



BURTON GREEN PARISH COUNCIL



MINUTES

of the **Ordinary meeting** held in Burton Green Village Hall, Red Lane at 7:00pm on
15th January 2024.

Present: Councillors McColl (Chairman), Marshall (Vice Chair), Aizlewood (joined the meeting at item 7.3), Deeley, Gibbs, Larsen, Paine, Taylor, Webster and the Clerk (Helen du Bois).

Others present: Cllr Cooke (WCC)

Public: Two

No.	
1.	Apologies for absence The Council had received apologies from Cllr Hatton which were accepted. Cllr Hales (WDC) sent apologies.
2.	Declaration of Interests None.
3.	To approve the minutes of the Ordinary meeting held on 20th November 2023 The minutes were approved and signed without amendment.
4.	To consider any matters arising from the minutes of the previous meeting that are not included on the agenda Item 12.1: Cllr Deeley has spoken to BBV regarding emptying a bin at Burrow Hill playing field but had not yet received a definitive response. The Clerk gave an update: <ul style="list-style-type: none">• Cllr Deeley has installed the No Dogs signs on each entrance to the Burrow Hill playing field.• Complaints have been received about the height of the noticeboard at Burrow Hill car park, it is too high for some residents to be able to read/install notices. The Clerk will contact Fairways Ltd to ask for it to be lowered.• Colley Gardening Services have removed the grass under the swings at Red Lane play area. Actions: The Clerk to ask Fairways to lower the height of the Burrow Hill noticeboard. Outstanding actions: The Clerk to investigate costs for blue P signs to direct visitors to the Burrow Hill car park
5.	In view of the confidentiality of the following agenda item, to consider a resolution to exclude the Public and Press from the meeting in accordance with the Public Bodies (Admission to Meetings) Act 1960 s1(2) in order to discuss item 6 in accordance with Standing Order 6 This was resolved, Cllr McColl asked all non-members to leave the meeting room for item 6.
6.	Staffing matters It was agreed that in addition to the usual work of a Parish Council, Burton Green Parish Council faces an increasing number of complex issues and change is needed in order for the Council to sufficiently address the challenges facing the Parish. A proposal was made to offer increased contractual working hours to the Clerk of 26 hours per week. All Councillors were in favour and the Clerk accepted the offer. The change to the Clerk's working hours will be made from 6 th April 2024. ACTION: the Clerk to amend their employment contract from 6 th April 2024. Non-members were invited to return to the meeting room.



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7.	Community reports
7.1	County Councillor, Lapworth and West Kenilworth: Cllr Cooke Cllr Cooke's report had been circulated prior to the meeting, see Appendix A.
7.2	District Councillors, Kenilworth Abbey and Arden: Cllr Hales, Cllr Aizlewood, Cllr Armstrong Cllr Hales' report had been circulated prior to the meeting, see Appendix A. Cllr Aizlewood mentioned that WDC will shortly be publishing their Biodiversity Action Plan Strategy which will include initiatives that Parish Councils will be able to take part in.
7.3	Community Summary Reports <ul style="list-style-type: none">• Burton Green Primary School:<ul style="list-style-type: none">○ Cllr Taylor is planning to arrange a meeting with the Head Teacher to enquire about pupil catchment areas.• Village Hall Committee:<ul style="list-style-type: none">○ The hall remains busy and well booked and the new Short Matt Bowls club is proving to be very popular with residents.• Residents' Association (RA):<ul style="list-style-type: none">○ The Balsall Common Lions Club Santa visit raised £670 in Burton Green.○ Residents have expressed concern that it has become hazardous when turning from Hodgetts Lane onto Cromwell Lane as it is difficult to see vehicles approaching the junction from the new bridge. It was suggested that BBV could erect a sign warning vehicles travelling across the bridge that that is a junction ahead. ACTION: the Clerk to contact BBV to request a SLOW JUNCTION AHEAD sign to be placed at the traffic lights on the Red Lane side of Cromwell bridge.○ An update was given on a meeting held with Jeremy Wright MP in December 2023 to discuss improving the bus service for Burton Green. Mr Wright MP has agreed to approach the bus companies and WCC about the decline of public transport services for Burton Green residents.• Warwick University: no update• Kenilworth Greenway: no update
8.	Public participation None.
9.	Planning:
9.1	To consider creating a Planning Committee and to agree committee members and draft Terms of Reference. It was agreed to form a Planning Committee, with Cllrs Gibbs, Taylor, Webster and McColl as members. The quorum will be three, and the Committee's Chairman will be decided at the first meeting. The draft Terms of Reference were amended. ACTION: The Clerk to finalise the Planning Committee Terms of Reference.
9.2	SWLP: To consider creating a South Warwickshire Local Plan working party It was agreed to form a South Warwickshire Local Plan Working Group, to focus on SWLP planning and development issues that relate to Burton Green. Cllrs Aizlewood, Marshall, Webster, Deeley and Paine volunteered to be members, the group will meet monthly via Zoom and will provide an update at main Council meetings.



