

# Toft Parish Council

**I hereby give notice that the 795th meeting of Toft Parish Council will be held on Monday 1 August 2022 at 7.00 pm in the People's Hall, Toft**

The Public and Press and County and District Councillors are invited to be present and Members of the Parish are welcome to attend and may speak under the Open Public Session item and make representation to the Council on items on the agenda during this section of the meeting

All members of the Council are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder



Mrs Gail Stoehr, Clerk, 25/7/2022

## AGENDA

### Public participation on agenda items and matters of mutual interest (includes reports from County and District Councillors and representation by members of the public)

1. Apologies for absence and declaration of interests
  - 1.1 To approve written apologies and reasons for absence and to note resignation
  - 1.2 To receive declarations of interests from councillors on items on the agenda
  - 1.3 To receive written requests for dispensations and to grant any dispensations
2. To approve the minutes of the last meeting
3. To consider any matters arising from the last or a previous meeting including
  - 3.1 (5) To co-opt to fill any vacancies resulting from insufficient candidates at election and to make arrangements for any remaining vacancies to be filled
  - 3.2 (8) To consider nominations for lead member(s) for Village Maintenance and Grass Cutting
  - 3.3 (12) To consider appointments for representation on or work with external bodies and arrangements for reporting back
    - 3.3.1 EWR Consultative meetings and Cambridge Approaches liaison
    - 3.3.2 Toft People's Hall
    - 3.3.3 Climate Change Working Group – to consider remit and appointment
  - 3.4 (10) To consider Risk Assessment arrangements
  - 3.5 (30.11) RoSPA report – to consider any quotations received including any recommendations on the toddler climbing equipment
  - 3.6 (32.1) To consider any quotations for the assets walk work
  - 3.7 EWR update <sup>(MY)</sup>
4. To consider correspondence received since the last meeting requiring the Council's attention
  - 4.1 SCDC – Land at Bennell Farm – to appoint two members to sign the Indemnity Agreement
  - 4.2 CCC - LHI Scheme 20mph zone limit – To consider draft plan
  - 4.3 Resident – Grass cutting in Lot Meadow
5. Finance, Procedure and risk assessment and use of delegated powers
  - 5.1 To consider the finance report and approve the payment of any bills
  - 5.2 To receive play inspection reports and consider any work required <sup>(CW)</sup>
  - 5.3 To consider any matter which is urgent because of risk or health and safety
  - 5.4 To consider the Internal Auditor's report and appointment of Internal Auditor for FY 2023
6. To consider any Planning or Tree works applications or related items received
  - 6.1 Planning applications
    - 6.1.1 22/02958/HFUL – 9 Eversden Close – Single storey side extension
  - 6.2 SCDC decisions for information
  - 6.3 Tree works applications
7. Members items and reports for information only unless otherwise stated
  - 7.1 Village Maintenance
  - 7.2 Highways <sup>(ED, MY)</sup>
  - 7.3 Toft People's Hall
  - 7.4 Footpaths <sup>(EM)</sup>
  - 7.5 Defibrillator report <sup>(CW)</sup>
8. Closure of meeting

