

Chairman: Cllr Ian Kitson

Clerk: Mrs Miriam Edwards  
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## MINUTES OF THE ANNUAL PARISH COUNCIL MEETING

Monday 16<sup>th</sup> June 2025 at 7.30pm, held at the Hurstbourne Tarrant Community Centre.

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### Councillors present:

Cllr Ian Kitson

Cllr Mark Thomas

Cllr John Bentley

Cllr Neil Hedger

Clerk

### **1. TO ELECT A CHAIRMAN OF THE COUNCIL**

1.1 Councillor Thomas asked councillors for nominations for the office of Chairman of the Parish Council. Councillor Ian Kitson was proposed by Cllr Thomas, seconded by Cllr Hedger, and elected unanimously to the office of Chairman.

### **2. TO ELECT A VICE CHAIRMAN OF THE COUNCIL**

2.1 The Chairman asked councillors for nominations for the office of Vice Chairman of the Parish Council. Councillor Mark Thomas was proposed by Cllr Kitson, seconded by Cllr Bentley, and elected unanimously to the office of Vice-Chairman.

### **3. TO RECEIVE DECLARATIONS OF ACCEPTANCE OF OFFICE**

3.1 Declarations of acceptance of office were duly signed by the Vice Chairman and returned to clerk for counter signature and filing.

### **4. TO AGREE COUNCILLORS' RESPONSIBILITIES FOR THE MUNICIPAL YEAR 2025/26**

4.1 Councillors agreed the following portfolios:

- Councillor Kitson – allotments, tree warden
- Councillor Thomas – footpaths, volunteering and HTCC Liaison
- Councillor Russell – finance/internal control, SWIFTS
- Councillor Williams – Planning, Upton/Pill Heath liaison
- Councillor Bentley - play equipment, sustainability, youth engagement
- Councillor Hedger - road safety

### **5. TO COMPLETE THE ANNUAL UPDATE OF REGISTER OF INTERESTS**

5.1 Councillors confirmed there were no changes to their declarations of interest.

### **6. TO AGREE A CHAIRMAN'S ALLOWANCE**

6.1 The Chairman's allowance, for urgent or emergency payments in between meetings such as condolences, was discussed.

**RESOLVED:** Approved the setting up of a chairman's allowance of £150.00 in

2025/26, as a budgetary figure, and expenses to be claimed as necessary.

**7. TO INSPECT ANY DEEDS AND TRUST INVESTMENTS IN THE CUSTODY OF THE COUNCIL**

7.1 There were no deeds or investments which required review, therefore no action taken.

**8. TO DETERMINE THE TIME AND PLACE OF ORDINARY MEETINGS OF THE COUNCIL UP TO AND INCLUDING THE NEXT ANNUAL MEETING**

8.1 Councillors agreed the list of dates for future meetings provided by the Clerk, and to hold them at the Hurstbourne Tarrant Community Centre:

21 <sup>st</sup> July 2025	19 <sup>th</sup> January 2026
15 <sup>th</sup> September 2025	16 <sup>th</sup> February 2026
20 <sup>th</sup> October 2025	16 <sup>th</sup> March 2026
17 <sup>th</sup> November 2025	20 <sup>th</sup> April 2026
15 <sup>th</sup> December 2025	18 <sup>th</sup> May 2026 - APCM/APM

Reviews of standing orders & financial regulations, policies & procedures, assets & land, and insurance cover were carried out at other meetings during the municipal year. Consideration of subscriptions falling to be paid annually was made during budget setting.

**9. APOLOGIES FOR ABSENCE**

9.1 Apologies were received from Cllr Louisa Russell and Cllr Jamie Williams.  
RESOLVED: Councillors unanimously agreed the absences.

**10. DECLARATIONS OF INTEREST**

10.1 There were no declarations of interests relating to items on the agenda, including the Council's external auditor, or requests for dispensations, in accordance with the Council's code of conduct.

**11. MINUTES OF PREVIOUS MEETING**

11.1 Councillors agreed and approved the minutes of the last meeting which was held on 17<sup>th</sup> March 2025, and which were signed by the Chairman.

**12. ACTIONS ARISING**

- 12.1 Clerk to contact the contractor for the wooden climbing frame on KGV. It had begun to deteriorate but was only around 8-9 years old. Carried forward.
- 12.2 Zipwire mound – the grass had worn. Contractor to be asked to suggest repair options and monitor during the growing season. The contractor had suggested installing rubber grass mats when the ground was less hard but was not responsible for it under the terms of the installation.

**13. PUBLIC PARTICIPATION**

- 13.1 There were two members of the public present.
- 13.2 There had been a flurry of conversation about fly tipping on private land in Ibthorpe on a local residents' chat group. In 2016, the landowner had given permission for waste disposal, but there were no licences in force. In March, a Google earth photograph showed a large patch of rubbish on the land. It was agreed to bear this

in mind, and update as necessary as to whether further action might need to be taken by the parish council.

