



Dear Councillor,

You are summoned to attend a meeting of Mawnan Parish Council Office and Finance Committee on Monday 25th January 2020 at 7.00pm online via ZOOM.

Yours faithfully,

Lisa Clements
Clerk to the Council

Online agenda

- 1. TO RECEIVE APOLOGIES FOR ABSENCE**
- 2. MEMBERS TO DECLARE ANY INTERESTS IN THE ITEMS ON THE AGENDA (OVER £50) OR REQUEST DISPENSATIONS**
- 3. PUBLIC COMMENT ON ITEMS ON THE AGENDA**
- 4. TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THIS COMMITTEE HELD ON THE 19th OCTOBER AND SUMMARY NOTES FROM 9TH DECEMBER 2020 AND THE CHAIRMAN TO SIGN THEM**
- 5. TO BE ADVISED OF ANY INFORMATION PERTAINING TO PREVIOUS MINUTES, AMENDMENTS AND ACTIONS AGREED THEREIN.**
- 6. TO AMEND THE NUMBER OF COUNCILLORS NEEDED ON THE O&F COMMITTEE: change to minimum of 5 members, making quorate 3.**
- 7. REVIEW OF CURRENT BUDGET POSITION 2020/21 (3rd quarter) AND DISCUSSION OF ANY SIGNIFICANT ISSUES**
- 8. ANNUAL REVIEW OF INTERNAL FINANCIAL CONTROLS, FINANCIAL RISK ASSESSMENT & HEALTH AND SAFETY UPDATE**
- 9. CONTINUING DISCUSSIONS ON OFFICE ACCOMMODATIONS** – to convene discussions with the Memorial Hall Committee about potential space
- 10. CLERKS TRAINING REQUEST – SLCC PRACTITIONERS CONFERENCE (3 days online @ £75) & REGIONAL TRAINING SEMINAR (1 day online @ £45)**
- 11. THAT THE COUNCIL RESOLVES UNDER THE 1960 PUBLIC BODIES (ADMISSION TO MEETINGS) ACT, TO EXCLUDE THE PRESS AND PUBLIC DUE TO THE CONFIDENTIAL NATURE OF THE BUSINESS TO BE DISCUSSED.**
- 12. TO DISCUSS THE CLERKS PERFORMANCE AND SALARY PROGRESSION & ANNUAL PERFORMANCE REVIEW.**
- 13. TO DISCUSS AN INCREASE TO THE PARISH PENSION PROVISION**



MINUTES OF A MEETING OF THE OFFICE AND FINANCE COMMITTEE OF MAWNAN PARISH COUNCIL HELD ON MONDAY 19TH OCTOBER AT 7.00PM ONLINE VIA ZOOM.

PRESENT: Cllrs Marsden (chair), Faiers, Nash & Toland

ALSO PRESENT: Mrs L Clements, clerk + Cllrs Gladstone & Bradley (late)

330.20F TO RECEIVE APOLOGIES FOR ABSENCE – Cllr Moyle

331.20F MEMBERS TO DECLARE ANY INTERESTS IN THE ITEMS ON THE AGENDA (OVER £50) OR REQUEST DISPENSATIONS – none noted

332.20F PUBLIC COMMENT ON ITEMS ON THE AGENDA - none noted

333.20F TO RECEIVE AND APPROVE THE MINUTES OF THE MEETING OF THIS COMMITTEE HELD ON THE 23rd JULY AND THE CHAIRMAN TO SIGN THEM

It was proposed by Cllr Marsden seconded by Cllr Toland and

RESOLVED that the minutes of the meeting held on 23rd July 2020 be approved and signed by the Chair

on a vote being taken the matter was approved unanimously

334.20F TO BE ADVISED OF ANY INFORMATION PERTAINING TO PREVIOUS MINUTES, AMENDMENTS AND ACTIONS AGREED THEREIN.

Nothing of significance noted

335.20F REVIEW OF CURRENT BUDGET POSITION 2020/21 (2nd quarter) AND DISCUSSION OF ANY SIGNIFICANT ISSUES (including signing off on quarter's bank statements & format of reports)

Cllr Nash asked about Grant Forms – are we applying the same rational principles to all awards?

Cllr Faiers said that we did have a checklist for each application to make sure that they were being used for the agreed purposes and that the pack sent out did have thorough guidelines included.

He questioned if adding more paperwork to the process would not be a step backwards, when we also already police the outcome of projects. The clerk agreed to send out copies of the full grant form packs and copies of the chaser letters to clarify.

