

# REDBOURN PARISH COUNCIL

Parish Centre, The Park,  
Redbourn, Hertfordshire, AL3 7LR  
Telephone No: 01582 794832 / 07436 549584  
E-mail: [clerk@redbourn-pc.gov.uk](mailto:clerk@redbourn-pc.gov.uk)



13<sup>th</sup> December 2024

Cllrs: D Mitchell (Chair), C O'Donovan (V Chair), I Caldwell, T Finnigan, A Hayes, V Mead, D Bigham, S Vegro, S Withers, T Finnis, W Bloisi and R Bullen

You are summoned to attend a meeting of **REDBOURN PARISH COUNCIL** on **THURSDAY, 19<sup>th</sup> December 2024, 7.30pm**. This meeting will be in the Parish Council Office, Parish Centre.

If you wish to attend, please contact the Clerk on 01582 794832

**CHRIS KENNY**  
**CLERK TO THE COUNCIL**

## AGENDA

ITEM	TOPIC	PURPOSE/OUTCOME	TO LEAD
1	<b>APOLOGIES</b>	To receive and approve apologies for absence	Chair
2	<b>DECLARATION OF INTERESTS</b>	<p>Members are reminded to make any declarations of disclosable pecuniary and/or personal interests that they may have in relation to items on the Agenda. You should declare at this part of the meeting or when it becomes apparent your interest by stating:</p> <p><b>A.</b> the item you have the interest in <b>B.</b> whether it is a disclosable pecuniary interest and the nature of the interest, whereupon you will not participate in the discussion or vote on that matter, unless dispensation has been requested and granted <b>C.</b> whether it is a personal interest and the nature of the interest</p> <p>Members are also reminded of their obligation to report any amendment to their Register of Interests to the Clerk as soon as it becomes apparent.</p> <p><b>Declarations:</b> <b>Cllr D Bigham</b> – Redbourn Village Hall (CM) Community Group (M) <b>Cllr I Caldwell</b> – FoNL (CM), AinR (M) Computer Friendly (M) Ver Valley Society (M) <b>Cllr T Finnigan</b> - Classics (M), Friends of High Street (CM) Redbourn Charities (T) <b>Cllr V Mead</b> – RinB (CM), AinR (M), FoTHS (M) Museum (Trustee) <b>Cllr D Mitchell</b> - Community Group (M) District Cllr, supporter of CPRE <b>Cllr S Vegro</b> – Active in Redbourn (CM) U3A (treasurer) <b>Cllr T Finnis</b> – Museum (CM) <b>Cllr W Bloisi</b> – Friends of St Mary's (T) Community Group (V) <b>Cllr R Bullen</b> – CPRE (M), Ver Valley Society (M)</p>	All
3	<b>PUBLIC PARTICIPATION</b>	To receive questions, comments, or representations from the Public (3 minutes).	
4	<b>MINUTES OF THE PREVIOUS MEETING</b>	To receive the minutes of the Full Council meeting held on <b>21<sup>st</sup> November 2024</b>	Chair
5	<b>ACTIONS FROM PREVIOUS MINUTES</b>	To review actions from the previous minutes	Chair
6	<b>CHAIR'S ANNOUNCEMENTS</b>	To give formal/general announcements	Chair
7	<b>MATTERS TO REPORT</b>	To give notice of urgent items for the meeting to consider for discussion only	Chair

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8	<b>COUNTY REPORT</b>	To receive updates on any County issues that may affect the Parish	County Cllr
9	<b>DISTRICT REPORT</b>	To receive updates on any District issues that may affect the Parish	District Cllr
10	<b>COMMITTEES</b>		
10.1	<b>Commons &amp; Green Spaces</b>	Nothing to receive – next meeting scheduled for 2 <sup>nd</sup> January 2024 <b>Proposal to change the date to 9<sup>th</sup> January 2024</b>	Cllr O'Donovan
10.2	<b>Planning</b>	To receive the minutes of the Planning committee meeting held on <b>19<sup>th</sup> November 2024 and 10<sup>th</sup> December 2024</b>	Cllr Mead
10.3	<b>Management and Communications</b>	Nothing to receive –meeting scheduled for 5 <sup>th</sup> December 2024 was cancelled due to lack of business. Next meeting <b>6<sup>th</sup> February 2025</b>	Cllr Hayes
10.4	<b>Finance and Policy</b>	To receive the minutes of the Finance & Policy committee meeting held on <b>27<sup>th</sup> November 2024</b>	Cllr Mitchell
10.4.1	<b>Budget 2025-26</b>	To approve the draft budget for 2025-26 financial year	
11	<b>WORKING PARTIES</b>		
11.1	<b>Christmas Market Firework Display WaR RAGE Redbourn Climate Action</b>	To receive an update on the activities of the working parties.	Various
12	<b>BUSINESS MATTERS</b>		
12.1	<b>Spatial development/local plan</b>	To receive an update on St Albans Local Plan	Cllr Mitchell
12.2	<b>Police Priority Forum</b>	To receive an update on the recent Police Priority Forum	Cllr Mitchell
13	<b>FINANCE</b>		
13.1	<b>Finance Report</b>	To receive the latest Income & Expenditure report	Clerk
13.2	<b>Invoices for payment</b>	To receive the latest report on payments made	Clerk
13.3	<b>Receipts</b>	To receive the latest report on payments received	Clerk
14	<b>MATTERS TO REPORT</b>	For discussion only	All
15	<b>DATE OF NEXT MEETING</b>	Full Council Thursday, <b>16<sup>th</sup> January 2025</b> , 7.30pm, Conference Room at the Parish Centre	All

**REDBOURN PARISH COUNCIL**

**Minutes of Full Council meeting held on Thursday, 21st November 2024 at 7.30pm, held in the Parish Centre, Conference Room**

**PRESENT:** Cllrs D Mitchell (Chair), D Bigham, T Finnis, T Finnigan, A Hayes, I Caldwell and R Bullen, W Bloisi

**IN ATTENDANCE:** C Kenny (Clerk)  
Residents from Waterend Lane and Harding Close

**350/24 APOLOGIES:**

Cllrs S Vegro, C O'Donovan, S Withers, V Mead  
These were duly noted and accepted

**351/24 DECLARATION OF INTERESTS**

Nothing new to declare

**352/24 PUBLIC PARTICIPATION**

***Item 363.3 brought forward***

**Anti-social behaviour**

**To discuss the issue of anti-social behaviour in Redbourn Village**

A representative from Waterend Lane addressed the Council regarding their concerns of the rise in anti-social behaviour in this area, although they noted that there are now incidents of anti-social behaviour in other areas of the village.

The residents now keep a log of all the incidents and report to the Police however, it is felt that there is no relationship between them and the GLO at HCC since there have been personnel changes. Residents feel that there is not strong management and no accountability or consequence for this repeated behaviour.

RPC will be attending the Police Priority Meeting (quarterly meeting) and will raise these concerns with senior Police and ask what actions are being taken and what can be done moving forward.

RPC will also contact the County Councillor and ask for her involvement/input to try and forge a relationship with the GLO and residents.

**353/24 MINUTES FROM PREVIOUS MEETING**

**To receive the minutes of the Full Council meeting held on 17<sup>th</sup> October 2024**

It was proposed by the Chair and resolved that:

***The minutes of the Full Council meeting held on 17<sup>th</sup> October 2024  
were approved as a true record***

It was proposed by the Chair and resolved that:

***The minutes of the extra-ordinary meeting held on 4<sup>th</sup> November 2024 were  
approved as a true record***

Full Council Meeting 21st November 2024

All minutes are draft until such time as they have been signed by the Chair

**354/24 ACTIONS FROM PREVIOUS MINUTES**

**Item 345.1** - Clerk to ask if Wild About Redbourn sought permission to install hedgehog road signage

**356/24 CHAIR'S ANNOUCEMENTS**

The Chair attended the High Sheriff service. He informed the meeting that a trip to Cambridge has been organised by the Consultant working with the Crown Estate, with the purpose of viewing examples of housing developments.

**357/24 MATTERS TO REPORT**

Community Christmas Tree decorating – Clerk  
Flourishing Lives – Cllr Bullen

**358/24 COUNTY REPORT**

Cllr Mitchell and County Cllr Wren met with the Highway Officer and Ringways Officer and completed a walk of Redbourn, identifying areas where work was needed. Ringway confirmed that the cleaning of the gullies in the High Street will be completed in December. The uneven pavement on Dunstable Road will be looked at and the vegetation will be cut back. The vegetation along the walkway between Cumberland Drive and Crown Street will also be cut back.

**359/24 DISTRICT REPORT**

Work is starting on revitalising the River Ver.

**360 COMMITTEES**

**360.1 Commons and Green Spaces**

The minutes were presented to Councillors.  
It was proposed by the Chair and resolved that:

*The minutes of the Commons & Green Spaces committee meeting held on 7<sup>th</sup> November 2024 be approved*

**360.2 Planning**

The minutes were presented to Councillors.  
It was proposed by the Chair and resolved that:

*The minutes of the Planning committee meeting held on 29<sup>th</sup> October be approved.*

**NOTE:** minutes for 19<sup>th</sup> November were not available – move to the next agenda

**360.3 Management and Communications**

Nothing to receive – next scheduled meeting is 5<sup>th</sup> December 2024

**360.4 Finance and Policy**

Nothing to receive – next scheduled meeting is 27<sup>th</sup> November 2024

### **361/24 WORKING PARTIES**

#### **361.1 To receive an update on the activities of the working parties**

*Christmas Market* – All in place for market on 1<sup>st</sup> December. Still some volunteers spaces available

*Fireworks* – Having banked the money, the display covered it's cost, with some surplus despite the issue with the Sum Up machines.

*WAR* – nothing to report

*RAGE* – Nothing to report

### **362 BUSINESS MATTERS**

#### **362.1 Spatial development/local plan**

**To receive an update on Local Plan**

Nothing to report

#### **362.2 Dacorum Borough Council Reg 19 response**

**To grant delegated powers to Cllr Mitchell to approve the response prepared by Troy Planning on our behalf to the DCB Reg 19 consultation**

Troy Planning have confirmed that they can prepare draft version of the response to DCB Reg 19 consultation by the beginning of December. As the last submission date is 17<sup>th</sup> December, it will be before the next Full Council meeting.

