

Title	Clerk Report
Authors	Clerk & RFO
Meeting	Goring Parish Council – 11 th May 2020
Report Date	05 th May 2020

IT and Equipment Upgrades

An upgraded specification laptop has been purchased to replace the older lower specification laptop for the budget of £1,000.00.

Upgrading the parish council office internet access and WiFi equipment, to accommodate the new IT set up which has increased the monthly cost from £35.00 to £45.00. This has also meant the telephone line has been brought into our IT contract with Get Support, so all services are with them, rather than across multiple suppliers.

To facilitate home working without requiring additional personal expenditure of the Assistant Clerks, purchase of 2 basic mobile phones, at £18 each, and ongoing cost of £6 per month for phone plan. Plus ongoing cost of £8 per month for a SIM currently to act as the COVID19 response number, but ongoing, to consider if this becomes the permanent Clerk's number.

CIL Monies

The cancelled meeting of the GPC on 9th March 2020, there had been an item to discuss whether to accept the latest round of CIL monies from SODC. These monies were accepted and subsequently deposited into the bank account in April 2020, and immediately removed to an EMR used solely for CIL. The CIL report will be updated in due course and circulated to all councillors.

SSPC COVID-19 Response

Since the activation of the HCID policy the following items have been actioned to support the members of the Parish of Goring on Thames

- Creation of a 2nd Tier Volunteer Group (GPC T2V) and Employment of a Coordinator
 - The 2nd Tier Volunteer group has been set up as an extra level of support in between the “Street Champion” system, a group of community volunteers primarily managed through a Facebook group called “Combat Coronavirus Volunteers”, and other organisations providing support to residents, e.g. OCC, SODC etc
 - The GPC COVID-19 response was required to secure funding from SODC to support the residents of South Oxfordshire. The general community effort is across both Goring and Streatley as such there needed to be a “trusted hub” to which SODC and OCC could make referrals about residents of the Parish of Goring.
 - All Members have a basic DBS Check, GPC has made an arrangement with Streatley Parish Council, to fund 80% of joint DBS checks, a ratio of the respective parish sizes. A DBS check through Q1Foundation is costing £18 each (GPC share £14.40), where members already had them from previous activities (less than 2 years old) these have been verified prior to the volunteer joining our ranks.
 - “where to get help” postcards have been delivered to every home in the Parish, kindly delivered by Goring Football team.
 - GPC Volunteer Group has been registered as a “trusted hub” with SODC. People contacting SODC for help are referred to GPC T2V, where appropriate, so local help can be sourced.

- GPC were the grateful recipients of £1500 of funding from the district council to support this activity, these funds have been placed in an EMR to ensure it is only used for this purpose.
- In addition, GPC's application for a small business grant of £10,000 was successful. This too has been placed in the CODIV19 EMR.
- A dedicated GPC Volunteer Coordinator phoneline has been set up:
 - To be a point of contact from other stakeholders to the trusted hub.
 - To be a secondary point of contact for residents.
 - Note: The SIM is currently being used in an asset purchased South Stoke Parish Council, which has the capacity to hold 2 SIM Cards. If Goring Parish Council choose to continue with the number after the crisis, the Council may wish to consider to purchase another asset for it to be in to allow it to work if the SSPC asset is no longer available to GPC.
- The Volunteer Coordinator
 - The Coordinator has been recruited for the purpose of
 - To enrol new volunteers as they come forward and ensure that they have a DBS, Safeguarding course, G&S Induction, provide a character reference, so that they will be able to provide tier 2 volunteer services when needed.
 - Take calls and emails from SODC, OCC, the Goring & Streatley Helpline and Street Champions regarding those Goring residents who require extra help, assess their needs and match a tier 2 volunteer to assist them.
 - This role will comprise approximately 5 hours a week depending on the demands.
 - The Primary goal for the GPC T2V groups is: **matching residents with the appropriate services or volunteers already in existence.**
 - During the month of April, both the coordinator and the Clerk were called in to many meetings some of them daily, during the setup of all the systems and processes surrounding supporting the parishioners. The volunteer groups in the two villages are doing wonderful things *in addition* to the offer from GPC (as above). In the month of April in some instances both the Clerk and/or the Coordinator were being asked to attend meetings which were not in line with the primary goal of the GPC COVID19 response. GPC has supported the community as much as possible with these other activities, however with limited grant monies to support these activities, the Clerk and the Volunteer Coordinator will concentrate on the primary goal, and now detach from the additional services being set up by the other volunteer groups.
- How the grant monies are to be spent:
 - To date the monies have been used to purchase the Postcards and the DBS Checks.
 - Pay the salary of the Volunteer Coordinator
 - 80% fund the Goring and Streatley Helpline – the volunteer groups requested there be a village helpline number. GPC agreed to pay for 80% (20% from Streatley Parish Council) to pay for licences to run a multiline phone number. When a resident rings, the helpline it progressively rings round a group of volunteers until one answers. The cost for April and May 2020 combined for this facility was £80.74
 - The remaining monies have been reserved for:
 - Salary for the Volunteer Coordinator
 - Remaining DBS Checks
 - Ongoing costs for the village helpline
 - Support the community in extenuating circumstances.

Staffing Matters

One member of staff has been furloughed following the appropriate procedures as of 1st May 2020, initially for a 2 calendar month period. The 80% salary with will be reimbursed to GPC will be topped up be 100% of the average salary (as calculated over the previous 12month period). This will be reviewed as the lockdown continues and as per the government guidelines.

E-mail and Telephone Communication from Members of the Public

Since I started in post, the majority of the calls and e-mails to the council from members of the public (MoP) have been regarding matters over which GPC has no jurisdiction, or there is a process or method for reporting them to the appropriate body already in place. I have taken the approach of directing the MoP's contacting us to the correct place to make the reports, rather than using our limited resource to make the reports on their behalf. I hope that over time, more and more people will learn of the excellent service provided by FixMyStreet and other reporting forms on the SODC website.

