

Whixall Parish Council



Chairman: Ian Mercer

To all Members of the Council. You are hereby summoned to attend a Meeting of the Parish Council of Whixall to be held on Wednesday 9 October 2024 at Whixall Social Centre which will commence at 7.30pm in order to conduct the business enclosed on the agenda below. Members of the public are welcome to attend.

Signed:

A Mercer

Date: 4 October 2024

1. Chairman's welcome, announcements and public session

Should a member of the public so require they will be permitted to speak. Public speaking time will be limited to 15 minutes, 3 minutes per speaker

2. Apologies

3. Declaration of Disclosable Pecuniary or any other interests or requests for dispensations

Declaration of any disclosable pecuniary interest in a matter to be discussed at the meeting and which is not included in the register of interests. Members are reminded that they are required to leave the room during the discussion and voting on matters in which they have a disclosable pecuniary interest, whether or not the interest is entered in the register of members interests maintained by the Monitoring Officer.

Members are reminded that they must declare non-pecuniary interests relating to agenda items

4. To approve the Minutes of the Parish Council Meeting held on 11 September 2024

5. Whixall Moss Nature Hub Project

To receive a verbal report and agree to formally support the project

6. Reports

Shropshire Councillors; Parish Councillors and Clerk

7. Parish Matters

- a. Marlot – to receive updates on Volunteer activity and the planned Culvert works.
- b. Annual Newsletter – to decide if the newsletter will be produced this year.
- c. Senior Citizens' Christmas meal – to decide if funding will be provided this year
- d. War memorial – to agree maintenance to be carried out before Remembrance Sunday

8. Correspondence Received

- a. Invitation to meeting with Marches Energy Agency – to respond
- b. West Mercia Police North Shropshire Newsletter – to note
- c. Shropshire's Tree and Urban Forest, request for information – to respond
- d. Wellbeing Fair – to note

9. Assets

- e. To agree a schedule of annual asset inspections (report circulated).

10. Policies

To approve the following policies (Circulated).

- a. F4 System of Internal Controls (new)
- b. F5 Process for Approving Payments (re-approval)
- c. M2 Co-options Procedure (new)
- d. M3 Training Policy (revised)
- e. P1 Planning Policy (revised)
- f. P3 Confirming Local Connections Policy (revised)

11. Planning

- a. To receive planning applications from Shropshire Council
Westminster House, Hollinwood
24/02922/FUL Erection of a 2m high entrance gate at front

Moss House, Whixall, SY13 2PG
24/03623/FUL Proposed dormer to side elevation
- b. To note planning decisions made by Shropshire Council
None received
- c. Future Development in the Parish

12. Finance

- a) To receive Monthly Balance Record and reconciliation (circulated)
b) To receive the Q2 budget and spending report (circulated)
c) To resolve to approve outstanding invoices and payments.

| Recipient | Reason for Payment | Amount (inc VAT) | Reference |
|---|----------------------------|------------------|-----------|
| Payments Made Before the Meeting | | | |
| Hugo Fox | Website | 23.99 | 32.24DD |
| Unity Bank | Bank Charges Q2 | 18.00 | 33.24DD |
| NEST | Pension Contributions Sept | 79.45 | 34.24DD |
| New Payments to be approved | | | |
| HMRC | PAYE (October) | 80.00 | 35.24 |
| Employee | Salary (October) | 319.49 | 36.24 |
| Employee | Reimbursement | 35.45 | 37.24 |
| SLCC | Membership Renewal | 112.00 | 38.24 |
| Unity Trust Bank | Charges Sept 2024 | 5.40 | 39.24 |

13. Items for Next Agenda

To enable Councillors to bring forward items for the 13 November meeting agenda.

Whixall Parish Council



Chairman: Ian Mercer

Minutes of the Full Council Council Meeting held on 11 September 2024 at Whixall Social Centre starting at 7:30pm

Present:

Councillors: I Mercer (meeting Chair); B Harris; J Spenser; C Woodall; D Edgerton; M Howard;
P Rodenhurst; M Evans

Shropshire Councillors: E Towers

Clerk: A Roberts

Other Organisations 1

Members of the Public 0

66/24 Public Session

A representative of the Grocott Group spoke to members about plans for Whixall Marina.

67/24 Apologies for Absence

Cllr A Rawlinson (Holiday), Cllr P Broomhall (Shropshire Council)

68/24 Declarations of Pecuniary Interest

None declared.

