

## Minutes

### of the Parish Council meeting held on

Wednesday 06 September 2023, at 7.00pm, in the Parish Room.

**Present:** Councillors Chris Button, Ian Duffy, Martin Hoffman, Graham Lee (Chair), Norton Mahy (Vice chair) and David Sims.

*Also in attendance: The Acting Clerk Jane Porter (joined on Zoom due to illness), Parishioner Al Jacoutot (IT support), District Councillor Tom Tyson; County Councillor Steve Jarvis had given his apologies. Four members of the public were present and one joined on Zoom.*

*Following a request from a parishioner the meeting was recorded.*

*See the website for appendices issued with the agenda and referred to in the minutes.*  
[www.ashwell.gov.uk](http://www.ashwell.gov.uk)

*The Chair reported that he had received a request from Cllr Martin Hoffman to make a statement to the meeting. Cllr Hoffman reported that he had received concerns from others that meetings were 'not working' as they used to and this related to the actions of one parishioner.*

**53 Apologies for absence** *To receive and accept apologies for absence.*

Cllr Vinny Hall (away on holiday).

**54 Interests** a) To receive declarations of interest from councillors on items on the agenda, b) To receive written requests for dispensations for declarable interests, and c) To grant any requests for dispensation as appropriate. Where any declaration of interest involves the chair, the meeting to agree an alternative individual to take the chair for that item(s). None received.

**54.1** *To note the document 'Advice to Town and Parish Councils on handling requests for dispensations at a meeting' from HAPTC and based on NALC guidance. See appendix A.1 Proposal that a form based on the model included in this be used when necessary. See appendix A.2.*

It was **resolved** that the proposal be accepted.

**Action: Clerk**

**55 Minutes**

**55.1** *To confirm the minutes of Ashwell Parish Council meeting on 05 July 2023 as an accurate record of proceedings. Draft minutes in appendix B.*

**Resolved** as approved and to be signed.

**Action: Clerk/Chair**

- 55.2 To confirm the minutes of the Planning Committee meeting on 19 June 2023 as an accurate record of proceedings. Draft minutes in appendix C.

**Resolved** as approved and to be signed.

**Action: Clerk/Chair**

- 55.3 To confirm the minutes of the Planning Committee meeting on 26 July 2023 as an accurate record of proceedings. Draft minutes in appendix D.

**Resolved** as approved and to be signed.

**Action: Clerk/Chair**

- 55.4 To confirm the minutes of the Extraordinary meeting held on 26 July 2023 as an accurate record of proceedings. Draft minutes in appendix E.

**Resolved** as approved and to be signed.

**Action: Clerk/Chair**

## 56 Public Issues and Public Participation

- 56.1 To note the document from HAPTC 'Protocols for Public Participation in Council Meetings' and to decide whether this should remain as 'noted for guidance' or a draft proposed and formally adopted. See appendix F.

A proposal was made that the document be adopted, the time limit for a presentation by any one member of the public be set at 3 minutes but this could be extended at the discretion of the Chair, the Standing Orders to be reviewed and amended to ensure consistency, and drafts be proposed to the October Council meeting for adoption.

It was **resolved** that the proposal be accepted.

**Action: Clerk**

- 56.2 Members of the public and councillors to raise any matters and ask questions.

Standing Orders were suspended for members of the public to speak.

- 56.2.1 Fibre broadband supply to the village. Parishioner Al Jacoutot reported that another potential supplier, in addition to Voneus, had leafletted households. His offer to contact them, request information, and report back to the Parish Council was agreed.

- 56.2.2 New pedestrian entrance to the Recreation ground. Cllr David Sims reported that concerns had been raised that the condition of the ground surface should be looked at before the Remembrance Day service in November. This was agreed.

**Action: Clerk**

- 56.2.3 A parishioner present, (i) expressed his view that Cllr Hoffman's comments made at the beginning of the meeting were 'not appropriate', (ii) commented on the two recent resignations, (iii) stated that he was willing to put himself forward for co-option to the Parish Council; the Chair requested that he put this in writing so that it could be considered.

