



Members of the Finance and General Purposes Committee are summoned to attend a meeting to be held at the Parish Office, Riverside, Bishopstoke on Tuesday 10 September 2019 at 7.30pm

This Meeting is Open to the Public

AGENDA

1. Apologies for Absence
2. To adopt the Minutes of the Finance & General Purposes Meeting held on 9 July 2019
3. To consider Matters Arising from the above Minutes
4. Declarations of Interest and Requests for Dispensations
5. To receive the RFO's Report, and approve Budget Monitoring and Payments Reports for July and August 2019
6. To make recommendations on Carnival grant requests
7. To make recommendations on the grant requests from Bishopstoke Memorial Hall, Street Pastors and Citizens Advice, Eastleigh.
8. To receive and discuss ideas for inclusion in this and future budgets.
9. To discuss the play inspection routine and make recommendations.
10. To agree the way forward for the Jubilee clocks.
11. To make recommendations on the potential purchase of digital mapping software.
12. To receive a report on the Children's Funeral Fund for England and make recommendations.
13. To receive the Clerk's Report, including an update on Parish Council assets
14. Date, time, place and agenda items for next meeting – Tuesday 8 October 2019 at 7.30pm in the Parish Office, Riverside, Bishopstoke

D L Wheal
Clerk to Bishopstoke Parish Council
3 September 2019

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

FGP_1920_A05

**Minutes of a Meeting of the Finance and General Purposes Committee
held in the Parish Office, Riverside, Bishopstoke
commencing at 7.32pm on 09 July 2019**

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

In Attendance: Mrs C Taylor (Assistant Clerk to Bishopstoke Parish Council)

Public Attendance: 0 members of the public were present

FGP_1920_M04/

36 Apologies for Absence

36.1 Apologies had been received and were accepted from Cllrs Thornton, Tidridge and Winstanley.

37 To accept as a true record, and sign, the Minutes of the Finance and General Purposes Committee Meeting held on 11 June 2019

37.1 The Minutes of the above meeting had been circulated prior to the meeting.

37.2 Cllr Toher advised that the surname was stated incorrectly for Cllr Andrew Daly, who had been in attendance at this meeting.

37.3 Proposed Cllr Toher, Seconded Cllr Dean, **RESOLVED** unanimously that, subject to including the correction listed at 37.2, the minutes of the Finance and General Purposes Committee meeting held on 11 June 2019 be accepted as a true record.

38 To consider Matters Arising from the above Minutes

38.1 Actions for the Clerk: the Assistant Clerk stated that the Clerk has contacted Scope as requested. Glebe Meadow quotes for the removal of the seating section have not been followed up due to subsequent decisions of Council.

38.2 Cllr Parker-Jones asked if the Clerk could confirm if the youth shelter can be removed, and then still be in a fit state to be returned to the play area.

Action: Clerk

39 Declarations of Interest and Requests for Dispensations

39.1 There were no declarations of interest or requests for dispensations.

40 To receive the RFO's Report, and approve Budget Monitoring and Payments Reports for June 2019

40.1 The Budget Monitoring and Payments reports for June 2019 had been circulated with the supporting documents for this meeting.

40.2 The Assistant Clerk provided the Committee with the RFO's report. The RFO reports that it has been a fairly quiet months for payments with nothing particularly noticeable to report other than the

large electricity invoice for Underwood Road is due to a year's worth of estimated readings and an actual meter reading being carried out in early June, triggering a more accurate bill.

40.3 Proposed Cllr Harris, Seconded Cllr Toher, **RESOLVED** unanimously that the Committee approve the Budget Monitoring and Payments reports for June 2019.

41 To make recommendations on the grant request from Bee Team

41.1 The grant request form had been circulated in the document pack for the meeting.

41.2 Following discussion councillors determined that further clarification was required concerning whether or not the grant was to an organisation or to a sole person, and whether accounts had been supplied. The Clerk was requested to defer this decision to Full Council and to provide further clarification.

Action: Clerk

42 To make recommendations on the grant request from Grub Club

42.1 The grant request form had been circulated in the document pack for the meeting.

42.2 Following discussion councillors determined that the Clerk should be asked to obtain further information on whether Grub Club is open to all, to obtain further clarification on if the Club is secular in nature, and to defer this decision to Full Council.

Action: Clerk

43 To discuss and agree the response to the Your Hampshire: Balancing the Budget consultation

43.1 Information relating to this consultation had been circulated before the meeting.

43.2 Discussion followed and included the need to have further investment in Hampshire County Council services, rather than to consider the need for cuts to those services. It was agreed that, rather than respond to each individual consultation question, Bishopstoke Parish Council should respond with a letter.

43.3 Proposed Cllr Toher, Seconded Cllr Parker-Jones, **RESOLVED** unanimously that the Clerk write a letter to Hampshire County Council with the text as follows:

Bishopstoke Parish Council has considered your consultation and is responding to this consultation as follows. Having read your consultation the only aspect that Bishopstoke Parish Council find able to support you on is lobbying Central Government for more funding so that current levels of service can be maintained. To follow any of the other suggestions would be detrimental to the residents of Bishopstoke, particularly the most vulnerable in our society.

44 To discuss ideas for Glebe Meadow skate park and make recommendations

44.1 Councillors discussed various options for ameliorating the ongoing concerns at the Glebe Meadow skate park, concerning littering, vandalism and antisocial behaviour, including those put forward by Councillors at the June Full Council meeting. It was agreed to recommend the following actions to be taken:

That for the next 4 months the Clerk monitor the level of vandalism and the cost to Bishopstoke Parish Council of clearance and repair works.

That the Clerk investigates the cost of applying anti-vandal paint to the skate ramps.

That the Clerk ask the Street Pastors if they could visit the area more frequently.

That the Clerk include an article in the next Bishopstoke Parish Council newsletter on how much it has cost to make repairs and clear up litter/vandalised equipment, and that it is the Bishopstoke precept payers who will be paying for these increased costs. Also included should be options that Bishopstoke Parish Council could take to resolve the situation, including the possibility of removing equipment.

That the Clerk should obtain the cost to remove the youth shelter intact, to store and to then re-site elsewhere.

That the Clerk should monitor the additional costs of all incidents in the four-month period, and to also monitor any incidents of intimidation of Bishopstoke Parish Council's contractors. The grounds maintenance contractor to be requested to keep a daily log of all such incidents and to keep a log of occurrences of excessive or hazardous litter.

44.2 Cllr Toher reported that persons unknown are continuing to cut at the supports of the basket swing, and requested that the Clerk take immediate action to have the supports professionally checked.

Action: Clerk

44.3 Councillors considered that the next step should be to monitor the situation for the next four months, as resolved by Full Council. If the number of incidents settles down during this monitoring period no further action would be taken. However, if the number of incidents remained at the current level councillors considered that a possible option would be to re-site the youth shelter to another area.

44.4 Proposed Cllr Toher, Seconded Cllr Dean, **RECOMMENDED** unanimously that the actions as listed under 44.1 be taken to ameliorate the ongoing concerns at the Glebe Meadow skate park.

Assistant Clerk's Note: following a site inspection and visit the youth shelter was found to be damaged and required removal for safety reasons with immediate effect. Shelter was removed 12th July 2019.

45 To approve the current list of direct debit payees

45.1 The list of companies that Bishopstoke Parish Council currently pays by direct debit had been circulated in the document pack for the meeting.

45.2 Proposed Cllr Toher, Seconded Cllr Dean, **RESOLVED** unanimously that the current list of direct debit payees be approved.

46 To receive the Clerk's Report, including an update on Parish Council assets

46.1 Allotments: The Clerk reported that the Assistant Clerk has begun the mid-season cultivation inspections and has already identified a number of plots at Underwood Road which are not meeting the required cultivation levels. She will now work using the site reps advice to issue letters to tenants. The remainder of inspections will be carried out this week as well as at Jockey Lane. The strimmer at Underwood Road was not working and is uneconomical to repair, and has been replaced.

Waiting List: Jockey Lane – 8; Underwood Road - 10 (of which 2 should be allocated this week, another 2 are current tenants and waiting for a specific plot); Sewall Drive – 23; Breach Lane – 17; Breach Lane disabled plots – 3

46.2 Burials: 5 new ashes interments in July and 1 ashes reopening; 1 new ashes interment and 1 ashes reopening booked for August. Including all those there have been 14 interments so far this year.

