

TIBBERTON PARISH COUNCIL

MINUTES OF MEETING HELD THURSDAY 11th APRIL 2024, 7.30PM The New Village Hall, Vardroe Way, Off Hawthorn Rise, Tibberton, Droitwich, WR9 7TG.

Council Members present: Cllr Robbie Hazlehurst, Chair
Cllr Sarah Harfield, Vice-Chair
Cllr Helen Savage
Cllr Trevor Knight
Cllr Liz Morton
Cllr Margaret Rowley

Council Members absent: Cllr June Woodwood, Cllr Marc Bayliss (Worcs CC)

In attendance: Rachel Hinton-Jones Clerk and Responsible Finance Officer (RFO)
Four members of the public

1. Chair's Welcome

The Chair opened the meeting and welcomed four members of the public.

2. Recording of Meetings Policy- (Appendix A p6-7)

Policy Adopted & Agreed. The Chair informed everyone that this will remain as a standing agenda item:

The right for the public and press to attend a Parish Council Meeting is established under the Openness of Local Government Regulations 2014 as well as the right to record, film and broadcast meetings. In accordance with Tibberton Parish Council's Policy on "Recording of Meetings", adopted in March 2024. if anyone wishes to film, photograph, or audio record a public meeting of the Parish Council they must inform the Clerk at least 24 hours in advance to ensure the obligations under the Data Protection Act, Human Rights Act, and other legislation are met.

3. Code Of Conduct

The Chair reminded everyone of the code of conduct as outlined on the agenda, which will remain as a standing agenda item.

4. Apologies. Cllr June Woodland, Rich Minor (Neighbourhood Watch) & Rob Grimer (Public Rights of Way Officer & Parish Hall Chair)

5. Declarations of interest.

None.

6. Written requests for dispensation.

No requests for dispensation have been received.

7. Public forum.

a) Update regarding matters raised by Members of the Public at previous Council Meetings

- I. Bridge Signage Audit and other Highways matters: The Chair has again requested an update from Cllr Marc Bayliss and the Highways Manager regarding the placing of the additional bridge weight limit signs. The potential for the temporary weight limit to become

- permanent is currently being discussed by the Canal & River Trust and Worcestershire Highways.
- II. Other matters raised were dealt with in the minutes of the previous meeting.
 - a. Update regarding the parking concerns at Foredraught Lane, Cllr June Woodland to provide an update at the next Parish Council meeting.
- b) An opportunity for parish residents to raise matters of interest or concern.
- I. The requirement for the safety mirror to be replaced at the end of Church Lane; A request to replace the mirror has been sent to the Highways Manager, Barry Barnes, from whom a response is awaited. A suggestion from a member of the public was whether a sign could be erected before the junction stating Slow Concealed Entrance Ahead. Request to be sent to Cllr Marc Baylis and the Highways Manager.
 - II. A member of public raised concern regarding work vehicles blocking visibility adjacent to Ash Lane, Note to be sent to Network Rail expressing concern.
 - III. A member of the public asked for further clarification regarding the recording of meetings policy. Full assurance was given that if anyone objected, they would be accommodated in another room, and that anyone wishing to record must provide the Clerk with 24 hours' notice to do this.
- c) To receive a report or update from any community representatives.
- i. County Council
No update provided.
 - ii. District Council
Cllr Margaret Rowley provided an update on the following:
 - **Street Cleaning**
The street cleaning schedule for Tibberton is four times a year in January, April, July, and October. Although an emergency clean was set up in November because the schedule had not been kept to.
 - **Nail Incidents**
The problems with sharp objects on the road have been reported to the Community Safety Officer at Wychavon by Cllr Rowley to see if they could use mobile CCTV cameras on our roads.
 - **Waste Bins**
We are still waiting for a meeting to be arranged with the Cleansing Officer, Clerk to follow up.
 - iii. Police - SNT Droitwich Town East and Rural East
No update provided.
 - iv. Canal & River Trust - Cllr Margaret Rowley provided an update on the following: New deer guards were placed around most of the recently planted fruit trees on 5 April. This coming Friday 12th April the CEO of the Trust will be visiting the site along with Nigel Huddleston MP. There will be another community activity day soon.
 - v. Neighbourhood Watch – Rich Minor provided an update on the following: There has been an uptake in membership for the NHW scheme of 10% during the last month. All new residents are being offered membership including a SmartWater kit (whilst availability remains) - due to family illness Rich Minor stated that he was having to step down as the Tibberton NHW coordinator and is actively seeking a replacement & will facilitate the handover as soon as possible.
 - vi. Speed Watch - Cllr Margaret Rowley provided an update on the following: The team has started operating regularly again following the spell of bad weather. On 30/05/2024 West Mercia's Community Speed Watch will be 10 years old. On this date in 2014 our first CSW group was formed in Crowle and many more groups have been established since then. Tibberton CSW has been operating since February 2018.

