



Burley Parish Council

Notice of Council Meeting

I hereby give notice that the next meeting of Burley Parish Council will be held in the
The Myrtle Hall, Burley on

Wednesday 12th October 2022 at 6.30pm

All members of the Council: Cllr Daubeney (Chairman), Cllr Clarke (Vice-chairman), Cllr Cook, Cllr Egerton, Cllr Hedge and Cllr Bramley are hereby summoned to attend for the purpose of considering and resolving upon the following business.

Members are requested to notify the clerk beforehand of any apology for expected absence by email:
clerk@burleyparishcouncil.gov.uk.

The public and press are invited to attend.

Tom Brindley, Clerk to the Parish Council

Dated this 5th day of October 2022

Public Participation The initial part of the meeting will allow time for members of the public having an interest in the affairs of the Parish of Burley to raise points of relevant concern with the council and talk briefly about them.

AGENDA OF BUSINESS TO BE TRANSACTED

1. Apologies for absence
2. Chairman's remarks
3. Declarations of interest
4. Public Participation
5. To receive reports from district and county councils
6. To receive reports from outside bodies
7. Approval of minutes of the meeting of Burley PC held on 28th September 2022
8. Matters arising not covered elsewhere
9. To receive the clerk's report
10. Remembrance Sunday (13th November)
11. Finance:
 - a. To note payments made and due and to approve discretionary payments
 - b. To receive the half year report
12. LDDN potential re-location from Deer Hall
13. 'Dixon Land' and affordable social housing project
14. Maintenance of village environment including Greening project
15. Broadband update
16. Correspondence
17. Legal matters and Licensing applications
18. Roads and Traffic update
19. Tree planting update
20. Lengthsman update
21. Planning Decisions: Report on LPA decisions and consideration of new applications§. See planning report
22. Urgent Business and matters for future meetings

§ Concerns or Comments upon any current application may be made by 10:00 on Wednesday 12th October, or at the start of this meeting under Agenda Item 4. Public Participation:

1. Online to the NFNPA at any time up to the deadline date for BPC Responses;
2. By telephone to Cllr Robert Clarke at Burley PC on tel.no. 01425 403755;
3. By email to BPC: robert.clarke@burleyparishcouncil.gov.uk and clerk@burleyparishcouncil.gov.uk.



Burley Parish Council

Planning Report

Recommendations made on 28th September 2022

NFNPA Application. No. and Address	Proposal	BPC Recommendation
22/00556 Woodside, Church Lane	<u>Two storey side and rear extensions; new outbuilding; alterations to doors and windows...</u>	R4 Recommend refusal
22/00642 Bisterne Gate, Bisterne Close	<u>Carpport; extension to existing gravel driveway</u>	R5 Accept NFNPA decision
22/00475 Long Mead, Pound Lane	<u>Garage conversion and roof alterations to facilitate hobby room/home office</u>	R5 (with comments) Accept NFNPA decision
22/00661 Ryecroft, Forest Road	<u>Detached outbuilding; single storey extension; existing outbuilding to be demolished.</u>	R1 Permission (with comments but accept NFNPA decision)
22/00641 Land off Granary Mead, Lyndhurst Road	Application for a Cert. of Lawful Dev.for existing use of Granary Mead Cottage as a residential dwelling and ancillary outbuilding	R5 Accept NFNPA decision

Decisions communicated by NFNPA since last report

NFNPA Appn. No. and Address	Proposal	NFNPA Decision (BPC Recommendation)
22/00240 Oak Cottage South, Lyndhurst Road	Creation of hardstanding	Granted (R5 Accept NFNPA decision)

Applications to be considered at the meeting

(Note: Applications notified between the publication of the agenda and the meeting may also be considered. Refer to the NFPA web site.)