- 56.2.4 Police consultation on local policing priorities. Cllr Chris Button suggested that the communication received via the police OWL system be publicised via the website. This was agreed.

**Action: Clerk**

Standing Orders were reinstated.

## 57 Planning matters: to include new and existing applications

Enter the NHC reference number into the planning search box for full application details:

<https://pa2.north-herts.gov.uk/online-applications/>

See summary in appendix below.

**57.1 To agree responses to new consultations received from North Herts Council.**

- 57.1.1** Blackberry Barn, Loves Lane. NHC ref. 23/01788/FPH. Full Permission Householder : Single storey side/rear extension to connect cottage and annexe buildings and insertion of rooflights to annexe roof slope.

It was noted that a comment from the neighbour had been posted on the NHC website that was supportive of the proposals. A proposal was made that a response of 'no objection' be sent to the NHC Planning Officer.

It was **resolved** that the proposal be accepted.

**Action: Clerk**

**57.2 Tree consultations (Conservation Area and TPO) received from NHC. To agree responses.**

- 57.2.1** The Springs. NHC ref. 23.01896.TCA. Acer pseudoplatanus, x3 Fraxinus excelsior, Sambucus nigra - Cut back overhang to footpath.

It was noted that this submission to NHC had been made by the Parish Council. There had been no comments or objections made.

**Action: Clerk**

35 Silver Street. 23/01918/TCA. T1 Conifer - Height reduction 2.5m, side reduction 1m, crown lift 3m. A proposal was made that a response of 'no objection' be sent to the NHC Planning Officer.

It was **resolved** that the proposal be accepted.

**Action: Clerk**

**57.3 Land between Ashwell House and Hunts Ridge. NHC ref. 22.03094/FP To receive an update from Cllrs Norton Mahy and Chris Button on progress with the s106 claim (minute 36.4 05 July 2023 Council meeting) and agree any actions. See discussion paper in appendix L.**

See also 59.1 below.

Cllr Norton Mahy reported that the claim was for funds to be allocated to the pavilion upgrade project. There had been insufficient information available to include the playground upgrade project. It was noted that the claim was in accordance with the NHC system, despite the Parish Council objecting to the application; the claim would only be progressed if NHC granted planning permission. It was also noted that the claim was separate from the developer's gift of open space to the parish that was part of the planning application. A proposal was made that this be sent to the Planning Officer.

It was **resolved** that the proposal be accepted.

**Action: Norton/Chris/Clerk**

**57.4 Dixies Meadow NHC ref.23/00666/FP. To receive an update on the representation at the NHC Planning Control meeting understood to be scheduled for 14 September 2023 (minute 36.3 05 July 2023 Council meeting) and agree any actions.**

The Chair reported that the NHC Planning Control Committee was to consider this item on 14 September 2023. The Parish Council had requested a slot to speak in objection to the application and discussion was ongoing with a parishioner who might represent the Parish Council. NHC had been notified of a section 106 claim.

57.5 Bygrave solar farm. To note that the detailed comments in support of the objection to the amended application had been sent to the NHC Planning Officer. See item 61.2.1 below.

57.6 To note the communication from NALC on the consultation by the Department for Levelling Up, Housing & Communities (DLUHC) relating to neighbourhood plans and to agree any response. See appendix M.

The Chair reported that the NALC deadline was 27 September. A proposal was made that a response be sent to NALC in support of their recommendations; these included that a review of Neighbourhood Plans be required every ten years rather than five.

It was **resolved** that the proposal be accepted.

**Action: Norton/Graham/Clerk**

## 58 Reports from Working Groups

58.1 Trees and Hedges group. To receive an update from Cllr David Sims on the hedge at the Recreation Ground (minute 37.2 05 July 2023 Council meeting).

It was noted that a watering system was in place for the new planting and agreed that this should continue during the current hot weather.

