



## OAKLEY AND DEANE PARISH COUNCIL

### MINUTES OF THE ORDINARY COUNCIL MEETING

#### TO BE HELD AT NEWFOUND PAVILION

ON THURSDAY 12<sup>TH</sup> JUNE 2025 7:30 PM

Councillors of Oakley and Deane Parish Council were summoned to attend the ordinary meeting of the Council at the Newfound Pavilion on Thursday 12<sup>th</sup> June 2025. Members of the press and public were also invited to attend.

The public session commenced at 7:30 PM followed by the general meeting at 7:40 PM. The business to be transacted at the meeting was set out in advance Thursday June 6<sup>th</sup> 2025. Councillors and the public were requested to note that this meeting was recorded by the Council and may also be subject to recording by members of the public.

**Present:** Cllr. McAllister (Chairman), Cllr. Green (Vice Chair), Cllr. Condliffe, Cllr. Rowley, Cllr. Burns, Cllr. Bullions, Cllr. Crafer, Cllr. Ellison, Mrs. Green (Assistant Clerk) and Mrs. Beere (Clerk & RFO). Luke Murphy MP for Basingstoke

#### Public Session 7:30 PM

**The Parish Council and public attending observed a moment of reflection to mourn the passing of Mr. Stephen Harding; former Councillor and Chairman of the Council who sadly passed on May 25<sup>th</sup> 2025. The minute's silence was held on Thursday evening at 19:31. The Chairman expressed his condolences both personally and on behalf of the Parish Council to Mr Harding's family.**

Public session commended; Three members of the public attended the meeting; One to observe as a prospective Councillor, the other two were in attendance to ask questions relating to planning matters -

- i. Development plans at the back of Leamington Court, request for information as to when/if this would proceed: The Council have received notification that the current development plans for an allotment site on the land at the back of Leamington Court (Dell Farm) will not be proceeding. The Council has no further information; it is unknown if it will remain as farmland or will be developed in the future.
- ii. BDBC Call for Sites 2025 results; Concerns were raised relating to development within the surrounding Greenfields between Basingstoke and Oakley, to the M3 J7. Maps include land within the Oakley Conservation area. The resident urged Luke Murphy (MP) to advocate for a stronger legal standing for Neighbourhood Plans, protection of Green Belt and Conservation areas from speculative development and better alignment between housing targets and real infrastructure capacity.

***Due to the nature of the requests being raised, agenda points 242/25 and 248/25 iii. were brought forward and the Chairman gave a statement on behalf of the Council expressing comparable concerns.***

Luke Murphy Labour MP for Basingstoke (since 2024) addressed the Council and members of the public present; Greenfield sites between Oakley and Basingstoke are undeveloped land and while conservation areas are designed to protect specific features some development may still be permissible. Ultimately it is very likely that these sites will be developed over time, therefore we must ensure that the supporting infrastructure requirements are met for high-quality build, local healthcare, education and safe highways. It is also vital that the local communities be consulted to ensure that these matters are done hand-in-hand, whilst protecting our natural environment. The Borough must urgently "lock in" its five-year housing land supply within its Local Plan. If the Borough Council cannot demonstrate a five-year housing land supply it makes it easier for developers to gain planning permission, even in Green Belt and Conservation areas.

The Chairman thanked MP Luke Murphy for his attendance, and Cllr. Ellison noted that this was the first time an MP for Basingstoke had joined a Council meeting since 2005.

Luke Murphy hosts regular support surgeries, coffee mornings and community events across Basingstoke. To book an appointment contact [luke.murphy.mp@parliament.uk](mailto:luke.murphy.mp@parliament.uk) or 01256 587093.

***MEETING PAUSED: MP Luke Murphy departed the meeting, as did two members of the public and Cllr. Burns due to work commitments.***

#### **238/25 Apologies for absence**

Apologies for absence were received and accepted from Cllr. Hayman (ODPC), Mrs. Scantlebury (ODPC Finance Assistant) and Mrs. Snow (contracted ODPC Finance Assistant). Cllr. Henderson (HCC), Cllr. Jones (BDBC), Cllr. Golding (BDBC) and Cllr. Gaskill (BDBC) were noted as absent.

#### **239/25 Minutes of previous meeting**

Minutes of the meeting held on the May 8<sup>th</sup> '25 as previously circulated, were approved. The Chairman signed, initialled and dated the Minutes.

#### **240/25 Declaration of interests**

Arising from this agenda, Councillors are invited to declare any relevant interests; Cllr. Rowley declared an interest in agenda point 250/25 iii. on the agenda, relating to OCA matters as he is a trustee.

