

DUNHAM HILL and HAPSFORD PARISH COUNCIL MEETING

To the Members of Dunham Hill and Hapsford Parish Council: You are hereby summoned to attend the Parish Council Meeting on Tuesday 1st November 2022 to be held in Dunham Hill Village Hall, which will begin at 7.30pm, for the transaction of the business set out below.

MEMBERS OF THE PUBLIC AND PRESS ARE INVITED TO ATTEND ALL COUNCIL MEETINGS
(Public Bodies (Admission to Meetings) Act 1960)

Signed *Trudy Ryall-Harvey*
Clerk
24/10/2022
Clerk.dunhamhillpc@gmail.com
07784 486 767

AGENDA

1.	PARISH COUNCIL VACANCIES	To review any applications received since the last meeting and note any resignations received.
2.	APOLOGIES	And reason for absence.
3.	DECLARATIONS OF INTEREST	Members to declare any interest under the following categories: pecuniary, outside body and family, friend or close associate.
4.	PUBLIC PARTICIPATION	When members of the public may comment or raise questions regarding matters affecting the Parish. (max of 3 mins per person without prior agreement with Chair, and for a total of 15 minutes) <i>This provides an opportunity for members of the public (who are not usually permitted to speak during the meeting except by special invitation of the Chairman) to participate by asking questions, raising concerns or making comments on matters affecting Dunham Hill and Hapsford. No decision can be taken during this session, but the Chairman may decide to refer any matters raised for further consideration.</i> <i>N. B Councils cannot lawfully decide items of business that is not specified in the summons/agenda (LGA 1972 Sch 12, paras 10(2)(b) and Longfield Parish Council v Wright (1918) 88 LJ Ch 119</i>
5.	CORRESPONDENCE	To receive any correspondence since the last meeting and to agree any action required.
6.	ACCEPTANCE OF MINUTES	To approve the minutes of the Parish Council meeting held on Tuesday 6 th September 2022.
7.	ITEMS FOR DISCUSSION	1) To receive an update on the SID machine 2) To receive an update on the Defib Machine in Dunham on the Hill
8.	PLANNING	- To note planning applications as listed on the planning register, including comments submitted since the last meeting and enforcement matters. - To receive an update on the Mere's Edge Plan.
9.	NEIGHBOURHOOD DEVELOPMENT PLAN	- To receive an update to the Neighbourhood Development Plan
10.	ACCOUNTS	1) To accept the Cash Book and Outturn v Budget Reports. 2) To approve the Bank Reconciliation against Cashbook YTD. 3) To seek requirements for 2022-23 in preparation for agreeing the budget and setting the precept. 4) Hapsford Christmas Tree – to approve the purchase of a Christmas Tree 5) To approve Payments made since last meeting.
11.	THE COMMUNITY	1) Community Space – Talbot Road – to receive an update 2) Christmas Wreaths Project for Talbot Road – to receive an update. 3) Community Litter Picking Event – to receive an update. 4) Village Green Development – to receive an update. 5) Hapsford Village Green – to receive an update. 6) Hapsford Drains – to receive a verbal update. 7) Footpaths – to receive a verbal update.

12.	EXTERNAL BODIES	- CWaC's Neighbourhood Pride Scheme – to receive an update. - Protos Energy Recovery Facility – to receive an update. - Sandstone Meeting – to receive an update. - Boshaw Centre – to receive an update.
	DATE OF NEXT MEETING	Tuesday 3 rd January 2023 at 7.30pm

MEETING OF THE DUNHAM HILL & HAPSFORD PARISH COUNCIL

Tuesday 6th September 2022, at 7.30pm, at Dunham Hill Village Hall.

MINUTES

Present: Cllr K Bradley – Chair
Cllr C Green
Cllr R Johnson
Cllr H Broadman
Cllr E Gibson
Cllr S Willett
Cllr K Holmes

Clerk: Mrs T Ryall-Harvey
Members of the public: 0

PARISH COUNCIL VACANCIES –following the application from Mrs Sally Wallace to become a Parish Councillor it was **RESOLVED 22/031** proposed by Cllr Bradley and seconded by Cllr Johnson that this application be accepted.

