



Rushmere St. Andrew Parish Council

www.rushmerestandrew.onesuffolk.net

"Seek The Common Good"



Minutes of the Annual Parish Council meeting held on 11th May 2017 at TOWER HALL – BROADLANDS WAY at 7.30pm

CHAIRMAN: P Richings Esq.

PRESENT: Mrs M Brown, Miss A Cracknell, Ms C Evans, Mr D Francis, Mrs C Gower,
Mr M Newton, Mr R Nunn, Mrs B Richardson-Todd, Mr P Richings, Mr B Ward,
Mr J Westrup, Mr R Whiting, Mr J Wright

APOLOGIES: Mrs S Todd (holiday).
District Cllr Deborah Dean (Work commitments)

CLERK: Mr M R Bentley, Mrs S Stannard-Asst Clerk

ALSO PRESENT: Members of the public = 0,

1. ELECTION OF THE CHAIRMAN OF THE PARISH COUNCIL & signing of Declaration of Acceptance of Office of Chairman

Mr Richings asked for nominations for Chairman of the Parish Council for the forthcoming year.

Mr Wright nominated Mr Richings and was seconded by Mr Nunn. There were no other nominations. Mr Richings was duly elected unopposed as Chairman – Resolved: Carried with all in favour.

Mr Richings then signed the Chairman's Acceptance of Office form, witnessed by the Clerk.

2. APOLOGIES, APPROVAL OF ABSENCE, PROTOCOL & CONDUCT REMINDERS

The Chairman read out a statement on the Code of Conduct, protocol for debate and statutory rights to film, record, photograph or otherwise report on the proceedings of the meeting.

Apologies were noted as above. Mr Wright proposed acceptance of apologies and reasons for absence, seconded by Mr Nunn, with all in favour.

3. TO SIGN AS A CORRECT RECORD THE MINUTES OF THE COUNCIL MEETING HELD ON 9th March 2017

Mr Richings reminded Councillors to note the list of cheques issued. Mr Richings pointed out two spelling errors in the minutes – Page 2 item 5d correct word 'public' and page 5 item 12a(ii) correct word 'cold'. Mrs Richardson-Todd proposed acceptance of the minutes, seconded by Miss Cracknell, with a ALL in favour. The minutes were duly signed as a correct record with the aforementioned corrections made

4. DECLARATIONS OF COUNCILLOR INTEREST

Mr Newton declared a local non-pecuniary interest as a member of Suffolk Coastal District Council and also stated that he may be asked to reconsider any matter from this meeting at District Council and at any relevant Committee/Sub Committee and in so doing, shall take into account all relevant evidence and representations made at the District level before coming to a decision.

Mr Whiting stated that as a member of Suffolk Coastal District Council and Suffolk County Council he may be asked to reconsider any matter from this meeting at District or County Council and at any relevant Committee/Sub Committee and in so doing, shall take into account all relevant evidence and representations made at the District or County level before coming to a decision.

5. ELECTION OF THE VICE-CHAIRMAN OF THE PARISH COUNCIL

Mr Richings asked for nominations for the post of Parish Council vice-Chairman.

Mr Wright was nominated by Mr Nunn, seconded by Mr Whiting. There were no other nominations.

Mr Wright was duly elected unopposed as vice-Chairman. Resolved: Carried with all in favour.

6. PUBLIC PARTICIPATION

a. To Identify Public Participation with Respect to Items on this Agenda

None identified.

b. County Councillor Report

County Cllr Whiting gave thanks to all who voted for him at the County Council elections. There was now a Conservative majority of 52 Councillors.

c. District Councillor Reports

District Cllr Newton's written report was distributed at this meeting, having arrived just too late to go out with the agenda.

District Cllr Whiting thanked Mr Newton for his year as Chairman of the District Council and gave thanks from all Councillors for the work he had put in.

d. Public Forum – Members of Public/Parish Councillors May Speak on Any Matter.

Mr Wright reported that the first Community Speedwatch monitoring session had taken place on 5th May with one driver doing 44mph. The next session would be on 19th May in Foxhall Rd.

7. POLICE MATTERS AND REPORT FROM SAFER NEIGHBOURHOOD TEAM

a. Report from the Funded PCSO

This had been distributed with the agenda for this meeting.

b. SNT Area Reports and Priorities

The Ipswich East and Woodbridge SNT reports for April had been distributed with the agenda for this meeting. The reports contained the priorities for the respective SNT areas.

