

**MINUTES OF KERSEY PARISH COUNCIL ORDINARY MEETING HELD ON
MONDAY 9 SEPTEMBER 2019 IN KERSEY VILLAGE HALL AT 7.30 PM**

PRESENT

John Hume – Chair, Penny Calnan, Dave Finch, Pascoe Gibbons, Philippa Harris, Andrew Rogers, 5 members of the public and the Clerk – Sarah Partridge. Leigh Jamieson attended for part of the meeting.

128/19 APOLOGIES – Apologies were received and accepted from Kevin Pratt. Robert Lindsay gave his apologies.

129/19 ACCEPT MEMBERS' DECLARATIONS OF INTEREST – None.

130/19 CONSIDER ANY DISPENSATION REQUESTS FOR PECUNIARY INTERESTS RECEIVED FROM COUNCILLORS – None received.

131/19 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.

132/19 PARISH TIME

It was asked when the verges on Cherry Hill will be cut? The Clerk confirmed they have been reported multiple times and she is continuing to chase this with SCC highways.

It was asked when Vale Lane hedge would be cut by Babergh. Leigh offered to follow this up if the Clerk gave him the details.

Anxiety was raised about the re-hallowing of the shrine in St Mary's Church which will encourage pilgrims to visit Kersey. This may put pressure on existing facilities in the parish such as accommodation, the pub and parking.

133/19 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 29 July 2019 were signed and dated as being correct.

Leigh Jamieson gave his apologies and left the meeting.

134/19 CLERK'S REPORT

The Clerk wrote to SCC about the subsidy cuts for rural bus routes. It has been confirmed the 112 bus will continue to be subsidised and run on a Tuesday and Thursday morning from Hadleigh, via Kersey to Sudbury return until June 2020. The 971 bus from Hadleigh to Colchester will continue on a commercial basis, following a changed route. The fares will increase in September from £31.50/week to £36/week. The Clerk has repeatedly reported the uncut verges on Cherry Hill and our County Councillor Robert Lindsay has added his support. Notification has been received that the contractor will return to cut the verges missed in June for Cherry Hill, Vale Lane, Water Lane and The Tye.

The Clerk has reported various potholes to SCC. Any residents noticing potholes are encouraged to report these directly to SCC via their website.

Rights of Way have repaired the hand rail and steps on the footpath opposite Kersey Mill.

The grit bin application for a grit bin on Church Hill has been rejected because the location is on a P2 gritting route. It was agreed to appeal this decision due to the unique circumstances making it necessary to have a grit bin on this hill.

135/19 CORRESPONDENCE

All correspondence for the Parish Council has been circulated to Councillors. There are 5 items to note:

a) The Parish Council has been invited to join a working party meeting to look into the continuation of the 112 Bus. No Councillors were available for the meeting. It was agreed to receive reports from the

working party. It was not known whether any parishioners use the 112 bus. The Hadleigh Transport Group bus which serves Kersey is regularly used by residents to get to and from Hadleigh. This was an important service which should be protected if it were ever under threat.

b) Suffolk Rights of Way Improvement Plan: Suffolk Green Access Strategy consultation had been circulated to all Councillors. Consultation closes on 20 September. The Footpath Working Group Chair will review this document and respond to the consultation. Councillors and individuals are also welcome to respond.

c) SALC review of governance arrangements and constitution. The Chair had reviewed this consultation and felt it was suitable and did not require any comments.

d) Babergh has issued a reminder of their forthcoming CIL Bid round (no 4) Applications for CIL funding can be submitted between 1st October -31st October

e) Babergh had given the Clerk the detailed cost breakdown for the contested Parish Council election in May. This information has been circulated to all Councillors and is appended to these minutes.

136/19 TO AGREE THE PARISH COUNCIL INSURANCE RENEWAL

The Clerk had received and circulated to Councillors further information from the insurance company about cyber and data security cover. There is some cover in our existing policy for internet and email and cover under the public liability and legal expenses sections. The cost of additional cyber and data security cover would be approx. £320. Having taken into account the limited amount of personal data the Parish Council holds and the existing cover it was agreed the additional cover was not necessary. The insurance renewal documents had been received and they include the revised asset values as agreed at the meeting in July. The Premium is £346.73. It was agreed to renew this policy.

