



**PATCHWAY TOWN COUNCIL**  
Callicroft House, Patchway, Bristol, BS34 5DQ  
[www.patchwaytowncouncil.gov.uk](http://www.patchwaytowncouncil.gov.uk)

Thursday 5<sup>th</sup> October 2023

Dear Cllr Dayley Lawrence, Cllr Patrick Cottrell, Cllr Ken Dando, Cllr Natalie Field, Cllr Daniel Fry, Cllr Eric Gordon, Cllr Jenny James, Cllr Pete Knight, Cllr Roger Loveridge, Cllr Elaine Martin, Cllr Angela Morey, Cllr Sam Scott, Cllr Toni Scott, Cllr Isobel Walker and Cllr Roland Walker.

You are summoned to attend the Meeting of Patchway Town Council on Tuesday 10<sup>th</sup> October 2023 at 7pm at Callicroft House, Patchway and the agenda is provided below.

Yours sincerely,

**Jack Turner** BA.Hons. Cert.CILCA. PSLCC.  
Locum Town Clerk

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### AGENDA

1. To receive questions from the members of the public present, with respect to business on the agenda in accordance with Standing Order 4E.
2. To receive any apologies for absence.
3. To receive any Declarations of Interest and to approve any dispensations for this meeting.
4. To approve the minutes of the Meeting of Patchway Town Council held on Tuesday 19<sup>th</sup> September 2023 and to receive the Clerk/RFO's report for this meeting.
5. To note any decisions made under the scheme of delegation or delegated authority, under Financial Regulations for September 2023.
6. To note the minutes of the Finance Committee Meeting held on Tuesday 3<sup>rd</sup> October 2023 and to approve the following recommendations:
  - a) To approve that Patchway Town Council moves to the next stage of the formal budget setting process for the 2024/2025 financial year.
7. To note the minutes of the Parks, Open Spaces, Planning and Transport Committee Meeting held on Tuesday 3<sup>rd</sup> October 2023.

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8. Patchway Town Council Finance.
  - a) To approve the expenditure report for October 2023.
  - b) To note the bank reconciliation, bank statements, income, expenditure and monthly summary of account reports for July, August and September 2023.
  - c) To note the outline budget for the 2024/2025 Financial Year.
  - d) To consider the hire charges for the 2024/2025 Financial Year for all Patchway Town Council facilities.
9. To note the External Auditor's report for the financial year ending March 2023 and to action any recommendations from this report.
10. To consider the quotation report in relation to payroll services for Patchway Town Council.
11. To consider the quotation report in relation to electric monitoring devices at Norman Scott Park Pavilion.
12. To consider the recommendation report from the Grants Working Party.
13. To adopt the following unchanged policies:
  - a) Statement of Training Intent.
  - b) Staff Appraisal Scheme.
14. To consider a proposal from local community artist, Katie Hanning, in relation to any Patchway Town Council land that could be used as an 'Creative Arts Space'.
15. To consider a proposal from YPB Events LTD for a half marathon and 10k in Patchway and the surrounding areas in 2024.
16. [To consider Patchway Town Council's response to South Gloucestershire Council's consultation on 'One Stop Shops'. \(Click on the agenda item to view the consultation\).](#)
17. [To consider Patchway Town Council's response to South Gloucestershire Council's consultation on 'Polling districts and polling places'. \(Click on the agenda item to view the consultation\)](#)

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18. To note the outcome of the consultation from South Gloucestershire Council on a 'Waiting Restriction Review for Patchway'.
19. To receive any reports from South Gloucestershire Councillors, Local Organisations or Working Groups.
  - a) South Gloucestershire Councillors report on items relating to Patchway.
  - b) Patchway Town Council Events.
  - c) Patchway Remembrance Day Parade and Service.
  - d) Patchway Town Council's Three-Year Plan.
  - e) Friends of Patchway Twinning Group.
  - f) Monthly Town Council News delivery scheme.
  - g) Patchway Community Hub – Monthly review.
  - h) Almondsbury Joint Burial Committee.
  - i) Youth Work Working Group.
  - j) Patchway PN Meeting.
  - k) Town and Parish Council Forum.
  - l) South Gloucestershire Council's autumn engagement programme.
  - m) Changes to local bus services in Patchway.
  - n) Alderman Scott Awards.
20. To note the date of the next Meeting of Patchway Town Council will be held on Tuesday 21<sup>st</sup> November 2023 at 7pm at Callicroft House.
21. **To resolve that in accordance with the provision of Schedule 12A of the Local Government Act 1972, Section 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations, the public and press be excluded during consideration of the following agenda items.**
22. To consider if Patchway Town Council wishes to review the License Agreement for the Norman Scott Park Café and if yes, the steps required to achieve this.
23. To receive the Locum Clerk's notice to end contract from January 2024.
24. To receive an update on the recruitment of a permanent Town Clerk.
25. To consider the recommendation, from the Personnel Committee meeting held on Thursday 14<sup>th</sup> September 2023, that an advert for an Assistant Clerk be placed following a review of Town Clerk applications in a months' time.

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26. To receive a nomination for the role of Honorary Freeman of Patchway and any actions required with regards to the presentation of this award.

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## PATCHWAY TOWN COUNCIL

### Minutes of the Meeting of Patchway Town Council held on the Tuesday 19<sup>th</sup> September 2023 at 19:00 at Callicroft House, Patchway.

<b>Councillors:</b>	Cllr S Scott (Chairman), Cllr J James, Cllr P Knight, Cllr R Loveridge, Cllr D Fry, Cllr I Walker, Cllr R Walker, Cllr N Field, Cllr A Morey and Cllr K Dando.
<b>In attendance:</b>	J Turner (Locum Clerk) and J Watkins (Deputy Town Clerk and RFO)
<b>Absent:</b>	Cllr P Cottrell.
<b>Members of the Public:</b>	None.

As the time was 19:00, the Chair, Cllr S Scott called the meeting to order and informed all participants that the meeting would be recorded in line with The Openness of Local Government Regulations 2014 (SI2014/2095) and Patchway Town Council's protocol on the filming and recording of Town Council, Committee and Sub- Committee meetings.

#### **19/09/2023 - No 1. To receive questions from members of the public present.**

None received.

#### **19/09/2023 - No 2. To receive any apologies for absence.**

The Council noted apologies from Cllr D Lawrence (holiday), Cllr E Martin (sickness), Cllr E Gordon (sickness) and Cllr T Scott (sickness).

#### **19/09/2023 - No 3. To receive any declarations of interest and to consider any requests for dispensations for this meeting.**

The Chairman stated that any member having a disclosable pecuniary interest in a matter to be discussed should declare it during the meeting as specified in the Code of Conduct required by the Localism Act 2011 Section 27 and should leave the room while the matter was discussed.

Cllr S Scott declared an interest in item 8.

Cllrs K Dando and D Fry declared their interest in item

#### **19/09/2023 - No 4. To approve the minutes of the meeting of Patchway Town Council held on Tuesday 18<sup>th</sup> July 2023 and to receive the Clerk/RFO's report for this meeting.**

**RESOLVED:** It was agreed by a majority, with two abstentions, to approve the minutes as a true and accurate record.

#### **19/09/2023 - No 5. To approve the minutes of the meeting of Patchway Town Council held on Tuesday 22<sup>nd</sup> August 2023.**

Cllr R Walker stated that item 3 was inaccurate as no vote had taken place. This was proposed and seconded as an amendment.

**RESOLVED:** It was agreed by a majority with two abstentions to redact the minutes in line with good practice.

#### **19/09/2023 - No 6. To approve the expenditure report for September and authorise payments.**

Councillors noted that there was no payment schedule for August as payments had been made under delegated authority, under Financial Regulations. The members noted the report, which the RFO showed to the meeting. The Deputy Clerk would make the amendment on the 'Locum Clerk's invoice to remove the word additional. The Council will review the issue with advance payment to the Locum

Clerk and members would seek to remove the full approval of these delegated matters. It was proposed to review at the next meeting.

**RESOLVED:** It was unanimously agreed to review this situation at the next meeting.

**RESOLVED:** It was agreed by a majority, with one abstention, to approve the expenditure report and authorise the payments as below.

Payee	Invoice Detail	Net (cost to council)	VAT	Gross	Our Ref
ATDXtremeClean Ltd	Scott Park Pavilion cleaning - August 2023	£ 240.00	£ -	£ 240.00	09-23-010
Prolific Solutions (South West) Ltd	Photocopier copy charges - August 2023	£ 40.76	£ 8.15	£ 48.91	09-23-011
EDF Energy	Electricity at Blakeney Road Allotments - May - August 2023	£ 211.17	£ 9.06	£ 220.23	09-23-012
Brosch Direct	Heavy Duty Refuse Sacks x 4000	£ 330.00	£ 66.00	£ 396.00	09-23-013
Fleet Line Markers Ltd	Pitch marker for sports pitches	£ 389.80	£ 77.96	£ 467.76	09-23-014
Amazon Business	Mobile phone case and screen cover	£ 9.31	£ 1.87	£ 11.18	09-23-015
GB Leisure & Sport Ltd	Play equipment maintenance tools	£ 224.40	£ 44.88	£ 269.28	09-23-016
Soltech IT Ltd	ICT business support 2/9/23 - 1/12/2023	£ 250.00	£ 50.00	£ 300.00	09-23-017
Select Security Solutions	Annual maintenance of 4G router and CCTV	£ 889.70	£ 177.94	£ 1,067.64	09-23-018
Amazon Business	Floor squeegees for NSP Pavilion changing rooms	£ 32.96	£ 6.60	£ 39.56	09-23-019
DCK Accounting Solutions Ltd	Rialtas Accounting Software training for Deputy Clerk	£ 496.00	£ 99.20	£ 595.20	09-23-020
J&Sons Electrical Services	2 x new lights in Casson Centre (back room)	£ 198.15	£ -	£ 198.15	09-23-021
J&Sons Electrical Services	New RCD fuseboard and cooker installation at Casson Centre	£ 600.00	£ -	£ 600.00	09-23-022
Kadine Sutherland	Cleaning of Casson Centre and Callicroft House - August 2023	£ 300.00	£ -	£ 300.00	09-23-023
Amazon Business	Docking station (refurbished) for Deputy Clerk workstation	£ 49.57	£ 9.92	£ 59.49	09-23-024
GB Leisure & Sport Ltd	Zip Wire Pendulum Seat and Chain replacement	£ 97.00	£ 19.40	£ 116.40	09-23-025
P Fitzsimmons (Dyno Rod) Ltd	Unblocking of Social Club toilets	£ 194.17	£ 38.83	£ 233.00	09-23-026
Amazon Business	Keyboard for Deputy Clerk workstation	£ 15.68	£ 3.14	£ 18.82	09-23-027
Amazon Business	HP monitor (refurbished) for Deputy Clerk workstation	£ 74.99	£ 15.00	£ 89.99	09-23-028
Amazon Business	Post-It Notes x 4 Packs	£ 11.92	£ 2.40	£ 14.32	09-23-029
Amazon Business	Cable ties	£ 5.73	£ 1.15	£ 6.88	09-23-030
Amazon Business	A5 paper x 2 reams	£ 21.58	£ 4.32	£ 25.90	09-23-031
CIA Fire & Security Ltd	3G facilities Annual Security System Contract renewal	£ 1,144.00	£ 228.80	£ 1,372.80	09-23-032
Avon Local Councils Association	Essential Councillor Training for Cllr Dan Fry	£ 40.00	£ -	£ 40.00	09-23-033
Amazon Business	HDMI cable for Deputy Clerk workstation	£ 4.87	£ 0.97	£ 5.84	09-23-034
<b>Total for September Council</b>		<b>£5,871.76</b>	<b>£865.59</b>	<b>£6,737.35</b>	

**19/09/2023 - No 7. To note the External Auditor's report for the financial year ending March 2023 and to action any recommendations from this report.**

The Council noted that the report had not been received and this would be deferred to a future meeting.

**19/09/2023 – No 8. To approve the quotation from preferred supplier, DCK accounting, to carry out payroll services for Patchway Town Council.**

Cllr Sam Scott declared his interest and left the room. Cllr Natalie Field assumed the Chair, with no objections.

The Deputy Clerk and RFO reminded Councillors that it was bad practice that he was running the payroll and also responsible for checking the payroll, in lieu of a permanent Town Clerk. The Council were reminded that they needed to have an internal control check for this issue and this was a potential solution.

**RESOLVED:** It was unanimously agreed to defer this item until more investigation work has been done.

**19/09/2023 – No 9. To consider the motion from Cllr Peter Knight for obtaining quotes on equipment that can monitor electric usage within Norman Scott Park.**

The Chairman invited Cllr P Knight to speak on this matter. Cllr P Knight spoke of a need for analysis on the electric being used and the need to get quotes for this service.

The Deputy Clerk stated that some measures had been made to reduce electric usage in the Norman Scott Park Pavilion and have noticed a decrease of a third in cost (estimated). A quote had been raised by preferred supplier by J & Sons Electrical Services to install a meter in the back-room of the café.

**RESOLVED:** It was unanimously agreed to seek quotes for electricity monitoring devices.

**19/09/2023 – No 10. To consider the motion from Cllr Sam Scott on the proposed changes to Patchway Town Council meeting dates (Full Council only).**

Cllr Sam Scott introduced this item. Currently Charlton Hayes Parish Council hold their meetings on the same day as Patchway Town Council and this was a request to change one or two meeting dates. It

was noted that the October and December meetings at Patchway had already been changed or cancelled due to holiday.

**RESOLVED:** It agreed with five for, one against and four abstentions, to keep to the current meeting calendar.

**19/09/2023 - No 11. To receive any reports from South Gloucestershire Councillors, Local Organisations or Working Groups.**

- a) **South Gloucestershire Councillors report on items relating to Patchway.**  
The Council noted reports from Cllr S Scott and Cllr Isobel Walker on MAF Funding, bicycle repair kits, an update on the active travel grant, the COVID-19 vaccine re-rollout, the home update grant and an update on CIL funding.
- b) **Patchway Town Council Events.**  
The Deputy Clerk provided an update. The Council are nearly at the end of their event cycle for 2023. The Firework event was selling well and on budget. Christmas events will be hosted by Patchway Sports and Social Club and Snack Attacks, with the Council assisting in promoting these. The Scarecrow trail will be run through FACE at the Patchway Youth Centre. Any events for 2024 will be considered when a permanent Clerk is in place.
- c) **Friends of Patchway Twinning Group.**  
The Council noted the update and the successful funding bid to send eight, year 10 students to Gauting for work experience in 2024. Cllr P Knight raised a question about budgeting for Twinning moving forwards and how future exchanges would be funded. The Councillors commented that it was vital that a fair process was taken on the selection of students and the Deputy Clerk would request an email regarding this process to forward onto all Councillors.  
**RESOLVED:** It was unanimously agreed to proceed with the above actions.
- d) **Patchway Community Hub.**  
i. **To consider the scope of this project from September 2023 onwards.**  
The Deputy Clerk raised the fact that Coniston Community Centre are going to keep their 'Warm Space' open through the Autumn and Winter. There was a general consensus to support Coniston Community Centre with their room and to support this for the residents.  
  
Cllr Roland Walker raised the fact that no financial reports had come to Council. The Deputy Clerk stated this was due to the Finance Committee meeting quarterly.  
**RESOLVED:** It was unanimously agreed to have monthly finance papers available at each Council meetings. It was further resolved by a majority, with two abstentions, to support Coniston with their 'warm space' and to keep the Council's community hub under review on a month by month basis.
- e) **Blakeney Road Allotment Society.**  
The Council noted that the new committee had been formed and the office staff had been assisting with the change of leadership on the site. It was agreed to ask for a written update from the new committee for the next meeting.
- f) **Concorde Community Engagement Forum.**  
The Council noted the minutes.

**g) Almondsbury Joint Burial Committee.**

Cllr K Dando provided an update. He confirmed that he had been elected as Chairman of the AJBC. A future agenda item will be raised on the inclusion of Charlton Hayes Parish, as requested by the Clerk of the Cemetery. Cllr K Dando requested that an Extraordinary Meeting will be had to discuss this.

Cllr R Walker proposed that Standing Orders would be suspended to consider this new information and move this to closed session.

**RESOLVED:** It was unanimously agreed to suspend Standing Orders to consider this item and the item would be moved into closed session.

**19/09/2023 - No 12. To note the date of the next Meeting of Patchway Town Council will be held on Tuesday 10<sup>th</sup> October 2023 at 7pm at Callicroft House**

The next meeting date of Tuesday 10<sup>th</sup> October 2023 at 7pm was noted.

**19/09/2023 - No 13. To resolve that in accordance with the provision of Schedule 12A of the Local Government Act 1972, Section 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations, the public and press be excluded during consideration of the following agenda items.**

**RESOLVED:** It was unanimously agreed to exclude the public and the press for the below items.

**19/09/2023 - No 11 G. Almondsbury Joint Burial Committee.**

**RESOLVED:** It was unanimously agreed to confirm that the Council's position would be to class Charlton Hayes as 'out of parish' meaning that residents of Charlton Hayes could not be buried there unless there was a pre-purchased grave available and there was no waiting list for those that were classed as 'in Parish'.

**19/09/2023 - No 14. To consider the request from a resident to install a secure access gate within the boundary of Norman Scott Park.**

**RESOLVED:** It was unanimously agreed to refer this to a site visit to ascertain what works need to be done and how they could be done, subject to the resident granting permission.

**19/09/2023 - No 15. To consider if Patchway Town Council wishes to review the License Agreement for the Norman Scott Park Café and if yes, the steps required to achieve this.**

**RESOLVED:** It was unanimously agreed to defer this to the next meeting to have an overview of the accounts for Quarter 1 and Quarter 2 to make an informed decision. It was noted the importance of making a decision in October, due the timescales involved with the license agreement.

**19/09/2023 - No 16. To carry out the six-monthly review of the situation with Patchway Sports and Social Club.**

The report was noted.

**RESOLVED:** It was agreed by a majority, with two abstentions, that no further action was required due to the new committee turning things around and making it back into an asset for the community.

**19/09/2023 - No 17. To approve the recommendations from the Personnel Committee meeting held on Thursday 14th September 2023.**

- a) **To recommend to Council that an advert for an Assistant Clerk be placed following a review of Town Clerk applications in a months' time.**

**RESOLVED:** It was unanimously agreed to defer this until the next meeting.

- b) **To recommend to Council that Deputy Clerk Jon Watkins probation period as the Council's Responsible Finance Officer is extended for three months.**

J Watkins left the room for this item.



**RESOLVED:** It was unanimously agreed to approve this recommendation after discussion with J Watkins. The Council noted they were happy to pass Jon based on performance, unanimously, however after consultation with Jon it was agreed to approve the recommendation.

**The Meeting was closed 20:35.**

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**Town Clerk and Deputy Clerk & Responsible Finance Officer's Report**

**Actions from the Meeting of Patchway Town Council on Tuesday 19<sup>th</sup> September 2023.**

**19/09/2023 - No 5. To approve the minutes of the meeting of Patchway Town Council held on Tuesday 22nd August 2023.**

The redaction of closed session was made and published to the Town Council website.

**19/09/2023 - No 6. To approve the expenditure report for September and authorise payments.**

Under this item, members expressed a concern for transparency over payments made to the Locum Clerk in advance of the work being done. The Locum Clerk responded with a written statement after the meeting, circulated to all Councillors clarifying the situation. The email sent is below.

Dear Councillors,

After tonight's meeting, I feel it would be good to clear up any confusion that has been had.

In June 2023, it was agreed that I would remain as 'Locum Clerk' until a new Clerk is found. To support Jon through his CiLCA and ensure the Council is operating legally, whilst ensuring our statutory tasks are met.

Under Financial Regulation 4.1. the Chairman of the Council and the Chairman of the Personnel Committee, agreed my invoices to be paid early as I have to register a tax return and wanted these figures to be included, due to it being a substantial amount. This was also authorised by two Councillors on bankline, who have duly signed the payment slip as per Financial Regulations.

In respect of this delegated authority, I raised all invoices until the end of the Locum period (31<sup>st</sup> December 2023) and have been supplying weekly timesheets which reconcile with each and every invoice. I would never ever de-fraud the Council or even charge copious amounts, I have only ever claimed for my time which has been evidenced by a timesheet. In addition, I haven't charged for all of my time, especially speaking to Councillors on the phone as well as our staff. I will not be charging for any more time and whatever the situation is in December 2023, I will be leaving the role.

I apologise if you feel this was dishonest however all payments processed are included in the monthly summary of accounts as well as being available to all Councillors to inspect along with the bank statements, income and expenditure reports and monthly summary of accounts.

If any member wishes to see my timesheets, please let me know.

I am growing continually upset by this situation as sadly this isn't the first time it has been raised. I gather the issue may be due to process but this should have really been in closed session.

The report above will be added for noting at the next Council meeting as agreed tonight.

I would appreciate if Councillors could address any issues or requests with me in order to ensure consistent communication is given.

Again, apologies if this has caused any issues.



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After this email had been sent, the Locum Clerk liaised with the Deputy Town Clerk and RFO and produced a raft of measures to ensure transparency remains at the forefront of the Town Council as it has done for many years. This email can be seen below:

Dear Councillors,

I hope you're well.

Last night's meeting was an eye opener for myself, having not attended a meeting since June. It was very clear that the Officers need to have a rethink about how we communicate with Councillors, even more so since the scheme of delegation was introduced in May 2023.

Please keep in mind that Jon is learning my role and is doing an outstanding job and I am trying to keep afloat with the legal matters. There will be mistakes in this transition period and I would like to apologise to any members for not being as open and transparent as I possibly could have with delegated decisions made. I hope the below steps will reassure you and allow you to see any decisions made under approved delegated authority.

I must reiterate that some decisions have made outside of Council meetings under the approved scheme of delegation and within approved budget limits, which is fine but I am aware these have failed to be reported to yourselves which is an error on my behalf, which I am sorry for.

This email content will form part of Jon's Clerk report for noting at October Full Council, but I want to make it clear to all members what I intend to do to increase communication throughout the whole Council, taking into account decisions that were made last night.

1. We will add an agenda item to every Full Council meeting entitled 'To note decisions made under delegated authority or under The Scheme of Delegation'. This will ensure all Councillors are aware of all decisions made away from a meeting by the Officers and/or Chairperson in relation to the appropriate delegated powers. This will come as a written report.
2. Monthly financial reports will be available for noting at all meetings. Any issues raised will be given to the Finance Committee to investigate in their quarterly meetings.
3. NO payments will be made unless they are approved by Full Council. This means that all invoices MUST now go to a Full Council meeting despite their being a delegated authority for this. The only matters exempt are direct debits, standing orders, emergency contractual payments and every day expenses (such as fuel, equipment, stationary).
4. We will add to EVERY Finance committee meeting an item relating to Council premises that we gain a financial income from and the position of this. This will allow members to see an in depth review of our premises and how they are performing in relation to the budget.

I have spoke today at length with fellow Clerks and I truly believe this is the best way forward whilst we are on reduced staffing.

If you have any questions or comments, I'd be happy to hear them.



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**Statement from the Locum Clerk:**

I hope the above emails have been of some comfort to all members who had been concerned around the transparency of all payments made. I am committed to Patchway Town Council and want to ensure that all Councillors and staff can work together harmoniously, and I hope that you are pleased to see the raft of measures we have introduced as a result of the meeting.

Moving forwards, when looking to appoint a Locum Clerk, the Council should set out specific terms and conditions in a contract agreement with the provider. This way, both parties know what they are contractually bound by and there is a level of service agreed by Full Council. In this 'contract' should be hours to be worked, rate of pay, invoice dates for work due, expectations of what should be achieved and carried out by the Locum Clerk.

I will continue to put my all into assisting the Town Council in this transition stage and I hope the above clarifies how the Council should move forward, if a permanent Clerk cannot be found.

**19/09/2023 – No 10. To consider the motion from Cllr Sam Scott on the proposed changes to Patchway Town Council meeting dates (Full Council only).**

The Locum Clerk contacted the Parish Clerk at Charlton Hayes Parish Council with the resolution from the meeting. The resolution from Charlton Hayes Parish Council has been deferred until their October meeting.

**19/09/2023 - No 14. To consider the request from a resident to install a secure access gate within the boundary of Norman Scott Park. South Gloucestershire Councillors report on items relating to Patchway.**

The Locum Clerk has contacted the resident and is awaiting dates for a potential site visit from the resident.

PATCHWAY TOWN COUNCIL

Minutes of the Finance committee meeting held on Tuesday 2<sup>nd</sup> October 2023 at 19:00 at Callicroft House, Patchway.

<b>Councillors:</b>	Cllr S Scott (Chairman), P Cottrell, N Field, J James
<b>In attendance:</b>	Cllr T Scott, Cllr R Loveridge, Cllr P Knight, J Watkins (Deputy Town Clerk & RFO)
<b>Members of the Public:</b>	Denise Lansdown, Mike Lansdown (both Snack Attacks)
<b>Absent:</b>	None.

As the time was 19:00, the Chair, Cllr S Scott called the meeting to order and informed all participants that the meeting would be recorded in line with The Openness of Local Government Regulations 2014 (SI2014/2095) and Patchway Town Council's protocol on the filming and recording of Town Council, Committee and Sub- Committee meetings.

**02/10/2023-No 1. To receive questions from the members of the public present, with respect to business on the agenda in accordance with Standing Order 4E.**  
None received.

**02/10/2023-No 2. To receive any apologies for absence.**  
The committee noted apologies from Cllr Dayley Lawrence (work commitments).

**02/10/2023-No 3. To receive any declarations of interest and to consider any requests for dispensations for this meeting.**  
Any member having a disclosable pecuniary interest in a matter to be discussed should declare it during the meeting as specified in the Code of Conduct required by the Localism Act 2011 Section 27 and should leave the room while the matter was discussed.

**02/10/2023-No 4. To approve the minutes of the Finance committee on Tuesday 11<sup>th</sup> July 2023.**  
**RESOLVED:** It was agreed to approve the minutes and note the Clerk's report with one abstention.

**02/10/2023-No 5. To receive and consider the Financial Reports for Quarter 2 of the current financial year**  
The Committee noted the Financial Reports for July 2023 and September 2023, noting that September would be considered at the next meeting.

**02/10/2023-No 6. To review the budget for the 2024-2025 Financial Year.**

- a) **Centre 100 – Income**  
No changes were made on this cost centre.
- b) **Centre 110 – Establishment**  
No changes were made on this cost centre.
- c) **Centre 120 – Civic/Democratic**  
The Committee commented that the Mayor's Allowance should sit in the 410 Grants cost centre. The Committee also commented that a separate expenditure code for Twinning should be introduced with a £1000 budget.
- d) **Centre 200 – Callicroft House**  
No changes were made on this cost centre.
- e) **Centre 210 - Casson Centre**  
No changes were made on this cost centre.

- f) **Centre 220 – Burials**  
No changes were made on this cost centre.
- g) **Centre 300 – Patchway Community Centre**  
No changes were made on this cost centre.
- h) **Centre 310 – Coniston Community Centre**  
No changes were made on this cost centre.
- i) **Centre 320 – Rodway Road**  
No changes were made on this cost centre.
- j) **Centre 400 – Youth & Community**  
No changes were made on this cost centre.
- k) **Centre 410 – Grants**  
No changes were made on this cost centre.
- l) **Centre 500 – Scott Park**  
No changes were made on this cost centre.
- m) **Centre 510 – Sports and Social Club**  
No changes were made on this cost centre.
- n) **Centre 600 – Allotments**  
No changes were made on this cost centre.
- o) **Centre 700 – Tumps**  
No changes were made on this cost centre.
- p) **Centre 710 – Play Areas**  
No changes were made on this cost centre.
- q) **Centre 720 – Open Spaces**  
No changes were made on this cost centre.
- r) **Centre 800 – Street Furniture**  
No changes were made on this cost centre.
- s) **Centre 900 – Capital and Projects**  
No changes were made on this cost centre.

**RESOLVED:** It was unanimously agreed to recommend to Full Council that Patchway Town Council move forward to the next stage of the 2024-2025 budgeting process.

**02/10/2023 -No 7. To note the report on income received from Patchway Town Council's facilities.**

The Committee noted the report on income particularly the increase in sports facilities income and forward projections.

**02/10/2023 -No 8. note that the meeting dates of the Finance Committee 2023 – 2024 will be held on:**

Tuesday 14<sup>th</sup> November 2023 at 7.00pm (if there is sufficient business)

Tuesday 12<sup>th</sup> December 2023 at 7.00pm (if there is sufficient business)

Tuesday 9<sup>th</sup> January 2024 at 7.00pm

Tuesday 9<sup>th</sup> April 2024 at 7.00pm

The Committee noted the meeting dates of the Finance Committee 2023 – 24.

**02/10/2023 -No 9. To resolve that in accordance with the provision of Schedule 12A of the Local Government Act 1972, Section 5 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations, the public and press be excluded during consideration of the following agenda items.**

**RESOLVED:** It was unanimously agreed to exclude the public and the press for the below items.

**02/10/2023 -No 10. To receive Snack Attacks' (Norman Scott Park Café License Holder) quarterly accounts for both quarters of the current financial year.**

Proprietor of Snack Attacks in the Park café, Denise Lansdown, presented the business accounts for Q4 2022/2023 and Q1 and Q2 2023/2024 to the Committee.

The Committee thanked Mrs Lansdown for attending the meeting and presenting the accounts. The Committee noted the tightly balanced position of the accounts.

The Council noted feedback from Mrs Lansdown on negative comments made about her business in the open session of the Full Council Meeting on 19 September 2023. Councillors apologised to Mrs Lansdown.

**The meeting was closed at 19.58**

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## PATCHWAY TOWN COUNCIL

### Minutes of the Meeting of the Parks, Open Spaces, Planning and Transport committee held on the Tuesday 2<sup>nd</sup> October 2023 at 20:00 at Callicroft House, Patchway.

<b>Councillors:</b>	Cllr R Loveridge (Chairman), Cllr P Cottrell, Cllr N Field, Cllr J James and Cllr P Knight.
<b>In attendance:</b>	J Watkins (Deputy Town Clerk and RFO), Claire Nicoll, Chris Nicoll and Derek Howell (Pretoria Road Allotment Association), Julia French (Bristol BMX Club)
<b>Absent:</b>	Cllr E Martin
<b>Members of the Public:</b>	None

As the time was 20:00, the Chair, Cllr R Loveridge called the meeting to order and informed all participants that the meeting would be recorded in line with The Openness of Local Government Regulations 2014 (SI2014/2095) and Patchway Town Council' protocol on the filming and recording of Town Council, Committee and Sub-Committee meetings.

**02/10/2023 – No 1. To receive the annual rent from Pretoria Road and Blakeney Road Association's**  
Due to the new quarterly dates of this Committee, Pretoria Road Allotment Society are still collecting rent from plotters and will deposit the rent at Callicroft House in the next 14 days. Blakeney Road Allotment Society did not attend the meeting.

**02/10/2023 – No 2. To receive questions from the members of the public present, with respect to business on the agenda in accordance with Standing Order 4E.**  
None received.

**02/10/2023 – No 3. To receive any apologies for absence.**  
Steve Payne (Stoke Lane FC), Paul Thompson (Patchway Cricket Club), Andy England (Patchway Town Football Club), Alex Dommett (Patchway and Charlton Hayes Wildlife Group).

**02/10/2023 - No 4. To receive any declarations of interest and to consider any requests for dispensations for this meeting.**

The Chairman stated that any member having a disclosable pecuniary interest in a matter to be discussed should declare it during the meeting as specified in the Code of Conduct required by the Localism Act 2011 Section 27 and should leave the room while the matter was discussed.

**02/10/2023 – No 5. To approve the minutes of the Parks, Open Spaces, Planning and Transport Committee held on Tuesday 11<sup>th</sup> July 2023.**

**RESOLVED:** It was unanimously agreed to approve the minutes of the meeting.

**11/07/2023 – No 6. To review the budget for the 2024 – 2025 financial year:**

- a) **Centre 320 – Rodway Road.**  
No changes were made on this cost centre.
- b) **Centre 500 – Scott Park.**  
No changes were made on this cost centre.
- c) **Centre 510 – Sports and Social Club.**  
No changes were made on this cost centre.



- d) **Centre 600 – Allotments.**  
No changes were made on this cost centre.
- e) **Centre 700 – Tumps.**  
No changes were made on this cost centre.
- f) **Centre 710 – Play Areas.**  
No changes were made on this cost centre.
- g) **Centre 720 – Open Spaces.**  
No changes were made on this cost centre.
- h) **Centre 800 – Street Furniture.**  
No changes were made on this cost centre.

#### Matters Pertaining to Parks and Open Spaces

##### **02/10/2023 - No 7. To consider reinstating the Patchway Greenway Walk.**

The Committee noted this item is to be deferred to a future meeting.

##### **02/10/2023 - No 8. To consider applying for a grant from South Gloucestershire Council's 'Greening the High Street' fund and a potential scope for this project.**

The Committee noted an application for the 'Greening the High Street' fund was being considered by Southern Brooks for improvements to The Parade as a key shopping area in Patchway.

**RESOLVED:** It was unanimously agreed to support the Southern Brooks application and for the Officers to contact Southern Brooks to confirm this.

##### **02/10/2023 - No 9. To consider an idea to help reduce fly tipping in Patchway's back lanes.**

The committee considered an initiative from the Deputy Clerk to produce free stickers for owners of homes backing onto the back lanes to display on garages and gates to discourage fly tipping.

**RESOLVED:** The Committee unanimously agreed to progress with production of free stickers for residents to use to discourage fly tipping in the back lanes.

**RESOLVED:** The Committee unanimously agreed that the District Councillor for the Patchway Coniston ward should raise issues of maintenance and upkeep of the back lanes at South Gloucestershire Council level.

#### Matters Pertaining to Planning and Transport

##### **02/10/2023 - No 10. To consider any planning applications received:**

- a) **Any applications received after the agenda had been issued.**
  - i. **P23/02738/CLP | Internal alterations to form new layout, as well as minor external alterations including new doors and windows. | 81A Gloucester Road Patchway Bristol South Gloucestershire BS34 5JQ**
  - ii. **P23/02748/F | External alterations to elevations, installation of a quench pipe, erection of 1 no. plant compound and associated works to enable the use of the unit as a medical diagnostics centre (Use Class E). | Unit Adjoining Asda Supercentre Highwood Lane Patchway Bristol South Gloucestershire BS34 5TL**  
**RESOLVED:** It was unanimously agreed to raise no objections to the above applications.

**02/10/2023 - No 11. To consider Patchway Town Council's response to South Gloucestershire Council's consultation on 'CRIBBS CAUSEWAY, Lysander Road (Link Road) – Proposed Footway Link'**  
**RESOLVED:** It was unanimously agreed to raise no objections to the above consultation.

**02/10/2023 - No 12. To consider the West of England Combined Authority (WECA) WESTLocal funding opportunity, as deferred from the previous meeting**

Cllr N Field and J James declared an interest as members of Bradley Stoke Town Council. Bradley Stoke Town Council are considering an approach to Four Towns & Vale Link Community Transport to explore increasing a bus service for residents to get to Southmead Hospital subject to neighbouring Parishes support as a 'cluster'. It was considered by the Committee that the West of England Combined Authority (WECA) should be providing this direct service for residents.

**RESOLVED:** It was unanimously agreed to state support for exploring a proposal through a working group composed of two councillors from each Council in the proposed 'cluster' and for the working group to engage with Four Towns as an experienced service provider and WECA.

### Updates and Reports

**02/10/2023 - No 13. To consider the report on 'Recycling at Patchway Town Council's premises.**

The Deputy Clerk outlined the proposal to introduce recycling collections from the Council premises at Callicroft House and the Casson Centre to reduce waste going to landfill and increase the Council's environmental credentials.

**RESOLVED:** It was unanimously agreed to initially introduce bi-weekly recycling collections (£255 p/year) from South Gloucestershire Council with the agreed flexibility of weekly (£510 p/year) should this be required.

**02/10/2023 - No 14 To receive a Quarterly Update from users of Patchway Town Council sports facilities, allotment societies and Patchway and Charlton Hayes Wildlife Group.**

The committee noted updates from Patchway Cricket Club, Stoke Lane AFC, Patchway Town Football Club, Patchway and Charlton Hayes Wildlife Group, Pretoria Road Allotment Association and the Bristol Jets BMX Club.

**02/10/2023 - No 15. To receive an update on the Pollinator Fund grant application.**

The Committee noted an update from Pretoria Road Allotment Association on the progress of the successful Pollinator Fund grant from the Council and Society for £31,500 with an Ecologist Site Visit booked for 5<sup>th</sup> October, and a Sub Group being formed to progress the project from the autumn to target completion in August 2024.

**02/10/2023 - No 16. To receive an update on the Active Travel Grant application to South Gloucestershire Council for increasing bicycle parking hoops within Norman Scott Park.**

The Committee noted an update on an Active Travel Grant application to South Gloucestershire Council signposted by the two District Councillors on the Council. An application has been submitted by the Officers for increasing bike parking at Scott Park to encourage more Park users to cycle and knowing bikes can be securely parked.

**02/10/2023 - No 17. To receive an update on the new play equipment at Norman Scott Park.**

The Committee were updated that the new slide unit, group swing and roundabout were installed in August with lots of positive comments received from residents and Park users.

**02/10/2023 - No 18 To note that the meeting dates of the Parks, Open Spaces, Planning and Transport Committee 2023 – 2024 will be held on:**

**Tuesday 9th January 2024 at 8.00pm**

**Tuesday 9th April 2024 at 8.00pm**

The meeting was closed by the Chairman at 20.52

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120 - Civic/Democratic

Nominal Code	Centre	Budget Heading	21/22	22/23	23/24	24/25	25/26	26/27	Notes
4310	120	Councillors Training	£ 1,000.00	£ 500.00	£ 1,000.00	£ 250.00	£ 250.00	£ 250.00	
4340	120	Civic Fund	£ 500.00	£ 1,500.00	£ 1,500.00	£ 1,500.00	£ 1,500.00	£ 3,000.00	£1500 is inclusive of all Civic Events held in year and is not budgeted for a specific purpose. This can be towards Twinning, Remembrance Day, D-Day in 2024 and any other Civic event for the Town Council.
4341	120	Twinning	£ -	£ -	£ -	£ 1,000.00	£ 1,000.00	£ 1,000.00	
4300	120	Mayoral Allowance	£ -	£ -	£ 500.00	£ 100.00	£ 100.00	£ 100.00	
4345	120	Local Council Award Scheme	£ 150.00	£ 75.00	£ -	£ -	£ -	£ -	
4350	120	Elections	£ 3,000.00	£ 3,000.00	£ 7,250.00	£ 1,850.00	£ 1,850.00	£ 1,850.00	Move to EMR at the end of each year.
		<b>Total</b>	<b>£ 7,650.00</b>	<b>£ 10,075.00</b>	<b>£ 10,250.00</b>	<b>£ 4,700.00</b>	<b>£ 4,700.00</b>	<b>£ 6,200.00</b>	
		<b>Net Expenditure</b>	<b>£ 7,650.00</b>	<b>£ 10,075.00</b>	<b>£ 10,250.00</b>	<b>£ 4,700.00</b>	<b>£ 4,700.00</b>	<b>£ 6,200.00</b>	



**PATCHWAY TOWN COUNCIL**  
Callicroft House, Patchway, Bristol, BS34 5DQ  
[www.patchwaytowncouncil.gov.uk](http://www.patchwaytowncouncil.gov.uk)

**Town Clerk and Deputy Clerk & Responsible Finance Officer's Report**

**Hire Charges for the 2024/2025 Financial Year.**

Since the start of the 2023/2024 financial year, Patchway Town Council has seen an increase of the uptake of all Council owned facilities that generate income. Based on current projections, most income budgeted for will be exceeded and table below was presented to the Finance Committee on 3<sup>rd</sup> October 2023.

