

PETERSFIELD TOWN COUNCIL

Minutes of a meeting of the Finance and General Purposes Committee held at the Council Chamber, Town Hall, Petersfield, on Monday 18 November 2013 at 6.30 pm

PRESENT: Cllr A Tarver (Chairman), Cllr Mrs L Farrow, Cllr Mrs S Harwood, Cllr C Mills, Cllr W Organ, Cllr G Watkinson

ALSO IN ATTENDANCE: Mr N Hitch (Town Clerk), Mrs A Church (Committee Administrator).
The Petersfield Post was present

F 0452 **CHAIRMAN'S COMMENTS**

The Chairman had no comments.

F 0453 **APOLOGIES FOR ABSENCE**

There were no apologies for absence.

F 0454 **GRANTING OF DISPENSATION UNDER SECTION 33 OF THE LOCALISM ACT**

No requests for dispensation had been received.

F 0455 **DECLARATIONS OF INTEREST**

There were no declarations of interest made.

F 0456 **PUBLIC REPRESENTATION**

No representation to speak had been received.

F 0457 **APPROVAL OF MINUTES**

RESOLVED that the Minutes of the Meeting held on 21 October 2013 be approved and signed by the Chairman.

F 0458 **FINANCIAL RECOMMENDATIONS FROM COMMITTEES**

a. Public Halls

There were no financial recommendations from Public Halls.

b. Grounds

Grounds Meeting held on 17 October 2013

G 0447 REQUEST FROM WALLS FUNFAIR THAT THE TARO FAIR ATTEND AGAIN ON THE HEATH IN 2014 BUT THAT THEY BE GRANTED PERMISSION TO OPEN ON SATURDAY 4TH AND SUNDAY 5TH OCTOBER, LEAVING A CHILDREN'S RIDE IN PLACE FOR MONDAY MORNING 6TH OCTOBER WHICH IS THE TRADITIONAL FAIR DAY

The Town Clerk said that he had received the above request on 20 October 2013 from Walls Funfair requesting changes to their opening days for 2014 for commercial reasons. He also confirmed that the Town Council had a duty to keep alive the Charter Day for the Taro Fair which was 6th October. The Committee discussed the request in detail but felt that the tradition of a day fair each year on 6th October was an important one, albeit that they understood the commercial reason for the request by Walls Funfair. A full fair should be held on the Charter Day and the Committee were prepared to recommend some financial assistance for that day.

RECOMMENDED that, for 2014, permission be granted to Walls Funfair to hold the Taro Fair on both Saturday 4th & Sunday 5th October, with the proviso that a full fair was held on the Charter Day of Monday 6th October but, exceptionally, at half rental for that Monday.

F 0459 TOWN CLERK'S FINANCIAL REPORT

Members received and noted the Financial Report from the Town Clerk, a copy of which is attached to these Minutes at Appendix A.

F 0460 BANK RECONCILIATION

Members received and noted the latest bank reconciliation, a copy of which is attached to these Minutes at Appendix B.

F 0461 INFORMATION PAPER FROM THE TOWN CLERK CONCERNING THE POSSIBLE RE-INVESTMENT OF FUNDS, CURRENTLY DEPOSITED WITH CLYDESDALE, WITH A PUBLIC SECTOR PROPERTY FUND

The Committee received and considered the information paper from the Town Clerk on the possible re-investment of the funds, currently held in a Clydesdale Term Deposit Account, with the Local Authorities' Property Fund through CCLA Investment Management Ltd. Some concern was raised by

Committee members that returns from investment in the Property Fund were not guaranteed.

The Committee agreed that a representative of CCLA should be invited, without any commitment on the part of the Town Council, to an evening meeting with Town Councillors to elaborate on their full range of investments and conditions.

RESOLVED that a representative from CCLA Investment Management Ltd be invited to an evening meeting with members of the Finance & General Purposes Committee to explain their full range of investments and conditions, and that this meeting be extended to as many Petersfield Town Councillors as wished to attend.

F 0462

RESPONSE DATED 1 NOVEMBER 2013 FROM THE PETERSFIELD OPEN AIR HEATED SWIMMING POOL CONCERNING THE SOLAR PANELS ON THE TOWN HALL ROOF

(Minute F 0306 September 2013 refers)

Members received and considered the response dated 1 November 2013 from the Petersfield Open Air Heated Swimming Pool about the concerns of the swimming pool trustees on the financial loss that they may incur on their solar panels, situated on the Town Hall roof, in the event of the Town Hall being sold.

