

BISHOP'S ITCHINGTON PARISH COUNCIL

Minutes of the Ordinary Parish Council Meeting 7 October 2024

Present:

Cllr Thomas (Vice Chairman) Cllr Colton Cllr Dugmore Cllr Tagg-Wilkinson Cllr Tressler

In Attendance:

Karen Stevens - Clerk to the Council
Val Powell – Cemetery Manager
Cllr Nigel Rock – District Councillor
Rupert Cope – Midlands Net Zero Hub

Public:

21

Cllr Thomas advised that in the absence of the chairman, he would chair tonight's meeting.

24/163 Apologies:

Cllr Howatson (medical appointment)
Cllr Horsman (illness)
Cllr Lamont (holiday)
Cllr Kettle (Illness)
The above apologies were accepted.

24/164 Declarations of Interest:

None

24/165 Dispensations:

None

24/166 Minutes:

Minutes of the ordinary parish council meeting held on 2 September 2024. The clerk advised that the word "unless" had been omitted in the last sentence on page 433.

It was **RESOLVED**, that with the amendment above, the minutes of the ordinary parish council meeting held 2 September 2024 be accepted as a true and complete record of the meeting. Proposed Cllr Horsman, seconded Cllr Tagg-Wilkinson, all in favour.

24/167 Public Forum:

Several members of the public were in attendance for item 11 on the agenda. The question of why residents were not consulted before they started work was raised. Did the parish council know anything about it? Are there any future plans for that area as there is a Tree preservation Order (TPO) on the land? It was proposed and agreed to bring forward item 11 on the agenda and to continue the public forum after that if necessary.

24/168 Tree Felling behind Bishops Hill and High Street:

Cllr Tagg- Wilkinson advised that he is giving a statement of what has happened to date. If people have further concerns, then please contact him.

The land referred to is behind Butchers Close and is owned by Follet Property Holdings. At the September Parish Council meeting the agent for Follet's had commissioned a Housing Needs Survey (HNS). The parish council were required to decide whether or not to adopt the HNS. As it was, the parish council resolved to note the Housing Needs Survey and its contents. The key issue was that it had been commissioned by the agents working for Follet's and at the meeting a map was circulated indicating where they were looking to develop. At the present time there is no planning application. He then proceeded to outline the timeline to date:

8 April: At the parish council meeting it was resolved to contact Follet's due to concerns of limbs/branches falling off trees on this land into people's gardens and into the Butchers Arms garden

22 May: Email notification to the parish council and district councillors from Stratford District Council (SDC) Planning regarding TPO/015/006 legal reference SDC-436 advising landowners concerns over ash dieback disease and the potential of limbs falling or whole trees falling onto adjacent properties. The application is for wholesale felling with the loss of woodland mitigation being not on the site but elsewhere,

23 May: Parish council respond to SDC Planning. Concerns raised over wholesale felling, landowners' actual intention, replanting in another location, biodiversity loss, whilst acknowledging the importance of removing the risk from ash dieback and focusing on ensuring any restocking took place on the same area as the felling

28 May: Councillors note via email the possible landowner's intent referring to the Neighbourhood Development Plan. Policy BINPD2 concerning the ability to build on land adjacent to the village Built Up Area Boundary (BUAB)

June/July: The Forestry Commission (FC) issue a felling licence but for re-planting in an alternative location. The licence was later updated to require replanting in the same location as that felled.

25 September:

- A resident informed Cllr Tagg-Wilkinson that the felling licence had been granted by the FC.
- Tree felling started. Cllr Tagg-Wilkinson emailed SDC Planning Officer raising concerns including possible badgers and bats, potential planning and the need for a bio-diversity survey and the location of replanting on the FC website
- Planning Officer responds "SDC had acknowledged the presence of ash dieback disease and on balance supported the clearance. However, we then objected to the alternative location for replacement planting. This objection was also based upon the planning history relating to this important area of woodland in a central location in the village. I sought clarification from the FC about the replanting location and they have responded this morning with a revised decision – reference 015/2440/2024, which correctly shows the restocking site as the same site as the felling and within the area protected by the TPO"
- SDC Planning officer also requested that it would be useful if the parish council members could make a note of when the works are undertaken and to contact her if the replanting is not completed in the planting season following felling.

