

**MINUTES OF A MEETING OF KINVER PARISH COUNCIL HELD ON WEDNESDAY 3<sup>rd</sup> MAY 2017  
AT THE COUNCIL OFFICES AT 95 HIGH STREET, KINVER**

PRESENT: Councillor HH Williams (Chairman), Mrs L Hingley (Vice-Chairman),  
Councillors: Mrs C Allen, N Other, IG Sadler, J Irving-Bell, Mrs D Geoghegan, Miss V Webb,  
G Mander, P Wooddisse, JK Hall, BR Edwards, D Light, J Cutler.

OPENING PRAYERS - Councillor Mrs L Hingley led the Council in prayer.

69. ELECTION OF CHAIRMAN OF THE PARISH COUNCIL FOR THE COUNCIL YEAR 2017/17.

There was only one nomination for Chairman for 2017/8, Councillor HH Williams. He was duly elected to the position and signed his declaration of acceptance of office.

70. APPOINTMENT OF VICE-CHAIRMAN OF THE PARISH COUNCIL FOR THE COUNCIL YEAR 2016/2017.

There was only one nomination for Vice Chairman for 2017/18, Councillor Mrs L Hingley. She was duly elected to the position and signed her declaration of acceptance of office.

71. VOTE OF THANKS TO THE OUTGOING CHAIRMAN AND VICE-CHAIRMAN.

The Vice Chairman led members in a vote of thanks for the Chairman Councillor HH Williams, he in turn led a vote of thanks to Councillor Mrs L Hingley as Vice Chairman and thanked all Councillors and staff for their support for the past 12 months.

72. APOLOGIES FOR ABSENCE

Councillors Mrs C Allen, N Other and D Hadlington were not in attendance due to other commitments.

73. DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS

None were declared.

74. MINUTES OF THE PREVIOUS MEETINGS

The Minutes of the meeting held on 5<sup>TH</sup> April 2017, having been circulated in advance of the current meeting, were approved and signed as a true record of the proceedings at that meeting.

75. PUBLIC PARTICIPATION

Standing orders were raised to enable members of the public to speak.

Mrs M Rogers informed members that there is a Meeting for Community Groups on the 12<sup>th</sup> May at Wombourne.

Standing orders were re-instated.

76. COMMITTEE REPORTS76.1 Planning & Development Committee Meeting of the 26<sup>th</sup> April

The minutes of the above meetings, having been circulated, were **Received**, and there were no recommendations to the Council.

76.2 Finance and General Purposes Committee Meeting of the 19<sup>th</sup> April 2017

The minutes of the above meetings, having been circulated, were **Received**, and the following recommendations were made to the council

- the yearend accounts as set as Appendix 2 to those minutes be accepted.
- the Internal Auditors report be accepted.
- 5 Noticeboards and map prints are purchased at a cost of £687.50 and funded from budget line 54/3.
- a Noticeboard is purchased for Iverley at a cost of £250.00 and funded from budget line 54/3.
- a grant should not be given to Kinver Community Library for this project, for the reasons stated on page 6 item 9 of these minutes.

The above recommendations were agreed.

77. REVIEW OF DELEGATION ARRANGEMENTS TO COMMITTEES, SUB-COMMITTEES, EMPLOYEES AND OTHER LOCAL AUTHORITIES. –NO DELEGATION IS ALLOWED WITHOUT PERMISSION FOR EACH CASE FROM THE PARISH COUNCIL.

The Parish Council only gives delegated Authority to Committees for specific special reasons, i.e. each year to Finance to allow them to authorise cheques for payment and to authorise the Planning Committee to send their recommendations directly to District as the Parish Council does not meet in August. This was noted and agreed.

78. REVIEW OF THE TERMS OF REFERENCES FOR COMMITTEES.Leisure and Amenities Committee

The Parish Council has set the following terms of reference for the Committee –

- The Committee shall be an Advisory Committee without powers to make resolved decisions.
- It shall have a maximum of 3 co-opted members of the public as members of the Committee with full voting rights, these to be elected at the first AGM and remain on the Committee for the life of that Council (4 years)
- The Committee is to address issues of the maintenance, management and development of the existing play area and for child/youth recreational facilities and to develop, and where appropriate, manage and maintain schemes for enhancement of the local environment.

