

Minutes of a Meeting of Staploe Parish Council Held in the Committee Room at Wyboston Village Hall, Morris Walk, Wyboston MK44 3AG at 7.45pm on Monday 30th September 2021

Present: Cllr. G. Meola (Chaired the meeting), Cllr. E. Meola, Cllr. D. Smith, Lucy Crawford (Clerk).

Apologies for absence: Cllr. J. Ibbett, Cllr. V. Zwetsloot, and Cllr. J. Thomson

2021/120. Declarations of interest

Cllr. G. Meola and Cllr. E. Meola declared an interest in the Councillor vacancy because their Brother-in-Law (Phillip Y.) has applied.

2021/121. Approve Minutes of the Parish Council Meeting held on 13th September

Having been previously circulated the minutes were approved as an accurate record of the meeting. Proposed by Cllr. G. Meola and seconded by Cllr. D. Smith.

2021/122. Public Open Forum

There were no members of the public present at the meeting.

2021/123. Councillor Vacancy

The Clerk has received one application from Phillip Y. One person in Staploe has expressed an interest but would not be able to join until May next year and that is not certain. The deadline for applications is end October and we will co-opt someone at the meeting on Thursday 18th November. The Clerk will ask existing Councillors if one would stand in for Richard as the third person on the Finance Committee when we set budgets on 21st October.

It was resolved to thank Richard Squire for his many years of service and for the generosity of his time and contributions to the parish. Proposed by Cllr. E. Meola and seconded by Cllr. D. Smith.

2021/124. Consider the Options for BT Fibre to the Premises in our parish

This item was postponed. It is hoped that BT will be able to give a presentation at the November meeting.

2021/125. Consider how to respond to Bedford Borough Council Budget and Corporate Services Committee request for views on how it could improve its services. Eg. improving the flow of information, increasing the frequency / relevance of the Town and Parish Council Network meetings, assisting us in our role as consultees on matters such as planning; improving its responsiveness to problems such as traffic, highways, littering.

It was resolved to respond in the following way:

- “We have no access to local newspapers in our area and we have very poor broadband in some areas of the parish and some parishioners are not connected to broadband at all. There are a lot of legal notices published by Bedford Borough Council in the local paper. How are those with no broadband or poor broadband expected to access this information? We need access to local papers and we need everyone to have access to superfast broadband.
- We urgently need the rural bulky waste service back. Residents of our parish have now been blocked from using the recycling centre in St Neots and we are a long way from Bedford. We get asked about this all the time. If you really can’t bring back rural bulky waste at the moment then please could you come to an arrangement with St Neots for those of us in the east of the Borough (Staploe, Duloe, Honeydon, Wyboston, Little Staughton) to use their tip?
- Please provide litter bins in rural areas and empty them for us. We have terrible problems with litter in our parish and we are happy to buy litter bins but we are told the Borough won’t empty

them for us. People end up putting rubbish in the dog bins and then the dog bins overflow regularly. We need two litter bins in Woodhouse Lane, Duloe, one on Duloe Common and one each in Staploe and Honeydon. Those in Duloe are highest priority.

- Provide traffic calming measures in rural areas”

2021/126. Community Cabins – progress and next steps

Cllr. G. Meola has cleaned the cabins with help from a number of other volunteers. She is planning to use the cabins to provide tea and cake for the Mayor’s visit on 3rd October. Councillors expressed their thanks.

The Clerk will get quotes for the following works:

- Relabelling the circuit boxes (incorrectly labelled)
- Protecting the wires and closing the holes in the changing rooms (wires visible through holes)
- Replacement overflow plug for sink
- Check and replace water heaters if needed (x3)
- Check fuses and replace as needed in the 5 wall mounted fan heaters
- Repair leak to kitchen tap
- Repair tap supplying water to men’s urinal

It was resolved to approve £200 extra funds from contingency / unearmarked reserve for moving the electric cable to enable roofing work to go ahead (£120) and £80 for sundries.

