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Salford Priors Parish Council

Minutes of an Ordinary Meeting of the Parish Council held in The Memorial Hall, Salford Priors, on Wednesday 21st. March 2012 at 7.30 pm.

Present: Councillors, JR Stedman, Chairman, L Wright, Vice-Chairman, AW Wolfe, DC Penn, A Quiney, and L Robinson.

Also in attendance: MJ Philpott, Clerk, County Cllr. P Barnes, District Cllr. M Howse and eight members of the public.

1. Apologies for absence

Apologies for absence were received and accepted from Cllr. L Maude due to being abroad and from District Cllr. D Pemberton due to other commitments.

2. Declarations of Office and Disclosure of Interests

2.1 Register of Interests: Members were reminded of the need to keep their register of interests up to date.

2.2 Declaration of Interests: Members were reminded that they were required to declare and disclose any personal or prejudicial interests in items on the agenda. Councillors with a prejudicial interest were required to leave the room for the relevant agenda item.

Cllr. J Stedman declared a prejudicial interest in Payment 8835 as a contractor to the Council.

3. Open Forum

3.1 The Chairman moved that the meeting be adjourned for Open Forum and this was agreed.

3.2 Have your say: No under 18s. were present

3.3 Public Participation: Mrs Littleford reported that a light was being erected by Sandfields at the entrance to Orchard Farm opposite the newly located solar light. Mrs Sharpe said that Salford Seven Ladies Group wanted to make a contribution to the Jubilee celebrations and proposed to plant a flowering cherry tree at the bottom of School Road located behind the Annie Cross seat. The Chairman thanked Mrs Sharpe and said this would be discussed under Item 12.3.

3.4 Ward Members' Reports Cllr. Barnes said that the introduction of the half hourly bus service had not increased the number of people travelling to Bidford and Stratford. He encouraged residents to make better use of the service. He reported that the free school waste paper collection he had mentioned at a previous meeting would commence after Easter. Cllr. Barnes also commented on rural schools and falling rolls. Cllr. Wolfe queried the statistics and Cllr. Wright said new development was important to protect local schools. The Head Teacher of Salford Priors Primary School said that her school was absolutely not under threat but further development would enable the school to gain more funding to enhance the quality of education provided. A resident said that he was concerned about building new homes in the village because any children would not necessarily use village schools. Cllr. Quiney asked who provided the cones in School Road by the school and the Clerk was asked to contact the police.

Cllr. Howse said that it was important to upgrade the Parish Plan in order to identify where housing might be located. He also referred to the proposed new Medical Centre at Bidford and the problems over its location. He reported there would be a meeting at Crawford Hall at 6.15pm on 17.04.12 when planning for the Centre would be discussed.

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The Chairman reported an incident at the Memorial Hall earlier in the day when a refuse vehicle had deposited its load on the car park as it was burning. He said that the District Council's contractors had made a good job of clearing up the remains and that School Road had been closed for 2 hours.

3.5 The Chairman closed the adjournment at 8.01pm.

4. Minutes

4.1 The Minutes of the Ordinary Meeting of the Parish Council held on Wednesday 15th February 2012 at 7.30pm. at The Memorial Hall, Salford Priors, were approved and signed by the Chairman.

5. Clerk's Progress Report for consideration by Council

5.1. Stolen signs in Broom Lane

The stolen warning signs have been replaced by CEMEX in advance of work restarting on the extraction site to the North of Broom Lane.

5.2 Parking at Dunnington School

As instructed by Council, a letter was sent to Katrina Pedlar on 23.02.12 requesting the cost of double yellow lines. She replied saying that resource limitations meant that there is no chance of the request being actioned during 2012/13 as the scheme was not agreed at the last Stratford on Avon Transport Seminar. She said that the scheme would be included for consideration at the next Transport Seminar at the beginning of 2013. Council agreed to get any incident reports from the police and the Clerk was asked to press Ms Pedlar for the full cost of double yellow lines including the administrative costs.

5.3 Gritting between Toll House and Abbots Morton

The Clerk reported that this matter was referred to Bryn Patefield at WCC on 2.02.12. The Clerk was asked to report back in September when the gritting schedule was prepared.

