



## Aintree Village Parish Council

Minutes of Parish Council meeting

held on

**Monday 16<sup>th</sup> March 2020**

Present	Cllrs. Carter (Chairman), Wykes, Preston, Moore, Honeyman, Kelly, Bennett, Gill, Colbert and Toner	
In attendance	M. Kundi (Council Manager & Parish Clerk), K. Ellis (RFO), D Regan, J Woodward, Mrs. Kenny, and Mrs. A McLanghlin (Wango Lane Action Group)	
7030	Apologies for absence	Cllrs. Harris and Owens
7031	Declaration of interest	Cllr. Gill in relation to agenda item 7035 (Community Event 2020)
7032	Public participation	<p>Members of the Wango Lane Action Group in relation to the Housing Development mentioned that they had a meeting with Ward Councillors Atkinson and Murphy regarding traffic problems caused as a result of site contractor's vehicles. Reference was made to the fact these vehicles are parked in potentially dangerous locations on the road and grass verges. In addition the contractor appears to be using his HGVs during the restricted times, which is leading to potential conflict with school children's starting and finishing times.</p> <p>The Group members indicated that Cllr. Atkinson has written to Health and Safety Executive Agency at Bootle and also contacted Sefton Council's Planning Department regarding these potentially dangerous traffic matters and the infringement of planning conditions.</p> <p>J Woodward from the Group stated that the safety fencing erected around the housing construction site is not fully secure, and therefore potentially dangerous. He also stated that the archaeological survey should have been carried prior to any work starting on site, and he is of the view that the survey recently undertaken has not been properly conducted.</p> <p>Cllr. Bennett stated that unfortunately the Parish Council has very limited powers to address the issues raised and that the best course of action would be for the Group to monitor and record what is happening in relation to the development site and report it to either the Health and Safety Executive Agency or Sefton Council. Cllr. Bennett also made reference to F10 document which details all the activities undertaken on site and the organisations involved and should things go wrong then the Health and Safety Executive Agency is able to trace the source</p>

		<p>and cause of any problem and where appropriate take enforcement actions.</p> <p>Cllr. Preston mentioned that J Woodward met with Ward Cllr. Carr who then went on to see the Chief Planning Officer at Sefton Council. Unfortunately he does not know the outcome of that meeting as Ward Cllr. Carr has not yet come back to him.</p> <p>In response to Cllr. Colbert's statement that the Group should have a meeting directly with the Chief Planning Officer, the Group asked if the Parish Council would be willing to facilitate such as a meeting, subject to the Group providing a list of questions that they want the Chief Planning Officer to respond to.</p>
7033	<p>Minutes of Council and Committee meetings</p> <p>Contract for Weekend Work (PAC0165)</p>	<p><b>1. Parish Council</b> – Members considered the minutes of the Parish Council meeting held on 16<sup>th</sup> March 2020 and <b>RESOLVED</b> and authorised the Chairman to sign them as a correct record.</p> <p><b>2. Park and Amenities Committee</b> - meeting held on 3<sup>rd</sup> February 2020 – Members noted the approved delegated matters and <b>AGREED</b> the following recommendations:-</p> <ul style="list-style-type: none"> <li>• That Sue Harrison of Park Café be engaged as a company to undertake weekend work as per the attached Contract in Annex A to the said report at a cost of £10.00 per hour for an initial period of 12 months and then subject to satisfactory performance for a further 12 months.</li> </ul> <p><b>3. Finance and General Purposes Committee</b> meeting held on 17<sup>th</sup> February 2020 – Members noted the approved delegated matters.</p>
7034	Matters arising from the Action List	Cllr. Gill agreed to facilitate the purchase of Civic Awards' Board (7011)
7035	<p>Clerk's Reports</p> <p>Community Event 2020</p>	<p>1). Members considered the report on the proposed Community Event 2020 and:-</p> <p>a) <b>AGREED</b> that the proposed Event be permitted to be held in the Park on Saturday 11<sup>th</sup> July 2020, subject to no contradictory advice from Central Government regarding Coronavirus and</p> <p>b) The Chairs of Parish Council, Finance &amp; General Purposes Committee and Park &amp; Amenities Committee be <b>AUTHORISED</b> to approve where required those issues listed in Table 1 of this report to facilitate the delivery of the Event on the ground, and that</p> <p>c) The Council Manager and Parish Clerk, in conjunction with the Chair of the Parish Council be <b>AUTHORISED</b> to spend up to</p>

