

CHARLCOMBE PARISH COUNCIL

DRAFT MINUTES

of the Charlcombe Parish Council Annual Meeting

held at 7pm on Tuesday 9th May 2023

in The Lansdown and Langridge Village Hall, Lansdown Road, Bath BA1 9BT

The Declaration of Acceptance of Office was completed by Councillors Macklin, Bravin, Jones, MacIntyre and Rippin prior to the start of the Annual Meeting.

Present:

Councillors Macklin, Bravin, Jones, MacIntyre and Nash

Outgoing Councillor Howard

Clerk Mrs Kerr

One member of the public

1. Election of Chair

Councillor Macklin was proposed by Councillor Bravin, seconded by Councillor Jones.

It was resolved that Councillor Macklin would be the Chair of Charlcombe Parish Council for the next year.

2. Election of Vice-Chair

Councillor Bravin was proposed by Councillor Jones, seconded by Councillor MacIntyre.

It was resolved that Councillor Bravin would be the Vice Chair of Charlcombe Parish Council for the next year.

3. Apologies for Absence

Councillors Chorley and Rippin

Ward Councillor Guy

Outgoing Councillor Jarai

Cotswold Voluntary Parish Warden (CVPW) Mr K Weller

Councillor Macklin had received Councillor Chorley's apologies prior to the meeting and explained the exceptional circumstances. It was agreed that Councillor Chorley must arrange to sign the Declaration of Acceptance of Office as soon as practicable.

It was noted that illness prevented Councillor Rippin and outgoing Councillor Jarai from attending the meeting.

Councillor Macklin stated that CVPW Weller had decided that there was no requirement for him to routinely attend Parish Council meetings. He will continue to submit Footpath reports and will attend meetings if needed.

4. Election Result and Co-option

Councillor Macklin to provide an update

The Chair stated that six of the seven parish council vacancies had been filled via the election process and she welcomed Donald MacIntyre to the parish council.

The Chair recommended that Julian Nash be co-opted to fill the remaining place. This was

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proposed by Councillor Jones and seconded by Councillor MacIntyre. The Declaration of Acceptance of Office was completed by Councillor Nash.

5. Items from the Public

To receive deputations, statements, petitions or questions from members of the public. There will be a time limit of 3 minutes. Members of the public wishing to address the Council are required to notify the clerk, not less than 24 hours in advance.

A student from Bath Spa University put forward her ideas for an art installation along Charlcombe Lane, which would be a thought provoking take on signs. They would only be in place for a short time and would then be collected in.

Councillors identified that the road suggested was in Lansdown rather than Charlcombe and that any roadside installation was likely to need agreement from the B&NES Highways team.

It was suggested that putting the signs along a footpath or bridleway might be acceptable with the landowner's permission. Councillor MacIntyre agreed to have further discussions with the student about options for using a public path that is on his land.

6. Minutes of last Annual Parish Council Meeting on 10th May 2022

The Clerk advised that these had been approved at the Parish Council meeting on 5th July 2022.

7. Review and Adoption of Standing Orders and Financial Regulations

Clerk to provide an update.

The Clerk advised that the NALC templates had not been updated since the Standing Orders and Financial Regulations had been agreed by the Parish Council in 2022 and therefore these should continue to be used.

Councillor Macklin suggested that the Standing Orders should be amended to state that a Councillor can only be appointed as Chair for three successive years before they are required to take a break unless there are exceptional circumstances. A motion to this effect would be put to the July Parish Council meeting.

8. Review of Inventory of Assets

Clerk to provide an update.

Details of the new noticeboards are now included on the Asset Register. This will be further updated to remove reference to items no longer held.

9. Review and Renewal of Insurance Cover

Clerk to provide an update.

Details of the proposal from Zurich Municipal had been circulated prior to the meeting. It was agreed to continue with the insurance cover from Zurich Municipal.

10. Review of Appointments to HR Committee

Councillor Macklin to provide an update.

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Councillor Macklin outlined the purpose of the HR Committee and advised that following the elections, Councillors Bravin and Rippin were the remaining members of the committee. This was seen as sufficient; however the Chair would confirm that Councillor Rippin wished to continue in this role.

