



**Minutes of the Meeting of the Council
Wednesday 20th April 2016 at 7.30 p.m.
Clifford Village Hall**

Present: Councillors N Fawcett (Chairman), G. Allan, T. Blackmore, C. Glynn, D. Hill, O Milligan, P. O'Brien, S. Park, A. Shaw

In Attendance: P Seed (Clerk)
1 PCSO

Apologies for absence None

16/53 Crime Report

The PCSO reported that there had been 1 crime in March.

16/54 Declarations of Interest & Notifications of changes in the Members' Register of Interest.

There were no declarations & no amendments to the Register.

16/55 Public Participation Session

No residents present.

16/56 The Minutes of the meeting held on 16th March 2016, previously circulated, were confirmed and signed by the Chairman.

16/57 Chairman's Business.

The Chairman reported that through his work with YLCA he had been invited to Buckingham Palace Garden Party.

16/58 Clerk's Report.

Leeds City Council are following up the complaint concerning the bins being left on the pavement outside Charis House.

16/59 Neighbourhood Plan:

Cllr. Blackmore reported that the Submission Plan has been lodged with Leeds City Council for a 6 week public consultation. The Plan and responses to the consultation will then be forwarded to an independent examiner to be agreed between the Parish Council and Leeds City Council. There are a number of Community Plans which need to be monitored and progressed. To be discussed at a future meeting.

16/60 HM The Queen's 90th Birthday Celebration

Cllr Fawcett reported that Deputy Lord Lieutenant would be attending.

16/61 Lead Members & Committee Representatives.

Received:

- i. **Clifford Directory:** Cllr Shaw reported that the Directory was being printed ready for distribution on 7th & 8th May.
- ii. **Northways:** The fencing has been repaired
- iii. **SID Training:** Cllr Allan reported that she had attended the training. It was agreed that in principle the Council wished to take part in a group of local councils to borrow the equipment. Data recorded can be used in discussions with police & L.C.C. on traffic calming measures.
- iv. **Allotments:** Cllr Shaw reported that, at the CAHA AGM, it had been agreed to set the rent for 2017 at £25 with a £5 additional cost for late payment.

16/62 Planning Matters

Received: verbal reports that

- a) Decisions known or received
 - (i) Single storey rear extension; single storey infill extension; roof lights to existing single storey roof. Britannia House, Albion Street – Approved
- b) Planning Applications considered by the Planning Working Group
 - (i) 20 affordable dwellings with associated access and landscaping. Clifford Moor Road – Not supported
 - ii) Two storey & single storey rear extension; conversion of garage to habitable room; canopy to front. 4 High Street - supported
 - iii) Listed Building application to carry out alterations including replacement windows & doors. Aisling House, Albion Street. – under consideration
 - iv) Two storey rear extension. 12a Moor Avenue – under consideration
 - v) Demolition of outbuilding & construction of single storey rear extension. Bowcliffe House, 27 High Street – under consideration

Cllr Shaw reported that he had attended a planning meeting at Leeds City Council. By 1 July it is expected that no paper based information will be sent information will be supplied. Local enforcement Plans are to be introduced.

16/63 Financial Matters

- a) The following receipts had been received:
- | | |
|---------------------------------|-------------|
| i) Bond & Rent for Allotment 28 | £ 75.00 |
| ii) Precept 2016/17 | £ 22,000.00 |
| iii) LCTS Grant | £ 713.00 |
- b) To confirm the following payments to be made by cheque
- | | |
|---|------------|
| i) Clerk's salary & expenses | £ 364.97 |
| ii) HM Revenue & Customs (Tax on clerk's salary) | £ 91.20 |
| iii) P. Seed (reimburse for binding of Minutes) | £ 31.00 |
| iv) YLCA (Good Councillors Guide Minute 16/28 refers) | £ 23.60 |
| v) YLCA (accreditation for Award Scheme) | £ 50.00 |
| vi) Alyson Linnegar (NP consultancy) | £ 1,000.00 |
| vii) NALC (LCR magazine subscription) | £ 17.00 |
| viii) Hags-SMP (Playground repairs 959.20 VAT £191.64) | £ 1,151.04 |
| ix) Wharfe Valley Garden Maintenance (Grass cutting Village Hall & St Edwards Wood) | £ 175.00 |
| ix) CPRE (Membership 2016/17) | £ 36.00 |
- c) It was noted that a payment of £2,411.61 will be made by direct debit on 25 April 2016 to the Public Loans Board for part repayment of loan to re-roof the village hall.
- d) The Income & Expenditure Accounts and bank reconciliation to 31st March 2016 were received.

