



## MINUTES OF THE PARISH COUNCIL MEETING

Tuesday 24 OCTOBER 2023, 7.30pm Village Hall

Present: Parish Councillors, Simon Richards (Chairman), James Ashmore, Ian Bowman, Rick Scholes; Clerk Susan Turner.

Guests, Ward Councillor Anne Crampton, County Councillor Tim Davies; Clive England for Dukes Meadow Residents' Association

2023.

44

### WELCOME & APOLOGIES

Apologies received from Dianne Kirk, Brenda Hunt.

45

### PUBLIC SESSION

The Chairman welcomed all and thanked Clive England for attending to update the Parish Council on behalf of Dukes Meadow Residents' Association.

- i Dukes Meadow is a nice development, has a good mixture of community, and generally good relationships with the Residents' Association. Home Group look after the social housing of eight to 10 houses, half shared ownership; one block all apartments. Everyone wants the social housing residents to feel included within the community.  
The Residents' Association produces a Newsletter three times a year. A record of this Parish Council meeting will go into the next newsletter. Any insight Councillors can give or awareness can raise regarding community support will be much appreciated.  
The Chairman noted that the Parish Council had very few powers but our Councillors are all very supportive and will try to help when possible to do so. District Councillor Anne Crampton has good contact with Hart community officers.
- ii An ongoing issue is the danger posed by traffic on the Odiham Road. North of Dukes Meadow is in Riseley in Berkshire; no apparent intent from Wokingham to take action. About half a mile of road is straight; cars and motor bikes come at 70mph; danger if pulling out. Would like the council to consider some speed bumps in the section of road approaching Hart; ideally a speed bump before the Riseley village hall would slow approaching traffic.  
County Cllr Tim Davies noted that he regularly raises local traffic issues with Hampshire County Council and with the portfolio holder but very difficult to get action taken.
- iii Miscellaneous question – why do all the road name signs in Dukes Meadow say Hart District Council when it is a private estate? [Presumably because Hart still supply the road signs, whether or not the roads go on to be County adopted.]
- iv Question raised regarding management of the public footpath 501 which now goes across Dukes Meadow land. The management committee have landowner responsibility for the public right of way; their contractor may well have been working on the path.

*The Parish Council thanked Clive for representing Dukes Meadow and engaging with the Parish Council. He took leave of the meeting.*

46

**MINUTES OF PREVIOUS MEETING** of 22 August, agreed and signed.

47

**DECLARATIONS OF INTEREST** in items on the Agenda, none.

48

### DUKES MEADOW

- .1 **Footpath 501** the Devils Highway path now running northern edge Dukes Meadow.  
A question received from a local residents re the land ownership of and responsibility for the public footpath 501. As confirmed by the Residents Association the footpath is now on land owned by Dukes Meadow. Various groups (including Parish Councils) have some powers in relation to public rights of way. Responsibilities for the public footpath are shared between the landowner and HCC Countryside Services.
- .2 **Update** from Dianne Kirk, 19 October.
  - i Drifting As the weather has turned wetter, the racers return. Dukes Meadow resident continues to report them and calls the police.
  - ii Neighbourhood Watch There is discussion regarding a NW group being set up. The Residents' Association is in touch with Sgt Lee Bishop and PC Adam Foxwell from Yateley Police Station.

For signature (p1 of 4) .....

**49 PLANNING****.1 Parish Planning Applications** Planning update **APPENDIX I**

- i New applications since last meeting – no issues raised.
  - ii Applications of note – ‘Land to east and west Dukes Field Cottage’ still pending.  
23/01070/FUL Land To The East Of Dukes Field Cottage, one 3 bedroom and one 4 bedroom dwelling;  
23/01069/FUL Land To The West Of Dukes Field Cottage, one 4 bedroom dwelling.
  - iii Appeal allowed  
 Appeal ref 3319605 Hart 23/00023/REF – Nuthatch, Church Lane. Change of use of amenity land to garden and erection of a 1.85m fence. (Retrospective)
- .2 TPO request Land at Chamberlains Meadow** Hart Tree officer scheduled a site visit Thursday 18 October to view the site / trees / woodland block; awaiting response re intended course of action.’

