

LONGHOPE PARISH COUNCIL

Approved Minutes for the Annual Meeting of the LONGHOPE PARISH COUNCIL held on Wednesday 4th of May 2022 at 7 pm At The Sports Pavilion, Longhope

- 1. Welcome from Chair of Council**
- 2. Election of Councillor Nicholas as Chair of Council agreed with signing of “acceptance of office” forms**
- 3. Election of Councillor Gough as Vice Chair of Council agreed with signing of “acceptance of office” forms**
- 4. Attendance recorded as** Parish Councillors’ Cllr Gary Nicholas Cllr Jacky Barker, Cllr Geoff Bick, Cllr Vicky Brobyn, Cllr Richard Gough, Cllr Dave East, Cllr Leigh Stephens, Cllr Dean White and 10 members of the public
- 5. Apologies for absence recorded** from County Councillor Philip Robinson. District Councillors Jones and Robinson did not attend
- 6. Declaration of Interests of any matter on the agenda were invited - none**
- 7. Public Participation was invited**

Members of the Public were invited to speak and/or ask questions of the Parish Council at this point in the agenda.

- LVS representative spoke of re-wilding and noting no-cut May and possibility of shelter at the Allotment site for free vegetable to be handed out (Council to approve at next meeting)
- Footpath around the Recreation Ground regarding accessibility for the Jubilee events – referred to the Recreation Ground Management Committee
- Communication re May Hill sent to Cllr White has been received and forwarded. Highways will be attending site on 13th May 2022

Forum Closed at 19.09

- 8. Report from County Councillor** Philip Robinson not available
- 9. Report from District Councillors** Jones and Brian Robinson not available

10. Minutes of the previous Parish Council meetings

- Council approved the accuracy of the minutes of meeting held on 4th April 2022
- Council noted the draft minutes of the Parish Assembly held on 11th April 2022

11. Minutes of Committee meetings held since 4th April 2022- none

12. Minutes & updates from Working Groups meetings held since 4th April 2022

- Community Working Group - none
- Governance Working Group - none
- Infrastructure Working Group -none

13. Updates from Charitable Trusts representatives

- May Hill and Rose Barton AGM to be held shortly
- Recreation Ground improvements noted – Grant fund from GCC received, VAT re-fund received April 20 to August 21. Thanks were recorded to Dave Tradgett and Sarah Saunders for the refurbishment of the Rocking Horse

14. Council reviewed structure and membership of Planning committee and delegation of authority to those committees – all to remain

15. Council reviewed structure and membership of working parties – all to remain

16. Council reviewed delegation to Clerk of authority to make submission on planning matters where no meeting of the Council is able to be held – remain

17. Council agreed no changes are required to standing orders or financial regulations with the latest version to be put on the website

18. Council agreed changes are required to the asset register – revaluation of land behind Latchen room and Pavilion agreed – Land agent to be approached by Vice Chair/ Chair of Council

- Bus shelter on the A40 to be considered for re-instated – future agenda item
- Wayleave pole are on land owned by Council and the poles are not owned by the Council

19. Council agreed representation on outside organisations and/or working with external bodies to remain

20. Council considered if any changes are required to insurance policy for the coming year – see asset list, play equipment value, bus shelter valuations to be checked

21. Council agreed no changes are required to banking mandate –

- Paper statement for Treasurers accounts to be requested by Clerk
- NS&I changes have been made – Signatories now updated to Councillors' Bick, Nicholas, White and Gough It was further confirmed that balances will be transferred to Bank Instant account (Deposit)

22. Council agreed to review changes are required to its Complaints, Freedom of Information or Data protection policies procedure- Next meeting – Chair to provide updated versions

23. Council confirmed it wishes to renew its subscriptions -GAPTC, GPFA, PATA, Green Waste

24. Council approved the financial reports and payment list as distributed

- Expenses £14.40 mileage £5.00 stationery £3.00 printing = £22.40
- Skip hire (verbally approved at previous meeting for Brookend) £328.80 paid
- Green bin licence (previously approved) £45.00 paid
- GAPTC subscription £398.21
- AM groundcare (April) £140.00- Council felt that it was not completely happy as The Latchen was not strimmed, Rectory Meadow was only half cut. – Cllr Nicholas will meet and discuss the improvements needed