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9.3	BESS: PL/2023/01595/PPFL																														
9.3.1	To review the proposed landscape changes																														
	<p>Anglo Renewables had provided the Council with an amended landscape plan. It was agreed that the proposed changes did not alter the Council's Objection already submitted to Solihull Borough Council.</p> <p>It was suggested that the Council consider obtaining expert planning advice regarding Battery Energy Storage Systems. Cllr McColl agreed to research recommended Planning Consultants.</p> <p>ACTION: Cllr McColl to provide the Council with details of recommended Planning Consultants and the likely fees.</p>																														
9.3.2	To note correspondence from Anglo Renewables: the Community Benefit Fund																														
	<p>It was noted that the Council had received a letter from Anglo Renewables with details of a proposed Community Benefit Contribution worth £30,000 to be used for projects that directly benefit the community. The funds would be paid following the granting of planning permission and upon commencement of construction, and would be shared between Burton Green, Berkswell and Balsall Common.</p>																														
9.4	To consider the following planning applications:																														
9.4.1	<u>W/23/1739</u>																														
	<p>Erection of single storey rear extension, first floor side extension, erection of 1no. dormer window to the front elevation and extension to existing front dormer and raising of existing ridge line. 42 Hodgetts Lane, Burton Green, Kenilworth, CV8 1PJ</p> <p>BGPC comment: NEUTRAL</p>																														
9.4.2	<u>W/23/1738</u>																														
	<p>Erection of single dwelling and associated garage and new vehicular access. Land at Red Lane, Burton Green, Kenilworth</p> <p>BGPC comment: OBJECT with the following comments: <i>Burton Green Parish Council objects to this application. The proposed location is both within the Green Belt and outside the Growth Village Envelope identified in the Warwick Local Plan and the Burton Green Neighbourhood Development Plan. The Council considers that this application does not offer any special circumstances which might permit an exception to the Green Belt provisions of the NPPF. The Council notes that many established trees have already been cut down on the site and requests that if planning permission is granted, a Condition is included to prevent further damage/loss to the existing biodiversity.</i></p> <p>ACTION: the Clerk to submit the comments.</p>																														
10	Finance																														
10.1	To receive the Finance Report and approve the invoices for payment																														
	<p>The Clerk presented the Finance Report, see Appendix B.</p> <p>It was noted that the following payments were made on 20th December 2023 (with prior approval from Cllr McColl and Cllr Marshall) to avoid late payment fees:</p> <table border="1"> <thead> <tr> <th></th> <th>DATE</th> <th>PAYEE</th> <th>DESCRIPTION</th> <th>TYPE</th> <th>AMOUNT</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>20.12.23</td> <td>Leicestershire</td> <td>Grass & hedge cutting Oct 2023</td> <td>BACS</td> <td>£600.00</td> </tr> <tr> <td>2</td> <td>20.12.23</td> <td>WDC</td> <td>Election costs</td> <td>BACS</td> <td>£600.00</td> </tr> <tr> <td>3</td> <td>20.12.23</td> <td>Topsorce</td> <td>Monthly Payroll Nov 2023</td> <td>BACS</td> <td>£12.94</td> </tr> <tr> <td>4</td> <td>20.12.23</td> <td>Town & Country</td> <td>G Illingworth retirement gift*</td> <td>BACS</td> <td>£72.00</td> </tr> </tbody> </table> <p>* Paid from the Chairman's Allowance</p>		DATE	PAYEE	DESCRIPTION	TYPE	AMOUNT	1	20.12.23	Leicestershire	Grass & hedge cutting Oct 2023	BACS	£600.00	2	20.12.23	WDC	Election costs	BACS	£600.00	3	20.12.23	Topsorce	Monthly Payroll Nov 2023	BACS	£12.94	4	20.12.23	Town & Country	G Illingworth retirement gift*	BACS	£72.00
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The Finance Report showed a general reserves balance of **£25,810.92** on 9th January 2024 and an expected balance of **£24,547.79** once all invoices and internal transfers have been paid.

