

# WROTHAM PARISH COUNCIL

## MINUTES OF THE PARISH COUNCIL MEETING, HELD ON WEDNESDAY 7<sup>th</sup> August 19 IN THE WROTHAM PAVILION, HIGH STREET, WROTHAM

**Present:** P Gillin (Chairman) H Rayner, C Mills, D Beach, K Denton, M Coffin, Mrs P Parker & Mrs B Jackson

**In Attendance:** Lesley Cox (Clerk and Angela Boulden.

### 1. **Apologies for absence:**

Cllr Betts

### 2. **Attendance Register**

The register was signed and the following declarations of interests noted.

#### All Meetings

Cllr's Gillin, Rayner, Betts, Beach, Denton & Mrs Jackson members of Keep Borough's Green

Cllr Beach member of the St George's Bell Ringers

Cllr Gillin member of Friends of Wrotham & Wrotham Xmas Lights

Cllr Mills chairman of Friends of Wrotham

Cllr's Rayner, Gillin & Mrs Jackson (committee member) members of Friends of St George's

Cllr Rayner member of St George's Church of England Wrotham

Cllr Rayner retired member of the Baltic Exchange Ltd

Cllr Rayner life member of the National Trust

Cllr's Rayner & Beach members of Kent Association of Change Ringers

Cllr Rayner assistant Village Magazine Deliverer

Cllr Rayner life member of the Royal National Lifeboat Institute

Cllr Mrs Jackson member of Wrotham Fireworks

Cllr's Rayner, Gillin, Beach, Denton & Mrs Jackson members of the Campaign for the Protection of Rural England – WPC corporate member

Cllr Gillin committee member of Tonbridge & Malling branch of the Campaign for the Protection of Rural England.

Cllr Coffin firework provider for Wrotham

Cllr Mills Village Magazine Editor

Cllr Betts trustee of Tonbridge & Malling Leisure Trust

Cllr Mills committee member of Wrotham Music Festival

Cllr Mills director of charity, Good Food Matters.

Cllr Rayner Conservative Party Member

Cllr Rayner Member of Tonbridge & Malling Conservative Party Executive & Management Committees

### 3. **Minutes**

The minutes of the meeting held on 3<sup>rd</sup> July 19 were proposed by Cllr Rayner, seconded by Cllr Mills and agreed and signed as a correct record by the Chairman.

### 4. **Reports from PCSO and or Community Warden**

Wrotham

June 2019

#### **Information provided**

by: PCSO Mark Thomas

#### **Crimes of note**

- 1<sup>st</sup> June 19 Theft from Motor vehicle, London road, Pallet of goods
- 9<sup>th</sup> June 19 Criminal damage, Gravesend Road, saplings cut

- 12<sup>th</sup> June 19 Criminal damage, West Street, paint thrown at window
- 21<sup>st</sup> June 19 Theft from motor vehicle, London Road, rear number plate stolen
- 25<sup>th</sup> June 19 Criminal Damage, Randall Hill Road, vehicle keyed

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**Anti-social behaviour and other incidents of note:**

- Noise/annoyance around Battlefields, Pilgrims Way off road bikes in the area. Patrolling the area and once persons are identified section 59's will be issued

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**Items of good work:**

- Nuisance/annoyance rider issued with a community protection warning over use of off road bikes/quads

**5. Public Question Time**

Mrs Boulden was updated on the extent of CCTV coverage of the village and the rationale behind the areas selected.

**6. Nepicar Layby – Stopping Up Order**

Kent County Council Highways Officers have had a re-think on the closure of the Nepicar Layby and are against the loss of a lorry parking facility. Following the meeting on the 15<sup>th</sup> July 19 between Cllr Rayner and Andrew Loosemore the Assistant Direct of Highways where the documents produced by Cllr Gillin on the problems associated with the area and the fact that all the facilities required to service a lorry parking area were removed over 30 years ago. The issue of KCC continuing to permit the anti-social behaviour in the area being unacceptable was discussed, KCC has now agreed to the temporary closure of the layby with concrete blocks. Mr Loosemore was sympathetic to the situation but argued that the transfer of the area to WPC would be final and that the temporary solution would enable KCC to evaluate the situation and assess the effectiveness of the closure. Cllr Rayner has agreed to provide funding from his members grant and it is anticipated that the closure should be in place within the next few months.

