

**MINUTES OF A MEETING OF THE FINANCE AND GENERAL PURPOSES COMMITTEE  
OF KINVER PARISH COUNCIL HELD AT 95 HIGH STREET, KINVER ON WEDNESDAY  
15<sup>TH</sup> JUNE 2016**

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Councillor: Councillor: Cllr D Light (Chairman), Mrs L Hingley, HH Williams (Ex-Officio), Mrs C Allen, D Hadlington, \*I G Sadler and \*JK Hall

\*Arrived during item 5.

1. APOLOGIES FOR ABSENCE

Councillor P Wooddisse (Vice Chairman) sent his apologies for the meeting.

Councillors J Irving Bell and BR Edwards were not in attendance.

2. DECLARATIONS OF PECUNIARY INTERESTS

None were declared.

3. MINUTES OF THE MEETING OF 16<sup>TH</sup> APRIL 2016

The minutes of the meeting held on 16<sup>th</sup> April were approved and signed as a true record of that meeting.

4. MATTERS ARISING FROM PREVIOUS MINUTES

None were reported.

5. BUDGET COMPARISON AND TO RECEIVE FORMALLY THE ACCOUNTS FOR APRIL – MAY 2016

The Budget Comparison table is attached as Appendix 1 to these minutes: the figures were reviewed and noted.

It was **Resolved** to **Recommend** to the Parish Council that the accounts as set as Appendix 2 to these minutes be accepted.

6. UPDATE ON DEFRIBULATOR PROJECT

The planning application for the garage has been approved, however, there was a condition attached. Before commencement of the build we have had to complete another application form detailing the type of materials to be used. This has been sent off along with the fee of £48.

Members were concerned over this fee being charged when it was clear what the project was, the Clerk was asked to write to the planning department for the reasons why.

The defibrillator has been purchased it is all installed and awaiting registration confirmation from the Ambulance Service. The Clerk will chase this up to ensure it has been registered.

This was noted.

## 7. GRANT REQUESTS FROM BOTH INTERNAL AND EXTERNAL SOURCES

### Internal Grants

The Burial Ground Committee **Resolved to Recommend** to the Parish Council that all of the pathways are upgraded with new concrete edges at a total cost of £5950.

It was proposed by Councillor Mrs C Allen and seconded by Councillor Mrs L Hingley to **Recommend** to the Parish Council, that all of the wooden edges on the pathways are replaced with concrete edges at a cost of £5950 and funded from the Internal Grants budget line. On a vote there was 4 votes for and 2 against. Therefore the recommendation was carried.

The members of the L & A Committee **Resolved to Recommend** to the Parish Council that - to have a competition for all young people in the village, with the theme of our village, with the topic "if there was a youth club what would you want to see". The prize fund requested would be £150.

(The Clerk has researched a Youth Bus that comes to various locations and enclosed details for information)

The Chairman Councillor D Light reported that at the school liaison meeting, the topic of the Youth Club was raised with the Head teacher from Kinver High School. For information the old Youth Club hut is now the 6<sup>th</sup> form centre and is not available to be let anymore. With the impending building works due to start in November, there will be no free space for any additional activities to be run from the school. He also said that the schools cannot take on any further competitions as they do not have the time within school to run them and incorporate them into the curriculum. However, the Head teacher did say that he would be willing to distribute a questionnaire to the children via their form teachers and collect them back in and pass them to the Council for analysis.

In light of this information, members unanimously agreed to **Recommend** to the Parish Council to ask if the Leisure and Amenities Committee could prepare a questionnaire to be distributed in the local High School and Year 6 of Brindley Heath, the Council to cover the printing costs (in house) and distribute it to the schools in September.

### External Grants

KSCA for felling trees around the building and Skate Park as willows are all rotten and dangerous £2700.

It was agreed unanimously that due to the KSCA Grant application being retrospective, the Parish Council cannot fund the tree works as this is against Council policies.