137/19 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) The Chair confirmed the bank reconciliations had been correctly completed and verified against the cash book. The Chair had signed the bank statements and bank reconciliation.

d) The Barclays Bank mandate has been updated and new signatories added.

e) The remittance advice has been received from Babergh for the second half of the precept of £3995.00. This will be credited to the account in the next few days.

138/19 INTERIM INTERNAL AUDIT

The Clerk will liaise with the Internal Auditor for an interim internal audit to be carried out in October.

139/19 PLANNING APPLICATIONS

a) Progress

DC/19/02483 Ballyquirke, Kersey Farm, Hadleigh Road, Kersey Ipswich Suffolk

Proposal: Householder Planning Application - Erection of 3 No. sheds (following demolition of existing sheds) Babergh granted permission for this development on 8 August 2019.

DC/19/02409 River House, The Street, Kersey, Ipswich Suffolk IP7 6DY

Proposal: Planning Application - Erection of first floor extension and refurbishment and alterations as described in the schedule of works and design and access statement, and

DC/19/02410 River House, The Street, Kersey, Ipswich Suffolk IP7 6DY

Proposal: Application for Listed Building Consent - Erection of first floor extension and refurbishment and alterations as described in the schedule of works and design and access statement.

Babergh granted permission for both these applications on 3 September 2019.

DC/18/01829 Kersey Mill, Hadleigh Road, Kersey, Ipswich Suffolk IP7 6DP

Proposal: Full Planning Application - Erection of 2no. dwellings with cartlodge garages.

This application was refused planning permission by Babergh and was the subject of an appeal by the applicant. The appeal was dismissed by the planning inspector on 28 August 2019.

b) Planning applications to consider

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.

John Hume and Philippa Harris both declared they could be considered to have a predetermined view since they were signatories to solicitors' letters objecting to this application. They both left the meeting while the matter was considered.

A housing needs assessment had been submitted for this application resulting in the re-consultation. The Parish Council had previously objected to this application and submitted conditions should the application be approved. Following consideration of the housing needs assessment it was agreed this did not change their original decision to object to the application and there were no further comments to add.

John Hume and Philippa Harris re-joined the meeting.

140/19 FOOTPATH WORKING GROUP - General report

A written report was received from Kevin Pratt. All footpaths are clear and walkable. The volunteers have been using the mowers to carry out surface clearance work. 21C, the footpath from Kersey Mill towards Kersey has mostly been cut now and it is hoped this will be added back into our mowing schedule for future years. The steps and handrail have been repaired by Rights of Way. The Footpath Working Group have a meeting on 1 October at 7.30pm in The Bell.

141/19 KCPC WORKING GROUP - General Report

There have been various problems with the mower over this season. It has had to be repaired twice to ensure it can still be used by volunteers to keep the grass mown and the playground safe. The total spent on repairs to the mower to are £366.96. The total mower maintenance and service budget was £200. The mower will need to have an annual service during the winter months. The Parish Council agreed to amend the footpath budget for mower maintenance and service to £600.00. The additional £400 to be moved from the chestnut fencing replacement budget as this came in well under budget and is complete. An updated budget is appended to the minutes. The Annual RoSPA inspection is due to take place this month. Quiz night 1st November in village hall, tickets £12 including fish and chips, contact Jonathan Marsh to book a table. KCPC working group will be meeting very soon to discuss plans for new equipment and will be consulting the school. In response to comments made at a previous Parish Council meeting the Chair of KCPC has said they use volunteers to carry our general maintenance at the playground. However, it is unrealistic to use volunteers for major replacement projects due to time pressures, lack of skills and the risk the work might not meet safety standards and fail inspection.

142/19 TO CONSIDER A MILLENNIUM BOOK FUND GRANT APPLICATION REQUEST FROM KCPC

As at 31 March there was £2855.08 in the Millennium Book Fund Account. The KCPC Chair had written to the Parish Council to request funding from the Millennium Book Fund. There are plans to purchase some new equipment for the playground and it is hoped to access CIL funding from Babergh. This CIL funding may need to be match funded from within the Parish. The Parish Council has a power to provide recreational facilities and has done so for many years. The Parish Council is fortunate to have the support of the KCPC Working Group volunteers who carry out regular maintenance at the playground and fundraise to cover the general running costs of the playground. In the past the Parish Council has been successful in receiving section 106 funding to purchase new recreational equipment. The KCPC working group does not have excess funds to spend on new or replacement equipment. It was agreed in principle to allocate all the Millennium Book Fund money for playground equipment purchases.

