

MINUTES OF KERSEY PARISH COUNCIL ORDINARY MEETING HELD ON MONDAY 19 NOVEMBER 2018 IN KERSEY VILLAGE HALL AT 7.30 PM

PRESENT

John Hume – Chair, Yvonne Martin, Veronica Partridge, Giles Hollingworth, Kevin Pratt, Andrew Rogers, Penny Calnan, 2 members of the public and the Clerk – Sarah Partridge. Alan Ferguson and Robert Lindsay attended for part of the meeting.

The Chair thanked everyone involved with the Remembrance services, particularly the Church and school. He also thanked those involved with the recent KCPC quiz which raised funds for the Kersey playground.

150/18 APOLOGIES – None.

151/18 ACCEPT MEMBERS' DECLARATIONS OF INTEREST - None

**152/18 CONSIDER ANY DISPENSATION REQUESTS FOR PECUNIARY INTERESTS
RECEIVED FROM COUNCILLORS** – None received

153/18 REPORTS

Babergh District Councillor – Alan Ferguson gave his report. It is appended to the minutes of this meeting.

Robert Lindsay joined the meeting.

Alan answered questions from the floor.

Alan then gave his apologies and left the meeting.

Suffolk County Councillor - Robert Lindsay gave his report. It is appended to the minutes of this meeting. He then answered questions from the floor, many questions related to highways problems.

Robert then gave his apologies and left the meeting.

154/18 MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 5 November 2018 were signed and dated as being correct.

155/18 CLERK'S REPORT

SCC highways have not responded regarding the new grit bin service. The Clerk will follow this up again to gain reassurance that all P2 routes through Kersey will be gritted when the weather warrants it necessary. Most of the old grit heaps, which will no longer be topped up, are located on P2 routes. The Parish Council is also awaiting confirmation that our existing grit bins will continue to be topped up. The Clerk attended a helpful GDPR focus session at SALC which has helped provide more information. The Parish Council continues to work towards compliance with regard to the new data protection regulations.

156/18 CORRESPONDENCE

All correspondence for the Parish Council had been circulated to Councillors. There were two items to note:

a) Suffolk Police and Crime Commissioner - The proposed changes to local policing came into effect on 29 October. It saw more than 100 police officers redeployed into Safer Neighbourhood Teams (SNTs). Some police roles were civilianised and officers moved from central to local teams. The number of PCSOs reduced from the 81 full-time equivalent (FTE) posts in July to 48 FTEs but the outcome will be more police officers in local policing. The impact will be monitored to ensure the people of Suffolk are getting the police service they deserve. They will also continue to lobby for fairer funding for the constabulary as the root of financial challenge lies with the huge unfairness of the funding from the Home Office.

b) Submission Draft Suffolk Minerals & Waste Local Plan - The requirement to carry out an Appropriate Assessment of the Plan arises from fresh case law from the Court of Justice of the European Union. A full public consultation for a six week period is being carried out upon the Appropriate Assessment before the Plan itself can be submitted to the Planning Inspectorate. It was agreed not to respond to this consultation.

157/18 FINANCE

- a) A copy of the accounts to date and a financial statement, showing bank balances, receipts and payments for approval were tabled by the Clerk; these are appended to the minutes. All payments were approved.
- b) Councillors had a copy of the budget which shows the actual spending against the budget, copy appended. This shows an estimate that the Parish Council will be within budget at the end of the year.
- c) Giles Hollingworth checked the bank reconciliations had been completed and verified them against the cash book. Giles signed to confirm they had been completed correctly.
- d) The Clerk confirmed that the Parish Council insurance cover was renewed with Came and Company. The Insurance documents were tabled for Councillors to read.

158/18 TO CONFIRM DATE OF INTERNAL AUDIT

Natalie Blyth, the internal auditor, carried out an interim internal audit on 12 November 2018, where everything was found to be in order. Her report was tabled for Councillors to review.

159/18 PLANNING APPLICATIONS

a) Progress

Applications responses submitted to Babergh:

DC/18/04606 and DC/18/04607 Sampsons Hall, Hall Road submitted on 7 November 2018.