## Clerk report to Toft Parish Council meeting on 1 August 2022

1. To approve written apologies and reasons for absence and to note resignation – any apologies received will be reported to the meeting.  
Annie Wilkinson-Fenn has resigned from the Parish Council. Assuming that no ten electors call for an election then the Parish Council should be able to co-opt to fill the vacancy at its September meeting.
- 1.2 To receive declarations of interests from councillors on items on the agenda  
The Clerk advises the Code of Conduct requires any Councillor who has an interest in a matter under discussion to declare an interest and the type of interest held. They are also required to declare if their spouse or someone they live with has an interest. With land or licenses to occupy land that interest is pecuniary. Under the Localism Act 2011 a member with a pecuniary interest must withdraw from the meeting unless they have been granted a dispensation.
2. To approve the minutes of the last meeting on 27 June – attached
3. To consider any matters arising from the last or a previous meeting
  - 3.1 (5) To co-opt to fill any vacancies resulting from insufficient candidates at election and to make arrangements for any remaining vacancies to be filled  
The Parish Council may co-opt to fill the one vacancy remaining after the election.
  - 3.2 (8) To consider nominations for lead member(s) for Village Maintenance and Grass Cutting  
Vacancies following the resignation of Annie Wilkinson-Fenn.
  - 3.3 (12) To consider appointments for representation on or work with external bodies and arrangements for reporting back  
Deferred at the last meeting.
    - 3.3.1 EWR Consultative meetings and Cambridge Approaches liaison
    - 3.3.2 Toft People's Hall
    - 3.3.3 Climate Change Working Group – to consider remit and appointment
  - 3.4 (10) To consider Risk Assessment arrangements  
Proposed at the last meeting.
  - 3.5 (30.11) RoSPA report – to consider any quotations received including any recommendations on the toddler climbing equipment
  - 3.6 (32.1) To consider any quotations for the assets walk work
  - 3.7 EWR update  
The Chairman to report.  
  
Other  
(14) Toft Village Green  
The application is with the Land Registry, presently it is shown on the list of public lands as CCC land. The land was awarded to Toft Parish Council by the Commissioner. The land also shows on the CCC verges map. The Council decided to register the Village Green with the Land Registry as its land. The Clerk has been pursuing that application. The Land Registry has responded that either a Statement of Truth and/or clarification as to why the land is showing as CCC land is required. Clarification is being sought with CCC as to why the land is showing on the verges map and as to whether it is claiming ownership of the land and if so on what basis.
4. Correspondence
  - 4.1 SCDC – Land at Bennell Farm – to appoint two members to sign the Indemnity Agreement

SCDC write “As you will likely be aware, a Section 106 Agreement was entered into in respect of the above development with effect 21 December 2017. This required the Developer to pay over the following financial contributions:

Toft People’s Hall - £20,000 + indexation

Toft Recreation Ground - £20,000 + indexation

It is the intention for these monies to be remitted to the Parish Council, upon the Parish Council entering into an appropriate form of Indemnity, for use for such purposes in accordance with the Section 106 Agreement that relates to securing the use of the monies in this manner. The Agreement can be viewed on the website by using the planning application search. It will be listed under the plans and docs tab.

<https://applications.greatercambridgeplanning.org/online-applications/search.do?action=simple>

I attach a copy of an appropriate Indemnity for execution on behalf of the Parish Council and, assuming the Parish Council is content to proceed on this basis, perhaps two copies of the indemnity form can be printed and that both copies could be executed in pursuance of an appropriate resolution of the Parish Council. You will see that the document provides for the date of the resolution to be inserted and I would be grateful if this could be completed and for the document to be executed by two Parish Councillors on behalf of the Parish Council.

Once executed, please date the Indemnity and return one part to the Council Offices at Cambourne marked for my attention, retaining the other copy for the Parish Council’s records. I will then arrange for the contributions to be remitted as quickly as possible.”

Indemnity Agreement attached.

4.2 CCC - LHI Scheme 20mph zone limit – To consider draft plan

“Please find attached the draft plans for your 20mph Zone or limit.

Please circulate to anyone that you feel would like or need to see them and let me have any comments by 26<sup>th</sup> August 2022.”

Plan attached.

4.3 Resident – Grass cutting in Lot Meadow

The Resident has written on 1<sup>st</sup> July “I am writing in connection with the grass cutting in Lot Meadow this season and I have considerable concerns about the way in which our grass contract is being delivered by Buchans. In the past the Meadow has been ready for a 1st cut by mid-March but, as we all know, the weather has changed and both last year and this year the grass has not grown enough to be cut until May. On the 5th April I received a call from Natasha Buchan to request urgent access to the Meadow as the grass cutter was in the Recreation Grounds. I told her that it wasn’t necessary to cut the grass and that I would go and speak to the chap about it - which I did.

