

**MINUTES OF KERSEY PARISH COUNCIL ORDINARY MEETING HELD ON  
MONDAY 14 NOVEMBER 2016 IN KERSEY VILLAGE HALL AT 7.30 PM**

**PRESENT**

John Hume – Chair, John Maltby, Yvonne Martin, Ian Fidell, Giles Hollingworth, 5 members of the public and the Clerk – Sarah Partridge. Jenny Antill and Alan Ferguson attended for part of the meeting.

**156/16 APOLOGIES** – were received and accepted from Veronica Partridge and Iqbal Alam.

**157/16 ACCEPT MEMBERS' DECLARATIONS OF INTEREST** - None

**158/16 CONSIDER ANY DISPENSATION REQUESTS FOR PECUNIARY INTERESTS RECEIVED FROM COUNCILLORS** – None received

**159/16 REPORTS**

These were received later in the meeting.

**160/16 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 11 October 2016 were signed and dated as being correct.

**161/16 CLERK'S REPORT**

The website has been transferred and is now being hosted by Suffolk.cloud. The web address is the same as before [www.kersey.suffolk.gov.uk](http://www.kersey.suffolk.gov.uk) It has taken some time to make adjustments to the new site and check that all the links work. At some point it will be necessary for the Clerk to have some training to learn more about how to edit and manage the website better and more effectively.

**162/16 CORRESPONDENCE**

All correspondence for the Parish Council had been circulated to Councillors. There had been a lot of correspondence with Highways and with Jenny Antill, regarding highway and verge maintenance and the Pudding Stone. Jenny Antill had a meeting with SCC highways and she had then set out their response to our concerns. Potholes are a perpetual problem and demand for them to be filled in is infinite. Repairs are prioritised in accordance with safety criteria. In general the logistics of undertaking regular maintenance of this sort should in future be improved by the Transformation Programme that is currently underway. The contractors and highways have acknowledged that verge cutting this summer was not good enough and are reviewing how this will be carried out in future. Highways apologised for mistakenly trying to remove the Pudding Stone; the relevant staff have been made aware of its significance. The idea of a small explanatory plaque will be investigated further. Councillors agreed it was important for the Parish Council to foster a positive working relationship with Highways and appreciated their apology.

**163/16 FINANCE**

- a) A copy of the accounts to date and a financial statement, showing bank balances, income and expenditure for approval were tabled by the Clerk; these are appended to the minutes. Payments were all approved.
  - b) Councillors looked at the budget comparison to see actual spending against the budget, appended. This showed that the estimated spend to the end of the year was in line with the budget including the income from the transparency grant, locality grant from Cllr Antill and the agreed spend from the Jubilee steps reserve.
  - c) Giles Hollingworth confirmed that he had checked the latest monthly bank reconciliations and bank statements. These were all in order and he had signed to confirm they had been checked.
  - d) Natalie Blyth completed her interim internal audit in October, everything was found to be in order; the Clerk tabled her report.
- The Clerk confirmed that the Parish Council insurance policy has been renewed with CAS, policy documents tabled

### **164/16 PLANNING APPLICATIONS**

Babergh have not notified the Parish Council, but it has come to the Clerk's attention that Babergh are no longer sending out paper copies of decision notices for planning applications. The Clerk spoke to a planning officer at Babergh who said they are now working towards going paperless and will be in contact with Parish Councils early in 2017 to set out how this will be achieved. The officer at Babergh gave reassurance that there will be no cost implications for the Parish Council.

B16/01247 and B/16/01248/LBC Wickerstreet House, Wickerstreet Green – Erection of single storey garden room and erection of replacement outbuilding (following demolition of existing conservatory and existing outbuildings). Amendments to previously approved applications B/16/00633 and B/16/00634. Babergh granted permission 4 November 2016.

B/16/01042 Orchard Barn, Uplands – Erection of single storey rear extension. Babergh granted permission 9 November 2016.

No new planning applications to consider had been received.

### **165/16 KCPC WORKING GROUP**

A report from Jonathan Marsh was read. This is appended to the minutes.

