

BRACEBRIDGE HEATH PARISH COUNCIL

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2021-2022 Annual Reports

Bracebridge Heath Parish Council

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Council membership

Thanks go to my colleagues on the council for their dedication and commitment over the last year. Each member of Council brings their own experience and skills to the role and contribute in different ways to the community and to the council.

Since May 2021 two new members of council have joined us, Cllr Jason Blackmore and Cllr David Warren. We have also said goodbye to Mrs Lorena Hauton and Mr John Kilcoyne. Thanks go to our former members, particularly to John Kilcoyne who has served many years as a parish councillor and the chairman.

Scheduled elections will take place in May 2023 which means that all thirteen seats will be available for election. If this is something that interests you or you'd like to find out more please get in touch with any member of the council.

It has been a privilege to serve as the Chairman of the Council for the past year. I believe the council has progressed many matters since our last Annual Parish Meeting which you will hear about shortly.

Community facilities – Village Hall and the Community Library

Over the course of the year, members and officers have been working hard behind the scenes to effect change. After carefully considering a number of different options, the council collectively reached a decision to terminate the lease with the Village Hall Management Committee. This means that moving forward the village hall will be owned and operated by the Parish Council. This is one of the biggest decisions made in recent years and we hope that it will be a fresh start for this important village asset. Looking ahead the next steps will be to ensure that the building can be opened safely and for the benefit of residents. This is likely to be capital and resource intensive and it will take us some time.

As always, we thank our library volunteers for their continued efforts with this facility. Our volunteers have navigated Covid restrictions over the last few years and have kept our facility open as much as possible. Unfortunately, a number of issues with the library building were identified early this year which has forced the facility to close whilst repairs are awaited. Parish Council officers have been working with Lincolnshire County Council to ensure that all the necessary repairs are carried out. We are making progress but at this point it isn't possible to say when it will open again.

Volunteers

Our volunteers play an important role in our community; from helping to run the library to litter picking and to planning events. Thank you to all our volunteers who give up their time to make a positive difference throughout our village.

In the last year, Cllr Chris Barr has been heavily involved in setting up the 'Wombles of Bracebridge Heath'. This initiative was set up to help keep Bracebridge Heath tidy and litter free. The 'Wombles' can be seen out on their own or in groups. In addition to litter picking, the initiative has also brought together different members of the community to take direct action that makes a positive difference for residents. Thank you to you all.

Community Events - Remembrance Sunday and the Parish Christmas Tree

It was an honour to lay a wreath on behalf of Council at the War Memorial on Armistice Day. Special thanks to Mrs Sue Shaw who led the act of remembrance from St Johns Evangelist Church.

Firstly, a huge thank you to all our volunteers and staff who have helped put the tree up this year. Particular thanks go to Burrows Recovery, Mr Rob Rickels and our caretakers. It was a pleasure to be able to attend the socially distanced Christmas Carols and switch on the Christmas Tree lights.

Neighbourhood Plan

The community has voted 'Yes' to the Neighbourhood Plan! Thanks and congratulations go to the members of the Neighbourhood Plan Sub-Committee past & present. The "Yes" result means that North Kesteven District Council (NKDC) will now use the Neighbourhood Plan to help determine applications within the neighbourhood area. The result also means that Bracebridge Heath Parish Council will receive a higher proportion of Community Infrastructure Levy money (CIL).

Covid-19 secure meetings

Between April 2020 and May 2021, the Council met remotely using Zoom or Teams. This was due to the implementation of temporary legislation which permitted local councils to hold remote meetings. This legislation lapsed in May 2021 and local councils had to return to face-to-face meetings to conduct business. Thanks go to the Parish Clerk for implementing our Covid-19 risk assessments and for putting safety measures in place so that our democratic obligations could continue.

Parish precept & budget 2022-2023

Parish Council voted to freeze the precept for 2022/2023 which means a Band D equivalent remains £80.20. A summary of our budget and precept request can be found in the appendices of this report.