It was confirmed that transfers are not to be used for cashflow once Precept is received - RFO had already informed Chair of Council

It was agreed that VAT receipts to be transferred to Deposit account (all now received)

25. Council approved the AGAR completion (to 31/3/22) and delegated to the Chair of Council to sign the appropriate forms

a) Governance statement - approved

b) Accounting statement - approved with the amended Asset Valuation to £45690

26. Council agreed that its meeting schedule shall remain as 1st Monday of June, July, September, October, November, December, February, March, April commencing at 7.00pm at the Latchen Rooms

27. Council considered updates from public meeting held to discuss Playground development.

- Public meeting has been held and views were shared. Feedback received by Councillors since include positive wish to proceed in some format. People are going outside the Village to use other facilities. It was suggested that this demographic was happy to fund it via a Public Works Loan
- Other Councillor reported that mixed messages have been received
- Recreation Trustee Committee have stated that they would be willing to provide 50% of loan repayments
- Fund-raising efforts are being undertaken by some Councillors and it was suggested that more public fundraising could be undertaken. Monies raised in this way would enable the loan to be paid off quicker
- Costs appear to have been held by manufacturer

Following a proposal and seconder:

It was resolved to seek the approval of the Secretary of State for Housing, Communities & Local Government to apply for a Public Works Loan Board (PWLb) loan of £25,000 over the borrowing terms of 10 years for the purpose of buying

new play equipment at the Recreation Ground. The annual loan repayments will come to around £2651.54 being the sum of £25k plus interest = total cost £27841.17 over 10 years. It is not intended to increase the Council tax precept for the purpose of the loan
Wording for website notice as above

28. Council agreed responses to outstanding planning applications

- P0358/22/FUL Installation of SD6 9m ARE Tower System, 6KW wind turbine on 2.6m x 2.6m x 0.9m deep pad foundation. Land Near High Meadows , Yartleton Lane, May Hill,- <https://publicaccess.fdean.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R8KMY5HIGO00-> **Council to comment that no ecological report is on available although Bats are mentioned. Hardcopy report included was for a different application -**
- P0441/22/LBC Brook Farm, Monmouth Road, Longhope,. Listed building consent for minor internal alterations and loft conversion with associated works. <https://publicaccess.fdean.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R9B35UHI0FD00> **Council agreed to Support**
- P0342/22/FUL Fenestra , Old Hill, Longhope,. Installation of roof mounted solar pv panels. <https://publicaccess.fdean.gov.uk/online-applications/applicationDetails.do?activeTab=summary&keyVal=R8J3E3HIGO600> **Council agreed to support**
- It was agreed that the Planning committee to meet to agree responses to additional items (agenda to be set/Clerk not to attend) 6pm Monday 9th May

29. Council confirmed its preferred agenda layout – as above

30. Council considered s137 grant request from Forest Edge Newsletter in the sum of £200- RFO noted that there was no 2022/23 budget for s137. Council noted NALC guidance referred to property, land, affairs of the Church and not community engagement which it was felt this application was for the cost of Jubilee edition printing. It was felt that the newsletter is owned by the Church but that the NALC guidance was not relevant in this case. The newsletter communicates non-church information. Council approved the grant in the sum of £200. RFO to vire £250 from contingency to S137

31. Information sharing

Green banks, Church Road– Lorries damaging grass verge – Bell homes development are not accepting responsibilities and say it is a Highway issue. Clerk to email CC Robinson with official complaint.

