

# Little Hadham Parish Council

Minutes of the seventeenth meeting of the Little Hadham Parish Council (2007 – 2011 Session) held on Tuesday 2<sup>nd</sup> December 2008 at 8:43 p.m. in the Village Hall, Little Hadham.

<b>Present:</b>	<b>Mr M Fairchild</b>	<b>Chairman</b>
	<b>Mr A Morris</b>	)
	<b>Mrs C Piccolo</b>	)
	<b>Mr J Purvis</b>	) <b>Councillors</b>
	<b>Mr T Skidmore</b>	)
	<b>Mrs M Wilkinson</b>	)

Mr B Evans – Clerk, and 19 members of the public including County Cllr Mrs Mary Bayes.

## 17.1 Public session.

There were no comments.

## 17.2 Absent Cllr Williamson [attending a work training course].

## 17.3 Declarations of interest. Cllrs Fairchild, Skidmore and Mrs Piccolo declared an interest in Gypsy and Traveller sites as they were members of the Little Hadham Conservation Society.

## 17.4 Minutes of the Parish Council meeting held on Tuesday 4<sup>th</sup> November 2008 having been previously circulated were agreed as accurate. Proposed by Cllr Mrs Wilkinson and seconded by Cllr Mrs Piccolo.

## 17.5 Matters arising from the Council minutes. There were no matters arising.

## 17.6 Budget for 2009/10

### 17.6.1 The Chairman said that the working party had prepared a budget for the coming year that had been circulated to councillors. [Enclosed].

Cllr Skidmore outlined the major payments to be made in the current financial year. These included donations to SSE and 'The Young Ones'. About £3,500 would be carried forward. £1,500 was required to pay bills before the precept was paid leaving about £2,000 as a starter fund towards repairing the war memorial wall.

Cllr Morris outlined the outgoings for 2009/10. Major costs included insurance for the new playground equipment and grass and hedge cutting. Global warming meant that the playground grass needed to be cut more frequently and the hedges needed cutting more than once a year. The Clerk's pay was expected to increase by about 3% following completion of the national pay negotiations. The work party was proposing the Clerk should receive a productivity bonus of 5% above the national pay scale.

The Chairman said that the outgoings required an increase in the precept, the money the Council got from EHC to carry out the Council's programme. The working party was proposing a precept of £13,500 for 2009/10, a 13.6% rise on the precept for 2008/09.

This compared with a 10% rise in precept for 2008/9 over the previous year. As it turned out, residents only paid an extra 5% towards the parish in 2008/09. Several new or improved houses in the parish meant that the cost was shared between more people.

The reverse would be true for 2009/10. Figures obtained from EHC showed that revenue from council tax in Little Hadham would be down in 2009/10. This was a reflection of the economic climate, with new houses, presumably in Bury Green, that

had not been sold and therefore not qualifying for council tax. Council tax revenue was also down because more homes would qualify for exemptions and discounts. As a result, with fewer people than expected sharing the cost, the parish precept as a percentage of council tax would go up. Under the budget proposal to be agreed at the meeting, the parish precept would cost residents 18% more than last year. This was clearly above the inflationary increase that EHC would probably like parish councils to adopt.

The Chairman said that it was important to be able to justify the increase.

The Parish Council had to pay higher maintenance costs, partly arising from the improved facilities that had been created in the village, in particular the two playground areas. It was worth remembering that they were paid for by highly successful fund-raising by the Council to the tune of £55,000, not provided by parishioners.

Other costs had gone up such as hedge and grass cutting.

Putting the 18% increase in the precept into context, the Chairman said the actual cost for 2009/10 represented a rise in the council tax per household of £4.16 pa for a 'D' band house, £6.94 pa for one in 'G' band and £8 pa for one in the highest 'H' band.

In the Parish Precept league table in East Herts, Little Hadham fell exactly in the middle, with a precept lower than Albury, Aston (the parish plan mentors) and considerably below Much Hadham, Hunsdon and Braughing.

The working party felt the Council needed to get its precept on to a higher base level for future years.

The Chairman asked members of the public if they had any comment to make on the proposed precept. A resident asked if it included the repair to the war memorial.

The Chairman said no. The Council was actively seeking funding from a number of sources and Herts Highways had agreed to provide road management free of charge.

A resident asked if the Council had obtained alternative quotes for hedge and grass cutting. The Chairman said that he would ask Cllr Williamson to obtain some quotes.