	<p>Purchase of Wood Chipper</p> <p>Safety Schemes</p> <p>Community Gardens and Orchard Scheme</p>	<p>£1,000.00 (Cost Code COM-01) to purchase any items, equipment or services that may be required to deliver the Community 2020 Event.</p> <p>2). Members considered the report on the purchase of Park Related equipment and <b>APPROVED</b> the purchase of the FOREST MASTER 6.5HP wood chipper as shown in Annex A of the report at a cost of £849.00 inclusive of VAT and delivery, and to retain the existing one for light work</p> <p>3). Members considered the report on the implementation of Phases 1 and 2 of Safety Schemes and <b>AGREED</b>:-</p> <ul style="list-style-type: none"> <li>• To accrue a sum of £16,360 plus VAT to facilitate the implementation of Phase 1 of the safety scheme, and</li> <li>• That subject to underspend this financial year, as outlined in this report, the Chair of Park and Amenities Committee and the Council Manager and Parish Clerk be authorised to negotiate with Environlawn Ltd for the implementation of Phase 2 of the safety scheme, including the Net Climber component at a cost of £5,935 plus VAT</li> </ul> <p>4). Members considered the report on the implementation of the Community Gardens and Orchard scheme, and:-</p> <ul style="list-style-type: none"> <li>• <b>THANKED</b> Cllr. Kelly for all his help in facilitating the project, and endorsed his decision to lead on the project in terms of facilitating the involvement of different sections of the local community and ensuring that the Community Gardens and Orchard project is well managed and maintained into the future,</li> <li>• <b>AGREED</b> that one of the raised Garden Bed should be located near the entrance to the main gate to provide a higher visibility impact and that it should contain appropriate flowers,</li> <li>• <b>AGREED</b> that five raised Garden beds should be erected, and be shared where possible, with the two primary schools, surgery, Churches and the local community groups,</li> <li>• <b>AGREED</b> to reimburse Cllr. Kelly for the purchase of nine fruit trees at a cost of £89.91, and</li> <li>• <b>AUTHORISED</b> the Council Manager and Parish Clerk, in conjunction with the Chair of the Park &amp; Amenities Committee to procure all necessary goods, equipment and services for the Orchard and raised Garden beds, including any additional fruit trees, plants/flowers/seeds up to the value of £2,000.00 (Cost Code PRM-03)</li> </ul>
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	Agenda Items	<p>5). Members considered a <b>CONFIDENTIAL</b> report on Agenda items submitted by Cllr. Harris and:-</p> <p>a) <b>ENDORSED</b> the actions taken by the Council Manager and Parish Clerk,</p> <p>b) <b>REAFFIRMED</b> and acknowledge that both the Council Manager and Parish Clerk and the RFO do not take instructions from individual Councillors,</p> <p>c) <b>AGREED</b> not to employ an additional member of staff to deal with issues and queries raised by Cllr. Harris,</p> <p>d) <b>AGREED</b> that the Chair of the Parish Council and the Council Manager and Parish Clerk seek the views of the Monitoring Officer in relation to the issues raised in the report, and</p> <p>e) <b>REQUESTED</b> the Council Manager and Parish Clerk to explore the options of strengthening the Standing Orders in relations to the issues raised in the report.</p>
7036	Chairman's Reports	None
7037	Financial Reports	<p>Members considered the various financial reports and:-</p> <p>1. Resolved to <b>APPROVE</b> the Monthly Budget Monitoring report (attached as Annex 7037(A)),</p> <p>2. Resolved to <b>APPROVE</b> the Payments for Authorisation schedule for the period 18<sup>th</sup> February to 16<sup>th</sup> March 2020 (attached as Annex 7037(B))</p> <p>3. Resolved to <b>APPROVE</b> the updated amended Payments schedule for the period 21<sup>st</sup> January to 17<sup>th</sup> February 2020 (attached as Annex 7037(C))</p> <p>4. Resolved to <b>APPROVE</b> the Bank Reconciliation schedule (attached as Annex 7037(D)),</p> <p>5. Members considered the report of the Internal Auditor on 'the two years' of the Chairman's expenses and the financial regulations made to Parish Councillors and staff, and Members <b>NOTED</b> the report 'in respect of the internal audit review; i.e. there are no findings to report'. However Members <b>REQUESTED</b> the Council Manager and Parish Clerk to develop a comprehensive policy on Allowances, Expenses and Reimbursement.</p> <p>6. The RFO indicated that she was still having problems with the Unity Bank, and consequently the Unity Bank account is currently not accessible online.</p>

