

Tibberton Parish Council

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NOTICE OF STRATEGY and FINANCE COMMITTEE MEETING A meeting of Tibberton Parish Council's Strategy and Finance Committee will be held on Thursday 12th October 2023, 7.30pm at Tibberton Parish Hall

The meeting is open to members of the public who will be invited to speak and ask questions during the public forum at agenda item 5.

Summons

Members of Tibberton Parish Council's Strategy and Finance Committee are hereby summoned to attend this meeting at Tibberton Parish Hall for the purpose of transacting the business detailed on the following pages.

Signed: *R Hinton-Jones*

Date: 7th October 2023

Rachel Hinton-Jones,

Clerk to the Council & Responsible Finance Officer (RFO) for Tibberton Parish Council

AGENDA

1. **Chair's welcome.**
2. **Apologies.** To receive apologies from absent members.
3. **Declarations of Interest**
Members are reminded that to ensure transparency and retain public confidence in the council's decisions they are required to –
 - a) Keep their Register of Interests form up to date.
 - b) Declare any Disclosable Pecuniary Interests (DPI), any Other Registerable Interests (ORI) and any Non-Registerable Interest (NRI) relating to items on the agenda and the nature of those interests.
4. **To consider written requests from councillors seeking a dispensation.** Having declared an interest in any agenda item councillors may only stay in the meeting when that item is discussed if the council permits dispensation to a) stay, or b) stay and speak, or c) stay, speak and vote. Written requests for the granting of a dispensation must be provided to the clerk in advance of the meeting.
5. **Public Forum.** Members of the public are invited to speak on matters relating to this agenda or for consideration at future meetings.
6. **To approve the minutes** of the committee meeting held 02/08/2023, attached pp 3-7. (includes - draft Reserves Policy)
7. **To discuss and recommend where appropriate:**
 - A. The SmartWater project and recommend uptake.**
To update on the position of purchase of SmartWater following the presentation to the council meeting on 20/07/2023, for ratification of full council:
 - Approval to spend £1,481.85 on SmartWater and agree how it is to be rolled out to the community.
 - B. Solar-powered vehicle-speed warning indicators.**
To update on the purchase and installation of two new poles and a new solar-powered vehicle-speed warning indicator that will be moved between poles, at sites to be agreed.
Examples: [StartSafety](#), [Roadside Technologies Ltd.](#)

- 8. To review the asset register.**
The council's assets should be reviewed at least annually to ensure they are fit for purpose, with insurance arrangements managed appropriately and recorded on the register. This register is currently work in progress.
- 9. Appointment of Lengthsman.**
Update on works that have been identified as priority and currently being undertaken by Jeremy Moore. attached pp 8 -11
- 10. To review the policy review calendar:**
Attached page 12.
- 11. Annual Governance and Accountability Return (AGAR) – Action Plan to be reviewed.**
[The Internal Audit](#) report provides a number of recommendations, attached on page 13, which will form the basis of an agreed Action Plan to include:
- **Ongoing review of the council's financial control systems.**
 - **Establishing the council's position in respect of the 'old' Village Hall.**
 - **Fully establishing control processes and checking their effectiveness, with compliance being assured, evidenced and reported.**
 - **The introduction of a Reserves Policy that identifies earmarked reserves.**
 - **Review of Asset Register.**
- Arising from the Annual Governance Statement comments, the committee has agreed the appointment of a payroll provider, Three Counties Payroll. HMRC discussions to take place with the new payroll provider.
- 12. To discuss the budget for three years 2024/27.**
- a) To plan budget setting meeting, Date TBC. Copy of 2023 budget attached for reference, page 14.
 - b) Review Building Society position which currently has a balance of £6,310.00.
- 13. New Village Hall update**
- a) Lease revision has been agreed between members of TPC and TCLT and arrangements are currently being finalised.
 - b) Start-up Budget: To finalise the budget needed for one year to be self-sufficient. So far, the funds available are £25,000 from Parish Hall and £5,000 from TCLT's own funds.
 - c) Equipment requirements.
 - d) Update on Works required pre handover to Tibberton Community Land Trust.
- 14. [Wychavon Rural Fund](#) – to identify potential applications and agree next steps.**
- 15. Members to put forward items for future meetings of this committee:**
- 16. Date & Time of next meeting:** Thursday 9th November 2023 @ 7:30pm

