

CROMHALL PARISH COUNCIL

www.cromhallpc.org.uk

I hereby give notice of a meeting of Cromhall Parish Council, to be held on Tuesday 29th April 2025 at 7:30pm at Cromhall Village Hall

Members of the council are summoned to attend for the purpose of transacting business as detailed on the agenda below.

Members of the public are invited to attend the meeting and to ask questions and raise issues with the councillors. This session will last no more than 15 minutes.

Members and parishioners are reminded that the council has a general duty to consider the following matters in the exercise of any of its functions: biodiversity, equal opportunities (race, age, gender, sexual orientation, marital status, disability, religious beliefs), crime & disorder, health & safety and human rights.

Emma Pattullo
Clerk/RFO, Cromhall Parish Council

Published: 24th April 2025

AGENDA

2025/04/1 PUBLIC PARTICIPATION

In line with standing orders 3e-k

2025/04/2 Apologies

To note apologies for absence.

2025/04/3 Declarations of interest (if any) and dispensations

In accordance with the Local Code of Conduct, to receive any declarations of disclosable pecuniary or non-disclosable pecuniary interests and to consider any dispensation requests.

2025/04/4 Approval of previous minutes

To approve the minutes of the meeting of 25th March 2025.

Draft copies are available on the council's [website](#).

2025/04/5 Exclusion of public and press

To resolve whether any item of this agenda warrant exclusion of the press and public under the Public Bodies (Admission to Meetings) Act 1960

2025/04/6 To consider co-option to the vacant council seat

2025/04/7 Planning

2025/04/7.1 To review and resolve response to the following planning applications

- i. [P25/00782/RM](#) - Land to the rear of South Face, Cowship Lane, Cromhall - Demolition of existing barns and erection of 1 no. dwelling with appearance, landscaping, layout, and scale to be determined. (Approval of Reserved Matters to be read in conjunction with outline permission P21/05331/O) (resubmission of P24/02551/RM).

2025/04/7.2 To note the following planning decisions

- i. P25/00332/HH – Foxleys, Church Lane, Cromhall - Erection of first floor and single storey rear extension to provide additional living accommodation. Installation of window/doors to north west and north east elevations. *SGC decision: Approve with conditions*
- ii. P23/02597/F - Land North of Church Lane, Cromhall - Erection of 47 dwellings with access provided from Church Lane, drop-off/parking area and coach turning point for St Andrew's Primary School and St Andrew's Church, public open space, drainage, provision of new footpath and widening of Church Lane, landscaping and ancillary works. *SGC decision: Refusal.*

- iii. P25/00383/F - Granary Cottages, Cowship Lane, Cromhall - Conversion of 4no. holiday lets into 2no. dwellings (Class C3), including new external windows and doors. *SGC decision: Approve with conditions*

2025/04/7.3 To discuss submitting concerns regarding the development of the Local Plan to South Glos. Council

2025/04/8 Items to note (no decision required)

2025/04/8.1 To receive report from SGC Ward Councillor

2025/04/8.2 To receive report from the Clerk

2025/04/8.3 To receive external meeting feedback or other updates from councillors

2025/04/9 Parish matters for decision

2025/04/9.1 To receive play area annual inspection report and consider action required, if any
Paper 1 – Annual play area inspection report

2025/04/9.2 To review report from SGC re: possible locations for a Vehicle Activated Speed sign, and decide which if any location(s) to take forward for further investigation
Paper 2 – Location plans for Vehicle Activated Speed sign mounting poles

2025/04/9.3 To consider request from Own Our Oak group to provide temporary banking facilities via the council's bank account

2025/04/9.4 To consider response from SGC re: possible locations for dog waste bins
Paper 3 – Possible locations for dog waste bins

2025/04/9.5 To consider developing proposals for community use of the former shop premises

2025/04/9.6 To review actions in relation to road conditions on the B4058 north of the village and determine further action required

2025/04/9.7 To consider commissioning a survey of trees at Bibstone Green

2025/04/10 Council administration

2025/04/10.1 To confirm compliance with General Data Protection Regulation and Freedom of Information Act over the past year

2025/04/10.2 To review the Training and Development Policy
Paper 4 – Training and development policy v2.0

2025/04/10.3 To note correspondence received and determine action required, if any

2025/04/11 Finance

2025/04/11.1 To note end of year financial summary including budget monitoring and bank reconciliation
Paper 5 – Financial Summary for year to 31st March 2025

2025/04/11.2 To note receipts
Paper 6 – Receipts and payments schedule

2025/04/11.3 To note payments made under prior approval and approve payments due

2025/04/11.4 To consider requests for community grants

Group	Amount requested	Purpose	Power to spend
FiveAlive (benefice newsletter)	£350	To help supply the newsletter to every household in the Benefice.	LGA 1972 s.142

2025/04/12 Items for next agenda

*Supporting papers are available on the council's website (www.cromhallpc.org.uk)
The next meeting of the council will be held on Tuesday 20th May 2025 at Cromhall Chapel.*



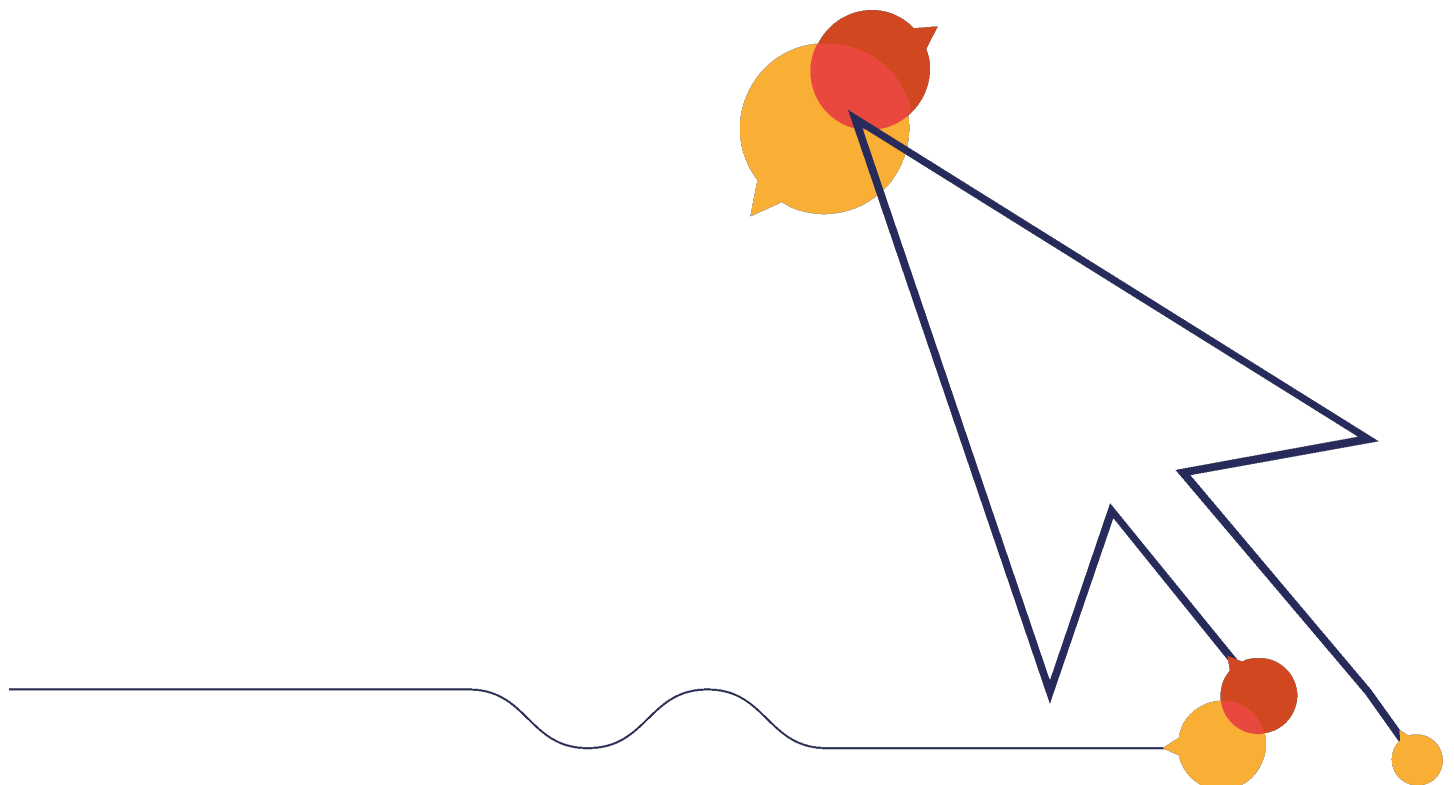
Safety Inspection Report

Annual Inspection

Townwell Play Area

Cromhall Parish Council

15 April 2025



Safety Inspection Report

Annual Inspection

Site name: **Townwell Play Area**

Date of inspection: **15 April 2025**

Inspector: **Jonathan Peters**

w3w.co/hangs.wharfs.stated



Gates - Maintenance

Innate risk score:
 4

Description	Tasks	Risk score
No Findings		

Gates - Pedestrian

Innate risk score:
 4

Description	Tasks	Risk score
No Findings		

Fencing

Innate risk score:
 3

Description	Tasks	Risk score
No Findings		

General Surface - Grass

Innate risk score:
 3

Description	Tasks	Risk score
No Findings		

Seating - Bench

Innate risk score:
 3

Description	Tasks	Risk score
No Findings		

Seating - Picnic Tables

Innate risk score:
 3

Description	Tasks	Risk score
No Findings		

Signage

Innate risk score:
 2

Description	Tasks	Risk score
No Findings		

Swing - Basket

Innate risk score:

 8

Description	Tasks	Risk score
Chain covers prevent a thorough inspection of all chain links.	Remove chain covers to inspect according to manufacturer's instructions, and replace the covers when done.	 8
Chain link connectors worn.	Read the notes for further action.	 4

Multiplay - Climber

Innate risk score:

 6

Description	Tasks	Risk score
Finger entrapment.	Eliminate the entrapment.	 4

Swing - Mixed - 2 Bay 2 Seat

Innate risk score:

 5

Description	Tasks	Risk score
Surface is wearing.	Monitor for significant deterioration and rectify when necessary.	 3

Rocker - Car

Innate risk score:

 4

Description	Tasks	Risk score
No Findings		

Carousel

Innate risk score:

 4

Description	Tasks	Risk score
The wet pour surface is separating at the joints.	Read the notes for further action.	 1

Rocker - Seesaw

Innate risk score:

 4

Description	Tasks	Risk score
The bearings are worn.	Read the notes for further action.	 1

How to read your report

The assets on site are categorised as **Ancillary Items** or **Play Items**, and listed under those headings.