It was proposed by Cllr Faiers, seconded by Cllr Toland and

RESOLVED that the current budget position be approved and that bank statements up to 30.9.20 be accepted as correct – the final balance being £139,311.07

on a vote being taken the matter was approved unanimously

It was agreed to put £50,000 into earmarked reserves (immediately) thus annotating the current budget if questioned. She had also amended the current budget line for 'Office accommodation' to include rates, rather than have a separate line at the end of the budget report.

336.20F PRECEPT SETTING FOR 2021/22 – INITIAL THOUGHTS & PROPOSALS PRIOR TO 1st STAGE COLLATION (including any possible projects; review of solar grant awards to Community Projects).

The clerk issued her initial budget for next year but stated that this did not include any provision for the pending MMH Office project. Cllr Marsden asked if any specific provision had been made for COVID related expenses – the clerk said that this was currently coming from the earmarked H&S line and would be almost impossible to budget for. A discussion on the Donations/Grants line took place in which the clerk felt that given the potential for the continued need to support community organisations as they may well enter a 2nd year with limited fundraising opportunity that the grants budget be increased by taking the majority of the Solar Grant income for the year. Cllr Faiers supported this position and that we should do more to make the community aware that we have 'shortfall grants' available to keep groups going.

A discussion based on the first draft budget and the current financial situation lead to a proposal that there be a zero increase in our precept next year. It was felt that we had been caution in our approach in previous years, increasing the precept by 3-4% each year, except last year's 10% increase which covered the office project contingency and this now put us in a position of being able to stay any increase to parishioners who are already feeling the economic impacts of coronavirus. Income other than the precept was stable and was being used to fund specific areas.

It was proposed by Cllr Nash, seconded by Cllr Faiers and

RESOLVED that the initial thoughts for the 2021/22 precept be a 0 (zero) increase on last year.

on a vote being taken the matter was approved unanimously

337.20F TO AGREE ARRANGEMENTS FOR PRECEPT/BUDGET SETTING MEETING PRIOR TO DECEMBER FULL COUNCIL MEETING.

It was agreed that a meeting date of 7th December at 7pm be set. The clerk would be open to comments and inclusions on the draft budget until the end of November

338.20F TO REVIEW ANY CHANGES OR ADDITIONS TO POLICIES & PROCEDURES FOR 2020 including annual review of Health & Safety (via risk assessment). Policies for review:

- Standing Orders –*updates in respect to new model modifications*
- Financial Regulations – *annual review, no changes*
- Safeguarding Policy – *annual review, no changes*
- Web Accessibility & Accessible Document policies – *NEW Statutory requirement*

It was proposed by Cllr Marsden, seconded by Cllr Faiers and

RESOLVED that the above policies/protocols be accepted (with the noted minor changes)

on a vote being taken the matter was approved unanimously

A request for a Media Policy was also made – the clerk has this in an incomplete draft which was forwarded round for discussion. It was felt that this was needed to address the issues caused by councillors taking to the press to voice personal opinions. The clerk also made it clear that if anyone thought any member was acting outside of the rules as laid out within the Code of Conduct they had the right to make a formal complaint as an individual or request that the parish do so.

339.20F SUMMARY OF THE MCA LEASE DISCUSSIONS

The clerk explained that she had both full leases signed and swapped (the signatures on the 2nd Trust copy awaiting Cllr Faiers return from abroad) and everything appeared to be going well. The trust had taken over statutory tests (such as fire & hygiene) with the MCA taking on managing the changing room cleaning duties.

Cllr Faiers said that the next agreed stage was to set up a 'Management Committee' of the various stakeholder groups on the field so that they would in effect undertake all of the day to day management of the site themselves. The agreement was that the Trust & the MCA have 2 members and each of the other stakeholder groups 1 each. It was felt that this would take the hot air out of some of the difficult situation that had happened in the past and seemed to be the only way forward for a community use site. Cllr Marsden asked what would happen if groups wanted to bring things to the trust – Cllr Faiers said that they would only be able to do this through the Management Committee

340.20F HEALTH AND SAFETY UPDATE INCLUDING THE ANNUAL GDPR AUDIT (to be completed on the evening).

The H&S update was minimal – the clerk explained the actions she had in place for COVID risk assessments and various processes.

The Annual GDPR Audit was complete by the O&F Committee with the clerk reading through the questions listed – a copy of this to be circulated to all members when revised.

