

Chesham Bois Parish Council

Councillor	Declared Interests
John Bailey	Director Trafalgar House Cowes Ltd, Director JM Metal holdings Ltd.
Danny Buckingham	Member of UKIP, the Conservative Party and the Chiltern Society.
Deborah Conway Read	Member of The National Trust, Berks, Bucks & Oxon Wildlife Trust, Royal Horticultural Society Art Fund and the Women's Equality Party.
Jonathan Harbottle	Owner of Land & Partners Ltd, Part Owner of Harbottle Estates Ltd, Trustee of Green Pastures Housing.
Richard Harrison	Member of The Conservative Party, The National Trust, The Chiltern Society, The Woodland Trust, Campaign for the Protection of Rural England and the Berks, Bucks & Oxon Wildlife Trust.
Ray Hartley	Owner of Pickwick Group Ltd, spouse owner of Pilates Health Physiotherapy.
Rob Heath	Employee of Billion Watt Associates.
David King	Company Director.
Jane Large	Occasional casual employment by Returning Officer for Chiltern District Council. Secretary, Friends of Guiding Amersham West District. Life Member of National Trust. Member Amersham District Residents' Association. Spouse is Director General of Confederation of Paper Industries and Director of Andrew Large Consulting Ltd
Clive Thomas	Director of Beechwood Close Residents Management Co Ltd, Spouse is Director of Royd Training. Volunteer for Young Carers Bucks. Member of The National Trust
Cathy Woolveridge	Finance Trustee for Shed @ The Park/The Theatre Shed. Treasurer for Amersham West District Guides. Committee Member for Chalfont Beekeepers.

Chairman's Report 14/05/2018

Annual Parish Meeting

On May 21st we will be holding the Annual Parish Meeting where we will be presenting information to parishioners on what this Council has achieved over the past year. I would encourage all councillors to attend so that we can provide information and gain valuable feedback for our future work.

The speaker will be Alison Bailey, a local historian and the talk will be on Local Suffragettes.

Working Groups

At the meeting on May 14 we will need to confirm the chairs and members of the Working Groups and Planning Committee. Please give this some thought so that each member can be included where they can add value.

At our meeting on May 14 I will be stepping down as Chair of the Chesham Bois Parish Council.

The past three years have involved considerable change and development and I have thoroughly enjoyed working with such a dynamic and solid team. I would like to thank Councillors for their tremendous effort and support during this time and look forward to remaining as a Councillor to support the new council.

Also I would like to thank Sam Payne our Clerk who has done a terrific job in developing and managing the role of Clerk and being the community face of the Council.

Thanks

Ray Hartley

Chairman

General Data Protection Regulation (GDPR)

Purpose of the Report

This report is to update Council on the EU GDPR legislation which comes into force on **25th May 2018** and replaces the Data Protection Act 1998 and the pending UK Data Protection Bill currently before Parliament.

Detail

Council is currently registered with the Information Commissioner's Office (ICO) as the 'Data Controller'¹ and is also a Data Processor². The Clerk and Councillors are Data Processors.

The GDPR will increase the rights of individuals over their personal data³ and tighten the obligations of all organisations to comply with new rules concerning the management of personal information.

Many of the GDPR's main concepts are similar to the 1998 Act in that personal data must be:

- i. processed⁴ lawfully, fairly and transparently;
- ii. used only for a specific purpose; - this means that individuals should be told what we are going to do with their personal data before we use it and consent to this use. How consent is obtained has changed 'data subjects'⁵ now need to opt in to allowing their data to be shared and it must be clear what purpose their data is being used.
- iii. accurate and up to date; inaccurate data should be deleted or corrected immediately. All data should be periodically checked to make sure it remains up to date.
- iv. retained no longer than necessary; and
- v. processed in a manner that ensures appropriate security and protection. – in lockable filing cabinets or password protected computer files. Names and addresses of individuals should not be left unattended.

Data Controllers must ensure that their data processors comply with the legislation and data processors must keep records of their processing activities. The new law means that both parties face a higher level of liability than they do under the existing law.

GDPR requires the appointment of a Data Protection Officer⁶. On 10th May 2018 MPs accepted the government amendment to the Data Protection Bill to exempt all parish and town councils in England from this requirement. Officials expect Royal Assent and the Bill coming into force by 25th May 2018.

Impact on Council

GDPR removes the requirement for Data Controllers to register with the ICO, instead Councils will need to pay an annual "data protection fee" which will be based on their size.