**50 HECKFIELD’S MILESTONES**

**Kiln Farm milestone** Report received from resident that the milestone in the B3349 verge by Kiln Farm has been broken, possibly hit by a flail cutter (first noted 12 September 2023). **APPENDIX II.**

Information forwarded from the Milestone Society [www.milestonesociety.co.uk/](http://www.milestonesociety.co.uk/)

‘Unlike the A33, the listings on your turnpike are haphazard viz...

‘The Mattingley Green milestone by the War Memorial Bus Shelter  
 HA\_REOD10 is listed.

‘The following Heckfield milestones are not:

- HA\_REOD07 is not (between the roundabouts of the B3349 in Heckfield))
- HA\_REOD08 is not (Heckfield Village turn)(this stone was moved from the old roadway to the new 1960s Heckfield 'bypass' in ?1980s)
- HA\_REOD09 is not (Kiln Farm).’

AGREED To request all the Heckfield milestones be listed. Clerk to contact Historic England  
 Further information from County Cllr Tim Davies at **APPENDIX II.I**

**51 VILLAGE HALL AND COTTAGES****.1 Cottage update**

ACTION SR to arrange working party to clear the garden of discarded ‘junk’. Clerk to arrange for PGGM (Parish Lengthman) to make site visit re clearing the vegetation.

FUTURE ACTIONS: Once tenants in place; to arrange (with good notice) full structural survey of second cottage.

**.2 Village Hall**

- i HCC’s Parish & Town Council investment fund

[www.hants.gov.uk/community/grants/grants-list/parish-town-council-investment-fund](http://www.hants.gov.uk/community/grants/grants-list/parish-town-council-investment-fund)

Phase I of Project – Energy Efficiency Audit – grant funding received; Village Hall Committee provided floor plans and 12-months consumption data to auditing company as requested. Audit undertaken by Focus Green, 11 October 2023; awaiting report, expected 17 November.

The consumption data shows 75% of income spent on heating.

**52 FINANCE & GOVERNANCE**

- .1 Audit 2022/23** External audit completed **APPENDIX III.** Notice of Conclusion of Audit published 26 September 2023.

**.2 Grant funding**

- i HCC’s Parish and Town Council investment fund see 51.2 above (and Finance below); grant funding received for Energy Efficiency Audit of £1,495.
- ii County Councillor devolved budget; grant funding received for £1K towards bin purchase and installation.

For signature (p2 of 4) .....

**.3 Accounts to date APPENDIX IV**Payments since last meeting

|    |                                       |           |
|----|---------------------------------------|-----------|
| 13 | WVPS – Subscription 2022/23           | £50.00    |
| 14 | Clerk – Salary August                 | £300.00   |
| 15 | Larkstel – Bin-supply-install-1xempty | £1,368.00 |
| 16 | Clerk – Salary September              | £120.00   |
| 17 | HMRC – PAYE July-Aug-Sept             | £180.00   |
| 18 | Focus Green – VH Energy audit         | £1,794.00 |
| 19 | Hugo Fox – Website hosting            | £122.28   |
| 20 | BDO-LLP – External audit              | £252.00   |
| 21 | Poppy Appeal – Wreath                 | £25.00    |

Income of note since last meeting

|                                 |           |
|---------------------------------|-----------|
| HCC (County Cllr) – Grant (bin) | £1,000.00 |
| HCC PTCI fund – Energy audit    | £1,495.00 |

Bank reconciliation at 14 October = £5,185.61**.4 Budget update – expenditure APPENDIX V**

- Removed £500 for camera from budget
- Additional £120 for website hosting unbudgeted.
- Additional £245 for traffic survey unbudgeted.
- Village Hall (Cottage) No further renovation costs: Village Hall committee are funding remaining work and furnishings.

**.5 Precept – To consider Precept request for 2024/25.**

NOTED

- Hart have brought parts – at least this part – of their Finance in house.
- Precept for current year (2023/24) kept the same as 2022/23 at £16K.
- Current year's precept per household (based on 2023/24 provisional tax base of 259.48) = £61.66 per band D household (a reduction per household on 2022/23).
- Provisionally agreed the Precept request stays the same for next year @£16K.
- Precept forms and provisional tax base due to be sent out by Hart 03 November.
- Precept request advised by Hart to be submitted by 12 January.

