

## Annual Meeting of the Parish Council – Agenda Report

**6. To AGREE whether the minutes from the ordinary meeting on 7th April 2021 and the extra ordinary meeting on 22nd April 2021 should be signed as an accurate record of the meeting**

[Draft Minutes – Wickwar Parish Council](#)

**9. To CONSIDER and AGREE arrangements for holding meetings after 6<sup>th</sup> May 2021**

[Preparing for the possible return to face-to-face meetings](#)

The regulations that currently allow local authorities to hold meetings remotely until 7th May 2021 will not be extended by the Government, and so face-to-face meetings will need to resume from 7th May.

There is still much uncertainty around how legislation or COVID-19 risks and restrictions may change over the coming weeks and months. NALC's position remains that all local councils should continue to meet remotely while the regulations are in force. The guidance in Appendix 1 has been written to help local councils prepare for remote council meetings being unlawful from 7th May 2021.

### Options

The Council has some options available to it:

1. *Temporary Scheme of Delegation to the Clerk (public meetings cancelled)*. This could be backed up by the meetings plan as usual, but these would be informal, online and not advertised or open to the public. Councillors will only be allowed to discuss rather than take decisions. (This advice may change depending on what information is released by ALCA - Avon Local Councils Association – in the next week or so.)

This would mean that Councillors could influence decisions which are the formally taken under the temporary delegation to the Clerk (draft Temporary Scheme of Delegation see item 10).

The scheme would remain in place until Councillors decided that a return to face-to-face meetings was safe, or that the delegation should cease for any other reason. This may be the July meeting, or Councillors may prefer to wait until September when all adults should have been offered the vaccine. All decisions would be ratified by the Council at its next ordinary meeting.

The only imminent legal matter that cannot be delegated to the Clerk, or deferred until such time as the Council is lawfully meeting, is the signing off of the Annual Governance and Audit statements. This needs to be done by **30th June** and we will need to think of a route for this. Possibly a single item agenda with a pre-agreed quorate in attendance, or an outdoor meeting, or possibly hiring the School Hall which has a much greater capacity to enable appropriate COVID-19 mitigations to be implemented.

### Pros

- Completely Covid safe
- Councillors can still influence decisions, planning responses etc
- Allows time for everyone likely to attend to have been offered both vaccine doses

### Cons

- No public engagement possible
- A meeting MUST still be held before 30<sup>th</sup> June to sign the Annual Governance and Audit statements.

*2. Hold face-to-face meetings after 7<sup>th</sup> May.* This would be in line with the advice from NALC. The Health Protection (Coronavirus, Restrictions) (Steps) (England) Regulations 2021 includes an exception (exception 3) that a gathering is allowed where it is necessary for certain purposes which include "for work purposes or the provision of voluntary or charitable services." Members attending a meeting would fall under this. Additionally, in the letter dated 25th March 2021 from Luke Hall MP, recommendations are given on how to hold safe council meetings, which infers that it would be legal to hold them.

However, provision should still be made to enable the public to view the meeting virtually and currently the Council does not have the technology in place to allow this to happen. Alternatively, a limit will need to be placed on the number of members of the public that can attend - like a fire safety limit, but a Covid-safe limit. The Clerk will investigate the capacity of the Town Hall and the availability/ capacity of school hall and bring this information to the meeting. The Council will need to provide the greatest possible access for the public so it will be necessary to use the school hall if it is available (although Wifi may not be available).

The Council will need to take into account the concerns of both Councillors and Clerk over returning to face-to-face meetings whilst restrictions are still in place and there is a risk, particularly those who are unvaccinated, have been shielding, or have other health concerns.

#### **Pros**

- Legal meetings can continue with public agendas
- AGAR can be agreed as normal
- Decisions made democratically
- Some public engagement (but will be restricted by venue)

#### **Cons**

- Higher risk of infection than option 1 as not everyone attending will have been offered both vaccine doses
- Risk assessments and covid safety measures to be put in place by the Clerk and adhered to by Councillors inc cleaning (will take time)
- Will need to meet in a larger room if one is available (without Wifi access?)
- Public participation will be restricted/ very restricted

*3. Another option that Councillors may suggest.*

#### **Recommendation**

Council discussed the options and agrees a way forward.

