

## ROOKSDOWN PARISH COUNCIL

**MINUTES OF A MEETING OF ROOKSDOWN PARISH COUNCIL (RPC)  
held in the ROOKSDOWN COMMUNITY CENTRE, ROOKSDOWN  
on 22 October 2018 at 1930**

	In Attendance	Apologies	Absent
Councillor Mahoney (Chairman)	✓		
Councillor Lovett (Vice-chairman)		✓	
Councillor Botten	✓		
Councillor Mason	✓		
Councillor Payne		✓	
Councillor How	✓		
Councillor Harris	✓		

**Clerk:**

Martin Whittaker

**In attendance:**

Simon Bound, Borough Councillor and Manager of Rooksdown Community Association (RCA)  
Michelle Biggs, Chair of Rooksdown Community Association  
...plus one member of the public

**Action**

- 18/216 To receive and accept apologies for absence**  
Apologies were received and accepted from Cllrs Lovett and Payne.
- 18/217 To receive and note any Disclosable Pecuniary Interests and requests for dispensation for items to be discussed**  
None.
- 18/218 To approve the minutes of the Rooksdown Parish Council meeting of 24 September**  
The motion being proposed by Cllr Mahoney, seconded Cllr How, **IT WAS RESOLVED** unanimously to approve the minutes, with the replacement of "Scott" by "Mason" in item 18/200.
- 18/219 To discuss matters arising from the minutes**  
All actions are complete except:
- 18/118 Review office arrangements with RCA – Clerk is still awaiting letter from RCA. Will chase up again. **Clerk**
  - 18/182 and 18/214 Apply to BDBC for bus shelters - ongoing **Lovett**
  - 18/199 Sort Speedwatch data for the past few months and discuss with Road traffic police see Chairman's report **Mahoney**
  - 18/205 update HR docs **Payne/ Clerk**
    - ongoing
  - 18/207 LIF meeting with Sue Washington and Gordon Wade – postponed due to illness. To be rescheduled. **Clerk**
  - 18/208 Rooksdown Reporter – on agenda

- 18/210 Allotments legal costs – on agenda
- 18/211 Christmas decorations – ongoing

Clerk

**18/220 To note the resignation of Cllr Hendon**

Cllr Hendon had moved to London and therefore was unable to continue as a Parish Councillor.

**18/221 To invite members of the public to address the meeting (up to 15 minutes in total)**

A member of the public, who was considering standing for co-option as a parish councillor, introduced themselves.

**18/222 To receive reports from:**

- Chairman of Rooksdown Parish Council – see Appendix A
  - Cllr Mahoney presented the latest Speedwatch figures, showing that there was a consistent speed problem on Park Prewett Road at the Mill Road junction. He would be presenting these figures to the Rural Policing Team, asking if it is possible for the police to visit and issue speeding tickets if appropriate.
- Clerk to the Parish Council
  - The clerk reminded councillors to use strong passwords on their Office 365 accounts, and to keep their register of interests entries up to date.
- County Councillor
  - Cllr Taylor had sent his apologies. However, he had provided details of the HCC Parish and Town Council Fund. This is designed to fund local facilities that might take some of the pressure off HCC services.
- Borough Councillor
  - Refuse lorries now have cameras to check whether missed bins were actually put out for collection
  - BDBC have withdrawn the mixed plastic collection service as there is evidence this was just being transported a significant distance and then incinerated rather than recycled. Mixed plastic would now be handled in the general waste.
  - Extra green recycling bins were available from BDBC free of charge to those that need them.
  - The Peace Garden in the Memorial Park has now been opened. This includes a bust of Sir Harold Gillies of Park Prewett fame.
  - The Manydown planning application is now not expected till January at the earliest.
- Rooksdown Community Association
  - There had been no RCA meeting this month so no formal report was provided by Cllr Lovett.
- PCSO – PCSO Ryan Long is due to attend the November meeting
- CPSO – See 18/223 below.