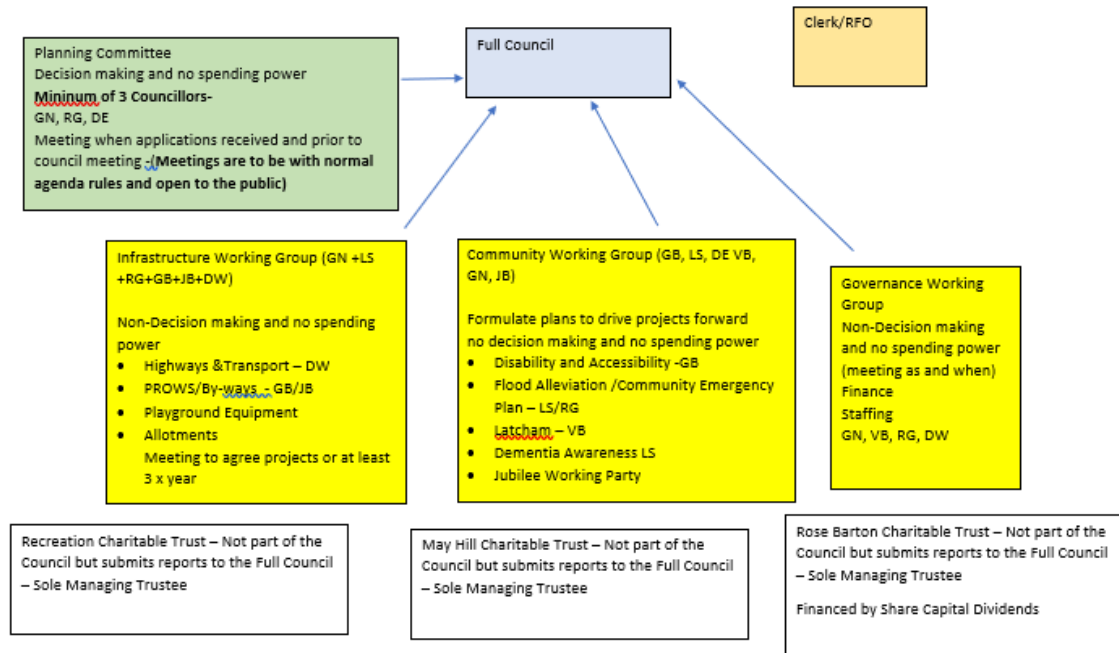
Member of the public raised the issue of responsibility of grass banks along Church Road. It appears that the land was never adopted and is not on resident's deeds

Allotment update on next agenda

32. Meeting closed at 20.38

LONGHOPE PC COMMITTEE, WORKING PARTY AND LEAD COUNCILLOR ROLES

Agreed by Council – 4th & 11th October and 6th December 2021



Financial report for year ended 31/3/22 Cash book

<u>DETAILS</u>	<u>vat invoice</u>	<u>DATE</u>	<u>CHQ NO</u>	<u>payments</u>	<u>receipts</u>	<u>BALANCE</u>
opening current account balance						1045.08
HMRC	no vat	12/04/2021	BP	-789.20		255.88
longhope pc	no vat	19/04/2021	trs		2000.00	2255.88
4 seasons work ltd (bus shelter)	620	20/04/2021	fpo	-420.00		1835.88
g nicholas/wh smiths/condolence bk	249490	21/04/2021	fpo	-46.07		1789.81
GAPTC	no vat	21/04/2021	fpo	-438.14		1351.67
smiths	c340287	21/04/2021	fpo	-114.24		1237.43
s fowler indep audit	no vat	21/04/2021	1805	-70.00		1167.43
I barrett	no vat	28/04/2021	bp	-405.36		762.07
p sims	no vat	28/04/2021	bp	-215.00		547.07
longhope pc	no vat	13/05/2021	trs		18000.00	18547.07
I barrett	no vat	28/05/2021	bp	-186.72		18360.35
p sims	no vat	28/05/2021	bp	-198.80		18161.55
kompan		23/06/2021	fpo	0.00		18161.55
kompan	233944	23/06/2021	fpo	-17828.94		332.61
p sims	no vat	28/06/2021	fpo	-198.80		133.81
p sims	no vat	01/07/2021	fpo	-16.00		117.81
p sims	no vat	28/07/2021	fpo	-238.80		-120.99
longhope pc	no vat	28/07/2021	trs		1000.00	879.01
PATA	no vat	03/08/2021	FPO	-39.65		839.36
SMITHS	c349165	03/08/2021	FPO	-29.70		809.66
WATERPLUS	no vat	03/08/2021	FPO	-44.35		765.31
HMRC	no vat	03/08/2021	FPO	-405.80		359.51
merlin waste dog bin	no vat	19/08/2021	DEP	160.00		519.51
p sims	no vat	31/08/2021	fpo	-200.00		319.51
r s crighton (locum clerk)	no vat	31/08/2021	fpo	-226.08		93.43
smiths	c346096	31/08/2021	fpo	-20.64		72.79
smiths inv 352287	352287	31/08/2021	fpo	-7.44		65.35
toolite (equipment for street c)	66460	31/08/2021	fpo	-33.08		32.27
longhope pc	no vat	02/09/2021	trs		500.00	532.27
p sims	no vat	02/09/2021	fpo	-38.80		493.47
g nicholas hale &co concrete	s1041376	13/09/2021	fpo	-17.76		475.71
b holder	no vat	13/09/2021	fpo	-167.50		308.21
smiths of glos	c357437	13/09/2021	fpo	-34.62		273.59
longhope pc	no vat	02/09/2021	trns		1000.00	1273.59
b holder	no vat	27/09/2021	fpo	-795.43		478.16
b holder	no vat	27/09/2021	fpo	-26.00		452.16
pcc newent	no vat	28/09/2021	fpo	-200.00		252.16
p sims	no vat	27/09/2021	fpo	-228.07		24.09
longhope pc	no vat	08/10/2021	trans		2000.00	2024.09
allotment - frew	receipt	15/10/2021	receipt		28.00	2052.09
allotment - acland	receipt	15/10/2021	receipt		15.00	2067.09
g nicholas - staples/archive storage	59761198	11/10/2021	fpo	-38.02		2029.07
came and co insurance	no vat	11/10/2021	fpo	-1172.93		856.14
HMRC	no vat	11/10/2021	fpo	-38.60		817.54
waterplus	no vat	11/10/2021	fpo	-69.51		748.03
b holder expenses	no vat	11/10/2021	fpo	-49.10		698.93
pata payroll	no vat	11/10/2021	fpo	-31.75		667.18
pkf littlejohn	sb20213576	11/10/2021	fpo	-336.00		331.18
deposit account	no vat	27/10/2021	DEP		637.32	968.50

