

MINUTES OF OMBERSLEY AND DOVERDALE PARISH COUNCIL
HELD ON TUESDAY, 20th JUNE 2017 AT 7.30PM.
AT SYTCHAMPTON VILLAGE HALL

Present: Cllrs Mrs J Goodman (Chairman), W T Arnold, Mrs H Barningham, M Best, F Cody, S Collier, C McKenzie-Rowan, Mrs J Mitchell, P Reynolds, Mrs B J Serrell and Mr C J Welch (11)

Public Question Time

9 members of the public were present. Before proceeding to the formal business on the agenda, the Chairman invited them to address the Council and to ask any questions they may wish to raise.

A number of those residents in attendance wished to express their objection to a planning application which was currently being consulted on. The application in question was Application 17/00948/CU - Change of use to site two safari tents for holiday accommodation at Stone Farm, Lyth Lane, Lineholt, Ombersley, WR9 0LG.

Residents were concerned that the application was misleading. The tents, which were considerable in size, were already in place and a significant amount of works to accommodate them had been undertaken. The application was therefore entirely retrospective.

There was concern about the impact on the local landscape and biodiversity. There was evidence of local wildlife which would be affected by the removal of woodland and habitat which had already been undertaken. A number of trees had been removed in the bird nesting season and there was evidence of frogs, newts and bats, all of which were likely to be adversely affected.

It was also believed that the application was also contrary to a number of planning policies.

The Clerk informed the meeting that the Parish Council had already responded to this application. It had registered its objection and details of the basis of its objection was shared with those members of the public present.

In conclusion the Chairman thanked those residents who were in attendance. Anyone who wished to make further representations in respect of this application should ensure that their comments were submitted to Wychavon District Council within the consultation period which was due to expire shortly. This could be done via the Wychavon District Council website.

Susannah Perkins and Andrea Crowther also attended and asked for an update on progress regarding the Play Area.

In response, the Chairman reported that the matter had continued to be considered by the Finance Committee. It was clear from the discussions (and the report on Council priorities later in the meeting) that this remained a project which was high on the list of Council priorities.

However, the consultation on the production of a Neighbourhood Plan was a matter which the Parish Council had previously agreed should be undertaken as a matter of some urgency.

A properly produced Neighbourhood Plan would give the local community direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area. They would be able to choose where they wanted new homes, shops and offices to be built, have their say on what those new buildings should look like and what infrastructure should be provided, and, in certain circumstances, grant planning permission for the new buildings they want to see go ahead.

Neighbourhood planning provided a powerful set of tools for local people to ensure that they got the right type of development for their community where the ambition of the neighbourhood was aligned with the strategic needs and priorities of the wider local area.

It was clear that the production of such a Plan would be costly, and with this in mind, the Finance Committee had produced a 5 year Budget Plan which outlined the likely impact of funding such a proposal through the local precept.

As part of its consideration of the end of year accounts, the balance of funds available to support its priorities was limited. Councillors were already aware that a large proportion of funds held by the Parish Council were held on behalf of other organisations and therefore were not available for general allocation at this point.

For this reason, the Finance Committee had concluded that any funding for upgrade for the Play Area could not be considered in isolation. The Parish Council should consult with residents on its priorities. In doing so, should list all priorities (which included the Play Area) and identify the costs of pursuing these. It should provide clarity about the effect this could have on future parish precepts if funded in this way. Having given the local community the opportunity to express a view, the Parish Council would then have a mandate to pursue its priorities.

The Chairman accepted that those involved in bringing forward proposals for the Play Area would be disappointed that a decision to proceed immediately with this project was not being recommended. However, she wished to assure all concerned that the project remained a priority. Any decision on how to move forward with this, including the possible funding mechanisms, should rightly be considered alongside the other council priorities.

At this point all members of the Public left the meeting and the Parish Council moved to consider the formal business before it.

70/17 Chairman's Announcements

None

71/17 Apologies for Absence

Apologies for absence were received from Cllrs D Ingram and R Reynolds. An Apology was also received from Cllr P Tomlinson (County and District Councillor)

72/17 Declarations of Personal and Prejudicial Interest

The following interests were declared:-

Cllr W T Arnold – Member of Ombersley Memorial Hall Management Committee and Ombersley Memorial Hall Trustee.

Cllr M Best – Member of Sytchampton Village Hall Management Committee.

Cllr F Cody – Parish Council representative on Sytchampton Village Hall Management Committee.