The Committee agreed that, although the sale of the Town Hall building in the future was most unlikely, it would be helpful for the Chairman of the Grounds Committee and the Town Clerk to meet with Mr Rodney Clark, Chairman of the Trustees of Petersfield Open Air Heated Swimming Pool, to resolve the matter.

RESOLVED that a meeting be arranged between the Chairman of the Finance & General Purposes Committee, the Town Clerk and the Chairman of the Trustees of Petersfield Open Air Heated Swimming Pool to resolve the matter of the financial implications of their solar panels situated on the Town Hall building; and that the agreed proposal be brought back to the Finance & General Purposes Committee for their approval.

F 0463

INVITATION FROM THE DEPARTMENT FOR COMMUNITIES AND LOCAL GOVERNMENT TO TOWN AND PARISH COUNCILS TO SUBMIT PROPOSALS UNDER THE SUSTAINABLE COMMUNITIES ACT

The Committee received and noted for information the document from the Department for Communities and Local Government inviting town and

parish councils to submit proposals under the Sustainable Communities Act.

F 0464

**QUOTATIONS RECEIVED FOR INSTALLING TWO NOTICE BOARDS
- ONE AT THE FRONT AND ONE AT THE REAR OF THE FESTIVAL
HALL**

The Committee received and considered the three quotations received for installing two notice boards, one at the front and one at the rear of the Town & Festival Hall, together with the quotation for replacing the community notice board outside Petersfield Post Office.

The Town Clerk confirmed that erecting two new notice boards at the Town & Festival Hall was a permitted development and did not require planning permission.

However, permission would be required from East Hampshire District Council to erect the front notice board as it would be outside the boundary of the public highway. He confirmed that the notice board at the rear of the Festival Hall would be used for promoting events at the Festival Hall and the one at the front for promoting Town Council business. The three quotations received were for lockable notice boards able to display 8 x A4 notices but the quotations did not include installation. The Town Clerk would be seeking grant funding from the South Downs Sustainable Communities Fund (SCF) and from East Hampshire District Council.

The Committee agreed that the quotation from Company B for two notice boards constructed from English Oak was the most suitable, and the most reasonable, but it was felt that the option for hand carved lettering at £4 per letter should be taken up.

Company C had also quoted for a replacement open community notice board 1100mm x 1400mm, consisting of a black polyethylene pinboard with moulded oak surround, for outside the Post Office at a cost of £900. The existing community notice board was in a very poor condition and the Town Council had already approved its replacement. The Committee accepted the quotation and agreed that the community notice board should be replaced without delay. It was noted that there was a requirement for a similar notice board to be put on The Heath area and a further quotation would be obtained for consideration at a later date.

RESOLVED that the quotation from Company B (later revealed as Harry Stebbing Workshop of Great Hockham) be accepted in the sum of £2,228.00 for two lockable, double-doored, 1225mm x 800mm x 85mm notice boards, constructed from English oak - one at the front and one at the rear of the Town & Festival Hall; that the option for hand carved lettering at £4 per letter be accepted at a cost of £88 (22 letters) for the front notice board and £92 (23 letters) for the rear notice board; also, that the option for a glass reinforced plastic logo be accepted at a cost of £67-£97 per board. The total cost of the order would be a maximum of £2,602.00 and grant funding

would be sought from the South Downs Sustainable Communities Fund and from East Hampshire District Council.

RESOLVED that the quotation from Company C (later revealed as Pewcorner Woodworks, Froxfield) be accepted in the sum of £900.00 for a 1100mm x 1400mm black polyethylene, open notice board with moulded oak surround to replace the community notice board by Petersfield Post Office.

F 0465

**NOTIFICATION FROM HAMPSHIRE COUNTY COUNCIL OF
CHANGES TO THE No.94 BUS SERVICE TIMETABLE BETWEEN
PETERSFIELD AND BURITON**

The Committee received and noted the amended timetable from Stagecoach for the No.94 bus from Petersfield to Buriton which would come into effect on 5 January 2014. Hampshire County Council had supported the change as a benefit to residents.

The Town Clerk advised that Buriton Parish Council had also been notified of the changes to the No.94 bus timetable.

CONFIDENTIAL

F 0466 **Staff Panel** – Meeting of the Petersfield Town Council Staff Panel held on 29 October 2013.

RESOLVED that a total annual budget figure of £222,769.00 for employee salaries, including associated employer costs, be accepted for the 2014-2015 budget; that the breakdown of the costs be shown separately in the budget.