HMRC	no vat	27/10/2021	fpo	-4.40		964.10
b holder	no vat	27/10/2021	fpo	-751.83		212.27
p sims	no vat	27/10/2021	fpo	-212.27		0.00
deposit account	no vat	02/11/2021	trans		3000.00	3000.00
greenfields garden	51661	03/11/2021	fpo	-2718.00		282.00
HMRC	no vat	03/11/2021	fpo	-4.40		277.60
b holder expenses	no vat	03/11/2021	fpo	-53.10		224.50
microshade	14868	03/11/2021	fpo	-147.99		76.51
deposit account	no vat	25/11/2021	trans		931.21	1007.72
HMRC	no vat	25/11/2021	fpo	-4.40		1003.32
b holder	no vat	25/11/2021	fpo	-725.83		277.49
p sims	no vat	25/11/2021	fpo	-212.27		65.22
b holder wfh	no vat	25/11/2021	fpo	-26.00		39.22
smiths of glos	c363972	25/11/2021	fpo	-7.44		31.78
smiths of glos	c360692	25/11/2021	fpo	-30.78		1.00
deposit account	no vat	10/12/2021	trans		116.39	117.39
deposit account	no vat	22/12/2021	trans		934.18	1051.57
b holder expenses	no vat	22/12/2021	fpo	-23.20		1028.37
b holder salary/wfh	no vat	22/12/2021	fpo	-751.83		276.54
smiths of glos	367429	22/12/2021	fpo	-40.74		235.80
WATERPLUS	no vat	22/12/2021		-53.45		182.35
pata payroll	no vat	22/12/2021	fpo	-47.55		134.80
p sims	no vat	22/12/2021	fpo	-134.80		0.00
b holder	no vat	31/01/2022		-751.83		-751.83
b holder expenses	no vat	31/01/2021		-44.50		-796.33
Handyman holiday cover	no vat	31/01/2021		-80.00		-876.33
deposit account	no vat	31/01/2021			876.33	0.00
deposit account	no vat	07/02/2022		0.00	40.00	40.00
deposit account	no vat	14/02/2022		0.00	5000.00	5040.00
grant to recreation charity	no vat	14/02/2022		-5000.00		40.00
21CC group ltd- beacon	41352	28/02/2022		-588.00	0.00	-548.00
b holdeer salary/wfh	no vat	28/02/2022		-751.83	0.00	-1299.83
deposit account	no vat	28/02/2022		0.00	1299.83	0.00
b holdeer salary/wfh	no vat	02/03/2022		-840.31		-840.31
ico		02/03/2022		-40.00		-880.31
HMRC	no vat	25/03/2022		-13.70		-894.01
wayleave	receipt	02/03/2022		0.00	109.94	-784.07
deposit account	no vat	07/03/2022		0.00	96.68	-687.39
deposit account	no vat	08/03/2022			350.00	-337.39
up & under landscape maintenance	no vat	08/03/2022		-350.00		-687.39
smiths of glos	370535	08/03/2022		-97.50		-784.89
smiths of glos	373829	08/03/2022		-32.10		-816.99
smiths of glos	377149	08/03/2022		-37.02		-854.01
deposit account	no vat	21/03/2022			840.31	-13.70
allotment 1b/2b	receipt	28/03/2022			71.00	57.30
allotment 4b 5a	receipt	28/03/2022			28.00	85.30
allotments 7A	receipt	28/03/2022			15.00	100.30
pata payroll	payment	31/03/2022		-28.85		71.45
allotment 8a	receipt	31/03/2022			14.00	85.45
allotment 2a	receipt	31/03/2022			15.00	100.45

