



Upwood and the Raveleys Parish Council

Parish Clerk – Mrs Carol Bilverstone. Kilimanjaro, 9 Meadow Road, Upwood, Huntingdon, Cambs. PE26 2QJ
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A meeting of Upwood and the Raveleys Parish Council was held on Monday 06 November 2017 at 7.00pm at Upwood Village Hall.

Present: Councillors J. Edwards, R. Howe (Chairman), J. Noble, J. Paxton, A. Perkins, G. Slater, H. Smith, M. Tew.

In Attendance: Mrs. C. Bilverstone (Clerk), County Councillor T. Rogers and 4 members of the public.

Minutes

78-11/17 To receive and approve apologies for absence.

Councillor Nel: Family commitment.

79-11/17 To receive declarations of interest.

Members are invited to declare disclosable pecuniary interests and other interests in items on the agenda as required by the Upwood and the Raveleys Parish Council Code of Conduct for Members and by the Localism Act 2011.

Councillor Paxton declared an interest in items 84-11/17.3 & 17.4, the planning applications for Church Farm.

80-11/17 Public participation.

To allow up to 10 minutes (2 minutes per person) for any members of the public and councillors declaring the existence and nature of a prejudicial interest to address the meeting in relation to the business on this agenda. There was no public participation.

81-11/17 To receive and approve the minutes of the parish council meeting held on 02 October 2017.

The minutes of the meeting of Upwood and the Raveleys Parish Council held on 02 October 2017 had been circulated in advance following their informal approval by the chairman. Councillor Tew proposed acceptance of the minutes. Councillor Slater seconded the proposal. All who had been present at the meeting were in favour and it was **resolved** to do so. The chairman signed the minutes.

82-11/17 To receive reports from county and district councillors.

Councillor Rogers confirmed that the Cambridgeshire County Council budget of the last financial year has been approved.

Discussions regarding council tax for 2018/2019 will take place during November.

Negotiations are taking place regarding the withdrawal of bus routes. The future of route 30 (Ramsey to Huntingdon) is under threat and the county council is currently negotiating for funding from the combined authority. Councillors noted the principles of "use it or lose it" but agreed that the timetables of many bus routes do not facilitate access to places of work or other regular commitments. Councillor Howe reminded members that there are several alternative transportation providers operating in this area (HACT, FACT and Dial a Bus) all of whom offer a good service. Councillor Tew confirmed that Ramsey Neighbourhood Trust is currently exploring options for local transportation.

Councillor Howe informed members of his decision to resign from his position as a cabinet member of Huntingdonshire District Council and thus also as deputy mayor of Cambridgeshire and Peterborough Combined Authority. He will continue to serve as a district and parish councillor until May 2018 and thereafter as a parish councillor.

Councillor Howe presented an overview of the work of the combined authority. Detailed information can be found at: <http://cambridgeshirepeterborough-ca.gov.uk/>

83-11/17 Matters arising or carried forward from the previous meeting.

83-11/17.1 Further to minute reference: 72-10/17.6 and subsequent consultation with the residents of neighbouring properties; to consider approval of work to reduce the height of the allotments hedge (northern boundary) to 2.4m (8 feet).

The clerk has consulted with residents of all neighbouring properties and with Upwood and the Raveleys Allotments Association and an agreement has been reached to reduce the height of the hedge to 2.4m (8 feet). Mr Andy Davis (who was contracted to carry out the work at the last meeting) has agreed that this is a viable and practical solution. The chairman suggested that the hedge should subsequently be trimmed on an annual basis and confirmed that the finance working party had allowed for this additional expense in its business plan for the next three years (see item 85-11/17.3). Councillor Noble proposed that the work should proceed on this basis. Councillor Smith seconded the proposal. All were in favour and it was **resolved** to do so.

84-11/17 Notification of planning items.

84-11/17.1 17/01622/OUT | Erection of a bungalow. Wennington Road, Little Raveley.