It was **resolved** to pay the following invoices:

	PAYEE	DESCRIPTION	TYPE	AMOUNT**
1	Topsorce Worldwide Ltd	Monthly Payroll Dec 2023	BACS	£20.72
2	H DU BOIS	Salary Dec 2023	BACS	£796.00
3	HMRC	Tax & NIC due Dec 2023	BACS	£155.58
4	WCC Pension Fund	Employer's contribution for HdB Dec 2023	BACS	£204.81
5	WCC Pension Fund	Employees contribution for HdB Dec 2023	BACS	£53.64
6	H DU BOIS	Office costs and expenses Nov/Dec/Jan 2024	BACS	£152.38
7	From Instant Access	Transfer for Burrow Hill grounds maintenance Oct 23	TFR	-£120.00
		Total		£1263.13

**Statutory Power used for all payments: General Power of Competence, Localism Act 2011

ACTION: The Clerk to set up the payments for authorisation by two signatories.

10.2 To receive an update from the Internal Controls Councillor

Cllr Gibbs confirmed that he had audited a sample of transactions from Q3 of the 2023-24 accounts, and all was in order. The Internal Controls checklist was signed.

10.3 To note the bank reconciliation for w/e 31st December 2023

This was verified against the bank statements and signed by Cllr Gibbs, see Appendix C.

10.4 To review and approve the annual Budget for Expenditure and the Precept demand for 2024/25

It was **resolved** to set the 2024/25 Budget for Expenditure at £46,264.00 exc VAT, see Appendix D for details. This excludes CIL spending on planned projects.

It was **resolved** to set the 2024/25 Precept Demand at £30,034; this is an increase of £11.04 per Band D household per annum.

ACTION: The Clerk to submit the 2024/25 Precept Demand to WDC.

11. To consider appointing a Parish Tree Warden

Cllr Webster gave an overview of meetings he had recently attended to discuss ideas for 'Regreening Burton Green' and summarised a draft action plan of potential opportunities. He highlighted three trees in the Parish that he recommended to be protected with a Tree Preservation Order, Councillors supported his plans to submit TPO applications for the three trees.

Councillors thanked Cllr Webster for the work he had done so far on the initiative, and it was resolved to appoint Cllr Webster as the Council's Biodiversity Champion.

ACTIONS:

Cllr Webster to submit the 3 TPO applications.

The Clerk and **Cllr Webster** to draw up a role description for the Council's Biodiversity Champion for approval at the next meeting.

12. Burrow Hill car park: to receive further information re: height restriction barriers and review the decision made in the 20th November 2023 meeting.

The Clerk presented a summary of feedback and recommendations from meetings held with Neil Bridges (Car Parks Manager WDC), Jamie Hill (Parking Operations & Enforcement Team Leader WDC) and Simon Richardson (Green Space Development Officer WDC).

