

## **MINUTES OF THE SHERIFFHALES PARISH COUNCIL MEETING HELD ON THE 10<sup>th</sup> JANUARY 2019 AT SHERIFFHALES VILLAGE HALL**

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Present: Councillors: Dr Alan MacWhannell (Chairman); Mr John Horne; Mr Gordon Tonkinson; Mr Nicholas Edwards; Mr Kevin Turley; Mr James Bubb and Mr Stewart Edmondson.

In attendance Clerk to the Council – Miss Jennifer Cree

The Chairman opened the meeting at 19.30 and thanked Councillors for their attendance. The Chairman reminded Councillors that wherever possible papers should have been read before attendance at the meeting and it was good practice for meetings to not extend beyond 2 hours at any one sitting.

1/19. Apologies for Absence.

Apologies of absence were received from Councillor Pulker due to his being on annual leave.

2/19. Public Participation – a maximum of 15 minutes for members of the public to address the Council.

The public participation is for the public to address the Parish Council on matters that they wish to raise. The Parish Council cannot comment or resolve action on any points raised at this time. If the item requires information being sent from the Council, the Clerk will do this following the meeting. If it is a matter for further discussion it may be added to a future agenda.

There were no members of the public present.

3/19. Declaration of Councillors' Pecuniary Interests.

None were declared.

4/19. To receive and agree the Minutes of the Parish Council meeting held on 8<sup>th</sup> November 2018.

The Minutes of the meeting held on 8<sup>th</sup> November 2018, having been circulated in advance of the current meeting, were approved and signed as a true record of the proceedings.

5/19. To note and where necessary agree responses or actions required relating to Planning Applications and Decisions received since last Council Meeting.

18/05408/FUL Woodcote Quarry, Weston Heath, Shropshire

Retention of 50 tonne low level horizontal silo, 70 kva generator jet wash, water and diesel storage tanks

18/05490/FUL Woodcote Quarry, Weston Heath, Shropshire

Application under section 73a of the Town and Country Planning Act 1990 for the erection of maintenance workshop building.

As both applications relate to the same site, it was agreed to send the following recommendation: -

The generators for use at the Jet wash site should be restricted to hours of use, so to ensure noise is not an issue.

We understand that the buildings may be already in situ but we query whether the lighting on the site is as the approved plans as it is extremely bright and can be seen from great distances from the development causing light nuisance. The lighting of the site should confirm to previous Planning conditions.

On the previous planning applications for the site, part of the planning consent was that all traffic related access works were to be completed before the site was to be used. This issue (as previously raised with planning) should be confirmed before any further applications are approved and all aspects of the section 106 should be completed and if not enforced by Shropshire Council.

18/05732/FUL Grange Acre, Weston Heath, Shifnal

Erection of customer facilities and tea room building and storage following demolition of existing, ancillary to existing plant business.

No objection.

### **Decisions made**

18/05786/FUL The Farmhouse, Ferndale Farm, Lodge Road, Donnington  
Erection of 2 storey single and side extension - Planning permission granted, this was noted.

## Enforcement

18/06351/ENF Woodcote Quarry, Weston Heath, Shropshire

Alleged breach of planning condition 12a attached permission 17/03661/EIA, this was noted.

6/19. To receive a report on Progress in updating and relaunch of Website and related Communication Strategy and agree further steps.

Councillor Edmondson reported on Progress on the Councils Communication strategy and outlined the new Policy previously circulated (appendix 1). Members thanked Councillor Edmondson for his work. The Clerk reported that the Website itself remained complex to update and after discussion it was agreed that it be replaced with a simpler platform that the Clerk would lead on.

7/19. To receive a report on progress with Environmental Maintenance Grant application and agree any further actions required.

It was reported that the year 2018 application had been submitted and that funding would cover the period from award, now expected mid-January, to end March 2019 with funds awarded, if any, having to be spent or returned by the end of that period. Assessment of bids would be made against new criteria which included restriction to work to Shropshire Council land only. Work would also require match funding of at least 50% by the Parish. It was agreed to discuss the next year's grant at the February 2019 meeting. It was noted that the Parish Council should not be taking over Shropshire Council duties.

8/19. To receive a status report on the Playing Field Community Space including Play Area and agree next actions and objectives now the boundary has been surveyed and Arboriculture report completed.