16/64 Asset Register

Cllr Fawcett proposed and Cllr Hill seconded that the updated Asset Register be agreed.

16/65 Commemoration of the Centenary of the Battle of the Somme

It was agreed that it would be appropriate to commemorate the centenary of the Battle of the Somme. Residents will be invited to place a single flower at the War Memorial and a short service will be held on Sunday 17th July at 11am.

16/66 Correspondence Update (other than that relating to specific agenda items)

- The Countryside Voice Magazine
- Open Spaces Magazine

16/67 Other reports/Notification of items for next/future meetings

- Noted that any reports/agenda items for the May meeting need to be with the clerk by Tuesday 10th May 2016

There being no further business, the Chairman declared the meeting closed at 8.20pm.

CLIFFORD PARISH COUNCIL INCOME & EXPENDITURE AGAINST BUDGET 2015/16

AS AT 31 MARCH 2016

				Budget		Actual			
				Revenue Income	Total Income	Income To Date	% To Date		
INCOME									
	Precept			21,000	21,000	21,000			
	LCPS Grant			783	783	783			
	Footpaths Grant			250	250	250			
	VAT Refund from 2014/15			1,700	1,700	1,687			
	Allotment Rents			800	800	825			
	Allotment Bonds					150			
	Interest			400	400	361			
	Charity Collections			500	500	488			
	Neighbourhood Plan Grant					2,500			Not in Budget
	Clifford Comm. Sports Ground					2,977			Not in Budget
	Miscellaneous			100	100	0			
Total Income			0	25,533	25,533	31,021	121%		
Earmarked Fund Balances (as at 01/04/2015)									
	Clifford in Bloom		998						
	Northways		11,032						
	Dev. Sporting Facilities		0						
	Play area		21,493						
	Parish Repairs & Improvements		12,173						
	Parish Celebrations		827						
	St Edwards Wood Greenspace		16,395						
	Allotment Fund		1,749						
	Neighbourhood Plan Grant		2,550						
	Allotment Bonds		850						
Total Earmarked Funds			68,067						
		Earmarked Funds		Budget		Actual			
EXPENDITURE		Transfer to Fund	Budgeted Expenditure from Fund	Revenue Expenditure	Total Budget Expend.	Expend. To Date	% To Date	Budget remaining	
Employees	Clerk's Salary			5,600	5,600	5,474	98%	126	
Running Costs	Office & expenses			280	280	317			
	Insurance (general)			481	481	600			
	Audit & bank fees			206	206	300			
	Seminars, training etc.			200	200	320			
	Subscriptions			606	606	1,051			
Total Running Costs				1,773	1,773	2,588	146%	-815	
Promotion & Publicity	Outlook Articles & Advert			401	401	389			
	Clifford Directory			381	381	350			
	Website			230	230	235			
Total Promotion & Publicity				1,012	1,012	974	96%	38	
Open Space Maintenance	Northways		500	1,000	1,500	503			
	Village Hall & Play area			990	990	1,490			
	Footpaths			575	575	235			
	St Edwards Wood Greenspace		1,435		1,435	373			
	Clifford Comm. Sports Ground					545			
	Litter collection			260	260	260			
Total Open Space Maintenance			1,935	2,825	4,760	3,406	72%	1,354	
Upkeep of Local Facilities	Allotments			500	500	286			
	Refund of Allotment Bonds					75			
	Play Area	650		1,500	1,500	9,546			
	Village Hall - Loan			5,019	5,019	4,922			
	Clifford Comm. Sports Ground			1,000	1,000	741			
	Clifford In Bloom		200		200	72			
	General Upkeep			100	100	0			
Total Upkeep of Local Facilities		650	200	8,119	8,319	15,642	188%	-7,323	
Community Grants	Support for Local Groups			1,000	1,000	0			
	Charitable Donations			500	500	483			
Total Community Grants				1,500	1,500	483	32%	1,017	
Neighbourhood Plan	Neighbourhood Plan		2,550	1,000	3,550	3,596	101%	-46	
Parish Celebrations	Remembrance Service			30	30	105			
	Christmas Service			125	125	107			
	Queen's Reign			1,000	1,000	0			
Total Parish Celebrations				1,155	1,155	212	18%	943	
VAT				1,300	1,300	2,778	214%		
TOTAL EXPENDITURE		650	4,685	24,284	29,619	35,154	119%	-5,535	

