

## **MINUTES OF KERSEY PARISH COUNCIL ORDINARY MEETING HELD ON MONDAY 6 MARCH 2017 IN KERSEY VILLAGE HALL AT 7.30 PM**

### **PRESENT**

John Hume – Chair, Giles Hollingworth, Veronica Partridge, 8 members of the public and the Clerk – Sarah Partridge. Jenny Antill attended for part of the meeting.

**20/17 APOLOGIES** – were received and accepted from Yvonne Martin, Ian Fidell, John Maltby and Iqbal Alam. Apologies were also received from Alan Ferguson, who hoped to attend later in the meeting.

**21/17 ACCEPT MEMBERS' DECLARATIONS OF INTEREST** - None

**22/17 CONSIDER ANY DISPENSATION REQUESTS FOR PECUNIARY INTERESTS RECEIVED FROM COUNCILLORS** – None received

**23/17 REPORTS** - *This item was deferred to later in the meeting.*

### **24/17 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 16 January 2017 were signed and dated as being correct.

### **25/17 CLERK'S REPORT**

The Clerk had notified a number of potholes in the parish. Potholes can be reported by using the SCC website. There is a link from the useful information section of the Kersey website. Several volunteers joined in with the successful community litter picking session last weekend. All the roads in the parish, except the A1141, were walked and rather a lot of rubbish was picked up. Several larger items which had been fly tipped around the parish have been notified to Babergh and should be collected soon. The Chair thanked all those who joined in with this initiative which has significantly tidied up the village. Sadly it has been noticed that there is a significant dog fouling problem on the footpath near the allotments behind The Bell. There is a dog poo bin near the allotments and dog owners are requested to tidy up after their dogs, the mess is a health hazard and most unpleasant! Advice was sought from highways regarding roadside advertising signs which may be causing a visual obstruction for drivers. The advice is that a local approach is friendlier and usually better received than a formal one from the County Council. The Chair will visit local businesses where signs are an issue. Defibrillator update - A very informative talk, given by Martin Render of the Community Heart Beat Trust, was enjoyed by over 20 residents at the end of January to learn more about the defibrillator and how it works. The main message was that you can't do any harm using the defibrillator. In an emergency situation you should always try to do something to help as anything is better than nothing. The Parish Council is keen to hear from anyone interested in being a contact for the Village Emergency Telephone System.

*One member of the public arrived at the meeting.*

### **26/17 CORRESPONDENCE**

All correspondence for the Parish Council had been circulated to Councillors. There was only one item to note:

Suffolk Police are promoting their Police Connect Service – this is a messaging service connecting you to the very latest policing news for your area via e-mail, text or phone. There is no charge for this service - all messages you receive are free. The police are keen to promote this service as a way of keeping everyone informed which in turn can help to keep communities safe. There is more information on the Kersey website with links on how to register.

## **27/17 FINANCE**

- a) A copy of the accounts to date and a financial statement, showing bank balances, income and expenditure for approval were tabled by the Clerk; these are appended to the minutes. Payments were all approved.
- b) Councillors all had a copy of the current budget comparison, copy appended. This shows that it is anticipated that the Council will be within budget at the end of the financial year.
- c) Giles Hollingworth confirmed he had checked the accounts and seen the bank statements, the bank reconciliations have been completed and verified.
- d) The Parish Council fidelity guarantee insurance cover (employee dishonesty) is £25,000. Current funds held in the bank are £15,630 plus the Millennium Book Fund of approx. £3,000. The first half of the precept, £3,670, is due in April. Therefore, there is adequate cover for the total funds held by the Parish Council.

*Jenny Antill arrived at the meeting.*

*The meeting was adjourned to receive a report from Jenny Antill.*

**Suffolk County Councillor** – Jenny Antill gave her report and answered questions from the floor. Her report is appended to these minutes. As this was Jenny's last report to the Parish Council the Chair thanked her for regularly attending meetings and representing Kersey over the past four years.

*Jenny gave her apologies and left the meeting.*

*The meeting was reconvened.*

## **28/17 PLANNING APPLICATIONS**

Following the last Parish Council meeting the Clerk had written to the Babergh planning officer, on 25 January, raising concerns about the way their decision was made to approve the planning application B/16/01476/FUL Land west of Holly Tree Cottage, The Green and also raising wider concerns about the impact of this decision on future planning applications. The Clerk had followed this up with an email reminder asking when Babergh would respond to the letter. To date no response has been received. It was noted that the original letter has been published on the Babergh planning website. Councillors were very disappointed by the lack of a response and it was agreed to send another letter to the head of the planning department.

