

# Winterbourne Stoke Parish Council

1 Cleeve View  
Winterbourne Stoke  
Salisbury  
Wiltshire  
SP3 4SY

Mr I West  
3 Church Street  
Winterbourne Stoke  
Salisbury  
Wiltshire  
SP3 4SW

Thursday, 9th August 2018

Dear Mr West

## Questions Raised at Parish Council Meeting

1 At the Parish Council Meeting of 2<sup>nd</sup> August 2018, during the Parishioner's Question portion of the meeting, you asked three questions:

- a) Is the Council going to amend the Orders raised in 2006? i.e Standing Orders, Financial Regulations, the Clerk's Contract of Employment and the Clerk's Job Description.
- b) Can I have a copy of the Parish Council's accounts for the financial year showing all income and expenditure?
- c) Was the work to the double swing repair in the play park carried out as per quote?

2. It is fortunate that at the meeting at which these questions were asked the Parish Council adopted its new Publication Scheme as this allows me to answer your questions as follows:

- a) Yes. The new Standing Orders and Financial Regulations are available on the Parish Council website [www.winterbournestokepc.org.uk](http://www.winterbournestokepc.org.uk). The Clerk's Contract of Employment and the Clerk's Job Description are in the process of being updated; it is of note that these should have been under regular revision but previous embodiments of the Parish Council had not taken the opportunity to do so.
- b) Yes. Copy attached. Please note that under the Information Commissioner's Office Model Publication Scheme there is no legal requirement for the Parish Council to publish this information but as I said we would at the meeting I have done so.
- c) Yes. The damaged surface under the double swing was replaced with a play-surface regulation compliant wet pour surface.

Yours sincerely

J H Carr  
Clerk  
Winterbourne Stoke Parish Council

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<http://winterbournestokepc.org.uk/>

cc: Cllr Dr A Shuttleworth, Chairman, Winterbourne Stoke Parish Council\*  
Cllr A Zacks-McGoldrick, Vice-Chairman, Winterbourne Stoke Parish Council\*  
Cllr R Watts, Winterbourne Stoke Parish Council\*  
Cllr T Pywell, Winterbourne Stoke Parish Council\*

\* by email

Parish Council Income and Expenditure for Financial Year 2017/18

2017/2018		2017/2018	
MAY 08	WACC SUBSCRIPTION	14 17	85 04
08	NETWISE TRAINING LTD		300 00
02	COMMUNITY FIRST INSURANCE		586 68
JUL 10	HMRC (PAYE) 01		116 80
10	CLERK PAY 01		175 70
10	T HARRON - PARISH SERVICES		15 25
SEP 18	COMMUNITY FIRST MEMBERSHIP		40 00
OCT 01	MRS MARGIE JONES	43 77	174 97
01	MRS MARGIE JONES (PLANTING)	29 13	262 94
01	PLATSARETT (RSPA)	13 36	79 80
01	HMRC (PAYE) 02		117 20
09	CLERK PAY 02		175 30
SAN 07	HMRC (PAYE) 03		116 80
07	CLERK PAY 03		175 70
MAR 07	BROXAP	119 99	719 94
27	HMRC (PAYE) 04		117 20
27	CLERK PAY 04		175 30
27	WACC SUBSCRIPTION	13 69	82 13
27	TP JONES + CO LLP	9 75	58 50
27	PARISHES MAGAZINE		80 00
27	WACC RESTORATION	21 84	131 04
			3767 29
			9936 11
	c/f TO 2018/19	13,703.40	-3,767.29

J H CARR  
CLERK

  
CHAIRMAN