

MINUTES OF A MEETING OF TADLEY TOWN COUNCIL HELD IN THE TOWN COUNCIL OFFICES, FRANKLIN AVENUE, TADLEY AT 7.30PM ON 2 JULY 2018

Present: Cllrs Bower, Burdett, Dines, Flahive, Flake, Hankinson, Leeks, Lovegrove, Moss, Mullan, Page (Chairman) and Slimin

In Attendance: Clerk, County Cllr Mellor, Borough Cllrs Bound and Richards.

1. APOLOGIES

Received and accepted from Cllrs Broad, Delaney, Russell and Whittle.

2. DECLARATIONS OF INTEREST & DISPENSATION REQUESTS

There were no declarations of interest or dispensation requests.

3. MINUTES

19/19FC It was

RESOLVED (12/0/0) to receive and confirm the accuracy of the minutes of the meeting held 8 May 2018.

4. OPEN FORUM

There was no requirement for an open forum.

5. CHAIRMAN AND VICE-CHAIRMAN'S REPORTS

Chairman - On Sunday 3 June, in the company of Cllrs Slimin and Moss, attended the Tadley Treacle Fair. On Wednesday 6th of June attended the Transport Forum at Basingstoke & Deane Borough Council offices where again possible changes to concessionary bus fares was discussed. On Thursday 14 June in the company of the Clerk, attended the Annual Parish Conference. On Monday 25 June I attend the Armed Forces Day Flag Raising ceremony at Basingstoke & Deane Borough Council.

Vice Chairman – Reminded Cllrs that the next LLC meeting at AWE takes place on Wednesday 4 July and asked if they had any questions to raise. Also highlighted to the non-members of Highways & Planning that there is going to be an application coming in soon for extensions to the golf club buildings and also a small housing development on the same site.

6. ACCOUNTS

20/19FC It was

RESOLVED (12/0/0) to receive and sign a statement of receipts and payments for the months of May and June 2018.

The Internal Auditor's final report and subsequent proposed action plan was received.

21/19FC It was

RESOLVED (12/0/0) to note the report and take action as detailed in the attached.

7. ELECTRIC CAR CHARGING POINTS

Pod-Point are to install the points on the 21 August. Awaiting confirmation of 75% grant funding from the Office for Low Emission.

22/19FC It was
RESOLVED (12/0/0) to meet the £1582.50 deficit in funding.

8. COMMITTEES

23/19FC It was
RESOLVED (12/0/0) to accept the recommendation **4/19HP** to accept the quotation of £15966 from Rocon.

24/19FC It was
RESOLVED (12/0/0) to receive and approve the reports of the Highways and Planning Committee held on 29 May and 25 June 2018.

25/19FC It was
RESOLVED (12/0/0) to receive and approve the report of the Finance & General Purposes Committee held on the 11 June 2018. Reserves were reviewed as attached.

26/19FC It was
RESOLVED (12/0/0) to receive and approve the report of the Recreation & Leisure Committee held on 14 May 2018.

9. REPORTS

County Cllr Mellor reported: Road repair works are to start next week on the A340 in Tadley, the B3051 at Ashford Hill and Little London Road. A successful trial of electric vehicle charge points had been carried out in Gosport, Hampshire County Council have now granted Basingstoke & Deane Borough Council some funding for this. £140 million savings need to be made over the next 2 years however £80 million needs to be found for adult social care. Highways will not be subject to any reduction in funding. Some pot hole repairs have melted during the current hot weather. It has been found that patching does not work well with anti-skid surfaces. Urges everyone to respond to the Consultation on Proposals to Change Street Lighting, Supported Passenger Transport Services and the Concessionary Travel Scheme. Trials of 20mph speed limits in residential areas are to be discontinued as they have minimal positive impact.

Borough Cllr Bound reported: A recent Development Control Committee meeting had passed the planning application for a bungalow in Heath End Road despite the Office for Nuclear Regulation advising against approval. Changes are to be made to the outline planning permission for Manydown and Urban & Civic have been chosen as the preferred partners for this. More vandalism to the safety surfacing at Wigmore Park play area has occurred. There has been some anti-social behaviour in Plantation and Furze Roads with eggs and water bombs being thrown at properties. Photographs of the perpetrators have been passed to the local police. An Emergency Planning meeting at Basingstoke & Deane Borough Council had been poorly attended with only 4 Councillors in attendance. Attended a Community & Environment Partnership meeting where the future of the ice rink was discussed. Will be attending a planning enforcement briefing later this month.