U3A for money towards various projects and group activities £495

As the Parish Council has recently given this organisation a grant of £500, and they have received grants from some of the District Councillors also, it was agreed unanimously to **Recommend** to the Parish Council that no grant is given to U3A.

#### 8. PETTY CASH FOR APRIL / MAY 2016

##### Petty Cash for April 2016

AVG LICENCE	£35.99
Windows cleaned	£60.00
Letters for signs	£3.75
bin liners / polish	£4.57
Total	£104.31

##### Petty Cash for May 2016

Blackboard paint	£7.99
Windows cleaned	£20.00
Total	£27.99

The above items of expenditure were noted.

#### 9. REPORT OF THE INTERNAL AUDITOR

The report is attached as appendix 4 to these minutes, there were no comments for the Committee or the Council to review. This was noted.

#### 10. LIBRARY UPDATE

This item was deferred as Councillor P Wooddisse was not in attendance.

#### 11. TOILETS KINVER EDGE

The grant for 2015-16 has been submitted to South Staffs District Council. We have been advised that this was the last year and no further funding will come from them.

This leaves a shortfall in next year's budget for the grant circa £1000.

The Parish Council as long as members can remember back has insured and maintained the toilets. They have upgraded them by getting grants from The Lottery and Awards for All.

Due to the changes made in the way the toilets are opened and closed at a weekend and in the evenings, the toilets cost considerably less to run than 2 years ago.

This is a facility that is well used and would be missed by the public that visit Kinver and live here if they were closed.

The toilets are thought to have been built just after the war, and were originally looked after by Seisdon Rural District Council, but in the changes to South Staffs District Council in the early 70's a lot of paper work is missing, and there is no record of ownership now.

Members of the Committee felt that this should be an agenda item for the next Council meeting to discuss the matter fully. Members agreed to **Recommend** to the Parish Council that the toilet facility at Kinver Edge should continue as it is, funded and looked after by the Parish Council until a decision on the future of the toilet block is made.

#### 12. DATE OF NEXT MEETING –

Date of the next meeting is Wednesday 20<sup>TH</sup> July 2016.

#### 13. ITEMS FOR FUTURE MEETINGS

Last date for items to be put on the agenda for the next meeting is 11<sup>th</sup> July 2016.  
Library update - Accounts for payment

#### 15. RECOMMENDATIONS TO THE PARISH COUNCIL

It was **Resolved** to Recommend to the Parish Council that:-

- the accounts as set as Appendix 2 to these minutes be accepted.
- all of the edges at Comber Ridge of the pathways are replaced with concrete edges at a cost of £5950 funded from the Internal Grants Budget..
- to ask if the Leisure and Amenities Committee could prepare a questionnaire to be distributed in the local High School and Year 6 of Brindley Heath, the Council to cover the printing costs (in house) and distribute it to the schools in September.
- due to the Grant application being retrospective, the Parish Council cannot fund the tree works for the KSCA as this is against Council policies.
- a grant is not given to U3A as they have recently received a grant from the Council.
- the toilet facility at Kinver Edge should continue as it is, funded and looked after by the Parish Council until a decision on the future of the toilet block is made.

Appendix 1 to the minutes of the Finance and General Purposes Committee held on the 15<sup>th</sup> June 2016

Budget Comparison 2016/17 - UP TO 31/5/2016

£8464.92 remained from 31st March 2016, this is allocated with £4000 for Community Proj. and £4464.92 garage budget line, in this line also is £22,000 transfer from Bath Building Society

