

**MINUTES OF KERSEY PARISH COUNCIL ORDINARY MEETING HELD ON
MONDAY 16 NOVEMBER 2015 IN KERSEY VILLAGE HALL AT 7.30 PM**

PRESENT

John Hume – Chair, John Maltby, Veronica Partridge, Yvonne Martin, Iqbal Alam, and Ian Fidell. Giles Hollingworth (arrived late), 9 members of the public and the Clerk – Sarah Partridge. Jenny Antill attended for part of the meeting.

133/15 APOLOGIES were received and accepted from Giles Hollingworth who then arrived during the meeting. Alan Ferguson sent his apologies.

134/15 ACCEPT MEMBERS' DECLARATIONS OF INTEREST - None

135/15 CONSIDER ANY DISPENSATION REQUESTS FOR PECUNIARY INTERESTS RECEIVED FROM COUNCILLORS – None received

136/15 REPORTS -*The meeting was adjourned to receive reports.*

a) **Police** – No report

b) **Suffolk County Councillor** – Jenny Antill gave her report and answered questions from the floor; her report is appended to these minutes. *Jenny then gave her apologies and left the meeting.*

c) **Babergh District Councillor** – Alan Ferguson had sent a report which was read by the Clerk, copy appended.

The meeting was reconvened.

137/15 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 26 October 2015 were signed and dated as being correct.

138/15 CLERK'S REPORT

Following agreement at the last meeting the Clerk had purchased a laptop, keyboard and software at a total cost of £429.18 plus VAT. A protective laptop sleeve and a mouse were purchased separately at a cost of £13.38. The Clerk had been in contact with the police about the poor parking on junctions and roads around the school. The police have been proactive in monitoring the situation and have issued a parking ticket for dangerous parking. They have also sent a letter to all school parents reminding them of road safety and asking for considerate parking. Another article should be going in the Kersey newsletter. As far as the parking in the rest of the village is concerned there are no signs or lines giving the police any power to give out tickets, depending on how/where vehicles are parked on the pavement or road, depends if they fall into the category of 'Unnecessary Obstruction' when a fixed penalty ticket could be issued. The Clerk had also spoken to the Chair of Governors at the school who will discuss the problem of parking but he hoped parents would be more considerate, particularly after the letter from the police. He did also ask for residents to have a little patience about the busy traffic at 9am and 3pm, it is a consequence of having a thriving and popular school. A number of potholes which had been reported to SCC highways have now been filled, and the jet patcher has carried out some road repairs in the parish. Highways have looked again at the wet pavement outside 2 Church Hill Cottages, they plan to dig up the existing pipe and fit a cast iron drain which should resolve the problem. The Clerk contacted highways about the poor visibility when leaving Kersey at the A1141 crossroads, highways will look to see if the shrubby vegetation can be cut back to improve visibility.

139/15 CORRESPONDENCE

All correspondence for the Parish Council had been circulated to Councillors. Items of note were:

a) Suffolk Constabulary - a review of local policing in Suffolk is underway to enable the Constabulary to achieve savings required by government and to ensure that resources are effectively deployed to meet our changing threat, harm and risk. This may mean that local police officers no longer attend

Parish Council meetings, however the local Safer Neighbourhood Team are very good at responding to emails. There are also area public meetings where police are present to discuss policing matters.

b) The Suffolk Public Sector Leaders Group is calling on landowners and other interested parties to suggest sites that could be used for Short Stay Stopping Sites for the Gypsy and Traveller community. The 'Call for Sites' aims to identify land on which to locate three Short Stay Stopping Sites for the Gypsy and Traveller community. The county currently does not have any sites of this type. Areas identified where sites are needed does not include any land in Kersey.

c) Suffolk Fire and Rescue Service consultation has recently opened; all residents can respond to this consultation.

d) In recent months the Parish Council has received a number of requests for charitable donations from organisations such as the East Anglian Air Ambulance, Suffolk Accident Rescue Service, Headway – a head injury charity in Suffolk. The Parish Council has not given to charity for a number of years, Councillors agreed to discuss this when considering the budget so the Clerk can respond to charities appropriately.

140/15 FINANCE

A copy of the accounts to date and a financial statement, showing bank balances and expenditure for approval were tabled by the Clerk; these are appended to the minutes. Payments were all approved. Councillors then reviewed actual spending against the budget, which shows that excluding agreed spending from reserves the Council should be within budget at the end of the year. The budget sheet is appended to the minutes. Since Giles Hollingworth, who is the nominated Councillor who monitors Council finances, was not present at the meeting at this point confirmation that bank reconciliations have been verified will be made at the next ordinary meeting.

As agreed at the last meeting the Transparency Fund application was completed following the purchase of the laptop and this application was submitted to SALC on 3 November 2015, copy appended.

141/15 TO CONFIRM DATE OF INTERIM INTERNAL AUDIT

Natalie Blyth our Internal Auditor carried out an interim internal audit on 2 November and everything was found to be in order, her report was circulated to Councillors.