46.3 The Assistant Clerk reported that the dead pine tree had been removed from the Cemetery, and there had now been a number of trees that had died in this area. Councillors requested that the tree survey be carried out as soon as possible.

Action: Clerk

46.4 The Assistant Clerk reported that the public consultation notices were now in place for the proposed work to the wall at St Mary's churchyard. The Diocese had indicated areas of further work

Initial: _____ Date: _____

relating to the faculty application for the wall repairs, and these were being progressed, as were obtaining quotes for the work to be carried out on the fencing on the southern border.

46.5 Parish Office: PAT testing of all office and home equipment to take place on Friday this week. The tester will then move on to the allotments sites to check the equipment there.

46.6 Play Areas: The Clerk has now received quotes for the work identified in the May inspections and will be evaluating them on his return to the office.

46.7 On behalf of the Clerk, the Assistant Clerk reminded all present that any budget proposals for consideration as projects of this year, future years, or candidates for going on the Borough Community Infrastructure Project should be submitted over the summer in time to be included for discussion in September's meeting of the Finance and General Purposes Committee. Items will therefore be needed by Monday 2nd September. Councillors requested that this be added to the agenda for the next Full Council meeting.

Action: Clerk/Councillors

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

47.1 The next meeting is scheduled to be on Tuesday 10th September 2019 at 7:30pm in the Parish Office, Riverside, Bishopstoke.

47.2 Agenda items for this meeting should be received by the Clerk no later than Monday 2nd September 2019.

There being no further business, the Chair closed the meeting at 8.50pm

Chair's Signature: _____ Date: _____

Clerk's Signature: _____ Date: _____

Bishopstoke Parish Council - Budget Monitoring - Income (July 19)

Finance & General Purposes Meeting - 10th September 2019

Year to Date

33.4%

Prior to 01/08/2019	Cost Centre	Account Code	Description	Budget	Reserves / Virements	Received to Date	Proportion Received
Admin			Precept	£ 219,889.82		£ 109,944.82	50.00%
			Council Tax Support	£ 9,162.08		£ 9,162.08	100.00%
			EBC Interest	£ 200.00		£ -	
			EBC Grant	£ -		£ -	
	100	1100	General	£ -		£ -	
	100	1110	Grants	£ -		£ 22,036.33	
100	1120	Interest Receivable	£ -		£ -		
Carnival	300	1300	Adverts	£ 3,500.00		£ 100.00	2.86%
	300	1310	Pre-Events			£ -	
	300	1320	Quizzes			£ -	
	300	1330	Duck Races			£ -	
	300	1340	Stall Hire			£ -	
	300	1350	Tea Room			£ -	
	300	1360	Committee Stalls			£ -	
	300	1370	Tenders			£ -	
	300	1380	Street Collection			£ -	
Burial Board	500	1500	Interment	£ 10,000.00		£ 6,000.00	60.00%
	500	1510	Grant Transfer			£ 30.00	
	500	1520	Memorials			£ 1,335.00	
	500	1530	Plot Purchase			£ -	
	500	1540	Other			£ -	
Allotments	600	1600	Rent	£ 5,000.00		£ 38.33	0.77%
	600	1610	Deposits			£ -	
	600	1620	General			£ -	

Total Income	Budgeted + Virements	Received to Date	Proportion
	£247,751.90	£148,646.56	60.00%

Bishopstoke Parish Council - Budget Monitoring - Income (August 19)

Finance & General Purposes Meeting - 10th September 2019

Year to Date

41.9%

Prior to 01/09/2019	Cost Centre	Account Code	Description	Budget	Reserves / Virements	Received to Date	Proportion Received
Admin			Precept	£ 219,889.82		£ 109,944.82	50.00%
			Council Tax Support	£ 9,162.08		£ 9,162.08	100.00%
			EBC Interest	£ 200.00		£ -	
			EBC Grant	£ -		£ -	
	100	1100	General	£ -		£ 690.00	
	100	1110	Grants	£ -		£ 22,036.33	
100	1120	Interest Receivable	£ -		£ -		
Carnival	300	1300	Adverts	£ 3,500.00		£ 200.00	5.71%
	300	1310	Pre-Events			£ -	
	300	1320	Quizzes			£ -	
	300	1330	Duck Races			£ -	
	300	1340	Stall Hire			£ -	
	300	1350	Tea Room			£ -	
	300	1360	Committee Stalls			£ -	
	300	1370	Tenders			£ -	
	300	1380	Street Collection			£ -	
Burial Board	500	1500	Interment	£ 10,000.00		£ 6,000.00	60.00%
	500	1510	Grant Transfer			£ 30.00	
	500	1520	Memorials			£ 1,335.00	
	500	1530	Plot Purchase			£ -	
	500	1540	Other			£ -	
Allotments	600	1600	Rent	£ 5,000.00		£ 38.33	0.77%
	600	1610	Deposits			£ -	
	600	1620	General			£ -	

Total Income	Budgeted + Virements	Received to Date	Proportion
	£247,751.90	£149,436.56	60.32%

Bishopstoke Parish Council - Budget Monitoring - Expenditure (July 19)

Finance & General Purposes Meeting - 10th September 2019

Year to Date

33.4%

Prior to 01/08/2019	Cost Centre	Account Code	Description	Budget	Reserves / Virements	Spent to Date	Approved Spending	Funds Left	Proportion Spent
Admin (Staff)	100	4100	Salaries	£ 47,000.00		£ 14,175.24		£ 32,824.76	30.16%
	100	4101	N.I.	£ 14,000.00		£ 4,063.45		£ 9,936.55	29.02%
	100	4102	Pensions	£ 15,500.00		£ 4,724.54		£ 10,775.46	30.48%
	100	4103	Office Facility	£ 648.00		£ 216.00		£ 432.00	33.33%
	100	4104	Travel / Mileage	£ 500.00		£ 149.00		£ 351.00	29.80%
	100	4105	Staff Training	£ 500.00		£ 385.00		£ 115.00	77.00%
	100	4106	Seminars	£ 200.00		£ -		£ 200.00	0.00%
	100	4107	Reference Material	£ 200.00		£ -		£ 200.00	0.00%
	100	4108	Staff Expenses	£ 500.00		£ 129.10		£ 370.90	25.82%
100	4109	Recruitment	£ -		£ -		£ -		
Admin (Other)	110	4110	Audit	£ 1,400.00		£ 750.00		£ 650.00	53.57%
	110	4111	Insurance	£ 2,200.00		£ -		£ 2,200.00	0.00%
	110	4112	Subscriptions	£ 2,300.00		£ 2,141.00		£ 159.00	93.09%
	110	4113	Room Hire	£ 200.00		£ 50.00		£ 150.00	25.00%
	110	4114	Web Costs	£ 500.00		£ -		£ 500.00	0.00%
	110	4199	Other	£ 200.00		£ -		£ 200.00	0.00%
Parish Office	120	4120	Consumables	£ 1,000.00		£ 368.44		£ 631.56	36.84%
	120	4121	Furnishings	£ 500.00		£ -		£ 500.00	0.00%
	120	4122	Cleaning	£ 200.00		£ 75.00		£ 125.00	37.50%
	120	4123	IT Purchase	£ 1,500.00		£ -		£ 1,500.00	0.00%
	120	4124	IT Maintenance	£ 200.00		£ -		£ 200.00	0.00%
	120	4125	Ink	£ 1,000.00		£ -		£ 1,000.00	0.00%
Office Utilities	120	4800	Electricity	£ 500.00		£ 200.00		£ 300.00	40.00%
	120	4820	Phone	£ 500.00		£ 234.63		£ 265.37	46.93%
	120	4821	Staff Phones			£ 85.00		-£ 85.00	
	120	4822	Broadband	£ 200.00		£ -		£ 200.00	0.00%
Publicity	130	4130	Newsletter	£ 4,500.00		£ -		£ 4,500.00	0.00%
	130	4131	Noticeboards	£ 1,500.00		£ -		£ 1,500.00	0.00%
	130	4139	Other	£ -		£ -		£ -	
Councillor	140	4140	Election Expenses	£ 2,000.00		£ -		£ 2,000.00	0.00%
	140	4141	Councillor Training	£ 500.00		£ 45.00		£ 455.00	9.00%
	140	4142	Chair's Expenses	£ 150.00		£ -		£ 150.00	0.00%
	140	4149	Other	£ -		£ -		£ -	
Grants	150	4150	Open Grants	£ 6,000.00		£ 1,000.00	-£ 1,000.00	£ 6,000.00	0.00%
	150	4151	Street Pastors	£ 500.00		£ -		£ 500.00	0.00%
	150	4159	Other	£ -		£ -		£ -	