	PARISH COUNCIL INCOME	BUDGET	ACTUAL	BALANCE	PROJECTED	%
		2016/17	INCOME		INCOME	RECEIVED
10	PRECEPT	144709.00	72354.00	-72355.00	144709.00	
12	INTEREST INSTANT / CURRENT ACC	1.00	0.00	-1.00	1.00	
14	BURIAL FEES	9455.00	710.00	-8745.00	9455.00	
15	TOILETS HIGH STREET	1500.00	230.00	-1270.00	1500.00	
16	DONATIONS	300.00	0.00	-300.00	300.00	
19	SUNDRIES	0.00	0.00	0.00	0.00	
20	GRANT FOR TOILETS	1000.00	971.35	-28.65	1000.00	
22	INTEREST ON NEW RESERVES ACC AT WBROM	10.00	11.19	1.19	10.00	
23	INTEREST BATH BUILDING SOCIETY	1000.00	0.00	-1000.00	1000.00	
24	Police Office rent	4000.00	0.00	-4000.00	4000.00	
25	BALANCE FROM Y/END 2016	8464.92	8464.92	0.00	8464.92	
26	FUNDS FOR GARAGE INTERNAL	22000.00	22000.00	0.00	22000.00	
		<b>192439.92</b>	<b>104741.46</b>	<b>-87698.46</b>	<b>192439.92</b>	
18	VAT REFUND					
	<b>EXPENDITURE FOR PARISH</b>					
		BUDGET	ACTUAL	BALANCE	PROJECTED	%
		2016/17	EXP.		EXP.	SPENT
50	<b>GENERAL ADMIN</b>					
50/1	GA TELEPHONE	1500.00	53.93	1446.07	1500.00	
50/2	GA STATIONARY	2850.00	118.72	2731.28	2850.00	
50/3	GA GENERAL INSURANCE	3000.00	3021.19	-21.19	3022.00	
50/4	GA RATES (OFFICE and Burial Ground)	3700.00	784.12	2915.88	3700.00	
50/5	GA OFFICE ELECTRICITY & GAS	2000.00	344.54	1655.46	2000.00	
50/6	GA AUDIT	830.00	450.00	380.00	830.00	
50/7	GA CHAIRMAN'S ALLOWANCE	500.00	500.00	0.00	500.00	
50/9	GA STAFF TRAINING EXPENSES	100.00	0.00	100.00	100.00	
50/11	GA MISCELLANEOUS	0.00	0.00	0.00	0.00	
50/25	GA MEMBERS EXPENSES	300.00	0.00	300.00	300.00	
50/47	GA COMPUTER SUPPORT SERVICES / OFFICE EQUIP (2010)	2300.00	1193.83	1106.17	2300.00	
50/48	GA PHOTOCOPIER	285.00	0.00	285.00	285.00	
50/51	GA ADVERTISING	50.00	0.00	50.00	50.00	
50/53	GA CIVIC EXPENSES	0.00	0.00	0.00	0.00	
50/110/1	GA POSTAGE	1100.00	210.00	890.00	1100.00	
50/110/2	GA PETTY CASH OTHER	550.00	60.00	490.00	550.00	
		<b>19065.00</b>	<b>6736.33</b>	<b>12328.67</b>	<b>19087.00</b>	
52	<b>MAINTENANCE</b>					
52/1	MAINTENANCE TOILETS	2000.00	55.33	1944.67	2000.00	