Matter arising from police reports:

The Police had been trying to engage with the person sleeping in the Linksfield bus shelter. Ms Evans stated that he spends the days on the heath and is apparently quite belligerent when approached.

8. TO NOTE APPROVAL BY THE PC MEETING (09/03/17) OF THE POLICY ON COMMITTEE & ADVISORY PANELS, REPS, OFFICERS & BOARDS

For audit purposes it was noted that the updated document was approved by the full council on 09/03/17.

9. TO CONFIRM APPOINTMENTS OF OFFICERS TO THE PARISH COUNCIL (Clerk, Responsible Finance Officer, Assistant Clerk, Registrar of Burials).

a. To re-confirm the appointment of Mr M Bentley as the Clerk & Responsible Finance Officer to the Council – Confirmed.

b. To re-confirm the appointment of Mrs S Stannard as the Assistant Clerk – Confirmed.

c. To re-confirm Mr A Duncan as the Registrar of Burials – Confirmed.

Mr Wright proposed acceptance of the above appointments listed under a-c, seconded by Mr Richings. Resolved: Carried with ALL in favour.

10. TO CONFIRM MEMBERS AFFILIATION TO COMMITTEES & ADVISORY PANELS AND REPRESENTATIVES ON PARTNER ORGANISATIONS & BOARDS

The following appointments were either confirmed or re-confirmed. Note that the Parish Council Chairman and Vice-Chairman are ex-officio voting members of all committees, sub-committees, advisory panels and working parties.

a. General Purposes & Finance Committee

All members of the Parish Council except Mr Whiting.

b. Planning and Development Committee

Miss Cracknell, Mr Francis, Mr Newton, Mr Nunn, Mrs Richardson-Todd, , Mr Richings, Mr Ward, Mr Whiting, Mr Wright.

c. Parish Amenities and Services Committee

Mrs Brown, Ms Evans, Mr Francis, Mrs Gower, Mr Newton, Mr Nunn, Mr Richings, Mrs Todd, Mr Ward, Mr Westrup, Mr Whiting, Mr Wright.

d. Cemetery Management Panel

Miss Cracknell, Ms Evans, Mr Richings, Mr Whiting, Mr Wright, Mr Duncan (Registrar) [attendee only, does not qualify as a voting member].

e. Allotment Advisory Panel

Mr Francis, Mrs C Gower, Mr Richings, Mr Wright, Mr Westrup (also Allotment Manager), Dr Wood (Allotment Tenant), Mrs Smith (Allotment Tenant).

f. Newsletter & Website Editorial Advisory Panel

Mrs Brown, Mrs C Gower, Mr Newton, Mrs Richardson-Todd, Mr Richings, Mr Wright.

g. Representatives on Boards and Partner Organisations:-

The following posts were confirmed:-

- | | |
|--|-------------------------------|
| i. Community Emergency Adviser – | Mr Wright |
| ii. Representative on SALC – | Mrs Richardson-Todd |
| iii. PC Contact for Safeguarding of Children & Vulnerable Adults - | Mrs Richardson-Todd/Mrs Brown |
| iv. Public Transport Liaison Officer – | Mr Richings |
| v. Parish Paths Liaison Officer – | Mr Ward. |
| vi. Parish Council Representatives on Parish Halls Management Committee – | Miss Cracknell |
| vii. Tree and Pond Warden - | Mr Wright |
| viii. Representative on the Woodbridge SNT ASB Group – | Clerk/Mr Francis/Mr Richings |
| ix. Representative on Kesgrave Community Library | Mrs Brown |

Mr Richings proposed acceptance of the above appointments as listed under items a-g, seconded by Mr Wright Resolved: Carried with ALL in favour.

11. TO NOTE APPROVAL BY THE PC Meeting (09/03/17) OF THE 'ASSET REGISTER AND INSURANCE VALUATION' LIST FOR YEAR ENDING 31/03/2017

The PC meeting of March (09/03/2017) had approved the revised asset register, so this meeting merely notes the fact for audit purposes. The asset register now had an asset valuation of £119,438 (based on original purchase costs).

12. TO REVIEW & APPROVE THE FINANCIAL REGULATIONS

The document was last updated, reviewed and adopted on 10/03/2016. The Clerk had examined the document and no changes appeared to be necessary as of the date of this meeting.