The Clerk had also spoken with the Clerk from another parish who had purchased a similar height restriction barrier from Secure-a-Field; they recommended them as a supplier but felt that it was



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	<p>difficult to access the padlock on their barrier as their padlock box is at the top of the barrier i.e. 2 meters high. Secure-a-Field have confirmed that it is possible for a padlock box to be installed at 1.5 meters instead.</p> <p>It was agreed to accept the advice received: to set the maximum height of the barrier at 2m rather than 2.2m, and to set the padlock box at 1.5m so that the barrier can be unlocked safely.</p> <p>It was agreed to place the order with Secure-a-Field with the amended requirements:</p> <ul style="list-style-type: none">• RHS gate leaf frame 4.8m (w) x 2m (h)• Hang post and hold back post• Padlock box (positioned 1.5m from ground)• Warning sign• 6m (w) x 1.2m (h) black estate fencing• 7 x 150x150mm steel bollards with reflective stripe <p>All items galvanised and powder coated BLACK</p> <p>ACTION: The Clerk to place the above order with Secure-a-Field.</p>
13.	<p>HS2: to consider any HS2/BBV matters</p> <p>Cllr Deeley mentioned that the meeting suggested by Jeremy Wright MP to discuss the design of the top of the tunnel with HS2 had not yet been arranged.</p> <p>The Village Hall Committee have been in discussion with BBV regarding the future of the coping stones and bricks soon to be removed from the old bridge. BBV have agreed to store the stones safely elsewhere until decisions can be made about their future.</p> <p>Cllr Gibbs enquired when the permanent traffic lights will be working at the new bridge.</p> <p>ACTION: Cllr Deeley to ask BBV when the permanent traffic lights will be operational.</p>
14.	<p>Housing and development</p>
14.1	<p>Land south of Westwood Heath Road</p>
14.1.1	<p>To receive an update of the recent Crest Nicholson public consultation event</p> <p>Cllr Paine had circulated a summary of the consultation event held in Canley Community Centre on 21st November 2023.</p> <p>Concerns were raised about Crest Nicholson's marketing regarding the development's location, as their advertising suggests that Westwood Park lies within the Coventry district and is part of the catchment area for Coventry schools rather than Warwick District. Cllr Aizlewood confirmed that WDC have been informed of this error.</p>
14.1.2	<p>To consider any action required regarding the forthcoming planning application from Crest Nicholson for the "Phase 5" development</p> <p>Cllr Deeley has asked Crest Nicholson to run a community meeting in Burton Green.</p>
14.2	<p>To consider matters relating to any of the following:</p> <ul style="list-style-type: none">• Land to the west of Cromwell Lane It was noted that the property developer Spitfire Homes has erected advertising hoarding at this site.• The Kings Hill development There was no update.• Warwick University's Eco Park There was no update.• Solihull Local Plan Examination There was no update.



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	<ul style="list-style-type: none">• A46 Link Road Cllr Aizlewood has asked WDC officers to request a copy of the report commissioned by WCC which identified the A46 link road as a priority.
15.	Communications None.
16.	Councillors' reports and items for future agenda: None.
17.	Date of next meeting The next meeting will be on Monday 19 th February 2024, 7:30pm at Burton Green Village Hall, Red Lane.
18.	Close The meeting closed at 9:25pm.

Signed: _____ Date: _____
Cllr McColl, Chairman

UNSIGNED



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APPENDIX A

REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

Warwickshire County Council: CLLR COOKE

Council celebrates successes for 2023!

Warwickshire County Council (WCC) is proud to reflect on its achievements and express thanks for the unwavering support and collaboration received from partners and communities throughout the county. It has worked diligently with local partners, businesses, and communities to realise its vision of making Warwickshire the best it can be.

Key achievements for 2023 include:

- Investment of £1.5 million in apprenticeships, benefiting both young career-seekers and employers addressing skills gaps.
- Welcoming one million visitors to Warwickshire's Country Parks and greenways.
- Continuing the collective commitment to addressing Cost-of-Living challenges through a Warwickshire-wide conference.
- Providing £350,000 in funding to support the growth of ambitious businesses in the digital creative sector seeking external finance.
- Opened four new SEND Resourced Provisions in Warwickshire, offering enhanced specialist support for children with special educational needs and/or disabilities.
- Launched the Sustainable Futures Strategy and its delivery plan, outlining how the Council will collaborate with partners to mitigate climate change and work toward fulfilling the county's net zero commitments.
- Conducted nearly 7,000 Safe and Well checks, examining smoke alarms and addressing slips, trips, and falls to enhance resident safety.
- Working with our partners we have removed over 1.5 million illegal cigarettes, and more than 20,000 illegal vapes from the marketplace to safeguard the health of Warwickshire residents.
- Initiating the Warwickshire Food Strategy to ensure widespread access to good quality, healthy, and affordable food.
- Refurbishment of Warwick Library to provide an improved customer experience.
- We even discovered a rare species at Ryton Pools Country Park—the elusive Dusky Clearwing Moth, once believed to be extinct in Britain.