There were no items of progress for planning applications.

B/17/00193 Lodge Cottage, Church Hill – Felling of 1 Oak tree (T10) protected by Tree Preservation order number WS243. The Oak Tree in question is a large tree in close proximity to several listed buildings which could be damaged should it fall. It is also a prominent feature in the village. There was no report from a tree surgeon or suitably qualified person, giving an opinion as to the health of the tree, attached to the application. Having discussed the application Councillors agreed that they were happy to support the felling of this Oak Tree on the understanding that it is inspected by a suitably qualified person to confirm that it is diseased and therefore poses a danger to people and neighbouring properties before any work is carried out.

## **29/17 KCPC WORKING GROUP**

- a) General Report - There are plans later this month to spread some topsoil and grass seed near the swings and climbing frame to finish off the renovation project. Other maintenance and a quarterly inspection will also be carried out. One of the air skier legs has been removed due to a problem with the limiters. Fresh Air Fitness is being consulted regarding repairs.
- b) Councillors all had a copy of the proposed KCPC budget for 2017/18. Following discussion this budget was approved.

## **30/17 FOOTPATH WORKING GROUP**

- a) General Report - Giles Hollingworth said that he is keen to attract more volunteers to help with maintenance of the footpath network. He feels that working in pairs or small groups would be more enjoyable and would help to keep the footpaths all in excellent walking condition. He has placed a note in the newsletter and will be talking to local residents. Anyone interested should contact Giles. Giles has been familiarising himself with all the paths in the parish. A letter has been sent to the SCC Rights of Way team asking if some category two paths could be upgraded to category one as they are

well walked, and asking for funding for all category one paths in the parish to help with maintenance expenses. The next Footpath Working Group meeting is on Tuesday 28 March at 7.30pm in The Bell. b) Councillors all had a copy of the proposed Footpath budget for 2017/18. Following discussion this budget was approved.

### **31/17 COMMUNITY LED PLANNING - TO DECIDE WHETHER TO WORK ON ANY FORMAL COMMUNITY LED PLANNING POLICIES FOR KERSEY.**

It was agreed that since several Councillors were unable to attend this meeting and because this is an important topic it should be deferred to discuss at a later date. It was agreed to hold a separate Parish Council meeting in April to decide whether Kersey should work on some form of community led planning policy document.

### **32/17 TO DISCUSS THE PROPOSAL FOR A FOOTPATH FROM KERSEY TO DRAKESTONE GREEN**

The Parish Council had received an email asking the Parish Council to consider putting in place action to get a footpath recognised as an official public right of way. The proposed path is not on the definitive map of 1949 or the current definitive map, although it's presence as a footpath has been noted on maps in 1890 and 1927. The proposed footpath would run north from an existing public footpath behind Kersey Priory to Drakestone Green. The landowner has been consulted and he would not support this proposal. John Maltby, who was Chair of the Footpath Working Group for many years, has said that it is not a public right of way and he did not know of anyone ever walking this path. The Footpath Working Group has worked hard over many years to ensure that there is an extensive, well maintained network of public footpaths around the Parish, including circular walks. The Working Group has a good working relationship with landowners in the Parish who are supportive of the many footpaths across their land. Members of the public present were asked their opinion on this matter. They commented that the roads in the vicinity of this proposed footpath are quiet country lanes and they are happy to walk along roads as well as the public footpaths. After discussion Councillors agreed that they did not support this proposal. Suffolk County Council is responsible for modifications to the definitive map showing all public rights of way. A reply will be sent to this email suggesting that if they wish to take this matter further they should contact Suffolk County Council.

### **33/17 REVIEW OF EFFECTIVENESS OF INTERNAL AUDIT AND INTERNAL CONTROL SYSTEMS**

Councillors confirmed that they were all familiar with the internal control systems of the Parish Council and regularly see at meetings Parish Council financial documents and reports from the internal auditor. Councillors then went through a review of the scope of internal audit, independence, competence, relationships and internal audit planning and reporting. A copy of the review document is appended to these minutes.

### **34/17 REVIEW OF RISK ASSESSMENTS**

Councillors all had copies of Parish Council risk assessments. These were reviewed and a few small amendments were made to clarify points better. It was confirmed a copy of the mowing risk assessment is given to all volunteers before they use Parish Council equipment. It was agreed that volunteers receiving this via email should be asked to confirm they have read the risk assessment. It was also confirmed that volunteers are covered by Parish Council insurance when they are acting under the instruction of the Parish Council and using Parish Council owned equipment. Volunteer names are recorded. Following the recent community litter picking session it was confirmed that volunteers were all given the Babergh guidance for litter picking volunteers. It was also confirmed that Parish Council electronic records are backed up regularly including cloud storage. Financial computer records could also be reconstructed from hard copies of documents. It was agreed to amend the business risk assessment to state that the Clerk will verify annually that regular back-up are made and that long term storage of important parish documents will be considered annually.