58.2 Affordable Housing group. To receive an update from Cllr Chris Button (minute 34.3 05 July 2023 Council meeting) and agree any actions.

Cllr Chris Button reported that he would pickup on this now that the holiday period was over.

## 59 Reports from Committees

59.1 Proposed Section 106 committee. To review previous proposals for the setting up of this committee (minute 35.2.2 05 July 2023 Council meeting) and agree any actions.

A proposal was made that this be a working group rather than a committee and that in addition to Cllrs Chris Button and Norton Mahy who had previously been put forward as members, Cllr Graham Lee would also join the group.

It was **resolved** that the proposal be accepted.

**Action: Chris/Norton/Graham/Clerk**

59.2 HR Committee. To note the Terms of Reference (item 3, Extraordinary Meeting 26 July 2023) and agree any amendments. See appendix N. To receive and agree a proposal for the position of Chair. To note the agenda for the scheduled meeting including the formal complaint made against the Clerk and how this to be handled (agenda to be issued w/c 04 September 2023). To note the draft advert and actions taken re the vacancies for the Clerk and Deputy Clerk positions.

A proposal was made that (i) Cllr Graham Lee be appointed as Committee Chair, (ii) should a committee member, including the chair, need to withdraw due to the declaration of an interest that Cllr David Sims be co-opted as a substitute.

It was **resolved** that the proposal be accepted.

**Action: Chris/Norton/Graham/David**

## 60 Reports from parish councillors on premises and other responsibilities

60.1 The Springs. To receive an update from Cllr Martin Hoffman on (i) the Ashwell Springs Festival held on Sunday 23 July (carried over from August meeting), (ii) proposed tree works -see item 63.1.1.2/Finance re quotes, (iii) minor repairs pending to fencing and steps, (iv) any actions following recent site assessment review.

Cllr Martin Hoffman reported positively on the Springs Festival. A supplier for the minor repairs was still being sought. Actions required following the site assessment review were in hand. See 63.1.1.2 below re tree work quotes.

- 60.2 *St Mary's Churchyard Grounds Maintenance. To note any update from St Mary's re the requested works to the two Holm Oaks adjacent to the property in Swan Street.*

It was reported that no communication had been received from St Mary's and it was understood that this was pending input from the Diocese.

- 60.3 *War Memorial. To note an update on the professional valuation had been being sought. See item 63.1.1.4/Finance>Insurance.*

- 60.4 *Cemetery. To note the Clerk's report on matters as the Burial Authority. To note an update on the professional valuation for the Chapel had been sought. See item 63.1.1.4/Finance>Insurance.*

- 60.5 *Recreation Ground including the playground, pavilion and public toilets. To receive an update from Cllr Graham Lee and agree any actions needed.*

It was noted that reports had been received of unauthorised private use of the pavilion and that this would not have been covered by insurance. It was agreed that the Chair write to the sports club concerned reminding them that it was not for them to grant any permission for private use of the premises.

**Action: Graham**

- 60.6 *Rights of Way. See also item 63.1.1.3/Finance>footpath leaflet reprint.*

- 60.6.1 *To receive an update from the Chair re drainage issues at Partridge Hill (BOAT 015) following exchanges with the HCC rights of way officer and a meeting with a local farmer.*

The Chair reported on his site meeting with the farmer who had provided useful information; this had been conveyed to the HCC rights of way officer. It was understood that HCC rights of way were scheduled to carry out works on the lower section in October/early November.

- 60.6.2 *Bridleway Order affecting Caldecote & Newnham (09) and Ashwell (33). To note the final Notice had been displayed and returned as required.*

- 60.7 *Street furniture. To note the agreement with NHC to review the location and number of litter bins on the streets that they are responsible for emptying and to agree further action.*

Cllr Norton Mahy volunteered to review the situation and make recommendations.

