

BARTON BENDISH PARISH COUNCIL

The Ordinary Parish Council Meeting will be held on 12th March 2025 starting at 7.30pm in Barton Bendish Village Hall

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting. Members of the public and press are welcome to attend.

AGENDA

1. To consider apologies for absence
2. To receive Declaration of Interests and any requests for dispensation
3. To agree the [minutes of the last meeting, 15th January 2025](#)
4. Public forum for members of the public to comment on agenda items, and updates from Borough and County Councillors
5. To note update from Albanwise on additional signage for traffic to Abbey Barns
6. To consider setting a delegated authority budget limit for village sign maintenance
7. To consider membership of [Norfolk Parish Training and Support](#) (cost 1% precept)
8. Finance
 - a) To review the [asset register](#)
 - b) To authorise payments and note any monies received
 - c) To review and sign cash book reconciliation
 - d) To review budget monitoring document and earmarked reserves
9. To consider planning applications received from the Borough Council. Any applications received after the issuing of this agenda will also be considered at the meeting: none
10. To note planning decisions from the Borough Council of King's Lynn and West Norfolk:
 - a) 24/02249/F: Hill Farm, Boughton Long Road Barton Bendish King's Lynn - Construction of agricultural grain silo building. Application permitted, delegated decision
11. To receive items for inclusion on the next agenda
12. To confirm date of next meeting, **the Annual Parish Council Meeting**, as Wednesday **14th May 2025** 7.30pm Barton Bendish Village Hall

Sharon Sweet Clerk to Barton Bendish Parish Council

5th March 2025

To note update from Albanwise on additional signage for traffic to Abbey Barns:

They have asked UNV to see if they could add clear directions to their literature or even some sort of map pointing out the exact entrance to Abbey Barn.

They are in talks with a gentleman who makes signs from the oak from the estate so they are seeing what perhaps could be done to point people in the right direction. (But of course making sure it does not impede highway grass cutting)

They will be in touch when they have any further updates.

21st Feb 2025

March 2025 payments for approval:

Payee	Amount	Type	Description
S Sweet	£326.95	SO	Clerk salary & allowance (March 2025)
Unity Trust	£ 12.00	BACS	Bank charges (Feb and March)
Starboard	£191.95	BACS	Scribe Accounting Software subscription
BB Village Hall	£54.75	BACS	Hall hire Nov to March
ICO	£52.00	BACS	Subscription

Barton Bendish Parish Council

Prepared by: _____

Date: _____

Name and Role (Clerk/RFO etc)

Approved by: _____

Date: _____

Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 23/02/2025		
	Cash in Hand 01/04/2024		12,530.52
	ADD Receipts 01/04/2024 - 23/02/2025		6,289.92
	SUBTRACT Payments 01/04/2024 - 23/02/2025		18,820.44
	Cash in Hand 23/02/2025 (per Cash Book)		5,444.78
			13,375.66
B	Cash in hand per Bank Statements		
	Petty Cash 23/02/2025	0.00	
	Current account 23/02/2025	3,345.74	
	Savings 23/02/2025	10,029.92	
			13,375.66
	Less unrepresented payments		
			13,375.66
	Plus unrepresented receipts		
	Adjusted Bank Balance		13,375.66
	A = B Checks out OK		

Barton Bendish Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

27 February 2025 (2024-2025)

Admin

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
1	Clerks salary				3,800.00	3,441.36	358.64	358.64 (9%)
2	Clerks expenses				200.00	143.00	57.00	57.00 (28%)
3	General admin				100.00	187.81	-87.81	-87.81 (-87%)
4	Training				200.00	120.00	80.00	80.00 (40%)
5	Insurance				370.00	372.41	-2.41	-2.41 (-0%)
6	Subscriptions				600.00	658.50	-58.50	-58.50 (-9%)
7	Audit				285.00	54.80	230.20	230.20 (80%)
8	Village Hall hire				130.00	109.50	20.50	20.50 (15%)
18	Locum Clerk Salary							(N/A)
22	EMR - Keyworker Insurance							(N/A)
SUB TOTAL					5,685.00	5,087.38	597.62	597.62 (10%)

Grants & Donations

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
9	Donation - Church				325.00	325.00		(0%)
14	General							(N/A)
24	EMR - Jubilee Grant					150.00	-150.00	-150.00 (N/A)
26	S137							(N/A)
29	Community Grant				250.00	150.00	100.00	100.00 (40%)
SUB TOTAL					575.00	625.00	-50.00	-50.00 (-8%)

Open spaces

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
15	Defib Maintenance							(N/A)
19	Village gateways							(N/A)
20	Defibrillator maintenance							(N/A)
23	EMR - CIL							(N/A)
25	EMR - Defibrillator Maintenance					223.00	-223.00	-223.00 (N/A)
27	Telephone box maintenance							(N/A)
SUB TOTAL						223.00	-223.00	-223.00 (N/A)

Other income

Code	Title	Receipts			Payments			Net Position
		Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
11	Grants							(N/A)
12	VAT reclaimed							(N/A)
13	Misc							(N/A)
16	CIL income							(N/A)
17	Keyworker Insurance							(N/A)
28	Donation from Poor's Charity	360.00	360.00					(0%)

Barton Bendish Parish Council
Summary of Receipts and Payments
All Cost Centres and Codes

27 February 2025 (2024-2025)

30 Interest		29.92	29.92		29.92 (N/A)
SUB TOTAL	360.00	389.92	29.92		29.92 (8%)

Precept		Receipts			Payments			Net Position
Code	Title	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend
10	Precept	5,900.00	5,900.00					(0%)
	SUB TOTAL	5,900.00	5,900.00					(0%)

Summary								
	NET TOTAL	6,260.00	6,289.92	29.92	6,260.00	5,935.38	324.62	354.54 (2%)
	V.A.T.					135.05		
	GROSS TOTAL		6,289.92			6,070.43		

Barton Bendish Parish Council
Reserves Balance
2024-2025

<u>Reserve</u>	<u>OpeningBalance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>CurrentBalance</u>
Earmarked					
Jubilee Grant	150.00		150.00		0.00
HR Reserve	3,000.00				3,000.00
CIL	567.29				567.29
Election costs	2,500.00				2,500.00
Defib maintenance & replaceme	1,966.05		223.00		1,743.05
Total Earmarked	8,183.34		373.00		7,810.34
 TOTAL RESERVE	 8,183.34		 373.00		 7,810.34
GENERAL FUND					4,939.67
TOTAL FUNDS					12,750.01