Borough Cllr Leeks reported: Elected to serve on the Licencing, Development Control and Audit & Accounts Committees. A recent Development Control Committee meeting lasted for 6 hours.

Borough Cllr Richards reported: Air quality monitoring has recently been carried out in Basingstoke which found levels near the Black Dam roundabout were above acceptable levels. Monitoring is to continue.

Cllr Slimin reported: Barlows Park AGM took place last week and she was re-elected as Chair. Tadley Citizen Advice held a Volunteer Recruitment Fair on 30 June which was not well attended. The Town Council had a stand at the event and a couple of people showed an interest in becoming volunteer litter pickers but there was little interest from anyone in becoming a Councillor.

Cllr Moss reported: Tadley & District Community Association are still seeking funding for refurbishment of their toilets. The second youth worker has now left.

The meeting closed at 8.22pm.

Signed:

Dated: 3 September 2018

Date: 04/06/2018
Time: 10:26:00

Tadley Town Council
Unreconciled Payments

Page: 1

Date From: 01/01/1980
Date To: 31/12/2019

Bank From: 1200
Bank To: 1200

Transaction From: 1
Transaction To: 99,999,999

Bank: 1200 Bank Account Name: Bank Current Account Currency: Pound Sterling

No	Type	Date	Ref	Details	Amount £
15083	PP	21/05/2018	DD	Purchase Payment	7.15
15104	BP	19/06/2018	DD	PAYE May	1,097.47
Total £					<u>1,104.62</u>

BANK RECONCILIATION		
Bank Statement Balance	PREMIUM ACCOUNT	52238.55
Bank Statement Balance	CURRENT ACCOUNT	5500.00
	Less uncleared payments	1104.62
	TRUE BANK BALANCE	56633.93
Sage Accounts	PREMIUM ACCOUNT	52238.55
Sage Accounts	CURRENT ACCOUNT	4395.38
	TOTAL ON BALANCE SHEET	56633.93

Date: 04/06/2018
Time: 10:26:55

Tadley Town Council
Day Books: Bank Payments (Detailed)

Page: 1

Date From: 01/05/2018
Date To: 31/05/2018

Bank From: 1200
Bank To: 1200

Transaction From: 1
Transaction To: 99,999,999

N/C From:
N/C To: 99999999

Dept From: 0
Dept To: 999

Bank: 1200 Currency: Pound Sterling

No	Type	N/C	Date	Ref	Details	Dept	Net £	Tax £	T/C	Gross £	V	B	Bank Rec. Date	
15014	BP	2210	21/05/2018	DD	PAYE April	0	1,051.55	0.00	T9	1,051.55	-	R	31/05/2018	
15102	BP	2220	25/05/2018	DD	Net wages May	0	3,621.14	0.00	T9	3,621.14	-	R	31/05/2018	
15103	BP	2230	25/05/2018	DD	Pension May	0	1,271.06	0.00	T9	1,271.06	-	R	31/05/2018	
Totals							£	<u>5,943.75</u>			<u>0.00</u>		<u>5,943.75</u>	

Date: 04/06/2018
 Time: 10:28:38

Tadley Town Council
Day Books: Supplier Invoices (Detailed)