143/19 FIXED ASSET REPLACEMENT – TO AGREE THE PURCHASE OF A NEW BENCH FOR THE PLAYGROUND

Four estimates had been sought for a replacement bench at the playground. Councillors considered all the estimates and agreed to purchase a replacement bench from Bryn Hurren who can supply and fit a new

oak bench, as existing, to fit the anti-theft base for £390. The other estimates were all more expensive and would not fit the existing anti-theft base.

Bryn also recommends all the hardwood street furniture and benches should be treated annually with a clear preservative and then two weeks later coated in teak oil. This will help the street furniture last longer.

144/19 TO DISCUSS ROAD SAFETY IN THE PARISH INCLUDING THE A1141 CROSSROADS

A1141 Crossroads

The new landowner of the field to the right of the A1141 crossroads, as you leave Kersey, has carried some work to clear the bank of vegetation. He plans to do some more during the winter months. The Parish Council has written to the landowner of the field to the left of the junction, when leaving Kersey, requesting the vegetation is cut back to improve visibility. No response has been received to this letter or letters sent in previous years. The Clerk will clarify with SCC highways who is responsible for ensuring vegetation is not reducing visibility at this junction or any other highways. A Councillors had walked this junction to assess visibility and noted the crossroads warning signs for traffic on the A1141 are only 30m from the junction giving drivers very little warning time. It is also noted these signs are faded. It was generally agreed that, despite some clearance of vegetation on the right, visibility at this junction is still poor, particularly on the left of the junction, when leaving Kersey. There was a suggestion a mirror could be sited opposite the junction to help drivers see traffic better. The Clerk will enquire whether this would be an option.

SCC have provided an estimate of costs of £3200 to £3500 plus VAT to erect warning signs and 'Reduce Speed Now' sub-plates on yellow backing boards and SLOW road markings on A1141 approaches. Lindsey Parish Council had not responded to the letter requesting they join forces with Kersey to find a way to improve road safety at this junction. However, the Clerk has forwarded the quote from SCC highways to the Chair of Lindsey Parish Council. He believes highway safety is the responsibility of the Highway Authority (SCC) and the solution is not to leave a dangerous situation and warn drivers with signs. The solution has to be improvements to visibility to make the junction safer to use. Lindsey PC have expressed very real concerns about the junction for over four years, but SCC have done nothing. Lindsey PC have not budgeted for highway improvements to this junction. The Chair of Lindsey PC is not happy that SCC will only do urgent highway work when it can get someone else to pay ridiculous amounts for it.

Councillors agreed that SCC, as the highway authority, should be paying for road safety works and not passing this on. There was a concern that improving the signage would not solve the problem of poor visibility which is the major road safety issue at this junction. It was felt that landscaping works to the banks may be need to solve this problem. It was agreed to update Lindsey Parish Council following this discussion and ask whether both Kersey and Lindsey Parish Council should write a joint letter to SCC putting pressure on them to improve road safety at this junction, also mentioning the inadequate signage. It was also agreed the Parish Council should write again to the landowner of the field to the left of the junction asking them to cut back the vegetation which is restricting visibility at this junction.

General road safety

Speeding is still a concern at Wickerstreet Green. It was agreed to take this concern to the next Police and Parish Forum and to contact the police for their advice and to see what support they may be able to give, such as locating a mobile speed camera at this location.

One member of the public left the meeting.

SCC highways had given an estimate of £429 including VAT for 'SLOW' road marking on Cherry Hill. It was agreed that since this is in the Conservation Area it would not be appropriate to urbanise the area and it was felt this wording on the road would probably not influence drivers to reduce their speed. At the last meeting it was suggested CIL funding could be applied for to help fund highway signage improvements as the impact of new housing has increased traffic in the area. The Clerk has spoken to an officer at Babergh who has confirmed CIL funding cannot be applied for by Parish Councils for highway works.

