

Minutes of Kersey Parish Council ordinary meeting

held on Monday 15 November 2021 at Kersey Village Hall at 7.30pm

Present: John Hume (Chair), Penny Calnan, Dave Finch, and Andrew Rogers

In attendance: Sarah Partridge (Clerk). Four members of the public, Robert Lindsay (SCC) and Leigh Jamieson (BDC) attended for part of the meeting.

148/21 Apologies – Apologies were received and accepted from Philippa Harris (illness) and Kevin Pratt (work commitments). Rachel Wells sent her apologies.

149/21 Co-option to fill the vacancy for one Parish Councillor

Babergh has confirmed the Parish Council can now fill the Councillor vacancy by co-option. The vacancy has been advertised in the newsletter and on the notice board. Anyone interested in becoming a Parish Councillor for Kersey should contact the Chair or Clerk for more details. No applications have been received to date.

150/21 Accept Members' Declarations of Interest – None

151/21 Consider any Dispensation requests for Pecuniary Interests received from Councillors – None received

152/21 Public forum and reports

Both Robert Lindsay and Leigh Jamieson's reports had been circulated to all Councillors and published on the website before the meeting. The reports are appended to these minutes.

a. Suffolk County Councillor report – Robert Lindsay gave his report's report. Robert commented that at Union Hill, Semer the road is going to have advisory road signs and markings to encourage drivers to slow down, which he supported.

b. Babergh District Councillor report - Leigh Jamieson gave his report. The Chair thanked Leigh for his support in getting the hedge in Vale Lane cut.

c. Parish Time – Parishioners' opportunity to raise matters and ask questions

A resident was pleased to see the hedge in Vale Lane had been cut but felt that it could have been done better. The Chair is still working on finding a suitable replacement red warning triangle to go on the top of the historic street sign on Church Hill. Concern was raised about the number of pot holes on the road from the crossroads to Williams Green. The whole surface of the road is very rough and dangerous for cyclists. Residents were encouraged to keep reporting potholes via the SCC website.

153/21 Minutes of the previous meeting

The minutes of the meeting held on 11 October 2021 were confirmed as being correct and signed.

154/21 Clerk's Report

The Clerk carried out an audit to ensure the Parish Council is complying with the Privacy and Electronic Communications Regulations (PECR) which sit alongside the Data Protection Act and the UK GDPR. They give people specific privacy rights in relation to electronic communications. The Parish Council uses cookies on the website. The way cookies are used is in line with the regulations. The Parish Council is not affected by the other areas of PECR as the Parish Council does not carry out marketing, provide electronic communication services or compile or hold telephone, fax or email directories. The Parish Council was unable to complete all the necessary public consultation to ensure public awareness and

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support for the Quiet Lanes scheme in the required timeframe so this initiative will not be taken forward in Kersey. The overgrown hedges at Wickerstreet Green have been cut back. Highways has responded regarding the query with verge cutting of no through roads in Kersey. It seems there was some poor communication between the contractors and highways. Since the verges were cut by landowners it may not now be necessary for them to be cut by the highways contractors this year. As assessment will be made and works ordered as appropriate. They have given an assurance that these roads will not be missed in future because they are moving over to a new better mapping system.

155/21 Correspondence

All correspondence for the Parish Council has been circulated to Councillors. The following items were noted:

The **South Suffolk Task Force** has published a 'Resilient Recovery' report. The report features a number of recommendations to bolster the local economy in the coming years, covering both the manufacturing and service sectors. Weblink to the report: <https://www.jamescartlidge.com/campaigns/south-suffolk-taskforce>

Suffolk County Council is undertaking a review of recommended lorry routes across the county. There are no lorry routes through Kersey. The A1141 is a local access route for lorries. It was agreed not to respond to this consultation.

Babergh has issued Christmas bin collection dates. Over the festive period bins will be emptied up to 5 days later than normal. Full information can be found on the Babergh website. This information will be forwarded to the newsletter team.

<https://www.babergh.gov.uk/waste-services/collection-days/christmas-collections/>

Draft Babergh and Mid Suffolk District Councils Housing Land Supply Position Statement Consultation. This consultation draft is being published to test the robustness of housing land supply information and evidence relating to the delivery of sites. Their latest 5-year housing land supply position demonstrates a deliverable supply for 6.86 years. It was agreed not to respond to this consultation.

Dialect and Heritage project. The Museum of East Anglian Life is partnering with the University of Leeds on this project. The University of Leeds has a history of dialect research and in the 1950s created the Survey of English Dialects, visiting Yoxford, Mendlesham, Kedington, Tuddenham and Kersey in Suffolk. They are looking for volunteers to continue this project. This information has been forwarded to the Kersey local history recorder. Anyone interested in taking part in this project should contact the Clerk for more details.