### **35/17 TRAINING**

Information about training courses is regularly circulated to all Councillors. Giles Hollingworth and Iqbal Alam will be attending the Heritage training session offered by The Suffolk Preservation Society on 14 March. The SALC annual training programme will be available soon.

### **36/17 REPORTS FROM MEETINGS**

Police and Parish Forum - no Councillors had attended, minutes had been circulated and there was nothing to note. No other meetings had been attended.

### **37/17 FORTHCOMING MEETINGS**

15 March, Police and Parish Forum – since there were no particular concerns no Councillors would attend. 28 March, 7.30pm at The Bell - Footpath Working Group meeting.

### **38/17 ANY OTHER BUSINESS**

Condolences were sent to Tony Farnish following the loss of Joanna, also to Nora Ryde and family on the loss of Paul. Paul Ryde was a stalwart of the village where he made an immense contribution to the community and always offered wise council with the short and long term best interests of the village at heart. Paul had been Chair of the Parish Council, Chair of the School Governors and remarkably, for over 50 years, Chair of the Village Hall Committee as well as a trustee for many of the village trusts, he will be sorely missed. The Chair thanked all those involved with the litter collection at the weekend; it was a good community event. Fly tipping seems to be a growing problem in the Parish. Several different heaps of rubbish had been dumped near the water treatment plant. Anglian Water are going to get this cleared and are going to investigate ways of deterring further fly tipping in this area. A resident was thanked for helping to clear away some fly tipping in the parish. The Chair also thanked all those residents who quietly go around tidying and doing things for the good of the village, it really is much appreciated. The Chair had been contacted by several residents with concerns about the poor state of a property in the village. The landlord has been informed and will visit to inspect the premises.

*The meeting was adjourned for 'Parish Time'*

More comments were made about the untidy state of a property in the village.

Since **Alan Ferguson our Babergh District Councillor** had been unable to get to the meeting a report, received earlier from Alan, was read. This report is appended.

*The meeting was reconvened.*

There being no further business, the meeting closed at 9 pm.

Appended to these minutes are 9 sheets:

Kersey Parish Council receipts and payments to date (2 sheets)

Kersey Parish Council finance sheet for 6 March 2017

Kersey Parish Council budget comparison

SCC report from Jenny Antill

KCPC Working Group budget

Footpath Working Group budget

Review of effectiveness of Internal Audit for Kersey Parish Council

Babergh report from Alan Ferguson

**KERSEY PARISH COUNCIL**  
**1 April 2016 - 31 March 2017**

Printed on 06/03/2017

**RECEIPTS**

<b>Date</b>	<b>Credit ref</b>	<b>Detail</b>	<b>Precept</b>	<b>KCPC</b>	<b>Footpath</b>	<b>Other Receipts</b>	<b>VAT</b>	<b>Total Receipts</b>	<b>Sub total</b>
1-Apr-16		Balance brought forward		£ 4,479.47	£ 1,654.87	£ 9,692.30		£ 15,826.64	
25-Apr-16	Direct C	Babergh 50% Precept	£ 3,393.00					£ 3,393.00	
25-Apr-16	Direct C	Babergh Council Tax Grant				£ 43.08		£ 43.08	£ 19,262.72
6-Jun-16	bank	Bank interest 7 Mar-5 Jun				£ 2.07		£ 2.07	£ 19,264.79
9-Aug-16	Direct C	SCC - Footpath Mowing Inv 13			£ 207.70			£ 207.70	
31-Aug-16	Direct C	SALC - Transparency Grant				£ 344.33		£ 344.33	£ 19,816.82
5-Sep-16	Direct C	Babergh 50% Precept	£ 3,393.00					£ 3,393.00	
5-Sep-16	bank	Bank interest 6 Jun - 4 Sep				£ 2.21		£ 2.21	£ 23,212.03
8-Nov-16	100092	Cllr Antill Locality Grant				£ 1,000.00		£ 1,000.00	
15-Nov-16	100093	KCPC quiz night income		£ 773.00				£ 773.00	£ 24,985.03
5-Dec-16	bank	Bank interest 5 Sep-4 Dec				£ 1.98		£ 1.98	
14-Dec-16	Direct C	SCC - Footpath Mowing Inv 14			£ 207.70			£ 207.70	£ 25,194.71
24-Jan-17	100106	Defibrillator donations				£ 137.00		£ 137.00	£ 25,331.71
6-Feb-17	BACS	HMRC - VAT repayment					£ 240.70	£ 240.70	£ 25,572.41
			£ 6,786.00	£ 5,252.47	£ 2,070.27	£ 11,222.97	£ 240.70	£ 25,572.41	