Page: 1

Date From: 01/05/2018
 Date To: 31/05/2018

Supplier From:
 Supplier To: ZZZZZZZZ

Transaction From: 1
 Transaction To: 99,999,999

N/C From:
 N/C To: 99999999

Dept From: 0
 Dept To: 999

<u>Tran No.</u>	<u>Type</u>	<u>Date</u>	<u>A/C Ref</u>	<u>N/C</u>	<u>Inv Ref</u>	<u>Dept</u>	<u>Details</u>	<u>Net Amount</u>	<u>Tax Amount</u>	<u>T/C</u>	<u>Gross Amount</u>	<u>V</u>	<u>B</u>
15051	PI	03/05/2018	F5	7300	090750	0	UK Fuels	47.69	9.54	T1	57.23	N	-
15055	PI	03/05/2018	M4	7805	2232	0	M&C Landscapes	509.71	101.94	T1	611.65	N	-
15056	PI	03/05/2018	M4	7891	2232	0	M&C Landscapes	592.28	118.46	T1	710.74	N	-
15057	PI	03/05/2018	M4	8293	2232	0	M&C Landscapes	142.14	28.42	T1	170.56	N	-
15059	PI	01/05/2018	M4	7803	SO	0	M&C Landscapes	459.17	91.83	T1	551.00	N	-
15060	PI	01/05/2018	B1	7106	DD	0	BDBC	66.00	0.00	T0	66.00	N	-
15061	PI	03/05/2018	O1	7502	DD	0	Orange	3.46	0.69	T1	4.15	N	-
15065	PI	04/05/2018	K2	7802	3022	0	Kings DIY	19.15	3.83	T1	22.98	N	-
15067	PI	04/05/2018	L9	7901	2515312	0	Lloyds	5.00	0.00	T0	5.00	N	-
15069	PI	08/05/2018	M7	7502	860065	0	Mainstream	47.22	9.45	T1	56.67	N	-
15070	PI	08/05/2018	M7	7502	860066	0	Mainstream	34.54	6.91	T1	41.45	N	-
15072	PI	08/05/2018	V3	7804	1781	0	Vitaplay	6,693.00	1,338.60	T1	8,031.60	N	-
15074	PI	09/05/2018	S5	7502	0751947	0	Spitfire	15.00	3.00	T1	18.00	N	-
15076	PI	09/05/2018	G2	7601	12/661	0	Do The Numbers	750.00	0.00	T0	750.00	N	-
15080	PI	10/05/2018	F5	7300	990815	0	UK Fuels	45.77	9.15	T1	54.92	N	-
15082	PI	10/05/2018	C18	7102	9999962	0	Thames Water	7.15	0.00	T0	7.15	N	-
15087	PI	12/05/2018	C18	7102	3210011	0	Castle Water	20.65	0.00	T0	20.65	N	-
15090	PI	14/05/2018	P2	7500	18004	0	Personalised Print	283.00	0.00	T0	283.00	N	-
15092	PI	14/05/2018	T8	7603	495	0	4SquareIT (domain reg)	60.00	0.00	T0	60.00	N	-
15094	PI	15/05/2018	G10	7502	1242147	0	Gradwell	35.00	7.00	T1	42.00	N	-
15107	PI	18/05/2018	M11	7831	MDA810	0	Martin Dobson	1,300.00	260.00	T1	1,560.00	N	-
15109	PI	21/05/2018	B13	7831	144	0	Berks & Hants Tree	85.00	0.00	T0	85.00	N	-
15113	PI	22/05/2018	A5	8202	9330052	0	Arco	67.99	13.60	T1	81.59	N	-
15117	PI	23/05/2018	A5	8202	9330177	0	Arco	36.47	7.29	T1	43.76	N	-
15119	PI	24/05/2018	T7	7301	112850	0	Tadley Tyre Service	64.95	12.99	T1	77.94	N	-
15122	PI	25/05/2018	E3	7503	83205	0	Elmdale Maintenance	14.75	2.95	T1	17.70	N	-
15125	PI	30/05/2018	H7	7830	14180	0	Hanging Garden	630.00	126.00	T1	756.00	N	-
15127	PI	31/05/2018	T9	7406	3717	0	Triangle Cleaning	64.00	12.80	T1	76.80	N	-
15221	PI	08/05/2018	S4	7603	332331	0	SGW Payroll	57.40	11.48	T1	68.88	N	-
15223	PI	28/05/2018	V2	7801	8801113	0	Veolia	30.77	6.15	T1	36.92	N	-
<u>Totals</u>								<u>12,187.26</u>	<u>2,182.08</u>		<u>14,369.34</u>		

