booking form to hire the green.
- h. Email from Miles Griffin asking for confirmation whether the 'agreement between the National Trust and the Parish Council to cut the verge along their wall, to align with the County Council cutting schedule is still in place? Currently looking very unkempt'. Clerk confirmed this was the case and that there had been a very recent verge cut. Mr. Griffin sent a follow up email to find out when the cut would take place. *Cllr Allison expressed his concern that the NT headquarters would be unhappy with the verge being cut. But the clerk read out the extract from an email from Dea Fischer (senior gardener) "...1. A National Trust volunteer will rough cut the entire width of the verge on the same schedule as the County Council would follow, being four times between May and September.... 3. Cllr Chapman confirmed if we would top the verge in this way, he would volunteer to mow it at times in between." Cllr Willies suggested that Mr. Chapman receive thanks for carrying out the job.*
- i. Cllr Willies offered to take over the responsibility of the Sam 2 service sign from Cllr Hothckin, and he asked for him to arrange a time for a handover and training. The Chair responded: 'person appointed should be approved by the Parish Council, formally and in a meeting (for insurance reasons), and I do feel that we should still be minding "equal opportunities" - even for an unpaid, voluntary position'.

- j. SBA team (on behalf of PKF Littlejohn) received and logged the notification of exempt status for the y/e 31 Mar 2023.
- k. The Chair received notification from Westcotec, following the service on the SAM2 sign, that 3 white LED's in the SLOW DOWN array were dimmer than they should be - signs of ageing- £101.20 plus VAT.
- l. Cllr Willies received a complaint from Jackie Palmer-Hibbert about the number of vehicles parked on The Pound, an issue of road safety caused by such irresponsible parking.
- m. Cllr Willies contacted by a concerned individual to raise the issue of cutting the hedge on the green. Someone has cut the green hedge near the Village Hall without consulting or getting agreement from the Parish Council.
- n. Email from Mr. Andrew Le Clercq, advising that the bench on the village green closest to the telephone box has deteriorated badly (3 slats have fallen to the ground) and is very wobbly - dangerous to sit on.
- o. Email from Jackie Palmer-Hibbert: vehicles parked along the main road, on the verges opposite the cottages, along the verges by the Church (there was a wake at the village hall on this particular day) and 'all because of the PC charging £50 to hire the Green for locals and £100 for non-resident'...
- p. Environment Agency acknowledged email requesting information on the burial land: '...I have passed your e-mail to the local customer team who will deal with your request. Second email received to advise further update by 3 July.
- q. Debt collection letter received from Sonex3: concerning Npower (electric charge to the decommissioned telephone box), outstanding balance £290.34. Clerk complained stating that, besides the x2 invoices received last year and this year, no previous invoices/statements have been received from Npower.
- r. NALC Membership quote for period ending 30 March 2024: £82.92.
- s. Email from Mr. Mark Groom: there is a small green on St John's Close, next to the Anglian Water pumping station. This used to be well maintained by Breckland Council, but no longer as the District Council advise that NCC now has responsibility. However, he has been advised by NCC that this is not the case. How can this be resolved?
- t. Email from Mr. A. Le Clercq, detailing information concerning establishing a new hibernaculum on the village green - and the various constraints encountered.

8. Accounts

a. To receive bank balance and reconciliation

The councillors considered budget vs. actual (Appendix A), and the clerk asked for any questions - there were none. Cllr Willies proposed to receive the accounts, seconded by Cllr Lambert, all in favour.

b. To consider authorisation of payments and to sign cheques

a) Payments

1. TSB bank fees -£10

2. Insurance Renewal (due 1 June 2023) £298.35 or **£283.42** for 3 years (LTA 5% discount) SEE TABLE BELOW

Part C - All Risks Effective Date: 01/06/2023 (Excess: £100 each and every loss)	Sums Insured	Part E - Public Liability	£10,000,000 (Playground- 2 items)
Office Contents - restricted to clerk's home only	£2500	Part F - Hirer's Liability	£2,000,000
4 Benches	£816	Part G - Employers Liability	£10,000,000
Bus Shelter	£1530	Part H - Libel and Slander	£250,000
Speed Indicator Device	£3150	Part N - Fidelity Guarantee	£25,000 (All members and employees)
5 Piece Trim Trail	£5355	Part O - Personal Accident	Cover is limited to £500,000 any one person and £2,000,000 any one incident
Trim Trail Safety Surface	£993	Part P - Legal Expenses	£100,000 (Limit of Indemnity)
Nest Swing	£2154		
Safagrass Matting for Nest Swing	£993		
Gates & Fencing for Play Area	£8175		

