



# TUTBURY PARISH COUNCIL

Minutes of a meeting of Tutbury Parish Council  
in Tutbury Village Hall held on Monday 15<sup>th</sup> July  
2024 at 7.00 p.m.

Present Chair Cllr F Crossley  
Vice Chair Cllr. D. Morris  
Cllr D Bull  
Cllr L Crossley  
Cllr. M. Upton  
Cllr. P Steadman  
Cllr. K. England  
Cllr A Hall  
Cllr C Dodds  
Cllr. C. Smedley (Borough Cllr and Parish Cllr)

Also present: Mrs K. Duffill – Parish Clerk  
Chris Archer Staffordshire County Flood Officer,  
Cllr P White Staffordshire County Council)

Members of the Public 6

## **07/2024 1.0 Apologies for absence**

Cllr T Adams – Personal Commitment

## **07/2024 2.0 Minutes**

### RESOLVED

Members confirmed the minutes of the Meeting were accurate.  
Tutbury Parish Full Council, 17<sup>th</sup> June 2024  
Planning committee 8<sup>th</sup> July 2024  
Open Space Committee 8th July 2024

Cllrs voted in favour they were approved.

## **07/2024 3.0 Declarations of Interest**

Cllr F Crossley declared an interest, regarding the local grant application. He was an allotment holder. Members accepted he could remain in the room but not vote.

Cllr P Steadman was due a reimbursement for flags that was agreed in the budget so would not authorise accounts for payment.

## **07/2024 4.0 To adjourn the meeting for the Borough and County Councillor report including a flooding update.**

- Cllr P White introduced Chris Archer, Staffordshire County Council Flood Officer, who presented the findings from the flood report following the flooding in Tutbury on 8th July 2023. The report, conducted under Section 19 of the Flood and Water Management Act, aims to identify risks and actions. Covering a 77-hectare catchment area of Tutbury, the report included investigations from Severn Trent, the Environment Agency, and an analysis of weather conditions. Diagrams and maps demonstrated the drainage system.

### **Findings:**

- The capacity of drains was overloaded, causing significant flooding on Bridge Street, Cornmill Lane, and Duke Street.
- The flood was due to a high level of rainfall in a short period, recorded as a one-in-50-year occurrence.
- The drainage system was functional but not designed to handle such a volume of water in a short time.
- Severn Trent and County Highways reviewed and jetted 143 drains to increase efficiency.
- One drain was blocked near the Leopard, and six drains had high silt levels but remained functional. Typically, drains are cleaned every three years.
- The capacity of the mill fleam was adequate but needs a review regarding its ability to carry floodwater to the river.

### **Actions:**

- The blocked culvert in Cornmill Lane remains outstanding. Drains obstructed by parked cars were not jetted. Outstanding drains will be cleared after road surface dressing has settled.
- The Environment Agency will conduct a maintenance review of the mill fleam. County officers will ensure this action is completed.
- The frequency of maintenance and monitoring of gullies will be reviewed. There is potential for installing automatic monitoring systems to alert the Flood Team at the County Council when high silt levels are detected.
- The Flood Resistance Scheme may offer property protection with flood doors and air vent covers, but there is no current funding. This will be reviewed as opportunities arise.
- The report will be emailed upon request and shared with the Parish Council.

### **Members' Comments:**

- A member raised concerns about flooding on Bridge Street near the mill fleam and water flow from the bypass. Concerns included the valve in the mill fleam for overflow. County officers noted to investigate.
- Members requested more protection for individual properties and asked about the likelihood of future flooding.
- Members suggested that the mill fleam was in poor repair and recommended dredging. County officers indicated that following a review, the Environment Agency could be invited to a Parish Council meeting to share findings.