69/24 Minutes of Previous Meetings

RESOLVED: The minutes of the Council meetings held on 8 May 2024 are and 10 July 2024 are accepted as an accurate record.

The Chair signed the minutes.

70/24 Reports

Reports from Shropshire Councillors and the Clerk were circulated in advance. Their contents were noted.

71/24 Parish Matters

- The Marlot report was circulated in advance. Its content was noted. The Clerk reported that work on the Culvert is due to be started later this month.
- The Hollinwood Green report was circulated in advance its content was noted.
- Council Assets – the clerk reported that repair work is required to the fence at Moss Cottages Field.
- Newsletter – following a discussion it was agreed that the need for a newsletter would be added to the agenda for the next meeting.

72/24 Planning

- To consider applications

24/03116/FUL Park Gate, 5 Hollinwood, Whixall
Single Storey side extension and installation of log burner

RESOLVED: The Council supports application 24/03116/FUL without comment.

- The following planning decisions were noted
Land North Meadow View Farm, Church Lane, SY13 2NA
24/01318/FUL Change of use of land to form dog exercise field including formation of new vehicular access, parking and fencing

Decision: Grant Permission

23/04082/FUL Land to The South Of, Welsh End
Proposed local needs dwelling with garage outbuilding, and formation of driveway and on-site parking area
Decision: Grant Permission

24/02093/FUL Plantation House, Canal Side, Whixall
Creation of an all-weather equestrian arena 20 metres wide x 40 metres long (sand and fibre surface) for private use by the householder, bordered with post and rail timber fencing.
Decision: Grant Permission

73/24 Consultations

The information was circulated in advance of the meeting.

- a. Partnering to Provide Services (Shropshire Council)
Following a discussion, it was

RESOLVED: The Council response is option 3 (We are willing to help but do not have the resources available).

- b. Shropshire and Telford & Wrekin Local Nature Recovery Strategy

RESOLVED: The Council will not provide a formal response to this survey and those members who wish to will respond as individuals.

74/24 Policing Charter

RESOLVED: from the options provided, the Council's policing priorities are Anti Social Driving, Thefts of Livestock and Thefts from Outbuildings.

75/24 Financial Matters

- a. To approve new Financial Regulations

RESOLVED: the new Financial Regulations are approved and will be reviewed annually.

- b. To receive monthly bank balance record and reconciliation.

| DATE | ACCOUNT NAME | AMOUNT |
|----------------|----------------------------------|------------------|
| 31 August 2024 | Current Account (Working Budget) | 619.33 |
| | Savings Account (Reserves) | 25,983.91 |
| TOTAL | | 26,603.24 |

The bank reconciliation and statements were checked and approved by Cllr Evans and the balances were noted.

- c. Staff Salary Payments

RESOLVED: All salary-related payments will be made on a monthly basis subject to the clerk supplying the relevant HMRC payslip and evidence from the Pension Provider.

- d. To resolve to approve outstanding accounts

RESOLVED: The outstanding accounts should be paid and the payment transactions authorised by two nominated councillors.

| Funds Transferred Before the Meeting | | | |
|--------------------------------------|----|--------|--------|
| From | To | Amount | Reason |

| | | | |
|---------|---------|-------|----------------|
| Savings | Current | 1,000 | Balance top up |
|---------|---------|-------|----------------|

| Recipient | Reason for Payment | Total | Reference |
|---|----------------------------|--------|-----------|
| Payments Made Before the Meeting | | | |
| Hugo Fox | Website costs (May) | 23.99 | 10.24DD |
| Clear Councils | Insurance | 657.42 | 11.24DD |
| Hugo Fox | Website costs (June) | 23.99 | 12.24DD |
| NEST | Pension May | 79.45 | 13.24DD |
| Unity Trust Bank | Quarterly Charge | 18.00 | 14.24DD |
| Employee | Salary (May and June) | 639.18 | 15.24 |
| Employee | Reimbursement (May & June) | 80.35 | 16.24 |
| HMRC | PAYE (May and June) | 159.80 | 17.24 |
| NEST | Pension June | 79.45 | 18.24DD |
| T Lamb | Reimbursement (fuel) | £8.17 | 19.24 |
| M Spenser | Reimbursement (fuel) | £8.02 | 20.24 |
| Hugo Fox | Website Costs July | 23.99 | 21.24DD |
| Hugo Fox | Website costs (August) | 23.99 | 22.24DD |
| NEST | Pension Aug | 79.45 | 23.24DD |