Each item is listed in the style shown in the image below, which contains labels to aid interpretation as follows:

- 1) The name of the asset
- 2) The manufacturer of the asset, if known,
- 3) The innate or default risk score of the asset, assuming it has no faults and complies with standards,
- 4) The actual risk score of the asset at the time of inspection, being the highest of the finding risks or the innate risk,
- 5) A statement about whether the item complies with the appropriate standards, including the names of those standards,
- 6) Details about findings, if any, including what is wrong (Description), what to do about it (Tasks), notes to aid understanding (Notes), and photograph(s) of the issue.

Primary Items

Sample Asset Name

Manufactured by Manufacturer Name

asset image here

Risk level:
Low
Potential risk score reduction: 1
Remedial tasks: 1

Standards:
EN 1176-1:2017, EN 1176-2:2017
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Finding

Description
Item is rusting in places.

Tasks
Replace.

Note
Two of the frame washers are rusting.

Finding Photos

asset image here asset image here

Surface: Grass

Inspection SI0000142594. Report produced on 16/12/2019 at 12:11:07

Signage



Fencing



Innate risk level

Actual risk level

3

3

Risk level:

Very low

✓

Risk score as low as possible

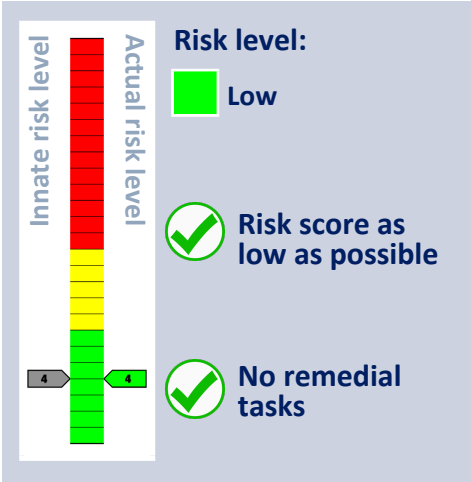
✓

No remedial tasks

Inspection SI0000286930. Report produced on 17/04/2025 at 06:34:03

A2

Gates - Pedestrian



General Surface - Grass



Innate risk level

Actual risk level

3

3

Risk level:

Very low

✓

Risk score as low as possible

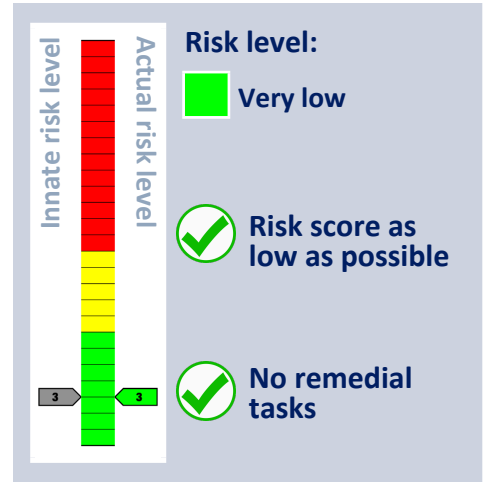
✓

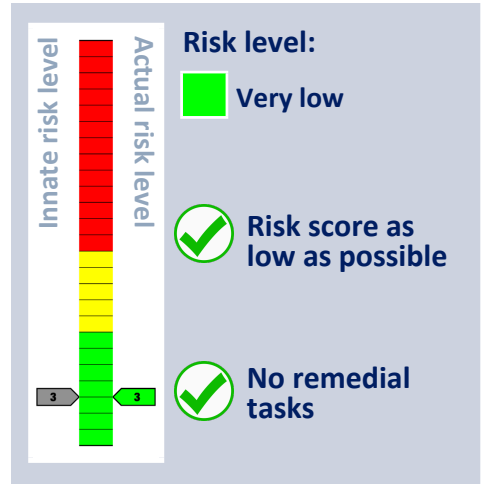
No remedial tasks

Inspection SI0000286930. Report produced on 17/04/2025 at 06:34:03

A5

Seating - Bench





Rocker - Car

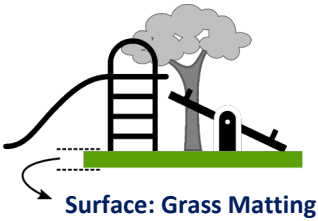
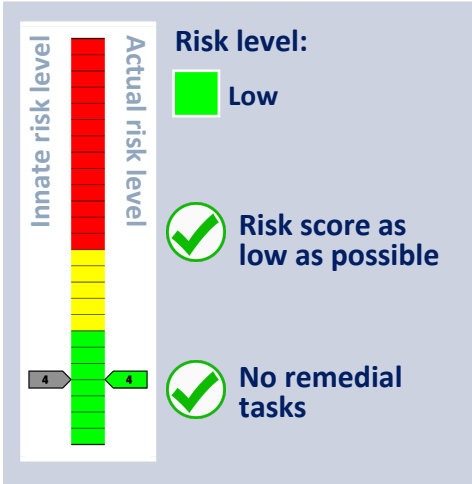
Manufactured by (Unknown)



Standards:

EN 1176-1:2017+A1:2023, EN 1176-6:2017

The item and its surfacing (where applicable) meet with the requirements of the relevant standards.



Multiplay - Climber

Manufactured by Playworld Systems Ltd



Innate risk level

Actual risk level

6

6

Risk level:

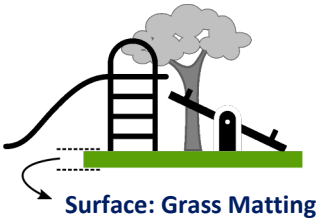
Low

✓

Risk score as low as possible

Remedial tasks:

1



Standards:

EN 1176-1:2017+A1:2023
The surfacing meets with the requirements of the relevant standards. The item is not compliant with the requirements of the relevant standards for the following reasons:

- Equipment Standard Compliance Findings
1. Finger entrapment.

There are no maintenance findings for this item.

Standard Compliance Finding

Description

Finger entrapment.

Tasks

Eliminate the entrapment.

Risk level:

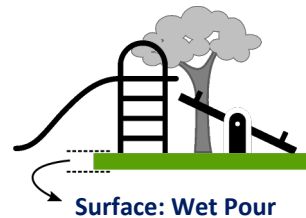
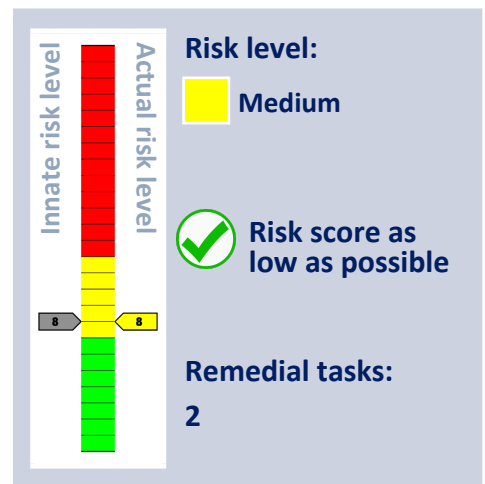
Low

Risk score:

4

Finding Photos





The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Chain covers prevent a thorough inspection of all chain links.

Remove chain covers to inspect according to manufacturer's instructions, and replace the covers when done.



Finding Photos



Maintenance Finding

Description

Chain link connectors worn.

Tasks

Read the notes for further action.

Note

The D-shackle is wearing against the basket lug. Monitor for further deterioration.

Risk level:

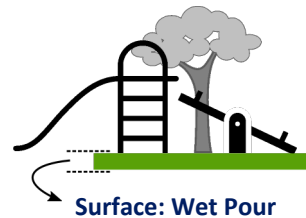
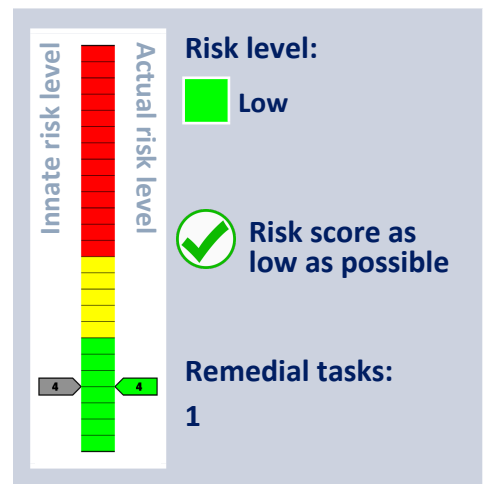
Low

Risk score:

4

Finding Photos





The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

The wet pour surface is separating at the joints.

Read the notes for further action.

Monitor.



Finding Photos



Rocker - Seesaw

Manufactured by Playworld Systems Ltd



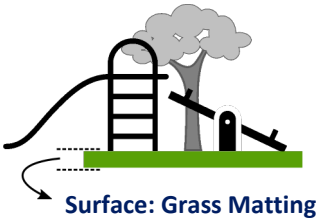
Innate risk level

Actual risk level

Risk level: **Low**

Risk score as low as possible

Remedial tasks: **1**



Standards:

EN 1176-1:2017+A1:2023, EN 1176-6:2017
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

The bearings are worn.

Tasks

Read the notes for further action.

Note

Signs of wear around pivot point when the equipment is rocked. Monitor.