Other items of Correspondence

GPC has received an e-mail requesting details pertaining to advertising for the position of Clerk, and the costs to date and ongoing associated with the COVID19 response. As the data becomes available, this will be forwarded to the MoP

Planning Committee

The Chairman of the planning committee has resigned from the position. As there is no requirement for an Annual Council meeting this year due to updated legislation, the planning committee and its members continue without reappointment, and a new Chairman will be appointed at the next Planning Committee meeting.

Title	Property Report
Authors	Assistant Clerk (SJ)
Meeting	Goring Parish Council – 11 th May 2020
Report Date	05 th May 2020

Tree Maintenance

A survey has been completed by Heritage Trees and priority 1,2,3 maintenance works identified. Heritage have quoted for priority 1 works at £1,945.00 excluding vat. It is noted there is £4k in the budget for 2020/2021. A second quote is being sought from Crosscut Ltd.

A copy of the detailed survey is available for review.

Access to Bourdillon Field for Tree Safety Maintenance

Tree safety maintenance at 28 Elvendon Road is being carried out by Neil Aldridge Landscapes 6th May including removal of branches hanging low over Bourdillon recreational ground. The site was inspected prior to commencement of works and will be completed again on completion of the works with the contractor to ensure the area is left in its current condition

SMS Environmental quote for Gardiner & Sheepcot - Update

SJ is chasing up amendments to their report and clarifications of their quote provided for proposed management of environmental conditions within the buildings. The works are quoted at this stage £1843 (excluding VAT). Approval is sought to proceed to arrange works based on a satisfactory review and agreement of the detailed scope of the SMS Environmental quote with the Parish Councillors and to manage works to the maximum budget spend of £2,300. These works are required under Statutory Health & Safety Legislation

Title	Goring High Street Report
Authors	Cllr David Brooker
Meeting	Goring Parish Council – 11 th May
Report Date	24 th January 2020

1. Proposed High St Roadworks

Although progressing we are waiting on the results of discussions between our consultants and OCC Highways. I gather we have funding from OCC which would help with our consultant cost. Draft plan attached

2. Installation of soft landscaping in the verge adjacent to the Rectory Gardens

This work has been approved and to be progressed.

3. Community Centre car park

Lockable bollards – this matter is still to be progressed.

4. Strategic Project related to Traffic congestion and Parking

4.1 Although having met with Lee T of OCCH for the High St works it was not convenient to discuss this matter.

However, I have been investigating how matters, particularly traffic through the High St, can be addressed but it would require expenditure of approx. £400.00 to carry out a vehicle tracking exercise at a road junction. If the result of this work was found to be positive then I would then be in a position to start a more constructive dialogue with OCCH's.

4.2 SODC – Civil Enforcement Powers

Nothing to report

5. General

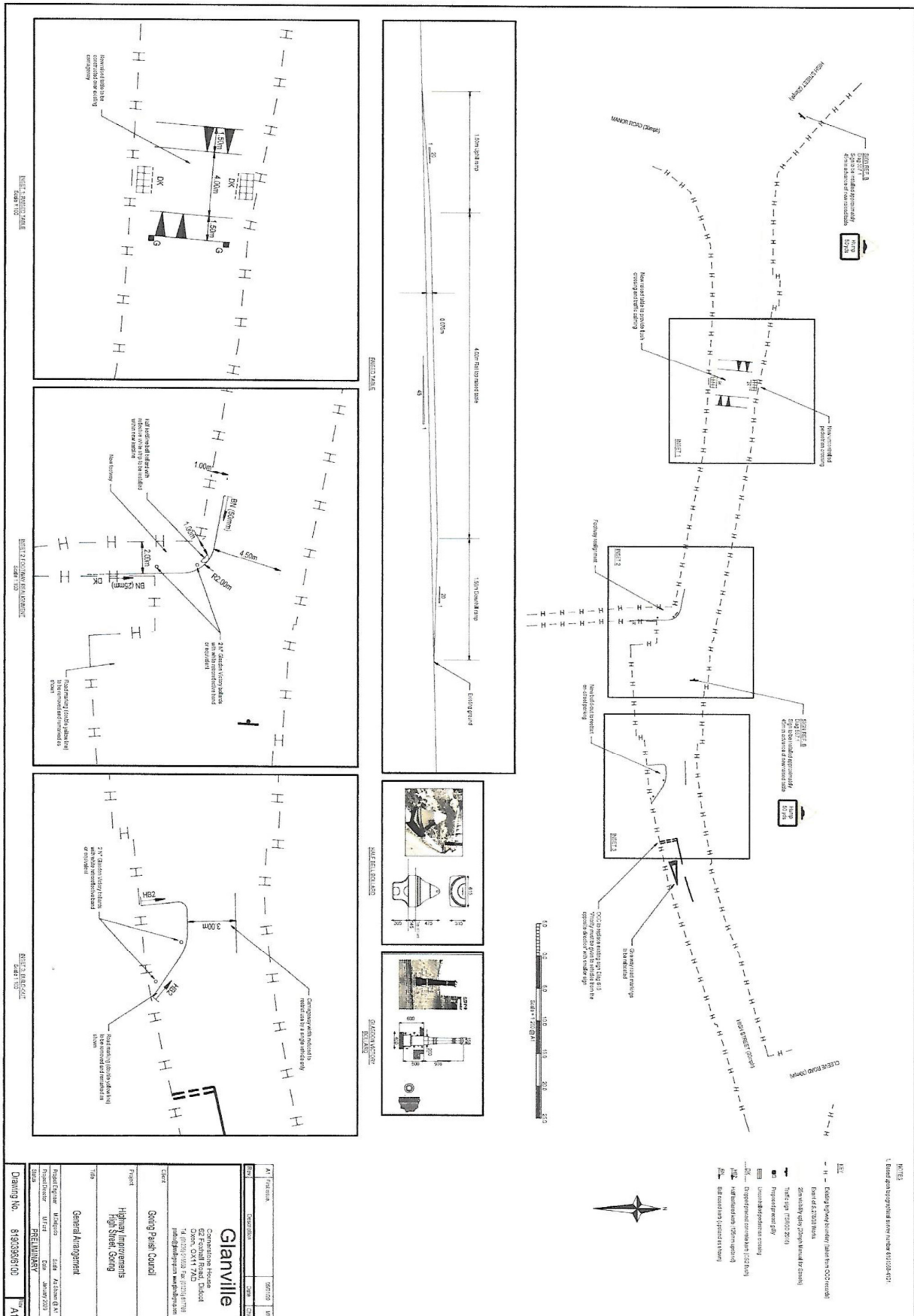
5.1 My article was put in to Genie but unfortunately it was heavily amended so that some aspects which I considered important were not included.