26 September: Following a discussion with SDC planning enforcement officer after her visit to the site and concerns raised by local residents, Cllr Tagg-Wilkinson

contacts the FC looking for reassurance of planting in the first season, size of stock, lack of consultation, emphasising the loss of biodiversity and the need to re-establish the site as soon as possible. He also pointed out the incorrect references on their website

30 September:

- Response received from FC confirming the deadline to re-stock the site is 30 June 2029 (a standard time on standalone licences)
- Further email to FC passing on concerns over the presence of protected species i.e. bats. He also stated that whilst the license referred to UK Forestry Standard (UKFC) 2017, it was pointed out that the standard did not deal with specific management of ash dieback. Whilst The Arboricultural Association 'Ash Dieback Guidance' which is more up to date and is more informative takes on board the latest research concerning the management and preservation of our native ash sighting the Forest Research Agency "with the exceptions of felling for public safety or timber production, we advise a general presumption against felling live ash trees, whether infected or not"
- Correspondence with SDC planning officer to confirm the nature of the TPO and future protection against planning applications and also to seek help in quantifying the biodiversity loss for the site under the Bishop's Itchington LBAP

3 October:

- Further email sent to FC regarding disjointed and outdated legislation with a response from the FC officer who expressed personal agreement
- Email from SDC planning officer confirming they had sought to verify the actions of the contractor with respect to any due diligence but found the agent no longer acted for the landowner who had instructed the contractor directly. SDC Legal section clarified that the FC and themselves agree that where a Felling Licence has been granted and the Local Planning Authority consulted, there is no opportunity for the District Council to be involved. It was also confirmed that "the presence of a woodland TPO still protects any natural regeneration or replacement planting, whatever its age. This would therefore form part of the consideration should a planning application be submitted"
- Emailed SDC expressing helplessness at the events and thanking them for their support. Pointed out that trees outside the TPOI have also been removed – which might need to be considered in any future BNG proposal

4 October:

- Email from Cllr Natalie Gist attempting to contact Follet to confirm tree planting season
- Telephone conversation with Wildlife Officer and discussed possibility of wildlife crime. The Wildlife Officer explained that without comprehensive evidence for protected species, the Crown Prosecution Service would not prosecute – the testimony of local residents to the existence of bats would not be enough.

He concluded that, a planning officer had advised that a tree felling licence was being applied for. The Felling Licence application does not specifically say about notification. It tells the contractor that they should notify stakeholders before they start work and that is why he has been pushing to know why the contractor had not initiated considerate consultation before the work started. No answer has been received so all that has been gained is several learning points. Currently, there is no planning application. He has attended the site today, has seen the clearance and taken photographs which he has forwarded Cllr Gist. All we can do now is wait to see what the next step is but for that TPO area specifically, the TPO stands and they

have to replant (hopefully in this replant season). The TPO covers slightly north of the path down to behind the Butchers Arms/High Street. The FC will have signed the licence to allow the trees to be felled and having checked, it did not just relate to ash trees but a mixture of species resulting in complete felling of the entire area. Other members of the parish council may not be aware about all this as we were reacting to the felling licence. We responded and got the result that we wanted in that the replanting was not going to be elsewhere so having it replanted where the felling has taken place maintains the TPO and therefore we hopefully have some protection if a planning application is submitted.

The FC can deal with something as a tree felling licence and it is not planning. They can decide it is a planning issue and hand it over to planning. In between there is an expectation, not written down, specifically in this instance, that because of the TPO, the FC would discuss it with the planning officer which is where we got our information from. When and if a planning application is submitted, we need to be fully mindful of how felling licences work and how the planning system works .

The TPO is in place, remains in place and covers both old trees and new trees/saplings that are planted.

Cllr Tagg-Wilkinson advised that in our Biodiversity Action Plan there is a need to identify the site specifically as when he was writing the Biodiversity Policy, he was referring to the BINDP which is based on the national policy framework and therefore is biased towards building/building considerations. There are other policies that cover green spaces that were almost ignored but are referred to in the Bishop's Itchington Local Plan and therefore wants to embed that in the action plan.

