



BLEADON PARISH COUNCIL

Southerly, Purn Way,
Bleadon,
North Somerset. BS24 0QF
www.bleadonparishcouncil.co.uk
parishclerk@bleadonparishcouncil.co.uk

7th February 2023

Members of the public and press are entitled to be at the following meeting in accordance with the Public Bodies (Admission to Meeting) Act 1960 Section 1 unless excluded by the Parish Council by resolution during the whole or part of the proceedings. Such entitlement does not however include the right to speak on any matter except at the commencement of the meeting given over specifically for that purpose.

Dear Councillor:

You are summoned to attend a Meeting of Bleadon Parish Council, to be held at The Coronation Hall, Coronation Road, Bleadon. BS24 0PG on Monday 13th February 2023 at 7pm, when the following business will be transacted.

Kirsten Hemingway

Chairman in the absence of the Clerk

Before the meeting begins there will be a public participation session – *This session is open to the Public to present comments, observations, information, petitions or lead deputations and is the only time members of the public may participate. (Please note that the Council is unable to make formal decisions under this item LGA1972 Sch 12, paras 10(2)(b))*

- i) Members of the public.
- ii) Ward Councillor's report.

AGENDA

361.1. To receive Apologies for Absence (LGA 1972 s85 (1))

361.2. Declarations of Interests

(Members to declare any interests, including Disclosable Pecuniary Interests they may have in agenda items that accord with the requirements of the Parish Council's Code of Conduct and to consider any prior requests from members for Dispensations that accord with Localism Act 2011 s33(b-e). (NB this does not preclude any later declarations)

361.3. To agree the recruitment of a Locum Clerk for 10 hours a week until the appointment of a Clerk (page 3 & 4).

361.4. To approve and sign as a correct record the following Minutes of the Parish Council:

- i) Monday 14th of November 2022 (pages 5-9)
- ii) Monday 12th of December 2022 (pages 10-13)
- iii) Monday 16th of January 2023 (page 14-17)
- iv) Monday 30th of January 2023 (page 18)

361.5. To agree the recruitment of a Finance Officer for up to 7 hours a week at £18 an hour to complete the 2022 / 2023 accounts, facilitate the external audit, begin the new financial year and hand over to the new Clerk / RFO (page 19).

361.6. To agree the process for hiring a new Clerk.

361.7. To ratify the responses provided to the questions raised in relation to the 2021/22 AGAR (pages 20 & 21 second response to follow).

361.8. To authorise bills for payment for January (page 22).

361.9. To note the Parish Council's end of January's budget position and bank reconciliations (pages 23 – 30).

361.10. To note and comment upon planning applications.

- i) **22/P/2741/FUL Woodlands Farm Mearcombe Lane Bleadon BS24 0NZ**
Erection of agricultural store building (retrospective)
- ii) **23/P/0007/MMA Land off Purn Way Bleadon BS24 0QF**
Minor material amendment to 21/P/0527/OUT (Outline application for the erection of 14no. dwellings, with access and layout for approval and appearance, scale and landscaping reserved for subsequent approval) for the variation of condition 4 (approved plans) and condition 5 (Site Access and Visibility Splay) to allow for a revised access/visibility splay.
- iii) **23/P/0063/AOC Bleadon Quarry Bridge Road Bleadon North Somerset BS24 0AU**
Request to discharge condition numbers 29, (Bat roosting), 30, (Updated ecology report), 32, (LEMP) and 44 (Foul drainage strategy) on application 19/P/0835/OUT.
- iv) **23/P/0074/FUH The Nook Bridge Road Bleadon North Somerset BS24 0AU**
Proposed erection of a single storey front extension.
- v) **23/P/0147/FUL Belle Vue Roman Road Bleadon BS24 0AB**
Proposed Demolition of existing bungalow and erection of a two storey replacement dwelling.

361.11. To note planning decisions for information

- i) **21/P/3433/FUL Land at Gorselands Roman Road Bleadon BS24 0AD**
Change of use of land to retain and allow existing campsite to operate independently of the Camping and Caravanning Club rules. **APPROVE**
- ii) **22/P/1923/AOC Bleadon Quarry Bridge Road Bleadon North Somerset BS24 0AU**
Discharge of condition No. 43 (programme of archaeological works) on application 19/P/0835/OUT. **APPROVE (discharge condition) (RDC)**
- iii) **22/P/1993/FUL Woodlands Farm Mearcombe Lane Bleadon North Somerset BS24 0NZ**
Change of use of unlawful residential building to residential use and the change of use of the land from agricultural to residential use and change of use of workshop building to ancillary residential use in association with the main residence. **APPROVE**

361.12. Exclusion of the press and public. (The Committee is recommended to resolve that members of the press and public be excluded from the meeting during consideration of agenda item 12 by reason of the confidential nature of the item of business to be transacted, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960).

361.13. To discuss how the additional work for the 2021/22 financial audit is to be completed.

361.14. Date of the next meeting –

Monday 13th of March 2023, 7pm Parish Council Meeting at the Coronation Hall

To agree the recruitment of a Locum Clerk for 10 hours a week until the appointment of a Clerk

- The administration of the affairs of the Council
- Advising the Council on policy matters
- Guiding the Chairman on procedural issues
- Ensuring that Council decisions after due deliberation are conducted according to the relevant rules, regulations and procedures.

ALCA (Avon Local Council Association) – Currently Liz Shayler is the only ALCA approved locum who is available to take on the role.

For your information she is currently a CILCA qualified Clerk and Responsible Financial Officer working for Banwell Parish Council. She is also a member of the ALCA Committee representing North Somerset and the representative for North Somerset for SLCC. She can offer up to 10 hours per week at a rate of £25.00 per hour and is able to start immediately for approximately 3 months. References are available.

SLCC (Society of Local Council Clerks) - offer a locum service via the Local Council Consultancy (LCC) see form below. The fee runs from £25 to £40 an hour depending on the needs of the Council.



Request for a Locum Clerk from Local Council Consultancy (LCC)

Name & Address of Organisation: Website:
Name & Role of Primary Contact: Phone: Email:
Overview of Council (i.e. size of Council - population served, number of staff, number of Councillors, precept etc):

Overview of Requirement/Background:
Main Responsibilities of Role:
Finance Package Used:
Duration of Contract (i.e 3 months plus desirable start date):
No of Hours Per Week required (please note any specific days/times that apply):
Location of work (please also advise if it is possible for the work to be undertaken on a remote basis or hybrid basis ie part office/part home working, as this will enable us to broaden the search):
Essential skills/knowledge required:
Any other relevant information:

BLEADON PARISH COUNCIL

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Bruce Poole BA (Hons) FSLCC MMC

Parish Clerk & RFO

Mobile 07453 358318

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Rooftop

10 South Street

Burnham-on-Sea

Somerset TA8 1BS

Mrs Sara Hughes

Read out a prepared statement relating to the challenges facing the Parochial Church Council (PCC) with regards to the lack of lighting when the floodlighting to the Church Tower is off. Currently it is timed to operate between 5.00 pm and 11.00 pm. The Porch Light is in-operable. She summed up all of the concerns by requesting that the Parish Council consider (a) underwriting annually the cost of the floodlighting and (b) repairing the two current dysfunctional lights. She was thanked for her attendance by the Chairman whereupon she departed from the meeting.