Bishopstoke Parish Council - Budget Monitoring - Expenditure (July 19)

Finance & General Purposes Meeting - 10th September 2019

Year to Date

33.4%

Prior to 01/08/2019	Cost Centre	Account Code	Description	Budget	Reserves / Virements	Spent to Date	Approved Spending	Funds Left	Proportion Spent
Community Funding	200	4200	Community Centre	£ 2,000.00		£ -		£ 2,000.00	0.00%
	200	4201	Memorial Hall	£ 3,000.00		£ 2,560.00		£ 440.00	85.33%
	210	4210	Shears Mill Maintenance	£ 400.00		£ 203.30		£ 196.70	50.83%
	210	4211	Shears Mill Cleaning	£ -		£ 100.00		-£ 100.00	
	210	4800	Shears Mill Electricity	£ 150.00		£ 42.73		£ 107.27	28.49%
	220	4220	Yzone	£ 25,000.00		£ -		£ 25,000.00	0.00%
	230	4230	Clocks	£ 10,000.00		£ -		£ 10,000.00	0.00%
	230	4231	Benches	£ 2,000.00		£ -		£ 2,000.00	0.00%
	230	4232	Bins	£ 5,000.00		£ -		£ 5,000.00	0.00%
Community Funding	240	4240	Bus Shelter Cleaning	£ 1,000.00		£ -		£ 1,000.00	0.00%
	240	4241	Bus Shelter Repairs	£ 500.00		£ -		£ 500.00	0.00%
	240	4249	Bus Shelter General	£ -		£ -		£ -	
	250	4250	Travel Token Repayments	£ 2,500.00		£ 676.00		£ 1,824.00	27.04%
	250	4259	Travel Token General	£ 200.00		£ -		£ 200.00	0.00%
	260	4260	Parish Lengthsman	£ 4,000.00		£ -		£ 4,000.00	0.00%
	260	4261	Christmas Decorations	£ 3,000.00		£ -		£ 3,000.00	0.00%
	260	4262	Defibrillators	£ 6,000.00		£ -		£ 6,000.00	0.00%
	260	4269	Other	£ -		£ -		£ -	
N. Plan	270	4270	Consultants	£ 3,000.00		£ 3,114.60	-£ 1,444.80	£ 1,330.20	55.66%
	270	4271	Publicity	£ 2,000.00		£ -		£ 2,000.00	0.00%
	270	4279	Other	£ 1,000.00		£ 77.03		£ 922.97	7.70%
Carnival	300	4300	Admin	£ 100.00		£ -		£ 100.00	0.00%
	300	4301	Licences			£ -		£ -	
	300	4302	First Aid	£ 350.00		£ -		£ 350.00	0.00%
	300	4303	Programme	£ 1,200.00		£ -		£ 1,200.00	0.00%
	300	4304	Publicity	£ 200.00		£ -		£ 200.00	0.00%
	300	4305	Court	£ 500.00		£ -		£ 500.00	0.00%
	300	4306	Music	£ 500.00		£ -		£ 500.00	0.00%
	300	4307	Van	£ 300.00		£ -		£ 300.00	0.00%
	300	4309	General	£ -		£ 105.00		-£ 105.00	
	310	4310	Quizzes	£ 50.00		£ -		£ 50.00	0.00%
	310	4311	Other Events	£ 200.00		£ 213.60		-£ 13.60	106.80%
	320	4320	Duck Race	£ 50.00		£ -		£ 50.00	0.00%
	320	4321	River Floats	£ 100.00		£ 13.99		£ 86.01	13.99%
	330	4330	Parade	£ 1,200.00		£ -		£ 1,200.00	0.00%
	330	4331	Mayors Tea Party	£ 250.00		£ -		£ 250.00	0.00%
	330	4332	Street Collection Grants	£ 300.00		£ -		£ 300.00	0.00%
330	4333	Glebe Meadow	£ 100.00		£ -		£ 100.00	0.00%	
330	4334	Arena Acts	£ 600.00		£ -		£ 600.00	0.00%	

Bishopstoke Parish Council - Budget Monitoring - Expenditure (July 19)

Finance & General Purposes Meeting - 10th September 2019

Year to Date

33.4%

Prior to 01/08/2019	Cost Centre	Account Code	Description	Budget	Reserves / Virements	Spent to Date	Approved Spending	Funds Left	Proportion Spent
Glebe Meadow	400	4400	Play Eqpt Maintenance	£ 1,000.00		£ -		£ 1,000.00	0.00%
	400	4401	Play Eqpt Purchase	£ 500.00		£ -		£ 500.00	0.00%
	400	4700	Trees	£ 1,000.00		£ -		£ 1,000.00	0.00%
	400	4710	Grounds Contract	£ 7,320.00		£ 2,433.56		£ 4,886.44	33.25%
	400	4720	Additional Grounds Maintenance	£ 500.00		£ -		£ 500.00	0.00%
	401	4400	Skate Park Maintenance	£ 500.00		£ 280.00		£ 220.00	56.00%
	401	4401	Skate Park Purchase	£ -		£ -		£ -	
Church Road	410	4400	Play Eqpt Maintenance	£ 300.00		£ -		£ 300.00	0.00%
	410	4401	Play Eqpt Purchase	£ 500.00		£ -		£ 500.00	0.00%
	410	4700	Trees	£ 1,000.00		£ -		£ 1,000.00	0.00%
	410	4710	Grounds Contract	£ 2,820.00		£ 933.60		£ 1,886.40	33.11%
	410	4720	Additional Grounds Maintenance	£ 200.00		£ -		£ 200.00	0.00%
Otter Close	420	4400	Play Eqpt Maintenance	£ 500.00		£ -		£ 500.00	0.00%
	420	4401	Play Eqpt Purchase	£ 500.00		£ -		£ 500.00	0.00%
	420	4700	Trees	£ 1,000.00		£ 680.00		£ 320.00	68.00%
	420	4710	Grounds Contract	£ 3,600.00		£ 1,199.40		£ 2,400.60	33.32%
	420	4720	Additional Grounds Maintenance	£ 200.00		£ -		£ 200.00	0.00%
Sayers Road	430	4400	Play Eqpt Maintenance	£ 500.00		£ -		£ 500.00	0.00%
	430	4401	Play Eqpt Purchase	£ -		£ -		£ -	
	430	4700	Trees	£ 1,000.00		£ -		£ 1,000.00	0.00%
	430	4710	Grounds Contract	£ 3,180.00		£ 1,052.40		£ 2,127.60	33.09%
	430	4720	Additional Grounds Maintenance	£ 200.00		£ -		£ 200.00	0.00%
Templecombe Road	440	4400	Play Eqpt Maintenance	£ 600.00		£ -		£ 600.00	0.00%
	440	4401	Play Eqpt Purchase	£ 500.00		£ -		£ 500.00	0.00%
	440	4700	Trees	£ 1,000.00		£ -		£ 1,000.00	0.00%
	440	4710	Grounds Contract	£ 1,990.00		£ 660.60		£ 1,329.40	33.20%
	440	4720	Additional Grounds Maintenance	£ 200.00		£ -		£ 200.00	0.00%
Brookfield	450	4400	Play Eqpt Maintenance	£ 500.00		£ -		£ 500.00	0.00%
	450	4401	Play Eqpt Purchase	£ 500.00		£ -		£ 500.00	0.00%
	450	4700	Trees	£ 1,000.00		£ -		£ 1,000.00	0.00%
	450	4710	Grounds Contract	£ 5,780.00		£ 1,924.00		£ 3,856.00	33.29%
	450	4720	Additional Grounds Maintenance	£ 1,000.00		£ 150.00		£ 850.00	15.00%
	451	4400	BMX Track Maintenance	£ -		£ -		£ -	
	451	4401	BMX Track Purchase	£ -		£ -		£ -	
	452	4400	MUGA Maintenance	£ 200.00		£ -		£ 200.00	0.00%
	452	4401	MUGA Purchase	£ -		£ -		£ -	
Play Area	490	4499	Inspections	£ 1,600.00		£ 498.00		£ 1,102.00	31.13%
Bishopstoke Cemetery	500	4500	Burial Ground Maintenance	£ 3,000.00		£ 110.33		£ 2,889.67	3.68%
	500	4501	Works / Improvements	£ 10,000.00		£ 2,373.21	-£ 1,554.00	£ 9,180.79	8.19%
	500	4700	Trees	£ 2,000.00		£ 1,260.00		£ 740.00	63.00%
	500	4710	Grounds Contract	£ 6,600.00		£ 2,361.40		£ 4,238.60	35.78%
	500	4720	Additional Grounds Maintenance	£ 500.00		£ 458.80		£ 41.20	91.76%
	500	4810	Water	£ 100.00		£ 23.75		£ 76.25	23.75%
Stoke Common Cemetery	510	4500	Burial Ground Maintenance	£ -		£ -		£ -	
	510	4501	Works / Improvements	£ -		£ -		£ -	
	510	4700	Trees	£ -		£ -		£ -	
	510	4710	Grounds Contract	£ -		£ -		£ -	
	510	4720	Additional Grounds Maintenance	£ -		£ -		£ -	
	510	4810	Water	£ -		£ -		£ -	
Old St Marys	520	4500	Burial Ground Maintenance	£ -		£ -		£ -	
	520	4501	Works / Improvements	£ -		£ -		£ -	
	520	4700	Trees	£ 1,000.00		£ -		£ 1,000.00	0.00%
	520	4710	Grounds Contract	£ 3,600.00		£ 1,185.80		£ 2,414.20	32.94%
	520	4720	Additional Grounds Maintenance	£ 200.00		£ -		£ 200.00	0.00%
St Marys	530	4500	Burial Ground Maintenance	£ -		£ -		£ -	
	530	4501	Works / Improvements	£ 15,000.00		£ 145.00		£ 14,855.00	0.97%
	530	4700	Trees	£ 1,500.00		£ 100.00		£ 1,400.00	6.67%
	530	4710	Grounds Contract	£ 3,600.00		£ 1,164.40		£ 2,435.60	32.34%
	530	4720	Additional Grounds Maintenance	£ 200.00		£ 30.00		£ 170.00	15.00%
Burial Ground	590	4599	General	£ 500.00		£ -		£ 500.00	0.00%

