

Newton St Cyres Parish Council

Notice of Meeting of Parish Council

Dear Councillors

I hereby give notice that a meeting of the above named Parish Council will be held in the Parish Hall Club Room on Thursday 6 April 2017 at **7.30pm**

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 set out hereunder.

Dated this: 1 April 2017

Signed



Clerk to the Parish Council

nsc_pc@outlook.com

01392 851148

Business to be Transacted - Public Participation

- I. Police Report
- II. Public Question Time. Members of the public are invited to give their views and ask questions on issues on this agenda or to raise issues for future consideration by the Parish Council

Formal Business

(Members of the public may not take part in the formal business of the Parish Council except under special circumstances)

01/04/17 Apologies - To receive apologies

02/04/17 Declaration of interest

- 2.1 Register of Interests (ROI). Councillors to update as required
- 2.2 Personal Interests (PI). Cllrs must declare any personal interest in items on agenda and their nature.
- 2.3 Disclosable Pecuniary Interest (DPI). Councillors must declare any pecuniary interest in items on the agenda and their nature and they must leave the meeting for that agenda item.

03/04/17 Minutes of the Parish Council meeting held on Thursday 2 March 2017 (previously circulated) To be agreed and signed as a true record

04/04/17 Mid Devon District Council

4.1 Planning Applications:

17/00009/HOUSE- erection of single story side extension after demolition of existing store and single storey extension linking house to garage at Compass House Newton St Cyres
17/00428/HOUSE - erection of extensions and other alterations following demolition of existing extensions at Hunters Lodge, West Town Road, Newton St Cyres
17/00152/HOUSE - creation of new vehicular access for off street parking following demolition of existing wall at Lindisfarne, 36 West Town Road, Newton St Cyres
17/00443/ADVERT – Advertisement consent to display 1 non-illuminated fascia sign at A377, South of Newbridge Cross, Langford Road, Langford, Newton St Cyres
17/00512/HOUSE- erection of a detached double garage and car port following removal of garden shed at 5 Creedy View Newton St Cyres Exeter EX5 5AU

4.2 Planning Decisions:

16/01836/MARM - Reserved Matters (layout, scale, appearance and landscaping) for the erection of 25 dwellings with parking and open space, following outline approval 14/01332/MOUT at land east of Station Road, Newton St Cyres – permission granted
17/00155/CAT - Notification of intention to remove 1 Douglas Fir/groups of Leylandii hedges within Conservation Area at Hunters Lodge, West Town Road – permission granted

4.3 To note and consider any response to consultation on updated Parish Council Charter and Planning Carter (circulated separately)

4.4 Report from Cllr P Hare-Scott

05/04/17 Finance

5.1 To approve signatures for this month's cheques

5.2 Parish Council Receipts Current Account:

Item	Payee	Purpose	Amount £
5.2.1	Various	Allotment rent	360.00
			£360.00

5.3 Parish Council Payments Current Account:

Item	Payee	Purpose	Amount £
5.3.1	DALC	Annual membership	204.36
5.3.2	Signs Express	New sign for noticeboard at Sandown Lane	32.50

5.3.3	Ian Salter	Bus shelter cleaning	32.00
5.3.4	D Baker	Stain/sealer/lawnseed/flower baskets	104.03
5.3.5	Parish Hall	Payment for mini market	4.00
5.3.6	Parish Hall	Room expenses Jan – Mar 17	40.00
5.3.6	J Hole	Salary & expenses	291.54

£708.43

- 5.4 Balances:
- 5.4a Parish Council Current Account balance: £9,781.04
- 5.4b Parish Council Reserve Account balance: £841.27
- 5.4c Parish Council Footpaths Account: £407.29
- 5.5 Financial Statement and Budget Monitor and unaudited accounts for 2016/17 (attached)
- 5.6 To consider quotes: 5.6a Fingerpost repair to broken sign post opposite Station Road £95.00 and £60.00 to paint and 5.6b Paint outside of BT kiosk £290.00 each
- 5.7 To consider re-assigning the PC Reserve Account to be the resurfacing account for the parish hall car park. £750.00 from PC and Parish Hall to be paid in each year.
- 5.8 Grant to Parish Hall budgeted as £800.00. To agree to pay £750.00 to re-assigned account and pay the Parish Hall the balance of £50.00. (PC and Parish Hall contributions total £1,500.00. Actual payment to re-assigned account £658.73 as balance is already £841.27)