156/21 Finance

a) A copy of the accounts to date and a financial statement, showing bank balances, receipts and payments for approval had been circulated to Councillors before the meeting; these are appended to the minutes. The balance of the annual precept was received by the Parish Council in September. The grant funding from Babergh for the playground project was received in October. All payments were approved.

b) Councillors all had a copy of the budget comparison, appended. This shows actual spending and estimated spending to the end of the financial year as well as the budget. Budgeted spending compared to actual shows the Parish Council is on track as planned.

c) Councillors had all seen a copy of the bank statements and bank reconciliations and confirmed they had been correctly completed.

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d) The Parish Council insurance had been renewed with CAS as part of our 3-year long term agreement. The insurance schedule had been circulated to all Councillors.

e) Closure of the Millennium Book Fund Account - At a Parish Council meeting in September 2019 it was agreed in principle to allocate all the Millennium Book Fund money to playground equipment to provide match funding for grant applications. The playground improvement project has now been completed. The actual net costs of the project were £7,058.34. The Parish Council is able to reclaim all the VAT. The grants received were £4,125.00, leaving a balance of £2,933.34. The balance in the Millennium Book Fund account in October 2021 was £2873.27. There will be a very small amount of interest to add to this amount. The Millennium Book Fund account was originally set up to receive income from sales of the book 'Kersey Within Living Memory'. All books have been sold and the book is now available to read online. There is a link to this from the local history page of the Kersey website. The only current income to this account is bank interest. It was resolved to close the Millennium Book Fund account and request the funds are paid by cheque to the main Parish Council Barclays bank account to then allocate to the playground project. The balance of money needed for the playground improvement project will come from KCPC funds held within the PC Barclays account.

157/21 Receive report from Internal Auditor for the interim internal audit

The interim internal audit was carried out remotely by Natalie Blyth and everything was found to be in order. A copy of the report was circulated to all Councillors.

158/21 Planning applications

a) Progress

DC/21/04895 Vale House, Vale Lane, Kersey, Suffolk IP7 6EH

Proposal: Householder Planning Application -Erection of a cartlodge with study, store and an open garage.

Babergh granted permission on 29 October 2021 including a condition that the permission shall only authorise the use of the office space for purposes incidental and ancillary to the principal dwelling known as Vale House, Kersey and does not permit the use of the accommodation for a separate household.

b) Planning applications to consider

DC/21/05723 Priory Holme, The Street, Kersey, Suffolk IP7 6DY

Proposal: Application for works to trees subject to a Tree Preservation Order (WS234) – Cut back overhang to thatched roof from 1no Yew Tree (To give up to 3m clearance)

The applicant was not present. Councillors considered the proposal and unanimously resolved to fully support the application.

DC/21/05999 Harts Cottage, Uplands, Kersey, Suffolk IP7 6EP

Proposal: Householder Application - Erection of attached annexe (following demolition of detached garage).

The applicant outlined the reasons for the proposal, which were to provide accommodation for her elderly parents so that she can help provide care and support. The annexe is designed in keeping with neighbouring buildings and has green energy solutions included. Councillors considered this proposal and unanimously resolved to fully support the application.

159/21 Footpath Working Group

No report.

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160/21 KCPC Working Group

Jonathan Marsh had sent a short report. The grass continues to be cut and the playground maintained. It was decided not to hold a quiz night given the mixed reception to the idea, and at the time Ipswich had the highest Covid rate in the country. A maintenance day will be held before the end of the year and a working group meeting is also planned.

The RoSPA inspection report has recently been received. Items marked with possible remedial tasks will be reviewed and considered by KCPC.

161/21 Consider solutions to nuisance car parking in The Street and Church Hill

Following public complaints, the Parish Council organised a Parish Assembly on 11 October to hear the views and concerns of residents regarding nuisance parking. The Chair thanked a local resident who has been advising the Parish Council about potential parking solutions. Richard has extensive knowledge of parking and advises local authorities throughout East Anglia. Last week he had provided an excellent, very professional and helpful presentation to Councillors. He had explained that parking usually just works but when it doesn't there is a hierarchy of controls that can be taken. These range from easy, no and low cost up to formal, time consuming and expensive controls. Parking controls can get very complicated and very expensive very quickly.

Hierarchy of Controls:

- Communication
- Education
- Informal solutions ('advisory')
- Alternative provision ('carrot')
- Formal restrictions
- Patrols & enforcement ('stick')

The advice to the Parish Council was to work on a local campaign of communication and education:

- Raise awareness of the issues by putting articles in the newsletter.
- Write to holiday let owners.
- Write to residents.
- Communicate with the local attractors – Church, School, Pub, village hall. Make them aware of the problem and ask for their support.
- Noticeboards and posters.

