

Date of Meeting:	4 th March 2021	Time:	7:30 pm
Location of Meeting:			
Present:	Cllr. John Vassalli, Cllr. N. Myers, Cllr. R. Leighton, Cllr. J. Day, Cllr. N. Smith, Cllr. J. Johnstone		
In Attendance:	Tammy Weeks (Clerk), Cllr. A. Bown, , Cllr. M. Caswell, Cllr. R. Lilley, Cllr. G. Slocombe		
Apologies:			

Ref:	Topic of Discussion
55-20/21	Public Question Time
	<p>No members of the public present.</p> <p>Cllr. Caswell stated that for County Councillors there will be no elections until 2022, so Cllr. Caswell and Cllr. Bown will be with us for another year. As a result of the move to unitary authority, all district and county councillors will disappear in 2022. There will then be an election for unitary authority councillors.</p> <p>Cllr. Caswell reported that Cllr. Bolt had been in touch re the change of speed limit at Skimmerton Lane, discussed at our January meeting. Cllr. Caswell said he needs an instruction from Durleigh Parish Council, map references would be good. Cllr. Smith asked whether we need evidence of speeding, but Cllr. Caswell stated that Skimmerton Lane is already noted as an accident blackspot and feels that the parish, district and county councillors can work together as a united team to move the speed limit back to Cherry Acres.</p> <p>Action: Chair to send instruction to Cllr. Bown & Cllr. Caswell, as well as Katherine Tyson.</p> <p>Cllr. Bown stated that she will send information and updates received from the County Council by email, rather than go into detail in the meeting. This will include the One Somerset Consultation info which will be useful to respond to the consultation. Clerk to forward once received.</p>
56-20/21	Declarations of Interest
	No Declarations of Interest were declared.
57-20/21	Minutes of Last Meeting
	<p>Cllr. Johnstone asked for her name spelling to be corrected, as well as the location of the accident.</p> <p>Otherwise, the minutes were approved as a true and accurate record of the meeting.</p> <p>All agreed.</p>
58-20/21	Matters Arising
RTL2 Funds	<p>The Clerk explained that we had been contacted about the RTL2 Funds Of £1,546 available to Durleigh, which we cannot use as we do not have a playground. We have been asked whether we would like to transfer this money to the Quantock Wards, for use at Holford Road & Danesborough Road playgrounds.</p> <p>Cllr. Slocombe said that we could hold onto money until Persimmon have built new development, but could be well used in Holford Road which needs attention, especially the trampoline which is unsafe but well loved by the children.</p> <p>Proposed by Cllr. Johnstone, to let them use it for Holford Road playground work. Seconded by Cllr. Myers. All in Agreement to give permission to transfer the funds to Holford Road playground.</p> <p>Action: Clerk to respond confirming the above.</p>