| | | | |
|------------------------------|-----------------------|--------|-------|
| New Payments approved | | | |
| HMRC | PAYE (July) | 80.00 | 24.24 |
| A Roberts | Salary (July) | 319.49 | 25.24 |
| MiJan Ltd | Accounting Software | 58.50 | 26.24 |
| HMRC | PAYE (Aug) | 79.80 | 27.24 |
| A Roberts | Salary (Aug) | 319.69 | 28.24 |
| A Roberts | Reimbursement Jul/Aug | 61.45 | 29.24 |
| G Turnbull | Reimbursement (Fuel) | 22.63 | 30.24 |
| SALC | Affiliation Fee 24-25 | 416.82 | 31.24 |

Scheduled date of next meeting
9 October 2024 (7.30pm)

The meeting closed at 9.22pm.

The following message has been received by email from Pete Bowyer, Senior Reserve Manager - Fenn's, Whixall & Bettisfield Mosses NNR

I would be grateful if the Parish Council could provide a letter of support for the Whixall Moss Nature Hub project.

I will attend the Parish Council meeting on the 9th October, please could you add this to the agenda. I would need a letter back by Monday 14th October if that would be possible.

The letter would need to include the following :

- Name of Organisation/person/address/date
- Be addressed to Pete Bowyer

The letter needs to mention:

- The Whixall Moss Nature Hub project being submitted to the National Lottery Heritage Fund.
- How you/your organisation feels that aspects of the project meets with your aspirations/needs etc.

The Organisation can focus on where there is a greatest need/overlap etc rather than cover every aspect.

- Say you hope that the project gets funding and how you/your organisation might use it.
- Sign and position of person
-

The project summary is below:

Fenn's, Whixall & Bettisfield Mosses National Nature Reserve is the UK's third largest lowland raised bog. Its habitats are nationally and internationally designated. With recently acquired land and a building Natural England will work with Shropshire Wildlife Trust (SWT) to:

+ **recover nature** at a vital damaged corner of the reserve.

+ **create an accessible & inclusive nature hub**, in response to community demand, with a bog restoration and climate change demonstration area, and much needed welfare facilities. This will mean that more and wider range of people will be able visit and connect with nature.

+ **expand skills and knowledge** of visitors, volunteers, young people and trainees, increasing understanding of peatlands, filling skills gaps and inspiring the next generation of conservationists.

Activities and interpretation will help people collectively, and individually, participate and act to make a difference for the future of peatlands and climate.

The response below has been drafted for discussion/amendment/approval

10 October 2024

Dear Pete

Re: Whixall Moss Nature Hub Project

Thank you for attending the recent meeting of Whixall Parish Council to talk about the above project which is being submitted to the National Lottery Heritage Fund.

The Council is aware of the National significance of Whixall Moss and is proud that it is located within the Parish. The Council would like to see an increase in visitors to the National Nature Reserve and fully supports the aims of this project. Members are particularly pleased that the project includes work to recover the damaged corner of the NNR as well as providing an accessible and inclusive nature hub along with much needed welfare facilities for visitors to the site. Members believe that the provision of a permanent visitor facility at this site will be an asset to the Parish and the Council would hope to work with you to encourage its future use.

The Council has resolved to support this project which will both improve the site and encourage more groups of all ages, physical abilities and backgrounds to visit the NNR. Members welcome this opportunity to increase knowledge and skills and encourage a wider understanding of conservation and the crucial role of peat bogs as carbon stores, wildlife habitats and flood controllers.

The Council wishes you well with the project and hopes that you are successful in your bid for National Lottery funding.

Yours sincerely

Production of a Parish Council Newsletter

Background

The parish council is considering discontinuing the production of its annual newsletter. It is good practice to assess the effectiveness and relevance of the newsletter but it is important to recognise the role that newsletters play, particularly in community engagement and transparency. This report outlines the benefits of continuing to produce newsletters and makes recommendations to change from the current approach.