**7. Wrotham – Public Toilets**

Cllr Coffin, T&MBC Cabinet Member for Finance informed the meeting that the annual running cost of the toilets would be in the region of 10K. The proposal from Cllr Rayner & seconded by Cllr Gillin to close the toilets but not to dispose of the Freehold was agreed unanimously. A formal letter will be written to the local pubs and the church requesting they consider making their toilet facilities available during normal opening hours without the need for the member of public to make a purchase. The toilet facilities in St George's Hall will be made available for village events. Cllr Gillin to purchase metal doors to secure the building.

Members of WPC have a meeting with Robert Styles and Simon Collard in connection with the toilets on the 5<sup>th</sup> September 19.

**8. Village Streetlights**

The streetlight audit has been completed by Cllr Gillin. The proposal from Cllr Gillin, seconded by Cllr Coffin to cost full replacement of our stock using LED lighting and heritage LED lighting within the conservation area and high-profile areas of the village, was agreed unanimously.

**9. Revised Model Financial Regulations**

It was proposed by Cllr Rayner, seconded by Cllr Denton and agreed unanimously that the document revised as per NALC model regulations be adopted without amendment.

**10. Reports if any from County Cllr and or Borough Cllr**

Borough Councillor Martin Coffin

T&MBC is reviewing its website and Cllr Coffin is a member of the new working party headed by the head of T&MBC IT department. The aim is the to make the site more interesting and including more parish wide information.

Travelling caravans have recently returned to Seal, and may be heading in the direction of Wrotham.

The Planning Application for Rosador, London Road is due to be considered by Area 2 Planning Committee on the 14<sup>th</sup> August 19, Cllr Rayner to speak on behalf of WPC and Cllr Gillin to speak on behalf of CPRE.

County Councillor Harry Rayner

The future of Borough Green Library has been decided by KCC, it will remain open 40 hours a week a loss of only 2 hours and will be fully funded by the County Council.

I am currently working to reduce the lead time on the Wrotham School Puffin crossing during school time due to slow movement of congested traffic.

As Chairman of the Bus Liaison Committee please let me know if you have any issues you wish to raise on the current service.

Parking changes agreed in the parking plan that affects Wrotham are getting nearer to the implementation stage.

In respect of JTB & PPP I currently wear a duel hat as representative of WPC and as a KCC member, there is therefore an available position if anyone else would like to attend.

The new charges at Household Recycling Centres are expected to raise in the region of £1.1M in revenue, KCC has pledged £250K to Borough/District Councils to combat the rise in fly-tipping.

Cllr Coffin raised the outstanding issue of the hazardous damaged metal post on the traffic island outside Wrotham School. The clerk to check the current status of the fault log and pass to Cllr Rayner to follow up.

## **11. Reports from various Committees**

### Grounds

The leaking tap in the Allotments has been replaced. Cllr Gillin to distribute the pictorial list of street light stock. Cllr Beach to investigate interest free finance options for upgrading to LED lighting.

### Buildings

To overcome the problem with the ancient overflow system continually leaking in St George's Hall, all the Ladies toilets have been replaced. New wall heaters have been fitted in all the toilet areas and are awaiting electrical connection by Stuart Vick.

### Highways

No Report

### Crime & Disorder

No Report

### Finance

No Report

### Planning

No Report

### Skate Park

The annual Rospa report didn't raise any significant issues.

### Website

Site is ready to launch once members have received the necessary training.