7038	Correspondence  Aintree Races  LALC Constitution  Lee Haugh Junior Football Team	<p><b>Aintree Festival 2020</b> – Members <b>NOTED</b> the email from Sefton Council advising of the date of the Event and the outstanding agreement to use the Park in the event of an emergency evacuation of the racecourse.</p> <p><b>LALC (Amended Constitution)</b> – Members <b>NOTED</b> the changes made to the LALC constitution at its recent AGM meeting.</p> <p><b>3. Lee Haugh</b> – Members <b>AGREED</b> to the request from Lee Haugh for the Netherton Junior Team to use the Park to train on Tuesday (18.00 – 19.00) and Wednesday (18.00 -19.00), but requested dates as to when the Park will be used.</p>		
7039	Planning Matters	Members <b>NOTED</b> the list of pending Planning applications and those recently approved by Sefton Council		
7040	Park Gates Opening and Closing Contract	Cllrs. Bennett stated that there have been number of complaints about the irregular opening and closing times of Park gates by the existing contractor SeftonArc. He indicated that there was a local company who undertakes similar work for Doctor's surgery, local shops and pensioners' homes. He also indicated that there may be a cost saving if this particular company was engaged by the Parish Council. Cllr. Bennett agreed to provide contact details and for the Council Manager and Parish Clerk to investigate and report back to the Parish Council.		
7041	Dog Poo Incident	Cllr. Honeyman stated that there was an incident in the Park whereby a dog walker failed to pick up after the dog. This incident was recorded on CCTV cameras and the culprit identified. The Park Officer intends to approach the said offender and inform them accordingly. In future such evidence can be made available to PSPO Officers to take legal action.		
7042	Aintree Village Parish Council Flag	Cllr. Honeyman indicated that the current Aintree Village Parish Council flag is worn out and needs to be replaced with a new one. Members <b>AGREED</b> to refer the matter to the Park and Amenities Committee.		
7043	VE Day	In Cllr. Harris's absence the Council Manager and Parish Clerk informed the Parish Council that he has already instructed the Park Officer to ensure that the Union Flag is raised on Friday 8 <sup>th</sup> May 2020.		
7044	Dates of next meetings	<b>Parish Council</b> <ul style="list-style-type: none"> <li>• 11<sup>th</sup> May 2020 (Annual Parish meeting)</li> <li>• 18<sup>th</sup> May 2020 (Annual Parish Council meeting)</li> </ul>	<b>F &amp; GP Committee</b> <ul style="list-style-type: none"> <li>• 20<sup>th</sup> April 2020</li> </ul>	<b>P &amp; A Committee</b> <ul style="list-style-type: none"> <li>• 6<sup>th</sup> April 2020</li> </ul>

The meeting closed at 9.56pm  
Minutes 7030 to 7044 received as a correct record on 23<sup>rd</sup> March 2020