Details

NALC and SLCC both recognise as good practice, the production of newsletters by Councils for the following reasons:

- Annual Parish Meetings generally fail to enable direct communication with residents and newsletters often serves as the one direct communication channel between the council and all parishioners.
- Newsletters are a valuable tool for promoting local events, and volunteer opportunities (such as the need for volunteers at the Marlot). By sharing ways for residents to get involved, the council can strengthen community ties and encourage participation.
- The Parish newsletter promotes transparency by keeping residents informed about council activities, budgets, and decisions. This transparency can help residents to feel included in the governance process.
- Newsletters allow the council to showcase its achievements and progress. Celebrating completed projects and community improvements can motivate both council members and residents.
- By including sections for resident feedback, a newsletter can facilitate two-way communication. It can be a useful tool for gathering the views of residents (such as the broadband survey in 2022). This engagement helps the council understand community needs and priorities, allowing for informed decision-making.

Recommendations

Given the benefits outlined above, it is recommended that the parish council continues producing the newsletter for at least this year, but considers the following steps

1. The Current Year

This is the last year of the four-year term and the newsletter is an ideal way to encourage future councillors to come forward. For this year initially, arrange for the newsletter to be printed and delivered by a mailing company. This is not a cheap option, but will reduce the burden on existing councillors. Additionally, the Clerk should aim to get the Council's Facebook page back on line in order to use this as a communication tool.

2. Future Years

- Include the cost of production and delivery in next year's budget, but review the approach following the elections in May 2025 and reallocate funding if required.
- If Council decides that the newsletter should continue, explore a combination of digital and physical newsletters, allowing residents to sign up and receive emails. This can reduce production and delivery costs and has the added benefit of allowing more regular communication.



QUOTE

Whixall Parish Council

Date
4 Oct 2024

Expiry
18 Oct 2024

Quote Number
QU-0190

Reference
A3 Newsletter Oct 24

VAT Number
408517303

Right Sort Limited
Unit 29
Penley Business Park
Penley
Wrexham
LL13 0LQ

| Description | Quantity | Unit Price | VAT | Amount GBP |
|--|----------|------------|-----|------------|
| Set Up Charge | 1.00 | 65.00 | 20% | 65.00 |
| Data Processing per 1000 records (Minimum charge £8.00) | 1.00 | 8.00 | 20% | 8.00 |
| Inkjet A4 | 0.33 | 20.00 | 20% | 6.60 |
| C4 white non window envelope | 0.33 | 65.00 | 20% | 21.45 |
| Insert 1 item into C4 envelope per thousand | 0.33 | 39.50 | 20% | 13.04 |
| A3 duplex colour newsletter folded | 0.33 | 157.00 | 20% | 51.81 |
| Bag, bundle & docket large letter per thousand (Minimum charge £13.50) | 1.00 | 13.50 | 20% | 13.50 |
| Postage | 333.00 | 0.79 | 20% | 263.07 |
| Subtotal | | | | 442.47 |
| TOTAL VAT 20% | | | | 88.49 |
| TOTAL GBP | | | | 530.96 |

Terms

Postage must be paid for before mailing will be released.
All other invoice charges net 28 days from invoice date

Asset Inspections and Maintenance

Background

The Parish Council owns and manages several fixed assets¹, comprising a number of elements. Each asset has a maintenance requirement and should be inspected regularly. This report suggests a schedule of inspections.

Details

The Council's fixed assets are identified below. In addition the Council has taken on maintenance responsibility for Hollinwood Green, which, as registered Common Land, has no specific owner.

Current Fixed Asset Maintenance Regime

| <u>Site</u> | <u>Inspections</u> | <u>Funding for maintenance</u> |
|---------------------|--|---|
| Marlot | Yes | Bespoke earmarked reserve (EMR) for equipment. Annual maintenance budget. Annual £200 contingency budget. |
| War Memorial | Informal | General Maintenance EMR |
| Moss Cottages Field | None | General Maintenance EMR Grass cutting contract |
| Old Burial Ground | None | General Maintenance EMR Grass cutting contract |
| Bowling Club Site | Leased to Bowling Club who maintain the site | |
| Telephone Kiosk | None | General Maintenance EMR |
| Hollinwood Green | None | Council funds voluntary grass cutting |
| Noticeboards | Informal | General Maintenance EMR |

It is a requirement of the Council's insurance that its assets are assessed for risks and mitigating action is taken when required. Also, the Council acts as a steward for its assets and has a responsibility to understand their condition and carry out necessary repairs. Without inspections all repairs will be reactive and there are risks associated with this approach.