Budget Heading	Budget Set	Current Position (Month 5)	Estimated YE Position as of July 23	Estimated YE Position as of Sept 23
Callicroft House Income	£500	£44	£150	£150
Casson Centre Income	£2000	£979	£5520	£5520
Capital Income	£100,000	£111,360	£100,000	£111,360
Patchway CC Ground Rent	£2	£2	£2	£2
Coniston CC Ground Rent	£1	£1	£1	£1
Vendor/Events	£15,000	£3,309	£9000	£5500
Sports Income	£8500	£3,237	£10,535	£10,535
3G Income	£22,000	£10,199	£23,039	£24,000
Café Income	£8400	£3500	£8400	£8,400
Other Grants/Donations	£0	£8,043	£1400	£8,043
PSSC Income	£11,840	£3945	£11,840	£11,840
Allotment Rents	£2000	0	£2000	£2000
Tumps Ground Rent	£30	£30	£30	£30

This chart shows that most income budgets will be met or exceeded for the current financial year. With the positive reviews about all of the Town Council's facilities, this leaves the Town Council in a very strong position when it comes to setting hire fees for next year.

The current rate of inflation (ONS data) is 6.70%, falling sharply since last year. Last year, Patchway Town Council had proposed a large increase in all hire fees which were met with criticism for hirers and through keeping our community rates low, the officers have managed to increase footfall in all facilities.



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**Current Hire Rates:**

		2023 - 2024	2023 - 2024
Site	Room	Patchway Community Rate (Proof of a Patchway Street Name)	Standard Rate
The Casson Centre	The Casson Centre Hall - Large room including commerical kitchen and fully accesible toilets.	£16.50 per hour.	£22 per hour.
Callicroft House	The Boardroom	£13.20 per hour.	£17.60 per hour.
	Meeting Room	£11 per hour.	£13.20 per hour.

		2023 - 2024	
<b>PATCHWAY TOWN COUNCIL - SPORTS HIRE CHARGES</b>			
Facility	Hire Terms	Per Game	Block bookers (10 or more sessions)
Football Pitches	Adult Team Booking	£100.00	
Football Pitches	Youth Team Booking	£45.00	
Cricket Pitches	One Organisation per Season		£1,890.00
3G Facility	1 Hour Hire	£50.40	£42.00
Cricket Net Facility	1 Hour Hire	£24.00	£20.00

Taking into account the high number of hirers for all facilities, including permanent tenants in The Casson Centre, it is the recommendation of this report that Patchway Town Council raises the hire rates for **room hire at The Casson Centre** and **grass sports pitches** only by 5%. This increase will offset heating, utilities, fuel and machinery used on the aforementioned facilities. The other facilities are recommended to stay the same price due to the low amounts of maintenance and outgoing costs associated with these.

**Proposed Hire Charges for 2024/2025 – Only showing changed facilities.**

Facility	Proposed 2024/2025 rate
The Casson Centre	£17.30 per hour community rate. £23.20 per hour standard rate.
Football Pitch	£105 per adult game £47.50 per youth game
Cricket Pitch	£1984.50 per season

## Section 1 – Annual Governance Statement 2022/23

We acknowledge as the members of:

Patchway Town Council

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2023, that:

	Agreed		'Yes' means that this authority:
	Yes	No*	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			✓
			has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.

\*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

20/06/2023

and recorded as minute reference:

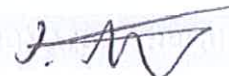
20/06/2023 - No 5 B

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman



Clerk



[www.patchwaytowncouncil.gov.uk/finance](http://www.patchwaytowncouncil.gov.uk/finance)

## Section 2 – Accounting Statements 2022/23 for

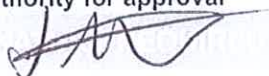
### Patchway Town Council

	Year ending		Notes and guidance
	31 March 2022 £	31 March 2023 £	
1. Balances brought forward	1,571,962	635,003	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	730,655	816,643	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	148,216	723,433	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	297,168	251,496	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	40,395	36,862	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	1,478,267	1,849,748	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	635,003	36,973	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	586,897	36,339	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	4,533,042	6,108,859	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	112,000	199,970	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)			✓	The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2023 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval



Date

20/06/2023

I confirm that these Accounting Statements were approved by this authority on this date:

20/06/2023

as recorded in minute reference:

20/06/2023 - No 5 C

Signed by Chairman of the meeting where the Accounting Statements were approved





### Section 3 – External Auditor’s Report and Certificate 2022/23

In respect of **EN Patchway Town Council**

#### 1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is not a full statutory audit, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it does not provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/> .

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2023; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

#### 2 External auditor’s limited assurance opinion 2022/23

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with *Proper Practices* and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

None

#### 3 External auditor certificate 2022/23

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2023.

External Auditor Name

**BDO LLP - Southampton** OF EXTERNAL AUDITOR

External Auditor Signature

DocuSigned by:  
**BDO LLP**  
F88E8F3322FA4B1...

Date

**29 September 2023**



**PATCHWAY TOWN COUNCIL**  
Callicroft House, Patchway, Bristol, BS34 5DQ  
[www.patchwaytowncouncil.gov.uk](http://www.patchwaytowncouncil.gov.uk)

## Town Clerk and Deputy Clerk & Responsible Finance Officer's Report

### Quotation Report

Patchway Town Council currently run their own payroll in house through IRIS Payroll Business. This is administered by the RFO entering all salary payment and adjustments and is sent for approval by two Councillors who then authorise the contractual payments.

However, this comes with a risk that could be scrutinised by the Town Council's auditors. As an internal control check, the officers are seeking approval of one of the three quotes obtained, to reduce the risk for the Town Council as well as saving valuable time for the RFO. Other Local Council's have been consulted with and the two further quotes are from recommended companies.

Currently Patchway Town Council Pay an annual fee of **£463.12** plus around 3 hours per month of the RFO's time for administration of the payroll.

- Annual License fee of £304.00
- Monthly payroll fee of £159.12 exc VAT

#### **Quotation 1 – DCK Accounting Solutions**

- Monthly Fee - £44.00
- LGPS/I-Connect Submissions per month - £25.00
- Payslips for all employees per month - £2.10
- One off cost for set up - £140.00

**Total cost (year 1) - £993.20**

**Total cost thereafter - £853.20 (not inc any potential increases)**

#### **Quotation 2 – South Gloucestershire Council**

- Monthly Fee - £33.60
- LGPS/I-Connect Submissions per month – INCLUDED IN COST
- Payslips for all employees per month – INCLUDED IN COST
- One off cost for set up - £180.00

**Total cost (year 1) - £583.20**

**Total cost thereafter - £403.20 (not inc any potential increases)**

#### **Quotation 3 – PATA Payroll**

- Monthly Fee - £74.60
- LGPS/I-Connect Submissions per month – NOT INCLUDED
- Payslips for all employees per month – INCLUDED IN COST
- One off cost for set up - £60.00

**Total cost (year 1) - £955.20**

**Total cost thereafter - £895.20 (not inc any potential increases)**



Henfield Rd  
Bristol  
South Gloucestershire  
BS362FE  
0117 4500 124  
sales@mjpelectrical.com

Jack Turner  
Patchway Town Council  
Callicroft House  
Rodway Road  
Patchway  
Bristol  
BS34 5DQ

## QUOTATION

Quote ref 10896  
28th September 2023

### DESCRIPTION

### PRICE

Supply and fit energy usage meter preinstalled & prewired as to the specification attached - c/w bespoke steel enclosure

1 x Multicube650 Multifunction panel meter c/w pulse O/P, .333V,230V  
Auxiliary - part number - M65-mV

2 x sets of 150Amp, .333V split core CT's - part number - CTS/YX/150/2M

2 x 3m RJ12 to RJ12 CT connection leads - part number - CAB-ASY-1203-01

£1,472.35

Power supply presumed from nearby source

FREE SAFETY CHECK

This is a remote estimated with information provided and could be subject to change on site., we will advise accordingly before any extra work/charges applied.

**TOTAL:**

**£1,472.35**

### TERMS AND CONDITIONS

[www.mjpelectrical.com/terms-conditions/](http://www.mjpelectrical.com/terms-conditions/)

### HOW TO PAY

We accept payment by: Card via the link below or Bank Deposit

**Metro Bank** MJP Electrical Services Ltd  
Sort Code: 23-05-80  
Account No.: 38156365

Visit this link to view and accept your quote online: <https://sm8.link/y24dr6u>

Thank you for your business, have a great day!

**J & Sons Electrical Services**

111 Durban Road  
 Patchway  
 Bristol  
 BS34 5HW  
 07900-924658

TO:  
 Patchway Town Council  
 Callicroft House  
 Rodway Road  
 BS345DQ



**JOB ESTIMATE**

JOB DESCRIPTION

Install 4 x single and 1 x three phase ct metering

ITEMIZED ESTIMATE:

4 x Single phase ct metering	£340
1 x Three phase metering	£175
enclosure up to 10 ways	£68
Rcbo and cable	£172.00
LABOUR	£300.00
MATERIALS	£755.00
<b>TOTAL ESTIMATED JOB COST</b>	<b>£1,055.00</b>

This is an estimate only, not a contract. This estimate is for completing the job described above, based on our evaluation. It does not include unforeseen price increases or additional labour and materials which may be required should problems arise.

Jason Frost  
 PREPARED BY  
 29/09/2023

## Clerk

---

**From:** Richard Williams <richw@horders.co.uk>  
**Sent:** 26 September 2023 13:14  
**To:** Clerk  
**Cc:** Deputy Clerk; Perter Knight  
**Subject:** RE: Quotations Required

Hi Jack,

Our costs for monitoring each area /circuit as listed below with a load logger which will record events for a duration of 3 days per a area.

For the sum of £1,250.00 Excl VAT

Or

We could just record the main incoming Distribution Board for a 1 week duration.

For the sum of £650.00 Excl VAT

Regards

Richard Williams

A E Horder (Contracting) Limited

369-375 Gloucester Rd Bristol 0117 9424670  
[www.horderselectrical.co.uk](http://www.horderselectrical.co.uk) [richw@horders.co.uk](mailto:richw@horders.co.uk)



**From:** Clerk <clerk@patchwaytowncouncil.gov.uk>  
**Sent:** Tuesday, September 19, 2023 10:53 PM  
**Cc:** Deputy Clerk <deputyclerk@patchwaytowncouncil.gov.uk>; Perter Knight <peter.knight@patchwaytowncouncil.gov.uk>  
**Subject:** Quotations Required

Good evening,

I hope this email finds you well.

We are wanting to monitor electrical usage at our pavilion within Norman Scott Park, Patchway, BS34 5JR.

## J & Sons Electrical Services

111 Durban Road  
Patchway  
Bristol  
BS34 5HW  
07900-924658

TO:  
Patchway Town Council  
Callicroft House  
Rodway Road  
BS345DQ



## JOB ESTIMATE

### JOB DESCRIPTION

Supply and fit 1 x 4 way board with 4 x 45a KWA meters into new position at NORMAN PARK  
CIRCUITS TO BE MOVED DB2/7L1 DADO SOCKETS  
CIRCUITS TO BE MOVED DB2/6L3 OFFICE SOCKETS  
CIRCUITS TO BE MOVED DB2/1L1 CAFÉ SOCKETS  
CIRCUITS TO BE MOVED DB2/7L2 HAND DRYER CAFÉ TOILETS

### ITEMIZED ESTIMATE:

ITEMIZED ESTIMATE:	
<b>TOTAL ESTIMATED JOB COST</b>	<b>£872.70</b>

This is an estimate only, not a contract. This estimate is for completing the job described above, based on our evaluation. It does not include unforeseen price increases or additional labour and materials which may be required should problems arise.

Jason Frost

PREPARED BY  
24\08\2023



**Report on Patchway Town Council Grants**  
**Report from Grants Working Party**

Last year, Patchway Town Council paid out **£8050** in grants to local organisations which benefited the residents of Patchway.

This form is designed to help you understand who has applied for a grant, how much they are asking for and how much the grant's working party are going to award to organisations. This document will then be recommended for approval at the Full Council meeting in September 2023.

**Patchway Town budget heading for grants:**

Budget Heading	Budget 23/34
Youth and Community	£7500

Please note that £2500 of this budget has been awarded to South Gloucestershire Playscheme. £2500 has been ringfenced for FACE, and £1200 has been awarded at the first funding round in July 2023. **This leaves £1300 available this current financial year.**

Patchway Town Council are **under no obligation** to pay the budgeted amount to any group and no group should assume they will get the full amount that has been budgeted for until the amount has been **ratified by council**. It is important to note that when looking at grants, the Council could offer to make a donation to the group for an item listed or a different amount to the one requested. This has been done to ensure fairness to all groups and to ensure that the groups that benefit Patchway are receiving some sort of funding from the Town Council.

At the September meeting, you are considering the deferred application from Southern Brooks Community Partnerships, and a new application from Mama's Bristol CIC.

<u>Organisation</u>	<u>Funding for What?</u>	<u>Amount Applied For</u>	<u>Outcome</u>
1. Southern Brooks Community Partnerships	Diwali Workshop Funding	£500	<b>RECOMMENDED FOR £250 subject to confirmation of adequate total project funding from other parties including South Gloucestershire Council, Charlton Hayes PC, Stoke Lane PC, Bradley Stoke TC, District Councillor MAF funding, Avon Indian Community Association.</b>
2. Patchway Cricket Club	Boundary rope for enhancement of Junior Cricket.	£500	<b>APPROVED and PAID - £250</b>
3. FACE	Chill out room items.	£250	<b>APPROVED AND PAID - £250</b>
4. Coniston Community Association	Stay and Play Group.	£500	<b>APPROVED AND PAID - £200</b>
5. North Bristol Rugby Club	Star Scheme Project.	£500	<b>APPROVED AND PAID - £500</b>



Report on Patchway Town Council Grants  
Report from Grants Working Party

6. Patchway Army Cadets	Tablets for cadet use – AWAITING BANK STATEMENTS AND ACCOUNTS.	£500	NO FURTHER INFORMAITON RECEIVED. INCOMPLETE APPLICATION.
7. Mama's Bristol CIC	Stay and Play Lunchboxes. <b>Due to timing of application, this has changed to free winter warmer goodie bags for families.</b>	£500	<b>RECOMMENDED FOR £250</b> subject to a 1-2 day Council supported residency at the Casson Centre in winter 2023 to ensure direct delivery and local access for Patchway residents.





**PATCHWAY TOWN COUNCIL**  
Callicroft House, Patchway, Bristol, BS34 5DQ  
[www.patchwaytowncouncil.gov.uk](http://www.patchwaytowncouncil.gov.uk)

### **Statement of Training Intent**

Patchway Town Council is an organisation in which learning is valued. Staff and councillors will be supported to undertake the training and development which they need to help them achieve and maintain a high standard of performance and all will be given encouragement and support to achieve their full potential. This will allow them to provide a proper level of service to the people of Patchway.

All are entitled to:

- Equality of opportunity in all aspects of their development
- An induction programme into their own roles as well as to the workings of Patchway Town Council
- An understanding of the direction and objectives of the Council
- An understanding of the contribution that is expected of them

#### **For Patchway Town Council Staff**

All Town Council Staff will have:

- Clear and measurable objectives for their performance at work
- An Annual Appraisal/Review of their performance, role and training needs
- A Chairman who is committed to staff development.
- Paid release from work commitments in order to undertake relevant training.
- Training and certification in accordance with all legal and statutory requirements according to their role and equipment under their control.
- All relevant policies to their job
- Any procedures the Town Council follow.

#### **For Town Councillors**

New Councillors will be expected to attend induction training provided locally by the Town Clerk and will be issued with a 'New Councillor's Pack' when joining the Council which includes:

- All PTC policies and procedures
- Annual Report
- Council Funding & Accounts (including Precept, Budget & Provisional year-end Financial report)
- PTC Councillors Personal Information Details form
- PTC Meeting Dates
- Being a Good Employer Guide – National Training Strategy for Town & Parish Councils
- Good Councillors Guide – National Training Strategy for Town & Parish Councils

#### **Resources**

The Council as a whole is responsible for monitoring and meeting the training needs of staff and councillors and managing the budget. Staff training will be identified by the Town clerk, with the assistance of the Chairman through the annual appraisal process and the cost and training provider investigated.

Adopted: 10<sup>th</sup> October 2023  
Review: October 2024



**PATCHWAY TOWN COUNCIL**

Callicroft House, Patchway, Bristol, BS34 5DQ

[www.patchwaytowncouncil.gov.uk](http://www.patchwaytowncouncil.gov.uk)

Training requirements for councillors will usually be identified by the Council and Town Clerk and opportunities to attend courses will be investigated by the Town Clerk and brought to the attention of the full council.

Appropriate sums will be made available in each budgetary period to allow required training to take place.

The Council will pay the annual subscription to the Society of Local Council Clerks (SLCC) and Avon Local Councils Association (ALCA) to enable staff and councillors to take advantage of their training courses and conferences.

**Main Providers**

South Gloucestershire Council (SGC)  
Avon Local Councils Association (ALCA)  
Society of Local Council Clerks (SLCC)  
National Association of Local Councils (NALC)  
Local Registered Training Providers

## Patchway Town Council

### Staff Appraisal Scheme

#### AIMS OF THE APPRAISAL SCHEME

To be carried out annually to achieve the following:

- To encourage and improve communication between colleagues by providing a formal opportunity to discuss progress, priorities and training needs.
- To achieve a clear understanding of what is expected and required, and to prepare an action plan, or work programme which links to the Council's key objectives.
- To identify training/development needs and aspirations.

#### HOW IS THE APPRAISAL CARRIED OUT?

An appraisal meeting will be held on a one-to-one basis with your line manager; in respect of the Town Clerk, this will be the Chair and Vice-Chair of the Personnel Committee.

#### NOTICE OF APPRAISAL

At least 14 days' notice, in advance of the appraisal meeting, will be given and a form forwarded for you to consider and complete in advance (if required by your manager), along with a copy of your current job description.

#### WHAT SHOULD I DO BEFORE MY APPRAISAL?

Where appropriate, complete the form, giving consideration to:

- Knowledge of Duties
- Quality of Work
- Relationships with Others
- Communication Skills
- Manual/Numeric/Operational Skills
- Supervision/Oversight of Staff (if applicable)
- IT Skills

Adopted: 10<sup>th</sup> October 2023

Review: October 2024

- Managing Resources

Make a note of any difficulties you have experienced or concerns you have, so that a constructive way to overcome them can be considered.

Consider any comments, questions or suggestions you may wish to make and be prepared to bring your completed appraisal form to discuss with your manager at the appraisal meeting.

### **WHAT WILL HAPPEN AT THE APPRAISAL INTERVIEW?**

A review of the past year, including an overall assessment of whether key objectives, as set out in your job description, have been achieved from your previous year's appraisal.

Set key objectives for the forthcoming year and discuss if the way in which tasks are carried out can be improved.

Objectives need to be **SMART** – they need to be:

- Specific
- Measurable
- Achievable
- Relevant/Realistic
- Time related

It is important to be specific and to recognise that listening is just as important as talking. You and your appraiser should aim to share the talking equally. The atmosphere should be one of openness and trust. Any comments made by the appraiser or jobholder are to be constructive and should not be seen as criticism.

You will jointly complete the appraisal form with your manager and you will both have the opportunity to put your own comments on the form.

Your performance will be assessed as unsatisfactory **or** meeting the requirements of the job **or** exceeds the requirements of the job.

If your performance is assessed as unsatisfactory, you will be managed and supported to overcome the issues, in a set time, as agreed by your Line Manager.

### **WHAT RECORDS WILL BE KEPT?**

When the form has been completed and typed up, the employee and the line manager will sign and date the form as an accurate record of the discussion that took place.

Adopted: 10<sup>th</sup> October 2023

Review: October 2024

It is important that the Town Clerk/Chair/Vice-Chair of the Personnel Committee is aware of all issues raised so that those of concern can be addressed. It may be appropriate for issues raised at the meeting to be considered under another of the Council's policies and procedures, if this is the case it will be fully discussed with the individual.

The original appraisal form will be kept in your personal file, and will be used for the purpose of reviewing the past year, prioritising tasks and objectives for the forthcoming year and identifying training/development needs and opportunities. Staff will be supplied with a copy of the completed appraisal.

**Appraisal Form – Patchway Town Council**

**Employee Name:**

**Start Date:**

**Post Title:**

Please tick appropriate box for each category. Any comments should be added, together with an explanation.

**Objectives set at previous year's Appraisal**

Objective	Met	Not Met	Comments

**This Year's Appraisal**

	Unsatisfactory	Meets requirements of the job	Exceeds Requirements of the job	Comments
Quality of work & attention to detail				
Conduct and co-operation				
Attitude				
Progress made				
Relationship with team/manager/colleagues				
Reliability				
Attendance & time keeping				
Details of sick leave				

**Unsatisfactory** – consistently below the acceptable level.

**Meets requirements of job** – achieves the requirements of the job.

**Exceeds requirements of job** – goes above and beyond the requirements of the job.

<b>Line Manager's Comments</b> (Include any remarks regarding training, whether objectives have been met, improvements identified and actions agreed, priorities for next 12 months)	
What Overall Rating do you recommend this employee for?	<b>UNSATISFACTORY</b> <b>MEETS REQUIREMENTS OF JOB</b> <b>EXCEEDS REQUIREMENTS OF JOB</b> Date:
Signed by manager:	
Name of manager:	
Employee comments	
Employee Signature: Dated:	

## Request for land use in Patchway for portacabin; to be used for creative arts space

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### Opportunity

An opportunity has arisen, through the Quartet foundation, for a free portacabin to be available that could be used as a community space within Patchway. Local artist Katie Hanning is looking for a location within Patchway where this portacabin could be homed, in order to develop the portacabin into a community arts space.

Recently conversations with Arts Council representatives have identified that there is currently no arts council money going into South Glos, which is a huge disservice to the area, and they would very much like to develop work and put money into a suitable project in the area. Their strategy is to fund projects that support their strategic mission: *'to create a country transformed by culture. Bringing us together, happier, healthier. To excite, inspire, delight. To enrich our lives.'*

**Funding from arts council, along with other local funders, will be applied for and used to build up a creative hub that serves the local community with a focus on social practice and public art.**

### Current Situation

Patchway has a strong network of community groups and organisations, as well as a proactive council that engages with it's community. The council has run craft activities within the summer holidays, which has helped identify that more of these are wanted, for both children, families and adults. A need for wellbeing arts/creative activities has also been identified through the social prescribers.

Currently, other than one off events, and a watercolours class that runs at the Coniston center in the daytime, there are very little arts activities in the area. Patchway (or South Glos.) does not have any arts centers and the nearest arts establishments are in central Bristol - which is not accessible for many residents.

### Proposal

To build up a vibrant and inclusive hub for artists and community members to engage in social practice and collaborative arts projects. The mission is to foster creativity,



social engagement, and positive change in the community through art. It will aim to provide a safe and inspiring space for artists and community members to come together, collaborate, and explore the power of art as a catalyst for social change.

### **What is social practice and public art and why are they needed?**

Social art, also known as socially engaged art or social practice art, is a form of art that focuses on engaging with and addressing social and political issues within a community or society. Unlike traditional art forms that may prioritize aesthetics and individual expression, social art places a strong emphasis on collaboration, participation, and interaction with the community it serves. Here's why social art is considered beneficial for society. It can:

- **Promotes Social Awareness.**
- **Fosters Empathy and Understanding**
- **Community Building**
- **Encourages Civic Engagement**
- **Drives Positive Change**
- **Creates Safe Spaces for Expression**
- **Enhances Creativity**
- **Cultural Preservation**
- **Educational Value**
- **Inspires Dialogue**

Public art refers to artwork that is intentionally created for public spaces, often outside of traditional museum or gallery settings. It can take various forms, including sculptures, murals, installations, performance art, and more. Public art is important because it can:

- **Enhance Aesthetics**
- **Promote Civic Pride**
- **Foster Cultural Expression**
- **Create Landmarks**
- **Generate Dialogue**

- Engage the Community
- Inspire Creativity
- Contribute to economic development
- Encourage Interaction
- Improves Public Safety
- Connects Generations or Cultures

### Services and Offerings:

Initially some market research will need to be undertaken, this will include:

- Identify the local community's interest in the arts and social engagement.
- Analyze potential partnerships with local organizations and artists.

This could be done initially through an area wide engagement event such as a weekend public arts festival - which would be undertaken through additional funding.

However, the kind of thing that the space may be used for could be:

- Co-working and studio spaces for local artists
- Open studio space, with a tiered peer support system for young people.
- Gallery and exhibition space for showcasing collaborative art projects.
- Workshops and classes.
- Community engagement events and exhibitions.
- Art supplies and resources for rent or purchase.
- Project space for creative community projects.
- HAF provision.

*The offering will be built up over a number of years, and dictated by the needs of the community and the resources available.*

### Target Audience

Local artists looking for collaborative opportunities.

Community members interested in participating in art projects.

Nonprofits and community organizations seeking creative solutions to social issues.

Schools and educational institutions looking for art-based programs.

Local partners looking for creative projects in which to engage the community, or create public art.

### **Marketing and Promotion**

Social media marketing and online presence.

Collaboration with local artists and organizations.

Hosting regular open houses and community events.

Outreach to schools and community centers.

### **Finances**

As previously stated, funding will be sought from various locations in order to assist with set up costs and initial market research events. External funding would also need to be obtained for at least the first two years of running costs. However the long term aim would be to develop a sustainable revenue model for long-term financial stability. This could potentially be achieved through income from memberships programmes, event rentals, workshops, sales of goods etc. The smaller the costs are to cover, the better the likelihood of this being a viable outcome, provided to the community in as low cost and accessible way as possible. The securing of land for the portacabin would be instrumental in this.

### **Possible locations for consideration**

- Scott Park car park
- Callicroft House Car Park
- The rear of the BMX track
- Pretoria Road Allotments

### **Conclusion**

The vision is to create a hub that promotes inclusivity, strengthens social bonds, empowers individuals, fosters learning, and serves as a vehicle for cultural exchange, community engagement, and creative expression. One which contributes to the

enrichment and betterment of society by encouraging participation, cooperation and creativity.

This is a vision that requires the support of Patchway Town council in making it become a reality for this community.

# BRISTOL BRABAZON

HALF MARATHON  
& 10K

7th April 2024



Y P B E V E N T S L T D

BRABAZON 10K/HALF  
MARATHON EVENT.

# ANDY & SCOTT

- 1) Local lads (Best mates for 20 years)
- 2) Both played high standard of Football for Almondsbury and Stoke Lane as kids
- 3) Andy represented GB (Triathlons) runs a sister company (Tri-Max events) 10 years successfully running 15 events a year
- 4) Scott and Andy completed and finished Iron man/Marathons and half marathon challenges with a real passion for fitness and involving others in sport.
- 5) Family men with young families brought up and living locally



# VENUE FOR EVENT

## Scott's Park Playing field:-

- 1) Location is great
- 2) Parking/Hotels/Railway Network
- 3) No Road Disruption
- 4) Toilets/ Café/Changing facilities
- 5) Bring in Food/Drink/Live music.

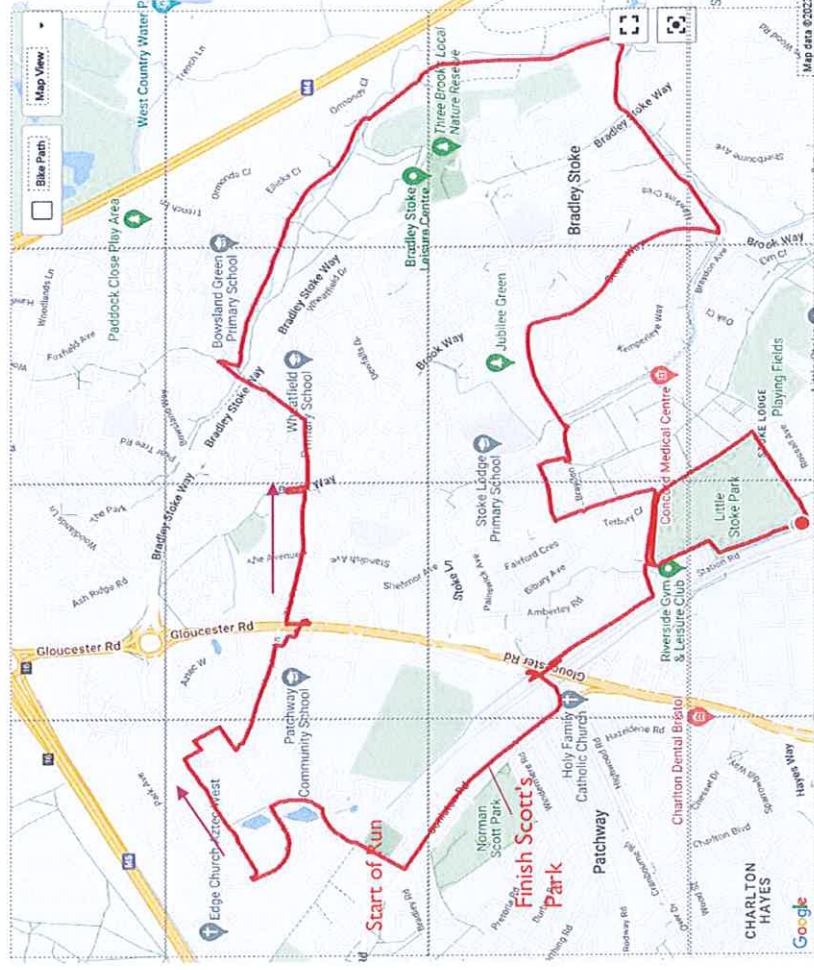
## Goals for Event:-

- 1) Maximum of 800 People enjoying a fun filled day
- 2) Live music at finish, aligned to Brabazon Theme,
- 3) Medals/T –shirts/personal targets will be given on completion of runs.
- 4) Great for bringing community together and peoples well being.
- 5) Schools /local groups can be involved.
- 6) Local support from Café (putting out food/drink)

# PROPOSED ROUTE

- 1) 6.5 Mile circuit with no road closures.
- 2) Marshals at Strategic points & road junctions
- 3) 3 water stations every 2 miles.
- 4) Start on Path next to Tumps field.
- 5) Finish on Scott's Park.
- 6) 4 zebra crossings with each with 2 x traffic marshals. (experienced safety back-round).
- 7) 70 % route on paths and tarmac trails.

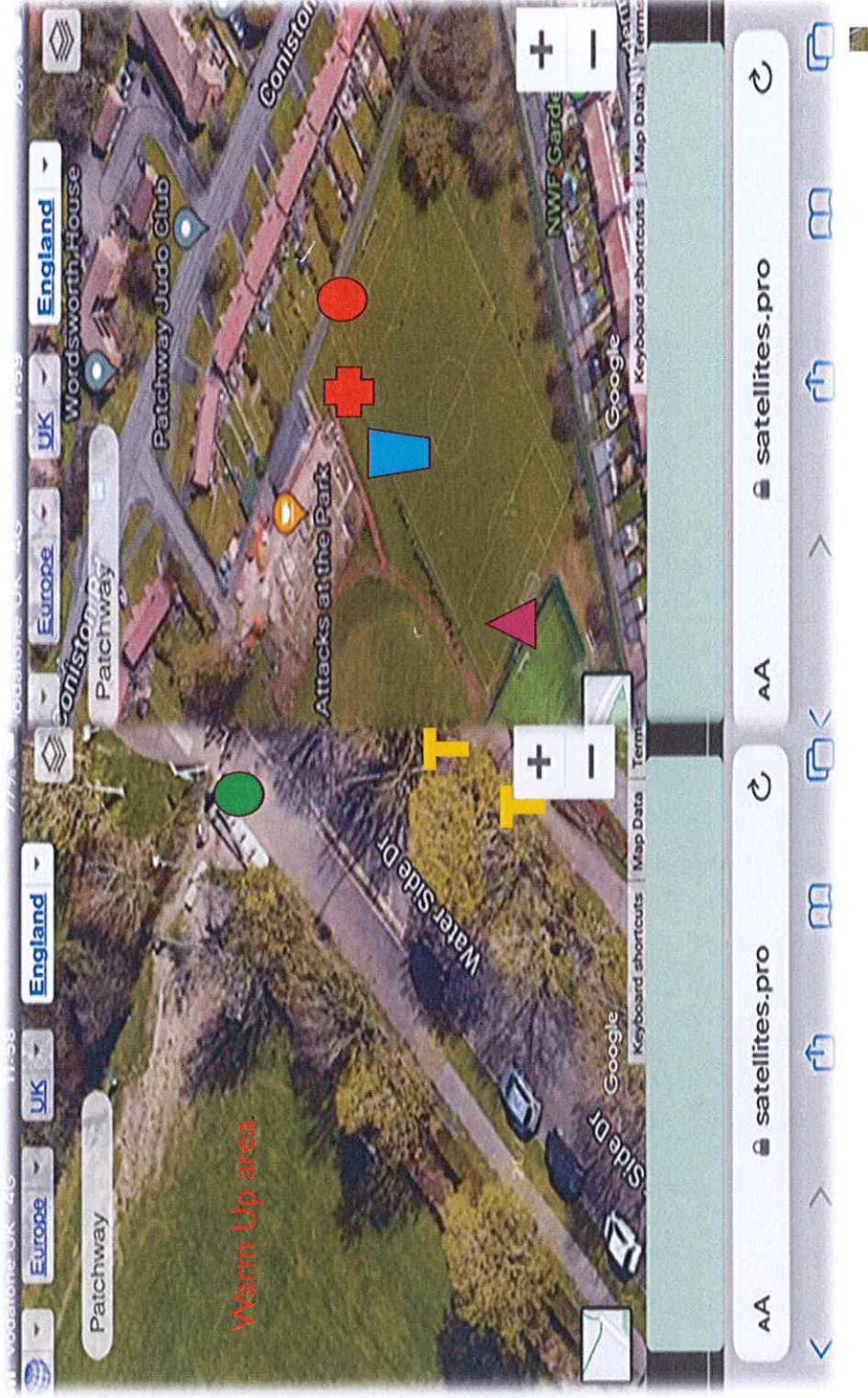
- Route around local area:-





# Field Layout Plan

- START
- FINISH
- ▲ BAG DROP
- ✚ FIRST AID
- ▢ AID STATION No3
- T TOILETS



- See Risk assessment :- Below link
- [Bristol Brabazon Half 10k presentation.xlsx](#)

## **HS&E RISK ASSESSMENT**

- 1) Full safety risk assessment completed.
- 2) Full Briefings to Marshalls before event/every bodies safety is our number 1 priority
- 3) First aiders/ SARA (Severn area rescue association will be present at event.
- 4) Full Indemnity Insurance cover will be taken out on initial approval



## Clerk

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**From:** Consultation <Consultation@southglos.gov.uk>  
**Sent:** 28 September 2023 11:39  
**Subject:** Launch of new consultation: revised hours for One Stop Shops

Hello all,

Within the savings proposals put forward in last year's South Gloucestershire Council budget consultation was a change to the opening hours for our One Stop Shops. Having considered the options, we are proposing to close each of our in-person customer service centres in Yate, Kingswood and Patchway at the times when they are currently being used least. We know that relatively few people visit early in the morning and in the late afternoon/early evening and we are therefore suggesting changing our opening hours to 9.00 until 16:30 Monday to Friday (current hours are 08.45-17.00 Monday to Wednesday, and 08.45-16.30 on Thursday and Friday).

Before making this change, we want to talk to people who visit our One Stop Shops to check this doesn't cause them any significant issues and as part of a comprehensive consultation, we will be asking everyone who visits one of our centres over the coming weeks and months to complete a short survey to let us know how this might impact them. There is also an opportunity for people who don't use our One Stop Shops to share their views via an online and paper survey.

As key stakeholders, we welcome your feedback and we would appreciate if you could cascade this message to anyone who might have feedback.

You can review the proposals and complete the survey via our webpage at [One Stop Shop opening hours - South Gloucestershire Online Consultations \(southglos.gov.uk\)](https://www.southglos.gov.uk/consultations/one-stop-shop-opening-hours). There is a pdf copy to download, should people prefer to send us a paper copy.

Paper copies should be sent to:  
South Gloucestershire Council  
Insight and Engagement Team  
One Stop Shop opening hours  
PO Box 1953  
Bristol  
BS37 0DE

Kind regards,

Insights and Engagement Team, South Gloucestershire Council

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South Gloucestershire Council Achieving excellence for our residents and their communities, ensuring South Gloucestershire continues to be a great place to live and work

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This email and any files transmitted with it from South Gloucestershire Council are confidential and intended solely for the use of the individual or entity to whom they are addressed. You should not forward it by any method to anyone else who does not have a justified 'need to know'

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For requests for service or complaints, please visit [www.southglos.gov.uk](https://www.southglos.gov.uk)

Should you wish to know more about how we look after your personal information, please visit [www.southglos.gov.uk/privacy](https://www.southglos.gov.uk/privacy)

## South Gloucestershire Council

### Notice of Polling Districts and Polling Places Review

Notice is hereby given that in accordance with Section 18C of the Representation of the People Act 1983 South Gloucestershire Council (the Council) is to carry out a review of its polling districts and polling places.

Relevant information and mapping regarding the current arrangements and proposals for changes can be found at <https://consultations.southglos.gov.uk/Polling23> or can be inspected at:

- South Gloucestershire Council, Electoral Services, Badminton Road, Yate BS37 5AF
- Kingswood One Stop Shop, Civic Centre, High Street, Kingswood BS15 9TR
- Patchway One Stop Shop, The Patchway Hub, Rodway Road, Patchway BS34 5PE
- Yate One Stop Shop, Kennedy Way, Yate BS37 4DQ (access via West Walk)
- Bradley Stoke Library, 1 Fiddlers Wood Lane, Bradley Stoke, BS32 9BS
- Thornbury Library, St Mary Street, Thornbury, Bristol BS35 2AA

The (Acting) Returning Officer (ARO) for the following parliamentary constituencies will comment on the proposals:

Current constituencies	Future constituencies (as recommended by the Boundary Commission for England)
Filton and Bradley Stoke CC	Bristol North East BC
Kingswood BC	Filton and Bradley Stoke BC
Thornbury and Yate CC	North East Somerset and Hanham CC
	Thornbury and Yate CC

Those representations will be published on the Council's website and will be available for inspection at the locations listed above in accordance with the timetable set out below.

Electors within the Council area or within a UK Parliamentary constituency which has any part in the authority may make a representation. We invite comments from all electors regarding the convenience of voting at polling stations currently used for elections and would welcome suggestions for alternative sites.

The Council would also welcome the views of all residents, particularly disabled residents, or any person or body with expertise in access for persons with any type of disability, on the proposals, ARO's representations or any other related matters.

Anybody making representations should, if possible, give alternative places that may be used as polling places.

Comments and representations may be submitted as follows:

By post	South Gloucestershire Council, Electoral Services, PO Box 1953, Bristol, BS37 0DB
By email	<a href="mailto:electoral.services@southglos.gov.uk">electoral.services@southglos.gov.uk</a>

By completing	<a href="https://consultations.southglos.gov.uk/Polling23">https://consultations.southglos.gov.uk/Polling23</a>
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All representations must be made by no later than 30 October 2023.

Timetable	
Date	
02-Oct-23	Formal notice of review
02-Oct-23	Publication of (Acting) Returning Officer's comments
02-Oct-23	Commencement of public consultation period
30-Oct-23	End of public consultation period
16-Nov-23	Final proposals considered by Regulatory Committee
01-Dec-23	Publish revised register of electors*
<i>* It should be noted that in the event of an unscheduled election during December, the current polling district scheme would remain in place ensuring polling station information on poll cards remained accurate for election day. In this event, the electoral register would be updated on 1 February to reflect the new scheme.</i>	

The outcome of the review will be published by the Council in November and will be available for inspection on the Council's website and at the locations listed above.

Anybody making representations should be aware that, upon completion of the review, all correspondence and representations received must, by law, also be published.