24/169 Midland Net Zero Hub – Community Energy Fund Projects:

Rupert Cope advised that he has recently moved to the village and has been working for Midland Net Zero Hub for approximately 2.5 years. They work on several different projects and some of the work they undertake is with schools and some are community-based projects.

Bishop's Itchington School appears to have approximately 1,000m² of easily accessible rooftop space. He would like the parish council to support the school with improving their energy efficiency and generating electricity using some battery storage on site and when not being used by the school, the stored energy could be used to by local businesses for instance. There are a number of different funding options. Unfortunately, the Community Energy Fund closed last week. This was for feasibility studies (approximately £35,000 per successful application).

Rupert wanted to see if there was any interest from the parish council as all their work is fully funded by the government therefore no costs involved for the parish council. The project would not be taking up any green space, the school could generate an income, the payback would be relatively short (between 5 and 7 years) and retrofit measures that are introduced would make it more efficient so using less electricity leaving more to go around.

He was advised that the school is part of Stow Valley Multi Academy Trust, it is not a standalone school therefore it was suggested that he make contact with the headteacher, Jacky Sykes, who is also the sustainability lead for the academy. It was also suggested that he contact Sarah Price in the village as she had, some time ago talked to the District Councillors about the Climate Change Fund at the SDC.

He was asked if it fully funded through grants or is there a percentage that will need invested by the school. The response was that it will depend on the grant, in a lot of cases, feasibility studies are fully funded but capital funding is not.

What he would initially like to do is to get the school 'bid ready' for any/all available funding opportunities and he could then help the school write an appropriate bid and submit it quickly – without being 'bid ready', it makes it more difficult to do and slows down the process. Government funding opportunities are very few, and the deadlines are very short. Grant funding varies from fund to fund, sometimes it is match-funding, sometimes contribution based.

24/170 Planning Matters:

- i. To consider the parish councils response to the following planning applications:

24/02443/TPO

17 Bishops Gate, Bishop's Itchington, CV47 2UT – T2: Common Ash maintain at current height and spread as per report

It was **RESOLVED** to submit a response to planning application 24/02443/TPO as "no representations". Proposed Cllr Dugmore, seconded Cllr Tagg-Wilkinson, all in favour

- ii. To review the holding objection submitted and whether this needs to be amended on the following planning application:

24/02258/TPO

Bishops Hill Nature Reserve, Ropeway, Bishop's Itchington – To remove a number of trees that are blocking the line of site between two of the airwave emergency services telecom sites.

The proposed felling is on a Warwickshire wildlife nature reserve and there are bat boxes up so there are bats where they are proposing to fell these trees. Need to say that they need to consult with Warwickshire Wildlife Trust, we are aware that there are protected species on the site. Quality of the application and the grid referencing is unclear. Why do trees have to be felled within a TPO area? Residents need to be fully communicated with.

It was **RESOLVED** to leave the objection points and reinforce the fact that not only is it unclear from that diagram but the application form sites two documents that are not on the application so we cannot possibly handle the information. Proposed Cllr Dugmore, seconded Cllr Tagg-Wilkinson, all in favour

- iii. To note the comment submitted on the following planning application:

24/01689/FUL

The Workshop, Ivy Villa, 20 Poplar Road, Bishop's Itchington, CV47 – Change of use from commercial workshop for mechanical car repairs to ancillary use associated with Ivy Villa dwelling

No Representation

This was noted

iv. To note the decision of the following planning applications:

a. 24/01933/TPO

42 Rupert Kettle Drive, Bishop's Itchington, CV47 2PU: 2 no. sycamores – fell
Consent for Arboricultural Work

The consent for Arboricultural work was noted

b. 24/01882/LDE

Parsons Farm, Plough Lane, Bishop's Itchington, CV47 2QG – Erection of four buildings on the land

Certificate of Lawful Existing Use or Development

The certificate of Lawful Existing Use or development was noted

v. To note the withdrawal of the following planning application:

24/01220/FUL

26, 28, 30 And 32 Starbold Road Bishops Itchington Southam CV47 2TQ - Demolition of numbers 26, 28, 30 and 32 Starbold Road and redundant garages. Erection of 5 affordable housing units to include 4 maisonettes and 1 bungalow and associated development.