The Clerk and Chairman are meeting with the surveyor to clarify the boundaries that are now established marked and electronically recorded and to agree the more accurate plan for submission as required. The Arboricultural report on trees around the site had not identified any trees requiring immediate attention and identified only one tree that needed major attention.

9/19. To receive, if available, the results of the Audit of Road Improvements in the Centre of Village from Shropshire Highways and any other Road safety Concerns (including parking and congestion) within the Parish.

Councillor Turley reported that the report has been finalised and a copy should have been received prior to the meeting but had not been made available to him. The report as soon as received and actions arising from it will be an agenda item for the next meeting.

It was noted that Kettlemore Lane and Great Chatwell Lane Are both showing significant deterioration and, in parts, are very badly damaged The previously repaired roadway at the Junction of Church Lane and the Evergreens has deteriorated rapidly is unsatisfactory.

With respect to other Environmental maintenance works required / previously discussed it was noted that the formal complaint relating to the delayed response to requested actions to improve visibility at the A5 / Burlington Ford junction had been submitted and a response should have been received by the 31<sup>st</sup> December 2018. The Clerk has reported she is still awaiting a response and Shropshire Council have not responded according to their formal complaint procedure.

10/19. To note correspondence received related to Housing Needs Assessment and Neighbourhood Plan Proposal and agree next steps if required.

The Council was informed that the Housing Needs Survey is scheduled to start in mid-February initially with a mailing to all residents but also with public consultation using other Parish media platforms and opportunities to engage. The Clerk has received positive responses and offers of assistance from neighbouring Parishes and no objections to the boundary published as part of our Neighbourhood Plan Boundary submission.

11/19. To receive an Update on Casual Vacancy.

The Clerk informed the Council that an election was not called for the vacancy and no candidates had come forward for co-option by Wednesday 2<sup>nd</sup> January. The seat will remain vacant until a suitable candidate is found. There has been expression of interest from a member of the community who was on holiday at the time of the meeting. The Chairman will speak to them when they return from their holiday.

12/19. To discuss relocation of Clerk to office within Parish for trial period to evaluate if this will improve community engagement and communication and agree next steps.

It was agreed that for a period of 2 months trial period the Clerk would be at times located in the Parish to support engagement with the community. The costs were expected to be minimal but would support consultation at a local level. This to be advertised on the village notice-boards and in the Parish magazine.

13/19. To agree the Insurance Renewal

The Insurance renewal has come through from Came and Company for £398, it was agreed to proceed with this cover for this year due to the renewal date being in 2 weeks, but next year will go out for competitive tender.

14/19. To agree a policy for the noticeboards.

The Chairman of the Council reported that he had prepared a policy and distributed it to all members prior to the meeting. This document is set out as appendix 3 to these minutes.

It was agreed to discuss the policy further at the next meeting and also consider options relating a separate business noticeboard at the next meeting.

15/19. To agree the accounts up to 31/10/2018 and ratify / agree accounts for Payment.

The Accounts are set out as appendix 2 to these minutes. It was agreed to discuss reserve funds for future projects and their priority at the next meeting.

The ratification list is detailed below:-

**ACCOUNTS FOR RATIFICATION**

Chq No	Amount	Supplier
1247	£87.00	INLAND REVENUE
1248	£348.59	J CREE
1249	£90.00	M EDWARDS
1250	£30.00	SHERIFFHALES PCC
1251	£557.60	MADLEYS
1252	£500.00	PCC / SCHOOL
1253	£0.00	CANCELLED
1254	£399.00	LAPTOP
1255	£360.00	GRASS CUTTING
1256	£16.00	RBL wreaths
1257	£87.20	INLAND REVENUE
1258	£348.39	J CREE

£2,823.78

These were noted.

16/19. Items for future Meetings: schedule to be decided

Christmas Lighting Display 2019

Remembrance Day 2019

Civic Service 2019

Scope for Parish wide activities / events 2019

(that could enhance our community and promote the parish e.g. planters and other floral decorations.)

Accounts for reserved projects

( 1) a review of the projects/activities with money 'ring fenced' in our reserves and 2) policy and procedures for award of grants and support to community groups etc.)