District Councillor Mr Terry Porter

He congratulated the Council on the success of the recent Contactus Meeting and indicated that he had mentioned it to Hutton Parish Council in the hope that they would organise something similar. He also congratulated the Bleadon in Bloom Group on their awards which qualifies them for the Championship Group next year. He informed the meeting that it was difficult to find funding for the bus service. And added that buses are unreliable lack of drivers and usage is poor. He then retired from the meeting.

Mrs I D Clarke (Councillor)

Asked the Chairman that in light of the timing of the meeting of the Summons to the meeting whether or not it is legal to hold the meeting. She deferred to the Parish Clerk who provided a synopsis of the actions that he had taken prior to the meeting. He concluded by confirming as the Proper Officer he was satisfied that the calling of the meeting was legal and as a consequence of that advice the meeting should proceed. The Chairman proceeded to formally open the meeting.

MINUTES

Minutes of a Meeting of Bleadon Parish Council held on Monday 14th November 2022 at The Coronation Hall Coronation Road Bleadon that commenced at 7.00 pm when the following business was transacted.

PRESENT

Chairman Kirsten Hemingway with Councillors Mrs I D Clarke Ann Davies Huw Boyce Sara Garrett Graham Getty Gill Williams and the Parish Clerk Bruce Poole

In addition there were five members of the public present plus District Councillor Terry Porter.

357.1 To receive Apologies for Absence and to approve the reasons given.

Cllr. Mrs M Sheppard

357.2 Declarations of Interests

356.6.2113 Cllr I D Clarke

357.3 To approve and sign as a true and correct record the Minutes of the Parish Council Meeting held on Monday 10th October 2022.

Resolved to take the recently circulated Minutes of the Parish Council Meeting held on Monday 10th October 2022 as read approve them as being a true and accurate record of what took place and be signed as such by the Chairman.

357.4 Past Matters for report purposes only

- | | | |
|------|---|------------|
| (1) | A370 Improvements | 347.7.3 |
| (2) | Pavement - Breaking Up
Outstanding | 347.4.4 |
| (3) | Church Clock – Re-Gilding
Chancellor’s Certificate awaited | 356.4.3 |
| (4) | Road Calming – Bleadon Road | 354.4.5 |
| (6) | Village Gully Cleansing
Outstanding | 354.4.6 |
| (7) | Research suitable audible equipment. | 354.4.7 |
| (8) | Scalpings | 357.4.8 |
| (10) | Review of Council Policies | 353.13.3 |
| (12) | Jubilee Garden
Work in progress | 356.4.12 |
| (13) | AGAR 2022
In Hand | 356.4.13 |
| (14) | NS Improving Play Spaces Match Funding
Process agreed | 356.7.4 |
| (15) | Churchyard Wall | 356.4.12 |
| (16) | Neighbourhood Plan Group – Return of Grant? | 355.9.k |
| (20) | Tree in Play Park | 356.7.12.a |
| (21) | Toilet Refurbishment
In hand | 356.7.12.b |
| (22) | Play Area Equipment Installer
See Financial | 356.7.5 |
| (23) | Damaged Grit Bin
Replacement on order | 356.7.8 |
| (24) | PROWS Questionnaire | 356.7.9 |
| (25) | Remembrance Arrangements | 356.7.13 |

The Chairman confirmed that sshe has laid a wreath on behalf of the Parish Council at the RemeberanceDay Service at the Church of St Peter and St Paul.

357.5 Chairman’s announcements

She referred to the recent e-mail that she had penned and circulated to members around the word “Peace” and how taking that word into all aspects and of the work of the Parish Council would ultimately bring its own rewards.

357.6 Planning

To note new Planning Applications and North Somerset decisions on past considered applications.

21/P/0527/OUT	<i>Outline application for the erection of 14 dwellings with access for approval and appearance scale and landscaping reserved for subsequent approval- Land off Purn Way Bleadon BS24 0QF (17/P/1351/OUT & 18/P/5035/OUT) - 30/04/21 – Despite having approved the previous application the Council recognised the current objections of the residents and therefore recommended refusal on the grounds that it was (a) outside the settlement boundary (b) insufficient and inadequate vehicular access thus increasing a</i>	Approved 08/07/22
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	<u>potential risk to pedestrians (c) infringing the West Mendip Way and (d) that the area was susceptible to flooding and abounds a SSSI</u> <u>AMENDED</u> <i>Outline application for the erection of 14no. dwellings, with access and layout for approval and appearance, scale and landscaping reserved for subsequent approval on land off Purn Way, Bleadon BS24 0Q</i> <u>While retaining our concerns regarding the building outside the settlement boundary we recognise the inevitability of this development and therefore we reluctantly support this application.</u>	
22/P/0100/FUH	<i>Proposed erection of a dormer to the front (east elevation) to created/dressing room – Lacona Hilcote Bleadon BS24 9JR</i> <u>The Council had no objections</u>	Withdrawn 06/07/22
22/P/0157/FUL	<i>Erection of an agricultural building – Land at Wick Wharf Fakeham Road Bleadon</i>	
22/P/0352/AOC	<i>Discharge of Condition No.8 (Arboriculture Method Statement and Tree Protection Plan) on application 12/P/1856/F – Land Off Bleadon Road Bleadon</i> <u>The Council had no objections</u>	
21/P/3128/FUL	<i>Demolition of existing bungalow and erection of 1.5 storey replacement dwelling with associated works</i> <u>The Council had no objections as the completed work will certainly improve the frontage line of the properties on either side with the condition that the error in the site plans and Design & and Access statement (re ratio) be addressed.</u>	27/06/22
22/P/1923/AOC	<i>Discharge of condition No.43 (programme of archaeological works) on application 19/P/0835/OUT – Bleadon Quarry Bridge Road Bleadon Somerset BS24 0AU</i>	
22/P/1993/FUL	<i>Retrospective application for change of use of building to 1 no dwelling – Woodlands Farm Mearcombe Lane Bleadon BS24 0NZ</i>	16/11/22
22/P/2108/NMA	<i>Non material amendment to application 19/P/0835/OUT (outline application with details of access (matters of layout scale appearance and landscaping are reserved) for the demolition of all industrial buildings plant and machinery the erection of 42 dwellings and 500 sqm of flexible Use Class A2/B1/D1 floor space open space landscaping new vehicle and pedestrian access and associated works) to allow the removal of Condition 4 (plans) and the amendment to the wording of Condition 19 9footpaths) – Bleadon Quarry Bridge Road Bleadon BS24 0AU</i>	
22/P/2113/RM	<i>Reserved matters application for appearance, landscaping, layout and scale for the erection of 42no. dwellings and office building pursuant to outline permission 19/P/0835/OUT (outline application with details of access (matters of layout, scale, appearance and landscaping are reserved) for the demolition of all industrial buildings, plant and machinery, the erection out to 42 dwellings and 500 sqm of flexible Use Class A2/B1/D1 floor space, open space, landscaping, new vehicle and pedestrian access, and associated works) Bleadon Quarry Bridge Road Bleadon BS24 0AU</i>	12/12/22
22/P2310/CQA	<i>Prior approval for the change of use and conversion of an agricultural building to 1 no residential dwelling with operational development of new and replacement windows and doors = South Hill Farm Bridgwater Road Bleadon</i>	