**Action: Norton**

- 60.8 *Trade waste bins. To note the correspondence with NHC re the Parish Council's bins located at the Recreation Ground, The Springs, the Cemetery and the Back Steet office.*

- 60.9 *To receive any other premises/responsibilities reports. None were received.*

- 61 **Reports to the Council** *To receive reports from representatives from outside bodies, local authorities and agencies.*

- 61.1 *To receive a report from County Councillor Steve Jarvis.*

It was noted that Cllr Jarvis had given his apologies due to a commitment at another meeting and had emailed updates on the following:

- 61.1.1 Parishioners' request for yellow lines in Hodwell now that the new kerbing had reduced the road width. A site survey was to be undertaken.
- 61.1.2 Options in response to the lorry incident in Gardiners Lane including 'unsuitable for heavy goods vehicles' signage and no action. Given the concerns re unsightliness and effectiveness of signage, and the rarity of events, it was agreed that no action should be requested unless further incidents occurred.
- 61.1.3 Local residents' concerns re a tree in Station Road on the boundary with The Maltings and shading of the street light and blockage of drains. It was noted that HCC documents supported the view that the tree was on private land.
- 61.2 *To receive a report from District Councillor Tom Tyson.*
  - 61.2.1 Bygrave solar farm. The planning application was to be considered by the NHC Planning Control Committee on 14 September 2023. *See also 57.5 above.*
  - 61.2.2 Baldock Area Forum Monday 11 September. The theme for this was 'cost of living'. Grant applications from local groups were to be considered. Urban & Civic were to give a presentation (*see also 62.1 below*); they were to ensure that Ashwell residents were included in their consultations.
  - 61.2.3 Police Safer Neighbourhood. Meetings to set local policing priorities were held regularly and he would attend the next scheduled. *See also 56.2.4 above.*

## 62 Village Matters

- 62.1 *North of Baldock extension and communications with Urban & Civic. To receive an update from the Chair and agree any further action. See also 61.2.2 above.*

It was noted that the Parish Council was now included in consultations.

- 62.2 *Survey received in relation to Hertfordshire County Council's draft Rural Estate Strategic Plan (minute 41.3 05 July 2023 Council meeting). To note the response made and agree any further action.*

The Chair reported that the response had confirmed that the land owned by HCC in Ashwell was all in agricultural use. County Councillor Steve Jarvis had supplied a contact for a more direct communication and it was agreed that this be followed up. **Action: Graham**

- 62.3 *To note the correspondence from a parishioner re Climate Change and agree any actions.*

It was agreed that the Chair and Cllr Ian Duffy meet with the parishioner to discuss this further and report back. The recent 'Solar Together' initiative by NHC and HCC was noted.

## 63 Finance and Governance

- 63.1 *Budget tracking and the monthly summary of accounts. To note the information up to 31 August 2023 circulated to parish councillors after the end of the month. Proposal that the summary of receipts and payments be issued with the draft minutes (see appendix below) and the two nominated parish councillors sign off the accounts in accordance with internal control procedures.*

It was **resolved** that the proposal be accepted.

**Action: Clerk/Graham/Martin**



63.1.1 *Proposals to approve payment/accept quotes for the following items not specifically detailed, or above the sum allocated, in the set budget.*

63.1.1.1 *Office electricity. £450 as per the request received from Ashwell Housing Association for electricity use associated with the Parish Council office between November 2022 and May 2023. (minute 42.2 05 July 2023 Council meeting). Proposal to accept (budget category: Administration/Office running costs).*

It was **resolved** that the proposal be accepted. **Action: Clerk**

It was also agreed that the lease with the Ashwell Housing Association be reviewed.

**Action: Clerk/Graham**

63.1.1.2 *Springs tree works. To note the four quotes in hand and to receive a recommendation from Cllr Martin Hoffman. Proposal to accept (budget category: Springs/Tree surveys and works).*

It was **resolved** that the proposal be accepted and works be given the go-ahead once the TCA (Trees in a Conservation Area) clearance had been received from NHC.

**Action: Clerk**

63.1.1.3 *Footpath leaflet reprint. To note the quote in hand. Proposal to accept (budget category: Section 137 Community Support).*

It was **resolved** that the proposal be accepted.