5.2 We have been advised that the owner of the old TSB bank, is responsible for erecting the Purdy Gates sign without planning permission. Enforcement have confirmed that it is illegal and that enforcement action will be started when a case officer is allocated.

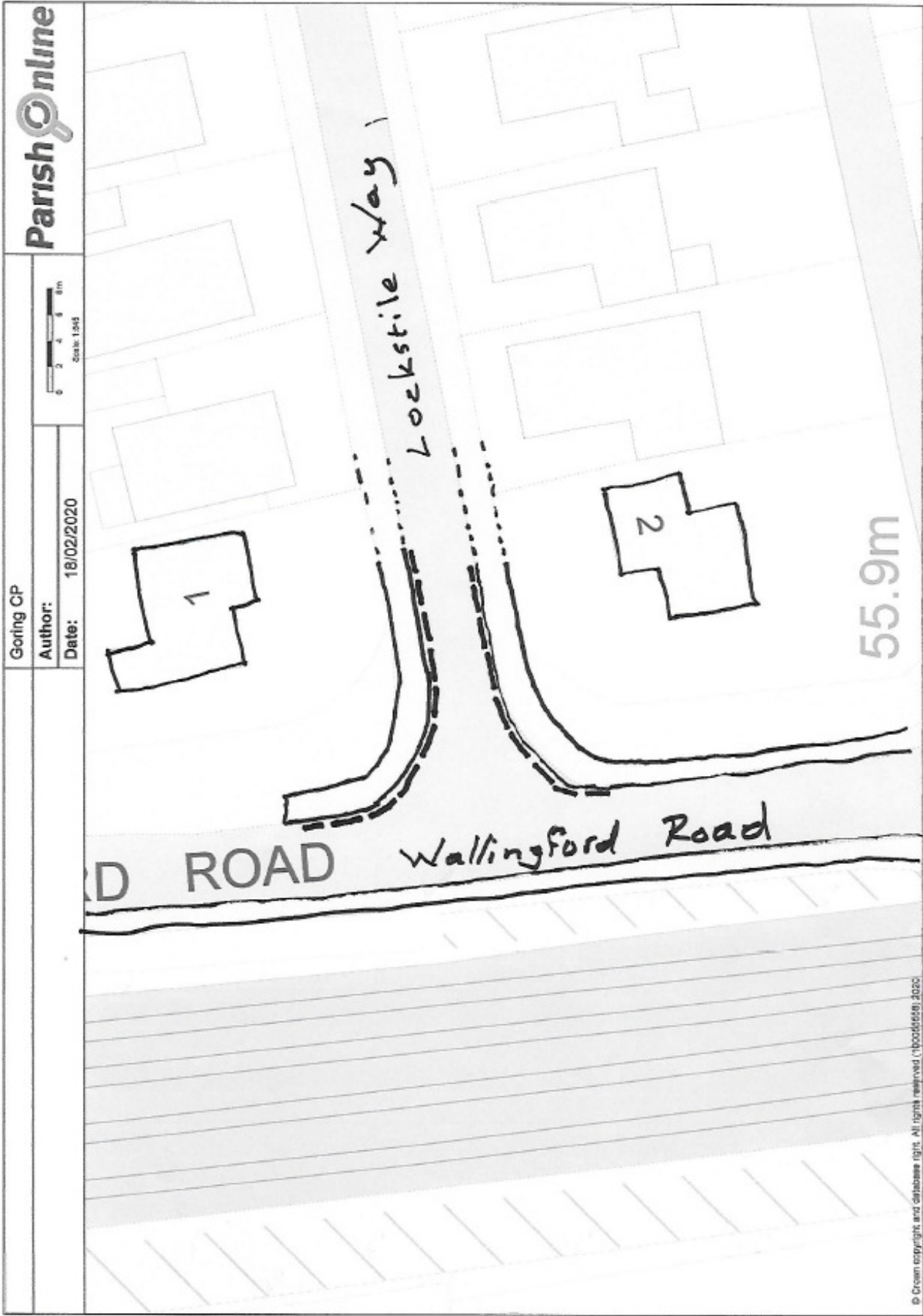
However, we have been further advised that the owner will be submitting a planning application for the sign but we are not aware of any application so far. I would propose that if an application has not been submitted by this meeting date that we ask Enforcement to treat this matter as a priority.

5.3 Simple Human have confirmed they will sponsor the proposed street planter to be located outside the Goring Grocer, but we have to purchase it in the first instance can I have Council approval to purchase the planter.

5.4 To progress the matter of yellow lines at the Lockstile Way/Wallingford Road junction we have to produce a plan indicating where they would be required then we should consult with the local residents before approaching OCCH's. I attach a crude plan I have produced which if Council is agreeable should be sent by the Clerk to local residents advising them of what is being proposed and ask for their comments. After which we can take the matter up with OCCH



Yellow Lines Proposal, Lockstile Way



Title	Payment Reports for January, February, March
Authors	Clerk & RFO
Meeting	Goring Parish Council – 11 th May 2020
Report Date	05 th May 2020