## **10. To APPROVE the proposed Scheme of Delegation to the Clerk after 6<sup>th</sup> May 2021**

### **Authority**

Section 101 of the Local Government Act 1972 – Arrangements for discharge of functions (except those excluded -1 ) by local authorities – allows a local authority to arrange for the discharge of any of their functions:

a) By a committee, a sub-committee or an officer of the authority;

or b) By any other local authority.

Any delegation to a Committee or the Proper Officer shall be exercised in compliance with the Council's Standing Orders, any other policies or conditions imposed by the Council and within the law.

### **Recommendations from Council and others**

Where officers are contemplating any action under delegated powers which is likely to have a significant impact in a particular area, they should also consult the Council, and must ensure that they obtain appropriate legal, financial and other specialist advice before action is taken. As a temporary measure, to allow for effective decision making whilst COVID-19 restrictions and considerations are in place, the Proper Officer may be empowered to take any and all decisions discussed with them by Full Council.

This empowerment does not affect the delegations already in place via Standing Orders or Financial Regulations.

1 Exclusion list includes:

- To adopt and change the Standing Orders.
- To approve and adopt a Budget.
- To determine the Council's objectives.
- To appoint the Chair and Vice-Chair, Committee Chairman and Vice-Chairman.
- To agree and/or amend the terms of reference for Committees, deciding on their composition and making appointments to them.
- To set the Precept.
- To appoint staff.
- To make byelaws.
- To borrow money.
- To consider any matter required by law to be considered by full Council

### **Temporary Scheme of Delegation**

The Parish Council's Temporary Scheme of Delegation authorises the delegation of the functions of the Council to the Proper Officer of the Council (Clerk) except for those functions set out in the Exclusion list above. The Scheme will apply from the period starting 7th May until such time as the Council agrees it can lawfully meeting safely within COVID-19 restrictions. At that time the Temporary Scheme of Delegation to be reviewed.

As far as possible the Clerk's decisions will be made in consultation with the Council via informal online meetings.

**11. To REVIEW and ADOPT terms of reference for Council committees and working groups (Staff Committee and Section 106 and CIL Working Group)**

The following Terms of Reference require no updates:

[Staff-Committee-TOR-Nov-2019.pdf \(wickwarparishcouncil.gov.uk\)](#)

[Working-Group-CIL-S106-TOR-Apr-2021.pdf \(wickwarparishcouncil.gov.uk\)](#)

**12. To REVIEW and AGREE membership of Council committees and working groups and next meeting dates (Staff Committee and Section 106 and CIL Working Group)**

| Committee/ Working Group                 | Representative(s)                                       |
|------------------------------------------|---------------------------------------------------------|
| <b>Staff Committee</b>                   | Cllr Isaac (Chairman)<br>Cllr Fielding<br>Cllr Maidment |
| <b>Section 106 and CIL Working Group</b> | All Councillors (min of four)                           |

Councillors are asked to agree next meeting dates.

**13. To REVIEW and ADOPT Standing Orders and Financial Regulations**

The Standing Orders and Financial Regulations require no updates:

[Standing-Orders-March-2021.pdf \(wickwarparishcouncil.gov.uk\)](#)

[Financial-Regulations-March-2021.pdf \(wickwarparishcouncil.gov.uk\)](#)

**14. To REVIEW and APPROVE arrangements with, and contributions to other local authorities, not-for-profit bodies and businesses**

[Agreements/ Leases](#)

1. Grazing Agreement for Park Field 1st April 2021 - 31st October 2021 (£105 tendered)
2. Buthay land and car park leased to Bromford Housing Association 1st April 2018 - 1st April 2028 (Annual rental £1000)
3. King George V pitches, pavilion and tin shed rented to Wickwar Wanderers Football Club 1<sup>st</sup> August – 15<sup>th</sup> May ongoing

