



MINUTES OF MEETING OF EAST WOODHAY PARISH COUNCIL
24 July 2023
19:30 East Woodhay Village Hall

Chairman: Cllr Hurst (Chair)

Present: Cllrs M Hainge, G Dick, M Rand, S Cooper, C Roots

In Attendance: Cllr G Falconer

Clerk: Amy White

Item 1: 39/23 Apologies

Apologies received and accepted from Cllr Mitchell, Cllr Titcomb, Cllr Bowden. Cllr Mitchell has announced his intention to resign in the next few months, supporting the handover of finance committee chairmanship.

Item 2: 40/23 Declarations of Interest

None.

Item 3: 41/23 To approve Minutes of Meeting held 26 June 2023

The Minutes were accepted as a true record and signed by the Chairman, Cllr Hurst.

Item 4: 42/23 Actions arising from Full Council Meeting held on 26 June 2023

Item	Action	Owner
29/23	Clerk will invite Kieron Venn to the next PC meeting. Actioned- He is unable to join us due to shift commitments but the Clerk will continue to invite him to subsequent meetings.	Clerk Clerk
	Clerk will ask Graham Falconer which ward councillor has the policing portfolio, to engage further support and understanding. Actioned: No one councillor has policing portfolio.	
	Cllr Bowden will contact the Chief Constable of Hampshire and the Isle of Wight, Scott Chilton, to propose a piece of work around community	Cllr Bowden

	engagement with parishes. He will generate a project briefing note for the council. In action- Cllr Bowden will present at the September meeting.	
31/23	Clerk will contact local CCTV supplier for an extra quote for CCTV. Actioned-supplier did not respond after a request to meeting on site and the Amenities Committee therefore decided to continue with Cybertronix.	Clerk
32/23	All Councillors to update the wording on councillor roles on the table by next meeting for the Clerk to add to the website. In action: The Clerk has received updates from Planning, Highways and Amenities.	All Cllrs

Item 5: 43/23 Borough and County Councillor Reports

Cllr Falconer updated on the 460-house application in West Berkshire, very close to the Hampshire border, which, coupled with the new application from Bewley homes for 270 homes at Wash Water, would create a huge number of houses at the West Berks/Hants border should both be approved. See Item 6 below.

Item 6: 44/23 Planning

Planning Committee Minutes are on the EWPC website. Bewley Homes has submitted another application for 270 houses at Wash Water. Planning Committee will be responding and this will be available on the EWPC website.

Item 7: 45/23 Amenities

Amenities Committee Minutes are on the EWPC website.

CCTV: Cllr Rand updated the council on the spec needed for the CCTV system upgrade. In principle, the council agreed to the request for a separate laptop/tablet which will be used for CCTV image capture. The cost for the full upgrade is estimated to be £5000. Cllr Rand is investigating exactly what will be needed and will report back at the next full council meeting.

Boardwalk: The Clerk will be meeting with Corinne Davis-Cooke, Hampshire Ranger, on 27 July to discuss the issues with the boardwalk off Trade St and grant funding opportunities.

Item 8: 46/23 ASB/Police Updates

Cllr Hurst and Cllr Falconer have met with Benjamin Esprit, CSPO on site at Copnor Close to discuss the ASB issues reported. Benjamin has agreed to increase patrols. The Clerk has also reported the issues to the customer service team at Vivid.

Item 9: 47/23 Footpaths Update

Cllr Watson will meet with Corinne Davis-Cooke to measure up the first stiles identified at East End for conversion to gates.

Item 10: 48/23 Highways

The Highways report can be found on the EWPC website.

A343 resurfacing is in the HCC's project log from Wash Water to Penwood. See the link in the report for the up to date proposed road closures.

Item 11: 49/23 Finance Update

Finance Committee Report is at the end of the Minutes.

a. Accounts for payment:

The Clerk presented the following amounts for payment:

