

MINUTES OF THE MEETING OF HINGHAM TOWN COUNCIL HELD IN THE LINCOLN HALL ON TUESDAY 02 MAY 2023. THE MEETING COMMENCED AT 7.30pm.

Present

Cllr Eldridge, Chair

Cllr Overton, Cllr Roberts, Cllr Thompson

There were 7 members of the public present including County Councillor Dewsbury.

1. Apologies for absence

Apologies for absence were received from Cllr Amey, Cllr Christien, Cllr Dunnett, Cllr Foord and Cllr Sta Ana

2. Public participation session, (members of the public may make a statement or ask a question of not more than three minutes duration)

A member of the public queried what sites had been put forward for car parking via the Neighbourhood Plan call for sites, as they were concerned that a car park would be built on land off Hardingham Road.

It was explained by the Clerk and a Councillor member of the Neighbourhood Plan steering group (Cllr Thompson) that the Neighbourhood Plan had invited sites to be submitted for car parking and community uses, however this did not prevent sites being put forward for other uses, such as housing. It was explained that of the 4 sites put forward, it was Ladies Meadow off Attleborough Road that had been put forward for car parking and community uses, although this submission to the Neighbourhood Plan was made by the Town Council not the land owners. It was explained that the other sites, submitted by land owners/agent had been put forward for housing and the Hardingham Road site was put forward for mixed housing and community use. It was further explained that all sites were going through independent assessment through a government appointed body called AECOM. The Clerk explained that the Neighbourhood Plan steering group were still discussing the site submissions but were not seeking to allocate additional housing numbers in the Neighbourhood Plan as this would exceed numbers as set by the emerging Greater Norwich Local Plan, and that the only site put forward without housing was Ladies Meadow and therefore this was the only site that the steering group were considering could potentially be utilised solely for car parking/community uses, although any such use would most likely require land being brought into the ownership of the Town Council or community. There is no guarantee that land for a car park/community uses will be attained.

The Council explained that the draft Neighbourhood Plan would soon be going out for public consultation, and the steering groups decisions on any land allocations would be within the draft plan.

3. Declarations of interests with regard to items on the agenda and to consider requests for dispensations

Cllr Eldridge declared an interest in agenda item 32 (and associated payment in agenda item 30).

4. To agree a Chairman to preside over any agenda items of this meeting, if both the Chairman and Vice Chair are unable to preside due to (agenda item 1) Apologies for absence and /or (agenda item 3) Declarations of interests

Cllr Thompson agreed to Chair agenda item 32.

5. To agree the accuracy of the Minutes of the Town Council meeting of 04 April 2023

A draft copy of the minutes were circulated to all Cllrs prior to the meeting. The Minutes were agreed as correct and signed by the Chair.

6. Matters arising from the Minutes of the Town Council meeting 04 April 2023 (and other updates contained in a written Clerks report circulated prior to the meeting, See Appendix A)

It was noted that the bus shelter renovation had been completed and noted that this had been done to a high standard. It was agreed to send a letter of thanks to the contractor for the work and completion in time for the Kings Coronation weekend. It was suggested that the son of the original architect for the bus shelter be invited to cut a ribbon to mark the completion of the bus shelter renovations, Cllr Eldridge agreed to try to organise this.

7. Working Party Reports

There were no working party reports.

8. Neighbourhood Plan Steering Group report

A written report was circulated to all Cllrs prior to the meeting, as below:

Work since last update

- Meeting of the steering group took place on 25 April 2023 (**minutes of previous meetings will be on the NP website when available – see minutes for further details of points raised/discussions undertaken, further to the points listed below**)
- The majority of the meeting on 25 April was given over to continuing to draft the policies in the Hingham Neighbourhood Plan.
- The group discussed the sites submitted from the call for sites and the only site that was submitted solely for consideration of the purposes of community uses and car parking was Ladies Meadow, although it was noted that this was submitted by the Town Council and as yet the land owners have not engaged regarding the availability of the land. However, it was agreed to include the land as an allocation within the Neighbourhood Plan.
- Further correspondence was received a resident regarding road safety on the Norwich Road, (following the groups response to their previous correspondence suggesting a detailed improvement scheme). The groups agreed that the new correspondence offered no additional information or discussion points and therefore it was agreed to respond to the resident referring them to the groups previously detailed reply.
- A revised timetable for the plan has been drawn up and it is hoped that the draft plan can go out for public consultation June/July 2023, after the parish elections have taken place. The Draft Plan will be submitted for consideration by the Town Council. This needs to be in a special meeting where this is the only agenda item for discussion– currently the suggested date for this is Tuesday 20th June.
- Neighbourhood Plan accounts have been finalised and the information submitted to Groundworks. Excess grant money for 2022/23 to be returned to Groundworks totals £1,237.61.

Work ahead (over the next month or so)

- Undertake any required consultation on Green Spaces, Non Designated Heritage Assets, Important Views.
- Steering group to continue to work with the consultant to draft the policies for the Hingham Neighbourhood Plan, and the overall plan content.
- Next Steering Group meeting 23 May 2023.

EVENTS: A Draft Neighbourhood Plan consultation event will be held during the consultation period – date to be confirmed (early to mid July).

Cllr Thompson explained that the draft Neighbourhood Plan would be ready for the Town Council's consideration in June, a public consultation would start in July with an exhibition day planned. Any necessary changes would be made to the draft plan following feedback from the consultation prior to the draft plan being sent to South Norfolk Council to be scrutinised, it would then be prepared and sent to the Planning Inspectorate. Further changes may be required by the Planning Inspectorate before the finalised plan can be put to referendum. Cllr Thompson explained the importance of the Neighbourhood Plan for Hingham in terms of greater influence over planning matters and the generation of a higher proportion of CIL payments that the Town Council can use on community infrastructure projects. Cllr Thompson encouraged the public to take part in the consultation and referendum process and vote positively for the adoption of the Neighbourhood Plan.

- 9. Reports from representatives on external bodies/ attendees of external meetings/training**
Cllr Roberts reported that he had attended the Kings Coronation events meeting and confirmed that there were 2 picnic events to be held, one on the sports field and one on the Fairland.

10. General Correspondence (information/circulars etc)

- 10.1 EE Pre-Planning Application Consultation – Removal of existing 15m greenfield column (NRF0110) and proposed 20m greenfield column at College Farm, Southburgh Lane, Hingham, Norwich, Norfolk, NR9 4PP.
The Clerk advised that she had received confirmation that a planning application would be made to South Norfolk Council for this site, and that it was being put forward with the land owners knowledge but not land owner consent.
- 10.2 Notification of RoSPA Skate Park inspection
The Clerk advised that she may need to ask for the RoSPA inspection to be delayed, if the resurfacing of the skate park had not been undertaken.
- 10.3 Community Infrastructure Levy consultation

11. Correspondence (not for public inspection) as addressed directly to Hingham Town Council (from residents etc. and may contain personal information)

- 11.1 Copy of letter from resident to the Hingham Neighbourhood Plan Steering Group regarding Norwich Road.
- 11.2 Resident – thank you for the repairs to the Town Clock
- 11.3 Santa's Grotto Committee – thank you for the Coronation Grant
- 11.4 Hingham Playing Field Association – Thank you for the Coronation Grant

12. To discuss and agree any required responses/actions in relation to any item(s) of correspondence

- REF 10.3 Community Infrastructure Levy consultation
The Clerk to feedback to Norfolk ALC that the Council considers that parishes should not receive any less of a proportion/financial benefit from the Community Infrastructure Levy, especially those who have invested time in undertaking a Neighbourhood Plan.

13. District Councillor's report

District Councillor Bendle was not present.

Cllr Eldridge offered thanks to Cllr Bendle for all of her work and support to the community of Hingham and its organisations during her time as District Councillor.

14. County Councillor's report

County Cllr Dewsbury advised that there was little to report due to Purdah as many of the County Cllrs were also standing as District Cllrs.

