



**Studley Parish Council**  
Parish Council Office, Village Hall  
High Street, Studley  
Warwickshire B80 7HJ

Telephone: 01527 853204  
[clerk@studleyparishcouncil.gov.uk](mailto:clerk@studleyparishcouncil.gov.uk)  
[www.studleyparishcouncil.gov.uk](http://www.studleyparishcouncil.gov.uk)

## **NOTICE OF MEETING**

**The next meeting of Studley Parish Council will be held on  
Tuesday 15th August 2023 starting at 7.00pm  
in the Council Chamber, Studley Village Hall B80 7HJ**

The meeting is open to members of the public who are welcome to address the council at agenda item 5 (Public Forum). Comments and questions may be put to the Parish Council with regard to this agenda or for future consideration. Individual speaking time may be restricted at the discretion of the Chairman. No further representations may be made at any other time in this meeting unless invited.

### **Summons**

Studley Parish Council members are hereby summoned to attend this meeting of the council at Studley Village Hall council chamber for the purpose of transacting the business detailed on the following pages.

Signed            *Liza Rose*  
Clerk/RFO

Date 10<sup>th</sup> August 2023

### **AGENDA**

- 1. Chairman's welcome**  
The Chairman will be pleased to welcome attendees to the meeting
- 2. Apologies**  
To receive apologies from absent members and record the reason for absence
- 3. Declarations of Interest**  
Members are reminded that to ensure transparency and retain public confidence in the council's decisions they are required to -
  - a) Keep their Register of Interests form up to date
  - b) Declare any Disclosable Pecuniary Interests (DPI) and any Other Registrable Interests (ORI) and any Non-Registerable Interest (NRI) relating to items on the agenda and the nature of those interests.
- 4. To consider grant of any dispensation requests**  
Written requests for the council to consider grant of dispensation to a councillor who has declared an interest in any item on the agenda must have been delivered to the Clerk prior to the start of the meeting.  
If granted by the council at this point in the meeting, the dispensation will allow the councillor with the stated interest to stay in the meeting and/or speak and/or vote. If a dispensation is not granted, the councillor must leave the meeting when relevant.

5. **Public Forum** (maximum duration for this agenda item will be 30 minutes).
  - a) Residents and members of the public.
  - b) Stratford District Ward members are invited to report to the meeting.
  - c) Warwickshire County Division member is invited to report to the meeting.
  
6. **Approval of draft minutes from previous council meeting**  
To approve the draft minutes of parish council meeting held 18/07/2023 - pgs 4-16
  
7. **Finance - Financial Information**
  - a) To approve schedule of payments – circulated separately
  - b) To receive and note interim payments made – circulated separately
  - c) To receive and note bank reconciliation up to 30/07/2023 – Circulated separately
  - d) To approve the amended Annual Governance Statement for financial year 2022/23
  - e) To approve amended Annual Accounting Statements for financial year 2022/23.
  - f) To agree to remove an ex councillor from banking signatories and payment approvals and, to add Cllr Penny Hunt to electronic authorisations.
  
8. **To receive a recommendation report regarding The Studley Allotments** – circulated separately.
  
9. **To appoint a representative for Studley in Business.**
  
10. **To discuss recommendations made by the Cemetery Committee – amendments to burial headstone heights.** Report circulated separately.
  
11. **To discuss and agree basis of use of the twelve new burial plots recently marked out in the cemetery.**
  
12. **To agree next steps for the return of missing asset, currently being held by a member of the public.** Report circulated separately.
  
13. **Items for Discussion and / or Decision: reports, if provided, are in separate documents.**
  - a) To discuss and agree the amount of £1320.00 liability relating to Studley Christmas Lights 2022.
  - b) To discuss and agree replacement of the Station Road bus shelter with a cost of £11387.50 of which match funding is available of £5693.75.
  - c) To discuss and agree Land Registry costs for Studley recreation ground and Pool Road car park – reports to be circulated.
  - d) To agree maintenance costs for Studley Nature Reserve.
  - e) To agree steps and costs for Remembrance Parade risk assessment.

**14. Clerk's Report: Updates from council officers to previous meetings and ongoing matters.**

- To note that a contractor has now been arranged by Studley Sports and Social Club to treat Japanese Knotweed growing on the SS&SC land.
- To note that the re siting of lamppost located on St Jude's Avenue has now been completed.
- To note that the Road Closure Application for the Remembrance Parade 2023 has been submitted to Stratford District Council.
- To note request made by tenant of the Bungalow to keep two cats has been approved via email from members.
- To note that the Corbizum Avenue path is being re-laid on 11<sup>th</sup> August 2023.