#### **14. PLANNING**

Councillors discussed the following applications:

- 14.1 25/00830/FULLN | New garage with accommodation over, single storey extensions and first floor extension | **Herbsland House Stoke Road HBT**. The application had been withdrawn pending further bat surveys.
- 14.2 25/00505/FULLN | Demolition of shed, erection of dwelling with associated access, parking, landscaping and private amenity space, removal of 2 trees | **Land Adjacent Haymans House Horseshoe Lane Ibthorpe**. There had been several objections on various grounds from neighbours including the size and location should be altered, and there was no reference to the Village Design Statement. The Planning Officer had attended the site and spoken to all neighbours, which was unprecedented, and therefore it was anticipated that the application as it stood would be declined by the council.
- 14.3 25/01293/FULLN | Change of use from a holiday unit to allow for the building to be used by Mr John Mills and/or Mrs Sarah Mills as their sole and main residence (personal permission) for a temporary period at the end of which the use of the building would revert to a holiday unit | **Parsonage Farm Upton**. The applicants were a longstanding family who required the property as a permanent residence owing to a change in circumstances rather than trying to circumvent the planning system. No comment from the Parish Council as the Planning Authority would deal appropriately.
- 14.4 25/01292/FULLN | Use of property as a dwelling in non-compliance of condition 3 of TVN.03858 (to occupy the dwelling free of an agricultural tie) (Retrospective) | **Upper Farm Bungalow Horseshoe Lane Ibthorpe**. This had been an issue of original maladministration by the planning authority and there was no comment for the parish council to make.
- 14.5 25/01269/FULLN | Replacement rear conservatory | **10 Dean Rise HBT**. No comment.
- 14.6 25/01196/FULLN | Swimming pool, air source heat pump and plant shed (amended scheme) | **Lower Farm Church Street HBT** – this was a change in the location of the swimming pool (turned by 90 degrees) and everything else remained the same. No comment.
- 14.7 25/01197/TREEN | T1 & T2 (Norway Maple), T3 (Willow) and T4 (Lime) - Cut overhanging branches back to boundary, T5 - Beech - Crown raise by 8m from ground level | **The Old Village Hall Ibthorpe Road HBT**. Withdrawn.
- 14.8 25/01119/FULLN | Formation of porch to east elevation | **Lower Doiley Farmhouse Doiley Bottom HBT**. No comment.
- 14.9 25/01117/FULLN | Erection of 2m high boundary wall and 2 entrance gates | **Lower Doiley Farmhouse Doiley Bottom HBT**. No comment.

#### **15. COUNCILLORS' UPDATES**

- 15.1 Cllr Bentley updated that he had removed some broken monkey bars on the climbing equipment, replacements had arrived and would be fitted.
- 15.2 The SID on the A343 was still not charging, the unit would be removed and checked and returned to the manufacturer if necessary.
- 15.3 Cllr Hedger updated that he had sourced a new Speed Indicator Device which could be moved around the parish utilising the current poles including the one in Upton.

- Two batteries would cover 90,000 vehicles and give data of speeds (time, day, speed). Details to be circulated and agreement then made as to its purchase.
- 15.4 The Community Speedwatch group had been resurrected, and patrols were due to start again.
- 15.5 Cllr Thomas wished to thank a resident of The Hill who kindly strimmed the footpath by Rookery Farmhouse. Many footpaths were getting overgrown and some landowners were reluctant to clear them so any assistance to do this work was appreciated to keep the rights of way passable.
- 15.6 Cllr Thomas also wished to thank some students from Sparsholt College who cut back the path up to Doles Wood behind Parsonage barns.
- 15.7 Cllr Kitson confirmed he would top Dene Green and strim the bank on the corner of The Crescent. The bank by the old telephone exchange and outside the allotments had been completed.

## **16. CLERK'S REPORT & CORRESPONDENCE**

- 16.1 The HCC Lengthsman was due 24<sup>th</sup> June just for the morning. Suggestions were to strim the Test Way between lbthorpe Manor and the A343, Church Street by the school and cut the grass on the riverbank by the KGV entrance.
- 16.2 The stile on the footpath from Common Road towards Doloman's Lane was badly in need of repair. Agreement from owner to proceed had been given.
- 16.3 The clerk had written to the person responsible for driving into the railings at Church Street by the access road, on 12<sup>th</sup> May, and causing damage. The letter had gone via the school, which could not release details under data protection. A response was awaited and the clerk would continue to attempt to make contact.

## **17. ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2024/25**

### **The following items were resolved:**

- 17.1 Approval of the Annual Governance Statement in Section 1 of the AGAR and actions put forward by the internal auditor
- 17.2 Approval of the Clerk and Chairman signing Section 1 of the AGAR
- 17.3 Agreement that the Statement of Accounts contained in Section 2 of the AGAR represented fairly the financial position of the Council
- 17.4 Approval of the Council's accounts, and agreement that the Responsible Financial Officer and the Chairman to sign Section 2 of the AGAR
- 17.5 Acceptance of the Annual Internal Audit Report together with any comments or recommendations arising from the internal audit
- 17.6 Agreement of the dates for the publication of the notice of public rights from 18<sup>th</sup> June 2025 to 29<sup>th</sup> July 2025.
- 17.7 Confirmation that there were no conflicts of interest between councillors and the external auditor, BDO LLP.