Finance Committee members:
Cllr Robbie Hazlehurst (Chair), Cllr Trevor Knight,
Cllr Liz Morton, Cllr Helen Savage.

TIBBERTON PARISH COUNCIL

MINUTES OF STRATEGY and FINANCE COMMITTEE MEETING

WEDNESDAY 2nd AUGUST 2023, 7.30PM

at TIBBERTON PARISH HALL, PLOUGH ROAD, WR9 7NQ.

Committee Members present: Cllr Robbie Hazlehurst, Chair
Cllr Trevor Knight
Cllr Liz Morton
Cllr Helen Savage

Committee Members absent: All present.

In attendance: Cllr Margaret Rowley,
Rachel Hinton-Jones, Clerk & Gill Lungley, Support Officer

1. Chair's welcome.

All were welcomed to the meeting.

2. To receive and note apologies for absence.

No apologies required.

3. Declarations of interest.

Cllr H Savage declared a disclosable pecuniary interest (DPI) in agenda item 9 (minute no. 9) on the grounds that her husband has submitted a bid to take on the Lengthsman's contract.

4. Written requests for dispensation.

No requests for dispensation had been received.

5. To hear from members of the public.

There was no request to speak.

6. To agree the minutes of the previous committee meeting held 05/07/2023.

The minutes of the meeting held 05/07/2023 were **AGREED** a true and accurate record and were signed by the Chairman.

7. To discuss and recommend where appropriate:

A. The SmartWater project and recommend uptake.

SmartWater is a product used for protecting valuable articles; if the marked items are recovered after being stolen, they can be easily traced back to the owner. The blanket use of SmartWater in a community acts as a deterrent to acquisitive crime meaning felons will be less likely to operate in known SmartWater areas, thus signage is important.

Following the presentation by West Mercia Police at the recent council meeting and having considered the terms of the funding support provided by the Office of the Police and Crime Commissioner (OPCC) it was **AGREED to recommend to the full council** to purchase 166 SmartWater kits using the CIL funding. With match-funding from the OPCC this would be increased to 222 kits and associated signage. The cost to the parish council will be £1,481.85. Details for the roll out of the kits to each household would be firmed up in due course.

Local Government and Rating Act 1997, s31.

B. Solar Powered vehicle-speed warning indicators.

The Chairman reported that the county councillor has offered to purchase a solar-powered vehicle-speed warning indicator for Tibberton. The proposal to purchase a second pole so that the indicator may be moved between two sites was **AGREED for recommendation to the full council.**

A meeting is to be arranged between members of this council and the county councillor.

8. To review the Asset Register.

A template had been prepared which would be built upon to represent a complete picture of the community's public assets, not only those owned by the parish council.

9. Appointment of Lengthsman.

Having declared a DPI, Cllr H Savage left the meeting.

Three bids had been received of which that from experienced Lengthsman Jeremy Moore was deemed the most acceptable at this time and he would be contacted to take on the contract. It was **AGREED** to appoint Jeremy Moore as the council's Lengthsman.

Cllr H Savage rejoined the meeting.

10. To approve the following policies:

- a. **Health and Safety**, with amendment to cover responsibility for employees, councillors and volunteers working on council business.
- b. **Sickness Absence**, subject to clarification of SSP.
- c. **Grievance.**
- d. **Disciplinary.**
- e. **Equality and Diversity.**
- f. **Scheme of Delegation**, as amended to include delegation of urgent matters to the Strategy and Finance Committee and spending authority in such instances up to £2,000. To also include wording to support, where the Clerk agrees, correspondence from the Chairman and / or Vice-Chairman to expedite and aid the progress of council business.
- g. **Investment.**

All were **AGREED** and are subject to the approved policy review calendar.