## **07/2024 5.0 Public Participation**

4.1 Members of the public raised several questions regarding the flooding update provided by the County Council. The topics of interest included:

- Concerns were raised about the clearing of drains on Bridge Street and Castle Street and the associated flooding in these areas. County Council officers acknowledged these issues and noted the locations.
- Questions were asked about whether drains would be cleared after the surface dressing of the roads. County officers confirmed that this would be done as part of the normal procedure, along with line marking.
- There were concerns about whether the new houses on Burton Road would produce more surface water, increasing water flow to the lowest part of the village. County officers assured that the new housing developments have sustainable drainage systems, making it unlikely that they have caused an increase in surface water.
- Residents inquired about the availability of flood prevention measures for individual properties. County officers explained that due to a high number of parishes affected by flooding, there is a backlog in the system for funding grants and flood prevention services. However, when funding becomes available, affected houses would be eligible for domestic flood prevention measures similar to those implemented in Rolleston. Unfortunately, this would not be imminent.

Cllr L Crossley left the meeting, along with the public.

## **07/2024 5.0 To adjourn the meeting for the Borough and County Councillor report.**

### **4.2 Borough Cllr C. Smedley Reported**

- A paint recycling scheme has been introduced at Uttoxeter Waste Centre, allowing the public to donate half-tins of paint for reuse.
- A conservation officer has been appointed for three days a week.

### **4.3 County Cllr P White Reported**

- The paint recycling scheme is part of a Staffordshire County initiative and will be rolled out in Burton in the future.
- The road surfacing initiative is a third of the way through, ensuring that all roads in Tutbury will be resurfaced. There will be a break in the winter months. Resurfacing work is planned for areas of Burton, including Guild Street and Swadlincote Junction at Burton Bridge, which will cause disruption over the school holidays. Horninglow Road and Dover Road will also be resurfaced.
- Burton Library will be refurbished, and during this time, limited services will be offered from the café area. There will be no room to browse books. Once completed, the café area will also be refurbished.
- A blocked culvert and pothole repairs are planned for Cornmill Lane, which may result in a temporary road closure.

### **4.5 Clerk's Comments**

- The clerk raised concerns about the outstanding licence to plant for a planned bench on High Street. Cllr P White will escalate this issue.

### **4.6 Members' Comments**

- Members raised concerns about excess water on Redhill Lane. There used to be a drainage pond to receive the ditch water carrying excess water from the farmland. Without the pond, reinstating the ditches on Redhill would still not resolve the issue. The County Council will investigate this matter and contact the landowner.
- A member raised concerns about Japanese knotweed spreading across a footpath off Green Lane. Cllr P White will escalate this to Public Rights of Way for potential enforcement of removal.
- The mile marker on Burton Road is considerably overgrown and too much for volunteers to clear. Cllr P White will request the newly appointed Neighbourhood Highways Team to clear this and investigate ongoing maintenance. The area along Burton Road is significantly overgrown. The Tutbury Sign is obscured.

## **07/2024 6.0 To reopen the meeting to receive the Clerk's Report including correspondence.**

### **6.1 Clerk Reported:**

#### **6.1 Richard Wakefield School Summer Fete Success**

A letter of gratitude was received from the Richard Wakefield C.E. Primary Academy's Parent-Teacher Association (PTA) for the generous grant funding provided by the Parish Council. The grant significantly helped cover the expenses of organizing the summer fete, which was a tremendous success. The event raised £3,200, which will be used to acquire educational resources for the students. The PTA also provided a summary of their accomplishments over the past year, highlighting the positive impact of the Parish Council's support.

## **6.2 GP Appointment Service**

In response to concerns about the GP appointment service, the Parish Council has been invited to the Tutbury Practice Patient Forum meeting on Wednesday, 17th July, from 6:30 pm to 8:30 pm in the Village Hall. The meeting will include an update and discussion on the new appointment system. Councillors will have the opportunity to hear updates, receive patient feedback, and ask questions. A couple of members have agreed to attend.

## **6.3 Speed Watch**

The Speed Watch initiative has been halted due to a lack of volunteers. Although the sites are approved, only one volunteer remains, making it impossible to conduct speed checks.

# **07/2024 7.0 To receive the Chair's Report**

7.1 The Patient Forum quiz has been advertised on the council website.

## **7.2**

- A site meeting outside the chemist was held with contractors, Trent and Dove Housing, the council clerk, and members, regarding the installation of a bench on High Street.
- The contractors have secured a licence to dig, and the legs of the bench will be sunk into the tarmac to ensure it is level.
- The licence to plant the bench is still outstanding, but the contractors are prepared to install it in a couple of weeks.
- County Cllr P White agreed to escalate this issue.