**18/223 To discuss arrangements for reducing litter around the skatepark with Martin Lee, Community Safety Patrolling Officer, BDBC**

Martin Lee was unavailable for this meeting but would be invited to the next.

**18/224 To approve payments**

The motion being proposed by Cllr Mason, seconded Cllr Botten, **IT WAS RESOLVED** unanimously to approve the payments listed below. Cllr Mahoney was asked to authorise the payments.

Mahoney

Date	Description	Payee	Amount
27/09/2018	Phone	giffgaff	5.00
23/10/2018	External Audit fee	PKF Littlejohn	360.00
24/09/2018	Folders	JMS Enterprises Ltd Zhuhai Hening E-	6.49
21/09/2018	Printer ink	Commerce Co Ltd	21.98
23/10/2018	Hall hire - 892	RCA	30.00
23/10/2018	Hall hire - 898	RCA	24.00
23/10/2018	Hall hire - 900	RCA	18.00
23/10/2018	Office facilities 902	RCA	15.00
23/10/2018	Handyman - 903	RCA	250.00
03/10/2018	Charles Arnold Baker - book	SLCC	108.79
23/10/2018	Pay	M Whittaker	599.98
23/10/2018	Office 365	Microsoft	492.48

**18/225 To approve bank reconciliations**

The reconciliations, verified and signed by Cllr How, were duly noted.

**18/226 To note the outcome of the External Audit**

The outcome was duly noted.

**18/227 To discuss the implications of the changes to the Rooksdown Lane junction being discussed as part of the Manydown development.**

The Clerk had spoken to Andrew Reynolds, Manydown Project Director, who explained that this was one of a number of items he was discussing with Hampshire Highways prior to going to public consultation. As the layout of the junction was not yet decided, it was agreed that detailed discussion would be premature.

**18/228 Planning applications**

**1. Applications not on the agenda**

Tree work consultation (Conservation Area) [T/00367/18/TCA](#) - Old Barn Mews Basingstoke Hampshire.

The application was to reduce the length of tree limbs overhanging a garden. The motion being proposed by Cllr Mahoney, seconded Cllr Harris, **IT WAS RESOLVED** unanimously not to comment.

**18/229 To note the half-year budget report – Clerk**

The Clerk presented the half-year budget report (Appendix B). Key points were:

- Allotments were underspent as they had not been handed over yet
- Clerk's expenses and general admin had been budgeted under the wrong headings, but the differences balanced
- Handyman was underspent as he had started some months later than expected
- Legal expenses for the Main Hall handover had not been originally been budgeted but could now appear in this financial year
- In-house training for all councillors had not originally been budgeted
- No s.106 was now expected for allotment maintenance.

In addition, there were variations in VAT payments and repayments due mainly to timing issues.

**18/230 To discuss the content, publication and distribution of the Rooksdown Reporter – Chairman**

Cllr Mahoney presented the draft copy for discussion. The amended version will be passed on the RCA for production. Members agreed to help with the distribution.

**18/231 To receive an update on the Main Hall – Cllr Lovett**

The draft minutes of the Working Group meeting had been distributed to members. In the absence of Cllr Lovett, the Clerk reported that he had produced a spreadsheet for the 5-year P&L/cashflow for the various management scenarios. The figures were currently being revised by Simon Bound in his role as RCA Manager. The completed forecasts would be brought to the next WG meeting on 29 October.

**18/232 To receive an update on the Retail Units – Cllr Lovett**

In the absence of Cllr Lovett, Cllr Bound reported that the units will be made watertight within the next few days.

**18/233 To receive an Allotment update – Clerk**

The Clerk reported that BDBC has agreed to pay the legal fees and act as RPC's solicitor for the transfer. Persimmon's solicitors had also been in contact and it looked as if the handover would happen shortly.

**18/234 To discuss placement of grit bins – Cllr Lovett**

In the absence of Cllr Lovett, the Chairman reported on the current situation:

- The Southern Area of Rooksdown has not yet been adopted. This means that Hampshire Highways will not provide grit bins.
- RPC has provided grit bins in this area for many years
- The Southern Area is due to be adopted by the end of this year but the date is uncertain.

