



Village Hall, Arford Road, Headley, Bordon, Hampshire, GU35 8LJ
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www.headleyparish.com

6th May 2025

Dear Councillor

You are hereby summoned to attend a meeting of Full Council at the Village Hall, Arford Road, Headley on **Monday 12th May 2025 at 7.30pm.**

Yours sincerely

Rachel Audsley

Rachel Audsley
Clerk & Executive Officer

AGENDA

1. Election of Chairman & Declaration of Acceptance of Office

2. Election of Vice Chairman

3. Apologies for absence

4. Public Participation

An open session for members of the public and Councillors to propose items for discussion on a future Agenda, raise questions* on Parish Council matters and to express their point of view on items for discussion on this Agenda**. Session limited to 15 minutes, 3 minutes per speaker.

5. Declaration of Interests

To receive declarations of disclosable pecuniary interests and other interests from Councillors on matters to be considered at the meeting.

The disclosure must include the nature of the interest. If you become aware, during the course of a meeting, of an interest that has not been disclosed under this item you must immediately disclose it. Whether you can remain in the meeting and the extent to which you can participate depends on the type of interest you have.

6. Chairman's Report

7. To note and approve (previously circulated) Terms of Reference (TOR) for the following committees and working groups:

- Planning Committee
- Finance & Policy Panel
- Pavilion and Playing Fields Working Party
- Arford Common & Headley Hill Woods

- Stanford Land
- Parish Enhancement Group
- Community Resilience Plan

8. Appointment of the Planning Committee, Finance & Policy Panel, Pavilion & Playing Fields Working Party, Arford Common & Headley Hill Woods Warden, Stanford Land Warden and the Parish Enhancement Group, Community Resilience Plan.

9. Election of Chairman and Vice Chairman of the Planning Committee

9. Council Minutes

To confirm the minutes of the last meeting of Full Council held on 14th April 2025.

10. Committee Minutes To receive the minutes of the Planning Committee held on 8th May 2025.

11. Confirmation of appointment of Representatives to Outside Bodies 2025/26 (attached)

12. Hampshire County Council matters

- To receive the County Councillor's Report
- To note any Highways Orders for information

13. East Hampshire District Council

To receive the District Councillor's Report

14. Council Representatives

To receive any important reports from Council representatives

15. Financial matters

- To receive and sign as approved bank reconciliations for March 2025 and accompanying Trial Balances.
- To receive and approve the list of payments, including credit card payments for April 2025.
- To receive and approve the list of receipts for April 2025.
- To receive and approve income and expenditure for April 2025.
- To note any payments made outside of meetings under the Scheme of Delegation.
- To approve Earmarked Reserve movements for 2024/2025
- To receive the Internal Auditor's report for 2024/25.
- To note 2025/26 new Internal Auditor arranged with introductory meeting scheduled to set timetables for visits for 2025/26 audits.

16. Annual Governance and Accountability Return for year ended 31st March 2025

- To note the Annual Internal Auditor Report (previously circulated)
- To review and if appropriate, approve and sign the Annual Governance Statement to be included in the Annual Governance and Accountability Return for the year ended 31st March 2025.
- To review and if appropriate, approve and sign the Accounting Statements 2024/25 to be included in the Annual Governance and Accountability Return for the year ended 31st March 2025.

d. To review and if appropriate, approve and sign the bank reconciliation and explanation of account variances to be submitted to the External Auditors with the Annual Governance and Accountability Return for the year ended 31st March 2025.

e. To note the Exercise of Public Rights (as previously circulated) to be Monday 9th June to Friday 18th July 2025.

17. Internal Council matters

- a. To review and adopt the Standing Orders
- b. To review and adopt the Financial Regulations
- c. To review insurance renewal.
- d. HALC advice on devolution change planning.
- e. Review of Insurance requirements against quotation for 2025/26 cover.

18. Open Space & Sport

- a. Headley village fete 13th September 2025.
- b. To consider upgrading the vandalised vehicle barrier at Headley Pavilion and Playing Fields.

19. Pavilion

To receive an update on the Pavilion and consider recommendations from the Working Party.

- a. To note Flint Construction Ltd as pavilion contractor and funding streams.
- b. To note a recommendation to freeze both Tennis and Council contributions to Tennis Court surfacing for 2025.
- c. To note temporary license for Cricket Club fees to be made toward retention of pitch and storage facilities.

All minutes are draft until ratified by the Council at the next meeting

HEADLEY PARISH COUNCIL

Minutes of the Full Council Meeting of the Parish Council held on Monday 14th April 2025 at the Village Hall, Arford Road, Headley.

