



Established 1894

## Angmering Parish Council

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### MINUTES OF THE ANGMERING PARISH COUNCIL VIRTUAL MEETING HELD ON MONDAY 14 DECEMBER 2020

**Present:** Councillors Nikki Hamilton-Street (Chair), Mike Jones, Alison Reigate (Vice Chair), Rhys Evans, Lee Hamilton-Street, Norma Harris, Alan Evans, David Marsh, John Oldfield, Sylvia Verrinder and Suzanne Howland

**In Attendance:** Katie Herr (Clerk), Tracy Lees (Committee Clerk), West Sussex County Cllr. Deborah Urquhart and one member of the public was present for Item 10 only.

**Acronym:** Angmering Parish Council – APC; West Sussex County Council – WSCC; Arun District Council – ADC; Angmering Community Land Trust – CLT; Housing, Transport & Planning Committee – HTP; Community, Leisure, Environment & Wellbeing Committee – CLEW; Neighbourhood Plan – NHP; JEAAC - Joint Eastern Arun Area Committee; Sussex & Surrey Association of Local Councils – SSLAC.

AGENDA ITEM	MINUTE NO.	AGENDA POINT	ACTION FOR
1	20/140	<b>APOLOGIES FOR ABSENCE</b> Apologies were received and approved for Cllr. Paul Bicknell. Apologies were not received or approved for District Cllrs. Andy Cooper and Mike Clayden.	
2	20/141	<b>DECLARATIONS OF PECUNIARY AND NON-PECUNIARY INTERESTS IN ITEMS ON THE AGENDA.</b> Cllr. Verrinder stated a non-pecuniary interest with anything concerning the Community Centre.  No other pecuniary or non-pecuniary interests were made.	
3	20/142	<b>APPROVAL OF MINUTES</b> Approval of the minutes of the meeting of the committee from <b>Monday 9 November 2020</b> were agreed by all and will subsequently be signed by the Chair.	
4	20/143	<b>PUBLIC CONSULTATION</b> No members of the public were present, and no questions had been sent in.	
5	20/144	<b>THE CLERK'S REPORT ON MATTERS OUTSTANDING FROM PREVIOUS MEETINGS, BUT NOT INCLUDED ON THIS AGENDA, WHICH WILL INCLUDE SPECIFIC UPDATES ON:</b> a) The action list.	

For the Action List see **Supporting Papers**

- b) Any subsequent matters that have arisen since the agenda was set.  
None.

The Clerk talked through the supporting papers and advised that no updates were needed. No questions were asked.

The APC Office will be closed over the Christmas period and the Clerk advised how this would be advertised along with links to relevant bodies that would be able to help during this time.

Due to the bad weather a number of memory tags have come off the large tree in the village square, the APC Office staff were in the process of re-attaching them.

Angmering will appear in Country File a BBC TV show which will air on Sunday 20 December – time to be confirmed by the Clerk and will be shared via social media.

Action: Check broadcast time of Country File and post on social media.

KH

Cllr. L Hamilton-Street asked about grass cutting and who was responsible for cutting each area. He wanted to know if this had been confirmed, the Committee Clerk confirmed that this was now confirmed. It was agreed to remove this from the action list.

Action: Remove this item from the action list.

KH

**6 20/145 CHAIRMAN'S REPORT**

Cllr. N Hamilton-Street asked if there were any questions or comments regarding her report. None were asked.

Cllr. A Evans wanted to echo the last paragraph of the report which stated:  
*I would like to finish this report by recognising the hard work that has been undertaken and achieved in these unprecedented times. The Parish Council has been at the centre of the activities, and the Clerk and her team have been a positive face for residents to turn to in their time of need and uncertainty. Thank you everyone for what you have done, however big or small.*

**7 20/146 REPORT FROM THE WEST SUSSEX COUNTY COUNCILLOR**

Cllr. Urquhart wanted to add her thanks to the APC Office staff and Councillors for going above and beyond during the past months.

She commented that a white Christmas has been predicted and that WSCC have enough grit for all roads in the area.

It was reported that WSCC are still very busy dealing with COVID-19 issues and now the vaccine roll-out. They are also in the process of finishing the budget process that they have to follow every year.

They are working with local committees regarding adopting roadside verges and rewilding, 19 have expressed an interest in taking part.

Cllr. A Evans asked about the paint used for the Angmering Footbridge and if this could be used in other areas such as play parks and if other councils

would be using it. Cllr. Urquhart was unable to answer but will report back at a future meeting.

Action: Investigate if the paint can be used elsewhere and report back.

DU

Cllr. R Evans commented that he had reported a verge issue on the 'love clean streets' app but had not had a proper response. Cllr. Urquhart said she would investigate and report back.

Action: Investigate Cllr. R Evans issue and report back.

DU

Cllr. Urquhart left the meeting at 19.19.

**8 20/147 REPORT FROM THE ARUN DISTRICT COUNCILLORS**

Cllrs. Cooper and Clayden were not in attendance and no report had been submitted.

**9 20/148 NEIGHBOURHOOD PLAN**

The Clerk confirmed there had been no updates and this was still on hold awaiting information from ADC.

**10 20/149 OPERATION WATERSHED FUNDING – SWILLAGE LANE POND**

The Clerk explained the background and who had been contacted to seek advice. At first look this area did not qualify for Operation Watershed funding however on further investigation as this pond drains into other areas of the village which in turn could cause flooding elsewhere this may be a way forward to secure funding to elevate future problems for the village as a whole.

Cllr. N Hamilton-Street asked if there were any questions and a discussion took place. Cllr. L Hamilton-Street was keen not to take any opportunities away from Honey Lane, the Clerk confirmed this would not happen and in fact APC were being encouraged to apply for multiple funding opportunities as each one is dealt with individually. During the conversation it was agreed that the Clerk should investigate what was happening with the Honey Lane project.

Action: Chase information on the Honey Lane project and report back.

KH

At this point a member of the public joined the meeting, unfortunately the member of the public could not be heard as they were experiencing IT issues. Eventually after about 10 minutes the member of the public sorted the IT issues and advised that they had heard what had been discussed and was happy with the outcome so far.

Cllr. N Hamilton-Street said the APC need to decide whether they should start the process for Operation Watershed funding for the Swillage Lane Pond and associated areas. All agreed that the APC Office should start preliminary investigations as long as this would not impact on the Honey Lane project.

Action: The Clerk to check that Swillage Lane Pond would not affect the Honey Lane project and report back.

KH

The member of the public left the meeting at 19:30.

**11 20/150 NOTICE OF CONCLUSION OF ANNUAL AUDIT**

The Clerk advised that this item was on the agenda as it had to be noted at a Full Council meeting.

Cllr. N Hamilton-Street asked if there were any questions, none were asked.