Cllr C Welch – Parish Council representative on Ombersley Memorial Hall Management Committee

73/17 Minutes of the Meeting held on 16th May 2017

Copies of the minutes of the meeting held on 16th May 2017 had been previously circulated to Councillors.

It was moved by Cllr Cody and seconded by Cllr Mrs Barningham that the minutes were an accurate record of the meeting. All Councillors agreed and the Chairman signed the minutes.

74/17 Parish Council Year End Accounts 2016-17

The Clerk reported that copies of the Parish Council's Year End Accounts for 2016-17 had been circulated as part of the file of papers for this meeting.

The Accounts had been audited by the Council's Internal Auditor and approved by the Finance Committee. They were now being recommended to the Council for approval.

Reference had been made previously to the level of funds being held on behalf of other organisations. As part of the Final Accounts, a schedule detailing the amounts held had been included. Following the upgrading of the audio system at St Andrew's Church, there was currently a deficit in respect of the funds held on their behalf. Arrangements would be made to introduce funds from OSCA to clear this deficit.

It was moved by Cllr Best and seconded by Cllr P Reynolds that the Parish Council's Year End Accounts for 2016 -17 be approved. On being put to the meeting this proposal was unanimously agreed by all councillors.

At this point, the Chairman agreed to vary the order of business so that the Parish Council could have the opportunity to consider a number of statutory documents before being asked to approve its Annual Governance and Accounting Statements for 2016-17

75/17 Report and Recommendations of the Finance Committee

Cllr Best introduced this report and highlighted a number of issues which had been considered by the Finance Committee at its last meeting on 4th June 2017.

(a) Council Financial Regulations.

Cllr Best reported that the Finance Committee had concluded that the Council's Financial Regulations remained appropriate. He reminded Councillors that there was reference to the need to produce a 3 year business plan. As part of the documents submitted to Councillors, an indicative 5 year budget requirement had been prepared. This would continue to be developed.

Also, the Regulations contained an Appendix which set out a protocol for processing third party donations to local organisations. The Finance Committee had concluded that, for clarity, a reference should be added to ensure that any request for funding must meet all the Value for Money requirements set out in the Council's Financial Regulations and follow the process to be followed to demonstrate this. This included obtaining the necessary number of quotations and the completion of the necessary documentation required by the Parish Council to ensure that it met its financial responsibilities. All evidence required must accompany any funding request.

The final version circulated to Councillors incorporated this change and was recommended for approval by the Finance Committee.

It was moved by Cllr Best and seconded by Cllr Cody that the Council's Financial Regulations, as circulated, be approved and adopted for 2017. On being put to the meeting this proposal was unanimously agreed by all councillors.

(b) Annual Risk Assessment

The Finance Committee had considered the Parish Council's Annual Risk Assessment. This highlighted the potential risks faced by the Parish Council and measures put in place to mitigate these.

Having taken the opportunity to review the document, the Committee had agreed that the Annual Risk Assessment be recommended to the Parish Council for approval.

It was therefore moved by Cllr Best and seconded by Cllr Mrs Mitchell that the Annual Risk Assessment (a copy of which had been circulated to all Councillors) be approved and signed by the Chairman. On being put to the meeting this proposal was unanimously agreed by all councillors.

A copy of the Annual Risk Assessment was duly signed by the Chairman.

(c) Schedule of Assets

The Council's Schedule Assets had also been reviewed by the Finance Committee. As an observation, the Committee had agreed that further details should be captured about its Assets. In addition to the value and insured value of assets, additional detail such as locations where appropriate, should also be captured. This information would be collated over the coming months.

The Clerk also confirmed that following the decision of the Parish Council at a previous meeting the value of the Weighbridge Hut had been increased and its insured value was now more realistic.

It was moved by Cllr Best and seconded by Cllr Mrs Serrell that the Schedule of Assets, a copy of which had been circulated to all Councillors be approved. On being put to the meeting this proposal was unanimously agreed by all councillors.

(d) Future Membership of CALC

The Council was asked to consider whether to apply to re-join Worcestershire CALC.

Cllr Best informed the Council that a decision had been taken by the Parish Council a number of years ago to resign from its membership of Worcestershire CALC. This decision had largely been taken because the Council, at that time, believed that membership did not offer value for money. Given the changes to the Parish Council membership since that time it was considered appropriate to take the opportunity to review this decision.

The Finance Committee had given some initial thought to this matter. To assist them, details of the benefits of membership had been supplied along with the costs of membership. Copies of this information had been supplied to all Councillors.