Action Plan

The council considered its action plan this year and revised some of the priorities within the document. It is notable that many actions were removed due to their completion in the last year. In addition, the council has been able to use the action plan to help set its budget and plan the delivery of its priorities and objectives.

Staffing

This year, we have welcomed two new members of staff - Mr David Cole (Village Caretaker – Maintenance) and Mr James Forrester (Village Caretaker – Environment). We have also said goodbye to Mr Pete Tuckerman (Deputy Clerk to Council). Thanks go to Pete for his service.

As Chairman, I'd like to take the opportunity to thank all our wonderful staff who continue to work tirelessly to move this village forward. Without them nothing would be possible.

This standing committee consists of six members of council and is scheduled to meet four times this civic year. The terms of reference for this committee can be found at <https://bracebridge-heath.parish.lincolnshire.gov.uk/council-business/committees/1>.

Community facilities – pavilion and library

The committee would like to thank the huge efforts made by Parish Council staff in keeping everything on track and up to date as well as creating new and current documents to facilitate the use of our facilities such as the library and the pavilion during another difficult year of living with Covid-19. There has been fast changing advice from various government and NHS sources about the opening and cleaning of all our public amenities.

Our library has also faced many challenging times and the committee would like to thank the volunteers who have made it possible to keep this facility open and safe as much as possible. Unfortunately, the condition of the building is now such that this facility has had to be closed temporarily until repairs can be made.

Thanks also goes to all the users and hirers of the Pavilion for their patience, cooperation and understanding during the pandemic. Thank you all.

A number of improvements have been made at the pavilion in the last year including the purchase of new tables, installation of additional external lighting and installation of new fire doors. Plans are also in place to make some improvements to the kitchenette area of the hall. CCTV has also been installed in the last year which is monitored by Lincoln City Council. It is hoped that the new CCTV will reduce antisocial behaviour on the recreation ground and at the Pavilion.

Playparks

Our play parks continued to be well used facilities. A number of repairs have been undertaken throughout the year to ensure that the parks remain safe and available to use for children. These repairs included new swing seats, repair of the spring rockers at Stane Drive and the Recreation Ground and new signage for the Grace Merridan park at the Recreation Ground. New signage has also been ordered for other recreation facilities including the outdoor gym, MUGA, tennis courts and Stane Drive and Grantham Road park. This is expected to be delivered shortly and will be installed by our caretaker.

The Council understands how important our recreational facilities are to residents. As such, committee members held a number of scheduled visits to the play parks to familiarise themselves with what is on offer to residents. This also gave Councillors a chance to speak with members of the public.

Four new signs for the recreation grounds were purchased to be erected at the Multi Use Gym Equipment / Tennis Courts, Grantham Road playpark, The Stane Drive playpark and the Outdoor Gym equipment at the Recreation Ground.

Allotments

As in previous years, the interest in our allotments has continued with a number of people wishing to hire a plot. A waiting list is in place and those waiting are contacted when a plot becomes available.

This year the Council has been working with the Allotment Holders' Association to plant trees for the Queen's jubilee. Permission has now been obtained from the Church Commissioners for England, the owners of the land, to plant these trees.

The committee has also agreed to look at other improvements to the allotment site which will be progressed over the next year. These improvements include new signage at the entrance to the site, some new fencing and assistance with the upkeep of the communal areas of the site. The committee is also supporting the Allotment Holders' Association in creating a wildlife area within the site.

Two skips have been provided this year to assist plot holders in keeping the site tidy and clear of rubbish.

The allotments continue to be a thriving and vibrant community and plot holders are to be commended for their efforts in achieving this.

Grass Cutting and Grounds Maintenance

The Council has recently agreed to enter into a Parish Agreement for Urban Highway Grass Cutting with Lincolnshire County Council for 2022/23. Acceptance of this contract means that the Parish Council will be responsible for cutting most of the grass verges within the village until March 23. As part of the contract, Parish Council are only required to cut the verges a minimum of three times per year. The Council has chosen to offer an enhanced programme of grass cutting and will carry out seven cuts between April and October.