5.4 Proposal for a new bus stop in School Road

The Clerk reported that he had now heard from WCC that the grass verges opposite Hedges Close were not WCC highways land. He asked Council if they wanted a land registry search carried out at a possible cost of £80 per area. Council agreed to check with the adjacent residents and with the housing association before considering the Land Registry.

5.5 Extension of footpath to Toll House

WCC has indicated that this project can be considered for funding in 2013/14 as funding for 2012/13 has already been committed. Chris Burrows has suggested a site meeting later in the year and the Clerk proposed to put this in the diary for September. He said the project will need the support of the Ward Member. Cllr. Wright said the important length was up to the Wood Bevington turn as children used this every day. It was agreed that the path between the Mudwalls farm entrance and the Wood Bevington turn needed to be cleared and the Clerk was asked to request the County Council to carry out the clearance and inform Cllr. Barnes of the request.

5.6 Planning booklet circulation

Cllr. Wolfe agreed to pass on the booklet.

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5.7 Request for dispensations

The Clerk reported that Liam Nevin now proposed to consider the request in April. Mr Nevin apologised to the Council for the excessive delay.

5.8 Affordable Housing

Letters requesting support for the project were sent to Cllr. Barnes and the three District Council Members on 20.02.12. Cllr. Howse said he had a meeting later in the week and would report back.

5.9 Ownership of land adjacent to Dunnington School

The land at Dunnington School is in three ownerships. One of these is not registered. The land at the front of the site is now known and the information has been passed to the Head Teacher.

5.10 Annual Parish Meeting

A copy of the proposed Agenda for the Annual Parish Meeting was circulated to Councillors. Council was asked if a full circulation to all residents should be made at a cost of £30. Council agreed to circulate the notice and to add details of the forthcoming May elections timetable and the Jubilee Day celebrations using a single A4 sheet printed both sides.

6. Planning general**6.1 Packing Station at Orchard Farms.**

The Chairman reported that he had consulted with Cllr. James and the enforcement officer, Roger Thatcher. Members reported that site operations continued late into the night and there was continuous excessive noise from lorries and the site was illuminated all night. Members were annoyed that enforcement progress was so slow and no one seemed to be listening to resident's concerns and the Clerk was asked to write a strong letter to SDC about this abuse of planning control and bad neighbour issue, with a draft circulated to all councillors, and the letter to be copied to all ward members.

6.2 Shamba planning decision.

The Clerk had circulated a response from Robert Weekes regarding the Council's representations in relation to the Shamba planning conditions. Members were angered and dismayed that Mr Weekes had been dismissive of their concerns and the Clerk was asked to write again in the strongest terms with a copy to Ward Members and the Chief Executive.

6.3 School Road Pine Tree planning decision.

The Clerk had circulated a response from Robert Weekes regarding the Council's representations in respect of their request for a TPO on the School Road pine tree. Members felt particularly annoyed that their views were ignored and dismissed by Mr Weekes as he considered he had no more time to spend on the matter. The Chairman suggested Ward Members should complete the tree assessment sheets before the Clerk replied with another strong letter.

6.4 Consultation response to the SDC Core Strategy.

The Clerk had circulated a lengthy draft response to the SDC Core Strategy prepared with the F&GP Group and the assistance of District Cllr. K James. Council agreed the draft response to be submitted to SDC and decided to circulate it to Ward Members, to residents on the e-mail list, and to place it on the web site.

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7. New Planning Applications

Council considered the following planning applications:

7.1 12/00415/FUL – Prefabricated timber garden shed at 3 – 4 Church Cottages, Station Road, Salford Priors, WR11 8UX for Mr Graham Howard. Council made no representations.

7.2 12/00291/FUL – Single storey dwelling house on plot of land adjacent to Dunnington Crossroads, Dunnington for Mrs Jayne Norris. The Chairman referred to a statement from Cllr. K James which set out the planning situation as follows:

“Turning firstly to the provisions of the Development Plan, Policy CTY.1 resists development within the open countryside, unless it is in accordance with provisions elsewhere in the Local Plan or they are fully justified to show that they would not be contrary to the overall strategy of the plan. Saved policies STR.1 and STR.4. of the Stratford on Avon District Local Plan Review set out a hierarchy of settlements and list criteria for the purposes of controlling and regulating development. These policies state that new housing development will be permitted on sites allocated for development in the Local Plan and as brownfield windfall development in the designated Main Rural Centres.