I had originally texted Stuart as requested by LGS Services to make contact with him as Buchans now held the contract but he never replied. I then emailed him on 5th May to say that the grass was now ready for cutting as it had recently rained. I also texted Natasha to say that I’d sent an email to Stuart and that there could be a problem getting into the Meadow as the owners of No.48 had a skip near the entrance to the Meadow but were expecting it to be removed before the weekend. I reminded her about the cuts that I had requested for the Jubilee weekend. As this is an ecological area where we leave places for moths and butterflies to lay their eggs, I also asked her to let me know the date that the grass cutters were going in so that I could mark up the area where they were to cut. This is not necessary after the first cut as it becomes obvious and we have followed this regime since we took over the running of the Meadow. Natasha replied that I should mark up the area asap and she would then check her work schedule to see

when they could fit it in. I replied that we were unable to leave the markers in and reminded her that they were required in their contract to give us advance notice of when they were visiting the village and not simply turn up when it suited them. I have never left the markers in for more than 24 hours as they are unsightly metal boundary markers and they also belong to me. Lot Meadow is away from the main road and has a public footpath, which is accessed very regularly. Many people pass through and youngsters also often use the Meadow. Things do get moved i.e. the beacon basket was moved before it was erected (it didn't go far as it was much too heavy!). And we have also had markers removed/broken before now.

I subsequently emailed Natasha on 16th May to say that we still needed the grass cut on the 27th May as we had to fill all the rabbit holes in order to complete our risk assessment for the lighting of the beacon when we were expecting about 100 people in the meadow. Natasha replied that the extra cut would be done. In fact, it was never done.

Over the past winter we have been plagued with rabbit holes and other owners of properties next to the fields on the edge of the village have reported the same problem. On 2nd June six of us spent the whole morning trying to find all the holes and fill them in. This was not easy with the grass now longer, in addition to the dead grass remains from the previous cut, which is why I had repeated my request to have the late May cut done. We did warn residents to be careful but we did nevertheless have a number of complaints that holes had been 'found' that evening. With 200 people in the village attending we were incredibly lucky that no one twisted an ankle.

I have been in to the Meadow on a number of occasions since and even ventured out this morning to check again only to find that the Meadow has not been cut since 19th May which is 6 weeks ago. It doesn't look cared for and certainly is not the service that the Parish Council is paying for. You know that I wasn't happy about Buchans getting the contract but I thought that they might at least try to make an effort to begin with. However they seem to have totally ignored my request to cut the grass in the Meadow before the Jubilee celebrations even after I had reminded them. They were in the village a few days before the Jubilee to cut the village green and take the arisings away for the Maypole dancing so they clearly had read my instructions. I can only surmise that they made a conscious decision to ignore my instructions.

Natasha does not treat TPC as a client. It is more the case that we must fit in with her bidding and no discussion required. There is one other point that I feel is necessary to make and that is that Natasha is very economical with the truth. One of her texts to me states that 'they have been ready to cut each time but told not to'. This actually happened only once on 5th April and was for good reasons. I have copies of all the texts and emails which I have sent to both Stuart and Natasha. Regrettably this behaviour is exactly how they reacted repeatedly during their last contract.

I note from the Agenda for your Council Meeting last Monday that you have an invoice for over £600 for Buchans but I obviously have not got access to the details. Their charge for cutting the Meadow is £36 per cut and I confirm that this has only happened on the 19/05/22.

Finally, under your terms and conditions you have clearly set out that 'the successful contractor will be required to provide the Council with advance notice of when they will be visiting the village; in the event that they cannot attend due to the weather, alternative dates must be provided'. This has happened for the cut on 19/05 in Lot Meadow as mentioned above but no dates have been provided for any cuts on verges, the Recreation Ground or Village Green.

I have not engaged in any dispute with either Stuart or Natasha as I felt that this should be done in an official capacity and I am no longer on the Council.”

5. Finance, Procedure and risk assessment and use of delegated powers

5.1 To consider the finance report and approve the payment of any bills  
Attached.

5.2 Play inspection reports <sup>(CW)</sup> – to be reported to the meeting so that any necessary works may be arranged.

5.3 To consider any matter which is urgent because of risk or health and safety  
None at the time of writing.

5.4 To consider the Internal Auditor's report and appointment of Internal Auditor for FY 2023

The Clerk writes:

I understand questions were raised about depreciation of assets and rounding of figures. The accounts have been prepared as required by the accounts and audit regulations which requires the figures to be rounded (as indicated on the AGAR) and assets to be recorded at fixed cost and not depreciated.

