



Little Braxted Parish Council

You are hereby summoned to attend the Meeting of Little Braxted Parish Council to be held in The Braxted Bakery, Witham Lane, Little Braxted on Tuesday 18th September 2018 at 7.00 p.m.

Gordon Mussett
Parish Clerk
4th September 2018

AGENDA

- 1. Apologies for absence**
To receive apologies for absence
- 2. Declarations of Interest**
For Members to declare any interests in matters on the agenda
- 3. To Consider any requests from Members for Dispensations**
To consider any requests from Members with pecuniary interests for dispensations to enable them to participate on the item in which they have a pecuniary interest
- 4. To Agree and Approve the Minutes of the Meeting held 17th July 2018**
To agree and approve the minutes of the meeting held on 17th July 2018 as a true record
- 5. To Invite Members of the Public to speak on Matters Regarding and Affecting the Parish**
- 6. To Receive a Report on the Outcome of the a Survey on the Possibility of Extending Hi-Speed Broadband throughout the Parish**
To receive a report on the outcome of the survey on the possibility of extending Hi-Speed Broadband throughout the Parish
- 7. To Agree the Siting of the WW1 Soldier Figure – attached**
To agree the siting of the WW1 soldier figure
- 8. To receive a financial statement as of 31st July 2018 - attached**
To receive a financial statement as of 31st July 2018

9. To Approve the following payments:-

To approve the following payments:-

Document Reference	Payable To	In Respect of	£
525	Maldon District Council	General Data Protection Regulations Support	£120
526	H Bendall	Litterpicking August	£46.80
527	G N Mussett	Clerk's Salary August	£122.80

10. Clerks Report – for Information

- a) *Highway Issues – weight/width restrictions, bridge repairs, signage*
- b) *Social Housing Scheme*
- c) *Noticeboard Damage*

11. Closure

Item 7

To Agree the Siting of the WW1 Soldier Figure

Maldon District Council have kindly provided a wooden (plywood) 2metre tall figure of a WW1 soldier. The figure has no stand, nor provision to bury the lower section in the ground.



The Council is asked to agree its siting in the run-up to Remembrance Day, and thereafter.

ITEM 9

To receive a financial statement as of 31st July 2018

Income

Date	Document reference	From	In Respect of	General Administration £	War Memorial £	Other £	VAT £	Total £
26/04/2018		Maldon District Council	Precept	£ 3,274.00				£ 3,274.00
09/05/2018		HM Revenue & Customs	VAT Refund				£ 112.76	£ 112.76
Total for Year				£ 3,274.00	£ -	£ -	£ 112.76	£ 3,386.76

Expenditure

Date	Document Reference	Invoice Reference	Payable To	In Respect of	Clerk's Salary £	Elections £	Subscriptions £	Audit Fees £	Insurance £	War Memorial £	Information Commissioner £	Transparency Fund £	Housing Needs Survey	Litter Picking £	Other £	Total Net of VAT £	VAT £	Total £
17/04/2018	511	9414	EALC	Annual Subscription			£ 62.71									£ 62.71		£ 62.71
17/04/2018	512		H Bendall	Litterpicking										£ 46.80		£ 46.80		£ 46.80
17/04/2018	513		G N Mussett	Clerk's Salary	£ 122.80											£ 122.80		£ 122.80
22/05/2018	514		H Bendall	Litterpicking										£ 56.50		£ 56.50		£ 56.50
22/05/2018	515		G N Mussett	Clerk's Salary	£ 122.80											£ 122.80		£ 122.80
22/05/2018	516		BHIB	Insurance Premium					£ 303.38							£ 303.38		£ 303.38
19/06/2018	517		County Broadband	Hi-speed Internet Survey											£ 208.33	£ 208.33	£ 41.67	£ 250.00
19/06/2018	518		Essex County Council	Bridge Repair Survey											£ 250.00	£ 250.00	£ 50.00	£ 300.00
17/07/2018	519		H Bendall	Litterpicking										£ 46.80		£ 46.80		£ 46.80
17/07/2018	520		G N Mussett	Clerk's Salary	£ 122.80											£ 122.80		£ 122.80
17/07/2018	521		HMRC	Tax/NI	£ 91.80										£ 12.40	£ 104.20		£ 104.20
17/07/2018	522		SALC	Internal Audit Fee				£ 98.00								£ 98.00	£ 19.60	£ 117.60
17/07/2018	523		H Bendall	Litterpicking										£ 56.50		£ 56.50		£ 56.50
17/07/2018	524		G N Mussett	Clerk's Salary	£ 122.80											£ 122.80		£ 122.80
Total for Year					£ 583.00	£ -	£ 62.71	£ 98.00	£ 303.38	£ -	£ -	£ -	£ -	£ 219.00	£ 458.33	£ 1,724.42	£ 111.27	£ 1,835.69