There was no other planning progress to report.

b) Planning applications to consider – None.

160/18 KCPC WORKING GROUP - General Report

The working group recently held a maintenance morning to tidy up the playground and carry out a few maintenance tasks before the winter. A very successful quiz night was held raising £751.88 for KCPC funds.

161/18 FOOTPATH WORKING GROUP - General report

Giles Hollingworth reported that as far as he knew all paths were walkable and machinery was working well. Some members of the Working Group had carried out repair works to the steps near the allotments on footpath 12. They have also carried out some initial clearance work on the steps near the river on footpath 16, further repairs will be carried out shortly. Disappointingly following a recent request in the newsletter for ideal locations for dog poo bins there were no responses. The Footpath Group still believe that providing more dog poo bins around the parish will help encourage dog walkers to clear up after their dogs. Councillors then discussed this problem, there are a number of locations where dog mess is not being cleared up and disposed of appropriately. A number of locations were considered for new bins including Wickerstreet Green, the top of path 12 near The Priory and Vale Lane. Councillors also asked if there could be more signs encouraging walkers to clear up after their dogs – the Clerk will print and laminate more for distribution. It was agreed to write a positive article for the newsletter in the hope of encouraging dog walkers to be more considerate. Kersey Mill have kindly offered to sponsor dog bins. Giles Hollingworth will follow up this offer and investigate costs for bins. Councillors and volunteers from the Footpath Working Group have offered to empty the bins regularly. It was agreed that if sponsorship could be found bins would be purchased and installed, it was anticipated that bins would cost around £100. (*Power: Litter Act 1983 s5 and s6*)

162/18 AGREE A RESPONSE TO THE BABERGH HOMELESSNESS REDUCTION STRATEGY 2019 - 2024 CONSULTATION

Councillors had reviewed both the housing consultations on the Babergh website – Homelessness Reduction Strategy 2019-2024 and the Homes Strategy 2019-2024.

Homes Strategy 2019-2024 – It was felt this was a rather generic document, poorly written and ambiguous. It states that people want to come and live in a beautiful and attractive rural area but then suggests more houses need to be built which may then spoil this beautiful, attractive rural area. It is an isolated plan, there is no integration with utilities and infrastructure. It does not address the impact the large number of proposed new homes will have on the infrastructure of the rural area – more roads, schools and health facilities will be needed. It does not address the issue of the current skills shortage in the construction industry which will hinder house building.

Homelessness Reduction strategy 2019-2024 – This was a more thought through document but there was no definition of homelessness. It could be better written and contains too much jargon. The vision is well intentioned. The document lacks any detail on how the vision is going to be achieved. There was concern about the aim to relocate rough sleepers back to their original location. There was not enough about how private landlords will be required to improve standards of rental accommodation and whether any enforcement action will be taken or whether compulsory purchase would be an option when rental accommodation falls short of required standards. The key issue is affordability for low income families having to rent, particularly the impact of Universal Credit or mental health issues which may make them become homeless. The document does not address the primary causes of homelessness. It is a good strategy of what we would like to see but lacks how it will be achieved, it is not action orientated. The Clerk will respond to both these consultations.

163/18 TO CONSIDER PROGRESS WITH THE VILLAGE EMERGENCY TELEPHONE SYSTEM PROJECT

The Parish Council has been considering a Village Telephone Emergency System (VETS) for some time. This is a telephone system where in an emergency a parishioner can ring a memorable number and summon help from a team of community volunteers. Community Heartbeat Trust (CHT) have now added to their options. There were two options under original consideration, either a single VETS 1 option where volunteers would be asked to respond to an emergency or the VETS R3 where there would be 3 options 1- defibrillator needed, volunteers to collect the defibrillator and then two other options which could be 2 - other medical emergency and 3 - community help. CHT have now added the X2 VETS system which is a 2-option set up with one being to get the defibrillator and another option to cover anything else. This X2VETS is cheaper than VETS R3. Those needing help just dial one memorable number and then select the option they need. It was agreed that the X2VETS would be the best for Kersey as volunteers living a long way from the defibrillator could be excluded from the telephone list for option 1 as minutes matter when a defibrillator is required.

