

# Burton Green Parish Council

## MINUTES

of the Ordinary meeting held in Burton Green Village Hall on  
**Monday 15<sup>th</sup> November 2021** at 7:30pm

**Present:** **Parish Councillors:** Councillors Grant (Chair), Marshall, Deeley, Gibbs, Heyes, Paine, Taylor and Watkin  
**County and District Cllrs:** Cllrs Cook, Hales and Illingworth  
**Clerk:** Helen du Bois  
**Public Attendees:** One

Min No.	
1.	<b>Apologies</b> The Clerk had received apologies from Cllr Hatton which were accepted.
2.	<b>Declaration of Interests</b> None
3.	<b>Minutes of the previous meeting: to approve the minutes of the meeting held on 18<sup>th</sup> October 2021</b> These were approved and signed without amendment.
4.	<b>Matters arising</b> None.
5	<b>Community Reports: To receive report, and agree any actions from:</b>
5.1	<b>County Councillor – Lapworth &amp; West Kenilworth: Cllr Cooke</b> Cllr Cooke's report was circulated prior to the meeting, see Appendix A.
5.2	<b>District Councillors – Kenilworth Abbey and Arden: Cllr Illingworth, Cllr Hales</b> Cllr Hales' report was circulated prior to the meeting, see Appendix A.
5.3	<b>Community Summary Report</b> Updates from the Burton Green Village Hall committee, the Residents Association and the Kenilworth Greenway was circulated prior to the meeting, see Appendix B.  Warwick University have confirmed that they will present their plans for an Eco Park at the Council meeting on 17 <sup>th</sup> January 2022. <b>ACTION: Cllr Grant</b> to confirm a start time of 6:45pm with the University.
6	<b>Public Participation</b> A member of the public requested clarification on item 18 of the minutes for 18 <sup>th</sup> October 2021.  Cllr Deeley raised the following on behalf of members of the public: <ul style="list-style-type: none"> <li>The signage showing that the speed limit changes from 40mph to 30mph on Red Lane is badly obscured by vegetation which is in urgent need of cutting back. This has been reported several times.</li> <li>There is a faulty streetlight close to 390 Cromwell Lane. This has been reported several times.</li> </ul> <b>ACTION: the Clerk</b> to raise both issues with WCC.
7.	<b>Finance</b>
7.1	<b>To receive the bank reconciliation for w/e 30<sup>th</sup> September 2021</b>

# Burton Green Parish Council

This was noted. (see Appendix C).

## 7.2 To receive the Finance Report and approve the invoices for payment

The Clerk presented the Financial Report (see Appendix D).

It was resolved to pay the following invoices:

	PAYEE	DESCRIPTION	AMOUNT	STATUTORY PROVISION
1	H DU BOIS	Income Tax refund for HdB Oct 2021	£97.60	Local Government Act 1972, s112 (2)
2	H DU BOIS	Oct 2021 salary	£479.83	Local Government Act 1972, s112 (2)
3	WCC Pension Fund	Employers contribution for HdB Oct 2021	£128.93	Local Government Act 1972, s112 (2)
4	WCC Pension Fund	Employees contribution for HdB Oct 2021	£33.61	Local Government Act 1972, s112 (2)
5	H DU BOIS	Office costs and expenses Oct 2021	£51.49	Local Government Act (Financial Provisions) 1963, s5
6	Playsafety Ltd	Playground Inspection	£82.20	Local Spaces Act 1906, s14
7	Leicestershire Gardens	Grass Cutting (Sept)	£100.00	Local Spaces Act 1906, s14
		<b>Total</b>	<b>£973.66</b>	

It was agreed that there should be no further grass cuts at the playground until the spring.

**ACTION: The Clerk** to inform Leicestershire Gardens.

It was resolved to pay the following invoices on 20<sup>th</sup> December 2021:

	PAYEE	DESCRIPTION	AMOUNT	STATUTORY PROVISION
1	H DU BOIS	Income Tax refund for HdB Nov 2021	£97.40	Local Government Act 1972, s112 (2)
2	H DU BOIS	Nov 2021 salary	£480.03	Local Government Act 1972, s112 (2)
3	WCC Pension Fund	Employers contribution for HdB Nov 2021	£128.93	Local Government Act 1972, s112 (2)
4	WCC Pension Fund	Employees contribution for HdB Nov 2021	£33.61	Local Government Act 1972, s112 (2)
5	Leicestershire Gardens	Grass Cutting (Oct)	£100.00	Local Spaces Act 1906, s14
6	Information Commissioner	Annual Data Protection Fee	£40.00	Local Government Act (Financial Provisions) 1963, s5
		<b>Total</b>	<b>£879.97</b>	