357.7 Resolutions

1. To resolve to accept the recommendations of the Contactus meeting held on the 6th October 2022 which were:
 - (a) that information/invites be placed on the web site and notice boards as well as an announcement in the Magazine.
 - (b) that Councillor Davies agreed to raise the matter of nil cost of hall hire at the next Coronation Hall Management Meeting.
 - (c) Agreed to set up a working party to draft and maintain an information sheet
2. To resolve to celebrate the Coronation of King Charles III in May 2023
Resolved that the Parish Council would in some form or another celebrate the Coronation of King Charles III in May 2023. A proposed budget would be discussed as part of the Budget making process and a working party would also be instigated.
Councillor G Williams agreed to start by arranging a meeting with the main groups and write an article for the Magazine.

3. To note the PCC's request that the Parish Council consider contributing towards the Church Floodlighting.

Resolved to consider the PCC's request during the budget making process

4 To receive a report from the Chairman and Vice Chairman on the recently undertaken Clerk's Appraisal.

Reported that the process had been undertaken and as yet the agreed Appraisal had not been finally signed off.

The Chairman was asked if as a result of the Appraisal Process would a meeting be called of the Personnel Committee. Yes if there was anything other than the outcome of the Appraisal process to be discussed.

5. To note the correspondence received from North Somerset in relation to CIL Monies being received relating to Planning Application 21/P/0786/FUL – Wallflower House and the request to complete the 2021-2022 CIL Income & Expenditure return.

Resolved to note and the subsequent action taken by the Parish Clerk.

6. To note the 2022-23 National Salary Award backdated to the 1st April 2022.

The backdated salary award was noted.

357.8

Financial

1. To note the payments for the months of October/November 2022

(109) B Poole	Salary – Oct	2015.43	0.00
(110) Opus Energy	Street Lighting	10.92	.55
(111) SSE Lighting	Public toilets	39.19	1.95
(112) HG3	Mobile – Sep	14.82	2.96
(113) Home Front	Play Equipment	4987.50	997.50
(114) HG3	Mobile Phone – Oct	14.82	2.96
(115) Adrian Project Services	Agreed Payment	602.00	
(116) Blue Spot	Public Toilets	216.66	
Authorised by			
(117) RBL	Donation £50.00 Wreath £20.00	70.00	
(118) Taylor Thorne	Printing – Issue 123	765.00	
(119) Cllr. Sheppard	Contactus Gifts	14.99	
(120) Mr B Poole	Homeworking & Travel	152.00	

Authorised by Cllrs K Hemmingway and G Williams

357.9

To receive reports from the following for information purposes only:

- (a) Allotments and Churchyard
- (b) Public Rights of Way and Footpaths
- (c) Neighbourhood Watch and Community Safety
- (e) Roads and Transport
- (f) Play Area

Noted that the installation of the new equipment was due to start on Friday.

- (g) Bleadon Village News
- (h) Youth Club
- (i) Coronation Halls Management Committee
- (j) ALCA

A request was made for the Parish Clerk to provide members with the ALCA log-in details.

- (k) Neighbourhood Plan Group
- (l) Bleadon in Bloom

The Chairman reported on the success of the Bleadon Bloomers in the recent Britain in Bloom Competition with the group scooping Gold in the coveted regional gardening competition. Bleadon was also awarded as overall winner in the village category

where residents took home the Mary Mortimer Trophy. The Queen's Arms pub also secured a gold award for the second year running for outstanding flower displays.

(m) Contactus

(o) Councillors

Cllr. Anne Davies reminded the meeting regarding the dates for the Christmas Markets

(p) Parish Clerk

To note the 2022-23 National Salary Award.

357.10 Correspondence

(1) NS Planning Applications

*

(2) ALCA Various communications

*

357.11 Date and Time of next Parish Council Meeting – Monday 12th December 2022

BLEADON PARISH COUNCIL

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10 South Street

Burnham-on-Sea

Somerset TA8 1BS

Mr R Coleman

Asked the meeting when he was going to receive a formal response to the objections that he had raised with the External Auditor. He also indicated that he would like to know (especially with regard to budget setting)

- Why has this been allowed to happen ?
- What is being done to mitigate potential financial risk to the Council ? assuming that the budget will include reference to potential auditor costs ?
- What steps are being taken to ensure that this financial risk never occurs again ?"

He was advised that the Parish Council had until the 22nd January to provide a response to the External Auditor where it was intended to answer those questions that he has raised.

District Councillor Mr Terry Porter

He indicated that the District Councillor was currently concentrating on the 2023-24 Budget whereby the challenge was to make large savings. He answered a number of questions that stemmed mainly from the attending audience

MINUTES

Minutes of a Meeting of Bleadon Parish Council held on Monday 12th December 2022 at The Coronation Hall Coronation Road Bleadon that commenced at 7.00 pm when the following business was transacted.

PRESENT

Chairman Kirsten Hemingway with Councillors Mrs I D Clarke Ann Davies Huw Boyce Sara Garrett Graham Getty Mary Sheppard Gill Williams and the Parish Clerk Bruce Poole

In addition, there were three members of the public present plus District Councillor Terry Porter.

358.1 To receive Apologies for Absence and to approve the reasons given. (LGA 1972 s85 (1))

The Clerk was asked why he didn't record the reasons given within the minutes when a member sent apologies. Responding definitively as to the reason for unattendance could lead to security challenges and secondly if they are duly recorded then it was clear that the Meeting had accepted the reasons.

358.2 Declarations of Interests

None

358.3 To approve and sign as a correct record the Minutes of a Meeting of the Parish Council held on Monday 14th November 2022.

