

Burton Green Parish Council

Minutes of the remote meeting held on Monday 26th April 2021 at 7:30pm

Present: **Parish Councillors:** Councillors Grant (Chair), Deeley, Gibbs, Hatton, Heyes, Marshall, Paine, Taylor
District Cllrs: Councillors Cooke, Hales and Illingworth
Clerk: Helen du Bois
Others: None
Public Attendees: 4 members of public were in attendance.

Min No.	
1.	Apologies The Clerk had received apologies from Cllr Watkin which were accepted.
2.	Declarations of Interest Cllr Marshall declared an interest at item 17 regarding w/20/2061.
3.	Minutes of previous meetings
3.1	To approve either the minutes of the remote Council meeting held on 15th February 2021, or a summary of decisions made in the meeting. The minutes of the meeting on 15 th February 2021 had not been received from the locum Clerk. It was agreed that the following resolutions had been made in the meeting: Item 3: the minutes for the meeting of 18 th January 2021 were approved without amendment Item 7: it was agreed to request details of the scope/cost of the recommended drainage improvements. Item 8.1: it was resolved to write to raise concerns about the safety of the path, in particular the multiuse design of the Greenway and the lack of passing places. Item 9.3: it was resolved to write to the University to request confirmation about the proposals for the football stadium. It was also resolved that Cllrs Taylor and Marshall would draft a letter to the University for consideration by Councillors expressing the Council's concerns regarding the football stadium proposal. Item 10.1: it was resolved to approve the proposed changes/responses. It was agreed that Cllrs Marshall, Watkin and Deeley would select the Council's preferred examiner. Item 13.1: All payments were approved Item 13.2: Approved Item 13.3: Approved
3.2	To approve the minutes of the remote Council meeting held on 15th March 2021. The minutes were approved without amendment.
4.	Matters arising None
5.	Community Reports
5.1	County Council: Councillor Cooke's report was circulated prior to the meeting and is included in Appendix A.
5.2	District Council: Councillor Illingworth's report was circulated prior to the meeting and is included in Appendix A. In addition to the report, Cllr Illingworth passed on thanks from the WDC Electoral Officers to the Village Hall Committee for making the village hall available for use as a polling station on 7 th May 2021. It was resolved to contact WDC to acknowledge the critical support Debbie Prince has given Burton Green in her role as HS2 Support Officer and to ask for confirmation of their plans to provide an

	<p>immediate replacement in that role when she retires. Following recommendations from the Cllrs Cooke, Illingworth and Hales it was resolved to express a preference for a full time HS2 Support Officer shared between WDC and Stratford District Council.</p> <p>ACTION: The Clerk to write to WDC regarding the HS2 Project Officer role and the suggestion of a joint officer with Stratford District Council.</p> <p>Councillor Hales' report was circulated prior to the meeting and is included in Appendix A. In addition to the report Cllr Hales explained that Kenilworth School are due to exchange contracts with their building contractors within the next 48 hours - the new school is planned to be ready by June 2023.</p>
5.3	<p>Burton Green C of E Primary School: Cllr Hatton reported as follows: A survey of the location of the drainage system has been received but the school has asked for further information about the condition of the pipes.</p> <p>The headmaster has asked for confirmation of when the new car park will be available for school use. It was agreed to write to Cala Homes to request that the car park be available by September.</p> <p>ACTION: The Clerk to write to Cala Homes regarding the handover of the car park.</p>
5.4	<p>Burton Green Village Hall Committee: Cllr Deeley reported as follows: The construction contracts have not yet been signed.</p> <p>The drainage survey has been carried out but the report has not yet been circulated.</p>
5.5	<p>Burton Green Residents' Association: Cllr Deeley reported as follows: There was a request for an update on the Cromwell Lane houses that had been reported to WDC. The Clerk had previously circulated the latest status on both complaints.</p> <p>ACTION: The Clerk to contact the WCD planning officers for further information.</p>
5.6	<p>Kenilworth Greenway: Ross McClean reported as follows: Warwickshire County Parks are reviewing their signage on the Greenway and some of the signs near the access points may be replaced. More wooden "Share with care" signs are to be installed.</p> <p>Melanie Ryan (LM) has provided photographs of the heritage items that LM have kept stored. Ross plans to walk down the greenway with LM staff to check if any heritage items have been overlooked.</p> <p>Ross mentioned that a second haul road was planned to be installed through route 52</p> <p>ACTION: Cllr Grant to raise a query about this possible 2nd haul route with the University Transport Manager.</p> <p>Cllr Illingworth stated that there has been vandalism to signs and fencing at the area where route 52 crosses the haul route.</p> <p>ACTION: Cllr Grant to provide the Clerk with images of the vandalism, the Clerk to raise the issue with BBV.</p> <p>The speed at which some cyclists travel along the Greenway was discussed. Cllr Gibbs suggested speed limit signs could be installed on the greenway as part of the share with care scheme.</p>
5.7	<p>Warwick University: Councillor Grant reported as follows: Term has started again but many students are still working remotely.</p> <p>The University has launched its Green Transport Plan and is providing electric scooters across campus.</p> <p>The University has been awarded £250K to work in conjunction with Maris Curie to survey hospice care across the West Midlands, looking at how to improve it and make hospice care sustainable.</p>
6.	<p>Public Participation</p>
	<p>With Standing Orders suspended an invitation was extended to members of the public to ask questions of the Parish Council: Chris Langton informed the Council that: - The Slow Ways project has been launched but focuses on developing the routes between major conurbations; it will not include footpaths local to Burton Green at this stage.</p>