## **7.3 Dog Fouling Campaign**

- The chair proposed putting up dog fouling posters in bus shelters. Members supported this initiative.
- Spray paint was issued to members to mark any detected dog fouling.
- The clerk was tasked with ordering the posters.

## **7.5 Parish Council Email Addresses**

- The chair enquired if members had installed the new parish council email addresses on their devices, following the clerk distributing contact information of the website supplier for assistance.
- Members had not yet actioned this.
- The clerk reminded them of the importance of setting up their new email addresses.

## 8.0 To receive a report from Village Vision working party questionnaire feedback

### 8.1 Cllr C Dodds reported:

#### 8.1 Summary of Responses

- **Response Rate:** A total of 240 responses were received, with 100 being paper copies.
- **Demographics:** It was noted that the inclusion of demographics in the questionnaire would have been beneficial. It is believed that older residents tended to use the paper format, while younger residents completed the survey online.
- Some responses were incomplete, particularly in the ranking questions, and those that required more text in the responses. Future questionnaires may benefit from making certain questions mandatory. On average it took 15 minutes to complete.

#### 8.2 Acknowledgements

- Cllr Dodds thanked the clerk for creating the electronic version of the questionnaire.
- **Volunteer Information:** 49 email addresses were collected from individuals interested in volunteering for parish council initiatives. The clerk has sent an email to these respondents regarding the Speed Watch initiative.

#### 8.3 Key Findings

- The front page of the questionnaire, which provided information about the council, was retained from the paper versions and found to be useful by some respondents.
- **Highways Issues:** Speeding, pot holes and flooding were highlighted as significant infrastructure issues.
- **Bus Shelter Priority:** Only 4% of respondents indicated that a bus shelter was a high priority.
- **Information Sources:**

- 71% of respondents used Facebook and social media as their main source of information about parish matters.
- 4% relied on the village news.
- 25% requested a parish council newsletter for information.
- Requests were noted for more notice boards and community information. The chair distributed a photograph of a noticeboard installed into the bus shelter at Anslow. This was used as a community reference point. The clerk had provided examples of potential noticeboards. A covered noticeboard was more expensive around £500 for a large one and more basic flame resistant boards were less expensive at around £100. Members agreed to add this to the next agenda for further discussion and resolution.

#### 8.4 Loneliness

- **Key Issue:** Loneliness was identified as a significant concern.
- County Cllr P White expressed interest in more information on this issue and suggested that the County Council might be able to assist with initiatives that could be adapted for Tutbury.

#### 8.5 Market Stall Feedback

- Attending the Tutbury Market stall allowed the council to receive verbal feedback and boost responses by distributing paper copies and offering prize incentives.
- Members agreed that the response rate was very good.

#### 8.6 Future Improvements

- **Annual Questionnaire:** If the parish council decides to conduct this survey annually, improvements could be made based on the learnings from this year's feedback process.

## 9.0 To receive a budget update

9.1 The clerk distributed a budget update, and a reserve balance report. This is a quarterly requirement set out in the financial regulations.

#### 9.2 Members questions

- A member enquired why there was no reserve allocated for purchasing new planters for the High Street. This money had been reallocated and identified as a low priority. The reserves had depleted in the last few years and this was one measure to counter the effect. The clerk suggested that the reserves were reviewed again when the new priorities were agreed following the questionnaire.

## 07/2024 10.0 To receive Ward enhancement grant application updates

### 10.1 Civic Society and Village Improvements

- **Fingerposts:** The Civic Society has agreed on locations for fingerposts around the village. Quotes are being obtained, and planning permission is being sought.
- **Historical Route:** The museum has established a historical route around the village, featuring sites of significant interest. A website can be created, and QR codes can be added at minimal cost.

### 10.2 Tutbury Tigers Improvements

- **Playing Fields' Driveway:** Members met with the Tutbury Tigers, who are investigating improvements to the playing fields' driveway. A quote of £50,000 has been received.
- **Further Action:** The chair recommended that, due to changes in the application process, the parish council proceed with obtaining more quotes and completing the application.

