

Minutes of Kersey Parish Council ordinary meeting held on Monday 1 July 2024 at Kersey Village Hall at 7.30pm

Present: John Hume (Chair), Liz Bostock, Esme Chapman, Andrew Rogers and Richard Walker.

In attendance: Sarah Partridge (Clerk). Leigh Jamieson (BDC) for part of the meeting. No members of the public.

69/24 Apologies – Apologies were received and accepted from David Butcher (personal), Penny Calnan (personal). Rachel Wells sent her apologies.

70/24 Accept Members' Declarations of Interest and consider Dispensation requests for Pecuniary Interests

Andrew Rogers declared an NRI for planning applications DC/24/01994 & DC/24/01995 Curtis Farm, Wickerstreet Green, because he is a close neighbour. Esme Chapman declared a NRI in the item to consider whether the Parish Council will pay for parking management signs due to a personal connection.

71/24 Minutes of the previous meeting

The minutes of the meeting held on 13 May 2024 were confirmed as being correct and signed.

72/24 Public forum and reports

Reports had been circulated to all Councillors and published on the website before the meeting. The Babergh report is appended to these minutes.

a) Suffolk County Councillor report - no report received.

b) Babergh District Councillor report – Leigh Jamieson's report was read. There were no questions.

c) Parish Time – Parishioners' opportunity to raise matters and ask questions - None

73/24 Planning applications

a) Progress

DC/24/02055 Water Cottage, The Street, Kersey, Ipswich Suffolk IP7 6DY

Proposal: Application for Listed Building Consent - Construction of flood defences to front door; Construction of raised brick plinth and associated remedial works on south east elevation; Replacement of windows and doors. Babergh granted Listed Building Consent on 1 July 24

b) Consider planning applications received:

DC/24/01994 Curtis Farm, Wickerstreet Green, Kersey, Ipswich Suffolk IP7 6EY

Proposal: Householder Application - Installation of solar panels on barn

DC/24/01995 Curtis Farm, Wickerstreet Green, Kersey, Ipswich Suffolk IP7 6EY

Proposal: Application for Listed Building Consent - Installation of solar panels on barn

Andrew Rogers declared an NRI because he is a close neighbour. He left the meeting room.

The applicant was not present. The Parish Council considered the above applications together. It was resolved unanimously to fully support both applications which will provide renewable energy to the property.

Andrew Rogers rejoined the meeting.

74/24 Clerk's Report

In line with the Parish Council complaints policy, a complaint received by the Parish Council had been forwarded directly to the Monitoring Officer at Babergh. The Monitoring Officer will deal with the whole matter. All Councillors have checked their Registers of Interest, updated as necessary and have

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confirmed what is published on the Babergh website is correct. Verge cutting should take place this week. The Clerk asked Robert Lindsay, our County Councillor, to remind highways to cut Cherry Hill and the no through roads, which he has done. Due to time constraints, there is no progress to report for the Neighbourhood Priorities Statement. The defibrillators are regularly checked and are available and ready should they be needed in an emergency. New DATE: A community defibrillator awareness/training session has been organised on Thursday 11 July at 7pm in Kersey Village Hall. This will be a very informative session, there is no legal requirement to have formal training to use a community defibrillator. The Community Heartbeat Trust will be demonstrating the use of defibrillators and explaining how the equipment works, CPR and more. It is hoped that all the potential Kersey Good Neighbour volunteers will be able to attend and maybe some more volunteers will be recruited at this event. The Parish Council agreed to fund refreshments. Power: LGA 1972 s111 and LGA 1972 s145.

