



*Longwick-cum-Ilmer  
Parish Council*

## **LONGWICK PARISH COUNCIL**

**To: Cllr McPherson (Chairman), Cllr Richards (Vice Chairman), Cllr Rogers,  
Cllr van Apeldoorn, Cllr Myers and Cllr Barter**

**You are hereby summoned to a meeting of the Parish Council taking place at Longwick Village Hall  
on Tuesday 18<sup>th</sup> October 2022 at 7.30pm.**

### **AGENDA**

Public Forum – The first ten minutes are available for the public to express their view or ask questions on matters on the following agenda. The formal meeting will commence at the end of the public forum or at 7.45pm, whichever is earlier.

76. Welcome and Apologies for Absence
77. To Receive any Declarations of Interest
78. Acceptance of Minutes of the Parish Council Meeting held on the Tuesday 27<sup>th</sup> September 2022
79. Update from Buckinghamshire Councillors
80. To receive Matters arising not otherwise on the Agenda for Information Only
81. Planning Applications. To consider new applications and receive notice of planning applications approved and refused.
82. To note accounts for payment in accordance with the budget
83. To consider grant application from Longwick Evening WI for a Carol Concert
84. To consider Arrangements for the Remembrance Day event
85. Community Benches - NW Chiltern Community Resilience Group
86. To note external auditors report and confirm the Notice of Completion of Audit has been published
87. To consider option to opt out of the SAAA central external auditor appointment arrangements
88. To consider appointment of Internal Auditor
89. Pursuant to Section 1 (2) of the Public Bodies (Admission to Meetings) Act 1960, a resolution is required to exclude the public and press to protect the confidential nature of the business to be transacted during consideration of items 90 and 91 on the agenda.
90. To consider increasing the Clerk's weekly hours
91. To consider allocating a budget for legal costs
92. Public Bodies (Admission to Meetings) Act 1960: To resolve that the public and press be re-admitted to the meeting.
93. To note annual RoSPA report and approve quotes for works
94. To review quote for cutting down tree near the stream including removing of roots
95. To note quarter two accounts
96. To discuss and decide on any responses to correspondence received and/or issued by the Parish Council

97. To provide an update on parish traffic plans
98. To receive Reports from Councillors on meetings that they have participated in on behalf of the Parish Council
99. To consider agenda items for the next meeting
100. To confirm the date of the next Parish Council Meeting: Tuesday 15<sup>th</sup> November 2022 at Longwick Village Hall starting at 7.30pm



**Tracey Martin**  
**Clerk, Longwick Parish Council**  
[clerk@longwickcumilmer.org.uk](mailto:clerk@longwickcumilmer.org.uk)

**12<sup>th</sup> October 2022**

## MINUTES FOR APPROVAL



*Longwick-cum-Ilmer  
Parish Council*

### **LONGWICK-CUM-ILMER PARISH COUNCIL MINUTES OF THE PARISH COUNCIL MEETING HELD ON TUESDAY 27<sup>th</sup> SEPTEMBER 2022 AT 7.30PM AT LONGWICK VILLAGE HALL**

#### **PRESENT**

Cllr Val McPherson BEM (Chair)  
Cllrs Brian Richards (Vice), Rolf van Apeldoorn, Alex Barter, Jane Rogers and Tracey Martin (Clerk)  
Buckinghamshire Councillors: Matt Walsh,  
Volunteer supporting the Parish Council with the Transport Vision  
54 Members of the Public

#### Public Participation:

Cllr McPherson welcomed all to the meeting where an hour had been allocated for residents to ask any questions and raise any concerns. Cllr McPherson introduced the volunteer assisting the Parish Council and Matt Walsh the Buckinghamshire Councillor. Cllr McPherson ran through the history of the Transport Consultation and Neighbourhood plan where in each of these the same concerns arose which was speeding.

The President of the WI read out a statement on behalf of the WI on the first phase proposals for the Transport Plan. The concerns included that the Parish Council had not given feedback to residents following the questionnaires from the transport consultants, and also the amount of money to be spent in Stockwell Lane.

Cllr Richards reminded residents that Councillors are appointed to represent the whole community and that they have a duty to represent the whole electorate. The £34k which has been allocated so far for Longwick is only for the 1<sup>st</sup> phase proposal and these projects have all been identified through the Neighbourhood Plan and the questionnaires. The Ilmer works have evolved more recently due to increases in traffic for a number of reasons.