- The Committee is to address issues relating to the Public Rights of Way in the Parish of Kinver and liaise with SCC ROW Dept.
- Number on Committee - Chairman of Council (Ex-Officio), Chairman and Vice Chairman of the Committee and up to 7 other Councillors.

#### Finance and General Purposes Committee

The Parish Council has set the following terms of reference for the Committee –

- The Committee shall be an Advisory Committee without powers to make resolved decisions unless these are given for a specific reason by the full Parish Council.
- It shall have no members of the public as members of the Committee.
- The Committee is to address issues relating to all financial aspects of the Council finances and any other General Purposes that are forwarded to the Committee from the Parish Council.
- Number on Committee - Chairman of Council (Ex-Officio), Chairman and Vice Chairman of the Committee and up to 7 other Councillors.

#### Planning and Development Committee

The Parish Council has set the following terms of reference for the Committee –

- The Committee shall be an Advisory Committee without powers to make resolved decisions. It can make recommendations relating to planning matters to the Staffordshire Highways and South Staffordshire District Council, and on general consultations relating to neighbouring authorities.
- It shall have no members of the public as members of the Committee.
- The Committee is to address issues relating to Planning applications in the Parish of Kinver and consultations relating to neighbouring Authorities.
- Number on Committee Chairman of Council (Ex-Officio), Chairman and Vice Chairman of the Committee and up to 7 other Councillors.

#### Personnel Committee

The Parish Council has set the following terms of reference for the Committee –

- The Committee has powers to make some resolved decisions on minor staffing issues, major issues are referred back to the full Parish Council.
- It shall have no members of the public as members of the Committee.
- The Committee is to address issues concerning Staffing related issues.

- Number on Committee - Chairman of Council (Ex-Officio), Vice Chairman of the Council, Chairman of Finance Committee, Chairman of Leisure and Amenities and the Chairman of Planning.

This was noted.

## 79. COMMITTEE MEMBERSHIP

The following positions were agreed.

	Chairman of Council	Henry Williams
	Vice Chairman of Council	Lin Hingley
PLANNING	Chairman	Christine Allen
	Vice Chairman	Julian Hall
	Committee	Henry Williams Jon Irving Bell Paul Wooddisse Nick Other Virginia Webb
FINANCE	Chairman	Dudley Light
	Vice Chairman	Paul Wooddisse
	Member	Brian Edwards Doug Hadlington Henry Williams Ian Sadler Jon Irving Bell Christine Allen Julian Hall Virginia Webb
LEISURE & AMENITIES	Chairman	John Cutler
	Vice Chairman	Lin Hingley
	Member	Gary Mander Jon Irving Bell Lin Hingley Denise Geoghegan Christine Allen Paul Wooddisse Nick Other
PERSONNEL	Chairman of Parish Council Vice Chair of PC Finance L & A Planning	Henry Williams Lin Hingley Dudley Light John Cutler Christine Allen

All appointments were noted.

## 80. CHEQUE SIGNATORIES AND WORKING PARTIES

1. Works to 95 High Street Working Party (5 members)

Current members – HH William's (Ex-Officio), D Light, Mrs L Hingley, JK Hall, (1 vacancy)

3. Cheque Signatories General

Chairman of Council, Chairman of Finance and Clerk with any 2 to sign

4. Building Society Signatories (4 members plus Clerk)

Cllrs D Light, JK Hall, Mrs L Hingley and HH William's and Mrs JS Spaul

This was noted and agreed.

## 81. APPOINTMENT OF ANY NEW COMMITTEES, CONFIRMATION OF THE TERMS OF REFERENCE, THE NUMBER OF MEMBERS (INCLUDING, IF APPROPRIATE, SUBSTITUTE COUNCILLORS) AND RECEIPT OF NOMINATIONS TO THEM.