It was proposed by the Chair and resolved that:

***Once draft received, Clerk to send to all Councillors asking for their comments.***

***Cllr Mitchell to have delegated powers to collate and liaise with Troy Planning to amend where necessary and make the submission by 17<sup>th</sup> December.***

#### **363.3 Anti-social behaviour**

**To discuss the issue of anti-social behaviour in Redbourn Village**

***Item moved fwd***

#### **363.4 Virtual meeting consultation**

**To discuss RPC response to the consultation which seeks views on remote attendance and proxy voting in local authority (Parish, Town and Community Councils) meeting**

Cllrs discussed the benefits of being able to hold hybrid meetings and felt that although the preference was to have face 2 face meetings, there may be circumstances where this may not be possible and permission could be given for a Councillor to join the meeting virtually.

Cllrs did not agree with proxy voting as felt this could be open to abuse, along with person not attending would not hear all the debate so the decision may be seen as pre-determined.

**ACTION:** Clerk to complete the survey as per the points noted above

#### **363.5 Hidden Hardship in the District**

**To review correspondence from Citizen's Advice and discuss any actions to be taken**

Correspondence had been received from Citizen's Advice in SADC regarding the hidden hardship in the District.



It was proposed, seconded and resolved that:

***Contents of the report were noted and RPC support the aims of the report, and can provide support where appropriate and possible***

### **363.6 Refurbishment of public toilets**

#### **To consider the proposal made by SADC for the ref of the public toilets in the Village Hall car park**

SADC have committed to refurbishing the public toilets in the Village Hall car park, however they have changed the plans for the scope of the works. Due to the extent of the works required and the need to meet new legislation, a full refurbishment of the entire toilet block is not an option due to the cost. But they do not want to leave the facilities in their current condition.

The Council are considering focusing their efforts (and the budget) on a high-quality refurbishment of the current accessible toilet. This would create a single, unisex facility that would be compliant from an accessibility perspective and provide baby changing facilities.

The current ladies and gents would be retained and could be reutilised for storage but that doesn't rule out a longer-term reinstatement.

It was proposed by the Chair and resolved that:

***RPC, whilst disappointed that the toilet block will not be fully refurbished, accept the current plans to improve the toilets.***

### **363.7 Vehicle Restraint System**

#### **To advise Cllrs of proposed vehicle restraint system to be erected at Harpenden Lane roundabout**

HCC are looking to install a new section of VRS (Vehicle Restraint System) at Harpenden Lane (opposite side of the road to the last upgrade). The hazard here is the potential for a vehicle to leave the road and end up in the river, as unlikely as it is. The Clerk was advised that the VRS will quite possibly obscure the flower bed and Rock, so if there is an opportunity to possibly move it to another location within Redbourn then that would be advantageous.

**ACTION:** Clerk to speak to Redbourn in Bloom regarding reallocating the flower beds.

### **363.8 Memorial**

#### **To agree a memorial for the late Clerk, Diane Whiskin**

In recognition of the service that Diane Whiskin gave to the Parish Council, Cllr O'Donovan proposed that a memorial be installed for her.

Suggestions for the type of memorial are:

- To name a room in the Parish Centre
- To create a memorial garden in Cumberland Garden

It was proposed, and seconded that:

***A memorial garden be created in memory of Diane Whiskin, in Cumberland Garden, to recognise her service to the Council and also her love of gardening.***

### **364/24 FINANCE**

#### **364.1 Finance Report**

##### **To receive the latest Income and Expenditure Report**

Areas highlighted were:

130 – letting income ahead of budget

4124 – Remembrance Day – wreath invoices haven't been raised yet

4280 – Repairs/renewal internal – cost of redecoration of main hall

4283 – Equipment – cost of replacement laminator and shredder (old equipment broken)

It was proposed by the Chair and resolved that:

***The Income and Expenditure report reflecting  
Accounts for October 2024 received***

#### **364.2 Invoices for payment**

##### **To receive the latest report on payments made**

The Clerk presented Cllrs with the list of payments (Current account – Cash Book 1) for October 2024.

It was proposed by the Chair and resolved that:

***The List of Payments (Current account – Cash Book 1) reports  
showing payments for October 2024 be received***

#### **364.3 Receipts**

##### **To receive the latest report on payments received**

The Clerk presented Cllrs with the list of receipts (Current account – Cash Book 1) for October 2024.

It was proposed by the Chair and resolved that:

***The List of Receipts (Current account – Cash Book 1) reports  
showing receipts for October 2024 be received***

### **365/24 MATTERS TO REPORT**

Community decorating of Christmas tree – Clerk informed Cllrs that this was happening on 24<sup>th</sup> November and any help would be appreciated.

Flourishing Lives – Cllr Bullen attended this event and felt that SADC had made a good effort in bringing together various support groups for the elderly. However, he felt there was some duplication of effort which created some confusion for those that have a need as to who they should engage with. Cllr Bullen asked should there be more coordination between the organisations so that there is not overlap.

**ACTION:** Add to next agenda for further discussion

### **366/24 DATE OF NEXT MEETING**

Thursday, 19<sup>th</sup> December 2024, 7.30pm, Conference Room, Parish Centre

The meeting closed at 9.45pm

Chair ..... Dated .....

**REDBOURN PARISH COUNCIL**

**Minutes of Planning Committee held on Tuesday 19th November 2024, 7.30pm In the Conference Room at the Parish Centre.**

**PRESENT:** Cllrs T Finnigan (Vice Chair), D Mitchell & R Bullen

**IN ATTENDANCE:** Vicky Kidd – Deputy Clerk

**1. APOLOGIES FOR ABSENCE**

C O'Donovan, S Withers, V Mead, T Finnis & D Bigham

**2. DECLARATIONS OF INTEREST**

None

**3. MINUTES OF THE PREVIOUS MEETING**

It was proposed by the Chair and resolved that:

*The minutes of the Planning Committee meeting held on 29<sup>th</sup> October 2024 were approved as a true record of the meeting.*

**4. NOTIFICATION OF OTHER BUSINESS**

**4.1 Planning and Tree work Applications received after publication of the agenda**

None

**4.2 Other Urgent Business for consideration at the meeting**

**5. PUBLIC PARTICIPATION**

None

**6. PLANNING APPLICATIONS CALLED IN/ TO BE CALLED IN**

Cllr Mitchell has called in application **5/2021/3631** - Land at Gaddesden Lane - If the Officer is of a mind to grant.

**7. PLANNING POLICY AND CLIMATE COMMITTEE**

The next meeting is on Thursday 28<sup>th</sup> November 2024 at 7pm



**8. PLANNING APPLICATIONS**

**5/2024/1546** - Demolition of existing conservatory and erection single storey rear extension and single storey front porch extension with installation of roof lights and internal alterations at 93 Lybury Lane Redbourn Hertfordshire AL3 7JF

**RPC Comment:** No objection

**5/2024/1796** - Front porch and minor alteration to the fenestration including replacing the approved juliet balcony with a normal window and removal of one window on the first floor side elevation at 93 Hemel Hempstead Road Redbourn Hertfordshire AL3 7NN

**RPC Comment:** No objection

**5/2024/1654** - Single storey side extension at 60 Luton Lane Redbourn Hertfordshire AL3 7PY

**RPC Comment:** No objection

**9. TREE APPLICATIONS**

**TP/2024/0543 TPO 1716** - 7 Limes - Crown lift to 6m approx and remove decay in upper crown / top to sound wood, maximum of 3m in total off. This will not only improve the aesthetics of the avenue of Limes but will extend the longevity of the group 1 Sycamore + 2 Oaks - Crown lift to 6m approx to achieve similar to the Lime's appearance when done at Redbourn Recreation Centre Dunstable Road Redbourn Hertfordshire AL3 7PP

**TP/2024/0579 TPO 1790** - T10 Mature Ash (rear garden) - To reduce the overall crown behind the previous reduction points by a further 0.5-1.0metre to pollard the crown. Remove all major dead wood within the crown and ensure all pruning points are made to sound wood at 21 Silk Mill Road Redbourn Hertfordshire AL3 7GE

**10. PLANNING (DEVELOPMENT MANAGEMENT) COMMITTEE**

The next meeting is on Monday 25th November 2024, the agenda has not yet been published.

Cllr Mitchell updated the committee as to what was discussed at the 'pre application engagement event', held on Monday evening by The Crown Estate, for the Land East of Hemel Hempstead.

**11. REPORTS FROM SADC PLANNING AND BUILDING CONTROL**

None notified.

**12. APPLICATIONS APPROVED**

**5/2024/0789** - Single storey side extension with internal alterations and installation of a dropped kerb for new driveway at 54 Snatchup Redbourn Hertfordshire AL3 7HB

**Decision:** DC3 Approval

**RPC Comment:** No objection to the side extension. As regard to the dropped kerb Redbourn Parish Council have no objection subject to it maintaining HCC Herts Highways policy.

## 12.1 APPLICATIONS REFUSED

**5/2024/1689** - Non-material amendment to change the colour of the tiles from red to grey and the colour of the windows and door from white to grey of planning permission 5/2022/2786 dated 21/02/2023 for Part single, part two storey rear extension with lantern light and juliette balcony following removal of existing rear conservatory and chimney stack, new front porch canopy, new windows in side elevation and alterations to existing openings at 93 Hemel Hempstead Road Redbourn Hertfordshire AL3 7NN  
**Decision:** Non Material Amendment Refuse

**5/2024/1199** - Construction of garden cabin and access ramp, associated landscaping works at Brooklen Chequer Lane Redbourn Hertfordshire AL3 7NH  
**Decision:** DC4 Refusal

## 12.2 CERTIFICATE OF LAWFULNESS

**5/2024/1421** - Certificate of Lawfulness (proposed) - Hip to gable loft extension. Rear dormer. Addition of rooflights at 35 Ver Road Redbourn Hertfordshire AL3 7PE  
**Decision:** Certificate of Lawfulness Approved

**5/2024/1195** - Certificate of Lawfulness (proposed) - Single storey side extensions at Tullochside Hemel Hempstead Road Redbourn Hertfordshire AL3 7AJ  
**Decision:** Certificate of Lawfulness Refuse

## 12.3 DISCHARGE OF CONDITIONS

**5/2024/1586** - Discharge of Condition 3 (sample of materials) of planning permission 5/2022/2432 dated 06/08/2024 for Change of use and conversion of workshop to one bedroom residential dwelling with raising of roof, alterations to elevations, fencing and associated works at Workshop Adjacent 13 Bassett Close Crown Street Redbourn Hertfordshire  
**Decision:** Discharge of Condition - Partial

## 12.4 APPLICATIONS WITHDRAWN

None notified

## 12.5 INVALID APPLICATIONS

None notified.

## 12.6 APPEALS

None notified.

## 12.7 PRIOR APPROVAL APPLICATIONS (FOR INFORMATION ONLY)

None

## 13. CORRESPONDENCE

Councillors reviewed the email correspondence and the following actions were agreed.