[Contracts](#)

1. Localism Contract with South Gloucestershire Council 1<sup>st</sup> April 2021 – 31<sup>st</sup> March 2022 for grass cutting and bins

Cut North Road & Inglestone Road verges (amenity grass) - £508.66

Cut Sodbury Road verge - £84.94

Empty dog bins x 3 - £751.46

Empty parish litter bins x 3 - £50.98

**Total - £1,846.04**

(Extended in 2019 to include 4 additional litter bins (Youth Club & KGV x 3) and 2 dog bins (High St & Turnpike Gate))

2. Insurance contract with Pen-Axa (via Came & Company) 1st June 2018 - 31st May 2021 (3 years) - renewal on agenda
3. Grass cutting contract (play area & cemetery) with DR Howse Services Ltd 1st April 2021 - 31st October 2023 (3 years)
4. Grass cutting and pitch maintenance contract (KGV field) Prestige Grounds 1st April 2021 - 31st October 2023 (3 years)
5. Town Hall electricity contract with Octopus Energy 22nd September 2019 - 21st September 2021 (2 years)
6. Pavilion electricity contract with Octopus Energy 16th September 2019 - 15th September 2021 (2 years)
7. Town Hall broadband contract with Plus Net 3rd August 2020 - 2nd August 2021 @ £18pm NET (1 year)
8. Clerk's mobile phone contract with Tesco Mobile @ £10pm – monthly rolling
9. Annual maintenance contract to service Town Hall Clock with Cumbria Clock Company-rolling/ ongoing
10. Annual play area inspection contract with Play Safety (ROSPA) – rolling/ ongoing

# **15. To REVIEW and AGREE Parish Council representation on external bodies and arrangements for reporting back**

Current representation and reporting arrangements are listed below:

| External body                                         | Representative(s)                                             | Reporting arrangements                                                  |
|-------------------------------------------------------|---------------------------------------------------------------|-------------------------------------------------------------------------|
| Wickwar Community Centre Management Committee         | CLlr Trull (Chair)<br>CLlr Maidment (voting committee member) | Report verbally to Full Council (monthly agenda item)                   |
| Wickwar Wanderers Football Club committee attendee    | CLlr Fielding                                                 | Report verbally to Full Council (monthly KGV agenda item)               |
| Wickwar Youth Club committee attendee                 | CLlr Isaac                                                    | Report verbally to Full Council (monthly KGV agenda item)               |
| ALCA (Avon Local Councils Association) representative | CLlr Trull                                                    | Report back to next Full Council meeting under correspondence           |
| Cotswold Community Engagement Forum                   | CLlr Fielding (Chair)                                         | Report back to next Full Council meeting under correspondence           |
| South Glos Town & Parish Council Forum                | No representative yet                                         | Report back via a Full Council agenda item after each quarterly meeting |

|                                 |                                                 |                                             |
|---------------------------------|-------------------------------------------------|---------------------------------------------|
| Wickwar Speedwatch              | Cllr Maidment                                   | Report to Full Council as and when required |
| Quarry Liaison Group            | ?                                               | Report to Full Council as and when required |
| Alexander Hosea School Governor | Cllr Fielding                                   | Report to Full Council as and when required |
| Joint Parishes Cycle Forum      | Cllr Maidment<br>(recommends leaving the Forum) | Report to Full Council as and when required |

#### **16. To REVIEW and APPROVE the updated Asset Register for 2021/22**

[Asset-register-2021-22-v1-DRAFT.pdf \(wickwarparishcouncil.gov.uk\)](#)

Please note that insured values reflect figures provided by the current insurer and will require updating when the new contract starts from 1<sup>st</sup> June 2021.