A contract for maintenance of the Council's hedges and other grounds has also been agreed. This will be in place until March 2023.

Action Plan

The committee's section of the Action Plan has recently been updated. The committee has agreed to focus on fewer improvements and actions. A copy of the action plan can be found on the parish council's website - <https://bracebridge-heath.parish.lincolnshire.gov.uk/downloads/download/21/parish-council-action-plan-2020?downloadID=21>.

Budget

A recommendation was made that the Amenities Committee budget be set at £34,685.00 for 2022/23 and this was agreed by the Council in January 2022.

The Environment committee has 6 members and has met 6 times this civic year, with a further 6 meetings to consider planning applications only. The Terms of Reference for this committee can be found on the following link [Committees – Bracebridge Heath Parish Council \(lincolnshire.gov.uk\)](https://www.lincolnshire.gov.uk/committees-bracebridge-heath-parish-council). The purpose of this Committee is to oversee the built and natural environment within Bracebridge Heath.

Our responsibilities cover bus shelters, the St John's Hospital Cemetery, civic events and ceremonies, control of advertising, highways and transportation, notice boards, planning, Red Hall Farm Lane, signs, street furniture, street lighting, trees, war Memorial, provision of litter and dog waste bins, the woodland walk and the Neighbourhood Plan. To enable us to undertake work in the areas above, we had a budget this year of £18,925. Of this, by month 11, £15,586.65 was spent. So generally on track with budget, however, the street lighting budget is likely to be overspent this year, due to increased electricity costs.

Bus Shelters

A survey of the 7 bus shelters around the village was undertaken, which showed that generally the bus shelters are structurally sound, but do require remedial work. Each bus shelter has different work that is required and whilst some of this work can be done by the Village Caretakers, 1 bus shelter will require a specialist contractor for specific roof repairs.

We have also been in contact with St Johns School and are looking to promote a project for school children to take part in designing artwork for the bus shelters, and we will then have discussions with ArtsNK, who may take up the project and provide the paint work to the bus shelters, over the long term due to cost.

Cemetery and Woodland Walk

St John's Hospital Cemetery holds just over 3600 graves. The Parish Council continue to maintain this area, cutting grass and keeping it tidy. We have recently installed signs at the entrances to the cemetery with thanks to Lincolnshire County Council Highways through their volunteering scheme. This is part of a larger project to recognise the cemetery and the graves and give the due respect that the area deserves. As the land is consecrated, we are unable to dig or plant on the land. We have, however, permitted wildflower seeding in one area of the cemetery which will enhance its look but will also support insects and wildlife.

More recently, some work has been completed in repairing the coping stones of the Limestone wall in the Cemetery near the industrial site. These coping stones contained glass and removing these has made the wall much safer. The labour involved in carrying out these jobs was done free of charge through a scheme set up by the Lincs County Council Highways Service. We would like to thank them, Balfour Beatty (who carried out the work) and County Councillor Lindsey Cawrey for nominating our project. This is hopefully the start of a long journey to fully repair the cemetery wall. Some smaller repairs have been done on the limestone wall on Canwick Avenue, however the majority of the responsibility of this wall lies with the residents of the houses along that side.

Our thanks also go to the Events Group who have planted a number of sapling trees in the woodland walk (between the Hospital Cottages and the Homestead), along with some wildflower planting, which include bluebells, snowdrops, aconites, crocuses, irises, muscari, hellebores and primroses. As these plants colonise this will enhance the look of the Woodland walk. They have also planted 5 trees, as part of the Queens Green Canopy, in the green area adjacent to Sycamore Grove and Oakdene Avenue, which consisted of 2 apple trees, 2 cherry trees and 1 cotoneaster tree. The Parish Council give thanks to the Events Group for organising and undertaking of this work.

