

**MINUTES OF KERSEY PARISH COUNCIL ORDINARY MEETING HELD ON  
MONDAY 18 NOVEMBER 2019 IN KERSEY VILLAGE HALL AT 7.30 PM**

**PRESENT**

John Hume – Chair, Penny Calnan, Dave Finch, Pascoe Gibbons (arrived late), Philippa Harris, Kevin Pratt, Andrew Rogers, 2 members of the public and the Clerk – Sarah Partridge. Leigh Jamieson attended for part of the meeting.

**164/19 APOLOGIES** – Pascoe Gibbons gave apologies that he would arrive late, these were accepted. Apologies were given for Robert Lindsay.

**165/19 ACCEPT MEMBERS' DECLARATIONS OF INTEREST** – None.

**166/19 CONSIDER ANY DISPENSATION REQUESTS FOR PECUNIARY INTERESTS RECEIVED FROM COUNCILLORS** – None received.

**167/19 REPORTS**

**Babergh District Councillor** – Leigh Jamieson gave his report. It is appended to these minutes. Leigh answered questions from the floor.

**Suffolk County Councillor** – A report from Robert Lindsay was read. It is appended to these minutes.

*Pascoe Gibbons joined the meeting.*

**168/19 PARISH TIME** – Nothing reported to the Parish Council.

**169/19 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 14 October 2019 were signed and dated as being correct.

**170/19 CLERK'S REPORT**

The hedge in Vale Lane was cut by Babergh without the need for the Clerk to chase this up. The grit bin application refusal has been appealed; a decision is awaited. After much chasing, the verges on Cherry Hill were eventually cut in September. The Clerk has written to the Cabinet Member for Highways to complain about the verge cutting in Kersey this year. A response to the Suffolk Rights of Way Improvement Plan was submitted by the Chair of the Footpath Working Group. The Clerk has been in contact with SCC Highways about a number of matters, reporting pot holes and other problems via the on-line reporting tool. The Village Emergency Telephone System (VETS) application for funding has been approved. This grant is for £400 and will cover the initial set up cost of £80 and most of the annual running costs of £180/year for the first two years. There is a small balance of £40 which will be due. In addition, the Parish Council will need to pay for a training session for all the volunteers, which will cost £180.00. The Parish Council now needs to contact all those who expressed an interest in supporting this system and confirm who the volunteers will be for each of the two options. The volunteers for option one (to collect the defibrillator and take it to the patient) need to live near to The Bell so there is no delay in getting the defibrillator to the patient. The volunteers for option two (other emergency where support is needed) can live anywhere in the Parish.

**171/19 CORRESPONDENCE**

All correspondence for the Parish Council has been circulated to Councillors. There are 7 items to note:  
a) 112 bus service - The Parish Council has received various email correspondence regarding the 112 Bus service subsidy cuts. The working party are looking at ways to save this bus service which has 12 regular users, it is thought that Kersey residents do not use this bus service. The 112 bus offers a return service between Hadleigh and Sudbury via Kersey, Bildeston and other villages. Departs from The Bell Inn, Kersey 9.40am and arrives at Sudbury Bus Station at 10.25am. Departs from Sudbury Bus Station 1.10pm and arrives at The Bell Inn, Kersey at 1.55pm. The working party are asking Parish Councils on

the route to consider making a financial contribution to subsidise this service. It was agreed that although it is a shame to lose this service the Parish Council cannot justify supporting a service not used by residents. Residents generally use the Hadleigh Community Transport bus to connect to Hadleigh if they need to use public transport.

b) 461 and 462 bus service – The Parish Council has been approached to see if it would like to provide financial support for this bus service when SCC subsidy is removed in 2020. The service runs between Bury St Edmunds and Hadleigh but it does not stop in Kersey, the closest it gets is Semer or Whatfield. It was agreed that the Parish Council would not offer financial support for this bus service because it does not serve Kersey.

c) SALC AGM Tuesday 26 November 2019 at Blackbourne Community Centre, Elmswell, IP30 9UH. The evening will commence with registration from 6.30pm for a 7.00pm start. Kevin Pratt offered to attend.