142/15 PLANNING APPLICATIONS

Regarding the query raised about the colour of roof tiles and bricks at Little Manor, Church Hill a planning enforcement officer from Babergh has investigated our concerns. The officer confirmed that it is his opinion that the works, as far as they have been completed, have been undertaken in accordance with the particulars of the permission. The tiles on the extension, the wall at the front of the property, the colour of the render, and the colour of the weatherboarding on the outbuilding, are all correct and in accordance with the approved details. The officer also noted the Parish Council's comment that there was little point in having conditions attached to permission if these were not enforced. He said that clearly, the Council expects those developers who are granted planning permission to adhere to the terms and conditions applied to their consent. Officers at Babergh will do their best to assess compliance with conditions where development is subject to a complaint. Councillors discussed this response which they are not happy with, it was agreed that a further letter should be sent to the planning department expressing concern that the Babergh Planning department does not seem to have the resources to monitor and enforce planning conditions effectively. John Hume will draft a response which will be circulated to all Councillors for comments before the Clerk sends the letter to Babergh.

B/15/01418 Woodbine Cottage, Church Hill - Erection of rear garden fence. Councillors had made a site visit. *The meeting was adjourned to hear from members of the public.* There were no comments. *The meeting was reconvened.* Councillors looked at the documentation and discussed the application. There was one point raised regarding the possible dispute as to the exact line of the boundary between the neighbouring properties, which may affect the erection of the fence. It was agreed that this was not

a matter for the Parish Council. Councillors agreed to fully support the erection of the rear garden fence.

B/15/01465 Kersey Mill, Hadleigh Road – Erection of two-storey detached building to provide 5 commercial units and 3 overnight accommodation units (to serve wedding venue). Councillors had made a site visit. *The meeting was adjourned to hear from the applicant and members of the public.* The applicant said that currently there are 11 tenants running different businesses at the Mill complex, with low rents they are good start up units and he already has interest from 3 potential tenants for the proposed units. This will help the sustainability of the Mill complex and good employment opportunities. They have been through 8 months of preplanning advice and consultation and Babergh are supportive of the proposals. It is their intention that this will be the last building to be erected on the Mill site. The proposed building has been designed to blend with existing buildings and is on the site of an old builder's yard.

Giles Hollingworth joined the meeting. There were no other comments *The meeting was reconvened.* Councillors looked at the plans and documentation relating to this application and discussed the proposal. A question was asked about the flood risk. The applicant confirmed that an assessment will be carried out but there had not been any flooding on the site of any of the existing buildings including the site of the proposed development. It was agreed that this development would support and enhance the existing local businesses and would meet an identified need to support the wedding venue. It will also provide local employment opportunities. Councillors agreed to fully support the application. The Parish Council has recently received planning application B/15/01196 Land to the rear of 1-6 The Street for the erection of 6 two storey dwellings. An extraordinary meeting of the Parish Council will be held to consider this application. It is an important application for Kersey since it is the biggest development proposal for the centre of Kersey for many years. The date of the meeting will be advertised on the noticeboards and on the Kersey website, as usual all residents will be welcomed to attend this meeting so they can make their views known. *(Note: following this meeting a date was agreed for the Extraordinary Parish Council meeting - Monday 7 December 2015 at 7.30 in Kersey village hall.)*

143/15 KCPC WORKING GROUP

Jonathan Marsh had sent a report - Little has changed since my last report. Annual RoSPA safety inspection completed in September and report received and circulated to all councillors. KCPC working group are already aware of the few items noted by the inspector which need action. It is still the intention to professionally renovate the bark area around the swings. The playground is being put to bed for the winter with a maintenance day in November. There is little evidence that the exercise equipment gets much use, but it remains available. The quiz night held on the 13 November was well attended with 16 teams. The working group are very grateful for Bryn Hurren agreeing to be quiz master and Linda Newbigging the scorer. The mower will go for a service after the last cut of the year. We are still looking for volunteers for the grass mowing rota but may have found someone to join the working group after an appeal at the quiz night.

144/15 FOOTPATH WORKING GROUP

John Maltby reported that he had starting giving paths a final cut before the winter and he hoped the usual volunteers would be in contact with him shortly to cut their allocated paths. The mower is running well. The number of volunteers was discussed, it would help to keep paths cleared if a few more volunteers came forward, particularly for paths in the Wickerstreet Green area. The Chairman thanked the volunteers for the work they do to keep paths in Kersey in good walking condition.

145/15 TO RECEIVE AN UPDATE ON THE POSSIBILITY OF REMOVING ONE OF THE TELEGRAPH POLES NEAR THE SPLASH

John Hume had had a long exchange of emails with BT and Openreach. They have agreed that a street light can be attached to their new pole. The SCC street lighting team have said that since the existing street light is very old it will not be possible to move it to the new pole. They have suggested a new energy efficient LED lantern is erected which will be guaranteed for 25 years. The lantern will cost

£499.78, unfortunately there are other associated costs with moving the power supply, bracket and connection. The total cost to remove the old street light, move the power supply, supply erect and connect the new LED street light is £1530.32. John Hume is still discussing this with BT and Openreach to see if they are able to help with the costs of this from a community fund.