Cllr. N Hamilton-Street congratulated the Clerk on the positive outcome of the audit.

**12 20/151 INTERIM INTERNAL AUDIT REPORT**

The Clerk confirmed there were no issues.

The Clerk asked if there were any questions, none were asked.

The Council confirmed receipt of the report and noted the outcomes.

**13 20/152 SURVEY RESULTS – ANGMERING COMMUNITY FACILITIES AND SERVICES, NOW AND IN THE FUTURE**

Cllr. N Hamilton-Street explained the background of the survey and how it was linked to the APC plans for the future. She then invited any questions.

Cllr. A Evans commented that he thought the survey was excellent and was impressed with the survey getting 294 responses.

Cllr. N Hamilton-Street commented that APC should consider doing this type of survey annually. The Clerk advised that some gaps had already been identified and that certain age groups were not represented as much as others.

Cllr. R Evans asked if some feedback could be shared with a pupil doing a project regarding library use. This was agreed and the Clerk will pull this information out and send to Cllr. R Evans to pass on.

Action: Send requested information to Cllr. R Evans to pass on.

**KH**

**14 20/153 ANGMERING COMMUNITY CENTRE ACCOUNTS 2019 – 2020**

Cllr. Verrinder reminded the committee that she was a trustee of the Community Centre and therefore had a non-pecuniary interest.

Cllr. Marsh commented on the wording used to describe the situation regarding the repair of the main hall floor and that this was not an accurate account of what had happened. All agreed.

The Clerk gave an overview of what had actually happened and confirmed that the Community Centre had offered to pay for half the cost of the repairs.

Other examples of how the floor had been damaged by different groups using the hall were given.

Cllr. N Hamilton-Street asked if APC could write back and state that while APC accept the report we would like to confirm that there was never any dispute from APC. The Clerk will write back to the Chair of the Community Centre.

Action: Letter to be written to the Chair of the Community Centre regarding the repair of the main hall's floor.

KH

The point about an APC councillor being able to attend the Community Centre committee meetings was raised and Cllr. N Hamilton-Street will talk to the Chair of the Community Centre and raise this question again.

Action: Speak to the Community Centre Chair regarding an APC councillor attending their meetings.

NHS

**15 20/154 COMMUNITY GRANT APPLICATIONS**

Two grant applications had been received in time to be heard at this meeting.

An application for a grant has been received from the **Citizens Advice Bureau** for the sum of £500.00. A discussion then took place regarding the application.

After discussion it was agreed by all that a grant of £500.00 should be given.

**RESOLUTION**: Cllr. Marsh **PROPOSED** that a sum of £500.00 was granted to the Citizens Advice Bureau, Cllr. Oldfield **SECONDED**, **10 AGREED** and **1 ABSTAINED**.

An application for a grant has been received from **Victim Support** for the sum of £150.00. A discussion then took place regarding the application.

After discussion it was agreed by all that a grant of £150.00 should be given.

**RESOLUTION**: Cllr. Verrinder **PROPOSED** that a sum of £150.00 was granted to Victim Support, Cllr. Jones **SECONDED** and **ALL AGREED**.

The 2020/2021 budget for Community Grants is £3,500.00. The total grant pot available for the remainder of the year after these grants have been given is £1,036.40.

**16 20/155 2020/2021 FINANCIAL REPORT**

The Clerk presented the report, no questions were asked regarding the report.

Cllr. Verrinder agreed to sign the bank reconciliation for November 2020 and will attend the APC Offices to sign the reconciliation as this is a virtual meeting.

**17 20/156 QUESTIONS ON THE ALREADY CIRCULATED NOTES OF MEETINGS OF PARISH COUNCIL WORKING PARTIES AND REPRESENTATIVES ON OTHER ORGANISATIONS**

Cllr. N Hamilton-Street mentioned that Cllr. Oldfield had attended the recent Development Control meeting at ADC.

Cllr. R Evans said he was disappointed that the three ADC Councillors had not attended this meeting as he had some questions that he wished to ask. Cllr.

N Hamilton-Street asked Cllr. R Evans to formulate his questions and send to the Clerk so she can forward them on, he agreed.

Cllr. Verrinder advised that she and Cllr. L Hamilton-Street had attended the recent SDNP workshop on their master plan. Cllr. Verrinder offered to send through the report she had received so all could view it.

Action: Send SDNP Master Plan report to the Clerk so she may distribute it to all councillors.

SV/KH

Cllr. Oldfield commented that he and Cllr. N Hamilton-Street had already spoken directly with District Cllr. Cooper that APC were extremely disappointed that they had no representation at the Development Control Committee. Cllr. Coopers comments to this were confusing and further investigation will be sought. A letter has already been drafted and sent. A discussion then took place. The main concern was that all District Councillors should be taking responsibility for APC and this was not happening at a level that APC required.

**18 20/157 QUESTIONS FROM COMMITTEES HELD SINCE THE LAST MEETING**

- The Housing, Transport & Planning Committee meeting held on Tuesday 24 November 2020 via Zoom.  
Dappers Lane Approval - Cllr. R Evans asked about S106 monies, Cllr. N Hamilton-Street said S106 money was attached to all the strategic developments in Angmering. The Clerk explained the new plan that APC would be following regarding putting suggestions forward for S106/CIL contributions from potential developments.  
It was stated that there was approximately £1,000,000 in the pot for health care improvements in Angmering. Risk of this money being given back to developer if not spent.  
Cllr. Marsh asked if a letter should be written to Andrew Griffiths, APCs MP with APCs concerns. Cllr. N Hamilton-Street advised letters had already been written regarding various matters, but no response has been received however APC will contact him again.
- CLEW Committee – held on Wednesday 25 November 2020 via Zoom – None.
- Governance & Oversight Committee – held on Wednesday 4 November 2020 via Zoom – None.

**20/158 TO CONSIDER ANY URGENT MATTERS, FOR INFORMATION ONLY, ARISING SINCE THE PREPARATION OF THIS AGENDA**

None.

**DATE OF NEXT MEETING**

The Committee's next meeting will be virtual meeting on **Monday 11 January 2021** at 19:00 via Zoom.

**The meeting concluded at 20:12.**

.....  
Chairman

Date.....

## Clerks Report – Agenda item 5 (Together with Action List)

- 1) **South of Water Lane Planning Applications –**  
**A/179/20/RES – TBC**  
**A/109/20/RES – TBC**  
**A/157/20/DOC –** Application for construction management plan – This plan aims to use High Street as the access point to the site. APC and other organisations are vehemently against this and will continue to object. We are working with our WSCC councillor, ADC councillors and officers to address the issues.
  
