

A meeting of the Parish Council was held at **Read & Simonstone Village Hall, 6 East View, Read, BB12 7PS on Wednesday 7th January 2026 at 7.00p.m.**

Present: Chairman: Councillor R Hanson
Councillors: Anderson, Pollard, McKelvey, Hacking, & Greenhough

In attendance: Clerk A Haines, Cllr Malcolm Peplow, James Reilly (Easyweb Websites).

Chair Richard Hanson welcomed everyone to the meeting.

- 1. James Reilly from Easy Websites setting up email on councillors' devices**
- 2. Apologies for absence**
Apologies accepted: Cllr. A Hanson, Cllr Neary.
- 3. Declarations of Councillors' Interest and dispensations**
 - 1.1. To receive declarations of interest from Councillors on items on the agenda**
R Hanson declared an interest in Decision item 12.11 (footpath upgrade), as a neighbour to the land the footpath runs across, Cllr McKelvey declared an interest in item 13 (relative of the Tintern Ave. planning application).
 - 1.2. To receive requests for dispensations for disclosable pecuniary interests (if any)**
None
 - 1.3. To grant any requests for dispensation as appropriate**
None
- 4. To approve the minutes of the previous parish council meeting held on 5th November 2025**
Approved.
- 5. Matters arising from the above minutes not on the agenda**
None.
- 6. Public participation**
None
- 7. Borough Councillor's Report**
Borough Councillor's Report attached (Appendix I). In brief:
 - Update on incomplete drainage issue on Meadow View (Onward homes won't attend meeting, no response as yet from Johnathan Hinder, don't want to proceed until Johnathan is on board).
 - LGR: competing proposals for change submitted to Secretary of State in September. Urge everyone to take part in next consultation, first and last chance for RV residents to make views known. Can track progress on RVBC website.
 - Contact by resident – Turner Fold footpath signed ripped out. This has now been replaced by RPC, postcreted in to ground. **ACTION(S):** Clerk to report to PCSO (criminal damage).
 - Resident complaint about Trans Dev bus service – pupils not collected, arriving late/early, not stopping for people. If parish could put pressure on Trans Dev please do.
 - Borough Councillor drop-in sessions to become more accessible and available: now scheduling dates on alternating months on Weds at Village Hall (starting Feb) when café is on (to fit in with café) and Simonstone alternate months on Saturday

(starting at the end of Jan). Advertising on next leaflet, signs on noticeboard outside Village Hall.

- Aware that Clitheroe town centre issues affect residents here – council is finalising plans for refurbishment of Ribblesdale pool, will involve closure for around 6 months. Trying to get them to commit to fitting solar panels to roof to reduce energy costs using current energy schemes that reduce initial capital outlay. Investment in Clitheroe Market upgrade, would like to include High Street Shops/Castle Complex – would like money to benefit all three locations. Cllr Hacking asked if there are issues with parking in Clitheroe Town Centre, Cllr Hanson highlighted that there are quite a few car parks and on street parking spaces. Cllr Peplow mentioned a potential idea for a Road Train (hop on, hop off) linking public transport bus and car parks with shops and town centre locations. Finding ways of increasing footfall in market (weather protection, etc).

8. Clerk's Report/correspondence:

- 8.1. Following advice from LCC, In December clerk wrote to the owners of the property on Tintern Avenue to request that they remove the impinging building material that is spilling out onto the allotments. Received no response to this but next step is to throw the material back onto their land and put up a new fence, according to LCC. No evidence of removal of material so far. **ACTION(s):** (i) Cllr McKelvey to check whether material has been removed, (i) clerk to write again to say that further to previous letter, we not received a response, and that material needs to be removed by the 31st January otherwise RPC will have to remove ourselves and erect a fence, following advice from LCC.
- 8.2. Don't have laptop login details – **ACTION(s):** breaches GDPR. Clerk to set up log in details and share with Cllr Hanson.