11. Review of Council's Representation at External Meetings

Councillor Macklin to provide an update.

The following external representation was agreed:

- a) Avon Local Council Association – Councillor Macklin
- b) Bath Preservation Trust Environs Committee – Councillor Rippin
- c) Bathavon Area Forum – Councillor Bravin
- d) Parish Liaison Meeting – Councillor Chorley subject to confirmation by the Chair

12. Confirm receipt of Meeting Summonses by e-mail

All Councillors present confirmed that the Clerk could issue the Summons to a Parish Council meeting via email.

13. Chair's Annual Report

Councillor Macklin submitted her report, which is included as Appendix 1 to these minutes.

Councillors thanked Councillor Macklin for drafting the report and for all that she does to ensure the smooth running of the parish council and for chairing council meetings.

14. Vote of Thanks to Outgoing Councillors

The Chair thanked outgoing Councillor Howard for her 10 years of public service. Her diligence, knowledge of the local area and support for the footpath work would be greatly missed. Councillor Macklin presented her with a card and gift from the councillors in appreciation for her contribution. Councillor Howard thanked everyone for their kind wishes.

The Chair noted in her absence, the contribution outgoing Councillor Jarai had made particularly on environmental matters and in representing the Upper Weston area. It is hoped that she will be able to attend the Annual Residents Meeting on 17th May.

15. Declarations of Interest

To receive any declarations from Members of financial or other interests in respect of matters for consideration at this meeting.

None

16. Urgent Business

To announce any items of business not included in the agenda to be agreed by the Chair.

None

17. Minutes of the Last Parish Council Meeting held on 14th March 2023

Councillor Macklin, as Chair, signed the minutes of the meeting held on 14th March 2023.

18. Ways of Working

Cllr Macklin to provide an update.

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a) Planning Application Review Teams

Councillor Macklin proposed continuing with the two-team system as it had worked well and ensured that the detailed work of considering planning applications was evenly and fairly distributed to all councillors. Councillor MacIntyre asked about the extent of local consultation that took place when considering an application. Councillor Macklin said there was an option to speak to those affected if necessary, but Councillors should bear in mind that they had been elected to put forward what was best for the whole parish.

It was for each team to determine their own way of working together to prepare a set of draft comments. The Clerk would circulate these to all councillors and once the final comments were agreed, the Clerk would submit them to B&NES.

Team 1 – Councillors Chorley, MacIntyre and Rippin

Team 2 – Councillors Bravin, Jones and Nash

Each team will consider five applications in turn although Team 1 have only three applications to consider in order to complete their cycle.

b) Allocation of Parish Council Areas

This was deferred until all Councillors were present.

c) Allocation of Responsibility for Noticeboards

Charlcombe – Councillor Chorley

Langridge – Councillor Nash

Lansdown – Councillor Bravin

Weston – Councillor MacIntyre, with notices being added by the Clerk

Woolley – Councillor Jones

Councillors were reminded that the noticeboards are for displaying Parish Council information and not for general use by church or other local groups.

d) Training for new Parish Councillors

ALCA provide an online Essential Councillor training session and details can be found on their website. There is a small cost which is covered by the Parish Council. Cllr Macklin recommended the course to Cllrs McIntyre and Nash and advised them to find a course which would be convenient for them.

e) Councillor Information for the website

It was agreed that only names and addresses of Councillors would be displayed on the website.

19. Town and Country Planning

a) Decisions of the Local Planning Authority

- (i) 23/00248/FUL - The Lake House, Lansdown Road - Erection of a greenhouse (4m x 3m) in the paddock area, re-locate 6 existing raised vegetable beds and an existing fruit growing area – Observations - Permit
- (ii) 22/02456/FUL - Crossleaze Farm Woolley Lane Charlcombe – Provision of photovoltaic array – Support – Permit

