

MINUTES OF KERSEY PARISH COUNCIL ORDINARY MEETING HELD ON MONDAY 22 JANUARY 2018 IN KERSEY VILLAGE HALL AT 7.30 PM

PRESENT

John Hume – Chair, Giles Hollingworth, Veronica Partridge, Yvonne Martin, Iqbal Alam (for part of the meeting), Andrew Rogers, 4 members of the public, and the Clerk – Sarah Partridge. Robert Lindsay and Alan Ferguson attended for part of the meeting.

1/18 APOLOGIES – Apologies for absence were received and accepted from Kevin Pratt. Iqbal Alam gave apologies that he would have to leave the meeting early, these were accepted.

2/18 ACCEPT MEMBERS' DECLARATIONS OF INTEREST - None

3/18 CONSIDER ANY DISPENSATION REQUESTS FOR PECUNIARY INTERESTS RECEIVED FROM COUNCILLORS – None received

4/18 REPORTS

a) **Suffolk County Councillor** - Robert Lindsay gave his report. It is appended to the minutes of this meeting. The Chair expressed the Council's disappointment that highways have admitted they do not have funding to repair broken road signs. There are two broken signs in Kersey, one of which has been broken for over a year, this shows a lack of civic pride and is not helpful for visitors to find their way around. Any support Robert is able to give is much appreciated. It was agreed the Chair will write a strong letter of complaint to highways and the Cabinet member with responsibility for highways.

b) **Babergh District Councillor** – Alan Ferguson spoke about the recent leadership election and new cabinet appointments at Babergh. Alan is not on the cabinet and is now an Independent Conservative councillor at Babergh. He then gave his report. It is appended to the minutes of this meeting. Alan answered questions from the floor.

Robert and Alan then gave their apologies and left the meeting.

Iqbal Alam left the meeting.

5/18 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 11 December 2017 were signed and dated as being correct.

6/18 CLERK'S REPORT

The Clerk is waiting to hear from the Community Heartbeat Trust about a date for a meeting for potential volunteers to learn more about the Village Emergency Telephone System and what is expected of volunteers. Anyone else who would like to help provide emergency support and is generally in the Parish should contact the Clerk. The telephone kiosk at Kersey Mill has now been beautifully restored and a public access defibrillator installed. Kersey Mill has been thanked for their generous donation. Robert Lindsay our County Councillor had been following up on the broken road signs on the A1141. Highways have confirmed that they do not have any money in the budget to make repairs at this time. If the Parish Council would like to pay for the repairs then highways can give a quote. The Parish Council would not be permitted to carry out the work themselves, probably because this would breach the Kier highways contract.

7/18 CORRESPONDENCE

All correspondence for the Parish Council had been circulated to Councillors. There was one item to note. Suffolk Neighbourhood Watch Association have written to introduce themselves. They are now a voluntary, independent representative body for Suffolk no longer run or funded by Suffolk Constabulary. They are working in partnership with the national organisation and working with

Suffolk Constabulary. They are also working towards an agreement with Suffolk County Council and the Suffolk Police and Crime Commissioner. They state that Neighbourhood Watch is a vital and successful crime prevention initiative which brings communities together in the fight against crime. They are asking for a single one-off donation of £50.00 to the Suffolk Neighbourhood Watch Association, as a contribution to help sustain the support of neighbourhood watch across the county. They are continuously working to create a network of Neighbourhood Watch schemes across the county, aligned to the Suffolk Constabulary area command and Safer Neighbourhood Team areas. There are currently 1036 active schemes in Suffolk. It was not confirmed whether Kersey was considered an active scheme. Their work provides awareness and education to help prevent, detect and deter crime, while at the same time fostering community spirit and reducing the fear of crime. It was agreed to forward this information to our Neighbourhood Watch co-ordinator who is already making enquiries about how to improve the Kersey scheme. She will be invited to the next Parish Council meeting to give the Parish Council an update.

8/18 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. It was noted that income received in December had been omitted from the finance sheet, these were £20 for sale of the old footpath DR mower, £2.98 bank interest and £608.62 VAT repayment from HMRC, these will be included on the finance sheet for the next meeting. It was agreed to put a note in the newsletter about the £500 donation from Kersey Mill and to let people know there is now a public access defibrillator at Kersey Mill.

9/18 PLANNING APPLICATIONS

a) Progress

B/17/00974 Agricultural Building Adjacent to Red House Farm, Wickerstreet Green - Full Planning Application - Conversion and alterations to agricultural building to form 1 no. dwelling. Planning permission was granted by Babergh on 20 December 2017, subject to conditions. These conditions include requirements regarding wildlife protection, biodiversity and provision of parking on the site.

b) Applications to consider

DC/17/06316 White House, The Tye - Householder Planning Application erection of two storey and single storey rear extension. Councillors looked at the plans and considered this proposal, after discussion it was agreed the Parish Council fully supports the application.