KERSEY PARISH COUNCIL  
1 April 2016- 31 March 2017

Printed on 06/03/2017

**PAYMENTS**

Date	Cheque No	Detail	General Admin	Clerks Salary	Training/ external meetings	Street Lighting	KCPC	Footpath	S137	Other Payments	VAT	Total Payments	Sub total
9-May-16	101089	c SALC - Annual Subscription	£ 168.21									£ 168.21	
9-May-16	101090	c Suffolk Preservation Soc-Training			£ 40.00							£ 40.00	£ 208.21
21-Jun-16	101091	c WJ Green - Footpath						£ 11.73			£ 2.35	£ 14.08	
21-Jun-16	101092	c SALC - Training Clerk			£ 25.00						£ 5.00	£ 30.00	£ 252.29
11-Jul-16	101093	c P Gibbons - KCPC bin					£ 15.73				£ 3.15	£ 18.88	
11-Jul-16	101094	c Kersey Playing Field Assoc								£ 39.01		£ 39.01	
11-Jul-16	101095	c S Partridge - Clerk's Salary		£ 970.32								£ 970.32	
11-Jul-16	101096	c S Partridge - Home Working exp	£ 52.00									£ 52.00	
11-Jul-16	101097	c S Partridge - Clerk's exp			£ 28.34							£ 28.34	£ 1,360.84
1-Aug-16	101098	c SALC - Training Clerk			£ 15.00						£ 3.00	£ 18.00	£ 1,378.84
12-Sep-16	101099	c BDO - External Audit	£ 100.00								£ 20.00	£ 120.00	
12-Sep-16	101100	c M Sargeant - Glebe hedgecut								£ 75.00	£ 15.00	£ 90.00	
12-Sep-16	101101	c J Maltby - Footpath exp						£ 8.33			£ 1.67	£ 10.00	
12-Sep-16	101102	c Kersey Village Hall - Hire	£ 45.00									£ 45.00	
12-Sep-16	101103	c CHT - Defibrillator							£ 1,650.00			£ 1,650.00	
12-Sep-16	101104	c S Partridge - Clerk's Salary		£ 970.32								£ 970.32	
12-Sep-16	101105	c S Partridge - Home Working exp	£ 52.00									£ 52.00	
24-Sep-16	101106	c Adomast - KCPC rubber chips					£ 1,999.00				£ 399.80	£ 2,398.80	£ 6,714.96
11-Oct-16	101107	c Playsafety Ltd - RoSPA inspec								£ 84.00	£ 16.80	£ 100.80	
11-Oct-16	101108	c Business Services at CAS Ltd								£ 485.14		£ 485.14	
17-Oct-16	101109	c I Fidell - Footpath exp						£ 5.06			£ 1.01	£ 6.07	
17-Oct-16	101110	c Grafton Merchanting - KCPC					£ 188.21				£ 37.64	£ 225.85	
17-Oct-16	101111	c SALC - Training Clerk			£ 16.00						£ 3.20	£ 19.20	£ 7,552.02
14-Nov-16	101112	c St Mary's PCC								£ 400.00		£ 400.00	
14-Nov-16	101113	c Lenny's - KCPC quiz food					£ 325.17					£ 325.17	
14-Nov-16	101114	c Kersey Village Hall - KCPC quiz					£ 40.00					£ 40.00	
14-Nov-16	101115	c S Partridge - Clerk's exp	£ 32.89		£ 22.94						£ 5.26	£ 61.09	
14-Nov-16	101116	c K Ruffell Electrical Contractor							£ 83.50			£ 83.50	
14-Nov-16	101117	c J Maltby - Footpath exp						£ 9.80			£ 1.96	£ 11.76	£ 8,473.54
5-Dec-16	101118	c I Fidell - KCPC exp					£ 61.75				£ 2.10	£ 63.85	
5-Dec-16	101119	c CHT - Annual membership							£ 126.00			£ 126.00	£ 8,663.39
16-Jan-17	101120	c S Partridge - Clerk's Salary		£ 1,138.26								£ 1,138.26	
16-Jan-17	101121	c S Partridge - Home Working exp	£ 52.00									£ 52.00	
16-Jan-17	101122	c S Partridge - Clerk's exp	£ 73.76								£ 14.59	£ 88.35	£ 9,942.00
			£ 575.86	£ 3,078.90	£ 147.28	£ -	£ 2,629.86	£ 34.92	£ 1,859.50	£ 1,083.15	£ 532.53	£ 9,942.00	

