



MINUTES OF THE ANNUAL PARISH COUNCIL MEETING

held at CATSHILL VILLAGE HALL

GOLDEN CROSS LANE, CATSHILL, B61 0JZ

Thursday 31st May 2018, 7.30pm

Present : Cllrs O Sweeting (Chair), B McEldowney (Vice Chair), P Baker, M Ball, J Bate, T Gillespie, V Harman, M Knight, P Masters, M Sheppard, C Stark, N Ward,
NB: Cllr Baker arrived at the meeting at 19:34hrs during Agenda Item 3

In attendance: Clerk – R Powell; District Councillor/County Councillor S Webb

18/05-01

Election of Chairman

It was agreed by unanimous vote that Cllr O Sweeting should continue as Chair for the 2018/19 municipal year.

Cllr Sweeting duly signed the Declaration of Acceptance of Office

18/05-02

Election of Vice-Chairman

It was agreed by unanimous vote that Cllr B McEldowney should continue as Vice-Chair for the 2018/19 municipal year.

18/05-03

Open Forum

3.1 Members of the Public

No Members of the Public were present

3.2 Worcs County Councillor for the Woodvale Division

County Councillor Shirley Webb was in attendance and reported that they were looking to hold a Dementia Friends Event in the village in July/August time and a meeting would be arranged to organise this soon; the area outside the Spa would be cleared to allow for planting in relation to the 'Get Catshill Growing' campaign and would include staff from the Spa, the BDC Place Team and children from Chadsgrove School; a litter pick and small amounts of weeding would also be carried out around the same time.

A member of the Council thanked Cllr Webb for her involvement in getting the small strip of land by the Ivy Cottage Garden tarmacked; it now looked a lot neater

3.3 Bromsgrove District Councillors for North Catshill, South Catshill and Marlbrook Wards.

District Councillor Shirley Webb report was as above; District Councillor Brian Cooper had sent his apologies

3.4 Any other community representative

No Community representatives were present

Worcester County and District Councillor Shirley Webb left at this point in the meeting at 19:35hrs

18/05-04

Apologies

District Councillor Brian Cooper had sent his apologies

To include consideration of an agreement for an extended period of absence from the Council for Cllr G Blackmoor

It was agreed that Cllr Blackmoor be allowed an extended leave of absence from the Council with the ability to return to her role once her health allowed.

18/05-05

Declarations of Interest

No member stated any declarable interest.

18/05-06

Dispensations

No requests for dispensation had been received

18/05-07

Approval of Minutes of previous council meeting

It was agreed to accept the minutes of the Full Parish Council meeting held 26/04/18 and these were duly signed by the Chairman

18/05-08

Members' Questions

To receive an update on the Land Registry at the War Memorial (Cllr O Sweeting)

Due to more pressing issues, both in the Council and personally, this had been delayed. It was difficult to identify the area of land to be registered and it had been suggested that Google Earth could be used to assist. Cllr Sweeting was in receipt of the registration forms and once it was agreed what area to adopt, this could be completed.

To set a date for the next newsletter distribution

It was agreed that this be distributed in the last week of July (w/c 24th) to allow for another to be produced in October in time for the November and December events.

It was noted that the amount for current distribution of news magazines was short

It was agreed that the Clerk order a reprint of 50 newsmagazines to allow the routes to be completed.

18/05-09

Clerk's report and list of communications

9.1 Parishioner Correspondence – To inform Members of the correspondence received during the last month.

The Clerk had received requests including grass cutting on Golden Cross Lane and tree issues in the Meadow which was directed to Ian Prust. There had been a request to have the 30mph VAS turned back on on the Stourbridge Road, which Cllr Webb would get assessed and make a decision as to next steps as it was thought that it was not working due to being so old. The Lengthsman would be attending this sign and the 30mph speed limit sign to cut back vegetation prior to speed monitoring in the area. A Parishioner had requested an update on the issue with the lack of walkway on the Co-op car park, which the Clerk had assured her was being actively chased over 13 months since the original request but was proving complex due to the need to find the correct contact. Another request for the footpath from Redland Close to the playing field to be attended had been received, in relation to the moss underfoot. The Lengthsman would be attending and the Clerk would find out if attendance on the private footpath to the A38 was still allowed. Following an article about speed monitoring that the Clerk had posted on Facebook, a resident was concerned that this was the only road that would be assessed and the Clerk had informed them that the Safer Neighbourhood Team would be out regularly around the division carrying out monitoring with the Safer Roads Partnership and Cllr Webb is going to hold a public meeting to share the speed monitoring data.

