**Clerks Report 07.06.21**

**Item 8 To discuss live streaming for future meetings**.

Costs & Equipment needed:

£14.39 per month = £172.68 per year

£55 for a microphone

Internet Access – Wi-Fi Dongle £27.59

Data – £49.49 valid up to a year - Zoom requires 2.4GB per hour, this price is for 24GB of data, this would only last for 5 meetings **if** we use no more than 2.4GB per hour. The more people in the meeting the more data used.

External Camera - £20

Laptop – The parish council has a laptop.

Approximate total costs = £324.76. For the first year.

Approximate total costs = £222.17 for every year after if prices do not increase.

This is also an extra duty which would lead to a request for a pay rise by the clerk.

Residents would only be able to view the meeting, they would not be able to make comments, there is a chat facility on zoom which residents can ask questions, but it would not be possible to answer them. The clerk is the official minute taker and would not be able to monitor live steaming and chat at the same time.

There are 948 electors within the parish, to get the majority of the population demanding it there should be 10% (95) expressing in writing their intentions to use it. We have only a very small number of people (approx. 10) who have expressed their wishes to use it. This would mean that if we spend £325, 10 electors would be getting £32.50 spent on them and the remaining 938 would be getting nothing. When Parish Council spend money, it has to benefit the whole parish not just a small minority.

We currently have, face to face meetings, the minutes are published on the website and can be on facebook, for those that who are not tech savvy, they are able to contact the clerk or one of the councillors for a hard copy of the minutes. These are all free recognised practices.

We also need to consider the carbon Footprint. There is a big debate going on at the moment about the increase to the carbon footprint because of the continued use of streaming platforms. Recent studies show that just one hour of video conferencing or streaming, emits between 150 and 1,000 grams of carbon dioxide.

If increased usage continues the additional water needed to process and transmit data could fill more than 300,000 Olympic-size swimming pools, and the land required would be equivalent to the size of Los Angeles.

They found that the more video used in an application, the larger its footprint was in all three areas.

The last thing to consider is where is the money coming from? We only have £1,500 in the budget for contingences. Out of this we will need to pay £480 for the Perrin Memorial to be cleaned and bus shelter cleaning at around £60. If we propose to spend £325 on this project then that will only leave us with a balance of £635 for contingencies.

**Item 12 Finance**

1. Approval of Payments

|  |  |  |  |
| --- | --- | --- | --- |
| **Payments to be made 07.06.21** | Sub Total | VAT | Total |
| HMRC Month 1 | £13.00 |   | £13.00 |
| June | £481.35 |   | £481.35 |
| June exp | £16.39 |   | £16.39 |
| vision ICT | £54.00 | £10.80 | £64.80 |
| Topliss Associates | £117.00 | £23.40 | £140.40 |
|   |   |   |   |
|   |   |   |   |
| **Total** |  |  | **£702.94** |

1. Approve Budget to performance summary page 3
2. Approve Bank Reconciliation page 4

|  |  |  |  |
| --- | --- | --- | --- |
| Performance against budget |  |  |  |
| Income | Actual | Budget 2021/22 | Difference |
| Bank interest | £0.00 | £0.00 | £0.00 |
| Vat reclaims | £0.00 | £0.00 | £0.00 |
| Precept | £7,439.50 | £14,393.00 | £6,953.50 |
| Doxey PC - Zoom  | £8.39 | £0.00 | -£8.39 |
| Hilderstone PC - Zoom | £8.39 | £0.00 | -£8.39 |
| Seighford PC - Zoom | £3.59 | £0.00 | -£3.59 |
| **Total** | **£7,459.87** | **£14,393.00** | **£6,933.13** |
| Expenses |   |   |   |
| Clerk salary  | £1,496.65 | £6,500.00 | £5,003.35 |
| Room hire | £0.00 | £252.00 | £252.00 |
| Insurance | £537.54 | £683.00 | £145.46 |
| Audit fees | £140.40 | £150.00 | £9.60 |
| office exes | £123.59 | £650.00 | £526.41 |
| Subscriptions | £0.00 | £450.00 | £450.00 |
| Parish publicity | £0.00 | £500.00 | £500.00 |
| Perrin  | £0.00 | £200.00 | £200.00 |
| Cllrs expenses | £0.00 | £175.00 | £175.00 |
| Training  | £0.00 | £750.00 | £750.00 |
| Bank charges | £0.00 | £0.00 | £0.00 |
| Contingencies | £0.00 | £1,500.00 | £1,500.00 |
| Website | £64.80 | £0.00 | -£64.80 |
| Contracts | £0.00 | £2,200.00 | £2,200.00 |
| Capital projects | £0.00 | £0.00 | £0.00 |
| Election Expenses | £0.00 | £5,000.00 | £5,000.00 |
| Grants | £0.00 | £1,000.00 | £1,000.00 |
| Highway schemes | £0.00 | £0.00 | £0.00 |
| Section 137 | £0.00 | £2,000.00 | £2,000.00 |
| Defibs | £0.00 | £2,000.00 | £2,000.00 |
| **Total** | **£2,362.98** | **£24,010.00** | **£21,647.02** |
| Excess of income over expenditure | £5,096.89 |  |  |
| Balance BF from 2020/21 | £9,968.76 |  |  |
| **Total** | **£15,065.65** |  |  |

**Bank reconciliation 01.06.2021**

Balance as per bank statement £15,778.00

Plus, Income Cheque £3.59

Less Payments £715.94

Total as per cashbook £15,065.65