Councillor Mrs ID Clarke objected to the proposed approval of the November Minutes as in her view there were too many omissions some of which she had pointed out in an e-mail to the Clerk. The Clerk explained that he did not agree to verbatim Minutes nor having his grammar corrected. Agreed to defer

358.4 Past Matters for report purposes only

- | | | |
|------|---|-------------|
| (1) | A370 Improvements | 347.7.3 |
| (2) | Pavement - Breaking Up
Despite reminding NS several occasions no action to date | 347.4.4 |
| (3) | Church Clock – Re-Gilding
I have been advised that Certificate of Completion is on its way | 356.4.3 |
| (4) | Road Calming – Bleadon Road | 354.4.5 |
| (6) | Village Gully Cleansing
Despite reminding NS several occasions no action to date | 354.4.6 |
| (7) | Research suitable audible equipment.
Waiting for quotations | 354.4.7 |
| (8) | Scalpings
Finally agreed that 5 Dumpy Bags were required | 357.4.8 |
| (10) | Review of Council Policies | 353.13.3 |
| (12) | Jubilee Garden | 356.4.12 |
| (13) | AGAR 2022
Work in progress | 356.4.13 |
| (14) | NS Improving Play Spaces Match Funding
<i>See 357.7.2</i> | 356.7.4 |
| (15) | Churchyard Wall
Advice awaited from the Church Architect | 356.4.12 |
| (16) | Neighbourhood Plan Group – Return of Grant?
Working on an agreed sum to be returned | 355.9.k |
| (20) | Tree in Play Park
Waiting upon quotations | 356.7.12. a |
| (21) | Toilet Refurbishment
Specification already circulated – <i>see 357.10,2</i> | 356.7.12.b |
| (21) | Play Area Equipment Installer
Cllr Sara Garrett will update the meeting – <i>see 357.7.3</i> | 356.7.5 |
| (22) | Damaged Grit Bin
On order | 356.7.8 |
| (23) | PROWS Questionnaire
Yet to be completed | 356.7.9 |

358.5 Chairman’s announcements

She elaborated on her recently circulated e-mail about Peace & Co-operation within the Parish Council and need for better communication within the wider community.

358.6 Planning

To note new Planning Applications and North Somerset decisions on past considered applications.

21/P/0352/AOC	Discharge of Condition No.8 (Arboriculture Method Statement and Tree Protection Plan) on application 12/P/1856/F – Land Off Bleadon Road Bleadon <u>The Council had no objections</u>	
22/P/0157/FUL	Erection of an agricultural building – land at Wick Wharf Fakeham Lane Bleadon	

22/P/1923/AOC	<i>Discharge of condition No.43 (programme of archaeological works) on application 19/P/0835/OUT – Bleadon Quarry Bridge Road Bleadon Somerset BS24 0AU . The Council agreed not to support</i>	
22/P/208/NMA	<i>Non material amendment to application 19/P/0835/OUT (outline application with details of access(matters of layout scale appearance and landscaping are reserved) for the demolition of all industrial buildings plant and machinery the erection of up to 42 dwellings and 500 sqm of flexible Use Class A2/B1/D1 floor apce open space landscaping new vehicle and pedestrian access and associated works} to allow the removal of condition 4 (plans) and the amendment to the wording of Condition19 (footpaths) – Bleadon Quarry Bridge Road Bleadon</i>	12/10/22
22/P/1993/FUL	<i>Retrospective application for change of use of building to 1 no dwelling – Woodlands Farm Mearcombe Lane Bleadon BS24 ONZ</i>	16/11/22
22/P/2108/NMA	<i>Non material amendment to application 19/P/0835/OUT (outline application with details of access (matters of layout scale appearance and landscaping are reserved) for the demolition of all industrial buildings plant and machinery the erection of 42 dwellings and 500 sqm of flexible Use Class A2/B1/D1 floor space open space landscaping new vehicle and pedestrian access and associated works) to allow the removal of Condition 4 (plans) and the amendment to the wording of Condition 19 9footpaths) – Bleadon Quarry Bridge Road Bleadon BS24 0AU</i>	
22/P/2113/RMA	<i>Reserved matters application for appearance, landscaping, layout and scale for the erection of 42no. dwellings and office building pursuant to outline permission 19/P/0835/OUT (outline application with details of access (matters of layout, scale, appearance and landscaping are reserved) for the demolition of all industrial buildings, plant and machinery, the erection up to 42 dwellings and 500 sqm of flexible Use Class A2/B1/D1 floor space, open space, landscaping, new vehicle and pedestrian access, and associated works) Bleadon Quarry Bridge Road Bleadon BS24 0AU</i>	12/12/22
22/P2310/CQA	<i>Prior approval for the change of use and conversion of an agricultural building to 1 no residential dwelling with operational development of new and replacement windows and doors = South Hill Farm Bridgwater Road Bleadon</i>	

358.7 Resolutions

1. To resolve to set a Budget for 2023-2024.

Debate ensued on this subject matter when one member suggested that the figures didn't add up. It was pointed out by the Clerk that the Budget should be agreed prior to Precept being set.

Resolved to defer a decision until January.

2. To note a quotation received from GB Sports & Leisure relating to a Post Installation Inspection.

After hearing the views of the two lead Councillors and the Clerk it was

Resolved not to proceed on the basis that the installation of equipment had only just taken place to the required industrial standard and any subsequent equipment inspections would reflect any flaws.

3 To note the receipt of Bleadon Youth Club Treasurer's Annual Report 2021-22.

Noted

4 To note the receipt of a quotation/specification relating to the proposed re-furbishment of the Public Toilets.

Noted and accepted that the content was only an indication of what might be required.

5. To note the receipt from North Somerset Council in regard to Match Funding Grant totalling £4,987.50

Noted

358.8 Financial

1. To note the payments for the months of July August & September 2022

(121) B Poole	Salary – Nov	2015.43	0.00
(122) Opus Energy	Lighting - Public Toilets	<u>12.19</u>	<u>0.00</u>

	Authorised by Cllrs Mrs I D Clarke &	2027.62	0.00
(123) Miss E Young	Editor Fee – Issue 124	400.00	
(124) PATA	Payroll Services	15.00	
(125) Webglu	Website Hosting	81.95	16.39
(126) Mr M Howe	Grass Cutting 2022-23	4000.00	
(127) Mr M Howe	Elderberry Trees cutting	30.00	
(128) Mr M Howe	WI Bench Grass Cutting	85.00	
(129) Hockerell Engraving	Plaques x 2	768.50	153.70
(130) Taylor Thorne	Village News Printing – Issue 124	765.00	
(131) GB Sports & Leisure	Playground Inspection	25.00	5.00
(132) Homefront	2 nd Half Payment	4987.50	997.50
(133) Adrian Project Serv.	Village Ranger Salary - Nov	602.00*	
(134) Blue Spot	Public Toilet Cleaning – Nov	216.66*	
(135) Coronation Hall	Contribution to Electricity	150.00	

358.9 To receive reports from the following for information purposes only:

- (a) Allotments and Churchyard
It was agreed that a contribution would not be made to the PCC for lighting. Cllr. Sheppard acknowledged that she had received a note of those allotments which had paid and those that were currently outstanding. Agreed to seek quotes to replace the allotment gate.
- (b) Public Rights of Way and Footpaths
Agreed that North Somerset should be advised of the un lit path through the churchyard.
- (c) Neighbourhood Watch and Community Safety
Noted that the monthly report received from the Police were duly posted on the web site.
- (e) Roads and Transport
- (f) Play Area
See 357.7.2
- (g) Bleadon Village News
Agreed to reduce the standard print run by 1q00 copies
- (h) Youth Club
See 357.73
- (i) Coronation Halls Management Committee.
Agreed that quotes would be sought for the re-lining of the Car Park
- (j) ALCA
- (k) Neighbourhood Plan Group
- (l) Bleadon in Bloom
- (m) Contactus
- (o) Councillors
- (p) Parish Clerk
The Clerk reported on the current situation relating to the Church Clock.