Date: 04/06/2018
Time: 10:29:17

Tadley Town Council
Nominal Activity

Page: 1

Date From: 01/05/2018
Date To: 31/05/2018

N/C From: 1200
N/C To: 1230

Transaction From: 1
Transaction To: 99,999,999

N/C: 1200 Name: Bank Current Account Account Balance: 4,395.38 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
15014	BP	21/05/2018	1200	DD	PAYE April	0	T9	1,051.55		1,051.55	-	R
15052	PP	09/05/2018	F5	DD	Purchase Payment	0	T1	57.23		57.23	-	R
15058	PP	03/05/2018	M4	BACS	Purchase Payment	0	T1	1,308.44		1,308.44	-	R
15062	PP	01/05/2018	M4	SO	Purchase Payment	0	T1	551.00		551.00	-	R
15063	PP	01/05/2018	B1	DD	Purchase Payment	0	T1	66.00		66.00	-	R
15064	PP	14/05/2018	O1	DD	Purchase Payment	0	T1	4.15		4.15	-	R
15066	PP	04/05/2018	K2	BACS	Purchase Payment	0	T1	22.98		22.98	-	R
15068	PP	28/05/2018	L9	DD	Purchase Payment	0	T1	5.00		5.00	-	R
15071	PP	14/05/2018	M7	DD	Purchase Payment	0	T1	98.12		98.12	-	R
15073	PP	08/05/2018	V3	BACS	Purchase Payment	0	T1	8,031.60		8,031.60	-	R
15075	PP	22/05/2018	S5	DD	Purchase Payment	0	T1	18.00		18.00	-	R
15077	PP	09/05/2018	G2	BACS	Purchase Payment	0	T1	750.00		750.00	-	R
15078	JC	09/05/2018	1200	TRANS	Bank Transfer	0	T1	90,000.00		90,000.00	N	R
15081	PP	16/05/2018	F5	DD	Purchase Payment	0	T1	54.92		54.92	-	R
15083	PP	21/05/2018	C18	DD	Purchase Payment	0	T1	7.15		7.15	-	N
15088	PP	25/05/2018	C18	DD	Purchase Payment	0	T1	20.65		20.65	-	R
15091	PP	14/05/2018	P2	BACS	Purchase Payment	0	T1	283.00		283.00	-	R
15093	PP	14/05/2018	T8	BACS	Purchase Payment	0	T1	60.00		60.00	-	R
15095	PP	15/05/2018	G10	DD	Purchase Payment	0	T1	42.00		42.00	-	R
15102	BP	25/05/2018	1200	DD	Net wages May	0	T9	3,621.14		3,621.14	-	R
15103	BP	25/05/2018	1200	DD	Pension May	0	T9	1,271.06		1,271.06	-	R
15108	PP	18/05/2018	M11	BACS	Purchase Payment	0	T1	1,560.00		1,560.00	-	R
15110	PP	21/05/2018	B13	BACS	Purchase Payment	0	T1	84.00		84.00	-	R
15114	PP	23/05/2018	A5	BACS	Purchase Payment	0	T1	81.59		81.59	-	R
15118	PP	23/05/2018	A5	BACS	Purchase Payment	0	T1	43.76		43.76	-	R
15120	PP	24/05/2018	T7	BACS	Purchase Payment	0	T1	77.94		77.94	-	R
15123	PP	25/05/2018	E3	BACS	Purchase Payment	0	T1	17.70		17.70	-	R
15126	PP	30/05/2018	H7	BACS	Purchase Payment	0	T1	756.00		756.00	-	R
15128	PP	31/05/2018	T9	BACS	Purchase Payment	0	T1	76.80		76.80	-	R
15129	JC	08/05/2018	1200	TRANS	Bank Transfer	0	T1	59.99		59.99	N	R
15213	JC	31/05/2018	1200	TRANS	Bank Transfer	0	T1	84,838.53		84,838.53	N	R
15216	JD	31/05/2018	1200	TRANS	Bank Transfer	0	T1	195,243.34	195,243.34		N	R
15219	PP	03/05/2018	M4	BACS	Purchase Payment	0	T1	184.51		184.51	-	R
15220	PP	21/05/2018	B13	BACS	Purchase Payment	0	T1	1.00		1.00	-	R
15222	PP	08/05/2018	S4	DD	Purchase Payment	0	T1	68.88		68.88	-	R
15224	PP	28/05/2018	V2	DD	Purchase Payment	0	T1	36.92		36.92	-	R