Youth

No Report

KALC

No Report

PPP

No Report

CPRE

No Report

**12. Correspondence Received**

KALC	<p>NALC – May 2018 Election Surveys  <a href="https://www.nalc.gov.uk/news/entry/1255-nalc-researches-the-2019-local-elections%20">https://www.nalc.gov.uk/news/entry/1255-nalc-researches-the-2019-local-elections%20</a>.            Previously emailed</p> <p>Annual Policing Survey  <a href="http://www.kent-pcc.gov.uk/haveyoursay">www.kent-pcc.gov.uk/haveyoursay</a>            Previously emailed</p> <p>Kent and Medway Energy and Low Emissions Strategy Consultation  <a href="http://www.kent.gov.uk/energyandlowemissionsconsultation">www.kent.gov.uk/energyandlowemissionsconsultation</a>            Previously emailed</p>	<p>Online survey deadline 27<sup>th</sup> September 19            Individuals to complete</p> <p>Survey open until the end of December 19            Individuals to complete</p> <p>Online survey deadline 23<sup>rd</sup> August 19            Cllr Betts</p>
KCC	<p>Vegetation at Burial Ground Title TT1748            Issue of Section 154 of the Highways Act 1980            Previously emailed</p> <p>Community Transport Grant Scheme 2019-20 launch            Previously emailed</p> <p>Notification of Temporary Order 2019 to close Public Footpath MR223 and Public Bridleway MR224 from the 13<sup>th</sup> September 2019 for 16 days.            Previously emailed</p>	<p>Cllr Rayner to following up with KCC</p> <p>For Information</p> <p>For Information, notice added to website</p>
Algar's Academy	<p>Request to pay for the use of the ancillary hall on Monday, Tuesday, Wednesday and Thursdays to negate the need to clear away equipment. With the additional requirement of furniture storage            Previously emailed</p>	<p>Agreed with the proviso that the permission will be reviewed should a local youth group require the facility. Additional cost to be considered. The clerk to revise hire contract.</p>
Citizens Advice	Donation thank you	For Information
Planning Resource	Planning Issue 2096	For Information
SLCC	The Clerk July 2019 Vol 50 No 4	For Information
Clerks & Councils Direct	July 2019 Issue 124	For Information

**13. Financial Matters**

i. Cheques for approval and signature

It was proposed by Cllr Gillin, seconded by Cllr Denton and resolved that the following accounts be passed for payment:

Payable To	Invoice Details	Amount	Cheque No
Tim Powell	CPA Inspections x 3 Village Bins Litter Picking Open Spaces Maintenance Skate Park Maintenance *** Generator Fuel – receipt attached * Total	30.00 10.00 64.75 18.50 249.75 14.00  £387.00	BAC 05/07/19
L Devenish	Pavilion Deposit Refund	£50.00	BAC 08/07/19
Tim Powell	CPA Inspections x 3 Village Bins Litter Picking Opens Spaces Maintenance – remove damage tree branches from recreation ground Skate Park Maintenance *** Generator Fuel – receipt attached * St George’s Hall – Clean Furniture Total	30.00 10.00 37.00 37.00  203.50 7.00  55.50 £380.00	BAC 12/07/19
V Hart	Pavilion Deposit Refund	£50.00	BAC 15/07/19
Tim Powell	CPA Inspections x 3 Village Bins Litter Picking Opens Spaces Maintenance – lift height of tree branches - recreation ground St George’s Hall – Clean Furniture and cover Total	30.00 10.00 27.75 92.50  55.50  £215.75	BAC 18/07/19
P Higgins	Pavilion Deposit Refund	£100.00	BAC 22/07/19
J Hearn	Pavilion Deposit Refund	£50.00	BAC 22/07/19
Peter Barden	Open Spaces Maintenance / Litter Pick / rubbish burning / general clearance all areas / CPA equipment repair / CPA Equipment Inspection / Strim – Spray Pavilion Bank Skate Park Maintenance St George’s Hall – Fit new electric radiators to wall prior to connection Total	192.00   162.00  66.00  £420.00	BAC 26/07/19
Tim Powell	CPA Inspections x 3 Village Bins Litter Picking Opens Spaces Maintenance – Strim Pavilion bank and clear St George’s Hall – Repair curtain pulley mechanisms Total	30.00 10.00 83.25 148.00  101.75  £373.00	BAC 26/07/19
J Stevens	Pavilion Deposit Refund	£50.00	BAC 31/07/19