146/15 TO DISCUSS THE RESULTS OF THE RECENT PARISH CONSULTATION RELATED TO ROAD SAFETY IN THE VILLAGE, SPEED LIMITS AND PEDESTRIAN ROUTES

Following the recent parish consultation, the Clerk had analysed the results.

In total 69 responses were received (forms were delivered to all households in Kersey - approx. 200, some households gave a response from each member).

Question asked: The Parish Council recently discussed the idea of reducing the existing 30 mph speed limit from Mill Lane, Vale Lane, Hall Road and The Row (near Bildeston Road) through the village to 20mph. Are you in favour? Yes No

43 Yes

25 No

1 No preference

Included in the above figures:

1 person said yes to 20 mph but other traffic calming measures would need to be taken to enforce the slower speed limit ie speed bumps.

3 people said yes to 20mph but no to more signage

2 people said no to 20 mph because it was not worth the expense.

No knowledge of any accidents in The Street/Church Hill, parked cars provide natural traffic calming, to have speed bumps would mean more signage, which would not be good.

Breakdown by location of respondents:

Location of respondent	Yes to 20mph	No to 20 mph
Central Village	23	7
Vale Lane	8	2
Outlying Kersey	4	11
No address given	8	5
Total	43	25

Councillors discussed these results, it was commented that there had been 1 serious accident on Church Hill in recent years and there is often mention of near misses. The results show that the majority of respondents wished for a 20 mph speed limit. Councillors supported this view. The Clerk has been given an initial indication of costs for this change. SCC would need to check that the location meets their criteria, carry out surveys and design work and apply for a new traffic order before any change could be agreed. The total cost to change would be between £5,000 and £10,000. The Clerk was asked to contact SCC highways and Jenny Antill to find out what financial support there may be for such a scheme.

Question asked: The Parish Council is working on a scheme to create a safe pedestrian route from Vale Lane around the corner at the top of Mill Lane and then down past the school and church into the village. Part of this route is down the steep, sometimes slippery/muddy, footpath beside the church wall from the lych gate to the village sign. The proposal is for a stepped path (each step would be 10 feet long with a 5-inch rise) To be in keeping with the Conservation Area the path would be made to look similar to the existing car parking area next to the school and church.

Are you in favour of the Parish Council progressing this scheme? Yes No

14 Yes

39 No

1 no answer

Also:

2 people said yes but wanted the stepped section to be a sloping grass path with plastic grid laid over the grass to give grip and stability.

1 person said yes but the steps should be made of rammed earth and then grassed.

12 people said no to the steps part of the proposal but for the PC to continue to find a safe pedestrian route from Vale Lane around the corner at the top of Mill Lane.

Following a campaign by a resident to 'keep the path green'

2 responses were received via email from residents to 'keep the path green'.

3 former residents emailed to ask to 'keep the path green'.

Other comments:

1 person would support a footway beside the road up Cherry Hill

There have never been any reported accidents on the sloping grass path, a fall on hard steps would have more serious consequences.

The path is visible from many parts of the conservation area, the proposed tarmac/shingle surface is not appropriate in a conservation area, the current carpark is acceptable because it is surrounded by hedges/walls/trees and is in a discrete location and not visible from any distance.

Concern about the cost of such a project and on-going maintenance.

Concerns about visual impact of proposed stepped path.

The section of road from Vale Lane around the corner at the top of Mill Lane is very dangerous for pedestrians and there is a real risk of serious injury or death, therefore far more important than the stepped path.

Vale Lane section more important as there is no alternative for pedestrians from Vale Lane and the triangle which is used for parking for school and Church events.

Many comments stating, 'We already have the Church steps'.

Suggestion to link the name of a safe pedestrian path from Vale Lane to the Church after the landowner's family then the landowner may be willing to give up some land for it.

Councillors discussed these results it was agreed that the footpath up the hill beside the Church Wall from the village sign to the lych gate should be left as it is, there would be no Jubilee Steps. However, it was agreed that there was still a need to find a safe pedestrian route around the corner from Church Walk around the top of Mill Lane to Vale Lane. It was agreed to set up a working group to work on this project, hopefully with residents of Vale Lane and other areas of the village. Giles Hollingworth, John Maltby and Yvonne Martin all agreed to be on the working group, Andrew Hazel also offered to join them. It was agreed that the money which was being held for the Jubilee Steps would be kept separately and may be put towards this footpath link for Vale Lane. John Hume will talk to Rosanna who had held a swing dance with the profits being put in this fund.

