



## Minutes of the Highclere Parish Council Meeting

Highclere Village Hall

Tuesday 09 April 2024 at 7.30pm

**Members Present:** Cllr Norton (Chairman), Cllr Bartholomew, Cllr Easton, Cllr York

**Clerk:** Amy White

**Present:** Cllr Falconer, one parishioner

The Chairman, Brad Norton welcomed everyone to the meeting.

**1. 99/23 Apologies for Absence**

Cllr Thacker was absent. Apologies received from Cllr MacIver. Cllr John Stoker has resigned. HPC thanks him for his wonderful work on the council and wishes him well. He remains on the Neighbourhood Plan steering group.

**2. 100/23 Declarations of Interest**

None.

**3. 101/23 To agree Minutes of Meeting held on 12 March 2024**

The Minutes of 12 March 2024 were agreed as a true record and signed by the Chairman.

**4. 102/23 Matters arising from Meeting held on 12 March 2024**

	Action	Person
	Cllr Norton to create wording for leaflet to be sent to Penwood residents regarding a possible tree survey. <b>Not actioned- moved to next meeting.</b>	<b>Cllr Norton</b>

**5. 103/23 Public participation**

A parishioner came to discuss a potential planning application at Plantation Cottage. The application has not yet been submitted and the council cannot comment until the application is received.

**6. 104/23 Reports from County and Borough Councillors**

Cllr Falconer explained that BDBC is in the pre election period.

**7. 105/23 Business Plan- to decide on creating a 3 year Highclere Action plan**

The Clerk has circulated in advance a number of examples of action/business plans for parish councils. It was discussed that it might help promote and explain what a parish council is, its powers and duties, as well as making it a more accountable body.

A cohesive web presence for all of Highclere including Highclere Society was discussed.

**Action:** Clerk, Cllr Bartholomew and Cllr Doe to meet with Highclere Society on 28 May to discuss ways of cross working.

**Action:** Cllr Bartholomew to initiate email discussion with Highclere Fete website creator and Clerk/Cllr Doe to discuss websites.

**8. 106/23 Footpaths: Recent change of use in Glebe Field and discussion on 'historic' right of way- Cllr Bartholomew**

Cllr Bartholomew commented that part of the Glebe has been fenced off- this field is owned by the diocese and currently rented out to parishioners. The fenced off area has been used historically by dog walkers so there is some concern as to why this happened.

**Action:** Cllr Bartholomew to investigate the issue of the Glebe field further.

**9. 107/23 Recent Planning Applications (comments in bold):**

Please see [the Basingstoke and Deane portal](#) for full responses from HPC.

- 24/00573/ROC Land At The Old Piggery Westridge: Objection
- T/00156/24/TPO Barncourt Star Lane Highclere: No objection
- 24/00235/HSE Oaklea Penwood Road Wash Water: No comment
- 24/00644/FUL Barn On Land Adjacent To The A343 Andover Road Highclere: Objection
- 24/00589/FUL Pykes House Mount Road Highclere: No objection (comment added)
- 24/00773/AGPD Land At Oakley Farm Penwood Road Wash Water: Not yet decided (deadline 23 April)

**10. 108/23 Neighbourhood Plan update**

Colin Wall provided the following report:

*Progress to date*

1. The recommendation at your last meeting was that we should change our Site allocation from Foxs Lane to Cleremeadows. This and its implications have been taken on board by our consultants, PlanET. In the meantime they have sent us their almost final draft of the Screening NP. The SG will consider this at it's next meeting (TBA).

2. The Chairman has made contact with the proposer of Cleremeadows, Donnington Homes, and informed them of the policies to which any development there must conform. We hope to have a meeting with them soon to discuss their initial thoughts and gather evidence for the Screening NP.

3. In light of Cllr Stoker's resignation from the PC, we are assuming that his place as PC rep on the NPSG will naturally fall to Cllr MacIver.

**11. 109/23 Westridge Studio project update and request for plaques with remaining CIL funds**

Plaques: Westridge Studio has requested 3 plaques at a cost of £108 each, to sit under the three trees planted with the CIL funds allocated in last financial year's budget.

**Action:** Clerk to approve costs for plaques with Westridge.

**12. 110/23 Finance update**

The Clerk presented items for payment for April, added at the end of the Minutes.