10/18 KCPC WORKING GROUP

Jonathan Marsh had sent a brief report. The mower has been serviced by Greens, without issue and is currently securely stored. There is no grass cutting at present, but KCPC are always looking for volunteers to join the rota for the spring and summer. There will be a maintenance day in the spring, a date will be announced in due course.

11/18 FOOTPATH WORKING GROUP

Giles Hollingworth reported that as far as he knew all paths were walkable. A few fallen trees had been notified, but these have been cleared by the landowners. A letter has been sent to the Rights of Way department asking if they would add a couple of paths to the Parish Council contract which were omitted some years ago and which the Footpath Working Group volunteers maintain. A response is awaited. It was asked whether anything could be done to improve the footpath next to the entrance to the allotments. It is rather a steep slippery slope. The Clerk will ask Rights of Way their advice.

12/18 TO DISCUSS THE IDEA OF SETTING UP A VOLUNTEER DRIVER SCHEME IN KERSEY

Yvonne Martin had contacted Boxford who run a volunteer driver scheme. Boxford Parish Council started their scheme after it was suggested by the GP practice, it covers Boxford and surrounding villages. It is only for medical appointments and is organised by a dedicated lady who co-ordinates the drivers and matches them with clients who pay 45p/mile directly to the drivers. Drivers are discouraged from offering their services for free and they must provide written proof that their insurance company has agreed they can carry out this service. Clients do not contact drivers directly which means the co-ordinator has an important role which takes time and dedication. The scheme is covered by the Parish Council insurance. It was agreed this is an excellent service but would need a dedicated volunteer to co-ordinate everything. Currently in Kersey there are some people who kindly take residents for medical appointments by friendly and informal arrangements. It may be that there are residents who do not feel they can ask for help from a driver so a scheme may be a good idea. It was agreed that Yvonne Martin would write a small article for the newsletter to find out if there are people who would like to use such a service and if there are any drivers who would volunteer. Also, if there are any people who would be willing to co-ordinate such a service for Kersey. Another thought was whether Kersey residents or volunteer drivers could join the Boxford scheme.

Veronica Partridge left the meeting.

13/18 TO AGREE A RESPONSE TO THE BABERGH & MID SUFFOLK CONSULTATION FOR A SINGLE NEW COUNCIL

Councillors agreed that there is still not enough information available to express a view.

Veronica Partridge re-joined the meeting.

The Clerk outlined that the consultation sets out that it will be drawing up a business case informed by feedback from stakeholders and others. The consultation also asks what questions need to be answered as part of the business case. The Parish Council agreed that the questions that need answering in the business case for a single new council covering both Babergh and Mid-Suffolk are:

- a) What savings will be made?
- b) What effect will there be on Council services?
- c) What effect will it have on Council Tax for the residents of Babergh?
- d) How will it improve the council services currently offered to Babergh residents?
- e) Is the vision that the new single council will continue to operate in a similar way to how Babergh currently operates or will a whole new way of working be put in place?

The Clerk will respond to the consultation for the Parish Council.

14/18 SET A DATE FOR THE SPRING LITTER COLLECTION DURING MARCH – SUGGESTED DATE 3 MARCH

The weekend of 3-4 March is National Spring Clean weekend. It was agreed to hold the annual spring litter collection in Kersey on Saturday 3 March. John Hume kindly agreed to co-ordinate the volunteers. Volunteers are asked to meet at the Vale Lane triangle at 10am. Litter pickers, bags and hi-vis jackets will be supplied. If volunteers cannot make this day/time they can contact John Hume on 01473 810098 to arrange to borrow the equipment at more convenient time, John will allocate an area to tidy. A note will be put in the newsletter and the Clerk will arrange with Babergh for the rubbish bags to be collected after the event. The Chair thanked all those people who regularly pick up rubbish while out and about in the parish. This is much appreciated.

15/18 FURTHER REPORT FROM THE CLERK'S JOB APPRAISAL AND SALARY REVIEW

The Clerk was asked to leave the meeting while Councillors discussed her salary review.

Sarah Partridge, The Clerk left the meeting.

The Chair put forward a proposal based on a discussion he had had with the Clerk following the meeting on 20 November. The proposal was to increase the Clerk's hours since she is regularly working more hours than she is paid or contracted to work, with the aim of providing terms which are fair and reasonable. It was agreed to increase the Clerk's hours from 330 per year to 364 per year with effect from 1 January 2018. This would result in a small increase in council tax in 2018/19 but due to the receipt of the Transparency Grant would not affect the current year's budget. Councillors will review any national salary scale increases as and when they are announced. It is likely that a 2% increase will be proposed from 1 April 2018.