2021/127. Village Hall

Request for £500 towards insurance from the Village Hall Committee. **It was resolved to pay our usual £150 donation to the hall committee now and find out more about the different insurance policies before our meeting in November to decide whether the remaining £350 should be approved.** Proposed by Cllr. D. Smith and seconded by Cllr. E. Meola. The performance against budget shown on p9-12 assumes the full payment of £500 will be made by 31st March (£150 from precept – regular payments – and £350 from Village Hall reserves).

2021/128. Ward Fund Application

It was resolved to ask if we could use ward funding to paint the Community Cabins. If not then it was resolved to apply for replacement parts for the noticeboards. Proposed by Cllr. D. Smith and seconded by Cllr. E. Meola.

2021/129. Review Standing Orders

These were reviewed and it was agreed that, although remote meetings are no longer permitted, references to use of remote meetings in the event of an emergency such as a pandemic should be retained in case of further lockdowns / Clerk or Councillor illness or self isolation. Dates will be updated. Proposed by Cllr. G. Meola and seconded by Cllr. D. Smith.

2021/130. Examine the minute book

The minute book was examined and found to be in order.

2021/131. Review Covid risk assessment – play area and playing field

It was resolved that signs were no longer required re social distancing or cleaning equipment at the play area and that the risk assessment can be updated to reflect this. The equipment is not used sufficiently frequently for there to be a significant risk of transmission and it would very rarely be used by more than one household at a time. Social distancing is no longer a legal requirement – and outside spaces pose a relatively low risk. Proposed by Cllr. D. Smith and seconded by Cllr. E. Meola.

2021/132. Finances

Cllr. J. Thomson and Cllr. J. Ibbett signed the mandate change forms to enable Cllr. J. Ibbett to become a cheque signatory (the Chair has to be a signatory) and to remove Cllr. R. Squire and Susan Trolley (who appears to still be a signatory despite several attempts to remove her from the list). Cllr. V. Zwetsloot has been sent the information advising her how to replace Richard Squire as an online signatory. (She needs to call the bank to ask for online banking).

- The Clerk presented the external audit report from Mazars showing that the accounting statements had been approved with the following statement:
External Auditor's Limited Assurance Opinion 2020/21
"On the basis of our review of sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with proper practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met."
- Receipts and payments were examined against the invoices and the schedule of payments in advance of the meeting by Cllr. J. Thomson and Cllr. G. Meola and are presented on p4-5. It was resolved to hold payment 123 to Parker Planning for the Neighbourhood Plan until after the first meeting with the consultant (due 5th October) to confirm that the NDP steering group are satisfied.
- The bank reconciliation was checked against the bank statements by Cllr. J. Thomson and Cllr. G. Meola in advance of the meeting and is presented on p6-7 and the reserves are listed on p8
- The performance against budget was reviewed and is presented on p9-11
- It was resolved to move to quarterly VAT reclaims as the reclaim amounts have fluctuated dramatically in recent years affecting our available reserves at certain times during the year.

