



Heytesbury, Imber and Knook Parish Council

Name of Organisation: HEYTESBURY SOCIAL

Name of Applicant: MRS. M. R. DIPPER

Address: WEST END HOUSE - HEYTESBURY,

BAVER DSEA

Tel: 01-985-840-516

Position held in the Organisation: TREASURER

Aims and Purpose of the Organisation: HEYTESBURY SOCIAL AIMS
TO PROMOTE EVENTS IN THE PARISHES OF HEYTESBURY,
A KNOOK INCLUDING SYNAGOGUE

What project or activity would the money be used for and how would it benefit the Parish?

2025 - VE DAY CELEBRATIONS

How many people or what proportion of the people who would benefit live in the Parish?

100%

What is the total cost of the project or activity? £1000 - 00

Specifically, how much money are you requesting from the Parish Council towards the project or activity? (The maximum request is £ 250)

£250 - 00



Heytesbury, Imber and Knook Parish Council

Amount requested
£ 250 - 00

If the money requested only forms a part of the overall cost, what would this grant be specifically spent on in the context of the project or activity?

PROVIDING APPROPRIATE ENTERTAINMENT
AND FOUR WASHES PROVISION

Is the Organisation: (a) not for profit? Yes ☒ No ☐ (b) a charitable organisation?
Yes ☐ No ☐

Has a grant application for this project or activity been made to any other local authority or organisation? Yes ☐ No ☒

If Yes, please give details and the result of the application if known:

N/A

If your grant application is successful, please name to whom the cheque should be made payable.

HEYTESBURY SOCIAL

This application must be supported by a Financial Statement showing Income and Expenditure and Balance Sheet for the previous accounting year. For new initiatives or activities, a budget forecast will be acceptable. All questions on this form must be completed but you may attach supporting information.

Press and Publicity - By receiving and accepting your grant you have made a commitment to using the Parish Council's logo when publicising the award. The Parish Council may also publicise the grant and organisation which has benefited.

Signed A. Rosalind Date 18-03-25

Albion Stonemasons Ltd
The MT Yard
Chilmark
Salisbury
SP35DU

The Blind House, Heytesbury

Assessment

4th October 2024



The Blind house is 100yards east from St Peters & St Pauls church on the north side of the High Street with its entrance door opening from the pavement.

The stone exterior walls are in good condition with the pointing still sealed, however there are some damaged / worn stones around the jambs to the entrance door which were noted on the previous assessment and have not deteriorated significantly.

The stone roof tiles appear sound and look to have been refitted in the not-too-distant past with no sign of water ingress.

The stone ball and finial look stable with no cracking to the jointing.

Inside the stonework is sound and does not require any work.

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SP35DU

2024

The bottom L/H jamb stone to the doorway has a complete fracture with a substantial section of stone now loose which will require stainless pinning back in place before it becomes dislodged and potentially lost.



Valuation

To build this structure would cost between £90,000- £100,000

Nigel Goodenough *for Albion Stonemasons*

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Chilmark
Salisbury
SP35DU

Heytesbury War Memorial Assessment

4th October 2024



The war memorial occupies the northeast corner of St Peters and St Pauls church yard with access direct from the High Street via a step up from the pavement onto a concrete path. It is constructed of what appears to be Cornish Granite in six sections with also a ground level concrete pad around the base which was added later.

The concrete pad around the base has numerous fractures with two loose pieces that require some attention. The granite sections are weathered and in good condition with all mortar joints sound and still sealed.

The black painted lettering has faded and in sections, missing and would benefit from being cleaned and repainted which would bolden the inscriptions.

The granite shaft below the cross has suffered a historical full break roughly 2/3 up from the plinth which has been repaired and the crack has evidence of epoxy resin on the surface. A

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The MT Yard
Chilmark
Salisbury
SP35DU

pressure test has been performed with no movement observed and the resin mortar to the break also does not show any signs of cracking, deterioration or movement from the last inspection in 2021.

All the above repair comments are still relevant with the addition of a now substantial 50mm + trip hazard in the concrete path leading up to the memorial.



If any works are to be undertaken, they may require permissions from the relevant authorities.

Valuation

To supply and fix a full replacement would be in the region of £30,000--£40,000.

Nigel Goodenough *for Albion Stonemasons*

HEYTESBURY IMBER & KNOOK PARISH PARISH COUNCIL

VOLUNTEER POLICY

Adopted by Heytesbury Imber & Knook Parish Parish Council: 25th March 2025

Minute reference;

Review date; (every 2 years):

1. Introduction

1.1 Many of the Parish Council's activities involve working in partnership with community and voluntary groups; also, volunteers work directly with the Parish Council for several reasons:

- To increase our contact with the local community we serve.
- To help ensure our services reflect the needs of our community.
- To increase skills, experience, perspectives, and diversity in the workplace.
- To temporarily increase our skills and capacity.