The members then discussed what should be done when this area is adopted and concluded:

- The bins will be left in place this winter. When the roads are adopted, the Clerk will talk to Highways about them providing bins. If and when they do this, the RPC bins will be moved to:
  - The new David Wilson and Barratt developments
  - Sherborne Fields
- ...and extra bins purchased as required

The Clerk was asked to contact the Sherborne Fields management company to get approval for siting bins on their land.

**Clerk**

The motion being proposed by Cllr Mahoney, seconded Cllr Mason, **IT WAS RESOLVED** unanimously to instruct the Clerk to purchase 5 more 60l grit bins at a cost of up to £300.

**Clerk**

The Chairman agreed to send the RCA manager a current list of grit bins and their locations.

**Mahoney**

It was agreed that the handyman would fill the bins.

**18/235 To discuss co-option to fill the vacancy for a councillor**

With the resignation of Cllr Hendon there were now two vacancies. The previous call for potential councillors had resulted in one interested member of the public putting

themselves forward for co-option into the seat vacated by Cllr Bound, and that person was present at the meeting.

For the latest vacancy it was agreed that:

- Unless an election was requested, the Clerk would draft an advert and place on noticeboards and on the website **Clerk**
- The Chairman would draft copy for the Rooksdown Reporter, and place notifications on Facebook **Mahoney**
- A table already having been booked at the RCA Christmas Fair, the Chairman would organise the manning of this. **Mahoney**

**18/236 To discuss how the Parish Council should support the Rooksdown Christmas Fair**  
The motion being proposed by Cllr Mahoney, seconded Cllr Harris, **IT WAS RESOLVED** unanimously that RPC would pay up to £200 for advent calendars to be handed out at the Fair. This funding would be provided by RPC under section 137 of the Local Government Act 1972.

**18/237 Chairman and Clerk's correspondence**  
The Clerk had received an invitation to the Basingstoke Passenger Transport Forum meeting on 15 Nov. Cllr How agreed to attend on behalf of RPC.  
The Chairman had received an email from a resident concerning builder's waste on land at Gander drive. He would reply suggesting how the resident should proceed. **Mahoney**

**18/238 Chairman to close meeting**  
The Chairman closed the meeting at 2130.

## Appendix A - Chairman's Report – October 2018

### My actions from last Parish Council meeting

- **Chairman took an action to sort the speedwatch data for the past few months and discuss with Road traffic police.**



The SpeedWatch camera has been up July, August & September at 2 different locations across the development, capturing speed data which will inform the above meeting. Results attached for discussion in the Parish Council meeting. Meeting to then be set up with Road Traffic Police.

- **The Chairman agreed to co-ordinate the input and asked for all copy to be sent to him by 15 October.**

The Parish Council input in to the Rooksdown Reporter is attached.

- **The Chairman to contact Gordon Wade B&DBC Grounds Maintenance Manager to obtain permission to erect a Christmas Tree for the festive period 2018.**

I've spoken to Gordon Wade at B&DBC and he supports in principle our request to install a Christmas Tree in the bushes area of the Car Park at the Community Centre. He did say that he would like to pop down and do a site visit to check the electric side of how we intend to light the tree. Awaiting a site visit, coinciding with a meeting re LIF applications in Rooksdown.

### 20mph zone extension

A meeting will be convened soon with the Traffic Management Engineer at HCC – to discuss the options for the walled entrance to Rooksdown from A339 and will report to a future Parish Council meeting. The SpeedWatch data already referenced with feed in to this meeting.