**15. To receive updates/reports from working parties.**

- a) Old Youth Centre
- b) Nature Reserve
- c) Community Engagement
- d) Trees, Street Furniture, Open Spaces
- e) Recreation Ground
- f) Neighbourhood Plan
- g) Street Lighting
- h) Allotments

**16. To receive update from representatives of;**

- a) Studley Community Library
- b) Studley Sports and Social Club
- c) Studley in Bloom
- d) Studley Youth Foundation
- e) Children & Family Partnership
- f) Studley Christmas Lights
- g) Royal British Legion

**17. To resolve to close the meeting to the public under the Public Bodies (Admission to Meetings) Act 1960 to allow for discussion of confidential matters.**

**18. An update on matters relating to a lease.**

**19. To note date and time of next meeting: 19th September 2023 at 7pm.**



## Studley Parish Council: Parish Council Meeting Minutes of meeting held on 18th July 2023, 7pm Studley Village Hall, High Street, B80 7HJ

**NB Minutes are draft until approved at the following meeting.**

**Members present** Cllr M Osborne - Chair, Cllr Py Hunt – vice-Chair, Cllr J Beard, Cllr C Britt, Cllr B Dixon, Cllr Ph Hunt, Cllr P Hencher-Serafin, Cllr J Palmer, Cllr D Collett, Cllr C Summers, Cllr L Kent, Cllr C Stone

**In attendance** Liza Rose – Clerk/RFO, Katharine Walters - Clerk  
K John – Administration Officer  
4 members of the public

**Minute 045. Agenda item 1. Chairman’s welcome.**

The Chairman welcomed everyone to the meeting.

**Minute 046. Agenda item 2. Apologies.**

None

**Minute 047. Agenda item 3. Declarations of interest.**

Members were reminded to keep their register entries up to date and to declare any Disclosable Pecuniary Interests (DPI), any Other Registrable Interests (ORI) and any Non-Registerable Interest (NRI) relating to items on the agenda and the nature of those interests.

None disclosed.

**Minute 048. Agenda item 4. To consider grant of any dispensation request.**

None

**Minute 049. Agenda item 5. Public Forum** (maximum duration for this agenda item will be 30 minutes).

d) Residents and members of the public.

None

Stratford District Ward members are invited to report to the meeting.

Cllr Edden had no update.

Cllr Hencher-Serafin reported that he had been involved with issues regarding the alleyway from Crooks Lane to the Slough, specifically overgrown hedgerows. Maintenance of Lansdowne Road to Lansdowne Crescent and then to Node Hill is being investigated.

e) Warwickshire County Division member is invited to report to the meeting. Cllr Justin Kerridge advised the issue with flooding in the Littlewood Green and Pool Road alleyway was currently being investigated. Funding is

available for the installation of disabled access gates on rural footpaths. He is also currently looking at local bus routes to ensure these are accessible.

**Minute 050. 7:14pm Cllr Summers left the meeting to attend to an emergency.**

**Minute 051. Agenda item 6. Approval of draft minutes from previous council meeting**

The minutes of the parish council meeting held 20/06/2023 were **approved**.

**Minute 052. Agenda item 7. Finance - Financial Information**

- g) To approve schedule of payments – The list was circulated and **agreed**. Pgs. 23-25
- h) To receive and note bank reconciliation up to 30/06/2023. Pgs. 26-27  
Members received and noted the bank reconciliation.
- i) To receive and note summary budget review up to 30/06/2023. Pgs. 28-30  
Members received and noted the budget review.
- j) To discuss and agree costs for the re-laying of Corbizum Avenue path.  
Members **agreed** the amended specification and quotation from Mc Donald surfacing.
- k) To agree to employ DKE Audit Services for the 2023/24 internal audit.  
It was agreed to employ DKE Audit Services to carry out the 2023/24 internal audit.
- l) To discuss and agree costs submitted for the service/repair of the internal CCTV system.  
It was **agreed** to raise an order for the yearly CCTV contract and to obtain further detail once an engineer had been in attendance for any other work which may be required.
- m) To **agree** revised specification and quotation for Corbizum Avenue pathway  
See item d).