#### **241/25 Urgent matters**

The following urgent matters were raised by Cllr. Ellison and Cllr. Bullions. No decisions were taken on these items, and all were delegated to Clerk to address;

##### **Cllr. Ellison raised matters relating to the need for Parish Litter Pickers:**

A request to have litter pickers across the village, to support our two litter wardens. A local co-ordinator would be required to zone the village and the Council supply a basic kit for our volunteers via BDBC Waste Department and BDBC Litter Grant funds available. Due to Health and Safety requirements all members would have to sign a volunteer policy (pending Council approval). Should the Councils public liability insurance not cover non-councillors then support via the local community Neighbourhood Watch organisation should be sort.

##### **Cllr. Ellison raised matters relating to the need for a Bus Shelter on St. Johns Road (gps. 51.246742, -1.168205):**

Request that a Kent Vandel Proof shelter at an est. cost of £4000 be reviewed for installation using S106 funds available, £6000 allocated to Transport. The Clerk advised that Stagecoach be approached as will HCC on the matter; update to be included on the July '25 agenda.

##### **Cllr. Bullions raised matters relating to low hanging tree branches affecting Buses and Bakers Recovery trucks:**

All trees along the route from the Pack Lane Crossroads to Bakers yard are currently interfering with trucks, double decker buses and any large vehicles. These have been reported, and the Clerk has requested that Bakers Recovery, it's drivers and members of the public do the same. Cllr. Rowley requested that all HCC Tracking ID numbers are passed on to allow him to follow up on behalf of the Council.

**242/25 Welcoming Luke Murphy, Member of Parliament for Basingstoke**

To discuss any concerns the Council may have and any ways that their offices can develop a closer relationship and work together for our residents and Luke's constituents.

***NOTE: Matters relating to point 242/25 were moved up the agenda to the public session, refer to this section for the relevant minutes.***

**243/25 Clerk and Assistant Clerk report with correspondence received**

- i. Request approval of 35 hours overtime (up to 60 hours total, including 20 hours contracted) for the new Finance Assistant, to cover a handover of responsibilities. Members approved 6 hours to cover HALC training and noted that an additional 5 hours could be approved by the Clerk. Evidence is required to fully understand the request; Deferred to the Councils EGM (date pending) for final approval.

**244/25 Annual Governance and Accountability Return (AGAR):**

- i. Internal audit conducted by Do the Numbers Ltd; to be concluded 10th June '25. Report to be received by the Council with delegation to the Clerk and Finance and Governance project groups to evaluate all actions required. Approved.
- ii. To accept the Annual Governance Statement (AGAR) 2025 completed by Do the Numbers Ltd. \*
- iii. Audit Accounting Statements – to consider and agree the accounting statement figures. \*
- iv. Electors' Rights – to note the dates of the Exercise of Public Rights as 27th June to 11th August 2025 (30 working days). \*
- v. Statement of Variance 2024-25 for notification only. \*
- vi. Agree all papers to be sent to the external auditor. \*

**\*Points ii. to vi. were deferred as the necessary documents were only received June 11<sup>th</sup> following the Internal Audit. The Chairman called an Extraordinary General Meeting (EGM) of the Council on Monday June 23<sup>rd</sup> at 10am in the Newfound Sports Pavillion; Clerk to publicise the final agenda in due course. All papers to be sent to the external auditor by no later than June 30<sup>th</sup> '25.**

**245/25 Governance**

- i. Verbal update on the adopted NALC standing orders and NALC financial regulations, aligned to the ODPC Finance and Investment Policy for consistency to be updated on the Council website. Deferred from May '25; Decision required. The Clerk requested that this is not deferred further, and Cllr. Ellison highlighted that this is a living document. Approved.
- ii. To review the Council's updated S101 delegation for adoption April '25 to September '25. Deferred from May '25; Decision required. Cllr. Rowley noted that this document is now no

longer required, due to the approval of 245/25 i. whereby our new Financial Regulations replaces the need for an S101. Agreed.

**246/25 Finance update including payments for approval**

- i. Approval of payments for May 2025 and June 2025, with an update concerning our current budget with spend and income review. Approved.
- ii. Request approval of 9 hours overtime for the Contracted Finance Assistant for the handover of responsibilities and year end financial support. Approved as part of 246/25 i.
- iii. Retrospective approval of £1207 to Scofell Ltd.; Attending to urgent Burial Ground maintenance on the 23<sup>rd</sup> of May '25. Approved by the Clerk and Chairman, calling upon section 5.15 of the Councils adopted ODPC Financial Regulations. Noted and approved.
- iv. Payroll administration and pensions regulatory compliance: Option to outsource, decision required. Members objected; Currently no requirement to outsource this element of the Finance Assistants job role, however this can be reviewed in the future if matters change.
- v. Zurich Insurance policy and the Councils Asset register; verbal update. Deferred to July'25.

**247/25 Local Government Reorganisation; verbal update.**

The government wants to change the way local government is structured to make it simpler for residents. It has asked all 21 two-tier authorities across England – where there are county and district and borough councils – to submit proposals for new unitary councils through its plans for local government reorganisation. Two of the options being considered are based on amalgamating existing council areas, while the third includes some potential boundary changes but they would not affect the north Hampshire area.