75/24 Correspondence

All correspondence for the Parish Council had been circulated to Councillors. Items to note: A resident had sent some observations about a negative side to the beer festival. The Council acknowledge that it is important for organisers to consider the community when planning events. The Clerk had received a few complaints about the scruffy state of several public green areas in Kersey including the grass corner at Bildeston Road junction, Priory Hill, Priory Walk, The Splash and the verge from The School to Vale Lane. Complaints had also been received from residents and Church families about the overgrown state of Cherry Hill, there is now no view from bench. The public footpath down the hill is maintained. It was agreed to put an article in the newsletter to see if there are any volunteers who would like to help with tidying up the public areas of land. The Council is keen to keep a rural feel and not let Kersey become suburban by being over manicured. The landowner will be contacted about Cherry Hill. The Citizens Advice had requested the Parish Council consider giving a donation for their work and to publicise their work in the Parish. There are no funds in the budget for this purpose and the Parish council agreed not to consider making a contribution. The newsletter team had been passed information so the work of Citizens Advice can be publicised in the newsletter.

Leigh Jamieson gave his apologies and left the meeting.

76/24 Finance

- a)** The financial statement showing current bank balances, receipts and payments had been circulated to Councillors before the meeting; A copy is appended to the minutes. All payments were approved.
- b)** The Council reviewed actual spending against the budget, copy appended to these minutes.
- c)** In the absence of the Councillor with responsibility for finance, the Chair confirmed that the bank reconciliations had been completed and signed the bank statement.
- d)** Annual Governance and Accountability Return information, exemption certificate, accounts and public rights information had all been published on the website and noticeboard as required before 1 July. The exemption certificate was sent to the external auditors in May. This is in line with the Accounts and Audit regulations and the Transparency Code.

77/24 Footpath Working Group report and consider purchase of a replacement robust mower/trimmer

The Clerk is still awaiting an updated cutting schedule from SCC, which should now include the paths originally missed. The Footpath working group met in June and volunteers have worked hard to carry out surface clearance of all the paths in the Parish. The Council again thanked all the volunteers, it makes

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walking footpaths in Kersey very enjoyable. The Footpath group use a robust wheeled strimmer which is now seven years old and had several mechanical issues and breakages recently. It has been assessed and, due to the cost of repairs, the economic solution is to purchase a new more robust machine which has a bull bar at the front, higher cutting plate and more cutting strands. Estimates had been circulated to Councillors. It was resolved to purchase a Weibang Velocity 56 WTV Variable Speed Wheeled Trimmer for £682.50 plus VAT. The old broken machine will be taken as trade in for £50 inc VAT. Total spend including VAT £769.00. There are funds in the footpath working group account to cover the purchase of this new machine. Power: Highways Act 1980 s43, 50

78/24 KCPC Working Group report

Jonathan Marsh had sent a report to say the swings have been repaired and replacement grips fitted on the slide mound ramp. The June quarterly inspection had been completed. The charity quiz night raising funds for the playground/recreational facilities at The Glebe will be held on Friday 22 November in Kersey Village Hall at 7pm. £15/person including food. Tables of up to 8 can be booked with Jonathan Marsh.

79/24 Consider feedback about The Bell Inn beer festival parking and whether the Parish Council will develop a Community Parking Management Plan for use at future events in Kersey.

At the Parish Council meeting in May it was agreed a Councillor would discuss with the owners of The Bell what measures could be taken to alleviate parking issues which might be created by the beer festival. Richard Walker was thanked for the work he had done sourcing no parking cones and producing a draft community parking management plan for use at future events. Although this was only a draft, the plan was successfully used by a resident to help alleviate any potential parking issues during festival. In general, the disruption in the centre of Kersey during the event was limited and The Glebe well used for visitor parking. It was agreed the Council will develop this plan as a guidance document for use by anyone running future events in Kersey. The Clerk and Richard Walker will work on this together consulting others as appropriate. Once finalised and approved by the Parish Council this document will be shared with all community organisations and published on the website.

80/24 Consider whether the Parish Council will pay £171.94 for the parking management signs purchased by a community volunteer before the beer festival.

Esme Chapman declared an interest and left the meeting room.