Date invoiced	Budget line	Explanation	Total
17-May-23	Footpaths	West Berks and Oxon Training- brushcutter training for volunteer warden	£ 200.00
17-May-23	VAT	West Berks and Oxon Training- brushcutter training for volunteer warden	£ 40.00
29-Jun-23	Administration	Ostrich Print- banner printing for EWPC	£ 89.00
29-Jun-23	VAT	Ostrich Print- banner printing for EWPC	£ 17.80
6-Jul-23	CCTV	Cybertronix Annual Support for 9 cameras (5 EWPC, 4 WHCH)	£ 600.00
6-Jul-23	VAT	Cybertronix Annual Support for 9 cameras (5 EWPC, 4 WHCH)	£ 120.00
10-Jul-23	Misc Maintenance	Payment to Cllr Bowden for gas canister used in nail gun to repair boules court fencing	£ 15.00
7-Jul-23	Administration	WHCH hire for EWPC meetings	£ 54.00
26-Jun-23	Misc Maintenance	JKH Masonry- cleaning of East End War Memorial	£ 675.00
26-Jun-23	VAT	JKH Masonry- cleaning of East End War Memorial	£ 135.00
27-Jul-23	Pension Contribution	Nest Direct Debit	£ 70.27
27-Jul-23	Litter Warden Salary		£ 451.53
27-Jul-23	Litter Warden Exps		£ 35.00
27-Jul-23	Clerk's Salary		£ 693.73
27-Jul-23	PAYE	HMRC Month 4	£ 177.36
27-Jun-23	Payroll Admin	Red76 Payroll for June 23 Inv 6394	£ 16.00
27-Jun-23	VAT	Red76 Payroll for June 23 Inv 6394	£ 3.20
Total:			£ 3,392.89

Natwest Current Account Balance as at 30/06/2023: £18953.28

Council agreed to pay Cllr Bowden £15 in expenses for the use of his nail gun in repairing the broken fencing at the boules court.

The Internal Audit report received was clarified with the auditor, and is now published on the website under Statutory Documents.

Item 12: 50/23 Items to carry forward to next meeting

Usual items; Cllr Bowden report, SID grant request update

**EAST WOODHAY PARISH COUNCIL
FINANCE TEAM UPDATE
Presented to EWPC 24th July 2023**

1. SUMMARY

- Bank Accounts £59,981 (Current £18,917 Redwoods £41,064)

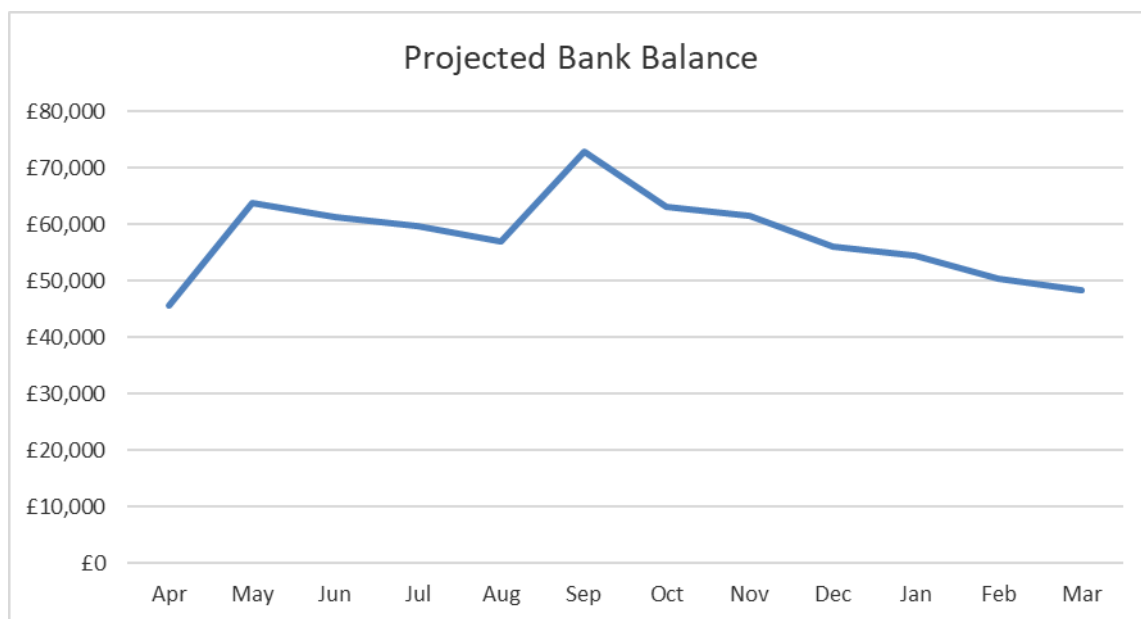
- a. INCOME STATEMENT
 - 50% Precept £16,811
 - Grass cutting Grant £2,072
 - Litter Warden Grants £5,418
 - SIL £5,215
 - Grant for Brushcutter training £1,051
 - CIL Funding £4,164
 -

- b. EXPENSE STATEMENT EXEC SUMMARY (Following list not conclusive)
 - £1,456 Insurance
 - £1,075 Annual Maintenance
 - £820 HALC Affiliation
 - £600 CCTV Support
 - £550 Gate repair WH Rec

- c. CAPITAL STATEMENT EXECUTIVE SUMMARY
 - £9,837 S106 from 2019/20 for spend on Community Orchard

2. CASHFLOW PROJECTIONS

Including ring fenced projects in (c)



Further details can be found further down this report.

