

WINKLEIGH PARISH COUNCIL MEETING

Wednesday 20th January 2021 at 7.30pm

held remotely in accordance with The Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020

MINUTES

PRESENT	Cllr Findlay (Chair), Cllr Brown, Cllr Radcliffe, Cllr Mercer, Cllr Hodgson, Cllr Bayley, Cllr Whitehead, Clerk Melanie Bickell
ALSO PRESENT	County Cllr Saywell and District Cllr Newton joined during the meeting. 5 members of the public

1.21 APOLOGIES FOR ABSENCE

Cllr Brown moved to approve the absences of Cllr Turner and Cllr Appleby, Seconded by Cllr Bayley, all in favour and Resolved (RR001/21)

Cllr Naylor and Cllr Jacobs apologies arrived after the meeting.

Dist Cllr Newton and County Cllr Saywell have prior commitments but will attempt to join when they can.

2.21 DECLARATIONS OF INTEREST FROM MEMBERS

No declarations received.

3.21 PUBLIC PERIOD

4.21 MINUTES

Cllr Brown moved to approve the minutes of the Extra-Ordinary Parish Council Meeting held remotely on 16th December 2020 as a true and accurate record, Seconded by Cllr Whitehead, all in favour and Resolved (RR002/21)

5.21 FINANCE

5.1. 2021-22 Budget (Doc 001/21)

5.1.1. Cllr Whitehead moved to approve 2021/22 Budget of £38,165 as presented in the agenda document 001/21, Seconded by Cllr Brown, all in favour and Resolved (RR003/21)

5.1.2. Cllr Mercer moved to approve 2021/22 Precept of £30,051 as presented in the agenda document 001/21, Seconded by Cllr Brown, all in favour and Resolved (RR004/21)

5.2. Financial Statements (Doc 002/2a/21)

Cllr Mercer moved to approve the financial statement for December and January Incorporating bank reconciliation and all payments/receipts since WPC meeting 25th November 2020, and 3rd quarter budget report for 2020/21, seconded by Cllr Whitehead, all in favour and Resolved (RR005/21) – See Appendix A

6.21 PLANNING MATTERS

6.1. Planning Applications for Council resolution

6.1.1. 1/0613/2020/REMM Reserved matters application for layout, appearance, landscaping and scale for construction of 70 dwellings pursuant to permission 1/0346/2017/OUTM, Former Kingsley Plastics Western Barn Hatherleigh Road Winkleigh EX19 8AP.

Members are only permitted to comment on the Layout, appearance, scale, landscaping as this is a reserved matters application, with planning permission having been obtained in 2018.

Cllr Hodgson moved that WPC have no comment to make, Seconded by Cllr Brown, all in favour and Resolved (RR006/21)

6.1.2. 1/0023/2021/LBC Creation of small doorway into an existing partition wall to connect two bedrooms and alterations to existing mezzanine for creation of third bedroom, East Sedgetts, Farmer Franks Lane, Winkleigh EX19 8JQ

Cllr Whitehead moved to support, Seconded by Cllr Hodgson, all in favour and Resolved (RR007/21)

7.21 REPORTS

7.1. Chair

7.1.1. Bus Stop A3124

The bus stop has now received a second coat of green paint. Members expressed their thanks to Cllr Jacobs for his time to carry out this painting on behalf of the Parish.

7.1.2. Councillor Training Courses

The Clerk has circulated a comprehensive list of courses that are available for Councillors. Members to contact Clerk if they wish to attend any courses.

7.1.3. Footpath Inspections

Cllrs to ensure their allocated footpath inspections are carried out by end of January and returns submitted to the clerk by 5th February for the annual return to be submitted to Public Rights of Way Officer under the P3 Agreement signed by WPC.

7.1.4. Clerks Hours

To reduce overtime and to cover evening meetings, the Clerk will work 5 hours flexible on Wednesdays and will work 10am-3pm Mondays and Thursdays with immediate effect.

7.2. County Cllr Saywell

Can I start by wishing you all a 'Happy New Year', and to thank everyone in Winkleigh for everything you are doing to keep the community safe during this difficult time.