Warwickshire Communities Invited to Warwickshire Fire and Rescue Information Sessions

Warwickshire communities are invited to join information sessions being held by Warwickshire County Council as part of the ongoing public consultation into a proposed change to the Warwickshire Fire and Rescue Service's delivery model. Warwickshire County Council is running a public consultation to give residents, businesses, community groups and public sector partners a say on the way in which Warwickshire Fire and Rescue Service manage their resources.

There are five information sessions being held across the county in January and February. They start in Stratford upon Avon (17 January) and include Kenilworth (24 January), Bedworth (29 January), Atherstone (8 February) before finishing in Southam (27 February). There will be representatives from WCC and Warwickshire Fire and Rescue Service at each event and attendees have an opportunity to either submit questions in advance, or on the evening itself.

Each event starts at 6.30pm and will finish at 8.00pm. Places are limited so anyone wanting to attend must [book a ticket](#). These are allocated on a first come, first served basis, though if an event is fully booked, there is an opportunity to join a waiting list. The public consultation and a link to the information session booking page is available at www.warwickshire.gov.uk/ask.

Investing in Education: 2023 was the year for new schools, enhanced facilities and expanding opportunities

The year has seen a series of completed construction projects delivering new and improved facilities for children and young people across the county.



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Among the highlights of 2023 were:

New schools: The Griffin Primary School opened its doors for the first time, welcoming students aged 4-11 years with state-of-the-art facilities and a vibrant learning environment. Myton School expanded its sixth form with a new block, accommodating both Myton and Oakley School students before Oakley's permanent site opens in 2024.

Expanded capacity: Brownsover Community School successfully transformed from an Infant to a Primary School, while Bishops Tachbrook CofE Primary School and Briar Hill Infant School gained new classrooms to accommodate growing student populations.

Specialist Resourced Provisions: To support students with diverse needs, new SRPs were established at St Matthew's Bloxham (The Lighthouse), St Andrew's Benn (Sunshine Room), Goodyers End Primary School (The Den), and Abbey Infant School (Elm). These dedicated spaces offer specialized support and resources within mainstream settings.

Oakley School: This ambitious all-through school project continued at pace, with construction on track for a 2024 opening. Year 7 students commenced their studies at the temporary Myton School site this September.

Warwickshire County Council Trading Standards Seizes Banned American Candy

Officers will be visiting shops across the County to search for the banned products. The Chartered Trading Standards Institute (CTSI) recently issued a warning that American sweets and fizzy drinks with known links to hyperactivity and cancer in children have flooded the UK.

Warwickshire Trading Standards are advising parents not to give the affected sweets and drinks to their children and for suppliers and retailers to take them off sale immediately.

The products seized included Jolly Rancher and Swedish Fish sweet confectionery and Mountain Dew canned drinks. All contained unauthorised additive ingredients. Sixty-six packets of sweets and 57 cans of drink were removed from shelves. The illegal American candy and drinks cannot be sold in the UK. Consumers that buy them could be at risk from a lack of allergy labelling, or the inclusion of ingredients that don't meet high UK food safety standards.

One way for consumers to spot illegal American imports is to look at the label. If the labelling shows American weights (fluid ounce and ounce as opposed grams and millilitres), it is an import and the food labelling needs to be compliant with UK laws, with no unauthorised ingredients in the produce.

Illegal imported products, not manufactured for the UK market and already identified and seized as they contain unauthorised ingredients include:

- Mountain Dew canned and bottled drinks of many varieties
- Marinda
- Sunny D
- Swedish Fish
- Lemonhead

Warwick District Council: CLLR HALES

Green Homes Grants available for low-income properties in 2024

Residents in private properties in Warwick District that do not currently heat their home using mains gas central heating, can apply for funding to improve the energy efficiency of their home.