6.1 Planning Applications received

\* NB Some planning applications may not be specifically listed on this agenda but may still be considered by the Parish Council due to the time constraints of making a recommendation to the District Council.

**The planning portal for new applications can now be found at <https://applications.greatercambridgeplanning.org/>**

**The Parish Council's options are  
SUPPORTS or OBJECTS or NEUTRAL**

**Comments:**

**The Parish Council *does/does not*\* request that the application be referred to the District Council Planning Committee \*(please delete)**

**Planning reasons:**

Guidance:

What are Material Considerations - A material consideration is a matter that should be taken into account in deciding a planning application or appeal against a planning decision.

Examples of material considerations can include (but are not limited to).

- Overlooking / loss of privacy
- Loss of light/overshadowing
- Highway Safety
- Traffic
- Parking
- Noise
- Layout and density
- Design, appearance and materials
- Effect on listed Building and Conservation Areas
- Nature Conservation and or impact on protected trees or the landscape.
- Disabled Person's access
- Government Policy
- Compliance with the Local Plan.

The following are **not normally** issues that can be taken into account:

- Loss of property value

- Issues of market competition
- Loss of a view
- The applicant's motive, character or personal circumstances
- Matters covered by other legislation including restrictive covenants
- Issues relating to landownership/property boundaries.
- Moral or religious Issue

6.1.1 22/02958/HFUL – 9 Eversden Close – Single storey side extension

6.2 SCDC decision notices

6.2.1 22/02436/LBC – 12 Comberton Road – Change to existing consent 21/05234/LBC (Demolition of a rear single storey lean-to, the construction of a new single storey pitched roof rear extension and linking range to Tyne Cottage. Renovation of the existing timber windows. The construction of a two-bay cart lodge and alteration and conversion of an existing outbuilding. New boundary treatments will be applied to the site) change the angle/orientation of the glass link roof – Permission granted by SCDC.

6.2.2 21/05233/NMA1 – 12 Comberton Road – Non-material amendment of planning permission 21/05233/HFUL (Demolition of a rear single storey lean-to, the construction of a new single storey pitched roof rear extension and linking range to Tyne Cottage. Renovation of the existing timber windows. The construction of a two-bay cart lodge and alteration and conversion of an existing outbuilding. New boundary treatments will be applied to the site) change the angle/orientation of the glass link roof – Permission granted by SCDC.

6.2.3 21/05233/CONDA – 12 Comberton Road – Submission of details required by Condition 3 (Arboricultural method statement (AMS) and Tree Protection Plan (TPP) of planning permission 21/05233/HFUL – Condition discharged in full

6.2.4 21/05234/CONDA – 12 Comberton Road – Submission of details required by Condition 5 (Sample panel) of listed building consent 21/05234/LBC – Condition discharged in full.

6.2.5 21/05234/CONDB – 12 Comberton Road – Submission of details required by Condition 3 (Chimney stacks) of listed building consent 21/05234/LBC – Condition discharged in full.

6.3 Tree works

None at the time of writing.

7. Members' items and reports for information only unless otherwise stated

7.1 Village Maintenance

7.2 Highways

Cllrs Darbyshire and Yeadon to report.

7.3 Toft People's Hall

7.4 Footpaths <sup>(EM)</sup>

7.5 Defibrillator report <sup>(CW)</sup>

8. Closure of meeting

**THIS AGREEMENT** is made the \_\_\_\_\_ day of \_\_\_\_\_ 2022  
**B E T W E E N** TOFT Parish Council care of 30 West Drive, Highfields, Caldecote, Cambs, CB23 7NY ("the Parish Council") of the one part and SOUTH CAMBRIDGESHIRE DISTRICT COUNCIL of South Cambridgeshire Hall, Cambourne Business Park, Cambourne, Cambridge, CB23 6EA ("the District Council") of the other part

W H E R E A S :