ACTION

December meeting to confirm and complete Precept forms.

**.6 Metro bank**

NOTED

- Metro bank reported as needing to raise cash to shore up its finances; then arriving at a 'multi-million pound rescue deal with investors'.
- Financial Services Compensation Scheme covers up to £85,000 per eligible person, per bank, building society or credit union.
- Confirmed also covers charities and smaller businesses.

AGREED

No action required at present.

**53 HIGHWAYS AND MAINTENANCE****.1 Parish Lengthsman**Recent task – Footway to New Inn. Cut back undergrowth and encroaching hedges 24 October (today).Pending – Investigate drainage issues causing flooding in front of the Village Hall.

- Cut back hedge along Church Lane approaching the Village Hall.
- Church Lane South – winter cut back.

**54 HIGHWAYS AND TRAFFIC**

AGREED

Traffic count / speed survey for B3349. Automatic survey to be undertaken by HCC.

**55 FURTHER REPORTS / UPDATES****.1 Litter bin** Location – B3349 layby by cemetery and public right of way FP 4.

Bin installed by Larkstel 15 September; emptied Thurs 28 September; reported no problem with weight. To continue to be emptied fortnightly.

TO RECORD

THANKS to Tim Davies for contributing £1K grant funding from County Councillor devolved budget towards purchase and installation.

NOTED

The bin can't be seen from the road / layby. Suggestion to cut back the hedge to make more visible.

For signature (p3 of 4) .....

**.2 Remembrance and wreath** Wreath ordered, to be delivered to 30 October.

**.3 Hart Climate Emergency Engagement Group** First group meeting Tuesday 26 September. Clerk attended, Hart notes from meeting circulated.

Loan of thermal imaging camera for this winter – can request from Hart. Option for use by Parish Councillors on behalf of residents, or can offer to individual households.

ACTION Clerk to request loan of camera for December or February.

**.4 Access to Village Green** Initial discussions taking place with new Estate manager.

**.5 Police**

PACT meetings No information re further meetings; or on this year's Barn Meet.

Yateley police station Tim Davies confirmed that Yateley police station will be reopening a front desk to the public, likely late 2024.

'The Police and Crime Commissioner for Hants & Isle of Wight, Donna Jones, has announced a plan to open 10 more police stations and front counters over the next 18 months, with the aim of increasing police visibility and making them more accessible to the public. The number of police front counters will increase from 13 to 23, with new front counters in Cowes, Portsmouth Central, Park Gate, Petersfield, Totton, Ryde, Yateley, Eastleigh, Cosham and Gosport.'

NOTED Regular updates on Hants Police Facebook page.

**.6 Localised flooding**

Discussion

- Flooding at the end of Church Lane, where it meets the Church Lane South path. A natural low point, James Ashmore regularly clears. Solution?
- Flooding in School Lane. Potential for this to have been from the fire hydrant.

**56 NEXT MEETING**

Tuesday 12 December, 7.30pm Village Hall meeting room.

*Meeting closed at 9.25pm with thanks to all*

For signature (p4 of 4) ..... Date .....

**APPENDIX I PLANNING UPDATE – HECKFIELD – 22 OCTOBER 2023****APPLICATIONS, NEW SINCE LAST MEETING** 21 August

23/02184/HOU (Validated 09 Oct 2023) 1 St Legers Way. A single storey side extension and conversion of garage into habitable accommodation to include the replacement of the garage door with a window.

23/01913/LDC (Validated 25 Aug 2023) Burlington, Bramshill Road. Certificate of Lawful Development for the existing use of the land as equestrian.

23/01908/LBC (Validated 24 Aug 2023) Ivy Cottage Hound Green. Repairs to west gable frame and wall )

**APPLICATIONS PENDING, RECENTLY DECIDED**

23/01787/CON (Condition discharged 05 Oct, Validated 11 Aug 2023) Land Lying To The North Of Vicarage Lane, Hound Green. Discharge of Condition 7 (Details of foundations and supporting structures) pursuant to planning permission (ref: 21/02749/FUL) - Construction of a temporary 17.87 MW Solar Farm, to include the installation of Solar Panels with LV switch/transformer, customer switchgear/ T Boot enclosure, a DNO substation enclosure, security fencing, landscaping, associated infrastructure

23/01725/OHL (Approve 14 Sept, Validated 04 Aug 2023) School Farm, Laundry Lane. Upgrade approximately 120m of overhead electricity network from single phase to 3 phase by installing an additional cable to the existing two wires

23/01664/PREAPP (Opinion issued 18 Sept, Validated 02 Aug 2023) Land Off Reading Road and Church Lane. Installation of container home. Officer response negative.