Dated: 2 October 2023

John McCormack

Monitoring Officer & Service Director of Legal,  
Governance & Democratic Services

South Gloucestershire Council

# South Gloucestershire Council

**DECISION REPORT BY THE EXECUTIVE DIRECTOR OF PLACE ACTING UNDER DELEGATED AUTHORITY**

**SUBJECT OF REPORT: TO CONSIDER OBJECTIONS TO THE VARIOUS ROADS, PATCHWAY AREA - WAITING RESTRICTION REVIEW.**

**DATE: 16<sup>th</sup> March 2023**

## **Purpose of Report**

1.To consider objections received following the statutory advertisement of the various roads, Patchway Area – Waiting Restriction Review.

## **Policy**

2.The joint Local Transport Plan (2011-2026) sets out policies to deliver an affordable, low carbon, accessible, integrated, efficient and reliable transport network to achieve a more competitive economy and better connected, more active and healthy communities. The Joint Local Transport Plan is based around five key transport goals.

- Reduce carbon emissions
- Support economic growth
- Promote accessibility
- Contribute to better safety, security and health
- Improve quality of life and a healthy natural environment

## **Background**

3. Funding has been prioritised to review the current waiting restrictions in the Patchway area. The council receives many communications relating to parking issues, from the public, elected members, parish and town councils, emergency services and other representative groups. Rather than addressing these issues individually, they are recorded on an area by area basis, and periodically each area is reviewed, so that all the issues within that area can be addressed in one exercise.

## **The Issues**

4.The purpose of the scheme is to remove obstructive and inappropriate parking i.e. on junctions and narrow sections of roads, through the use of waiting restrictions to prevent visibility and access issues, which in turn, will improve the safety for residents and traffic in general.

It is proposed to introduce no waiting at any time restrictions (double yellow lines) to cover junctions/accesses and areas where traffic parking can reduce visibility and impact safety, and where access to service vehicles such as refuse lorries is currently hampered due to indiscriminate parking. The proposals include the conversion

of existing advisory white keep clear markings, to no waiting at any time restrictions (however keep clear lines across private drives are generally not included).

## **Consultation -**

5. Two informal public consultations were undertaken on the initial proposals, running between 19th October 2020 and 9th November 2020 and then between 21st June and 9th July 2021 respectively.

Details of the proposals including plans and statement of reasons were posted on the South Gloucestershire website. The Council sent letters advising of the consultation to all properties within the vicinity of the proposed scheme. In addition, colour notices were erected and maintained in the area during the 3 week consultation period on both occasions. Local members, the Parish Council and the emergency services, amongst other statutory stakeholders were invited by email to view the two consultations.

Details of the responses received during both of these informal consultations are provided within the informal consultation feedback reports attached within the supporting evidence for this report.

In light of the support received for the proposals as a whole, and following amendments undertaken as a result of comments received during these informal consultations, instructions were forwarded to the council's Legal team for formal advertisement of the proposals.

## **Legal Advert -**

6. The proposals were advertised from 25<sup>th</sup> January 2023 to 18<sup>th</sup> February 2023.

7. Responses received are as follows:-

- Various Roads, Patchway Area - Waiting Restrictions Review received 33 objections, 8 responses in support and 1 other comment. The responses are summarised in Appendix A

## **Local Members**

8. Following circulation of the report the local members have commented as follows:-

"I am happy on the basis the scheme is just extending the the lines and not a full 'ban on parking'.

This has been called for by many residents". – Cllr Sam Scott.

## **Options**

9. There are three options for how to proceed:-

- Implement the scheme as advertised
- Implement the scheme with some changes as outlined within the conclusion section
- Abandon the scheme

## **Financial Implications (includes tax implications such as VAT)**

10. Implementing the Various Roads, Patchway Area - Waiting Restrictions Review can be met from the £29,635 budget allocated to scheme NM12/2020 (VT001 XSB047) within the directorate's 2022/23 Capital Programme. (£3,726 has been spent to date 01/03/2023). Should the scheme be abandoned then the remaining funding would be re-allocated within the confines of the grant conditions.

James Bidwell, Corporate Finance Manager

☎ 01454 865715.

## **Legal Implications**

11. In reaching a decision the Director of Environment and Community Services is required to consider the responses received to the consultation. Details of the outcome of the consultations and the officer response to them are contained in this report. There are no other legal implications arising from this report.

Simon Banks, Simon Banks, Deputy Monitoring Officer & Head of Legal Services

☎ 01454 863039.

## **Human Resources Implications**

12. There are no human resources implications arising from this report.

Gaynor Fisher – HR Business Partner - Environment and Community Services

☎ 01454 868193

## **Climate Emergency and Environmental Implications**

13. The proposed schemes to implement waiting restrictions aim to improve safety and the local environment for residents in the affected area with potential positive impacts in terms of encouraging active travel in and around the proposed area. There may be some associated reduction in emissions from vehicles and therefore some improvements to localised air quality.

Lucy Rees, Senior Environmental Policy & Climate Change Officer

☎ 01454 862224

## **Social Implications**

14. The proposed waiting restrictions should provide a safer and more social environment for the community in and around the Patchway area.

Mark Pullin, Service Director – Community Development

☎ 01454 868480.



## **Economic Implications**

15. There are no direct economic implications identified through the decisions as set out within this report. When making the final decisions, the Director of Environment and Community Services may wish to consider whether a form of economic impact assessment is proportionate to such decisions. Such assessment may have a focus upon jobs, both created and safeguarded.

Ian Steele, Business Investment & Digital Connectivity Manager

☎ 01454 868202.

## **Equalities Consideration**

16. There are no adverse implications identified.

Marc Cashmore, Senior Engineer, Design & Operations Team, Streetcare

☎ 01454 863398

## **Privacy Impact Assessment**

17. There are no privacy issues.

Chris Hodgson, Engineer, Design & Operations Team, Streetcare

☎ 01454 868988

## **Risks, Mitigations & Opportunities**

18. Implementation of the scheme should help protect access for emergency services and refuse vehicles.

## **Other Implications**

19. There are no other significant implications for the council.

## **Conclusions**

20. Whilst we recognise that the scheme has received a number of objections, a large number of these appear to have come as a result of some confusion with the Notice of Proposal and the belief that restrictions are proposed along the full lengths of the roads mentioned within it. It is not clear that they have looked at the scheme drawings as their comments relate to restrictions that are not proposed.

Where comments have been received in relation to elements of the scheme shown on the plans, further investigation has been undertaken and in a number of circumstances it is proposed to amend the scheme by reducing or removing some lengths of proposed restrictions, in response to objections.

Officers have worked with members and other stakeholders to mitigate the impact of the scheme and therefore given the benefit to the community it is recommended that the scheme is implemented with 3 amendments, as outlined below and detailed within Appendix C this report;

- Remove the proposed no waiting at any time restrictions outside Nos. 63 to 66 Bradley Road. This stretch of road is relatively straight with good forward visibility and the detrimental impact that removing parking in this area could have on local residents needs to be taken into account.
- Reduce the extents of the proposed no waiting at any time restrictions outside Nos. 59 to 67 Bradley Road, taking into account concerns expressed by local residents about the existing lack of on street parking capacity whilst ensuring that the bend in the road in this area is kept clear of parked vehicles that restrict visibility.
- Remove the extents of the proposed no waiting restrictions outside Nos. 50 to 54 Durban Road, taking into account concerns expressed by local residents about the existing lack of on street parking capacity.

## Decision

1. The local members and officers see value in progressing the proposed waiting restriction review. It is therefore recommended that the proposed Various Roads, Patchway Area - Waiting Restrictions scheme should be implemented as advertised, with the exception of the proposed amendments detailed within the conclusion section of this report and shown within Appendix C.
2. That the Head of Legal Governance and Democratic Services be authorised to seal the Traffic Regulation Order.
3. That the objectors are informed accordingly.

## Decision of the Executive Director for Place

**I make the decision as recommended having been advised and taken account of all relevant factors.**

**Signed:**



Nigel Riglar  
Executive Director  
Department for Place

Date: 16 March 2023

### Departmental Contact

Chris Hodgson, Engineer, Design & Operations Team, Streetcare  
☎ 01454 868988

### Background Papers

Responses to the advertisement of traffic regulation orders  
Statement of reasons  
Feedback statement and summary of comments to consultation

## Appendices

Appendix A - Summary of objections and comments received during formal advert.

Appendix B - Legal advert proposed plans.

Appendix C – Details of proposed amendments to extents of restrictions in response to objections.

### APPENDIX A – STATUTORY OBJECTIONS TO: Patchway Area – Various Roads – Waiting Restrictions Review.

Objectors comments	Officers comments
<u>Statutory objections</u>	
Objection to the scheme on grounds of the following:-	
<p><u>Objection 1</u></p> <p>A lack of parking is already an issue in much of Patchway. I often have to park in a different street as there isn't any on-street parking left near my house.</p> <p>I don't however use my car every day, but if it can't stay outside my house then I will be forced to use it so it's out of the restricted zone.</p> <p>Removing people's ability to park is not going to improve the lives of the residents. The traffic needs to be managed, not the parking.</p> <p>Most of the issue with the roads in Patchway is caused by an increase in traffic due to the closure of Highwood Road and the creation of Charlton Hayes.</p> <p>Add more traffic calming, make some roads one way, or block one end of the road (so they can't be used as a rat run) before restricting parking.</p>	<p>Thank you for your comments.</p> <p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p> <p>Consideration of traffic calming, one ways or road closures is beyond the remit of this scheme which has been funded to review waiting restrictions within the Patchway area and tackle those areas where problem parking occurs.</p>
<p><u>Objection 2</u></p> <p>Where on earth are we supposed to park with having no drive way or garage? I live down a lane and can not park at my house as no access. The road is the only parking we have. What is your answer for this?</p>	<p>Thank you for your comments.</p> <p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p> <p>The no waiting at any time restrictions on Bradley Road, in close proximity to this objector, have been proposed following a</p>

	<p>number of complaints from local residents and is intended to remove parking from a section of the road, where it bends, to improve visibility for drivers of oncoming traffic.</p>
<p><u>Objection 3</u></p> <p>You can't simply implement a blanket "no waiting" policy across an entire estate unless your hidden agenda is to be as anti-car as you can.</p>	<p>Thank you for your comments.</p> <p>It is not proposed to implement a blanket no waiting policy on the full lengths of those roads, within Patchway, listed within the Notice of Proposal for this scheme.</p> <p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p>
<p><u>Objection 4</u></p> <p>You can't simply implement a blanket "no waiting" policy across an entire estate unless your hidden agenda is to be as anti-car as you can.</p>	<p>Thank you for your comments.</p> <p>It is not proposed to implement a blanket no waiting policy on the full lengths of those roads, within Patchway, listed within the Notice of Proposal for this scheme.</p> <p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p>
<p><u>Objection 5</u></p> <p>I would prefer an option to agree but with some reservations in relation to this consultation. The proposed changes to Rodway Road are beneficial, but it should be noted that the 'no waiting' times aren't that helpful in relation to the shops/outside the fire station. This is because, there are a lot of large commercial vehicles parked (overnight) on Durban Road, Thirlmere Road, which are also used by the employees and they 'switch' during the day. Owing to this</p>	<p>Thank you for your comments.</p> <p>Any further amendments to the proposals in this location would require further consultation with local residents which would further delay the introduction of any measures in the Patchway area and could receive objections from other local residents.</p>

fact i.e. loading and frequent use of the road spaces, customers/residents of the local area are unable to park here - this still needs addressing because, otherwise parts of Durban Road/Thirlmere Road will become clogged up with said vehicles.

I would also suggest the extension/inclusion of further 'no waiting' zones on Hawthorn Close (plan 11A). In particular. If entering Hawthorn Close, the first left/junction by houses 27 and 31 needs such restrictions because due to excess parking, refuse vehicles/emergency vehicles are unable to access this particular cul-de-sac.

Additionally, it is recommended that such a restriction is also introduced opposite the first junction on entering Hawthorn Close (alongside house 31/opposite house 28/30). This is because, large vans/many cars are parked here dangerously (many of the residents have contacted local police about this) since these vehicles are parked opposite a junction (albeit a small one) which is contrary to the Highway Code.

Also, often these are mounted on the kerb and because there are vehicles parked opposite, this means that refuse vehicles and also, at night, no emergency vehicle will be able to access the road which is concerning should it ever be needed. (I have included a suggestion in the attachment).

#### Objection 6

The proposal has no benefit to local people and only restricts friends and family visiting. It will also force people who work at Aztec to use back lanes for parking. The only benefit I can see is to the council in collecting fines that these restriction will produce. There as been no issues along Coniston road as it it a large road.

There are numerous residential roads in this area, where inconsiderate parking as described would have an impact on other road users but it is not feasible for the council to install waiting restriction in every location where this may be the case.

The absence of waiting restrictions however does not mean that drivers can park in a manner that may create a safety issue or obstruction.

This type of problem parking would be a matter for the Police who have the power to tackle such inconsiderate or dangerous parking without the need for waiting restrictions to be present.

If the scheme is installed as advertised, we will of course continue to monitor any parking issues reported in this area and if deemed necessary by the Assess and Decide team, further proposals or amendments could be considered in the future.

Thank you for your comments.

It is not proposed to implement a blanket no waiting policy on the full lengths of those roads, within Patchway, listed within the Notice of Proposal for this scheme.

The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.

As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.

The proposals on Coniston Road, in this area, relate to increasing the operational times for the no waiting restrictions (single yellow lines) to maintain the free movement of traffic during peak periods, Monday to Saturday. It will still be possible to park in these areas outside of the stated days and hours.

<p><u>Objection 7</u></p> <p>The scheme as set out on map 4 makes it plain there will be no parking allowed at any time. This is unsatisfactory for us as we regularly have my parents visiting and they are elderly and cannot walk far. We have been considering applying for a disabled space to put in on the road outside; as proposed the new restrictions will presumably make this impossible.</p> <p>Furthermore the proposal, presumably intended to ease thoroughfare round the slight bend (between Nos. 54 and 61A Bradley Road), wholly ignores the root cause of the problem: the large number of semi-derelict vans and trailers parked outside Nos. 56, 58 and 60 (past the bend on the other side of the road, which are there permanently and make the road narrow and congested when traffic is transiting the bend in both directions.</p>	<p>Thank you for your comments.</p> <p>As stated by the objector the proposed no waiting at any time restrictions in this area are intended to remove parking from this slight bend in the road, where it can restrict visibility of oncoming traffic.</p> <p>Taking into account the concerns raised about the lack of parking in this area it is proposed to make a minor reduction to the extents of the proposed restrictions in this area. This will allow some more space for parking but will still ensure that this bend is kept clear of parked vehicles that can obscure visibility:</p> <p>The amended extents are shown in Appendix C.</p>
<p><u>Objection 8</u></p> <p>In front of the house, on Cranbourne Road, is the only possible place to park my own, private car, for miles away. Already it's quite tight to park. Please don't make it worse. Let us park on Cranbourne Road.</p>	<p>Thank you for your comments.</p> <p>There are no new restrictions or amendments to existing restrictions proposed on Cranbourne Road.</p>
<p><u>Objection 9</u></p> <p>I object to this scheme as it means there will be no available parking for residents of the affected area near my property. I understand this is in a slight bend but the main issue is one of the properties in the other side of the road has all available spaces for this part of Bradley road from 56 onwards towards to somewhere around 62 or 64, despite having parking available at the rear of their properties park on the road - one property has about 6 vehicles parked all day every day - there will be no available parking for any residents in our side of the road!</p> <p>We are going to apply for a disabled parking space outside our property as we will have a requirement for one vehicle to park there for a blue badge holder (application submitted but pending) living at our property who cannot walk distances to park their vehicle. If there are waiting restriction and parking restrictions in place this will mean a considerable walk to and from our property - Which is not acceptable.</p> <p>People should not be forced to put a driveway in as this creates drainage issues for surface water run off. If you go ahead with this planned restriction programme something has to be done about the excessive parking of vehicles on the opposite side of the road, including an extremely large Kwik fit mobile service van which coupled with the excessive vehicles from another property, when they have</p>	<p>Thank you for your comments.</p> <p>As stated by the objector the proposed no waiting at any time restrictions in this area are intended to remove parking from this slight bend in the road, where it can restrict visibility of oncoming traffic.</p> <p>Taking into account the concerns raised about the lack of parking in this area it is proposed to make a minor reduction to the extents of the proposed restrictions in this area. This will allow some more space for parking but will still ensure that this bend is kept clear of parked vehicles that can obscure visibility.</p> <p>The amended extents are shown in Appendix C.</p> <p>It is not possible to comment on applications for disabled parking bays as part of this review as these would be assessed on an individual basis, although it would not be suitable to install such a bay in a location where the parking could obstruct visibility for other road users.</p>

<p>rear access parking facilities is the main hazard making vehicles travelling the bend drive in the middle of the road. The side where you are proposing the restrictions does not have the luxury of off road rear parking. They have to park on the road to access their properties - and should be allowed to continue to do so.</p>	
<p><u>Objection 10</u></p> <p>The proposed restriction are nothing less than a money grabbing scheme from the council to fill the shortcoming funds from the government. It creates no safer environment for pedestrians... that already exist within the area and has no benefits to the actual residents who live in the actual area. I talk to many of my neighbours and not once any of them complained about walkways being restricted or cars parking unthoughtfully.</p> <p>Many of us have households with multiple vehicles and the restrictions will make parking very difficult if not impossible.....I fully object the plan and is nothing less than a money grabbing scheme ...considering how difficult life is at the moment for everybody.....you are only putting willingly more pressure on residents lives.</p> <p>I suppose if we all start paying residents parking and park exactly in the same spots that we always park....it will make a huge difference to pedestrians .....as far as we pay.....</p>	<p>Thank you for your comments.</p> <p>It is not proposed to implement a blanket no waiting policy on the full lengths of those roads, within Patchway, listed within the Notice of Proposal for this scheme.</p> <p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p>
<p><u>Objection 11</u></p> <p>The majority of cars in the road are residents parking outside their own property. We have a dropped kerb and park a vehicle on the drive but like most other households have more than one vehicle and the other is parked over our own drive.</p> <p>As you are planning to restrict parking across the majority of Patchway where do you propose residents park? It's not as if this area is a parking place for people commuting into Bristol City Centre and there have never been any issues with parking in the 20 years I've lived here.</p> <p>I sincerely hope you are not planning on introducing permit parking and charging people to park outside their own property to finance shortfalls in SGC finances.</p>	<p>Thank you for your comments.</p> <p>It is not proposed to implement a blanket no waiting policy on the full lengths of those roads, within Patchway, listed within the Notice of Proposal for this scheme.</p> <p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p>
<p><u>Objection 12</u></p> <p>Parking during the day isn't much of an issue. Its the evening/overnight parking that's the issue. Half these roads are empty during the day and will only affect residents.</p>	<p>Thank you for your comments.</p> <p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p>

	<p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p>
<p><u>Objection 13</u></p> <p>I do not agree with this scheme at all everyone who lives in the flats on coniston road have no parking spaces other than the main road so continuing with this we will not have any parking unless you are going to provide us with parking and we are not able to park out the back of the flats as they are the parking for people who live in the houses so where are the people who have to park out the front who live in the flats suppose to park</p>	<p>Thank you for your comments.</p> <p>It is not proposed to implement a blanket no waiting policy on the full lengths of those roads, within Patchway, listed within the Notice of Proposal for this scheme.</p> <p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p> <p>There are no proposed restrictions in the vicinity of the address provided by this objector.</p>
<p><u>Objection 14</u></p> <p>Parking is bad enough around the Patchway area and this will make matters worse</p>	<p>Thank you for your comments.</p> <p>It is not proposed to implement a blanket no waiting policy on the full lengths of those roads, within Patchway, listed within the Notice of Proposal for this scheme.</p> <p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p>
<p><u>Objection 15</u></p> <p>What happens to those living on Bradley Road, who have no alternative parking arrangements ie no driveways nor rear access parking?</p>	<p>Thank you for your comments.</p> <p>The potential impact on local residents and their visitors has been taken into account</p>



<p>Where are they going to park? A home without adequate parking surely will decrease in value - how will South Glos deal with this - will there be compensation to those who will be financially out of pocket?</p> <p>Those that are impacted, will South Glos be lenient with those who wish to convert their front garden to off-street parking? This would likely involve the need to lower kerbs and cross over the green grass verges which are in place along Bradley Road?</p> <p>The Gov is trying to enforce electric cars - how will home owners impacted by these restrictions charge their car? Is this South Glos way of meeting their air pollution targets by forcing cars off the roads?</p> <p>Has permits for affected home owners been considered?</p> <p>How will these restrictions be enforced? There will likely be neighbour disputes about people parking outside their home if they are affected. Will the wheelie bin saga occur where home owners start to reserve their "spot"?</p> <p>Will future applications for disabled parking spaces be affected? Will these areas become an instant No if home falls within a parking restricted area?</p> <p>Personally, I am struggling to see any benefit for those impacted by these proposed restrictions - I hope South Glos will hold an evening drop-in session(s) for those that work before making their decision?</p>	<p>when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p> <p>THE the proposed no waiting at any time restrictions in this area of Bradley Road are intended to remove parking from this slight bend in the road, where it can restrict visibility of oncoming traffic.</p> <p>Taking into account the concerns raised about the lack of parking in this area it is proposed to make a minor reduction to the extents of the proposed restrictions in this area. This will allow some more space for parking but will still ensure that this bend is kept clear of parked vehicles that can obscure visibility.</p> <p>The amended extents are shown in Appendix C.</p> <p>It is not possible to comment on applications for vehicle dropped kerbs as part of this review as these would be assessed on an individual basis. This is also the case for any applications for disabled parking bays although it would not be suitable to install such a bay in a location where the parking could obstruct visibility for other road users.</p>
<p><u>Objection 16</u></p> <p>I visit a lot of people in patchway who live on the roads named. If these are put into place then I will not be able to visit them. As they don't have parking spaces. And it means I can't park anywhere near their houses.</p>	<p>Thank you for your comments.</p> <p>It is not proposed to implement a blanket no waiting policy on the full lengths of those roads, within Patchway, listed within the Notice of Proposal for this scheme.</p> <p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p>
<p><u>Objection 17</u></p>	

<p>I STRONGLY OPPOSE this scheme because I do not see any reason why this has been proposed in the first place! This proposal is just another way to stop us using cars! There seems to be no logic to this mad scheme. What about visitors, tradesmen, households that don't have driveways. You have given NO good reason as to WHY this mad proposal has been suggested.</p>	<p>Thank you for your comments.</p> <p>It is not proposed to implement a blanket no waiting policy on the full lengths of those roads, within Patchway, listed within the Notice of Proposal for this scheme.</p> <p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p>
<p><u>Objection 18</u></p> <p>If you are going to prohibit vehicles waiting at any time in the area, then you tell me where my relatives, my friends are supposed to park their cars when they are visiting my family?</p> <p>If you are going to prohibit vehicles waiting at any time in the area, then you tell me where should we park our cars when we are waiting for our children's dismiss from their school?</p> <p>You guys just sit in your cozy office room and think there should not be a single car staying by the road side, because you are not one of us.</p> <p>Yes you can prohibit anything, unless you provide sufficient parking lots around us, do this first, and we will be supporting you as usual.</p>	<p>Thank you for your comments.</p> <p>It is not proposed to implement a blanket no waiting policy on the full lengths of those roads, within Patchway, listed within the Notice of Proposal for this scheme.</p> <p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p>
<p><u>Objection 19</u></p> <p>Yet again the council is going to far it was bad a nuff when you closed the dual carriageway and made all the traffic come down Coniston Rd and now you want to stop people from parking at the back of their house i think sum of the council will be looking for a new job come election time. big brother attitude</p>	<p>Thank you for your comments.</p> <p>It is not proposed to implement a blanket no waiting policy on the full lengths of those roads, within Patchway, listed within the Notice of Proposal for this scheme.</p> <p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without</p>

	<p>potentially having a detrimental impact on visibility and the free movement of traffic.</p>
<p><u>Objection 20</u></p> <p>Objection to the proposed plans - as a long term resident I believe further encroachment on potential 'on road' parking in the main road areas are of concern. The plans list no alternatives to residents who may suffer due to no current 'off the road' parking being available or being made available in these plans.</p>	<p>Thank you for your comments.</p> <p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p>
<p><u>Objection 21</u></p> <p>I am an amputee if I cannot park my mobility car outside the front of my house I will be severely restricted. I have a back entrance to my property but would be unable to use this with my wheelchair as it involves negotiating step and steep slopes. I require a disabled bay at the front of my property I enclose a copy of my disability badge.</p>	<p>Thank you for your comments.</p> <p>Following receipt of this objection and further investigation it has been determined that the proposed restrictions in this location are not necessary and that the majority of the length of these restrictions is already covered by an existing Bus Stop.</p> <p>This length of Bradley Road is relatively straight, with good forward visibility.</p> <p>Therefore, taking into account the need to allow parking within this residential area, it is proposed to remove this length of proposed no waiting at any time restrictions from the scheme, as detailed in Appendix C.</p>
<p><u>Objection 22</u></p> <p>Hi I'm writing to object to this scheme. I've been living in Bevington Close for several years and have never seen a problem with parking in Bevington Close or any of the surrounding roads.</p> <p>We don't have people driving in from other areas for any reason other than to visit residents in the area. I feel that it is an unnecessary restriction on residents and the people without driveways will suffer the most.</p>	<p>Thank you for your comments.</p> <p>It is not proposed to implement a blanket no waiting policy on the full lengths of those roads, within Patchway, listed within the Notice of Proposal for this scheme.</p> <p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p> <p>The proposed no waiting restrictions within Bevington Close only cover the area of the</p>

	<p>highway close to its junction with Coniston Road, as detailed within the proposal plan for Area 3.</p>
<p><u>Objection 23</u></p> <p>I am objecting to this scheme as I think it's unnecessary.</p> <p>There are no current issues within Patchway or any of the roads stated, I feel like you will be causing a massive issue by going forward with this plan.</p> <p>I myself have multiple cars and need to park on the street at times, I have just had a baby and my support network would need to park on the street as no one has driveway parking for visitors. Why fix something that isn't broken is my question, most flats/houses in Patchway don't have parking - are you going to provide car parks for these residents?</p> <p>This plan is never going to work, I personally feel like it's a money making scheme as I would assume fines would be sent out to people who don't adhere to the new rules. I also think by sending out this questionnaire you are hoping the majority of residents won't read it and therefore won't complete it meaning you get to go ahead with this, you need to spread the message more widely and clearly for people with lack of understanding.</p> <p>Inequalities springs to mind here, I have a 2 week old baby and fortunately I have found time to complete this as my husband informed me, there are some people that won't have the technology to even complete this.</p>	<p>Thank you for your comments.</p> <p>It is not proposed to implement a blanket no waiting policy on the full lengths of those roads, within Patchway, listed within the Notice of Proposal for this scheme.</p> <p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p>
<p><u>Objection 24</u></p> <p>I live at the top end of Longney Place nearest Bradley Road and parking is already limited with other residents owning more than 1 car. I also have no official space at back so I value being able to part outside home. Due to my work hours there are times I will be home a lot and I require no time limits to how long I can park outside my own home for.</p>	<p>Thank you for your comments.</p> <p>Although the concerns expressed by this resident are understood, the no waiting at any time restrictions in this location have been proposed to ensure that access is maintained along this road for larger vehicles, emergency services and refuse vehicles.</p> <p>As such it is recommended to proceed with the proposals in this location with no further amendments.</p>
<p><u>Objection 25</u></p> <p>Enforcement &amp; parking restrictions that will effect residents ability to park outside or by their home.</p> <p>Also to ensure that parking at junctions or bends is enforced.</p>	<p>Thank you for your comments.</p> <p>It is not proposed to implement a blanket no waiting policy on the full lengths of those roads, within Patchway, listed within the Notice of Proposal for this scheme.</p> <p>The potential impact on local residents and their visitors has been taken into account</p>

	<p>when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p>
<p><u>Objection 26</u></p> <p>I am objecting to the scheme. There are lot of people who park the car on these roads , these are sub urban roads and since the closure of highwood road , the traffic on these roads have increased.</p> <p>If the arena opens then it will become chaotic, stop this plan and re-open highwood rood</p>	<p>Thank you for your comments.</p> <p>It is not proposed to implement a blanket no waiting policy on the full lengths of those roads, within Patchway, listed within the Notice of Proposal for this scheme.</p> <p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p>
<p><u>Objection 27</u></p> <p>The parking restrictions are some what anti car. Some restrictions are needed especially on bends etc, but straight runs of road do not require restrictions.</p> <p>My main concern is the proposed restriction outside 50,52 and 54 Durban. Although this will not directly affect my home as we have a drive, the area is now highly rented out to HMO's and families with multiple vehicles, some of whom have no choice but to park on the road. This will have a knock on affect elsewhere in the area if it goes ahead.</p> <p>I would say that a massive majority of vehicles on Durban are from Durban. Not workers parking and leaving car whilst at work. If the restrictions are to be imposed to allow buses to use road easier, then thats a farce. The 625/12 barely carries passengers and why they use a double deckers is beyond me. A motorcycle and sidecar would suffice!</p>	<p>Thank you for your comments.</p> <p>Following receipt of this objections and further investigation it is recommended to remove the waiting restrictions in this location from the proposed scheme, taking into account the impact on local residents and already limited parking in this area.</p> <p>The proposed amendment is shown in Appendix C.</p>
<p><u>Objection 28</u></p> <p>I've only just taken possession of my first home and suddenly discover SGC proposes that all roads surrounding/leading to where I live, will have NO parking allowed.</p>	<p>Thank you for your comments.</p> <p>It is not proposed to implement a blanket no waiting policy on the full lengths of those roads, within Patchway, listed within the Notice of Proposal for this scheme.</p>

<p>We have a car park for residents, which is near a rank of shops, including a busy Pharmacy, plus a Doctors' Surgery, so I'm very concerned that the result of this planned action will be to find 'outside ' vehicles visiting these facilities and using spaces intended for residents &amp; their visitors, so there will be no spaces for those entitled to park in the residents' car park.</p> <p>The current system is used sensibly and leaves provision for ALL, so why change it? Shoppers, patients, visitors &amp; their vehicles can all be accommodated, while this appears to be an ill-judged proposal, which helps NO ONE, so I urge the Council to revise and cancel this plan, which will cause problems where none exist!</p>	<p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p>
<p><u>Objection 29</u></p> <p>Although I understand your need to keep clear the corners of Brighton and Stroud roads, I would urge you not to restrict parking any further in Brighton Road as parking in this (and neighbouring roads) is already very limited and as well as impacting on visiting families, it also impacts on working parents needing to drop off and collect their children from school and those with limited mobility</p>	<p>Thank you for your comments.</p> <p>As detailed within proposal drawing for this location (Area 6) it is only proposed to introduce no waiting at any times in proximity to the junction of Brighton Road and Stroud Road.</p>
<p><u>Objection 30</u></p> <p>The planned restrictions will cause a huge problem for those who don't have a driveway together with people guesting others in their properties.</p> <p>What is more it will disvalue the properties in the mentioned and restricted area, buying and selling will be affected and it won't give any benefit for residents.</p>	<p>Thank you for your comments.</p> <p>It is not proposed to implement a blanket no waiting policy on the full lengths of those roads, within Patchway, listed within the Notice of Proposal for this scheme.</p> <p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p>
<p><u>Objection 31</u></p> <p>Many households without private parking will be forced to find alternative parking perhaps far from where they live and it will become competitive between neighbours and visitors to find spaces. Car that would have been parked in a spaced out fashion across Patchway will now be concentrated into the few areas they can park locally. These proposed changes only offer disruption to residents.</p>	<p>Thank you for your comments.</p> <p>It is not proposed to implement a blanket no waiting policy on the full lengths of those roads, within Patchway, listed within the Notice of Proposal for this scheme.</p> <p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p>

	<p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p>
<p><u>Objection 32</u></p> <p>I object to the proposals in this document. Patchway has seen a massive increase in housing accomodation over the past few years there are a lot of residential addresses, which heavily rely on cars getting to work and shops. Due to the Patchway location on the outskirts of Bristol and lack of shops available nearby a lot of people commute to work using their vehicles and living in this part of town in general is heavily reliable on cars. There are poor buses connections around here and people have no choice but use their cars everyday.</p> <p>The listed proposals are not adequate nor proportionate to the living situation in Patchway. A lot of houses do not have drive ways around here and so people are forced to park on the road. A lot of people will be disadvantaged if these proposals are accepted as there are no parking spaces at the moment and it is as bad as it is.</p> <p>Depriving local residents from the chance to stop or park on main roads especially Bradley Road will have tremendous consequences. Local people may even start moving out from the area if these changes are introduced as each household on average has 3-4 cars now and not being able to stop or park on the main roads will be difficult for them. I do not see a reason why these changes should be introduced and personally object to all of them.</p>	<p>Thank you for your comments.</p> <p>It is not proposed to implement a blanket no waiting policy on the full lengths of those roads, within Patchway, listed within the Notice of Proposal for this scheme.</p> <p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p>
<p><u>Objection 33</u></p> <p>Can you tell me why South Glos Council are making it impossible for residents of Patchway to park outside their own properties? Where to you expect us to park? I have to say this has to be the most stupid suggestion I've heard.</p> <p>Do residents get parking permits? Or do we all have to sell our cars. I'm not sure you've thought this one out.</p>	<p>Thank you for your comments.</p> <p>It is not proposed to implement a blanket no waiting policy on the full lengths of those roads, within Patchway, listed within the Notice of Proposal for this scheme.</p> <p>The potential impact on local residents and their visitors has been taken into account when proposing the extents of the waiting restrictions in this area.</p> <p>As such they have been kept to a minimum to only cover those areas of the highway, close to junctions, around bends or in the vicinity of road narrowing's where it is unsuitable to park at any time without potentially having a detrimental impact on visibility and the free movement of traffic.</p> <p>Although it is understood that local residents wish to park as close as possible to their</p>

	<p>properties, the Highway is primarily for the movement of traffic. On street parking is permitted, within residential areas such as this, but it should be noted that nobody has the right or should expect to be able to park directly outside their own property, especially if this parking is in a location that restricts visibility, access and the free movement of traffic along the Highway.</p> <p>Drivers should ensure that they park their vehicle in a location where it is safe and legal to do so, without causing an obstruction or danger to other road users or contravening waiting restrictions or the Highway Code.</p>
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Support comments	Officers comments
<p><u>Support 1</u></p> <p>Parking restriction currently apply to road outside my property and all roads in the surrounding area.</p>	<p>Thank you for your comments.</p>
<p><u>Support 2</u></p> <p>Fully support this as inconsiderate drivers park 2 abreast on my street, limiting road width, at the end (by woods) blocking getting past with a pram, and wait on the corner to use the postbox making entering/exiting onto coniston road difficult</p>	<p>Thank you for your comments.</p>
<p><u>Support 3</u></p> <p>You can put as many traffic restrictions in place as you like but if you don't enforce them it's a pointless exercise. In 17 years of living in Patchway I have never seen a traffic warden in the area and have never seen a parking ticket on any illegally parked vehicle. I wait to see if this improves.....I doubt it will.</p>	<p>Thank you for your comments.</p> <p>Waiting restrictions in South Gloucestershire are generally well enforced and the enforcement team are able to target their resources to address problem areas.</p>
<p><u>Support 4</u></p>	



<p>Regarding Sycamore Drive only - the proposal is needed as people regularly park near these junctions causing problems that back onto the main road. Although I'm not aware of any accidents so far, there is clearly potential for them.</p> <p>I agree there's no need to continue the restrictions further down, even near the Fir Tree Close junction, where drivers are all in the 'housing estate' mentality. Congratulations on coming up with a proportionate and clearly well thought out response to what is a fairly minor problem in the overall scheme of the world.</p>	<p>Thank you for your comments.</p>
<p><u>Support 5</u></p> <p>I welcome the proposed introduction of 'no waiting at any time' on the junction of Larch Way/Sycamore Drive. This has been a very difficult junction to navigate when exiting the Larch Way cul de sac.</p> <p>Cars which currently park right up the the junction on both sides of the exit make this a blind spot for exiting. You are unable to see traffic approaching from your left unless you pull out on to Sycamore Drive beyond the parked cars.</p> <p>The added danger is that not everyone drives at the mandatory 20mph and would not be able to stop when seeing the nose of the car edge out. It is also difficult to see cars entering Sycamore Drive from Coniston Road. The new waiting time restrictions would make it a lot easier and safer to enter Sycamore Drive from Larch Way</p>	<p>Thank you for your comments.</p>
<p><u>Support 6</u></p> <p>Please can you look again at the junction of Stroud Rd &amp; Cavendish Rd. There is a bend in Cavendish right on this junction where cars, but mainly vans, park and obscure visibility. Traffic traveling south has to go round this bend on the wrong side of the road, and traffic coming out of Stroud Rd, turning right towards Rodway, also has to emerge onto Cavendish on the wrong side of road due to parked vehicles.</p>	<p>Thank you for your comments.</p> <p>Any further amendments to the proposals in this location would require further consultation with local residents which would further delay the introduction of any measures in the Patchway area and could receive objections from other local residents.</p> <p>There are numerous residential roads in this area, where inconsiderate parking as described would have an impact on other road users but it is not feasible for the council to install waiting restriction in every location where this may be the case.</p> <p>The absence of waiting restrictions however does not mean that drivers can park in a manner that may create a safety issue or obstruction.</p> <p>This type of problem parking would be a matter for the Police who have the power to tackle such inconsiderate or dangerous parking without the need for waiting restrictions to be present.</p>

	If the scheme is installed as advertised, we will of course continue to monitor any parking issues reported in this area and if deemed necessary by the Assess and Decide team, further proposals or amendments could be considered in the future.
<p><u>Support 7</u></p> <p>Patchway Town Council are in support of the proposals that have been put forward under this scheme. However, the Town Council would like to see the results of the public consultation including any of the scheme's with significant feedback, so that an informed decision can be made from the public consultation. The Town Council would also like to see South Gloucestershire Council enforce the speed limits and waiting zones through cameras and more traffic calming measures.</p>	<p>Thank you for your comments.</p> <p>Limitation of scope and budget means engineers cannot consider additional measures, including speed cameras and traffic calming measures within this review.</p> <p>The comments received will be shared with the Assess and Decide Team to consider if further investigation is warranted.</p>
<p><u>Support 8</u></p> <p>Agree</p>	<p>Thank you for your comment.</p>

Other comments	Officers comments
Other for the scheme:-	
<p><u>Comment 1</u> Response from Police:</p> <p>Thank you for your email and attachments regarding the proposed waiting restriction review of various roads in Patchway as shown on the attached.</p> <p>It is understood from the Statement of Reasons that "Following the review in 2016, requests have been received from residents and local members in the Patchway Area to review the current waiting restrictions and add additional restrictions in areas which weren't included in the 2016 review.</p> <p>Funding has been prioritised to review the current waiting restrictions in the Patchway area.</p> <p>In response to enquiries received from local residents and following discussions with the local Councillors, it is proposed to modify existing waiting restrictions and introduce new no waiting at any time restrictions.</p> <p>Purpose of the scheme The purpose of the scheme is to remove obstructive and inappropriate parking i.e. on junctions and narrow sections of roads, through the use of waiting restrictions to prevent</p>	<p>Thank you for your comments.</p>

visibility and access issues which in turn. This improve the safety for residents and traffic in general.

Proposed scheme

It is proposed to introduce no waiting at any time restrictions (double yellow lines) at junctions, bends and narrow sections of carriageway to prevent indiscriminate parking which can reduce visibility, obstruct the free movement of both pedestrian and vehicular traffic as well as hampering access to service vehicles such as refuse lorries.”