Richard advised that communication and education needs to be consistent, ongoing and regular, gently nudging people change their behaviour. More formal and expensive controls could be considered by the Parish Council but it would involve working with SCC and Babergh - Kersey is in the West Suffolk parking authority area. If more formal controls and restrictions were wanted and fully supported by residents then significant funding would be needed which could come from council tax (Parish Council precept) and possibly grants. Formal actions would affect both residents and visitors so may not be the best solution. It would also involve signage and road painting which would spoil the beauty of the village and detract from the street scene and heritage assets.

Some residents present spoke again about the wish for a carpark and felt that the carpark at the school and Church and The Bell carpark could be better used. It was commented that both are private parking areas and not public carparks. Residents were also concerned that most holiday let websites do not mention anything about parking for their clients.

Councillors agreed the Parish Council should follow the expert advice and work on communication and education. It was agreed John Hume and Philippa Harris would work together on the local campaign of communication and education and report back to Councillors before anything is published.

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Leigh Jamieson, Robert Lindsay and 3 members of the public left the meeting.

162/21 Consider responding to the Police and Crime Commissioner draft plan consultation

This consultation had been circulated to all Councillors. It was agreed not to respond to this consultation.

163/21 Update on nominating The Bell Inn as an Asset of Community Value

Penny Calnan had submitted the application in November, with support from the Clerk. Supporting evidence for the application had been put together showing a significant amount of community use of The Bell by many different local organisations. It was felt this was a strong application showing how vital The Bell is to the whole Kersey community, as a formal and informal place to meet and socialise. The Chair thanked Penny Calnan for working on this.

164/21 Update on plans for the Platinum Jubilee celebrations in Kersey

The Chair has organised an initial meeting for the working group at the village hall on Monday 6 December at 7.30pm. Initial ideas are for a street party, possibly on the Sunday with a commonwealth theme. The VPA marquee and the Village Hall have both been booked. The group will work together to come up with a suitable community celebration and see if grant funding is available. A set of terms of reference for the working group were agreed. These are appended to the minutes.

165/21 Update on the project to support residents to reduce their carbon footprint

The Parish Council is working with Groundwork East to provide community support to encourage residents to reduce their carbon footprint. The webpage on the Kersey website provides plenty of information for residents. A post card was delivered with the October newsletter giving residents top tips to reduce their energy use and save money. A note was put in the November newsletter reminding residents about the initiative and providing contact details for Groundwork East who can give free expert advice for energy saving ideas and reducing CO2 emissions.

166/21 Agree dates for ordinary Parish Council meetings for 2022

All ordinary meetings will be on a Monday evening at 7.30pm in the village hall. If additional meetings are needed to consider urgent matters before the next ordinary meeting, then an extraordinary meeting will be called.

31 January	Parish Council
7 March	Parish Council
11 April	Annual Parish Assembly + short Parish Council
16 May	Parish Council Annual Meeting
4 July	Parish Council
5 September	Parish Council
21 November	Parish Council

These dates will be published on the Kersey website, the Kersey community google calendar and the newsletter.

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167/21 Receive report from the Clerk's job appraisal and salary review

The Chair reported that he had met with the Clerk and carried out her appraisal. He had circulated his report to all Councillors. The Chair said it had been another year of strong performance by the Clerk and the Council was fortunate to have a permanent Clerk of this calibre. It was agreed the Clerk would remain on salary scale SCP20 and the working from home allowance would remain at £4 per week.

168/21 Budget and precept 2022/2023 – consider budget including income and reserves, set provisional precept and note powers used for budgeted spending

Councillors all had a copy of the draft budget which showed budgeted spending for the year ending March 2023. The Council also considered estimated reserves and income. A sheet showing all the legal powers used by the Parish Council for the budgeted spending had also been circulated and is appended. The Clerk commented that the impact of the pandemic, BREXIT and unusual energy price increases had made budgeting from some items a little tricky. The most difficult was street lighting. The County Council manage the street lights and are unable to predict what energy prices might be in March 2023. The Parish Council has also been invited to upgrade the street lights to LED units as part of the County Council upgrade programme. A survey of the lights will be carried out shortly prior to the issue of a formal quote. The initial estimates suggest it would be a prudent decision to upgrade. Energy usage could be reduced by 60%. It was agreed the Parish Council would consider the upgrade once actual costs are known. The Parish Council has built up a fixed asset reserve which could be used to pay for the LED upgrade. Taking into consideration the climate crisis and the need for everyone to reduce their carbon footprint it was agreed the Parish Council will carry out a consultation with residents as to whether all the street lights in Kersey are still necessary and wanted by residents.