The meeting closed at 9.10pm

Staploe Parish Council 30th September 2021

Summary of Transactions for Staploe Parish Council for Approval at Meeting on:						30/09/2021
Main Account Payments						
Ref	Date	Payee	Details	Type of transaction	Cheque / Ref Number	Amount
82	21/07/2021	Parker Planning	Planning advice re Local Plan	BACS	0	£1,728.00
87	30/07/2021	Bradgate	Grass cutting playing field & Common 4 of 8	Standing order	0	£139.66
88	30/07/2021	Mark Ibbett	Highways grass cutting 4 of 8	Standing order	0	£180.00
91	09/08/2021	British Gas Trading	Electricity for cabins 21 Jun to 20th July	Direct debit	0	£8.21
95	16/08/2021	Colmworth Village Hall	Hall Hire 17th August	BACS	0	£38.50
96	16/08/2021	Parker Planning	Highways Technical Note	BACS	0	£828.00
100	20/08/2021	SSE Energy	Electricity for street lights	Direct debit	0	£30.96
101	23/08/2021	Anglian Water	Water and sewage bill Community Cabins	Direct debit	0	£10.74
102	31/08/2021	Bradgate	Grass cutting playing field & Common 5 of 8	Standing order	0	£139.66
103	31/08/2021	Mark Ibbett	Highways grass cutting 5 of 8	Standing order	0	£180.00
105	07/09/2021	British Gas Trading	Electricity for cabins	Direct debit	0	£8.69
108	12/09/2021	Wyboston Parish Council	Dennybrook Banners	BACS	0	£87.36
109	12/09/2021	Cloudnext	gov domain	BACS	0	£132.00
113	20/09/2021	SSE Energy	Electricity for street lights	Direct debit	0	£29.28
114	26/09/2021	Parker Planning	Draft Local Plan Representations	BACS	0	£2,592.00
115	26/09/2021	Parker Planning	Highways Technical Note	BACS	0	£1,932.00
116	26/09/2021	Cartridgesave	Black ink cartridge	BACS	0	£85.18
117	30/09/2021	Wyboston Village Hall	Hall Hire 13th September	BACS	0	£42.00
118	30/09/2021	L. Crawford	Q2 Pay Jul-Sep	Cheque	100938	£992.27
119	30/09/2021	Bedfordshire Pension Fund	Q2 Pension Jul - Sep	BACS	0	£310.77
120	30/09/2021	L. Crawford	Clerk's expenses May-August	Cheque	100940	£47.91
121	30/09/2021	Duloe & Staploe Village Hall	Contribution towards insurance	BACS		£500.00
122	30/09/2021	Mazars	External audit of accounts	BACS		£240.00
123	30/09/2021		Parker Planning	Neighbourhood Plan Support	BACS	£1,200.00
Total						£11,483.19

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Debit Card Account Payments						
Ref	Date	Payee	Details	Type of transaction	Cheque / Ref Number	Amount
86	26/07/2021	Screwfix	Padlock for field chain	Debit card	0	£15.99
97	16/08/2021	Zoom	Zoom subscription August	Direct debit	0	£14.39
111	15/09/2021	Zoom	Monthly subscription	Debit card	0	£14.39
Total						£44.77

Main Account Receipts

Ref	Date	Payee	Details	Type of transaction	Reference	Amount
79	15/07/2021	R Walley	Donation for Dennybrook campaign	Credit	0	£100.00
80	16/07/2021	MAMH	Donation for Dennybrook campaign	Credit	0	£1,000.00
81	22/07/2021	Mark Parkhouse	Donation for Dennybrook campaign	Credit	0	£50.00
85	23/07/2021	Groundwork UK	Grant for Neighbourhood Plan 2021/22	Credit	0	£7,872.00
90	05/08/2021	Bedfordshire Police	VERU for cabins roof etc.	Credit	0	£200.00
94	12/08/2021	Bedfordshire Police	VERU for cabins roof etc.	Credit	0	£1,800.00
98	17/08/2021	L. Crawford	Just Giving Donations for planning advice	Credit	0	£2,000.00
99	17/08/2021	L. Crawford	Just Giving Donations for planning advice	Credit	0	£2,000.00
110	13/09/2021	Bedford Borough Council	Second half of precept	Credit	0	£6,351.00
112	15/09/2021	L. Crawford	Last payments from Just Giving	Credit	0	£234.11
Total						£21,607.11

Savings Account Receipts

Ref	Date	Payee	Details	Type of transaction	Reference	Amount
89	02/08/2021	Barclays	Interest on savings	Credit	0	£0.10
104	01/09/2021	Barclays	Interest on savings	Credit	0	£0.09
Total						£0.19

Transfers

Ref	Date	Recipient	Details	CommAcc	Debit Card Account	Savings Account
83	23/07/2021	Staploe Parish Council Main to Payments	Padlock for field chain	-£19.21	£0.00	£0.00
84	23/07/2021	Staploe Parish Council Payments to Main	Padlock for field chain	£0.00	£19.21	£0.00
92	10/08/2021	Staploe Parish Council Main to Payments	For Zoom	-£14.39	£0.00	£0.00
93	10/08/2021	Staploe Parish Council Payments from Main	For Zoom	£0.00	£14.39	£0.00
106	10/09/2021	Staploe Main to Payments	For Zoom	-£14.39	£0.00	£0.00
107	10/09/2021	Staploe Payments from main	For Zoom	£0.00	£14.39	£0.00
Total				-47.99	47.99	0

