

Minutes of a Meeting of Staploe Parish Council Held at 7.45pm on Thursday 16th November 2023 in the Meeting Room at Wyboston Village Hall.

Present: Cllr. J. Ibbett, Cllr. V. Zwetsloot, Cllr. G. Meola, Cllr. E. Meola, Borough Cllr. J. Cox, Lucy Crawford (Clerk) and two members of the public.

Apologies for absence: Cllr. P. Yockney and Cllr. J. Thomson.

2023/088. Declarations of Interest

None

2023/089. Public Open Forum

Bill Brightman explained that the proposal to run a cable across his land from the proposed East Park solar farm to Eaton Socon substation was a complete surprise to all the Brightmans associated with Cobholden Farm. They were not aware of it until the day the proposed solar farm became public. They have been offered a small sum for the land for the cable and if they do not agree they have been told RNA can use compulsory purchase powers. Bill and his family want residents to be aware that they were not in any way involved in this East Park Energy project and it is not connected with their proposed solar farm at Cobholden.

Borough Cllr. J. Cox explained that our MP Richard Fuller will be holding a surgery in Keysoe Village Hall on 24th November between 12pm and 2pm

The Clerk reported that she had received the following comments about East Park from residents:

1. A resident from the north west of the parish:

“Huge swathes of countryside are being eaten up in our local area for solar. I think the main problem is the density that we already have in our area as a whole isn’t being considered in this context and the concern about future development. I’ve read about an area in Lincs that has 4 large infrastructure solar farms being proposed on all 4 sides so the area will effectively be hemmed in by solar. It seems from everything I’ve read that once an area is identified as being good for solar and infrastructure is put in place, and it is near a substation then you often see clusters of these very large (and also smaller local authority led plans) in a very small area of land mass.

They also haven’t mentioned anything about battery storage in their consultation document, so I wonder if this forms part of the plan?

Some of the solar farms that I mentioned previously do not even reach carbon neutral in their 40 year lifespan, so how can it be justified?

Also there is no legal obligation on the landowner or the developer to put the land back at the end of the term, even if a decommissioning agreement is entered in to. This effectively then means that the land is previously developed brownfield land and can be used for any type of development after the solar permission expires. And of course there is no means of recycling 1 million plus solar panels at the moment!”

[The Clerk clarified that battery energy storage does form part of the plan on site C. The myth busting page of the East Park website states that “a solar panel’s carbon payback is 1-4 years and that they generate a hundred times more energy than it takes to make them over a 40 year warranty period”. It also states that solar panels can be recycled and that “up to 99% of materials in a solar panel are made from recyclable materials.” The Clerk has also asked RNA (the developer involved in East Park

Energy) whether the land will be continue to be designated as “Open Countryside” for planning purposes after the site has been decommissioned. RNA tell us that it will – ie. It won’t be classed as brownfield land more suitable for development.]

2. A resident from the west of the parish

I would like to express my concern about the proposed Eastpark Solar Farm development and to object to the size of it. I am not against solar farms and can appreciate their necessity but I feel strongly that they should be built on brownfield sites and in moderation. We have several old airfields in this area which would be more appropriate.

These proposed sites are vast and would not only use good agricultural land but would also monopolise lovely rural countryside and views. Trees and hedgerows would have to be removed and, whatever the energy company says about planting new trees, their track record at Keysoe shows that little effort is made to enable trees to survive.

I am concerned that there is no evidence to prove that the panels will actually last 40 years and no evidence on how so many will be recycled.

The exhibition promoted jobs in the area, but failed to say how many people would lose their livelihood. It advised that panels would not be erected in areas at risk of flooding, areas which happen to be the best farming land. It promoted wildlife but other solar farms appear to be surrounded by strong security fencing.

These farms would do nothing to help local economy and would only deter visitors to the area.

3. A resident from Staploe:

From a farm owners perspective the government from 2027 is stopping all direct payments to farmers for food production. here are occasional grants for reinvestment but nothing of the scale of previous subsidies. The government is funding farmers for greening and environmental improvements such as pollen and nectar mixes for butterfly bee and insect habitat as well as wild bird mixes, wildflower mixes and legume crops for soil improvement. eanwhile all European and American farmers are subsidised for food production.

Our government is sending farmers the message that it is not interested in food production in the UK and we can import it cheaper than UK farmers can produce it. Certainly in some seasons and looking to the future UK agriculture is a marginal business and not a profitable one. Equally farming is still a business and no one is owed an income just because they grew up on a farm. The coal industry is not subsidised and has been allowed to die; most of the steel industry has gone too so I don't feel farmers are owed a living. We have to earn it and hence many farmers are diversifying as much as they can.

Re food production we still export wheat out of the UK so there is a plentiful supply available for internal use. Prices spiked up to about £300/tonne during the initial Ukraine war. However, the war continues and supply lines are mostly fixed. The wheat price is down to about £180 a tonne which is not a great price with current running costs. Around here the land is mostly clay based and farmers grow crops that go through a combine harvester. Oilseed has become increasingly difficult to grow with weather patterns and insect pests we can no longer control as the insecticides that were used in the past are now banned (which I think is a good thing) but it's very difficult to establish the crop in this area of England. The soil is too sticky for root crops like carrots and potatoes. Even sugar beet is a risky crop to grow (The Xxxxxx were lucky to get it lifted before the rain came).

There is a vast area of farmed land in the UK and if all the solar panels that are projected for 2050 net zero were built it would not reduce UK food production in any significant way. I believe it would be less than 6% of farmland. There is no danger of the solar farms taking over all the arable land in the UK.

If there was a world food emergency we could either plant wheat in autumn or spring for harvesting in the summer. So it's 6 or 10 Months to get to a harvest. The wildflower areas etc. could be quickly ploughed up and put back into production but equally with a big 360 excavator the solar panels could be pulled out of the ground and pushed up very quickly too. The panels sit on steel legs that are only pushed into the ground and are not concreted in. If such an emergency arose we could produce food again as quickly as the seasons allow.

Yes there is a potential for an area of solar panels around the parish but is that really a problem if they are well managed during the building process so that it doesn't disrupt people's commutes? With time they just become part of the landscape that we all get used to.

We need power to be home produced rather than importing all this fracked gas and oil from abroad.

I suspect some people will be worried that there may be an effect on their house price. Most schemes are well thought through, have good screening and are designed to limit impact on the local community. I haven't heard of a decrease in local house prices because of a solar farm. I asked a land agent about the effect of house prices in Southoe from the wind turbines there and he said there wasn't any. Sorry I can't point to any more scientific evidence to help calm people's legitimate concerns.

Everything is a balance but at the moment power production seems more important to the country than an over supply of food.

4. A resident from Staploe

Solar farms in general, but particularly in the UK, are conceptually flawed (amongst other current renewable technologies). They are a cheap sticking plaster on the real problem of lack of government investment & incentivisation of nuclear fission-based power generation. Any realist with a moderate grasp of mathematics can determine that nuclear fission power is the only viable low-carbon interim climate solution, prior to the commercialisation of nuclear fusion-based power generation. As such, I'm opposed to the further cannibalisation of UK countryside to pursue the misguided ideal of UK solar power.