**Barclays Bank Balance at 31 March 2024: £46043.27**

The Clerk confirmed the end of year accounts balance (see attached end of of year info at end of Minutes). The Clerk is now preparing for internal audit, which will take place on Tuesday 04 June 2024.

Scribe is now used as the accounting package.

**13. 111/23 Decision on format of AM and APM**

The lack of parishioner engagement has been noted at the last few APMs. It was therefore decided that Cllr Norton will open up the APM and welcome attendees but not read out the report. The information for the report will be gathered by the Clerk and made available to read at the meeting and online.

**14. 112/23 Items to take forward to subsequent meeting**

Standard items for Annual Meeting.

**15. 113/23 Date of next Meeting Tuesday 14<sup>th</sup> May Highclere Village Hall 7:30pm (Annual Meeting), 8pm (Annual Parish Meeting ).**

Signed \_\_\_\_\_ Position \_\_\_\_\_ Date \_\_\_\_\_

**Actions from 09 April 2024 Meeting**

<b>Number</b>	<b>Action</b>	<b>Person</b>
<b>90/23</b>	Cllr Norton to create wording for leaflet to be sent to Penwood residents regarding a possible tree survey	<b>Cllr Norton</b>
<b>105/23</b>	Clerk, Cllr Bartholomew and Cllr Doe to meet with Highclere Society on 28 May to discuss ways of cross working.	<b>Clerk, Cllr Doe, Cllr Bartholomew</b>
<b>105/23</b>	Cllr Bartholomew to initiate email discussion with Highclere Fete website creator and Clerk/Cllr Doe to discuss websites.	<b>Cllr Bartholomew</b>
<b>106/23</b>	Cllr Bartholomew to investigate the issue of the Glebe field further.	<b>Cllr Bartholomew</b>
<b>109/23</b>	Clerk to approve costs for plaques with Westridge.	<b>Clerk</b>

# Accounts for payment

## Highclere Parish Council PAYMENTS (AWAITING AUTHORISATION) LIST

8 April 2024 (2024 - 2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
6	Hall Hire	02/04/2024		Barclays		Hall Hire	Highclere Village Hall	Z	51.00		51.00
3	Admin incl Ionos, website	02/04/2024		Barclays		Monthly invoice	Ionos	S	6.00	1.20	7.20
5	Scribe Accounting	02/04/2024		Barclays		Set up fee	Scribe	S	249.00	49.80	298.80
4	Payroll	02/04/2024		Barclays		Monthly payroll invoice	Red76 Tax Ltd	S	16.00	3.20	19.20
2	Neighbourhood Plan	02/04/2024		Barclays		Neighbourhood Plan	Planet	S	845.00	169.00	1,014.00
10	Member Subscriptions	08/04/2024		Barclays	Development Part	HALC development partner fee	HALC	E	448.00		448.00
1	Scribe Accounting	10/04/2024		Barclays		Monthly Subscription	Scribe	S	31.00	6.20	37.20
8	Pension Contribution	26/04/2024		Barclays	April contribution	Pension- nest	Nest Pensions	E	80.50		80.50
9	Litter Warden Salary	26/04/2024		Barclays	April salary and ex	Litter Warden Salary and Exper	David McClelland	E	587.48		587.48
7	Clerk Salary	27/04/2024		Barclays	April Salary	Clerk Salary	Amy White	E	790.89		790.89
<b>Total</b>									<b>3,104.87</b>	<b>229.40</b>	<b>3,334.27</b>

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role*

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role*

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role*

HIGHCLERE PARISH COUNCIL  
Receipts and Payments - 2023/24

RECEIPTS	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
Precept	£ 12,528.00					£ 12,528.00							£ 25,056.00
Litter Warden Grant	£ 8,398.52												£ 8,398.52
Other Grants						£ 10,000.00							£ 10,000.00
Other													£ -
VAT Recovered	£ 1,867.83								£ 1,369.09			£ 1,056.10	£ 4,293.02
CIL Payments							£ 493.40						£ 493.40
Bank Interest			£ 90.35			£ 120.10			£ 192.47			£ 190.58	£ 593.50
	£ 22,794.35	£ -	£ 90.35	£ -	£ -	£ 22,648.10	£ 493.40	£ -	£ 1,561.56	£ -	£ -	£ 1,246.68	£ 48,834.44