## **18. PERFORMANCE MONITORING 2024/25**

- 18.1 The internal audit of the 2024/25 financial accounts was completed in May. Councillors reviewed the effectiveness of the audit and agreed to adopt the recommendations made by the auditor.
- 18.2 Councillor Louisa Russell agreed to continue to act as the internal controller for the Parish Council in 2025/26.
- 18.3 Councillors agreed to appoint Do The Numbers Ltd as the internal auditor for the financial year 2025/26.

## **19. FINANCE**

- 19.1 On the day of the meeting, the bank balance stood at £5,946.59 in the Community Account (was Treasurer's Account) and £22,403.61 in the savings account.
- 19.2 The clerk had circulated the payments made since the last meeting. Cllr Russell agreed them as an accurate record.

TYPE	DATE	PAYEE	AMOUNT	REMARKS
PAY	18/3/25	Lloyds	4.25	Bank charges
BACS	20/3/25	Mr J Bentley	42.73	Playground repairs
BACS	9/4/25	HMRC	186.70	PAYE April
BACS	9/4/25	Mrs M Edwards	689.20	Clerk Salary April
BACS	22/4/25	Business Stream	22.69	Allotment water rates
BACS	22/4/25	SSE	14.32	Upton defib electricity
BACS	22/4/25	HALC	418.00	HALC/NALC subs
BACS	22/4/25	HTCC	264.00	Hall hire 2025
BACS	22/4/25	Red 76 Tax	144.00	Payroll 2025/26
BACS	22/4/25	Tangley PC	153.99	SLR part share maintenance
BACS	22/4/25	SLCC	190.00	Annual subs
PAY	22/4/25	Lloyds	4.25	Bank charges
DD	1/5/25	TVBC	117.36	Grass cutting
BACS	12/5/25	Kitson CS	90.00	Trees for Dene Green
BACS	16/5/25	HMRC	239.09	PAYE May
BACS	16/5/25	Mrs M Edwards	689.20	Clerk salary May
BACS	16/5/25	HMRC	52.19	Underpayment PAYE
PAY	19/5/25	Lloyds	4.67	Bank charges
BACS	21/5/25	Do The Numbers Ltd	350.00	Annual internal audit
BACS	21/5/25	Mr J Bentley	36.83	Playground repairs
BACS	21/5/25	Bulpitt Print	91.20	APM banners

BACS	27/5/25	Mrs M Edwards	40.18	APM refreshments
BACS	27/5/25	SSE	13.79	Upton phone box electricity
DD	2/6/25	TVBC	117.36	Grass cutting
BACS	13/6/25	Playsafety Ltd	115.20	Annual play equip inspection
BACS	13/6/25	HMRC	238.89	PAYE June
BACS	13/6/25	Mrs M Edwards	689.40	Clerk Salary June
TFR	13/6/25	From Treasurer to Savings	10,000.00	Transfer of cash from Community Account (was Treasurer's account) to Commercial Instant Account (was Business Bank Instant) to improve interest rate.

## **20. NEXT MEETING**

20.1 The next ordinary meeting of the Parish Council was due to be held on Monday 21<sup>st</sup> July 2025.

The meeting concluded at 20:25 hrs.

Signed ..... Chairman



**Hurstbourne Tarrant Parish Council**  
**Listing of Receipts in each Code for All Cost Centres**  
 (Between 01-04-2024 and 31-03-2025)