Totals: 195,243.34 195,211.61

History Balance: 31.73

Date: 04/06/2018
Time: 10:29:17

Tadley Town Council
Nominal Activity

Page: 2

N/C: 1210 Name: Bank Deposit Account Account Balance: 52,238.55 DR

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Account</u>	<u>Ref</u>	<u>Details</u>	<u>Dept</u>	<u>T/C</u>	<u>Value</u>	<u>Debit</u>	<u>Credit</u>	<u>V</u>	<u>B</u>
15084	BR	10/05/2018	1210	500348	Memorial Hunter	0	T0	130.00	130.00		N	R
15089	BR	14/05/2018	1210	500349	Burial Plumb	0	T0	143.00	143.00		N	R
15105	BR	18/05/2018	1210	500350	Burial Tuck	0	T0	140.00	140.00		N	R
15106	BR	18/05/2018	1210	500350	Burial Phipps	0	T0	140.00	140.00		N	R
15111	BR	21/05/2018	1210	500352	Burial Godfrey	0	T0	70.00	70.00		N	R
15112	SR	25/05/2018	G1		Sales Receipt	0	T1	70.00	70.00		-	R
15121	BR	24/05/2018	1210	500352	Memorial Caithness	0	T0	49.00	49.00		N	R
15124	BR	29/05/2018	1210	500353	Memorial Hewson	0	T0	49.00	49.00		N	R
15214	JD	31/05/2018	1210	TRANS	Bank Transfer	0	T1	84,838.53	84,838.53		N	R
15215	JC	31/05/2018	1210	TRANS	Bank Transfer	0	T1	195,243.34		195,243.34	N	R
15217	SR	31/05/2018	G1		Sales Receipt	0	T1	75.00	75.00		-	R
15218	BR	08/05/2018	1210		Bank interest	0	T0	3.45	3.45		N	R
Totals:									85,707.98	195,243.34		
History Balance:										109,535.36		

N/C: 1220 Name: Investment Account Account Balance: 50,000.00 DR

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Account</u>	<u>Ref</u>	<u>Details</u>	<u>Dept</u>	<u>T/C</u>	<u>Value</u>	<u>Debit</u>	<u>Credit</u>	<u>V</u>	<u>B</u>
**** No Transactions ****												

N/C: 1221 Name: Public Sector Deposit Fund Account Balance: 220,000.00 DR

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Account</u>	<u>Ref</u>	<u>Details</u>	<u>Dept</u>	<u>T/C</u>	<u>Value</u>	<u>Debit</u>	<u>Credit</u>	<u>V</u>	<u>B</u>
15079	JD	09/05/2018	1221	TRANS	Bank Transfer	0	T1	90,000.00	90,000.00		N	N
Totals:									90,000.00			
History Balance:									90,000.00			

N/C: 1230 Name: Credit Card Account Balance: 111.85 CR

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Account</u>	<u>Ref</u>	<u>Details</u>	<u>Dept</u>	<u>T/C</u>	<u>Value</u>	<u>Debit</u>	<u>Credit</u>	<u>V</u>	<u>B</u>
15130	JD	08/05/2018	1230	TRANS	Bank Transfer	0	T1	59.99	59.99		N	R
Totals:									59.99			
History Balance:									59.99			

Date: 02/07/2018
Time: 09:18:46

Tadley Town Council
Unreconciled Payments

Page: 1

Date From: 01/01/1980
Date To: 31/12/2019

Bank From: 1200
Bank To: 1200

Transaction From: 1
Transaction To: 99,999,999

Bank: 1200 Bank Account Name: Bank Current Account Currency: Pound Sterling

No	Type	Date	Ref	Details	Amount	£
15083	PP	21/05/2018	DD	Purchase Payment	7.15	
15268	BP	20/07/2018	DD	PAYE June	1,074.62	
					Total	£
						<u>1,081.77</u>

BANK RECONCILIATION		
Bank Statement Balance	PREMIUM ACCOUNT	40336.79
Bank Statement Balance	CURRENT ACCOUNT	5500.00
	Less uncleared payments	1081.77
	TRUE BANK BALANCE	44755.02
Sage Accounts	PREMIUM ACCOUNT	40336.79
Sage Accounts	CURRENT ACCOUNT	4418.23
	TOTAL ON BALANCE SHEET	44755.02

Date: 02/07/2018

Time: 09:24:06

Tadley Town Council
Day Books: Bank Payments (Detailed)

Page: 1

Date From: 01/06/2018
Date To: 30/06/2018

Bank From: 1200
Bank To: 1200

Transaction From: 1
Transaction To: 99,999,999

N/C From:
N/C To: 99999999

Dept From: 0
Dept To: 999

Bank: 1200 Currency: Pound Sterling

No	Type	N/C	Date	Ref	Details	Dept	Net £	Tax £	T/C	Gross £	V	B	Bank Rec. Date	
15104	BP	2210	19/06/2018	DD	PAYE May	0	1,097.47	0.00	T9	1,097.47	-	R	30/06/2018	
15237	BP	8209	04/06/2018	37/18FGP	Tadley School PTA	0	1,720.00	0.00	T0	1,720.00	N	R	30/06/2018	
15266	BP	2220	28/06/2018	DD	Net wages June	0	3,588.91	0.00	T9	3,588.91	-	R	30/06/2018	
15267	BP	2230	28/06/2018	DD	Pension June	0	1,259.97	0.00	T9	1,259.97	-	R	30/06/2018	
15284	BP	7104	25/06/2018	163794	BHIB	0	777.00	0.00	T0	777.00	N	R	30/06/2018	
Totals							£	<u>8,443.35</u>	<u>0.00</u>		<u>8,443.35</u>			