- (1) Under the terms of a Section 106 Agreement ("the Section 106 Agreement") dated 21 December 2017 and made between the District Council (1) Cambridgeshire County Council (2) and Robert William Stanley Arnold and Susan Elizabeth Arnold (3) contributions of a) £20,000 (subject to indexation) is payable towards improvements to Toft People's Hall ("Toft People's Hall Contribution") and b) £20,000 (subject to indexation) is payable towards improvements to Toft recreation ground ("The Off-Site Sports and Community Uses Contribution - Toft Recreation Ground") in the circumstances and on the conditions therein prescribed
- (2) The Toft People's Hall Contribution and the Off-Site Sports and Community Uses Contribution (Toft Recreation Ground), £25,449.10 and £25,449.10 respectively, were received by the District Council on 13 June 2022
- (3) The District Council agrees to transfer the Toft People's Hall Contribution and the Off-Site Sports and Community Uses Contribution (Toft Recreation Ground) to the Parish Council SUBJECT TO the Parish Council agreeing to comply with the covenants given in Paragraphs 1, 2 and 3 of Part I of the Fifth Schedule of the Section 106 Agreement as if those covenants themselves had been given by the Parish Council in favour of the Owner mutatis mutandis and to provide an indemnity as hereinafter described

NOW THIS DEED WITNESSETH as follows:

IN CONSIDERATION of the payment by the District Council to the Parish Council of the Toft People's Hall Contribution and the Off-Site Sports and Community Uses Contribution (Toft Recreation Ground) the Parish Council covenants with the District Council

1. to use the Toft People's Hall Contribution and the Off-Site Sports and Community Uses Contribution (Toft Recreation Ground) solely for the purposes specified in the Section 106 Agreement
2. that if it has not applied or made arrangements for the application of all or any part of the Toft People's Hall Contribution and the Off-Site Sports and Community Uses Contribution (Toft Recreation Ground) within ten years from 13 June 2022 then the Toft People's Hall Contribution and the Off-Site Sports and Community Uses Contribution (Toft Recreation Ground) or unexpended proportion thereof (as the case may be) shall be payable to the Owner ("the Owner") as provided in the Section 106 Agreement with interest accrued from the date of receipt by the Parish Council until such sum is paid in full PROVIDED ALWAYS that if before the expiry of the said ten year period there is any contract or contracts in existence to which the Toft People's Hall Contribution and the Off-Site Sports and Community Uses Contribution (Toft Recreation Ground) is attributable and which contract or contracts shall be completed after the expiry of the said ten year period any sum to be repaid to the Owner shall be repaid (together with interest thereon as aforesaid) following payment of the final account in respect of any and

all such contracts and the sum to be repaid shall be less all costs incurred and/or paid to provide the said infrastructure pursuant to such contract or contracts

3. that it shall if requested by the Owner produce to the Owner within 28 days of such a request a statement of account as to how the Toft People's Hall Contribution and the Off-Site Sports and Community Uses Contribution (Toft Recreation Ground) or any part thereof shall have been spent
4. that it will indemnify the District Council fully against any costs or claims which may arise in respect of any breach by the Parish Council of the terms of this Agreement.

IN WITNESS of which two members of the Parish Council have pursuant to a resolution of the Parish Council passed on \_\_\_\_\_ signed and delivered this Deed on the day and year first above written.

SIGNED AND DELIVERED as a Deed by \_\_\_\_\_ )  
in the presence of:- \_\_\_\_\_ )

Witness Signature:

\_\_\_\_\_  
Witness Name: (Block Capitals)

\_\_\_\_\_  
Witness Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SIGNED AND DELIVERED as a Deed by \_\_\_\_\_ )  
in the presence of:- \_\_\_\_\_ )

Witness Signature:

\_\_\_\_\_  
Witness Name: (Block Capitals)

\_\_\_\_\_  
Witness Address:

\_\_\_\_\_  
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\_\_\_\_\_





URL: <http://www.canalbs.co.uk/>  
Email: [admin@canalbs.co.uk](mailto:admin@canalbs.co.uk)