Posted balances after the above transactions clear

Community Account 30833940		£19,443.11	
Debit Card Acc 13099075		£14.00	
Base Rate Savings 43461580		£10,889.48	

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STAPLOE PARISH COUNCIL BANK RECONCILIATION 1st APRIL 2021 TO 23/09/2021

Date of bank statement		23/09/2021						
Prepared by Mrs. Lucy Crawford, Parish Clerk								
			BARCLAYS					
			Community Account 30833940					
DATE			Receipts		Payments	Transfers	Balance	
1-Apr-21	Balance bf	£3,548.47						
23-Sep-21	Posted balance per accounts	£26,185.24	£36,846.29		£14,332.82	£123.30	<u>£26,185.24</u>	
Unpresented cheques / uncleared payments:								
	None							
	Total				£0.00			
23-Sep-21	Balance as per bank statement	£26,185.24						
23-Sep-21	Posted balance - cleared balan	£-						
23-Sep-21	Balance cf	£26,185.24						
			BARCLAYS					
			Base Rate Savings 43461580					
			Receipts		Payments	Transfers	Balance	
1-Apr-21	Balance bf	£10,889.02						
23-Sep-21	Posted balance as per accounts	£10,889.48	£0.46		£0.00	£0.00	<u>£10,889.48</u>	
23-Sep-21	Balance as per bank statement	£10,889.48						
23-Sep-21	Posted balance - cleared balance	£-						
23-Sep-21	Balance cf	£10,889.48						

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					BARCLAYS			
					Payments Account 13099075			
					Receipts		Payments	Transfers
								Balance
1-Apr-21	Balance bf		£438.14					
23-Sep-21	Posted balance as per accounts		£14.00		£5.98	£306.82	-£123.30	<u>£14.00</u>
23-Sep-21	Balance as per bank statement		£14.00					
23-Sep-21	Posted balance - cleared balance		£0.00					
23-Sep-21	Balance cf		£14.00					
Summary for all accounts					Receipts		Payments	Transfers
								Balance
1-Apr-21	Balance bf		£14,875.63					
23-Sep-21	Balance per accounts		£37,088.72		£36,852.73	£14,639.64	£-	<u>£37,088.72</u>
23-Sep-21	Balance per bank statements		£37,088.72					
23-Sep-21	Balance cf		£37,088.72					

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Staploe Parish Council Reserves				23/09/2021					
Earmarked Reserve Category	Category breakdown	Funds Reserved 01/04/2021	Receipts to reserve to 23/09/2021	Payments from reserve to 23/09/2021	Balance to 23/09/2021		Balance forecast to 31/03/2022		Comment
					Breakdown	Total	Breakdown	Total	
Dennybrook Planning		£0.00	£7,554.11	£2,643.36		£4,910.75		£386.75	Receipts and payments exclude RADIUS funds of £706.41 - cheque was cashed and then refunded by the bank - Cllr. V. Zwetsloot investigating. £3320 received in bank account and £4234.11 in Just Giving. £4320 paid for planning advice. £2760 for Highways advice. £87.36 for 8 banners.
Village Hall Rebuild Reserve	General Village Hall Rebuild Fund	£3,752.90	£1,500.00	£350.00	£4,902.90		£4,902.90		£350 used to pay for hall committee insurance
	Heater refund (from Ward Fund 2018)	£660.00			£660.00		£660.00		
	Total Village Hall Rebuild Reserves					£5,562.90		£4,992.90	Infrastructure payment for Anglian Water for connection to main due in 2021 £570
Election fund		£510.29				£510.29		£510.29	
Literature & info fund		£48.41	£0.00	£17.55		£30.86		£30.86	£17.55 for copy of definitive map
Grass & hedge cutting field		£217.00	£45.00			£262.00		£262.00	
Hedge cutting Duloe Common		£75.00	£30.00			£105.00		£105.00	
Play area assets		£53.38				£53.38		£53.38	Towards installing the defibrillator, inspection of lights, noticeboard repairs
Maintenance		£164.13		£164.13		£0.00		£0.00	Old Chapel bridge repairs
Defibrillator		£60.00	£50.00			£110.00		£110.00	
Asset replacement (eg. laptop, noticeboards)		£100.00	£125.00			£225.00		£225.00	
Tree works		£350.00	£253.00			£603.00		£603.00	
Neighbourhood Plan		£6,015.42	£7,872.00	£6,015.42		£7,872.00		£0.00	
Street light inspection		£0.00	£434.00			£434.00		£434.00	
Total earmarked reserves		£12,006.53	£10,309.00	£6,547.10		£15,768.43		£7,713.18	
VAT		£0.00	£4,426.26	£385.47		£4,040.79		£1,851.11	
Available reserves		£2,869.10				£21,320.29		£4,893.58	Opening balance plus total receipts plus VAT balance less total payments and earmarked reserves.
Total funds		£14,875.63				£37,088.72		£14,457.87	
Earmarked reserves = funds set aside for a specific purpose. These can only be allocated to another purpose if the council passes a resolution to do so.									
Available reserves = total balance in the accounts less the earmarked reserves. This should be 50-100% of our precept ie. £6351 - £12702									
Therefore £4893.58 is below the recommended range by £-1457.42.									