ACTION: Add Sally Wallace to Whatsapp Group and Email address

APOLOGIES FOR ABSENCE – Apologies were received and accepted from Cllr Wales due to work commitments.

ACTION: Cllr Bradley to contact Cllr Wales still wishes to be a Parish Councillor.

DECLARATION OF INTERESTS – No declarations of interest were received.

EXCLUSION OF PRESS AND PUBLIC

It was **RESOLVED 22/032** that item 14 be discussed with the exclusion of the press and public.

PUBLIC PARTICIPATION – Nothing raised.

CORRESPONDENCE

A residents contacted the Parish Council to highlight the following traffic concerns he had:-

1. Church Lane Traffic – in relation to the traffic travelling the wrong way down Church Lane and suggested that No Entry be written onto the road at the A56 end.
2. Poor road markings at the junction of Barrow Lane/Low Hill/Village Road

A suggestion was also received with regards to exploring the option of 'No Entry' signs for Village Road.

ACTION: explore No Entry with highway.

ACTION: Chase poor road markings on Barrow Lane/Low Hill & Village Road – this had been reported in last year.

SAAA 2022 Opt-out Communication from External Auditor – the Opt-Out of the SAAA central external auditor appointment arrangements correspondence were noted and it was **RESOLVED 22/033** to undertake no action and remain opted in to the central external auditor scheme.

PCSO Monthly update was received and circulated prior to the meeting for the Parish Councillors review.

Refreshing the Police and Crime Plan – it was reported that the Police and Crime Commission are conducting a survey to receive feedback from residents, community groups and business on the first year of the police and crime plan.

ACCEPTANCE OF MINUTES

RESOLVED 22/034 - that the Chair signs, as a true and correct record the circulated minutes of the Parish Council meeting held on 5th July 2022.

ITEMS FOR DISCUSSION

SID Machine Update – Cllr Holmes to follow-up.

PLANNING

The Planning Register dated 26/08/2022 was accepted and changes to the planning register from last meeting were noted.

The following planning applications had been received since the last meeting:-

22/02287/FUL – Pinfold Barn, Cash Lane, Hapsford WA6 0JY – Modifying existing site levels including excavation work to create a storage area with green roof over with external steps to access upper garden level (part retrospective)

22/02578/S73 – George Whittaker and Sons, Hapsford Composting Site, Shotwick, Frodsham Road – Variation of condition 2 of planning permission no 12/02552/S73 to extend the composting operations for a further 10 years until 16th July 2032

22/02579/S73 – George Whittaker and Sons, Hapsford Composting Site, Shotwick, Frodsham Road – Variation of condition 2 of planning permission no 12/02551/S73 to extend the composting operations for a further 10 years until 16th July 2032

The Parish Council have submitted responses to the following planning applications:-

22/02288/CAT – Woodbank Village Road, Dunham on the Hill, Frodsham – Fell 2 x Sycamores, Lop and Pollard 3 x Sycamores - Objection

22/02289/CAT – Bankfield, Village Road, Dunham on the Hill – Sycamore and Leylandi – Lop and Pollard – No objection but clarification was sought on the height of the final pollard and lop – No objection

22/02287/FUL – Pinfold Barn, Cash Lane, Hapsford WA6 0JY – Modifying existing site levels including excavation work to create a storage area with green roof over with external steps to access upper garden level (part retrospective) – No objection

The following planning applications had been decided since the last meeting:-

21/04944/FUL – Thyme House, 6 Moor Court, Moor Lane, Hapford WA6 0LA – Revised location of garage (retrospective) and extension to garage to form self-contained annex - approved.

Cllr E Gibson left the meeting.

Meres Edge Update - No further update.

Unauthorised Encampment Issues within the area – no further unauthorised encampment issues were raised since the last meeting.

NEIGHBOURHOOD DEVELOPMENT PLAN

Cllr Green started drafting plan looking at the historic information for Dunham Hill and she is looking to gain historic information for Hapsford. Cllr Green also reported that she was speaking to Forestry Commission and Wildlife Trust. The meeting scheduled for Tuesday 26th July at 7.00pm for the next Working Group Meeting to look further into developing the Neighbourhood Development vision and objectives had been rescheduled for Saturday 17th September at 10.30am at Dunham Hill Village Hall.