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52/6	MAINTENANCE MISC.	6185.00	885.34	5299.66	6185.00	
52/7	MAINTENANCE GRASS CUTTING	12642.00	4660.50	7981.50	12642.00	
52/26	MAINTENANCE PLAY AREA	1000.00	0.00	1000.00	1000.00	
	<b>MAINTENANCE TOTAL</b>	<b>21827.00</b>	<b>5594.26</b>	<b>16232.74</b>	<b>21827.00</b>	
54	<b>GRANTS &amp; SUBS EXTERNAL</b>					
54/3	PARISH COUNCIL SUBSCRIPTIONS	500.00	90.00	410.00	500.00	
54/4	SPCA & LCR	700.00	0.00	700.00	700.00	
54/48	EXTERNAL GRANTS	3800.00	0.00	3800.00	3800.00	
	<b>GRANTS &amp; SUBS TOTAL</b>	<b>5000.00</b>	<b>90.00</b>	<b>4910.00</b>	<b>5000.00</b>	
56	<b>INTERNAL GRANTS</b>	<b>18919.00</b>	<b>745.00</b>	<b>18174.00</b>	<b>18919.00</b>	
55	<b>CAR PARK RENTAL</b>	<b>550.00</b>	<b>0.00</b>	<b>550.00</b>	<b>550.00</b>	
57	<b>CHRISTMAS LIGHTS</b>	<b>4500.00</b>	<b>0.00</b>	<b>4500.00</b>	<b>4500.00</b>	
		<b>BUDGET</b>	<b>ACTUAL</b>	<b>BALANCE</b>	<b>PROJECTED</b>	<b>%</b>
		<b>2016/17</b>	<b>EXP.</b>		<b>EXP.</b>	<b>SPENT</b>
58	<b>VEHICLES</b>					
58/1	LEASING	3500.00	0.50	3499.50	3500.00	
58/2	FUEL	1000.00	125.07	874.93	1000.00	
58/3	STORE FOR EQUIPMENT	0.00	60.34	-60.34	0.00	
58/4	INSURANCE FOR VEHICLE	1050.00	0.00	1050.00	1050.00	
	<b>TOTAL FOR VEHICLES</b>	<b>5550.00</b>	<b>185.91</b>	<b>5364.09</b>	<b>5550.00</b>	
60	<b>CONTINGENCIES</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>IN Wbrom acc</b>
62	<b>HEALTH AND SAFETY AUDIT</b>	<b>200.00</b>	<b>92.00</b>	<b>108.00</b>	<b>200.00</b>	
63'	<b>PROJECTS FOR COMMUNITY FUNDED BY RENT</b>	<b>8000.00</b>	<b>2020.00</b>	<b>5980.00</b>	<b>8000.00</b>	
64	<b>GARAGE PROJECT</b>	<b>26464.92</b>	<b>0.00</b>	<b>26464.92</b>	<b>26464.92</b>	
100	<b>WAGES / SALARIES</b>					
103/1	SALARIES NET	54366.00	8875.38	45490.62	54366.00	
103/2	TAX AND NATIONAL INS.	7442.00	670.40	6771.60	7442.00	
103/3	EMPLOYERS NATIONAL INS.	3381.00	375.91	3005.09	3381.00	
103/4	EMPLOYEES PENSION	3262.00	326.31	2935.69	3262.00	
103/5	EMPLOYERS PENSION	10873.00	1140.43	9732.57	10873.00	
103/6	OPENING TOILETS	1040.00	110.00	930.00	1040.00	
	<b>TOTAL WAGES</b>	<b>80364.00</b>	<b>11498.43</b>	<b>68865.57</b>	<b>80364.00</b>	
101	<b>ITEMS TO HAVE FUNDS RESERVED</b>					
101/9	ELECTION EXPENSES	0.00	0.00	0.00	0.00	
	<b>TOTAL FOR ITEMS TO BE RESERVED</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	
105	SOLICITORS FEES	2000.00	0.00	2000.00	2000.00	
	<b>TOTAL EXPENDITURE</b>	<b>192439.92</b>	<b>26961.93</b>	<b>165477.99</b>	<b>192461.92</b>	
	<b>TOTAL INCOME</b>	<b>192439.92</b>	<b>104741.46</b>	<b>87698.46</b>	<b>192439.92</b>	
	<b>TOTAL NET BALANCE</b>	<b>0.00</b>	<b>77779.53</b>	<b>-77779.53</b>	<b>-22.00</b>	

