

SEVENHAMPTON PARISH COUNCIL

To all members of the Council

You are hereby summoned to attend the **Parish Council Meeting** to be held at Rhodes Memorial Hall on **Monday July 15th 2019 at 7.30pm** for the purpose of transacting the following business. MEMBERS OF THE PUBLIC AND PRESS ARE WELCOME TO ATTEND and there will be a **Question and Answer** session, if required, for Members of the Public wishing to raise questions.

Belinda Holder

9th July 2019

(Clerk to Sevenhampton Parish Council)

A G E N D A

1. **Welcome by Chairman**
2. **To record attendance and accept apologies for absence. Parish Councillors' Lynne Jackson, Harry Boyd, Gordan Day, Bill Jenkin, Emma Lanfear. District Councillor Robin Hughes, County Councillor Paul Hodgkinson**
3. **Public Session at the discretion of the Chairman.**
4. **Councillors will be invited to make Declarations of interest in any item on the agenda**
5. **Council to approve the minutes from the last Council meeting and consider matters arising other than those stated below as agenda items:**
6. **Council to discuss the future of the *Village Live* newsletter**
7. **Council to discuss the damage to verges along Gassons Lane caused by large, wide vehicles and to identify a course of action.**
8. **Council to note feedback from Cllr Jenkin regarding "No Crash" meeting held on 20th June**
9. **Council to note no applications for co-option have been received**
10. **Council to note that the Clerk has received in-house training to post agenda/minutes onto website.**
11. **Bank Mandates to be reviewed by Council**
12. **Policies to be reviewed by Council (Copies of which are found on the Council's website)**
 - a. **Standing orders**
 - b. **Financial Regulations**
 - c. **Code of Conduct**
 - d. **Data Protection**
13. **Police report**
14. **Financial Matters**
 - a. **To approve the payment of PAYE for July of £56.20**
 - b. **To approve the payment of PAYE for August of £56.20**
 - c. **To approve expenses for Clerk for in the sum of £70.53**
 - d. **To approve payment of Salary for Clerk for July £224.30 (standing order)**
 - e. **To approve payment of Salary for Clerk for August £224.30 (standing order)**
 - f. **To approve payment for BT telephone box maintenance in the sum of £50.40 from Contingency fund paid 20/5/19**
 - g. **To approve payment to Mr Lewis grass cutting in sum of £95.00 paid 01/7/19**
 - h. **To approve payment to W Jenkin £24.00 Village Live printing costs**
 - i. **To note receipt of £21.08 for Wayleave from SSE**
 - j. **Presentation of financial reports as attached**
 - k. **Completion of internal control checklist**

- 15. Council to consider GAPTC vacancy on Executive Committee**
- 16. Planning Matters-**
 - a. Call for Sites for housing to be noted**
 - b. Community infrastructure Levy information to be noted**
 - c. Planning application 19/01947/FUL- 2 storey and single storey extension at Hillview, the Quarry, Brockhampton**
 - d. Planning application 19/01510/FUL –proposed alterations and extension etc at The Grange, Brockhampton**
 - e. Planning application 19/01773/FUL- erection of new porch, sunroom and conversion of loft space at Treyarnon, Brockhampton**
 - f. Planning application 19/02078/FUL- detached garage with office above at Gassons Farm, The Quarry, Brockhampton**
- 17. Highway Matters-**
 - a. Temporary road closure 3/097 Syreford to new buildings Sudeley**
- 18. Date of next meetings as 16th September, 18th November, 20th January 2020 and 16th March.**
- 19. Any other business for information purposes only**

Financial Reports

Cashbook

01/04/2019	O/BALANCE				10033.23
30/04/2019	I SELKIRK	100724	90.00	-90.00	9943.23
02/04/2019	W JENKIN	100725	24.00	-24.00	9919.23
02/04/2019	GAPTC	100726	83.97	-83.97	9835.26
22/04/2019	M LEWIS	100727	95.00	-95.00	9740.26
08/04/2019	ICO	D/D	35.00	-35.00	9705.26
25/04/2019	PRECEPT	receipt	5813.00	5813.00	15518.26
20/05/2019	community first trading	20001	216.50	-216.50	15301.76
20/05/2019	D Cook	20002	508.00	-508.00	14793.76
20/05/2019	D Cook expenses	20003	93.89	-93.89	14699.87
20/05/2019	b holder april salary	20004	224.50	-224.50	14475.37
20/05/2019	cancelled	20005	0.00	0.00	14475.37
20/05/2019	HMRC April	20006	56.00	-56.00	14419.37
20/05/2019	HMRC MAY	20007	56.20	-56.20	14363.17
20/05/2019	B HOLDER Expenses	20008	73.10	-73.10	14290.07
30/06/2019	HMRC June	20009	56.20	-56.20	14233.87
20/05/2019	l jackson/BT phone box	20010	50.40	-50.40	14183.47
30/06/2019	m lewis	20011	95.00	-95.00	14088.47
26/06/2019	SSE wayleave	receipt	21.08	21.08	14109.55
28/05/2019	B HOLDER May salary	s/o	224.30	-224.30	13885.25

Bank Reconciliations

01/04/2019	OPENING BANK BALANCE			10033.23	
	EXPENDITURE FOR PERIOD		-1982.06		
	INCOME FOR PERIOD		5834.08		
	NET EXPENDITURE			3852.02	
	BANK BALANCE AS ABOVE				13885.25
	BAL PER S/M 6/6/19			14889.96	
	LESS U/P CHEQUES				
	20001	216.50			
	20002	508.00			
	20003	93.89			
	20007	56.20			
	20009	56.20			
	20011	95.00			
				-1025.79	
	Add unrepresented receipt			21.08	
	reconciled balance				13885.25
Deposit account					10968.62
	Total bank balance				24853.87

Budget to year

			<u>ACUTAL</u> <u>YEAR TO</u> <u>DATE</u>	<u>BALANCE</u> <u>AVAILABLE</u> <u>TO SPEND</u>	<u>still to be</u> <u>received</u>	<u>overspent</u>
budget to date		<u>BUDGET</u>				
PRECEPT		-7750.00	-5813.00		-1937.00	
Produce show		0.00	0.00		0.00	
bank interest deposit account		0.00	0.00		0.00	
inter account trans		0.00	0.00		0.00	
wayleave		-21.00	-21.08	0.08		
VAT to be reclaimed		-100.00	0.00		-100.00	
other receipts		0.00	0.00		0.00	
contingency		132.00	50.40	81.60		
grit bins		100.00	0.00	100.00		
employment costs		3650.00	1125.20	2524.80		
hire of venue		60.00	0.00	60.00		
subscriptios		225.00	83.97	141.03		
training		250.00	0.00	250.00		
insurance		480	216.50	263.50		
admin/use of home		234.00	166.99	67.01		
reserves		1000.00	0.00	1000.00		
S137		0.00	0.00	0.00		
mileage allow		0.00	0.00	0.00		
grass cutting		615.00	190.00	425.00		
stationery		250.00	0.00	250.00		
chairs allowance		30.00	0.00	30.00		
councillors' expenses /travel		250.00	0.00	250.00		
it costs		350.00	0.00	350.00		
Village live		120.00	24.00	96.00		
audit fees		90.00	90.00	0.00		
ico subs		35.00	35.00	0.00		
YEAR TO DATE TOTALS		0.00	-3852.02	5889.02	-2037.00	
Expenditure to date			1982.06			
Income to date			-5834.08			