The working group budgets for KCPC and Footpaths will be considered at a future meeting. The working groups are generally self-funding and do not require any funding from the precept. The KVG does not have any expenses or income. It was agreed if funding is required for the Platinum Jubilee working group this could come from the filming income received by the Parish Council. It was resolved to set the budget total at £9,991. By using £100 of the defibrillator reserve it would reduce the precept to £9,891. The Parish Council has not yet received the tax base for 2022/23. Based on the previous year's tax base this would mean a precept of £55.32 for a band D property, which is an increase of £2 for the year or 3.8p/week. The budget will be reviewed again at the January meeting before the precept is formally agreed and the precept request signed. A copy of the budget is appended to these minutes.

169/21 Agree content for the newsletter article 'Pride in our Parish'

It was agreed this should outline the progress the Parish Council has made to try to solve the parking problems in the village.

A separate note will be put in the newsletter about the Jubilee celebrations and another for the street lighting review.

170/21 Training

SALC continues to offer online training as published on their website.

171/21 Reports from other meetings

- a. Police and Parish Forum 29 September 21 – notes circulated to Councillors
- b. SALC Babergh Area Forum 2 November 21 – notes circulated to Councillors

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172/21 Forthcoming meeting

Police and Parish Forum 1 December 21 at Brantham. Penny Calnan will see if she can attend.

173/21 Any other business – Councillors’ opportunity to bring matters to the Council’s attention

A Councillor raised a concern about the length of time our County and District Councillors take to give their reports at the start of Parish Council meetings. This impacts on the length of the meeting and the time available for the Parish Council to discuss all the items on the agenda.

The next scheduled Parish Council meeting will be on Monday 31 January 2021 at Kersey Village Hall at 7.30pm.

There being no further business the meeting closed at 9.30pm.

Appended to these minutes are 9 pages:

Suffolk County Council report from Robert Lindsay (2 pages)

Babergh District Council report from Leigh Jamieson

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

Kersey Parish Council finance sheet for 15 November 2021

Kersey Parish Council budget comparison for 2021/22 and draft budget for 2022/23

Kersey Parish Council legal powers for budgeted spending

Terms of Reference for the Platinum Jubilee working group

Signed

Date

Kersey PC 12.11.21 Report from County Councillor Robert Lindsay

£50m bus back better bid

County council cabinet has approved a bid for £50 million funding for buses from the Government's "Bus Back Better" scheme. Suffolk's bid makes 16 different proposals, including extending the 25% Endeavour Card discount for young people to all bus services, increasing frequency on the top ten "corridor" routes that are most profitable for private operators, having more bus lanes and/or bus gateways on these 10 routes, expanding its unscrutinised "Katch" electric minibus service to three other rural areas, checking the feasibility of "bus mass transit" (special segregated pathways for buses), making bus tickets integrated with trains and with different operators.

My initial concern is that there is little here for rural areas, even in regard to on demand "dial a ride" services. But the Government criteria do not appear to allow for that.

Kersey School

The school has been successfully academised and is now part of the Tilian Partnership which is an expert in running small village schools, with several under its wing and has brought in a well-regarded head teacher as maternity cover, all of which should help secure its future.

Lorry route consultation

You should have been sent by Suffolk County Council a link to an online survey about lorry impact in your village. They are undertaking a review of the current lorry routes to update it to take account of developments since it was last produced. They say changes are unlikely to be huge.

Full Council – local electricity supply motion passed

The Suffolk County Council met for a Full Council meeting on the 21st October 2021. Our group proposed a motion to support the Local Electricity Bill, to help lower the costs to local and community energy suppliers of getting a licence to sell energy to their local community. The motion was passed unanimously. The Bill makes the licences more affordable for local energy suppliers and hence is likely to lower prices for everyone. Details of the motion and Local Electricity Bill can be found here:

<https://powerforpeople.org.uk/local-electricity-bill-briefing-for-councillors>

Suffolk Schools to Reintroduce Face Coverings

On Wednesday 20th October, the Directors of Public Health, and Children and Young People Services, released a statement notifying us that face coverings are to be reintroduced into schools from 1st November.

This is due to the rising COVID cases in Suffolk. Staff and students will have to wear face coverings in communal areas, outside of the classroom, unless exempt for medical reasons. Visitation will also be restricted to essential visits. A further review on its effectiveness will commence 15th November.

Our group's Public Health Spokesperson encourages the Government to be proactive and apply the same measures for everyone, as we head toward winter.

See Cllr Simon Harley's comments on the decision at

<https://suffolkgli.wordpress.com/2021/10/26/gli-public-health-spokespersons-warning-over-winter-response-to-reintroduction-of-covid-measures/>

Sizewell C: Government Announce Support & New Funding Strategy

On the 15th October, Suffolk County Council announced their support for Sizewell C, and are raising 'important concerns' with the Secretary of State. My political group remains firmly against the project, arguing the environmental and socio-economic impact on local communities is far too great.