d) Change of name for Babergh to South Suffolk Council. The Parish Council is not in favour of a change of name. It would be an unnecessary waste of public money.

e) Babergh have recently announced their Christmas Waste collection calendar. It is available on their website. Bins will be emptied two days later for Christmas and New Year weeks and one day later the following week, before returning to normal collection days.

f) The Parish Council has received requests for donations from Citizens Advice in Sudbury and Headway in Suffolk. The Parish Council does not have any money set aside in the budget for donations to charities. It was agreed some years ago that it was up to individuals to make donations to charity and not something the Parish Council should do via taxation. It was agreed this policy would continue.

g) Hadleigh Dementia Action Alliance - Back in 2016 HDAA had their first Big Think which shaped their plan of activities. The Parish Council has received an invitation to Big Think 2 on Saturday 30 November, to share ideas and thoughts on how to make Hadleigh an even stronger dementia friendly community. The invitation had been shared with Councillors.

### **172/19 FINANCE**

a) A copy of the accounts to date and a financial statement, showing bank balances, receipts and payments for approval were tabled by the Clerk; these are appended to the minutes. All payments were approved.

b) Councillors reviewed actual spending against the budget, copy appended to the minutes.

c) Kevin Pratt confirmed the bank reconciliations had been correctly completed and verified against the cash book. He had signed the bank statements and bank reconciliation. Kevin had also met with the Clerk, in his role as Lead Councillor for Finance, and looked at the Parish Council finances and procedures to check everything was in order, which it was.

d) The Clerk tabled the insurance renewal confirmation and policy which confirmed the Parish Council insurance has been renewed until October 2020.

### **173/19 INTERIM INTERNAL AUDIT**

The Internal Auditor carried out an interim internal audit on 16 October, her report was tabled for Councillors to review. Everything was found to be in order.

### **174/19 PLANNING APPLICATIONS**

#### a) Progress

**DC/19/01834 Land South West Of, Vale Lane, Kersey, Suffolk**

Proposal: Outline Planning Application (all matters reserved)-Erection of up to 8no. dwellings with parking and access from a new shared driveway with a single access to Hall Road.

Babergh refused this application on 31 October 2019. The main reasons for refusal were that it would be contrary to various local policies, harm the special landscape area and cause harm to the Conservation Area.

b) Planning applications to consider – None received

**175/19 FOOTPATH WORKING GROUP - General report**

Kevin Pratt reported that footpaths are in reasonable order. Surface clearance work was carried out in the autumn to ensure paths were walkable for the winter. The hedge on path 10 will be cut back by the landowner when the weather allows. The Footpath Working Group met on 1 October. The dog bins are all being well used.

**176/19 KCPC WORKING GROUP - General Report**

The quiz night was well attended and raised £644.86. KCPC are most grateful for the generous support of the Hadleigh Thrift Shop, Partridges, Hollow Trees Farm Shop, Adnams, Carter Jonas and Good Move Removals for the raffle prizes. KCPC are investigating the cost of a basket swing which would be suitable for disabled children and it is planned to get three quotes to include installation. The total cost, including wheel chair friendly access is likely to be around £7,000. Funding will need to be found for this which is likely to include a CIL application. The RoSPA report contained no surprises. Quotes are being sought for repairs and partial replacement of posts on otherwise serviceable equipment. A well supported maintenance day took place on 27 October. Given all the work on the mower this year it will not be necessary for it to have a full service this winter but it will be checked over.