bank reconciliations	01 April 2021	to	31/03/2022			
bank account	description	o/bal	income	expendi- ture	closing balance	bank statement
lloyds treasurers 02125731	current	1045.08	38918.19	39862.82	100.45	✓
NS&I 1		4416.81			4416.81	
NS&I 2		2814.78			2814.78	
lloyds business inst 07812478	savings	15941.62	40733.29	38622.25	18052.66	✓
totals		24218.29	79651.48	78485.07	25384.70	

Reserves as at 31/3/22

	£	
special projects NS&I	7232	
play equipment	10500	
general	2653	
contingency	5000	
Bank balances at 31/3/22	<u>25385</u>	

Budget against actual at year end

	<u>BUDGET</u>	<u>ACUTAL YEAR TO DATE</u>	<u>BALANCE AVAILABLE TO SPEND</u>
budget to date			
PRECEPT	24000	24000	
recreation ground grants	0	5000	
allotment income	0	200	
grant for play equipment	0	10500	
wayleave	110	110	
bank interest received	4926	2	
street cleaning grant	1218	1218	
INCOME	30254	41029	0
Admin EXPENSES	630	396	234
Chair of Council expenses	250	0	250
Professional /Audit fees	350	744	-394
Employment costs	11000	9012	1988
Payroll admin	200	148	52
Data services	460	123	337
Newsletters /website	300	0	300
Subscriptions	510	478	32
Training	1000	0	1000
Insurance	1000	1173	-173
Allotment expenses	-496	167	-663
137 grants	500	200	300
Other grants	400	5000	-4600
Maintenance	1000	122	878
Waste collection	860	378	482
Playground inspection	250	0	250
Grass cutting	136	0	136
May hill trees	1000	0	1000
Tree inspection	500	350	150
Youth facilities	2000	0	2000
Elections	1000	0	1000
Play equipment capital	4330	17122	-12792
Rec ground path	674	0	674
VAT waiting to be received		3770	3770
Contingency	2400	680	1720
Total expenditure	30254	39863	
BALANCE			-9610

AGAR forms to be approved and signed

Section 1 – Annual Governance Statement 2021/22

We acknowledge as the members of:

Longhope Parish council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2022, that:

	Agreed		Yes	No*	Yes' means that this authority:
	Yes	No			
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓				prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓				made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓				has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓				during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓				considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓				arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓				responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓				disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A		has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.
	✓				

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

DD/MM/YY

and recorded as minute reference:

MINUTE REFERENCE

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

SIGNATURE REQUIRED

Clerk

SIGNATURE REQUIRED

longhopepc@gmail.com

PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

Section 2 – Accounting Statements 2021/22 for

Longhope Parish council

	Year ending		Notes and guidance
	31 March 2021 £	31 March 2022 £	
1. Balances brought forward	17,133	24,218	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	24,000	24,000	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	20,920	17,029	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	14,289	9,012	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	23,545	30,850	Total expenditure or payments as recorded in the cash-book less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	24,218	25,385	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	24,218	25,385	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	24,123	24,123	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PwLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	N/A
	✓		
The Council, as a body corporate, acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.			