NFNPA Application. No. and Address	Proposal	Deadline for BPC Response
22/00083 Orchard Farm, Honey Lane	Relocated replacement dwelling; use of surrounding land as residential curtilage; (demolition of existing dwelling) AMENDED PLANS	21/10/2022

Full details of individual planning applications can be obtained direct online from NFNPA via their website (quoting the above Application Reference Nos.): -

www.newforestnpa.gov.uk/planning_applications/view-or-comment-on-applications



BURLEY PARISH COUNCIL

FULL COUNCIL MEETING MINUTES 28th SEPTEMBER 2022 18:30

Present: Cllr P Daubeney (Chairman), Cllr R Clarke (Vice-chairman), Cllr J Cook, Cllr P Egerton

In attendance: Cty. Cllr K Mans, Dist. Councillor S Davies, Jon Vincent. Kate Hedge, Veronica Johnstone (non-councillor working party members), the clerk, Tom Brindley and three members of the public.

1 Apologies for absence: None.

2 Chairman's Remarks: The chairman proposed and members agreed to bring forward Cllr Mans' report as he had to attend another meeting.

3 Report by County Councillor Keith Mans

3.1 Cllr Mans reported on the budgetary challenges faced by Hampshire C.C. Over 50% of the government funding is passported straight to schools, 25% to social services and much of the remainder is ringfenced, giving the county very little scope for discretionary works.

3.2 Cllr Mans advised the road budget had increased and reparation work for C roads impacted by the Holmsley bridge replacement were in hand.

3.3 A small amount of money remained in Cllr Mans' locality budget.

3.4 Money for Little Deer's Day Nursery was capital spend and held in reserve.

3.5 Cllr Cook asked about the 'Twenty is Plenty' project and requested Burley be a pilot scheme.

4 District Cllr Steve Davis gave a presentation on the new waste and recycling project.

4.1 Cllr Davies explained that this was a Hampshire wide scheme. Houses that could not accommodate wheelie bins would be offered an alternative. A retrieve and collect service would be offered for householders unable to put out their own bins. The scheme would be phased in from 2024 and Burley was in phase 1.

5 Public participation:

5.1 Planning: A member of the public (the applicant for development at Long Mead Ref: 22/00475) addressed the council advising that they had modified the plans following feedback from planning officers.

5.2 Christmas Lighting: A member of the public, associated with Burley businesses asked for the council's views on festive lighting at Christmas. The chairman advised that while he saw no objection in principle, a more formal plan should be prepared. Planning permission would be required for the erection of anything on the highway or that could impact traffic.

6 A period of silence in respect of the late Queen Elizabeth II was observed.

7 Declarations of interest: None at this time.

8 Casual Vacancy

8.1 Members unanimously agreed to co-opt Ms Kate Hedge as a member of council.

8.2 Ms Hedge signed the declaration of acceptance and agreed to be bound by the code of conduct.

8.3 Cllr Hedge was reminded that she must complete a Declaration of Pecuniary Interest within 28 days.

8.4 Cllr Hedge took her seat at council.

9 The minutes of the Burley Parish Council meeting held on 13th July 2022 were approved as a true record and the chairman authorised to sign.

10 The minutes of the Planning Committee meeting held on 13th August 2022 were approved as a true record and the chairman authorised to sign.

11 Matters arising

11.1 None

12 Clerk's report The report was noted.

13 Electoral boundary changes

13.1 Members noted that the district council boundary was changing and that the ward which includes Burley Civil Parish would be known as 'Bransgore, Burley, Sopley and East Ringwood'.

13.2 Members noted that the parish council boundary is unaffected.



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14 Freedom of Burley

- 14.1 The clerk presented a report on the powers available to grant qualifying residents the honour of The Freedom of Burley.
- 14.2 Members **RESOLVED** to adopt the policy.

15 Remembrance Service at the War Memorial

- 15.1 The clerk had initiated the road closure request. Hampshire CC advised they needed details of closure signage and stewarding. The clerk was asked to liaise with the church warden.
- 15.2 Members suggested the band be located closer to the public and opposite the church choir.
- 15.3 The chairman, in conjunction with the Royal British Legion, proposed a revised order of service. Members **RESOLVED** to adopt the new Order of Service and asked the clerk to prepare proofs and approved funds for printing.