Payments, Current Account January 2020

Nominal Ledger Analysis									
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
02/01/2020	Xerox	DD	90.58		15.10	2210	102	75.48	Copier lease
02/01/2020	SODC	DD	93.00			2290	102	93.00	Rates
02/01/2020	SODC	DD	54.00			2290	102	54.00	Rates
02/01/2020	TSB Bank plc	DD	5.00			2580	105	5.00	Bank charges
06/01/2020	Castle Water	DD	9.32			2260	202	9.32	Water OJFS
07/01/2020	HM Revenue & Customs	BACS199/19	887.19			2310	103	887.19	Tax & NI December
09/01/2020	Castle Water	DD	196.97			2260	202	196.97	Water Gardiner sprinkler
14/01/2020	Mainstream Digital	DD	0.13		0.02	2240	102	0.11	Phone
20/01/2020	Paul Carter	BACS 1/20	38.63			2600	202	38.63	Vandalism Bourdillon
20/01/2020	Paul Carter	BACS 2/20	180.00			3525	202	180.00	Tree works Thames Road
20/01/2020	SSE	BACS194/19	833.65		138.94	3420	202	694.71	Maintenance charge October
20/01/2020	SSE	DD	1,172.46		195.41	3420	202	977.05	Unmetered supply December
20/01/2020	Castle Water	DD	124.19			2260	202	124.19	Water Gardiner Pavilion
21/01/2020	BGG Garden & Tree Care	BACS193/19	588.00		98.00	3560	202	490.00	Litter Picking November
21/01/2020	SSE	BACS195/19	833.65		138.94	3420	202	694.71	Maintenance charge November
21/01/2020	Henley Heating & Plumbing Ltd	BACS197/19	5,179.20		863.20	6500	501	4,316.00	New Gas appliances Sheepcot
						332		-4,316.00	New Gas appliances Sheepcot
						6000	501	4,316.00	New Gas appliances Sheepcot
23/01/2020	SSE	BACS 3/20	416.86		69.48	6320	501	347.38	New LED Lantern 9 Lockstile Wa
						334		-347.38	New LED Lantern 9 Lockstile Wa
						6000	501	347.38	New LED Lantern 9 Lockstile Wa
24/01/2020	C Ratcliff	BACS 4/20	112.95		12.78	2570	202	28.95	Sundries OJFS
						2250	102	63.90	Get support back up
						2210	102	7.32	Stamps
24/01/2020	Goring Hardware	BACS 5/20	11.65		1.94	3100	202	9.71	Paint spray WHBG
24/01/2020	BGG Garden & Tree Care	BACS 6/20	470.40		78.40	3560	202	392.00	Litter picking December
24/01/2020	Grundon Waste Magt.	DD	6.70		1.12	3560	202	5.58	WTN Skip WHBG Dec 2019
24/01/2020	Grundon Waste Magt.	DD	9.61		1.60	3560	202	8.01	WTN & Collections
Subtotal Carried Forward:			11,314.14	0.00	1,614.93			9,691.20	

Appendix D

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
									OJFS Dec 19
28/01/2020	Castle Water	DD	33.19			2260	202	33.19	Water - Sheepoot - Jan 2020
29/01/2020	Colin Ratcliff	BACS 10/20	79.99		13.33	2250	102	66.66	Norton renewal
29/01/2020	SODC	BACS 11/20	138.14		23.02	3560	202	115.12	Dog bin emptying
29/01/2020	SODC	BACS 12/20	138.14		23.02	3560	202	115.12	Dog bin emptying Oct-Dec 2019
29/01/2020	Mike Ward	BACS 8/20	30.49		3.61	2570	202	26.88	Sundries OJFS
29/01/2020	Oxfordshire County Council	BACS 9/20	1,440.00		240.00	3650	202	1,200.00	Half yr Car Park rental
31/01/2020	Xerox	BACS	25.73		4.29	2210	102	21.44	Copier/Print Use 1/10-31/12/19
31/01/2020	Mike Ward	BACS 13/20				2310	103		Salary Jan 2020
31/01/2020	JM KRZAK	BACS 14/20				2310	103		Salary Jan 2020
31/01/2020	C Ratcliff	BACS 7/20				2110	101		Car allowance
						2310	103		Salary January
31/01/2020	NEST	DD				2310	103		Pension Contribution Dec 2019
Total Payments:			15,532.36	0.00	1,922.20			13,610.16	

Payments, Reserve Account, January 2020

Nominal Ledger Analysis

<u>Date</u>	<u>Payee Name</u>	<u>Reference</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Details</u>
20/01/2020	TSB Current	Interest	115.29			205		115.29	Bank Interest Trans
22/01/2020	TSB Current	EMR Spend	347.38			205		347.38	EMR New LED
Total Payments:			462.67	0.00	0.00			462.67	

Payments, Current Account February

Nominal Ledger Analysis									
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
02/02/2020	TSB Bank plc	DD	5.00			2580	105	5.00	Bank service chg to 9-1-2020
05/02/2020	Castle Water	DD	9.32			2260	202	9.32	Water OJFS
07/02/2020	HM Revenue & Customs	BACS 15/20	894.99			2310	103	894.99	Tax & NI Jan 2020
10/02/2020	Castle Water	DD	196.97			2260	202	196.97	Water Gardiner Sprinkler
10/02/2020	SSE	DD	160.72		7.65	2260	202	153.07	Electricity Gardiner Pav
10/02/2020	SSE	DD	198.62		9.45	2260	202	189.17	Electricity OJFS Q4 2019
10/02/2020	SSE	DD	28.26		1.34	2260	202	26.92	Gas OJFS
10/02/2020	SSE	DD	64.90		3.09	2260	202	61.81	Gas Gardiner Pav
14/02/2020	Mainstream Digital	DD	2.78		0.46	2240	102	2.32	Call charges
17/02/2020	Paul F Carter	BACS	53.97			3170	202	53.97	Sheepcot Pav door repair
17/02/2020	SSE Contracting Ltd	BACS	833.65		138.94	3420	202	694.71	Street Light Maint - Jan 2020
17/02/2020	SSE Contracting Ltd	BACS	517.03		86.17	3420	202	430.86	Rechargeable repair Qend 12/19
17/02/2020	BGG Garden & Tree Care	BACS 16/20	588.00		98.00	3560	202	490.00	Litter picking Jan 2020
17/02/2020	Goring Village Hall	BACS 17/20	483.00			2540	102	483.00	Hall hire GPC mtgs thru 3/2021
17/02/2020	M&C Landscapes	BACS 18/20	375.84		62.64	3210	202	313.20	Burials Jan 2020 WHBG
17/02/2020	CN Ratcliff	BACS 19/20	272.85		1.10	2250	102	5.50	Get Support Reimb
						2310	103	266.25	Consulting 29-1 to 13-2-2020
17/02/2020	Get Support IT Services Ltd	BACS 20/20	2,670.00		445.00	2250	102	2,225.00	New deskt, laptop, SharePoint
17/02/2020	SSE	DD	113.19		5.39	2260	202	107.80	Electricity Sheepcot Pav
17/02/2020	SSE	DD	34.95		1.66	2260	202	33.29	Gas Sheepcot Q4 2019
20/02/2020	Castle Water	DD	124.19			2260	202	124.19	Water Gardiner Pavilion
21/02/2020	SSE	DD	1,210.09		201.68	3420	202	1,008.41	Electricity - unmetered supply
24/02/2020	Grundon Waste Magt.	DD	12.30		2.05	3560	202	10.25	OJFS Waste Removal
24/02/2020	Grundon Waste Magt.	DD	394.64		65.77	3560	202	328.87	Waste WHBG
28/02/2020	Castle Water	DD	33.19			2260	202	33.19	Sheepcot Pavilion
29/02/2020	Samantha Jones	BACS				2310	103		Salary 23-1-20 to 27-2-20
29/02/2020	JM KRZAK	BACS				2310	103		Payroll Feb 2020
29/02/2020	Mike Ward	BACS				2310	103		Salary 23-01 to 27-2-2020
Subtotal Carried Forward:			10,971.32	0.00	1,130.39			9,840.93	