**177/19 TO CONSIDER WHETHER TO CONTRIBUTE TO THE SCHOOL EXPENSES FOR MOWING THE GLEBE**

The school have asked the Parish Council whether they would be willing to contribute to the costs of mowing The Glebe during the summer holidays when the school do not use The Glebe. An agreement was made many years ago between the Kersey Playing Field Association, who own The Glebe, and Suffolk County Council that Kersey School could use The Glebe for PE, games and playtime. Suffolk County Council agreed that in lieu of any rent payable by the school they would be responsible for mowing The Glebe. It seems that this agreement may not still be respected since it appears that the mowing of The Glebe is coming directly from the school budget and not from Suffolk County Council grounds budget. This needs to be checked. If the cost of mowing is no longer being paid directly by Suffolk County Council but is coming out of Kersey School's budget then it was agreed the Parish Council was willing to make a contribution towards mowing The Glebe during the summer holiday period. (*Power - Local Government (Miscellaneous Provisions) Act 1976 s19.*) Last year £401 was paid for 21 cuts at The Glebe. It was agreed later in the meeting when the budget was discussed to put aside £100.

**178/19 TO CONSIDER SPEEDING AND ROAD SAFETY IN THE PARISH INCLUDING THE A1141 CROSSROADS**

A response is awaited from the Police about what advice or support they can offer to detect and prevent speeding in the Parish. Penny agreed to attend the next Police and Parish Forum to bring this matter to their attention. A resident had contacted the Parish Council to highlight their concerns about speeding, particularly on Church Hill, their comments and suggestion had been circulated to all Councillors. Councillors considered the points raised including introducing a 20mph limit in Church Hill and The Street. A Councillor suggested that the speed of traffic on Mill Lane near to the entrance to the School and Church was more of a concern, particularly with children walking around the corner in the road, since there is no footpath. Councillors had not read the SCC criteria for 20 mph limits, which is available on the SCC website. The Clerk had an extract at the meeting which was considered. The SCC criteria requires current speeds on the roads to be at or below 24 mph, a depth of residential development and evidence of pedestrian and cyclist movements in the area and record of injury accidents in the last 5 years. There is also a matrix to help determine the necessity of lower speed limits. Using this matrix Church Hill would score between 56 and 90 points out of a maximum score of 170 points. In a Conservation Area 20mph zones are normally considered as there is less visual impact. A 20mph limit or a 20mph zone would require infrastructure, road painting, signs and build outs or speed humps, this would all have to be funded by the Parish Council. Councillors reluctantly agreed that Church Hill did not meet the criteria for a reduced speed limit, the cost of the associated highway infrastructure would be significant and reducing the limit would probably not alter the reckless

behaviour of some drivers. The situation will continue to be monitored. The Parish Council did not support the idea of an anonymous survey of some residents. The resident mentioned the Parish Plan and a 20mph speed limit and felt this should be removed from the Plan if there was no support. There is an action point in the Parish Action Plan to monitor and investigate a 20mph speed limit in the centre of the village. The Parish Action Plan records actions and priorities agreed at the beginning of the Plan. It is a living document which records progress of action points so it is not appropriate to remove points from the Action Plan. It was thought that some of the speeding culprits were parents of children at Kersey School. The Clerk will write a letter to the school asking parents to slow down when driving in the Parish, be considerate of others and highway safety, particular now daylight is shorter and to also park in safe locations.

#### A1141 Crossroads

Lindsey Parish Council had considered the proposals put forward by Kersey Parish Council at previous meetings. Lindsey PC agree that the main issue at the A1141 junction is poor visibility. They would support a joint letter being written to SCC highlighting the concerns about road safety at the A1141 junction, putting pressure on SCC to take action and mentioning the current inadequate signage which is faded. It was agreed to go ahead and write to the Cabinet Holder for Highways at SCC. Lindsey PC are not prepared to contribute financially to the cost of any works out lined by SCC (new signs and SLOW road markings) as it regards these as relevant matters for highway safety and the statutory responsibility of SCC and not a new request for signage and road markings by either Kersey or Lindsey PC. Lindsey PC are not in favour of installing a mirror opposite the junction. The Clerk had contacted Highways and they do not permit mirrors on the public highway. They do not endorse mirrors at all, although they are aware some people put them on private land for private use when leaving private driveways. In this location it would not be for private use but for use by any members of the public which Highways would not support and there may be an issue of liability if an accident occurs. Mirrors can also cause reflections at night and create a false image.

