



BOXLEY PARISH COUNCIL
www.boxleyparishcouncil.org.uk

Beechen Hall, Wildfell Close, Walderslade, Chatham, Kent. ME5 9RU
☎ 01634 861237 ✉ clerk@boxleyparishcouncil.org.uk

Clerk Mrs Daniela Baylis **Assistant Clerk** Mrs Melanie Fooks

A G E N D A

To All Members of the Council, Press and Public

There will be a meeting of the **Finance & General Purposes Committee** on **Monday 18 November 2019** at **Beechen Hall, Wildfell Close, Walderslade** commencing at 7:30pm when it is proposed to transact the following business:

1. **Apologies and non-attendance**
To receive apologies from members unable to attend.
2. **Declaration of Interests, Dispensations, Predetermination or Lobbying.**
Members are required to declare any interests, dispensations, predetermination or lobbying on items on this agenda. Members are reminded that changes to the Register of Interests should be notified to the Clerk.
3. **Minutes of the meeting of 16 September 2019**
To consider the minutes of the meeting (previously circulated) and if in order to sign as a true record.
4. **Matters Arising from the Minutes**
 - 4.1 Minute 3310/4.1 Long Term Investments Working Group. Meeting has been arranged for Monday 18th November prior to the F&GP meeting. A verbal update will be provided at the meeting.
 - 4.2 Minute 3310/4.3 Cyber Crime and GDPR. No update work ongoing.
 - 4.3 Minute 3310/4.4 Cybercrime protection insurance (See pages 3-4 plus separate enclosure).
 - 4.4 Minute 3310/4.6 75th Anniversary of VE day 8 May 2020. Clarification required from members as to next step.
 - 4.5 Minute 3311/11.1 Risk Assessment. Attached separately.
 - 4.6 Any other matters arising from the minutes, but not on the agenda.

Adjournment to enable members of the public to address the meeting.

5. **Financial report.**
 - 5.1 Reconciliation of accounts report (page 4).
 - 5.2 Income/Expenditure report as at 31/10.19. See report (pages 5-8).
 - 5.3 Petty cash reconciliation. To receive confirmation that this was undertaken prior to the meeting.
 - 5.4 Investments Report. *See report (pages 8-9)*.
 - 5.5 General/Earmarked Reserves. See report (page 9).
6. **Budget**
Attached separately
7. **IT and website** Update on progress with new website, purchase of WiFi extender and any other matters. (page 9)
8. **Bank Mandates**
See report (page 10).

9. Contingency Fund and Budget adjustments

To consider any requests for adjustments (Page 10)

10. Personnel matters

10.1 TOIL, training, leave and sickness cover. (Clerk to report to meeting).

10.2 Closure of office over Christmas/New Year.

10.3 Holiday Cover for Clerk (page 10)

11. Policies and Procedures: Reports and Reviews

None on this agenda

12. Grant Applications (page 10)

12.1 Vinters Valley Trust – grant towards emptying the silt traps

12.2 Vinters Valley Trust – grant towards cost of new boundary fence

13. Matters for Information

To consider any information received.

14. Items for Next Agenda

Councillors' reports and requests for items to be included on the agenda to be submitted no later than 10 January 2020.

15. Date of Next Meeting

Monday 20TH January 2020 at Beechen Hall, Wildfell Close, Walderslade commencing at 7.30 p.m.

Daniela Baylis

Daniela Baylis
Clerk to the Council.

Date: 12 November 2019

Issues to be returned to agenda as they develop: None.

Note to all councillors: you are welcome to attend and speak at meetings of committees of which you are not a member but only committee members may vote.

Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk.

Supporting agenda papers for the Meeting of the Finance & General Purposes Committee on Monday 18th November 2019
The Chairman will assume that these have been read prior to the meeting.

Councillors wishing to suggest changes to any policy document or procedure in this agenda should notify the office, in writing, at least three working days in advance of the meeting. This will allow details to be circulated at the meeting (or in advance if particularly contentious).

Item 4.3 Cybercrime insurance details

I have attached the short version of what is covered and will attach the long versions separately.