9. Reports from external meetings:

- 9.1. Parish Liaison Meeting – Cllr Greenhough attended, discussed LGR, Lancaster-Preston-Ribble Valley is preferred model. 20 % wanted move to unitary authority. In February options will be consulted with Local Gov. Concerned with how parishes will look in future. Local development plan, settlement study. Call to identify sites for housing development for interested parties: 100 sites under assessment. Jubilee Fund deadline extended to 26th January.
- 9.2. Police report (monthly statistics table in Appendix II):
 - **November:** 2 x Assault involving known parties, 2 x Damage (1 with a known suspect who has been arrested and is under investigation), 1 x public order, 3 x RTC damage only, 1 x Theft.
 - **December:** 1 x Assault parties known to each other, 2 x Burglary dwellings, 1 x ASB (Noisy party), 3 x RTC damage only, 1 x Theft (Stone).

10. Playground report:

- 10.1. New bin being emptied. Cllr McKelvey noticed lots of young people one evening but didn't seem to be leaving rubbish.

11. Allotment Management Committee report:

- 11.1. Funding secured for the vacant 11A which will be the new community allotment.
- 11.2. 14 potential tenants on the waiting list.
- 11.3. The tenant on 7B has given up their plot, making 8 vacant, showings to resume now Christmas is over.
- 11.4. Tenant on plot 19B has asked for the south-facing perimeter fence to be repaired - a portion has completely gone. **ACTION(s):** Cllr Hanson to ask Cllr Neary if we are responsible for this.
- 11.5. AGM on 29/1/26 at Read Club.

- 11.6. Waiting for Andrew Isherwood to confirm when he can start on the trees on the site. He said he'd contact prior to Xmas, but hasn't. **ACTION(s):** Cllr Neary to ring him this week, also to ask him to put in writing the recommendations he's made regarding the dead trees, and the work asked so far with associated costs, and timescales to the Parish clerk.
- 11.7. Many tenants have not paid the bond increase of £50. **ACTION(s):** (i) clerk and Cllr Neary to meet to discuss this, and to chase any arrears for the normal rent renewal. (ii) Clerk to add up allotment costs over year, including fencing, clerk's hours, water, lengthsman, etc, to present figures at AGM to show how much we are spending on this. (iii) Clerk to draft letter for letter to tenants about terms 26/27 to be discussed at the AGM, including late payment charges.
- 11.8. Dividing fence to be erected between plots 9D/9E. The new tenant on 9E wants to put chickens on his, can't until the fence is up. We'd probably have to do this in the absence of the lengthsman.

12. Decision Items:

12.1. Christmas meal at the Higher Trapp: verbal update from Cllr Hacking

Meal went well, 43/44 from Read, almost 40 from Simonstone. Most enjoyed, some comments on cost/food quality and amount.. Good raffle prizes, bingo, lovely decorated room, service good. Paid £11.50 each, split with PC. Cllr Greenhough commented that tickets were being sold at café before advertisements went out, which wasn't necessarily fair. **ACTION(s):** Clifton to contact Wendy Prosser about the price of a catered meal for next year.

12.2. Donations to school and Church for support at the Christmas Light Switch On: Report from the clerk on proposed donations based on budget

- Read Parish Council's budget for donations in 25/26 is £200. This amount was originally intended to be split between the school (£100) and the church (£100); however, in December 2025 we made a donation of £200 to the Little Green Bus. Therefore, our remaining budget is £0.
- Have made this donation to Little Green bus every year, should do for church and school, move from the unused Civic Sunday fund. **ACTION(s):** clerk to make donations to Church and school.

12.3. Read in Bloom: no update.

12.4. Policy update/Adoption of LALC standing orders: Report from the clerk on policy updates:

- Clerk has shared a draft CCTV Policy. **ACTION(s):** clerk to add CCTV policy to website.
- Read Parish Council need to register with the ICO as we handle personal data (including CCTV footage, allotment records containing personal data, etc). There is an annual fee of £52 for this, but this ensures compliance with the requirements of the Data Protection Act 2018 and the General Data Protection Regulation (GDPR) 2016/679. **ACTION(s):** clerk to register with ICO.
- We need to appoint a data protection officer. Proposed: Cllr McKelvey. **ACTION(s):** clerk to find GDPR course and book.
- According to the ICO CCTV Code of Practice, signage for CCTV should include the following information:
 - That the area is covered by CCTV surveillance and pictures are recorded.
 - The purposes of using CCTV.