**ACTION: The Clerk** to submit the payments.

## 7.3 To agree the procedure for preparing the 2022/23 Budget and Precept Demand

It was agreed that Councillors will meet informally prior to the next Council meeting to prepare a draft 2022/23 Budget and Precept Demand, for approval at the next main meeting on 17<sup>th</sup> January 2022.

**ACTION: The Clerk** to organise a date for the meeting and circulate a draft 2022/23 Budget for review.

## 8. To consider plans for the purchase of noticeboards for Burrow Hill and Red Lane

WDC have confirmed that the Council can use CIL funds to purchase the memorial bench and two noticeboards. The order for a memorial bench has been submitted.

The Clerk has requested a quote for two noticeboards in the same style as the noticeboard on Cromwell Lane. The Clerk has requested further information from WCC regarding the procedure for installing a noticeboard on a highway verge on Red Lane.

# Burton Green Parish Council

	<p><b>ACTION: The Clerk</b> to provide quotes for the noticeboards.</p> <p>The Clerk is waiting for confirmation from WCC that the noticeboard on Cromwell Lane can be moved as requested by a resident including costs.</p>
<b>9.</b>	<b>Playareas:</b>
<b>9.1</b>	<b>To review the 2021 Playground Inspection Report and consider any recommended work</b>
	<p>The report was reviewed, it was noted that there were no medium or high risk areas of concern in the report.</p> <p>It was agreed to purchase longer chains for the swings as recommended. The Clerk confirmed that Fairways Ltd were scheduled to carry out the paintwork repairs on the swing frame and slide unit before Christmas.</p> <p><b>ACTION: The Clerk</b> to confirm the price of replacement chains.</p>
<b>9.2</b>	<b>Agree the details of the Grounds Maintenance tender for 2022</b>
	<p>The Clerk had circulated a draft tender document which included specific maintenance requirements for the Burrow Hill Playing Field, as defined in the conditions for the Burrow Hill planning approval.</p> <p>It was agreed to request both 1 and 3 year quotes from contractors.</p> <p><b>ACTION: The Clerk</b> to finalise the tender document and distribute to 3 or more grounds maintenance contractors.</p>
<b>10.</b>	<b>To review and approve the draft Financial Reserves Policy</b>
	<p>This was approved and signed.</p> <p><b>ACTION: The Clerk</b> to publish to the website.</p>
<b>11.</b>	<b>Burton Green Neighbourhood Design Statement: to consider the cost of inviting Mr Pearce from Avon Planning to the meeting with WDC.</b>
	<p>Cllr Watkin gave an update. It was agreed to invite Mr Pearce to attend the forthcoming meeting with WDC and a likely expenditure of up to £210 in fees was approved.</p> <p><b>ACTION: Cllr Watkin</b> to liaise with Michael Brown (WDC) to agree a date for the meeting and provide Mr Pearce with details of the issues.</p> <p>Cllr Watkin explained that Chris Elliot (CEO of WDC) had written (email dated 26/6/21) confirming that as the recent delays have been caused by WDC, he will ensure that the Parish Council will be granted 25% of all CIL funds due from future development in the Parish.</p>
<b>12.</b>	<b>Planning</b>
<b>a.</b>	<p><b>W/21/1870</b></p> <p>University of Warwick, University Road, Coventry, CV4 7AL</p> <p>Temporary use of an area at the University of Warwick for the purposes of hosting athletes and Team Officials for the Birmingham 2022 Commonwealth Games in an Athlete's Village, including the erection of temporary structures for operational/logistics, athletes recreation and security purposes.</p> <p>It was agreed that the Council had <b>NO COMMENTS</b> to make on this application.</p>
<b>b.</b>	<p>The following planning application have been received after the agenda for this meeting was published, but with a Comments by date prior to the Council's next meeting:</p> <p><b>W/21/1907</b></p> <p>Burton Green C of E Primary School, Hob Lane, Burton Green, Kenilworth, CV8 1QB</p> <p>Proposed new 2 classroom teaching block.</p> <p>It was agreed that the Council had no objection to the proposal, but comments would not be submitted until Cllr Heyes had spoken with residents lclose to the proposed development.</p>
<b>13.</b>	<b>HS2: to consider any HS2 matters including the letter, previously circulated, from HS2 Minister to Cllr Marshall.</b>
	<p>Cllr Deeley explained that she had met with LM to discuss the ongoing issues with the traffic lights at the Red Lane/Cromwell Lane junction. LM agreed to contact Siemens about the fault.</p>