The Clerk had also contacted Highways about over grown hedges and trees near the highway. The ownership of hedges and trees near the highway are taken on a case by case basis. There are not set distances; legal boundaries have to be checked. The Highways Act only provides a power to legally act when trees are actually over hanging the carriageway. Highways has confirmed the trees/shrubs on the bank to the left of the A1141 junction, as you leave Kersey, belong to the landowner. It was agreed to write to the landowner to ask if they would cut back the lower branches to help provide better visibility at the junction. Lindsey PC support this action. Any residents concerned about overgrown hedges or trees encroaching on the highway should use the reporting tool on the SCC website. The new landowner of the bank to the right of the junction still plans to carry out more works to improve visibility at the junction.

#### **179/19 TO CONSIDER PROGRESS ON CREATING A PARISH INFRASTRUCTURE INVESTMENT PLAN (PIIP)**

Andrew Rogers spoke about some of the nine responses that had been received during the consultation. The main items suggested were improved disabled access to the village hall, solar panels on the village hall, improved recreational facilities at The Glebe including something like a basket swing which could be used by disabled children. These responses need to be incorporated into the PIIP. Andrew and the Clerk will work on this together. Further consultation needs to be done with the School, Church and The Bell, all of which are important assets in our community. Leigh Jamieson said he had contacts which might be able to help with green energy projects such as solar panels. It is likely these projects could attract CIL funding. Babergh can offer initial advice about projects before applications are submitted; 3 quotes for any work are needed to support CIL applications. It was suggested the village hall committee should contact Babergh for initial advice about their improvement projects.

#### **190/19 TO CONSIDER WHETHER KERSEY SHOULD CARRY OUT A HOUSING NEEDS SURVEY**

Penny and Philippa had carried out some initial investigations. The advice the Parish Council had received about Housing Needs Surveys in 2017 still stands. The information was given to all Parish

Councillors along with a sample survey. As yet they did not have any information about possible grants to fund a survey. It was agreed to put this item on the agenda of the extraordinary meeting on 16 December when it was hoped funding information would be available.

### **191/19 AGREE DATES FOR ORDINARY PARISH COUNCIL MEETINGS FOR 2020**

The following dates were agreed for Parish Council meetings in 2020. They are all on a Monday evening at 7.30pm in the village hall. If additional meetings are needed to consider urgent matters before the next ordinary meeting then an extraordinary meeting will be called.

3 February	Parish Council
2 March	Parish Council
6 April	Annual Parish Assembly + short Parish Council
11 May	Parish Council Annual Meeting
6 July	Parish Council
7 September	Parish Council
16 November	Parish Council

It was also agreed to hold an extraordinary meeting on 16 December to confirm the budget and set the precept for 2020/21. Philippa Harris gave her apologies for this meeting.

### **192/19 TO RECEIVE A REPORT FROM THE CLERK'S JOB APPRAISAL AND SALARY REVIEW**

The Chair had met with the Clerk on 14 October. The Chair reported that the Clerk has been in post for over 16 years and continues to make an invaluable contribution to the community. She is highly respected by Councillors for her local, legal and governance knowledge, organisational skills and attention to detail. Several new policies have been introduced during the year and future projects supported including the PIIP, VETS, completion of the Emergency Plan and KVG scheme. Development will continue with support from SALC and BDC. It was suggested to consider emailing agendas to Councillors and reducing the number of notices posted around the Parish. It was agreed to make no changes to the Clerk's salary, which remains SCP 20 (last year the pay scale was SCP27, however, a new pay scale was introduced in April 2019 due to the introduction of the national living wage and SCP 27 converted to SCP20) The Working from Home Allowance of £4.00 per week will continue to be paid. In the current year the Clerk is working significantly more hours per month than contracted. It was agreed to review hours worked in March and make provision to accommodate any adjustment before the end of the financial year.

