

REDBOURN PARISH COUNCIL

Parish Centre, The Park,
Redbourn, Hertfordshire, AL3 7LR
Telephone No: 01582 794832 / 07436 549584
E-mail: clerk@redbourn-pc.gov.uk



11th April 2025

Cllrs: D Mitchell (Chair), C O'Donovan (V Chair), I Caldwell, T Finnigan, A Hayes, V Mead, D Bigham, S Vegro, S Withers, T Finnis, W Bloisi and R Bullen

You are summoned to attend a meeting of **REDBOURN PARISH COUNCIL** on **THURSDAY, 17th April 2025, 7.30pm**. This meeting will be in the Parish Council Office, Parish Centre.

If you wish to attend, please contact the Clerk on 01582 794832

CHRIS KENNY
CLERK TO THE COUNCIL

AGENDA

ITEM	TOPIC	PURPOSE/OUTCOME	TO LEAD
1	APOLOGIES	To receive and approve apologies for absence	Chair
2	DECLARATION OF INTERESTS	<p>Members are reminded to make any declarations of disclosable pecuniary and/or personal interests that they may have in relation to items on the Agenda. You should declare at this part of the meeting or when it becomes apparent your interest by stating:</p> <p>A. the item you have the interest in B. whether it is a disclosable pecuniary interest and the nature of the interest, whereupon you will not participate in the discussion or vote on that matter, unless dispensation has been requested and granted C. whether it is a personal interest and the nature of the interest</p> <p>Members are also reminded of their obligation to report any amendment to their Register of Interests to the Clerk as soon as it becomes apparent.</p> <p>Declarations: Cllr D Bigham – Redbourn Village Hall (CM) Community Group (M) Cllr I Caldwell – FoNL (CM), AinR (M) Computer Friendly (M) Ver Valley Society (M) Cllr T Finnigan - Classics (M), Friends of High Street (CM) Redbourn Charities (T) Cllr V Mead – RinB (CM), AinR (CM), FoTHS (M) Museum (Trustee) Cllr D Mitchell - Community Group (M) District Cllr, supporter of CPRE Cllr S Vegro – Active in Redbourn (CM) U3A (treasurer) Cllr T Finnis – Museum (CM) Cllr W Bloisi – Friends of St Mary's (T) Community Group (V) Cllr R Bullen – CPRE (M), Ver Valley Society (M)</p>	All
3	PUBLIC PARTICIPATION	To receive questions, comments, or representations from the Public (3 minutes).	
4	MINUTES OF THE PREVIOUS MEETING	To receive the minutes of the Full Council meeting held on 20th March 2025	Chair
5	ACTIONS FROM PREVIOUS MINUTES	To review actions from the previous minutes	Chair
6	CHAIR'S ANNOUNCEMENTS	To give formal/general announcements	Chair
7	MATTERS TO REPORT	To give notice of urgent items for the meeting to consider for discussion only	Chair

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8	COUNTY REPORT	To receive updates on any County issues that may affect the Parish	County Cllr
9	DISTRICT REPORT	To receive updates on any District issues that may affect the Parish	District Cllr
10	COMMITTEES		
10.1	Commons & Green Spaces	Nothing to receive – next meeting scheduled for 1st May 2025	Cllr O'Donovan
10.2	Planning	Nothing to receive – meeting on 1st April 2025 cancelled due to lack of business.	Cllr Mead
10.3	Management and Communications	To receive the minutes of the Management & Communications committee meeting held on 3rd April 2025	Cllr Hayes
10.4	Finance and Policy	To receive the minutes of the Finance & Policy committee meeting held on 9th April 2025	Cllr Mitchell
11	WORKING PARTIES		
11.1	Christmas Market Firework Display WaR RAGE RCA Silk Mill House	To receive an update on the activities of the working parties.	Various
12	BUSINESS MATTERS		
12.1	Spatial development/local plan	To receive an update on spatial development and local plan	Cllr Mitchell
12.2	Parish Meeting	To discuss format of the Parish Meeting being held on 12th May 2025	Cllr Mitchell
12.3	20mph speed zone	To consider whether a 20mph speed zone be implemented in Redbourn	Cllr Mitchell/Clerk
12.4	Armed Forces Covenant	To consider adopting the Armed Forces Covenant	Clerk
12.5	Redbourn Festival	To decide if Redbourn Parish Council want to run a stall at RedFest on 5th July 2025	Clerk
12.6	St Albans Community Bank	To consider presentation given by St Albans Community Bank	Cllr Bullen
12.7	Luton Airport	To consider whether to write to Secretary of State for Transport regarding the approval of Luton Airport expansion	Cllr Bullen
13	FINANCE		
13.1	Finance Report	To receive the latest Income & Expenditure report	Clerk
13.2	Invoices for payment	To receive the latest report on payments made	Clerk
13.3	Receipts	To receive the latest report on payments received	Clerk
14	MATTERS TO REPORT	For discussion only	All
15	DATE OF NEXT MEETING	Full Council Thursday, 15th May 2025 , 7.30pm, Conference Room at the Parish Centre	All

REDBOURN PARISH COUNCIL

Minutes of Full Council meeting held on Thursday, 20th March 2025 at 7.30pm, held in the Parish Centre, Conference Room

PRESENT: Cllrs D Mitchell (Chair), C O'Donovan (Vice Chair), T Finnigan, A Hayes, R Bullen, T Finnis, S Vegro, W Bloisi, I Caldwell, D Bigham and V Mead

IN ATTENDANCE: C Kenny (Clerk)
Representatives from James Marshall Foundation

412/24 APOLOGIES:

Cllr S Withers

These were duly noted and accepted.

413/24 DECLARATION OF INTERESTS

Nothing new to declare.

414/24 PUBLIC PARTICIPATION

Item 12.7 moved forward

To receive a presentation from representatives from the James Marshall Foundation

Representatives came to talk to members regarding the activities of the James Marshall Foundation who provide grants to financially disadvantaged young people under 25 living in Harpenden, Wheathampstead, Kimpton, Redbourn, Flamstead and Markyate. Assets/land was gifted by James Marshall when he died 300 years ago. These have been invested and enables funds to remain healthy although Trustees do look for other income sources.

The grants are given to an individual for a specific requirement whether that be to help with the cost of transitioning to secondary school, or for school outings, or to fund an educational course or apprenticeship. Since 2021, they have given 277 grants totalling £79K to those in Redbourn at an average of £800 per person. They currently work with the Community Group in signposting and referring individuals.

All applications are means tested and there are 3 eligible requirements:

- Those on free school meals
- Those on other significant benefits
- Those that don't meet the above criteria, JMF will assess by looking at payslips, income and outgoings.

They would like RPC to help promote the services they provide for young people.

ACTION: JMF to write an article for the next edition of the Newsletter

Cllrs thanked representatives for taking the time to speak with RPC who found it very informative.

415/24 MINUTES FROM PREVIOUS MEETING

To receive the minutes of the Full Council meeting held on 20th February 2025

It was proposed by the Chair and resolved that:

*The minutes of the Full Council meeting held on 20th February 2025
were approved as a true record*

416/24 ACTIONS FROM PREVIOUS MINUTES

399/24 – Cllr Mead noted that 20mph consideration had not been added to this month's agenda.