Tim Powell	CPA Inspections x 3 Village Bins Litter Picking Equipment Fuel – omitted from previous invoice St George's Hall – deliver toilets Opens Spaces Maintenance – Read all village meters / Empty Grit Bin of rubbish / CPA Maintenance as per Rospa inspection / CPA Tunnel Repair 1 <sup>st</sup> phase / Trim and weed Pavilion driveway planting Equipment Fuel – receipt attached Allotment Water Tap Repair Total	30.00 10.00 37.00 7.00  9.25 231.25  7.00 37.00 £368.50	BAC 02/08/19
Lesley Cox	Salary July19 deductions include pension contribution Telephone Skate Park – Silver Hammerite *** Quarterly Office Allowance Total	1,921.57 20.00 10.00 150.00 £2,101.57	BAC
HM Revenue & Customs	PAYE / NI July 19	£758.59	BAC
KCC Pension Fund	Pension Contribution July 19	£725.28	BAC
Borough Green PC **	Skate Park Weekdays – Saturday Inspections July 19	£105.84	BAC
Four Seasons Gardens Ltd *	Grounds Maintenance Contract 4 <sup>th</sup> Instalment 2019/20	£385.51	BAC
Streetlights *	Column 55 High Street – new SL8 LED Column 52 Blacksole Lane - Replace 50W Son Lamp Column 53 Blacksole Lane – Cleaned pole box and fitted No 53 sticker Quarterly CPA camera clean Total	390.00 115.50  49.50 £555.00	BAC
Assured Water Hygiene *	Pavilion Salt x 13	£149.50	BAC
PKF Littlejohn LLP *	External Audit - Annual Governance & Accountability Return for year ended 31 <sup>st</sup> March 19	£480.00	BAC
Commercial Services Trading Ltd *	Grounds Maintenance Contract 2 2 <sup>nd</sup> Half Yearly Payment	£1,670.39	BAC
Integrated Visual Protection *	Pavilion annual CCTV System Maintenance Annual maintenance visit arranged for Monday 12 <sup>th</sup> August 19	£85.28	BAC
Highscore Web Design Ltd	Final 50% payment for website build <b>Previously authorised in April, site is now ready for launch.</b> Annual hosting charge Sept 19 – Aug 20 Total	900.00  300.00 £1,200.00	BAC
NKCS *	Contract Cleaning June 19 St George's Hall to contribute	£1,031.85	BAC
Play Safety Ltd *	Annual RoSPA Inspection CPA Annual RoSPA Inspection Skate	132.60 103.20	Standing Order

	Park *** Total	£235.80	07/08/19
Metro Bank Account Transfer	Skate Park *** Concrete Screws / Drill bits / Silicone / Zinc Galvanising Spray * Burial Ground Watering Cans * Signed For 2 <sup>nd</sup> class postage (allotment tenancy termination letters St Georges Hall Furniture Covers x 9 * Close Coupled Toilets x 3 / Combination padlock / Black Steel Welded Chain * Soft-close toilets seats x 5 / plumbing accessories * Account Charges Total	154.19  3.62  83.88 165.68  141.90  5.90 £555.17	BAC

\* denotes items including VAT

\*\* denotes 22.3% to be reimbursed

\*\*\* denotes 73.3% to be reimbursed

Payments made by Direct Debit / Standing Order Since Previous Meeting 03<sup>rd</sup> July 19

Eon	Street Lighting Supply	£339.72	16/07/19
Eon	Pavilion Electricity	£130.69	19/07/19
BT Group	Parish Email	£7.50	22/07/19
T&MBC	Burial Ground Rates	£51.00	
Eon	Pavilion Gas	£23.90	25/07/19
Eon	Multi-Court Electricity	£21.36	26/07/19
T&MBC	West Street Car Park Rates	£125.00	01/08/19

ii. Bank Reconciliation for sign off

The following account balances were checked, agreed and signed by Cllr Denton.

**BANK ACCOUNT BALANCES as at 05<sup>th</sup> July 19**

ACCOUNT	BALANCE
Current	£3,806.00
Business Reserve	£4,257.47
Business Savings	£23,151.82
Community Skate Park	£1.00
CCLA Parish Fund	£39,951.45
CCLA Community Fund	£126,068.69
<b>TOTAL</b>	<b>£197,236.43</b>

iii. Financial Analysis 30<sup>th</sup> June 2019 – for sign off

The analysis for 30<sup>th</sup> June 19 was agreed and signed by Cllr Rayner – attachment refers

iv. Continued use of BAC as preferred payment method – resolution to continue

Proposed by Cllr Rayner, seconded by Cllr Coffin and agreed unanimously

v. Continued use of Direct Debit as preferred payment method for utilities – resolution to continue

Proposed by Cllr Gillin, seconded by Cllr Rayner and agreed unanimously

**14. Date of next Parish Council Meeting**

The date for the next meeting was proposed for the 4<sup>th</sup> September 19 at 7.30pm, the date for the interim planning meeting to be advised.