Present:

Cllr Anthony Williams

Cllr Deborah Chamberlain

Cllr Tony Williamson

Cllr Peter Ellens

Cllr Stephen Thair

Cllr Mark Johnson

Cllr Sally Laker

Cllr Paul Tansley

In attendance: Mrs Rachel Audsley (Clerk & Executive Officer)

C270/24 **Apologies for Absence**
Apologies were accepted for Cllr Bettin and Cllr Johnson

C271/24 **Public Participation**
None present.

C272/24 **Declaration of Interests**
None declared.

C273/24 **Council Minutes**
RESOLVED: To confirm the Minutes of the Full Council meeting held on 10th March 2025.

RESOLVED: Cllrs Merrit, Thair and Dickens would look further into gov.uk domain names and forward recommendations to council. In relation to C258/24.

C274/24 **Committee Minutes**
RESOLVED: To confirm receipt of the minutes of the Planning Committee held on 7th April 2025.

C275/24 **Chairman's Report**
The Chairman noted that he had responded personally to the Central Government consultation on Devolution proposals and asked if other members had done the same.

It was noted that The Royal British Legion Supper and Skittles evening is due to take place on Friday 23rd May and all are encouraged to attend if available and spread the word of this super evening.

C276/24 **Hampshire County Council Matters**

All minutes are draft until ratified by the Council at the next meeting

- a. The County Councillor's Report was received and is attached to these minutes.
- b. No Highways Orders received.

C277/24 **East Hants District Council**

Cllr Williams report had been previously circulated and is attached to these Minutes.

C278/24 **Council Representatives**

Headley Village Green

Four new fruit trees have been planted, and ten new tree guards have been installed.

Village Hall

The Spring Fair was successful with large number of visitors despite the weather.

River Way Trust

Following the recent pollution incident at Camelsdale Haslemere, the Environmental Agency are continuing to investigate the source.

Financial matters

C279/24 **Bank Reconciliations as at 28th February 2025**

RESOLVED: Members received and approved the bank reconciliations as at 28th February 2025.

C280/24 **Payments (including credit card payments) for March 2025**

RESOLVED: Members received and approved the payments (including credit card payments) for March 2025 consisting of 35 transactions totalling £21,564.53.

C281/24 **Receipts for March 2025**

RESOLVED: Members received and approved the receipts for March 2025.

C282/24 **Income & Expenditure against budget for the period to 31st March 2025.**

RESOLVED: To approve the income and expenditure against budget report as at 31st March 2025.

Cllr Williams ran through the current earmarked reserves (EMR) to explain some of the movements within the accounts. These will be reviewed at the next meeting.

C283/24 **To note any payments made outside of meetings under the Scheme of Delegation.**

None.

However, it was noted and agreed that an additional £250 legal fees will need to be incurred for Land Registry purposes for the registration of the Pavilion.

All minutes are draft until ratified by the Council at the next meeting

C284/24 To confirm no member has a conflict of interest with our External Auditor BDO LLP.
RESOLVED: It was noted that no members have a conflict of interest with our External Auditor BDO.

Internal Council Matters

C285/24 Annual Parish Meeting – to review format.
RESOLVED: To approach Greg Stafford for guest speaker to hear about his first year in Parliament or Headley CAN. It was agreed to follow with refreshments after the formal meeting.

Open Spaces & Sport

C286/24 To review Corne Corner signage position.
RESOLVED: Approved by all those present to permit two Corne Corner signs adhering to the conditions recommended by Hampshire Highways on location.

C287/24 Quad bike usage at Arford Common.
RESOLVED: Due to increased reports of usage, it was agreed that two updated signs should be erected detailing prohibiting usage of vehicles and horses. Cllrs Dickens and Bettin to audit the common and identify areas whereby quad bikes can enter the common and arrange for logs to be placed to deter entry points.

C288/24 To consider quotation for Mark Welby Arborcultural Tree Survey.
RESOLVED: To accept Mark Welby's quote for £1175 to cover all trees on HPC land.

C289/24 To confirm use of Village Green for Tricketts funfair.
RESOLVED: It was agreed to permit use of the Village Green 4th to 11th August 2025, upon condition that the Parish Council reserves the right to refuse entry if exceptionally wet and the fair to pay any reinstatement costs for any damage to the surface.

C290/24 To review protection and enhancement of HPC owned land 'The Pound' on the corner of Crabtree Gardens.
RESOLVED: It was agreed by all those present to the erection of protective posts to stop trespass and parking of construction vehicles, and to plant a tree. It was agreed to request the Village Enhancement Group audit HPC owned land and provide recommendations for further enhancement and protection around the Parish.

C291/24 To consider request for memorial tree on Village Green.
RESOLVED: It was agreed to plant a tree in principle, following the Tree Survey and subject to location and variety. The Clerk to ask the requestor for their preferred three species and if any plaque would be required. This will be considered at a future meeting of the Council.