5. A resident from Staploe

- i. *I am concerned about the following:*
 - a. *The loss of good quality farmland that the UK needs for food production - how will this be compensated?*
 - b. *The loss of wildlife habitat – how will this be compensated?*
 - c. *Is there a limit on how much one area can be turned into solar farms? Will this be the final in our area or how can a total limit be established?*
 - d. *A lot of green mitigation is proposed (as usual), but we know that little attention is paid to actually making sure this is done and maintained so that it grows? How can this be enforced?*
- ii. *The project is massive – 8 x the size of the other proposed solar farm developments that we have looked at before. It is planned to be constructed in 2 years so there will*

be multiple coincident work areas – piling noise will therefore be very significant for those living near the sites for long periods of time.

- iii. *I expect that Xxxx and Xxxx will be well paid for the cable route through their land – what will the Parish get out of this?*

[On the latter point iii the Clerk clarified that both landowners in our parish have been given little option regarding the cable route through their land and RNA have stated that there will be a community benefit scheme of some sort.]

2023/090. Approve Minutes of the Parish Council Meeting held on Thursday 21st September and the Finance Committee Meeting held on 26th October 2023

- Having been previously circulated the minutes of the Parish Council meeting held on 21st September were approved as an accurate record of the meeting. Proposed by Cllr. E. Meola and seconded by Cllr. G. Meola.
- Having been previously circulated the minutes of the Finance Committee Meeting were approved as an accurate record of the meeting. Proposed by Cllr. V. Zwetsloot and seconded by Cllr. J. Ibbett.

2023/091. Borough Councillor J. Cox report

Borough Cllr. J. Cox provided information on the following grants available to Parish Councils:

- Community Ward Fund. This can be used to replace or repair council assets eg. Bins, benches, street signs, fencing, play equipment and to refurbish or replace community assets eg. Noticeboards.
- House of Industry Estate Applications. In brief: the income of the charity is to be used in relieving persons resident in the Borough of North Bedfordshire who are in conditions of need, hardship or distress by making grants of money or providing or paying for items, services or facilities. Further information will be made available on our website.
- Rural England Prosperity Fund: this is for capital investment (on assets such as a building or equipment which are expected to be used for at least one year) in rural areas of Bedford Borough. Bedford Borough Council have identified three priority areas for projects: funding for small scale investment in micro and small enterprises in rural areas, funding for the development and promotion of the visitor economy and funding for active travel enhancements in the local area.

Ward report:

- ***Bedford Council secures and additional £6.3 million in funding***

This funding will support Bedford Borough Council to test and refine recommendations within the Special Educational Needs and / or Disabilities system that are likely to come into legislation in 2025.

Bedford Borough Council has been appointed as the Lead for the CPP partnering with, Central Bedfordshire Council and Luton Borough Council. Through accepting the grant the Bedford Council will be well prepared to implement these reforms without negatively impacting on the day to day services within SEND.

[Borough Cllr. J. Cox. later clarified this as follows: “Initially the schools won’t see the additional money that’s being allocated as its for specific projects to look at ways to improve SEND practice such as creating a simple template for EHCPs.

Some schools will be asked to trial initiatives that are needed to be tested and they will receive money to do that but it won’t be money for everyday SEND provision. All schools will ultimately benefit once improvements to SEND practice have been approved.”]

- **Council Financial Overspend**

The Council is facing financial challenges as they face a forecast overspend for the year 2023/2024 of £12.188 million. This was the forecast as at 30 June 2023 before the conclusion of the local elections.

The Council is working to respond to this position and there has been some improvement. The latest budget monitoring information available, to 30 September 2023, identified that the gap is now £8,518 million.

An improvement, but still much work to do. The Executive is responding by committing to a 4-year Efficiency Plan that seeks to protect services, transform service quality, improve organisational and process efficiencies, and improve customer service. This will be reported to the Executive in November 2023.

- **Council Executive agree new Capital Programme**

The Executive recently agreed a new Capital Programme to address the lack of GP provisions in some communities, poorly maintained leisure facilities, Town Centre regeneration and deliver on the Bedford to Milton Keynes Waterway Canal to name a few aspects.

A list of these priorities are below:

1. **Primary Care Estate (Gross £9.000 million, Net £3.000 million)** – Funding to support the delivery of new and improved health estate/GP surgeries across Bedford Borough.
2. **Town Centres Regeneration (Gross £25.000 million, Net £11.000 million)** – Funding to support the delivery of a series of short, medium and long term to stimulate town centre regeneration and economic investment. This includes funding for the Prebend Street Relief Road which represents a critical component of an emerging comprehensive residential-led development of the Prebend Street Quarter, to provide significant highway network benefit, help strengthen the link to the Railway Station Quarter, and improve the overall amenity, future vitality and connection to the town centre.
3. **Leisure Sites – Essential Works (Gross/Net £3.965 million)** – Almost £4 million essential health and safety work in our leisure centres that have really suffered from lack of investment over the past few years. This is funding for essential investment to ensure that leisure sites can function safely.
4. **Leisure Complex & Asset Refurbishment (Gross/Net £30.000 million)** – Funding for the refurbishment of existing leisure assets, including the development of a new Leisure Village incorporating a new purpose-built leisure facility.
5. **Bedford to Milton Keynes Waterway Canal Link (Gross £4.200 million, Net £0 million)** – To profile the earmarked financial contribution to enable commencement of this ambitious project.
6. **Sharnbrook (Primary) School (Gross £4.800 million, Net £0.000 million)** – Funding to enable education to be provided on one site in the new development in the village, rather than separated over two sites.
7. **A6 Paula Radcliffe Way Highway Corridor (Gross/Net £1.240 million)** – Funding for the replacement of existing crash barrier posts have rusted beyond serviceable expectation due to water damage.

[The Clerk sought clarification on gross vs net in this context. Gross means the total amount of the capital spend; net is the amount of capital spend excluding external sources eg. grants]

- **What is the Council doing for Black History Month**

In honour of Black History Month, the Higgins is doing an online exhibition “Paved with Gold”: Bedford’s Windrush Generation – this Higgins Bedford collaborated with the Higgins Black History Panel, The University of Hertfordshire, Nubian Teachings, The Retired Caribbean Nurses Association (RCNA Bedford), The Miracle Church of God in Christ, MAK Studios, The University of Hertfordshire, Bedfordshire Archives, and members of the public to collect the stories and photographs presented in this exhibition.

Another exhibition is the Cultural Roots Sound System Museum – this is also at the Higgins and will be open on the 7th October and be on display for an entire year. The exhibition is a showcase of reggae music history, sound system culture, and the evolution of technology. This is particularly poignant for Bedford given its Caribbean community.

- **Town Centre new shops and footfall up**

In the last 3 months 8 unique stores have opened in Bedford Town Centre, additionally, footfall has increased in the last 3 months by an average of roughly 30.7% when compared to last year.