The Chairman congratulated the KCPC working group on the successful and enjoyable quiz with a good community atmosphere.

### **166/16 FOOTPATH WORKING GROUP**

John Maltby reported that there were no known problems on the footpath network. He had recently been informed by a Hadleigh walking group that cycle tyre tracks had been noticed on footpaths in the Wickerstreet Green area, these will be monitored. One of the mowers had needed a small repair, which was successfully carried out. An invoice has been sent to SCC for the second cut of footpaths.

*Jenny Antill joined the meeting.*

### **167/16 REPORTS**

*The meeting was adjourned to receive reports.*

**a) Suffolk County Councillor** – Jenny Antill gave her report and answered questions from the floor. Her report is appended to these minutes. The Chair thanked Jenny for her contribution towards the new defibrillator from her locality budget.

*Alan Ferguson joined the meeting.*

*Jenny then gave her apologies and left the meeting.*

**b) Babergh District Councillor** – Alan Ferguson gave his report and answered questions from the floor. Alan said that he would be talking to Babergh about the hedge in Vale Lane which Babergh have said they will no longer be maintaining. He will try to persuade them that it is their responsibility and that if left uncut it will obstruct the highway.

*Alan then gave his apologies and left the meeting.*

*The meeting was reconvened.*

### **168/16 UPDATE ON THE DEFIBRILLATOR PROJECT AND VILLAGE EMERGENCY TELEPHONE SYSTEM**

The defibrillator has been installed in a cabinet in the open shelter near the back door of the Bell Inn. It is now ready to use and has been registered with the ambulance service. The defibrillator can be used by anyone without any training or experience; it talks users through the process as well as showing on a screen exactly what users need to do. Using the defibrillator cannot do any harm. To give everyone confidence in using the defibrillator, should the need arise, a public training session has been arranged for Monday 23 January 7.30pm in Kersey Village Hall. Everyone is welcome, please encourage parishioners to attend. Notices will be displaced on noticeboards and a note will be put in the newsletter about the location of the defibrillator and promoting the training event. At the last meeting it was agreed to set up a Village Emergency Telephone System (VETS). This will be promoted at the public training session so that the Parish Council can sign up suitable volunteers to

support the VETS system. Wendy and Sarah will be regularly checking the defibrillator and reporting as appropriate to CHT using their on-line reporting system.

Finances for the defibrillator and VETs project:

Defibrillator and cabinet	£1650.00
Electrical installation	£83.50
VETS set up	£45.00
Managed solution for defibrillator	£126.00
<b>Total costs</b>	<b>£1904.50</b> (This is within the S137 allowance)

Cllr Jenny Antill contribution	£1000.00
Jubilee Steps money	£771.56
<b>Total receipts</b>	<b>£1771.56</b>

This leaves a current shortfall of £ 132.94. The Chair will follow up the offers of donations he had received. The Chair will write to Rossana Gaywood to tell her how the money collected at the Swing Dance in 2014 has been spent on the defibrillator project.

It was agreed a third party hosting agreement will be signed by the Parish Council and The Bell.

### **169/16 TO CONSIDER SUPPORTING A PROPOSAL TO ERECT A CHRISTMAS TREE NEAR THE SPLASH IN KERSEY**

Following the request at the last meeting the Clerk had contacted Highways and done some investigative work to find out what was necessary to erect a Christmas Tree in Kersey. Two licences would need to be applied for. One includes the need for a competent person to sign a structural certificate to confirm the tree, lights and decorations are secure and for a qualified electrician to sign a certificate to say the installation has been checked and it all complies with the relevant legislation. Barriers will need to surround the tree to prevent public access. A risk assessment will need to be completed and a regular regime of inspection will need to be carried out by a competent person while the tree is in place. The Parish Council has the necessary insurance in place but will need to inform the insurance company the dates when the tree will be erected and removed. Low voltage LED lights will need to be used. There is a £55 fee for one of the licences. It was noted that there are no funds set aside in the budget for this project. Pat Bellham said that she would be responsible for any costs associated with the tree. This being the case, the Parish Council agreed to support the proposal to erect a Christmas Tree in Kersey. The Clerk will need to apply for the two licences and write a risk assessment.