Coronavirus

- Stats – As of 19th January DCC area of Devon now up to 16,436 coronavirus infections since the start of the pandemic.
- Since the 14th January that is a weekly increase of 1,567 infections.
- By way of comparison... in Torridge there were 52 new infections in the last 7 days, North Devon 100 in the last 7 days, West Devon 79 cases in the last 7 days.
- There are now over 20,000 tests a week being carried out in the County.
- Locally, we have done incredibly well to keep our local infection rates as low as we have. **Torridge has one of the lowest infection rate per 100,000 in England (76.2)**, along with North Devon and West Devon, and **Devon as a whole has the one of the lowest rates in Upper Tier Authorities in England (195.3 per 100,000)**. At present Devon is actually the lowest Upper Tier authority, bar North and North East Lincolnshire, but things can change quickly.

However... **cases are stabilising and beginning to fall**. We still need two more days of firm data to be confident that the trend is heading down, but the early indications are promising.

Infection cases in Devon are highest in the working age population and elderly (75yrs +), with elderly cases, sadly, mainly attributable to some care home outbreaks. In Torridge, cases are very much in the working age bracket, and we had seen an increase in cases and outbreaks in workplace settings and subsequently households.

Even if we have reached the peak we must not let our guard down now. Hospital cases still rising and we expect that this will continue for a couple of weeks after the peak of community infection and deaths, sadly, will also still rise.

So while the situation is not as bad here as other areas of the country, the situation remains extremely serious. Please **stay at home**, and only leave home if you absolutely have to. When you do go out, **don't** forget to **socially distance, wear a face covering in indoor public spaces and wash your hands regularly**.

We don't have definitive proof yet but it is extremely likely that the new variant of coronavirus is here, and this strain is much more infectious than previous strains – where there have been outbreaks, in a workplace or care home, the number of infections has been much higher.

Community Testing

DCC will start rolling out Community Testing for coronavirus at the end of this month.

Community testing will help to find individuals who have COVID-19 but do not have symptoms and need to isolate and who may inadvertently be spreading the virus. A positive or negative result will not remove the need to follow existing COVID measures socially and in the workplace.

Rapid lateral flow tests will be used, which will provide a result within thirty minutes. This will not be a substitute for the national coronavirus testing – if you are symptomatic, people should book a free NHS test via the GOV.UK website or by calling 119.

The first site is planned to open near the end of January, at County Hall in Exeter, with other sites planned to become available across the County in February and March.

COVID Vaccinations

On the more positive side... the good news is that residents of Torrington Rural aged 80+ and residents and staff of care homes **have started to receive their vaccinations**. County wide, **1000s of people have received their first vaccination dose**.

Main points for vaccine rollout:

- We now have vaccination hubs up and running at all four acute hospitals in Devon -these are vaccinating hospital staff and over 80's inpatients about to go home and outpatients

- 20 Primary Care Network (groupings of GP Surgeries) vaccination sites are up and running
- Mass Vaccination sites in Plymouth and Exeter to be opening before the end of January
- Vaccination of care home staff and residents is well underway, with the NHS aiming to complete vaccination by 24th January.
- Locally, there have been vaccination sites at Holsworthy, Barnstaple, Okehampton and now Crediton. This has been due to the complexities of storing the Pfizer vaccine. Now that the Oxford vaccine has arrived, I know from talking to the head of one of Torrington's GP Practices that they are looking at rolling this out more locally so people do not have to travel long distances.
- The NHS is also looking at mobile roll out for more isolated rural communities.

Priority for Phase 1 according to JCVI priority list is: Care home residents, over 80's and frontline health and care staff.

Thousands have been vaccinated already with each Primary Care Network having received at least one batch of vaccines (975 vaccines per batch); we received the Oxford vaccine and the NHS have the workforce in place to undertake the vaccine programme. It is, however, a huge logistical exercise, very much dependent upon the speed and rate of vaccine supplies. Please wait for the NHS to contact you when it is your turn.