Risk level: **Very low**

Risk score: **1**

Finding Photos



Swing - Mixed - 2 Bay 2 Seat

Manufactured by A E Evans Ltd



Innate risk level

Actual risk level

5

5

Risk level:

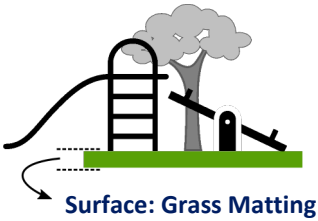
Low

✓

Risk score as low as possible

Remedial tasks:

1



Standards:

EN 1176-1:2017+A1:2023, EN 1176-2:2017
The item and its surfacing (where applicable) meet with the requirements of the relevant standards.

Maintenance Finding

Description

Surface is wearing.

Tasks

Monitor for significant deterioration and rectify when necessary.

Risk level:

Very low

Risk score:

3

Finding Photos



General Notes

The risk scores are calculated by plotting the likelihood of harm against the severity of the injury sustained. The likelihood is given a score of 1 to 5, and the severity is given a score of 1 to 5. In doing this a matrix is produced which gives a numerical assessment of the risk on a score of 1 to 25, and a judgement is made as to which risks are low, which are medium and which are high. Risk scores may be adjusted in the light of experience and therefore may not be exactly as per the table. For example, a score of 7 may be noted.

Risks are calculated in this way:

1. An assessment of the likelihood of harm taking place is made using the numbers 1 to 5, by following these descriptions:
 - a. 1 = Rare
 - b. 2 = Unlikely
 - c. 3 = Moderate
 - d. 4 = Likely
 - e. 5 = Certain
2. An assessment of the severity of the injury sustained is made using the numbers 1 to 5, by following these descriptions:
 - a. 1 = Insignificant
 - b. 2 = Minor
 - c. 3 = Moderate
 - d. 4 = Major
 - e. 5 = Catastrophic
3. The two numbers are multiplied to give a risk score on a scale of 1 to 25.
4. Scores of 1 to 7 inclusive are considered to be low risk and are considered to be tolerable where this is the innate risk of the item, but where remedial works are identified these should be undertaken,
5. Scores of 8 to 12 are considered to be medium risk and some control measures may be identified to reduce the risks to low, tolerable levels,
6. Score of 13 and above are considered to be high risk and urgent action is considered to be necessary to reduce the risks to tolerable levels.

General Notes

It is important to note that where an outcome is catastrophic, but for which the likelihood is rare this will present a score of $1 \times 5 = 5$ = low risk. Similarly, a certain event for which the consequence is insignificant will present a score of $5 \times 1 = 5$ = low risk. It is important to consider likelihood and consequence, and not just one of the factors in isolation.

The multiplication of the factors into a risk matrix is given here in Table 1, with a judgement made as to risk scoring indicated by colour.

Green = LOW risk, Amber = MEDIUM risk, Red = HIGH risk.

Table 1 – Risk Score Matrix

L i k e l i h o o d	Severity					
		1 Insignifi- cant	2 Minor	3 Moderate	4 Major	5 Catastro- phic
	1 = Rare	1 LOW	2 LOW	3 LOW	4 LOW	5 LOW
	2 = Unlikely	2 LOW	4 LOW	6 LOW	8 MEDIUM	10 MEDIUM
	3 = Moderate	3 LOW	6 LOW	9 MEDIUM	12 MEDIUM	15 HIGH
	4 = Likely	4 LOW	8 MEDIUM	12 MEDIUM	16 HIGH	20 HIGH
	5 = Certain	5 LOW	10 MEDIUM	15 HIGH	20 HIGH	25 HIGH

General Notes

Inspection Scope

The inspections are undertaken using the RPII's inspection scope.

Compliance with Standards

Inspections are undertaken with reference to the appropriate standards, which are listed next to each item. Compliance with these standards is not mandatory in law, but it is useful to know whether items comply or not. If we think a change is needed, then this is noted in our report. Non-compliance does not necessarily mean that a change is needed. Where a standard is undated the current version is applied, unless overlap periods are allowed by the standards committee at the time of update. The information provided herein is to assist the owner/operator to fulfil its responsibilities as detailed in the relevant standards. Other standards referenced within the listed standards do not form part of this inspection, unless they are also explicitly listed here.

The listed standards are relevant to all installations of equipment which are publicly accessible, including public parks, pay to play parks, schools, nurseries, public houses, holiday parks, indoor play centres, farm parks and the like. All equipment used in publicly accessible areas should meet with the requirements of the relevant listed standard.

Additionally, EN 1176-7 provides guidance on installation, inspection, maintenance and operation to owners/operators of equipment and ancillary items. In the United Kingdom the National Foreword forms an important part to the understanding and implementation of the recommendations set out in EN 1176-7. It clarifies the application of the document within the UK as best practice guidance, as the document has been used since its initial publication. Therefore the EN 1176-7 contains no requirement in the UK and needs to be read and implemented as guidance, with the use of the terms 'shall' therefore becoming a recommendation, as in the term 'should'.

Domestic equipment falls outside the scope of standards for publicly accessible spaces. Domestic play equipment has its own standard (BS EN 71 – Safety of Toys). Where domestic equipment can be identified this will be acknowledged in the report, but compliance may be assessed to the applicable standard relating to publicly accessible equipment.

When water play items, including spray parks, are inspected any comments concerning compliance within the inspection will refer to EN 1176. We have not assessed these against the requirements of EN 17232 (Water play equipment and features).

Compliance with standards is not always a clear-cut thing. Some interpretation can be needed, and our interpretation may differ from the interpretation of others. In some cases, we may decide not to note non-compliance in cases where we think it may mislead or be unhelpful so to do.



General Notes

What We Inspect

Annual and Post Installation inspections will take into consideration compliance with current standards and defects related to wear and vandalism. Items not listed in the report have not been included in the inspection. The inspection will cover the playground equipment and the active area (that area which is obviously part of the playground), nominally up to 3.0 metres around, the fence line if closer, or other areas as agreed.

Operational inspections only take into consideration defects related to cleanliness, equipment ground clearances, ground surface finishes, exposed foundations, sharp edges, missing parts, excessive wear (of moving parts), structural integrity, wear and vandalism. Routine visual inspections (if undertaken) relate only to the most obvious defects such as broken or missing parts, vandalism and issues created by severe weather conditions (the intention is to identify hazards created by storm damage).

The inspection is non-dismantling, non-destructive and does not include any structural, toxicology or impact assessments defined in the standard; however, the inspector will undertake a manual test for stability and if equipment fails under manual load, or any other hazard is identified as an unacceptable risk, the owner/operator will be notified as soon as practicably possible.

The inspector will access all reasonably accessible equipment and will assess all reasonably accessible parts above the standing surface. Where it is not possible to access parts of the equipment without employing an alternative means of access the report will record the action required by the owner/operator to ensure the continued safe use of the equipment. Ancillary equipment will be assessed using the inspector's knowledge and experience of the standards named in this document to ensure as far as is reasonably practicable the continued safe use of the items concerned. The owner/operator is responsible for the overall safety of the equipment and area. Inspectors who are trained to use ladders may use them where it is safe to do so, but if members of the public are present on site ladders may not be used to access the equipment.

What We Don't Inspect

The inspector will not undertake any of the following works unless specifically agreed in writing at the time of order:

Checking the depth and underlying structural integrity of any surface areas and/or carrying out any testing of impact absorbing properties of any surfaces. The identification of any corrosion, rot or other deterioration in any apparatus or equipment other than by an external inspection or the inspection of any equipment (or part thereof) that is underground or beneath the playing surface. Tightening any bolts, hinges or other fixing devices on any apparatus or equipment. Assessing or inspecting any electrical installations contained on any site and/or apparatus and/or equipment. Assessing or inspecting any water supplies and/or water features and/or any associated computerised systems (including carrying out any programming).



General Notes

The owner/operator should have a 'design risk assessment' provided by the manufacturer/designer of the area for the equipment and location in which the facility is installed.

We have inspected without dismantling or destruction and so some aspects of the relevant standards may not be testable on site.

The operator is responsible for managing risks of their provision and is required by law to carry out a 'suitable and sufficient assessment' of the risks associated with a site or activity and this inspection shall be considered as contributing to the operator's discharge of this responsibility.

Exposure to Risk

Exposure to acceptable levels of risk and challenge is essential to children's development and allows them to exercise their right to play. Therefore, it can be judged that levels of risk above low risk can be acceptable. The risk scores shown allow the operator to make a judgement after first considering the benefit of the activity to which the risk score relates.

Ownership

There may be cases where we report issues that are not the site owner's responsibility. It is not necessarily possible for us to determine who owns what, and in any case we need to bring all risks to your attention if they can affect the safety of the site's users.

Contemporaneous Findings

Our report shows the findings at the time of inspection. Subsequent events may affect the condition of the site. Suggested remedial actions are based upon our knowledge and experience. The owner/operator should seek the advice of the manufacturer or a competent person when undertaking repairs and/or modifications to equipment.

Timber

Where timbers are set into the ground it is not always possible to determine levels of decay. The owner/operator should ensure it conducts appropriate inspections to identify decay before it becomes a problem.

We can undertake more in-depth testing of your playground timbers using resistance penetration.

Timber is known to decay from the inside out. This makes it very important that you ensure proper testing and inspection is undertaken of your playground timbers, especially where defects may be hidden inside the structures. Testing using resistance penetration can help to identify defects before they become outwardly apparent, but can also confirm the condition of good timbers to prevent premature replacement with its associated costs. The testing is undertaken using a specialist machine, which uses electronically controlled drill resistance measurement. The drill is fine enough that it does not cause permanent damage to reduce the lifespan of the equipment.

Please contact us for pricing and further information.

Planting and Trees

Where planting or trees are mentioned in our report, please be advised that we do not undertake any arboricultural, horticultural or toxicological assessment of suitability or condition. You must ensure you undertake suitable inspections from an appropriate expert.



General Notes

How This Inspection Contributes to Your Annual Main Inspection

The owner/operator is responsible for following the guidance of the relevant standards. The standards give guidance on the installation, inspection, maintenance and operation of the various types of facility. The inspection guidance is listed in Table 1, with an indication of which parts will be included in your RoSPA inspection [the items in the first column are the items which comprise an “Annual Main Inspection”, the second column shows which elements form part of a RoSPA inspection, items with a cross are not included, some items may have limitations as shown in the notes to the Table 1). The standards also contain additional parts which the owner/operator should follow.