Drawing reference Waiting Restrictions:

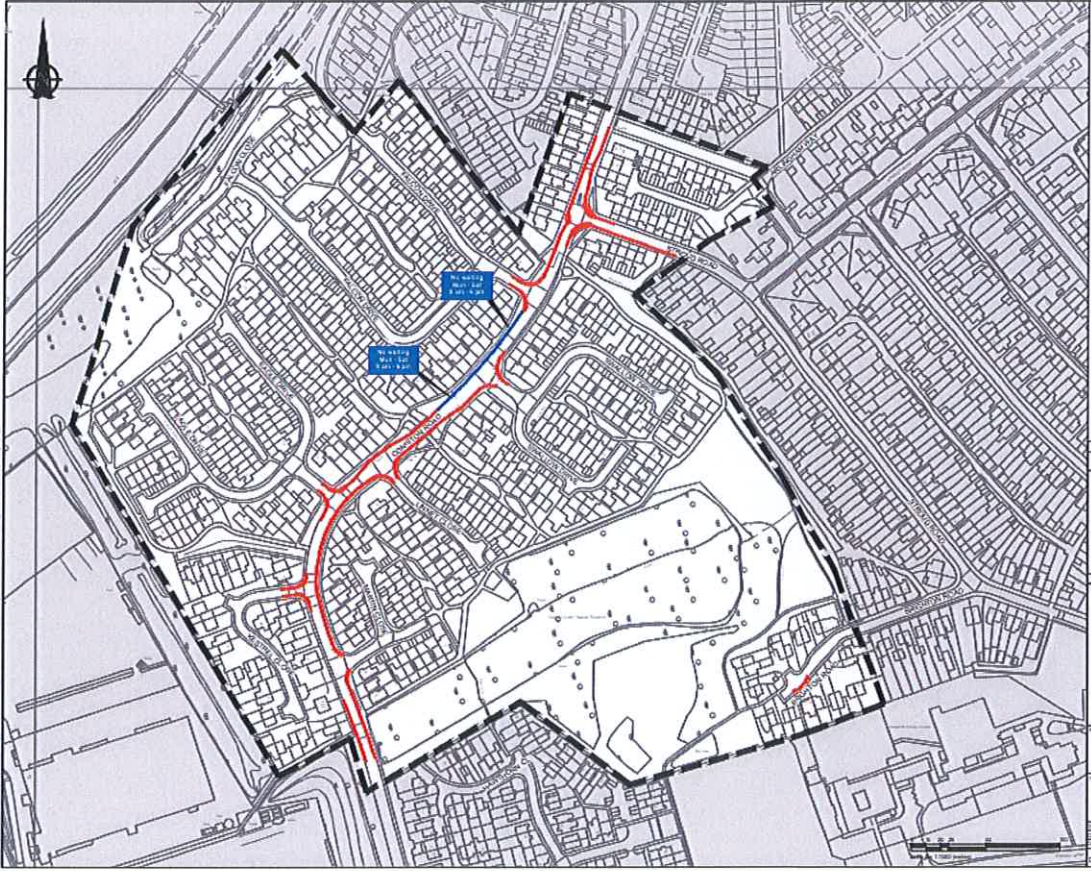
- Proposed – T423-437-011A – 018A as shown.

Enforcement of waiting restrictions within the South Gloucestershire Council area rests with South Glos. Council Parking Services.

The proposals should meet the aspirations behind their introduction.

APPENDIX B – LEGAL ADVERT PROPOSED PLANS





**TRAFFIC ORDER KEY**

- No waiting & stopping any time
- No waiting & stopping any time
- Traffic Order Boundary

**STATUTORY NOTICE**

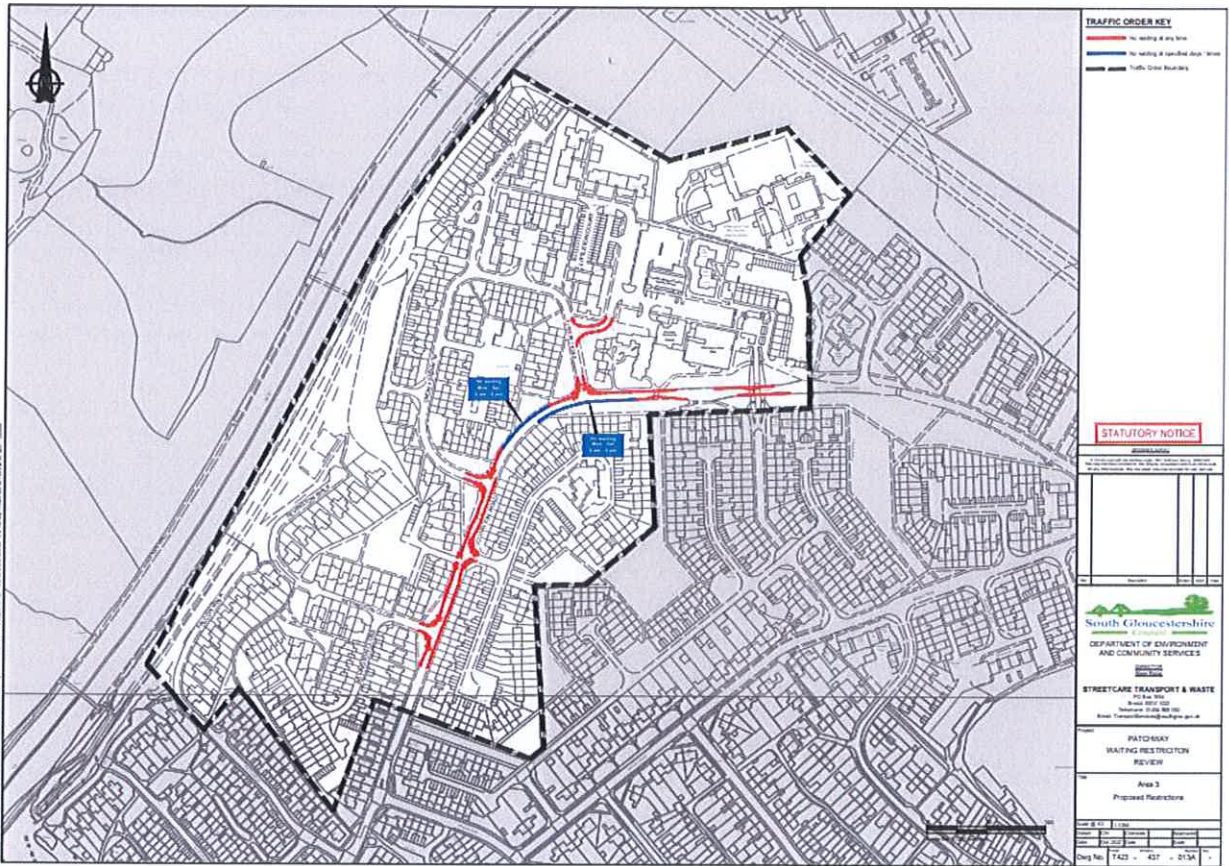
**South Gloucestershire**  
 DEPARTMENT OF ENVIRONMENT  
 AND COMMUNITY SERVICES

**STREETCASE TRANSPORT & WASTE**  
 202000  
 01142 822 000  
 Email: [Transport@sga.southgloucester.gov.uk](mailto:Transport@sga.southgloucester.gov.uk)

**PATHWAY  
 WAITING RESTRICTION  
 REVIEW**

Area 2  
 Proposed Restrictions

Drawing No: T42 - 431 - 012A



**TRAFFIC ORDER KEY**  
 - - - - - No waiting & no drive  
 - - - - - No waiting & restricted drop / pick  
 - - - - - Traffic Order Boundary

**STATUTORY NOTICE**

Description	

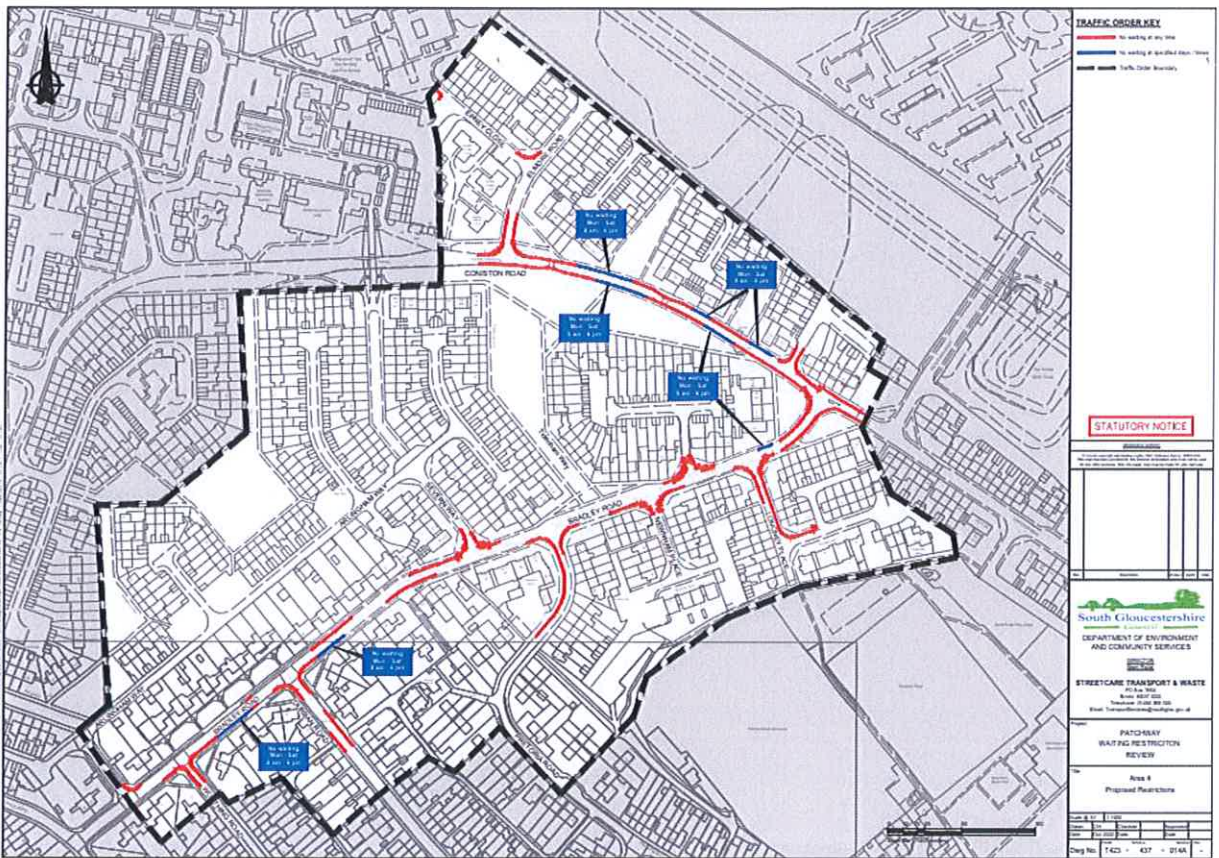
**South Gloucestershire**  
 A Unitary Authority of Gloucestershire  
**DEPARTMENT OF ENVIRONMENT  
 AND COMMUNITY SERVICES**

**STREETCARE TRANSPORT & WASTE**  
 25, The Hill  
 Bristol BS1 1QJ  
 Telephone: 01274 881000  
 Email: [Transport@scwtp.gov.uk](mailto:Transport@scwtp.gov.uk)

**PATDRESSAY  
 WAITING RESTRICTION  
 REVIEW**  
 Area 3  
 Proposed Restrictions

Drawn	Checked	Approved	Date

Doc No: T422 - 437 - 2134



**TRAFFIC ORDER KEY**  
 — No parking at any time  
 — No parking at specified times  
 — Traffic Order Boundary

**STATUTORY NOTICE**

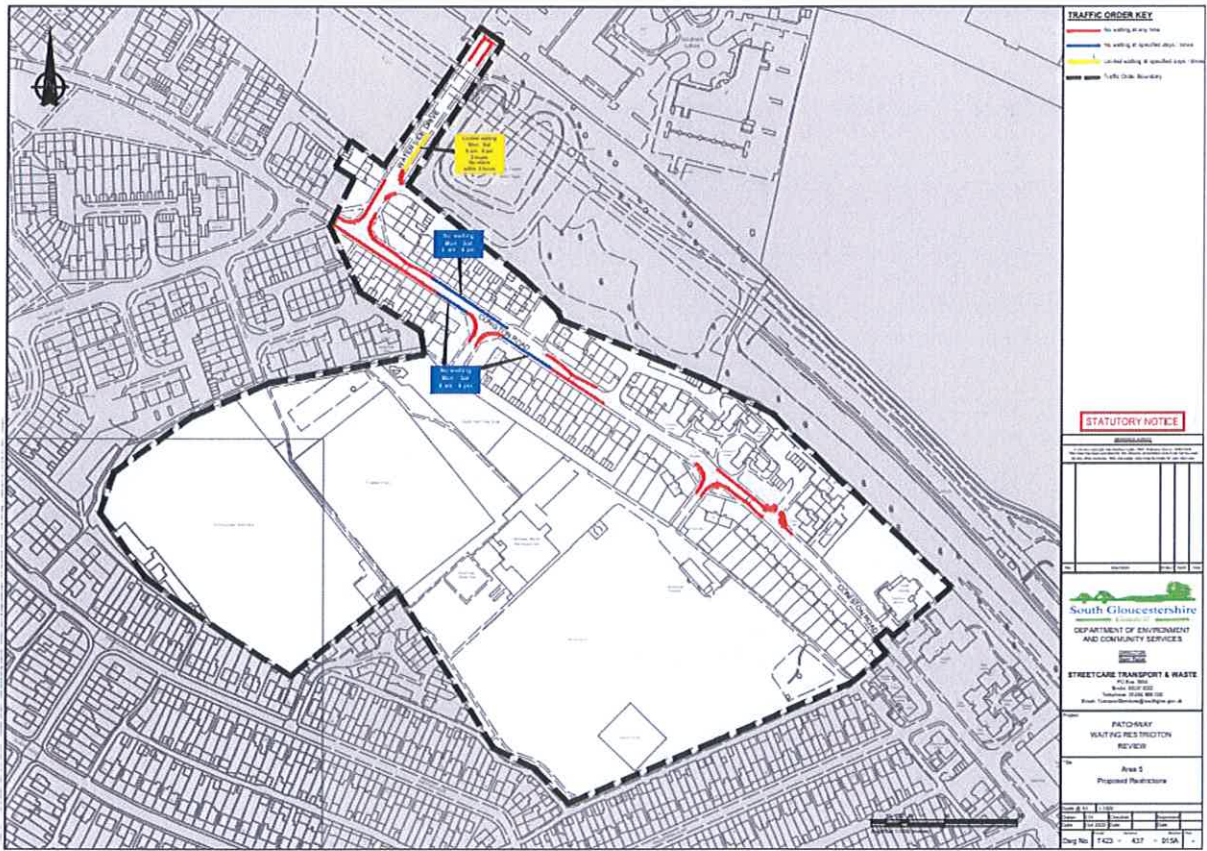
Information

Area	Start Date	End Date

**South Gloucestershire**  
 DEPARTMENT OF ENVIRONMENT  
 AND COMMUNITY SERVICES  
 STREETCARE TRANSPORT & WASTE  
 4th Fl, 2nd St,  
 Bristol, BS1 1BB  
 Email: [transport@sgcouncil.gov.uk](mailto:transport@sgcouncil.gov.uk)

PATCHWORK  
 WALKING RESTRICTION  
 REVIEW  
 Area 4  
 Proposed Restrictions

Scale	1:100
Drawn	
Checked	
Approved	
Day No.	T423 - 437 - 2144



**TRAFFIC ORDER KEY**

- No waiting at any time
- No waiting at specified times
- Limited waiting at specified times
- Traffic Order Boundary

**STATUTORY NOTICE**

Description	

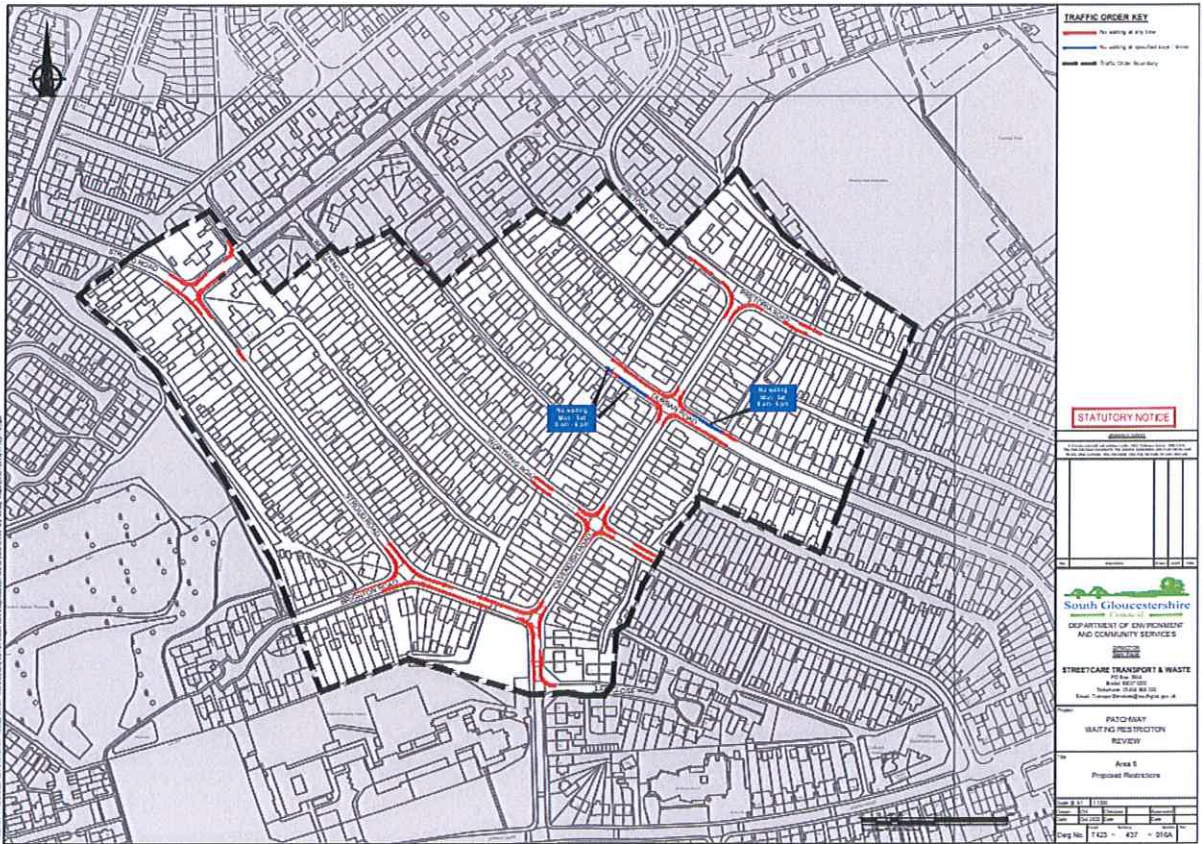

  
**South Gloucestershire**
  
UNINCORPORATED
  
 DEPARTMENT OF ENVIRONMENT
   
 AND COMMUNITY SERVICES

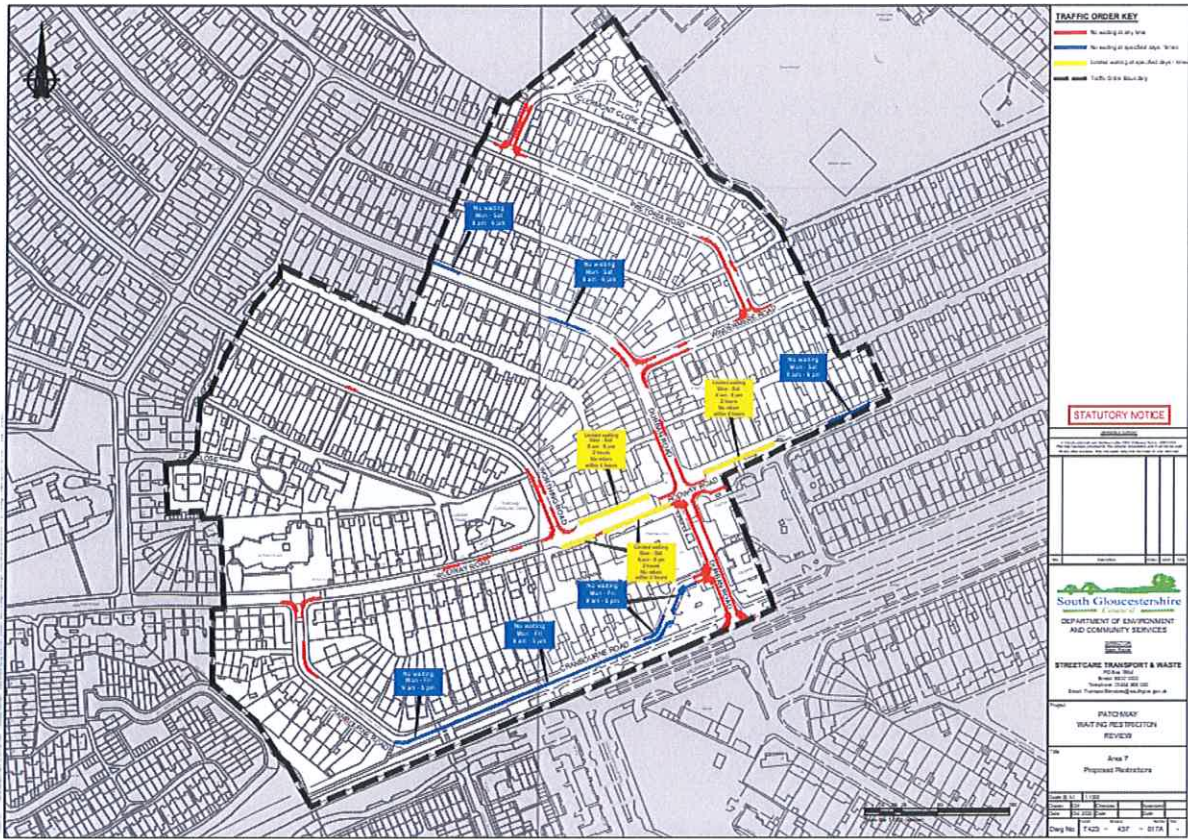
**STREETCARE TRANSPORT & WASTE**
  
25 Park Road
  
Stroud, Glos, GL8 3JG
  
Phone: 01453 862100
  
Email: [TrafficOrders@sgc.gov.uk](mailto:TrafficOrders@sgc.gov.uk)

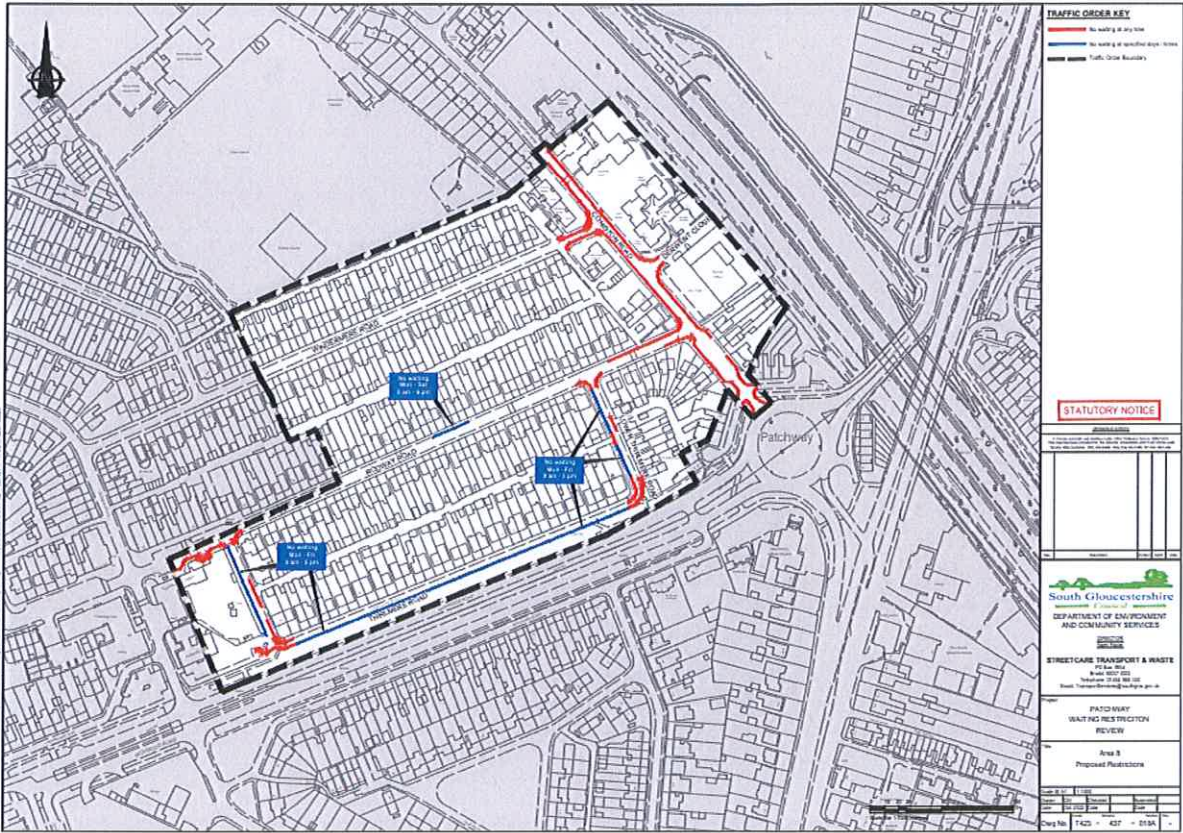
**PATHWAY**
  
**WAITING RESTRICTION**
  
**REVIEW**

Area 5
   
 Proposed Restrictions









**TRAFFIC ORDER KEY**

- No waiting at any time
- No waiting at specified days/times
- - - - - Traffic Order Boundary

**STATUTORY NOTICE**

**South Gloucestershire**  
 A Unitary Authority of Gloucestershire  
**DEPARTMENT OF ENVIRONMENT  
 AND COMMUNITY SERVICES**

**STREET CARE TRANSPORT & WASTE**  
 PO Box 802  
 Patchway, Bristol BS10 2DZ  
 Telephone: 01454 881122  
 Email: [transport@scw.southgloucester.gov.uk](mailto:transport@scw.southgloucester.gov.uk)

**PATCHWAY  
 WAITING RESTRICTION  
 REVIEW**  
 Area 3  
 Proposed Restrictions

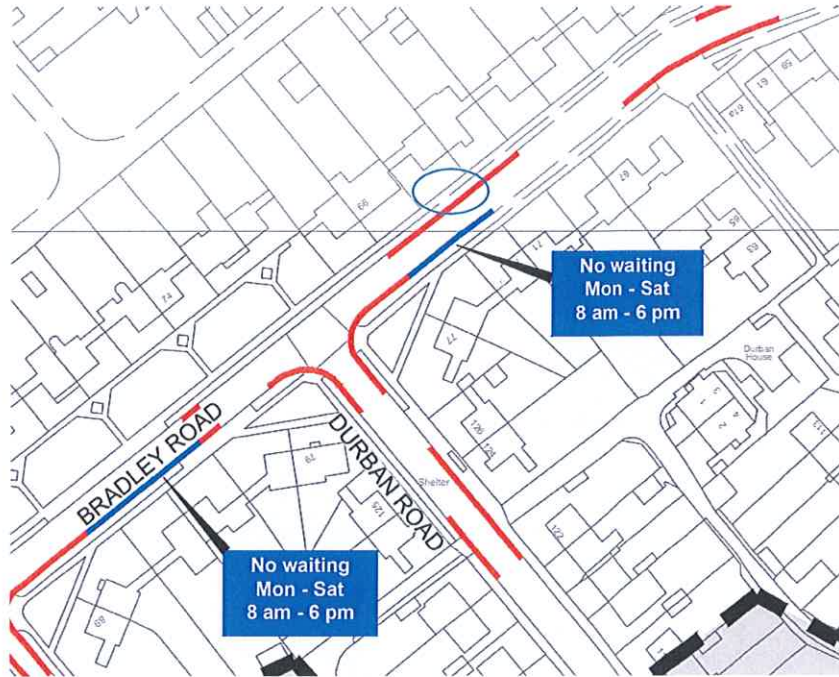
Drawn: [ ] Date: [ ]  
 Checked: [ ] Date: [ ]  
 Approved: [ ] Date: [ ]

Draw No: T&W - 427 - 013A

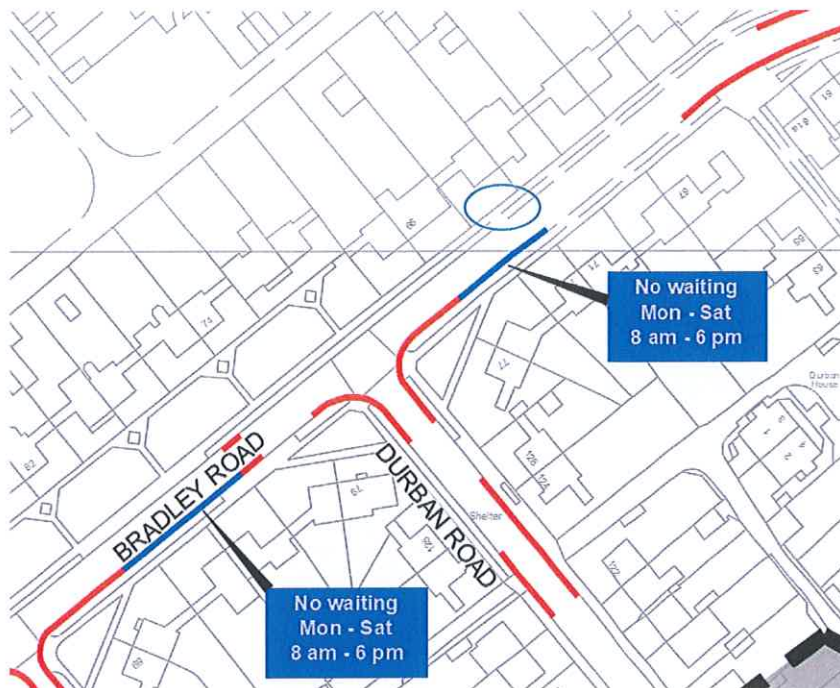
**APPENDIX C – PROPOSED AMENDMENT AND REMOVALS**

**Bradley Road – outside Nos. 62 to 66 – remove extents of proposed no waiting at any time restrictions.**

**Formally advertised extents**

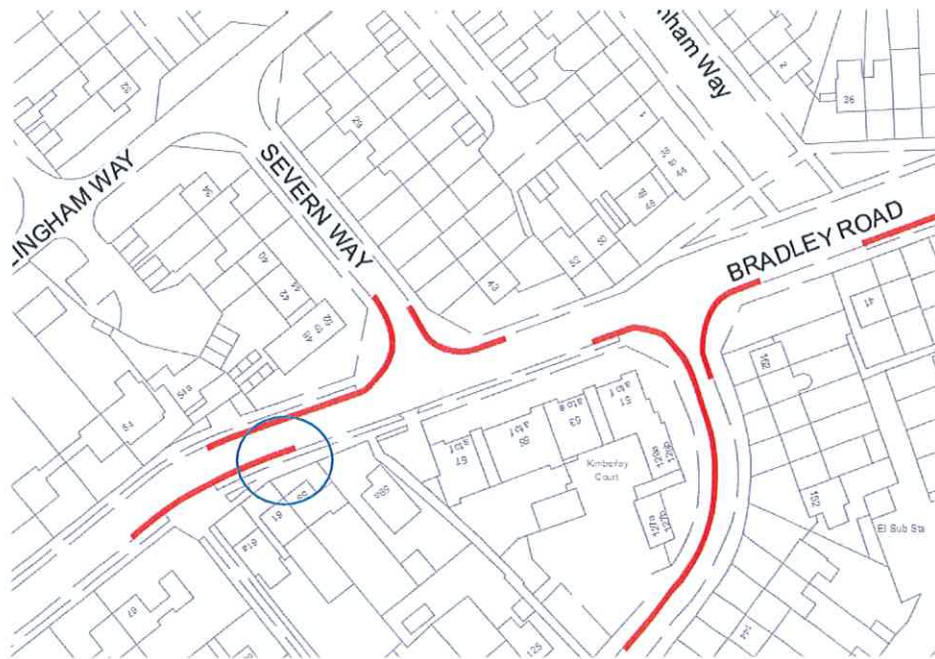


**Proposed removal**



Bradley Road – between Nos. 59 and 67 – reduce extents of proposed no waiting at any time restrictions

Formally advertised extents

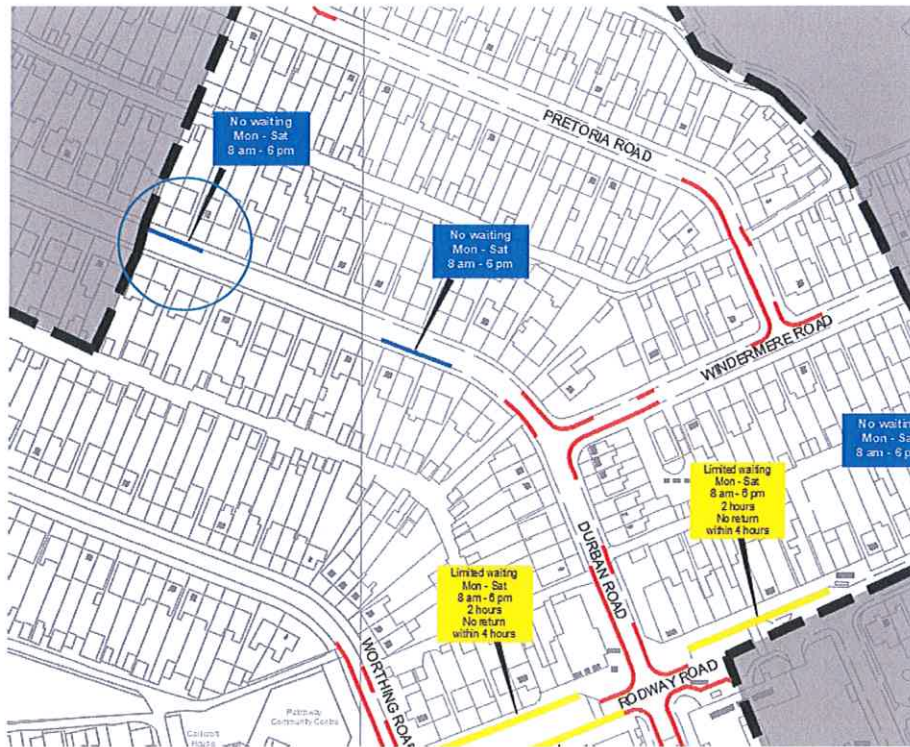


Proposed reduced extents



Durban Road – outside Nos. 50 to 54 – remove extents of proposed no waiting restrictions.

Formally advertised extents



Proposed removal



## Clerk

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**From:** Isobel Walker <Isobel.Walker@southglos.gov.uk>  
**Sent:** 02 October 2023 21:20  
**To:** Clerk; Deputy Clerk  
**Cc:** Mark Greveson  
**Subject:** Re: [EXTERNAL EMAIL] - RE: Parade Development Meeting

Good evening all,

I met with the Bromford rep on Friday but this was only to be informed that due to the delay in filling in the underpass the work on the Parade will also be delayed, this isn't all negative as it gives the planning people a chance to rework some things out, as soon as I have any more information I'll pass it on, I don't have anything to add to the full council meeting as there has been no meetings since recess, I would also like to give my apologies for the coming full council as I will be away on holiday,  
Thanks,

**Cllr Isobel Walker**  
Independent Councillor for Patchway Coniston  
Telephone: 07745 742946

If you are contacting me as a local constituent please be aware I may need to share your personal and casework information when contacting South Gloucestershire Council officers or other agencies relevant to your query, for more information please refer to my privacy notice at <https://www.southglos.gov.uk/cprivacy>

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**From:** Clerk <clerk@patchwaytowncouncil.gov.uk>  
**Sent:** Monday, October 2, 2023 6:22:27 PM  
**To:** Isobel Walker <Isobel.Walker@southglos.gov.uk>; Deputy Clerk <deputyclerk@patchwaytowncouncil.gov.uk>  
**Cc:** Mark Greveson <mark.greveson@bromford.co.uk>  
**Subject:** Re: [EXTERNAL EMAIL] - RE: Parade Development Meeting

Hi Isobel,

I hope you're well.

Please can we have an update from this meeting so that I can pass this onto the Parks, Open Spaces, Planning and Transport Committee tomorrow for a brief update.

I look forward to your full report at Full Council - if possible can we get an update prior to Friday so Councillors can digest it over the weekend please?

Best Wishes,

Jack Turner B.A (Hons), Cert. CiLCA, PSLCC.  
Locum Clerk

Patchway Town Council  
Callicroft House  
Rodway Road  
Patchway  
Bristol  
BS34 5DQ

01454 868530  
Clerk@Patchwaytowncouncil.gov.uk



PATCHWAY TOWN COUNCIL  
Callicroft House, Patchway, Bristol, BS34 5DQ  
[www.patchwaytowncouncil.gov.uk](http://www.patchwaytowncouncil.gov.uk)

**Town Clerk and Deputy Clerk & Responsible Finance Officer's Report**

**Patchway Town Council events**

**The Patchway Scarecrow Trail**

Due to reduced staffing at Callicroft House, this has been given to FACE to run with the youth centre in October 2023. It is envisaged that the young people will create some and be able to place in prominent places across the town.

**Fireworks to Music Event**

Ticket sales have exceeded 1000 tickets sold at the time of writing, providing a minimum income of £2763 guaranteed from the event. Below is an estimated breakdown of the event costs.

<b>Income</b>	
PTC event budget allocation	£ 3,500.00
Ticket sales	£ 3,500.00
Sponsorship	£ 250.00
Croles Funfair	£ 750.00
<b>Total</b>	<b>8,000.00</b>
<b>Expenditure</b>	
Fireworks display	£ 5,541.67
Toilet hire	£ 350.00
Entertainment	£ 1,185.00
Security	£ 370.00
Photography - Gary Millward	£ 100.00
Volunteer dinners (Snack Attacks)	£ 100.00
First Aid - Steve Sollars	£ 150.00
<b>Total</b>	<b>7,796.67</b>
<b>Income/Expenditure</b>	<b>£ 203.33</b>

**Other events**

There are no other events planned for 2023. The events working group will be taking a look at 2024 events in December 2023 and will bring a report to the January 2024 meeting.





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### **Patchway Twinning Update**

Although there hasn't been a Friends of Patchway Twinning meeting recently there was a tri-national zoom meeting held and plans for 2024 were discussed. Patchway Town Council are now the active partner in the Civic function of Twinning and the Friends of Patchway Twinning Group are there to assist the Town Council. The exchange in 2023 was hugely positive for all involved with regards to the young people who attended however the programme of events was put together to welcome them after 5 years of no-one attending due to COVID. This doesn't need to be replicated each visit. Please note that there are NO Civic exchanges planned for 2024 due to the large celebrations held in 2023. There is a big focus on youth within 2024.

**1. 22/04/2024 - 28/04/2024 visit from Clermont to Patchway: 24 students aged 13-14 and three teachers.**

From discussions held with our counterparty in Clermont, they have made plans to explore Bristol and surrounding areas. They will spend one day at Patchway Community School and are in dialogue with the school directly.

**PTC Involvement:** Civic welcome at Callicroft House with Mayor, Town Councillors, Chair of South Gloucestershire Council, Freeman of Patchway and Friends of Patchway Twinning. A lunch provided for all and maybe a talk given about Patchway. Budget of around £300 required.

**2. 29/04/2024 - 06/05/2024 Visit from Patchway to Gauting: 10 students and two teachers.**

The officers of Patchway Town Council have secured a grant for £1500 from Almondsbury Charity for this exchange. The students will take part in work experience in different sectors. The school is liaising with Town Council staff over dates and who will take part.