Break in procedures for signatories to sign cheques for payment

06/04/17 Matters raised by the Chair

- 6.1 Update on ANPR camera

07/04/17 Councillor's Reports

- 7.1 Areas of Responsibility Report
- 7.1a Surgeries: Matters raised on 4 February 2017 - Trailer parked in Tytheing Close, Pot holes in Godolphin Close, rubbish bags on Lilly Lane
- 7.1b Matters raised on 1 April 2017. Next surgery: 6 May Cllr G Quicke to attend

08/04/17 Clerk's Report

- 8.1 Update on arrangements for Annual Parish Meeting on 27 April 2017
- 8.2 Local Council Award Scheme – actions required for application to next level
- 8.2a Councillors to provide councillor profiles for website; 8.2b Consider group photo taken at APM; 8.2c Updated grant awarding policy, new Health and Safety Policy Statement and evidence of helping plan for community future (attached); 8.2d Action plan from 2017 to 2020 (circulated separately)

09/04/17 Parish Council

- 9.1 To consider a project to notify to MDDC in order that S106 monies can be allocated. Possible projects include footpath from new school to Recreation Ground and Boniface Trail. More than one project can be nominated and Shobrooke parish is included in NSC catchment area (see attached e-mail)
- 9.2 To nominate a street name for the new housing development in Station Road. (Suggestions from school for name of housing development for marketing purposes circulated separately)
- 9.3 Update on work to be carried out by Thorverton handyman

10/04/17 Devon County Council

- 10.1 Outstanding Highways issues
- 10.2 New issues for Cllr Southcott to take to DCC
- 10.3 To note updated Road Warden Scheme – details circulated separately
- 10.4 Report from Cllr M Squires – update on Smallbrook drainage work/missing markers on A377

11/04/17 Miscellaneous Correspondence - A list will be available at the meeting

12/04/17 Minor Matters and Items for Future Agenda - Each Councillor is requested to use this opportunity to report minor matters of information not included elsewhere on the agenda and to raise items for future agendas. Councillors are respectfully reminded that this is not an opportunity for debate or decision making

**13/04/17 Date for next meeting: Thursday 4 May 2017 in the Parish Hall Club Room at 7.30pm
End of Formal Business**

Public Participation

Public Question Time. Members of the public are invited to give their views and ask questions on issues on this agenda or to raise issues for future consideration by the Parish Council.

Newton St Cyres Parish Council

Financial Statement and Budget Monitor 2017/18

Income

Opening Balance (c/f from 16/17)	£10,129.47
Precept	£0.00
Council Tax support grant	£0.00
Village Green Grant	£0.00
Allotment rent	£360.00
DCC Locality grant	£0.00
Raddon Hills payment	£0.00
VAT	£0.00
PROW	£0.00
	£10,489.47

Expenditure as at March 2017

Item	Budget	To date	Balance	16/17 actual
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Grants	Total Parish Council Grants	£2,519.08	£0.00	£2,519.08	£2,370.92
	Parish Hall	£800.00	£0.00	£800.00	£1,400.00
	Recreation Ground	£495.00	£0.00	£495.00	£495.00
	CRG	£774.08	£0.00	£774.08	£125.92
	Boniface Trail	£250.00	£0.00	£250.00	£250.00
	Other	£200.00	£0.00	£200.00	£100.00

Administration & running costs	Total Admin & running costs	£6,091.00	£539.90	£5,551.10	£6,130.74
	Audit fees	£120.00	£0.00	£120.00	£120.00
	Total Clerks Wages	£3,666.00	£282.43	£3,383.57	£3,533.23
	Salary incl PAYE	£3,558.00	£276.43	£3,281.57	£3,461.23
	Home office allowance	£108.00	£6.00	£102.00	£72.00
	Total Expenses	£260.00	£9.11	£250.89	£168.22
	Clerk's Expenses	£150.00	£9.11	£140.89	£128.26
	Other Expenses	£110.00	£0.00	£110.00	£39.96
	Total Hall Expenses	£385.00	£44.00	£341.00	£371.00
	Hall electricity	£30.00	£0.00	£30.00	£30.00
	Hall rent	£300.00	£40.00	£260.00	£262.00
	Surgery	£55.00	£4.00	£51.00	£79.00
	Insurance	£410.00	£0.00	£410.00	£399.05
	Fees and Subscriptions	£550.00	£204.36	£345.64	£450.24
	Total Training (inc. ref. materials)	£350.00	£0.00	£350.00	£324.00
	Training Clerk's	£100.00	£0.00	£100.00	£250.00
	Training Councillors	£250.00	£0.00	£250.00	£74.00
	Newsletter and printing	£350.00	£0.00	£350.00	£765.00