### **170/16 COMMUNITY LED PLANNING**

This item was deferred to the Ordinary Parish Council meeting on 16 January 2017.

### **171/16 REVIEW AND ADOPT POLICIES**

#### **a) Standing Orders**

Councillors had all seen the draft proposed standing orders for Kersey. These new standing orders are based on the 2013 model with updated sections SO3 and SO18 to reflect regent legislative changes. The model has also been adapted to suit Kersey Parish Council. Councillors agreed to adopt these new standing orders. The Chair and Clerk signed the new document.

#### **b) Financial Regulations**

Councillors had all seen the draft proposed financial regulations for Kersey. These new financial regulations are based on the 2016 model and have been adapted to suit Kersey Parish Council. Councillors agreed to adopt these new financial regulations. The Chair and Clerk signed the new document.

Both these documents will be posted on the Kersey website and will be reviewed on an annual basis.

### **172/16 AGREE DATES FOR ORDINARY PARISH COUNCIL MEETINGS FOR 2017**

Ordinary meetings of Kersey Parish Council will be on a Monday evening at 7.30pm in the village hall. If additional meetings are needed because there is something which needs discussing before the next ordinary meeting then an extraordinary meeting will be called. The following dates were agreed for 2017:

16 January	Parish Council
6 March	Parish Council
3 April	Annual Parish Assembly + short Parish Council
15 May	Parish Council Annual Meeting
10 July	Parish Council
11 September	Parish Council
13 November	Parish Council

### **173/16 TO RECEIVE A REPORT FROM THE CLERK'S JOB APPRAISAL AND SALARY REVIEW**

The Chair had met with the Clerk and carried out the appraisal on 31 October. The Chair read his report which noted the Clerk carries out her work with efficiency, diligence and energy. He recommended the Clerk's hours be increased by 1.5 hours per month to 27.5 per month, back dated to 1 April 2016. This will cover the time spent on work to comply with the Transparency Code which is ongoing. The effect on the 2016/17 budget will be minimal as most of these additional hours are funded by the Transparency Grant already received. The Clerk will remain on salary SCP 27 and the working from home allowance will remain at £4 per week. Councillors agreed to the proposed increase in hours. The Chair and Clerk signed the appraisal report.

### **174/16 BUDGET AND PRECEPT 2017/2018 - DISCUSS BUDGET AND RESERVES, SET PROVISIONAL PRECEPT**

Councillors all had a copy of the draft budget. There are a few of new expenses which have increased the budget for 2016/17; website hosting £100 and annual charges for the defibrillator and Village Emergency Telephone System £226. Councillors discussed the effect of this increase on the precept assuming the tax base remains as last year. If all proposed expenses were included in the budget the total budget/precept would be £7341 this would mean an increase for a band D property of £3.06 (total charge £40.50) which is an 8.1% increase. Councillors were concerned by the large percentage increase and then discussed ways to reduce the budget. It was agreed to reduce the total budget by £100 to £7241, contingencies reduced by £100. It is planned to apply for a Transparency Grant for the website hosting and other Transparency related expenses in 2017/18. This would make a 6.7% increase for a band D property. Although this is a high percentage the monetary increase is £2.51 for a band D property. This increase will ensure the defibrillator and Village Emergency Telephone System are available for the community and it was agreed these will be important assets to the parish. A provisional budget/precept of £7241 was set, this would be reviewed and the precept set at the January Ordinary meeting on 16 January 2017, when tax base figures should be available from Babergh. Councillors reviewed the reserve levels and agreed they were appropriate. Looking ahead the only known change to future year budgets was that external audit arrangements will change but no details are available at present but there may not be a charge, however there will be no Transparency Grant available.

*One member of the public joined the meeting.*

*Ian Fidell gave his apologies and left the meeting.*

### **175/16 TRAINING**

The Clerk attended a networking session in September. Information about training courses is regularly circulated to all Councillors. It is hoped that in the New Year Babergh will be offering some planning training for Councillors to attend.