11. Annual Governance and Accountability Return (AGAR) Action Plan.

The internal Auditor's recommendations, numbered 1 – 5, were reviewed:

Recommendation 1. The Council undertake a comprehensive review of its financial control systems, introducing arrangements that ensure there is:

1. effective controls to manage the Councils financial risks.
2. compliance with the Councils Financial Regulations.

The Council develops policies and associated process appropriate to the Councils size and its activities in support of its governance and administration arrangements.

It was AGREED to continue to monitor risk throughout the year and carry out six-monthly reviews, with the next one in December.

Recommendation 2. The Council formally establishes its position in respect of the 'old' Village Hall and respond appropriately.

It was AGREED to review all documents available and contact relevant bodies to sort out the confusion over ownership. Cllr M Rowley provided relevant paperwork.

Recommendation 3. The Council has recently introduced risk management arrangements, during 2023-24 the control processes need to be fully established with the effectiveness of those controls, and compliance with them, being assured, evidenced and reported.

It was AGREED to attend to this in December.

Recommendation 4. The Council introduce a Reserves policy that identifies earmarked reserves (for specific projects and specific projected costs) with the balance being held as general reserves. The general reserves being set in the policy (a percentage of the years expenditure, see JPAG guidance). The level of reserves should be a factor when setting the coming year's budget and precept.

It was AGREED to adopt a policy at the next meeting of this committee.

Recommendation 5. The Council reviews its Asset Register and the arrangements operating to ensure the effective management of its assets, including inspections and associated record keeping.

It was noted that a start has been made on this task.

Arising from the responses provided in the AGAR Annual Governance Statement, the council had undertaken to contract-out payroll. **It was AGREED** to appoint Three Counties Payroll to undertake the monthly payroll duties for an initial period of one year. They would also be asked to rectify the outstanding matters relating to the council's PAYE returns since July 2015.

On the matter of sector-specific bookkeeping software, **it was AGREED** to defer any decision on this whilst the new Clerk gets acquainted with the current bookkeeping system.

It was noted the next council meeting will be required to appoint the Internal Auditor for the 2023/24 financial year.

12. To discuss the budget for three years 2024 – 2027.

This item deferred to the committee meeting in October.

13. New Village Hall update.

- a. **Lease revision.** Members of both Tibberton Community Land Trust (TCLT) and the parish council had met to discuss a way forward and produce an amended document agreeable to both parties. A meeting is to be arranged with the council's solicitor to draft a clean document to issue to the TCLT's solicitor for signing.
- b. **Start-up budget.** The TCLT could apply for funding from the Wychavon Rural Fund to add to the £25,000 promised from the old village hall funds and its own funds of £5,000.
- c. **Equipment requirements.** The initial budget would have included the VAT reclaimed on building costs and this would be used to fund the equipment required in the new hall. A list of items was circulated.
- d. **Works required pre-handover to TCLT.** It was noted there were some matters that required attention from the original builder before the building could be handed over and a meeting is to be arranged.

It was also noted that two outside taps were required, especially important to ensure the newly laid turf is to thrive over the summer months. This was considered of such importance that it was **AGREED** to carry out the installation of two external taps as a matter of urgency, having reference to the council's Financial Regulations 4.1 and purchase the related equipment such as hose pipes.

14. Identify possible applicants for the Wychavon Rural Fund.

TCLT attention would be drawn to this.

15. Items for discussion at next meeting.

To be advised.

16. Date and time of next meeting.

The date of the next meeting would be held on a date before the next council meeting.

This meeting ended at 9.53pm.

Signed as a true record:.....

Date.....