Councillor Perkins informed members that the owners of the land are resident in Little Raveley and they wish to build a property, similar in appearance to others in the village, to enable them to downsize. He proposed that councillors support this application. The chairman seconded the proposal adding that the parish council should encourage and offer support to residents who wish to stay in the parish as their circumstances change. All were in favour and it was **resolved** to do so.

84-11/17.2 17/02148/TRCA | Sycamore - fell - poor condition. Replant ash nearby | 67 High Street Upwood. PE26 2QE

Councillor Perkins confirmed that the tree is in poor condition and that its replacement would be of visual benefit. Councillor Smith proposed that the council supports this application. Councillor Slater seconded the proposal. All were in favour and it was **resolved** to do so.

84-11/17.3 17/01728/FUL | Amended planning application for plots three and four of the development of seven houses and two barn conversions | Farm Buildings Church Farm, Church Lane, Upwood.

Councillor Noble proposed that the council supports this application. Councillor Smith seconded the proposal. All agreed that the separation of plots three and four into two detached properties would be more in keeping with the development and it would enhance the street scene.

84-11/17.4 17/01857/S73 | Variation of condition 2 of application 15/00049/FUL - increase height of plot 9 to provide required headroom on second floor | Farm Buildings, Church Farm, Church Lane, Upwood.

The chairman closed the meeting and invited Mr Corney, the developer to speak. Mr Corney explained that he had bought the land with planning permission but the overall height of the dwelling on plot 9 had been overlooked on the original plans and therefore the ceiling height of the second floor was too low. Mr Corney confirmed that building regulations could be met by lowering the eaves slightly and raising the ridge by approximately 400mm – 500mm. To satisfy the concerns of neighbouring residents and members, he confirmed that this dwelling, at 8.975m high would be no higher than the neighbouring property at 54 Huntingdon Road. He also confirmed that the second floor windows will be skylights and not dormer windows; and that the property will face Huntingdon Road and not Church Lane. The chairman re-opened the meeting. Members reviewed the application together with the explanation provided by Mr Corney; the approval of two members of the public who were present at this meeting; and with consideration to a letter of objection received from residents of a neighbouring property. Councillor Noble proposed that the parish council should support this application. Councillor Slater seconded the proposal. Councillor Paxton abstained from voting. All other councillors were in favour and it was **resolved** to do so.

85-11/17 Finance

85-11/17.1 To approve accounts for payment: 06 November 2017.

| Date | Ref. No. | Payee | Description | Amount |
|----------|-----------|--------------------|---|--------|
| 06.11.17 | 89551092 | Mrs C. Silverstone | Clerk/RFO Salary. October 2017 | 707.38 |
| | | | Expenses: Working from home allowance, travel | 19.00 |
| 06.11.17 | 112332584 | HMRC | PAYE/NI | 8.87 |

| | | | | |
|----------|-----------|---------------------|---|----------|
| 06.11.17 | DD | SALVUS Master Trust | Employee + Employer Pension Contributions. October 2017 | 75.40 |
| 06.11.17 | 153949891 | Mr Andy Davis | Parish Maintenance: Grass cutting (no. 12) | 395.00 |
| 06.11.17 | 528389420 | MiJan Limited | Internal Audit 2017/2017 | 57.20 |
| 06.11.17 | 43014032 | CAPALC | Annual Catch up Day (C. Bilverstone & J. Paxton) | 50.00 |
| 06.11.17 | 351508745 | Kompan Ltd. | Bentley Close Play Area. Purchase and installation of replacement climbing net (inc. 2% early settlement discount). | £1736.95 |

The chairman proposed that the accounts be approved for payment. Councillor Noble seconded the proposal. All were in favour and it was **resolved** to do so. The chairman signed the list of payments on the agenda and the bank reconciliation. Councillor Noble countersigned the bank reconciliation.