- 2) **Operation Watershed.**  
**Cow Lane –** The meeting was held with WSCC regarding the type of surface for the lane and this went very well. Further updates to follow as I receive them. All funds for resurfacing the lane are to be provided through S106 contributions.  
**Honey Lane –** Email sent to Sue Furlong 04/01/2020 – update will be given once information received.  
**Swillage Lane –** Work will be undertaken to start this project in late January 2021.
  
- 3) **ASRA Lease –** Chasing solicitor regarding lease
  
- 4) **Angmering Medical Centre –** As councillors are aware – we have been contacted by the medical centre to see if councillors can volunteer some of their time to help with carparking duties over 05/06/07 January 2021 while the surgery provide COVID jabs. Thanks to those who volunteered. We contacted some of our known volunteers also.
  
- 5) **COVID-19 Office –** The office is now closed while we are in tier 4. Signs have been put up and useful information is still available in the window, on our website and on Facebook. All office staff are working from home and contactable via email and telephone.
  
- 6) **COVID-19 Response –** Our volunteers that have continued to help through the last 9 months are continuing to do so and we have been contacted by a couple more who would like to offer their assistance. Our offer of assistance during this time has been put on Facebook and posters added to the office window.  
We are here to help should anyone need it – please contact the office.
  
- 7) **ASRA Pavilion –** Work has been completed and checks undertaken by Cllr. Mike Jones.
  
- 8) **Mayflower Easement –** The easement deed has been signed and sent to the solicitors who will arrange payment in due course. Work is due to start on the Crayfern sit down Mayflower Way on 6 January 2021.

- 9) **Memory Tree** – there were more tags than ever on the tree this year and it looked amazing. Sadly our groundsman had to collect many of them due to the high winds. It was great to see so many people involved this year and I believe that in current circumstances it was a great thing to continue.
  
- 10) **Country File** – The programme was well received and showed the community spirit and heart of Angmering Village, no matter how big its got.
  
- 11) **Cresswell Park** – Ongoing communication with CALA homes regarding the removal and subsequent planting of trees and the SUD. More information is due early January 2021 regarding the planting etc.
  
- 12) **Blenheim Park** – There has been some damage to the newly refurbished park regarding a damaged bolt. This was reported by a member of the public and Roy attended the park and taped off the item. The company who installed the park attended the site on 4 January 2021 and repaired the issue. It was believed to have happened due to an overtightened bolt.
  
- 13) **Mayflower Pond Walkway** – Work to replace the broken planks around the pond has started and will continue for a few days.



Meeting Date	Agenda No:	Minute No:	Title	Action Required	Action to be taken	Comments & Next steps	Delegated To
11.05.20	10	20/010	Mayflower Gullies	Investigate all legal obligations		Information gained from deeds down Mayflower Way and work completed by solicitor - work needed to collate - ongoing	KH
10.08.20	4	20/068	Public Consultation: Cow Lane	Report back on what surface options are available from WSCC		Report sent to all Cllrs. Will report more information when I have it.	KH
12.10.20	13	20/112	Play park repair at Discovery park	Instruct the company to undertake a full repair of the piece of equipment		Company instructed 15/10/2020. Approx 10-12 week lead time. Work to commence w/c 18/01/21	KH
12.10.20	14	20/113	Repair of walkway - Mayflower Pond/Sud	Inform supplier of quote 1 that their quote had been successful and book a date for the repair to take place	Email sent to company to start the process	Awaiting start date. TL to chase	TL
12.10.20	15	20/114	Bore Holes at Community Centre	Instruct the company to go ahead and drill the bore holes, share report once received.	Email sent to company to start the process	Work will commence in March 2021, but will not be paid for until April 2021. Start date yet to be advised.	TL
09.11.20	11	20/131	Deed of Variation - A/99/17/OUT	Investigate the cost implications for the play park and the multi-use games area in Angmering		Liassing with BDW regarding possible funding towards lighting in Mayflower Park/play park	KH
09.11.20	13	20/133	Response to WSALC re value for money survey	Report back at the December on how the resolutions went		AGM delayed - will add to agenda once meeting has occurred	NHS

14.12.20	10	20/149	Operation Watershed	Chase information on the Honey Lane project and report back.		Chased Sue at WSCC 04/01/2021 She is contacting a drainage expert who is looking at quotes	KH
14.12.20	10	20/149	Operation Watershed	The Clerk to check that Swillage Lane Pond would not affect the Honey Lane project and report back.		More research to be done on this item after new information from Sue Furlong. 04/01/2021	KH
14.12.20	14	20/153	Angmering Community Centre Accounts	Letter to be written to the Chair of the Community Centre regarding the repair of the main hall's floor.			KH
14.12.20	14	20/153	Angmering Community Centre Accounts	Speak to the Community Centre Chair regarding an APC councillor attending their meetings.			NHS
14.12.20	17	20/156	SDNP workshop on their master plan	Send SDNP Master Plan report to the Clerk so she may distribute it to all councillors.			SV/KH

Task has been started
Task to remain on the list
Task not yet started



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# **SUPPORTING PAPER**

## **ANGMERING PARISH COUNCIL VIRTUAL COMMITTEE MEETING**

### **MONDAY 11 JANUARY 2021**

#### **Agenda Item 10 & 11, 2021/2022 Precept and Budget Approval**

With 2020 being such an unprecedented year we had to approach things slightly differently when it came to setting this years precept and budget for 2021/2022.

Firstly, due to our community survey and visioning sessions which had taken place with our Councillors, we were able to apply peoples ideas, concerns and aspirations to this years budget. The survey results highlighted many areas where there was obvious concerns within the parish and where a large percentage of the respondents wanted to see improvements. These responses together with councillor suggestions has helped to shape the coming financial years budget and it will be an exercise we will continue to do in the coming years.

Secondly we were unable to hold our “drop in” sessions for councillors to see the proposed budget. We replaced these session with Zoom meetings to discuss the budget and answer any questions put forward. These sessions proved most useful and Councillors stated that they felt more involved in the process and were glad that the residents had also had their chance to say where money should be spent in the coming year.

Thirdly, due to the COVID-19 pandemic our work this year has been focused on coordinating our response to the pandemic with regards to helping those shielding. Planned events were cancelled, our other volunteering opportunities were also hampered and we focused on getting through it best we could. Variations to the budget were put through but we have still managed to achieve many things this year, despite the difficulties. A full report of these achievements will be taken to our May 2021 meeting.

#### **Precept**

Every year the council have to confirm to Arun District Council the precept amount for the coming financial year. As you can see from the below, year on year there has been a percentage increase from 3% right up to 10.74%.

Due to increasing housing numbers, a “natural” increase in precept occurs without having to raise the per household amount. Although the parish contribution only makes up a small percentage of homeowners total council tax bill, it has been important to try to keep any increase as low as possible, without affecting the services we offer and the areas we maintain.