23/01640/NMMA (Grant 01 Oct, Validated 31 Jul 2023) Heckfield Place. Amendment to materials, flues, chimneys, vents and louvres as well as for the addition of some safety/maintenance features on the roof and the creation of an outside laundry area, pursuant to 11/01757/FUL erection of building to provide fitness suite including swimming pool, including conversion of former gardeners' bothy.

23/01595/HOU (Grant 28 Sept, Validated 03 Aug 2023) 4 Chamberlains Meadow. Remove lounge window and replace with an access door and side window; provide wheelchair access into lounge via a step lift.

23/01070/FUL (Validated 14 Jun 2023) Land To The East Of Dukes Field Cottage, Norton Road, Riseley. Erection of one 3 bedroom and one 4 bedroom dwelling with associated access, parking and landscaping. Response submitted 06 July. Revised Ecological Impact assessment and 'biodiversity compensation proposals' – new consultation to 27 Oct.

23/01069/FUL (Validated 14 Jun 2023) Land To The West Of Dukes Field Cottage, Norton Road, Riseley. Erection of one 4 bedroom dwelling with associated access, parking and landscaping. Response submitted 06 July. Revised Ecological Impact assessment and 'biodiversity compensation proposals' – new consultation to 27 Oct.

23/01136/PREAPP (Opinion issued 18 Sept, Validated 19 May 2023) Heckfield Heath House, The Causeway. Demolish the existing detached dwellinghouse, and construct a replacement detached dwelling. Officer response mixed – principle of replacement dwelling ok in theory; heritage value of existing building needs to be assessed for before approval to demolish.

23/01008/LBC (Pending 02 May 2023) The School House, Odiham Road. Reinstate the integrity of the roof by replacing frost damaged, failed and end-of-life historic clay peg tiles with matching reclaimed tiles.

23/00109/FUL (Pending, 29 Mar 2023) Cherry Tree Farm, Chandlers Green. Change of use of a portion of the land and buildings at Cherry Tree Farm from agricultural to equestrian use, together with construction of tack room, covered horse walker, manege, soil and grass bund and fencing around manege, open/machinery barn and car parking.

23/00073/FUL and 23/00074/LBC (Pending 16 Mar 2023) Coldpiece Farm. Change of use of agricultural barn to residential use ancillary to Coldpiece Farm dwelling with associated internal & external alterations

**APPEALS**

**APPEAL ALLOWED 15 OCT** APP/N1730/W/23/3319605 Hart 23/00023/REF – Nuthatch, Church Lane Heckfield. Change of use of amenity land to garden and erection of a 1.85m fence. (Retrospective)

**APPEAL IN PROGRESS** APP/N1730/Y/23/3316559 23/00015/REF (22/02506/LBC) Highfield Lodge, Church Lane. Insertion of photo-voltaic panels following the demolition of six buildings, including the existing dwelling, two barns and three stables.

**APPEAL IN PROGRESS** APP/N1730/W/23/3321999 Hart 23/00037/VARCON Heckfield Barn Basingstoke Road. Variation of Condition 2 (Materials), Condition 4 (Hard and Soft Landscaping), Condition 8 (Vehicle Parking), Condition 11 (Energy Performance) and Condition 13 (List of Approved Drawings) attached to planning permission 08/00084/FUL (appeal reference APP/N1730/A/08/2076453) dated 02/12/2008, as amended by non-material minor amendment (ref: 22/02406/NMMA). The amendments proposed are: - Increase to height of the building by 1.5m - Two storey side addition to the rear projection of the building - Introduction of front roof extension and two dormers to rear projection - Alterations to openings to front elevation of building, rear elevation of rear projection and introduction of 4 windows and two doorways (fire exits) - Installation of three roof lights - 332 sqm of floorspace at 1st floor for ancillary spaces to car showroom

**MATTINGLEY - THE MUTTON**

23/01021/PREAPP (Pending, Validated 11 May 2023) The Mutton at Hazeley Heath. Erection of new building to provide eight units of guest accommodation.