16 Burley Action Group

- 16.1 Cllr Hedge presented some of the initial ideas to council. It was noted that the Action Group was independent of the council. Funding for the action group would be from Burley Charities.

17 Grant applications

- 17.1 An application from the local Victim Support Scheme was considered. Members awarded the sum of £100.
- 17.2 Cllr Cook declared a non-pecuniary interest regarding Burley Charities
- 17.3 Members awarded the sum of £400 to Burley Charities.

18 Finance

- 18.1 Payments noted and approved – see list annexed to minutes.
- 18.2 NatWest banking.
 - a. Members noted a risk associated with the insistence of NatWest that access to a signatory's personal bank account was linked to the access to the council's account.
 - b. The clerk advised that the SLCC were in discussions with NatWest to mitigate the risk.
 - c. The clerk as RFO will add the risk to the Risk Register.
 - d. Members noted that the NatWest BankLine service required a second approval on the same day as the first approval, or the payment request was cancelled. The clerk agreed to advise Cllr Egerton of pending payments the day before the online request was made.
 - e. Cllr Daubeney confirmed he was now able to authorise BankLine payments.
 - f. Members **RESOLVED** that, until the NatWest risk was resolved, no more signatories would be added to Internet Banking.
- 18.3 External auditor opt out. Members **RESOLVED** not to opt out of the standard audit process.

19 Meeting with Forestry England surveyor

- 19.1 Cllr Clarke reported that at the meeting of the NF Consultative Panel he attended on 1st September (as the representative of BPC & NFNPA's SW Quadrant Group), the Deputy Surveyor (Mr Craig Harrison) made the public announcement that they would still not be supporting the planting of replacement trees in the designated areas of Ancient & Ornamental woodland at this stage. This was a follow-up to the Verderers' Court final decision not to allow BPC to plant 11 further oak saplings on the open forest as part of our commemoration of The Queen's Platinum Jubilee. Mr Harrison explained that, at this stage, they still believed self-sown seedlings/saplings would in time satisfactorily replace fallen mature trees through a process of 'Natural Regeneration', as defined by Natural England. This announcement also followed a meeting of the Chairman & Vice-Chairman of BPC held in Church Lane with Mr Harrison & his Senior Ecologist colleague, Ms Sargeant, on 5th July. They had then together examined some of the effects of last February's substantial storm damage – and could not identify any significant examples of 'Natural Regeneration' However, most observers maintain that this does not happen at all often around Burley (if not, in fact, more generally in the Open Forest) because of the constant predations of deer and the commoners' browsing stock.



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20 LDDN re-location and disposal of the contents of the Red Cross hut

- 20.1 Cllr Egerton had met with Hampshire County Council and the build contractor who confirmed removal of the hut was required.
- 20.2 Members **RESOLVED** to dispose of the hut, prior to the re-building of Deer Hall.
- 20.3 The chairman reported that Burley Heritage had removed all its artefacts, including the two safes and the organ, from the hut.
- 20.4 After debate, members **RESOLVED** to dispose of the archive of printed plans, observing any GDPR requirements.
- 20.5 Members noted that the clerk and councillors Egerton and Clarke would survey the hut for any remaining council property.
- 20.6 Members **RESOLVED** to dispose of any redundant council assets including, but not limited to, two filing cabinets.
- 20.7 The clerk advised that a Risk and Method statement, including plans for disposal of hazardous material, and disconnection of services, was required prior to demolition.
- 20.8 Cllr Cook volunteered to prepare a Risk and Method statement.

21 Village Environment and Greening project

- 21.1 Cllr Hedge gave a verbal report.
- 21.2 The Greening Working party had:
 - a. identified land suitable for a community orchard.
 - b. identified land suitable for allotments.
 - c. proposed that cycle racks be installed on land adjacent to The Burley Inn.
- 21.3 The clerk advised that in each case the landowner would need to grant permission and issue a licence. There would likely be legal fees to be met. Regarding cycle racks this land was part of the roadside verge of the New Forest Crown Lands, under the management of Forestry England, and known as 'Forest Waste'). It was probable planning permission would be required.
- 21.4 Cllr Hedge had visited the Brockenhurst Recycling Shed. Most of the activities would be superseded by the new NFDC waste strategy.
- 21.5 The customary BPC Autumn litter pick was planned for Sunday 9th October, commencing outside the Primary School as usual. This would now be managed by Cllr. Hedge in place of Cllr. Egerton.