The Clerk advised that she had heard that Barclays Bank were going to be offering a limited (non - cash) banking service in Watton and Wymondham libraries following bank closures in both of the towns. Cllr Dewsbury advised that the libraries are trying to diversify in the use of their buildings and to enable services to be offered to the public, such as the Post Office in Hethersett library.

15. Planning Decisions

- 15.1 2023/0732 - Re-Pollard to the existing pollard points at 5 m from ground level
10 Chapel Street Hingham Norfolk NR9 4JH - No objections
- 15.2 2023/0712 - Non material amendment to 2014/2606 - Internal layout and fenestration alterations and external landscaping
Flint Barn White Lodge Farm Hardingham Road Hingham Norfolk NR9 4LY - Approval with no Conditions
- 15.3 2023/0461 - New mast and associated supporting apparatus.
Land East Of Dereham Road Hingham Norfolk - Prior Approval not Required

16. Planning Applications (as notified by SNC for consultation)

None

17. Information regarding other planning applications where the Town Council is not a consultee, (for information only)

None

18. To review the Hingham Town Website Accessibility policy

The Clerk advised that since NorfolkALC web hosting had been updated to make the website accessible compliant, she had undertaken some work to improve the appearance of the website, the Clerk advised that she had tested the website for accessibility issues and no errors were found, however the testing came back with some points that she needed to query with Norfolk ALC. A new Website Accessibility policy was needed, however confirmation is needed from Norfolk ALC as to the technical detail of how accessible the website is and if any parts of the template may not be fully compliant. The Clerk is to liaise with Norfolk ALC regarding this in order to write a new policy.

19. To receive and discuss any responses regarding the raised bank on Norwich Road (between The Hops and Bears Lane) and agree any actions

A reply had been received from Abel Homes, in which they stated that no public access had been granted over the land and they were awaiting advice from Norfolk County Council highways as to how best to deal with these issues, as Abel Homes were not experts in preventing unauthorised access to land adjacent to the highway.

The Town Council expressed dissatisfaction at the response and the lack of response from NCC highways, but agreed to await a response from NCC before deciding if further correspondence was required.

20. To discuss the issues with damaged/defective street lighting and consider the contractors advise and quotations and agree any actions

The Clerk explained that the new LED Victorian Style lamps had been installed on the churchyard path lighting columns, but unfortunately the electricity supply from the church tower was still being tripped. The contractor advised that the most likely cause was water ingress into the columns (as the water ingress into the lanterns was no longer there due to new lanterns being installed). The existing columns are old sealed units which bolt to the ground with no inspection cover so the wires are not accessible with out removing the column. The Contractor recommended replacement of the columns and had supplied a quotation for undertaking this work. The Council agreed to instruct the contractor to replace the churchyard columns.

The Clerk also explained that she had received a report via the Norfolk Street Lighting report system, of a street light being hit and “the light lying in the path”, the clerk had requested an emergency call out from the contractor to ensure the light was safe. The lanterns had fallen from the top of the column and the column was bent and dislodged from the ground having been hit by a vehicle. The Contractor had made the site safe and given a quotation for a new column and lantern to be installed. The Council agreed to instruct the contractor to undertake replacement of the column.

21. To discuss the expiry of the street light contract/proposal to seek quotations for a new contract and agree any actions

The Clerk explained that the current street light maintenance contract expires in August 2023. It was agreed to obtain quotations for a new maintenance contract.

22. To consider any request (s) for permission for activities to commemorate the King's Coronation, and to note/discuss arrangements for activities agreed.

The Santa's Grotto Committee had forwarded risk assessments and insurance details for the picnic and breakfast taking place on the Fairland. The details of the road closure for the breakfast were also included. Details and timings of the events were also confirmed. The Grotto Committee requested to access the electricity supply from the Fairland bus shelter for the singers during the picnic, this was agreed. The Grotto committee had also confirmed arrangements for the half barrel planters. The Methodist Church requested to be able to plant a tree in the Market Place green and have a plaque dedicating the tree to commemorate the Coronation of King Charles III, the Clerk advised that she had suggested a rowan tree to replace the one previously felled. The Council agreed to the planting of a tree of a suitable species.