Noticeboard policy

Communication policy

Highway deterioration

Refuse collection and Litter Picking

17/19. Dates of Next Meetings

7<sup>th</sup> February 2019

14<sup>th</sup> March 2019

16<sup>th</sup> May 2019

11<sup>th</sup> July 2019

12<sup>th</sup> September 2019

7<sup>th</sup> November 2019

# Appendix 1 to the minutes of Sheriffhales Parish Council held on the 10<sup>th</sup> January 2019

**DRAFT (v1.1)**

## **SHERIFFHALES PARISH COUNCIL - COMMUNICATIONS AND MEDIA POLICY**

### **Introduction**

This policy sets out the Sheriffhales Parish Council approach and procedures for its external communications. It is important that our communications policy contribute to the achievement of the overall objectives of the Parish Council. Communications is fundamental to achieving the Council's overall mission. The purpose is to formalise the commitment of the Council to maintaining effective communications with all stakeholders, including and the Press and Public.

This policy sets out the principles of communications that underpin the Council's approach, along with the key elements of our communications policy: audience, message and channels. The policy includes separate Annexes covering Media and Public Consultations.

### **Aim**

Through good communication, we will understand and better meet the needs of the community, whilst also raising the profile of Sheriffhales and the work of Parish Council.

### **Purpose**

The purpose of this policy is to ensure the Parish Council has effective communications in order to: help us achieve our overall organisational objectives, engage effectively with stakeholders, demonstrate the success of our work and ensure people understand what we do. In particular, good communications will enable the Council to:

- better understand the needs of the community and develop appropriate strategies and priorities
- raise residents' satisfaction, trust and confidence by communicating about services provided by the Council.
- make best use of technology to innovate and engage with harder-to-reach groups of residents.

### **Audience. Who should we be communicating with?**

The Council's audiences include:

- Residents (including hard to reach groups such as young people).
- Voluntary groups and organizations (such the RBL, Village Hall Committee and WI).
- The Primary School.
- Shropshire Councillors and officers/staff.
- The media.
- The business community (and those that work in the Parish).
- Local MP.
- Other public sector organisations (police, health, fire).

### **Message. What should we be communicating?**

External communications are designed to support the objectives of the Council. The parish councils form the bottom tier of Local Government. The role of Sheriffhales Parish Council is to:

- allow communities to have a say in how some of their local affairs are conducted.
- liaise with higher tiers of government.

All communication from the Council should be courteous, timely, professional, appropriate and reflects the decisions and policies of the council.

### **Channels. How should we be communicating?**

The council will ensure that information is easily accessible, relevant and timely and recognises the importance of communication and commits to meet the expectations of the community it serves.

Different forms of communication will appeal to different ages, social groups and demographics so it is important to ensure that within reason, all options for increasing communication and participation are considered in order to communicate effectively with everyone. There are two methods of communicating:

- Proactive – telling people information to influence and change attitudes.
- Reactive – giving residents information they have requested

The advances made in information technology offer new ways of communicating. However, at the same time for many people, traditional methods – newsletters, telephone and notices – still play a fundamental role that must not be undervalued.

Currently, we use the following communications channels:

- Council's Website.
- The Parish Council Notice Board.
- Articles in the Parish Magazine.
- Social Media (Twitter).
- Council agenda papers/correspondence.
- Annual Parish Meeting.
- Councillor interaction.
- Issue specific consultation.

### **Evaluation. Are our communications effective?**

It is important that the Council measure the effectiveness of its communications. The Council will measure and consider:

- Levels of awareness about the Parish Council and the services it provides
- Attitudes of all stakeholders towards Sheriffhales Parish Council.
- Participation and engagement with Council projects, initiatives and consultation processes.
- Increased attendance at meeting and events.

How will we do this?

- Consultation with residents – perception and satisfaction surveys.
- Monitor press coverage.
- Visits to the Website.
- Number of interaction and Followers on social media.

Annexes:

- A. Communications with the Media.
- B. Public Consultations.

Annex A.

### **Communications with the Media.**

The media plays an important role in shaping perceptions of local government, so informed reporting is vital. The Communities and Local Government report found people were most positive about their council in areas where the council had a good relationship with the local media.

All communication to the media by councillors in their Sherifhales Parish Council role must be sent to the Parish Clerk or the Chairman of the Council for approval.