PAYMENTS	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Total
Clerk's salary	£ 711.28	£ 705.28	£ 711.08	£ 711.28	£ 908.96	£ 741.15	£ 741.15	£ 1,067.80	£ 790.69	£ 790.69	£ 790.69	£ 790.69	£ 9,460.74
PAYE	£ 634.74	£ 317.57	£ 317.57	£ 317.37	£ 408.95	£ 326.76	£ 326.76	£ 515.78	£ 347.71	£ 347.71	£ 347.71	£ 347.71	£ 4,238.77
Litter Warden Salary	£ 536.80	£ 536.80	£ 536.80	£ 536.80	£ 536.80	£ 536.80	£ 536.80	£ 536.80	£ 536.80	£ 536.80	£ 536.80	£ 536.80	£ 6,441.60
Pension contribution	£ 72.96	£ 72.96	£ 72.96	£ 72.96	£ 75.28	£ 75.28	£ 75.28	£ 80.50	£ 80.50	£ 80.50	£ 80.50	£ 80.50	£ 920.18
Clerk's expenses	£ 6.00						£ 32.41						£ 38.41
Training Courses												£ 105.00	£ 105.00
Insurance		£ 341.24											£ 341.24
Audit			£ 240.00				£ 210.00						£ 450.00
Chairman's allowance		£ 61.51											£ 61.51
Cllr Expenses/Travel													£ -
Member Subscriptions													£ -
IT/Website Admin incl Ionos	£ 54.99	£ 5.00	£ 15.99	£ 6.00	£ 6.00	£ 6.00	£ 65.92	£ 6.00	£ 6.00	£ 6.00	£ 6.00	£ 88.49	£ 272.39
Payroll	£ 14.00	£ 30.00	£ 16.00	£ 16.00	£ 16.00	£ 16.00	£ 16.00	£ 16.00	£ 16.00	£ 16.00	£ 16.00	£ 16.00	£ 204.00
Grants & Sec 137													£ -
Reserves													£ -
Speed Indicator Placement	£ 70.00		£ 287.98					£ 350.00		£ 280.00		£ 280.00	£ 1,267.98
Hall Hire						£ 90.00		£ 40.00		£ 20.00	£ 20.00	£ 20.00	£ 190.00
Neighbourhood Plan	£ 783.68	£ 903.20	£ 232.50	£ 1,141.21	£ 650.00	£ 632.50		£ 835.00	£ 910.00			£ 20.00	£ 6,108.09
Planning	£ 250.00							£ 1,150.00					£ 2,200.00
VAT	£ 303.54	£ 178.64	£ 80.90	£ 237.64	£ 134.40	£ 130.90	£ 64.87	£ 241.40	£ 186.40	£ 60.40	£ 469.65	£ 385.90	£ 2,474.64
Grant Refund													£ -
Other (Repairs, Lengthsman, Maintenance)				£ 25.00							£ 1,495.00		£ 1,520.00
Community Funded Initiative													£ -
CIL											£ 831.25	£ 1,580.00	£ 2,411.25
Defib for Penwood											£ 750.00		£ 750.00
Westridge Project	£ 595.00												£ 595.00
	£ 3,398.25	£ 3,469.37	£ 2,511.78	£ 3,064.26	£ 2,736.39	£ 2,555.39	£ 2,069.19	£ 4,839.28	£ 2,874.10	£ 2,138.10	£ 6,143.60	£ 4,251.09	£ 40,050.80

BUDGET	% of Budget
75056.00	100%
8398.52	100%
	#DIV/0!

BUDGET	% of Budget
12044.00	79%
	#DIV/0!
8300.00	78%
328.35	280%
100.00	38%
50.00	210%
400.00	85%
450.00	100%
745.00	8%
100.00	0%
400.00	0%
250.00	109%
192.00	106%
500.00	0%
545.00	0%
600.00	211%
150.00	127%
800.00	76%
2000.00	
2000.00	124%
4000.00	0%
1000.00	152%
	#DIV/0!
2388.00	101%
2000.00	
5000.00	12%
551,542.35	78%