### Attended the following meetings:

- **Park Prewett Core Area – Adoption of Southern Area – TW, Homes England, HCC**  
**5<sup>th</sup> October**
- **RPC Management Meeting (Chair, Vice Chair & Clerk)**  
**15<sup>th</sup> October**
  - Review of agenda items for the Parish Council meeting
  - Priorities for the next few weeks / month / quarter
  - AOB
  - The Main Hall

Meeting to be rescheduled: **Rooksdown LIF / Maintenance meeting** with *Sue Washington, Senior Grant Officer, B&DBC, Gordon Wade, Grounds Maintenance Manager, B&DBC* to discuss our recent LIF applications. This will also incorporate the review of appropriateness of the Christmas Tree from a safety perspective (already referenced above).

### Maintenance of bins / benches

A number of the bins & benches around Rooksdown are looking rather dirty and uncared for, highlighted originally by Cllr Botten earlier in the year. I have chased the Street Cleansing programme of works on this -

1. All Recycled plastic seating to be cleaned within two weeks
2. To raise an order for sanding and vanishing of all wooden seating.
3. Ensure all are fixed securely to the ground.

*Paul Mahoney – October 2018*

**Park Prewett Road (Costs)**

2018	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN
	1-Sep	2-Sep	3-Sep	4-Sep	5-Sep	6-Sep	7-Sep	8-Sep	9-Sep	10-Sep	11-Sep	12-Sep	13-Sep	14-Sep	15-Sep	16-Sep	17-Sep	18-Sep	19-Sep	20-Sep	21-Sep	22-Sep	23-Sep	24-Sep	25-Sep	26-Sep	27-Sep	28-Sep	29-Sep	30-Sep
Total vehicles	535	464	617	644	673	660	650	565	491	636	695	640	661	668	541	486	639	646	664	623	672	529	436	618	660	661	660	655	559	335
>21 mph	61	52	88	106	114	111	103	66	44	108	130	108	119	133	68	71	114	112	118	100	125	68	66	127	122	117	117	118	78	38
%	11%	11%	14%	16%	17%	17%	16%	12%	9%	17%	19%	17%	18%	20%	13%	15%	18%	17%	18%	16%	19%	13%	15%	21%	18%	18%	18%	14%	11%	
24mph +	16	19	20	31	31	32	25	17	14	29	48	23	36	39	19	22	19	43	38	31	28	19	17	32	44	27	35	22	11	
%	3%	4%	3%	5%	5%	5%	4%	3%	3%	5%	7%	4%	5%	6%	4%	5%	3%	7%	6%	5%	4%	4%	4%	5%	7%	4%	5%	4%	3%	
Worst recorded speed	31	28	33	36	31	31	28	37	33	31	30	27	35	30	30	34	31	35	28	31	30	34	38	37	32	30	31	30	32	35