Pavilion & Playing Fields

All minutes are draft until ratified by the Council at the next meeting

C292/24

To receive an update and consider Working Party recommendations.

RESOLVED: A general update was given around the commencement of the project, the clubs removal of belongings, the new storage containers, cycle hoops and temporary toilets for clubs.

Cllr Merrit had previously circulated a communication bulletin that would become a monthly update at council meetings and posted on the website, noticeboard by the Pavilion and Headley Down going forward.

There being no further business the meeting closed at 9.05pm.

Signed.....Date.....

Account Number Order

| <u>A/c Code</u> | <u>Account Name</u> | <u>Centre</u> | <u>Centre Name</u> | <u>Debit</u> | <u>Credit</u> |
|-----------------|--------------------------------|---------------|-----------------------|--------------|---------------|
| 105 | VAT Control A/c | | | 1,643.88 | |
| 200 | Current Bank & Reserve A/c | | | 6,498.88 | |
| 203 | Direct Reserve | | | 43,978.88 | |
| 204 | CCLA Deposit | | | 114,559.63 | |
| 206 | Unity Trust | | | 718.60 | |
| 207 | Nationwide Building Society | | | 82,630.53 | |
| 208 | Unity Trust Instant | | | 86,282.32 | |
| 310 | General Reserves | | | | 44,978.24 |
| 321 | Election Fund | | | | 5,000.00 |
| 322 | Christmas Tree Lights | | | | 1,837.90 |
| 323 | Land Purchase | | | | 30,000.00 |
| 324 | Devolution of Services | | | | 2,000.00 |
| 325 | CIL Payments | | | | 100,570.63 |
| 327 | Nodwood S106 | | | | 2,289.00 |
| 328 | Pension Deficit | | | | 10,000.00 |
| 331 | Deposits Held | | | | 40.00 |
| 332 | Tennis Court Repairs/Renewals | | | | 3,400.00 |
| 334 | Pavilion Maintenance | | | | 23,011.88 |
| 335 | War Memorial | | | | 1,810.00 |
| 336 | Field 6 Refurbishment | | | | 29,000.00 |
| 337 | Mill Lane Playground Refurbish | | | | 12,405.11 |
| 340 | Headley Hill Woods | | | | 9,525.00 |
| 344 | Pavilion Refurbishment | | | | 2,000.00 |
| 345 | Petanque Club | | | | 20,000.00 |
| 505 | Allotments Charity Fund | | | | 12,088.92 |
| 1076 | Precept | 100 | Income Council | | 167,000.00 |
| 1090 | Bank Interest | 100 | Income Council | | 10,652.60 |
| 1104 | SLR contributions | 100 | Income Council | | 472.48 |
| 1106 | CIL Receipts | 100 | Income Council | | 6,369.84 |
| 1150 | S.106 Contribution | 100 | Income Council | | 31,410.16 |
| 1158 | Football Clubs | 200 | Income OS & S | | 3,059.90 |
| 1160 | Tennis Club | 200 | Income OS & S | | 1,548.00 |
| 1164 | Other Income | 200 | Income OS & S | | 5,679.96 |
| 1169 | Bowling Club | 200 | Income OS & S | | 94.25 |
| 1170 | Cricket Club | 200 | Income OS & S | | 352.50 |
| 1301 | Allotment Income | 301 | Allotment Association | | 2,371.00 |
| 4000 | Salaries | 103 | Staffing Costs | 51,992.66 | |
| 4002 | HPC NI Contribution | 103 | Staffing Costs | 3,733.88 | |
| 4003 | Superannuation | 103 | Staffing Costs | 10,262.87 | |
| 4011 | Councillors MMA/Expenses | 101 | Administration | 32.40 | |
| 4015 | Christmas Lights Maintenance | 101 | Administration | 92.00 | |
| 4019 | Bank Charges | 101 | Administration | 492.45 | |