Payments, Reserve Account February 2020

No Payments

Payments, Current Account March 2020

Nominal Ledger Analysis									
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
04/03/2020	TSB Bank plc	DD	5.00			2580	105	5.00	Bank charges to 9 Feb 2020
05/03/2020	Castle Water	DD	9.32			2260	202	9.32	Water - OJFS
09/03/2020	HM Revenue & Customs	BACS 27/20	255.54			2310	103	255.54	NI & Tax Feb 2020
09/03/2020	Castle Water	DD	198.97			2260	202	198.97	Water - Gardiner Sprinkler
16/03/2020	BGG Garden & Tree Care	BACS 28/20	470.40		78.40	3560	202	392.00	Litter picking Feb 2020
16/03/2020	SSE Contracting Ltd	BACS 29/20	833.65		138.94	3420	202	694.71	Street Light Maint Feb 2020
16/03/2020	Heritage Tree Service Ltd	BACS 30/20	2,070.00		345.00	2295	202	1,725.00	H&S Duty of Care report
16/03/2020	Heritage Tree Service Ltd	BACS 30/20	-2,070.00		-345.00	2295	202	-1,725.00	H&S Duty of Care Report
16/03/2020	Heritage Tree Service Ltd	BACS 30/20	2,070.00		345.00	2295	202	1,725.00	H&S Duty of Care Report
						325		-1,725.00	H&S Duty of Care Report
						6000	202	1,725.00	H&S Duty of Care Report
16/03/2020	Premier Office Supplies	BACS 31/20	53.32		8.89	2570	202	44.43	Sundry supplies OJFS
16/03/2020	Goring Hardware	BACS 32/20	12.31		2.05	2570	202	5.48	Sundry supplies OJFS
						3170	202	4.78	Sheepoot door repair materials
16/03/2020	Prestige Electrics	BACS 33/20	127.37			3170	202	127.37	Electrics -Gardiner & Sheepoot
16/03/2020	Rialtas Business Solutions	BACS 34/20	231.60		38.60	2250	102	193.00	Cemetery sftwr lic to 23/3/21
16/03/2020	M&C Landscapes	BACS 35/20	375.84		62.64	3210	202	313.20	Grave digging Feb 2020
16/03/2020	SSE Contracting Ltd	BACS 36/20	419.28		69.88	6320	501	349.40	Streetlight LED repl Cleeve Rd
16/03/2020	SSE Contracting Ltd	BACS 36/20	-419.28		-69.88	6320	501	-349.40	Streetlight rplc LED Cleeve Rd
16/03/2020	SSE Contracting Ltd	BACS 36/20	419.28		69.88	6320	501	349.40	Streetlight rplc LED Cleeve Rd
						334		-349.40	Streetlight rplc LED Cleeve Rd
						6000	501	349.40	Streetlight rplc LED Cleeve Rd
16/03/2020	SSE Contracting Ltd	BACS 37/20	419.28		69.88	6320	501	349.40	Streetlight LED replac Farm Rd
16/03/2020	SSE Contracting Ltd	BACS 37/20	-419.28		-69.88	6320	501	-349.40	Streetlight rplc LED Farm Rd
16/03/2020	SSE Contracting Ltd	BACS 37/20	419.28		69.88	6320	501	349.40	Streetlight rplc LED Farm Road
Subtotal Carried Forward:			5,479.88	0.00	814.28			4,665.60	