Table 1

Inspection Recommendations of relevant standards These form the Annual Main Inspection	Included in RoSPA Inspection?
6.1 d) Overall levels of safety of equipment (see note 1)	✓ [1]
6.1 d) Overall levels of safety of foundations (see note 1)	✓ [1]
6.2 d) Overall levels of safety of playing surfaces (see note 2)	✓ [2]
6.1 d) Compliance with the relevant parts of the standard and or risk assessment (see note 3)	✓ [3]
6.1 d) Effects of weather	✓
6.1 d) Presence of rot, decay or corrosion (see note 1)	✓ [1]
6.1 d) Assessment of repairs made or added or replaced components (see note 4)	✓ [4]
6.1 d) Excavation or dismantling/additional measures	✗
6.2.1 Assessment of glass reinforced plastics (see note 5)	✓ [5]
6.2.1 Inspection of one post equipment (see note 1)	✓ [1]
6.2.4 Undertaking the Operators inspection protocol	✓
6.2 c) Presence of rot or corrosion (see note 2)	✓ [2]
6.2 c) Assessment of repairs made/added or replaced components (see note 5)	✗
N.B. The clause numbers above are taken from BS EN 1176-7:2020. The content is equally applicable to all other relevant standards. Playgrounds contains a range of equipment from different manufacturers and installed over a number of years; operators should implement any guidance provided by the manufacturer. Item specific detail is not readily available to RPII Playground Inspectors, whose report contributes to the operator's overall Annual Main Inspection as details in the relevant standard. Notes [1] A manual test only is undertaken for stability. Wear and instability are only detectable where readily apparent without dismantling or destruction and without the use of tools, excavation or specialist equipment. Rot and corrosion are tested for with a hammer and/or steel rod. Decay in timber may exist which can only be found with specialist equipment. We therefore cannot be held responsible for the presence of such decay. [2] Only the visible condition and dimensional compliance of surface extent is considered. Neither testing of impact attenuating properties nor measurement of the thickness of bound surfaces are undertaken on annual inspections. We can conduct impact testing for additional fees. [3] The inspection assesses compliance where this can be tested on site using manual methods without dismantling, destruction and without the use of tools or specialist equipment [4] The operator should use manufacturer's recommended parts, or equivalent. We are unable to verify if such parts have been used, and any subsequent change in quality or performance [5] Visible glass fibres will be noted in reports. The operator is responsible for repairs or replacement.	

EN 1176 Notes – Summary of Requirements

PROTECTION AGAINST INJURIES IN THE FREE SPACE

- * No obstacles in the minimum space (other than structures to assist or safeguard the user)
- * Traffic flows should not go through the minimum space

PROTECTION AGAINST INJURIES IN THE FALLING SPACE

- * Free height of fall should not exceed 3m
- * No obstacles in the falling space
- * Platforms with fall heights of more than 1m between them require surfacing

PROTECTION AGAINST INJURIES DUE TO OTHER TYPES OF MOVEMENT

- * No unexpected obstacles

SURFACING SAFETY REQUIREMENTS

- * Surfacing should have no sharp edges or protrusions
- * Loose fills should be 100mm more than the depth required to meet the HIC reading (usually 200mm)
- * Hard surfaces should only be used outside where children fall
- * Testable Impact absorbing surfaces if falls over 600mm are possible. Topsoil or turf may be used up to 1m

DESIGN AND MANUFACTURE

- * The equipment must be suitable for the user and risks should be identifiable by the child
- * Accessibility: adults must be able to gain access to help children
- * Grip requirements: permitted diameter 16 - 45mm (i.e. overhead bars)
- * Grasp requirements: maximum diameter 60mm (e.g. handrails on steps)
- * Requirements for easily accessible equipment

FINISHING

- * Timber species and synthetics should be splinter resistant
- * No protrusions or sharp-edged components
- * Bolts should not protrude by more than 8mm
- * Corners, edges or projecting parts over 8mm should have a 3mm radius.
- * No hard and sharp-edged parts (e.g. razor blade effect caused by sheet steel)
- * No crushing or shearing points
- * Connections should not come loose by themselves and should resist removal.
- * Timber connections should not rely solely on screws or nails.
- * Leaking lubricants should not stain or impair the safety of the equipment

FIBRE ROPES

- * Conform to EN 701 or 919 or have a material and load certificate
- * Ropes used by hands shall have a soft, non-slip covering

WIRE ROPES

- * Non-rotating and corrosion resistant with no splayed wires outside the ferrule
- * Wire connector clip threads should protrude less than 8mm
- * Turnbuckles should be enclosed, have a loop at each end and be secured

CHAINS

- * Maximum opening of individual links: 8.6mm in any one direction.
- * Connecting links between chains must be less than 8.6mm or over 12mm

SWINGING SUSPENDED ROPES

- * Not combined with swings in the same bay
- * Less than 2m long: over 600mm from static parts; over 900mm from swinging parts
- * 2m - 4m long: over 1000mm from anything
- * Diameter: 25 - 45mm

CLIMBING ROPES

- * Anchored at both ends and movement less than 20% of rope length
- * Single climbing rope diameter: 18 - 45mm (nets comply with Grip requirements)

ENTRAPMENTS

- * Entrapment: a place from which children cannot extricate themselves unaided
- There are six probes: the Torso Probe, the Large Head Probe, The Small Head probe, the Wedge Probe and the two Finger Rods. There is a toggle test to reduce the dangers of clothing toggles being caught on slides, fireman's poles and roofs, and a ring gauge to test for rocker hand/foot rest protrusions.

BRIDGES

- * The space between the flexible bridge and rigid sides should be not less than 230mm

ENTRAPMENT OF FEET AND LEGS

- * Inclined planes (not suspension bridges) less than 38° should have no gaps over 30mm
- * There are no requirements for suspension bridge gaps other than the main entrapment requirements

FINGER ENTRAPMENTS

- These occur in: 1. gaps where child's movement may cause a finger to become stuck; 2. open-ended tubes; 3. moving gaps
- * Tube ends should be securely enclosed and removable only with tools
 - * Moving gaps should not close to less than 12mm

BARRIERS AND GUARD-RAILS

- * Hand-rail: a rail to help the child balance
- * Guard-rail: a rail to prevent children falling
- * Barrier: a guard-rail with non-climbable in-fill

HAND-RAILS

- * Where required they should be between 600 and 850mm above the standing surface

EQUIPMENT FOR UNDER 3'S

- * Platforms over 600mm require a barrier with a minimum height of 700mm high + impact absorbing surfacing

EQUIPMENT FOR OVER 3'S

- * Platforms up to 1000mm: No barriers or guard-rails required + impact absorbing surface over
- * Platforms 1000-2000mm: 600 - 850mm high guard-rail + impact absorbing surfacing
- * Platforms 2000-3000mm: 700mm high barrier + impact absorbing surfacing
- * No bars, infills or steps which can be used as steps. Tops should discourage standing or sitting

MEANS OF ACCESS

- The main change in this area is that the probes should now be applied to accesses. All means of access should have no entrapments; be securely fixed; be level to $\pm 3^\circ$ (ramps across width) and have a constant angle. It does not refer to agility equipment used as an access i.e. arched climbers, scramble nets. There are specific measurements for ladders, stairs and ramps.

EN 1176 Notes – Summary of Requirements

SWINGS

The main changes relate to requirements for new types of swings, dimensions and surfacing areas.

REQUIREMENTS

* No all rigid suspension members (i.e. solid bar top to bottom) * Design should be principally for use by seated children (RoSPA interpretation) * Two seats per bay maximum. Do not mix cradle and flat seats in same bay * Some types of swings have slightly different requirements. Information should be obtained from the supplier * Single point swing chains should not twist round each other * Single point swings require a secondary bearing support mechanism

DIMENSIONS

* Minimum ground clearance at rest: 350mm (400mm for single point swings and tyres) * No maximum seat surface height but RoSPA recommends a max. height of 635mm for cradles and flat seats * Distance between seat and frame: 20% of swing suspension + 200mm * Distance between seats: 20% of the swing suspension + 300mm * Pivot splay (separation distance) at crossbar: width between seat fixings plus 5% of swing suspension length

SITING

* Swing sets for young children should be separated from those for older children and sited to avoid cross traffic

SURFACING REQUIREMENTS

Forward and Back

* Different areas for synthetic and loose-fill surfaces in a box or pit. Measurements each way are: 1. synthetic: $0.867 \times \text{length of suspension member} + 1.75\text{m}$ 2. loose-fill: $0.867 \times \text{length of suspension member} + 2.25\text{m}$

Side width

* Seat width no greater than 500mm: 1.75m minimum (i.e. .875m each way from seat centre)

* Areas for two seats in one bay may overlap providing the distance between seats is correct

Single point swings

* Circular area with a radius equal to the Forward and Backward figure for other swings

SLIDES

SAFETY REQUIREMENTS

* Free-standing slides: the max. vertical height which a stairway can reach without a change of direction is 2.5m. * Starting section at the top of each chute: length 350mm minimum, zero to 5° downwards at the centre line.