Covid-19 Prompt Action Grant

DCC's COVID-19 grants have opened again for the third lockdown. The guidance is slightly amended and can be found on this link along with the online application form. <https://www.devon.gov.uk/coronavirus-advice-in-devon/document/covid-19-fund/>

The biggest difference to the first two waves is that DCC are working in partnership with Devon Community Foundation to fund food projects. So any project that is for food provision needs to apply here <http://devoncf.com/apply/community-food-programme-2/>

Libraries and Recycling Centres

- Devon's libraries are now temporarily closed for the new lockdown.
 - Household Waste and Recycling Centres remain open for essential use only.
- Can I again thank you for all you are doing to stay safe and to keep our communities safe during this difficult time. Hope is on the horizon with the vaccine... but we must not let our guard down or become complacent. Please follow the rules. DCC will do all that it can, as it has done during the first and second lockdown, to support the people of Devon during this difficult time and to protect the old, the young, and the vulnerable. We will recover from this pandemic and the lockdown. But in the meantime, please stay at home and stay safe.

Highways/Winkleigh Square

I see this is on your agenda to be discussed. My main wish is for there to be a consensus on what needs to be done. Proposals going forward to HATOC should be uncontentious and uncontroversial – I don't want to see there being arguments and disputes within the Parish and my own view is that any changes should be moderate and proportionate. If the Parish wants a fundamental review of the parking arrangements in the Square then that I think would fall outside of the scope of HATOC and would have to go to the Traffic Team at DCC to review. Given the constraints the Traffic Team operate under I could see that taking some time... more than a year. I can look at this option for you but I want to open about the realistic timetables. In any event, I will take any proposals that the Parish have to Highways for their consideration and if further discussions are needed will request that a virtual meeting is arranged.

DCC Budget

DCC's Budget is due to increase by just under £37million thanks to some additional Government funding. Specific details remain TBC and I will update the Parish Council next month.

Locality Budget

Please note if you have any projects in mind, funding for these will need to be allocated by the end of February. I have some funds available and would also be willing to match fund with District Cllr Newton for a suitable project, if needed.

Stay safe, and if there are any issues you need me to follow please don't hesitate to contact me.

7.3. District Cllr Newton

1. Planning Application - Former Kingsley Plastics Western Barn etc. I would report to councillors that in an effort to "bring both sides together to help find a resolution to the outstanding issues" I organised a site meeting with the two parties and TDC Planning and Environmental officers in mid-November and then had follow-up contact with both parties in December. The TDC officers and Kevin Down (Kingsley Plastics) thought the meeting went well (as did I) however after some reflection the Andrew Hicks Engineering representatives decided they were not content, and I understand legal letters are now being exchanged etc which is a great shame. I have now stood back from this dispute but stand ready to assist in any way should the opportunity arise without favouring any party.
2. Torrington Area Advisory Group. You know I chair this group. In consultation with the chair of the Holsworthy Advisory Group we are considering combining our two Advisory Groups (Torrington & Holsworthy) to form a Torridge Rural Advisory Group that could better focus on the issues that are particular to our rural communities

and towns without being distracted by the urban issues of Bideford and Northam towns. Of note, according to the last census (2011) there are more people living in the Torridge Rural area than live in Bideford & Northam towns and so it would be good if we could increase focus and funding to more accurately reflect the population spread! I would welcome councillors' views on the combining of the two Advisory Groups.

3. Winkleigh Work Hub. Chris Fuller and Hamish Cameron the TDC Economic Development Officers are pressing ahead and Hamish will give a detailed update to the stakeholder group in the next couple of weeks. He gave me an update report yesterday, key points being:

"As you are aware, we are through the funding process and successfully received a funding offer for the work hub at the Sports centre in Winkleigh. The plan is to remove the existing derelict former bowling clubhouse and replace it with 2x converted 40ft x 8ft shipping containers. This will be to create a vibrant workspace for the growing number of people who are now working from home but miss the opportunities shared workspaces offer. Obviously during the pandemic our working environment has changed significantly. It is increasingly likely that people will be looking to use spaces such as our proposal more and more in the coming years.