The Borough Council will be releasing a survey later this month asking members of the public feedback on the proposals currently being worked on. To be circulated in due course and advertised accordingly via social media for awareness.

**248/25 Planning Committee**

- i. To receive the June 3<sup>rd</sup> '25 Planning Committee report, which includes applications and decisions. Next committee meeting scheduled 1<sup>st</sup> July '25. Received and noted.
- ii. To approve the minutes of the May 6<sup>th</sup> '25 Planning Committee meeting, due to the June 3<sup>rd</sup> meeting not being quorate at the time. Minutes as previously circulated, were approved. The Committee Chairman Cllr. Green signed, initialled and dated the Minutes.
- iii. To note the Basingstoke and Deane Borough Council (BDBC) [Call for Sites 2025](#) results has been released. Noted; to be advertised on the Councils website for awareness.

***NOTE: Matters relating to point 248/25 iii. were moved up the agenda to the public session, refer to this section for the relevant minutes.***

It was further agreed that the Council should feedback and host a public consultation on the BDBC Call for Sites 2025 results, while they are still under review. Cllr. Paul Harvey, Leader of BDBC is to be invited to the next Planning Committee meeting and the date adjusted to accommodate this.

- iv. To note the following new government consultations, relate to planning changes. Decision to respond required\*. Consultation can be found on the gov.uk website at [www.gov.uk/government/consultations](https://www.gov.uk/government/consultations)

- a. [Technical consultation on implementing measures to improve Build Out transparency](#) Runs from 25 May to 7 July 2025.
- b. [Reform of planning committees: technical consultation](#). This consultation seeks views on the implementation of proposals to modernise planning committees. Closes at 11:59pm on 23 July 2025
- c. [Improving the implementation of biodiversity net gain for minor, medium and brownfield development](#). Closes at 11:59pm on 24 July 2025
- d. [Biodiversity net gain for nationally significant infrastructure projects](#). Closes at 11:59pm on 24 July 2025

**\*Points a. to d. were deferred to the next Planning Committee meeting, it was noted that only two of the consultations were relevant for the Council;** Assistant Clerk to publicise the final agenda and updated date in due course following the decision to host BDBC Cllr. Harvey. Re: 248/25 iii.

#### **249/25 Highways**

- i. Progress update relating to the development a map of Oakley utilizing Parish Online, that highlights all current highways related issues within Oakley to review with HCC following a public consultation; To include but not limited to ongoing drainage concerns, potholes, road markings and signage updates. Deferred to the July '25 meeting; this project will be delegated to the Assistant Clerk to support.

#### **250/25 Community and Local Environment**

- i. Request retrospective approval for the purchase of a secondhand strimmer at £60 for the Handyman to use while the Councils strimmer was in for a two-week repair. Approved.
- ii. Request retrospective approval of £55.46 ex vat for the purchase and carriage of replacement parts with two spares, to repair the Litter Wardens waste [Street Boss](#) cart. Product code LP0001HS Hoop at a discounted rate of £11.99 per unit ex vat from Helping Hands Environmental. Approved.
- iii. Defibrillators to be installed at The St. Leonards Centre and the Andover Road Hall, with support from the OCA;
  - a. Request approval to seek consent from the local planning authority (BDBC) for installation on both buildings. Approved.
  - b. OCA are to manage the devices going forward, request approval for maintenance funding using CIL to be passed to OCA to support this. Approved.

#### **251/25 Sports and Play Areas**

Reports relate to the sports grounds and pavilions in Newfound (NF) and Peter Houseman (PH), facilities at Beach Park (BP) and the play areas on Avon Road (ARPA) and Upper Farm Road (UFRPA).

- i. BP pump track renovation project, decision required to award the contract following completion of the Councils gov.uk Find a Tender advertisement and consultation with the local BMX Youth Group. Approved; awarded to OnTrack.
- ii. Request approval in principal for the hire of the NF grounds for the under 23s Hampshire League on Saturday afternoons, with a 9x9 pitch to be painted in blue. Approved.