N.B. This can be the platform if the slide is attached to it * If the starting section is over 400mm long, platform requirements apply *

From a platform, the gap to the slide is the same width as the slide * Attachment slides over 1m free fall height should have starting section barriers 500mm min. high at one point * Attachment slides over 1m FFH should have a guard-rail across the entrance at a ht. of between 700-900mm

Sliding sections

* Maximum angle: 60° at any one point and an average of 40° * The width of open and straight slides over 1500mm long should be less than 700mm or greater than 950mm * Spiral or curved slides should have a width less than 700mm

RUN -OUTS

* Run-outs of at least 300mm are required if the sliding section is under 1.5m long. * Additional requirements are required for different types of slides * Average angle of run-outs: DIN type 10° (BS type) 5° (both downwards) * Height of run-out: Less than 1.5m sliding length: max. 200mm. Greater than 1.5m sliding length: max. 350mm * Users should come to a stop on the run-out section (BS type only)

* Chutes should have a side height related to the fall height: 1.2m: 100mm minimum : 1.2m - 2.5m: 150mm minimum : Over 2.5m: 500mm minimum

* Maximum side angle from slide bed: 30° * Tops of sides should be rounded or radiused to at least 3mm * Tunnel slides should be a minimum 750mm high and 750mm wide * Tunnels should start on or at the end of the starting section and be continuous over the sliding section only

SURFACING REQUIREMENTS

Normal distances except for the run-out which should be: * DIN type: 1m each side and 2m beyond (or just 1.5m beyond for short slides) * BS type: 1m each side and 1m beyond

CABLE RUNWAYS

SAFETY REQUIREMENTS

* Stop at end should progressively slow down the traveller * Traveller should not be removable except with tools * No access to internal mechanism * Suspension mechanism: flexible, exclude risk of strangulation or be at least 2m above the ground in the middle * Where children hang by the hands, the grip should not be enclosed (i.e. a loop)

* Climbing should be discouraged onto the grip * Children should be able to get off the seat at any time (i.e. no loops or straps) *

Maximum loaded (69.5kg) speed is 7m per second * If two cables are placed parallel the min. distance between them is 2m

IMPACT AREAS

* 2m either side of main cable

ROTATING ITEMS

The main changes are in clearer separation into different types. A change in the clearance between the underside and the ground will affect older items. The change should provide greater safety. NOTE: Rotating items under 500mm diameter are excluded from these requirements

SAFETY REQUIREMENTS

* Maximum free height of fall: 1000mm (For overhead items: 1500 - 3000mm) * Max. speed at periphery under reasonable use: 5m per second. As no method is given, this cannot be tested * Hand grips should be between 16 - 45mm

SPECIFIC REQUIREMENTS

There are specific requirements for different types of roundabout. The two most common ones are:

Platform roundabouts:

EN 1176 Notes – Summary of Requirements

* Platforms should be circular and enclosed * All parts should revolve in the same direction * No super-structure over the edge of the platform * Mechanism should be enclosed * Height between underside and ground 60 – 110mm for 300mm in * Protective skirts should be of rigid material and have no burrs or other defects * The bottom edge should be flared towards the inside or protected

Giant revolving discs

* Clearance of underside at lowest point: 300mm * Max. platform height: 1m * Free space: 3m * Upper surface should be continuous, smooth and with no handles or grips * Underside should be continuous, smooth and without any radial variations (i.e. spokes) or indentations

MINIMUM SPACE

* Free space: Horizontal: 2m all round * Vertical head clearance from platform: sitting 1.5m ; standing 1.8m * Small rotating items under 500mm diameter are excluded but RoSPA suggests as for rocking items

SURFACING REQUIREMENTS

* There are no special extra requirements for surfacing areas * Surfaces should be continuous underneath and level

ROCKING ITEMS

DEFINITIONS

* Rocking equipment which can be moved by the user and is supported from below

* Damping: any movement restricting device. (N.B. Springs are treated as self-damping)

SAFETY REQUIREMENTS

* Throughout the range of movement gaps in all accessible joints should be under 12mm * Progressive restraint at extremity of movement is required * Foot rests should be provided where the ground clearance is less than 230mm * Hand grips should be provided for each seat or standing position

* Foot rests and hand grips should be firmly fixed and non-rotating * Hand grip diameter: 16 - 45mm (for toddler items: 30mm maximum) * Right -angled corners on moving equipment should be 20mm radius min. (e.g. a bird's beak)

MINIMUM SPACE

* 1000mm between items at maximum movement.

SURFACING REQUIREMENTS

There are no special extra requirements for surfacing areas

INSTALLATION, INSPECTION, MAINTENANCE AND OPERATION

SAFETY

* Appropriate safety systems must be established by the operator * No access should be allowed to unsafe equipment or areas * Records should be kept by the playground operator * Effectiveness of safety measures should be assessed annually * Signs should be provided giving owner details and emergency service contact points * Entrances for emergency services should be freely accessible * Information on accidents should be kept (RoSPA has a suitable form)

* Staff and users should be safe during maintenance operations

INSPECTION

* Manufacturers will recommend the inspection frequency although some sites may need a daily check

Frequency

Routine visual inspections: identification of hazards from vandalism, use or weather conditions (RoSPA recommends a recorded daily or weekly inspection) Operational inspection: every 1 -3 months or as recommended. Checks operation, stability, wear etc. Annual main inspection: checks long-term levels of safety

* An inspection schedule should be prepared for each playground, listing components and methods