Wider Borough Items

- **Apply now for secondary school places in 2024**

A friendly reminder that parents/guardians will need apply by 31 October 2023 for the best chance of getting a place at their preferred school.

The online admission system is available online at www.bedford.gov.uk/onlineadmissions, and will close for secondary and upper school applications on Tuesday 31 October 2023.

- **Paula Radcliffe Way**

Works are continuing to progress on Paula Radcliffe Way and the Council expect the majority of the project to be completed as expected.

Testing and inspection of the crash barrier system has been carried out and it has become apparent that the entire system needs to be replaced. This will improve road safety for all users, however, it will mean some works will need to be continued after the end of October.

This is an unforeseen delay and these additional works are planned to be completed by 15 December 2023 at the latest, and we hope they will be finished before this date. The road will remain open during this time, in single lanes, allowing both Northbound and Southbound traffic to continue.

2023/092. Eastpark Solar Farm Consultation

Consider how to respond to the proposals for a 400MW solar farm between Hail Weston and Swineshead. None of the panels proposed are in our parish but the existing solar access track in our parish will be used and cables will run through Duloe.

It was resolved to respond in the following way to RNA Energy:

“Staploe Parish Council are not against solar energy in principal and have not objected to the latest planning application for a second 50MW solar farm at High Wood in the north of our parish. This is because it is not close to many properties and the landowner involved has set the panels back from public rights of way, improved footpaths around the site and included a lot of mitigation measures for wildlife. There is also a further project being proposed at Cobholden in our parish which is directly adjacent to the substation and on low grade agricultural land. We believe that 150MW of solar farms very close to the Eaton Socon substation (the existing one at High Wood, the new one proposed at High Wood and the one at Cobholden) is more than sufficient for the area.

We object to the Eastpark Energy solar scheme for the following reasons:

- loss of good quality agricultural land - why are we not putting solar panels on new homes and large warehouses or poorer quality land instead? We need this land for food production.*
- the enormous scale of the project will affect huge swathes of our countryside changing the landscape for residents and the habitats for wildlife. This scheme will be very visible for miles around.*
- we already have a 50MW solar farm and proposals for two more 50MW solar farms in our parish because we are close to a substation. Where will this stop?*
- Other comments if the scheme were to go ahead:*
- We have seen that screening and environmental mitigation is often not well managed and this is not enforced. At High Wood the screening hedges were planted years after the solar panels were installed and there are many dead saplings which have not been replaced so the hedges are taking a long time to establish.*
- High Wood is an ancient woodland and could be almost surrounded by panels and security fencing if this project and the new extension of the High Wood project were to go ahead. This could damage the wildlife in the wood. Although site D does not directly abut the wood it would be close to it and there is already a proposal to construct a solar farm on the other three sides of the wood.*
- battery energy storage facilities can be a fire risk and the facility will be in a remote place – are there adequate extinguishing capabilities in the event of a fire which will not result in harmful pollution to air, soil and water and are the fire prevention measures sufficient?*
- panels can cause flooding and siltation issues when they change the runoff patterns over a large area*
- The access track crosses a right of way (FP 16 in Staploe Parish) and there were several near misses with pedestrians and construction vehicles when the current solar farm was being built. This will be 8 times the size and will be dangerous for pedestrians.*
- How will the decommissioning funds be protected in the event of RNA going out of business? Will there be an ESCROW account or similar?*
- If this project was to go ahead the community fund would be very important to us but we would want the flexibility to use it on a range of projects – not just net zero projects because there is limited scope for these in our parish (eg. our village hall was demolished in 2021 and we want to rebuild it – which would not be a net zero project). ”*

It was resolved to respond to the Planning Inspectorate re the Environmental Scoping Document in the following way:

“Staploe Parish Council have examined the yellow table in the scoping document (p310 to 333)
<http://infrastructure.planninginspectorate.gov.uk/document/EN010141-000010>

and it is our opinion that the following should be scoped in:

- 1. Glint and glare during operation*
- 2. night time effects throughout the project as lighting may be used during construction and decommissioning*
- 3. residential visual amenity throughout the project not just during operation*
- 4. non statutory designated sites for nature conservation throughout (the fences have a significant impact on nature – High Wood, Hail Weson is an ancient woodland and would be very close to site D and already has a well advanced proposal to build a solar farm on its three other boundaries.)*
- 5. irreplaceable habitats (eg High Wood, Hail Weston ancient woodland will be almost surrounded if this project and High Wood solar farm go ahead),*
- 6. priority habitats throughout (they may be retained but what effect will the fencing, noise, lighting have?)*
- 7. non-breeding birds during operation (they can dive into the panels thinking it is water)*
- 8. roosting bats during construction and operation (can dive into panels thinking it is water, may be affected by the lighting during construction / decommissioning and fencing)*
- 9. reptiles should be scoped in as there are a lot of grass snakes in the area*
- 10. badgers should be scoped in as there are many in the area and they can be dramatically affected by the fencing*
- 11. otters have been returning to the area (seen in Duloe Brook last year) and should be scoped in*
- 12. water voles are present in the area*
- 13. invertebrates should be scoped in (we have some rare moths in our area eg. Small Eggar Moth which may be affected during construction / by lighting*
- 14. water quality from increased siltation should be scoped in during operation as the change in runoff patterns can affect water quality and siltation*
- 15. human health should be scoped in because losing green spaces and views to industrial views of panels can affect people's mental health*
- 16. setting impacts to designated heritage assets should be scoped in during construction*
- 17. non-designated heritage assets should be scoped in because they are of importance locally*
- 18. noise impacts should be scoped in during decommissioning*
- 19. noise impacts of traffic should be scoped in during decommissioning*
- 20. traffic and transport – all aspects should be scoped in during decommissioning as well as construction*
- 21. increases in winter precipitation due to climate change should be scoped in during construction and decommissioning due to mud*
- 22. changes in water availability should be scoped in during operation as they will need to wash the panels*
- 23. travel of construction workers should be scoped in – they may need to stay in caravans on site*
- 24. energy consumption from providing clean water and treatment of waste water – include because they may need caravans on site and toilets etc. and they may need to wash panels during operation*
- 25. vehicle emissions should be included during decommissioning as well as construction*
- 26. effects on agricultural land use should be included during construction and decommissioning.*

We also want to know about:

- 1. archaeology – when will that be done – is it included in the environmental scoping document?*
- 2. Working hours – will they be limited to 8-5 Monday to Friday excluding bank holidays during construction and decommissioning?"*

In addition it was resolved to ask our MP Richard Fuller:

- **Why is there no specific government planning policy for solar farms?**

- **Who will do due diligence on companies involved in a solar farm to ensure they are financially sound and that decommissioning funds are protected in the event of a company going into administration?**

It was resolved to ask Bedford Borough Council:

- **Why are we seeing so many solar farms in our area when the area was designated for wind not solar in the allocations and designations map**

The Clerk explained that the Hunts District Councillor for Hail Weston was present at the open exhibition in Hail Weston and he is proposing that the access track from Hail Weston to Swineshead becomes a permanent active travel route including cycling and bridleway to go from St Neots to Kimbolton. There is already a cycle path from St Neots to just beyond Willow Row Barrow on the Kimbolton Road and so the cycle route could then continue all the way through to Kimbolton through the solar farms. Apparently there is an active travel route somewhere near Kimbolton that it could link up with. **It was resolved that this might be something to consider if the scheme is taken forward but at present the message should be clear that the Parish Council oppose the scheme. Resolutions were proposed by Cllr. V. Zwetsloot and seconded by Cllr. J. Ibbett.**

2023/093. Social Event: Fish and Chip Night 18th November.