1.2 We will ensure that volunteers feel part of the Parish Council structure by enabling them to contribute to our ongoing development. We will have systems in place to involve volunteers in staff information sessions and regular supervision.

1.3 HIK Parish Council does not aim to introduce volunteers to replace paid staff. We expect that staff at all levels will work positively with any volunteers and, where appropriate, will actively seek to involve them in their work.

1.4 We acknowledge that volunteers require satisfying work and personal development and will seek to help volunteers meet these needs, as well as providing training for them to do their role effectively.

1.5 Volunteers may come through community groups or direct from the community.

1.6 The following guidelines deal with practical aspects of volunteering with the Parish Council. More information can be found on our website and in copies of policies mentioned here.

2. Recruitment

2.1 All prospective volunteers will be interviewed to find out what they would like to do, their skills, suitability and how best their potential might be realised.

3. Volunteer Agreement and Task Descriptions

3.1 Each volunteer will have an agreement establishing what HIK Parish Council undertakes to provide for them. Volunteers will also be asked to agree to a written outline of the specific work they will be undertaking. Neither of these documents is intended to form a contract. The Parish Council has no intention of creating a contract with any volunteers. Each volunteer will also be given an information pack about the Parish Council.

4. Expenses

4.1 Travel expenses carried out on behalf of the Parish Council will be met.

5. Induction and training

5.1 All volunteers will receive an induction into HIK Parish Council and their own area of work. Training will be provided as appropriate. Where possible, volunteers will be entitled to receive additional training on the same basis as paid staff.

6. Support

6.1 All volunteers will have a named person as their main point of contact. They will be provided with regular supervision to feedback on progress, discuss future development and air any problems.

7. The Volunteer's Voice

7.1 Volunteers are encouraged to express their views about matters concerning HIK Parish Council and its work to staff and Parish Councillors to their main point of contact.

8. Insurance

8.1 All volunteers are covered by HIK Parish Council's insurance policy whilst they are on the premises or engaged in any work on our behalf.

9. Health and Safety

9.1 Volunteers are covered by HIK Parish Council's Health and Safety Policy, a copy of which will be provided to each volunteer.

10. Equal Opportunities

10.1 HIK Parish Council operates an Equality Policy in respect of both paid staff and volunteers. A copy will be provided. Volunteers will be expected to have an understanding of and commitment to our Equality Policy.

11. Protection of Children and Vulnerable Adults

11.1 If the volunteer is to work in a regulated activity within the Parish Council, the Parish Council will carry out enhanced DBS checks and ensure the volunteer is not on the barred list with the Disclosure and Barring Service. The Parish Council has a Protection of Children and Vulnerable Adults Policy and a Safeguarding Policy which will be made available to volunteers. The Parish Council will ensure there is a proportionate balance between civil liberties and safeguarding vulnerable groups, including children.

12. Problem Solving

12.1 We aim to identify and solve problems at the earliest possible stage. A procedure has been

drawn up for dealing with complaints either by or about volunteers.

13. Confidentiality

13.1 Volunteers will be bound by the same requirements for confidentiality as paid staff.

Name authority: Heytesbury Imber & Knook PC

Bank Reconciliation

Date: 28/01/2025

Prepared by (Name and Role): Karungi Grant Locum Clerk & RFO

Approved by: Cllr J Sneddon

£ £

Balance per bank statements @ 31.01.25

Current Account	HIK				£5,096.29
Savings @ 09.11.21	HIK				£15,369.39

20,465.68

Less: outstanding items @ 28.02.2025

Dog Poop bags					(77.22)
Expenses - HR phone charges					(29.36)
Dec Payroll 2					(771.23)
HMRC					(1.60)
HR Support (Jan)					(229.63)
Moss cleaner (Play park)					(24.88)
Bird boxes, etc ...					(68.97)

(1,202.89)

Add: unbanked income @ 31.01.2025					-
Interest Saving 28.02.2025					13.47

13.47

Net balance @ 28.02.2025

19,276.26

Balance per bank statements @ 28.02.25

Current Account	HIK				£3,893.40
Savings @ 09.11.21	HIK				£15,382.86

19,276.26

Heytesbury Imber & Knook Parish Council

[REDACTED]
 [REDACTED]
 [REDACTED]
 [REDACTED]
 [REDACTED]

Your Account

Sort Code

[REDACTED]

Account Number

[REDACTED]

COMMUNITY ACCOUNT

01 February 2025 to 28 February 2025

Money In	£0.00	Balance on 01 February 2025	£5,096.29
Money Out	£1,202.89	Balance on 28 February 2025	£3,893.40