	<p>- He has written to HS2 suggesting that the current village hall car park should be retained as a public car park for Burton Green – HS2 responded to say that they've forwarded his proposal to BBV for comment.</p> <p>- He is continuing to leave copies of Police Facebook posts on cars parked on the pavement and has seen an improvement.</p>
7.	HS2
	<p>Cllr Deeley has contacted LM regarding snagging issues, including the rubble and rubbish left in verges and areas where the grass has been destroyed and needs turfing. Mel Ryan (LM) has promised to collate all the outstanding issues but this has not yet been provided.</p> <p>Cllr Paine raised a concern that slides shown by BBV at the recent village walkabout meeting with BBV and LM had not been distributed and minutes of the meeting had not been circulated. Cllr Illingworth recommended that all queries raised with contractors should also be copied to HS2 as it is ultimately HS2's responsibility.</p> <p>ACTIONS: Cllr Paine to contact BBV to ask for the missing slides/minutes. Cllr Grant and the Clerk to contact LM to ask for feedback on the Road Safety Audit and the snagging list.</p>
8	Road Transport Matters
8.1	<p>Speeding in the village: Cllr Heyes provided an update: Traffic Calming Scheme: the design of this has not yet been provided, Cllr Heyes has contacted Graham Stanley (County Highways Minor Works Team) for an update.</p> <p>It was suggested that the Council might want to consider paying for the Minor Works Team to carry out speed tape surveys at different points around the village – this approach would provide detailed data. It would cost approx. £350 per point monitored. Cllr Gibbs recommended that the survey not be carried out until after the lockdown is fully lifted. It was agreed to look into this further.</p> <p>ACTION: Cllr Heyes to provide the Council with further details on a proposal to monitor up to 4 separate areas in the village.</p> <p>Cllr Heyes suggested that the Council could consider purchasing a laser speed gun for the use of the volunteer group. Cubbington PC have purchased their own laser speed gun; Cllr Heyes has contacted their Clerk for more information.</p> <p>ACTION: Cllr Heyes to provide the Council with further details on the costs and process involved.</p>
9.	Burton Green Village and Neighbourhood Design Statement
	<p>Cllr Watkin had provided an update:</p> <ul style="list-style-type: none"> - Natural England have advised the Examiner that further Habitats Regulations Assessment is not required. - The examiner is preparing their draft report, after which the Council will be sent a list of questions/suggestions; any changes suggested by the examiner must be made before a referendum; it is unlikely that the referendum will be held on 6th May 2021. <p>ACTION: The Clerk to contact Lorna Hale for an update.</p>
10.	Housing
10.1	<p>Cala Homes:</p> <p>It was agreed to form a Land Transfer working group; Cllrs Deeley, Hatton and Taylor agreed to be members. The group will meet when necessary to consider any issues regarding the land transfer and will make recommendations to the Council.</p> <p>It was agreed that the Clerk would be the point of contact for the Cala Homes land transfer.</p> <p>ACTION: the Clerk to contact Cala Homes.</p>
10.2	<p>Land to the south of Westwood Heath Road:</p> <p>It appears that the land purchase is complete as signs have been erected by the developer. The Section 73 application has been submitted to WDC and CCC.</p> <p>ACTION: Cllr Paine to contact Crest Nicholson for an update.</p>