358.10 Correspondence

(1)	North Somerset Council	Election Costs	*
(2)	External Auditor	Complaint responses	BP
(3)	North Somerset Council	Match Funding Grant	*

358.11 Date and Time of next Parish Council Meeting – Monday 9th January 2023



Minutes of a Meeting of Bleadon Parish Council held at The Coronation Hall on Monday 16th January 2023 at 7pm.

Public Session

No members of the public had requested to speak.

District Councillor Mike Solomons

Cllr Solomon reported that he had followed up complaints about drains failure in Bleadon. He had been told that Bleadon drains had been inspected recently but no date was given. He clarified that water drains are the responsibility of North Somerset and sewage the responsibility of Wessex Water. North Somerset has reported that more government money is needed for this area. Councillor Solomons agreed to follow up on this area

District Councillor Terry Porter

a) that a team has been set up to investigate 20mph areas. BP Councillor Garrett reported that the traffic island built on the A370 last week was not slowing down traffic and asked for a NS review since she thought danger to pedestrians has increased.

b) that the caravan site on Roman Road is no longer a Caravan Club site and only has permission for five caravans.

Both councillors were thanked and left the meeting.

The meeting was convened.

PRESENT

Chairman Kirsten Hemingway with Councillors, Huw Boyce, I D Clarke, Ann Davies, Sara Garrett, Graham Getty, Mary Sheppard, Gill Williams 7 members of the public.

Due to the absence of the Clerk, it was agreed that Councillor Williams would minute the meeting.

359.1 To receive Apologies for Absence and to approve the reasons given. (LGA 1972 s85 (1))

There were no apologies for absence.

359.2 Declarations of interests

There were no declarations of interest.

359.3 To approve and sign as a correct record the Minutes of the Annual Meeting of the Parish Council held on Monday 14th November 2022 and Monday 12th December 2022.

Minutes of Nov 14th were again not approved, and minutes of 12th Dec were not approved due to inaccuracies raised.

359.4 Past Matters for report purposes

(1)	A370 Improvements	347.7.3
(2)	Pavement - Breaking Up	347.4.4
(3)	Church Clock – Re-Gilding	356.4.3
(4)	Road Calming – Bleadon Road	354.4.5
(6)	Village Gully Cleansing	354.4.6
(7)	Research suitable audible equipment.	354.4.7
(8)	Scalpings - Councillor Sheppard raised the absence of scalpings.	

Agreed five bags should be ordered. Agreed that top of lane near the allotments was best place for them to be delivered. Probation Service to be contacted as they have helped previously to provide help in laying the scalplings.

		357.4.8
(10)	Review of Council Policies	353.13.3
(12)	Jubilee Garden	356.4.12
(13)	AGAR 2022 - Noted AGAR response has been sent to External Auditor.	356.4.13
(14)	NS Improving Play Spaces Match Funding	356.7.4
(15)	Churchyard Wall	356.4.12
(16)	Neighbourhood Plan Group – Return of Grant?	355.9.k
(20)	Tree in Car Park	356.7.12.a
(21)	Toilet Refurbishment	356.7.12.b
(22)	Play Area Equipment Installer	356.7.5
(23)	Damaged Grit Bin	356.7.8
(24)	PROWS Questionnaire	356.7.9
(25)	Remembrance Arrangements	342.13.15

359.5 Chairman's Report.

There were no special Chairmans Announcements

359.6 Planning Applications

1. Current Applications

New applications were noted.

Councillor Clarke reported that the planning group are slightly behind in their programme.

Agreed that Councillors Clarke and Getty will liaise to update planning arrangements.

<i>21/P/0352/AOC</i>	<i>Discharge of Condition No.8 (Arboriculture Method Statement and Tree Protection Plan) on application 12/P/1856/F – Land Off Bleadon Road Bleadon</i> <i><u>The Council had no objections.</u></i>	
<i>22/P/0157/FUL</i>	<i>Erection of an agricultural building – land at Wick Whaft Fakeham Lane Bleadon</i>	
<i>22/P/1923/AOC</i>	<i>Discharge of condition No.43 (programme of archaeological works) on application 19/P/0835/OUT – Bleadon Quarry, Brudge Road, Bleadon Somerset BS24 0AU</i>	
<i>22/P/208/NMA</i>	<i>Non material amendment to application 19/P/0835/OUT (outline application with details of access(matters of layout scale appearance and landscaping are reserved) for the demolition of all industrial buildings plant and machinery the erection of up to 42 dwellings and 500 sqm of flexible Use Class A2/B1/D1 floor space open space landscaping new vehicle and pedestrian access and associated works} to allow the removal of condition 4 (plans) and the amendment to the wording of Condition19 (footpaths) – Bleadon Quarry Bridge Road Bleadon</i>	12/10/22
<i>22/P/1993/FUL</i>	<i>Retrospective application for change of use of building to 1 no dwelling – Woodlands Farm Mearcombe Lane Bleadon BS24 0NZ</i>	16/11/22
<i>22/P/2108/NMA</i>	<i>Non material amendment to application 19/P/0835/OUT (outline application with details of access (matters of layout scale appearance and landscaping are reserved) for the demolition of all industrial buildings plant and machinery the erection of 42 dwellings and 500 sqm of flexible Use Class A2/B1/D1 floor space open space landscaping new vehicle and pedestrian access and associated works) to allow the removal of Condition 4 (plans) and the amendment to the wording of Condition 19 (footpaths) – Bleadon Quarry Bridge Road Bleadon BS24 0AU</i>	
<i>22/P/2113/RM</i>	<i>Reserved matters application for appearance, landscaping, layout and scale for the erection of 42no. dwellings and office building pursuant to outline permission 19/P/0835/OUT (outline application with details of access (matters of layout, scale, appearance and landscaping are reserved) for the demolition of all industrial buildings, plant and machinery, the erection of up to 42 dwellings and 500 sqm of flexible Use Class A2/B1/D1 floor space, open space, landscaping, new vehicle and pedestrian access, and associated works) Bleadon Quarry Bridge Road Bleadon BS24 0AU</i>	12/12/22

22/P2310/CQA	Prior approval for the change of use and conversion of an agricultural building to 1 no residential dwelling with operational development of new and replacement windows and doors - South Hill Farm Bridgwater Road Bleadon.	Approved 16/11/22
22/P/2902/AOC	Request to discharge conditions Numbers 7 (Marketing Strategy) 28 (Construction Environmental Plan) and 39 (Remediation Strategy) on application 19/P/0835/OUT	Approved 21/12/22
22/P/2965/AOC	Discharge of Condition (Landscaping) and No. 22 (Ecology Statement) on application 21/P/0786/FUL	
22/P/3029/FUH	Proposed erection of a single-storey front extension- Westleigh 2 Willow Drive Bleadon BS24 0PB	13/02/23

359.7 Resolutions

1. **To resolve to set a Budget for 2023-2024.**
Resolved: To agree the budget for 2023-2024
2. **To resolve to set a Precept for 2023-24**
Resolved: To agree the precept for 2023-2024
3. **To receive copy of Budget and Spend for period 1st April 22 to 31st Dec 22.**
This was received. Query re payment to Home Front clarified.
4. **To purchase a wall plaque to celebrate the success of the Bleadon Bloomers in winning the Mary Mortimer Award in 2022**
It was noted that a plaque to celebrate Bleadon in Bloom award to be sited on Coronation Hall has been donated.

