

**MINUTES OF KERSEY PARISH COUNCIL ORDINARY MEETING HELD ON
MONDAY 7 MARCH 2016 IN KERSEY VILLAGE HALL AT 7.30 PM**

PRESENT

John Hume – Chair, John Maltby, Giles Hollingworth, Yvonne Martin, Iqbal Alam, Natalie Blyth – the Internal Auditor, 9 members of the public and the Clerk – Sarah Partridge. Alan Ferguson attended for part of the meeting.

23/16 APOLOGIES were received and accepted from Veronica Partridge and Ian Fidell. Jenny Antill had also sent her apologies.

24/16 ACCEPT MEMBERS' DECLARATIONS OF INTEREST - None

25/16 CONSIDER ANY DISPENSATION REQUESTS FOR PECUNIARY INTERESTS RECEIVED FROM COUNCILLORS – None received

26/16 REPORTS -*The meeting was adjourned to receive reports.*

a) **Babergh District Councillor – Alan Ferguson** gave his report and answered questions from the floor. His report is appended to these minutes.

Alan then gave his apologies and left the meeting.

b) **Suffolk County Councillor – Jenny Antill** had sent a report which was read by the Clerk. Her report is appended to these minutes.

The meeting was reconvened.

27/16 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 25 January 2016 were signed and dated as being correct.

28/16 CLERK'S REPORT

Due to on-going changes in policing PCSO Coleman or other officers will no longer attend parish council meetings as their time is being directed elsewhere. The station clerk at Hadleigh police station used to compile monthly crime reports but due to funding cuts there is no longer a station clerk so there will not be any more monthly crime reports and the Parish Council will no longer have a regular item on the agenda at meetings to receive a report from the police. The intention is that all parishes will attend the Babergh East Police and Parish Forum.

The Bildeston Road bench has been repaired and put back in place by the contractor who damaged the bench while carrying out some hedge cutting. Two Councillors have agreed to inspect the bench and treat with a preservative to protect the timber.

The school Eco Committee have agreed to join in with the spring litter collection and will be tidying areas of the village next week. On Saturday 12 March all residents in the village are encouraged to join in with this initiative, meeting at Vale Lane triangle at 10am.

The Parish Council has received notification that Mill Lane will be closed to traffic for BT cabling works between 14 and 18 March.

29/16 CORRESPONDENCE

All correspondence for the Parish Council had been circulated to Councillors. Items of note were:

a) The Parish Council received information about a petition organised by our local MP, James Cartledge to gather support for improved mobile phone reception in South Suffolk. The petition was left in The Bell for anyone interested to sign and this was then sent back to the MP at the House of Commons.

b) Suffolk Walking Festival 14th May - 5th June 2016. The annual walking festival is a partnership project supported by all of Suffolk's local authorities and is spearheaded by the Discover Suffolk project at Suffolk County Council. There is a link on the Kersey website. There will be a varied programme of 77 themed walks across the county range in length from a gentle stroll of one mile, to a challenging 60 miles in 24 hours and will take place along Suffolk's glorious coast, through scenic,

gently undulating countryside and around our medieval towns and villages. This year's festival launch also marks the start of Suffolk's Year of Walking which aims to inspire people to build more walking into their everyday lives and to discover what fun it is.

c) The Parish Council had received a letter from Police Sergeant Milbourne explaining the revised policing arrangements following the review and inviting all the parishes to send a representative to a meeting being held on 16th March 2016 at the Brantham Leisure Centre at 7.30pm. He will be in attendance as will Inspector Horton who will be the locality Inspector for Ipswich West and Hadleigh from the 4th April. This meeting is a chance for Parish Councils to hear how the service is being reshaped and also to ask any questions about the changes. The Parish Council are strongly urged to send a representative so they are fully informed. Sergeant Milbourne will attend these bi-monthly meetings to which all the parish councils are invited in order to maintain local links. The meeting is moved around the area to allow everyone a fair chance to attend. Attendance at these meetings was discussed at the January Parish Council meeting and it was agreed we would receive the minutes and attend on an ad-hoc basis. Councillors discussed attending this first meeting to get a better understanding of how this new relationship with the police will work but unfortunately no one is able to attend. The Clerk will send apologies and one of the Councillors will try to attend the next meeting. There were no other items of note which are not already on the agenda to discuss later in the meeting.

30/16 FINANCE

A copy of the accounts to date and a financial statement, showing bank balances and expenditure for approval were tabled by the Clerk; these are appended to the minutes. Payments were all approved. Councillors looked at the budget comparison to see actual spending against the budget, appended. This showed that at the end of the financial year it is estimated the Council will be within budget. It was agreed that any underspend on the training budget should be carried forward to the next financial year. It was also confirmed that, as agreed last year, any underspend in the budget at the end of the year would be transferred to the fixed asset reserve.

Giles Hollingworth confirmed that he had checked the latest monthly bank reconciliations, which were all in order and had signed to confirm they had been checked.

The Clerk confirmed the fidelity guarantee is £25,000 which will cover the maximum total funds held. Estimated money at the bank in April will be £20,600, plus the first precept instalment due in April of £3393.

Babergh have written to confirm they have received the precept request for £6786 and the first 50% payment will be made in April.

Barclays Bank has written to inform the Parish Council they are changing the savings account from a Business Saver Account to a Business Premium Account in June. The service offered will be almost identical, interest rates will remain unchanged.

31/16 PLANNING APPLICATIONS

B/15/01196 Land to the rear of 1-6 The Street for the erection of 6 two storey dwellings. This application has been delayed and it is now likely that it will be decided by the Planning Committee at Babergh at a meeting in April.

B/15/01247 Land west of Holly Tree Cottage, The Green - Erection of new single-storey building to provide stables and tack room/feed store; re-siting of existing animal shelter to provide hay store; and associated ground works and hard standing. Babergh District Council has granted permission for this application. Unfortunately the Parish Council objections were not received by Babergh before they made their decision. The Clerk had asked the planning officer to respond to the objections raised by the Parish Council. He had responded to say that had the Parish Council comments been received before he had made his decision they would not have altered the decision to approve the application. He had responded with detailed explanations as to why the Parish Council objections would not have affected the decision. This information had been circulated to Councillors.

B/15/01074 River House Farm, Church Hill – change of use of principle barn to residential dwelling (Class C3) and associated alterations; extension and alteration of existing smaller barn building to form garage and annexe in relation to proposed dwelling; and removal of another smaller timber barn building to form car parking area. Babergh has granted permission for this change of use.

B/16/00162 Green Acres, Wickerstreet Green – Erection of two-storey side extension, single-storey side extension and erection of double garage (following demolition of existing garage and garden room). Insertion of 2 dormer windows. Some of the Councillors had carried out a site visit. Iqbal Alam stated that since he had not attended the site visit he would not comment on this application. Councillors looked at the plans and documentation relating to this application and discussed the proposal. The Parish Council agreed to fully support this application.

32/16 KCPC WORKING GROUP

A report from the KCPC Working Group chairman, Jonathan Marsh, was read. This report is appended to the minutes.

Councillors all had a copy of the KCPC budget, which was approved. Copy appended.

33/16 FOOTPATH WORKING GROUP

John Maltby had little to report. The mowers are in working order and ready for use. He had purchased some fuel ready for the new mowing season.

Councillors all had a copy of the Footpath budget, which was approved. Copy appended.

34/16 TO DISCUSS THE DRAFT PARISH ACTION PLAN CREATED FOLLOWING THE PARISH PLAN REVIEW

Councillors all had a copy of the final Parish Plan Review report, copy appended, which it was agreed was a good summary of the review process and consultation outcomes. The Parish Action Plan had been put together as a result of this Parish Plan Review which had been carried out in 2014.

Unfortunately it had taken a long time to get the final report completed and the new Action Plan put together, partly due to a lack of time and a lack of support and enthusiasm for the review by the community. Once this Action Plan, based on the results of the review, has been approved it will need to be up dated as there are some items where progress has been made and some that have changed in their direction following more recent consultation with residents. Some Councillors felt the Action Plan needed more discussion before it could be adopted by the Parish Council. It was agreed to arrange a meeting.

35/16 TO RECEIVE AN UPDATE ON THE POSSIBILITY OF REMOVING ONE OF THE TELEGRAPH POLES NEAR THE SPLASH

John Hume is continuing to have email exchanges with BT and Openreach and is still hopeful of a positive outcome.

36/16 TO RECEIVE A REPORT ON THE POSSIBILITY OF INSTALLING A DEFIBRILLATOR IN KERSEY

Iqbal Alam had contacted Heart Safe who sell and give advice about community public access defibrillators. There have been huge advances in defibrillator technology and there are a wide range of defibrillators available with varying specifications, some offering a superior level of service with better outcomes for patients. When considering the purchase of a community public access defibrillator training for members of the community is an important factor. However community public access defibrillators are for use by lay people and the equipment talks the user through the whole process making them very safe. The approximate cost of a community public access defibrillator including training is £2,000. Heart Safe has found that the most difficult decision is where to locate the units. The unit needs to have a power supply to keep the battery charged and ready for immediate use. Councillors felt that it would be good to have a defibrillator in Kersey. It was agreed that the telephone kiosk was not the right location, other locations which could be considered are outside the village hall or the pub. It was agreed Iqbal should continue to investigate and to contact the Community Heartbeat Trust who had already offered support via a resident. *The meeting was adjourned to find out the views of the members of the public present.* It was commented that there may be support from the British Heart Foundation. All seemed to agree that it would be good to have one in Kersey. *The meeting was reconvened.*

37/16 TO DISCUSS ROAD SAFETY IN THE VILLAGE, INCLUDING PARKING, SPEED LIMITS AND PEDESTRIAN ROUTES

Giles Hollingworth reported that the working group (Giles Hollingworth, John Maltby, Yvonne Martin, Natalie Blyth and Andrew Hazell) had yet to meet. They would try to meet soon.