341.20F GOVERNMENT ADVICE ON WORKING FROM HOME OVER WINTER 2020

The clerk explained that she had been in contact with a number of parish clerks, where they were the only PC employees, about using the parish offices to see what they were doing about the Government advice to 'work from home wherever possible'. A number felt that working alone in a closed parish office was preferable to trying to do everything from home, but that they all felt the flexibility to make changes to their working location was necessary of an individual level.

The clerk explained that her husband was a frontline retail worker and that a positive test within his workplace shift might mean an immediate period of self isolation for her. They already had one positive test (not his shift) and one pending. She wanted to clarify what system the parish thought would be best if this should happen – or indeed what system would be best if lockdown measures were tightened.

Both Cllr Faiers and Cllr Marsden felt that the clerk had worked in the first lockdown period extremely well, managing both the physical needs of the parish council and the office workload and it made sense to let this roll forward should the need arise. It was agreed that the clerk would work with the Chairman to adjust office attendance as needed. Cllr Toland offered to undertake the weekly JPF site visits if it became necessary if the clerk could provide a checklist for her.

The meeting finished at 8.30pm

Summary notes from O&F meetings December 2020

7th December meeting – present Cllr Marsden & Toland.

Meeting inquorate so postponed to 9th.

9th December meeting – present Cllr Marsden, Nash & Toland.

Meeting remains inquorate but a discussion of the important items on the agenda were undertaken. The chair (Cllr Marsden) had telephone discussions with Cllr Moyle & Faiers about the proposed figures prior to the meeting in case they were unable to attend on the evening.

Item 6 – reserves

It was agreed that as currently stated the reserves appear accurate however there were concerns on when the monies for the MMH/New Office were likely to be needed. It was also felt that since we had so much money accrued that being seen to spend it on community projects was much needed – hence the spends on play equipment, crossing & signs already agreed.

Item 7 – Solar Grant contribution for 2021/22

The current proposal for £5000 to go into this year's pot was felt appropriate as there were likely to be a number of groups that would have to restart with missed projects or costs.

Item 8 – budget 7 precept proposals for 2021/22





There was discussion about increasing the precept (currently £49817). Cllr Toland thought a small increase should be made but after some discussion it was agreed that this did not seem appropriate given the large increase last year, which had not been used as required, and the amount of reserves we hold – earmarked or not. Although relatively small in the whole, any increase we would make would be felt as those in the village continuing to deal with covid finance pressures. It was likely both Cornwall Council & the Police would make maximum legal increases again.

There was discussion on budgeting for some of the larger impending projects – Community woodland, crossings & play equipment but it was felt that these would likely be coming forward as Solar Grant requests, if not done during this financial year.

It was agreed that the proposed budget of £49500 is, at this time, reasonable but that it was highly likely that there would be alteration necessary to it at the start of the financial year.

Meeting finished at 7.35pm

Mawnan Parish Council
Summary of Receipts and Payments
Summary - Cost Centres Only

Cost Centre	Receipts			Payments			Net Position	
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	+/- Under/over spend	
Administration/Rent		42.00	42	5,000.00	6,206.48	-1,206		-1,164
Insurance				1,000.00	878.90	121		121
Meeting Room Hire				350.00	171.93	178		178
Internal Audit Fees				250.00	225.00	25		25
External Audit Fees				450.00	300.00	150		150
Parish Council Websites				100.00	94.78	5		5
Publications		300.00	300					300
Salaries		637.62	638	16,000.00	11,334.28	4,666		5,303
Training & Conference Fees				1,000.00	123.00	877		877
Allowances				100.00	52.74	47		47
Subscriptions				900.00	852.03	48		48
Paths & Open Spaces		631.35	631	3,500.00	3,081.32	419		1,050
Public Services		19.40	19	4,500.00	4,259.09	241		260
Misc		519.96	520		1,297.13	-1,297		-777
NDP - Grant Funding	3,182.00	3,182.00		4,875.43	3,159.08	1,716		1,716
NDP - Parish Pot				3,557.98	742.92	2,815		2,815
S19 - Carwinion Playing Field				6,240.92	3,079.75	3,161		3,161
S19 - Junior Playing Field				5,000.00	1,896.67	3,103		3,103
S234 (PH Act) - AED Grant				125.00	125.00			
Donations & Grants		724.00	724	2,000.00	12,593.00	-10,593		-9,869
Graveyard	4,000.00	1,700.00	-2,300	5,500.00	3,731.12	1,769		-531
Precept	48,917.00	48,917.00						
CTS Grant	444.68	444.68						
Bank Interest		16.72	17					17
Earmarked Reserves	10,000.00	11,000.00	1,000		883.72	-884		116
Reclaimed VAT		4,277.45	4,277					4,277
NET TOTAL	66,543.68	72,412.18	5,869	60,449.33	55,087.94	5,361		11,230
Total for ALL Cost Centres		72,412.18			55,087.94			
V.A.T.		28.39			3,765.49			
GROSS TOTAL		72,440.57			58,853.43			