9 May 2025 (2024-2025)

**Cost Centre Income**

<b>Code Number 1 Precept</b>											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
1	22/04/2024			Treasurer's Accour		Precept	Test Valley Borough Council	X	9,250.00		9,250.00
11	02/09/2024			Treasurer's Accour		Precept	Test Valley Borough Council	X	9,250.00		9,250.00
Subtotal for Code: Precept									£18,500.00		£18,500.00
<b>Code Number 2 Bank Interest</b>											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
2	09/04/2024			Business Bank Inst		Bank Interest	Lloyds Bank	X	19.43		19.43
3	09/05/2024			Business Bank Inst		Bank Interest	Lloyds Bank	X	20.12		20.12
4	10/06/2024			Business Bank Inst		Bank Interest	Lloyds Bank	X	21.49		21.49
5	09/07/2024			Business Bank Inst		Bank Interest	Lloyds Bank	X	19.50		19.50
14	09/08/2024			Business Bank Inst		Bank Interest	Lloyds Bank	X	18.69		18.69
15	09/09/2024			Business Bank Inst		Bank Interest	Lloyds Bank	X	16.06		16.06
16	09/10/2024			Business Bank Inst		Bank Interest	Lloyds Bank	X	15.56		15.56
17	11/11/2024			Business Bank Inst		Bank Interest	Lloyds Bank	X	17.13		17.13
19	09/12/2024			Business Bank Inst		Bank Interest	Lloyds Bank	X	14.42		14.42
21	09/01/2025			Business Bank Inst		Bank Interest	Lloyds Bank	X	12.18		12.18
22	10/02/2025			Business Bank Inst		Bank Interest	Lloyds Bank	X	12.58		12.58
39	10/03/2025			Business Bank Inst		Bank Interest	Lloyds Bank	X	10.58		10.58
Subtotal for Code: Bank Interest									£197.74		£197.74
<b>Code Number 3 Playing Fields</b>											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
7	12/06/2024			Treasurer's Accour		KGV Playing Field	Hampshire County Council	X			
10	20/06/2024			Treasurer's Accour		KGV Playing Field	Hampshire County Council	X	12.50		12.50
13	26/09/2024			Treasurer's Accour		KGV Playing Field	Hampshire County Council	X	12.50		12.50
20	02/01/2025			Treasurer's Accour		KGV Playing Field	Hampshire County Council	X	12.50		12.50
41	21/03/2025			Treasurer's Accour		KGV Playing Field	Hampshire County Council	X	12.50		12.50
Subtotal for Code: Playing Fields									£50.00		£50.00
<b>Code Number 4 Allotments</b>											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
23	20/02/2025	2024-2025/64		Treasurer's Accour		Allotment Rental 2025	Allotment #2a - Willis	X	20.00		20.00
24	20/02/2025	2024-2025/67		Treasurer's Accour		Allotment Rental 2025	Allotment #5 - Arnold/Thomas	X	20.00		20.00
25	20/02/2025	2024-2025/74		Treasurer's Accour		Allotment Rental 2025	Allotment #10b - Smart/Randall	X	20.00		20.00
26	20/02/2025	2024-2025/73		Treasurer's Accour		Allotment Rental 2025	Allotment #10a - Piltuck-Schols	X	20.00		20.00
27	21/02/2025	2024-2025/76		Treasurer's Accour		Allotment Rental 2025	Allotment #12 - Withers	X	20.00		20.00
28	23/02/2025	2024-2025/63		Treasurer's Accour		Allotment Rental 2025	Allotment #1 - Bentley	X	20.00		20.00
29	23/02/2025	2024-2025/70		Treasurer's Accour		Allotment Rental 2025	Allotment #8 - Anthony	X	40.00		40.00
30	24/02/2025	2024-2025/71		Treasurer's Accour		Allotment Rental 2025	Allotment #9 - King/Sclater	X	20.00		20.00
31	25/02/2025	2024-2025/66		Treasurer's Accour		Allotment Rental 2025	Allotment #4 - Healey	X	20.00		20.00
32	25/02/2025	2024-2025/69		Treasurer's Accour		Allotment Rental 2025	Allotment #7 - Morriss	X	20.00		20.00
33	01/03/2025	2024-2025/68		Treasurer's Accour		Allotment Rental 2025	Allotment #6 - Waller	X	20.00		20.00
34	01/03/2025	2024-2025/77		Treasurer's Accour		Allotment Rental 2025	Allotment #2b - Walmsley	X	15.00		15.00
35	10/03/2025	2024-2025/75		Treasurer's Accour		Allotment Rental 2025	Allotment #11 - O'Malley	X	40.00		40.00
36	12/03/2025	2024-2025/72		Treasurer's Accour		Allotment Rental 2025	Allotment #9a - O'Reilly	X	20.00		20.00
37	13/03/2025	2024-2025/65		Treasurer's Accour		Allotment Rental 2025	Allotment #3 - Kitson	X	40.00		40.00
Subtotal for Code: Allotments									£355.00		£355.00
<b>Code Number 5 Wayleaves</b>											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
9	04/07/2024			Treasurer's Accour		Wayleaves	SSEN Scottish & Southern Electricity	X	102.66		102.66
Subtotal for Code: Wayleaves									£102.66		£102.66
<b>Code Number 6 Grants &amp; Donations</b>											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
8	01/07/2024			Treasurer's Accour		CAF grant	Test Valley Borough Council	X	5,808.00		5,808.00
12	02/09/2024			Treasurer's Accour		S106 payment	Test Valley Borough Council	X	9,671.00		9,671.00
18	25/11/2024			Treasurer's Accour		CAF grant	Test Valley Borough Council	X	6,757.00		6,757.00
38	07/03/2025			Treasurer's Accour		Grant	Hampshire County Council	X	1,297.00		1,297.00
Subtotal for Code: Grants & Donations									£23,533.00		£23,533.00
<b>Code Number 35 Defibrillators</b>											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
40	17/03/2025	2024-2025/78		Treasurer's Accour		Upton defibrillator part share annual exj	Vernham Dean Parish Council	X	310.69		310.69
Subtotal for Code: Defibrillators									£310.69		£310.69
Subtotal for Cost Centre: Income									43,049.09		43,049.09
<b>Cost Centre VAT</b>											
<b>Code Number 8 VAT Reclaim</b>											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
6	08/05/2024			Treasurer's Accour		VAT Reclaim 2023-24	HMRC	X	3,989.65		3,989.65
Subtotal for Code: VAT Reclaim									£3,989.65		£3,989.65
Subtotal for Cost Centre: VAT									3,989.65		3,989.65
<b>TOTALS</b>									<b>£47,038.74</b>		<b>£47,038.74</b>