Costs:

VETS 1 - annual charge is £100 plus initial set up fee

X2VETS - annual charge of £180 plus initial set up fee £80

VETS R3 – annual charge is £225 plus initial set up fee £99

The volunteer training is £175 for all VETS volunteers and usually lasts 2-3 hours. Training is not compulsory but is there it give volunteers confidence and the ability to help more if they would like to. The systems can now include some mobile numbers for volunteers but landline numbers are preferred. The system is tested to ensure that any mobile numbers included are compatible. CHT is checking the grant funding situation, which has changed lately. There is funding for a basic single option VETS 1 for the first 4 years including set up, training would need to be paid for at £175 for all the VETS volunteers. They think there may be another funding option for X2 VETS which would include initial set up, the first year annual charge and the training for VETS volunteers. The Clerk was asked to progress this project by confirming with CHT that Kersey would like to have the X2VETS. All those who have already volunteered will be contacted to find out how they are able to help. Anyone else believed to be good as a volunteer will also be contacted to see if they would like to become a volunteer. There is

funding in the budget for VETS and there is also a reserve for Defibrillator and VETS so it was agreed to go ahead without knowing whether grant funding is available. (*Power: Public Health Act 1936 s234*)

164/ TO CONSIDER PROGRESS WITH FINALISING THE EMERGENCY PLAN

A draft Emergency Plan for Kersey has been written but needs to be checked to ensure that all volunteers are happy to be included and that their contact details are correct. To comply with the new GDPR arrangements they will all need to sign a consent form. The Clerk will circulate the draft plan, without personal data, to all Councillors and provide copies of the consent form so volunteers can be contacted.

165/18 TO CONSIDER PROGRESS SETTING UP THE KERSEY VOLUNTEER GROUP

The idea is that the KVG, a working group of the Parish Council, will co-ordinate year-round litter collection, reporting of potholes and fly-tipping in the Parish. This would help make Kersey a cleaner, safer, more attractive and pleasant place to live and visit. Volunteers will be allocated a specific area to monitor and will be provided with litter pickers, hi-visibility vests, guidelines and information on how to report problems. Terms of Reference for the group and a risk assessment have been completed and approved by the Council, these will be re-circulated to all Councillors. John Hume will contact volunteers and get them together for a meeting to set things in motion. Anyone interested in joining this group would be welcomed.

166/18 AGREE DATES FOR ORDINARY PARISH COUNCIL MEETINGS FOR 2019

The below dates were agreed for Parish Council meetings in 2019. They are all 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.

28 January	Parish Council
4 March	Parish Council
8 April	Annual Parish Assembly + short Parish Council
13 May	Parish Council Annual Meeting
8 July	Parish Council
9 September	Parish Council
18 November	Parish Council

167/18 TO RECEIVE A REPORT FROM THE CLERK'S JOB APPRAISAL AND SALARY REVIEW

The Chair, John Hume had met with the Clerk on 9 November for her appraisal. The Chair summarised that the Clerk had provided another year of excellent service to the community and that Kersey is fortunate to retain such an able individual in this role. The Clerk will remain on pay scale SCP27 and is contractually entitled to increases agreed nationally for Clerks. The working from home allowance will remain unchanged at £4 per week. The Clerk is contracted to work 364 hours per year. She has spent 44 hours to date on GDPR. Subject to agreement by the Council, the balance of hours over the contractual requirement will be reviewed and paid for at the end of March 2019. There is budget provision for this if necessary.