9.2 Completion of Clerk Appraisal

The appraisal had been successful. There was a discussion about the need to re-evaluate the grade of the role, which the Clerk had obtained the appropriate forms for. In addition, the need to commence CiLCA as per the Clerk's job description was discussed.

9.3 Christmas Lights

The Finance and Staffing Committee had used delegated powers to agree the purchase of a further 5 Christmas Lights meaning that the 9th infrastructure could be used and not removed. However, Cllr Webb felt this was not viable due to its proximity to a tree and so the Clerk would just be ordering 4 as originally planned.

9.4 GDPR Update

It had been confirmed that Parish Council's no longer needed to employ a Data Protection Officer, however, all other regulations must be followed.

Relevant correspondence available from the Clerk: includes Worcestershire Voices May 2018 update, Bromsgrove Advertiser, WCC Road Verge Management leaflet, Superfast Worcestershire Newsletter, Dementia Friends Champion Induction Information, Highways England Traffic Management Bulletin, NRSWA, Wellbeing in Partnership, Memories and Muffins event with Dementia Action Alliance, CPRE, Basement Project Newsletter, weekly CALC updates, weekly planning lists

10.1 Finance and Staffing Committee – 08/05/18 (Cllr P Baker)**To note the agreement to complete the purchase of Christmas Lights**

Cllr Baker outlined the contents of the meeting, as all Members had received the minutes. The agreement to purchase the lights was noted. Cllr Baker informed the Council that GDPR had dominated the meeting and that he was attempting to assist the Clerk with the task by drafting the policies.

10.2 Planning Committee – 24/05/18 (Cllr T Gillespie)**To note responses to ‘Bromsgrove District Council Plan Review Issues and Options consultation’ and ‘Unauthorised Developments and Encampments consultation’**

Cllr Gillespie reported that there were concerns that officers wanted to come and give a presentation to the public about the ‘Issues and Options Consultation’ and this would clash with the consultations planned for the Neighbourhood Plan. The Assistant Clerk was attempting to resolve this.

There had been a response of ‘No comment’ given in relation to the ‘Unauthorised Developments and Encampments consultation’ as there had been so few incidents in the Parish it was not felt there was anything that we could contribute.

Cllr Gillespie had provided an Annual Report to all Members (see attached)

10.3 Neighbourhood Plan Progress – (Cllr B McEldowney)

Cllr Sweeting assisted with this report as he had been au fait with the current processes that were being carried out to enable the distribution of the questionnaire, which had hit many hurdles and obstacles to date, but was hopefully now back on track.

10.4 Any other report from Parish Council representatives, including those for:

- **Village Hall Management Committee – Cllr J Bate**

Cllr Bate reported that the weed killing around the hall was in process; the trees at the side of the hall would be removed in the next few weeks; it was hoped they would be able to get some new planters for the patio area; the remaining lights that needed replacing would be attended soon; Doggy Day Care would be no longer using the Hall; party bookings had slowed down; there was to be a table top sale on 7th July; the external auditor had signed off the finances; more fundraising was needed which they would look at over the next 12 month period; the website was now up and running; the welds had been renewed and replaced to stop the floor lifting in the hall.

- **GDPR Seminar – Cllr P Baker**

Cllr Baker would put together a report and circulate it to Councillors after the meeting. One of the main things learned was that all Members need to be aware of their responsibilities. It would be useful to have a presentation at a future meeting which Cllr Baker was happy to provide.

- **News Magazine – The Clerk**

It was noted that all articles needed to be submitted to the Clerk by the last week in June to allow time for checking, designing, sending to print with an aim to distribute in the last week of July.

A Member informed the meeting that there had been a response to one of the last magazines articles, with a Parishioner being interested in setting up a music festival in Catshill.

18/05-11

To review Delegation Arrangements for the Clerk (document circulated)

It was agreed to accept the delegation arrangements as presented

18/05-12

To review Terms of Reference and delegation for committees (document circulated)

It was agreed to accept the Terms of Reference and delegation for committees as presented, including the slight alteration of the addition of the Assistant Clerk’s name to the Planning Terms of Reference.