A GUIDE TO CYBER CLAIMS WITH RSA CYBER RISK GETTING A CLAIM UNDERWAY

SPEED IS KEY

- The first step is to place a call to the 24/7 RSA incident line on 0330 102 2999
- Our incident managers take charge and coordinate the cyber claim for the customer, providing end-to-end incident management
- Everyone is kept up-to-date throughout:
- 1 hour call-back from incident manager
- 3 hour call-back from IT forensics (as required)
- 8 hour update conference with key suppliers
- 48 hour update with agreement of a clear incident management plan
- Our IT forensic led response means:
- We prioritise solving the issue
- By addressing the cause of the problem first, this minimises the consequences
- We then treat these consequences as soon as practicable

LEAVE IT TO THE EXPERTS

- Our specialist network is available to customers night and day
- They are experts in handling cyber incidents and have a local presence across a wide range of countries – allowing them to respond immediately and appropriately in the region where the event occurred
- Here is a guide to our experts and what the customer can expect:
- We have pre-agreed favourable prices with our experts to help your limit go further

COVER PROVIDED BY RSA CYBER RISK

SERVICE DESCRIPTION

Claims handling RSA is involved from start to finish, keeping everyone updated throughout. We've been handling claims since 1710 and have carefully chosen our partners for their expertise in this complex field.

24/7 incident

management Charles Taylor Adjusting leads the incident response. As experienced loss adjustors with a global and local presence, they devise and project manage the action plan to get the business back on track as soon as possible. They also deliver an accurate assessment of the financial impairment where required.

Loss adjusting

Forensic accounting

IT forensics Grant Thornton provides IT expertise to trace, identify and resolve the source of the issue.

They also assist with repairing the damage by recovering any lost data.

Legal advice and

defence

Our expert legal panel of Clyde & Co, CMS Cameron McKenna and Dentons provide data protection and privacy advice in the immediate aftermath of an incident to address legal liabilities on a local, regional and global scale, including the identification and content of any legal notification requirements. They also assist with legal defence as required.

Public relations advice

Fleishman Hillard ensures that the business can respond fast to minimise the damage to their reputation, by assessing the gravity of the situation and putting in place the required response plan. This supports the continued success and growth of a brand in the aftermath of a destructive cyber event.

Credit and identity monitoring

Experian provides the ongoing monitoring services to put the minds of customers at rest and minimise the subsequent costs of an incident.

Item 5. Financial report.

Item 5.1. Reconciliation of accounts. *Purpose of the report. To safeguard the parish council's funds and to ensure a robust method of maintaining the accounting system is in place. Periodic reconciliations are required, the Parish Council decides how many and when and the F&GPC undertakes these at each meeting.*

Clerk's note. To satisfy the audit regulations the parish council has to have policies and procedures in place to ensure it is managing risk and its financial affairs. The Council's risk assessment (put together by F&GPC) decided "*Statements for current accounts are reconciled by the office on a monthly basis and as received for Investment Bonds. The F&GPC signs off all bank reconciliations at its bi-monthly meetings*".

For the information supplied below to be verified the Chairman will see the original supporting documents, including the latest bank statements.

Account closing balances.

Date	BANK ACCOUNTS (closing balances at last statement)	
31.10.19	Coop General Account	£2,395.05
31.10.19	HSBC Beechen Hall	£29,211.92
31.10.19	Unity Trust Bank (UTB)	£50,561.09
18.04.19	Barclays Bank	£84,085.33
08.11.19	Lloyds A (matures 08/11/2019)	£51,644.98
28.10.19	Lloyds B (matures 29/10/2019)	£25,347.00
31.03.19	Nationwide Beechen Hall (95 day saver account which rolls over)	£11,281.57
31.05.19	Nationwide Parish Council (now 95 day saver account which rolls over)	£65,415.16
	Total	£319,942.10

