

Lapford Parish Council

Lapford Parish Council Meeting 1st September 2021

The was a meeting of Lapford Parish Council on Wednesday 1st September 2021 at 7.30pm held in the Victory Hall, Lapford

Members Present: Cllrs Peter Heal (Chairman); Julie Down; Roy Andrews; Alex Shapland; Sue Briant-Evans; Stacey Lumsdon; David Davenport; Pat Gowie

Also Present: County Councillor Margaret Squires; District Councillor Clive Eginton

In attendance: Rob Martin (Locum Clerk)

Others: 3 members of the public and two prospective councillors

MINUTES

2122-083 APOLOGIES
Apologies

2122-084 PARISH COUNCILLOR CO-OPTION
Applications had been received from Abigail Whittaker and Dr. John Parsley to be co-opted into the two remaining parish council vacancies. On a proposal by the Chairman, it was **Resolved** by a vote of 6 for and one abstention that Abigail Whittaker and Dr. John Parsley should be co-opted.

Having both signed Declaration forms, they were then welcomed and were able to take part in the remainder of the meeting.

2122-085 DECLARATIONS OF INTEREST (PECUNIARY AND NON-PECUNIARY)
Cllr. Down declared a personal interest in planning application 21/01443/FULL because she lives in an adjoining property.

Standing Orders were suspended and the Chairman declared the meeting closed

2122-086 PUBLIC PARTICIPATION SESSION
No public questions were asked.

2122-087 COUNTY AND DISTRICT COUNCILLORS' REPORTS
To receive a verbal report for information.

- a) Devon County Council – County Cllr. Squires reported that there had been a grant of £2,000 allocated by Mid Devon DC to Lapford Parish Council and Cruwys Morchard for Traffic Regulation Order work. This had not been received and Cllr. Squires would be trying to isolate where it is.
- b) Mid Devon District Council – District Cllr. Eginton reported on the Mid Devon DC Open Spaces Protection Order, detailing the new powers for it to police the dog fouling in open spaces of all sorts in the district.

Lapford Parish Council

Lapford Parish Council Meeting 1st September 2021

2122-088

LOCAL ORGANISATIONS' REPORTS

- a) Lapford Church Green Trustees – there had been no meeting for two months and one should be scheduled immediately before the next parish council meeting.
- b) Heart for Lapford Strategy Group – this was now in abeyance for the time being.
- c) Heart of Lapford Development Board – a report had been circulated by Peter Norman, as follows:

The HOLD board feels that a report to the PC on recent progress and activities at Lower Town Place would be in order especially now things are really starting to open up after the pandemic. I apologise for the very late submission of this report but we have all been very busy recently with lots going on as detailed in the report but also the Revel and LTP opening event at the weekend.

1. *As the nation returns to a new normal following the Covid pandemic the Board felt that with the on-set of a new Autumn Season a written report to Lapford Parish Council would be of assistance, especially to the new Councillors and would record recent positive progress.*
2. *With the resumption of the Lapford Lookout in autumn 2020 local organisations have been able to provide updates through our monthly village magazine. With other organisations the Board has been no exception reporting the completion of Lower Town Place site clearance, landscaping and opening at the end of October.*
3. *HOLD and the Victory Hall Management Committee have and are working together for improved community facilities, with grant aid for the purchase of the small allotment, purchase of two temporary storage containers to provide additional useable safe space within the Hall. Together both organisations have a single unified booking system using the same terms and conditions.*
4. *New facilities for the community bring new opportunities. This summer, together with the easing of the pandemic rules Lapford Youth Club has been able to restart using both the Victory Hall and Lower Town Place. With 47 children on the register for 7 – 12 year olds, supported by a rota of 16 adults, details of this and the call to recruit a second team of adult volunteers can be read in the September Lapford Lookout.*
5. *New opportunities bring new challenges to be resolved. For children to use Lower Town Place safely new measures needed to be worked though. This required people to sit down and talk through the issues and find resolutions. This is exactly what happened in June between those with an interest in dogs and children. The result was the 'Community Plan for Dog Users at Lower Town Place' received by the Parish Council in July and published in the Lapford Lookout in August.*
6. *The self-closing gates, within the plan, have now been installed. These are intended to protect children during activity sessions and to prevent stray dogs getting into the grassed areas when they don't have responsible owners to remove mess. The 7-points of the plan can now be implemented – one of these was a LPC/MDDC request to relocate to Orchard Way 'Dog Bin'? Does the Council have an answer to this question?*
7. *The first open-air community theatre event happened in mid-August with the Common Players production of Tuck Inn providing entertainment and food for an*

Lapford Parish Council

Lapford Parish Council Meeting 1st September 2021

audience of some 100 people. Building on this success more events are in planning for 2022.