Key points for effective management of media relations:

- Respond to journalists in full within a reasonable time
- Be helpful, polite and positive
- Never say “no comment”
- Ensure all statements or responses to hostile enquiries are cleared by the Parish Clerk or the Chairman
- Evaluate media coverage
- Issue timely and relevant press releases
- Pre-empt potential stories arising from council agendas/minutes by issuing proactive PR (where possible)
- Ensure all media contact is with the Parish Clerk or Chairman (or in their absence, the Vice Chairman) as per Standing Orders.

Annex B.

### **Public Consultation.**

At present, most of the Council's consultation is by way of occasional questionnaires on specific subjects and members interaction with the public.

The Council will establish means by which consultations will take place to cover all aspects of life in Rawdon so that a full understanding of the needs of the community is developed. An action plan and council priorities can then be developed, which will be reviewed annually. The in-depth consultation will be repeated every five years. This will help to ensure that the council is engaged, delivering relevant services and truly representing the needs of the community to other authorities/partners. The information obtained will also help to provide useful evidence in support of initiatives and funding bids.

In addition, regular (annual) consultation should be undertaken by councillors to gather public opinion on perception and satisfaction of the council and the work it does. The results of this consultation would also help to better understand the council's strengths and weaknesses and would help the council to measure the effectiveness of its work in general and this strategy specifically.

The consultations need to be developed in such a way that there is an opportunity for all members of the community to engage in the process. Therefore, an analysis of the format of this consultation needs to be undertaken including:

- **Who** – develop an understanding of the demographics of the community and
- **How** - establish ways of communicating with each of these that best encourages their engagement in the process
- **What** – consider what information is required and develop relevant means of achieving this whilst still being appropriate, accessible and engaging
- **Where** – define the best locations for accessing and engaging with the different groups identified
- **When** – develop a timetable for the consultation process including when it is intended to hold consultation 'events'

Once completed, strategies for delivering services and improvements where identified should be developed with annual consultations held to measure effectiveness of the council's activities and reputation and a review of the in-depth consultation every five years.

# Appendix 2 to the minutes of Sheriffhales Parish Council held on the 10<sup>th</sup> January 2019

## Environmental Maintenance Grant

**Grant Application** All applications must be returned electronically to  
emcentral@shropshire.gov.uk

Name and position of applicant: Alan MacWhannell...Chair of Sheriffhales Parish Council.....

Applying on behalf of: Sheriffhales Parish Council.....  
Address: Sheene House, Church Lane, Sheriffhales.....

Post code: TF11 8RD..... Telephone: 07425542809.....  
Email: alan.macwhannell@sheriffhalesparishcouncil.uk.....

### Details of grant request

Following consultation within the community four areas have been identified that meet criteria for grant aid.

Description of work/activity/reason for grant (must be undertaken on Shropshire Council land):

1. Improve access to Sheriffhales Parish Church across council verge and re-instate previous path which has deteriorated- the area has been risk assessed following expression of concern about the current access [ including one complaint]. The access for elderly people and the disabled is unsatisfactory. There is engagement within the community to share in the activity with fund raising already initiated to improve this as a community asset.
2. To clear and improve area around seating at Heath Hill which has become overgrown due to unmanaged growth of weeds and grass. There is engagement with the walking group to assist in this activity which will enable this area to be brought into more regular use and would also demonstrate commitment to the fitness for health initiative.
3. Clear and improve vegetation around retaining wall of closed churchyard opposite village hall and primary school access which is resulting in deterioration of the sandstone blocks in the wall. Engagement by elderly residents and school to maintain the safety and appearance of this area and this would visibly demonstrate Shropshire Council's commitment to support community initiatives in line with localism agenda.
4. To risk assess path adjacent to busy A41 from Hand Lane which has considerably deteriorated due to lack of use. This path has become overgrown but will provide a further link up between walking paths within the community. Depending on risk assessment outcome this may form part of a three-year project.



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I confirm that Public Liability Insurance cover is held for a minimum of £5 million in respect of all claims which might arise

Signed: .....Alan MacWhannell..... Date: ...29 dec  
2018..... Print name: .....alan macwhannell..... Print  
Position: .....Chair Sheriffhales Parish Council.....