**Minute 053. Agenda item 8. To receive update regarding the Neighbourhood Development Plan (NDP) and agree costs of £1972.00**

for the posting of housing survey needs packs to each dwelling across the parish registered on the Electoral Roll. The last housing survey was done in 2018 and is now obsolete. All other costs to be paid by Warwickshire Rural Community Council.

Members **agreed** the cost of £1972.00 for the use of the NDP. Members were reminded that a Clerk must be present at future meetings. It was also noted that a member of the public had been invited to the NDP working party without a vote of council.

**Minute 054. Agenda item 9. To receive presentation from Cllr. Stone regarding Studley Skate Park.**

Cllr Stone gave a presentation on the re generation of the Skatepark and recreation ground. Discussions were held and a Skate Park Regeneration working group was formed with members as follows.

Cllrs Phil Hunt, Lee Kent, David Collett and Craig Stone.

**Minute 055. Agenda item 10. Items for Discussion and / or Decision:**

- f) Remembrance parade to take place on 12<sup>th</sup> November 2023 – Council to arrange road closure after official notification from the Royal British Legion. It was **agreed** that the Clerk would arrange the road closure for the parade.
- g) The indoor Christmas Market to take place on Friday 24<sup>th</sup> November 2023. Office staff requested delegated powers to continue with all arrangements, including a charge for each table of £15.00. It was **agreed** that the indoor Christmas Fayre could go ahead, and that the office staff given delegated power to continue with arrangements.
- h) To agree the annual Circus Ginnette visit on 17<sup>th</sup> to 23<sup>rd</sup> of June 2024 and cost of hire for the recreation ground. Members **agreed in principle** that Circus Ginnette could have use of the recreation ground from 17<sup>th</sup> to 23<sup>rd</sup> June 2024, but the hire cost was not agreed or discussed at this time.
- i) To discuss and agree detail regarding new bench on Castle Road. Members **agreed** to the siting of a new bench on Castle Road, to be paid for by a member of the public. It was also **agreed** that Council would take on future maintenance of the bench. The Clerk recommended the council discuss and adopt a policy for the maintenance of gifted assets.

**Minute 056. Agenda item 11. Clerk's Report: Updates from council officers to previous meetings and ongoing matters.**

- To note an issue with Japanese Knotweed found on SS&SC land.
- To note that the recreation ground fence along Crook's Lane has now been replaced.
- To note, the broken Manhole cover has now been repaired on Brickyard Lane Playing Fields.
- To note, the Partial closure of Skatepark.
- To note, an email received from Studley Sports and Social Club regarding Brickyard Lane Playing Fields.
- To note communications fault within the office.
- ATC lease has now been completed.
- To note, the trophy to be presented to the winner of the Garden Frontage Awards.

Updates were **noted** by members.

**Minute 057. Agenda item 12. To receive updates/reports from working parties.**

**i) Old Youth Centre**

Cllr Phil Hunt has amended the business plan and has a meeting arranged with the Clerk to review the plan in readiness for submission to Warwickshire County Council.

**j) Nature Reserve**

Cllr Britt requested members to note the following.

- i. A recent meeting has been postponed, but is due to take place shortly.
- ii. A temporary camp/den has been built on the boundary line between the nature reserve and Brickyard Lane playing fields.
- iii. The Ecology survey is almost complete.

- iv. There is an issue with a member of the public dumping cuttings and clay on the grounds.
- k) Community Engagement**  
Cllr Hunt reported that members of the working group were currently dealing with Christmas Lights Switch on and the Christmas Fayre. The working group are also looking into providing a D Day event in 2024 and will report back at the next SPC meeting.
- l) Trees, Street Furniture, Open Spaces**  
Members are currently looking at a replacement bus shelter for Station Road. It has been suggested that the new shelter should have a sedum roof. The office is current entering the village bins onto council software and the group are now looking at how many replacements are required.
- m) Recreation Ground.**  
Cllr Palmer informed members that there were no new updates but had reported that signs required cleaning or replacement due to graffiti. Some of the benches are sited on the Millennium Green Trust site.
- n) Neighbourhood Plan**  
This item had been discussed at Agenda item 8.
- o) Street Lighting** – Did not have an update and the group had not yet met.