8. *The pandemic deferred Revel happens this weekend with the Procession arriving at Lower Town Place for the Crowning, formal Opening Ceremony and a Cailidh.*
9. *Lower Town Place is freely available to people for informal social activity, play, association, exercise, to sit and read, draw & paint, chat, meet or think, contemplate and enjoy the space. There is more to be discussed and done. Future reports will bring new proposals such as improved access to the Victory Hall or similar improvements for community benefit once these have taken shape.*
10. *The Board awaits the request for separate meetings with the Council on the residual budget and Church Green Trustees on proposed boundary works.*

Councillors were reminded that the council has one place on the Board and would have to choose one at the next meeting.

- d) Wallingbrook Patient Participation Group – Bill Graham outlined the current situation on ongoing Covid-related staff absences and reported that progress had been made with the Covid vaccination programme, the surgery would be starting to do the annual flu jabs for vulnerable people. The fu jabs would be done at the Wallingford surgery, not locally.

The Chairman reconvened the meeting in line with Standing Orders

2122-089

MINUTES

On a proposal by the Cllr. Down, seconded by Cllr. Andrew, the minutes of the Parish Council meeting held on 4th August 2021 were adopted as a correct record of the meeting and signed by the Chairman.

To consider progress on the Action List since the last meeting:

- a) A further email would be sent to Steve Tucker on the highway issues.
- b) The car park signage had been ordered subject to a decision on the colourway. It was **Agreed** that the wording should be white on a 'Devon Green' background.
- c) Cllr. Andrews was still waiting for his weed spraying training.
- d) The 'ownership' of the trees on the boundary of the playing field still had to be determined. Cllr. Andrews had experienced difficulty in obtaining plans which would determine exactly where the boundary was and
- e) Natwest Bank had still not sorted out the new signatories and the Chairman reported that his attempts to send his signature had not yet succeeded since he keeps getting the same email back again. The Clerk said that he should pass the Natwest email to him along with the scanned signature, and he would get it sorted out.
- f) Cllr. Andrews was working his way through the list of benches that needed refurbishing.
- g) Bill Graham was asked about the work that needed to be done on the Church Clock and he indicated that what was needed was a commitment to carry out the more extensive work which would cost somewhere between £1,800 and £2,000. He would send quotations for the work to the clerk, who would prepare a report for the next meeting.

Lapford Parish Council

Lapford Parish Council Meeting 1st September 2021

- h) The vacant new councillor positions had been filled at this meeting.
- i) The Clerk reported that the new Website had been put together and that the developer was currently putting content on to be able to publish it as soon as possible.
- j) The Chairman reported that the bin that was currently in the car park would be moved further down to be available for users of Lower Town Place.
- k) The Field Restoration Project would be progressed once the ownership matters were determined.

2122-090

COUNCIL ADVISORY GROUPS

a) Lapford Emergency Action Plan Committee

Cllr. Briant-Evans said that this was now a small group and needs some new blood as she was standing down now. The Clerk reminded those present that there would be a Webinar on Community Resilience on 27th September 2021 and he would circulate joining details closer to the event.

b) Regeneration Working Group

Cllr. Briant-Evans reported that this was currently dormant.

2122-091

FOOTPATHS

Emails had been received by the Chairman and Clerk complaining about the condition of a number of footpaths. Cllr. Lumsdon had volunteered on a one-off basis to take her hedge trimmer to address the worst affected footpath.

The Clerk would take the matter up with Cllr. Shapland, the current councillor responsible for footpaths and arrange for these matters to be reported to DCC and to offer help to complete the P3 grant claim for the year.

2122-092

PLANNING MATTERS

a) APPLICATIONS NOTIFIED

Reference	Location	Proposal
21/01599/CAT	Land at NGR 273063/108240 (Playing Fields) Church Close, Lapford	Notification of intention to remove 4 Ash branches and 2 Ash branches from hedgebank in a Conservation Area Supported

Lapford Parish Council

Lapford Parish Council Meeting 1st September 2021

b) APPLICATIONS AFTER THE AGENDA WAS ISSUED

21/01693/CAT	Graveyard Church of St Thomas of Canterbury Lapford	Notification of intention to reduce height of 8 Yew trees to 2.5m, remove ash trees in South West corner and maintenance work to trees and hedges on West and South boundaries Supported
21/01443/FULL	Land at NGR 273054 108706 (Clevelands) Rensey Lane Lapford	Conversion of agricultural building to dwelling Cllr. Down declared a personal interest and left the meeting for this application. Supported
21/01694/TPO	Graveyard Church of St Thomas of Canterbury Lapford	Application to crown lift 3 Sycamores and 1 Common Beech, protected by Tree Preservation Order 05/00003/TPO Supported

c) MID DEVON DISTRICT COUNCIL DECISIONS

None

d) APPEAL DECISION

The following appeal decision has been issued since the last meeting.