85-11/17.2 To note income received: 06 November 2017:

| | | | | |
|----------|--------|-------------------------------|---|---------|
| 10.10.17 | 000009 | C. Holmes & Son | Commercial Land Rent: "Gravel Pits" | 168.00 |
| | | A. J. Mills Master Mason Ltd. | Cemetery Fee: Memorial | 60.00 |
| 19.10.17 | 000010 | P. Harper & Sons | Commercial Land Rent: "Dockfields" & "3-2-20" | 1416.00 |

85-11/17.3 To receive an update from the finance working party following its review of the business plan and associated budget requirements and to consider authorisation of the budget and precept for 2018/2019.

The finance working party met during October to review the business plan and associated budget requirements for the next three years and presented a proposed budget for 2018/2019 allowing for expenditure of £43,262.33, an increase of approximately £10,000 on the budget for 2017/2018. The chairman noted concerns for raised expenditure but added that he would struggle to identify areas to cut from this budget. He suggested that the parish council should commit to investigating funding opportunities for play equipment in future. Further to lengthy discussion, the chairman proposed that councillors approve the three year business plan and budget, and whilst mindful of the impact on residents, consider raising the precept by £2,000 to £25,000 for 2018/2019 to provide a total income of £27,024. The shortfall of £16,238.23 would therefore be covered by the parish council's reserves which are forecasted at approximately £39,000 by the end of this financial year. Councillor Smith seconded the proposal. All were in favour and it was **resolved** to do so.

Councillor Paxton asked that her thanks be recorded to the finance working party for its continued efforts to manage and uphold high standards of financial governance.

The three year budget and business plan was signed by the chairman and is attached as an appendix to these minutes with a summary below:

- The parish council has to budget for a fee of £1520 should the 2018 election go to poll (this is a statutory requirement). Additional councillor training is inevitable following the election.
- The budget allows for replacement of the clerk's laptop (when it becomes necessary) which was purchased in 2012.
- The parish council has resolved to extend the scope of its internal audit.
- The budget allows for a 3% increase to staff costs. Two members of staff are employed by the parish council but under nationally agreed terms and conditions.
- Additional investment in the parish newsletter was agreed (see item 85-11/17.6).
- The parish council continues to invest in parish maintenance. Additional work has been authorised to the churchyard, the cemetery and to the allotments.
- The parish council is required by its insurers to budget for the repair of the Bentley Close Play Area matting should it become necessary for safety reasons. £2,500 is held in the budget each year for this purpose. Repair and maintenance to the play area is becoming increasingly frequent and more expensive. Councillors agreed to allocate £2000 in its budget on an annual basis with a view to accruing funds over a period of time to maintain and update the play area.
- It is predicted that the cemetery will be full within approximately 20 years. Councillors agreed to allocate £2000 in its budget on an annual basis with a view to accruing funds to extend cemetery provision in the future.

- £1000 per year has been allocated to facilitate further work on the community led plan.

