

Caythorpe and Frieston Parish Council

Minutes of the Annual Parish Council Meeting held on 3rd May 2017

Present: **Councillors:** B Nelson (Chairman)
 R Dix
 G Ashcroft,
 G Woodward
 R Greybrook
 A Roberts
 R Brooke

District
Councillor: B Sampson

County
Councillor: P Wood

Clerk: Mr M. Stevens

1.		Election of Chairman and Vice Chairman	<u>Action</u>
	1.1	MS invited the meeting to nominate candidates for the position of Chairman of the Council for the forthcoming year. It was noted that there were no new nominations and therefore Cllr Dix proposed that Cllr Nelson should be take the role of Chairman. This was seconded by Cllr Ashcroft and was unanimously agreed by the members.	
	1.2	Chairman Nelson then asked for nominations to the position of Vice Chairman. Again there were no other applications from the members and therefore Cllr Nelson proposed that Cllr Dix takes on this role for an additional period of 1 year. This motion was seconded by Cllr Greybrook and unanimously agreed by all members.	
2.		Apologies for Absence. Cllr. R Mountain, H Giddings, M Budden, N Fritzsche	
3.		<u>Declaration of Interests under the Local Government Act</u> There were no declarations of interest	
4.		<u>Election of Members for the Planning Committee</u>	
	4.1	This motion was put forward that Cllr Ashcroft remains as Chairman of the Planning Committee for the coming year and that Cllr Brooke should be appointed as Vice Chairman. The planning groups' members totalling 6 would be selected for a meeting from any of the main body. This motion was seconded and agreed unanimously by all members.	
5.		<u>Election of Members for the Finance Committee</u>	
	5.1	This motion was put forward that Cllr Nelson remains as Chairman of the Finance Committee for the coming year and that Cllr Woodward should be appointed as Vice Chairman. The finance groups' members totalling 6 would be selected for a meeting from any of the main body. This motion was seconded and agreed unanimously by all members.	
6.		Appointment of Representatives to the Village Hall, Playing Fields and Allotment Committees	
	6.1	This motion was put forward for existing representatives to remain in these roles for the forthcoming annual period. i.e. Cllr Greybrook – Village Hall Cllr Nelson – Playing Fields Cllr Ashcroft – Allotments This motion was agreed unanimously by all members.	

7.			<p>Approval of minutes of the Annual Parish Meeting held on 8th March 2017</p> <p>These minutes were presented to the meeting for approval Agreed unanimously that the minutes are a true record and were signed by the Chairman</p>	
8.			<p>Parish Clerk's Report – To Update on matters occurring since the last meeting not otherwise on the agenda.</p>	
	8.1		<p><u>Project List/Register</u></p> <p>MS had issued an updated project list to members prior to the meeting, MS stated that there are currently 14 live projects within the register and that 5 of these had a status of either completed, closed or rejected. These 5 are showing for reference purposes only and would be filtered out before the next meeting.</p>	MS
	8.2		<p><u>Village Telephone</u></p> <p>MS stated that since the last meeting contact had been made with the SKDC representative that had administered the 90 day consultation period with BT. Having been referred directly to BT for an update on the situation MS stated that despite sending an email to the Payphone Planning Office (Rick Thompson) several weeks ago no response had been received. It was agreed that MS should again try to obtain details of status of this project from BT before the next meeting</p>	MS
	8.3		<p><u>Insurance Building and Asset Register</u></p> <p>It was noted that an email had been sent to Councillors in advance of the meeting that explained in detail steps that had been taken since the last meeting. In summary since the approval of costs to conduct a buildings valuation and to update the asset register these documents had been sent to Came and Company for appraisal. Unsurprisingly the total asset value had increased substantially resulting in an additional premium of £723 for the year. It was proposed that funding of this amount is granted so that an invoice could be requested thereby ensuring that all assets are suitable covered. This proposal was agreed unanimously by all members</p>	MS
	8.4		<p><u>Resilient Communities Conference 2017</u></p> <p>MS reminded the meeting that this conference was referred to at the previous meeting and was subsequently cancelled with view to rearranging for June. MS reported that an email had been received confirming that the conference would be held on Thursday 8th June and having spoken to Cllr Nelson had forwarded the email for comment to Cllr Fritzsche asking for commitment. In the absence of NF it was decided to minute this requirement so that MS could reply with the names of proposed delegates.</p>	MS/NF
9.			<p><u>Financial Matters:</u></p>	
	9.1		<p><u>Approval of the Parish Council Governance Statement 2017</u></p> <p>MS made reference to a number of documents that had been forwarded to Councillors for perusal in advance of the meeting. These documents were as follows:</p> <ol style="list-style-type: none"> 1. Governance Statement 2. Account Statement 3. Scanned Document copies of Grant Thornton returns 4. Management Accounts to 31st March 2017 5. Bank Account Reconciliation to 31st March 2017 <p>Having discussed and reviewed these documents at the meeting it was proposed by the Chairman that the Governance Statement is approved by the full meeting of the Parish Council. This motion was seconded by Cllr Ashcroft and unanimously agreed by the members. Section 1 of the document was signed and dated by Chairman Nelson and the Parish Clerk and recorded as minute 9.1 on the document.</p>	
	9.2		<p><u>Approval of End of Year Accounting Statement 2017</u></p> <p>Again having discussed and reviewed the financial documents at the meeting it was proposed by the Chairman that the Accounting Statements is approved by the full meeting of the Parish Council. This motion was</p>	