147/15 TO DISCUSS THE RECENT PARISH CONSULTATION RESULTS ABOUT THE TELEPHONE KIOSK AND THE POSSIBILITY OF THE PARISH COUNCIL ADOPTING THE TELEPHONE KIOSK

The Clerk has analysed the results of this consultation:

Question asked: Since virtually everyone in the Parish has a telephone and most people also have a mobile telephone the public telephone in the red kiosk is no longer used. The Parish Council has been considering alternative uses. Please let us know if you have any ideas for alternative uses of the kiosk.

Responses:

16 would like it removed (comments - We have to move with the times, enough heritage to see in Kersey already)

8 book exchange

5 Tourist information display

4 housing a defibrillator

2 all the above ideas

In addition, if the kiosk was moved to near The Splash

3 defibrillator

1 book exchange or tourist info or charity food parcel point

Other comments:

Since it is not in a central location it lessens it's use for a defibrillator or book exchange.

Already have books in the church and the kiosk would be damp.

Plenty of older heritage assets in Kersey.

Additional question asked: If a suitable alternative use can be found, would you be interested in taking on the cleaning and maintenance of the kiosk?

14 people were willing to help clean and maintain kiosk, including 1 offer to paint inside and out if materials are supplied.

Councillors discussed these results, Councillors felt the best idea put forward was for the kiosk to house a defibrillator as local ambulance response times can be slow and in heart attack situations time is vital. There are already books at the Church. One suggestion put forward at the meeting was that the kiosk could house a defibrillator as well as tourist and local business information. Iqbal Alam would look into the cost of a defibrillator and associated training so residents would know how to use the device, may be there could be some local fundraising to help with the purchase costs.

Other comments made by respondents not related to consultation questions:

When will the mobile phone signal be improved?

Would like plastic grit bins, clad in feather edged oak, installed at each end of the village – near The pump and the village sign.

The footbridge over The Splash is unattractive and should be replaced by something more attractive using any funds which were allocated to Jubilee Steps.

Tourist information should be displayed on the noticeboard by The Splash – A nice map with references to The church, monastery, chapel, Kersey cloth and other historical facts and tourist info.

The Chairman thanked all those who has responded, their input into guiding Parish Council decisions was useful. However, he felt that the low number of responses was rather disappointing.

148/15 NEIGHBOURHOOD PLAN - TO CONSIDER CREATION AND IMPLEMENTATION OF A PLAN FOR KERSEY

Neighbourhood Plans were introduced following the Localism Act in 2011. A Neighbourhood Plan provides the opportunity for communities to set out a positive vision for how they want their community to develop over the next ten, fifteen, twenty years in ways that meet identified local need and make sense for local people. They give local people a say over where new homes, shops and offices will be built and what they will look like. They give more power to Parish Council's to direct development in the parish and become a material consideration when planning applications are decided, but to produce a Neighbourhood Plan involves a considerable amount of work, much, much more than producing a Parish Plan. John Hume has spoken to a Lavenham Councillor, they are in the process of producing a Neighbourhood Plan, he would be happy to come and talk to us if we decide to go ahead with a plan. He suggested that it may be possible for smaller parishes to link together to create a Neighbourhood Plan but it is still a large task. Lavenham is a much larger parish with more development opportunities than Kersey but it may still be worthwhile completing one for Kersey if we can get support from residents to put it together. John Hume was a little concerned that there would not be enough community interest to develop a plan, following the poor response from the recent parish consultation. Producing a Neighbourhood Plan should have complete community involvement. It was agreed John Hume and Iqbal Alam would investigate the benefits to Kersey, the cost of producing a plan and the work involved and report back to the Council.

149/15 AGREE DATES FOR ORDINARY PARISH COUNCIL MEETINGS FOR 2016

The following dates were agreed for Ordinary Parish Council meetings in 2016. They are all on a Monday evening at 7.30pm in the village hall. If additional meetings are needed because there is something which needs discussing before the next ordinary meeting, then an extraordinary meeting will be called.

25 January	Parish Council
7 March	Parish Council
11 April	Annual Parish Meeting + short Parish Council
9 May	Parish Council Annual Meeting
11 July	Parish Council
12 September	Parish Council
14 November	Parish Council

150/15 BUDGET AND PRECEPT 2016/2017 - DISCUSS BUDGET AND SET PROVISIONAL PRECEPT

Councillors all had a copy of the working budget, the various headings were discussed and figures agreed. Councillors considered re-joining the Suffolk Preservation Society but decided that from previous experience there was no benefit to the Council being a member. Councillors also discussed giving money to charities, it was agreed that it should be up to individuals to decide whether to give to charity and it was not for the Parish Council to place an additional burden on council tax payers with charitable giving. The Clerk said she had looked at any expected future changes to the budget over the coming years but was not aware of any additions except for the usual inflation related increases. Earmarked reserves were discussed but at this stage in the year it is difficult to assess what reserves will be at the end of the year as there are several potential projects which may draw on reserves depending on the decisions made in the next few months.