ACTION: add a Neighbourhood Plan tab to the website to allow an update to be available to the public.

ACTION: Provide Cllr Green contact for Sue Guest, Sue Hanson and Mr Gorman from Hapsford

Cllr E Gibson returned to the meeting.

Neighbourhood Development Grant – it was **RESOLVED 22/035** to submit a grant application for £4,826.00 to be spent before end of March to cover the following:-

£1,952.00 - Biodiversity Study of the designated area by Cheshire Wildlife Trust which will map the habitat distinctiveness and wildlife corridors. It will support the creation of relevant policies within the plan as well as enhancement projects.

£1,520.00 - Support from Cheshire Community Action with developing policy themes and collation of.

£1,140.00 - Support from Cheshire Community Action with Neighbourhood Plan survey analysis and report

£64.00 - Hire of village hall for working group meetings and information updates with residents.

£150.00 - Type of Activity Surveys and update leaflets printed for distribution by volunteers.

Community Action Plan Membership – it was **RESOLVED 22/036** to pay the Cheshire Community Action membership for 2022-23 at a cost of £20.00

ACCOUNTS

Cashbook – the council accepted the cashbook and updated budget v actual YTD dated 26-08-2022.

Bank Reconciliation

RESOLVED 22/037 – the council approved the bank reconciliation as circulated against the year-to-date cashbook and sign the reconciliation and bank statements.

Clerk's Training – it was **RESOLVED 22/038** that the Parish Council would financially contribute toward 's the Clerk's attendance at

SLCC Branch Conference - £30

SLCC Local Council Clerk Finance Summit - £54

CHALC General Power of Competence Training - £25

Costs for training to be split between the five Parish Council clerk worked for therefore cost to this parish council was £21.80

Income & Expenditure

RESOLVED 22/039 - to accept the income and expenditure as reported to the meeting:-

<u>To Whom Paid</u>	<u>Comments</u>	<u>Amount</u>
INCOME		
CWaC	Members Budget Grant – toward Festive Wreaths	£600.00

EXPENDITURE		
Clerk's Salary	Tax Point 5	£294.23
HMRC	PAYE Month 5	£15.60
Clerk's Salary	Tax Point 6	£294.23
HMRC	PAYE Month 6	£15.60
Clerk's Expenses	Expenses for August & September to include training costs	£177.80
Paul Johnson	Photocopying of Newsletter	£80.00
Community Action Plan Membership	Annual Membership subscription	£20.00
PQR Services	Payroll Services for Q1	£30.60

THE COMMUNITY

Community Space – Talbot Road

It was reported that the residents of Talbot Road had arranged for a planner to arrange a simple green space area and this has been submitted to Sanctuary Housing a design for utilizing the area at the bottom of Talbot Road for their consideration.

Additionally, it was reported that following the unsuccessful application to the Cheshire Community Foundation that Cllr H Deynem had contributed £600 from his Ward Members Budget towards the Christmas Wreaths workshop.

It was **RESOLVED 22/040** to run the workshop on Saturday 15th October at 10.30am and invite families from the villages to come along and create a Festive Wreath.

ACTION: send Cllr Gibson picture of Wreath and information on workshop.

Community Litter Picking Event – it was reported that the next Community Litter Picking Event would take place on 29th October at 10.00am meet at village hall in Dunham on the Hill and by Defib Machine in Hapsford.

Village Green Development – Dunham on the Hill

It was confirmed that Cllr Holmes had submitted a job to Scottish power for the provision of unmetered electricity for the Christmas Tree Lights in Dunham on the Hill (job number 000617698400) and it was hoped that a quote for the creation of this unmetered electricity supply would be created for approval at a future meeting.

Village Green Development -Hapsford – The clerk reported that quotes had been sought for the proposed village green developments of:-

- Living Willow Teepee – Twigtwisters - £700
- Bring and Share Book Shed - £100
- Planting - £150
- Planting of Wildflowers - £898.99

It was **RESOLVED 22/041** that the Parish Council submit a grant application to Marshes Community Benefit Fund for £1,848.99

Cllr Gibson suggested that a Defibrillator Sign for Defib Sticker be sourced to put on the Hapsford telephone box to highlight and include on the Community Litter Picking Event.