**17.6.2** The Chairman proposed that the Council accept the budget for 2009/10. Agreed.

## **17.7 Precept for 2009/10**

**17.7.1** The Chairman proposed that the precept for 2009/10 be set at £13,500. Agreed. The 'Precept upon Bill Authority' document was signed.

## **17.8 Possible locations for gypsy and traveller sites.**

**17.8.1 Public enquiry into the EERA policy on gypsy and traveller sites.** The Chairman reminded the Council of the public enquiry at which the Council had submitted a written response giving the view that sites should be created in areas where there was an obvious need rather than creating small sites in every district regardless of need. Council members who attended the inquiry were of the view that the likelihood of a site in Little Hadham was low. However, because several local authorities supported the idea of 15 pitches in districts where there was no compelling case for more sites, the inquiry panel could opt for this solution as a 'soft option'. The inspector was expected to report in the new year.

## **17.9 Road works.**

**17.9.1 Proposed changes to the bypass route including the effect of the changes on Lime Kiln Cottage.** The Chairman said that Cllr Bayes and officers from Herts Highways had met the resident who was concerned about the closeness of the bypass

to his home. From the floor Cllr Bayes said that she had assured the resident that the detailed planning had yet to be done. When it had he would be consulted. She could not promise to fully placate everyone but much could be done to ameliorate noise – possibly by providing screening.

**17.9.2 Informal meeting held with Herts Highways** to hear of progress with the bypass and to consider ideas on traffic calming measures for the old road through the village. Cllr Purvis presented a report of the meeting [enclosed].

**17.10 Dilapidated seat and notice board at Westland Green.** Cllr Purvis said that the timber for repairing the seat had been received. However he understood from Cllr Mrs Wilkinson that HCC might replace the seat from the footpaths budget. He proposed that the Clerk should write to HCC while he kept the timber in store. Agreed.

### **17.11 Playgrounds**

**17.11.1 Trimming the hedge of the village hall playground.** The Chairman proposed that the hedge be cut twice a year as proposed in the budget. Agreed.

**17.11.2 Recommendations following the annual playground inspections.** The Chairman said the safety mats for the Ridgeway seesaw had been installed and a small number of tasks remained – mainly to do with fencing. He called on local residents to volunteer their help.

### **17.12 Stansted Airport.**

**17.12.1 NATS proposed changes to flight paths.** Cllr Morris said that he had received a letter from Oliver Heald MP who had written to NATS himself about the proposed changes to the Buzad flight path. Cllr Morris proposed that he should contact the councils of other parishes who would be affected in order to get their support. Agreed.

### **17.12.2 Recent developments**

The Chairman said that SSE was following its legal advice by challenging the decision to allow the first phase of Stansted expansion. The Chairman reported on a preliminary hearing before the enquiry into the second phase of expansion including a second runway. He felt that the inspector had been left in no doubt that plans to hold the enquiry in more than one room at a time would be very unpopular with local people who would see such a decision as unfair and undemocratic.

The Chairman noted that the number of passengers and flights using the airport were significantly down on the previous year.

### **17.13 Clerk's Report**

#### **17.13.1 Financial statement**

##### **Period ending 2<sup>nd</sup> December 2008**

Barclay's Bank C/Acc	£8,254.75
High Rate BP Acc	£5.18
BP Acc	£169.63
Petty cash	£2.99
<b>Total</b>	<b>£8,432.55</b>

##### **Uncleared cheque**

Little Hadham PCC - graveyard maintenance	£250.00
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**To be approved for payment**

Mr B Evans	P/Clerk - (Nov+Dec)	£593.73	
	Exp (Nov+Dec)	£47.15	
	Float	£50.00	£690.88
Mrs K Green	Grass & bins (Nov+Dec)		£86.22
Miss A Windmill	Litter picking (Nov+Dec)		£195.06
SLCC	Subscription		£94.00
Mrs E Booth	PO cleaning Oct to Dec		£30.00
Howe Fencing - timber to repair Westland Green seat			£160.46
HM Customs & Excise	PAYE		£230.00
SSE	Donation		£100.00
Mr T Skidmore - travel to EHC LDF meeting + copying			£21.73
Mr M Fairchild mileage to Gypsy and Traveller enquiry			£38.25
<b>Total payments</b>			<b>£1,646.60</b>