Having considered the matter in detail, the Finance Committee did not believe that the situation had changed. As a consequence it had concluded that no action should be taken on applying to re-join Worcestershire CALC at this point.

It was therefore moved by Cllr Best and seconded by Cllr Arnold that no further action be taken at this point. On being put to the meeting this proposal was unanimously agreed by all councillors.

76/17 Annual Governance Statement 2016-17

The Clerk had completed the Annual Governance Statement for 2016-17 for approval by the Parish Council. A copy of the statement and supporting papers had been circulated to all Councillors.

The Statement had been signed by the Internal Auditor and presented to the Finance Committee who were recommending that the Statement be approved. Once approved by the Council, the Statement would be signed and submitted to the Council's External Auditors.

It was moved by Cllr Arnold and seconded by Cllr Mrs Barningham that the Annual Governance Statement for 2016-17 be approved and signed by the Chairman and Clerk to the Council. On being put to the meeting this proposal was unanimously agreed by all councillors.

The Annual Governance Statement 2016-17 was duly signed by the Chairman and Clerk to the Council.

77/17 Accounting Statements 2016-17

The Clerk had completed the Accounting Statements for 2016-17 for approval by the Parish Council. A copy of the statements and supporting papers had been circulated to all Councillors.

The Statements had been signed by the Internal Auditor and presented to the Finance Committee who were recommending that they be approved. Once approved by the Council, the Statements would be submitted to the Council's External Auditors.

It was moved by Cllr Mrs Mitchell and seconded by Cllr Mrs Serrell that the Accounting Statements for 2016-17 be approved and signed by the Chairman and Clerk to the Council. On being put to the meeting this proposal was unanimously agreed by all councillors.

The Annual Governance Statement 2016-17 was duly signed by the Chairman and Clerk to the Council.

78/17 Council Priorities

The Council took the opportunity to consider the cost implications of the Council's agreed priorities for 2017-18 in the light of the Finance Committee's advice on this matter. The Council was also asked to consider any action to be taken to move the Council's priorities forward.

The Parish Council was reminded that its agreed list of priorities was currently as follows:-

- the development of a Neighbourhood Plan (to include consideration of Play Area Refurbishment);
- the effective communication with residents (via the Noticeboard and Website);
- the continued effective management of the council's finances;
- representing the views of the parish via the planning process;
- continued involvement in measures to combat rural crime (including the development and promotion of Neighbourhood Watch); and
- the maintenance and management of the Public Rights of Way and footpaths in the parish.

The Chairman had already outlined the potential cost implications of pursuing these priorities. The 5 year budget plan produced by the Finance Committee provided an indication of the impact on future budget requirements should the Parish Council ultimately decide to raise the necessary funds via the Precept.

Additionally, there was a possibility that the grant element of funding from Wychavon District Council may cease in the future. This currently amounted to £1,724.00 in the current financial year. There was also the possibility that New Homes Bonus income may continue to be scaled back. A reduction of funding from these sources had also been factored into the Plan.

Specific attention had been given to the amount of funding which could be allocated to support the refurbishment of the Play Area. Whilst it recognised the commitment and desire to move forward, the Committee did not believe that this project could be considered in isolation. Continued consideration of the potential funding requirements would need to be included as part of the consideration of the council's priorities and 5 year budget plan. Possible costs would be built in and consultation with the residents could be included as part of the wider community consultation process. Indeed, should the Neighbourhood Plan be taken forward, the nature and location of any future Play Area would be a legitimate consideration as part of that plan.

In order to move this matter forward Cllr Mrs Goodman proposed that the Council should proceed to investigate the production of a Neighbourhood Plan. The first stage of this work would be to establish a working group who would be charged with investigating the benefits of such a plan, identifying the work which would need to be undertaken and the support which would be needed. This work should culminate in an indicative project plan which included indicative costs.

It was imperative that any proposal to develop a Neighbourhood Plan was community led and although a number of local residents had already indicated that they would wish to participate in this work, further work would be needed to secure a wider cross section of community representation.

Once this work had been carried out the Parish Council would be in a position to formally consult the community both on the production of a Neighbourhood Plan and the means for funding the production. As part of the consultation on future funding arrangements, the Parish Council would also include the cost implications on residents of funding improvements to the Play Area along with the financial implications of any of the Council's other priorities.

It was therefore moved by Cllr Mrs Goodman and seconded by Cllr Mrs Collier that the Parish Council agree to proceed to investigate the merits of producing a Neighbourhood Plan on the basis set out in the discussion above. On being put to the meeting this proposal was agreed. Cllr Arnold wished to record his abstention.