*Grant conditions\**

1. Proof of the parish accounts detailing the match funding amount must be provided
2. All invoices, costs, timesheets for the grant activities must be submitted at the end of the financial year in the form of a report/annual assessment on the grants use
3. Minutes of the councils meeting confirming the grant money have been spent in accordance with grant terms must be submitted with the end of year report
4. Should grant money not be fully spent it must be returned to Shropshire Council
5. Should grant money not be spent in accordance with grant terms Shropshire Council will require the money given to be repaid in full
6. No grant money will be paid for multiyear applications until the annual report/assessment has been made confirming all grant terms have been met
7. Any activities undertaken on the highway must comply with relevant legislation



## Appendix 3 to the minutes of Sherifffhales Parish Council held on the 10<sup>th</sup> January 2019

**Sherifffhales Parish Council Noticeboard Policy Introduction** This policy describes the proper use and maintenance of Sherifffhales Parish Council noticeboards.

**Background** Parish Councils are required to maintain a noticeboard for statutory notices to be published and other notices to be displayed. Notices displayed on a Parish noticeboard are for planning purposes advertisements as defined in section 336(1) of the town and country planning act 1990(as amended). This policy outlines the proper use and maintenance of noticeboards in the Parish.

**Location of Parish Noticeboards;** Physical noticeboards in Sherifffhales Parish are located at the top of Church Lane adjacent to the Layby. A smaller noticeboard is also located adjacent to the entrance to the cemetery at the bottom of The Rock. Official notices must by law be displayed on at least one of the physical noticeboards. Notices may also be published on the Parish Website.

**Use of Parish noticeboards** Parish boards may be used for official notices, statutory notices and community information notices.

**Official notices** Official notices include but are not limited to: Parish Council agenda. Parish Council minutes. Election notices and results Statutory notices relating to the Annual Audit. Notices advertising the Annual Parish Meeting. Notices advertising Parish Council Meeting dates. Contact details of Parish Clerk.

**Community information notices** Community information notices include but are not limited to: Notices from and for organisations and residents of Sherifffhales Parish. Notices from organisations outside the parish but being of interest to residents.

**The following are not normally to be displayed on the physical noticeboards:** Commercial advertisements. Publicity for any fundraising event or organisation that is not a charity. Political notices.

**Requirements to be met by advertisers** Notices should contain information on the date of posting and the date the notice should be taken down. If not clear from the notice the name and contact details of the author should be added to the notice. Notices should be factually correct and must not be critical or offensive to any person or organisation.

**Authority to use noticeboards and related matters** The Parish Clerk has the authority to display notices on the noticeboards. Community information notices will be displayed provided space is available however Official Notices will always take precedence. Counsellors can also advise on suitability of notices and receive material for publication from residents where necessary. Material should ideally be sent to the Clerk as a Hard Copy.

**Display of material on Parish Council website.** In addition to physical noticeboards the Parish Council has a website which is also used to display Parish Council agendas minutes and meeting dates, detail of Financial Regulations, Codes of Conduct, other Policies and links to other Websites. Material for posting on the Parish Council website should be sent in electronic format to the clerk in the first instance but is subject to a separate policy. **Fly posting** No material is to be displayed on the physical noticeboards without prior knowledge of the clerk and unauthorised notices or notices which are fly posted on public property around the Parish e.g. lampposts will be subject to removal by the council.

**Policy version 1.0, January 2019, Author Alan MacWhannell Policy review date February 2020**

**SHERIFFHALES PARISH COUNCIL**

**BANK RECONCILIATION**

**2018/19**

		Date	31/10/
<b>Accounts</b>	£	£	
Opening Balance Treasurer as at 01/04/18		52,446.64	
Business account		3,541.72	
Unpresented cheques		- 2,280.29	
		<u>53,708.07</u>	
Receipts 2018/9	17,691.29		
Payments 2018/19	7,982.99		
		<u>9,708.30</u>	
		<u><b>63,416.37</b></u>	
Treasurers Account		60,449.86	
Business Account		3,542.77	
Unpresented cheques		- 576.26	
<u>Unpresented receipts</u>		-	
		<u><b>63,416.37</b></u>	

Balance date: 01/11/2018

Signed:.....Date:.....