A representative for Logs read out a statement on behalf of the group. Having viewed the proposal they believe that there are things that need doing more urgently and that there is a disproportionate in the spending with the vast amount of traffic coming through Longwick and highlighted areas of concern.

A resident raised concerns on speeding in Bar Lane and the increased traffic with concerns for walkers and horse riders. Cllr McPherson informed the meeting of the traffic calming measures for Bar Lane which will be implemented between the 8<sup>th</sup> to 11<sup>th</sup> November 2022. These works include give way signage, 30mph signs and road markings including dragon's teeth. The costs of this project is in the region of £14k with the Parish Council funding £7k and the Community Boards match funding along with paying for the road closure which is an addition £1800.

Discussions were had on speed cameras, Cllr McPherson responded that following information from Thames Valley Police they would only be installed based on data which would include fatal and serious injuries and come with an estimated cost of £120k. The speed van has been in the Parish 13 times since the start of the year.

The volunteer who has extensive experience in this area and has been supporting the Parish Council addressed the meeting and stated that the views made by residents have been considered but that the ultimate decision makers are Buckinghamshire Council as to what happens on the roads. The Parish Council prepared a case to engage with Buckinghamshire Council on the 1<sup>st</sup> phase proposals and in his opinion, what is proposed is the biggest return on investment and that over time the rest of the transport vision will be delivered. The proposal was put together but looking at where the greatest needs are by looking at statics which included where crashes have happened, opinions of residents, where children get collected to and from school, location of riding stables and other factors.

A resident asked how much a speed reduction would cost. The volunteer responded that before a speed reduction can be explored a traffic survey will need to be implemented.

Further concerns were raised about the plans and other sites identified by residents which included Wickfields and the junction by Wellington House.

Due to restrictions on time Cllr McPherson told residents they were unable to take further questions or concerns on the above matter at this meeting.

The Trustee of the Memorial Gardens stated that Buckinghamshire Council enforcement team had visited the site and found no breach and the case had been closed. The Trustee read out the minutes of 19<sup>th</sup> July 2022 and stated that they were not accurate as highways did not object.

The Public Participation time of the meeting closed at 8.36pm and all members of the public apart from one left the meeting. Buckinghamshire Councillor Matt Wash and the volunteer supporting the Parish Council with the Transport vision remained at the meeting.

The official Parish Council meeting started at 8.44pm.

28. **WELCOME AND APOLOGIES FOR ABSENCE:** Cllr McPherson welcomed all to the meeting. Apologies were received and accepted from Cllr Myers. Buckinghamshire Councillors Alan Turner and Gary Hall also sent apologies.
29. **DECLARATIONS OF INTEREST:** Cllr Rogers declared an interest in planning application 22/07295/FUL the response to which will be discussed at the next Parish Council meeting.
30. **APPROVAL OF MINUTES OF THE PARISH COUNCIL MEETING HELD 19<sup>th</sup> JULY 2022:**  
Approved by all Councillors. Member of the public left the meeting.
31. **TO CONSIDER AND WHERE APPROPRIATE APPROVE THE 1<sup>ST</sup> PHASE PROJECTS ON PROPOSED LOCAL SPEED LIMIT CHANGES:**
  - a. Discussions where had a vote was taken on the 1<sup>st</sup> phase projects. Cllrs voted 4 in favour and 1 against so the proposals were approved.
32. **UPDATE FROM BUCKINGHAMSHIRE COUNCILLORS:**
  - a. Cllr Walsh thanked Councillors and the volunteer supporting the Parish Council on the work on the Transport Vision.
  - b. The Household Waste Recycling Centre in Bledlow Ridge will be reopening in November 2022
  - c. Works on the Risborough Relief Road Phase 1 plan will be underway in 2024.
  - d. Discussions were had on missed bins in the Parish. These should be reported directly to Cllr Walsh who will follow up with the waste team.
  - e. An update was requested on the caravans in Askett and the rubbish. Cllr Walsh responded that this is all being dealt with as part of the eviction and reclamation process.
33. **TO RECEIVE MATTERS ARISING NOT OTHERWISE ON THE AGENDA:** None
34. **TO NOTE PAYMENTS AND PLANNING RESPONSES MADE UNDER DELEGATED AUTHORITY:**  
The following payments were made under delegated authority:

**September Payments**

PAYEE	NET	VAT	Gross	Description
Tracey Martin	£510.52		£510.52	Clerk Salary
Tracey Martin	£49.44	£3.90	£53.34	H/A & condolence books etc
CashPlus	£6.00		£6.00	Reinstate Balance
HMRC	£26.60		£26.60	PAYE
Oxfordshire Garden Contractors	£220.00		£220.00	Strim vegetation around stream
Shield Maintenance	£143.00	£28.60	£171.60	Bin Emptying
BMKALC	£35.00		£35.00	ROW Training - Cllr Wilkes
Direct Debits and Standing Orders:				
EDF Energy	£20.00		£20.00	Electricity monthly payment
Nest	£29.72		£29.72	Pension Contribution
GiffGaff	£5.00	£1.00	£6.00	Monthly Top Up - Cashplus account

## August Payments

Tracey Martin	£510.52		£510.52	Clerk Salary
Tracey Martin	£20.00		£20.00	Home allowance
HMRC	£26.60		£26.60	PAYE
PRTC	£282.49	£56.50	£338.99	Devolved Services Cutting 22/07/22
Shield Maintenance	£143.00	£28.60	£171.60	Bin Emptying
PRTC	£1,003.00	£200.60	£1,203.60	Playing field grass cutting
PKF Littlejohn	£400.00	£80.00	£480.00	Audit 21-22
Kompan	£125.00	£25.00	£150.00	Replacement caps gym equipment
PRTC	£239.03	£47.81	£286.84	Cleaning and Painting Village Gates
CashPlus	£6.00		£6.00	Reinstate Balance

### Direct Debits and Standing Orders:

EDF Energy	£20.00		£20.00	Electricity monthly payment
Nest	£29.72		£29.72	Pension Contribution
GiffGaff	£5.00	£1.00	£6.00	Monthly Top Up - Cashplus account

### Planning application responses made under delegated authority:

22/06940/VCDN - Hazeldene Lodge Thame Road Longwick: No comment to make on this application

22/07256/CTREE - The Old Vicarage Ilmer Lane Ilmer: Longwick cum Ilmer Parish Council will be guided by the decision of the Arboriculture officer.

21/08785/VCDN - Land to South of Rose Farm Thame Road: Observations made.

22/07189/ADRC - Bumpers Farm Ilmer Lane Ilmer: Notification only no comment required.

22/06880/ADRC - Old Berkeley House (Shoulder of Mutton) Owlswick: Notification only no comment required.

22/07230/ADRC - Land to The South of Rose Farm Thame Road: Notification only no comment required.

### 35. TO CONFIRM PLAYGROUND CHECK RESPONSIBILITY GOING FORWARD:

a. Following discussions Cllr van Apeldoorn was appointed to carry out the playground checks.

### 36. TO DISCUSS AND DECIDE ON ANY RESPONSES TO CORRESPONDENCE RECEIVED AND / OR ISSUED BY THE PARISH COUNCIL

The Clerk had received the following correspondence:

- Request to have dogs kept on lead at the playing field. Councillors discussed and felt that if it was introduced it would be hard to enforce however, possibly would consider should the situation continue. A reminder to keep dogs under control will be put in the newsletter and a post on Facebook.
- Loud music being played at the MUGA: The Clerk has requested a quote for signage requesting noise be kept to a minimum.
- Bus services for Wickfield: The Clerk will inform the residents that they should raise this with the Buckinghamshire Council Ward Councillors.
- Dog waste bin Walnut Tree Lane where it joins the bridleway: It was agreed that the Clerk would enquire with Buckinghamshire Council about getting a bin installed.
- Dog waste issues: Any reports of dog fouling should be reported to Buckinghamshire Council dog warden.

### 37. TO RECEIVE REPORTS FROM COUNCILLORS ON MEETINGS THAT THEY HAVE PARTICIPATED IN ON BEHALF OF THE PARISH COUNCIL: None

- Cllr van Apeldoorn asked for an update following the Wickfields meeting with the Management Company. The Clerk stated that the Officer is on leave but will follow up next week.
- Cllr Barter thanked Cllr McPherson for arranging the Moment of Reflection.

### 38. TO CONSIDER AGENDA ITEMS FOR THE NEXT MEETING:

- Cllr Richards stated that the war memorial steps are currently being installed however, some of the railings need securing and painting. Clerk to arrange quotes.
- Discussions were had on the Remembrance Service and it was agreed this would be arranged by Cllr van Apeldoorn.