- The name of the Parish Council.
- Contact details for enquiries. need to make a new sign, info available on the parish council website.

ACTION(s): Clerk to forward these details to Cllr R Hanson to order CCTV signage.

- 12.5. **Lengthsman:** verbal update from Cllr R Hanson – Lengthsman still challenging most of concerns raised by RPC over timesheets. Accepted that not instructed to spend 10-12 hours putting in unrequired fence and 5.5 hours strimming wrong area of grass. **ACTION(s):** Clerk to draft letter with new proposal removing knock off 12 and 5.5 hours not asked to do from invoice sent, on the condition that he moves fence and puts in the right place, finish off unfinished jobs, gate, loose wire. Cllr Pollard spoken to another contractor who will quote for work. For future extensive fencing work, we should really be getting quotes for this. Lengthsman scheme is stopping in April. **ACTION(s):** clerk to write to County Councillor Ged Mirfin to seek assurance that any PROW work will be reimbursed as a concurrent function now this funding has come to an end.
- 12.6. **Car park EV chargers:** verbal report by Cllr Pollard. Scottish Power replied to RPC – said not economically viable for them to install EV chargers on car park. Wait to see if any future grants come in.
- 12.7. **Playground signage, gates and quote for improvement work:** verbal updates from the clerk and Cllr R Hanson. New sign at playground entrance will be £147 plus VAT. No response from contractors regarding playground repairs as yet. **ACTION(s):** (i) Cllr R Hanson to order sign, (ii) Cllr R Hanson to get quotes for installing gate chosen in November meeting first from Phil/Stuart, (iii) clerk to chase up playground repair quotes via telephone prior to applying for funding.
- 12.8. **Increasing renewal cost of allotments for 2026/27** – Due to lack of previous rent increase, increasing costs of water, fencing, upkeep, and clerk salary we are subsidising allotments at the moment. All plots need certain costs that are same, e.g. clerk salary. New proposed prices to be discussed with allotment manager/AGM: suggestions for full plot £80, half plot £50, quarter plot £30, **ACTION(s):** clerk to discuss option outlined with Cllr Neary.
- 12.9. **Community allotment project plan:** report from the clerk on the recent secured funding at project action plan timeline. Concerns were expressed over how plot will be drained or cleared. **ACTION(s):** Clerk to check that the 50 % grant has been paid in, then ask Cllr Neary to start clearing and levelling work, and ordering material.
- 12.10. **CCTV electricity costs at Cricket Club/Lease:** Cllr R Hanson reported that a meter should be fitted to measure electric from CCTV at the Cricket Club. The Cricket Club have suggested that we could waive their lease fee in return for covering the electricity costs from the CCTV. The current CCTV recoder has the ability to have 3 more cameras wired into it. Cllr R Hanson proposed acquiring another camera on allotment side of cricket club for the purpose of safety and security, and to discourage antisocial behaviour and vandalism. **ACTION(s):** (i) Cllr R Hanson to write a letter to the cricket club saying we will maintain the lease, but charge a nominal amount, and to ask about installing another camera, (ii) clerk to look into possibility of CCTV grant from RVBC and to get a quote for camera cost.
- 12.11. **Footpath upgrade from to bridleway at Cock Bridge – further steps for RPC:** The land in question is owned by someone but not registered on the land

registry. **ACTION(s):** Clerk to write to LCC, and say that as there are no registered owners, can they upgrade the path to a bridleway making it a safer right of way for cyclists. Cllr Pollard proposed, Cllr Anderson seconded.