3. Westcotec- service charge for SAM2 sign- £85 plus VAT

4. CGM - grass cutting (x7) - £700 plus VAT

5. RoSPA - Report 2023 (annual inspection) £78.50 plus VAT

Cllr Willies queried the sum insured for the SAM2 sign, but neither the Chair nor clerk could supply an up-to-date figure. The clerk recommended the LTA premium figure of £283.42 saying it represented good value for money

and that no other insurers supplied a quote to match. Cllr Lambert proposed that the payments should be made, this was seconded by Cllr Hotchkin-all in favour. The clerk needs to add new councillors as signatories for the TSB account - add to Agenda for the next meeting.

b) Receipts

1. Oxborough village hall/PCC (Open Gardens) -£60

9. Highways

a. Tristan Tomlinson supplied photos of the faded 'slow' painted on the road surface on the corner between Darwin House and Windy Corner. Clerk to raise this issue with NCC Highways. ENQ900232720: 'No action has been taken at this time but we will continue to monitor the problem -We have assessed that the defect does not currently meet our intervention criteria. We will continue to monitor as part of normal scheduled inspections.' Clerk has passed this onto NCC Cllr Fabian Eagle.

b. ENQ900232719- public rights of way (broken finger post on Eastmoor Road): New signpost to be installed.' Update - already completed.

c. ENQ900232721- grass verge between Darwin House and Windy Corner: 'verge cutting schedule has started'.

d. Temporary Traffic Regulation Order (STRO9298) affecting the East End from 420m west of its junction with Watermill Lane for 40m westwards in the PARISH OF GOODERSTONE to facilitate Anglian Water reinstate and repair manhole works. The road will be temporarily closed (except for access) on 7-7-2023 for the duration of the works expected to be about 1 day within the period.

e. ENQ-612612-X5Z1B3, concerning application for a new sign to be installed on the verge at the entrance to the private road leading to Church Farm, to indicate the barns Dairy Barn, Threshing Barn, Owl Barn and Field View Barn. NCC confirm that the PC need to have an application put in - "Street Furniture" licence. <https://www.norfolk.gov.uk/business/licences-and-permits/highways-licences-and-permits>

10. Report from PC representative to the Village Hall Committee

The annual Open Gardens was held during June and many visitors attended, also enjoying the traditional ploughman's lunches and homemade cakes - the weather stayed just about right for the weekend. Saturday 19 August is the date set for the annual village BBQ and tickets are now available, with exciting menu choices and of course the tasty selection of summer desserts to tempt everyone. Please see the village hall website and posters on the notice board for details.

11. Motion to consider further repairs as suggested by Westcotec (£101.20 plus VAT) to the SAM2 sign

The Chair advised that he did not think this was necessary at this time as the cautionary issues were very minor; no councillors objected.

12. Discuss the handover of Sam 2 sign to new volunteers

Cllr Willies expressed his willingness to take on the management. Cllr Hotchkin advised that the SAM2 sign should not be opened up to reveal the workings, as he was aware that Mr. Tomlinson had his own device and may be curious. Cllr Willies had not known that Mr. Tomlinson had expressed an interest and the clerk explained that she thought she had forwarded on to him an email from Mr. Tomlinson which confirmed that. Cllr Willies advised that he would be relying on Mr. Tomlinson for his IT skills. Cllr Allison commented that the unit is owned by the PC so the PC ought to agree on who can handle it. Cllr Hotchkin has the necessary notes and instruction manual, and he will liaise with Cllr Willies on a mutual date for the training/handover. The Chair proposed the handover to Cllr Willies, seconded by Cllr Allison, all in favour.

13. Question concerning the repeated occurrence of someone cutting the hedge around the village green, without seeking permission from or consulting with the PC

Cllr Willies stated first by saying that he has no issue with residents cutting the hedge which is in front of their properties, only that the PC had agreed to a single cut each year, avoiding the bird nesting season. The Chair also agreed that he had no issue with residents making cuts and Cllr Cockerill agreed although reinforcing the point that the heart of the bird nesting season should be respected. He added that there was an area of the hedge on the roadside at the corner opposite Eastmoor Road, which had been growing particularly wildly plus the hedging opposite the pub and offered to reduce the hedge at these locations, but Cllr Allison stated that he had already carried out a cut opposite the pub that very day. Cllr Allison pointed out that there was a risk assessment which had to be signed before carrying out works, but the clerk corrected him as there is no requirement for signing, only reading and acknowledging the risks involved. This document is on the website.