The withdrawal of the planning application was noted

24/171 County and District Liaison:

Warwickshire County Council (WCC) – Cllrs were advised that there is no WCC report this month.

Stratford District Council (SDC) – A report had been circulated prior to the meeting and it was accepted as read. Cllr Rock highlighted the item referring to the theft of copper wiring (3km of copper cable underground at the side of the carriageway) near Napton. People need to remain vigilant and report any suspicious activity (i.e. if they see people late at night lifting chambers at the side of the road). He also emphasised the new Customer Access Terminal installed in Southam Library which enables people with benefit problems, council tax issues etc to talk with an officer at SDC.

24/172 Formal Complaint from Mr and Mrs Young:

Cllr Colton advised that she had checked with Cllr Howatson as to who can approve the minutes of the formal complaints committee and was advised that it was the three members of the committee plus Cllrs Kettle, Lamont and Thomas as they were present at the meeting. As there are only two of these councillors present, it is inquorate and therefore the amended minutes cannot be approved.

With regards to the actual complaint, there were four main areas that have been talked through. Most of these areas have been satisfied although there is still outstanding information on one of the initial complaints to resolve which refers to questions asked on the Freedom of Information Request. A further meeting is to be set up between Cllr Colton and Mr and Mrs Young and she has some further information that may assist with satisfying some of the queries.

It was agreed to defer this item until the parish council meeting to be held on 4 November 2024 as the complaints committee members was inquorate.

Mr and Mrs Young advised that from their point of view, they are not happy with a lot of things that have been said and could go over this time and time again, but they do not think they will get any honest and straightforward answers to a straightforward question from the parish council, we have asked it loads of times and have been given misinformation all the way through. We just want to draw a line under it. We cannot understand where you got this about the people present at the meeting, they are actually complicate in the act, where have you got this in your Standing Orders, stuff has not been recorded quite right, I mean we could go over this time and time again but at the end of the day, as far as we are concerned, with the actual minutes it is only Cllr Howatson who can actually sign the minutes off. We do not understand why you are all approving the minutes because that is not what your policy states. Mr S Young read the policy to the meeting “any recommendations on a complaint will be minuted and announced”, there is no reference to approval. The ones to approve the minutes should be the members of the complaints committee. Clarification was sought as to whether the councillors present at the meeting (Cllrs Kettle, Lamont and Thomas) were there as councillors or members of the public.

Cllr Dugmore clarified that it was a public meeting and the clerk recorded all the people who were there on the night but it should be the three members of the complaints committee who should be agreeing the minutes of that meeting. It was reiterated that only Cllrs Howatson, Colton and Horsman can agree the minutes of the meeting. The current policy is ambiguous and needs to be looked at and amended considering the experience gained using the policy.

Mr S Young stated that in the actual complaints committee, your policy says either the clerk or a councillor represents, in fact you had the clerk, the chairman of the parish council and Cllr Lamont who gave representation so once again, you did not adhere to your own policy. Cllr Colton advised that that section of the complaints committee, and it is clear on the agenda that was produced, was the section that the complaints committee can ask questions. If you would like to add this to your list that we are working through – Mrs Young advised that it was on the list.

Cllr Tressler commented that he understands we are making progress towards closing this case. It appears that Cllr Colton has been liaising with them to identify any points requiring further clarification and he wondered how many, so we can see how much more work is required to bring an end to this.

Mr C Young stated that they do not think they will ever get the answers so there is no point in going on, that is the honest answer.

Cllr Tressler continued: we are in a position where Cllr Colton has liaised with you to a point where there is a document everyone can be happy with, are we at that stage or is there still some more work to do. Mrs Young said there were omissions from the minutes, there were things said on the evening that have not been minuted which are quite relevant and create one of the questions we have put to Cllr Colton so as we see it, there are some things that need amending.