Recommendations

1. Set up a small working group to propose an annual inspection regime. Potentially this should include non-fixed assets, including office equipment.
2. Marlot - agree the format for an annual inspection with MCG and carry it out jointly.
3. Other sites - clerk and members visit this calendar year to
 - a. identify elements requiring inspection and draw up an annual inspection regime (to be agreed at a future meeting).
 - b. Identify any works required this year and next financial year.
4. Complete future inspections by the end of September and use the information to agree a funded maintenance programme for the following year (if required).
5. Continue to set aside earmarked reserves for maintenance but be minded that additional funding may need to be precepted in future.

¹ See the Asset Register for details

Whixall Parish Council

Fixed Asset Register or Schedule of Assets

| Ref No. | Description | Community Asset? | Identification | Date acquired | Value (Net) | Notes | Custodian | Maintenance /Management |
|---------|---|------------------|---|-------------------|-------------|---|-----------|--|
| 001 | War memorial/ cenotaph | yes | Location: Browns Brook, Whixall, SY13 2SB | unknown | £1.00 | | WPC | Painting and general maintenance (earmarked reserve) |
| 002 | Playing Field | yes | Location: Land at Moss Cottages SY13 2PE | unknown | £1.00 | Believed historically gifted to "the Children of Moss Cottages" by a land owner - date unknown circa 1981 | WPC | Grass cutting contract (in-year costs) |
| 004 | Land upon which now sits Whixall Bowling Club, SY13 2QU and land upon which now sits part of Whixall Social Centre SY13 2NA * | no | Copy of conveyance made 18 th April 1980 Land registered to the Council in 2019. Title SL255253 | 12 September 1979 | £350.00 | *"FIRST ALL THAT small piece or parcel of land situate at Whixall Salop TOGETHER with the dwellinghouse erected and standing thereon being the former teacher's house to Whixall Church of England school and SECONDLY ALL THAT piece of garden land belonging to the property first herein-before described and situate to the west thereof but divided therefrom by the Old burial Ground..." (Wording of the 1980 Conveyance). | WPC | Carried out by the Bowling Club |
| 008 | Goal posts and nets | no | In situ on land listed above. Location: Land at Moss Cottages SY13 2PE | 2007 | £729.17 | Purchase cost | WPC | No replacement cycle identified - Council is minded not to replace |
| 009 | Old style red telephone kiosk, Welsh End, Whixall | | Adopted via Adopt a kiosk scheme | February 2011 | £1.00 | | WPC | Painting and general maintenance (earmarked reserve) |
| 010 | Fencing | no | In situ on land listed above. Location: Land at Moss Cottages SY13 2PE | September 2008 | £2,600.33 | | WCP | Replacement cycle to be agreed |

| | | | | | | | | |
|-----------------------|--|-----|---|----------------------|-----------|---|-----------------------|--|
| 012 | 2 x Post mounted premium Notice boards (Special Style "A") | no | Located at 1. Moss Cottages Playing Field 2. Whixall Social Centre. | October 2011 | £1,111.00 | | Clerk | Painting and general maintenance (earmarked reserve) |
| 013 | The Marl Allotment (Marlot) | yes | Land Registry Title: SL230471 Land lying to the north-east of Mountain View, Roundthorn, Whixall, SY13 2PH | 29 July 2015 | | This land was not purchased, it is common land. The Parish Council became registered proprietor after a first registration application to Land Registry. Registration Documents are held by the Clerk. | WPC | Need details from long term management plan to understand replacement cycles |
| 016 | Open noticeboards | no | Located at: 1. Dobsons Bridge 2. Hollinwood Green | unknown | | | | Painting and general maintenance (earmarked reserve) |
| 017 | Q Garden Lawnmower Model QPM215PHW | no | serial no 79151000031 Custodian: M Spenser | March 2019 | £165.00 | Purchase value | M Spenser (Volunteer) | Earmarked reserve - (5-year cycle) |
| 018 | Stihl Brushcutter(1) | no | Custodian: G Turnbull | April 2019 | £358.33 | Purchase value | G Turnbull | Earmarked reserve - (5-year cycle) |
| 019 | Stihl Chainsaw | no | Custodian: G Turnbull | April 2019 | £391.67 | Purchase value | G Turnbull | Earmarked reserve - (5-year cycle) |
| 020 | Stihl Pole Cutter | no | BC93CB2A-E3F2-44DD-BEB1-CC493628A6CF | April 2019 | £529.17 | Purchase value | G Turnbull | Earmarked reserve - (5-year cycle) |
| 021 | Pole Cutter Harness | no | Custodian: G Turnbull | June 2019 | £69.17 | Purchase value | G Turnbull | Earmarked reserve - (5-year cycle) |
| 022 | Laptop (Dell Vostro 15-3515) | no | Device ID BC93CB2A-E3F2-44DD-BEB1-CC493628A6CF | April 2022 | £362.50 | Purchase value | Clerk | Office equipment - earmarked reserve(5-year cycle) |
| 023 | Picnic Table | no | Marlot | October 2022 | £370.83 | Purchase value | WPC | 25-year warranty. |
| 024 | Bench | no | Marlot | October 2022 | £266.67 | Purchase value | WPC | 25-year warranty. |
| 025 | Stihl Brushcutter(2) | no | Custodian: G Turnbull | November 2022 | £343.33 | Purchase value | G Turnbull | Earmarked reserve - (5-year cycle) |
| 026 | Laminator | no | Leitz iLAM 74401089 | April 2023 | £56.65 | Purchase value | Clerk | Earmarked reserve - (5-year cycle) |
| 027 | Printer | no | Brother MFC-J5740DW | June 2023 | £183.20 | purchase value | Clerk | Earmarked reserve - (5-year cycle) |
| 028 | Picnic Table | yes | Hollinwood, Whixall | unknown (added 2024) | £1.00 | Historical 'gifted' asset | Clerk | replacement cycle agreed (every 10 years) |
| Total value of assets | | | | | £7,650.16 | | | |



