

# BARTON BENDISH PARISH COUNCIL

## The Ordinary Parish Council Meeting will be held on 11<sup>th</sup> March 2026 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

*\* or at the conclusion of the Annual Parish Meeting (whichever is the later)*

### 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, 14<sup>th</sup> January 2026
4. Public forum for members of the public to comment on agenda items, and updates from Borough and County Councillors
5. To receive any update regarding overgrown hedge on Fincham Road
6. To consider any maintenance works required for the village sign and agree a delegated authority budget spend
7. To review Councillor contact information on the website and noticeboards
8. To agree renewal of Scribe accounting software
9. Finance
  - a) To note Cllrs Simon and Tilburn have been added to the banking mandate for viewing accounts and authorising payments
  - b) To authorise payments and note any monies received
  - c) To review and sign cash book reconciliation
  - d) To note refund of CIL monies from NCC and approve return to the CIL earmarked reserve
  - e) To note increase in mobile phone charges from April 2026, Consumer Price Index Rate plus an additional 3.9% effective from 1 April 2026
  - f) To review budget monitoring document and earmarked reserves
10. To consider planning applications received from the Borough Council for consideration at this meeting (none received). Any applications received after the issuing of this agenda will be considered at the meeting.
11. To note planning decisions from the Borough Council of King's Lynn and West Norfolk (none received). Any decisions received after the issuing of this agenda will be noted by the meeting.
12. To receive items for inclusion on the next agenda
13. To confirm date of next meeting, **the Annual Parish Council Meeting**, as Wednesday **14<sup>th</sup> May 2025** 7.30pm Barton Bendish Village Hall

To consider the passing of a resolution under the Public Bodies (Admission to Meetings) Act 1960 (as extended by s.100 of the Local Government Act 1972) that the public and press be excluded from the meeting for item 21. on the grounds that it could involve the likely disclosure of private and confidential information

14. Staffing

## **Review of Councillor Contact Details (Website & Noticeboards)**

Currently the website includes councillor names, home addresses and telephone numbers, plus a link to the Register of Interests. There is no legal requirement for councils under £25,000 turnover to publish home addresses, personal telephone numbers or individual email addresses, although councillor names and roles should remain available for transparency.

Members may wish to consider whether continuing to publish home addresses and personal contact details remains proportionate for a small parish council.

### **Option 1 (Recommended):**

Publish councillor names and roles only, with a single contact route via the Clerk ("Councillors may be contacted via the Parish Clerk"). Individual councillors may choose to publish personal mobile number if they wish.

### **Option 2:**

Continue publishing individual contact details.

**March 2026 payments**

|                   |         |      |                                    |
|-------------------|---------|------|------------------------------------|
| Vodafone          | £ 52.80 | DDM  | Mobile bill (Dec-Mar)              |
| BB Village Hall   | £ 57.00 | BACS | Hall hire (Nov-Mar)                |
| Starboard Systems | £191.95 | BACS | Scribe accounting software         |
| S Sweet           | £746.20 | SO   | Clerk salary & allowance (Feb-Mar) |
| Unity Bank        | £ 12.00 | BACS | Monthly bank charge (Feb-Mar)      |

**Refund payment:**

Norfolk Parish Partnership scheme refund for white gates project £317.61

## Barton Bendish Parish Council

Prepared by: \_\_\_\_\_

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

*Name and Role (Clerk/RFO etc)*

Approved by: \_\_\_\_\_

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

*Name and Role (RFO/Chair of Finance etc)*

|          |                                                     |           |                  |
|----------|-----------------------------------------------------|-----------|------------------|
| <b>A</b> | <b>Bank Reconciliation at 04/03/2026</b>            |           |                  |
|          | Cash in Hand 01/04/2025                             |           | 12,479.21        |
|          | <b>ADD</b><br>Receipts 01/04/2025 - 04/03/2026      |           | 6,961.43         |
|          | <b>SUBTRACT</b><br>Payments 01/04/2025 - 04/03/2026 |           | 19,440.64        |
|          | <b>Cash in Hand 04/03/2026</b><br>(per Cash Book)   |           | 6,685.22         |
| <b>B</b> |                                                     |           | <b>12,755.42</b> |
|          | Cash in hand per Bank Statements                    |           |                  |
|          | Petty Cash 04/03/2026                               | 0.00      |                  |
|          | Current account 04/03/2026                          | 2,738.42  |                  |
|          | Savings 04/03/2026                                  | 10,265.95 |                  |
|          |                                                     |           | <b>13,004.37</b> |
|          | Less unrepresented payments                         |           | 248.95           |
|          |                                                     |           | 12,755.42        |
|          | Plus unrepresented receipts                         |           |                  |
| <b>B</b> | <b>Adjusted Bank Balance</b>                        |           | <b>12,755.42</b> |
|          |                                                     |           |                  |
|          | <b>A = B Checks out OK</b>                          |           |                  |