Funded by the Department for Energy Security and Net Zero (DESNZ) and delivered by the Council's delivery partner E.ON with support from Act On Energy, the Green Homes Grants scheme aims to help improve the energy efficiency of low income private households in the District with free improvements to their home including:

- solar PV panels
- insulation
- smart heating controls
- air source heat pumps



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To be eligible, residents must:

Own and live in their home

and

Have a gross household income of less than £31,000 per year **OR** properties within certain eligible postcodes

and

Currently heat their home with alternative fuels other than gas such as oil, liquid petroleum gas (LPG), coal, solid fuels, or electricity

and

Have an Energy Performance Certificate (EPC) rating of D, E, F or G; if the home doesn't have an EPC rating then E.ON will arrange this for you if they think that your property is energy inefficient

For the list of eligible postcodes please use this link - [Green Homes Grants - Energy efficiency at home - Warwick District Council \(warwickdc.gov.uk\)](#)

In an extra boost for households, the government has deemed that certain postcodes will now automatically meet the income eligibility criteria. This means that properties within these eligible postcodes that don't currently heat their home using a gas boiler and have an EPC rating of D-G are automatically eligible for the Home Upgrade Grant.

Flooding

We have been working with partner agencies with the recent flooding and if residents do have any issues please get in contact with one of us and we will pass onto the relevant partners, or use the link to report - [Current flooding situation - Warwick District Council \(warwickdc.gov.uk\)](#).

Castle Farm Leisure Centre

Castle Farm Leisure Centre replaces the old recreation centre with larger much improved facilities encompassing an 80-station gym, two fitness studios, dedicated group cycling studio, a six-court sports hall and new pétanque terrain. As well as both indoor and outdoor changing rooms the centre has a fully equipped 'Changing Places' facility, with a hoist and bed to meet the needs of the profoundly disabled which can be used by any visitor to the adjacent park or town.

The centre also incorporates a new HQ for Kenilworth Scout and Guides, predicted to be recognised as amongst the best in the country and demonstrating the Council's support to the movement within the local community.

Data Breach

On Monday 20 November, Stratford-on-Avon District Council started a full internal investigation following a data breach. This investigation has found that the breach extended to a database of email addresses of Warwick District Council residents held by Stratford on Avon District Council, as part of the joint working between the two Councils.

Both District Councils believe that the data breach is restricted to a database of email addresses which have been supplied to the Councils by residents from Stratford-on-Avon and Warwick District, and that no further personal data is affected. Warwick District Council has now made a referral to the Information Commissioner's Office regarding this matter and will continue to keep residents updated with any further developments.

Your councillors for Abbey and Arden are:

Kyn Aizlewood – Kyn.aizlewood@warwickdc.gov.uk

David Armstrong – David.armstrong@warwickdc.gov.uk

Richard Hales – Richard.hales@warwickdc.gov.uk

Please feel free to contact us with any issues.



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APPENDIX B

This report was presented to the Council on 15th January 2024.

Balance of Unity Trust Current Account T1 as of 9/1/24: £25,810.92
Expected balance of Unity Trust Current Account T1 account after all payments: £24,547.79

Other accounts:

Unity Trust Instant Access Account	EARMARKED	£37,251.36
Lloyds Treasurers Account	GENERAL RESERVES	£55.70
Lloyds Business Bank Instant Account	CIL	£152,712.29
Interest received across all accounts between 1/4/23 – 31/12/23:		£2,125.15

Payments from Current Account since 20/11/23:

	DATE	PAYEE	DESCRIPTION	TYPE	AMOUNT
1	20.12.23	Leicestershire Gardens	Grass & hedge cutting Oct 2023	BACS	£600.00
2	20.12.23	WDC	Election costs	BACS	£600.00
3	20.12.23	Topsource Worldwide Ltd	Monthly Payroll Nov 2023	BACS	£12.94
4	20.12.23	Town & Country Furniture	G Illingworth retirement gift	BACS	£72.00
5	31.12.23	Unity Trust Bank	Q3 banking fees	DD	£18.00
6	3.1.24	ICO	Annual fees	DD	£35.00
				Total	£1337.94