HIGHCLERE PARISH COUNCIL  
Financial Transactions 2023/24

DATE	INVOI	PAID	PC Category	Other Notes	INCOME	EXPENSE	BANK REC
27-Feb-23	21-Apr-23		Payroll	Red76 Payroll from Feb 2023 Inv 5470		£ 14.00	Y
27-Feb-23	21-Apr-23		VAT	Red76 Payroll from Feb 2023 Inv 5470		£ 2.80	Y
29-Mar-23	21-Apr-23		Planning	Steve Lees planning consultant for Watermill Bridge revised application		£ 250.00	Y
28-Mar-23	13-Apr-23		IT/Website Admin incl Ionos	Ionos invoice 203035525887 (Direct Debit)		£ 5.00	Y
28-Mar-23	13-Apr-23		VAT	Ionos invoice 203035525887 (Direct Debit)		£ 1.00	Y
21-Apr-23	21-Apr-23		Clerk's Expenses	Ionos invoice 203035525887 (paid incorrectly, corrected in May salary)		£ 6.00	Y
27-Mar-23	21-Apr-23		Speed Indicator Placement	11/23, 22/23 Premier Grounds Inv 1968		£ 70.00	Y
27-Mar-23	21-Apr-23		VAT	11/23, 22/23 Premier Grounds Inv 1968		£ 14.00	Y
22-Mar-23	21-Apr-23		Neighbourhood Plan	Planet Invoice 1252		£ 320.00	Y
22-Mar-23	21-Apr-23		VAT	Planet Invoice 1252		£ 64.00	Y
16-Mar-23	6-Apr-23		Westridge Project	Tree works at Westridge by Highclere Tree Works		£ 595.00	Y
16-Mar-23	6-Apr-23		VAT	Tree works at Westridge by Highclere Tree Works		£ 119.00	Y
20-Mar-23	21-Apr-23		Neighbourhood Plan	Royal Mail Boundary match and leaflet delivery		£ 463.68	Y
20-Mar-23	21-Apr-23		VAT	Royal Mail Boundary match and leaflet delivery		£ 92.74	Y
15-Mar-23	21-Apr-23		IT/Website Admin incl Ionos	Microsoft 365 Personal (Clerk computer)		£ 49.99	Y
15-Mar-23	21-Apr-23		VAT	Microsoft 365 Personal (Clerk computer)		£ 10.00	Y
11-Apr-23	14-Apr-23		Pension contribution	Nest (Direct Debit)		£ 72.96	Y
11-Apr-23	27-Apr-23		Clerk's Salary			£ 711.28	Y
11-Apr-23	27-Apr-23		Litter Warden Salary	Includes £20 fuel allowance		£ 536.80	Y
24-Apr-23	24-Apr-23		Precept		#####		Y
24-Apr-23	24-Apr-23		Litter Warden grant		£ 8,398.52		Y
21-Apr-23	21-Apr-23		VAT Recovered		£ 1,867.83		Y
24-Apr-23	15-May-23		Neighbourhood Plan	Westridge Studio hire Inv 312		£ 45.00	Y
27-Apr-23	15-May-23		Payroll	Red76 Payroll Inv 5896		£ 16.00	Y
27-Apr-23	15-May-23		VAT	Red76 Payroll Inv 5896		£ 3.20	Y
27-Mar-23	15-May-23		Payroll	Red76 Payroll Inv 5695		£ 14.00	Y
27-Mar-23	15-May-23		VAT	Red76 Payroll Inv 5695		£ 2.80	Y
30-Apr-23	15-May-23		Insurance	Parish insurance- Zurich Municipal		£ 341.24	Y
27-Apr-23	24-May-23		IT/Website Admin incl Ionos	Ionos invoice 203035979372 (Direct Debit)		£ 5.00	Y
