

# PRISTON PARISH COUNCIL

Laira  
Priston  
Bath, BA2 9EB  
07734069751  
[parishclerk@priston.org.uk](mailto:parishclerk@priston.org.uk)  
[www.priston.org.uk](http://www.priston.org.uk)  
29/06/2020

Dear Councillor

You are summoned to attend an Ordinary Meeting of Priston Parish Council on Monday 6<sup>th</sup> July 2020 at 7 pm on Zoom. <https://zoom.us/j/6037631876>.

Jocelyn Nichols  
Clerk

Matters raised by parish residents.

## AGENDA

1. Apologies
2. To agree minutes of last meeting
3. Matters arising not covered elsewhere.
4. Chair's Report
5. Clerk's Report
  - i. To present financial report for financial year 1 April 2020 to 31 March 2021
  - ii. To report on correspondence – AGAR sent to PKF Littlejohn on 14 May. Code of Conduct consultation open until 17 August, forwarded 12 June. Exercise of public rights from 15 June to 24 July. ALCA meeting and suggested subscription increase. Green Thumb treatment today – do we want to add the triangle yet?
  - iii. To review Insurance - £303 paid to Came (Hiscox) last year, quote for £404 from Zurich
6. To review and sign the 2020 Councillors' Register of Interests
7. Wilmington Defibrillator
8. Website Upgrade Project
9. Equality and Diversity Policy
10. Roads and Highways
11. Planning:
12. To report on the Emergency Plan and PEG
13. To report on footpaths
14. To report on external meetings and agree attendance at future meetings
15. Any other business
16. Date of next Meeting - Monday 7<sup>th</sup> September 2020 on Zoom.

**Priston Parish Council Financial Report 2 July 2020 for 2020/2021 Financial Year**

**Period 3 May to 29 June 2020**

INCOME	£	EXPENDITURE	£
<b>Cash at Bank on 2 May</b>		<b>Income and cash carried forward</b>	<b>8,701.15</b>
Current Account	7,351.15	See p 2 for itemised expenses	
Cash	0.00		
Total Income for Period	1,350.00	Total	2,094.06
<b><u>Total current income and cash</u></b>	<b><u>8,701.15</u></b>	<b><u>Balance on 29 June</u></b>	<b><u>6,607.09</u></b>
<b><u>Forecast for remainder of financial year to March 2021</u></b>			
<b>Expected Income</b>	3350.00	<b>Expected Expenditure to 31 March 2021</b>	8021.50
as per budget to 31 March 2021			
<b>TOTAL INCOME</b>	<b>12,051.15</b>	<b>Expected Balance at 31 March 2021</b>	<b><u>1,935.59</u></b>

**Payments 2020-21****Period 3 May to 29 June 2020**

<b>Date</b>	<b>Payee</b>	<b>Transaction</b>	<b>Description</b>	<b>Gross Amount</b>	<b>VAT</b>	<b>Category</b>
05-May-20	Robin Anderson	Elec	Audit fee	50		Service
20-May-20	N R Hitchins	Cheque	Triangle works	240.00		Service
21-May-20	Water to Business	Elec	Water bill	20.06		Service
27-May-20	Bob Hunt	Elec	Wooden bench repairs	50.00		Service
02-Jun-20	Jocelyn Nichols	Elec	Pay	240.00		Staff Costs
02-Jun-20	HMRC	Elec	PAYE	60.00		Staff Costs
08-Jun-20	Defib Store Ltd	Elec	Wilmington Defibrillator	1434.00	239	Service

**Total****£ 2,094.06****Income**

Wilmington Defibrillator

**£ 1,350.00**

## Priston Parish Council

### Income and Expenditure against Budget 2020-21

<u>Item</u>	<u>Budget</u>	<u>Actual to 16 June</u>	<u>Expected</u>	<u>Forecast to 31 March</u>	<u>VAT</u>
End of Year Cash c/f	4335			4335	
<b><u>Income</u></b>					
Precept	6700	3350	3350	6700	
Wilmington Defibrillator Income		1350		1350	
VAT Re-Imbursement			276	276	
<b>Total</b>	<b><u>11035</u></b>			<b><u>12661</u></b>	
<b><u>Expenditure</u></b>					
<b><u>Village Facilities</u></b>					
The Link	50		50	50	
Green Thumb	75	19	60	79	3
Christmas Procession	60		60	60	
Water Supply/ Fountain & Trough	600	20	580	600	
Defibrillator Training	350		350	350	
Defibrillator Installation and Running Costs	240		240	240	
Wilmington Defibrillator purchase		1434	155	1589	239
Gritter	1100		1100	1100	
Rock Salt and Gritting	200		200	200	
Website	500		500	500	
Midsomer Norton Dial a Ride	40		40	40	
Cam Valley Wildlife	5		5	5	
CPRE	36		36	36	
Accountancy Fees	50		50	50	
Triangle	200	240		240	
Ditch Clearing	150		150	150	
Bench repairs		50		50	
Finger Posts	200		200	200	
<b>Total</b>	<b><u>3856</u></b>	<b><u>1763</u></b>	<b><u>3776</u></b>	<b><u>5539</u></b>	
<b><u>Administration</u></b>					
Clerk's Salary	3700	600	3100	3700	
Payroll administration		204		204	34
Stationary/Print/Travel	50		50	50	
ALCA	34	54		54	
Clerk's Broadband	120		120	120	
Training	100		100	100	
Insurance	350		350	350	
Internal Auditors	50	50		50	
Village Hall Rental	500		500	500	
Hall Heating	20		20	20	
Information Commissioner's Office	40		40	40	
<b>Total</b>	<b><u>4964</u></b>	<b><u>908</u></b>	<b><u>4280</u></b>	<b><u>5188</u></b>	
Total Facilities and Administration Expenditure	8820	2670	8056	10726	
<b><u>Income - Expenditure</u></b>	<b><u>2215</u></b>			<b><u>1935</u></b>	