## KINVER PARISH COUNCIL

Monthly Balance Sheet as at: 31/5/16

### **Co-Op account**

#### Unpresented Cheques

-23.99

38.98

#### **TOTAL**

14.99

#### Unpresented Receipts

Total

0.00

Computer Figures Co-Op acc.  
less unpresented

127.35

14.99

#### **Total**

**142.34**

Bank Statement Figure

**142.34**

### **Barclays Bank**

#### Unpresented Cheques

80.02

Im

#### **TOTAL**

80.02

#### Unpresented Receipts

Total

0.00

Computer Figures Barclays Bank  
acc.  
less unpresented

76645.90

80.02

#### **Total**

**76725.92**

Bank Statement Figure

**76725.92**

### **Other bank account balances**

Bath Building Society  
Old Alliance and Leicester account  
West Bromwich Building Society

36110.09

2.54

24285.35

# Financial Summary - Cashbook

Summary between 01/04/16 and 31/05/16 inclusive.

Balances at the start of the year

## Ordinary Accounts

.BARCLAYS BANK	£19,054.88
.COOPERATIVE BANK C & I	£77.31
Alliance and Leicester	£0.00
Bath Building Society	£58,110.09
Kinver Parish Council - West Bromwich Ac	£0.00
Santander old account	£2.54

## Short Term Investment Accounts

Reserves West Bromwich	£19,274.16
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## Long Term Investment Accounts

CA Trust NSB 3.5% Fund 1999-2010	£0.00
Total	£96,518.98

RECEIPTS	Net	Vat	Gross
Council	£76,015.39	£0.00	£76,015.39
Total Receipts	£76,015.39	£0.00	£76,015.39
PAYMENTS	Net	Vat	Gross
Council	£34,068.10	£1,295.04	£35,363.14
Total Payments	£34,068.10	£1,295.04	£35,363.14

Closing Balances

## Ordinary Accounts

.BARCLAYS BANK	£76,645.90
.COOPERATIVE BANK C & I	£127.35
Alliance and Leicester	£0.00
Bath Building Society	£36,110.09
Kinver Parish Council - West Bromwich Ac	£0.00
Santander old account	£2.54

## Short Term Investment Accounts

Reserves West Bromwich	£24,285.35
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## Long Term Investment Accounts

CA Trust NSB 3.5% Fund 1999-2010	£0.00
Total	£137,171.23



# Financial Budget Comparison

Comparison between 01/04/16 and 31/05/16 inclusive.

Excludes transactions with an invoice date prior to 01/04/16

	2016/2017	Actual Net	Balance	
<b>INCOME</b>				
<b>Council</b>				
12	Interest - Instant	£1.00	£0.00	-£1.00
13	Interest Bath Building Society	£1,000.00	£0.00	-£1,000.00
14	Burial fees	£9,455.00	£710.00	-£8,745.00
15	Toilets - High Street	£1,500.00	£230.00	-£1,270.00
16	Donations	£300.00	£0.00	-£300.00
17	Precept Barclays	£144,709.00	£72,354.50	-£72,354.50
19	Sundries	£0.00	£0.00	£0.00
20	Toilet grant from SSDC	£1,000.00	£971.35	-£28.65
22	Interest on West Brom Reserves account	£10.00	£11.19	£1.19
24	old Santander bond	£0.00	£0.00	£0.00
26	Rent from Offices	£4,000.00	£0.00	-£4,000.00
<b>Total Council</b>		£161,975.00	£74,277.04	-£87,697.96
<b>Total Income</b>		£161,975.00	£74,277.04	-£87,697.96
<b>EXPENDITURE</b>				
<b>Council</b>				
51	GENERAL ADMINISTRATION BARCLAYS BANK			
51/1	TELEPHONE	£1,500.00	£53.93	£1,446.07
51/2	STATIONARY	£2,850.00	£118.72	£2,731.28
51/3	GENERAL INSURANCE	£3,000.00	£3,021.19	-£21.19
51/4	RATES	£3,700.00	£784.12	£2,915.88
51/5	OFFICE ELECTRICITY AND GAS	£2,000.00	£344.54	£1,655.46
51/6	AUDIT	£830.00	£450.00	£380.00
51/7	CHAIRMANS ALLOWANCE	£500.00	£500.00	£0.00
51/8	STAFF TRAINING EXPENSES	£100.00	£0.00	£100.00
51/9	MISCELLANEOUS	£0.00	£0.00	£0.00
51/10	MEMEBRS EXPENSES	£300.00	£0.00	£300.00
51/11	COMPUTER SUPPORT SERVICES	£2,300.00	£1,193.83	£1,106.17
51/12	PHOTOCOPIER	£285.00	£0.00	£285.00
51/13	ADVERTISING	£50.00	£0.00	£50.00
51/14	CIVIC EXPENSES	£0.00	£0.00	£0.00
51/15	POSTAGE	£1,100.00	£210.00	£890.00