359.8 Financial

1. **To note the following items of expenditure for the months of November & December**

(136) B Poole	Clerk's Salary	2552.94	
(137) Opus Energy	Street Lighting	13.04	.65
(138) Adrian Project	Agreed Monthly Contract	602.00	
(139) Blue Spot	Public Toilets	216.66	
(140) GB Sports	Monthly Inspection - Nov	25.00	5.00
(141) GB Sports	Monthly Inspection - Dec	25.00	5.00
(142) Water for Business	Water Supply - Public Toilets	94.85	
(143) H3G	Mobile	14.82	2.96
		3544.31	13.61

The expenditure was noted.

359.9 To receive reports from the following for information purposes only:

- (a) **Allotments and Churchyard**
 1. Upper part of Lower 6 allotment needs to be rented out
 2. Grass plot outside Kia Ora, which is BPC property is being damaged by vehicles entering and leaving the property. Possible large stones needed on grass to prevent further damage. Agreed to observe and report at next meeting.
- (b) **Public Rights of Way and Footpaths**
Councillor Getty agreed to finalise plans for the repainting of white and yellow lines in car park together with some small readjustments.
- (c) **Neighbourhood Watch and Community Safety**
- (e) **Roads and Transport**
- (f) **Play Area**
Noted that the playpark is very muddy at present.
- (g) **Bleadon Village News**
Bleadon Village News. Agreed that print number should revert to the original 600 copies per issue. Agreed that there will continue to be four issues per annum.
Agreed that Councillor Davies will provide specific BVN budget to include editor's

fees for next edition. There was a short discussion on editorial rights, but no decision was made.

(h) Youth Club

Noted that there are currently 30 members of the Youth Club. Agreed that Councillor Williams will meet with Youth Club, WI and the Church to discuss possible village celebrations for the Coronation.

(i) Coronation Halls Management Committee

Noted that the Coronation Hall will be closed for a week from January 30th for kitchen refurbishments.

(j) ALCA

(k) Neighbourhood Plan Group

(l) Bleadon in Bloom

Bleadon in Bloom. Noted that this year will be an austerity year. Villagers will continue to maintain the planted tubs.

(m) Contactus

Contactus. Agreed that since the event in the Autumn had been such a great success it will be repeated in 2023.

(o) Councillors

1. Agreed that Councillor Getty to put notice re Local Council Elections on the website and on the notice boards.
2. Noted and All councillors should be aware of relevant grants being made available by North Somerset.
3. Councillors Getty and Williams to use relevant website to record map of Council assets.
4. Councillor Clarke expressed concern re the accuracy of Council minutes and the AGAR documents. These were noted.

(p) Parish Clerk

(q) Other

359.10 Correspondence

(1)	Mr John Penrose MP	Reference felling of trees	*
(2)	Mrs R Flavell	Japanese Knotweed	*
(3)	Cllr. H Boyce	Siting of a Caravan on South Hill	*
		Discharge of Water – Bungalows at School Lane	*
(4)	NS	Town & Parish Digest – May	BP
(5)	Various	Quotes for Clock Maintenance – Regilding	BP
		Quotes for evidence of Japanese Knotweed	BP
(6)	Rialtas	June 2021 Newsletter	*
(7)	Mrs B Bowen	Internal Audit Report 2021	BP
(8)	Kaspersky	Monthly Report	*

The correspondence was noted.

343.11 Date and Time of next meeting - Parish Council Meeting – Monday 13th January 2023



MINUTES OF AN EXTRAORDINARY MEETING OF BLEADON PARISH COUNCIL HELD IN THE CHURCH ROOMS AT 7pm ON MONDAY 30th JANUARY.

PRESENT: Councillors: Kirsten Hemingway (Chairman), Huw Boyce, I D Clarke, Sara Garrett, Graham Getty, Mary Sheppard and Gill Williams

IN ATTENDANCE: Mrs Liz Shayler (supporting Clerk)
WARD COUNCILLOR: None
MEMBERS OF THE PUBLIC: Three

Before the meeting was convened, there was public participation but no requests to speak had been received.

The meeting was convened

360.1 To receive Apologies for Absence and to approve the reasons given (LGA 1972 s85 (1))

Apologies were received from Cllr Ann Davies and the reasons noted.

360.2 Declarations of interests

None

360.3 To note the responses provided to the questions raised in respect to the 2021/22 AGAR.

This item was deferred after an extension was given to the Clerk for a response. The responses will be considered at the next full Parish Council meeting on the 13th February.

360.4 Exclusion of the press and public. (The Committee is recommended to resolve that members of the press and public be excluded from the meeting during consideration of agenda item 12 by reason of the confidential nature of the item of business to be transacted, in accordance with Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960).

Resolved – That the press and public be excluded from the meeting.

360.5 To consider a staffing matter.

The resignation of the Clerk Bruce Poole was noted. Discussion ensued concerning the need for a locum clerk until a new clerk is employed.

360.6 Date and Time of next meeting

Monday 13th February 2023 7pm Parish Council Meeting.

The Chairman closed the meeting at 20:50

To agree the recruitment of a Finance Officer for up to 7 hours a week to complete the 2022 / 2023 accounts, facilitate the external audit, begin the new financial year and hand over to the new Clerk / RFO.

ALCA – If you did want Liz Shayler to support the Council as a locum then unfortunately, she doesn't have the time capacity to help with the finance aspect of the role. Given the resignation of the Clerk then a suggestion is to hire a Finance Officer to take over the 2022/23 accounts, move through the audit process, start the new financial year in April and then hand over to the new Clerk / RFO. There will be extra scrutiny from both the internal and external auditors for 2022/23 and so this way the new Clerk / RFO can concentrate on moving forward with the 2023/24 financial year.

There is an ALCA approved Finance Officer who has worked with Parish Councils for over 15 years and is currently working with Congresbury PC and Almondsbury PC. She is currently charging £18 an hour and can start immediately. References are available.

SLCC (Society of Local Council Clerks) - offer a locum Clerk service via the Local Council Consultancy (see above). The fee runs from £25 to £40 an hour depending on the needs of the Council.