- iii. Request retrospective approval on the following bookings;
  - a. Basingstoke Children In Care Team hired the PH Grounds and Pavillion for their team away day on June 11<sup>th</sup> '25. Update 10.06.25, booking cancelled. Noted.
  - b. Oakley Youth Football Club (OYFC) have hired the PH Pavillion for their end of year celebrations on the 20<sup>th</sup> July '25. Approved, noted with no charge as the event is included in the OYFC agreement of hire.
  - c. Oakley Football Club Girls team have hired the NF Pavillion for a meeting on the 19<sup>th</sup> June from 6:30-7:30pm. Approved.
  - d. Soccer Awareness School Of Development Centre Basingstoke (SODC) hired the PH Pavillion for summer training commencing August '25. Approved.
  - e. Private birthday parties; hire of the PH Grounds and Pavillion running on the 8<sup>th</sup> June 25 and 10<sup>th</sup> August '25. Approved. Date change noted due to weather, Sunday 9<sup>th</sup> June '25.
- iv. Review of the £4830 plus vat quote provided by SW Contract Services Ltd, to secure the North field of BP as an official dog training field. Due to the value of the project three quotes are required, delegated to the Assistant Clerk. Final decision to proceed on this project is deferred until a decision is obtained on the location of an outdoor gym within the Parish.
- v. Request approval of £70 quoted by Men's Shed to restore the benches at Beach Park. Approved.
- vi. The Councils NF cricket roller annual service at £250 ex vat (approved) plus parts; Verbal progress update concerning guarantee extension request due to service date delay. Clerk to obtain an update for the July '25 meeting, following no response to date.
- vii. Seasonal track repairs at the PH sports grounds, from Rectory Road to the PH entrance gate, with RC Saunders Ltd.; Verbal progress update. Delayed until construction work at neighbouring properties is complete, to avoid any obstructions to contractors. This project is to be completed by mid-August '25.
- viii. Oakley Youth Football Club (OYFC) have offered to apply for a Grass Pitch Grant on behalf of the Parish Council, for both the NF and PH sites; Verbal progress update. Deferred from June '25; Now deferred until further notice.
- ix. Quotes from Infinity Playgrounds and Ava Recreation Ltd. for review, concerning the supply and spread of wood bark chip safety surface on the BP junior play area. Requested to be part budget and CIL funded, with delegated authority to proceed with the best option to meet the necessary safety standard requirements. Delegated to the Clerk, approved based on obtaining three quotes an update is to be brought to the July '25 meeting.
- x. Quotes from Infinity Playgrounds and Ava Recreation Ltd. for review, for the installation of a Rotovator Hoop roundabout with seats and safety surface for BP junior play area. Requested to be CIL funded, with delegated authority to proceed with the best option once a third quote has been obtained in line with the Councils adopted Financial Regulations. Delegated to the Clerk, approved based on obtaining three quotes an update is to be brought to the July '25 meeting.
- xi. Members of the Council would like to sincerely thank Jubiloaks for their support and work at UFRPA, cutting around the whips they previously planted. It is noted that the hedge is starting to become established, thanks to their efforts. Noted.

***The Council have the right: To pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press to consider confidential contractual and staffing matters which meet the criteria of Schedule 12A of the Local Government Act 1972 Part 1.***

***NOTE: Members thanked the member of the public who attended as a prospective Councillor as they departed.***

**252/25 Confidential matters – Staffing matters**

**253/25 Confidential matters – The Andover Road Village Hall**

**Next meeting scheduled for 10<sup>th</sup> July 2025 to be held at Newfound Pavilion.**

**Please note there will be no meeting in August due to the summer season.**

**Attachment A:**

Approval of payments for May 2025 and June 2025, with an update concerning our current budget with spend and income review.

Oakley & Deane Parish Council

15 June 2024 (2024 - 2025)

Prepared by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (Clerk/RPO etc)*

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_  
*Name and Role (RPO/Chair of Finance etc)*

	<b>Bank Reconciliation at 31/05/2024</b>		
	Cash in Hand 01/04/2024		388,847.32
	<b>ADD</b>		
	Receipts 01/04/2024 - 31/05/2024		229,848.21
			618,695.53
	<b>SUBTRACT</b>		
	Payments 01/04/2024 - 31/05/2024		22,451.82
<b>A</b>	<b>Cash in Hand 31/05/2024</b> (per Cash Book)		<b>596,243.71</b>
	Cash in hand per Bank Statements		
	Petty Cash 31/05/2024	0.00	
	Lloyds Bank Treasurer's Account 31/05/2024	215,484.48	
	Lloyds Bank Business Bank Instant 31/05/2024	24,200.41	
	The Public Sector Deposit Fund 31/05/2024	353,146.73	
	Basingstoke & Deane Borough Council 01/04/2024	3,412.09	
	Lloyds Bank Business Credit Card 15/05/2024	0.00	
			<b>596,243.71</b>
	Less unpresented payments		
			596,243.71
	Plus unpresented receipts		
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>596,243.71</b>
	<b>A = B Checks out OK</b>		

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Bank Transfers

Transfers are similar to ordinary transactions, but relate wholly to movements of money within the Council, rather than receipts or payments by the Council. These are easy to forget, but are essential to providing a comprehensive account of the Council's monetary position.