13. Planning applications and decisions:

Three applications have been received/considered, one for tree works (no requirement to comment), and 2 for extensions (2 Tintern Clse & 8 Hammond Drive). Council have no objections. **ACTION(S):** clerk to inform planning department of decision.

14. Finance and accounts: Council approved finance report (Appendix III). It was commented that the Christmas lights very well received. However, funding for the lights that has been received is match-funded and not the whole £200 as promised. Clerk has queried with funding body, will chase up for another response towards end of month. It was proposed that next year we should add more lights to street columns and Christmas tree. **ACTION(s):** (i) Clerk to chase up Christmas light funding, (ii) clerk to invoice Read Motorbodies.

15. Items for the next agenda:

- 15.1. Update on Christmas meal 2026 costings and plans
- 15.2. Read in Bloom update
- 15.3. Update allotment AGM
- 15.4. Lengthsman update
- 15.5. Policy updates
- 15.6. Update on tree works at allotment
- 15.7. Update on playground signage, gates and quote for repair work
- 15.8. Update on increasing allotment costs following allotment AGM
- 15.9. Update on community allotment project plan
- 15.10. Update on CCTV electricity costs and additional camera at cricket club
- 15.11. Update on Cock Bridge Footpath Upgrade

Please send items for next agenda to clerk 10 days before next meeting.

The meeting ended at 9.05 pm.

The Next Meeting will take place on 4th February 2026 at 7pm at the Village Hall.

Appendix I: Borough Councillor's Report

BOROUGH COUNCILLOR'S REPORT TO READ PARISH COUNCIL ON 7 JANUARY 2026.

Happy New Year everyone.

With regard to the meeting about the incomplete drainage, footpaths and road to the Meadow View Estate in Read, Onward Homes finally replied saying they will not be attending a meeting. I am checking the stated reasons with the residents management company and if they query the validity of those reasons, I will be challenging them. I am still chasing Jonathan Hinder MP for a response but earlier in the process he had said he'd be happy to attend.

Moving to local government reorganisation, the competing proposals for change were submitted to the Secretary of State on 28 November and a government-run public consultation will then start very shortly this winter/spring in 2026. Ribble Valley Borough Council confirmed its preferred option as merger with Preston and Lancaster Councils if change must go ahead and was part of that bid to the Secretary of State. I urge all residents to keep a look out for the Government consultation as this will be the only chance to express our views before the Government decides which option to select. Up to date information on local government reorganisation can be found on Ribble Valley Borough Council's website.

I have been contacted by a resident who reported that the public footpath sign on the green at Turner Fold has been ripped out again as apparently this has happened before. Although PROW signage is an LCC responsibility, lack of funds may prevent or delay action so I wanted to ask the Parish whether it could

instruct its lengthsman to reset the Public Footpath sign and post securely for the benefit of local walkers. If not, I will report it to the County Councillor for future action.

I received a report from a resident just before Christmas of a recurrence of problems with Transdev's M2 service where school pupils have either failed to be collected as the single decker has too little capacity or the bus has arrived up to 45 minutes late. This unreliability is completely unacceptable for parents and pupils and Gaye and I are following this up again. We need assurances that buses will have enough capacity and that reliability will improve.

Our next Councillor Drop-in Session will be held at St. Peter's School Church Hall, School Lane Simonstone from 10-11am on Saturday 24 January. Following the agreement of the Village Hall Trustees here, Gaye and I will be holding our future drop-in sessions in Read in the Hub Room of Read & Simonstone Village Hall on the last Wednesday of each alternate month so that it is easy for anyone attending the Café to cross the corridor and visit us without making a special visit to the Village Hall on a Saturday. We think this is very positive and we are grateful that the Trustees have approved this change. It brings us to an event that a lot of residents attend in Read while maintaining Saturday sessions in Simonstone for all residents of both villages who are at work on weekdays. I will be updating the signs on the notice boards of both venues to confirm the dates shortly.

Councillor Malcolm Peplow

7 January 2026

Appendix II: The table below shows the crime statistics for various months.