The lack of verge cutting on some roads in Kersey was discussed. It was agreed to write a formal letter of complaint to SCC highways and Mary Evans the cabinet holder for highways. There is a contract for all verges to be cut once a year. Several verges were missed this year and in previous years which has led to numerous emails and communication between the parish and highways. The contractor is not carrying out the service they have been paid to do. In some cases, the landowners have now cut the verges while cutting their hedges, which is much appreciated.

145/19 TO DISCUSS PROGRESS ON CREATING A PARISH INFRASTRUCTURE INVESTMENT PLAN (PIIP)

A consultation article was published in the newsletter with a specific consultation email address to respond via. To date only two responses had been received. It was agreed Councillors would hand deliver a flyer to every household in the Parish. Councillors agreed which areas they would cover. All village organisations, St Mary's Church, the school and the pub will also be consulted. KCPC will be consulting the school about playground equipment. The draft PIIP will also need to be worked on with the results of this consultation included.

One member of the public left the meeting.

146/19 TO AGREE A RESPONSE TO THE JOINT LOCAL PLAN CONSULTATION

Councillors discussed this important consultation. The Chair had circulated his comments, other Councillors had no further comments to add.

- Agriculture is given little prominence but changes to farming technology and business structures affect both rural and urban communities.
- There is some frustration that the Neighbourhood Planning process is too long and complicated and concern that even when approved, NP 's statutory relevance is overlooked.
- There is little mention of future proofing and effect of technology, sustainability, alternative energy, transport and infrastructure.
- More could be said about Heritage protection and the links with tourism, employment and hospitality.
- The document is unspecific about employment sectors and there is little on education. These two important factors are linked.
- Lacks detail about the delivery of the Plan, measurement, monitoring and responsibility.
- Concern that the simplified planning rules will not work in favour of local communities.
- There should be more about linking District Council Plans and Strategies with each other and with those of Suffolk County Council.
- Lack of confidence that the concerns of Parish Councils are heeded.

The Clerk commented the document lists Wickerstreet Green incorrectly as Wicker Street Green. Also, the Protected Habitats Mitigation Zones Map appears to show Kersey not being in the RAMS 13km Zone of Influence but a statement on the Kersey map states it is. This need clarification.

The supporting evidence Settlement Hierarchy topic paper shows Kersey, Kersey Tye and Wickerstreet Green as not having superfast broadband. The whole parish has access to superfast fibre internet connections. This error does not change the settlement type.

It was agreed the Chair and Clerk would draft a response and circulate to all Councillors before submitting to Babergh.

147/19 TO CONSIDER WHETHER KERSEY SHOULD WORK ON A NEIGHBOURHOOD PLAN

Councillors discussed at length whether Kersey should work on a Neighbourhood Plan (NP). It was suggested a NP would give more control about where development can happen in the parish. The Parish share of CIL from development in the Parish is increased from 15% to 25% for Parishes with a NP. The process would create significant community engagement. It would give people a feeling their views have been taken in account. A NP carries material weight during planning decisions. A NP does promote development and it can influence designs and ensure development is in the right place. A NP must not be in conflict with the National Planning Policy Framework and the Babergh Local Plan. To complete a NP is costly but there are grants available. Babergh will support the process. It would need a significant time

commitment from a broad range of the community, a NP usually takes around two years to complete. A public referendum is required at the end of the process which could mean it fails at the end of the process. A NP might prevent speculative development proposals in the parish. A NP is not a way of stopping development. There was a concern that since a NP should promote development it would actually encourage more development. There was also a concern that the process would be very divisive as there would be conflict about where development should be allowed to happen in the Parish. There was a suggestion that we need to know whether there is a need for more housing in Kersey? It was agreed there was not enough support to complete a Neighbourhood Plan for Kersey at this stage. It was agreed to consider whether to carry out a housing needs survey at a future meeting.

Penny Calnan gave her apologies and left the meeting.

Councillors agreed to continue with the meeting and suspend Standing Order 3x which states meetings should not last more than 2½ hours.

148/19 TO DISCUSS THE USE OF NOISY GARDEN MACHINERY AND THE DISTURBANCE CAUSED

The Chair had circulated information about the law on noise disturbances and the issues to consider. There is no consolidated UK legislation dealing with gardening noise. It is only a legal issue if noise becomes a statutory 'nuisance' under The Environment Protection Act (1990), which is when it becomes excessive, repetitive and unreasonable. Measuring and proving this is a difficult, lengthy and potentially expensive process which can sour previously good relationships between neighbours. The Parish Council has no statutory powers or jurisdiction over noise nuisance. It was agreed the Chair will write an article to publish in the newsletter.