**Action: Clerk**

63.1.1.4 *Annual Insurance review from by 1st October 2023 for 'Ashwell Parish Council and the Ashwell Village Trust'. To note the communications with the broker and return of their questionnaire; this had including requests for amendments to certain items on the schedule. To note the proposal and recommended quote from the broker including the option for a three -year agreement. Proposal to agree a response. (budget category: Administration/Insurance).*

A proposal was made that the quote be accepted and this to include the three -year agreement.

It was **resolved** that the proposal be accepted.

**Action: Clerk**

63.2 *Audit 2022-23. To note the period for the Exercise of Public Rights (03 July to 11 August) had been publicised as required.*

63.3 *To note the confirmation from NHC Electoral Services that as no by-election had been claimed the Parish Council could proceed to co-opt if it so wished. To agree any action.*

The parishioner's request to be co-opted was noted and it was agreed that any request received should be considered. See 56.2.3 above.

63.4 *Council documents: Ongoing review of Policies and Procedures following the election of the new Parish Council in May 2023.*

63.4.1 *To note the following already agreed for adoption/re-adoption based on models and guidance notes from HAPTC (Hertfordshire Association of Town & Parish Councils), NALC (National Association of Local Councils), SLCC (Society of Local Council Clerks):-*

*Financial Regulations (NALC model); Standing Orders (NALC model); Freedom of Information (FOI) & Data Protection/ Information & Data Protection Policy, FOI Guide to information available, Retention & Disposal Policy, Data Breach Policy (all SLCC models); Health & Safety Policy (NALC model); Equality & Diversity Policy (NALC model); Volunteer Policy (HAPTC model).*

63.4.2 *Proposal to include a clause in all relevant policies and procedures the option to refer to external parties for advice and/or determination where this is appropriate. The default being HAPTC and/or the body that created the model document; in the case of the Code of Conduct this to be the Monitoring Officer at NHC. See 63.4.7 below.*

It was **resolved** that the proposal be accepted.

**Action: Clerk**

63.4.3 *Proposal to include a scheduled review date in all relevant policies and procedures and agree what this should be (either annual, biennial or following the election of a new parish council, ie usually every four years). Also to include the wording 'or when agreed to be necessary, or prompted by external bodies'.*

A proposal was made that the review date be 'following the election of a new council or when agreed to be necessary, or prompted by external bodies'.

It was **resolved** that the proposal be accepted.

**Action: Clerk**

63.4.4 *Proposal to adopt a Disciplinary Policy based on the NALC template. See appendix H.*

It was **resolved** that the proposal be accepted.

**Action: Clerk**

63.4.5 *Proposal to adopt a Grievance Policy based on the NALC template. See appendix I.*

It was **resolved** that the proposal be accepted.

**Action: Clerk**

63.4.6 *Complaints Policy. To note the ongoing discussions (June Council 24 and July Council 35.1) to replace the current policy based on the NALC model with one based on a variation of the SLCC model, the proposed variations to the model (see SLCC model document appendix J.1 and the revised version 'Working draft: 27 June 2023' see appendix J.2 ), the suggested amends received from the parishioner dated 02 July 2023 (see appendix J.3) and the further suggested amendments and draft of a suggested policy from the parishioner received 31 July 2023. See appendices J.4 and J.5. Proposal to agree a policy and formally adopt it*

A proposal was made that further consideration and review of options was needed and that a final decision be deferred to the October council meeting.

It was **resolved** that the proposal be accepted.

**Action: Clerk**

63.4.7 *Proposal to adopt a new Code of Conduct as requested by NHC that is consistent with the document provided by them and based on the Local Government Association model.*

*To note the document 'Guidance on Local Government Association Councillor Code of Conduct for Local Councils/Written by the LGA - Adapted for local town and parish councils as part of the Civility and Respect project in October 2022'. See appendices K1 and K2.*

A proposal was made that a Code based on that used by NHC should be adopted and that a document consistent with this be proposed for adoption to the October council meeting.