**Total in all accounts and petty cash after payment of this month's bills £6,585.95**

- 17.13.2** Proposed to accept payment of accounts. Agreed.
- 17.13.3** Proposed to accept the accuracy of the financial statement. Proposed Cllr Morris, seconded Cllr Purvis. Agreed.
- 17.14 Freedom of information.** The Chairman said that the Information Commissioner required that the Council adopt the new model freedom of information document and publish a list of the information available from the Council giving details of how members of the public could obtain copies. The Clerk had prepared the documents that had been circulated to councillors. The documents would be advertised on the parish noticeboard, in the Parish Newsletter and on The Hadham website. The Chairman proposed that the Council adopt the model scheme together with details of how to obtain information from the Council. Agreed.
- 17.15 Chairman's report.**
- 17.15.1 Consultation on Standards in Local Government.** The Chairman presented a response to the consultation [enclosed] and proposed that it be sent in the name of the Council. Agreed.
- 17.15.2** The Chairman announced that the new noticeboard had been installed in the village hall playground. He hoped residents would find it useful.
- 17.15.3** The Chairman reported the sad death of Andrew Peat the chairman of Braughing Parish Council.
- 17.15.4 Democratic 10 minutes**  
**The meeting closed at 9:35 p.m.**  
 A resident said the playground was much improved with the lowered hedge.  
 A resident thought it was good of Inspector Kennedy to come to the meeting. He seemed to have many good ideas and should be given the support of the Council and the wider community.  
**The meeting reopened at 9:38 p.m.**
- 17.16 Planning matters.** The transactions of the Planning Committee were noted.
- 17.17 Correspondence.** The Clerk distributed items of correspondence to relevant members.
- 17.18 Any other business.** Cllr Mrs Piccolo noted that the letter to Romehold concerning the future of the Millennium Wood would be sent within a week.
- 17.19 Date of the next meeting Tuesday 3<sup>rd</sup> February 2009.**
- 17.20** The Chairman closed the meeting to the Public and the Press at 9:40 p.m.

## Appendix 1

**Meeting Notes from A120 Bypass Meeting**

**Meeting date:** 6th November 2008

**Parish Council Attendees:** Cllrs Mike Fairchild, Andy Morris, Geoff Williamson, John Purvis and the Clerk.

**Highways/Council Attendees:** Helen McCormick, Phil Young, Cllr Mary Bayes

Firstly there was some discussion on the recent route modifications and whether these modifications took it closer to the original Option 4 or Option 5. Highways have provided a map comparing the chosen route to Option 4 and Option 5 and maintain that it is closer to Option 5. The reasons for the recent route modifications include both less land take and reduced costs.

Highways have carried out extensive modelling, which has taken into account likely scenarios on all major routes in the area and they have also included issues such as the impact of a range of differing heavy lorry configurations.

Highways confirmed that there are no plans to include a slip road from the bypass to the Pelham's.

The Highways scheme does not predicate any housing development.

It is most likely that a flood prevention scheme will be included.

Highways will submit their business case to Government in 2009, followed by a period of consultation. The project could start by 2012 with a completion some 15 months later. The costs are likely to be around £20m and they mentioned that they may need to develop a 'low cost' option but that this is currently considered as unlikely.

The project is not dependent on a contribution from BAA.

There will be an opportunity for the Parish Council and local residents to suggest significant improvements to the old A120 including:

- # introduction and placement of traffic calming measures
- # cycle path developments
- # addition of pedestrian crossings
- # different resurfacing opportunities, e.g. cobbles/tiles (like Stansted Abbots).

These enhancements will be included in the business case but implemented after the bypass is built.

The lights will be retained but re-phased to advantage of C15/Albury Road users.

Highways will provide further update in their newsletter early in the New Year and are happy to address a Parish Council meeting or Assembly in April.

## Appendix 2 Codes of Conduct for local authority members – consultation

### Annex A: List of consultation questions

#### Chapter 2: Code of conduct for local authority members

**Question 1** Do you agree that the members' code should apply to a member's conduct when acting in their non-official capacity?

**Agree.**

**Question 2** Do you agree with this definition of 'criminal offence' for the purpose of the members' code? If not, what other definition would you support, for instance should it include police cautions? Please give details.

**Agree.**

**Question 3** Do you agree with this definition of 'official capacity' for the purpose of the members' code? If not, what other definition would you support? Please give details.