Show reconciled transactions (Whixall Parish Council 2024-2025)

Whixall Parish Council

Details of bank reconciliation dated 30/09/2024 for Working Account

| Date | Type | Reference | Supplier / customer | Description | Amount |
|----------------------------------|----------|----------------|---------------------|----------------------------------|---------------|
| Opening statement balance | | | | | 619.33 |
| Reconciled transactions | | | | | |
| 02/09/2024 | Transfer | Funds transfer | | Balance Top Up | 1000.00 |
| 11/09/2024 | Payment | 31.24 | SALC | Affiliation Fee 24/25 | -416.82 |
| 11/09/2024 | Payment | 30.24 | G Turnbull | Fuel for Marlot (Reimbursement) | -22.63 |
| 11/09/2024 | Payment | 29.24 | Amanda Jane Roberts | Reimbursement (July & Au | -61.45 |
| 11/09/2024 | Payment | 28.24 | Amanda Jane Roberts | Salary August | -319.69 |
| 11/09/2024 | Payment | 27.24 | HMRC | PAYE (August) | -79.80 |
| 11/09/2024 | Payment | 26.24 | MiJan Limited | Accounting Software | -58.50 |
| 11/09/2024 | Payment | 25.24 | Amanda Jane Roberts | July Salary | -319.49 |
| 11/09/2024 | Payment | 24.24 | HMRC | PAYE (July salary) | -80.00 |
| 26/09/2024 | Payment | 32.24DD | HugoFox | Website Costs September | -23.99 |
| 30/09/2024 | Payment | 33.24DD | Unity Trust Bank | Bank CHarges Q2 | -18.00 |
| 30/09/2024 | Payment | 34.24DD | NEST | Pension Contributions Sept Payme | -79.45 |
| Reconciled Balance | | | | | 139.51 |

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

1003116709 | 01606
Mrs Amanda Roberts
Whixall Parish Council
2 Tilley Road
Wem
Shrewsbury
SY4 5HA

Date: 03/09/2024
Account Name: Whixall Parish Council
Swift Code (BIC): NWBKGB2L
IBAN Number: GB93NWBK60023571418024

Sort Code: 608301
Account Number: 20423117

Your arranged overdraft limit is £0.00

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: [FSCS.org.uk](https://www.fscs.org.uk) or refer to our FSCS Information Sheet and Exclusions List at [unity.co.uk/fscs](https://www.unity.co.uk/fscs)

- Contact Us**
- Call us: 0345 140 1000
 - Email us: us@unity.co.uk
 - Visit us: [unity.co.uk](https://www.unity.co.uk)

| Your Current T1 account transactions: | | | | | |
|---------------------------------------|----------|-------------------------|--------------|-------------|-----------|
| Date | Type | Details | Payments Out | Payments In | Balance |
| 31/08/2024 | | Balance brought forward | £0.00 | £0.00 | £619.33 |
| 02/09/2024 | Transfer | Transfer from 20423120 | £0.00 | £1,000.00 | £1,619.33 |