It will be suggested that for the coming financial year – 2021/2022 there is no increase in precept for Angmering residents.

Please note that your council tax bill may still go up as other councils/services are still able to increase their portion.

Year	Precept Amount	Tax Base	Per “D” house	Percentage rise
<b>2021/2022</b>	<b>£389,850.00</b>	<b>3614</b>	<b>£107.87</b>	<b>0.00%</b>
2020/2021	£385,100.00	3570	£107.87	3.95%
2019/2020	£360,000.00	3469	£103.78	3.78%
2018/2019	£335,500.00	3355	£100.00	2%
2017/2018	£316,800.00	3232	£98.02	10.74%
2016/2017	£272,290.00	3093	£88.03	6.58%

There has been an increase in the number of houses in Angmering paying council tax of 44. Less than previous years, possibly due to financial constraints on homeowners due to the pandemic.

It is believed that we are able to maintain our current service and maintenance schedule as well as plan for possible events, continue with our playpark refurbishment and also allow for funds to be spent on community sessions and increasing our involvement in the parish.

### **Budget**

As advised above, our budget planning process has been different this year, but very beneficial.

The report brought to December 2020 Full Council Meeting regarding the survey shows many areas where money has been allocated, including community sessions (COVID-19 guideline dependent), Mayflower Park improvements, maintenance of certain areas including St Nicholas Gardens, plans to encourage shoppers into the village and highlight what Angmering has to offer, enhancing sporting facilities at Mayflower Park, improving play areas and their surroundings and improving the natural habitats at council owned/leased areas.

The budget also shows the below

- 1) IT Software – £2,500. This will create the start of an earmarked reserve in order to replace the councillors iPad’s which are now 5 years old. They have been very valuable, especially in recent times with everything moving online and reducing paper usage.

- 2) Election Costs - £0.00. At the end of this financial year we have been able to add £12,470.11 into this reserve so that we do not need to add any more to this in 2021/2022. This allows for any Parish Council Elections to be paid for without including them in further years budgets.
- 3) Tools and Equipment - £3,700. This is to allow the renewal of a few older pieces of machinery to deal with tree maintenance and also to fund the potential purchase of gazebos for a market.
- 4) Contractor General - £8,500. This amount is to cover maintenance needs within the areas we are responsible for, including the drilling investigation on the community centre green space.
- 5) Contractor – Trees and Hedges - £12,500. The higher amount is to create an earmarked reserve. We are in the process of agreeing a maintenance plan for all the areas APC are responsible for. This will allow us to have an agreed schedule of maintenance as well as cover any additional work needed. It is believed that this amount will be reduced in the coming years once the plan has been implemented.
- 6) Contractor General – Village Centre - £1,500. To fund the water fountain/tap in the village square.
- 7) Purchase – Vehicles - £3,000. To create an earmarked reserve to fund the purchase of a new van when the time comes. This amount will be budgeted for in future years also.
- 8) Palmer Road Rec - £10,000 in total. This is to fund the pitch treatments etc and repairs to the pavilion as and when needed.
- 9) Community Centre - £11,200 in total. These amounts are to maintain the external building (which is owned by APC) and to maintain the CCTV, fire alarms, automatic doors and rubbish collection – this includes all the waste from the bins on Mayflower Park which are emptied by our groundsman.
- 10) Events – no individual events (apart from Christmas) have been budgeted for this year. The whole amount apportioned to events last year has been put into a budget line and will be apportioned out IF events are allowed to happen in 2021/2022 (COVID-19 guidelines). Events TBC – £12,230. If this budget line is not spent or partially spent, a virement can be used to make use of this money or create an ear marked reserve for following years.
- 11) Mayflower – Improvements – £22,000. This amount will be used to enhance this area and put into place several of the suggestions put forward, including enhancing the pond area, improving security by uplifting trees along the main path, improvements to the basketball area and other maintenance.
- 12) Mayflower – Contractor General - £5,500. This amount is to repair the pipe on Mayflower Park which is in need to repair and has been voted on during a meeting in September 2020.
- 13) Neighbourhood Plan – there has been no budget applied to this for 2021/2022. An earmarked reserve containing the budget amount of £40,000 from 2020/2021 will be actioned. This will allow for these funds to be utilised when the plan is reviewed. If this reserve is not used or is needed elsewhere a virement request will be brought to full council for approval before funds are diverted.

Any other questions will be welcomed.

**Decisions needed.**

**Agenda Item 10**

- 1) To approve the 0% raise in precept and keep it at £107.87 per Band D property for 2021/2022.**

**Agenda Item 11**

- 2) Approve the attached budget for 2021/2022 subject to any changes that will be reported to the council before the start of the 2020/2021 financial year.**

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
<b>100</b>	<b><u>Income</u></b>											
1076	Precept	360,000	360,000	0	0	385,100	0	385,100	385,100	389,850	0	0
1080	Investment Income	7,800	8,492	0	0	8,000	0	8,000	6,965	7,000	0	0
1090	Bank Interest	180	65	0	0	180	0	180	48	150	0	0
1095	Other Income	8,400	50	0	0	0	0	0	0	0	0	0
1105	Donations Received	0	415	0	0	0	0	0	0	0	0	0
	<b>Total Income</b>	<b>376,380</b>	<b>369,022</b>	<b>0</b>	<b>0</b>	<b>393,280</b>	<b>0</b>	<b>393,280</b>	<b>392,113</b>	<b>397,000</b>	<b>0</b>	<b>0</b>
	<b>Movement to/(from) Gen Reserve</b>	<b>376,380</b>	<b>369,022</b>			<b>393,280</b>		<b>393,280</b>	<b>392,113</b>	<b>397,000</b>		
<b>120</b>	<b><u>Office</u></b>											
1095	Other Income	0	52	0	0	0	0	0	0	0	0	0
	<b>Total Income</b>	<b>0</b>	<b>52</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4000	Salary - Clerk	39,782	40,496	0	0	40,760	0	40,760	31,788	41,880	0	0
4005	Salary - Office Staff	71,000	69,585	0	0	72,000	0	72,000	51,166	72,130	0	0
4025	Employer's NI	12,700	11,142	0	0	12,000	0	12,000	7,129	12,000	0	0
4035	Pension - LGPS	30,400	23,573	0	0	25,000	0	25,000	17,575	24,000	0	0
4055	Travel	300	156	0	0	300	0	300	13	300	0	0
4070	Training	4,000	1,049	0	0	4,000	0	4,000	720	2,000	0	0
4200	Electricity	1,300	1,093	0	0	1,400	0	1,400	1,022	1,600	0	0
4205	Gas	850	997	0	0	875	0	875	333	500	0	0
4210	Water/Sewage	900	404	0	0	900	0	900	0	1,000	0	0
4220	Office Cleaning	700	858	0	0	900	0	900	548	900	0	0
4225	Office Maintenance	600	450	0	0	600	0	600	283	500	0	0