# Burton Green Parish Council

	<p>It was noted that Mark Fox (BBV) had confirmed that BBV will provide public feedback from the two Key Design Elements events (held in Burton Green in October 2020) during the first two months of 2022.</p> <p>The letter received from Andrew Stephenson MP was discussed and suggestions were made for the response. The Chair of the BGVH Trustees had informed the Council that their contacts at HS2 were unaware of the demolition date stated in Mr Stephenson's letter.</p>
<b>14.</b>	<p><b>Road Transport Matters:</b> to consider matters relating to the issue of speeding in the village</p> <p>Following a response from Graham Stanley, it was agreed to purchase 8 radar surveys for a total expenditure of £1300 + VAT. It was agreed that the surveys should not be carried out whilst there are any road restrictions in the village or during school holidays.</p> <p><b>ACTION: Cllr Heyes</b> to inform Graham Stanley.</p>
<b>15.</b>	<p><b>Burrow Hill Park:</b></p> <p>The Clerk had been notified that solicitor fees had already exceeded the estimated £1500 + vat that Gowling WLG had stated in October 2019; the Clerk has requested a detailed breakdown of the fees so far.</p> <p>There has been no further progress from the solicitor: they are still to provide their advice on the three searches and provide a final transfer document following the Clerk's queries/change requests.</p> <p>Cllr Paine gave an update of the initial meeting held by the Burrow Hill working group. The group has drawn up a list of ideas of how the playing field/car park space could be used/developed - these suggestions will be included in an online questionnaire designed to obtain feedback from Parish residents</p> <p><b>ACTION: Cllr Deeley and the Clerk</b> to design the survey.</p>
<b>16.</b>	<p><b>Community Infrastructure Levy:</b> to discuss and consider matters relating to CIL and Section 106 spending plans</p> <p>Cllr Paine has written to WCC to confirm that the Council will take their advice re: the Greenway contribution.</p>
<b>17.</b>	<p><b>Housing and Development:</b></p>
<b>17.1</b>	<p><b>Land to the south of Westwood Heath Road</b></p> <p>Cllr Paine had previously circulated notes from an online meeting he'd had with Jolande Bowater (Crest Nicholson) and representatives of Westwood Heath Residents Association. These meetings will be held every two months, Cllrs Deeley and Taylor will also attend in future.</p> <p>Cllr Paine confirmed that construction has started at the site, and the first showhouse is due to be complete by Easter 2022.</p> <p>Crest Nicholson are currently redesigning the housing mix included in their Reserves Matters application (W/21/1280) following feedback from Lucy Hammond (Senior Planning Officer, WDC) and will resubmit their application within the next 10 days.</p>
<b>17.2</b>	<p><b>Land to the west of Cromwell Lane</b></p> <p>A new planning application for this development has been submitted to CCC. Cllr Marshall explained that there has been an objection submitted by Severn Trent water due to the high risk of flooding.</p>
<b>17.3</b>	<p><b>The Kings Hill development</b></p> <p>Cllr Marshall explained that the CPRE and KOGG have drafted a letter to Michael Gove MP to request that he calls in the Kings Hill development and other large developments in the Coventry area.</p>
<b>17.4</b>	<p><b>South Warwickshire Local Plan</b></p> <p>Cllr Cooke informed the Council that the recent Call for Sites during the South Warwickshire Local Plan consultation resulted in over 560 potential sites across the Stratford and Warwick districts, including</p>