### **176/16 REPORTS FROM MEETINGS**

Police and Parish Forum - no Councillors had attended, minutes had been circulated and there was nothing to note. The Clerk reminded Councillors that these forum meetings are an opportunity to meet with the police and bring forward any issues in the local area if necessary. Police attendance at these forums instead of all Parish Council meetings in the area is a more efficient use of police time.

John Hume and the Clerk attended a Babergh Parish Liaison meeting. It was an informative session covering devolution, planning and public access. Information from this event will be circulated to Councillors. Babergh are keen to engage with Parish Councils, an officer hopes to attend a Parish Council meeting next year.

Yvonne Martin gave a report on the Kersey Organisations' Drop-In Event 24 September 2016. 'In response to reports at this year's annual parish meeting telling us that support for local organisations and activities is declining, we decided to invite villagers to learn more about what Kersey has to offer. Borrowing the idea of a college 'freshers fare', we aimed to encourage people to join in over a chat, a cup of coffee and a piece of cake. As a community event, it was very successful. We had 21 stalls, representing 23 activities and organisations, and involving about 25 stallholders. Everyone pulled together really well to showcase their activities, with some creatively and imaginatively presented stalls. However, the number of visitors was not quite as big as anticipated and we did not attract as many new participants as was hoped. All in all, there were a total of about 50, mainly in the 40-50 and 60-70 age groups. Including helpers, this represents about a fifth of the total Kersey population. Nevertheless, some groups did succeed in recruiting new members and at least one new activity was born, the 'knit and natter' group.' The Chair commented that he felt the event was successful and should be repeated, there was a good community spirit at the event.

### **177/16 FORTHCOMING MEETINGS**

28 November SALC/Babergh Area meeting – Iqbal Alam to attend.

30 November Police and Parish Forum

### **178/16 ANY OTHER BUSINESS**

It was noted that the pothole in Vale Lane had been repaired.

On Mill Lane, the 30mph sign is missing and has been reported to SCC. A Councillor agreed to try to straighten the damaged Kersey sign.

*The meeting was adjourned for 'Parish Time'*

It was commented that the metal bench and area surrounding it on Priory Hill is in a poor state. A resident offered to repaint the bench and tidy the area. This offer was gratefully accepted.

Thanks were also expressed to all residents who help out by mowing or tidying areas of the village, it is much appreciated.

A comment was made about the advertising signs beside the road opposite Kersey Mill; some are concerned that these signs may hinder visibility when leaving Mill Lane.

*The meeting was reconvened.*

There being no further business, the meeting closed at 9.17 pm.

Appended to these minutes are 7 sheets:

SCC report from Jenny Antill

Babergh report from Alan Ferguson

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

Kersey Parish Council finance sheet for 14 November 2016

Kersey Parish Council budget comparison and 2017/18 budget and Precept

KCPC Working Group report

## **County Councillors Report to Kersey Parish Council, 14th November 2016**

### **Devolution**

The council leadership and senior officers continue to be distracted by issues related to Devolution. The timetable has been pushed back and the council meeting to approve the arrangements has been postponed from 2<sup>nd</sup> to 23<sup>rd</sup> November. The results of the Suffolk wide Mori poll have now been published. Although those who were personally contacted by telephone showed a slight preference for the process and for an elected mayor, the sample was small, and a good number admitted to understanding little about the issues involved. Those who voluntarily responded were not in favour of an elected mayor, but did want to see decisions made closer to the people who are affected by them. The problem with the arrangements as proposed is that they do not really achieve this as I have explained in the past.

### **School attendance.**

Following above average results for both SATS tests and also GCSE's and A levels, The Department for Education has released national statistics showing pupil absences in schools in England for autumn 2015 and spring 2016. Suffolk's overall absence has reduced from last year's 4.7% to 4.4% this year, which marks the highest attendance record we have seen over the last decade. Suffolk continues to have less unauthorised absence than both the East of England region and the national average and has ranked 16<sup>th</sup> out of the 152 Local Authorities across the country for the lowest unauthorised absence this year. This demonstrates a vast improvement since 2013/14 where Suffolk was ranked at 71.