	<p>Cllr Taylor explained his concerns about availability of school places in the future. Following Cllr Cooke's advice it was resolved to contact Monica Fogarty, CEO of WCC regarding the lack of school provision for the new homes.</p> <p>ACTION: Cllr Taylor to write to Monica Fogarty.</p> <p>Cllr Marshall stated that the results of UK Statistics Authority's independent review of the Office of National Statistics (ONS) projections of Coventry's population will not be published until after 6th May 2021.</p>																																																		
10.3	<p>Land to the west of Cromwell Lane: No update.</p>																																																		
10.4	<p>The Kings Hill development: No update.</p>																																																		
11.	<p>Future Parish Council Spending Plans (including CIL)</p>																																																		
11.1	<p>Cllr Paine reminded the Council that they had planned to consult with residents over spending plans for the CIL and Section 106 funds; it was agreed that this would be done at the next Annual Parish Meeting.</p>																																																		
12.	<p>To receive a report on the mourning protocol for Councils when marking the death of a senior member of the Royal Family and to consider any recommended actions. It was agreed to consider this report and recommended actions at the next meeting.</p>																																																		
13.	<p>Finance</p>																																																		
13.1	<p>To receive the bank reconciliation for y/e 31st March 2021 This was noted. (see Appendix B)</p>																																																		
13.2	<p>To review and approve the Asset Register for y/e 31st March 2021 This was approved without amendment.</p>																																																		
13.3	<p>To receive the Financial Report and approve invoices for payment</p> <p>The Clerk presented the Financial Report (see Appendix C). It was resolved to pay the following invoices:</p> <table border="1"> <thead> <tr> <th>NO.</th> <th>PAYEE</th> <th>DESCRIPTION</th> <th>AMOUNT</th> <th>STATUTORY PROVISION</th> </tr> </thead> <tbody> <tr> <td>780</td> <td>P KNIGHT</td> <td>Office costs and expenses March 2021</td> <td>£44.30</td> <td>Local Government Act (Financial Provisions) 1963, s5</td> </tr> <tr> <td>781</td> <td>H DU BOIS</td> <td>March 2021 salary</td> <td>£365.73</td> <td>Local Government Act 1972, s112</td> </tr> <tr> <td>782</td> <td>H DU BOIS</td> <td>Office costs and expenses March/April 2021</td> <td>£115.99</td> <td>Local Government Act (Financial Provisions) 1963, s5</td> </tr> <tr> <td>783</td> <td>WCC Pension Fund</td> <td>Employers contribution for HdB March 2021</td> <td>£102.07</td> <td>Local Government Act 1972, s112 (2)</td> </tr> <tr> <td>784</td> <td>WCC Pension Fund</td> <td>Employees contribution for HdB March 2021</td> <td>£26.21</td> <td>Local Government Act 1972, s112 (2)</td> </tr> <tr> <td>785</td> <td>H DU BOIS</td> <td>Income Tax refund for HdB March 2021</td> <td>£91.40</td> <td>Local Government Act 1972, s112 (2)</td> </tr> <tr> <td>786</td> <td>WALC</td> <td>WALC Annual Charge</td> <td>£390.00</td> <td>Local Government Act 1972, s143</td> </tr> <tr> <td>787</td> <td>CPRE</td> <td>Subscription 21/22</td> <td>£50.00</td> <td>Local Government Act 1972, s112</td> </tr> <tr> <td></td> <td></td> <td></td> <td>£1185.70</td> <td></td> </tr> </tbody> </table>	NO.	PAYEE	DESCRIPTION	AMOUNT	STATUTORY PROVISION	780	P KNIGHT	Office costs and expenses March 2021	£44.30	Local Government Act (Financial Provisions) 1963, s5	781	H DU BOIS	March 2021 salary	£365.73	Local Government Act 1972, s112	782	H DU BOIS	Office costs and expenses March/April 2021	£115.99	Local Government Act (Financial Provisions) 1963, s5	783	WCC Pension Fund	Employers contribution for HdB March 2021	£102.07	Local Government Act 1972, s112 (2)	784	WCC Pension Fund	Employees contribution for HdB March 2021	£26.21	Local Government Act 1972, s112 (2)	785	H DU BOIS	Income Tax refund for HdB March 2021	£91.40	Local Government Act 1972, s112 (2)	786	WALC	WALC Annual Charge	£390.00	Local Government Act 1972, s143	787	CPRE	Subscription 21/22	£50.00	Local Government Act 1972, s112				£1185.70	
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13.4	<p>To note the purchase on 9th April 2021 of a Microsoft 365 license for the Clerk's laptop This was noted.</p>																																																		