# Burton Green Parish Council

	some from WCC. All potential sites will be vetted for suitability and the final draft list will be published on a public interactive map.
<b>17.5</b>	<p><b>Warwick University's Eco Park</b> Cllr Grant confirmed that a team from the University will attend the next Council meeting (17<sup>th</sup> January 2022) to speak about the University's plans for the Eco Park. It was agreed to have an earlier start of 6:45pm that evening. <b>ACTION: Cllr Grant</b> to confirm the start time with the University.</p>
<b>17.6</b>	<p><b>Response to the Solihull Local Plan Examination</b> Cllr Taylor was unable to attend the examination session due to illness but has submitted a written statement to the program officer and asked for it to be put before the inspector. It was agreed that Cllr Taylor would write to Balsall Common and Berkeswell Parish Councils regarding Hobb Lane. <b>ACTION: Cllr Taylor</b> to contact Balsall Common PC and Berkeswell PC</p>
<b>17.7</b>	<p><b>A46 Link Road.</b> Cllr Marshall mentioned that at a recent WCC Cabinet meeting, it was resolved that there should be another scrutiny review of the A46 Strategic Link Road proposal. This review is likely to be in Feb 2022.</p>
<b>18.</b>	<p><b>Communications: to receive and discuss communications received but not mentioned on other parks of the agenda and comment if appropriate.</b> The Council had received the following communications:</p> <ul style="list-style-type: none"> <li>• WDC             <ul style="list-style-type: none"> <li>○ Weekly updates</li> <li>○ Press release: Warwick District Council announces further grants for third sector organisations impacted by COVID-19</li> <li>○ Personal Safety for Elected Members</li> </ul> </li> <li>• WCC:             <ul style="list-style-type: none"> <li>○ Warwickshire Matters   COP26 and Climate Change</li> <li>○ Warwickshire Matters   October 2021</li> </ul> </li> <li>• WALC             <ul style="list-style-type: none"> <li>○ Members newsletters</li> <li>○ Training newsletters</li> </ul> </li> </ul> <p>Cllr Grant highlighted the communication from WDC re: Personal Safety for Elected Members. It was agreed that Cllr Grant would write to WDC to express concerns re: the publishing of Councillor and the Clerk's home address details on the WDC website. <b>ACTION: Cllr Grant</b> to write to WDC.</p>
<b>19.</b>	<p><b>Councillors' reports and items for future Agenda</b> None.</p>
<b>20.</b>	<p><b>Date of Next Meeting</b> The next meeting will be Monday 17<sup>th</sup> January 2022 at 6:45pm, Burton Green Village Hall.</p>
<b>21.</b>	<p><b>Close</b> The meeting concluded at 9.27pm.</p>

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Cllr Grant, Chairman

# Burton Green Parish Council

## APPENDIX A

### REPORTS FROM COUNTY AND DISTRICT COUNCILLORS

#### CLLR COOKE Warwickshire County Council

---

##### **WCC launches new loneliness campaign in time for National Befriending Week 2021**

Warwickshire residents who feel lonely or socially isolated are set to benefit from a countywide campaign which looks to provide advice about health and wellbeing, signpost to local support services and offer tips and advice on beating loneliness and isolation.

[According to research](#), loneliness is said to be as harmful to health as other well-known risk factors such as obesity and smoking cigarettes and substantial evidence shows that having a lack of social connections can significantly increase the risk of premature mortality, so finding ways to help residents suffering from isolation is one way we can improve overall health for everyone.

In a recent survey undertaken across Warwickshire, half of respondents reported experiencing loneliness. A figure which is echoed on a national level, with research conducted by the Campaign to End Loneliness finding that 45% of adults – the equivalent of 25 million people - feel occasionally, sometimes or often lonely.

Those in need of help and support can look out for resources and help on WCC's social media channels (Twitter @Warwickshire\_CC, Facebook @WarwickshireCountyCouncil or Instagram @bestwarwickshrie) or visit the website

at [www.warwickshire.gov.uk/mental-health-wellbeing/talking-loneliness](http://www.warwickshire.gov.uk/mental-health-wellbeing/talking-loneliness)

##### **Fair Chance Employer scheme to be launched**

The Fair Chance Employer programme is designed to work collaboratively with education providers and employability groups, helping employers to “level up” their opportunities by offering Warwickshire residents with supportive needs equal access to careers.

The scheme, which will launch in November 2021, aims to promote and celebrate inclusive employment and will call out to employers who would like to become a Fair Chance Employer and engage with high-priority talent pools keen to access work opportunities.