Chairman, Strategy and Finance Committee

TIBBERTON PARISH COUNCIL

Reserves Policy

Date agreed		
Date of review	09/2024	

1. INTRODUCTION

Tibberton Parish Council is expected to maintain adequate financial reserves to meet the expenditure identified during the budget-setting process and to cope with possible emergency expenditure as and when it arises. The purpose of this policy is to set out how the council will determine and review its reserves.

2. POLICY GUIDANCE

For relevant guidance, the council refers to the Governance & Accountability for Local Councils Practitioners Guide 2023 which states at paragraphs:

1.13 Reserves — The authority needs to have regard to the need to put in place a General Reserve Policy and have reviewed the level and purpose of all Earmarked Reserves (EMRs).

5.28 Most authority reserves are held in instant or notice bank accounts or other short-term investments. Occasionally, circumstances necessitate authorities to make other types of investment, for example when saving for a future capital project or while deciding how to apply the proceeds of an asset sale or a donation.

5.30 As with any financial entity, it is essential that authorities have sufficient reserves (general and earmarked) to finance both their day-to-day operations and future plans.

5.31. Smaller authorities have no specific right to accumulate funds via the precept. All reserves should be reviewed and justified regularly (i.e. at least annually). It is good practice to transparently publish both the level and rationale of all reserves.

5.38. There is, in practice, no upper or lower limit to EMRs or Capital Receipts Reserves save only that they must be held for genuine and identifiable purposes and projects, and their level should be subject to regular review and justification (at least annually and at budget setting) and should be separately identified and enumerated. Significant levels of EMRs in particular may give rise to enquiries from internal and/or external auditors.

5.199. As authorities have no legal powers to hold revenue reserves other than those for reasonable working capital needs or for specifically earmarked purposes, whenever an authority's year-end general reserve is significantly higher than the annual precept or rates and special levies, an explanation should be provided to the auditor.

3. THE POLICY

Tibberton Parish Council agrees to follow the guidance in the Practitioners' Guide and in particular as set out in paragraph 2 above.

Reserves are categorised as follows:

A. Specific/Earmarked Reserves (EMRs)

Funding that is set aside for known or predicted liabilities and specific items of expenditure, which can be built up over a number of years to reduce the impact of any significant expenditure in one year. These reserves will be realistic and approved by the council.

Earmarked Funds to 31/03/2024, as below, totalling £83,409.12 + TBA:

- Landscaping at new village hall £20,000.00
- Completion of new village hall support (includes legal fees) £60,641.56
- CIL funding available 2019/20 £54.15
- CIL funding available 2021/22 £2,018.44
- CIL funding available 2023/24 £694.97

- Neighbourhood Plan budget for 2023/24 TBA
- In addition, the council will establish a fund to allow for an effective programme for the replacement of assets. TBA

Prior to identification of actual expenditure, these funds may be invested in keeping with the council's Investment Policy to ensure they provide a return whilst awaiting draw-down.

B. General Fund.

This is the 'working balance' required during the year for day-to-day expenditure. A slight surplus in this fund will help to cover uneven cash flows and avoid temporary borrowing in the event of, say, late arrival of precept.

The level of general reserves should not be significantly higher than the annual precept thus the amount held will be between three- and twelve-months' expenditure budget.

The General Fund amount will be risk assessed annually and approved by the council.

For the remainder of 2023/24 the General Fund will be £26,000.

C. Contingency Fund.

This is the amount held in reserve to help the council cope with any unexpected events or emergencies and includes for the possibility of:

- Unexpected challenge such as audit.
- A contested election or bye-election.
- Clerk illness.
- Cover for short term cash flow issues.
- Essential repairs/maintenance.
- Unexpected administration duties.
- Employment obligations.

For the remainder of 2023/24 the Contingency Fund will be £10,000.