The application site lies in the hamlet of Dunnington, which is neither a Main Rural Centre nor a Local Centre Village, and is classified as an “All Other Settlements” location. The creation of permanent residential properties in such a location is resisted due to the unsustainability of the location by virtue of a lack of a basic range of facilities within the settlement. Without the access to local facilities, the occupiers of the dwelling would be solely reliant on the private car and have to travel to reach these facilities. This is highlighted in the application form statement of having 3 cars.

On this basis, the proposal does not accord with the aims and objectives of the Local Plan or the emerging core strategy to create sustainable development. The proposal therefore fails the provisions of policies STR.1 and STR.4 and is considered unacceptable against the provisions of the Development Plan.

Secondly having regard to the above, the provision of new residential development in a location where such development would normally be resisted, would therefore only be considered acceptable where it has been demonstrated that all of the provisions of CTY.5 have been fully satisfied. In this particular instance, the proposed development has not been put forward as a CTY.5 scheme (affordable housing).

Thirdly a dwelling house in this location would exacerbate highway issues already experienced by local residents by creating an added danger to the B4088 cross-roads and the on road parking issues of Dunnington School.

In conclusion planning permission should be refused as the proposed development would result in the introduction of additional housing within an unsustainable location without the benefit of sufficient local shops and services or public transport facilities and, as such, would result in the need to travel utilising the private motor vehicle contrary to strategic housing policies of the Local Plan Review, Planning Policy Statement 1 – ‘Delivering Sustainable Development’, Planning Policy Statement 3 – ‘Housing’ and Planning Policy Guidance 13 - ‘Transport’”

Council agreed with the comments made by Cllr. James and also referred to the highway issues already existing at the site due to inconsiderate parking by some parents from Dunnington School. Council objected to the proposal and the Clerk was asked to respond accordingly.

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7.3 12/00414/FUL – Proposed use of the longbarn for mixed retail and storage purposes at Dunnington Heath Farm, Alcester, B49 5PD for AH Hillers and Son Ltd. Council supported this proposal as it supported local commerce and employment.

7.4 W/12/00319/PN – Erection of polytunnels at Zenith Nurseries, Station Road, Offenham, Evesham, WR11 8LW for Zenith Nurseries. Application forwarded by SDC. Council observed that it is appropriate to operate a policy to restrict development in the Vale of Evesham that generates heavy vehicle movements.

7.5 W/12/00420/PN – Canopy and roof over existing yard at Spiers and Hartwell, Blackminster Business Park, Offenham, WR11 7TD, for Mr C Hartwell. Application forwarded by SDC. Council observed that it is appropriate to operate a policy to restrict development in the Vale of Evesham that generates heavy vehicle movements.

7.6 12/00623/FUL – Erection of porch, insertion of rooflight into rear elevation and replace first floor window with French doors and balustrade at 3 Meadow View, Evesham Road, Salford Priors, WR11 8UU for Mr Neil Pearce. Council made no representations.

8. Planning Decisions

Council noted the following planning decisions:

8.1 12/00042/FUL – Proposed extensions to form new porch at ground level, bedroom at first floor level and bedroom with dormer at attic level at 9 Rushford Cottages, Rushford, Evesham, WR11 8SL, for Mr Graham Stanley.

Planning permission granted

8.2 12/00139/FUL – Change of use of redundant packing shed to form 1 No. Holiday cottage and all associated works including drainage system (amendment to previously approved planning permission ref. 11/01755/FUL) at New Inn Lane Nurseries, Pitchill, Evesham, WR11 8SN for Mr & Mrs N New.

Planning permission granted

9. Footway Lighting

9.1 Disconnection Contract

Cllr. James said he had spoken with Mr Hackling regarding the small length of cable to be removed from 4 Conway Croft. The Clerk had provided an official order to cover this work.

9.2 Pole Removal

It was noted that all the poles have now been removed.

9.3 Other Poles

The Clerk said that a further letter had been sent to BT Openreach listing the additional poles with BT wires attached stating that these are now the responsibility of BT. No further action needs to be taken regarding these poles.