Mr S Young said they would not be happy because you are not letting what was said be recorded so we will just have to record that we do not agree with those minutes

and will have to accept that because this council is dysfunctional, and you just don't know what you are doing.

In summary, the people eligible to propose, second and vote on the Complaints Committee minutes are the participants i.e. the members of that committee (Cllrs Howatson, Colton and Horsman). It will need all three to transact that piece of business. The contents of the minutes, which has been discussed previously, have to be the record of the meeting so you will need to conclude are they complete, are they true. If there are omissions then obviously, we can report those in and they can be recorded as an addendum to it but that is a record of the meeting, not a record of the accuracy of what was said in the meeting, it is only the accuracy of the record. If subsequently there are elements in that record which warrant challenge, then that becomes a code of conduct matter.

Cllr Thomas thanked Cllr Colton on behalf of the parish council, for the work she was undertaking with Mr and Mrs Young and asked if she was happy to continue with this process to which she answered yes.

24/173 Waste Bins on the Yellow Land:

Following discussion, it was **RESOLVED** that we agree in principle to the installation of an additional bin at a cost provided by the Clerk with a location to be resolved between Cllr Tagg-Wilkinson and Pam Reason Proposed by Cllr Dugmore, seconded Cllr Thomas, all in favour.

24/174 Work on the Solar Farm on Knightcote Road and the issues facing Blue Barn Stables and Glen Farm:

This item was withdrawn from the agenda.

23/175 Ladbroke Road Ditch:

Complaints are being received from residents that the hedges were trimmed but all the hedge cuttings were allowed to drop into the ditch, and this is now attracting fly tipping as some residents are putting their garden waste in the ditch. The ditch was originally put in to stop flooding on Ladbroke Road and residents are concerned that unless the ditch is cleared out, they could get flooding occurring. There is also an issue with the amount of straw left on the road following farmers transporting bales. The clerk is trying to establish who maintains ditches – if it is on highways land it would be highways. Debris on the highway would be a police matter.

There are also complaints about speeding on Ladbroke Road and Old Road so this will be put on the agenda for the November meeting.

24/176 Cricket Wicket:

Following discussion, it was agreed that the cricket club and the football club need to come up with a solution together then bring the proposal to the parish council.

24/177 Finance:

1. To receive monthly financial report for:
 - i. August 2024: This was noted (Appendix A)
 - ii. September 2024: This was noted (Appendix B)
2. To receive bank reconciliation reports for:

- i. August 2024: Cllr Kettle had reviewed this and advised that it is correct
 - ii. September 2024: Cllr Kettle had reviewed this and advised that it is correct
3. To approve accounts for payment 7 October 2024:
It was **RESOLVED** to approve the Accounts Payable 7 October 2024 (Appendix C). Proposed Cllr Tagg Wilkinson, seconded Cllr Thomas. Cllrs Dugmore and Thomas agreed to authorise the payments.

24/178 Environment and Properties:

- i. Pavilion – medical facilities: An email has been received suggesting that the pavilion should provide medical facilities. Cllrs advised that, having read the email, they are confused as to what is being asked for because as such, it is a playing field. Notwithstanding the state of the pavilion; it has more facilities than a lot of playing fields that under 10's are playing on. If there are major concerns, maybe football teams need to consider medical cover via St John's Ambulance Service or Warwickshire Ambulance. Normally, teams have their own first aiders and medical kit. Any sport team could be accessing the playing field/pavilion and depending on the sport, the medical facilities will be different – what are we obligated to provide as a landlord (if we are seen to be a landlord) and what are they obligated to provide? The clerk was asked to write to the person who had sent the email to ask what they are actually asking for.
- ii. Playground Update: There is one faulty piece of equipment, and the manufacturers are repairing it this week under warranty.
- iii. Cemetery Update:
 - Headstones/Memorials. Work has started on reinstating the headstones/memorials with 14 having been done so far and the work by Stephen Hill Memorials is excellent,
 - Wendy Buckley has asked to open the chapel on 9 November (remembrance weekend) and on Christmas Eve,
 - A new base has been ordered for one of the water butts as it has been broken and a replacement hook has been ordered,
 - The chapel needs to have some work carried out on it – pointing to the bell tower, painting inside and outside, gutters cleaned out or replaced and a survey is needed regarding the crack on the inside wall under the big window to establish if it has been caused by a structural fault. Quotes to be obtained for these works
 - Need to get a specialist out to look at the drainage issues. Mr Young has pointed out that some mounds of earth have been put on the boundary of the cemetery and spinney that is effectively blocking drainage, but the grave digger has also advised that some of the underground pipes are likely to have been broken over the years. The recommendations from the Complaints Committee said that an Environmental Survey should be undertaken of the whole area as they felt there was an ongoing longer issue with the drainage. It was suggested that the Land Drainage Association and/or Cotswold Drainage might be able to help. Mr Young advised that a massive conifer was taken out and this would have taken up a lot of the ground water. Also, the drains by the chapel are totally blocked.