59-20/21	Chairman's Comments																								
	<p>The Chairman confirmed the rules of the meeting; hands up to request to speak, no interrupting, calling out etc.</p> <p>The Chairman thanked everyone for their continual attendance of the meetings in these difficult times.</p> <p>The Chair then made a statement; he has been a Councillor since 2007 and Chair since 2009. But will be stepping down from the role of Chair at the Annual meeting and he will not be seeking re-election beyond that point. He will still be a councillor and is happy to join sub committees and offer help to the new Chair.</p>																								
60-20/21	Financial Matters																								
<p>8.1</p> <p>8.2</p> <p>8.3</p> <p>8.4</p>	<p>The Clerk reported that the Bank balance at 7 Feb 2021 was £12,223.81 and asked the councillors to note that an incorrect date is included on finance reports sent to them; it should be Feb not Jan for the bank statement date. The Clerk stated that an additional Bank Reconciliation has been run and saved for audit purposes.</p> <p>The Clerk referred to the Finance Reports circulated to Councillors prior to meeting (attached Appendix 1).</p> <p>Expenditure since the last bank statement was detailed:</p> <p>Total Expenditure since £729.05</p> <table border="1" data-bbox="391 888 1166 1167"> <thead> <tr> <th>Date:</th> <th>Description</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>16/2/21</td> <td>Zurich Municipal</td> <td>£307.41</td> </tr> <tr> <td>1/3/21</td> <td>Clerk Salary</td> <td>£352.23</td> </tr> <tr> <td>1/3/21</td> <td>Clerk Expenses (WFH Allowance)</td> <td>£26.00</td> </tr> <tr> <td>3/3/21</td> <td>Clerk Overtime</td> <td>£36.21</td> </tr> <tr> <td></td> <td>Clerk Expenses (Mileage)</td> <td>£7.20</td> </tr> </tbody> </table> <p>Expenditure yet to be paid was detailed (below).</p> <table border="1" data-bbox="391 1249 1166 1341"> <thead> <tr> <th>Date:</th> <th>Description</th> <th>Amount</th> </tr> </thead> <tbody> <tr> <td>?</td> <td>BJ Bicknell</td> <td>£75.00</td> </tr> </tbody> </table> <p>The clerk explained with the payments made, the bank balance will reduce to £11,419.76.</p> <p>The Clerk referred to the Schedule of Known Payments for 2021/22 to be authorised, circulated to Councillors in advance of the meeting. As per last year, this has been prepared so that known payments can be approved for the year in advance, which saves time and any delays with getting approval individually. This is allowed within the financial Regulations. As per last year, any variance greater than 10% to the budgeted / expected amount will mean that additional approval is needed before payment.</p> <p>Approved by Cllr. Johnstone and seconded by Cllr. Smith. All in agreement.</p>	Date:	Description	Amount	16/2/21	Zurich Municipal	£307.41	1/3/21	Clerk Salary	£352.23	1/3/21	Clerk Expenses (WFH Allowance)	£26.00	3/3/21	Clerk Overtime	£36.21		Clerk Expenses (Mileage)	£7.20	Date:	Description	Amount	?	BJ Bicknell	£75.00
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16/2/21	Zurich Municipal	£307.41																							
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61-20/21	Interment Fees																								
	<p>Cllr. Smith referred to the email he sent to Councillors, prior to the meeting. This explained the number of interments of Durleigh residents at Bridgwater cemeteries since 2018; 3 ashes & 1 burial. Based on these numbers, we have put aside more than enough money in budget to cover the 'basic' double interment cost (excluding all costs associated with erecting a memorial) for Durleigh residents.</p>																								

	<p>Cllr. Smith proposed that we cover the double interment fee for all Durleigh residents. This was seconded by Cllr. Vassalli.</p> <p>Action: to agree wording and agreement with Bridgwater Town Council.</p>
62-20/21	Future Projects
	<p>Councillors were asked to submit ideas for future projects for consideration, that will benefit the community of Durleigh.</p> <p>Cllr. Smith reported that the Clerk and himself had a walk around Durleigh and noted various improvements that could be considered. These included;</p> <ul style="list-style-type: none"> • Pyrland Walk piece of land - quite a large green space, felt that we could use the space more; more benches, move or an additional parish council notice board, planting of bulbs etc. under trees to visually improve space, replace bin (bin overflowing, dog poo bags on floor), increase number of dog bins (seen lots of dog walkers in the area). • Queenswood lane; resurfacing of areas not currently tarmacked, especially Holford Road to the new development as this will be a key throughway, for people walking to school and for using MUGA etc. • Spaxton Road – Very dangerous take life going from Luxborough Road to Broadlands Lane area and to access the Wessex Water wetlands, which is the closest main recreational space for residents, but no safe way to access. People are going to lose dog walking field with new development. Cllr Caswell agrees and thinks it is definitely worth pursuing and suggested a separate meeting to discuss further (Cllr Bown, Cllr Caswell to meet with us). Clerk to arrange Meeting. <p>Cllr. Johnstone explained that a Permissive path was considered previously. Cllr. Vassalli said that at the time it was said that it couldn't be pursued due to the need to make 'accessible' so would need slope.</p> <p>Cllr. Caswell said that not always able to do accessible routes and definitely worth looking into further to make it safer for Durleigh residents.</p> <p>Cllr. Myers suggested that the whole stretch of road can be worked on to make it safer and feels that is an 'accident waiting to happen'.</p> <p>Cllr. Leighton suggested that to enhance the approach to the bench overlooking reservoir, it would be nice to plant blossom trees, similar to those along the Enmore road planted by Enmore Parish Council.</p> <p>Cllr. Leighton also stated that it is very dangerous bit of road on the hill to the church, to walk & cycle up. In the 1938 footpath map it shows that there used to be footpath going out through back of churchyard and routed back along Durleigh Farm, but this is now locked and overgrown. It may be beneficial to see if the footpath could be reinstated. It is not just a case of asking for this to be opened, this would need planning permission and some work to put it on the definitive map.</p> <p>Cllr. Vassalli suggested improving signs; possibility of more signs (currently no Durleigh sign coming from Enmore), and on Skimmerton Lane junction etc. We would need to apply for licence to put signs up.</p> <p>To make a decision as to how to move forward with these suggestions, it was agreed that we gather rough costings and consider involving the community in a poll, getting their feedback on what improvements they would like to see.</p>
63-20/21	Communication with Parishioners
	<p>Cllr. Mead, has looked into using social media for communicating with the residents, based on the 'Durleigh Now' Facebook group and feels that setting up a Facebook site can work quite well. 'Durleigh Now' works well and she has spoken to the administrator of that site, Scott Mason, to understand it better. Durleigh Parish Council would need a more controlled site</p>

