



SIMPSON AND ASHLAND PARISH COUNCIL

To: The Chair and Members of Simpson and Ashland Parish Council

Dear Councillor,

You are summoned to attend a meeting of the Full Council to be held on Monday 16th May 2022 at 7.00pm at Simpson Village Hall, when the business set out in the following agenda will be transacted. Members of the public are also invited to attend.

Katherine Harmsworth, Clerk to Simpson & Ashland Parish Council

AGENDA

Part 1 – Annual Parish Meeting commencing at 7pm

16) Welcome

17) Minutes of Last Meeting

To approve as a correct record the minutes from the last Annual Parish Meeting held on 7th June 2021.

18) Chair to celebrate achievements of the last year

19) Presentations from invited speakers

20) Public Forum

To discuss ideas for the future.

21) Refreshments

Part 2 – Annual Meeting of the Council commencing at 8pm

22) Introductions and Apologies for Absence

To receive and record apologies from members.

23) To Appoint Chair for 2022/23

24) To Appoint Vice Chair for 2022/23

25) Specific Declarations of Interest

26) Minutes of Last Meeting

To receive and approve as a correct record the minutes of the last annual meeting of the council held on 3rd May 2021.

27) Finance Report and Discussion

- a) To review and approve payments between 29th January 2022 and 30th April 2022.
- b) To review and approve financial summary for 2021/22.
- c) To agree to transfer £27000 from the current account to the reserve account.
- d) To agree to use the bank account that was for the S106 funds, as a dedicated bank account for Simpson Village Hall and Ashland Lakeside Hire.

28) Asset Register

- a) To agree updates to the Asset Register as of 31st March 2022.

29) Audit

- a) To receive the report from the Internal Auditor.
- b) To agree actions needed from the Internal Audit Report.
- c) To consider the questions on the Annual Governance Statement and respond accordingly.
- d) To consider and agree the Accounting Statement Figures.
- e) To note the dates of the Exercise of Public Rights as 1/6/22 to 14/7/22.

30) Planning Applications

- a) 22/00461/FUL 103 Simpson.
- b) 22/00399/FUL 47 Old Groveway.

31) Open Space

- a) To receive a report on Open Space.

32) Ashland Lakeside

- a) To receive a report on Ashland Lakeside.
- b) To consider and agree how to complete the Ashland Lakeside project and agree the associated budget.
- c) To consider whether to set a date for the opening event and if so to agree possible date.

33) Simpson Village Hall

- a) To review payments and hire income for Simpson Village Hall.

34) Young People

- a) To consider and agree whether to hold summer holiday play sessions.

35) Review of Delegated Decisions

36) To note that the next meeting of the Full Council will be held on a date to be agreed at this meeting.