		seconded by Cllr Ashcroft and unanimously agreed by the members. Section 2 of the document was signed and dated firstly by the Parish Clerk and then by Chairman Nelson and recorded as minute 9.2 on the document.	
9.3		<u>Internal Audit Report</u> It was confirmed that a satisfactory internal audit had been concluded on 22 nd April by John Carpenter. This section of the Annual Return had been completed, dated and signed on this date by the auditor.	
9.4		<u>Exercise of Public Rights</u> MS confirmed to the meeting that this document had been completed and that a copy would be sent to Grant Thornton the External Auditor, in due course. This document would be published on the Parish Website and the main village notice board for the period 5 th June – 14 th July (30 day period) having announced this fact on the 4 th June 2017	MS
9.5		<u>Declaration of Status of Published Accounts</u> MS confirmed to the meeting that this document had been completed and that a copy would be sent to Grant Thornton the External Auditor, in due course. This document would be published on the Parish Website and on the main village notice board for the period 5 th June – 14 th July (30 day period) having announced this fact on the 4 th June 2017. In addition to this document a copy of the accounts for the year end will be published on the Parish Website.	MS
9.6		<u>Review of Budget 2017/18</u> In advance of the meeting a draft copy of the budget had been circulated to councillors for their perusal. Cllr Dix raised a concern that no provision had been made for election costs and that the sum of £1000 should be added to this area of the budget. In addition, Cllr Nelson proposed that the draft is amended and reviewed again at a finance Committee meeting to be scheduled before the next full PC meeting. Both of these proposals were agreed unanimously and carried forward to the next meeting	BN/MS
9.7		<u>Review and Acceptance of CFPC Standing Orders</u> Prior to the meeting a copy of this document had been circulated to the members. It was agreed that no glaring anomalies had been identified and that individual Councillors should examine the documents and forward any concerns to the Parish Clerk for review.	ALL
9.8		<u>Review and Acceptance of CFPC Financial Regulations</u> Prior to the meeting a copy of this document had been circulated to the members. Again it was agreed that no glaring anomalies had been identified and that individual Councillors should examine the documents and forward any concerns to the Parish Clerk for review.	ALL
9.9		<u>Review and Acceptance and Signing of Disclosure of Personal Interests</u> MS circulated a document that included the names of each of the Councillors for each to confirm by signing that they had no personal interests affecting their role as Parish Councillor. Of those present all signed and returned the form with the exception of Cllr Greybrook whose name was missing from the list. It was agreed that Cllr Greybrook's name would be added to the names of the other Councillors not in attendance for signing at the next meeting.	MS
9.10		<u>Authorisation of BACS/Cheque Payments.</u> The Chairman circulated 2 documents for approval by the Councillors, i. Invoices approved and paid since the last meeting. ii. Invoices to be paid once authorised at the meeting See Appendix (1 & 2) for details. Resolved: that the payments were approved for payment	
9.11		<u>Maintenance Issues including the War Memorial</u>	
	9.11.1	Cllr Dix informed the meeting that the tree work had been completed satisfactorily and that when the job required action in the future it would be unlikely to be funded by the Parish Council	
	9.11.2	It was suggested that Western Power should be contacted with view to	