Mawnan Parish Council**DRAFT PAYMENTS LIST**

Voucher	Cheque	Code	Name		Description	Amount	Notes
95		42 - Donations/ Grants	Mawnan Anvil Trust	<i>shortfall grants - insurances</i>	Shortfall grant	1,712.00	
146		42 - Donations/ Grants	Mawnan Community Sports & Social Club	<i>shortfall grant</i>	Shortfall grant	284.00	
232		42 - Donations/ Grants	Mawnan 1st brownies		Shortfall grant	231.00	
Sub-total						2,227.00	shortfall grants to come from general reserves for 20/21 only
174	2860	42 - Donations/ Grants	Mawnan WI	<i>reissue annual grant - direct payment refused</i>	Grant Award	200.00	
148		42 - Donations/ Grants	Mawnan School PTA	<i>school garden</i>	Grant Award	912.00	
233		42 - Donations/ Grants	Mawnan Allotment Association	<i>footpath replanting project</i>	Grant Award	764.00	
Sub-total						1,876.00	
230		42 - Donations/ Grants	Clean Ocean Sailing	<i>Anna Maria clean up donation</i>	Grant Award	5,000.00	solar grant specific - taken from reserve
234		42 - Donations/ Grants	JPFT	<i>1/2 grant payments towards new play equipment</i>	Grant Award	3,948.00	solar grant specific - taken from reserve
Sub-total						8,948.00	
Total						13,051.00	

Mawnan Parish Council

DRAFT PAYMENTS LIST

Voucher	Cheque	Code	Name	Description	Amount
1	2855	33 - Miscellaneous Expenses	SD Jones	cfw	53.90
			<i>cfw - climate change logo design</i>		
2	2846	33 - Miscellaneous Expenses	Tregaminion Farm	cfw	213.00
			<i>cfw - village xmas tree</i>		
17	ol35	34 - Future Office Costs	DAZ Developments (Cornwall) Ltd	authorised payment	180.00
46		34 - Future Office Costs	Stephens Scown LLP	authorised payment	420.00
			<i>should be paid by CPFT. Will be reimbursed post lockdown</i>		
57		33 - Miscellaneous Expenses	We Store Cornwall	authorised payment	237.60
			<i>leaflet storage</i>		
58		33 - Miscellaneous Expenses	We Store Cornwall	authorised payment	21.60
			<i>june container</i>		
69		33 - Miscellaneous Expenses	Cllr Peter Bradley	authorised payment	33.98
			<i>purchase of equipment to allow online meetings - camera & headset</i>		
70		33 - Miscellaneous Expenses	Cllr Peter Bradley	authorised payment	25.99
			<i>purchase of equipment to allow online meetings - camera & headset</i>		
110		33 - Miscellaneous Expenses	SD Jones	authorised payment	119.95
			<i>webcam for online meetings</i>		
119		33 - Miscellaneous Expenses	SD Jones	authorised payment	119.95
			<i>webcamp payment</i>		
149		34 - Future Office Costs	Methodist Church	authorised payment	60.00
			<i>venue hire - public consultation</i>		
TOTAL					1,485.97