**KERSEY PARISH COUNCIL  
FINANCE**

**Details for Parish Council Meeting, 6 March 2017**

**Bank Balances At 28 February 2017**

Business Premium Account	£14,482.29
Current Account	£1,148.12
	<u>£15,630.41</u>

**Transfers between Business Premium and Current account since the last meeting**

None

**Income received since the last meeting**

06-Feb-17 VAT repayment	£240.70
	<u>£240.70</u>

**Payments made since the last meeting**

Date      Chq no.  
None

£0.00

**Payments Due**

<u>Chq no.</u>		
101123	SCC - Street lighting	£231.48
101124	Babergh - Dog litter bin emptying service	£49.55
101125	Suffolk Preservation Society - membership/training	£30.00
101126	WJ Green - KCPC mower service	£132.97
101127	S Partridge - Clerk's Salary	£1,026.30
101128	S Partridge - Clerk's home working expenses	£52.00
101129	Kersey Village Hall - Hire	£30.00
		<u>£1,552.30</u>

Expenditure Agreed .....

Prepared by the Clerk for Kersey Parish Council

**BUDGET/PRECEPT FOR 2017/18**

**KERSEY PARISH COUNCIL**  
**Budget to 31 Mar 2017 and Precept for 2017/2018**

VAT not included in budget figures	2016/17	2016/17	2016/17	2016/17	2017/18	
	Budget/ Precept 2016/2017	Actual to 31 Jan 17	Estimated balance to 31 March 2017	Estimated total to 31 March 2017	Budget/ Precept 2017/2018	Notes:
Post/Tel/Stationery/copier cartridge	£135.00	£106.65	£28.35	£135.00	£135.00	
Clerk's computer/working from home	£208.00	£156.00	£52.00	£208.00	£208.00	£4/week
Hall Hire:Parish Council 10 @ £5	£50.00	£35.00	£20.00	£55.00	£50.00	
Annual Parish Assembly @ £10	£10.00	£10.00	£0.00	£10.00	£10.00	
SALC subscription	£166.00	£168.21	£0.00	£168.21	£172.98	17/18 actual
Community Action Suffolk subs	£30.00		£0.00	£0.00	£0.00	2016/17 membership now free
External Audit	£100.00	£100.00	£0.00	£100.00	£100.00	Audit for Years ending 14/15 to 16/17 no fee if income/exp below £10,000
ICO Data Protection registration	£35.00		£35.00	£35.00	£35.00	
Website hosting					£100.00	Used to be free with SCC, SCC withdrew service, now with Suffolk.cloud
<b>Sub total for Admin</b>	<b>£734.00</b>	<b>£575.86</b>	<b>£135.35</b>	<b>£711.21</b>	<b>£810.98</b>	
Clerk's Salary	£3,920.00	£3,078.90	£1,026.30	£4,105.20	£4,150.00	SCP27 16/17 £12.440 17/18 £12.564/hr 16/17 over budget covered by transparency grant, increase hrs to 27.5/month
Training/External Meetings	£250.00	£147.28	£102.72	£250.00	£250.00	LCPAS whole cl £120 Clerk netwk x2 £20+mileage
Street Lighting	£210.00		£210.00	£210.00	£210.00	
CAS Suffolk Insurance	£480.00	£485.14	£0.00	£485.14	£500.00	IPT increased to 10% Oct 16. Long Term undertaking expired,new agreement due Oct 17
Glebe Insurance	£50.00	£39.01	£0.00	£39.01	£50.00	
Hedge Cut - The Glebe	£83.00	£75.00	£0.00	£75.00	£83.00	
Playground Safety Inspection	£85.00	£84.00	£0.00	£84.00	£85.00	
Dog Litter Bin emptying charge	£44.00		£44.00	£44.00	£45.00	
St Mary's Church	£400.00	£400.00	£0.00	£400.00	£400.00	16/17 split £245 Churchyd £110 Nletter £45 Clock (last increased Nov 2014)
Defibrillator & Village Emergency Tel					£226.00	£137 CHT membership inc Defib managed solution £126 VETS £100
Chairman's Allowance	£0.00		£0.00	£0.00	£0.00	
Election costs	£25.00		£25.00	£25.00	£25.00	Routine elections every 4 years, next election in May 2019
Church Walk future maintenance	£130.00		£130.00	£130.00	£130.00	
Footpath Map printing reserve	£75.00		£75.00	£75.00	£75.00	Build up reserve for reprint £75/year (approx 1,000 maps/yr)
Contingencies	£300.00		£300.00	£300.00	£300.00	
	<b>£6,786.00</b>	<b>£4,885.19</b>	<b>£2,048.37</b>	<b>£6,933.56</b>	<b>£7,339.98</b>	
Transparency Fund Grant	£344.33					
Locality grant from SCC Jenny Antill	£1,000.00					Spent on defibrillator project
Donations from residents	£137.00					Spent on defibrillator project
Agreed spending from reserves:						
Defibrillator project S137	£771.56	£1,859.50	£45.00	£1,904.50		£137 Defibrillator project (use Jubilee steps money)
	<b>£9,038.89</b>	<b>£6,744.69</b>	<b>£2,093.37</b>	<b>£8,838.06</b>	<b>£7,339.98</b>	<b>Precept for 2017/18 £7340 (approved 16 Jan 17 minute ref 15/17)</b>
						<b>Tax base 183.47 = £40.00 for a band D property</b>
				<b>Estimated</b>		Precept for 2016/17 £6,786 plus CTax Support Grant £43.08
<b>Reserves (Cash at Bank)</b>	<b>As at 1.4.16</b>			<b>at 31.3.17</b>		Tax Base 181.25 = £37.44 for a band D property
Footpath Working Group	£1,654.87					Budget approved 25 Jan 16 minute ref 18/16
KCPC Working Group (Ring fenced)	£4,479.47					
Jubilee Steps	£771.56			£0.00		Precept for 2015/16 £6,700 plus a CTax Support Grant £86.17
Election provision	£787.50			£812.50		Tax Base 180.31 = £37.16 for a band D property
Church Walk Maintenance Fund	£1,300.00			£1,430.00		
Admin photocopier reserve	£35.00			£0.00		Precept for 2014/15 £6604 plus a CTax support grant £129.25
Training reserve	£217.97					Tax Base 177.72 = £37.16 for a Band D property
Footpath Map printing reserve	£38.50			£113.50		
Fixed Asset Reserve	£564.63					Precept for 2013/14 £6375.00 plus CTax support grant £471
Council Tax Support grant money	£686.42			£729.50		Tax Base 171.55 = £37.16 for a Band D property
General Parish Council Reserve	£5,290.72					
	<b>£15,826.64</b>					
General PC reserves - advice is to hold between 6-12 months gross expenditure (£5,000 - £10,000)						Precept £6786.00 50% rec'd (£7340.00) Babergh CTax support grant £43.08 rec'd (£0) VAT repayment £240.70 rec'd (amount paid 16/17) Bank Interest £5 (£0 interest rate now 0%) <b>Total £7074.78</b>