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- (iii) 22/04954/TEL Street Record Langridge Lane Langridge - Installation of a 20m high Phase 7 monopole with a wraparound cabinet at its base to support 12No. antenna apertures and 2No. 600mm transmission dishes, along with 6No Equipment cabinets and development ancillary thereto – Support with observations – Approved
- (iv) 20/00332/FUL – Vodaphone Mast, Colliers Lane – Retention of the existing temporary mast and associated apparatus for a period of 2 years – Object

Following the recent approval of further telecoms masts in the area, the Parish Council sent comments to B&NES on 3rd November 2022, advising that this temporary mast should no longer be required.- Decision – Withdrawn

It was noted that this mast has already been removed and that a significant amount of contaminated soil had been taken away, leaving a hole to be filled.

b) Awaiting Decisions of the Local Planning Authority

- (i) 22/04594/LBA and 22//04593/FUL - Court Farm Langridge Lane Langridge - Internal and external alterations to include loft conversion, demolition of free standing chicken shed and single storey rear flat roof extension and construction of a summer room in similar location – Support
- (ii) 23/00664/FUL - Lake View, Lansdown Road - Erection of garden studio and replacement of an existing timber pavilion – No objection
- (iii) 23/00823/CLEU - School House Langridge Lane - Erection of a replacement dwelling (Certificate of Lawfulness for an Existing Use) - Support
- (iv) 23/00893/FUL - Field Corner Deadmill Lane, Lower Swainswick - Erection of 2 detached dwellings (resubmission) - Object
- (v) 23/00894/FUL - Court Mead Langridge Lane Langridge - Construction of side extension to existing bungalow – Object
- (vi) 23/00895/FUL - Waterworks Cottage Charlcombe Way - Erection of two detached dwellings – Object
- (vii) 23/01206/FUL – The Crate 5 High Street, Woolley - Erection of single storey wet room - Support

c) Applications for Planning Approval for Consideration

- (i) 23/00975/FUL – Romans Lodge Farm, Lansdown Road – installation of shower and toilet facilities for exempted caravan and campsite. This application had been received on 9th May and would be considered by Team 1 initially.
- (ii) Councillor Jones noted that there is a proposal to build a new Lidl store on part of the Bath Rugby training ground. This is in Lambridge Ward, but it could result in an increase in traffic through the parish. It was agreed to await further details before a decision was made on whether the Parish Council should take part in the consultation.

d) Appeals against the Decision of the Local Planning Authority

None.

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- e) Enforcement Issues
 - (i) 22/00459/NONCOM - Parcel 9749 Colliers Lane Charlcombe - Works Commencing On Site Before Condition Discharged
- f) Works to Trees
 - (i) 23/01286/TCA – The Old Rectory, Charlcombe Lane – Fell two pines and a cypress – Observations - Withdrawn

20. Highways and Footpaths

- a) Footpath Report from Cotswold Voluntary Parish Warden
The footpath report from CVPW Weller had been circulated prior to the meeting.

CVPW Weller had asked if one of the councillors could be nominated as the Footpath Representative to replace outgoing Councillor Howard. Councillor MacIntyre offered to become the new Footpath Representative as he already works with CVPW Weller on another related group.

CVPW Weller had also requested that the thanks of the Cotswold Voluntary Wardens be recorded, following the donation by the Parish Council of £250 to the Wardens Countryside Fund.

- b) Permissive Path Closure BA5/9 – BA5/11
Clerk to provide an update
The Clerk confirmed that advance notification had been received from the landowners of this path closure between 15th April and 15th June 2023 for lambing.
- c) Lansdown Lane/Lansdown Road Junction
Cllr Bravin to provide an update
Councillor Bravin advised that Wera Hobhouse MP had provided an update to the parish council on 15th March, just after the last meeting.

'There is a scheme included in the draft B&NES 2023/24 Transport Improvement Programme (TIP) to review the speed limits on all approaches to this junction. This will also include a review of the signing and road markings at the junction to ensure that the requirement to give-way, and awareness of the junction, is as clear as practicably possible.'