Chairman

Prepared by J Cree, Parish Clerk/RFO

**Unpresented cheques**

uncleared	1216	£30.00
uncleared	*	£11.06
	1244	£400.00
	1245	£35.20
	1246	£100.00

		<b><u>£576.26</u></b>	<b><u>£0.00</u></b>
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Date	Amount £	Item
27/04/2018	15,000.00	precept
27/04/2018	2690.24	county funding
09/04/2018	0.15	Lloyds interest
09/05/2018	0.15	Lloyds interest
11/06/2018	0.16	Lloyds interest
09/07/2018	0.14	Lloyds interest
09/08/2018	0.15	Lloyds interest
09/09/2018	0.16	Lloyds interest
09/10/2018	0.14	Lloyds interest
	<b>17,691.29</b>	

Date	Chq No	Amount	Description
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19/04/2018	1212	341.78	J CREE
19/04/2018	1213	85.40	INLAND REVENUE
	<b>April</b>	<b>427.18</b>	
20/05/2018	1214	355.46	J CREE
26/05/2018	1215	88.80	INLAND REVENUE
01/05/2018	1216	30.00	PLAYING FIELDS
15/05/2018	1217	0.00	cancelled
25/05/2018	1218	120.00	Accountability
01/06/2018	DD	98.24	1 AND 1
	<b>May</b>	<b>692.50</b>	
	<b>Total to date</b>	<b>1119.68</b>	
30/05/2018	1219	65.15	J CREE
14/06/2018	1220	348.39	J CREE
14/06/2018	1221	87.20	INLAND REV
	<b>June</b>	<b>500.74</b>	
	<b>Total to date</b>	<b>1620.42</b>	
06/07/2018	1222	100.00	SHROPSHIRE COUNCIL
06/07/2018	1223	96.60	PLAYSAFE
06/07/2018	1224	87.00	INLAND REVENUE
06/07/2018	1225	348.59	J CREE
19/07/2018	1226	120.00	Angela Horne
19/07/2018	1227	360.00	Alan Harding
19/07/2018	1228	258.75	Village Hall
19/07/2018	1229	607.50	Village Hall
	<b>July</b>	<b>1978.44</b>	
		<b>3598.86</b>	
31/07/2018	<b>1230</b>	<b>348.39</b>	J Cree
31/07/2018	<b>1231</b>	<b>87.20</b>	Inland Revenue
07/08/2018	<b>1232</b>	<b>250.00</b>	Royal British Legion
07/08/2018	<b>1233</b>	<b>20.00</b>	Sheriffhales PCC
	<b>DD</b>	<b>1618.91</b>	Public works loan
	<b>August</b>	<b>2324.50</b>	
		<b>5923.36</b>	
13/09/2018	<b>1234</b>	<b>348.59</b>	J Cree
13/09/2018	<b>1235</b>	<b>87.00</b>	Inland Revenue
13/09/2018	<b>1236</b>	<b>292.11</b>	SALC
	<b>September</b>	<b>727.70</b>	

		<b>6651.06</b>	
17/10/2018	<b>1237</b>	<b>0.00</b>	Cancelled
17/10/2018	<b>1238</b>	<b>87.20</b>	Inland Revenue
17/10/2018	<b>1239</b>	<b>121.14</b>	Archer Signs
17/10/2018	<b>1240</b>	<b>40.00</b>	ICO
17/10/2018	<b>1241</b>	<b>348.39</b>	J Cree
17/10/2018	<b>1242</b>	<b>200.00</b>	Royal British Legion
17/10/2018	<b>1243</b>	<b>0.00</b>	Came and Company
26/10/2018	<b>1244</b>	<b>400.00</b>	Sheriffhales Primary school
26/10/2018	<b>1245</b>	<b>35.20</b>	Bulbs
26/10/2018	<b>1246</b>	<b>100.00</b>	Sheriffhales Parish Magazine
	<b>October</b>	<b>1331.93</b>	
		<b>7982.99</b>	
08/11/2018	<b>1247</b>	<b>87.00</b>	INLAND REVENUE
08/11/2018	<b>1248</b>	<b>348.59</b>	J CREE
03/11/2018	<b>1249</b>	<b>90.00</b>	M EDWARDS
08/11/2018	<b>1250</b>	<b>30.00</b>	SHERIFFHALES PCC
08/11/2018	<b>1251</b>	<b>557.60</b>	MADLEYS
08/11/2018	<b>1252</b>	<b>500.00</b>	PCC / SCHOOL
	<b>1253</b>	<b>0.00</b>	CANCELLED
13/11/2018	<b>1254</b>	<b>399.00</b>	LAPTOP
19/11/2018	<b>1255</b>	<b>360.00</b>	GRASS CUTTING
19/11/2018	<b>1256</b>	<b>16.00</b>	RBL wreaths
	<b>November</b>	<b>2388.19</b>	
		<b>10371.18</b>	
31/12/2018	<b>1257</b>	<b>87.20</b>	
	<b>1258</b>	<b>348.39</b>	
	<b>December</b>	<b>435.59</b>	
		<b>10806.77</b>	
	<b>1259</b>	<b>149.98</b>	Lights
	<b>1260</b>	<b>397.97</b>	Came & Co
	<b>1261</b>	<b>570.00</b>	Invor Mapping
	<b>1262</b>	<b>87.20</b>	Inland Revenue
	<b>1263</b>	<b>348.39</b>	J Cree
	<b>January</b>	<b>1553.54</b>	
	<b>YTD</b>	<b>12360.31</b>	