13.5	To approve the purchase of training for the Clerk on the management of the Council's website This was not discussed. ACTION: The Clerk to add this to a future agenda.			
13.6	To consider a proposal to switch to Unity Trust bank and to confirm the signatories if agreed It was resolved to move to Unity Trust bank; the deposit payment of £500 was approved The bank signatories will be Cllrs Grant, Marshall, Heyes and Deeley. It was agreed to apply for a Corporate Multipay Card for the Clerk, the £50 set up fee was approved. ACTION: The Clerk to process the application.			
14.	Annual Governance Return			
14.1	To approve the appointment of the Internal Auditor This was approved. ACTION: The Clerk to instruct Louise Best.			
14.2	To note the commencement date for the Period of Exercise of Public Rights for 2020/21 It was noted that the Period of Exercise of Public Rights for 2020/21 will run from 22 nd June 2021 to 3 rd August 2021.			
14.3	To consider requesting an extension to the submission deadline for the 2020/21 AGAR It was agreed to request an extension. ACTION: The Clerk to submit the request.			
15.	To consider the quotes available for the Council's annual insurance cover The Council considered the quotes provided. It was resolved to remain with BHIB for another year and a cheque for £308.37 (cheque no. 788) was approved. ACTION: The Clerk to process the renewal.			
16.	Communications All items detailed in the communications list had been dealt with or noted.			
17.	Planning: to consider and ratify responses to the following planning matters: Cllr Marshall declared an interest in W/20/2061.			
	Ref	Address	Details of application	Decision
	W/20/2061	Land fronting Red Lane, Burton Green, Kenilworth CV8 1PB	Erection of a single dwelling and associated garage	The Council resolved to OBJECT on the following basis: the development will be within the existing greenbelt and will lie outside both the current Burton Green Development Boundary and the Development Boundary defined in the draft Neighbourhood Development Plan.
	W/21/0427	Land to the South of Westwood Heath Road, Burton Green, Coventry	Variation of conditions 4 (approved plans) and 26 (approved plans in relation to highway works) of planning permission W/17/2357 (Hybrid planning application for the erection of up to 425 dwellings [including detailed first phase of 129 dwellings with remainder of the site being	The Council resolved to OBJECT . ACTION: Cllr Paine to draft the Objection.

		outline including details of access], convenience store, open space, infrastructure provision and means of access onto Westwood Heath Road / agricultural access onto Bockendon Lane) to allow changes to the house types and the layout of the secondary roads within the detailed phase (129 dwellings) of the site. There are no material changes proposed to the approved development parcels within Phase 1.	
ACTION: The Clerk to submit the responses.			
18.	Councillors reports and items for future Agenda		
	Councillors agreed that the following matters be included on the agenda for future meetings: - Confirmation of the Council's mourning protocol for the death of a senior member of the Royal Family - To consider submitting a formal response from the Parish Council to the Government's Local Authority Remote Meetings consultation.		
19.	To consider submitting a response to the Government's Local Authority Remote Meetings consultation It was agreed that Councillors and the Clerk would submit personal responses to the consultation and the Council would consider submitting a formal response at the next meeting. ACTION: All members to submit a response to the consultation.		
20.	To consider holding an Extraordinary Annual meeting during w/c 3rd May 2021 It was resolved to hold the Annual Meeting remotely on Thursday 6 th May 2021.		
21.	To consider a motion to provide for delegation to the Clerk any decision that must be made if the Council is incapacitated and unable to hold a meeting It was agreed to consider this at the next meeting on 6 th May 2021.		
22.	Date of Next Meeting The next meeting will be the Annual Meeting on Thursday 6 th May 2021.		
23.	Close The meeting concluded at 10.07pm.		

Signed: _____ Date: _____

Cllr Tracey Grant, Chair

APPENDIX A

REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

CLLR COOKE Warwickshire County Council

Caution urged as lockdown restrictions ease

WCC and Warwickshire Police are urging residents to remain cautious and continue to do the right thing for Warwickshire.