Repairs & maintenance	Total Repairs & maintenance costs	£5,139.00	£168.53	£4,970.47	£3,376.92
	Allotment maintenance	£330.00	£0.00	£330.00	£958.00
	Bus Shelter cleaning	£64.00	£32.00	£32.00	£48.00
	Maintenance work as per schedule	£1,550.00	£0.00	£1,550.00	£0.00
	Arboretum License	£10.00	£0.00	£10.00	£10.00
	General maintenance	£200.00	£77.95	£122.05	£399.28
	Grass cutting	£1,500.00	£0.00	£1,500.00	£1,175.00
	Church Yard - grass cutting	£1,000.00	£0.00	£1,000.00	£600.00
	Noticeboards	£100.00	£0.00	£100.00	£15.40
	Signs & Plaques	£285.00	£32.50	£252.50	£171.24
	Village flowers	£100.00	£26.08	£73.92	£0.00

Misc	Total misc costs	£7,700.00	£0.00	£7,700.00	£5,078.30
	PC equipment	£200.00	£0.00	£200.00	£215.00
	Misc funds	£200.00	£0.00	£200.00	£252.00
	Vodafone	£30.00	£0.00	£30.00	£30.00
	Fencing for new churchyard	£500.00	£0.00	£500.00	£0.00
	Solicitor fees for new churchyard	£800.00	£0.00	£800.00	£0.00
	Misc grants cover cost*	£0.00	£0.00	£0.00	£3,358.24
	Transfers to footpath	£220.00	£0.00	£220.00	£645.59
	Postage cost housing survey	£0.00	£0.00	£0.00	£300.00
	S137	£0.00	£0.00	£0.00	£277.47
	Resurfacing fund Hall car park	£750.00	£0.00	£750.00	£0.00
	ANPR camera	£5,000.00	£0.00	£5,000.00	£0.00

Totals:	£21,449.08	£708.43	£20,740.65	£16,956.88
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MDDC Grant reimbursement

£2,043.66

Current Account

Total income YTD	£10,489.47
Withdrawn/Transf	£0.00
Less O/S Cheques	£708.43
Balance	£9,781.04

Reserve Account

Balance	£841.21
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Footpath Account