BLEADON PARISH COUNCIL

www.bleadonparishcouncil.co.uk

Bruce Poole BA (Hons) FSLCC MMC
Parish Clerk & RFO
Mobile 7645 335 8318
parishclerk@bleadonparishcouncil.co.uk



Head of Challenge
PKF Littlejohn LLP

12th January 2023

Dear

Re: Bleadon Parish Council – Objections raised to the 2022 AGAR –

Herewith the Parish Council's response to the undermentioned objections raised

1. The response given to Assertion 2 of the 2021/22 AGAR (internal control

At its meeting on the 13th June 2022 – *Minute 354.7* - the Parish Council approved Assertion 2 without any member being recorded as voting against approval.

3. The approval process for the Clerk/RFO's salary and overtime, increased hours, salary level and additional part-time jobs, as well as questioning the existence of any job specification, job description, signed contract, job evaluation documents (Assertion 2 and Box 4);

The current Parish Clerk was formally approved as the Council's Proper Officer and RFO on the 9th March 2020 - *Minute 332.7.5* – following a period of 6 months acting as a locum to the council. There was not by acquiescence of the council members a formal appointment process being that Mr Poole had previously been the Proper Office to the Parish Council for a period of 26 years. The Contract was formally signed on March 26th 2020.

Following an appraisal undertaken by the Personnel Committee the Council subsequently supported the recommendation that the hours should increase from 14 pw to 18 pw – *Minutes 343.7.1*.

The salary is at the appropriate level for Mr Poole in accordance with his qualifications FSLCC - BA (Hons) Degree in Local Governance experience of some 35 years and at the SCP rate recommended by the sector's national bodies.

At no time has overtime be paid for nor indeed has it been sought by the current incumbent.

Mr Poole has over many years with the full knowledge of the Parish Council details which were originally embraced in his contract worked for a number of different councils which is his legitimate right so to do.

4. payments in respect of the Clerk/RFO's professional subscriptions and training during the year, which you assert should be split proportionately with his other councils (Box 6)

Current Contract states attendance at two major sector-based Conferences per annum. Attendance provides training points in respect to CPD and the maintenance of the professional nomenclature. SLCC Professional Fees for 2022 -23 (see attachment) £319.00. Pro rata payment by BPC £193.00 – *Minutes 355.8.65*. For Bleadon in 2022 I attended the National Conference and for my other smaller council The Practitioner's Conference.

6. poor management of the various contracts that the Council is party to, as well as the lack of transparency of these contracts, in particular the magazine editor contract and the toilet cleaning contract (Assertion 2).

The three Contracts that the PC negotiated in January 2021 for a three-year period were approved in February 2021 – *Minute 340.7.7*. Unsigned Contracts were placed on the Parish Council Website in March 2021. Concern was expressed in GDPR terms whether wet signatures should appear on the website.

Actual report(s) of "poor management" has never been specifically or formally been brought to the Parish Council. The Editor's documentation was in the view of the writer an agreement as opposed to a formal contract. The Parish Council never went to a formal tender process and in view of the fact that no one in the village volunteered it was agreed the appointment should be instituted.

Yours

Bruce

Bruce Poole BA(Hons) FSLCC MMC
Parish Clerk

Bills for Payment - 29th November to the 11th October
Bleadon Parish Council

Method	Payee	Details	Net Amount	VAT	Gross Amount	Comments	Minute agreed	Power
BACS	Adrians Project Services	Contract Ranger Payment for Dec	£602.00		£602.00	144		The Parish Council
BACS	Opus Energy.	Unmetered supply	£14.81	£0.74	£15.55	145		
BACS	Blue Spot Commercial Ltd	Public Toilet Cleaning	£218.66		£218.66	146		
BACS	Bruce Poole	Salary	£1,624.34		£1,624.34	147		
		Totals	£2,459.81	£0.74	£2,460.55			

The Parish Council have resolved to use the General Power of Competence as of the Tuesday 20th August 2019

Annual Budget - By Centre

Note: 1st April 2022 - 31st March 2023

		<u>2021 - 2022</u>		<u>2022 - 2023</u>				<u>2023 - 2024</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
100	<u>General Income</u>									
1076	Precept	50,000	50,000	54,000	54,000	0	0	0	0	0
1090	Interest Received	80	34	0	319	0	0	0	0	0
	Total Income	50,080	50,034	54,000	54,319	0	0	0	0	0
	Movement to/(from) Gen Reserve	50,080	50,034	54,000	54,319	0		0		
110	<u>Miscellaneous Income</u>									
1100	Advertising - Village News	2,000	2,250	2,000	545	0	0	0	0	0
1105	Orderly Grant	0	161	161	0	0	0	0	0	0
1115	Miscellaneous Income	0	260	0	48	0	0	0	0	0
	Total Income	2,000	2,671	2,161	593	0	0	0	0	0
6001	less Transfer to EMR	0	260	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	2,000	2,411	2,161	592	0		0		
111	<u>Church Clock Donations</u>									
1116	Church Clock	0	0	0	3,523	0	0	0	0	0
	Total Income	0	0	0	3,523	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	0	0	3,523	0		0		
120	<u>Rents</u>									
1200	Youth Club Rent	50	50	50	50	0	0	0	0	0
1205	Allotments Income	270	299	250	270	0	0	0	0	0
	Total Income	320	349	300	320	0	0	0	0	0

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Annual Budget - By Centre

Note: 1st April 2022 - 31st March 2023

		<u>2021 - 2022</u>		<u>2022 - 2023</u>				<u>2023 - 2024</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve		320	349	300	320	0		0		
130	<u>Village News Advertising</u>									
1100	Advertising - Village News	0	0	2,000	985	0	0	0	0	0
Total Income		0	0	2,000	985	0	0	0	0	0
Movement to/(from) Gen Reserve		0	0	2,000	985	0		0		
200	<u>Staff Costs</u>									
4000	Clerk's Salary	19,000	23,499	24,500	21,001	0	0	0	0	0
4005	Pension	0	600	0	0	0	0	0	0	0
4015	Staff Travel	250	115	150	207	0	0	0	0	0
4020	Staff Training	1,000	894	750	499	0	0	0	0	0
Overhead Expenditure		20,250	25,109	25,400	21,707	0	0	0	0	0
Movement to/(from) Gen Reserve		(20,250)	(25,109)	(25,400)	(21,707)	0		0		
210	<u>Administration</u>									
4010	Office Expenses	120	0	100	0	0	0	0	0	0
4025	Office Equipment	100	0	0	0	0	0	0	0	0
4105	Stationery	500	324	350	86	0	0	0	0	0
4110	Postage	50	130	75	23	0	0	0	0	0
4115	Insurance	2,600	2,537	2,700	2,714	0	0	0	0	0
4120	Audit Fees	910	880	650	305	0	0	0	0	0
4125	Telephone & Broadband	360	145	130	148	0	0	0	0	0
4127	Village News Editorship	0	1,600	1,600	1,300	0	0	0	0	0