## **County Councillors Report to Kersey Parish Council. Monday 6<sup>th</sup> March 2017**

### **Budget 2017/18**

The SCC component of the Council tax bill will rise by 3%, which represents the Government levy specifically to pay for Social Care. This is lower than the 5% increase being imposed by many councils in England, and the 4% national average.

### **Annual Public Health Report.**

Suffolk's Director of Public Health released his annual report on 26 January 2017 setting an ambition to improve mental health services in Suffolk over the next 10 years.

An estimated 1 in 100 people are affected by severe mental ill health in Suffolk.

The report, lists seven recommendations to promote good mental health and reduce demand in Suffolk over the next five to 10 years:

The report is divided into sections that correspond with different stages in people's lives, from pre-birth children to older people's mental health. It recognises that good mental health is a fundamental human right for everyone and that good mental health is essential for good physical health, and vice versa.

### **School Funding**

At first sight Suffolk appeared to be one of the winners under new arrangements for school funding recently announced by the Government. Suffolk schools will receive 2.7% more than before. However this still means that the County's schools will receive considerably less than schools in other parts of the country, and in real terms (taking inflation into account) there will actually be little change from the previous unacceptable situation. The Cabinet Member for Education Gordon Jones has written to complain about the settlement to the Secretary of State, as have head teachers in the County.

### **Joint local area Send inspection in Suffolk**

In December Ofsted and the Care Quality Commission conducted a joint inspection of Suffolk to judge the effectiveness of measures to deal with disabled and special educational needs children

Unfortunately the report was not good, although it did recognise that action was already being taken by the organisations concerned, including the County Council, to remedy serious shortcomings in the system. Since the publication of the report there has been little additional information forthcoming and realistically there is unlikely to be ahead of May's election.