However, any proposed changes to the existing speed limits will involve the modification of the Traffic Regulation Orders (TRO) supporting these existing limits. The statutory process which must be followed before a TRO can be introduced or modified includes the public advertisement of the proposals and the resolution of any objections, and this process does take several weeks to complete. I would suggest, therefore, that any approved changes to the speed limits on Lansdown Road and Lane are unlikely to be completed until June or July at the very earliest, and this also assumes that the scheme is prioritised to commence early in April.'

Councillor Bravin suggested that a progress report should be obtained from the Principal Traffic Engineer prior to the July meeting.

- d) Charlcombe Lane Closure
Clerk to provide an update

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It was noted that there will be a road closure near The Grange, Charlcombe Lane from 10th May for 2 – 3 days for ash tree felling.

- e) Footpath Map
CVPW Weller had suggested that a digital map of the footpaths should be obtained from B&NES and linked to the website. The Clerk will obtain further clarification on the details of the map being suggested.

21. Finance and Governance

- a) Financial Report
The 2022/23 financial report and current position had been circulated to Councillors prior to the meeting. The 2022/23 financial report is shown in Appendix 2.
The Clerk highlighted that a cheque payable to Councillor Chorley for £172.66 from August 2022 had not been cashed. It was now necessary to issue a replacement cheque.
- b) Approval of Expenses
- (i) ALCA Annual Subscription- £113.99
 - (ii) CPRE Annual Membership - £45
 - (iii) Zurich Insurance - £214
 - (iv) Clerk's Salary and HMRC Tax (April, May and June) - £193.38 pm
 - (v) Internal Audit Fee - £44.20
 - (vi) SLCC Website Accessibility Training - £60
 - (vii) Hire of Lansdown and Langridge Village Hall 9th and 17th May - £14/hr
 - (viii) Printing costs for Annual Meeting Flyers - £21
 - (ix) IOC Payment – £40
 - (x) New Councillor training – estimated at £40
- These payments were all approved.
- c) Receipt of Precept 2023/24
Clerk to provide an update
The Clerk confirmed that the first half of Precept (£2,500) was received on 5th April 2023.
- d) External Audit – Annual Governance Statement (Section 1)
The Clerk presented the Annual Governance Statement (Section 1) for 2022/23, which was approved and then signed by the Chair.
- e) External Audit – Annual Accounting Statement (Section 2)
The Clerk presented the Annual Accounting Statement (Section 2) for 2022/23, which was approved and then signed by the Chair.
- f) External Audit – Resolution to Certify Exemption
The Clerk presented the Certificate of Exemption which was approved and then signed by the Chair.
- g) Internal Audit Report
The Clerk presented the Internal Audit Report completed by the Clerk of Wellow Parish Council. The overall outcome was satisfactory, and three advice notes were recorded.

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(i) Initialling the cheque book

Councillors signing cheques must initial the chequebook stub, in order that a record is kept of who signed-off each payment.

The Clerk advised that details of on-line approvals are also kept.

(ii) VAT reclaim

The Clerk to reclaim VAT in 2023 for items including the noticeboards.

(iii) List of items over £100 on website

The Transparency Code for small councils requires all items over £100 to be shown on the website. The Clerk will add the 2022/23 information to the website.

h) Receipts and Payments Record Book

Clerk to provide an update.

The Clerk advised Councillors that there was no requirement to maintain a longhand record of receipts and payments, as financial records are now kept electronically.

These are backed up and paper copies of receipts and payments are also retained for a period of seven years.

It was agreed that the Clerk no longer need maintain the written record book.

22. Bank Accounts and Signatories

a) Cllr Macklin to provide an update

Councillor Macklin set out the position with the two parish council bank accounts.

The chequebook only account has Councillor Jones and Councillor Chorley as signatories, with outgoing Councillor Jarai still on the mandate. The forms for Councillor Bravin to be added to the account have yet to be submitted.

The online account has only Councillor Jones as an active approver following the retirement of Councillor Jarai. Councillor Chorley is an approver but has yet to logon to the system. An application for Councillor Bravin to be added to the account is with Lloyds Bank for processing.

Using the online payment system is less work for the Clerk and Councillors and saves money on postage and sometimes means a reduction in fees e.g. IOC fee.

It was agreed that Councillor Nash should be added as an approver to the online account.