**15. Planning Committee to Consider**

1. Applications received

Application Number	Address	Details	Parish Council Recommendation
TM/19/01560/FL	Old Bank House High Street	Conversion of existing barn to self-contained residential dwelling with associated landscaping	Refer to attached sheet
TM/19/01619/FL	9 Childs Way	Single storey rear extension and associated alterations	No Objections
TM/19/01708/TNCA	Palavas Pilgrims Way	Twin Stem Sycamore on road embankment (owned by Palavas); fell to ground level	No Objections
TM/19/01711/FL	Sudbury House West Street	Construction of new conservatory to rear, new car port to side of existing property and associated minor alterations	No Objections
TM/19/01712/LB		Construction of new conservatory to rear and associated minor alterations	No Objections
KCC/TM/0152/2019 TM/19/01779/WAS	Borough Green Quarry Wrotham Road	Section 73 application for the variation of Condition 7 of planning permission TM/14/2728 to allow for a combined total of up to 240 HGV movements per day (120 in/ 120 out) to take place associated with all operations and uses at the site (including landfill, recycling and restoration)	Defer to planning committee

i. Notifications of Decisions

Application Number	Address	Details	Decision
TM/19/00732/FL	Wrotham Place High Street	Change of use of Wrotham Place and grounds from B1(a) (office) use to a venue for weddings and events, including ancillary overnight accommodation on the first and second floors of the main house, extension Grade II listed building (The Coach House) to provide function room in association with	Approved on the 3 <sup>rd</sup> July 2019



		change of use, infilling of outdoor swimming pool to create an outdoor seating area with a pavilion, retention of existing accesses, creation of new car park area with security hut and associated works. Associated internal and external alterations to Wrotham Place.	
TM/19/00733/LB	Wrotham Place High Street	LBA: As above	Approved on the 3 <sup>rd</sup> July 2019
TM/19/01057/FL	Oakfield Wrotham Hill Road	Provision of 40m x 20m equestrian ménage with silica sand and rubber topping	Approved on the 26 <sup>th</sup> July 2019

2. Correspondence Received

T&MBC Planning List 'B' No's 19/27, 19/28, 19/29, 19/30 & 19/31

T&MBC Area 2 Planning Committee 14<sup>th</sup> August 2019 – TM/17/01793/FL – Rosador, London Road, Wrotham. Application and committee report [www.tmhc.gov.uk/view-planning-applications](http://www.tmhc.gov.uk/view-planning-applications)

Invitation to speak to the planning committee – contact Allison Parris to register [area2pc@tmhc.gov.uk](mailto:area2pc@tmhc.gov.uk)

The meeting closed at 9.30pm

.....Chairman

.....Date

TM/19/01560/FL Old Bank House High Street  
Conversion of existing barn to self-contained residential dwelling with associated landscaping.

Wrotham Parish Council strongly object to this proposal.

In a 1955 planning application the barn was converted to an upstairs office with two parking garages beneath which remained ancillary to the house, so in effect a Live - Work environment. This allowed the residents of Old Bank House to park below and use the upstairs for storage and office use. Indeed, the last owner-occupier, Mr R Keys used the space upstairs as his studio with parking in the garage beneath.

The current proposal is to break up the Live – Work relationship to create two separate dwellings. The studio and parking bays would become a separate residential dwelling and parking would be moved out into the garden area of Old Bank House.

This proposal is detrimental to the listed building in a number of ways.

1. It loses the benefit of ancillary office / studio use.
2. It loses two parking bays.
3. The relatively small amenity area of the listed building is more than halved.
4. The overall effect is very cramped accommodation for both the resulting dwellings to the detriment of the listed building.
5. The listed building is left with no parking, contrary to Kent County Council parking guidelines.