Hapsford Drains - It was reported that CWaC have been in contract with the landowners and they have given CWaC permission to enter the land and excavate to establish the problem.

Footpaths – It was reported that CWaC have cleared the footpaths from Hapsford to Hornsmill.

Cllr Gibson sought clarification with regards to the footpaths from Hapsford to Helsby due to discussion that have been had with Meres Edge and Honeywell. Cllr Holmes confirmed that the footpath from Hapsford to Helsby should be identified and priorities to secure it's future.

ACTION: provide the footpath application form to Hapsford residents and ask them to respond back to CWaC

EXTERNAL BODIES

CWaC's Neighbourhood Pride Scheme – following correspondence received from CWaC with regards to a new Neighbourhood Pride Scheme that they are running the following projects were proposed:-

Clearing of Weeds and siding back on footpaths along A56 – it was estimated that the length of this work was 4079 meter and the cost for the traffic management, waste removal, officers, equipment hire etc of £1,731.43 per day with the total area estimated to take possibly a week!

Protos Energy Recovery Facility – it was agreed that Cllr Bradley/Cllr Johnson represent that Parish Council at the first meeting of the Proto Energy Recovery Facility at the Protos ERF site on Tuesday 13th September from 5pm to 7pm.

Sandstone Meeting – the minutes of the recent meeting between the Chair's of the Parish Councils within the Sandstone Ward were brought to the meeting and noted.

Following the Sandstone Meeting the 6 Parish Councils that comprise the Sandstone Ward have written a joint letter to Andrew Lewis, CWaC's CEO, expressing concern about the increasing number of planning applications for small scale developments within green belt, which are then developed before planning permission is granted. The developments are causing considerable concern and are damaging local residential amenity for many residents across the Borough. In addition, it is seriously compromising the CWaC greenbelt policy.

We have therefore asked Mr Lewis to establish a senior team of officers with appropriate experience to review these persistent problems and explore suitable policy and procedural changes that would prevent these manipulations of the CWaC planning policy and the erosion of the greenbelt.

PARISH COUNCIL MATTERS

Boshaw Centre – following the request for a representative from the Parish Council to sit on the Boshaw Centre Committee it was agreed that Cllr Gibson and Cllr Green represent the Parish Council.

OLB – following discussion in relation to the OLB it was **RESOLVED 22/042** that a webpage be drafted in preparation and saved with a password to avoid it being published in error.

The clerk left the meeting.

CLERK – following the clerk's appraisal with Cllr Green made the following recommendations:-

1. One scale point increase to reflect successfully meeting objectives set as part of the appraisal process. This will take effect from 1st April 2023 in line with appraisal dates and contracts.
2. One additional scale point increase in light of additional training undertaken by clerk over the past year in completing her CILCA training. This will take effect from 1st September 2022.

It was **RESOLVED 22/043** that both recommendations be approved to include any national pay award increases for local government employees which is currently in progress.

DATE OF NEXT MEETING

The next meeting would be held on Tuesday 1st November 2022 at 7.30pm at Dunham Hill Village Hall.

The meeting closed at 21.08

Signed:..... Dated:.....