9.4 Light on footpath between the Post Office and School Avenue

The light column has been moved from Dunnington and relocated in the pathway between Ridsdale Close and School Avenue. WPD have said they are providing the supply on 22nd. March. Peter Long is on call to complete the connection. The Chairman informed the meeting that the column is

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not sited where the Council requested it on the end of the path because WPD had insisted the actual site is the where they can best connect to the network.

9.6 New Inventory

The new streetlight energy inventory has now been confirmed.

9.7 Repairs

Peter Long has repaired the light in Garrard Close and a new timer was fitted.

9.8 New Light in Bus Shelter at Hedges Close

The Clerk reported that Queensbury had provided a budget price for fitting a solar light in the bus shelter. The cost is £1950. The Clerk was asked to contact Queensbury to see if there was an installation nearby that could be observed to allow a lighting assessment to be made.

9.9 New Light in School Avenue

The Clerk reported that Western Power Distribution had quoted a price of £7049.99 inclusive of VAT to provide a supply to a proposed new light in the middle of School Avenue. In addition there would be further costs of about £500 to provide and install the light and column. The Chairman said that the high hedges meant that light from the houses did not penetrate to the footway. It was agreed to add an item on strategic lights to the Annual Parish meeting agenda.

9.10 Solar Light opposite entrance to Orchard Farms

The solar light has been moved from the Playing Field to its new location in School Road opposite the entrance to Orchard Farms. Peter Long is checking the timers as it is not yet operational.

10. Playing Field**10.1 Playing Field weekly inspections.**

The Clerk reported that he had received inspection reports from Cllr. Quiney dated 6.02.12; 14.02.12; 20.02.12; 29.02.12. There were no issues.

10.2 Dogs on the Playing Field and footpaths.

The Clerk confirmed that the notice at the Playing Field did state that no dogs were allowed on the Playing Field, however, there was no evidence of a byelaw to this effect. An e-mail from the SDC Dog Warden had been circulated in which she called for residents to speak out if they saw dog fouling happening. She said that witnesses should report the incident to her and she would issue a fixed penalty notice. Council agreed to include this in the Spring newsletter.

10.3 Playing Field car park.

The Clerk said he kept chasing Orbit but although Hannah Kavanagh was trying to get their surveyor out they were proving very slow to respond. He said he would continue to chase this and raise the issues of duty of care and of legal liability. Cllr. Quiney reported that the ponding which had occurred was now draining away through cracks in the surface as the subsidence increased.

10.4 Purchase of the access to the Playing Field.

The Clerk had circulated a letter from SDC asking if the Council wished to proceed with the purchase of the access. The letter stated that there would be legal and valuation costs amounting to about £1250 and that the valuation would be based on open market value. Council agreed that an affirmative response should be sent in principle and that the conflict in the conditions in the purchase offer should be queried.

10.5 Independent Play Equipment Inspection

A report on the independent inspection of the play equipment had been circulated. The report mentioned 16 issues but all of these were categorised as having a risk value defined as “low”. The Clerk said this was an improved report compared to the previous year. Council agreed that Cllr. Quiney and the Clerk should inspect the equipment together and report back on remedial actions. Council authorised the Clerk to arrange any essential repairs immediately.

11. Sewerage along the B4088

11.1 The Clerk had circulated a letter from Severn Trent informing the Council that the application to provide first time sewerage in the vicinity of Iron Cross, Pitchill, and Rushford had been approved and passed to the engineering team for delivery. The outline solution proposed involves the construction of two sewage pumping stations with associated rising main and gravity sewer to discharge to the head of the existing public sewerage network in Salford Priors at the top end of School Road. The estimated cost was £1,900,000. Council asked the Clerk to circulate the information to residents concerned.

12. Events**12.1 Progress report from the Jubilee Group**

A report from the Jubilee Group had been circulated. The Clerk said that further sponsor donations were expected.

12.2 Financial report for the Jubilee Group

Council noted the statement of Income and Expenditure for the Jubilee Group as shown in the Parish Council’s accounts. Members expressed their thanks and appreciation to the members of the Jubilee organising group for their excellent work in fund raising.