Budget Analysis

BUDGET ANALYSIS									
2018/19		Budget		Figures are net of VAT					
Item	£	Income £	Expenditure £	Income	%age Budget Sp	Notes			
Clerk's Salary	£ 1,841.00		£ 583.00		31.7%				
Subscriptions	£ 65.00		£ 62.71		96.5%				
Audit Fees	£ 140.00		£ 98.00		70.0%				
Insurance	£ 400.00		£ 303.38		75.8%				
War Memorial	£ 375.00	£ 350.00							
Information Commissioner	£ 35.00								
Grass Cutting	£ 400.00								
Hall Hire	£ 300.00								
Transparency Fund	£ 90.00					Restricted funds			
Other	£ 200.00		£ 458.33		229.2%				
Election Fees	£ 15.00								
Remembrance Day Parade	£ 260.00								
Parish Plan						Restricted funds			
Village Fete						Restricted funds			
Litterpicking	£800	£ 800.00	£ 219.00		27.4%	Restricted funds			
Housing Needs Survey									
Defibrillator						Restricted funds	Money in reserves to offset this spend		
Precept		£ 3,274.00		£ 3,274.00	100.0%				
Neighbourhood Watch Meetings						Restricted funds			
Data Protection Officer	£ 100.00								
VAT Refund		£ 80.00		£ 112.76	141.0%				
Totals net of VAT	£ 5,021.00	£ 4,504.00	£ 1,724.42	£ 3,386.76					
VAT		£ -	£ 111.27						

Bank Reconciliation



MG 000704 F1V889A 8999306B400107 36300 9410071034

MR GORDON MUSSETT
25 EBENEZER CLOSE
WITHAM
CMB 2HX

LITTLE BRAXTED PARISH COUNCIL

Sort Code 20-97-40
Account No 20189405
SWIFT BIC BUKBGB22
IBAN GB33 2097 4020 1894 05
Issued on 01 August 2018

Your Community Account

Date	Description	Money out £	Money in £	Balance £
30 Jun	Start Balance			7,817.37
9 Jul	Cheque Issued Ref: 100517	250.00		7,567.37
23 Jul	Cheque Issued Ref: 100514	56.50		7,510.87
25 Jul	Cheque Issued Ref: 100520	122.80		7,388.07
	Cheque Issued Ref: 100524	122.80		7,265.27
27 Jul	Cheque Issued Ref: 100521	104.20		7,161.07
31 Jul	Balance carried forward			7,161.07
	Total Payments/Receipts	656.30	0.00	

Anything wrong? If you notice any incorrect or unusual transactions, see the next page for how to get in touch with us.

At a glance

30 Jun - 31 Jul 2018

Start balance	£7,817.37
Money out	£656.30
Commission charges	£0.00
Money in	£0.00
Gross interest earned	£0.00
End balance	£7,161.07

As at 31/03/18	
Petty Cash	£ 0.58
Barclays Bank	£ 5,878.40
Total	£ 5,878.98
Less Uncashed Cheques	-£ 489.30
Total	£ 5,389.68
Add Income for year	£ 3,386.76
Less Expenditure for year	-£ 1,835.69
Total	£ 6,940.75
As at 31/07/18	
Represented by	
Petty Cash	£ 0.58
Barclays Bank	£ 7,161.07
Total	£ 7,161.65
Less Uncashed Cheques	-£ 220.90
Total	£ 6,940.75

Barclays Bank UK PLC. Authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority (Financial Services Register No. 759676). Registered in England. Registered No. 9740222. Registered Office: 1 Churchill Place, London E14 5HP.