18/05-13 Review of updated Asset Register (document circulated)
It was agreed to accept the contents of the Asset Register as presented

18/05-14 Confirmation of Insurance cover to include consideration and agreement of the increase of fidelity cover following advice from the Internal Auditor (document to be circulated)
To note the adjusted premium following submission of the new asset register

The Internal Auditor made two recommendations in their report – that the current cover for fidelity was low as it is recommended at half the precept plus half reserves. Also the amount covered in a locked safe is currently £5000 and the Parish Council were close to banking this amount this year with the bonfire. Therefore, the Clerk had requested the premium for altering these amounts and Zurich had increased the fidelity cover to £100,000 and safe content cover to £10,000 at no extra cost. This then satisfies all recommendations from the Internal auditor and no agreement was needed.

The amended premium since the Asset Register Adjustment was now £918.05 which the Finance and Staffing Committee approved using delegated powers.

18/05-15 Review of any joint working arrangements with other local authorities (documents circulated)
1.1 Lengthsman Scheme, via Worcestershire County Council (to note amendment)
Since the agreement of the arrangements had recently been made, there was an amendment made to the contract by WCC regarding the reporting of blocked gullies, which Members noted. The Lengthsman had been informed but WCC had said there was no need to get the agreement re-signed

18/05-16 Appointment of representatives to external bodies
16.1 Worcestershire County Association of Local Councils (WorcsCALC) Bromsgrove area meeting (all members invited to quarterly meetings but only 2 members may vote)
It was agreed that Cllr Sweeting would remain the main representative, as Chair of CALC
16.2 WorcsCALC, Executive Committee (1 member)
It was agreed that Cllr Sweeting would be the representative at the Executive Committee
16.3 Catshill Village Hall management committee (1 member)
It was agreed that Cllr Bate would be the representative for the Village Hall Management Committee
16.4 North West Ward Association (Catshill Meadow) (1 member)
It was agreed to defer this item and request if Cllr Blackmoor wished to remain the representative.
16.5 Marlbrook Tip working party (1 member)
It was agreed that Cllr McEldowney would remain the representative for the Marlbrook Tip Working Party
16.6 Dementia Friends Group (1 Member)
It was agreed that Cllr Harman would remain the representative for the Dementia Friends Group

18/05-17 Review of council and staff subscriptions
17.1 National Association of Local Councils includes WorcsCALC (£1243.93 for 2018/19)
It was agreed to continue with this subscription

17.2 Society of Local Council Clerks/Association of Local Council Clerks (£121 for 2018, ALCC paid by Clerk)
It was agreed to continue with this subscription

17.3 Campaign to Protect Rural England (CPRE) (£36 for 2018)

Members discussed this subscription and its merits. Members took a vote to decide whether to continue with the subscription.

It was agreed not to renew following a 7-5 vote.

It was noted that it may be beneficial for a representative to attend a Parish Council meeting in the future and give a presentation about the group.

17.4 Parish Online (Mapping Tool) (£117.16 for 2018)

It was agreed to continue with this subscription

18/05-18 To decide membership of parish council committees and working parties, to include election of Chair and Vice Chair to each

Membership was agreed as follows:

Committee/Group	Members (Chair = C, Vice Chair = VC)
Environment and Highways (6 inc Chairman)	Cllr Knight (C), Cllr Shephard (VC), Cllr Blackmoor, Cllr Ball, Cllr McEldowney, Cllr Masters, Cllr Harman, Cllr Sweeting (Ex Officio)
Finance and Staffing (5 inc Chairman) - Internal Audit Working Party (2 F&S Committee Members who are not signatories)	Cllr Baker (C), Cllr Gillespie (VC), Cllr Bate, Cllr McEldowney, Cllr Shephard, Cllr Sweeting - Cllr Gillespie, Cllr Bate
Planning (6 inc Chairman)	Cllr Gillespie (C), Cllr McEldowney (VC), Cllr Bate, Cllr Masters, Cllr Shephard, Cllr Stark, Cllr Sweeting (Ex Officio)
Neighbourhood Plan Steering Group (Min 3 Parish Councillors)	Cllr McEldowney (Lead), Cllr Ward, Cllr Harman, Cllr Knight
Events Steering Group (Min 3 Parish Councillors)	Cllr Ward (C), Cllr Gillespie (VC), Cllr McEldowney, Cllr Ball, Cllr Masters, Cllr Baker, Cllr Stark
Communications Working Group (Min 2 Parish Councillors and Clerk)	Cllr Sweeting, Cllr Masters, the Clerk