23. To note the arrangements for the town archives and to appoint an archivist

The Clerk explained that the archive material had now all been collected from the home of the late Dick Stickland and the documents and artefacts were in the care of Cllr Overton and Penny Overton. The Clerk explained that she had discussed with Mr Stickland's family and Penny Overton, a formal written handing over of the archive material to the Town Council, as per the late Mr Stickland's wishes, this is yet to be written.

Penny Overton agreed to be appointed as Town Archivist, and confirmed that the archive material was covered by insurance while it is in her care.

It was suggested that there needs to be a long-term plan for the digitisation of the archive material to ensure it is accessible to the community and for it's long-term storage once sorted and catalogued. It was noted that grant funding may be available for digitising the archives.

The Clerk and the Council thanked Penny and Cllr Overton for their help with the archives as this was a valuable step to ensure its future preservation. It was noted how humbling it was to see Mr Stickland's collection of information and artifacts.

24. To note the date of the next meeting, (the Annual Town Council Meeting) as 16 May 2023 and note any arrangements

Noted. The Clerk advised of the importance of all newly elected Councillors to attend this meeting.

25. To agree to holding an additional Town Council Meeting to discuss the draft Hingham Neighbourhood Plan prior to the draft plan going out for public consultation. Suggested date for the meeting is 20th June 2023 (but may be subject to change)

The Clerk advised that the Draft Neighbourhood Plan required the approval of the Town Council prior to being sent out for public consultation. The Clerk explained that to ensure there was enough time to give the draft plan full consideration, a meeting dedicated to this was required, rather than it being an agenda item on an ordinary monthly meeting. An initial date of 20th June had been discussed by the steering group, but the consultant had advised that the 13th June would be preferable to ensure enough time for required changes to be made and materials produced for the consultation to take place from early July. It was agreed to hold a Town Council meeting for this purpose and that the date would be confirmed in due course.

FINANCE – ITEMS 26 to 30

26. To consider grant application (if received in time), from Hingham Guides

The Clerk confirmed that she had sent a grant application to the Guide leader following receipt of a letter, however a completed application had not been received. The Council agreed to carry this item over and await the completed grant application form.

27. To agree the final accounts for 2022/23

The final accounts had been produced by the Clerk and forwarded to all Cllrs prior to the meeting. The Clerk explained amendments made from the draft accounts. The end balances were noted and it was also noted that the balances had since been reduced due to payment for the Parish Partnership schemes for the village gates and bus shelter renovations. For the details of the year end accounts see Appendix B.

28. To receive the notification from South Norfolk Council of payment of CIL money

It was noted that a CIL payment had been due to be paid on 19 April 2023, £2647.47 was due and had been generated via development at the site of the old Engineering Works, Watton Road, Hingham.

29. To receive the notification from South Norfolk Council of payment of the Parish Precept (If such a notification has been received – Payment due)

The Clerk advised that she had not received a remittance notice regarding the payment of the precept, an email has been sent to South Norfolk Council regarding this matter.

30. To agree and approve the accounts for payment

The Clerk advised that she had been trying to resolve the issues of the dog waste bin emptying invoice, again South Norfolk Council had invoiced for twice weekly emptying instead of once weekly emptying. SNC had confirmed by email that the invoice was incorrect, the Clerk had requested an invoice for the correct amount, as yet this had not been received.

The payments as below were approved and the cheques signed. (Note ref 424 and 425 agreed in agenda items 32 and 33).