ACTION: Clerk to add to April's agenda

417/24 CHAIR'S ANNOUCEMENTS

Nothing to report

418/24 MATTERS TO REPORT

Potential development – Cllr Bigham

Easter egg hunt - Clerk

419/24 COUNTY REPORT

A5183 – speed limit signs now in place. Cllrs agreed that will continue to push for average speed cameras

420/24 DISTRICT REPORT

Cllr Mitchell had received a complaint from a resident regarding the noise and dust from Kane Haulage site. HCC are the regulating authority if Kane are processing waste material. HCC carried out an inspection of the site last year as well as speaking with the owner of Kane Haulage and confirmed they are not processing any waste materials but rather, undertaking further sizing of the already processed materials on site.

In terms of the noise, this is dealt with under the Environmental Protection Act 1990 to which a statutory nuisance needs to be established to take enforcement action. There needs to be sufficient evidence to make an assessment that a statutory nuisance exists, so requires the complainant to fill out a noise diary over a 2 week period and the noise witnessed by an authorised officer.

That said, the Officer is going to contact the company to discuss the key issues of the complaint and assess what activities are being carried out on site.

The pre-election period begins on 21st March (time between the announcement of an election and the formation of the new elected government/councillors). There are County Council and District Council elections in Redbourn.

421 COMMITTEES

421.1 Commons and Green Spaces

The minutes were presented to Councillors

It was proposed by the Chair and resolved that:

***The minutes of the Commons & Green Spaces committee meeting
held on 6th March 2025 be approved***

ACTION: Clerk to write to residents of Jolly Gardener requesting they do not park on the easement.

421.2 Planning

The minutes were presented to Councillors.
It was proposed by the Chair and resolved that:

***The minutes of the Planning committee meeting held
on 18th February 2025 be approved.***

421.3 Management and Communications

Nothing to report – the next meeting is scheduled for 1st April 2025

421.4 Finance and Policy

Nothing to report – the next meetings are scheduled for 8th and 9th April 2025

422/24 WORKING PARTIES

422.1 To receive an update on the activities of the working parties

CHRISTMAS MARKET – Nothing to report

FIREWORKS – Nothing to report

WAR – Swift boxes being installed on 24th/25th March. 2 members attending Commons Meeting. They are running at River Walk and Talk led by the Ver Valley Society on 5th April.

RAGE – nothing to report.

REDBOURN CLIMATE ACTION – next meeting to be held on 24th March 2025

SILK MILL HOUSE – nothing to report

423 BUSINESS MATTERS

423.1 Spatial development/local plan

To receive an update on Local Plan

Dates have been set for the public examination by the Inspectors and are:

- The hearing sessions will take place in two stages. Stage 1 will cover strategic issues relating to Legal Compliance, Housing Needs, the Spatial Strategy and Green Belt release.
- The Stage 1 hearings will take place at the **Council Offices, Civic Centre, St. Peter's Street, St Albans AL1 3JE.**
- These will run between Tuesday 29 April and Friday 2 May 2025 opening at **10.00 am on Tuesday 29 April 2025.**
- The dates of the Stage 2 hearings sessions will be decided following the Inspectors' consideration of the main issues discussed in the Stage 1 hearings.

The quote from Troy Planning has been received and this was discussed. Employing them would be to ensure that the plan was sound and legal.

It was proposed by the Chair and resolved that:

RPC instruct Troy Planning to represent them during the examination of the Local Plan as per the quote dated 14th March 2025 for sum of £12,700 plus VAT to be funded from EMR 351

ACTION: Clerk to advise Inspector that Troy Planning will be attending on behalf of RPC.

423.2 Parish Conference

Report from Parish Conference on 18th March 2025

Members that attended found the meeting to be informative and subjects covered were:

- Devolution
- Local Plan
- Grey Belt
- Toilets
- Armed forces covenant

ACTION: Add armed forces covenant to next agenda

423.3 Asset Transfer

To consider Heads of Terms for areas identified as asset transfers

Cllrs discussed the Heads of Terms and concluded the following:

- Request copies of the full title documents and confirmation of what covenants, easements and obligations exist on the land, if any
- Ask for amendment to 'use' clause to say 'shall be used for the benefit of the local community or other agreed use that has significant community benefit'
- Ask for amendment to succession of vendor clause to 'in the event of the dissolution of SADC, the vendor's rights will be transferred to Redbourn Parish Council'
- Express what our aspirations are for each plot of land upfront

ACTION: Clerk to write to SADC as per the above.

ACTION: Request that Millenium site be transferred to Parish Council

ACTION: Add to M&C agenda

423.4 Devolution

To receive an update on progress to Unitary Authority

The new structure will come into effect in 2028. There will be a District Council election in 2027 along with the election of a shadow Council who in turn, after the year, will transfer to the Unitary Authority. Staff at district council level will be TUPE'd over to the Unitary Authority. SADC have submitted their proposals to HCC for consideration.

423.5 Highways Meeting

To receive an update from the recent Highways meeting held on 4th March 2025

Meeting was productive particularly because Highways Officers confirmed that the High Street had been scheduled for 'resurfacing and reconstruction work' scheduled for 14th-17th April and will require the road to be closed completely.

ACTION: Clerk to add reminder posts of the dates to social media.

423.6 Community Champion

To set up panel for judging nominees for the Community Champion award

Following Cllrs agreed to sit on the panel

- Cllr Bloisi, Cllr Mead, Cllr Mitchell, Cllr Caldwell and the Clerk

ACTION: Clerk to arrange meeting date

423.7 James Marshall Foundation

To receive a presentation from representatives from the James Marshall Foundation

Item moved fwd

423.8 VE Day event

To receive an update on VE day event

Cllr Bullen has been in contact with Royal British Legion to see if he could make contact with any veterans in AL3 areas but they do not seem to hold this kind of information.

The plan is to hold the commemorative service on 8th May at St Mary's and then to walk/drive to War Memorial where the beacon will be lit. On 10th May, we will hold an afternoon picnic in Cumberland Garden and will invite residents via the Community Group and other organisations, and depending on uptake, to then open up to public but will be limited numbers. The Clerk and Cllr Bullen would like to have live music but this would entail some funding. St Luke's have been approached and would like to contribute to the event and the Primary School will get children to write a poem, one to be chosen to be read out at the Service.

It was proposed, seconded and resolved that:

RPC would fund up to £1,000 towards the event from general reserves.

424/24 FINANCE

424.1 Finance Report

To receive the latest Income and Expenditure Report

Areas highlighted were:

1300/1301 – lettings for conference room will probably not reach target however, the main hall revenue is 126.1% above budget.

400-4005 - this will be overspent by month 12 due to overtime payments as agreed at M&C

410 4080 - Insurance – duplicate entry

460 4470 - PCSO – last quarterly payment made

480 4722 - Commons had agreed spend of £5K however, the amount of debris to clear was underestimated, and required more skips than was quoted for.

Clerk will be completing the year end close with RBS on 4th April 2025

It was proposed by the Chair and resolved that:

***The Income and Expenditure report reflecting
Accounts for February 2025 received***

424.2 Invoices for payment

To receive the latest report on payments made

The Clerk presented Cllrs with the list of payments (Current account – Cash Book 1) for February 2025.

