



Bishop's Waltham Parish Council
A Meeting of the Finance, Policy and Resources Committee
will be held in the Ruby Room of The Jubilee Hall, Bishop's Waltham
on Tuesday 6th May 2025 at 7pm

The meeting will be open to the public unless the Committee directs otherwise.

Agenda

All papers/reports are available from the Council offices (except where classified as confidential).

1. To receive and accept apologies for non-attendance.
2. To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda.
3. To receive and accept any personal, pecuniary and non-pecuniary interests relating to items on this agenda.
4. Public Session - *for information only*
5. To approve the minutes of the meeting of 1st April 2025
6. Actions arising from the minutes of the meeting of 1st April 2025 - *for information only*
7. Report from Finance Manager - *for information only*
8. Finance matters:
 - i) Payments Schedule – *to approve payments.*
 - ii) Bank Account Reconciliations Month 12 – *to note the review by the Chairman*
 - iii) Parish Council Balance Sheet – *to note current position*
 - iv) Income and Expenditure Forecast - *to note current position*
 - v) Ear Marked Reserves – *to note current position*
9. Capital Control Report - *for information only*
10. Annual Investment Report 2024-25 & Reinvestments of Funds – *for consideration*
11. Policy Review – Update – *for consideration*
12. Bishop's Waltham Cricket Club – Lease Conditions regarding Storage – *for consideration*
13. Friends of Bishop's Waltham Junior School Fireworks Event (Hoe Road Recreation ground on Saturday 8th November 2025) Draft Licence and Fee – *for approval*
14. Actual Cost of Dual-Use Bins on Parish Council Land – Paper from Halls and Grounds Committee – *for ratification*
15. Operational Spend on Clock Flower Bed Repairs and a Dual Waste Bin at Colville Drive footpath – Paper from Planning and Highways Committee – *for ratification*
16. Requests for future agenda items - *for information only*
17. Date of next meeting – 3rd June 2025
18. Motion for confidential business: **The following motion will be moved on the completion of the above business: That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw in accordance with the provisions of the Public Bodies (Admissions to Meetings) Act 1960.**



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- 19. Debtors' List - *for consideration*
- 20. Well House – Update - *for consideration*
- 21. Meon Valley Bowls Club Lease – Draft and Update – *for consideration*
- 22. Land Transfers – Update – *for consideration*
- 23. Quotations for Priory Park Football Pitches Drainage Works – *for ratification*
- 24. Staffing Matters – *for consideration*

E McKenzie

Clerk to the Committee
29th April 2025



Bishop's Waltham Parish Council
Minutes of the Meeting of the Parish Council Finance, Policy and Resources
Committee held in the Ruby Room of the Jubilee Hall, Bishop's Waltham
on Tuesday 1st April 2025 at 7pm.

Present:

Cllr Homer	
Cllr Jones	Chairman of the Committee
Cllr Marsh	
Cllr Pavey	Vice Chairman of the Committee
Cllr Stallard	

In Attendance:

Mrs H Fisher	Finance Manager
Mrs E McKenzie	Executive Officer

Members of the Public: 0

FPR246/24 To receive and accept apologies for non-attendance

Cllr Nicholson – family commitment

Cllr Williams – work commitment

Resolved: To accept apologies for non-attendance

Proposed: Cllr Stallard

Seconded: Cllr Nicholson

All in favour

FPR247/24 To receive and accept declarations of disclosable pecuniary interests relating to items on this agenda
None.

FPR248/24 To receive and accept any personal, pecuniary and non-pecuniary interests relating to items on this agenda
None.

FPR249/24 Public Session
No members of the public present.

FPR250/24 To approve the minutes from the meeting of the Finance, Policy and Resources Committee – 4th March 2025
Resolved: to approve minutes of the Finance, Policy and Resources Committee – 4th March 2025
Proposed: Cllr Marsh
Seconded: Cllr Stallard
All in favour who were at the meeting of 4th March 2025

FPR251/24 Actions arising from the meeting of the Finance, Policy and Resources Committee – 4th March 2025
The Executive Officer provided updates on actions in progress.

FPR252/24 Report from Finance Manager
Noted. It was positively acknowledged that the \$106 funds for the Southern Pathway had been finally received from Winchester City Council after 18 months of awaiting such. Thanks were given to Cllr Williams for intervening to successfully progress the funding release.
The Finance Manager and Executive Officer were reviewing Financial Regulations to seek a more efficient approach to the financial checks implemented through Council.

FPR253/24 Finance matters:
i) Payments Schedule
Resolved: to approve the payments tabled to a total amount of £79,055.45.

Proposed: Cllr Pavey
Seconded: Cllr Marsh
All in favour

ii) Bank Account Reconciliation Month 11

Resolved: to note the review of the Bank Account Reconciliations Month 11 by the Chairman.

Proposed: Cllr Marsh
Seconded: Cllr Pavey
All in favour

iii) Parish Council Balance Sheet

It was noted that the tractor and toppler were due for purchase and this was to be progressed by the Halls and Grounds Committee.

Resolved: to note the Parish Council Balance Sheet

Proposed: Cllr Stallard
Seconded: Cllr Homer
All in favour

iv) Income and Expenditure Forecast

Resolved: to note the Income and Expenditure Forecast

Proposed: Cllr Stallard
Seconded: Cllr Marsh
All in favour

v) Ear Marked Reserves

Noted.

FPR254/24

Capital Control Report
Noted.

FPR255/24

Policy Review Update

Cllr Jones, Cllr Pavey and Cllr Stallard provided updates on the progress of the HR policies review currently being undertaken. A working group meeting was scheduled for 10.4.25.

FPR256/24

Draft Safeguarding Policy

The draft policy tabled was given careful consideration. The benefit of DBS checks was discussed and an action created to investigate costs for such.

Resolved: to adopt the draft Safeguarding Policy tabled with minor amends, to circulate policy to all staff and Councillors and to ensure actions followed by review in 6 months' time

Proposed: Cllr Homer
Seconded: Cllr Stallard
All in favour

ACTION: To investigate costs and requirements for DBS checks

ACTION: Executive Officer

FPR257/24

Cyber Security – Paper from Cllr Stallard

The paper was presented by Cllr Stallard and duly considered.

Resolved: To appoint a working group of Cllr Stallard, Executive Officer, Finance Manager and any other interested BW Parish Councillor, to recommend cyber security actions to Committee

Proposed: Cllr Jones
Seconded: Cllr Marsh
All in favour

ACTION: Working Group

FPR258/24

Requests for future agenda items

Policies Update
Cyber Security Update
DBS quotations
Potential costs of taking on devolved services

- FPR259/24** **Date of next meeting – Tuesday 6th May 2025 - Noted.**
- FPR260/24** **Motion for confidential business:** The Chairman then moved:
That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the public and press be temporarily excluded, and they are instructed to withdraw in accordance with the provisions of the Public Bodies (Admissions to Meetings) Act 1960.
- FPR261/24** **Debtors' List** - Noted as all in hand.
The Finance Manager explained that all but one debtor had settled their accounts to 1.4.25.
- FPR262/24** **Well House**
An update was provided highlighting progression in the project.
- FPR263/24** **Quotations for Military Band for VE Day 80 Event**
The recommendation from the Community and Environment Committee was considered favourably for community benefit.
Resolved: To recommend to Full Council the services of the DDRK Oompah Band at a cost of £1,100.00 for the Parish Council's VE day 80 event on 8.5.25
Chairman's Proposal
All in favour. **ACTION: Executive Officer**
- FPR264/24** **Bishop's Waltham Rotary Family Fun Day Draft Licence and Fee**
The recommendation from the Halls and Grounds Committee was duly presented.
Resolved: To approve the draft licence agreement for the usage of Hoe Road Recreation Ground for Bishop's Waltham Rotary Family Fun Day on Saturday 14th June 2025 at a licence fee of £583.20, including VAT.
Chairman's Proposal
All in favour. **ACTION: Committees Officer**
- FPR265/24** **Dynamos Football Tournament Draft Licence and Fee**
The recommendation from the Halls and Grounds Committee was considered.
Resolved: To approve the draft licence agreement for the usage of the Priory Park Football Pitches and Clubhouse by Dynamos Football Club for their Football Tournament even being held on Saturday 24th and Sunday 25th May 2025 at a licence fee of £587.03, including VAT.
Chairman's Proposal
All in favour. **ACTION: Committees Officer**
- FPR266/24** **Memorial Bench List – Update to Policy Appendix**
Resolved: To approve the adoption of the tabled additions to the Parish Council's Memorial Tree and Bench Policy.
Chairman's Proposal.
All in favour.
ACTION: To update Policy accordingly and upload to website **ACTION: Executive Officer**
- FPR267/24** **Proposal for Half day Halls Hire Rate**
The recommendation from the Halls and Grounds Committee was carefully considered.
Resolved: To approve the introduction of a Half Day Hire rate (8 hours of hire) for the Jubilee Hall (Gold Room, Ruby Room and Kitchen) at a price of £217.50, including VAT, and Priory Park Clubhouse (Main Hall and Kitchen) at a price of £150.00, including VAT.
Chairman's Proposal
All in favour.
ACTION: To update website and advertise via social media/news article
ACTION: Marketing, Communications and Events Manager
- FPR268/24** **Quotations for Trade and Recycling Waste Services at the Jubilee Hall and Priory Park**
The Committee duly noted the paper presented. The Finance Manager was thanked for her keen financial scrutiny in managing this matter.