### 10.3 Hedge Removal

A member suggested removing the hedge along Cornmill Lane to provide more space on the pavement for mobility scooters, wheelchairs, and pushchairs

## 07/2024 11. 0 To consider and approve purchase and installation of cigarette butt bins on High St and Duke St Bus shelters

11.1 The clerk had distributed some cigarette butt bin information after receiving a request from the street cleaning contractor to install them on the High Street.

- **High Street Bins:** The new bins installed on High Street are equipped with cigarette butt trays at the top. However, no new bins have been placed on the bus shelter side of the road. The existing bin next to the bus shelter is an old-style bin.
- **Duke Street Bin:** The bin outside the bus shelter on Duke Street, another area with significant cigarette butt litter, is damaged. The Borough Council has agreed to replace it with a new style bin that includes a cigarette butt tray.
- **Cost:** Purchasing a new bin like those on High Street would cost approximately £700.



## **Resolution**

- Members voted to purchase a wall-mounted cigarette butt bin and install it on the outside of the High Street bus shelter. The street contractor will be responsible for emptying it.

## **07/2024 12.0 To consider and approve the next steps to repair the church wall.**

### 12.1 Inspection Report

The Chair reported that a response had been received from the Lichfield Diocese regarding the quinquennial inspection of the church. The outstanding inspection from March is pending completion.

The Parish Council would like to meet with the inspector during this visit to obtain advice on the necessary steps to repair the church wall.

**12.2 Scheduled Meeting:** A working party meeting with the church has been arranged for Monday, 22nd July. The agenda includes discussion of the church wall repair, the ward enhancement application, and the walled vaults in the churchyard.

The Parish Council will seek additional advice during this meeting.

## **07/2024 13.0 To approve Accounts for Payment for July and August.**

13.1 Direct debits and standing orders have been set up and payments have been made for salary related payments.

**13.2** Supplier contractual payments were due for July and August

### **Resolution:**

- Members voted in favour of approving monthly payments

## **07/2024 14.0 To consider and approve a grant application for an additional Defibrillator in Fauld.**

### 14.1 Clerk Reported:

- External Defibrillator (AED) Fund is offering £1 million in government funding to support the purchase of life-saving defibrillators for community spaces, such as town halls, local parks, and post offices.
- **Details:**

- **Funding Available:** 2,000 AEDs will be distributed across England during 2023-2024.
- **Eligibility:** The fund is open to any organization in England that is not eligible for the current Department of Education AED programme.
- **Application Period:**
  - **Opening Date:** 22 September 2023, 12:01 am
  - **Closing Date:** 21 September 2024, 11:59 pm

The Parish Council may consider applying for this funding to enhance community safety at Fauld.

### **14.3 Members Suggested:**

Installing a defibrillator on the industrial estate and contacting a local business to host the defib outside and to carry out the monthly checks.

### **Resolution:**

- Members voted to approach a local business and apply for the grant if permission is granted. The clerk will contact the defibrillator co-ordinator for further advice.

## **07/2024 15. 0 To consider and approve the installation of CCTV at the changing rooms.**

15.1 Members of the open space committee have met with Tutbury Tigers representatives They wanted to mount the CCTV on an 8m pole. However. planning permission is required for this. The clerk advised data protection policies and precautions would also be required. Tutbury Tigers are reconsidering this.

## **70/2024 16. 0 To consider and approve date for parish council surgery.**

16.1 Following a suggestion from the previous meeting that parish council surgeries could be held in the village hall at the same time as the Trent and Dove engagement coffee connect morning. The clerk has sought permission for the parish council to attend. The next scheduled date is 22<sup>nd</sup> October 2024 10.30am to 1pm

16.2 The previous parish council surgery was held at the church from 10.30 to 12pm. The next proposed date was September 14<sup>th</sup>, 2024 at the same time.

### **Resolution:**

- Members voted in favour of attending both proposed dates,

- Cllr Smedley would attend the village hall surgery
- Cllrs D Bull and F Crosley would attend the church surgery.

## **07/2024. 17. 0 To consider and approve secure storage for Parish Council regalia**

### **17.1 The Clerk reported**

Several silver trophies, previously awarded at annual sporting competitions, are currently stored by the council . The purchase value of these items is approximately £2000. To protect these assets, the Clerk suggested the need for more secure storage. The Clerk's report outlined several safe options for purchase, with costs around £500 for consideration.