Civic Events and Ceremonies

Following the cancellation of VE day celebrations due to Covid, we were able at least this year, in conjunction with St Johns Church, to help provide a smaller Remembrance Day service which was held in the St John's Hospital Cemetery.

A return to almost normal came about with the Christmas Tree, which was erected and lit, with a good attendance of residents singing around the tree. Next year we will be looking to upgrade the lighting on the tree and maybe a little further, to some street lights. We send thanks to all those who helped erect and decorate the tree and to those who took part.

The Queens Jubilee will shortly be upon us, with Street Parties on a few peoples lists. The Council has invited local groups to contribute to the Queens Jubilee and can offer support in many ways, such as providing use of a venue or other financial support through our grants system. We welcome all ideas and contributions. We have supported the Woolly Woodland's organiser who will be decorating a section of the woodland again and the WI will also be conducting a trail with posters to be displayed around the village later on.

Planning

The Environment committee has considered some 34 planning applications over the year, ranging from changing windows to the more substantial housing developments off Sleaford Road and London Road/Canwick Avenue. The Chairman of the Environment committee attended two NKDC Planning Committee meetings, as the speaker on behalf of the Parish Council and residents, putting forward objections to the developments (Planning application 20/0057/OUT – Land off Sleaford Road). This development consists of residential areas, community hub, business park and provision of a care home in the area off Sleaford Road. This was objected to strongly on a number of issues, with 4 particular areas being addressed including 1, the location of the care home within the Business /employment area, 2, the single point of access to one part of this development, which will house around 1123 houses, 3, the density of the development in total and, 4, lack of recreation/play area and green spaces. After these objections the Care Home was re-sited to a more favourable position on the planning application. Despite the Parish Council's objections, the application for outline permission was eventually approved by NKDCs Planning Committee in March 2022.

The Neighbourhood Plan

The Referendum for the Bracebridge Heath Neighbourhood Plan was held on Tuesday 8th March 2022. The council is pleased to report that more than half of those voting have voted in favour of North Kesteven District Council using the Bracebridge Heath Neighbourhood Plan to help it decide planning applications in the neighbourhood area.

Once formally adopted by North Kesteven District Council, the Plan will be given full weight in helping to determine future planning applications within the Plan area. Planning law requires that applications for planning permission be determined in accordance with the Neighbourhood Plan unless material considerations indicate otherwise.

Result of poll

	Votes recorded
Number cast in favour of a Yes	471
Number cast in favour of a No	59
Ballot papers rejected	0
Total number of votes recorded represented 11.7% of the registered electors.	

Action Plan and Trees

Using evidence from the Neighbourhood Plan enabled the Council to submit an application to NKDC for the trees around Cross O' Cliff Court to be protected under a Tree Preservation Order. This has now been confirmed and means that any works to trees registered under the TPO must be approved by NKDC before it can be undertaken.

In addition to this, Bracebridge Heath Parish Council was pleased to be able to support an application made by NKDC for the historic listing of Cross O' Cliff Court. Again, using evidence provided in the Neighbourhood Plan, NKDC applied to the Department of Digital, Culture, Media and Sport (DCMS) which has resulted in the building being given Grade II listed status and the due protection for a significant building within the village.

Parish Council has recently completed its regular tree survey in January 2022. The primary purpose of this inspection is to fulfil our duty of care obligations as a tree owner, ensuring the health of the tree and the safety for residents. A report and schedule for the identified works has been completed and the Council will be carrying out work in due course.

The Council's Action Plan has recently been revised. A copy of the Plan can be found on the council's website - [Parish Council action plan 2020 – Bracebridge Heath Parish Council \(lincolnshire.gov.uk\)](https://www.lincolnshire.gov.uk/council-and-politics/parish-council-action-plan-2020)

Street Lighting

Bracebridge Heath Parish Council owns and maintains 195 street lights within the village, mainly in the older developments. We continue to maintain and repair any of these street lights as and when required. The Council began a programme of replacing old concrete columns this year with steel columns which has now been completed with 16 new columns replaced across the village. Lamps which cannot be repaired will be upgraded with the more energy efficient standard as required and the council has set aside an earmarked reserve to begin a rolling programme for this activity. Changing to LED bulbs will increase energy efficiency and also reduce the Council's carbon footprint.