Resolved: To ratify the appointment of Veolia UK Ltd to provide trade and recycling waste services at the Jubilee Hall and Priory Park Clubhouse, at an annual cost of £1,282.20, excluding VAT.
Chairman's Proposal
All in favour

FPR269/24 **Purchase of Replacement Flow Plate Cartridges for Hoe Road Recreation Ground**
 An update was provided on this purchase as the originally selected provider no longer supplied the item so an alternative was sought, agreed and the delivery fee waived.
Resolved: To ratify the purchase of 55 cartridges for the directional ramps at Hoe Road Recreation Ground from Flowplates Ltd at a cost of £1,925.00, excluding VAT.
Chairman's Proposal
All in favour, 1 abstention

FPR270/24 **Southern Pathway Remedial Works Quotations**
 It was clarified that this agenda item related to a section of pathway which was not the Southern Pathway Project but that of a new pathway linking the Priory Park overflow car park to the Skate Zone.
Resolved: To recommend to Full Council that Infinity Playgrounds Ltd be appointed to install two areas of permeable surfacing at the pathway leading from the Priory Park overflow car park to the Skate Zone at a cost of £7,126.09, excluding VAT, to be taken from CIL Funding.
Proposed: Cllr Jones
Seconded: Cllr Pavey
All in favour **ACTION:** Executive Officer
ACTION: Ensure contractor joins the Approved Contractors' List **ACTION:** Estates Manager

FPR271/24 **Quotations for Churchill Avenue Play Area Replacement Gates**
 This was noted as an unbudgeted request for spending and the Committee would be encouraged to think carefully about planning ahead in September budget setting time for maintenance items.
Resolved: To recommend to Full Council that Infinity Playgrounds Ltd be appointed to supply and install three replacement gates at the Churchill Avenue play area at a cost of £6,725.00, excluding VAT, to be taken from CIL Funding.
Proposed: Cllr Jones
Seconded: Cllr Marsh
All in favour **ACTION:** Executive Officer

FPR272/24 **Quotations for Fencing at Albany Road Allotments**
 The quotations and project aim were carefully considered. The contractors would be required to join our approved contractors list. A discount was requested to be applied for.
Resolved: To recommend to Full Council that D Mooney Fencing Ltd be appointed to supply and install the fencing as tabled at the lower section of the Albany Road allotments at a cost of £3,800.00, excluding VAT, with the gates to be purchased by the Parish Council from First Fence Ltd at a cost of £2,487.15
Proposed: Cllr Jones
Seconded: Cllr Stallard
All in favour **ACTION:** Executive Officer
ACTION: Check for option for discount **ACTION:** Estates Manager
ACTION: Ensure contractor joins the Approved Contractors' List **ACTION:** Estates Manager

FPR273/24 **Quotations for Change of Payment Processor for Jubilee Hall Car Park Ticket Machines**
Resolved: (for approval at Full Council)
 i) To approve the action to give the required 3 month notice to Network Merchants (NMI) of the termination of the contract for the processing of card payment transactions for the Jubilee Hall car park
 ii) To update the two Jubilee Hall car park ticket machines to hardware that will support the migration to Windcave for the processing of car payment transactions at a cost of £800, excluding VAT, (with ongoing associated fees of 14p per transaction processed).
Proposed: Cllr Pavey
Seconded: Cllr Marsh

All in favour

ACTION: Executive Officer

FPR274/24

Montague Road Land Lease - Update

A query was raised on the specific mapping for this agenda item so the matter was deferred to the next meeting in order for this to be clarified.

FPR275/24

Meon Valley Bowls Club Lease – Draft and Update

Resolved: To approve the draft lease tabled and await a response from the MVBC before progressing it.

Proposed: Cllr Jones

Seconded: Cllr Pavey

All in favour

FPR276/24

i)

Staffing Matters

Salaries Review 2025/26

Resolved: To refer to Full Council for approval the salaries review as tabled, with minor amendments, and increases to national insurance contributions and pensions acknowledged, for implementation from 1st April 2025.

Proposed: Cllr Jones

Seconded: Cllr Marsh

All in favour

ACTION: Executive Officer

ii)

Appraisals 2025

Resolved: To adopt the updated Appraisal Policy as tabled, with minor amendments.

Proposed: Cllr Williams

Seconded: Cllr Marsh

All in favour

ACTION: To circulate updated policy to all staff

ACTION: Executive Officer

iii)

Consultancy for HR Policies Review

It was agreed that a professional HR consultant should review the key HR policies and Employment Contract once the working group had completed the initial review and update of such. The budget line set for such was noted.

Resolved: To appoint Kate Underwood HR Services for review of HR policies and Employment Contract at an initial cost of £440, excluding VAT.

Proposed: Cllr Jones

Seconded: Cllr Stallard

All in favour

There being no further business the meeting ended at 9:18pm.

Bishops Waltham Parish Council
Finance, Policy and Resources Committee
Actions Arising from the Committee Meeting 1.4.25

Minute Number	Subject	Action	Date for completion	Action by	Notes
FPR218/22	Standing Orders Review	To clarify process of declaring interests and dispensations	May-23	EO	Awaiting new council year to ensure clear for all.
FPR256/22	Leases update	To check leases for third party claim guidance	Jul-23	EO/FM	
FPR240/23	Asset Register Review	To submit summary report	01/05/2024 - Closed as out of time	EJ/RS	Next review undertaken in March 2025.
FPR241/23, FPR13/24	Cyber Security	i) To draft action plan to send to IT team ii) To draft Risk Assessment for FP&R	i) June 24 ii) Aug 24 Closed as new action on this topic opened.	RS / FM	Drafted May 24. New actions created to close this item.
FPR249/23, FPR62/24, FPR275/24	Bowls Club Lease	To monitor Bowls Club lease renewal	Jun-24	WG/AO/EO	Draft lease to be considered by FP&R. Agenda item August 24. Correspondence to progress Jan 25. In progress. Agenda item April and May 25.
FPR267/23, FPR255/24	Two New Policies	To draft new policies on menopause and flexible working	01/07/2024 - closed as new action on this topic opened.	WG (KJ/RS) /EO	Meeting due. In progress under Policies Review.
FPR275/23	OH Assessments	To organise OH Assessments	Jul-24	EO	In progress. One completed and referred to SSC.
FPR16/24	Bodycam Procedure	Update	Aug-24	EO	
FPR91/24	Land Acquisition	To continue with WG actions	Nov-24	WG	No actions at present - with WCC
FPR184/24	Morley Drive Land	To refer to PC - valuations To write letter to residents	Feb-25	EO	PC14.1.25
FPR212/24	Land Transfers - Bishop's Meadow	To progress next steps	Jul-25	KJ/JW	Agenda item 6.5.25
FPR212/24	Land Transfers - Albany Wood	To monitor remedial works by CH as under action by WCC	Jul-25	FP&R	Active Monitoring. Solicitors in contact April/May 2025.
FPR232/24	Policies Review (HR)	To set next WG meeting	Mar-25	KJ/MP/RS	
FPR256/24	Safeguarding Policy	To circulate policy	May-25	EO	
FPR256/24	Safeguarding	Investigate costs for DBC checks	May-25	EO	
FPR263/24	Bond for VE 80 Day	Refer to PC for approval	Complete	EO	
FPR264/24	Rotary Licence	To progress signing and bond	May-25	CO	Referred to H&G
FPR265/24	Dynamos Licence	To progress signing and bond	May-25	CO	Referred to H&G
FPR266/24	Memorial Bench Policy	To update policy for website	May-25	EO	
FPR267/24	Half Day Ha's Hire Rate	To update website and advertise	May-25	MCEM	Referred to CO and MCEM
FPR270/24	Pathway Works	Refer to PC for approval	Complete	EO	
FPR271/24	Churchill Ave Gates	Refer to PC for approval	Complete	EO	
FPR272/24	Allotment Fencing	i) Refer to PC for approval ii) Option for discount iii) Contractor to register for AC list	i) Complete ii) April 25 iii) April 25	i) EO ii) EM / FM iii) EM	Referred to H&G - EM & CO
FPR273/24	Car Park Ticket Machine Processor	Refer to PC for approval	Complete	EO	
FPR276/24	Staffing Matters i)	Refer to PC for approval	Complete	EO	



Bishop's Waltham Parish Council

Finance, Policy & Resources Committee

6.5.25

Agenda Item 7 – Report from Finance Manager - *for information only*

Ongoing work on the Annual Governance and Accountability Return.