It was proposed by the Chair and resolved that:

The List of Payments (Current account – Cash Book 1) reports showing payments for February 2025 be received

424.3 Receipts

To receive the latest report on payments received

The Clerk presented Cllrs with the list of receipts (Current account – Cash Book 1) for February 2025.

It was proposed by the Chair and resolved that:

The List of Receipts (Current account – Cash Book 1) reports showing receipts for February 2025 be received

425/24 MATTERS TO REPORT

Development – Cllr Bigham was concerned to see clearance work being undertaken on Normead, Lybury Lane. Clerk to investigate

Easter Egg Hunt – Scouts would like to host an Easter Egg hunt on the Common as per previous years and appreciated they have left it late to request use of the land. Cllrs had no objections to this event being hosted on the Common. Clerk to advise Scouts.

426/24 DATE OF NEXT MEETING

Thursday, 17th April 2025, 7.30pm, Conference Room, Parish Centre

The meeting closed at 9.31pm

Chair *Dated*

REDBOURN PARISH COUNCIL

Minutes of Management and Communication Committee held on Thursday, 3rd April 2025, 7.00pm in the Council Office at the Parish Centre.

PRESENT: Councillors A Hayes, I Caldwell, D Bigham, V Mead, S Vegro and D Mitchell

IN ATTENDANCE: C Kenny (Clerk)

In the absence of both Chair and Vice Chair, Cllr Bloisi was voted to chair the meeting

1. APOLOGIES FOR ABSENCE

Cllr W Bloisi

Apologies were noted and accepted

2. DECLARATIONS OF INTEREST

Cllr Caldwell - Nickey Line (CM), Redbourn Village Online, Active in Redbourn (M) Commuter Friendly

Cllr Mead – Redbourn in Bloom (CM), Museum (Trustee), Active in Redbourn (CM)

Cllr Mitchell – District Councillor, Community Group (M), supporter of CPRE

Cllr Vegro – Active in Redbourn (CM), Computer Friendly (V)

Cllr Bigham – Village Hall (M) Community Group (M)

Cllr Bloisi – Friends of St Mary's (CM) Community Group (M)

3. PUBLIC PARTICIPATION

None

4. MINUTES OF THE PREVIOUS MEETING

It was proposed by the Chair and resolved that,

The minutes of the meeting held on 6th February are adopted as a true record of the meeting.

5. ACTIONS ARISING FROM THE PREVIOUS MINUTES NOT APPEARING ON THE AGENDA

6. MATTERS TO REPORT

Lapel badges

Toilets

Greener Fayre

7. FINANCE

7.1 To receive the latest Management and Communications finance reports

The Clerk presented the latest reports; there were no comments or questions.

4155 – deposit for window repairs at the museum paid.

Second phase is to decide on the criteria for decision making so that any decisions made are transparent. Decision made by M&C as a recommendation to Full Council.

ACTION: Clerk to add 'deciding on selection criteria' to next agenda.

ACTION: Clerk and FO to prepare article/survey and send to M&C committee for approval.

9.3 To decide on final wording of Heads of Terms for asset transfer

Clerk had received a response from SADC to say that as the Officer dealing with the matter has retired they are recruiting a replacement but this may take some time and will have an impact on the lead time for completing the asset transfers. Officers had delegated powers to approve a standard Heads of Terms but if there are significant changes these would need to be approved by Full Council.

ACTION: Clerk to write to SADC stating that if the changes we requested meant going to Full Council, we would accept the standard terms. However, if our changes are just 'tweaks' we will continue with the them.

10. MUSEUM

10.1 To receive an update on Museum working party meeting

Work on the windows started on 2nd April – the windows have been removed and boarded up.

11. MATTERS TO REPORT

Lapel pins – lapel pins for Community Champions have been ordered. Clerk to give last year's Champion a pin.

Toilets – Cllr Mitchell reported that SADC have stated that they want Parish Councils to take on the maintenance and ownership of public toilets in their area.

Greener Fayre – Clerk attended last meeting of Greener Fayre where the event is taking shape.

ACTION: AH and Clerk to decide what Redbourn Climate Action group will do at the event – source literature, make up display boards, etc

12. DATE OF NEXT MEETING

Thursday, 5th June 2025 at 7.00pm, Parish Centre.

The meeting closed at 8.28pm

Signed.....

Date.....

MONTHLY ACTIVITY REPORT - CLERK

Month: Feb/March

ACTIVITY	<ul style="list-style-type: none"> • payments • Salary payments • Reconciliations • Monthly pension data upload to LPP • Preparation for Full Council meeting and subsequent actions • Preparation for M&C and subsequent actions • Preparation for Commons and subsequent actions • General emails, correspondence • Meetings arranged for : Climate Action in Redbourn • Preparation for yearend accounts – close down year end for RBS (accounting system) and then reports for internal auditor • Organising with Cllr Bullen VE Day celebrations • Asset Transfer documentation
ACHIEVEMENT	<ul style="list-style-type: none"> •
ISSUES	<ul style="list-style-type: none"> • Early retirement appeal – awaiting new application
OFFICER'S COMMENTS	<ul style="list-style-type: none"> •

MONTHLY ACTIVITY REPORT – Deputy Clerk

Month: February/March

<p>ACTIVITY</p>	<ul style="list-style-type: none"> • Planning – Meetings prep, meetings & minutes • Hirers – Emails, diary management, billing • Updating bookings calendar with regular hirer dates, • Credit control • General email/ day to day activity • Invoice entry • Social media posts – sourcing material and scheduling of posts • Monitoring social media comments • Compiling and sending E-Newsletter • Monitoring emails for community@redbourn-pc.gov.uk • Attending Redbourn Festival meeting • Sourcing advertising content for newsletter • Starting process of compiling Newsletter
<p>ACHIEVEMENT</p>	<ul style="list-style-type: none"> •
<p>ISSUES</p>	<ul style="list-style-type: none"> •
<p>OFFICER COMMENTS</p>	<ul style="list-style-type: none"> • No overtime

MONTHLY ACTIVITY REPORT - Facilities Officer

Month: February/March

<p>ACTIVITY</p>	<ul style="list-style-type: none"> • Museum – ongoing • Weekly fire point testing and defib testing • Digital inspection sheets completed – now using the new system • Liaising with Community Payback team – meeting on site to explain work for the session • Arrangements made for contractor to commence works on entrances to overflow car park – starting beginning of April • Arrangements made for windows to be replaced at the Museum on 2nd April • Attended Climate Action in Redbourn meeting and subsequent actions • Continued liaison with Community Payback team who now come every other week. • Legionella’s testing arranged and completed • Memorial trees sourced and now planted
<p>ACHIEVEMENT</p>	<ul style="list-style-type: none"> •
<p>ISSUES</p>	<ul style="list-style-type: none"> • Cumberland Garden wall – awaiting Solicitor’s letter
<p>OFFICER COMMENTS</p>	<ul style="list-style-type: none"> •

REDBOURN PARISH COUNCIL

Minutes of the Finance & Policy Committee held on Thursday, 9th April 2025 at 7.00pm, in the Parish Centre, Parish Council office.