Continued on next page

## Annual Budget - By Centre

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4230	Office Improvements	15,000	1,203	0	0	2,000	0	2,000	383	0	0	0
4235	Office Equipment	850	821	0	0	1,000	0	1,000	147	1,000	0	0
4240	Stationery & Consumables	2,200	2,657	0	0	2,800	0	2,800	1,285	2,100	0	0
4245	Postage	60	1	0	0	60	0	60	0	0	0	0
4250	Telephones	1,200	962	0	0	1,400	0	1,400	1,228	1,600	0	0
4255	Broadband	1,300	859	0	0	1,400	0	1,400	673	1,000	0	0
4260	Mobile Telephones	600	0	0	0	0	0	0	0	0	0	0
4265	Photocopying/Printing	3,500	2,867	0	0	3,500	0	3,500	1,678	3,500	0	0
4270	Printing	450	452	0	0	500	0	500	0	0	0	0
4275	Newsletter Production	3,500	0	0	0	4,000	0	4,000	1,840	2,900	0	0
4285	Books & Publications	250	0	0	0	250	0	250	0	250	0	0
4290	Subscriptions	2,900	2,715	0	0	3,000	0	3,000	2,746	3,000	0	0
4295	Land Registry	200	72	0	0	200	0	200	111	200	0	0
4300	Shop Local Map	0	0	0	0	0	0	0	1,594	0	0	0
4310	Bank Charges	25	0	0	0	25	0	25	0	25	0	0
4315	Room Hire	1,300	1,333	0	0	1,500	0	1,500	0	1,500	0	0
4325	Advertising	50	1,057	0	0	100	0	100	0	600	0	0
4330	IT Support	3,500	4,151	0	0	1,500	0	1,500	2,290	3,000	0	0
4335	IT Software	3,200	3,917	0	0	3,000	0	3,000	2,171	2,500	0	0
4340	IT Equipment	400	168	0	0	4,000	0	4,000	3,373	1,000	0	0
4345	Insurance	7,500	7,703	0	0	8,200	0	8,200	8,009	8,500	0	0
4350	Audit Fees	3,000	1,647	0	0	3,000	0	3,000	1,300	2,000	0	0
4360	Professional Expenses	5,000	4,595	0	0	3,000	0	3,000	2,422	3,000	0	0
4365	Legal Fees	12,000	1,084	0	0	2,000	0	2,000	225	2,000	0	0

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		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4370	Election Costs	10,000	7,530	0	0	10,000	0	10,000	0	0	0	0
4375	Community Grants	3,500	3,604	0	3,000	3,500	0	6,500	4,564	3,800	0	0
4380	Loan Charges	8,355	0	0	0	0	0	0	0	0	0	0
4390	Opening Highstreets Safely	0	0	0	0	0	0	0	952	0	0	0
4505	Tools & Equipment	0	975	0	0	0	0	0	16	0	0	0
4530	Buildings - Routine Maint.	0	436	0	0	0	0	0	0	0	0	0
4580	Green Waste Disposal	0	0	0	0	0	0	0	147	0	0	0
4585	Rubbish Collection Recycling	0	258	0	0	300	0	300	147	250	0	0
4665	Contractor-General	0	50	0	0	0	0	0	0	0	0	0
4755	Event Equipment Hire	0	560	0	0	0	0	0	0	0	0	0
4765	Volunteer Checks	0	0	0	200	0	0	200	9	200	0	0
4780	Event/s - TBC	0	0	0	0	0	0	0	0	12,230	0	0
4785	Consultation	0	0	0	0	0	0	0	0	4,750	0	0
	<b>Overhead Expenditure</b>	<b>252,372</b>	<b>201,480</b>	<b>0</b>	<b>3,200</b>	<b>218,970</b>	<b>0</b>	<b>222,170</b>	<b>147,885</b>	<b>217,715</b>	<b>0</b>	<b>0</b>
	<b>Movement to/(from) Gen Reserve</b>	<b>(252,372)</b>	<b>(201,428)</b>			<b>(218,970)</b>		<b>(222,170)</b>	<b>(147,885)</b>	<b>(217,715)</b>		
<b>140</b>	<b><u>Councillors/Civic</u></b>											
4025	Employer's NI	0	313	0	0	0	0	0	0	0	0	0
4070	Training	1,000	645	0	0	2,000	0	2,000	733	2,000	0	0
4335	IT Software	0	0	0	0	0	0	0	0	1,000	0	0
4400	Councillor's Basic Allowance	6,708	2,612	0	0	3,000	0	3,000	1,755	3,000	0	0
4405	Chairman's Allowance	300	323	0	0	300	0	300	273	300	0	0
4410	Member's Travel Expenses	500	0	0	0	500	0	500	0	100	0	0
4415	Official Hospitality	700	0	0	0	500	0	500	0	500	0	0

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		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
	<b>Overhead Expenditure</b>	9,208	3,893	0	0	6,300	0	6,300	2,762	6,900	0	0
	<b>Movement to/(from) Gen Reserve</b>	(9,208)	(3,893)			(6,300)		(6,300)	(2,762)	(6,900)		
<b>160</b>	<b><u>Neighbourhood Plan</u></b>											
1100	Grants Received	0	11,160	0	0	0	0	0	0	0	0	0
	<b>Total Income</b>	0	11,160	0	0	0	0	0	0	0	0	0
4240	Stationery & Consumables	0	21	0	0	1,000	0	1,000	0	0	0	0
4270	Printing	0	0	0	0	3,000	0	3,000	0	0	0	0
4325	Advertising	0	0	0	0	3,000	0	3,000	0	0	0	0
4360	Professional Expenses	0	10,285	0	0	33,000	0	33,000	0	0	0	0
	<b>Overhead Expenditure</b>	0	10,306	0	0	40,000	0	40,000	0	0	0	0
	<b>160 Net Income over Expenditure</b>	0	855	0	0	-40,000	0	-40,000	0	0	0	0
6000	plus Transfer from EMR	0	10,285	0	0	0	0	0	0	0	0	0
6001	less Transfer to EMR	0	11,160	0	0	0	0	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	0	(20)			(40,000)		(40,000)	0	0		
<b>200</b>	<b><u>Maintenance</u></b>											
4010	Salary - Groundstaff	22,000	21,651	0	0	23,000	0	23,000	17,263	23,000	0	0
4025	Employer's NI	0	1,898	0	0	1,700	0	1,700	1,357	1,700	0	0
4035	Pension - LGPS	0	4,648	0	0	4,853	0	4,853	3,654	4,800	0	0
4260	Mobile Telephones	0	642	0	0	400	0	400	329	400	0	0
4500	Protective Clothing	500	174	0	0	300	0	300	99	300	0	0
4505	Tools & Equipment	900	569	0	0	1,000	0	1,000	967	3,700	0	0