- Councillor Finnigan is to draft a response to Wild about Redbourn regarding their concerns. Once Councillor O'Donovan returns from holiday, he can review the response and then either he, or Councillor Mead, can respond to them formally.

- The Clerk is to respond to Terratasks with a 'non response' from RPC as it would not be appropriate for us to do so.

**14. COMMUNITY LED HOUSING**

Nothing to report

**15. MATTERS TO REPORT**

The deputy Clerk is to seek an update from SADC regarding building enforcement at Tullochside.

**16. DATE, TIME, AND PLACE OF NEXT MEETING**

Tuesday, 10<sup>th</sup> December 2024, 7.30pm, The Conference Room, Redbourn Parish Centre.

The meeting closed at 8.28pm

Signed: ..... Date: .....

**REDBOURN PARISH COUNCIL**

**Minutes of the Finance & Policy Committee held on Wednesday 27<sup>th</sup> November 2024 at 7.30pm, in the Parish Centre, Parish Council office.**

**PRESENT:** Cllrs D Mitchell (D), I Caldwell, R Bullen, T Finnis, C O'Donovan, A Hayes

**IN ATTENDANCE:** Chris Kenny (Clerk),

**1. APOLOGIES FOR ABSENCE**

Cllr V Mead

Apologies were noted and accepted

**2. DECLARATIONS OF INTEREST**

Cllr V Mead Redbourn in Bloom (CM), Museum (T) Active in Redbourn (M)

Cllr I Caldwell Active in Redbourn (M) Ver Valley Society (M), Computer Friendly

Cllr D Mitchell District Councillor, Redbourn Community Group (M)

Cllr T Finnis Museum (CM)

Cllr R Bullen CPRE (M), Ver Valley Society (M)

**3. MINUTES OF THE PREVIOUS MEETING**

It was proposed by the Chair and resolved that:

*The minutes of the Finance and Policy Committee meeting held on 11<sup>th</sup> July 2024 are signed as a true record of the meeting.*

**4. MATTERS ARISING FROM THE MINUTES NOT APPEARING ON THE AGENDA**

Nothing to report

**5. MATTERS TO REPORT**

Nothing to report

**6. PUBLIC PARTICIPATION**

None

**7. FINANCIAL POSITION**

**Current financial position against budget to date**

This report was agreed at Full Council last week and so nothing new to present

**7.1 Budget 2025-26**

**To agree the budget for 2025-26 based on draft budget prepared by Clerk in consultation with relevant committees.**

Cllrs agreed that the strategy should be to reduce the initial budget from 15% to less than 10% if possible using the following options:

- Precept costs but if needed use the following in this order:  
Ear Marked Reserves  
General Reserves  
Investments

Comments and amendments

CODE	DESCRIPTION	AMENDMENT DETAILS
4055	Legal Fees	Change to 0 – use EMR 365 if necessary
4080	Insurance	Change description for ill health insurance
4122	Photography competition	Change to 0
4288	Communications tools	Change to £700 – remove cost for Indesign
4286	Website	Reduce to £0 – use EMR if required
4280	Repairs & Renewals internal	Reduce to £1K – use EMR if required
4380	Grants	Reduce to 0 -£28K from GR
4852	Grass maintenance	Reduce to £23,500
4855	Litter picking	Reduce to £10,400

**Comments:**

1330 – Officers to review pricing for advertising, comparing with what other publications charge.

General observation is that the precept has increased due to two big projects – repairing Silk Mill House and also work on protecting the entrances to the overflow car par.

It was proposed by the Chair and resolved that:

***an 8.01% increase to the precept for 2025/26 be recommended to Full Council for adoption. This equates to an extra £9.30 per year on a Council tax band D property based on 2347 Full Council for adoption***

**ACTION:** Movement in EMRs

MOVE FROM EMR	AMOUNT	MOVE TO EMR
336	£2,894	369
349	£3,000	353
352	£456	351

**8.2 Investments**

**To receive a report on the Parish Council’s investments and CCLA Deposit Fund**

Amount of the fund was noted; although the fund is less than the original investment, it was felt that it was still a good fund and the Council are still receiving good interest payments.

Overall, the Council has not lost money by investing in this fund.

**8.3 Reconciliation**

The Clerk presented Cllrs with the reconciliation report for Cash Book 1 (Current Account) and corresponding bank statements for August, September and October 2024.



It was proposed by the Chair and resolved that:

***The reconciliation report and supporting bank statement demonstrating reconciled accounts be received for August, September and October 2024.***

**9. INTERNAL AUDIT REPORT**

**To agree the appointment of internal auditor for 24/25 year end accounts**

A discussion was had on the merits of continuing with the same internal auditor that the Council has used for past few years. The Clerk stated that there is a school of thought to say that you should change the auditor every three years, however Cllrs agreed that the service we receive from using Etaerio does not warrant changing supplier.

It was proposed by the Chair and resolved that:

***RPC instruct Etaerio to carry out the extended program of internal audit for year end 2024/25 at a cost of £1,719***

**10. GRANT**

**10.1 To review the grant application for Redbourn Physio**

Committee granted £1K grant to Redbourn Physio for the installation of a defibrillator on the proviso that it be installed on the outside of the building, ensuring the correct permissions were sort from Planning. However, they have been unable to obtain planning permission. They have sourced another scheme but it will be an internal defibrillator at a cost of £676 however the building is open 8am – 8pm

It was proposed by the Chair and resolved that:

***RPC grant Redbourn Physio £500 towards the cost of installing an internal defibrillator at their premises for the use of the general public***

**10.2 To seek clarification on whether an organisation would be eligible to apply for a grant**

The Trustees of the Museum sought clarification as to whether they would be able to apply to the Council for grants once the new lease was signed. Cllrs confirmed that this would be the case for a fully repairing lease.

**11. MATTERS TO REPORT**

Nothing to report

**12. DATE AND TIME OF NEXT MEETING**

Date of the next meeting – date to be confirmed, 7.30pm at Parish Centre.

The meeting closed at 9.30pm

Chairman.....Date.....



	2022-23	2022-23	2023-24	2023-24	2023-24	2024-25	2024-25	2025-26
	Draft budget	Actual	budget	Actual YTD	draft budget	Actual YTD	draft budget	draft budget
1076	Precept	£247,694	£247,694	£249,145	£272,583	£272,583	£272,583	£272,583
	<b>Total Income</b>	<b>£247,694</b>	<b>£247,694</b>	<b>£249,145</b>	<b>£272,583</b>	<b>£272,583</b>	<b>£272,583</b>	<b>£272,583</b>
<b>120</b>	<b>Income Other</b>							
1201	OCLA Property Fund interest	£2,000	£1,870	£5,000	£2,727	£3,000	£3,000	£3,000
1202	Public Sector Deposit Fund interest					£2,000	£2,000	£2,000
1205	Wayleave Fees	£33	£33	£33	£33	£33	£33	£33
1206	Insurance recharge rec centre	£0	£0	£0	£0	£0	£0	£0
1210	Remembrance Sunday Wreaths	£153	£140	£140	£120	£120	£120	£120
1250	Miscellaneous Income	£0	£0	£0	£0	£0	£0	£0
1260	Memorial Benches	£0	£0	£0	£0	£0	£0	£0
	<b>Total Income</b>	<b>£2,186</b>	<b>£2,043</b>	<b>£5,173</b>	<b>£2,880</b>	<b>£5,153</b>	<b>£5,153</b>	<b>£5,153</b>
<b>130</b>	<b>Income Generated</b>							
1300	PC Letting - Main Hall	£16,000	£9,964	£16,000	£10,465	£17,000	£13,743	£17,500
1301	PC Letting - Conference Hall	£9,000	£8,199	£12,000	£9,319	£13,000	£7,806	£13,500
1320	Fireworks Sponsorship	£0	£0	£0	£250	£0	£0	£0
1321	Fireworks Donations	£0	£0	£0	£0	£0	£0	£0
1322	Fireworks Raffle Tickets	£0	£0	£0	£0	£0	£0	£0
1330	Newsletter Advertising	£1,000	£1,000	£2,000	£896	£2,000	£2,342	£2,000
	<b>Total Income</b>	<b>£26,000</b>	<b>£19,163</b>	<b>£30,000</b>	<b>£20,930</b>	<b>£32,000</b>	<b>£23,891</b>	<b>£33,000</b>

Cost Centre	2022-23		2022-23		2023-24		2023-24		2024-25		2024-25		2025-26		KEY
	Draft budget	Actual YTD	Draft budget	Actual YTD	Draft budget	Actual YTD	Draft budget	Actual YTD	Draft budget	Actual YTD	Draft budget	Actual YTD	Draft budget	Actual YTD	
<b>400 Employment</b>															
4000 Clerk's Salary	£34,458	£19,533	£39,124	£21,174	£42,146	£27,462	£42,756	Full time (LC2 SCP32) Based on 2024/254 NALC scales plus 3%							
4005 Deputy Clerk Salary	£14,570	£8,339	£16,709	£9,113	£18,379	£13,295	£20,624	20 hrs pw (SCP 23- £17.29) based on 2024/25 NALC scales plus 3% includes £2,052 overtime - 10hrs per month average							
4007 Facilities Officer Salary	£6,885	£3,861	£7,618	£4,232	£8,296	£5,381	£8,369	10 hrs pw (SCP 17- £15.58ph) based on 2024/25 NALC scales plus 3%							
4009 Community Officer	£10,327	£5,792	£12,379	£7,274	£12,443	£0									
4010 National Insurance	£4,500	£2,671	£5,646	£2,576	£6,191	£4,008	£8,512	Employers NI rate increases to 15% (includes overtime)							
4015 Pension	£14,904	£8,312	£16,796	£7,712	£17,188	£9,806	£14,741	Employer contribution for Clerk, Deputy Clerk, FO and CO @ 21.15%							
4020 Employee Expenses	£0	£0	£0	£0	£0	£0	£0								
4025 Payroll Administration	£1,200	£746	£1,300	£785	£1,500	£519	£1,500								
<b>OverHead Expenditure</b>	<b>£86,844</b>	<b>£49,254</b>	<b>£99,572</b>	<b>£52,866</b>	<b>£106,143</b>	<b>£60,471</b>	<b>£96,502</b>								