I do know that as part of the Raising the Bar initiative our SEN activities in schools have been recognised as improving in recent months, but clearly this is from a very low base, and we are being held back by the tight financial situation that makes bringing necessary new resources to the area difficult.

Jenny Antill  
March 2017

**Kersey Parish Council KCPC Working Group Budget  
for Years ending 31 March 2017 & 2018**

Actual for 2014/15	Actual for 2015/16		Budget for 2016/17	Actual to 28 Feb 17 for 2016/17	Budget for 2017/18
£4,684.09	£4,025.71	Estimated Reserve as at 1 April	£4,479.47	£4,479.47	£2,622.61
<b>Estimated Income</b>					
	£1,178.50	<b>Quiz</b>		£773.00	
£0.00		Ticket sales (2015 £9/person, 2016 £?)	£720.00		£720.00
£0.00		Raffle	£100.00		£100.00
		Other quiz income			
£3,014.00		Slide insurance claim			
£28.00		Old slide metal recycling income			
<b>£3,042.00</b>	<b>£1,178.50</b>	<b>Total estimated Income</b>	<b>£820.00</b>	<b>£773.00</b>	<b>£820.00</b>
<b>Estimated Expenses</b>					
<b>General KCPC running expenses</b>					
	£21.50	General maint & safety equip	£50.00	£15.73	£50.00
	£114.07	Mower maint/service	£150.00		£150.00
	£4.17	Mower fuel	£50.00		£50.00
		Bark chippings	£300.00		£0.00
		Rubbish sacks	£2.00		£2.00
£16.66		Printer Ink for KCPC secretary	£20.00		£20.00
<b>Quiz</b>					
	£40.00	Hall hire	£40.00	£40.00	£40.00
	£545.00	food prizes	£600.00	£325.17	£600.00
		Other quiz expenses	£35.00		£35.00
			£20.00		£20.00
£17.00		Puncture repair when recycling slide			
<b>£33.66</b>	<b>£724.74</b>	<i>sub total of general KCPC running expenses</i>	<b>£1,267.00</b>	<b>£380.90</b>	<b>£967.00</b>
<b>One off additional expenses</b>					
	£60.47	Cricket net weed barrier & timber			
£165.00		Mats around exercise equipment			
£141.25		Mats under rocking seal			
£610.00		Replacement swings			
£95.00		Repair to gate to RoSPA standard			
£2,595.00		Slide repairs (covered by insurance)			
		Replace bark with rubber chippings	£3,000.00	£2,248.96	
<b>£3,700.38</b>	<b>£724.74</b>	<b>Total Estimated Expenses</b>	<b>£4,267.00</b>	<b>£2,629.86</b>	<b>£967.00</b>
<b>£4,025.71</b>	<b>£4,479.47</b>	<b>Estimated Reserve at 31 March</b>	<b>£1,032.47</b>	<b>£2,622.61</b>	<b>£2,475.61</b>

**Budget for 2017/18 approved 6 March 2017 minute ref 29/17**

**Budget for 2016/17 approved 7 March 2016 minute ref 32/16**

Bark replacement with rubber chips budget increased to £3,000 minute ref 101/16

**Kersey Parish Council**  
**Footpath Working Group Budget**  
**Years ending 31 March 2017 & 2018**

Actual figures 2014/15	Actual figures 2015/16		Budget for 2016/17	Actual to 28 Feb 17 for 2016/17	Budget for 2017/18
£969.47	£1,250.43	Reserve as at 1 April	£1,654.87	£1,654.87	£2,035.35
<b>Estimated Income</b>					
Mowing Category 1 paths for SCC					
£415.40	£415.40	4154 m @ 5p/m x 2 cuts	£415.40	£415.40	£415.40
<b>£415.40</b>	<b>£415.40</b>	<b>Total estimated Income</b>	<b>£415.40</b>	<b>£415.40</b>	<b>£415.40</b>
<b>Estimated Expenditure</b>					
£15.44	£10.96	Fuel - Est petrol 30 L @ £1.20/L	£49.50	£8.33	£36.00
£6.66	£0.00	Oil 2 L	£15.00	£0.00	£15.00
£0.00	£0.00	New drive belt for mower	£26.00	£0.00	£26.00
£112.34	£0.00	Mower parts, repairs, service	£200.00	£26.59	£200.00
£0.00	£0.00	Safety equipment	£5.00	£0.00	£5.00
<b>£134.44</b>	<b>£10.96</b>	<b>Total estimated Expenditure</b>	<b>£295.50</b>	<b>£34.92</b>	<b>£282.00</b>
<b>£1,250.43</b>	<b>£1,654.87</b>	<b>Estimated Reserve as at 31 March</b>	<b>£1,774.77</b>	<b>£2,035.35</b>	<b>£2,168.75</b>

SCC pays the Parish Council as a contractor therefore a reserve needs to build up to pay for a replacement mower or other equipment as necessary.