**INCOME & EXPENDITURE TRANSACTIONS
AS AT 31 MARCH 2016**

										BALANCES AT 31/03/15			Current	Santander
													24,402.36	26,693.12
RECEIPTS														
Bank state	Date	From whom	Min No.	Budget Heading	Amount Excl. VAT	VAT	Total	Current	Santander					
302	01/04/15	Leeds City Council (precept)	15/69 a(i)	BACS Precept	21000.00		21,000.00	21,000.00						
302	01/04/15	Leeds City Council (LCPS Grant))	15/69 a(ii)	BACS LCPS Grant	783.00		783.00	783.00						
N/A	01/04/15	Santander Business Bond Interest	15/92 a(i)	Interest	24.41		24.41							
305	28/05/15	VAT Refund 2014-15	15/92 a(ii)	BACS VAT Refund from 2014/15	1686.85		1,686.85	1,686.85						
306	01/06/15	Leeds City Council (Public Paths Partnership)	15/111 a(i)	BACS Footpaths Grant	250.00		250.00	250.00						
307	17/07/15	Cricknet Club Trustees Donation	15/126	100517 Clifford Comm. Sports Ground	2976.81		2,976.81	2,976.81						
308	11/08/15	Allotment 24 - Bond	15/152 a(ii)	Transfer Allotment Bonds	50.00		50.00	50.00						
N/A	01/10/15	Santander Business Bond Interest	15/204 a(i)	Interest	263.28		263.28							
311	13/11/15	Remembrance Sunday collection	15/190 a(ii)	100519 Charity Collections	331.04		331.04	331.04						
312	09/12/15	Groundwork UK (Neighbourhood Plan Grant)	15/190 a(iii)	Neighbourhood Plan Grant	2500.00		2,500.00	2,500.00						
312	30/12/15	Carol Service Collection	16/11 a(i)	Transfer Charity Collections	157.05		157.05	157.05						
313	21/01/16	Allotment 28 Bond	16/11 a(ii)	100521 Allotment Bonds	50.00		50.00	50.00						
315	07/03/16	Allotment Rent from CAHA	16/45 a(i)	100522 Allotment Rents	800.00		800.00	800.00						
315	21/03/16	Allotment Rent Allotment 28		100523 Allotment Rents	25.00		25.00	25.00						
315	21/03/16	Allotment 28 Bond		100523 Allotment Bonds	50.00		50.00	50.00						
N/A	31/03/16	Santander Savings Acc Interest		Interest	73.27		73.27							73.27
Running total					31020.71	0.00	31,020.71	30,659.75	73.27					
Management Report (Balancing Check)							31,020.71							
PAYMENTS														
Bank state	Date	Particulars	Min No.	Chq. No.	Budget Heading	Amount	V	Tc	Current	Santander				
304	15/04/15	Clerk's Salary	15/69 b(i)	1605	Clerk's Salary	364.97		364.97	364.97					
304	15/04/15	Coloured Paper	15/69 b(i)	1605	Office & expenses	9.40	1.88	11.28	11.28					
304	15/04/15	HMRC (tax on Clerk's Salary)	15/69 b(ii)	1607	Clerk's Salary	91.20		91.20	91.20					
304	15/04/15	YLCA Sub	15/69 b(iii)	1606	Subscriptions	390.00		390.00	390.00					
304	15/04/15	M. Dobbs (Playground repairs)	15/69 b(iv)	1608	Play Area	550.00		550.00	550.00					
304	15/04/15	P. Airey (wildflower seeds)	15/69 b(v)	1609	Clifford In Bloom	71.97		71.97	71.97					
304	15/04/15	T. Backhouse (Northways fence Minute 15/35)	15/69 b(vi)	1610	Northways	398.00	79.60	477.60	477.60					
304	15/04/15	Public Loan Works Board (Village Hall Roof)	15/69 (c)	DD	Village Hall - Loan	2477.19		2,477.19	2,477.19					
305	20/05/15	Clerk's Salary	15/92 b(i)	1611	Clerk's Salary	364.97		364.97	364.97					
305	20/05/15	HMRC (tax on Clerk's Salary)	15/92 b(ii)	1612	Clerk's Salary	91.20		91.20	91.20					