Mr Nunn proposed that the Financial Regulations document 2016 should be noted as current with no changes required, seconded by Mr Newton with ALL in favour. Noted for audit purposes

13. TO REPORT THE LEVEL OF INSURANCE COVER

The Clerk reported that the Parish Council insurance cover under the Community Action Suffolk Group Policy for Parish Councils (Zurich Select Policy) was next due for renewal on 1st October 2017. Premium paid in October 2016 was £1,699.87. The insurance-cover was currently aligned with the asset register insurance replacement value at £188,230.

14. TO REVIEW AND APPROVE THE PARISH RISK ANALYSIS DOCUMENT (Last Approval 12/05/2016)

A revised risk analysis document (version 17) had been distributed along with the agenda for this meeting. Risks associated with computer systems and record keeping had been updated as there was now a permanent Parish Office in place. Defibrillators and Community Speedwatch had also been risk assessed and added to the listing.

Miss Cracknell proposed approval of the Parish Council Risk Analysis Document version 17 dated 11/05/17, this was seconded by Mr Francis. Resolved: Carried with ALL in favour.

The Clerk reminded Councillors that this new approved version should be placed in section 4 of their handbook to replace Issue16.

15. TO NOTE THE REVIEW OF THE UPDATED 'STANDING ORDERS' DOCUMENT BY THE PC MEETING ON 09/03/2017

An updated version of Standing Orders (SO) was adopted and approved on 09/03/17 by the PC Meeting. Noted for audit purposes.

Several members raised a query over the use of the word 'he' consistently throughout the SO document. It was felt the document should be gender free. The Clerk would raise the matter with SALC who would be able to raise it with NALC, the authors of the model SO document.

16. FINANCE

a. To note the record of the General Purposes & Finance Committee Meeting 13/04/17

The UNAPPROVED Minutes (pink paper) of the meeting held on 13th April 2017 had been previously distributed to all Councillors.

The Clerk asked Councillors to note that Ms Evans was listed as both present and absent with apologies on the GP&F Minutes. She was in fact not present at the meeting and had given apologies. The Minute book copy of the minutes has been updated but councillor copies required alteration.

Mr Nunn stated that he was present at the meeting but not recorded as such. – The Clerk would update the minute book copy prior to the meeting.

The GP&F report was noted by Councillors.

b. To ratify the approval by the GP&F of the unaudited financial accounts for the year ended 31/03/2017.

The GP&F had at the meeting on 13th April 2017, approved the financial accounts for year-end 31st March 2017. This decision now required ratification by the full Council.

Mr Whiting proposed full PC approval and ratification of the GP&F decision for the financial accounts year ending 31st March 2017, seconded by Mr Nunn. Resolved: Carried with ALL in favour.

c. To approve the Annual Return, Section 1 – Annual Governance Statement for year ending 31/03/2017

Taking this and item 16d together:- The Clerk had distributed copies of the Annual Governance and Accounting Statements, sections 1 & 2 of the Annual Return to Councillors along with the agenda for this meeting. The Clerk briefly explained the various entries in the document and stated that Section 1 must be approved by council before section 2.

Mr Wright proposed acceptance of the Annual Return Section 1 as a true and correct submission, seconded by Mr Nunn. Resolved: Carried with ALL in favour.

d. To approve the Annual Return, Section 2 - Accounting Statement, for year ending 31/03/2017.

Councillors noted that the Insurance valuation for 2015/16 had been restated in line with the 'qualified comment' from BDO (external auditor) last year. A full explanation of the re-statement of the insurance valuation was given in the 'Explanation of Variances' sheet accompanying the Annual Return. This sheet was distributed to Cllrs at this meeting.

Mr Whiting proposed acceptance of the Annual Return Sections 2 as a true and correct submission, seconded by Mr Ward. Resolved: Carried with ALL in favour.

Section 1 of the Annual Return was signed by the Chairman of the meeting and the Clerk, whilst section 2 was signed by the Chairman only. The document would now be sent to BDO LLP (External Auditor) along with other requested papers.

e. To approve and note the internal audit report for year ending 31/03/2017.

The audit report from Heelis & Lodge had been distributed with the agenda. There were no recommendations or adverse observations made by the auditor.

Mr Wright proposed approval of the internal audit report for year ending 31/03/2017, seconded by Mr Nunn. Resolved: Carried with ALL in favour.