Admin	£734.00
Clerks Salary	£3,920.00
Training/External Meetings	£250.00
Street Lighting	£210.00
CAS Suffolk Insurance	£480.00
Glebe Insurance	£50.00
Hedge Cut - The Glebe	£83.00
Playground Safety Inspection	£85.00
Dog Litter Bin emptying charge	£44.00
St Mary's Church	£400.00
Chairman's Allowance	£0.00
Election costs	£25.00
Church Walk future maintenance	£130.00
Footpath Map printing reserve	£75.00
Contingencies:	£300.00
Tax base fluctuation allowance	
	£6,786.00

The total budget agreed at this stage is £6786, this will be reviewed at the meeting in January when the new tax base figure should be available from Babergh so the Council can calculate the precept for a band D property. The agreed budget does not have any funding for additional projects which the Parish Council are currently discussing, such as producing a Neighbourhood Plan or road safety measures.

151/15 TRAINING

LCPAS will be delivering a whole council planning training session on Monday 23 November at 6.30pm in the village hall. The Clerk attended a useful Accounts and Financial Regulations training session in September which included advice regarding the Transparency Code.

152/15 REPORTS FROM MEETINGS

The Chair and Clerk attended the Babergh Parish Liaison meeting on 3 November. The meeting began with an overview of the challenge set by Government to create growth in the economy and increase the supply of housing. Working with local communities, developers and local authority providers Babergh needs to form the right housing strategy so they can deliver the right type and form of housing in the right locations to meet local needs. Babergh along with the rest of the country has only been delivering about 50% of the target number of properties. Babergh is also working with all tiers of government in Suffolk to improve infrastructure to support the growth in housing and business. Other topics discussed were Strategic housing and assessing housing needs and gypsy and traveller short stay site consultation. Officers also confirmed that in future Government funding to Babergh will all be linked to targets such as the New Homes Bonus, there will be no handouts. During the discussion workshops at the meeting other Councils mentioned their concerns about staffing in the planning department and poor infrastructure when new developments are constructed. It was questioned whether the district is a dormitory or whether new local employment can be created. A very useful data set on housing and population was distributed at the meeting, a copy was given to all Councillors and the presentations will be circulated to all Councillors via email.

153/15 FORTHCOMING MEETINGS

30 November SALC/Babergh Area meeting, John Maltby will attend.

154/15 ANY OTHER BUSINESS - None

The meeting was adjourned for 'Parish Time'

A question was raised about the number of responses to the recent parish consultation.

It was commented that producing a Neighbourhood Plan is a good opportunity for the community to get involved.

The meeting was reconvened.

There being no further business the meeting closed at 10.05 pm.

Appended to these minutes are 7 sheets:

- SCC report from Jenny Antill
- Babergh report from Alan Ferguson
- Kersey Parish Council Receipts and Payments to date (2 sheets)
- Kersey Parish Council Finance sheet for 16 November 2015
- Kersey Parish Council budget comparison to 31 March 2016 & budget for 2016/17
- Completed Transparency Fund Application Form

Report to Kersey Parish Council, 19th November 2015

Devolution

In September Suffolk leaders sent an expression of interest to the Government hoping that the county would be an early participant in any devolution proposals. It rapidly became clear that Suffolk's aspirations did not exactly chime with those of the Government. The Government it seems was unwilling to entertain any devolution solution from Suffolk that does not involve Norfolk and therefore we were obliged rapidly to go back to the drawing board. A group of Norfolk and Suffolk leaders met Government with its jointly developed devolution ideas on 4th November. The focus was very much on the promotion of economic growth in the region. The response from Government was favourable and now we have to work up a more formal bid for consideration. If we are among the areas selected to take devolution forward at this stage then there will be a quite extensive period while the structure of the new ways of operating are worked through. Apparently this could take months, if not years, to complete. Four layers of local government are not inconceivable. If you are interested in more detail on this matter there is quite a lot of information on the Babergh website.

Education.

Following on from the improved GCSE and SATs results that I reported on last time, there has been further confirmation that our schools are moving in the right direction.

The Suffolk County Council risk rating process identifies good practice in schools, and also those schools that would benefit from support. In 2015 some 11% more schools have achieved a positive rating. There has also been a significant fall in the number of schools that are identified as potentially needing support. There is also good news on the Ofsted front. Four Suffolk schools that were previously rated as "Requiring Improvement" have now been assessed as "Good" following Ofsted inspections earlier this year. This included St Mary's Church of England Primary School in Hadleigh.

Suffolk County Council is continuing to take an active part in the Fairer funding campaign which aims to get a better level of central government funding for our schools. At present we receive around £2000 per pupil less than some other authorities for largely historical reasons. There is now a commitment from the Prime Minister and the Education Secretary to consider how a fairer system can be introduced.

Review of the future of the Fire Service in Suffolk.

This was considered and approved by the Cabinet last week and the consultation will commence on 16th November. Information with regard to how to participate is available on the consultation page of the SCC website. I have forwarded a fact sheet which summarises the situation in detail.

The review is taking place in the light of funding constraints at the council, and also a 30% fall in the number of 999 calls in the last 10 years. The general approach is improving the availability of on call firefighters, greater collaboration with blue light and other partners and a service re-design to reflect falling call volumes.