### 39. TO CONFIRM THE DATES AND TIMES OF THE NEXT PARISH COUNCIL MEETING: The next meeting of the Parish Council will be on Tuesday 18<sup>th</sup> October 2022 at Longwick Village Hall.

40. There being no further business the meeting closed at 9.30pm

Chair..... Date.....

## **8: PAYMENTS FOR APPROVAL**

<b>Payee</b>	<b>Net</b>	<b>VAT</b>	<b>Gross</b>	<b>Comment</b>
Tracey Martin	£510.52		£510.52	Clerk Salary
Tracey Martin	£15.00		£15.00	Home allowance
CashPlus	£37.22		£37.22	Reinstate Balance
HMRC	£26.60		£26.60	PAYE
DH Landscapes	£1,170.00		£1,170.00	War memorial steps
Shield Maintenance	£143.00	£28.60	£171.60	Bin Emptying October
Thomas Design	£939.44	£187.89	£1,127.33	Transport Vision Services - Oct 22
Thomas Design	£2,345.00	£469.00	£2,814.00	Transport Vision Services - May 22
<b>Total</b>	<b>£5,186.78</b>	<b>£685.49</b>	<b>£5,872.27</b>	
 <b><u>Cashplus Card</u></b>				
WDS Components	£26.01	£5.21	£31.22	New locks, cap & keys for noticeboard
GiffGaff	£5.00	£1.00	£6.00	Monthly Top Up
<b>Total</b>	<b>£31.01</b>	<b>£6.21</b>	<b>£37.22</b>	
 <b><u>Direct Debits / Standing Orders</u></b>				
EDF Energy	£20.00		£20.00	Electricity monthly payment
Nest	£29.72		£29.72	Pension Contribution
<b>Total</b>	<b>£49.72</b>		<b>£49.72</b>	
 <b><u>Receipts</u></b>				
Buckinghamshire C	£15,921.97		£15,921.97	Precept - 2nd Payment
JR Football	£30.00		£30.00	Payment for use of playing field
<b>Total</b>	<b>£15,951.97</b>		<b>£15,951.97</b>	

## GRANT APPLICATION



Longwick-cum-Ilmer  
Parish Council

### GRANT APPLICATION FORM

Name of Organisation	LONGWICK EVENING WI
Name, Address and Position of Contact in Organisation	[REDACTED]
Telephone Number and Email Address of Contact	
Is the Organisation a Registered Charity? If yes, Charity Number	Yes/ No see note over *
Amount of grant requested?	£75.00
For what purpose or project is the grant requested?  (please continue on a separate sheet if necessary)	To organise carol concert at Longwick Village Hall on Monday 12th December 2022 at 6 p.m.
What will be the total cost? If applying for other grants/matched funds for the project please provide details.	£100 approx
When will the money be spent?	Before 12th December
Who will benefit from the project? Give details of local groups that will benefit (if applicable)	The community of Longwick cum Ilmer

**TO NOTE EXTERNAL AUDITORS REPORT AND CONFIRM THE NOTICE OF COMPLETION OF AUDIT HAS BEEN PUBLISHED**

Copy below of report. The only issue raised was that we did not have a Risk Assessment in place which we do now. The notice of completion of audit was published on Monday 1<sup>st</sup> August 2022

**Section 3 – External Auditor Report and Certificate 2021/22**

In respect of **Longwick-cum-Ilmer Parish Council – BU0124**

**1 Respective responsibilities of the body and the auditor**

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 2022; and
- confirms and provides assurance on those matters that are relevant to our duties and responsibilities as external auditors.

**2 External auditor report 2021/22**

On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR 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:

The smaller authority has confirmed that it has not complied with the governance assertion in Section 1, Box 5, but it has provided the appointed auditor with an adequate explanation for non-compliance and details of the actions necessary to address weaknesses identified.

**3 External auditor certificate 2021/22**

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 2022.

External Auditor Name

**PKF LITTLEJOHN LLP**

External Auditor Signature

Date

28/07/2022

\* Note: the NAO issued guidance applicable to external auditors' work on limited assurance reviews in Auditor Guidance Note AGN/02. The AGN is available from the NAO website ([www.nao.org.uk](http://www.nao.org.uk))

**OPTION TO OPT OUT OF THE SAAA CENTRAL EXTERNAL AUDITOR APPOINTMENT ARRANGEMENTS**

Dear Clerk/RFO/Chairman, Longwick-cum-Ilmer Parish Council,

Under the Local Audit (Smaller Authorities) Regulations 2015, SAAA is responsible for appointing external auditors to all applicable opted-in smaller authorities, for setting the terms of appointment for limited assurance reviews and for managing the contracts with the appointed audit firms. Smaller authorities are those whose gross annual income or expenditure is **less than £6.5 million**.