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

1006611510 | 01307
Mrs Amanda Roberts
Whixall Parish Council
2 Tilley Road
Wem
Shrewsbury
SY4 5HA

Date: 30/09/2024

Account Name: Whixall Parish Council

Swift Code (BIC): NWBKGB2L
IBAN Number: GB93NWBK60023571418024

Sort Code: 608301
Account Number: 20423117

Your arranged overdraft limit is £0.00

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000

Contact Us

- Call us: 0345 140 1000
- Email us: us@unity.co.uk
- Visit us: unity.co.uk



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: FSCS.org.uk or refer to our FSCS Information Sheet and Exclusions List at unity.co.uk/fscs

| Your Current T1 account transactions: | | | | | |
|---------------------------------------|----------------------|-------------------------|--------------|-------------|-----------|
| Date | Type | Details | Payments Out | Payments In | Balance |
| 03/09/2024 | | Balance brought forward | £0.00 | £0.00 | £1,619.33 |
| 12/09/2024 | Faster Payment Debit | B/P to: AJ Roberts | £319.69 | £0.00 | £1,299.64 |
| 12/09/2024 | Faster Payment Debit | B/P to: SALC | £416.82 | £0.00 | £882.82 |
| 12/09/2024 | Faster Payment Debit | B/P to: Mr GD Turnbull | £22.63 | £0.00 | £860.19 |

For Businesses.
For Communities.
For Good.

Your Current T1 account transactions:

| Date | Type | Details | Payments Out | Payments In | Balance |
|------------|----------------------|---------------------------|--------------|-------------|---------|
| 12/09/2024 | Faster Payment Debit | B/P to: HMRC Cumbemauld | £80.00 | £0.00 | £780.19 |
| 12/09/2024 | Faster Payment Debit | B/P to: HMRC Cumbemauld | £79.80 | £0.00 | £700.39 |
| 12/09/2024 | Faster Payment Debit | B/P to: AJ Roberts | £319.49 | £0.00 | £380.90 |
| 12/09/2024 | Faster Payment Debit | B/P to: MiJan Limited | £58.50 | £0.00 | £322.40 |
| 12/09/2024 | Faster Payment Debit | B/P to: AJ Roberts | £61.45 | £0.00 | £260.95 |
| 23/09/2024 | Direct Debit | Direct Debit (GOCARDLESS) | £23.99 | £0.00 | £236.96 |
| 27/09/2024 | Direct Debit | Direct Debit (NEST) | £79.45 | £0.00 | £157.51 |
| 30/09/2024 | Fee | Service Charge | £18.00 | £0.00 | £139.51 |



Show reconciled transactions (Whixall Parish Council 2024-2025)

Whixall Parish Council

Details of bank reconciliation dated 30/09/2024 for Savings

| Date | Type | Reference | Supplier / customer | Description | Amount |
|----------------------------------|----------|----------------|---------------------|------------------|-----------------|
| Opening statement balance | | | | | 25983.91 |
| Reconciled transactions | | | | | |
| 02/09/2024 | Transfer | Funds transfer | | Balance Top Up | -1000.00 |
| 30/09/2024 | Receipt | R4 | Unity Trust Bank | Bank Interest Q2 | 177.92 |
| Reconciled Balance | | | | | 25161.83 |

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

1006611513 | 00947
Mrs Amanda Roberts
Whixall Parish Council
2 Tilley Road
Wem
Shrewsbury
SY4 5HA

Date: 30/09/2024

Account Name: Whixall Parish Council

Swift Code (BIC): NWBKGB2L
IBAN Number: GB93NWBK60023571418024

Sort Code: 608301
Account Number: 20423120

The credit interest rate is 2.75% AER as of your statement date.