Date	Amount	From Bank	To Bank	Comment
21/06/2024 00:00:00	160000.00	Lloyds Bank Treasurer's Account	The Public Sector Deposit Fund	Transfer of surplus funds to CCLA account
15/05/2024 00:00:00	223.63	Lloyds Bank Treasurer's Account	Lloyds Bank Business Credit Card	DD to settle credit card balance in full (statement 1st May)
15/04/2024 00:00:00	198.83	Lloyds Bank Treasurer's Account	Lloyds Bank Business Credit Card	Transfer to settle credit card balance in full (DD)
10/04/2024 00:00:00	5000.00	Lloyds Bank Business Bank Instant Saver	Lloyds Bank Treasurer's Account	Transfer from savings to current account to fund 3rd party payments



**Oakley & Deane Parish Council**  
**PAYMENTS LIST**

12 June 2024 (2024 - 2025)

Voucher	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
41	Rent of storage space	02/05/2024		Lloyds Bank Treasur		Rent payable for garage storage	Sovereign Housing	S	47.62	9.53	57.15
45	Water	07/05/2024		Lloyds Bank Treasur		Water charges for Newfound sp	Castle Water Ltd	S	9.82	1.96	11.78
24	Office supplies	09/05/2024		Lloyds Bank Treasur		Cleaning supplies	Hampshire County Council	S	1.74	0.35	2.09
28	Training costs: councillors	09/05/2024		Lloyds Bank Treasur		Local Council Governance course	Hampshire Association of L	S	144.00	28.80	172.80
34	Contracted Finance Asst	09/05/2024		Lloyds Bank Treasur		Contracted Finance Assistant in	Victoria Moody	X	320.00		320.00
36	IT project services	09/05/2024		Lloyds Bank Treasur		Data Architecture and Scoping	Cloudy Group Ltd	S	97.50	19.50	117.00
44	Staff costs	09/05/2024		Lloyds Bank Treasur		Income Tax & NI contributions	HMRC	E	296.73		296.73
38	Office supplies	09/05/2024		Lloyds Bank Treasur		Fencing and maintenance at Ne	Nicola Beere	S	18.32	3.67	21.99
33	Contract costs	09/05/2024		Lloyds Bank Treasur		Emptying of litter bins	RC Saunders Limited	S	640.00	128.00	768.00
35	Grounds maintenance contract	09/05/2024		Lloyds Bank Treasur		Beach Park Grounds Maintenance	Scofield Landscapes Ltd	S	530.00	106.00	636.00
29	Grounds maintenance contract	09/05/2024		Lloyds Bank Treasur		Grounds maintenance	Scofield Landscapes Ltd	S	296.66	59.33	355.99
30	Grounds maintenance contract	09/05/2024		Lloyds Bank Treasur		Grounds maintenance	Larkstet Ltd	S	2,221.33	444.27	2,665.60
39	PC merchandise	09/05/2024		Lloyds Bank Treasur		PC merchandise: tea towels	Countryside Art Ltd	S	243.84	48.77	292.61
44	Staff costs	09/05/2024		Lloyds Bank Treasur		Income Tax & NI contributions	HMRC	E	6.96		6.96
24	Cleaning	09/05/2024		Lloyds Bank Treasur		Cleaning supplies	Hampshire County Council	S	42.50	8.50	51.00
27	Cleaning	09/05/2024		Lloyds Bank Treasur		Cleaning of pavilions	Gleaming & Cleaning	X	162.00		162.00
26	Maintenance and repair	09/05/2024		Lloyds Bank Treasur		Groceries for Newfound Thurst	Helen Meyer	X	50.00		50.00
27	Cleaning	09/05/2024		Lloyds Bank Treasur		Cleaning of pavilions	Gleaming & Cleaning	X	240.00		240.00
26	Maintenance and repair	09/05/2024		Lloyds Bank Treasur		Groceries for Newfound Thurst	Helen Meyer	X	33.00		33.00

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**Oakley & Deane Parish Council**  
**RECEIPTS LIST**

12 June 2024 (2024 - 2025)

Voucher	Code	Date	Minute	Bank	Receipt No	Description	Supplier	VAT Type	Net	VAT	Total
10	VAT Refund	01/05/2024		Lloyds Bank Treasur		VAT refund	HMRC	R		0.99	0.99
11	Electricity	03/05/2024		Lloyds Bank Treasur		Oakley FC electricity floodlights	Oakley Youth FC	X	87.42		87.42
12	Burial fees	07/05/2024		Lloyds Bank Treasur		Burial fees	Spencer & Peyton Ltd	E	100.00		100.00
13	Burial fees	07/05/2024		Lloyds Bank Treasur		Burial fees	Spencer & Peyton Ltd	E	300.00		300.00
18	Interest	09/05/2024		Lloyds Bank Business		Deposit account interest credit	Lloyds	E	25.83		25.83
14	Burial fees	14/05/2024		Lloyds Bank Treasur		Burial fees	Spencer & Peyton Ltd	E	450.00		450.00
17	Hire fees: sports teams	15/05/2024		Lloyds Bank Treasur		Oakley Bridge Club retainer	Oakley Bridge Club	E	10.00		10.00
16	VAT Refund	15/05/2024		Lloyds Bank Treasur		VAT refund	HMRC	R		4,797.54	4,797.54
<b>Total</b>									<b>973.25</b>	<b>4,798.53</b>	<b>5,771.78</b>

Oakley and Deane Parish Council, 1 Station Road, Church Oakley Hampshire RG23 7EH