Item 5.2 Income/Expenditure Report as at 31/10/2019: Information

11/11/2019
16:27

Boxley Parish Council

Page 1

Detailed Income & Expenditure by Budget Heading 31/10/2019

Month No: 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>100 Parish Office</u>								
4000 Salaries	3,476	27,810	43,861	16,051		16,051	63.4%	2,000
4005 PAYE	1,168	9,759	14,385	4,626		4,626	67.8%	
4010 Pensions	310	10,548	3,912	(6,636)		(6,636)	269.6%	8,117
4020 Administration	33	344	950	606		606	36.2%	
4021 IT General	115	808	10,000	9,192		9,192	8.1%	
4023 Telecomms	48	342	0	(342)		(342)	0.0%	
4025 Audit	0	163	612	450		450	26.6%	
4026 Bank/Credit Card Charges	11	85	240	155		155	35.3%	
4030 Books and Publications	0	0	30	30		30	0.0%	
4035 Rates	191	1,559	2,130	571		571	73.2%	
4040 Licences/Leases	0	286	420	134		134	68.1%	
4045 Subscriptions	0	2,071	2,250	179		179	92.0%	
4050 Training/Conferences	120	120	385	265		265	31.2%	
4055 Travel-Staff	62	328	505	177		177	64.9%	
Parish Office :- Indirect Expenditure	5,535	54,221	79,680	25,459	0	25,459	68.0%	10,117
6000 plus Transfer from EMR	0	10,117						
Movement to/(from) Gen Reserve	(5,535)	(44,104)						
<u>110 General Parish Council</u>								
4100 Hire of Halls	30	145	470	325		325	30.9%	
4105 Insurance	0	824	1,585	761		761	52.0%	
4110 Parish Tour	0	0	400	400		400	0.0%	
4115 Publicity	625	5,000	8,000	3,000		3,000	62.5%	
4120 Website Admin	0	(990)	3,500	4,490		4,490	(28.3%)	
General Parish Council :- Indirect Expenditure	655	4,978	13,955	8,977	0	8,977	35.7%	0
Movement to/(from) Gen Reserve	(655)	(4,978)						
<u>120 Councillor & Subsistence Allow</u>								
4150 Chairman's Allowance Personal	9	65	133	68		68	48.5%	
4155 Chairman's Allowance Civic	0	167	180	13		13	92.7%	
4160 Councillor's Allowance/PAYE	309	2,158	3,679	1,521		1,521	58.7%	
4165 Subsistence	0	89	180	91		91	49.2%	
Councillor & Subsistence Allow :- Indirect Expenditure	317	2,478	4,172	1,694	0	1,694	59.4%	0
Movement to/(from) Gen Reserve	(317)	(2,478)						
<u>130 Finance</u>								
1076 Precept	0	113,335	113,335	0			100.0%	
1090 Interest Received	45	387	770	383			50.3%	

Continued over page

Detailed Income & Expenditure by Budget Heading 31/10/2019

Month No: 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
1100 Parish Service Scheme	5,551	11,101	13,876	2,775			80.0%	
1130 Other	0	0	2,000	2,000			0.0%	
Finance :- Income	5,595	124,823	129,981	5,158			96.0%	0
4205 Capital Schemes	0	(2,659)	5,829	8,488		8,488	(45.6%)	
4206 PWLB Repayment	0	3,593	7,186	3,593		3,593	50.0%	
4210 Contingency Fund	0	1,309	10,000	8,692		8,692	13.1%	
Finance :- Indirect Expenditure	0	2,242	23,015	20,773	0	20,773	9.7%	0
Movement to/(from) Gen Reserve	5,595	122,581						
<u>150 Grants</u>								
4270 Other Grants	0	370	1,500	1,130		1,130	24.7%	
4275 Walderslade Woods Group	1,302	3,659	5,492	1,833		1,833	66.6%	
4280 Village Hall Grants	0	3,770	5,492	1,722		1,722	68.6%	
4285 Vinters Valley Park LNR	0	(3,943)	6,593	10,536		10,536	(59.8%)	
4295 Friends of Weaving Heath	0	(457)	250	707		707	(182.6%)	
Grants :- Indirect Expenditure	1,302	3,400	19,327	15,927	0	15,927	17.6%	0
Movement to/(from) Gen Reserve	(1,302)	(3,400)						
<u>220 Burial Ground</u>								
1200 Burials	0	150	1,500	1,350			10.0%	
Burial Ground :- Income	0	150	1,500	1,350			10.0%	0
4420 Admin Fee	0	0	250	250		250	0.0%	
Burial Ground :- Indirect Expenditure	0	0	250	250	0	250	0.0%	0
Movement to/(from) Gen Reserve	0	150						
<u>230 Green Spaces</u>								
4210 Contingency Fund	0	0	1,000	1,000		1,000	0.0%	
4400 Maintenance	34	351	1,000	649		649	35.1%	
4450 Boxley Village Green	0	0	900	900		900	0.0%	
4460 WDJ Orchard	300	372	1,000	628		628	37.2%	
4465 Franklin Drive OS	0	0	5,640	5,640		5,640	0.0%	
Green Spaces :- Indirect Expenditure	334	723	9,540	8,817	0	8,817	7.6%	0
Movement to/(from) Gen Reserve	(334)	(723)						
<u>240 Grounds Maintenance</u>								
4500 Grounds Maintenance Contract	0	2,222	10,141	7,919		7,919	21.9%	
4510 Closed Churchyard Maintenance	0	3,981	4,677	696		696	85.1%	
Grounds Maintenance :- Indirect Expenditure	0	6,203	14,818	8,615	0	8,615	41.9%	0
Movement to/(from) Gen Reserve	0	(6,203)						