It was noted there was a typing error in the audit report in that Mrs Heelis had marked the wrong year on page 2 under 'budgetary control'. The second precept line should have the year as 2016-2017 not 2017-2018. The Clerk to notify the internal auditor of the error.

f. To confirm appointment of Internal Auditor for 2017/18

Heelis and Lodge (H&L) were the currently appointed internal auditor. The Clerk asked Councillors to confirm whether the council still wished H&L to continue as the Internal Auditor for year 2017/18. The fee

for 2016/17 had been held at £185 for a third year. H&L had stated there may be a small increase in 2017/18.

Mr Wright proposed that Heelis & Lodge should continue as the appointed internal auditor, seconded by Mr Westrup. Resolved: Carried with ALL in favour.

g. To confirm bank authorised signatories

Current bank account signatories were:- Mr D Francis, Mr P Richings and Mr J Wright, although Mr Wright still had to sign the bank signatory documents.

Mr Whiting proposed acceptance of the nominated bank account signatories, seconded by Mrs Brown. Resolved: Carried with ALL in favour.

h. To confirm existing standing orders & direct debits

Current standing orders and variable amount direct debits were Clerk Salary (Standing Order) against signed SO mandate and signed monthly payslip and checked against 3 monthly signed PAYE/NI payment, Direct Debits were active for:-

BT – Parish Council telephone bill

Anglian Water – Allotments and Cemetery water supply

Public Works Loan Board – 6 monthly building loan repayments for Tower Hall

Information Commissioners Office – The annual subscription for registration as a Data Controller.

Community Action Suffolk - Annual Web portal fee.

All the above to be checked by PC Chairman against bank statements on a regular basis.

Mr Richings proposed existing arrangement for standing orders/direct debits remain in place until further review or changes notified, seconded by Mr Nunn. Resolved: Carried with all in favour

i. To re-confirm S137 expenditure powers for specific financial commitments

The PC meeting of 11th November 2004 passed a resolution authorising expenditure during the course of the year under Section 137 of the LGA (1972) in support of Community Action Suffolk (CAS) and Suffolk Association of Local Councils (SALC) subscriptions and purchase of Remembrance wreaths. The above resolution seeks to re-confirm those arrangements for the current financial period.

S137 provides for an expenditure of up to £7.57 per elector for the year 2017/18 on community items not covered by other statutory powers.

Mr Nunn proposed acceptance for the noted S137 commitments of subscription payments to SALC and Community Action Suffolk, plus S137 expenditure on wreaths; Seconded by Mr Whiting. Resolved: Carried with ALL in favour.

j. To re-confirm S19 expenditure powers for specific financial commitments

Loan repayments to the PWLB for the building of Tower Hall came under the Section 19 Power of Expenditure within the LGA (1972) following the transfer of Tower Hall to charitable status. The resolution seeks to re-confirm those arrangements for the payments due in May and November of the current financial period (£10,665.41 per payment). Outstanding balance of the loan was noted at £132,539.40 as at 31st March 2017.

Mr Richings proposed acceptance of the noted commitment under S19 expenditure powers to pay the loan repayments on Tower Hall, seconded by Mr Nunn. Resolved: Carried with ALL in favour.

k. To note the VAT reclaim submission for 2016/17

The Clerk reported that a VAT reclaim for £11,954.52 had been submitted to HMRC in respect of the year ending 31st March 2017.

l. To note receipt of First Payment of Council Precept

The Clerk reported that the first Precept payment of £56,000 for the current year had been received on 26th April 2017. A similar amount would be received in September 2017.

17. TO APPROVE THE STATEMENT OF REVIEW OF CONTROL AND AUDIT PROCEDURES

The latest version of the “*Statement of Review of Control and Audit Procedures*” and ‘*Review of Audit Effectiveness*’ check list were distributed with the agenda. The Clerk briefly explained the questions being asked by the review.

It was agreed that the Parish Council met the Control and Audit procedure criteria,

Mr Wright proposed acceptance of both the Statement of Review and the Review of Effectiveness of Internal Audit, seconded by Mr Whiting. Resolved: Carried with ALL in favour.

18. TO CONFIRM ARRANGEMENTS FOR DISPENSATION & DELEGATION OF AUTHORITY

A requirement of the PC policy on Dispensation was that it should be reviewed each year for currency. It was noted there were no dispensations in place as of the date of this meeting and issue 5.0 had been distributed to councillors for approval.