This means:

- only meeting outdoors (including in private gardens) either in a group of six or two households
- maintaining a 2m distance from others outside of your home or support bubble
- wearing a face covering
- washing hands regularly

Outdoor sports and leisure activities such as golf courses, football pitches, tennis courts and outdoor swimming pools have now also reopened and organised outdoor team sports can take place.

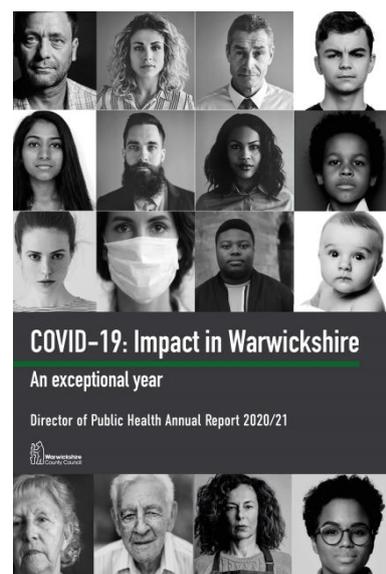
Although some rules have changed, many restrictions still remain in place. Residents must not socialise indoors with anyone they do not live with unless they are part of a support bubble. The community are also encouraged to minimise the number of journeys made to reduce the risk of spreading the virus. The advice remains the same to get a test and follow the stay-at-home guidance if you have COVID-19 symptoms.

Highlighting the impact of COVID- on Warwickshire residents

March 23 marked the one-year anniversary since the first national lockdown and is also the launch date for the **Warwickshire County Council Director of Public Health's annual report**.

The report focuses on Warwickshire residents and their experiences of living through the COVID-19 pandemic, helping to understand how it has impacted on their health along with other challenges they have faced and where they have found support.

The pandemic has affected everybody's health and wellbeing. It has shone a light on the health inequalities which exist in Warwickshire - for example, life expectancy is 8.2 years lower for men and 5.7 years lower for women in the most deprived areas of Warwickshire than in the least deprived areas.



Families urged to test twice weekly as Covid 19 cases rise in North Warwickshire

Cases have been rising in North Warwickshire over the last week, with neighbouring towns also seeing rises in rates of transmission. Families of school-aged children are being urged to get tests for COVID-19 as cases have risen steeply in and around the area in the last week.

Public Health officers are urging local communities to get regularly tested and help to avoid transmission by identifying cases with no symptoms. People can book a community test online at www.warwickshire.gov.uk/covidtesting. Test kits for school age children and their household can be ordered online at www.gov.uk/order-coronavirus-rapid-lateral-flow-tests.

Residents struggling with energy bills can get help

The council's Local Welfare Scheme is offering a one-off payment to families and households finding it difficult to pay for fuel. Applications for the payment, in the form of a voucher, must be made by 16 April 2021.

Families and households in Warwickshire can apply whether they use pre-payment meters, pay by direct debit or on receipt of an energy bill if they can evidence eligibility through the impact of COVID-19 on their income.

To apply please call 0800 408 1448 or 01926 359182 to speak to an advisor in confidence. More information about the Local Welfare Scheme is online at www.warwickshire.gov.uk/localwelfarescheme

WCC commissions new online mental health support for children and young people

Warwickshire County Council has commissioned Kooth, a free, safe and anonymous digital counselling and support service for children and young people.

[Kooth](#) is a safe and confidential way for young people to access emotional wellbeing and early intervention mental health support. The service will be available to all young people across Warwickshire aged 11-25 years from 29 March.

Kooth.com is an award winning and innovative online mental health and wellbeing support service, accredited by the [British Association for Counselling and Psychotherapy \(BACP\)](#), which will support and complement the existing offer operated by [Rise](#) - a family of NHS-led services providing emotional wellbeing & mental health services for young people across the county. Rise already provide a well-established 24/7 telephone service providing crisis support to young people across Warwickshire. Kooth will deliver digital self-help resources and online counselling to further extend the local offer.

Fully trained and qualified counsellors and emotional wellbeing practitioners are available from midday to 10pm, and from 6pm to 10pm at weekends, 365 days a year to provide a much needed out-of-hours service for emotional support in an accessible way. Sessions can be booked in advance or they can drop in for one-to-one instant text-based chats.