410	Administration	2022-23	2022-23	2023-24	2023-24	2024-25	2024-25	2025-26	
Cost Centre		budget	Actual YTD	budget	Actual YTD	budget	Actual YTD	draft budget	
4050	Audit Fees	£1,600	£990	£1,710	£120	£2,560	£2,559	£2,600	Internal auditor - £1720 external auditor - £840
4051	RBS End of Year	£600		£600	£0	£800	£825	£850	Price increase
4052	GDPR Compliance	£0		£0	£0	£0	£0	£0	EMR349 - £3K
4055	Legal Fees	£500		£500	£761	£600	£2,395	£0	Early retirement on grounds of ill health - or use EMR365
4065	Finance Software Support Fee	£1,300	£1,050	£1,300	£1,213	£1,720	£1,977	£2,000	Licence and support for Accounts package (£999) and booking package (£444), off site back up (£424) VAT (£110)
4070	Staff training	£1,000	£105	£500	£0	£500	£550	£500	GIS mapping for FOJ Social media for officers
4071	Councillor training	£500	£1,873	£500	£68	£500	£30	£500	Code of conduct training
4075	Subscriptions	£3,300	£2,006	£2,500	£2,261	£2,450	£2,784	£2,600	HAPTC (£850), NALC (£360) SLCC (£231), SADALC (£100), ICO (£35), OSS (£45), CPRE (£60) Music licence (£950)
4080	Insurance	£6,000	£8,587	£8,600	£9,056	£9,100	£9,523	£9,700	Includes insurance to cover strain cost in event of early retirement on grounds of ill health - £890
4085	Chairman's Discretionary fund	£500	£234	£500	£132	£500	£267	£500	underspend to general reserves
4090	Travel & Parking	£150	£36	£100	£15	£100	£62	£100	Budgeted for 10 x £682; 10% of SADC allowance. 2 co-options so not eligible
4095	Councillor's Allowances	£6,708	£6,003	£7,203	£5,115	£6,500	£5,830	£6,820	
4110	Election Provision	£0	£0	£500	£484	£0	£0	£0	Use EMR 350 - start building up reserve again
4117	Community events	£500	£131	£0	£4,078	£3,000	£3,037	£3,000	Evening music 'festival' on Saturday night as part of Redbourn Festival - Name of code changed from 'volunteer'
4120	Bank Charges	£0	£42	£100	£33	£100	£44	£60	£5 per month plus charge for items paid into bank
4121	Kitchen Supplies	£100	£29	£100	£25	£100	£129	£150	
4122	Photography Competition	£0	£0	£700	£0	£700	£0	£0	
4123	Community Champion	£100	£0	£100	£25	£100	£28	£100	Flowers, engraving and certificate
4124	Remembrance Wreaths	£20	£140	£140	£140	£140	£180	£20	
4265	Photocopier Hire	£800	£169	£650	£260	£650	£357	£650	£75 per quarter for rental plus number of copies
4270	Telephone & Broadband	£900	£1,070	£1,500	£1,129	£1,500	£1,222	£2,000	increase in rental
4275	Stationery & Postage	£400	£673	£500	£268	£500	£126	£500	
4282	Domain Name	£150	£150	£150	£0	£150	£0	£150	Due to pay in February
4283	Equipment	£1,220	£3,959	£0	£420	£1,000	£924	£4,000	£1K to cover replacing items in office, £3K tables and storage trolley in Main hall (£1K from EMR353)
4284	IT support	£650	£45	£500	£843	£650	£0	£500	Maintenance cost to 2Commune, due February + local support for office computers
4285	Email addresses	£735	£53	£1,455	£536	£1,215	£1,060	£2,045	14 x basic @ £85 = £1190. 3 x premium @ £255 = £765. G calendar = £600
4288	Communication Management tools			£0	£0	£850		£700	Indesign (£250) Buffer/Later (£300 scheduling tool) Canva (£100 content design tool) Mailchimp (£200 - e-news) Postermywall £85 (poster design) These applications all integrate with each other
4286	Website	£700	£0	£400	£0	£400	£0	£0	website development - build up EMR
4860	CCLA Property Fund Investment fee								
	<b>OverHead Expenditure</b>	<b>£28,433</b>	<b>£27,345</b>	<b>£30,808</b>	<b>£26,982</b>	<b>£36,385</b>	<b>£33,909</b>	<b>£40,045</b>	



Cost Centre	2022-23 Draft budget	2022-23 Actual YTD	2023-24 Draft budget	2023-24 Actual YTD	2024-25 Draft budget	2024-25 Actual YTD	2025-26 Draft budget
<b>420 Parish Assets - Maint &amp; Expen</b>							
4150 Equipment	£0	£416	£0	£161	£0	£0	£0
4155 Buildings	£2,000	£3,512	£10,000	£14,543	£7,500	£3,840	£27,570
4156 Rec Centre Insurance	£0	£0	£0	£0	£0	£0	£0
4165 Electricity	£400	£273	£450	£340	£450	£450	£500
4166 Community Projects	£0	£3,961	£1,000	£0	£0	£0	£0
<b>OverHead Expenditure</b>	<b>£2,400</b>	<b>£8,162</b>	<b>£11,450</b>	<b>£15,044</b>	<b>£7,950</b>	<b>£4,290</b>	<b>£28,070</b>
<b>430 Communications</b>							
4200 Newsletter Production	£0	£1,748	£1,000	£1,540	£3,200	£2,035	£4,500
4201 Newsletter Distribution	£670	£340	£750	£340	£750	£750	£800
4203 Noticeboards	£300	£0	£0	£0	£0	£0	£0
<b>OverHead Expenditure</b>	<b>£970</b>	<b>£2,088</b>	<b>£1,750</b>	<b>£1,880</b>	<b>£3,950</b>	<b>£2,785</b>	<b>£5,300</b>
<b>440 Parish Centre</b>							
4210 Parish Centre Marketing	£150	£80	£150	£0	£150	£0	£200
4245 Security	£2,000	£687	£2,000	£574	£2,000	£294	£2,000
4250 Fire Equipment Service	£600	£198	£300	£95	£400	£355	£1,000
4251 Lightning Testing	£150	£150	£150	£0	£150	£0	£150
4252 Wash Room Service	£500	£80	£1,300	£85	£1,300	£87	£1,500
4253 Wash Room Consumables	£300	£42	£250	£44	£250	£108	£250
4255 Electricity Supply	£4,500	£1,368	£6,000	£5,345	£8,500	£6,715	£9,000
4260 Water and Sewerage	£1,600	£210	£1,000	£445	£1,000	£358	£800
4276 Electrical Maintenance	£300	£0	£300	£0	£300	£150	£500
4277 Heating Maintenance	£600	£2,334	£2,500	£1,245	£2,500	£1,384	£2,000
4280 Repairs & Renewals - Internal	£5,100	£4,656	£2,000	£1,142	£1,000	£2,452	£1,000
4281 Repairs & Renewals - External	£0	£0	£1,000	£1,967	£0	£0	£1,000
4305 Cleaning	£9,500	£6,117	£12,000	£5,010	£12,000	£6,263	£10,500
4306 Waste removal	£700	£340	£700	£419	£750	£509	£800
<b>OverHead Expenditure</b>	<b>£26,000</b>	<b>£16,262</b>	<b>£29,650</b>	<b>£16,371</b>	<b>£30,300</b>	<b>£18,675</b>	<b>£30,700</b>

Museum repairs - additional costs from EMR370  
 RPC pay SADC and n Redbourm Leisure Centre reimburse us  
 Cumberland Garden, Parish Store and Festive lighting

includes graphic design and printing charges  
 Based on two editions a year - price increase factored in  
 Use EMR 368 if necessary

based on losing SJA  
 £1100 maintenance + call outs  
 Company taken over and costs have increased  
 Lightning conductor test

on fixed contract but think underbudgeted last year  
 Legionella service and 6 monthly checks included

Includes deep cleaning of floors/carpets and windows every quarter  
 Waste carton at Parish Centre - rates increased

Cost Centre	2022-23 draft budget	2022-23 actual YTD	2023-24 Draft budget	2023-24 actual YTD	2024-25 Draft budget	2024-25 actual YTD	2025-26 draft budget	
<b>460 Community Support</b>								
4470 PCSO	£8,308	£4,449	£8,987	£4,516	£9,500	£4,832	£10,150	currently pay £2416 pq - assume 5% increase
<b>Overhead Expenditure</b>	<b>£8,308</b>	<b>£4,449</b>	<b>£8,987</b>	<b>£4,516</b>	<b>£9,500</b>	<b>£4,832</b>	<b>£10,150</b>	
<b>Grants</b>	<b>£152,955</b>	<b>£137,510</b>	<b>£210,217</b>	<b>£117,659</b>	<b>£194,228</b>	<b>£124,962</b>	<b>£210,767</b>	
4380 General Grants	£28,000	£29,950	£28,000	£28,000	£28,000	£26,680	£0	£28K taken from GR
<b>Overhead Expenditure</b>	<b>£28,000</b>	<b>£29,950</b>	<b>£28,000</b>	<b>£28,000</b>	<b>£28,000</b>	<b>£26,680</b>	<b>£0</b>	
<b>470 Fireworks</b>								
4500 Fireworks								
4501 Firework Grants								
<b>OverHead Expenditure</b>								
<b>Cost Centre</b>								
<b>480 Commons &amp; Open Spaces</b>								
4595 Cumberland Garden			£0	£100	£0.00	£1,200	£5,000	Wall repair £5K plus £1k from EMR
4701 Major Tree Works	£5,500.00	£0	£2,000	£1,500	£2,000	£2,250	£1,500	
4705 Hanging Baskets & Bed Watering	£4,300.00	£4,300	£5,000	£5,000	£2,500	£2,500	£2,500	
4720 Skip Hire	£400.00	£329	£450	£60	£450	£158	£450	2 x skip hire per year
4721 Skip Hire - St Marys	£1,100.00	£561	£1,100	£790	£1,500	£1,126	£1,600	£29.95 per lift x 52 weeks
Panhandle Maintenance					£2,000	£600	£500	JHP costs
Panhandle project							£2,000	to plant wild garden/picnic area.larger project on hold due to uncertainty of community led housing
4731 High Street information Board	£0.00	£0	£0	£0	£1,500	£1,500	£0	Replace current information board by Village Hall - money rolls over from24-25 if not spent by next financial year
4767 Cumberland Garden Maintenance	£1,000.00	£1,650	£1,500	£1,011	£2,000	£0	£0	includes planting/equipment for Friends of CG - anti-social behaviour initiative - roll over to EMR at end of year
4768 Cumberland Gdn Electricity	£150.00	£200	£300	£266	£500	£374	£600	Increase in electricity supply
4786 General Maintenance-Materials	£1,000.00	£1,259	£2,500	£147	£3,000	£1,612	£3,000	As per GM Contract -includes £1K for fuel
4794 Play area inspections	£1,860.00	£660	£1,860	£885	£2,544	£1,360	£2,544	As per GM Contract + high level inspection + annual SADC inspections
4795 Play Area Repairs & Maint.	£6,000.00	£2,311	£4,000	£1,260	£3,000	£917	£5,000	cost of safety surface + replacement of wooden boat (use EMR as well)
4797 Clock Maintenance	£500.00	£90	£1,500	£99	£1,200	£108	£1,200	Needs maintenance plus £1K into EMR for new clock (underspend to EMR for new clock - flexible)
4801 Memorial Benches	£1,260.00	£582	£2,760	£1,375	£2,760	£1,365	£2,760	As per GM contract
4802 Other furniture							£1,300	
4805 Commons Miscellaneous	£2,760.00	£208	£1,260	£603	£1,500	£171	£1,000	As per GM contract
4806 Car Park Repairs	£3,000.00	£29	£2,000	£310	£1,000	£32	£25,000	cost of installing protection surface to overflow car park entrances
4807 Tree Survey	£1,000.00	£0	£1,000	£0	£0		£0	To complete tree survey using EMR 337 and 336
4809 Christmas Lights	£2,500.00	£1,869	£3,500	£120	£1,500	£3,800	£4,500	Rental and installation of icicles in CG