306	20/05/15	Backhouse Env. Services (Mole Treatment)	15/92 b(iii)	1613	Northways	75.00	15.00	90.00	90.00					
305	20/05/15	Sports Turf Services (Grasscutting)	15/92 b(iv)	1614	Village Hall & Play area	110.00	22.00	132.00	132.00					
305	20/05/15	Sports Turf Services (Grasscutting)	15/92 b(iv)	1614	Northways	120.00	24.00	144.00	144.00					
305	20/05/15	Sports Turf Services (Grasscutting)	15/92 b(iv)	1614	Clifford Comm. Sports Ground	140.00	28.00	168.00	168.00					
306	20/05/15	NALC (LCR Magazine)	15/92 b(v)	1616	Subscriptions	17.00		17.00	17.00					
305	20/05/15	N. Fawcett (Padlock & Chain)	15/92 b(vi)	1617	Clifford Comm. Sports Ground	38.69	7.74	46.43	46.43					
305	20/05/15	Best Print (Clifford Directory)	15/92 b(vii)	1618	Clifford Directory	350.00		350.00	350.00					
305	20/05/15	Came & Co. (Insurance)	15/92 b(viii)	1619	Insurance (general)	914.55		914.55	914.55					
306	20/05/15	CPRE (Membership)	15/92 b(ix)	1620	Subscriptions	36.00		36.00	36.00					
306	20/05/15	R. Davison (Neighbourhood Plan Expenses)	15/92 b(x)	1621	Neighbourhood Plan	28.00		28.00	28.00					
305	20/05/15	HartLaw (Bromet's Legal Expenses)	15/92 b(xi)	1622	Clifford Comm. Sports Ground	662.00	130.00	792.00	792.00					
306	17/06/15	Clerk's Salary	15/111 b(i)	1615	Clerk's Salary	364.97		364.97	364.97					
306	17/06/15	HMRC (tax on Clerk's Salary)	15/111 b(ii)	1623	Clerk's Salary	91.20		91.20	91.20					
306	17/06/15	Stamps	15/111 b(i)	1615	Office & expenses	13.70		13.70	13.70					
306	17/06/15	P. Walker (Litter Warden Honorarium)	15/111 b(iii)	1624	Litter collection	65.00		65.00	65.00					
306	17/06/15	Clifford Village Hall (Playground Insurance)	15/111 b(iv)	1626	Play Area	210.64		210.64	210.64					
306	17/06/15	Open Spaces Society Subscription	15/111 b(v)	1625	Subscriptions	45.00		45.00	45.00					
306	17/06/15	Alyson Linnegar (NP Drafting)	15/111 b(vi)	1627	Neighbourhood Plan	1000.00		1,000.00	1,000.00					
307	15/07/15	Clerk's Salary	15/129 b(i)	1628	Clerk's Salary	364.97		364.97	364.97					
307	15/07/15	HMRC (tax on Clerk's Salary)	15/129 b(ii)	1629	Clerk's Salary	91.20		91.20	91.20					
308	02/08/15	Fastsigns (Allotment signs)	15/152 b(iii)	1630	Allotments	30.86		30.86	30.86					
308	02/08/15	NSALG (Subscription)	15/152 b(iv)	1631	Allotments	82.60		82.60	82.60					
308	02/08/15	Yorkshire Water (Water Use)	15/152 b(v)	1632	Clifford Comm. Sports Ground	9.18		9.18	9.18					
308	25/08/15	Clerk's Salary	15/152 b(i)	1633	Clerk's Salary	364.97		364.97	364.97					
308	25/08/15	HMRC (tax on Clerk's Salary)	15/152 b(ii)	1634	Clerk's Salary	91.20		91.20	91.20					
308	25/08/15	Clerk (Laserjet cartridge)	15/152 b(i)	1633	Office & expenses	30.59	6.12	36.71	36.71					
309	25/08/15	Sports Turf Services (Grasscutting)	15/152 b(vi)	1635	Village Hall & Play area	385.00	77.00	462.00	462.00					
309	25/08/15	Sports Turf Services (Grasscutting)	15/152 b(vi)	1635	Northways	420.00	84.00	504.00	504.00					
309	25/08/15	Sports Turf Services (Grasscutting)	15/152 b(vi)	1635	Clifford Comm. Sports Ground	490.00	98.00	588.00	588.00					
308	25/08/15	Hart Law (Land Registry fee)	15/152 b(vii)	1636	Clifford Comm. Sports Ground	23.00		23.00	23.00					