Children and young people invited to help shape Warwickshire

Children and young people across Warwickshire are being asked to help shape the county as part of a new initiative which aims to make it the best place it can be to grow up in.

Warwickshire County Council has launched a [survey](#) to capture the views and opinions of young people as part of its Child Friendly Warwickshire programme.

Child Friendly Warwickshire aims to work with children and young people as well as businesses, community groups and council services. The plan is designed to enrich the county as a place that is safe, stable and full of opportunity for young people with access to good health, education and other services.

All views shared in the survey will help understanding of what the initiative could look and feel like and will inform the council's work with the wider community to deliver it.

https://warwickshire.fra1.qualtrics.com/jfe/form/SV_cU68aDJQvRRI4xv

Cllr John Cooke 5th April 2021

CLLR ILLINGWORTH Warwickshire District Council

Although the Polling Stations have to be Covid-safe and in some urban areas this has needed venue changes, in this area the normal Village Hall Polling Station will be open.

Work continues to support businesses emerging from Covid restrictions including financial support, licensing and other measures.

A court case to define “place” may enable the continuation of virtual local government meetings. The Ministry has provided evidence in support. A decision is due on 21st April. In case there is no helpful decision the Annual Meeting of the District Council will now be 5th May.

Discussions continue regarding several aspects of the temporary Greenway and are so far unresolved. The plans for the Crackley Gap have been disclosed but the detailed design is still incomplete. The good news is that the earthworks and brook diversion are much reduced by the new scheme.

Work has started on a joint Local Plan with Stratford and there will soon be a search for possible development sites as an early input.

Cllr George Illingworth 20th Apr 2021

CLLR HALES Warwickshire District Council

Joint working with Stratford District Council

The team have recently begun working with Stratford District Council to begin the development of a joint Local Industrial Strategy as part of our closer partnership working.

Grants

Total Restart Grants to date £7,423,388.00 issued to 945 businesses & Total ARG grants of £3,659,000 have been issued to 1,668 businesses. This includes just under £160,000 to business in the Burton Green area.

Sustainable 95 Day Notice Account

As part of our commitment to the Climate Emergency I am delighted to announce that I am working with officers to reallocate £500,000 from another 95-day account into a Sustainable 95 Day Notice Account. This account supports projects such as renewable energy projects, including wind farms & tidal energy, as well lending to healthcare providers in the 30% most economically disadvantaged areas.

Kenilworth School

I will update councillors the situation with Kenilworth School at the meeting.

Cllr Richard Hales 23rd April 2021

APPENDIX B

BANK RECONCILIATION FOR YEAR ENDING 31ST MARCH 2021

Receipts and payments reconciliation as at 31.03.21

Balance brought forward on 31.12.20	£145,394.71
plus receipts	£0.74
minus payments	£4,815.48
Total	£140,579.97

Bank reconciliation

Lloyds Business Bank Account - 43619360	£30,086.99
Lloyds Treasurer Account - 43618960	£110,542.98
Cash	£0.00
Total	<u>£140,629.97</u>

less unpresented
cheques

Chq No	
774	<u>£50.00</u>
TOTAL	£50.00

Balance at 31.3.21 **£140,579.97**

APPENDIX C – FINANCE REPORT

This report was presented by the Clerk for approval by the Council on **26th April 2021**.

Balance of Lloyds Business Instant Account as of 19/04/21:	£30,087.25
Balance of Lloyds Treasurers Account as of 19/04/21:	£110,492.98
Expected balance of Lloyds Treasurers Account after invoices settled:	£109,307.28

Cheques cleared since 15/3/21:

CLEARED	No.	PAYEE	DETAILS	AMOUNT
15/3/21	772	P KNIGHT	Office costs and expenses - January/February 2021	£29.10
15/3/21	768	P KNIGHT	February 2021 salary	£606.68
15/3/21	771	P KNIGHT	Tax refund - Feb 2021	£62.00
18/3/21	770	WCC Pension Fund	Employees contribution - February 2021	£38.92
18/3/21	769	WCC Pension Fund	Employer contribution - February 2021	£149.31
22/3/21	778	P KNIGHT	Tax refund - March 2021	£6.80
22/3/21	775	P KNIGHT	March 2021 salary	£385.18
29/3/21	779	Residents Association	Reissued cheque - Section 137 grant funding	£2625.00
30/3/21	777	WCC Pension	Employees contribution - March 2021	£22.82
30/3/21	776	WCC Pension	Employers contribution - March 2021	£87.53
19/4/21	774	A TAYLOR	Repayment of Clerk's leaving gift	£50.00
				£1672.48