- vii. Public Rights of Way- (To include an update regarding the footpath at the Forge, Plough Road) Rob Grimer (Public Rights of Way Officer & Parish Hall Chair) updated on the following:
Nothing to report.

8. **To approve the draft minutes** of the Council meeting held 14th March 2024, to then be signed as a true record by the Vice Chair, **all proposed and agreed with corrections/amendments below applied (Appendix B p8-11)**

Amendments noted and agreed:

- I. Apologies incorrect, Rob Grimer to be removed. **-Corrected**
- II. Incorrect date of 12th April 2024 for the Neighbourhood Plan Consultation Event, this should be 20th April 2024 - **Corrected**

9. **Planning To comment on any planning application consultations notified by the Planning Authority and note any updates.**

- a) To comment on any planning application consultations notified by the Planning Authority and note any updates. [Planning Weekly List - Wychavon District Council](#)
No new updates

10. **Updates to previous Parish Council business**

- a) Litter bin provision in Tibberton Note: Correspondence from Phil Childs at Wychavon District Council received by the clerk on 8th April 2024. Clerk to follow up.
- b) Official Opening of the Village Hall – 22nd June 2024. Cllr Margaret Rowley to contact Wychavon District Council for sponsorship of this event.
- c) Community Safety Event with Wychavon Community Safety team Is a 'drop in' event which will take place on Monday 22nd April from 5pm to 8pm. Flyers to be issued to all residents and be published on the Parish Council website. A great opportunity for residents to have valuables marked, and to receive useful safety information.
- d) Defibrillator for Village Hall
Match funding of £750 was provided from the Parish Council. This is due to be delivered within the next few weeks. Mike Leci' has confirmed he will maintain the new Defibrillator as well as the one on the Parish Hall.
- e) New Solar Powered VAS unit.
This has now been delivered and the Lengthsman will install it week commencing 15th April 2024.
- f) Organisations responsible for removing Fly tipping, flooding, debris on road following accident. This depends on where it is. If it is on private land, then this is a landowner issue. Worcestershire Highways and Wychavon District Council are responsible for the areas they manage.

11. **Finance:**

- a) Verbal update from the meeting of the Strategy & Finance Committee on 4th April 2024 With a request to approve the following polices:
 - Asset Register
 - Internal Audit terms of reference
 - Internal Controls Statement
 - Operational Risk AssessmentAll were proposed and **AGREED**.
- b) The Clerk provided an update on the preparations for the Internal Audit on 19 April and outlined the planning and progress underway to support the documents required for the Audit.
- c) The next Strategy & Finance meeting is at 7:00pm on Thursday 6th June 2024.
- d) The payments schedules for 19th March 2024 & 31st March 2024 & 3rd April 2024 (**Appendix C p12-14**) were approved
- e) To approve the format of future Budget reports to the Council, **AGREED (Appendix D p15)**

12. Committees:

a. Communications & PR Committee verbal update:

Village Map: Errors were found by Cllr Maragret Rowley, and these amendments have been issued to the supplier who is producing the map. This has however incurred an additional charge of £36.00, approved on 3rd April 2024, as per the attached payment schedule. This has now been issued to the printers to produce. On receipt we need to decide on the best location for the map.