18/05-19 To set the schedule of meetings for the municipal year 2018/19

19.1 To agree to meet on the last Thursday of each month except August; December and the meeting referred to in 19.2.

This was agreed

19.2 To agree that the Annual Parish Council Meeting be held on 23/05/19 due to this being an election year

This was agreed

19.3 To agree the date of the Annual Parish Meeting as 11th April 2019 (being before the Easter break)

This was agreed

19.4 To agree the number of meetings for each Committee and the dates of the same. All Committee meetings to be held in Catshill Village Hall Committee Room

Members discussed the frequency of some of the Committees, but it was decided to keep them as scheduled and cancel if there was not appropriate content, closer to each scheduled meeting.

Committee Dates were agreed as follows:

<u>Committee</u>	<u>Date of Meetings</u>
Environment and Highways	14/06/18, 20/09/18, 17/01/19, 14/03/19
Finance and Staffing	19/07/18, 11/10/18, 15/11/18, 14/02/19, 16/05/19
-Internal Audit Working Party	-Quarterly; dates to be agreed
Planning	21/06/18, 12/07/18, 23/08/18, 13/09/18, 18/10/18, 22/11/18, 13/12/18, 24/01/19, 21/02/19, 21/03/19, 18/04/19, 30/05/19
Neighbourhood Plan Steering Group	As agreed between Members
Bonfire Working Party	As agreed between Members

NB. Dates proposed are subject to alteration throughout the year

18/05-20 To note the review of the following polices and documents (circulated):

20.1 Standing Orders (May 2018)

20.2 Financial Regulations (February 2018)

20.3 Complaints procedure (February 2018)

20.4 Freedom of Information Policy (February 2018)

20.5 Privacy Policy (Data Protection) (May 2018)

20.6 Employee Appraisal Policy (February 2018)

20.7 Member Employee Protocol (January 2017 – bi annual review)

Members noted the review dates of each of the above, being recent or within the scheduled time frame. There was nothing to add to any document.

18/05-21 To review the following policies and documents (circulated):

21.1 Press and Media (Communications policy)

It was agreed to accept this policy as presented with the exception of changing 'Proper Officer' references to 'Clerk'

21.2 Code of Conduct

It was agreed to accept the policy as presented

21.3 Privacy Notices x 2

This item was deferred

21.4 Consent Form

This item was deferred

18/05-22 Finance

22.1 Annual Audit To receive and note the report from Independent Internal Auditor (documents circulated)

Cllr Sweeting congratulated the Clerk on a clear audit. The recommendations from the report had been discussed previously in the meeting (18/05-14)

22.2 Annual Audit To review and approve the completed Annual Governance Statement as prepared by the Responsible Finance Officer. (documents circulated)

Members reviewed the document as presented.

It was agreed to approve the Annual Governance Statement as prepared by the Responsible Finance Officer

The document was duly signed

22.3 Annual Audit To review and approve the completed Annual Accounting Statements 2017-18 as prepared by the Responsible Finance Officer (documents circulated)

Members reviewed the document as presented.

It was agreed to approve the Annual Accounting Statements 2017-2018 as prepared by the Responsible Finance Officer.

The document was duly signed.

22.4 To note the current financial situation and bills for payment

To include a report in relation to the expenditure of the Neighbourhood Plan Grant

The current financial situation, including comparison of budget to actual income and expenditure to date, was noted. The payment schedule for May 2018, as below, was approved.

Members had been provided with a detailed breakdown of all decisions and actions in relation to the expenditure agreed for the Neighbourhood Plan Grant and agreed with its content.

22.5 To agree the opening of a Savings Account for the Council's emergency fund (Cllr P Baker)

This item was deferred

22.6 To agree the renewal of the domain name catshillandnorthmarlbrook-pc.gov.uk at the value of £70 plus VAT for two years

It was agreed to renew the domain name at a cost of £70.00

18/05-23 To consider the application for the provision of a disabled persons' parking space outside Flat 36, Byron Way, Catshill, Bromsgrove (document circulated)

The Clerk informed the Council that other statutory consultees had suggested the parking space to be added to the other side of the road but that it was felt best to go outside the applicant's property to reduce the risk of complaints from residents who front the layby and to prevent the applicant with severe mobility issues having to cross the road. The criteria also indicates that the space should be as close as is feasibly possible to the applicant's property.