Account Number Order

| <u>A/c Code</u> | <u>Account Name</u> | <u>Centre</u> | <u>Centre Name</u> | <u>Debit</u> | <u>Credit</u> |
|-----------------|--------------------------------|---------------|--------------------|--------------|---------------|
| 4021 | Insurance | 101 | Administration | 3,145.27 | |
| 4022 | Legal Fees | 101 | Administration | 2,276.45 | |
| 4023 | Councillor Training & Seminars | 101 | Administration | 368.22 | |
| 4024 | Subscriptions | 101 | Administration | 1,596.25 | |
| 4025 | Grants Agreed | 101 | Administration | 8,045.00 | |
| 4026 | Meeting Room Hire | 101 | Administration | 393.75 | |
| 4035 | Parish Office Rent | 102 | Parish Office | 5,860.20 | |
| 4037 | Electricity | 102 | Parish Office | 1,379.02 | |
| 4038 | Telephone & Internet | 102 | Parish Office | 831.18 | |
| 4040 | Stationery | 102 | Parish Office | 360.13 | |
| 4041 | Postage | 102 | Parish Office | 46.60 | |
| 4042 | Photocopying | 102 | Parish Office | 272.34 | |
| 4043 | Office Maintenance | 102 | Parish Office | 641.05 | |
| 4047 | Admin Contingency | 101 | Administration | 1,248.60 | |
| 4048 | IT Support & Licences | 101 | Administration | 1,938.01 | |
| 4064 | Chairman's Expenses | 101 | Administration | 200.00 | |
| 4066 | SLR Deployments | 101 | Administration | 1,535.56 | |
| 4076 | Online Digital Mapping | 101 | Administration | 240.00 | |
| 4080 | Liphook Road Allotment Hedge | 201 | Expenditure OS & S | 222.00 | |
| 4081 | Village Green | 201 | Expenditure OS & S | 1,702.00 | |
| 4086 | Bowling Green | 201 | Expenditure OS & S | 2,038.00 | |
| 4087 | Bowling HPC | 201 | Expenditure OS & S | 110.00 | |
| 4090 | Cricket | 201 | Expenditure OS & S | 2,170.00 | |
| 4091 | Cricket Open Space | 201 | Expenditure OS & S | 2,382.00 | |
| 4092 | Football | 201 | Expenditure OS & S | 2,684.32 | |
| 4093 | Football Open Space | 201 | Expenditure OS & S | 2,967.00 | |
| 4094 | Land Rental | 201 | Expenditure OS & S | 2,875.00 | |
| 4095 | New Football Pitches | 201 | Expenditure OS & S | 290.64 | |
| 4096 | Tennis | 201 | Expenditure OS & S | 288.00 | |
| 4097 | Standford Green | 201 | Expenditure OS & S | 252.00 | |
| 4098 | Other Grass Cutting | 201 | Expenditure OS & S | 166.00 | |
| 4105 | Play Equipment Maintenance | 201 | Expenditure OS & S | 3,303.50 | |
| 4110 | Litter & Refuse Collections | 201 | Expenditure OS & S | 2,984.76 | |
| 4113 | Village Repairs & Enhancements | 201 | Expenditure OS & S | 125.85 | |
| 4129 | Arford Common | 201 | Expenditure OS & S | 600.00 | |
| 4130 | Tree Maintenance | 201 | Expenditure OS & S | 1,396.20 | |
| 4149 | Field 6 Refurbishment | 201 | Expenditure OS & S | 12,758.51 | |
| 4158 | Football Pitches End Season | 201 | Expenditure OS & S | 2,370.00 | |
| 4164 | Headley Hill Woods | 201 | Expenditure OS & S | 195.00 | |
| 4172 | Pavilion Refurbishment | 201 | Expenditure OS & S | 64,851.72 | |
| 4173 | Mill Lane Overheads | 201 | Expenditure OS & S | 2,618.17 | |
| 4176 | Allotment Pond | 201 | Expenditure OS & S | 14,403.37 | |

Account Number Order

| <u>A/c Code</u> | <u>Account Name</u> | <u>Centre</u> | <u>Centre Name</u> | <u>Debit</u> | <u>Credit</u> |
|-------------------------------|--------------------------------|---------------|-----------------------|-------------------|-------------------|
| 4179 | Bowling Green Cabin | 201 | Expenditure OS & S | 6,834.03 | |
| 4183 | War Memorial Cleaning | 201 | Expenditure OS & S | 290.00 | |
| 4501 | Allotment Expenditure | 301 | Allotment Association | 2,557.69 | |
| 5308 | Allotment Deposits | 308 | Allotment Deposits | | 225.00 |
| 5309 | Allotment Deposits Retained | 308 | Allotment Deposits | | 100.00 |
| 6000 | Transfer from Earmarked Reserv | 201 | Expenditure OS & S | | 43,290.00 |
| 6001 | Transfer to Earmarked Reserv | 100 | Income Council | 15,850.00 | |
| Trial Balance Totals : | | | | 582,582.37 | 582,582.37 |
| Difference | | | | 0.00 | |

Headley Parish Council 2024/2025

Bank - Cash and Investment Reconciliation as at 31 March 2025

Confirmed Bank & Investment Balances

Bank Statement Balances

| | | |
|------------|-----------------------------|------------|
| 31/03/2025 | Nat West Current A/c | 6,498.88 |
| 31/03/2025 | Direct Reserve | 43,978.88 |
| 31/03/2025 | CCLA Deposit | 114,559.63 |
| 31/03/2025 | Credit Card | 0.00 |
| 31/03/2025 | Unity Trust Bank | 718.60 |
| 31/03/2025 | Nationwide Building Society | 82,630.53 |
| 31/03/2025 | Unity Trust Instant | 86,282.32 |