Any new committees may be discussed and formed at this point. None were created.

## 82. REVIEW STANDING ORDERS AND FINANCIAL REGULATIONS.

Financial Regulations and Standing orders are issued to all new members of Council on election.

This was noted.

## 83. REVIEW OF INVENTORY OF LAND AND ASSETS INCLUDING BUILDINGS AND OFFICE EQUIPMENT.

List of assets as per the Insurance Schedule:-

List of assets as per the Insurance Schedule:-

Fixed assets list

Community Assets

15 Danesford Gardens - Park

16 Jubilee Gardens - Park

17 Comber Ridge Burial Ground and Garden Of Remembrance

**Fixed assets as at 31st March 2017**

	2016	2017
CONTENTS 95 HIGH STREET	£12,139.45	£12,260.84
CLOCK SHELTER	£42,015.81	£42,435.97
DOG BINS / 14 BINS	£2,182.28	£2,204.10
BENCHES / SEATS	£11,674.00	£11,791.03
BUS SHELTERS	£5,354.46	£5,387.80
NOTICE BOARDS	£2,800.00	£2,828.00
WAR MEMORIAL	£40,654.61	£41,061.16
MAINTENANCE MACHINERY	£3,768.00	£3,805.69
CHAIRMAN'S BADGE AND CHAIN	£3,245.40	£3,277.85
S HARRIS CUP AND BOARD	£1,514.38	£1,529.52
VILAGE SIGNS	£4,351.75	£4,395.27
FLASHCAM	£7,105.90	£7,176.96
CHRISTMAS LIGHTS	£7,490.31	£7,565.21
GATES AND FENCES	£10,927.27	£11,036.54
PLAY EQUIPMENT	£186,961.10	£188,830.75
95 HIGH STREET	£201,353.97	£211,421.67
TOILET BLOCK HIGH STREET	£100,674.12	£105,707.83
TOILET BLOCK KINVER EDGE	£45,293.31	£47,557.98
GARAGE AND STORE COMBER RIDGE	£0.00	£16,180.00
STONE TROUGHS	£0.00	£1,572.14
	£689,506.12	£728,026.31

This was noted.

84. **REVIEW AND CONFIRMATION OF ARRANGEMENTS FOR INSURANCE COVER IN RESPECT OF ALL INSURED RISKS.**

The Parish Council Insurance Policy expires on the 4<sup>th</sup> June 2018. The renewal cost is £3238.00. This was noted.

85. **APPOINTMENTS TO OUTSIDE BODIES. - REVIEW OF THE COUNCIL'S AND/OR EMPLOYEES' MEMBERSHIPS OF OTHER BODIES.**

1. **Kinver Exhibition Foundation (3 Members)**

Councillors D Light, Mrs L Hingley and N Other

2. **Kinver Sports and Community Association (2 Members)**

As this is reducing to 2 members later in the year, members agreed to nominate 2 members for this year Councillors N Other and J Irving Bell

3. National Trust, AGM Meeting representatives (2 Members)

Councillors Mrs C Allen and Mrs L Hingley.

4. Old Peoples Welfare (2 Members)

Councillors Mrs L Hingley and Mrs C Allen

5. Lady Dorothy Grey Foundation (1 Member)

Councillor Mrs L Hingley

6. Twinning Association (2 Members)

Councillor Mrs D Geoghegan and P Wooddisse

7. Walter Holdnall Trust

Councillor N Other

8. Kinver United Charity

Cllr G Mander  
Cllr D Light

9. Wolverhampton Airport Consultative Committee

Councillor HH Williams

10. Anglo American Society

Councillor Miss V Webb

11. School Committee

3 Councillors and the Chairman (Councillors HH Williams, Mrs C Allen, P Wooddisse and D Light). It was agreed to defer this Committee until it is required.

The Parish Council subscribes on an annual basis to the following organisations:-

ICCM	£ 75.00
Society of Local Council Clerks	£145.00
Local Council review	£ 13.50*
Community Council of Staffordshire	£ 22.00
Staffordshire Parish Council's Association	£667.00

This to be monitored \*

This was noted and agreed.