Bishopstoke Parish Council - Budget Monitoring - Expenditure (July 19)

Finance & General Purposes Meeting - 10th September 2019

Year to Date

33.4%

Prior to 01/08/2019	Cost Centre	Account Code	Description	Reserves / Virements	Spent to Date	Approved Spending	Funds Left	Proportion Spent
Underwood Road	600	4600	Buildings (Inc sheds)	£ 1,500.00	£ -		£ 1,500.00	0.00%
	600	4601	Eqpt	£ 500.00	£ 799.17		-£ 299.17	159.83%
	600	4602	Fence Maintenance	£ 1,000.00	£ -		£ 1,000.00	0.00%
	600	4603	Plot Maintenance and clearance	£ 500.00	£ 1,050.00		-£ 550.00	210.00%
	600	4604	Works / Improvements	£ -	£ 477.50		-£ 477.50	
	600	4700	Trees	£ 500.00	£ -		£ 500.00	0.00%
	600	4710	Grounds Contract	£ 260.00	£ 84.00		£ 176.00	32.31%
	600	4720	Additional Grounds Maintenance	£ 200.00	£ 310.00		-£ 110.00	155.00%
	600	4800	Electricity	£ 400.00	£ 312.92		£ 87.08	78.23%
600	4810	Water	£ 1,000.00	£ -		£ 1,000.00	0.00%	
Jockey Lane	610	4600	Buildings (Inc sheds)	£ 500.00	£ 75.20		£ 424.80	15.04%
	610	4601	Eqpt	£ 200.00	£ 341.33		-£ 141.33	170.67%
	610	4602	Fence Maintenance	£ 500.00	£ -		£ 500.00	0.00%
	610	4603	Plot Maintenance and clearance	£ 250.00	£ -		£ 250.00	0.00%
	610	4604	Works / Improvements	£ -	£ 450.00		-£ 450.00	
	610	4700	Trees	£ 500.00	£ -		£ 500.00	0.00%
	610	4710	Grounds Contract	£ 400.00	£ 126.00		£ 274.00	31.50%
	610	4720	Additional Grounds Maintenance	£ 200.00	£ 190.00		£ 10.00	95.00%
610	4810	Water	£ 300.00	£ 11.92		£ 288.08	3.97%	
Sewall Drive	620	4600	Buildings (Inc sheds)	£ -	£ -		£ -	
	620	4601	Eqpt	£ -	£ -		£ -	
	620	4602	Fence Maintenance	£ -	£ -		£ -	
	620	4603	Plot Maintenance and clearance	£ -	£ -		£ -	
	620	4604	Works / Improvements	£ -	£ -		£ -	
	620	4700	Trees	£ -	£ -		£ -	
	620	4710	Grounds Contract	£ -	£ -		£ -	
	620	4720	Additional Grounds Maintenance	£ -	£ -		£ -	
	620	4800	Electricity	£ -	£ -		£ -	
620	4810	Water	£ -	£ -		£ -		
Breach Lane	630	4600	Buildings (Inc sheds)	£ -	£ -		£ -	
	630	4601	Eqpt	£ -	£ -		£ -	
	630	4602	Fence Maintenance	£ -	£ -		£ -	
	630	4603	Plot Maintenance and clearance	£ -	£ -		£ -	
	630	4604	Works / Improvements	£ -	£ -		£ -	
	630	4700	Trees	£ -	£ -		£ -	
	630	4710	Grounds Contract	£ -	£ -		£ -	
	630	4720	Additional Grounds Maintenance	£ -	£ -		£ -	
	630	4800	Electricity	£ -	£ -		£ -	
630	4810	Water	£ -	£ -		£ -		
Allotments	690	4699	General	£ 200.00	£ -		£ 200.00	0.00%
Open Space	700	4700	Trees	£ 1,000.00	£ -		£ 1,000.00	0.00%
	700	4710	Grounds Contract	£ 960.00	£ 447.06		£ 512.94	46.57%
	700	4720	Additional Grounds Maintenance	£ 200.00	£ 20.00		£ 180.00	10.00%
	700	4730	Brookfield Project	£ 10,000.00	£ -		£ 10,000.00	0.00%
	700	4799	Other	£ 200.00	£ 329.96		-£ 129.96	164.98%

Total	Budgeted + Virements	Spending	Funds Remaining
	£ 293,608.00	£ 55,948.16	£ 237,659.84
	Proportion Spent		
19.06%			

Bishopstoke Parish Council - Budget Monitoring - Expenditure (August 19)