Financial Report

Payments between 29th January and 31st March 2022

		Payment	Receipt		
01/02/2022	Hall Hire (Pilates)		£ 160.00	£ 97,002.85	VH Hire
01/02/2022	West and West Ltd	£ 3,299.00		£ 93,703.85	Ashland Meeting Place Build
03/02/2022	Lion Containers (Retainer)	£ 2,500.00		£ 91,203.85	Ashland Meeting Place Build
07/02/2022	Hall Hire (Tuesday Coffee Group)		£ 100.00	£ 91,303.85	VH Hire
07/02/2022	Hall Hire		£ 50.00	£ 91,353.85	VH Hire
07/02/2022	Hall Deposit		£ 50.00	£ 91,403.85	VH Deposit
07/02/2022	Microsoft	£ 11.28		£ 91,392.57	ICT
08/02/2022	Hall Hire		£ 120.00	£ 91,512.57	VH Hire
08/02/2022	Hall Hire		£ 56.25	£ 91,568.82	VH Hire
08/02/2022	Fasthosts	£ 6.34		£ 91,562.48	ICT
08/02/2022	British Gas (Electric)	£ 49.31		£ 91,513.17	VH utilities
10/02/2022	Hall Deposit Return	£ 50.00		£ 91,463.17	VH Deposit
10/02/2022	EE Broadband	£ 33.44		£ 91,429.73	VH utilities
11/02/2022	Hall Hire		£ 40.00	£ 91,469.73	VH Hire
11/02/2022	Dylan Design	£ 100.00		£ 91,369.73	Newsletter
18/02/2022	British Gas (Electric)	£ 271.86		£ 91,097.87	AMP utilities
21/02/2022	Hall Deposit Return	£ 50.00		£ 91,047.87	VH Deposit
21/02/2022	Westbury Carpets	£ 1,680.00		£ 89,367.87	Ashland Meeting Place Build
21/02/2022	CVS	£ 683.71		£ 88,684.16	Salaries
21/02/2022	Prontaprint	£ 541.40		£ 88,142.76	Newsletter
22/02/2022	Fasthosts	£ 12.00		£ 88,130.76	ICT
22/02/2022	Namesco (Domain Name)	£ 20.39		£ 88,110.37	ICT
23/02/2022	Hall Hire		£ 37.50	£ 88,147.87	VH Hire
25/02/2022	Hall Deposit		£ 100.00	£ 88,247.87	VH Deposit
25/02/2022	Ward Gas Engineers	£ 84.00		£ 88,163.87	VH maintenance
25/02/2022	British Gas (Gas)	£ 152.55		£ 88,011.32	VH utilities
28/02/2022	Hall Hire		£ 160.00	£ 88,171.32	VH Hire
28/02/2022	Hall Hire		£ 80.00	£ 88,251.32	VH Hire
01/03/2022	Hall Deposit Return	£ 50.00		£ 88,201.32	VH Deposit
01/03/2022	Hall Deposit Return	£ 50.00		£ 88,151.32	VH Deposit
02/03/2022	Hall Hire		£ 100.00	£ 88,251.32	VH Hire
03/03/2022	Hall Hire		£ 31.25	£ 88,282.57	VH Hire
03/03/2022	Churches Fire	£ 188.72		£ 88,093.85	VH maintenance
03/03/2022	West and West Ltd	£ 8,884.78		£ 79,209.07	Ashland Meeting Place Build
07/03/2022	Microsoft	£ 11.28		£ 79,197.79	ICT
08/03/2022	Hall Hire		£ 37.50	£ 79,235.29	VH Hire
08/03/2022	Hall Deposit Return	£ 50.00		£ 79,185.29	VH Deposit
08/03/2022	Hall Deposit Return	£ 100.00		£ 79,085.29	VH Deposit
09/03/2022	Expenses (Peter Barnes)	£ 50.00		£ 79,035.29	Admin
09/03/2022	CVS	£ 839.97		£ 78,195.32	Salaries
09/03/2022	Scribe	£ 1,153.20		£ 77,042.12	Admin
09/03/2022	AC Electrical MK	£ 392.65		£ 76,649.47	VH maintenance
09/03/2022	Fasthosts	£ 6.34		£ 76,643.13	ICT
10/03/2022	Lidl (Cleaning Products)	£ 8.79		£ 76,634.34	VH maintenance
10/03/2022	Wilko (Cleaning Products)	£ 8.60		£ 76,625.74	VH maintenance
11/03/2022	Tesco Mobile Top Up	£ 10.00		£ 76,615.74	ICT
11/03/2022	British Gas (Electric)	£ 60.32		£ 76,555.42	VH utilities
14/03/2022	Zoro (Paper Towels)	£ 31.98		£ 76,523.44	VH maintenance
14/03/2022	EE Broadband	£ 33.44		£ 76,490.00	VH utilities
16/03/2022	Covering All	£ 14.98		£ 76,475.02	Admin
16/03/2022	Executive Retail	£ 37.94		£ 76,437.08	Admin
16/03/2022	British Gas (Electric)	£ 1,448.41		£ 74,988.67	AMP utilities
17/03/2022	Hall Deposit		£ 100.00	£ 75,088.67	VH Deposit
18/03/2022	Hygiene Supplies	£ 386.32		£ 74,702.35	AMP maintenance
22/03/2022	Anglian Water	£ 105.24		£ 74,597.11	VH utilities
23/03/2022	Fasthosts	£ 12.00		£ 74,585.11	ICT
24/03/2022	MK Council Finance		£ 300.00	£ 74,885.11	MKC Grant
25/03/2022	Hygiene Supplies		£ 28.43	£ 74,913.54	AMP maintenance
25/03/2022	British Gas (Gas)	£ 142.32		£ 74,771.22	VH utilities
28/03/2022	Hall Hire		£ 75.00	£ 74,846.22	VH Hire
28/03/2022	DNH Contracts	£ 103.30		£ 74,742.92	Dog Bin Emptying
28/03/2022	Weebly	£ 112.46		£ 74,630.46	ICT
28/03/2022	Amazon	£ 16.71		£ 74,613.75	AMP maintenance
28/03/2022	Amazon	£ 18.89		£ 74,594.86	AMP maintenance
28/03/2022	Amazon	£ 11.11		£ 74,583.75	AMP maintenance
28/03/2022	Amazon	£ 10.38		£ 74,573.37	AMP maintenance
28/03/2022	Amazon	£ 28.79		£ 74,544.58	AMP maintenance
28/03/2022	Amazon	£ 2.39		£ 74,542.19	AMP maintenance
28/03/2022	Amazon	£ 6.60		£ 74,535.59	AMP maintenance
28/03/2022	Amazon	£ 29.82		£ 74,505.77	AMP maintenance
29/03/2022	Amazon	£ 20.61		£ 74,485.16	AMP maintenance
29/03/2022	Keysigns UK	£ 21.84		£ 74,463.32	AMP maintenance
30/03/2022	Hall Deposit		£ 100.00	£ 74,563.32	VH Deposit
30/03/2022	Transfer to S106 Account	£ 833.53		£ 73,729.79	Bank Transfer
30/03/2022	West and West Ltd	£ 639.84		£ 73,089.95	Ashland Meeting Place Build
30/03/2022	DNH Contracts	£ 129.12		£ 72,960.83	Dog Bin Emptying