Continued over page

Detailed Income & Expenditure by Budget Heading 31/10/2019

Month No: 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>250 Street Furniture</u>								
4550 Noticeboards	2,185	1,052	2,000	948		948	52.6%	
Street Furniture :- Indirect Expenditure	<u>2,185</u>	<u>1,052</u>	<u>2,000</u>	<u>948</u>	<u>0</u>	<u>948</u>	<u>52.6%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(2,185)</u>	<u>(1,052)</u>						
<u>260 Beechen Hall</u>								
1230 Hire Fees Casual	1,623	10,559	18,500	7,941			57.1%	
1231 PL Insurance Income	18	106	190	84			55.8%	
1235 Hire Fees Regular	3,997	18,221	33,000	14,779			55.2%	
1250 Wages - AEC	0	0	500	500			0.0%	
Beechen Hall :- Income	<u>5,638</u>	<u>28,886</u>	<u>52,190</u>	<u>23,304</u>			<u>55.3%</u>	<u>0</u>
4001 Wages	1,488	9,921	19,716	9,795		9,795	50.3%	
4005 PAYE	337	2,526	4,228	1,702		1,702	59.8%	
4010 Pensions	43	320	494	174		174	64.9%	
4020 Administration	34	98	213	115		115	46.1%	
4021 IT General	29	202	990	788		788	20.4%	
4023 Telecomms	48	342	0	(342)		(342)	0.0%	
4025 Audit	0	(38)	612	650		650	(6.1%)	
4035 Rates	445	3,638	5,037	1,399		1,399	72.2%	
4040 Licences/Leases	0	581	927	346		346	62.7%	
4105 Insurance	0	851	1,210	359		359	70.3%	
4210 Contingency Fund	0	0	1,000	1,000		1,000	0.0%	
4605 CCTV/Alarms Maintenance	941	311	2,000	1,689		1,689	15.6%	
4610 Consumables	50	556	1,075	519		519	51.7%	
4615 Electricity	186	1,260	2,350	1,090		1,090	53.6%	
4620 Gas	56	522	1,460	938		938	35.8%	
4625 Water	159	326	1,100	774		774	29.7%	
4630 Electrical Safety	0	310	435	125		125	71.3%	
4635 Fire Safety	35	35	98	63		63	35.7%	
4640 Gas Maintenance	0	0	273	273		273	0.0%	
4645 Ground Maintenance	311	311	1,544	1,233		1,233	20.2%	
4650 Hall Maintenance	135	865	2,500	1,635		1,635	34.6%	
4655 Hall Marketing	0	128	150	22		22	85.3%	
4660 Refuse Collections	119	1,263	2,400	1,137		1,137	52.6%	
4665 PWBL	3,593	3,593	0	(3,593)		(3,593)	0.0%	
Beechen Hall :- Indirect Expenditure	<u>8,009</u>	<u>27,924</u>	<u>49,812</u>	<u>21,888</u>	<u>0</u>	<u>21,888</u>	<u>56.1%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(2,371)</u>	<u>962</u>						