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Staploe Parish Council Performance Against Budget 2021 - 2022	Budget to Mch 2022	Actual to 30th Sep 2021	Forecast to 31st Mch 2022	Forecast less Budget	Comment
Regular Receipts					
Precept	£12,701.85	£12,702.00	£12,702.00	£0.15	£12702 requested - has to be a whole number
Interest	£-	£0.46	£0.92	£0.92	
Grass cutting	£1,389.51	£1,389.51	£1,389.51	£-	
Total Regular Receipts	£14,091.36	£14,091.97	£14,092.43	£1.07	
Other Receipts					
Neighbourhood Plan		£7,872.00	£7,872.00	£7,872.00	
Donations for Dennybrook		£7,554.11	£7,554.11	£7,554.11	
Newsletter advertising	£-			£-	
Ward Fund	£-			£-	
Ticket sales from social events				£-	
CIL income				£-	
Police VERU grant for containers		£2,000.00	£2,000.00	£2,000.00	For reroofing and reconnecting CCTV
Other (eg. deposits, refunds, proceeds from social events / book sales)	£-	£908.39	£908.39	£908.39	£706.41 RADIUS funds - cheque credited and then "bounced" so has to be shown as a receipt and payment - Cllr. V. Zwetsloot investigating. £166 contribution from Thomas Morris for bridge repairs at Old Chapel. £30 cash for selling mower. £5.98 refund for postage from PC World.
Total Other Receipts	£-	£18,334.50	£18,334.50	£18,334.50	
Total Receipts	£14,091.36	£32,426.47	£32,426.93	£18,335.57	Difference matches "other receipts" plus interest.
Regular Payments (from precept)					
	Budget to Mch 2022	Actual to 30th Sep 2021	Forecast to 31st Mch 2022	Forecast less Budget	Comment
Clerk's salary & pension	£4,277.86	£2,081.73	£4,277.86	£-	Remain on Salary Point 17 but assumes 2.75% increase. 5 hours per week.
Clerk's PAYE	£-			£-	
Clerk's salary & pension extra hour per week for Neighbourhood Plan	£896.50	£416.35	£896.50	£-	One hour per week to assist with the neighbourhood plan (admin not grant funded). Salary point 17 plus pension.
Total staff costs	£5,174.36	£2,498.08	£5,174.36	£-	
Audit Fees	£260.00	£265.00	£265.00	£5.00	£200 for external audit and £65 for internal.
Councillors Expenses	£30.00		£30.00	£-	
Clerk's employment expenses	£312.00	£166.50	£312.00	£-	Monthly mileage (£8) and Working From Home Allowance (£18)
Clerk's Other Expenses eg. postage & sundries	£40.00	£4.62	£40.00	£-	Postage and sundries.
Training	£80.00		£80.00	£-	£50 Clerk's training, £30 for 2 x Cllrs training
Highways Grass Cutting	£1,300.00	£750.00	£1,300.00	£-	Mark Ibbett - 2 single swathe cuts plus 1 full swathe plus one extra cut in the urban area.
Insurance	£450.00	£485.54	£485.54	£35.54	Insurance increased
Power to street lights	£343.00	£170.77	£343.00	£-	Fixed contract