REF	PAYEE	DETAILS		AMOUNT		VAT
412	STAFF	WAGES	£1,170.84			
		BINBAGS	£4.98		VAT	£0.83
		CLEANING PRODUCTS	£11.50			
		TOTAL		£1,187.32		
413	STAFF	WAGES		£1,150.36		
DD	NEST	PENSION		£90.24		
414	JS	CLEANING		£112.10		
415	B FOREMAN	WAGES ADMIN		£108.00		
416	COZENS (UK) LIMITED	STREET LIGHT MAINTENANCE	£240.00		VAT	£40.00
416	COZENS (UK) LIMITED	NEW LANTERNS IN CHURCHYARD	£2,502.00		VAT	£417.00
416	COZENS (UK) LIMITED	EMERGENCY WORK LINCON AVENUE	£426.00		VAT	£71.00
			TOTAL FOR COZENS (UK) LIMITED	£3,168.00		
417	EASTERN TREE CARE	TREE WORKS		£770.00		
DD	NORFOLK COPIERS	PRINTER RENTAL		£74.41	VAT	£12.40
418	HINGHAM AND DISTRICT COMMUNITY CAR SCHEME	CONTRIBUTION TOWARD COSTS		£2,982.75		
419	GROUNDWORKS	RETURN NP GRANT UNDERSPEND		£1,237.61		
420	NPOWER	STREET LIGHT ELECTRIC		£741.60	VAT	£123.60
421	WAVENEY BUILD LTD	BUS SHELTER RENOVATIONS		£13,260.00	VAT	£2,210.00
422	TTSR LTD	GRASS CUTTING CONTRACT		£3,572.96	VAT	£595.00
423	HARWARD HOROLOGICAL	CLOCK REPAIRS PAYMENT OF BALANCE		£3,054.00	VAT	£509.00
424	A DOE			£312.00		
425	P ELDRIDGE			£374.00		
			TOTAL FOR ALL PAYMENTS (TO DATE)	£32,195.35		
			TOTAL VAT	£3,978.83		

31. 'Exclusion of the Press and Public under the Public Bodies (Admission to Meetings) Act 1960 to discuss the following matters:'

The following agenda items require discussion of personal information and are therefore considered confidential.

The Council agreed to exclude the public, who were then asked to leave.

32. To Consider and agree the Chairman's Allowance

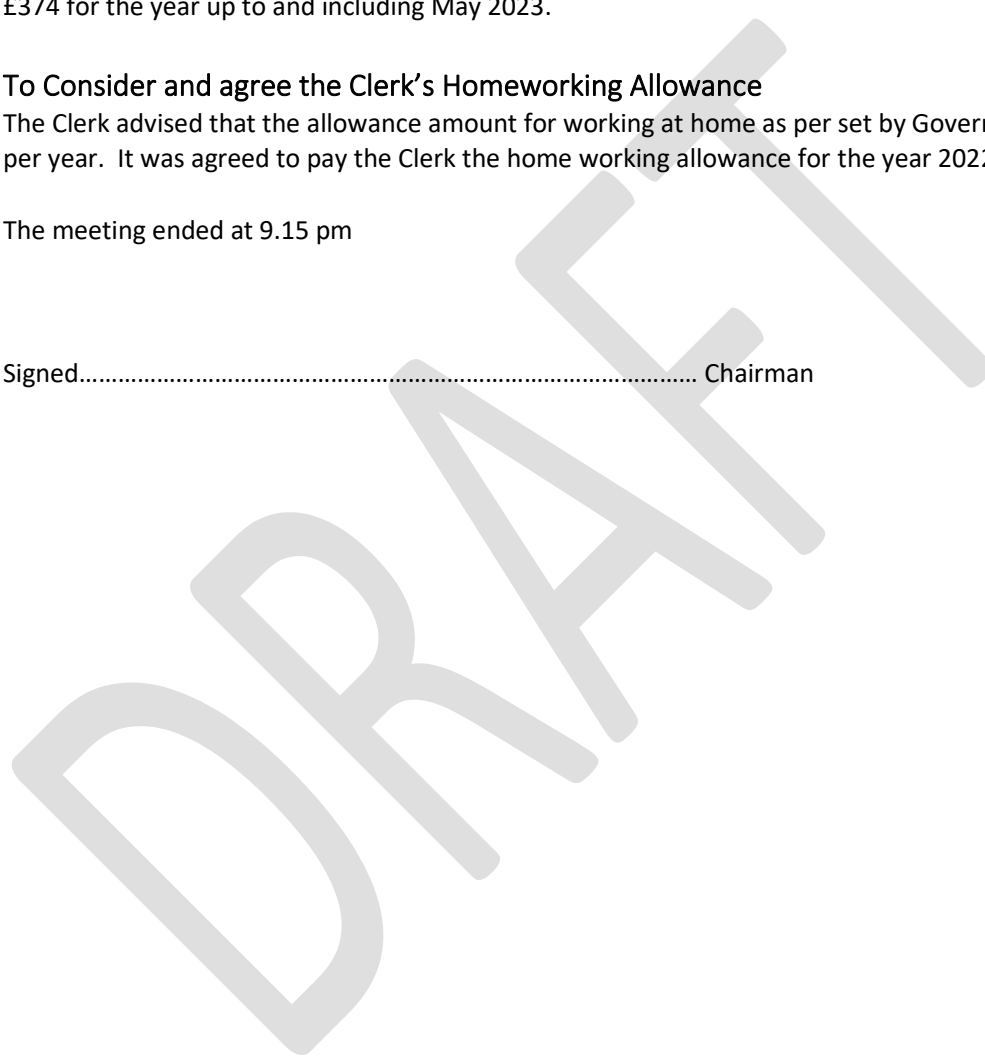
Cllr Thompson Chaired this agenda item, Cllr Eldridge left the room. The Clerk advised that the Chair's Allowance amount had been notified by South Norfolk Council several years ago and they had not advised of a change of amount since. The Council agreed to pay the Chairman Allowance of £374 for the year up to and including May 2023.