Invoices to be paid by cheque from Lloyds Treasures Account on 26/4/21:

NO.	PAYEE	DESCRIPTION	AMOUNT	STATUTORY PROVISION
780	P KNIGHT	Office costs and expenses March 2021	£44.30	Local Government Act (Financial Provisions) 1963, s5
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787	CPRE	Subscription 21/22	£50.00	Local Government Act 1972, s112 (1)
			£1185.70	

2021/22 Day Book Current

12/04/21							
BURTON GREEN PARISH COUNCIL - 2021/22							
Date	Cheque No	Minute No	Payee	Details	Income	Expenditure	Balance
					£110,492.98	£1,185.70	£109,307.28
				Balance B/Fwd 31st March 2021	110492.98		110492.98
19/04/2021	780		Paul Knight	Office costs and expenses March 2021		44.30	110448.68
19/04/2021	781		Helen du Bois	Salary March 2021		365.73	110082.95
19/04/2021	782		Helen du Bois	Office costs and expenses March/April 2021		115.99	109966.96
19/04/2021	783		WCC Pension Fund	Employers contribution for HdB March 2021		102.07	109864.89
19/04/2021	784		WCC Pension Fund	Employees contribution for HdB March 2021		26.21	109838.68
19/04/2021	785		Helen du Bois	Income Tax refund for HdB March 2021		91.40	109747.28
19/04/2021	786		WALC	WALC Annual Charge 2021/22		390.00	109357.28
19/04/2021	787		CPRE	Subscription 21/22		50.00	109307.28

2021/22 Reserves

TREASURERS ACCOUNT BALANCE		£109,307.28
BUSINESS INSTANT ACCOUNT BALANCE		£30,087.25
TOTAL RESERVES		£139,394.53
EAR MARKED RESERVES		£124,673.00
GENERAL RESERVES		£14,721.53

2021/22 Expenditure vs Budget

BURTON GREEN PARISH COUNCIL BUDGET ANALYSIS 2021/22		
	Agreed budget 2021/22	FY21/22 Actuals to date
£ PAYMENTS		
Advertising	£0.00	£0.00
Audit expenses	£430.00	£0.00
Capital (equipment purchase)	£0.00	£0.00
Clerks salary	£5,500.00	£365.73
Clerk tax deds to HMRC	£2,200.00	£91.40
Clerks superannuation (emp conts)	£1,600.00	£128.28
Clerk - office allow and internet	£310.00	£79.30
Election fees	£0.00	£0.00
Grants (s137)	£3,600.00	£0.00
Hire of rooms for meetings	£250.00	£0.00
HS2	£0.00	£0.00
Insurance	£350.00	£0.00
Legal/professional fees	£1,000.00	£0.00
Neighbourhood Plan	£0.00	£0.00
Speed Reduction Measures	£5,603.35	£0.00
Office costs	£320.00	£59.99
Payroll costs	£100.00	£0.00
Play Area - Red Lane	£1,740.00	£0.00
Postage/Telephone	£30.00	£1.29
Publications	£80.00	£0.00
Subscriptions	£350.00	£385.00
Training	£200.00	£0.00
Travel expenses (Cllrs)	£0.00	£0.00
Travel expenses (Clerk)	£150.00	£19.71
Unforeseen exp/misc	£200.00	£0.00
VAT	£1,500.00	£55.00
Website	£200.00	£0.00
TOTAL EXPENDITURE	£25,713.35	£1,185.70
£ RECEIPTS		
Bank interest	£15.00	£0.00
Precept	£18,595.00	£0.00
VAT refund	£1,500.00	£0.00
CommunityInfrastructure Levy	£0.00	£0.00
Grants	£0.00	£0.00
Interest	£15.00	£0.00
Miscellaneous	£0.00	£0.00
Cala Homes Transfer of Land funding	£10,000.00	£0.00
TOTAL INCOME	£30,110.00	£0.00
Business bank balance carried forward 31/3/21		£110,492.98
Income		£0.00
Expenditure		£1,185.70
expected balance		£109,307.28
QC check: expected balance - current P&R balance		£0.00