**Agree.**

**Question 4** Do you agree that the members' code should only apply where a criminal offence and conviction abroad would have been a criminal offence if committed in the UK?

**Agree.**

**Question 5** Do you agree that an ethical investigation should not proceed until the criminal process has been completed?

**Agree.**

**Question 6** Do you think that the amendments to the members' code suggested in this chapter are required? Are there any other drafting amendments which would be helpful? If so, please could you provide details of your suggested amendments?

These amendments are concerned with semantics and a tidying up of wording and as such we have no objection to their being included.

What is important is that greater clarity is provided about: (i) what constitutes Personal Interest; (ii) what constitutes Prejudicial Interest; whether having declared either a Personal Interest or a Prejudicial Interest, a member may (a) remain in the council chamber, and (b) may take part in discussion and/or (c) vote; whether as a member of the council with a Personal or Prejudicial interest and wishing to speak as a member of the general public, he/she must do so from the council table or from the body of the meeting.

Having read the Model Code of Conduct, the proposed revisions, and the explanation provided by Steve McAllister (email of 28 Nov 2:19 PM), the situation remains confused.

It would be appreciated if the explanation could be provided in plain English with as few cross-references as possible.

In the absence of clear guidance, and to avoid doubt, our council has adopted the practice that a member with a personal or prejudicial interest can neither take part in discussion nor vote on that issue and must leave the chamber during discussion and voting. The member may join the body of the meeting if he/she wishes to speak on the issue but, as a member of the public, may not vote.

**Question 7** Are there any aspects of conduct currently included in the members' code that are not required? If so, please could you specify which aspects and the reasons why you hold this view?

No.

**Question 8** Are there any aspects of conduct in a member's official capacity not specified in the members' code that should be included? Please give details.

No.

**Question 9** Does the proposed timescale of two months, during which a member must give an undertaking to observe the members' code, starting from the date the authority adopts the code, provide members with sufficient time to undertake to observe the code?

Yes.

**Question 10** Do you agree with the addition of this new general principle, applied specifically to conduct in a member's non-official capacity?

Agree

**Question 11** Do you agree with this broad definition of 'criminal offence' for the purpose of the General Principles Order? Or do you consider that 'criminal offence' should be defined differently?

Agree.

**Question 12** Do you agree with this definition of ‘official capacity’ for the purpose of the General Principles Order?

Agree.

### **Chapter 3 Model Code of Conduct for local authority employees**

**Question 13** Do you agree that a mandatory model code of conduct for local government employees, which would be incorporated into employees’ terms and conditions of employment, is needed?

No. In the case of parish councils, it should be at the discretion of the council, recognizing the practical difficulties of implementation. The clerk is often the only employee of the Council. If the Clerk declared a Prejudicial Interest, who would take or write the minutes or carry out any business connected with the particular interest? In a Town, District or County Council the clerk could delegate the matter to a colleague. It would be difficult for the clerk to write a letter of objection to his own planning application, for example.

Left to the discretion of the council, it would be for the clerk to declare an interest and for the Chairman to decide how the clerk should behave in that particular event.

It should also be at the discretion of the council whether a parish clerk is covered by rules similar to those for members. However, given that the clerk has delegated responsibilities, councils should be encouraged to include the clerk in such rules.

**Question 14** Should we apply the employees’ code to firefighters, teachers, community support officers, and solicitors?

All of these professions have their own code of conduct. It would not be helpful to add an extra layer of code to control their behaviour.

**Question 15** Are there any other categories of employee in respect of whom it is not necessary to apply the code?

No comment.

**Question 16** Does the employees’ code for all employees correctly reflect the core values that should be enshrined in the code? If not, what has been included that should be omitted, or what has been omitted that should be included?

Agree.

**Question 17** Should the selection of ‘qualifying employees’ be made on the basis of a “political restriction” style model or should qualifying employees be selected using the delegation model?

In the case of parish councils, delegation model.

**Question 18** Should the code contain a requirement for qualifying employees to publicly register any interests?

At the council’s discretion. The employees are hired to carry out the will of the council. They do not make important decisions – unlike the councillors.

**Question 19** Do the criteria of what should be registered contain any categories that should be omitted, or omit any categories that should be included?

No.

**Question 20** Does the section of the employees’ code which will apply to qualifying employees capture all pertinent aspects of the members’ code? Yes.