General

Our thanks go to the Wombles Group, who litter pick around the village to help keep it clean and tidy. I am happy to report that currently we have 35 Wombles who have been meeting fortnightly throughout the winter period. Between 8 to 15 Wombles regularly meet up, with 2 (under parental supervision) coming along as part of their Bronze Duke of Edinburgh Award. We want to also thank the Co-op, Tesco, NKDC and Bracebridge Heath Parish Council for kindly providing equipment. Earlier in the year, residents of Red Hall Farm Lane raised concerns about the speed of traffic travelling on the lane. As the owner of the lane, the Council has installed new signage to remind motorists that the lane is largely pedestrianised and is used by school children.

The Finance and Policy committee has six members and has met five times this civic year. The Terms of Reference for this committee can be found at <https://bracebridge-heath.parish.lincolnshire.gov.uk/council-business/committees/3?documentId=15&categoryId=2>

Financial information

	2021-2022	2022-2023
Total budget	£159,248.43	£167,076.87
Precept	£148,962.03	£152,025.17
Other forecast income	£10,286.40	£15,051.70
Precept cost per Band D household	£80.20	£80.20

Income from other sources has remained lower throughout the post-COVID recovery period. Prudent financial management has kept the precept request per household the same into 2022-2023. A full breakdown of the Council's budgets can be seen in Appendix A.

Communication

Parish Council continues to operate social media pages and groups through Facebook. Monthly reports are made to all residents through Heathcliff View.

Training and development

Staff and members have continued to attend training provided by LALC. This included financial management sessions run by Parkinson Partnership.

Accreditation

Parish Council has achieved the Foundation Level of the Local Council Award Scheme. This is a peer-reviewed qualification awarded by the National Association of Local Councils. Foundation status is the first of three levels acknowledging that a town or parish council meets given standards.

Grants

Grants were awarded to:

- Bracebridge Heath Friendship Club
- Bracebridge Heath Women's Institute
- Bracebridge Heath Cricket Club
- St John's Primary Academy
- 1st Bracebridge Heath Rainbows
- 4th Waddington Rainbows
- St John the Evangelist Church

Policies and Documents

The committee has continued its programme in reviewing policies throughout the year. The following policies and documents have been reviewed:

All policies can be found at

<https://bracebridge-heath.parish.lincolnshire.gov.uk/homepage/7/policies>

The Executive sub-committee comprises the chairman and vice-chairman of the parish council plus representatives each of the three standing committees. The sub-committee has met formally three times this civic year. Full terms of reference can be found at <https://bracebridge-heath.parish.lincolnshire.gov.uk/council-business/committees/4?documentId=15&categoryId=2>

Staffing

Our thanks and best wishes go with Pete Tuckerman who has stepped down from the post of Deputy Clerk and Facilities Manager.

New appointments have been welcomed to the staff team:

David Cole has been appointed to the role of Village caretaker – Maintenance.

James Forrester has been appointed to the role of Village Caretaker – Environment.