#### **17. To CONFIRM arrangements for insurance cover in respect of all insurable risks**

The Council holds a policy with Pen-Axa until 31<sup>st</sup> May 2021 (arranged via Came & Company)

#### **18. To REVIEW and APPROVE the Council's and/or staff subscriptions to other bodies**

The following subscription charges were agreed as part of the 2021/22 budget, or at a Full Council meeting.

| Subscription                                            | Renewal date                       | Cost          |
|---------------------------------------------------------|------------------------------------|---------------|
| ALCA (Avon Local Councils Association)                  | Renewed 01/04/21                   | £483.91       |
| CVS Associate Membership                                | Renewal due: 01/04/21              | £25           |
| GPFA (Gloucestershire Playing Fields Association)       | Renewal due: June 2021             | £50 (approx.) |
| ICCM (Institute of Cemetery and Crematorium Management) | Renewal due: 01/04/2021            | £95           |
| SLCC (Society of Local Council Clerks)                  | Renewal due: 30/06/21              | £161          |
| CPRE                                                    | Agreed to join 03/02/21<br>Due now | £35 minimum   |

#### **19. To REVIEW and ADOPT the Council's Complaints Procedure**

The Complaints Procedure requires no updates.

[Complaints-Procedure-Jan-2021.pdf \(wickwarparishcouncil.gov.uk\)](#)

#### **20. To REVIEW and ADOPT the updated Reserves Policy**

Deferred to next meeting.

**21. To REVIEW and ADOPT the Council's policies, procedures and practices as listed**

The following policies require no updates:

[Equality-and-Diversity-Policy-May-2019.pdf \(wickwarparishcouncil.gov.uk\)](#)

[Freedom-of-Information-Policy-May-2019.pdf \(wickwarparishcouncil.gov.uk\)](#)

[Information-and-Data-Protection-Policy-April-2021-1.pdf \(wickwarparishcouncil.gov.uk\)](#)

[Document-Retention-and-Disposal-Policy-April-2021-2.pdf \(wickwarparishcouncil.gov.uk\)](#)

**22. To REVIEW and ADOPT the Council's employment policies and procedures as listed**

The following policies require no updates.

[Disciplinary and Grievance \(wickwarparishcouncil.gov.uk\)](#)

[Sickness Absence Policy \(wickwarparishcouncil.gov.uk\)](#)

[Expenses-Policy-May-2019.pdf \(wickwarparishcouncil.gov.uk\)](#)

**23. To REVIEW the Council's expenditure incurred under s.137 of the Local Government Act 1972 for the financial year 2021/22 and to NOTE the s. 137 limit for 2021/22.**

| Date       | Details                                                                                                                                          | Cheque number  | Amount (Net) |
|------------|--------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------|
| 12/05/2020 | Wickwar Youth Club annual grant                                                                                                                  | BACS200512WYC  | £3000        |
| 27/05/2020 | Grant to Wotton Area Mutual Aid to fund food boxes for residents during the Covid 19 lockdown (paid via Trust in You Community Interest Company) | BACS200527WAMA | £250         |
| 12/11/2020 | Poppy wreath from Royal British Legion Trading Ltd                                                                                               | BACS201104RBL  | £18.32       |
| Total      |                                                                                                                                                  |                | £3268.32     |

s.137 limit for 2021/22 to be notified at the meeting.

**24. To REVIEW the Council's expenditure of CIL (Community Infrastructure Levy) for the financial year 2021/22 and the note the amount of unspent CIL**

| Date | Details | Cheque number | Amount (Net) |
|------|---------|---------------|--------------|
|------|---------|---------------|--------------|

|              |                                                                                                                 |            |                   |
|--------------|-----------------------------------------------------------------------------------------------------------------|------------|-------------------|
| 07/05/2020   | Ledon Henson toddler playhouse installed at King George V Play Area, GB Sports and Leisure                      | BACS200506 | £7661.47          |
| 04/09/2020   | Rubber mulch surface installed under slide at King George V Play Area, GB Sports and Leisure                    | BACS200902 | £8705.04          |
| 12/11/2020   | Proludic IXO multiplay unit to replace wooden climbing tower at King King George V Play Area, Proludic Ltd      | BACS201104 | £20546.00         |
| 04/12/2020   | 3 X Tilia Cordata (lime trees) and metal tree guards installed at King George V Play Area, Landcare Nursery Ltd | BACS201202 | £1865.75          |
| 04/12/2020   | 6 X recycled plastic Witton benches, Marmax Ltd                                                                 | BACS201202 | £2,101.50         |
| <b>Total</b> |                                                                                                                 |            | <b>£40,879.76</b> |