Councillor Jones raised the question of the debit cards which the bank had issued in error. It was agreed that these should be destroyed.

The Clerk advised that a cheque book had been found, which is associated with the online account. In light of this information, the Clerk suggested that all payments should now be made from the online/chequebook account. It was agreed that the funds from the chequebook only account should be transferred to the newer account, a closing statement obtained and the chequebook only account closed.

Councillors Chorley and Jones were asked to arrange with Lloyds for the closure of this account. In light of this decision, there was no requirement for Councillor Bravin to be added to the account.

23. Correspondence Received

a) Demand Responsive Transport

Clerk to provide an update

Following the last meeting, Ward Councillor Warren had advised that bus passes can be used on the DRT system. The Westlink app can be used to access the service and

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transport can also be booked by telephone.

Councillor Nash asked about the status of the V Car transport system which is mentioned on the parish council website. The Clerk will find out more and appropriate updates will be added to the website and potentially the noticeboards.

b) Toad Rescue

Clerk to provide an update

The Charlcombe Toad Rescue Group had reported that toad numbers have declined from those recorded in the first ten years of the road closure, but the numbers have stayed reasonably steady over the past few years. Data for 2023 was:

Total amphibians - 2418, 77 dead (overall casualty rate 3.2%)

c) Larkhall Football Club – Pitch Changes

Councillor Macklin to provide an update

Councillor Macklin referenced Mr Rankin's visit to the March meeting, when he updated the Parish Council about plans to upgrade the Larkhall Football Club pitches. Since that meeting, Mr Rankin had been informed by B&NES Council that they could not provide CIL funding for the scheme because the club is within Charlcombe and not Bath. The funding required is far in excess of the CIL funds held by Charlcombe Parish Council and it has been suggested that the football club go back to B&NES to discuss other possible sources of funding.

24. Noticeboards

a) Decision on items to display

Councillors have yet to discuss and make a recommendation on noticeboard items.

25. Annual Parish Meeting Wednesday 17th May 2023

a) Cllr Macklin to provide an update

Councillor Macklin advised that Mr Rankin and CVPW Weller would be attending the meeting to speak about their activities. She hoped all Councillors would attend and introduce themselves and the Chair's annual report would also be presented. The meeting was then open for comments and questions from residents.

Councillor MacIntyre asked if refreshments were provided, but no provision has been made for these, which is the same as last year.

Councillors confirmed that flyers had been distributed.

Councillor Macklin suggested that a working group should be set up to make the arrangements for the 2024 meeting.

26. Dates for September, November and January Meetings

a) Cllr Macklin to provide an update

Councillor Macklin asked that the September and November meetings be brought forward a week, due to holiday commitments. Councillor Nash identified that this would cause him issues as he made plans based on the published dates.

Councillor Macklin will discuss this further with Councillors and then confirm the dates.

It was agreed to move the January meeting from the 9th to the 16th to avoid any issues with having the agenda confirmed and ready to publish on 3rd January.

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27. External Meetings

- a) Parish Liaison Mtg – Cllr Chorley – 15 March at 6.00pm
- b) BPT Environs Committee – Cllr Rippin – 16 March at 12.30pm
- c) BANES ALCA – Cllr Macklin – 7 June
- d) Bathavon Area Forum – Cllr Bravin - 14 June, 6.00pm at St Andrew's Church, Foxhill

28. AOB

- a) 20 – 30 mph speed limit signs in Langridge and Tadwick

Councillor Nash highlighted that some of the recently installed signs could not be seen clearly possibly due to vandalism, whilst Councillor Jones noted that some signs near Woolley had disappeared. Councillor MacIntyre thought that the signs were cluttering up the countryside and that drivers should know they had to slow down in these areas without lots of signs.

Councillor Macklin suggested it was possibly too early to assess the impact of the restrictions and that the matter should be discussed at the July meeting.