Sarah Partridge, the Clerk re-joined the meeting.

16/18 TO AGREE HOW THE PARISH COUNCIL WILL COMPLY WITH THE NEW DATA PROTECTION REGULATIONS

The Clerk wrote to the Government Minister responsible for data protection raising the Parish Council's concerns about the financial impact of the new GDPR requirements. A response has been received but this does not change the situation. The Parish Council will need to appoint a Data Protection Officer (DPO). It has been confirmed that neither a Parish Councillor nor the Clerk can be the DPO therefore, the Parish Council will have to make an external appointment. It was agreed that the most cost-effective option was for the Parish Council to use a company called The DPO Centre. They are experts in this field and will ensure that the Parish Council is guided through the process and sets up the necessary policies and processes to comply with the legislation. The cost of this service is anticipated to be £150 plus an estimated 12 hours additional time for the Clerk to ensure the Parish Council is compliant. The Clerk has contacted the insurance company to ensure the Council will meet their requirements. They are awaiting guidance from the government and will be issuing any new guidance for the Parish Council in due course.

17/18 TO CONFIRM THE BUDGET AND SET THE PRECEPT AMOUNT FOR 2018/2019 AND SIGN FORMS

The Clerk brought to Councillors attention the sheet showing which powers the Parish Council uses to make the spending as set out in the budget. This sheet is appended to the minutes. The government has confirmed that it intends to defer the setting of referendum principles for town and parish councils for three years. This is welcome news, giving parish councils financial certainty but councils are urged to budget wisely and not increase precepts without good reason. Councillors all had a copy of the updated proposed budget. It was agreed to reduce the contingencies to £200 and use the additional £100 to cover part of the cost of the DPO service to comply with GDPR. In the first year due to initial set up costs the DPO service will cost £150, in future years it is anticipated this service will cost £50. It was agreed to use the donation from Kersey Mill to help with defibrillator costs but to spread this over a number of years, it will be held in an earmarked reserve for this purpose. It was agreed to use £100 from this reserve in the 2018/19 year so reducing the Defibrillator and Village Emergency Telephone budget down to £135. The budget for Clerk's Salary and staff costs was increased to £4915 following the increase in the Clerk's hours as agreed in minute reference 15/18. This would mean a total precept of £7953.00. Councillors discussed the impact this would have on the council tax for a band D property. Babergh has confirmed the tax base is 180.98 which is 1.4% decrease (last year it was 183.47). This means that even before the precept is changed the cost for a Band D property based on last years' precept has increased from £40.00 to £40.56. The impact of GDPR will add £300 to the precept for this year which will increase the council tax for a band D property by 4.2%. The total council tax increase for a Band D property, taking into account all this and the general budgetary increases, will be £3.94 which is a 9.8% increase. The Kersey Parish Council portion of council tax for a Band D property will be £43.94. The total budget for 2018/19 was agreed as £8053.00, £100 will be used from reserves. Therefore, it was agreed to request from Babergh a total precept of £7953.00. The appropriate form was completed and signed by the Chair, two Councillors and the Clerk. The budget is set out below. A detailed budget sheet is appended to the minutes.

Administration	£ 976.00
Clerk's Salary & Staff Costs	£4,915.00
Training/External Meetings	£ 250.00
Street Lighting	£ 225.00
Parish Council Insurance	£ 340.00
Glebe Insurance	£ 50.00
Hedge Cut - The Glebe	£ 80.00
Playground Safety Inspection	£ 87.00
Dog Litter Bin emptying charge	£ 45.00
St Mary's Church	£ 420.00
Defibrillator & Village Emergency Tel	£ 135.00
Chairman's Allowance	£ -
Election costs	£ 25.00
Church Walk future maintenance	£ 130.00
Footpath Map printing reserve	£ 75.00
Contingencies	£ 200.00
Total Precept	£7,953.00
Agreed spending from reserves	£ 100.00
Total Budget	£8,053.00

18/18 TRAINING

Information about training courses is regularly circulated to all Councillors. Andrew Rogers and Kevin Pratt are still trying to find Councillor training dates that they are able to attend. The Clerk will enquire about the availability of short notice bookings for SALC courses. The Clerk will be attending a briefing session about external audit arrangements at SALC in January.

19/18 REPORTS FROM MEETINGS

SALC/Babergh Area meeting 27 November – no report. The minutes will be circulated in due course.

Police and Parish Forum – minutes circulated and nothing to note.

20/18 FORTHCOMING MEETINGS

Police and Parish Forum 14 February – The Neighbourhood Watch co-ordinator will be notified of this meeting.