Unspent CIL 2019/20 - £14,463 (from £18,019)

Unspent CIL 2020/21 – £7,235.24 (from £48,115)

**Total unspent CIL 31/03/21 - £21,698.24**

## **25. To REVIEW and APPROVE Direct debits and standing orders for the financial year 2021/22**

| Direct Debit                                                | Frequency             | End Date                      | Amount                       |
|-------------------------------------------------------------|-----------------------|-------------------------------|------------------------------|
| Water Business (Pavilion)                                   | Monthly               | No end date                   | Currently £7.50 but variable |
| Water Business (Park Field trough)                          | Biannual              | No end date                   | Variable based on usage      |
| Octopus Energy (Pavilion)                                   | Monthly               | 15/09/21                      | Variable based on usage      |
| Octopus Energy (Town Hall)                                  | Monthly               | 21/09/21                      | Variable based on usage      |
| Tesco Mobile (Clerk's phone)                                | Monthly               | Rolling monthly contract from | £10 + any additional calls   |
| PlusNet Boradband                                           | Monthly               | 02/08/21                      | £18.00                       |
| NEST pensions (Clerk's pension)                             | Monthly               | No end date                   | Confidential                 |
| South Gloucestershire Council (Business Rates for pavilion) | April<br>May<br>June  | No end date                   | £171/3                       |
| Public Works Loan Board (loan for WPFA field)               | 01 May<br>01 November | TBC                           | Dependent upon principal     |

Currently there are no standing orders.

## **26.To AGREE the time and place of ordinary meetings of the Council up to and including the next annual meeting of the Council.**

Dates this year are dependent upon the decision taken under item 9 (end of remote meetings).



Usual dates are 1<sup>st</sup> Weds of each month, except for August (no meeting) and January when the meeting is held on the 2<sup>nd</sup> Weds of the month.

## **29.1 To CONSIDER and APPROVE the Council's response to the following South Gloucestershire Council consultations on the Wickwar Traffic Management Scheme**

For reference: Wickwar Traffic Management Scheme Consultation response – submitted 18/11/19

[https://consultations.southglos.gov.uk/consult.ti/Wickwar\\_TM\\_Scheme/consultationHome](https://consultations.southglos.gov.uk/consult.ti/Wickwar_TM_Scheme/consultationHome)

Wickwar Parish Council is supportive of the scheme and its objectives. It feels that the village as a whole will benefit from the proposed traffic calming and speed reduction measures. However, following feedback from parishioners and further discussion, a number of specific questions and concerns have emerged, which are detailed below.

### **20mph limit**

The Parish Council wholeheartedly supports the proposed 20mph speed limit along the High Street, but would also like to see this extended to the rest of the estate roads in the village. For example, the Amberley Way estate is a safe walking route to Wickwar Preschool and Alexander Hosea Primary School on Honeyborne Way. The route is the obvious pedestrian route for residents walking to school from the new developments on the southern edge of the village, and so is likely to become more well-used over time. For safety reasons a 20mph limit on this estate would be very welcome.

### **Inset C**

The Parish Council questions the need for a speed table between the existing zebra crossing and the traffic lights, based on the assumption that the speed of traffic approaching and moving off from the traffic lights will be relatively low.

### **Inset H**

Given the very narrow pavement here, the Parish Council is concerned about the close proximity of the speed table to the house on the corner of the Buthay Lane (No 62 High Street). Given the nature of the building's foundations, the resident is concerned about possible structural damage to the property caused by vibrations from traffic passing over the speed table. Please could South Gloucestershire Council respond to, or address these concerns.