27-Apr-23	24-May-23		VAT	Ionos invoice 203035979372 (Direct Debit)		£ 1.00	Y
31-Mar-23	15-May-23		Neighbourhood Plan	Planet Invoice 1257		£ 858.20	Y
31-Mar-23	15-May-23		VAT	Planet Invoice 1257		£ 171.64	Y
27-May-23	27-May-23		Litter Warden Salary			£ 536.80	Y
27-May-23	27-May-23		Clerk's Salary	(Less £6 overpaid for Ionos invoice 203035525887)		£ 705.28	Y
26-May-23	26-May-23		Pension contribution	Nest (Direct Debit)		£ 72.96	Y
27-May-23	15-May-23		PAYE	HMRC Month 1 & 2		£ 634.74	Y
9-May-23	15-May-23		Chairman's Allowance	Lidl and M&S nibbles and drinks for Annual Parish Meeting (paid by Clerk)		£ 61.51	Y
5-Jun-23	5-Jun-23		Bank Interest		£ 90.35		Y
14-Jun-23	14-Jun-23		PAYE	HMRC Month 3		£ 317.57	Y
27-Jun-23	27-Jun-23		Litter Warden Salary			£ 536.80	Y
27-Jun-23	27-Jun-23		Clerk's Salary			£ 711.08	Y
27-Jun-23	27-Jun-23		Pension contribution	Nest (Direct Debit)		£ 72.96	Y
6-Jun-23	14-Jun-23		Audit	Eleanor Greene- Do The Numbers Internal Audit		£ 240.00	Y
30-May-23	14-Jun-23		Neighbourhood Plan	Profile Print- filers for NP meetings		£ 232.50	Y
30-May-23	14-Jun-23		VAT	Profile Print- filers for NP meetings		£ 46.50	Y
28-May-23	13-Jun-23		IT/Website Admin incl Ionos	Ionos invoice 203036447061 (Direct Debit)		£ 15.99	Y
28-May-23	13-Jun-23		IT/Website Admin incl Ionos	Ionos invoice 203036447061 (Direct Debit)		£ 3.20	Y
27-May-23	14-Jun-23		Payroll	Red76 Payroll Inv 6128		£ 16.00	Y
27-May-23	14-Jun-23		VAT	Red76 Payroll Inv 6128		£ 3.20	Y
26-May-23	14-Jun-23		Speed Indicator Placement	Premier Grounds SID movement Inv 2055		£ 140.00	Y
26-May-23	14-Jun-23		VAT	Premier Grounds SID movement Inv 2055		£ 28.00	Y
13-Jun-23	14-Jun-23		Speed Indicator Placement	2 x batteries for Community Speedwatch Team (Clerk purchased)		£ 147.98	Y
27-Jun-23	19-Jul-23		Payroll	Red76 Payroll Inv 6392		£ 16.00	Y
27-Jun-23	19-Jul-23		VAT	Red76 Payroll Inv 6392		£ 3.20	Y
31-May-23	19-Jul-23		Neighbourhood Plan	Planet Invoice 1264		£ 1,094.00	Y
31-May-23	19-Jul-23		VAT	Planet Invoice 1264		£ 218.80	Y
23-Jun-23	19-Jul-23		Other	Materials for lengthsmen work		£ 25.00	Y
23-Jun-23	19-Jul-23		VAT	Materials for lengthsmen work		£ 5.00	Y
28-Jun-23	14-Jul-23		IT/Website Admin incl Ionos	Ionos invoice 203036907865 (Direct Debit)		£ 6.00	Y
28-Jun-23	14-Jul-23		VAT	Ionos invoice 203036907865 (Direct Debit)		£ 1.20	Y
27-Jul-23	27-Jul-23		Litter Warden Salary			£ 536.80	Y
27-Jul-23	27-Jul-23		Clerk's Salary			£ 711.28	Y