4810	Land rental from J H Pidgeon	£1,300.00	£325	£1,300	£425	£1,300	£750	£1,300	£25 per week
4811	War Memorial	£0.00	£2,685	£800	£0	£800	£247	£600	include grass cutting/hedging - £30 per cut
4813	Fiamsteadbury Lane Rent	£130.00	£130	£260	£126	£260	£260	£260	Paid to Herts County Council
4852	GM Grass Maintenance	£20,000.00	£14,003	£20,000	£14,966	£24,500	£18,084	£23,500	As per GM contract - increase in contractor cost
4853	GM Garden Maintenance	£2,168.00	£1,737	£2,168	£1,633	£2,470	£2,118	£2,470	As per GM contract - increase in contractor cost
4854	GM Trees	£2,160.00	£500	£2,160	£540	£2,200	£548	£2,200	As per GM contract - increase in contractor cost
4855	GM Litter picking	£11,440.00	£4,290	£11,440	£4,860	£11,400	£4,950	£10,400	8 hrs a week x 52 weeks at £27.50 per hour as per GM
4856	GM Flytipping	£300.00	£0	£300	£0	£300	£0	£300	removing fly tipping on our land
4857	GM Litter bins	£3,420.00	£3,053	£4,500	£2,439	£4,500	£3,345	£4,500	As per GM contract
4858	GM Hard Surface maintenance	£600.00	£798	£600	£390	£600	£160	£600	As per GM contract
4859	GM Hedges and boundaries	£2,470.00	£584	£2,470	£1,020	£2,815	£1,509	£2,815	As per GM contract - increase in contractor cost
4860	GM Salt spreading	£200.00	£0	£200	£0	£256	£0	£256	As per GM contract - increase in contractor cost
4861	GM Leaf collection	£3,000.00	£750	£3,000	£750	£3,000	£1,061	£3,000	As per GM contract
4862	GM General Maintenance	£3,500.00	£3,250	£3,500	£2,700	£4,100	£1,594	£4,100	As per GM contract - increase in contractor cost
4863	GM General Hours	£4,000.00	£1,750	£4,000	£245	£4,400	£959	£4,400	As per GM contract - increase in contractor cost
4864	GM Additional works	£500.00	£500	£500	£88	£500	£0	£500	one off projects
4865	Wild About Redbourn								Using EMR from grant and legacy payments
<b>600</b>	<b>Planning</b>	<b>£87,518</b>	<b>£48,403</b>	<b>£87,928</b>	<b>£43,708</b>	<b>£92,355</b>	<b>£55,958</b>	<b>£121,655</b>	
6001	Neighbourhood Plan	£0	£9,587	£1,000	£1,000	£0	£0	£0	
6002	Green Belt Defence	£10,000	£0	£10,000	£0	£10,000	£7,650	£0	EMR £19,728
	<b>OverHead Expenditure</b>	<b>£10,000</b>	<b>£9,587</b>	<b>£1,000</b>	<b>£1,000</b>	<b>£10,000</b>	<b>£7,650</b>	<b>£0</b>	



Cost Centre	2022-23 budget	2022-23 actual YTD	2023-24 budget	2023-24 actual YTD	2024-25 budget	2024-25 at year end	2025-26 draft budget
320	EMR - Cumberland Garden	£1,104	£0	£1,104	£1,104	£1,104	£1,104
330	EMR - Play Area Repair/Renew	£4,768	£8,768	£4,769	£4,768	£6,768	£7,768
335	EMR - Community Fund	£5,052	£345	£0	£0	£0	£0
336	EMR - Nickey Line Reserve	£2,894	£2,894	£2,894	£2,894	£2,849	£2,894
337	EMR - Major tree works	£7,950	£8,945	£8,950	£8,950	£8,950	£9,950
369	EMR - Common	£10,002	£10,002	£17,250	£17,250	£17,250	£22,750
373	EMR - Car park repairs	£2,900	£4,900	£5,468	£5,468	£6,968	£6,968
<b>920</b>	<b>Reserves - Administration</b>						
332	EMR - Christmas lights	£0	£0	£0	£0	£0	£0
340	EMR - Parish Centre Reserve	£7,630	£7,630	£7,630	£7,630	£7,630	£7,630
349	EMR - GDPR	£3,000	£3,000	£3,000	£3,000	£3,000	£3,000
350	EMR - Election Provision	£3,051	£3,050	£3,050	£2,567	£2,567	£2,567
351	EMR - Green Belt Defence	£25,034	£35,034	£35,034	£27,384	£19,733	£19,733
352	EMR - Neighbourhood Plan	£11,456	£456	£456	£740	£740	£740
353	EMR - Office Equipment	£2,456	£2,457	£2,457	£2,457	£2,457	£2,457
354	EMR - Fireworks	£8,659	£8,660	£6,587	£5,449	£2,457	£4,903
355	EMR - Youth Club	£387	£7,739	£7,227	£7,227	£7,759	£7,227
365	EMR - Legal	£6,206	£6,206	£6,206	£6,206	£6,206	£6,206
367	EMR - Newsletter	£6,591	£4,691	£2,936	£1,396	£0	£0
368	EMR - Noticeboards	£2,647	£2,647	£2,647	£2,647	£2,647	£1,156
370	EMR - Parish buildings/repairs	£18,723	£18,723	£21,287	£28,914	£28,914	£22,784
372	EMR - Village Clock	£0	£0	£1,000	£0	£1,000	£2,000
375	EMR - Volunteer Events	£1,500	£1,500	£1,500	£0	£0	£0
380	Capital Reserves	£2,917	£333	£333	£333	£333	£333
	<b>TOTAL EMR</b>	<b>£134,927</b>	<b>£137,980</b>	<b>£101,350</b>	<b>£128,470</b>	<b>£134,526</b>	<b>£132,080</b>
310	General Reserves	£156,310	£152,946	£139,421	£139,421	£109,560	

## SCENARIOS

Tax base band D	Grant amount	Increase	% increase
2368 updated figure	0 (28K from GR)	£124.33	7.05 per household
2368 updated figure	£2.5K (£25.5K from GR)	£125.39	7.96 per household

Budget agreed at 8.01% based  
on 2347 tax base



## Detailed Income &amp; Expenditure by Budget Heading 01/11/2024

Month No: 8

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>100 Income Precept</b>								
1076 Precept	0	272,583	272,583	0			100.0%	
Income Precept :- Income	<u>0</u>	<u>272,583</u>	<u>272,583</u>	<u>0</u>			<u>100.0%</u>	<u>0</u>
<b>Net Income</b>	<u>0</u>	<u>272,583</u>	<u>272,583</u>	<u>0</u>				
<b>120 Income Other</b>								
1201 CCLA Property Fund interest	0	2,351	3,000	649			78.4%	
1202 Public Sector Dep Fund Interes	315	1,939	2,000	61			97.0%	
1203 Unity Trust Bank interest	0	1,808	0	(1,808)			0.0%	
1205 Wayleave Fees	0	35	0	(35)			0.0%	35
1250 Miscellaneous Income	1,598	3,042	0	(3,042)			0.0%	1,400
1260 Memorial Benches	0	(1,100)	0	1,100			0.0%	
1321 Fireworks Donations	65	115	0	(115)			0.0%	65
Income Other :- Income	<u>1,977</u>	<u>8,191</u>	<u>5,000</u>	<u>(3,191)</u>			<u>163.8%</u>	<u>1,500</u>
<b>Net Income</b>	<u>1,977</u>	<u>8,191</u>	<u>5,000</u>	<u>(3,191)</u>				
6001 less Transfer to EMR	1,465	1,500						
<b>Movement to/(from) Gen Reserve</b>	<u>512</u>	<u>6,691</u>						
<b>130 Income Generated</b>								
1300 PC Letting - Main Hall	2,313	16,056	17,000	944			94.4%	
1301 PC Letting - Conference Hall	1,660	9,466	13,000	3,534			72.8%	
1320 Fireworks Sponsorship	1,000	1,000	0	(1,000)			0.0%	1,000
1321 Fireworks Donations	6,933	6,933	0	(6,933)			0.0%	6,933
1330 Newsletter Advertising	138	1,308	2,000	692			65.4%	
Income Generated :- Income	<u>12,043</u>	<u>34,763</u>	<u>32,000</u>	<u>(2,763)</u>			<u>108.6%</u>	<u>7,933</u>
<b>Net Income</b>	<u>12,043</u>	<u>34,763</u>	<u>32,000</u>	<u>(2,763)</u>				
6001 less Transfer to EMR	7,933	7,933						
<b>Movement to/(from) Gen Reserve</b>	<u>4,110</u>	<u>26,830</u>						
<b>400 Employment</b>								
4000 Clerk's Salary	4,816	27,462	42,146	14,684	14,684		65.2%	
4005 Deputy Clerk Salary	2,619	13,295	18,379	5,084	5,084		72.3%	
4007 Facilities Officer Salary	880	5,381	8,296	2,915	2,915		64.9%	
4009 Community Officer	0	0	12,443	12,443	12,443		0.0%	
4010 National Insurance	834	4,008	6,191	2,183	2,183		64.7%	
4015 Pension	1,656	9,806	17,188	7,382	7,382		57.1%	

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## Detailed Income &amp; Expenditure by Budget Heading 01/11/2024