22 Broadband update

- 22.1 Cllr Cook circulated an updated plan.
 - a. Some roads had been completed, Bisterne Close and Bennets Lane were due for completion by the end of October.
 - b. Other roads were subject to government funding discussions.
 - c. Lyndhurst Road had been deemed not financially viable.

23 Correspondence

- 23.1 All correspondence had been circulated and actioned.

24 Legal Matters and Licensing Application

- 24.1 Members noted several TENS for one-off events, as reported in the Clerk's Report.

25 Road and Traffic update

- 25.1 The chairman had received a request for signage to warn of deer crossing near the fire station. It was reported that Hampshire Highways was planning to repair the fence. Cllr Cook agreed to contact Hampshire Highways .
- 25.2 The clerk suggested inviting a representative of the Highways Maintenance team to attend a council meeting.

26 Lengthsman Update

- 26.1 John Vincent presented a report to council regarding the various works had been completed by the Lengthsmen including repairing paths and benches. See report annexed.
- 26.2 Cllr Clarke advised that the 2012 Jubilee tree (near the school and cricket pitch) had a lot of bracken within its protective fencing, and asked that this be cleared.



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26.3 Members asked if anything could be done to protect the path to the church, possibly laying hoggin and installing dragon's teeth.

27 Planning

27.1 Decisions communicated by NFNPA since last report

NFNPA Ref. No. and Address	Proposal	NFNPA Decision (BPC Recommendation)
22/00463 Tanglewood, Beechwood Lane	<u>One & two storey extensions; porch; extension to outbuilding; creation of covered areas; extensio...</u>	Grant (R1 Grant but accept NFNPA decision)
22/00481 Bisterne Gate, Bisterne Close	<u>Application for a Certificate of Lawful Development for proposed gates; cattle grid</u>	Permitted Development BPC not consultee
22/00402 Donkey Cottage, Mill Lane	<u>Application for a Certificate of Lawful Development for Proposed single storey extension</u>	Permitted Development BPC not consultee
22/00111 Little Pond Cottage, Bisterne Close	<u>First floor extension to outbuilding to provide additional habitable floorspace; 1no. rooflight; ...</u>	Refused (R1 Grant but accept NFNPA decision)
21/00968 Bisterne Gate, Bisterne Close	<u>Access; hardstanding; gates; cattle grid</u>	Withdrawn

27.2 Applications considered at the meeting

NFNPA Ref No. and Address	Proposal	BPC Recommendation
22/00642 Bisterne Gate, Bisterne Close	<u>Carport; extension to existing gravel driveway</u>	R5 Accept NFNPA decision
22/00556 Woodside, Church Lane	<u>Two storey side and rear extensions; new outbuilding; alterations to doors and windows...</u>	R4 Recommend refusal
22/00661 Ryecroft, Forest Road	<u>Detached outbuilding; single storey extension; existing outbuilding to be demolished.</u>	(R1 Grant but accept NFNPA decision)
22/00475 Long Mead, Shappen Hill Lane	<u>Garage conversion and roof alterations to facilitate hobby room/home office</u>	R5 (with comments) Accept NFNPA decision
22/00641 Land off Granary Mead, Lyndhurst Road	Application for a Cert. of Lawful Dev.for existing use of Granary Mead Cottage as a residential dwelling...	R5 Accept NFNPA decision

28 Urgent Business and Matters for Future Meetings

28.1 Members were asked to consider budget requirements for 2023/24.

29 **Members RESOLVED to exclude the press and public due to the nature of business to be discussed.**

30 **Members discussed the candidates who had expressed an interest in co-option.**

31 **The public were re-admitted.**

32 **Members RESOLVED to co-opt Ms Lucy Bramley to fill the vacancy for a Member of Council**

The meeting closed at 8.50 pm

Next meeting of Burley PC: Wednesday 12th October at 6.30pm in the Myrtle Hall, Burley.