Reference	Location	Proposal
20/01155/HOUSE	3 Bridge Cottages, Lapford.	Retrospective application for a Garden Room, originally turned down by MDDC in July 2020. Appeal Allowed, Permission Granted.

2122-093 BANK RECONCILIATION

The 31st August 2021 Bank Reconciliation statement, was **Approved**.

2122-094 RECEIPTS & PAYMENTS TO DATE COMPARED TO BUDGET

The attached statement of Receipts and Payments compared to Budgets for the period from 1st April 2021 to 31st August 2021 was received.

Lapford Parish Council

Lapford Parish Council Meeting 1st September 2021

2122-095 RECEIPTS & PAYMENTS SCHEDULE

On a proposal by Cllr. Andrews, seconded by Cllr. Whittaker the invoices on the schedule below for the period since the last meeting, were unanimously **Approved**.

PAYMENTS

Payment to	Services	Amount £	Payment No.
2021/2022			
S. Hemsworth	Cleaning – September 2021	52.00	SO
1&1 Ionos	Email Access – September 2021	2.40	DD
BT Group	Telephone & Broadband September 2021	41.28	DD
Lapford Youth Playing Field Trust	October 2020 Insurance Premium Grant	186.20	212206
RJ Martin	Locum Clerk Services August 21	746.40	212207
Victory Hall	Room Hire	12.00	212207

RECEIPTS

Receipt from	Services	Amount £	Method
2021/2022			
None			

2122-096 CORRESPONDENCE AND NOTICES RECEIVED

To note the correspondence received for circulation and to resolve to action any matters arising as appropriate

None not already circulated.

2122-097 MATTERS RAISED BY THE CHAIR

None

2122-098 COUNCILLORS' REPORTS AND FUTURE AGENDA ITEMS

None

2122-099 DATE OF NEXT MEETING

The next meeting of Lapford Parish Council is scheduled for Wednesday 6th October 2021 at 7.30pm, in the Ark, Lapford. The deadline for agenda items is midday on the Friday two weeks preceding the meeting.

2122-100 EXCLUSION OF PRESS AND PUBLIC

It was **Resolved** that under section 1(2) of The Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from

Lapford Parish Council

Lapford Parish Council Meeting 1st September 2021

the meeting during consideration of items of business as publicity might be prejudicial to the public interest by reason of the confidential nature of the business to be transacted as it involves the likely disclosure of personnel, commercially sensitive or legal matters.

2122-101

CLOSE OF MEETING

The meeting closed at 9.45pm

Signed: Chairman

Date:

Lapford Parish Council
Action Grid October 2021

Date	Action	Responsibility	Resolved
April 21	Contact Steve Tucker over various Highways matters	Locum Clerk	Contact made and list forwarded
“	Seek quotations for carpark signage	Locum Clerk	Ready to be picked up
“	Weed Spraying	Cllr Andrews	Training to be organised
“	Provide a report re the trees along the Playing Field/Orchard Way boundary	Locum Clerk	Update needed
“	Update Parish Council bank signatories	Locum Clerk	Still awaiting confirmation from bank
“	Consider the sanding down & re-varnishing of benches	Cllr. Andrews	Being undertaken
“	Contact DCC to advise that the Council wishes to take part in the Road Warden scheme	Locum Clerk	Still awaiting further information
“	Further investigations into the problems with the Clock in the Church tower.	Mr B Graham	
May 21	To be written to the LERT team thanking them for their efforts	Cllr Heal	
“	Make the P3 PROW claim	Cllr Shapland	
June 21	Agendas & minutes on Website	Locum Clerk	Arranged
“	Website & Emails	Locum Clerk	Now Live, adjusting content
“	Litter Bins & Dog Waste Bins	Cllr. Neal	To investigate whether moved bins would be collected
July 21	Buildings at Risk	Locum Clerk	Nothing more heard
August 21	LYPFT – Field Restoration Project	LYPFT/Chairman/Clerk	Ownership matters to be resolved Joint Project Plan