RECOMMENDED that the draft policy regarding time off in lieu during the shut-down period be accepted.

There being no further business, the meeting closed at 7.58 pm



FINANCE REPORT

As with the Clerk's Report to Council, this report is not an item of debate, but seeks to inform councillors of all matters financial, including income and expenditure against budget, the level of balances held, proposed movements of deposits, future plans as well as seasonal issues, such as the Audit and Budget setting processes. If councillors consider a matter included in the report is in need of debate, the subject can be added to a future meeting's agenda for this purpose. I will always endeavour to answer any questions raised from the content of the report, but please bear in mind that if further investigation is necessary, answers will need to be given outside the meeting.

Bank Accounts

	<u>£</u>	<u>Rate</u>
Lloyds TSB Current Account	480.02	
Lloyds TSB 30 Day Account	102,592.46	0.05%
Clydesdale Term Deposit	207,457.90	1.45%
Cambridge & Counties Bank 30 Day A/c	551,000.00	1.75%
Public Sector Deposit Fund	50,030.59	varies
Total	<u>911,560.97</u>	
Town Mayor's Charity Account	2,633.46	

Clydesdale's and Scottish Widows rating on Bank Deposits with Moody's has been reduced to Baa2 with ratings stable. Lloyds TSB is A2 but with a negative outlook. Notice will be given in the next few days to withdraw a further £50,000 from the Cambridge & Counties account.

Finance & General Purposes Committee

	<u>£</u>	<u>Budget</u>	<u>% Budget</u>
Income	9,013	13,400	67.26
Expenditure	49,463	70,700	69.96

Interest income remains low although income has been bolstered by the receipt of grant monies towards the Neighbourhood Plan work. Expenditure relates to monies spent on the Neighbourhood Plan plus community and perennial grants. The increased figure represents payment of the second half year grants to the Open Air Pool and Citizens' Advice Bureau.

Grounds & Open Spaces Committee

	<u>£</u>	<u>Budget</u>	<u>% Budget</u>
Income	52,208	64,525	80.91
Expenditure	119,681	253,371	47.24

Income is nicely on track at the moment against budget. It has been bolstered this month with quarterly rental charges on The Heath and at Love Lane. Expenditure overall is comfortably within budget. Following the appropriation of insurance costs to all cost centre's the budget for Miscellaneous Grounds has been exceeded although overall insurance costs are within budget so some virement will be requested across this budget heading in due course. The budget for play area equipment maintenance at Borough Road has exceeded budget and Woods Meadow is under pressure and looks likely to exceed budget this year but to date, this is more than compensated for by the budgets held for other play sites across the town.

Public Halls Committee

	<u>£</u>	<u>Budget</u>	<u>% Budget</u>
Income	108,880	176,742	61.60
Expenditure	231,007	454,599	50.82

Expenditure levels overall remain on track. The Professional Fees budget has exceeded budget for the year as a result of the External Investigation costs as well as the decision to appoint Health & Safety advisors and the legal work in connection with the Petersfield Town Football Club and Nursery at Love Lane Pavilion. Income levels are holding up well. The Avenue is now at 56.3% of target and the Festival Hall at 52.8%. Income from the solar panels is currently 84% of annual budget.

Overall

	<u>£</u>	<u>Budget</u>	<u>% Budget</u>
Income	170,101	254,667	66.79
Expenditure	400,151	778,670	51.39

The year to date figures, if everything was on track would show a 58.33% spend. Last year at this stage income was at 68.83% and expenditure 53.38%. I remain optimistic at the position of the budget at this stage of the year. Expenditure levels are healthy and although it would be better if income was a little higher at this stage of the year, performance remains good.

Neil Hitch
Town Clerk & Responsible Finance Officer
8th November 2013

Date: 07/11/2013

Petersfield Town Council

Page No: 1

Time: 11:11

User: CLW

Bank Reconciliation Statement as at: 07/11/2013 for Cash Book 1 BANK CURRENT ACCOUNT

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Lloyds TSB 0239842	31/10/2013	0	250.00
			<u>250.00</u>