The next 5-year appointing period runs from 2022-23 until 2026-27 and SAAA has undertaken a procurement exercise to appoint auditors to each County area from 1 April 2022. Now that the submission deadline for the 2021-22 Annual Governance and Accountability Returns has passed, this is to advise you of the option to opt-out of the next round of 5-year audit appointments.



**All authorities require an appointed external auditor** even if the authority meets the criteria to qualify for exemption, as a Certificate of Exemption is required to be submitted to the external auditor and the auditor must be in place in case of objections from local electors

During the previous 5-year period **all** smaller authorities were 'opted-in' to the central procurement regime managed by SAAA - no authority decided to 'opt-out' and follow the various complex procedures required under statute to appoint their own external auditor. **If you wish to continue as part of the SAAA sector led auditor appointment regime then no action is required, you will remain part of central scheme.**

However, all authorities must be given the option to opt-out of the central procurement and appointment scheme and appoint their own external auditor for the next 5-year period, although the process is onerous for smaller authorities.

This communication is to advise that whilst all smaller authorities are opted into the central procurement of external auditors by default, any authorities who do not wish to be part of the SAAA arrangements must formally notify SAAA that they wish to opt out within **8 weeks** of this communication but no later than **28 October 2022**; this decision must be communicated to SAAA via e mail to [admin@saaa.co.uk](mailto:admin@saaa.co.uk).

If notification of your decision to opt out is not received within this 8-week period, then your authority will be regarded as opted-in for the next five-year period beginning on 1 April 2022 and ending on 31 March 2027.

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### **Opting-out**

Opting out is a significant decision which requires careful consideration; to assist authorities considering opting out further guidance has been developed to clarify what opting out means in practice. This detailed information can be found at [www.saaa.co.uk](http://www.saaa.co.uk)

An authority that wishes to opt out must formally reach and record that decision in a way that meets the requirements of its own governance framework, by convening a full council meeting or an extraordinary council meeting.

Key implications are:

- an opted-out authority regardless of size (including exempt authorities) **MUST** appoint an appropriate external auditor;
- the appointed auditor **must** be a registered auditor as defined by the Companies Act and a member of Institute of Chartered Accountants (England and Wales).
- an opted-out authority **must** convene an appropriate independent auditor panel which meets the requirements of the Local Audit and Accountability Act 2014 (LAAA). Detailed guidance on auditor panels is available in Schedule 4 of the LAAA Act and from CIPFA;
- an opted-out authority will need to develop its own specification for its external audit contract, will need to negotiate the price for this work on an individual basis and will need to manage the contract, including any disputes, and any independence issues that may arise;
- an opted-out authority must ensure full compliance with the relevant requirements of the Local Audit and Accountability Act and supporting Regulations;
- any opted-out authority that does not successfully appoint an appropriate external auditor in the correct manner and notify SAAA who their external auditor is by **30 November 2022** will have an external auditor appointed for it by the Secretary of State through SAAA. **This will result in additional costs of £300 which will have to be met by the authority.**

### **Email from BALC:**

You will have received or are about to receive, an email from the SAAA giving you details of opting out of the PKF Littlejohn external assurance scheme.

This 'invitation' is something which you will receive from the SAAA on a regular basis. You will be aware that SAAA issues a tender process for the country which is divided into batches, and large scale auditors are selected and appointed to undertake the annual AGAR service. Currently PKF Littlejohn have the contract for our area.

Councils do have the right to opt out of this central service and appoint their own Auditors for the purpose of AGAR element. I would advise you to read the small print very carefully indeed before determining that you wish to opt out. The conditions are complex and onerous, if you are considering this on economic grounds you are unlikely to make any savings. You need do nothing if you wish to continue to opt in to the SAAA scheme.

***It is the Clerks recommendation that we do not opt out. The current provision works well and the cost is minimal and I believe if we were to opt out we would incur additional costs.***

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#### **TO CONSIDER APPOINTMENT OF INTERNAL AUDITOR**

The Clerk has received the below letter from our current appointed Internal Auditor:

I am writing to advise you that, regretfully, we will be unable to continue to provide Internal Audit services to your Council.