2122-109

LAPFORD PARISH COUNCIL

BANK RECONCILIATION AS AT
30-Sep-21

		£	£
Bank Balances			
	NatWest	34,944.97	
	NS&I	20,798.89	
	Petty Cash	-	
			55,743.86
Uncleared Payments			
			-
TOTAL BALANCES			<u>55,743.86</u>
Balance at 1/4/2021	Current Account	20,137.28	
	NS&I	20,798.89	
	Petty Cash	198.45	
			41,134.62
Plus Receipts		28,696.62	
Less Payments		(14,087.38)	
			14,609.24
TOTAL BALANCES			<u>55,743.86</u>
Reconciliation			<u>-</u>



Account type: **BUSINESS CURRENT**
 Account number: **04515099**
 Sort code: **52-30-06**
 Account name: **SLA LAPFORD P C V**

Transactions

Date: **29th September 2021**

Your transactions

Showing: Last 1 month (4 weeks), All Transactions

Date	Type	Description	Paid in	Paid out	Balance
27 Sep 2021	D/D	BT GROUP PLC , GP00449335-000035	-	£41.28	£34,944.97
24 Sep 2021	DPC	WEBSITE & EMAILS , INV1033083 , VIA ONLINE - PYMT , FP 24/09/21 10 , 49170857302128000N	-	£523.00	£34,986.25
23 Sep 2021	D/D	1&1 INTERNET LTD. , V77374748-94448432	-	£2.40	£35,509.25
17 Sep 2021	DPC	KEN WHITE SIGNS , INV41069 , VIA ONLINE - PYMTB	-	£172.80	£35,511.65
17 Sep 2021	DPC	VICTORY HALL , LPC INVOICE 0361 , VIA ONLINE - PYMTB	-	£12.00	£35,684.45
7 Sep 2021	DPC	S BRIANT-EVANS , LERT MORRISONS , VIA ONLINE - PYMT , FP 07/09/21 10 , 39160030332795000N	-	£9.00	£35,696.45
7 Sep 2021	DPC	LYPFT GRANT , INSURANCE 2020 , VIA ONLINE - PYMT	-	£186.20	£35,705.45
6 Sep 2021	BAC	MDDC CREDITORS , REF - 00002	£10,356.71	-	£35,891.65
2 Sep 2021	DPC	R MARTIN INV378 , INVOICE 391 , VIA ONLINE - PYMTB, FP 02/09/21 10 , 17095822841410000N	-	£746.40	£25,534.94
2 Sep 2021	DPC	VICTORY HALL , LPC INVOICE 0350 , VIA ONLINE - PYMTB	-	£12.00	£26,281.34
1 Sep 2021	D/D	PENNON WATER SRVCS, 2144417301	-	£31.13	£26,293.34
1 Sep 2021	S/O	SUE HEMSWORTH , OC CLEANING , FP 01/09/21 30 , 63024722856973000N	-	£52.00	£26,324.47

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LAPFORD PARISH COUNCIL - CASH BOOK 2021/2022