- 6pm for fish and chip van arriving at 6.30pm in Colmworth Village Hall
- Bring drinks and there are sufficient funds for us to provide biscuits / cakes for dessert.
- Bingo – Cllr. V. Zwetsloot has purchased a set. Introductions from Councillors
- £1036.57 remaining from Coronation Awards for All grant. 45 people expected. Hall hire £95. Food costs £262.50. remainder to buy slabs for path at cabins.
- **It was resolved to use the remainder to purchase slabs to create a path to the Community Cabins. Proposed by Cllr. V. Zwetsloot, seconded by Cllr. E. Meola.**

2023/094. Ward Fund

- No quotes received for an awning with installation
- Consider Finance Committee proposal to apply for ward funding for a defibrillator. It was resolved to apply for funding for a defibrillator from the Ward Fund. The Clerk presented three quotes and the cheapest quote was selected from the Defib Pad – a Heartsine and cabinet similar to the one already installed at the Old Chapel. The Clerk will apply to the Ward Fund for £1,404.98. This is sufficient for one fully funded defibrillator or part funding for two. Once we have received the money we will put in an application for part funding from the government – but their part funded defibrillator scheme is available on a first come first served basis and we would need to contribute £700 up front to secure a defibrillator. Therefore, we may receive the money too late to make this application. The proposed locations in order of priority are: 1. Staploe, Falls Farm 2. Duloe Playing Field (but the football club should be able to install one there), and 3. Tythe Farm, Staploe Road, Wyboston (which is in our parish).
- The Old Chapel has now been sold and Cllr. J. Ibbett will seek confirmation that the new owner will keep the defibrillator and ensure the electricity is kept on and offer a £35 contribution towards the electricity bill.
- Peter Banks has kindly offered to install at least one new defibrillator for free
- Proposed by Cllr. E. Meola and seconded by Cllr. J. Ibbett.

2023/095. Village Hall, Community Cabins, Playing Field and Football Club

Cllr. G. Meola will be attending training at the Council for Voluntary Services shortly.

Cllr. E. Meola will look into PAT testing equipment used at the community cabins (appliances etc.)

Cllr. G. Meola reported that the planning approval for the new village hall has lapsed. A new application will need to be made if this is to go ahead. New members of the Village Hall Committee are needed and the members need to be updated on the Charity Commission website.

2023/096. Highways and Rights of Way

Nothing to report

2023/097. Ex Traveller Site Update

The hearing in September was adjourned 'due to a lack of judicial availability'. A new date has yet to be set. The hearing is related to Bedford Borough Council recovering costs from the landowners.

2023/098. Neighbourhood Plan Update

The Green Infrastructure (GI) Review is progressing. BRCC are inspecting the sites proposed. Several members of the steering committee met with AECOM who deliver the technical support for design codes on 2nd November. They think we may be able to apply for technical support for a Housing Needs Assessment as well as Design Codes. We expect to meet with AECOM again in early December once our application for (free) technical support has been approved.

Once we have the results of the GI Review, the design codes and the Housing Needs Assessment our planning consultant can start writing the plan.

2023/099. Finance

- The receipts and payments were checked against the invoices and approved for payment by Cllr. G. Meola and Cllr. J. Ibbett. They are listed on p11-12
- The bank reconciliation was checked against the bank statements by Cllr. E. Meola and is listed on p13-14
- Performance against budget to date is listed on p 15-18
- The budget and precept for 2024/25 was unanimously approved and is listed on pp 19-22.
- This will result in a precept of £14,513.48 and an estimated Band D Council Tax (parish precept) of £108.33 per year – an increase of £1.42 on the current year.
- The Clerk confirmed that receipts or payments are likely to exceed £25K due to neighbourhood plan grants and so she has budgeted for an external audit.
- Consider need for a 3 year financial forecast. This is to be discussed at the next meeting.
- It was resolved to discuss use of a finance package eg. Scribe at our next meeting.

2023/100. Clerk's salary award

- The Local Government Services Pay Agreement 2023 has been agreed and new payscales for 2023/24 have been issued. It works out at a 7.2% increase in the Clerk's salary. We had assumed a 5% increase so we had budgeted to pay £5841.61 for salary and pension but in fact it will be £6131.68 so an extra cost of £290.07 for the year. This has been included in the budget approved in 2023/099 above.
- **It was resolved that the Clerk should be paid for up to 10 additional hours this financial year to cover the additional time required to respond to Eastpark Solar Farm.** Proposed by Cllr. G. Meola and seconded by Cllr. J. Ibbett.

2023/101. Review Policies and registers

- Review asset registers. The Clerk's new laptop has been added to the list of assets.
- Review policy for viewing and commenting on planning applications. This was added in error as it was reviewed in July 2023

- Review Councillor and Clerk's allowances. Mileage remains at 45p per mile and the Clerk's working from home allowance remains at £18 per month.

2023/102. Agree meeting dates for 2024

Day	Date	Location	Meeting Start Time	Booking time	Notes
Thursday	18 th January 2024	Wyboston Village Hall (meeting room)	7.45pm	7.30-10.30	Followed by a meeting of Duloe and Staploe Village Playing Field Charity
Thursday	21 st March 2024	Wyboston Village Hall (Main Hall)	7.00pm	7.00-10.00	Annual Parish Meeting (when the PC report back to parishioners and residents raise any matters of their choice) followed by a parish council meeting
Thursday	16th May 2024	Wyboston Village Hall (meeting room)	7.45pm	7.30-10.30	Annual Meeting of the Parish Council (when we elect our chairman)
Thursday	18th July 2024	Wyboston Village Hall (meeting room)	7.45pm	7.30-10.30	
Thursday	19 th September 2024	Wyboston Village Hall (meeting room)	7.45pm	7.30-10.30	Followed by AGM of Duloe and Staploe Village Playing Field Charity
Thursday	21 st November 2024	Wyboston Village Hall (meeting room)	7.45pm	7.30-10.30	