Dear Sharon

**Parish Partnership Refund 2023/24 – Barton Bendish Parish Council - Gateways**

We have now received the final construction costs for the above Parish Partnership scheme carried out in **2023/24**. I am pleased to tell you that the scheme was delivered for less than the original estimated costs. I have set out the costs below:-

|                           |          |                                   |                |
|---------------------------|----------|-----------------------------------|----------------|
| <b>Original Estimate</b>  | £3578.72 | <b>Parish Contribution at 50%</b> | £1789.36       |
| <b>Actual Works costs</b> | £2943.50 | <b>Parish Contribution at 50%</b> | £1471.75       |
| <b>Parish Refund Due</b>  |          |                                   | <b>£317.61</b> |

Please could you confirm the Parish Council's bank details as attached, and I will arrange for a BAC's payment for the refund amount to be sent.

Regards

**From:** Vodafone <no-reply@vodafone.co.uk>  
**Sent:** 24 February 2026 10:47  
**To:** clerk@bartonbendish-pc.gov.uk  
**Subject:** Important information about your account

[View online version](#)



24 February 2026

Account number reference ending in: 5195

## Important changes to your Mobile account(s)

Hello,

Thank you for being a valued Vodafone Business customer. Your trust and partnership mean a great deal to us.

We know the challenges businesses face today, and that's why we remain focused on delivering the UK's Best Network for Business (*as awarded at the Mobile Industry Awards 2025*) – expanding coverage, increasing speeds, and building future capabilities to help your business thrive.

To maintain this level of service and innovation, we'll be making some pricing adjustments. While we understand this may not be welcome news, these changes are essential to keep building and maintaining the network your business depends on.

The language below is more formal than we would normally use, but this is to ensure we comply with all guidelines regarding the communication of price changes that impact you.

We wanted to let you know that from **1 April 2026** we will be increasing the recurring charges for our mobile plans, including SIM-only, Mobile Broadband, and selected Add-ons. We will also be increasing Out of Bundle rates.

## What are the changes?

The monthly cost of your plan(s) will increase by the Consumer Price Index Rate ("**CPI Rate**") plus an additional **3.9%** effective from 1 April 2026. The increase is based on the CPI figure of **3.4%** as published in **January 2026** by the Office for National Statistics.

## Any questions?

You'll find all the information you need about the price increases, and a full list of prices, on our website: [vodafone.co.uk/business/price-changes](https://vodafone.co.uk/business/price-changes)

If you have any questions or want to discuss the impact of these changes on your mobile account, please contact your Vodafone Partner – Comm Tech.

Kind regards,

Nick Gliddon  
Vodafone Business UK Director  
Vodafone Limited

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This email was sent to [clerk@bartonbendish-pc.gov.uk](mailto:clerk@bartonbendish-pc.gov.uk). Campaign reference code: EMS1355.

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Registered in England No. 1471587

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

04 March 2026 (2025-2026)

## Admin

| Code      | Title                     | Receipts |        |          | Payments |          |          | Net Position         |
|-----------|---------------------------|----------|--------|----------|----------|----------|----------|----------------------|
|           |                           | Budgeted | Actual | Variance | Budgeted | Actual   | Variance | +/- Under/over spend |
| 1         | Clerks salary             |          |        |          | 4,375.00 | 4,308.14 | 66.86    | 66.86 (1%)           |
| 2         | Clerks expenses           |          |        |          | 200.00   | 169.00   | 31.00    | 31.00 (15%)          |
| 3         | General admin             |          |        |          | 100.00   |          | 100.00   | 100.00 (100%)        |
| 4         | Training                  |          |        |          | 200.00   |          | 200.00   | 200.00 (100%)        |
| 5         | Insurance                 |          |        |          | 407.00   | 355.09   | 51.91    | 51.91 (12%)          |
| 6         | Subscriptions             |          |        |          | 441.00   | 437.90   | 3.10     | 3.10 (0%)            |
| 7         | Audit                     |          |        |          | 50.00    | 59.80    | -9.80    | -9.80 (-19%)         |
| 8         | Village Hall hire         |          |        |          | 130.00   | 114.00   | 16.00    | 16.00 (12%)          |
| 18        | Locum Clerk Salary        |          |        |          |          |          |          | (N/A)                |
| 22        | EMR - Keyworker Insurance |          |        |          |          |          |          | (N/A)                |
| 30        | Bank charges              |          |        |          | 72.00    | 72.00    |          | (0%)                 |
| 32        | telephone                 |          |        |          |          | 174.23   | -174.23  | -174.23 (N/A)        |
| SUB TOTAL |                           |          |        |          | 5,975.00 | 5,690.16 | 284.84   | 284.84 (4%)          |