			moving the overhead cable to the church and to suggest that provision is made for underground. It was agreed that Western Power would be contacted to evaluate these recommendations	BN/MS
	9.11.3		As the War Memorial has been awarded grade 2 listing status by Historic England the need has been identified to have the memorial and plaques cleaned. Prior to the meeting Cllrs. Greybrook and Roberts have started to evaluate this requirement and once completed it was agreed that the specification would be sent to suppliers for a quotation for the work. These being, Linnell and Bonsors.	MS
	9.11.4		The need to keep the area clear of weeds and other debris was discussed and it was agreed that the services of Brian Wills at £14 per hour would be used on a regular basis.	
	9.11.5		MS stated that an email had been sent to Mrs Blakemore following the reduction of trees at the Memorial Site, thanking her for her support with the project. In addition Mrs Blackmore was informed that the cleaning exercise was about to commence and in addition was asked to comment on the ownership of the surrounding wall and the need to repair re-point and clean. To date no response to this email has been received.	
	9.12		<u>Village Notice Board</u> Cllr Roberts reported the need to have the Notice Board in Gorse Hill Lane repaired. It was proposed that this should be actioned by Brian Wills and unanimously agreed that this work should be actioned as soon as is practical.	AR
	9.13		<u>Sunshine Group</u> Cllr Sampson stated that it is understood that a reasonable insurance quotation has now been received by the group and that they are continuing to liaise with him regarding other issues that are yet to be resolved.	
	9.14		<u>Caythorpe Pre-school</u> Detail of this application with detail of their accounts had been circulated to members prior to the meeting. After much discussion it was agreed that some additional information was required before a decision for a grant of money could be made. Reference was made to why the funding was required, had what level of fund raising had been actioned by the committee to date. It was agreed that the chairman of the committee (Alan Graham) would be contacted by Cllr Brooke with view to arranging a meeting to obtain this additional information with view to reporting back at the next CFPC meeting so a decision could be taken.	RB
	9.15		<u>Caythorpe Medical Practice</u> Detail of this application had been had been sent to Councillors prior to the meeting that outlined a request for a grant for the purchase of medical equipment. Following much discussion it was agreed that there are a number of additional questions that need answering before a decision could be made and therefore contact would be made with the relevant person with view to reporting back to the CFPC at the next scheduled meeting.	BN/RD
	9.16		<u>Back Lane Project</u> Cllr Ashcroft had previously circulated detail of a rough quotation for providing a lay-by for parking in Back Lane. This specification provided by Redrose Group amounted to £35K. It was agreed that a meeting with LCC should be arranged through Cllr Wood to move this project forward.	BN/PW
10.			<u>The Parish Environment</u>	
	10.1		<u>New Planning Applications Received since Last Meeting</u>	
	10.1.1		S17/0492 -Caythorpe Hall - retrospective planning approval for the already completed Veranda and Conservatory. Response Submitted 30 Apr 17: <i>Caythorpe and Frieston Parish Council did not object to the proposals in the original application, given that they were improvements on what was there already, and we were glad to see investments in the property, therefore we have no objection to this retrospective application. SKDC Reference: 1031931.</i> Agreed (unanimously): to approve the Application	