17963  
2902  
16%  
819  
5%

VOLUME OF VEHICLES 24 MPH & OVER	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN	MON	TUE	WED	THU	FRI	SAT	SUN
	1-Sep	2-Sep	3-Sep	4-Sep	5-Sep	6-Sep	7-Sep	8-Sep	9-Sep	10-Sep	11-Sep	12-Sep	13-Sep	14-Sep	15-Sep	16-Sep	17-Sep	18-Sep	19-Sep	20-Sep	21-Sep	22-Sep	23-Sep	24-Sep	25-Sep	26-Sep	27-Sep	28-Sep	29-Sep	30-Sep
12:00 AM-1:00 AM	0	1	1	1	0	0	0	0	1	1	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
1:00 AM-2:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0
2:00 AM-3:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3:00 AM-4:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
4:00 AM-5:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	0
5:00 AM-6:00 AM	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0	2	0	0	0	0	0	0
6:00 AM-7:00 AM	0	0	0	1	2	1	0	0	0	1	2	0	0	1	0	0	0	1	1	0	0	0	0	2	1	3	1	3	0	0
7:00 AM-8:00 AM	3	1	1	1	3	2	3	1	2	7	6	4	6	0	2	0	1	3	3	2	1	1	0	0	4	1	4	2	1	0
8:00 AM-9:00 AM	0	0	2	5	2	1	4	0	0	1	2	1	6	2	1	2	2	2	4	3	2	0	0	0	2	1	2	1	0	1
9:00 AM-10:00 AM	0	1	0	2	0	3	2	1	0	0	4	0	2	1	1	2	2	2	1	0	2	2	0	0	0	2	9	3	0	0
10:00 AM-11:00 AM	2	2	1	0	1	1	1	1	0	2	4	1	1	1	2	1	1	0	0	2	3	1	0	1	1	2	0	1	2	3
11:00 AM-12:00 PM	1	1	2	0	7	2	1	1	0	1	2	1	2	8	1	2	2	1	2	0	3	2	1	3	2	4	3	4	2	2
12:00 PM-1:00 PM	0	2	0	2	0	1	1	3	0	0	1	1	2	3	1	0	1	3	2	0	1	1	2	3	6	1	1	3	0	0
1:00 PM-2:00 PM	1	1	0	5	1	1	1	0	1	2	2	2	2	2	1	2	1	1	4	4	2	0	1	0	4	1	1	1	0	1
2:00 PM-3:00 PM	2	2	1	2	2	1	1	0	2	1	2	0	1	0	0	3	0	2	0	2	2	0	0	4	7	5	4	5	1	1
3:00 PM-4:00 PM	4	1	3	2	2	4	4	6	2	0	4	4	0	5	1	1	1	7	3	1	3	1	1	2	2	1	2	2	4	0
4:00 PM-5:00 PM	1	1	0	2	1	4	1	2	2	2	4	0	4	4	5	3	2	2	2	5	2	0	1	6	4	1	1	2	2	2
5:00 PM-6:00 PM	0	3	1	2	1	1	4	1	1	2	6	2	2	3	1	1	1	3	2	3	1	5	4	5	4	2	1	1	3	1
6:00 PM-7:00 PM	1	0	3	1	2	3	1	0	0	5	2	0	2	1	0	0	1	4	4	2	2	5	2	2	2	1	5	1	4	0
7:00 PM-8:00 PM	0	1	1	3	2	2	0	0	2	0	2	3	4	3	3	1	2	4	3	1	3	0	2	0	2	2	0	3	1	0
8:00 PM-9:00 PM	0	1	2	0	4	2	0	0	0	1	1	1	0	4	0	2	1	4	2	3	0	0	2	0	0	0	1	0	2	0
9:00 PM-10:00 PM	0	1	2	2	1	0	1	0	1	2	2	0	1	0	0	0	1	0	5	2	0	1	1	0	0	0	0	0	0	0
10:00 PM-11:00 PM	1	0	0	0	0	1	0	1	0	0	0	1	1	0	0	1	0	4	0	1	0	0	0	0	0	0	0	0	0	0
11:00 PM-12:00 AM	0	0	0	0	0	2	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	0	0	0	0	0	0
Number of vehicles	16	19	20	31	31	32	25	17	14	29	48	23	36	39	19	22	19	43	38	31	28	19	17	32	44	27	35	22	11	

Average	12:00 AM-1:00 AM
0	12:00 AM-1:00 AM
0	1:00 AM-2:00 AM
0	2:00 AM-3:00 AM
0	3:00 AM-4:00 AM
0	4:00 AM-5:00 AM
0	5:00 AM-6:00 AM
1	6:00 AM-7:00 AM
2	7:00 AM-8:00 AM
2	8:00 AM-9:00 AM
1	9:00 AM-10:00 AM
1	10:00 AM-11:00 AM
2	11:00 AM-12:00 PM
1	12:00 PM-1:00 PM
2	1:00 PM-2:00 PM
2	2:00 PM-3:00 PM
2	3:00 PM-4:00 PM
2	4:00 PM-5:00 PM
2	5:00 PM-6:00 PM
2	6:00 PM-7:00 PM
2	7:00 PM-8:00 PM
1	8:00 PM-9:00 PM
1	9:00 PM-10:00 PM
0	10:00 PM-11:00 PM
0	11:00 PM-12:00 AM
27	