**canalbs**  
**ltd**

35 Westfield Road  
Manea, Nr. March  
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## **Independent Internal Audit Service for Parish and Town Councils**

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30<sup>th</sup> June 2022

The Chairman

Toft Parish Council  
C/o 30 West Drive  
Highfields Caldecote  
Cambridge CB23 7NY

Dear Sirs

INDEPENDENT INTERNAL AUDIT FOR Financial Year End 2021-22

I have completed my checklist by sourcing information on your website and a telephone conversation with the Clerk to clarify any issues . I have signed the AGAR form and emailed it back to the Clerk. I would also remind the Council that it is not in my remit to check the accuracy of the Council accounts.

I trust that the Parish Council have been satisfied with the level of service we have provided during this difficult period and that they will consider appointing Canalbs Ltd to undertake the Independent Internal Audit for the next financial year. Our charge for this service will be £47.50 per hour for the next financial year, and, in line with Inland Revenue our mileage rate will stay at 45p per mile.

Yours faithfully

Jacquie Wilson (Mrs)  
Director

## TOFT PARISH COUNCIL

## OBSERVATIONS AND REPORT

## THE COUNCIL

- |       |   |           |   |                        |
|-------|---|-----------|---|------------------------|
| Seats | 7 | Vacancies | 2 | Election 2022 round 2. |
|-------|---|-----------|---|------------------------|
- Council failed to obtain a quorum in first round of elections.
  - The Council have adopted the New Code of Conduct and all councillors have signed their Declaration of Office and Register of Interest Forms
  - Councillors have a dedicated email address

## INSURANCE

## RISK ASSESSMENT &amp; MANAGEMENT

- Inspection reports are regularly sent to the Committee Meetings for consideration
- Evidence from reports to council meetings is satisfactory which includes log sheets for playground being reviewed at monthly meetings.
- The Playground has had an annual RoSPA inspection by Play Safety Ltd.

## CONTRACTORS

The Council have resolved to use Buchan on a 3 year contract with a review after 12 months.

## VILLAGE GREEN

The Council are still in the process of registering the village green.

## PLAYGROUND

- Had an annual RoSPA inspection.
- Considering obtaining quotes for new equipment
- Moved Beacon to Lots Meadow in time for the Jubilee

## TRUSTEES

- The Council are Trustees for the allotments and all rents due have been collected.

## BURIAL GROUND

None

## FINANCIAL

- The amendments to the Fixed Asset Register have been approved and adopted.
- VAT Return has been made.
- No Petty Cash Transactions
- Bank Mandates are reviewed and updated.