From July 2013 insurance for volunteers is now included in the PC insurance package

**Budget for 2017/18 approved 6 March 2017 minute ref 30/17**

**Budget for 2016/17 approved 7 March 2016 minute ref 33/16**

## Review of effectiveness of Internal Audit for Kersey Parish Council Meeting the Standards

Expected Standard	Evidence of Achievement	Yes or No	Additional comments or action to be taken
Scope of internal audit	<p>Terms of reference were (re)approved by full Council (give date).</p> <p>Scope of audit work takes into account both the council's risk assessment and wider internal control arrangements.</p> <p>Internal audit work covers the council's anti-fraud and corruption arrangements.</p> <p>Is the Council satisfied with what the internal audit work covers?</p> <p>Is any additional internal audit work required?</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>No</p>	9 May 16 Minute ref 72/16
Independence	<p>Internal Auditor has direct access to those charged with governance (see Financial Regulations).</p> <p>Reports are made in own name to the council.</p> <p>Does the Internal Auditor have any other role within the council?</p>	<p>Yes</p> <p>Yes</p> <p>NO</p>	<p>Reports received 7 July 16 and 24 October 16. Reports tabled at Council meetings.</p>
Competence	<p>Is the internal audit work carried out ethically, with integrity, objectivity and a good understanding of local council legislation and procedures?</p>	<p>Yes</p>	
Relationships	<p>Clerk/RFO is consulted on the internal audit plan and on the scope of each audit. (Evidence is on audit files).</p> <p>Responsibilities for Clerk/RFO and internal audit are defined in relation to internal control, risk management and fraud and corruption matters (see risk assessments, job descriptions, terms of reference, Standing Orders and Financial Regulations).</p> <p>The responsibilities of council members for financial management are understood; training of members is carried out as necessary. (See Member training plan).</p> <p><i>(It is the council as a whole, however, that is responsible in law for ensuring that its financial management is adequate and effective and that the council has a sound system of internal control which facilitates the effective exercise of their functions and which includes arrangements for the management of risk.- Governance and Accountability for Local Councils: A Practitioners' Guide 2014)</i></p>	<p>Yes</p> <p>Yes</p>	<p>Correspondence 1 March 2017 and 27 April 16</p>
Audit Planning and reporting	<p>Does the internal audit plan take account of all the risks facing the council?</p> <p>The Internal Audit Plan has been approved by the council (give date).</p> <p>Internal Audit has reported in accordance with the plan (give date).</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>9 May 16 Minute ref 72/16</p> <p>As above (7/7/16 &amp; 24/10/16)</p>

Reviewed and adopted on:  Andrew 6.3.17

Note: Review of effectiveness of internal audit must be reviewed and adopted by council annually during the financial year and before 31 March.

## **REPORT TO KERSEY PARISH COUNCIL**

**MONDAY 6<sup>th</sup> March 2017**

**ALAN FERGUSON (DISTRICT COUNCILLOR FOR SOUTH COSFORD)**

### **Key updates:**

#### **Devolution:**

- No further news.

#### **Future of Babergh accommodation Corks Lane**

- The move to Ipswich (Suffolk CC Endeavour House) is still planned for May/June 2017. The 2 “landing sites” (one in Sudbury and one in Stowmarket - detail of retained levels of staffing have yet to be agreed) where support will be provided to Ward members who cannot or do not wish to travel to Ipswich to meet District Council members and/or Officers has now been clarified to “we will come to you as & when required”.
- Disposal of current accommodation subject of on-going studies – no news.

#### **Boundary Commission (BC)**

- Babergh called in the Boundary Commission last year to assess the structure of the District and the allocation of Councillors to geographical areas. After a series of Workshops (when the number 36 was suggested) and following a recent Council Meeting Babergh DC has now formally advised the Boundary Commission that we can deliver the new governance arrangements (Cabinet) in Ipswich with just 31 District Councillors – currently we have 43.
- The BC will now evaluate this and the “other factors” to decide the final size and shape of Babergh DC. Mid Suffolk have taken a similar position.

#### **Finance**

- It will come as no surprise to learn that the County, the District and the Police Service will all increase the rate of Council Tax again in 2017/18. The Babergh increase is small at £5 per annum.

#### **Summary**

- Still a lot of water to go under the bridge at Babergh. The AGM is in May 17.

***Alan Ferguson***