## APPENDIX II

Session timeout Six O'Clock News - Messenger Google

https://www.geograph.org.uk/photo/7205172

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photograph every grid square!

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Ordnance Survey

**SU7259 : Old Milestone with Benchmark by the B3349 just north of Kiln Farm, 2022**

**Hound Green**

taken 1 year ago, near to Hound Green, Hampshire, England



## APPENDIX II.I

### ON MILESTONES

*From County Cllr Tim Davies*

'The best source for milestones in Hart is a recent publication entitled *The Historic Coach Road through Hart*. This was published in 2021 and is written by Nicholas Maslin. I know nothing of Mr Maslin but I think, judging by the text that he is a keen local historian living in Hook. He is quite knowledgeable about his topic but unfortunately only discusses in detail those along the A30.

On page 73 however he gives photographs of the A30 style of milestone, originally erected by turnpike trust for the London-Exeter road, and one on the Odiham-Reading road; these were different turnpike trusts and the designs are quite distinct the damaged one in Heckfield is very obviously one erected by the latter trust.

Maslin states that most of the A30 milestones are protected and are Grade II listed. He also states that according to English Heritage they date from 1826 and therefore, he suggests, are replacements for much earlier milestones. He notes that milestones were compulsory for all turnpike roads from 1773 onwards.

I searched around for further information and confirm that the authority who establish listing status is Historic England.

Some of the milestones along the Hook to Riseley Road would appear to be already listed (Grade II) so, for example the milestone at SU... (listed as building 1243658). The next listed milestone heading North is across the county boundary and is, again listed Grade II as building 1118097. (Thereafter the milestones in Berkshire seem to all be Grade II listed), going South the next listed milestone is at SU727552 (listed as 1092230) on the outskirts of Hook although I notice that two other milestones are shown on the map between 12443658 and 1092230 but neither appear to be listed.

Maslin also points out that the 1822 General Turnpike Road Act specified that the trust: '... shall also cause stones to put up marking the boundaries of parishes where such boundaries shall cross any turnpike road'. I would have thought that therefore there will have been such a boundary stone where the B3349 crosses the county line, although whether that has survived the intervening two centuries is, of course, very debateable. For further information I can point you to the Historic England website...'

For further info...

<https://www.english-heritage.org.uk/about-us/our-history/looking-for-historic-england/>

'If you are looking for information on listing, planning, grants or heritage research and advice, please visit [Historic England](https://www.historicengland.org.uk/).

'English Heritage separated into two organisations in April 2015; the English Heritage charity which cares for the National Heritage Collection of more than 400 historic places and their collections and Historic England, the public body that looks after England's historic environment and helps people understand, value and care for historic places.'

## APPENDIX III

### Section 3 – External Auditor’s Report and Certificate 2022/23

In respect of

EN Heckfield Parish Council TY

#### 1 Respective responsibilities of the auditor and the authority

Our responsibility as auditors to complete a **limited assurance review** is set out by the National Audit Office (NAO). A limited assurance review is **not a full statutory audit**, it does not constitute an audit carried out in accordance with International Standards on Auditing (UK & Ireland) and hence it **does not** provide the same level of assurance that such an audit would. The UK Government has determined that a lower level of assurance than that provided by a full statutory audit is appropriate for those local public bodies with the lowest levels of spending.

Under a limited assurance review, the auditor is responsible for reviewing Sections 1 and 2 of the Annual Governance and Accountability Return in accordance with NAO Auditor Guidance Note 02 (AGN 02) as issued by the NAO on behalf of the Comptroller and Auditor General. AGN 02 is available from the NAO website – <https://www.nao.org.uk/code-audit-practice/guidance-and-information-for-auditors/>.

This authority is responsible for ensuring that its financial management is adequate and effective and that it has a sound system of internal control. The authority prepares an Annual Governance and Accountability Return in accordance with *Proper Practices* which:

- summarises the accounting records for the year ended 31 March 2023; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

#### 2 External auditor’s limited assurance opinion 2022/23

Except for the matters reported below on the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return, in our opinion the information in Sections 1 and 2 of the Annual Governance and Accountability Return is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.