168/18 BUDGET AND PRECEPT 2019/2020 - CONSIDER BUDGET AND RESERVES, SET PROVISIONAL PRECEPT

Councillors had all reviewed the working budget. Councillors considered the income. The Parish Council receives the parish precept from Babergh District Council and a small amount of bank interest. The two working groups of the Parish Council also receive income. The Footpath working group receives income from surface clearance of rights of way and the KCPC working group receives income from their fundraising annual quiz. Reserves were also considered. In May 2018 (minute ref 67/18) the Parish Council adopted a reserves policy to set out clearly the reasons for holding the various reserves as listed on the budget sheet. Councillors considered the budget figures for 2019/20. It was agreed to increase the amount for meetings to allow for 12 meetings per year. It was agreed to keep £100 in the

budget for audit. The Council is likely to be exempt from external audit again next year but it would be prudent to build up a reserve of £200, the current cost of an external audit, so that in the event an external audit is required there are funds available. The budget and reserve for elections was considered. At the end of March 2019 there will be £862.50 in the election reserve. There will be Parish Council elections in May 2019. Babergh have suggested that it is likely that the Parish Council election will be combined with the District Council elections so that costs can be shared. If there is a contested Parish Council election with a ballot the cost is estimated to be £733 and if the election was uncontested the cost is estimated to be £105. A stand-alone election would cost £1,163. It was agreed to keep the election budget at £25 and use any reserves as necessary to cover election costs in May 2019. Having considered all the budget figures it was agreed to set a provisional precept of £7,990.00. The budget sheet is appended to these minutes. This will be confirmed at the January meeting. Babergh has confirmed the tax base for 2019/2020 at 178.23 which is 1.5% decrease (last year 180.98). This means the parish element of the council tax will rise by 1.5% plus the increase in the budget. If the precept is confirmed at £7,990 the parish element of the council tax for a Band D property will rise by 2% from £43.94 to £44.83.

169/18 TRAINING

Information about training courses is regularly circulated to all Councillors. Andrew Rogers has attended day 1 of the two-day SALC councillor training and the Clerk attended a GDPR Focus Group session at SALC. Penny is looking at dates to see when she can attend the Councillor training.

170/18 REPORTS FROM MEETINGS

25 Sept SALC/Babergh Area – apologies given, minutes circulated.

10 Oct Police & Parish Forum – minutes will be circulated once received.

11 Oct Babergh Parish Liaison – apologies given, power point from the meeting received and circulated to all Councillors. The main points discussed were Community Infrastructure Levy distribution including the preparation of Parish Investment Infrastructure Plans and Parish Council elections in May 2019. Both these items will be put on the agenda for the Parish Council meeting in January.

171/18 FORTHCOMING MEETINGS

26 November SALC/Babergh Area meeting 7pm at Hadleigh Leisure Centre – Giles and Kevin to attend and pass on comments about highways issues including pot hole repairs and diversion signs.

19 December Police & Parish Forum – Brantham Leisure centre

172/18 ANY OTHER BUSINESS

The idea of creating a Neighbourhood Plan was brought up again. Our MP, James Cartlidge, suggests that it may be a good idea for parishes to consider this as it would give the parish more influence about where development can happen in the parish and going through the process can help community spirit. It is a very time consuming, detailed and demanding exercise. SALC currently do not offer support and suggest www.locality.org.uk is a good source of information including where to access grant funding and they are very helpful to speak to. Babergh can offer some support, not financial, including organising the formal elements of independent examination, parish referendum and formal approval of a plan. It was agreed to hold a separate Parish Council meeting to discuss whether to create a Neighbourhood Plan for Kersey. The Chair will speak to Locality and all Councillors would do some research and look at the locality website before this meeting.

A Councillor raised a concern about speeding in the parish, in particular on Mill Lane and Wickerstreet Green, it is rather a rat run to and from Boxford to avoid the A1071. It was agreed to write to the school and perhaps put a note in the newsletters in Kersey and Boxford asking drivers to slow down.

A Councillor raised a concern that parishioners are not taking enough pride in the parish, for example by leaving wheelie bins out on the roadside at all times, not just on collection day. It was agreed to have a regular item in the newsletter along the lines of 'Pride in your Parish' and change the focus each month, dog fouling, litter, speeding, bins etc.

173/18 PARISH TIME - None

There being no further business the meeting closed at 10pm.