In addition, Business and Energy Secretary, Kwasi Kwarteng, announced a new strategy for funding the nuclear power project at Sizewell. The "Regulated Asset Base" strategy means more of the costs and risks of the project will be shifted onto consumers' electricity bills, including the costs of any construction overrun. Our Group is against this and has asked that the Government looks into investing in cleaner, cheaper, and more rapidly-built forms of renewable energy available to Suffolk.

[https://committeeminutes.suffolk.gov.uk/DocSetPage.aspx?MeetingTitle=\(12-10-2021\),%20The%20Cabinet](https://committeeminutes.suffolk.gov.uk/DocSetPage.aspx?MeetingTitle=(12-10-2021),%20The%20Cabinet)

County council cabinet approves part dualling of a stretch of A12 just north of Woodbridge

Suffolk County Council contribution to the scheme is £10m including the costs of some foot and cycle bridges and a cycle lane and bus lane.

District Council Report

Babergh 5 Year Housing Land Supply

Babergh have released their latest 5-year housing land supply position which demonstrates that the council currently have a **deliverable supply for 6.86 years**. The Council are required to supply 2116 units and actually have enough approved applications to deliver 2902 units

Babergh votes against Senior Leadership Team Pay Rise

Councillors were asked to vote for a pay rise that would have been c20% for the Senior staff at Babergh and Mid Suffolk. This would have increased the wages of the Directors and CEO by c£20,000 a year. An independent assessment by the East of England Local Government Authority (EELGA) had highlighted that the Senior Team at BMSDC are out of line with other similar councils and will experience difficulties employing staff. However a significant majority of Babergh Councillors felt that such a pay rise would be wrong at a time when people are struggling and losing their jobs while Council Tax is increasing, and charges are being implemented for parking.

Cabinet or Committee System

The Council have agreed to review the Governance system being used at the Council. The current Cabinet system has been in place for nearly five years now and following a motion from Councillor Lindsay calling for a return to the Committee system it was agreed that the constitutional working group would come up with a choice of a committee system and a revised cabinet system which will be debated at the first full council meeting in the New Year.

In the short term the leader of the Council has increased the Conservative Councillors on the Cabinet by two while Councillor Liz Malvisi has remained on the cabinet but has left the Conservative Group.

Considerate Constructors Scheme

On the 21st September Council meeting I submitted a motion asking the Council to sign up as a client partner of the Considerate Constructor Scheme. This scheme aims to achieve best practice in the industry, particularly around areas of Safety, The Community, The Environment, and the Workforce. By becoming a Client Partner it demonstrates that the Council is an organisation that proactively chooses to demonstrate its commitment to raising standards in the construction industry.

Corks Lane

It has been confirmed that there are still some non-material amendments to the planning consent that are in hand with the planning team. Some of the buildings are listed and work on these also still need listed building consent and LPA approval. The Council are also awaiting tenders from contractors, but the deadline for this has been extended to allow for the affects of Brexit and Covid on the construction industry.

Council commits to reducing light emitted

The Council have committed to reducing streetlight intensity across their districts – protecting plant and wildlife, and reducing energy use, in line with biodiversity and climate change ambitions. This will include additional lighting control guidance within their Biodiversity Supplementary Planning Document (SPD), currently in development, was also approved.

KERSEY PARISH COUNCIL
1 April 2021 - 31 March 2022

Printed on 09/11/2021

RECEIPTS

Date	Credit ref	Detail	Precept	Footpath	KCPC	Other Receipts	VAT	Total Receipts	Sub total
1-Apr-21		Balance brought forward		£ 3,271.96	£ 4,776.94	£ 12,270.35		£ 20,319.25	
12-Apr-21	Direct C	Babergh 50% Precept	£ 4,766.50					£ 4,766.50	
12-Apr-21	Direct C	Babergh council tax support grant				£ 164.00		£ 164.00	£ 25,249.75
21-May-21	Direct C	Screen Suffolk - filming donation				£ 1,500.00		£ 1,500.00	£ 26,749.75
7-Jun-21	bank	Bank interest 8 Mar-6 Jun				£ 0.56		£ 0.56	£ 26,750.31
27-Aug-21	Direct C	HMRC VAT refund					£ 122.69	£ 122.69	£ 26,873.00
1-Sep-21	Direct C	SCC - Footpath mowing		£ 376.24				£ 376.24	
6-Sep-21	bank	Bank interest 7 Jun - 5 Sept				£ 0.42		£ 0.42	
13-Sep-21	Direct C	Babergh 50% Precept	£ 4,766.50					£ 4,766.50	£ 32,016.16
4-Oct-21	Direct C	Babergh Capital Grant - KCPC			£ 2,293.33			£ 2,293.33	£ 34,309.49
								£ -	
								£ -	
			£ 9,533.00	£ 3,648.20	£ 7,070.27	£ 13,935.33	£ 122.69	£ 34,309.49	