In common with most ancient village centres few dwellings benefit from off street parking and the High Street uses double yellow lines to provide very restricted parking bays on a time limited basis for those seeking to use the shops. Residents are left with a small car park in West Street, some distance away and often full on a nightly basis. St Mary's Road is similarly restricted in parking due to the ancient narrow hill that lives up to its previous name of Donkey Lane, where it is too narrow to park a single vehicle in parts close to the access of this proposal. WPC's perception of parking within the centre of the village differs considerably from that of the applicant and is surprised that the parking survey undertaken by a specialist consultant wasn't included within the application documents.

The applicant has separated the curtilage of the original site into two distinct areas. This appears to be in an attempt to pre-empt the planning process. Legally this cannot take precedence on the existing integrity of the curtilage of the listed building and consequently is not materially relevant to this planning decision.

WROTHAM PARISH COUNCIL

FINANCIAL ANALYSIS

2019/20

INCOME

Open Spaces	General Admin	Allotments	Pavilion	West St Car Park	Highways Winter Prov	Street Lighting	Burial Grounds	Section 137	St George's Maintenance	St George's Court Dispute	Local Plan Contribution	Southbeats Licence
1,935.29	47,383.86	298.46	5,738.53				52.75	500.00	3,000.00	25,527.64	1,131.22	

EXPENDITURE

Open Spaces	General Admin	Allotments	Pavilion	West St Car Park	Highways Winter Prov	Street Lighting	Burial Grounds	Section 137	St George's Maintenance	St George's Court Dispute	Local Plan Contribution	Southbeats Licence
6,476.81	8,154.02	75.96	2,489.18	1,502.05	0.00	904.42	1,176.92	1,710.00	2,071.76	25,527.64	5,035.97	2,690.00

Balance Sheet

Balances at 01 April 19

Current Account	50.00
NatWest Reserve Acct	3,383.63
NatWest Business Savings	5,133.27
Community Skate Park Fund	1.00
CCLA Fund 1 WPC Savings	39,873.34
CLLA Fund 2 Community Projects	125,749.47
Metro Bank Debit Card	1,000.00
	<b>175,190.71</b>

Balances at 30 June 19

3,840.52
1,667.09
28,151.82
1.00
39,925.56
125,914.06
1,000.00
<b>£200,500.05</b>

WROTHAM PARISH COUNCIL

FINANCIAL ANALYSIS

30 June 19

**COMMITMENTS - expenditure**

<u>Description of work</u>	<u>Contractor</u>	<u>Anticipated Payment Date</u>	payable pre 15 Sept	payable post 15 Sept
			<u>ex VAT</u>	<u>ex VAT</u>
			(estimate)	(estimate)
Skate Park Improvements	T Powell / P Barden	Various		£200.00
Skate Park Maintenance	T Powell / P Barden	Various	£1,000.00	£4,000.00
Skate Park Safety Inspection	RoSPA / KCC		£100.00	£380.00
Skate Park Insurance				£1,200.00
Internal and External Audit	Various	Various		£700.00
S137 Donation	Various		£1,000.00	£1,800.00
Insurance				£4,550.00
Subscriptions / Training / PO Box No Etc				£1,200.00
Childrens Play Area Safety Inspection	RoSPA		£120.00	
Provision for Street Light Repairs			£1,000.00	£2,600.00
Provision for Street Furniture ie Litter, Cigarette Bins, Multi Crt Lighting			£400.00	£500.00
Provision for CCTV Pavilion, Multi Court, CPA				£1,000.00
Provision for maintenance works to Pavilion			£3,000.00	£2,000.00
Provision for maintenance work to CPA / Multi-Court				£10,000.00
Provision for planting / general gardening maintenance			£250.00	£3,000.00
Arboreal works cricket ground / burial ground / churchyard				£1,000.00
Provision for maintenance work to burial ground			£1,000.00	£2,000.00
West Street Car Park Lease				£5,000.00
Winter Maintenance - Salt Purchase				£600.00
St George's Hall Financial Assistance				£5,000.00
Local Plan - Legal Representation				£60,000.00
Contingency				£1,000.00
			£7,870.00	£107,730.00
			<b>Total</b>	<b>£115,600.00</b>