86. REVIEWING THE COUNCIL'S COMPLAINTS PROCEDURE.

## Kinver Parish Council

1. This Policy sets out procedures for dealing with any complaints that anyone may have about the Kinver Parish Council's administration and procedures. It applies to Kinver Parish Council's employees. Councillors are covered by the Code of Conduct adopted by the Council on May 2002. Complaints against policy decisions made by the Council shall be referred back to Council [but note paragraph 11a of the Council's Standing Orders which says that issues shall not be re-opened for six months].
2. If a complaint about procedures or administration as practised by the Council's employees is notified orally to a Councillor or the Clerk to the Council, they should seek to satisfy the complaint fully. If that fails, the complainant should be asked to put the complaint in writing to the Clerk to the Council and be assured that it will be dealt with promptly after receipt.
3. If the Complainant prefers not to put the complaint to the Clerk to the Council he or she should be advised to put it to the Chairman of Council.
4. a) On receipt of a written complaint the Chairman of Council or the Clerk to the Council (except where the complainant is about his or her own actions), shall try to settle the complaint directly with the complainant. This shall not be done without first notifying the person complained against and giving him or her an opportunity to comment. Efforts should be made to attempt to settle the complaint at this stage.  
b) Where the Clerk to the Council or the Chairman of Council/Mayor receives a written complaint about the Clerk to the Council's own actions, he or she shall refer the complaint to the Chairman of Council. The Clerk to the Council shall be notified and given an opportunity to comment.
5. The Clerk to the Council or Chairman of Council shall report to the next meeting of the Council any written complaint disposed of by direct action with the complainant.
6. The Clerk to the Council or Chairman of Council shall bring any written complaint that has not been settled to the next meeting of the Council. The Clerk to the Council shall notify the complainant of the date on which the complaint will be considered and the complainant shall be offered an opportunity to explain the complaint orally. (Unless such a matter may be related to Grievance, Disciplinary or Standard Board proceedings that are taking, or likely to take place when such a hearing may prejudice those hearings when the complaint will have to be heard under Exempt Business to exclude any member of the public or the press, or deferred on appropriate advice received).
7. The Council shall consider whether the circumstances attending any complaint warrant the matter being discussed in the absence of the press and public but any decision on a complaint shall be announced at the Council meeting in public.
8. As soon as may be after the decision has been made it and the nature of any action to be taken shall be communicated in writing to the complainant.
9. A Council shall defer dealing with any written complaint only if it is of the opinion that issues of law or practice arise on which advice is necessary. The complaint shall be dealt with at the next meeting after the advice has been received.

This was noted and agreed.



87. REVIEWING THE COUNCIL'S PROCEDURES FOR HANDLING REQUESTS MADE UNDER THE FREEDOM OF INFORMATION ACT 2000 AND THE DATA PROTECTION ACT 1998.

The FOI policy is below:-

***Under the above recent legislation all local councils are obliged to prepare a scheme specifying council documents, copies of which members of the public may request. Such a scheme has been prepared by Kinver Parish Council and has been approved by the nationally based Information Commissioner. The scheme may be inspected at the Parish Council Offices at 95 High Street, Kinver during normal working hours Monday – Friday 10.00 a.m. – 12.00 p.m. Copies of documents specified in the scheme will be charged at 25p per A4 side.***

**December 2002**

Model code from the ICM was circulated to all members.

The Council pays annually by Direct debit (in October) for registration to the Data Protection Act. This was noted and agreed.

88. ESTABLISHING OR REVIEWING THE COUNCIL'S POLICY FOR DEALING WITH THE PRESS/MEDIA

The Parish Council has a policy that only the Chairman and the Clerk may deal with the press. All members of the Council may talk to the press if they so wish, but can only express their opinion, they cannot speak on behalf of the Parish Council.

