

PRISTON PARISH COUNCIL

Laira
Priston
Bath, BA2 9EB
07734069751
parishclerk@priston.org.uk
www.priston.org.uk
9/11/2020

Dear Councillor

You are summoned to attend an Ordinary Meeting of Priston Parish Council on Monday 16th November 2020 at 7 pm on Zoom.

Join Zoom Meeting

<https://zoom.us/j/99080457534>

Meeting ID: 990 8045 7534

Jocelyn Nichols
Clerk

Matters raised by parish residents.

A G E N D A

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
 - iii. To consider filing / scanning of the old minute books
6. Roads and Highways
7. Planning: 4 Hill View
8. To report on footpaths
9.

To report on external meetings and agree attendance at future meetings:

 - Cam Valley Area Forum Oct 13, attended by Chair and Clerk,
 - Parish Liaison Oct 22, attended by Chair and Clerk
 - Clerks Liaison attended by Clerk
 - Parish Council Climate Emergency Workshop 26 November 9.30 – 4.30
 - Planning in plain English 23 November 6.30-8.30
 - Understanding Risk Management during Covid 19 4 December 10-12
10. Any other business
11. Date of next Meeting - Monday 18 January 2021 on Zoom.

Priston Parish Council Financial Report 30 October 2020 for 2020/2021 Financial Year

Period 22 August 2020 to 31 October 2020

INCOME	£	EXPENDITURE	£
Cash at Bank on 21 August		Income and cash carried forward	8,983.39
Current Account	5,633.39	See p 2 for itemised expenses	
Cash	0.00		
Total Income for Period	3,350.00	Total	1,265.46
<u>Total current income and cash</u>	<u>8,983.39</u>	<u>Balance on 31 October</u>	<u>7,717.93</u>
<u>Forecast for remainder of financial year to March 2021</u>			
Expected Income	317.66	Expected Expenditure to 31 March 2021	4526.73
as per budget to 31 March 2021			
TOTAL INCOME	9,301.05	Expected Balance at 31 March 2021	<u>3,508.86</u>

Payments 2020-21**Period 22 August 2020 to 31 October 2020**

Date	Payee	Transaction	Description	Gross Amount	VAT	Category
30-Aug-20	Jocelyn Nichols	Elec	Pay for August	244.80		Staff Costs
30-Aug-20	HMRC	Elec	PAYE	61.20		Staff Costs
07-Sep-20	Graham Barber Accountancy Ltd	Elec	Payroll Administration	85.20	14.20	Administration
17-Sep-20	ICO	Elec	Information Commissioners Office	35.00		Administration
28-Sep-20	Richard Bottle	Elec	Website Renewal	47.99	8.00	Administration
28-Sep-20	CPRE	Elec	Membership Renewal	36.00		Service
28-Sep-20	Green Thumb	Elec	Grass Treatment	24.00	4.00	Service
30-Sep-20	Jocelyn Nichols	Elec	Pay for September	244.80		Staff Costs
30-Sep-20	HMRC	Elec	PAYE	61.20		Staff Costs
27-Oct-20	Cam Valley Wildlife Group	Elec	Membership Renewal	5.00		Service
27-Oct-20	John Wilkinson	Elec	Defibrillator battery	74.27	12.38	Service
27-Oct-20	Midsomer Norton Dial a Ride	Elec	Grant	40.00		Service
30-Oct-20	Jocelyn Nichols	Elec	Pay for October	244.80		Staff Costs
30-Oct-20	HMRC	Elec	PAYE	61.20		Staff Costs

Total**£ 1,265.46****Income**

October	Elec	Precept payment	£ 3,350.00
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Priston Parish Council

Income and Expenditure against Budget 2020-21

Item	<u>Actual to 31</u>			<u>Forecast to 31 March</u>	<u>VAT</u> Column1
	<u>Budget</u>	<u>October</u>	<u>Expected</u>		
End of Year Cash c/f	4335			4335	
Income					
Precept	6700	6700		6700	
Wilmington Defibrillator Income		1350		1350	
VAT Re-Imbursement			318	318	
Total	11035			12702.66	
Expenditure					
Village Facilities					
The Link	50		50	50	
Green Thumb	75	61	24	85	10
Christmas Procession	60		60	60	
Water Supply/ Fountain & Trough	600	20	130	150	
Defibrillator Training	350		350	350	
Defibrillator Installation and Running Costs	240	74	166	240	12
Wilmington Defibrillator purchase		1434	155	1589	239
Gritter	1100		1100	1100	
Rock Salt and Gritting	200		200	200	
Website	500	48	102	150	8
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		0	0	
Total	3856	2008	2537	4545	
Administration					
Clerk's Salary	3700	2142	1530	3672	
Payroll administration		289	70	407	48
Stationary/Print/Travel	50		50	50	
ALCA	34	54		54	Likely to be £65.61 2021/22
Clerk's Broadband	120		120	120	
Training	100		100	100	
Insurance	350	349		349	
Internal Auditors	50	50		50	
Village Hall Rental	500		100	100	
Hall Heating	20		20	20	
Information Commissioner's Office	40	35		35	
Total	4964	2919	1990	4957	318
Total Facilities and Administration Expenditure	8820	4927	4527	9502	
Income - Expenditure	2215			3200	
VAT Re-Imbursement				318	
Balance				3518	