Progress to date

- We have the funding offer, and we are now in the process of liaising with DCC and the Work hubs programme to agree our Grant Funding Agreement. We have had several issues created by the funding body however DCC have been working hard to resolve these.
- We have liaised with the trustees of the Sport Centre who are incredibly supportive of this project and have been incredibly helpful from the start to helping us achieve this. They are also very keen to help us once we are up and running which, I believe will help both the work hub and the Sports centre become a key focal point for the village and surrounding area. Tom Radcliffe, Mike Wilson and Vicky Radcliffe have been very supportive during this early stage.
- The Work Hub building despite being modular will require a Full planning application. I am currently in the process of completing that application. I have been informed that through the Pre-app we submitted that there are no significant concerns from the planning team. As this is a planning application by TDC this will need to go to Committee. I am hoping to meet the deadline for the March Committee meeting.
- I am in the process of having an ecology survey undertaken due to the demolition of an existing structure and proximity to hedge and field boundaries. This should be completed in January.
- I have been collating quotes for the Converted shipping containers, electrical work to connect to sports centre and the replacement of septic tank that serves the new work hub (and the public toilets on the site and the football clubhouse). (I have spoken with Spirebourne and they have visited site before Christmas, and I am awaiting a quote for this work)
- I have figures back for the remote access and booking software which will help us run the work hub remotely. I also have initial plans and quotes back for the internet provision for the hub. This is something that needs to be fit for purpose and I continue to explore opportunities on this."

4. Councillor Grants. I have managed to squeeze a bit more money out of the system and so could give grants totalling approx. £1,000 by the end of this financial year. Examples of orgs in Winkleigh that I have granted to in the past are the Village Hall refurb, printing of the Winkleigh Society business directory and insulation of the snooker club roof in the sports centre. Please spread the word - interested applicants direct to me please!

7.4. Winkleigh Post office

7.4.1. Informal business consultation on the future of Winkleigh Post Office (*Doc 003/21*)

Cllrs Radcliffe and Brown presented Councillors with the informal business consultation which was received. Relationships are being forged with the community enterprise for Exbourne and there have been a series of telephone conversations and linked meetings.

7.4.2. Formal lines of Communication.

Cllr Findlay asked members to consider if they wish the working group to open formal lines of communication with the Postmaster with regards to the short- and long-term future of Winkleigh Post Office.

Cllr Bayley (Postmaster for Winkleigh) commented that other avenues that are now being explored for the future of the Post Office which he cannot go into the details of at the present time. He expressed his appreciation and gratitude for the offers of crowd funding, which he will look upon as a last resort, but he currently has other options he is investigating. **The Post Office will be staying open but how it will be implemented has not been decided but when it is decided Cllr Bayley will inform the Parish and the Council.**

Cllr Findlay moved that WPC and Winkleigh Post Office write a joint statement within the next two weeks, to notify the parish of the council's decision for not increasing the precept to financially support the Post Office and provide an update on the future of the post office for the short and long term, to be published on Facebook pages, Councils website and next edition of DW, Seconded by Cllr Bayley, all in favour and **Resolved** (*RR008/21*)

Clerk explained that due to GDPR the email addresses of parishioners who had responded to the DW article to fund the Post Office had not been retained, however, the Minutes containing the Councils decision had been published.

7.5. Disabled Parking bay and Double Yellow Lines, The Square Winkleigh (Doc 004/21)

7.5.1. Cllr Findlay moved to approve the installation of a non-enforceable Disabled parking bay in the Square Winkleigh, along the pavement by Londis, beyond the fire hydrant, Seconded by Cllr Bayley, all in favour and **Resolved** (RR009/21)

7.5.2. Cllr Brown moved to not support the installation of any double yellow lines in The Square, Winkleigh, Seconded by Cllr Whitehead, all in favour and **Resolved** (RR010/21)

Cllr Findlay asked County Cllr Saywell to liaise with Highways with regards to the provision of a loading bay for Londis and to ask the Fire service to see if the current parking arrangements in The Square would impede emergency services access.

7.6. Draft Interim Devon Carbon Plan Consultation (Docs 005/5a/5b/21)

Members considered the draft carbon plan consultation. The Council did not make a corporate response therefore, members to respond as individual members of the public if they wish to.

7.7. Torrington Area Advisory Group – Winkleigh representatives

Cllrs Turner and Jacobs are current representatives of WPC. Members approved Cllr Findlay to become an additional representative.

7.8. Parish Gateway Signage (Docs 006/a-g/21)

Cllr Mercer presented his report and signage designs as per the agenda documents.

