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Members of the Finance & General Purposes Committee are summoned to attend a meeting on Tuesday 9th March 2021 at 7.30pm. This virtual meeting is open to the public.

AGENDA

Public Session

1. Apologies for Absence
2. To adopt the Minutes of the Finance & General Purposes Meeting held on 9 February 2021
3. To consider Matters Arising from the above Minutes not covered elsewhere on this agenda
4. Declarations of Interest and Requests for Dispensations
5. To note the RFO's Report, and to approve the latest Budget Monitoring and Payments Reports
6. To make recommendations on a grant request from Morelands Camping
7. To make recommendations on a grant request from Eastleigh Youth & Community Trust
8. To note the Clerk's Report, including an update on Parish Council assets
9. Date, time and place for the next meeting – Tuesday 13 April 2021 at 7.30pm online

D L Wheal
Clerk to Bishopstoke Parish Council
3 March 2021

**Minutes of a Meeting of the Finance and General Purposes Committee
held virtually commencing at 7.30pm on 9 February 2021**

Present: Cllrs Tidridge (Chair), Dean, Harris, Parker-Jones, Thornton, Toher and Winstanley

In Attendance: Mr D Wheal (Clerk to Bishopstoke Parish Council)
Mrs S Thorogood (RFO to Bishopstoke Parish Council)

Public Attendance: 0 members of the public were present

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53 Apologies for Absence

53.1 All Cllrs were present.

54 To accept as a true record, and sign, the Minutes of the Finance and General Purposes Committee Meeting held on 12 January 2021

54.1 The Minutes of the above meeting had been circulated prior to the meeting. Cllr Toher noted that the decision on the precept had been for a 0% rise in Council Tax rather than that Council Tax remain unchanged and requested this be amended.

Action: Clerk

54.2 Proposed Cllr Toher, Seconded Cllr Dean, **RESOLVED** unanimously that the minutes of the Finance and General Purposes Committee meeting held on 12 January, as amended in 54.1, be accepted as a true record.

55 To consider Matters Arising from the above Minutes

55.1 Cllr Parker-Jones asked if there was an update on the grant application from Morelands Camping. The Clerk replied that there was not, but that he would contact the applicant to get more information.

Action: Clerk

56 Declarations of Interest and Requests for Dispensations

56.1 There were no declarations or requests.

57 To note the RFO's Report, and to approve the latest Budget Monitoring and Payments Reports

57.1 The RFO's report had been included in the document pack for the meeting. It is included in the minutes as Appendix A. The Committee agreed to note the report. The Clerk noted the grant payment to the Street Pastors and informed the Committee that there had been a letter of thanks from the Street Pastors which also stated that they are in the process of training new people to join. Cllr Toher asked why the cost of installing play area signs was so large. The RFO noted that the fixings had to be specially made and this had boosted the cost.

57.2 Proposed Cllr Parker-Jones, Seconded Cllr Toher, **RESOLVED** unanimously that the Committee approve the Budget Monitoring and Payments Reports for January 2021.

58 To make recommendations the Parish banking arrangements

58.1 The RFO had prepared a report on possible alternative providers for the Council to bank with which was included with the supporting documents. The Committee thanked the RFO for her work. After discussion it was agreed that the Committee would like more information on the ethical qualities of the recommended providers and also requested the RFO investigate other potential suppliers of banking facilities in time for the next Committee meeting.

Action: RFO

58.2 Proposed Cllr Tidridge, Seconded Cllr Parker-Jones, **RESOLVED** unanimously that the recommendation on Parish banking arrangements be deferred to the next meeting.

59 To recommend approval of the Financial Systems Risk Assessment for 2020-21

59.1 The Risk Assessment had been circulated with the document pack for this meeting.

59.2 The Clerk noted that the only changes were to the renewal date of the insurance and to the amount of fidelity guarantee insurance held. All other items had been reviewed and remain unchanged. Cllr Parker-Jones asked whether the assessment should include risk to income for the Memorial Hall due to coronavirus. The Clerk noted that in the previous year the references to the Memorial Hall had been removed from the document due to its accounts being run separately under the charitable trust.

59.3 Proposed Cllr Dean, Seconded Cllr Harris, **RECOMMENDED** unanimously to recommend approval of the Financial Systems Risk Assessment for 2020-21.