SPC Minutes November 2023

Summary of Transactions for Staploe Parish Council for Approval at Meeting on:						16/11/2023
Main Account Payments						
Ref	Date	Payee	Details	Type of transaction	Cheque / Ref Number	Amount
94	05/10/2023	EDF Energy	Electricity for cabins	Direct Debit	0	£26.05
95	12/10/2023	Wyboston Village Hall	Hall hire for September meeting	BACS	0	£24.00
96	12/10/2023	Colmworth Village Hall	Hall hire top up for 18th Nov	BACS	0	£7.50
97	12/10/2023	Bradgate Fencing	Grass cutting Duloe Playing Field & Common	BACS	0	£178.20
98	20/10/2023	SSE Electricity	Electricity for street lights	Direct Debit	0	£30.12
100	03/11/2023	EDF Energy	Electricity for cabins	Direct Debit	0	£26.68
102	14/11/2023	Brightman Brothers	Tree survey Duloe Playing Field	BACS	0	£300.00
103	14/11/2023	Cloudnext	Premium web hosting	BACS	0	£119.98
104	14/11/2023	Bedford Borough Council	Election cost recharge	BACS	0	£45.73
105	20/11/2023	Wave	Water & sewage for cabins 18th Aug to 5th Nov	Direct Debit	0	£42.04
109	16/11/2023	L. Crawford	Clerk's expenses Sep-Oct	Cheque	0	£36.98
110	22/12/2023	L. Crawford	Clerk's pay and backpay Q3 Oct-Dec	Cheque	0	£1,303.67
111	22/12/2023	Bedfordshire Pension Fund	Clerk's pension Q3 Oct - Dec	BACS	0	£427.13
Total						£2,568.08
Debit Card Account Payments						
Ref	Date	Payee	Details	Type of transaction	Cheque / Ref Number	Amount
91	21/09/2023	Amazon Business	First aid - triangular bandage	Debit card	0	£2.34
108	16/11/2023	Amazon Business	Box of paper	Debit card	0	£17.99
Total						£20.33

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Main Account Receipts							
Ref	Date	Payee	Details	Type of transaction	Reference	Amount	
92	28/09/2023	Bedford Borough Council	Precept (second half)	Credit	0	£7,162.00	
93	29/09/2023	Groundwork UK	Neighbourhood Plan grant	Credit	0	£9,763.00	
90	19/09/2023	Nichola Gooch	One full page advert in Hamlets Voice	Credit	0	£10.00	
99	23/10/2023	Bottomley	Contribution for fish and chip guest	Credit	0	£10.00	
101	14/11/2023	St Neots Town Youth Football Club	Cabin hire Nov-Jan	Credit	0	£125.00	
Total						£17,070.00	
Savings Account Receipts							
Ref	Date	Payee	Details	Type of transaction	Reference	Amount	
None							
Total						£0.00	
Transfers							
Ref	Date	Recipient	Details	CommAcc	Debit Card Account	Savings Account	Total
106	16/11/2023	Main to payments	Transfer to purchase box of paper	-£17.99	£0.00	£0.00	
107	16/11/2023	Payments from main	Transfer to purchase box of paper	£0.00	£17.99	£0.00	
Total				-17.99	17.99	0	0
	payment not yet made						
Posted balances after the above transactions clear							
Community Account 30833940				£20,490.86			
Debit Card Acc 13099075				£22.98			
Base Rate Savings 43461580				£27,963.85			

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STAPLOE PARISH COUNCIL BANK RECONCILIATION 1st APRIL 2023 TO 16 Nov 2023							
Date of bank statement	16/11/2023						
Prepared by Mrs. Lucy Crawford, Parish Clerk					Date prepared:	16/11/2023	
Balance per bank statements as at:	16/11/2023						
	Barclays Community (Current) Account 30833940						£22,371.60
	Barclays Payments (Debit Card) Account 13099075						£22.98
	Barclays Base Rate Savings Account 4361580						£27,963.85
Petty cash float							£0.00
Less un-presented cheques:							
							£7.20
Add: un-banked cash at:	16/11/2023						£0.00
Net balances as at:	16/11/2023						£50,358.43
The net balances to the Cash Book (receipts and payments account) for the year to date are as follows:							
CASH BOOK							
Opening Balance 1st APRIL 2023							£26,616.57
Add: Receipts to date							£42,179.80
Less: Payments to date							£18,445.14
Closing balance per cash book as at:	16/11/2023						£50,351.23

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BARCLAYS								
Community Account 30833940								
DATE				Receipts		Payments	Transfers	Balance
1-Apr-23	Balance bf	£15,689.77						
16-Nov-23	Posted balance per accounts	£22,364.40		£42,101.35		£17,405.83	-£18,020.89	<u>£22,364.40</u>
Unpresented cheques / uncleared payments:								
	L. Crawford expenses Cheque 100955 drawn 20/7/2023 not cleared due to error on cheque							
	Cheque to be replaced when new cheque book arrives							
	Total					£7.20		
16-Nov-23	Balance as per bank statement	£22,371.60						
16-Nov-23	Posted balance - cleared balance	-£7.20		Equal to unpresented cheque				
16-Nov-23	Balance cf	£22,364.40						

BARCLAYS								
Base Rate Savings 43461580								
				Receipts		Payments	Transfers	Balance
1-Apr-23	Balance bf	£10,906.30						
16-Nov-23	Posted balance as per accounts	£27,963.85		£78.45		£0.00	£16,979.10	<u>£27,963.85</u>
16-Nov-23	Balance as per bank statement	£27,963.85						
16-Nov-23	Posted balance - cleared balance	£-						
16-Nov-23	Balance cf	£27,963.85						

BARCLAYS								
Payments Account 13099075								
				Receipts		Payments	Transfers	Balance
1-Apr-23	Balance bf	£20.50						
16-Nov-23	Posted balance as per accounts	£22.98		£0.00		£1,039.31	£1,041.79	<u>£22.98</u>
16-Nov-23	Balance as per bank statement	£22.98						
16-Nov-23	Posted balance - cleared balance	-£0.00						
16-Nov-23	Balance cf	£22.98						

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Staploe Parish Council Performance Against Budget 2023 - 2024	Actual to 31st Mch 2023	Budget to Mch 2024	Actual to 16th Nov 2023	Forecast to 31st March 2024	Forecast less budget	Comment
		7.4%				% increase vs 2022-23
Regular Receipts						
Precept	£13,336.00	£14,323.84	£14,324.00	£14,323.84	£-	
Interest	£16.29	£1.00	£78.45	£178.45	£177.45	Interest rates have increased and savings have increased
Cabin hire	£396.00	£500.00	£375.00	£500.00	£-	
Total Regular Receipts	£13,352.29	£14,824.84	£14,777.45	£15,002.29	£177.45	
Other Receipts						
Newsletter advertising	£20.00	£-	£10.00	£10.00	£10.00	
Ward Fund	£1,403.66	£-			£-	£639 Paid late for 2021/22. Used for electrical work at cabins. £765 for CCTV in car park March 2023
Neighbourhood Plan Grant	£7,914.00	£-	£9,763.00	£9,763.00	£9,763.00	
Donations for Local Plan advice & campagin	£-	£-		£-	£-	
Ticket sales from social events	£65.89		£204.00	£204.00	£204.00	2022-23 Jubilee £30 ticket sales and £35.89 proceeds from dog show tickets and food (after costs). 2023-24 Coronation ticket sales
CIL income	£-		£15,549.37	£15,549.37	£15,549.37	
Police grant for cabins	£-			£-	£-	
Police road safety grant	£3,890.00			£-	£-	For new fixed speed sign in Duloe
RAIDIUS	£706.41					Remaining funds from campaign against traveller site raised in 2007
Football Club deposit	£100.00				£-	
Awards for All - Coronation grant	£3,100.00				£-	
Other (eg. refunds, proceeds from social events / book sales)	£433.15	£-	£10.00	£-	£-	2022/23 £233.15 in refunded goods (ex VAT) for ink cartridges returned when we changed printer +£160 defibrillator contribution (Kents) + £40 cash from first aid course ticket sales.
Total Other Receipts	£18,029.11	£-	£25,536.37	£25,526.37	£25,526.37	
Total Receipts	£31,381.40	£14,824.84	£40,313.82	£40,528.66	£25,703.82	Extra regular receipts in 2023/24 due to increased interest rates forecast to be £177 higher than budget. Other receipts forecast but not in budget are: CIL income £15,549, NDP grant £9763, ticket sales for coronation £204 and £10 other (advertising).