**KINVER PARISH COUNCIL - MEDIA POLICY**

**Introduction**

1. Kinver Parish Council ("the Council") is committed to the provision of accurate information about its governance, decisions and activities. Where this information is not available via the Council's publication scheme, please contact the Council's clerk or, in his absence, **the Chairman.**

2. The Council shall, where possible, co-operate with those whose work involves gathering material for publication in any form including use of the internet ("the media").

3. This policy explains how the Council may work with the media to meet the above objectives in accordance with the legal requirements and restrictions that apply.

**Legal requirements and restrictions**

4. This policy is subject to the Council's obligations which are set out in the Public Bodies (Admission to Meetings) Act 1960, the Local Government Act 1972, the Local Government Act 1986, the Freedom of Information Act 2000, the Data Protection Act 1998, other legislation which may apply and the Council's standing orders and financial regulations. The Council's financial regulations and relevant standing orders referenced in this policy are available via the Council's publication scheme.

5. The Council cannot disclose confidential information or information the disclosure of which is prohibited by law. The Council cannot disclose information if this is prohibited under the terms of a court order, by legislation, the Council's standing orders, under contract or by common law. Councillors are subject to additional restrictions about the disclosure of confidential information which arise from the code of conduct adopted by the Council, a copy of which is available via the Council's publication scheme.

## **Meetings**

6. A meeting of the Council and its committees is open to the public unless the meeting resolves to exclude them because their presence at the meeting is prejudicial to the public interest due to the confidential nature of the business or other special reason(s) stated in the resolution. In accordance with the Council's standing orders, persons may be required to leave a meeting of the Council and its committees, if their disorderly behaviour obstructs the business of the meeting.

7. Where a meeting of the Council and its committees include an opportunity for public participation, the media may speak and ask questions. Public participation is regulated by the Council's standing orders.

8. The photographing, recording, filming or other reporting of a meeting of the Council and its committees (which includes e.g. using a mobile phone or tablet, recording for a TV/radio broadcast, providing commentary on blogs, web forums, or social networking sites such as Twitter, Facebook and YouTube) which enable a person not at the meeting to see, hear or be given commentary about the meeting is permitted unless (i) the meeting has resolved to hold all or part of the meeting without the public present or (ii) such activities disrupt the proceedings or (iii) paragraphs 9 and 10 below apply.

9. The photographing, recording, filming or other reporting of a child or vulnerable adult at a Council or committee meeting is not permitted unless an adult responsible for them has given permission.

10. Oral reporting or commentary about a Council or committee meeting by a person who is present at the meeting is not permitted.

11. The Council shall, as far as it is practicable, provide reasonable facilities for anyone taking a report of a Council or committee meeting and for telephoning their report at their own expense.

12. The Council's standing orders will confirm if attendance by the public, their participation, photographing, recording, filming or other reporting is permitted at a meeting of a sub-committee. Members of the public that wish to film need to complete a form with their details on as a record of the filming.

## **Other communications with the media**

13. This policy does not seek to regulate councillors in their private capacity.

14. The Council's communications with the media seek to represent the corporate position and views of the Council. If the views of councillors are different to the Council's corporate position and views, they will make this clear.

15. The Council's Clerk, or in his absence, Chairman may contact the media if the Council wants to provide information, a statement or other material about the Council.

16. Subject to the obligations on councillors not to disclose information referred to in paragraph 5 above and not to misrepresent the Council's position, councillors are free to communicate their position and views.

This was noted and agreed.

89. MEMBERS TO REVIEW THEIR DISCLOSABLE INTERESTS.

All members were circulated with their register of interest, and no member had any amendments. Any amendments to be forwarded to the Clerk.

90. SCHEDULE OF MEETINGS FOR 2017/18

The draft schedule of meetings for 2017/18 was presented to members below and agreed.