Council's current approach to compliance under existing law remain valid. However, new elements and enhancements which include new reporting requirements, new rules on obtaining consent, new rules on dealing with data breaches, increased fines and the writing of privacy notices will need to be prepared for. The most significant addition is a new 'accountability' requirement and greater emphasis on transparency and openness.

Council needs to be able to demonstrate compliance with the GDPR principles, provide individuals with extensive information about how their personal data is collected, stored and used and demonstrate that consent was given.

Action Plan

- 1. Data Audit:** The Clerk is currently documenting the personal data currently held by Council using the templates provided by both the National Association of Local Councils (NALC) and the Society of Local Council Clerks (SLCC).
- 2. Consent:** The Clerk will review existing consent, send out new consent forms where necessary and record how and when consent is obtained.
- 3. Documentation:** There are several documents that need to be put in place;
 - i. Data Processing Log: The Clerk will start a log for new activities. The log will record the description of the data to be collected, how it is processed and how long it is being retained.
 - ii. Privacy Notice & Privacy Policy: Council to adopt NALC's Privacy Notice for (a) the general public and (b) staff members and councillors. The Clerk will adapt the SLCC & NALC templates for Council to consider at their next meeting.
 - iii. Information & Data Protection Policy: The Clerk will adapt the SLCC template for Council to consider at their next meeting.
 - iv. Subject Access Requests Procedures: The Clerk will adapt the SLCC model procedure for Council to consider at their next meeting.
 - v. Data Retention & Disposal Policy: The Clerk will adapt the SLCC template for Council to consider at their next meeting.
- 4. Data Protection Officer (DPO):** NALC's advice is to appoint a DPO so that councils are GDPR compliant on 25th May should the amendment to the Data Protection Bill not be approved or the Bill not be in force by the 25th. Our Internal Auditor has offered to act as DPO to existing clients for a fee of £75 per annum.
- 5. Councillor Training:** Bucks & Milton Keynes Association of Local Councils is carrying out GDPR training for councils and councillors. This training is delivered to whole councils at council premises and is designed to provide an oversight and basic training in implementing and operating under the GDPR.

RECOMMENDATION

1. Council endorses the Action Plan.
2. Council adopts the draft Privacy Notice and Privacy Policy.
3. Council appoints IAC Audit & Consultancy as Council's Data Protection Officer, should the amended Data Protection Bill not be in force by 25th May 2018.

Year End at 31st March 2018

Current
YTD

Assets

CURRENT ASSETS	
Debtors	£4,330.00
Vat to be Claimed	£3,189.73
Total	£7,519.73
MONIES HELD	
Unity Current Account	£20,250.37
Unity Deposit Account	£5,671.10
Cambridge Building Society	£16,581.80
National Savings Account	£100,000.00
Other monies in hand	£21.90
Total	£142,525.17
Total Assets	£150,044.90

Liabilities

MONIES OWED SHORT TERM	
Creditors	£20,959.26
Receipts in Advance	£240.00
Accruals	£1,063.30
Total	£22,262.56
Total Liabilities	£22,262.56
Assets less Liabilities	£127,782.34

REPRESENTED BY:

Reserves		Spent YTD	Remaining
General Reserves	£57,687.81	£4,304.86	£53,382.95
Burial Ground Reserve	£5,000.00		£5,000.00
Common & Woodlands Reserve: 10 year Management Plan	£17,000.00		£17,000.00
Streetlighting Reserve	£26,250.00	£25,880.00	£370.00
Grants: Committed fete surplus	£1,760.00	£760.00	£1,000.00
LAF 50% Match Funding	£5,000.00	£4,003.00	£997.00
Replacement Office	£30,000.00		£30,000.00
Total Reserves	£142,697.81	£34,947.86	£107,749.95

Income & Expenditure
Account

£20,032.39

£127,782.34

2017/2018 Year End 31 March 18

Annual Budget	Actual YTD	Budget Remaining
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INCOME

Precept	£64,088.00	£64,088.00	0.00
Interest Received	£1,800.00	£1,018.08	781.92
Burial Ground Plots	£16,400.00	£10,967.00	5,433.00
Burial Ground Memorials	£1,000.00	£3,175.00	2,175.00
Burial Ground Other income	£4,000.00	£7,940.00	3,940.00
Wayleaves Income	£700.00	£790.54	90.54
Devolution Contribution	£2,700.00	£2,734.82	34.82
Licence Income	£5,200.00	£5,600.00	400.00
LAF Grants	£4,000.00	£4,000.00	0.00
Misc. Income	£20.00	£185.00	165.00
Total Income	£99,908.00	£100,498.44	590.44

EXPENDITURE

SALARIES, PAYE & NI

Clerk Salary	£18,100.00	£17,426.53	£673.47
Employers National Insurance	£3,000.00	£1,278.75	£1,721.25
Employers Pension Scheme	£3,400.00	£3,467.87	-£67.87
Total	£24,500.00	£22,173.15	£2,326.85

ADMINISTRATION

Photocopier Costs	£400.00	£365.23	£34.77
Stationery & Office Supplies	£100.00	£194.97	-£94.97
Telephone & Broadband	£425.00	£407.32	£17.68
Postage	£50.00	£32.64	£17.36
Office Rent	£500.00	£400.00	£100.00
Office Electricity	£800.00	£719.56	£80.44
Wages - Cleaning	£300.00	£300.00	£0.00
Equipment & Software	£3,000.00	£2,540.83	£459.17
Training - Clerk	£900.00	£705.00	£195.00
Training - Councillors	£150.00	£263.85	-£113.85
Subscriptions	£1,000.00	£801.11	£198.89
Insurance	£1,500.00	£1,403.27	£96.73
Digital Mapping	£5,000.00	£3,090.00	£1,910.00
Website	£500.00	£100.00	£400.00
APM/Elections/Public Meetings	£0.00	£0.60	-£0.60
Audit & Accountancy Fees & Bank Charges	£1,200.00	£1,215.75	-£15.75
Advertising	£200.00		£200.00
Clerk/Cllr/Sundry Expenses	£125.00	£253.85	-£128.85
Total	£16,150.00	£12,793.98	£3,356.02

BURIAL GROUND

Burial Ground Maintenance	£17,000.00	£8,072.81	£8,927.19
Water	£150.00	£23.42	£126.58
Electricity	£60.00	£85.09	-£25.09
Sexton Costs/Wages	£3,950.00	£3,245.04	£704.96
Renovation	£2,000.00	£2,414.00	-£414.00
Chapel Maintenance	£1,000.00		£1,000.00
Advertising	£1,700.00	£1,631.00	£69.00
Contingency Fund	£2,000.00	£274.43	£1,725.57
Total	£27,860.00	£15,745.79	£12,114.21

COMMON & WOODLANDS

Ground Maintenance	£10,000.00	£2,842.83	£7,157.17
Pond Maintenance	£2,200.00	£990.00	£1,210.00
Tree Inspections	£2,000.00	£300.00	£1,700.00
Emergency Treework	£10,000.00	£9,802.40	£197.60
Dog Bin Maintenance	£1,800.00	£1,355.91	£444.09
Seats/Bins/Noticeboards			£0.00
Management Plan	£16,000.00	£1,100.00	£14,900.00
Chiltern Society Work	£2,500.00	£990.11	£1,509.89
Sundry Expenses	£150.00		£150.00
Total	£44,650.00	£17,381.25	£27,268.75

General Reserves Expenditure Funded Reserve

£4,304.86**TRANSPORT & HIGHWAYS**

Streetlights Maintenance	£2,500.00	£2,325.00	£175.00
Streetlights Electricity	£3,200.00	£3,011.98	£188.02
General Costs	£1,500.00	£2,108.00	-£608.00
Devolved Services: Grass Cutting/Sign Cleaning	£2,900.00	£2,874.25	£25.75
Devolved Services: Footpath Maintenance	£1,500.00	£600.00	£900.00
Devolved Services:Hedge Maintenance	£600.00		£600.00
Total	£12,200.00	£10,919.23	£1,280.77

Transport Expenditure Funded Reserve

£25,880.00

LAF Funded Reserve

£4,003.00**VILLAGE COMMUNITY**

Events	£800.00	£910.81	-£110.81
Christmas Tree/Lights	£300.00	£350.00	-£50.00
Communications	£500.00	£191.84	£308.16
Total	£1,600.00	£1,452.65	£147.35

GRANTS

Funded from Grants Reserve

£760.00

Total **£0.00** **£760.00****Total Expenditure** **£126,960.00** **£115,413.91****NET SURPLUS(DEFICIT) Before Reserve****Transfer** **-£27,052.00** **-£14,915.47****Reserve Transfers** £34,947.86**NET SURPLUS(DEFICIT) After Reserve****Transfer** **£20,032.39**

Balance Sheet

APRIL 2018

Actual
YTD

Assets

CURRENT ASSETS	
Debtors	£6,350.00
Vat to be Claimed	£3,700.89
Total	£10,050.89
MONIES HELD	
Unity Current Account	£9,801.69
Unity Deposit Account	£35,960.10
Cambridge Building Society	£16,581.80
National Savings Account	£100,000.00
Other monies in hand	£42.50
Total	£162,386.09
Total Assets	£172,436.98

Liabilities

MONIES OWED SHORT TERM	
Creditors	£9,071.39
Receipts in Advance	£353.73
Accruals	£0.00
Total	£9,425.12
Total Liabilities	£9,425.12
Assets less Liabilities	£163,011.86

REPRESENTED BY:

Reserves		Spent YTD	Remaining
General Reserves	£30,250.34		£30,250.34
Burial Ground Reserve	£9,635.00		£9,635.00
Common & Woodlands Reserve: 10 year Management Plan	£32,397.00		£32,397.00
Streetlighting Reserve	£21,500.00		£21,500.00
Grants: Committed fete surplus	£1,000.00		£1,000.00
LAF 50% Match Funding	£3,000.00		£3,000.00
Replacement Office	£30,000.00		£30,000.00
Total Reserves	£127,782.34	£0.00	£127,782.34

Income & Expenditure Account | £35,229.52

£163,011.86

Chesham Bois Parish Council: Income & Expenditure

APRIL 2018**INCOME**

	Annual Budget	Current Period	Current YTD	Budget Remaining
Precept	£71,778.00	£35,889.00	£35,889.00	35,889.00
Interest Received	£1,000.00	£86.66	£86.66	913.34
Burial Ground Plots	£16,400.00	£1,800.00	£1,800.00	14,600.00
Burial Ground Memorials	£2,000.00			2,000.00
Burial Ground Other income	£10,000.00	£500.00	£500.00	9,500.00
Wayleaves Income	£700.00			700.00
Devolution Contribution	£2,734.82	£2,734.82	£2,734.82	0.00
Licence Income	£5,340.00	£20.00	£20.00	5,320.00
2018 Fete Income		£450.00	£450.00	450.00
Misc. Income	£150.00			150.00
Total Income	£110,102.82	£41,480.48	£41,480.48	68,622.34

EXPENDITURE

SALARIES, PAYE & NI

Clerk Salary	£18,500.00	£1,461.42	£1,461.42	£17,038.58
Employers National Insurance	£1,650.00	£104.80	£104.80	£1,545.20
Employers Pension Scheme	£3,700.00	£290.82	£290.82	£3,409.18
Total	£23,850.00	£1,857.04	£1,857.04	£21,992.96

ADMINISTRATION

Photocopier Costs	£300.00			£300.00
Stationery & Office Supplies	£250.00	£21.60	£21.60	£228.40
Telephone & Broadband	£425.00	£33.38	£33.38	£391.62
Postage	£200.00	£1.40	£1.40	£198.60
Office Rent	£400.00			£400.00
Office Electricity	£750.00			£750.00
Wages - Cleaning	£300.00	£25.00	£25.00	£275.00
Equipment & Software	£1,265.00			£1,265.00
Training - Clerk	£200.00			£200.00
Training - Councillors	£320.00			£320.00
Subscriptions	£1,000.00	£546.52	£546.52	£453.48
Insurance	£1,600.00			£1,600.00
Digital Mapping	£300.00			£300.00
Website	£400.00			£400.00
APM/Elections/Public Meetings	£400.00			£400.00
Audit & Accountancy Fees & Bank Charges	£1,200.00	£275.00	£275.00	£925.00
Advertising	£200.00			£200.00
Clerk/Cllr/Sundry Expenses	£150.00			£150.00
Total	£9,660.00	£902.90	£902.90	£8,757.10

BURIAL GROUND

Burial Ground Maintenance	£12,800.00	£450.00	£450.00	£12,350.00
Water	£40.00			£40.00
Electricity	£120.00			£120.00
Sexton Costs/Wages	£4,000.00	£376.67	£376.67	£3,623.33
Memorial Safety	£2,000.00			£2,000.00
Chapel Maintenance	£500.00			£500.00
Advertising & Marketing	£7,000.00	£607.00	£607.00	£6,393.00
Total	£26,460.00	£1,433.67	£1,433.67	£25,026.33

COMMON & WOODLANDS

Ground Maintenance	£8,000.00			£8,000.00
Pond Maintenance	£2,200.00	£790.00	£790.00	£1,410.00
Consultancy & Tree Inspections	£2,700.00			£2,700.00
Emergency Treework	£10,000.00	£510.00	£510.00	£9,490.00
Dog Bin Maintenance	£2,200.00			£2,200.00
Management Plan	£10,000.00			£10,000.00
Chiltern Society Work	£1,600.00			£1,600.00
Sundry Expenses	£150.00			£150.00
Total	£36,850.00	£1,300.00	£1,300.00	£35,550.00

General Reserves Expenditure Funded Reserve

TRANSPORT & HIGHWAYS				
Streetlights Maintenance	£2,500.00	£209.10	£209.10	£2,290.90
Streetlights Electricity	£3,000.00			£3,000.00
General Costs	£1,000.00			£1,000.00
Devolved Services	£3,600.00	£378.25	£378.25	£3,221.75
MVAS	£500.00			£500.00
Total	£10,600.00	£587.35	£587.35	£10,012.65
Transport Expenditure Funded Reserve				
LAF Funded Reserve				
VILLAGE COMMUNITY				
Events	£1,800.00			£1,800.00
Fete	£1,500.00	£170.00	£170.00	£1,330.00
Christmas Tree/Lights	£400.00			£400.00
Good Neighbourhood Scheme	£300.00			£300.00
Communications	£750.00			£750.00
Total	£4,750.00	£170.00	£170.00	£4,580.00
GRANTS				
Funded from Grants Reserve				
Total	£0.00	£0.00	£0.00	
Total Expenditure	£112,170.00	£6,250.96	£6,250.96	
NET SURPLUS(DEFICIT) Before Reserve Transfer	-£2,067.18	£35,229.52	£35,229.52	
Reserve Transfers		£0.00	£0.00	
NET SURPLUS(DEFICIT) After Reserve Transfer		£35,229.52	£35,229.52	

Common, Woodlands & Burial Ground Maintenance Working Group Report 8th May 2018

1. Update on current work

The tree work resulting from the safety survey has now been completed as well as almost all the work to overhanging trees around the cricket pitch – a couple of items didn't get done and will now be left until the end of the cricket season.

We have obtained planning permission to fell 3 ash trees and a sycamore on common land adjacent to 129 Chestnut Lane; this is connected to a subsidence claim and we will consider replanting a couple of trees when the weather is suitable in the Autumn. Other re-planting has been promised : one tree to replace a large felled oak outside 2, Bois Avenue and a couple of trees adjacent to 111, Chestnut Lane.

2. Management Plan for the Common and Woodlands

Adjustments have been made to the draft plan in the light of comments from CDC's Tree Officer and the final version has been submitted to the Forestry Commission. Having had two site meetings with the FC officer, we are expecting that we will finally get approval.

3. Burial Ground Maintenance

The Chalfont Beekeepers have put up a fence and planted a hedge in the corner of the meadow adjacent to the Burial Ground and so far they have moved one hive to this site. They have created a path through the hedge by the burial ground shed and there is a locked gate to prevent public access.

We have identified a plinth for a bench seat that is situated half way up the hill on the circle round the tree in the Formal Burial Ground. This seems ideal as a resting point for people climbing the hill to the top of the burial ground and we would like to place a new bench on this existing plinth before we hold our Open Day. Council is asked to approve a capital expenditure from burial ground reserves of approx £400 to purchase and install this new bench.

Council Meeting May 2018

Burial Grounds Management Working Group Report

Progress Against Defined Tasks

Ongoing Task for Working Group	Details of Latest Progress
Establishing a marketing plan for the Burial Ground	<p>Full Council in November 2017 agreed an additional budget in 2018-19 to develop a new marketing and advertising strategy.</p> <p>A Commissioning brief, giving the results of market research carried out by the Working Group, and inviting proposals for improvements to website and SEO and a series of promotional material aimed at both local Funeral businesses and the public was sent out in April.</p> <p>Quotes were received back from all five companies approached, with two companies shortlisted by the Working Group. The winning bidder was appointed on 3rd May. Project completion scheduled for 6th July.</p>
Improving Burial Ground Profile	<p>Working Group will continue develop activity to increase the profile of the Burial Grounds, including working towards running a Burial Ground Open Day in summer 2018.</p> <p>Working Group has asked the Clerk to investigate assigning a unique postcode to the burial ground. The Clerk is also looking to provide for improved roadside signage on the approach from the centre of the village. Clerk has already been working with Google maps to ensure more accurate pin location when Burial Grounds searched.</p> <p>Cllr Large has agreed to write a 500-word article on the burial ground for a future edition of Bois Own, describing the latest initiatives.</p>
Updating electronic database to reflect best practice and to enable smooth link with data from the digital mapping of the burial ground. Eventually this will enable some information to be searchable by the general public online.	<p>Clerk working through identified anomalies.</p> <p>Clerk will commission Pear to create accurate map of Woodland Burial Ground. Pear made an initial map of the New Formal grounds on 8th February, over which a grid with plots will be laid to construct a full map. The budget for this work has been rolled forward to the current financial year, and it is expected to be completed this quarter.</p> <p>Summary maps of the Grounds will be available on the public noticeboard once installed, in line with best practice.</p>
Agreeing a new numbering system for the New Formal and Woodland Burial Grounds to fit more logically with the database, and make it easier	<p>Agreed by Full Council in November 2017</p> <p>Clerk will reissue grants for those plots in Original Formal(2), New Formal(14) and Woodland Burial Ground (82) that are affected. Position of ashes caskets within plots will be uniquely identified by a lettering system</p>