Appended to these minutes are 6 pages:

- Babergh District Council report from Alan Ferguson
- Suffolk County Council report from Robert Lindsay
- Kersey Parish Council receipts and payments to date (2 pages)
- Kersey Parish Council finance sheet for 19 November 2018
- Kersey Parish Council Budget sheet

**DISTRICT COUNCILLOR'S REPORT FOR KERSEY
PARISH COUNCIL -19th NOVEMBER 2018**

Boundary Commission

I can now give you my final report on the Boundary Commission. The number of District Councillors will come down from 43 to 32 in May 19 and the new Ward (SE Cosford) will comprise the parishes of – Aldham, Elmsett, Whatfield, Nedging & Naughton, Kersey, Semer, Chelsworth and Lindsey – two more than the present arrangement. As regards my position, I have re-joined the main Babergh Conservative and having offered myself for reselection, I have been adopted as the Conservative candidate for the new SE Cosford Ward.

Private Sector Housing

You will be pleased to know that following a recalculation using the gov't's formula, Babergh DC now **has a 5 year land supply** for the private sector housing. This will allow the Planning Committee more flexibility when assessing planning applications than has been the case over the last two years or so.

FYI - I am now back on the Planning Committee.

Merger of Babergh & MSDCs

You may be aware that the proposal to merge MS with Babergh was put on hold until Suffolk CC had the results of a study initiated by Colin Noble (the then Leader) into a Unitary Authority solution for Suffolk. The new Leader (Matthew Hicks) is less enthusiastic about the concept and he has pressed the "pause" button with the study. My expectation is that merger Babergh/MS will be back on the Agenda in the not too far distant future but when I raised this at a recent Council Meeting I was assured that it would not be on the agenda before May 2019 when we have the next local elections.

Car Parking in Babergh

You may have seen articles in the local papers suggesting that car parking charges are about to be introduced into Babergh. To resolve any uncertainty, I email John Ward, the Leader of Babergh DC, and asked him directly for his position on this one. He has assured me (in writing) that he does not see a case for bringing in car parking charges in Babergh.

Disposal of Corks Lane Buildings

The recommendation for redevelopment of the old Babergh Council offices (about 56 houses/flats) will go before the Planning Committee next month. As I have been reinstated as a member of the Planning Committee again I will keep you advised.

Other Good News Headlines

- Following the move to Ipswich, Babergh has now (at last) agreed to provide "pop up points" ie support facilities in the Hadleigh library (one half day a week – Thursday afternoons 1 pm to 5 pm) for ward members who need advice and don't want/can't get to Sudbury. Start date was Thursday 18th October 18, and as a trial it will run for 3 months.
 - Please try to get this around the Parish
 - Please advise me if you find it's not working

The 100% business rate retention trial for Suffolk in 2018/19 has been a valuable tool for important projects but will not continue in its present format. Instead, we expect another trial to be implemented for 2019/20 with a 75% retention.

- Budget pressure is manageable currently with a requirement to find approximately £2M over the next 4-year period. This can be achieved without cutting back on services. The next budget brief is in Jan 19. I will keep you advised.
- A major redevelopment plan for Sudbury has been launched by Babergh DC. Details can be found on the website.

Alan Ferguson

SCC Report for Kersey PC 19.11.18

Latest £11m cuts proposed from next year's budget,

Reduce training in Trading Standards, cut the entire £400k core budget for Citizens Advice, stop printing roadside bus timetables and cut rural bus subsidy, stop roadside sign cleaning, cut winter support fleet for highways, review arrangements for grass cutting, review streetlighting. Council tax to go up by maximum allowed 4% (incl 1% for social care). A predicted overspend of £8.6m for the current financial year has dropped to £7.5m thanks to some savings but the council will probably still have to dip into reserves at the end of the year to cover the funding gap.

School admissions consultation

There are no significant changes proposed for admissions 2020/21. But the county say they are "seeking views on potential future changes to the oversubscription criteria in terms of the removal of catchment area priority, such as in favour of using a straight line distance measurement."

If they decide to progress with this change, there would be another consultation October 2019 and any changes would then apply from 2021/22. The justifications for a change are that free schools and academies don't use catchment areas and that from 2019 free school transport will be based on nearest school not catchment.