Appendix D

Nominal Ledger Analysis									
Date	Payee Name	Reference	£ Total Amnt	£ Creditors	£ VAT	A/c	Centre	£ Amount	Transaction Details
						334		-349.40	Streetlight rplc LED Farm Road
						6000	501	349.40	Streetlight rplc LED Farm Road
16/03/2020	Glanville Consultants Ltd	BACS 38/20	7,416.00		1,236.00	6330	205	6,180.00	Prog pymt - High Street design
16/03/2020	Glanville Consultants Ltd	BACS 38/20	-7,416.00		-1,236.00	6330	205	-6,180.00	Prog pymt High Street Proj
16/03/2020	Glanville Consultants Ltd	BACS 38/20	7,416.00		1,236.00	6330	205	6,180.00	Prog pymt High Street Project
						333		-6,180.00	Prog pymt High Street Project
						6000	205	6,180.00	Prog pymt High Street Project
16/03/2020	OALC	BACS 39/20	689.81		114.97	2410	104	574.84	Annual OALC Memb Subs 20/21
16/03/2020	Mainstream Digital	DD	114.19		19.04	2240	102	95.15	Phone and broadband
16/03/2020	Mainstream Digital	DD	-114.19		-19.04	2240	102	-95.15	Phone and broadband
16/03/2020	Mainstream Digital	DD	114.20		19.04	2240	102	95.16	Phone and broadband
20/03/2020	SSE	DD	1,059.58		176.59	3420	202	882.99	Unmetered Electricity
23/03/2020	Mrs FE Kent	BACS	1.00			1140	180	1.00	Wayleave Gatehampton
23/03/2020	Simple Human	BACS	398.00			1132	180	398.00	Contribution High St Planter
23/03/2020	Mrs FE Kent	BACS	-1.00			1140	180	-1.00	Wayleave Gatehampton
23/03/2020	Simple Human	BACS	-398.00			1132	180	-398.00	Contribution High Street Plant
25/03/2020	Grundon Waste Magt.	DD	9.18		1.53	3560	202	7.65	WHBG - WTN Skip
25/03/2020	Grundon Waste Magt.	DD	6.26		1.04	3560	202	5.22	Empty WHBG Skip
30/03/2020	A B Walker FD	BACS	617.92		102.99	1130	180	514.93	A B Walker - Memorials
30/03/2020	A B Walker FD	BACS	-617.92		-102.99	1130	180	-514.93	Memorials Prater & Sippitt
31/03/2020	JM KRZAK	BACS				2310	103		Payroll March 2020
31/03/2020	Samantha Jones	BACS				2310	103		Payroll March 2020
31/03/2020	Mike Ward	BACS				2310	103		Payroll March 2020
31/03/2020	Laura White	BACS				2310	103		Payroll March 2020
31/03/2020	TSB Reserve Account	Covid19EMR	1,500.00			206		1,500.00	Transfer SODC Grant to EMR
Total Payments:			17,931.66	0.00	2,363.45			15,568.21	

Title	Receipt Reports for January, February, March
Authors	Clerk & RFO
Meeting	Goring Parish Council – 11 th May 2020
Report Date	05 th May 2020

Receipts, Current Account January 2020

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Inv 1264	Banked: 09/01/2020	496.20						
Inv 1264	Reeves Memorial Co Ltd	496.20			1130	180	496.20	Memorial - McLean
500070	Banked: 09/01/2020	1,047.53						
Inv 1266	Cyril H Lovegrove	1,047.53			1130	180	1,047.53	Interment - Bonner
	Banked: 20/01/2020	115.29						
Interest	TSB Reserve Account	115.29			206		115.29	Bank Interest Trans
DC	Banked: 21/01/2020	2,271.53						
DC	HMRC	2,271.53			105		2,271.53	VAT Repayment
DC	Banked: 21/01/2020	-2,271.53						
DC	HMRC	-2,271.53			105		-2,271.53	VAT Repayment (error
DC	Banked: 21/01/2020	2,771.53						
DC	HMRC	2,771.53			105		2,771.53	VAT Repayment
	Banked: 22/01/2020	347.38						
EMR Spend	TSB Reserve Account	347.38			206		347.38	EMR New LED
Inv 1261	Banked: 22/01/2020	56.00						
Inv 1261	J Steward	56.00			1130	180	56.00	WHBG Paddock licence
500071	Banked: 27/01/2020	66.14						
Inv 1245	OCC	66.14		11.02	1143	180	55.12	Sheepoot Cross Country
Inv 1268	Banked: 31/01/2020	121.72						
DD	AB Walker & Son Ltd	121.72		20.29	1130	180	101.43	Memorial Rowland
Car Pk Rtl	Banked: 31/01/2020	1,536.00						
Car Pk Rtl	Royal Mail	1,536.00		256.00	1135	180	1,280.00	Comm Ctr Car Pk Rental
Total Receipts:		6,557.79	0.00	287.31			6,270.48	

Receipts, Reserve Account January 2020

Nominal Ledger Analysis								
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
DC	Banked: 10/01/2020	115.29						
Interest	TSB Bank plc	115.29			1190	180	115.29	Interest
Total Receipts:		115.29	0.00	0.00			115.29	

Receipts, Current Account February 2020

Nominal Ledger Analysis								
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked: 07/02/2020	1,047.53						
Inv	Howard Chadwick Funeral Servic	1,047.53			1130	180	1,047.53	Interment - Nicholas
Var	Banked: 28/02/2020	446.57						
Inv 1265	AB Walker & Son Ltd	380.42			1130	180	380.42	Interment Prater
Inv 1270	AB Walker & Son Ltd	66.15		11.02	1130	180	55.13	Memorial Ashcroft
Total Receipts:		1,494.10	0.00	11.02			1,483.08	

Receipts, Reserve Account February 2020

None

Receipts, Current Account March 2020

Nominal Ledger Analysis								
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Inv	Banked: 05/03/2020	1,047.53						
Inv BACS	Howard Chadwick Funeral Servic	1,047.53			1130	180	1,047.53	Interment - Fitzherbert
Trsfr Resv	Banked: 14/03/2020	8,826.12						
Bank Int	TSB Bank plc	114.89			1190	180	114.89	Bank Interest to 10/2
Bank Int	TSB Bank plc	107.43			1190	180	107.43	Bank interest to 10/3
trsfr EMR	EMR	698.80			6320	501	698.80	Trsfr EMR Streetlight to
Trsfr EMR	EMR	6,180.00			6330	205	6,180.00	Trsfr EMR High Street
Trsfr EMR	EMR	1,725.00			2295	202	1,725.00	Trsfr EMR Trees
	Banked: 14/03/2020	8,826.12						
EMR Spend	TSB Reserve Account	8,826.12			206		8,826.12	EMR and Bank Interest
Trsfr Rsv	Banked: 14/03/2020	-8,826.12						
Trsfr Rsv	TSB Bank plc	-114.89			1190	180	-114.89	Bank interest reverse
Trsfr Rsv	TSB Bank plc	-107.43			1190	180	-107.43	Bank interest reverse
Trsfr Rsv	EMR	-698.80			6320	501	-698.80	reverse transaction
Trsfr Rsv	EMR	-6,180.00			6330	205	-6,180.00	Reverse transaction
Trsfr Rsv	EMR	-1,725.00			2295	202	-1,725.00	Reverse transaction
Inv 1269	Banked: 16/03/2020	158.79						
Inv 1269	Cyril H Lovegrove	158.79		26.46	1130	180	132.33	Memorial -Bonner -Ck pd
BACS	Banked: 23/03/2020	1.00						
BACS	Mrs FE Kent	1.00			1140	180	1.00	Wayleave Gatehampton
BACS	Banked: 23/03/2020	398.00						
Inv 1272	Simple Human	398.00			1132	180	398.00	Contribution - High St
BACS	Banked: 30/03/2020	617.92						
1271 &	AB Walker & Son Ltd	617.92		102.99	1130	180	514.93	Memorials Prater & Sippitt
BACS	Banked: 31/03/2020	1,500.00						
BACS	SODC/Filipova-Rivers	1,500.00			1132	180	1,500.00	Covid-19 Response Grant
					340		1,500.00	Covid-19 Response Grant
					6001	180	-1,500.00	Covid-19 Response Grant
Total Receipts:		12,549.36	0.00	129.45			12,419.91	

