



Hamble-le- Rice Parish Council

Memorial Hall, High Street, Hamble-le-Rice, Southampton SO31 4JE
02380453422 clerk@hamblepc.org.uk 02380453422

**A meeting of the Parish Council will be held on Monday 27 March 2017
7.00pm at Roy Underdown Pavilion, Baron Road, Hamble-le-Rice**

At 6.30pm there will be a presentation from the promoter Steven Brown regarding possible future development for 70 dwellings at Satchell Land, Hamble le Rice.

AGENDA

1. Apologies for absence
2. Declaration of interest and approved dispensations
3. To approve minutes of the Full Council Meeting 13th March 2017
4. Public Session:

Community and Partnership

5. Request to fell trees at the rear of Satchell Lane
6. Discretionary charges for Pavilion hire.
7. Feedback on festive lights course.

Parish Council Assets

10. Asset renewal – miscellaneous works to Mount Pleasant and Roy Underdown Pavilion
11. Football update – Tyro League and Chamberlayne Athletic verbal

Finance

12. Hosted email accounts – report attached
13. Approve the following for January 2017
 - a. Bank and petty cash reconciliations
 - b. Salary journals
 - c. Income and expenditure statements
 - d. Orders for payment
14. Financial Risk Assessment
15. Financial regulations – Please bring copies from the last meeting.
16. Office closure to complete end of year accounts on 6th April 2017 and End of Year Audit on 11th May 2017

Update reports on:

17. Coronation Parade Improvements - 26/52/16
18. Hamble Lifeboat - 52/2/15
19. CPF Storage Building Project - 477/111/16 – payment of final installment
20. 360/91/16 Foreshore Waste bins.
21. Correspondence relating to Council matters including:-
 - a) From Eastleigh Borough Council
 - b) From Hampshire County Council.
 - c) Other correspondence.
Letter from Hamble Village Memorial Hall

Exempt Business - To propose and pass a resolution in accordance with the Public Bodies (Admission to Meetings) Act 1960 to exclude the public and press for the discussion of the following matters where publicity might be prejudicial to the special nature of the business.

At this meeting these matters will include the following:

22. Hamble Lifeboat – update.

Date: 22nd March 2017

Amanda Jobling, Clerk to the Parish Council.

Agenda 5

Request to remove trees at College Playing Fields/Satchell Lane

Decision: to consider the content of the experts report and to decide whether to authorise removal of the sycamore trees.

Introduction

A number of residents along Satchell Lane have requested that the trees to the rear of their properties be removed. They are willing to arrange and pay for the removal.

Content

Sycamore trees to the rear of properties along Satchell Road have been the subject of a number of requests to undertake works to minimise the impact of them. In January the residents wrote asking for permission to remove them. The groundsman's visited the property and undertook a visual inspection and reported that the trees were in good condition and didn't present any risk or danger.

The Council's tree policy states

"The Council will not unless legally obliged to do so undertake works to otherwise healthy and well-formed trees for reasons of:

- **Branches overhanging adjacent property / gardens etc.**
- **Size or height (trees are naturally large organisms).**
- **Shedding of leaf, seed, fir cone, twig, flower litter and fruit debris and general vegetative detritus.**
- **Loss of light or shading of gardens, rooms or solar panels.**
- **Interference with transmitted signals (TV, satellite or other forms of electronic communication or reception).**
- **Honeydew secretion.**
- **Reduced security by virtue of concealment or reduced visibility.**
- **Alleged damage to property / gardens by roots or branches (direct or indirect).**
- **Bird droppings and vermin.**
- **Interference with BT & electricity company services.**
- **Vandalism e.g. thrown apples.**
- **Hayfever/ allergies.**
- **Dampness/ algae/ moss.**
- **To create or reinstate private views."**

Given the repeated requests for works to the trees and this request for removal, further expert advice has been sought on the matter and the report will be made available at the meeting (inspection is taking place on 24.03.17).

Other considerations

The Council has always declined to remove healthy trees given the risk of establishing a precedent. The Council owns and manages a very substantial number of trees across its estate and a change to this established approach would have further implications in other locations.

From: Technical Arboriculture [<mailto:info@techarb.co.uk>]
Sent: 27 March 2017 12:47
To: Richard Clarke
Subject: preliminary survey of trees - College Playing Fields Hamble Le Rice

Richard

As requested my preliminary observations and recommendations with respect to trees at the above site.

Date of Visit – 24/3/17 PM
In attendance – Richard Clarke
Weather – dry, clear, light winds.

Trees – 5 x mature sycamore T1-T5

Observations

Site and location

The trees are located on the eastern edge of the College Playing Fields, Hamble Le Rice. The trees arise from ground on the boundary, a narrow path/track separating them from the rear gardens of properties in Satchell Lane; the trees sitting to the west side of the dwellings/gardens.

The eastern boundary lies lower than the main play fields, the land of the playing fields dropping at the end of the formal pitches down a reasonably steep bank to the trees with the slope continuing down the gardens to the dwellings. The result of this is that, when assessing the trees and standing at tree ground level, the trees are effectively rooted at first floor level of the dwellings.



The trees

The trees (T1 to T5 in above screen capture) are all sycamore.

The trees are mature specimens, circa 10m in height, all greater than 400mm stem diameter (estimated at 1.5m AGL).

As expected given the location close to garden boundaries, all have a significant portion of their western tree crowns overhanging the neighbouring gardens to the west.

The trees have had varying amounts and types of tree works as past crown management (presumably to lessen overhang or shading issues). This includes crown lifting, crown reduction and varying degrees of pollarding. The crowns of the trees show good recovery with several years regrowth from the prune points.

Some trees have biomechanical defects affecting their growth habit. Notwithstanding, the trees appear healthy with no signs of decay, defect or pathogen that would suggest imminent demise or failure.

Quality of trees

The trees have various biomechanical defects and previous crown management as stated. As a result I do not consider the trees have any significant quality individually, being particularly unnoteworthy specimens of the species and somewhat typical of why people tend to dislike the sycamore in our landscape.

That said there is some collective value provided by the crowns of the trees in screening the dwellings of Satchell Way from the playing fields and vice versa.

Tree Preservation Order (TPO)

I understand from the Head Groundsman that a TPO is present on the playing fields and thus includes these trees. As such any proposals for tree works would require consent from Eastleigh Borough Council following a successful tree works application.

The TPO is reasonable given the collective value that the trees provide.

Comments

I understand that Hamble Le Rice Parish Council have received a complaint regarding loss of light and other negative issues relating to the trees with a desire to see the trees removed.

Any decision in respect of neighbours perceptions of the negative impacts of trees need to be assessed on a case by case basis. Common law provides that home owners have no right to light, nor right to a view, nor television reception etc. Furthermore, negative impacts such a leaf fall, nuts, birds and their excrement, detritus and small twig falling (list not exhaustive) are all considered in law to be an annoyance. Only in cases where the impact of a tree may be considered "actionable nuisance" meaning a nuisance in law would the PC have an obligation to act to abate the nuisance. An example would be proven damage or subsidence with evidence clearly in support of the claim.

Further details are stated in the HLRPC Policy on management of trees which makes clear there is no obligation to respond to requests to fell or prune in such circumstances.

That said, the following points are worth consideration;

1. The trees have little individual merit;
2. Past management of tree crowns has set in place a requirement for further tree works over time to ensure the tree don't present an increased likelihood of branch snap at attachment points to previous cuts (a common effect of such extensive pruning). Therefore some crown work within the next 5 years would be prudent;
3. The trees are non-native;
4. Shading is exacerbated by planting level being above dwellings (equivalent of first floor height);
5. During my visit I did note a large amount of seedling germination under the tree which must also be a negative impact to the gardens and typical of sycamore;
6. There is significant space on the sloped ground between the formal play pitches to plant new trees with better spatial relationship to dwellings/gardens of Satchell Way whilst maintaining reasonable separation from play pitch margins;
7. Any tree works will require consent under TPO.

In light of these comments, a tree works application made by the complainants (residents in Satchell Way) to fell the trees and replace them with new trees of an appropriate species on the slope could offer a solution. Of course it will be for the local planning authority (LPA) (Eastleigh BC) to determine the application and for HLRPC to resolve whether to support it or not. This option provides for wider public consultation under the tree works application process.

If an application for felling is unsuccessful (or unsupported – note as owners of the trees HLRC would have final say as to whether the trees stay or go, regardless of the outcome of the application) then remedial crown works to reduce the crowns back to previous prune points could be carried out (this work being prudent ongoing management of previously pruned tree crowns) earlier than may be anticipated.

Conclusion

The trees are unremarkable specimens with no individual merit. Some collective screening and group merit exists but new trees could replace this in the mid to long term.

Past tree management has set in place a requirement for ongoing cyclical tree crown management with re pruning expected within 5 years and on a 10-15 year cycle thereafter. The cost of these works offers a reasoned argument to fell and replace with trees not requiring said intervention.

HLRPC has no obligation to fell and replace.

HLRPC will be required to prune as part of risk management programme within the next 5 years.

Any option will require consent from EBC due to TPO

Recommendation

Fell and replace subject to tree works application from residents. Cost of felling and replacement trees is recommended to be borne by applicants (residents)

Photos

The following are included to give a flavour of the trees, location etc. Unless stated they do not illustrate any one point.













Regards

Kevin Cloud BSc Hons, Tech Cert Arbor A, F Arbor A
Arboricultural Association Registered Consultant
Director and Principal Consultant



**Technical
Arboriculture** 

01489 896655 | 07828 335729 | info@techarb.co.uk | www.techarb.co.uk

1 Chase Farm Close, Waltham Chase, Hampshire, SO32 2UB
Registered in England and Wales No: 6018958 | VAT Registration No: 936 3872 90



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Hamble le Rice Parish Council

Agenda item: 6

Date: 16th March 2016

Subject of report: Discretionary hire charges for charitable and community groups using the committee room at the Roy Underdown Pavilion

Purpose of report:

- 1). Consider a request for a reduction for the Children's Comedy Evening at RUP on the 27th March 2017
- 2). Whether a small charge should be requested from other charitable and community users towards the utility costs linked to hire/useage.

Introduction:

We are sometimes approached by charity organisations who would like to use the committee room at the Roy Underdown Pavilion for meetings or events.

The most recent request is Children's Comedy evening to raise money for Wessex Cancer Trust. The evening will consist of some short comedy films sketches (Wallace and Gromit, Mr Bean, Laurel & Hardy) followed by a talent show 'The Great Hamble Joke Off' where children will tell a joke and the funniest will win the title.

The organiser's fundraising page can be viewed at www.justgiving.com/fundraising/fi-does-London17.

We have been asked if the council would consider waiving or a reduction of the room hire costs. The normal charge for a hire of this duration is £35.00.

Other organisations using the facility from time to time include: Ladies Walking Group, Sail 4 Cancer, Allotment Association, John Merrick Sailing Trust, Hamble History Society. Most of these organisations have historically used the facility free of charge, however the history society make contributions to help with running costs.

Resources: Office administration time (taking booking details, dispensing key), electricity for lighting, gas for heating, water and cleaning

Other considerations: The high running costs of the Pavilion are under review at present, gas bills for the winter months are approx. £300 per month and water usage is inflated by the urinal automatic flush system. Solutions such as local water heaters and sensors to reduce water and electricity usage are being investigated.

The groundstaff team check the committee room after use and vacuum ready for the next user. It is hoped cleaning of most of the council facilities will be contracted to professional cleaners in the near future.

Conclusion:

Does the council wish to continue providing the committee room free of charge to charities and local organisations?

Does the council want to consider on a case by case basis?

Where the hire charge is waived should a small charge be levied to cover the cost of running costs such as electricity, gas and cleaning? If so what is considered a reasonable contribution?

The present public hire charges are:
£6.75 per hour for one to two hours
£35.00 three to four hours
£70.00 am & pm or pm & evening
£85.00 all day

Agenda 10

Asset renewal – Mount Pleasant and Roy Underdown Pavilion

Decision: to note the recent electrical surveys for Mount Pleasant and Roy Underdown Pavilion and the immediate works that are required and to authorise full surveys on the properties to ascertain the full extent of the works needed before further expenditure is incurred.

Introduction

A recent electrical survey was commissioned for both pavilions and a summary of the survey is attached. Some aspects of the report have necessitated urgent action including the closing off of a changing room at Mount Pleasant and short term measures in the RUP committee room. Work has been ordered for RUP but the parts have yet to be sourced and the works started. Both urgent works are low in value and have been ordered.

Further measures have been identified for RUP to reduce costs including the installation of small independent hot water heaters (about £300 to buy and fit) in the committee room and the mess room to enable the main tanks to only be used at the weekends when the showers are in use, as well as PIR monitors to the urinals to reduce the water consumption that is currently running at around 300litres per day. At this stage it is not recommended to pursue these or the remainder of the works from the electrical survey until a more comprehensive survey is carried out.

Costs will be sought for the survey and need to not only cover the structure but the electrical and engineering plant in both pavilions. Once this is obtained it will be possible to decide the best form of building works to cover all aspects of the work. Until then members should note that issues remain with both facilities that are incurring costs or preventing income generation.

Agenda 12

Hosted email accounts

Decision: To approve the change to the current contract and additional expenses.

Introduction

A laptop was recently added to the IT contract we hold with our IT supplier Carerra UK. This has enabled remote and flexible working away from the office. However, the benefits of this have been limited by the type of accounts that are currently in use. The effect of this is that the laptop and office PC cannot be synced which negate much of the improvement that had been sought.

Detail

To improve the situation we need all parish council email accounts to be moved onto a Business Class Exchange Mailbox via a Hosted Exchange System (same as having an Onsite Exchange server in your office) without the expense. The Exchange Mail Systems will Synchronise Mail, Contacts and Calendars seamlessly between devices including mobile phones. This will enable further efficiencies within the office which have already been identified such as enabling shared file maintenance across all the site locations.

Cost implication

Although the cost is within the remit of Clerks delegation, amendments to existing contracts should be reported under the new financial regulations that take effect at the end of the month. The additional cost will be £24.00 per month on top of the existing monthly charge of £181.99. With this addition the annual cost will be £2471 (inc vat).

The accounts are as follows.

asstclerk@hamblepc.org.uk

clerk@hamblepc.org.uk

groundsman@hamblepc.org.uk

vmag@hamblepc.org.uk

Conclusion

Moving onto a hosted mail exchange increases our flexibility without the substantial additional cost of running a local server. The costs are marginal and should deliver greater efficiencies in the longer term.

Bank Reconciliation Statement as at: 01/03/2017 for Cash Book 1 Barclays Current A/C 070978787

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Barclays Current - 70978787	28/02/2017	610	26,875.75
			<u>26,875.75</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
13/06/2016 102847	HAMPSHIRE ASSOC OF LOCA	90.00	
14/02/2017 103027	COUNTY LOCKSMITH SECURI	13.99	
14/02/2017 103028	David Potter Inspections Ltd	300.00	
14/02/2017 103036	JACKIE PANAKIS	123.50	
14/02/2017 103040	DESIGN & PRINT	1,040.00	
14/02/2017 103044	P&R ELECTRICAL SERVICES	2,246.18	
14/02/2017 103039	Southampton City Council	620.00	
			<u>4,433.67</u>
			22,442.08
<u>Receipts not Banked/Cleared (Plus)</u>			
13/02/2017		100.00	
27/02/2017		308.85	
28/02/2017		100.00	
28/02/2017		13.50	
			<u>522.35</u>
			22,964.43
			Balance per Cash Book is :- 23,000.91
			Difference Excluding Adjustments is :- -36.48
<u>Adjustments to Reconciliation</u>			
		0.00	
			<u>0.00</u>
			Unreconciled Difference is :-

Receipts for Month 11

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Balance Brought Fwd :	36,507.82				36,507.82	
	Banked on : 31/01/2017	238.60					
	Car Park Income	238.60		39.77	1140 104	198.83	Car Park Income
	Banked on : 01/02/2017	120.00					
	Sales Recpts Page 1435	120.00	120.00		100		Sales Recpts Page 1435
	Banked on : 02/02/2017	40.00					
	Sales Recpts Page 1428	40.00	40.00		100		Sales Recpts Page 1428
	Banked on : 02/02/2017	660.00					
	Sales Recpts Page 1436	660.00	660.00		100		Sales Recpts Page 1436
	Banked on : 03/02/2017	187.90					
	Car Park Income	187.90		31.32	1140 104	156.58	Car Park Income
	Banked on : 03/02/2017	70.00					
	Clock Permits	70.00		11.67	1142 104	58.33	Clock Permits
	Banked on : 09/02/2017	60.00					
8335	O Risk	30.00			1905 108	30.00	Log Sales - O Risk
8336	S Jewell	30.00			1905 108	30.00	Log Sales - S Jewell
	Banked on : 10/02/2017	178.95					
	Car Park Income	178.95		29.82	1140 104	149.13	Car Park Income
	Banked on : 10/02/2017	20.25					
9154	History Society	20.25			1202 304	20.25	Contribution for RUP use
	Banked on : 10/02/2017	288.00					
	Sales Recpts Page 1437	288.00	288.00		100		Sales Recpts Page 1437
	Banked on : 10/02/2017	3,744.00					
	Sales Recpts Page 1444	3,744.00	3,744.00		100		Sales Recpts Page 1444
	Banked on : 10/02/2017	27.00					
	Sales Recpts Page 1445	27.00	27.00		100		Sales Recpts Page 1445
	Banked on : 13/02/2017	2,016.00					
	Dinghy Park Permits	2,016.00		336.00	1260 301	1,680.00	Dinghy Park Permits
	Banked on : 13/02/2017	237.25					
	Car Park Income	237.25		39.54	1140 104	197.71	Car Park Income
	Banked on : 13/02/2017	2,592.00					
	Dinghy Park Income	2,592.00		432.00	1260 301	2,160.00	Dinghy Park Income
	Banked on : 13/02/2017	144.00					
TFR1	R Thoms - 21	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Thoms 2
	Banked on : 13/02/2017	188.00					
TFR2	S Sainsbury - 8	188.00		31.33	1260 301	156.67	Dinghy Park Permit - Sainsbur
	Banked on : 14/02/2017	2,160.00					

Receipts for Month 11

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c Centre	£ Amount	Transaction Detail
	Dinghy Park Income	2,160.00		360.00	1260 301	1,800.00	Dinghy Park Income
	Banked on : 14/02/2017	92.30					
	Sales Recpts Page 1438	92.30	92.30		100		Sales Recpts Page 1438
	Banked on : 14/02/2017	144.00					
TFR3	Chapman 19	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Chapman19
	Banked on : 14/02/2017	144.00					
TFR4	Tye - 49	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Tye 49
	Banked on : 14/02/2017	288.00					
TFR5	Lyne 22	288.00		48.00	1260 301	240.00	Dinghy Park Permit - Lyne 22
	Banked on : 14/02/2017	144.00					
TFR6	Risk - 35	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Risk 35
	Banked on : 15/02/2017	2,880.00					
	Dinghy Park Income	2,880.00		480.00	1260 301	2,400.00	Dinghy Park Income
	Banked on : 15/02/2017	2,736.00					
	Dinghy Park Income	2,736.00		456.00	1260 301	2,280.00	Dinghy Park Income
	Banked on : 15/02/2017	144.00					
	Dinghy Park Income	144.00		24.00	1260 301	120.00	Dinghy Park Income
	Banked on : 15/02/2017	2,448.00					
	Dinghy Park Income	2,448.00		408.00	1260 301	2,040.00	Dinghy Park Income
	Banked on : 15/02/2017	2,592.00					
	Dinghy Park Income	2,592.00		432.00	1260 301	2,160.00	Dinghy Park Income
	Banked on : 15/02/2017	144.00					
TFR7	Brock 64	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Brock 64
	Banked on : 15/02/2017	144.00					
TFR8	Lovejoy 74	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Lovejoy
	Banked on : 15/02/2017	144.00					
TFR9	Thubron 113	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Thubron
	Banked on : 15/02/2017	144.00					
TFR10	Munro 71	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Munro 71
	Banked on : 15/02/2017	144.00					
TFR11	Riceman	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Riceman
	Banked on : 15/02/2017	144.00					
TFR12	Jenkins 116	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Jenkins
	Banked on : 15/02/2017	144.00					
TFR13	Brushett	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Brushett

Receipts for Month 11

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
	Banked on : 15/02/2017	144.00					
TFR14	Spencer 14	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Spencer
	Banked on : 15/02/2017	288.00					
TFR15	Edmondson	288.00		48.00	1260 301	240.00	Dinghy Park Permit - Edmondson
	Banked on : 15/02/2017	288.00					
TFR16	Greenhalgh 123	288.00		48.00	1260 301	240.00	Dinghy Park Permit Greenhalgh
	Banked on : 15/02/2017	288.00					
TFR17	Bailey 197	288.00		48.00	1260 301	240.00	Dinghy Park Permit - Bailey197
	Banked on : 15/02/2017	288.00					
TFR18	Southworth	288.00		48.00	1260 301	240.00	Dinghy Park Permit Southworth
	Banked on : 15/02/2017	228.00					
TFR20	Judson - 122	228.00		38.00	1260 301	190.00	Dinghy Park Permit
	Banked on : 15/02/2017	144.00					
TFR21	McPherson - 72	144.00		24.00	1260 301	120.00	Dinghy Park Permit - McPherson
	Banked on : 15/02/2017	187.00					
	Sales Recpts Page 1448	187.00	187.00		100		Sales Recpts Page 1448
	Banked on : 16/02/2017	144.00					
TFR22	Wesson - 120	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Wesson
	Banked on : 16/02/2017	144.00					
TFR23	Roy - 98	144.00		24.00	1260 301	120.00	Dinghy Park Permit -Roy 98
	Banked on : 16/02/2017	144.00					
TFR24	Creak 211	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Creak 21
	Banked on : 16/02/2017	144.00					
TFR25	Long - 176	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Long 176
	Banked on : 16/02/2017	144.00					
TFR26	Richardson 73	144.00		24.00	1260 301	120.00	Dinghy Park Permit -Richardson
	Banked on : 16/02/2017	288.00					
TFR27	Akhurst 169	288.00		48.00	1260 301	240.00	Dinghy Park Permit - Akhurst
	Banked on : 16/02/2017	288.00					
TFR28	Roy - 200A	288.00		48.00	1260 301	240.00	Dinghy Park Permit - Roy 200A
	Banked on : 16/02/2017	288.00					
TFR29	Criswick - 129	288.00		48.00	1260 301	240.00	Dinghy Park Permit - Criswick
	Banked on : 16/02/2017	144.00					
TFR30	Chisnell 174	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Chisnell
	Banked on : 17/02/2017	144.00					

Receipts for Month 11

Nominal Ledger Analysis

Receipt Ref	Name of Payer	£ Amnt Received	£ Debtors	£ VAT	A/c Centre	£ Amount	Transaction Detail
TFR31	Vaill - 31	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Vaill 31
	Banked on : 17/02/2017	144.00					
TFR32	McDougall	144.00		24.00	1260 301	120.00	Dinghy Park Permit - McDougall
	Banked on : 17/02/2017	144.00					
TFR33	Bewes - 110	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Bewes 110
	Banked on : 17/02/2017	144.00					
TFR34	Watkins - 161	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Watkins
	Banked on : 17/02/2017	144.00					
TFR35	Hilditch - 161	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Walker16
	Banked on : 17/02/2017	144.00					
TFR36	Komornicki - 181	144.00		24.00	1260 301	120.00	Dinghy Park Permit -Komornicki
	Banked on : 17/02/2017	76.00					
9159	A H Freemantle	76.00			1150 105	76.00	Burial Fee
	Banked on : 17/02/2017	219.60					
	Car Park Income	219.60		36.60	1140 104	183.00	Car Park Income
	Banked on : 17/02/2017	144.00					
	M Noel - 51	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Noel 51
	Banked on : 20/02/2017	144.00					
TFR37	Clathworthy - 54	144.00		24.00	1260 301	120.00	Dinghy Park Permit -Clathworthy
	Banked on : 20/02/2017	144.00					
TFR38	Marris 194	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Marris194
	Banked on : 20/02/2017	288.00					
TFR39	Harvey 201	288.00		48.00	1260 301	240.00	Dinghy Park Permit - Harvey201
	Banked on : 20/02/2017	389.60					
	Car Park Income	389.60		64.93	1140 104	324.67	Car Park Income
	Banked on : 20/02/2017	60.75					
	Sales Recpts Page 1446	60.75	60.75		100		Sales Recpts Page 1446
	Banked on : 21/02/2017	288.00					
TFR40	MacGregor 78	288.00		48.00	1260 301	240.00	Dinghy Park Permit - MacGregor
	Banked on : 21/02/2017	288.00					
TFR41	Scorer - 128	288.00		48.00	1260 301	240.00	Dinghy Park Permit - Scorer128
	Banked on : 21/02/2017	720.00					
	Dinghy Park Permits	720.00		120.00	1260 301	600.00	Dinghy Park Permits
	Banked on : 21/02/2017	144.00					
	Sales Recpts Page 1439	144.00	144.00		100		Sales Recpts Page 1439

Receipts for Month 11

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Banked on : 21/02/2017		-288.00					
	V Phillips - Dinghy Park 11	-288.00		-48.00	1260 301	-240.00	Correction - Phillips 11
Banked on : 22/02/2017		144.00					
	W Best - 40	144.00		24.00	1260 301	120.00	Dinghy Park Permit Best 40
Banked on : 22/02/2017		144.00					
	Southworth - 115	144.00		24.00	1260 301	120.00	Dinghy Park Permit -Southwort
Banked on : 22/02/2017		60.00					
	Judson 122	60.00		10.00	1260 301	50.00	Dinghy Part Permit - Judson12
Banked on : 22/02/2017		288.00					
	Wiegand - 189	288.00		48.00	1260 301	240.00	Dinghy Park Permit Wiegand
Banked on : 23/02/2017		202.90					
	Car Park Income	202.90		33.82	1140 104	169.08	Car Park Income
Banked on : 23/02/2017		90.00					
	Parking Clock Permits	90.00		15.00	1142 104	75.00	Parking Clock Permits
Banked on : 23/02/2017		28.00					
	Parking Clock Permits	28.00		4.67	1142 104	23.33	Parking Clock Permits
Banked on : 23/02/2017		144.00					
	Burlton - 204	144.00		24.00	1260 301	120.00	Dinghy Park Permit -Burlton20
Banked on : 24/02/2017		144.00					
	N McCallion - 53	144.00		24.00	1260 301	120.00	Dinghy Park Permit McCallion
Banked on : 24/02/2017		91.20					
	Sales Recpts Page 1442	91.20	91.20		100		Sales Recpts Page 1442
Banked on : 27/02/2017		308.85					
	Car Park Income	308.85		51.48	1140 104	257.37	Car Park Income
Banked on : 27/02/2017		144.00					
	L King - 81	144.00		24.00	1260 301	120.00	Dinghy Park Permit - King 81
Banked on : 27/02/2017		144.00					
	S G Russell - 182	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Russell
Banked on : 27/02/2017		77.50					
	Sales Recpts Page 1443	77.50	77.50		100		Sales Recpts Page 1443
Banked on : 27/02/2017		66.00					
	Sales Recpts Page 1447	66.00	66.00		100		Sales Recpts Page 1447
Banked on : 28/02/2017		144.00					
	A Garrod - 121	144.00		24.00	1260 301	120.00	Dinghy Park Permit
Banked on : 28/02/2017		100.00					
	Sales Recpts Page 1440	100.00	100.00		100		Sales Recpts Page 1440

Date: 24/03/2017

Hamble-le-Rice Parish Council 2016/17

Page No: 6

Time: 12:00

Cash Book 1

User : ADM

Barclays Current A/C 070978787

For Month No : 11

Receipts for Month 11

Nominal Ledger Analysis

<u>Receipt Ref</u>	<u>Name of Payer</u>	<u>£ Amnt Received</u>	<u>£ Debtors</u>	<u>£ VAT</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
Banked on : 28/02/2017		13.50					
	Sales Recpts Page 1441	13.50	13.50		100		Sales Recpts Page 1441
Banked on : 28/02/2017		144.00					
	D Knight - 108	144.00		24.00	1260 301	120.00	Dinghy Park Permit - Knight108
Banked on : 10/03/2017		36.48					
	Sales Recpts Page 1449	36.48	36.48		100		Sales Recpts Page 1449
Total Receipts for Month		35,171.63	5,747.73	4,877.95		24,545.95	
Cash Book Totals		<u>71,679.45</u>	<u>5,747.73</u>	<u>4,877.95</u>		<u>61,053.77</u>	

Continued on Page 7

Payments for Month 11

Nominal Ledger

Date	Payee Name	Cheque	£ Total Amnt	£ Creditors	£ V A T	A/c Centre	£ Amount	Transaction Detail
01/02/2017	ALLSTAR	DDFEB1	68.00	68.00		500		Diesel HN10COU
02/02/2017	SGW PAYROLL LTD	DDFEB2	47.16	47.16		500		Payroll Processing
06/02/2017	Barclays Bank	TFRFEB05	90.80			4105 101	90.80	Commission
08/02/2017	ALLSTAR	DDFEB3	26.60	26.60		500		Unleaded fuel - HN10COU
09/02/2017	OPUS ENERGY	DDFEB4	350.05	350.05		500		Gas 25/12 - 24/1/17 RUP
10/02/2017	Petty Cash	103020	131.44			200	131.44	Petty Cash Top up
14/02/2017	ACE LIFTAWAY WASTE	103023	846.51	846.51		500		Temp Toilet Hire FS
14/02/2017	BRITISH RED CROSS	103024	46.80	46.80		500		First Aid Training - RC
14/02/2017	CALE BRIPARC	103025	130.44	130.44		500		Car Park tickets -FS
14/02/2017	CARRERA	103026	166.79	166.79		500		IT leasing
14/02/2017	COUNTY LOCKSMITH SECURITY	103027	13.99	13.99		500		2 new keys for RUP
14/02/2017	David Potter Inspections Ltd	103028	300.00	300.00		500		Playground Vis Insp - GStaff
14/02/2017	EASTLEIGH BOROUGH COUNCIL	103029	1,355.78	1,355.78		500		Dog Waste Bin WFL
14/02/2017	ELITE LIFT SOLUTIONS	103030	360.00	360.00		500		Lift Service at RUP
14/02/2017	GREENHAM	103031	100.52	100.52		500		Polo shirts X 3 Coverall X 3
14/02/2017	HAMPSHIRE COUNTY COUNCIL	103032	21.90	21.90		500		Washing up liquid - 5l RUP
14/02/2017	HAMPSHIRE COUNTY COUNCIL	103033	706.80	706.80		500		Printing of Clock Permits
14/02/2017	JEWSON LTD	103034	80.99	80.99		500		Ballast for fence DDF
14/02/2017	LIGHTATOUCH AUDIT SERVICES	103035	200.00	200.00		500		Financial Risk Assessment fee
14/02/2017	JACKIE PANAKIS	103036	123.50	123.50		500		Minute Sec & Office Cover
14/02/2017	RBS SOFTWARE SOLUTIONS	103037	559.80	559.80		500		Accounts Training - AJ
14/02/2017	SOLENT GARDEN SERVICES	103038	247.20	247.20		500		Grass Cutting
14/02/2017	DESIGN & PRINT	103040	1,040.00	1,040.00		500		Vill Magazine Pringing
14/02/2017	TMOBILE UK LTD	103041	64.14	64.14		500		Mobile Phones
14/02/2017	TRADE UK (B&Q)	103042	22.50	22.50		500		Paint and roller for RUP
14/02/2017	TUDOR ENVIRONMENTAL	103043	1,042.80	1,042.80		500		Starter Cord - All Areas
14/02/2017	P&R ELECTRICAL SERVICES	103044	2,246.18	2,246.18		500		Electricians fees xmas lights
14/02/2017	HAMPSHIRE COUNTY COUNCIL	103045	2,244.41	2,244.41		500		Harbour Dues Mudland Moorings
14/02/2017	Southampton City Council	103039	620.00	620.00		500		Building Control storage shed
14/02/2017	D&D DISTRIBUTORS	103022	220.00	220.00		500		V Mag Distribution Jan 2017
14/02/2017	OPUS ENERGY	DDFEB5	259.81	259.81		500		Electricity CPF 30/12 - 29/1
15/02/2017	ALLSTAR	ddfcb6	80.90	80.90		500		Diesel - HN10COU

Payments for Month 11

Nominal Ledger

<u>Date</u>	<u>Payee Name</u>	<u>Cheque</u>	<u>£ Total Amnt</u>	<u>£ Creditors</u>	<u>£ V A T</u>	<u>A/c Centre</u>	<u>£ Amount</u>	<u>Transaction Detail</u>
15/02/2017	Midbrook Enterprises Ltd	103019	22,464.00	22,464.00		500		Steel Frame Storage Shed CPF
16/02/2017	HMRC/PAYE/NIC	TFRFEB1	2,734.88			4001 100	2,734.88	HMRC/PAYE
16/02/2017	Hampshire CC Pension	TFRFEB2	1,261.83			4002 100	1,261.83	Pensions
23/02/2017	HAMPSHIRE COUNTY COUNCIL	103046	180.00	180.00		500		Advert for new Clerk
23/02/2017	S Sainsbury	103047	44.00		7.33	1260 301	36.67	Over payment of DF
24/02/2017	Salaries	TFRFEB3	7,742.74			4000 100	7,742.74	Salary Payments
27/02/2017	SGW PAYROLL LTD	DDFEB7	45.24	45.24		500		Payroll Processing
28/02/2017	SHB VEHICLE HIRE &	DDFEB8	390.04	390.04		500		Transit contract hire HN10COU
Total Payments for Month			48,678.54	36,672.85	7.33		11,998.36	
Balance Carried Fwd			23,000.91					
Cash Book Totals			71,679.45	36,672.85	7.33		34,999.27	



**Hamble-le-Rice Parish Council
Policy and Procedure to manage trees on Parish Council land.**

1. Introduction

Hamble-le-Rice Parish Council is responsible for the management of all trees located within its parks, woodlands and open spaces.

The Council has a statutory duty of care under the Health and Safety at Work Act 1974 and the Occupiers Liability Acts 1954 and 1984 to ensure so far as is reasonably practicable that the management of its trees is done in such a way as to minimise the risk to third parties.

2. The policy

This Policy outlines how the Parish Council will manage its tree stock.

The Council is committed to protecting, improving and developing the Parish Council's tree stock in public places. This will be achieved by:

The adoption of a Tree Risk Management Plan setting out a continuous programme of tree survey and maintenance; and

Through seeking a continuous improvement in the quality and quantity of trees on public land. A range of species will be selected for new and replacement planting taking into account their suitability to each site. The Council will strive to replace two trees for each tree removed.

The Council's priority in the management of the Parish Council's trees will be that of public safety, and maintaining the health and longevity of the trees. Where a tree constitutes a demonstrable hazard to people or property, then the appropriate works will be undertaken.

Trees on public land will be encouraged through minimal intervention to develop as well balanced examples of a natural form characteristic of their particular species. Works on such trees will be carried out to the highest standards of arboricultural practice and in accordance with all relevant health and safety legislation.

The Council will ensure all tree works are carried out to BS3998:2010 'Recommendations for Tree Work' (plus revisions) and will produce a detailed specification for all tree works.

The Council will only maintain trees above highways and footways on its land and clear growth that is obscuring street lights and signs in line with the relevant sections of the Highways Act 1980 and Hampshire County Council Highway policy when those trees are on land owned by Hamble-le-Rice Parish Council.

The Council will not unless legally obliged to do so undertake works to otherwise healthy and well-formed trees for reasons of:

- **Branches overhanging adjacent property / gardens etc.**
- **Size or height (trees are naturally large organisms).**
- **Shedding of leaf, seed, fir cone, twig, flower litter and fruit debris and general vegetative detritus.**
- **Loss of light or shading of gardens, rooms or solar panels.**
- **Interference with transmitted signals (TV, satellite or other forms of electronic communication or reception).**
- **Honeydew secretion.**
- **Reduced security by virtue of concealment or reduced visibility.**
- **Alleged damage to property / gardens by roots or branches (direct or indirect).**
- **Bird droppings and vermin.**
- **Interference with BT & electricity company services.**
- **Vandalism e.g. thrown apples.**
- **Hayfever/ allergies.**
- **Dampness/ algae/ moss.**
- **To create or reinstate private views.**

Under Common Law, providing the tree is not the subject of a Tree Preservation Order or within a Conservation Area landowners may prune unprotected trees or hedges overhanging their land as far as their boundary without the consent of the owner of the tree or hedge. If the resultant works cause instability or lead to the decline or death of the tree, liability will be attached to the person arranging or carrying out the work. They must not trespass on the neighbouring land to carry out the work, and should offer to return the cut material (arisings). However, the Council will not accept arisings from work to its trees, and these should be disposed of responsibly; dumping on Council land is fly-tipping and may be subject to prosecution.

The Council will ensure that trees on public land are retained wherever possible and are given appropriate protection from the effects of development and construction activities including the installation of underground utilities.

The Council will ensure that management of woodlands on public land, is appropriate and in accordance with accepted arboricultural and silvicultural practice, and respects their value as landscape features, wildlife habitats and recreational amenities.

Where possible, the Council will notify local residents in advance where major tree works will take place adjacent to residential properties.

Bank Reconciliation Statement as at: 28/02/2017 for Cash Book 2 Petty Cash

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Petty Cash	28/02/2017	11	152.73
			<hr/> 152.73
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
			<hr/> 0.00
			152.73
<u>Receipts not Banked/Cleared (Plus)</u>			
			<hr/> 0.00
			152.73
		Balance per Cash Book is :-	152.73
		Difference is :-	0.00

S. Schofield 1.3.17

APPLICATION NO:	F/17/79767	APPLICATION TYPE:	FPP	DEL
DECISION:	07/03/2017	PERMIT		
PROPOSAL:	Single storey extension to rear including decking area			
LOCATION:	12 Southern Road, West End, Southampton			
APPLICATION NO:	F/17/79809	APPLICATION TYPE:	FPP	DEL
DECISION:	07/03/2017	PERMIT		
PROPOSAL:	Construction of two storey side extension with front and rear dormer windows			
LOCATION:	96 New Road, Netley Abbey, Southampton			
APPLICATION NO:	F/16/79741	APPLICATION TYPE:	FPP	DEL
DECISION:	07/03/2017	PERMIT		
PROPOSAL:	Replacement rear conservatory with canopy			
LOCATION:	45 Freegrounds Road, Hedge End, Southampton			
APPLICATION NO:	F/17/79858	APPLICATION TYPE:	FPP	DEL
DECISION:	07/03/2017	PERMIT		
PROPOSAL:	Provision of full first floor & roof			
LOCATION:	38 Satchell Lane, Hamble-Le-Rice, Southampton			
APPLICATION NO:	T/17/79800	APPLICATION TYPE:	TPO	DEL
DECISION:	07/03/2017	CONSENT TO TREE WORKS for		
PROPOSAL:	Reduce elongated branches on north side by 1-2m from tips of 1no. Oak			
LOCATION:	7 Sedgemoad, Netley Abbey, Southampton			
APPLICATION NO:	Q/17/80046	APPLICATION TYPE:	ENQ	DEL
DECISION:	07/03/2017	A PLANNING APPLICATION IS REQUIRED		
PROPOSAL:	Single storey side extension following removal of existing conservatory and erection of front porch			
LOCATION:	17 Asford Grove, Bishopstoke, Eastleigh			
APPLICATION NO:	N/17/79827	APPLICATION TYPE:	TCA	LAC
DECISION:	07/03/2017	RAISE NO OBJECTION		
PROPOSAL:	Notification of intent: Fell 1no. Sycamore (T3)			
LOCATION:	Barclays Bank, High Street, Hamble-Le-Rice, Southampton			



APPLICATION NO: J/17/80127 APPLICATION TYPE: TPD DEL
DECISION: 09/03/2017 A PLANNING APPLICATION IS REQUIRED
PROPOSAL: 2 storey rear extension - following removal of existing conservatory
LOCATION: Amberley, Burnetts Lane, Horton Heath, Eastleigh

APPLICATION NO: V/16/79695 APPLICATION TYPE: 106 DEL
DECISION: 10/03/2017 CONSENT VARIATION (ADVERT)
PROPOSAL: Variation to Schedule 6 of Section 106 Agreement dated 17th April
2015 to alter the affordable housing mix and provision from Affordable
Rent to Intermediate Sale (Share Ownership and/or Shared Equity).
LOCATION: Dog Kennel Farm, Telegraph Road, West End, Southampton

APPLICATION NO: F/17/79862 APPLICATION TYPE: FPP DEL
DECISION: 10/03/2017 PERMIT
PROPOSAL: Retrospective: Subdivision of first floor to provide 2no. two bedroom
dwellings, including single storey rear extension
LOCATION: 87 - 89 Twyford Road, Eastleigh

APPLICATION NO: C/17/79848 APPLICATION TYPE: FPP DEL
DECISION: 10/03/2017 PERMIT
PROPOSAL: Construction of 1no. two storey five bedroom dwelling & detached
garage, following demolition of no's 1-3 Wessex Manor
LOCATION: Flat 1-3 Wessex Manor, Satchell Lane, Hamble-Le-Rice, Southampton

APPLICATION NO: Q/17/80128 APPLICATION TYPE: ENQ DEL
DECISION: 10/03/2017 A PLANNING APPLICATION IS REQUIRED
PROPOSAL: Single storey rear extension
LOCATION: 101 Hursley Road, Chandler's Ford, Eastleigh

Total number of decisions made during this period 38



APPLICATION NO:	Q/16/79593	APPLICATION TYPE:	ENQ	DEL
DECISION:	08/03/2017	SEE WRITTEN REPORT		
PROPOSAL:	Pre app enquiry: Single storey rear extension & alterations to fenestration			
LOCATION:	Ash Lodge, Hill Place, Bursledon, Southampton			
APPLICATION NO:	F/17/79789	APPLICATION TYPE:	FPP	DEL
DECISION:	09/03/2017	PERMIT		
PROPOSAL:	Alterations to roof to provide first floor living accommodation, to include 2no. dormer windows & single storey side & rear extension			
LOCATION:	13 Kingsway, Chandler's Ford, Eastleigh			
APPLICATION NO:	F/17/79842	APPLICATION TYPE:	FPP	DEL
DECISION:	09/03/2017	PERMIT		
PROPOSAL:	Change of use from mixed A1 and A3 to microbrewery (B1c) & bar (A4) with ancillary residential accommodation at first floor (C3), including minor external works			
LOCATION:	1 Bishopstoke Road, Eastleigh			
APPLICATION NO:	F/17/79839	APPLICATION TYPE:	FPP	DEL
DECISION:	09/03/2017	REFUSE PLANNING PERMISSION for		
PROPOSAL:	Construction of detached garage with first floor accommodation above			
LOCATION:	Green Acres, Blind Lane, West End, Southampton			
APPLICATION NO:	F/17/79882	APPLICATION TYPE:	FPP	DEL
DECISION:	09/03/2017	PERMIT		
PROPOSAL:	Single storey rear extension, following demolition of existing conservatory, single storey side extension & lean-to store			
LOCATION:	2 Victoria Glade, Gashouse Hill, Netley Abbey, Southampton			
APPLICATION NO:	T/17/79853	APPLICATION TYPE:	TPO	DEL
DECISION:	09/03/2017	CONSENT TO TREE WORKS for		
PROPOSAL:	Crown reduction to 1no. Yew tree			
LOCATION:	The Deck House The Green, Green Lane, Hamble-Le-Rice, Southampton			
APPLICATION NO:	Q/17/80121	APPLICATION TYPE:	ENQ	DEL
DECISION:	09/03/2017	A PLANNING APPLICATION IS NOT REQUIRED		
PROPOSAL:	PD Enquiry: Proposed new door to the side of the front entrance			
LOCATION:	The Pavilion, Grange Drive, Hedge End, Southampton			