	10.1.2	<p>S17/0694 - 21 Millfield Crescent - Demolish existing garage to side and erection of side extensions to create garage at ground floor and lounge at first floor.</p> <p>Subject to a final on-site inspection by Cllr Ashcroft Agreed (unanimously): to approve the Application</p>	
	10.2	<u>Planning Decisions Received Since Last Meeting</u>	
	10.2.1	S17/0306 – Application for tree subject to TPO - 9 Frieston Green. - Work Allowed @ 19 April 2017.	
	10.2.2	S17/0215 - Removal of Oak Tree Westgate, 2 Old Lincoln Road. Work Allowed @ 10 April 2017	
	10.2.3	S17/0030 - Reduction of ash and sycamore trees by 3m and removal of T23 and T24. South Moore 2A High Street. TPO Works refused.	
	10.2.4	<p>S17/0070 & S17/0277 – Applications for revised boundary treatment Land of High Street, Caythorpe. – Both applications withdrawn</p> <p>Subsequent correspondence with SKDC Planning has confirmed that the current situation as far as the boundary treatment is concerned is as approved under S16/0568. This permission requires that the development be implemented in accordance with Drawing No. ST-215/01 Rev. C (Site Details). The drawing provides details of the site layout, including boundary treatment. The drawing shows that the existing hedgerows would be retained apart from those points where pedestrian and vehicular accesses would be formed.</p> <p>No additional action required</p>	
	10.3	<u>Other Planning Issues</u>	
	10.3.1	<p>Lincolnshire Minerals and Waste Local Plan</p> <p>The first part of the Lincolnshire Minerals and Waste Local Plan that will form the key to the delivery of sustainable minerals and waste development in the County to the year 2031 was adopted by LCC on 1 June 2016. The second part of the Plan, the Site Locations (Pre-Submission Draft) document has been submitted to the Secretary of State for examination during April 2017. The nearest proposed sites to us will be at Sleaford and Gonerby.</p> <p>Update of report was noted</p>	
	10.3.2	<p>Local Plan Consultation</p> <p>Rescheduled until after the General Election, dates TBA.</p>	
	10.4	<u>Dog Fouling.</u>	
	10.4.1	<p>Cllr Greybrook had issued a report prior to the meeting. In the report it was stated that a flyer produced by SKDC was inserted in the April “News & Views” together with a full page notice and hopefully dog owning residents are getting the message about this on-going problem.</p> <p>District Councillor Bob Sampson is arranging a supply of lamp post notices for the Village that will be installed when received.</p> <p>Agreed (unanimously): to approve the Report</p>	
	10.5	<u>Parish Website</u>	
	10.5.1	<p>MS confirmed that a training course had been attended at LCC offices Lincoln. Since this session 2 new pages had been added to the Parish Website. The first entitled Parish News contained information about the latest CFPC meetings with the agendas. Once the meeting had concluded this page would be turned off until additional news is available for publishing.</p> <p>The second page is for publishing accounts information and will be turned on later in the year for the publication of the annual accounts information and the Public Rights Notice.</p>	
	10.6	<u>Bus Shelter Project</u>	
	10.6.1	MS stated that Smarter Choice Accessibility Team of LCC had been contacted and the requirement for funding for a Bus Shelter to be erected at the telephone box location in the High Street had been registered. Although	