### **Highways reorganisation**

Our local highways officer, Steve Merry, has been promoted and his post has been temporarily taken by John Simpson, pending full reorganisation of the Department.

The reorganisation is certainly causing delay and disruption. The department is being split into county wide functional teams for different areas of activity such as lighting, drainage etc. These will include employees from both Keir and those remaining in the county council. The future of the local offices is in doubt although we have been assured that it is regarded as essential that officers continue to liaise with councillors and parish councils. As yet no firm arrangements appear to have been put in place however. In this connection a consultation is currently taking place on the new proposals for reactive maintenance across the county. The aim when responding to requests for road repairs is to prioritise the busiest roads, which is what I thought they were already doing, so I am not sure how this scheme differs from the old way of doing things in this respect.

It is claimed that the new scheme will result in a more proactive approach to repairs. This should avoid the current situation in which contractors will mend a pothole and ignore others in the near vicinity.

### **Kersey**

I have been in correspondence with the Parish Clerk with regard to a number of concerns that she raised with me in an e mail dated 18<sup>th</sup> October. The matters in question were the quality of verge cutting, road surface maintenance and the particular issue of the pudding stone.

I have written in response to these matters, which I have raised with David Stiff, the Manager of our local office, and am happy to discuss them further if you wish.

Jenny Antill, November 2016

## **REPORT TO KERSEY PARISH COUNCIL MEETING**

**MONDAY 14<sup>TH</sup> NOVEMBER 16**

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

### **Four key updates**

#### **Devolution:**

- In stormy water. Norfolk CC may change position. “Mayor” the sticking point. Watch this space.

#### **Appointment of New Chief Executive**

- Both Councils approved the appointment of new Chief Executive in October 16 (salary £110K per annum)
- Arthur Chavonia (married 3 children)
- Currently Operations Director Suffolk Coastal & Waveney District Councils
- Barrister by training
- Start early 2017 but attending meetings already where possible. First impressions good.

#### **Future of Babergh DC Corks Lane**

- Both Babergh & Mid Suffolk have now agreed the move to Endeavour House (Suffolk CC), Ipswich.
- Significant savings: better IT: modernisation: better for most Officers
- Likely to be implemented by Easter 2017
- We currently plan to retain only 1 “spoke” in Babergh & 1 in Mid Suffolk. Enough?
- Not a licence to merge Babergh & Mid Suffolk.
- Disposal of current accommodation subject of on-going studies. Intention is that it will not be left empty for a period of years.

#### **Finance**

- Looming deficit in 3 year period 2017 – 2020.
- Further loss of £1.7M Revenue Support Grants from Central Govt over that period.
- Loss of new homes bonus – reduces from £1.8M this year to £700K in 2020
- Hard decisions ahead to maintain current levels of service

***Alan Ferguson***

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

Printed on 09/11/2016

**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>	<i>Sub total</i>
1-Apr-16		Balance brought forward		£ 4,479.47	£ 1,654.87	£ 9,692.30		£ 15,826.64	
25-Apr-16	Direct C	Babergh 50% Precept	£ 3,393.00					£ 3,393.00	
25-Apr-16	Direct C	Babergh Council Tax Grant				£ 43.08		£ 43.08	£ 19,262.72
6-Jun-16	bank	Bank interest 7 Mar-5 Jun				£ 2.07		£ 2.07	£ 19,264.79
9-Aug-16	Direct C	SCC - Footpath Mowing Inv 13			£ 207.70			£ 207.70	
31-Aug-16	Direct C	SALC - Transparency Grant				£ 344.33		£ 344.33	£ 19,816.82
5-Sep-16	Direct C	Babergh 50% Precept	£ 3,393.00					£ 3,393.00	
5-Sep-16	bank	Bank interest 6 Jun - 4 Sep				£ 2.21		£ 2.21	£ 23,212.03
8-Nov-16	100092	Cllr Antill Locality Grant				£ 1,000.00		£ 1,000.00	
			<b>£ 6,786.00</b>	<b>£ 4,479.47</b>	<b>£ 1,862.57</b>	<b>£ 11,083.99</b>	<b>£ -</b>	<b>£ 24,212.03</b>	