To move matters forward, the Clerk would forward details of the expressions of interest to date to Cllr Mrs Goodman.

In terms of the remainder of the Council's priorities, Cllr P Reynolds asked how these would be taken forward. In response Cllr Mrs Goodman put forward the following proposals:-

- **the effective communication with residents (via the Noticeboard and Website)** was a matter which would need to be developed. The Council had previously agreed to make more use of the Council's website. A notice had already been placed on the main noticeboard signposting residents to the council's website. Cllr Welch had previously indicated that he would be happy to look at the benefits of continuing with the Ombersley.Net website.
- **the continued effective management of the council's finances** – this would continue to be managed via the Council's Finance Committee.
- **representing the views of the parish via the planning process** – the Council already responded to a large number of planning applications and a process was in place to enable the Parish Council to respond. Cllr Cody had previously indicated that he would be willing to take responsibility for the circulation of applications and compilation of comments to be submitted by the Clerk.
- **continued involvement in measures to combat rural crime (including the development and promotion of Neighbourhood Watch)** – Cllr Mrs Goodman would continue to co-ordinate local arrangements.
- **the maintenance and management of the Public Rights of Way and footpaths in the parish** – Cllr Mrs Goodman hoped that Cllr P Reynolds would continue to lead the effective arrangements which were already in place.

In addition, Cllr Mrs Mitchell had taken on responsibility for tidying the two bus shelters in the village and the main public noticeboard.

Cllr Cody also took the opportunity to bring forward a proposal to develop an online Councillor Library which would aim to collate all relevant Parish Council documents and which would be available to all Councillors. He provided Councillors with an overview of his proposals which if agreed by the Parish Council he would be happy to develop in conjunction with the Clerk.

The Parish Council agreed that arrangements to progress the council's priorities as outlined above should be agreed. Arrangements should continue to be developed and Councillors should continue to consider areas where they would wish to take responsibility or merely be involved.

79/17 Review of Council Standing Orders

Copies of the Council's Standing Orders had been circulated and the Council was invited to consider whether any changes were necessary at this point.

The Clerk reported that he believed that the Standing Orders remained appropriate. There was mention of a number of Policies and Procedures. Arrangements would need to be put in place to develop or review such Policies and Procedures.

It was moved by Cllr Best and seconded by Cllr Cody that the Council's Standing Orders as circulated be approved. On being put to the meeting this proposal was unanimously agreed by all councillors.

80/17 Ombersley Memorial Hall – Request to utilise funds on its behalf.

The Parish Council was asked to consider a request from Ombersley Memorial Hall that the Parish Council act as a third party contributor and that funds currently held on its behalf be used to contribute towards the match funding required to support a grant application to Biffa Waste.

Councillors were informed that this proposal had been tabled at the Finance Committee meeting on 6th June 2017. The Finance Committee had concluded that it felt unable to agree to the request at that point as it believed that it needed further detail setting out what the money was to be used for and the basis on which any funds were to be released. Further discussions would be needed to ascertain this detail.

Ultimately this decision was one which would rest with the Parish Council and arrangements would be made for consideration to be given at its next meeting. Cllr Arnold also undertook to supply additional background documentation for consideration by the Council.

Further details had now been supplied to the Parish Council and a copy had been circulated to Councillors.

The Parish Council was supportive of the principle. However, there were a number of matters of detail which still needed to be clarified. It did not believe that no funds currently held or allocated in the future could be released until agreed accountability procedures had been put in place and implemented.

Mindful of the deadline for the submission of the grant application, the Parish Council agreed that the Chairman of the Council and Chairman of the Finance Committee continue to discuss the matter with the Ombersley Memorial Hall Committee to ensure that any necessary arrangements to safeguard the Parish Council were put in place. Once content, a letter of support would be sent from the Parish Council. All Councillors would continue to be kept informed via email.

On being put to the meeting, this proposal was unanimously agreed.

81/17 Ombersley Tennis Club

The Parish Council was invited to consider a request that it should fund the cost of the planning application for the replacement of the Pavilion at Ombersley Tennis Club and that the application be submitted in the name of the Parish Council. The Parish Council was also asked to act as 'bankers' for the project so as to enable the reclaim of VAT where appropriate.