Payments from Current Account to be approved on 15/1/24:

	PAYEE	DESCRIPTION	TYPE	AMOUNT*
1	Topsource Worldwide Ltd	Monthly Payroll Dec 2023	BACS	£20.72
2	H DU BOIS	Salary Dec 2023	BACS	£796.00
3	HMRC	Tax & NIC due Dec 2023	BACS	£155.58
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			Total	£1263.13

*Statutory Power used for all payments: General Power of Competence, Localism Act 2011



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2023/24 Expenditure vs Budget

	2023-24	
	Budget	To date
£ PAYMENTS		
HW allowance/broadband	£372.00	£308.00
HMRC	£915.00	£1,245.68
Wages (Net)	£7,150.00	£7,155.56
Pension costs (employer & employee)	£2,270.00	£2,309.18
Payroll costs	£132.00	£114.28
Travel expenses (Clerk)	£150.00	£193.07
Travel expenses (Cllrs)	£0.00	£0.00
Advertising	£200.00	£0.00
Audit	£420.00	£455.00
Banking charges	£72.00	£54.00
Burrow Hill	£0.00	£175.17
Capital (equipment purchase)	£0.00	£0.00
Chairman's Allowance	£200.00	£75.99
CIL expenditure	£0.00	£1,797.15
Community grants (s137)	£3,800.00	£580.00
Defibrillator	£2,000.00	£0.00
Election fees	£10,000.00	£600.00
Grounds Maintenance	£4,990.00	£1,240.00
HS2	£0.00	£0.00
Insurance	£430.00	£304.04
Legal/professional fees	£0.00	£0.00
Neighbourhood Plan	£0.00	£0.00
Office costs	£300.00	£306.37
Playground inspection/repairs	£1,500.00	£340.42
Publications	£0.00	£0.00
Room hire	£234.00	£102.00
Speed Reduction Measures	£100.00	£36.00
Subscriptions	£700.00	£921.50
Training	£200.00	£180.00
Unforeseen exp/misc.	£200.00	£1,353.89
Website	£100.00	£0.00
VAT	£1,300.00	£688.50
TOTAL EXPENDITURE	£37,735.00	£20,535.80
£ RECEIPTS		
Bank interest	£0.00	£2,125.15
Precept	£20,505.00	£20,505.00
VAT refund	£1,000.00	£733.56
Community Infrastructure Levy	£0.00	£0.00
Grants	£0.00	£1,250.00
CALA transfer	£10,000.00	£10,000.00
Miscellaneous	£0.00	£0.00
TOTAL INCOME	£31,505.00	£34,613.71



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APPENDIX C

BURTON GREEN PARISH COUNCIL RECONCILIATION

Receipts and payments reconciliation as at 31.12.23

Balance brought forward at 30.9.23	223,134.09
plus receipts	10,772.54
minus payments	8,041.36
Total	225,865.27

Bank reconciliation as at 31.12.23

Lloyds Business Bank Account - 43619360	152,712.29
Lloyds Treasurer Account - 43618960	55.70
Unity Trust Current Account T1 - 20443715	25,845.92
Unity Trust Instant Access Account - 20443728	47,251.36
Cash	-
Total	225,865.27

less unpresented cheques

0.00

Total 225,865.27



BURTON GREEN PARISH COUNCIL



APPENDIX D

2024/25 BUDGET FOR EXPENDITURE AND INCOME

EXPENDITURE	
Staff & Office costs	£29,287.84
Subscriptions	£1,137.00
Room hire	£548.00
S137 grants	£5,000.00
Insurance	£319.24
Audit fees	£870.00
Grounds Maintenance	£5,000.00
Miscellaneous	£250.00
Training	£350.00
Website	£100.00
Banking fees	£72.00
Chairman's Allowance	£300.00
Biodiversity/Climate change projects	£500.00
Advertising/Publicity	£200.00
Legal/Professional fees	£2,000.00
Red Lane play area	£330.00
Total	£46,264.08

INCOME	
Precept	£30,034.00
Interest	£3,000.00
Grants	0
Donations	0
CIL/S106	0
VAT claim	£2,280.00
Miscellaneous	0
Total	£35,314.00