Mrs T Ryall-Harvey 06/09/2022

Dunham Hill & Hapsford Parish Council Planning Register 2022

	Received	No.	Location	Description	PC Observation	Result
	11 Sept 2020	20/02301/FUL	Hobgoblin Farm Hob Lane Dunham On The Hill Chester Cheshire WA6 0LW	Slurry lagoon - retrospective	No-objections	Awaiting Decision
	Thu 27 May 2021	21/02288/S73	Land Adjacent Dunham Hill Village Hall Village Road Dunham On The Hill Frodsham	New 3 bedroom bungalow with associated materials, landscaping and access (variation of condition 2 on planning permission 19/00614/S73)	Support	Awaiting Decision
	Mon 13 Dec 2021	21/04944/FUL	Thyme House 6 Moor Court Moor Lane Hapsford Chester WA6 0LA	Revised location of garage (retrospective) and extension to garage to form self contained annexe	No objections	Approved
	Wed 26 Jan 2022	22/00290/CAT	Fairhaven Village Road Dunham On The Hill Frodsham WA6 0LU	Sycamore - 25% reduction as it has gotten too big for its location and proximity to the house	No Objection	Decided
	Fri 25 Feb 2022	22/00774/FUL	Bank House Farm Morley Lane Dunham On The Hill Chester Cheshire WA6 0NZ	Part single and two storey rear extension	No Objection	Approved
	Mon 21 Mar 2022	22/01091/LDC	The Dales Low Hill Dunham On The Hill Chester Cheshire WA6 0NS	Erection of garage	Not consulted on	Approved
	Wed 16 Mar 2022	22/01030/FUL	5 Moor Court Moor Lane Hapsford Chester WA6 0LA	Extension to existing garage	No Objection	Awaiting decision
1.	Mon 20 Jun 2022	22/02288/CAT	Woodbank Village Road Dunham On The Hill Frodsham WA6 0NN	Fell 2x Sycamores (T1 and T2). Lop and pollard 3x Sycamores (T3, T4, T5).	Objection	
2.	Mon 20 Jun 2022	22/02289/CAT	Bankfield Village Road Dunham On The Hill Frodsham WA6 0NN	Sycamore (T1) and Leylandi (T2) - Lop and pollard.	No objections but sought clarification on the height of final pollard and lop	
3.	Mon 20 Jun 2022	22/02287/FUL	Pinfold Barn Cash Lane Hapsford Chester WA6 0JY	Modifying existing site levels including excavation works to create a storage area with green roof over with external steps to access upper garden level. (Part retrospective)	No Objections	
4.	Fri 08 Jul 2022	22/02578/S73	George Whittaker and Sons, Hapsford Composting Site, Shotwick, Frodsham Road, Hapsford, Chester, Cheshire	Variation of condition 2 of planning permission no. 12/02552/S73 to extend the composting operations for a further 10 years until 16th July 2032	No Objections	
5.	Fri 08 Jul 2022	22/02579/S73	George Whittaker and Sons, Hapsford Composting Site, Shotwick, Frodsham Road, Hapsford, Chester, Cheshire	Variation of condition 2 of planning permission no. 12/02551/S73 to extend the composting operations for a further 10 years until 16th July 2032	No Objections	
6	Fri 05 Aug 2022	22/02977/FUL	Beechcroft Chester Road Dunham On The Hill Chester Cheshire WA6 0JG	Two storey side extension		

7.	Wed 07 Sep 2022	22/03418/DIS	Sewage Treatment Works Moor Lane Hapsford Chester	Application to discharge condition 4 (Habitat Management Plan) of planning permission 21/04988/FUL	Not consulted on	
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Sandy Ryall-Stawey
Dated 20/10/2022