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		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4530	Buildings - Routine Maint.	6,000	373	0	0	0	0	0	0	0	0	0
4535	Buildings - Insurance Work	500	0	0	0	0	0	0	0	0	0	0
4570	Dog Fouling Bin Collections	500	461	0	0	300	0	300	0	418	0	0
4580	Green Waste Disposal	1,000	952	0	0	2,400	0	2,400	860	2,000	0	0
4585	Rubbish Collection Recycling	400	45	0	0	0	0	0	0	0	0	0
4595	BMX Track Maintenance	0	1,798	0	0	2,000	0	2,000	0	0	0	0
4630	Equipment Storage	6,000	6,000	0	0	6,000	0	6,000	4,500	6,000	0	0
4645	Play Park Renewal Programme	0	0	0	20,000	0	0	20,000	18,008	0	0	0
4650	Play Area Inspections	1,000	350	0	0	500	0	500	350	500	0	0
4655	Play Area Maintenance	7,000	1,536	0	0	7,500	0	7,500	1,275	5,000	0	0
4665	Contractor-General	0	3,049	0	0	5,000	0	5,000	2,108	8,500	0	0
4670	Contractor-Grass	9,000	8,863	0	0	10,000	0	10,000	8,260	10,000	0	0
4675	Contractor-Trees & Hedges	0	1,770	0	5,530	3,500	0	9,030	1,155	12,500	0	0
4680	Contractor-Flowers & Beds	0	8,035	0	0	9,000	0	9,000	6,391	10,000	0	0
4770	Operation Watershed - Cow Lane	0	0	0	0	0	0	0	55,444	0	0	0
	<b>Overhead Expenditure</b>	<b>54,800</b>	<b>62,813</b>	<b>0</b>	<b>25,530</b>	<b>77,453</b>	<b>0</b>	<b>102,983</b>	<b>122,020</b>	<b>88,818</b>	<b>0</b>	<b>0</b>
6000	plus Transfer from EMR	0	0	0	0	0	0	0	55,444	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	<b>(54,800)</b>	<b>(62,813)</b>			<b>(77,453)</b>		<b>(102,983)</b>	<b>(66,576)</b>	<b>(88,818)</b>		
<b>210</b>	<b><u>Village Centre</u></b>											
4610	Maintenance	0	155	0	0	200	0	200	0	0	0	0
4665	Contractor-General	0	0	0	0	0	0	0	0	1,500	0	0
4695	Noticeboards	0	3,841	0	0	0	0	0	0	0	0	0
	<b>Overhead Expenditure</b>	<b>0</b>	<b>3,996</b>	<b>0</b>	<b>0</b>	<b>200</b>	<b>0</b>	<b>200</b>	<b>0</b>	<b>1,500</b>	<b>0</b>	<b>0</b>

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		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
	<b>Movement to/(from) Gen Reserve</b>	0	(3,996)			(200)		(200)	0	(1,500)		
<b>220</b>	<b><u>Mowers/Strimmers</u></b>											
1095	Other Income	0	5,500	0	0	0	0	0	0	0	0	0
	<b>Total Income</b>	0	5,500	0	0	0	0	0	0	0	0	0
4505	Tools & Equipment	0	317	0	0	500	0	500	0	0	0	0
4605	Fuel	400	254	0	0	400	0	400	236	0	0	0
4610	Maintenance	1,500	404	0	0	1,500	0	1,500	510	1,500	0	0
4620	Road Tax	0	25	0	0	25	0	25	0	0	0	0
	<b>Overhead Expenditure</b>	1,900	1,001	0	0	2,425	0	2,425	745	1,500	0	0
	<b>Movement to/(from) Gen Reserve</b>	(1,900)	4,499			(2,425)		(2,425)	(745)	(1,500)		
<b>240</b>	<b><u>Vehicles</u></b>											
4345	Insurance	1,700	1,069	0	-700	1,700	0	1,000	998	1,200	0	0
4600	Purchase	0	0	0	0	0	0	0	0	3,000	0	0
4605	Fuel	1,200	1,109	0	0	1,400	0	1,400	945	1,100	0	0
4610	Maintenance	1,000	1,089	0	0	1,500	0	1,500	1,259	1,500	0	0
4620	Road Tax	250	260	0	0	250	0	250	0	250	0	0
	<b>Overhead Expenditure</b>	4,150	3,526	0	-700	4,850	0	4,150	3,202	7,050	0	0
	<b>Movement to/(from) Gen Reserve</b>	(4,150)	(3,526)			(4,850)		(4,150)	(3,202)	(7,050)		
<b>250</b>	<b><u>Street Lighting</u></b>											
4200	Electricity	1,800	4,762	0	-217	2,300	0	2,083	2,083	2,300	0	0

Continued on next page

		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4610	Maintenance	4,700	2,021	0	-79	5,000	0	4,921	4,921	5,500	0	0
4665	Contractor-General	0	433	0	-4	500	0	496	0	0	0	0
<b>Overhead Expenditure</b>		<b>6,500</b>	<b>7,215</b>	<b>0</b>	<b>-300</b>	<b>7,800</b>	<b>0</b>	<b>7,500</b>	<b>7,004</b>	<b>7,800</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>		<b>(6,500)</b>	<b>(7,215)</b>			<b>(7,800)</b>		<b>(7,500)</b>	<b>(7,004)</b>	<b>(7,800)</b>		
<b>260</b>	<b><u>Palmer Road Rec</u></b>											
4660	Palmer Road Pavilion	0	1,791	0	2,000	3,000	0	5,000	808	5,000	0	0
4670	Contractor-Grass	10,000	10,004	0	-8,000	10,000	0	2,000	0	5,000	0	0
<b>Overhead Expenditure</b>		<b>10,000</b>	<b>11,795</b>	<b>0</b>	<b>-6,000</b>	<b>13,000</b>	<b>0</b>	<b>7,000</b>	<b>808</b>	<b>10,000</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>		<b>(10,000)</b>	<b>(11,795)</b>			<b>(13,000)</b>		<b>(7,000)</b>	<b>(808)</b>	<b>(10,000)</b>		
<b>280</b>	<b><u>Community Centre</u></b>											
4450	CCTV Maintenance	0	1,519	0	0	3,000	0	3,000	1,171	3,000	0	0
4455	Alarms ó	0	607	0	0	800	0	800	0	2,000	0	0
4530	Buildings - Routine Maint.	0	247	0	-2,000	6,000	0	4,000	2,951	4,000	0	0
4580	Green Waste Disposal	1,000	954	0	0	0	0	0	0	0	0	0
4590	Rubbish Collection Gen. Waste	1,700	2,098	0	0	2,200	0	2,200	1,687	2,200	0	0
4610	Maintenance	0	733	0	0	0	0	0	0	0	0	0
4665	Contractor-General	0	100	0	0	0	0	0	0	0	0	0
<b>Overhead Expenditure</b>		<b>2,700</b>	<b>6,258</b>	<b>0</b>	<b>-2,000</b>	<b>12,000</b>	<b>0</b>	<b>10,000</b>	<b>5,809</b>	<b>11,200</b>	<b>0</b>	<b>0</b>
<b>Movement to/(from) Gen Reserve</b>		<b>(2,700)</b>	<b>(6,258)</b>			<b>(12,000)</b>		<b>(10,000)</b>	<b>(5,809)</b>	<b>(11,200)</b>		
<b>290</b>	<b><u>Skate Bowl</u></b>											
4200	Electricity	0	-47	0	0	600	0	600	249	600	0	0