		3rd.Quarter						Accumulative to end of 3rd quarter					
code		Budgeted receipts	Actual receipts	Receipts Variance	Budgeted payments	Actual payments	Payments Variance	Budgeted receipts	Actual receipts	Receipts Variance	Budgeted payments	Actual payments	Payments Variance
No.	Heading												
1	Office Rent + Rates	0.00		0.00	780.00	3,821.39	-3,041.39	0.00		0.00	2,340.00	5,381.39	-3,041.39
2	Office Supplies	0.00		0.00	242.49	92.89	149.60	0.00		0.00	727.51	149.72	577.79
3	Telephone & Internet	0.00		0.00	200.01	148.14	51.87	0.00	42.00	42.00	599.99	522.28	77.71
4	Land Registry Searches	0.00		0.00	2.49	3.00	-0.51	0.00		0.00	7.51	6.00	1.51
5	Books	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00
6	Postages	0.00		0.00	24.99	24.26	0.73	0.00		0.00	75.01	147.09	-72.08
7	Insurances	0.00		0.00	0.00		0.00	0.00		0.00	1,000.00	878.90	121.10
8	Meeting Room Hire	0.00		0.00	87.50	35.97	51.53	0.00		0.00	262.50	171.93	90.57
9	Internal Audit Fee	0.00		0.00	62.49		62.49	0.00		0.00	187.51	225.00	-37.49
10	External Audit Fee	0.00		0.00	112.50	300.00	-187.50	0.00		0.00	337.50	300.00	37.50
11	Parish Council Websites	0.00		0.00	24.99	94.78	-69.79	0.00		0.00	75.01	94.78	-19.77
12	Publications	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00
50	footpath leaflets	0.00		0.00	0.00		0.00	0.00	300.00	300.00	0.00		0.00
13	Clerks Salary (inc PAYE &	0.00		0.00	3,570.00	3,528.18	41.82	0.00	537.80	537.80	10,710.00	10,074.80	635.20
14	Parish NI contribution	0.00		0.00	162.50	172.09	-9.59	0.00	57.62	57.62	487.50	491.64	-4.14
15	Clerks Pension Contributi	0.00		0.00	87.51	86.25	1.26	0.00	10.01	10.01	262.49	247.24	15.25
16	Parish Pension Contributi	0.00		0.00	162.51	179.68	-17.17	0.00	21.39	21.39	487.49	515.05	-27.56
17	Mileage & Parking	0.00		0.00	17.49		17.49	0.00	10.80	10.80	52.51	5.55	46.96
18	Course/Conference fees	0.00		0.00	174.99	98.00	76.99	0.00		0.00	525.01	123.00	402.01
19	Mileage & Parking	0.00		0.00	75.00		75.00	0.00		0.00	225.00		225.00
20	Allowances	0.00		0.00	24.99		24.99	0.00		0.00	75.01	52.74	22.27
21	Subscriptions	0.00		0.00	200.00	40.00	160.00	0.00		0.00	900.00	852.03	47.97
22	SWCP	0.00		0.00	125.01		125.01	0.00		0.00	374.99		374.99
23	Inland Footpaths	0.00	631.35	631.35	399.99	252.00	147.99	0.00	631.35	631.35	1,200.01	1,562.32	-362.31
24	Weeds	0.00		0.00	0.00		0.00	0.00		0.00	360.00	280.00	80.00
25	Grass Cutting	0.00		0.00	237.51	360.00	-122.49	0.00		0.00	712.49	1,239.00	-526.51
26	Footpath Repairs	0.00		0.00	0.00		0.00	0.00		0.00	90.00		90.00
27	Toilet - Cleaning & Materi	0.00		0.00	624.99	603.60	21.39	0.00		0.00	1,875.01	1,812.20	62.81
28	Toilets - Utility Charges	0.00		0.00	249.99	1,184.31	-934.32	0.00	19.40	19.40	750.01	1,268.31	-518.30
29	Toilets - Repairs & Mainte	0.00		0.00	182.49	70.00	112.49	0.00		0.00	547.51	454.74	92.77
30	Rubbish Bins	0.00		0.00	42.51	723.84	-681.33	0.00		0.00	127.49	723.84	-596.35
31	Telephone Box	0.00		0.00	12.51		12.51	0.00		0.00	37.49		37.49
32	Bus Shelter	0.00		0.00	12.51		12.51	0.00		0.00	37.49		37.49
33	Miscellaneous Expenses	0.00		0.00	0.00		0.00	0.00	99.96	99.96	0.00	962.13	-962.13
34	Future Office Costs	0.00		0.00	0.00		0.00	0.00	420.00	420.00	0.00	560.00	-560.00
35	NDP - Grant Funding	0.00		0.00	0.00	857.67	-857.67	3,182.00	3,182.00	0.00	4,875.43	3,159.08	1,716.35
36	Resources	0.00		0.00	889.50	11.00	878.50	0.00		0.00	2,668.48	742.92	1,925.56
37	Training	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00
38	Venue Hire	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00
39	S19 - Carwinion Playing F	0.00		0.00	1,560.24	701.00	859.24	0.00		0.00	4,680.68	3,079.75	1,600.93
40	S19 - Junior Playing Field	0.00		0.00	1,250.01	1,125.71	124.30	0.00		0.00	3,749.99	1,896.67	1,853.32
41	S234 (PH act) - AED Gra	0.00		0.00	31.26	125.00	-93.74	0.00		0.00	93.74	125.00	-31.26