**Hurstbourne Tarrant Parish Council**  
**Listing of Payments in each Code for All Cost Centres**  
 (Between 01-04-2024 and 31-03-2025)

9 May 2025 (2024-2025)

**Cost Centre Administration**

**Code Number 9 Audit Fees**

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
20	20/05/2024	12/1588		Treasurer's Accour		Internal Audit Fee	Do The Numbers Ltd	X	250.00		250.00
50	16/09/2024	INV-00578617		Treasurer's Accour		External Audit Fee	BDO LLP	S	210.00	42.00	252.00
Subtotal for Code: Audit Fees									<b>£460.00</b>	<b>£42.00</b>	<b>£502.00</b>

**Code Number 10 Salary & HMRC**

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
7	15/04/2024			Treasurer's Accour		Clerk's Salary	Clerk	X	659.20		659.20
8	15/04/2024			Treasurer's Accour		PAYE	HMRC	X	173.88		173.88
14	13/05/2024			Treasurer's Accour		Clerk's Salary	Clerk	X	659.00		659.00
15	13/05/2024			Treasurer's Accour		PAYE	HMRC	X	173.88		173.88
27	11/06/2024			Treasurer's Accour		Clerk's Salary	Clerk	X	659.00		659.00
28	11/06/2024			Treasurer's Accour		PAYE	HMRC	X	173.88		173.88
33	04/07/2024			Treasurer's Accour		Clerk's Salary	Clerk	X	659.00		659.00
34	04/07/2024			Treasurer's Accour		PAYE	HMRC	X	173.88		173.88
41	09/08/2024			Treasurer's Accour		Clerk's Salary	Clerk	X	659.00		659.00
45	28/08/2024			Treasurer's Accour		PAYE	HMRC	X	173.88		173.88
48	09/09/2024			Treasurer's Accour		Clerk's Salary	Clerk	X	659.20		659.20
55	11/10/2024			Treasurer's Accour		Clerk's Salary	Clerk	X	659.00		659.00
56	16/10/2024			Treasurer's Accour		PAYE	HMRC	X	173.88		173.88
59	20/10/2024			Treasurer's Accour		PAYE	HMRC	X	173.88		173.88
67	14/11/2024			Treasurer's Accour		Clerk Salary November & backpay to Ap	Clerk	X	894.74		894.74
68	14/11/2024			Treasurer's Accour		PAYE & NI inc backpay to April 2024	HMRC	X	282.27		282.27
80	16/12/2024			Treasurer's Accour		Clerk's Salary	Clerk	X	689.20		689.20
81	16/12/2024			Treasurer's Accour		PAYE December	HMRC	X	186.70		186.70
84	09/01/2025			Treasurer's Accour		Clerk's Salary	Clerk	X	689.20		689.20
87	15/01/2025			Treasurer's Accour		PAYE	HMRC	X	186.70		186.70
92	10/02/2025			Treasurer's Accour		Clerk's Salary	Clerk	X	689.40		689.40
93	17/02/2025			Treasurer's Accour		PAYE	HMRC	X	186.50		186.50
103	05/03/2025			Treasurer's Accour		Clerk's Salary	Clerk	X	689.20		689.20
104	05/03/2025			Treasurer's Accour		PAYE	HMRC	X	186.70		186.70
Subtotal for Code: Salary & HMRC									<b>£10,510.77</b>		<b>£10,510.77</b>

**Code Number 11 Insurance**

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
54	07/10/2024	LCO02773		Treasurer's Accour		Insurance	Clear Councils - Clear Insurance Man	X	783.16		783.16
Subtotal for Code: Insurance									<b>£783.16</b>		<b>£783.16</b>

**Code Number 13 Subscriptions**

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
4	08/04/2024	INV-6594		Treasurer's Accour		HALC/NALC annual subscriptions	Hampshire Association of Local Councils	X	379.00		379.00
19	20/05/2024	MEM248520-1		Treasurer's Accour		SLCC membership fee 2024/25	Society of Local Council Clerks	Z	183.00		183.00
Subtotal for Code: Subscriptions									<b>£562.00</b>		<b>£562.00</b>