**Minute 058. Agenda item 13. To receive update from representatives of;**

- h) Studley Community Library**  
A representative of the council had not been invited to the Annual AGM. Clerks would write to the Library to remind them of this requirement.
- i) Studley Sports and Social Club**  
A trustees meeting had recently been held with prominent discussions regarding Brickyard Lane Playing fields and Japanese knotweed on the grounds of SS&SC
- j) Studley in Bloom**  
Currently working on fundraising after having to empty and re fill all plant boxes with peat free compost around the village due to bug found within the soil.
- k) Studley Youth Foundation**  
The Youth Foundation are currently running every fortnight at the Methodist Church and currently have twelve to fifteen children in attendance. A trip to Western Super Mare has been organised.
- l) Children & Family Partnership**  
The group require more volunteers and are currently fundraising. Their cook and eat course received an excellent response and they are now investigating a Swap Shop for children to swap toys.
- m) Studley Christmas Lights**  
It was reported that the Treasurer has requested a meeting with Council. The Clerk will arrange this.
- n) Royal British Legion**  
Item covered in Agenda item 10a.

**Minute 059. Agenda item 014. To resolve to close the meeting to the public under the Public Bodies (Admission to Meetings) Act 1960 to allow for discussions of confidential matters.**

**Minute 060. Agenda item 015. To discuss and agree recommendations made by the Staffing Committee on 12<sup>th</sup> July 2023.**

Cllr Hencher-Serafin, Chairman of the Staffing Committee put forward a recommendation made by the Staffing Committee which members **agreed** to accept.

**Minute 061. Agenda item 16. To discuss and agree matters relating to a lease.**

Members **agreed** on the issue of a letter to the leasee. Confidential minutes dated 18<sup>th</sup> July 2023.

**Minute 062. With the time being 9pm the Chairman suspended Standing Orders until the conclusion of all business.**

**Minute 063. Agenda item 17. To discuss matters relating to land.**

Members were updated with details on the purchase of the cemetery extension. The offer amount was **discussed and agreed**. Detail contained in the confidential minutes dated 18<sup>th</sup> July 2023.

**Minute 064. Agenda item 018. To note date and time of next meeting:**

The next meeting was noted as taking place on 22<sup>nd</sup> August 2023, but was subsequently changed to **15<sup>th</sup> August 2023 at 7pm.**

***This meeting closed at 9:25pm***

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

**Chairman, Studley Parish Council**



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## Studley Parish Council

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## Invoices Due for Payment by 22 August 2023

For Creditors

Pay by Electronic Payment

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due	
<b>G S Adams Ltd [ADAMS]</b>									
23/05/2023	ON ACC 412		<i>P/Ledger Electronic Payment</i>		23/05/2023	-553.93		0.00	
30/06/2023	20087/21189	463	<i>Street light maintenance</i>		30/06/2023	553.93		0.00	
30/06/2023	20088/21178	464	<i>Relocate lamp 15 St Judes</i>	04	30/06/2023	1,494.00		1,494.00	
Telephone :01527 857718						<b>Total of Invoices Due (ADAMS)</b>	<b>1,494.00</b>	<b>0.00</b>	<b>1,494.00</b>
<b>AquAid (Midlands and South Wales) [AQU]</b>									
30/06/2023	252910	462	<i>Water &amp; sanitisation</i>		30/06/2023	44.27		44.27	
Telephone :01789 778345						<b>Total of Invoices Due (AQU)</b>	<b>44.27</b>	<b>0.00</b>	<b>44.27</b>
<b>Arden Pest Control [ARDEN]</b>									
13/07/2023	1522	478	<i>Dunstall pest control</i>		13/07/2023	50.00		50.00	
13/07/2023	1544	479	<i>Dunstall pest control 7/7/23</i>		13/07/2023	50.00		50.00	
Telephone :07983 358569						<b>Total of Invoices Due (ARDEN)</b>	<b>100.00</b>	<b>0.00</b>	<b>100.00</b>
<b>TTS [BOXER]</b>									
28/06/2023	16193	461	<i>IT Support</i>		28/07/2023	175.20		175.20	
Telephone :01527 850082						<b>Total of Invoices Due (BOXER)</b>	<b>175.20</b>	<b>0.00</b>	<b>175.20</b>
<b>Excel Telecommunications Network Ltd [EXCEL]</b>									
07/07/2023	967232	481	<i>Office phone and BB</i>		21/07/2023	95.26		95.26	
07/07/2023	967234	482	<i>Library phone &amp; BB</i>		21/07/2023	39.86		39.86	
Telephone :01527 527747						<b>Total of Invoices Due (EXCEL)</b>	<b>135.12</b>	<b>0.00</b>	<b>135.12</b>
<b>Institute of Cemetery &amp; Crematorium Mgt [ICCM]</b>									
11/07/2023	4640/2023/24	485	<i>ICCM Subscription</i>		11/07/2023	95.00		95.00	
						<b>Total of Invoices Due (ICCM)</b>	<b>95.00</b>	<b>0.00</b>	<b>95.00</b>
<b>P A Janes [JANES]</b>									
27/06/2023	0020	468	<i>Erect emergency fencing</i>		27/07/2023	180.00		180.00	
30/06/2023	00010	467	<i>Access holes in skatepark</i>		30/07/2023	650.00		650.00	
Telephone :07957 305184						<b>Total of Invoices Due (JANES)</b>	<b>830.00</b>	<b>0.00</b>	<b>830.00</b>
<b>Frank Meadows [MEADOWSF]</b>									
30/06/2023	97	460	<i>Repair broken manhole at BYL</i>		30/06/2023	158.62		158.62	
Telephone :07598 624244						<b>Total of Invoices Due (MEADOWSF)</b>	<b>158.62</b>	<b>0.00</b>	<b>158.62</b>
<b>Mercian Skip Hire Midlands Ltd [MERCIAN]</b>									
23/05/2023	ON ACC 409		<i>P/Ledger Electronic Payment</i>		23/05/2023	-210.00		0.00	