The Parish Council was grateful for the work carried out by a resident to help alleviate parking problems during the beer festival. As part of this work, they personally purchased parking management signs and subsequently submitted invoices to the Parish Council as they had been purchased for the benefit of the community. These signs are robust and would be suitable for future events. The Council is disappointed at the lack of communication in this matter. Also, Kersey Projects had offered their parking signs which may have been adequate. Had the Parish Council purchased the signs directly the VAT could have been reclaimed. It was agreed the Parish Council would offer to purchase the signs from the resident at the net cost of £143.28. An offer of £100 had been received from a resident to contribute towards this cost. The balance would come from the filming donation reserve. Power: Road Traffic Regulations Act 1984 s72.

Esme Chapman rejoined the meeting.

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81/24 Review Parish Council Asset Register, including report on physical inspection of assets and insurance cover and a review of the fidelity guarantee

Councillors all had a copy of the fixed asset register, as published on the website. All the assets had been checked. Generally, they are in good condition. Some of the older timber items are showing signs of age and are being monitored, none require any maintenance at this time. The street lights are maintained by SCC under the maintenance contract. Replacement/reinstatement values were considered to be appropriate. The values for the mowers will be updated once the new mower has been purchased and before the insurance renewal in September. There is fixed asset cover of £102,000 in various categories which is appropriate. The fidelity guarantee is £50,000 which is more than adequate.

82/24 Agree content for the newsletter articles ‘Pride in our Parish’ and Community Organisation spotlight

Pride in our Parish – Esme will draft an article to encourage residents to consider helping to maintain some of the green public areas of land in the Parish. Such as near The Splash, Bildeston Road corner, Priory Hill/Priory Walk and the bottom of Church Steps.

Community Organisation Spotlight: John will meet with representatives and write articles giving a personal insight to engage readers and hopefully encourage involvement in these organisations. September edition Nightingale Trust and allotments. October Table Tennis Club.

83/24 Training

SALC continues to offer a variety of training as published on their website and circulated to Councillors. The Clerk will be attending a briefing regarding street lighting this week.

84/24 Reports from other meetings

Police and Parish Forum – no attendance, notes circulated. It was commented that the report in the Kersey Newsletter written by the new Police Officer covering Kersey is a welcome addition. SALC Babergh Area Forum – no attendance, notes circulated.

85/24 Forthcoming meetings

Kersey defibrillator awareness/training session 11 July 2024 7pm Kersey Village Hall. All welcome. It is been promoted in the newsletter and via email. The Clerk will organise refreshments for this event.

86/24 Any other business – Councillors’ opportunity to bring matters to the Council’s attention - None

The date of the next scheduled Parish Council meeting is Monday 2 September 2024. There being no further business the meeting closed at 9.16 pm.

Appended to these minutes are 4 pages:
Babergh District Council report from Leigh Jamieson
Kersey Parish Council finance sheet
Budget v actual comparison receipts and payments

Signed

Date

District Council Newsletter

Green Party take over Leadership.

Green Party Councillor, Deborah Saw, who represents the North Cosford Ward, has started her tenure as Leader of the Council. Under the original coalition agreement, drawn up last year, the Green Party as the largest group are to lead the Council in years two and four. Deborah, who has been a deputy leader during year one, takes over with a number of ambitions.

Continuing to improve Babergh's council housing for tenants remains an urgent priority. Babergh have invested c£1m already to clear a repairs backlog, with new systems planned and improved communication with tenants pledged.

The council also wants to encourage more community-led housing and stimulate the formation of Community Land Trusts.

More parishes will be supported to complete Neighbourhood Plans or People and Place Plans to help shape future development, with a renewed emphasis on good design in residential and commercial buildings.

Deborah also outlined further action to combat climate change, including a desire to explore how communities can create local renewable energy plans.

Work will also continue to remove red tape around making listed buildings more energy efficient, while Babergh also hopes to become the first council to allow property owners to put solar panels on outbuildings without planning permission.

47 new electric charge points in council car parks thanks to £300k grant

An additional forty-seven new electric vehicle (EV) charge points are now available in Babergh and Mid Suffolk councils' car parks, to help more people transition to EV cars and reduce emissions.

The 22kW fast charge points can charge two cars at the same time, resulting in ninety-four new EV parking bays spread across a number of council car parks in the districts.