Website: We are pursuing the practicalities of the website with the provider, NetWise for which a meeting is being arranged.

Logo Competition: A meeting has taken place with the winner of the Tibby Times logo competition, and a £50 amazon voucher awarded. We also have permission to use any of the designs for Parish Council activities. The other designs were shared at the meeting.

b. Neighbourhood Plan Working Group update:

A further invitation to join this working group has been published in the Spring edition of the Tibby Times. The event boards for the Consultation Event are currently being put together to display at the event being held on 20th April 2024 from 2pm to 5pm. Cllr Robbie Hazlehurst & Cllr Margaret Rowley attended a recent CALC meeting, where it was made clear that unless a SWDPR is in place, the Parish Council will not be in a position to finalise the Neighbourhood Plan.

13. Tibberton Village Hall

a) To receive any update requiring the Parish Council's input.

- External Collection storage lockers

Parish Council and the Village Hall Management Committee (VHMC) to invite feedback from the village via a poll of the village.

Flyer to be produced and delivered to all village residents.

- External landscape maintenance

Works now complete. Turfing will now take place rather than seeding to support the opening event in June. VHMC are currently reviewing what outside seating to purchase to allow full flexibility of use. A large, shed arriving in the next week. The grounds maintenance contract that the Parish Council funded will come to an end in 3 months' time. VHMC are looking at other providers to maintain the grounds.

Cllr Sarah Harfield shared the AA Salt quote for the provision of Grit bins and their refilling.

14. Items for decision or further consideration

School Transport – Representatives from Worcestershire County Council.

- Cllr Marc Baylis and Cllr Trevor Knight to arrange this meeting, virtually to explore options.

15. Review of correspondence including emails received not mentioned elsewhere:

- None

16. Parish Hall Conversion to Community Hub and Shop

- Next steps to discuss the merger of the Parish Hall Charity with TCLT and the transfer of assets. Trustees of the Parish Hall to meet to endorse the proposal. The meeting date scheduled for 23rd April 2024 clashes with the Parish Council Annual review meeting. Cllr Margaret Rowley & Cllr Trevor Knight to confirm available dates with Rob Grimer.

17. Members to put forward items for discussion at future meetings.

- None

18. Date and time of next meetings:

Time corrected from 7pm to 7:30pm for the following meetings:

- Annual Council Meeting, 9th May @ 7:30pm, apologies from Cllr Helen Savage
- Annual Parish Meeting, 23rd May @ 7:30pm, apologies from Cllr Liz Morton & Cllr Helen Savage
- May Neighbourhood Planning date TBC

19. Programme of Committee and Working Groups for May 2024 (Appendix E p16)

This meeting ended at 9:05pm

..... Date
 Signed as a true and accurate record by the Chair

Tibberton Parish Council Members
 Cllr Robbie Hazlehurst, Chair. Cllr Sarah Harfield, vice-Chair.
 Cllr Trevor Knight, Cllr Liz Morton, Cllr Margaret Rowley, Cllr Helen Savage, Cllr June Woodland.

Appendix A

TIBBERTON PARISH COUNCIL

Recording of Meetings Policy

1. Legislation

The Openness of Local Government Bodies Regulations 2014 (“the 2014 Regulations”), amended s.1 of the 1960 Act with effect from 6th August 2014 (England only). Subject to exceptions explained in points 2 and 3 below or if the meeting has resolved to exclude the public, the 1960 Act permits any person (including the press) who attends a council (or committee) meeting to report on the proceedings of the meeting. The new provisions of the 1960 Act address the existence of different means of reporting which include the use of social media. “Reporting” is defined in s.1(9) of the 1960 Act to include:

- Filming, photographing or making an audio recording of proceedings at a meeting (e.g. using a mobile phone, tablet such as an iPad, filming for a TV broadcast, recording for a radio broadcast);
- Using any other means for enabling people not present at a meeting to see or hear proceedings as they take place or later (e.g. live streaming)
- Written reporting or commentary on the proceedings during or after a meeting or oral reporting or commentary after the meeting. Examples of written reporting or commentary include blogging, posting comments on Facebook or tweeting.