The programme aims to unlock more than 200 jobs to jobseekers who experience mental health, disability and learning barriers, as well as women and Armed Forces veterans returning to work, young offenders, young care givers and care leavers. The Fair Chance Employer programme will be led by a dedicated Warwickshire County Council Business Skills Advisor who will work with employers to increase awareness of inclusivity and diversity in the workplace, whilst creating opportunities for work experience, internships and apprenticeships to support progression into full time employment.

The Warwickshire Skills Hub, home to the Fair Chance Employer Programme, will also launch a digital jobs board, creating a platform for Fair Chance Employers to list their jobs and interact with potential candidates in a less formal way. If you are an employer who is recruiting and would like to explore how the Fair Chance Employer programme could help your business then contact the Warwickshire Skills Hub team on

[skillshub@warwickshire.gov.uk](mailto:skillshub@warwickshire.gov.uk)

# Burton Green Parish Council

## **A tree for every resident in Warwickshire**

A leafy Warwickshire for all residents to enjoy as Warwickshire County Council commits to extensive tree planting.

With the 2021/22 tree planting season underway, and as world leaders gathered in Glasgow for COP26, WCC has ambitious tree planting plans for coming years that will see a tree for every resident planted across the county.

This tree planting has been strategically planned to restore parts of forests and wooded areas that have been long lost to time, such as the ancient Forest of Arden, which once covered most of the county and beyond into Staffordshire and Worcestershire.

To this end, the Council has been successful – along with partners in the District and Borough Councils – in their bid for £212k from the Forestry Commission's Local Authority Treescape Fund to plant 2000 standard trees. These native trees will be restoring hedgerows on local authority-owned farms and public open space in the more rural areas of the county.

## **Warwickshire County Council produces plan to improve bus services**

Warwickshire County Council has reacted to the government's National Bus Strategy by producing the county's [Bus Service Improvement Plan \(BSIP\)](#).

The plan sets out the improvements that are needed to transform bus services in Warwickshire, as well as being a document which will support the council in its bid to central Government for a £150million share of the £3bn funding available to local authorities to help boost bus travel over a three-year period (2022-2025).

The plan has been developed collaboratively with local bus operators following engagement with the local community and other partners. This included a county-wide survey with a total of 1,563 responses, engagement with user groups and interviews with stakeholders. [Bus Service Improvement Plan \(BSIP\)](#).

## **New look Local SEND Offer set to make a difference in Warwickshire**

The Local Offer is a one stop shop for parents and carers and families of children with SEND up to the age of 25 to help them to access clear and accessible information on education, health and social care, training and employment, leisure and support in preparing for adulthood. It aims to provide information and support from early help through to more complex needs.

The new and improved site - <https://www.warwickshire.gov.uk/send> has been produced in collaboration with parents, carers and children whose experiences and opinions have helped shape the new look and feel to ensure that the site is easily accessible and has the right information and advice. Warwickshire County Council would welcome any feedback to [fis@warwickshire.gov.uk](mailto:fis@warwickshire.gov.uk).

## **WCC unveils Children and Young People Strategy 2021 – 2030**

Warwickshire County Council Cabinet has approved a new Children and Young People Strategy which outlines the council's commitment to ensuring children and young people have a voice and are supported to be the best they can be. The strategy's goals and ambitions were shaped by feedback from a survey completed by over a thousand young people across Warwickshire and will be the council's approach to working with partners, families and communities between now and 2030 to help youngsters reach their potential.

The strategy reflects the exciting new Child Friendly Warwickshire programme which is bringing the county together in a collective effort to ensure our children and young people are heard, safe, happy, healthy and equipped with the skills to lead the best lives they can.

To find out more about Child Friendly Warwickshire and to get involved visit <https://api.warwickshire.gov.uk/documents/WCCC-1642278725-5117>

# Burton Green Parish Council

## **New website helps to highlight Adoption**

Adoption Central England (ACE) - the regional adoption agency for Coventry, Solihull, Herefordshire, Warwickshire and Worcestershire – improved their website to make it easy for people to understand the whole adoption process and offer a useful resource for everyone including birth parents, adopted adults or prospective and current adopters. ACE is the first adoption service to become a certified Dyadic Psychotherapy Practice (DDP). ACE apply the principles of DDP within all relationships, inviting open and engaged conversation so that everyone feels heard and their experiences validated. This is also replicated on the website which highlights that ACE treat everybody who needs support with empathy, acceptance and respect.