Balance	£281.70
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Newton St Cyres Parish Council			
Receipts and Payments Account - Unaudited			
Year ending 31 March 2017			
Receipts			
	Precept		£12,051.70
	Grants		
		MDDC Council Tax Reduction	£716.30
		MDDC Village Green	£100.00
		Public Rights of Way (Footpaths)	£520.00
		DCC Locality	£1,000.00
		Community Support Group (CSG)	£1,305.00
		Devon Community Trust (DCT)	£792.30
		MDDC (received in error)	£2,043.66
	Allotment Rent & Topping reimbursement		£280.00
	VAT Refund		£1,026.58
	Raddon Hills admin payment		£110.00
	Various re Queens birthday celebration		£129.80
Total Receipts current account			£20,075.34
Payments			
	Grants		
		Community Resilience Group	£125.92
		Parish Hall	£1,400.00
		NSC Recreation Ground	£495.00
		Boniface Trail	£250.00
		Citizen Advice	£100.00
	Admin/running costs		£100.00
		Clerks wages incl PAYE/Raddon Hills	£3,533.23
		Expenses - Clerks	£128.26
		Expenses - Other	£39.96
		Fees and subscriptions	£413.56
		Hall expenses & electricity	£371.00
		Insurance	£399.05
		Printing (newsletters and parish plan)	£765.00
		Training (Clerk and Councillors)	£315.00
	Repairs & maintenance		
		Allotment Costs	£802.00
		Bus shelter cleaning	£48.00
		Gardening/Maintenance	£384.89
		Grass cutting	£1,175.00
		Grass cutting - churchyard	£500.00
		Noticeboards	£12.83
		Signs	£142.70
	Miscellaneous		
		Transfer to Footpath account	£645.59
		Work to parish hall (DCC Locaility grant)	£1,000.00
		Purchase of defibrillator (CSG grant)	£1,305.00
		DAAT Landing electrics (DCT grant)	£660.20
		Re-payment to MDDC	£2,043.66
		Churchyard maintenance of old graves	£250.00
		Purchase of scanner/printer/care plan	£205.17
		VAT	£818.00
		S137 (souvenir mugs/refreshments)	£239.52
		Electricity cost for Vodafone Surestart	£30.00
		Adoption of BT Kiosks	£2.00
		Contribution to cost of housing survey	£300.00
Total Payments current account			£19,000.54
Financial Summary Current Account			
	Balance b/f as at 1 April 2016		£9,054.67
	Add Receipts for Y/E 31 March 2017		£20,075.34
	Less Payments for Y/E 31 March 2017		£19,000.54
	Balance C/F as at 31 March 2017		£10,129.47
Financial Summary Footpath Account			
	Balance b/f as at 1 April 2016		£541.68
	Add Transers for Y/E 31 March 2017		£645.59
	Less Payments for Y/E 31 March 2017		£779.98
	Balance C/F as at 31 March 2017		£407.29
Financial Summary Reserve Account			
	Balance b/f as at 1 April 2016		£841.01
	Add Receipts for Y/E 31 March 2017		£0.26
	Less Payments for Y/E 31 March 2017		£0.00
	Balance C/F as at 31 March 2017		£841.27
Financial Summary All Accounts			
	Current Account		£10,129.47
	Footpath Account		£407.29
	Reserve Account		£841.27
Total of all Accounts as at 1 April 2017			£11,378.03

NEWTON ST CYRES PARISH COUNCIL

GRANT GIVING POLICY

The Parish Council wishes to support local groups/organisations or individuals who work within the parish/community to develop or enhance facilities available, or who contribute to the well-being of parishioners. Grant giving is funded from annual precept income and is subject to agreement by councillors and to funds being available.

Applicants must be non-profit making or charitable. Grants will not be made retrospectively and only one application will be considered from an organisation in any one financial year. The financial year runs from 1 April.

The maximum grant payable in any one financial year will normally be £1,000.00.

Any applicant wishing to make an application in excess of this figure must contact the Clerk to discuss the option of applying to the council for a 3-year (maximum) Service Level Agreement (SLA). Unless a 3-year SLA has been agreed, organisations will not automatically be entitled to funding each year – a separate grant application will be required for each year.

Any applicant awarded a maximum grant of £1,000.00 will be allocated a council member who will act as a link with the council.

WHEN TO APPLY

Applications are generally only considered once a year. All applications should be submitted by 15 November in time for the December Budget meeting. You will be notified of the outcome of your application after the December meeting. If successful, your grant will usually be paid in May of the following year by cheque.

ELIGIBILITY CRITERIA

- I. Applicants must be non-profit making/charitable organisation operating within the parish of Newton St Cyres. Organisations should be registered as a charity, but non-registered organisations will still be eligible if a management committee is in place and all other criteria are met.
- II. Applicants must have a bank/building society account with at least two signatories.
- III. Applicants must have a constitution or equivalent to submit with their application. Groups working together to run a project may be considered without a separate constitution but must have a separate bank account. Future applications will require the group to be constituted.
- IV. The applicant's aims and objectives must be clear and show the direct benefit to Newton St Cyres parish/community and/or the lives of people within the Newton St Cyres parish/community.
- V. Applicants must have independently audited accounts and submit an audited financial statement with their application. If you are a new organisation with no accounts, please submit a cash flow forecast
- VI. Applicants should have or be working towards an equal opportunities policy and demonstrate awareness of Equality legislation and Health & Safety requirements.
- VII. The Parish Council reserves the right to publish details of any grant funding given and projects supported.

HOW TO APPLY

If you meet the eligibility criteria above, please submit your application in writing, stating what the grant is required for, how the grant will benefit the parish/community or the lives of people within the community and state the amount of grant requested.

Applications to the Clerk:

Mrs Jane Hole, The Cellar, Pump Street, Newton St Cyres, EX5 5DA. Tel: 01392 851148

Email: nsc_pc@outlook.com

If you need assistance with your application, please contact the Clerk.