PRESENT: Cllrs D Mitchell (C), I Caldwell (VC) , R Bullen, C O'Donovan, A Hayes, T Finnis, V Mead

IN ATTENDANCE: Chris Kenny (Clerk),
Representatives from grant applicants

1. APOLOGIES FOR ABSENCE

None

2. DECLARATIONS OF INTEREST

Cllr V Mead Redbourn in Bloom (CM), Museum (T) Active in Redbourn (CM)
Cllr I Caldwell Active in Redbourn (M) Ver Valley Society (M), Computer Friendly
Cllr D Mitchell District Councillor, Redbourn Community Group (M)
Cllr T Finnis Museum (CM)
Cllr R Bullen CPRE (M), Ver Valley Society (M)

3. MINUTES OF THE PREVIOUS MEETING

It was proposed by the Chair and resolved that:

The minutes of the Finance and Policy Committee meeting held on 23rd January 2025 are signed as a true record of the meeting.

4. MATTERS ARISING FROM THE MINUTES NOT APPEARING ON THE AGENDA

Nothing to report

5. MATTERS TO REPORT

Nothing to report

6. PUBLIC PARTICIPATION

Grant applicants

7. GRANTS

To consider grant applications as per the grant policy criteria for following organisations

Having listened to representatives from the applicants, Councillors considered all requests and decisions were as below:

Citizens Advice

Amount requested: £4,250

Cllrs queried why full amount of costs had not been requested. The difference is increase in NI and CA 'hadn't wanted their increase to be more than the Parish could bear so they held a percentage back to bear the pain'

It was proposed by the Chair and resolved that:

RPC award a grant of £4,545 towards the cost of providing a Citizen's Advice advisor for 2 hour outreach session each week at Redbourn Parish Centre

Folk on the Common

Amount requested: £1,500

Without the grant from RPC, the event would not run. Organiser did try and obtain a HLB grant from County Councillor but did not receive a response. They will apply again this year.

It was proposed by the Chair and resolved that:

RPC award a grant of £1,500 towards the cost of running the Folk on the Common event to be held on 14th September 2025

Christmas Hamper Scheme

Amount requested: £2,500

Organiser confirmed that procedures for claiming a hamper have been tightened this year.

It was proposed by the Chair and resolved that:

RPC award a grant of 2,500 towards the cost of providing Christmas hampers to those that are struggling during the Christmas period

Active in Redbourn

Amount requested: £1,500

Organisers acknowledged the Parish Council's desire to become self-sufficient and are conscious to build up a 'fund' each year however due to the terrible weather last year, this was not possible.

It was proposed by the Chair and resolved that:

RPC award a grant of £1,500 towards the cost of running Redbourn Festival (Saturday event)

NOTE: *Cllr Mead unable to vote as she is Committee Member*

Verulam Cycling Club

Amount requested: £1,000

VCC will be investing £4K this year as it is one of their biggest events.

It was proposed by the Chair and resolved that:

RPC award a grant of £1,000 towards the cost of running Fete du Velo as part of the Sunday event at Redbourn Festival

Parochial Church Council of Ecclesiastical Parish of St Mary's

Amount requested: £5,000

Representatives wanted to stress that anyone who resides in Redbourn, dies in Redbourn is on the electoral roles, has a right to be interned in the Church Yard and so it is a facility for all of Redbourn and so if this project to create an additional Garden of Rest is not completed, they won't be able to meet the needs of all of the requests they receive.

It was proposed by the Chair and resolved that:

RPC award a grant of £5,000 towards the cost of creating a new Garden of Rest. The amount would be held by RPC until such time as the expenditure was made.

NOTE: Cllr Caldwell requested a recorded vote:

Votes for: 5 – Cllrs Mitchell, Mead, Hayes, Finnis, Bullen

Votes against: 1 – Cllr Caldwell

Abstain 1 – Cllr O'Donovan

Redbourn Museum

Amount requested: £250

It was proposed by the Chair and resolved that:

RPC award a grant of £250 towards the cost of 25th anniversary celebrations of the opening of the Museum

Allotment Association

Amount requested: £500

Association is in a strong position in the sense that it has a good solid and consistent committee and allotment usage is high. They have no capital projects planned this year but do require help with the water fees.

It was proposed by the Chair and resolved that:

RPC award a grant of £500 towards the costs of water usage at each allotment site

Redbourn in Bloom

Amount requested: £4,000

The request is for planting.

It was proposed by the Chair and resolved that:

RPC award a grant of £4,000 towards the cost of plants and maintenance of planters

Redbourn Players

Amount requested: £499

It was proposed by the Chair and resolved that:

RPC award a grant of £499 towards the cost of wireless intercom headset system

Redbourn Rovers Youth FC

Amount requested £791.48

Representative have just launched new football team for those that live in Redbourn and since registration opened, have received 165 registration in 4 days. There is such a long waiting list for local teams such as Harpenden Colts that children in Redbourn are missing an opportunity to play football. They have secured pitches and are also registered with JMF for those that may need some financial assistance.

It was proposed by the Chair and resolved that:

RPC award a grant of £1,000 towards the cost of start-up costs.

NOTE: Cllrs felt this was such a good initiative that they would award slightly more than the original request

Friends of the High Street

Amount requested: £1,500

This initiative to smarten up the entrance to the Village Hall car park is being delivered in collaboration with FoTHS, RinB and AinR, all of whom are contributing funds.

RPC award a grant of £1,500 towards the cost of improvements works to the entrance of the Village Hall car park

ACTION: On receipt of photos of the wall showing the poor state of repair, the Clerk will report to SADC as it is part of their asset asking for it to be repaired.

NOTE: All grants awarded are recommendations for Full Council to ratify. The Clerk to advise of awards after Full Council on 17th April.

8. FINANCIAL POSITION

8.1 Current financial position against budget to date

This item to be move to Full Council for further discussion on yearend final position.

8.2 Investments

To receive a report on the Parish Council's investments and CCLA Deposit Fund

Amount of the funds were noted.

8. Reconciliation

The Clerk presented Cllrs with the reconciliation report for Cash Book 1 (Current Account) and corresponding bank statements for January, February and March 2025.

It was proposed by the Chair and resolved that:

The reconciliation report and supporting bank statement demonstrating reconciled accounts be received for January, February and March 2025

9. MATTERS TO REPORT

Nothing to report

10. DATE AND TIME OF NEXT MEETING

Date of the next meeting – to be confirmed. 7.30pm at Parish Centre.

The meeting closed at 9.41pm

Chairman.....Date.....

REPORT FOR FULL COUNCIL

17th April 2025

SUBJECT: Armed Forces Covenant
PREPARED BY: Chris Kenny - Clerk

At the recent Parish Conference run by SADC, a request came from another Parish Council for parish councils to consider adopting the Armed Forces Covenant (AFC)

AFC is a promise from the nation that those who serve or have served in the armed forces, and their families, are treated fairly.