Contact Us

- Call us: **0345 140 1000**
- Email us: **us@unity.co.uk**
- Visit us: **unity.co.uk**

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at **unity.co.uk/fscs**

| Your Instant Access account transactions: | | | | | |
|---|-----------------|-------------------------|--------------|-------------|------------|
| Date | Type | Details | Payments Out | Payments In | Balance |
| 31/08/2024 | | Balance brought forward | £0.00 | £0.00 | £25,983.91 |
| 02/09/2024 | Transfer | Transfer to 20423117 | £1,000.00 | £0.00 | £24,983.91 |
| 30/09/2024 | Credit Interest | Credit Interest | £0.00 | £177.92 | £25,161.83 |

Sending or Receiving Currency

You may be asked for your SWIFTBIC (Bank Identification Code) and IBAN (International Bank Account Number). These can be found at the top of this statement and are required to ensure that international banks can find the correct account to credit or debit funds.

When receiving currency into your Unity account, you must inform us of the transaction. The SWIFTBIC number relates to a central Unity account. We use this account to receive international currency before allocating the payment to your account. Please call us on **0345 140 1000** for more information.

Fraud Concerns

If you have any concerns regarding fraud on your account, then please call the freephone number **0808 196 8420**.

What happens when something goes wrong?

If you have a problem with your Unity account or our service, please get in touch with us on **0345 140 1000**. We aim to resolve any issues as soon as possible.

Accessibility

Unity offers a number of supporting services such as statements in braille or large print. Please contact us for more information.

Additional information

A copy of our interest rates can be found on our website – **[unity.co.uk/interest-rates](https://www.unity.co.uk/interest-rates)**

A copy of our fees and charges can be found on our website – **<https://www.unity.co.uk/terms-and-conditions/>**

This information is also available by calling **0345 140 1000**.

To help us improve our service and maintain security, we may monitor and/or record your telephone calls with us.

Whixall Parish Council

Budget report from 1-Apr-2024 to 30 Sept-2024 (figures exclude VAT)

All reserves

Payments

| | Period | | |
|-------------------------------|------------------|-----------------|-----------------|
| | Budget | Actual | Variance |
| Other Payments | | | |
| Miscellaneous Payments | 0.00 | 0.00 | 0.00 |
| Total Other Payments | 0.00 | 0.00 | 0.00 |
| Administration | | | |
| General Admin | 120.00 | 155.40 | -35.40 |
| Bank charges | 75.00 | 36.00 | 39.00 |
| Website and Newsletter | 370.00 | 119.94 | 250.06 |
| Elections | 0.00 | 0.00 | 0.00 |
| Audit | 120.00 | 0.00 | 120.00 |
| Room Hire | 324.00 | 0.00 | 324.00 |
| Training | 220.00 | 0.00 | 220.00 |
| Insurance | 450.00 | 657.42 | -207.42 |
| Affiliations | 645.00 | 528.82 | 116.18 |
| Total Administration | 2,324.00 | 1,497.58 | 826.42 |
| Asset Management | | | |
| Grass cutting | 1,650.00 | 0.00 | 1,650.00 |
| Hollinwood Green | 0.00 | 6.68 | -6.68 |
| Marlot routine works | 250.00 | 25.67 | 224.33 |
| Marlot emergency repairs | 200.00 | 0.00 | 200.00 |
| Total Asset Management | 2,100.00 | 32.35 | 2,067.65 |
| Community | | | |
| Chairman Fund | 440.00 | 0.00 | 440.00 |
| Events | 440.00 | 0.00 | 440.00 |
| Total Community | 880.00 | 0.00 | 880.00 |
| Staffing | | | |
| Staff - non-salary costs | 437.00 | 161.55 | 275.45 |
| Salaries | 6,160.00 | 3,265.37 | 2,894.63 |
| Total Staffing | 6,597.00 | 3,426.92 | 3,170.08 |
| Total Payments | 11,901.00 | 4,956.85 | 6,944.15 |

Receipts

| | Period | | |
|-----------------------------|------------------|------------------|---------------|
| | Budget | Actual | Variance |
| Precept | | | |
| Precept Payment | 12,880.00 | 12,880.00 | 0.00 |
| Total Precept | 12,880.00 | 12,880.00 | 0.00 |
| Other receipts | | | |
| VAT Repayments | 0.00 | 129.33 | 129.33 |
| CIL / Neighbourhood Fund | 0.00 | 0.00 | 0.00 |
| Bank Interest | 200.00 | 332.73 | 132.73 |
| Miscellaneous Receipts | 1.00 | 0.00 | -1.00 |
| Total Other receipts | 201.00 | 462.06 | 261.06 |
| Total Receipts | 13,081.00 | 13,342.06 | 261.06 |