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**Studley Parish Council**

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**Invoices Due for Payment by 22 August 2023**

**For Creditors**

**Pay by Electronic Payment**

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due	
18/07/2023	OUT-90642	487	Cemetery Skip		18/07/2023	210.00		0.00	
18/07/2023	OUT-93147	488	Cemetery Skip June		18/07/2023	210.00		210.00	
18/07/2023	OUT-92068	489	Cemetery Skip 01/06		18/07/2023	210.00		210.00	
Telephone :0121 458 7383						<b>Total of Invoices Due (MERCIAN)</b>	<b>420.00</b>	<b>0.00</b>	<b>420.00</b>
<b>Parish Council Websites [PARISHCOUN]</b>									
22/06/2023	INV-2207	457	Domain SPC.org		30/07/2023	12.00		12.00	
						<b>Total of Invoices Due (PARISHCOUN)</b>	<b>12.00</b>	<b>0.00</b>	<b>12.00</b>
<b>Robert Wheeler [ROBERTWHEE]</b>									
09/06/2023	003	458	Memorial hedge cutting		09/06/2023	20.00		20.00	
						<b>Total of Invoices Due (ROBERTWHEE)</b>	<b>20.00</b>	<b>0.00</b>	<b>20.00</b>
<b>SLCC</b>									
17/07/2023	MEM244490-1	492	SLCC membership Rose		17/07/2023	265.00		265.00	
Telephone :01823 253646						<b>Total of Invoices Due (SLCC)</b>	<b>265.00</b>	<b>0.00</b>	<b>265.00</b>
<b>SPC Staff Salaries [SPCPAYROLL]</b>									
17/07/2023	JULY 23	493	Staff Salaries		17/07/2023	5,737.80		5,737.80	
						<b>Total of Invoices Due (SPCPAYROLL)</b>	<b>5,737.80</b>	<b>0.00</b>	<b>5,737.80</b>
<b>Southern Electric [SSE]</b>									
03/05/2023	0041	425	Energy		03/05/2023	-161.95		0.00	
02/06/2023	361847681/0031	447	Energy		02/06/2023	38.26		0.00	
						<b>Total of Invoices Due (SSE)</b>	<b>-123.69</b>	<b>0.00</b>	<b>0.00</b>
<b>Jon Vale Gardens [VALE]</b>									
13/06/2023	15	454	Mowing 10, 18 & 24		13/06/2023	624.00		624.00	
Telephone :01527 852032						<b>Total of Invoices Due (VALE)</b>	<b>624.00</b>	<b>0.00</b>	<b>624.00</b>
<b>Viking Raja Group [VIKING]</b>									
23/06/2023	2640803	456	Stationery		23/07/2023	81.53		81.53	
						<b>Total of Invoices Due (VIKING)</b>	<b>81.53</b>	<b>0.00</b>	<b>81.53</b>
<b>Warks &amp; West Mids Ass of Local Councils [WALC]</b>									
13/07/2023	461	491	Intro to planning training		13/07/2023	19.20		19.20	
Telephone :01789 472616						<b>Total of Invoices Due (WALC)</b>	<b>19.20</b>	<b>0.00</b>	<b>19.20</b>
<b>K Walters [WALTERS]</b>									