Finance Manager 29.04.25



Bishop's Waltham Parish Council

Finance, Policy & Resources Committee

6.5.25

Agenda Item 8 – Finance Matters – *for consideration*

Finance matters:

- i. Payments Schedule – *to approve payments*
- ii. Bank Account Reconciliations Month 12 – *to note the review by the Chairman*
- iii. Parish Council Balance Sheet – *to note current position*
- iv. Income and Expenditure Forecast – *to note current position*
- v. Ear Marked Reserves - *to note current position*

Finance Manager 29.4.25

i) Payments Schedule

– *to approve payments*

Payments For Authorisation

Supplier A/c Name	Invoice Date	Due Date	Invoice Number	Net Value	VAT	Invoice Total	A/C	Centre	Analysis Description	Posted	Approved	Pay By?	Paid	Comments
1stKLAS	28/03/2025	18/04/2025	INV-22268	£180.00	£36.00	£216.00	4282	260	JH Cleaning 23/03-28/03/25	Yes		BT	17.04.25	
1stKLAS	31/03/2025	21/04/2025	INV-22281	£288.00	£57.60	£345.60	4282	250	PP Cleaning Mar 25	Yes		BT	17.04.25	
1stKLAS	11/04/2025	02/05/2025	INV22356	£36.00	£7.20	£43.20	4282	260	JH Cleaning 11/04/25	Yes		BT		
ACELIFT	16/04/2025	02/05/2025	194109	£486.00	£97.20	£583.20	4274	280	GS Skip Exchange Apr 25	Yes		BT	30.04.25	Credit Note
AMAZON	03/04/2025		CAVN47C	£277.69	£55.55	£333.24	4332	260	Fireproof Bag	Yes		BT		Credit Note
AMAZON	03/04/2025		143942591	£19.40	£3.90	£23.30	4332	Various	Fire Blankets	Yes		BT		
AMAZON	06/04/2025		1735359609	£16.29	£3.27	£19.56	4332	Various	Fire Blankets	Yes		BT		
AMAZON	06/04/2025		A4VN471	£32.32	£6.47	£38.79	4332	260	Fireproof Bag	Yes		BT		
AMAZON	03/04/2025		TDJAEUI	£23.34	£4.68	£28.02	4309	230	Office Food W Caddy & Kneeling Pad	Yes		BT		
AMAZON	03/04/2025		R7SW3EHI	£15.79	£3.16	£18.95	4309	230	JH Kitchen Food Waste Caddy	Yes		BT		
APM	31/03/2025	30/04/2025	525948	£116.90	£23.38	£140.28	4310	200	Tools/Minor Items	Yes		BT	30.04.25	Credit Note
APM	01/04/2025	30/04/2025	233100	£60.00	£12.00	£72.00	4310	200	Tools/Minor Items	Yes		BT		
ARCO	28/03/2025	30/04/2025	949744103	£11.38	£2.28	£13.66	4309	200	Refuse Sacks & Nitrile Gloves	Yes		BT	30.04.25	
B&QTRADE	08/04/2025	31/05/2025	2003427606	£43.34	£8.66	£52.00	4312	200	8 x Steel Snake & Wire Fencing Roll	Yes		BT		
BOBSJOBS	02/04/2025	02/04/2025	8130/2024/25	£496.91	£0.00	£496.91	4329	200	Repair JH Bin Gates	Yes		BT	04.04.25	
BOBSJOBS	08/04/2025	08/04/2025	8144/2024/25	£349.50	£0.00	£349.50	4338	240	HR Washroom work & adjust doors	Yes		BT	11.04.25	
BUSINESS STREAM	17/04/2025	02/05/2025	2703708/7689280	£126.32	£0.00	£126.32	4345	250	PP Water 16/01-15/04/25	Yes		DD		
CROSSLEY	04/04/2025	04/04/2025	1282764	£6.69	£0.00	£6.69	4310	200	Cooker knobs	Yes		BT	11.04.25	
DIGI TOOLBOX	10/04/2025	24/04/2025	7897149	£1,036.34	£207.26	£1,243.60	4044	100	IT/Telecoms Support/Service	Yes		DD	22.04.25	
DVLA	30/04/2025		BT65 JRX 25-26	£335.00	£0.00	£335.00	4306	200	12 months Vehicle Tax	Yes		DD		
EDF	17/04/2025	01/05/2025	23097461	£992.36	£198.47	£1,190.83	4344	260	JH Gas 01/03-31/03/25	Yes		DD		
ENGIE GAS LTD	08/04/2025	22/04/2025	1-01633996	£175.37	£8.77	£184.14	4344	250	PP Gas 01/03-31/03/25	Yes		DD	22.04.25	
FLOWPLATES	23/04/2025	23/04/2025	N9455	£52.00	£10.40	£62.40	4313	200	HR Flow Plates Sign	Yes		BT	25.04.25	
FORWARD	01/04/2025	30/04/2025	9227	£40.00	£8.00	£48.00	4332	260	JH Security Apr 25	Yes		BT	30.04.25	
FORWARD	16/04/2025	30/04/2025	9248	£73.00	£14.60	£87.60	4332	240	HR Security Apr 25	Yes		BT	30.04.25	
FORWARD	16/04/2025	30/04/2025	9247	£40.00	£8.00	£48.00	4332	250	PP Security Apr 25	Yes		BT	30.04.25	
FUELGEMIE	01/04/2025	15/04/2025	11552254	£461.68	£92.32	£554.00	Various	200	Fuel Card charges Mar 25	Yes		DD	16.04.25	
HALC	22/04/2025	22/05/2025	INV-7348	£1,558.00	£0.00	£1,558.00	4046	105	HALC Affiliation Fees 25/26	Yes		BT		
HANTS CC	22/04/2025	22/04/2025	30614129777	£230.50	£0.00	£230.50	4342	400	Cultivation Licence	Yes		BT		
HEARDWI	07/04/2025	14/04/2025	INV-76926	£282.19	£56.44	£338.63	4306	200	YG11 HKF Rear Lamp Unit	Yes		BT	25.04.25	
HUMPHRY	17/04/2025	24/04/2025	INV-77055	£757.81	£54.85	£812.66	4306	200	B65 JRX Service & MOT	Yes		BT	25.04.25	
INFINITY	25/04/2025	25/04/2025	4937	£42.00	£8.40	£50.40	4273	100	Payroll Services - Apr 2025	Yes		SO		
Inter Account Transfer	27/03/2025	10/04/2025	INV-01432	£2,587.00	£517.40	£3,104.40	Various	Various	Agriflex to SP & Muga Markings	Yes		BT	10.04.25	
Inter Account Transfer	11/04/2025		20496238	£313,218.50	£0.00	£313,218.50	N/A	N/A	Precept 1 2025/26	Yes		IAT	11.04.25	
JTTS	17/04/2025	17/04/2025	INV-1411	£212.58	£0.00	£212.58	4270	220	PP Monterey Pine Removal	Yes		BT	25.04.25	
MAPMATIC	24/04/2025	24/05/2025	INV-9164	£750.00	£150.00	£900.00	4414	299	PP Topographical Survey	Yes		BT		EMR 350
MCDONALD	09/04/2025	07/05/2025	54321	£660.00	£132.00	£792.00	4100	105	Employment Law Advice to 09/04/25	Yes		BT		
METRIC GROUP LTD	02/04/2025	02/05/2025	C75567	£212.58	£42.52	£255.10	4325	261	JHCP PM Maint 16/04-15/07/25	Yes		BT	25.04.25	
MJR	14/04/2025	14/04/2025	UNVBWPC14042025	£480.00	£0.00	£480.00	4329	290	HR Bow top fences	Yes		BT	25.04.25	
MOLECOUNT	05/03/2025	25/04/2025	IN208617083	£17.00	£3.40	£20.40	4312	200	Post Mix	Yes		BT	25.04.25	
MOLECOUNT	04/03/2025	25/04/2025	IN208609793	£45.20	£9.04	£54.24	4312	200	Post Mix & Shield Stake	Yes		BT	25.04.25	
NETWORK MERCHANTS	31/03/2025	30/04/2025	INV101220	£156.00	£31.20	£187.20	4150	261	JHCP Card Charges Mar 25	Yes		BT		
NOTICEBOARD	07/04/2025	07/04/2025	22873	£1,208.00	£241.60	£1,449.60	4364	299	2 x Lecturns - Southern Footpath	Yes		DD		
OCTOPUS ENERGY	07/04/2025		K1-0468AD42-007	£62.89	£3.15	£66.04	Various	270	WH Gas & Electric 03/03-31/03/25	Yes		N/A	11.04.25	EMR 373 PROFORMA
ORIGIN AMENITY SOLUT	15/04/2025	31/05/2025	OAS0146650	£79.50	£15.90	£95.40	4319	200	Impact Nozzle (Amber)	Yes		BT	07.04.25	In credit by £60.89
PAYROLL	30/04/2025	30/04/2025	N/A	£25,454.00	£0.00	£25,454.00	N/A	515	Basic Salary Payments - Apr 25	Yes		BT	30.04.25	
PAYROLL	30/04/2025	30/04/2025	N/A	£3,159.72	£0.00	£3,159.72	N/A	516	Co. NIC Payments - Apr 25	Yes		BT	30.04.25	
PAYROLL	30/04/2025	30/04/2025	N/A	£1,031.90	£0.00	£1,031.90	N/A	517	Overtime Payments - Apr 25	Yes		BT	30.04.25	
PAYROLL	30/04/2025	30/04/2025	N/A	£5,077.81	£0.00	£5,077.81	N/A	520	Co. Pension Payments - Apr 25	Yes		BT	30.04.25	
RBSRIALTAS	01/04/2025	01/05/2025	SM31092	£1,294.00	£258.80	£1,552.80	4047	100	Omega Licence/Support/Maint	Yes		BT	01.05.25	
RBSRIALTAS	01/04/2025	01/05/2025	SM31091	£472.00	£94.40	£566.40	4047	100	Bookings software and support	Yes		BT	01.05.25	
RBSRIALTAS	01/04/2025	01/05/2025	SM31093	£116.00	£23.20	£139.20	4047	100	MTD Subscription	Yes		BT	01.05.25	
REGAL ENV	28/03/2025	27/04/2025	INV-8003	£320.00	£64.00	£384.00	4337	260	JH Repair Heating Controls	Yes		BT	25.04.25	
REGAL ENV	23/04/2025	23/05/2025	INV-8045	£375.00	£75.00	£450.00	4279	260	JH Legionella Plumbing Works	Yes		BT		
RICOH	31/03/2025	30/04/2025	102651574	£125.66	£25.13	£150.79	4030	100	Photocopier contract 01/03-31/05/25	Yes		BT	30.04.25	
ROYAL MAIL	28/03/2025	07/04/2025	9077808569	£19.11	£3.81	£22.92	4200	310	AMP Invite Delivery	Yes		BT	11.04.25	
SAINSBURY	26/03/2025	26/03/2025	1145552029	£166.77	£31.66	£198.43	4200	310	Refreshments for AMP	Yes		BT		
SCOTT DJ	03/04/2025	17/04/2025	51538	£671.12	£134.22	£805.34	4305	200	Husvarna R420 Service	Yes		BT	25.04.25	