### **193/19 TO CONSIDER COUNCILLORS RECEIVING MEETING SUMMONS AND AGENDAS VIA EMAIL**

There is provision in Standing Orders for meeting summons and agendas to be emailed to Councillors subject to agreement. All Councillors confirmed they are happy to receive meeting summons and agendas via email. Reducing the number of agendas posted on parish noticeboards was considered. There is a legal requirement to post notice of Parish Council meetings on only one noticeboard in the Parish. Notice of all meetings and agendas are always published on the Kersey website. Councillors were not aware whether residents look at Parish Council notices on all six noticeboards around the Parish. It was agreed to put a consultation note on all Parish Council meeting agendas posted on noticeboards to find out if they are read before making any decisions about reducing the number of notice boards used for Parish Council business.

*Leigh Jamieson gave his apologies and left the meeting.*

### **194/19 BUDGET AND PRECEPT 2020/2021 - CONSIDER BUDGET, INCLUDING INCOME AND RESERVES, SET PROVISIONAL PRECEPT**

Councillors all had a copy of the draft budget and precept for 2020/21. Estimates had been received for most budget items. Following discussion, it was agreed to increase the budget for staff costs and

election costs. It was also agreed to put in a provision of £100 to contribute towards mowing at The Glebe during the summer holidays. The total provisional budget for 2020/21 was set at £8,816. £100 would be taken from the Defibrillator and VETS reserve to cover some of those costs making a provisional precept of £8,716. Babergh have not yet issued tax bases for next year. Based on last year's tax base this would mean the Kersey element of the Council Tax for a band D property would be £48.90 a rise of £4.07 from last year. This would be a 9% increase. A copy of the provisional budget is appended to these minutes.

### **195/19 TO CONSIDER THE SUFFOLK COUNTY COUNCIL BOUNDARY REVIEW**

This consultation has been extended until 13 January 2020 due to the General Election. The Commission is minded to recommend that Suffolk County Council should have 70 councillors in the future. This is five fewer than the current number of councillors. This means new ward boundaries need to be made to accommodate 70 councillors. Kersey is in the Cosford Ward. Other parishes in the Cosford ward are: Aldham, Bildeston, Brent Eleigh, Brettenham, Chelsworth, Cockfield, Elmsett, Hitcham, Kettlebaston, Lavenham, Monks Eleigh, Nedging with Naughton, Preston St Mary, Semer, Thorpe Morieux, Wattisham and Whatfield. It was agreed 70 Councillors was appropriate but no recommendations were made for new ward boundaries. The Clerk will respond to this consultation.

### **196/19 TRAINING**

Information about training courses is regularly circulated to all Councillors. Philippa, Pascoe and Dave were reminded of their SALC new Councillor training at SALC offices on 23 and 30 November.

### **197/19 REPORT FROM OTHER MEETINGS**

SALC Babergh Area Forum 9 September – no attendance as this had clashed with the Parish Council meeting. Forum notes are available on the SALC website.

Police and Parish Forum 9 October – no attendance, minutes had been circulated to all Councillors.

### **198/19 FORTHCOMING MEETINGS**

Police and Parish Forum 4 December at Brantham – Penny Calnan to attend.

SALC Babergh Area Forum 2 December – Kevin Pratt to attend.

### **199/19 ANY OTHER BUSINESS – AN OPPORTUNITY FOR COUNCILLORS TO BRING MATTERS TO THE COUNCIL'S ATTENTION**

A Councillor commented that litter seemed to be worse around the Parish. The Chair commented that he was planning to arrange a meeting to launch the KVG later this month. This will help ensure volunteers are regularly patrolling the Parish collecting litter and reporting problems. The School had recently carried out a litter pick in the area surrounding the school. Thanks was offered to the children. A Councillor raised a concern that a drone was spotted circling in the Church Hill area recently. The person controlling the drone was spoken to and it appears they were not authorised; photographs were taken and the police notified. The Police confirmed they are aware of this person flying a drone in unauthorised locations.

There being no further business the meeting closed at 9.40pm.