Date	Cheque or Receipt	VAT Number	Payee	Description	Amount				Running Total
					Total £	VAT £	Dr £	Cr £	
01/04/2021			Balance b/f				-		(20,137.28)
02/03/2021	DPC		RJ Martin	Locum Clerk	247.50		247.50		(19,889.78)
01/04/2021	SO		Sue Hemsworth	Orchard Centre Cleaning	52.00		52.00		(19,837.78)
01/04/2021	DPC		RJ Martin	Locum Clerk	798.75		798.75		(19,039.03)
07/04/2021	DPC		Darren Clump	LERT	8.64		8.64		(19,030.39)
07/04/2021	DPC		Stacey Lumsdon	LERT	40.00		40.00		(18,990.39)
07/04/2021	DPC		Natasha Trendell	LERT	2.70		2.70		(18,987.69)
07/04/2021	DPC		Andrew Epstein	LERT	337.68		337.68		(18,650.01)
07/04/2021	DPC	291903881	WEP Fire Protection	Fire Equipment Inspection	24.00	4.00	20.00		(18,626.01)
07/04/2021	DPC		Rachel Clayburn	LERT	1.44		1.44		(18,624.57)
07/04/2021	DPC		Lorraine Kigongo	LERT	15.84		15.84		(18,608.73)
07/04/2021	DPC		Rachel Phillips	LERT	6.39		6.39		(18,602.34)
07/04/2021	DPC		AFJ Gater	LERT	18.00		18.00		(18,584.34)
07/04/2021	DD	752539027	1&1 Ionos	Email Access	2.40	0.40	2.00		(18,581.94)
12/04/2021	BACS		MDDC	Precept			-	10,356.71	(28,938.65)
12/04/2021	BACS	972098196	DALC	Subscription	245.02	28.02	217.00		(28,693.63)
13/04/2021	DPC	245719348	BT Group Ltd	Telephone & Broadband	41.28	6.88	34.40		(28,652.35)
21/04/2021	BACS		HMRC	VAT Refund			-	1,523.10	(30,175.45)
21/04/2021	DD		PWLB	Loan Repayment	2,249.63		2,249.63		(27,925.82)
01/05/2021	SO		Sue Hemsworth	Orchard Centre Cleaning	52.00		52.00		(27,873.82)
01/05/2021	DPC		RJ Martin	Locum Clerk	529.50		529.50		(27,344.32)
07/05/2021	DD	752539027	1&1 Ionos	Email Access	2.40	0.40	2.00		(27,341.92)
13/05/2021	DD	553769603	Southern Electric	Electricity	60.36	2.87	57.49		(27,281.56)
13/05/2021	DPC	245719348	BT Group Ltd	Telephone & Broadband	41.28	6.88	34.40		(27,240.28)
17/05/2021	BPC	140992855	Michelmores LLP	Legal Fees	1,140.00	190.00	950.00		(26,100.28)
01/06/2021	DPC		Community First	Insurance	477.60		477.60		(25,622.68)
01/06/2021	SO		Sue Hemsworth	Orchard Centre Cleaning	52.00		52.00		(25,570.68)
01/06/2021	DD	312692416	Pennon Water Services	Water Supply	33.01		33.01		(25,537.67)
02/06/2021	BACS		HMRC	VAT Refund			-	6,460.10	(31,997.77)
10/06/2021	BPC		Darren Clump	LERT	7.92		7.92		(31,989.85)
10/06/2021	BPC		K Wensley	LERT	7.20		7.20		(31,982.65)
26/04/2021	BPC		S Bragg	HOLD	154.00		154.00		(31,828.65)
10/06/2021	BPC		Rachel Clayburn	LERT	0.72		0.72		(31,827.93)
10/06/2021	BPC		Erika Osborne	LERT	7.20		7.20		(31,820.73)
10/06/2021	BPC		Stacey Lumsdon	LERT	30.00		30.00		(31,790.73)
10/06/2021	BPC		Melanie Bickell	Internal Audit	150.00		150.00		(31,640.73)
10/06/2021	BPC		S Sidebottom	LERT	0.72		0.72		(31,640.01)
10/06/2021	BPC		RJ Martin	Locum Clerk	799.50		799.50		(30,840.51)
10/06/2021	BPC		Natasha Trendell	LERT	2.70		2.70		(30,837.81)
11/06/2021	DD		ICO	Annual Fee	35.00		35.00		(30,802.81)
28/06/2021	DD	752539027	1&1 Ionos	Email Access	2.40	0.40	2.00		(30,800.41)
16/03/2021	BPC	106312070	South West Fixings	Fencing HOLD	309.71	51.62	258.09		(30,490.70)
28/06/2021	DD	245719348	BT Group Ltd	Telephone & Broadband	41.28	6.88	34.40		(30,449.42)
01/07/2021	SO		Sue Hemsworth	Orchard Centre Cleaning	52.00		52.00		(30,397.42)
08/07/2021	212203		Lapford Victory Hall	Room hire	16.00		16.00		(30,381.42)
08/07/2021	BPC		Church Green Cttee	Grant	1,300.00		1,300.00		(29,081.42)
08/07/2021	212203		NoonBright	LERT	33.84		33.84		(29,047.58)
08/07/2021	212203		RJ Martin	Locum Clerk	540.00		540.00		(28,507.58)
12/07/2021	BACS		NoonBright	Refund			-	33.84	(28,541.42)
22/07/2021	DD	553769603	Southern Electric	Electricity	61.20	2.91	58.29		(28,480.22)
23/07/2021	DD	752539027	1&1 Ionos	Email Access	2.40	0.40	2.00		(28,477.82)
27/07/2021	DPC	245719348	BT Group Ltd	Telephone & Broadband	41.28	6.88	34.40		(28,436.54)
01/08/2021	SO		Sue Hemsworth	Orchard Centre Cleaning	52.00		52.00		(28,384.54)
05/08/2021	212204		MDDC	Election Recharge	895.49		895.49		(27,489.05)
05/08/2021	212204	533549733	Cumbria Clock Company	Clock Inspection	198.00	33.00	165.00		(27,291.05)
05/08/2021	212204		RJ Martin	Locum Clerk	870.90		870.90		(26,420.15)
25/08/2021	DD	752539027	1&1 Ionos	Email Access	2.40	0.40	2.00		(26,417.75)
25/08/2021	DD	245719348	BT Group Ltd	Telephone & Broadband	41.28	6.88	34.40		(26,376.47)
01/09/2021	SO		Sue Hemsworth	Orchard Centre Cleaning	52.00		52.00		(26,324.47)
01/09/2021	DD		Pennon Water Services	Water Supply	31.13		31.13		(26,293.34)
02/09/2021	212207		Victory Hall	Room hire	12.00		12.00		(26,281.34)
02/09/2021	212207		RJ Martin	Locum Clerk	746.40		746.40		(25,534.94)
01/09/2021			MDDC	Precept			-	10,356.71	(35,891.65)
26/08/2021	212206		LYPFT	Grant	186.20		186.20		(35,705.45)
07/09/2021	DP		Sue Briant-Evans	LERT Expenses	9.00		9.00		(35,696.45)
17/09/2021	212208		Victory Hall	Room Hire	12.00		12.00		(35,684.45)
17/09/2021	212208	142434690	Ken White Signs	Car Park Signage	172.80	28.80	144.00		(35,511.65)
24/09/2021	DD	752539027	1&1 Ionos	Email Access	2.40	0.40	2.00		(35,509.25)
24/09/2021	212205		Narked Design	Website & Emails	523.00		523.00		(34,986.25)
27/09/2021	DD	245719348	BT Group Ltd	Telephone & Broadband	41.28	6.88	34.40		(34,944.97)