CATEGORY	Sum of INCOME	Sum of EXPENSE	Sum of BALANCE
ANNUAL	£ 27,768	£ 21,920	£ 5,848
GRANTS	£ 5,216	£ 111	£ 5,105
Grand Total	£ 32,983	£ 22,031	£ 10,953

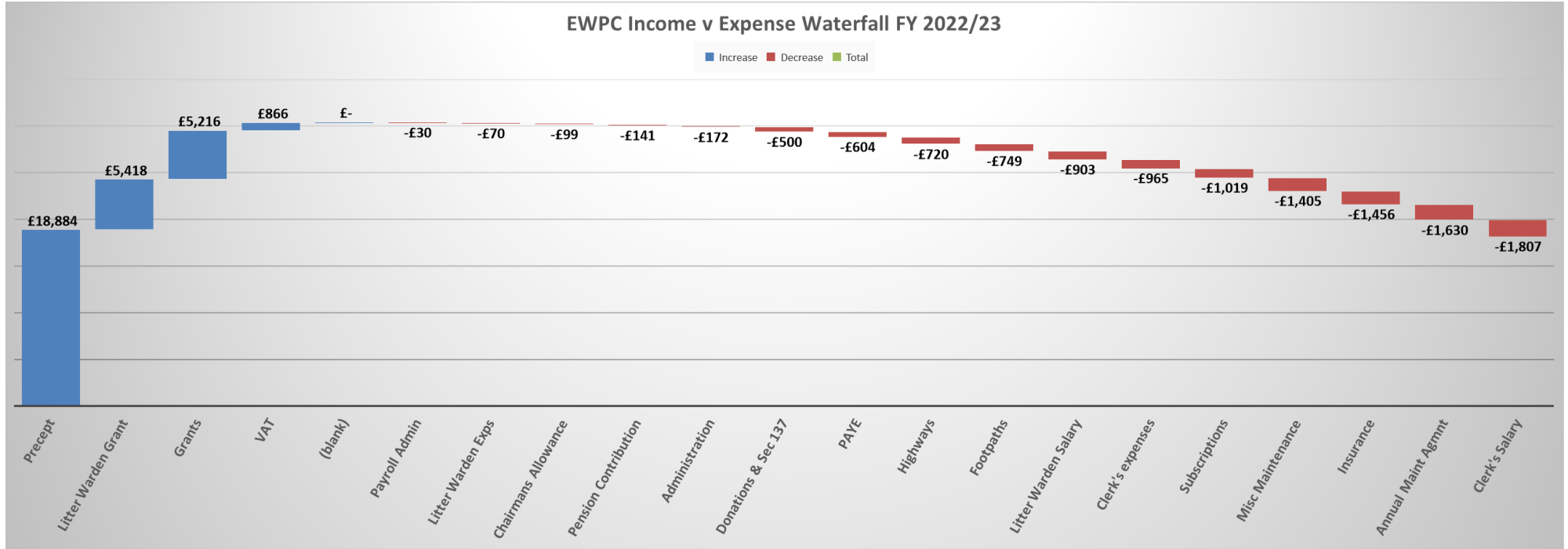
3. FISCAL YEAR COMPARED TO BUDGET

EAST WOODHAY PARISH COUNCIL															
Receipts and Payments - 2023/24															
INCOME	Apr	May	June	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	BUDGET	% of Budget
Precept	£ 16,811.50												£ 16,811.50	£ 31,720.00	53%
Double Taxation													£ -	£ -	#DIV/0!
Litter Warden Grant	£ 5,418.40												£ 5,418.40	£ 4,818.00	112%
Rental Income													£ -	£ 601.00	0%
S106 Grant													£ -		#DIV/0!
Other Grants		£ 5,215.76	£ 1,666.50										£ 6,882.26		#DIV/0!
Grass Cutting	£ 2,072.84												£ 2,072.84	£ 2,300.00	90%
VAT Recovered	£ 1,798.34												£ 1,798.34	£ -	#DIV/0!
Bank Interest													£ -	-	#VALUE!
	£ 26,101.08	£ 5,215.76	£ 1,666.50	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 32,983.34	£ 39,439	84%
PAYMENT	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	BUDGET	% of Budget
Clerk's Salary	£ 1,148.65	£ 658.61	£ 693.53	£ 693.73									£ 3,194.52	£ 7,761.00	41%
Pension Contribution	£ 70.27	£ 70.27	£ 70.27	£ 70.27									£ 281.08	£ 4,819.00	6%
Litter Warden Salary	£ 451.53	£ 451.53	£ 451.53	£ 451.53									£ 1,806.12	£ 500.00	361%