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Chairman  
Cllr. Carter

<b>Budget Monitoring Report - April 2019 - 2020</b>								
Payments	-	Budget	April-Dec	January	February	March	Spend to date	Balance to date
<b>PARK REFURBISHMENTS {PRM-01 to PRM-10}</b>		£13,000.00	£1,134.13	£0.00	£0.00	£5,212.39	£6,346.52	£6,653.48
<b>PAYROLL {PRL-01 to PRL-06}</b>		£44,000.00	£46,012.17	£5,070.42	£5,070.42	£5,070.42	£61,223.43	-£17,223.43
<b>PARK EXPENSES</b>								
Skip hire/Waste Collection (Sefton Council) <b>{PEX-01}</b>		£1,400.00	£0.00	£0.00	£0.00	£1,400.00	£1,400.00	£0.00
Sefton Council-Park open/close <b>{PEX-02}</b>		£5,480.00	£4,599.00	£511.00	£511.00	£511.00	£6,132.00	-£652.00
Maghull TC- Grounds maintenance <b>{PEX-03}</b>		£20,000.00	£14,300.00	£1,330.00	£1,330.00	£1,330.00	£18,290.00	£1,710.00
Sefton Council-Alarm maintenance <b>{PEX-04 to PEX-06}</b>		£1,119.00	£1,081.83	£0.00	£0.00	£147.00	£1,228.83	-£109.83
Health/Safety <b>{PEX-07 to PEX-09}</b>		£946.00	£1,392.50	£110.00	£110.00	£110.00	£1,722.50	-£776.50
Maintenance-Play Equipment <b>{PEX-10}</b>		£12,000.00	£1,524.72	£0.00	£0.00	£0.00	£1,524.72	£10,475.28
Maintenance-Buildings <b>{PEX-14 to PEX-18}</b>		£14,160.00	£3,430.29	£0.00	£0.00	£3,000.00	£6,430.29	£7,729.71
Grounds maintenance (Community Participation Garden) <b>{PEX-11 to PEX-13}</b>		£1,000.00	£0.00	£0.00	£0.00	£500.00	£500.00	£500.00
<b>Total</b>		£56,105.00	£27,162.47	£1,951.00	£1,951.00	£6,998.00	£38,062.47	£18,042.53
<b>SUNDRY EXPENSES</b>								
Postage/Stationery/Printing/Computer costs <b>{Sun-01 to SUN-02}</b>		£2,775.00	£1,694.19	£0.00	£0.00	£0.00	£1,694.19	£1,080.81
Refreshments/Cleaning Materials <b>{SUN-03}</b>		£150.00	£6.00	£0.00	£0.00	£100.00	£106.00	£44.00
I T Commission (Data Protection/Website) <b>{SUN-04 and SUN-17 to SUN-18}</b>		£2,200.00	£173.40	£0.00	£0.00	£380.00	£553.40	£1,646.60
Audit fees <b>{SUN-05 to SUN-06}</b>		£925.00	£480.00	£0.00	£0.00	£0.00	£480.00	£445.00