60 To recommend repurposing the 2020-21 election budget for play areas

60.1 The Clerk informed the Committee that the November inspections had noted a number of areas of Sayers Road play area in particular that needed either maintenance or replacement. The play area equipment maintenance budget has already been fully utilised, and it is therefore necessary to transfer at least £5,000 from other funds to complete these repairs. The Clerk recommended transferring the money from the election budget as there is no prospect of it being used for elections in this financial year and it would also provide a surplus of money in the event that the February inspections lead to more work being identified.

60.2 The Committee raised a number of concerns about the equipment at Sayers Road failing so soon after installation. The Clerk was requested to investigate whether any of the work would be covered by warranty, and to also try to ensure that any replacement equipment is not likely to fail in the same way. Finally the Committee requested that the Officers take account of likely failure rate of various pieces of equipment in future budget planning.

Action: Clerk and RFO

60.3 Proposed Cllr Toher, Seconded Cllr Parker-Jones, **RECOMMENDED** unanimously that the Council approve the virement of £8,000 from the Election budget heading to play area equipment maintenance.

61 To note the Clerk's Report, including an update on Parish Council assets

61.1 The Clerk's report had been included in the document pack and was noted by the Committee. It is included in the minutes as Appendix B.

61.2 The Clerk informed the Committee that an update had been received from the police regarding the break-ins at the Memorial Hall over the summer. The police report that the Youth Offending Team “have made the decision to issue the young man who we suspected was involved with a community resolution for criminal damage. This means that he has accepted responsibility for the criminal damage to the window and will be receiving ongoing intervention from the Youth Offending Team to ensure that this kind of behaviour does not continue.”

62 Date, time, place and agenda items for next meeting

62.1 The next meeting is scheduled to be on Tuesday 9th March 2021 at 7:30pm online. Agenda items for this meeting should be received by the Clerk no later than Monday 1st March 2021.

There being no further business, the Chair closed the meeting at 8:20pm

DRAFT

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____

REPORT TO BISHOPSTOKE PARISH COUNCIL (Finance & General Purposes Committee)

9th March 2021
Agenda Item: 5

| |
|----------------------------------------------------|
| Report Subject: To receive the RFO's Report |
|----------------------------------------------------|

Payments Lists:

Significant items for February included payment of grants to both the Evangelical and Methodist Church, as resolved by Full Council, tree work to the Cemetery, installation of shutters to the Warwick shed windows at Underwood Road Allotment site, and quarterly playground inspections.

The Clerk and RFO have now moved their phone networks to Sky Mobile, and the Cemeteries Officer has moved her phone network to O2 to get better value for money for the Council.

Budgeting Monitoring:

As at end of February, the Council is already over budget on income, with cheques to bank for further Cemetery income. The Council is under budget on expenditure by over £110,000; however there are expected costs to come for Y-Zone funding, fencing work to the Cemetery, and regular monthly salaries and grounds contract costs.

Sophie Thorogood
RFO to Bishopstoke Parish Council
2nd March 2021

Financial Budget Comparison

Comparison between 01/04/20 and 02/03/21 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

| | | Previous Year's Net | 2020/2021 | Actual Net | Balance | 2021/2022 |
|----------------------------|-----------------------------|------------------------|-------------|-------------|------------|-------------|
| INCOME | | | | | | |
| Admin | | | | | | |
| 100 | Precept | £219,889.82 | £230,904.24 | £230,904.24 | £0.00 | £230,904.24 |
| 110 | Council Tax Support Grant | £9,162.08 | £4,500.00 | £4,589.60 | £89.60 | £0.00 |
| 120 | Interest Receivable | £1,066.11 | £200.00 | £553.59 | £353.59 | £500.00 |
| 130 | Grants | £21,911.33 | £0.00 | £0.00 | £0.00 | £0.00 |
| 140 | General | £690.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| 160 | Insurance Claim | £0.00 | £0.00 | £3,426.21 | £3,426.21 | £0.00 |
| Total Admin | | £252,719.34 | £235,604.24 | £239,473.64 | £3,869.40 | £231,404.24 |
| Community | | | | | | |
| 500 | Carnival | £3,250.00 | £3,500.00 | £0.00 | -£3,500.00 | £3,500.00 |
| Total Community | | £3,250.00 | £3,500.00 | £0.00 | -£3,500.00 | £3,500.00 |
| Burial Ground | | | | | | |
| 800 | Interment | £8,300.00 | £10,000.00 | £6,825.00 | -£3,175.00 | £12,000.00 |
| 810 | Burial Grant Purchase | £7,100.00 | £0.00 | £3,630.00 | £3,630.00 | £4,000.00 |
| 820 | Grant Transfer | £230.00 | £0.00 | £150.00 | £150.00 | £150.00 |
| 830 | Memorials | £4,185.00 | £2,000.00 | £2,040.00 | £40.00 | £2,000.00 |
| 840 | Donations / Recovered Costs | £210.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| 850 | Child Funeral Fund | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| 860 | General | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Burial Ground | | £20,025.00 | £12,000.00 | £12,645.00 | £645.00 | £18,150.00 |
| Allotments | | | | | | |
| 900 | Rent | £4,905.35 | £5,000.00 | £4,910.83 | -£89.17 | £6,000.00 |
| 910 | Deposits | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| 920 | General | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Allotments | | £4,905.35 | £5,000.00 | £4,910.83 | -£89.17 | £6,000.00 |
| Total Income | | £280,899.69 | £256,104.24 | £257,029.47 | £925.23 | £259,054.24 |