Kersey

All has been quiet from the village from my perspective over the past two months.

I hope that councillors will enjoy a very happy Christmas season and a prosperous and healthy 2016.

Jenny Antill

November 2015

REPORT FOR KERSEY PARISH COUNCIL MEETING – MONDAY 16th NOVEMBER 2015

ALAN FERGUSON (DISTRICT COUNCILLOR FOR SOUTH COSFORD)

Introduction

I apologise for being unable to join you this evening but I am in North Wales at my brother in law's funeral. I return to Suffolk on 17th November.

On a personal note, you may be interested to know that on 14th November 15 I was elected to the position of Chairman of the Babergh Conservative Group of 31 District Councillors. It means that I will now chair the meetings of the Conservative Group when we discuss strategy and forward plans. It will be an interesting challenge.

The Interesting Updates

1. Devolution:

As expected, Devolution of power from London to Norfolk and Suffolk remains the Number 1 issue for the Council. This time I am able to attach a copy of the actual proposal document that was submitted to Lord Heseltine as part of the combined Norfolk and Suffolk bid for devolution. The signs are promising but we are still in the early day territory. If we are successful, then the real work will start.

2. Grants to Council House Tenants

Although it may be academic for most of our residents you should be aware that grants of £20,000 are available NOW to tenants who wish to move from Council owned property on to the private housing property ladder. 20 grants in total are available, 10 for Babergh and 10 for Mid Suffolk. As yet only one has been secured by a Babergh tenant. The opportunity is there to be taken.

3. Council Houses

Babergh has made good progress recently in its determination to provide additional Council Houses. 12 x 1 bedroom flats have been built in Lavenham and 15 houses (2 & 3 bedroomed) have been built in Glemsford. Clearly there is much more to be done.

4. Planning Applications

I need hardly remind you that planning continues to be a very contentious issue. As you are aware, the application to build 6 cottages is now "live" and I will continue to track the application closely. I would be grateful if you would let me know when the Parish Council intends to discuss the application as I would like to attend that meeting as a fly on the wall. I only ask you continue to understand that until we have all the information on the table for this application, I must retain a neutral stance on their suitability for Kersey.

The Future

Much going on. Please watch this space!

Alan Ferguson

KERSEY PARISH COUNCIL
1 April 2015- 31 March 2016

Printed on 06/11/2015

PAYMENTS

Date	Cheque No	Detail	General Admin	Clerks Salary	Training/ external meetings	Street Lighting	KCPC	Footpath	Jubilee Steps	S137	Other Payments	VAT	Total Payments	Sub total
11-May-15	101050	c SALC - Annual Subscription	£ 162.00										£ 162.00	
11-May-15	101051	c Community Action Suffolk subs	£ 30.00										£ 30.00	£ 192.00
13-Jul-15	101052	c Babergh DC - election costs									£ 87.50		£ 87.50	
13-Jul-15	101053	c SALC- Clerk networking/training			£ 15.00							£ 3.00	£ 18.00	
13-Jul-15	101054	c BDO - Audit Fee	£ 100.00									£ 20.00	£ 120.00	
13-Jul-15	101055	c S Partridge - Clerk's salary		£ 961.87									£ 961.87	
13-Jul-15	101056	c S Partridge - home working exp	£ 39.00										£ 39.00	
13-Jul-15	101057	c S Partridge - Clerk's exp			£ 18.44								£ 18.44	
13-Jul-15	101058	c Kersey Playing Field Assoc									£ 37.77		£ 37.77	£ 1,474.58
10-Aug-15	101059	c LCPAS - Training			£ 110.00								£ 110.00	£ 1,584.58
14-Sep-15	101060	c S Partridge - Clerk's salary		£ 960.73									£ 960.73	
14-Sep-15	101061	c S Partridge - home working exp	£ 39.00										£ 39.00	
14-Sep-15	101062	c S Partridge - Clerk's exp	£ 10.65		£ 1.70							£ 2.13	£ 14.48	
14-Sep-15	101063	c Pertwee Estates - KCPC exp					£ 21.50					£ 4.30	£ 25.80	
14-Sep-15	101064	c Kersey Village Hall - hire	£ 30.00		£ 5.00								£ 35.00	
14-Sep-15	101065	c SCC - Footpath map reprint									£ 136.50		£ 136.50	£ 2,796.09
30-Sep-15	101066	c Business Services at CAS Ltd									£ 465.24		£ 465.24	
2-Oct-15	101067	MR Sargeant - Glebe hedgecut									£ 75.00	£ 15.00	£ 90.00	
2-Oct-15	101068	M Pertwee - KCPC Expenses					£ 4.17					£ 0.83	£ 5.00	
6-Oct-15	101069	Playsafety Ltd - RoSPA									£ 80.00	£ 16.00	£ 96.00	£ 3,452.33
													£ -	
			£ 410.65	£ 1,922.60	£ 150.14	£ -	£ 25.67	£ -	£ -	£ -	£ 882.01	£ 61.26	£ 3,452.33	