Subscriptions {SUN-07 to SUN-12}		£1,224.00	£36.00	£0.00	£0.00	£0.00	£36.00	£1,188.00
Training/others {SUN-13 and SUN-19}		£1,150.00	£951.38	£0.00	£0.00	£1,000.00	£1,951.38	-£801.38
Advance on Chairman's Expenses {SUN-14}		£300.00	£0.00	£0.00	£0.00	£0.00	£0.00	£300.00
Others staff costs {SUN-15}		£1,000.00	£0.00	£0.00	£0.00	£1,000.00	£1,000.00	£0.00
Advertising/Newsletter/SUNDRY (Christmas Decorations) {SUN-16} +{COM-01 to COM-03}		£2,700.00	£0.00	£0.00	£0.00	£2,100.00	£2,100.00	£600.00
<b>Total + COM-04</b>		£12,424.00	£3,340.97	£0.00	£0.00	£5,594.00	£8,934.97	£3,489.03
<b>LOAN REPAYMENTS</b>		£14,200.00	£14,198.52	£0.00	£0.00	£0.00	£14,198.52	£1.48
<b>UTILITIES</b>								
Gas {UTI-01}		£540.00	£339.48	£46.11	£46.11	£46.11	£477.81	£62.19
Electric {UTI-02}		£1,500.00	£746.25	£37.03	£37.03	£37.03	£857.34	£642.66
Water {UTI-03}		£1,900.00	£904.39	£0.00	£904.39	£0.00	£1,808.78	£91.22
Telephone {UTI-04}		£680.00	£517.50	£40.61	£40.61	£40.61	£639.33	£40.67
Others s {UTI-05}		£250.00	£0.00	£0.00	£0.00	£0.00	£0.00	£250.00
<b>Total</b>		£4,870.00	£2,507.62	£123.75	£1,028.14	£123.75	£3,783.26	£1,086.74
<b>INSURANCE</b>		£4,000.00	£0.00	£3,571.63	£0.00	£0.00	£3,571.63	£428.37
<b>SECTION 137 GRANTS</b>		£2,500.00	£0.00	£0.00	£0.00	£0.00	£0.00	£2,500.00
<b>ELECTION COSTS</b>		£3,000.00	£0.00	£0.00	£0.00	£0.00	£0.00	£3,000.00
<b>BANK CHARGES</b>		£250.00	£194.43	£0.00	£0.00	£0.00	£194.43	£55.57
<b>MILEAGE</b>		£1,500.00	£540.20	£0.00	£0.00	£0.00	£540.20	£959.80
<b>PROFESSIONAL FEES</b>		£1,000.00	£0.00	£0.00	£0.00	£0.00	£0.00	£1,000.00
<b>CONTINGENCY</b>		£17,000.00	£0.00	£0.00	£0.00	£0.00	£0.00	£554.00
<b>VAT PAID</b>		£10,000.00	£5,156.47	£0.00	£0.00	£0.00	£5,156.47	£4,843.53
	<b>TOTAL</b>	£183,849.00	£100,246.98	£10,716.80	£8,049.56	£22,998.56	£142,011.90	£25,391.10

Receipts		Budget	April-Dec	January	February	March	Spend to date	Balance to date
PRECEPT		£114,100.00	£85,575.00	£0.00	£0.00	£0.00	£85,575.00	-£85,575.00
BOWLS		£420.00	£256.74	£0.00	£0.00	£0.00	£256.74	-£256.74
FOOTBALL		£400.00	£200.01	£0.00	£0.00	£0.00	£200.01	-£200.01
BANK INTEREST (Deposit acc)		£30.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
SUNDRY		£250.00	£9,872.65	£0.00	£0.00	£0.00	£9,872.65	-£9,872.65
VAT COLLECTED		£35.00	£150.00	£0.00	£0.00	£0.00	£150.00	-£150.00
VAT - HMRC		£10,000.00	£4,480.55	£0.00	£0.00	£0.00	£4,480.55	-£4,480.55
		£125,235.00	£100,534.95	£0.00	£0.00	£0.00	£100,534.95	£100,534.95