Signed: _____ Date: _____



BURLEY PARISH COUNCIL

Annex 1 Payments

The following payments were approved/noted

Payee	Description	Cost Centre	Cost Code	Method	Net	Vat	Gross	Pwr	Approved Contract Delegated
Microsoft	MS365 pro	Admin	Software	DD	4.50	0.90	5.40	4	Contract
Everton nurseries	Gazebo	Village Dev	Village dev	DC	82.50	16.50	99.00	6	Delegated
Minuteman	Leaflets	Village dev	Village dev	IB	68.00	-	68.00	6	Approved
HMRC	PAYE	Salary	Salaries	IB	130.45	-	130.45	5	Contract
Microsoft	MS365 pro	Admin	Software	DD	4.50	0.90	5.40	4	Contract
T Brindley	Salary	Salary	Salaries	IB	520.00	-	520.00	5	Contract
Microsoft	Annual sub	Admin	Software	DD	66.66	13.33	79.99	4	Contract
J Bates	Lengthsman (August)	R&M	Lengthsman	BnkL	100.00	-	100.00	6	Delegated
J Bates	Lengthsman (Sept)	R&M	Lengthsman	BnkL	70.00	-	70.00	6	Delegated
Microsoft	MS365 pro	Admin	Software	DD	4.50	0.90	5.40	4	Contract
T Brindley	Salary	Salary	Salaries	BnkL	520.00	-	520.00	5	Contract
Burley WI	Hall hire	Admin	Hall hire	BnkL	20.00	-	20.00	4	Contract
Burley Charities	Grant	Grant	Grant	BnkL	400.00	-	400.00	6	Approved
Victim Support	Grant	Grant	Grant	BnkL	100.00	-	100.00	6	Approved
T Brindley	Expenses	Admin	Clerk x's	BnkL	140.30	1.70	142.00	5	Approved
T Brindley	Expenses	Admin	Clerk X's	BnkL	29.60	-	29.60	5	Contract
HMRC	PAYE	Salary	Salaries		130.00	-	130.00	5	Contract



BURLEY PARISH COUNCIL

Annex 2 Lengthsman Report

Report by John Vincent

Non-Councillor member of Lengthsman Working Party

1. Various works have been completed to include clearing footpaths, clearing around the various village Milestones and clearing around and re-varnishing the village benches. Bracken etc had also been cleared from inside many of the new tree protectors in Pound Lane.
2. A water leak outside the property, Pound Farm, in Pound Lane has been repaired by Bournemouth Water which should result in 'Muddy' Lane becoming less muddy.
3. Cllr Cook and John Vincent will investigate if anything can be done to improve the path alongside Chapel Lane between the car park and Church Lane. Maybe improve the hoggin base and install dragon's teeth to keep parked cars off the path.
4. HCC Highways had agreed to repair the damaged fencing / hand rails alongside Sandy Shoot footpath. The work is due to start this October.
5. The foot bridge repairs have been completed by HCC Countryside Service to Right of Way footpaths 1) and 3). Footpath 1) runs from Mill Lane to Burley Lawn. Footpath 3) runs from Ringwood Rd to Castle Hill.

Clerk's Report for Burley Parish Council Meeting

Wednesday 12th October 2022

Remembrance Sunday road closure (Agenda Item 15)

So far I have been unable to find out who is supplying and installing road closure signs. We also need as list of stewards and reserves (three required).

The requirement is for a traffic management plan is:

Your traffic management proposals (i.e. a plan showing the details and locations of highway signing to be provided). We will forward this to the highway authority Hampshire County Council, for any comment

Road closure application are now dealt with at county level (NFDC having disbanded its Transportation Team on 31st March 2020).

Timing, has been scheduled for closure at 10:45 until 11.30.