<b>BUDGET comparison 2018/19</b>					
<b>Covering period : 01/04/18 - 31/12/18</b>					
<b><u>Receipts</u></b>	<b><u>Budget 2018/19</u></b>	<b><u>AMOUNT RECEIVED</u></b>	<b><u>BALANCE REMAINING</u></b>	<b><u>PROJECTED YTD TOTAL</u></b>	<b><u>COMMENTS</u></b>
Precept	15,000.00	15,000.00	0.00	£15,000.00	Received in full
Highways Grant	0.00	0.00	0.00		
Shropshire Council Grant	1,500.00	2,690.24	-1,190.24	£2,690.00	
Interest	0.00	1.05	-1.05	£1.00	
VAT Refund	0.00	0.00	0.00	£0.00	
<b>Total</b>	<b>16,500.00</b>	<b>17,691.29</b>	<b>-1,191.29</b>	<b>17,691.00</b>	
<b><u>Payments</u></b>	<b><u>Budget 2018/19</u></b>	<b><u>EXPENDITURE</u></b>	<b><u>BALANCE REMAINING</u></b>	<b><u>PROJECTED YTD TOTAL</u></b>	
Salaries	3,500.00	4,421.31	-921.31	5293.00	Clerks salary to 31/3/2019
Stationery/postage/printing/expen	500.00	433.45	66.55	0.00	
Telephone	0.00	0.00	0.00	0.00	
Transport Expenses	0.00	0.00	0.00	0.00	
Parish Magazine	220.00	500.00	-280.00	500.00	Back years claimed
Adverts	200.00	0.00	200.00	0.00	
Events	0.00	0.00	0.00	0.00	
Audit	300.00	120.00	180.00	120.00	Completed
Cllr/Clerks Training	300.00	0.00	300.00	0.00	
Conference Fees	30.00	0.00	30.00	0.00	
Elections	1,000.00	0.00	1,000.00	0.00	
Subscriptions/fees	350.00	543.98	-193.98	545.00	
General Power of Competence	90.00	0.00	90.00	0.00	
Insurance	800.00	397.97	402.03	400.00	Due November
Hire of Hall	250.00	916.25	-666.25	1100.00	Past years bills have had to be paid
Parish Plan	0.00	0.00	0.00	0.00	
Community donation / Civic Serv	250.00	655.20	-405.20	656.00	Bulbs / Civic
Playing field rent/maintenance	1,000.00	1,680.17	-680.17	1681.00	Annual inspection
Playing Field Loan	3,500.00	1,618.91	1,881.09	3500.00	To be paid
Tree Work	1,500.00	0.00	1,500.00	1500.00	To be completed
Bus shelter	10.00	0.00	10.00	0.00	
Parish Council Fundraising	150.00	0.00	150.00	0.00	
Notice Boards	50.00	0.00	50.00	0.00	
Footpath Maintenance	300.00	90.00	210.00	90.00	Spraying of path
Highway Maintenance	1,000.00	0.00	1,000.00	0.00	
Christmas Tree	200.00	124.98	75.02	200.00	
Lights Maintenance	0.00	0.00	0.00	0.00	
War Memorial	500.00	466.00	34.00	466.00	Silent soldier + B
Website	500.00	0.00	500.00	100.00	
S137	0.00	0.00	0.00	0.00	
Lightsource	0.00	0.00	0.00	0.00	
Page 20 of 20	<b>16,500.00</b>	Version 1 <b>11,968.22</b>	<b>4,531.78</b>	<b>16,151.00</b>	10/1/2019