The Parish Council questions whether the waiting restrictions proposed are necessary.

### **Inset L**

The Parish Council is concerned about access for farm traffic to South Farm, which is adjacent to the proposed zebra crossing. It is felt that the position of the zebra crossing will make it difficult for large farm vehicles to make the required manoeuvre.

In general, the Parish Council is concerned that taking away parking spaces as a result of parking restrictions will create pressures on parking elsewhere in the village, and this is an issue which South Gloucestershire Council may need to respond to.

**29.2 To CONSIDER and take a DECISION on whether to request inclusion in South Gloucestershire Council's Community Governance Review and what to request**

Email from Natalie Carr, Democratic and Member Services Manager

Sent 13/04/21

Good afternoon Parish and Town Clerks

At their meeting towards the end of March 2021, the Council's Regulatory Committee approved the commencement of a limited community governance review in a small number of areas in South Gloucestershire. The committee will be receiving a report outlining the terms of reference for the review at its meeting on 20 May 2021 and there is an opportunity for other parish and town areas to request consideration for inclusion within a review as part of that report.

A community governance review looks at parishing arrangements such as internal parish ward boundaries, the number of councillors, changes to external parish boundaries, creating new parish areas and amalgamating parish areas. If there is an element of the parish or town council electoral arrangements that your parish or town area would like to be considered for inclusion please contact me by 10 May 2021 either by email or telephone outlining what they would like considered for inclusion and any rationale or supporting information.

It is not intended for this review to be a district wide review of arrangements across all parish areas, rather it is an opportunity to look at changes to correct small anomalies. If you have any queries or questions please do not hesitate to give me a call.

**29.3 To CONSIDER and take a DECISION on requests for information and support from the Wickwar Residents Action Group**

Extract from email from WRAG 20/04/21

have recently engaged with a Bristol Councillor and one of the WECA Mayoral candidates, who also visited the Inglestone Rd site last week.

He has suggested we do the following in advance of formulating our objections: Request that both our Ward Councillors for Wickwar and Wickwar Parish Council contact the planning officers/committee members at SGC and ask them what the current up to date policies are for development on greenfield sites such as this. It is important that we are 100% clear on the council's position on this. Please can you:

1. Establish their general views, opinions, policies regarding general greenfield rural development (please note we are not asking for specific comment regarding Crest Nicholson's proposal) and advise WRAG of SGC's position.
2. Clarify their position regarding SGCs views on development outside of the village boundary as we understand they normally tightly control these boundaries and this development is outside the existing boundary.

3. In addition, Ward Councillors /WPC to provide any advice they may have on preferable housing development sites, from the call for sites plan, that would be closer to workplaces, amenities, less reliant on car use, less likely to impact on the environment and better adhere to (stated by SGC) climate emergency principles, etc... Please can you indicate any sites you think we should draw SGC planner's attention to as a suitable alternative to the proposed site in Wickwar.
4. Finally we have also been advised that legal/specialist planning advice may be needed at some point, which WRAG/ the community would of course have to fund. We would be interested to know if the WPC would have the resources to provide any funding for this if needed?

This information would be most useful, as it will help us to focus our efforts where they are going to be most likely to have effect.

Thank you in advance for your support and help with gathering this important information. Any queries please do not hesitate to contact any the WRAG members.

Yours sincerely,

#### [Supplementary email from WRAG sent 29/04/21](#)

After our WRAG meeting this week we have had a few more thoughts which I thought I would share before the meeting so that the Parish Council is aware of what we will be asking.