PURPOSE

Local authorities and the armed forces community are encouraged to work together to establish a covenant in their area in order to:

- encourage local communities to support the armed forces community in their areas and to nurture public understanding and awareness among the public of issues affecting the armed forces community
- recognise and remember the sacrifices faced by the armed forces community
- encourage activities which help to integrate the armed forces community into local life
- encourage the armed forces community to help and support the wider community, whether through participation in events and joint projects, or other forms of engagement

While all signatories pledge to uphold, and act in accordance with, the basic principles of the Covenant, organisations are free to tailor their specific pledges to suit their circumstances. In other words, you are free to specify – with as much or as little detail as you think necessary – how exactly you plan to support and uphold the Covenant. Specific pledges can be adapted to make them appropriate to our organisation

PROCESS

In the first instance, we need to contact our Defence Relationship Manager to register our interest and then send them our signed pledge along with company website details, as we would add to our website.



Redbourn Parish Council

We commit to uphold the Armed Forces Covenant and support the Armed Forces Community. We recognise the contribution that Service personnel, both regular and reservist, veterans and military families make to our organisation, our community and to the country.

Signed on behalf of:

Redbourn Parish Council

Signed:

Name: Cllr David Mitchell

Position: Chair of Redbourn Parish Council

Date:



The Armed Forces Covenant

An Enduring Covenant Between

The People of the United Kingdom
His Majesty's Government

– and –

All those who serve or have served in the Armed Forces of the Crown

And their Families

The first duty of Government is the defence of the realm. Our Armed Forces fulfil that responsibility on behalf of the Government, sacrificing some civilian freedoms, facing danger and, sometimes, suffering serious injury or death as a result of their duty. Families also play a vital role in supporting the operational effectiveness of our Armed Forces. In return, the whole nation has a moral obligation to the members of the Naval Service, the Army and the Royal Air Force, together with their families. They deserve our respect and support, and fair treatment.

Those who serve in the Armed Forces, whether Regular or Reserve, those who have served in the past, and their families, should face no disadvantage compared to other citizens in the provision of public and commercial services. Special consideration is appropriate in some cases, especially for those who have given most, such as the injured and the bereaved.

This obligation involves the whole of society: it includes voluntary and charitable bodies, private organisations, and the actions of individuals in supporting the Armed Forces. Recognising those who have performed military duty unites the country and demonstrates the value of their contribution. This has no greater expression than in upholding this Covenant.

Section 1: Principles of The Armed Forces Covenant

1.1 We, **Redbourn Parish Council**, will endeavour to uphold the key principles of the Armed Forces Covenant:

- *Members of the Armed Forces Community should not face disadvantages arising from their service in the provision of public and commercial services.*
- *In some circumstances special provision may be justified, especially for those who have given the most, such as the injured or bereaved.*

Section 2: Demonstrating our Commitment

The following thematic areas may be covered by your pledges. Please pick from the suggested list of pledges or create your own. Delete, add or change any of the pledges to show how you can support the Armed Forces Community in ways best suited to you. Pledges may be changed at any time in the future to reflect your changing circumstances.

2.1 We recognise the contribution that Service personnel, reservists, veterans, the cadet movement and military families make to our organisation, our community and to the country. We will seek to uphold the principles of the Armed Forces Covenant by:

- **Promoting the Armed Forces:**
- **Employment support to members of the Armed Forces Community:**
- **Communications, engagement and outreach:**
- **Commercial:**
- **Health**
- **Housing:**
- **Education:**
- **Civic responsibilities:**
- **Any additional commitment the organisation wishes to make.**

2.2 We will publicise these commitments through our literature and/or on our website, setting out how we will seek to honour them and inviting feedback from the Armed Forces Community and our customers on how we are doing. **[Amend as appropriate]**

St Albans Community Bank (SACB)

I attended the virtual AGM of the Community Bank last week. I heard the Chair tell the meeting that they are working with members of the community, including schools, to encourage take up of loans and of becoming members of the Bank. I have been a member for nearly 20 years.

Approximately 20 years ago I briefly volunteered with St Albans Credit Union, the official name of the Community Bank. After a few months I resigned as I found the Credit Union to be St Albans centric. I found no members in Redbourn.

When I was with the Credit Union it had an office about two thirds of the way between St Albans centre and Morrisons. I saw some years later that the office had moved to Catherine Street.

At the virtual AGM the Chair, Tim Carroll, told the meeting that the Community Bank has no office of its own. It has a presence at the hub, the event on Wednesday at the Civic Centre, when several local community focussed groups present their services.

I asked, at the AGM, if the schools and community groups mentioned included those in Redbourn. Schools here was mentioned in the Chair's reply but nothing more.

I thought that, given the demand for the food bank and Christmas Hampers, and the activities of the Community Group, access to the services of the St Albans Community Bank could be beneficial to some residents of Redbourn.

I spoke to our Chair about the Community Bank and asked for approval to make contact to open a discussion on the what, when and how of publicising the services of the Community Bank by the Parish Council. With this approval I sent a message to the Secretary of the Community Bank, Clair Currie, expressing the wish to know more so as to be able to brief the Parish Council. I asked that initially contact should be with me.

I heard back from the Chair with a press release text. I responded to that by asking for a meeting.

Tim Carroll came back by suggesting a telephone call. This took place today.

SACB has no office but makes a telephone number available on its website (stalbanscommunitybank.co.uk). This is for information only about the services of SACB. Tim emphasised that no-one is authorised to offer financial advice.

Applications for loans must be made on-line.

There are four categories of loans, Saver (for existing members) Standard (for non-members although applicants must become members if a loan is offered) Family (for recipients of Child Benefit principally) and Home Owner (not a secured loan but home owners often represent a better credit risk). Details of all four are on the SACB web site.

Tim told me that there is little demand for service from SACB at the Wednesday morning sessions. He told me that they are considering enabling loan applications to be made at these sessions, with one of the SACB volunteers helping those without access to the internet by using a computer in the SACB "office".

All repayments are made by bank transfer, except Family loans, where an agreement made between the national community bank organisation and the DWP under which deductions are made from Child Benefit payment and the amounts are paid to the various Community Bank. These loans are the most used.

The tenure of loans extends from 1 year to 3 or more years for Homeowner loans.

SACB undertakes an affordability assessment of all applications made for loans. About 40% of applicants pass this. According to the SABC web site, credit checks are undertaken also.

I asked if Tim was able to attend our next full council meeting, due on 17 April. He said that he was not but would see if another member of the Board of SACB, particularly Clare Currie (who is also Compliance Officer) could participate. I await further contact.