21/18 ANY OTHER BUSINESS

A Councillor said that residents in Wickerstreet Green were concerned about the damage to verges and the muddy mess contractors vans are making while building work is carried out on a property. The Chair said he would take a look to see if it was dangerous and if anything could be done.

A Councillor raised a concern regarding the press comments made by the Parish Council regarding the planning application for land to the rear of 1-6 The Street. The concern was with regard to the comment that ‘anyone who voted in favour of the application should be ashamed of themselves’.

The Councillor commented that everyone is entitled to their opinion and should not be made to feel ashamed of it. Any decisions made should not become personal. The Chair said the comments made were directed at the Babergh District Councillors on the planning committee, who in his opinion, had not taken into account all the facts and the damage that will be caused to heritage assets by approving the development. It was commented that a private action is being taken against the Babergh District Council Planning Committee Decision.

22/18 PARISH TIME

Concern was raised that residents cannot send a letter to their District Councillors if the letter is addressed to the District Council offices at Endeavour House, these letters are just returned to

sender. It was advised that letters should be addressed to District Councillor's home address. This does not seem to be an acceptable situation and it was agreed to inform Alan Ferguson and find out how this can be changed, letters addressed to members of the District Council at their head office should be delivered to members of the Council. The public should be able to easily contact their District Councillors. The Clerk commented that home addresses of District and County Councillors are shown on the useful info page of the Kersey website.

There being no further business, the meeting closed at 9.50pm.

Appended to these minutes are 8 sheets:

- Suffolk County Council report from Robert Lindsay
- Babergh report from Alan Ferguson (2 sheets)
- Kersey Parish Council receipts and payments to date (2 sheets)
- Kersey Parish Council finance sheet for 22 January 2018
- Kersey Parish Council Powers for the Budget Items
- Kersey Parish Council budget and precept for 2018/19

Cutting of free school buses and post 16 travel subsidy

The revised proposal to cut school buses, which I am opposed to, as is my group, is out for consultation which closes at the end of Feb. I am attending a meeting held by Thurston School on this on Feb 1st.

Plastic bottle deposit return Scheme

At the last full council on December 7th I am pleased to say I received unanimous support for a motion I seconded which asked the council to back Government plans for this and for Suffolk to be a pilot project. Single use plastic

Nursery funding in Suffolk – county to pass on an extra £1m

I'm delighted to report that the county has partially listened to opposition voices (including mine) on this issue. Back in October I and other opposition councillors backed a motion calling for the county to pass on more of the cash it receives from central Govt for supporting nursery schools. It currently retains 6.8% (amounting to £2m). It meant people running nurseries had just £3.87 an hour. This was voted down by the Conservative administration after cabinet members said they needed the money for administrative purposes. However there is now a proposal before the schools forum this week to retain just 3.8% of the funding. If approved, this will allow the base rate payments to nursery providers for 3-4 year olds to increase from £3.87 an hour to £4. Because the county is retaining less, it is proposing to cut the telephone service it offers nursery providers by encouraging a move to online communication.

Citizens Advice - £20k funding cut and CAB in Hadleigh

The cabinet is aiming to cut £20,000 from Citizens Advice Bureau across the county as part of their plan to meet a £27m budget gap. Every £1 invested in CAB services generated £1.96 in savings to government and public services last year, according to a national study. There is growing demand for the CAB's services. Mid Suffolk CAB in Stowmarket saw 12% growth in clients requesting help last year. So this cut makes no sense. Both I and my group will be making this plain to the cabinet and full council. Meanwhile I have provided £300 for Sudbury and district CAB to do two "outreach" sessions this year in Hadleigh.

Cycling and walking strategy

At last week's meeting of the Care, Wellbeing and Health cabinet committee, at my urging, the committee agreed to recommend that the cabinet commit to funding a proportion of the local transport budget every year for improving cycling and walking infrastructure, also to appoint a "cycling champion" at cabinet level. However I have yet to see the minutes and there is many a slip twixt cup and lip.

Kersey signs down

I reported this in November, via social media for maximum impact. I then chased again in the new year and have been told there is no money for repairing signs that are non essential and this repair awaits funding. The community warden tells me the parish council are not "permitted" to repair the sign themselves and must hire Highways to do it. I am checking why this is so.

DISTRICT COUNCILLOR'S REPORT FOR KERSEY PARISH COUNCIL

MONDAY 22nd JANUARY 2018

Introduction

It would be an understatement to say that a lot of things have gone on in Babergh since my last report. Perhaps the most high profile issue was a Motion raised by Opposition members, with some Conservative support, to demand a second referendum before taking any decision/recommendation on the merger of Babergh and Mid Suffolk District Councils.