SCOTT DJ	03/04/2025	17/04/2025	51557		£51.84	£12.37	£74.21	4305	200 EGO WHSC2002E New Drive Shaft	Yes		BT	25.04.25	
SCOTT DJ	07/04/2025	21/04/2025	51614		£400.00	£80.00	£480.00	4350	299 EGO HTS500E Hedge Trm & Battery	Yes		BT	25.04.25	
SCOTT DJ	08/04/2025	22/04/2025	51672		£141.26	£28.25	£169.51	4305	200 Blade Set	Yes		BT	25.04.25	
SCOTT DJ	01/04/2025	15/04/2025	51491		£578.41	£115.69	£694.10	4305	200 Toro P Procore 648 New Steering Stop	Yes		BT	25.04.25	
SCREWFIX	07/04/2025	21/04/2025	51634		£45.71	£9.14	£54.85	4305	200 Power Blend Oil & Spring	Yes		BT	25.04.25	
SCREWFIX	03/04/2025	31/05/2025	2003315703		£0.30	£0.06	£0.36	4310	230 PTFE Tape	Yes		BT		
SCREWFIX	25/04/2025	31/05/2025	2003823850		£3.32	£0.67	£3.99	4310	230 Disposable Valved Mask	Yes		BT		
SSE ENERGY SOLUTIONS	07/04/2025	21/04/2025	IV02721823		£207.88	£10.39	£218.27	4343	275 CH Electric 01/03-31/03/25	Yes		BT	25.04.25	8700614653
SSE ENERGY SOLUTIONS	09/04/2025	23/04/2025	IV02730215		£129.71	£6.49	£136.20	4343	261 JHCP Electric 01/03-31/03/25	Yes		DD	23.04.25	
SSE ENERGY SOLUTIONS	12/04/2025	26/04/2025	IV02752211		£124.56	£6.23	£130.79	4344	275 CH Gas 01/11/24-31/03/25	Yes		BT	25.04.25	8700635160
UNITRUST	31/03/2025	30/04/2025	017		£6.00	£0.00	£6.00	4161	100 Service Charge - Mar 25		N/A			
VEOLIA 1	28/02/2025	30/03/2025	POR1573383		£10.00	£2.00	£12.00	4275	260 JH Food Waste 01/02-28/02/25	Yes		DD	28.03.25	
VIKING DIR	03/04/2025	03/05/2025	5665797		£64.88	£9.18	£74.06	Various	Various Bin Bags/JT Bags/Paper	Yes		BT		
WCC	07/04/2025	07/04/2025	WH APR 25		£337.30	£0.00	£337.30	4341	270 Business Rates			DD	07.04.25	
WCC	07/04/2025	07/04/2025	JHCP APR 25		£540.25	£0.00	£540.25	4341	261 Business Rates			DD	07.04.25	
WCC	07/04/2025	07/04/2025	HR APR 25		£70.03	£0.00	£70.03	4341	240 Business Rates			DD	07.04.25	
WCC	07/04/2025	07/04/2025	JH APR 25		£914.50	£0.00	£914.50	4341	260 Business Rates			DD	07.04.25	
WCC	07/04/2025	07/04/2025	PP APR 25		£258.90	£0.00	£258.90	4341	250 Business Rates			DD	07.04.25	
WILKINSON	03/04/2025	03/04/2025	CWEXPMAR25		£55.80	£0.00	£55.80	4007	100 Travel Expenses	Yes		BT	11.04.25	
ZORO	09/04/2025	09/04/2025	161897596		£74.97	£15.00	£89.97	4332	Various 3 x Silver Heat Resistance Gloves	Yes		BC		
Total							£63,084.24							

All invoices listed have been examined, verified and certified by the Finance Manager (RFO)

- ii) Bank Account Reconciliations Month 12
 - *to note the review by the Chairman.*

Date: 08/04/2025

Bishop's Waltham Parish Council

Page 1

Time: 11:40

Bank Reconciliation Statement as at 31/03/2025
for Cashbook 11 - Unity Current ****6238

User: HLF

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Current 20496238	31/03/2025		4,549.32
			<u>4,549.32</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			4,549.32
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			4,549.32
		Balance per Cash Book is :-	4,549.32
		Difference is :-	0.00

Signatory 1:

Name

NICHOLSON

Signed



Date

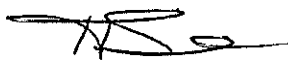
14/04/2025

Signatory 2:

Name

IL FISHER

Signed



Date

14/04/25

Date: 08/04/2025

Bishop's Waltham Parish Council

Page 1

Time: 11:41

User: HLF

Bank Reconciliation Statement as at 31/03/2025
for Cashbook 12 - Unity Savings ****6241

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Savings 20496241	31/03/2025		66,402.56
			<u>66,402.56</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			66,402.56
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			66,402.56
		Balance per Cash Book is :-	66,402.56
		Difference is :-	0.00

Signatory 1:

Name NICHOLSON Signed [Signature] Date 14/04/2025

Signatory 2:

Name H. FISHER Signed [Signature] Date 14/04/25

[Signature]

Date: 08/04/2025

Bishop's Waltham Parish Council

Page 1

Time: 11:42

Bank Reconciliation Statement as at 31/03/2025
for Cashbook 13 - Unity Savings ****6254

User: HLF

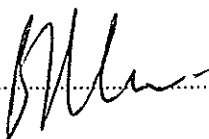
<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Savings 20496254	31/03/2025		200,157.38
			<u>200,157.38</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			200,157.38
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			200,157.38
		Balance per Cash Book is :-	200,157.38
		Difference is :-	0.00

Signatory 1:

Name

N. HOLTSON

Signed



Date

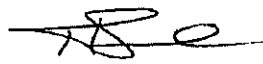
14/04/2025

Signatory 2:

Name

H. FISHER

Signed



Date

14/04/25

Bank Reconciliation Statement as at 31/03/2025
for Cashbook 10 - A&L 3m Fixed Term Deposit A/c

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
A&L 3 m fixed term deposit	31/03/2025		436,837.00
			<u>436,837.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			436,837.00
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			436,837.00
		Balance per Cash Book is :-	436,837.00
		Difference is :-	0.00

Signatory 1:

Name NICHOLSON Signed [Signature] Date 14/04/2025

Signatory 2:

Name H. FISHER Signed [Signature] Date 14/04/25

Date:08/04/2025

Bishop's Waltham Parish Council

Page 1

Time: 11:44

Bank Reconciliation Statement as at 31/03/2025
for Cashbook 9 - Barclaycard Commercial

User: HLF

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Barclaycard Commercial	31/03/2025		0.00
			<u>0.00</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			0.00
<u>Unpresented Recelpts (Plus)</u>			
		0.00	
			<u>0.00</u>
			0.00
		Balance per Cash Book is :-	0.00
		Difference is :-	0.00

Signatory 1:

Name

NICHOLSON

Signed



Date

14/04/2025

Signatory 2:

Name

H. FISHER

Signed



Date

14/04/25

iii) Parish Council Balance Sheet

– *to note current position.*

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
<u>Current Assets</u>		
100	Debtors	(840)
105	VAT Control Account	7,378
110	Prepayments	9,153
219	A&L 3m Fixed Term Deposit A/c	436,837
221	Unity Current 20496238	4,549
222	Unity Savings 20496241	66,403
223	Unity Savings 20496254	200,157
Total Current Assets		723,638
<u>Current Liabilities</u>		
500	Creditors	12,883
510	Accruals	19,083
560	Receipts in Advance	3,701
565	Holding Deposits	3,275
Total Current Liabilities		38,943
Net Current Assets		684,695
Total Assets less Current Liabilities		684,695