Appendix A - Budget summary 2019 – 2023

Bracebridge Heath Parish Council Budget Summary 2019-2023				
Committee	2019/2020	2020/2021	2021/2022	2022/2023
Environment committee	Budget	Budget	Budget	Budget
Streetlighting electricity	£7,500.00	£7,774.00	£8,369.00	£10,294.20
Streetlighting repairs & renewals	£4,000.00	£6,923.00	£4,006.00	£5,204.00
Bus shelters	£250.00	£300.00	£300.00	£300.00
Noticeboards	£250.00	£150.00	£1,250.00	£0.00
Dog & litter bins	£500.00	£500.00	£500.00	£500.00
Events	£800.00	£1,500.00	£800.00	£800.00
Neighbourhood Plan	-	£0.00	£0.00	£0.00
Grounds maintenance (burial ground & woodland)	-	£2,500.00	£3,500.00	£3,500.00
Defibrillators	£1,000.00	£100.00	£200.00	£200.00
Red Hall Farm Lane	£0.00	£0.00	£0.00	£0.00
	£14,300.00	£19,747.00	£18,925.00	£20,798.20
Amenities committee	Budget	Budget		
Play equipment & repairs	£10,000.00	£4,000.00	£8,150.00	£5,000.00
Grass cutting	£7,959.00	£11,900.00	£9,676.00	£9,944.00
Grounds maintenance	£2,500.00	£2,000.00	£2,500.00	£2,500.00
Allotments	£1,100.00	£1,500.00	£1,520.00	£3,000.00
Recreation ground	£6,500.00	£8,717.00	£10,034.00	£9,074.00
Bowling green	£1,000.00	£0.00	£0.00	£0.00
Village hall repairs	£5,000.00	£0.00	£0.00	£0.00
Community library	£5,167.00	£5,167.00	£5,167.00	£5,167.00
Library refurbishment	£0.00	£0.00	£0.00	£0.00
Community building redevelopment	-	£5,000.00	£0.00	£0.00
	£39,226.00	£38,284.00	£37,047.00	£34,685.00
Finance & Policy committee	Budget	Budget		
Salary & fees	£70,000.00	£79,103.61	£84,619.03	£82,208.67
Telephone	£850.00	£548.10	£720.00	£865.00
Stationery / equipment	£1,500.00	£1,190.00	£1,700.00	£1,500.00
Room Hire	£500.00	£500.00	£0.00	£0.00
Insurance	£2,700.00	£3,000.00	£4,000.00	£3,700.00
Audit	£600.00	£614.25	£780.00	£790.00
Travel	£600.00	£600.00	£800.00	£500.00
Subscriptions	£1,200.00	£1,752.45	£4,607.40	£4,200.00
Elections	£11,500.00	£3,500.00	£1,750.00	£0.00
Grants	£4,000.00	£4,000.00	£2,000.00	£4,000.00
Newsletter	£350.00	£350.00	£300.00	£300.00
Chairmans Allowance	£500.00	£150.00	£150.00	£150.00
Professional Fees	£3,000.00	£3,000.00	£1,000.00	£4,000.00
Training and development	£500.00	£850.00	£850.00	£850.00
Contingency	-	-	-	£8,530.00
	£97,800.00	£99,158.41	£103,276.43	£111,593.67
	£151,326.00	£157,189.41	£159,248.43	£167,076.87
Forecast Income	Budget	Budget	Budget	Budget
Allotment Rental	£828.00	£828.00	£1,123.20	£1,123.20
NKDC Grant - Litter	£1,204.77	£1,204.77	£1,204.77	£1,204.77
Recreation Ground	£6,800.00	£7,013.00	£300.00	£5,031.00
Library	£5,167.00	£5,557.00	£5,167.00	£5,167.00
Neighbourhood Plan Grant	-	-	-	-
Parish agreement grass verges	£1,116.00	£2,491.43	£2,491.43	£2,525.73
Other Income	-	-	-	-
	£15,115.77	£17,094.20	£10,286.40	£15,051.70
	2019/2020	2020/2021	2021/2022	2022/2023
Precept Requirement	£136,210.23	£140,095.21	£148,962.03	£152,025.17
Redistributed Grant	£0.00	£0.00	£0.00	£0.00
PRECEPT (Net Budget Requirement)	£136,210.23	£140,095.21	£148,962.03	£152,025.17
Taxbase	£1,902.30	£1,896.67	£1,857.43	£1,895.66
	£71.66	£73.86	£80.20	£80.20