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Regular Payments (from precept)						
	Actual to 31st Mch 2023	Budget to Mch 2024	Actual to 16th Nov 2023	Forecast to 31st March 2024	Forecast less budget	Comment
Clerk's salary & pension	£4,669.13	£4,868.01	£1,149.98	£5,019.73	£151.72	Remain on Salary Point 17 but budget assumed 5% increase in 2023/24. 5 hours per week for PC (see Neighbourhood Plan below for extra hour). In fact pay increase was 7.2%. Budget assumed ER pension contributions would increase to 27.8% but in fact remained at 26.8%
Clerk's PAYE		£-			£-	
Clerk's salary & pension extra hour per week for Neighbourhood Plan	£933.82	£973.60	£230.00	£1,003.95	£30.35	To assist with the neighbourhood plan (admin not grant funded)
Total staff costs	£5,602.95	£5,841.61	£1,379.98	£6,023.68	£182.07	Salary increased by 7.2% not 5% as predicted. Small saving due to ER pension contributions not increasing.
Audit Fees	£270.00	£270.00	£285.00	£285.00	£15.00	External; £200, internal £75
Councillors Expenses	£-	£30.00		£30.00	£-	
Clerk's employment expenses	£331.25	£312.00	£141.98	£312.00	£-	Monthly mileage (£8) and Working From Home Allowance (£18)
Clerk's Other Expenses eg. postage & sundries	£50.60	£40.00	£1.50	£40.00	£-	Postage and sundries.
Training	£60.00	£80.00		£80.00	£-	£50 Clerk's training, £30 for 2 x Cllrs training
Highways Grass Cutting	£-	£-		£-	£-	Responsibility given back to Borough
Insurance	£506.24	£515.00	£549.24	£549.24	£34.24	Norris & Fisher pulled out of 3 year deal
Power to street lights	£339.45	£343.20	£199.63	£411.08	£67.88	Fixed contract with SSE until end Dec 2023. Then assumes £615.08 per year for 2 years.
Elec (CCTV & cabins)	£163.94	£283.29	£173.31	£283.29	£-	Electricity prices have increased. Now in 2 year deal with EDF 25p per day standing charge (similar) but big increase in consumption to 35.6p per kwh
Water and sewerage for cabins	£121.06	£130.00	£98.69	£213.55	£83.55	Fixed costs £195. Water and foul water costs £3.71 per m3
Maintenance (street lights, speed signs, benches, play area & planters)	£6.30	£200.00	£209.46	£209.46	£9.46	2021 fixed drain cover at hall. 22-23 Budgeted for: £0 for planters + £98.66 village sign stickers + £41 for first aid kit for cabins
Defib elec costs	£-	£35.00	£-	£35.00	£-	£25 in case electricity charge. £74 maintenance per year - save for this in reserves - see "Other Payments" - from reserve. Replace pads in November 2023 (adult) and Feb 2024 (child) then every 3 years.
Play Area Inspection	£70.00	£70.00	£75.00	£75.00	£5.00	
Play Area Works (assets purchased)	£-			£-	£-	

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Regular payments continued	Actual to 31st Mch 2023	Budget to Mch 2024	Actual to 16th Nov 2023	Forecast to 31st March 2024	Forecast less budget	Comment
Play Area Works (consumables / labour)	£141.12			£-	£-	Replaced cradle swing seat - counts as consumable
Community cabins and picnic area	£1,024.34	£300.00		£300.00	£-	Repairs (cables, taps, leaks) £227 plus burying cables & fixing drain £750 plus signage and cleaning products.
Playing field grass	£875.00	£1,330.00	£849.16	£1,330.00	£-	Grass cutting £1209 for ten cuts. We are likely to only need 9 (one due in March). Save £110 to reserve to pay in April
Duloe Common grass	£70.00	£110.00	£66.00	£110.00	£-	Grass cutting - budgeted for 10 but one due in March so 9 total. Save £10 to reserve to pay in April
Tree surveys and works		£200.00	£200.00	£200.00	£-	£120 survey of Duloe Common met from earmarked reserve - see other payments
Street light inspection		£434.00	£434.00	£434.00	£-	
Subs (SLCC / BATPC)	£206.00	£206.00	£209.00	£209.00	£3.00	BATPC £93 + SLCC £95 if Clerk on 5 hrs / wk but £112 if on 6hrs / wk
Admin	£185.15	£257.00	£62.45	£200.00	-£57.00	£35 Info commissioner, stationary items (£80) and printer cartridges bought direct (£100), other eg.prof advice, social events (£42).
Literature & info	£-	£-		£-	£-	
Web & e-mail hosting, software subs	£291.52	£350.00	£218.30	£350.00	£-	Assumes Eyelid £100 web support + Cloudnext £100 + £75 software. Gov domain of £110 every 2 years is due in Sep 2023. £55 of the gov domain cost met from reserve. See "Other Payments"
Other assets (eg. street furniture / tools / office equipment). Excl. playing field/ play area)	£-	£-	£25.96	£25.96	£25.96	£25.96 towards new laptop. Remaining cost met from earmarked reserves. Total cost £534.15
Village Hall Hire	£204.50	£300.00	£80.00	£300.00	£-	Budget assumes 1 APM 3 hrs @£10 /hr, 1 public meeting 2.5 hours @£10/hr, 10 PC / committee meetings of 2.5 hrs @ £8/hr) and £15 towards each of 3 social events. £87.50 hall hire for fish & chip night met from coronation reserve (see "Other Payments")
Village Hall Works / Maintenance	£258.36	£365.64	£365.00	£365.00	-£0.64	Contribution towards insurance
Newsletter	£233.57	£369.10	£112.97	£369.10	£-	3 issues
Contingency	£-	£150.00		£150.00	£-	
Total regular payments	£11,011.35	£12,521.84	£5,736.63	£12,890.36	£368.52	We are forecast to spend £368 more than we budgeted in our regular payments (which we aim to match to precept). This is due to increases in: Clerk's salary (£182), street light electricity (£68) and water / sewerage costs (£84), other assets (£26), insurance (£34) and other costs - audit, play area inspection and subs (£23). This is forecast to be offset by reductions in admin (£57).
Regular transfers to reserve (from precept)						
Village Hall Savings	£1,400.00	£1,500.00	£1,500.00	£1,500.00	£-	
Hedge cutting savings (field & common)	£75.00	£75.00	£75.00	£75.00	£-	
Asset replacement savings	£125.00	£125.00	£125.00	£125.00	£-	Clerk's laptop and printer £600 every 5 years
Tree surveys and works savings	£253.00	£53.00	£53.00	£53.00	£-	Survey cost £360 every 3 years (£120pa). Works £400 every three years (£133pa)
Defibrillator	£50.00	£50.00	£50.00	£50.00	£-	
Street light inspection savings	£434.00				£-	Formal inspection due in 2023/24
Decking replacement savings		£500.00	£500.00	£500.00		
Gov domain (alternate years)	£55.00				£-	£110 every other year (Sep 21, 23, 25 etc)
Total Regular transfers to reserve (from precept)	£2,392.00	£2,303.00	£2,303.00	£2,303.00	£-	
Regular payments + regular transfers to reserve	£13,403.35	£14,824.84	£8,039.63	£15,193.36	£368.52	
Regular receipts - regular payments & transfers to reserve	-£51.05	£-	£6,737.82	-£191.07	-£191.07	