Finance (Agenda Item 11)

Account Reconciliation

Balance of accounts 30th September 2022 (Checked by Cllr Egerton) See Annexe 1.

War memorial 30/09/2022	1,366.03
Deposit 30/09/2022	16,353.92
Current 30/09/2022	15,079.26
Total 30/09/2022	32,799.21

Payments list (Agenda Item 11a)

New payments since last meeting, including those pre-approved, paid under contract or to be authorised at the meeting:

Payee	Description	Cost Centre	Cost Code	Method	Net	Vat	Gross	Pwr	Approved Contract Delegated
Zurich	Insurance	Admin	Insurance	BnkL	1196.44	-	1,196.44		Contract
Burley WI	Hall hire	Admin	Hall hire	BnkL	24.00	-	24.00	4	Contract
T Brindley	Expenses	Admin	Clerk x's	BnkL	48.08	0.42	48.50	5	
Kimcell	Anti-virus {2020}	Admin	Software	BnkL	49.00	9.80	58.80	4	Contract
Kimcell	Anti-virus (2021)	Admin	Software	BnkL	49.00	9.80	58.80	4	Contract
Kimcell	Annual Hosting (2 qtr)	Admin	Website	BnkL	60.00	12.00	72.00	4	Contract
Kimcell	Email	Admin	Software		50.00	10.00	60.00	4	Contract
Kimcell	Anti-virus (2022)	Admin	Software	BnkL	49.00	9.80	58.80	4	Contract
Microsoft	MS365	Admin	Software	BnkL	4.50	0.90	5.40	4	Contract
HMRC	PAYE	Salary	Salaries	BnkL	130.00	-	130.00	5	Contract
T Brindley	Salary	Salary	Salaries	BnkL	520.00	-	520.00	5	Contract
					2,180.02	52.72	2,232.74		

Note: Payments include two invoices from 2020 and 2021 (before I was appointed) that appear to have been overlooked. Kimcell (AKA datacenta/e-mango) say they were emailed but I can find no record of them. They are for anti-virus scanning, which I believe is unnecessary as long as we have McAfee installed. This service also blocks encrypted zip files (such as sent by NFDC) which is a pain. I propose we pay these and cancel the anti-virus service.

Method: DC (Debit card) IB (Internet banking) DD (Direct Debit) Bnkl (Bankline)

Powers: 1 Grass cutting: Open Spaces Act 1906 s.10, 2 Play area/Glebe land: LG (Misc Provisions) Act 1976 s.19, 3 HALC membership: LGA 1972 s.143, 4 Audit, Insurance, Training: LGA 1972 s.111, 5 Salary/expenses: LGA 1972 s.112(2), 6 Other, Localism Act 2011, 7 S137: LGA 1972 s137 7 War Memorials (Local Authorities' Powers) Act 1923, s.1; as extended by Local Government Act 1948, s.133.

At the time of writing no receipts (precept tranche 2 not yet received)

First half monitoring report (Agenda Item 11b) See next page

Licensing (Agenda Item 17)

None

Web Hosting

I am asking council to decide if it wishes to switch hosting to a dedicated PC site.

Comparison with current provider:

Element	e-mango	Parish Council websites
Dedicated PC site	NO	YES
Minutes and agenda wizard	NO	YES
Planning wizard	NO	YES
Ease of use	Hard – this is a content management system not a council website	Easy – standard WordPress site.
Underlying engine	Proprietary	WordPress
Set up fee (one off)	£0	£569
Email migration fee (one off)	£0	£50
Web hosting	£240	£228
Email	£50	£0
Anti-virus	£49	£0
.gov domain	£0	£44
Annual total	£349	£272

2023/24 budget

My thoughts for the budget are:

- 10% uplift in most costs
- Set a more realistic budget for lengthsman of £1200
- Allow £1500 contingency for election expenses
- Maintain a budget under £25,000
- Increase grants budget to allow for ad hoc awards

During the year:

Seek tenders on insurance

Tom Brindley

6th October 2022

Annexe 1 Reconciliation

Annexe 2 Q2 monitoring report

BPC Half Year Report and Year End Forecast 2022-23

Agreed Budget 2022/23		Q2		Full Year		Notes
COST CODE	BASE	YTD	YTD Balance	YE F/C	YE Balance	
Net Salaries & Allowances	7094	4,804	2,290	7,990	-896	net off against pension
Pension Contributions	357	0	357	0	357	
Clerk's Expenses	312	589	-277	859	-547	
Administration	1600	162	1,438	312	1,288	Based on historic spend
Chairman's Allowance	0	0	0	0	0	
Repairs & Maintenance	3300	1,140	2,160	2,500	800	Inc War Memorial, Lengthsman, Defib
Insurance Premium (nett)	1129	0	1,129	1,196	-67	Inflationary increase
Grants & Donations*	1000	739	261	1,239	-239	See grants received
Training - Staff & Cllr	540	0	540	120	420	
Hall Hire	320	190	130	330	-10	Winter increase
Audit Fees	200	190	10	190	10	
Subscriptions**	1378	939	439	1,405	-27	
Village development	1200	477	723	750	450	Inc Jubilee & Greening, net against grants
Contingencies	3000	3,324	-324	3,324	-324	Spent on tree planting
Burley Heritage	0		0		0	
Election expenses	0		0		0	
TOTAL ex VAT	21430	12554	8876	20215	1215	Favourable outturn
Precept	14814	14814	0	14814	0	
Grants & Donations	0	2122	2122	2122	2122	1100 Lengthsman, 600 NFDC, 400 HCC
Interest	0	10	10	20	20	
Total	14814	16946		16956		
Diff, Receipts - Payments	-6616.2	4392		-3259		Favourable outturn
To Reserves	0	-1100		1100	-1100	£1100 to Lengthsman
from Reserves	6616.2	-3360		6501		

* Grants and donations

	budget	Actual	Forecast	**subscriptions		YTD	Forecast	YE Balance
				HALC HR	169.6	0	0	-169.6
RBL/Wreath	25	0	25	HALC/NA	470.64	466	466	-4.64
NF Disability	50	0	50	GIS	110.24	0	104	-6.24
R&B band	75	0	75	SLCC	133.56	0	135	1.44
Victim Support	100	100	100	Data pro	37.1	0	37	-0.1
CAB	150	0	150	NF Assoc	19.08	0	19	-0.08
First responders	100	0	100	Norton	95.4	0	0	-95.4
PSCO Xmas lunch	100	0	100	web host	254.4	110	254	-0.4
Burley Charities	400	400	400	Microsof	84.8	93.66	120.66	35.86
Shaffen stores	0	167	167	Zoom		0		0
Away with the fairies	0	72	72	Scribe	0	228	228	228
				Macafee		41	41	41
TOTAL	1000	739	1239	TOTAL	1378	938.66	1404.66	29.84

Key figures

YE forecast spend £1215 less than budget
 Use of reserves less than plan
 Forecast lengthsman spend greater than budget

Burley Parish Council

Prepared by: *A. Bridley*
Name and Role (Clerk/RFO etc)

05/10/2022

Date: _____

Approved by: *P. Stanger*
Councillor Peter Egerton

Date: 07/10/2022

	Bank Reconciliation at 30/09/2022		
	Cash in Hand 01/04/2022		27,709.46
	ADD		
	Receipts 01/04/2022 - 30/09/2022		17,720.94
			45,430.40
	SUBTRACT		
	Payments 01/04/2022 - 30/09/2022		12,631.19
A	Cash in Hand 30/09/2022 (per Cash Book)		32,799.21
	Cash in hand per Bank Statements		
	Petty Cash 30/09/2022	0.00	
	War memorial 30/09/2022	1,366.03	
	Deposit 30/09/2022	16,353.92	
	Current 30/09/2022	15,079.26	
			32,799.21
	Less unrepresented payments		
			32,799.21
	Plus unrepresented receipts		
B	Adjusted Bank Balance		32,799.21
	A = B Checks out OK		