I certify that for the year ended 31 March 2022 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

SIGNATURE REQUIRED

Date

DD/MM/YY

I confirm that these Accounting Statements were approved by this authority on this date:

DD/MM/YY

as recorded in minute reference:

MINUTE REFERENCE

Signed by Chairman of the meeting where the Accounting Statements were approved

SIGNATURE REQUIRED

Asset value to be increased to £45690

Smaller authority name: **Longhope parish council**
NOTICE OF PUBLIC RIGHTS AND PUBLICATION OF
UNAUDITED ANNUAL GOVERNANCE & ACCOUNTABILITY
RETURN

ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

Local Audit and Accountability Act 2014 Sections 26 and 27
The Accounts and Audit Regulations 2015 (SI 2015/234)

NOTICE	NOTES
1. Date of announcement____27th April 2022_(a) 2. Each year the smaller authority's Annual Governance and Accountability Return (AGAR) needs to be reviewed by an external auditor appointed by Smaller Authorities' Audit Appointments Ltd. The unaudited AGAR has been published with this notice. As it has yet to be reviewed by the appointed auditor, it is subject to change as a result of that review. Any person interested has the right to inspect and make copies of the accounting records for the financial year to which the audit relates and all books, deeds, contracts, bills, vouchers, receipts and other documents relating to those records must be made available for inspection by any person interested. For the year ended 31 March 2022, these documents will be available on reasonable notice by application to: (b) Clerk – B Holder @longhopepc@gmail.com commencing on (c) __28th June 2022 _____ and ending on (d) __9th August 2022 _____ 3. Local government electors and their representatives also have: • The opportunity to question the appointed auditor about the accounting records; and • The right to make an objection which concerns a matter in respect of which the appointed auditor could either make a public interest report or apply to the court for a declaration that an item of account is unlawful. Written notice of an objection must first be given to the auditor and a copy sent to the smaller authority. The appointed auditor can be contacted at the address in paragraph 4 below for this purpose between the above dates only. 4. The smaller authority's AGAR is subject reviewed by the appointed auditor under the provisions of the Local Audit and Accountability Act 2014, the Accounts and Audit Regulations 2015 and the NAO's Code of Audit Practice 2015. The appointed auditor is: PKF Littlejohn LLP (Ref: SBA Team) 15 Westferry Circus Canary Wharf London E14 4HD (sba@pkf-l.com) 5. This announcement is made by (e) B Holder	(a) Insert date of placing of the notice which must be not less than 1 day before the date in (c) below (b) Insert name, position and address/telephone number/ email address, as appropriate, of the Clerk or other person to which any person may apply to inspect the accounts (c) Insert date, which must be at least 1 day after the date of announcement in (a) above and at least 30 working days before the date appointed in (d) below (d) The inspection period between (c) and (d) must be 30 working days inclusive and must include the first 10 working days of July. (e) Insert name and position of person placing the notice – this person must be the responsible financial officer for the smaller authority

CONFIRMATION OF THE DATES OF THE PERIOD FOR THE EXERCISE OF PUBLIC RIGHTS

Name of smaller authority: **Longhope Parish Council**__

County Area (local councils and parish meetings only):

On behalf of the smaller authority, I confirm that the dates set for the period for the exercise of public rights are as follows:

Commencing on 28th June 2022

and ending on **_9th august 2022_**

(Please enter the dates set by the smaller authority as appropriate which must be 30 working days (i.e. Monday – Friday only, and not Bank Holidays) inclusive and must include the first 10 working days of July 2022 (i.e. Friday 1 July – Thursday 14 July).

We have suggested the following dates: Monday 13 June – Friday 22 July 2022. The latest possible dates that comply with the statutory requirements are Friday 1 July – Thursday 11 August 2022.)