It is after a conversation with xxx (a West of England mayoral candidate) and the advice that he offered us that we would like to find out more about the current rules for building on greenfield sites such as ours. The questions we would like to ask both our Ward Councillors and Parish councils to ask the planning department are as follows;

1. What are the current rules for building on greenfield sites such as the one in Wickwar?
2. In the current local plan it states that 'Outside settlement boundaries, development will be strictly controlled'. What are these controls? and what factors would allow development to take place outside of the settlement boundary.
3. In the current local plan it states that 'developments that are car dependent or promote unsustainable travel behaviour will not be supported'. What are the exceptions to this rule? The proposed development in Wickwar would be totally car dependent. What factors would allow this development to be approved despite this?

#### **29.6 To CONSIDER and take a DECISION on whether and how the Council can participate in No Mow May**

[Email from Matthew Lipton, South Gloucestershire Council 27/04/21](#)

Dear clerk,

In recognition of the need to restore nature in our response to the Climate and Nature Emergency, we have selected sites on land we own to support No Mow May and we would welcome the involvement of town and parish councils to join us on this exciting initiative.

As you may be aware, No Mow May is a campaign organised by Plantlife which supports biodiversity by asking people not to mow their lawn or a patch of it during the month of May. This is a critical time of year to support insects and birds and to increase flowers and plants for the benefit of people and wildlife. At the end of the month it is possible to take part in the Every Flower Counts survey to see how many bees your uncut area could support.

Please join us and thousands of others supporting No Mow May across the country by selecting a site you own or even a section of one of your sites and letting it grow for just four weeks. You and your residents may well be in for a pleasant and flowery surprise!

More information about No Mow May is available [here](#).

If you are joining us on this journey, please send details of the location of your No Mow May site and approximate size (in square metres). At the end of the month we'd love to see some photos and your results for the Every Flower Counts survey before you send them off to Plantlife. Just send them to [nature@southglos.gov.uk](mailto:nature@southglos.gov.uk) and let us know if you are happy for us to share your images on our social media channels.

Please only choose a No Mow May site on land you own.

We have also produced a communications pack for you share and promote No Mow May on your website, social media pages or newsletters. The free pack is available at [Climate emergency community engagement | South Gloucestershire Council \(southglos.gov.uk\)](#).

**45. To APPROVE the transfer of £40,000 to Redwood Bank Savings Bond to ensure cash held with Unity Trust Bank falls below the £85,000 Financial Services Compensation Scheme limit after 30<sup>th</sup> April. (See Agenda Report)**

Anticipated bank balances on 30<sup>th</sup> April 2021

Unity Trust Bank

Unity Trust current account - £4,001.51

Unity Trust instant access savings account (1) £10,556.59

Unity Trust Instant access savings account (2) £5,211.73

**Total £19,769.83 + £76,812.17\* = £96,581.96**

\*£52,218.63 CIL and £24,593.50 precept due 30<sup>th</sup> April

Redwood Bank

**Redwood Bank = £40,405.99**

**48. To NOTE CIL expected in 2021/22**

| Planning Reference | Site Name                                                                             | Total Received | Parish          | 80% Capital CIL10  | 15% Parish 6L131  |
|--------------------|---------------------------------------------------------------------------------------|----------------|-----------------|--------------------|-------------------|
| PK17/5966/RM       | Land South of Poplar Lane<br>Wickwar Wotton-Under-Edge GL12 8NS                       | £178,111.28    | Wickwar (PTC45) | £142,489.02        | £26,716.69        |
| P19/5258/RM        | Land South of Horwood Lane<br>Wickwar Wotton Under Edge<br>South Glos GL12 8NY        | £164,190.29    | Wickwar (PTC45) | £131,352.23        | £24,628.54        |
| P19/17754/F        | Little Shortwood Farm<br>Wickwar Rd<br>Yate Bristol South<br>Gloucestershire BS37 6PA | £5,822.61      | Wickwar (PTC45) | £4,658.09          | £873.39           |
|                    |                                                                                       |                |                 | <b>£278,499.34</b> | <b>£52,218.63</b> |

**49. To APPROVE the creation of new earmarked reserves listed (amounts and purposes) from underspend during the financial year 2020/21**

Deferred to next meeting.