Appendix B – Training record

Date completed	Attendee	Course / Training event	Provider
18/05/2021	Mrs S Knowles	Employment seminar	LALC / Personnel Advice and Solutions
18/05/2021	Cllr S Manders	Employment seminar	LALC / Personnel Advice and Solutions
26/05/2021	Cllr J Blackmore	Council powers and procedures (2 days)	LALC
26/05/2021	Cllr S Manders	Council powers and procedures (2 days)	LALC
26/05/2021	Cllr K Trought	Council powers and procedures (2 days)	LALC
26/05/2021	Mrs R Fraser	Council powers and procedures (2 days)	LALC
09/06/2021	Cllr S Manders	Chairman & Clerk (2 days)	LALC
09/06/2021	Mr P Tuckerman	Chairman & Clerk (2 days)	LALC
09/06/2021	Mrs S Knowles	Chairman & Clerk (2 days)	LALC
16/06/2021	Cllr J Blackmore	Councillor's training session (2 days)	LALC
16/06/2021	Mr P Tuckerman	Clerk cluster refresher session	LALC
16/06/2021	Mrs S Knowles	Clerk cluster refresher session	LALC
16/06/2021	Cllr J Kilcoyne	Clerk cluster refresher session	LALC
08/07/2021	Mrs R Fraser	Finance for Councillors	Parkinson Partnership
14/07/2021	Cllr J Kilcoyne	Internal Controls	Parkinson Partnership
20/07/2021	Cllr C Callan	Internal Controls	Parkinson Partnership
21/07/2021	Mr P Tuckerman	Play areas / insurance	LALC / BHIB Insurance
10/06/2021	Cllr S Manders	Finance for Councillors	Parkinson Partnership
20/07/2021	Cllr S Manders	Internal Controls	Parkinson Partnership
08/09/2021	Cllr S Manders	Introduction to VAT	Parkinson Partnership
03/08/2021	Mrs S Knowles	Internal audit	LALC
03/08/2021	Cllr J Kilcoyne	Internal audit	LALC
06/10/2021	Cllr S Manders	LALC AGM / Conference	LALC
06/10/2021	Cllr K Trought	LALC AGM/Conference	LALC
08/09/2021	Cllr S Manders	Using Facebook	Breakthrough Communications
19/05/2021	Mrs R Shirley	Level 2 Certificate - Understanding Mental Health First Aid and Mental Health Advocacy in the Workplace	University of Bath
09/11/2021	Mrs S Knowles	Valuation and the importance of your data	West Yorkshire Pension Fund
27/01/2022	Cllr C Callan	Introduction to VAT	Parkinson Partnership
27/01/2022	Mrs S Knowles	Introduction to VAT	Parkinson Partnership
08/03/2022	Cllr C Callan	Employment seminar	LALC / Personnel Advice and Solutions

Appendix C – Member attendance

Attendance at council meetings 2021-2022						
Member	Summonses to meetings	Meetings attended	Meetings for which apologies were received & accepted	Meetings for which apologies were not received or accepted	Meetings attended as an observer	% attendance
Cllr F Adeyemi	15	10	2	3	0	66.67
Cllr C Barr	18	18	0	0	0	100.00
Cllr J Blackmore	23	10	8	5	0	43.48
Cllr C Broad	22	18	5	0	0	81.82
Cllr C Callan	18	18	0	0	2	100.00
Cllr L Hauton	2	1	1	0	0	50.00
Cllr J Kilcoyne	14	13	1	0	1	92.86
Cllr S Manders	25	25	0	0	2	100.00
Cllr V Marden	11	8	3	0	0	72.73
Cllr J Moran	11	5	2	4	0	45.45
Cllr A Smith	19	16	1	2	0	84.21
Cllr K Trought	25	23	1	1	0	92.00
Cllr A Walker	20	7	12	1	0	35.00
Cllr D Warren	4	4	0	0	3	100.00