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Regular payments continued	Budget to Mch 2022	Actual to 30th Sep 2021	Forecast to 31st Mch 2022	Forecast less Budget	Comment
Elec (CCTV & containers)	£50.00	£31.70	£100.00	£50.00	
Water and sewerage for containers	£100.00	£10.74	£100.00	£-	
Community cabin & picnic area maintenance & works	£100.00	£96.86	£300.00	£200.00	Likely to need extra for moving cables for roofing work, PAT testing
Other Maintainance (street lights, speed signs, benches, play area & planters)	£100.00		£100.00	£-	Budgeted for: £0 for planters + £100 for other maintenance eg. noticeboards, benches, play area etc.
Defib costs	£25.00		£25.00	£-	No maintenance first 2 yrs. £25 in case electricity charge. £150 maintenance per year after two years - save for this in reserves.
Play Area Inspection	£70.00	£68.50	£68.50	-£1.50	
Play Area Works (assets purchased)				£-	
Play Area Works (consumables / labour)	£30.00		£30.00	£-	May need materials for gap filling
Playing field grass & m'nance	£1,300.00	£545.23	£1,313.33	£13.33	Grass cutting £1300 for ten cuts (excluding weed treatments - to be done by Rod Thompson for free) plus £13.33 for padlock
Duloe Common grass	£110.00	£50.00	£110.00	£-	Grass cutting - 10 cuts
Tree surveys and works				£-	Budget assumed no works in 2021/22 but that money is saved to reserve for future works - see "Regular transfers to reserve"
Subs (SLCC / BATPC)	£205.00	£205.00	£205.00	£-	BATPC £93 + SLCC inc from £95 to £112 - moved to 6hrs / wk
Admin	£374.00	£221.99	£374.00	£-	£35 Info commissioner, stationary items (£72)and printer cartridges bought direct (£225), other eg.prof advice, social events (£42).
Web & e-mail hosting, software subs	£345.00	£211.81	£371.81	£26.81	Budgeted for Eyelid & Cloudnext yr 3 package £270 (£90 for .gov every 2 yrs) for website + £75 software. Actuals include £35.97 for Zoom subs before NDP grant started paying for this but a little less for software.
Other assets (eg. street furniture / tools / office equipment). Excl. playing field/ play area)	£-			£-	
Village Hall Hire	£201.00	£137.50	£262.50	£61.50	Budget assumed 1 APM 3 hrs @£12 /hr, (5 PC meetings of 2 hrs, 1 PC meeting of 3 hrs, 2 committee / Playing Field meetings of 1 hr) at £8/hr and £15 towards each of 3 social events. Actual costs have included 4 meetings in large halls (2 in July, 1 in August and 1 in September) and I anticipate more frequent meetings between now and end of March and probably two in large halls including APM plus £15 towards a social event.
Village Hall Works / Maintenance	£150.00	£150.00	£150.00	£-	£150 for regular VH maintenance payment (remaining £350 met from reserves)
Newsletter	£355.00	£206.42	£355.00	£-	Dennybrook flyer £206.42 (a resident then paid for more). Assume one more newsletter.
Other		£43.13	£43.13	£43.13	£43.13 for Countryside Code signs
Contingency	£150.00		£150.00	£-	
Total regular payments	£11,654.36	£6,319.39	£12,088.17	£433.81	We are forecast to overspend vs budget by £433.81. £200 of this is for works to the cabins, £61.50 for extra hall hire, £50 electricity for cabins, £43 Countryside Code signs, £35.54 insurance, £26.81 Zoom, £13.33 padlock for field, £5 extra for internal audit.