Clerk's Expenses	£ 164.99	£ 804.50											£ 969.49	£ 500.00	194%
Litter Warden Expenses	£ 35.00	£ 35.00	£ 35.00	£ 35.00									£ 140.00	£ 1,924.00	7%
PAYE	£ 441.06	£ 162.50	£ 177.56	£ 177.36									£ 958.48	£ 200.00	479%
Payroll Admin	£ 14.00	£ 16.00	£ 16.00	£ 16.00									£ 62.00	£ 500.00	12%
Admininstration	£ 141.90	£ 30.00	£ 298.00	£ 54.00									£ 523.90	£ 2,000.00	26%
Insurance		£ 1,456.46											£ 1,456.46	£ 700.00	208%
Audit			£ 320.00										£ 320.00	£ 720.00	44%
Subscriptions	£ 820.81	£ 198.00											£ 1,018.81	£ 2,000.00	51%
Grass Cutting													£ -	£ 2,000.00	0%
Misc Maintenance	£ 550.00	£ 855.00	£ 1,891.18	£ 690.00									£ 3,986.18	£ 3,378.00	118%
Annual Maint Agmnt	£ 1,075.82	£ 554.04	£ 615.91	£ 36.00									£ 2,281.77	£ 3,000.00	76%
Footpaths		£ 748.57	£ 203.32	£ 200.00									£ 1,151.89	£ 4,000.00	29%
Highways	£ 720.00		£ 140.00										£ 860.00	£ 1,250.00	69%
CCTV				£ 600.00									£ 600.00	£ 2,000.00	30%
Grants & Sec 137	£ 500.00												£ 500.00	£ 300.00	167%
Chairmans Allowance		£ 98.82											£ 98.82	£ 2,500.00	4%
Planning													£ -		#DIV/0!
VAT	£ 397.94	£ 534.02	£ 591.07	£ 298.20									£ 1,821.23	£ -	#DIV/0!
S106 spend													£ -	£ -	#DIV/0!
	£ 6,531.97	£ 6,673.32	£ 5,503.37	£ 3,322.09	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 22,030.75	£ 40,052	55%
Printed : 24/07/2023															