Date: 02/07/2018
 Time: 09:28:38

Tadley Town Council
Day Books: Supplier Invoices (Detailed)

Page: 1

Date From: 01/06/2018
 Date To: 30/06/2018

Supplier From:
 Supplier To: ZZZZZZZZ

Transaction From: 1
 Transaction To: 99,999,999

N/C From:
 N/C To: 99999999

Dept From: 0
 Dept To: 999

<u>Tran No.</u>	<u>Type</u>	<u>Date</u>	<u>A/C Ref</u>	<u>N/C</u>	<u>Inv Ref</u>	<u>Dept</u>	<u>Details</u>	<u>Net Amount</u>	<u>Tax Amount</u>	<u>T/C</u>	<u>Gross Amount</u>	<u>V</u>	<u>B</u>
15225	PI	04/06/2018	S4	7603	334591	0	SGW Payroll	32.40	6.48	T1	38.88	N	-
15227	PI	04/06/2018	F5	7300	090999	0	UK Fuels	51.73	10.35	T1	62.08	N	-
15229	PI	04/06/2018	O1	7502	0127430	0	Orange	17.09	3.42	T1	20.51	N	-
15231	PI	04/06/2018	M4	7803	SO	0	M&C Landscapes	459.17	91.83	T1	551.00	N	-
15233	PI	01/06/2018	B1	7106	DD	0	BDBC	66.00	0.00	T0	66.00	N	-
15235	PI	04/06/2018	V2	7801	2734670	0	Veolia	53.02	10.60	T1	63.62	N	-
15239	PI	07/06/2018	M7	7502	868763	0	Mainstream Digital	0.98	0.20	T1	1.18	N	-
15245	PI	07/06/2018	F5	7300	091056	0	UK Fuels	75.26	15.05	T1	90.31	N	-
15247	PI	08/06/2018	S5	7502	SBS0758	0	Spitfire	15.00	3.00	T1	18.00	N	-
15249	PI	08/06/2018	L9	7901	2536213	0	Lloyds	5.00	0.00	T0	5.00	N	-
15251	PI	08/06/2018	B15	7102	2739092	0	Business Stream	24.56	4.91	T1	29.47	N	-
15253	PI	08/06/2018	K2	7802	3050	0	Kings DIY	41.77	8.35	T1	50.12	N	-
15255	PI	11/06/2018	M4	7805	2251	0	M&C Landscapes	509.71	101.94	T1	611.65	N	-
15256	PI	11/06/2018	M4	7891	2251	0	M&C Landscapes	1,184.56	236.91	T1	1,421.47	N	-
15257	PI	11/06/2018	M4	8293	2251	0	M&C Landscapes	142.14	28.43	T1	170.57	N	-
15269	PI	15/06/2018	S4	7603	336671	0	SGW Payroll	32.40	6.48	T1	38.88	N	-
15270	PI	15/06/2018	G10	7502	1247990	0	Gradwell	35.00	7.00	T1	42.00	N	-
15276	PI	19/06/2018	F4	5006	26166	0	Fenland Leisure	26.50	5.30	T1	31.80	N	-
15278	PI	21/06/2018	F5	7300	091160	0	UK Fuels	50.18	10.03	T1	60.21	N	-
15280	PI	21/06/2018	H1	7405	2754	0	HALC	40.00	8.00	T1	48.00	N	-
15282	PI	25/06/2018	Z1	7104	3237948	0	Zurich Municipal	618.74	0.00	T0	618.74	N	-
15285	PI	27/06/2018	E3	7503	83687	0	Elmdale Maintenance	18.30	3.66	T1	21.96	N	-
15290	PI	29/06/2018	L8	7804	28/6/18	0	Lawson	137.50	0.00	T0	137.50	N	-
15296	PI	29/06/2018	S15	7503	a810511	0	Siemens	150.09	30.01	T1	180.10	N	-
<u>Totals</u>								<u>3,787.10</u>	<u>591.95</u>		<u>4,379.05</u>		