APPLICATION NO:	C/17/79848	APPLICATION TYPE:	FPP	DEL
DECISION:	10/03/2017		PERMIT	
PROPOSAL:	Construction of 1no. two storey five bedroom dwelling & detached garage, following demolition of no's 1-3 Wessex Manor			
LOCATION:	Flat 1-3 Wessex Manor, Satchell Lane, Hamble-Le-Rice, Southampton			
APPLICATION NO:	F/17/79890	APPLICATION TYPE:	FPP	DEL
DECISION:	15/03/2017		PERMIT	
PROPOSAL:	Retention of 1.95m boundary fence along St. Marys Road & Woodlands Drive & raised roof to building			
LOCATION:	Coppice Ridge, 11 Hound Road, Netley Abbey, Southampton			
APPLICATION NO:	F/17/79921	APPLICATION TYPE:	FPP	DEL
DECISION:	17/03/2017		REFUSE PLANNING PERMISSION for	
PROPOSAL:	Replacement rear extension & alterations to roof to provide additional accommodation			
LOCATION:	15 Bridge Close, Bursledon, Southampton			
APPLICATION NO:	F/17/79925	APPLICATION TYPE:	FPP	DEL
DECISION:	14/03/2017		PERMIT	
PROPOSAL:	Single storey side extension			
LOCATION:	3 Kinsbourne Close, Thornhill, Southampton			
APPLICATION NO:	F/17/79935	APPLICATION TYPE:	FPP	DEL
DECISION:	15/03/2017		PERMIT	
PROPOSAL:	Single storey side & rear extension, following demolition of garage			
LOCATION:	16 Bowcombe, Netley Abbey, Southampton			
APPLICATION NO:	N/17/79952	APPLICATION TYPE:	TCA	DEL
DECISION:	14/03/2017		RAISE NO OBJECTION	
PROPOSAL:	Notification of intent: Crown reduction to 1no. Silver Birch by 30%			
LOCATION:	58 Victoria Road, Netley Abbey, Southampton			
APPLICATION NO:	F/17/79991	APPLICATION TYPE:	FPP	DEL
DECISION:	14/03/2017		PERMIT	
PROPOSAL:	Single storey rear extension, porch canopy & insertion of 1no. door to side elevation			
LOCATION:	115 Satchell Lane, Hamble-Le-Rice, Southampton			



At : 11:00

Purchase Ledger Aged Account Balances

Outstanding Balances by Month as at : 1 MAR 2017

User : ADM

Supplier Code	Supplier Name	Balance	Mar 2017	Feb 2017	Jan 2017	Dec 2016	Prior to and Nov 2016
A05	ALLSTAR	85.40	85.40	0.00	0.00	0.00	0.00
B01	BTBUS	315.25	160.24	155.01	0.00	0.00	0.00
B04	BGAS	99.89	99.89	0.00	0.00	0.00	0.00
C07	CANON	239.48	0.00	0.00	239.48	0.00	0.00
D01	D&D DISTRIBUTORS	220.00	0.00	220.00	0.00	0.00	0.00
E02	EBC	180.00	0.00	0.00	0.00	0.00	180.00
O010	OPUS	365.46	0.00	365.46	0.00	0.00	0.00
S012	SHB	390.04	0.00	390.04	0.00	0.00	0.00
S02	SWATER	507.04	204.59	302.45	0.00	0.00	0.00
S05	SGW	45.24	45.24	0.00	0.00	0.00	0.00
<i>Sub Total for Bought Ledger 1</i>		2,447.80	595.36	1,432.96	239.48	0.00	180.00
TOTAL PURCHASE LEDGER BALANCES		2,447.80	595.36	1,432.96	239.48	0.00	180.00

① Account debited 27/01/2017 recd 2/2/2017

② Inputting error - no account / payment outstanding
Correcting entry input.

Outstanding Balances by Month as at : 01/03/2017

A/C Code	Customer Name	Balance	Mar 2017	Feb 2017	Jan 2017	Prior Months	On A/c Pymnts
A08	ANGELFISH	812.00	0.00	812.00 ⁽⁷⁾	0.00	0.00	0.00
AF01	AFC HEDGE END TOWN	220.00	0.00	0.00	0.00	605.00 ⁽¹⁾	-385.00 ⁽¹⁾
B017	BLUES BAND	27.00	0.00	0.00	27.00 ⁽⁵⁾	0.00	0.00
B030	BITTERNE DUCKS FC	385.00	0.00	0.00 ⁽⁶⁾	0.00	825.00 ⁽¹⁾	-440.00 ⁽¹⁾
CSO1	CAROLINE SMITH	27.00	0.00	27.00	0.00	0.00	0.00
DE01	HELEN DEVEREUX	35.00	35.00	0.00	0.00	0.00	0.00
G05	GROGAN PLUMBING	-2.00	-1.00	0.00	0.00	0.00	-1.00 ⁽²⁾
H012	HAMBLE HOUNDS	20.25	0.00	0.00	0.00	20.25 ⁽³⁾	0.00
H023	HAMBLE/WARSASH FERRY	3,118.18	0.00	0.00	3,118.18 ⁽⁵⁾	0.00	0.00
H040	HAMBLE CLUB VETS FC	144.00	0.00	144.00 ⁽⁷⁾	0.00	0.00	0.00
H080	HAMBLE HISTORY	13.50	0.00	0.00	0.00	13.50 ⁽⁶⁾	0.00
L05	LONDON AIRWAYS	-60.00	0.00	0.00	0.00	0.00	-60.00
L09	G SALMON LAND ROVER	30.00	-60.00	0.00	0.00	90.00 ⁽⁴⁾	0.00
S011	SKY BLUES YOUTH	-8.00	-4.00	0.00	0.00	0.00	-4.00
S013	SOLENT VETS	60.00	0.00	0.00	0.00	270.00 ⁽¹⁾	-210.00 ⁽¹⁾
Total Sales Ledger No 1		4,821.93	-30.00	983.00	3,145.18	1,823.75	-1,100.00
TOTAL SALES LEDGER BALANCES		4,821.93	-30.00	983.00	3,145.18	1,823.75	-1,100.00

- ① Footballs teams invoiced for 10 or more matches in advance - paying on account.
- ② Overpayment - correcting entry already input.
- ③ ~~that~~ Second email chasing payment sent recently, requesting payment before 31/3/2017.
- ④ Duplicate invoice raised in error - correcting entry already input.
- ⑤ Cheque received this week.
- ⑥ Needs investigation.
- ⑦ Due 25/3/2017.
- B29 Already chased payment.