KERSEY PARISH COUNCIL
1 April 2021 - 31 March 2022

Printed on 09/11/2021

PAYMENTS

Date	Cheque No	Detail	General Admin	Clerk's Salary & Staff Costs	Training/ external meetings	Street Lighting	Footpath	KCPC	S137	Other Payments	VAT	Total Payments	Sub total
14-Apr-21	101269	c SALC - Annual subs	£ 188.56									£ 188.56	
14-Apr-21	101270	c Suffolk.cloud - website hosting	£ 110.00									£ 110.00	
14-Apr-21	101271	c Online playgrounds - KCPC proj						£ 330.80			£ 66.16	£ 396.96	£ 695.52
24-May-21	101272	c WJ Green - FP mower					£ 28.33				£ 5.67	£ 34.00	£ 729.52
9-Jun-21	101273	c M Banks - KCPC project						£ 321.00				£ 321.00	
9-Jun-21	101274	c Redlynch Leisure - KCPC proj						£ 5,952.00			£ 1,190.40	£ 7,142.40	£ 8,192.92
5-Jul-21	101275	c MW Nice - KCPC						£ 121.21			£ 24.24	£ 145.45	
5-Jul-21	101276	c WJ Green - FP mower					£ 59.22				£ 11.84	£ 71.06	
5-Jul-21	101277	c S Partridge - Clerk's salary		£ 1,286.83								£ 1,286.83	
5-Jul-21	101278	c S Partridge - home working	£ 52.00									£ 52.00	
5-Jul-21	101279	c S Partridge - Clerk's exp	£ 47.38								£ 7.48	£ 54.86	£ 9,803.12
2-Aug-21	101280	c WJ Green - FP mower					£ 28.33				£ 5.67	£ 34.00	
2-Aug-21	101281	c M Banks - KCPC project						£ 210.00				£ 210.00	
2-Aug-21	101282	c S Partridge - KCPC project						£ 23.33			£ 4.67	£ 28.00	
2-Aug-21	101283	c Fenland Leisure - KCPC proj						£ 100.00			£ 20.00	£ 120.00	£ 10,195.12
6-Sep-21	101284	WJ Green - FP mower					£ 43.74				£ 8.75	£ 52.49	
6-Sep-21	101285	c Business Services at CAS								£ 294.28		£ 294.28	
6-Sep-21	101286	c Kersey Village Hall - hire	£ 15.00									£ 15.00	
6-Sep-21	101287	c S Partridge - Clerk's salary		£ 1,286.83								£ 1,286.83	
6-Sep-21	101288	c S Partridge - home working	£ 52.00									£ 52.00	
6-Sep-21	101289	c S Partridge - Clerk's exp	£ 7.92									£ 7.92	
20-Sep-21	DD	c ICO - data protection fee	£ 35.00									£ 35.00	£ 11,938.64
			£ 507.86	£ 2,573.66	£ -	£ -	£ 159.62	£ 7,058.34	£ -	£ 294.28	£ 1,344.88	£ 11,938.64	

Net total (No VAT) £ 10,593.76

Kersey Parish Council Finance

Details for Parish Council Meeting on 15 November 2021

Bank Balances at 29 October 2021

Business Premium Account	£21,066.42
Current Account	£1,671.47
	<u>£22,737.89</u>

Transfers between Business Premium and Current account since the last meeting

21-Sep-21 Transferred from BPA to current account	£1,000.00
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Income received since the last meeting

27-Aug-21 HMRC VAT refund	£122.69
01-Sep-21 SCC footpath mowing	£376.24
06-Sep-21 Bank interest	£0.42
13-Sep-21 Babergh precept (final 50%)	£4,766.50
04-Oct-21 Babergh capital grant for KCPC playground proj	£2,293.33
	<u>£7,559.18</u>

Payments made since the last meeting

<u>Date</u>	<u>Chq no.</u>	
	None	
		<u>£0.00</u>

Payments Due

<u>Chq no.</u>		
101290	Community Heartbeat - Defib annual support	£151.20
101291	St Mary's PCC	£460.00
101292	RoSPA inspection	£107.40
		<u>£718.60</u>

Expenditure Agreed

Prepared by the Clerk for Kersey Parish Council

KERSEY PARISH COUNCIL
Budget to 31 Mar 2022 and DRAFT Precept for year ending March 2023