Report on various issues to be found in Tibberton parish						
	*Priority is obviously an opinion and up for discussion					
	Abbreviations: WCH = Worcestershire County Council Highways, ROW = Worcestershire County Council Public Rights of Way, PC = Tibberton Parish Council, L/man = Lengthsman					
<u>I</u> <u>t</u> <u>e</u> <u>m</u> <u>n</u> <u>o</u> <u>.</u>	<u>A</u> <u>r</u> <u>e</u> <u>a</u> <u>.</u>	<u>I</u> <u>s</u> <u>s</u> <u>u</u> <u>e</u>	<u>R</u> <u>O</u> <u>W</u> <u>n</u> <u>u</u> <u>m</u> <u>b</u> <u>e</u> <u>r</u> <u>(</u> <u>s</u> <u>)</u>	<u>C</u> <u>o</u> <u>m</u> <u>m</u> <u>e</u> <u>n</u> <u>t</u> <u>s</u>	<u>P</u> <u>r</u> <u>i</u> <u>o</u> <u>r</u> <u>i</u> <u>t</u> <u>y</u> <u>*</u> <u>-</u>	<u>R</u> <u>e</u> <u>s</u> <u>p</u> <u>o</u> <u>n</u> <u>s</u> <u>i</u> <u>b</u> <u>i</u> <u>l</u> <u>i</u> <u>t</u> <u>y</u>
1	Plough Road off	No kissing gate	522 (C)	There is a gate here and it is perfectly usable.	Low	ROW
	Pershore Lane					
2	Plough Road off	No kissing gate	553 (C)	The ROW is perfectly usable as is.	Low	ROW
	Pershore Lane					
3	Plough Road/	Signs		1. Get temporary A boards with "Weak Bridge, 3 ton limit" as soon as possible.	High	WCH
	Crowle Road junc.			2. Install correct permanent signs of the above on BOTH sides of the road.		
4	Plough Road/	ROW signs	529 (C)	A single post for both footpaths to be installed at the reference given.	Low	ROW

	Ash Lane junction		551 (C)	Ash Lane 529 (C) has no stile or kissing gate but is perfectly usable.		
5	Plough Road	Narrow footway		Footway wants edging out and hedge cutting back. It's unlikely that the required 1.2m footway width will be there.	High	L/man
6	Plough Road	Hedge wants cutting back		Contractor required to flail along here as it is too difficult on a logistical or safety front for the lengthsman to do. If WCH are slow/reluctant to do this then the PC could consider hiring a contractor? Get the owner of Courtend Farm to do it as the (presumed) adjacent land owner for free?	High	WCH/PC
7	Back Church Lane	ROW signs and waymarking	547 (C)	No signpost for these footpaths and 552 (C) has no waymarking	Low	ROW
			552 (C)			
8	Church Lane	ROW sign	544 (C)	No signpost for footpath through Gordans Farm	Low	ROW
9	Church Lane	ROW sign	549 (C)	No signpost for the footpath here and it looks like the ROW doesn't actually exist on the ground	Medium	ROW
10	Hawthorn Rise	Gritsalt box			Low	WCH/PC
11	Evelench Lane	ROW sign	519 (C)	Evelench Lane beyond the village hall appears to be unadopted and comprises of 2 rights of way 519 (C) and 520 (C) presumably		

				running over an easement (?)		
12	Evelench Lane	Missing ROW	516 (C)	No sign, kissing gate or waymarking but the footpath is perfectly usable through	Low	ROW
				a gate		
13	Plough Road	Kerb sweeper		Both sides of Plough Road from the entrance to Courtend Farm to Foredraught	High	WCH
				Lane		
14	Plough Road	HGV signs		Unsuitable for HGVs signs to be placed somewhere e.g. Foredraught Lane/Plough	High	WCH
				Road junction so a HGV can reverse into Foredraught Lane? Obviously this is not		
				an ideal scenario but the buses do this and with the (presumed) development of		
				Plough Meadow it affords more protection for the bridge. Is there anything		
				stopping the installation of these signs at the Plough Road/Crowle Road junction?		
15	Plough Road	Gritsalt box for bridge		Some additional protection for the bridge. Generally waterways etc. are at the	High	WCH/PC
				lowest point around and can be "frost pockets".		
16	Foredraught Lane	Hedge wants cutting back		See item 6.	Medium	WCH/PC