27-Jul-23	27-Jul-23		PAYE	HMRC Month 4		£ 317.37	Y
6-Jul-23	19-Jul-23		Neighbourhood Plan	Royal Mail Boundary match and leaflet delivery extra invoice		£ 47.21	Y
6-Jul-23	19-Jul-23		VAT	Royal Mail Boundary match and leaflet delivery extra invoice		£ 9.44	Y
27-Jul-23	27-Jul-23		Pension contribution	Nest (Direct Debit)		£ 72.96	Y
27-Aug-23	29-Aug-23		Pension contribution	Nest (Direct Debit)		£ 75.28	Y
27-Aug-23	29-Aug-23		Clerk's Salary			£ 908.96	Y
27-Aug-23	29-Aug-23		Litter Warden Salary			£ 536.80	Y
27-Jul-23	15-Aug-23		IT/Website Admin incl Ionos	Ionos invoice 203037370898 (Direct Debit)		£ 6.00	Y
27-Jul-23	15-Aug-23		VAT	Ionos invoice 203037370898 (Direct Debit)		£ 1.20	Y
27-Jul-23	29-Aug-23		Payroll	Red76 Payroll Inv 6656		£ 16.00	Y
27-Jul-23	29-Aug-23		VAT	Red76 Payroll Inv 6656		£ 3.20	Y
30-Jun-23	29-Aug-23		Neighbourhood Plan	Planet Invoice 1268		£ 650.00	Y
30-Jun-23	29-Aug-23		VAT	Planet Invoice 1268		£ 130.00	Y
27-Aug-23	29-Aug-23		PAYE	HMRC Month 5		£ 408.95	Y
10-Sep-23	14-Sep-23		Hall Hire	HVH from 2022-2023		£ 90.00	Y
27-Aug-23	14-Sep-23		Payroll	Red76 Payroll Inv 6878		£ 16.00	Y
27-Aug-23	14-Sep-23		VAT	Red76 Payroll Inv 6878		£ 3.20	Y
28-Aug-23	13-Sep-23		IT/Website Admin incl Ionos	Ionos invoice 203037835028 (Direct Debit)		£ 6.00	Y
28-Aug-23	13-Sep-23		VAT	Ionos invoice 203037835028 (Direct Debit)		£ 1.20	Y
31-Jul-23	14-Sep-23		Neighbourhood Plan	Planet Invoice 1272		£ 632.50	Y
31-Jul-23	14-Sep-23		VAT	Planet Invoice 1272		£ 126.50	Y
4-Sep-23	4-Sep-23		Bank Interest		£ 120.10		Y
27-Sep-23	15-Sep-23		Pension contribution	Nest (Direct Debit)		£ 75.28	Y
27-Sep-23	27-Sep-23		Clerk's Salary			£ 741.15	Y
27-Sep-23	27-Sep-23		Litter Warden Salary			£ 536.80	Y
27-Sep-23	14-Sep-23		PAYE	HMRC Month 6		£ 326.76	Y
12-Sep-23	12-Oct-23		Clerk's expenses	Printer toner		£ 32.41	Y
12-Sep-23	12-Oct-23		VAT	Printer toner		£ 6.48	Y
2-Oct-23	12-Oct-23		IT/Website Admin incl Ionos	Dropbox Plus for HPC		£ 59.92	Y
2-Oct-23	12-Oct-23		VAT	Dropbox Plus for HPC		£ 11.99	Y
27-Oct-23	12-Oct-23		PAYE	HMRC Month 7		£ 326.76	Y
27-Oct-23	27-Oct-23		Clerk's Salary			£ 741.15	Y
27-Oct-23	27-Oct-23		Litter Warden Salary			£ 536.80	Y
28-Sep-23	16-Oct-23		IT/Website Admin incl Ionos	Ionos invoice 203038307323 (Direct Debit)		£ 6.00	Y
28-Sep-23	16-Oct-23		VAT	Ionos invoice 203038307323 (Direct Debit)		£ 1.20	Y
27-Sep-23	12-Oct-23		Payroll	Red76 Payroll Inv 7095		£ 16.00	Y