Continued over page

Detailed Income & Expenditure by Budget Heading 31/10/2019

Month No: 7

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>270</u> <u>Beechen Hall projects</u>								
4550 Noticeboards	0	0	500	500		500	0.0%	
4705 Internal Decoration	0	0	250	250		250	0.0%	
4719 PA System/Hearing Loop Hall	0	0	3,000	3,000		3,000	0.0%	
Beechen Hall projects :- Indirect Expenditure	<u>0</u>	<u>0</u>	<u>3,750</u>	<u>3,750</u>	<u>0</u>	<u>3,750</u>	<u>0.0%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>0</u>	<u>0</u>						
<u>280</u> <u>Allotments</u>								
1280 Allotment Income	65	1,162	1,188	26			97.8%	
Allotments :- Income	<u>65</u>	<u>1,162</u>	<u>1,188</u>	<u>26</u>			<u>97.8%</u>	<u>0</u>
4020 Administration	0	55	70	15		15	78.6%	
4105 Insurance	0	191	400	209		209	47.7%	
4400 Maintenance	166	3,243	4,500	1,257		1,257	72.1%	
Allotments :- Indirect Expenditure	<u>166</u>	<u>3,489</u>	<u>4,970</u>	<u>1,481</u>	<u>0</u>	<u>1,481</u>	<u>70.2%</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>(102)</u>	<u>(2,327)</u>						
<u>300</u> <u>Environment</u>								
4802 Highway Projects	0	0	40,000	40,000		40,000	0.0%	
Environment :- Direct Expenditure	<u>0</u>	<u>0</u>	<u>40,000</u>	<u>40,000</u>	<u>0</u>	<u>40,000</u>	<u>0.0%</u>	<u>0</u>
4800 Street Maintenance	0	(1,083)	15,000	16,083		16,083	(7.2%)	
Environment :- Indirect Expenditure	<u>0</u>	<u>(1,083)</u>	<u>15,000</u>	<u>16,083</u>	<u>0</u>	<u>16,083</u>	<u>(7.2%)</u>	<u>0</u>
Movement to/(from) Gen Reserve	<u>0</u>	<u>1,083</u>						
Grand Totals:- Income	<u>11,298</u>	<u>155,021</u>	<u>184,859</u>	<u>29,838</u>			<u>83.9%</u>	
Expenditure	<u>18,503</u>	<u>105,625</u>	<u>280,289</u>	<u>174,664</u>	<u>0</u>	<u>174,664</u>	<u>37.7%</u>	
Net Income over Expenditure	<u>(7,205)</u>	<u>49,396</u>	<u>(95,430)</u>	<u>(144,826)</u>				
plus Transfer from EMR	<u>0</u>	<u>10,117</u>						
Movement to/(from) Gen Reserve	<u>(7,205)</u>	<u>59,513</u>						

5.4 Investments.

Purpose of the report. To safeguard the parish council's funds and to ensure a robust accounting procedure all investment transactions require prior approval by the F&GPC.

Clerk's note. The following figures do not match the figures given at item 5.3 which are based on end of month bank reconciliations. The figures below reflect the latest statements received which may not be the end of the month.

Date	BANK ACCOUNTS chronological forecast of estimated likely available funds	
End of November	Coop General Account	£1,887.55

End of November	HSBC Beechen Hall	Approx £30,000.00	
End of November	Unity Trust Bank (UTB)	Approx. £40,000.00	
	Barclays Bank	£84,085.33	
January			
29	Lloyds B (matures 29/01/2020)	£25,391.25	
February			
08	Lloyds A (matures 08/02/2020)	£51,644.98	Have not received confirmation of interest at time of preparing agenda
95 day notice funds			
31.03.19	Nationwide Beechen Hall	£11,281.57	Should this be fixed for one year?
31.03.19	Nationwide Parish Council	£20,415.16	Should this be fixed for one year?

5.5 General/Earmarked Reserves

Item 7 Changes to IT and website

A demonstration of a Website template provided by Myparishcouncil.org is being set up.

Quotation for Wi-fi extender from Northstar. Has to be wired from ceiling as cannot be connected safely via floor sockets as this would leave cables trailing across the floor.