Budget Element	Due date	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Outturn 2022-23	2022-23 Budget	Variance O v B	Commentary
EXPENDITURE																	
People & Expenses																	Costs include VAT
Clerk	Monthly	248	298	248	294	294	297	301	248	248	248	248	248	3,220	2,940	-280	
HMRC tax	Quarterly	62	74		78	16	16	19			180		248	444	720	276	
Expenses	Monthly		125		128		48		50		50		100	501	400	-101	Clerk expenses
Training			111				130				50		50	291	500	209	
Professional service																	
Insurance	Yearly		426											426	350	-76	
Internal Audit	Yearly		51											51	50	-1	
Payroll Provider	Monthly	67	36		31		31						120	284	274	-10	
General Services																	
Website & Broadband	Yearly							86					57	143	142	-1	
Village Hall Room Hire	Yearly										100			100	100	0	
Newsletter	Quarterly	70				80				70				220	210	-10	
Bulb Planting & Planters	*						446	100						546	400	-146	Plants for the Planters (Spring & Summer)
Admin																	
Membership/Subscriptions	Yearly						20							20	190	170	CCA Membership
Data Protection fee	Yearly				35									35	35	0	
Admin	*												0	0	0	0	
Elections	*												0	0	0	0	no election in 2021-22
Grants																	
General	Yearly	*			120								0	120	0	-120	Grant for Jubilee Games
Projects																	
Defibrillator														60	60	0	
Community cleanup	Bi-annual	*							180		60			180	180	0	Litter picking equipment
Maintenance of Assets	*												450	450	450	0	Earmark £436 towards Maintenance of Assets
Ad Hoc Beneficial Items (S137)	*		370					844					178	1,392	200	-1,192	
Money spent from reserves													0	0	0	0	
Inflation %	0%													0		0	
Contingency % of above	0.5%		0	0	0	0	0	0	0	1	2	3	1	12	36	24	
TOTAL CASH OUT		447	1,491	403	530	390	541	1,696	579	380	631	306	1,101	8,495	7,237	-1,258	
RECEIPTS																	
Precept	7,025 2.0%	7,170		1							4			7,170	7,170	1,154	
Bank interest													5	5	8	8	
VAT recovery			718			600							50	50	50	0	
CWMC contribution									4,826				0	1,318	0	0	
Other													4,826	0	0	0	
TOTAL CASH IN		7,170	718	1	0	600	0	4,826	0	4	0	0	50	13,369	7,228	1,162	Neighbourhood Development Plan
Transaction Cash flow		6,723	5,950	5,549	5,018	5,228	4,687	7,817	7,238	6,862	6,231	5,925	4,874				
FAIRMARKED FROM RESERVES																	
Ring-Fenced for Dunham Hill Christmas	1,000																
Earmarked for Hapstord Christmas Tree	363										126						
Maintenance of Benches at Hapstord	0																
Maintenance of Assets in Dunham Hill	775																
CIL Money	231																
Ring-Fenced for Speed Monitoring Device	1,117																
Wildflower Planting	343																
Election	3,000																
Ward Councilor money donated and received	264																
General Reserves (up to 1 years Precept)	7,170																
TOTAL RESERVES	14,262																
Cash in Bank	13,997.7	20,721	19,948	19,546	19,016	19,226	18,685	21,815	21,236	20,860	20,229	19,923	18,872				
End 2020-21		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar				