Appended to these minutes are 7 pages:

Suffolk County Council report from Robert Lindsay

Babergh District Council report from Leigh Jamieson (2 pages)

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

Kersey Parish Council finance sheet for 18 November 2019

Kersey Parish Council Budget comparison sheet, provisional 2020/21 Budget and Precept

### **Cabinet reshuffle**

The cabinet member for finance Richard Smith has quit his post after what was reportedly a row over raising the council tax (he wanted a freeze). This triggered a reshuffle. Gordon Jones has moved over to take Cllr Smith's role at finance. That in turn meant Mary Evans has been moved to take Gordon Jones' role in charge of education. In turn Andrew Reid has been appointed cabinet member for Highways and transport in place of Mary Evans. Cllr Reid was chair of the pension committee.

### **School bus travel to be reviewed**

Mary Evans in her new role in charge of children and young people, issued an apology over the way the change to the school travel policy had been handled and said it would be reviewed by the head of the county's fire service Mark Hardingham. It is not clear however, whether this is a review of the whole policy or just of the way it was implemented. You will recall there were hundreds of appeals – there is still a huge backlog - and many children left not knowing whether they had a bus to their school at the start of term in September. Our group joined Labour to support a motion which asked for the policy to be modified to ensure an end to “split villages” and to ensure siblings still got free bus to their siblings school. This was voted down by the administration.

### **Public buses**

My one allowed question at full council in mid October was to the new cabinet member of highways Andrew Reid to ask if he could meet passenger groups for the three bus routes (the 112, 461/462 and 120) in my division under threat from subsidy withdrawal. He said that his inbox was being sorted currently and replies would be forthcoming. I have since followed up with an email request suggesting dates.

### **Health visitors**

Our political group has been approached by very concerned Suffolk health visitors who revealed that their numbers have been cut by 41 from 117 in the wake of a new in-house contract in the county which is £1m cheaper than the previous contract. Another of the changes is that 3 of the 5 mandatory visits to parents of children are no longer done by a qualified health visitor. We proposed a motion asking them to change this policy and ensure all visits were done by the same health visitor. This was also rejected.

### **Boundary Commission to shake up county ward boundaries (divisions)**

The Local Government Boundary Commission has said it is minded to cut the number of county councillors from 75 to 70. It is now moving to determining new boundaries, known as divisions. The review is expected to be completed by July 2020.

## District Council Report

### Babergh Name Change

The extraordinary council meeting planned for the 22<sup>nd</sup> October was cancelled at the request of Cabinet leader John Ward. Councillor Ward, who has been the main driver behind the name change, decided to withdraw the motion for now. It was felt that it was unlikely to get the 2/3 majority that would be required.

By withdrawing the motion the idea can be kicked into the long grass and resurrected at a later date. Councillor Ward is still keen on the idea and feels that the name change would be beneficial for the district, bringing it into line with the other districts in Suffolk. Cllr Ward said: "We have received valuable feedback both for and against the proposals over recent weeks that will help in our future discussions and we are extremely grateful for the free publicity we have received in the meantime, both nationally and internationally, that has helped people understand exactly where Babergh is located, and how to pronounce it!"

### Paperless council

The environmental task force that was set up after the July Climate Emergency motion has now sat for the first time. The first decision that has been made was to ensure we are digital first. Senior staff and councillors are being challenged to go paperless for council and committee papers. Distributing hard copies of these papers' costs more than £50,000 a year.

Having a digital first approach is an expectation that will also be an ask for all staff in their day to day roles and the council will continue to encourage residents to self-serve via the 24/7 resources available online. Our public council and committee meetings provide a great platform to set an example about how we work in a digital way.

The task force is a joint committee between Babergh and Mid Suffolk and is due to sit monthly until March.

### Parking Motion

During last Tuesdays council meeting a motion was put on notice to review the parking in the district. With continued housing growth planned for the area it was felt that a review of capacity will be needed and where any additional capacity should be placed. This is an important issue for the area and had already been raised with me by an Elmsett resident. As such all options should be looked at while working with our partners Suffolk County Council and the Town/Parish Councils.

However, concerns were raised by Robert Lindsay and the Green Party that extra capacity should not be the default setting and it is the level of capacity that should be considered. Before increasing the parking and ultimately the cars on the road we should be looking at what options are available to provide residents with a serious alternative to driving. This will include public transport and cycling, particularly for residents of the towns, who may not need to drive every time.