The Clerk gave an update on progress. Highways still hope to cut back the shrubby self-seeded growth to improve visibility at the A1141 crossroads. Speed monitoring equipment has been fitted in the village on Cherry Hill which should provide useful data in due course. The Clerk had spoken to Clive Arthey, the landowner, about a possible permissive pedestrian route around the edge of his field. He had discussed this with family members but they are not keen as it would have an impact on their farming operations. The Clerk also discussed with the landowner, Clive Arthey, the gates at the bottom of the footpath near the village sign. Currently there is a 5 bar field gate and the remains of a kissing gate. He is minded to remove the five bar gate and replace this with an offset fence so pedestrians can walk through easily.

38/16 TO RECEIVE A REPORT ON THE BENEFITS, COSTS AND WORK INVOLVED TO CREATE A NEIGHBOURHOOD PLAN FOR KERSEY

Iqbal Alam had done some initial investigation. He said that a Neighbourhood Plan becomes part of the District Local Plan, land is identified in the parish where development can take place and then planning permission will be granted on these sites. It is a critically important document; the community would need to work closely with the planning department. Iqbal felt there was no value in progressing a Neighbourhood Plan until a decision is made about the planning application for proposed cottages behind 1-6 The Street so there is an understanding of the views of planning officers. It was suggested it would be good to talk to the Chairman of Lavenham Parish Council who is very keen on Neighbourhood Plans; the Lavenham plan is nearing completion. It was also suggested that Iqbal talked to Nick Ward a planning officer at Babergh who advises on Neighbourhood Plans and other community led plans and documents. To complete a Neighbourhood Plan is a huge undertaking and will commit the community to some long term agreements but it does give some say in what happens in terms of development. It was agreed Iqbal should do some more investigation and contact Nick Ward for his advice.

39/16 COMMUNITY EMERGENCY PLAN – TO AGREE NEXT STEPS

John Hume has put together a draft Emergency Plan. John is going to contact the people named in the document to make sure they are happy that their details are included in the document. Then the draft will be circulated to all Councillors for their comments. Once finalised the Community Emergency Plan will be shared with the community and published on-line.

40/16 REVIEW OF EFFECTIVENESS OF INTERNAL AUDIT AND INTERNAL CONTROL SYSTEMS

To comply with accounts and audit regulations the Parish Council must review the effectiveness of internal audit as this is a risk assessment of the internal auditor and the work performed. During the year the Parish Council had agreed Terms of Reference for the Internal Audit and an Internal Audit Plan. Councillors all had details of this and the biannual reports from the Internal Auditor are presented at meetings for all Councillors to read. The Parish Council also has a system of internal control, which all Councillors have a copy of. It was agreed these internal control systems were appropriate. As part of the review Councillors considered the:

- Scope of the internal audit – is it covering all of the relevant risks?
- Independence – is the internal auditor sufficiently independent, unbiased and objective?
- Competence – are they knowledgeable enough to do the job well?
- Relationships – responsibilities of members, clerk/RFO and internal auditor are defined?
- Internal Audit planning and reporting – are reports given so that action plans can be developed and improvements made?

Our Internal Auditor, Natalie Blyth, was also consulted about this review and has confirmed that she believes that the procedures and safeguards the Parish Council has in place are suitable and relevant to a Council of this size. Natalie confirmed that she is independent of the day to day business of the

Council and believes she is competent for the tasks required. She is happy to continue in the role of Internal Auditor for the coming year. A question was raised about training for the role of Internal Auditor, Natalie and the Clerk are not aware of any training offered for internal auditors but should training be offered Natalie would be happy to attend. It was confirmed that it is the Council as a whole that is responsible in law for ensuring that its financial management is adequate and effective. Councillors agreed that all the procedures and safeguards in place were appropriate and effective. A copy of the review document is appended to these minutes.

41/16 REVIEW OF RISK ASSESSMENTS

Councillors all had copies of the Parish Council risk assessments, appended. It was agreed all risks had been taken into account and there is appropriate management of the risks facing the Council.

42/16 TO AGREE PAYMENTS TO THE CLERK FOR HOURS AND INTERNET CONNECTION RELATED TO THE NEW TRANSPARENCY CODE

Having been successful in the application to the NALC Transparency Fund for Smaller Authorities the Parish Council received a total of £1091.01 in grant funding as compensation to help with the burden of complying with the new Transparency Code. At the October Parish Council meeting, when the application was approved, the Council agreed in principle that if the application was successful any funding received for additional hours worked by the Clerk for Transparency Code work would be passed on since she had worked more than her contracted hours due to this additional burden (minute ref 131/15). The Clerk has been keeping a record of the additional hours worked to ensure that the Council has been compliant since 1 April 2015. As part of the application the Parish Council applied for funding to cover the cost of broadband internet usage, most Parish Councils do make a contribution to Clerks for internet usage. Following the Clerk's salary review in October it was agreed a contribution should be paid to the Clerk for internet usage, from 1 November 2015 this is included in the Clerk's Home working expenses. The grant funding was for £1/week (£52/year) for broadband internet usage. Internet usage for 1 April to 31 October 2015 is 30 weeks, £30. It was agreed to pay the Clerk £572.71 for the additional hours and £30 for internet usage.

43/16 TRAINING

Information about training courses is regularly circulated to all Councillors.

44/16 REPORTS FROM MEETINGS

John Maltby gave his report from the SALC/Babergh Area meeting on 29 February 2016. The report is appended. A couple of points were discussed by Councillors. (Also appended are the minutes of the SALC/Babergh Area meeting which clarify and correct the points raised from the report.)

45/16 FORTHCOMING MEETINGS

16 March Babergh East Police & Safer Parish Forum 7.30pm Brantham Leisure centre. Apologies will be given as no Councillors are able to attend.

22 March Kersey Footpath Working Group meeting 7.30pm The Bell

46/16 ANY OTHER BUSINESS

The Parish Council had been asked by the Parochial Church Council whether the Parish Council had any plans to celebrate the Queen's 90th birthday on 11 June 2016. Councillors did not have any particular ideas and there isn't much time to organise anything. The Church has no firm plans at present but they are planning a special church service. *The meeting was adjourned to ask members of the public present if they had any ideas.* Comments made were that if an event is organised it should be kept simple. It was suggested that there would be more community enthusiasm if any event and hospitality was free of charge. Councillors were asked to give the matter some thought. *The meeting was reconvened.*

A Councillor asked if it could be reported to Highways that there are several road signs in the parish which are bent and or leaning over. The Clerk will contact Highways.

It was asked if anyone had any ideas how to encourage road users not to throw their fast food packaging out of the car windows when passing through the parish. A considerable amount of fast food packaging is regularly picked up from verges in the parish. There were no solutions offered. Giles Hollingworth asked for a discussion about the Telephone Kiosk to be put on the next agenda.

The meeting was adjourned for 'Parish Time'

Following on from the discussion about defibrillators it was commented that it would be good to have one in Kersey but in the meantime perhaps it would be good to promote the location of the nearest defibrillators to Kersey. There is one at the back of the Co-op in Hadleigh and another outside The Fleece pub in Boxford.

Concern was raised about the increased traffic that would pass through the village when Mill Lane is closed for BT cabling works. It was also commented that in the newspaper it stated that Hall Road would be closed when it is actually Mill Lane. The Clerk had already notified SCC a couple of times about this error which has yet to be corrected.

The pot hole near Cosford Bridge was notified again, the Clerk will remind Highways about this pot hole which is now very large.

The meeting was reconvened.

There being no further business, the meeting closed at 9.31 pm.

Appended to these minutes are 29 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 7 March 2016
- Kersey Parish Council budget comparison
- KCPC Working Group report
- KCPC Working Group budget
- Footpath Working Group budget
- Parish Plan Review Report (8 sheets)
- Review of Effectiveness of Internal Audit of Kersey Parish Council
- Kersey Parish Council Business Risk Assessment (3 sheets)
- Kersey Parish Council Mowing, Strimming and Hedge Trimming Risk Assessment (2 sheets)
- Kersey Parish Council Office Risk Assessment (2 sheets)
- Report from the SALC/Babergh Area meeting and minutes (4 sheets)

Report to Kersey Parish Council, Monday 7th March 2016

I apologise that I am unable to come this evening.

Budget

The budget for 2016/17 was voted through in Full Council in February. Although general council tax will not be increased, the county's share of the bill will be increased by 2% to reflect the Government's Social Care Levy which is ring fenced for spending on Adult Social Care. 90% of councils in England will be raising this Levy and many will also be increasing council tax to the maximum allowed without a referendum of 3.9%. Suffolk County Council will not be doing this.

SCC Childrens' Services receive OFSTED 'Good' rating

Suffolk County Council's Services for looked after children have been rated 'good' by OFSTED following a recent inspection. 78 Councils have been inspected under this framework, and only 17 have received 'good' ratings, so this is an achievement.

Devolution

Suffolk's Devolution plans remain in a state of some confusion as the Government has decided that Cambridgeshire must now be included in the mix. However I know that a good deal of work has taken place since Cambridgeshire got involved and it is possible that the outline of a deal will be agreed shortly.

The lack of any real consultation continues to be of concern, the whole process being a dialogue between council leaders and central government.

Secondary School Applications.

This year, Suffolk County Council received 7,137 applications from parents and carers indicating which secondary school they would prefer their child to be educated at from September 2016.