**Code Number 14 Stationery & Consumables**

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
9	26/04/2024	INVZCMDD0		Treasurer's Accour		Laser printer toner cartridges	Cartridgesave	S	164.67	32.93	197.60
10	26/04/2024	10821718		Treasurer's Accour		Printing	Instantprint	L	32.08	0.83	32.91
23	20/05/2024			Treasurer's Accour		Consumables - refreshments for APM	Clerk	X	122.66		122.66
63	22/10/2024			Treasurer's Accour		Poppy crosses & wreaths for Centenar	Royal British Legion	X	60.00		60.00
Subtotal for Code: Stationery & Consumables									<b>£379.41</b>	<b>£33.76</b>	<b>£413.17</b>

**Code Number 15 Other Admin Expenditure**

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
2	05/04/2024	HBTCC/333		Treasurer's Accour		HTCC Hire Charge SWIFTS	Hurstbourne Tarrant Community Cent	X	363.00		363.00
5	08/04/2024	INV-8680		Treasurer's Accour		Payroll service	Red 76 Tax Ltd	S	8.00	1.60	9.60
6	08/04/2024	HBTCC/337		Treasurer's Accour		HTCC hire charge	Hurstbourne Tarrant Community Cent	X	324.50		324.50
13	10/05/2024			Treasurer's Accour		Payroll service	Red 76 Tax Ltd	S	8.00	1.60	9.60
17	20/05/2024	INV-5890		Treasurer's Accour		Accounts Package	Scribe	S	345.60	69.12	414.72
21	20/05/2024	INV-5064		Treasurer's Accour		Website hosting - www.hbt.org.uk	HugoFox	S	29.88	5.98	35.86
26	05/06/2024			Treasurer's Accour		Payroll service	Red 76 Tax Ltd	S	8.00	1.60	9.60
35	04/07/2024			Treasurer's Accour		Payroll service	Red 76 Tax Ltd	S	8.00	1.60	9.60
43	20/08/2024			Treasurer's Accour		Payroll service	Red 76 Tax Ltd	S	8.00	1.60	9.60
49	16/09/2024	INV 10247		Treasurer's Accour		Payroll service	Red 76 Tax Ltd	S	8.00	1.60	9.60
51	16/09/2024	24UN0240008		Treasurer's Accour		Website hosting	Local Authority Tech CIC (Parish Onlin	S	270.00	54.00	324.00
58	20/10/2024	INV-10563		Treasurer's Accour		Payroll service	Red 76 Tax Ltd	S	8.00	1.60	9.60
70	14/11/2024	INV 10947		Treasurer's Accour		Payroll service	Red 76 Tax Ltd	S	8.00	1.60	9.60
71	14/11/2024			Treasurer's Accour		SWIFTS Christmas lunch	Swifts	X	100.00		100.00
73	18/11/2024			Treasurer's Accour		Data Protection Registration	Information Commissioner's Office	X	35.00		35.00
78	09/12/2024	INV 11216		Treasurer's Accour		Payroll service	Red 76 Tax Ltd	S	8.00	1.60	9.60
89	05/02/2025	11679 & 1201E		Treasurer's Accour		Payroll service	Red 76 Tax Ltd	S	18.00	3.60	21.60
91	10/02/2025	INV 12164		Treasurer's Accour		Payroll service	Red 76 Tax Ltd	S	20.00	4.00	24.00
96	03/03/2025	HBTCC/481		Treasurer's Accour		HTCC Hire Charge SWIFTS	Hurstbourne Tarrant Community Cent	X	330.00		330.00
97	03/03/2025	HBTCC/480		Treasurer's Accour		HTCC Hire Charge SWIFTS	Hurstbourne Tarrant Community Cent	X	33.00		33.00
100	05/03/2025	6962860		Treasurer's Accour		Email hosting	UK2	S	36.00	7.20	43.20
101	05/03/2025	6879996		Treasurer's Accour		Website hosting - www.hbt.org.uk	UK2	S	9.49	1.90	11.39
102	05/03/2025	3951028784		Treasurer's Accour		Meeting refreshments	Ocado	S	21.67	4.33	26.00
102	05/03/2025	3951028784		Treasurer's Accour		Meeting refreshments	Ocado	Z	6.50		6.50
106	17/03/2025	24UN0240009		Treasurer's Accour		GIS mapping software	Geosphere Ltd - Parish Online	S	56.00	11.20	67.20
109	18/03/2025			Treasurer's Accour		Bank charges	Lloyds Bank	X	4.25		4.25
Subtotal for Code: Other Admin Expenditure									<b>£2,074.89</b>	<b>£175.73</b>	<b>£2,250.62</b>

**Hurstbourne Tarrant Parish Council**  
**Listing of Payments in each Code for All Cost Centres**  
 (Between 01-04-2024 and 31-03-2025)

9 May 2025 (2024-2025)

<b>Code Number 37 Chairman's Allowance</b>												
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
82	27/12/2024			Treasurer's Accour		Chairman's Allowance	St Peter's Church PCC	X	100.00		100.00	
									Subtotal for Code: Chairman's Allowance	£100.00	£100.00	
									Subtotal for Cost Centre: Administration	14,870.23	251.49	15,121.72