14. To consider what actions the PC can take with regard to road safety caused by irresponsible parking in the village

The Chair suggested that anyone could argue with another member of the public over parking issues, but at their own risk, and that the PC has no powers or authority, rather it would be a police matter. Cllr Lambert stated that it had been very unacceptable and inconsiderate to see how recklessly vehicles had been parked along the verges and sometimes obstructing driveways. The Chair added that on special events the village green ought to be used for parking and the event correctly signposted. Cllr Allison added his opinion that the village green gates closest to the village hall should have been unlocked and opened. The Chair asked for a halt to the exchanges unless someone could make a proposal at which point there was some public speaking. Cllr Cockerill speculated on the suggestion of opening the village green for parking and what might be the consequences of vehicles causing damage to the green, should the weather cause a problem to the surface - who then would be responsible for paying for any necessary repairs. The clerk reminded the council that the village green was the only income-generating asset of the PC which earlier councillors had worked hard to acquire and that careful use of this should be observed. After further discussion the clerk was instructed to liaise with the village hall committee (specifically Mrs. Stapleton, Chair of the OVHC) to come up with a solution for avoiding repeat parking problems around the village.

15. To consider that the bench near the telephone box should be replaced by a gifted bench, donated by the Lambert family and dedicated to the memory of the late Tony Lambert

Cllr Lambert expressed her willingness to do this and to purchase a bench similar to those which are in the village hall garden (made from extremely durable recycled material) and Cllr Cockerill added that Mr. Robert Hartley had asked if it would be acceptable to do the same in memory of his mother, Mrs. Hartley, one-time long serving councillor of Oxborough. Cllr Cockerill offered to carry out the removal and disposal of the old, dilapidated benches and organise the installation of the new benches. The Chair proposed acceptance of these generous offers, which was seconded by Cllr Allison, 4 in favour and 1 abstention. A slight discussion on the location followed on, but the consensus was to use the existing locations.

16. To consider that OPC should pay the outstanding electricity invoices (E.on/Npower Business) for the telephone box to the sum of £219.99

The Chair proposed to accept all the bills received and make payment. Cllr Allison advised that he was aware of a couple of other old telephone boxes which had no electric connection. The disconnection quote received from UK Power Network has expired (£1491.60 incl. VAT) so it would be necessary to seek a new quote. Cllr Willies stated that the PC should question where the E.on invoices had been sent over the last 14 years (Cllrs Lambert and Cockerill agreed), as although the invoice address was correct, the clerk was adamant that none of these (only dating back to 2016 as NPower stated they could not locate the previous years) had ever been received. He also pointed out that the outstanding total was £290.34, as per the debt collection letter from Sonex3, and comprised the bought forward balance from E.on (£219.99) plus the two Npower invoices received over the last 18 months (£70.35). Cllr Cockerill suggested that the PC must advise Npower that the PC does not need power to the telephone box. Cllr Willies proposed that the Npower invoices should be paid (as the live electric feed had been established following the last meeting) but that the PC should not pay any of the E.on invoices. Cllr Lambert seconded this. Cllr Cockerill added that in any case, the PC should not be expected to settle any of the older invoices in one payment. The Councillors agreed to this proposal and the clerk prepared the cheque for signing.

17. To consider that OPC should become a member of the National Association of Local Councils (through the Norfolk Branch) for the fee of £82.92 plus VAT

The Chair stated that membership, (at an introductory level) gives access to legal advice (if necessary from the head office), pointers to best practice and templates for standard documents, as well as reduced fees for training courses for both clerks and Councillors, and he proposed that the PC should become a member of NALC. This was seconded by Cllr Allison. After a short discussion including a question on how much the full membership would be after 31 March 2024 (approximately £99) and that Cllr Willies asked to have an annual review, the councillors voted - all in favour. The clerk will request an invoice and present this for payment at the meeting in September.