17	Plough Lane	Missing ROWs	503 (C)	Missing signage and kissing gate for these footpaths. In fact, it would be very	Low	ROW/PC
			504 (C)	difficult to do so bearing in mind location. Suggest these rights of way be legally		
				diverted to come out on Plough Lane at option.way.streaking In any case it		
				appears to be informally so with 503 (C) already. 504 (C) which runs beside		
				the canal, doesn't appear to exist at all. This could be diverted down the track to		
				the property Marl Bank. A ROW signpost would be needed near the above		
				location		
16	Plough Lane	Signage		1. Restore the temporary A board to the M5 side that currently resides broken in	High	WCH
				the adjacent hedge. 2. Erect new weak bridge signs with the correct 3 ton limit.		
19	Plough Lane	Deep grips		A number of deep grips on the M5 side of Plough Lane that may be of hazard	Low	WCH
				to vehicles entering the verge. The "worst" of these could have bollards around		
				them. They would be an inconvenience to undertakes the verge cut		

TIBBERTON PARISH COUNCIL POLICY REVIEW CALENDAR

	Previous review	Date Reviewed	Next Review
Review at Annual Council Meeting			
Standing Orders	10/2022	16/05/2023	05/2024
Financial Regulations	10/2022	20/06/2023	05/2024
Code of Conduct	11/10/2022	Should have been 05/2023	05/2024
Committee Terms of Reference	23/03/2023	20/06/2023	05/2024
Strategy and Finance Committee, includes HR			
Asset Register		02/08/2023	01/2024
Complaints Procedure		04/04/2023	04/2025
Disciplinary Policy		02/08/2023	09/2024
Equality and Diversity		02/08/2023	09/2024
Grievance Policy		02/08/2023	09/2024
Health and Safety Policy		02/08/2023	09/2024
Internal Audit terms of reference		02/02/2023	02/2024
Internal Controls Statement		02/02/2023	02/2024
Insurance Policy		04/2023	03/2024
Investment Policy		02/08/2023	09/2024
Operational Risk Assessment		02/02/2023	02/2024
Record Management		12/01/2023	01/2025
Reserves and Balances Policy		02/08/2023	09/2024
Sickness and Absence Policy		02/08/2023	09/2024
Training Policy		tba	tba
Communications and PR Committee, includes Fol and GDPR			
Accessibility Statement (website)	17/10/2022	Under review	10/2023
Community Engagement Policy		27/07/2023	10/2024
Data Breach Policy		tba	tba
Data Protection Policy	undated	27/07/2023	10/2024
General Privacy Notice	undated	27/07/2023	10/2024
Media & Social Media Policy		27/07/2023	10/2024
Privacy Statement (website)	undated	27/07/2023	10/2024
Publication Scheme	undated	01/2023	01/2025
Recording of Meetings Policy		Tba	tba
Subject Access Requests		Tba	tba

Internal Audit recommendations arising from the internal audit for financial year ending 31/03/2023; to be read alongside the report, provided separately.

Recommendation 1

The Council undertake a comprehensive review of its financial control systems, introducing arrangements that ensure there is:

- effective controls to manage the Councils financial risks.
- compliance with the Councils Financial Regulations.

The Council develops polices and associated process appropriate to the Councils size and its activities in support of its governance and administration arrangements.

Note – the Acting Clerk has commenced this recommendation.

Recommendation 2

The Council formally establishes its position in respect of the ‘old’ Village Hall and respond appropriately.