VAT not included in budget figures						
	Budget/ Precept 2021/2022	Actual to 29 Oct 21	Estimated balance to 31 March 2022	Estimated total to 31 March 2022	DRAFT Budget/ Precept year ending March 2023	Notes:
Parish Council						
Post/tel/stationery/copier cartridge	£130.00	£43.32	£86.68	£130.00	£135.00	
Clerk's working from home exp	£208.00	£104.00	£104.00	£208.00	£208.00	£4/week
Hall Hire:Parish Council	£100.00	£16.98	£83.02	£100.00	£100.00	May be Zoom if legislation allows Pro Annual £100
Annual Parish Assembly @ £10	£10.00	£10.00	£0.00	£10.00	£10.00	
SALC subscription	£190.00	£188.56	£0.00	£188.56	£190.00	SALC 0% NALC 1% increase for 22/23
External audit	£0.00	£0.00	£0.00	£0.00	£0.00	External audit fees for 17/18 to 21/22 £200 unless exempt (£200 in reserve) No info for 2023 and beyond yet
Data protection	£40.00	£35.00	£0.00	£35.00	£40.00	ICO reg currently £5 discount for DD payment
Website hosting	£110.00	£110.00	£0.00	£110.00	£110.00	Suffolk.cloud inc £10 fee for security certificate
Sub total for Admin	£788.00	£507.86	£273.70	£781.56	£793.00	
Clerk's salary & staff costs	£6,230.00	£2,573.66	£3,656.34	£6,230.00	£6,330.00	Scale SCP20 £13.51/hr. Inc element for additional hours over contract
Training/external meetings	£250.00		£250.00	£250.00	£250.00	SALC whole Council 2hrs £220, Cllr £110, others approx £50 mileage £100
Street lighting	£300.00		£300.00	£300.00	£540.00	SCC can't give estimate due to unusual energy price rises currently. Budget for double energy and 10% maintenance increase
Parish Council insurance	£300.00	£294.28	£0.00	£294.28	£300.00	Oct 20 new 3 year Long term agreement with CAS
Glebe insurance	£50.00		£50.00	£50.00	£55.00	
Hedge cut - The Glebe	£80.00		£80.00	£80.00	£85.00	
Playground safety inspection	£90.00		£89.50	£89.50	£93.00	
St Mary's PCC	£460.00		£460.00	£460.00	£460.00	split: £265 Churchyd £150 Nletter £45 Clock (last increased Nov 2020)
Defibrillator & Village Emergency Tel	£215.00		£215.00	£215.00	£215.00	CHT memb'shp inc Defib managed solution £135, X2VETS £180 (20/21 reduced by £100 funded from Defib & VETS reserve)
Chairman's allowance	£0.00		£0.00	£0.00	£0.00	
Election costs	£165.00		£165.00	£165.00	£165.00	Routine 4 yearly elections, next due May 2023 (Full election costs £1,163)
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)
Mowing The Glebe	£100.00		£100.00	£100.00	£100.00	
Contingencies	£300.00		£300.00	£300.00	£300.00	
Precept	£9,533.00	£3,375.80	£6,144.54	£9,520.34	£9,891.00	Precept for 22/23 £ Approved on Min ref
<i>Other PC Income</i>						22/23 Tax base = £ for band D property % increase (an increase of /month)
BDC council tax support grant	£164.00					
Bank interest	£0.98					
Filming donations	£1,500.00					Provisionally agreed could be used for community Platinum Jubilee celebrations
PC Income	£11,197.98					
Agreed spending from PC reserves:	£100.00	£0.00	£0.00	£0.00	£100.00	Defibrillator costs funded from Defib and VETS reserve
	£11,297.98	£3,375.80	£6,144.54	£9,520.34	£9,991.00	Total Budget
						Footpath Income 21/22 - Estimated £729.18 Actual £376.24
						KCPC Income 21/22 - Estimated £1000.00 Actual £2293.33
						Millennium Book Fund Income 21/22 - Est £0 Actual £
Footpath	£447.50	£159.62				
KCPC	£9,067.00	£7,058.34				
Millennium Book Fund						
Total actual net spend		£10,593.76				
					Estimated	21/22 Tax base 178.78 = £53.32 for band D property 11.36% increase (an increase of 45p/month)
Reserves (Cash at Bank)	At 1.4.21	Spent	Added from budget		At 31.3.22	
Footpath Working Group	£3,271.96					Precept for 2020/21 £8,716.00 Approved on 16 Dec 2019 Min ref 206/19
KCPC Working Group (Ring fenced)	£4,776.94					20/21 Tax base 182.02 = £47.88 for a band D property, 6.8% increase.
Audit reserve	£200.00				£200.00	
Training reserve	£449.19				£449.19	Precept for 2019/20 £7,990 Approved 28 Jan 2019 Min ref 24/19
Defib and VETS reserve	£836.06				£836.06	19/20 Tax base 178.23 = £44.83 for a band D property.
Election expenses reserve	£319.71				£484.71	
Church Walk maintenance reserve	£1,950.00				£2,090.00	Precept for 2018/19 £7953 (Budget approved 22 Jan 18 min ref 17/18)
Footpath map printing reserve	£358.50				£433.50	Tax base 180.98 = £43.94 for a band D property
Fixed asset reserve	£2,957.53				£2,957.53	
General Parish Council reserve	£5,199.36				£5,199.36	Precept for 2017/18 £7340 (approved 16 Jan 17 min ref 15/17)
	£20,319.25					Tax base 183.47 = £40 for a band D property
Millennium Book Fund account	£2,871.84				£0.00	

General PC reserves - policy is to hold between 6-12 months gross expenditure (£4,920 - £9,840 (5 yr average)) General PC reserves vary from year to year partly due to VAT being paid one year and reclaimed the following year.