Phone: 07983 500 372

Email: [clerk@oakleydeane-pc.gov.uk](mailto:clerk@oakleydeane-pc.gov.uk)

**Oakley & Deane Parish Council**  
**PAYMENTS (AWAITING AUTHORISATION) LIST**

20 June 2024 (2024 - 2025)

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
59	Training costs: staff	21/06/2024		Lloyds Bank Treasun		What You Need to Know traini	Hampshire Association of L	S	98.00	19.60	117.60
60	Membership subscription	21/06/2024		Lloyds Bank Treasun		SLCC joining and membership f	The Society of Local Counc	E	200.00		200.00
70	IT software	21/06/2024		Lloyds Bank Treasun		Scribe Accounts annual subscri	Starboard Systems Ltd t/a	S	660.00	132.00	792.00
63	Audit	21/06/2024		Lloyds Bank Treasun		Internal audit fee	Do The Numbers Ltd	X	750.00		750.00
71	Contracted Finance Asst	21/06/2024		Lloyds Bank Treasun		Contracted Finance Assistant b	Victoria Moody	X	490.00		490.00
74	IT software	21/06/2024		Lloyds Bank Treasun		Email password changing prior	Vision ICT Ltd	S	35.00	7.00	42.00
67	Contract costs	21/06/2024		Lloyds Bank Treasun		Emptying of litter bins	RC Saunders Limited	S	240.00	48.00	288.00
64	Grounds maintenance contract	21/06/2024		Lloyds Bank Treasun		Grounds maintenance	Larkotet Ltd	S	2,641.33	528.27	3,169.60
69	Grounds maintenance contract	21/06/2024		Lloyds Bank Treasun		Grounds maintenance	Scorrell Landscapes Ltd	S	296.66	59.33	355.99
58	Cleaning	21/06/2024		Lloyds Bank Treasun		Cleaning of pavilions	Gleaming & Cleaning	X	120.00		120.00
61	Maintenance and repair	21/06/2024		Lloyds Bank Treasun		Septic tank pressure washing a	KLG Services Ltd	X	230.00		230.00
62	Maintenance and repair	21/06/2024		Lloyds Bank Treasun		Septic tank pressure washing b	KLG Services Ltd	X	230.00		230.00
66	Maintenance and repair	21/06/2024		Lloyds Bank Treasun		Electrical work at both pavilions	Paul Williams Electrician	X	371.99		371.99
58	Cleaning	21/06/2024		Lloyds Bank Treasun		Cleaning of pavilions	Gleaming & Cleaning	X	140.00		140.00
66	Maintenance and repair	21/06/2024		Lloyds Bank Treasun		Electrical work at both pavilions	Paul Williams Electrician	X	371.98		371.98
72	Allotment deposits	21/06/2024		Lloyds Bank Treasun		Allotment deposit	Lisa Hughes	E	150.00		150.00
68	Maintenance and repair	21/06/2024		Lloyds Bank Treasun		Weedkilling and pressure wash	RC Saunders Limited	S	680.00	136.00	816.00
65	Equipment	21/06/2024		Lloyds Bank Treasun		Installation of noticeboard	Oakley Men's Shed	X	90.00		90.00
73	Newfound Thursdays	21/06/2024		Lloyds Bank Treasun		Resources and groceries for Na	Helen Meyer	E	5.83		5.83
73	Sustainability projects	21/06/2024		Lloyds Bank Treasun		Resources and groceries for Na	Helen Meyer	S	38.56	7.72	46.28

**Oakley & Deane Parish Council**  
**PAYMENTS (AWAITING AUTHORISATION) LIST**

Vouche	Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
73	Sustainability projects	21/06/2024		Lloyds Bank Treasun		Resources and groceries for Na	Helen Meyer	E	3.85		3.85
76	Tennis courts	21/06/2024		Lloyds Bank Treasun		Contribution to water used to c	Oakley Lawn Tennis Club	X	20.00		20.00
<b>Total</b>									<b>7,863.20</b>	<b>937.92</b>	<b>8,801.12</b>

**Oakley & Deane Parish Council**  
**Summary of Receipts and Payments**  
All Cost Centres and Codes (Between 01/04/2024 and 31/05/2024)

12 June 2024 (2024 - 2025)

**Allotments**

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
31 Allotment land costs				1,156.00	328.00	828.00	828.00 (71%)
32 Allotment plot rent	1,791.00	33.68	-1,757.32	2,250.00		492.68	492.68 (12%)
33 Allotment deposits	900.00	150.00	-750.00	3,400.00		2,800.00	2,800.00 (81%)
34 Water contribution				518.00		518.00	518.00 (100%)
35 Plot clearance				2,990.00		2,990.00	2,990.00 (100%)
36 Maintenance and repair				500.00	34.39	465.61	465.61 (93%)
37 Equipment							(N/A)
38 Membership subscription				66.00		66.00	66.00 (100%)
<b>SUB TOTAL</b>	<b>2,691.00</b>	<b>183.68</b>	<b>-2,507.32</b>	<b>16,860.00</b>	<b>362.39</b>	<b>16,517.61</b>	<b>8,889.69 (89%)</b>