You may be aware that we have recently lost staff who have taken up significantly higher paid opportunities elsewhere. We have tried to recruit replacement staff but, unfortunately, we have not been able to find suitable candidates. This is due to a variety of factors, including the skillset we need, the preference for many candidates to work from home, and the much higher salaries being offered in the market. It appears unlikely that these circumstances will change in the foreseeable future.

This is obviously a very difficult, and frustrating, decision.

I understand that this may well cause problems for you and I am writing to you now so that you have as much time as possible to put in place alternative arrangements. If you need any help in this process, please let me know.

The Clerk recommends the services of Jane Olds who she uses in two other Parishes and comes highly recommended. The cost for her services is £250. Full letter of engagement and information about the service Jane offers is attached separately.

## QUOTES FOR WORK FOLLOWING ROSPA

Date: 23<sup>rd</sup> September 2022

Ref: Longwick Playing Field, HP27 9SG	Cost
<b>Seesaw</b> RPM to missing bolt cap covers under the seat with new	£ 15.00
<b>Spring Frog</b> RPM to clean the above surface using water and wire brush to remove moss	£115.00
<b>Cableway</b> RPM to strip down the above item, carry out an internal inspection on all parts, lubricate and re-fit item if safe to do so RPM to adjust the seat to the correct height Please note if parts are worn we will need to quote to replace Scaffolding required	£650.00
<b>Shelter</b> RPM to clean the above item using water and wire brush to remove moss and algae	£265.00
<b>Pull Up Station</b> RPM to replace missing post caps with new	£ 60.00
<b>All prices quoted are subject to VAT</b>	

SERVICE	DESCRIPTION	VAT	QTY	RATE	AMOUNT
<b>Tree Surgeon Services</b>	Proposed tree works at: Longwick Playing field The Green Longwick Princes Risborough.  Playground/Equipment area: Tree x1 - lift crown creating atleast 2m clearance from Playground etc. Shelter - reduce overhanging hedge/trees back creating clearance.	20.0% S	1	450.00	450.00

## QUOTE FOR TREE WORKS TO TREE NEAR CROSSING OVER THE STREAM

DATE	SERVICE	DESCRIPTION	VAT	QTY	RATE	AMOUNT
	<b>Tree Surgeon Services</b>	Proposed tree works at: Longwick Playing Field The Green Longwick Princes Risborough HP27 9SF.  Ash x1 - dismantle down to ground level. Elm x1 (growing through Ash) - dismantle down ground level. Hazardous roots - grind out and rake	20.0% S	1	950.00	950.00

**TO NOTE QUARTER 2 ACCOUNTS**

Full accounts vs budget attached separately

6 October 2022 (202

**Longwick-cum-Ilmer Parish Council**

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

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

	<b>Bank Reconciliation at 30/09/2022</b>		
	Cash in Hand 01/04/2022		426,686.83
	<b>ADD</b>		
	Receipts 01/04/2022 - 30/09/2022		108,991.37
			535,678.20
	<b>SUBTRACT</b>		
	Payments 01/04/2022 - 30/09/2022		81,905.02
<b>A</b>	<b>Cash in Hand 30/09/2022</b> (per Cash Book)		<b>453,773.18</b>
	Cash in hand per Bank Statements		
	Petty Cash 30/09/2022	0.00	
	CashPlus 30/09/2022	494.00	
	Lloyds Savings Account 30/09/2022	131,824.36	
	Lloyds Current Account 30/09/2022	71,235.11	
	Hampshire Trust 30/09/2022	85,000.00	
	Nationwide 30/09/2022	80,000.77	
	Redwood 30/09/2022	85,000.00	
			<b>453,554.24</b>
	Less unrepresented payments		453,554.24
	Plus unrepresented receipts		218.94
<b>B</b>	<b>Adjusted Bank Balance</b>		<b>453,773.18</b>
	<b>A = B Checks out OK</b>		

## **CORRESPONDENCE:**

There has been a request from the Village Hall to see if we could change our meeting from a Tuesday to a Wednesday. This would tie up with another frequent booking which they have on a Wednesday meaning Tuesday would be available for repeat bookings. The other suggestion is that we remain on a Tuesday but use the small room which holds up to 30 people.