Funded by a £300k grant from the Office for Zero Emission Vehicles (OZEV), their aim is to help more people transition to EV cars over the coming years – in turn helping to cut carbon emissions and reduce air pollution.

However, although this is good, residents have commented that these chargers are always empty. While we do need the infrastructure first to encourage people to transfer to electric I, and other members of our group, understand people's frustrations and we have asked the council if there some spaces can be freed up for normal cars e.g. placing a hood over the charger, until the demand increases.

Half term activities for kids.

A healthy selection of half term activities was again on offer for children across Babergh as the district councils help to support families during the school break.

From arts and crafts to soccer schools, dance classes to adventure days, there was something on offer for every child to enjoy. There were even activities for the whole family to get involved with, such as family swim sessions or cooking classes.

Kersey Parish Council Finance

Details for Parish Council Meeting on 1 July 2024

Bank Balances at 31 May 2024

Business Premium Account	£32,550.49
Current Account	£428.91
	<u>£32,979.40</u>

Transfers between Business Premium and Current account since the last report

14-May-24	Transfer from BPA to current	£300.00
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Income received since the last report

None

Payments made since the last report

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

Payments Due

<u>Chq no.</u>		
101397	NGF - KCPC Swing and slide ramp repairs	£1,800.72
101398	S Partridge - Clerk home working exp	£78.00
		<u>£1,878.72</u>

Expenditure Agreed

Prepared by the Clerk for Kersey Parish Council

Actual at 31/03/2022	Actual at 31/03/2023	Actual at 31/03/24	Receipts	Budget yr ending 31/03/25	Actual to 31 May 24	Estimate at 31 Mar 25	Budget yr ending 31/03/25	
£ 9,533.00	£ 10,080.00	£ 11,420.00	Precept	£ 14,322.00	£ 7,161.00	£ 14,322.00		
			Babergh Neighbourhood CIL		£ 2,472.76	£ 2,472.76		Received April 24 must be spent before April 2029
£ 164.00		£ -	Babergh council tax support grant	£ -		£ -	£ -	
£ 1,750.00		£ -	Filming donations	£ -		£ -		
£ 2.01	£ 57.49	£ 330.66	Bank interest	£ 150.00		£ 150.00		
£ -		£ 354.95	Insurance claim -street sign	£ -		£ -	£ -	
		£ 150.00	Donations for historic street sign			£ -	£ -	
		£ 1,405.00	Donations for defibrillator		£ 400.00	£ -		Received £400 for Uplands defib in April 24
		£ 488.00	Donation from LM Trust for bench			£ -	£ -	
£ 2.93		£ -	Millennium Book Fund	£ -		£ -	£ -	
£ 752.48	£ 752.48	£ 1,056.74	Footpath working group	£ 956.74		£ 956.74		
£ -	£ 3,600.00	£ -	Jubilee working group	£ -		£ -	£ -	
£ 2,293.33	£ 1,094.51	£ 3,345.81	KCPC working group	£ 1,000.00		£ 1,000.00		
£ 122.69	£ 1,477.11	£ 819.02	VAT repayment	£ 814.46		£ 814.46		
£ 14,620.44	£ 17,061.59	£ 19,370.18	Total receipts	£ 17,243.20	£ 10,033.76	£ 19,715.96	£ -	
Actual at 31/03/22	Actual at 31/03/23	Actual at 31/03/24	Reserves (Cash at bank)	Spent from reserve	Added to reserve	Estimate at 31/03/25		
£ 3,864.82	£ 4,135.83	£ 3,514.08	Footpath working group					
£ 2,886.70	£ 3,735.38	£ 5,732.84	KCPC working group (ring fenced)					
£ 200.00	£ 200.00	£ 210.00	Audit reserve			£ 210.00		
£ 699.19	£ 782.84	£ 800.17	Training reserve			£ 800.17		
£ 925.06	£ 1,014.06	£ 694.06	Defibrillator reserve		£ 400.00	£ 1,094.06		£400 donation towards Uplands defib
£ 484.71	£ 649.71	£ 681.08	Election expenses reserve		£ 165.00	£ 846.08		
£ 2,080.00	£ 2,210.00	£ 2,340.00	Church Walk future maint reserve		£ 130.00	£ 2,470.00		
£ 433.50	£ 508.50	£ 583.50	Footpath map printing reserve		£ 75.00	£ 658.50		
£ 4,003.71	£ 2,243.09	£ 2,128.41	Fixed asset reserve			£ 2,128.41		
£ 1,468.98	£ 1,750.00	£ 1,524.95	Filming donations reserve					
£ 164.00	£ 164.00	£ -	BDC Council Tax Support grant res			£ -		Moved into General Reserve Nov 23
£ 3,846.95	£ 4,562.53	£ 5,061.75	Unmarked General PC reserve			£ 5,061.75		Spent VAT £ added VAT £ & Bank interest £
£ 21,057.62	£ 21,955.94	£ 23,270.84	Reserves					
£ -	£ -		Millennium Book Fund account					Account closed Dec 2021 £2874.77 to KCPC Min 156/21
			General PC reserve policy - hold 3-12 months gross expenditure (£3,580 - £14,322 (5 yr average))					
			General PC reserves vary from year to year partly due to VAT being reclaimed the following year.					
			Yr end 31/03/2025 Precept £14,322 approved 29 Jan 24 Min ref 19/24 Tax Base 189.79 = £75.46/yr for a band D property 27.26% increase					
			Yr end 31/03/2024 Precept £11,420 approved 30 Jan 23 Min ref 25/23 Tax base 192.58 = £59.30/yr for band D property 11.2 % increase					
			Yr end 31/03/2023 Precept £10,080 approved 31 Jan 22 Min ref 20/22 Tax base 189.02 = £53.32 for band D property 0 % increase					
			Yr end 31/03/2022 Precept £9,533 approved 18 Jan 21 Min ref 16/21 Tax base 178.78 = £53.32 for band D property 11.36% increase					