BUDGET	Detail	General Admin	Clerks Salary	Training/ external meetings	Street Lighting	KCPC	Footpath	Jubilee Steps	S137	Other Payments
	Precept - total £6700	£ 578.00	£ 3,845.00	£ 250.00	£ 210.00					£ 1,817.00
	other					£ 1,547.00	£ 300.00			
	other budget adjustments	<u>£ 100.00</u>		<u>£ 200.00</u>						
		<u>£ 678.00</u>		<u>£ 450.00</u>						

**KERSEY PARISH COUNCIL
FINANCE**

Details for Parish Council Meeting, 16 November 2015

Bank Balances At 31 October 2015

Business Saver Account	£16,498.51
Current Account	£879.66
	<u>£17,378.17</u>

Payments made since the last meeting

	<u>Chq no.</u>		
30-Sep-15	101066	Business Services at CAS Ltd - Insurance	£465.24
2-Oct-15	101067	MR Sargeant - Glebe hedge cut	£90.00
2-Oct-15	101068	M Pertwee - KCPC expenses	£5.00
6-Oct-15	101069	Playsafety Ltd - RoSPA inspection	£96.00
			<u>£656.24</u>

Payments Due

	<u>Chq no.</u>		
	101070	St Marys PCC - ch yard, lights & newsletter	£400.00
	101071	SALC - Finance & Transparency training	£90.00
	101072	S Partridge - Laptop & software	£514.98
	101073	S Partridge - Clerk's expenses	£46.90
	101074	Kersey Village Hall - KCPC Quiz	£40.00
			<u>£1,091.88</u>

Expenditure Agreed

Prepared by the Clerk for Kersey Parish Council

KERSEY PARISH COUNCIL
Budget to 31 Mar 2016 and Precept for 2016/2017

Printed on 23/11/2015

	2015/16	2015/16	2015/16	2015/16	2016/17	
VAT not included in budget figures	Budget/Precept 2015/2016	Actual to 15 Nov 2015	Estimated balance to 31 March 2016	Estimated total to 31 March 2016	Estimated Budget/Precept 2016/2017	Notes:
Post/Tel/Stationery/copier cartridge	£100.00	£10.65	£89.35	£100.00	£135.00	16/17 copier cartridge to be included here
Allow £70.00 for copier cartridge	£35.00		£35.00	£35.00	£0.00	Biannual replacement usually sufficient, put 50% in each year
Clerk's computer/working from home	£156.00	£78.00	£100.00	£178.00	£208.00	£4/week agreed in Oct 15 at appraisal & review
Hall Hire:Parish Council 10 @ £5	£50.00	£20.00	£30.00	£50.00	£50.00	
Annual Parish Meeting @ £10	£10.00	£10.00	£0.00	£10.00	£10.00	
SALC subscription	£162.00	£162.00	£0.00	£162.00	£166.00	16/17 estimate
Community Action Suffolk subs	£30.00	£30.00	£0.00	£30.00	£30.00	
Audit	£0.00	£100.00	£0.00	£100.00	£100.00	14/15 to 16/17 no fee if income/exp below £10,000 15/16 £100 from contingency
ICO Data Protection registration	£35.00		£35.00	£35.00	£35.00	15/16 investigate and clarify need to register
Sub total for Admin	£578.00	£410.65	£289.35	£700.00	£734.00	
Clerks Salary	£3,845.00	£1,922.60	£1,922.40	£3,845.00	£3,920.00	15/16 SCP27 £12.317/hour 16/17 est 2% inc
Training/External Meetings	£250.00	£150.14	£99.86	£250.00	£250.00	Cllr £108 Chair £100 Clerk netwk x2 £20+mileage, others£25? 15/16 + £200 from last yr budget
Street Lighting	£210.00		£210.00	£210.00	£210.00	
CAS Suffolk Insurance	£480.00	£465.24	£0.00	£465.24	£480.00	3 year long term undertaking from Oct 2014
Glebe Insurance	£50.00	£37.77	£0.00	£37.77	£50.00	
Hedge Cut - The Glebe	£83.00	£75.00	£0.00	£75.00	£83.00	
Playground Safety Inspection	£85.00	£80.00	£0.00	£80.00	£85.00	
Dog Litter Bin emptying charge	£43.00		£43.00	£43.00	£44.00	
St Mary's Church	£400.00		£400.00	£400.00	£400.00	15/16 split £245 Churchyd £110 Nletter £45 Clock (last increased Nov 2014)
Chairman's Allowance	£0.00		£0.00	£0.00	£0.00	If there is a surplus at year end charitable donations could be considered
Election costs	£25.00	£25.00	£0.00	£25.00	£25.00	Routine elections every 4 years, election in May 2015 so some reserves used
Church Walk future maintenance	£130.00		£130.00	£130.00	£130.00	
Footpath Map printing reserve	£75.00	£75.00	£0.00	£75.00	£75.00	Build up reserve for reprint £75/year (approx 1,000 maps/yr)
Contingencies:	£300.00		£200.00	£200.00	£300.00	15/16 £100 to audit budget
Tax base fluctuation allowance	£146.00		£146.00	£146.00		Introduced to protect the PC from having to increase council tax due to tax base changes.
	£6,700.00	£3,241.40	£3,440.61	£6,682.01	£6,786.00	In recent years changes to the way tax bases are calculated has impacted council tax with the potential of precept capping it was felt best to keep council tax at the same level
Agreed spending from reserves:						
Election provision reserve		£62.50	£0.00	£62.50		Uncontested election total cost £87.50 (£62.50 from reserve & £25 from current budget
Footpath map printing reserve		£61.50	£0.00	£61.50		Map reprint, received 2,000 maps total cost £136.50 (£61.50 from reserve £75 current budget)
	£6,700.00	£3,365.40	£3,440.61	£6,806.01	£6,786.00	Precept for 2015/16 £6,700 plus a Council Tax Support Grant from Babergh £86.17
						Tax Base 180.31 = £37.16 for a band D property
				Estimated		
				at 31.3.16		
Reserves (Cash at Bank)	As at 1.4.15					
Footpath Working Group	£1,250.43					Precept for 2014/15 £6604 plus a Council Tax support grant from Babergh £129.25
KCPC Working Group (Ring fenced)	£4,025.71					Tax Base 177.72 = £37.16 for a Band D property
Jubilee Steps Working Group	£771.56					
Election provision	£850.00			£787.50		Precept for 2013/14 £6375.00 plus CTax support grant £471
Church Walk Maintenance Fund	£1,170.00					Tax Base 171.55 = £37.16 for a Band D property
Admin photocopier reserve	£0.00					Precept £6,700 rec'd
Footpath Map printing reserve	£100.00			£38.50		Babergh Tax grant £86.17 rec'd
Fixed Asset Reserve	£300.00					VAT repayment £1,003.61
Council Tax Support grant money	£600.25					Bank Interest £5
General Parish Council Reserve	£4,573.84					
	£13,641.79					Total £7794.78
						Precept agreed for 2011/12 £5930
						Tax Base 183.96 = £32.23 for a Band D property
Reserves should be between 3-12 months gross expenditure (£2,250 - £9,000)						