**PAYMENTS FOR AUTHORISATION-MARCH 2020**  
Period Covered 18 February to 16 March 2020

<b>Accounts payable – 16 March 2020</b>					
<b>For information only - Contractual/Statutory payments (FIXED)</b>					
<b>Method of payment</b>	<b>Payee</b>	<b>Details relating to payment</b>	<b>Amount £</b>	<b>Statutory Provision</b>	<b>Any comments</b>
1.Direct Debit	Public Works Loan Board	Half yearly loan repayment	7,099.26	LGA 1972s111	LRP-01
2.Bacs	Greener Grounds Ltd	Monthly services as part of contract Invoice 1784	1,596.00	LGA 1972s111	PEX-03
3.Direct Debit	EDF Energy	Monthly payment plan- Changing Rooms/Bowls Pavilion and Playing Fields	61.00	LGA 1972s111	UTI-02
4.Direct Debit	Sefton Council	Monthly payment as part of contract to open/close park gates	766.50	LGA 1972s111	PEX-16
		<b>Total</b>	<b>9,522.76</b>		
<b>For information only - Contractual/Statutory payments (VARIABLE) 04</b>					
5. Bacs	HMRC	Tax/Ni February 2020	1,718.90	LGA 1972s111	PRL-00
6.Direct Debit	B & C E Pensions	February 2020 Pension charge	325.47	LGA 1972s111	PRL-00
7.BACS	Natwest Autopay	Monthly Payroll 06 February 2020	3,395.36	LGA 1972s111	PRL-00
		<b>Total</b>	<b>£5,439.73</b>		
<b>Invoices for payment (VARIABLE)</b>					

8.BACS	Jenkinsons	Programme toner ,cleaner/ £171.66 rubber bands £10.95/lnk cartridges £26.90	246.03	LGA 1972s111	SUN-01
9.BACS	K Ellis	Talk Talk invoice	39.54	LGA 1972s111	UTI-04
10.BACS	Sefton Council	CCTV	6,000.00	LGA 1972s111	PEX-04
11.BACS	Spaldings	Chipping hammer £7.50/Liner,Brushes/Tygris weld splatter spray £153.06	160.56	LGA 1972s111	PEX-10
12.BACS	Clerks and Councils Direct(Communicorp)	Annual subscription	12.00	LGA 1972s111	SUN-10
13.BACS	M Kundi	Mileage and expenses on behalf of AVPV January and February 2020	92.32	LGA 1972s111	MIL-01/SUN- 01/UTI-04
14.Chq 6374	N Kelly	Fruit trees x 6	89.91	LGA 1972s111	PRM-03
15.Direct Debit	Natwest	Bank charges-February 2020	71.70	LGA 1972s111	BNK-01
16.Direct Debit	Natwest	Autopay charges (bacs payments)	20.95	LGA 1972s111	BNK-01
17.BACS	D Hinton	Mileage January and February 2020	4.50	LGA 1972s111	MIL-04
		<b>Total</b>	<b>£6,737.51</b>		
<b>For information only - Contractual/Statutory payments (FIXED)</b>			£9,522.76		
<b>For information only -Contractual/Statutory payments (VARIABLE)</b>			£5,439.73		
<b>Invoices for payment (VARIABLE)</b>			£6,737.51		
<b>Total for 16 March 2020</b>			<b>£21,700.00</b>		

**AMENDED PAYMENTS FOR AUTHORISATION-FEBRUARY 2020**

Period Covered 21 January to 17 February 2020

<b>Accounts payable – 17 February 2020</b>					
<b>For information only - Contractual/Statutory payments (FIXED)</b>					
<b>Method of payment</b>	<b>Payee</b>	<b>Details relating to payment</b>	<b>Amount £</b>	<b>Statutory Provision</b>	<b>Any comments</b>
1.Direct Debit	Talk Talk Business	Line rental and Broadband January 2020 Paid by K Ellis	0.00	LGA 1972s111	UTI-04
2.Bacs	Greener Grounds Ltd	Monthly services as part of contract Invoice 1768	1,596.00	LGA 1972s111	PEX-03
3.Direct Debit	EDF Energy	Monthly payment plan- Changing Rooms	61.00	LGA 1972s111	UTI-02
4.Direct Debit	EDF Energy	Monthly payment plan-Bowls Pavilion	15.00	LGA 1972s111	UTI-02
5.Direct Debit	EDF Energy	Monthly payment plan-Playing Field	23.00	LGA 1972s111	UTI-02
6.Standing Order	Sefton Council	Contractual payment to open/close the park	766.50	LGA 1972s111	PEX-02
7.Bacs	WCS	Contract for water treatment	72.00	LGA 1972s111	PEX-16
<b>Total</b>			<b>£2,533.50</b>		