	<p>with only parishioners joining the group, and sufficient controls to monitor posts and delete inappropriate content. However, it provides a good forum in a format that lot of people are now used to using.</p> <p>Cllr. Myers, said that it does take time to moderate page like that and therefore we should be prepared that it will take time & resources, but feels that for communicating with parishioners for future projects, there is nothing better.</p> <p>Cllr. Lilley, reported that Wembdon Parish Council does have its own Facebook page and it is very useful, but you do need people to be committed to manage. There are a number of people involved in managing the Wembdon Facebook page.</p> <p>Action: Cllr. Myers to liaise with Scott Mason to see if Durleigh Parish Council can utilise the Durleigh Now site also. Clerk to arrange meeting to discuss further (Cllr. Myers, Cllr. Mead and Clerk)</p>
64-20/21	May Meeting
	<p>The Clerk explained that currently NALC has not been successful in getting central government to agree to an extension of regulations to allow virtual meetings beyond 7th May 2021. With this in mind and the ongoing risk from Covid-19, they are advising that consideration should be given to bringing the May meeting forward so that it can take place as a virtual meeting.</p> <p>All Councillors felt that it is important to continue with virtual meetings for the time being. Therefore, it was agreed that we move the meeting scheduled for 13th May to the last Thursday in April (29th).</p> <p>Proposed by Cllr. Vassalli, seconded by Cllr. Myers. All in agreement.</p>
65-20/21	Risk Register
	<p>The Clerk explained that the annual review of Risk Register is due and asked whether any additions were needed to the draft sent out to Councillors prior to the meeting. No further additions were suggested, so agreed that the draft version could be approved and adopted for use.</p> <p>Proposed by Cllr. Myers and Seconded Cllr. Smith. All in agreement.</p>
66-20/21	Review of Policies
	<p>The Clerk referred to the email sent to the Councillors prior to the meeting which listed the policies that required annual review (Code of Conduct, Financial Regulations, Standing Orders, Privacy Notice, Data Protection Policy). The Clerk explained that for the Code of Conduct, Standing Orders and Financial Regulations, we follow the national model templates.</p> <p>The national model template for the Code of Conduct is in the process of being updated, so we will wait to review and update our policy in line with the expected updated version.</p> <p>Standing Orders and Financial Regulations, there has been no update, and none expected in the near future, to the model templates. Councillors confirmed that they are still happy with areas we could personalise, i.e. authorisation amounts. Agreed that we will continue to use these policies with no amendment.</p> <p>The Clerk explained that there have been no updated/additional requirement from the ICO for the Privacy Policy and Data Protection Policies. Councillors confirmed that they were happy to continue with those we have in place.</p> <p>It was suggested that we consider a separate policy for the conduct of virtual meetings if they are allowed to continue.</p>