149/19 TO DISCUSS REPLACEMENT OF WARNING TRIANGLE ON OLD SCHOOL SIGN ON CHURCH HILL, APPROX. £300

The cast metal red warning triangle above the old school sign was stolen in January 2019. It was reported to the police with no outcome. A heritage replacement triangle has been found on-line with a cost of approx. £300. There was a concern that if it was replaced it would just get stolen again. Currently it is not listed as a Parish Council asset. SCC Highways were contacted about the stolen triangle and they stated that it is no longer a legal highways sign and not their responsibility. It was agreed this sign appears to be a community asset and could be added to the Parish Council asset register. A value will need to be identified. There was some discussion about whether the Parish Council should use their own funds (Council Tax) or not to pay for a replacement triangle. It was felt parishioners may wish to give private donations for a replacement so it was agreed to put a collection box in The Bell. Kersey Projects suggested they may be able to help with funding for a replacement triangle.

150/19 ARRANGE CLERK'S JOB APPRAISAL AND SALARY REVIEW

The Chair and Clerk will agree a date for an appraisal meeting in October.

151/19 TRAINING

Information about training courses is regularly circulated to all Councillors.

Sudbury Town Council are holding a training evening for councillors and clerks on Wednesday 9 October from 6.30pm – 9.30pm, delivered by SALC. No Councillors were able to attend. The Clerk hopes to attend this session.

Philippa, Pascoe and Dave are all booked to complete the SALC 2-day Councillor course on 23 and 30 November 2019.

152/19 REPORT FROM OTHER MEETINGS – POLICE AND PARISH FORUM 14 AUGUST

A written report was received from Kevin Pratt. Phil Kemp provided a detailed presentation on Crime Reduction and Prevention for home owners and businesses. It was a very informative meeting with a lot of detail provided in the presentation regarding the types of locks and bolts to be used in and around a property. It also contained a number of warnings as to the type of signs that should be affixed to fences or

walls if any individual were to use barbed wire or glass as a barrier to preventing a potential burglary occurring. The minutes of the meeting have been circulated to all Councillors.
SALC/Babergh Area Forum 9 September – this clashed with the Parish Council meeting. Forum reports are made available on the SALC website.

153/19 FORTHCOMING MEETINGS

Footpath Working ~Group meeting 1 October 7.30pm, The Bell
Police and Parish Forum 9 October

154/19 ANY OTHER BUSINESS – AN OPPORTUNITY FOR COUNCILLORS TO BRING MATTERS TO THE COUNCIL’S ATTENTION - None

There being no further business the meeting closed at 10.12pm.

Appended to these minutes are 8 pages:

- Suffolk County Council report from Robert Lindsay
- Babergh District Council report from Leigh Jamieson
- Kersey Parish Council elections costs breakdown
- Kersey Parish Council receipts and payments to date (2 pages)
- Kersey Parish Council finance sheet for 9 September 2019
- Kersey Parish Council Budget comparison sheet
- KCPC Working Group budget

Report for Kersey Parish Council 9.9.19

Robert Lindsay, Suffolk County councillor.

Kersey cross roads safety

As requested, I have costings for new signs and road marking at the cross roads. The total quote is between £3.2k and £3.5k. I am prepared to contribute up to half of this but given the large cost, and the fact that the new landowners is taking action to improve visibility to the south of the junction, I wonder if it might be more prudent to wait to see if it is really necessary. I asked for a cost for the SLOW sign on Cherry Hill alone and this is £429 incl VAT of which I am prepared to contribute half, which would also remove VAT from your half of the cost.

Bus subsidy cuts

As you may have heard the bus 112 Hadleigh to Bildeston and Sudbury has been given a stay of grace until March. Monks Eleigh PC are organising a “working party” to look a funding solutions, tentative date Monday 16th September 7pm, at Monks Eleigh village hall. If anyone is interested in attending, I can provide more definite details.

Chaos over school transport arrangements

This month (September 2019), Suffolk County Council’s new Home to School transport policy is being implemented. Children moving to a new school will only receive free transport from the council if it is their nearest school and more than 2 miles from their homes. All eligible parents were asked to opt-in and apply for transport, and those who were not eligible for free transport were offered the opportunity to buy a spare seat on SCC school buses.