Kersey Parish Council Powers for Budget Items

Post/tel/stationery/copier cartridge	LGA 1972 s150 & S111
Clerk's working from home exp	Local Government (Financial Provisions) Act 1963 s5
Hall Hire:Parish Council	LGA 1972 Sch 12 & LGA 1972 s150
Annual Parish meeting	LGA 1972 Sch 12 & LGA 1972 s150
Remote meeting expenses (Power expired 7 May 2021)	The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020
SALC subscription	Local Government Act 1972 s143
Audit	Accounts & Audit Regulations 2015
ICO data protection registration	LGA 1972 s150 and Data Protection Regulations 2018
To have a website	LGA 1972 s142
Clerks salary	LGA 1972 s112
Travel expenses to training/meetings	LGA 1972 s111
Training/external meetings	LGA 1972 s111 and LGA 1972 s145
Street lighting	Parish Councils Act 1957 s3 & Highways Act 1980 s301
Parish Council insurance	LGA 1972 s140, 140A, s145 & s150, LGA 2000 s101
Glebe insurance	LGA 1972 s140, 140A, s145 & s150
Hedge cut - The Glebe	Local Government (Miscellaneous Provisions) Act 1976 s19
Playground safety inspection	Local Government (Miscellaneous Provisions) Act 1976 s19
Dog litter bin emptying charge	Litter Act 1983 s5 and s6
St Mary's PCC - clock	Parish Councils Act 1957 s2
St Mary's PCC - churchyard	Local Government Act 1972 s214
St Mary's PCC - newsletter	Local Government Act 1972 s142
Defibrillator & VETS	Public Health Act 1936 s234 (power to provide life saving appliances)
Chairman's allowance	Local Government Act 1972 s 15(5)
Parish Council election costs	Representation of the People Act 1983 (as amended) s36
Church Walk future maintenance	Highways Act 1980 s43, 50
Footpath map reprinting	LGA 1972 s142 (the provision of information).
Maintaining/tidying open spaces	Open Spaces Act 1906 s9 & 10
Purchase and maintenance of benches	Parish Councils Act 1957 s1
Purchase and repair of street sign	Road Traffic Regulations Act 1984 s72
Purchase & repair decorative village sign	LGA 1972 s 144
Purchase laptop and office equipment	LGA 1972 s150
Footpath Working Group	Highways Act 1980 s43, 50
KCPC Working Group & mowing Glebe	Local Government (Miscellaneous Provisions) Act 1976 s19
Kersey Volunteer Group Working Group	Highways Act 1980 s.96 maintain roadside verges
Community celebration events (Jubilees etc)	LGA 1972 s145 provision of entertainment and support of arts inc celebrations
Kersey Table Tennis Club	Local Government (Miscellaneous Provisions) Act 1976 s19
To promote community organisations	LGA 1972 s142 (the provision of information).
Nightingale Trust (allotments)	Small Holdings & Allotments Act 1908 s23
Good Neighbour Scheme	LGA1972 s137
For other things not covered by powers but of benefit to community	Usually LGA 1972 s137 This power is capped based on the number of electors. It is considered as a power of last resort. For the financial year ending 31 March 2022 £8.41 per elector. 282 registered electors at 1 December 2021 making total available £2371.62
Grit bins	No specific power so have to use LGA 1972 s137

Kersey Parish Council Platinum Jubilee Working Group

Terms of Reference November 2021

Members of the community, including Parish Councillors will work together to organise a community event in Kersey to celebrate the Queen's Platinum Jubilee in June 2022.

The Parish Council will use the power under Section 145 of the 1972 LGA; The provision of Entertainment, to spend money as appropriate on this event.

As a Working Group of the Parish Council decisions, especially those involving the spending of money need to be ratified by the Parish Council.

Working Group Responsibilities:

- To organise a community celebration to mark the Queen's Platinum Jubilee.
- To identify and secure any grant funding which may be available.
- To get all decisions incurring expenditure ratified by the Parish Council.
- To report to the Parish Council at each council meeting with a copy report for the Clerk.
- To ensure appropriate insurance is in place for the event.
- To carry out a risk assessment for the event and put in place measures to reduce any risks identified.

The Parish Council Responsibilities:

- To approve all spending of the Platinum Jubilee working group.
- To maintain the working group accounts.
- To raise invoices, receive and make payments.