		3rd.Quarter						Accumulative to end of 3rd quarter					
code		Budgeted receipts	Actual receipts	Receipts Variance	Budgeted payments	Actual payments	Payments Variance	Budgeted receipts	Actual receipts	Receipts Variance	Budgeted payments	Actual payments	Payments Variance
No.	Heading												
42	Donations/ Grants	0.00		0.00	0.00	9,485.00	-9,485.00	0.00	724.00	724.00	2,000.00	12,593.00	-10,593.00
43	Training	0.00		0.00	12.51		12.51	0.00		0.00	37.49		37.49
44	Resources (Books/Forms	0.00		0.00	24.99		24.99	0.00		0.00	75.01	21.17	53.84
45	Maintenance/ Grounds	0.00		0.00	1,287.51	1,011.56	275.95	0.00		0.00	3,862.49	3,498.64	363.85
46	Rates	0.00		0.00	0.00		0.00	0.00		0.00	200.00	211.31	-11.31
52	burial fees	0.00	250.00	250.00	0.00		0.00	0.00	1,700.00	1,700.00	0.00		0.00
47	Precept	0.00		0.00	0.00		0.00	48,917.00	48,917.00	0.00	0.00		0.00
48	CTS Grant	0.00		0.00	0.00		0.00	444.68	444.68	0.00	0.00		0.00
49	Bank Interest	0.00	2.27	2.27	0.00		0.00	0.00	16.72	16.72	0.00		0.00
51	Solar Grant	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00
53	Election Expenses	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00
54	Graveyard Contingency	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00
55	H&S	0.00		0.00	0.00		0.00	0.00		0.00	0.00	658.72	-658.72
56	Helford carpark Trust	0.00		0.00	0.00		0.00	0.00		0.00	0.00		0.00
58	Small Business Rates Gra	0.00		0.00	0.00		0.00	10,000.00	10,000.00	0.00	0.00		0.00
59	Smaller Earmarked Proje	0.00		0.00	0.00		0.00	0.00	1,000.00	1,000.00	0.00		0.00
57	Reclaimed VAT (126)	0.00	2,275.41	2,275.41	0.00		0.00	0.00	4,277.45	4,277.45	0.00		0.00
TOTALS.....		0.00	3,159.03	3,159.03	12,955.98	25,135.32	-12,179.34	62,543.68	72,412.18	9,868.50	47,693.35	55,087.94	-7,394.59
NET Variance Quarter 3							-9,020.31	NET accumulative variance to END of Quarter 3.....					2,473.91

Mawnan Parish Council
Reserves Balance
2020 - 2021

<u>Reserve</u> <u>Earmarked</u>	<u>Opening Balance</u>	<u>Transfers</u>	<u>Spend</u>	<u>Receipts</u>	<u>Current Balance</u>	<u>Notes</u>
Helford Carpark Trust	200.00	0.00	0.00	0.00	200.00	project specific
H&S	1,500.00	0.00	658.72	0.00	841.28	reinstate to £1500 21/22
graveyard Contingency	5,000.00	0.00	0.00	0.00	5,000.00	to be used for tree works 20/21
Election Expenses	750.00	0.00	0.00	0.00	750.00	increase to £1000 budget 21/22
Solar Grant Funding	39,140.62	-8,948.00	0.00	0.00	30,192.62	£3580 committed to JPF; £5000 to budget 21/22
Burial Fees	0.00	0.00	0.00	1,700.00	1,700.00	committed to graveyard maint 21/22
Small Business rates grant (Public Services)	0.00	10,000.00	0.00	0.00	10,000.00	partly committed to toilets, signage, benches etc.
Future Office project	50,000.00	0.00	0.00	0.00	50,000.00	??
Shute Hill Crossing contribution	0.00	5,250.00	0.00	0.00	5,250.00	Is this coming from the Business Rates grant?
Smaller Projects - specific funding	1,000.00	760.00	0.00	0.00	1,760.00	Mrs Hibbert's donation
Cob Endowment Trust	0.00	3,295.00	0.00	0.00	3,295.00	is this coming from the Solar grant fund?
Total Earmarked	97,590.62	10,357.00	658.72	1,700.00	108,988.90	
TOTAL RESERVE	97,590.62	10,357.00	658.72	1,700.00	108,988.90	
GENERAL FUND					6,875.79	
TOTAL FUNDS					115,864.69	