Represented by :-

300	Current Year Fund	(92,670)
310	General Reserves	328,026
317	Allotment Fencing	10,000
318	Coronation Hall Renovations	10,000
320	Replace Pickup Truck - CIL	15,000
325	Play Area Equip Maint - CYF	9,112
330	Replace Tractor - CYF	33,500
336	EV Chargers	11,000
340	Replace Topper / Mower - CYF	23,500
341	Replace IT Equipment	3,078
345	Election Expenses - CYF	2,500
350	Bldings Replace / Refurb - CYF	83,588
354	Fencing Replacement - CYF	2,000
355	Tennis Court Maintenance - CYF	14,100
356	Car Park Maintenance - CYF	2,500
357	Play Area Surface Maint - CYF	2,000
358	Southern Footpath Maintenance	1,000
359	HR Drainage - PC	20,000
360	Replace Bus Shelters - CYF	10,000
370	CCTV Hoe Rd - CYF	3,152
371	Intruder Alarm Upgrade (JH)	2,500
373	South F'path -CIL/WCIL/S106	47,340
376	EMR-Building Decarbon (JH)	49,646
377	Extend Parking PP - CIL	537
379	Building Maintenance - CYF	29,500
389	Parish Council Website	3,000
393	WCC CIL Receipts 2021-22	5,011
394	WCC CIL Receipts 2022-23	3,082
395	WCC CIL Receipts 2023-24	42,889
396	SDNP CIL Receipts 2021-22	481
397	SDNP CIL Receipts 2022-23	2,471

Detailed Balance Sheet - Excluding Stock Movement**Month 12 Date 31/03/2025**

<u>A/c</u>	<u>Description</u>	<u>Actual</u>	
398	SDNP CIL Receipts 2023-24	2,321	
400	SDNP CIL Receipts 2024-25	4,552	
	Total Equity		684,695

iv) Income and Expenditure Forecast

– *to note current position.*

Income & Expenditure Report
2024-2025

Total Parish Council

Description	1 April	2 May	3 June	4 July	5 August	6 September	7 October	8 November	9 December	10 January	11 February	12 March	Actual Total Year	Budget Total Year	Variance	% Change	Material Variance Reason (over 25% or £2000)
<u>Finance, Policy and Resources Committee</u>																	
Total Income	£2,377	£5,015	£4,321	£348	£5,693	£4,068	£1,145	£9,207	£4,517	£1,567	£6,445	£3,386	£45,089	£20,798	£24,291	117%	Bank Interest
Total Expenditure	£35,138	£32,895	£26,952	£34,980	£33,077	£29,219	£32,846	£58,879	£35,400	£42,469	£34,723	£42,994	£40,441	£425,222	£15,219	4%	
Total Net Revenue Expenditure	£32,759	£27,851	£22,531	£34,632	£27,384	£25,151	£31,701	£53,672	£30,883	£40,902	£28,278	£39,608	£395,352	£404,424	£-9,072	2%	
Total Capital Income	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	Unbudgeted	
Total Capital Expenditure	£0	£344	£0	£0	£0	£0	£0	£870	£0	£0	£0	£0	£1,014	£1,500	£-486	32%	
Total Net Capital Expenditure	£0	£344	£0	£0	£0	£0	£0	£870	£0	£0	£0	£0	£1,014	£1,500	£-486	32%	
Total Net Committee Expenditure	£32,759	£28,195	£22,531	£34,632	£27,384	£25,151	£31,701	£54,542	£30,883	£40,902	£28,278	£39,608	£398,366	£405,924	£-9,558	2%	
<u>Halls and Grounds Committee</u>																	
Total Income	£17,164	£5,196	£7,959	£9,281	£5,627	£8,821	£12,044	£8,737	£11,756	£8,894	£6,190	£4,994	£104,723	£69,788	£14,935	17%	Hire Increases & WCC Open Space Fund
Total Expenditure	£8,286	£15,844	£7,940	£20,812	£10,399	£9,511	£16,345	£9,912	£12,384	£10,769	£14,125	£21,711	£158,018	£183,091	£-25,073	14%	
Total Net Revenue Expenditure	£8,878	£12,698	£-19	£11,531	£4,772	£590	£4,301	£1,175	£908	£1,875	£7,935	£16,717	£53,295	£93,303	£-40,008	43%	
Total Capital Income	£0	£0	£0	£0	£19,504	£40,133	£0	£250	£0	£55,060	£0	£72,548	£197,486	£58,797	£138,688	235%	Additional funding unbudgeted
Total Capital Expenditure	£43,541	£4,560	£74,967	£42,423	£43,102	£0,093	£11,936	£352	£108,818	£4,698	£10,149	£1,351	£351,990	£242,448	£109,542	45%	Additional expenditure from funding unbudgeted
Total Net Capital Expenditure	£43,541	£4,560	£74,967	£42,423	£23,598	£-32,040	£11,936	£102	£108,818	£50,382	£10,149	£-71,197	£154,495	£183,651	£-29,156	16%	As above
Total Net Committee Expenditure	£54,663	£17,248	£74,948	£53,954	£28,370	£-31,450	£16,237	£1,277	£107,426	£58,487	£18,084	£-54,480	£207,790	£276,954	£-69,164	25%	As above
<u>Community & Environment Committee</u>																	
Total Income	£1,000	£0	£0	£0	£0	£0	£100	£0	£0	£0	£0	£0	£1,100	£100	£1,000	1000%	Grant awarded unbudgeted
Total Expenditure	£35	£5,504	£610	£2,426	£21	£472	£1,134	£3,479	£95	£598	£97	£2,031	£16,592	£23,395	£-6,893	29%	
Total Net Revenue Expenditure	£-965	£5,504	£610	£2,426	£21	£472	£1,034	£3,479	£95	£598	£97	£2,031	£15,492	£23,295	£-7,893	34%	
Total Capital Income	£0	£0	£0	£0	£0	£0	£0	£0	£141	£0	£0	£0	£141	£0	£141	Unbudgeted	
Total Capital Expenditure	£0	£0	£0	£0	£0	£54	£0	£236	£0	£0	£0	£0	£230	£500	£-210	42%	
Total Net Capital Expenditure	£0	£0	£0	£0	£0	£54	£0	£236	£-141	£0	£0	£0	£149	£500	£-351	70%	
Total Net Committee Expenditure	£-965	£5,504	£610	£2,426	£21	£526	£1,034	£3,715	£-46	£598	£97	£2,031	£15,651	£23,795	£-8,244	35%	
<u>Planning & Highways Committee</u>																	
Total Income	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	Unbudgeted	
Total Expenditure	£0	£0	£0	£990	£0	£1,295	£0	£0	£821	£142	£0	£160	£3,348	£2,300	£1,048	48%	Replace kissing gate
Total Net Revenue Expenditure	£0	£0	£0	£990	£0	£1,295	£0	£0	£821	£142	£0	£160	£3,348	£2,300	£1,048	48%	
Total Capital Income	£600	£0	£0	£0	£0	£5,000	£0	£0	£595	£0	£0	£0	£5,155	£500	£5,655	1131%	Grant awarded
Total Capital Expenditure	£0	£484	£0	£0	£463	£420	£2,866	£0	£1,255	£6	£32	£52	£5,576	£2,000	£3,576	179%	Grant expenditure/self closing gates
Total Net Capital Expenditure	£-600	£484	£0	£0	£463	£-4,580	£2,866	£0	£996	£6	£32	£52	£-4579	£1,500	£-2,079	139%	As above
Total Net Committee Expenditure	£-600	£484	£0	£990	£463	£-3,345	£2,866	£0	£1,518	£148	£32	£212	£2,769	£3,800	£-1,031	27%	As above
<u>Joint Managed Services</u>																	
Total Income	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	Unbudgeted	
Total Expenditure	£0	£0	£0	£0	£0	£0	£0	£9,000	£0	£0	£0	£0	£9,000	£12,000	£-3,000	25%	
Total Net Revenue Expenditure	£0	£0	£0	£0	£0	£0	£0	£9,000	£0	£0	£0	£0	£9,000	£12,000	£-3,000	25%	
Total Capital Income	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	Unbudgeted	
Total Capital Expenditure	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	Unbudgeted	
Total Net Capital Expenditure	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	Unbudgeted	
Total Net Committee Expenditure	£0	£0	£0	£0	£0	£0	£0	£9,000	£0	£0	£0	£0	£9,000	£12,000	£-3,000	25%	
<u>Funding</u>																	
Total Income	£296,411	£0	£0	£0	£0	£296,411	£0	£0	£0	£0	£0	£0	£592,822	£592,822	£0	0%	
Total Expenditure	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	Unbudgeted	
Total Net Revenue Expenditure	£296,411	£0	£0	£0	£0	£296,411	£0	£0	£0	£0	£0	£0	£592,822	£592,822	£0	0%	
Total Capital Income	£661	£30,022	£0	£0	£0	£0	£4,552	£0	£0	£0	£0	£0	£35,235	£30,353	£4,882	16%	CIL Receipts
Total Capital Expenditure	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	£0	Unbudgeted	
Total Net Capital Expenditure	£-661	£-30,022	£0	£0	£0	£0	£-4,552	£0	£0	£0	£0	£0	£-35,235	£-30,353	£-4,882	16%	As above