Your Transactions

Date	Description	Type	Money In (£)	Money Out (£)	Balance (£)
11 Feb 25	AMAZON* TK9LJ27U4 CD 3813	DEB		24.88	5,071.41
11 Feb 25	AMAZON* TK6JD9UX4 CD 3813	DEB		68.97	5,002.44
18 Feb 25	JRB ENTERPRISE LTD 500000001510596706 28034	FPO		77.22	4,925.22
18 Feb 25	NICOLAS WILLIAMS 500000001510597027	FPO		29.36	4,895.86
25 Feb 25	HMRC - ACCOUNTS OF	BP		1.60	4,894.26
25 Feb 25	[REDACTED]	BP		771.23	4,123.03
28 Feb 25	PENINSULA BUSINESS 000HEY024	DD		229.63	3,893.40

Transaction types

BGC Bank Giro Credit	BP Bill Payments	CHG Charge	CHQ Cheque
COR Correction	CPT Cashpoint	DD Direct Debit	DEB Debit Card
DEP Deposit	FEE Fixed Service	FPI Faster Payment In	FPO Faster Payment Out
MPI Mobile Payment In	MPO Mobile Payment Out	PAY Payment	SO Standing Order
TFR Transfer			

03/03/2025

Earmarked reserves 2024-2025

	Balance 01/04/2024	Spend	Transfers in	Released back to general reserve	Current balance
Audit	300.00	276.00		24.00	0.00
Biodiversity	273.83	146.19	30.00		303.83
Elections	1,000.00		2,000.00		3,000.00
Grants	500.00				500.00
Play area	1,567.66	24.88			1,542.78
Training	700.00	78.00			622.00
Total	4,341.49	525.07	2,030.00	24.00	5,968.61

Purpose of earmarked reserves

Audit reserve is to provide funds for the annual internal audit.

Biodiversity reserve was set up in 2023 with the Best Kept Village Competition prize money to support biodiversity for example tree planting.

Elections reserve is to support funding of elections.

Grants reserve is to enable grants to be given.

Play area reserve is to support play area improvements and purchase of equipment.

Training reserve is to provide funds to support councillor and employee training.

General ReserveBank Balance 28/02/2025

Treasurer's Account	3,893
Business Instant Access Account	15,383
Total	19,276

Forecast expenditure to end Mar-25 7,356 (projected - actual YTD)

Earmarked reserves 5,993 (as listed on 13-1-2025)

General Reserve 5,927 (bank balance - forecast expenditure to year-end - earmarked reserves)

Annual expenditure (2024 Precept) 20,900

Annual expenditure (2025 Precept) 21,600



Commercial Instant Access Account Statement

Printed: 03 March 2025

Heytesbury Imber & Knook Parish Council

Sort code [REDACTED]

Account number [REDACTED]

BIC: [REDACTED]

IBAN: [REDACTED]

The data shown on your statement was correct at the time of printing. Please remember, this isn't an official bank copy.

Please check your statement. If you think that something looks incorrect, please call us on 0345 072 5555 Monday to Friday, 7:00am - 8:00pm; Saturday, 9:00am - 2:00pm (+44 (0) 1733 347 338, from outside the UK). Or Textphone 0345 601 6909.

Date	Description	Type	In (£)	Out (£)	Balance (£)
10 Feb 25	INTEREST (GROSS)		13.47		15382.86
09 Jan 25	INTEREST (GROSS)		13.04		15369.39
09 Dec 24	INTEREST (GROSS)		7.66		15356.35
27 Nov 24	HEYTESBURY IMBER & 309913 00085129	TFR	10000.00		15348.69
11 Nov 24	INTEREST (GROSS)		4.83		5348.69
09 Oct 24	INTEREST (GROSS)		4.39		5343.86
09 Sep 24	INTEREST (GROSS)		4.53		5339.47
09 Aug 24	INTEREST (GROSS)		5.27		5334.94
09 Jul 24	INTEREST (GROSS)		5.50		5329.67
10 Jun 24	INTEREST (GROSS)		6.06		5324.17
09 May 24	INTEREST (GROSS)		5.68		5318.11
09 Apr 24	INTEREST (GROSS)		5.48		5312.43
11 Mar 24	INTEREST (GROSS)		5.85		5306.95
09 Feb 24	INTEREST (GROSS)		5.85		5301.10
09 Jan 24	INTEREST (GROSS)		5.46		5295.25
11 Dec 23	INTEREST (GROSS)		6.02		5289.79
09 Nov 23	INTEREST (GROSS)		5.83		5283.77
09 Oct 23	INTEREST (GROSS)		4.85		5277.94
11 Sep 23	INTEREST (GROSS)		4.92		5273.09
09 Aug 23	INTEREST (GROSS)		3.89		5268.17
10 Jul 23	INTEREST (GROSS)		3.57		5264.28
09 Jun 23	INTEREST (GROSS)		3.35		5260.71
09 May 23	INTEREST (GROSS)		2.99		5257.36