Receipts, Reserve Account March 2020

Nominal Ledger Analysis								
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
Bank Int	Banked: 10/03/2020	222.32						
Bank Int	TSB Bank plc	114.89			1190	180	114.89	Bank Interest to 10/2/2020
Bank Int	TSB Bank plc	107.43			1190	180	107.43	Bank Interest to 10/3
	Banked: 31/03/2020	1,500.00						
Covid19EM	TSB Current	1,500.00			205		1,500.00	Transfer SODC Grant to
Total Receipts:		1,722.32	0.00	0.00			1,722.32	

Title	Bank reconciliation, March 2020
Authors	Clerk & RFO
Meeting	Goring Parish Council – 11 th May 2020
Report Date	05 th May 2020

Current Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
TSB Current	16/03/2020	0	8,236.47
			<hr/> 8,236.47
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			8,236.47
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			8,236.47
		Balance per Cash Book is :-	8,236.47
		Difference is :-	0.00

Reserve Account

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
TSB Reserve Account	31/12/2019	0	128,985.62
			<hr/> 128,985.62
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
		0.00	
			<hr/> 0.00
			128,985.62
<u>Receipts not Banked/Cleared (Plus)</u>			
		0.00	
			<hr/> 0.00
			128,985.62
		Balance per Cash Book is :-	128,985.62
		Difference is :-	0.00

Annual Budget - By Centre

Note: Budget to date 31-3-2020

		<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
101	<u>Allowances & Expenses</u>									
2110	Allowances Expenses Training	750	710	325	325	0	0	750	0	0
	Overhead Expenditure	750	710	325	325	0	0	750	0	0
	Movement to/(from) Gen Reserve	(750)	(710)	(325)	(325)	0		(750)		
102	<u>Administration</u>									
2200	Security, Fire & Safety	630	299	139	139	0	0	0	0	0
2210	Postage, copies and printing	500	468	514	514	0	0	630	0	0
2240	Telephone & Internet	500	447	374	374	0	0	400	0	0
2250	Software and Back Ups etc	1,250	1,106	3,077	3,077	0	0	500	0	0
2255	Office Equipment	0	0	7	7	0	0	7	0	0
2270	Insurance	2,050	2,026	2,087	2,087	0	0	2,087	0	0
2290	Rates & Taxes	1,550	1,440	1,473	1,473	0	0	1,700	0	0
2300	Miscellaneous Expenditure	600	436	100	100	0	0	200	0	0
2510	Audit & Accountancy Fees	3,500	371	0	0	0	0	2,000	0	0
2520	Legal Fees	9,000	6,425	1,268	1,268	0	0	2,500	0	0
2530	Election costs	0	0	0	0	0	0	0	0	0
2540	Hire of Meeting Room	1,350	967	966	966	0	0	1,000	0	0
2550	Publications	110	111	0	0	0	0	100	0	0
	Overhead Expenditure	21,040	14,096	10,005	10,006	0	0	11,124	0	0
	Movement to/(from) Gen Reserve	(21,040)	(14,096)	(10,005)	(10,006)	0		(11,124)		
103	<u>Staff</u>									

Continued on next page

Annual Budget - By Centre

Note: Budget to date 31-3-2020

		<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
2310	Staff Costs	37,000	36,258	37,021	37,021	0	0	40,040	0	0
	Overhead Expenditure	37,000	36,258	37,021	37,021	0	0	40,040	0	0
	Movement to/(from) Gen Reserve	(37,000)	(36,258)	(37,021)	(37,021)	0		(40,040)		
104	<u>Subscriptions</u>									
2410	Subscriptions	850	850	1,349	1,349	0	0	850	0	0
	Overhead Expenditure	850	850	1,349	1,349	0	0	850	0	0
	Movement to/(from) Gen Reserve	(850)	(850)	(1,349)	(1,349)	0		(850)		
105	<u>Miscellaneous Finance</u>									
2580	Bank Charges	15	10	60	60	0	0	300	0	0
2590	Awards and Honours	0	0	0	0	0	0	2,000	0	0
	Overhead Expenditure	15	10	60	60	0	0	2,300	0	0
	Movement to/(from) Gen Reserve	(15)	(10)	(60)	(60)	0		(2,300)		
180	<u>Income</u>									
1130	White Hill Burial Ground	12,500	17,688	18,488	18,488	0	0	12,500	0	0
1132	Grants and Donations	2,625	4,979	3,931	3,931	0	0	50,000	0	0
1134	Miscellaneous Income Other	50	993	1,403	1,403	0	0	1,403	0	0
1135	Community Car Park	2,300	4,617	3,281	3,281	0	0	4,000	0	0
1140	Miscellaneous Property Income	200	240	379	379	0	0	260	0	0
1141	Gardiner Ground and Pavilion	2,600	3,070	2,950	2,950	0	0	4,425	0	0
1143	Sheepcot Ground and Pavilion	3,200	3,226	2,839	2,839	0	0	3,619	0	0
1149	CIL Receipts	0	0	7,946	7,946	0	0	20,000	0	0