31/05/16 11:29 AM Vs:

*Kinver Parish Council*

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# Financial Budget Comparison

Comparison between 01/04/16 and 31/05/16 inclusive.

Excludes transactions with an invoice date prior to 01/04/16

		2016/2017	Actual Net	Balance
51/16	MISC PETTY CASH	£550.00	£60.00	£490.00
51	Total	£19,065.00	£6,736.33	£12,328.67
53	Maintenance - Barclays account			
53/2	MAINTENANCE TOILETS	£2,000.00	£55.33	£1,944.67
53/4	MAINTENANCE MISC	£6,185.00	£885.34	£5,299.66
53/41	MAINTENANCE GRASS CUTTING	£12,642.00	£4,660.50	£7,981.50
53/42	MAINTENANCE PLAY AREA	£1,000.00	£0.00	£1,000.00
53	Total	£21,827.00	£5,588.66	£16,238.34
55	Car Park Rentals	£550.00	£0.00	£550.00
56	Internal Grants co-op acc	£0.00	£0.00	£0.00
57	Christmas Illuminations	£4,500.00	£0.00	£4,500.00
59	INTERNAL GRANTS BARCLAYS BANK	£18,919.00	£745.00	£18,174.00
60	Contingencies	£0.00	£0.00	£0.00
61	VEHICLES - BARCLAYS BANK			
61/1	LEASING	£3,500.00	£0.50	£3,499.50
61/2	FUEL	£1,000.00	£125.07	£874.93
61/3	STORE FOR EQUIPMENT	£0.00	£60.34	-£60.34
61/4	INSURANCE FOR VEHICLE	£1,050.00	£0.00	£1,050.00
61	Total	£5,550.00	£185.91	£5,364.09
62	Health and Safety Audit	£200.00	£92.00	£108.00
63	GRANTS AND SUBS EXTERNAL BARCLAYS ACCOUNT			
63/1	PARISH COUNCIL SUBS	£500.00	£90.00	£410.00
63/2	SPCA AND LCR	£700.00	£0.00	£700.00
63/3	EXTERNAL GRANTS	£3,800.00	£0.00	£3,800.00
63	Total	£5,000.00	£90.00	£4,910.00
101	Funds to be reserved			
101/20	Election Expenses	£0.00	£0.00	£0.00
101	Total	£0.00	£0.00	£0.00

31/05/16 11:29 AM Vs:

*Kinver Parish Council*

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# Financial Budget Comparison

Comparison between 01/04/16 and 31/05/16 inclusive.