## For information only - Contractual/Statutory payments (VARIABLE) 04

8. Bacs	HMRC	Tax/Ni February 2020	1,419.66	LGA 1972s111	PRL-00
9. Direct Debit	B & C E Pensions	February 2020 Pension charge	325.47	LGA 1972s111	PRL-00
10. BACS	Natwest Autopay	Monthly Payroll 06 February 2020	3,453.67	LGA 1972s111	PRL-00
		<b>Total</b>	<b>£5,198.80</b>		
	<b>Invoices for payment (VARIABLE)</b>				
11. Bacs Paid 31.01.20	Darren Hinton	Keys £21.00/Fuel £18.56/Welding Equipment £122.45	162.01	LGA 1972s111	PEX-12
12. Bacs	K Ellis	Stationery for park office	37.20	LGA 1972s111	SUN-01
13. Bacs	Collette Price	Internal audit January 2020	116.67	LGA 1972s111	SUN-06
14. BACS	British Gas	Estimated reading for gas used(reading now given)	40.37	LGA 1972s111	UTI-01
15. Direct Debit	Hive Telecom	To be refunded	6.02	LGA 1972s111	UTI-04
16. BACS	Jenkinsons Ltd	Ink cartridges/Various items of stationery	105.92	LGA 1972s111	SUN-01
17. Direct Debit	Natwest	Bank charges-February 2020	45.00	LGA 1972s111	BNK-01
18. BACS	BCT	Bobby Coleraine Trust-Slow Down For Bobby	350.00	LGA 1972s111	SEC-01

19.Direct Debit	Natwest	Autopay charges-February 2020	20.95	LGA 1972s111	BNK-01
20.BACS	Mr Mrs Murphy	Banners for Park	36.00	LGA 1972s111	PEX-18
		<b>Total</b>	<b>£920.14</b>		
<b>For information only - Contractual/Statutory payments (FIXED)</b>			£2,533.50		
<b>For information only -Contractual/Statutory payments (VARIABLE)</b>			£5,198.80		
<b>Invoices for payment (VARIABLE)</b>			£920.14		
<b>Total for 17 February 2020</b>			<b>£8,652.44</b>		

**Bank Reconciliation**  
**Period Covered 29 February 2020**

<b><u>CURRENT ACCOUNT - Bank reconciliation – as at 29 February 2020</u></b>				
	<b>Cheque No.</b>	<b>£ (-)</b>	<b>£ (+)</b>	<b>£ Balance</b>
<b>Balance brought forward 31 January 2020</b>				<b>-1,919.41</b>
Add receipts			1,956.34	<b>36.93</b>
Transfer To Reserve Account		0		
Transfer From Reserve Account			30000.00	<b>30,036.93</b>
Payments		-8,862.44		<b>21,384.49</b>
<b>Balance Carried Forward</b>				<b>21,384.49</b>
Add unpresented payments written back 6365 £6.75 6373 SDFB £350			356.75	<b>21,741.24</b>
Balance agreed to statement (838) 29 February 2020				<b>21,741.24</b>
<b><u>RESERVE ACCOUNT - Bank reconciliation – as at 29 February 2020</u></b>				
<b>Balance brought Forward</b>				<b>122,833.45</b>

Add Interest received			20.87	<b>122,854.32</b>
Transfer To Current Account		-30000.00		
Transfer From Current Account			0.00	
<b>Balance Carried Forward</b>				<b>92,854.32</b>
<b>SUMMARY OF BALANCES AS AT 29 February 2020</b>				
<b>Current Account</b> (after deducting unpresented cheques)				<b>21,741.24</b>
<b>Reserve Account</b> (after deducting cheque to Unity Bank £20,000.00)				<b>92,854.32</b>
<b>Unity Bank Account</b>				<b>20,000.00</b>
<b><u>Total cash available (29 February 2020)</u></b>				<b><u>134,595.56</u></b>