Newish pothole policy

In August Highways considered the prioritisation process it uses to repair potholes. Its current approach is to fix the most unsafe potholes first. "The unfortunate consequence of this is that we have to return to a particular area at a later date to repair the less severe potholes. "This is not an efficient use of resources, and is frustrating to the public."

They are therefore going to pilot a different prioritisation approach over this coming winter, for services for West Suffolk (including our area). They say they will still take a risk based approach, but will seek to repair more defects in a single visit. If successful, it will roll out to the rest of the county. They are also looking see if they can improve the co-ordination of road closures which are requested by utility companies as well as Suffolk Highways, to stop over-runs and improve signage.

Period poverty

A Labour motion to ask the council to spend £15k to provide free tampons and towels in all maintained schools was rejected by the administration, however they did agree to the other half of the motion which was to write to the Chancellor to take VAT off sanitary products.

Renewables

Similarly a motion proposed by my political group (LibDem, Green and Independent) asking for the council to draw up a report into running a "smart grid" in Suffolk, which would allow energy from renewables to be stored in batteries, and to ensure at least 50% of all the council's energy use will come from renewables by 2025 was also watered down, with the target taken out.

Robert Lindsay

KERSEY PARISH COUNCIL
1 April 2018 - 31 March 2019

Printed on 19/11/2018

RECEIPTS

Date	Credit ref	Detail	Precept	KCPC	Footpath	Other Receipts	VAT	Total Receipts	Sub total
1-Apr-18		Balance brought forward		£ 2,889.33	£ 1,736.75	£ 11,733.32		£ 16,359.40	
3-Apr-18	Direct C	Babergh 50% Precept	£ 3,976.50					£ 3,976.50	£ 20,335.90
4-Jun-18	Bank	Bank Interest 5 Mar-3 Jun				£ 9.14		£ 9.14	£ 20,345.04
3-Aug-18	Direct C	SCC - Footpath mowing			£ 364.59			£ 364.59	£ 20,709.63
3-Sep-18	Bank	Bank Interest 4 Jun - 2 Sept				£ 9.29		£ 9.29	
10-Sep-18	Direct C	Babergh 50% Precept	£ 3,976.50					£ 3,976.50	£ 24,695.42
			£ 7,953.00	£ 2,889.33	£ 2,101.34	£ 11,751.75	£ -	£ 24,695.42	

KERSEY PARISH COUNCIL
1 April 2018- 31 March 2019

Printed on 19/11/2018

PAYMENTS

Date	Cheque No	Detail	General Admin	Clerk's Salary & Staff Costs	Training/ external meetings	Street Lighting	KCPC	Footpath	S137	Other Payments	VAT	Total Payments	Sub total
9-Apr-18	101164	c Suffolk.cloud - website hosting	£ 100.00									£ 100.00	
9-Apr-18	101165	c WJ Green - Footpath						£ 204.09			£ 40.82	£ 244.91	£ 344.91
14-May-18	101166	c SALC - Annual Subscription	£ 178.80									£ 178.80	£ 523.71
9-Jul-18	101167	c G Hollingworth - Footpath exp						£ 25.86			£ 5.18	£ 31.04	
9-Jul-18	101168	c WJ Green - Footpath						£ 20.79			£ 4.16	£ 24.95	
9-Jul-18	101169	c S Partridge - Clerk's Exp	£ 10.84								£ 2.16	£ 13.00	
9-Jul-18	101170	c S Partridge Clerk's home working	£ 52.00									£ 52.00	
9-Jul-18	101171	c S Partridge Clerk's Salary		£ 1,166.16								£ 1,166.16	£ 1,810.86
6-Aug-18	101172	c SALC - Cllr training K Pratt			£ 62.50						£ 12.50	£ 75.00	
6-Aug-18	101173	c SALC - Clerk's networking			£ 17.00						£ 3.40	£ 20.40	
10-Sep-18	101174	c Came & Co - Insurance								£ 331.76		£ 331.76	
10-Sep-18	101175	Kersey Playing Field Assoc								£ 39.90		£ 39.90	
10-Sep-18	101176	c SALC - Cllr training K Pratt			£ 51.50						£ 10.30	£ 61.80	
10-Sep-18	101177	c S Partridge - Clerk's Exp		£ 14.17								£ 14.17	
10-Sep-18	101178	c S Partridge Clerk's home working	£ 52.00									£ 52.00	
10-Sep-18	101179	c S Partridge Clerk's Salary		£ 1,166.16								£ 1,166.16	
10-Sep-18	101180	c Kersey Village Hall - hire	£ 35.00									£ 35.00	£ 3,607.05
8-Oct-18	101181	c Playsafety Ltd - RoSPA inspect								£ 84.00	£ 16.80	£ 100.80	
8-Oct-18	DD	d ICO - Data protection reg	£ 35.00									£ 35.00	£ 3,742.85
			£ 463.64	£ 2,346.49	£ 131.00	£ -	£ -	£ 250.74	£ -	£ 455.66	£ 95.32	£ 3,742.85	