Month No: 8

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4025 Payroll Administration	0	519	1,500	981		981	34.6%	
Employment :- Indirect Expenditure	<b>10,805</b>	<b>60,470</b>	<b>106,143</b>	<b>45,673</b>	<b>0</b>	<b>45,673</b>	<b>57.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(10,805)</b>	<b>(60,470)</b>	<b>(106,143)</b>	<b>(45,673)</b>				
<b>410 Administration</b>								
4050 Audit Fees	0	0	2,560	2,560		2,560	0.0%	
4051 RBS End of Year	0	0	800	800		800	0.0%	
4055 Legal Fees	1,200	2,395	600	(1,795)		(1,795)	399.2%	
4065 Finance Software Support Fee	0	1,977	1,720	(257)		(257)	114.9%	
4070 Training	0	550	500	(50)		(50)	110.0%	
4071 Councillor Training	0	30	500	470		470	6.0%	
4075 Subscriptions	16	2,784	2,450	(334)		(334)	113.6%	
4080 Insurance	56	9,523	9,100	(423)		(423)	104.6%	
4085 Chair's Discretionary Budget	0	267	500	233		233	53.3%	
4090 Travel & Parking	0	62	100	38		38	62.1%	
4095 Councillor's Allowances	648	6,478	6,500	22		22	99.7%	
4117 Volunteer Event	0	3,037	3,000	(37)		(37)	101.2%	
4120 Bank Charges	5	44	100	56		56	44.2%	
4121 Kitchen Supplies	0	129	100	(29)		(29)	128.7%	
4122 Photography Competition	0	0	700	700		700	0.0%	
4123 Community Champion	0	28	100	72		72	28.0%	
4124 Remembrance Sunday	0	170	140	(30)		(30)	121.7%	
4265 Photocopier Hire	75	357	650	293		293	54.9%	
4270 Telephone & Broadband	153	1,222	1,500	278		278	81.5%	
4275 Stationery & Postage	0	126	500	374		374	25.2%	
4282 Domain name	0	0	150	150		150	0.0%	
4283 Equipment	62	986	1,000	14		14	98.6%	
4284 IT Support	0	0	650	650		650	0.0%	
4285 Email Addresses	48	1,108	1,215	107		107	91.2%	
4286 Public Sector Property Fund	0	700	0	(700)		(700)	0.0%	
4287 Website	0	0	400	400		400	0.0%	
4288 Communication Management tools	0	79	850	771		771	9.3%	
Administration :- Indirect Expenditure	<b>2,263</b>	<b>32,053</b>	<b>36,385</b>	<b>4,332</b>	<b>0</b>	<b>4,332</b>	<b>88.1%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(2,263)</b>	<b>(32,053)</b>	<b>(36,385)</b>	<b>(4,332)</b>				
<b>420 Parish Assets - Maint &amp; Expen</b>								
4155 Buildings	3,840	3,840	7,500	3,660		3,660	51.2%	
4165 Electricity	42	377	450	73		73	83.9%	
Parish Assets - Maint & Expen :- Indirect Expenditure	<b>3,882</b>	<b>4,217</b>	<b>7,950</b>	<b>3,733</b>	<b>0</b>	<b>3,733</b>	<b>53.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(3,882)</b>	<b>(4,217)</b>	<b>(7,950)</b>	<b>(3,733)</b>				

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## Detailed Income &amp; Expenditure by Budget Heading 01/11/2024

Month No: 8

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<b>430 Communications</b>								
4200 Newsletter Production	2,035	4,070	3,200	(870)		(870)	127.2%	
4201 Newsletter Distribution	0	340	750	410		410	45.3%	
4203 Noticeboards	0	130	0	(130)		(130)	0.0%	
Communications :- Indirect Expenditure	<b>2,035</b>	<b>4,540</b>	<b>3,950</b>	<b>(590)</b>	<b>0</b>	<b>(590)</b>	<b>114.9%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(2,035)</b>	<b>(4,540)</b>	<b>(3,950)</b>	<b>590</b>				
<b>440 Parish Centre</b>								
4210 Parish Centre Marketing	0	322	150	(172)		(172)	214.7%	
4245 Security	0	294	2,000	1,706		1,706	14.7%	
4250 Fire Equipment Service	116	355	400	45		45	88.7%	
4251 Lighting Testing	0	0	150	150		150	0.0%	
4252 Wash Room Service	1,524	1,611	1,300	(311)		(311)	123.9%	
4253 Wash Room Consumables	77	184	250	66		66	73.7%	
4255 Electricity Supply	1,038	6,715	8,500	1,785		1,785	79.0%	
4260 Water and Sewerage	112	358	1,000	642		642	35.8%	
4276 Electrical Maintenance	0	150	300	150		150	50.0%	
4277 Heating Maintenance	0	1,384	2,500	1,116		1,116	55.3%	
4280 Repairs & Renewals - Internal	235	2,452	1,000	(1,452)		(1,452)	245.2%	
4305 Cleaning	1,435	6,263	12,000	5,737		5,737	52.2%	
4306 Hirer waste removal	96	509	750	241		241	67.8%	
Parish Centre :- Indirect Expenditure	<b>4,633</b>	<b>20,597</b>	<b>30,300</b>	<b>9,703</b>	<b>0</b>	<b>9,703</b>	<b>68.0%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(4,633)</b>	<b>(20,597)</b>	<b>(30,300)</b>	<b>(9,703)</b>				
<b>450 Grants</b>								
4380 General Grants	0	0	13,000	13,000		13,000	0.0%	
4395 Scouts	0	2,050	0	(2,050)		(2,050)	0.0%	
4405 Redbourn Players	0	1,500	0	(1,500)		(1,500)	0.0%	
4410 Redbourn in Bloom	0	4,000	0	(4,000)		(4,000)	0.0%	
4415 Allotments	0	500	0	(500)		(500)	0.0%	
4424 Citizens Advice	0	4,000	0	(4,000)		(4,000)	0.0%	
4427 Friends of St Mary's	0	1,000	0	(1,000)		(1,000)	0.0%	
4430 Care Group Running Costs	0	5,000	0	(5,000)		(5,000)	0.0%	
4431 Folk Club	0	1,500	0	(1,500)		(1,500)	0.0%	
4436 Fete du Velo	0	1,000	0	(1,000)		(1,000)	0.0%	
4439 The Woollams	0	250	0	(250)		(250)	0.0%	
4441 Redbourn Fun Run	0	1,000	0	(1,000)		(1,000)	0.0%	
4443 PCSO Basketball Activity	0	360	0	(360)		(360)	0.0%	
4444 Active in Redbourn	0	1,500	0	(1,500)		(1,500)	0.0%	

## Detailed Income &amp; Expenditure by Budget Heading 01/11/2024

Month No: 8

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4445 Christmas Hampers	0	2,500	0	(2,500)		(2,500)	0.0%	
4472 Redbourn Community Food Club	0	520	0	(520)		(520)	0.0%	
Grants :- Indirect Expenditure	<b>0</b>	<b>26,680</b>	<b>13,000</b>	<b>(13,680)</b>	<b>0</b>	<b>(13,680)</b>	<b>205.2%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(26,680)</b>	<b>(13,000)</b>	<b>13,680</b>				
<b>460 Community Support</b>								
4470 PCSO	0	4,832	9,500	4,668		4,668	50.9%	
Community Support :- Indirect Expenditure	<b>0</b>	<b>4,832</b>	<b>9,500</b>	<b>4,668</b>	<b>0</b>	<b>4,668</b>	<b>50.9%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>0</b>	<b>(4,832)</b>	<b>(9,500)</b>	<b>(4,668)</b>				
<b>470 Fireworks</b>								
1321 Fireworks Donations	0	35	0	(35)			0.0%	
Fireworks :- Income	<b>0</b>	<b>35</b>	<b>0</b>	<b>(35)</b>				<b>0</b>
4500 Fireworks	5,683	6,144	0	(6,144)		(6,144)	0.0%	5,583
Fireworks :- Indirect Expenditure	<b>5,683</b>	<b>6,144</b>	<b>0</b>	<b>(6,144)</b>	<b>0</b>	<b>(6,144)</b>		<b>5,583</b>
<b>Net Income over Expenditure</b>	<b>(5,683)</b>	<b>(6,109)</b>	<b>0</b>	<b>6,109</b>				
6000 plus Transfer from EMR	5,583	5,583						
<b>Movement to/(from) Gen Reserve</b>	<b>(100)</b>	<b>(527)</b>						
<b>480 Commons &amp; Open Spaces</b>								
4595 Cumberland Garden	0	1,200	0	(1,200)		(1,200)	0.0%	
4700 Trees/Hedges	481	481	0	(481)		(481)	0.0%	481
4701 Major Tree Works	750	2,250	2,000	(250)		(250)	112.5%	
4705 Hanging Baskets & Bed Watering	0	2,500	2,500	0		0	100.0%	
4720 Skip Hire	0	158	450	292		292	35.2%	
4721 Skip Hire - St Marys	129	1,126	1,500	374		374	75.0%	
4722 Panhandle maintenance	0	600	2,000	1,400		1,400	30.0%	
4731 Moor Interpretation Board	0	0	1,500	1,500		1,500	0.0%	
4767 Cumberland Garden Maintenance	0	0	2,000	2,000		2,000	0.0%	
4768 Cumberland Gdn Electricity	0	99	500	401		401	19.8%	
4786 General Maintenance-Materials	79	1,612	3,000	1,388		1,388	53.7%	
4794 Play Area Inspections	140	1,360	2,544	1,184		1,184	53.5%	
4795 Play Area Repairs & Maint.	0	917	3,000	2,083		2,083	30.6%	
4797 Clock Maintenance	0	108	1,200	1,092		1,092	9.0%	
4801 Memorial Benches	0	1,365	2,760	1,395		1,395	49.5%	
4802 Other furniture	0	1,300	0	(1,300)		(1,300)	0.0%	