**Cost Centre Earmarked Reserves**

<b>Code Number 26 Flood Mitigation</b>											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
22	20/05/2024			Treasurer's Accour		Replacement bridge for Dene Green dit	Thomas Owen	X	120.00		120.00
61	20/10/2024			Treasurer's Accour		Flood mitigation - ditch work Dene Gre	Michael Ford	X	100.00		100.00
									Subtotal for Code: Flood Mitigation	£220.00	£220.00
									Subtotal for Cost Centre: Earmarked Reserves	220.00	220.00

**Cost Centre Facilities & Services**

<b>Code Number 16 Playing Fields - Dean Rise &amp; KGV</b>												
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
18	20/05/2024	79185		Treasurer's Accour		Annual Play Equipment Inspection	Playsafety Ltd	S	156.00	31.20	187.20	
									Subtotal for Code: Playing Fields - Dean Rise & K	£156.00	£31.20	£187.20

<b>Code Number 17 Grass Cutting</b>												
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
12	01/05/2024			Treasurer's Accour		Grass cutting	Test Valley Borough Council	S	98.52	19.70	118.22	
25	03/06/2024			Treasurer's Accour		Grass cutting	Test Valley Borough Council	S	98.52	19.70	118.22	
32	01/07/2024			Treasurer's Accour		Grass cutting	Test Valley Borough Council	S	98.52	19.70	118.22	
40	01/08/2024			Treasurer's Accour		Grass cutting	Test Valley Borough Council	S	98.52	19.70	118.22	
47	02/09/2024			Treasurer's Accour		Grass cutting	Test Valley Borough Council	S	98.52	19.70	118.22	
53	01/10/2024			Treasurer's Accour		Grass cutting	Test Valley Borough Council	S	98.52	19.70	118.22	
64	01/11/2024			Treasurer's Accour		Grass cutting	Test Valley Borough Council	S	98.52	19.70	118.22	
66	14/11/2024	INV-0012		Treasurer's Accour		Grass cutting	Kitson Consultancy Services Ltd	S	300.00	60.00	360.00	
74	02/12/2024			Treasurer's Accour		Grass cutting	Test Valley Borough Council	S	98.52	19.70	118.22	
83	02/01/2025			Treasurer's Accour		Grass cutting	Test Valley Borough Council	S	98.52	19.70	118.22	
88	03/02/2025			Treasurer's Accour		Grass cutting	Test Valley Borough Council	S	98.52	19.70	118.22	
98	03/03/2025			Treasurer's Accour		Grass cutting	Test Valley Borough Council	S	98.49	19.70	118.19	
									Subtotal for Code: Grass Cutting	£1,383.89	£276.70	£1,660.39

<b>Code Number 18 Dene Green</b>											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
44	21/08/2024			Treasurer's Accour		Dene Green strimming/cutting service	Benjamin Simister	X	130.00		130.00
									Subtotal for Code: Dene Green	£130.00	£130.00

<b>Code Number 20 Allotments</b>											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
36	04/07/2024			Treasurer's Accour		Allotment water rates	Business Stream	Z	63.99		63.99
42	20/08/2024	2821031 / 562:		Treasurer's Accour		Allotment water rates	Business Stream	Z	52.17		52.17
57	20/10/2024	2821031 / 626:		Treasurer's Accour		Allotment water rates	Business Stream	Z	103.06		103.06
95	20/02/2025	7213729		Treasurer's Accour		Allotment water rates	Business Stream	Z	21.20		21.20
									Subtotal for Code: Allotments	£240.42	£240.42

<b>Code Number 21 Dog Waste Bins</b>												
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
105	13/03/2025	10066088		Treasurer's Accour		Dog Waste Bin Emptying	Test Valley Borough Council	S	946.60	189.32	1,135.92	
									Subtotal for Code: Dog Waste Bins	£946.60	£189.32	£1,135.92
									Subtotal for Cost Centre: Facilities & Services	2,856.71	497.22	3,353.93

**Cost Centre General Repairs & Maintenance**

<b>Code Number 22 Solar SIDs</b>												
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
108	20/03/2025			Treasurer's Accour		SID battery replacement	Alpha Batteries	S	35.61	7.12	42.73	
									Subtotal for Code: Solar SIDs	£35.61	£7.12	£42.73