**KERSEY PARISH COUNCIL
FINANCE**

Details for Parish Council Meeting, 19 November 2018

Bank Balances At 31 October 2018

Business Premium Account	£20,314.04
Current Account	£678.43
	<u>£20,992.47</u>

Transfers between Business Premium and Current account since the last meeting

12-Sep-18 Transferred from Business Premium to Current	£1,700.00
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Income received since the last meeting

03-Aug-18 SCC Footpath mowing	£364.59
03-Sep-18 Bank Interest	£9.29
10-Sep-18 Babergh - second half of precept	£3,976.50
	<u>£364.59</u>

Payments made since the last meeting

<u>Date</u>	<u>Chq no.</u>		
8-Oct-18	101181	Playsafety Ltd - RoSPA Inspection	£100.80
			<u>£100.80</u>

Payments Due

<u>Chq no.</u>		
101182	K Pratt - Footpath Working Group Expenses	£23.39
101183	SALC - Clerk GDPR focus Group Session (training)	£30.00
101184	SALC - Cllr training A Rogers	£61.80
101185	Community Heartbeat Trust - Defib Annual support	£126.00
101186	Kersey Village Hall - KCPC Quiz Hire	£40.00
101187	Lennys - KCPC Quiz food	£411.12
101188	St Mary's Church, Kersey - grant for churchyard, newsletter and clock	£420.00
101189	S Partridge - Clerk's expenses	£15.17
		<u>£1,127.48</u>