The Original artwork was contributed by members of the community and the Winkleigh Art Group. It was hoped that a series of local images could be incorporated into the local signage. This has proved problematic and has not been possible to achieve within the budget.

The proposed solution, agreed with DCC, is a pared-back design which would feature a single image, and a short description of the village, based on an existing template used elsewhere in Devon.

In 2019 WPC reserved a sum of about £1750 for this project and DDC undertook to match this funding. The Highways Officer has included this scheme in the DCC 2021/22 budget and operational plan for the area and so the funding is available for this project from 1st April 2021. It should be noted that there are significant costs associated with the installation of the signage which are being met by DCC. This proposal has been costed and is affordable within the funding available.

Cllr Bayley moved to commend Cllr Mercer for his hard work on getting this project this far and the Council would be happy to leave the choice of designs to him on behalf of the Parish, Seconded by Cllr Whitehead, all in favour and **Resolved** (RR011/21) (Road Traffic Regulation Act 1984 s.72(1) – Budget provision – Reserves Gateway signage £1719.12)

7.9. COVID 19

WPC will be and have been supporting our Parishioners, if requested, with paid transport (via volunteers), to receive the vaccine. Due to the risk to volunteers, PPE must be always worn by volunteers and parishioners. Any volunteers requesting PPE equipment and any parishioner requesting transport to contact the Clerk 01837 89095, winkleighpc1@btconnect.com or Covid Co-ordinator (Cllr Findlay), 01837 682616, wpccovid19@outlook.com.

A call for additional volunteers will be posted to Facebook this week. (Covid19 Grant fund, s1.37 LGA 1972, Social Welfare)

7.10. Cllr Verbal reports not requiring a discussion.**8.21 DATE OF NEXT MEETING**

24th February 2021, 7.30pm PCM

9.08pm Chair closed the Meeting.

FINANCIAL STATEMENT FOR December 2020

Reserve	Current	Bungalow	CASH BALANCE
12317.72	13187.21	8429.50	33934.43

Pymt Ref	Budget Provision	Amount	PAYMENTS PRE-AUTHORISED AND MADE	Power	Expenditure approval Minutes Ref
PM118/20	Staff Costs	1202.53	Clerk November Salary	LGA 1972 s.112	47.1.20 RR035/05/20
PM119/20	Staff Costs	184.91	HMRC NI/IT P2108 employer/employee contr	LGA 1972 s.112	40.4.20 RR030/05/20
PM120/20	Running Costs	700.00	Grass Cutting Annual contract payment	HWA 1980 s.96(4)	115.4.18 RR126/10/18
PM121/20	Assets	13.20	Request a plan (LBC)	LGA 1972 s.137	88.5.20 RR087/09/20
PM122/20	Grants	75.00	Royal British Legion Poppy Wreaths	LGA 1972 s.137	130.2.2.19 RR150/11/19
PM123/20	Cemetery	74.50	CB Property Services (annual maintenance)	LGA 1972 s.214(6)	88.8.20 RR093/09/20
PM124/20	Running Costs	20.00	EDF	LGA 1972 s.111	47.1.20 RR035/05/20
PM125/20	Bungalow	44.06	Pure Lettings Management Fee November	LGA 1972 s.140(1)	62.6.20 RR045/06/20
PM126/20	Bungalow	146.06	Pure Lettings Management Fee & maint Dec	LGA 1972 s.140(1)	62.6.20 RR045/06/20
PM127/20	NP Grant	699.00	Hedgerow Print - neighbourhood plan	Localism Act 2011	78.1.5.20 RR073/09/20
		£3,159.26			

Receipt ref	Budget Allocation	RECEIPTS SINCE LAST PARISH COUNCIL MEETING	Amount
RC029/20	Bungalow	Rental for November	£480.49
RC030/20	Bungalow	Rental for December	£378.49
RC031/20	Other	Interest on reserves account	£0.10
			£859.08

Reserves Account Balance	Amount	RESERVES ACCOUNT	WPC CONTINGENCY
11618.82	-1000.00	Earmarked Election accrual	
	-175.00	Neighbourhood Plan grant	
	-140.00	Restricted - TAP Fund project 2015-16 (booklet re-printing)	
	-1719.12	Restricted - Parish Gateway Signage	
	-1000.00	Restricted - VE/VJ Day events	
	-413.02	Restricted - P3 Pathways Partnership (Footpath maintenance)	
			£7,171.68