Signed: ____BHolder

Role: RFO

Financial reports at 30/4/22 – for May 22 Meeting

01/04/22-31/03/2023	CURRENT (treasurers) CASH BOOK		2125731			
<u>DETAILS</u>	<u>vat invoice</u>	<u>DATE</u>	<u>CHQ NO</u>	<u>payments</u>	<u>receipts</u>	<u>BALANCE</u>
opening current account balance						100.45
plot 5b		05/04/2022	rec		15.00	115.45
plot 7b		05/04/2022	rec		28.00	143.45
plots 1 and 2		05/04/2022	rec	0.00	28.00	171.45
plot 6		05/04/2022	rec	0.00	43.00	214.45
deposit account transfer		11/04/2022	trans	0.00	580.14	794.59
allstone sand and gravel		11/04/2022	fpo	328.80	0.00	465.79
g nicholas (chairman allowance)		11/04/2022	fpo	250.00	0.00	215.79
b holder expenses		11/04/2022	fpo	30.10	0.00	185.69
plot 2a		11/04/2022	rec	0.00	14.00	199.69
plot 7a		11/04/2022	rec	0.00	15.00	214.69
plot 6a		11/04/2022	rec	0.00	15.00	229.69
plot 6a		11/04/2022	rec	0.00	15.00	244.69
deposit account transfer		20/04/2022	trans	0.00	510.10	754.79
GAPTC -good councillors guide		14/04/2022	fpo	21.70	0.00	733.09
g nicholas		20/04/2022	fpo	45.00	0.00	688.09
Dash uk ltd		20/04/2022	fpo	584.10	0.00	103.99
plot 5		25/04/2022	rec	0.00	15.00	118.99
plot 4b		25/04/2022	rec	0.00	15.00	133.99
plot 7		25/04/2022	rec	0.00	30.00	163.99
VAS batteries (R Gough)		26/04/2022	fpo	30.99	0.00	133.00
hmrc		26/04/2022	fpo	2.60	0.00	130.40
b holder wfh		26/04/2022	fpo	26.00	0.00	104.40
b holder		26/04/2022	fpo	736.23	0.00	-631.83
plot 3		27/04/2022	rec	0.00	30.00	-601.83
plot 6a		27/04/2022	rec	0.00	15.00	-586.83
plot 5		27/04/2022	rec	0.00	15.00	-571.83
hmrc vat refund for rec ground		29/04/2022	rec	0.00	4219.26	3647.43
deposit account transfer		26/04/2022		0.00	764.83	4412.26

Payment list

Expenses £14.40 mileage £5.00 stationery £3.00 printing = £22.40
Skip hire (verbally approved at previous meeting for Brookend) £328.80
Green bin licence (previously approved) £45.00
GAPTC subscription
AM groundcare (April) £140.00

bank reconciliations		01 April 2022	to	31/03/2023		
bank account	description	o/bal	income	expenditure	closing balance	bank statement
lloyds treasurers 02125731	current	100.45	6367.33	2055.52	4412.26	✓
NS&I 1		4416.81			4416.81	
NS&I 2		2814.78			2814.78	
lloyds business inst 07812478	savings	18052.66	3757.18	1855.07	19954.77	✓
totals		25384.70	10124.51	3910.59	31598.62	
INTER ACCOUNT						
TRANSFERS			1855	1855		
actual						
income/expenditure			8269	2056		

Budget against actual

	<u>BUDGET</u>	<u>ACUTAL YEAR TO DATE</u>	<u>BALANCE AVAILABLE TO SPEND</u>
budget to date			
PRECEPT	25200	0	
recreation ground grants		4219	
allotment income	500	279	
VAT receipt	0	3771	
wayleave	110	0	
bank interest received		0	
street cleaning grant	1218	0	
INCOME	27028	8269	0
CLERK / admin EXPENSES	500	56	444
COUNCILLORS EXPENSES	0	250	-250

professional /AUDIT FEE	600	0	600
Employment costs	12000	739	11261
PAYROLL ADMIN	150	0	150
DATA SERVICES	0	0	0
NEWSLETTERS /WEBSITE	200	0	200
SUBSCRIPTIONS	500	0	500
TRAINING	0	22	-22
INSURANCE	1200	0	1200
ALLOTMENTS expenses	300	0	300
137 GRANTS	0	0	0
OTHER GRANTS	1900	0	1900
MAINTENANCE of assets	500	31	469
WASTE COLLECTION	50	374	-324
PLAYGROUND INSPECTION	250	0	250
GRASS CUTTING	950	0	950
MAY HILL TREES		0	0
TREE INSPECTION	500	0	500
jubilee projects	1000	584	416
ELECTIONS	500	0	500
PLAY EQUIP	3000	0	3000
PWLB		0	0
VAT waiting to be repayed			0
CONTINGENCY	2250	0	2250
TOTAL EXPENDITURE	26350	2056	24294
BALANCE	678	24294	

Chairs allowance not included in this year budget but not claimed last year

Waste Collection skip hire not included in budget

No s137 grants included in budget