**PTC Involvement:** Apart from the initial booking and linking the schools, no direct involvement.

**3. Spring 2024 - Visit from Gauting to Patchway: 10 students and two teachers from Gauting.**

The dates are yet to be confirmed but likely to be in May/June 2024.

**PTC Involvement:** Civic welcome at Callicroft House with Mayor, Town Councillors, Chair of South Gloucestershire Council, Freeman of Patchway and Friends of Patchway Twinning. A lunch provided for all and maybe a talk given about Patchway. Budget of around £300 required.

**4. Spring 2024 – Presentation of Patchway Town Council Twinning Award**

The Patchway Twinning Trophy is awarded for achievement within the Modern Foreign Languages at our local Primary and Secondary schools. The award celebrates high levels of performance and progress when learning a new language.

**PTC Involvement:** Mayor to present award with £20 gift card as a token prize.



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**Minutes of the meeting between Patchway Town Council's Youth Working Group, South Gloucestershire Council and The Foundation for Active Community Engagement held on Monday 25<sup>th</sup> September 2023 at 10am at Callicroft House, Patchway.**

**Present:** Cllr Roger Loveridge & Cllr Jenny James (Patchway Town Council), Jon Watkins (Deputy Clerk, Patchway Town Council), Sharon Adams & Millie Crowley (South Gloucestershire Council), Debbie Temi & Dawn Young (FACE), Andrew Davies (Deputy Clerk, Charlton Hayes Parish Council), Cllr Deirdre Hason (Charlton Hayes Parish Council)

**1. Welcome & introductions**

All present introduced themselves and Sharon gave a brief overview of the purpose of the group.

**2. FACE update**

Dawn Young provided a written report of recent activities undertaken by FACE. It had been a good summer with lots of activities and the centres and outreach kept open to ensure some consistency for young people. Also trips with other clubs across South Glos to give young people the chance to meet with others. See attached report for full details.

**3. Patchway Town Council update**

Grants have been given out to FACE, North Bristol Rugby Club and Patchway Cricket Club to support their youth work and activity.

PTC are running 10 two-hour sessions of Sport Fun Days for 5 – 12-year-olds in October, in July ran a Summer Crafts session for younger children, and delivered the Platinum Party in the Park back in the summer.

PTC are currently working with Patchway Community School to send 8-10 Year 10 students and 2 teachers on a twinning visit to Gauting, Germany in May 2024?

PTC are looking at commissioning a piece of art for the Casson Centre and involving the FACE LGBT+ user group in that project.

**4. Charlton Hayes Parish Council update**

Charlton Hayes are a brand new council and still finding their way. They have been in contact with FACE and have met with the Police to start gathering information about young people's needs in the area.

CHPC are hoping to have a new youth building as part of the Brabazon development, hopefully during 2024 and are wanting to get ideas from different organisations.

CHC are looking into some Christmas events that can be held soon.

**5. Communication and PR**

FACE have a new Comms staff member and are working on trying to remove the old Facebook Groups about The Patch as it has incorrect information on it.

Patchway TC and FACE have now linked up and are in regular communication to promote opportunities.

*Patchway is Twinned with Clermont l'Herault and Gauting.*





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**ACTION:** FACE and CHPC to share contact info so activities for young people can also be promoted in CH

**6. Update on youth work premises.**

The Patch currently has a roof leak, FACE are working on getting this fixed and will be going around the building to identify anything else that needs to be done.

Looking at getting a new sign and potentially extending the car parking round the back.

Nursery have left building but Patchway Learning Centre are going to be using the Centre for two days a week.

Casson Centre is being used by FACE once a month for their LGBTQ+ group.

**7. Update from SGC on the Youth Activities Offer recommissioning**

Sharon explained the Youth Activities Offer contract which is the way the Council distributes all its budget for youth activities and advised that SGC is in the final stages of tenders with it closing on 17<sup>th</sup> October. A decision will be made before Christmas and ready for the new contracts to begin 1<sup>st</sup> April 2024.

**ACTION:** Sharon will send further information onto Charlton Hayes.

**8. Ways of working across the Parish Boundaries**

Young people don't understand or care about parish boundaries and will attend the youth club closest to their home or where their friends go. FACE data shows that a lot of young people from CHPC attend the clubs in Patchway. It was agreed the group work together to provide youth work for all local young people to access.

**9. Aims of youth working group**

Everyone was happy with current agenda and for Sharon to Chair. Charlton Hayes are interested in being involved in future working groups. Meetings would move to Thursdays to suit all and take place quarterly / once a term.

**10. AOB**

Clr Jenny James informed the group of plans for the Red Dress project for International Women's day that will be held on 8<sup>th</sup> March 2024. Community group membership has fallen since Covid and looking at developing a network event for groups that can have a free stall to get new memberships, also discussed about a relation of a suffragette doing a talk. Venue is still in discussion so Jenny will keep the group updated. Would be good to get young people involved in event.

Next meeting to be 18<sup>th</sup> January 2024 at 10am at Callicroft House. Jon will send an invite

*Patchway is Twinned with Clermont l'Herault and Gauting.*



## Priority Neighbourhood Meeting

Patchway and Charlton Hayes

Monday 18<sup>th</sup> September 2023

Teams Meeting

### Present

Cllr Roger Loveridge (RL) - Patchway Town Council - PN Chair

Liz Evans (LE) - Southern Brooks

Dawn Young (DY) – FACE

Jessica Ford (JF) – South Glos Over 50's Forum/St. Chads youth worker

Jon Watkins (JW) - Deputy Town Clerk

Elaine Taylor – Concord Community Engagement Forum

Hannah Hulbert – CVS South Glos

Rebecca Furness – Patchway Library

Laura Flanagan – Bristol City Council

Anna Kozłowska – Concord Church Community & Social Action Manager

Andy Carter- Concord Church Vicar

Suzie James – South Glos Council Community Learning

Cllr Sam Scott – PTC, Charlton and Cribbs

Christopher Brodigan – South Glos Council

### **1 Welcome, introductions and apologies.**

#### **Welcome**

**Liz Evans confirmed everyone was happy for meeting to be recorded to aid with taking the minutes, and for email addresses to be shared.**

The Chair, Roger Loveridge, welcomed everyone to the meeting.

#### **Apologies were received from:**

Cllr Isobel Walker

Nick Rogers (NR) - Avon and Fire Rescue

Cllr Isobel and Roland Walker

Katy Hemming – Patchway 2nd Scout Group

## Introductions

1. Each person at the meeting introduced themselves and explained their roles within the Patchway community.

2. Laura Flanagan explained about the “Shaping Places for Healthier Lives” project that will be covering the Patchway, Charlton, Coniston and Cribbs areas looking at food in/security with 5 local school and community groups. With an aim to look at the reasons why people in the area don't eat well and to produce some long-term solutions.

Questions – ET – How does the community get involved?

LF – It is hoped that the 5 organisations that have been chosen to be involved have reach out into the community, so will be using these connections following the first planning meeting which is in 3 weeks.

Some discussion followed.

3. Suzie James from South Glos Community Learning introduced herself and advised of the resources that are running in the area. ESOL (English for Speakers of Overseas Languages) Courses run :

Little Stoke Tuesday and Thursday 1-3pm

Patchway Tuesdays and Thursdays 1 -3pm

Patchway Mondays and Tuesdays 6-8pm

Andy Carter advised that Concord Church is running similar – about to change to a Café style.

4. Dawn Young gave update on Patchway Youth Centre and work to improve the building, signage is due to be put outside shortly. The nursery has moved out and various new organisations are using the space – Pathways to Learning, Home Schooling Project, Duke of Edinburgh and the Violence Reduction Unit.

New links would be good.

Questions – Chris Brodigan will link up.

4. Chris Brodigan Introduced himself and shared details about a new International Community Empowerment Program (ICEP) program helping to upskill for employability international communities. Offers free 1:1 employment coaching, employability workshops and courses and ESOL courses. The programme was started in Kingswood and now moving to Stoke Gifford but will follow where there is a need, with a hard launch next Tuesday in the St. Michaels Centre:

<https://youtu.be/7Sid4rJzpWo>

5. Hannah Hulbert from CVS South Glos introduced herself, offering support for community volunteer groups with policy/procedure, grants and funding issues.

6. Anna Kozłowska introduced herself as the new Community and Social Action Manager for Concord church based in the Concord building. They are looking to engage with the community and work out what the core needs are to help long term rather than crisis management. Andy Carter (Vicar) Introduced himself- Concord is currently providing the language café, stay and play group, hoping to investigate food education and be involved with the Charlton Community Garden.

7. Jon Watkins Deputy Town Clerk PTC gave feedback on the Patchway Platinum Party – it was well received by residents and visitors from further afield. The summer craft sessions welcome 50 children and their families and there were lots of international families involved which was positive.

There are plans for free sports coaching on the 3G pitch in October for 5–12-year-olds funded by South Glos. Thanks Noted. New Playground equipment in Scot Park. Thanks Noted.

Community Grants have been awarded to North Bristol Rugby Club, FACE youth Centre, Coniston Stay & Play and Patchway Cricket Club.

8. Any other business –

SJ advised that they have a plot at the Blakeny Rd allotments and would be keen for other groups to link in with this. Some discussion about the new Community Garden in Charlton.

ET advised there are various areas in Charlton that need looking at as they are unkept.

AC advised these may come under ongoing maintenance issues in the area and that the community garden would need to be a safe space away from roads but for ET to keep reporting areas that feel neglected.

Some discussion followed.

RL mentions that the youth club has some raised beds and outside space and any help with developing this area would be welcomed by the team at FACE. DY confirmed there are 3 raised beds, 1 is planted up by the youth who are growing various veg and there is a large area to the rear of the venue of which Pathways are using some. That Duke of Edinburgh is also being run so anyone 13+ can get involved that way.

RF queried if the Casson Centre warm room is still running?

RL advised that at this point its unsure and that the venue is now booked out quite a lot for various groups and youth work.

LE advised the warm space at Coniston is still running every day from 2-4

ET raised the Patchway Newsletter seems to have become a town council document and people can't find them or get out to collect them and many won't read it online and therefore are not connected.

RL advised this has been discussed previously and that everyone is aware of where the council offices are and anyone who likes can contact the council offices and will have one delivered if needed. The town council can't afford to deliver to everyone and there has been good feedback to the online version.

JW – We will make sure we get them out to other venues and will put in the town news re the option for delivery.

JF mentioned that from the South Glos Over 50's Forum that have found that only 50% of their members are online so could it also be put in St. Chads News, Over 50's forum etc Also she suggested that at some point it would be worth revisiting the idea of using advertising to fund the print and delivery of the Patchway Post as all the other Stokes areas do.

JW- will take this on board and push as far as possible.

ET – Queried if there is any documentation from previous PN Meetings where work had been put into “Where do we want Patchway to be going” and what has happened to this work.

LE advised she will investigate it and report back next meeting.

**Date, time and venue of next meeting – JANUARY – LE to confirm.**

For further meeting information please call 07971744846 email: [lizevans@southernbrooks.org.uk](mailto:lizevans@southernbrooks.org.uk)

We want to ensure that your needs are met. If you would like this information in any other format, please contact us.



## Office

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**From:** T&PC Forum Main Email <admin@tandpcforum.org.uk>  
**Sent:** 30 September 2023 21:15  
**Subject:** Save the date next TPC Forum meeting 14/11/23 Teams 1730~1930

Date of Next Meeting

Tuesday 14 November 2023, 5.30 to 7.30 by teams. Details will follow nearer to date.

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## Microsoft Teams meeting

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 380 628 965 924

Passcode: HdEiPo

[Download Teams](#) | [Join on the web](#)

**Or call in (audio only)**

[+44 20 7660 8199,,889218938#](#) United Kingdom, London

[0800 640 3901,,889218938#](#) United Kingdom (Toll-free)

Phone Conference ID: 889 218 938#

[Find a local number](#) | [Reset PIN](#)



Use the "Help" link to get information about joining the meeting if you are a member of the public or work for one of our partner organisations.

[Learn More](#) | [Help](#) | [Meeting options](#) | [Legal](#)

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ensuring South Gloucestershire continues to be a great place to live and work

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With Best Wishes From

Cllr. Nicholas Quinlivan  
Vice Chair - T&PC

Nick

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With Best Wishes From

Cllr. Nicholas Quinlivan  
Vice Chair - T&PC

## Clerk

---

**From:** Penny Robertson-Adams <Penny.Robertson-Adams@southglos.gov.uk>  
**Sent:** 02 October 2023 21:15  
**To:** Town & Parish Clerks  
**Subject:** South Gloucestershire Council autumn engagement programme

Dear Town & Parish Council Clerks,

As part of our commitment to hearing the residents voice in our decision-making, we will shortly be launching an autumn engagement programme covering a wide range of topics.

I'm writing to give you information about the programme, to ensure that you are able to consider the proposals and respond within the timescales we are working to.

The major consultation exercise will be on the council budget, which will be live from Monday 16<sup>th</sup> October until Friday 8<sup>th</sup> December.

Other consultation and engagement exercises live during the autumn include engagement on the new council plan priorities, consultations on potential changes to services such as waste and libraries, and consultation on a range of transport schemes.

Information about the next phase of consultation on the new Local Plan will also come in the Autumn, with formal consultation expected to take place over the winter. As ever, a number of other consultations will also come forward during this time, which may impact your local area.

I appreciate that responding to this many consultation and engagement exercises in a similar time period is a significant ask. We will be making information about all these exercises available in paper format and online and hope to attend the Town and Parish Council Forum meeting on 14<sup>th</sup> November to discuss.

It's really important that we hear from you on these important topics. We are constrained by decision-making timelines and so are forced to bring a significant number of consultations forward at the same time, however please do let us know if this will pose any difficulties and we will explore what we can do to support you in examining these issues so that you can provide considered responses.

Kind regards

**Penny Robertson-Adams**  
Insight and Engagement Manager  
South Gloucestershire Council  
01454 868550

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Payments for October Council

Payee	Invoice Detail	Net (cost to council)	VAT	Gross	Our Ref
Lucy Hartland-Mann	Outdoor performers for Music to Fireworks event on 4 November	£ 600.00	£ -	£ 600.00	10-23-009
GB Sport & Leisure Ltd	Supply & install Madeira Combi Unit for Scott Park Play Area	£ 28,046.70	£ 5,609.34	£ 33,656.04	10-23-010
National Association of Local Councils	Town Clerk vacancy advertisement	£ 100.00	£ 20.00	£ 120.00	10-23-011
Avoncrop Amenity Products	Loam and grass seed for cricket pitch post season maintenance	£ 542.00	£ 84.80	£ 626.80	10-23-012
DCK Accounting Solutions Ltd	Accounting assistance and posting - September 2023	£ -	£ 292.50	£ 351.00	10-23-013
Limitless Security Ltd	6 x security guards for Music to Fireworks event on 4 November 2023	£ 610.50	£ 122.10	£ 732.60	10-23-014
Amazon Business	Hi viz tee shirts for groundstaff	£ 32.58	£ 6.52	£ 39.10	10-23-015
Jon Watkins	Expenses for postage and Play Area software credits	£ 88.50	£ 17.60	£ 106.10	10-23-016
Murray Hire Centres Ltd	Chainsaw equipment	£ 79.00	£ 15.80	£ 94.80	10-23-017
Prolific Solutions South West Ltd	Photocopier printing - September 2023	£ 102.06	£ 20.41	£ 122.47	10-23-018
BDO LLP	Limited assurance review for y/e 31/3/2023 (external audit)	£ 2,520.00	£ 504.00	£ 3,024.00	10-23-019
ADTXtremeClean Ltd	NSP Pavilion cleaning - September 2023	£ 180.00	£ -	£ 180.00	10-23-020
Jolo Sparkles Childrens Parties	Balloon Making & Magic at Music to Fireworks event on 4 November 2023	£ 185.00	£ -	£ 185.00	10-23-021
Avon Local Councils Association	Budgeting for Clerks and Finance Staff training	£ 30.00	£ -	£ 30.00	10-23-022
Avon Local Councils Association	Year End & Audit training for Deputy Clerk	£ 30.00	£ -	£ 30.00	10-23-023
Avon Local Councils Association	Year End & Audit training for Clerk	£ 30.00	£ -	£ 30.00	10-23-024
Avon Local Councils Association	The Role of Internal Audit training for Deputy Clerk	£ 30.00	£ -	£ 30.00	10-23-025
Amazon Business	4 x recycling bins for Callicroft House and Casson Centre	£ 67.45	£ 13.50	£ 80.95	10-23-026
Cordell Health Ltd	Staff support training sessions	£ 360.00	£ -	£ 360.00	10-23-027
Origin Amenity Solutions	Nozzles for pitch line markers	£ 9.20	£ 1.84	£ 11.04	10-23-028
Steve Sollars	Medic cover for Fireworks to Music on 4 November	£ 165.00	£ -	£ 165.00	10-23-029
Amazon Business	60 x loo rolls for Callicroft House and Casson Centre	£ 15.82	£ 3.17	£ 18.99	10-23-030
		£ -	£ -	£ -	
		£ -	£ -	£ -	
	<b>Total for October Council</b>	<b>£34,116.31</b>	<b>£6,477.58</b>	<b>£40,593.89</b>	

<b>Account name or alias</b> PATCHWAY TOWN C BR	<b>Account number</b> 08631638	<b>Sort code</b> 52-10-05	<b>Account currency</b> GBP
<b>Debit or credit</b> Any	<b>Current cleared balance</b> 40836.76		

Any eligible deposits you hold with us are protected by the Financial Services Compensation Scheme (FSCS). A link to the FSCS Information Sheet and list of exclusions can be found on your digital statement. For further information about the compensation provided by the FSCS, refer to the FSCS website at [www.FSCS.org.uk](http://www.FSCS.org.uk).

The interest rate is 1.45% gross 1.46% AER.  
This is based on the balance of 31st of August 2023.

Date	Type	Transaction details	Debit	Credit	Balance
		Closing balance			54,108.74
31-Aug-2023		TO 01321218	-9,890.79		54,108.74
31-Aug-2023	INT	31AUG GRS 08631638		60.57	63,999.53
29-Aug-2023		FROM 01321218		35,000.00	63,938.96
25-Aug-2023		TO 01321218	-115.09		28,938.96
24-Aug-2023		FROM 01321218		395.02	29,054.05
23-Aug-2023		FROM 01321218		183.21	28,659.03
22-Aug-2023		FROM 01321218		48.69	28,475.82
21-Aug-2023		TO 01321218	-10,056.05		28,427.13
18-Aug-2023		TO 01321218	-2,418.27		38,483.18
17-Aug-2023		TO 01321218	-12.50		40,901.45
16-Aug-2023		TO 01321218	-40,856.73		40,913.95
15-Aug-2023		TO 01321218	-24,292.42		81,770.68
14-Aug-2023		FROM 01321218		123.69	106,063.10
11-Aug-2023		FROM 01321218		92.29	105,939.41
10-Aug-2023		FROM 01321218		2,498.64	105,847.12
09-Aug-2023		FROM 01321218		49,975.00	103,348.48
08-Aug-2023		TO 01321218	-183.65		53,373.48
07-Aug-2023		TO 01321218	-270.40		53,557.13
04-Aug-2023		FROM 01321218		40,290.84	53,827.53
03-Aug-2023		FROM 01321218		84.01	13,536.69
02-Aug-2023		FROM 01321218		1,241.99	13,452.68
01-Aug-2023		TO 01321218	-298.63		12,210.69
		Opening balance			12,509.32
<b>Totals</b>			<b>-88,394.53</b>	<b>129,993.95</b>	

<b>Account name or alias</b> PATCHWAY TOWN CO ATF	<b>Account number</b> 01321218	<b>Sort code</b> 52-10-05	<b>Account currency</b> GBP
<b>Debit or credit</b> Any	<b>Current cleared balance</b> 1000.00		

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Date	Type	Transaction details	Debit	Credit	Balance
		<b>Closing balance</b>			<b>1,000.00</b>
31-Aug-2023	EBP	....., 08-23-025, FP 31/08/23 40, 43024230136352000N	-4,455.00		1,000.00
31-Aug-2023	EBP	AVON PENSION FUND, 08-23-008, FP 31/08 /23 40, 20024252406057000N	-3,174.78		5,455.00
31-Aug-2023	EBP	HMRC, 08-23-007, FP 31/08/23 40, 62024238567239000N	-3,099.37		8,629.78
31-Aug-2023	CHG	04AUG A/C 01321218	-36.37		11,729.15
31-Aug-2023		FROM 08631638		9,890.79	11,765.52
31-Aug-2023	BAC	STOKE LANE AFC, 2023-24-089, FP 31/08 /23 1221, 400000001198866769		135.00	1,874.73
31-Aug-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 31/08/23 0850, PH737VTI1HM11N9N00		146.33	1,739.73
31-Aug-2023	BAC	SNACK ATTACKS, 2023-24-82, FP 31/08/23 1012, POK0OD2UWU2CW88ODU		593.40	1,593.40
29-Aug-2023		TO 08631638	-35,000.00		1,000.00
29-Aug-2023	CHP	PATCHWAY TOWN CO, PCM55CI13884822, CCLA		35,000.00	36,000.00
25-Aug-2023	POS	0936 24AUG23, PATCHWAY SERVICE, STATI, BRISTOL GB	-138.14		1,000.00
25-Aug-2023		FROM 08631638		115.09	1,138.14
25-Aug-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 25/08/23 0850, PH737VTI1HM0EGUQ00		23.05	1,023.05
24-Aug-2023		TO 08631638	-395.02		1,000.00
24-Aug-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 24/08/23 0846, PH737VTI1HM07LDX00		195.02	1,395.02
24-Aug-2023	BAC	EFGA RE BRISTOL, E5 LIONS, FP 24/08/23 1643, 46164358196977000N, E5 LIONS		200.00	1,200.00
23-Aug-2023		TO 08631638	-183.21		1,000.00
23-Aug-2023	D/D	IRIS BUSINESS SOFT, IBSL-66678-63	-15.91		1,183.21
23-Aug-2023	BAC	STRIPE PAYMENTS UK, PT COUNCIL ROOM HI, FP 23/08/23 0849, PH737VTI1HM031KS00, RE		199.12	1,199.12
22-Aug-2023		TO 08631638	-48.69		1,000.00
22-Aug-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 22/08/23 0843, PH737VTI1HMZWYHY00		48.69	1,048.69

21-Aug-2023	D/D	STRIPE, STRIPE-IL7LOCREVFG	-50.66	1,000.00
21-Aug-2023	EBP	18-23-006, FP 21/08/23 40, 15013311571277000N	-1,913.18	1,050.66
21-Aug-2023	EBP	, 08-23-002, FP 21/08/23 40, 34013311578797000N	-974.79	2,963.84
21-Aug-2023	EBP	, 08-23-003, FP 21/08/23 40, 26013303935668000N	-1,345.31	3,938.63
21-Aug-2023	EBP	, 08-23-001, FP 21/08/23 40, 05013312675863000N	-2,404.28	5,283.94
21-Aug-2023	EBP	, 08-23-005, FP 21/08/23 40, 01013309349169000N	-1,799.97	7,688.22
21-Aug-2023	EBP	A JONES, 08-23-004, FP 21/08/23 40, 47013321415710000N	-1,567.86	9,488.19
21-Aug-2023		FROM 08631638	10,056.05	11,056.05
18-Aug-2023	D/D	SMITHS GLOUCESTER, P570SGL	-2,466.00	1,000.00
18-Aug-2023		FROM 08631638	2,418.27	3,466.00
18-Aug-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 18/08/23 0857, PH737VTI1HMZK6Q700	47.73	1,047.73
17-Aug-2023	D/D	DE LAGE LANDEN, 22850251206	-998.88	1,000.00
17-Aug-2023		FROM 08631638	12.50	1,998.88
17-Aug-2023	BAC	PATCHWAY SPORTS &, 2022-23-249, FP 17 /08/23 1716, 500000001186341002	986.38	1,986.38
16-Aug-2023	EBP	HSBC AS DEPOSITORY, 08-23-025, FP 16/08 /23 40, 02023351308722000N	-50,000.00	1,000.00
16-Aug-2023		FROM 08631638	40,856.73	51,000.00
16-Aug-2023	BAC	HMRC VAT, 338442787	8,966.94	10,143.27
16-Aug-2023	BAC	FACE, FACE 2023-24-078, FP 16/08/23 1130, 00000000279691770	30.00	1,176.33
16-Aug-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 16/08/23 0844, PH737VTI1HMZ937Z00	146.33	1,146.33
15-Aug-2023	D/D	EE LIMITED, Q16509023444883916	-161.20	1,000.00
15-Aug-2023	EBP	D LAWRENCE & RJ HI, 08-23-016, FP 15/08 /23 40, 60023501877331000N	-918.00	1,161.20
15-Aug-2023	EBP	CORDELL HEALTH LTD, 08-23-019, FP 15/08 /23 40, 43023452971548000N	-90.00	2,079.20
15-Aug-2023	EBP	CIA FIRE & SECURIT, 08-23-013, FP 15/08/23 40, 34023458533939000N	-654.00	2,169.20
15-Aug-2023	EBP	THOMAS FATTORINI L, 08-23-010, FP 15/08 /23 40, 62023453250917000N	-1,004.69	2,823.20
15-Aug-2023	EBP	AVON LOCAL COUNCIL, 08-23-009, FP 15 /08/23 40, 33023505934638000N	-40.00	3,827.89
15-Aug-2023	EBP	, 08-23-014, FP 15/08/23 40, 44023511059852000N	-690.00	3,867.89
15-Aug-2023	EBP	NATIONAL GRID, 08-23-024, FP 15/08/23 40, 34023447023093000N	-1,892.90	4,557.89

15-Aug-2023	EBP	G B SPORT AND LEIS, 08-23-022, FP 15/08 /23 40, 21023459638829000N	-762.62		6,450.79
15-Aug-2023	EBP	ATD XTREMECLEAN LT, 08-23-020, FP 15/08 /23 40, 59023505534083000N	-60.00		7,213.41
15-Aug-2023	EBP	G B SPORT AND LEIS, 08-23-011, FP 15/08 /23 40, 46023506077402000N	-16,877.82		7,273.41
15-Aug-2023	EBP	PROLIFIC SOLUTIONS, 08-23-015, FP 15/08 /23 40, 24023459696545000N	-205.64		24,151.23
15-Aug-2023	EBP	KADINE SUTHERLAND, 08-23-021, FP 15/08 /23 40, 18023459613700000N	-465.00		24,356.87
15-Aug-2023	EBP	P FITZSIMMONS LTD, 08-23-018, FP 15/08 /23 40, 37023501576475000N	-283.00		24,821.87
15-Aug-2023	EBP	AVON LOCAL COUNCIL, 08-23-017, FP 15 /08/23 40, 14023458454565000N	-30.00		25,104.87
15-Aug-2023	EBP	KATIE HANNING, 08-23-012, FP 15/08/23 40, 40023453191302000N	-60.00		25,134.87
15-Aug-2023	EBP	MURRAY HIRE CENTRE, 08-23-023, FP 15/08 /23 40, 57023506173167000N	-58.20		25,194.87
15-Aug-2023	BLN	BANKLINE	-39.35		25,253.07
15-Aug-2023		FROM 08631638		24,292.42	25,292.42
14-Aug-2023		TO 08631638	-123.69		1,000.00
14-Aug-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 14/08/23 0855, PH737VTI1HMYUIE000		48.69	1,123.69
14-Aug-2023	BAC	SMITH T, 8/7/23, FP 12/08/23 1827, RP4679964588182600		75.00	1,075.00
11-Aug-2023		TO 08631638	-92.29		1,000.00
11-Aug-2023	D/D	VIRGIN MEDIA PYMTS, 757943901001	-38.40		1,092.29
11-Aug-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 11/08/23 0850, PH737VTI1HMYO5QL00		4.69	1,130.69
11-Aug-2023	BAC	BUDDING S, SCOTTBUDD OS FEES, FP 11/08 /23 1435, 315858655341118001		126.00	1,126.00
10-Aug-2023		TO 08631638	-2,498.64		1,000.00
10-Aug-2023	BAC	SOUTHGLOS-GENERAL, 0419138		1,440.00	3,498.64
10-Aug-2023	BAC	DADSV DADS LTD, 2023-24-060 DVD, FP 10 /08/23 1118, 00152242632BJSWKYC		126.00	2,058.64
10-Aug-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 10/08/23 0850, PH737VTI1HMYKJI900		95.93	1,932.64
10-Aug-2023	BAC	STRIPE PAYMENTS UK, PT COUNCIL ROOM HI, FP 10/08/23 0848, PH737VTI1HMYKANI00, RE		836.71	1,836.71
09-Aug-2023		TO 08631638	-49,975.00		1,000.00
09-Aug-2023	BAC	PUB WOR LN BRD ADV, PWLB-LOAN, FP 09 /08/23 0848, 11084804793479000N, PWLB- LOAN		49,975.00	50,975.00
08-Aug-2023	D/D	VIRGIN MEDIA PYMTS, 750322001001	-54.43		1,000.00
08-Aug-2023	D/D	INTY LTD, 3MQFKS7	-129.22		1,054.43



08-Aug-2023		FROM 08631638		183.65	1,183.65
07-Aug-2023	D/D	ALLSTAR, 299091	-270.40		1,000.00
07-Aug-2023		FROM 08631638		270.40	1,270.40
04-Aug-2023		TO 08631638	-40,290.84		1,000.00
04-Aug-2023	POS	0936 03AUG23, AMZNMKTPLACE, AMAZON.CO, AMAZON.CO.UK GB	-20.90		41,290.84
04-Aug-2023	BAC	VUR VILLAGE HOTELS, 798465		240.00	41,311.74
04-Aug-2023	CHP	PATCHWAY TOWN CO, PCM55CI13470185, CCLA		40,000.00	41,071.74
04-Aug-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 04/08/23 0851, PH737VTI1HMXVVS600		71.74	1,071.74
03-Aug-2023		TO 08631638	-84.01		1,000.00
03-Aug-2023	POS	0936 02AUG23, AMZNMKTPLACE, AMAZON.CO, AMAZON.CO.UK GB	-7.49		1,084.01
03-Aug-2023	POS	0936 02AUG23, AMZNMKTPLACE, AMAZON.CO, AMAZON.CO.UK GB	-5.88		1,091.50
03-Aug-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 03/08/23 0857, PH737VTI1HMXQJPC00		97.38	1,097.38
02-Aug-2023		TO 08631638	-1,241.99		1,000.00
02-Aug-2023	POS	0936 01AUG23, SP RBL POPPY, APPEAL, LONDON GB	-227.50		2,241.99
02-Aug-2023	BAC	PUBLIC SECTOR DEPO, 0134870001PI		756.85	2,469.49
02-Aug-2023	DPC	PATCHWAY CRICKET, PCC PITCH HIRE 3, VIA MOBILE - LVP		615.00	1,712.64
02-Aug-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 02/08/23 0845, PH737VTI1HMXJKMD00		97.64	1,097.64
01-Aug-2023	D/D	SCREWFIX DIRECT LT, 6331640020677746	-530.00		1,000.00
01-Aug-2023	D/D	INVESTEC ASSET FIN, 22351565619178390, INITIAL PAYMENT	-969.29		1,530.00
01-Aug-2023		FROM 08631638		298.63	2,499.29
01-Aug-2023	BAC	SNACK ATTACKS, 2023-24-069, FP 01/08/23 0959, P4GQULDNVYPBK231JO		272.88	2,200.66
01-Aug-2023	BAC	SNACK ATTACKS, RENT, FP 01/08/23 0956, PULS3OAS5VTXHBKIEE		700.00	1,927.78
01-Aug-2023	BAC	MELHUIH & SAUNDER, MELHUIH & SAUNDER, FP 01/08/23 0231, 37023122709127000N, MELHUIH & SAUNDER		227.78	1,227.78
Opening balance					1,000.00
Totals				-230,919.81	230,919.81

Bank Reconciliation Statement as at 31/08/2023  
for Cashbook 1 - Current Bank A/c

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Current A/c	31/08/2023		1,000.00
Reserve A/c	31/08/2023		54,108.74
	31/08/2023		0.00
			<u>55,108.74</u>
<u>Unpresented Payments (Minus)</u>			<u>Amount</u>
16/06/2023	VAT CORR1 Mowers Online		-347.99
16/06/2023	CORR Mowers Online		347.99
30/06/2023	CORR VAT2 Bradfords		-263.40
30/06/2023	CORR2 Bradfords		263.40
			<u>0.00</u>
			55,108.74
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			55,108.74
		Balance per Cash Book is :-	55,108.74
		Difference is :-	0.00

Signatory 1:

Name ..... Signed ..... Date .....

Signatory 2:

Name ..... Signed ..... Date .....

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2023

Month No: 5

## 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
<u>100 Income</u>								
1075 Sale of Assets	0	2,500	0	(2,500)			0.0%	
1076 Precept	0	270,136	540,271	270,136			50.0%	
1090 Interest Received	817	4,416	7,000	2,584			63.1%	
1100 CIL Payment	0	18,697	0	(18,697)			0.0%	
Income :- Income	<u>817</u>	<u>295,748</u>	<u>547,271</u>	<u>251,523</u>			<u>54.0%</u>	<u>0</u>
4220 IT Services & Software	0	100	0	(100)		(100)	0.0%	
5900 Transfer to EMR	0	18,697	0	(18,697)		(18,697)	0.0%	
Income :- Indirect Expenditure	<u>0</u>	<u>18,797</u>	<u>0</u>	<u>(18,797)</u>	<u>0</u>	<u>(18,797)</u>		<u>0</u>
<b>Net Income over Expenditure</b>	<u><b>817</b></u>	<u><b>276,951</b></u>	<u><b>547,271</b></u>	<u><b>270,320</b></u>				
<u>110 Establishment</u>								
4001 Admin Salary Costs	7,955	46,996	113,008	66,012		66,012	41.6%	
4002 Groundstaff Salary Costs	10,770	53,216	168,021	114,805		114,805	31.7%	
4031 Pension Lump Sum	(550)	(2,750)	(6,600)	(3,850)		(3,850)	41.7%	
4060 Staff other Expenses	90	453	200	(253)		(253)	226.7%	
4090 Staff Training	30	1,028	2,000	972		972	51.4%	
4091 Recruitment Advertising	0	1,190	0	(1,190)		(1,190)	0.0%	
4110 Bank Charges	76	335	800	465		465	41.9%	
4120 Audit Fees	0	(2,580)	2,220	4,800		4,800	(116.2%)	
4121 Accountancy Support fees	866	2,048	6,000	3,953		3,953	34.1%	
4130 Professional Fees	0	100	0	(100)		(100)	0.0%	
4150 Subscriptions & Memberships	0	2,409	2,500	91		91	96.4%	
4160 Insurance	0	3,837	5,827	1,990		1,990	65.8%	
4170 Stationery & Printing	301	939	1,000	61		61	93.9%	
4180 Postage	0	20	50	30		30	40.8%	
4200 Broadband	77	389	900	511		511	43.3%	
4210 Mobile Telephone	280	900	850	(50)		(50)	105.9%	
4220 IT Services & Software	121	2,553	4,500	1,947		1,947	56.7%	
4230 Equipment	0	808	2,500	1,692		1,692	32.3%	
Establishment :- Indirect Expenditure	<u>20,016</u>	<u>111,892</u>	<u>303,776</u>	<u>191,884</u>	<u>0</u>	<u>191,884</u>	<u>36.8%</u>	<u>0</u>
<b>Net Expenditure</b>	<u><b>(20,016)</b></u>	<u><b>(111,892)</b></u>	<u><b>(303,776)</b></u>	<u><b>(191,884)</b></u>				
<u>120 Civic/Democratic</u>								
1700 Grants & Donation Received	0	1,262	0	(1,262)			0.0%	
Civic/Democratic :- Income	<u>0</u>	<u>1,262</u>	<u>0</u>	<u>(1,262)</u>				<u>0</u>
4300 Mayoral Allowance	0	250	500	250		250	50.0%	
4310 Councillor's Training	40	56	1,000	944		944	5.6%	

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2023

Month No: 5

## 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
4330 Civic Regalia	0	1,354	0	(1,354)		(1,354)	0.0%	
4340 Civic Fund	1,027	5,080	1,500	(3,580)		(3,580)	338.7%	
4350 Elections	0	0	7,250	7,250		7,250	0.0%	
5910 Transfer from EMR	0	(750)	0	750		750	0.0%	
Civic/Democratic :- Indirect Expenditure	<u>1,067</u>	<u>5,991</u>	<u>10,250</u>	<u>4,259</u>	<u>0</u>	<u>4,259</u>	<u>58.4%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<b><u>(1,067)</u></b>	<b><u>(4,729)</u></b>	<b><u>(10,250)</u></b>	<b><u>(5,521)</u></b>				
<u>200 Callicroft House</u>								
1400 Callicroft House Income	0	44	500	456			8.8%	
Callicroft House :- Income	<u>0</u>	<u>44</u>	<u>500</u>	<u>456</u>			<u>8.8%</u>	<u>0</u>
4240 Property Maintenance	120	1,958	3,500	1,542		1,542	55.9%	
4410 Rates	0	7,610	8,800	1,190		1,190	86.5%	
4430 Utilities	38	1,244	4,500	3,256		3,256	27.6%	
Callicroft House :- Indirect Expenditure	<u>158</u>	<u>10,812</u>	<u>16,800</u>	<u>5,988</u>	<u>0</u>	<u>5,988</u>	<u>64.4%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<b><u>(158)</u></b>	<b><u>(10,768)</u></b>	<b><u>(16,300)</u></b>	<b><u>(5,532)</u></b>				
<u>210 Casson Centre</u>								
1410 Casson Centre Income	30	979	2,000	1,021			48.9%	
Casson Centre :- Income	<u>30</u>	<u>979</u>	<u>2,000</u>	<u>1,021</u>			<u>48.9%</u>	<u>0</u>
4220 IT Services & Software	0	159	0	(159)		(159)	0.0%	
4240 Property Maintenance	587	1,726	3,500	1,774		1,774	49.3%	
4410 Rates	0	1,098	1,700	602		602	64.6%	
4430 Utilities	72	483	1,500	1,017		1,017	32.2%	
4991 Stripe charge	0	2	0	(2)		(2)	0.0%	
5910 Transfer from EMR	(1,017)	(1,017)	0	1,017		1,017	0.0%	
Casson Centre :- Indirect Expenditure	<u>(358)</u>	<u>2,451</u>	<u>6,700</u>	<u>4,249</u>	<u>0</u>	<u>4,249</u>	<u>36.6%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<b><u>388</u></b>	<b><u>(1,472)</u></b>	<b><u>(4,700)</u></b>	<b><u>(3,228)</u></b>				
<u>220 Burials</u>								
1031 AJBC Income (50%)	0	0	20,828	20,828			0.0%	
Burials :- Income	<u>0</u>	<u>0</u>	<u>20,828</u>	<u>20,828</u>			<u>0.0%</u>	<u>0</u>
4501 AJBC Staff Costs (50%)	0	0	18,076	18,076		18,076	0.0%	
4511 AJBC Other Costs (50%)	0	3,325	9,148	5,823		5,823	36.3%	
5900 Transfer to EMR	0	0	3,326	3,326		3,326	0.0%	
5910 Transfer from EMR	0	0	(6,396)	(6,396)		(6,396)	0.0%	
Burials :- Indirect Expenditure	<u>0</u>	<u>3,325</u>	<u>24,154</u>	<u>20,829</u>	<u>0</u>	<u>20,829</u>	<u>13.8%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<b><u>0</u></b>	<b><u>(3,325)</u></b>	<b><u>(3,326)</u></b>	<b><u>(1)</u></b>				