Continued on next page

Annual Budget - By Centre

Note: 1st April 2022 - 31st March 2023

		<u>2021 - 2022</u>		<u>2022 - 2023</u>				<u>2023 - 2024</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4130	Subscriptions	1,160	1,176	1,250	695	0	0	0	0	0
4135	Bank Charges	108	140	131	81	0	0	0	0	0
4140	Printing	200	0	0	71	0	0	0	0	0
4145	IT	1,530	2,121	1,731	427	0	0	0	0	0
4150	Data Protection	45	35	45	0	0	0	0	0	0
4155	Election Expenses	250	0	0	0	0	0	0	0	0
4160	Community Engagement	200	0	0	0	0	0	0	0	0
4165	Newsletter Printing	4,600	2,370	3,400	3,685	0	0	0	0	0
4170	Hall Hirings	250	121	144	12	0	0	0	0	0
4175	Professional Fees	0	1,019	250	12	0	0	0	0	0
4185	Homeworking Allowance	312	286	312	208	0	0	0	0	0
4190	Payroll Services	95	112	110	95	0	0	0	0	0
4195	Civic Awards	100	0	0	0	0	0	0	0	0
4200	Councillor's Expenses	100	39	100	0	0	0	0	0	0
4205	Chairman's Allowance	50	0	50	0	0	0	0	0	0
4210	Councillor Training	500	84	250	0	0	0	0	0	0
4215	Village Covid Group	0	150	0	150	0	0	0	0	0
	Overhead Expenditure	14,140	13,269	13,378	10,012	0	0	0	0	0
	Movement to/(from) Gen Reserve	(14,140)	(13,269)	(13,378)	(10,012)	0		0		
230	Grants									
4300	General Grants	500	0	0	50	0	0	0	0	0
4350	S137 Expenditure	0	50	0	0	0	0	0	0	0
	Overhead Expenditure	500	50	0	50	0	0	0	0	0

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Annual Budget - By Centre

Note: 1st April 2022 - 31st March 2023

		<u>2021 - 2022</u>		<u>2022 - 2023</u>				<u>2023 - 2024</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve		<u>(500)</u>	<u>(50)</u>	<u>0</u>	<u>(50)</u>	<u>0</u>		<u>0</u>		
240	<u>Open Spaces</u>									
4035	Ranger Salary	6,720	7,224	7,224	6,232	0	0	0	0	0
4400	General Maintenance	1,000	1,338	2,250	1,017	0	0	0	0	0
4401	Playground Equipment	750	0	750	4,988	0	0	0	0	0
4405	Bleadon in Bloom	8,466	3,599	4,984	1,402	0	0	0	0	0
4410	Playground Inspections	312	310	350	330	0	0	0	0	0
4415	Public Toilet Maintenance	2,669	3,807	4,000	3,644	0	0	0	0	0
4420	Car Park Maintenance	750	1,310	500	0	0	0	0	0	0
4425	Grass Cutting	4,000	4,071	4,000	4,000	0	0	0	0	0
4430	Church Clock	300	871	312	224	0	0	0	0	0
4435	Village Lighting	500	316	400	518	0	0	0	0	0
4440	Defibrillator	0	138	100	0	0	0	0	0	0
4450	Village Improvements	0	3,515	355	4,177	0	0	0	0	0
4455	Allotments	500	535	145	581	0	0	0	0	0
4460	Church Clock	0	-1	0	26	0	0	0	0	0
4550	Waste Contract	0	10	10	0	0	0	0	0	0
Overhead Expenditure		<u>25,967</u>	<u>27,044</u>	<u>25,380</u>	<u>27,137</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Movement to/(from) Gen Reserve		<u>(25,967)</u>	<u>(27,044)</u>	<u>(25,380)</u>	<u>(27,137)</u>	<u>0</u>		<u>0</u>		
250	<u>Special Projects</u>									
4462	Churchyard	3,000	3,859	0	0	0	0	0	0	0
4470	Children's Playground	2,000	444	0	1,528	0	0	0	0	0

Continued on next page

Annual Budget - By Centre

Note: 1st April 2022 - 31st March 2023

		<u>2021 - 2022</u>		<u>2022 - 2023</u>				<u>2023 - 2024</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4475	Neighbourhood Plan	280	126	0	209	0	0	0	0	0
4478	Contactus	0	0	0	139	0	0	0	0	0
4480	Platinum Jubilee	0	0	0	1,252	0	0	0	0	0
4481	Exit Ramp	2,500	0	0	0	0	0	0	0	0
	Overhead Expenditure	7,780	4,429	0	3,128	0	0	0	0	0
6000	plus Transfer from EMR	0	126	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	(7,780)	(4,303)	0	(3,128)	0		0		
260	<u>Bleadon Covid-19 Group</u>									
1800	Covid-19 Group	0	50	0	330	0	0	0	0	0
	Total Income	0	50	0	330	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	50	0	330	0		0		
280	<u>Community Infrastructure Levy</u>									
1802	CIL Receipts	0	2,387	0	1,325	0	0	0	0	0
	Total Income	0	2,387	0	1,325	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	2,387	0	1,325	0		0		
999	<u>VAT Data</u>									
115	VAT on Receipts	0	2,443	0	527	0	0	0	0	0
	Total Income	0	2,443	0	527	0	0	0	0	0
515	VAT on Payments	0	2,346	0	1,573	0	0	0	0	0
	Overhead Expenditure	0	2,346	0	1,573	0	0	0	0	0

Continued on next page

Annual Budget - By Centre

Note: 1st April 2022 - 31st March 2023

	<u>2021 - 2022</u>		<u>2022 - 2023</u>				<u>2023 - 2024</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
Movement to/(from) Gen Reserve	<u>0</u>	<u>97</u>	<u>0</u>	<u>(1,047)</u>	<u>0</u>		<u>0</u>		
Total Budget Income	52,400	57,935	58,461	61,921	0	0	0	0	0
Expenditure	68,637	72,247	64,158	63,608	0	0	0	0	0
Net Income over Expenditure	<u>-16,237</u>	<u>-14,312</u>	<u>-5,697</u>	<u>-1,687</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
plus Transfer from EMR	0	126	0	0	0	0	0	0	0
less Transfer to EMR	0	260	0	0	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(16,237)</u>	<u>(14,446)</u>	<u>(5,697)</u>	<u>(1,687)</u>	<u>0</u>		<u>0</u>		

**Bank Reconciliation Statement as at 31/01/2023
for Cashbook 1 - Unity Trust Bank - Current**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Bank	31/01/2023	151	7,743.71
			<u>7,743.71</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
10/10/2022 300973 Church		150.00	
31/01/2023 BACS Mr B Poole		1,624.34	
31/01/2023 BACS Inland Revenue		466.19	
			<u>2,240.53</u>
			5,503.18
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			5,503.18
		Balance per Cash Book is :-	5,503.18
		Difference is :-	0.00

**Bank Reconciliation Statement as at 31/12/2022
for Cashbook 2 - Unity Trust Bank - Deposit**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Bank - Deposit	31/12/2022	90	56,998.99
			<u>56,998.99</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			56,998.99
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<u>0.00</u>
			56,998.99
		Balance per Cash Book is :-	56,998.99
		Difference is :-	0.00