

**MINUTES OF KERSEY PARISH COUNCIL EXTRAORDINARY MEETING  
HELD ON MONDAY 16 DECEMBER 2019  
IN KERSEY VILLAGE HALL AT 7 PM**

**PRESENT**

John Hume – Chair, Penny Calnan, Dave Finch, Pascoe Gibbons, Kevin Pratt Andrew Rogers,  
2 members of the public and the Clerk – Sarah Partridge

**200/19 APOLOGIES** – Apologies were received and accepted from Philippa Harris.

**201/19 ACCEPT MEMBERS' DECLARATIONS OF INTEREST** – None.

**202/19 CONSIDER ANY DISPENSATION REQUESTS FOR PECUNIARY INTERESTS  
RECEIVED FROM COUNCILLORS** – None received.

**203/19 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 18 November 2019 were signed and dated as being correct.

**204/19 PARISH TIME - AN OPPORTUNITY FOR PARISHIONERS TO BRING MATTERS  
TO THE ATTENTION OF THE COUNCIL** – None.

**205/19 PLANNING APPLICATIONS**

a) Progress:

**DC/19/04443 Holtons, Uplands, Kersey, Ipswich Suffolk IP7 6ER**

Proposal: Planning Application - Change of use and conversion of agricultural barns to 1no. dwelling.  
Babergh granted permission on 6 December 2019.

**DC/19/04446 Holtons, Uplands, Kersey, Ipswich Suffolk IP7 6ER**

Proposal: Planning Application - Erection of 1no. dwelling and cartlodge (following demolition of  
existing dwelling). Babergh granted permission on 6 December 2019

b) To consider planning applications received: None received

**206/19 TO CONFIRM PRECEPT AMOUNT FOR 2020/2021 AND SIGN FORMS**

Councillors all had a copy of the draft budget as agreed at the last meeting. Babergh has now confirmed the tax base for 2020/2021, this will be 182.02, a 2.1% change from last year. There were no proposals for any changes to the draft budget. The total budget will be £8,816. It was agreed to use £100 from the Defibrillator and VETS reserve during the year. The increased budget is partly due to the contested election held in May, increased staff costs and playground maintenance costs.

Councillors resolved to request a precept of £8,716.00 from Babergh. The precept request form was duly completed and signed by Councillors and the Clerk. The Kersey element of the council tax for a band D property for 2020/21 will be £47.88 (previous year £44.83), this is an increase of £3.05 or 6.8%. Copy of the budget sheet appended.

**Kersey Parish Council 2020/21 budget and precept**

Administration	£748.00
Clerk's Salary & Staff Costs	£5,400.00
Training/External Meetings	£250.00
Street Lighting	£275.00
Parish Council Insurance	£370.00
Glebe Insurance	£50.00
Hedge Cut - The Glebe	£80.00
Playground Safety Inspection	£90.00
Dog Litter Bin emptying charge	£48.00
St Mary's Church	£420.00

Defibrillator & Village Emergency Tel	£215.00
Chairman's Allowance	£0.00
Election costs	£165.00
Church Walk future maintenance	£130.00
Footpath Map printing reserve	£75.00
Mowing The Glebe	£100.00
Contingencies	£300.00
<b>Total Precept</b>	<b>£8,716.00</b>
Agreed spending from PC reserves:	£100.00
<b>Total Budget</b>	<b>£8,816.00</b>

## 207/19 REPORT FROM OTHER MEETINGS

### Police and Parish Forum

Penny Calnan attended this meeting and felt it was beneficial to attend. Penny was able to speak to the local police officer and the Parish Council can follow up any queries via email. Crimes must always be reported via 101, 999 or using the on-line reporting tool as relevant. The officer was not aware of the recent drone report. The police are going to follow up on our speeding concerns, initially they will use wires across the road to assess the situation. Regarding our highway safety concerns at the A1141 crossroads. It is possible to erect signs suggesting 40 is a maximum speed, our County Councillor may have funds to pay for this. Rural burglaries have been on the increase in small villages in outbuildings and dwellings. There is no County Lines drug evidence in our area.