TERMS & CONDITIONS

You must use the grant within one year for the purpose for which they were given. Any delays with project timescales must be reported to the Clerk. The Council may request details of the progress of the project and may require proof of expenditure. Unspent grants may have to be repaid.

Date of last review: April 2017

Date of next review: April 2018

Newton St Cyres Parish Council

Health and Safety Statement

As an employer of less than five people Newton St Cyres (NSC) Parish Council is not required to have a written Health and Safety Policy¹. However, it follows HSE guidance by controlling risks using risk assessments, consulting with the Clerk (as an employee), considering training required, and providing insurance.

The Council holds a list of the principal health and safety legislation² and is aware of its responsibility for Health and Safety as a corporate body. The Clerk will advise the council with regard to health and safety, particularly if there are any changes to legislation and will, following instruction from the council, make sure that insurance provision is adequate and that the required health and safety actions are completed.

Risk assessments³ help the council to assess risk and to put measures in place to reduce the risk to an acceptable level. The Council's duty to its employee, the Clerk, include an annual risk assessment for working from home which covers display screen equipment, electrical equipment, slips/trips/falls, working environment, fire, security and loan working. Any training required is considered at the clerk's annual appraisal and this also serves as an opportunity for any discussion required regarding health and safety.

Appointed councillors are responsible for carrying out regular checks and annual risk assessments for council assets such as seats, adopted phone kiosks, noticeboards and bus shelters to ensure they are in good order. Also for areas of activity which the council oversees including speed watch, litter picking, arboretum and neighbourhood watch. These activities include volunteers as well as councillors, and a copy of the risk assessment is given to volunteers on joining and following a review. Risk assessments are circulated to councillors and their completion minuted.

The clerk will retain a copy of contractor's risk assessments.

Any employer is required to hold employer's liability insurance⁴ and the council's insurance provision includes public liability, officer's indemnity and personal accident.

Adopted: April 2017

Date of Review: May 2018

¹ As advised by Health and Safety Executive

² Health and Safety at Work etc. Act 1974, Management of Health and Safety at Work Regulations 1999, Health and Safety (Display Screen Equipment) Regulations 1992 (amended 2002), Manual Handling Operations Regulations 1992 (amended 2002), Workplace (Health, Safety and Welfare) Regulations 1992, Provision and Use of Work Equipment Regulations 1998, Control of Substances Hazardous to Health Regulations 2002, Health and Safety (consultation with Employees) Regulations 1996

³ Risk assessment were introduced in the Management of Health and Safety at Work Regulations, 1992

⁴ Employers' Liability (Compulsory Insurance) Act 1929

Agenda Item 8.2c

For publication on website

Planning for the future of Newton St Cyres community – what does the Parish Council do to help?

Newton St Cyres has a pro-active Parish Council that looks to the future and helps the community plan for its future. Examples of this include:

Formation of the Community Resilience Group

In June 2014, the Parish Council arranged a public meeting to address parishioners concerns around flooding which had affected parts of the parish. Representatives from Devon County Council, Mid Devon District Council and the Environment Agency were in attendance together with various land owners. Around 30 parishioners attended.

Following on from this meeting the Newton St Cyres Flood Defense Group was formed and a Community Resilience Plan was written. Newton St Cyres were part of the Pathfinder initiative run by Devon County Council Environment Section and were able to secure grant funding to purchase various flooding relief equipment, including three storage sheds placed at strategic places in the parish. A tipping rain gauge was also purchased and installed in the fields above the river Creedy so that early warning can be given of raised water levels.

The Flood Defense group meets on a regular basis to progress a few outstanding actions and to keep flood defense procedures under review. A nominated Parish Councillor attends meetings and reports back to the Parish Council

The Parish Council holds a yearly meeting with all community related groups to allow sharing of information and to ensure that the Community Resilience Plan remains updated.

Parish Plan

The first parish plan was carried out in 2008 and a second plan in 2016.

The following are some examples of actions taken as a result of the parish plan:

The **arboretum** was opened to the public. The Parish Council holds the license from the land owner and a friends of the arboretum was formed who carried out the day to day maintenance and running of the arboretum. A nominated Parish Councillor attends arboretum meetings and reports back to the Parish Council

The Parish Council joined Devon County Councils **Parish Footpath** Scheme and appointed a Footpath Warden. The Scheme provides an annual grant towards the maintenance of the footpaths.