Section 1 (4A) of the 1960 Act confirms that a person present at the meeting does not have a right to give an oral report or commentary during a meeting as such actions could be disruptive to the meeting. Such oral commentary or reporting can be given after the meeting and the person will need to ensure that his/her oral or written report of a meeting does not give rise to a libel claim.

The right to ‘report’ on a meeting as defined in s.1(9) of the 1960 Act is limited to reporting on the proceedings of a meeting which includes a reference to people who simply attend the meeting and those who participate in the meeting. There is an expectation that any reporting will focus on the proceedings of a meeting and those who participate in it, rather than those who are simply attending.

○ **Children and vulnerable adults**

Filming, recording, photographing or other reporting of children and the vulnerable may only take place with the consent of a responsible adult, which in the case of a vulnerable adult is a medical professional, his/her carer or legal guardian and, in the case of a child, is his/her parent, legal guardian or teacher.

2. Purpose

The purpose of this policy is to provide clarity to the members and employees of Tibberton Parish Council and to members of the public who may be attending parish council meetings.

3. Scope

This policy covers the recording of Tibberton Parish Council meetings. Meetings shall include those of full council and of committees, and recording shall be permitted of only those meetings, in full or in part, that are open to the public.

4. Implementation

- At the start of a meeting, the chairman shall remind everyone in attendance and who will be participating in the meeting that, subject to points 2 and 3 above, they may be filmed, recorded, photographed, or otherwise reported about.
- At the start of a meeting the chairman shall ask if anyone present is intending on filming, recording, or photographing the meeting.
- If someone present is intending on filming, recording or photographing the meeting then the council shall make available a separate area to accommodate members of the public who are present at the meeting and do not wish to participate in the meeting but who object to being filmed, recorded, photographed or otherwise reported about and children and vulnerable adults, where the relevant responsible adult has not given consent for them to be filmed, recorded, photographed or otherwise reported about.
- The behaviour or activities arising from a person's filming, recording, photographing or other reporting of proceedings must not disrupt the meeting or obstruct the transaction of business. If such behaviour or activities do disrupt a meeting the chairman shall ask for such disruptions to cease. If disruptions continue the chairman shall move a motion requiring anyone disrupting the meeting to leave.
- Members and employees of Tibberton Parish Council should be fully engaged when attending meetings and should therefore refrain from blogging, posting comments or tweeting during meetings. The person filming, recording, photographing, or reporting has a responsibility to ensure that any personal data of individuals is used in accordance with the General Data Protection Regulation.

5. Notes

Further guidance to assist the Council in the application of this policy can be found at:

- NALC Legal Topic Note 5/June 2015/Parish and Community Council Meetings
 - Department for Communities and Local Government guide
www.gov.uk/government/publications/open-and-accountable-local-government-plain-english-guide
-

TIBBERTON PARISH COUNCIL

MINUTES OF MEETING HELD THURSDAY 14th MARCH 2024, 7.30PM The New Village Hall, Vardroe Way, Off Hawthorn Rise, Tibberton, Droitwich, WR9 7TG.

Council Members present: Cllr Sarah Harfield, vice-Chair
Cllr Helen Savage
Cllr Trevor Knight
Cllr June Woodland
Cllr Marc Bayliss (Worcs CC)

Council Members absent: Cllr Robbie Hazlehurst, Cllr Margaret Rowley & Cllr Liz Morton

In attendance: Rob Grimer (Public Rights of Way Officer & Parish Hall Chair) &
Rachel Hinton-Jones Clerk and Responsible Finance Officer (RFO)

10. Chair's Welcome

The Chair opened the meeting and welcomed seven members of the public.

11. Code Of Conduct

The Chair reminded everyone of the code of conduct, which will remain as a standing agenda item.

General Conduct

1. Respect

As a Councillor and as a member of the public:

1.1 We treat other councillors and members of the public with respect.

1.2 We treat local authority employees, employees, and representatives of partner organisations and those volunteering for the local authority with respect and respect the role they play.