24/179 Portfolio Holders Update:

Cllr Colton advised that she had asked for this to be put on the agenda because when we actually have discussions between us, we get things done, things start to

happen as long as people are talking, communicating and having valuable discussions and it is also useful, particularly as a new councillor, to know what is going on within other areas of the council. There were no objections but, it was pointed out that, sometimes the agendas are quite long so we would have to be mindful of how much we can actually get through in the time allowed. May be useful to have a quick call for updates before the agenda goes out so it can be seen which portfolio holders need to be included on the agenda. For a lot of topics, what we need to be doing is talking more between meetings. The planning portfolio would need to be treated differently as the portfolio holder cannot tell other councillors their thoughts on a planning application before a meeting as it may influence councillors views.

Need to agree how portfolios should operate and how we feed back. It was suggested that each portfolio should rotate to provide feedback.

24/180 Reports and Questions:

- Noting the comment the Clerk made regarding the IT issues she is having, it was agreed that either Cllr Lamont or Cllr Dugmore supports her in review our IT provision and to come up with suggestions of what is needed so it can be discussed at the November meeting,
- Cllr Tagg-Wilkinson advised that he has spoken with Pam Reason and has asked that her group put together some ideas on Local Action Plans that we can pursue (biodiversity). Also, he had met with the Head Teacher at Bishop's Itchington School, Jacky Sykes (lead on sustainability), and they are going to work together on what they can do with the children. He attended the SDC Sustainability Conference. Unfortunately, he missed a meeting he wanted to attend about rivers and measuring the quality of rivers through Community Sites Project.

24/181 A motion was passed for the Exclusion of Public and Press under Section 100A of Local Government Act 1972 (all in favour):

- i. **Quotes for Ladbroke Road trees and vegetation**
Following a long discussion, this was deferred so additional information/clarification can be obtained.
- ii. **Quotes for Buffer Zone behind Mandale Close**
It was **RESOLVED** to accept the quote from Arbscope to clear the area to ground level
- iii. **Quotes to Tree Work Survey/Church Yard Trees**
It was **RESOLVED** to accept the quote from Arbscope to carry out all the high priority work identified in the tree survey of January 2024 which includes the work to the churchyard trees.
- iv. **Quote for hedge trimming to hedge in the playing field adjacent to the track to Dadglow Farm**
It was **RESOLVED** to ask for a more detailed quote and if this is at an acceptable level (as discussed), to delegate the authority to the clerk to accept the quote and order the works

2. Apology Letter

This was deferred until all members of the complaints committee could be involved

24/182 Date of Next Meeting

The next ordinary meeting of the parish council will take place on Monday 4 November 2024 at 7.30pm at the Community Centre.

Meeting closed at 22:08

Signed.....Chairman Date.....