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2023

Month No: 5

## 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
<u>300 Patchway</u>								
1416 Patchway CC Ground Rent	0	2	2	0			100.0%	
Patchway :- Income	0	2	2	0			100.0%	0
Net Income	0	2	2	0				
<u>310 Coniston</u>								
1415 Coniston Ground Rent	0	1	1	0			100.0%	
Coniston :- Income	0	1	1	0			100.0%	0
4610 Ground Rent	0	500	1,000	500		500	50.0%	
4620 PWLB Repayment	0	8,604	20,939	12,335		12,335	41.1%	
Coniston :- Indirect Expenditure	0	9,104	21,939	12,835	0	12,835	41.5%	0
Net Income over Expenditure	0	(9,103)	(21,938)	(12,835)				
<u>320 Rodway Road</u>								
4650 CCTV	0	0	1,000	1,000		1,000	0.0%	
5330 Planter and Tree Maintenance	0	0	500	500		500	0.0%	
Rodway Road :- Indirect Expenditure	0	0	1,500	1,500	0	1,500	0.0%	0
Net Expenditure	0	0	(1,500)	(1,500)				
<u>400 Youth &amp; Community</u>								
1700 Grants & Donation Received	1,440	8,280	0	(8,280)			0.0%	
Youth & Community :- Income	1,440	8,280	0	(8,280)				0
4240 Property Maintenance	0	181	0	(181)		(181)	0.0%	
4752 Warm Space Project	101	4,004	0	(4,004)		(4,004)	0.0%	
4867 Community Events/Engagement	0	18,832	7,500	(11,332)		(11,332)	251.1%	
4869 Youth Development	0	960	0	(960)		(960)	0.0%	
4991 Stripe charge	0	1	0	(1)		(1)	0.0%	
5910 Transfer from EMR	(3,903)	(3,903)	0	3,903		3,903	0.0%	
Youth & Community :- Indirect Expenditure	(3,802)	20,074	7,500	(12,574)	0	(12,574)	267.7%	0
Net Income over Expenditure	5,242	(11,794)	(7,500)	4,294				
<u>410 GRANTS</u>								
4600 Youth and Community Grants	0	3,700	7,500	3,800		3,800	49.3%	
GRANTS :- Indirect Expenditure	0	3,700	7,500	3,800	0	3,800	49.3%	0
Net Expenditure	0	(3,700)	(7,500)	(3,800)				

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2023

Month No: 5

## 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
<u>500</u> <u>Scott Park</u>								
1450 Vendor/Events Income	315	3,309	15,000	11,691			22.1%	
1510 Sports Income	1,841	3,237	8,500	5,263			38.1%	
1520 3G Sports Facility Income	2,106	10,199	22,000	11,801			46.4%	
1530 Cafe Income	700	3,500	8,400	4,900			41.7%	
1700 Grants & Donation Received	0	(1,600)	0	1,600			0.0%	
1990 Other Income	912	4,419	0	(4,419)			0.0%	
Scott Park :- Income	<u>5,874</u>	<u>23,064</u>	<u>53,900</u>	<u>30,836</u>			<u>42.8%</u>	<u>0</u>
4160 Insurance	0	2,132	2,000	(132)		(132)	106.6%	
4220 IT Services & Software	0	0	2,000	2,000		2,000	0.0%	
4230 Equipment	0	(244)	0	244		244	0.0%	
4235 Property Security\Caretaking	0	(6)	0	6		6	0.0%	
4240 Property Maintenance	4,103	9,328	3,500	(5,828)		(5,828)	266.5%	
4410 Rates	0	3,105	2,850	(255)		(255)	109.0%	
4430 Utilities	1,835	9,940	5,250	(4,690)		(4,690)	189.3%	
4650 CCTV	0	0	1,000	1,000		1,000	0.0%	
4930 Petrol and Diesel	340	1,549	3,000	1,451		1,451	51.6%	
4940 Machinery Maintenance/Repair	0	2,607	3,000	393		393	86.9%	
4945 Maintenance - Sports Facilitie	(58)	2,731	7,500	4,769		4,769	36.4%	
4950 Machinery & Tools	150	1,443	20,100	18,657		18,657	7.2%	
4965 Maintenance - Play Equipment	0	0	1,000	1,000		1,000	0.0%	
4970 Fencing	0	288	1,500	1,212		1,212	19.2%	
4991 Stripe charge	46	244	0	(244)		(244)	0.0%	
4992 Scott Park Tree Maintenance	0	0	500	500		500	0.0%	
4995 Staff Uniform	32	525	1,500	975		975	35.0%	
4997 Sports Equipment	0	0	500	500		500	0.0%	
5330 Planter and Tree Maintenance	0	798	0	(798)		(798)	0.0%	
5333 Signage Repair/Replace	0	30	0	(30)		(30)	0.0%	
Scott Park :- Indirect Expenditure	<u>6,449</u>	<u>34,471</u>	<u>55,200</u>	<u>20,729</u>	<u>0</u>	<u>20,729</u>	<u>62.4%</u>	<u>0</u>
Net Income over Expenditure	<u>(575)</u>	<u>(11,407)</u>	<u>(1,300)</u>	<u>10,107</u>				
<u>510</u> <u>Sports and Social Club</u>								
1500 Social Club Income	986	3,945	11,840	7,895			33.3%	
Sports and Social Club :- Income	<u>986</u>	<u>3,945</u>	<u>11,840</u>	<u>7,895</u>			<u>33.3%</u>	<u>0</u>
Net Income	<u>986</u>	<u>3,945</u>	<u>11,840</u>	<u>7,895</u>				
<u>600</u> <u>Allotments</u>								
1440 Allotment Rents	0	0	2,500	2,500			0.0%	

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1990 Other Income	0	98	0	(98)			0.0%	
Allotments :- Income	0	98	2,500	2,402			3.9%	0
4430 Utilities	0	221	500	279		279	44.3%	
5000 Pretoria Road	0	260	0	(260)		(260)	0.0%	
5010 Blakeney Road	0	394	0	(394)		(394)	0.0%	
Allotments :- Indirect Expenditure	0	875	500	(375)	0	(375)	175.0%	0
<b>Net Income over Expenditure</b>	<b>0</b>	<b>(777)</b>	<b>2,000</b>	<b>2,777</b>				
<u>700 Tumps and BMX Track</u>								
1435 Tumps Ground Rent Income	0	30	30	0			100.0%	
Tumps and BMX Track :- Income	0	30	30	0			100.0%	0
4420 Maintenance	0	0	500	500		500	0.0%	
4450 Rent Payable to Network Rail	0	213	250	37		37	85.2%	
Tumps and BMX Track :- Indirect Expenditure	0	213	750	537	0	537	28.4%	0
<b>Net Income over Expenditure</b>	<b>0</b>	<b>(183)</b>	<b>(720)</b>	<b>(537)</b>				
<u>710 Play Area</u>								
5100 Blakeney Road Path Rent	0	0	50	50		50	0.0%	
5101 Land at Coniston P Sch Rent	0	50	50	0		0	100.0%	
5200 Repairs and Maintenance	636	1,485	3,000	1,515		1,515	49.5%	
Play Area :- Indirect Expenditure	636	1,535	3,100	1,565	0	1,565	49.5%	0
<b>Net Expenditure</b>	<b>(636)</b>	<b>(1,535)</b>	<b>(3,100)</b>	<b>(1,565)</b>				
<u>720 Open Spaces Administration</u>								
4230 Equipment	0	658	0	(658)		(658)	0.0%	
4975 Skip	2,055	6,920	13,130	6,210		6,210	52.7%	
5300 Litter Bins	0	1,112	0	(1,112)		(1,112)	0.0%	
5320 Christmas Decoration	0	0	12,500	12,500		12,500	0.0%	
5330 Planter and Tree Maintenance	(44)	220	1,000	781		781	21.9%	
5340 Outside Area Maintenance/Biodi	1,362	1,828	0	(1,828)		(1,828)	0.0%	
Open Spaces Administration :- Indirect Expenditure	3,373	10,737	26,630	15,893	0	15,893	40.3%	0
<b>Net Expenditure</b>	<b>(3,373)</b>	<b>(10,737)</b>	<b>(26,630)</b>	<b>(15,893)</b>				
<u>800 Street Furniture &amp; transport</u>								
1900 Insurance Claims Refund	0	1,293	0	(1,293)			0.0%	
Street Furniture & transport :- Income	0	1,293	0	(1,293)				0

## Detailed Income &amp; Expenditure by Budget Heading 31/08/2023

Month No: 5

## 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
5333 Signage Repair/Replace	0	288	0	(288)		(288)	0.0%	
5450 Street Cleaning Supplies	0	321	500	179		179	64.2%	
Street Furniture & transport :- Indirect Expenditure	0	609	500	(109)	0	(109)	121.7%	0
<b>Net Income over Expenditure</b>	<b>0</b>	<b>684</b>	<b>(500)</b>	<b>(1,184)</b>				
<u>900 Capital and Projects</u>								
1099 PWLB Loan Received	49,975	49,975	0	(49,975)			0.0%	
1700 Grants & Donation Received	0	111,360	100,000	(11,360)			111.4%	
Capital and Projects :- Income	49,975	161,335	100,000	(61,335)			161.3%	0
4231 Equipment on HP	1,499	4,874	0	(4,874)		(4,874)	0.0%	
4232 Equipment HP Charges	289	910	0	(910)		(910)	0.0%	
4620 PWLB Repayment	0	15,711	31,500	15,789		15,789	49.9%	
5900 Transfer to EMR	50,000	50,000	0	(50,000)		(50,000)	0.0%	
9004 New Play Equipment	0	0	2,673	2,673		2,673	0.0%	
9005 New Hard Court	14,065	14,065	0	(14,065)		(14,065)	0.0%	
9009 Patchway CC Redevelopment	0	62,055	0	(62,055)		(62,055)	0.0%	
9014 Major Projects	0	1,500	210,100	208,600		208,600	0.7%	
9016 AJBC PWLB Repayment	0	0	7,800	7,800		7,800	0.0%	
Capital and Projects :- Indirect Expenditure	65,853	149,115	252,073	102,958	0	102,958	59.2%	0
<b>Net Income over Expenditure</b>	<b>(15,878)</b>	<b>12,220</b>	<b>(152,073)</b>	<b>(164,293)</b>				
Grand Totals:- Income	59,123	496,081	738,872	242,791			67.1%	
Expenditure	93,390	383,701	738,872	355,171	0	355,171	51.9%	
<b>Net Income over Expenditure</b>	<b>(34,268)</b>	<b>112,380</b>	<b>0</b>	<b>(112,380)</b>				
<b>Movement to/(from) Gen Reserve</b>	<b>(34,268)</b>	<b>112,380</b>						



## List of Payments made between 01/08/2023 and 31/08/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/08/2023	TRADE UK	DD5	530.00		Plants
01/08/2023	Investec Asset Finance	DD	789.29		Investec Asset Finance
01/08/2023	Investec Asset Finance PLC	DD	180.00		New Business Fee for Mower
02/08/2023	Poppy Appeal	POS9	227.50		Poppy Appeal
03/08/2023	Taryag Trading	POS11	5.88		Sticky Dots
03/08/2023	Amazon	POS12	7.49		Wall Planner
04/08/2023	Amazon	POS16	20.90		Copier Paper
07/08/2023	ALLSTAR	DD74	270.40		Diesel
08/08/2023	INTY LTD	DD17	129.22		Microsoft July-Aug 23
08/08/2023	Virgin Media Business	DD18	54.43		Broadband
11/08/2023	Virgin Media Business	DD26	38.40		Broadband Scott Park
08/2023	Murray Hire Centres LTD	EBP30	58.20		100m Tape Measure
15/08/2023	Avon Local Council's Associati	EBP32	30.00		Parkinson Partnership VAT for
15/08/2023	P Fitzsimmons Ltd	EBP33	283.00		Attend site for Blocked Drain
15/08/2023	Kadine A Sutherland	EBP34	465.00		Cleaning
15/08/2023	Prolific Solutions South West	EBP35	205.64		Copier & ICT Support
15/08/2023	ATDXtreme Clean Ltd	EBP37	60.00		Pavilion Clean
15/08/2023	National Grid Electricity Dist	EBP39	1,892.90		Electricity Cable Repairs
15/08/2023	Avon Local Council's Associati	EBP41	40.00		E-Learning Course
15/08/2023	Thomas Fattorini LTD	EBP42	1,004.69		Colonial Award Trophy
15/08/2023	CIA Fire and Security	EBP43	654.00		Replacement Hinge Closers
15/08/2023	Cordell Health	EBP44	90.00		Emotional Resilience
15/08/2023	Jack Turner	EBP40	690.00		Locum Hours Jul
15/08/2023	Wessex Ecological Consultants	EBP45	918.00		Wessex Ecological Consultants
15/08/2023	Katie Hanning	EBP31	60.00		Arts & Crafts Session
15/08/2023	Natwest	BLN29	39.35		Bankline Charges
15/08/2023	GB Sports & Leisure	EBP36	16,877.82		New Tennis Court
08/2023	GB Sports & Leisure	EBP38	762.62		Seesaw Arm
15/08/2023	EE Limited	DD46	161.20		Aug-Sept Mobile costs
16/08/2023	CCLA	EBP47	50,000.00		CCLA
17/08/2023	De Lage Landen Leasing Ltd	DD	998.88		HP Installments
18/08/2023	Smith's Gloucester Ltd	DD51	2,466.00		Skip
21/08/2023	August Salaries	EBP52/588	10,005.39		August Salaries
23/08/2023	IRIS	DD61	15.91		Monthly Payroll
25/08/2023	Applegreen Patchway	POS65	138.14		Diesel
31/08/2023	Natwest	CHG70	36.37		Charges
31/08/2023	Avon Pension Fund	EBP#1	3,174.78		Avon Pension Fund
31/08/2023	HMRC	EBP71	3,099.37		HMRC
31/08/2023	Jack Turner	EBP73	4,455.00		Locum Hours

Total Payments	100,935.77
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## Current Bank A/c

Receipts received between 01/08/2023 and 31/08/2023

## Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
BAC1	Banked 01/08/2023	227.78						
BAC1	Melhuish & Saunder	227.78		37.96	1990	500	189.82	Electric Recharge
BACS2	Banked 01/08/2023	700.00						
BACS2	Snack Attack Cafe Rent	700.00			1530	500	700.00	Snack Attack Cafe Rent
BACS3	Banked 01/08/2023	272.88						
BACS3	Snack Attack	272.88		45.48	1990	500	227.40	Cafe Electric Recharge
BAC6	Banked 02/08/2023	97.64						
BAC6	Stripe - 3G Pitch Hire	97.64			4991	500	-3.16	Stripe - 3G Pitch Hire
					1520	500	100.80	Stripe - 3G Pitch Hire
DPC7	Banked 02/08/2023	615.00						
DPC7	PCC Pitch hire	615.00			1510	500	615.00	PCC Pitch hire
BAC8	Banked 02/08/2023	756.85						
BAC8	CCLA Int Rec'd	756.85			1090	100	756.85	CCLA Int Rec'd
BAC10	Banked 03/08/2023	97.38						
BAC10	Stripe - 3G Pitch Hire	97.38			4991	500	-3.42	Stripe - 3G Pitch Hire
					1520	500	100.80	Stripe - 3G Pitch Hire
BAC13	Banked 04/08/2023	71.74						
BAC13	Stripe - 3G Pitch Hire	71.74			4991	500	-2.66	Stripe - 3G Pitch Hire
					1520	500	74.40	Stripe - 3G Pitch Hire
CHP14	Banked 04/08/2023	40,000.00						
CHP14	CCLA	40,000.00			230		40,000.00	CCLA
BAC15	Banked 04/08/2023	240.00						
BAC15	Village Hotels	240.00			1450	500	240.00	Village Hotels
BAC19	Banked 09/08/2023	49,975.00						
BAC19	PWLB New Loan	49,975.00			1099	900	49,975.00	PWLB New Loan
BAC23	Banked 10/08/2023	1,440.00						
BAC23	South Glos Central Grant	1,440.00			1700	400	1,440.00	South Glos Central Grant
BAC22	Banked 10/08/2023	126.00						
BAC22	Dads V Dads Pitch Hire	126.00			1520	500	126.00	Dads V Dads Pitch Hire
BAC21	Banked 10/08/2023	95.93						
BAC21	Stripe - 3G Pitch Hire	95.93			4991	500	-6.32	Stripe - 3G Pitch Hire
					1520	500	-100.80	Stripe - 3G Pitch Hire
					1520	500	201.60	Stripe - 3G Pitch Hire
					1520	500	1.45	Stripe - 3G Pitch Hire
BAC20	Banked 10/08/2023	836.71						
BAC20	Stripe - 3G Pitch Hire	836.71			4991	500	-3.29	Stripe - 3G Pitch Hire
					1520	500	840.00	Stripe - 3G Pitch Hire
BAC25	Banked 11/08/2023	4.69						
Subtotal Carried Forward:		95,557.60	0.00	83.44			95,469.47	

## Current Bank A/c

Receipts received between 01/08/2023 and 31/08/2023

## Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
BAC25	Stripe - 3G Pitch Hire	4.69			4991	500	-1.71	Stripe - 3G Pitch Hire
					1520	500	-44.00	Stripe - 3G Pitch Hire
					1520	500	50.40	Stripe - 3G Pitch Hire
BAC24	Banked 11/08/2023	126.00						
BAC24	3G Pitch Hire S Budding	126.00			1520	500	126.00	3G Pitch Hire S Budding
BAC28	Banked 14/08/2023	48.69						
BAC28	Stripe - 3G Pitch Hire	48.69			4991	500	-1.71	Stripe - 3G Pitch Hire
					1520	500	50.40	Stripe - 3G Pitch Hire
BAC27	Banked 14/08/2023	75.00						
AC27	T Smith	75.00			1450	500	75.00	T Smith
BAC75	Banked 16/08/2023	146.33						
BAC75	Stripe - 3G Pitch Hire	146.33			4991	500	-4.87	Stripe - 3G Pitch Hire
					1520	500	151.20	Stripe - 3G Pitch Hire
BAC76	Banked 16/08/2023	30.00						
BAC76	Face	30.00			1410	210	30.00	Face
BAC77	Banked 16/08/2023	8,966.94						
BAC77	HMRC VAT Refund	8,966.94			105		8,966.94	HMRC VAT Refund
BAC48	Banked 17/08/2023	986.38						
BAC48	Patchway Sports Social Cl Rent	986.38			1500	510	986.38	Patchway Sports Social
BAC50	Banked 18/08/2023	47.73						
BAC50	Stripe - 3G Pitch Hire	47.73			4991	500	-3.42	Stripe - 3G Pitch Hire
					1520	500	-50.40	Stripe - 3G Pitch Hire
					1520	500	101.55	Stripe - 3G Pitch Hire
DD58	Banked 21/08/2023	-50.66						
DD58	Stripe - 3G Pitch Hire	-50.66			4991	500	-1.71	Stripe - 3G Pitch Hire
					1520	500	-100.80	Stripe - 3G Pitch Hire
					1520	500	50.40	Stripe - 3G Pitch Hire
					1520	500	1.45	Stripe - 3G Pitch Hire
BAC59	Banked 22/08/2023	48.69						
BAC59	Stripe - 3G Pitch Hire	48.69			1520	500	48.69	Stripe - 3G Pitch Hire
BAC60	Banked 23/08/2023	199.12						
BAC60	Stripe - 3G Pitch Hire	199.12			4991	500	-0.88	Stripe - 3G Pitch Hire
					1510	500	200.00	Stripe - 3G Pitch Hire
BAC63	Banked 24/08/2023	195.02						
BAC63	Stripe - 3G Pitch Hire	195.02			4991	500	-6.58	Stripe - 3G Pitch Hire
					1520	500	201.60	Stripe - 3G Pitch Hire
BAC62	Banked 24/08/2023	200.00						
BAC62	EFGA Re BRISTOL E5 LIONS	200.00			1510	500	200.00	EFGA Re BRISTOL E5
BAC64	Banked 25/08/2023	23.05						
BAC64	Stripe - 3G Pitch Hire	23.05			4991	500	-0.95	Stripe - 3G Pitch Hire
Subtotal Carried Forward:		106,599.89	0.00	83.44			106,492.45	

## Current Bank A/c

Receipts received between 01/08/2023 and 31/08/2023

## Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
					1520	500	24.00	Stripe - 3G Pitch Hire
CHP66	Banked 29/08/2023	35,000.00						
CHP66	CCLA	35,000.00			230		35,000.00	CCLA
BAC67	Banked 31/08/2023	593.40						
BAC67	Snack Attack Electric Recharge	593.40		98.90	1990	500	494.50	Snack Attack Electric
BAC68	Banked 31/08/2023	146.33						
BAC68	Stripe - 3G Pitch Hire	146.33			4991	500	-4.87	Stripe - 3G Pitch Hire
					1520	500	151.20	Stripe - 3G Pitch Hire
BAC69	Banked 31/08/2023	135.00						
BAC69	Stoke Lane F C 3G Pitch Hire	135.00			1510	500	135.00	Stoke Lane F C 3G Pitch
INT	Banked 31/08/2023	60.57						
INT	Natwest Interest Rec'd	60.57			1090	100	60.57	Natwest Interest Rec'd
Total Receipts:		142,535.19	0.00	182.34			142,352.85	

<b>Account name or alias</b> PATCHWAY TOWN C BR	<b>Account number</b> 08631638	<b>Sort code</b> 52-10-05	<b>Account currency</b> GBP
<b>Debit or credit</b> Any	<b>Current cleared balance</b> 103348.48		

Any eligible deposits you hold with us are protected by the Financial Services Compensation Scheme (FSCS). A link to the FSCS Information Sheet and list of exclusions can be found on your digital statement. For further information about the compensation provided by the FSCS, refer to the FSCS website at [www.FSCS.org.uk](http://www.FSCS.org.uk).

The interest rate is 1.35% gross 1.36% AER.  
This is based on the balance of 31st of July 2023.

Date	Type	Transaction details	Debit	Credit	Balance
<b>Closing balance</b>					<b>12,509.32</b>
31-Jul-2023		TO 01321218	-9.63		12,509.32
31-Jul-2023	INT	31JUL GRS 08631638		84.91	12,518.95
28-Jul-2023		TO 01321218	-8,094.77		12,434.04
27-Jul-2023		TO 01321218	-47,201.30		20,528.81
26-Jul-2023		TO 01321218	-51,808.77		67,730.11
25-Jul-2023		TO 01321218	-15.91		119,538.88
24-Jul-2023		TO 01321218	-68.09		119,554.79
21-Jul-2023		TO 01321218	-9,468.70		119,622.88
20-Jul-2023		FROM 01321218		196.10	129,091.58
19-Jul-2023		TO 01321218	-4,488.62		128,895.48
18-Jul-2023		FROM 01321218		75.00	133,384.10
17-Jul-2023		TO 01321218	-18,165.97		133,309.10
14-Jul-2023		FROM 01321218		45,865.00	151,475.07
13-Jul-2023		FROM 01321218		84.00	105,610.07
12-Jul-2023		FROM 01321218		66.29	105,526.07
11-Jul-2023		FROM 01321218		1,139.03	105,459.78
10-Jul-2023		FROM 01321218		89,880.71	104,320.75
07-Jul-2023		TO 01321218	-440.44		14,440.04
06-Jul-2023		TO 01321218	-5,581.72		14,880.48
05-Jul-2023		TO 01321218	-1,897.29		20,462.20
04-Jul-2023		FROM 01321218		1,679.49	22,359.49
03-Jul-2023		TO 01321218	-257.92		20,680.00
<b>Opening balance</b>					<b>20,937.92</b>
<b>Totals</b>			<b>-147,499.13</b>	<b>139,070.53</b>	

<b>Account name or alias</b> PATCHWAY TOWN CO ATF	<b>Account number</b> 01321218	<b>Sort code</b> 52-10-05	<b>Account currency</b> GBP
<b>Debit or credit</b> Any	<b>Current cleared balance</b> 1000.00		

Any eligible deposits you hold with us are protected by the Financial Services Compensation Scheme (FSCS). A link to the FSCS Information Sheet and list of exclusions can be found on your digital statement. For further information about the compensation provided by the FSCS, refer to the FSCS website at [www.FSCS.org.uk](http://www.FSCS.org.uk).

Date	Type	Transaction details	Debit	Credit	Balance
		<b>Closing balance</b>			<b>1,000.00</b>
31-Jul-2023	CHG	30JUN A/C 01321218	-24.50		1,000.00
31-Jul-2023		FROM 08631638		9.63	1,024.50
31-Jul-2023	BAC	STRIPE PAYMENTS UK, PT COUNCIL ROOM HI, FP 31/07/23 0849, PH737VTI1HMX5HTQ00, RE		14.87	1,014.87
28-Jul-2023	POS	0936 26JUL23, AMZNMKTPLACE, AMAZON.CO, AMAZON.CO.UK GB	-26.79		1,000.00
28-Jul-2023	EBP	NORTH BRISTOL RFC, 07-23-044, FP 28/07/23 40, 20024310223274000N	-500.00		1,026.79
28-Jul-2023	EBP	HMRC, 07-23-008, FP 28/07/23 40, 22024300827904000N	-4,903.55		1,526.79
28-Jul-2023	EBP	CONISTON COMMUNITY, 07-23-043, FP 28/07/23 40, 36024306272678000N	-200.00		6,430.34
28-Jul-2023	EBP	FOUNDATION FOR ACT, 07-23-042, FP 28/07/23 40, 33024314361161000N	-250.00		6,630.34
28-Jul-2023	EBP	PATCHWAY CRICKET C, 07-23-041, FP 28/07/23 40, 43024307558349000N	-250.00		6,880.34
28-Jul-2023	EBP	AVON PENSION FUND, 07-23-009, FP 28/07/23 40, 49024309899176000N	-2,375.56		7,130.34
28-Jul-2023		FROM 08631638		8,094.77	9,505.90
28-Jul-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 28/07/23 0844, PH737VTI1HMMWYHCY00		48.69	1,411.13
28-Jul-2023	BAC	STRIPE PAYMENTS UK, PT COUNCIL ROOM HI, FP 28/07/23 0848, PH737VTI1HMMWZPV300, RE		362.44	1,362.44
27-Jul-2023	POS	0936 26JUL23, ASDA SUPERSTORE, PATCHWAY GB	-41.30		1,000.00
27-Jul-2023	EBP	E W BEARD LTD, 07-23-025, FP 27/07/23 40, 37023505622744000N	-47,160.00		1,041.30
27-Jul-2023		FROM 08631638		47,201.30	48,201.30
26-Jul-2023	EBP	ROBERT HAINEY, 07-23-037, FP 26/07/23 40, 64023440068881000N	-35.00		1,000.00
26-Jul-2023	EBP	P FITZSIMMONS LTD, 07-23-034, FP 26/07/23 40, 19023441112266000N	-260.00		1,035.00
26-Jul-2023	EBP	JON WATKINS, 07-23-032, FP 26/07/23 40, 61023447750505000N	-11.08		1,295.00

26-Jul-2023	EBP	STEVEN SOLLARS, 07-23-029, FP 26/07/23 40, 37023447077135000N	-250.00	1,306.08
26-Jul-2023	EBP	KADINE SUTHERLAND, 07-23-027, FP 26/07 /23 40, 23023439929454000N	-540.00	1,556.08
26-Jul-2023	EBP	LISTER WILDER LIM, 07-23-017, FP 26/07/23 40, 57023444499078000N	-546.21	2,096.08
26-Jul-2023	EBP	PR PRODUCTION SERV, 07-23-030, FP 26/07 /23 40, 30023442020608000N	-3,018.00	2,642.29
26-Jul-2023	EBP	ALMONDSBURY JOINT, 07-23-018, FP 26/07 /23 40, 31023442032191000N	-3,325.07	5,660.29
26-Jul-2023	EBP	SNACK ATTACKS, 07-23-040, FP 26/07/23 40, 59023449597255000N	-112.75	8,985.36
26-Jul-2023	EBP	LIMITLESS SECURITY, 07-23-039, FP 26/07 /23 40, 62023440937273000N	-105.60	9,098.11
26-Jul-2023	EBP	MELHUIH & SAUNDER, 07-23-031, FP 26/07 /23 40, 42023445634524000N	-37,073.16	9,203.71
26-Jul-2023	EBP	DCK ACCOUNTING SOL, 07-23-016, FP 26 /07/23 40, 64023443478353000N	-351.00	46,276.87
26-Jul-2023	EBP	SG PLAYSCHHEME, 07-23-033, FP 26/07/23 40, 02023444581912000N	-1,500.00	46,627.87
26-Jul-2023	EBP	SIGNATURE SPORTS C, 07-23-023, FP 26/07 /23 40, 37023442111214000N	-234.00	48,127.87
26-Jul-2023	EBP	ROBERT ACTON PRODU, 07-23-013, FP 26 /07/23 40, 64023449677179000N	-300.00	48,361.87
26-Jul-2023	EBP	D BRADLEY, 07-23-038, FP 26/07/23 40, 04023441040276000N	-1,790.00	48,661.87
26-Jul-2023	EBP	FIDDES & SONS LTD, 07-23-019, FP 26/07 /23 40, 46023445743508000N	-275.40	50,451.87
26-Jul-2023	EBP	MURRAY HIRE CENTRE, 07-23-015, FP 26/07 /23 40, 17023514857764000N	-232.50	50,727.27
26-Jul-2023	EBP	DCK ACCOUNTING SOL, 07-23-035, FP 26 /07/23 40, 11023443362394000N	-567.60	50,959.77
26-Jul-2023	EBP	ROBERT HAINEY, 07-23-036, FP 26/07/23 40, 30023445102455000N	-252.00	51,527.37
26-Jul-2023	EBP	SLCC ENTERPRISES, 07-23-024, FP 26/07 /23 40, 30023440607910000N	-804.00	51,779.37
26-Jul-2023	EBP	GARY MILLARD, 07-23-021, FP 26/07/23 40, 59023438163239000N	-203.50	52,583.37
26-Jul-2023	EBP	CIA FIRE & SECURIT, 07-23-020, FP 26/07/23 40, 25023441271303000N	-217.18	52,786.87
26-Jul-2023		FROM 08631638	51,808.77	53,004.05
26-Jul-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 26/07/23 0847, PH737VTI1HMWMQW100	195.28	1,195.28
25-Jul-2023	D/D	IRIS BUSINESS SOFT, IBSL-66678-63	-15.91	1,000.00
25-Jul-2023		FROM 08631638	15.91	1,015.91
24-Jul-2023	POS	0936 21JUL23, AMZNMKTPLACE, AMAZON. CO.UK GB	-68.09	1,000.00
24-Jul-2023		FROM 08631638	68.09	1,068.09

21-Jul-2023	D/D	TOTALENERGIES G&P, 1134410	-16.04	1,000.00
21-Jul-2023	D/D	TOTALENERGIES G&P, 1051476	-101.16	1,016.04
21-Jul-2023	EBP	07-23-004, FP 21/07/23 40, 33024033477129000N	-1,345.31	1,117.20
21-Jul-2023	EBP	07-23-002, FP 21/07/23 40, 27024043081656000N	-1,820.22	2,462.51
21-Jul-2023	EBP	17-23-005, FP 21/07/23 40, 41024033489067000N	-1,567.66	4,282.73
21-Jul-2023	EBP	107, FP 21/07/23 40, 27024033885154000N	-1,913.18	5,850.39
21-Jul-2023	EBP	7-23-003, FP 21/07/23 40, 40024049283872000N	-905.16	7,763.57
21-Jul-2023	EBP	17-23-006, FP 21/07/23 40, 33024033148905000N	-1,799.97	8,668.73
21-Jul-2023		FROM 08631638	9,468.70	10,468.70
20-Jul-2023		TO 08631638	-196.10	1,000.00
20-Jul-2023	BAC	SG PLAYScheme, 2023-24-070, FP 20/07/23 0936, 000000000276878128	150.00	1,196.10
20-Jul-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 20/07/23 0846, PH737VTI1HVMVYJ8E00	46.10	1,046.10
19-Jul-2023	D/D	DE LAGE LANDEN, 22850251206	-998.88	1,000.00
19-Jul-2023	D/D	TOTALENERGIES G&P, 1237631	-3,526.30	1,998.88
19-Jul-2023	POS	0936 18JUL23, AMAZON.CO.U, K*NC5153M55, AMAZON.CO.UK GB	-33.60	5,525.18
19-Jul-2023	POS	0936 18JUL23, AMAZON.CO.U, K*CX3782T35, AMAZON.CO.UK GB	-26.52	5,558.78
19-Jul-2023		FROM 08631638	4,488.62	5,585.30
19-Jul-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 19/07/23 0852, PH737VTI1HVMVUH2000	96.68	1,096.68
18-Jul-2023		TO 08631638	-75.00	1,000.00
18-Jul-2023	BAC	AVON INDIAN COMMUN, INVOICES 13/7, FP 18/07/23 1434, 600000001168795781	75.00	1,075.00
17-Jul-2023	D/D	EE LIMITED, Q16509023436812888	-81.94	1,000.00
17-Jul-2023	D/D	SMITHS GLOUCESTER, P570SGL	-2,466.00	1,081.94
17-Jul-2023	D/D	PUBLIC WORKS LOANS, PATCHWAY	-15,711.45	3,547.94
17-Jul-2023	POS	0936 14JUL23, BRISTOL BLUE GLASS, LIM, BRISTOL GB	-159.00	19,259.39
17-Jul-2023	BLN	BANKLINE	-41.15	19,418.39
17-Jul-2023		FROM 08631638	18,165.97	19,459.54
17-Jul-2023	POS	0936 15JUL23 C, BRISTOL BLUE GLASS, LIM, BRISTOL GB, REFUND	15.00	1,293.57
17-Jul-2023	BAC	HAMBERLEY CARE FV, BRISTOLJULY23SPR, FP 17/07/23 0732, 43071717659817000N, BRISTOLJULY23SPR	120.00	1,278.57



17-Jul-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 17/07/23 0844, PH737VTI1HMOVFT3000	46.57	1,158.57
14-Jul-2023		TO 08631638	-45,865.00	1,112.00
14-Jul-2023	EBP	, 07-23-028, FP 14/07/23 40, /345681000N	-540.00	46,977.00
14-Jul-2023	EBP	J M MEREDITH, 07-23-026, FP 14/07/23 40, 40024046097193000N	-420.00	47,517.00
14-Jul-2023	EBP	07-23-014, FP 14/07/23 40, /528758000N	-3,000.00	47,937.00
14-Jul-2023	EBP	A J MOWERS LTD, 07-23-022, FP 14/07/23 40, 61024107549434000N	-1,722.00	50,937.00
14-Jul-2023	BGC	100854 521005	1,659.00	52,659.00
14-Jul-2023	CHP	PATCHWAY TOWN CO, PCM55CI13042408, CCLA	50,000.00	51,000.00
13-Jul-2023		TO 08631638	-84.00	1,000.00
13-Jul-2023	BAC	BUDDING S, SCOTTBUDD 5+12JULY, FP 12 /07/23 2030, 977393550302217001	84.00	1,084.00
12-Jul-2023		TO 08631638	-66.29	1,000.00
12-Jul-2023	BAC	P KNIGHT, REACH HIRE, FP 12/07/23 1002, 300000001169058188	17.60	1,066.29
12-Jul-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 12/07/23 0843, PH737VTI1HMUYVU100	48.69	1,048.69
11-Jul-2023		TO 08631638	-1,139.03	1,000.00
11-Jul-2023	D/D	VIRGIN MEDIA PYMTS, 757943901001	-38.40	2,139.03
11-Jul-2023	BAC	PATCHWAY SPORTS &, 2022-23-249, FP 11 /07/23 1232, 300000001168609543	986.38	2,177.43
11-Jul-2023	BAC	DADSV DADS LTD, 2023-24-060 DVD, FP 11 /07/23 1122, 00152242632BJRHFZB	84.00	1,191.05
11-Jul-2023	BAC	DADSV DADS LTD, 2023-24-005 DVD, FP 11 /07/23 1122, 00152242632BJRHFYG	84.00	1,107.05
11-Jul-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 11/07/23 0852, PH737VTI1HMUVIN500	23.05	1,023.05
10-Jul-2023		TO 08631638	-89,880.71	1,000.00
10-Jul-2023	D/D	VIRGIN MEDIA PYMTS, 750322001001	-54.43	90,880.71
10-Jul-2023	D/D	INTY LTD, 3MQFKS7	-111.84	90,935.14
10-Jul-2023	CHP	PATCHWAY TOWN CO, PCM55CI12944648, CCLA	45,000.00	91,046.98
10-Jul-2023	CHP	PATCHWAY TOWN CO, PCM55CI12943288, CCLA	45,000.00	46,046.98
10-Jul-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 10/07/23 0845, PH737VTI1HMUK18F00	46.98	1,046.98
07-Jul-2023	D/D	ALLSTAR, 299091	-489.13	1,000.00
07-Jul-2023		FROM 08631638	440.44	1,489.13
07-Jul-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 07/07/23 0844, PH737VTI1HMUEQBZ00	48.69	1,048.69

06-Jul-2023	D/D	GRENKELEASING LIM, 1130014011	-484.78	1,000.00
06-Jul-2023	POS	0936 05JUL23, AMZNMKTPLACE, AMAZON. CO.UK GB	-29.93	1,484.78
06-Jul-2023	EBP	ZURICH TOWN & PARI, 07-23-012, FP 06/07 /23 40, 27023502908410000N	-5,115.70	1,514.71
06-Jul-2023		FROM 08631638	5,581.72	6,630.41
06-Jul-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 06/07/23 0844, PH737VTI1HMMU9AYU00	48.69	1,048.69
05-Jul-2023	D/D	TOTALENERGIES G&P, TGP2200016848491	-118.78	1,000.00
05-Jul-2023	POS	0936 04JUL23, AMZNMKTPLACE, AMAZON. CO.UK GB	-124.84	1,118.78
05-Jul-2023	EBP	R A GOLDING, 07-23-011, FP 05/07/23 40, 23023451123067000N	-120.00	1,243.62
05-Jul-2023	EBP	ANGLESIDE, 07-23-010, FP 05/07/23 40, 18023438218303000N	-1,680.00	1,363.62
05-Jul-2023		FROM 08631638	1,897.29	3,043.62
05-Jul-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 05/07/23 0843, PH737VTI1HMMU38G500	146.33	1,146.33
04-Jul-2023		TO 08631638	-1,679.49	1,000.00
04-Jul-2023	BAC	PUBLIC SECTOR DEPO, 0134870001PI	1,135.19	2,679.49
04-Jul-2023	BAC	STRIPE PAYMENTS UK, PT COUNCIL ROOM HI, FP 04/07/23 0849, PH737VTI1HMTXFNI00, RE	418.30	1,544.30
04-Jul-2023	BAC	BUDDING S, SCOTTBUDD OS JUNE, FP 04 /07/23 0831, 299243531380407001	126.00	1,126.00
03-Jul-2023	D/D	SCREWFIX DIRECT LT, 6331640020677746	-1,102.26	1,000.00
03-Jul-2023	D/D	STRIPE, STRIPE-IL7LOCREVFG	-50.66	2,102.26
03-Jul-2023		FROM 08631638	257.92	2,152.92
03-Jul-2023	BAC	HOOLE OFFICE A/C, 2023.24.051, FP 03/07 /23 0147, 51014114726071000N, 2023.24.051	120.00	1,895.00
03-Jul-2023	BAC	LITTLE INDIA, FP 03/07/23 1641, PUD0JFBTO76IABH0Y3	75.00	1,775.00
03-Jul-2023	BAC	SNACK ATTACKS, 2023-24-064, FP 01/07/23 2349, PCOKEL20DBCYJOQDAA	700.00	1,700.00
		Opening balance		1,000.00
			<b>Totals</b>	<b>-294,521.66    294,521.66</b>

Bank Reconciliation Statement as at 31/07/2023  
for Cashbook 1 - Current Bank A/c

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page</u>	<u>Balances</u>
Current A/c	30/06/2023		1,000.00
Reserve A/c	31/07/2023		12,509.32
			0.00
			<u>13,509.32</u>
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			<u>0.00</u>
			13,509.32
<u>Unpresented Receipts (Plus)</u>			
		0.00	
			<u>0.00</u>
			13,509.32
		Balance per Cash Book is :-	13,509.32
		Difference is :-	0.00

Signatory 1:

Name ..... Signed ..... Date .....