Total Net Committee Expenditure	-£237,072	-£30,022	£0	£0	£0	-£286,411	-£4,552	£0	£0	£0	£0	£0	£0	-£628,037	-£625,175	-£2,882	0%
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Total Net Committee Expenditures

Total Income	£318,212	£38,192	£12,278	£9,627	£30,845	£354,533	£17,838	£15,191	£16,968	£75,518	£12,635	£80,927	£982,764	£793,158	£189,606	24% As above
Total Expenditure	£86,997	£59,599	£110,365	£101,627	£37,060	£48,973	£65,154	£83,452	£156,748	£59,881	£58,978	£68,299	£985,933	£892,456	£93,477	10% As above
Total Net Revenue Expenditure	-£231,214	£21,406	£98,087	£92,000	£56,216	-£305,560	£47,316	£68,261	£139,780	-£16,837	£46,343	-£12,628	£3,170	£98,298	-£96,128	97%
EWIR Movements	£43,145	-£25,462	£74,437	£42,423	£23,598	-£34,115	£7,282	£0	£105,176	-£60,404	£9,013	-£162,049	£23,044	£99,298	£0	
Total Income/Expenditure	-£274,359	£46,868	£23,650	£49,577	£32,618	-£271,445	£40,034	£68,261	£34,604	£43,667	£37,330	£149,421	-£19,874			
Current Year Fund	£231,214	£209,808	£111,721	£19,721	-£36,495	£269,065	£221,749	£163,488	£13,708	£30,545	-£15,798	-£92,670				CYF-TNE
General Reserves	£258,628	£233,165	£307,802	£350,025	£373,623	£339,508	£346,790	£346,790	£451,986	£391,661	£400,574	£328,026				GR+EMR
General Reserves Position Months	489,842	442,973	419,323	385,746	337,128	606,573	568,539	500,278	465,674	422,108	384,776	235,356				GR+CYF
	10	9	8	7	7	12	12	10	9	9	8	5				
Total Reserves (Bank)	919,079	897,673	799,585	707,585	651,370	956,929	909,614	841,353	701,572	718,409	672,066	584,694				Ann.+TNE

v) Ear Marked Reserves – *to note current position*

Ear Marked
2024-2025

Approved transfers

Approved transfers

PC321/231

PC347/23

FPR227/24



Bishop's Waltham Parish Council

Finance, Policy & Resources Committee

6.5.25

Agenda Item 9 – Capital Control Report – *for information only*

Capital Control Report 2024-2025 (Month 11).

Finance Manager
29.4.25

Bishop's Waltham Parish Council
Capital Projects Control 2024-25 Budget
Month 12

Committee	G L Code	Description	Month Budgeted	Capital Budget £'s	EMR Funding Budget £'s	Total Precept Approved £'s	Total Actual Spend £'s	Unactioned Approvals £'s	Comments
F.P&R Committee Income	1099	Income - Asset Disposals	Not expected	0	0	0	0	0	
		Total Gross Committee Income		0	0	0	0	0	
	4350	Minor Assets	Oct/Mar	500	0	500	0	0	
	4408	Replace IT Equipment	Apr/Sep	1,000	0	1,000	1,014	0	Monitors/headset/camera/PC
		Total Gross Committee Expenditures		1,500	0	1,500	1,014	0	
EMR Movements									
				0	0	0	0	0	
Total Net Committee Expenditures				1,500	0	1,500	1,014	0	
H&G Committee Income	1079	Income - Compensation	Dec	0	0	0	250	0	Total Gas and Power - fund Minor Assets (Heaters)
	1099	Income - Asset Disposals	Not expected	0	0	0	0	0	
	1336	WCC CIL Funding 2024-25	Sep	40,000	40,000	0	40,000	0	EMR 378 Solar Panels
	1337	WCC S106 Funding 2024-25	Jan	0	0	0	72,548	0	EMR 373 Southern Footpath
	1368	WCC Open Space Fund	Aug	18,797	18,797	0	19,637	0	EMR 315 Montague Rd/378 Albany Rd
	1400	WCC Rural England PF	Feb	0	0	0	49,000	0	EMR 377 Extend Parking PP
	1403	SSEN Grant - Solar Batteries	Mar	0	0	0	16,060	0	EMR 376 Solar Panels
		Total Gross Committee Income		58,797	58,797	0	197,495	0	
	4350	Minor Assets	Oct	2,500	0	2,500	4,413	0	Bins/Ladder/Blower Kit/Tennis net/Goals/A2 Board/Heaters
	4364	Southern Footpath/Cycleway	Jul/Aug	0	0	0	6,146	0	EMR 373
	4365	Replace Tractor	Mar	0	0	0	0	0	EMR 330 - Move £33,500 to 25-26
	4368	Replace Topper/Mower	Mar	0	0	0	0	0	EMR 340 - Move £17,150 to 25-26
	4386	Floor Polisher PP	-	0	0	0	1,166	0	EMR 375
Expenditure	4390	Replace Skate Park	Apr/Jul/Dec	0	0	0	77,271	0	EMR 374 (£1,390 committee exp)
	4393	Solar Panels On Roof (JH)	Jul/Aug Jan/Feb	99,750	99,750	0	66,164	0	EMR 376 - Move £12,045 to 25-26
	4398	Resurface Play Area	Feb	0	0	0	810	0	SP Agrilex and MUGA markings
	4410	Replace Play Area Equipment	Feb	0	0	0	641	0	EMR 325 Tennis court benches
	4414	Buildings Replace/Refurb	Sep	6,000	6,000	0	4,900	0	EMR 355
	4415	Tennis Court Maintenance	Feb	2,500	0	2,500	0	0	Move to EMR in 25-26 £2,500
	4417	Upgrade Intruder Alarm (JH)	May/Jun	0	0	0	3,311	0	EMR 351
	4420	Costs - Purchase of Community Asset	Jan	2,500	0	2,500	252	0	EMR 336
	4422	Replace Paving Stones	Not expected	11,000	11,000	0	0	0	EMR 315
	4423	EV Chargers	Oct	0	0	0	2,911	0	EMR 377
	4432	Montague Rd Play Areas	Oct/Jan	0	0	0	100,950	0	EMR 390
	4450	Extend Parking (PP)	May	0	0	0	874	0	EMR 379 - Move £16,500 to 25-26
	4484	Stackable Chairs (JH)	Not expected	18,500	18,500	0	0	0	EMR 378
	4487	Building Maintenance	May-Oct	78,198	78,198	0	75,668	0	Legal costs - Move £1,900 to 25-26
	4500	Albany Road Play Park	-	0	0	0	100	0	
	4505	Costs-Sale of Community Asset	-	220,948	213,448	7,500	351,990	0	
Total Gross Committee Expenditures				154,651	154,651	0	147,780	0	
EMR Movements				7,500	0	7,500	6,715	0	
Total Net Committee Expenditures				7,500	0	7,500	6,715	0	
C & E Committee Income	1085	Non PC Recharge		0	0	0	141	0	HSE Donation for crowd barriers
		Total Gross Committee Income		0	0	0	141	0	
	4350	Minor Assets	Oct/Mar	500	0	500	290	0	Laminated cheque/tablecloth/table runner/crowd barriers
Total Gross Committee Expenditures				500	0	500	290	0	

		EMR Movements							
		Total Net Committee Expenditures							
		500	0	0	0	500	149	0	0
P & H Committee Income	1302								
	1331								
	1338								
Expenditure	4350								
	4375								
	4403								
	4404								



Bishop's Waltham Parish Council

Finance, Policy & Resources Committee

6.5.25

Agenda Item 10 – Annual Investment Report 2024-25 and Reinvestment of Funds – *for approval*

The 3-month fixed deposit investment will mature on 20th May 2025.

I propose that the total matured funds of £441,097.66 are reinvested with Arbuthnot Latham for a further 3 months at 4%.

The remaining reserves will continue to be held in an instant access savings account to allow cashflow needed for projects.

Proposal:

To approve the reinvestment of £441,097.66 with Arbuthnot Latham for 3 months at 4%.

**Finance Manager
29/4/25**

Bishop's Waltham Parish Council

Annual Investment Report – 2024/2025

Bishop's Waltham Parish Council holds two instant access savings accounts with Unity Trust Bank and one short term investment fund with Arbuthnot Latham.

The Finance Manager has ensured that funds are transferred to the savings account regularly (keeping the balance of the current account around £10,000 to £15,000) to maximise the interest received. All fund transfers are included in the Payment Authorisation Report for committee approval.

The following summarises the interest earned from all accounts in this financial year.