KERSEY PARISH COUNCIL  
1 April 2016- 31 March 2017

Printed on 09/11/2016

**PAYMENTS**

Date	Cheque No	Detail	General Admin	Clerks Salary	Training/ external meetings	Street Lighting	KCPC	Footpath	S137	Other Payments	VAT	Total Payments	Sub total
9-May-16	101089	c SALC - Annual Subscription	£ 168.21									£ 168.21	
9-May-16	101090	c Suffolk Preservation Soc-Training			£ 40.00							£ 40.00	£ 208.21
21-Jun-16	101091	c WJ Green - Footpath						£ 11.73			£ 2.35	£ 14.08	
21-Jun-16	101092	c SALC - Training Clerk			£ 25.00						£ 5.00	£ 30.00	£ 252.29
11-Jul-16	101093	c P Gibbons - KCPC bin					£ 15.73				£ 3.15	£ 18.88	
11-Jul-16	101094	c Kersey Playing Field Assoc								£ 39.01		£ 39.01	
11-Jul-16	101095	c S Partridge - Clerk's Salary		£ 970.32								£ 970.32	
11-Jul-16	101096	c S Partridge - Home Working exp	£ 52.00									£ 52.00	
11-Jul-16	101097	c S Partridge - Clerk's exp			£ 28.34							£ 28.34	£ 1,360.84
1-Aug-16	101098	c SALC - Training Clerk			£ 15.00						£ 3.00	£ 18.00	£ 1,378.84
12-Sep-16	101099	c BDO - External Audit	£ 100.00								£ 20.00	£ 120.00	
12-Sep-16	101100	c M Sargeant - Glebe hedgecut								£ 75.00	£ 15.00	£ 90.00	
12-Sep-16	101101	c J Maltby - Footpath exp						£ 8.33			£ 1.67	£ 10.00	
12-Sep-16	101102	c Kersey Village Hall - Hire	£ 45.00									£ 45.00	
12-Sep-16	101103	c CHT - Defibrillator							£ 1,650.00			£ 1,650.00	
12-Sep-16	101104	c S Partridge - Clerk's Salary		£ 970.32								£ 970.32	
12-Sep-16	101105	c S Partridge - Home Working exp	£ 52.00									£ 52.00	
24-Sep-16	101106	c Adomast - KCPC rubber chips					£ 1,999.00				£ 399.80	£ 2,398.80	£ 6,714.96
11-Oct-16	101107	c Playsafety Ltd - RoSPA inspec								£ 84.00	£ 16.80	£ 100.80	
11-Oct-16	101108	c Business Services at CAS Ltd								£ 485.14		£ 485.14	
17-Oct-16	101109	I Fidell - Footpath exp						£ 5.06			£ 1.01	£ 6.07	
17-Oct-16	101110	Grafton Merchanting - KCPC					£ 188.21				£ 37.64	£ 225.85	
17-Oct-16	101111	SALC - Training Clerk			£ 16.00						£ 3.20	£ 19.20	
			£ 417.21	£ 1,940.64	£ 124.34	£ -	£ 2,202.94	£ 25.12	£ 1,650.00	£ 683.15	£ 508.62	£ 7,552.02	

**KERSEY PARISH COUNCIL  
FINANCE**

**Details for Parish Council Meeting, 14 November 2016**

**Bank Balances At 31 October 2016**

Business Premium Account	£15,239.61
Current Account	<u>£671.52</u>
	<b>£15,911.13</b>

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

13-Sep-16	Transfer from Business Premium to current account	£2,900.00
26-Sep-16	Transfer from Business Premium to current account	£2,500.00

**Income received since the last meeting**

Cllr Jenny Antill - contribution to defibrillator project	£1,000.00
KCPC quiz income	<u>£773.00</u>
	<b>£1,000.00</b>