**SCHEDULE OF MEETINGS FOR 2017/18**

<b>2017/18</b>	<b>PARISH COUNCIL</b>	<b>LEISURE AND AMENITIES</b>	<b>FINANCE &amp; GENERAL PURPOSES</b>	<b>PLANNING AND DEVELOP.</b>
MAY 2017	3#	10	31	24
JUNE 2017	7			28
JULY 2017	5	12	19**	26**
AUGUST 2017				30
SEPT 2017	6	13	27	20
OCT 2017	4			25
NOV 2017	1	8	22	29
DEC 2017	7			14
JAN 2018	3	17		31
FEB 2018	7		21	28
MARCH 2018	7 ##	21		28
APRIL 2018	4		18	25
MAY 2018	2#	9	23	30

**All meetings to be held on Wednesdays. Planning and Development Committee and Finance meetings marked with a \*\* to be given delegated authority to send off planning recommendations (Planning) and agree accounts payable (Finance) due to no meeting in August.**

**THE COUNCIL OFFICES WILL BE CLOSED AS FOLLOWS:**

2017 - 29<sup>th</sup> May (Spring Holiday), 28<sup>th</sup> August (Summer Bank Holiday), Christmas Closure from 25<sup>th</sup> December 2017 to the 2<sup>nd</sup> January 2018

2018 –31<sup>st</sup> March – 2<sup>nd</sup> April (Easter), 7<sup>th</sup> May (Mayday), 28<sup>th</sup> May (Spring Holiday), 27<sup>th</sup> August (Late Summer Holiday),  
Christmas Closure from 25<sup>th</sup> December 2016 to the 2<sup>nd</sup> January 2018

## Annual Parish Meeting – to be held at 6.30pm prior to the Parish Council meeting on 1<sup>st</sup> March 2017 and 7<sup>th</sup> March 2018,

# The AGM will be held on the 3<sup>rd</sup> May 2017 and 2<sup>nd</sup> May 2018 starting at 7.00pm

This was noted and agreed.

91. MATTERS ARISING FROM PREVIOUS MINUTES

91.1 Police Meeting

The following email has been received:-

“With 27 Parishes in the area it is very difficult for me to attend Parish meetings. The Locality meetings are designed for Parishes to raise concerns with me, the next one for Locality 5 is on 24<sup>th</sup> May 2017 at 5pm. If it can't wait till then feel free to give me a call or email me the details.  
Regards Giles

Giles Parsons”

Members asked that the Clerk write to the Inspector again and request that he attends a meeting with the Council, and CC all correspondence to date for their information.

This was noted.

92. OUTSTANDING MATTERS FROM THE DISTRICT / COUNTY AND COUNTY / DISTRICT COUNCILLORS TO ADDRESS THE COUNCIL ON ANY MATTERS RELEVANT TO THE PARISH

Councillor B R Edwards reported that:-

- Inspector G Parsons, is moving to a new post in Staffordshire, so any correspondence should be simply address to the Inspector so it reached his replacement.
- The District Council have met with the Church and are discussing the grass cutting with them. They have also contacted the local contractor to ask him for a quote for the works.

The County have at last filled in the hole at the end of the High Street.

Members agreed to add as an agenda item for the next meeting to look at potential changes to the High Street layout.

At the Overview and Scrutiny Committee, it was reported that Pattingham Parish Council are taking part in a pilot scheme to link the District Councils Digital information into their website. Members thought this may be useful for Kinver too, and agreed to add this as an agenda item for the next meeting.

It was noted that the CAB outreach in Kinver has closed. They are now concentrating on telephone information and webchats to maximise the people that they reach due to reductions in funding.

### 93. REPORT OF THE OUTGOING CHAIRMAN

The Chairman thanked all members and his Vice Chairman for their support over the past 12 months of this challenging year and it was hoped the New Year would be less of a challenge.

### 94. CLERK'S REPORT

The Clerk reported on the following matters –

#### 94.1 The Big Lunch Day

On the 17-18<sup>th</sup> June, In memory of Government Minister Jo Cox, we have been asked by the Minister in charge that Parishes and Community Groups help publicise and organise the Big Lunch Day.

The KSCA have applied for a starter pack as they will be taking part on the 18<sup>th</sup>, and have asked if the Parish Council staff can help them prepare posters to go round the village to let people know where it is on Country Fayre day. Members agreed to support this event, with help from the staff to prepare Posters etc to publicise it.