Financial Budget Comparison

Comparison between 01/04/20 and 02/03/21 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

| | | Previous Year's Net | 2020/2021 | Actual Net | Balance | 2021/2022 |
|----------------------|-----------------------------|------------------------|------------|------------|------------|------------|
| EXPENDITURE | | | | | | |
| Admin | | | | | | |
| 1000 | Salaries | £44,009.00 | £55,000.00 | £60,017.23 | -£5,017.23 | £61,500.00 |
| 1001 | NI | £12,538.46 | £16,000.00 | £3,956.16 | £12,043.84 | £0.00 |
| 1002 | Pensions | £14,578.29 | £17,500.00 | £11,352.52 | £6,147.48 | £0.00 |
| 1003 | Staff Expenses | £1,416.18 | £1,948.00 | £1,914.13 | £33.87 | £0.00 |
| 1100 | Staff Training | £524.00 | £1,000.00 | £0.00 | £1,000.00 | £0.00 |
| 1200 | Seminars / Conferences | £0.00 | £200.00 | £0.00 | £200.00 | £0.00 |
| 1300 | Recruitment | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| 1400 | Office Consumables | £592.84 | £1,000.00 | £565.90 | £434.10 | £0.00 |
| 1500 | Printer Ink | £874.40 | £1,000.00 | £168.27 | £831.73 | £0.00 |
| 1999 | Suspense | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Admin | | £74,533.17 | £93,648.00 | £77,974.21 | £15,673.79 | £61,500.00 |
| Council | | | | | | |
| 2000 | Audit | £1,350.00 | £1,500.00 | £1,350.00 | £150.00 | £0.00 |
| 2100 | Insurance | £2,130.41 | £2,200.00 | £2,494.22 | -£294.22 | £0.00 |
| 2200 | Professional Memberships | £2,469.66 | £2,500.00 | £2,037.22 | £462.78 | £0.00 |
| 2300 | Room Hire | £50.00 | £200.00 | £0.00 | £200.00 | £0.00 |
| 2400 | Reference Materials | £187.49 | £200.00 | £119.99 | £80.01 | £0.00 |
| 2500 | Councillor Elections | £0.00 | £8,000.00 | £0.00 | £8,000.00 | £0.00 |
| 2501 | Councillor Training | £45.00 | £1,500.00 | £0.00 | £1,500.00 | £0.00 |
| 2502 | Chair's Expenses | £23.14 | £150.00 | £17.00 | £133.00 | £0.00 |
| 2503 | Councillor's Expenses | £0.00 | £0.00 | £29.99 | -£29.99 | £0.00 |
| 2600 | IT Software / Subscriptions | £2,622.90 | £1,000.00 | £2,197.77 | -£1,197.77 | £0.00 |
| Total Council | | £8,878.60 | £17,250.00 | £8,246.19 | £9,003.81 | £0.00 |
| Buildings | | | | | | |
| 3000 | Grounds Contract | £427.80 | £430.00 | £392.15 | £37.85 | £0.00 |