## Detailed Income &amp; Expenditure by Budget Heading 01/11/2024

Month No: 8

## Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4805 Commons Miscellaneous	0	171	1,500	1,329		1,329	11.4%	
4806 Car Park Repairs	0	32	1,000	968		968	3.2%	
4809 Christmas Lights	0	3,800	1,500	(2,300)		(2,300)	253.3%	
4810 Storage yard	750	750	1,300	550		550	57.7%	
4811 War Memorial	0	247	800	553		553	30.9%	
4813 Flamsteadbury Lane Rent	65	260	260	0		0	100.0%	
4852 GM Grass Maintenance	1,112	18,084	24,500	6,416		6,416	73.8%	
4853 GM Garden Maintenance	166	2,118	2,470	352		352	85.7%	
4854 GM Trees	500	548	2,200	1,652		1,652	24.9%	
4855 GM Litter picking	660	4,950	11,400	6,450		6,450	43.4%	
4856 GM Flytipping	0	0	300	300		300	0.0%	
4857 GM Litter bins	615	3,345	4,500	1,155		1,155	74.3%	
4858 GM Hard surface maintenance	160	160	600	440		440	26.7%	
4859 GM Hedges and boundaries	293	1,509	2,815	1,306		1,306	53.6%	
4860 GM Salt spreading	0	0	256	256		256	0.0%	
4861 GM Leaf collection	500	1,061	3,000	1,939		1,939	35.4%	
4862 GM General Maintenance	264	1,594	4,100	2,506		2,506	38.9%	
4863 GH General Hours	114	959	4,400	3,441		3,441	21.8%	
4864 GM Additional works	0	0	500	500		500	0.0%	
4865 Wild about Redbourn	25	278	0	(278)		(278)	0.0%	150
<b>Commons &amp; Open Spaces :- Indirect Expenditure</b>	<b>6,803</b>	<b>54,941</b>	<b>92,355</b>	<b>37,414</b>	<b>0</b>	<b>37,414</b>	<b>59.5%</b>	<b>631</b>
<b>Net Expenditure</b>	<b>(6,803)</b>	<b>(54,941)</b>	<b>(92,355)</b>	<b>(37,414)</b>				
6000 plus Transfer from EMR	506	631						
<b>Movement to/(from) Gen Reserve</b>	<b>(6,297)</b>	<b>(54,309)</b>						
<b>600 Planning</b>								
4881 Green Belt Defence	7,650	7,650	10,000	2,350		2,350	76.5%	
<b>Planning :- Indirect Expenditure</b>	<b>7,650</b>	<b>7,650</b>	<b>10,000</b>	<b>2,350</b>	<b>0</b>	<b>2,350</b>	<b>76.5%</b>	<b>0</b>
<b>Net Expenditure</b>	<b>(7,650)</b>	<b>(7,650)</b>	<b>(10,000)</b>	<b>(2,350)</b>				
<b>Grand Totals:- Income</b>	<b>14,020</b>	<b>315,571</b>	<b>309,583</b>	<b>(5,988)</b>			<b>101.9%</b>	
<b>Expenditure</b>	<b>43,753</b>	<b>222,123</b>	<b>309,583</b>	<b>87,460</b>	<b>0</b>	<b>87,460</b>	<b>71.7%</b>	
<b>Net Income over Expenditure</b>	<b>(29,733)</b>	<b>93,448</b>	<b>0</b>	<b>(93,448)</b>				
plus Transfer from EMR	6,089	6,214						
less Transfer to EMR	9,398	9,433						
<b>Movement to/(from) Gen Reserve</b>	<b>(33,042)</b>	<b>90,229</b>						



Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
<b>BCE001</b> <b>Best Cleaning Ever</b>							
<i>Cleaning Oct</i> Authorised: <b>LGA 1972 s111</b>	14/11/2024	37	1	1,035.00	0.00	1,035.00	0.00
					<b>0.00</b>	<b>1,035.00</b>	
Above paid on 14/11/2024 by Electronic Payment Ref 37							
<b>BJP001</b> <b>B J Pidgeon Plant Hire</b>							
<i>Clearing of Panhandle</i> Authorised: <b>Open spaces Act 1906</b>	14/10/2024	1769A	1	720.00	0.00	720.00	0.00
<i>Duplication of inv 1769</i>	22/11/2024	CREDIT	1	-720.00	0.00	-720.00	0.00
					<b>0.00</b>	<b>0.00</b>	
No payment due as Credit Notes have been applied							
<b>BME001</b> <b>Brendan McCormick Events AV Ltd</b>							
<i>PA system for fireworks</i> Authorised: <b>LGA 1972 s214</b>	18/11/2024	3054	1	1,494.00	0.00	1,494.00	0.00
					<b>0.00</b>	<b>1,494.00</b>	
Above paid on 18/11/2024 by Electronic Payment Ref 3054							
<b>CARJON</b> <b>Carter Jonas</b>							
<i>Rental of Flamsteadbury land</i> Authorised: <b>Open Spaces Act 1906</b>	25/11/2024	168896	1	65.00	0.00	65.00	0.00
					<b>0.00</b>	<b>65.00</b>	
Above paid on 25/11/2024 by Electronic Payment Ref 168896							
<b>CAST001</b> <b>Castle Water</b>							
<i>Water charges Oct</i> Authorised: <b>LGA 1972 s111</b>	04/11/2024	3896349	1	61.33	0.00	61.33	0.00
					<b>0.00</b>	<b>61.33</b>	
Above paid on 04/11/2024 by Electronic Payment Ref 3896349							

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Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
<b>CAW001 Cawleys</b>							
<i>Waste disposal - Parish Centre</i> Authorised: LGA1972 s111	31/10/2024	699906	1	115.38	0.00	115.38	0.00
<i>Waste disposal - St Marys</i> Authorised: LGA 1972 s214	31/10/2024	699926	1	155.28	0.00	155.28	0.00
					<b>0.00</b>	<b>270.66</b>	
Above paid on 31/10/2024 by Direct Debit 906/926							
<b>CPJ001 CPJ Electrical Services Ltd</b>							
<i>Descaling water urn</i> Authorised: LGA 1972 s214	18/11/2024	1023	1	234.88	0.00	234.88	0.00
					<b>0.00</b>	<b>234.88</b>	
Above paid on 18/11/2024 by Electronic Payment Ref 1023							
<b>DBS001 DBS Tree Services</b>							
<i>Removal of tree by Museum</i> Authorised: Open Spaces Act 1906	19/11/2024	191124	1	750.00	0.00	750.00	0.00
					<b>0.00</b>	<b>750.00</b>	
Above paid on 19/11/2024 by Electronic Payment Ref 191124							
<b>FAN001 Fantastic Fireworks Ltd</b>							
<i>Balance of f/w display cost</i> Authorised: LGA 1972 s214	19/11/2024	091124	1	4,790.00	0.00	4,790.00	0.00
					<b>0.00</b>	<b>4,790.00</b>	
Above paid on 19/11/2024 by Electronic Payment Ref 091124							
<b>GALL001 Arthur J Gallagher Insurance</b>							
<i>Ins premium use of dumper truc</i> Authorised: Open Spaces Act 1906	12/11/2024	539001550	1	56.01	0.00	56.01	0.00
					<b>0.00</b>	<b>56.01</b>	
Above paid on 12/11/2024 by Electronic Payment Ref 539001550							

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Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
<b>GOOGLE</b> <b>Google Cloud EMEA Ltd</b>							
<i>G-Calendar Nov fees</i>	31/10/2024	5098325698	1	48.00	0.00	48.00	0.00
Authorised: <b>LGA 1972 s111</b>							
					<b>0.00</b>	<b>48.00</b>	
Above paid on 31/10/2024 by Electronic Payment Ref 5098325698							
<b>HERTS</b> <b>The Hertfordshire Garden Centre Ltd</b>							
<i>Plants for Cumberland Garden</i>	30/10/2024	295592	1	0.40	0.00	0.40	0.00
Authorised: <b>Open Spaces Act 1906</b>							
					<b>0.00</b>	<b>0.40</b>	
Above paid on 14/11/2024 by Electronic Payment Ref 295592a							
<b>HERTS</b> <b>The Hertfordshire Garden Centre Ltd</b>							
<i>Material drive methodist churc</i>	12/11/2024	296919	1	94.18	0.00	94.18	0.00
Authorised: <b>Open Spaces Act 1906</b>							
					<b>0.00</b>	<b>94.18</b>	
Above paid on 12/11/2024 by Electronic Payment Ref 296919							
<b>HSBC001</b> <b>HSBC</b>							
<i>Bank charges</i>	30/10/2024	301024	1	5.00	0.00	5.00	0.00
Authorised: <b>LGA 1972 s111</b>							
					<b>0.00</b>	<b>5.00</b>	
Above paid on 30/10/2024 by Electronic Payment Ref 301024							
<b>JGB001</b> <b>J G Bryson Printer</b>							
<i>Printing of Winter newsletter</i>	20/11/2024	SI-38537	1	2,035.00	0.00	2,035.00	0.00
Authorised: <b>LGA 1972 s111</b>							
					<b>0.00</b>	<b>2,035.00</b>	
Above paid on 20/11/2024 by Electronic Payment Ref SI-38537							
<b>JHP001</b> <b>J H P Horticultural</b>							
<i>Grounds maintenance cont Oct</i>	02/11/2024	344	1	5,788.80	0.00	5,788.80	0.00
Authorised: <b>Open Spaces Act 1906</b>							
					<b>0.00</b>	<b>5,788.80</b>	
Above paid on 02/11/2024 by Electronic Payment Ref 344							

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## List of Purchase Ledger Payments for Month 8

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
<b>KON001</b> <b>Konica Minolta Business Sols (UK) Ltd</b>							
<i>P/copier rental</i>	12/11/2024	1202392258	1	90.00	0.00	90.00	0.00
Authorised: LGA 1972 s111							
					0.00	90.00	
Above paid on 12/11/2024 by Electronic Payment Ref 1202392258							
<b>MEDICAL01</b> <b>Medical &amp; Water Safety Ltd</b>							
<i>First aid for f/works</i>	10/11/2024	1280	1	547.20	0.00	547.20	0.00
Authorised: LGA 1972 s144							
					0.00	547.20	
Above paid on 10/11/2024 by Electronic Payment Ref 1280							
<b>PHS001</b> <b>Phs Group</b>							
<i>Paper towels</i>	24/10/2024	70938874	1	92.06	0.00	92.06	0.00
Authorised: LGA 1972 s111							
					0.00	92.06	
Above paid on 24/10/2024 by Electronic Payment Ref 70938873							
<b>PHS001</b> <b>Phs Group</b>							
<i>washroom service contract</i>	24/10/2024	70938873	1	1,828.79	0.00	1,828.79	0.00
Authorised: LGA 1972 s111							
					0.00	1,828.79	
Above paid on 24/10/2024 by Electronic Payment Ref 70938873a							
<b>POZITIVE L</b> <b>Pozitive Energy Ltd</b>							
<i>Electricity CG Oct</i>	31/10/2024	20246718880	1	43.92	0.00	43.92	0.00
Authorised: LGA 1972 s227							
					0.00	43.92	
Above paid on 31/10/2024 by Electronic Payment Ref 2024671888							
<b>SCG001</b> <b>SCG Cloud Ltd</b>							
<i>Telephone/broadband Oct</i>	10/11/2024	1446496	1	183.28	0.00	183.28	0.00
Authorised: LGA 1972 s111							
					0.00	183.28	
Above paid on 10/11/2024 by Electronic Payment Ref 1446496							