LAPFORD PARISH COUNCIL

RECEIPTS AND PAYMENTS ACCOUNT MONITOR

30-Sep-21

2020/2021 Actual £		2021/2022 Budget £	2021/2022 to date £	% of Budget £
	RECEIPTS			
19,713	Precept	20,713	20,713.42	100
-	Interest	36	-	-
4,973	Grants & Other Donations	100	-	-
-	Section 106 Income	-	-	-
-	PWLB Loan	-	-	-
-	VAT Receipts	50	7,983.20	-
24,686	TOTAL Receipts	20,899	28,696.62	137
	PAYMENTS			
	Administration			
-	External Audit	250	-	-
-	Internal Audit	15	150.00	1,000
35	ICO	40	35.00	88
2,762	Solicitors	-	950.00	-
-	Land Registry	-	-	-
507	Insurance	590	477.60	81
-	Elections	-	895.49	-
24	IT&C	50	12.00	24
-	Office Consumables	300	198.45	66
-	Refreshments	70	-	-
-	Postage	70	-	-
-	Venue Hire/Zoom	35	40.00	114
	Clerk & Councillors			
-	Clerk's Salary	3,606	4,532.55	126
-	NI	913	-	-
-	Clerk's Expenses	350	-	-
-	Councillor Expenses	100	-	-
-	Councillor Allowances	100	-	-
-	Training & Development	400	-	-
	Subscriptions			
275	DALC/NALC	255	217.00	85
-	SLCC	50	-	-
-	DCT	80	-	-
	Car Park			
-	Maintenance & Improvements	300	144.00	48
	Orchard Centre			
649	Cleaner	660	312.00	47
-	Cleaning Consumables	60	-	-
213	Electricity	350	115.78	33
158	Water	240	64.14	27
15	Maintenance & Improvements	300	20.00	7
389	Telephone & Broadband	640	206.40	32
	Telephone Kiosk			
-	Refurbishment	-	-	-
-	Maintenance	-	-	-