309	16/09/15	Clerk's Salary	15/152 c(i)	1637 Clerk's Salary	364.77		364.77	364.77
309	16/09/15	HMRC (tax on Clerk's Salary)	15/152 c(ii)	1638 Clerk's Salary	91.40		91.40	91.40
309	16/09/15	Clerk (Presentation Vouchers)	15/152 c(i)	1637 Office & expenses	75.00		75.00	75.00
309	16/09/15	P. Walker (Litter Warden Honorarium)	15/152 c(iii)	1639 Litter collection	65.00		65.00	65.00
309	16/09/15	Sports Turf Services (Grasscutting)	15/152 c(iv)	1640 Village Hall & Play area	110.00	22.00	132.00	132.00
309	16/09/15	Sports Turf Services (Grasscutting)	15/152 c(v)	1640 Northw ays	120.00	24.00	144.00	144.00
309	16/09/15	Sports Turf Services (Grasscutting)	15/152 c(v)	1640 Clifford Comm. Sports Ground	140.00	28.00	168.00	168.00
309	16/09/15	Information Commissioner (Data Protection Registration)	15/152 c(v)	1641 Office & expenses	35.00		35.00	35.00
310	16/09/15	Clifford Allotment Holders Assoc. (Strimming)	15/152 c(vii)	1642 Allotments	80.00		80.00	80.00
309	16/09/15	PKF Littlejohn (External Audit)	15/152 c(vi)	1643 Audit & bank fees	300.00	60.00	360.00	360.00
310	21/09/15	YLCA (Training Courses)	15/171 a(x)	1644 Seminars, training etc.	320.00		320.00	320.00
310	21/10/15	Clerk's Salary	15/171 a(i)	1645 Clerk's Salary	364.97		364.97	364.97
310	21/10/15	HMRC (tax on Clerk's Salary)	15/171 a(ii)	1646 Clerk's Salary	91.20		91.20	91.20
310	21/10/15	Royal British Legion Poppy Appeal (Wreath)	15/171 a(iii)	1647 Remembrance Service	75.00		75.00	75.00
310	21/10/15	KJE Garden Services (Footpath strimming)	15/171 a(iv)	1648 Footpaths	220.00		220.00	220.00
310	21/10/15	Yorkshire Water (former Cricket Ground)	15/171 a(v)	1649 Clifford Comm. Sports Ground	8.23		8.23	8.23
310	21/10/15	Wharfe Valley Garden Maintenance (Grass Cutting)	15/171 a(vi)	1650 Northw ays	30.00		30.00	30.00
310	21/10/15	Wharfe Valley Garden Maintenance (Grass Cutting)	15/171 a(vi)	1650 Footpaths	15.00		15.00	15.00
310	21/10/15	Wharfe Valley Garden Maintenance (Grass Cutting)	15/171 a(vi)	1650 Village Hall & Play area	120.00		120.00	120.00
310	21/10/15	Alyson Linnegar (Neighbourhood Plan Drafting)	15/171 a(vii)	1651 Neighbourhood Plan	1000.00		1,000.00	1,000.00
310	21/10/15	Clifford Outlook (Advert & New s page)	15/171 a(viii)	1652 Outlook Articles & Advert	389.00		389.00	389.00
311	21/10/15	Sports Turf Services (Grasscutting)	15/171 a(x)	1653 Northw ays	120.00	24.00	144.00	144.00
311	21/10/15	Sports Turf Services (Grasscutting)	15/171 a(x)	1653 Clifford Comm. Sports Ground	140.00	28.00	168.00	168.00
311	21/10/15	Sports Turf Services (Grasscutting)	15/171 a(x)	1653 Village Hall & Play area	55.00	11.00	66.00	66.00
310	26/10/15	Public Works Loan Board (Village Hall Roof)	15/171 (b)	DD Village Hall - Loan	2444.40		2,444.40	2,444.40
310	26/10/15	Clifford AFC - Grass cutting	15/190 a(i)	100518 Northw ays	-540.00		(540.00)	(540.00)
310	26/10/15	Clifford AFC - Grass cutting	15/190 a(i)	100518 Clifford Comm. Sports Ground	-315.00		(315.00)	(315.00)
311	18/11/15	Clerk's Salary	15/190 b(i)	1654 Clerk's Salary	364.97		364.97	364.97
311	18/11/15	HMRC (tax on Clerk's Salary)	15/190 b(ii)	1655 Clerk's Salary	91.20		91.20	91.20
311	18/11/15	Sports Turf Services (Grasscutting)	15/190 b(iii)	1656 Northw ays	120.00	24.00	144.00	144.00
311	18/11/15	Sports Turf Services (Grasscutting)	15/190 b(iii)	1656 Clifford Comm. Sports Ground	140.00	28.00	168.00	168.00
311	18/11/15	T. Blackmore (reimburse NP expenses)	15/190 b(iv)	1657 Neighbourhood Plan	153.94	26.06	180.00	180.00
311	18/11/15	Help For Heroes (Remembrance Service Collection)	15/190 b(v)	1658 Charitable Donations	326.04		326.04	326.04
312	18/11/15	Best Print (NP Leaflets)	15/190 b(vi)	1659 Neighbourhood Plan	140.00		140.00	140.00
311	18/11/15	Wharfe Valley Garden Services (Grass cutting)	15/190 b(vii)	1660 Village Hall & Play area	240.00		240.00	240.00
311	19/11/15	NatWest (Safe custody charge)	15/204 g.	DD Office & expenses	25.00		25.00	25.00
311	30/11/15	Clifford AFC - Grass cutting	15/204 a(i)	100520 Northw ays	-360.00		(360.00)	(360.00)
311	30/11/15	Clifford AFC - Grass cutting	15/204 a(ii)	100520 Clifford Comm. Sports Ground	-210.00		(210.00)	(210.00)