This was heard at a full Babergh Council Meeting on 19th December when the Leader of the Council (Jennie Jenkins) resigned just before a motion was debated to remove her as Leader of Babergh DC. Had it gone to the vote, she would have been removed by a combined vote of Opposition and disenchanted Conservative Members. Legal arguments were deployed to prevent the election of a new leader that night and an Extraordinary Council Meeting was convened for 4th January 18 to elect a new Leader.

I will brief verbally on this process and the events that led up to the election of Cllr John Ward as the new Leader of Babergh DC and my current position as an Independent member of the Conservative Administration..

Public Access

I need to correct a previous incorrect statement concerning the new drop in locations for the electorate post closure of Corks Lane. I was led to believe that people who required face to face contact with Officers in Babergh had the option of going to Sudbury or Endeavour House in Ipswich. This is **not** the case as the facility has not been provided in Endeavour House. I do not believe that this is an acceptable solution to the less IT literate (mainly older) members of the electorate but I will track the levels of concern that become evident and respond accordingly.

Boundary Commission

The Boundary Commission for restructuring the current Babergh Ward pattern will produce its final recommendations on 6th February 18 when the implications will then be debated by the full Council. As I understand it, the Boundary Commission's recommendations will be agreed by the Secretary of State for implementation at the next local elections in May 2019. I fully expect the number of District Councillors to come down from 43 to 32 and if I stand again and if I am re-elected, sadly, Kersey will no longer be part of my Ward.

Public Sector Housing

Following the completion of 12 additional public sector properties in Lavenham in 2017, 15 additional houses are due to be occupied in Glemsford in 2018 with a further 34 (approx.) flats becoming available in Hadleigh following the refurbishment of Angel Court. I am currently not able to provide any further details of this particular project. Babergh also continues to buy suitable properties on the open market to increase the supply of Council owned houses. All in all, this is a good news story.

Private Sector Housing

Work has now started on the McCarthy Stone retirement development in Hadleigh (the old so called Tesco site). As a reminder, the plan is for 35 one/two bedroom flats and 28 two/three bedroom chalet bungalows. McCarthy Stone expect to start selling off plan in February 2019. This is a development that has the potential to allow older house owners (55 minimum age limit for the development) to sell larger houses and move to more suitable accommodation.

I will continue to track and give advice on any decision to appeal the approval to build the 7 houses behind 1-6 The Street – on heritage grounds. I spoke and voted against the development as a member of the Planning Committee.

Merger of Babergh & MSDCs

Thank you again for letting me have your feedback on the merger option. Like you, I have reservations that need to be addressed before we move forward. I am pleased to say that we have been successful in that another referendum has been promised to ascertain the level of public support for merger. I acknowledge that much has changed in the 6 years since we last asked the people of Babergh to give their views. This will be explained in a business plan that is now being drawn up by the Chief Executive and his staff.

The process will now be a referendum (which I would expect/hope to be completed before the middle of the year). If the vote is in favour of merger, the decision must be agreed by a majority of Babergh Councillors before it can be submitted to the Secretary of State as a **recommendation**. Only he can take the final decision and I would not now expect this to happen before 2020

Disposal of Corks Lane Buildings

I was briefed on the disposal **recommendation** for the Corks Lane facility on Friday 12th January 18. In a nutshell there is no appetite/interest for an office or hotel commercial solution for the Corks Lane site. This leaves the single option of a housing development. Assuming that it happens, the listed buildings will be retained, and some of the 1980s extension (including the Council Chamber) will be recommended for demolition. If the current outline plan is approved (lot of water to go under the bridge before that happens) we are likely to have 50+ flats/houses built there. As part of that process, the Council will have to decide if it is prepared to take the risk and develop the site itself with the expectation of profit, or whether it should just be sold off. The key is to ensure that whatever solution is finally approved, it is viable in terms of a suitable return for Babergh DC. That is our responsibility to Babergh residents.