Park Prewett Road / Mill Road

2018	SAT	SUN	MON	TUES	WED	THURS	FRI	SAT	SUN	MON	TUES	WED	THURS	FRI	SAT	SUN	MON	TUES	WED	THURS	FRI	SAT	SUN	MON	TUES	WED	THURS	FRI	
	7-Jul	8-Jul	9-Jul	10-Jul	11-Jul	12-Jul	13-Jul	14-Jul	15-Jul	16-Jul	17-Jul	18-Jul	19-Jul	20-Jul	21-Jul	22-Jul	23-Jul	24-Jul	25-Jul	26-Jul	27-Jul	28-Jul	29-Jul	30-Jul	31-Jul	1-Aug	2-Aug	3-Aug	
Total vehicles	676	620	750	734	759	786	744	685	615	755	739	792	813	796	667	587	735	716	768	681	704	366	154	677	754	726	780	850	19429
>21 mph	442	416	530	513	524	566	456	438	394	523	444	530	509	543	439	368	505	377	521	459	449	193	47	446	491	491	533	563	12790
%	65%	67%	71%	70%	69%	72%	61%	64%	64%	69%	60%	67%	72%	68%	66%	63%	69%	53%	68%	67%	64%	53%	31%	66%	65%	68%	68%	66%	66%
24mph +	227	227	289	297	287	329	202	215	197	282	198	272	331	290	219	170	277	160	292	235	211	73	13	228	285	279	272	325	6682
%	34%	37%	39%	40%	38%	42%	27%	31%	32%	37%	27%	34%	41%	36%	33%	29%	38%	22%	38%	35%	30%	20%	8%	34%	38%	38%	35%	38%	34%
Worst recorded speed	37	35	35	41	38	37	35	37	36	35	37	38	33	37	33	32	39	32	38	32	35	38	27	39	41	35	36	42	