Finance & General Purposes Meeting - 10th September 2019

Year to Date

41.9%

Prior to 01/09/2019	Cost Centre	Account Code	Description	Budget	Reserves / Virements	Spent to Date	Approved Spending	Funds Left	Proportion Spent
Admin (Staff)	100	4100	Salaries	£ 47,000.00		£ 17,802.74		£ 29,197.26	37.88%
	100	4101	N.I.	£ 14,000.00		£ 5,153.98		£ 8,846.02	36.81%
	100	4102	Pensions	£ 15,500.00		£ 5,939.18		£ 9,560.82	38.32%
	100	4103	Office Facility	£ 648.00		£ 270.00		£ 378.00	41.67%
	100	4104	Travel / Mileage	£ 500.00		£ 167.00		£ 333.00	33.40%
	100	4105	Staff Training	£ 500.00		£ 385.00		£ 115.00	77.00%
	100	4106	Seminars	£ 200.00		£ -		£ 200.00	0.00%
	100	4107	Reference Material	£ 200.00		£ -		£ 200.00	0.00%
	100	4108	Staff Expenses	£ 500.00		£ 204.19		£ 295.81	40.84%
100	4109	Recruitment	£ -		£ -		£ -		
Admin (Other)	110	4110	Audit	£ 1,400.00		£ 750.00		£ 650.00	53.57%
	110	4111	Insurance	£ 2,200.00		£ -		£ 2,200.00	0.00%
	110	4112	Subscriptions	£ 2,300.00		£ 2,141.00		£ 159.00	93.09%
	110	4113	Room Hire	£ 200.00		£ 50.00		£ 150.00	25.00%
	110	4114	Web Costs	£ 500.00		£ -		£ 500.00	0.00%
	110	4199	Other	£ 200.00		£ -		£ 200.00	0.00%
Parish Office	120	4120	Consumables	£ 1,000.00		£ 467.66		£ 532.34	46.77%
	120	4121	Furnishings	£ 500.00		£ -		£ 500.00	0.00%
	120	4122	Cleaning	£ 200.00		£ 75.00		£ 125.00	37.50%
	120	4123	IT Purchase	£ 1,500.00		£ -		£ 1,500.00	0.00%
	120	4124	IT Maintenance	£ 200.00		£ -		£ 200.00	0.00%
	120	4125	Ink	£ 1,000.00		£ -		£ 1,000.00	0.00%
Office Utilities	120	4800	Electricity	£ 500.00		£ 250.00		£ 250.00	50.00%
	120	4820	Phone	£ 500.00		£ 286.56		£ 213.44	57.31%
	120	4821	Staff Phones			£ 110.00		-£ 110.00	
	120	4822	Broadband	£ 200.00		£ -		£ 200.00	0.00%
Publicity	130	4130	Newsletter	£ 4,500.00		£ -		£ 4,500.00	0.00%
	130	4131	Noticeboards	£ 1,500.00		£ -		£ 1,500.00	0.00%
	130	4139	Other	£ -		£ -		£ -	
Councillor	140	4140	Election Expenses	£ 2,000.00		£ -		£ 2,000.00	0.00%
	140	4141	Councillor Training	£ 500.00		£ 45.00		£ 455.00	9.00%
	140	4142	Chair's Expenses	£ 150.00		£ -		£ 150.00	0.00%
	140	4149	Other	£ -		£ -		£ -	
Grants	150	4150	Open Grants	£ 6,000.00		£ 1,000.00	-£ 1,000.00	£ 6,000.00	0.00%
	150	4151	Street Pastors	£ 500.00		£ -		£ 500.00	0.00%
	150	4159	Other	£ -		£ -		£ -	

Bishopstoke Parish Council - Budget Monitoring - Expenditure (August 19)

Finance & General Purposes Meeting - 10th September 2019

Year to Date
41.9%

Prior to 01/09/2019	Cost Centre	Account Code	Description	Budget	Reserves / Virements	Spent to Date	Approved Spending	Funds Left	Proportion Spent
Community Funding	200	4200	Community Centre	£ 2,000.00		£ -		£ 2,000.00	0.00%
	200	4201	Memorial Hall	£ 3,000.00		£ 2,560.00		£ 440.00	85.33%
	210	4210	Shears Mill Maintenance	£ 400.00		£ 203.30		£ 196.70	50.83%
	210	4211	Shears Mill Cleaning	£ -		£ 100.00		-£ 100.00	
	210	4800	Shears Mill Electricity	£ 150.00		£ 42.73		£ 107.27	28.49%
	220	4220	Yzone	£ 25,000.00		£ -		£ 25,000.00	0.00%
	230	4230	Clocks	£ 10,000.00		£ -		£ 10,000.00	0.00%
	230	4231	Benches	£ 2,000.00		£ -		£ 2,000.00	0.00%
	230	4232	Bins	£ 5,000.00		£ -		£ 5,000.00	0.00%
	Community Funding	240	4240	Bus Shelter Cleaning	£ 1,000.00		£ -		£ 1,000.00
240		4241	Bus Shelter Repairs	£ 500.00		£ -		£ 500.00	0.00%
240		4249	Bus Shelter General	£ -		£ -		£ -	
250		4250	Travel Token Repayments	£ 2,500.00		£ 676.00		£ 1,824.00	27.04%
250		4259	Travel Token General	£ 200.00		£ -		£ 200.00	0.00%
260		4260	Parish Lengthsman	£ 4,000.00		£ -		£ 4,000.00	0.00%
260		4261	Christmas Decorations	£ 3,000.00		£ -		£ 3,000.00	0.00%
260		4262	Defibrillators	£ 6,000.00		£ -		£ 6,000.00	0.00%
260		4269	Other	£ -		£ -		£ -	
N. Plan	270	4270	Consultants	£ 3,000.00		£ 3,114.60	-£ 1,444.80	£ 1,330.20	55.66%
	270	4271	Publicity	£ 2,000.00		£ -		£ 2,000.00	0.00%
	270	4279	Other	£ 1,000.00		£ 77.03		£ 922.97	7.70%
Carnival	300	4300	Admin	£ 100.00		£ -		£ 100.00	0.00%
	300	4301	Licences			£ -		£ -	
	300	4302	First Aid	£ 350.00		£ -		£ 350.00	0.00%
	300	4303	Programme	£ 1,200.00		£ -		£ 1,200.00	0.00%
	300	4304	Publicity	£ 200.00		£ -		£ 200.00	0.00%
	300	4305	Court	£ 500.00		£ 24.95		£ 475.05	4.99%
	300	4306	Music	£ 500.00		£ -		£ 500.00	0.00%
	300	4307	Van	£ 300.00		£ -		£ 300.00	0.00%
	300	4309	General	£ -		£ 135.27		-£ 135.27	
	310	4310	Quizzes	£ 50.00		£ -		£ 50.00	0.00%
	310	4311	Other Events	£ 200.00		£ 213.60		-£ 13.60	106.80%
	320	4320	Duck Race	£ 50.00		£ -		£ 50.00	0.00%
	320	4321	River Floats	£ 100.00		£ 13.99		£ 86.01	13.99%
	330	4330	Parade	£ 1,200.00		£ -		£ 1,200.00	0.00%
	330	4331	Mayors Tea Party	£ 250.00		£ -		£ 250.00	0.00%
	330	4332	Street Collection Grants	£ 300.00		£ -		£ 300.00	0.00%
	330	4333	Glebe Meadow	£ 100.00		£ -		£ 100.00	0.00%
	330	4334	Arena Acts	£ 600.00		£ -		£ 600.00	0.00%

Bishopstoke Parish Council - Budget Monitoring - Expenditure (August 19)