334,668.84

Receipts not on Bank Statement

0.00

Closing Balance

334,668.84

All Cash & Bank Accounts

| | | |
|---|---------------------------------------|-------------------|
| 1 | Current Bank & Reserve A/c | 6,498.88 |
| 3 | Direct Reserve | 43,978.88 |
| 4 | CCLA Deposit | 114,559.63 |
| 5 | Credit Card | 0.00 |
| 6 | Unity Trust | 718.60 |
| 7 | Nationwide Building Society | 82,630.53 |
| 8 | Unity Trust Instant | 86,282.32 |
| | Other Cash & Bank Balances | 0.00 |
| | Total Cash & Bank Balances | 334,668.84 |

Detailed Income & Expenditure by Budget Heading 30/04/2025

Cost Centre Report

| | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| <u>100</u> <u>Income Council</u> | | | | | | | |
| 1076 Precept | 88,250 | 176,500 | 88,250 | | | 50.0% | |
| 1090 Bank Interest | 563 | 5,000 | 4,437 | | | 11.3% | |
| 1104 SLR contributions | (295) | 0 | 295 | | | 0.0% | |
| Income Council :- Income | 88,518 | 181,500 | 92,982 | | | 48.8% | 0 |
| Net Income | 88,518 | 181,500 | 92,982 | | | | |
| 6001 less Transfer to Earmarked Reserv | 15,850 | 0 | (15,850) | | | | |
| Movement to/(from) Gen Reserve | 72,668 | 181,500 | 108,832 | | | | |
| <u>101</u> <u>Administration</u> | | | | | | | |
| 4011 Councillors MMA/Expenses | 0 | 200 | 200 | | 200 | 0.0% | |
| 4015 Christmas Lights Maintenance | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| 4016 Advertising | 0 | 200 | 200 | | 200 | 0.0% | |
| 4018 Audit Fee | 0 | 1,200 | 1,200 | | 1,200 | 0.0% | |
| 4019 Bank Charges | 42 | 550 | 508 | | 508 | 7.6% | |
| 4020 Books & Publications | 0 | 100 | 100 | | 100 | 0.0% | |
| 4021 Insurance | 0 | 3,500 | 3,500 | | 3,500 | 0.0% | |
| 4022 Legal Fees | 0 | 1,500 | 1,500 | | 1,500 | 0.0% | |
| 4023 Councillor Training & Seminars | 0 | 450 | 450 | | 450 | 0.0% | |
| 4024 Subscriptions | 1,291 | 2,000 | 709 | | 709 | 64.5% | |
| 4025 Grants Agreed | 0 | 10,175 | 10,175 | | 10,175 | 0.0% | |
| 4026 Meeting Room Hire | 0 | 700 | 700 | | 700 | 0.0% | |
| 4047 Admin Contingency | 351 | 1,500 | 1,149 | | 1,149 | 23.4% | |
| 4048 IT Support & Licences | 422 | 1,800 | 1,378 | | 1,378 | 23.4% | |
| 4064 Chairman's Expenses | 0 | 200 | 200 | | 200 | 0.0% | |
| 4066 SLR Deployments | 0 | 900 | 900 | | 900 | 0.0% | |
| 4067 Community Engagement | 0 | 500 | 500 | | 500 | 0.0% | |
| 4075 Parish Website Development | 0 | 200 | 200 | | 200 | 0.0% | |
| 4076 Online Digital Mapping | 0 | 300 | 300 | | 300 | 0.0% | |
| 4077 PWLB repayment | 0 | 20,000 | 20,000 | | 20,000 | 0.0% | |
| Administration :- Indirect Expenditure | 2,106 | 46,975 | 44,869 | 0 | 44,869 | 4.5% | 0 |
| Net Expenditure | (2,106) | (46,975) | (44,869) | | | | |
| <u>102</u> <u>Parish Office</u> | | | | | | | |
| 4035 Parish Office Rent | 0 | 6,500 | 6,500 | | 6,500 | 0.0% | |
| 4037 Electricity | 157 | 1,600 | 1,443 | | 1,443 | 9.8% | |
| 4038 Telephone & Internet | 63 | 750 | 687 | | 687 | 8.4% | |
| 4039 Fire Extinguishers | 0 | 300 | 300 | | 300 | 0.0% | |