<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
19/08/2013	808003	WPS Insurance Brokers & Risk	39.80
15/10/2013	014556	H. Monfared (Builders) Ltd	96.00
15/10/2013	014560	Regal Environmental Systems L	300.00
21/10/2013	014572	The Landscape Group Ltd	1,184.98
21/10/2013	014574	Barratt David Wilson	250.00
24/10/2013	014575	Cash	55.71
24/10/2013	014584	Woolovers	250.00
24/10/2013	014585	Diabetes UK P/F and district	250.00
24/10/2013	014586	Clements Fairs	250.00
24/10/2013	014587	Tilmore and Sheet Allotments	50.00
28/10/2013	014577	ACORN OFFICE SUPPLIES	332.46
28/10/2013	014578	COMMERCIAL GAS CONSULT	833.88
28/10/2013	014579	City Explorer	100.00
28/10/2013	014581	Moviola Ltd	286.45
28/10/2013	014583	SLCC Enterprises Ltd	714.00
			<u>4,993.28</u>
			-4,743.28

<u>Receipts not Banked/Cleared (Plus)</u>			
31/10/2013		10.00	
			<u>10.00</u>
			-4,733.28

Balance per Cash Book is :- -4,733.28

Difference is :- 0.00

Bank Reconciliation Statement as at: 31/10/2013 for Cash Book 1 BANK CURRENT ACCOUNT

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Lloyds TSB 0239842	31/10/2013	0	250.00
			<u>250.00</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
19/08/2013 808003	WPS Insurance Brokers & Risk	39.80	
15/10/2013 014556	H. Monfared (Builders) Ltd	96.00	
15/10/2013 014560	Regal Environmental Systems L	300.00	
21/10/2013 014572	The Landscape Group Ltd	1,184.98	
21/10/2013 014574	Barratt David Wilson	250.00	
24/10/2013 014575	Cash	55.71	
24/10/2013 014584	Woolovers	250.00	
24/10/2013 014585	Diabetes UK P/F and district	250.00	
24/10/2013 014586	Clements Fairs	250.00	
24/10/2013 014587	Tilmore and Sheet Allotments	50.00	
28/10/2013 014577	ACORN OFFICE SUPPLIES	332.46	
28/10/2013 014578	COMMERCIAL GAS CONSULT	833.88	
28/10/2013 014579	City Explorer	100.00	
28/10/2013 014581	Moviola Ltd	286.45	
28/10/2013 014583	SLCC Enterprises Ltd	714.00	
			<u>4,993.28</u>
			-4,743.28
<u>Receipts not Banked/Cleared (Plus)</u>			
31/10/2013		10.00	
			<u>10.00</u>
			-4,733.28
	Balance per Cash Book is :-		-4,733.28
	Difference is :-		0.00



Business Account Statement

Printed: 07 November 2013

Petersfield Town Council

Sort code 30-96-61

Account number 00239842

Town Hall
Petersfield
Hampshire
GU31 4EA

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 Monday to Friday, 7:00am - 8:00pm; Saturday, 9:00am - 2:00pm (, from outside the UK). Or Textphone .

Date	Description	Type	In (£)	Out (£)	Balance (£)
31 Oct 13	014576	CHQ		82.55 ✓	202.45
31 Oct 13	CARDNET 504784455 504784455 28/10	BGC	35.00 ✓		285.00
30 Oct 13	ALLSOP LLP CLIENTS 200000000096356062 30OCT13 18:56	FPO	48/400	2750.00 ✓	250.00
30 Oct 13	PETERSFIELD TOWN C 309661 07033557	TFR	2750.00 ✓		3000.00
29 Oct 13	FROM30966107033557	TFR	10883.30 ✓		250.00
29 Oct 13	014558	CHQ		4470.00 ✓	-10633.30
29 Oct 13	014570	CHQ		3177.65 ✓	-6163.30
29 Oct 13	014566	CHQ		3143.29 ✓	-2985.65
29 Oct 13	014571	CHQ		80.00 ✓	157.64
29 Oct 13	014573	CHQ		27.36 ✓	237.64
29 Oct 13	CARDNET 504784455 504784455 24/10	BGC	15.00 ✓		265.00
28 Oct 13	FROM30966107033557	TFR	353.72 ✓		250.00
28 Oct 13	VEOLIA ES UK 08482301-052	DD		303.12 ✓	-103.72
28 Oct 13	EDENSPRINGS 00/00103282	DD		30.60 ✓	199.40
28 Oct 13	014568	CHQ		20.00 ✓	230.00
25 Oct 13	FROM30966107033557	TFR	666.92		250.00
25 Oct 13	014553	CHQ		352.80	-416.92
25 Oct 13	014547	CHQ		216.00	-64.12
25 Oct 13	FOCUS 4 U LTD FC6669	DD		98.12	151.88
23 Oct 13	FROM30966107033557	TFR	710.00		250.00
23 Oct 13	014565	CHQ		650.00	-460.00
23 Oct 13	014567	CHQ		60.00	190.00