Finance & General Purposes Meeting - 10th September 2019

Year to Date

41.9%

Prior to 01/09/2019	Cost Centre	Account Code	Description	Budget	Reserves / Virements	Spent to Date	Approved Spending	Funds Left	Proportion Spent
Glebe Meadow	400	4400	Play Eqpt Maintenance	£ 1,000.00		£ -		£ 1,000.00	0.00%
	400	4401	Play Eqpt Purchase	£ 500.00		£ -		£ 500.00	0.00%
	400	4700	Trees	£ 1,000.00		£ -		£ 1,000.00	0.00%
	400	4710	Grounds Contract	£ 7,320.00		£ 3,041.95		£ 4,278.05	41.56%
	400	4720	Additional Grounds Maintenance	£ 500.00		£ -		£ 500.00	0.00%
	401	4400	Skate Park Maintenance	£ 500.00		£ 280.00		£ 220.00	56.00%
	401	4401	Skate Park Purchase	£ -		£ -		£ -	
Church Road	410	4400	Play Eqpt Maintenance	£ 300.00		£ -		£ 300.00	0.00%
	410	4401	Play Eqpt Purchase	£ 500.00		£ -		£ 500.00	0.00%
	410	4700	Trees	£ 1,000.00		£ -		£ 1,000.00	0.00%
	410	4710	Grounds Contract	£ 2,820.00		£ 1,167.00		£ 1,653.00	41.38%
	410	4720	Additional Grounds Maintenance	£ 200.00		£ -		£ 200.00	0.00%
Otter Close	420	4400	Play Eqpt Maintenance	£ 500.00		£ -		£ 500.00	0.00%
	420	4401	Play Eqpt Purchase	£ 500.00		£ -		£ 500.00	0.00%
	420	4700	Trees	£ 1,000.00		£ 680.00		£ 320.00	68.00%
	420	4710	Grounds Contract	£ 3,600.00		£ 1,499.25		£ 2,100.75	41.65%
	420	4720	Additional Grounds Maintenance	£ 200.00		£ -		£ 200.00	0.00%
Sayers Road	430	4400	Play Eqpt Maintenance	£ 500.00		£ -		£ 500.00	0.00%
	430	4401	Play Eqpt Purchase	£ -		£ -		£ -	
	430	4700	Trees	£ 1,000.00		£ -		£ 1,000.00	0.00%
	430	4710	Grounds Contract	£ 3,180.00		£ 1,315.50		£ 1,864.50	41.37%
	430	4720	Additional Grounds Maintenance	£ 200.00		£ -		£ 200.00	0.00%
Templecombe Road	440	4400	Play Eqpt Maintenance	£ 600.00		£ -		£ 600.00	0.00%
	440	4401	Play Eqpt Purchase	£ 500.00		£ -		£ 500.00	0.00%
	440	4700	Trees	£ 1,000.00		£ -		£ 1,000.00	0.00%
	440	4710	Grounds Contract	£ 1,990.00		£ 825.75		£ 1,164.25	41.49%
	440	4720	Additional Grounds Maintenance	£ 200.00		£ -		£ 200.00	0.00%
Brookfield	450	4400	Play Eqpt Maintenance	£ 500.00		£ -		£ 500.00	0.00%
	450	4401	Play Eqpt Purchase	£ 500.00		£ -		£ 500.00	0.00%
	450	4700	Trees	£ 1,000.00		£ -		£ 1,000.00	0.00%
	450	4710	Grounds Contract	£ 5,780.00		£ 2,405.00		£ 3,375.00	41.61%
	450	4720	Additional Grounds Maintenance	£ 1,000.00		£ 150.00		£ 850.00	15.00%
	451	4400	BMX Track Maintenance	£ -		£ -		£ -	
	451	4401	BMX Track Purchase	£ -		£ -		£ -	
	452	4400	MUGA Maintenance	£ 200.00		£ -		£ 200.00	0.00%
452	4401	MUGA Purchase	£ -		£ -		£ -		
Play Area	490	4499	Inspections	£ 1,600.00		£ 498.00		£ 1,102.00	31.13%
Bishopstoke Cemetery	500	4500	Burial Ground Maintenance	£ 3,000.00		£ 110.33		£ 2,889.67	3.68%
	500	4501	Works / Improvements	£ 10,000.00		£ 2,585.71	£ -1,554.00	£ 8,968.29	10.32%
	500	4700	Trees	£ 2,000.00		£ 1,260.00		£ 740.00	63.00%
	500	4710	Grounds Contract	£ 6,600.00		£ 2,908.00		£ 3,692.00	44.06%
	500	4720	Additional Grounds Maintenance	£ 500.00		£ 458.80		£ 41.20	91.76%
	500	4810	Water	£ 100.00		£ 23.75		£ 76.25	23.75%
Stoke Common Cemetery	510	4500	Burial Ground Maintenance	£ -		£ -		£ -	
	510	4501	Works / Improvements	£ -		£ -		£ -	
	510	4700	Trees	£ -		£ -		£ -	
	510	4710	Grounds Contract	£ -		£ -		£ -	
	510	4720	Additional Grounds Maintenance	£ -		£ -		£ -	
	510	4810	Water	£ -		£ -		£ -	
Old St Marys	520	4500	Burial Ground Maintenance	£ -		£ -		£ -	
	520	4501	Works / Improvements	£ -		£ -		£ -	
	520	4700	Trees	£ 1,000.00		£ -		£ 1,000.00	0.00%
	520	4710	Grounds Contract	£ 3,600.00		£ 1,482.25		£ 2,117.75	41.17%
	520	4720	Additional Grounds Maintenance	£ 200.00		£ -		£ 200.00	0.00%
St Marys	530	4500	Burial Ground Maintenance	£ -		£ -		£ -	
	530	4501	Works / Improvements	£ 15,000.00		£ 603.80		£ 14,396.20	4.03%
	530	4700	Trees	£ 1,500.00		£ 100.00		£ 1,400.00	6.67%
	530	4710	Grounds Contract	£ 3,600.00		£ 1,455.50		£ 2,144.50	40.43%
	530	4720	Additional Grounds Maintenance	£ 200.00		£ 30.00		£ 170.00	15.00%
Burial Ground	590	4599	General	£ 500.00		£ -		£ 500.00	0.00%

Bishopstoke Parish Council - Budget Monitoring - Expenditure (August 19)

Finance & General Purposes Meeting - 10th September 2019

Year to Date

41.9%

Prior to 01/09/2019	Cost Centre	Account Code	Description	Reserves / Virements	Spent to Date	Approved Spending	Funds Left	Proportion Spent
Underwood Road	600	4600	Buildings (Inc sheds)	£ 1,500.00	£ -		£ 1,500.00	0.00%
	600	4601	Eqpt	£ 500.00	£ 799.17		-£ 299.17	159.83%
	600	4602	Fence Maintenance	£ 1,000.00	£ -		£ 1,000.00	0.00%
	600	4603	Plot Maintenance and clearance	£ 500.00	£ 1,050.00		-£ 550.00	210.00%
	600	4604	Works / Improvements	£ -	£ 477.50		-£ 477.50	
	600	4700	Trees	£ 500.00	£ -		£ 500.00	0.00%
	600	4710	Grounds Contract	£ 260.00	£ 105.00		£ 155.00	40.38%
	600	4720	Additional Grounds Maintenance	£ 200.00	£ 310.00		-£ 110.00	155.00%
	600	4800	Electricity	£ 400.00	£ 362.41		£ 37.59	90.60%
	600	4810	Water	£ 1,000.00	£ -		£ 1,000.00	0.00%
Jockey Lane	610	4600	Buildings (Inc sheds)	£ 500.00	£ 75.20		£ 424.80	15.04%
	610	4601	Eqpt	£ 200.00	£ 341.33		-£ 141.33	170.67%
	610	4602	Fence Maintenance	£ 500.00	£ -		£ 500.00	0.00%
	610	4603	Plot Maintenance and clearance	£ 250.00	£ -		£ 250.00	0.00%
	610	4604	Works / Improvements	£ -	£ 450.00		-£ 450.00	
	610	4700	Trees	£ 500.00	£ -		£ 500.00	0.00%
	610	4710	Grounds Contract	£ 400.00	£ 157.50		£ 242.50	39.38%
	610	4720	Additional Grounds Maintenance	£ 200.00	£ 279.57		-£ 79.57	139.79%
	610	4810	Water	£ 300.00	£ 89.28		£ 210.72	29.76%
Sewall Drive	620	4600	Buildings (Inc sheds)	£ -	£ -		£ -	
	620	4601	Eqpt	£ -	£ -		£ -	
	620	4602	Fence Maintenance	£ -	£ -		£ -	
	620	4603	Plot Maintenance and clearance	£ -	£ -		£ -	
	620	4604	Works / Improvements	£ -	£ -		£ -	
	620	4700	Trees	£ -	£ -		£ -	
	620	4710	Grounds Contract	£ -	£ -		£ -	
	620	4720	Additional Grounds Maintenance	£ -	£ -		£ -	
	620	4800	Electricity	£ -	£ -		£ -	
	620	4810	Water	£ -	£ -		£ -	
Breach Lane	630	4600	Buildings (Inc sheds)	£ -	£ -		£ -	
	630	4601	Eqpt	£ -	£ -		£ -	
	630	4602	Fence Maintenance	£ -	£ -		£ -	
	630	4603	Plot Maintenance and clearance	£ -	£ -		£ -	
	630	4604	Works / Improvements	£ -	£ -		£ -	
	630	4700	Trees	£ -	£ -		£ -	
	630	4710	Grounds Contract	£ -	£ -		£ -	
	630	4720	Additional Grounds Maintenance	£ -	£ -		£ -	
	630	4800	Electricity	£ -	£ -		£ -	
	630	4810	Water	£ -	£ -		£ -	
Allotments	690	4699	General	£ 200.00	£ -		£ 200.00	0.00%
Open Space	700	4700	Trees	£ 1,000.00	£ -		£ 1,000.00	0.00%
	700	4710	Grounds Contract	£ 960.00	£ 525.61		£ 434.39	54.75%
	700	4720	Additional Grounds Maintenance	£ 200.00	£ 20.00		£ 180.00	10.00%
	700	4730	Brookfield Project	£ 10,000.00	£ -		£ 10,000.00	0.00%
	700	4799	Other	£ 200.00	£ 329.96		-£ 129.96	164.98%