DUNHAM HILL AND HAPSFORD PARISH COUNCIL CASHBOOK - FINANCIAL TRANSACTIONS 2022-23

STATEMENT DATE	Description	Power	Minute Page	People & Expenses	Professional Services	General Services	Admin	Grants	Projects	£137	VAT	Receipts	Totals	Comments	Resolved	No.
				EXPENDITURE excluding VAT												
01/04/2022	Autela Payroll	1	79				-14.00				-2.80		-16.80	Payroll Services for Year	22/015	1
01/04/2022	Autela Payroll	1	79				-42.00				-8.40		-50.40	Payroll Services for Q4	22/015	2
08/04/2021	St Lukes S Piro ch		79									7,170.00	7,170.00	Precept for 2022-23	22/015	3
20/04/2022	Paul Johnson	6	79				-70.00						-70.00	Printing of Newsletter	22/015	4
25/04/2022	Mrs T Ryall-Harvey	1	79	-248.03									-248.03	Clerk's Salary Tax Point	22/015	5
28/04/2022	HMRC PAYE	1	79	-61.80									-61.80	PAYE Month 1	22/015	6
06/05/2022	PQR Limited	1	79		-30.00						-6.00		-36.00	Payroll Provider	22/015	7
12/05/2022	Mrs T Ryall-Harvey	1	79				-217.29				-18.58		-235.87	Clerk's Expenses	22/015	8
12/05/2022	Phil Sanders	1	79		-51.00								-51.00	Internal Audit 21/22	22/015	9
12/05/2022	AIGIBL GBP Client NST	2	79		-425.76								-425.76	Insurance for 22/23	22/015	10
20/05/2022	Mike Critchlow	10	83						-370.00				-370.00	Jubilee Event - Keyring	22/026	11
24/05/2022	CWAc		82									718.00	718.00	CWAc Ward Councilors	22/026	12
25/05/2022	Mrs T Ryall-Harvey	1	79	-297.71							-297.71		-297.71	Clerk's Salary Tax Point	22/015	13
27/05/2022	HMRC PAYE	1	79	-74.40									-74.40	PAYE Month 2	22/015	14
06/06/2022	Bank Interest		82									1.03	1.03	Bank Interest Paid	22/026	
08/06/2022	Dunham Hill Village Ha	10	83					-120.00					-120.00	Jubilee Event Grant	22/026	15
11/06/2022	ICO	8	79				-35.00						-35.00	Data Protection Renew	22/015	16
25/06/2022	Mrs T Ryall-Harvey	1	83	-247.83							-247.83		-247.83	Clerk's Salary Tax Point	22/026	17
01/07/2022	HMRC PAYE	1	83	-62.00							-62.00		-62.00	PAYE Month 3	22/026	18
06/07/2022	Mrs T Ryall-Harvey	1	83				-121.58				-6.40		-127.99	Clerk's Expenses	22/026	19
06/07/2022	PQR Limited	1	88		-25.50						-5.10		-30.60	Payroll Services Q1	22/039	20
25/07/2022	Mrs T Ryall-Harvey	1	83	-294.23							-294.23		-294.23	Clerk's Salary Tax Point	22/026	21
29/07/2022	HMRC PAYE	1	83	-15.60							-15.60		-15.60	PAYE Month 4	22/026	22
17/08/2022	Paul Johnson	11	88				-80.00						-80.00	Printing of Newsletter	22/039	23
25/08/2022	Mrs T Ryall-Harvey	1	88	-294.23									-294.23	Clerk's Salary Tax Point	22/039	24
30/08/2022	CWAc		88									600.00	600.00	CWAc Ward Councilors	22/039	26
30/08/2022	HMRC PAYE	1	88	-15.60									-15.60	PAYE Month 5	22/039	25
05/09/2022	Bank Interest											4.29	4.29	Bank Interest Paid		27
13/09/2022	Mrs T Ryall-Harvey	1	88				-174.50				-3.30		-177.80	Clerk's Expenses	22/039	28
13/09/2022	Cheshire Community A	8	88		-20.00								-20.00	Membership for 2022-23	22/039	29
23/09/2022	Mrs T Ryall-Harvey	1	88	-294.23							-294.23		-294.23	Clerk's Salary Tax Point	22/039	30
30/09/2022	HMRC PAYE	1	88	-15.60							-15.60		-15.60	PAYE Month 6	22/039	31
03/10/2022	Claire Fletcher								-797.00				-797.00	Wreath Making Material		32
03/10/2022	Visual Sales & Services				-71.86						-14.38		-86.24	Website		33
10/10/2022	PQR Limited				-25.50						-5.10		-30.60	Payroll Services		34
10/10/2022	Mrs T Ryall-Harvey								-47.25				-47.25	Poppy Wreath & Lamp-post Popp		35
10/10/2022	Boston Seeds Ltd								-372.00		-74.40		-446.40	Wildflower Seed		36
14/10/2022	Groundwork UK											4,826.00	4,826.00	Neighbourhood Plan Grant		37
25/10/2022	Mrs T Ryall-Harvey			-300.65									-300.65	Clerk's Salary Tax Point 7		38
30/10/2022	HMRC PAYE			-18.80									-18.80	PAYE Month 6		
													0.00			
													7,823.90			
TOTALS				-2,240.71	-649.62	0.00	-754.37	-120.00	-1,586.25	0.00	-144.46	13,319.32				

RECONCILIATION

Current Account	£7,885.78	Year to date balance	£7,823.90
Deposit Account	£13,935.82	Balance Brought Forward	£13,997.70
TOTAL	£21,821.60	Balance	£21,821.60
Less Uncleared Payments			£0.00

TOTAL	£21,821.60		
Ring-Fenced Money for Hapsford Christmas Trees	£362.50		
Earmarked as CL Money	£231.00		
Ring Fenced for Emergencies (upto one years Prece	£7,170.00		
Ring-Fenced - Election Costs	£3,000.00		
Reserved for Maintenance of Assets in Dunham Hill	£774.50		
Ring-Fenced for Speed Monitoring Device	£1,117.38		
Ring-Fenced for Dunham Hill Christmas Tree Fund	£1,000.00		
Ring-Fenced for Wildflower Planting	-£29.00		
Ring-Fenced from Ward Councilor	£67.23		
Remaining money to spend	£8,195.22		

S137 Limit for 2022

£4,674.60

Clerk: *S. Syddall-Henney*
20/10/2022

Dunham Hill and Hapsford Parish Council
Bank Reconciliation to Cashbook - 20-10-2022
Presented to Meeting on 1st November 2022
Prepared by Trudy Ryall-Harvey