Detailed Income & Expenditure by Budget Heading 30/04/2025

Cost Centre Report

| | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|--|------------------------|-----------------------|--------------------------|--------------------------|--------------------|---------------|-------------------------|
| 4040 Stationery | 0 | 200 | 200 | | 200 | 0.0% | |
| 4041 Postage | 0 | 50 | 50 | | 50 | 0.0% | |
| 4042 Photocopying | 20 | 300 | 280 | | 280 | 6.7% | |
| 4043 Office Maintenance | 0 | 600 | 600 | | 600 | 0.0% | |
| Parish Office :- Indirect Expenditure | 240 | 10,300 | 10,060 | 0 | 10,060 | 2.3% | 0 |
| Net Expenditure | (240) | (10,300) | (10,060) | | | | |
| <u>103 Staffing Costs</u> | | | | | | | |
| 4000 Salaries | 3,109 | 57,342 | 54,233 | | 54,233 | 5.4% | |
| 4002 HPC NI Contribution | 0 | 6,353 | 6,353 | | 6,353 | 0.0% | |
| 4003 Superannuation | 0 | 12,272 | 12,272 | | 12,272 | 0.0% | |
| 4004 Staff Mileage | 0 | 300 | 300 | | 300 | 0.0% | |
| 4005 Staff training | 0 | 800 | 800 | | 800 | 0.0% | |
| 4007 Eye Tests | 0 | 40 | 40 | | 40 | 0.0% | |
| Staffing Costs :- Indirect Expenditure | 3,109 | 77,107 | 73,998 | 0 | 73,998 | 4.0% | 0 |
| Net Expenditure | (3,109) | (77,107) | (73,998) | | | | |
| <u>200 Income OS & S</u> | | | | | | | |
| 1156 Village Green Hire | 0 | 300 | 300 | | | 0.0% | |
| 1158 Football Clubs | 0 | 1,342 | 1,342 | | | 0.0% | |
| 1160 Tennis Club | (24) | 1,572 | 1,596 | | | (1.5%) | |
| 1169 Bowling Club | (414) | 768 | 1,182 | | | (53.9%) | |
| 1170 Cricket Club | 0 | 851 | 851 | | | 0.0% | |
| Income OS & S :- Income | (438) | 4,833 | 5,271 | | | (9.1%) | 0 |
| Net Income | (438) | 4,833 | 5,271 | | | | |
| <u>201 Expenditure OS & S</u> | | | | | | | |
| 4080 Liphook Road Allotment Hedge | 0 | 222 | 222 | | 222 | 0.0% | |
| 4081 Village Green | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| 4086 Bowling Green | 0 | 3,070 | 3,070 | | 3,070 | 0.0% | |
| 4087 Bowling HPC | 0 | 364 | 364 | | 364 | 0.0% | |
| 4090 Cricket | 0 | 4,000 | 4,000 | | 4,000 | 0.0% | |
| 4091 Cricket Open Space | 0 | 2,336 | 2,336 | | 2,336 | 0.0% | |
| 4092 Football | 0 | 6,000 | 6,000 | | 6,000 | 0.0% | |
| 4093 Football Open Space | 0 | 3,022 | 3,022 | | 3,022 | 0.0% | |
| 4094 Land Rental | 0 | 2,875 | 2,875 | | 2,875 | 0.0% | |
| 4095 New Football Pitches | 0 | 4,000 | 4,000 | | 4,000 | 0.0% | |
| 4096 Tennis | 0 | 288 | 288 | | 288 | 0.0% | |