			it was stated that funds are not available at present, due to LCC lack of funds, the registration ensures that should funds become available in the future CFPC would already be in the frame.	
	10.6.2		MS stated that the Parish were advised to identify the type of Shelter required and to obtain a licence through Highways. It was also suggested that self-funding maybe an option and to reclaim through funding when funds are available. It was agreed that this project should be discussed further at the next Finance Committee meeting and to add the project to the project register for tracking purposes.	BN/MS
	10.7		<u>Fish and Chip Van</u>	
	10.7.1		Cllr Dix updated the meeting and stated that the van is now located on the highway in Chapel Lane until such time as another location can be identified.	
	10.7.2		Cllr Dix said that alternative locations had been sought including the land in front of the old Fish and Chip shop and also the land owned by the Parish Council that is adjacent to the old Post Office. It was agreed that additional work is required to clarify these issues.	RD
	10.8		<u>Litter Picking</u>	
	10.8.1		Cllr Nelson informed the meeting that Cllr Brooke would be taking on board the responsibilities for litter for the Parish.	
	10.8.2		Cllr Brooke stated that he is currently putting together an action plan and would be seeking a group of volunteers through News and Views to meet on fairly regular basis.	RB
	10.9		<u>Burial Ground</u> There are no issues to report this meeting	
	10.10		<u>Grass Cutting on Frieston Green</u>	
	10.10.1		Cllr Nelson reported issues of untidy areas of grass on Frieston Lower Green and in the triangle when entering Frieston from the A607. Cllr Woodward also reported that this triangle had become a dumping ground. In view of this it was unanimously agreed that G W King should be asked to quote to keep these areas cut when also doing the same in the area. Cllr Nelson agreed to clarify the address and post code of the area on the green requiring work.	MS BN
	10.11		<u>Playing Field Chains</u> Cllr Roberts identified the need to look at the condition and length of the swing chains in the playing fields	
	10.12		<u>Lime Grove Copse</u> Councillors spoke of the efforts that had been made to improve this area by Mick Moore and that he should be thanked for his hard work.	MS
11.			<u>Transport and Highways</u> <u>There were no issues to report</u>	
12.			<u>Community Activities</u>	
	12.1		<u>Allotment Committee</u> Cllr Ashcroft had issued a report prior to the meeting. In the report it was stated that all allotment plots are now occupied with exception of one half plot. However, applications have been received for this plot and it is anticipated that all plots will be occupied in the near future. The appointment of a new allotment association Chairperson (Karen Pepper) and Treasurer (Dean Allen) was ratified at the recent committee meeting, together with a vote of thanks to the outgoing Chairman and Treasurer (Howard and Dinah Fuller) for all their hard work and dedication to the association since its concept some 2 years ago. The association is to hold a Coffee and Cake, and Plant Sale in the Village Hall on Sat 3 June with at least 50% of the profits from the event being donated to the Village Hall or other similar beneficiaries. Agreed: To approve the report	
	9.2		<u>Playing Field Committee</u> Cllr Nelson had issued a report prior to the meeting. In the report it was stated that plans are being made for this year's GALA which will be held on	

		<p>September 2nd and contact made with the Signals Parachute Squadron in order to help co-ordinate their activities on and around the weekend. To date no one has come forward to take over the running of the fund raising events previously organised by David Dorey.</p> <p>The AGM will be held on 23rd May in the Pavilion when members of the public will be invited to attend.</p> <p>Agreed: To approve the report.</p>	
9.3		<p><u>Village Hall Committee</u></p> <p>Cllr Greybrook had issued a report prior to the meeting. In the report it was stated that the new sound system, hearing loop & acoustic panels had been installed. This work has been made possible by a grant of £8583.44 from the SKDC Community Fund and a further donation of £500 from the Rotary Club of Grantham towards the cost.</p> <p>The hearing loop is installed in the main hall only, together with the acoustic panels and speakers. Additional speakers will be installed in the committee room within the next few days.</p> <p>The AGM was held recently – there was one resignation from the committee for personal reasons, all other members were re-elected. The audited accounts were presented and accepted. Cllr Richard Dix attended on behalf of the PC and extended thanks to the committee for the hard work during the year.</p> <p>A Ceilidh is planned for June 10th – this will take the place of the annual “Jazz in the Garden” event.</p> <p>A Village Garage Sale is being organised for August 13th this follows on from the successful one held in 2016.</p> <p>The Village Breakfast and Table Top Sale held monthly continue to be successful and is a valuable fundraiser for the hall.</p> <p>The hall will be used for the County Council Election on 4 May and the General Election on 8th June.</p> <p>Agreed: To approve the report</p>	
9.4		<p><u>News & Views.</u></p> <p>No updates to report since last meeting</p>	
9.5		<p><u>LIVES First Responders</u></p> <p>Cllr Ashcroft had issued a report prior to the meeting. In the report it was stated that the first of the new cluster meetings were held last month and Linda Kingston and her team gave a Defibrillator & CPR demonstration on behalf of Community Heartbeat to a small section of local villagers on the 12th April. As always, the LIVES group are urgently seeking volunteers to join the team and become First Responders.</p> <p>Agreed: To approve the report</p>	
9.6		<p><u>Community Heartbeat.</u></p> <p>Cllr Greybrook had issued a report prior to the meeting. In the report it was stated that a Defibrillator & CPR demonstration was held in the Village Hall on April 12th, this was in conjunction with the Caythorpe & Fulbeck L.I.V.E.S. GROUP. Unfortunately, it was not very well attended which was possibly due to it being just prior to the Easter break. However, the feedback from the attendees was positive. Since the event a number of people have enquired about the possibility of another session on a more suitable date, ideally prior to the school holidays in July.</p> <p>Agreed: To approve the report</p>	
10.		<p><u>Community Safety – Report on Local Crime and Policing Matters</u></p> <p>There were no issues to report</p>	
11.		<p><u>Items of Urgent Business</u></p> <p>There were no issues to report</p>	
12.		<p><u>Arrangements for Next Meeting</u></p> <p>The next meeting of the Parish Council would be held in the Village Hall on Wednesday 12th July 2017 commencing at 7.30 p.m. with provision for a short public section that will commence at 7.15 p.m.</p>	ALL