29. Dates for next Charlcombe Parish Council Meetings confirmed on 24th May

Tuesday 11 July 2023 - Lansdown and Langridge Village Hall

Tuesday 5 September 2023 - Lansdown and Langridge Village Hall

Tuesday 31st October 2023 - St Stephens Foyer tbc

Tuesday 16 January 2024 - St Stephens Foyer tbc

Tuesday 12 March 2024 - Lansdown and Langridge Village Hall

Tuesday 14 May 2024 Annual PC Meeting - Lansdown and Langridge Village Hall

Mrs R Kerr
Clerk to Charlcombe Parish Council
24 May 2023

Signed

Chair

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Appendix 1

Chair's Annual Report 2022/2023

Prepared by Councillor Hilary Macklin for the Annual Meeting of Charlcombe Parish Council to be held on 9th May 2023

Charlcombe Parish Council (CPC) has had another busy and successful year holding six meetings, three in the Lansdown and Langridge village hall and, in the colder months, three in St Stephen's Centre, Lansdown Road. In addition, the PC held an Annual Meeting for residents in May 2022 to which all residents of Charlcombe Parish were invited to attend. Talks during the evening included the work of the Cotswold Voluntary Wardens and residents had the opportunity to view pictures of some of the Wardens' projects showcasing the range and diversity of their work in the parish. Also on view were the parish council records dating back to CPC's formation in 1894. A similar event will be organised for 2023.

Planning

During the year, CPC considered 22 applications compared to 13 in the previous 12 months. Of these nine planning applications were supported, three were supported with observations, three observations were submitted and seven applications were objected to (four of these relate to Waterworks Cottage). Five applications for tree work were considered with three supported and two supported with observations. One traffic notice was supported with observations.

Governance

The PC joined an internal audit scheme, organised by ALCA, and was audited by Flax Bouton PC with our clerk auditing Kenn PC. This has proved to be a successful way of auditing and gives the clerks an opportunity to exchange best practice. The small cost incurred is considered to be cost effective.

Improvement to steps behind St Mary's Church, Charlcombe

The work to improve the path behind St Mary's Church by adding a number of steps and handrails, which was paid for by a Ward Councillor's grant, is now complete. The path is now useable for most of the year allowing local people to enjoy this attractive walk safely.

Parish Footpaths

The Cotswold Voluntary Wardens have continued to maintain the footpaths in the parish along with a considerable amount of other improvements and maintenance and in recognition of their outstanding service CPC gave a donation of £250.

Highways

The PC alerted B&NES that it was still concerned about the dangerous Lansdown Lane/Lansdown Junction despite additional signage being in place. This is under review. The PC was pleased to see that the 20mph speed restriction has been implemented in Langridge Lane and other local roads. It is hoped that this will reduce the potential for a serious incident in these narrow lanes.

Signed

Chair

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Notice Boards

After a great deal of planning and organising, new notice boards were erected this year in Langridge, Woolley and Upper Weston. The new boards are an excellent way for residents and visitors to see useful information and parish news. We are very grateful to the Cotswold Voluntary Wardens for their help in assembling and installing the noticeboards and it is hoped that the sturdy new boards will last for many years.

Website

The CPC website continues to provide useful information for residents and visitors which includes routes for local walks, environmental issues and relevant local issues.

Outgoing and New Councillors

The Parish Council is very sorry to lose two highly experienced councillors this year, Cllr Bridget Howard and Cllr Rachel Jarai. They have both given a great deal of time to parish matters and their expertise and commitment will be greatly missed.

Following the council election in May, a new Cllr will join the PC, Donald McIntyre and, in addition, Julian Nash will be co-opted onto the PC completing the complement of seven councillors.

Summary

Charlcombe Parish Council works hard to ensure that every planning application has been carefully considered taking into account the needs of the applicant, the residents and the environment. The Parish Council continues to be ably supported by our highly efficient clerk, Rosemary Kerr, and we are indebted to her for her efficiency and diligence.

I would finally like to thank my fellow Parish Councillors, all volunteers, who are committed to supporting and protecting the parish of Charlcombe.