Detailed Income & Expenditure by Budget Heading 30/04/2025

Cost Centre Report

| | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| 4097 Stanford Green | 0 | 371 | 371 | | 371 | 0.0% | |
| 4098 Other Grass Cutting | 0 | 169 | 169 | | 169 | 0.0% | |
| 4105 Play Equipment Maintenance | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| 4110 Litter & Refuse Collections | 0 | 3,700 | 3,700 | | 3,700 | 0.0% | |
| 4113 Village Repairs & Enhancements | 0 | 2,000 | 2,000 | | 2,000 | 0.0% | |
| 4116 Bus Shelter Maintenance | 0 | 500 | 500 | | 500 | 0.0% | |
| 4129 Arford Common | 0 | 2,500 | 2,500 | | 2,500 | 0.0% | |
| 4130 Tree Maintenance | 0 | 3,500 | 3,500 | | 3,500 | 0.0% | |
| 4132 Priority Footpath Maintenance | 0 | 500 | 500 | | 500 | 0.0% | |
| 4164 Headley Hill Woods | 0 | 1,000 | 1,000 | | 1,000 | 0.0% | |
| 4170 Community Planting Scheme | 0 | 500 | 500 | | 500 | 0.0% | |
| 4173 Mill Lane Overheads | 0 | 3,000 | 3,000 | | 3,000 | 0.0% | |
| Expenditure OS & S :- Indirect Expenditure | 0 | 47,917 | 47,917 | 0 | 47,917 | 0.0% | 0 |
| Net Expenditure | 0 | (47,917) | (47,917) | | | | |
| 301 Allotment Association | | | | | | | |
| 1301 Allotment Income | 60 | 0 | (60) | | | 0.0% | |
| Allotment Association :- Income | 60 | 0 | (60) | | | | 0 |
| 4501 Allotment Expenditure | 19 | 0 | (19) | | (19) | 0.0% | |
| Allotment Association :- Indirect Expenditure | 19 | 0 | (19) | 0 | (19) | | 0 |
| Net Income over Expenditure | 41 | 0 | (41) | | | | |
| 308 Allotment Deposits | | | | | | | |
| 5308 Allotment Deposits | 100 | 0 | (100) | | | 0.0% | |
| Allotment Deposits :- Income | 100 | 0 | (100) | | | | 0 |
| Net Income | 100 | 0 | (100) | | | | |
| 400 Pavilion Rebuild Receipts | | | | | | | |
| 1401 Pavilion Loan | 209,927 | 210,000 | 74 | | | 100.0% | |
| 1402 Pavilion S106 | 0 | 300,000 | 300,000 | | | 0.0% | |
| 1403 Strategic CIL | 0 | 411,622 | 411,622 | | | 0.0% | |
| 1404 Field 6 Remainder S106 | 0 | 8,441 | 8,441 | | | 0.0% | |
| 1405 S106 Generic Funds | 0 | 15,374 | 15,374 | | | 0.0% | |
| 1412 Football Foundation | 0 | 20,000 | 20,000 | | | 0.0% | |
| Pavilion Rebuild Receipts :- Income | 209,927 | 965,437 | 755,511 | | | 21.7% | 0 |
| Net Income | 209,927 | 965,437 | 755,511 | | | | |

Detailed Income & Expenditure by Budget Heading 30/04/2025

Cost Centre Report

| | Actual Year To Date | Current Annual Bud | Variance Annual Total | Committed Expenditure | Funds Available | % Spent | Transfer to/from EMR |
|---|------------------------|-----------------------|--------------------------|--------------------------|--------------------|--------------|-------------------------|
| 401 Pavilion Rebuild Expenditure | | | | | | | |
| 4201 Demolition and Alterations | 0 | 54,560 | 54,560 | | 54,560 | 0.0% | |
| 4202 Substructure | 0 | 40,625 | 40,625 | | 40,625 | 0.0% | |
| 4203 Frame | 0 | 9,400 | 9,400 | | 9,400 | 0.0% | |
| 4204 Upper Floors | 0 | 2,250 | 2,250 | | 2,250 | 0.0% | |
| 4205 Roof | 0 | 51,265 | 51,265 | | 51,265 | 0.0% | |
| 4206 External Walls | 0 | 30,050 | 30,050 | | 30,050 | 0.0% | |
| 4207 Windows and External Doors | 0 | 35,640 | 35,640 | | 35,640 | 0.0% | |
| 4208 Internal Walls | 0 | 30,085 | 30,085 | | 30,085 | 0.0% | |
| 4209 Internal Doors | 0 | 33,150 | 33,150 | | 33,150 | 0.0% | |
| 4210 Wall Finishes | 0 | 20,840 | 20,840 | | 20,840 | 0.0% | |
| 4211 Floor Finishes | 0 | 41,374 | 41,374 | | 41,374 | 0.0% | |
| 4212 Ceiling Finishes | 0 | 23,080 | 23,080 | | 23,080 | 0.0% | |
| 4213 Fixtures and Fittings | 0 | 61,700 | 61,700 | | 61,700 | 0.0% | |
| 4214 Sanitary Fittings | 0 | 42,000 | 42,000 | | 42,000 | 0.0% | |
| 4215 Mechanical Services | 0 | 91,550 | 91,550 | | 91,550 | 0.0% | |
| 4216 Electrical Services | 0 | 98,875 | 98,875 | | 98,875 | 0.0% | |
| 4217 Builders - Connection Services | 0 | 7,000 | 7,000 | | 7,000 | 0.0% | |
| 4218 External Works and Landscaping | 0 | 55,260 | 55,260 | | 55,260 | 0.0% | |
| 4219 Parking | 0 | 31,500 | 31,500 | | 31,500 | 0.0% | |
| 4220 Water Drainage | 0 | 15,000 | 15,000 | | 15,000 | 0.0% | |
| 4221 Temporary Facilities | 0 | 5,000 | 5,000 | | 5,000 | 0.0% | |
| 4222 Professional Fees | 1,250 | 28,450 | 27,200 | | 27,200 | 4.4% | |
| 4223 Construction Insurance | 6,630 | 0 | (6,630) | | (6,630) | 0.0% | |
| 4224 Utilities | 401 | 0 | (401) | | (401) | 0.0% | |
| 4225 Sundry | 895 | 0 | (895) | | (895) | 0.0% | |
| Pavilion Rebuild Expenditure :- Indirect Expenditure | 9,177 | 808,654 | 799,477 | 0 | 799,477 | 1.1% | 0 |
| Net Expenditure | (9,177) | (808,654) | (799,477) | | | | |
| Grand Totals:- Income | 298,166 | 1,151,770 | 853,604 | | | 25.9% | |
| Expenditure | 14,651 | 990,953 | 976,302 | 0 | 976,302 | 1.5% | |
| Net Income over Expenditure | 283,515 | 160,817 | (122,698) | | | | |
| less Transfer to Earmarked Reserv | 15,850 | 0 | (15,850) | | | | |
| Movement to/(from) Gen Reserve | 267,665 | 160,817 | (106,848) | | | | |