Detailed Income & Expenditure by Budget Heading 31/03/2025

Month No: 12

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 Income Precept								
1076 Precept	0	272,583	272,583	0			100.0%	
Income Precept :- Income	<u>0</u>	<u>272,583</u>	<u>272,583</u>	<u>0</u>			100.0%	0
Net Income	<u>0</u>	<u>272,583</u>	<u>272,583</u>	<u>0</u>				
120 Income Other								
1201 CCLA Property Fund interest	0	2,896	3,000	104			96.5%	
1202 Public Sector Dep Fund Interes	263	3,101	2,000	(1,101)			155.1%	
1203 Unity Trust Bank interest	563	2,966	0	(2,966)			0.0%	
1205 Wayleave Fees	0	35	0	(35)			0.0%	35
1210 Remembrance Sunday Wreaths	0	205	0	(205)			0.0%	
1250 Miscellaneous Income	222	3,244	0	(3,244)			0.0%	1,400
1260 Memorial Benches	0	(1,100)	0	1,100			0.0%	
1321 Fireworks Donations	0	135	0	(135)			0.0%	85
Income Other :- Income	<u>1,047</u>	<u>11,482</u>	<u>5,000</u>	<u>(6,482)</u>			229.6%	1,520
Net Income	<u>1,047</u>	<u>11,482</u>	<u>5,000</u>	<u>(6,482)</u>				
6001 less Transfer to EMR	0	1,520	0	(1,520)				
Movement to/(from) Gen Reserve	<u>1,047</u>	<u>9,962</u>	<u>5,000</u>	<u>(4,962)</u>				
130 Income Generated								
1300 PC Letting - Main Hall	3,091	24,520	17,000	(7,520)			144.2%	
1301 PC Letting - Conference Hall	115	10,811	13,000	2,189			83.2%	
1320 Fireworks Sponsorship	0	1,000	0	(1,000)			0.0%	1,000
1321 Fireworks Donations	536	7,469	0	(7,469)			0.0%	6,933
1330 Newsletter Advertising	0	2,042	2,000	(42)			102.1%	
Income Generated :- Income	<u>3,743</u>	<u>45,842</u>	<u>32,000</u>	<u>(13,842)</u>			143.3%	7,933
Net Income	<u>3,743</u>	<u>45,842</u>	<u>32,000</u>	<u>(13,842)</u>				
6001 less Transfer to EMR	0	7,933	0	(7,933)				
Movement to/(from) Gen Reserve	<u>3,743</u>	<u>37,910</u>	<u>32,000</u>	<u>(5,910)</u>				
400 Employment								
4000 Clerk's Salary	4,367	42,206	42,146	(60)		(60)	100.1%	
4005 Deputy Clerk Salary	1,768	19,803	18,379	(1,424)		(1,424)	107.7%	
4007 Facilities Officer Salary	714	8,162	8,296	134		134	98.4%	
4009 Community Officer	0	0	12,443	12,443		12,443	0.0%	
4010 National Insurance	951	6,423	6,191	(232)		(232)	103.7%	

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4015 Pension	2,385	15,769	17,188	1,419		1,419	91.7%	
4025 Payroll Administration	176	1,065	1,500	435		435	71.0%	
Employment :- Indirect Expenditure	10,362	93,429	106,143	12,714	0	12,714	88.0%	0
Net Expenditure	(10,362)	(93,429)	(106,143)	(12,714)				
410 Administration								
4050 Audit Fees	2,560	2,560	2,560	0		0	100.0%	
4051 RBS End of Year	850	850	800	(50)		(50)	106.3%	
4055 Legal Fees	0	2,415	600	(1,815)		(1,815)	402.5%	
4065 Finance Software Support Fee	0	1,977	1,720	(257)		(257)	114.9%	
4070 Training	0	750	500	(250)		(250)	150.0%	
4071 Councillor Training	0	90	500	410		410	18.0%	
4075 Subscriptions	234	3,682	2,450	(1,232)		(1,232)	150.3%	
4080 Insurance	(3,943)	13,690	9,100	(4,590)		(4,590)	150.4%	
4085 Chair's Discretionary Budget	50	389	500	111		111	77.9%	
4090 Travel & Parking	9	79	100	21		21	79.0%	
4095 Councillor's Allowances	0	6,478	6,500	22		22	99.7%	
4117 Volunteer Event	0	3,037	3,000	(37)		(37)	101.2%	
4120 Bank Charges	5	64	100	36		36	64.2%	
4121 Kitchen Supplies	0	209	100	(109)		(109)	209.3%	
4122 Photography Competition	0	0	700	700		700	0.0%	
4123 Community Champion	25	53	100	47		47	53.0%	
4124 Remembrance Sunday	0	170	140	(30)		(30)	121.7%	
4265 Photocopier Hire	0	592	650	58		58	91.1%	
4270 Telephone & Broadband	337	2,036	1,500	(536)		(536)	135.7%	
4275 Stationery & Postage	0	308	500	192		192	61.6%	
4282 Domain name	0	0	150	150		150	0.0%	
4283 Equipment	0	1,057	1,000	(57)		(57)	105.7%	
4284 IT Support	0	0	650	650		650	0.0%	
4285 Email Addresses	381	3,611	1,215	(2,396)		(2,396)	297.2%	
4286 Public Sector Property Fund	0	700	0	(700)		(700)	0.0%	
4287 Website	0	400	400	0		0	100.0%	
4288 Communication Management tools	57	181	850	669		669	21.3%	
Administration :- Indirect Expenditure	565	45,380	36,385	(8,995)	0	(8,995)	124.7%	0
Net Expenditure	(565)	(45,380)	(36,385)	8,995				
420 Parish Assets - Maint & Expen								
4155 Buildings	12,140	16,812	7,500	(9,312)		(9,312)	224.2%	
4165 Electricity	110	326	450	124		124	72.4%	

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4166 Community Projects	0	149	0	(149)		(149)	0.0%	
Parish Assets - Maint & Expen :- Indirect Expenditure	12,250	17,287	7,950	(9,337)	0	(9,337)	217.5%	0
Net Expenditure	(12,250)	(17,287)	(7,950)	9,337				
430 Communications								
4200 Newsletter Production	0	4,070	3,200	(870)		(870)	127.2%	
4201 Newsletter Distribution	0	680	750	70		70	90.7%	
4203 Noticeboards	0	130	0	(130)		(130)	0.0%	
Communications :- Indirect Expenditure	0	4,880	3,950	(930)	0	(930)	123.5%	0
Net Expenditure	0	(4,880)	(3,950)	930				
440 Parish Centre								
4210 Parish Centre Marketing	0	322	150	(172)		(172)	214.7%	
4245 Security	0	1,287	2,000	713		713	64.3%	
4250 Fire Equipment Service	0	355	400	45		45	88.7%	
4251 Lighting Testing	0	0	150	150		150	0.0%	
4252 Wash Room Service	0	1,611	1,300	(311)		(311)	123.9%	
4253 Wash Room Consumables	156	366	250	(116)		(116)	146.3%	
4255 Electricity Supply	5,468	15,143	8,500	(6,643)		(6,643)	178.2%	
4260 Water and Sewerage	(2,020)	473	1,000	527		527	47.3%	
4276 Electrical Maintenance	0	272	300	28		28	90.6%	
4277 Heating Maintenance	1,481	2,864	2,500	(364)		(364)	114.6%	
4280 Repairs & Renewals - Internal	0	2,572	1,000	(1,572)		(1,572)	257.2%	
4305 Cleaning	1,845	10,713	12,000	1,287		1,287	89.3%	
4306 Hirer waste removal	134	1,097	750	(347)		(347)	146.3%	
Parish Centre :- Indirect Expenditure	7,063	37,074	30,300	(6,774)	0	(6,774)	122.4%	0
Net Expenditure	(7,063)	(37,074)	(30,300)	6,774				
450 Grants								
4380 General Grants	0	0	13,000	13,000		13,000	0.0%	
4395 Scouts	0	2,050	0	(2,050)		(2,050)	0.0%	
4405 Redbourn Players	0	1,500	0	(1,500)		(1,500)	0.0%	
4410 Redbourn in Bloom	0	4,000	0	(4,000)		(4,000)	0.0%	
4415 Allotments	0	500	0	(500)		(500)	0.0%	
4424 Citizens Advice	0	4,000	0	(4,000)		(4,000)	0.0%	
4427 Friends of St Mary's	0	1,000	0	(1,000)		(1,000)	0.0%	
4430 Care Group Running Costs	0	5,000	0	(5,000)		(5,000)	0.0%	