- 85-11/17.4 To consider supporting the clerk's attendance at an SLCC Branch Meeting (08 December).
The cost of attendance is £10 + travel to Sutton, Cambridgeshire 38 miles @ 0.45p per mile = £17.10. The meeting will include training on the EU General Data Protection Regulation which would normally cost £135. Councillor Smith proposed that the council support this application. Councillor Slater seconded the proposal. All were in favour and it was **resolved** to do so.
- 85-11/17.5 To acknowledge receipt of a revised internal audit report (in response to minute reference: 29-06/17.3).
The clerk had questioned the consistency of the internal auditor regarding his evaluation of the parish council's risk assessment process. The auditor responded that he "was probably a bit harsh, particularly since yours are much better than I find in many parish councils". He added "I am happy to revise my assessment of this aspect and attach a new report". The chairman asked that his thanks to the clerk be recorded for following up on this matter.
- 85-11/17.6 To receive the decision of Ramsey Wind Farm Community Benefit Fund with respect to the parish council's bid for funding to enhance communication networks across the parish.
The parish council understands that there were three other applicants (Upwood Cricket Club, the Nene Valley Gliding Club and The Wildlife Trust for Bedfordshire, Cambridgeshire and Northamptonshire (for Upwood Meadows)) from this parish and that funds have been awarded for very worthy projects to all.
The parish council is pleased that £2000 of its bid for £7922.12 has been awarded enabling the following projects to proceed:
- WiFi costs for the village hall. £28 per month = £672.00 for two years.
 - Parish Website Fees. £98.12 for two years.
 - At least two of the proposed six "Welcome to Upwood and the Raveleys" parish boundary signs @ £500.00.
The clerk has approached Cambridgeshire County Council with a view to finding a solution to address the shortfall (£1770.12) on this project (see item 86-11/17.1) and has received a favourable response from the Local Highway Officer who will attempt to secure the installation of all six parish boundary signs as part of the Local Highway Initiative for traffic calming between Upwood and Bury within the new budget (£2,500 from the parish council + £1229.88 from Ramsey Windfarm Community Benefit Fund). Should this be unsuccessful, the chairman proposed authorising the clerk to spend up to a maximum of £250 in addition if this would allow the installation of three rather than two signs. Councillor Slater seconded the proposal. All were in favour and it was **resolved** to do so.
- The proposal to upgrade the parish newsletter to full colour printing on glossy paper @ £346 per edition = £4152.00 for twelve editions (two years) was not successful on this occasion. The parish council **resolved** to increase its financial support of the newsletter under item 85-11/17.3 to enable it to continue to provide partial colour printing.
The clerk has received a pre-payment contract for the grant to be claimed by 02 February 2018 with evidence of expenditure to be sent within 24 months. The parish council may therefore receive and spend the grant within the same financial year. The clerk has asked for invoices from the village hall and the parish website for the total amounts, with the actual bills from the service providers forwarded on receipt over the next two years.

86-11/17 Traffic, Highways & Road Safety

- 86-11/17.1 To receive an update from Cambridgeshire County Council regarding Local Highway Initiative plans (2017/2018) for traffic calming on Ramsey Road.
Cambridgeshire County Council has confirmed that the formal consultation for the 50mph speed limit and 40mph extension on Huntingdon road has closed and no objections have been received. The parish council has received and approved the final drawings and expect final costings in the near future. It is hoped that the work will be completed during January 2018.
- 86-11/17.2 To receive an update on the council's application to the Local Highway Initiative 2018/2019 for a speed indicator device (SID).
The application has been made but the parish council has received no further correspondence to date.

87-11/17 Parish Land

87-11/17.1 To consider correspondence from DLA Piper UK LLP regarding its intention to claim for adverse possession of the legal title of the parcel of land which hosts operational equipment belonging to National Grid Gas PLC at Charter's Spinney.

The parish council has received a rather arrogant letter which basically claims "squatter's rights" to the footprint of the building on Charter's Spinney. The clerk offered a draft letter of response based on local knowledge and backed up by historical research. The land at Charter's Spinney has been owned and maintained by the parish council since its inception in 1894. The land is of historic importance and has sentimental value to the residents of this parish.

The clerk has evidence to prove that the siting of the building was presented as a statutory requirement and that the parish council had no choice in the matter. There are a significant number of references in the minutes recording a general dissatisfaction with its existence and the distinct lack of ongoing care and maintenance demonstrated by National Grid plc and its predecessors since its installation in 1990. There is also evidence that it took 10 years and several solicitor's letters to obtain a one off payment of £634.27 (with no interest) in place of unpaid wayleave. The clerk suggested that the parish council make a firm objection as she believes that National Grid plc has no right whatsoever to adverse possession of this parcel of land.

Councillor Tew proposed that the clerk responds to DLA Piper UK LLP to this effect. Councillor Smith seconded the proposal. All were in favour and it was **resolved** to do so.

88-11/17 Correspondence and Communications

88-11/17.1 Notification from Huntingdonshire District Council that the Housing & Economic Land Availability Assessment: October 2017 is available to view and comment from 04/10/17 18:00 to 03/11/17 16:30. Please see: <http://consult.huntingdonshire.gov.uk/portal/pp/helaa/helaa-10-2017>

88-11/17.2 An invitation to attend an Act of Remembrance at the war memorial in St. Peter's Church at 10:45am on Saturday 11 November.