Unity (2.75 to 2.60 to 2.50%)

Date	Interest Received
June 2024	£3257.07
September 2024	£2653.46
December 2024	£3017.03
March 2025	£1744.78
Total	£10,672.34

Arbuthnot Latham (4.80 to 4.50 to 4.15 to %)

Date	Interest Received
May 2025	£4,994.62
August 2025	£5,109.93
November 2025	£4,848.52
February 2025	£4,522.13
Total	£19,475.20

Total Investment Interest Received	£30,147.54
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The total investment interest received by the Council in the previous financial year (April 2023 to March 2024); was £20,553.79



Bishop's Waltham Parish Council
Parish Council Office
The Jubilee Hall, Little Shore Lane
Bishop's Waltham
Hampshire, SO32 1ED
01489 892323

Arbuthnot Latham & Co., Limited (the Bank)
Arbuthnot House
7 Wilson Street
London
EC2M 2SN

13th May 2025

Dear Sirs,

Deposit Account

1. We request the bank to open a new deposit account in the following name of Bishop's Waltham Parish Council.
2. Can a minimal initial lump sum of £441,097.66 be placed on a Fixed Deposit for 3 months at an interest rate of 4% p.a. gross.
3. The Bank's Commercial Banking Terms and Conditions shall be applicable to the Arbuthnot Latham Current Account and we acknowledge in particular Term 2.11 (variation in interest rates), [and] Term 2.13 (fixed term deposit accounts) [and Term 2.14 (notice accounts)] of the Commercial Banking Terms and Conditions.
4. Payments made to and from the Current Account will be received from and made to our current account with Unity Trust Bank. The account details are as follows:

Bank:	Unity Trust Bank
Sort Code:	60-83-01
A/C Number:	20496238
Account Name:	Bishops Waltham Parish Council

5. We agree that:
 - (a) In the event of any conflict between this letter and the terms of the Commercial Banking Terms and Conditions, the terms of the Commercial Banking Terms and Conditions shall prevail;
 - (b) No variation to this letter shall be effective unless it is in writing;
 - (c) This letter shall be governed by the laws of England and Wales, and the courts of England and Wales shall have non-exclusive jurisdiction to settle any dispute or claim arising out of or in connection with this letter or its subject matter or formation (including non-contractual disputes or claims).

.....
Signatory

.....
Signatory

Date:



Bishop's Waltham Parish Council

Finance, Policy & Resources Committee

6.5.25

Agenda Item 11 – Policy Review - Update – *for consideration*

The working group will present a verbal update to inform Committee of progress.

Executive Officer
29.4.25



Bishop's Waltham Parish Council

Finance, Policy & Resources Committee

6.5.25

Agenda Item 12 – Bishop's Waltham Cricket Club – Lease Conditions regarding Storage – *for consideration*

Cllr Homer and Cllr Pavey undertook the scheduled site visit on 12th April 2025 and provided the report attached.

The BWCC Grounds Committee Chairman has emailed in with notes following the meeting for consideration.

(Relevant extract of Lease included for reference)

Proposal: To consider the report and correspondence attached in relation to the lease conditions for Bishop's Waltham Cricket Club and make recommendations as a result.

Executive Officer
29.4.25

Correspondence held in the Parish Council office

Extract from Lease: Section 2 – related to the site

in respect thereof:

- (d) To use the demised premises and any building erected thereon for the normal activities of the Tenants and purposes ancillary thereto including fund-raising activities and for no other purpose except with the express permission of the Landlord in writing
- (e) At all times during the said term to keep the demised premises including the cricket square and outfield in a clean and tidy state fit for playing cricket and to keep all buildings and fences and hedges and gates thereon in good and substantial repair and condition and insured to the full rebuilding value and not permit any dumping of litter or any waste materials on the demised premises
- (f) To permit the Landlord and any persons authorised by It upon giving seven days written Notice to the Tenants (except in the case of emergency) at all reasonable times to enter upon and examine the condition of the demised premises and the grounds and any Buildings erected thereon and thereupon the Landlord may serve

av6.- 5 December 1997

2

upon the Tenants notice in writing specifying any repairs necessary to be done by the Tenants under the foregoing Sub-Clause and require the Tenants forthwith to execute the same and if the Tenants shall not within twenty one days after the service of such Notice commence and proceed diligently with the execution of such repairs then to permit the Landlord to enter upon the demised premises and execute such repairs and the cost thereof shall be a debt due to the Landlord and be forthwith recoverable by action

- (g) To paint all those external surfaces of the buildings as are normally so treated in every third year of the said term in a sufficient and workmanlike manner using such paints and materials approved under the Health & Safety Act 1974 and associated regulations and approved codes of practice
- (h) Not to erect any further building on the demised premises or make any material alteration to any existing building without the Landlord's previous consent in writing
- (i) Not to assign or sublet the whole or any part of the demised premises



Bishop's Waltham Parish Council

Finance, Policy and Resources Committee

6.5.25

Agenda Item 13 – Friends of Bishop's Waltham Junior School Fireworks Event Draft Licence and Fee – for approval

Overleaf is the draft licence for Friends of Bishop's Waltham Junior School Fireworks event taking place at Hoe Road Recreation Ground, on Saturday 8th November 2025. The event is currently planned to use the same facilities as for the 2024 event. The draft licence which has been updated to include the fee (as approved by Full Council on Tuesday 11th March).

This matter was considered by the Halls and Grounds Committee during their meeting held on Tuesday 15th April, when the following was resolved:

HG335/24

FOBS Fireworks Event Draft Licence and Fee

Resolved: To approve the draft licence and charge of £235.80 for the usage of Hoe Road Recreation Ground for Friends of Bishop's Waltham Junior School to hold their Fireworks event on Saturday 8th November 2025, for recommendation to the Finance, Policy and Resources Committee.

Proposed: Cllr Marsh

Seconded: Cllr Webb

All in favour

ACTION: Committees Officer

Proposal: To approve the draft licence agreement for the usage of Hoe Road Recreation Ground for Friends of Bishop's Waltham Junior School on Saturday 8th November 2025, including the licence fee of £235.80 (including VAT).

Committees Officer 30.04.25

SCHEDULE OF MAIN TERMS AND CONDITIONS

FRIENDS OF BISHOP'S WALTHAM JUNIOR SCHOOL

BISHOP'S WALTHAM FIREWORKS DISPLAY

Date: Saturday 8th November 2025

Licensor: Bishop's Waltham Parish Council

Licencee: Friends of Bishop's Waltham Junior School (FoBS)

1. The Licencee to hold the Bishop's Waltham Fireworks Display on the "Hoe Road Recreation Ground" including the car park, pavilion, land to the rear of the tractor shed and all other paved areas.
2. The licence to be for the period Saturday 8th November 4pm to 10pm.
3. The Licencee shall have the right to operate the Bishop's Waltham Fireworks Display on the "Hoe Road Recreation Ground" for the period of the event.
4. The Licencee shall pay the Licensor the charge of £235.80 including VAT, as well as an additional administration fee and cleaning fees.
5. The Licencee shall be required to lodge a bond with the Council in the sum of £500.00. The Bond or part bond shall be forfeited to the Council if the Clerk considers that damage is caused to Council property as a result of the activities of FoBS, or if the site is not left in a clean and tidy condition. FoBS will agree to lodge a FoBS cheque with the Council.
6. The Licencee to accept that the Parish Council groundstaff will assess the ground conditions on the day of the event and will have final say on the use of the ground. FoBS will name the prime contacts for the groundstaff to advise on the suitability of the ground conditions.
7. All vehicles belonging to stall holders and including any display vehicles will enter the ground using the Hoe Road entrance. This entrance, plus the Hamble Springs entrance, will be manned by FoBS to permit pedestrians entry but no other vehicles will be permitted other than those driven by or on behalf of disabled persons. The crocodile teeth should remain plated keeping this gate available as a contingency for any emergency during the event.
8. Vehicles belonging to stall holders etc to be parked either to the rear of the Scout Hut or to be removed from the grounds. **No parking will be permitted in the surrounding neighbourhood.** Stall holders to be advised of this prior to the event. Private cars and light vans, if not taken off site by 1800 hours, may be stored away from the main display area but within the Hoe Road recreation ground.
9. The Licencee must ensure that the layout of the site allows safe operation of any rides, demonstrations etc and does not present any danger to the public attending the event and that the Fireworks Display is operated in an orderly and safe manner at all times.