**Beach Park**

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
62 Tennis courts				800.00		800.00	800.00 (100%)
63 Skate park				3,500.00		3,500.00	3,500.00 (100%)
64 BMX track							(N/A)
65 Play area				1,250.00		1,250.00	1,250.00 (100%)
66 Land costs				1.00		1.00	1.00 (100%)
<b>SUB TOTAL</b>				<b>5,551.00</b>		<b>5,551.00</b>	<b>5,551.00 (100%)</b>

**Burial ground and churchyard**

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
44 Burial fees	6,000.00	1,000.00	-5,000.00	6,000.00		6,000.00	1,000.00 (8%)
45 Maintenance and repair				19,440.00		19,440.00	19,440.00 (100%)
46 Equipment				150.00		150.00	150.00 (100%)
1005 BDBC Closed cemeteries grant				2,186.67		2,186.67	2,186.67 (100%)
<b>SUB TOTAL</b>	<b>6,000.00</b>	<b>1,000.00</b>	<b>-5,000.00</b>	<b>27,776.67</b>		<b>27,776.67</b>	<b>22,776.67 (82%)</b>

**Establishment costs**

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
4 Staff costs				45,000.00	5,445.81	39,554.19	39,554.19 (88%)
5 IT software				6,410.00	114.95	6,295.05	6,295.05 (98%)
6 IT hardware				600.00		600.00	600.00 (100%)
7 Communication costs				2,150.00	304.54	1,845.46	1,845.46 (86%)
8 Postage				50.00		50.00	50.00 (100%)
9 Office supplies				300.00	29.20	270.80	270.80 (90%)
10 Insurance				3,874.00		3,874.00	3,874.00 (100%)
11 Audit				1,500.00		1,500.00	1,500.00 (100%)
12 Training costs: staff				900.00		900.00	900.00 (100%)
13 Rent of office space					60.00	-60.00	-60.00 (N/A)

**Oakley & Deane Parish Council**  
**Summary of Receipts and Payments**  
All Cost Centres and Codes (Between 01/04/2024 and 31/05/2024)

12 June 2024 (2024 - 2025)

67 Rent of storage space			95.26	-95.26	-95.26 (NA)
72 Training costs: councillors	800.00		154.00	646.00	646.00 (80%)
73 Membership subscription	1,450.00	1,201.00	249.00	249.00	249.00 (17%)
997 Contingencies	2,050.00		2,050.00	2,050.00	2,050.00 (100%)
999 Uncollegiated	8,650.00		8,650.00	8,650.00	8,650.00 (100%)
1008 Bank fees	50.00	3.39	46.61	46.61	46.61 (93%)
1010 Loss on Clerk	1,500.00		1,500.00	1,500.00	1,500.00 (100%)
1011 Contracted Finance Asst			750.00	-750.00	-750.00 (NA)
1014 Staff allowances			240.00	-240.00	-240.00 (NA)
1015 IT project services			97.50	-97.50	-97.50 (NA)
1016 PC merchandise			243.84	-243.84	-243.84 (NA)
<b>SUB TOTAL</b>			<b>74,884.00</b>	<b>8,729.49</b>	<b>86,144.51 (98%)</b>

**Grounds maintenance**

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
17 Grounds maintenance contract n				34,468.00	5,755.98	28,742.02	28,742.02 (83%)
43 Planting and landscaping				250.00	250.00	250.00	250.00 (100%)
71 Tree maintenance				2,300.00	2,300.00	2,300.00	2,300.00 (100%)
74 Cricket square				675.00	675.00	675.00	675.00 (100%)
1002 Bench repairs				1,000.00	1,000.00	1,000.00	1,000.00 (100%)
1004 BDBC grass cutting grant				3,208.21	3,208.21	3,208.21	3,208.21 (100%)
1006 BDBC cricket square maintain				5,377.97	5,377.97	5,377.97	5,377.97 (100%)
<b>SUB TOTAL</b>				<b>47,309.18</b>	<b>5,755.98</b>	<b>41,553.20</b>	<b>41,553.20 (88%)</b>

**Highways**

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
57 Equipment				250.00	250.00	250.00	250.00 (100%)
58 Equipment maintenance and rep				90.00	90.00	90.00	90.00 (100%)
<b>SUB TOTAL</b>				<b>340.00</b>	<b>340.00</b>	<b>340.00</b>	<b>340.00 (100%)</b>