Total	Budgeted + Virements	Spending	Funds Remaining
	£ 293,608.00	£ 66,513.10	£ 227,094.90
	Proportion Spent		
			22.65%

Bishopstoke Parish Council

Finance & General Purposes Meeting

10th September 2019

Payments (July 2019)

Direct Debit payments

BT	Office - Phone & broadband (Jul 19)	£	60.85
Eon	Office - Electricity (Jul 19)	£	50.00
British Gas	Allotments - UR - Electricity (Jun 19)	£	60.06
British Gas	Shears Mill - Electricity (May 19)	£	11.50
Eastleigh Borough Council	Trade Waste (Mar 19)	£	49.06
Eastleigh Borough Council	Trade Waste (Apr-Jun 19)	£	183.70

Debit Card payments

ST - Fox Garden Machinery	New Strimmer for UR	£	425.00
ST - Amazon	SD memory card for mobile phone	£	12.71
ST - Post Office	Postage	£	9.90
ST - Amazon	Printer Inks	£	101.78
ST - Vodafone	Mobile phone top-up	£	10.00
CT - Ryman	Stationery	£	11.98
ST - Amazon	Virkon disinfectant for Carnival	£	13.99
CT - Sainsburys	Mobile phone top-up	£	10.00

BACS payments

Colden Common Parish Council	50% S Thorogood CILCA costs	£	210.00
Eastleigh Borough Council	New cemetery sign	£	343.80
Green Smile Ltd	St Mary's Church bramble removal	£	36.00
Foster Tree Surgeons	Tree work Cemetery	£	1,056.00
Planet	Neighbourhood Plan	£	383.76
Do the Numbers Ltd	Internal Audit 2018-19 accounts	£	750.00
NJ Bryan	Toilet repairs JL site	£	90.24
Vitaplay	Remove shelter at Glebe Meadow	£	336.00
Bruno Construction	Removal concrete bench UR	£	558.00
Bruno Construction	Weed removal Shears Mill wall	£	243.96
Green Smile Ltd	Top soil of tree stump removals	£	96.00
Mike Thornton	Travel Token Refund	£	9.00
Bishopstoke Good Neighbours	Travel Token Refund	£	200.00
Steve Willis	Fuel for JL equipment	£	10.00
Safeguard Pest Control	Wasp nest clearance UR 13A	£	84.00

Staff	Salary	£	3,544.60
Staff	Mileage + Office Allowance	£	76.50
HMRC	Tax / NI	£	1,022.76
HCC	LGPS	£	1,180.20
Green Smile	Ground Maintenance (Jul 2019)	£	3,979.31

Cheque payments

N/A

Out Of Pocket Expenses N/A	Clerk	£ -	
		Sub total	£ -
Out Of Pocket Expenses Eastleigh Borough Council	Assistant Clerk - CT Parking for Course	£ 4.40	
		Sub total	£ 4.40
Out Of Pocket Expenses N/A	Assistant Clerk - ST	£ -	
		Sub total	£ -
Total payments			£ 15,225.06

Bishopstoke Parish Council

Finance & General Purposes Meeting

10th September 2019

Payments (August 2019)

Direct Debit payments

BT	Office - Phone & broadband (Aug 19)	£	62.32
Eon	Office - Electricity (Aug 19)	£	50.00
British Gas	Allotments - UR - Electricity (Jul 19)	£	51.96
Business Stream	Allotments - JL - Water (Apr-Jul 19)	£	77.36
Business Stream	Burial Grounds - BC - Water (Feb-Apr 19)		

Debit Card payments

CT - Post Office	Postage	£	16.94
ST - Boyatt News	Stationery	£	7.83
ST - Post Office	Postage	£	11.40
CT - Post Office	Postage	£	2.30
DW - Amazon	Carnival Safety Equipment	£	10.40
DW - Amazon	Carnival Safety Equipment	£	25.93
DW - Amazon	Printer Inks	£	91.92
ST - Vodafone	Mobile phone top-up	£	10.00
DW - Ryman	Stationery	£	36.46
CT - Sainsburys	Mobile phone top-up	£	10.00
ST - Vodafone	Mobile phone top-up	£	5.00

BACS payments

Mrs Lorna Carroll	Carnival Court sashes	£	24.95
Lockerley Stone	Final Payment (Inv 176213)	£	255.00
Nigel Gunner Consultants	St Marys Wall Survey	£	550.56
Ryan O'Connor	JL Standpipe work	£	89.57

Staff	Salary	£	3,627.50
Staff	Mileage + Office Allowance	£	72.00
HMRC	Tax / NI	£	1,090.53
HCC	LGPS	£	1,214.64
Green Smile	Ground Maintenance (Aug 2019)	£	3,979.31

Cheque payments

N/A

Out Of Pocket Expenses

N/A

Clerk

£ -

Sub total £ -

Out Of Pocket Expenses

Shop 4 All sorts	Bamboo canes	£	7.49
Amazon	Printer Inks	£	22.62

Assistant Clerk - CT

		Sub total	£	30.11
Out Of Pocket Expenses	Assistant Clerk - ST			
N/A		£	-	
		Sub total	£	-
Total payments			£	11,403.99



Bishopstoke Parish Council

Listening to you

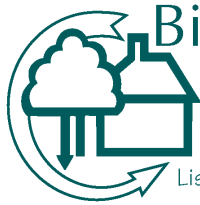
David Wheal
BSc (Hons) PGCE
Clerk to the Parish Council

Bishopstoke Parish Office
Riverside
Bishopstoke
Eastleigh
Hampshire SO50 6LQ

Tel: 02380 643428
email: clerk@bishopstokepc.org

APPLICATION FOR GRANT AID

1.	Name of Organisation	Bishopstoke Memorial Hall
7.	Objectives and Member Criteria	Provision and maintenance of a village hall for the use of the inhabitants of Bishopstoke and the surrounding area.
8.	Total Membership Proportion in BStoke	N/A
9.	Total Grant	£2,000
10.	Grant Purpose	Unbudgeted repairs to apex of the ceiling in the main hall for safety reasons
11.	Estimated income of organisation	£11,000 plus grant of £1,250 already given
12.	Estimated expenditure of organisation	£15,000
13.	Other funding	N/A



APPLICATION FOR GRANT AID

1.	Name of Organisation	Street Pastors
7.	Objectives and Member Criteria	<p>Listening, Caring, Helping Non-judgemental, give time and love to anyone. Not about preaching but helping people integrate into society. Gospel at the heart of what we do, and why, but not at the forefront of what we say. Work with local police and authorities. Street pastors patrol every Friday night. In Bishopstoke we walk the streets but generally call in at the Hub; Riverside area; Glebe meadow; play areas and places where people may congregate. We liaise with the police and they will inform us at the start of the patrol if there are any particular areas that they would like us to visit, or incidents of which we should be aware. Street Pastors are drawn from the congregations of local churches but seek to help and support all and any person.</p>
8.	Total Membership Proportion in BStoke	<p>15 active street pastors; 6 prayer pastors and church housegroups on rota. 6 SP and PP resident in Bishopstoke.</p>
9.	Total Grant	£500
10.	Grant Purpose	<p>Running expenses. Payment to coordinator; insurance; training; uniforms. SP are reliant on grant aid. Without it we would not be able to continue. In the early years of SP crime dropped by some 50% and we feel that some of the decrease was due to our activities. Things generally seem to be more peaceful now but recently there has been an increase in drug taking and over consumption of alcohol; and also an increase in vandalism and anti-social behaviour. We intend to continue patrolling to talk to people about the dangers of drugs and over-drinking; to help people who have become "incapable"; help combat the anti-social issues but also maintain the more general peaceful climate that there has been. However crime reduction is only part of the story. We believe that a listening ear can be of great help and we</p>