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		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4610	Maintenance	0	0	0	0	0	0	0	0	2,000	0	0
4665	Contractor-General	0	329	0	1,000	500	0	1,500	467	1,500	0	0
	<b>Overhead Expenditure</b>	<b>0</b>	<b>282</b>	<b>0</b>	<b>1,000</b>	<b>1,100</b>	<b>0</b>	<b>2,100</b>	<b>716</b>	<b>4,100</b>	<b>0</b>	<b>0</b>
	<b>Movement to/(from) Gen Reserve</b>	<b>0</b>	<b>(282)</b>			<b>(1,100)</b>		<b>(2,100)</b>	<b>(716)</b>	<b>(4,100)</b>		
<b>300</b>	<b><u>CLEW Committee</u></b>											
4665	Contractor-General	5,000	0	0	0	0	0	0	0	0	0	0
4675	Contractor-Trees & Hedges	4,000	1,350	0	0	0	0	0	0	0	0	0
4680	Contractor-Flowers & Beds	9,000	0	0	0	0	0	0	0	0	0	0
	<b>Overhead Expenditure</b>	<b>18,000</b>	<b>1,350</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Movement to/(from) Gen Reserve</b>	<b>(18,000)</b>	<b>(1,350)</b>			<b>0</b>		<b>0</b>	<b>0</b>	<b>0</b>		
<b>310</b>	<b><u>Christmas Memory Event</u></b>											
4240	Stationery & Consumables	200	272	0	0	600	0	600	780	800	0	0
4325	Advertising	300	13	0	0	100	0	100	140	100	0	0
4700	Christmas Tree	1,000	1,065	0	0	1,500	0	1,500	1,307	2,000	0	0
4705	Festive Lights	0	0	0	0	0	0	0	0	1,000	0	0
4755	Event Equipment Hire	0	220	0	0	300	0	300	86	300	0	0
	<b>Overhead Expenditure</b>	<b>1,500</b>	<b>1,570</b>	<b>0</b>	<b>0</b>	<b>2,500</b>	<b>0</b>	<b>2,500</b>	<b>2,313</b>	<b>4,200</b>	<b>0</b>	<b>0</b>
	<b>Movement to/(from) Gen Reserve</b>	<b>(1,500)</b>	<b>(1,570)</b>			<b>(2,500)</b>		<b>(2,500)</b>	<b>(2,313)</b>	<b>(4,200)</b>		
<b>320</b>	<b><u>Community Clean Up Sessions</u></b>											
4240	Stationery & Consumables	200	98	0	0	250	0	250	66	450	0	0
4315	Room Hire	400	90	0	0	200	0	200	0	200	0	0

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		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4325	Advertising	200	0	0	0	100	0	100	0	100	0	0
4505	Tools & Equipment	200	408	0	0	300	0	300	32	400	0	0
	<b>Overhead Expenditure</b>	<b>1,000</b>	<b>596</b>	<b>0</b>	<b>0</b>	<b>850</b>	<b>0</b>	<b>850</b>	<b>97</b>	<b>1,150</b>	<b>0</b>	<b>0</b>
	<b>Movement to/(from) Gen Reserve</b>	<b>(1,000)</b>	<b>(596)</b>			<b>(850)</b>		<b>(850)</b>	<b>(97)</b>	<b>(1,150)</b>		
<b>330</b>	<b><u>BMX Day/Screen On The Green</u></b>											
4240	Stationery & Consumables	200	79	0	-200	200	0	0	0	0	0	0
4245	Postage	0	3	0	-30	30	0	0	0	0	0	0
4325	Advertising	300	0	0	-300	300	0	0	0	0	0	0
4750	Event Organiser	3,500	3,300	0	-4,000	4,000	0	0	0	0	0	0
4755	Event Equipment Hire	0	838	0	-2,000	2,000	0	0	0	0	0	0
4760	Event Staffing	1,500	462	0	-1,000	1,000	0	0	0	0	0	0
	<b>Overhead Expenditure</b>	<b>5,500</b>	<b>4,681</b>	<b>0</b>	<b>-7,530</b>	<b>7,530</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
	<b>Movement to/(from) Gen Reserve</b>	<b>(5,500)</b>	<b>(4,681)</b>			<b>(7,530)</b>		<b>0</b>	<b>0</b>	<b>0</b>		
<b>340</b>	<b><u>Dog Show</u></b>											
1095	Other Income	0	375	0	0	0	0	0	0	0	0	0
	<b>Total Income</b>	<b>0</b>	<b>375</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
4240	Stationery & Consumables	200	114	0	-200	200	0	0	0	0	0	0
4325	Advertising	300	109	0	-200	200	0	0	0	0	0	0
4505	Tools & Equipment	0	37	0	0	0	0	0	0	0	0	0
4755	Event Equipment Hire	0	3,389	0	-4,000	4,000	0	0	0	0	0	0
4760	Event Staffing	0	204	0	-300	300	0	0	0	0	0	0