Mr Francis proposed that delegation of authority should remain with the Clerk in consultation with the Chairman and that it was noted there were no dispensations in place as of the date of this meeting, seconded by Mr Nunn. Resolved: Carried with ALL in favour.

19. TO NOTE THE RECORD OF THE PLANNING AND DEVELOPMENT COMMITTEE

Mr Richings reported on two meetings (10th April & 9th May 2017) held since the last PC meeting. Copies of the P&D minutes of those dates had been issued to all Councillors.

The P&D record was noted

Matters Arising:

Mr Whiting stated that he had sent the Clerk a copy of the response made by Martlesham Parish Council regarding the Outline Planning Application for the Adastral Park development. The Clerk would distribute and place on the agenda for the next P&D meeting.

20. TO NOTE THE RECORD OF THE PARISH AMENITIES AND SERVICES COMMITTEE

Mr Wright reported that the last meeting of the PA&S had been held on 16th March 2017. A copy of the unapproved minutes of that date had been issued to all Councillors.

Mr Nunn stated that his name was missing from the attendee list – Clerk and Assistant Clerk apologised as it appeared that the MS Word template file had not been modified since Mr Nunn re-joined the Council. The PA&S record was noted.

Matters Arising:

There were no matters arising from the reported minutes.

21. PARISH COUNCIL VACANCY – UPDATE ON FORMAL NOTIFICATION TIMING

On 18th April the Clerk had notified SCDC Electoral Services of the councillor vacancy created by the resignation of Mr Withey and in addition had published the formal vacancy notice on noticeboards and website. The statutory period whereby 10 electors could request a poll within 14 days of the notification being made was due to expire on Wed 10th May. If there was a nil return then the Council would be free to co-opt a new councillor for Tower Ward with the intention of filling the vacancy by co-option at the July PC meeting.

As a result of the Newsletter distribution to date there had been one enquiry regarding the vacant Cllr post.

22. GENERAL PARISH MATTERS & CORRESPONDENCE

a. Annual Parish Meeting

This was due to take place on Tuesday 23rd May at Tower Hall with a 7.30pm start time.

Mr Newton gave his apologies and would not be able to submit a District Cllr report in time for the meeting no report.

b. Forthcoming Meeting Dates

17th May, Mill Stream Walkabout, 10am at Water Tower

18th May, PA&S Meeting, Tower Hall, 7.30pm – Apologies Mark another engagement.

23rd May, Annual Parish Meeting, Village Hall, 7.30pm

25th May, Woodbridge ASB SNT Meeting, Woodbridge Police Station, 10.30am

31st May and 1st June – Suffolk Show

7th June, Cemetery Management Panel meeting. 6.45pm at Cemetery, then Parish Office at Tower Hall.

8th June, General Election Day - therefore no scheduled GP&F meeting

15th June – Rearranged GP&F meeting Tower Hall, 7.30pm

19th June – SALC meeting

20th June, Parish Review meeting, Village Hall, 7.30pm

Mrs Richardson-Todd asked if it was OK for the 20th June Parish Review Meeting to go on *Nextdoor (Street Life)* social media website. After some discussion it was agreed that a meeting of the Newsletter & Web Editorial Board should be convened to discuss policy on official use of social media.

c. Other Matters

- A litter bin in Foxhall Road/Claverton Way walk through opposite Arundel Way had been vandalised. A quotation for a new inner receptacle had been requested from SC Norse. It was agreed that the Chairman and Clerk should authorise once SC Norse had responded with a costing.
- A revised map of the parish was being prepared and laminated by Mr Potter and would be available soon.

23. DETERMINATION OF ITEMS FOR FUTURE AGENDA

Next P&D – Martlesham PC response to Adastral Park outline application (source R Whiting email).

Next Newsletter Panel Meeting – Submission of articles to 'In Touch' magazine and use of social media.

24. CLOSE OF MEETING

The meeting closed at 9pm

---COUNCILLORS to note items BELOW ---

The following payments had been made since those listed in the Minutes of the GP&F committee meeting of 13th April 2017.