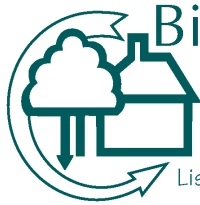
		<p>have heard many traumatic and many “ordinary” stories where people wish to “offload”. We have given support and signposting to other agencies.</p> <p>We aim to support and encourage the residents of Bishopstoke.</p>
11.	Estimated income of organisation	£1,000
12.	Estimated expenditure of organisation	£1,200
13.	Other funding	<p>Fair Oak Parish Council make an annual grant of £500.</p> <p>We have received irregular grants from the Hampshire Police and Crime Commissioner in the past. The Hampshire Street Pastor organisations had planned to prepare a combined bid to the Commissioner last financial year but that was again postponed, I understand due to changes of administration in other SP groups. In past years we have received grants from individual HCC councillors and intend applying again this year.</p>



APPLICATION FOR GRANT AID

1.	Name of Organisation	Citizens Advice Eastleigh
7.	Objectives and Member Criteria	Clients must live or work in the EBC area. See governance documents for more information.
8.	Total Membership Proportion in BStoke	10 trustees 10 paid staff (6.2 FTE) 36 volunteers 3241 clients (2018/19) 270 clients from Bishopstoke (2018/19)
9.	Total Grant	£1,000
10.	Grant Purpose	To help with core running costs. We rely on smaller grants to meet running costs. Our core EBC grant does not meet all our costs.
11.	Estimated income of organisation	£300,166 (this includes estimated income from grant applications).
12.	Estimated expenditure of organisation	£298,965
13.	Other funding	EBC Money Advice Service VIVID Parish Councils Local Churches Donations

NOTE: The Clerk has the full trustees report and articles of association should any Cllr wish to inspect them.



Play Area Inspections

Current Play Inspection Routine:

Annual Inspection

May	Seagrave Inspection Services	£498 + VAT
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Operational Inspections

Aug, Nov, Feb	Seagrave Inspection Services	£432 + VAT
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Routine Health and Safety Inspections

Weekly	Green Smile	Open Space Contract
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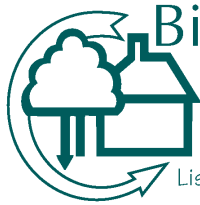
Visual Inspections including glass, litter and obvious damage

Completed 3 times per week in all play areas	Open Space Contract
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Additionally, Sayers Road and Glebe Meadow are litter-picked and inspected daily between 1st April and 30th September.

ROSPA (Royal Society for the Prevention of Accidents) recommends that Routine inspections happen at least weekly. They also recommend that Operational Inspections are quarterly, although they note that these may not be necessary if the Annual Inspection and the Routine inspections are robust enough.

I therefore conclude that Bishopstoke Parish Council's arrangements for inspection of play areas are perfectly sound and I recommend no change to the current inspection routine.



Jubilee Clocks

We have received 3 versions of a quote from a local company, all for varying degrees of work, as follows:

- 1) To get both pillars working again and repairing any breakages to covers and or dials, based on battery only controllers with manual time adjustments.
£1,680 plus VAT.
- 2) To remove the existing pillars and refurbish prior to re-installing and then re-install.
Circa £3,800 plus VAT.
- 3) To replace the existing pillar clocks with our Albert style clocks, including removal of the originals.
£7,900 plus VAT.

The original amount placed in the budget for this work was £10,000, so all three options are viable.

The quotes all also specify the need for a twice-yearly visit for time adjustments at which time the batteries would also be replaced. These would be charged at £150 plus VAT per visit.

The company further recommends that the Council consider switching both clocks to mains power to avoid these semi-annual costs. This would appear relatively easy to achieve on Riverside where there is mains power available from Shears Mill. The Welcome Inn clock would need to be connected to power in the street which may be somewhat more involved and potentially expensive.

Digital Mapping

Following a presentation at the HALC annual conference in May, the Council purchased a subscription to Parish Online. This was one of two pieces of digital mapping software presented at the conference. The two pieces were described as working in partnership with each other – each giving different benefits to purchasing councils.

Parish Online was the cheaper of the two and described as more initially accessible. It gives the ability to access the Parish Ordnance Survey Mapping data and create layers within that of our own – a layer showing dog bins, one for benches etc. These maps can then be utilised in presentations or online to enhance the website and we are in the process of learning how to use this software now.

The second part of the presentation was Pear Technology. This was described as being less easy to access initially, but its functionality had two specific benefits not provided by Parish Online. With Pear Technology it is possible to use a GPS handset to log the locations of items such as trees or graves. This allows tree surveys to be exact, and to allow tree surgeons to be certain of which tree they are working on. It also allows an online digital map of all graves and memorials, enabling the Cemetery to be a searchable online service.

We are about to undertake our tree survey and the arboriculturalist has one of the GPS handsets and uses it for his work.

Costs indicated online are that the necessary software would be £1,245 initially followed by an annual subscription of £225. However, having made enquiries of the company I have been quoted the software for a price of £700, still with the annual subscription of £85.

Without purchasing the software we would still be able to get the tree survey information, but it would cost approximately £300 more than quoted as the arboriculturalist would need to purchase the relevant map sections himself. We would not have live access, and would not be able to add our own notes to the tree

layer in Bishopstoke, nor would we be able to plot the position of memorials in Bishopstoke Cemetery.

Initial discussions between myself and the chair after the HALC conference were that Pear Technology would have been brought in as a budget item for next year, but as the arboriculturalist can make good and active use of it now which will benefit the Council in this cycle of tree work I recommend viring the necessary funds from reserves to pay for the software.

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

10th September 2019
Agenda Item: 12

Report Subject:

Recommendation for a change in fee policy due to the introduction of the Children's Funeral Fund for England

Report Author:

The Assistant Clerk for Cemeteries

Executive Summary:

This report gives details of the effect on Bishopstoke Parish Council of the introduction of the Children's Funeral Fund for England, and the recommendation of a waiving of fees for the burial of babies not covered by this Fund.

Recommendations:

The Parish Council is recommended to waive the fees for the exclusive right of burial grant and permission to erect a memorial for babies with a gestation of less than 24 weeks.

Notes:

The government has recently introduced a new Children's Funeral Fund for England, which is intended to enable grieving parents to be able to bury their child free of charge.

Bishopstoke Parish Council agreed a change in fee policy at the Full Council meeting on 23rd October 2018 to be in line with the spirit of the new proposals, by increasing the age at which interments are free of charge from children up to the age of 12 years to children up to the age of 18 years. This change allowed grieving parents to be able to both bury their child and to place a wooden cross and metal plaque marker with no fee payable to Bishopstoke Parish Council. If at a later point in time, the family decided that they wish to have a permanent stone memorial they would still need to purchase the exclusive right of burial grant and pay a fee for the memorial application.

The arrangements under the new Children's Funeral Fund for England are that for any burials taking place on or after 23rd July 2019 the fees for the exclusive right of burial grant and the cost of permission to erect a memorial, for children under the age of 18 or stillborn after 24 weeks of pregnancy, can now be claimed back by Bishopstoke Parish Council from this Fund. These fees will be provided free to the parents at the point of need, but will be reimbursed to the burial authority from the Children's Funeral Fund. This is applicable to Bishopstoke Parish Council, as although the interment is provided free of charge, there is still currently a fee for the purchase of the exclusive right of burial grant and a fee for permission to erect a stone memorial.

At the last meeting of the Cemeteries Working Group members considered that the arrangements for the new fund meant that babies who have not reached 24 weeks gestation are not covered by the Children's Funeral Fund. These babies are treated differently under current legislation, as there is no statutory registration required. Members determined to recommend to the Finance and General Purposes Committee that Bishopstoke Parish Council should have a policy of treating these babies as if they would have been covered under the Children's Funeral Fund, and to waive the fees for the exclusive right of burial grant and memorial application in such cases.

Reasons for the Decision:

To ensure that grieving parents are treated equally under the fee policy for the burials of all babies who have not reached their full term.

Background Papers:

Background information to assess effect on Cemetery fee income: there have been 4 burials in Bishopstoke Cemetery which would have been affected by the above recommendation. Three of these burials have been under the care of Bishopstoke Parish Council (1-2006, 1-2010, 2-2011).

Cheryl Taylor
Assistant Clerk to Bishopstoke Parish Council
2nd September 2019