Have any been omitted?

**Question 21** Does the section of the employees’ code which will apply to qualifying employees place too many restrictions on qualifying employees? Are there any sections of the code that are not necessary?

No.

**Question 22** Should the employees’ code extend to employees of parish councils?

Yes, subject to the comments above.

## Appendix 3 – Budget for 2009/10

## Budget summary

Income	2005 to 2006	2006 to 2007	2007 to 2008	2008 to 2009	2009 to 2010
Monies brought forward	£14,034.59	£13,651.21	£3,484.38	£6,100.59	£3,563.64
Annual precept	£9,800.00	£10,290.00	£10,804.50	£11,884.95	£13,500.00
Playing field donations	£100.00				
Playing field grant				£1,449.18	
Parish Plan	£71.03	£2,802.26			
EDF	£2,355.62				
Other Receipts	£1,924.47	£3,682.97	£1,453.00	£3,050.12	£1,529.77
<b>Total Income</b>	<b>£28,285.71</b>	<b>£30,426.44</b>	<b>£15,741.88</b>	<b>£22,484.84</b>	<b>£18,593.41</b>

Outgoings	2005 to 2006	2006 to 2007	2007 to 2008	2008 to 2009	2009 to 2010
Pay	£5,525.88	£5,544.66	£5,939.01	£6,186.30	£6,655.09
Expenses	£1,509.00	£781.00	£1,591.00	£816.00	£621.00
Rent	£123.13	£183.13	£203.13	£223.13	£223.13
Subs	£585.47	£671.00	£802.26	£668.41	£720.00
Donation	£525.00	£822.50	£915.00	£1,275.00	£875.00
Materials	£44.00	£0.00	£0.00	£0.00	£0.00
Training	£0.00	£0.00	£0.00	£25.00	£50.00
Misc	£23.00	£40.00	£120.00	£170.00	£220.00
Contingency	£0.00	£300.00	£1,000.00	£1,000.00	£1,000.00
Audit	£153.00	£212.00	£212.00	£489.82	£491.82
Capital costs	£0.00	£0.00	£300.00	£0.00	£0.00
Maintenance	£1,432.62	£1,083.06	£2,134.78	£3,012.78	£3,422.00
Insurance	£350.11	£566.94	£800.00	£926.00	£1,200.00
Parish Plan	£2,624.65	£1,621.94	£0.00	£0.00	£0.00
Interest	£0.00	£0.00	£0.00	£0.00	£0.00
Repairs	£784.00	£86.06	£100.00	£919.67	£250.00
Playground		£14,545.00	£0.00	£4,824.00	£0.00
				£0.00	£0.00
<b>Totals</b>	<b>£13,679.86</b>	<b>£26,457.29</b>	<b>£14,117.18</b>	<b>£20,536.11</b>	<b>£15,728.04</b>

Projected Surplus

£2,865.37

Change on previous year	2005 to 2006	2006 to 2007	2007 to 2008	2008 to 2009	2009 to 2010
	7.10%	5.00%	5.00%	10.00%	13.59%

VAT recovered

£615.97 VAT to be recovered from outgoings

Projected Surplus

£3,481.34 Including VAT recovered

Income less Outgoings for year

-£82.30

<b>Precept to balance income and outgoings for the year</b>	<b>£13,582.30</b>
<b>Increase over 2008/09</b>	<b>14.28%</b>

## Notes

Prices are quoted inclusive of VAT where applicable. VAT is recoverable - I have estimated how much VAT can be recovered near the end..

Income and expenditure involving the Biffaward have been omitted.

Values for previous years are included for guidance.

Shaded cells are subject to consideration. You can experiment by changing cells.

**The 'To pay to end 07/08' sheet should be considered first.** Global warming may require more grass cuts - normally these start in April. There is a surplus - £2,000 could be put towards the war memorial.

The Council must decide what to spend next year - 'Outgoings' sheet. The working party has put in its recommended values.

The Council should aim to carry forward at least £1,500 into 2010/11 to pay bills before receipt of the precept.

The Council should try to balance its Income and Outgoings for each year. It should not use reserves [i.e. 'Carried Forward'] for running expenses. Reserves should be used for one off expenses like rebuilding the war memorial wall.