* Appropriate action should be taken if defects are noted

ROUTINE MAINTENANCE

* Basic routine maintenance details should be supplied by the manufacturer

CORRECTIVE MAINTENANCE

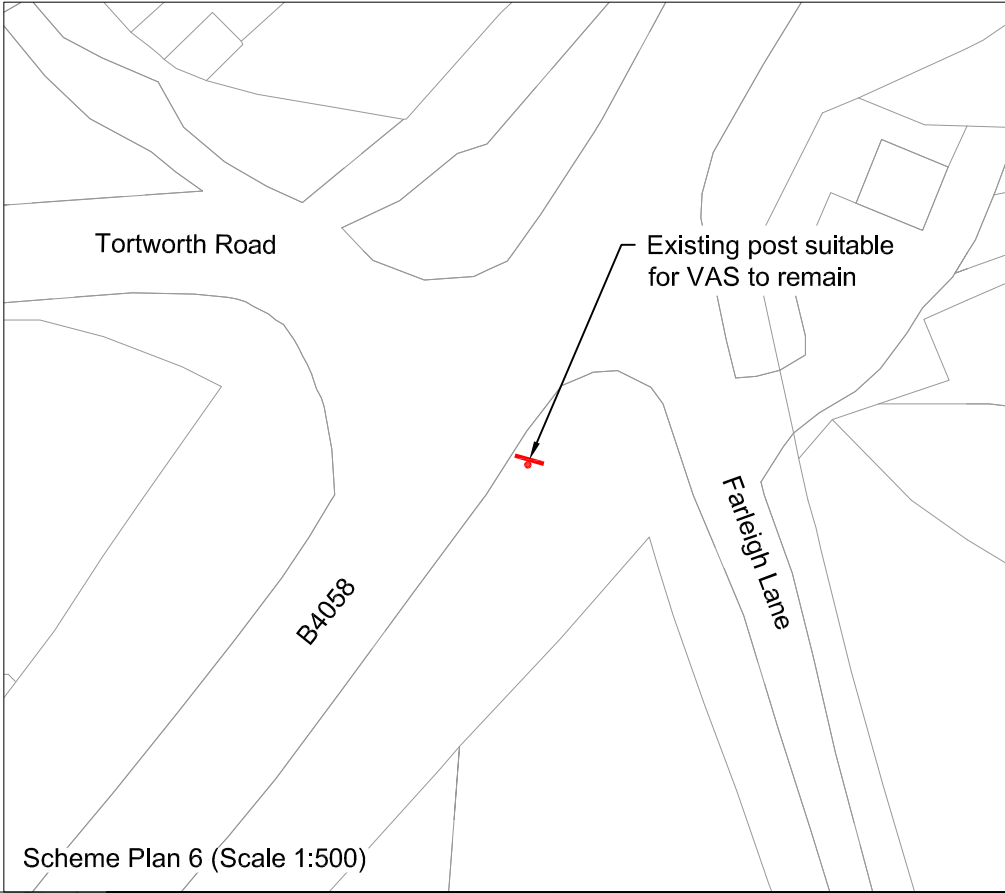
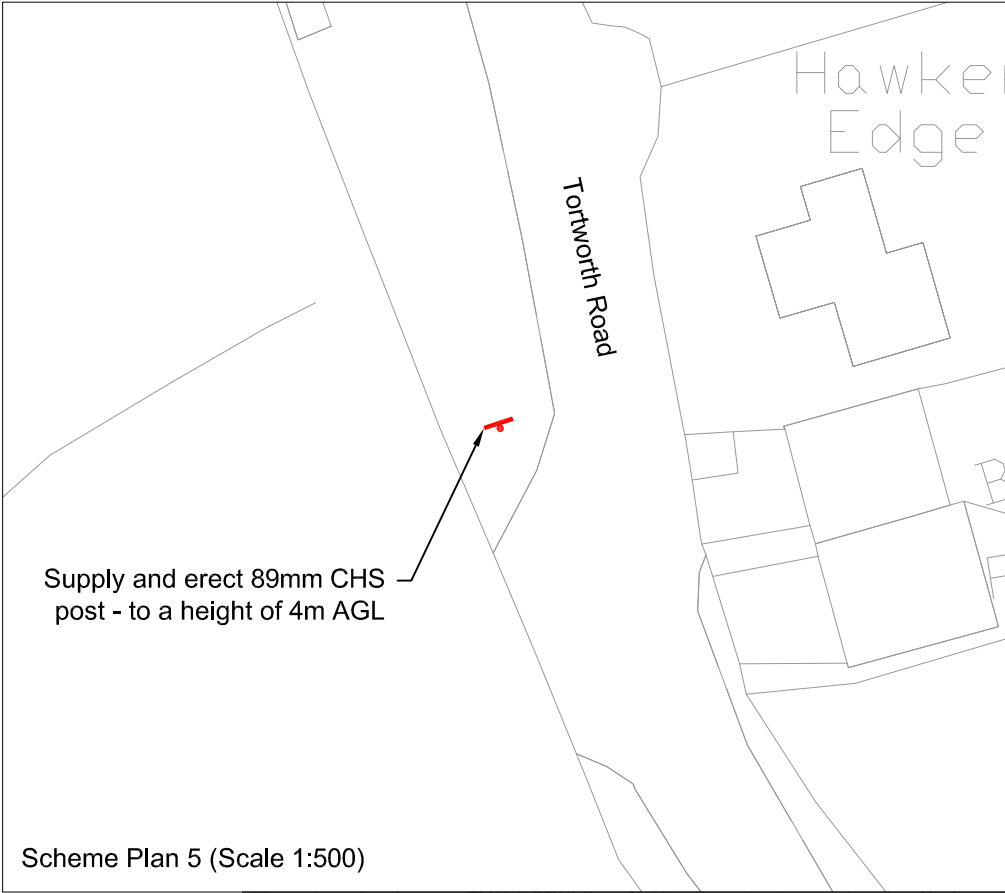
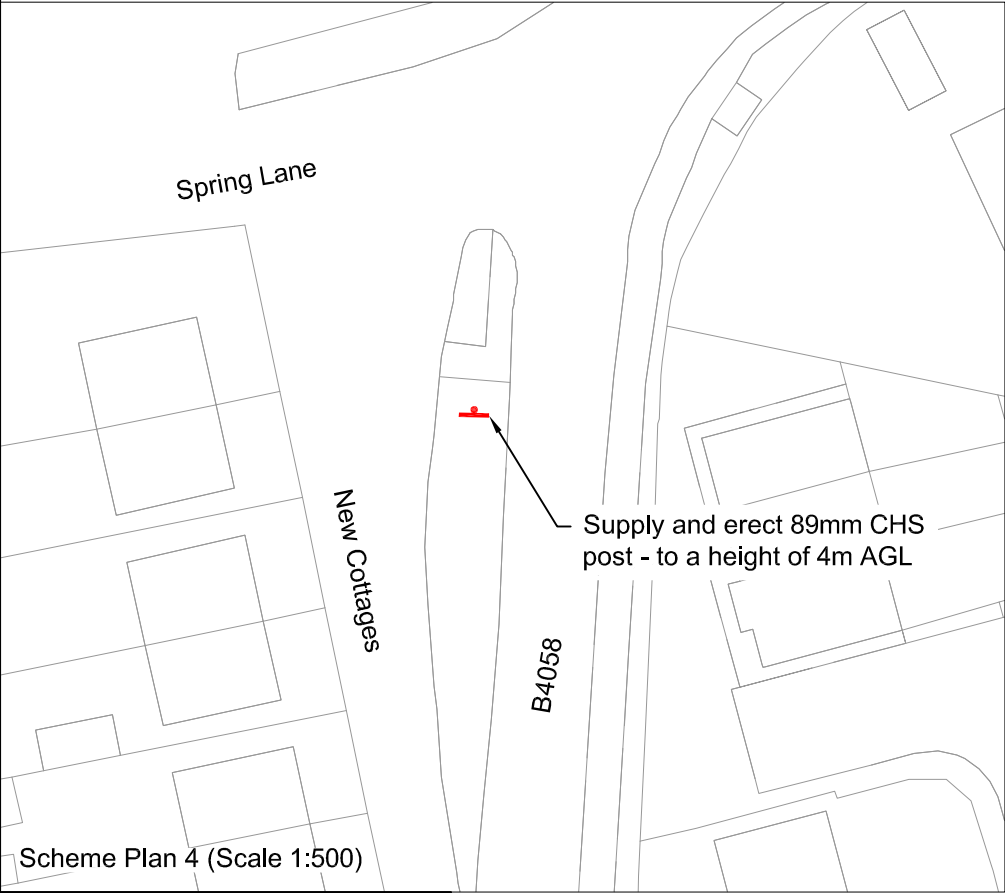
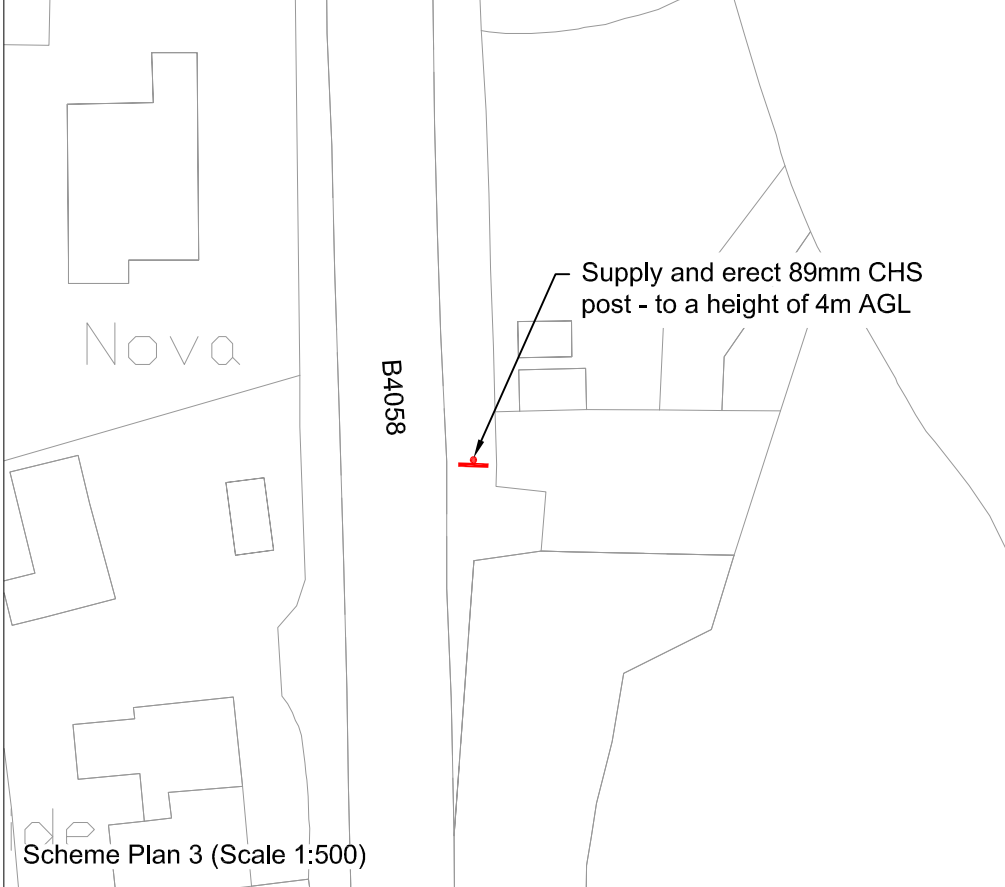
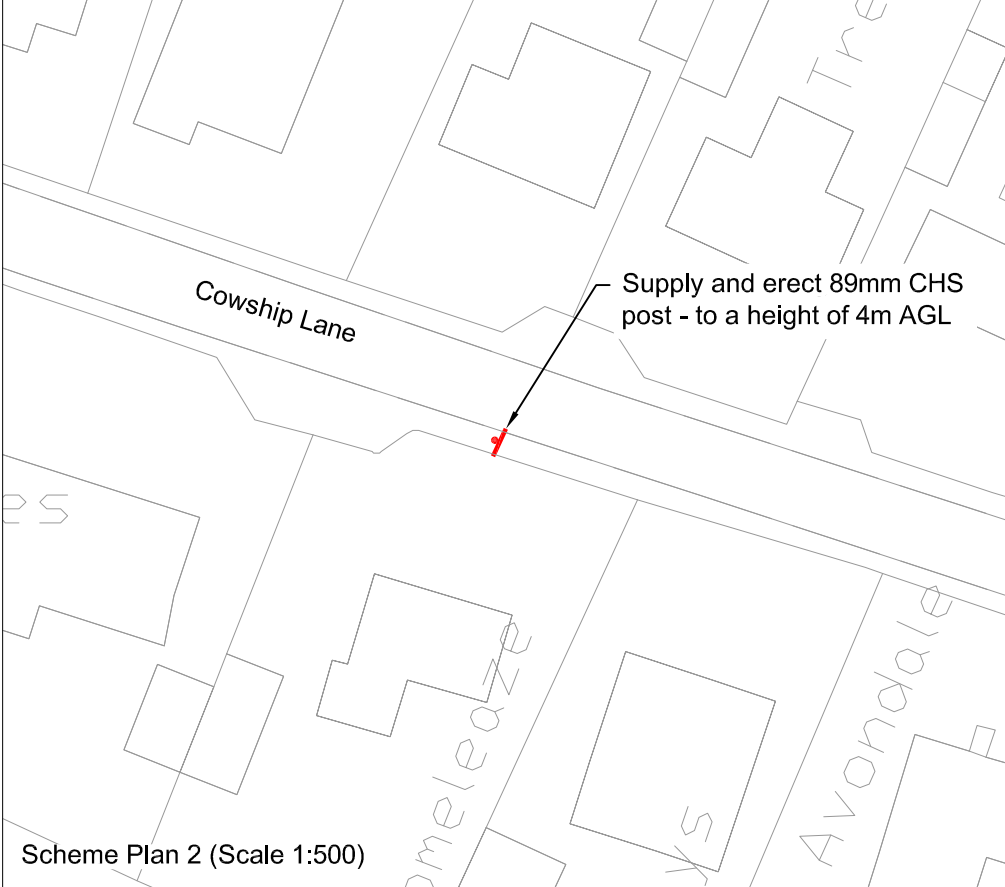
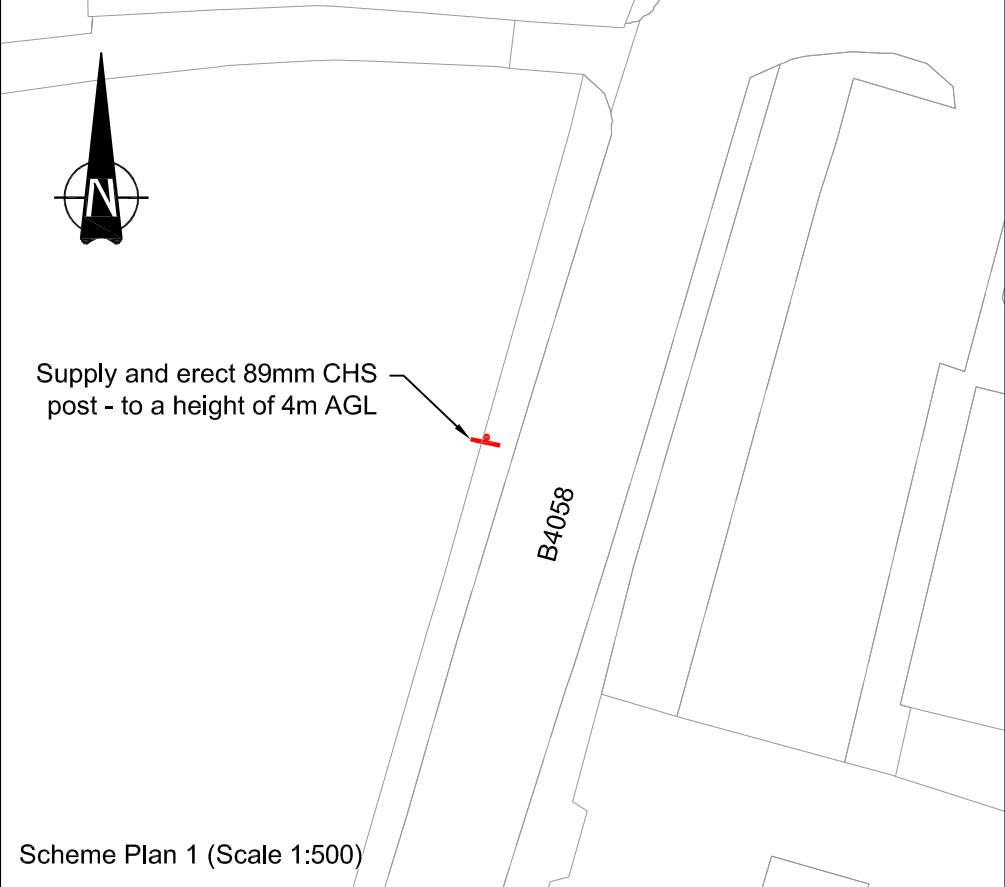
* This covers remedial work and repairs as required * Alterations should only be carried out after consultation & agreement with the supplier or a competent person