89-11/17 To receive verbal reports from Parish Councillors on matters arising from their portfolio responsibilities.

No decisions can be made under this item.

Councillor Noble presented her risk assessment for November. A number of items were highlighted:

A post to prop up a leaning fence is a potential trip hazard along the path from Ailwine Road to Glebe Paddock. Councillor Smith will talk with the resident.

There are a few dead tree branches overhanging the churchyard which are at risk of falling. Councillor Perkins and Councillor Slater will arrange for their removal. They will also remove another small dead tree from the churchyard.

Two of the numbers in the play area matting have been removed in an act of vandalism. These now present a trip hazard although any falls would result in a soft landing. Councillor Slater will endeavour to undertake the repairs.

Councillor Tew has reviewed the community led plan and consideration was given to this in item 85-11/17.3. He proposed that the parish council conduct a housing needs assessment with a view to ensuring provision for residents as their circumstances change. He suggested that there may be potential to work with Bury Parish Council in this regard as plans for the airfield development progresses.

The clerk will meet with the newly appointed auditor in November.

The clerk informed members of an "Active Lifestyles" summer activity programme for young people which has been run successfully in the Offords by Huntingdonshire District Council and which could potentially be offered in Upwood. The chairman asked that an item be added to the next agenda to facilitate discussion about this and about youth involvement and engagement more generally.

90-11/17 Matters for future consideration. *No decisions can be made under this item.*

91-11/17 Date of next meeting: 04 December 2017, Upwood Village Hall, 7:00pm.

Close of meeting: 9:00pm

Attached:

the parish council's revised three-year business plan and accompanying budget proposals together with the confirmed budget for 2018/2019 (minute reference: 85-11/17.3).