It was **resolved** that the proposal be accepted.

**Action: Clerk**

**Meeting closed: 21.00**



## Appendix: Planning Summary -see item 57.1

| Summary of consultations on recent planning and listed building applications received from NHC up to 12 September 2023  |                         |   |  |  |
|---|-------------------------|---|--|--|
| To view all the documents relating to an application put the NHC reference number into the planning search box<br><a href="https://pa2.north-herts.gov.uk/online-applications/">https://pa2.north-herts.gov.uk/online-applications/</a> |                         |   |  |  |
| Address   | Application ref. Number | Brief description   | Ashwell PC response to NHC consultation (see also minute reference)  | North Herts Decision                         |
| Blackberry Barn, Loves Lane   | 23/01788/FPH            | Single storey side/rear extension to connect cottage and annexe buildings and insertion of rooflights to annexe roofslope.  | September Council meeting 57.1.1<br>No objection   | Granted 12/09/2023                           |
| 92 Ashwell Street   | 23/01557/FPH            | Single storey rear extension, replace existing windows and doors and insertion of rooflights to existing rear roofslope. Erection of rear side elevation boundary fence following demolition of existing rear detached outbuilding.   | No objection   | Granted 29/08/2023                           |
| Land west of Ashwell Road, Bygrave (solar farm)   | 22/00741/FP             | Amendments to application previously considered<br><i>see below</i>   | Planning committee meeting 26 July 2023.<br>Objection.   | Pending NHC Planning committee<br>14/09/2023 |
| 128 Ashwell Street  | 23/01159/FP             | Erection of a two storey five-bed dwelling with a single storey 1-bed attached annexe to front elevation and detached garage following demolition of existing bungalow.   | No objection, subject to defined planning conditions: obscured glass on all east and west elevation windows which overlook neighbouring properties, garage not to be converted to double storey or habitable accommodation, construction working hours 9am-5pm Monday-Friday, retain existing side hedge, mixed native hedging to be established on front boundary to height of 8-10 ft, construction traffic to access village via Claybush Road or Slip End Road.<br>July 19 Planning Committee. | Granted 30/08/2023                           |
| Dixies Meadow High Street   | 23/00666/FP             | Erection of 12 dwellings with associated hard and soft landscaping, creation of vehicular access, public open space and children's play area.   | Objection. See minutes Planning Committee 08 Apr.<br>Also April Council 87.1   | Pending NHC Planning committee<br>14/09/2023 |
| Land to the east of 5, Ashwell Street   | 23/00718/FP             | Erection of one detached 3-bedroom dwelling with associated garage/carport including landscaping and creation of vehicular access off Ashwell Street.   | No objection.<br>April Council meeting 89.1.6  | Granted 19/06/2023                           |
| Land Between Hunts Ridge And Ashwell House no 5, High Street (known as Hunts Close)   | 22/03094/FP             | Erection of 14 dwellings including creation of access from Ashwell Street, footpath link to Lucas Lane, associated infrastructure, public open space and landscaping.   | Objection.<br>See January Council meeting 69.1.1 AND<br>Planning Committee meeting (Sat 07 at 10am)  | Pending                                      |
| Land West of Ashwell Road, Bygrave SG7 5EB  | 22/00741/FP             | <u>New consultation on amendments</u><br>Full Planning Permission: Ground mounted solar photovoltaic (PV) farm including battery energy storage; continued agricultural use, ancillary infrastructure, security fencing, landscaping provision, ecological enhancements and associated works. | Objection.<br>January Council meeting 69.1.1<br><i>Previous response to NHC: Objection See June Council 2022, 18.1.4</i>   | Pending NHC Planning committee<br>14/09/2023 |