12.3 Planting of Jubilee trees.

The Chairman said that the Forestry Commission would provide a pack of 100 trees for planting as a Jubilee copse. Cllr. Quiney, having supported the scheme, was asked to suggest suitable planting sites and report back to the next meeting. Council agreed to support the proposal from the Salford Seven Group under item 3.3 above. Cllr. Quiney said that some trees on Ban Brook green and at Park Hall Mews needed attention to remove low branches for safety reasons and the Clerk was asked to obtain quotations. The Clerk was asked to arrange for the new Oak at Iron Cross to be regularly watered, hopefully by volunteers.

13. Highways**13.1 Speeding and build-outs on School Road.**

The Clerk reported that he had written to WCC as instructed and a reply was awaited.

14. Communications**14.1 Council’s website.**

The Clerk reported that Cllr. Maude had uploaded all recent information. Council noted that a Spring Newsletter would be produced following the elections.

14.2 Superfast Broadband.

Council noted the information circulated by the Clerk regarding the campaign to improve the broadband service in the area.

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15. Rights of Way**15.1 Report from Cllr. Quiney on the Rights of Way.**

The Clerk confirmed he had written to Mrs Oakey informing her of the County Council's negative response to her letter regarding her request for a new footpath off AL11. Cllr. Quiney noted that parts of AL5 were covered by polythene. However, the path could still be walked and Council considered this was acceptable.

15.2 Replacement of stile on AL11 with a gate.

The Clerk said he had spoken to Mr Cooke who had raised no objection to the stile being replaced with a gate. He reported that he had arranged for a gate to be supplied by WCC under the County Council Volunteer Partnership. Council agreed that Mr Hackling should be asked to install the gate.

15.3 Footpath booklet and charitable donations arising from sales.

The Clerk reported that there were about 80 copies of the footpath booklet "Seven Walks in the Salford Seven" in the office. He proposed to take 10 copies each to The Bell, The Queens Head, and the Post Office. Council suggested a further 20 copies to Bidford Library and 10 in the Church. Council agreed there should be no charge made for the booklets. Council noted the original agreement with Mr Bolstridge that a donation should be made for each copy sold to non-residents and proposed that £100 should be donated to the charity nominated by Mr Bolstridge. This proposal would be put formally to the next meeting when the Clerk would ascertain the preferred charity. Cllr. Wolfe said he had a disc with the water colours used to illustrate the booklet and it was agreed to put these on the web site.

16. Elections**16.1 Information from SDC Returning Officer regarding the Quadrennial Elections.**

The Clerk had circulated the timetable of proceedings for the elections on Thursday 3rd. May 2012. He advised the meeting that he had received a supply of nomination forms.

17. Staff and administrative matters

17.1 Nothing to report.

18. Matters raised by Councillors

18.1 Councillors were invited to use this opportunity to report minor matters of information not included elsewhere on the Agenda and to raise items for future agendas. Councillors were respectfully reminded that this was not an opportunity for debate or decision making.

18.2 Cllr. Wright regarding Alzheimer Cafe at Alcester

Cllr. Wright explained the work of the Alzheimer Cafe at Alcester that provided an important point of social contact for both sufferers and their carers. Council agreed to consider a donation at the next meeting.

18.3 Cllr. Wright regarding the Community Forum meeting at Bidford

Cllr. Wright reported that the crime statistics had remained fairly constant. However, a person had been arrested for the metal thefts. PC Essex had encouraged the use of Neighbourhood Watch. There had also been a presentation on planning and the housing policies set out in the Core Strategy. Council queried the definitions of social and affordable housing and Cllr. Howse agreed to forward an explanation.

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19. Consideration of Correspondence Received**19.1 WALC, Information regarding new code of conduct including Legal Topic Note 80.**

The Clerk said that he had been asked to circulate the Legal Topic Note from NALC regarding Member's conduct and the registration and disclosure of their interests under the Localism Act. Council noted the contents therein.

19.2 Bidford Community Library Ltd., Information Sheet

An information sheet was circulated regarding the new arrangements for the Bidford Library. The Clerk reminded Council that a donation of £1000 had been promised and included in the budget for 2012/13 and Council agreed to consider this at the next meeting.