GENERAL EXPENDITURE

Paid Date	Supplier	Item	Cheque No.	Cost inc. VAT	Cost exc. VAT	VAT	Category
01-04-17	Mrs J E Potter	JEP Business Services- Office Services	747	£ -	£ 271.75	£ -	Contract Ad
01-04-17	OST Technology L	Speedar SR1 Radar Gun	748	£ 1,014.00	£ 845.00	£ 169.00	Asset
01-04-17	Business Services	Additional premium for defibs & radar gun	750	£ -	£ 18.13	£ -	Admin
01-04-17	Close Invoice Ltd	The Parking Shop - CSW road signs	751	£ 333.60	£ 278.00	£ 55.60	Asset
01-04-17	Staples UK Ltd	Stationery Supplies	752	£ 216.34	£ 180.28	£ 36.06	Admin
08-04-17	SCL L/S Mgt Ltd	Pond Mtce - March 17	755	£ 66.00	£ 55.00	£ 11.00	Pond
08-04-17	SCL L/S Mgt Ltd	Play Area Mtce - March 17	756	£ 259.80	£ 216.50	£ 43.30	PF&POS
08-04-17	Playquip Leisure	12 Months play area & RoSPA inspection	757	£ 5,081.58	£ 4,234.65	£ 846.93	PF&POS
26-04-17	SCL L/S Mgt Ltd	Fallen tree removal Limes Pond	758	£ 2,217.00	£ 1,847.50	£ 369.50	PF&POS
26-04-17	Parish Halls RSA	Meeting Room Hire - Jan to Jun17	759	£ -	£ 900.00	£ -	Hire
26-04-17	Parish Halls RSA	Tower Hall Office hire - Jan to Jun 17	760	£ -	£ 1,500.00	£ -	Hire
26-04-17	M Bentley	A3 Laminates(Amazon) & Chain linkage (761	£ -	£ 17.24	£ -	Admin/clerk
26-04-17	Net Salaries paid after PAYE & NI - April 2017		762/S.O/764	£ -	£ 2,060.53	£ -	Salary

CEMETERY EXPENDITURE

Paid Date	Supplier	Item	Cheque No.	Cost inc. VAT	Cost exc. VAT	VAT	Category
01-04-17	Cooks Waste Kare Ltd	Skip Hire - Mtce 18/3/17	1148	£ 138.00	£ 115.00	£ 23.00	Maintenance
01-04-17	Mr A Duncan	Cemetery Admin	1149	£ -	£ 40.00	£ -	Admin
03-04-17	Anglian Water	Cemetery water charge 8/11/	DD	£ -	£ 18.77	£ -	Metered Water
08-04-17	ICCM	Annual Membership Renewal	1150	£ -	£ 90.00	£ -	Admin
08-04-17	Mr A Duncan	Cemetery Admin	1151	£ -	£ 60.00	£ -	Admin
08-04-17	SCL L/S Mgt Ltd	Cemetery Mtce March 17	1152	£ 987.14	£ 822.62	£ 164.52	Maintenance
08-04-17	SCL L/S Mgt Ltd	Clean up Headstone Beams	1153	£ 72.00	£ 60.00	£ 12.00	Maintenance
26-04-17	Mr A Duncan	Cemetery Admin	1156	£ -	£ 80.00	£ -	Admin
26-04-17	Cooks Waste Kare Ltd	Skip Hire - Mtce 4/4/17	1157	£ 138.00	£ 115.00	£ 23.00	Maintenance
26-04-17	Cooks Waste Kare Ltd	Skip Hire - Mtce 11/4/17	1158	£ 138.00	£ 115.00	£ 23.00	Maintenance
09-04-17	Mr A Duncan	Cemetery Admin	1159	£ -	£ 20.00	£ -	Admin
09-04-17	SCL L/S Mgt Ltd	Cemetery Mtce April 17	1160	£ 640.80	£ 534.00	£ 106.80	Maintenance

ALLOTMENT EXPENDITURE

Paid Date	Supplier	Item	Cheque No.	Cost inc. VAT	Cost exc. VAT	VAT	Category
01-04-17	SCL L/S Mgt Ltd	Plot 8 clearance and new fencing	749	£ 384.00	£ 320.00	£ 64.00	Maintenance
01-04-17	Cooks Waste Kare L	Skip Hire for mtce 18/03/17	753	£ 138.00	£ 115.00	£ 23.00	Maintenance
08-04-17	SCL L/S Mgt Ltd	Allotment Grass Mtce 14/3/17	754	£ 106.20	£ 88.50	£ 17.70	Maintenance

INCOME RECEIVED During April 2017

Cemetery £7,800
50% Precept £56,000

ACCOUNT BALANCES AS AT 30th April 2017

General Account £110,436
Business Base Rate Tracker £54,232
Cemetery Account £30,764