**Income**

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	
1 Precept	114,000.00	65,556.00	-48,450.00	131,000.00	131,000.00	82,550.00	82,550.00 (33%)
2 BDBC Grants	10,770.00	28,618.65	17,848.65				17,848.65 (165%)
3 Other grants							(NA)
59 Donations	200.00		-200.00	200.00	200.00	200.00	(0%)
61 S106/CIL		125,730.83	125,730.83	399,811.76	269,811.76	395,542.59	395,542.59 (146%)
68 Hire fees: private hire		40.00	40.00	1,120.00	1,120.00	1,180.00	1,180.00 (103%)
69 Hire fees: sports teams	8,840.00	720.00	-8,120.00	10,300.00	10,300.00	2,180.00	2,180.00 (11%)
1001 Interest	900.00	1,611.89	711.89	7,500.00	7,500.00	8,211.89	8,211.89 (92%)
1003 VAT Refund							(NA)
<b>SUB TOTAL</b>	<b>134,710.00</b>	<b>222,271.37</b>	<b>87,561.37</b>	<b>419,931.76</b>	<b>419,931.76</b>	<b>87,483.13</b>	<b>87,483.13 (91%)</b>

Oakley & Deane Parish Council  
Summary of Receipts and Payments  
All Cost Centres and Codes (Between 01/04/2024 and 31/05/2024)

12 June 2024 (2024 - 2025)

Newfound Sports Ground Incl.

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	↔ Under/over spend
24 Electricity		87.42	87.42	3,000.00	278.54	2,721.46	2,808.88 (93%)
25 Gas				2,300.00	338.88	2,161.12	2,161.12 (96%)
26 Water				300.00	18.18	181.84	181.84 (98%)
27 Cleaning				1,850.00	280.00	1,470.00	1,470.00 (88%)
28 Maintenance and repair				1,470.00	54.25	1,415.75	1,415.75 (96%)
29 Track repairs				1,750.00		1,750.00	1,750.00 (100%)
30 Equipment				360.00	48.31	311.69	311.69 (88%)
SUB TOTAL		87.42	87.42	16,330.00	588.54	3,941.86	10,828.28 (91%)

Peter Houseman Sports Grou

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	↔ Under/over spend
18 Electricity				1,500.00	214.89	1,285.91	1,285.91 (86%)
19 Water				200.00	14.83	185.17	185.17 (92%)
20 Cleaning				1,800.00	204.50	1,595.50	1,595.50 (87%)
21 Maintenance and repair				2,170.00	93.00	2,120.00	2,120.00 (97%)
22 Track repairs				1,000.00		1,000.00	1,000.00 (100%)
23 Equipment				200.00		200.00	200.00 (100%)
75 Land costs				1.00		1.00	1.00 (100%)
SUB TOTAL				6,671.00	482.42	5,187.58	5,187.58 (92%)

Play areas and open spaces

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	↔ Under/over spend
40 Maintenance and repair				1,400.00		1,400.00	1,400.00 (100%)
41 Equipment				8,120.00		8,120.00	8,120.00 (100%)
42 Inspection				270.00		270.00	270.00 (100%)
SUB TOTAL				9,790.00		9,790.00	9,790.00 (100%)

Special events and projects

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	↔ Under/over spend
51 One off events				250.00		250.00	250.00 (100%)
53 Newfound Thursdays				300.00	39.38	489.62	489.62 (92%)
54 Sustainability projects				850.00	9.73	640.27	640.27 (98%)
55 Welcome packs				200.00		200.00	200.00 (100%)
56 Other community engagement				285.00		285.00	285.00 (100%)
60 Annual events				1,125.00	87.23	1,037.77	1,037.77 (92%)
76 Promotion and Commis				100.00		100.00	100.00 (100%)
77 Youth Council				500.00		500.00	500.00 (100%)

Oakley & Deane Parish Council  
Summary of Receipts and Payments

12 June 2024 (2024 - 2025)

All Cost Centres and Codes (Between 01/04/2024 and 31/05/2024)

SUB TOTAL				3,616.98	136.34	3,473.66	3,473.66 (96%)
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Waste management

Code Title	Receipts			Payments			Net Position
	Budgeted	Actual	Variance	Budgeted	Actual	Variance	↔ Under/over spend
14 Staff costs				3,000.00	1,623.88	1,376.12	1,376.12 (46%)
15 Contract costs				3,000.00	1,880.00	1,320.00	1,320.00 (44%)
16 Equipment & software				600.00		600.00	600.00 (100%)
70 Bins							(N/A)
1007 SCBC litter grant	16,375.00		-16,375.00	17,950.00		17,950.00	1,575.00 (4%)
1009 Garage clearance							(N/A)
1012 Relocation					180.00	-180.00	-180.00 (N/A)
1013 Maintenance & repairs					480.00	-480.00	-480.00 (N/A)
SUB TOTAL	16,375.00		-16,375.00	24,550.00	3,963.88	28,586.12	4,211.12 (19%)

Summary

NET TOTAL	169,776.00	223,542.47	63,766.47	642,223.91	20,439.24	621,782.77	685,559.24 (95%)
V.A.T.		4,706.53			1,879.44		
GROSS TOTAL		228,249.00			22,308.68		

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