**Other Regular payments**

			payable pre 15 Sept	payable post 15 Sept
Energy Charges - Street Lighting	Eon	monthly	£700.00	£2,100.00
Energy charges - pavilion / electricity	Eon	monthly	£200.00	£1,000.00
Energy charges - pavilion / gas	Eon	monthly	£80.00	£1,000.00
Water supply - burial ground	Business Stream	half yearly	£15.00	£50.00
Water supply - allotments	Business Stream	half yearly	£100.00	£200.00
Water Supply - pavilion	Business Stream	half yearly	£300.00	£300.00
Rates - pavilion	Tonbridge + Malling BC	monthly		
Rates - cemetery	Tonbridge + Malling BC	monthly	£110.00	£250.00
Rates - West Street	Tonbridge + Malling BC	monthly	£250.00	£500.00
Salary	Ms L Cox	monthly	£3,900.00	£12,000.00
Pension	KCC Pension Fund	monthly	£1,500.00	£4,500.00
Office Allowance	Ms L Cox	quarterly	£150.00	£300.00
Telephone Allowance	Ms L Cox	monthly	£40.00	£120.00
Mileage	Ms L Cox	business trips		£20.00
Inland Revenue	Tax and National Insurance	monthly	£1,600.00	£4,800.00
Village Litter Picking	Various	monthly	£400.00	£1,600.00
Grounds Maintenance Charges	Various	various	£3,000.00	£3,500.00
Skate Park Daily Inspection	Cast Trading Ltd / BG PC	monthly	£270.00	£1,600.00
			£12,615.00	£33,840.00
			<b>Total</b>	<b>£46,455.00</b>

**Notes**

**COMMITMENTS - income**

			payable pre 15 Sept	payable post 15 Sept
Precept	Half Yearly		£47,147.00	
Rechargeable Accounts - Skate Park Project			£1,000.00	£4,200.00
Rechargeable Accounts - Local Plan Legal Representation				£48,000.00
St George's Hall Repayment				£4,000.00
Flexi-School			£1,393.00	£4,800.00
VAT - Refund			£1,869.63	
			£51,409.63	£61,000.00
			<b>Total</b>	<b>£112,409.63</b>

payable pre 15 Sept payable pre 15 Sept

**PROJECTED - Income**

Pavilion	£1,000.00
Burial Ground	£1,000.00

WROTHAM PARISH COUNCIL

FINANCIAL ANALYSIS

30 June 19

	£0.00	£2,000.00
	<b>Total</b>	
		<b>£2,000.00</b>

**BANK BALANCES**

Bank Balance as at 30 June 2019	£200,500.05
Committed expenditure to 31 March 2020	£162,055.00
Anticipated income before 15 Sept 2019	£51,409.63
Anticipated income after 15 Sept 2019	£63,000.00
<b>Estimated balance at 01 April 2020</b>	<b>£152,854.68</b>

**Notes \*\*\***

No account has been taken of the cost of stationery and other consumables used by the Clerk, Cleaner, Burial Clerk etc  
 No allowance has been made for items such as light bulbs, keys and other ad hoc expenditure i.e. uninsured losses, additional insurance premium costs etc

WROTHAM PARISH COUNCIL

FINANCIAL ANALYSIS

2019/20

30 June 19

INCOME

Open Spaces	General Admin	Allotments	Pavilion	West St Car Park	Highways Winter Prov	Street Lighting	Burial Grounds	Section 137	St George's Maintenance	St George's Court Dispute	Local Plan Contribution	Southbeats Licence
1,746.61	47,383.86	298.46	5,738.53				52.75	500.00	3,000.00	25,527.64	1,131.22	
8,000.00	94,294.00	620.00	12,000.00				1,500.00	500.00				

EXPENDITURE

Open Spaces	General Admin	Allotments	Pavilion	West St Car Park	Highways Winter Prov	Street Lighting	Burial Grounds	Section 137	St George's Maintenance	St George's Court Dispute	Local Plan Contribution	Southbeats Licence
6,476.81	8,154.02	75.96	2,489.18	1,502.05	0.00	904.42	1,176.92	1,710.00	2,071.76	25,527.64	5,035.97	2,690.00
31,600.00	50,390.00	1,200.00	13,150.00	7,000.00	1,300.00	7,000.00	8,590.00	3,300.00				