#### 94.2 Best Dressed Window Competition

All High Street Businesses and residents have been asked to put something in their window for Country Fayre day. The theme is 100 years of the National Trust Kinver Edge. Members agreed to enter.

#### 94.3 St Peters Church Hall

The above Group have requested a grant towards the cost of £11893.20 for re-tarmacing their driveway. Members discussed this application, and it was agreed that this is outside the remit of the Parish Council and can therefore not give a grant. On a vote this was agreed. The Clerk will write to the Church Hall Committee and let them know the decision.

## 94.5 Publications to note

Churchill and Blakedown Parish Council agendas  
Correspondence from D Giddings and G Bache

## 94.6 Superintendents report

- We have had 1 new Burial plot
- 1 headstone installed

96. REPORTS FROM MEMBERS ON OUTSIDE BODIES

None were reported.

97. ACCOUNTS FOR PAYMENT

The accounts as set out as appendix 1 to these minutes were accepted

98. ITEMS FOR FUTURE MEETINGS

If there are any additional items for the next agenda these need to be with the Clerk by Monday 22<sup>nd</sup> May 2017.

Linking to SSDC website joining pilot scheme.  
High Street layout

99. DATES OF THE NEXT MEETINGS

Planning and Development Committee  
Leisure and Amenities Committee  
Finance and General Purposes Committee  
Parish Council

24<sup>th</sup> May 2017  
10<sup>th</sup> May 2017  
31<sup>ST</sup> May 2017  
7<sup>TH</sup> June 2017

All meetings to start at 7.00 pm

Appendix 1 to the minutes of the Parish Council Meeting held on the 3<sup>rd</sup> May 2017

**Accounts for payment 3rd May 2017**

<b><u>Chg No</u></b>	<b><u>Ratification</u></b>		
100921	BT	Phone and Broadband	533.32
100922	SWOPS	Diesel	98.01
100923	P & S Contracts	Grass cutting	1653.5
100924	OCL	Fencing for Comber Ridge	232.02
BACS	South Staffs Water	Water Rates	98.40
<b>Total</b>			<b>2615.25</b>

<b><u>Chg No</u></b>	<b><u>Accounts for payment</u></b>		
100925	ESPO	Supplies	141.19
100926	ICCM	Annual subs	90.00
100927	Kane Mailing	Annual charge for data	196.80
100928	J R K Computer Supplies	Stationery	96.73
100929	Kinver Edge Farm Shop	Opening toilets	100.00
100930	N Power	Electricity for clock shelter	623.47
100931	OCL		
100932	P & S Contracts	Grass Cutting	
100933	R H Electrical	Repair to alarm and new smoke alarm	44.00
100934	Rutele	Audit costs	450.00
100935	SCC	Pensions	1622.05
100936	South Staffs Water	Rates	93.13
100937	Viking Direct	Stationery	62.30
100938	SCC	Puncture repair	11.60
100939	Sage	Annual Support	847.20
<b>Total</b>			<b>3950.48</b>

**List of Monthly Direct Debits**

DD	SSDC	Rates Comber Ridge	36.41
DD	Inland Revenue	April payment	1158.66
DD	Utility Warehouse	Garage electricity refund	-23.99
DD	Utility Warehouse	95 High Street Gas and electricity	169.70
DD	Utility Warehouse	Kinver Edge Toilets	9.96
DD	Utility Warehouse	High Street Toilets	88.49
DD	Utility Warehouse	Mobile phone	31.13
DD	Salaries	May	4734.46
DD	Siemens Finance	Franker and scales software maintenance	136.60
BACS	Screwfix	April	26.95

**Total 6331.96**

**Total Expenditure 12897.69**

**Receipts**

Burial Fees		1725.00
Toilet Income		60.00
Staffs Courts	Compensation	50.00
Staffs Police	Office rent	1000.00
<b>Total Income</b>		<b>2835.00</b>