11:48

Current Account

Cash Received between 01/04/2025 and 30/04/2025

| <u>Date</u> | <u>Cash Received from</u> | <u>Receipt No</u> | <u>Receipt Description</u> | <u>Receipt Total</u> |
|-----------------------|-----------------------------|-------------------|----------------------------|--------------------------|
| 11/04/2025 | Direct Reserve | Trfr | Transfer of funds | 4,000.00 |
| 16/04/2025 | Direct Reserve | Trfr | Transfer of funds | 9,000.00 |
| 28/04/2025 | East Hants District Council | | Precept tranche 1 | 88,250.00 |
| 23/04/2025 | Headley Bowling Club | | Pavilion peppercorn rent | 1.00 |
| 11/04/2025 | HM Revenue & Customs | | VAT repayment | 1,643.88 |
| 24/04/2025 | [REDACTED] | | Allotment deposit and rent | 95.00 |
| 01/04/2025 | [REDACTED] | | Allotment rent | 20.00 |
| 15/04/2025 | [REDACTED] | | Allotment deposit and rent | 95.00 |
| Total Receipts | | | | <u>103,104.88</u> |

List of Payments made between 01/04/2025 and 30/04/2025

| <u>Date Paid</u> | <u>Payee Name</u> | <u>Reference</u> | <u>Amount Paid</u> | <u>Authorized Ref</u> | <u>Transaction Detail</u> |
|-----------------------|-------------------------------|------------------|--------------------|-----------------------|-------------------------------|
| 07/04/2025 | British Gas Lite | DD | 196.58 | | Electricity |
| 14/04/2025 | British Gas Lite | DD | 165.01 | | Electricity |
| 15/04/2025 | Nat West | DD | 30.35 | | Bankline |
| 15/04/2025 | Rialtus Business Solutions | BACS | 139.20 | | Make Tax Digital subscription |
| 15/04/2025 | Rialtus Business Solutions | BACS | 243.60 | | Accounts software support |
| 15/04/2025 | Format Extend Ltd | BACS | 1,050.00 | | Pavilion colour consultancy |
| 15/04/2025 | Loos for Dos | BACS | 708.00 | | Temporary toilets |
| 15/04/2025 | Veolia Environmental Services | BACS | 108.43 | | Wheelie bin emptying |
| 15/04/2025 | Headley Village Hall Trustees | BACS | 23.75 | | Hall hire 10/3 |
| 15/04/2025 | Trusted PC Man | BACS | 27.59 | | Domain renewal |
| 17/04/2025 | Clear Insurance Management | BACS | 6,630.31 | | Contractor combined insurance |
| 22/04/2025 | Salaries | SO | 3,109.23 | | April |
| 22/04/2025 | British Gas Lite | DD | 224.87 | | Pavilion electricity |
| 25/04/2025 | Sage UK Ltd | DD | 24.10 | | Payroll support |
| 29/04/2025 | Farnham Tool & Plant Hire | BACS | 22.87 | | Allotment tap valves |
| 29/04/2025 | [REDACTED] | BACS | 50.00 | | Return of allotment deposit |
| 29/04/2025 | A1 Security Systems Ltd | BACS | 269.11 | | Alarm maintenance contract |
| 29/04/2025 | Premier Managed Technologies | BACS | 24.00 | | Photocopying and printing |
| 29/04/2025 | Farnham Tool & Plant Hire | BACS | 37.45 | | Combination padlock |
| 29/04/2025 | Farnham Tool & Plant Hire | BACS | 74.90 | | Combination padlock 2 |
| 29/04/2025 | HALC | BACS | 1,291.00 | | HALC/NALC fees |
| 30/04/2025 | Nat West | DD | 11.55 | | Bank charges |
| 30/04/2025 | Onecom Ltd | DD | 75.71 | | Telephone and internet |
| 30/04/2025 | Credit Card | Trfr | 89.08 | | Credit card payment |
| 30/04/2025 | Timpsons | DD | 11.00 | | Correction on entry |
| Total Payments | | | 14,637.69 | | |