Balance B/Fwd	Amount	BUNGALOW ACCOUNT	CURRENT BALANCE
7570.52			
	-88.12	Pure Lettings Management Fee Nov/Dec	
	1049.10	Rental for Nov/Dec	
	-102.00	Boiler Service	
Bank Balance			8429.50
	1397.18	Precept offset	
	732.32	Budget	
	6300.00	RESTRICTED Contingency accrual for works	
	8429.50		

Grant amount	Spent	COVID 19 GRANTS (held in current a/c)	BALANCE
1000.00	-90.00	Kingsley Plastics donation	910.00
50.00	-46.72	Parishioner donation	3.28
1430.00	-1430.00	TDC Grant	0.00
5495.00	-4246.76	DCC Prompt Action Grant	1248.24
7975.00	-5813.48		2161.52

WINKLEIGH PARISH COUNCIL BANK RECONCILIATION

Reconciliation date 02/12/2020

<i>Balance per bank statements as at 1st December 2020</i>	£	£
<i>Current Account</i>	13187.21	
<i>Bungalow Account</i>	8429.50	
<i>Reserves Account</i>	11618.82	
		33235.53
<i>Less: any unrepresented Payments</i>		
		33235.53
<i>Plus: any unrepresented Deposits</i>	0.00	
		33235.53
<i>Net balances as at 1st December 2020</i>		33235.53
<i>The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:</i>		
CASH BOOK:		
<i>Opening Balance 1 April 2020</i>		19725.93
<i>Add: Receipts in the year to date</i>		44573.33
<i>Less: Payments in the year to date</i>		31063.73
<i>Closing balance per cash book [receipts and payments book] as at 1st December 2020</i>		33235.53

FINANCIAL STATEMENT FOR JANUARY 2021

Reserve	Current	Bungalow	CASH BALANCE
11618.82	13187.21	7411.60	32217.63

Pymt Ref	Budget Provision	Amount	PAYMENTS PRE-AUTHORISED AND MADE	Power	Expenditure approval Minutes Ref
PM128/20	Assets	254.50	CB Property Services (Bus Shelter)	LG(MP)A 1953 s.4	88.8.20 RR093/09/20
PM129/20	Cemetery	210.00	Majestic Trees cemetery grounds maintenance	LGA 1972 s.214(6)	47.1.20 RR035/05/20
PM130/20	Contingency	100.00	SWAS Grant	LGA 1972 s.137	116.3.20 RR128/11/20
PM131/20	Admin	15.00	WWMRF Room Hire	LGA 1972 s.111	40.4.20 RR030/05/20
PM132/20	Prof Fees	234.00	SLCC Subscription	LGA 1972 s.111	47.4.20 RR036/05/20
PM133/20	Assets	274.00	Scale Drawings for pump plaque LBC	LGA 1972 s.137	88.5.20 RR087/09/20
PM134/20	Staff Costs	1219.01	Clerk December Salary	LGA 1972 s.112	47.1.20 RR035/05/20
PM135/20	Staff Costs	183.38	HMRC NI/IT P2109 employer/employee con	LGA 1972 s.112	40.4.20 RR030/05/20
PM136/20	Staff Costs	90.00	SLCC - GDPR Training	LGA 1972 s.111	40.4.20 RR030/05/20
PM137/20	Staff Costs	72.00	DALC Training	LGA 1972 s.111	40.4.20 RR030/05/20
PM138/20	Bungalow - Maint	797.90	CB Property Services (annual maintenance)	LGA 1972 s.140(1)	88.8.20 RR093/09/20
PM139/20	Bungalow - Maint	220.00	CB Property Services (annual maintenance)	LGA 1972 s.140(1)	88.8.20 RR093/09/20
PM140/20	Assets	86.85	CB Property Services (annual maintenance)	LGA 1957 s.1	88.8.20 RR093/09/20
		£3,756.64			