Financial Budget Comparison

Comparison between 01/04/20 and 02/03/21 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

| | | Previous Year's Net | 2020/2021 | Actual Net | Balance | 2021/2022 |
|-----------------------------|-------------------------------------|------------------------|------------|------------|------------|-----------|
| 3100 | Additional Grounds Maintenance | £25.00 | £200.00 | £212.00 | -£12.00 | £0.00 |
| 3200 | Furnishings | £174.16 | £500.00 | £241.46 | £258.54 | £0.00 |
| 3300 | Cleaning | £550.00 | £650.00 | £340.00 | £310.00 | £0.00 |
| 3400 | IT equipment Purchase | £3,387.82 | £5,500.00 | £849.55 | £4,650.45 | £0.00 |
| 3401 | IT Equipment Maintenance | £0.00 | £200.00 | £0.00 | £200.00 | £0.00 |
| 3500 | Maintenance | £363.30 | £600.00 | £755.30 | -£155.30 | £0.00 |
| 3900 | Utilities - Electricity | £750.98 | £850.00 | £516.84 | £333.16 | £0.00 |
| Total Buildings | | £5,679.06 | £8,930.00 | £3,307.30 | £5,622.70 | £0.00 |
| Communications | | | | | | |
| 4000 | Email | £0.00 | £0.00 | £49.43 | -£49.43 | £0.00 |
| 4100 | Websites | £0.00 | £2,500.00 | £0.00 | £2,500.00 | £0.00 |
| 4200 | Office Landline | £301.07 | £350.00 | £336.98 | £13.02 | £0.00 |
| 4300 | Office Broadband | £300.00 | £350.00 | £190.25 | £159.75 | £0.00 |
| 4400 | Newsletter Printing | £671.85 | £3,500.00 | £0.00 | £3,500.00 | £0.00 |
| 4500 | Noticeboard Purchase | £0.00 | £1,500.00 | £0.00 | £1,500.00 | £0.00 |
| 4501 | Noticeboards Installation | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Communications | | £1,272.92 | £8,200.00 | £576.66 | £7,623.34 | £0.00 |
| Community | | | | | | |
| 5000 | Grants - General (GPC) | £0.00 | £6,500.00 | £12,230.95 | -£5,730.95 | £0.00 |
| 5001 | Grants - General (S137) | £5,430.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| 5002 | Grants - Carnival | £600.00 | £300.00 | £0.00 | £300.00 | £0.00 |
| 5003 | Grants - Community Buildings | £21,806.62 | £4,000.00 | £13,773.24 | -£9,773.24 | £0.00 |
| 5100 | Climate Change Project | £0.00 | £5,000.00 | £0.00 | £5,000.00 | £0.00 |
| 5200 | Safety, Security & Crime Prevention | £0.00 | £15,000.00 | £478.37 | £14,521.63 | £0.00 |
| 5300 | Yzone | £25,000.00 | £25,000.00 | £0.00 | £25,000.00 | £0.00 |
| 5400 | Travel Token Repayments | £2,200.00 | £3,500.00 | £1,275.00 | £2,225.00 | £0.00 |

Financial Budget Comparison

Comparison between 01/04/20 and 02/03/21 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

| | | Previous Year's Net | 2020/2021 | Actual Net | Balance | 2021/2022 |
|-----------------------------------|--------------------------------|------------------------|------------|------------|------------|-----------|
| 5401 | Travel Token New | £0.00 | £200.00 | £0.00 | £200.00 | £0.00 |
| 5500 | Neighbourhood Plan Consultants | £2,454.60 | £0.00 | £1,820.00 | -£1,820.00 | £0.00 |
| 5501 | Neighbourhood Plan Publicity | £103.52 | £0.00 | £103.51 | -£103.51 | £0.00 |
| 5502 | Neighbourhood Plan General | £77.03 | £0.00 | £0.00 | £0.00 | £0.00 |
| 5600 | Carnival | £4,479.84 | £5,700.00 | £0.00 | £5,700.00 | £0.00 |
| 5700 | Armistice Day | £17.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| Total Community | | £62,168.61 | £65,200.00 | £29,681.07 | £35,518.93 | £0.00 |
| Street Furniture | | | | | | |
| 6000 | Bus Shelters Purchase | £0.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| 6002 | Bus Shelter Maintainance | £0.00 | £500.00 | £5,316.21 | -£4,816.21 | £0.00 |
| 6003 | Bus Shelter Cleaning | £0.00 | £1,000.00 | £0.00 | £1,000.00 | £0.00 |
| 6100 | Benches Purchase | £0.00 | £4,000.00 | £0.00 | £4,000.00 | £0.00 |
| 6200 | Bins Purchase | £0.00 | £2,000.00 | £0.00 | £2,000.00 | £0.00 |
| 6203 | Bins Emptying | £1,246.54 | £0.00 | £1,392.04 | -£1,392.04 | £0.00 |
| 6300 | Clocks Purchase | £0.00 | £500.00 | £0.00 | £500.00 | £0.00 |
| 6302 | Clocks Maintenance | £395.00 | £0.00 | £0.00 | £0.00 | £0.00 |
| 6500 | Christmas Decorations Purchase | £0.00 | £2,000.00 | £0.00 | £2,000.00 | £0.00 |
| 6600 | Defibrillators Purchase | £0.00 | £2,000.00 | £0.00 | £2,000.00 | £0.00 |
| Total Street Furniture | | £1,641.54 | £12,000.00 | £6,708.25 | £5,291.75 | £0.00 |
| Play Area & Open Space | | | | | | |
| 7000 | Grounds Contract | £25,125.48 | £25,220.00 | £23,031.69 | £2,188.31 | £0.00 |
| 7100 | Additional Grounds Maintenance | £1,140.00 | £2,800.00 | £1,306.00 | £1,494.00 | £0.00 |
| 7300 | Play Equipment Purchase | £0.00 | £2,500.00 | £0.00 | £2,500.00 | £0.00 |
| 7301 | Equipment Maintenance | £6,452.95 | £6,700.00 | £6,993.61 | -£293.61 | £0.00 |
| 7302 | Play Area Inspections | £1,815.60 | £2,000.00 | £1,880.85 | £119.15 | £0.00 |
| 7399 | Play Area & Open Space Other | £153.73 | £200.00 | £6.00 | £194.00 | £0.00 |
| 7400 | Works and Improvements | £575.00 | £0.00 | £0.00 | £0.00 | £0.00 |