Robert, with the backing of all the other parties, including the Conservatives, amended the motion slightly to bring these alternatives to the forefront. This motion will now go before Cabinet for consideration.

### Community Infrastructure Levy funds handed out

Communities across Babergh and Mid Suffolk have received a £791,000 funding boost for local projects including a community gallery at Gainsborough's House in Sudbury, as well as a new car park and bus shelter.

Neighbourhood Community Infrastructure Levy (CIL) funding totalling £492,425 was collected between April and September this year and has now been handed over to 51 town and parish



councils across the districts to support local community projects. Two parish areas that are governed by a parish meeting also received funds to spend in their areas.

This year, both councils also approved bids to give a further £299,160 to seven local infrastructure projects funded through District CIL.

#### Free Swimming – Hadleigh, Sudbury & Stowmarket

Both councils extended their free swims offer during the October half term and plan to do this again during the Christmas holidays. This follows a successful summer take up, which saw thousands of under 17s take part, equating to more than 14,000 swims across the two districts.

Babergh and Mid Suffolk District Councils are extending their free swims offer for under 17s to help promote healthier and active lifestyles in the districts.

Free swimming will now be available during the Christmas holidays from 20 December to 5 January 2020 inclusive at the following centres:

- Kingfisher Leisure Centre, Sudbury
- Hadleigh Pool and Leisure
- Mid Suffolk Leisure Centre, Stowmarket
- Stradbroke Swimming Pool and Fitness Centre

New users in Babergh will need to sign up for an Abbeycroft Leisure Free Swimming Membership in order to claim their free swim.

**KERSEY PARISH COUNCIL**  
**1 April 2019 - 31 March 2020**

Printed on 14/11/2019

**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-19		Balance brought forward		£ 3,624.61	£ 2,198.20	£ 11,900.68		£ 17,723.49	
15-Apr-19	Direct C	Babergh 50% Precept	£ 3,995.00					£ 3,995.00	£ 21,718.49
2-May-19	bank	Credit for bank error inconvenience				£ 30.00		£ 30.00	£ 21,748.49
3-Jun-19	bank	Bank Interest 4 Mar-2 Jun				£ 9.13		£ 9.13	£ 21,757.62
2-Sep-19	bank	Bank Interest 3 Jun-1 Sep				£ 9.11		£ 9.11	
6-Sep-19	Direct C	SCC - Footpath mowing			£ 364.59			£ 364.59	
9-Sep-19	Direct C	Babergh 50% Precept	£ 3,995.00					£ 3,995.00	£ 26,126.32
6-Nov-19	100110	KCPC Quiz income		£ 1,126.00				£ 1,126.00	
6-Nov-19	101111	KCPC Quiz donation		£ 100.00				£ 100.00	
			<b>£ 7,990.00</b>	<b>£ 4,850.61</b>	<b>£ 2,562.79</b>	<b>£ 11,948.92</b>	<b>£ -</b>	<b>£ 27,352.32</b>	