Hilary Macklin
Chair, Charlcombe Parish Council
May 2023

Signed

Chair

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Appendix 2 CHARLCOMBE PARISH COUNCIL
Financial Report for Year Ending 31st March 2023

Prepared by Mrs R Kerr (Parish Clerk/RFO) - 13 April 2023

Current Account balance as per bank statements

£
Current Accounts: 14,018.43
Net Balance: **13,560.37**

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

	£
Opening balance 1 April 2022	15,736.36
Add: Receipts in the year:	
05/04/2022 Precept	2,500.00
29/09/2022 Precept	2,500.00
12/10/2022 CIL Payment	2,410.71
09/11/2022 Repayment of HMRC Tax Deduction	57.80
30/11/2022 Lloyds Bank for postage	6.00
30/11/2022 Lloyds Bank compensation for lost forms	60.00
26/01/23 Repayment of duplicate Dec clerk pay payment	126.98
01/03/23 CIL	295.31
Less: Payments in the year	
10-May-22 ALCA Annual Membership	105.50
10-May-22 IOC Data Protection Certificate Renewal	40.00
10-May-22 Clerks Salary - April 2021	179.50
10 May 22 Clerks Costs internal Audit Fee	30.00
10 May 22 Printing of Annual Meeting flyer	20.00
10-May-22 CPRE Annual Membership	36.00
18-May-22 Zurich Municipal Insurance 2022-23	214.00
18-May-22 May L&L Hall Hire at £12/hr	48.00
14-Jul-22 July L&L Hall Hire at £12/hr	24.00
14-Jul-22 Clerks Salary - May and June 2022	359.00
14-Jul-22 UK Cheapest Domain Renewal (2 yrs) via Clerk	33.58
20-Sep-22 Clerks Salary - July 2022	179.50
20-Sep-22 St Stephens Room Hire £12/hr	24.00
20-Sep-22 Clerks Salary - August 2022	193.38
30-Sep-22 Clerks Salary - September 2022	193.38
08-Nov-22 Bath Preservation Trust 2021-22	20.00
08-Nov-22 HMRC Income Tax Deduction (Sept)	58.00
08-Nov-22 Clerks Salary - October 2022	135.58
08-Nov-22 HMRC Income Tax Deduction (Oct)	57.80
30-Nov-22 Steps	2750.00
30-Nov-22 Clerks Salary - November 2022	126.98
30-Nov-22 HMRC Income Tax Deduction (Nov)	66.40
16-Dec-22 Noticeboards	3536.40
10-Jan-23 Clerks Salary - December 2022	126.98
10-Jan-23 Clerks Salary - December 2022	126.98
10-Jan-23 HMRC Income Tax Deduction (Dec)	66.40
10-Jan-23 Hall Hire - Sept £4 excess, Nov £14/hr, Jan £15/hr	62.00
10-Jan-23 Mobile phone for Clerk	52.00
06-Feb-23 Clerks Salary - January 2023	126.98
06-Feb-23 HMRC Income Tax Deduction (Jan)	66.40
14-Mar-23 HMRC Income Tax Deduction (Feb)	66.40
14-Mar-23 Postcrete	25.60
27-Mar-23 Clerk's Salary - February 2023	126.98
Presented Cheques from FY 2021-2022	
21 Mar 22 L & L Village Hall	199.00
21 Mar 22 Clerks Expenses	18.51
31 Mar 22 Clerks Salary - March 2021	179.5
Unpresented Cheques from FY 2022-23	
20-Sep-22 Siteground website hosting (SC)	172.66
31-Mar-23 HMRC Income Tax Deduction (Mar)	66.40
Payments awaiting online approval from FY 2022-23	
31-Mar-23 Lansdown and Langridge Hall (March)	30.00
31-Mar-23 Clerk's Expenses 2022/23	62.02
31-Mar-23 Clerk's Salary - March 2023	126.98
Closing balance per Cash Book (receipts and payments account)	<u>13,560.37</u>
Earmarked funding and contingency reserves	
CIL	£7,571.99
WCEF Maintenance Fund for Steps	£120.00
Contested Election contingency	£2,000
Financial Reserves	£2,000
Total earmarked funding and contingency reserves	£11,692
Total Available Funds	<u>£1,868.38</u>

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