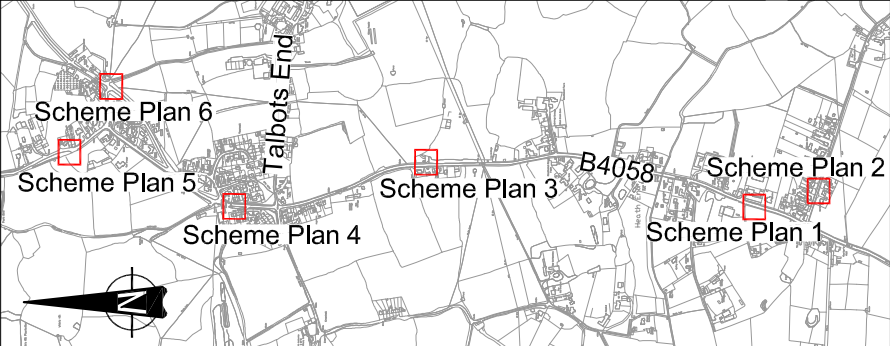


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Rev	Description	Drawn	App'd	Date





DEPARTMENT OF PLACE

EXECUTIVE DIRECTOR - PLACE

Nigel Riglar

PLACE OPERATIONS - STREETCARE

PO Box 1954
Bristol, BS37 0DD
Telephone: 01454 868 000
Email: TransportServices@southglos.gov.uk

Project		Cromhall VAS			
Title		VAS Post Locations			
Scale @ A3		As Shown			
Drawn	OM	Checked	MS	Approved	MS
Date	Apr. 25	Date	Apr.25	Date	Apr.25
Dwg No.		Parish	Scheme	Number	Rev.
T408		-	078	-	001
				-	

Possible locations for dog bins in Cromhall parish

	Location	Description	Comment from SGC Streetcare
1	Eastern end of Jubilee Lane, at junction with footpaths OCR25/10 and OCR/25/20	On right side of stile (looking from the road)	Doesn't appear to be any litter issues, very quiet area with a few dog walkers. The area is close to the road, although it's a quiet road you would have to be mindful about putting a bin to close otherwise it will likely get hit. There is somewhere nearby for the operative to stop and empty the bin, I think they only realistic option would be a dog bin
2	Heathend Garage, B4058	Between bus stop and end of garage building	I would suggest putting a small bin on the bus stop, possibly a post mounted bin on the bus stop itself? The grass verge is SGC maintained however it's very close to the side wall belonging to the local garage, you may want to consult them prior to any installation.
3	Talbots End, by junction with footpaths OCR16/10 and OCR12/30	By footpath marker on north side of road	Very limited space here, is there a real need for a bin? Has there been a litter problem previously? Due to the area I would suggest a dog bin is probably the only option.
4	B4058, junction with Tortworth Road, opposite Cromhall Chapel	On verge by junction	Seems like a sensible location for a bin, probably a dual purpose wybone litter bin is the best option.
5	Knapp Lane at junction with footpath OCR/37/20 (north corner of Hawkers Knapp)	On verge by track entrance	Is there a need for a bin here? Seems a slightly strange location and is there enough footfall to justify it? There would be an issue stopping on this road to empty the bin as it's a single track.
6	Church Lane at junction with Backcrack Lane	Verge on south side of Church Lane	The grass verge is not an option as the bin is likely to get hit. Again concerns over somewhere safe for our operative to park and empty the bin.



Supply costs - provided June 2024 so will be slightly higher now

Provide and install a Green Shoot dog bin (left) £447.34 + VAT – these can be post or wall mounted. *(If mounting on an existing post it would probably be cheaper to source and install these ourselves.)*

Provide and install a dual purpose Wybone bin (right) £644.70 + VAT – floor mounted

Emptying - current costs, per year, both types

Weekly emptying £344 or fortnightly £172





CROMHALL PARISH COUNCIL TRAINING & DEVELOPMENT POLICY

Version	Date adopted	Minute ref:	Details / Key Changes	Review due
1.0	11/05/2022	2022/05/9a	Was "Training and Development Policy 2022"	May 2023
2.0	23/04/2024	2024/04/10.4.1	Inclusion of training agreement and expectation for council to fund membership of professional body	April 2025

Introduction

This document constitutes the council's training and development policy. It sets out:

- The council's commitment to training and development.
- The identification of training and development needs.
- Financial requirements.
- Evaluation of provision.

Objectives

The objectives of this policy are to:

- Encourage councillors and staff to undertake appropriate training and development.
- Allocate training in a fair manner.
- Ensure that all provision is evaluated to ensure value to both the council and individuals.

Council commitment to training and development

Cromhall Parish Council consists of seven Councillors and employs one part-time Clerk/RFO. The council will support councillor training and will ensure that staff undertake a programme of continuing professional development (CPD) in line with the requirements of their requisite professional bodies.

Providing training and development realises a number of benefits:

- Improves the quality of services and facilities that the council provides.
- Enables the council to better achieve its aims and objectives.
- Improves the skill base of both staff and councillors.
- Improves the effectiveness and efficiency of the council team.
- Demonstrates that both staff and councillors are valued.

Training and development will be achieved by including a realistic financial allocation in the annual budget. The adoption of this training and development policy will achieve many benefits for Cromhall Parish Council and assist will council to achieve its aims and objectives through continuing professional development and enhancement of the skills of both councillors and staff.

Identification of Training and Development Needs

Training and development needs will be identified by considering the overall objectives of the council alongside the requirements of the individuals. Appropriate training and development will be planned and organised to meet these specific needs and its effectiveness will be evaluated.

Staff and councillors will be asked to identify their training requirements when they are appointed to their role, and on an ongoing basis. Staff will also have the opportunity to raise any further training needs as part of their annual appraisal process.

Training and development needs may change over time, due to changing circumstances. These might include new legislation, new working methods and practices, or the changing needs and priorities of the council. It is likely that any training and development needs or opportunities will be first identified by the clerk, but councillors are also encouraged to put forward suggestions for additional training and development when identified.

Both staff and councillors will be strongly encouraged to attend training courses, workshops or seminars where suitable provision is identified. Staff and councillors who wish to be nominated for training and development should discuss this with the council who will approve the training and development subject to its relevance to the council's needs and/or service delivery.

Facilitation of training and development

The council will include a suitable amount in the budget to cover the cost of training and development. Any reasonable costs associated with such training (for example travel costs or purchase of required equipment) will also be covered.

Staff will generally undertake training during paid working hours (though an exception may be made for significant qualifications – see later section.)

Membership of professional body

To support the Clerk's continuing professional development, the council will pay for membership of the Society of Local Council Clerks.

Significant qualifications

Where the Clerk is undertaking a qualification at Level 3 or above (e.g. CiLCA), they may be required to sign a written training agreement setting out the proportion of time spent which may be claimed as working hours and provision for paying back a proportion of the cost if they should leave the council's employment within two years after gaining the qualification. A draft training agreement can be found at Appendix A.

Policy review

This policy will be reviewed annually.

Appendix A – Training Agreement

Employee name	
Qualification	
Date of commencing study or training	
Expected date of award	
Cost of course of study/training	
Expected incidental costs	
Study time expectation	

This agreement sets out the terms under which Cromhall Parish Council agrees to fund completion of qualifications at Level 3 and above (e.g. the Certificate in Local Council Administration.)

Financial

Cromhall Parish Council agrees to fund the costs of the above training and to reimburse any incidental costs incurred, for example travel costs or purchase of required equipment.

The employee agrees to refund a proportion of the training cost should they leave the employment of the council within two years of completion of the qualification, on the following basis: *(to be amended as agreed)*

Leaving date in relation to date of award of qualification	Proportion of training cost reimbursed to council
<i>During the period of study</i>	<i>50%</i>
<i>Less than 6 months after award</i>	<i>50%</i>
<i>Between 6 and 12 months</i>	<i>30%</i>
<i>Between 12 and 24 months</i>	<i>10%</i>
<i>More than 24 months</i>	<i>No repayment</i>

Any incidental expenses claimed will not be required to be repaid.

Study time

Attendance at organised, external training sessions will be part of normal working hours.

For activities carried out individually, where such activities undertaken are directly related to the employee's current work role, they can be carried out during normal working hours. This includes any additional requirements over and above the usual work tasks. For example, if writing minutes or reviewing a policy (part of usual work role) but required to annotate the document (to fulfil a study objective) this can be done as part of the work task.