Financial Budget Comparison

Comparison between 01/04/20 and 02/03/21 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

| | | Previous Year's Net | 2020/2021 | Actual Net | Balance | 2021/2022 |
|-----------------------------------------|--------------------------------|------------------------|------------|------------|------------|-----------|
| 7800 | Trees | £2,650.00 | £9,000.00 | £3,150.00 | £5,850.00 | £0.00 |
| 7801 | Tree Surveys | £1,680.00 | £1,500.00 | £0.00 | £1,500.00 | £0.00 |
| Total Play Area & Open Space | | £39,592.76 | £49,920.00 | £36,368.15 | £13,551.85 | £0.00 |
| Burial Ground | | | | | | |
| 8000 | Grounds Contract | £13,784.80 | £13,800.00 | £12,550.65 | £1,249.35 | £0.00 |
| 8100 | Additional Grounds Maintenance | £1,892.38 | £900.00 | £1,752.67 | -£852.67 | £0.00 |
| 8200 | Fences | £0.00 | £0.00 | £110.00 | -£110.00 | £0.00 |
| 8300 | Replacement Benches | £0.00 | £1,000.00 | £0.00 | £1,000.00 | £0.00 |
| 8399 | Burial Authority Other | £0.00 | £500.00 | £714.15 | -£214.15 | £0.00 |
| 8400 | Works & Improvements | £15,145.70 | £25,000.00 | £16,328.97 | £8,671.03 | £0.00 |
| 8500 | Memorial Costs | £3,884.29 | £2,000.00 | £22.00 | £1,978.00 | £0.00 |
| 8800 | Trees | £5,425.00 | £6,500.00 | £3,892.50 | £2,607.50 | £0.00 |
| 8901 | Utilities - Water | £989.17 | £250.00 | £86.84 | £163.16 | £0.00 |
| Total Burial Ground | | £41,121.34 | £49,950.00 | £35,457.78 | £14,492.22 | £0.00 |
| Allotments | | | | | | |
| 9000 | Grounds Contract | £630.00 | £660.00 | £577.50 | £82.50 | £0.00 |
| 9100 | Additional Grounds Maintenance | £229.57 | £400.00 | £70.00 | £330.00 | £0.00 |
| 9200 | Fences | £0.00 | £2,000.00 | £0.00 | £2,000.00 | £0.00 |
| 9300 | Equipment Purchase | £2,276.22 | £800.00 | £471.09 | £328.91 | £0.00 |
| 9399 | Allotments Other | £0.00 | £200.00 | £0.00 | £200.00 | £0.00 |
| 9400 | Works & Improvements | £477.50 | £0.00 | £375.00 | -£375.00 | £0.00 |
| 9600 | Plot Maintenance and Clearance | £2,666.00 | £1,250.00 | £706.00 | £544.00 | £0.00 |
| 9700 | Buildings (Inc. sheds) | £431.06 | £2,500.00 | £737.18 | £1,762.82 | £0.00 |
| 9800 | Trees | £0.00 | £2,000.00 | £650.00 | £1,350.00 | £0.00 |
| 9900 | Utilities - Electricity | £502.74 | £1,200.00 | £382.09 | £817.91 | £0.00 |
| 9901 | Utilities - Water | £852.60 | £2,000.00 | £2,559.84 | -£559.84 | £0.00 |
| Total Allotments | | £8,065.69 | £13,010.00 | £6,528.70 | £6,481.30 | £0.00 |

Financial Budget Comparison

Comparison between 01/04/20 and 02/03/21 inclusive.