Period	Category													Total
	Burglary	Drugs	TFV	Road-related offence	Road traffic collision	Robbery	Theft	DTV	Assault	ASB	Public order offence	CD	Other	
Dec.'25	2				3		1		1	1				8
Nov.'25					3		1		2	0	1	2		9
Oct.'25	1			1	1				4			1		8
Sept.'25	1		1	1			1		1			1		6
Aug' '25	1			1	1		4		1	1		2	1	12
July '25		1	1		1				1					4
June '25				3	1		2		2					8
May '25	1			1	5		1		3					11
April '25				2	3		1			4				10
March '25			1	4	1					4				10
Feb. '25			1	2	2		1							6
January '25								1	2	1				4
Dec.'24		1		1	4		1							7
Nov. '24				3						1				4
October '24				2	3		1			1		2		9
Sept.'24								1	1			1		3
August '24				4				1						5
June'24							1			4				5
April '24	2	1	1											4
October '23	1			1		1	2							5
August '23				1			1	1						3
July '23	1		1				2	2	1	1				8
June '23	1						1		3				1	6
May '23	1		1						1	2		1		6
Total:	12	3	7	27	28	1	21	6	23	20	1	10	2	161

Table Key: TFV = Theft from Vehicle. DTV= Damage to Vehicle. ASB = Anti- Social Behaviour . CD Criminal Damage

Appendix III: Finance Report

November & December 2025 Account reporting			
Payments			
Date	Item	Amount	
04/11/25	BP to RVBC for emptying of topsy bin playground 25/26	£ 125.40	
04/11/25	BP to RVBC Grounds maintenance 25/26	£ 1,430.24	
06/11/25	BP to Marie Hacking for Xmas Party raffle prizes	£ 36.25	
06/11/25	BP tp C&R Walne Engravers Ltd for Fort Street Planter plaque	£ 67.20	
06/11/25	Contribution from Simonstone PC for raffle prizes	-£ 18.12	
11/11/25	BP to: WM Joinery & const for CCTV	£ 504.00	
11/11/25	BP to: Rhys Meehan for CCTV	£ 1,450.00	
11/11/25	BP to: Water Plus	£ 57.33	
17/11/25	BP to: LCC Highways	£ 92.40	
17/11/25	BP to HMRC clerks salary and NI (see clerk payslip)	£ 33.78	
17/11/25	BP to Anna Haines clerk salary	£ 642.20	
20/11/25	BP to Read Cricket Club Christmas tree sponsorship	£ 30.00	
20/11/25	BP to DM Parroll services	£ 72.00	
20/11/25	BP to Read Con club for RBL Poppy wreath	£ 20.00	
20/11/25	BP to Higher Trapp for Xmas party deposit	£ 456.00	
30/11/25	service charge	£ 6.00	
04/12/25	BP to Robert Anderson for Floodlight	£ 30.00	
04/12/25	BP to Robert Anderson for Floodlight 2	£ 32.00	
04/12/25	BP to Stately Lighting for street column xmas lights	£ 3,888.00	
04/12/25	BP to Anna Haines for xmas light batteries	£ 11.98	
04/12/25	BP to Anna Haines for Church Garden lights amazon	£ 179.91	
09/12/25	BP to Steve Neary reimbursed add. batteries	£ 9.99	
09/12/25	BP to Morral Play Services playground inspection	£ 210.00	
09/12/25	BP to Little Green Bus donation	£ 200.00	
16/12/25	BP to Anna Haines stamps	£ 3.40	
16/12/25	BP to HMRC clerk salary & NI	£ 33.78	
16/12/25	BP to Anna Haines clerk salary	£ 642.20	
17/12/25	BP to Clifton Pollard for Silicone sealant	£ 6.14	
17/12/25	BP to Clifton Pollard for timer	£ 17.99	
18/12/25	BP to Anna Haines printing expenses Oct - Dec	£ 21.45	
31/12/25	service charge	£ 6.00	
Total		£ 10,297.52	