### **17.2 Members suggested.**

A member proposed that the trophies would be more valuable if the relevant sporting clubs could use them and award them in future competitions.

It was noted that the trophies would be better displayed in a secure display cabinet for the public to view.

### **Resolution**

The chair would enquire if Tutbury museum would be interested if the trophies were gifted to them to display.

## **07/2024 18.0 To consider and approve grants from local organisations.**

Cllr CF Crossley did not vote on this item,

18.1 A grant request was received from the Allotment Association for the Annual Flower and Vegetable Show held at Tutbury Club on August 24th, 2024. Financial assistance of £120 was sought to contribute towards the costs of children's and judges' prizes. The grant was awarded in the previous financial year. The event also generated proceeds that contributed to a donation to the air ambulance.

### **Resolution**

A unanimous vote was taken in favour to award the grant of £120 to the Allotment Association.

## **07/2024 19.0 Items for the Next Agenda**

19.1

- Report from Staffing committee
- Ward enhancement scheme
- Church wall
- Report from Village Vision working party
- Reduction of the speed limit through Fauld.
- Speed Watch
- Installation of village notice board.

### **07/2024. 20.0 Dates of Next Meetings**

- Open space Committee Charity House, Duke St 9<sup>th</sup> September
- Planning Committee Charity House, Duke St 9<sup>th</sup> September
- Full Parish Council 16<sup>th</sup> September 2024 Village Hall.

# Tutbury Parish Council

9 July 2024 (2024-2025)

## Detailed Budget Summary

All Cost Centres and Codes (Between 01/07/2024 and 31/03/2025)

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
Administration		Receipts		Payments		Receipts				Payments				Receipts	Payments
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
7	Clerk's Salary			13,000.00	13,577.43					14,500.00	3,424.86		3,424.86		
8	Clerk's Expenses			372.00	362.00					380.00	78.00		78.00		
10	Employer's National In			2,000.00	1,362.16					1,350.00	310.05		310.05		
11	Employees Pension			2,100.00	2,083.44					2,200.00	520.86		520.86		
12	Pension			4,000.00	3,951.23					4,040.00	947.58		947.58		
13	Clerk's Overtime			450.00						500.00					
14	Insurance			1,735.00	1,942.06					1,800.00					
15	Stationery			100.00	9.64					120.00	27.48		27.48		
16	Advertisements/Printir			1,000.00	50.74					1,000.00	481.11		481.11		
17	Printing/Photocopying														
18	Hire of Premises			750.00	594.00					770.00	150.00		150.00		
19	Audit Charges			455.00	664.90					600.00	183.40		183.40		
20	Bank Charges/Legal F														
21	Subscriptions			800.00	798.07					900.00	831.50		831.50		
22	Publications			100.00						100.00					
23	Cllr's Expenses				10.00					100.00	15.00		15.00		
24	Cllr Training			550.00	330.00					300.00	30.00		30.00		
25	Clerk's Training			250.00	62.68					250.00					
26	IT Maintenance/Websi			1,200.00	834.99					300.00	70.99		70.99		
27	Accounts Software			300.00	345.60					500.00					
28	Neighbourhood Develo														
64	Refund						1,444.68		1,444.68						
68	Payroll Service				498.33						146.40		146.40		
<b>SUB TOTAL</b>				<b>29,162.00</b>	<b>27,477.27</b>		<b>1,444.68</b>		<b>1,444.68</b>	<b>29,710.00</b>	<b>7,217.23</b>		<b>7,217.23</b>		

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9 July 2024 (2024-2025)

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		Last Year 2023-2024				Current Year 2024-2025				Next Year					
		Receipts		Payments		Receipts		Payments		Receipts	Payments				
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
63	Street furniture				415.17										
66	IT Equipment														
<b>SUB TOTAL</b>					<b>415.17</b>										

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
		Receipts		Payments		Receipts		Payments		Receipts	Payments				
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
52	Admin Contingency			550.80	550.80										
53	TOSCA/Community Pl														
54	Election			5,032.24	5,032.24										
57	Tutbury Community su														
58	Planter purchase														
59	Earmarked Road safe														
60	Playing fields equipme														
61	Footpath Developmen														
65	CChurch wall mainten			500.00	500.00										
<b>SUB TOTAL</b>				<b>6,083.04</b>	<b>6,083.04</b>										