VOLUME OF VEHICLES 24 MPH & OVER	SAT	SUN	MON	TUES	WED	THURS	FRI	SAT	SUN	MON	TUES	WED	THURS	FRI	SAT	SUN	MON	TUES	WED	THURS	FRI	SAT	SUN	MON	TUES	WED	THURS	FRI	Average	
	7-Jul	8-Jul	9-Jul	10-Jul	11-Jul	12-Jul	13-Jul	14-Jul	15-Jul	16-Jul	17-Jul	18-Jul	19-Jul	20-Jul	21-Jul	22-Jul	23-Jul	24-Jul	25-Jul	26-Jul	27-Jul	28-Jul	29-Jul	30-Jul	31-Jul	1-Aug	2-Aug	3-Aug		
12:00 AM-1:00 AM	2	0	1	0	1	1	0	1	2	0	0	0	1	3	1	2	0	1	3	2	2	1	2	0	0	1	0	6	1	12:00 AM-1:00 AM
1:00 AM-2:00 AM	3	1	0	1	0	2	0	0	3	0	0	0	0	1	1	0	0	1	0	0	2	2	0	0	0	0	2	1	1	1:00 AM-2:00 AM
2:00 AM-3:00 AM	0	0	0	2	0	0	1	4	2	0	0	2	0	1	1	0	1	0	1	1	0	0	0	0	0	2	1	3	1	2:00 AM-3:00 AM
3:00 AM-4:00 AM	1	0	1	2	0	0	1	3	1	0	2	0	2	0	0	0	0	1	0	0	0	1	0	0	0	0	0	1	1	3:00 AM-4:00 AM
4:00 AM-5:00 AM	1	4	2	1	0	2	0	3	1	0	0	0	2	0	0	1	0	0	0	2	0	0	0	1	1	1	0	3	1	4:00 AM-5:00 AM
5:00 AM-6:00 AM	3	6	4	1	3	6	2	2	0	7	5	1	2	3	1	0	7	1	3	2	3	1	0	0	3	3	2	5	3	5:00 AM-6:00 AM
6:00 AM-7:00 AM	6	4	9	12	6	6	8	5	5	9	10	9	12	3	8	4	4	5	9	6	10	2	0	7	3	9	8	6	7	6:00 AM-7:00 AM
7:00 AM-8:00 AM	12	4	11	14	13	21	13	6	3	19	15	13	16	19	10	4	17	18	11	9	21	8	0	14	14	13	15	16	12	7:00 AM-8:00 AM
8:00 AM-9:00 AM	12	9	26	30	22	22	13	16	12	24	16	30	24	21	8	4	9	14	16	23	13	7	0	13	12	16	15	8	16	8:00 AM-9:00 AM
9:00 AM-10:00 AM	19	12	9	15	19	13	11	17	5	14	8	14	10	14	11	13	14	9	14	16	7	1	0	9	16	10	14	14	12	9:00 AM-10:00 AM
10:00 AM-11:00 AM	24	18	11	16	8	18	7	10	15	8	9	10	22	13	22	5	18	1	11	18	12	0	0	9	12	15	12	13	12	10:00 AM-11:00 AM
11:00 AM-12:00 PM	18	19	23	9	14	15	8	16	15	17	6	11	14	15	15	18	19	9	15	16	13	9	0	11	12	12	9	8	13	11:00 AM-12:00 PM
12:00 PM-1:00 PM	16	17	18	18	21	19	5	12	9	21	12	11	21	15	23	22	18	4	15	25	16	3	0	10	23	15	11	19	15	12:00 PM-1:00 PM
1:00 PM-2:00 PM	12	15	24	24	14	14	7	14	15	14	5	16	16	24	20	7	20	4	24	12	23	6	0	14	18	17	24	20	15	1:00 PM-2:00 PM
2:00 PM-3:00 PM	14	15	24	19	26	19	3	12	18	20	10	24	24	30	17	15	18	5	24	6	9	6	0	23	20	20	15	28	17	2:00 PM-3:00 PM
3:00 PM-4:00 PM	7	24	28	25	26	21	10	12	16	20	7	19	19	18	10	12	22	10	17	6	19	1	0	24	23	15	20	22	16	3:00 PM-4:00 PM
4:00 PM-5:00 PM	13	16	24	28	20	32	15	10	15	14	11	31	33	25	13	10	25	9	33	14	11	2	0	23	26	33	23	26	19	4:00 PM-5:00 PM
5:00 PM-6:00 PM	14	10	26	36	22	35	18	21	11	22	13	24	37	26	12	9	32	13	25	17	14	4	0	25	25	24	28	32	21	5:00 PM-6:00 PM
6:00 PM-7:00 PM	10	14	12	22	30	23	22	11	8	22	19	16	26	14	9	11	21	14	22	18	15	2	1	16	31	19	18	17	17	6:00 PM-7:00 PM
7:00 PM-8:00 PM	13	15	7	10	13	19	16	9	14	12	19	13	16	18	9	12	14	10	12	14	9	6	2	14	21	20	14	9	13	7:00 PM-8:00 PM
8:00 PM-9:00 PM	5	12	12	3	9	18	11	7	13	18	13	12	16	14	12	5	6	13	9	11	1	3	0	9	12	17	10	15	10	8:00 PM-9:00 PM
9:00 PM-10:00 PM	11	6	9	6	9	14	14	10	7	11	11	7	10	9	8	9	7	9	21	10	4	3	2	2	8	10	13	27	10	9:00 PM-10:00 PM
10:00 PM-11:00 PM	5	4	5	3	11	5	10	8	5	7	6	6	8	2	4	4	0	7	4	6	6	3	4	2	2	6	11	19	6	10:00 PM-11:00 PM
11:00 PM-12:00 AM	6	2	3	0	0	4	7	6	2	3	1	3	0	2	4	3	5	2	3	1	3	2	0	2	3	1	9	6	3	11:00 PM-12:00 AM
Number of vehicles	227	227	289	297	287	329	202	215	197	282	198	272	331	290	219	170	277	160	292	235	211	73	13	228	285	279	272	325	239	