APPENDIX A:

Financial Budget Comparison

Comparison between 01/04/24 and 31/08/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

	Budget 2024/2025	Reserve Movements	Actual Net	Balance	
INCOME					
Bishops Itchington Parish Council					
10	Precept	£110,000.00	£0.00	£55,000.00	-£55,000.00
20	Council Tax Support Grant	£0.00	£0.00	£0.00	£0.00
30	Burials	£2,500.00	£0.00	£715.00	-£1,785.00
40	Sec 136 & Other Reimbursements	£1,300.00	£0.00	£0.00	-£1,300.00
50	Playing Field	£500.00	£0.00	£324.52	-£175.48
60	Interest - Current	£12,500.00	£0.00	£739.69	-£11,760.31
61	Interest - Pavilion Fund	£0.00	£0.00	£602.28	£602.28
70	Grants	£0.00	£0.00	£0.00	£0.00
80	Misc	£0.00	£0.00	£0.00	£0.00
90	VAT Refund	£0.00	£0.00	£11,331.25	£11,331.25
100	Pavilion Fund	£0.00	£0.00	£0.00	£0.00
Total Bishops Itchington Parish Council		£126,800.00	£0.00	£68,712.74	-£58,087.26
Total Income		£126,800.00	£0.00	£68,712.74	-£58,087.26
EXPENDITURE					
Bishops Itchington Parish Council					
200	Salaries & Expenses	£39,943.00	£0.00	£14,106.92	£25,836.08
210	Councillor Allowances	£500.00	£0.00	£0.00	£500.00
220	Administration	£12,565.00	£0.00	£5,051.30	£7,513.70
230	Grounds Maintenance	£28,202.00	£0.00	£10,492.01	£17,709.99
240	Cemetery & Churchyard	£6,445.00	£0.00	£1,495.94	£4,949.06
250	Playing Field	£16,886.00	£0.00	£854.39	£16,031.61
260	Grants	£10,000.00	£0.00	£2,108.48	£7,891.52
270	Neighbourhood Plan	£0.00	£0.00	£0.00	£0.00
280	Other Expenditure	£500.00	£0.00	£0.00	£500.00
290	VAT	£0.00	£0.00	£0.00	£0.00
300	Contingency	£0.00	£0.00	£0.00	£0.00
310	Parish Office	£5,720.00	£0.00	£2,200.00	£3,520.00
320	Pavilion Project	£0.00	£0.00	£0.00	£0.00
Total Bishops Itchington Parish Council		£120,761.00	£0.00	£36,309.04	£84,451.96
Total Expenditure		£120,761.00	£0.00	£36,309.04	£84,451.96
Total Income		£126,800.00	£0.00	£68,712.74	-£58,087.26
Total Expenditure		£120,761.00	£0.00	£36,309.04	£84,451.96
Total Net Balance		£6,039.00		£32,403.70	

APPENDIX B:

Financial Budget Comparison

Comparison between 01/04/24 and 30/09/24 inclusive. Includes due and unpaid transactions.

Excludes transactions with an invoice date prior to 01/04/24

	Budget 2024/2025	Reserve Movements	Actual Net	Balance	
INCOME					
Bishops Itchington Parish Council					
10	Precept	£110,000.00	£0.00	£110,000.00	£0.00
20	Council Tax Support Grant	£0.00	£0.00	£0.00	£0.00
30	Burials	£2,500.00	£0.00	£1,115.00	-£1,385.00
40	Sec 136 & Other Reimbursements	£1,300.00	£0.00	£0.00	-£1,300.00
50	Playing Field	£500.00	£0.00	£366.83	-£133.17
60	Interest - Current	£12,500.00	£0.00	£896.57	-£11,603.43
61	Interest - Pavilion Fund	£0.00	£0.00	£602.28	£602.28
70	Grants	£0.00	£0.00	£0.00	£0.00
80	Misc	£0.00	£0.00	£0.00	£0.00
90	VAT Refund	£0.00	£0.00	£11,331.25	£11,331.25
100	Pavilion Fund	£0.00	£0.00	£0.00	£0.00
Total Bishops Itchington Parish Council		£126,800.00	£0.00	£124,311.93	-£2,488.07
Total Income		£126,800.00	£0.00	£124,311.93	-£2,488.07
EXPENDITURE					
Bishops Itchington Parish Council					
200	Salaries & Expenses	£39,943.00	£0.00	£17,102.53	£22,840.47
210	Councillor Allowances	£500.00	£0.00	£0.00	£500.00
220	Administration	£12,565.00	£0.00	£5,880.71	£6,684.29
230	Grounds Maintenance	£28,202.00	£0.00	£13,483.36	£14,718.64
240	Cemetery & Churchyard	£6,445.00	£0.00	£2,376.43	£4,068.57
250	Playing Field	£16,886.00	£0.00	£944.34	£15,941.66
260	Grants	£10,000.00	£0.00	£2,108.48	£7,891.52
270	Neighbourhood Plan	£0.00	£0.00	£0.00	£0.00
280	Other Expenditure	£500.00	£0.00	£0.00	£500.00
290	VAT	£0.00	£0.00	£0.00	£0.00
300	Contingency	£0.00	£0.00	£0.00	£0.00
310	Parish Office	£5,720.00	£0.00	£2,640.00	£3,080.00
320	Pavilion Project	£0.00	£0.00	£0.00	£0.00
Total Bishops Itchington Parish Council		£120,761.00	£0.00	£44,535.85	£76,225.15
Total Expenditure		£120,761.00	£0.00	£44,535.85	£76,225.15
Total Income		£126,800.00	£0.00	£124,311.93	-£2,488.07
Total Expenditure		£120,761.00	£0.00	£44,535.85	£76,225.15
Total Net Balance		£6,039.00		£79,776.08	