Where the activities to be undertaken would not normally be part of the employee's role, this will be done in the employee's own time. If there is any doubt as to where a specific activity falls, the employee should discuss with the Chairman to reach agreement.

Signed on behalf of the council:

Signed by employee:

Date of signing:

(Chairman)

Summary accounts for 2024-2025**RECEIPTS**

		2023-24	2024-25
Precept			
	Precept	£ 23,941.00	£ 23,947.00
Other Receipts			
	CIL	£ 349.94	£ 1,046.69
	Rents	£ -	£ 100.00
	Bank interest	£ 197.92	£ 1,640.96
	VAT Repayments	£ 3,081.55	£ 3,094.33
	Miscellaneous Receipts	£ 233.49	£ 101.38
TOTAL Receipts		£ 27,803.90	£ 29,930.36

PAYMENTS

		2023-24	2024-25
Staff			
	Home working allowance	£ 208.00	£ 312.00
	Staff costs	£ 5,046.14	£ 7,987.27
	Payroll admin	£ 265.30	£ 108.15
Council admin			
	Office supplies	£ 7.49	£ 88.89
	ICO registration	£ 35.00	£ 35.00
	Audit	£ 413.03	£ 252.00
	Website	£ 242.00	£ 242.00
	Subscriptions	£ 324.81	£ 343.54
	Training	£ 110.00	£ 1,031.00
	Insurance	£ 651.46	£ 667.63
	Room hire	£ 310.00	£ 280.00
	Bank charges	£ 6.73	£ 71.40
	Travel	£ -	£ 33.72
	IT equipment and software	£ 59.99	£ 137.99
	Elections	£ 175.00	£ -
	Postal address	£ -	£ 27.98
Open spaces			
	Grass cutting - tendered	£ 3,788.88	£ 4,029.51
	Grass cutting - localism	£ 725.04	£ 755.44
	Trees	£ -	£ 753.00
	School field	£ 660.00	£ 771.50
	Maintenance (open spaces)	£ 816.00	£ 1,423.63
Play area			
	Inspections	£ 42.00	£ 180.00
	Maintenance (play area)	£ -	£ 1,136.81
	New equipment	£ -	£ 1,263.27
Assets - general			
	Defibrillators	£ 3,114.51	£ -
	Waste bin	£ 164.16	£ 190.80
Grants			
	Grants awarded	£ 3,030.01	£ 3,145.00
Other Payments			
	Miscellaneous Payments	£ 310.80	£ 6.00
Projects			
	Road safety	£ -	£ 327.00
TOTAL Payments		£ 20,506.35	£ 25,600.53

Quarterly budget figures - 2024-2025

Figures exclude VAT.

PAYMENTS

	Quarter 1 (April-June)			Quarter 2 (July-September)			Quarter 3 (October-December)			Quarter 4 (January-March)			TOTAL		
	This year	Budget	Over budget	This year	Budget	Over budget	This year	Budget	Over budget	This year	Budget	Over budget	This year	Budget	Over budget
Staff															
Home working allowance	78	78	0	78	78	0	78	78	0	78	78	0	312	312	0
Staff costs	1,889	2,023	-133	1,911	2,023	-112	2,130	2,023	108	2,057	2,022	34	7,987	8,090	-103
Payroll admin	0	38	-38	62	38	25	0	38	-38	46	38	9	108	150	-42
Council admin															
Office supplies	72	62	10	2	62	-60	0	62	-62	0	63	-63	74	250	-176
ICO registration	0	0	0	35	35	0	0	0	0	0	0	0	35	35	0
Audit	0	0	0	0	220	-220	210	0	210	0	0	0	210	220	-10
Website	0	0	0	0	0	0	0	0	0	242	280	-38	242	280	-38
Subscriptions	224	234	-10	0	0	0	0	0	0	120	116	4	344	350	-6
Training	80	212	-132	200	212	-12	535	212	323	188	213	-25	1,003	850	153
Insurance	668	700	-32	0	0	0	0	0	0	0	0	0	668	700	-32
Room hire	80	80	0	68	60	8	68	40	28	65	60	5	280	240	40
Bank charges	18	25	-7	18	25	-7	17	25	-8	18	25	-7	71	100	-29
Travel	7	38	-31	0	38	-38	0	38	-38	27	38	-11	34	150	-116
IT equipment and software	78	80	-2	0	0	0	0	50	-50	50	0	50	128	130	-2
Postal address	0	0	0	23	0	23	0	0	0	0	0	0	23	0	23
Open spaces															
Grass cutting - tendered	0	840	-840	2,099	1,259	839	1,259	1,259	0	0	0	0	3,358	3,358	0
Grass cutting - localism	0	158	-158	157	158	0	315	158	157	157	158	0	630	630	0
Trees	600	600	0	0	1,450	-1,450	0	0	0	28	0	28	628	2,050	-1,423
School field	570	630	-60	202	60	142	0	60	-60	0	50	-50	772	800	-29
Maintenance (open spaces)	520	775	-255	0	775	-775	0	775	-775	666	775	-109	1,186	3,100	-1,914
Play area															
Inspections	0	0	0	150	85	65	0	0	0	0	0	0	150	85	65

Maintenance (play area)	380	250	130	142	250	-108	66	250	-184	361	250	110	948	1,000	-52
New equipment	1,053	0	1,053	0	0	0	0	0	0	0	0	0	1,053	0	1,053
Assets - general															
Waste bin	0	40	-40	40	40	0	80	40	40	40	40	0	159	159	0
Grants															
Grants awarded	1,815	1,800	15	900	500	400	245	500	-255	140	500	-360	3,100	3,300	-200
Other Payments															
Miscellaneous Payments	0	0	0	6	0	6	0	0	0	0	0	0	6	0	6
Projects															
Road safety	0	2,000	-2,000	0	2,000	-2,000	0	2,000	-2,000	327	2,000	-1,673	327	8,000	-7,673
TOTAL Payments	8,132	10,661	-2,530	6,092	9,367	-3,275	5,002	7,607	-2,605	4,608	6,704	-2,095	23,834	34,339	-10,505

RECEIPTS

	Quarter 1 (April-June)			Quarter 2 (July-September)			Quarter 3 (October-December)			Quarter 4 (January-March)			TOTAL		
	This year	Budget	Over budget	This year	Budget	Over budget	This year	Budget	Over budget	This year	Budget	Over budget	This year	Budget	Over budget
Precept															
Precept	11,974	11,974	0	11,974	11,974	0	0	0	0	0	0	0	23,947	23,947	0
Other Receipts															
CIL	1,047	234	813	0	0	0	0	0	0	0	0	0	1,047	234	813
Rents	0	0	0	100	0	100	0	0	0	0	100	-100	100	100	0
Bank interest	376	200	176	423	200	223	443	200	243	399	200	199	1,641	800	841
Miscellaneous Receipts	0	0	0	0	0	0	101	0	101	0	0	0	101	0	101
TOTAL Receipts	13,396	12,408	989	12,497	12,174	323	544	200	344	399	300	99	26,836	25,081	1,755

Bank Reconciliation**Financial year ending 31/03/2025****Balances per bank statements at 31/03/2025**

NatWest current account	<i>Closed 14/05/2024</i>	-
Unity Current	<i>Statement #017</i>	£ 168.03
Unity Reserve	<i>Statement #014</i>	£ 62,838.88
Total bank balances		£ 63,006.91

Cash book

Opening balance at 01/04/2024	£ 58,677.08
Total receipts	£ 29,930.36
Total payments	£ 25,600.53
Uncleared transactions	£ -
Total net balances at 31/03/2025	£ 63,006.91

Presented to council meeting of 29th April 2025

Minute reference: CPC2025/04/11.1

Reconciliation and accompanying statements checked by:

Receipts and Payments schedule - to meeting of 29th April 2025

Receipts

Voucher	Date	Description	Supplier	Budget line	Total
307	15/04/2025	VAT repayment	HMRC	n/a	£ 279.10

Payments made under prior approval - All invoices have been examined, verified and certified by the Responsible Financial Officer

Voucher	Date	Description	Supplier	Budget line	Net	VAT	Total	Approval
284/285	31/03/2025	Salary - March	Clerk	Staff costs				2024/11/11.3
287	31/03/2025	Bank charges March	Unity Trust Bank	Bank charges	£ 6.00	£ -	£ 6.00	2024/05/11.4

Payments for approval - All invoices have been examined, verified and certified by the Responsible Financial Officer

Voucher	Date	Description	Supplier	Budget line	Net	VAT	Total	Power to spend
296	29/04/2025	ALCA subscription 2025-26	ALCA	Subscriptions	£ 226.06	£ -	£ 226.06	LGA 1972 s143
297	29/04/2025	Payroll admin Q4 2024-25	PATA UK	Payroll admin	£ 37.35	£ -	£ 37.35	LGA 1972 s111
298	29/04/2025	Training - accessible documents	SLCC Enterprises	Training	£ 27.90	£ 5.58	£ 33.48	LGA 1972 s111
299	29/04/2025	Hall hire Q1	Cromhall Parish Hall	Room hire	£ 62.50	£ -	£ 62.50	LGA 1972 s111
302	29/04/2025	Playground annual inspection	RoSPA Play Safety	Inspections	£ 84.00	£ 16.80	£ 100.80	LG (Misc Prov) 1976 s19
303	29/04/2025	Equipment for repairs (HB expenses)	Screwfix	Maintenance (play area)	£ 16.55	£ 3.32	£ 19.87	LG (Misc Prov) 1976 s19
304	29/04/2025	EasyPC accounting software subsc	MiJan Consulting	IT equipment and software	£ 108.00	£ -	£ 108.00	LGA 1972 s111
305	29/04/2025	Stationery (EP expenses)	Ryman Stationery	Office supplies	£ 37.48	£ 7.50	£ 44.98	LGA 1972 s111
306	29/04/2025	Litter pick refreshments (EP expenses)	Tesco	Community Engagement	£ 23.24	£ 3.16	£ 26.40	LGA 1972 s111

Minute ref: CPC2025/04/11.3

Invoices checked by: _____