KERSEY PARISH COUNCIL  
1 April 2019- 31 March 2020

Printed on 14/11/2019

**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
8-Apr-19	101203	c MW Nice Ltd - KCPC					£ 691.80				£ 138.36	£ 830.16	£ 830.16
13-May-19	101204	c Suffolk.cloud - website hosting	£ 100.00									£ 100.00	
13-May-19	101205	c SALC - Annual Subscription	£ 178.87									£ 178.87	
13-May-19	101206	c M Banks - KCPC fencing labour					£ 450.00					£ 450.00	
13-May-19	101207	c S Partridge - Clerk's exp	£ 79.73	£ 14.17							£ 14.56	£ 108.46	
13-May-19	101208	c MW Nice Ltd - KCPC					£ 19.64				£ 3.93	£ 23.57	£ 1,691.06
17-Jun-19	101209	c R&R(S Marsh)-KCPC mower repair					£ 305.17				£ 61.03	£ 366.20	£ 2,057.26
8-Jul-19	101210	K Pratt - Footpath exp						£ 69.45			£ 13.89	£ 83.34	
8-Jul-19	101211	c V Marsh - Footpath exp						£ 6.68			£ 1.33	£ 8.01	
8-Jul-19	101212	c S Partridge - Home work exp	£ 52.00									£ 52.00	
8-Jul-19	101213	c S Partridge - Clerk's salary		£ 1,196.65								£ 1,196.65	
29-Jul-19	101214	c Babergh - Parish Election costs								£ 732.79		£ 732.79	
29-Jul-19	101215	c R&R Garden M - KCPC mower					£ 61.79				£ 12.36	£ 74.15	£ 4,204.20
9-Sep-19	101216	c Kersey Village Hall - Hire	£ 40.00									£ 40.00	
9-Sep-19	101217	c WJ Green FP mower repair						£ 40.41			£ 8.08	£ 48.49	
9-Sep-19	101218	c S Partridge - Home work exp	£ 52.00									£ 52.00	
9-Sep-19	101219	c S Partridge - Clerk's salary		£ 1,196.65								£ 1,196.65	
9-Sep-19	101220	c Came & Company - insurance								£ 346.73		£ 346.73	
20-Sep-19	DD	d ICO - Data protection fee	£ 35.00									£ 35.00	£ 5,923.07
14-Oct-19	101221	c Playsafety Ltd - RoSPA insp								£ 86.00	£ 17.20	£ 103.20	£ 6,026.27
6-Nov-19	101222	Kersey Village Hall - KCPC					£ 40.00					£ 40.00	
6-Nov-19	101223	D Young - KCPC quiz raffle prizes					£ 99.99					£ 99.99	
6-Nov-19	101224	Lenny's - KCPC quiz food					£ 441.15				£ 88.23	£ 529.38	
6-Nov-19	101225	Community Heartbeat Trust								£ 126.00		£ 126.00	
												£ -	
			£ 537.60	£ 2,407.47	£ -	£ -	£ 2,109.54	£ 116.54	£ -	£ 1,291.52	£ 358.97	£ 6,821.64	

**KERSEY PARISH COUNCIL  
FINANCE**

**Details for Parish Council Meeting, 18 November 2019**

**Bank Balances At 31 October 2019**

Business Premium Account	£19,140.87
Current Account	£1,042.52
	<b>£20,183.39</b>

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

18-Sep-19	Transfer from BPA to current	£1,500.00
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**Income received since the last meeting**

02-Sep	Bank interest	£9.11
06-Sep-19	SCC Footpath mowing payment 1st cut	£364.59
09-Sep	Babergh second 50% precept payment	£3,995.00
06-Nov	KCPC Quiz income	£1,126.00
06-Nov	KCPC quiz raffle prizes donation from Hadleigh Thrift Sho	£100.00
		<b>£5,594.70</b>

**Payments made since the last meeting**

Date	Chq no.		
14-Oct-19	101221	RoSPA Playsafety - Playground safety inspection	£103.20
6-Nov-19	101222	Kersey Village Hall - Hire for KCPC quiz	£40.00
6-Nov-19	101223	D Young - KCPC quiz raffle prizes	£99.99
6-Nov-19	101224	Lenny's - KCPC Quiz food	£529.38
6-Nov-19	101225	CHT - Defibrilator annual support charge	£126.00
			<b>£898.57</b>

**Payments Due**

	Chq no.		
	101226	St Mary's PCC	£420.00
			<b>£420.00</b>

Expenditure Agreed .....

Prepared by the Clerk for Kersey Parish Council

**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 Nov 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	£0.00	£420.00	£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>	£3,528.80	£4,465.70	£7,994.50	<b>£8,716.00</b>	<b>Precept for 2020/21 £</b> <b>Approved on</b> <b>Min ref</b>
						<b>20/21 Tax base = £</b> <b>for a band D property.</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>£4,236.59</b>	<b>£4,565.70</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		£6,462.67				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