Excludes transactions with an invoice date prior to 01/04/20

| | Previous Year's Net | 2020/2021 | Actual Net | Balance | 2021/2022 |
|--------------------------|------------------------|--------------------|-------------------|-------------|--------------------|
| Total Expenditure | £242,953.69 | £318,108.00 | £204,848.31 | £113,259.69 | £61,500.00 |
| Total Income | £280,899.69 | £256,104.24 | £257,029.47 | £925.23 | £259,054.24 |
| Total Expenditure | £242,953.69 | £318,108.00 | £204,848.31 | £113,259.69 | £61,500.00 |
| Total Net Balance | £37,946.00 | -£62,003.76 | £52,181.16 | | £197,554.24 |

Bishopstoke Parish Council

Finance & General Purposes Meeting

9th March 2021

Payments (February 2021)

Direct Debit payments

| | | | |
|-------------|----------------------------------------|---|-------|
| BT | Office - Phone & broadband (Feb 21) | £ | 44.94 |
| Eon | Office - Electricity (Feb 21) | £ | 29.00 |
| British Gas | Allotments - UR - Electricity (Jan 21) | £ | 16.09 |
| British Gas | Shears Mill - Electricity (Jan 21) | £ | 11.22 |
| Sky Mobile | DW Mobile Phone (Feb 21) | £ | 20.00 |

Staff Debit Card payments

| | | | |
|-----------------|---------------------|---|-------|
| JW - Vodafone | Mobile phone top-up | £ | 5.00 |
| JW - O2 Mobile | Mobile phone top-up | £ | 10.00 |
| JW - O2 Mobile | Mobile phone top-up | £ | 10.00 |
| ST - Sky Mobile | Mobile phone top-up | £ | 8.00 |

BACS payments

| | | | |
|------------------------------------|------------------------------------------------------|---|----------|
| Fosters Tree Surgeons | Remove fallen conifer & overhanging limb at Cemetery | £ | 648.00 |
| Ryan O'Connor | Replace broken door handle BMH | £ | 85.00 |
| Bruno Construction | Replacement 3 LED lights Shears Mill | £ | 167.64 |
| Bishopstoke Methodist Church | Grant | £ | 1,120.00 |
| Eastleigh Borough Council | Dog bin emptying (Jan 21) | £ | 49.06 |
| Ryan O'Connor | Installation shutters to UR Warwick Shed | £ | 718.80 |
| Bishopstoke Evangelical Church | Grant | £ | 2,000.00 |
| Kays Group Taxis | Travel Token Refund | £ | 300.00 |
| Mike Thornton | Travel Token Refund | £ | 45.00 |
| Essential Cleaning and Maintenance | Covid deep cleaning BMH Oct 20 | £ | 102.00 |
| Seagrave Inspection Services | 6 Operational Playground Inspections Feb 21 | £ | 570.78 |

| | | |
|-------------|-------------------------------|------------|
| Staff | Salary | £ 4,532.78 |
| Staff | Mileage + Office Allowance | £ 135.95 |
| HMRC | Tax / NI | £ 1,076.62 |
| HCC | LGPS | £ 1,390.19 |
| Green Smile | Ground Maintenance (Feb 2021) | £ 3,979.31 |