Other matters not affecting our opinion which we draw to the attention of the authority:

In the prior year, the smaller authority was exempt from review, therefore we have not reviewed any evidence to support the prior year comparatives on the AGAR.

#### 3 External auditor certificate 2022/23

We certify that we have completed our review of Sections 1 and 2 of the Annual Governance and Accountability Return, and discharged our responsibilities under the Local Audit and Accountability Act 2014, for the year ended 31 March 2023.

External Auditor Name

BDO LLP Southampton EXTERNAL AUDITOR

External Auditor Signature

DocuSigned by:

**BDO LLP**

F88E8F3322FA4B1

SIGNATURE REQUIRED

Date

23 September 2023



**APPENDIX V - BUDGET - LATEST ESTIMATE**

| HPC TO DATE, LATEST ESTIMATE & BUDGET |                   | 2023/24<br>TO DATE<br>24 OCT | 2023/24<br>LATEST<br>ESTIMATE | 2024/25<br>budget<br>FIRST<br>DRAFT |
|---------------------------------------|-------------------|------------------------------|-------------------------------|-------------------------------------|
| Item                                  | 22/23<br>Year End |                              |                               |                                     |
| <b>INCOME</b>                         |                   |                              |                               |                                     |
| Precept                               | £16,000.00        | £16,000.00                   | £16,000.00                    | £16,000.00                          |
|                                       |                   |                              |                               |                                     |
| Grant funding                         | £1,000.00         | £1,000.00                    | £1,000.00                     | £1,000.00                           |
| Returned funds-VH                     | £9,850.00         |                              |                               |                                     |
| VillageHall-PTCI-grant                |                   | £1,495.00                    | £1,495.00                     | £25,000.00                          |
| Bank interest                         | £44.14            | £44.45                       | £60.00                        | £80.00                              |
| VAT reclaim                           | £1,848.80         | £2,031.74                    | £3,505.63                     |                                     |
| <b>Total Income</b>                   | <b>£28,742.94</b> | <b>£20,571.19</b>            | <b>£22,060.63</b>             | <b>£42,080.00</b>                   |
| <b>EXPENDITURE</b>                    |                   |                              |                               |                                     |
| Training                              |                   |                              | £300.00                       | £300.00                             |
| Expenses                              |                   |                              | £500.00                       | £500.00                             |
| Salary                                | £2,700.00         | £1,800.00                    | £3,600.00                     | £3,600.00                           |
| Finance/Governance                    | £600.97           | £958.26                      | £958.26                       | £1,000.00                           |
| Community                             | £103.00           | £75.00                       | £500.00                       | £500.00                             |
| Churchyard                            | £325.00           |                              |                               |                                     |
| Cameras                               |                   |                              |                               |                                     |
| Village-access/upkeep                 | £435.00           | £1,140.00                    | £1,500.00                     | £2,000.00                           |
| Devil's Highway                       |                   |                              |                               |                                     |
| Village Gateways                      |                   |                              |                               |                                     |
| VH - maintenance                      | £114.42           |                              |                               |                                     |
| VH-Energy-efficiency                  |                   | £1,495.00                    | £1,495.00                     | £25,000.00                          |
| VH - COTTAGE-1                        | £37,017.27        | £17,690.15                   | £17,690.15                    |                                     |
| VH - COTTAGE-2                        |                   |                              |                               | £8,000.00                           |
| VAT                                   | £2,031.74         | £1,473.89                    | £1,473.89                     |                                     |
|                                       |                   |                              |                               |                                     |
| <b>Total Expenditure</b>              | <b>£43,327.40</b> | <b>£24,632.30</b>            | <b>£27,717.30</b>             | <b>£40,600.00</b>                   |
|                                       |                   |                              |                               |                                     |
| <b>SURPLUS/DEFECIT</b>                | <b>£14,584.46</b> | <b>£4,061.11</b>             | <b>£5,656.67</b>              | <b>£1,480.00</b>                    |
|                                       |                   |                              |                               |                                     |
| <b>BALANCE</b>                        | <b>£9,246.72</b>  | <b>£5,185.61</b>             | <b>£3,590.05</b>              | <b>£5,070.05</b>                    |