Alan Ferguson

tel: 01449 741542 or 0797 407 5430

22nd January 2018

KERSEY PARISH COUNCIL
1 April 2017 - 31 March 2018

Printed on 11/01/2018

RECEIPTS

Date	Credit ref	Detail	Precept	KCPC	Footpath	Other Receipts	VAT	Total Receipts	Sub total
1-Apr-17		Balance brought forward		£ 2,453.66	£ 2,035.35	£ 9,520.72		£ 14,009.73	
3-Apr-17	Direct C	Babergh 50% Precept	£ 3,670.00					£ 3,670.00	£ 17,679.73
16-May-17	Direct C	Screen Suffolk - photo shoot				£ 50.00		£ 50.00	£ 17,729.73
22-Sep-17	Direct C	SCC - Footpath mowing			£ 207.70			£ 207.70	
25-Sep-17	Direct C	Babergh 50% Precept	£ 3,670.00					£ 3,670.00	£ 21,607.43
2-Nov-17	Direct C	SALC - Transparency Grant				£ 311.04		£ 311.04	
13-Nov-17	Direct C	Kersey Mill - donation				£ 500.00		£ 500.00	
13-Nov-17	100107	KCPC quiz income		£ 1,001.00				£ 1,001.00	£ 23,419.47
1-Dec-17	100108	Footpath sale of old DR mower			£ 20.00			£ 20.00	
4-Dec-17	Bank	Bank interest 4 Sept-3 Dec				£ 2.98		£ 2.98	
27-Dec-17	Direct C	HMRC VAT repayment					£ 608.62	£ 608.62	£ 24,051.07
			£ 7,340.00	£ 3,454.66	£ 2,263.05	£ 10,384.74	£ 608.62	£ 24,051.07	

KERSEY PARISH COUNCIL
1 April 2017- 31 March 2018

Printed on 11/01/2018

PAYMENTS

Date	Cheque No	Detail	General Admin	Clerk's Salary & Staff Costs	Training/ external meetings	Street Lighting	KCPC	Footpath	S137	Other Payments	VAT	Total Payments	Sub total
15-May-17	101131	c SALC - Annual Subscription	£ 173.71									£ 173.71	
15-May-17	101132	c Suffolk.cloud - website hosting	£ 100.00									£ 100.00	
15-May-17	101133	c WJ Green - KCPC					£ 46.50				£ 9.30	£ 55.80	£ 329.51
10-Jul-17	101134	c N Blyth - Footpath exp						£ 4.83			£ 0.97	£ 5.80	
10-Jul-17	101135	c S Partridge - Clerk's salary		£ 1,036.53								£ 1,036.53	
10-Jul-17	101136	c S Partridge - Home working exp	£ 52.00									£ 52.00	
	101137	x cheque cancelled										£ -	
24-Jul-17	101138	c Kersey Playing Field Assoc								£ 42.00		£ 42.00	
24-Jul-17	101139	c Ernest Doe - Footpath mower						£ 729.17			£ 145.83	£ 875.00	£ 2,340.84
21-Aug-17	101140	c BDO - External audit	£ 100.00								£ 20.00	£ 120.00	£ 2,460.84
11-Sep-17	101141	c MR Sargeant - Glebe hedgecut								£ 70.00	£ 14.00	£ 84.00	
11-Sep-17	101142	c S Partridge - Clerk's salary		£ 1,036.53								£ 1,036.53	
11-Sep-17	101143	c S Partridge - Home working exp	£ 52.00									£ 52.00	
11-Sep-17	101144	c S Partridge - Clerk's exp	£ 7.09								£ 1.41	£ 8.50	
11-Sep-17	101145	c Kersey Village Hall - hire	£ 45.00									£ 45.00	
11-Sep-17	101146	c Came & Company - insurance								£ 331.76		£ 331.76	£ 4,018.63
11-Oct-17	101147	c Playsafety Ltd - RoSPA insp								£ 84.00	£ 16.80	£ 100.80	
11-Oct-17	101148	c SALC - Training Clerk			£ 16.00						£ 3.20	£ 19.20	£ 4,138.63
13-Nov-17	101149	c Lennys - KCPC quiz food					£ 405.81					£ 405.81	
13-Nov-17	101150	c Kersey Village Hall - KCPC quiz					£ 40.00					£ 40.00	
20-Nov-17	101151	c St Mary's Church PCC								£ 400.00		£ 400.00	
20-Nov-17	101152	c SALC - Training Clerk			£ 22.00						£ 4.40	£ 26.40	
20-Nov-17	101153	c S Partridge - Clerk's exp		£ 31.71								£ 31.71	£ 5,042.55
			£ 529.80	£ 2,104.77	£ 38.00	£ -	£ 492.31	£ 734.00	£ -	£ 927.76	£ 215.91	£ 5,042.55	

£ 4,826.64

**KERSEY PARISH COUNCIL
FINANCE**

Details for Parish Council Meeting, 22 January 2018

Bank Balances At 31 December 2017

Business Premium Account	£17,633.89
Current Account	£1,374.63
	£19,008.52

Transfers between Business Premium and Current account since the last meeting

None

Income received since the last meeting

02-Nov-17 SALC - Transparency Grant	£311.04
13-Nov-17 Kersey Mill - donation	£500.00
13-Nov-17 KCPC quiz income	£1,001.00
	£1,812.04

Payments made since the last meeting

<u>Date</u>	<u>Chq no.</u>	
	None	
		£0.00

Payments Due

<u>Chq no.</u>		
101154	WJ Green- KCPC mower service	£123.63
101155	S Partridge - Clerk's Salary	£1,036.53
101156	S Partridge - Clerk's home working exp	£52.00
		£1,212.16