311	30/11/15	Clifford AFC - Insurance for Changing Roomd	15/204 a(ii)	100520 Insurance (general)	-314.44		(314.44)	(314.44)
312	16/12/15	Clerk's Salary	15/204 b(i)	1661 Clerk's Salary	364.97		364.97	364.97
312	16/12/15	Stamps	15/204 b(i)	1661 Office & expenses	6.48		6.48	6.48
312	16/12/15	HMRC (tax on Clerk's Salary)	15/204 b(ii)	1665 Clerk's Salary	91.20		91.20	91.20
312	16/12/15	P. Walker (Litter Warden Honorarium)	15/204 b(iii)	1662 Litter collection	65.00		65.00	65.00
NA	16/12/15	Wharfe Valley Garden Maintenance (Grass Cutting)	15/204 b(iv)	1663 Village Hall & Play area	CHEQUE DESTROYED - REPLACED BY CHEQUE 1672			
NA	16/12/15	RSS Playmakers (Playground Flooring)	15/204 b(v)	1664 Play Area	CHEQUE STOPPED REPLACED BY CHEQUE 1668			
312	16/12/15	M. Smart (Mince pies for Carol Service)	15/204 b(vi)	1667 Christmas Service	27.00		27.00	27.00
313	16/12/15	Society of Local Council Clerks (subscription)	15/205	1666 Subscriptions	103.00		103.00	103.00
312	14/01/16	RSS Playmakers (Playground Flooring) REPLACE 1664	15/204 b(v)	1668 Play Area	8785.40	1,757.05	10,542.45	10,542.45
312	20/01/16	Clerk's Salary	16/11 b(i)	1669 Clerk's Salary	364.97		364.97	364.97
312	20/01/16	Clerk (Land Registry Searches)	16/11 b(i)	1669 Neighbourhood Plan	24.00		24.00	24.00
312	20/01/16	HMRC (tax on Clerk's Salary)	16/11 b(ii)	1670 Clerk's Salary	91.20		91.20	91.20
312	20/01/16	N. Faw cett (Reimburse for PA System)	16/11 b(iii)	1671 Remembrance Service	30.00		30.00	30.00
312	20/01/16	N. Faw cett (Reimburse for PA System)	16/11 b(iii)	1671 Christmas Service	30.00		30.00	30.00
312	20/01/16	Wharfe Valley Garden Maint. (Replace cheque 1660)	16/11 b(iv)	1672 Village Hall & Play area	120.00		120.00	120.00
312	20/01/16	G. Marston (Hedge & Trees at Playground)	16/11 b(v)	1673 Village Hall & Play area	350.00	70.00	420.00	420.00
314	20/01/16	Stockeld Park (Christmas Tree)	16/11 b(vi)	1674 Christmas Service	50.00	10.00	60.00	60.00
314	20/01/16	C. Allen (Web Site Hosting)	16/11 b(vii)	1675 Website	35.00		35.00	35.00
312	20/01/16	MacMillan Cancer Support (Carol Service Collection)	16/11 b(viii)	1676 Charitable Donations	157.05		157.05	157.05
312	20/01/16	A. Shaw (reimburse for allotment fencing15/114 refers)	16/11 b(ix)	1677 Allotments	92.67	18.53	111.20	111.20
312	20/01/16	RV Roger (Fruit trees Minute 15/95 refers)	16/11 b(x)	1678 St Edw ards Wood Greenspac	212.25	9.25	221.50	221.50
312	20/01/16	D. Bull (Allotment 28 Bond Refund)	16/11 b(xi)	1679 Refund of Allotment Bonds	25.00		25.00	25.00
314	17/02/16	Clerk's Salary	16/30 a(i)	1680 Clerk's Salary	364.97		364.97	364.97
314	17/02/16	Clerk's Expenses (A3 Paper & Stamps)	16/30 a(i)	1680 Office & expenses	17.73	2.25	19.98	19.98
314	17/02/16	HMRC (tax on Clerk's Salary)	16/30 a(ii)	1681 Clerk's Salary	91.20		91.20	91.20
314	17/02/16	Clerk (Reimburse for A3 Printer)	16/30 a(iii)	1680 Office & expenses	104.17	20.83	125.00	125.00
314	17/02/16	NALC (Registration for Quality Scheme Minute 15/38 refers)	16/30 a(iv)	1682 Subscriptions	50.00	10.00	60.00	60.00
314	17/02/16	Yorkshire Water (Clifford Community Sports Ground)	16/30 a(v)	1683 Clifford Comm. Sports Ground	20.38		20.38	20.38
314	17/02/16	Alyson Linnegar (Drafting Neighbourhood Plan)	16/30 a(vi)	1684 Neighbourhood Plan	1250.00		1,250.00	1,250.00
415	16/03/16	Clerk's Salary	16/45 b(i)	1685 Clerk's Salary	364.77		364.77	364.77
315	16/03/16	Clerk (reimburse for wild flow er seeds) Minute 16/14	16/45 b(ii)	1687 St Edw ards Wood Greenspac	160.84	32.17	193.01	193.01
315	16/03/16	HMRC (tax on Clerk's Salary)	16/45 b(iii)	1686 Clerk's Salary	91.40		91.40	91.40
315	16/03/16	P. Walker (Litter Warden Honorarium)	16/45 b(iv)	1688 Litter collection	65.00		65.00	65.00
315	16/03/16	C. Allen (Web site Maintenance)	16/45 b(v)	1689 Website	200.00		200.00	200.00
315	16/03/16	YLCA Subscription 2016-17	16/45 b(vi)	1690 Subscriptions	410.00		410.00	410.00
315	16/03/16	J. Clarke (Refund of Bond Allotment 28)	16/45 b(vii)	1691 Refund of Allotment Bonds	50.00		50.00	50.00
		TOTALS			32375.55	2,778.48	35154.03	35154.03
		Management Report (Balancing Check)					35153.55	0.00
							0.48	Current
NET BALANCES							19,908.08	Santander
								6 mth Bond
								12 mth Bon
								26,419.28
							Funds	73,093.75