		<p><u>Open Forum</u></p> <p>County Councillor</p> <p>Councillor Paul Wood updated the members with the following information:</p> <ol style="list-style-type: none"> 1. Councillor Paul Wood briefed the meeting on the changes taking place within SKDC including the appointment of a new leader and the increase in the number of council members being appointed into an expanded cabinet. <p>He had no other matters to report.</p> <p>District Councillor</p> <p>Councillor Bob Sampson updated the members with the following information:</p> <ol style="list-style-type: none"> 1. Cllr Sampson reported that in addition to his recent appointment as Chairman of SKDC he had also taken over the role as Chairman of the Rural Scrutiny Committee. 2. Further he urged counsellors to not hesitate to contact him if his assistance was required. <p>Public Attendance</p> <p>There were 2 issues raised by residents of the Village that attended the meeting and are as follows:</p> <ol style="list-style-type: none"> 1. <u>Pot Hole – Millfield Crescent</u> Following examination and photographs etc. it was agreed that this issue would be reported by the Parish Clerk using the LCC fault logging portal 2. <u>Straw Lorries without Netting</u> Lorries had been sighted moving vast quantities of straw without any form of netting and as a result they were shedding vast quantities of straw over the highway etc. <p>Cllr Sampson stated that he was aware of this issue, incidents of which had also been reported to him by Stubton Parish Council as it appeared that an additional straw storage area had been established within Stubton village. He further advised:</p> <ol style="list-style-type: none"> a. The matter was under review by planning enforcement officers, however he was concerned that the transport operators were getting round this planning condition, by moving loads too high to be netted due to health and safety regulations. . b. He reminded the meeting of the terms of the planning approval for the storage and movement of the straw for the power station at Sleaford. This included the requirement on the operators to provide financial contributions for the maintenance of drains and gully's and for the maintenance of footpaths in the Stragglethorpe area. c. Finally he outlined his concern that the terms of the planning approval may not being complied with and/or enforced, 	<p>MS</p> <p>GA</p>
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			<p>Cllr Ashcroft agreed to write to LCC to log Caythorpe PCs dissatisfaction regarding the flouting of planning regulations and request that enforcement action is initiated.</p> <p>In response to comments from Cllrs Dix and Roberts it was also agreed that the police should also be informed of the potential road safety hazards that these lorry movements represented.</p>	MS

Appendix 1 - CAYTHORPE & FRIESTON PARISH COUNCIL MEETING – 3rd May 17
Accounts Authorised and Paid since the Last PC Meeting