In order to balance the books the Council needs to ask for a precept of about 14%. In theory the Council can ask for as much as it likes though there will be pressure from HMG and EHC it keep it below inflation. To bring the precept increase to below 4% the Council would have to reduce next year's outgoings by about £1,000.

## Income

	2005 to 2006	2006 to 2007	2007 to 2008	2008 to 2009	2009 to 2010
Precept	£9,800.00	£10,290.00	£10,804.50	£11,885.00	£13,500.00
Easement					
Allotment rent	£24.00	£24.00	£24.00	£24.00	£24.00
Interest		£0.71			
EDF wayleave WG	£5.00	£5.00	£5.77	£5.77	£5.77
Rent WG Home Farm	£300.00	£300.00	£300.00	£300.00	£300.00
Litter picker	£1,048.32	£1,075.36	£1,123.80	£1,170.35	£1,200.00
Playground donations	£100.00				
Playground grant				£1,449.18	
Parish Plan Grants	£71.03	£2,802.26			
EDF land sale & donation	£2,355.62				
PAYE payment	£250.00			£150.00	£0.00
VAT refund ex P.Plan	£297.15	£2,277.90		£1,400.00	
<b>Total income</b>	<b>£14,251.12</b>	<b>£16,775.23</b>	<b>£12,258.07</b>	<b>£16,384.30</b>	<b>£15,029.77</b>
Income ex Precept	£4,451.12	£6,485.23	£1,453.57	£4,499.30	£1,529.77

Biffaward not included

## Outgoings

	Type	2005 to 2006	2006 to 2007	2007 to 2008	2008 to 2009	2009 to 2010		
Audit	Audit	£141.00	£200.00	£334.88	£479.82	£479.82	VAT	£83.97
Internal audit	Audit	£12.00	£12.00	£12.00	£10.00	£12.00		
Notice board erection	Capital costs		£0.00	£0.00	£0.00	£0.00		
Parish Plan developments	Capital costs	£0.00	£0.00		£0.00	£0.00		
Contingency	Contingency		£300.00	£1,000.00	£1,000.00	£1,000.00		
LH Flood Forum	Donation		£0.00	£0.00	£0.00	£0.00		
LH PCC	Donation	£200.00	£200.00	£250.00	£250.00	£250.00		
LH School Donation	Donation	£300.00	£300.00	£0.00	£600.00	£200.00		
Misc donations	Donation		£211.50	£100.00	£100.00	£100.00		
Parish magazine	Donation		£86.00	£130.00	£100.00	£100.00		
Royal British Legion - Wreath	Donation	£25.00	£25.00	£25.00	£25.00	£25.00		
SSE	Donation				£100.00	£100.00		
The Young Ones	Donation			£100.00	£100.00	£100.00		
Chairman's expenses	Expenses	£100.00	£100.00	£100.00	£100.00	£100.00		
Copying	Expenses	£80.00	£120.00	£85.70	£40.00	£50.00		
Election expenses	Expenses	£788.00		£250.00	£250.00	£0.00		
Mileage	Expenses	£200.00	£200.00	£200.00	£60.00	£100.00		
Office materials	Expenses	£100.00	£120.00	£120.00	£120.00	£120.00	VAT	£21.00
Postage	Expenses	£25.00	£25.00	£25.00	£30.00	£35.00		
Telephone	Expenses	£216.00	£216.00	£216.00	£216.00	£216.00		
Insurance	Insurance	£350.11	£566.94	£982.49	£926.00	£1,200.00		
Grass cut Bury Green	Maintenance					£0.00		
Grass & hedge cutting - Playgrounds	Maintenance	£1,145.62	£690.31	£1,888.00	£2,398.00	£2,800.00	VAT	£490.00
Graveyard upkeep - PCC	Maintenance	£250.00	£250.00	£250.00	£250.00	£250.00		
Playground inspection	Maintenance		£105.75	£112.78	£112.78	£120.00	VAT	£21.00
Maintenance materials	Maintenance	£35.00	£35.00	£10.00	£250.00	£250.00		
War memorial flowers	Maintenance	£2.00	£2.00	£2.00	£2.00	£2.00		
Stationary inc Newsletter paper	Materials	£44.00						
Gifts	Misc	£8.00	£20.00	£20.00	£20.00	£20.00		
Refreshments	Misc	£15.00	£20.00	£168.00	£150.00	£200.00		
Parish plan	Parish Plan	£2,624.65	£1,621.94	£0.00	£0.00	£0.00		
Clean PO - Mrs Booth	Pay	£120.00	£120.00	£120.00	£120.00	£120.00		
Clerk Salary + Secretarial assist	Pay	£3,883.80	£3,861.84	£4,208.28	£4,440.30	£4,802.25		3% increase next year + 5% bonus
Handyman	Pay	£473.76	£487.50	£502.19	£502.20	£532.84		
Litter picker	Pay	£1,048.32	£1,075.32	£1,123.80	£1,123.80	£1,200.00		
Playground developments	Playground		£14,545.00	£729.21	£4,824.00			
Allotment rent - EHDC	Rent	£20.00	£20.00	£20.00	£20.00	£20.00		
Rent BG&WG - Gascoyne Cecil Est	Rent	£3.13	£3.13	£3.13	£3.13	£3.13		
Village Hall Rent	Rent	£100.00	£160.00	£180.00	£200.00	£200.00		
Bus shelter	Repairs	£70.00	£86.06	£100.00	£30.00			
Westland Green seat & board	Repairs		£0.00		£160.46	£0.00		
Playing field repair	Repairs	£450.03		£363.13	£729.21	£250.00		
Village pump repair	Repairs	£263.97			£0.00	£0.00		
War memorial wall	Repairs		£0.00	£0.00	£0.00			
CDA for Herts	Subs	£25.00	£30.00	£30.00	£30.00	£35.00		
CPRE	Subs	£25.00	£25.00	£30.00	£30.00	£35.00		
HALC/HAPTC	Subs	£437.47	£472.00	£488.26	£499.41	£530.00		
HALH	Subs	£14.00	£14.00	£14.00	£0.00	£0.00		
Herts Building Preservation Trust	Subs		£30.00	£35.00	£0.00	£0.00		
SLCC Subscription	Subs	£84.00	£90.00	£91.00	£99.00	£110.00		
Stop Stanstead Expansion	Subs		£10.00	£100.00	£10.00	£10.00		
SLCC conference	Training				£0.00	£0.00		
Training	Training	£0.00	£0.00	£25.00	£25.00	£50.00		
<b>Totals</b>		<b>£13,679.86</b>	<b>£26,457.29</b>	<b>£14,544.85</b>	<b>£20,536.11</b>	<b>£15,728.04</b>	VAT	<b>£615.97</b>