12. Apologies. Cllr Rich Minor (Neighbourhood Watch)

13. Declarations of interest.

None.

14. Written requests for dispensation.

No requests for dispensation have been received.

15. Public forum.

d) Update regarding matters raised by Members of the Public at previous Council Meetings

- I. Bridge Signage Audit and other Highways matters: The Chair has again requested an update from the Highways regarding the placing of the additional bridge weight limit signs. The potential for the temporary weight limit to become permanent is currently being discussed by the Canal & River Trust and Worcestershire Highways. Cllr Marc Bayliss confirmed this is being followed up and will include missing and incorrect signage.
- II. Other matters raised are dealt with in the minutes of the previous meeting.

- e) An opportunity for parish residents to raise matters of interest or concern.
- IV. The end of Foredraught lane often has a car parked on the side of the road before the junction, which is causing a hazard. Cllr Marc Bayliss confirmed that all vehicles must apply to the 10-meter rule of parking near a junction. Enforcement is recommended, the Police to do this.
A suggestion from the public was asked if a picture of the number plate could be taken and sent to the Police? Cllr Marc Bayliss suggested this be sent to ops snap and West Mercia Police will send a letter to the registered keeper of the vehicle.
A further suggestion was could a polite notice be displayed on the railings, highlighting it's illegal to park within 10 meters of a junction. Cllr June Woodland will contact West Mercia snap ops.
- V. A member of the public asked why all but two of the trees in front of Hillside have been pollard during the recent work completed by Platform. Cllr Sarah Harfield will ask Platform the question and share the contact email for Platform.
- VI. It was also asked if the wall was going to be repaired. Cllr Sarah Harfield confirmed this is on the works schedule and will follow up a progress update.
- VII. There used to be a mirror positioned at the end of Church Lane, to support drivers visibility. This is no longer in place, and it was asked if this could be replaced. The original mirror was put in place by a resident. Barry Barnes to be contacted to confirm if this is a planning issue?

f) To receive a report or update from any community representatives.

viii. County Council

Cllr Marc Bayliss updated on the following:

Application for the divisional fund grant of £3k has been received, and The Parish Council have allocated these funds to a new VAS sign.

County Council can support funding a Defibrillator for the New Village Hall from 1st April 2024. Match funding required of £750.00, which TPC will support to prevent delay.

Cllr Marc Bayliss updated the parking meeting with Tibberton school, with a sensible compromise agreed, along with positive activity made. The funding of £500 has also been awarded to Tibberton School towards the school library.

Flooding has been a major issue across the county. Severe problems in Himbleton and continuing to work on local solutions.

There may be an opportunity to explore funds from Police & crime commissioners for flooding warning signage.

This has been a tough financial year, with an overspend of £20 million relating to Children in social care. One child in care can exceed £60k per year. If anyone is looking to Foster then please contact Cllr Marc Bayliss, and to note these Children do have significant behavioural issues.

Home to school transport has doubled in the last 2 years, with more Children registered on health care plans. To meet demand the County Council, must fund taxi's to support.

All services have remained, with no closure of services or impact. Changes made to date and will continue are around staffing levels, with a further 400 job cuts in 2024/25.

Divisional fund of £10k per annum remains, as well as £22k for road activities for 2024/25.

ix. District Council

Cllr Margaret Rowley provided an update on the following:

Progress with the South Worcestershire Development Plan Review (SWDPR)

When the documents were submitted to the Planning Inspectorate for independent scrutiny towards the end of last year, it was expected that the dates of public hearings to provide the inspectors the opportunity to ask questions on the plan and the evidence supporting it would have been announced by now. However, while the inspectors have made good progress in preparing for the hearings, they have asked for some evidence documents to be updated first to avoid delays later in the process. Recent changes in planning regulations also needed to be included. In addition, inspectors are asking for more information about the impact of increased traffic generated by the plan.

Health & Wellbeing Hubs.