| | Budget 2017/2018 | Budget 2018/2019 | Proposed Budget 2019/2020 | Proposed Budget 2020/2021 |
|--|---------------------|---------------------|------------------------------|------------------------------|
| Income | | | | |
| Precept | £23,000.00 | £25,000.00 | To be determined | To be determined |
| Commercial Land Rents | £1,584.00 | £1,584.00 | £1,584.00 | £1,584.00 |
| Cemetery Fees | £300.00 | £400.00 | £400.00 | £400.00 |
| Grant | | | | |
| Donations | | | | |
| Interest | £40.00 | £40.00 | £40.00 | £40.00 |
| Sale of assets | £0.00 | £0.00 | | |
| Total Income | £24,924.00 | £27,024.00 | £2,024.00 | £2,024.00 |
| Staff Costs | | | | |
| Clerk/RFO's Salary (Gross) | £9,125.00 | £9,398.75 | £9,680.71 | £9,971.13 |
| Working from Home Allowance | £190.00 | £200.00 | £200.00 | £200.00 |
| Cemetery Officer's Salary (Gross) | £730.00 | £751.90 | £774.46 | £797.69 |
| Travel Expenses | £200.00 | £200.00 | £200.00 | £200.00 |
| Pensions (Employer Contributions) | £492.75 | £507.53 | £522.76 | £538.44 |
| Total Staff Costs | £10,737.75 | £11,058.18 | £11,377.93 | £11,707.27 |
| Admin. & Training | | | | |
| Election Fee | £0.00 | £1,520.00 | £0.00 | £0.00 |
| Employee Training | £300.00 | £300.00 | £300.00 | £300.00 |
| IT Equipment | £50.00 | £400.00 | £50.00 | £50.00 |
| Audit Fees - internal audit | £70.00 | £250.00 | £260.00 | £270.00 |
| Audit fees - main audit | £160.00 | £240.00 | £250.00 | £260.00 |
| Bank Charges | £72.00 | £72.00 | £72.00 | £72.00 |
| Councillor Training | £415.00 | £515.00 | £615.00 | £715.00 |
| Local Council Award Scheme | £100.00 | £100.00 | £0.00 | £0.00 |
| Legal and Professional Fees | £500.00 | £500.00 | £500.00 | £500.00 |
| Meeting Hall Hire | £420.00 | £450.00 | £480.00 | £500.00 |
| Postage | £10.00 | £10.00 | £10.00 | £10.00 |
| Stationery | £100.00 | £150.00 | £160.00 | £170.00 |
| Telephone Expenses | £15.00 | £15.00 | £15.00 | £15.00 |
| Insurance | £427.15 | £427.15 | £500.00 | £500.00 |
| Subscriptions (CAPALC, SLCC etc.) | £650.00 | £740.00 | £706.00 | £706.00 |
| Books & Publications | £100.00 | £100.00 | £100.00 | £100.00 |
| Total admin. & training | £3,389.15 | £5,789.15 | £4,018.00 | £4,168.00 |
| Community Services | | | | |
| Newsletter (S142) | £600.00 | £1,255.00 | £1,275.00 | £1,300.00 |
| Parish Website (S142) | £50.00 | £60.00 | £70.00 | £80.00 |
| Parish Grants (S137) | £500.00 | £500.00 | £500.00 | £500.00 |
| Parish Grants (non-S137) | £1,200.00 | £2,500.00 | £1,200.00 | £1,200.00 |
| Total Community Services | £2,350.00 | £4,315.00 | £3,045.00 | £3,080.00 |
| Parish Asset Maintenance | | | | |
| Grass & Hedge Cutting | £7,000.00 | £8,950.00 | £9,450.00 | £9,950.00 |
| Tree maintenance | £800.00 | £800.00 | £800.00 | £800.00 |
| Maintenance of ditches | £0.00 | £0.00 | £500.00 | £500.00 |
| Cemetery/Churchyard Maintenance/Repair | £1,000.00 | £1,000.00 | £1,000.00 | £1,000.00 |
| Purchase of land for cemetery extension. | £2,000.00 | £2,000.00 | £2,000.00 | £2,000.00 |
| Play Area | £2,750.00 | £5,000.00 | £5,000.00 | £5,000.00 |
| Glebe Paddock | £500.00 | £500.00 | £500.00 | £500.00 |
| Winter Gritting Tools | £100.00 | £100.00 | £100.00 | £100.00 |
| Miscellaneous | £250.00 | £250.00 | £250.00 | £250.00 |
| Total Parish Asset Maintenance | £14,400.00 | £18,600.00 | £19,600.00 | £20,100.00 |
| Projects | | | | |
| Noticeboards | £0.00 | £0.00 | £0.00 | £0.00 |
| Highways | £2,500.00 | £2,500.00 | £2,500.00 | £2,500.00 |
| Neighbourhood Plan | £0.00 | £0.00 | £0.00 | £0.00 |
| Community Led Plan | £0.00 | £1,000.00 | £1,000.00 | £1,000.00 |
| Total Projects | £2,500.00 | £3,500.00 | £3,500.00 | £3,500.00 |
| Total Expenses | £33,376.90 | £43,262.33 | £41,540.93 | £42,555.27 |
| | less accruals = | less accruals = | less accruals = | less accruals = |
| | £31,376.90 | £39,262.33 | £37,540.93 | £38,555.27 |
| Accrued Cemetery Fund | £2,000.00 | £4,000.00 | £6,000.00 | £8,000.00 |
| Accrued Play Area Fund | £0.00 | £2,000.00 | £4,000.00 | £6,000.00 |