27-Sep-23	12-Oct-23	VAT	Red76 Payroll Inv 7095		£	3.20	Y
27-Sep-23	25-Sep-23	Precept	2nd Tranche	#####			Y
20-Sep-23	22-Sep-23	Neighbourhood Plan	Groundworks Grant	#####			Y
18-Sep-23	12-Oct-23	Audit	External Audit (BDO)		£	210.00	Y
18-Sep-23	12-Oct-23	VAT	External Audit (BDO)		£	42.00	Y
27-Oct-23	19-Oct-23	Pension contribution	Nest (Direct Debit)		£	75.28	Y
5-Oct-23	16-Oct-23	CIL	CIL payment received	£	493.40		Y
10-Oct-23	17-Nov-23	Hall Hire	Westridge Studio hire for Local Plan meeting Inv 399		£	20.00	Y
7-Nov-23	17-Nov-23	Hall Hire	Westridge Studio hire for HPC meeting Inv 415		£	20.00	Y
20-Oct-23	17-Nov-23	Planning	Steve Lees Watermill Bridge planning support		£	1,150.00	Y
27-Oct-23	17-Nov-23	Payroll	Red76 Payroll Inv 7354		£	16.00	Y
27-Oct-23	17-Nov-23	VAT	Red76 Payroll Inv 7354		£	3.20	Y
27-Oct-23	17-Nov-23	Speed Indicator Placement	Placement on 31/05, 17/06, 28/08, 26/07, 09/08, 24/08, 06/09, 20/09, 04/10		£	350.00	Y
27-Oct-23	17-Nov-23	VAT	Placement on 31/05, 17/06, 28/08, 26/07, 09/08, 24/08, 06/09, 20/09, 04/10		£	70.00	Y
28-Oct-23	15-Nov-23	IT/Website Admin incl Ionos	Ionos invoice 203038791383 (Direct Debit)		£	6.00	Y
28-Oct-23	15-Nov-23	VAT	Ionos invoice 203038791383 (Direct Debit)		£	1.20	Y
29-Sep-23	9-Nov-23	Neighbourhood Plan	Planet Invoice 1004		£	835.00	Y
29-Sep-23	9-Nov-23	VAT	Planet Invoice 1004		£	167.00	Y
27-Nov-23	27-Nov-23	Clerk's salary	Includes NALC agreed payscale 23/24 and back pay		£	1,067.80	Y
27-Nov-23	27-Nov-23	Litter Warden Salary			£	536.80	Y
27-Nov-23	17-Nov-23	PAYE	HMRC Month 8		£	515.78	Y
27-Nov-23	27-Nov-23	Pension Contribution	Nest (Direct Debit)		£	80.50	Y
21-Dec-23	22-Dec-23	Litter Warden Salary			£	536.80	Y
21-Dec-23	22-Dec-23	Clerk's salary			£	790.69	Y
23-Dec-23	15-Dec-23	Pension Contribution	Nest (Direct Debit)		£	80.50	Y
23-Dec-23	18-Dec-23	PAYE	HMRC Month 9		£	347.71	Y
9-Nov-23	18-Dec-23	Neighbourhood Plan	Planet Invoice 1006		£	910.00	Y
9-Nov-23	18-Dec-23	VAT	Planet Invoice 1006		£	182.00	Y
28-Nov-23	14-Dec-23	IT/Website Admin incl Ionos	Ionos invoice 203039276624 (Direct Debit)		£	6.00	Y
28-Nov-23	14-Dec-23	VAT	Ionos invoice 203039276624 (Direct Debit)		£	1.20	Y
27-Nov-23	18-Dec-23	Payroll	Red76 Payroll Inv 7596		£	16.00	Y
27-Nov-23	18-Dec-23	VAT	Red76 Payroll Inv 7596		£	3.20	Y
4-Dec-23	4-Dec-23	Bank Interest		£	192.47		Y
6-Dec-23	6-Dec-23	VAT Recovered		£	1,369.09		Y
27-Jan-24	26-Jan-24	Litter Warden Salary			£	536.80	Y
27-Jan-24	26-Jan-24	Clerk's salary			£	790.69	Y
26-Jan-24	26-Jan-24	Pension Contribution	Nest (Direct Debit)		£	80.50	Y
15-Jan-24	15-Jan-24	PAYE	HMRC Month 10		£	347.71	Y
28-Dec-23	15-Jan-24	IT/Website Admin incl Ionos	Ionos invoice 203039755577 (Direct Debit)		£	6.00	Y
28-Dec-23	15-Jan-24	VAT	Ionos invoice 203039755577 (Direct Debit)		£	1.20	Y
27-Dec-23	15-Jan-24	Payroll	Red76 Payroll Inv 7831		£	16.00	Y
27-Dec-23	15-Jan-24	VAT	Red76 Payroll Inv 7831		£	3.20	Y
20-Dec-23	15-Jan-24	Speed Indicator Placement	Placement on 1/11, 13/11, 30/11, 13/12		£	280.00	Y
20-Dec-23	15-Jan-24	VAT	Placement on 1/11, 13/11, 30/11, 13/12		£	56.00	Y