Balance show on Cashbook	£21,821.60
Barclays Online Account at 27-06-2022	
Current Account	£8,205.23
Deposit Account	£13,935.82
Less: Unpresented Payment	£319.45
TOTAL	£21,821.60
Less: Payments on Cashbook not yet made	£319.45
Plus: Deposits on Cashbook not yet Credited	£0.00
Reconciliation	YES


[Dunham Hill & Hapsford PC](#)



£8,205.23

Available balance 

(£8,205.23 last night's balance) 

[Show recent transactions](#)


[Dunham Hill Deposit Acc](#)



£13,935.82

Available balance 

(£13,935.82 last night's balance) 

[Show recent transactions](#)

Budget Element	Due Date	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Proposed Budget 2023-24	2022-23 Budget	Variance B v B	Commentary
People & Expenses																	
Clerk	Monthly	311	311	311	311	311	311	311	311	311	311	311	311	3,732	2,940	-792	
HMRC tax	Quarterly	20	20	20	20	20	20	20	20	20	20	20	20	240	720	480	
Expenses	Bi-monthly	50		75		50			75		50		20	400	400	0	Clerk expenses
Training	As required	50	150		50			50			50		100	350	500	150	£150 for New Members/ £200 for Clerk
Professional service																	
Insurance	Yearly		430											430	350	-80	
Internal Audit	Yearly		50											50	50	0	
Aurelia payroll	Quarterly			36				36						180	274	94	
General Services																	
Website & Broadband	Yearly	57						90						147	142	-5	
Village Hall Room Hire	Yearly										100			100	100	0	
Newsletter	Quarterly	80				80				80				240	210	-30	
Bulb Planting & Planters	Yearly	*					300	126						426	400	-26	Plants for the Planters (Spring & Autumn) + Dafnodi Bulbs
Admin																	
Membership/Subscriptions	Yearly	190												190	190	0	
Data Protection fee	Yearly			35										35	35	0	
Elections	4 Yearly	*	2,500											2,500	0	-2,500	Election in 2023-24 - money to be taken from Election Reserves
Grants																	
General	Yearly	*												0	0	0	
Projects																	
Defibrillator	Bi-annual	*	180							60				60	60	0	
Community cleanup	*	*												180	180	0	Litter picking equipment
Maintenance of Assets	*	*							22				450	450	450	0	Earmark £500 towards Maintenance of Assets
Ad Hoc Beneficial Items (S137)	*	*											200	200	200	0	
Neighbourhood Development Plan			500		1,000		1,000		500	1,000	1,000		1,000	5,000	0	-5,000	
Money spent from reserves														0	0	0	
Inflation %		0%												0		0	
Contingency % of above		0.5%												50	36	-14	
TOTAL CASH OUT		979	3,978	479	1,383	463	1,833	535	833	560	1,483	333	2,100	14,960	7,237	-7,723	

RECEIPTS																
Precept	7,170	2.0%	7,313											7,313	7,170	-143
Bank interest				4						4				8	8	0
VAT recovery													50	50	0	
Neighbourhood Development Plan Grant			5,000										5,000	0	-5,000	
CVA/C contribution													0	0	0	
Other													0	0	0	
TOTAL CASH IN	7,313	5,000	4	0	0	0	0	0	0	4	0	0	50	12,371	7,228	-5,143
Transaction Cash flow	6,335	7,356	6,881	5,498	5,035	3,201	2,667	1,834	1,278	-205	-538	-2,588				

EARMARKED FROM RESERVES																	Commentary
Ring-Fenced for Dunham Hill Christmas Tree		1,000															Money provided by Grant from Gowry Landfill
Earmarked for Hapsford Christmas Tree Fund																	Left over from money raised by PC & Residents for seated area in Hapsford
Maintenance of Assets in Dunham Hill		194															
CIL Money		277															
Ring-Fenced for Speed Monitoring Device		231															
Wildflower Planting		907															
Election		0															
0.5 years Precept		3,000															
		3,400															
TOTAL RESERVES		9,009															

Cash in Bank	15034	21,369	22,390	21,915	20,532	20,069	18,235	17,701	16,868	16,312	14,829	14,496	12,446
End 2022-23													
		Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar