

ASTON, COTE, SHIFFORD & CHIMNEY PARISH COUNCIL

CLERK'S BRIEFING NOTES

PARISH COUNCIL MEETING ON 4 June 2020

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Prepared by Elaine Anstee
28 May 2020

Aston, Cote, Shifford and Chimney Parish Council

Agenda Item 9

Correspondence – All by email

Aston, Cote, Shifford and Chimney Parish Council**Agenda Item 11e**

ST MARY'S, SHIFFORD
 c/o Mrs Marilyn Ordish
 15 Woodbridge Close
 Aston, Bampton
 OX18 2DB

marilyn.ordish@btinternet.com

21 May 2020

Mrs Elaine Anstee
 16 Foxwood
 Aston
 OX18 2DZ

Dear Helen

Grant from Aston, Cote, Shifford & Chimney Parish Council

On behalf of St Mary's, Shifford I am writing to request a grant towards the cost of grass cutting for the present year 2020.

A copy of our 2019 accounts is attached, where you will see we spent £270 during the year.

Regards,

Marilyn Ordish
 Treasurer
 St Mary's, Shifford

ST Mary's Shifford

INCOME AND EXPENDITURE FOR YEAR 2019

INCOME		2019	2018
Collections: Cash	224.25		
Planned Giving	264		
Gift Aided giving	521.35	1009.6	1130.33
Donations		300	0
Grant grass cutting		180	300
Interest CCLA		329.28	368.86
Funeral fees		478	0
Children's Society		192.56	217.49
Gift Aid		282.77	266.98
Misc - contra entry		100	0
Transfer from CCLA		0	3000
Clergy			160
	£	2872.21	5443.66

Aston, Cote, Shifford and Chimney Parish Council

EXPENDITURE	£	£
Parish Share	2672.07	2462.28
Church Maintenance	257.4	225.06
Electricity	164.61	138.82
Insurance	666.93	1118.88
Ministry	40	247.2
Accountants fees	64	0
Grass Cutting	270	180
Children's Society x 2	410.56	165
Parish Administrator	177.63	0
Misc - contra cheque	100	0
Running Costs	0	99.98
Church Fire Security	0	142.72
	£ 4823.2	4779.94

CCLA FUNDS

62743300 1S	SHARES	
GENERAL FUND		8349.1
62743300 2S	SHARES	
RESTRICTED FUNDS		7837.09
62743300 1D	DEPOSIT	
RESTRICTED FUNDS		3548.32
		19734.51

Accounts prepared 20 January 2020

Marilyn Ordish

Aston, Cote, Shifford and Chimney Parish Council

Agenda Item 11d

On behalf of St James Church, Aston, Oxfordshire.

Mrs Elaine Anstey
Clerk to the Aston, Cote, Shifford & Chimney Parish Council
Foxwood
Aston
Bampton
Oxfordshire

22 May 2020

Dear Mrs Anstey

Re: St James' Church – Grant for the Maintenance of the Churchyard - 2020

I am writing to you in regard to the maintenance of the churchyard of St James' in Aston, and to ask whether the grant, which the Parish Council has very kindly made available in the past, will be available for the costs which were incurred during 2019.

As with previous years we continue to suffer from higher running costs. This has
We have continued with our contractor, and he is providing us with an excellent and resulted in there being a fine balancing act between our income and expenditure.

reliable service, charging a pay per cut fee. During 2019 we spent £616 (see accounts page 3)
With this figure in mind I would like to ask if the Parish Council would continue with a grant.
I am sure you will agree that keeping the graveyard tidy has an important role in the overall appearance of the Village and is important to those who have relatives buried in the graveyard.

I have included a copy of our accounts and highlighted our expenditure on the churchyard for 2019 and hope that the Parish Council will be able to continue its support for which we are very grateful.

Yours sincerely

John Ordish
Honorary Treasurer

Clerk's Briefing Notes – 4 June 2020
Aston, Cote, Shifford and Chimney Parish Council

ANNUAL ACCOUNTS FOR ST JAMES' CHURCH, ASTON - 2019

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	2019		2018	
	£	£	£	£
INCOME (General Funds)				
Collections				
Collections	2787.93		3740.46	includes baptisms
Carol service	153.94			
TOTAL Collections		2941.87		
Planned Giving				
Envelopes Gift Aid		included in collections	179.50	
Envelopes Non Gift Aid			105.00	
Direct debit	4358.00		3440.00	
TOTAL Planned Giving		4358.00		3724.50
General Fund Raising				
Christmas Concert	152		182.2	
Sale				
Harvest supper			144.91	
Fete	94.20			
Soup Lunch	531.05		545.81	
Afternoon Tea	287.50		265.00	
trail	57.00			
Cross	517.00			
Gnomes			105.00	
General fund raising			513.00	
Christmas sale				
TOTAL Fund Raising		1173.45		2564.22
Other Income				
Electric rebate	809.67			
Donations	975.63		735.00	
Share				
Fire rebate	100.00			
Visiting clergy			554.00	Visiting clergy during interregnum
Bellringers	12.50		126.00	
transfers	1761.25		108.00	
OHCT - Cycle Ride Returned			92.5	
TOTAL Other Income		3659.05		1615.50
Interest Income				
Tax reclaimed - Gift Aid(General)	1788.20		1062.82	
TOTAL Interest Income		1788.20		1062.82
Fees Received				
Marrage and Funerals DD	162		1066	
Marrage and Funerals	474		1992.8	
TOTAL Fees Received		636.00		3058.80
TOTAL INCOME (General Funds)				
				15766.30
INCOME (Restricted Funds)				
Trading Income				
Contact Sales	204.00		223.25	
TOTAL Trading Income (R)		204.00		223.25
Other Income				
Field rent	150.00		300.00	
Insurance				
Total other income		150.00		300.00
Fund Raising (Restricted)				
Childrens Society	95.00			
Christian aid				

Clerk's Briefing Notes – 4 June 2020
Aston, Cote, Shifford and Chimney Parish Council

ANNUAL ACCOUNTS FOR ST JAMES' CHURCH, ASTON - 2019

Page 2

Church Army (R) 44.22

TOTAL Fund Raising (R) 139.22

TOTAL Restricted Funds 493.22

Grants

BVCS (DD) 500

Historic Churches Trust

Parish Council 700.00 720.00

TOTAL Grants (R) 1200.00 720.00

TOTAL INCOME 16249.79 minus 213.43 not paid into account
but into PCC account

Total into bank 16249.79 - 213.27 = 16036.52
total bank statement

16036.52 + 565.75 (Cheque credit) =£16602.27

Cheque credited into account in December
and then paid out

EXPENDITURE (General Funds)

Administration

Music licence 77.28 75.36

Audit costs 182.00

Contact magazine 249.00 338.00

TOTAL Administration 508.28 413.36

Charitable Giving

Childrens Soc. 78.00 135.61

Church Army 95.52

Embrace(Bible Lands) 216.00 216.00

Sobell House

TOTAL Charitable Giving 389.52 351.61

Honoraria

Organist 135.00 135.00

TOTAL Honoraria 135.00 135.00

Ministry

Parish Share 6676.00 7386.46

TOTAL Ministry 6676.00 7386.46

Fund Raising Costs

Harvest supper 89.00

Bells 69.00

TOTAL Fund Raising Costs 0.00 158.00

Clerk's Briefing Notes – 4 June 2020
Aston, Cote, Shifford and Chimney Parish Council

ANNUAL ACCOUNTS FOR ST JAMES' CHURCH, ASTON - 2019

Page 3

	2019 £		
EXPENDITURE (General Funds) Cont..			
Maintenance			
Church general	2067.65	1037.37	
Fire Protection	384.32	47.74	
chairs			
Lightening Conductor		155.00	
TOTAL Maintenance	2451.97	1240.11	
Special cost			
Transfers	114.20		
Contra cheque	565.75		Undated cheque paid in and then paid out
Items Bought			
Books		299.75	
School Bibles	299.75	442.96	
Special Items			
TOTAL Items	1979.70	742.71	
Running costs			
Drainage Board		2.00	
Electricity	1680.00	1680.00	
Grass	616.00	440.00	
Ministry Supply cover		1041.38	
Insurance	2414.40	2353.67	
TOTAL Running costs	4710.40	5517.05	
TOTAL EXPENDITURE (General Funds) 16120.30			
EXPENDITURE (Restricted Funds)			
Fees Paid Out			
Funerals - ODBF	31131	146	
rganist Shifford	403.00		Transferred to runng costs
TOTAL Fees Paid Out (R)	714.31	146	
Trading Costs			
TOTAL Trading Costs (R)	0.00		Transferred to administation
Miscellaneous			
TOTAL EXPENDITURE 17890.11			
		16266.3	

Aston, Cote, Shifford and Chimney Parish Council

(16602.27 +3209.37) 19811.64 - 17890.11 = **1921.** closing balance 2019

TOTAL SURPLUS

743.25

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ANNUAL ACCOUNTS FOR ST JAMES' CHURCH, ASTON - 2019

INCOME / EXPENDITURE

Account Balances

31/12/2019

31/12/2018

Closing Balance - Year End 2019

Amenity Fund - HSBC	723.6	82.38	payments in 2402.47 +82.38 =248.85 minus payments out 176125 = 723.6
Bell Fund - HSBC	2278.08	2261.05	payments in 17.05 +2261.05 = 2278.08
Choir Fund - HSBC			
Current Account - HSBC	1921.53		

TOTAL 'Cash in Bank' at Year End

4923.21

5552.8 All Accounts

Closing Balance for 2019 CURRENT ACCOUNT

Total Income current acc.

Total (A)

19811.64

Less Total Expenditure for 2019 (B)

17890.11

Total 'Cash' at Year End 2019 (A-B)

1921.53

Hon Treasurer: Mr J. Ordish

24-Apr-20

Aston, Cote, Shifford and Chimney Parish Council

Agenda Item 11f

Dear Elaine,

Would you please add to the agenda of the next Parish Council Meeting an item from the Aston Parish Community Minibus (APCM) Committee.

It is a request for the Parish Council Committee to consider making a donation to the APCM Charity (Registered Charity No 1063777) to enable it to continue to supply its valuable service to the residents of Aston and surrounding villages.

Without donations the minibus runs at a loss and would therefore have to cease operating.

With Covid-19, and the government restrictions, our income this year has been greatly reduced, but we still have the fixed costs - insurance, road fund licence, MOT, service, etc. - to pay.

Please find attached a copy of the 2019 Accounts.

I have also attached a copy of the APCM Summary of Accounts going back to 2002.

I have attached the Summary of Accounts to demonstrate our reliance on generous donations from individuals and organisations, such as the Parish Council, to enable us to continue to provide a much needed service to the community of Aston and surrounding villages.

The bottom line shows that with the exception of only six years since 2002, without donations, we have been showing a financial loss.

I sincerely hope that the Parish Council will look favourably upon the APCM Committee's request for a donation.

Thank you in anticipation.

Regard

Tony Harris

Treasurer

Aston Parish Community Minibus (APCM)

Aston, Cote, Shifford and Chimney Parish Council

Aston Parish Community Minibus

Accounts for Period 1st. January - 31st. December 2019

Income:	Expenditure:		
£	£		
471.59	660.09	Fares	Fuel (Inc Admin)
2,443.45	255.00	Hire	Road Fund Licence
National Trust Visit	-	Insurance	796.24
Donations	1,200.00	MOT	50.00
Bank Interest	-	Maintenance	1,329.93
Postage (Tokens)	-	Postage (Tokens)	-
Aston Village Fete	-	Gratuity	-
Transfer	-	Administration	-
Insurance Excess	250.00	Parking	-
		Driver's Medical	50.00
		Aston Village Fete	-
Transfer	-	Totals:	£ 4,365.04
Totals:	£ 3,141.26		

Income less Expenditure:£ 1,223.78

B/F 31 Dec 2018:

Current A/C	8,027.10
Tokens (NT)	-
Tokens (WODC)	-
Total:	£ 8,027.10 C/F 1st. January 2019
Deposit A/C (31 Dec 2018)	181.92
	0.36
	-
	-
Interest	
Transferred from Current A/C	
Transferred to Current A/C	
Total:	£ 182.28
Totals For 2019	
Total B/F Dec 2018	8,027.10
Income less Expenditure:	1,223.78
Current A/C	9,250.88
Deposit A/C	182.28
Total Assets:	£ 9,433.16

Aston, Cote, Shifford and Chimney Parish Council**Agenda Item 14a****Financial Matters****1. Cash Balances**

£

UNITY TRUST CURRENT ACCOUNT

Balance at 30 April 2020	24,508.67
May payments	(1241.60)

May Receipts – OCC Grass cutting Grant	1048.60
Balance at 30 April 2020	<u>24,315.67</u>

CCLA INVESTMENT ACCOUNT

Balance at 30 th April 2020	48,597.88
Transactions in month of April	24.47

Balance at 31st May 2020	<u>48,622.35</u>
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TOTAL CASH HOLDING AT 31st May2020	<u>£72,938.02</u>
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