Excludes transactions with an invoice date prior to 01/04/16

	2016/2017	Actual Net	Balance	
103	WAGES / SALARIES BARCLAYS BANK			
103/1	SALARIES	£54,366.00	£8,875.38	£45,490.62
103/2	TAX AND NI FOR EMPLOYEES	£7,442.00	£670.40	£6,771.60
103/3	EMPLOYERS NATIONAL INSURANCE	£3,381.00	£375.91	£3,005.09
103/4	EMPLOYEES PENSION	£3,262.00	£326.31	£2,935.69
103/5	EMPLOYERS PENSION	£10,873.00	£1,140.43	£9,732.57
103/6	RESTRUCTURING COSTS	£1,040.00	£110.00	£930.00
103	Total	£80,364.00	£11,498.43	£68,865.57
104	Expenditure for Community Projects	£4,000.00	£2,020.00	£1,980.00
105	Solicitors fees / Legal expenses	£2,000.00	£0.00	£2,000.00
	<b>Total Council</b>	£161,975.00	£26,968.84	£135,006.16
	<b>Total Expenditure</b>	£161,975.00	£26,968.84	£135,006.16
	Total Income	£161,975.00	£74,277.04	£87,697.96
	Total Expenditure	£161,975.00	£26,968.84	£135,006.16
	<b>Total Net Balance</b>	<b>£0.00</b>	<b>£47,308.20</b>	

**EXTERNAL GRANT APPLICATION FORM**



Name of applicant: KINVER SPORTS AND COMMUNITY ASSOCIATION

Contact Name: Rachel Davis

Address: 18 Cedar Aides  
Kinver

Post code: DY7 6BW

Contact Number: 01354 577441

Brief description of project:

Removal of dangerous willow  
trees from Stargrove Gardens  
(Quote attached)

Please provide current 12 months accounts and 3 months bank statements with the application.

Please return form to:  
Kinver Parish Council  
95 High Street  
Kinver  
South Staffordshire  
DY7 8HD

Grant Sum Required: £2700

NB: If the grant request exceeds £2500, and is successful, the applicant must provide the Parish Council with a full report on how the funds have been spent. A set of accounts for their organisation to be presented to the Annual Parish Meeting in March each year.

Signed: [Signature] Date: 21/05/16

Office use only

Minute Number: \_\_\_\_\_ Date of meeting:  / /

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

**EXTERNAL GRANT APPLICATION FORM**

Name of applicant: U3A KINVER

Contact Name: LIZ ROBERTS

Address: 34 STONE LANE

KINVER

Post code: DY7 6DY

Contact Number: 01854 878263

**Brief description of project:**

Support materials for 3 of our U3A groups

Choir - 4 x music copyright (attached) £230

Ukulele - 2 Ukulele instruments (attached) £115

History - 1 DVD player + sound bar £150

Total number of members - these 3 groups is 80 + new joiners

Grant Sum Required: £495

NB: If the grant request exceeds £2500, and is successful, the applicant must provide the Parish Council with a full report on how the funds have been spent. A set of accounts for their organisation to be presented to the Annual Parish Meeting in March each year.

Signed: Liz Roberts Date: 2/6/2016

**Office use only**

Minute Number: \_\_\_\_\_ Date of meeting: / /

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

Please provide current 12 months accounts and 3 months bank statements with the application.

Please return form to:  
Kinver Parish Council  
95 High Street  
Kinver  
South Staffordshire  
DY7 6HD

**EXTERNAL GRANT APPLICATION FORM**

Name of applicant: USA KINVER

Contact Name: LIZ ROBERTS

Address: 34 STONE LANE

KINVER

Post code: DY7 6DY

Contact Number: 01354 875263

**Brief description of project:**

Support materials for 3 of our USA groups

Choir - 4 x music copyright (attached) £230

Ukulele - 2 Ukulele instruments (attached) £115

History - 1 DVD player + sound bar £50

Total number of members - these 3 groups is 80 + new joiners

Grant Sum Required: £495

NB: If the grant request exceeds £2500, and is successful, the applicant must provide the Parish Council with a full report on how the funds have been spent. A set of accounts for their organisation to be presented to the Annual Parish Meeting in March each year.

Signed: L Roberts Date: 2/6/2016

**Office use only**

Minute Number: \_\_\_\_\_ Date of meeting:  / /

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

Please provide current 12 months accounts and 3 months bank statements with the application.

Please return form to:  
Kinver Parish Council  
95 High Street  
Kinver  
South Staffordshire  
DY7 5HD