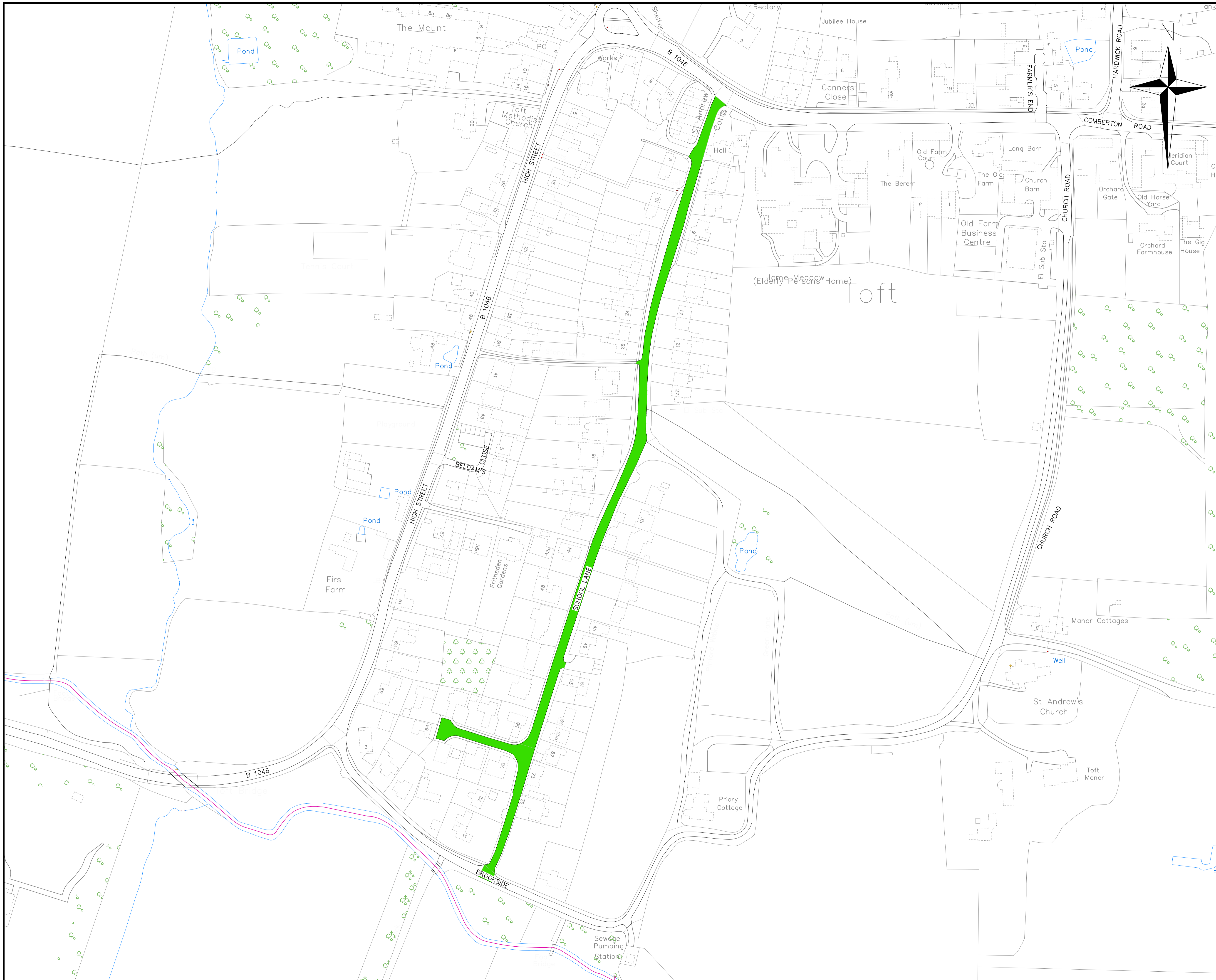
|         |         |                      |          |
|---------|---------|----------------------|----------|
| Precept | £15,000 | Fixed Asset Register | £403,709 |
|---------|---------|----------------------|----------|

|                  |         |  |  |
|------------------|---------|--|--|
| General Reserves | £23,510 |  |  |
|------------------|---------|--|--|


|                    |         |               |  |
|--------------------|---------|---------------|--|
| Earmarked Reserves | £46,173 | Include S1.06 |  |
|--------------------|---------|---------------|--|

|     |                  |
|-----|------------------|
| c/f | balance: £69,413 |
|-----|------------------|

Jacquie Wilson (Mrs) Director




Notes

 Proposed 20 MPH Zone

THE PROPOSED ZONE BOUNDARY IS SUBJECT TO FORMAL CONSULTATION.

| Date | Rev | Description |
|------|-----|-------------|
|      |     |             |

DRAFT


**Cambridgeshire County Council**

Project  
**TOFT  
 20 MPH ZONE**

Title  
**General arrangement  
 Proposed 20 extents  
 Draft format**

| Scale | Drawn | Checked | Date |
|-------|-------|---------|------|
| NTS   | DN    | JR      |      |

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| Drawing number | Rev |
|----------------|-----|
| GA001          | A   |

## **Toft Parish Council : Play Area inspection and Reports**

### ***Play Area inspection***

The Play Area in Toft has been greatly improved in recent years with the addition of a number of items of play equipment and general upkeep of the area. The Play Area caters for children of a wide age range including toddlers and older children of primary school age. There is also a football area with two sets of goal posts.