Cllr Best reported that the Finance Committee had been updated on the current position. The Tennis Club would be seeking planning permission for the erection of a new, brick built, club house. Enquiries had been made as to whether the planning application could be made in the Parish Council's name as this would allow a reduction in the fees payable. Further, if the materials were purchased by the Parish Council there may be an opportunity to reclaim some of the VAT incurred. The cost of the Planning Application would be £199.00 although a discount would be applicable if the application was made in the Parish Council's name

The Finance Committee had agreed that further investigation would be necessary in respect of the detailed arrangements. However, it agreed that the Parish Council should support the principle of the Planning Application being made in the Parish Council's name, and for the cost to be met by the Parish Council. The principle of further support by setting up an account to manage donations and purchase the necessary expertise, equipment and supplies was also agreed.

A number of members of the Parish Council, whilst appreciating the situation were concerned that the Tennis Club was effectively a private club and any support, either financial and

otherwise, could set a precedent which they did not feel was appropriate. Individuals who wished to use the facility either had to be members of the Club or pay a fee to use the public facility. The public benefit was therefore somewhat limited.

A number of members of the Parish Council would be happy to fund the cost of the planning application but felt that the involvement of the Parish Council in the rebuilding project to allow the recovery of VAT where appropriate was not appropriate. Given the divergence of views the Chairman agreed to consider the proposal in two parts.

It was moved by Cllr Arnold and seconded by Cllr Cody that the Planning Application be submitted in the Parish Council's name and that the resultant planning application fee (up to a maximum of £199) be payable by the Parish Council. On being put to the vote this proposal was agreed, there being 9 votes in favour, 1 against and 1 abstention.

It was then moved by Cllr Best and seconded by Cllr Cody that where appropriate, materials and services be procured via the Parish Council in order to enable the opportunity to reclaim the VAT incurred in appropriate circumstances. On being put to the vote this proposal was agreed, there being 6 votes in favour, 4 against and one abstention.

As a general point, Cllr Best undertook to contact the Tennis Club to seek clarity on the arrangements currently in place for the use of the public court at the club. He would circulate any response to all members of the Parish Council.

82/17 Planning Matters

(a) Planning Applications referred by Wychavon District Council for comment

There were currently no planning applications requiring comment.

As agreed earlier in the meeting, Cllr Cody would take responsibility for circulating future applications and collating responses for submission by the Clerk.

(b) Responses to Planning Applications made on behalf of the Parish Council (Delegated Authority)

The Clerk reported that he had responded to a number of applications on the Parish Council's behalf under the delegated authority procedure. These were listed at Appendix 1.

(c) Details of decision Notices received from Wychavon District Council

A list of decision notices received since the last meeting was also circulated. A copy was included in Appendix 1 to these minutes.

(d) Consideration of any other 'planning' matters received by the Council prior to the commencement of the meeting.

There were no other matters brought forward for consideration.

83/17 County and District Councillors Reports

Copies of the County and District Councillors Reports had been circulated for consideration.

No further comments or questions were raised.

84/17 Police Report

No police report had been received.

Cllr Mrs Goodman took the opportunity to update Councillors on progress being made via the Neighbourhood Watch Group.

85/17 Finance and Authorisation of Accounts

(a) Any other Matters Arising from the Meeting of the Finance Committee.

Cllr Best reported that a grant application to purchase equipment from the funds held on their behalf had been received from Ombersley Junior Cricket Club. The Committee considered that this was an appropriate use of funding and agreed to support the request. All Councillors agreed.

Updates were also provided in respect of grant fund expenditure by other organisations.

Finally, all organisations would be reminded of the requirement to seek approval from the Parish Council prior to incurring expenditure. Forms would be devised to be completed so that all necessary information and evidence of value for money was provided. It was also important to ensure that any relationship between the organisation and supplier (which may be deemed to be a financial or other interest) was recorded.

(b) Reports of Income Received, Cheques Paid and Payments to be made.

Cheques totalling £4,643.70 had been paid since the last meeting. Invoices totalling £437.51 required payment.

It was moved by Cllr Best and seconded by Cllr Cody that the transactions listed in the schedule and included at Appendix 2 be approved. All Councillors agreed.

(c) Arrangements for Authorising expenditure from the funds held by the Parish Council in respect of the widening of Cow Lane.

The Parish Council agreed that the Clerk, in conjunction with the Chairman of the Council, be authorised to settle any invoices relating to the widening of Cow Lane from the funds held by the Parish Council for this purpose.

(d) Funding the upkeep of the churchyard at St Mary's Church, Doverdale.