LAPFORD PARISH COUNCIL

RECEIPTS AND PAYMENTS ACCOUNT MONITOR

30-Sep-21

2020/2021 Actual £		2021/2022 Budget £	2021/2022 to date £	% of Budget £
	Defibrillator			
-	Installation	-	-	-
-	Maintenance & Consumables	200	-	-
	Community Website			
-	Development	-	523.00	-
-	Maintenance	400	-	-
	Maintenance - General			
-	Annual Inspections	500	-	-
165	Church Clock	290	165.00	57
-	DAA Lighting	130	-	-
300	Grass Cutting	660	-	-
-	Verge Cutting	235	-	-
21	Landscaping	100	-	-
-	Weed Spraying	-	-	-
-	Noticeboard	-	-	-
-	Church Green Gates	-	-	-
-	Outdoor Bench	-	-	-
	Public Rights of Way			
-	Maintenance & Improvements	150	-	-
	Emergency Planning			
-	Equipment	100	-	-
-	Booklet	-	-	-
-	Maintenance & Improvements	100	-	-
-	Training	-	-	-
	Grants Made			
1,459	Lapford Church Green	-	1,300.00	-
-	LYPFT	-	186.20	-
	COVID Emergency			
2,807	LERT Expenses	-	496.15	-
-	Equipment	-	-	-
	Section 137			
30	General Donations	1,000	-	-
-	Armistice Wreath	30	-	-
-	Litter Pick Refreshments	60	-	-
75	Highways Improvements	80	-	-
-	Fireworks Event	-	-	-
-	Armistice Event	-	-	-
-	Flags	-	-	-
-	Competition Prizes	-	-	-
	Lower Town Place - Capital Expenditure			
71,027	Site Costs Funded by Loan	-	412.09	-
	Loan Repayments			
4,499	PWLB Repayments	4,500	2,249.63	50
6,460	VAT Expenditure	50	384.90	
91,871	TOTAL EXPENDITURE	18,409	14,087.38	77

LAPFORD PARISH COUNCIL

RECEIPTS AND PAYMENTS ACCOUNT MONITOR

30-Sep-21

2020/2021 Actual £		2021/2022 Budget £	2021/2022 to date £	% of Budget £
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RESERVES

29,312	General Reserve		44,385	
	Earmarked Reserves			
200	Car Park Refurbishment		200	
200	Church Clock Overhaul		200	
1,305	Calor Gas Rural		1,305	
1,277	Transparency Code		1,277	
150	PROW		150	
4,744	PWLB		4,744	
3,946	Lower Town Place		3,483	
41,134			55,744	

Lapford Parish Council

Lapford Parish Council Meeting 1st September 2021

CONFIDENTIAL MINUTES

2122-102 MINUTES OF THE LAST MEETING

On a proposal by Cllr. Down, seconded by Cllr. Shapland, the minutes of Part 2 of the meeting on 7th July 2021 were **Approved**.

2122-103 OTHER CONFIDENTIAL MATTERS

There were none.

LAPFORD PARISH COUNCIL

5-YEAR BUDGET ANALYSIS

RECEIPTS AND PAYMENTS ACCOUNT

2020/2021			2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027
Actual			Revised	Draft	Draft	Draft	Draft	Draft
£			Budget	Budget	Budget	Budget	Budget	Budget
			£					
RECEIPTS								
19,713	Precept		20,713	20,713	20,713	20,713	20,713	20,713
4,973	Other Receipts		-	-	-	-	-	-
-	VAT Receipts		8,350	-	-	-	-	-
24,686	TOTAL RECEIPTS		29,063	20,713	20,713	20,713	20,713	20,713
PAYMENTS								
3,328	Administration		3,840	1,655	1,655	1,655	1,655	1,655
-	Staffing		8,500	7,200	7,200	7,200	7,200	7,200
-	Councillors		600	600	600	600	600	600
275	Subscriptions		220	220	220	220	220	220
-	Car Park		-	-	-	-	-	-
1,425	Orchard Centre		1,750	1,750	1,750	1,750	1,750	1,750
-	Telephone Kiosk		-	-	-	-	-	-
-	Defibrillator		200	200	200	200	200	200
-	Community Website		523	100	100	100	100	100
486	Maintenance - General		1,915	1,915	1,915	1,915	1,915	1,915
-	Public Rights of Way		150	150	150	150	150	150
-	Emergency Planning		200	200	200	200	200	200
1,459	Grants Made		1,490	1,300	1,300	1,300	1,300	1,300
2,807	COVID Emergency		490	-	-	-	-	-
-	Section 137		1,170	1,170	1,170	1,170	1,170	1,170
71,132	Lower Town Place		3,950	-	-	-	-	-
4,499	Loan Repayments		4,500	4,500	4,500	4,500	4,500	4,500
6,460	VAT Expenditure		500	-	-	-	-	-
91,871	TOTAL PAYMENTS		29,998	20,960	20,960	20,960	20,960	20,960
25,469	General Reserve	b/f	29,312	32,323	32,076	31,829	31,582	31,335
24,686	Receipts		29,063	20,713	20,713	20,713	20,713	20,713
(91,871)	Payments		(29,998)	(20,960)	(20,960)	(20,960)	(20,960)	(20,960)
71,027	Transfers		3,946					
29,312	c/f		32,323	32,076	31,829	31,582	31,335	31,088