Expenditure Agreed

Prepared by the Clerk for Kersey Parish Council

Final agreed budget/precept for 2018/2019
Agreed 22 Jan 18, minute ref 17/18

KERSEY PARISH COUNCIL
Budget to 31 Mar 2019 and Precept for 2019/2020

VAT not included in budget figures	2018/19	2018/19	2018/19	2018/19	2019/20	
	Budget/ Precept 2018/2019	Actual to 31 Oct 2018	Estimated balance to 31 March 2019	Estimated total to 31 March 2019	Budget/ Precept 2019/2020	Notes:
Parish Council						
Post/Tel/Stationery/copier cartridge	£135.00	£10.84	£124.16	£135.00	£135.00	
Clerk's working from home exp	£208.00	£104.00	£104.00	£208.00	£208.00	£4/week
Hall Hire:Parish Council 12 @ £5	£55.00	£25.00	£30.00	£55.00	£60.00	
Annual Parish Assembly @ £10	£10.00	£10.00	£0.00	£10.00	£10.00	
SALC subscription	£180.00	£178.80	£0.00	£178.80	£180.00	
External Audit	£100.00	£0.00	£100.00	£100.00	£100.00	External audit fees for 17/18 to 21/22 £200 unless exempt (18/19 to new audit reserve fund)
Data Protection	£188.00	£35.00	£153.00	£188.00	£35.00	ICO reg £35 paid by DD minute ref 128/18. new GDPR May 2018 DPO Yr 1 £150, Yr 2 £50 (DPO not required Gov agreed May 18)
Website hosting	£100.00	£100.00	£0.00	£100.00	£100.00	Suffolk.cloud
Sub total for Admin	£976.00	£463.64	£511.16	£974.80	£828.00	
Clerk's Salary & Staff Costs	£4,915.00	£2,346.49	£2,568.51	£4,915.00	£4,905.00	SCP27 18/19 £12.815/hr. 18/19 Clerk Salary plus extra GDPR hours - 12 approx £150, mileage £100
Training/External Meetings	£250.00	£131.00	£119.00	£250.00	£250.00	LCPAS whole cl £120, Cllr £115, Clerk netwk x2 £20, others £50
Street Lighting	£225.00		£225.00	£225.00	£240.00	
Parish Council Insurance	£340.00	£331.76	£0.00	£331.76	£340.00	Oct 17 new 3 year Long term agreement with Came & Co
Glebe Insurance	£50.00	£39.90	£0.00	£39.90	£50.00	
Hedge Cut - The Glebe	£80.00		£80.00	£80.00	£80.00	
Playground Safety Inspection	£87.00	£84.00	£0.00	£84.00	£87.00	
Dog Litter Bin emptying charge	£45.00		£45.00	£45.00	£45.00	
St Mary's Church	£420.00		£420.00	£420.00	£420.00	18/19 split £265 Churchyd £110 Nletter £45 Clock (last increased Nov 2017)
Defibrillator & Village Emergency Tel	£135.00		£135.00	£135.00	£215.00	CHT memb'shp inc Defib managed solution £135, X2VETS £180 (18/19/20 reduced by £100 funded from Defib & VETS reserve)
Chairman's Allowance	£0.00		£0.00	£0.00	£0.00	
Election costs	£25.00		£25.00	£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	£200.00		£200.00	£200.00	£300.00	18/19 Reduced by £100 to cover GDPR additional cost for year 1.
Precept	£7,953.00	£3,396.79	£4,533.67	£7,930.46	£7,990.00	Precept for 2019/20 £7,990 / 19/20 Tax base 178.23 = £44.83 for a band D property.
<i>Other PC income</i>	£18.43					Bank interest
PC Income	£7,971.43					
Agreed spending from PC reserves:	£100.00		£100.00	£100.00	£100.00	Defibrillator costs funded from Defib and VETS reserve
		£204.09				FP reserve - repair to old DR mower
	£8,071.43	£3,600.88	£4,633.67	£8,030.46		Total Budget
KCPC	£1,017.00		£1,017.00	£1,017.00		KCPC Income 17/18 - Estimated £820.00. Actual £
Footpath	£382.00	£46.65	£335.35	£382.00		Footpath Income 18/19 - Estimated £729.18. Actual £
Millennium Book Fund	£0.00			£0.00		Millennium Book Fund Income 18/19 - Est £2.80. Actual £
Total actual spend		£3,647.53				
Reserves (Cash at Bank)	At 1.4.18			Estimated at 31.3.19		Precept for 2018/19 £7953 (Budget approved 22 Jan 18 min ref 17/18)
KCPC Working Group (Ring fenced)	£2,889.33					Tax base 180.98 = £43.94 for a band D property
Footpath Working Group	£1,736.75					
Defib & VETS reserve	£649.06					Precept for 2017/18 £7340 (approved 16 Jan 17 min ref 15/17)
Election costs reserve	£837.50			£862.50		Tax base 183.47 = £40 for a band D property
Church Walk Maintenance Reserve	£1,560.00			£1,690.00		
Training reserve	£497.69					
Footpath Map printing reserve	£188.50			£263.50		Precept for 2016/17 £6,786 plus CTax Support Grant £43.08
Fixed Asset Reserve	£1,996.05					Tax Base 181.25 = £37.44 for a band D property
Council Tax Support grant money	£729.50			£792.50		Budget approved 25 Jan 16 minute ref 18/16
General Parish Council Reserve	£5,275.02					
	£16,359.40					Precept for 2015/16 £6,700 plus a CTax Support Grant £86.17
Millennium Book Fund Account	£2,847.60					Tax Base 180.31 = £37.16 for a band D property
General PC reserves - advice is to hold between 6-12 months gross expenditure (£5,000 - £10,000) General PC reserves vary from year to year partly due to VAT being paid one year and reclaimed the following year.						