Receipts			
Date	Item	Amount	
03/11/2025	Helen Robinson Plot 12 A allotment rent and bond	£ 118.00	
03/11/2025	J Walmsley Plot 1A allotment rent and bond	£ 118.00	
04/11/2025	A Watson 17 A allotment rent	£ 18.00	
04/11/2025	E Crook Allotment rent and bond	£ 118.00	
07/11/2025	A Watson 19A	£ 150.00	
10/11/2025	Zac Miller 9D	£ 124.00	
11/11/2025	Martin Dickinson 22A	£ 118.00	
14/11/2025	Karen Webster 15B	£ 18.55	
20/11/2025	Wilkinson Adam and Beth 20B	£ 18.00	
24/11/2025	Amy Adamson 2A	£ 37.17	
24/11/2025	Sally McKelvey 1D	£ 18.55	
24/11/2025	Whitwell SJ & DL 9C	£ 74.74	
24/11/2025	Sally McKelvey 1D	£ 50.00	
24/11/2025	Helen Robinson 12A	£ 0.55	
25/11/2025	J Rydeheard 18D	£ 68.55	
25/11/2025	Jonathan Taylor 2C	£ 18.55	
25/11/2025	Derek Eastwood	£ 18.55	
25/11/2025	Broughton M 22D	£ 18.55	
25/11/2025	Wonstencroft L 17C	£ 0.55	
26/11/2025	Andy Watson 19A	£ 18.55	
26/11/2025	World S&C plot 12B	£ 18.55	
26/11/2025	Cassin M 22F	£ 18.55	
26/11/2025	Strzeszewski 10A	£ 18.55	
26/11/2025	Bleasdale/M Hunt 18B	£ 18.55	
27/11/2025	Alison Heptonstall 10B	£ 18.55	
27/11/2025	Haworth PH 8B	£ 74.74	
27/11/2025	Hemingway SP 9A	£ 18.55	
28/11/2025	J Hutchinson 13B	£ 49.49	
28/11/2025	McKno 2D & 6B	£ 173.72	
28/11/2025	Knight BN 12D	£ 18.55	
28/11/2025	Bob Anderson 14	£ 124.23	
01/12/2025	Lai Wah Tsang 1B	£ 18.55	
01/12/2025	Slater & Clarke Allotment 5C	£ 18.00	
01/12/2025	Karen Webster 15B	£ 5.00	
01/12/2025	Butterworth A 16A	£ 37.17	
01/12/2025	Derek Eastwood 22E	£ 50.00	
01/12/2025	Haworth KL 20C	£ 18.55	
01/12/2025	A Bolton 9E	£ 24.74	
02/12/2025	BurgessDJ 8C	£ 49.49	
02/12/2025	Plowes & Plowe 20A	£ 18.55	
04/12/2025	S Shorrock Pike 5A	£ 18.55	
04/12/2025	Graveston Allotment 19B	£ 18.55	
05/12/2025	Turner TM Plot 18A	£ 50.00	
05/12/2025	Turner TM Plot 18A	£ 18.55	
05/12/2025	Karin Targett 6A	£ 24.74	
08/12/2025	Ribble Valley in Bloom	£ 250.00	
08/12/2025	Mary Hart 20D	£ 24.74	
12/12/2025	McIntyre 1C	£ 18.55	
15/12/2025	Stephenson 12C	£ 18.55	
19/12/2025	Barrett 7 C	£ 12.37	
22/12/2025	RVBC Xmas lights	£ 84.12	
29/12/2025	Eldridge 22B	£ 18.55	
31/12/2025	Interest on savings account	£ 203.63	
Total		£ 2,677.84	

Bank accounts			
	Unity Current:	£	1,441.67
	Unity Savings:	£	31,333.03
	Total	£	32,774.70
	Balance brought forward	£	40,394.38
	Difference from previous month	-£	7,619.68
Bank reconciliation			
	Receipts - Payments	-£	7,619.68
	Difference from previous month	-£	7,619.68
Do these amounts match?		YES	