As of 3 Sept 682 applications outstanding in total, of which 530 were late (received after 31 May deadline) and 152 were spare seat applications received on time and these people did not know at that stage whether they had a spare seat. The delay in processing has caused stress to several parents and children in Cosford division.

Boundary Commission to shake up county ward boundaries (divisions)

The Local Government Boundary Commission has begun a review of Suffolk County Council, to determine both councillor numbers and the boundaries between divisions.

For the first stage of the review, the Liberal Democrat, Green and Independent Group submitted a proposal to keep councillor numbers in Suffolk at a minimum of 75, with the potential for an increase to 80. This was based on the need to ensure proper local representation – the fewer councillors there are, the less representation residents receive. Also to ensure the workload does not discourage people with caring or work commitments from standing. .

The Conservative and Labour Groups submitted a joint proposal asking for a reduction to 70 councillors.

We expect the Commission to reply shortly to give its indicative verdict on councillor numbers and will then move to determining new boundaries. The review is expected to be completed by July 2020.

District Council Report from Leigh Jamieson

Firstly, I would like to thank the village for the invite to the Flower and Produce show this weekend. It was an honour to be asked to present the awards on Saturday. The standard of presentations was fantastic.

Bus Cuts

The 112 bus has been given a reprieve until March 2020, whilst alternative funding options are developed. While this is not a long-term solution it does give us time to try to save the bus routes permanently. The 971 to Colchester schools is now being run as a commercial venture, however with a much-reduced number of stops.

Climate Emergency declaration

Councillors at Babergh and Mid Suffolk District Councils have voted on motions to support Suffolk's county-wide aim of becoming carbon neutral by 2030.

This Council pledged to:

1. Acknowledge a climate emergency.
2. Set up a Task Force, commencing by September 2019, to examine ways in which Babergh & Mid Suffolk Councils will respond to the climate change challenge on a spend to save basis, with the ambition to make Babergh & Mid Suffolk Councils carbon neutral by 2030.
3. To work with partners across the county and region, including the LEP and the Public Sector Leaders, towards the aspiration of making the county of Suffolk carbon neutral by 2030.
4. To work with Government to a) deliver its 25-year Environment Plan and b) increase the powers and resources available to local authorities in order to make the 2030 target easier to achieve.

CIFCO Business Plan

Also approved in July, was the CIFCO's draft business plan for 2019/20. The property investment company is looking to increase the £1.4m annual income it already generates for services in Babergh and Mid Suffolk – the equivalent of increasing council tax by more than 12%.

CIFCO Capital Ltd, which is wholly owned by Babergh and Mid Suffolk District Councils, was established in 2017 to generate income through property investment which is then ploughed back into council services within the districts to offset reductions in funding from central government. Over the next 12 months the company plan on investing another £50m as agreed by both councils back in February. The plan was endorsed by the Joint Overview and Scrutiny Committee earlier in the month and approved at the July council meeting.

Each property acquisition is carefully considered by an expert team of advisors and where target acquisitions are deemed too risky or not cost effective, they are not pursued. While 12 properties were acquired, dozens more were ruled out.

The current portfolio of 12 properties is spread throughout the east of England and balanced across commercial sectors to minimise exposure to any one sector or location. The changing market is now expected to be reflected by a shift away from retail property and towards office and industrial sectors instead.

Joint Local Plan Drop in Events

Babergh and Mid Suffolk have been running a number of drop in events over the last month.

The events, which will be run across the district and continue until next week. The remaining events take place in Eye, Great Cornard, Needham, Claydon, Shotley and Stowmarket.

The events will allow residents with questions about the draft Joint Local Plan to put those questions to members and officers from the two councils.

