



## Bix and Assendon Parish Council Clerk's Report May 2026

### Finance:

Current Premium Account £51511.66  
closing balance at 31st March 2026

		45531.27	
Receipts	7210.00	7210.00	
Not cashed	1229.61		
Payments	-1182.61	-1229.61	
<b>Balance</b>		51511.66	

CORRECT

51511.66

The Annual Return (AGAR) has been completed for signature by the Chair prior to forwarding to the external auditors (Moore). The internal audit has been completed and Councillors should note the suggestions within the report. BAPC to purchase laptop for Clerk.

**Budget Variance** – None to note during April.

### For further review and approval:

- **Allotments**- improvements – one new tenancy and two further interested parties. Drewe Landscaping have visited and will provide a quote for tidying up the perimeter to the allotments and the unused plots. New fencing to be installed – post with livestock wire fencing. CIL funds will be able to cover costs.
- **Tenancy Agreement** – Allotments – I have been contacted by SODC property lawyer who will arrange a draft tenancy agreement at a peppercorn rent for review by the Parish Council.
- **Unity Trust Bank** – process in progress for the changeover and setting up a new account for the BAPC. – ID documents required to submit as requested for submission to UTB.
- **Insurance Renewal** – quotation received for approval at the meeting.
- **Highways** - £2600 quotation was received from highways in October 2025 for 6 flexible plastic posts. *Flexible plastic posts have been ordered, and highways will come back to me with further information.*

**DATE OF NEXT MEETING Annual Meetings - Monday 13<sup>th</sup> July at 7.30pm**