The new resource allows for easy access of information and navigation around the site, key features include:

- Steps to adoption
- Family Connexions – a service for birth family members
- Clear signposting to support
- Information about step-parent adoption
- Information for adopted adults

More info at <https://www.aceadoption.com/>

## **Help for residents to meet household costs through winter**

Central Government recently announced that a new £500 million Household Support Fund grant will be made available to local authorities in England, as the country continues its recovery from the pandemic.

Warwickshire's allocation is £3.47million to cover the period 6 October 2021 to 31 March 2022. The funding will be distributed via Warwickshire County Council's Local Welfare Scheme.

Priority support is being offered to families with children eligible for benefits related free school meals during school holidays as it is recognised that some families who are struggling financially have difficulty covering these periods. Those eligible and registered children will automatically be receiving support towards food costs over the October half term via Huggg supermarket vouchers.

## **CLLR HALES Warwickshire District Council**

---

We are still working through our end of year accounts and expect to have those signed off by December and has been mentioned we have awarded a joint new waste management contract which starts in August 2022, where we are changing the collections to a mixture between weekly to 3 weekly collections - [Warwick and Stratford-on-Avon District Councils announce new waste contractor - Warwick District Council \(warwickdc.gov.uk\)](#) We were having issues with our green waste collection, but hope to have resolved those issues now.

We are working through the responses to our potential merger with Stratford District Council, ahead of our meeting on Monday 13<sup>th</sup> December.



# Burton Green Parish Council

## APPENDIX B

### COMMUNITY REPORTS 15<sup>th</sup> NOVEMBER 2021

---

#### **VILLAGE HALL COMMITTEE:**

We are planning to sign the contracts by 1st December with work due to commence in January. This is subject to the contract sum being confirmed, we are still waiting for some details regarding the storm drainage.

We will have a small ceremony to mark the start of work on the site, hopefully in January. Two members of the Parish Council are invited to attend.

Our AGM will be in the hall on 26th November at 8pm, all welcome.

Cheryl Wall Chair, BGVH Trustees

#### **RESIDENTS ASSOCIATION**

An armistice display has been erected on the verge and this will be followed in December by the Christmas tree. HS2 has agreed to plug in the lights in the garden of Cornerways. The Christmas card competition is in hand and we now have enough sponsors to cover the cost.

A large number of spring bulbs have been planted at the corner of Red Lane and Hob Lane, with more planting to follow shortly in Red Lane.

Planning will soon begin for the Platinum Jubilee weekend next June when we will be lighting our beacon.

WCC public transport department are hoping to have up to date bus schedules at BG bus stops by Friday Nov 14th, with flags being replaced shortly after.

Rona Taylor

#### **KENILWORTH GREENWAY**

The WCC Woodworkers have replaced three of the horse mounting blocks.

Hopefully they will replace the further five next year.

WC Parks have issued a P.O for the access from Coventry Road onto the Greenway to be repaired and have ordered a new bin that will be installed next week by the access onto the Greenway at Blind Lane.

The quotation for the improvements for upgrading the access onto the Greenway at Blind Lane has been approved by WC Parks. It has been passed onto WCC for them to approve and pay for the work as the money WC Parks has for the Kenilworth Greenway has almost now been used for this financial year.

Ross Mclean.

**BURTON GREEN C OF E PRIMARY** no update

**WARWICK UNIVERSITY** no update

# Burton Green Parish Council

## APPENDIX C

### BURTON GREEN PARISH COUNCIL RECONCILIATION

#### Receipts and payments reconciliation as at 30.9.21

Balance brought forward at 30.6.21	146,415.36
plus receipts	9,299.31
minus payments	<u>4,393.27</u>
<b>Total</b>	<b>151,321.40</b>

#### Bank reconciliation as at 30.9.21

Lloyds Business Bank Account - 43619360	9,353.20
Lloyds Treasurer Account - 43618960	84,701.81
Unity Trust Current Account T1 - 20443715	17,293.39
Unity Trust Instant Access Account - 20443728	39,973.00
Cash	<u>-</u>
<b>Total</b>	<b>151,321.40</b>

#### less unpresented cheques

0

**Total 151,321.40**

# Burton Green Parish Council

## APPENDIX D

This report was presented by the Clerk to the Council on 15<sup>th</sup> November 2021.