	Proposed by Cllr. Myers and Seconded Cllr. Smith. All in agreement.
67-20/21	Planning Matters
Items for Discussion:	
3/21/00001	<p>Rexworthy Farm, Spaxton Road, Durleigh - External alterations to facilitate the change of use of a single existing agricultural building to Class B8 storage use (change of use approved under 23/20/00010). None of the councillors could see any negative impact of this application.</p> <p>Action: Respond that we are in support of this application. Proposed by Cllr. Mead, seconded by Cllr. Smith. All in agreement.</p>
Items for Update:	
23/19/00002	<p>Land to south of Quantock Road – major development by Persimmon – still under consideration, earliest decision date 21/01/2020.</p> <p>This development was included in the recent Development Committee meeting and permission was given subject S106 agreement and points 21 & 27.</p> <p>Cllr. Lilley reported that she spoke at the meeting and raised points about road safety etc. Passed by committee. The Chair enquired whether the lane from Holford Road will be included, along with retention of the footpath that currently runs across the field.</p> <p>Cllr. Slocombe said that the footpath is too narrow to be a cycle path, but confirmed that the pathway will still be there. CIL money can be used for footpath. Cllr. Slocombe to confirm the percentage of CIL that the parish council will receive.</p>
51/19/00003/DD	<p>Land at Cokerhurst Farm south of Wembdon Hill and north of Quantock Road - major development. Cllr. Bown reported that they are still looking at it all and still got to wait for S106 agreements to be agreed (Sedgemoor & County to agree).</p>
23/19/00011	<p>Queenswood Reservoir – amendments to plan - permission granted. Area has been compacted, mound near entrance and tall bit at back.</p> <p>Cllr. Smith reported that continues to make a mess of the road when it rains, with run off from the site and enquired who is responsible to clean up. Cllr. Slocombe offered to report back to the planning authority on this.</p> <p>Action: Chair to forward photos to Cllr. Slocombe.</p>
23/20/00011	<p>Danesborough, Spaxton Road - Erection of a detached ancillary building, on site of existing (to be demolished) - The Chair noted that the planning officer has changed. Cllr. Slocombe explained that new planning officers have been recruited, and others have moved up ranks, with a shuffle on the areas they are responsible for. Cllr. Slocombe offered to check that photographic evidence provided by the parish council has been passed on to the new planning officer.</p> <p>Action: Chair to send to photos to Cllr. Slocombe to follow up.</p>
68-20/21	Items from Previous Agendas for Update
Highways & traffic:	<p>Cllr. Smith reported that 4 weeks ago a car was abandoned on grass verge by the turning to Enmore. After it had been left a week, he called SDC to register it as an abandoned vehicle and followed up a week later. SDC eventually came out to put a 7-day removal notice on the vehicle today. Hopefully it will be gone by next week. SDC have said that they cannot prosecute even though they know who it is.</p>

	Cllr. Johnstone reported on the manhole on Spaxton Road by the end of Queenswood Lane. Notification of road works / traffic lights was issued for last week, but works actually happened today. Hopefully there will not be a noisy manhole anymore.
Footpaths:	Cllr. Leighton reported that all the footpaths are drying out well. The Chair thanked Cllr. Myers for acting so speedily in contacting the land tenant about the fallen branch and bridge, discussed at last meeting. Both were speedily rectified by the land tenant and in good order.
Millenium Bench:	Cllr. Leighton reported that the daffodils have been trampled. Cllr Smith enquired about the graffiti on the bin; clean or new top? Reported that drug dealers still dealing from there. Same people there most nights. Teenagers on mopeds driving full speed around corners. The Chair has also had a report of a Durleigh resident having their phone taken. Cllr. Lilley reported that the person who had previously been sleeping in the barns has now been given housing in Highbridge. Also said that people do feel unsafe walking there on their own. Action: Clerk to follow up with police.
Other:	None
69-20/21	Meetings Attended
	Cllr. Mead signed up for the meeting on sustainable energy, nothing particular to report on.
70-20/21	Items for Next Agenda
	None requested.
71-20/21	Any Other Business
	Cllr. Smith explained that it had come to the council's attention that annual leave should have been included in the Clerk's contract, as it is a legal requirement that all employers provide paid annual leave. After discussion with the Clerk, proposes that we start anew from April and therefore pay unallocated annual leave as back pay. Seconded by Cllr. Vassalli. All approved.
72-20/21	Date & Venue of Next Meeting
Date / Time:	Thursday 29 th April. To include Annual Meeting.
Venue:	To be held remotely on the Zoom platform.

Meeting Closed at:	21:40
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Minutes Signed by: Date:
(Chairman)