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Other payments (met from additional receipts eg. grants or earmarked reserves)						
	Actual to 31st Mch 2023	Budget to Mch 2024	Actual to 16th Nov 2023	Forecast to 31st March 2024	Forecast less budget	Comment
Local Plan advice and campaign					£-	
Ward Fund assets purchased	£-		£765.00	£765.00	£765.00	£765 spent on CCTV for hall car park in May 2023
Other assets purchased from earmarked res	£199.96		£508.19	£534.15	£534.15	£534.15 for laptop. £508.19 from earmarked reserve. £25.96 from admin
Village Hall payments from earmarked reserve	£790.00	£500.00	£630.00	£1,130.00	£630.00	Support for insurance in 2021/22. £790 for land transfer in 2022/23. £630 towards CCTV replacement in car park (from heater refund) spent in April 2023. £500 for planning application in 2024.
Repairs to bridge at Old Chapel, Honeydon					£-	Cost shared with Thomas Morris
Payments from other earmarked reserves	£150.00	£405.00	£203.66	£474.00	£69.00	2022 tree survey on Duloe Common £120. £30 payment to caterer for jubilee lunch. 2023-24 £200 tree survey playing field (£50 from reserve for inspecn + £150 for works) + £205 defibrillator replacement parts + £55 .gov domain
Police grant for containers					£-	
Elections					£-	
Speed sign (met by police grant)	£3,890.00			£-	£-	New fixed speed sign in Duloe.
Street light inspections		£868.00	£278.50	£278.50	-£589.50	Inspection £367.50 covered under regular budget + repairs £345 x 2 topped up from this reserve
Refunds to Borough for payments made in error					£-	
Hall hire for social events (met from ticket receipts)	£40.00				£-	First aid course contributions
Neighbourhood Plan costs met by grant	£2,000.00		£48.91	£9,763.00	£9,763.00	For green infrastructure review and landscape character assessment
Neighbourhood Plan unspent grant refunds	£6,288.07		£5,914.00	£5,914.00	£5,914.00	
Coronation - marquee, food, decorations, etc. (Awards for All)	£361.52		£1,905.91	£3,100.00	£3,100.00	£667.50 marquee + £809.56 salads etc. +£290 hog roast + £51.35 drinks. £87.50 hall hire for fish & chips. Assume remainder will be spent before year end
Other payments (refunds etc.)					£-	£706.41 RADIUS funds returned to bank - bounced in 2021-22.
Total Other Payments	£13,719.55	£1,773.00	£10,254.17	£21,958.65	£20,185.65	
Total Payments	£24,730.90	£14,294.84	£15,990.80	£34,849.01	£20,554.17	
Other transfers to reserves (not from precept)						
RAIDIUS	£706.41				£-	Received from V. Zwetsloot 15th August 2022 - remains of campaign against traveller site in Upper Staploe
Play area assets					£-	
Total other transfers to reserves	£706.41	£-	£-	£-	£-	
Total Payments & Transfers to Reserve	£27,829.31	£16,597.84	£18,293.80	£37,152.01	£20,554.17	
Total receipts - (total payments & transfers to reserve)	£3,552.10	-£1,773.00	£22,020.02	£3,376.65	£5,149.65	We are forecast to spend £5150 less than we receive this year. This is largely due to receiving a large amount of CIL funding and then spending or returning grants received last year or planned spending from earmarked reserves.

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Staploe Parish Council Budget 2024 - 2025	Forecast to 31st March 2024	Budget to Mch 2025	Forecast 23/24 less budget 24/25	Comment
		1.3%		% increase vs 2023-24
Regular Receipts				
Precept	£14,323.84	£14,513.48	£189.64	Calculated based on regular budgeted payments and regular transfers to reserve less regular income. Excludes payments from earmarked reserve or other income such as grants.
Interest	£178.45	£500.00	£321.55	Interest rates and savings have increased in 2023 but this may not be sustained. Assumes 1.2% x £10K
Cabin hire	£500.00	£500.00	£-	
Total Regular Receipts	£15,002.29	£15,513.48	£511.19	
Other Receipts				
Newsletter advertising	£10.00	£-	-£10.00	
Ward Fund		£-	£-	
Neighbourhood Plan Grant	£9,763.00	£-	-£9,763.00	
Donations for Local Plan advice & campaign	£-	£-	£-	
Ticket sales from social events	£204.00		-£204.00	2023-24 Coronation ticket sales
CIL income	£15,549.37		-£15,549.37	
Other (eg. refunds, proceeds from social events / book sales)	£-	£-	£-	
Total Other Receipts	£25,526.37	£-	-£25,526.37	
Total Receipts	£40,528.66	£15,513.48	-£25,015.18	Other receipts in 2023/24: CIL income £15,549, NDP grant £9763, ticket sales for coronation £204 and £10 other (advertising).