Members discussed this and decided that the formal response would be 'no comment' in relation to this application.

18/05-24 To appoint Councillors and set a date for the Summer Garden Competition assessment

It was agreed that Cllrs Stark, Bate and Gillespie should assess the gardens for the Summer Gardens Competition. In addition, Cllr Blackmoor would be asked if she felt well enough to attend. The date would be agreed between them and the Clerk would be informed.

18/05-25 To agree the method by which the Clerk will carry out CiLCA training (documents circulated)

It was agreed that the Council would fund the CiLCA course for the Clerk including salary payment for two additional hours a week for completing the course and the cost of a monthly training session. The Clerk would attend training in her own time.

18/05-26 Items for next meeting: Members to advise items for consideration at the next meeting

18/05-27 Date, Time and Venue of Next Meeting : Thursday 28th June 2018, 7.30pm at Catshill Village Hall

This meeting ended at 21:20 hrs

Signed Date.....
Chairman of Catshill & North Marlbrook Parish Council

Minute no.18/05-10.2

Annual Report of the Planning Committee 2017/18

During 2017/18 we had 7 meetings, 4 were cancelled for lack of work or dealt with under delegated powers and one comprised a meeting with BDC Planning Officers regarding proposals of the Housing Review for the West Midlands.

There were minimal contentious planning applications during the year. All were granted by BDC except two.

We receive little feedback from BDC planning officers, where parish councillors have expressed objections regarding plans but which BDC have approved without any comment regarding Parish councillors objections. A meeting has been requested for comment and explanation of their thinking so that the Parish Council can better understand the decisions and apply the correct criteria to the regulations.

Earlier in the year we raised the subject of signage erected by local businesses without planning permission were required with BDC. The Committee has no objection to the standard of signs erected to date but is concerned about the proliferation.

This seems to be low on the radar of the Planning Officers and they have said that once erected, it would be unlikely that they would force businesses to remove the signage, particularly if it were on private land.

A concern was raised by a local resident regarding paved gardens, which can be a contributing factor to local flooding. the committee discussed this at length but were reluctant to lay down rules for residents. It was finally decided to make residents aware of the potential problem by incorporating the concern in the Paris Plan, have reference made to the issue in the next edition of the Parish magazine and on the Parish Council website.

Councillor Sweeting said that he would also seek the views of other Parish Councils.

At the end of January a meeting was held with District and County Officers to discuss the impact of the Perryfields development on traffic density and flow through our Parish. This was a lively discussion and the Parish Councillors disagreed with the Officers regarding the amount of increased through traffic expected. there was disagreement over their formula for calculating the traffic flow and the Planning Committee was of the opinion that BDC and WCC were underestimating the number of cars expected to use Catshill roads.

The Committee has been asked to comment on the Unauthorised Developments and Encampment consultation. However, it felt unqualified to comment as Catshill and N. Marlbrook have a minimal number of itinerant visitors camping illegally on Council land. Trustees of open spaces in the area are advised if travellers are expected in the area so that they can take necessary defensive action, if they feel it necessary.

We have been invited to host a meeting about the BDC Plan Review and Consultation with local residents and BDC council officers during August and September on new housing development. However, Parish Councillors expressed considerable concern at these timings as Phase 2 of the Catshill and North Marlbrook Neighbourhood Plan consultation was scheduled to take place in June followed by a public event in September.

It was considered that having two high profile consultations on separate planning policies so close together could potentially create considerable confusion for local residents perhaps to the detriment of our Neighbourhood Plan process, which should at this stage remain paramount. Finally a decision was made that the assistant clerk should write on our behalf to the relevant officers stating that residents had already identified planning issues of local concern and, in a survey to be delivered in the near future, they will be asked to identify sites within the Parish, which they consider suitable for future housing. The relevant BDC officers would be invited to the Full Parish Council in June to further consider the matter, if necessary.