FINANCIAL STATEMENT 2015/16 (UNAUDITED FIGURES, E. & O.E.)

Balance at 31st March 2015	77,227
Add total income	31,021
Total income	<u>108,248</u>
Deduct total expenditure	<u>35,154</u>
Balance at 31st March 2016	73,094

represented by:

Bank current account	19,908
Santander reserve account	26,766
Santander 12 month Bond	26,419
Total Cash	<u>73,094</u>
less uncleared cheques	
plus uncleared deposits	
	73,094

The balance includes the following amounts in earmarked funds

Clifford in Bloom	926
Northways field maintenance & development	10,529
Play area repairs & maintenance	15,947
Parish repairs & improvements	14,062
Allotment Fund	2,367
Parish Celebrations	827
St Edward's Wood Greenspace	16,022
Cliff. Comm. Sports Ground	2,236
Total of Earmarked Funds	62,916
General Development & Contingency Fund	9,303
Allotment bonds (Returned at end of tenancy)	875
	73,094

Public Works Loan Board

The outstanding principal on 31st March 2016 is £43,251
repayable by 2031 at 4.7% (fixed rate)

Date	Statement No:	Statement Date		
04/02/16	313	29/01/16		
Balance as per statement				22,433.79
Balance as per cashbook			22338.79	
Add				
Cheques not cleared at statement date:				
	1674	60.00		
	1675	35.00		
Total			95.00	
Cheques not cashed at statement date				
Total			0.00	
Balance				22,433.79

