

MINUTES of the Meeting of HINDERCLAY PARISH COUNCIL
10th November 2022
Hinderclay Village Hall
19.30 pm

Present:

David Emerton (Chairman), Paul Rose (Vice Chairman), Brian Brinkley, Michael Bishop, John Thornhill, Lindsay Aves, Karen Calton

In Attendance:

Jackie Pursehouse (Clerk)

1. No apologies were required.
2. There were no declarations of interest.
3. The Minutes of : the Parish Council Meeting of 8th September 2022
 The Parish Council Meeting of 1st November 2022

Were confirmed unanimously and signed by the Chairman.

4. Feedback from previous meetings:

Barclays now recognise JP as the Responsible person.

DE to chase Barclays to contact JP in order to get back bank statements.

JP To chase R Pratt to install the bollards on the village green.

MB marked down which footpaths need new markers. JP to notify district council via their interactive website.

JP to chase up District council regarding her email asking for details on how to move the speed camera posts, and to get the cameras again in the village.

A response was received from JP's email to the county council regarding charges for emptying the litter bin. A goodwill gesture of £15 credit on next year's bill will be received, and in future we will no longer be charged. The bin is emptied regularly by JP, as part of her bus shelter maintenance duties.

5. The following matters were brought to the attention of the Council:

A notification was received stating that flooding was being caused by a blocked ditch on Fen Road, Hinderclay, opposite Holiday Farm. It was agreed that a visit to the site would be made to assess the situation, however, it is not certain that this site is owned by the parish council. JP to ask for evidence that we do own it. This site is not shown on the asset register.

Speeding worries were raised. It was agreed that JP would find out about setting up a neighbourhood speedwatch scheme, and would ask for a note to be put in the village newsletter asking for volunteers.

JP would also contact the village newsletter to put in details of what was acceptable to go in household recycling bins.

With regards to the parish council giving funds towards the replacement of the Hinderclay village hall roof, the situation was clarified in that a formal application would need to be made, and a survey stating that the repairs were necessary would have to accompany the application.

DE will continue to put together an election pack outlining duties of councillors and the clerk, and policies.

It was agreed that meeting agendas and minutes would be posted on line and emailed to the councillors. Copies would also be printed for the councillors at the meetings, along with planning documents, and budgets. Copies of the agenda, minutes and budget would also be printed for the public at the meeting.

It was agreed to make it clearer to the public at the start of a meeting, when they would be able to participate.

It was noted that there needed to be an accident book held by the Clerk. JP to source.

A draft Health and Safety policy was discussed. It was agreed that DE would add a paragraph about contactors' responsibilities.

6. A report was received from County Councillor Jessica Fleming
7. A report was received from District Councillor Jessica Fleming
8. Finance

A Bank reconciliation agreement was not possible as there were no current bank statements, due to Barclay's Bank's inefficiency. Clerk to notify SALC of this. Allowing for income and expenditure since the last reconciliation, the Clerk calculated that the current balance should be £10481.95. This was approved.

The budget was unanimously approved and will be revised in January.

It was agreed that general reserves would be set at the level of the Precept for that year.

It was resolved unanimously to issue the following cheques:

4/10/22	RSA	100843	£176.36	Insurance
10/11/22	J Pursehouse	100844	£791.09	Wages
10/11/22	CAS	100845	£60.00	One Suffolk Hosting
10/11/22	SALC	100846	£22.80	Payroll
10/11/22	D Emerton	100847	£24.60	Wreath & Postage

The Next Meeting – 12th January 2023

Items for the agenda of that meeting – Confirm 2023/24 Budget

Set Precept

Receive application for Village hall roof

Planting a tree for the Coronation

**HINDERCLAY PARISH
COUNCIL**

BUDGET FORECAST for 2023/4

RECEIPTS

	Actual	Budget	Actual	Forecast	Forecast	Forecast
	<u>2020/21</u>	<u>2021/22</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>
Precept (S41)	£5,150	£5,303	£5,272	£5,150	£5,150	£5,150
Bank interest	£2	£0	£2	£1	£1	£1
Cleansing grant	£1,120	£920	£922	£927	£927	£927
Other receipts	£97	£50	£560	£250	£250	£250
V.A.T.	£0	£133	£80	£284	£135	£135
	<u>£6,369</u>	<u>£6,406</u>	<u>£6,836</u>	<u>£6,612</u>	<u>£6,463</u>	<u>£6,463</u>

PAYMENTS

	Actual	Budget	Actual	Forecast	Forecast	Forecast
	<u>2020/21</u>	<u>2021/22</u>	<u>2021/22</u>	<u>2022/23</u>	<u>2023/24</u>	<u>2024/25</u>
Clerk's salary & expenses(S112)	£2,662.00	£3,160.00	£2,877.00	£2,750.00	£2,900.00	£3,000.00
Chairman's expenses	£19.00	£50.00	£19.00	£50.00	£50.00	£50.00
Course fees	£0.00	£0.00	£0.00	£140.00	£0.00	£0.00
Defibrillator (S234)	£45.00	£300.00	£0.00	£300.00	£0.00	£300.00
Election costs	£0.00	£0.00	£0.00	£0.00	£120.00	£0.00
Insurance (S101)	£176.00	£200.00	£176.00	£200.00	£200.00	£200.00
I.T. equipment	£0.00	£1,400.00	£716.00	£50.00	£50.00	£50.00
Administration expense	£166.00	£148.00	£224.00	£180.00	£185.00	£190.00
Audit fees	£155.00	£200.00	£158.00	£165.00	£170.00	£175.00
Bus shelter maintenance (S4)	£320.00	£561.00	£520.00	£520.00	£520.00	£520.00
Annual subscriptions	£243.00	£247.00	£236.00	£200.00	£200.00	£200.00
Recreation field (S19)	£268.00	£430.00	£430.00	£475.00	£500.00	£500.00
Village Hall (S133)	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00
Coronation Green (S164)	£163.00	£666.00	£705.00	£169.00	£175.00	£175.00
Churchyard maintenance (S214)	£0.00	£450.00	£430.00	£475.00	£500.00	£500.00
Grants (S137)	£0.00	£0.00	£0.00	£500.00	£500.00	£500.00
V.A.T.	£84.00	£135.00	£284.00	£135.00	£135.00	£135.00
	<u>£4,301.00</u>	<u>£7,947.00</u>	<u>£6,775.00</u>	<u>£6,309.00</u>	<u>£6,205.00</u>	<u>£6,495.00</u>

Opening balance				£11,521	£11,824	£12,082
Net movement	£2,068.00	-£1,541.00	£61.00	£303.00	£258.00	-£32.00
Closing balance			£11,521	£11,824.00	£12,082.00	£12,050.00