READ PARISH COUNCIL

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			Actual Income													
INCOME		Stream	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	Total	
	RVBC Precept	Precept	14,824.00												14,824.00	
	HMRC VAT Return	VAT Repay		7,656.30		470.80									8,127.10	
	RVBC Grants	RVBC Grant		500.00					125.00		334.12	1,500.00			2,459.12	
	Concurrent Funding	RVBC					2,086.00								2,086.00	
	Other grants	Grant		30.04											30.04	
	Rents and iicesnses	Other income		500.00	110			100.00	18.00	707.84	358.20	539.93			2,333.97	
	Bonds	Bonds				50.00	100.00		150.00	850.00	105.00	2145			3,400.00	
	Other income	Other		1,811.84	310.56	82.22		258.36			203.63	307.26	200.00		3,173.87	
	Contributions	Other					375.00								375.00	
	Totals:		14,824.00	10,498.18	420.56	603.02	100.00	2,444.36	293.00	1,557.84	1,000.95	4,492.19	200.00	0.00	36,434.10	

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			Actual Expenditure														
EXPENDITURE		Stream	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	Total	Budget	Rem.
	clerk salary	Admin. Exp.		632.50	559.55	540.35	622.35	622.35	662.65	642.20	642.20	676.00	676.00	676.00	6,952.15	3500.00	-3452.15
	HMRC (tax/NI)	Admin. Exp.			0.46	59.21	49.12	25.31	36.85	33.78	33.78	38.85	38.85	38.85	355.06	768.00	412.94
	Expenses (mileage, printing, consumables)	Admin. Exp.				39.71		27.83	1.49		24.85	20.00	20.00	20.00	153.88	466.00	312.12
	clerk training	Admin. Exp.		35.00	144.00							0	0.00	0.00	179.00	0.00	-179.00
	membership subscriptions	Admin. Exp.	281.30		118.00							0.00	0.00	0.00	399.30	135.00	-264.30
	audit fees	Admin. Exp.					60.00	426.00				0.00	0.00	0.00	486.00	468.00	-18.00
	payroll services	Admin. Exp.				72.00				72.00		0.00	0.00	72.00	216.00	720.00	504.00
	Insurance	Admin. Exp.			654.28							0	0.00	0.00	654.28	600.00	-54.28
	Bank charges	Admin. Exp.	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00	72.00	0.00	-72.00
	General admin	Admin. Exp.						19.55				20.00	20.00	20.00	79.55	460.00	380.45
	wesite /IT/computing costs	Admin. Exp.							95.00			180.00	55.00	55.00	385.00	552.00	167.00
	allotment bond return	Admin. Exp.						50.00	50.00			100.00	0.00	0.00	200.00	200.00	0.00
	Lengthsman	Amenity Exp.						1,000.00				1,000.00	0.00	1,000.00	3,000.00	900.00	-2100.00
	General maintenance	Amenity Exp.			75.00						62.00	25.00	25.00	25.00	212.00	0.00	-212.00
	Allotments	Amenity Exp.				216.00		1,309.92	0.00			75.00	25.00	25.00	1,650.92	0.00	-1650.92
	Bin emptying	Amenity Exp.	2,230.81							125.40		0.00	0.00	0.00	2,356.21	1700.00	-656.21
	Grass cutting	Amenity Exp.	1,300.22							1,430.24		0.00	0.00	0.00	2,730.46	1460.00	-1270.46
	Utilities	Amenity Exp.	85.23	49.58	94.96	54.59	54.82	82.42	54.59	57.33		50.63	49.96	49.15	683.26	800.00	116.74
	Bus stop cleaning	Amenity Exp.		35.00		35.00		35.00				35.00	0.00	35.00	175.00	100.00	-75.00
	Playground inspection	Amenity Exp.									210.00	0.00	0.00	0.00	210.00	150.00	-60.00
	Playground equipment contingency repair	Amenity Exp.										300.00	150.00	150.00	600.00	1000.00	400.00
	Other expenses	Amenity Exp.	120.00									0.00	0.00	0.00	120.00	0.00	-120.00
	Christmas tree lights	Sundry Exp.								30.00	226.01	0.00	0.00	0.00	256.01	300.00	43.99
	Christmas party Higher Trapp	Sundry Exp.					50.00			474.13		0.00	0.00	0.00	524.13	400.00	-124.13
	Remembrance Sunday	Sundry Exp.								20.00		0.00	0.00	0.00	20.00	50.00	30.00
	Civic Sunday	Sundry Exp.										0.00	0.00	0.00	0.00	200.00	200.00
	Village Hall Hire	Sundry Exp.	60.50									0	0.00	266.75	327.25	260.00	-67.25
	Donations	Sundry Exp.									200.00	0	0.00	100.00	300.00	200.00	-100.00
	Other Sundry expenses	Sundry Exp.										0.00	0.00	0.00	0.00	0.00	0.00
	Playground capital	Capital Exp.			5,876.34	6,061.28			4,699.99			0.00	0.00	0.00	16,637.61	0.00	-16637.61
	Allotment capital	Capital Exp.										0.00	0.00	0.00	0.00	0.00	0.00
	Other capital	Capital Exp.		474						2,113.60	3,888.00	0.00	0.00	0.00	6,475.60	0.00	-6475.60
	Totals:		4,084.06	1,232.08	7,528.59	7,084.14	782.29	3,238.38	6,032.57	5,004.68	5,292.84	2,526.48	1,065.81	2,538.75	46,410.67	15,389.00	-31,021.67