**Payments made since the last meeting**

<u>Date</u>	<u>Chq no.</u>		
24-Sep-16	101106	Adomast manufacturing - KCPC rubber chippings	£2,398.80
11-Oct-16	101107	Playsafety Ltd - RoSPA inspection	£100.80
11-Oct-16	101108	Business Services at CAS - Insurance	£485.14
17-Oct-16	101109	I Fidell - Footpath WJ Green invoice for mower parts	£6.07
17-Oct-16	101110	Grafton merchanding - KCPC bark project	£225.85
17-Oct-16	101111	SALC - Training Clerk's networking	<u>£19.20</u>
			<b>£2,398.80</b>

**Payments Due**

<u>Chq no.</u>		
101112	St Mary's Church - donation	£400.00
101113	Lenny's - KCPC quiz food	£325.17
101114	Kersey Village Hall - KCPC quiz hire	£40.00
101115	S Partridge - Clerk's expenses	£61.09
101116	Kevin Ruffell Electrician- defibrillator fitting	<u>£83.50</u>
		<b>£909.76</b>

Expenditure Agreed .....

Prepared by the Clerk for Kersey Parish Council

**PROPOSED BUDGET/PRECEPT FOR 2017/18**

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

VAT not included in budget figures	2016/17	2016/17	2016/17	2016/17	2017/18	
	Budget/ Precept 2016/2017	Actual to 8 Nov 2016	Estimated balance to 31 March 2017	Estimated total to 31 March 2017	Budget/ Precept 2017/2018	Notes:
Post/Tel/Stationery/copier cartridge	£135.00		£135.00	£135.00	£135.00	
Clerk's computer/working from home	£208.00	£104.00	£104.00	£208.00	£208.00	£4/week
Hall Hire:Parish Council 10 @ £5	£50.00	£35.00	£20.00	£55.00	£50.00	
Annual Parish Assembly @ £10	£10.00	£10.00	£0.00	£10.00	£10.00	
SALC subscription	£166.00	£168.21	£0.00	£168.21	£174.00	17/18 estimated
Community Action Suffolk subs	£30.00		£0.00	£0.00	£0.00	2016/17 membership now free
External Audit	£100.00	£100.00	£0.00	£100.00	£100.00	Audit for Years ending 14/15 to 16/17 no fee if income/exp below £10,000
ICO Data Protection registration	£35.00		£35.00	£35.00	£35.00	
Website hosting					£100.00	Used to be free with SCC, SCC withdrew service, now with Suffolk.cloud
<b>Sub total for Admin</b>	<b>£734.00</b>	<b>£417.21</b>	<b>£294.00</b>	<b>£711.21</b>	<b>£812.00</b>	
Clerks Salary	£3,920.00	£1,940.64	£2,164.56	£4,105.20	£4,150.00	SCP27 16/17 £12.440 17/18 £12.564/hr 16/17 over budget covered by transparency grant, increase hrs to 27.5/month
Training/External Meetings	£250.00	£124.34	£125.66	£250.00	£250.00	LCPAS whole cl £120 Clerk netwk x2 £20+mileage
Street Lighting	£210.00		£210.00	£210.00	£210.00	
CAS Suffolk Insurance	£480.00	£485.14	£0.00	£485.14	£500.00	IPT increased to 10% Oct 16. Long Term undertaking expired,new agreement due Oct 17
Glebe Insurance	£50.00	£39.01	£0.00	£39.01	£50.00	
Hedge Cut - The Glebe	£83.00	£75.00	£0.00	£75.00	£83.00	
Playground Safety Inspection	£85.00	£84.00	£0.00	£84.00	£85.00	
Dog Litter Bin emptying charge	£44.00		£44.00	£44.00	£45.00	
St Mary's Church	£400.00		£400.00	£400.00	£400.00	16/17 split £245 Churchyd £110 Nletter £45 Clock (last increased Nov 2014)
Defibrillator & Village Emergency Tel					£226.00	Defib managed solution £126 VETS £100
Chairman's Allowance	£0.00		£0.00	£0.00	£0.00	
Election costs	£25.00		£25.00	£25.00	£25.00	Routine elections every 4 years, next election in May 2019
Church Walk future maintenance	£130.00		£130.00	£130.00	£130.00	
Footpath Map printing reserve	£75.00		£75.00	£75.00	£75.00	Build up reserve for reprint £75/year (approx 1,000 maps/yr)