Appendix 1

Durleigh Parish Council - Finance Reports Feb 2021

Durleigh Parish council		Budget 2020/21				
Budget Report		18-Feb-21				
Actual Year En Description	Actuals Year End 2019/20	Proposals for 2020/21 budget	Cost Centre	Actual YTD (ex. VAT)	Variance to Budget	
Receipts						
£5,670.00	Precept	£5,665.00	£6,520	A1	£6,520.00	£-
£0.00	Bank Interest	£-	£0	A2	£0.00	£-
£0.00	Miscellaneous Income/Reclaims	£550.40	£0	A3	£75.00	£(75.00)
£43.00	Grants	£-	£0	A4	£0.00	£-
£0.00	Section 106 & CIL	£-	£0	A5	£0.00	£-
£5,713.00	TOTAL RECEIPTS	£6,215.40	£6,520		£6,595	£(75.00)
Expenditure						
£2,112.90	Clerks Salary - Basic	£3,556.80	£3,115	B1	£2,969.38	£145.91
	Clerks Salary - Estimated Overtime		£876	B2	£953.41	£(77.15)
£0.00	Tax owed - previous Clerk's salary and gratuity	£158.20	£0	B6		
	Tax refund (new clerk)	£690.80	£0			
£0.00	Clerks Expenses (mileage)		£250	B3	£6.93	£243.07
£200.00	Broadband/Office Expenses - work from home al	£216.66	£200	B4	£194.67	£5.33
£135.00	Honoraria	£492.99	£0	B5	£0.00	£-
£0.00	Training	£75.00	£375	C1	£30.00	£345.00
£285.00	Website Maintenance & Development	£285.00	£400	D1	£385.00	£15.00
£200.00	Office Supplies - Consumables (paper/ink) & Pos	£126.39	£125	D2	£3.80	£121.20
£0.00	Auditors	£35.00	£100	D3	£100.00	£-
£147.00	SALC Subscription	£147.80	£150	C2	£153.03	£(3.03)
£0.00	Hire of Hall	£245.00	£204	D4	£35.00	£169.00
£294.00	Insurance	£305.85	£320	D5	£307.41	£12.59
£48.00	Consultancy Fees / PAYE	£258.00	£200	D6	£108.00	£92.00
£0.00	Election Costs	£200.00	£0	C3	£0.00	£-
£0.00	Other LA Services - improvement of signs/grass cutting		£750	C4	£0.00	£750.00
£345.00	Asset Maintenance	£345.32	£345	D7	£312.76	£32.24
£0.00	Grants	£150.00	£0	E1	£150.00	
£4,000.00	Capital Projects		£0	E2	£0.00	£-
£0.00	Miscellaneous	£611.00	£500	E3	£136.91	£363.09
£0.00	VAT (to be Reclaimed at year end)	£-	£0	A6	£63.74	£(63.74)
£7,766.90	GROSS BUDGET REQUIREMENTS	£7,899.81	£7,911		£5,910	£2,000.51
	Surplus/Deficit	£(1,684.41)	-£1,391		£685	
	Transfer from unallocated funds to off set deficit		£1,391			
	Movement on Reserves					
	Bank balance b/f	£12,840.85	£11,156		£11,156	
	Bank balance c/f	£11,156.44	£9,765.89		£11,841.40	
	Restricted funds					
	Clerk's Gratuity Fund	£-	£0		£0	
	General reserve 25% Precept	£1,417.00	£1,630		£1,630	
	Election	£1,800.00	£1,800		£1,800	
	Funding towards Resurfacing of Queensland Lane	£-	£4,000		£4,000	
	Funding towards AED	£-	£2,200		£2,200	
		£3,217.00	£9,630		£9,630	
	Unallocated funds	£9,623.85	£1,526		£1,526	
	Transfer to offset deficit	£-	£1,391		£0	
	Remaining Unallocated funds	£9,623.85	£135		£1,526	
Completed by	T Weeks - Clerk & Responsible Financial Officer					
Approved by			Date:			
			Minute Ref:			

Durleigh Parish Council

Minutes 2020

Durleigh Parish Council - Cashbook report

April 2020 to March 2021

Date Report Printed:

Thursday, February 18, 2021

Annual Income/receipts				Annual Expenditure/payments						
DATE	REFERENCE	Cost Centre	Amount	DATE	REFERENCE	Cost Centre	Payment Method	NET	VAT	AMOUNT
	Balance brought forward		11,156.44	8/4/20	SDC Bin Emptying		D7 bank transfer	81.38	16.28	97.66
14/4/20	SDC Precept	A1	3,260.00	8/4/20	Clerk Overtime		B2 bank transfer	154.69	-	154.69
14/4/20	Enmore Hall Refund	A3	75.00	30/4/20	Clerk Salary		B1 SO	252.05	-	252.05
15/9/2020	SDC Precept	A1	3,260.00	12/5/20	Clerk Overtime		B2 bank transfer	76.57	-	76.57
				1/6/20	Clerk Salary		B1 SO	252.05	-	252.05
				1/6/20	Westfield Church - Room Hire		D4 SO	35.00	-	35.00
				11/6/20	TSBA - payroll		D6 bank transfer	54.00	-	54.00
				15/6/20	Clerk Overtime		B2 bank transfer	105.70	-	105.70
				15/6/20	Clerk's Expense (stamps)		D2 bank transfer	1.52	-	1.52
				23/6/20	SALC Affiliation Fees		C2 bank transfer	153.03	-	153.03
				30/6/20	Clerk Salary		B1 SO	252.05	-	252.05
				1/7/20	Zoom Subscription		E3 Debit Card	101.91	20.38	122.29
				14/7/20	Clerk Overtime		B2 bank transfer	116.53	-	116.53
				14/7/20	Clerk Expenses (WFH allowance)		B4 bank transfer	50.00	-	50.00
				14/7/20	BJ Bicknell - bench Maintenance		D7 Cheque 000377	75.00	-	75.00
				14/7/20	Sedgemoor Citizen's Advice Bureau		E1 Cheque 000378	150.00	-	150.00
				30/7/20	Clerk Salary		B1 SO	252.05	-	252.05
				4/8/20	Tracey Healy - Internal Audit Fee		D3 bank transfer	100.00	-	100.00
				17/8/20	Clerk Overtime		B2 bank transfer	150.81	-	150.81
				17/8/20	Clerk Expenses (stamps)		D2 bank transfer	1.52	-	1.52
				17/8/20	Clerk Expenses (mileage)		B3 bank transfer	6.93	-	6.93
				1/9/20	Clerk Salary		B1 SO	280.05	-	280.05
				10/9/20	TSBA - payroll		D6 bank transfer	54.00	10.80	64.80
				11/9/20	Clerk Overtime		B2 bank transfer	71.15	-	71.15
				11/9/20	Clerk Back Pay 2020/21 pay award		B1 bank transfer	49.12	-	49.12
				21/9/20	ICO Subscription		E3 Direct Debit	35.00	-	35.00
				29/9/20	Rob the Web Guy		D1 bank transfer	385.00	-	385.00
				30/9/20	Clerk Salary		B1 SO	287.66	-	287.66
				5/10/20	Clerk Overtime		B2 bank transfer	120.48	-	120.48
				5/10/20	Clerk Expenses (WFH allowance)		B4 bank transfer	50.00	-	50.00
				15/10/20	SDC Bin Emptying		D7 bank transfer	81.38	16.28	97.66
				28/10/20	SALC - Accessible Documents Trainin		C1 bank transfer	30.00	-	30.00
				30/10/20	Clerk Salary		B1 SO	287.66	-	287.66
				17/11/20	Clerk Overtime		B2 bank transfer	95.20	-	95.20
				30/11/20	Clerk Salary		B1 SO	352.23	-	352.23
				30/11/20	Clerk Expenses (WFH allowance)		B4 SO	26.00	-	26.00
				8/12/20	Clerk Overtime		B2 bank transfer	36.21	-	36.21
				8/12/20	Clerk Expenses (WFH allowance)		B4 bank transfer	16.67	-	16.67
				30/12/20	Clerk Salary		B1 SO	352.23	-	352.23
				30/12/20	Clerk Expenses (WFH allowance)		B4 SO	26.00	-	26.00
				1/2/21	Clerk Salary		B1 SO	352.23	-	352.23
				1/2/21	Clerk Expenses (WFH allowance)		B4 SO	26.00	-	26.00
				4/2/21	Clerk Overtime		B2 bank transfer	26.07	-	26.07
				4/2/21	Clerk Expenses (postage)		D2 bank transfer	0.76	-	0.76
				16/2/21	Zurich Municipal		D5 bank transfer	307.41	-	307.41
					BJ Bicknell - bench Maintenance		D7	75.00	-	75.00
										-
										-
										-
	Total Income		17,751.44		TOTAL EXPENDITURE					5,910.04
	Less net expenditure		5,910.04							
	BALANCE to reconcile to bank statement		11,841.40							

Completed by: T Weeks - Clerk & Responsible Financial Officer

Checked by:

Approved by

Date:

Minute Ref:

Durleigh Parish Council - Monthly Bank Reconciliation

Date of reconciliation:	16-Feb-21		
cashbook balance	£11,841.40		
Bank Balance:	£12,223.81	Statement Date:	7 January 2021
Transactions since statement date:	Date:	Description	Amount
	16/2/21	Zurich Municipal	307.41
		B J Bicknell	75.00
	Total		£382.41
Bank Balance less recent transactions:	£11,841.40		
Difference to cashbook	£-		
Completed by	T Weeks - Clerk & Responsible Financial Officer		
Approved by	Date:		
	Minute Ref:		