Receipt ref	Budget Allocation	RECEIPTS	Amount
RC032/20	Cemetery	Memorial Fee	£125.00
RC033/20	Other	South Tawton PC SLCC Membership contribution for clerk	£68.00
			£193.00

Reserves Account Balance	Amount	RESERVES ACCOUNT	WPC CONTINGENCY
11618.82	-1000.00	Earmarked Election accrual	
	-175.00	Neighbourhood Plan grant	
	-140.00	Restricted - TAP Fund project 2015-16 (booklet re-printing)	
	-1719.12	Restricted - Parish Gateway Signage	
	-1000.00	Restricted - VE/VJ Day events	
	-413.02	Restricted - P3 Pathways Partnership (Footpath maintenance)	
			£7,171.68

Balance B/Fwd	Amount	BUNGALOW ACCOUNT	CURRENT BALANCE
8429.5			
	-797.90	Maintenance following annual inspection	
	-220.00	New Toilet following annual inspection	
		Bank Balance	7411.60

	507.34	Precept offset	
	604.26	Budget	
	6300.00	RESTRICTED Contingency accrual for works	
	7411.60		

Grant amount	Spent	COVID 19 GRANTS (held in current a/c)	BALANCE
1000.00	-90.00	Kingsley Plastics donation	910.00
50.00	-46.72	Parishioner donation	3.28
1430.00	-1430.00	TDC Grant	0.00
5495.00	-4246.76	DCC Prompt Action Grant	1248.24
7975.00	-5813.48		2161.52

Bank Reconciliation December 2020

Balance per bank statements as at 31st December 2020	£	£
Current Account	10641.47	
Bungalow Account	7411.60	
Reserves Account	11618.82	
		<u>29671.89</u>
Less: any unpresented Payments		<u>29671.89</u>
Plus: any unpresented Deposits	0.00	<u>29671.89</u>
Net balances as at 31st December 2020		<u>29671.89</u>

The net balances reconcile to the Cash Book (receipts and payments account) for the year, as follows:

CASH BOOK:

Opening Balance 1 April 2020	19725.93
Add: Receipts in the year to date	44766.33
Less: Payments in the year to date	<u>34820.37</u>
Closing balance per cash book [receipts and payments book] as at 31st December 2020	<u>29671.89</u>

BUDGET REPORT YEAR TO DATE (3rd Quarter 2020/21)

RFO reports no areas for concern on expenditure, and the forecast is to be on or within budget at year-end (31st March 2021), however, the income for cemetery is currently £370 under budget.

BUDGET HEADS EXPENDITURE	2020-21 Budget 3 rd quarter				Comments
	Budget	YTD Actual spend	Committed expenditure to year-end	Forecast Expenditure year-end	
Staff/Councillor Costs	17604.00	13614.01	3488.61	17102.62	
Administration	3000.00	2643.30	235.00	2878.30	
Running Costs	3468.00	2614.04	649.64	3263.68	
Professional fees	1010.00	944.00		944.00	
Assets Maintenance & Purchases	1400.00	1161.75	7.99	1169.74	
Grants/Donations	1245.00	1275.00		1275.00	
Bungalow	3250.00	1535.58	1110.16	2645.74	
Environment Fund	1000.00	0.00	1000.00	1000.00	TO BE TRANSFERRED TO RESERVES
Contingency	500.00	130.00		130.00	
Neighbourhood Plan	369.00	0.00	369.00	369.00	TO BE TRANSFERRED TO RESERVES
Cemetery Rates & Grounds Maint	3470.00	2274.31	630.00	2904.31	
TOTAL	36316.00	26191.99	7490.40	33682.39	

INCOME	2020-21				Comments
	Budget	YTD	Known future income	Current Income	
Precept	28636.00	28636.24		28636.24	
Other/Interest	12.00	72.29		72.29	
Grants	0.00	8830.82		8830.82	Covid 19 TDC/DCC & NP
Bungalow Rent	6168.00	4720.95	1573.65	6294.60	
Cemetery Fees	1500.00	1130.00		1130.00	
TOTAL	36316.00	43390.30	1573.65	44963.95	
Covid 19 Donations	1050.00	136.72		913.28	Received 2019/20
Covid 19 Grants	6925.00	5676.76		1248.24	
	7975.00	5813.48		2161.52	