Contingencies:	£300.00		£300.00	£300.00	£200.00	Reduced by £100 to keep precept increase lower for 17/18 may get Transp Grant for webhosting
	<b>£6,786.00</b>	<b>£3,165.34</b>	<b>£3,768.22</b>	<b>£6,933.56</b>	<b>£7,241.00</b>	
Transparency Fund Grant	£344.33					
Locality grant from SCC Jenny Antill	£1,000.00					Spent on defibrillator project
Agreed spending from reserves:						
Defibrillator project	£771.56	£1,650.00	£254.50	£1,904.50		Defibrillator project (use Jubilee steps money)
	<b>£8,901.89</b>	<b>£4,815.34</b>	<b>£4,022.72</b>	<b>£8,838.06</b>	<b>£7,241.00</b>	<b>Proposed precept for 2017/18 £7241</b>
						<b>Tax base not known yet but if 181.25 = £39.95 for a band D property</b>
				<b>Estimated</b>		Precept for 2016/17 £6,786 plus CTax Support Grant £43.08
<b>Reserves (Cash at Bank)</b>	<b>As at 1.4.16</b>			<b>at 31.3.17</b>		Tax Base 181.25 = £37.44 for a band D property
Footpath Working Group	£1,654.87					Budget approved 25 Jan 16 minute ref 18/16
KCPC Working Group (Ring fenced)	£4,479.47					
Jubilee Steps	£771.56			£0.00		Precept for 2015/16 £6,700 plus a CTax Support Grant £86.17
Election provision	£787.50			£812.50		Tax Base 180.31 = £37.16 for a band D property
Church Walk Maintenance Fund	£1,300.00			£1,430.00		
Admin photocopier reserve	£35.00			£0.00		Precept for 2014/15 £6604 plus a CTax support grant £129.25
Training reserve	£217.97					Tax Base 177.72 = £37.16 for a Band D property
Footpath Map printing reserve	£38.50			£113.50		
Fixed Asset Reserve	£564.63					Precept for 2013/14 £6375.00 plus CTax support grant £471
Council Tax Support grant money	£686.42			£729.50		Tax Base 171.55 = £37.16 for a Band D property
General Parish Council Reserve	£5,290.72					
	<b>£15,826.64</b>					
General PC reserves - advice is to hold between 6-12 months gross expenditure (£5,000 - £10,000)						Precept £6786.00 50% rec'd (£?) Babergh CTax support grant £43.08 rec'd (£0) VAT repayment £240.70 (amount paid 16/17) Bank Interest £5 (£0 interest rate now 0%) <b>Total £7074.78</b>

## **KCPC WORKING GROUP REPORT 14<sup>th</sup> November 2016**

Annual RoSPA safety inspection completed and report received and circulated to all councillors. KCPC working group are already aware of the few items noted by the inspector which need action. The overall risk rating is Medium, in line with previous year's reports.

There has been a delay in renovating the bark area, but work is expected to start next weekend and completed by the end of the month. The working group is very grateful to Ian Fidell for all his hard work and also Chris Partridge for his time and offer of equipment.

The mower will be put in for a service and the playground tidied up before winter.

There is little evidence that the exercise equipment gets much use, but it remains available.

Some minor repairs are needed to the cricket net.

The Quiz Night held on the 11<sup>th</sup> November was well received though sadly numbers were well down on last year, with some last minute cancellations. Fortunately the raffle was well supported. We used a new supplier for the food; we hope to retain their good will despite the lower than estimated order. Financially the evening was a success making a profit of ££403.83.

We are still looking for more volunteers to join the grass mowing rota.

Jonathan Marsh