Wychavon has promised to support existing health and wellbeing hubs in rural areas and introduce tailored health and wellbeing support in at least ten villages by 31st March 2028. Training people in rural communities to champion health and wellbeing and signpost appropriate support is also a priority.

- x. Police - SNT Droitwich Town East and Rural East- PCSO Vicky Elliott confirmed nothing to report this month.
- xi. Canal & River Trust - Cllr Margaret Rowley confirmed nothing to report this month.
- xii. Neighbourhood Watch – Rich Minor provided an update on the following:
There will be a home/property security event at the village hall next month, April 2024, which will be hosted by the community safety team from Wychavon. Elliott Nixon from Wychavon will publicise the event via the NHW WhatsApp group. Further details to follow.
- xiii. Speed Watch- Cllr Margaret Rowley confirmed nothing to report this month.
- xiv. Public Rights of Way- (To include an update regarding the footpath at the Forge, Plough Road) Rob Grimer (Public Rights of Way Officer & Parish Hall Chair) updated on the following:
Over the winter Footpath 531 running from the end of Foredraught Lane to Plough Road has been 'blocked' by a 1.3m tall fence, that makes the footpath un accessible. The landowner has been approached who said it is, so his dog doesn't escape. I consider it to be an obstruction to the Public Right of Way, photos have been taken and now reported it to the appropriate authority. Cllr Marc Bayliss will progress this.
Cllr June Woodland highlighted the electric fence in Foredraught lane that runs across the footpath. Photos to be sent to Public Rights of way Office Rob Grimer.

16. To approve the draft minutes of the Council meeting held 8th February 2024, to then be signed as a true record by the Chair, **all proposed and agreed** ([Appendix A p5-9](#))

17. Planning To comment on any planning application consultations notified by the Planning Authority and note any updates.

- b) To comment on any planning application consultations notified by the Planning Authority and note any updates. [Planning Weekly List - Wychavon District Council](#)
No new updates

9. Updates to previous Parish Council business

- d) Litter bin provision in Tibberton Village **Note:** A meeting request has been sent to the officer at Wychavon Council to discuss the proposals, still awaiting confirmation.
- e) Official Opening of the New Village Hall potential date will be late June 2024.
- f) Spring Edition of the Tibby Times published and delivered. Started planning for the next edition, Summer 2024. Received some amazing logos for the Tibby Times logo competition. Winner to be announced and awarded a £50 amazon gift card.
- g) A Community Safety event has now been confirmed with Wychavon Council Community Safety team for Monday 22nd April from 6pm – 8pm in the Village Hall. This will also include the Bike marking scheme. Further communication will be issued shortly.

10. Finance:

- a. The next Strategy & Finance meeting is at **7:00pm on Thursday 4th April 2024**
- b. Payments schedule for 01/03/24. **Approved.** ([Appendix B P10](#))

11. Committees:

- c. Communications & PR Committee verbal update:

Next edition of Tibby Times to be issued June 2024, deadline for all correspondence will be 20/05/24.

Update on roles of councils very well received as useful information. Village map has now progressed well, and amendments will be finalized by mid-April 2024. License still to be explored if this can be published on Tibberton's website.

Continuing to work around website providers, and working with current provider on how we can modify and make the current website easier to locate items. Logo competition winner chosen and to award prize winner.

d. Neighbourhood Plan Working Group update:

Presentation on Neighbourhood Plans and responding to planning applications from the Wychavon Area CALC meeting held on 6th March, along with a presentation from Chief Inspector Brian Gibb. A further invitation to join this working group has been published in the Spring edition of the Tibby Times. The event boards are currently being reviewed for the event being held on 20th April 2024, 2pm to 5pm

12. Tibberton Village Hall (New)

To receive any update requiring the Parish Council's input.

- Fencing to southern boundary is now completed.
- Main Hall lighting works in progress.
- Committee and Meeting room lighting completed.
- External car park lighting sensor completed.
- External Collection storage lockers, a full review and public consultation to take place regarding this.

13. Items for decision or further consideration

School Transport – Representatives from Worcestershire County Council.