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	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4431 Folk Club	0	1,500	0	(1,500)		(1,500)	0.0%	
4436 Fete du Velo	0	1,000	0	(1,000)		(1,000)	0.0%	
4439 The Woollams	0	250	0	(250)		(250)	0.0%	
4441 Redbourn Fun Run	0	1,000	0	(1,000)		(1,000)	0.0%	
4443 PCSO Basketball Activity	0	360	0	(360)		(360)	0.0%	
4444 Active in Redbourn	0	1,500	0	(1,500)		(1,500)	0.0%	
4445 Christmas Hampers	0	2,500	0	(2,500)		(2,500)	0.0%	
4472 Redbourn Community Food Club	0	520	0	(520)		(520)	0.0%	
4473 Redbourn Physio	0	500	0	(500)		(500)	0.0%	
Grants :- Indirect Expenditure	0	27,180	13,000	(14,180)	0	(14,180)	209.1%	0
Net Expenditure	0	(27,180)	(13,000)	14,180				
<u>460 Community Support</u>								
4470 PCSO	0	9,664	9,500	(164)		(164)	101.7%	
Community Support :- Indirect Expenditure	0	9,664	9,500	(164)	0	(164)	101.7%	0
Net Expenditure	0	(9,664)	(9,500)	164				
<u>470 Fireworks</u>								
1321 Fireworks Donations	0	35	0	(35)			0.0%	
Fireworks :- Income	0	35	0	(35)				0
4500 Fireworks	0	7,552	0	(7,552)		(7,552)	0.0%	6,562
Fireworks :- Indirect Expenditure	0	7,552	0	(7,552)	0	(7,552)		6,562
Net Income over Expenditure	0	(7,517)	0	7,517				
6000 plus Transfer from EMR	0	6,562	0	(6,562)				
6001 less Transfer to EMR	4,665	4,665	0	(4,665)				
Movement to/(from) Gen Reserve	(4,665)	(5,620)	0	5,620				
<u>480 Commons & Open Spaces</u>								
4595 Cumberland Garden	0	1,200	0	(1,200)		(1,200)	0.0%	
4700 Trees/Hedges	0	0	0	0		0	0.0%	481
4701 Major Tree Works	0	3,000	2,000	(1,000)		(1,000)	150.0%	
4705 Hanging Baskets & Bed Watering	0	2,500	2,500	0		0	100.0%	
4720 Skip Hire	0	158	450	292		292	35.2%	
4721 Skip Hire - St Marys	374	1,631	1,500	(131)		(131)	108.7%	
4722 Panhandle maintenance	0	8,048	2,000	(6,048)		(6,048)	402.4%	
4731 Moor Interpretation Board	0	0	1,500	1,500		1,500	0.0%	

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4767 Cumberland Garden Maintenance	4	503	2,000	1,497		1,497	25.2%	
4768 Cumberland Gdn Electricity	73	628	500	(128)		(128)	125.6%	
4786 General Maintenance-Materials	102	1,903	3,000	1,097		1,097	63.4%	
4794 Play Area Inspections	175	2,130	2,544	414		414	83.7%	
4795 Play Area Repairs & Maint.	0	1,190	3,000	1,810		1,810	39.7%	
4797 Clock Maintenance	0	108	1,200	1,092		1,092	9.0%	
4801 Memorial Benches	928	2,293	2,760	467		467	83.1%	
4802 Other furniture	130	1,430	0	(1,430)		(1,430)	0.0%	
4805 Commons Miscellaneous	0	171	1,500	1,329		1,329	11.4%	
4806 Car Park Repairs	0	32	1,000	968		968	3.2%	
4809 Christmas Lights	0	6,348	1,500	(4,848)		(4,848)	423.2%	
4810 Storage yard	300	1,175	1,300	125		125	90.4%	
4811 War Memorial	38	285	800	515		515	35.6%	
4813 Flamsteadbury Lane Rent	65	325	260	(65)		(65)	125.0%	
4852 GM Grass Maintenance	65	18,388	24,500	6,112		6,112	75.1%	
4853 GM Garden Maintenance	286	3,028	2,470	(558)		(558)	122.6%	
4854 GM Trees	48	2,192	2,200	8		8	99.6%	
4855 GM Litter picking	825	8,580	11,400	2,820		2,820	75.3%	
4856 GM Flytipping	0	0	300	300		300	0.0%	
4857 GM Litter bins	405	4,565	4,500	(65)		(65)	101.4%	
4858 GM Hard surface maintenance	0	640	600	(40)		(40)	106.7%	
4859 GM Hedges and boundaries	200	2,719	2,815	96		96	96.6%	
4860 GM Salt spreading	0	0	256	256		256	0.0%	
4861 GM Leaf collection	218	3,372	3,000	(372)		(372)	112.4%	
4862 GM General Maintenance	696	4,762	4,100	(662)		(662)	116.2%	
4863 GH General Hours	0	1,994	4,400	2,406		2,406	45.3%	
4864 GM Additonal works	0	0	500	500		500	0.0%	
4865 Wild about Redbourn	160	438	0	(438)		(438)	0.0%	310
Commons & Open Spaces :- Indirect Expenditure	5,091	85,734	92,355	6,621	0	6,621	92.8%	791
Net Expenditure	(5,091)	(85,734)	(92,355)	(6,621)				
6000 plus Transfer from EMR	160	791	0	(791)				
6001 less Transfer to EMR	6,811	6,811	0	(6,811)				
Movement to/(from) Gen Reserve	(11,743)	(91,754)	(92,355)	(601)				
600 Planning								
4881 Green Belt Defence	0	12,113	10,000	(2,113)		(2,113)	121.1%	
Planning :- Indirect Expenditure	0	12,113	10,000	(2,113)	0	(2,113)	121.1%	0
Net Expenditure	0	(12,113)	(10,000)	2,113				
6000 plus Transfer from EMR	2,113	2,113	0	(2,113)				
Movement to/(from) Gen Reserve	2,112	(10,000)	(10,000)	0				

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Grand Totals:- Income	4,790	329,943	309,583	(20,360)			106.6%	
Expenditure	35,332	340,293	309,583	(30,710)	0	(30,710)	109.9%	
Net Income over Expenditure	(30,542)	(10,350)	0	10,350				
plus Transfer from EMR	2,272	9,466	0	(9,466)				
less Transfer to EMR	11,477	20,929	0	(20,929)				
Movement to/(from) Gen Reserve	(39,746)	(21,814)	0	21,814				