Kersey Parish Council contested election charges 2 May 2019

Babergh have responded to the query regarding the cost of the contested Kersey Parish Council Election

Costs shared 50:50 with the Babergh District Council election:

Polling Inspector charges	£17.06
Polling Station Hire	£120.00
Presiding Officer and Poll Clerk fees	£372.00
Training for polling station staff	£100.00
Postal Vote Packs	£63.60
Postal Vote outward charges	£37.80
Postal Vote inward charges	£30.24
Poll cards	£74.00
Poll card personalisation and printing	£20.72
Miscellaneous polling station printing	£25.00
	£860.42 / 2 = £430.21

Cost for Kersey election only:

Returning Officer Fee	£48.00
Deputy Returning Officer Fee	£35.00
Ballot Paper printing	£51.90
Miscellaneous postage to Candidates and Parish Clerks	£17.28
Supervision and administration	£150.40
	£302.58

50% shared costs	£430.21
Kersey costs	£302.58
Total cost of Kersey Parish contested election	£732.79

KERSEY PARISH COUNCIL
1 April 2019 - 31 March 2020

Printed on 09/09/2019

RECEIPTS

Date	Credit ref	Detail	Precept	KCPC	Footpath	Other Receipts	VAT	Total Receipts	Sub total
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
			£ 3,995.00	£ 3,624.61	£ 2,198.20	£ 11,939.81	£ -	£ 21,757.62	

KERSEY PARISH COUNCIL
1 April 2019- 31 March 2020

Printed on 09/09/2019

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	Babergh - Parish Election costs								£ 732.79		£ 732.79	
29-Jul-19	101215	R&R Garden M - KCPC mower					£ 61.79				£ 12.36	£ 74.15	£ 4,204.20
												£ -	
			£ 410.60	£ 1,210.82	£ -	£ -	£ 1,528.40	£ 76.13	£ -	£ 732.79	£ 245.46	£ 4,204.20	

**KERSEY PARISH COUNCIL
FINANCE**

Details for Parish Council Meeting, 9 September 2019

Bank Balances At 31 July 2019

Business Premium Account	£18,025.99
Current Account	£417.71
	<u>£18,443.70</u>

Transfers between Business Premium and Current account since the last meeting

18-Jul-19	Transfer from BPA to current	£500.00
02-Sep	Transfer from BPA to current	£389.23
02-Sep	Transfer from BPA to current	£1,000.00

Income received since the last meeting

£0.00

Payments made since the last meeting

<u>Date</u>	<u>Chq no.</u>		
29-Jul-19	101214	Babergh - Parish election charges	£732.79
29-Jul-19	101215	R&R Garden machinery - KCPC mower repair	£74.15
			<u>£732.79</u>

Payments Due

<u>Chq no.</u>		
101216	Kersey Village Hall - hire	£40.00
101217	WJ Green - Footpath mower repair	£48.49
101218	S Partridge - Clerk's home working expenses	£52.00
101219	S Partridge - Clerk's salary	£1,196.65
101220	Came & Company - Insurance	£346.73
Direct Debit	Data Protection Fee Renewal due 20 Sept 2019	£35.00
		<u>£1,718.87</u>