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| | Action Notes / Business Plan |
|--|--|
| Income | |
| Precept | |
| Commercial Land Rents | £1416 fixed for combined tenancy of Dockfields & 3-2-20 until October 2019. Gravel Pits currently £168 per annum. |
| Cemetery Fees | Review Cemetery Fee Structure in 2017-2018 (last reviewed in 2013-2014) |
| Grant | Proposed grant for Neighbourhood Planning. Initially delayed until 2018/2019 and subsequently cancelled |
| Donations | |
| Interest | |
| Sale of assets | None predicted |
| Total Income | |
| Staff Costs | |
| Clerk/RFO's Salary (Gross) | Added 3% per annum to account for NJC increase or salary review. |
| Working from Home Allowance | Nationally agreed figure of £10/month. Budget allows for an increase to £15 |
| Cemetery Officer's Salary (Gross) | Added 3% to account for NJC increase or salary review. Also added £250 per year to allow 30 extra hours for misc. maintenance projects |
| Travel Expenses | |
| Pensions (Employer Contributions) | Based on projected salaries (5% contribution rate). The cemetery officer is currently not opted in to the pension scheme but could choose to at any time. |
| Total Staff Costs | |
| Admin. & Training | |
| Election Fee | |
| Employee Training | The clerk needs to accrue at least 12 CPD points per year re. Local Council Award Scheme (reduced from 18 on leaving ILCM) |
| IT Equipment | Annual budget to allow for laptop servicing if necessary. Current laptop purchased in 2012. Provision to replace/update if necessary in 2018/2019 |
| Audit Fees - internal audit | Fixed fee with annual increase to account for inflation |
| Audit fees - main audit | Fixed fee with annual increase to account for inflation |
| Bank Charges | Introduced during 2016/2017 |
| Councillor Training | Election in 2018 |
| Local Council Award Scheme | Proposed application for Quality Gold status in 2018. Re-certification required after 4 years. |
| Legal and Professional Fees | None predicted. Nominal figure for unforeseen eventualities |
| Meeting Hall Hire | Annual increase to allow for inflation |
| Postage | |
| Stationery | |
| Telephone Expenses | |
| Insurance | 3 year agreement with Hiscox. Increased premium allowed for 2019-2020 |
| Subscriptions (CAPALC, SLCC etc.) | Addition of subscription to "Parish Online" digital mapping software from 2018/2019 |
| Books & Publications | Provision for purchase of new editions of essential books |
| Total admin. & training | |
| Community Services | |
| Newsletter (S142) | To cover the cost of continued provision of colour printing on inside pages & front and back cover. Provision for a small increase over three years. |
| Parish Website (S142) | Provision for a small increase |
| Parish Grants (S137) | |
| Parish Grants (non-S137) | Annual support of the village hall (in support of insurance and WiFi costs). Proposal to cover 50% of defibrillator costs in 2018/2019 @ £1300 |
| Total Community Services | |
| Parish Asset Maintenance | |
| Grass & Hedge Cutting | A new three year contract was awarded to commence in the Spring of 2016. Additional churchyard, cemetery & allotments hedge maintenance agreed. |
| Tree maintenance | Phase three completed 2016/2017. |
| Maintenance of ditches | Ditch maintenance carried out in 2015/2016. No provision required for the next three years |
| Cemetery/Churchyard Maintenance/Repair | Provision for the replacement of the boundary fence in 2017/2018. Maintenance/refurbishment of the chapel of rest in 2018/2019/2020 (unbudgeted roof repairs carried out in 2016/2017) |
| Purchase of land for cemetery extension. | £2000 per year earmarked from 2017/18. It is predicted that the "new" cemetery will serve the community until approximately 2035. |
| Play Area | £2500 held in budget for replacement of matting & allow for other repairs/replacement parts + inspection. Accrual of £2000 from 2018/2019 per year planned for future investment |
| Glebe Paddock | £400 per annum rent. Fixed fee for 10 years (until 2023). Consider formal inspection |
| Winter Gritting Tools | Provision made for replacement of grit bins. Tools provided by CCC. |
| Miscellaneous | Provision for the servicing of volunteer's lawn mower. Purchase of paint, preservative & maintenance materials |
| Total Parish Asset Maintenance | |
| Projects | |
| Noticeboards | Cost of refurbishment and re-siting of the noticeboards covered by a grant from the Windfarm Trust. November 2015 |
| Highways | Provision made for Highways Initiatives as per the findings of the Community Led Plan |
| Neighbourhood Plan | Proposal for 2018 / 2019 |
| Community Led Plan | Plan completed in 2015 |
| Total Projects | |
| Total Expenses | |

R. Steward 7.11.17