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		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
	<b>Overhead Expenditure</b>	500	3,853	0	-4,700	4,700	0	0	0	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	(500)	(3,478)			(4,700)		0	0	0		
<b>350</b>	<b><u>Community Sessions</u></b>											
4240	Stationery & Consumables	200	314	0	0	500	0	500	0	1,000	0	0
4315	Room Hire	0	83	0	0	200	0	200	0	200	0	0
4325	Advertising	300	0	0	0	100	0	100	0	100	0	0
	<b>Overhead Expenditure</b>	500	397	0	0	800	0	800	0	1,300	0	0
	<b>Movement to/(from) Gen Reserve</b>	(500)	(397)			(800)		(800)	0	(1,300)		
<b>360</b>	<b><u>Mayflower/Mayflower Way</u></b>											
1095	Other Income	0	7,200	0	0	0	0	0	0	0	0	0
	<b>Total Income</b>	0	7,200	0	0	0	0	0	0	0	0	0
4200	Electricity	0	61	0	0	0	0	0	0	0	0	0
4365	Legal Fees	0	2,681	0	0	3,000	0	3,000	634	3,000	0	0
4665	Contractor-General	0	0	0	0	0	0	0	730	5,500	0	0
4675	Contractor-Trees & Hedges	0	550	0	0	1,000	0	1,000	0	0	0	0
4775	Improvements	0	0	0	0	0	0	0	0	22,000	0	0
	<b>Overhead Expenditure</b>	0	3,292	0	0	4,000	0	4,000	1,364	30,500	0	0
	<b>Movement to/(from) Gen Reserve</b>	0	3,908			(4,000)		(4,000)	(1,364)	(30,500)		
<b>370</b>	<b><u>Parish Assembly</u></b>											
4240	Stationery & Consumables	0	0	0	0	300	0	300	0	300	0	0

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		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4315	Room Hire	0	0	0	0	100	0	100	0	100	0	0
	<b>Overhead Expenditure</b>	0	0	0	0	400	0	400	0	400	0	0
	<b>Movement to/(from) Gen Reserve</b>	0	0			(400)		(400)	0	(400)		
<b>380</b>	<b><u>Volunteers</u></b>											
4240	Stationery & Consumables	0	0	0	0	0	0	0	0	300	0	0
	<b>Overhead Expenditure</b>	0	0	0	0	0	0	0	0	300	0	0
	<b>Movement to/(from) Gen Reserve</b>	0	0			0		0	0	(300)		
<b>390</b>	<b><u>BMX Track</u></b>											
4610	Maintenance	0	0	0	0	0	0	0	0	1,500	0	0
	<b>Overhead Expenditure</b>	0	0	0	0	0	0	0	0	1,500	0	0
	<b>Movement to/(from) Gen Reserve</b>	0	0			0		0	0	(1,500)		
<b>500</b>	<b><u>Allotments</u></b>											
1000	Rent Received	900	900	0	0	900	0	900	0	900	0	0
	<b>Total Income</b>	900	900	0	0	900	0	900	0	900	0	0
4800	Rent Paid	825	1,650	0	0	825	0	825	0	825	0	0
	<b>Overhead Expenditure</b>	825	1,650	0	0	825	0	825	0	825	0	0
	<b>Movement to/(from) Gen Reserve</b>	75	(750)			75		75	0	75		
<b>600</b>	<b><u>Chandlers Redevelopment</u></b>											

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		<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
		Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
4365	Legal Fees	0	500	0	-8,500	12,000	0	3,500	3,095	0	0	0
	<b>Overhead Expenditure</b>	0	500	0	-8,500	12,000	0	3,500	3,095	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	0	(500)			(12,000)		(3,500)	(3,095)	0		
<b>650</b>	<b><u>Corner House Flat</u></b>											
1000	Rent Received	0	7,317	0	0	8,000	0	8,000	5,592	8,000	0	0
	<b>Total Income</b>	0	7,317	0	0	8,000	0	8,000	5,592	8,000	0	0
4240	Stationery & Consumables	0	16	0	0	0	0	0	0	0	0	0
4360	Professional Expenses	0	770	0	0	0	0	0	0	0	0	0
4380	Loan Charges	0	8,142	0	0	8,142	0	8,142	4,071	8,142	0	0
4530	Buildings - Routine Maint.	0	363	0	0	1,000	0	1,000	0	1,000	0	0
4610	Maintenance	0	283	0	0	0	0	0	77	0	0	0
	<b>Overhead Expenditure</b>	0	9,573	0	0	9,142	0	9,142	4,148	9,142	0	0
	<b>Movement to/(from) Gen Reserve</b>	0	(2,256)			(1,142)		(1,142)	1,444	(1,142)		
<b>660</b>	<b><u>Cow Lane - Operation Watershed</u></b>											
1100	Grants Received	0	0	0	0	0	0	0	55,444	0	0	0
	<b>Total Income</b>	0	0	0	0	0	0	0	55,444	0	0	0
6001	less Transfer to EMR	0	0	0	0	0	0	0	55,444	0	0	0
	<b>Movement to/(from) Gen Reserve</b>	0	0			0		0	0	0		
<b>900</b>	<b><u>Investment Expenditure</u></b>											
9000	CCLA Property Fund Top up	0	80,000	0	0	0	0	0	0	0	0	0

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	<u>Last Year</u>		<u>Current Year</u>						<u>Next Year</u>		
	Budget	Actual	Brought Forward	Net Virement	Agreed	EMR	Total	Actual YTD	Agreed	EMR	Carried Forward
<b>Overhead Expenditure</b>	0	80,000	0	0	0	0	0	0	0	0	0
<b>Movement to/(from) Gen Reserve</b>	0	(80,000)			0		0	0	0		
<b>Total Budget Income</b>	377,280	401,526	0	0	402,180	0	402,180	453,149	405,900	0	0
<b>Expenditure</b>	369,455	420,029	0	0	426,845	0	426,845	301,968	405,900	0	0
<b>Net Income over Expenditure</b>	7,825	-18,503	0	0	-24,665	0	-24,665	151,181	0	0	0
plus Transfer from EMR	0	10,285	0	0	0	0	0	55,444	0	0	0
less Transfer to EMR	0	11,160	0	0	0	0	0	55,444	0	0	0
<b>Movement to/(from) Gen Reserve</b>	7,825	(19,378)			(24,665)		(24,665)	151,181	0		

## FOR INFORMATION

### Consideration of Parish Office relocation

Moving office could have a transformational effect for the Parish Council. Whether it provides a fully flexible efficient office space, and/or allows different areas for different meeting types, creating the opportunity for new and exciting projects and partnerships. It is a major project that needs careful consideration and planning, as the implication to the Parish Council of the decisions made now will have an impact for many years to come.

We need to set a criteria, to establish what our needs and priorities are in the short and long term. The most important thing to agree is why a new office? A relocation should focus on improving the capacity of the Parish Council, and provide increased benefits to residents.

### Current position

- We own the Parish Office at the Corner House outright
- We own the 2 bedroom flat that is let out above the office, and have a loan that is covered by the rent.
- We rent workshop and storage space for Grounds Staff, in the south of the parish remote from the office.

***West Sussex County Council are currently looking at how the building that houses the library could be better used for the community, and early discussions have been had to this end. The Parish could utilise this building for office space, community meeting space as well as housing the library, thus securing it for years to come.***

### Next Steps

Options Paper to be produced and brought to Full Council to include;

- Stay put
- Possible locations with pros and cons
- Budget implications

Decision to be made by end of March of a potential direction