Date	Statement No:	Statement Date		
07/03/16	314	29/02/16		
Balance as per statement				20,407.26
Balance as per cashbook			20407.26	
Add				
Cheques not cleared at statement date:				
Total			0.00	
Cheques not cashed at statement date				
Total			0.00	
Balance				20,407.26

Date	Statement No:	Statement Date		
08/04/16	315	01/04/16		
Balance as per statement				19,908.08
Balance as per cashbook			19908.08	
Add				
Cheques not cleared at statement date:				
Total			0.00	
Cheques not cashed at statement date				
Total			0.00	
Balance				19,908.08



Current Account

Date	Details	Withdrawn	Paid in	Balance
31 Dec 2015	BROUGHT FORWARD			34,624.16
2016				
20 Jan	Credit No.100521 558111 ✓		50.00	34,674.16
21 Jan	Cheque 001666 ✓	103.00		34,571.16
22 Jan	Cheque 001668 ✓	10,542.45		24,028.71
25 Jan	Cheque 001669 ✓	388.97		
	Cheque 001670 ✓	91.20		
	Cheque 001677 ✓	111.20		23,437.34
27 Jan	Cheque 001673 ✓	420.00		
	Cheque 001678 ✓	221.50		
	Cheque 001679 ✓	25.00		22,770.84
28 Jan	Cheque 001671 ✓	60.00		
	Cheque 001676 ✓	157.05		22,553.79
29 Jan	Cheque 001672 ✓	120.00		22,433.79



Current Account

Date	Details	Withdrawn	Paid in	Balance
29 Jan 2016	BROUGHT FORWARD			22,433.79
4 Feb	Cheque 001674 ✓	60.00		22,373.79
10 Feb	Cheque 001675 ✓	35.00		22,338.79
22 Feb	Cheque 001681 ✓	91.20		22,247.59
24 Feb	Cheque 001680 ✓	509.95		
	Cheque 001683 ✓	20.38		21,717.26
26 Feb	Cheque 001684 ✓	1,250.00		20,467.26
29 Feb	Cheque 001682 ✓	60.00		20,407.26



Current Account

Date	Details	Withdrawn	Paid in	Balance
2 Mar 2016	BROUGHT FORWARD			20,407.26
7 Mar	Credit No.100522 558111 ✓		800.00	21,207.26
21 Mar	Credit No.100523 558111 ✓		75.00	
	Cheque 001686 ✓	91.40		
	Cheque 001689 ✓	200.00		20,990.86
22 Mar	Cheque 001685 ✓	364.77		
	Cheque 001687 ✓	193.01		20,433.08
23 Mar	Cheque 001688 ✓	65.00		
	Cheque 001691 ✓	50.00		20,318.08
24 Mar	Cheque 001690 ✓	410.00		19,908.08
1 Apr	Automated Credit LEEDS CITY COUNCIL CL7040		22,713.00	42,621.08

CLIFFORD PARISH

18 APR 2016

RECEIVED

CLIFFORD PARISH COUNCIL - ASSET REGISTER

APRIL 2016

Description	Value £	Value £ for insurance (replacement value)
Laser printer	£ 216	£ 250
A3 Inkjet Printer	£ 125	£ 125
Filing Cabinets	£ 180	£ 200
Christmas tree star	£ 75	£ 80
Formal benches	£ 1,400	£ 1,500
3 rustic benches	£ 348	£ 391
Interpretation board	£ 4,000	£ 4,655
Litter bins (7)	£ 2,450	£ 2,500
Village Name Signs	£ 3,300	£ 3,399
War Memorial	Nil	£ 33,280
Strimmer	£ 280	£ 521
	£ 12,374	£ 46,900

Other Assets (no re-sale value or are for community benefit and could not be sold)

Allotments	Nil	7,242 sq. metres
Northways field (held on 99 year peppercorn rent lease from Leeds City Council commenced 2006)	Nil	16,613 sq. metres
Northways Changing Rooms (leased to Clifford AFC for 25 years commenced 2010)	Nil	
St Edward's Wood Greenspace (held on 99 year peppercorn rent lease from Leeds City Council commenced 2013)	Nil	4,607 sq. metres
Clifford Community Sports Ground (owned by Council)	Nil	15,661 sq. metres
Clifford Community Sports Ground Changing Room (owned by Council)	Nil	

Insurance Categories	Insured Value
General Contents	1,336
Machinery	520
Street Furniture	11,690
War Memorial	33,280
Clifford Comm. Sports Ground Building	100,000
Northways Football Pavilion (reimbursed by Clifford AFC)	160,000
Total Insured	306,826