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Invoices Due for Payment by 22 August 2023

For Creditors

Pay by Electronic Payment

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
18/07/2023	EXP JULY	486	SLCC membership		18/07/2023	222.00		222.00
Total of Invoices Due (WALTERS)						222.00	0.00	222.00
<b>Warwickshire Pension Fund [WPF]</b>								
18/07/2023	JULY 23	490	Pension contributions		18/07/2023	2,064.60		2,064.60
Total of Invoices Due (WPF)						2,064.60	0.00	2,064.60
Total of Invoices Due (Creditors)						12,374.65	0.00	12,498.34
<b>TOTAL OF INVOICES DUE (ALL LEDGERS)</b>						<b>12,374.65</b>	<b>0.00</b>	<b>12,498.34</b>

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Studley Parish Council

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Invoices Due for Payment by 22 August 2023

For Creditors

Pay by Direct Debit

Invoice Date	Invoice No.	Ref No.	Invoice Detail	Authorise Ref	Date Due	Amount Due	Discount To Claim	Net Amount due
<b>Biffa Waste Services Limited [BIFFA]</b>								
30/06/2023	612C73716	466	Waste removal Dunstall		30/07/2023	97.36		97.36
Total of Invoices Due (BIFFA)						97.36	0.00	97.36
Total of Invoices Due (Creditors)						97.36	0.00	97.36
<b>TOTAL OF INVOICES DUE (ALL LEDGERS)</b>						<b>97.36</b>	<b>0.00</b>	<b>97.36</b>

Date: 14/07/2023

Studley Parish Council

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Time: 15:04

**Bank Reconciliation Statement as at 30/06/2023  
for Cashbook 3 - Unity Trust Account**

User: 7240.L.ROSE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Unity Trust Bank	30/06/2023	3233	129,590.84
			<u>129,590.84</u>
<b><u>Unpresented Payments (Minus)</u></b>			<b><u>Amount</u></b>
26/05/2023 BACS Studley Daytime WI		60.00	
			<u>60.00</u>
			129,530.84
<b><u>Unpresented Receipts (Plus)</u></b>			
		0.00	
			<u>0.00</u>
			129,530.84
		<b>Balance per Cash Book is :-</b>	<b>129,530.74</b>
		<b>Difference Excluding Adjustments is :-</b>	<b>0.10</b>
<b><u>Adjustments to Reconciliation</u></b>			
30/06/2023 TO BALANCE Viking underpair by .10		0.10	
			<u>0.10</u>
		<b>Unreconciled Difference is :-</b>	<b>0.00</b>

Date: 17/07/2023

Studley Parish Council

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Time: 13:05

**Bank Reconciliation Statement as at 30/06/2023  
for Cashbook 1 - Current Account**

User: 7240.L.ROSE

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current Account	30/06/2023	756	42,641.30
			<u>42,641.30</u>
<b><u>Unpresented Payments (Minus)</u></b>			<b><u>Amount</u></b>
		0.00	
			<u>0.00</u>
			42,641.30
<b><u>Unpresented Receipts (Plus)</u></b>			
		0.00	
			<u>0.00</u>
			42,641.30
		<b>Balance per Cash Book is :-</b>	<b>42,641.30</b>
		<b>Difference is :-</b>	<b>0.00</b>

**Bank Reconciliation Statement as at 30/06/2023  
for Cashbook 2 - Moneymaster Deposit Account**

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
MoneyMaster Account	30/06/2023	208	128,700.09
			<u>128,700.09</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			128,700.09
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			128,700.09
		<b>Balance per Cash Book is :-</b>	<b>128,700.09</b>
		<b>Difference is :-</b>	<b>0.00</b>