Balance of Unity Trust Current Account T1 as of 09/11/21: £25,535.19  
 Expected balance of Unity Trust account after invoices settled 20/12/21 **£23,681.56**

### Invoices to be paid by BACS on 15/11/21:

	PAYEE	DESCRIPTION	AMOUNT	STATUTORY PROVISION
1	H DU BOIS	Income Tax refund for HdB Oct 2021	£97.60	Local Government Act 1972, s112 (2)
2	H DU BOIS	Oct 2021 salary	£479.83	Local Government Act 1972, s112 (2)
3	WCC Pension Fund	Employers contribution for HdB Oct 2021	£128.93	Local Government Act 1972, s112 (2)
4	WCC Pension Fund	Employees contribution for HdB Oct 2021	£33.61	Local Government Act 1972, s112 (2)
5	H DU BOIS	Office costs and expenses Oct 2021	£51.49	Local Government Act (Financial Provisions) 1963, s5
6	Playsafety Ltd	Playground Inspection	£82.20	Local Spaces Act 1906, s14
7	Leicestershire Gardens	Grass Cutting (Sept)	£100.00	Local Spaces Act 1906, s14
		<b>Total</b>	<b>£973.66</b>	

### Invoices to be paid by BACS on 20/12/21:

	PAYEE	DESCRIPTION	AMOUNT	STATUTORY PROVISION
1	H DU BOIS	Income Tax refund for HdB Nov 2021	£97.40	Local Government Act 1972, s112 (2)
2	H DU BOIS	Nov 2021 salary	£480.03	Local Government Act 1972, s112 (2)
3	WCC Pension Fund	Employers contribution for HdB Nov 2021	£128.93	Local Government Act 1972, s112 (2)
4	WCC Pension Fund	Employees contribution for HdB Nov 2021	£33.61	Local Government Act 1972, s112 (2)
5	Leicestershire Gardens	Grass Cutting (Oct)	£100.00	Local Spaces Act 1906, s14
6	Information Commissioner	Annual Data Protection Fee	£40.00	Local Government Act (Financial Provisions) 1963, s5
		<b>Total</b>	<b>£879.97</b>	

### 2021/22 Reserves

LLOYDS TREASURERS ACCOUNT BALANCE		£55.70
LLOYDS BUSINESS BANK INSTANT ACCOUNT BALANCE	<i>CIL FUNDS</i>	£84,702.55
UNITY TRUST CURRENT ACCOUNT	<i>GENERAL</i>	£23,681.56
UNITY TRUST SAVINGS ACCOUNT	<i>EARMARKED</i>	£39,973.00
<b>TOTAL RESERVES</b>		<b>£148,412.81</b>

# Burton Green Parish Council

## 2021/22 Expenditure vs Budget

<b>BURTON GREEN PARISH COUNCIL BUDGET ANALYSIS 2021/22</b>		
	<b>Agreed budget 2021/22</b>	<b>FY21/22 Actuals to date</b>
<b>£ PAYMENTS</b>		
Advertising	£0.00	£0.00
Audit expenses	£430.00	£420.00
Capital (equipment purchase)	£0.00	£0.00
Clerks salary	£5,500.00	£3,101.06
Clerk tax dedcs to HMRC	£2,200.00	£647.41
Clerks superannuation (emp conts)	£1,600.00	£1,052.35
Clerk - office allow and internet	£310.00	£633.77
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	£308.37
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	£1,790.00
Postage/Telephone	£30.00	£1.29
Publications	£80.00	£0.00
Subscriptions	£350.00	£457.00
Training	£200.00	£0.00
Travel expenses (Cllrs)	£0.00	£0.00
Travel expenses (Clerk)	£150.00	£19.71
Unforeseen exp/misc	£200.00	£518.00
VAT	£1,500.00	£383.40
Website	£200.00	£0.00
<b>TOTAL EXPENDITURE</b>	<b>£25,713.35</b>	<b>£9,392.35</b>
<b>£ RECEIPTS</b>		
Bank interest	£15.00	£0.00
Precept	£18,595.00	£18,595.00
VAT refund	£1,500.00	£0.00
Community Infrastructure Levy	£0.00	£0.00
Grants	£0.00	£0.00
Interest	£15.00	£0.00
Miscellaneous	£0.00	£0.00
<b>TOTAL INCOME</b>	<b>£20,110.00</b>	<b>£18,595.00</b>