92.9% of applicants received offers for their first preference school and 97.7% of applicants received an offer for one of their top three preferred schools. This percentage figure of 97.7% equates to a total of 6,976 pupils.

When a parent's preference is refused, SCC will put their child's name on the waiting list for that school automatically and tell them how they can make an appeal, should they wish to do so.

Suffolk compares well with other parts of the country, in particular those that are more urban in character. In Birmingham for example only 64% of children received offers from their top preferred school and in Hammersmith and Fulham the number was 52%.

Community Transport

I have forwarded to Mrs Partridge some information about new arrangements for community transport that will commence in June 2016.

The aim is to deliver more efficient and effective services based on district and borough administrative boundaries. Officers believe that residents will receive an improved service at lower cost.

In Babergh the service will be delivered by Hadleigh Community Transport, subcontracting to Go Start from Sudbury. Both organisations, with whom the Council have worked in the past, have been involved in the redesign process

High speed broadband

The procurement issues caused by the EU that I mentioned at the last meeting have apparently now been resolved and it is hoped that details of the roll out of the programme beyond September 2016 will be available soon.

I have been investigating the question of whether satellite equipment can be temporarily fixed to listed buildings to enable those with less than 2 mps to receive faster broadband, and hope to have more information on this shortly.

Kersey

Highways - Action items following our meeting in January:

Steve Merry confirmed by e mail on Friday that he has ordered a speed test for the village some 3 to 4 weeks ago but this may not have been carried out yet.

He has had problems with cutting back the bushes at one of the road junctions as requested at our recent meeting due to capacity problems but will try to get this done before the nesting season commences.

Jenny Antill

March 2016

REPORT TO KERSEY PARISH COUNCIL MEETING – MONDAY 7th MARCH 2016

ALAN FERGUSON (DISTRICT COUNCILLOR FOR SOUTH COSFORD)

Introduction

A short report today.

Only Two Interesting Updates

1. Devolution:

Devolution remains the Number 1 issue for the Council. In my last report I asked “Where and when will it end”? That remains the pertinent question because Lord Heseltine’s office apparently sees “bigger is better” as the basis for Devolution. It’s a shame that was not made clear at the very start as it would have avoided some nugatory work. Now, the possibility is for Norfolk + Suffolk + Cambridge + Peterborough all are being considered and possibly more.

The “elected mayor” is still a contentious issue. We are not quite back to square 1 but there are now even more questions than answers. We may get a better idea in the Chancellor’s next budget later next month when he hopes to announce the devolution partnership tentative arrangements.

I still see it as an opportunity to be explored.

2. Council Tax 2015-16

You will recall that Babergh Councillors have decided that to meet a potential budget deficit with cut backs in Central Govt funding a rise in Council tax next year is unavoidable. This will mean an additional £5.00 for the year (on a Band D property). I see this as a small increase to maintain services when we really do have a potentially serious budget deficit to address in years 2017-20. However, we now have a better idea about the real cost of the 2% increase in the County element for social care which is likely to add about £30 to Council tax bills for 2016/17. Not good news

Alan Ferguson

KERSEY PARISH COUNCIL
1 April 2015 - 31 March 2016

Printed on 04/03/2016

RECEIPTS

Date	Credit ref	Detail	Precept	KCPC	Footpath	Jubilee Steps	Other Receipts	VAT	Total Receipts	Sub total
1-Apr-15		Balance brought forward		£ 4,025.71	£ 1,250.43	£ 771.56	£ 7,594.09		£ 13,641.79	
13-Apr-15	Direct C	Babergh 50% Precept	£ 3,350.00						£ 3,350.00	
13-Apr-15	Direct C	Babergh Council Tax Grant					£ 86.17		£ 86.17	£ 17,077.96
8-Jun-15	bank	Interest 2 Mar-7 Jun					£ 1.94		£ 1.94	£ 17,079.90
7-Sep-15	bank	Interest 8 Jun-6 Sep					£ 1.90		£ 1.90	
14-Sep-15	Direct C	Babergh 50% Precept	£ 3,350.00						£ 3,350.00	
16-Sep-15	Direct C	SCC- Footpath mowing Inv 10			£ 207.70				£ 207.70	£ 20,639.50
16-Nov-15	100090	KCPC Quiz money		£ 1,160.50					£ 1,160.50	
25-Nov-15	Direct C	HMRC VAT repayment						£ 1,003.61	£ 1,003.61	£ 22,803.61
7-Dec-15	Bank	Interest 7 Sept-6 Dec					£ 2.07		£ 2.07	
21-Dec-15	Direct C	SALC - Transparency Fund grant					£ 1,091.01		£ 1,091.01	£ 23,896.69
19-Feb-16	Direct C	SCC- Footpath mowing Inv 12			£ 207.70				£ 207.70	£ 24,104.39
			£ 6,700.00	£ 5,186.21	£ 1,665.83	£ 771.56	£ 8,777.18	£ 1,003.61	£ 24,104.39	

KERSEY PARISH COUNCIL
1 April 2015- 31 March 2016

Printed on 04/03/2016

PAYMENTS

Date	Cheque No	Detail	General Admin	Clerks Salary	Training/ external meetings	Street Lighting	KCPC	Footpath	Jubilee Steps	S137	Other Payments	VAT	Total Payments	Sub total
11-May-15	101050	c SALC - Annual Subscription	£ 162.00										£ 162.00	
11-May-15	101051	c Community Action Suffolk subs	£ 30.00										£ 30.00	£ 192.00
13-Jul-15	101052	c Babergh DC - election costs									£ 87.50		£ 87.50	
13-Jul-15	101053	c SALC- Clerk networking/training			£ 15.00							£ 3.00	£ 18.00	
13-Jul-15	101054	c BDO - Audit Fee	£ 100.00									£ 20.00	£ 120.00	
13-Jul-15	101055	c S Partridge - Clerk's salary		£ 961.87									£ 961.87	
13-Jul-15	101056	c S Partridge - home working exp	£ 39.00										£ 39.00	
13-Jul-15	101057	c S Partridge - Clerk's exp			£ 18.44								£ 18.44	
13-Jul-15	101058	c Kersey Playing Field Assoc									£ 37.77		£ 37.77	£ 1,474.58
10-Aug-15	101059	c LCPAS - Training			£ 110.00								£ 110.00	£ 1,584.58
14-Sep-15	101060	c S Partridge - Clerk's salary		£ 960.73									£ 960.73	
14-Sep-15	101061	c S Partridge - home working exp	£ 39.00										£ 39.00	
14-Sep-15	101062	c S Partridge - Clerk's exp	£ 10.65		£ 1.70							£ 2.13	£ 14.48	
14-Sep-15	101063	c Pertwee Estates - KCPC exp					£ 21.50					£ 4.30	£ 25.80	
14-Sep-15	101064	c Kersey Village Hall - hire	£ 30.00		£ 5.00								£ 35.00	
14-Sep-15	101065	c SCC - Footpath map reprint									£ 136.50		£ 136.50	£ 2,796.09
30-Sep-15	101066	c Business Services at CAS Ltd									£ 465.24		£ 465.24	
2-Oct-15	101067	c MR Sargeant - Glebe hedgecut									£ 75.00	£ 15.00	£ 90.00	
2-Oct-15	101068	c M Pertwee - KCPC Expenses					£ 4.17					£ 0.83	£ 5.00	
6-Oct-15	101069	c Playsafety Ltd - RoSPA									£ 80.00	£ 16.00	£ 96.00	£ 3,452.33
16-Nov-15	101070	c St Mary's PCC									£ 400.00		£ 400.00	
16-Nov-15	101071	c SALC - Training Clerk			£ 75.00							£ 15.00	£ 90.00	
16-Nov-15	101072	c S Partridge - laptop computer									£ 429.18	£ 85.80	£ 514.98	
16-Nov-15	101073	c S Partridge - Clerk's exp	£ 30.46		£ 10.35							£ 6.09	£ 46.90	
16-Nov-15	101074	c Kersey Village Hall - KCPC quiz					£ 40.00						£ 40.00	
20-Nov-15	101075	c Grays Takeaway - KCPC quiz					£ 545.00						£ 545.00	
23-Nov-15	101076	c LCPAS - Training			£ 110.00								£ 110.00	£ 5,199.21
25-Jan-16	101077	c SCC - Street Lighting				£ 169.94						£ 33.99	£ 203.93	
25-Jan-16	101078	c S Partridge - Clerk's salary		£ 960.73									£ 960.73	
25-Jan-16	101079	c S Partridge - home working exp	£ 48.00										£ 48.00	
25-Jan-16	101080	c S Partridge - Clerk's exp	£ 15.50		£ 2.00							£ 1.67	£ 19.17	£ 6,431.04
													£ -	
			£ 504.61	£ 2,883.33	£ 347.49	£ 169.94	£ 610.67	£ -	£ -	£ -	£ 1,711.19	£ 203.81	£ 6,431.04	

**KERSEY PARISH COUNCIL
FINANCE**

Details for Parish Council Meeting, 7 March 2016

Bank Balances At 29 February 2016

Business Saver Account	£16,504.19
Current Account	<u>£1,169.16</u>
	<u>£17,673.35</u>

Payments made since the last meeting

Chq no.
None

Payments Due

<u>Chq no.</u>		
101081	Babergh DC - Dog bin emptying service	£49.55
101082	Kersey Village Hall - Hire	£30.00
101083	S Partridge - Clerk's Salary	£960.73
101084	S Partridge - Clerk's Working from home expenses	£52.00
101085	S Partridge - Clerk's Expenses	£21.74
101086	WJ Green - KCPC mower service	<u>£136.89</u>
		<u>£1,250.91</u>

Expenditure Agreed

Prepared by the Clerk for Kersey Parish Council

KERSEY PARISH COUNCIL
Budget to 31 Mar 2016 and Precept for 2016/2017

Printed on 04/03/2016

	2015/16	2015/16	2015/16	2015/16	2016/17	
VAT not included in budget figures	Budget/ Precept 2015/2016	Actual to 29 Feb 2016	Estimated balance to 31 March 2016	Estimated total to 31 March 2016	Budget/ Precept 2016/2017	Notes:
Post/Tel/Stationery/copier cartridge	£100.00	£56.61	£18.12	£74.73	£135.00	16/17 copier cartridge to be included here
Allow £70.00 for copier cartridge	£35.00		£35.00	£35.00	£0.00	Biannual replacement usually sufficient, put 50% in each year
Clerk's computer/working from home	£156.00	£126.00	£82.00	£208.00	£208.00	£4/week agreed Oct 15 at appraisal & review overspend funded from Transparency Fund grant
Hall Hire:Parish Council 10 @ £5	£50.00	£20.00	£25.00	£45.00	£50.00	Clerk's home working Internet April to Oct £30 funded by Transparency Fund grant
Annual Parish Meeting @ £10	£10.00	£10.00	£0.00	£10.00	£10.00	
SALC subscription	£162.00	£162.00	£0.00	£162.00	£166.00	16/17 estimate (actual notified 1 Feb 16 as £168.54)
Community Action Suffolk subs	£30.00	£30.00	£0.00	£30.00	£30.00	
Audit	£0.00	£100.00	£0.00	£100.00	£100.00	14/15 to 16/17 no fee if income/exp below £10,000 15/16 £100 from contingency
ICO Data Protection registration	£35.00		£35.00	£35.00	£35.00	15/16 investigate and clarify need to register Clerk's hours to be funded by Transparency Fund grant £572.71
Sub total for Admin	£578.00	£504.61	£195.12	£699.73	£734.00	
Clerks Salary	£3,845.00	£2,883.33	£1,533.44	£4,416.77	£3,920.00	15/16 SCP27 £12.317/hour 16/17 est 2% inc
Training/External Meetings	£250.00	£347.49	£5.00	£352.49	£250.00	LCPAS whole cl £120 Clerk netwk x2 £20+mileage 15/16 + £200 from last yr budget
Street Lighting	£210.00	£169.94	£0.00	£169.94	£210.00	Doesn't inc possible move/replacement of light at Splash Total Training funded by transparency Fund grant £120.46
CAS Suffolk Insurance	£480.00	£465.24	£0.00	£465.24	£480.00	3 year long term undertaking from Oct 2014
Glebe Insurance	£50.00	£37.77	£0.00	£37.77	£50.00	
Hedge Cut - The Glebe	£83.00	£75.00	£0.00	£75.00	£83.00	
Playground Safety Inspection	£85.00	£80.00	£0.00	£80.00	£85.00	
Dog Litter Bin emptying charge	£43.00		£41.29	£41.29	£44.00	
St Mary's Church	£400.00	£400.00	£0.00	£400.00	£400.00	15/16 split £245 Churchyd £110 Nletter £45 Clock (last increased Nov 2014)
Chairman's Allowance	£0.00		£0.00	£0.00	£0.00	
Election costs	£25.00	£25.00	£0.00	£25.00	£25.00	Routine elections every 4 years, election in May 2015 so some reserves used
Church Walk future maintenance	£130.00		£130.00	£130.00	£130.00	
Footpath Map printing reserve	£75.00	£75.00	£0.00	£75.00	£75.00	Build up reserve for reprint £75/year (approx 1,000 maps/yr)
Contingencies: software for laptop	£300.00	£83.34	£0.00	£83.34	£300.00	15/16 £100 to audit budget
Tax base fluctuation allowance	£146.00		£0.00	£0.00		Introduced to protect the PC from having to increase council tax due to tax base changes.
	£6,700.00	£5,146.72	£1,904.85	£7,051.57	£6,786.00	In recent years changes to the way tax bases are calculated has impacted council tax with the potential of precept capping it was felt best to keep council tax at the same level
<i>Transparency Fund Grant</i>	<i>£1,091.01</i>					
Laptop for Parish Council		£345.84	£0.00	£0.00	£0.00	Funded from the Transparency Fund grant of £1091.01
Agreed spending from reserves:						
Election provision reserve		£62.50	£0.00	£62.50		Uncontested election total cost £87.50 (£62.50 from reserve & £25 from current budget)
Footpath map printing reserve		£61.50	£0.00	£61.50		Map reprint, received 2,000 maps total cost £136.50 (£61.50 from reserve £75 current budget)
	£7,791.01	£5,616.56	£1,904.85	£7,175.57	£6,786.00	Precept for 2016/17 £6,786 plus Council Tax Support Grant from Babergh £43.08
						Tax Base 181.25 = £37.44 for a band D property
				Estimated		
Reserves (Cash at Bank)	As at 1.4.15			at 31.3.16		Precept for 2015/16 £6,700 plus a Council Tax Support Grant from Babergh £86.17
Footpath Working Group	£1,250.43					Tax Base 180.31 = £37.16 for a band D property
KCPC Working Group (Ring fenced)	£4,025.71					
Jubilee Steps Working Group	£771.56			£771.56		Precept for 2014/15 £6604 plus a Council Tax support grant from Babergh £129.25
Election provision	£850.00			£787.50		Tax Base 177.72 = £37.16 for a Band D property
Church Walk Maintenance Fund	£1,170.00			£1,300.00		
Admin photocopier reserve	£0.00			£35.00		Precept for 2013/14 £6375.00 plus CTax support grant £471
Footpath Map printing reserve	£100.00			£38.50		Tax Base 171.55 = £37.16 for a Band D property
Fixed Asset Reserve	£300.00					
Council Tax Support grant money	£600.25			£686.42		Precept confirmed for 2012/13 £6151
General Parish Council Reserve	£4,573.84					Tax Base 187.00 = £32.89 for a Band D property
	£13,641.79					
						Precept agreed for 2011/12 £5930
Reserves should be between 3-12 months gross expenditure (£2,250 - £9,000)						Tax Base 183.96 = £32.23 for a Band D property
						Total £7794.78

KERSEY COMMUNITY PLAYGROUND COMMITTEE

REPORT 7th March 2016

In the 4 months since my last report there has been relatively little activity in the playground.

The mower has been serviced and retuned, and is currently locked up in my shed.

A maintenance day has been booked in for Sunday 20th March at 10.30am. All volunteers are welcome.

Dominique Young has very kindly agreed to take on the role of Secretary, and is making herself familiar with the workings of the group.

We have managed to recruit a few more volunteers for the mowing and Pascoe Gibbons has distributed the rota for 2016.

It is still the intention to professionally renovate the bark area around the swings, though there has been little progress on this matter, also the wet ground would not be suitable to heavy equipment at present. It has been noticeably muddy around the gate area etc, and any surplus bark might help the situation.

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

Due to wet conditions the cricket net is not useable, but when conditions improve it will be treated for moss and swept.

I would like to thank all the volunteers for their help.

Jonathan Marsh

**Kersey Parish Council KCPC Working Group Budget
for Years ending 31 March 2016 & 2017**

Actual figures 2013/14	Actual for 2014/15 to		Budget for 2015/16	Actual for 2015/16 to 31 Jan 16	Proposed Budget for 2016/17
£5,608.21	£4,684.09	Estimated Reserve as at 1 April	£4,025.71	£4,025.71	£4,461.47
		Estimated Income			
		Quiz		£1,160.50	
£594.00	£0.00	Ticket sales (2013 & 2015 £9/person)	£720.00		£720.00
£67.00	£0.00	Raffle	£100.00		£100.00
		Other quiz income			
£20.00		Donation for old mower			
	£3,014.00	Slide insurance claim			
	£28.00	Old slide metal recycling income			
£681.00	£3,042.00	Total estimated Income	£820.00	£1,160.50	£820.00
		Estimated Expenses			
		General KCPC running expenses			
£17.80		General maint & safety equip	£50.00	£21.50	£50.00
		Mower maint/service	£200.00	£114.07	£150.00
£18.82		Mower fuel	£30.00	£4.17	£50.00
		Bark chippings	£300.00		£300.00
£1.50		Rubbish sacks	£2.00		£2.00
	£16.66	Printer Ink for KCPC secretary	£20.00		£20.00
		Quiz			
£40.00		Hall hire	£40.00	£40.00	£40.00
£296.82		food	£400.00	£545.00	£600.00
£0.00		prizes	£35.00		£35.00
£3.25		Other quiz expenses	£20.00		£20.00
	£17.00	Puncture repair when recycling slide			
£378.19	£33.66	sub total of general KCPC running expenses	£1,097.00	£724.74	£1,267.00
		One off additional expenses			
£81.94	£60.47	Cricket net weed barrier & timber			
£160.00	£165.00	Mats around exercise equipment			
£140.00	£141.25	Mats under rocking seal			
£424.99		Replacement mower			
£420.00	£610.00	Replacement swings			
	£95.00	Repair to gate to RoSPA standard			
	£2,595.00	Slide repairs (covered by insurance)			
		labour - dig out & remove bark under swing	£300.00		£2,000.00
		timber and membrane for swing area	£150.00		£150.00
£1,605.12	£3,700.38	Total Estimated Expenses	£1,547.00	£724.74	£3,417.00
£4,684.09	£4,025.71	Estimated Reserve at 31 March	£3,298.71	£4,461.47	£1,864.47

Quiz Nov 2013 66 people @ £9
No quiz held 2014

Budget for 2014/15 approved 13 Jan 2014 minute ref 11/14
Budget for 2015/16 approved 9 March 2015 minute ref 39/15

Kersey Parish Council
Footpath Working Group Budget
Years ending 31 March 2016 & 2017

Actual figures 2013/14	Actual figures 2014/15		Budget for 2015/16	Actual for 2015/16	Budget for 2016/17
£754.34	£969.47	Reserve as at 1 April	£1,250.43	£1,250.43	£1,665.83
Estimated Income					
Mowing Category 1 paths for SCC					
£386.40	£415.40	4154 m @ 5p/m x 2 cuts	£415.40	£415.40	£415.40
£386.40	£415.40	Total estimated Income	£415.40	£415.40	£415.40
 Estimated Expenditure					
£28.31	£15.44	Fuel - Est petrol 45 L @ £1.10/L	£54.00	£0.00	£49.50
£11.90	£6.66	Oil 2 L	£15.00	£0.00	£15.00
£15.44	£0.00	New drive belt for mower	£26.00	£0.00	£26.00
£0.00	£0.00	Other parts	£0.00	£0.00	£0.00
£115.62	£112.34	Mower repairs/service	£200.00	£0.00	£200.00
£0.00	£0.00	Volunteer insurance - Suffolk ACRE	£0.00	£0.00	£0.00
£0.00	£0.00	Safety equipment	£5.00	£0.00	£5.00
£171.27	£134.44	Total estimated Expenditure	£300.00	£0.00	£295.50
 £969.47	 £1,250.43	 Estimated Reserve as at 31 March	 £1,365.83	 £1,665.83	 £1,785.73

SCC pays the Parish Council as a contractor therefore a reserve needs to build up to pay for a replacement mower or other equipment as necessary.

From July 2013 insurance for volunteers is now included in the PC insurance package

Budget for 2014/15 approved 13 January 2014 minute ref 12/14

Budget for 2015/16 approved 9 March 2015 minute ref 40/15

Kersey Parish Plan Review 2014 Final Report

1. Introduction

Kersey completed a Parish Plan in 2008 following a huge amount of public consultation. The purpose of the original plan was to make the best of the resources available to the people in Kersey. An action plan covering the 5 year period from 2008 to 2013 was produced using the results of the public consultation, the action plan was regularly reviewed by the Parish Council and progress has been made with many action points. A copy of the original 2008 Parish Plan and the action plan showing progress made during the period is available to view on the Kersey website.

A Parish Plan takes into account the views of the whole community and reflects the local vision of how local residents would like to see the Parish change, improve and develop in the coming years. A Parish Plan can help everyone to participate in and contribute to improving social, economic, environmental and cultural wellbeing in the parish.

In 2013 it was agreed a Parish Plan Review should be carried out and a new Parish Action Plan created. It was agreed to carry out this review using plenty of public consultation and involvement to get the views of all residents in the parish. The Parish Plan and Parish Action Plan are community documents and it is not for the Parish Council to have to carry out all the points identified, but to help facilitate action and then monitor progress.

Since the Parish Plan was published in 2008 there have been no major changes to Kersey in terms of highways, housing, services and facilities. The population has remained fairly static at around 350, with an electorate of around 280.

2. The review process

In Spring 2014 articles were placed in the village newsletter, on all noticeboards around the parish and on the Kersey website explaining the review and inviting residents to help with the review.

Questionnaires were given to the primary school, pub, church and all village organisations. A questionnaire for individual residents was also made available on-line via the Kersey website, and paper copies were available in the Parish Council box in the Church. This was widely advertised around the parish and on the Kersey website. The questionnaires were created to gain an understanding about the number of volunteers working in the parish, where members live, their travel arrangements, their likes and concerns about the parish and any ideas for improvements.

A draft action plan was put together using points from the old action plan, adding new points to consider including items which regularly come up for discussion in 'parish time' at Parish Council meetings.

In April 2014 two widely advertised public consultation events were held where residents could see large printouts of the draft action plan and invited to give their views by writing comments on post-it notes and sticking them on the display sheets. There was also the opportunity to add comments about community assets and suggest new action points not already identified.

As part of the review the parish assets would be identified.

The responses to the questionnaires and those gathered at the public consultation events were analysed and a new Parish Action Plan put together based on these responses and comments.

3. Results of the consultation process

The parish assets have been identified as:

- Church
- School
- Village Hall
- Pub
- Footpath network
- Glebe and recreational facilities
- The Splash
- The beauty of the medieval village

Completed Questionnaire Responses

Village Organisations – replies received from 11 out of 14

They all make use of volunteers who are predominantly retired or over 65.

Support needed

Several organisations would like more parishioners to support and attend their meetings or events, some are struggling to survive due to lack of numbers.

Likes

Support for events, beautiful, historic surroundings, sense of continuation down the generations.

Small intimate village where most people know each other.

Village hall is spacious with good lighting.

Thriving primary school.

Concerns

Lack of car parking was a concern raised by 2 organisations who both meet in the village hall.

One organisation was concerned about village hall fees being increased, which may pose a problem.

Another group who meet in the village hall is only able to continue due to financial support from the Gray's Trust (another village organisation).

Improvements

More support at community events.

More young families in the village.

More interest in gardening and allotments.

Car parking.

No individual questionnaires were completed and returned from residents.

The Bell Inn

Employs 11 people (3 young people, 8 aged 25-50) who live in Kersey, surrounding villages and Hadleigh.

Support needed

The pub would like more support from local people, their customers mainly come from Hadleigh or further away.

Likes - Beauty of village, clean, country life, friendly.

Important to Pub - Local support, being centre point of village, functions, quiz nights etc.

Concerns

A lack of maintenance of properties in the village, owners should be encouraged to improve visual appeal as many properties look tired and let the village down.

No other attractions advertised or proposed.

No signage or info about buildings in parish which tourists would be interested in.

Improvements

To provide more public parking and to hold open garden days.

Kersey School

Employs 16 people (2 young, 9 aged 25-50, 5 aged 50-65) some living locally, some further away.

Uses 12 volunteers aged 25-50 mainly living in surrounding villages.

Travel to school is mainly by private cars.

Children attending the school mainly come from Kersey and surrounding villages and then some from Hadleigh and further away.

Support needed

Concerned about costly outgoings – the school pays for use of village hall, school house, car park.

If the village hall were to be redeveloped on a new site then it could be done in conjunction with school to provide both organisations with facilities which would better meet the needs of the school community, additional resources could be developed on this new site.

Would welcome greater involvement in school from local residents ie help with reading, sewing, craft, woodwork, gardening etc.

Likes

Lack of traffic, quiet location, relationship with church and parish, village support at school events.

Important to school

Church community – always accommodating and welcoming for school to use church.

Village location.

Safe environment, slower healthier pace of life for children, peaceful and friendly community.

Concerns

Lack of parking – would like a larger car park with safe path leading to school to reduce the risks of traffic to children.

The restricted school site is resulting in children being turned away which has an impact on staff retention due to funding being dependant on pupil numbers.

Overgrown area of land near the school/church car park and down beside the footpath into the village.

Improvements

Car park on the other side of the church and current car park partially used for extending the school.

The main points identified by the review group as a result of the questionnaire responses from village organisations, the school and pub were:

- They all like the beautiful, historic surroundings and friendly village life.
- All village organisations make use of volunteers who are predominantly retired or over 65.
- Village organisations, community events, the pub and church need to be supported.
- Car parking is a concern.

Consultation Event responses April 2014

Two drop in consultation events held in the village hall.

Saturday 5 April 10.30 - 11.30am and Monday 7 April 7pm - 8pm

The weather was warm and dry on both occasions.

The Monday evening session was immediately before the Annual Parish Meeting.

The events were widely publicised in Parish Newsletter, website and notice boards around parish.

Attendees were invited to read the proposed Parish Action Plan Points and to give their views by writing comments on post-it notes and sticking these on the large display sheets.

In total approx 27 people attended the consultation events. (7.76% of population).

Comments made on post it notes at the consultation events:

Affordable and Market Housing

No obvious need identified, last proposals were aimed at single people or couples, not families
A need should be identified before affordable housing is reconsidered
Availability of rental properties demonstrates no current need
Not a major priority
Surely there is a need in all villages
Rental property too expensive for average tenants, hence empty
There should be some small scale, appropriate development around the Parish

Planning and Development

We need to be more educated and involved
A planning seminar for residents run by the Parish Council might be useful
Planning is probably the most important role for the Parish Council
Exhibit applications and plans immediately before Parish Council meetings for public to view and invite comments from the public at the meeting

Cultural, Sporting and Recreational facilities

Lots of clubs going on in village, which makes it such a nice place to live **x2**
Book Club is a limb of Kersey Society
Most groups/clubs advertised in newsletter please read it and come along
Younger people need to be encouraged to join groups/clubs **x2**
Tends to be the same few people running several clubs in the village **x2**

Voluntary and Community Activity

Would support them if organised, good schemes **x4**
Social events should not become substitute for caring for those who need support

Public Transport

Regular bus service to Hadleigh would be useful **x4**
Bus service to Sudbury is OK but it takes a long route!

Traffic Management

No change to speed limits in parish **x12**
Parked cars in village keep traffic speeds down **x2**
Change to limits would be unenforceable **x3**
Use school to lower speed limit to 20 mph
20mph on Cherry Hill

Parking

Church Hill a particular problem, parking on corner dangerous **x3**
School time a problem, additional carpark near school would be an asset
Parking disfigures village but yellow lines and signs could be worse! So low priority **x2**
School parents should leave Church Walk free of cars
Please continue to monitor

Shopping & Services

Shop in village not viable **x6**
Shop would be asset to village if right premises & business backing found
Something to replace the Pottery would be nice

Natural Environment - Dog Bins

More dog bins

Some improvement seen but some owners could do better **x 4**

Natural Environment - Appetite for working groups to tidy village

Footpath group do an excellent job

Informal approach best

Invite residents to tidy village twice a year

Think that residents would be happy to look after designated patch

Perhaps areas could be allocated on a rota like the playground mowing

Picking up litter on dog walks is ongoing!

Natural Environment - improve footpath links between Vale Lane and centre of village

Great idea **x9**

Need ideas to raise funds

Don't destroy hedgerows/banks in process

Wheelchair access?

Access to Information – Create public internet access point in village

Pub suggested as venue previously - what thoughts now?

The Bell wi-fi rarely works so perhaps they need support to get that working

No priority - no longer required

Access to Information - Creation of village website

Excellent website **x4**

Website needs more publicity **x3**

emailing list with updates would be good

Never used it!

Access to Information - improve Broadband speed

All responses said high Priority **x18**

Of those responses:

Kersey Tye & Uplands desperate for better speeds **x8**

Apparently there is fibre in the cabinet on Vale Lane triangle but no links **x 2**

General frustration by delay and lack of communication as to when speeds will improve

One commented that it is better than 3-4 years ago

Businesses and students badly affected by poor speeds and unreliable connections

Access to Information - Improve mobile phone reception

High Priority - **x7**

Medium priority **x2**

Comment that signals need boosting by 'link' aerial

Vodafone works on Church Hill

O2 works in The Street, all work at the Church

Orange doesn't work between post box on The Street & Leys House on Church Hill

Local Democracy - Keeping the Parish Plan alive in the community

No comments

Local Democracy - 2 vacancies on Parish Council & low public attendance at meetings

Review the 'Parish Time' method to encourage more participation at meetings

Question as to why there is reluctance to participate and become Parish Councillors/attend meetings?

What can be done to encourage wider involvement in Parish Council matters

Other items not already identified

Hedgerows - too many seem to have been lost/deteriorated. Could local landowners be encouraged to restore/replant and use more traditional methods of hedge maintenance?

Comments made about Village Hall

Village hall is a great facility, perhaps needs better advertising locally outside village to promote use

Kitchen could be more appropriate for catering - can't cope with hot meals for more than about 50

Acoustics not good at events with lots of people

Comments made about The Pub

Community buy out? X1

4. Information to be included in the new Parish Action Plan using the feedback from the questionnaires and public consultation events

The information and feedback gained from the questionnaires and public consultations were discussed by the review group relating to each heading in the proposed Parish Action Plan.

Affordable Housing and Market Housing should be split into 2 separate points.

Affordable Housing

The availability of rental properties in the village was discussed. The average rent is probably too high for families who may need help with affordable housing. There was a discussion about the definition of affordable housing; apparently it is when properties are rented out at 80% of the market rent. According to an on-line search carried out during the week of 26 September 2014 there were only two empty properties available for rent. It was recognised that there may be a need for affordable housing, but a need has not actually been identified in Kersey at present. It was agreed this situation should be monitored.

Market Housing

It was agreed that some comments should be included in this section to give the Parish Council some guidance when considering future planning applications taking into account the wishes of the whole parish. It was agreed it would be a valuable exercise to ask residents what they think about planning and development in the parish.

Planning and Development

It was felt it would be helpful to provide an A4 sheet giving information to residents setting out the role of the Parish Council regarding planning regulation and once e-planning is introduced how parishioners can access the information on-line. Also information to help residents understand what needs planning permission and the requirements when living in a Conservation Area.

Cultural, Sporting and Recreational Facilities

There are many well established village organisations covering a wide variety of interests, however some need more support to ensure they continue. The Kersey website should be up to date with contact information for all the village organisations. The Parish Council role is only to help facilitate clubs and activities in the parish not to run them. There was a concern that many of the organisations, activities and social events in the village are run by volunteers who are predominantly retired or over 65. More volunteers need to be encouraged to help, particularly younger people. Life has changed and many younger people tend to work full time, they are happy to help with specific events on a one-off basis but there seems to be a reluctance to make a longer term commitment. It was agreed that the action for this section was really just to monitor things.

Voluntary and Community Activity – Good Neighbour Scheme or Volunteer Driving Scheme

Parishioners seem happy with support on an informal level. If a formal scheme were to be introduced the Parish Council would be supportive. It was suggested that there may be a commercial opportunity for The Pub to offer a regular social event with traditional pub games, drinks, coffee, food etc.

Public Transport

There is still a need for some public transport for those that do not have access to a car.

Traffic Management

There is still some concern about the speed of traffic travelling through the centre of the village and down Cherry/Church Hill, could investigate the new SCC 20mph policy, however parked cars do help to slow traffic. There was little support for a change in speed limits identified at the public consultation events.

Parking

There are still concerns about the inconsiderate parking in the village, particularly by school parents. The police have supported the Parish Council in encouraging residents and visitors to park safely but more needs to be done. As identified in the consultations more car parking space is something that needs to be investigated.

Shopping and Services – Community Shop

It was agreed to delete this section from the Parish Action Plan as a community shop would not be viable now that there is a new out of town supermarket in Hadleigh and internet shopping and home delivery is readily available for Kersey residents.

Natural Environment - Dog Litter bins

Dog fouling on public footpaths, particularly near the main residential areas, is still a problem. This seems to be caused by a minority of inconsiderate dog owners. The action point will be to investigate other locations for dog litter bins, put another note in the newsletter reminding dog owners of their responsibilities and continue to monitor the situation.

Natural Environment – Appetite for working groups to tidy the village

The Footpath Working Group were congratulated for the excellent work they do to keep the Kersey footpath network in such good condition, more residents should be encouraged to join the Footpath Working Group. The idea of asking residents to take on areas they would like to keep tidy through-out the year would be investigated.

Natural Environment – to improve footpath links between Vale Lane and the centre of the village

There was considerable support for this initiative identified by the consultations. This is a project the Parish Council is working on but sources of funding will need to be identified.

Access to Information – Public internet access point in the village

There was virtually no support for this identified in the public consultation and since technology has moved on considerably since 2008 it was agreed that this action point should be deleted.

Access to Information- creation of a website

The website needs more publicity so all parishioners make use of it; however, those who use it find it informative.

Access to Information – Improve Broadband speed/provision in the parish

This point had the most responses and was considered a high priority by all who responded. The parish is served by 2 different exchanges, Hadleigh and Boxford. There were several responses from people on the Boxford exchange reporting particularly poor speed and dropping connections. Small businesses and students are badly affected by poor speeds and unreliable connections. Our County Councillor Jenny Antill has been keeping the PC informed about progress of the SCC project to improve broadband.

Access to Information – Improve mobile phone reception/coverage in the parish

This was generally considered a high priority, the reception varies depending on location and phone provider, with the poorest reception in the lower areas of the village near The Splash. Could investigate the Vodafone sure signal option.

Local Democracy – Keeping the Parish Plan alive in the community

The Parish Plan is an important document for the parish and will continue to be updated and reviewed every 5 years with an action plan setting out those things parishioners feel need attention.

Local Democracy – The Parish Council

There is still a vacancy on the Parish Council. Comments from the consultation were that members of the parish need to be encouraged to engage with the Parish Council, consider becoming Councillors or take an active interest and involvement in Parish Council matters. The Parish Council could review the 'Parish Time' method to encourage more participation at meetings.

5. Final points to note and summary

Having identified the parish assets these need to be supported and nurtured so they are there for future generations to enjoy. Keeping the parish tidy, having a welcoming appearance and promotion of tourism would help support these assets and ties in with many of the Parish Action Plan points, particularly for the natural environment.

Encouraging and supporting volunteers in the parish is an important area identified as part of this review. The review has shown that most volunteers are in the 65+ age group. More needs to be done to encourage younger people to consider volunteering and becoming more involved in community events and activities in the parish. Doing this would strengthen community spirit and involvement in events and activities in the parish.

During the process of this Parish Plan Review, despite widely advertising and asking for community involvement only members of the Parish Council and the Parish Council Clerk came forward to form the review group. There was little enthusiasm from residents in the parish to get involved and help shape the future of our parish.


Working on the Parish Action Plan points will help achieve many of the desires identified in the original 2008 Parish Plan and this review.

This Parish Plan Review document and the new Parish Action Plan to cover the period 2015 to 2020 will be available to view on the Kersey website.

Review of effectiveness of Internal Audit for Kersey Parish Council Meeting the Standards

Expected Standard	Evidence of Achievement	Yes or No	Additional comments or action to be taken
Scope of internal audit	<p>Terms of reference were (re)approved by full Council (give date).</p> <p>Scope of audit work takes into account both the council's risk assessment and wider internal control arrangements.</p> <p>Internal audit work covers the council's anti-fraud and corruption arrangements.</p> <p>Is the Council satisfied with what the internal audit work covers?</p> <p>Is any additional internal audit work required?</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>No</p>	11 May 15 Minute ref 66/15
Independence	<p>Internal Auditor has direct access to those charged with governance (see Financial Regulations).</p> <p>Reports are made in own name to the council.</p> <p>Does the Internal Auditor have any other role within the council?</p>	<p>Yes</p> <p>Yes</p> <p>No</p>	<p>Reports received 22 May 15 and 3 Nov 15</p>
Competence	<p>Is the internal audit work carried out ethically, with integrity, objectivity and a good understanding of local council legislation and procedures?</p>	<p>Yes</p>	
Relationships	<p>Clerk/RFO is consulted on the internal audit plan and on the scope of each audit. (Evidence is on audit files).</p> <p>Responsibilities for Clerk/RFO and internal audit are defined in relation to internal control, risk management and fraud and corruption matters (see risk assessments, job descriptions, terms of reference, Standing Orders and Financial Regulations).</p> <p>The responsibilities of council members for financial management are understood; training of members is carried out as necessary. (See Member training plan).</p> <p><i>(It is the council as a whole, however, that is responsible in law for ensuring that its financial management is adequate and effective and that the council has a sound system of internal control which facilitates the effective exercise of their functions and which includes arrangements for the management of risk.- Governance and Accountability for Local Councils: A Practitioners' Guide 2014)</i></p>	<p>Yes</p> <p>Yes.</p>	<p>Correspondence 6 March and 9 March 2015</p>
Audit Planning and reporting	<p>Does the internal audit plan take account of all the risks facing the council?</p> <p>The Internal Audit Plan has been approved by the council (give date).</p> <p>Internal Audit has reported in accordance with the plan (give date).</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>11 May 15 Minute ref 66/15</p> <p>As above (22/5/15 & 3/11/15)</p>

Reviewed and adopted on:


7-3-16

Note: Review of effectiveness of internal audit must be reviewed and adopted by council annually during the financial year and before 31 March.

Kersey Parish Council Business Risk Assessment

Topic	Risk Identified	High/Med/Low	Management of Risk	Action
Precept	Not submitted	Low	Full Minute – Clerk follow up	Agenda reminder in November and January
	Not paid by District Council	Low	Confirm receipt	Check bank statements in April and September
	Adequacy of precept	Low	Regular review of budget/actual	Agenda reminder (March, July, Sept & Nov)
Other Income	Cash handling	Low	Cash handling is avoided, but where necessary appropriate controls are in place. Appropriate fidelity guarantee insurance cover in place.	Annual review of documented controls and fidelity guarantee, agenda reminder in March
	Cash banking	Low	Check bank statements. Complete regular bank reconciliations. Cash banked promptly. Cash carried to bank discretely.	Councillor to verify & sign bank reconciliations at least quarterly. Councillors review cashbook at least quarterly
Grants received	Claims procedure	Medium	Clerk check as required	Diary reminder
	Receipt of grant when due	Medium	Clerk check as required	Diary reminder
Bank Deposits	Surplus funds	Low	Review levels	Bank balances reported to ordinary meetings for all Councillors to review
Salaries	Wrong salary/hours/rate paid	Medium	Check salary to minute, check hours and rate to contract and up-to-date pay scales from SALC	Councillor to verify
	Employment status challenged	Low	Agree with Inland Revenue employment status. Letter received December 2011 & filed, also checked with HMRC in June 2013, still no need to register for PAYE scheme.	
Direct Costs and overhead expenses	Goods not supplied to Council	Medium	Follow up on all orders	Approval check
	Invoice incorrectly calculated or recorded	Low	Check arithmetic on invoices and perform regular bank reconciliations	Councillor to verify
	Cheque payable is excessive or to wrong party	Medium	Cheque signatories sign invoice, cheque and stub	Approval check

Kersey Parish Council Business Risk Assessment

Topic	Risk Identified	High/Med/Low	Management of Risk	Action
Grants & support distributed	No power to pay or no evidence of agreement of Council to pay	Medium	Minute council agreement with the power used to authorise payment	Councillor to verify
	Conditions agreed	Low	Agree and document any reasonable conditions	Clerk to check
Election Costs	Invoice at agreed rate	Low	Clerk check and consider budget	Clerk to verify
VAT	VAT analysis	Medium	All items in cash book list	Clerk to verify
	Charged on purchases	Low	Consider all items	Clerk to verify
	Claimed within time limits	Medium	Reclaim VAT annually after the end of the financial year	Clerk to confirm reclaimed in Sept
Reserves – General	Adequacy	Low	Consider at budget setting meeting in November. Should have between 3-12 months gross expenditure.	Clerk to check
Reserves - Earmarked	Adequacy	Low	Consider at budget setting meeting and on review of final year end accounts	Clerk to check
Assets	Loss, Damage etc	Medium	Annual inspection, review and update insurance and asset register annually	Agenda reminder to review annually in July
	Risk or damage to third party property or individuals	Medium	Review adequacy of Public Liability Insurance	Agenda reminder to review annually in July
Staff	Loss of Clerk	Low	Hours, health, stress, training, long term sick, early departure – risk monitored and managed as appropriate Have a contract and job description. To ensure business continuity in the event of the Clerk leaving have a list of procedures and annual tasks timetable.	Councillor opinion, annual Clerk job appraisal in autumn Procedures & annual tasks list (agenda templates) compiled
	Short term incapacitation of Clerk	Low	Make arrangements for appropriate cover To ensure business continuity in the event of incapacitation of the Clerk have a list of procedures and annual tasks timetable.	Contact SALC when necessary
	Fraud by Clerk	Low	Fidelity Guarantee value appropriately set Internal Control Systems in place	Council to review annually agenda reminder in March
Council meetings	Loss of Chairperson	Low	Elect a vice chairperson	AGM agenda in May
	Village Hall unavailable for meetings	Low	Kersey School could be used for meetings & are aware of possible need, confirmed Apr 12	Contact school if/when necessary

Kersey Parish Council Business Risk Assessment

Topic	Risk Identified	High/Med/Low	Management of Risk	Action
Loss	Consequential loss due to critical damage or third party performance	Low	Review adequacy of insurance cover	Agenda reminder to review insurance in July
Legal Powers	Illegal activity or payment	Medium	Educate Council as to their legal powers	Clerk and Councillors to attend training
Financial Records	Inadequate records	Low	Clerk to complete and check financial records regularly and internal audit review and councillor who is the council's financial controller to review	Agenda reminder to complete internal audit in September and after the year end accounts are complete
	Loss of records	Medium	Clerk to backup documents regularly and keep an electronic copy at a different location	Clerk to verify
Minutes	Accurate and legal	Low	Review and sign at following meeting	Agenda
	Long term storage	Low	To archive old minute books and other important documents with the Suffolk Records Office	Consider from time to time
All documents, records and electronic data	Loss of records due to fire, flood or computer failure affecting efficient running of the Parish Council	Low	Keep records/documents in filing cabinet/shelves/desk not on the floor. Review adequacy of insurance cover. Keep regular back-up of electronic data and keep a back-up off site.	Agenda reminder to review insurance cover in July.
Members Interests	Conflict of interest	Medium	Declarations of interest to be minuted, any conflict to be addressed as appropriate	Agenda & minutes

Reviewed by Kersey Parish Council on

Minute Reference:

Kersey Parish Council Risk Assessment for Mowing, Strimming and Hedge Trimming (using hand held tool)

Hazard	Who and how harmed?	Actions already taken to reduce the Risk	Further action required & by who?
Use of equipment Moving blades, Vibration, Noise, Hot engine	Operative Cuts & serious injury Hearing damage Burns	All operatives to wear suitable protective clothing, ie stout or steel toe capped boots, ear defenders, visors, protective gloves, long sleeves and long trousers. Equipment inspected by operative prior to each use. Equipment fitted with appropriate safety cut-off switches. Time period of actually using strimmer/trimmer limited to 1 hr prolonged use. Take care near hot engine parts.	Remind operatives of precautions when issuing mowing rota.
Inadequate Maintenance Equipment failure	Operative Injury	Maintained in accordance with manufacturers' instructions, carried out by suitably qualified/competent person. Maintenance records retained. Equipment inspected by operative prior to each use.	Remind operatives to report any damage or mechanical problems so they can be rectified.
Clearing blockages	Operative Cuts & serious injury	Mowers/strimmers/trimmers fitted with safety cut off devices. Operatives to wear safety gloves/goggles. Equipment is switched off and safe before clearing blockage.	
Stones/glass thrown up	Operative/Public Cuts & lacerations	Operatives instructed to check area for glass/stones before cutting grass and remove as necessary. Ensure there are no members of public within 30 feet of equipment when in use.	
Manual Handling	Operative Muscle strain	The need for manual handling tasks kept to a minimum. Assistance from others is sought were necessary.	
Dog faeces disturbed by equipment	Operative Ill health	Operatives instructed to check area for dog faeces before cutting grass and carefully remove as necessary. Wash contaminated equipment and hands as necessary.	Operatives to wear disposable gloves.
Working near/alongside public highway Traffic hazard	Operative/Public Injury/death	High visibility clothing worn. Work only carried out during daylight hours.	

Kersey Parish Council Risk Assessment for Mowing, Strimming and Hedge Trimming (using hand held tool)

Hazard	Who and how harmed?	Actions already taken to reduce the Risk	Further action required & by who?
Refilling equipment with fuel mixture	Operative Fire/ Spillage/ Inhalation of fumes	Re-fuel when engine is cool in a well-ventilated area. No smoking observed. Fuel kept and transported in approved containers. Funnel or spout used for decanting the fuel. Caps replaced carefully after refill. Fuel stored away from ignition sources, in a cool, dark place. Mower/trimmer/trimmer stored and used away from ignition sources. Spilled fuel cleared immediately and cloth stored away from ignitions sources pending disposal. Rubber gloves provided to operatives. Operative instructed to wash hands after completing job.	Remind operatives of precautions when issuing mowing rota.
Storing Petrol	Operative/ Public Fire hazard/ Spillage/ Inhalation of fumes	No smoking observed. Fuel kept and transported in approved containers. Area is properly ventilated. Appropriate safety signs e.g. 'no smoking' and 'Petroleum Spirit' 'Highly Flammable' in place. Overall security of the storage area assessed.	
Environment Uneven surface, Extreme weather	Operative Slips, trips, falls Other injury	Operative to visually inspect work areas to minimise slip and trip hazards, removing any hazards as appropriate. Work suspended in extreme weather conditions. Wear clothing appropriate for weather conditions. No outdoor working in electrical storms Work only carried out during daylight hours.	
Lone Working	Operative	Work with another person if possible. Take a mobile telephone with you. Tell someone where you are going & when you expect to return.	

Risk Assessment carried out by: Sarah Partridge

on: 1 March 2016

Review of Risk Assessment to be carried out annually.

Kersey Parish Council Risk Assessment for the Parish Council Office

Hazard	Who and how harmed?	Actions already taken to reduce the Risk	Further action required & by who?
Working in home office	Operative/Clerk Personal injury, trips and falls	Cables not left trailing, all kept tidily out of the way. Documents and files stored neatly on shelves/desk or in filing cabinet. No items left on the floor creating trip hazards. Steps used to reach high shelves.	
Use of office equipment ie computer, printer, photocopier	Operative/Clerk Electric shock Dust inhalation	Equipment regularly inspected to check that it is good working order. The plugs and cables are checked to ensure they are secure and no wires are exposed. Ensure cables are not left trailing. Ensure all equipment is fully maintained as appropriate. Follow manufacturer's instructions when replacing toner and ink cartridges.	Remind operatives to check equipment regularly.
Use of office equipment ie computer, and screen/monitor	Operative/Clerk Back problems, repetitive strain, eye strain	A suitable chair which can be adjusted to the appropriate height is used. Operative to take regular breaks to reduce the risk of repetitive strain and eye strain.	
Cash handling	The Parish Council through potential loss. Clerk and Volunteers Threat to personal safety, stealing, dishonesty	Cash handling is avoided, but where necessary appropriate controls are in place. The Parish Council does not hold petty cash. No cash payments are made from cash received, all cash is banked intact. Cash receipts from fundraising events are counted by two people and the money prepared for banking and the paying in slip completed by two people. Cash is promptly banked and carried to the bank discretely. Appropriate fidelity guarantee insurance cover in place.	Review annually, agenda July
Payment of small/sundry expenses	Parish Council/ Clerk/Volunteers Fraud, stealing, dishonesty	Small items of expenditure for Clerk's expenses or other small sundry items purchased as agreed in the budget or at a meeting which cannot be purchased with an invoice made out to the Parish Council for payment by cheque, should be purchased and a VAT receipt given to the Clerk. The payment will be authorised in the usual way, as for all payments, with 2 councillors signing the receipt, cheque and cheque stub. Repayment to individuals for expenses should be made on a regular basis. All payments are made by cheque.	

Kersey Parish Council Risk Assessment for the Parish Council Office

Hazard	Who and how harmed?	Actions already taken to reduce the Risk	Further action required & by who?
Loss of Documents and Data	Parish Council business continuity Fire, flooding, computer failure	Keep records/documents in filing cabinet/shelves/desk not on the floor. Review adequacy of insurance cover. Keep regular back-up of electronic data and keep a back-up off site	Review insurance cover annually, agenda July
Lone Working	Clerk Personal safety	When arranging to meet an unknown member of the public on Parish Council business, arrange to meet them while accompanied by a Councillor. Take a mobile phone, tell someone where you are going & when you expect to return.	
Manual Handling	Operative Muscle strain	The need for manual handling tasks kept to a minimum. Assistance from others is sought were necessary.	
Use of contractors	Operative/Public Various injuries/death	All contractors asked for Health & Safety policy All contractors asked to produce a Risk Assessment for the associated work activities. Contractor to have public liability insurance cover of at least £5 million. All work of contractors is monitored and recorded.	

Risk Assessment carried out by: Sarah Partridge

on: 1 March 2016

Review of Risk Assessment to be carried out annually.

SALC (Babergh Area) Meeting - 29th February, 2016 (7.30pm)

- The speaker - Mike Evans, Suffolk Family Focus (chair)

The subject covered was the problem of dealing with families exhibiting anti-social behaviour and harming the surrounding community. Some 4000 families within S.C.C. now fall within the at-risk category. Factors are benefit dependency, poor housing, antisocial behaviour, children not attending school, no leisure provision - to some extent stemming from the Fottenham riots, and copying behaviour.

The Department for Communities and Local Government has now set ~~at~~ criteria and will reward successful plans with support money; this will be applied nationally, enlisting key workers and increasing funds for a four-year programme.

JEM.
29/2/16.

Other

- SALC is planning to improve local policing standards
- Under the Suffolk Code of Conduct, the declaration of interest needs clarification, whether financial or other
- SEC advises all councils to remain under external audit (31st March is the last day for leaving). *

* Note: See minutes of meeting for clarification of these items.

Minutes of Babergh Area Meeting 29 February 2016 at Babergh District Council Offices, Hadleigh

Present

Gerald White (Capel St Mary)	Chairman	John Maltby (Kersey)
Nick Antill (Acton)		Henry Bonnar (Leavenheath)
Lynn Laws (Brantham)		Nick Hammond (Little Cornard)
David Golding (Brettenham)		Jeremy Coomber (Little Waldingfield)
Janne Cutting-Keyton (Cockfield)		Mary George (Nayland with Wissington)
Peter Jones (Copdock & Washbrook)		Martyn Booth (Nayland with Wissington)
Joan Miller (East Bergholt)		Dave Crimmin (Newton)
Mick Cornish (Great Cornard)		Saun Baker (Stratford St Mary)
Jeremy Osborne (Groton)		Adrian Osborne (Sudbury)
Colin Poole (Haverhill)		
Denise Martin (Holbrook)		Jim Friend (Deputy CEO, SALC)

Apologies

Dot Cordle (Chelmondiston)
Bill Wilson (Hadleigh)
Layham PC
Les Bryant (Capel St Mary)

1. Welcome and apologies

The Chairman welcomed the meeting and apologies were noted.

2. Presentation by Mike Evans (Strategic Director - Babergh and Mid-Suffolk DC)

Mr Evans made a short presentation on Suffolk Family Focus, the National Troubled Families Programme in Suffolk.

The programme focusses on council/social housing, homelessness and general wellbeing (health) and was implemented because it was recognised that problems caused by a small number of families are costing an inordinate amount of money. In Suffolk there are about 20 families and the cost is around £ ¼ m. across the areas of health, youth offending etc.

The aims of the programme are:

- Reduce public costs from high demand families long term
- To work in a whole family way across all agencies. One Family, One plan, One Key Worker
- To deliver sustainable outcomes for all the issues identified for families that can be measured against the Local outcomes plan.
- To provide a better understanding of all families identified under SFF
- To identify the SFF families' needs and gaps in service provision.
- To provide a sustainable model to go beyond the life time of the programme

The new strapline for the scheme is 'One Family, One Plan, One Keyworker'.

Families that might benefit from the programme are not just located in Ipswich and the larger towns, they exist also in rural areas.

The programme is rewarded by results, the more people got off dependency for example, the more money is made available to the programme. Where it is known that a family is in this situation, then the Family Focus team can be notified.

A discussion ensued about the reduction in Youth Clubs in the County due to cuts and the negative impact on society.

3. Approval of the Previous Minutes

The minutes of the meeting held 30 November 2015 were approved by the meeting and signed by the Chairman.

4. Matters Arising

There were no matters arising.

5. Information Exchange

Cockfield

The Council has kept its precept at the same level.

Great Cornard

Has increased the precept in anticipation of expenditure on an improved community centre.

Copdock

Are experiencing problems with 'boy racers' and have had a meeting with SCC and the Police regarding speed enforcement. The Police have provided a disappointing response, saying they cannot get camera enforcement vans out before 9am.

Little Cornard

Has a problem with overgrown ditches and drainage channels. There was a general discussion about this and whether responsibility lies with District, County or the landowner, with a request for SALC to circulate guidance on who is responsible for what.

Groton

Has identified land suitable to for the development of affordable housing.

Nayland with Wissington

Have experienced problems with litter and sand/gravel deposits along rural roads. Babergh say the responsibility is with SCC, SCC say it is down to Babergh.

6. Community Policing

SALC have received a number of concerns about the Constabulary's proposed changes to community policing and in particular the withdrawal for part funding of PCSOs. SALC will be writing to the Police and seeking a meeting to raise concerns on behalf of councils.

7. Code of Conduct (Suffolk)

Some slight anomalies have been identified between the current (Suffolk) Code of Conduct and the registration form for members' interests. The principal authorities are not minded to make any radical changes to the Code at this time and SALC are currently reviewing any action required.

Any concerns should be forwarded to SALC for consideration.

8. External Audit – Future Arrangements

SALC have recently circulated to all councils two briefing documents provided by the SAAA (Smaller Authorities' Audit Appointments Ltd.).

It was clarified that SAAA have indicated that charges for an audit this year will not increase and those required from 2017/18 will be cost-effective (from £200).

SALC advised on the merits of not opting out of the new arrangements (which must be done by 31 March) because of the involved and costly alternative.

9. Problems with School Parking

SALC are currently running an on-line survey of parking and road safety issues around schools because of concerns raised. It is recognised that there are no easy answers but the survey is designed to establish the scope of the problem and any good ideas to address issues.

10. Issues for the SALC Executive

None

11. Reports

Reports were received from: -
SALC (written)
SALC Executive Committee (Oral from Chairman)

Jim Friend reported that some concerns have been received by SALC about the bureaucracy of the Community Governance Review process, particularly where only small changes are sought (e.g. increase in seats). No issues were raised by the meeting.

12. Items for next area meeting

It was confirmed that Sue Davey, Community Transport Manager will attend the meeting on 6 June 2016 to talk about new rural transport services.