33. To Consider and agree the Clerk's Homeworking Allowance

The Clerk advised that the allowance amount for working at home as per set by Government, £312 per year. It was agreed to pay the Clerk the home working allowance for the year 2022/23.

The meeting ended at 9.15 pm

Signed..... Chairman



Clerks report for 02 May 2023 - Appendix A

Matters arising from the minutes of the Town Council Meeting of 04 April 2023

- MIN 20 Payment and form have been sent to Norfolk County Council for the Parish Partnership village gates scheme
- MIN 26 The street lighting contractor has confirmed the figures for replacement lights, which have been added to the asset register as follows:
galvanised column, Bears Lane £550
galvanised column , Hardingham Road £550
LED pole mounted lantern, Dereham Road £385
The post box purchased for the return of the neighbourhood plan survey returns (the post box is fixed to the toilet building) has also been added as this was omitted in error (£27.99). The new total for the asset register is £244,655.45.
- MIN 28 and 29 Subscription fees sent to Norfolk ALC – Hingham Town Council website has been updated by the Clerk to give a better appearance; it has been tested for web accessibility using <https://wave.webaim.org/>
The testing concluded no errors, although there are some formatting issues which need checking with Norfolk ALC. Work to improve the website will continue.

Other Updates/Outstanding Issues

- Commonwealth War Graves Commission have been invited to install signage at the cemetery
- Internal audit scheduled for beginning of May- information ready to submit
- The Clerk has asked Norfolk County Council if a grit bin for The Hops will be supported, no response.
- Paperwork for the new bank account is complete, certified copy of Standing Orders and Financial Regs required.
- A suitable place for a new Town Council notice board to be established.
- Tree works almost complete, work to trees in the churchyard overhanging Church Street still to be undertaken, traffic management required.
- Skatepark resurfacing and repairs start date awaited when the field is drier.
- Town Clock, work is completed, the clock is working
- Laptop to be purchased.
- The resident who has proposed to plant an Oak tree on the Market Place green has agreed to source an alternative species and will be in touch in due course.
- SNC and lifeways are now in correspondence regarding the Moon Court facility, following the November Town Council meeting, the Clerk has contacted both parties who advise conversations are ongoing, but no agreement has been reached. No further update.
- Letter to the Chief Constable and the Police Crime Commissioner regarding parking drafted photographs need to be added prior to sending.
- Quotations seeking letter being for improving/upgrading the footway lighting on Norwich Road and Watton Road sent. The Clerk has spoken with one contractor regarding the project.
- Market Place Bus Shelter renovations, work is now complete. Invoices to be paid and Parish Partnership funding to be claimed back from Norfolk County Council.
- Fairland Oak Tree stumps, advice has been sought regarding hollowing the stumps out, a suggestion has been made that a stump grinder will be required (cost approximately £500-600 per stump).
- Feasibility study for Fairland Cross roads and various parking, road and pedestrian safety issues in the Market Place and Fairland, NCC stated that “hopefully” there will be a draft issued in the new year. No further updates from the team undertaking the work.
- Applications for Assets of Community Value to be finalised, plans and ownership details are required.