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Regular Payments (from precept)				
	Forecast to 31st March 2024	Budget to Mch 2025	Forecast 23/24 less budget 24/25	Comment
Clerk's salary & pension	£5,109.73	£5,176.28	£66.54	Remain on Salary Point 17 but budget assumes 5% increase in 2024/25. 5 hours per week for PC (see Neighbourhood Plan below for extra hour). Employer pension contributions will remain at 26.8%
Clerk's PAYE		£-	£-	
Clerk's salary & pension extra hour per week for Neighbourhood Plan	£1,226.34	£1,035.26	-£191.08	To assist with the neighbourhood plan (admin not grant funded)
Total staff costs	£5,795.90	£6,211.53	-£124.54	
Audit Fees	£285.00	£320.00	£35.00	External; £210, internal £110
Councillors Expenses	£30.00	£30.00	£-	
Clerk's employment expenses	£312.00	£312.00	£-	Monthly mileage (£8) and Working From Home Allowance (£18)
Clerk's Other Expenses eg. postage & sundries	£40.00	£40.00	£-	Postage and sundries.
Training	£80.00	£80.00	£-	£50 Clerk's training, £30 for 2 x Cllrs training
Highways Grass Cutting	£-	£-	£-	
Insurance	£549.24	£549.24	£-	Fixed until May 2025
Power to street lights	£411.08	£604.02	£192.94	Fixed contract with SSE until Sept 2026
Elec (CCTV & cabins)	£283.29	£320.00	£36.71	Electricity prices have increased. Now in 2 year deal with EDF 25p per day standing charge (similar) but big increase in consumption to 35.6p per kwh. Standby lights etc cost 34p per day. Typical football useage is £2 per Saturday match day assume 3 /month.
Water and sewerage for cabins	£213.55	£240.00	£26.45	Fixed costs £195. Water and foul water costs £3.71 per m3
Maintainance (lights, speed signs, benches, play area & planters)	£200.00	£200.00	£-	Eg. noticeboards, benches, play area etc.
Defib costs	£35.00	£35.00	£-	£1280 for one new cabinet and defib - should come from grants eg Ward fund or defibrillator grant. (£85 per year for maintenance and electricity could come from earmarked reserve).
Play Area Inspection	£75.00	£75.00	£-	
Play Area Works (assets purchased)	£-		£-	

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	Forecast to 31st March 2024	Budget to Mch 2025	Forecast 23/24 less budget 24/25	Comment
Regular payments continued				
Play Area Works (consumables / labour)	£-		£-	
Community cabins and picnic area	£300.00	£300.00	£-	
Playing field grass	£1,330.00	£1,330.00	£-	10 cuts
Duloe Common grass	£110.00	£110.00	£-	10 cuts
Tree surveys and works	£200.00		-£200.00	Not needed next year
Street light inspection / repairs	£434.00	£-	-£434.00	See funds transferred to reserve
Subs (SLCC / BATPC)	£209.00	£209.00	£-	BATPC £93 + SLCC £95 if Clerk on 5 hrs / wk but £112 if on 6hrs / wk
Admin	£200.00	£200.00	£-	£35 info commissioner, stationary items (£80) and printer cartridges
Literature & info	£-	£-	£-	bought direct (£43), other eg.prof advice, social events (£42).
Web & e-mail hosting, software subs	£350.00	£295.00	-£55.00	Assumes Eyelid £100 web support + Cloudnext £100 + £75 software. Gov domain of £110 every 2 years is due in Sep 2025. £55 transferred to reserve.
Other assets (eg. street furniture / tools / office equipment). Excl. playing field/ play area)	£25.96	£-	-£25.96	£25.96 towards new laptop. Remaining cost met from earmarked reserves. Total cost £534.15
Village Hall Hire	£300.00	£300.00	£-	Budget assumes 1 APM 3 hrs @£10 /hr, 1 public meeting 2.5 hours @£10/hr, 10 PC / committee meetings of 2.5 hrs @ £8/hr) and £15 towards each of 3 social events. £87.50 hall hire for fish & chip night met from coronation reserve (see "Other Payments")
Village Hall Works / Maintenance	£365.00	£375.59	£10.59	Contribution towards insurance
Newsletter	£369.10	£369.10	£-	3 issues
Contingency	£150.00	£150.00	£-	
Total regular payments	£12,653.12	£12,655.48	-£537.81	
Regular transfers to reserve (from precept)				
Village Hall Savings	£1,500.00	£1,500.00	£-	
Hedge cutting savings (field & common)	£75.00	£75.00	£-	
Asset replacement savings	£125.00	£125.00	£-	Clerk's laptop and printer £600 every 5 years
Tree surveys and works savings	£53.00	£253.00	£200.00	Survey cost £360 every 3 years (£120pa). Works £400 every three years (£133pa)
Defibrillator	£50.00	£50.00	£-	
Street light inspection / repair savings		£300.00	£300.00	
Decking replacement savings	£500.00	£500.00		
Gov domain (alternate years)		£55.00	£55.00	£110 every other year (Sep 21, 23, 25 etc)
Total Regular transfers to reserve (from precept)	£2,303.00	£2,858.00	£555.00	
Regular payments + regular transfers to reserve	£14,956.12	£15,513.48	£557.36	Increase in precept largely due to Clerk's salary increase of 5% and electricity costs
Regular receipts - regular payments & transfers to reserve	£46.17	£-	-£46.17	

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Other payments (met from additional receipts eg. grants or earmarked reserves)				
	Forecast to 31st March 2024	Budget to Mch 2025	Forecast 23/24 less budget 24/25	Comment
Local Plan advice and campaign			£-	
Ward Fund assets purchased	£765.00		-£765.00	£765 spent on CCTV for hall car park in May 2023
Other assets purchased from earmarked res	£534.15		-£534.15	£534.15 for laptop. £508.19 from earmarked reserve. £25.96 from admin
Village Hall payments from earmarked reserve	£1,130.00		-£1,130.00	£630 towards CCTV replacement in car park (from heater refund) spent in April 2023. £500 for planning application in 2024.
Payments from other earmarked reserves	£474.00		-£474.00	2023-24 £200 tree survey playing field + £205 defibrillator replacement parts+£55 .gov domain
Street light inspections	£278.50		-£278.50	2023/24 Inspection £367.50 covered under regular budget + repairs
Neighbourhood Plan costs met by grant	£9,763.00		-£9,763.00	£345 x 2 topped up from this reserve
Neighbourhood Plan unspent grant refunds	£5,914.00		-£5,914.00	For green infrastructure review and landscape character assessment
Coronation - marquee, food, decorations, etc. (Awards for All)	£3,100.00		-£3,100.00	£667.50 marquee + £809.56 salads etc. +£290 hog roast + £51.35 drinks. £87.50 hall hire for fish & chips. Assume remainder will be spent before year end
Other donations made by SPC			£-	
Other payments (refunds etc.)			£-	
Total Other Payments	£21,958.65	£-	-£21,958.65	
Total Payments	£34,611.77	£12,655.48	-£21,956.29	
Total Payments & Transfers to Reserve	£36,914.77	£15,513.48	-£21,401.29	
Total receipts - (total payments & transfers to reserve)	£3,613.89	£-	-£3,613.89	
We are forecast to have £7,512 in unearmarked reserve at the end of March 2024 (assuming we don't spend £1,280 on a defibrillator). If we spend £1,280 on a defibrillator then we will have £6,233 in unearmarked reserve at year end. We are supposed to hold 50% of our precept in unearmarked reserve. The finance committee recommend that we use grants to apply for a defibrillator rather than using earmarked reserves and precept if possible.				
50% of precept:	£7,256.74			