## Grants & Donations

| Code      | Title               | Receipts |        |          | Payments |        |          | Net Position         |
|-----------|---------------------|----------|--------|----------|----------|--------|----------|----------------------|
|           |                     | Budgeted | Actual | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 9         | Donation - Church   |          |        |          | 350.00   | 350.00 |          | (0%)                 |
| 14        | General             |          |        |          |          |        |          | (N/A)                |
| 24        | EMR - Jubilee Grant |          |        |          |          |        |          | (N/A)                |
| 26        | S137                |          |        |          |          |        |          | (N/A)                |
| 29        | Community Grant     |          |        |          | 250.00   |        | 250.00   | 250.00 (100%)        |
| SUB TOTAL |                     |          |        |          | 600.00   | 350.00 | 250.00   | 250.00 (41%)         |

## 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                       |          |        |          |          | 249.68 | -249.68  | -249.68 (N/A)        |
| 25        | EMR - Defibrillator Maintenance |          |        |          |          | 476.16 | -476.16  | -476.16 (N/A)        |
| 27        | Telephone box maintenance       |          |        |          |          |        |          | (N/A)                |
| 33        | Delivery charge                 |          |        |          |          | 12.50  | -12.50   | -12.50 (N/A)         |
| SUB TOTAL |                                 |          |        |          |          | 738.34 | -738.34  | -738.34 (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 |          | 135.05 | 135.05   |          |        |          | 135.05 (N/A)         |
| 13   | Misc          |          |        |          |          |        |          | (N/A)                |

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

04 March 2026 (2025-2026)

|                  |                              |               |               |               |                     |
|------------------|------------------------------|---------------|---------------|---------------|---------------------|
| 16               | CIL income                   |               |               |               | (N/A)               |
| 17               | Keyworker Insurance          |               |               |               | (N/A)               |
| 28               | Donation from Poor's Charity | 360.00        | 360.00        |               | (0%)                |
| 31               | Bank interest                | 200.00        | 172.88        | -27.12        | -27.12 (-13%)       |
| <b>SUB TOTAL</b> |                              | <b>560.00</b> | <b>667.93</b> | <b>107.93</b> | <b>107.93 (19%)</b> |

**Precept**

| Code             | Title   | Receipts        |                 |          | Payments |        |          | Net Position         |
|------------------|---------|-----------------|-----------------|----------|----------|--------|----------|----------------------|
|                  |         | Budgeted        | Actual          | Variance | Budgeted | Actual | Variance | +/- Under/over spend |
| 10               | Precept | 6,293.50        | 6,293.50        |          |          |        |          | (0%)                 |
| <b>SUB TOTAL</b> |         | <b>6,293.50</b> | <b>6,293.50</b> |          |          |        |          | <b>(0%)</b>          |

**Summary**

|                    |                 |                 |               |                 |                 |                |               |
|--------------------|-----------------|-----------------|---------------|-----------------|-----------------|----------------|---------------|
| <b>NET TOTAL</b>   | <b>6,853.50</b> | <b>6,961.43</b> | <b>107.93</b> | <b>6,575.00</b> | <b>6,778.50</b> | <b>-203.50</b> | <b>-95.57</b> |
| <b>V.A.T.</b>      |                 |                 |               |                 | 299.02          |                |               |
| <b>GROSS TOTAL</b> |                 | <b>6,961.43</b> |               |                 | <b>7,077.52</b> |                |               |

**Barton Bendish Parish Council**  
**Reserves Balance**  
**2025-2026**

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| <u>Reserve</u>                | <u>OpeningBalance</u> | <u>Transfers</u> | <u>Spend</u>  | <u>Receipts</u> | <u>CurrentBalance</u> |
|-------------------------------|-----------------------|------------------|---------------|-----------------|-----------------------|
| <b>Earmarked</b>              |                       |                  |               |                 |                       |
| Jubilee Grant                 |                       |                  |               |                 | 0.00                  |
| HR Reserve                    | 3,011.00              |                  |               |                 | 3,011.00              |
| CIL                           | 567.29                |                  | 249.68        |                 | 317.61                |
| Election costs                | 2,500.00              |                  |               |                 | 2,500.00              |
| Defib maintenance & replaceme | 1,732.05              | -500.00          | 476.16        |                 | 755.89                |
| Village sign maintenance      |                       | 500.00           |               |                 | 500.00                |
| <b>Total Earmarked</b>        | <b>7,810.34</b>       |                  | <b>725.84</b> |                 | <b>7,084.50</b>       |
| <b>TOTAL RESERVE</b>          | <b>7,810.34</b>       |                  | <b>725.84</b> |                 | <b>7,084.50</b>       |
| <b>GENERAL FUND</b>           |                       |                  |               |                 | 5,278.62              |
| <b>TOTAL FUNDS</b>            |                       |                  |               |                 | 12,363.12             |