Expenditure Agreed

Prepared by the Clerk for Kersey Parish Council

Kersey Parish Council Powers for Budget Items

Post/Tel/Stationery/copier cartridge	LGA 1972 s150 & S111
Clerk's working from home exp	Local Government (Financial Provisions) Act 1963 s5
Hall Hire:Parish Council	LGA 1972 Sch 12 & LGA 1972 s150
Annual Parish Meeting	LGA 1972 Sch 12 & LGA 1972 s150
Footpath Group	LGA 1972 Sch 12 & LGA 1972 s150
SALC subscription	Local Government Act 1972 s143
Community Action Suffolk subscription	Local Government Act 1972 s111
Suffolk Preservation Society subs	Local Government Act 1972 s111
Audit	Accounts & Audit Regulations 2015
ICO Data Protection registration	LGA 1972 s150
To have a website	LGA 1972 s142
Clerks Salary	LGA 1972 s112
Travel Expenses to training/meetings	LGA 1972 s111
Training/External Meetings	LGA 1972 s111 and LGA 1972 s145
Street Lighting	Parish Councils Act 1957 s3 & Highways Act 1980 s301
Parish Council Insurance	LGA 1972 s140, 140A, s145 & s150, LGA 2000 s101
Glebe Insurance	LGA 1972 s140, 140A, s145 & s150
Hedge Cut - The Glebe	Local Government (Miscellaneous Provisions) Act 1976 s19
Playground Safety Inspection	Local Government (Miscellaneous Provisions) Act 1976 s19
St Mary's Church - Clock	Parish Councils Act 1957 s2
St Mary's Church - Churchyard	Local Government Act 1972 s214
St Mary's Church - Newsletter	Local Government Act 1972 s142
Defibrillator & VETS	Public Health Act 1936 s234 (power to provide life saving appliances)
Parish Council election costs	Representation of the People Act 1983 (as amended) s36
Church Walk future maintenance	Highways Act 1980 s43, 50
Dog Litter Bin emptying charge	Litter Act 1983 s5 and s6
Maintaining/tidying Open Spaces	Open Spaces Act 1906 s9 & 10
Repair of benches	Parish Councils Act 1957 s1
Repair of street sign	Road Traffic Regulations Act 1984 s72
Repair to Carved Oak village sign	LGA 1972 s 144
Purchase laptop and office equipment	LGA 1972 s150
KCPC Working Group	Local Government (Miscellaneous Provisions) Act 1976 s19
Footpath Working Group	Highways Act 1980 s43, 50
Footpath map reprinting	LGA 1972 s142 (the provision of information).
Diamond Jubilee Working Group	LGA 1972 s145 provision of entertainment and support of arts inc celebrations
Good Neighbour Scheme	LGA1972 s137
To promote village Organisations	LGA 1972 s142
Nightingale Trust (Bore Hole Grant)	Small Holdings & Allotments Act 1908 s23
Adopt the telephone kiosk	Local Government Act 1972 s111
For other things not covered by powers but of benefit to community	Usually LGA 1972 s137 This power is capped based on the number of electors. It is considered as a power of last resort. For the financial year ending 31 March 2018 £7.57 per elector. 297 registered electors at 1 Dec 2017 making total available £2248.29