APPENDIX C

Bishop's Itchington Parish Council					
Accounts Payable 7 October 2024					
To Whom Payable	Ref No	Ex Vat	Vat Payable	Totals	
<i>Urgent accounts paid since last meeting requiring the formal approval of the council</i>					
E Biddle (office rent 01/10/24)	s/order	£ 440.00	£ -	£	440.00
Three Business (mobile sim 23/09/24)	d/debit	£ 4.17	£ 0.83	£	5.00
E.ON Next (pavilion electricity 18/09/24)	d/debit	£ 89.95	£ 4.50	£	94.45
OneCom Ltd (Telephone/Broadband 30/09/24)	d/debit	£ 70.87	£ 14.17		85.04
Pullins Bannocks (deposit for headstone reinstatement 09/09/24)	240916	£ 487.50	£ 97.50		585.00
Unity Bank (Manual Handling Charge 30/09/24)		£ 0.30	£ -		0.30
Unity Bank (Service Charge 30/09/24)		£ 27.60			27.60
	Sub-total	£ 1,120.39	£ 23.47	£	1,209.49
<i>Accounts for payment on 7 October 2024</i>					
Salaries	241001	£ 1,935.54	£ -	£	1,935.54
HMRC (PAYE)	241002	£ 486.52	£ -	£	486.52
WCC Pension Fund	241003	£ 533.98	£ -	£	533.98
Expenses (Mobile Sim Sept/Oct, 2 x poppy wreaths)	241004	£ 55.98	£ -	£	55.98
Claranet (Corporate Domain Registration (October))	241005	£ 5.20	£ 1.04	£	6.24
Clear Councils (Insurance Renewal for 2024/2025)	241006	£ 1,056.40		£	1,056.40
Edge (2 x SentinelOne Antivirus - 1 year licence)	241007	£ 136.20	£ 27.24	£	163.44
Edge (Microsoft 365 Annual fees: 2 x standard, 10 x Exchange Online)	241008	£ 638.40	£ 127.68	£	766.08
Edge (Hosted Services - year 1 of 3 year contract)	241009	£ 456.00	£ 91.20	£	547.20
Light Media (Website Hosting - 4/9/24 to 3/12/24)	241010	£ 90.00	£ 18.00	£	108.00
Memorial Hall (room hire for Crafty Cuppa - July, August & September)	241011	£ 90.00		£	90.00
PWC (Bus Shelter Cleaning - Invoice 220)	241012	£ 45.00		£	45.00
Thomas Fox Landscaping (Mowing/Strimming/hedgecutting)	241013	£1,690.65	£ 338.12	£	2,028.77
Viking Office UK Ltd (stationery)	241014	£ 90.74	£ 18.15	£	108.89
WALC (Councillor Training)	241015	£ 35.00	£ 7.00	£	42.00
	Sub-total	£ 7,345.61	£ 628.43	£	7,974.04
	TOTAL	£ 8,466.00	£ 651.90	£	9,183.53