The three areas the police are concentrating on this month in our area are:

- 1) Anti-social behaviour in Hadleigh - this appears to be a new group
- 2) Anti-social behaviour in Copdock - police operation is currently active
- 3) Rural burglaries

### SALC Babergh Area Forum

No Councillors were able to attend this meeting. Attendance is generally poor from all Parish Councils. SALC is looking at ways to improve attendance by changing the format of the meeting. One idea is to combine these Area Forums with Babergh Parish Liaison meetings. The notes of this meeting area available on the SALC website, the link has been circulated to Councillors.

## 208/19 ANY OTHER BUSINESS - AN OPPORTUNITY FOR COUNCILLORS TO BRING MATTERS TO THE COUNCIL'S ATTENTION

The Chair said the Housing Needs Survey agenda item was important and needed enough time to be considered properly. It will be included on the agenda for the next ordinary Parish Council meeting on 3 February 2020.

It was suggested the Parish Council should consider ways to keep residents informed about matters such as items arising from the Police and Parish Forum meetings or the recent Babergh Christmas waste calendar information which was issued too late to be included in the December Kersey Newsletter. It was felt it would be good to be able to be proactive rather than reactive to problems and passing on information. It was agreed to include an agenda item to consider the best ways to disseminate information to residents at the next meeting.

A Councillor raised a concern that a new 'No HGV' sign has been erected on one of the roads leading into Boxford. They felt that this might lead to more HGV traffic coming through Kersey.

The grit bin application has just been approved following an appeal. The Parish Council can now install a timber grit bin with a lid, which will ensure the grit is not wasted or cause unnecessary pollution, on Church Hill in place of the existing open timber grit bin. Once installed the Parish Council will need to notify the County Council so it can be filled.

There being no further business the meeting closed at 7.35pm.

There is one item appended to these minutes:

Kersey Parish Council Budget and Precept 2020/2021

**KERSEY PARISH COUNCIL**  
**Budget to 31 Mar 2020 and Precept for 2020/2021**

VAT not included in budget figures	2019/20	2019/20	2019/20	2019/20	2020/21	
Parish Council	Budget/ Precept 2019/2020	Actual to 10 Dec 19	Estimated balance to 31 March 2020	Estimated total to 31 March 2020	Budget/ Precept 2020/2021	Notes:
Post/Tel/Stationery/copier cartridge	£135.00	£79.73	£55.27	£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 12 @ £5	£60.00	£30.00	£30.00	£60.00	£60.00	
Annual Parish Assembly @ £10	£10.00	£10.00	£0.00	£10.00	£10.00	
SALC subscription	£180.00	£178.87	£0.00	£178.87	£185.00	
External Audit	£100.00	£0.00	£100.00	£100.00	£0.00	External audit fees for 17/18 to 21/22 £200 unless exempt (£200 in reserve)
Data Protection	£35.00	£35.00	£0.00	£35.00	£40.00	ICO reg currently £5 discount for DD payment
Website hosting	£100.00	£100.00	£0.00	£100.00	£110.00	Suffolk.cloud inc £10 fee for security certificate
<b>Sub total for Admin</b>	<b>£828.00</b>	<b>£537.60</b>	<b>£289.27</b>	<b>£826.87</b>	<b>£748.00</b>	
Clerk's Salary & Staff Costs	£4,905.00	£2,407.47	£2,497.53	£4,905.00	£5,400.00	19/20 new scale SCP20 £13.15/hr. Mileage £100. Inc element for extra hours
Training/External Meetings	£250.00	£0.00	£250.00	£250.00	£250.00	SALC whole Council 2hrs £220, Cllr £110, others approx £50
Street Lighting	£240.00	£0.00	£250.00	£250.00	£275.00	19/20 revised estimate is £250
Parish Council Insurance	£340.00	£346.73	£0.00	£346.73	£370.00	Oct 17 new 3 year Long term agreement with Came & Co
Glebe Insurance	£50.00	£0.00	£39.90	£39.90	£50.00	
Hedge Cut - The Glebe	£80.00	£0.00	£80.00	£80.00	£80.00	
Playground Safety Inspection	£87.00	£86.00	£0.00	£86.00	£90.00	
Dog Litter Bin emptying charge	£45.00	£0.00	£45.00	£45.00	£48.00	
St Mary's Church	£420.00	£420.00	£0.00	£420.00	£420.00	19/20 split £265 Churchyd £110 Nletter £45 Clock (last increased Nov 2017)
Defibrillator & Village Emergency Tel	£215.00	£126.00	£89.00	£215.00	£215.00	CHT memb'shp inc Defib managed solution £135, X2VETS £180 (19/20 reduced by £100 funded from Defib & VETS reserve)
Chairman's Allowance	£0.00	£0.00	£0.00	£0.00	£0.00	
Election costs	£25.00	£25.00	£0.00	£25.00	£165.00	Routine 4 yearly elections, contested May 2019 (costs shared with BDC £733) Full election costs £1,163
Church Walk future maintenance	£130.00	£0.00	£130.00	£130.00	£130.00	
Footpath Map printing reserve	£75.00	£0.00	£75.00	£75.00	£75.00	Build up reserve for reprint £75/year (approx 1,000 maps/yr)
Housing Needs Survey						
Mowing The Glebe					£100.00	
Contingencies	£300.00	£0.00	£300.00	£300.00	£300.00	
<b>Precept</b>	<b>£7,990.00</b>	£3,948.80	£4,045.70	£7,994.50	<b>£8,716.00</b>	<b>Precept for 2020/21 £8,716.00 Approved on 16 Dec 2019 Min ref 206/19</b>
						<b>20/21 Tax base 182.02 = £47.88 for a band D property, 6.8% increase.</b>
Other PC income	£48.24					Credit for inconvenience due to bank errors and bank interest
<b>PC Income</b>	<b>£8,038.24</b>					
Agreed spending from PC reserves:	£100.00	£0.00	£100.00	£100.00	£100.00	Defibrillator costs funded from Defib and VETS reserve
Parish Election costs		£707.79				Funded from election costs reserve
	<b>£8,138.24</b>	<b>£4,656.59</b>	<b>£4,145.70</b>	<b>£8,094.50</b>	<b>£8,816.00</b>	<b>Total Budget</b>
						<b>KCPC Income 19/20 - Estimated £820.00. Actual to date £1226.00</b>
						<b>Footpath Income 19/20 - Estimated £729.18. Actual to date £364.59</b>
						<b>Millennium Book Fund Income 19/20 - Est £7.00. Actual £</b>
<b>KCPC</b>	£4,017.00	£2,109.54	£1,907.46	£4,017.00		
<b>Footpath</b>	£382.00	£116.54	£265.46	£382.00		
<b>Millennium Book Fund</b>	£0.00	£0.00		£0.00		
Total actual spend		£6,882.67				Precept for 2019/20 £7,990 Approved 28 Jan 2019 Min ref 24/19
						19/20 Tax base 178.23 = £44.83 for a band D property.
						<b>Estimate</b>
<b>Reserves (Cash at Bank)</b>	<b>At 1.4.19</b>	<b>Added from budget</b>			<b>at 31.3.20</b>	Precept for 2018/19 £7953 (Budget approved 22 Jan 18 min ref 17/18)
KCPC Working Group (Ring fenced)	£3,624.61					Tax base 180.98 = £43.94 for a band D property
Footpath Working Group	£2,198.20					
Audit reserve	£100.00		£100.00		£200.00	
Defib & VETS reserve	£658.06					Precept for 2017/18 £7340 (approved 16 Jan 17 min ref 15/17)
Election costs reserve	£862.50		£0.00		£154.71	Tax base 183.47 = £40 for a band D property
Church Walk Maintenance Reserve	£1,690.00		£130.00		£1,820.00	
Training reserve	£334.19				£220.00	
Footpath Map printing reserve	£263.50		£75.00		£338.50	Precept for 2016/17 £6,786 plus CTax Support Grant £43.08
Fixed Asset Reserve	£2,293.15					Tax Base 181.25 = £37.44 for a band D property
Council Tax Support grant money	£729.50					
General Parish Council Reserve	£4,969.78					
	<b>£17,723.49</b>					Precept for 2015/16 £6,700 plus a CTax Support Grant £86.17
Millennium Book Fund Account	£2,855.08					Tax Base 180.31 = £37.16 for a band D property
General PC reserves - advice is to hold between 6-12 months gross expenditure (£4,706 - £9,412 (5 yr average)) General PC reserves vary from year to year partly due to VAT being paid one year and reclaimed the following year.						

**VAT repayment**  
2019/2020 £352.27