## Appendix B - Budget Report April-September 2018

Rooksdown Parish Council

V1 14/10/18

Budget report from 1-Apr-2018 to 30-Sep-2018 (figures include VAT)

### Payments

	Year to date			Full year			Notes
	Budget	Actual	Variance	Budget	Forecast	Variance	
<b>Other Payment</b>							
Allotments	400	0	400	1000	400	600	Variances of > £400 and > 20% in red Still waiting!
Audit fees	550	240	310	550	600	-50	
Books	100	0	100	200	104	96	
Chairmans allowance	25	0	25	50	50	0	
Clerks exp (misc)	250	8	242	500	20	480	Expenditure appears in General Admin (bel
Councillor expenses	50	0	50	100	100	0	
Events	175	0	175	350	200	150	
General admin	0	359	-359	0	500	-500	Budgeted incorrectly as Clerks exp (misc)
Grants and Donations	1250	0	1250	2500	1500	1000	
Hall hire	300	268	32	600	500	100	
Handyman	5280	1730	3550	10560	4930	5630	Started late
Insurance	550	616	-66	550	616	-66	
IT and support	250	20	230	500	100	400	
Loans	0	0	0	0	0	0	
Miscellaneous Payments	0	0	0	0	0	0	
Misc expenditure	250	484	-234	500	500	0	
Phone	50	30	20	100	60	40	
Printing and publication	800	422	378	1600	1600	0	
Professional fees	0	0	0	0	2000	-2000	Possible legal expenses for Main Hall
Repairs and Maintenance	0	0	0	0	0	0	
Section 137 payments	0	0	0	0	0	0	
Subscriptions	800	1097	-297	910	1097	-187	
Training	0	48	-48	500	1000	-500	In house training not budgeted
Project Costs	0	-1000	1000	0	-1000	1000	Refund of VAT over charged by BDBC
<b>Total Other Payment</b>	<b>11080</b>	<b>4322</b>	<b>6758</b>	<b>21070</b>	<b>14877</b>	<b>6193</b>	
<b>Staff costs</b>							
Salaries and allowance	7500	6595	905	15000	13190	1810	
Pension cotributions	0	0	0	0	0	0	
<b>Total Staff costs</b>	<b>7500</b>	<b>6595</b>	<b>905</b>	<b>15000</b>	<b>13190</b>	<b>1810</b>	
<b>Administration</b>							
Payroll	30	60	-30	60	60	0	
Clerks exp (benefits)	0	112	-112	0	200	-200	Budgeted incorrectly as Clerks exp (misc)
<b>Total Administration</b>	<b>30</b>	<b>172</b>	<b>-142</b>	<b>60</b>	<b>260</b>	<b>-200</b>	
<b>Total Payments</b>	<b>18610</b>	<b>11089</b>	<b>7521</b>	<b>36130</b>	<b>28327</b>	<b>7803</b>	
<b>Receipts</b>							
	<b>Budget</b>	<b>Period Actual</b>	<b>Variance</b>	<b>Budget</b>			
<b>Other Receipts</b>							
VAT Repayments	0	1008	-1008	500	1168	-668	
Miscellaneous Receipts	0	0	0	0	0	0	
Bank interest	25	5	20	50	10	40	
Grants and Donations	1759	3442	-1684	3517	3442	75	
S106 contributions	20000	0	20000	20000	0	20000	No s106 now payable for allotments
Other receipts	0	0	0	0	0	0	
<b>Total Other Receipts</b>	<b>21784</b>	<b>4455</b>	<b>17328</b>	<b>24067</b>	<b>4620</b>	<b>19447</b>	
<b>Precept</b>							
Precept	30008	30008	0	30008	30008	0	
<b>Total Precept</b>	<b>30008</b>	<b>30008</b>	<b>0</b>	<b>30008</b>	<b>30008</b>	<b>0</b>	
<b>Total Receipts</b>	<b>51792</b>	<b>34463</b>	<b>17328</b>	<b>54075</b>	<b>34628</b>	<b>19447</b>	