Expenditure Agreed

Prepared by the Clerk for Kersey Parish Council

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

2019/20 Precept and budget approved 28 Jan 19
 Minute ref 24/19

VAT not included in budget figures	2019/20	2019/20	2019/20	2019/20	2019/20	
	Budget/ Precept 2019/2020	Actual to 31 July 19	Estimated balance to 31 March 2020	Estimated total to 31 March 2020	Budget/ Precept 2020/2021	Notes:
Parish Council						
Post/Tel/Stationery/copier cartridge	£135.00	£79.73	£55.27	£135.00		
Clerk's working from home exp	£208.00	£52.00	£156.00	£208.00		£4/week
Hall Hire:Parish Council 12 @ £5	£60.00	£0.00	£60.00	£60.00		
Annual Parish Assembly @ £10	£10.00	£0.00	£10.00	£10.00		
SALC subscription	£180.00	£178.87	£0.00	£178.87		
External Audit	£100.00	£0.00	£100.00	£100.00		External audit fees for 17/18 to 21/22 £200 unless exempt
Data Protection	£35.00	£0.00	£35.00	£35.00		ICO reg £35 paid by DD
Website hosting	£100.00	£100.00	£0.00	£100.00		Suffolk.cloud
Sub total for Admin	£828.00	£410.60	£416.27	£826.87	£0.00	
Clerk's Salary & Staff Costs	£4,905.00	£1,210.82	£3,694.18	£4,905.00		19/20 new scale SCP20 £13.15/hr. Mileage £100
Training/External Meetings	£250.00	£0.00	£250.00	£250.00		SALC whole Council 2hrs £220, Cllr £110, others approx £50
Street Lighting	£240.00	£0.00	£240.00	£240.00		
Parish Council Insurance	£340.00	£0.00	£340.00	£340.00		Oct 17 new 3 year Long term agreement with Came & Co
Glebe Insurance	£50.00	£0.00	£50.00	£50.00		
Hedge Cut - The Glebe	£80.00	£0.00	£80.00	£80.00		
Playground Safety Inspection	£87.00	£0.00	£87.00	£87.00		
Dog Litter Bin emptying charge	£45.00	£0.00	£45.00	£45.00		
St Mary's Church	£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	£0.00	£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		
Election costs	£25.00	£25.00	£0.00	£25.00		Routine elections every 4 years, contested election in May 2019
Church Walk future maintenance	£130.00	£0.00	£130.00	£130.00		
Footpath Map printing reserve	£75.00	£0.00	£75.00	£75.00		Build up reserve for reprint £75/year (approx 1,000 maps/yr)
Contingencies	£300.00	£0.00	£300.00	£300.00		
Precept	£7,990.00	£1,646.42	£6,342.45	£7,988.87	£0.00	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.
Other PC income	£30.00					Credit for inconvenience due to bank errors
PC Income	£8,020.00					
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
						KCPC Income 19/20 - Estimated £820.00. Actual £
						Footpath Income 19/20 - Estimated £729.18. Actual £
						Millennium Book Fund Income 19/20 - Est £7.00. Actual £
	£8,120.00	£2,354.21	£6,442.45	£8,088.87	£100.00	Total Budget
KCPC	£4,017.00	£1,528.40	£2,488.60	£4,017.00		
Footpath	£382.00	£76.13	£305.87	£382.00		
Millennium Book Fund	£0.00	£0.00		£0.00		
Total actual spend		£3,958.74				
					Estimate	
Reserves (Cash at Bank)	At 1.4.19				at 31.3.20	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					VAT repayment
Audit reserve	£100.00					2019/2020 £352.27
Defib & VETS reserve	£658.06					
Election costs reserve	£862.50				£154.71	Precept for 2017/18 £7340 (approved 16 Jan 17 min ref 15/17)
Church Walk Maintenance Reserve	£1,690.00					Tax base 183.47 = £40 for a band D property
Training reserve	£334.19					
Footpath Map printing reserve	£263.50					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					Budget approved 25 Jan 16 minute ref 18/16
General Parish Council Reserve	£4,969.78					
	£17,723.49					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.

**Kersey Parish Council KCPC Working Group Budget
for Years ending 31 March 2020 & 2021**

Actual for 2017/18	Actual for 2018/19		Budget for 2019/20	Actual to 30 Aug 19	Budget for 2020/21
£2,453.66	£2,889.33	Estimated Reserve as at 1 April	£3,624.61	£3,624.61	£2,096.21
		Estimated Income			
£1,001.00		Quiz			
	£1,203.00	Income	£720.00		
		Raffle	£100.00		
		Other quiz income			
£30.00		Other income - donation for quiz questions			
£1,031.00	£1,203.00	Total estimated Income	£820.00	£0.00	£0.00
		Estimated Expenses			
		General KCPC running expenses			
		General maint & safety equip	£50.00		
£149.52	£85.12	Mower maint/service Increased from £200	£600.00	£366.96	
		Mower fuel	£50.00		
		Rubber chippings top up			
		Rubbish sacks	£2.00		
		Printer Ink for KCPC secretary	£20.00		
		Quiz			
£40.00	£40.00	Hall hire	£40.00		
£405.81	£342.60	food prizes	£600.00		
		Other quiz expenses	£35.00		
			£20.00		
£595.33	£467.72	<i>sub total of general KCPC running expenses</i>	£1,417.00	£366.96	£0.00
		One off additional expenses			
		Replace chestnut fencing £400 transferred to mower budget	£2,600.00	£1,161.44	
£595.33	£467.72	Total Estimated Expenses	£4,017.00	£1,528.40	£0.00
£2,889.33	£3,624.61	Estimated Reserve at 31 March	£427.61	£2,096.21	

Budget for 2018/19 approved 5 March 2018 minute ref 33/18
Budget for 2019/20 approved 4 March 2019 minute ref 40/19
Budget amended min 141/19