Date	Description	Type	In (£)	Out (£)	Balance (£)
31 Oct 13	FROM30966107033557	TFR	14232.62✓		250.00
31 Oct 13	014580	CHQ		13849.07✓	-13982.62
31 Oct 13	014582	CHQ✓		336.00✓	-133.55

Key to abbreviations

BGC	Bank giro credit	FPC	Faster Payment charge	STK	Stocks/Shares
BNS	Bonus	FPI	Faster Payment incoming	TD	Dep Term Dec
BP	BillPayment	FPO	Faster Payment outgoing	TDG	Term Deposit Gross Interest
CHG	Charge	IB	Internet Banking	TDI	Dep Term Inc
CHQ	Cheque	INT	Interest	TDN	Term Deposit Net Interest
COM	Commission	LTB	Transfer	TFR	Transfer
COR	Correction	MTG	Mortgage	UT	Unit Trust
CPT	Cashpoint	NS	National Savings Dividend	SDC	Sepa (Single European Payments Area) Direct Debit Collection
CSH	Cash	NSC	National Savings Certificates	SCR	Sepa (Single European Payments Area) Collection Reversed
CSQ	Cash/Cheque	OTH	Other	SDD	Sepa (Single European Payments Area) Direct Debit Collection
DD	Direct Debit	PAY	Payment	SDR	Sepa (Single European Payments Area) Direct Debit Reversed
DEP	Deposit	PP	Pending payment	SUR	Excess Reject
EFT	EFTPOS (electronic funds transfer at point of sale)	PSB	Premium Savings Bonds		
EUR	Euro Cheque	PSV	Paysave		
FE	Foreign Exchange	SAL	Salary		
FEE	Fixed Service Charge	SPB	Cashpoint		
		SO	Standing Order		

Bank Reconciliation Statement as at: 31/10/2013 for Cash Book 2 30 DAY NOTICE ACCOUNT

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Lloyds TSB	31/10/2013	0	104,389.33
			<u>104,389.33</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
			0.00
			<u>104,389.33</u>
<u>Receipts not Banked/Cleared (Plus)</u>			0.00
			<u>104,389.33</u>
		Balance per Cash Book is :-	104,389.33
		Difference is :-	0.00



Bus 30 Day Notice Statement

Printed: 07 November 2013

Petersfield Town Council Sort code 30-96-61 Account number 07033557

 Town Hall
 Petersfield
 Hampshire
 GU31 4EA

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 Monday to Friday, 7:00am - 8:00pm; Saturday, 9:00am - 2:00pm (, from outside the UK). Or Textphone .

Date	Description	Type	In (£)	Out (£)	Balance (£)
07 Nov 13	HAMPSHIRE COUNTY C 1000 9703574208 K	BGC	117.60		102842.46
07 Nov 13	SDNPA SD000518	BGC	100.00		102724.86
06 Nov 13	TO 30966100239842	TFR		122.04	102624.86
06 Nov 13	CULLEN S M CP 813394 37114126879636000N	FPI	210.01		102746.90
06 Nov 13	LR FITNE LTD SW CU RP4679966242778900	FPI	1025.00		102536.89
05 Nov 13	TO 30966100239842	TFR		1102.17	101511.89
05 Nov 13	500323	DEP	1269.33		102614.06
04 Nov 13	TO 30966100239842	TFR		2364.86	101344.73
01 Nov 13	TO 30966100239842	TFR		1229.74	103709.59
01 Nov 13	FOUN F R + R I T FRRME OFFICE RENT RP4670763219358400	FPI	550.00		104939.33
31 Oct 13	TO 30966100239842	TFR		14232.62/	104389.33
31 Oct 13	P L MATTHEWS T/A T S12862	TFR	9900.00/		118621.95
31 Oct 13	500322	DEP	1420.71/		108721.95
30 Oct 13	PETERSFIELD TOWN C 309661 00239842	TFR		2750.00/	107301.24
30 Oct 13	BOULTER MOSSMAN LI BOULTER MOSSMAN	BGC	1971.13/		110051.24
29 Oct 13	TO 30966100239842	TFR		10883.30/	108080.11
29 Oct 13	COACHING4TENNIS LI COACHING4TENNIS	TFR	76.30/		118963.41
28 Oct 13	TO 30966100239842	TFR		353.72/	118887.11
28 Oct 13	PS FINANCIAL ADV PS FINANCIAL ADV RP4652384006570700	FPI	1050.00/		119240.83
25 Oct 13	TO 30966100239842	TFR		666.92	118190.83
25 Oct 13	SUTTON WINSN GEN NO REF RP4673363294846900	FPI	1217.70		118857.75