List of Receipts Entered for Month 12

A/c Code	Name	Invoice Date	Invoice No	Amount Due	Discount	Amount Paid	Balance	Date Paid	- Led
ROGERS									
		28/02/2025	2096	1,012.00	0.00	1,012.00	0.00	05/03/2025	1
				Receipt Total	0.00	1,012.00			Ref: 2096
JAZZI CRAD									
		28/02/2025	2102	69.00	0.00	69.00	0.00	06/03/2025	1
				Receipt Total	0.00	69.00			Ref: 2102
ST ALBANS St Albans & District Food Bank									
		28/02/2025	2098	168.00	0.00	168.00	0.00	06/03/2025	1
				Receipt Total	0.00	168.00			Ref: 2098
KB001									
		31/01/2025	2090	391.00	0.00	391.00	0.00	07/03/2025	1
				Receipt Total	0.00	391.00			Ref: 2090
HARTIN									
		28/02/2025	2100	241.50	0.00	241.50	0.00	10/03/2025	1
				Receipt Total	0.00	241.50			Ref: 2100
BG ACADEMY Backgammon Academy									
		10/03/2025	2106	572.00	0.00	572.00	0.00	10/03/2025	1
				Receipt Total	0.00	572.00			Ref: 2106
SARAH HUDG									
		28/02/2025	2099	69.00	0.00	69.00	0.00	11/03/2025	1
				Receipt Total	0.00	69.00			Ref: 2099
FLEXERCISE Flexercise									
		28/02/2025	2097	46.00	0.00	46.00	0.00	10/03/2025	1
				Receipt Total	0.00	46.00			Ref: 2097
FLEXERCISE Flexercise									
		31/01/2025	2087	-23.00	0.00	-23.00	0.00	01/03/2025	1
		28/02/2025	2108	23.00	0.00	23.00	0.00	01/03/2025	1
				Receipt Total	0.00	0.00			Ref: match

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A/c Code	Name	Invoice Date	Invoice No	Amount Due	Discount	Amount Paid	Balance	Date Paid	- Led
DBS	DBS Tree Services	17/12/2024	AD414	165.00	0.00	165.00	0.00	10/03/2025	1
				Receipt Total	0.00	165.00			Ref: AD414
KEN001	Ken Hodson Computer Services	17/12/2024	AD404	85.00	0.00	85.00	0.00	11/03/2025	1
				Receipt Total	0.00	85.00			Ref: AD404
		10/03/2025	2107	66.00	0.00	66.00	0.00	12/03/2025	1
				Receipt Total	0.00	66.00			Ref: 2107
ARMED FORC	Armed Forces Wreath	09/12/2024	RW122	20.00	0.00	20.00	0.00	12/03/2025	1
				Receipt Total	0.00	20.00			Ref: RW122
HERTS MIDD	Herts & Middlesex Wildlife Trust	28/02/2025	2103	63.00	0.00	63.00	0.00	13/03/2025	1
				Receipt Total	0.00	63.00			Ref: 2103
LATIN MOVE	Latin Moves Dance Fitness	28/02/2025	2101	46.00	0.00	46.00	0.00	14/03/2025	1
				Receipt Total	0.00	46.00			Ref: 2101
		28/02/2025	2104	138.00	0.00	138.00	0.00	17/03/2025	1
				Receipt Total	0.00	138.00			Ref: 2104
REDBOURNTE	Redbourn Tennis Club	17/03/2025	2110	121.00	0.00	121.00	0.00	17/03/2025	1
				Receipt Total	0.00	121.00			Ref: 2110
		17/03/2025	2109	66.00	0.00	66.00	0.00	22/03/2025	1
				Receipt Total	0.00	66.00			Ref: 2109

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List of Receipts Entered for Month 12

A/c Code	Name	Invoice Date	Invoice No	Amount Due	Discount	Amount Paid	Balance	Date Paid	- Led
		19/03/2025	2111	77.00	0.00	77.00	0.00	24/03/2025	1
				Receipt Total	0.00	77.00			Ref: 2111
				Total Receipts Entered for Month 12	0.00	3,415.50			

List of Payments made between 01/03/2025 and 31/03/2025

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/03/2025	The Hertfordshire Garden Centr	various	121.90		Materials for paving repairs
02/03/2025	Pozitive Energy Ltd	453822	55.53		Electricity Cum Gard - Feb
02/03/2025	Best Cleaning Ever	42	900.00		Cleaning - February
02/03/2025	Cawleys	724044	310.24		refund for non collection
03/03/2025	Smartest Energy Business	4134297	2,052.13		electricity Parish Centre.Feb
03/03/2025	Carter Jonas	173690	65.00		Rent flamsteadbury Lane space
04/03/2025	Bishop's Stortford Men's Shed	040325	160.00		Swift boxes
04/03/2025	Castle Water	5721967	40.79		Water/waste water charge.Feb
04/03/2025	C Kenny	CKEXP0403	262.15	LGA 1972 s111	Expenses - Indesign subs
10/03/2025	SCG Cloud Ltd	1483130	212.12		Telephone/broadband
10/03/2025	Barnsbury Joinery Co Ltd	01202	11,340.00		Deposit for windows at Museum
11/03/2025	TBS Hygiene Ltd	6678	216.00		Dog waste collection
12/03/2025	Z Urrejola	ZUEXP1203	160.75	Open Spaces Act 1906	ZU expenses - memorial tree
12/03/2025	Halsey Builders Ltd	2852	3,228.00		Repairs to fascias/guttering
14/03/2025	Keylight Services	2422	1,776.94		Heating service
15/03/2025	Phs Group	71223471	85.06		Consumerables-kitchen&toilets
17/03/2025	Hicks Chartered Accountants	55732	210.60		Payroll fees Jan-Mar 25
24/03/2025		∑SAL0325	2,551.50	LGA 1972 s111	CK Salary March 2025
25/03/2025	HMRC	∑NI0325	192.90	LGA 1972 s111	CK NI contribution Mar 25
25/03/2025	HMRC	∑IT0325	490.00	LGA 1972 s111	CK IT contribution Mar 25
25/03/2025	LPFA	∑PEN0325	224.85	LGA 1972 s111	CK pension contribution Mar 25
25/03/2025		∑SAL0325	1,237.71	LGA 1972 s111	VK Salary Mar 25
25/03/2025	HMRC	∑NI0325	36.40	LGA 1972 s111	VK NI contribution Mar 25
25/03/2025	HMRC	∑IT0325	146.20	LGA 1972 s111	VK IT contribution Mar 25
25/03/2025	LPFA	∑PEN0325	82.66	LGA 1972 s111	VK Pension contribution Mar 25
25/03/2025		∑SAL0325	639.79	LGA 1972 s111	ZU Salary Mar 2025
25/03/2025	LPFA	∑PEN0325	37.24	LGA 1972 s111	ZU pension contribution Mar 25
25/03/2025	HMRC	RPCNI0325	475.57	LGA 1972 s111	RPC NI contribution Mar 25
25/03/2025	LPFA	RPCPEN0325	1,192.70	LGA 1972 s111	RPC Pension contribut Mar 25
25/03/2025	C Kenny	CKEXP1903	29.24	LGA 1972 s111	Expenses
28/03/2025	C Kenny	CKEXP27.03	25.00	LGA 1972 s111	Lapel pins for Comm Champion
28/03/2025	Aylett Nurseries	21084	255.49		Memorial trees
30/03/2025	J H P Horticultural	356	4,548.96		Grounds maintenance -Mar 25
30/03/2025	Cawleys	178/198	230.76		Waste collection St Marys Feb
Total Payments			33,594.18		