Appendix IV: Actions from Agenda

Minute	Action
7.00	Clerk to report footpath sign damage to PCSO (criminal damage).
8.10	Cllr McKelvey to check whether Tintern Ave material has been removed from allotment
8.10	Clerk to write again to Tintern Ave
8.20	Clerk to set up log in details and share with Cllr Hanson
11.40	Cllr Hanson to ask Steve if we are responsible for fence improvements on plot 19B.
11.60	Cllr Neary to ring Andrew Isherwood this week, to ask him to put in writing the recommendations he's made regarding the dead trees, and the work asked so far with associated costs, and timescales to the Parish clerk.
11.70	clerk and Cllr Neary to meet to discuss allotment rent/bond arrears
11.70	Clerk to add up allotment costs over year, including fencing, clerks hours, water, lengthsman, etc, to present figures at AGM to show how much we are spending on this.
11.70	Clerk to draft letter for letter to tenants about terms 26/27 to be discussed at the AGM, including late payment charges.
12.10	Clifton to contact Wendy Prosser about the price of a catered meal for next year.
12.20	clerk to make donations to Church and school.
12.40	clerk to add CCTV policy to website.
12.40	clerk to register with ICO.
12.40	clerk to find GDPR course and book.
12.40	Clerk to forward signage details to Cllr R Hanson to order CCTV signage.
12.50	Clerk to draft letter to lengthsman with invoice proposal
12.50	clerk to write to County Councillor Ged Mirfin to seek assurance that any PROW work will be reimbursed as a concurrent function now this funding has come to an end.
12.70	Cllr R Hanson to order playground sign.
12.70	Cllr R Hanson to get quotes for installing gate chosen in November meeting first from Phil/Stuart,
12.70	clerk to chase up playground repair quotes via telephone prior to applying for funding.
12.80	clerk to discuss allotment rent option outlined with Steve.
12.10	Cllr R Hanson to write a letter to the cricket club saying we will maintain the lease, but charge a nominal amount, and to ask about installing another camera
12.10	clerk to look into possibility of CCTV grant from RVBC and to get a quote for camera cost.
12.11	Clerk to write to LCC, and say that as there are no registered owners, can they upgrade the path to a bridleway making it a safer right of way for cyclists.
14.00	Clerk to chase up Christmas light funding,
14.00	clerk to invoice Read Motorbodies.