for future plots to be identified, sold and managed.	agreed and will be reflected in the records and admin system going forward.
Preparation of celebration of centenary of Burial Grounds in 2024.	Working Group in February 2018 noted the centenary and discussed various ideas for future work. Further detailed work can be taken forward after the initial marketing exercise is complete.

Other Items

The Council has been contacted by a resident who believes that over time the number of benches in the burial ground has been reduced. The Clerk has notified the Working Group of one bench which was removed as requiring repair in 2015: this has left a vacant plinth near the central bed in the Formal Burial ground, which would be well served by a new bench. One additional bench was installed, with a commemorative plaque to Martin Phillips, in the new formal burial ground last year. It is intended to increase the number of benches in the burial grounds over time (not least to support less able visitors as they walk up to the top of the burial grounds), and the burial ground website page offers details to mourners of bench donations that may be made in memory of a loved one.

Action for Council

Councillors are invited to note the progress against objectives made.

We are grateful to Cllr Thomas and the Woodlands, Common and Burial Ground Maintenance Working Group for the ongoing improvements to the Burial Ground environment, the reinstatement of the wooden sign from the formal burial ground to the top entrance of the Woodland burial ground, and for future plans to repaint the interior of the Chapel and to place a new bench on the vacant plinth.

Jane Large
May 2018

14 May 2018 Council Meeting: Payments & Receipts				
	NET	VAT	Amount	
Amersham Business Services	£13.60	£2.72	£16.32	A4 Copier Paper
Bois Own	£90.00		£90.00	Burial Ground Advert & Village Fete Promotion
Buckland Landscapes Ltd	£852.87	£170.57	£1,023.44	April 18: Grounds Maintenance
Clearwater Pond Mgmt	£790.00	£158.00	£948.00	April 18 Pond Maintenance Visit + Chalk Application
DCK Beavers	£50.00	£10.00	£60.00	April & May 18 Payroll Administration
D P Green Countryside	£5,040.00	£1,008.00	£6,048.00	Treework following Feb 18 Tree Inspection
IAC Audit & Consultancy LTD	£250.00	£50.00	£300.00	Internal Audit April 18
ICCM	£90.00		£90.00	Annual Membership
Instant Promotions (UK) Ltd	£777.50	£155.50	£933.00	Events: Gazebo
JRB Treework	£750.00		£750.00	Emergency Treework: Burial Grd & Common
Mrs S Payne	£14.99		£14.99	Wireless Mouse for laptop
The Record Shop	£840.00	£140.00	£986.00	Events: Speakers & wireless microphone system
Ridgeway Woodlands	£210.00		£210.00	Emergency Treework: Manor Drive
Southern Electric	£203.10	£38.60	£247.70	April 18 Street Lighting Electricity
St Leonards Church	£30.00		£30.00	Parish Centre Hire for Management Plan Consultation
Toolshed	£378.25	£75.65	£453.90	April 18 Grass Verge Maintenance
Utility Warehouse	£33.38	£6.67	£40.05	April 18 Telephone/Broadband
Staff Salaries	£1,724.78		£1,724.78	May 18 Salaries & Pensions
Petty Cash	£700.00		£700.00	Float for 2018 Fete
			£14,666.18	
RECEIPTS				
Bucks County Council			£2,734.82	Devolved Services Contract
Chiltern District Council			£35,889.00	2018/19 Precept 1st Tranche payment
Fete Stalls			£180.00	Fete Stalls
Mark Scott Construction			£300.00	Parking Licence for South Road Layby
NS&I Savings			£86.66	April 18 interest
			£39,190.48	