Cheque payments

£ -

Out Of Pocket Expenses
N/A

Clerk - DW

£ -

Sub total £ -

Out Of Pocket Expenses

Projects Officer - CT

Sub total £ -

Out Of Pocket Expenses
N/A

RFO - ST

£ -

Sub total £ -

Out Of Pocket Expenses
N/A

Cemeteries Officer - JW

£ -

Sub total £ -

Total payments

£ 17,075.38



APPLICATION FOR GRANT AID

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| 1. | Name of Organisation. | PPEDS (Morelands Copse Camping) |
| 7. | What are the objectives of the Organisation, and do any "Membership" criteria apply? | <p>Morelands Copse camping was started to fund local charity PPEDS (ponies and pets educating diabetics and siblings) Its purpose is to help the children and their families to understand and manage their disease and provide support for them at a difficult time. The charity is open to anyone who is suffering from the disease or has trauma or lifestyle changes as a direct result of it.</p> <p>The objectives and aims of the charity are as follows:</p> <p>a) The relief of physically and mentally disabled and infirm children and socially disadvantaged persons by the provision of facilities for animals and the outdoors for their recreation and the promotion of their mental and physical wellbeing and rehabilitation.</p> <p>b) To provide or assist in the provision of facilities in the interests of social welfare for recreation or other leisure time occupation of individuals who have need of such facilities by reason of their youth, age infirmity or disability, financial hardship or social circumstances with the object of improving their conditions of life.</p> <p>c) To advance education in diabetes and diabetic care through the provision of educational programs for Type 1 & 2 diabetics and their families using animals as the teaching tool</p> <p>Morelands camping will carry these aims forward and create a safe space for local people to come and learn about nature and the environment through the provision</p> |

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| | | <p>of courses and daytime festivals. We will encourage those from all backgrounds to get outside and start to learn about their local wildlife as well as enjoy outdoor crafts and pursuits. The site is unique in that we can offer all year round access to the canopy for the disabled and infirm as we have an all weather flat path that leads all through the woodland. This means that the site is accessible for many different groups of people, we will encourage the use of the site not just for camping but for social groups, cubs, scouts, youth groups, care homes, church groups and many more.</p> |
| 8. | What is your total "Membership", and how many live in Bishopstoke? | <p>In the UK, around 400 people a day get diagnosed with diabetes (source: Diabetes UK). The long-term health impact of diabetes is significant, contributing to stroke, heart disease, blindness and many more acute conditions. Type 1 diabetes in children is most diagnosed in early puberty and conservative figures show that up to 150 children can be sufferers in any town or village (source Diabetes UK). Type 2 Diabetes is linked to obesity, of which we have seen a significant rise in locally and nationally since the start of lockdown. This means that in Bishopstoke there could be as many as 100 people that need help and support from the PPEDS charity. The project (Morelands Camping) will also aim to reduce obesity in adults and children by encouraging participation in outdoor pursuits.</p> |
| 9. | Amount of Grant you are applying for. | £800 |

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| 10. | Please let us know what the Grant will be used for and when it will be spent by. | <p>We are putting together a build project to create useful outdoor space to use year round in order to run our outdoor courses. The money will help to pay for materials, labour and equipment to complete the project.</p> <p>We will use the area by our existing shepherds hut in the woodland to build another static let and an outdoor kitchen. The static let will be a pig pen, the idea is to promote upcycling and to encourage families to stay with us throughout the year as there will then be two places for rental in the area. Income generated from rental will go towards new build projects in the future and into the charity to help pay for general expenses and additional such as on hand therapists.</p> <p>The outdoor kitchen will provide a covered space for people to use for socialising, cooking and for use in our open days and courses.</p> <p>The cost breakdown is as follows: Canvas: £300 Generator: £200 Supplies for volunteers: £50 Equipment hire: £100 Additional materials: £150</p> <p>The overall project is ongoing and we will carry on with building as we generate income. Long term planning is that we will create more static letting areas as well as build shower blocks and composting toilets, making improvements to the site as time goes on.</p> |
| 11. | Please state your Organisation's estimated income for the current year. | Conservative estimation based on minimum occupancy is £40,000 |
| 12. | Please state your Organisation's estimated expenditure for the current year. | <ul style="list-style-type: none"> • Ground Maintenance £2000 p/a • Insurance £6000 per year • Rates and Water £1500 • Staff wage £12000 • Rubbish disposal £1700 • Portaloo toilet £1200 <p>Total: £24,400</p> |
| 13. | If the Grant does not cover the whole cost of the project, please let us know where any other necessary funding is coming from. | If we are able to achieve support of £800 from Bishopstoke then we can finance this project |

What is your total “Membership”, and how many live in Bishopstoke?

PPEDS aims to help local communities in a variety of ways, both to individuals and to families and the wider community. We are devoted to providing all round support so that not only the diabetic attends sessions but also their families; enabling siblings and parents to obtain clinical support as well as education on daily disease management. We believe that for the children, this also means bringing their friends to sessions so that they can learn to recognise the signs of a hypo and learn how to treat it and what that means. Due to this all round approach PPEDS has been able to help 34 families and individuals from Bishopstoke alone during their monthly sessions over the last couple of years.