2-Jan-24	15-Jan-24	Hall Hire	Westridge Studio hire for HPC meeting Inv 436		£	20.00	Y
28-Jan-24	14-Feb-24	IT/Website Admin incl Ionos	Ionos invoice 203040240143 (Direct Debit)		£	6.00	Y
28-Jan-24	14-Feb-24	VAT	Ionos invoice 203040240143 (Direct Debit)		£	1.20	Y
27-Jan-24	12-Feb-24	Payroll	Red76 Payroll Inv 8145		£	16.00	Y
27-Jan-24	12-Feb-24	VAT	Red76 Payroll Inv 8145		£	3.20	Y
26-Jan-24	12-Feb-24	Hall Hire	Westridge Studio hire for HPC meeting Inv 450		£	20.00	Y
16-Jan-24	12-Feb-24	Defib for Penwood	London Hearts- 50% grant accounted for		£	750.00	Y
15-Jan-24	12-Feb-24	Planning	Steve Lees Watermill Bridge planning support at Appeal Dec 2023		£	800.00	Y
26-Feb-24	26-Feb-24	Pension Contribution	Nest (Direct Debit)		£	80.50	Y
27-Feb-24	12-Feb-24	Litter Warden Salary			£	536.80	Y
27-Feb-24	12-Feb-24	Clerk's salary			£	790.69	Y
30-Jan-24	12-Feb-24	Other	Tree work at Highclere Village Hall (Highclere Tree Works)		£	1,495.00	Y
30-Jan-24	12-Feb-24	VAT	Tree work at Highclere Village Hall (Highclere Tree Works)		£	299.00	Y
27-Feb-24	12-Feb-24	PAYE	HMRC Month 10		£	347.71	Y
21-Feb-24	22-Feb-24	CIL	Gardens by James Dean- deposit for purchase of laurel hedging		£	600.00	Y
21-Feb-24	22-Feb-24	VAT	Gardens by James Dean- deposit for purchase of laurel hedging		£	120.00	Y
20-Feb-24	21-Feb-24	CIL	Penwood Nurseries- trees		£	231.25	Y
20-Feb-24	21-Feb-24	VAT	Penwood Nurseries- trees		£	46.25	Y
27-Feb-24	14-Mar-24	Payroll	Red76 Payroll Inv 8367		£	16.00	Y
27-Feb-24	14-Mar-24	VAT	Red76 Payroll Inv 8367		£	3.20	Y
23-Feb-24	14-Mar-24	Training Courses	Shrewsbury ALC Fundamentals For Councillors - Maclver & Bartholomew		£	105.00	Y
23-Feb-24	14-Mar-24	CIL	Gardens by James Dean- Purchase of laurel hedging and trees for Westridg		£	1,580.00	Y
23-Feb-24	14-Mar-24	VAT	Gardens by James Dean- Purchase of laurel hedging and trees for Westridg		£	316.00	Y
28-Feb-24	14-Mar-24	IT/Website Admin incl Ionos	Ionos invoice 203040750045 (Direct Debit)		£	6.00	Y
28-Feb-24	14-Mar-24	VAT	Ionos invoice 203040750045 (Direct Debit)		£	1.20	Y
4-Mar-24	4-Mar-24	Bank Interest	Bank Interest earned	£	190.58		Y
7-Mar-24	14-Mar-24	Hall Hire	Westridge Studio hire for HPC meeting Inv 464		£	20.00	Y
19-Mar-24	19-Mar-24	VAT Recovered	HMRC VAT Refund	£	1,056.10		Y
27-Mar-24	27-Mar-24	Litter Warden Salary			£	536.80	Y
27-Mar-24	27-Mar-24	Clerk's salary			£	790.69	Y
27-Mar-24	27-Mar-24	Pension Contribution	Nest (Direct Debit)		£	80.50	Y
27-Mar-24	14-Mar-24	PAYE	HMRC Month 10		£	347.71	Y
11-Mar-24	14-Mar-24	Speed Indicator Placement	Premier Grounds SID movement Inv 2497		£	280.00	Y
11-Mar-24	14-Mar-24	VAT	Premier Grounds SID movement Inv 2497		£	56.00	Y
11-Mar-24	14-Mar-24	IT/Website Admin incl Ionos	Amazon- toner cartridge for Clerk printer		£	47.49	Y
11-Mar-24	14-Mar-24	VAT	Amazon- toner cartridge for Clerk printer		£	9.50	Y
15-Mar-24	15-Mar-24	Admin (inc Courses)	ICO certificate for 24/25 (Direct Debit)		£	35.00	Y
27-Feb-24	18-Mar-24	Neighbourhood Plan	Westridge Studio hire for HPC meeting Inv 469		£	20.00	Y
				#####	£	40,050.80	
				OK		OK	