I would like to thank all members of the Planning Committee for their support and diligence in particular the former Chairman Councillor Knoght, who is a fount of planning knowledge. I would also like to thank the Assistant Clerk Jim Quinn. His quiet efficiency and attention to detail together with liaising with the BDC Planning Officers on our behalf has been invaluable to me and the members of the Planning Committee

June 2018 – Cllr Gillespie

Minute No. 18/05-22.4 May 2018:

	Payment	Receipt					
Date	Voucher no.	Voucher no.	Chq No	Details	Receipts	Payments (gross)	VAT Paid
May-18	V016		d/d	Worcestershire Telecare Ltd - Loneworker Service		33.85	5.64
	V017		online	Society of Local Council Clerks (SLCC Enterprises Ltd) - unpaid VAT amount from GDPR Webinar attended in February (V167)		6.00	
	V018		online	Meadowfields Ground Maintenance Ltd - March 2018		237.60	39.60
	V019		online	Meadowfields Ground Maintenance Ltd - April 2018		237.60	39.60
	V020		online	Meadowfields Ground Maintenance Ltd - Removal of old bedding plants from Ivy Cottage Garden		30.00	5.00
	V021		online	Heron Press UK - Spring 2018 News Magazine x 3000 copies		420.00	
	V022		d/d	Water Plus - Water supply at Ivy Cottage Garden		9.61	
	V023		d/d	N Power - Electricity supply at War Memorial		55.60	2.65
	V024		online	JRB Enterprise Ltd - Dog bag refills x 10 boxes		259.20	43.20
	V025		online	Allen Farnsworth - Lengthsman April 2018		200.00	
	V026		Pocket	Staples - Shredder, paper and stamps; Argos - Office phone		241.53	24.60
	V027		online	North West Ward Association - Hire of Meadow for Bonfire Night		500.00	
	V028		d/d	EE - Office mobile May 2018		22.27	3.71
	V029		d/d	TalkTalk - Office phone and broadband May 2018		42.33	
	V030		online	Zurich Municipal - Annual Insurance policy		918.05	
	V031		online	DM Payroll Services Ltd - Independent Internal Audit		170.00	
	V032, 33 and 35		online and s/o	Salaries - May 2018		1,518.01	
	V034		online	Litter Picker expenses		8.10	
	V036		online	Clerks expenses (Timpsons key cutting for office and Storage Unit x 4 keys)		20.00	
	V037		online	Catshill Village Hall - Payment for hire of Village Hall for Catshill Online initiative. Subsidised by Village Hall at half price (4 hours)		14.00	
		R3		Groundwork UK - Receipt of Grant for Neighbourhood Plan Phase 2 questionnaire distribution	4,627.00		
				sub-total	28,067.08	11,536.59	783.40

Bank Reconciliation and budget comparison as at 29/05/18						
Finances at start of year	56,699.08			Bank a/c as at 29/05/18		77,719.45
Add receipts	28,067.08			Pocket Account		£73.68
		84,766.16				
Less payments		11,536.59		Less unrepresented cheques		4,563.56
		73,229.57				73,229.57
					-	0.00
RECEIPTS	Budget 2018/19	actual to date			u/p cheques	
Precept	46,266	23,133			V009	25.00
DCLG CTSG	-				V017	6.00
Interest	300				V018	237.60
Lengthsman*	2,104	307			V019	237.60
Donations/other/grants	500	4,627			V020	30.00
Newsletter advertising	270				V021	420.00
VAT refund	2,000				V024	259.20
Reserve Fund	9,500				V025	200.00
	60,940.00	28,067.08			V027	500.00
PAYMENTS					V030	918.05
Staff Costs	21,000	2,703			V031	170.00
Administration inc office	4,300	878			V032	286.61
CALC inc travel expenses	1,100	1,096			V033	157.00
Audit	500	170			V034	8.10
Training	1,500	6			V035	1,074.40
Insurance	900	918			V036	20.00
Members expenses	400	-			V037	14.00
Elections	1,500	-				4,563.56
Grants : NWWA, Scouts, Youth	2,000	14				
Events - Fun Day/R Sunday	3,500	525				
Communications - newsletters	1,540	420				
Gardens (includes water)	2,300	431				
War Memorial (includes electricity)	1,000	53				
Lengthsman	3,000	392	budget/precept (intended expenditure)	26,296.63		
Environment eg maintenance	3,600	216	Specific reserve (capital expenditure)	16,797.00		
Neighbourhood Plan	1,000	-	Emergency Reserve (fixed capital - 75% of Precept)	34,699.50		
Capital Projects *	11,700	2,932	Discretionary Reserve	-		
Section 137	100	-		77,793.13		
VAT paid		783	unpresented cheques	4,563.56		
			balance	73,229.57		
Total	60,940.00	11,536.59				

*Lengthsman, actual WCC refund amount allocated for year to 03/2019 is £2104.00
 S137 limit is £7.86 x total no. of electors 5,223 = £41052.78