Signatory 2:

Name ..... Signed ..... Date .....

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2023

Month No: 4

## Cost Centre Report

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EM
<u>100 Income</u>								
1076 Precept	0	270,136	540,271	270,136			50.0%	
1090 Interest Received	1,305	2,725	7,000	4,275			38.9%	
1100 CIL Payment	0	18,697	0	(18,697)			0.0%	
Income :- Income	<u>1,305</u>	<u>291,557</u>	<u>547,271</u>	<u>255,714</u>			<u>53.3%</u>	
Net Income	<u>1,305</u>	<u>291,557</u>	<u>547,271</u>	<u>255,714</u>				
<u>110 Establishment</u>								
4001 Admin Salary Costs	12,489	39,042	113,008	73,966		73,966	34.5%	
4002 Groundstaff Salary Costs	10,770	42,446	168,021	125,575		125,575	25.3%	
4031 Pension Lump Sum	(550)	(2,200)	(6,600)	(4,400)		(4,400)	33.3%	
4060 Staff other Expenses	0	344	200	(144)		(144)	172.2%	
4090 Staff Training	0	998	2,000	1,002		1,002	49.9%	
4091 Recruitment Advertising	670	1,190	0	(1,190)		(1,190)	0.0%	
4110 Bank Charges	66	260	800	540		540	32.5%	
4120 Audit Fees	0	(2,580)	2,220	4,800		4,800	(116.2%)	
4121 Accountancy Support fees	766	1,182	6,000	4,819		4,819	19.7%	
4130 Professional Fees	0	100	0	(100)		(100)	0.0%	
4150 Subscriptions & Memberships	0	2,409	2,500	91		91	96.4%	
4160 Insurance	5,116	5,116	8,500	3,384		3,384	60.2%	
4170 Stationery & Printing	64	378	1,000	622		622	37.8%	
4180 Postage	0	20	50	30		30	40.8%	
4200 Broadband	77	200	900	700		700	22.2%	
4210 Mobile Telephone	68	620	850	230		230	73.0%	
4220 IT Services & Software	106	2,526	4,500	1,974		1,974	56.1%	
4230 Equipment	404	808	2,500	1,692		1,692	32.3%	
Establishment :- Indirect Expenditure	<u>30,046</u>	<u>92,858</u>	<u>306,449</u>	<u>213,591</u>	<u>0</u>	<u>213,591</u>	<u>30.3%</u>	
Net Expenditure	<u>(30,046)</u>	<u>(92,858)</u>	<u>(306,449)</u>	<u>(213,591)</u>				
<u>120 Civic/Democratic</u>								
1700 Grants & Donation Received	616	1,262	0	(1,262)			0.0%	
Civic/Democratic :- Income	<u>616</u>	<u>1,262</u>	<u>0</u>	<u>(1,262)</u>				
4270 Grants, Donations & S 137	0	250	0	(250)		(250)	0.0%	
4300 Mayoral Allowance	0	0	500	500		500	0.0%	
4310 Councillor's Training	0	16	1,000	984		984	1.6%	
4330 Civic Regalia	0	1,354	0	(1,354)		(1,354)	0.0%	
4340 Civic Fund	120	3,367	1,500	(1,867)		(1,867)	224.4%	
4341 Queens Platinum Jubilee	0	400	0	(400)		(400)	0.0%	

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2023

Month No: 4

## Cost Centre Report

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EM
4350 Elections	0	0	7,250	7,250		7,250	0.0%	
Civic/Democratic :- Indirect Expenditure	120	5,387	10,250	4,863	0	4,863	52.6%	
Net Income over Expenditure	496	(4,125)	(10,250)	(6,125)				
<u>200 Callicroft House</u>								
1400 Callicroft House Income	18	44	500	456			8.8%	
Callicroft House :- Income	18	44	500	456			8.8%	
4240 Property Maintenance	120	1,672	3,500	1,828		1,828	47.8%	
4410 Rates	0	7,610	8,800	1,190		1,190	86.5%	
30 Utilities	112	1,206	4,500	3,294		3,294	26.8%	
Callicroft House :- Indirect Expenditure	232	10,488	16,800	6,312	0	6,312	62.4%	
Net Income over Expenditure	(214)	(10,444)	(16,300)	(5,856)				
<u>210 Casson Centre</u>								
1410 Casson Centre Income	554	949	2,000	1,051			47.4%	
Casson Centre :- Income	554	949	2,000	1,051			47.4%	
4220 IT Services & Software	0	159	0	(159)		(159)	0.0%	
4240 Property Maintenance	120	1,139	3,500	2,361		2,361	32.5%	
4410 Rates	0	1,098	1,700	602		602	64.6%	
4430 Utilities	51	411	1,500	1,089		1,089	27.4%	
4991 Stripe charge	0	2	0	(2)		(2)	0.0%	
Casson Centre :- Indirect Expenditure	171	2,809	6,700	3,891	0	3,891	41.9%	
Net Income over Expenditure	383	(1,861)	(4,700)	(2,839)				
<u>220 Burials</u>								
1031 AJBC Income (50%)	0	0	20,828	20,828			0.0%	
Burials :- Income	0	0	20,828	20,828			0.0%	
4501 AJBC Staff Costs (50%)	0	0	18,076	18,076		18,076	0.0%	
4511 AJBC Other Costs (50%)	3,325	3,325	9,148	5,823		5,823	36.3%	
5900 Transfer to EMR	0	0	3,326	3,326		3,326	0.0%	
5910 Transfer from EMR	0	0	(6,396)	(6,396)		(6,396)	0.0%	
Burials :- Indirect Expenditure	3,325	3,325	24,154	20,829	0	20,829	13.8%	
Net Income over Expenditure	(3,325)	(3,325)	(3,326)	(1)				

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2023

Month No: 4

## Cost Centre Report

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EM
<u>300 Patchway</u>								
1416 Patchway CC Ground Rent	0	2	2	0			100.0%	
Patchway :- Income	0	2	2	0			100.0%	
Net Income	0	2	2	0				
<u>310 Coniston</u>								
1415 Coniston Ground Rent	0	1	1	0			100.0%	
Coniston :- Income	0	1	1	0			100.0%	
4610 Ground Rent	0	250	1,000	750		750	25.0%	
4610 PWLB Repayment	0	(1,820)	20,939	22,759		22,759	(8.7%)	
Coniston :- Indirect Expenditure	0	(1,570)	21,939	23,509	0	23,509	(7.2%)	
Net Income over Expenditure	0	1,571	(21,938)	(23,509)				
<u>320 Rodway Road</u>								
4650 CCTV	0	0	1,000	1,000		1,000	0.0%	
5330 Planter and Tree Maintenance	0	0	500	500		500	0.0%	
Rodway Road :- Indirect Expenditure	0	0	1,500	1,500	0	1,500	0.0%	
Net Expenditure	0	0	(1,500)	(1,500)				
<u>400 Youth &amp; Community</u>								
1700 Grants & Donation Received	0	6,840	0	(6,840)			0.0%	
Youth & Community :- Income	0	6,840	0	(6,840)				
4240 Property Maintenance	181	181	0	(181)		(181)	0.0%	
4300 Youth and Community Grants	1,200	1,200	0	(1,200)		(1,200)	0.0%	
4752 Warm Space Project	97	3,903	0	(3,903)		(3,903)	0.0%	
4867 Community Events/Engagement	7,221	17,832	7,500	(10,332)		(10,332)	237.8%	
4869 Youth Development	0	960	0	(960)		(960)	0.0%	
4991 Stripe charge	0	1	0	(1)		(1)	0.0%	
Youth & Community :- Indirect Expenditure	8,699	24,077	7,500	(16,577)	0	(16,577)	321.0%	
Net Income over Expenditure	(8,699)	(17,237)	(7,500)	9,737				
<u>410 GRANTS</u>								
4270 Grants, Donations & S 137	0	2,500	0	(2,500)		(2,500)	0.0%	
4600 Youth and Community Grants	0	0	7,500	7,500		7,500	0.0%	
GRANTS :- Indirect Expenditure	0	2,500	7,500	5,000	0	5,000	33.3%	
Net Expenditure	0	(2,500)	(7,500)	(5,000)				

## Detailed Income &amp; Expenditure by Budget Heading 31/07/2023

Month No: 4

## Cost Centre Report

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EM
<u>500 Scott Park</u>								
1450 Vendor/Events Income	1,630	2,994	15,000	12,006			20.0%	
1510 Sports Income	100	712	8,500	7,788			8.4%	
1520 3G Sports Facility Income	1,080	8,093	22,000	13,907			36.8%	
1525 Cricket Net Facility Income	72	684	0	(684)			0.0%	
1530 Cafe Income	700	2,800	8,400	5,600			33.3%	
1700 Grants & Donation Received	0	(1,600)	0	1,600			0.0%	
1990 Other Income	0	3,507	0	(3,507)			0.0%	
Scott Park :- Income	<u>3,582</u>	<u>17,191</u>	<u>53,900</u>	<u>36,709</u>			<u>31.9%</u>	
4160 Insurance	0	0	2,000	2,000		2,000	0.0%	
4170 IT Services & Software	0	0	2,000	2,000		2,000	0.0%	
4230 Equipment	0	(244)	0	244		244	0.0%	
4235 Property Security\Caretaking	0	(6)	0	6		6	0.0%	
4240 Property Maintenance	1,025	5,060	3,500	(1,560)		(1,560)	144.6%	
4410 Rates	0	3,105	2,850	(255)		(255)	109.0%	
4430 Utilities	3,677	8,105	5,250	(2,855)		(2,855)	154.4%	
4650 CCTV	0	0	1,000	1,000		1,000	0.0%	
4930 Petrol and Diesel	408	1,208	3,000	1,792		1,792	40.3%	
4940 Machinery Maintenance/Repair	455	1,993	3,000	1,007		1,007	66.4%	
4945 Maintenance - Sports Facilitie	286	2,789	7,500	4,711		4,711	37.2%	
4950 Machinery & Tools	1,457	2,728	20,100	17,372		17,372	13.6%	
4965 Maintenance - Play Equipment	0	0	1,000	1,000		1,000	0.0%	
4970 Fencing	0	288	1,500	1,212		1,212	19.2%	
4975 Skip	0	2,810	0	(2,810)		(2,810)	0.0%	
4991 Stripe charge	32	199	0	(199)		(199)	0.0%	
4992 Scott Park Tree Maintenance	0	0	500	500		500	0.0%	
4995 Staff Uniform	42	1,180	1,500	320		320	78.6%	
4997 Sports Equipment	0	0	500	500		500	0.0%	
5330 Planter and Tree Maintenance	0	130	0	(130)		(130)	0.0%	
5333 Signage Repair/Replace	0	30	0	(30)		(30)	0.0%	
Scott Park :- Indirect Expenditure	<u>7,382</u>	<u>29,375</u>	<u>55,200</u>	<u>25,825</u>	<u>0</u>	<u>25,825</u>	<u>53.2%</u>	
Net Income over Expenditure	<u>(3,801)</u>	<u>(12,184)</u>	<u>(1,300)</u>	<u>10,884</u>				
<u>510 Sports and Social Club</u>								
1500 Social Club Income	986	2,959	11,840	8,881			25.0%	
Sports and Social Club :- Income	<u>986</u>	<u>2,959</u>	<u>11,840</u>	<u>8,881</u>			<u>25.0%</u>	
Net Income	<u>986</u>	<u>2,959</u>	<u>11,840</u>	<u>8,881</u>				

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EM
<u>600 Allotments</u>								
1440 Allotment Rents	0	0	2,500	2,500			0.0%	
1990 Other Income	98	98	0	(98)			0.0%	
Allotments :- Income	<u>98</u>	<u>98</u>	<u>2,500</u>	<u>2,402</u>			<u>3.9%</u>	
4430 Utilities	0	221	500	279		279	44.3%	
5000 Pretoria Road	0	260	0	(260)		(260)	0.0%	
5010 Blakeney Road	0	394	0	(394)		(394)	0.0%	
Allotments :- Indirect Expenditure	<u>0</u>	<u>875</u>	<u>500</u>	<u>(375)</u>	<u>0</u>	<u>(375)</u>	<u>175.0%</u>	
Net Income over Expenditure	<u>98</u>	<u>(777)</u>	<u>2,000</u>	<u>2,777</u>				
<u>700 Tumps and BMX Track</u>								
1435 Tumps Ground Rent Income	0	30	30	0			100.0%	
Tumps and BMX Track :- Income	<u>0</u>	<u>30</u>	<u>30</u>	<u>0</u>			<u>100.0%</u>	
4420 Maintenance	0	0	500	500		500	0.0%	
4450 Rent Payable to Network Rail	0	0	250	250		250	0.0%	
Tumps and BMX Track :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>750</u>	<u>750</u>	<u>0</u>	<u>750</u>	<u>0.0%</u>	
Net Income over Expenditure	<u>0</u>	<u>30</u>	<u>(720)</u>	<u>(750)</u>				
<u>710 Play Area</u>								
5100 Blakeney Road Path Rent	0	0	50	50		50	0.0%	
5101 Land at Coniston P Sch Rent	0	50	50	0		0	100.0%	
5200 Repairs and Maintenance	0	850	3,000	2,150		2,150	28.3%	
Play Area :- Indirect Expenditure	<u>0</u>	<u>900</u>	<u>3,100</u>	<u>2,200</u>	<u>0</u>	<u>2,200</u>	<u>29.0%</u>	
Net Expenditure	<u>0</u>	<u>(900)</u>	<u>(3,100)</u>	<u>(2,200)</u>				
<u>720 Open Spaces Administration</u>								
4230 Equipment	0	658	0	(658)		(658)	0.0%	
4975 Skip	2,055	2,055	13,130	11,075		11,075	15.7%	
5300 Litter Bins	0	1,112	0	(1,112)		(1,112)	0.0%	
5320 Christmas Decoration	0	0	12,500	12,500		12,500	0.0%	
5330 Planter and Tree Maintenance	0	263	1,000	737		737	26.3%	
5340 Outside Area Maintenance/Biodi	12	466	0	(466)		(466)	0.0%	
Open Spaces Administration :- Indirect Expenditure	<u>2,067</u>	<u>4,554</u>	<u>26,630</u>	<u>22,076</u>	<u>0</u>	<u>22,076</u>	<u>17.1%</u>	
Net Expenditure	<u>(2,067)</u>	<u>(4,554)</u>	<u>(26,630)</u>	<u>(22,076)</u>				



## Detailed Income &amp; Expenditure by Budget Heading 31/07/2023

Month No: 4

## Cost Centre Report

	Actual Current	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EM
<u>800 Street Furniture &amp; transport</u>								
1900 Insurance Claims Refund	0	1,293	0	(1,293)			0.0%	
Street Furniture & transport :- Income	<u>0</u>	<u>1,293</u>	<u>0</u>	<u>(1,293)</u>				
5333 Signage Repair/Replace	0	288	0	(288)		(288)	0.0%	
5450 Street Cleaning Supplies	250	321	500	179		179	64.2%	
Street Furniture & transport :- Indirect Expenditure	<u>250</u>	<u>609</u>	<u>500</u>	<u>(109)</u>	<u>0</u>	<u>(109)</u>	<u>121.7%</u>	
Net Income over Expenditure	<u>(250)</u>	<u>684</u>	<u>(500)</u>	<u>(1,184)</u>				
<u>900 Capital and Projects</u>								
00 Grants & Donation Received	0	111,360	100,000	(11,360)			111.4%	
Capital and Projects :- Income	<u>0</u>	<u>111,360</u>	<u>100,000</u>	<u>(11,360)</u>			<u>111.4%</u>	
4231 Equipment on HP	844	3,375	0	(3,375)		(3,375)	0.0%	
4232 Equipment HP Charges	155	621	0	(621)		(621)	0.0%	
4620 PWLB Repayment	15,711	26,135	31,500	5,365		5,365	83.0%	
9008 NSP Pavilion	30,894	30,894	0	(30,894)		(30,894)	0.0%	
9009 Patchway CC Redevelopment	39,300	62,055	0	(62,055)		(62,055)	0.0%	
9014 Major Projects	1,500	1,500	210,100	208,600		208,600	0.7%	
9016 AJBC PWLB Repayment	0	0	7,800	7,800		7,800	0.0%	
Capital and Projects :- Indirect Expenditure	<u>88,405</u>	<u>124,580</u>	<u>249,400</u>	<u>124,820</u>	<u>0</u>	<u>124,820</u>	<u>50.0%</u>	
Net Income over Expenditure	<u>(88,405)</u>	<u>(13,220)</u>	<u>(149,400)</u>	<u>(136,180)</u>				
Grand Totals:- Income	<u>7,159</u>	<u>433,585</u>	<u>738,872</u>	<u>305,287</u>			<u>58.7%</u>	
Expenditure	<u>140,697</u>	<u>300,766</u>	<u>738,872</u>	<u>438,106</u>	<u>0</u>	<u>438,106</u>	<u>40.7%</u>	
Net Income over Expenditure	<u>(133,538)</u>	<u>132,819</u>	<u>0</u>	<u>(132,819)</u>				
Movement to/(from) Gen Reserve	<u>(133,538)</u>	<u>132,819</u>						

## List of Payments made between 01/07/2023 and 31/07/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
03/07/2023	TRADE UK	DD5	1,102.26		Lawn Mower & Topsoil
05/07/2023	Angleside GL Ltd	EBP10	1,680.00		Overnight Guards 08/07
05/07/2023	SPECIAL OCCASION MASCOTS	EBP11	120.00		Micky & Minnie 08/07/23
05/07/2023	Amazon	POS12	124.84		Blue HiViz Safety Vest
05/07/2023	Total Gas and Power	DD13	118.78		Nov 22 Electric
05/07/2023	Grenke Leasing	Std Ord	484.78		Printer/Copier Lease
06/07/2023	Zurich Municipal	EBP15	5,115.70		Annual Ins 07/23-07/24
06/07/2023	Amazon	POS16	29.93		Blackout Curtains
07/07/2023	ALLSTAR	DD19	489.13		June 23
10/07/2023	INTY LTD	DD23	111.84		Recurring Charges
10/07/2023	Viridor	DD24	54.43		Broadband
11/07/2023	Viridor	DD29	38.40		Boardband
07/2023	J Turner Locum	BACS	3,000.00		J Turner Locum
14/07/2023	J Turner Locum	EBP38	540.00		J Turner Locum
14/07/2023	JoJo Sparkles Christmas Partie	EBP37	420.00		Party Show 08/07/23
14/07/2023	AJ Mowers Deposit	EBP35	1,722.00		AJ Mowers Deposit
17/07/2023	Smith's Gloucester Ltd	DD43	2,466.00		Skip
17/07/2023	De Lage Landen Leasing Ltd	DD	998.88		HP Installments
17/07/2023	Natwest	BLN41	41.15		Bankline
17/07/2023	Bristol Blue Glass	POS41	145.00		Bristol Blue Glasss
17/07/2023	PWLB Loan Repayment	DD42	15,711.45		PWLB Loan Repayment
17/07/2023	EE Limited	DD44	81.94		V02124742059/2606/EE Limited
17/07/2023	Bristol Blue Glass	TO CORRECT	-145.00		Bristol Blue Glass
17/07/2023	Bristol Blue Glass	POS41	144.00		Bristol Blue Glass
19/07/2023	Amazon	POS48	26.52		1st Aid Box
19/07/2023	Amazon	POS49	33.60		Key Safe x 2
19/07/2023	Total Gas and Power	DD50	3,526.30		Purchase Ledger Payment
21/07/2023	Total Gas and Power	DD60	101.16		Gas June 23
07/2023	Total Gas and Power	DD61	16.04		Gas June 23
21/07/2023	June Salaries	EBP54/59	9,351.50		June Salaries
24/07/2023	Amazon	EBP62	68.09		Football Net
25/07/2023	IRIS	DD63	15.91		June Payroll
26/07/2023	CIA Fire and Security	E BP65	217.18		Call out due to Vandalism
26/07/2023	Gary Millard	EBP66	203.50		Paltinum Party Photography
26/07/2023	Society of Local Council Clerk	EBP67	804.00		Job Vacancy Ad
26/07/2023	R Hailey	EBP68	252.00		New Pavilion Wall Plaque
26/07/2023	DCK Accounting Solutions Ltd	EBP69	567.60		July Accounting Support
26/07/2023	Murray Hire Centres LTD	EBP70	232.50		143405/2573/Murray Hire Centre
26/07/2023	BOWCOM	EBP71	275.40		Bowgrass Supreme 10L
26/07/2023	DLB Services Party Hifre	EBP72	1,790.00		Marquee Hire
26/07/2023	Robert Acton Product Developme	EBP73	300.00		Litter Picking Equipments
26/07/2023	Signature Sports Coaching Limi	EBP74	234.00		Platinum Party Sports Coaching
26/07/2023	DCK Accounting Solutions Ltd	EBP76	351.00		June Accounting Support
26/07/2023	Melhuish & Saunders Building C	EBP77	37,073.16		Final Cert No 11
26/07/2023	Limitless Security Ltd	EBP78	105.60		2 Guards 08/07/23
26/07/2023	Snack Attacks	EBP79	112.75		Patchway Fair Lunch Tickets
26/07/2023	PR Production Services Ltd	EBP81	3,018.00		Community Day Services

## List of Payments made between 01/07/2023 and 31/07/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
26/07/2023	Lister Wilder	EBP82	546.21		WP72 XGV Service
26/07/2023	Kadine A Sutherland	EBP83	540.00		Cleaning
26/07/2023	Steven Solars	EBP84	250.00		Medic Cover
26/07/2023	P Fitzsimmons Ltd	EBP86	260.00		Scott Park Blocked Toilets
26/07/2023	R Hainey	EBP87	35.00		Gate Signage
26/07/2023	Asda Stores Ltd	POS89	41.30		Asda Stores Ltd
26/07/2023	Jon Watkins EXP	EBP85	11.08		Jon Watkins EXP
26/07/2023	AJBC	EBP80	3,325.07		AJBC
26/07/2023	SG Playscheme Grant	EBP75	1,500.00		SG Playscheme Grant
27/07/2023	E W Beard LTD	EBP88	47,160.00		Cert no 20.2
28/07/2023	Avon Pension Fund	EBP92	2,375.56		Avon Pension Fund
28/07/2023	HMRC	EBP96	4,903.55		HMRC
07/2023	Patchway Cricket Club Grant	EBP93	250.00		Patchway Cricket Club Grant
28/07/2023	Foundation for Act Grant	EBP94	250.00		Foundation for Act Grant
28/07/2023	Coniston Community Grant	EBP95	200.00		Coniston Community Grant
28/07/2023	Nth Bristol RFC Grant	EBP97	500.00		Nth Bristol RFC Grant
28/07/2023	Amazon	POS98	26.79		Aprons
31/07/2023	Natwest	CHG100	24.50		Bank Charges
<b>Total Payments</b>			<b>155,470.38</b>		

## Current Bank A/c

Receipts received between 01/07/2023 and 31/07/2023

## Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
BAC1	Banked 03/07/2023	700.00						
BAC1	Snack Attack Cafe Rent	700.00			1530	500	700.00	Snack Attack Cafe Rent
BACS2	Banked 03/07/2023	75.00						
BACS2	Little India	75.00			1450	500	75.00	Little India
BACS3	Banked 03/07/2023	120.00						
BACS3	Hoole Office A/C	120.00			1450	500	120.00	Hoole Office A/C
DD4	Banked 03/07/2023	-50.66						
DD4	Stripe Refund	-50.66			1520	500	-50.66	Stripe Refund
BAC6	Banked 04/07/2023	126.00						
BAC6	Budding 3G Pitch Hire	126.00			1520	500	126.00	Budding 3G Pitch Hire
BAC7	Banked 04/07/2023	418.30						
BAC7	Vendor Events	418.30			4991	500	-1.70	Vendor Events
					1450	500	420.00	Vendor Events
BAC8	Banked 04/07/2023	1,135.19						
BAC8	CCLA Int	1,135.19			1090	100	1,135.19	CCLA Int
BAC9	Banked 05/07/2023	146.33						
BAC9	3G Pitch Hire	146.33			4991	500	-4.87	3G Pitch Hire
					1520	500	151.20	3G Pitch Hire
BAC14	Banked 06/07/2023	48.69						
BAC14	3g Pitch Hire	48.69			4991	500	-1.71	3g Pitch Hire
					1520	500	50.40	3g Pitch Hire
BAC18	Banked 07/07/2023	48.69						
BAC18	3G Pitch Hire	48.69			4991	500	-1.71	3G Pitch Hire
					1520	500	50.40	3G Pitch Hire
BAC21	Banked 10/07/2023	45,000.00						
BAC21	CCLA Transfer	45,000.00			230		45,000.00	CCLA Transfer
BAC22	Banked 10/07/2023	45,000.00						
BAC22	CCLA	45,000.00			230		45,000.00	CCLA
BAC20	Banked 10/07/2023	46.98						
BAC20	Stripe - 3G Pitch Hire	46.98			1520	500	46.98	Stripe - 3G Pitch Hire
BAC25	Banked 11/07/2023	23.05						
BAC25	Stripe Cricket	23.05			4991	500	-0.95	Stripe Cricket
					1525	500	24.00	Stripe Cricket
BACS26	Banked 11/07/2023	84.00						
BACS26	3G DadsvDads	84.00			1520	500	84.00	3G DadsvDads
BAC27	Banked 11/07/2023	84.00						
BAC27	3G DadsvDads	84.00			1520	500	84.00	3G DadsvDads

Subtotal Carried Forward:

93,005.57

0.00

0.00

93,005.57

## Current Bank A/c

Receipts received between 01/07/2023 and 31/07/2023

## Nominal Ledger Analysis

Receipt Ref	Name of	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
BAC28	Banked 11/07/2023	986.38						
BAC28	PSSC Rent		986.38		1500	510	986.38	PSSC Rent
BAC30	Banked 12/07/2023	48.69						
BAC30	3G Pitch Hire		48.69		4991	500	-1.71	3G Pitch Hire
					1520	500	50.40	3G Pitch Hire
BAC31	Banked 12/07/2023	17.60						
BAC31	P Knight Reach Hire		17.60		1400	200	17.60	P Knight Reach Hire
BAC32	Banked 13/07/2023	84.00						
BAC32	Budding 3G Pitch Hire		84.00		1520	500	84.00	Budding 3G Pitch Hire
HP33	Banked 14/07/2023	50,000.00						
CHP33	CCLA Tfr		50,000.00		230		50,000.00	CCLA Tfr
100854	Banked 14/07/2023	1,659.00						
100854	Various		1,659.00		1450	500	880.00	Platinum Event Income
					1700	120	225.00	Twinning Donations
					1410	210	65.00	Casson Room Hire
					1700	120	391.00	Events Donations
					1990	600	98.00	Electric Contributions
BAC40	Banked 17/07/2023	120.00						
BAC40	Hamberkey Care		120.00		1450	500	120.00	Hamberkey Care
BAC39	Banked 17/07/2023	46.57						
BAC39	Stripe - 3G Pitch Hire		46.57		4991	500	-3.83	Stripe - 3G Pitch Hire
					1520	500	50.40	Stripe - 3G Pitch Hire
BAC45	Banked 18/07/2023	75.00						
BAC45	Avon Indian Community Rm Hire		75.00		1410	210	75.00	Avon Indian Community
AC47	Banked 19/07/2023	96.68						
BAC47	Stripe - 3G Pitch Hire		96.68		4991	500	-4.12	Stripe - 3G Pitch Hire
					1520	500	100.80	Stripe - 3G Pitch Hire
BAC52	Banked 20/07/2023	46.10						
BAC52	Cricket Hire		46.10		4991	500	-1.90	Cricket Hire
					1525	500	48.00	Cricket Hire
BAC53	Banked 20/07/2023	150.00						
BAC53	SG Playscheme		150.00		1410	210	150.00	SG Playscheme
BAC64	Banked 26/07/2023	195.28						
BAC64	3G Pitch Hire		195.28		4991	500	-6.32	3G Pitch Hire
					1520	500	201.60	3G Pitch Hire
BAC90	Banked 28/07/2023	362.44						
BAC90	Stripe payments		362.44		4991	500	-1.56	Stripe payments
					1510	500	100.00	Stripe payments
					1410	210	264.00	Stripe payments
Subtotal Carried Forward:		146,893.31	0.00	0.00			146,893.31	

## Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
BAC91	Banked 28/07/2023	48.69						
BAC91	Stripe - 3G Pitch Hire		48.69		4991	500	-1.71	Stripe - 3G Pitch Hire
					1520	500	50.40	Stripe - 3G Pitch Hire
BAC99	Banked 31/07/2023	14.87						
BAC99	Vendor Events		14.87		1450	500	14.87	Vendor Events
INT	Banked 31/07/2023	84.91						
INT	Natwest		84.91		1090	100	84.91	Natwest
Total Receipts:		147,041.78	0.00	0.00			147,041.78	

Bank Reconciliation Statement as at 30/09/2023  
for Cashbook 1 - Current Bank A/c

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Current A/c	30/09/2023		1,000.00
Reserve A/c	30/09/2023		287,572.61
	30/09/2023		0.00
			288,572.61
<u>Unpresented Payments (Minus)</u>		<u>Amount</u>	
		0.00	
			0.00
			288,572.61
<u>Unpresented Receipts (Plus)</u>		0.00	
			0.00
			288,572.61
		Balance per Cash Book is :-	288,572.61
		Difference is :-	0.00

Signatory 1:

Name ..... Signed ..... Date .....

Signatory 2:

Name ..... Signed ..... Date .....

<b>Account name or alias</b> PATCHWAY TOWN C BR	<b>Account number</b> 08631638	<b>Sort code</b> 52-10-05	<b>Account currency</b> GBP
<b>Debit or credit</b> Any	<b>Current cleared balance</b> 150405.51		

Any eligible deposits you hold with us are protected by the Financial Services Compensation Scheme (FSCS). A link to the FSCS Information Sheet and list of exclusions can be found on your digital statement. For further information about the compensation provided by the FSCS, refer to the FSCS website at [www.FSCS.org.uk](http://www.FSCS.org.uk).

The interest rate is 1.45% gross 1.46% AER.  
This is based on the balance of 30th of September 2023.

Date	Type	Transaction details	Debit	Credit	Balance
<b>Closing balance</b>					<b>287,572.61</b>
29-Sep-2023		FROM 01321218		262,400.73	287,572.61
29-Sep-2023	INT	29SEP GRS 08631638		47.06	25,171.88
28-Sep-2023		FROM 01321218		116.17	25,124.82
27-Sep-2023		FROM 01321218		468.69	25,008.65
25-Sep-2023		TO 01321218	-4,671.16		24,539.96
22-Sep-2023		TO 01321218	-9,004.61		29,211.12
21-Sep-2023		TO 01321218	-1,512.71		38,215.73
20-Sep-2023		FROM 01321218		63.34	39,728.44
19-Sep-2023		TO 01321218	-1,171.66		39,665.10
15-Sep-2023		TO 01321218	-7,554.40		40,836.76
14-Sep-2023		TO 01321218	-1,039.20		48,391.16
13-Sep-2023		FROM 01321218		6.10	49,430.36
12-Sep-2023		FROM 01321218		20,900.00	49,424.26
11-Sep-2023		TO 01321218	-15,699.47		28,524.26
08-Sep-2023		TO 01321218	-2,496.84		44,223.73
07-Sep-2023		TO 01321218	-9.33		46,720.57
06-Sep-2023		FROM 01321218		909.69	46,729.90
05-Sep-2023		TO 01321218	-9,343.25		45,820.21
04-Sep-2023		FROM 01321218		1,868.85	55,163.46
01-Sep-2023		TO 01321218	-814.13		53,294.61
<b>Opening balance</b>					<b>54,108.74</b>
<b>Totals</b>			<b>-53,316.76</b>	<b>286,780.63</b>	



Account name or alias PATCHWAY TOWN CO ATF	Account number 01321218	Sort code 52-10-05	Account currency GBP
Debit or credit Any	Current cleared balance -69000.00		

Any eligible deposits you hold with us are protected by the Financial Services Compensation Scheme (FSCS). A link to the FSCS Information Sheet and list of exclusions can be found on your digital statement. For further information about the compensation provided by the FSCS, refer to the FSCS website at [www.FSCS.org.uk](http://www.FSCS.org.uk).

Date	Type	Transaction details	Debit	Credit	Balance
		<b>Closing balance</b>			<b>1,000.00</b>
29-Sep-2023		TO 08631638	-262,400.73		1,000.00
29-Sep-2023	EBP	AMAZON PAYMENTS UK, 09-23-031, FP 29 /09/23 40, 14025001873066000N	-25.90		263,400.73
29-Sep-2023	EBP	AMAZON PAYMENTS UK, 09-23-029, FP 29 /09/23 40, 53024958565259000N	-14.32		263,426.63
29-Sep-2023	EBP	BROSCH DIRECT, 09-23-013, FP 29/09/23 40, 33024938801209000N	-396.00		263,440.95
29-Sep-2023	EBP	HMRC, 09-23-007, FP 29/09/23 40, 24024957644120000N	-2,800.31		263,836.95
29-Sep-2023	EBP	AMAZON PAYMENTS UK, 09-23-030, FP 29 /09/23 40, 37024947416898000N	-6.88		266,637.26
29-Sep-2023	EBP	AMAZON PAYMENTS UK, 09-23-027, FP 29 /09/23 40, 62024928775262000N	-18.82		266,644.14
29-Sep-2023	EBP	AVON PENSION FUND, 09-23-008, FP 29/09 /23 40, 13024911881698000N	-2,983.67		266,662.96
29-Sep-2023	EBP	AMAZON PAYMENTS UK, 09-23-034, FP 29 /09/23 40, 56024953267534000N	-5.84		269,646.63
29-Sep-2023	EBP	AVON LOCAL COUNCIL, 09-23-033, FP 29 /09/23 40, 30024918026164000N	-40.00		269,652.47
29-Sep-2023	EBP	CIA FIRE AND SECUR, 09-23-032, FP 29/09 /23 40, 46024950914824000N	-1,372.80		269,692.47
29-Sep-2023	EBP	G B SPORT AND LEIS, 09-23-025, FP 29/09 /23 40, 26024917438362000N	-116.40		271,065.27
29-Sep-2023	EBP	AMAZON PAYMENTS UK, 09-23-024, FP 29 /09/23 40, 11024928905318000N	-59.49		271,181.67
29-Sep-2023	EBP	AMAZON PAYMENTS UK, 09-23-028, FP 29 /09/23 40, 11025051821122000N	-89.99		271,241.16
29-Sep-2023	CHG	01SEP A/C 01321218	-14.35		271,331.15
29-Sep-2023	BAC	SOUTHGLOS-GENERAL, 0419138		270,135.50	271,345.50
29-Sep-2023	BAC	BRAD STK YFC, 2023-24-110, FP 29/09/23 1540, 916148410451929001		210.00	1,210.00
28-Sep-2023		TO 08631638	-116.17		1,000.00
28-Sep-2023	POS	0936 27SEP23, CANVA*, I03921-47957028, CAMDEN US	-129.90		1,116.17
28-Sep-2023	BAC	EFGA RE BRISTOL, INV 104, FP 28/09/23 1657, 48165733590045000N, INV 104		100.00	1,246.07

28-Sep-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 28/09/23 0849, PH737VTI1HM4E48Z00	146.07	1,146.07
27-Sep-2023		TO 08631638	-468.69	1,000.00
27-Sep-2023	BAC	STOKE LANE AFC 96/, 2023-24-097, FP 26 /09/23 2204, 600000001208961830	420.00	1,468.69
27-Sep-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 27/09/23 0853, PH737VTI1HM4A1N700	48.69	1,048.69
25-Sep-2023	D/D	TOTALENERGIES G&P, 1058915	-127.05	1,000.00
25-Sep-2023	POS	0936 22SEP23, NET WORLD SPORTS, INTERNET GB	-173.43	1,127.05
25-Sep-2023	EBP	J&SONS ELECTRICAL, 09-23-022, FP 25/09 /23 40, 64013406116010000N	-600.00	1,300.48
25-Sep-2023	EBP	AMAZON PAYMENTS UK, 09-23-019, FP 25 /09/23 40, 06013401082526000N	-39.56	1,900.48
25-Sep-2023	EBP	G B SPORT AND LEIS, 09-23-016, FP 25/09 /23 40, 40013406239527000N	-269.28	1,940.04
25-Sep-2023	EBP	FLEET LINE MARKER, 09-23-014, FP 25/09 /23 40, 63013358070974000N	-467.76	2,209.32
25-Sep-2023	EBP	KADINE SUTHERLAND, 09-23-023, FP 25/09 /23 40, 31013403966170000N	-300.00	2,677.08
25-Sep-2023	EBP	J&SONS ELECTRICAL, 09-23-021, FP 25/09 /23 40, 63013403445125000N	-198.15	2,977.08
25-Sep-2023	EBP	AMAZON PAYMENTS UK, 09-23-015, FP 25 /09/23 40, 20013403261684000N	-11.18	3,175.23
25-Sep-2023	EBP	SELECT SECURITY SO, 09-23-018, FP 25/09 /23 40, 62013359416862000N	-1,067.64	3,186.41
25-Sep-2023	EBP	P FITZSIMMONS LTD, 09-23-026, FP 25/09 /23 40, 61013404061086000N	-233.00	4,254.05
25-Sep-2023	EBP	SOLTECH IT LTD, 09-23-017, FP 25/09/23 40, 57013404739024000N	-300.00	4,487.05
25-Sep-2023	EBP	ATD XTREMECLEAN LT, 09-23-010, FP 25/09 /23 40, 44013402561787000N	-240.00	4,787.05
25-Sep-2023	EBP	DCK ACCOUNTING SOL, 09-23-020, FP 25 /09/23 40, 12013404527454000N	-595.20	5,027.05
25-Sep-2023	EBP	PROLIFIC SOLUTIONS, 09-23-011, FP 25/09 /23 40, 46013400997533000N	-48.91	5,622.25
25-Sep-2023		FROM 08631638	4,671.16	5,671.16
22-Sep-2023	EBP	006, FP 22/09/23 40, 000000079609000N	-2,011.05	1,000.00
22-Sep-2023	EBP	09-23-005, FP 22/09/23 40, 1302410298/188000N	-835.53	3,011.05
22-Sep-2023	EBP	, 09-23-004, FP 22/09/23 40, 39024102153496000N	-1,345.51	3,846.58
22-Sep-2023	EBP	23-002, FP 22/09/23 40, 60024108019548000N	-1,799.97	5,192.09
22-Sep-2023	EBP	9-23-001, FP 22/09/23 40, 55024056875547000N	-1,913.18	6,992.06