Payments between 1st April 2022 and 30th April 2022

3 May 2022 (2022 - 2023)

Simpson and Ashland Parish Council PAYMENTS LIST

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1	MP Construction	01/04/2022		Current Account		Materials for Decking	Arnold Laver & Co Ltd	S	4,200.00	840.00	5,040.00
2	Memberships	04/04/2022		Current Account		Community Impact Bucks Subs	Community Impact Bucks	S	54.17	10.83	65.00
3	Admin and expenses	04/04/2022		Current Account		Postage	Post Office	E	2.69		2.69
6	ICT	06/04/2022		Current Account		Microsoft 365 Business Subscri	Microsoft	S	9.40	1.88	11.28
7	VH utilities	08/04/2022		Current Account		British Gas Electricity SVH	British Gas	L	55.57	2.78	58.35
11	ICT	11/04/2022		Current Account		Fasthosts Support Service	Fasthosts	S	5.28	1.06	6.34
13	VH utilities	11/04/2022		Current Account		EE - SVH Broadband	EE	Z	33.44		33.44
12	Salaries	19/04/2022		Current Account		CVS - salaries	CVS	Z	860.77		860.77
14	VH deposit	19/04/2022		Current Account		Village Hall Invoice	Emma Jones	E	100.00		100.00
4	MP Construction	19/04/2022		Current Account		Labour for AMP	Connect Contracts (UK) Ltd	S	465.00	93.00	558.00
5	MP Construction	19/04/2022		Current Account		Bifold Doors	Bedford Bi-folds Ltd	S	3,246.02	649.20	3,895.22
8	Admin and expenses	22/04/2022		Current Account		BMKALC	BMKALC	Z	65.00		65.00
9	Memberships	22/04/2022		Current Account		BMKALC	BMKALC	Z	226.14		226.14
10	ICT	27/04/2022		Current Account		Fasthosts Web Hosting	Fasthosts	S	10.00	2.00	12.00
15	VH utilities	28/04/2022		Current Account		Gas Bill SVH	British Gas	L	88.54	4.43	92.97
Total									9,422.02	1,605.18	11,027.20

To note that the payments list is in two formats as the accounts have moved from excel in 2021/22 to Scribe in 2022/23.

Financial Summary for 2022/21

Simpson & Ashland PC - Financial Summary

31/03/2022

Category	Budget	Actual	EOY Projection
Income			
Precept (2% increase on 2020/21)	£ 56,900.00	£ 56,900.00	
MKC Grant income	£ -	£ 500.00	
Village Hall hire	£ 4,000.00	£ 2,232.50	
Village Hall Deposits	£ -	£ 800.00	
VAT reclaim	£ 1,500.00	£ 4,009.84	
Other Grants	£ -	£ 5,700.00	
Total income	£ 62,400.00	£ 70,142.34	

Expenditure

Admin and expenses	£2,000.00	£ 1,521.98	
ICT	£1,000.00	£ 764.72	
Audit	£750.00	£ 900.00	
Dog bin cleaning	£2,200.00	£ 1,472.00	
Insurance	£1,800.00	£ 2,913.11	Increase in cost to c
Memberships/Subs	£450.00	£ 430.11	
Newsletter	£2,500.00	£ 2,126.40	
Salaries	£18,000.00	£ 7,026.26	
Community Involvement Resource	£1,000.00	£ 17.00	
Climate Change Initiatives	£3,000.00	£ -	
Community events	£4,000.00	£ -	
Community projects	£4,000.00	£ 1,023.00	
Youth Focussed Activities	£4,000.00	£ 1,000.00	
Village Hall maintenance	£3,000.00	£ 6,755.73	New Boiler
Village Hall utilities	£2,800.00	£ 1,906.43	
Village Hall Deposit Return	£0.00	£ 650.00	
Meeting Place Maintenance	£1,000.00	£ 525.03	
Meeting Place Utilities	£2,000.00	£ 1,720.27	
Devolved Services		£ -	
Donations	£3,300.00	£ 489.11	
Purchase of asset	£2,000.00	£ -	
Ashland Meeting Place Costs	£0.00	£ 30,541.21	
Total expenses	£58,800.00	£ 61,782.36	

Surplus/Deficit	£ 3,600.00	£ 8,359.98	£ -
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Contribution to devolution	£ -
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Reserves	Actual 31/03/2022
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Bank accounts	£152,659.73
Current account	72,960.83
Savings account	79,698.90
S106	0.00

Earmarked reserves

Devolved services	£50,000.00
Village Hall maintenance	£30,000.00
Election costs	£5,000.00

Ashland meeting place costs	£45,000.00
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General reserves	£ 22,659.73
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DELEGATED DECISIONS

Period Covered: 29th January 2022 – 30th April

Decisions related to the following matters were made under the Council's Scheme of Delegated Powers.

1. Equipment and cleaning supplies were bought from Hygiene Supplies online for Ashland Lakeside totalling £386.
2. Equipment for Ashland Lakeside was bought from Amazon totalling £145.30.
3. It was decided to grant Alarum Productions (a non-profit organisation) free hire of Simpson Village Hall on 20th May to show their theatre production 'I Dig Canals' for local residents.