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Date From: 01/06/2018
 Date To: 30/06/2018

N/C From: 1200
 N/C To: 1230

Transaction From: 1
 Transaction To: 99,999,999

N/C: 1200 Name: Bank Current Account Account Balance: 4,418.23 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
15104	BP	19/06/2018	1200	DD	PAYE May	0	T9	1,097.47		1,097.47	-	R
15226	PP	04/06/2018	S4	DD	Purchase Payment	0	T1	38.88		38.88	-	R
15228	PP	06/06/2018	F5	DD	Purchase Payment	0	T1	62.08		62.08	-	R
15230	PP	14/06/2018	O1	DD	Purchase Payment	0	T1	20.51		20.51	-	R
15232	PP	01/06/2018	M4	SO	Purchase Payment	0	T1	551.00		551.00	-	R
15234	PP	01/06/2018	B1	DD	Purchase Payment	0	T1	66.00		66.00	-	R
15236	PP	28/06/2018	V2	DD	Purchase Payment	0	T1	63.62		63.62	-	R
15237	BP	04/06/2018	1200	37/18FGP	Tadley School PTA	0	T0	1,720.00		1,720.00	N	R
15240	PP	14/06/2018	M7	DD	Purchase Payment	0	T1	1.18		1.18	-	R
15242	JC	04/06/2018	1200	TRANS	Bank Transfer	0	T1	111.85		111.85	N	R
15246	PP	13/06/2018	F5	DD	Purchase Payment	0	T1	90.31		90.31	-	R
15248	PP	21/06/2018	S5	DD	Purchase Payment	0	T1	18.00		18.00	-	R
15250	PP	28/06/2018	L9	DD	Purchase Payment	0	T1	5.00		5.00	-	R
15252	PP	15/06/2018	B15	DD	Purchase Payment	0	T1	29.47		29.47	-	R
15254	PP	08/06/2018	K2	DD	Purchase Payment	0	T1	50.12		50.12	-	R
15258	PP	11/06/2018	M4	BACS	Purchase Payment	0	T1	2,203.69		2,203.69	-	R
15266	BP	28/06/2018	1200	DD	Net wages June	0	T9	3,588.91		3,588.91	-	R
15267	BP	28/06/2018	1200	DD	Pension June	0	T9	1,259.97		1,259.97	-	R
15271	PP	28/06/2018	S4	DD	Purchase Payment	0	T1	38.88		38.88	-	R
15272	PP	28/06/2018	G10	DD	Purchase Payment	0	T1	42.00		42.00	-	R
15277	PP	19/06/2018	F4	BACS	Purchase Payment	0	T1	31.80		31.80	-	R
15279	PP	27/06/2018	F5	DD	Purchase Payment	0	T1	60.21		60.21	-	R
15281	PP	21/06/2018	H1	BACS	Purchase Payment	0	T1	48.00		48.00	-	R
15283	PP	25/06/2018	Z1	BACS	Purchase Payment	0	T1	618.74		618.74	-	R
15284	BP	25/06/2018	1200	163794	BHIB	0	T0	777.00		777.00	N	R
15286	PP	27/06/2018	E3	BACS	Purchase Payment	0	T1	21.96		21.96	-	R
15291	PP	29/06/2018	L8	BACS	Purchase Payment	0	T1	137.50		137.50	-	R
15295	JD	30/06/2018	1200	TRANS	Bank Transfer	0	T1	12,934.25	12,934.25			N R
15297	PP	29/06/2018	S15	BACS	Purchase Payment	0	T1	180.10		180.10	-	R
Totals:									12,934.25	12,934.25		
History Balance:												

N/C: 1210 Name: Bank Deposit Account Account Balance: 40,336.79 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
15238	BR	01/06/2018	1210	500354	Memorial Arnett	0	T0	130.00	130.00			N R
15241	SR	11/06/2018	G1		Sales Receipt	0	T1	136.00	136.00			- R
15244	BR	07/06/2018	1210	500355	Burial Casey	0	T0	143.00	143.00			N R
15259	BR	11/06/2018	1210	500536	Memorial Norris	0	T0	49.00	49.00			N R
15273	BR	19/06/2018	1210	500357	Burial Sheldon	0	T0	286.00	286.00			N R
15289	BR	11/06/2018	1210		Bank interest	0	T0	2.49	2.49			N R
15292	BR	29/06/2018	1210	500358	Memorial Ridout	0	T0	213.00	213.00			N R
15293	BR	29/06/2018	1210	500358	Memorial Cripps	0	T0	73.00	73.00			N R
15294	JC	30/06/2018	1210	TRANS	Bank Transfer	0	T1	12,934.25		12,934.25		N R
Totals:									1,032.49	12,934.25		
History Balance:									11,901.76			