## Detailed Income &amp; Expenditure by Budget Heading 18/07/2023

Month No: 4

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>101 Burial Ground</u>							
1100 Burial fees	8,495	7,500	(995)			113.3%	
1101 Grave Digger Fees	2,475	2,000	(475)			123.8%	
1102 Memorial Fees	640	1,000	360			64.0%	
1104 Exclusive Right of Burial	8,125	0	(8,125)			0.0%	
4100 Grass Cutting	(1,985)	(3,000)	1,015		1,015	66.2%	
4107 Grave Digger Fees	(2,875)	(2,000)	(875)		(875)	143.8%	
4110 Rates	(322)	(1,500)	1,178		1,178	21.5%	
4115 Skips	(525)	(2,400)	1,875		1,875	21.9%	
4200 Subscriptions	0	(100)	100		100	0.0%	
4205 General Maintenance	0	(2,150)	2,150		2,150	0.0%	
<u>201 Allotments</u>							
1200 Allotment rents	0	8,220	8,220			0.0%	
1205 Wayleave income	107	107	(0)			100.4%	
4100 Grass Cutting	(7)	0	(7)		(7)	0.0%	
4115 Skips	0	(300)	300		300	0.0%	
4202 Not met payment	0	(200)	200		200	0.0%	
4203 Allotments refunds	(67)	0	(67)		(67)	0.0%	
4204 Allotment Grant	0	(590)	590		590	0.0%	
4205 General Maintenance	(210)	(2,000)	1,790		1,790	10.5%	
4210 Water Charges	(362)	(1,500)	1,138		1,138	24.1%	
4215 Allotmnt Rental SDC	0	(350)	350		350	0.0%	
4216 Key Cutting	(17)	0	(17)		(17)	0.0%	
4220 Fencing	0	(1,000)	1,000		1,000	0.0%	
4230 Hedge Cutting	0	(250)	250		250	0.0%	
<u>301 Street Lighting</u>							
1305 Christmas Lights	0	6,500	6,500			0.0%	
1409 Reimbursement Gen Maintenance	2,388	0	(2,388)			0.0%	
4205 General Maintenance	(2,630)	(5,000)	2,370	(5,000)	(2,630)	152.6%	
4300 Energy	(3,225)	(22,500)	19,275	(22,500)	(3,225)	114.3%	
4305 Christmas Lights	0	(4,000)	4,000	(4,000)	0	100.0%	
4310 Replacement lighting	0	(5,000)	5,000	(5,000)	0	100.0%	
<u>401 Recreation, Open Spaces</u>							
1400 Litter Picking	(175)	0	175			0.0%	
1405 Hire of Recreation Ground	200	200	0	200		200.0%	
4100 Grass Cutting	(1,165)	(7,000)	5,835	(7,000)	(1,165)	116.6%	
4115 Skips	(55)	(1,500)	1,445		1,445	3.7%	
4205 General Maintenance	(2,239)	(2,000)	(239)	(2,000)	(2,239)	211.9%	
4206 Inspection Fee	0	(400)	400	(400)	0	100.0%	
4207 Tree maintenance	0	(2,000)	2,000	(2,000)	0	100.0%	

## Detailed Income &amp; Expenditure by Budget Heading 18/07/2023

Month No: 4

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4400 Litter Picking	(1,597)	(6,000)	4,403	(6,000)	(1,597)	126.6%	
4410 Equipment	0	(3,000)	3,000		3,000	0.0%	
4415 Public Open Space	(340)	(2,000)	1,660	(2,000)	(340)	117.0%	
4420 Play area refurb, repairs	0	(500)	500	(500)	0	100.0%	
4421 Skate Park	0	(2,000)	2,000	(2,000)	0	100.0%	
4425 Benches	0	(2,500)	2,500	(2,500)	0	100.0%	
4426 Bins & Bin maintenance	(133)	(1,000)	867		867	13.3%	
<u>501 Grants, non-s137</u>							
4500 Grants, non-s137	(436)	(12,000)	11,564	(12,000)	(436)	103.6%	
<u>601 Office Rental</u>							
1415 Income Rental & Expenses	30	0	(30)			0.0%	
4410 Equipment	0	(2,000)	2,000	(2,000)	0	100.0%	
4600 Office rental and overheads	(2,000)	(4,500)	2,500	(4,500)	(2,000)	144.4%	
4601 Library rent	(2,500)	(4,500)	2,000	(4,500)	(2,500)	155.6%	
<u>603 ATC</u>							
4205 General Maintenance	0	(2,000)	2,000		2,000	0.0%	
4815 Insurance	0	(400)	400	(400)	0	100.0%	
<u>701 Salary, NI &amp; PAYE</u>							
4700 Salaries - NET	(22,951)	(76,000)	53,049		53,049	30.2%	
4701 Pension - Staff	(4,129)	(3,540)	(589)		(589)	116.6%	
4702 Pension Contribs - Employer	(2,065)	(12,000)	9,935		9,935	17.2%	
4705 N.I. Staff	(2,101)	(5,310)	3,209		3,209	39.6%	
4706 N.I. Employer	(2,896)	(12,000)	9,104		9,104	24.1%	
4710 PAYE	(3,163)	(7,080)	3,917		3,917	44.7%	
<u>801 General Administration</u>							
1076 Precept	115,066	232,481	117,416	232,481		149.5%	
1078 Misc Income	(60)	0	60			0.0%	
1416 Loan repayments	0	4,867	4,867			0.0%	
1801 Rental from Leases	850	0	(850)			0.0%	
1803 Rental Income - Bungalow	1,262	10,584	9,322			11.9%	
1805 PWLB Loan	793	0	(793)			0.0%	
1810 Bank Interest accrued	1,079	3,000	1,921			36.0%	
1911 Christmas Fayre	0	105	105			0.0%	
4200 Subscriptions	(3,590)	(3,000)	(590)		(590)	119.7%	
4205 General Maintenance	0	(2,000)	2,000		2,000	0.0%	
4410 Equipment	0	(1,000)	1,000		1,000	0.0%	
4603 Legal Fees & Expenses	(5,165)	(4,000)	(1,165)		(1,165)	129.1%	
4605 Sundry Expenses	(298)	(1,000)	702		702	29.8%	
4606 Newsletter costs	0	(2,000)	2,000		2,000	0.0%	