Transparency Fund for Smaller Authorities - Funding Application Form

to be completed in conjunction with the Guidance notes for the Transparency Fund application form

Question	Answer	Already purchased
1. What is the name of the council?	Kersey	
2. Which County Association area is the Council in.	Suffolk	
3. Is the council's turnover less than £25k? (n.b. see Guidance notes for details on turnover)	Yes	
4. Does the council have access to the internet?	Yes	
<i>If the answer is NO - What will it cost to set up an internet connection?</i>		
5. Set up cost		
6. Yearly cost	£52	Yes
7. Does the council currently have access to a computer?	No	
<i>If the answer is NO.</i>		
8. Which computer does the council expect to buy?	ASUS X555LA	Yes
9. Cost - (Excluding VAT)	£345.84	
10. Does the council currently have access to a device capable of scanning?	Yes	
<i>If the answer is NO.</i>		
11. Which scanning device does the council expect to buy?		
12. Cost (Excluding VAT)		
Web presence		
13. Does the council currently have a website or have access to another website to which it can upload the necessary documents?	Yes	
14. If the council is using another organisation's website which involves a cost, please provide details of the cost per annum. (Excluding VAT)		
<i>If the council does not currently have access to a website to which it can upload the documents, please answer the next questions.</i>		
15. Website - Set up costs (Excluding VAT) & Go Live month & year		
16. Website - annual costs (Excluding VAT)		
Training		
17. Is any training needed?	Yes	
<i>If the answer is yes</i>		
18. Description	Clerk - Transparency Code, finance & web design	
19. Cost (Excluding VAT)	£311.35	Yes
Staffing		
Set up costs		
20. Hours	15 hours	
21. Hourly rate (Gross)	£12.317	Yes
Monthly costs - for months up to and including March 2016		
22. Hours	1hr 20 mins/month (16 hours in total)	
23. Hourly rate (Gross)	£12.317	
24. If the council believes it needs to access funding for other items which are not covered by this form, please give concise details of these requirements, the reasons and costs involved here. Please note - if the council chooses to use this box your application may take longer to process and we do not guarantee that we will meet the dates in the attached timetable.		
Total amount requested	£1091.01	
Authorisation		
25. Please confirm that this document has been approved by the council.	Yes at meeting 26 Oct 2015	
Finance Details.		
Account name	Kersey Parish Council	
Address	Hadleigh, Ipswich Branch, PO Box 3, 1 Princes Street, Ipswich IP1 1PB	
Sort Code - six digits	20-44-51	
Account Number - eight digits	30147435	
FOR COUNTY ASSOCIATION / ADA USE ONLY - Date received		
FOR NALC OFFICE USE ONLY - Date received		