## Appendix: Monthly accounts summary - see item 63.1

Up to 31 July 2023 (included here as there was no meeting in August)

| ACCOUNTS - Summary for 1st to 31st July 2023 |   |   |            |        |           |
|--|---|---|------------|--------|-----------|
| RECEIPTS                                     |   |   |            |        | £         |
| R45  | Santander                               | Reserve Account Interest  |            |        | 58.70     |
| R46  | CPJ Field Operation                     | CW:23.14  |            |        | 935.00    |
| R47  | Nevilles Funeral Services               | Rent for Chapel of Rest (July)                                    |            |        | 68.75     |
| R48  | Neville Funeral                         | Yearbook 23 Advertising   |            |        | 260.00    |
| R49  | Savings Account                         | To the current account to top up                                  |            |        | 5,000.00  |
| R50  | Tenant re access rights                 | Rent re Carters Pond  |            |        | 1.25      |
| R51  | Mick Higgins                            | Yearbook 23 Advertising   |            |        | 85.00     |
| R52  | Parishioner                             | Memorial bench  |            |        | 110.83    |
|  |   |   |            |        | -         |
|  |   |   |            | Total  | £6,519.53 |
| PAYMENTS                                     |   |   | £ less VAT | VAT    | £ inc VAT |
| P69  | DUO                                     | Website Hosting INV-11208   | 25.00      | 5.00   | 30.00     |
| P70  | Wave Water                              | Water rates at Pavilion 16/12/22 to 16/6/23                       | 45.97      | 0.00   | 45.97     |
| P71  | Wright accounts services                | Inv 1116 Bookkeeping for June 2023                                | 368.75     | 0.00   | 368.75    |
| P72  | Edwards Cleaning & maintenance services | Inv 2524 Toilet cleaning June 2023                                | 257.50     | 0.00   | 257.50    |
| P73  | DHH Garden Services                     | Inv 3673 Grounds Maintenance                                      | 770.83     | 154.17 | 925.00    |
| P74  | Brilliant Lawns                         | Inv 11235 Recreation pitches grass cutting                        | 135.50     | 0.00   | 135.50    |
| P75  | Savings Account                         | Transfer to Current account                                       | 5,000.00   | 0.00   | 5000.00   |
| P76  | E-On                                    | pavilion electricity  | 295.84     | 14.79  | 310.63    |
| P77  | Horne Builders                          | Invoice for repairs at Pavilion for broken window                 | 120.00     | 0.00   | 120.00    |
| P78  | Deputy Clerk                            | Deputy Clerk final Salary & holiday pay                           | 1,097.58   | 0.00   | 1097.58   |
| P79  | Amazon                                  | Fertiliser for recreational ground                                | 14.16      | 2.83   | 16.99     |
| P80  | Castle Water                            | Water rates cemetery inv 9235169                                  | 48.28      | 0.00   | 48.28     |
| P81  | NHDC                                    | Recreation trade waste bin inv 208146                             | 122.85     | 0.00   | 122.85    |
| P82  | NHDC                                    | Streets Support trade waste bin inv 2083148                       | 139.10     | 0.00   | 139.10    |
| P83  | NHDC                                    | Springs trade waste bin inv 2083313                               | 139.10     | 0.00   | 139.10    |
| P84  | E-on Next                               | Electricity for Public Toilets inv 01/06 -31/06 Inv K1-18B0255C-0 | 31.05      | 1.55   | 32.60     |
| P85  | ECO                                     | Environmental Cleansing Officer salary                            | 262.82     | 0.00   | 262.82    |
| P86  | Grounds Officer                         | Grounds Officer salary  | 146.80     | 0.00   | 146.80    |
| P87  | HMRC                                    | PAYE  | 185.97     | 0.00   | 185.97    |
|  |   |   | 9,207.10   | 178.34 |           |
|  |   |   |            | Total  | £9,385.44 |
| MONEY AT BANK                                |   |   |            |        |           |
|  |   | Current Account 31/07/2023  | 3,966.54   |        |           |
|  |   | Reserve Account 31/07/2023  | 80,081.84  |        |           |
|  |   | Total cash  | £84,048.38 |        |           |