18. To consider that the decision (made at the last meeting) to apply for planning permission for signage at Church Farm Barns, on behalf of property owners, should be reversed

Cllr Willies suggested that the agenda item be withdrawn, following on from the discussion held in the open forum; Cllrs Lambert and Cockerill agreed. The Chair pointed out again that the legal side of the decision had

been muddled but concluded that as the householder had completed the application in their own name he would withdraw the agenda item.

19. Discuss proposal to make a presentation of thanks to retired Breckland Council councillor, Mr. Mike Nairn and long-standing councillor, Mr. Ian Monson

Cllr Lambert expressed her absolute support for this proposal in the case of Ian Monson, who contributed much over the years he was a councillor. Cllr Willies agreed commenting on how Mr. Monson had served on the district and county councils as well as the parish council; he thought that Mr. Nairn should also receive a gift and if permitted, the PC should make a financial contribution along with additional private donations. But in the meantime, a letter of thanks should be sent (as Mr. Nairn has already received his). Cllr Willies suggested a piece of glass art produced by villager Helen Taylor. Cllr Lambert proposed a letter of thanks for Mr. Monson and a gift for each of them which was seconded by Cllr Willies, all in favour. The target for accomplishing this would be the next meeting (13 September).

Public participation

20. To receive information or suggested items for consideration at the next meeting

Mrs. Pritchard asked if there were any news items which she could include in the upcoming village newsletter - the clerk will provide information. Mrs. Willies observed that the discussion under agenda item 14 had involved 2 different events - one organised by the village hall and a second organised on a commercial basis. She added that the PC has to pay for hiring the hall for every meeting throughout the year. The organiser of the commercial event was advised that the village green could provide a parking area, but this was turned down as it was deemed too expensive (£50 for a villager to hire the green). She added that the PC was not responsible for what happened but hoped that the PC would not be considering opening the gates to the green free of charge for commercial events. She also questioned who would pay the liability insurance under those circumstances. The Chair added that anyone hiring the village hall for commercial purposes must have their own PLI. Mrs. Stapleton stated that vehicles parked on the green do so at their own risk and understand that the PC only has the green as its single earning asset so the need for hire fee is apparent. But she suggested that the village hall and the PC should work together in regard to private events. Cllr Cockerill pointed out that when the village hall is hired the hiree should be informed about the possibility of hiring the village green and perhaps there could be an arrangement where the extra payment is made to the village hall, and then the PC invoices the village hall for the car parking component. Cllr Allison suggested that an area of the village green be roped off to serve as car park, which could be charged at £10-£20 for the event. Cllr Willies asked for the question to be added to the next agenda and in the meantime, the clerk would liaise with the village hall to seek a solution.

The meeting closed at 10.05pm

NB: The BC Report (Appendix B) will be added soon

APPENDIX A	Meeting 12 July 2023				
Report: Accounts reported against the budget quarterly					
IAW Statement of Internal Control and Annual Review of Effectiveness of Internal Control (section Financial Reporting)					
BUDGET 2023/24	Budget	Actual	Outstanding		
Estimated Gross Payments					
Accountants	158.40	0.00	158.40		
Clerk's salary	1430.00	0.00	1430.00		
Clerk's expenses	165.64	0.00	165.64		
CGM (grass cutting x15 plus herbicide)	769.45	0.00	769.45		
Hedge cutting (x1 cut)	344.68	0.00	344.68		
RoSPA annual playground inspection	88.20	0.00	88.20		
St. John the Evangelist donation	175.00	0.00	175.00		
Royal British Legion donation	30.00	0.00	30.00		
Insurance	322.99	0.00	322.99		
Bank charges	60.00	20.00	40.00		
Village Hall Hire	84.00	0.00	84.00		
Village green bench	380.00	0.00	380.00		
Cleaning of the war memorial	546.00	0.00	546.00		
Election Costs	1000.00	0.00	1000.00		
	5554.36	20.00	5534.36		
Estimated Receipts					
Village Green Hire	260.00	260.00	0.00		
National Trust Lease	200.00	0.00	200.00		
VAT refund on usual expenditure	140.00	0.00	140.00		
Precept	3358.00	1679.00	1679.00		
	3958.00	1939.00	2019.00		
Bank Reconciliation					
Bank Balance b/f	5964.51		2499.15	Estimated Balance end of financial year 2023/24	
Add Receipts:					
Open Gardens - hire of the village green	60.00				
sub-total	60.00				
Less Payments:					
Bank charges	10.00				
sub-total	10.00				
Bank Balance @ 3 July 2023	6014.51				