- Parish Archives, the collection of the materials is complete.
- Notice boards for the toilets to be purchased.
- Street Lighting, the contractor has been asked to undertake the renumbering of the footway lights which has been started. A condition report is awaited on all of the Council's footway lighting, (priority can then be assessed depending on the condition/safety of the light columns, for obtaining quotations for changing lights to LED). With regards to possible solutions to replacing the Tally Alley light, the contractor suggested the use of illuminated bollards, ownership of the alleyway needs to be established.
- Communications Policy, including social media policy is being worked upon. Cllrs are reminded not to comment on public social media pages making reference to themselves as Councillors, in a way that could give inaccurate information or be misleading or misconstrued as the Council having discussed and agreed something, when this is not the case. Staff/Cllr communication/relationship protocol to be drafted.
- The Clerk has been working on an overall Cemetery Fees Policy containing all points relevant to the fee structure including frequency and method of fees reviews. This is to be finalised and brought back to a future Town Council meeting with a review of the cemetery fees and cemetery terms and conditions.
- Extension of Cemetery Driveway and turning circle, the Clerk has spent some time in the cemetery looking at the area that would be required to extend the driveway. The area is very extensive and the clerk is concerned about the application of such a large area of tarmac , (environmental and cost). There may be other more appropriate solutions, including a shorter tarmac extension followed by "matting" under the grass surface (and possibly a tarmac path for better pedestrian/disability access), and leaving the existing grass as a driveway over the old cemetery area. Advice is needed from a funeral director with regard to vehicles used. The use of the driveway (as in frequency) for funerals is minimal therefore the grass should not become too worn from being driven on, this requires a lot of further thought to ensure the Council have a cost effective but long term solution for the future use of the cemetery .
- 2 steel liners for the Market Place bins to be ordered (liners available at a reasonable price are a slightly different size to the existing ones (by mm's) liners of the same size have not yet been found.
- Commemorative Plaque for the Fairland Bus shelter, to be ordered

Report prepared 01 May 2023 does not include Matters Arising when the item is on the forthcoming meeting's agenda

Crime Figures – latest March 2023

<https://www.police.uk/pu/your-area/norfolk-constabulary/wymondham/?tab=CrimeMap>

on or near:

Chapel Street - Anti Social Behaviour 1

Hardingham Street - Criminal damage and arson 1

Fleeters Hill - Violent and sexual offences 1

Lincoln Avenue - Violent and sexual offences 1, Other Crime 1

Norwich Road - Violent and sexual offences 1

Year End Accounts for 2022/23 - Appendix B

RECEIPTS

ITEM	2021/22	2022/23
PRECEPT	£77,000.00	£77,000.00
BANK INTEREST	£20.94	£551.86
CEMETERY FEES	£4,818.00	£6,530.00
RECREATION GROUND LETTINGS	£100.00	£100.00
CIL	£0.00	£4,180.57
EVENTS	£0.00	£0.00
NCC GRASS CUTTING PAYMENT	£7,931.56	£4,368.43
MISCELLANEOUS	£935.76	£2,728.30
NEIGHBOURHOOD PLAN GRANT	£7,855.00	£14,500.00
TOTAL	£98,661.26	£109,959.16
RECLAIMED VAT	£14,835.86	£4,395.73
GRAND TOTAL	£113,497.12	£114,354.89