22-Sep-2023	EBP	, FP 22/09/23 40, 61024118949961000N	-1,567.86	8,905.24
22-Sep-2023		FROM 08631638	9,004.61	10,473.10
22-Sep-2023	BAC	STOKE LANE UNDER 8, 2023-24-098, FP 22 /09/23 1456, 400000001211679840	420.00	1,468.49
22-Sep-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 22/09/23 0845, PH737VTI1HM3P2EP00	48.49	1,048.49
21-Sep-2023	D/D	TOTALENERGIES G&P, 1237631	-1,980.49	1,000.00
21-Sep-2023	D/D	IRIS BUSINESS SOFT, IBSL-66678-63	-15.91	2,980.49
21-Sep-2023	POS	0936 20SEP23, SOUTH GLOS COUNCIL, BRISTOL GB	-65.00	2,996.40
21-Sep-2023		FROM 08631638	1,512.71	3,061.40
21-Sep-2023	BAC	SOUTHGLOS-GENERAL, 0419138	500.00	1,548.69
21-Sep-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 21/09/23 0853, PH737VTI1HM3L1F400	48.69	1,048.69
20-Sep-2023		TO 08631638	-63.34	1,000.00
20-Sep-2023	POS	0936 19SEP23 C, B&M 530 - CRIBBS, BRISTOL GB	-60.00	1,063.34
20-Sep-2023	POS	0936 19SEP23 C, BRISTOL CRIBBS, SPORTS, 03439093230 GB	-22.99	1,123.34
20-Sep-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 20/09/23 0846, PH737VTI1HM3EG6R00	146.33	1,146.33
19-Sep-2023	D/D	DE LAGE LANDEN, 22850251206	-998.88	1,000.00
19-Sep-2023	D/D	TOTALENERGIES G&P, 1134410	-13.75	1,998.88
19-Sep-2023	D/D	TOTALENERGIES G&P, 1051476	-108.37	2,012.63
19-Sep-2023	D/D	STRIPE, STRIPE-IL7LOCREVFG	-50.66	2,121.00
19-Sep-2023		FROM 08631638	1,171.66	2,171.66
15-Sep-2023	D/D	EE LIMITED, Q16509023452928208	-91.20	1,000.00
15-Sep-2023	D/D	SMITHS GLOUCESTER, P570SGL	-1,644.00	1,091.20
15-Sep-2023	EBP	P FITZSIMMONS LTD, 08-23-027, FP 15/09 /23 40, 22024141188852000N	-900.00	2,735.20
15-Sep-2023	EBP	DYNAMITE FIREWORKS, 05-23-032, FP 15/09 /23 40, 38024125636735000N	-4,987.50	3,635.20
15-Sep-2023	BLN	BANKLINE	-31.70	8,622.70
15-Sep-2023		FROM 08631638	7,554.40	8,654.40
14-Sep-2023	EBP	DCK ACCOUNTING SOL, 08-23-033, FP 14 /09/23 40, 38023421965029000N	-499.20	1,100.00
14-Sep-2023	EBP	DCK ACCOUNTING SOL, 08-23-034, FP 14 /09/23 40, 03023417204645000N	-540.00	1,599.20
14-Sep-2023		FROM 08631638	1,039.20	2,139.20
14-Sep-2023	BGC	100855 605114	100.00	1,100.00
13-Sep-2023		TO 08631638	-6.10	1,000.00

13-Sep-2023	POS	0936 12SEP23, EDF ENERGY-DOM, PLYMOUTH GB	-220.23	1,006.10
13-Sep-2023	POC	Post Office 13SEP	50.00	1,226.33
13-Sep-2023	BAC	BURGER BUS SOUTH W, 2023-24-074, FP 13 /09/23 1256, 00151158632BBVKZWY	30.00	1,176.33
13-Sep-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 13/09/23 0852, PH737VTI1HM2L3AL00	146.33	1,146.33
12-Sep-2023		TO 08631638	-20,900.00	1,000.00
12-Sep-2023	CHP	PATCHWAY TOWN CO, PCM55CI14160549, CCLA	20,000.00	21,900.00
12-Sep-2023	BAC	AVON INDIAN COMMUN, INVOICES 076 086, FP 12/09/23 1248, 600000001201010404	60.00	1,900.00
12-Sep-2023	BAC	BRAD STK YFC, 2023-24-096, FP 12/09/23 1206, 919528856021219001	420.00	1,840.00
12-Sep-2023	BAC	BRAD STK YFC, 2023-24-095, FP 12/09/23 1205, 732028625021219001	420.00	1,420.00
11-Sep-2023	D/D	VIRGIN MEDIA PYMTS, 757943901001	-38.40	1,000.00
11-Sep-2023	D/D	TOTALENERGIES G&P, 1058915	-442.72	1,038.40
11-Sep-2023	EBP	G B SPORT AND LEIS, 08-23-030, FP 11/09 /23 40, 46013245428785000N	-8,384.35	1,481.12
11-Sep-2023	EBP	G B SPORT AND LEIS, 08-23-031, FP 11/09 /23 40, 55013249584520000N	-7,002.00	9,865.47
11-Sep-2023		FROM 08631638	15,699.47	16,867.47
11-Sep-2023	BAC	BUDDING S, SCOTTBUDD OS FEES, FP 11/09 /23 0835, 610856045380119001	168.00	1,168.00
08-Sep-2023	D/D	VIRGIN MEDIA PYMTS, 750322001001	-54.43	1,000.00
08-Sep-2023	D/D	INTY LTD, 3MQFKS7	-134.40	1,054.43
08-Sep-2023	EBP	MR MARTIN A POOLE, 08-23-035, FP 08/09 /23 40, 39024131351805000N	-71.62	1,188.83
08-Sep-2023	EBP	ROBERT HAINEY, 08-23-029, FP 08/09/23 40, 38024245505918000N	-96.00	1,260.45
08-Sep-2023	EBP	KEYMASTER BRISTOL, 08-23-028, FP 08/09 /23 40, 24024133868255000N	-559.80	1,356.45
08-Sep-2023	EBP	08-23-032, FP 08/09/23 40, 00024121965873000N	-1,530.00	1,916.25
08-Sep-2023	EBP	JON WATKINS, 08-23-036, FP 08/09/23 40, 37024151223317000N	-16.25	3,446.25
08-Sep-2023	EBP	AMAZON PAYMENTS UK, 08-23-032, FP 08 /09/23 40, 53024142910559000N	-146.03	3,462.50
08-Sep-2023		FROM 08631638	2,496.84	3,608.53
08-Sep-2023	POS	0936 07SEP23, BRANDON HIRE, STATION, BRISTOL GB, REFUND	63.00	1,111.69
08-Sep-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 08/09/23 0848, PH737VTI1HM21QZI00	48.69	1,048.69
07-Sep-2023	D/D	ALLSTAR, 299091	-509.33	1,000.00

07-Sep-2023		FROM 08631638	9.33	1,509.33
07-Sep-2023	BAC	BRAD STK YFC, 2023-24-091, FP 07/09/23 1427, 920882107241709J01	500.00	1,500.00
06-Sep-2023		TO 08631638	-909.69	1,000.00
06-Sep-2023	POS	0936 05SEP23 C, PATCHWAY SERVICE, STATI, BRISTOL GB	-93.86	1,909.69
06-Sep-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 06/09/23 0846, PH737VTI1HM1R2XB00	169.38	2,003.55
06-Sep-2023	BAC	STRIPE PAYMENTS UK, PT COUNCIL ROOM HI, FP 06/09/23 0842, PH737VTI1HM1PO1000, RE	834.17	1,834.17
05-Sep-2023	D/D	TOTALENERGIES G&P, 1237631	-9,284.72	1,000.00
05-Sep-2023	POS	0936 04SEP23 C, LIDL GB BRISTOL, BRISTOL GB	-7.16	10,284.72
05-Sep-2023	POS	0936 04SEP23, PATCHWAY SERVICE, STATI, BRISTOL GB	-99.86	10,291.88
05-Sep-2023		FROM 08631638	9,343.25	10,391.74
05-Sep-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 05/09/23 0852, PH737VTI1HM1LTQW00	48.49	1,048.49
04-Sep-2023		TO 08631638	-1,868.85	1,000.00
04-Sep-2023	POS	0936 31AUG23 C, PATCHWAY SERVICE, STATI, BRISTOL GB	-80.24	2,868.85
04-Sep-2023	BAC	SOUTHGLOS-GENERAL, 0419138	1,000.00	2,949.09
04-Sep-2023	BAC	PUBLIC SECTOR DEPO, 0134870001PI	530.89	1,949.09
04-Sep-2023	BAC	STRIPE PAYMENTS UK, PT COUNCIL ROOM HI, FP 04/09/23 0843, PH737VTI1HM1BVOG00, RE	418.20	1,418.20
01-Sep-2023	D/D	SCREWFIX DIRECT LT, 6331640020677746	-248.01	1,000.00
01-Sep-2023	D/D	INVESTEC ASSET FIN, 22351565619265576	-789.29	1,248.01
01-Sep-2023	D/D	WATER2BUSINESS, 1372694101	-226.34	2,037.30
01-Sep-2023	D/D	WATER2BUSINESS, 1179006101	-111.89	2,263.64
01-Sep-2023	D/D	WATER2BUSINESS, 1158395601	-201.30	2,375.53
01-Sep-2023	POS	0936 31AUG23 C, HALFORDS 0720, CRIBS CAUSEWY GB	-69.99	2,576.83
01-Sep-2023		FROM 08631638	814.13	2,646.82
01-Sep-2023	BAC	DADSV DADS LTD, 2023-24-060 DVD, FP 01 /09/23 1206, 00152242632BJTZCGN	84.00	1,832.69
01-Sep-2023	BAC	SNACK ATTACKS, 2023-24-82, FP 31/08/23 2321, PCV6F495SYOUK4335P	700.00	1,748.69
01-Sep-2023	BAC	STRIPE PAYMENTS UK, STRIPE, FP 01/09/23 1459, PH737VTI1HM18FK600	48.69	1,048.69
		Opening balance		1,000.00

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Totals	-351,380.37	351,380.37
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## List of Payments made between 01/09/2023 and 30/09/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/09/2023	Halfords	POS4	69.99		Battery
01/09/2023	Investec Asset Finance	Std Ord	789.29		Zero Turn Mower
01/09/2023	Water To Business	DD5	201.30		Water 09/02 - 01/08
01/09/2023	Water To Business	DD6	111.89		Water 10/02 - 03/08
01/09/2023	Water To Business	DD7	226.34		Water 10/02 - 03/08
01/09/2023	TRADE UK	DD8	248.01		Wooden Post
04/09/2023	Applegreen	POS13	80.24		Applegreen
05/09/2023	Applegreen	POS15	99.86		Applegreen Fuel
05/09/2023	Lidl	POS16	7.16		Spring Water
05/09/2023	Total Gas and Power	DD17	9,284.72		Electric 09/11/22-31/03/23
06/09/2023	Applegreen	POS20	93.86		Applegreen Fuel
07/09/2023	ALLSTAR	DD22	509.33		Fuel Aug 23
08/09/2023	Jon Watkins Expenses	EBP26	16.25		Jon Watkins Expenses
08/09/2023	M Poole Expenses B&Q	EBP30	71.62		M Poole Expenses
08/09/2023	Amazon	EBP25	146.03		Mobile Phone
08/09/2023	Jack Turner	EBP27	1,530.00		Add hrs & Dec
08/09/2023	Keymaster Bristol	EBP28	559.80		Fit lock & supply 18 keys
08/09/2023	R Hainey	EBP29	96.00		Venhicle Signage Tel no
08/09/2023	INTY LTD	DD31	134.40		Microsoft 365 18/08 - 17/09
08/09/2023	Virgin Media Business	DD32	54.43		Broadband 09/09 - 08/10
11/09/2023	GB Sports & Leisure	EBP34	7,002.00		Basket Seat Swing & installati
11/09/2023	GB Sports & Leisure	EBP35	8,384.35		Carousel & Installation
11/09/2023	Total Gas and Power	DD36	442.72		Purchase Ledger Payment
11/09/2023	Virgin Media Business	DD37	38.40		Broadband 11/9 to 10/10
13/09/2023	EDF Energy	POS45	220.23		Electric 27/05 - 24/08
14/09/2023	DCK Accounting Solutions Ltd	EBP47	540.00		VAT Partial Exemption Calc
14/09/2023	DCK Accounting Solutions Ltd	EBP48	499.20		August Accounting Support
15/09/2023	Dynamite Fireworks Ltd	EBP50	4,987.50		Firework display 4 Nov 23
15/09/2023	P Fitzsimmons Ltd	EBP51	900.00		Collapsed drain repairs
15/09/2023	Smith's Gloucester Ltd	DD52	1,644.00		General Waste
15/09/2023	Natwest	BLN	31.70		Bankline
15/09/2023	EE Limited	DD53	91.20		V02144315083/2722/EE Limited
17/09/2023	De Lage Landen Leasing Ltd	DD	998.88		HP Installments
19/09/2023	Total Gas and Power	DD55	108.37		Gas Aug 23
19/09/2023	Total Gas and Power	DD56	13.75		Gas Aug 23
20/09/2023	Sports Direct	POS59	22.99		Sports Direct Clothing
20/09/2023	B&M Bargains	POS60	60.00		B&M Bargains
21/09/2023	South Gloucestershire Council	POS6	65.00		SGC Bulk Waste Collection
21/09/2023	IRIS	DD64	15.91		Payroll Aug 23
21/09/2023	Total Gas and Power	DD65	1,980.49		Electric Aug 23
22/09/2023	September Salaries	EBP68/73	9,473.10		September Salaries
25/09/2023	Net World Sports	POS87	173.43		Net & Clips
25/09/2023	Prolific Solutions South West	EBP74	48.91		Copy Charges & ICT Support
25/09/2023	DCK Accounting Solutions Ltd	EBP75	595.20		Rialtas Training provided
25/09/2023	ATDXtreme Clean Ltd	EBP76	240.00		August Cleaning
25/09/2023	Soltech IT Limited	EBP77	300.00		Business Support 02/09 - 01/12
25/09/2023	P Fitzsimmons Ltd	EBP78	233.00		Gents Toilets Drainage Issues

## List of Payments made between 01/09/2023 and 30/09/2023

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
25/09/2023	Select Security Solutions LTD	EBP79	1,067.64		Annual CCTV Maintenance
25/09/2023	Amazon	EBP80	11.18		Phone Case
25/09/2023	J and Sons Electical Services	EBP81	198.15		Change 6ft Fittings
25/09/2023	Kadine A Sutherland	EBP82	300.00		Cleaning
25/09/2023	Fleet Line Markers LTD	EBP83	467.76		Pitchmarker Super 10l
25/09/2023	GB Sports & Leisure	EBP84	269.28		Repairs
25/09/2023	Amazon	EBP85	39.56		Cleaning Equipment
25/09/2023	J and Sons Electical Services	EBP86	600.00		Change Fuseboard & Connect Coo
25/09/2023	Total Gas and Power	DD88	127.05		Purchase Ledger Payment
28/09/2023	Canva	POS93	129.90		Canva Pro
29/09/2023	Natwest	CHG96	14.35		Bank Charges
29/09/2023	Amazon	EBP97	89.99		Computer Monitor
29/09/2023	Amazon	EBP98	59.49		Docking Station
29/09/2023	GB Sports & Leisure	EBP99	116.40		Swing Seat & Chain
29/09/2023	CIA Fire and Security	EBP100	1,372.80		Annual Fire & Security Fee
29/09/2023	Avon Local Council's Associati	EBP101	40.00		Essential Councillor Course
29/09/2023	Amazon	EBP102	5.84		HDMI Cable
29/09/2023	Amazon	EBP104	18.82		Keyboard
29/09/2023	Amazon	EBP105	6.88		Cable Ties
29/09/2023	BroschDirect	EBP107	396.00		Black Refuse Sacks
29/09/2023	Amazon	EBP108	14.32		Sticky Notes
29/09/2023	Amazon	EBP109	25.90		Office paper
29/09/2023	Avon Pension Fund	EBP103	2,983.67		Avon Pension Fund
29/09/2023	HMRC PAYE	EBP106	2,800.31		HMRC PAYE
<b>Total Payments</b>			<u>64,596.14</u>		



## Current Bank A/c

Receipts received between 01/09/2023 and 30/09/2023

		Nominal Ledger Analysis						
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail
BAC1	Banked: 01/09/2023	48.69						
BAC1	Stripe - 3G Pitch Hire	48.69			4991	500	-1.71	Stripe - 3G Pitch Hire
					1520	500	50.40	Stripe - 3G Pitch Hire
BAC2	Banked: 01/09/2023	700.00						
BAC2	Snack Attack Cafe Rent	700.00			1530	500	700.00	Snack Attack Cafe Rent
BAC3	Banked: 01/09/2023	84.00						
BAC3	DadsVDads	84.00			1520	500	84.00	DadsVDads
BAC10	Banked: 04/09/2023	418.20						
BAC10	Stripe - 3G Pitch Hire	418.20			4991	500	-1.80	Stripe - 3G Pitch Hire
					1520	500	420.00	Stripe - 3G Pitch Hire
BAC11	Banked: 04/09/2023	530.89						
BAC11	CCLA PSDF Int	530.89			1090	100	530.89	CCLA PSDF Int
BAC12	Banked: 04/09/2023	1,000.00						
BAC12	S Glos Play Equipment Grant	1,000.00			1700	500	1,000.00	S Glos Play Equipment
BAC14	Banked: 05/09/2023	48.49						
BAC14	Stripe - 3G Pitch Hire	48.49			4991	500	-1.91	Stripe - 3G Pitch Hire
					1520	500	50.40	Stripe - 3G Pitch Hire
BAC18	Banked: 06/09/2023	834.17						
BAC18	Stripe - 3G Pitch Hire	834.17			4991	500	-5.83	Stripe - 3G Pitch Hire
					1520	500	840.00	Stripe - 3G Pitch Hire
BAC19	Banked: 06/09/2023	169.38						
BAC19	Stripe - 3G Pitch Hire	169.38			4991	500	-5.82	Stripe - 3G Pitch Hire
					1520	500	175.20	Stripe - 3G Pitch Hire
BAC21	Banked: 07/09/2023	500.00						
BAC21	Brad STK YFC	500.00			1520	500	500.00	Brad STK YFC
BAC23	Banked: 08/09/2023	48.69						
BAC23	Stripe - 3G Pitch Hire	48.69			4991	500	-1.71	Stripe - 3G Pitch Hire
					1520	500	50.40	Stripe - 3G Pitch Hire
POS24	Banked: 08/09/2023	63.00						
POS24	Brandon hire Deposit refund	63.00			1990	500	63.00	Brandon hire Deposit
BAC33	Banked: 11/09/2023	168.00						
BAC33	Budding Scott	168.00			1520	500	168.00	Budding Scott
BAC38	Banked: 12/09/2023	420.00						
BAC38	Brad Stk YFC	420.00			1520	500	420.00	Brad Stk YFC
BAC39	Banked: 12/09/2023	420.00						
BAC39	Brad Stk YFC	420.00			1520	500	420.00	Brad Stk YFC
BAC40	Banked: 12/09/2023	60.00						
BAC40	Avon Indian Community	60.00			1410	210	60.00	Avon Indian Community
Subtotal Carried Forward:		5,513.51	0.00	0.00			5,513.51	

## Current Bank A/c

Receipts received between 01/09/2023 and 30/09/2023

								Nominal Ledger Analysis			
Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c	Centre	£ Amount	Transaction Detail			
	CHP Banked: 12/09/2023	20,000.00									
	CHP CCLA	20,000.00			230		20,000.00		CCLA		
	BAC42 Banked: 13/09/2023	146.33									
	BAC42 Stripe - 3G Pitch Hire	146.33			4991	500	-4.87		Stripe - 3G Pitch Hire		
					1520	500	151.20		Stripe - 3G Pitch Hire		
	BAC43 Banked: 13/09/2023	30.00									
	BAC43 Burger Bus	30.00			1450	500	30.00		Burger Bus		
	POC Banked: 13/09/2023	50.00									
	POC Post Office	50.00			1700	120	50.00		Post Office		
	100855 Banked: 13/09/2023	100.00									
	100855 Friends of Twinning	100.00			1700	120	100.00		Friends of Twinning		
	DD54 Banked: 19/09/2023	-50.66									
	DD54 Stripe - 3G Pitch Hire	-50.66			4991	500	1.45		Stripe - 3G Pitch Hire		
					1520	500	-100.80		Stripe - 3G Pitch Hire		
					4991	500	-1.71		Stripe - 3G Pitch Hire		
					1520	500	50.40		Stripe - 3G Pitch Hire		
	BAC58 Banked: 20/09/2023	146.33									
	BAC58 Stripe - 3G Pitch Hire	146.33			4991	500	-4.87		Stripe - 3G Pitch Hire		
					1520	500	151.20		Stripe - 3G Pitch Hire		
	BAC61 Banked: 21/09/2023	48.69									
	BAC61 Stripe - 3G Pitch Hire	48.69			4991	500	-1.71		Stripe - 3G Pitch Hire		
					1520	500	50.40		Stripe - 3G Pitch Hire		
	BAC62 Banked: 21/09/2023	500.00									
	BAC62 S Glos Casson Mural	500.00			1700	210	500.00		S Glos Casson Mural		
	BAC55 Banked: 22/09/2023	48.69									
	BAC55 Stripe - 3G Pitch Hire	48.69			4991	500	-1.71		Stripe - 3G Pitch Hire		
					1520	500	50.40		Stripe - 3G Pitch Hire		
	BAC67 Banked: 22/09/2023	420.00									
	BAC67 Stoke Lane Under 8s	420.00			1520	500	420.00		Stoke Lane Under 8s		
	To correct Banked: 22/09/2023	-0.20									
	To correct Stripe - 3G Pitch Hire	-0.20			1520	500	-0.20		Stripe - 3G Pitch Hire		
	BAC89 Banked: 27/09/2023	48.69									
	BAC89 Stripe - 3G Pitch Hire	48.69			4991	500	-1.71		Stripe - 3G Pitch Hire		
					1520	500	50.40		Stripe - 3G Pitch Hire		
	BAC90 Banked: 27/09/2023	420.00									
	BAC90 Stoke Lane AFC	420.00			1520	500	420.00		Stoke Lane AFC		
	BAC91 Banked: 28/09/2023	146.07									
	BAC91 Stripe - 3G Pitch Hire	146.07			4991	500	-5.13		Stripe - 3G Pitch Hire		
					1520	500	151.20		Stripe - 3G Pitch Hire		
	<b>Subtotal Carried Forward:</b>	<b>27,567.45</b>	<b>0.00</b>	<b>0.00</b>			<b>27,567.45</b>				

		Nominal Ledger Analysis						
<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c</u>	<u>Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
BAC92	Banked: 28/09/2023	100.00						
BAC92	EFGA Bristol	100.00			1510	500	100.00	EFGA Bristol
	Int Banked: 29/09/2023	47.06						
	Int Natwest	47.06			1090	100	47.06	Int Rec'd
BAC94	Banked: 29/09/2023	210.00						
BAC94	Brad Stk YFC	210.00			1520	500	210.00	Brad Stk YFC
BAC95	Banked: 29/09/2023	270,135.50						
BAC95	Precept	270,135.50			1076	100	270,135.50	Precept
Total Receipts:		298,060.01	0.00	0.00			298,060.01	

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Income</u>								
1075 Sale of Assets	0	2,500	0	(2,500)			0.0%	
1076 Precept	270,136	540,271	540,271	0			100.0%	
1090 Interest Received	578	4,994	7,000	2,006			71.3%	
1100 CIL Payment	0	18,697	0	(18,697)			0.0%	
Income :- Income	<u>270,713</u>	<u>566,462</u>	<u>547,271</u>	<u>(19,191)</u>			<u>103.5%</u>	<u>0</u>
4220 IT Services & Software	0	100	0	(100)		(100)	0.0%	
4230 Equipment	75	75	0	(75)		(75)	0.0%	
5900 Transfer to EMR	0	18,697	0	(18,697)		(18,697)	0.0%	
Income :- Indirect Expenditure	<u>75</u>	<u>18,872</u>	<u>0</u>	<u>(18,872)</u>	<u>0</u>	<u>(18,872)</u>		<u>0</u>
<b>Net Income over Expenditure</b>	<u><b>270,638</b></u>	<u><b>547,590</b></u>	<u><b>547,271</b></u>	<u><b>(319)</b></u>				
<u>110 Establishment</u>								
1990 Other Income	4	4	0	(4)			0.0%	
Establishment :- Income	<u>4</u>	<u>4</u>	<u>0</u>	<u>(4)</u>				<u>0</u>
4001 Admin Salary Costs	6,217	53,213	113,008	59,795		59,795	47.1%	
4002 Groundstaff Salary Costs	10,770	63,986	168,021	104,035		104,035	38.1%	
4031 Pension Lump Sum	(550)	(3,300)	(6,600)	(3,300)		(3,300)	50.0%	
4060 Staff other Expenses	6	459	200	(259)		(259)	229.7%	
4090 Staff Training	496	1,524	2,000	476		476	76.2%	
4091 Recruitment Advertising	0	1,190	0	(1,190)		(1,190)	0.0%	
4110 Bank Charges	71	407	800	393		393	50.8%	
4120 Audit Fees	0	(2,580)	2,220	4,800		4,800	(116.2%)	
4121 Accountancy Support fees	0	2,048	6,000	3,953		3,953	34.1%	
4130 Professional Fees	0	100	0	(100)		(100)	0.0%	
4150 Subscriptions & Memberships	0	2,409	2,500	91		91	96.4%	
4160 Insurance	0	3,837	5,827	1,990		1,990	65.8%	
4170 Stationery & Printing	82	1,021	1,000	(21)		(21)	102.1%	
4180 Postage	0	20	50	30		30	40.8%	
4200 Broadband	123	512	900	388		388	56.9%	
4210 Mobile Telephone	85	986	850	(136)		(136)	116.0%	
4220 IT Services & Software	484	3,037	4,500	1,463		1,463	67.5%	
4230 Equipment	70	878	2,500	1,622		1,622	35.1%	
Establishment :- Indirect Expenditure	<u>17,854</u>	<u>129,747</u>	<u>303,776</u>	<u>174,029</u>	<u>0</u>	<u>174,029</u>	<u>42.7%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u><b>(17,850)</b></u>	<u><b>(129,743)</b></u>	<u><b>(303,776)</b></u>	<u><b>(174,033)</b></u>				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>120 Civic/Democratic</u>								
1700 Grants & Donation Received	150	1,412	0	(1,412)			0.0%	
Civic/Democratic :- Income	<u>150</u>	<u>1,412</u>	<u>0</u>	<u>(1,412)</u>				<u>0</u>
4300 Mayoral Allowance	0	250	500	250		250	50.0%	
4310 Councillor's Training	40	96	1,000	904		904	9.6%	
4330 Civic Regalia	0	1,354	0	(1,354)		(1,354)	0.0%	
4340 Civic Fund	0	5,080	1,500	(3,580)		(3,580)	338.7%	
4350 Elections	0	0	7,250	7,250		7,250	0.0%	
5910 Transfer from EMR	0	(750)	0	750		750	0.0%	
Civic/Democratic :- Indirect Expenditure	<u>40</u>	<u>6,031</u>	<u>10,250</u>	<u>4,219</u>	<u>0</u>	<u>4,219</u>	<u>58.8%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>110</u>	<u>(4,619)</u>	<u>(10,250)</u>	<u>(5,631)</u>				
<u>200 Callicroft House</u>								
1400 Callicroft House Income	0	44	500	456			8.8%	
Callicroft House :- Income	<u>0</u>	<u>44</u>	<u>500</u>	<u>456</u>			<u>8.8%</u>	<u>0</u>
4240 Property Maintenance	0	1,958	3,500	1,542		1,542	55.9%	
4410 Rates	0	7,610	8,800	1,190		1,190	86.5%	
4430 Utilities	875	2,119	4,500	2,381		2,381	47.1%	
Callicroft House :- Indirect Expenditure	<u>875</u>	<u>11,687</u>	<u>16,800</u>	<u>5,113</u>	<u>0</u>	<u>5,113</u>	<u>69.6%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>(875)</u>	<u>(11,643)</u>	<u>(16,300)</u>	<u>(4,657)</u>				
<u>210 Casson Centre</u>								
1410 Casson Centre Income	60	1,039	2,000	961			51.9%	
1700 Grants & Donation Received	500	500	0	(500)			0.0%	
Casson Centre :- Income	<u>560</u>	<u>1,539</u>	<u>2,000</u>	<u>461</u>			<u>76.9%</u>	<u>0</u>
4220 IT Services & Software	0	159	0	(159)		(159)	0.0%	
4240 Property Maintenance	798	2,524	3,500	976		976	72.1%	
4410 Rates	0	1,098	1,700	602		602	64.6%	
4430 Utilities	451	934	1,500	566		566	62.2%	
4991 Stripe charge	0	2	0	(2)		(2)	0.0%	
5900 Transfer to EMR	500	500	0	(500)		(500)	0.0%	
5910 Transfer from EMR	0	(1,017)	0	1,017		1,017	0.0%	
Casson Centre :- Indirect Expenditure	<u>1,749</u>	<u>4,200</u>	<u>6,700</u>	<u>2,500</u>	<u>0</u>	<u>2,500</u>	<u>62.7%</u>	<u>0</u>
<b>Net Income over Expenditure</b>	<u>(1,189)</u>	<u>(2,661)</u>	<u>(4,700)</u>	<u>(2,039)</u>				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>220 Burials</u>								
1031 AJBC Income (50%)	0	0	20,828	20,828			0.0%	
Burials :- Income	0	0	20,828	20,828			0.0%	0
4501 AJBC Staff Costs (50%)	0	0	18,076	18,076		18,076	0.0%	
4511 AJBC Other Costs (50%)	0	3,325	9,148	5,823		5,823	36.3%	
5900 Transfer to EMR	0	0	3,326	3,326		3,326	0.0%	
5910 Transfer from EMR	0	0	(6,396)	(6,396)		(6,396)	0.0%	
Burials :- Indirect Expenditure	0	3,325	24,154	20,829	0	20,829	13.8%	0
<b>Net Income over Expenditure</b>	<b>0</b>	<b>(3,325)</b>	<b>(3,326)</b>	<b>(1)</b>				
<u>300 Patchway</u>								
1416 Patchway CC Ground Rent	0	2	2	0			100.0%	
Patchway :- Income	0	2	2	0			100.0%	0
<b>Net Income</b>	<b>0</b>	<b>2</b>	<b>2</b>	<b>0</b>				
<u>310 Coniston</u>								
1415 Coniston Ground Rent	0	1	1	0			100.0%	
Coniston :- Income	0	1	1	0			100.0%	0
4610 Ground Rent	250	750	1,000	250		250	75.0%	
4620 PWLB Repayment	0	8,604	20,939	12,335		12,335	41.1%	
Coniston :- Indirect Expenditure	250	9,354	21,939	12,585	0	12,585	42.6%	0
<b>Net Income over Expenditure</b>	<b>(250)</b>	<b>(9,353)</b>	<b>(21,938)</b>	<b>(12,585)</b>				
<u>320 Rodway Road</u>								
4650 CCTV	445	445	1,000	555		555	44.5%	
5330 Planter and Tree Maintenance	0	0	500	500		500	0.0%	
Rodway Road :- Indirect Expenditure	445	445	1,500	1,055	0	1,055	29.7%	0
<b>Net Expenditure</b>	<b>(445)</b>	<b>(445)</b>	<b>(1,500)</b>	<b>(1,055)</b>				
<u>400 Youth &amp; Community</u>								
1700 Grants & Donation Received	0	8,280	0	(8,280)			0.0%	
Youth & Community :- Income	0	8,280	0	(8,280)				0
4240 Property Maintenance	0	181	0	(181)		(181)	0.0%	
4752 Warm Space Project	60	4,064	0	(4,064)		(4,064)	0.0%	
4867 Community Events/Engagement	0	18,832	7,500	(11,332)		(11,332)	25.1%	

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4869 Youth Development	0	960	0	(960)		(960)	0.0%	
4991 Stripe charge	0	1	0	(1)		(1)	0.0%	
5910 Transfer from EMR	0	(3,903)	0	3,903		3,903	0.0%	
Youth & Community :- Indirect Expenditure	60	20,134	7,500	(12,634)	0	(12,634)	268.5%	0
<b>Net Income over Expenditure</b>	<b>(60)</b>	<b>(11,854)</b>	<b>(7,500)</b>	<b>4,354</b>				
<b>410 GRANTS</b>								
4600 Youth and Community Grants	0	3,700	7,500	3,800		3,800	49.3%	
GRANTS :- Indirect Expenditure	0	3,700	7,500	3,800	0	3,800	49.3%	0
<b>Net Expenditure</b>	<b>0</b>	<b>(3,700)</b>	<b>(7,500)</b>	<b>(3,800)</b>				
<b>500 Scott Park</b>								
1450 Vendor/Events Income	30	3,339	15,000	11,661			22.3%	
1510 Sports Income	100	3,337	8,500	5,163			39.3%	
1520 3G Sports Facility Income	4,783	14,982	22,000	7,018			68.1%	
1530 Cafe Income	700	4,200	8,400	4,200			50.0%	
1700 Grants & Donation Received	1,000	(600)	0	600			0.0%	
1990 Other Income	63	4,482	0	(4,482)			0.0%	
<b>Scott Park :- Income</b>	<b>6,676</b>	<b>29,740</b>	<b>53,900</b>	<b>24,160</b>			<b>55.2%</b>	<b>0</b>
4160 Insurance	0	2,132	2,000	(132)		(132)	106.6%	
4220 IT Services & Software	0	0	2,000	2,000		2,000	0.0%	
4230 Equipment	0	(244)	0	244		244	0.0%	
4235 Property Security/Caretaking	0	(6)	0	6		6	0.0%	
4240 Property Maintenance	541	9,869	3,500	(6,369)		(6,369)	282.0%	
4410 Rates	0	3,105	2,850	(255)		(255)	109.0%	
4430 Utilities	9,589	19,529	5,250	(14,279)		(14,279)	372.0%	
4650 CCTV	0	0	1,000	1,000		1,000	0.0%	
4930 Petrol and Diesel	653	2,201	3,000	799		799	73.4%	
4940 Machinery Maintenance/Repair	58	2,665	3,000	335		335	88.8%	
4945 Maintenance - Sports Facilitie	962	3,693	7,500	3,807		3,807	49.2%	
4950 Machinery & Tools	0	1,443	20,100	18,657		18,657	7.2%	
4965 Maintenance - Play Equipment	0	0	1,000	1,000		1,000	0.0%	
4970 Fencing	0	288	1,500	1,212		1,212	19.2%	
4991 Stripe charge	39	283	0	(283)		(283)	0.0%	
4992 Scott Park Tree Maintenance	0	0	500	500		500	0.0%	
4995 Staff Uniform	69	594	1,500	906		906	39.6%	
4997 Sports Equipment	145	145	500	355		355	28.9%	
5330 Planter and Tree Maintenance	0	798	0	(798)		(798)	0.0%	

## Detailed Income &amp; Expenditure by Budget Heading 30/09/2023

Month No: 6

## 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
5333 Signage Repair/Replace	0	30	0	(30)		(30)	0.0%	
Scott Park :- Indirect Expenditure	12,055	46,526	55,200	8,674	0	8,674	84.3%	0
<b>Net Income over Expenditure</b>	<b>(5,380)</b>	<b>(16,786)</b>	<b>(1,300)</b>	<b>15,486</b>				
<u>510 Sports and Social Club</u>								
1500 Social Club Income	0	3,945	11,840	7,895			33.3%	
Sports and Social Club :- Income	0	3,945	11,840	7,895			33.3%	0
<b>Net Income</b>	<b>0</b>	<b>3,945</b>	<b>11,840</b>	<b>7,895</b>				
<u>600 Allotments</u>								
1440 Allotment Rents	0	0	2,500	2,500			0.0%	
1990 Other Income	0	98	0	(98)			0.0%	
Allotments :- Income	0	98	2,500	2,402			3.9%	0
4430 Utilities	211	433	500	67		67	86.5%	
5000 Pretoria Road	0	260	0	(260)		(260)	0.0%	
5010 Blakeney Road	0	394	0	(394)		(394)	0.0%	
Allotments :- Indirect Expenditure	211	1,086	500	(586)	0	(586)	217.2%	0
<b>Net Income over Expenditure</b>	<b>(211)</b>	<b>(988)</b>	<b>2,000</b>	<b>2,988</b>				
<u>700 Tumps and BMX Track</u>								
1435 Tumps Ground Rent Income	0	30	30	0			100.0%	
Tumps and BMX Track :- Income	0	30	30	0			100.0%	0
4420 Maintenance	0	0	500	500		500	0.0%	
4450 Rent Payable to Network Rail	0	213	250	37		37	85.2%	
Tumps and BMX Track :- Indirect Expenditure	0	213	750	537	0	537	28.4%	0
<b>Net Income over Expenditure</b>	<b>0</b>	<b>(183)</b>	<b>(720)</b>	<b>(537)</b>				
<u>710 Play Area</u>								
5100 Blakeney Road Path Rent	0	0	50	50		50	0.0%	
5101 Land at Coniston P Sch Rent	0	50	50	0		0	100.0%	
5200 Repairs and Maintenance	321	1,807	3,000	1,193		1,193	60.2%	
Play Area :- Indirect Expenditure	321	1,857	3,100	1,243	0	1,243	59.9%	0
<b>Net Expenditure</b>	<b>(321)</b>	<b>(1,857)</b>	<b>(3,100)</b>	<b>(1,243)</b>				



	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>720</u> <u>Open Spaces Administration</u>								
4230 Equipment	0	658	0	(658)		(658)	0.0%	
4975 Skip	1,424	8,344	13,130	4,786		4,786	63.6%	
5300 Litter Bins	0	1,112	0	(1,112)		(1,112)	0.0%	
5320 Christmas Decoration	0	0	12,500	12,500		12,500	0.0%	
5330 Planter and Tree Maintenance	0	220	1,000	781		781	21.9%	
5340 Outside Area Maintenance/Biodi	330	2,158	0	(2,158)		(2,158)	0.0%	
Open Spaces Administration :- Indirect Expenditure	1,754	12,491	26,630	14,139	0	14,139	46.9%	0
<b>Net Expenditure</b>	<b>(1,754)</b>	<b>(12,491)</b>	<b>(26,630)</b>	<b>(14,139)</b>				
<u>800</u> <u>Street Furniture &amp; transport</u>								
1900 Insurance Claims Refund	0	1,293	0	(1,293)			0.0%	
Street Furniture & transport :- Income	0	1,293	0	(1,293)				0
5333 Signage Repair/Replace	0	288	0	(288)		(288)	0.0%	
5450 Street Cleaning Supplies	0	321	500	179		179	64.2%	
Street Furniture & transport :- Indirect Expenditure	0	609	500	(109)	0	(109)	121.7%	0
<b>Net Income over Expenditure</b>	<b>0</b>	<b>684</b>	<b>(500)</b>	<b>(1,184)</b>				
<u>900</u> <u>Capital and Projects</u>								
1099 PWLB Loan Received	25	50,000	0	(50,000)			0.0%	
1700 Grants & Donation Received	0	111,360	100,000	(11,360)			111.4%	
Capital and Projects :- Income	25	161,360	100,000	(61,360)			161.4%	0
4231 Equipment on HP	1,499	6,374	0	(6,374)		(6,374)	0.0%	
4232 Equipment HP Charges	289	1,198	0	(1,198)		(1,198)	0.0%	
4620 PWLB Repayment	0	15,711	31,500	15,789		15,789	49.9%	
5900 Transfer to EMR	0	50,000	0	(50,000)		(50,000)	0.0%	
5910 Transfer from EMR	(33,920)	(33,920)	0	33,920		33,920	0.0%	
9004 New Play Equipment	12,822	12,822	2,673	(10,149)		(10,149)	479.7%	
9005 New Hard Court	0	14,065	0	(14,065)		(14,065)	0.0%	
9009 Patchway CC Redevelopment	0	62,055	0	(62,055)		(62,055)	0.0%	
9014 Major Projects	0	1,500	210,100	208,600		208,600	0.7%	
9016 AJBC PWLB Repayment	0	0	7,800	7,800		7,800	0.0%	
Capital and Projects :- Indirect Expenditure	(19,310)	129,805	252,073	122,268	0	122,268	51.5%	0
<b>Net Income over Expenditure</b>	<b>19,335</b>	<b>31,555</b>	<b>(152,073)</b>	<b>(183,628)</b>				

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	278,128	774,209	738,872	(35,337)			104.8%	
Expenditure	16,380	400,081	738,872	338,791	0	338,791	54.1%	
Net Income over Expenditure	<u>261,748</u>	<u>374,129</u>	<u>0</u>	<u>(374,129)</u>				
Movement to/(from) Gen Reserve	<u>261,748</u>	<u>374,129</u>						