Invoice Date	Supplier Name	Invoice Detail	Invoice Value	VAT £	Total Inv. Value
7-Mar-17	Came & Company	CFPC - Insurance Premium 2017/18	3129.69		3129.69
7-Mar-17	Elysian Associates	VAT Report Fee	350.00	70.00	420.00
10-Mar-17	Westgate Print	Printing Inv. Feb/Mar 2017	1268.27	0.00	1268.27
23-Feb-17	LALC	Annual Subscription - 2017/18 Fee	283.82	56.76	340.58
23-Mar-17	Cunningham & Lindsey	Valuation of Buildings	775.00	155.00	930.00
21-Mar-17	Andy Roberts	Reimbursement of payment for bus shelter repair	30.00	0.00	30.00
24-Mar-17	Tony Case	Expenses Claim Feb/Mar/Apr	75.00	0.00	75.00
24-Mar-17	Simpson Arboriculture Ltd.	Tree Work as per quotation 1018	1495.00	299.00	1794.00
31-Mar-17	M Stevens	Salary Payment (5 Weeks March 2017)	464.33	0.00	464.33
31-Mar-17	HMRC	MS - Tax Due March 2017	116.00	0.00	116.00
28-Apr-17	M Stevens	Salary Payment (April 2017)	431.28	0.00	431.28
Totals			8418.39	580.76	8999.15

Appendix 2 - CAYTHORPE & FRIESTON PARISH COUNCIL MEETING – 3rd May 17
Accounts to be Authorised and Paid

Invoice Date	Supplier Name	Invoice Detail	Invoice Value	VAT £	Total Inv. Value
2-May-17	Ben Watson - Litter Picker	Litter Picking - 8 weeks March & April to w/e 24/04/17	139.20	0.00	139.20
28-Apr-17	HMRC	MS - Tax Due (April 2017)	107.60	0.00	107.60
28-Apr-17	M Stevens	Expenses Claim Mar/Apr	52.02	0.00	52.02
3-May-17	Brian Wills	5hrs work around war memorial - police building	70.00	0.00	70.00
Totals			368.82	0.00	368.82

Appendix 3

Caythorpe & Frieston Management Accounts

Accounts at 31st March 2017

	Actual 2015/16	Budget 2016/17	Budget for period 2016/17	Period actual 2016/17	Variance period 2016/17	Forecast year 2016/17
	£	£	£	£	£	£
INCOME						
Precept	28815	28775	28775	29901	1126	
Other	4530	0	0	4553	4553	
Burial ground	2050	500	500	3025	2525	
Interest	9	0	0	14	14	
Street Cleaning	886	650	650	749	99	
News & Views	4614	0	0	6046	6046	
VAT Reclaim	0	0	0	3981	3981	
TOTAL	40904	29925	29925	48268	18343	0
EXPENDITURE						
Burial grounds	2436	2500	2500	3030	530	
Audit	240	240	240	360	120	
Comm lincs	0	25	25	0	-25	
Staff salaries	5420	6700	6700	5097	-1603	
Election costs	82	250	250	0	-250	
Comm Projects	0	2535	2535	500	-2035	
Maintenance	2995	2750	2750	9552	6802	
VH grant	3000	3000	3000	3000	0	
PF grant	3000	3000	3000	3000	0	
S137 Expenditure	70	100	100	0	-100	
Insurance	4673	4400	4400	4060	-340	
LALC & SLCC	552	600	600	446	-154	
Tel,post, stat etc	48	100	100	405	305	
PWLB loan	1773	1775	1775	1772	-3	
Allotments	23842	300	300	50	-250	
News & Views	1082	500	500	5663	5163	
Misc	4556	0	0	2503	2503	
TOTAL	53769	28775	28775	39439	10664	0
SURPLUS/(LOSS)	-12865	1150	1150	8830	7680	0
Reserves as at	Mar-17			£ 22255	£ 22255	£
Forecast surplus for year as above					1150	
Forecast closing reserves at year end				31085	23405	0
Weeks to Date	52					