The recent RoSPA safety inspection report was generally positive with mainly small remedial works to be carried out that do not impact on safety. However, the multiplay toddler climbing frame, which was compliant with safety standards when it was installed in 2008, is no longer compliant with current safety standards. There are openings of more than 500mm and additionally, the wood is beginning to split open in places. There is no obvious 'fix' for this space issue and it may be worth considering replacing this item given also its poor state of repair. With regard to the Junior Multiplay Unit, it is worth noting that two incidents have been reported of a child becoming 'stuck' under part of the frame. It is well established that 'risky play' is important for child development and so I would not propose removal of this climbing frame. However, it is suggested that confirmation of the safety of this item should be obtained from the manufacturer. Furthermore, given the risk of injury associated with the height of parts of the unit, should a child fall, the protective surface must be optimal.

Thus, two options merit discussion:

1. Modification of the current toddler climbing frame to comply with standards. This will require considerable carpentry work and painting.
2. Removal of toddler climbing frame and replacement with a fully compliant new climbing frame. This will require fundraising. A catalogue with possible replacements is available to view.

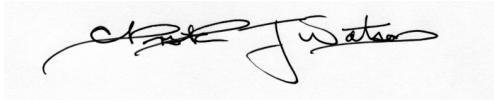
### ***Reports***

I have completed three surveys since becoming the councillor responsible for the Play Area. I have noted a number of minor issues that require attention. These are primarily maintenance and cleaning of equipment, and cutting back overgrowth of brambles, that I would be willing to undertake myself. I seek Council's approval to do this.

To note:

1. Signage. TPC sign is cracked and may need replacing. I suggest that additional signs may be useful: eg. "play at own risk" or "children must be supervised at all times".
2. Picnic tables. Loose bolts and seat beams. Need to be tightened.
3. Carousel Supernova. Dirty

4. Some surfaces are becoming overgrown and soft surfaces may need to be replaced.

A handwritten signature in black ink, appearing to read 'Christine J Watson', is centered within a light gray rectangular box.

Councillor Christine J Watson 26th July 2022

## TOFT PARISH COUNCIL MONTHLY FINANCIAL STATEMENT

Aug-22

## Summary of previous month

|  |                   |                          |
|--|-------------------|--------------------------|
| <b>Balance brought forward</b>                             |                   | 65751.36                 |
| <b>Adjustments</b>   |                   |                          |
| SALARIES   | ADJ               | -8.00                    |
| <b>Expenditure approved at previous / between meetings</b> |                   |                          |
| OAKES AND WATSON   | JUBILEE TREE WORK | -600.00                  |
| M SEBBORN  | REINBURSEMENT     | -19.97                   |
| UNITY TRUST BANK   | SERVICE CHARGE    | -18.00                   |
| PLAYSAFETY LTD   | ROSPA INSPECTION  | -96.60                   |
| <b>Credits</b>   |                   |                          |
| HMRC   | VAT CLAIM         | 1422.71                  |
| ALLOTMENT 3B   | RENT              | 5.00                     |
| <i>Total Adjustments</i>                                   |                   | <u>685.14</u>            |
| <b>Balance revised after adjustments</b>                   |                   | <b><u>£66,436.50</u></b> |

## Bank Reconciliation to latest statement

| Account                 | Funds            | Statement        | Outstanding      |
|-------------------------|------------------|------------------|------------------|
| Unity Trust Bank        | 12,377.16        | 13611.23         | -1234.07         |
| Natwest Current Account | 17,576.42        | 17576.42         |                  |
| Nationwide BS           | 36,482.92        | 36482.92         |                  |
| <b>Total</b>            | <b>66,436.50</b> | <b>67,670.57</b> | <b>-1,234.07</b> |

|                                 |              |          |
|---------------------------------|--------------|----------|
| <b>Expenditure for approval</b> |              | <b>£</b> |
| SALARIES                        |              |          |
| BUCHANS                         | GRASSCUTTING | 724.20   |

724.20

Balance C/F

**65712.30**

Gail Stoehr  
Responsible Financial Officer

**Notes:**

*Late invoices will be brought to the meeting*

Salaries adjusted by - £8 will be brought to the meeting as payroll is awaited.

A refund of £96.60 is awaited from Playsafety Ltd