The Parish Council agreed that as part of its responsibility for the maintenance of burial grounds, future invoices for the mowing and upkeep of the churchyard at St Mary's Church, Doverdale be paid by the Parish Council from the funds held on St Mary's behalf.

(e) Any other financial matters requiring determination.

There were no further matters requiring attention.

86/17 Rural Rate Relief Applications

The Clerk updated the Council on the Rural Rate Relief applications which had been received to date. He had also written to previous applicants asking them to return any application so that the Parish Council may determine all applications at the same time.

In the light of the limited time available and as there may be other applications still outstanding, the Parish Council agreed to defer consideration of this matter until the next meeting.

87/17 Councillor's Reports

Cllrs Mrs Mitchell reported that she had sought quotes for replacement perspex sheeting for the bus shelter opposite the Doctor's Surgery. She would forward details to the Clerk

Cllr Cody updated Councillors on progress being made in respect of the Dementia Action Alliance. He also reported on the impending departure of Jo Hughes who had been responsible for much of the progress made.

Cllrs Welch and Mrs Serrell enquired whether any further progress had been made in respect of the VELO cycle event. The Clerk would arrange for an update to be provided.

88/17 Correspondence

A list of correspondence had been circulated and was received by the Parish Council.

89/17 Next Meeting

The next meeting of the Parish Council would be held on Tuesday 18th July 2017 at The Narthex, St Andrew's Church commencing at 7.30pm.

The meeting ended at 9.45pm

..... CHAIRMAN.

Appendix 1

Responses to Planning Applications on behalf of the Parish Council

- (i) 17/00182/FUL - Land Off, Mount Pleasant Lane, Crossway Green – Erection of a general purpose agricultural building (to include the housing of livestock) – Additional comments submitted prior to consideration of application by Wychavon DC Planning Committee.
- (ii) 17/00852/FUL – Hawford Bridge Fishery, Ombersley Road, Hawford, WR3 7SE – Erection of building to provide a small café, improved toilets and a space for the sale of fishing tackle/fishing bait
- (iii) 17/00911/LB – The Parsonage, Parsonage Lane, Ombersley, WR9 0HP – Proposed resurfacing of two driveways within curtilage of a listed building. Approximate total 60M² of driveway.

Details of decision Notices received from Wychavon District Council

- (i) 17/00789/HP – 5, Longheadland, Ombersley, WR9 0JB – Proposed Oak frame entrance canopy with clay tiled Roof – **APPROVED**
- (ii) 17/00150/HP – The Granary, Clacks Farm Lane, Boreley, Ombersley, WR9 0HX – Proposed conversion and extension of detached garage/office building to provide residential accommodation for elderly dependant relatives. **APPLICATION WITHDRAWN BY APPLICANT.**
- (iii) 17/00713/LB – Leigh House, Main Road, Ombersley, WR9 0EW – Replacement of existing 1960's built front wall and railings with new low wall and railings along with replacement of associated steps and paving. - **APPROVED**
- (iv) 17/00495/HP – The Barrons, Chatley Lane, Ombersley, WR9 0AP – Renovation and extension- **APPROVED**
- (v) 17/00674/OUT – Cross Cottage, Holt Fleet Lane, Holt Fleet – Outline planning application with all matters reserved except access for the construction of 2 no. live/work units- **APPROVED**

Appendix 2

FINANCE and AUTHORISATION OF ACCOUNTS

a. Income Received:

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b. Cheques paid since the last meeting

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|--------------------------|--|-----------------|------|
| Hightreck Technical Svcs | St Andrew's Church – Audio Upgrade – Balance | £1826.40 | 1980 |
| | VOID CHEQUE – CANCELLED | | 1981 |
| Sytchampton Village Hall | Hall Hire Charges | £124.00 | 1982 |
| AoN Insurance UK | PC Insurance – 2017-18 | £1,677.22 | 1983 |
| J Jordan | Clerk's Salary – May 2017 | £433.33 | SO |
| David Miles | Lengthsman and Gardening– May 2017 | £582.75 | 1984 |
| | | | |
| | | £4643.70 | |

c. Invoices Received for Payment (to date)

| | | |
|-------------------------|---|----------------|
| J Jordan | Clerk's Expenses – May 2017 | £84.00 |
| Fasthosts | Website Domain and extended support | £97.26 |
| Old School House Garage | Mower Petrol Account (April and May 2017) | £69.14 |
| David Miles | Roundabout Clearance | £100.00 |
| Fasthosts | ODPC Web Domain Fees | £87.11 |
| | | |
| | | £437.51 |