<b>Code Number 23 Defibrillators</b>												
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total	
1	03/04/2024	IV00535696		Treasurer's Accour		Upton phone box electricity supply	SSE Southern Electric	S	5.83	1.17	7.00	
11	30/04/2024	IV00732201		Treasurer's Accour		Upton phone box electricity supply	SSE Southern Electric	S	6.22	1.24	7.46	
16	20/05/2024	21474		Treasurer's Accour		Defibrillator replacement parts	Community Heartbeat Trust	S	297.50	59.50	357.00	
24	30/05/2024			Treasurer's Accour		Upton phone box electricity supply	SSE Southern Electric	S	6.05	1.21	7.26	
31	01/07/2024			Treasurer's Accour		Upton phone box electricity supply	SSE Southern Electric	Z	7.46		7.46	
39	29/07/2024			Treasurer's Accour		Upton phone box electricity supply	SSE Southern Electric	S	6.05	1.21	7.26	
46	29/08/2024			Treasurer's Accour		Upton phone box electricity supply	SSE Southern Electric	S	6.22	1.24	7.46	
52	30/09/2024			Treasurer's Accour		Upton phone box electricity supply	SSE Southern Electric	S	6.22	1.24	7.46	
65	07/11/2024	IV01760425		Treasurer's Accour		Upton phone box electricity supply	SSE Southern Electric	S	62.45	12.49	74.94	
69	14/11/2024	IV01879655		Treasurer's Accour		Upton phone box electricity supply	SSE Southern Electric	S	45.78	9.16	54.94	
75	09/12/2024	24286		Treasurer's Accour		Defibrillator replacement parts	Community Heartbeat Trust	S	121.95	24.39	146.34	
79	09/12/2024	IV01962411		Treasurer's Accour		Upton phone box electricity supply	SSE Southern Electric	S	3.46	0.69	4.15	
85	15/01/2025	IV02157753		Treasurer's Accour		Upton phone box electricity supply	SSE Southern Electric	S	11.56	2.31	13.87	
90	05/02/2025	IV02313444		Treasurer's Accour		Upton phone box electricity supply	SSE Southern Electric	S	11.93	2.39	14.32	
94	17/02/2025	IV02471782		Treasurer's Accour		Upton phone box electricity supply	SSE Southern Electric	S	11.93	2.39	14.32	
107	17/03/2025	IV02629521		Treasurer's Accour		Upton phone box electricity supply	SSE Southern Electric	S	10.77	2.15	12.92	
									Subtotal for Code: Defibrillators	£621.38	£122.78	£744.16

<b>Code Number 36 SLRs</b>											
Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total

**Hurstbourne Tarrant Parish Council**  
**Listing of Payments in each Code for All Cost Centres**  
 (Between 01-04-2024 and 31-03-2025)

9 May 2025 (2024-2025)

3	08/04/2024			Treasurer's Accour		SLR maintenance 1st Jan-31st March	Tangley Parish Council	X	146.79		146.79
38	15/07/2024			Treasurer's Accour		SLR maintenance 1st Apr - 30th June	Tangley Parish Council	X	153.99		153.99
60	20/10/2024			Treasurer's Accour		SLR maintenance 1 July-30 Sept	Tangley Parish Council	X	153.99		153.99
86	15/01/2025			Treasurer's Accour		SLR maintenance 1 Oct-31 Dec	Tangley Parish Council	X	153.99		153.99
Subtotal for Code: SLRs									£608.76		£608.76
Subtotal for Cost Centre: General Repairs & Maintenance									1,265.75	129.90	1,395.65

**Cost Centre Grants Awarded**

**Code Number 29 Grants Awarded**

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
62	21/10/2024			Treasurer's Accour		Parish Council Grant	St Peter's Church PCC	X	800.00		800.00
Subtotal for Code: Grants Awarded									£800.00		£800.00
Subtotal for Cost Centre: Grants Awarded									800.00		800.00

**Cost Centre Projects**

**Code Number 30 Small (unplanned) projects**

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
29	20/06/2024			Treasurer's Accour		Planters	Allotment #9a - O'Reilly	X	41.90		41.90
30	28/06/2024			Treasurer's Accour		Plants	Clerk	X	10.00		10.00
99	04/03/2025	342774001		Treasurer's Accour		Tree for Centenary Garden	Penwood Nurseries	S	56.45	11.30	67.75
Subtotal for Code: Small (unplanned) projects									£108.35	£11.30	£119.65

**Code Number 31 Large (planned income) projects**

Vchr.	Date	Invoice No	Minute	Bank	Cheq. No.	Description	Supplier	Vat Type	Net	Vat	Total
37	15/07/2024	INV-01190		Treasurer's Accour		Teen Shelter KGV	Infinity Playgrounds Limited	S	9,680.00	1,936.00	11,616.00
72	15/11/2024	INV-01313		Treasurer's Accour		Zipwire on KGV field	Infinity Playgrounds Limited	S	8,084.00	3,151.80	11,235.80
76	09/12/2024	INV-01313		Treasurer's Accour		Zipwire on KGV field	Infinity Playgrounds Limited	S	6,395.83	1,279.17	7,675.00
77	09/12/2024	INV-01314		Treasurer's Accour		Zipwire on KGV field	Infinity Playgrounds Limited	S	4,636.03	927.21	5,563.24
Subtotal for Code: Large (planned income) project									£28,795.86	£7,294.18	£36,090.04
Subtotal for Cost Centre: Projects									28,904.21	7,305.48	36,209.69

**TOTALS** ..... **£48,916.90**    **£8,184.09**    **£57,100.99**