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
		Receipts		Payments		Receipts		Payments		Receipts	Payments				
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
29	Street & Bus Shelter C			4,600.00	3,895.99					6,000.00	1,430.00		1,430.00		
30	Bus Shelter Maintenar			6,000.00	5,025.00					3,000.00					

# Tutbury Parish Council

## Detailed Budget Summary

All Cost Centres and Codes (Between 01/07/2024 and 31/03/2025)

31	Rights of Way Mainter	400.00	350.00	2,000.00	50.00	50.00
32	Planter Maintenance	1,600.00	1,564.00	1,800.00		
<b>SUB TOTAL</b>		<b>12,600.00</b>	<b>10,834.99</b>	<b>12,800.00</b>	<b>1,480.00</b>	<b>1,480.00</b>

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
Income		Receipts		Payments		Receipts		Payments		Receipts	Payments				
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
1	Precept	48,624.72	48,624.72			73,396.53	37,698.77		37,698.77						
2	ESBC Tax Support	2,001.00	2,001.00			2,001.00									
3	Interest	120.00	231.55			132.00	71.31		71.31						
4	Playing Fields Charge														
5	Other Grants/Donator						2,722.00		2,722.00						
6	VAT Reclaim														
<b>SUB TOTAL</b>		<b>50,745.72</b>	<b>50,857.27</b>			<b>75,529.53</b>	<b>40,492.08</b>		<b>40,492.08</b>						

		Last Year 2023-2024				Current Year 2024-2025				Next Year					
Parks & Open Spaces		Receipts		Payments		Receipts		Payments		Receipts	Payments				
Code	Title	Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Actual	Forecast	Total	Budget	Budget
33	Playing Fields Rents			1,300.00	1,235.00	1,430.00	250.00		250.00				250.00		
34	Playing Field Maintenance			5,500.00	4,922.96	1,000.00	2,721.81		2,721.81				2,721.81		
35	Playing Fields Mowing			2,400.00	2,170.00	2,700.00	310.00		310.00				310.00		
36	Changing Room Maintenance			4,000.00	2,216.53	1,000.00	136.00		136.00				136.00		
37	Deliberator maintenance					1,000.00	63.81		63.81				63.81		
38	Changing Room Power			2,100.00	1,598.24	1,500.00	289.93		289.93				289.93		
39	Closed Church Yard M			1,600.00	1,137.50	1,760.00	162.50		162.50				162.50		
40	Churchyard Maintenance			3,000.00	2,160.00	3,000.00									
41	Elm Lane			200.00	144.78	220.00									

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42	Triangle Maintenance	200.00	65.00	250.00		
67	Parks and Open Spac	1,000.00	250.00	1,100.00		
<b>SUB TOTAL</b>		<b>21,300.00</b>	<b>15,900.01</b>	<b>14,960.00</b>	<b>3,934.05</b>	<b>3,934.05</b>

### Section

#### Charities & 137

Code	Title	Last Year 2023-2024				Current Year 2024-2025				Next Year				
		Receipts		Payments		Receipts		Payments		Receipts	Payments			
		Budget	Actual	Budget	Actual	Budget	Actual	Forecast	Total	Budget	Budget			
43	Grants			3,000.00	570.00					3,000.00	500.00		500.00	
44	Flower & Bulb Planting													
45	Christmas Decorations			300.00						300.00				
46	Tutbury Events/Comm			600.00	6.47					500.00	28.80		28.80	
47	Remembrance Day			500.00	446.98					500.00				
48	Town Twinning LGA 19													
51	Best Kept Village													
62	Flag Brackets and Pol			2,600.00						2,800.00				
<b>SUB TOTAL</b>				<b>7,000.00</b>	<b>1,023.45</b>					<b>7,100.00</b>	<b>528.80</b>		<b>528.80</b>	