Recommendation 3

The Council has recently introduced risk management arrangements, during 2023-24 the control processes need to be fully established with the effectiveness of those controls, and compliance with them, being assured, evidenced and reported.

Recommendation 4

The Council introduce a Reserves policy that identifies earmarked reserves (for specific projects and specific projected costs) with the balance being held as general reserves. The general reserves being set in the policy (a percentage of the years expenditure, [see JPAG guidance](#)). The level of reserves should be a factor when setting the coming year’s budget and precept.

Recommendation 5

The Council reviews its Asset Register and the arrangements operating to ensure the effective management of its assets, including inspections and associated record keeping.

To also note the council’s explanations for ‘no’ responses to the Annual Governance Statement for financial year ending 31/03/2023:

Assertion 2 explanation: [We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.]

The council did not maintain an adequate system of internal control during the first nine months of the financial year, but during the latter three months it has:

- adopted new procedures notably the Internal Controls Policy & the Operational Risk Assessment.
- Appointed a new, independent and competent internal auditor.
- Arranged the review of its finances by an independent accountant.
- Appointed a qualified clerk to provide support.
- Scheduled review of its Standing Orders and Financial Regulations.

Assertion 3 explanation: [We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.]

The council is concerned it did not comply with the law or proper practices with regard to the collection and payment of PAYE to HMRC. It has written to HMRC to seek guidance on this matter and is awaiting a response. The council is aware it lacked oversight of payroll matters and is putting measures in place to ensure this does not recur including the appointment of a payroll provider and purchase of appropriate finance software.

Assertion 8 explanation: [We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.]

Whilst the council is now working more openly and transparently the outcome of correspondence with HMRC, which may have a financial impact after the year end, is as yet an unknown hence the ‘No’ response.

TPC BUDGET as at 30/09/2023

	Actual 2022/23 to 31/03/2023	Budget 2023/24		
RECEIPTS				
Precept	36,509.00	35,993.00		
Council tax support grant	711.00	711.00		
Community Infrastructure Levy (CIL)				
Lengthsman Scheme grant	2,478.75	1,850.00		
Interest received	175.24	30.00		
Miscellaneous	350.00			
WCC divison member's grant				
From reserves				
VAT126 Refund				
VAT to be reclaimed				
Total	40,223.99	38,584.00		
PAYMENTS				
Chairman's allowance	-	-		
Public Works Loan Board repay	13,654.50	14,000.00		
Audit	75.00	800.00		
Bank Charges	323.08	80.00		
Staffing, salary costs	9,404.44	7,800.00		
Admin expenses	3,025.65	700.00		
Lengthsman	1,365.00	1,850.00		
Training, staff and councillors	-	500.00		
Elections	50.00	2,000.00		
Equipment	766.83	300.00		
Insurance	2,466.79	2,600.00		
Subscriptions	377.84	600.00		
Hire of meeting room	-	150.00		
Village Hall energy	2,840.99	1,000.00		
Village Hall landlord obligations	697.00	500.00		
Comms & PR C'ttee NEW budget line	-	-		
Village Hall contingencies	-	1,000.00		
Professional services	2,650.00	2,000.00		
VAS equipment and road safety	-	500.00		
Grants and donations	600.00	600.00		
Contingencies	-	1,554.00		
s137	-	50.00		
subtotal	38,297.12	38,584.00		
VAT	878.37			
Capital Expenditure from reserve				
Total	39,175.49	38,584.00		
Earmarked Reserves		2023/24 s.137 allowance £5,322.48		
New village hall landscaping	£20,000.00	Funds available as at 31/07/2023		
Total CIL received 2019/20	£1,536.00	Current account £118,996.00		
Total CIL received 2021/22	£2,018.44	Building Society account £6,310.00		
CIL received 2023/24	£694.97			
NB Spending of CIL Receipts is subject to rules on what it can be spent on but must be spent within 5 years of receipt. https://www.gov.uk/guidance/community-infrastructure-levy#spending-the-levy				