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Staploe Parish Council Performance Against Budget 2021 - 2022	Budget to Mch 2022	Actual to 30th Sep 2021	Forecast to 31st Mch 2022	Forecast less Budget	Comment
Regular transfers to reserve (from precept)					
Village Hall Savings	£1,500.00	£1,150.00	£1,150.00	-£350.00	Transferred £1500 to earmarked reserve but used £350 to assist with insurance.
Hedge cutting savings	£75.00	£75.00	£75.00	£-	
Asset replacement savings	£125.00	£125.00	£125.00	£-	Saving to replace Clerk's laptop and printer £600 every 5 years
Tree surveys and works savings	£253.00	£253.00	£253.00	£-	Survey cost £360 every 3 years (£120pa). Works £400 every three years (£133pa)
Defibrillator	£50.00	£50.00	£50.00	£-	
Street light inspection savings	£434.00	£434.00	£434.00	£-	Formal inspection to cost approx £1302 in 2023/24
Total Regular transfers to reserve (from precept)	£2,437.00	£2,087.00	£2,087.00	-£350.00	£350 used to support Village Hall Committee with insurance costs
Regular payments + regular transfers to reserve	£14,091.36	£8,406.39	£14,175.17	£83.81	
Regular receipts - regular payments & transfers to reserve	£-	£5,685.58	-£82.74	-£82.74	We budgeted for regular receipts and transfers to reserve to match regular payments.
Other payments (met from additional receipts eg. grants or earmarked reserves)					
	Budget to Mch 2022	Actual to 30th Sep 2021	Forecast to 31st Mch 2022	Forecast less Budget	Comment
Neighbourhood Plan Costs		£1,035.97	£7,872.00	£7,872.00	Zoom subscription so far. To be spent on planning advice, survey monkey and green infrastructure review.
Neighbourhood Plan Grant Refunds		£6,015.42	£6,015.42	£6,015.42	Unspent grant from 20/21
Dennybrook advice and campaign		£7,167.36	£7,167.36	£7,167.36	For planning advice and highways note + banners
Ward Fund assets purchased				£-	
Other assets purchased from earmarked res				£-	
Village Hall payments from earmarked reserve		£350.00	£350.00	£350.00	£350 towards insurance
Repairs to bridge at Old Chapel, Honeydon		£330.00	£330.00	£330.00	£166 contributed by Thomas Morris, £164 from our maintenance reserve.
Payments from other earmarked reserves		£17.55	£17.55	£17.55	Footpath map
VERU grant for containers			£2,000.00	£2,000.00	
Elections				£-	
Hall hire for social events (met from ticket receipts)				£-	
Other payments (refunds etc.)		£706.41	£706.41	£706.41	£706.41 RADIUS funds refunded to bank (cheque bounced - funds not available).
Total Other Payments	£-	£15,622.71	£24,458.74	£24,458.74	
Total Payments	£11,654.36	£21,942.10	£36,546.91	£24,892.55	

Staploe Parish Council 30th September 2021

Staploe Parish Council Performance Against Budget 2021 - 2022	Budget to Mch 2022	Actual to 30th Sep 2021	Forecast to 31st Mch 2022	Forecast less Budget	Comment
Other transfers to reserves (not from precept)					
Dennybrook fund	£-	£386.75	£386.75	£386.75	
CIL income					
Total other transfers to reserves	£-	£386.75	£386.75	£386.75	
Total Payments & Transfers to Reserve	£14,091.36	£24,415.85	£39,020.66	£24,929.30	
Total receipts - (total payments & transfers to reserve)	£-	£8,010.62	-£6,593.73	-£6,593.73	Most unbudgeted payments / transfers to reserve are met by extra receipts except: Unbudgeted receipts not transferred to reserve: £30 mower + £6 postage refund + £1 interest = £37 Unbudgeted payments from reserve: Neighbourhood Plan refund £6015, bridge £164 + map £17.55 = £6196.55. Unbudgeted regular spending (from precept) £433.81 = Total of £6593