### Summary

<b>TOTAL</b>	<b>50,745.72</b>	<b>50,857.27</b>	<b>76,145.04</b>	<b>61,733.93</b>	<b>75,529.53</b>	<b>41,936.76</b>	<b>41,936.76</b>	<b>64,570.00</b>	<b>13,160.08</b>	<b>13,160.08</b>
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## Tutbury Parish Council

Prepared by: \_\_\_\_\_  
*Name and Role (Clerk/RFO etc)*

Date: \_\_\_\_\_

Approved by: \_\_\_\_\_  
*Name and Role (RFO/Chair of Finance etc)*

Date: \_\_\_\_\_

	<b>Bank Reconciliation at 30/06/2024</b>		
	Cash in Hand 01/04/2024		38,750.75
	<b>ADD</b> Receipts 01/04/2024 - 30/06/2024		41,936.76
			80,687.51
	<b>SUBTRACT</b> Payments 01/04/2024 - 30/06/2024		13,734.34
<b>A</b>	<b>Cash in Hand 30/06/2024</b> (per Cash Book)		<b>66,953.17</b>
	Cash in hand per Bank Statements		
	Petty Cash	28/02/2023	0.00
	Current Account	30/06/2024	47,626.67
	Business Instant Account	30/06/2024	19,379.16
	Business Burial Account	30/06/2024	2,669.15
			<b>69,674.98</b>
	Less unrepresented payments		2,721.81
			66,953.17
	Plus unrepresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>66,953.17</b>
	<b>A = B Checks out OK</b>		

**Tutbury Parish Council**  
**Reserves Balance**  
**2024-2025**

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
<b>Capital</b>					
Street Furniture	1,584.83				1,584.83
<b>Total Capital</b>	<b>1,584.83</b>				<b>1,584.83</b>
<b>Earmarked</b>					
Laptop					0.00
Election	-32.24				-32.24
Road Safety					0.00
Playing Field equipment					0.00
TOSCA community pledge	2,000.00				2,000.00
Tutbury Community Fund	3,500.00				3,500.00
Parking project					0.00
Footpath Development	1,000.00				1,000.00
Admin Contingency	14,140.42	7,000.00			21,140.42
Church wall maintenance	9,500.00				9,500.00
Planter purchase					0.00
<b>Total Earmarked</b>	<b>30,108.18</b>	<b>7,000.00</b>			<b>37,108.18</b>
<b>TOTAL RESERVE</b>	<b>31,693.01</b>	<b>7,000.00</b>			<b>38,693.01</b>
<b>GENERAL FUND</b>					24,510.07
<b>TOTAL FUNDS</b>					63,203.08

Vou	Date	Description	Supplier	Net	VAT	Total	
53	17/07/2023	Clerks Expenses	Karen Duffill	26.00	0.00	26.00	
51	17/07/2023	Clerks Salary	Karen Duffill	1,065.65	0.00	1,065.65	1,091.65
52	17/07/2023	Clerks Employer Pension	Staffordshire County Pensis	310.08	0.00	310.08	
55	17/07/2023	Employee Pension Contribution	Staffordshire County Pensis	169.33	0.00	169.33	479.41
54	17/07/2023	National Insurance	HMRC	94.84	0.00	94.84	
47	17/07/2023	Legionella Control	Sterilizing Services Ltd	36.00	7.20	43.20	
56	17/07/2023	Street cleaning and maintenance	M Guest	583.92	0.00	583.92	
57	17/07/2023	Footpath	RB Landscaping	50.00	10.00	60.00	
57	17/07/2023	Churchyard Mowing	RB Landscaping	162.50	32.50	195.00	
57	17/07/2023	Playing Field Mowing	RB Landscaping	310.00	62.00	372.00	627.00
61	23/06/2023	Internal Audit	Topliss Associates	149.9	29.88	179.88	
<b>TOTAL</b>						<b>3,099.90</b>	

#### Direct Debits

48	29/06/2023	Changing Room Gas Supply	Opus Energy	62.03	3.10	65.13	
49	17/07/2023	Changing Room Electricity	Opus Energy	16.77	0.84	17.61	
59	22/06/2023	Changing Rooms Water Supply	Source for Business (Pennis)	28.00	0.00	28.00	

#### Card Payments

50	28/06/2023	subscription	CPRE	36.00	0.00	36.00	
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