updated December 2017

Final agreed budget/precept for 2018/2019
Agreed 22 Jan 18, minute ref 17/18

KERSEY PARISH COUNCIL
Budget to 31 Mar 2018 and Precept for 2018/2019

VAT not included in budget figures	2017/18	2017/18	2017/18	2017/18	2018/19	
	Budget/ Precept 2017/2018	Actual to 31 Dec 2017	Estimated balance to 31 March 2018	Estimated total to 31 March 2018	Budget/ Precept 2018/2019	Notes: Assume 3% increase unless known budget estimate amount
Parish Council						
Post/Tel/Stationery/copier cartridge	£135.00	£7.09	£127.91	£135.00	£135.00	
Clerk's working from home exp	£208.00	£104.00	£104.00	£208.00	£208.00	£4/week
Hall Hire:Parish Council 11 @ £5	£50.00	£35.00	£30.00	£65.00	£55.00	
Annual Parish Assembly @ £10	£10.00	£10.00	£0.00	£10.00	£10.00	
SALC subscription	£172.98	£173.71	£0.00	£173.71	£180.00	
External Audit	£100.00	£100.00	£0.00	£100.00	£100.00	External audit fees for 17/18 to 21/22 £200 unless exempt
Data Protection	£35.00		£35.00	£35.00	£188.00	ICO reg £38, new GDPR enforced May 2018 DPO Yr 1 £150, Yr 2 £50
Website hosting	£100.00	£100.00	£0.00	£100.00	£100.00	Used to be free with SCC, SCC withdrew service, now with Suffolk.cloud
Sub total for Admin	£810.98	£529.80	£296.91	£826.71	£976.00	
Clerk's Salary & Staff Costs	£4,150.00	£2,104.77	£2,150.00	£4,254.77	£4,915.00	Heading amended Oct 17 to inc staff costs ie mileage, overspend to come from training/external mtgs budget. SCP27 17/18 £12.564/hr. 18/19 Clerk Salary £4665, GDPR hours 12 approx £150, mileage £100
Training/External Meetings	£250.00	£38.00	£212.00	£250.00	£250.00	LCPAS whole cl £120, Cllr £110, Clerk netwk x2 £20, others £50
Street Lighting	£210.00	£0.00	£210.00	£210.00	£225.00	
Parish Council Insurance	£500.00	£331.76	£0.00	£331.76	£340.00	Oct 17 new 3 year Long term agreement with Came & Co
Glebe Insurance	£50.00	£42.00	£0.00	£42.00	£50.00	
Hedge Cut - The Glebe	£83.00	£70.00	£0.00	£70.00	£80.00	
Playground Safety Inspection	£85.00	£84.00	£0.00	£84.00	£87.00	
Dog Litter Bin emptying charge	£45.00		£45.00	£45.00	£45.00	
St Mary's Church	£400.00	£400.00	£0.00	£400.00	£420.00	18/19 split £265 Churchyd £110 Nletter £45 Clock (last increased Nov 2017)
Defibrillator & Village Emergency Tel	£226.00		£226.00	£226.00	£135.00	CHT memb'shp inc Defib managed solution £135, VETS £100 (18/19 reduced by £100 funded from Defib & VETS reserve)
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	£200.00	18/19 Reduced by £100 to cover GDPR additional cost for year 1.
Adjustment to round precept	£0.02		£0.00	£0.00		
Precept	£7,340.00	£3,600.33	£3,669.91	£7,270.24	£7,953.00	Precept for 2018/19 £7953 / Tax base 180.98 = £43.94 for a band D property. Budget approved 22 Jan 18 minute ref 17/18
Transparency Fund Grant	£311.04					£211.08 staff hours, £99.96 website hosting
Other PC income	£552.98					£50 Filming donation, £500 Kersey Mill donation (added to Defib & VETS reserve), £2.98 Bank interest
PC Income	£8,204.02					
Agreed spending from PC reserves:		£729.17			£100.00	Defibrillator costs funded from Defib and VETS reserve FP reserve - new mower
	£8,204.02	£4,329.50	£3,669.91	£7,270.24	£8,053.00	Total Budget
KCPC	£967.00	£492.31	£474.69	£967.00		KCPC Income 17/18 - Estimated £820.00. Actual £1001.00 Footpath Income 17/18 - Estimated £415.40. Actual £227.70 Millennium Book Fund Income 17/18 - Est £2.80. Actual £
Footpath	£282.00	£4.83	£277.17	£282.00	Spent £729.17 on new mower from FP reserves	
Millennium Book Fund	£0.00		£0.00	£0.00		
Total actual spend		£4,826.64				
Reserves (Cash at Bank)	At 1.4.17			Estimated at 31.3.18		
KCPC Working Group (Ring fenced)	£2,453.66					VAT repayment 2017/18 £611.77 Actual £608.62 Couldn't claim £3.15 as no VAT number/supplier address.
Footpath Working Group	£2,035.35			£1,306.00		
Defib & VETS reserve	49.06					Precept for 2017/18 £7340 (approved 16 Jan 17 min ref 15/17) Tax base 183.47 = £40 for a band D property
Election costs reserve	£812.50			£837.50		
Church Walk Maintenance Reserve	£1,430.00			£1,560.00		
Training reserve	£285.69					
Footpath Map printing reserve	£113.50			£188.50		Precept for 2016/17 £6,786 plus CTax Support Grant £43.08
Fixed Asset Reserve	£1,145.82					Tax Base 181.25 = £37.44 for a band D property
Council Tax Support grant money	£729.50					Budget approved 25 Jan 16 minute ref 18/16
General Parish Council Reserve	£4,954.65					
	£14,009.73					
Millennium Book Fund Account	£2,844.75					Precept for 2015/16 £6,700 plus a CTax Support Grant £86.17 Tax Base 180.31 = £37.16 for a band D property
General PC reserves - advice is to hold between 6-12 months gross expenditure (£5,000 - £10,000) General PC reserves vary from year to year partly due to VAT being paid one year and reclaimed the following year.						