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Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
<b>SCOTT</b> <b>Scott and Son Ltd</b>							
<i>Deep clean of hall/foye/toilet</i>	12/09/2024	91582	1	480.00	0.00	480.00	0.00
Authorised: <i>LGA 1972 s111</i>							
					<b>0.00</b>	<b>480.00</b>	
Above paid on 12/09/2024 by Electronic Payment Ref 6167							
<b>SMARTENGER</b> <b>Smartest Energy Business</b>							
<i>Electricity PCentre Oct</i>	06/11/2024	3932619	1	1,245.76	0.00	1,245.76	0.00
Authorised: <i>LGA 1972 s111</i>							
					<b>0.00</b>	<b>1,245.76</b>	
Above paid on 06/11/2024 by Electronic Payment Ref 3932619							
<b>STEVE001</b> <b>Steve the Roof</b>							
<i>Repairs to Silkmill roof</i>	11/10/2024	461	1	3,840.00	0.00	3,840.00	0.00
Authorised: <i>LGA 1972 s227</i>							
					<b>0.00</b>	<b>3,840.00</b>	
Above paid on 11/10/2024 by Electronic Payment Ref 461							
<b>TPS001</b> <b>TBS Hygiene Ltd</b>							
<i>Dog waste collectin OCT</i>	12/11/2024	6167	1	270.00	0.00	270.00	0.00
Authorised: <i>Open Spaces Act 1906</i>							
					<b>0.00</b>	<b>270.00</b>	
Above paid on 12/11/2024 by Electronic Payment Ref 6167							
<b>TROY00</b> <b>Troy Hayes Planning Ltd</b>							
<i>Review reg 19 and respond</i>	30/10/2024	2555	1	7,650.00	0.00	7,650.00	0.00
Authorised: <i>Localism Act 2011</i>							
					<b>0.00</b>	<b>7,650.00</b>	
Above paid on 30/10/2024 by Electronic Payment Ref 2555							
<b>TROY00</b> <b>Troy Hayes Planning Ltd</b>							
<i>Final changes/submission SADC</i>	07/11/2024	2561	1	1,530.00	0.00	1,530.00	0.00
Authorised: <i>Localism Act 2011</i>							
					<b>0.00</b>	<b>1,530.00</b>	
Above paid on 07/11/2024 by Electronic Payment Ref 2561							

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## List of Purchase Ledger Payments for Month 8

Supplier and Invoice Details	Invoice Date	Invoice No	Ledger	Amount Due	Discount	Amount Paid	Balance
<b>TYC001</b> <b>Tyco Fire &amp; Integrated Solutions (UK) Lt</b>							
<i>Fire extinguisher service</i>	17/10/2024	DLB61051A	1	138.92	0.00	138.92	0.00
Authorised: LGA 1972 s111							
					<b>0.00</b>	<b>138.92</b>	
Above paid on 17/10/2024 by Electronic Payment Ref DLB61051A							
<b>WELLERS</b> <b>Wellers Hedleys Law Group</b>							
<i>Work on leases - allotment</i>	30/06/2024	827237	1	1,440.00	0.00	1,440.00	0.00
Authorised: LGA 1972 s111							
					<b>0.00</b>	<b>1,440.00</b>	
Above paid on 30/06/2024 by Electronic Payment Ref 827237							
<b>Total Purchase Ledger Payments for Month 8</b>					<b>0.00</b>	<b>36,108.19</b>	

A/c Code	4000 Clerk's Salary			Annual Budget	42,146	
Centre	400 Employment			Committed	0	
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				<b>Balance Brought Forward Month 7</b>	<b>22,646.24</b>	
8	25/11/2024		Cashbook	salary November 24	3,495.08	
8	25/11/2024		Cashbook	NI contribution Nov 24	263.81	
8	25/11/2024		Cashbook	IT contribution Nov 24	743.60	
8	25/11/2024		Cashbook	Pension Nov 24	313.01	
			<b>Account Clerk's Salary</b>	<b>Account Totals</b>	<b>27,461.74</b>	<b>0.00</b>
			<b>Centre Employment</b>	<b>Net Balance Month 8</b>	<b>27,461.74</b>	

A/c Code	4005 Deputy Clerk Salary			Annual Budget	18,379	
Centre	400 Employment			Committed	0	
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				<b>Balance Brought Forward Month 7</b>	<b>10,675.65</b>	
8	25/11/2024		Cashbook	salary November 24	2,013.69	
8	25/11/2024		Cashbook	NI contribution Nov 24	125.68	
8	25/11/2024		Cashbook	IT contribution Nov 24	362.20	
8	25/11/2024		Cashbook	Pension Nov 24	117.38	
			<b>Account Deputy Clerk Salary</b>	<b>Account Totals</b>	<b>13,294.60</b>	<b>0.00</b>
			<b>Centre Employment</b>	<b>Net Balance Month 8</b>	<b>13,294.60</b>	

A/c Code	4007 Facilities Officer Salary			Annual Budget	8,296	
Centre	400 Employment			Committed	0	
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				<b>Balance Brought Forward Month 7</b>	<b>4,500.15</b>	
8	25/11/2024		Cashbook	salary November 24	832.03	
8	25/11/2024		Cashbook	Pension Nov 24	48.42	
			<b>Account Facilities Officer Salary</b>	<b>Account Totals</b>	<b>5,380.60</b>	<b>0.00</b>
			<b>Centre Employment</b>	<b>Net Balance Month 8</b>	<b>5,380.60</b>	

A/c Code	4009 Community Officer			Annual Budget	12,443	
Centre	400 Employment			Committed	0	
Month	Date	Reference	Source	Transaction Detail	Debit	Credit
				<b>Balance Brought Forward Month 7</b>	<b>0.00</b>	
			<b>Account Community Officer</b>	<b>Account Totals</b>	<b>0.00</b>	<b>0.00</b>
			<b>Centre Employment</b>	<b>Net Balance Month 8</b>		<b>0.00</b>

<b>A/c Code</b>	4010 National Insurance				<b>Annual Budget</b>	6,191
<b>Centre</b>	400 Employment				<b>Committed</b>	0
<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
				<b>Balance Brought Forward Month 7</b>	<b>3,174.23</b>	
8	25/11/2024	RPCNINOV24	Cashbook	RPC NI contribution Nov 24	833.65	
		Account	<b>National Insurance</b>		<b>Account Totals</b>	<b>4,007.88</b>
		Centre	<b>Employment</b>		<b>Net Balance Month 8</b>	<b>4,007.88</b>
						<b>0.00</b>

<b>A/c Code</b>	4015 Pension				<b>Annual Budget</b>	17,188
<b>Centre</b>	400 Employment				<b>Committed</b>	0
<u>Month</u>	<u>Date</u>	<u>Reference</u>	<u>Source</u>	<u>Transaction Detail</u>	<u>Debit</u>	<u>Credit</u>
				<b>Balance Brought Forward Month 7</b>	<b>8,149.77</b>	
8	25/11/2024	RPCPEN1124	Cashbook	RPC Pension contrib Nov 24	1,656.09	
		Account	<b>Pension</b>		<b>Account Totals</b>	<b>9,805.86</b>
		Centre	<b>Employment</b>		<b>Net Balance Month 8</b>	<b>9,805.86</b>
						<b>0.00</b>

A/c Code	Name	Invoice Date	Invoice No	Amount Due	Discount	Amount Paid	Balance	Date Paid	- Led
		31/10/2024	2039	1,351.25	0.00	1,121.25	230.00	04/11/2024	1
				<b>Receipt Total</b>	<b>0.00</b>	<b>1,121.25</b>			<b>Ref: 2039</b>
		31/10/2024	2043	69.00	0.00	69.00	0.00	05/11/2024	1
				<b>Receipt Total</b>	<b>0.00</b>	<b>69.00</b>			<b>Ref: 2043</b>
HERTS MIDD	Herts & Middlesex Wildlife Trust	31/10/2024	2044	189.00	0.00	189.00	0.00	06/11/2024	1
				<b>Receipt Total</b>	<b>0.00</b>	<b>189.00</b>			<b>Ref: 2044</b>
		31/10/2024	2032	172.50	0.00	172.50	0.00	06/11/2024	1
				<b>Receipt Total</b>	<b>0.00</b>	<b>172.50</b>			<b>Ref: 2032</b>
		31/10/2024	2040	161.00	0.00	161.00	0.00	06/11/2024	1
				<b>Receipt Total</b>	<b>0.00</b>	<b>161.00</b>			<b>Ref: 2040</b>
		31/10/2024	2038	207.00	0.00	207.00	0.00	07/11/2024	1
				<b>Receipt Total</b>	<b>0.00</b>	<b>207.00</b>			<b>Ref: 2038</b>
		13/11/2024	2045	66.00	0.00	66.00	0.00	13/11/2024	1
				<b>Receipt Total</b>	<b>0.00</b>	<b>66.00</b>			<b>Ref: 2045</b>
LATIN MOVE	Latin Moves Dance Fitness	31/10/2024	2036	115.00	0.00	115.00	0.00	14/11/2024	1
				<b>Receipt Total</b>	<b>0.00</b>	<b>115.00</b>			<b>Ref: 2036</b>
		30/09/2024	2023	161.00	0.00	161.00	0.00	19/11/2024	1
				<b>Receipt Total</b>	<b>0.00</b>	<b>161.00</b>			<b>Ref: 2023</b>

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## List of Receipts Entered for Month 8

A/c Code	Name	Invoice Date	Invoice No	Amount Due	Discount	Amount Paid	Balance	Date Paid	- Led
		25/11/2024	2046	147.00	0.00	147.00	0.00	25/11/2024	1
				<b>Receipt Total</b>	<b>0.00</b>	<b>147.00</b>			<b>Ref: 2046</b>
		31/10/2024	2033	77.00	0.00	77.00	0.00	04/11/2024	1
				<b>Receipt Total</b>	<b>0.00</b>	<b>77.00</b>			<b>Ref: 2033</b>
		31/10/2024	2037	92.00	0.00	92.00	0.00	04/11/2024	1
				<b>Receipt Total</b>	<b>0.00</b>	<b>92.00</b>			<b>Ref: 2037</b>
FLEXERCISE	Flexercise								
		31/10/2024	2041	69.00	0.00	69.00	0.00	04/11/2024	1
				<b>Receipt Total</b>	<b>0.00</b>	<b>69.00</b>			<b>Ref: 2041</b>
		31/10/2024	2035	161.00	0.00	161.00	0.00	05/11/2024	1
				<b>Receipt Total</b>	<b>0.00</b>	<b>161.00</b>			<b>Ref: 2035</b>
ST ALBANS	St Albans & District Food Bank								
		31/10/2024	2042	168.00	0.00	168.00	0.00	04/11/2024	1
				<b>Receipt Total</b>	<b>0.00</b>	<b>168.00</b>			<b>Ref: 2042</b>
				<b>Total Receipts Entered for Month 8</b>	<b>0.00</b>	<b>2,975.75</b>			