- Ubiquiti AP and PoE adapter £168+VAT
- 50m of CAT 5e cable £50+VAT
- Installation (2 engineers to attend) £408+VAT (includes your contract discount of 20%)

Just food for thought, but if we installed one of these Ubiquiti AP in the office as well, it would mean you would have a unified wireless network across both areas. We can even configure it for a public (still secured) guest network for internet access only (ring fenced from your own council network). That would be an additional £168, and another £36+VAT on the labour. Just thought it was worth mentioning.

Item 8 Bank Mandates

Clerks request. As we cannot find a card provider to do 'holding deposits' for hall hire deposits and have not found a suitable card payment provider yet, I would like to

propose that the Clerk and/or Assistant Clerk be added to the bank mandate for the HSBC account solely for the purpose of authorising the return of deposits made by BACs transfer. We get a lot of calls/emails from hirers who want their money back as quickly as possible. Some have paid £250 (£150 damage deposit and £100 cleaning deposit) which is a large sum of money and it would be helpful if we could authorise the return first thing on a Monday morning. These could be signed off retrospectively by 2 Councillors.

Item 9 Contingency Fund and Budget adjustments

Finance contingency fund spend to date £1,308.50

Request for funding from this fund for the following:

1. Plumbing works at the allotments £450
2. Essential Parish tree work - £3,320
3. Reconfiguration of office to include blocking up doorway in storage area and moving photocopier into storage area. Approximate cost £2500.

Item 10 Personnel Matters

Item 10.2 Closure of office over the Christmas Period

It is proposed that the 2 discretionary days be taken on the 27th and 30th December this year.

Holiday Cover for Clerk

It is proposed that the new Clerical Officer, Jane Denham be paid for extra days/hours to help cover the office whilst the Clerk is on holiday

Item 12 Grant Applications

12.1 Emptying the Silt Traps

The stream and the lake in the minds of our Trustees, are the "Jewel in the Crown" as far as the Reserve is concerned.

If the water is as clean from toxins and other detritus as possible, the health of the lake, the stream and its wildlife community will be assured.

We realise the culvert at the head of the reserve is in Maidstone Borough Council (MBC) land, and has water draining into it from surrounding roads, the existing stream further up by Kims and from surface water drainage from some of the nearby Grove Green estate.

Recently, as a result of seeing the upgrade plans for the A249, we realised that surface water from this upgrade would be also directed into the culvert.

We are in discussions with KCC and MBC to see what can be done to clean those additional water flows either entering our reserve or once they have entered the reserve, and our Stream and Lake subcommittee headed by Peter Lott is progressing this.

However, further down the stream where it almost empties into the lake, (just past the Willow lawn), the Victorians built 3 concrete dams or silt traps, which, through the dynamics of water flow, allow silt to settle out of the water before it empties into the lake. These have not been emptied for 15 years, and are almost within a few inches of the top of some.

We have received a quote for £2,800 including VAT for this work and I wondered, on behalf of the Trustees, whether BPC would be willing to consider a contribution towards this cost.

12.2 **Boundary Fence from start of Fullingpitts Wood to A249**

The current boundary fence according to our lease with MBC is the Trusts's responsibility.

However, it seems to me that there is a community responsibility here too where people are fly tipping across this fence causing all the problems associated with such offences as well as walking into Fullingpitts Wood which is an area of conservation. The public footpath is well used with children and families using it regularly.

Bob suggested I called Andrew Williams of MBC Parks and Open Spaces and he has tasked one of his staff, Nigel Holman to contact me to organise a site visit. Obviously the cost to construct a new fence for the 80 yards approx. to the A249 would be considerable. However, if we were say able to share this cost between BPC, MBC and ourselves, there may be a better result, a good PR choice for each and a better result for those using the path.

Andrew implied he could provide the labour, they also have a clever post insertion machine, and BPC and the Reserve, the materials.

We are of course in the early stages of negotiation.

So the point of my email is to ask whether BPC would like to become the third contributor in this project and who on the Council would be our contact?

Ideally any site visit should be attended by all three representatives when we could get a better feel of what is involved.

MBC have confirmed that they will provide the labour and machine for the work. They have one quotation for materials so far at £972 inc VAT from Boxley Timber & Fencing