Spending of Biffaward not included

## Estimation of monies to be carried forward at year end

### Monies in accounts on 4/10/08

Barclays Bank C/Acc	£8,318.98
High Rate BP Acc	£5.18
BP Acc	£169.63
Petty Cash	£25.96
<b>Total</b>	<b>£8,519.75</b>

### Income expected

VAT refund	£1,210.88
WG Rent - Home Farm	£300.00
<b>Total credit</b>	<b>£10,030.63</b>

### Committed payments

	Unit	Times paid	Total
Clerk's salary	£370.03	6	£2,220.18
Clerk's back pay	£47.64	1	£47.64
Telephone	£18.00	6	£108.00
Mileage			£100.00
Training			£50.00
Grass & bins	£43.11	6	£258.66
PO cleaner	£30.00	2	£60.00
Litter picker	£97.53	6	£585.18
Copying			£40.00
Office supplies			£30.00
Post			£10.00
Chairman's expenses	£10.00	5	£50.00
BG & WG rent			£3.13
British Legion			£25.00
Parish Newsletter			£100.00
Graveyards			£250.00
Election expenses			£250.00
SSE subscription			£10.00
SLCC Subscription			£100.00
CDA subscription			£30.00
Playground inspection			£112.78
Village hall rent	£31.25	7	£218.75
Grass and hedge cutting			£688.00
<b>Total committed payments</b>			<b>£5,347.32</b>

Hedges + 2 cuts Oct + cut Nov + cut Mar

### Payments at the discretion of the Council

Notice board & village hall sign	£0.00
Playground repairs	£729.21
War memorial repair	£0.00
Bus shelter repairs	£30.00
Westland Green seat and notice board	£160.46
Donation to LH School	£0.00
Donation to Flood Forum	£0.00
Donation to SSE	£100.00
Donation to The Young Ones	£100.00
<b>Total discretionary payments</b>	<b>£1,119.67</b>

Estimated carried forward **£3,563.64** About £1,500 needs to be carried forward