- Cllr Marc Baylis confirmed this is still under review. Cllr Trevor Knight to look at potential dates to arrange a zoom meeting with Worcestershire County Council to explore options.

14. Review of correspondence including emails received not mentioned elsewhere:

- Blocked gully pictures received from resident. These have been shared with the Lengthsman, who confirms they have been logged accordingly.

15. Parish Hall Conversion to Community Hub and Shop

- Following communication received from the Charity Commission a meeting has been called with key partners on Monday 25 March to determine the next steps.

16. Members to put forward items for discussion at future meetings.

- Identify which organisations are responsible for i.e. Fly tipping, flooding, debris on road following accident and shopping trolley, who is responsible for removing?

17. Date and time of next meeting – 11th April 2024 @ 7:30pm

18. Programme of Committee and Working Groups for April 2024 (Appendix C p11)

This meeting ended at 8:45pm

.....
Signed as a true and accurate record by the Chair

.....
Date

Tibberton Parish Council Members

Cllr Robbie Hazlehurst, Chair. Cllr Sarah Harfield, vice-Chair.

Cllr Trevor Knight, Cllr Liz Morton, Cllr Margaret Rowley, Cllr Helen Savage, Cllr June Woodland.

Payment sheet 19th March 2024

Invoices for payment to be approved at meeting: 14th March 2024					
Voucher no.	Invoice ref	Payee	Reason for payment	Gross amount	VAT reclaimable
V85	TVH-2023-14	TCLT	Budget meeting 04/12/23	21.00	0
V86	TVH-2023-31	TCLT	NP 15/01 S&F 11/01	21.00	0
V87	TVH-2023-42	TCLT	NP 26/02 Comms 12/02 PC 08/02 S&F 08/02	38.50	0
V88	Invoice 3328	Netwise	Memory upgrade	66.72	11.12
V89	Inv5982	Ocean Blue	Tibby Times spring edition	313.50	0
Invoices now awaiting payment for work carried out since					

Date	Payee	UTB Transaction reference no.
V85	TCLT	924013198
V86	TCLT	498220992
V87	TCLT	373946458
V88	Netwise	150864425
V89	Ocean Blue	481630447

Checked Unity Trust Bank system.

Rachel Hinton-Jones

Clerk/RFO

19/03/24

UTB Administrator, Rachel Hinton-Jones

Council signatory.....

Council signatory.....

Payment sheet 31st March 2024

Invoices for payment to be approved at meeting: 11th April 2024					
Voucher no.	Invoice ref	Payee	Reason for payment	Gross amount	VAT reclaimable
V90	07635	London Hearts	Match funding Defib NVH	750.00	0
V91	4523	Graham Signs	Laminated map on alum board	90.00	15.00
V92	DW 146360	Mike Leci	Defib Pad renewal Parish Hall	77.94	12.99
V93	PE 25/03/24	Jeremy Moore	Worksheet period ending 25/03/24	256.00	0
V94	SAJ-UK/2024/01615	Elan City	Speed camera	2700.00	450.00
Invoices now awaiting payment for work carried out since					

Date	Payee	UTB Transaction reference no.
V90	London Hearts	390517505
V91	Graham Signs	962593549
V92	Mike Leci	191959437
V93	Jeremy Moore	48937154
V94	Elan City	121952656

Checked Unity Trust Bank system.

Rachel Hinton-Jones

Clerk/RFO

31/03/24

UTB Administrator, Rachel Hinton-Jones

Council signatory.....

Council signatory.....

Appendix E

May 2024	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
	We	Th	Fr	Sa	Su	Mo	Tue	We	Th	Fr	Sa	Su	Mo	Tue	We	Th	Fr	Sa	Su	Mo	Tue	We	Th	Fr	Sa	Su	Mo	Tue	We	Th	Fr
Parish Council meeting									Annual Council Meeting														Annual Parish Meeting								
Strategy & Finance						BH			7:30pm														7:30pm				BH				
Communications/PR		7pm																													
Neighbourhood Planning WG																															