## Detailed Income &amp; Expenditure by Budget Heading 18/07/2023

Month No: 4

## Cost Centre Report

	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4609 Water & Sanitisation	(180)	(300)	120		120	60.0%	
4620 Website costs	(10)	0	(10)		(10)	0.0%	
4625 Photocopier costs	(667)	(2,000)	1,333		1,333	33.3%	
4650 Telephone & Internet	(556)	(2,500)	1,944		1,944	22.2%	
4651 IT Support	(292)	(1,000)	708		708	29.2%	
4655 Stationery	(953)	(1,500)	547		547	63.5%	
4656 Postage costs	0	(300)	300		300	0.0%	
4711 Payroll services	0	(264)	264		264	0.0%	
4715 Travel expenses	(27)	(200)	174		174	13.3%	
4810 Audit Fee	(702)	(1,500)	798		798	46.8%	
4815 Insurance	(6,753)	(5,000)	(1,753)		(1,753)	135.1%	
4817 HR Services	0	(2,500)	2,500		2,500	0.0%	
4820 Amenity Cleansing	0	(300)	300		300	0.0%	
4825 Training Fees	(115)	(3,000)	2,885		2,885	3.8%	
4830 Election Costs	0	(6,000)	6,000		6,000	0.0%	
4835 Lengthsman	0	(3,000)	3,000		3,000	0.0%	
4839 Bungalow Expenditure	(97)	(1,500)	1,403		1,403	6.5%	
4845 Library Expenditure inc rent	0	(500)	500		500	0.0%	
4857 In-house CCTV & Maint	0	(1,000)	1,000		1,000	0.0%	
4860 Studley Village Hall	(75)	0	(75)		(75)	0.0%	
4875 Civic Costs	0	(2,000)	2,000		2,000	0.0%	
4876 Event costs	(400)	(1,000)	600		600	40.0%	
4877 NDO Grant Expenditure	12,216	0	12,216		12,216	0.0%	
4881 Refreshments	0	(500)	500		500	0.0%	
4890 PWLB Loan Capital	(5,167)	(10,500)	5,333		5,333	49.2%	
4891 PWLB Loan Interest	(865)	(1,500)	635		635	57.7%	
4910 Bank charges	(55)	(150)	95		95	36.4%	
<u>803 External CCTV</u>							
4316 CCTV village	0	(6,000)	6,000		6,000	0.0%	
<u>901 S137 Grants</u>							
4900 S137 Grants	0	(1,000)	1,000		1,000	0.0%	
<b>Grand Totals:- Income</b>	<b>141,274</b>	<b>276,564</b>	<b>135,290</b>			<b>51.1%</b>	
<b>Expenditure</b>	<b>73,744</b>	<b>293,084</b>	<b>219,340</b>	<b>84,300</b>	<b>135,040</b>	<b>53.9%</b>	
<b>Net Income over Expenditure</b>	<b>67,530</b>	<b>(16,520)</b>	<b>(84,050)</b>				
<b>Movement to/(from) Gen Reserve</b>	<b>67,530</b>						