Community Speed watch was formed

A footpath/cycle trail between Crediton and Exeter – this project has been taken up by the Boniface Trail organisation, now a registered charity, of which two parish councillors are trustees.

Provision of a **community website**, run by the Newton Wonder

Housing survey

The Parish Council obtained funding from Mid Devon District Council, and assisted by Devon Communities Together carried out a housing survey in November 2016. The results will be used to address the housing needs of the community over the next few years.

Community assets

The Localism Act 2011, gave Parish Councils the option to nominate Community Assets to be listed on a register held by District Councils meaning that nominated assets could not be sold without consultation with the Parish Council.

Newton St Cyres nominated the Recreation Ground, the Parish Hall and the Crown & Sceptre public House. Registration lasts for five years and in 2018, these assets will be considered again.

Public Meeting re the future of the Post Office and Shop

Following concerns expressed about the future of the village Post Office and shop, the Parish Council organised a public meeting and then sent out a short questionnaire to all houses in the Parish in July 2015 asking if parishioners would be interested in running a community shop/post office and asking if parishioners would be willing to fund the enterprise. Just under a hundred replies were received and the results were published in the Newton Wonder in October 2015.

Agenda Item 9.1

E-mail from Juliet Hamlyn- Payne - Planning Obligations Monitoring Officer, MDDC

With regard to collecting money for the Newton St Cyres catchment area (this includes Shobrooke), we do not have any projects for Public Open Space contribution allocations. Without a list of schemes available I would be unable to collect any more money for your catchment area.

Please could you discuss with both Shobrooke Parish and Newton St Cyres Parish Councils, I need details of projects you would like me to collect money for within both parishes. If you could send me details I can confirm if the potential scheme(s) would be within the remit of Public Open Space funding, if they meet the requirements I can add the project(s) to my spreadsheet to allow me to collect money as and when any development is put forward in your area.

Any funding being allocated to a catchment area can be assigned to any project within that catchment area, regardless of which parish as long as they are within the catchment area. If I was in a position where I only had one project for a catchment area I would assign all funding to that one project regardless of which parish within that catchment generated the funding.

Allocation could depend on the amounts needed for each project, we can only collect 5 applications for each project. This means we need to slot the relevant contribution to a suitable project (within the catchment area of course) to make sure we collect the right funding for each project.

I try, as far as possible, to allocate contributions to the parish they are generated from, but sometimes this is not possible and have to allocate to projects within the whole catchment area. There is also the issue that really small parishes with almost no development in their immediate area would never receive any funding if I just allocated to parish only hence why the smaller parishes are grouped into catchment areas.

To confirm, please forward the following details to me:

Project title:

Project location:

Very brief outline of proposed works:

A guide target price for me to collect:

You can put two projects forward, depending on what works are proposed and the total price of each scheme it could be possible to alternate the contributions between both the projects. This would be useful if some money could be spent for each project before all of the 5 contributions hit their target points, i.e if part of the projects can be introduced and finished off as and when more money is available.

Having two projects listed also helps if there is one scheme waiting for a smaller amount of money and one scheme waiting for a larger amount (this depends on the amounts already allocated) then the contribution can be put against the most appropriate scheme. This is a little confusing, if you would like me to explain this in greater detail please do not hesitate to call me.

Bearing in mind it does take a very long time for all 5 contributions to become available if you would like to implement one of the projects sooner it may be best to concentrate all funding on one project first.

I would appreciate it if you could raise this at your next parish meetings please as currently I have no schemes listed for your catchment.

Agenda item 10.1
Outstanding Highways Issues

- I. Missing makers on A377

Outstanding District Councillor Actions

- I. Drainage works at Smallbrook – no date at present

Newton St Cyres Parish Council

Clerks wages and expenses breakdown

April 2017

Salary for March 26 hours' x £10.632	£276.43
HMRC PAYE due	£0.00

Total salary payable: £276.43

Item	Quantity	
Home Office Allowance *		£6.00
Printing 4p per sheet	113	£4.54
2 nd class stamp (55p)	6	£3.30
2 nd class large stamp	1	£0.75
Envelopes 4p each	31	£0.52
1 st class stamp (64p)		£0.00
Lamanting pouches		

Total Expenses: £15.11

*NSC portion of 50/50 split with Shobrooke Parish Council

Total for April 2017: £291.54