Date: 07/11/2013

Petersfield Town Council

Page No: 1

Time: 11:28

User : CLW

Bank Reconciliation Statement as at: 31/10/2013 for Cash Book 3 Cambridge and Counties

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Cambridge and Counties	31/10/2013	0	551,000.00
			<u>551,000.00</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
			0.00
			<u>551,000.00</u>
<u>Receipts not Banked/Cleared (Plus)</u>			0.00
			<u>551,000.00</u>
		Balance per Cash Book is :-	551,000.00
		Difference is :-	0.00

Bank Reconciliation Statement as at: 31/10/2013 for Cash Book 6 Clydesdale Term Deposit

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
Clydesdale Term Deposit	31/10/2013	0	207,457.90
			<u>207,457.90</u>
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
			0.00
			<u>207,457.90</u>
<u>Receipts not Banked/Cleared (Plus)</u>			0.00
			<u>207,457.90</u>
		Balance per Cash Book is :-	207,457.90
		Difference is :-	0.00

PETERSFIELD TOWN COUNCIL
THE TOWN HALL
HEATH ROAD
PETERSFIELD GU31 4EA

0000000000



Dear PETERSFIELD TOWN COUNCIL

Certificate of Term Deposit

Account Number: 00640220030450
Sort Code: 826402
Commencement Date: 02/04/2013
Maturity Date: 30/10/2014

Sum Deposited: £207457.90
Interest Rate: 1.45% Gross

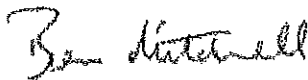
Thank you for renewing your Term Deposit with Clydesdale Bank, the details of your new Term Deposit are above. Please keep this letter in a safe place as it provides details and proof of your investment.

We will contact you prior to your next maturity date in order to identify what you would like to do with your maturing funds.

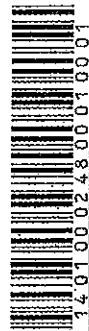
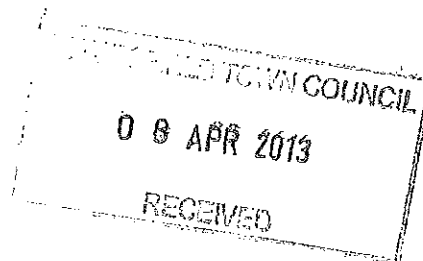
If you have any queries in the meantime or wish to discuss our other Clydesdale Bank products please call into your local branch or contact your relationship manager, or, if your original Term Deposit was purchased via either our telephone or internet channel, contact us on 0800 012 1111.

Up to date details of all our products and rates can be found at www.cbonline.co.uk

Yours sincerely



Ben Mitchell
Senior Savings Product Manager
Product Solutions



Bank Reconciliation Statement as at: 31/10/2013 for Cash Book 7 The Public Sector Fund

<u>Bank Statement Account Name (s)</u>	<u>Statement Date</u>	<u>Page No</u>	<u>Balances</u>
The Public Sector Fund	31/10/2013	0	50,030.59
			<hr/> 50,030.59
<u>Unpresented Cheques (Minus)</u>		<u>Amount</u>	
			<hr/> 0.00
			50,030.59
<u>Receipts not Banked/Cleared (Plus)</u>			<hr/> 0.00
			50,030.59
		Balance per Cash Book is :-	50,030.59
		Difference is :-	0.00

STATEMENT

Mr N R Hitch
24 Heath Road
PETERSFIELD
Hampshire
GU31 4EA
UK

CLIENT: PETERSFIELD TOWN COUNCIL
ACCOUNT NAME: PETERSFIELD TOWN COUNCIL
ACCOUNT NUMBER: 0663190001PC

Statement at 30 September 2013

Date	Description	Value of shares sold £	Value of shares bought £	Balance of shares held £	Share Class
01/07/13	Brought Forward			50,000.00	
01/07/13	Dividend reinvested		1.44	50,001.44	
01/08/13	Dividend reinvested		15.61	50,017.05	
02/09/13	Dividend reinvested		13.54	50,030.59	
30/09/13	Carried Forward			50,030.59	



Statement of Dividends declared during the quarter to 30 September 2013

For Month Ended	Receiving Account	Amount Paid £
01-07-13	Dividend reinvested	1.44
01-08-13	Dividend reinvested	15.61
02-09-13	Dividend reinvested	13.54