Due to the nature of current events we have been unable to run any sessions for the last year, any planning to put any together has been thwarted by ongoing lockdown restrictions, as well as the simple fact that diabetics have been in isolation since the start of the pandemic due to being high risk for the virus and therefore more susceptible to hospitalization. Due to what we envisage being ongoing restrictions moving forward we are very keen to change the way that we present sessions so that we can offer something virtual in the interim. Obviously, this would not be the same as a regular session and would not hold as many overall benefits, but the aim is to try and get diabetics communicating and to give the children some taster of what we offer. We are currently in the process of achieving funding support to go ahead and start filming the sessions with a younger member of Kerie’s family. We feel that by getting a child to present each session this will help to make the content more progressive and inspire more empathy from the watcher. Going forward we would also love to extend the sessions to the woodland and include walking, birdwatching, wildlife exploration and foraging, to name but a few.

We have decided to open up the woodland while we are currently closed to be used as a private walking route for those who are vulnerable and may not be able to walk well used footpaths and routes. The aim is to give the space for free to anyone who would like to book a slot, since we have offered this we have been inundated with requests from locals, mostly from Bishopstoke and the surrounding areas asking to walk the woodland. Our feedback has been fantastic and we are pleased we have been able to help the 59 families/individuals that have booked so far, many of them are for small groups that have been in support bubbles.

We are promoting PPEDS and all our new ideas via a few different media sources, such as Desang Diabetes Magazine in an interview with Founder and Trustee Kerie Coutts, BBC Radio Solent also in an interview with Kerie Coutts, on a television program being released at the end of March on the BBC and of course, social media. We would love to promote the use of the woodland by local groups as well which is why we will be contacting local parish councils, care homes, churches, youth groups and conservation groups and offering them the use of the woods for hire. We have a fantastic outdoor covered and heated seating area that will become a great teaching and gathering space once lockdown measures are eased.

In short, we have currently helped around 93 families from Bishopstoke and the surrounding areas and will continue to support them going forward into the future as we expand what we are offering at the woodland and in our PPEDS sessions



APPLICATION FOR GRANT AID

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| 1. | Name of Organisation | Eastleigh Youth and Community Trust |
| 7. | Objectives and Member Criteria | <p>Our core vision is to bridge the gap between generations and communities within Eastleigh. We provide a community centre for local people and business to hire, and from this facility we also deliver inclusive activities focused on children, young people, people with disabilities, older people, and families.</p> <p>We do not have a 'membership', we are open to all.</p> |
| 8. | Total Membership Proportion in BStoke | We support more than 5000 Eastleigh Borough residents to thrive each year. Those we support come from across the borough including Bishopstoke but we do not record specific numbers for parishes. |
| 9. | Total Grant | £2,000 |
| 10. | Grant Purpose | If successful, the grant will be used to support our Lunch Club on Wheels project to provide hot and healthy homecooked, and ready to eat meals, delivered to individuals and families experiencing financial hardship, or the inability to prepare meals for themselves due to medical conditions or disabilities. The grant will be used to purchase ingredients, provide volunteer expenses and project expenses including packaging and PPE. |
| 11. | Estimated income of organisation | £206,960 |
| 12. | Estimated expenditure of organisation | £200,913 |
| 13. | Other funding | £5450 donation from Dutton Gregory Solicitors |



Finance & General Purposes Clerk's report 9 March 2021

Clerk's Report

Matters Arising:

FGP_2021_M06/54.1 Regarding amending the minutes.
The minutes were amended to reflect the recommendation of the 0% Council Tax rise.

FGP_2021_M06/55.1 Regarding the grant application from Morelands Camping.
The Clerk emailed Morelands on the 10th February to ask whether there had been any progress or whether the applications was not being proceeded with. Additional information was provided and the request was placed on the March agenda.

FGP_2021_M06/60.2 Regarding Sayers Road play area equipment.
The Clerk contacted Vitaplay on February 10th to ask whether any of the work is covered by warranty, to make enquiries regarding the DDA roundabout repairs and to begin gathering information about the suitability of such equipment going forward.

Parish Assets:

Allotments

Letters have been sent to several plot holders regarding trees. Wider inspections will begin again shortly.

Burial Matters

Fencing work to repair damaged sections at Bishopstoke Cemetery has been completed.

Parish Office

The Parish Office fire door was installed on 5th March. Work is now beginning on bringing the office back into a useable state.

Play Areas

The latest set of inspections has been received and necessary work will be identified from them.

Trees

The tree survey has now been completed. Necessary work will be identified and quotes will be sought.

Other Matters:

At the time of writing this report, there were no other matters to report upon.