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Annual Budget - By Centre

Note: Budget to date 31-3-2020

		<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
1176	Precept	112,178	112,178	134,614	134,614	0	0	150,768	0	0
1190	Interest Received	45	386	1,263	1,263	0	0	1,500	0	0
Total Income		135,698	147,377	177,094	177,093	0	0	248,475	0	0
6001	less Transfer to EMR	0	0	0	1,671	0	0	0	0	0
Movement to/(from) Gen Reserve		135,698	147,377	177,094	175,422	0		248,475		
202	<u>Village Maintenance</u>									
2260	Utilities - Gas, Water, Electr	6,000	5,378	5,751	5,751	0	0	8,000	0	0
2295	Inspections Surveys & Reports	100	0	1,725	1,725	0	0	250	0	0
2570	OJFS Sundries & Maintenance	600	408	322	322	0	0	750	0	0
2600	Vandalism	500	175	199	199	0	0	500	0	0
3100	Misc Burial Ground Costs	950	476	46	46	0	0	500	0	0
3110	Grass Weeding Strimming Fertil	9,750	8,868	16,347	16,347	0	0	15,000	0	0
3120	Hedges/Fences/Paddocks/Gates	2,000	928	1,375	1,375	0	0	2,000	0	0
3170	General Maintenance & Repair	5,669	4,645	2,773	2,773	0	0	6,000	0	0
3210	Grave Digging	3,000	2,352	3,502	3,502	0	0	4,000	0	0
3250	High Street Strategic Project	2,000	1,903	0	0	0	0	0	0	0
3260	Defibrillator	1,850	1,250	0	0	0	0	200	0	0
3420	Street Lighting	16,750	16,593	19,456	19,456	0	0	20,500	0	0
3525	Trees	6,000	4,160	2,480	2,480	0	0	4,000	0	0
3560	Waste / Litter / Street Cleani	6,000	5,883	6,950	6,950	0	0	7,000	0	0
3562	Winter & Flooding	600	0	0	0	0	0	600	0	0
3650	Car Park	8,000	6,701	2,458	2,458	0	0	3,000	0	0
3910	Street Furniture & Seats	1,000	1,154	1,558	1,558	0	0	1,700	0	0

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Annual Budget - By Centre

Note: Budget to date 31-3-2020

		<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4211	Playground Equipment Maintenan	638	638	1,162	1,162	0	0	1,750	0	0
	Overhead Expenditure	71,407	61,514	66,104	66,104	0	0	75,750	0	0
6000	plus Transfer from EMR	0	1,000	0	1,725	0	0	0	0	0
	Movement to/(from) Gen Reserve	(71,407)	(60,514)	(66,104)	(64,379)	0		(75,750)		
203	<u>Grants</u>									
1149	CIL Receipts	11,000	6,986	0	0	0	0	0	0	0
	Total Income	11,000	6,986	0	0	0	0	0	0	0
3310	Churches S214(6) LG Act 1972	50	0	0	0	0	0	100	0	0
3330	S137 and Other Grant Payments	7,195	6,228	9,638	9,638	0	0	9,700	0	0
3350	Transport S26-29 LGR Act 1997	700	700	700	700	0	0	1,800	0	0
	Overhead Expenditure	7,945	6,928	10,338	10,338	0	0	11,600	0	0
	203 Net Income over Expenditure	3,055	58	-10,338	-10,338	0	0	-11,600	0	0
6001	less Transfer to EMR	0	6,131	0	0	0	0	0	0	0
	Movement to/(from) Gen Reserve	3,055	(6,073)	(10,338)	(10,338)	0		(11,600)		
205	<u>Environment</u>									
6330	High Street Strategic Project	0	0	0	7,366	0	0	0	0	0
	Overhead Expenditure	0	0	0	7,366	0	0	0	0	0
6000	plus Transfer from EMR	0	0	0	7,366	0	0	0	0	0
	Movement to/(from) Gen Reserve	0	0	0	0	0		0		
400	<u>Neighbourhood Plan</u>									

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Annual Budget - By Centre

Note: Budget to date 31-3-2020

		<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
		Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
4908	Misc Expenses/ purchases NP	5,500	1,104	1,197	1,197	0	0	0	0	0
	Overhead Expenditure	5,500	1,104	1,197	1,197	0	0	0	0	0
	Movement to/(from) Gen Reserve	(5,500)	(1,104)	(1,197)	(1,197)	0		0		
501	<u>Capital and Reserves</u>									
6210	Conservation Area Appraisal	5,000	0	0	0	0	0	0	0	0
6301	Community centre car park	1,000	0	0	0	0	0	0	0	0
6310	MIGGS - Pavement Widening	5,000	0	0	0	0	0	0	0	0
6320	Street Light Replacements	0	0	0	3,714	0	0	0	0	0
6322	Ferry Lane Fence	1,000	0	0	0	0	0	0	0	0
6327	Rectory Garden	1,500	0	0	0	0	0	0	0	0
6331	New Playground Equipment	13,500	0	0	2,008	0	0	0	0	0
6350	Weir Legal Fees	6,700	6,700	0	0	0	0	0	0	0
6430	Sheepcot Pavilion Refurbishmen	6,595	292	0	0	0	0	0	0	0
6500	Community Infrastructure Levy	6,986	6,986	0	4,316	0	0	0	0	0
	Overhead Expenditure	47,281	13,978	0	10,039	0	0	0	0	0
6000	plus Transfer from EMR	0	-8,570	0	10,039	0	0	0	0	0
	Movement to/(from) Gen Reserve	(47,281)	(22,548)	0	0	0		0		
	Total Budget Income	146,698	154,363	177,094	177,093	0	0	248,475	0	0
	Expenditure	191,788	135,447	126,399	143,803	0	0	142,414	0	0
	Net Income over Expenditure	-45,090	18,917	50,695	33,290	0	0	106,061	0	0
	plus Transfer from EMR	0	(7,570)	0	19,129	0	0	0	0	0

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Annual Budget - By Centre

Note: Budget to date 31-3-2020

	<u>Last Year</u>		<u>Current Year</u>				<u>Next Year</u>		
	Budget	Actual	Total	Actual YTD	Projected	Committed	Agreed	EMR	Carried Forward
less Transfer to EMR	0	6,131	0	1,671	0	0	0	0	0
Movement to/(from) Gen Reserve	<u>(45,090)</u>	<u>5,216</u>	<u>50,695</u>	<u>50,748</u>	<u>0</u>		<u>106,061</u>		