LAPFORD PARISH COUNCIL

2022/2023 BUDGET ANALYSIS

2020/2021 Actual £		2021/2022 Budget £	2021/2022 Revised Budget £	2022/2023 Draft Budget £
	RECEIPTS			
19,713	Precept	20,713	20,713	20,713
-	Interest	36	-	-
4,973	Grants & Other Donations	100	-	-
-	Section 106 Income	-	-	-
-	PWLB Loan	-	-	-
-	VAT Receipts	50	8,350	-
24,686	TOTAL Receipts	20,899	29,063	20,713
	PAYMENTS			
	Administration			
-	External Audit	250	250	250
-	Internal Audit	15	150	150
35	ICO	40	35	35
2,762	Solicitors	-	950	-
-	Land Registry	-	-	-
507	Insurance	590	480	480
-	Elections	-	900	-
24	IT&C	50	535	200
-	Office Consumables	300	300	300
-	Refreshments	70	70	70
-	Postage	70	70	70
-	Venue Hire/Zoom	35	100	100
	Clerk & Councillors			
-	Clerk's Salary	3,606	8,500	7,200
-	NI	913	-	-
-	Clerk's Expenses	350	-	-
-	Councillor Expenses	100	100	100
-	Councillor Allowances	100	100	100
-	Training & Development	400	400	400
	Subscriptions			
275	DALC/NALC	255	220	220
-	SLCC	50	-	-
-	DCT	80	-	-
	Car Park			
-	Maintenance & Improvements	300	-	-
	Orchard Centre			
649	Cleaner	660	630	630
-	Cleaning Consumables	60	60	60
213	Electricity	350	280	280
158	Water	240	160	160
15	Maintenance & Improvements	300	200	200
389	Telephone & Broadband	640	420	420
	Telephone Kiosk			
-	Refurbishment	-	-	-
-	Maintenance	-	-	-

LAPFORD PARISH COUNCIL

2022/2023 BUDGET ANALYSIS

2020/2021 Actual £		2021/2022 Budget £	2021/2022 Revised Budget £	2022/2023 Draft Budget £
	Defibrillator			
-	Installation	-	-	-
-	Maintenance & Consumables	200	200	200
	Website			
-	Development	-	523	100
-	Maintenance	400	-	-
	Maintenance - General			
-	Annual Inspections	500	500	500
165	Church Clock	290	290	290
-	DAA Lighting	130	130	130
300	Grass Cutting	660	660	660
-	Verge Cutting	235	235	235
21	Landscaping	100	100	100
-	Weed Spraying	-	-	-
-	Noticeboard	-	-	-
-	Church Green Gates	-	-	-
-	Outdoor Bench	-	-	-
	Public Rights of Way			
-	Maintenance & Improvements	150	150	150
	Emergency Planning			
-	Equipment	100	100	100
-	Maintenance & Improvements	100	100	100
-	Training	-	-	-
	Grants Made			
1,459	Lapford Church Green	-	1,300	1,300
-	LYPFT	-	190	-
	COVID Emergency			
2,807	LERT Expenses	-	490	-
-	Equipment	-	-	-
	Section 137			
30	General Donations	1,000	1,000	1,000
-	Armistice Wreath	30	30	30
-	Litter Pick Refreshments	60	60	60
75	Highways Improvements	80	80	80
-	Fireworks Event	-	-	-
-	Armistice Event	-	-	-
-	Flags	-	-	-
-	Competition Prizes	-	-	-
	Lower Town Place - Capital Expenditure			
71,027	Site Costs Funded by Loan	-	3,950	-
	Loan Repayments			
4,499	PWLB Repayments	4,500	4,500	4,500
6,460	VAT Expenditure	50	500	-
91,871	TOTAL EXPENDITURE	18,409	29,998	20,960

LAPFORD PARISH COUNCIL

2022/2023 BUDGET ANALYSIS

2020/2021 Actual £		2021/2022 Budget £	2021/2022 Revised Budget £	2022/2023 Draft Budget £
RESERVES				
<u>Movements in Year</u>				
108,319	Balance b/f		41,134	40,199
24,686	Receipts		29,063	20,713
(91,871)	Payments		(29,998)	(20,960)
41,134	TOTAL		40,199	39,952
<u>Balances</u>				
29,312	General Reserve		32,323	32,076
<u>Earmarked Reserves</u>				
200	Car Park Refurbishment		200	200
200	Church Clock Overhaul		200	200
1,305	Calor Gas Rural		1,305	1,305
1,277	Transparency Code		1,277	1,277
150	PROW		150	150
4,744	PWLB		4,744	4,744
3,946	Lower Town Place		-	-
41,134			40,199	39,952