N/C: 1220 Name: Investment Account Account Balance: 50,000.00 DR

No	Type	Date	Account	Ref	Details	Dept	T/C	Value	Debit	Credit	V	B
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**** No Transactions ****

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N/C: 1221 Name: Public Sector Deposit Fund Account Balance: 220,000.00 DR

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Account</u>	<u>Ref</u>	<u>Details</u>	<u>Dept</u>	<u>T/C</u>	<u>Value</u>	<u>Debit</u>	<u>Credit</u>	<u>V</u>	<u>B</u>
**** No Transactions ***												

N/C: 1230 Name: Credit Card Account Balance: 22.37 CR

<u>No</u>	<u>Type</u>	<u>Date</u>	<u>Account</u>	<u>Ref</u>	<u>Details</u>	<u>Dept</u>	<u>T/C</u>	<u>Value</u>	<u>Debit</u>	<u>Credit</u>	<u>V</u>	<u>B</u>
15243	JD	04/06/2018	1230	TRANS	Bank Transfer	0	T1	111.85	111.85		N	N
15288	CP	20/06/2018	1230	CC	Amazon (Choice Stationery	0	T1	22.37		22.37	N	N
									Totals:	111.85	22.37	
									History Balance:	89.48		

CONTROL AREA	ISSUE	RECOMMENDED ACTION	ACTION TAKEN
Reserves	The current guidance is clear that all earmarked reserves should have a specific location, a defined completion date a minuted total final cost after which the reserve is zero.	The earmarked reserves of TTC do not meet the current guidance. Projects should be brought forward to make good use of the money collected from taxpayers.	Members have reviewed the validity of all earmarked reserves and defined locations, completion dates and costs.
General Reserves	The general reserves of the council (after accounting for earmarked) remains above the best practice amount of 3-6 months.	Parish councils do not have the power to hold savings. Precepted amount should be utilised for the benefit of residents.	Members have reviewed the validity of the general reserves and have identified projects.
GPC	The council has elections in less than a year where it may be possible to regain GPC status which will be of benefit to the town.	Members should work with the community to ensure that the elections next year are a success.	Clerk and members to ensure wide publicity of 2019 parish elections.
Bank Statements	At the time of the final audit visit, the bank statements were with a member for checking.	Bank statements and other Council documents should not leave the office. Members should come into the office to approve and check them.	Banks statements to not leave the office.
Leases	The council has two tenancies with local charities which expire in 2019 and 2021	To ensure continuity, the process of renewing the leases should commence without delay.	Solicitors to be instructed.
Transparency Code	The council website covers the majority of the required information, but approval dates on documents are not always consistent with the minutes.	When documents are re-approved, the date should be noted on the website.	Documents now dated.
GDPR	On the council website are various lists – for the emergency plan and local groups – which list private emails of local people.	Wherever possible, only organisational email addresses should be used and in all cases, explicit consent sought.	All personal email addresses removed or explicit consent obtained.
MUGA	It would appear that usage of the MUGA is lower than similar facilities operated by other councils. This is a loss of both revenue and engagement for the council.	It may be worth looking into getting multi use lines painted on the facility to encourage both formal and informal users.	Multi use lines painted on the facility.

REVIEW OF RESERVES JUNE 2018

	Current reserves	Total cost	Location	Completion date	Reason for precepting	Proposed reserves
Earmarked Reserves						
Equipment, vehicles and tools	15000	20000	Office and garage	Laptop every 3 years 2020, vehicle every 10 years 2018	Forward planning	5000
Play area refurbishment	55000	100000	Play areas x 3, and equipment at the Common	Rolling programme	Forward planning	35000
Path from Franklin Ave to Old County Bounday		16000		2018		16000
Election costs	15000	15000		Ongoing	Forward planning	15000
Contingency				Ongoing	Emergencies	20000
Replacement of wood with recycled material on benches				March 2019	Maintenance	3,000
New website				March 2019	Maintenance	5000
Panels bus shelters				March 2019	Maintenance	10000
Bus service subsidy				Ongoing	Forward planning	5000
Increase grants budget				March 2019	Forward planning	11436