

Clerk's Report for Burley Parish Council Meeting

Wednesday 12th April 2023

Election

There were six nominations for the six seats and so all candidates are elected and, subject to the declaration of acceptance which I will prepare for this meeting, will take their seats on Tuesday 9th May. The retiring councillor will stand down on 9th May. The chairman remains in post until the annual meeting on the 10th May.

Website

The new website is due to go live at the end of April.– see <https://burley.pcwpreview.co.uk/>

Memorial Bench

Alexandra Ferentinos has agreed to adopt an existing bench (the one near the doctor's surgery) and fund a plaque. We need a price to refurbish and the words for the plaque.

Finance

Payments List (Agenda Item 10a)

New payments occurring since the last report:

I have switched the SIM in the Myrtle Hall modem to Lebara as the GiffGaff SIM was not functioning (I had lent the council a Sim for the test period and used the Giff Gaff in my tablet.) GiffGaff contract now cancelled.

| Payee | Description | Cost Centre | Cost Code | Type | Net | Vat | Gross | Pwr | Approved Contract Delegated | Status |
|----------------|------------------|-------------|------------|------|---------------|-------------|---------------|-----|-----------------------------|--------|
| Burley WI | Hall hire | Admin | Hall hire | BnkL | 24.00 | 0.00 | 24.00 | 4 | Contract | |
| Microsoft | MS365 | Admin | Software | DC | 4.50 | 0.90 | 5.40 | 4 | Contract | |
| T Brindley | Salary | Salary | Salaries | BnkL | 568.00 | 0.00 | 568.60 | 5 | Contract | |
| T Brindley | Expenses | Admin | Clerk x's | BnkL | 48.08 | 0.42 | 48.50 | 5 | Contract | |
| GiffGaff | Wi-Fi | Admin | Software | DC | 8.33 | 1.67 | 10.00 | 5 | Contract | Paid |
| Lebara | Wi-Fi | Admin | Software | DC | 6.67 | 3.33 | 10 | | Contract | Paid |
| Lebara | Wi-Fi | Admin | Software | DC | 2.50 | 0.50 | 3.00 | | Contract | Paid |
| James Bates | Lengthsman | Repairs | Lengthsman | BnkL | 86.24 | 1.25 | 87.49 | | Contract | Paid |
| Shappen Stores | Clock battery | Repairs | Repairs | BnkL | 8.25 | 1.65 | 9.90 | | Delegated | Paid |
| Zurich | Coronation Grant | Grant | Grant | DC | 96.00 | 0.00 | 96.00 | | Delegated | Paid |
| Total | | | | | 852.57 | 9.72 | 862.89 | | | |

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 Information: LGA 1972 s1142 8 War Memorials Local Government Act 1948, s.133.

Account Reconciliation (Agenda Item 10b)

Balance of accounts 31st March 2023 (Checked by Cllr Egerton).

| | |
|-------------------------|------------------|
| War memorial 31/03/2023 | 1,371.24 |
| Deposit 31/03/2023 | 21,430.56 |
| Current 31/03/2023 | 1,296.26 |
| Total 31/03/2023 | 24,098.06 |
| Uncleared payments | 00.00 |
| Uncleared receipts | 00.00 |
| Adjusted | 24,098.06 |

End of year accounts (Agenda Item 10c)

The unaudited accounts show:

Burley Parish Council STATEMENT OF ACCOUNTS

| | RECEIPTS | PAYMENTS |
|--------------------------|------------------|------------------|
| Balance at Bank | 27,669.46 | |
| WFH Allowance | | 364.00 |
| Precept | 14,814.00 | |
| Clerk's Expenses | 148.20 | 665.60 |
| Admin general | 219.98 | 1,105.71 |
| Repairs and Maintenance | | 8.25 |
| Lengthsman | 1,100.00 | 1,156.00 |
| Salaries | | 9,285.24 |
| Insurance | | 1,196.44 |
| Grants & Donations | 400.00 | 1,938.58 |
| Subscriptions | | 465.77 |
| Hall Hire | | 326.00 |
| Village Developments | | 150.50 |
| Training | | 162.88 |
| Audit | | 190.00 |
| CLLr Expenses | | 252.43 |
| Defibrillator | | 159.80 |
| Grants received | 1,671.90 | |
| Interest | 92.31 | |
| Tree Project | | 2,978.23 |
| Jubilee | | 158.37 |
| Greening | | 168.50 |
| Software | | 405.89 |
| War Memorial | 600.00 | 695.00 |
| Website | | 180.00 |
| email | | 198.00 |
| Office X's | | 137.15 |
| VAT | 786.58 | 1,056.03 |
| | 19,832.97 | 23,404.37 |
| Closing Balances: | | |
| Balances in Bank Account | | 24,098.06 |
| TOTAL | 47,502.43 | 47,502.43 |

Coronation (Agenda item 14)

Grant to Burley Coronation Committee

After discussion with the chairman I have awarded a grant of £96 to the Burley Coronation Committee to enable an event to take place. The grant is in full payment for Public Liability Insurance from Zurich and keeps the event separate from the council's PL insurance.

Tom Brindley
7th April 2023