PAYMENTS

ITEM	2021/22	2022/23
STAFF COSTS	£27,470.46	£31,553.88
GENERAL ADMIN (EXCLUDING STAFF)	£5,721.01	£6,201.19
S137	£905.00	£83.00
GRANTS/DONATIONS (OTHER THAN S137 & EVENTS)	£0.00	£2,532.00
STREET LIGHTING	£9,901.57	£15,529.13
GRASS CUTTING	£10,290.56	£10,702.24
TREES	£0.00	£385.00
CEMETERY	£50.57	£69.79
TOILETS (NOT STAFF)	£1,105.85	£4,900.38
EVENTS	£78.17	£187.45
NCC PARISH PARTNERSHIP PROJECTS	£0.00	£0.00
MISCELLANEOUS	£4,539.95	£6,727.90
NEIGHBOURHOOD PLAN	£3,131.94	£12,239.15
CIL (other than Parish Partnership)	£0.00	£0.00
NET TOTAL	£63,195.08	£91,111.11
VAT	£4,395.73	£6,838.51
TOTAL INC. VAT	£67,590.81	£97,949.62

BANK RECONCILIATION

ACCOUNT	Balance as per bank statements 31.03.2023
Current account	£28,153.72
Tracker account	£218,864.42
High interest account	£38,898.72
Dormant Business reserve account (last statement available 28/03/12 called CAPITAL FUND)	£186.80
TOTAL	£286,103.66

LESS Amount from Unpresented Cheques (as below)

REFERENCE	AMOUNT	PAYEE	ITEM
104385	£56.17	NORFOLK COPIERS LTD	METERED PRINTING
104388	£25.00	LINCOLN SOCIAL CENTRE	HALL BOOKING
104392	£100.00	LINCOLN SOCIAL CENTRE	HALL HIRE
104393	£466.39	ANGLIAN WATER BUSNIESS	TOILETS
104394	£15.16	ANGLIAN WATER BUSNIESS	CEMETERY
TOTAL UNPRESENTED CHEQUES	£662.72		
ADD any unbanked cash	£0.00		
Net bank balances as at 31.03.2023 reconciled with the cash book	£285,440.94		

THE NET BALANCES RECONCILE TO THE CASH BOOK FOR THE 12 MONTHS - 01 APRIL 2022-31.03.2023

Opening Balance (as per bank reconciliation 31 March 2022)	£269,035.67
Add Receipts 01 April 22-31 MARCH 2023	£114,354.89
Less: Payments 01 April 22 -31 MARCH 2023	£97,949.62
Closing balance per cash book as at 31 MARCH 2023	£285,440.94

OF THE BALANCE THE FOLLOWING IS EARMARKED/DESIGNATED OR RESTRICTED FUNDS (SOME OF WHICH WERE PAID OUT IN APRIL 2023)

CIL (SUGGEST USING SOME CIL FOR SKATE PARK RESURFACING)	£26,094.01
BUS SHELTER PLAQUE	£300.00
CAR PARK DRAIN REPAIRS (FROM CHURCH)	£100.00
TOILET REFURB/COMMUTED	£31,929.03
EVENTS	£2,411.36
CHURCH CLOCK	£3,054.00
PARISH PARTNERSHIP BUS SHELTER	£5,525.00
PARISH PARTERSHIP VILLAGE GATES	£19,444.00
N/P GRANT FUNDING	£7,245.91
COMMUNITY CAR SCHEME 22.23	£2,500.00
TREE WORK	£6,600.00
TOTAL	£105,203.31

IN ADDITION TO THIS THE TOWN COUNCIL HAS A RESERVES POLICY WHICH ALLOCATES ANY REMAINING RESERVES TO A SPECIFIC PURPOSE (FIGURES ADJUSTED ANNUALLY), INCLUDING A RESERVE FIGURE OF 1 QUARTER OF THE PRECEPT - TO ENSURE THE COUNCIL COULD CONTINUE TO OPERATE IN THE SHORT TERM IF THE PRECEPT IS NOT RECEIVED