10. The Licencee must ensure that all rides erected in the site have a Certificate of Safety issued by the Showmen's Guild of Great Britain before being allowed to open and offer rides to the public. These Certificates should be made available to the Clerk before the opening of the Fireworks Display and such Certificates should be displayed in a prominent place on each ride wherever rides are offered to the public.
11. The Licencee is to indemnify the Licensor against all costs, claims, demands, charges or actions howsoever arising either directly or indirectly from occupation of the site or operation of the Fireworks Display and in this respect the Licencee "shall at all times during the event, including setting up and taking down, be insured against Public and Products Liability for a minimum sum assured of £10,000,000. **An original policy schedule (not a copy) showing the periods of insurance, the Public and Products Liability Insurance and relevant endorsements, warranties or clauses must be submitted to the Clerk at least 7 days prior to the commencement of the event**".
12. The Licencee is not to carry out any unlawful activities or unlawful gambling and is to observe all statutory and other provisions, bye laws and regulations for the time being in force and applicable to "Hoe Road Recreation Ground". The Licencee is also to comply with any statute, bye law, regulations and provisions currently in force concerning the sale or supply of food or refreshments (including alcohol). The Licencee to obtain the correct licence for the event.
13. The Licencee is to bring the provisions of this Licence to the notice of every stall holder permitted by the Licencee to occupy any part of the "Hoe Road Recreation Ground" during the period of this Licence.
14. The Licencee is to ensure that every *stall holder* and trader shall display a notice stating his name and address. The Licencee is not to permit separate licences to stall holders allowing them to sublet. Booking records for all traders to be held and maintained by the Licencee and must be available on the day.
15. The Licencee is to keep the Recreation Ground in a neat and tidy condition and to ensure that each and every stall holder or trader selling food or confectionery of any kind whatsoever shall provide sufficient litter baskets near his stall and empty those containers when necessary. The Licensor will remove all rubbish from the site at the end of the event or alternatively will arrange with the Parish Council for a skip to be on site, charged at the appropriate rate.
16. No animals are to be offered or awarded as prizes under any circumstances.
17. The Licencee is to ensure that any electricity cables are soundly insulated and safely protected wherever a cable crosses a footpath.
18. The Licencee to ensure that if there is a need to connect any power/gas/compressed air services such connections will be connected by qualified technicians.
19. The Licencee to ensure that all 'heavy' equipment such as such as burger van, children's rides is sited on the main arena area, subject to ground conditions as outlined in (5) above. The area adjacent to the pavilion to be reserved for the Fire Engine and the St John ambulance.
20. The Licencee is to take all reasonable precautions to prevent drunkenness or disorderly conduct and is to conduct the Fireworks Display in an orderly manner so as not to cause any annoyance or nuisance in the neighbourhood.

21. The Licencee is to follow the community guidance "Celebrating with bonfires or fireworks 2015" published by the government's Department for Communities and Local Government.
22. The Licencee shall at all times comply with any directions given by the District Council Head of Environmental Services regarding the level of noise generated by sound amplifying equipment, diesel generators or any other operations of the Fireworks Display, and if so required by the District Council's Head of Environmental Services the Licencee shall immediately terminate any activity generating noise in contravention of the terms of the licence.
23. The Licencee to ensure that householders in the vicinity of the "Hoe Road Recreation Ground" are advised of the plans to use the area for the event and that Hamble Springs will be used as a temporary access point. All residents in Hamble Springs to receive a leaflet in advance of the event from the Licencee to explain the activities of the day.
24. The Licencee is to ensure that the access to the ground for the paying public will be from Hoe Road for pedestrian access only. No access is permitted for vehicles or for parking (other than in Clause 6).
25. The Licencee must conform with the Health and Safety at Work Act 1974 which places a legal responsibility on everyone working at the event to ensure that, whatever they do, they do not endanger themselves, employees or the general public.
26. The Licencee to ensure that the site is cleared by 22.00hrs.
27. The Licencee to provide draft risk assessments for the event by **8th October 2025** for acceptance by the Council. A final version of the assessment to be submitted one week before the event once the Licencee has finalised all the participants/displays.
28. The Licencee must accept that the Council maintains at all times the Licence does not constitute a tenancy.
29. The Licence is to rest on exchange of correspondence.

Signed (print name):

Friends of Bishop's Waltham Junior School (The Licencee)

Signature

Date

Signed (print name):

Bishop's Waltham Parish Council (The Licensor)

Signature

Date.....



Bishop's Waltham Parish Council

Finance, Policy and Resources Committee

6.5.25

Agenda Item 14 – Actual Cost of Dual-Use Bins Purchase – *for ratification*

At the Full Council meeting held on 12th November 2024 the following was resolved.

PC197/24	Proposal for Continuation of Replacement of Dog Waste Bins Resolved: To approve the purchase of four new dual waste wheelie bins, with associated posts and slab bases, (three at Priory Park and one at Jubilee Hall) and one new post-mounted bin for Priory Park at a total cost of £468.00 (excluding VAT), subject to delivery costs. (Yellow Shield Ltd £188.00 for bins: Earth Anchors Ltd £280.00 for posts and slabs) Proposed: Cllr Stallard Seconded: Cllr Homer All in favour.	ACTION: Committees Officer
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When the purchase of the fixing posts was made, these items were more expensive than anticipated due to the specification required. The purpose of this agenda item is to document and ratify the actual cost of these items.

These bins are now in service, having been installed by the grounds team.

This matter was considered by the Halls and Grounds Committee during their meeting held on Tuesday 15th April when the following was resolved:

HG336/24	Actual Cost of Dual-Use Bins Purchase Resolved: To ratify the purchase of four new dual waste wheelie bins from Yellow Shield Ltd at a total cost of £188.00 (excluding VAT), and the associated fixing posts from Earth Anchors Ltd at a total cost of £536.00 (excluding VAT) and to forward to the Finance, Policy and Resources Committee. Proposed: Cllr Marsh Seconded: Cllr Wilson All in favour	ACTION: Committees Officer
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Proposal: To ratify the purchase of four new dual waste wheelie bins from Yellow Shield Ltd at an actual total cost of £188.00 (excluding VAT), and the associated fixing posts from Earth Anchors Ltd at a total cost of £536.00 (excluding VAT) and refer to Full Council.

Committees Officer 30.04.25



getWheelieBins



Receipt / Tax Invoice #5005153
Feb 11, 2025

SHIPPING ADDRESS

Catherine Wilkinson
Bishop's Waltham Parish Council
Little Shore Lane
Jubilee Hall
Bishop's Waltham
SO32 1ED
United Kingdom
Tel. +441489892323

CUSTOMER

Catherine Wilkinson
Bishop's Waltham Parish Council
Little Shore Lane
Jubilee Hall
Bishop's Waltham
SO32 1ED
United Kingdom
Tel. +441489892323

PAYMENT METHOD

Pay By BACS

SHIPPING METHOD

Free Next Working Day

ITEMS	Price Excl. VAT	Qty of Items	Item total Excl. VAT
 140 Litre Wheelie Bin Red SKU: 300696	£47.00	4	£188.00

Discount	-£24.00
Custom discount	
Subtotal (Excl. VAT)	£188.00
Shipping (Excl. VAT)	£0.00
VAT @ 20.0%	£37.60
TOTAL (GBP)	£225.60
Total paid	£225.60

Thank you for shopping with us!

Yellow Shield LTD t/a getWheelieBins
Whetstone Magna, Lutterworth Road, Whetstone, Leicester, ENG, LE8 6NB, United Kingdom
VAT No. GB896036588 Company Reg. 5894649
sales@getwheeliebins.co.uk
getwheeliebins.co.uk

Earth Anchors Ltd

Unit 3 IO Centre
Salbrook Road Industrial Estate
Salford
Surrey
RH1 5GJ
0208 6849601
www.earth-anchors.com



INVOICE

Customer Name & Address

BISHOPS WALTHAM PARISH COUNCIL
THE JUBILEE HALL
LITTLE SHORE LANE
BISHOPS WALTHAM
SOUTHAMPTON
HAMPSHIRE
SO32 1ED

Delivery Address

BISHOPS WALTHAM PARISH C
HOE RD RECREATION GROUN
HOE ROAD
BISHOPS WALTHAM
SO32 1DU

FAO: CATHY WILKINSON**Invoice Date:** 27/02/2025**Payment Terms:** 30 days**Account Name:** BISHOPSW**Invoice Email:**

admin@bishopsvaltham-
pc.gov.uk

Order No: EA42501**Invoice No:** EA40918**Order Date:** 24/02/2025

Qty	Code	Description	Price Each	Line Total
4.00	WHNB/G	WHEELSTAT , BOLT DOWN, GALV WITHOUT RESTRICTOR	122.00	488.00
1.00	FLK	FASTLOCK KEY	0.00	0.00

Delivery Number: 14416**Courier**

Horley Road Services

Despatch date

27/02/2025 00:00:00

Cost

48.00

Special Instructions

Goods Net:	488.00
Delivery:	48.00
Surcharge:	0.00
Order Net:	536.00
VAT:	107.20
Total:	643.20
Outstanding Balance:	643.20
Pound sterling	



Bishop's Waltham Parish Council

Finance, Policy & Resources Committee

6.5.25

Agenda Item 15 – Operational Spend on Clock Flower Bed Repairs and a Dual Waste Bin at Colville Drive footpath – for ratification

<u>Clock Flower Bed Repairs</u> Health and Safety operational spend Coded to: 4334/400 Maintenance Street Furniture (line overspent)	<u>The Honest Builder</u> £160.00 plus £32 VAT = Total £192.00
<u>Colville Drive Footpath Bin</u> Coded to: 4350/499 Minor Assets in Capital Spend (line overspent)	<u>Get Wheelie Bin</u> £52.00 plus VAT <u>Earth Anchors</u> £122.00 plus VAT

As a Committee, the total planned budget has not been overspent. However, on these two budget lines there has been an overspend, despite these being permitted spend as operational amounts (below £500). However, this is why these items have been brought to Committee for ratification and will need to be progressed through Finance, Policy and Resources and Parish Council as unbudgeted items, in accordance with Financial Regulations. A reminder is given to set adequate budgets for planned and potential projects in the coming years and being mindful of spend throughout the financial year.

Proposal: To ratify the two operational spends tabled (Clock Flower Bed Repairs and Replacement Waste Bin at Colville Drive) and refer onwards to Full Council for ratification.

Executive Officer
29.4.25