4. FORCAST FOR REMAINDER OF THE FINANCIAL YEAR

EAST WOODHAY PARISH COUNCIL															
Receipts and Payments - 2023/24															
														FORECAST	
	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total	BUDGET	% of Budget
RECEIPTS															
Precept	£ 16,811.50					£ 16,811.60							£ 33,623	£ 33,623.20	100%
Double Taxation													£ -	£ -	#DIV/0!
Litter Warden Grant	£ 5,418.40												£ 5,418	£ 5,100.00	106%
Rental Income						£ 600.00							£ 600	£ 650.00	92%
CTS Grant													£ -		
Other Grants		£ 5,215.76	£ 1,666.50										£ 6,882	£ 1,984.00	347%
Grass Cutting	£ 2,072.84												£ 2,073	£ 2,052.00	101%
VAT Recovered	£ 1,798.34												£ 1,798	£ -	#DIV/0!
Bank Interest												£ 750.63	£ 751		#DIV/0!
	£ 26,101.08	£ 5,215.76	£ 1,666.50	£ -	£ -	£ 17,411.60	£ -	£ -	£ -	£ -	£ -	£ 750.63	£ 51,146	£ 43,409	118%
PAYMENTS															
Clerk's Salary	£ 1,148.65	£ 658.61	£ 693.53	£ 693.73	£ 900.00	£ 900.00	£ 900.00	£ 900.00	£ 900.00	£ 900.00	£ 900.00	£ 900.00	£ 10,395	£ 12,452.00	83%
Litter Warden Salary	£ 70.27	£ 70.27	£ 70.27	£ 70.27	£ 411.67	£ 411.67	£ 411.67	£ 411.67	£ 411.67	£ 411.67	£ 411.67	£ 411.67	£ 3,574	£ 5,000.00	71%
Clerk's Expenses	£ 451.53	£ 451.53	£ 451.53	£ 451.53	£ 71.50	£ 71.50	£ 71.50	£ 71.50	£ 71.50	£ 71.50	£ 71.50	£ 71.50	£ 2,378	£ 700.00	340%
Litter Warden Expenses	£ 164.99	£ 804.50			£ 35.00	£ 35.00	£ 35.00	£ 35.00	£ 35.00	£ 35.00	£ 35.00	£ 35.00	£ 1,249	£ 500.00	250%
PAYE	£ 35.00	£ 35.00	£ 35.00	£ 35.00	£ 176.00	£ 176.00	£ 176.00	£ 176.00	£ 176.00	£ 176.00	£ 176.00	£ 176.00	£ 1,548	£ 2,000.00	77%
Payroll Admin	£ 441.06	£ 162.50	£ 177.56	£ 177.36									£ 958	£ 200.00	479%
Admininstration	£ 14.00	£ 16.00	£ 16.00	£ 16.00									£ 62	£ 500.00	12%
Insurance	£ 141.90	£ 30.00	£ 298.00	£ 54.00				£ 500.00	£ 500.00				£ 1,524	£ 1,350.00	113%
Audit		£ 1,456.46						£ 600.00					£ 2,056	£ 600.00	343%
Subscriptions			£ 320.00										£ 320	£ 750.00	43%
Grass Cutting	£ 820.81	£ 198.00						£ 750.00					£ 1,769	£ -	#DIV/0!
Misc Maintenance													£ -	£ 6,000.00	0%
Annual Maint Agmnt	£ 550.00	£ 855.00	£ 1,891.18	£ 690.00	£ 1,000.00			£ 1,000.00	£ 1,000.00		£ 1,000.00	£ 1,000.00	£ 8,986	£ 7,000.00	128%
Footpaths	£ 1,075.82	£ 554.04	£ 615.91	£ 36.00				£ 1,000.00	£ 1,000.00		£ 500.00		£ 4,782	£ 2,500.00	191%
Highways		£ 748.57	£ 203.32	£ 200.00				£ 1,000.00					£ 2,152	£ 1,000.00	215%
CCTV	£ 720.00		£ 140.00					£ 1,700.00					£ 2,560	£ 1,700.00	151%
Donations & Sec 137				£ 600.00				£ 500.00	£ 500.00		£ 500.00		£ 2,100	£ 1,500.00	140%
Chairmans Allowance	£ 500.00												£ 500	£ 300.00	167%
Planning		£ 98.82						£ 1,000.00	£ 1,000.00		£ 500.00		£ 2,599	£ 2,500.00	104%
VAT													£ -	£ -	#DIV/0!
S106 spend	£ 397.94	£ 534.02	£ 591.07	£ 298.20									£ 1,821	£ -	0%
	£ 6,531.97	£ 6,673.32	£ 5,503.37	£ 3,322.09	£ 2,594.17	£ 1,594.17	£ 9,644.17	£ 1,594.17	£ 5,594.17	£ 1,594.17	£ 4,094.17	£ 2,594.17	£ 51,334	£ 46,552	110%
Printed :	24/07/2023														

5. Waterfall To Date for FY 2023/24



1. ANALYSIS BY SUB CATEGORY FY2023/24

CATEGORY	INCOME / PAYMENT	SUB CATEGORY	INCOME	EXPENSE	BALANCE	
ANNUAL	INCOME	Grants	£ 1,667		£ 1,667	
		Precept	£ 24,303		£ 24,303	
		VAT	£ 1,798		£ 1,798	
	INCOME Total			£ 27,768		£ 27,768
	PAYMENT	Administration			£ 3,422	-£ 3,422
		Maintenance			£ 8,880	-£ 8,880
		Payroll			£ 7,407	-£ 7,407
		VAT			£ 1,710	-£ 1,710
		Donations			£ 500	-£ 500
	PAYMENT Total				£ 21,920	-£ 21,920
ANNUAL Total			£ 27,768	£ 21,920	£ 5,848	
GRANTS	INCOME	Grants	£ 5,216		£ 5,216	
	INCOME Total			£ 5,216	£ 5,216	
	PAYMENT	VAT		£ 111	-£ 111	
PAYMENT Total				£ 111	-£ 111	
GRANTS Total			£ 5,216	£ 111	£ 5,105	
Grand Total			£ 32,983	£ 22,031	£ 10,953	