Budget approved 29 Jan 24 Min 19/24 Kersey Parish Council Budget versus actual Payments

Printed on 29/06/2024

Actual at 31/03/2022	Actual at 31/03/2023	Actual to 31/03/24	Payments	Budget yr ending 31/03/25	Actual to 31 May 24	Estimate at 31 Mar 25	Budget yr ending 31/03/26	Notes (CPI 6.7% Sept 23)
£ 79.88	£ 92.85	£ 222.17	Post/tel/stationery/copier cart	£ 135.00		£ 135.00		
£ 208.00	£ 260.00	£ 312.00	Clerk's working from home exp	£ 312.00		£ 312.00		£6/week
£ 80.98	£ 115.00	£ 68.00	Hall hire for meetings	£ 140.00		£ 140.00		Village hall ctee room £7 main hall £12
£ 188.56	£ 189.88	£ 203.94	SALC/NALC subscription	£ 220.00	£ 205.20	£ 205.20		SALC + NALC at £0.0771/elector (Dec 23 286 electors)
£ -	£ -	£ -	External audit	£ -		£ -	£ -	Fees to year ending 2027 £210 unless exempt (£210 in reserve)
£ 35.00	£ 35.00	£ 35.00	Data protection	£ 40.00		£ 40.00		ICO reg currently £5 discount for DD payment
£ 110.00	£ 120.00	£ 120.00	Website hosting	£ 120.00	£ 120.00	£ 120.00		suffolk.cloud
			.gov web & Councillor email	£ 175.00		£ 175.00		Ensures PC control & compliance with regs and data protection
£ 702.42	£ 812.73	£ 961.11	Administration sub total	£ 1,142.00	£ 325.20	£ 1,127.20	£ -	
£ 5,742.01	£ 6,351.68	£ 7,034.74	Staff costs	£ 7,560.00		£ 7,560.00		SCP23
£ -	£ 166.35	£ 232.67	Training and external meetings	£ 250.00		£ 250.00		Whole Council 2hrs £220, Cllr £60, others approx £50 mileage £100
£ 259.95	£ 171.20	£ 165.17	Street lighting	£ 560.00				LED conversion Sept 22 (£2450 from fixed asset reserve) energy usage reduced, budget remains at pre LED level allowing for actual increased energy costs to recoup conversion cost to fixed asset reserve Energy & Maint est March 25 £210
						£ 560.00		
			Highway safety signs	£ 1,500.00		£ 1,500.00		
£ 343.94	£ 358.83	£ 441.99	Insurance (PC & Glebe)	£ 500.00		£ 500.00		PC Ita ends Sept 26 - £375 (Glebe approx £75)
£ 54.00	£ 100.00	£ 100.00	Glebe hedgecut	£ 110.00		£ 110.00		
£ -	£ 200.00	£ 250.00	Mowing the Glebe	£ 250.00		£ 250.00		
£ 89.50	£ 91.00	£ 96.00	RoSPA inspection	£ 110.00		£ 110.00		
£ -	£ 9.98	£ -	Bin emptying charges	£ 20.00		£ 20.00		Volunteer empties foc. Bin bags £20. BDC subsidised service £47/dog £40/litter. PC has 3 dog & 2 litter bins (BDC quote £221)
£ 460.00	£ 460.00	£ 500.00	St Mary's PCC	£ 500.00		£ 500.00		Split: £265 Churchyd £190 Nletter £45 Clock (last increased Nov 2022)
£ 126.00	£ 126.00	£ 135.00	Defibrillator annual support	£ 150.00		£ 150.00		Consumable supplies less £100 from defib reserve
			Village Emergency Telephone	£ 100.00		£ 100.00		Could provide support for defibrillator & community emergency ie flooding
£ -	£ -	£ -	Footpath map leaflet redesign	£ -		£ -		
£ -	£ -	£ -	Fixed assets	£ -		£ -		
£ -	£ -	£ -	Section 137	£ -		£ -		
£ 7,777.82	£ 8,847.77	£ 9,916.68	General PC payments	£ 12,752.00	£ 325.20	£ 12,737.20	£ -	
		£ 133.63	Election costs reserve	£ 165.00		£ 165.00		4 year cycle (May 27) est 2023 full £1,080, combined £920, uncontested £135
			Church Walk future maint reser	£ 130.00		£ 130.00		Build up reserve for future maint costs
			Footpath map printing reserve	£ 75.00		£ 75.00		Build up reserve for reprint £75/year, approx 1,000 maps/yr 2200 in stock Mar 24
			Fixed asset reserve	£ 900.00		£ 900.00		Build up reserve for replacements and repairs
			General Parish Council reserve	£ -		£ -		
			Contingencies	£ 300.00		£ 300.00		
	£ 8,847.77	£ 10,050.31	Total Precept	£ 14,322.00	£ 325.20	£ 14,307.20	£ -	Divide total by tax base of 189.79 = band D council tax of £75.46
£ -	£ 2,450.20	£ 1,805.00	Defib reserve spend	£ 100.00		£ 100.00		
		£ 1,628.67	Fixed asset reserve spend			£ -		
		£ 730.00	Filming donation reserve spend	£ 70.00		£ 70.00		Kersey Good Neighbours leaflet
			General PC total budget	£ 14,492.00			£ -	
£ 159.62	£ 481.47	£ 1,678.49	Footpath working group	£ 620.00	£ 27.50	£ 620.00		
£ 281.02	£ 3,318.98	£ -	Jubilee working group	£ -		£ -	£ -	
£ 7,058.34	£ 245.83	£ 1,348.35	KCPC working group	£ 2,925.00		£ 2,925.00		Budget increased £1600 for swing repairs
£ 15,276.80	£ 15,344.25	£ 17,240.82	Total Budget	£ 18,037.00	£ 352.70	£ 18,022.20	£ -	
£ 1,477.11	£ 819.02	£ 814.46	VAT on payments		£ 5.50			
£ 16,753.91	£ 16,163.27	£ 18,055.28	Total PC & WG payments plus VAT		£ 358.20			