20. Tabled documents

Council noted the following documents tabled by the Clerk:

20.1 Clerks & Councils Direct, March 2012, Issue 80.**20.2** The Clerk Magazine, March 2012, Vol.43, No. 8.**20.3** LCR Spring 2012.**21. Finance****21.1 Report on Insurance.**

The Clerk had circulated a report on the provision of insurance for the Council. Four companies had been invited to quote but only Zurich Municipal and Came & Company in partnership with Aviva had submitted bids. The bid from Came & Company was considerably less expensive than the Zurich quotation and provided equivalent cover in all respects. Cllr. Wolfe proposed, Cllr. Wright seconded, and it was agreed, that the quotation from Came & Company in partnership with Aviva be accepted.

21.3 Report from the Internal Auditor.

An Interim Internal Audit Report had been circulated. Council noted the need to review the Financial Regulations and the Health & Safety Policy and it was agreed to consider this at the Annual Meeting if time allowed. The Clerk was asked to check the requirements for signing cheques as set out in the regulations and in the risk assessment. He reported that there had been one meeting when some invoices had not been countersigned. Regarding the sequential numbering of Minutes the Clerk said that there was a statutory requirement to number each page of the Minutes sequentially and this was done. This arose from the change from a hand written bound minute book to a loose leaf system. Council agreed that the system used by the Clerk met the requirements and was satisfactory.

Cllr. Stedman, having previously declared an interest, left the meeting.

Cllr. Wright took the Chair.

21.3 Consideration and approval of the payments and transfers listed in Appendix A.

Council noted the income transactions in Appendix A1.

Council considered the expenditure transactions listed in Appendix A2. Authorisation for payment was proposed by Cllr. Wolfe, seconded by Cllr. Quiney, and carried. Cheques were signed by Cllr. Wolfe and Cllr. Quiney.

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Council considered and approved the proposal to transfer £3000.00 from No.1 account to the Community account in Appendix A3. Authorisation for transfer of funds was proposed by Cllr. Wright, seconded by Cllr. Wolfe, and carried.

Council noted the bank balances in Appendix A4.

22. Dates of Next Meetings

Council confirmed the date of the next Ordinary Meeting of the Parish Council at 7.30pm on Wednesday 18th. April 2012 in The Memorial Hall, Salford Priors.

Council noted the date of the Annual Parish Meeting as being Thursday 5th. April 2012 in the Memorial Hall, Salford Priors.

23. Closure of meeting

The Vice-Chairman closed the meeting at 9.53pm.

Signed.....

Date.....

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APPENDIX A – Finance**A1 Income transactions for approval**

Tn. No.	Cheque	Gross	Vat	Net	Details
6503		5.07	0.00	5.07	HSBC, Interest No. 1 Account
9008		0.04	0.00	0.04	HSBC, Interest No. 3 Account
6504		600.00	0.00	600.00	Jubilee Sponsor, Angus Soft Fruits
6505		485.00	0.00	485.00	Jubilee event, surplus from Race Night
Total		£1090.11	£0.00	£1090.11	

A2 Expenditure transactions for approval

Tn. No.	Cheque	Gross	Vat	Net	Details
8832	dd	18.99	2.83	16.16	Plusnet, Office Broadband
8833	dd	60.00	2.86	57.14	EDF, TOPs electricity
8834	102515	402.70	0.00	402.70	MJ Philpott, Clerk's salary March
8835	102516	240.00	40.00	200.00	Limebridge Rural Services, replace Oak tree and landscaping, Planter contract.
8836	102517	14.86	0.00	14.86	Severn Trent Water, allotments supply
8837	102518	839.56	0.00	839.56	HMRC, Tax and NIC payment
8838	102519	50.40	8.40	42.00	PD Long, Repair light in Garrard Close
8839	102520	384.00	64.00	320.00	PD Long, Light from Dunnington to Ridsdale Close
8840	102521	112.66	0.00	112.66	MJ Philpott, Clerk's expenses, Postage, Land Registry (£60), SDC, Core strategy.
8841	102522	45.60	7.60	38.00	Digley Associates Ltd., Independent inspection of Play Equipment.
8842	102523	612.00	102.00	510.00	PD Long, move solar light.
8843	102524	86.34	14.39	71.95	BT Payment Services Ltd., Office phone
Total		£2867.11	£242.08	£2625.03	

A3. Transfers

Proposal to transfer £3000 from No.1 account to Community account.

A4. Account Balances at 12.03.12

Community a/c	£2265.22
No.1 a/c	£37986.30
No.3 a/c	£214.04