# Up to 31 August 2023

| ACCOUNTS - Summary for 1st to 31st August 2023 |   |   |                   |              |                   |
|--|---|---|-------------------|--------------|-------------------|
| RECEIPTS                                       |   |   |                   |              | £                 |
| R53  | Santander                               | Reserve account interest                        |                   |              | 64.53             |
| R54  | Nevilles Funeral Services               | Rent for Chapel of Rest (August)                |                   |              | 68.75             |
| R55  | Newlings of Royston                     | CW:23.17  |                   |              | 345.00            |
| R56  | Savings Account                         | To the current account to top up                |                   |              | 5,000.00          |
| R57  | SD Brown                                | Yearbook 23 Advertising                         |                   |              | 260.00            |
| R58  | Amber Health                            | Yearbook 23 Advertising                         |                   |              | 260.00            |
|  |   |   |                   | <b>Total</b> | <b>£5,998.28</b>  |
| PAYMENTS                                       |   |   | £ less VAT        | VAT          | £ inc VAT         |
| P88  | Brilliant Lawns                         | Inv 11387 Recreation area grass cutting         | 135.50            | 0.00         | <b>135.50</b>     |
| P89  | DHH Garden Services                     | Inv 3771 Grounds maintenance                    | 770.83            | 154.17       | <b>925.00</b>     |
| P90  | Blue Tree Company                       | Inv A-2839 hedge cutting at Spinghead           | 385.00            | 77.00        | <b>462.00</b>     |
| P91  | Edwards Cleaning & maintenance services | Inv 02530 Repairs to men toilets                | 80.00             | 0.00         | <b>80.00</b>      |
| P92  | Edwards Cleaning & maintenance services | Inv 025333 Toliet cleaning                      | 190.00            | 0.00         | <b>190.00</b>     |
| P93  | The Wright accounts Services            | Inv-01149 Bookkeeping & accounts services       | 255.00            | 0.00         | <b>255.00</b>     |
| P94  | CDA Herts                               | Inv 11 Org/23/24 Membership                     | 36.00             | 0.00         | <b>36.00</b>      |
| P95  | DUO                                     | Inv 11286 webhosting                            | 25.00             | 5.00         | <b>30.00</b>      |
| P96  | Brilliant Lawns                         | Inv 11398 Recreation area grass cutting         | 135.50            | 0.00         | <b>135.50</b>     |
| P97  | Savings Account                         | Transfer to Current account                     | 5,000.00          | 0.00         | <b>5000.00</b>    |
| P98  | BT                                      | Inv Q064AD Phone & Broadband 1/8-31/10/23       | 174.87            | 34.97        | <b>209.84</b>     |
| P99  | E-On                                    | Inv KI-18B0255C-0027 Electric Toilets 1-31/7/23 | 32.11             | 1.61         | <b>33.72</b>      |
| P100   | E-On                                    | Inv KI-E3D82FD1-0026 Electric Pavilion          | 173.76            | 8.69         | <b>182.45</b>     |
| P104   | Clerk                                   | Clerk salary                                    | 2,905.54          | 0.00         | <b>2905.54</b>    |
| P102   | Grounds Officer                         | Grounds Officer salary                          | 147.00            | 0.00         | <b>147.00</b>     |
| P101   | ECO                                     | Environmental Cleansing Officer salary          | 262.62            | 0.00         | <b>262.62</b>     |
| P103   | HMRC                                    | PAYE  | 1,420.23          | 0.00         | <b>1420.23</b>    |
|  |   |   | 12,128.96         | 281.44       |                   |
|  |   |   |                   | <b>Total</b> | <b>£12,410.40</b> |
| MONEY AT BANK                                  |   |   |                   |              |                   |
|  |   | Current Account 31/08/2023                      | 2,489.89          |              |                   |
|  |   | Reserve Account 31/08/2023                      | 75,146.37         |              |                   |
|  |   | <b>Total cash</b>                               | <b>£77,636.26</b> |              |                   |