

LITTLE GLEMHAM PARISH COUNCIL**Minutes of the Parish Council held on 14 December 2022 in the Village Hall**

- 1 Public Speaking** Members of the public may speak but are limited to 3 mins per subject at the discretion of the Chair
- 2 Attendees** **Chair**
 From the Council Daniel Williams
 Lynne Gibbs
 Laura Tregent
 Alistair Besly (Clerk)
 From the Public None
- 3 Apologies** None **Chair**
- 4 Declaration of Interest:** None **Chair**
- 5 New Councillors:** There were no new councillors **Chair**
- 6 Confirmation of Minutes** To approve and sign the Minutes of the Council meeting on 31 October
 It was proposed that the Minutes of the Council meeting on 31 October 2022 be signed as a correct record. **All Agreed.** The Chair signed the minutes **Chair**
- 7 Suffolk County Councillors Report:** Circulated, there were no questions **Stephen Burroughs**
- 8 District Councillors report:** Circulated, there were no questions **Carol Poulter**
- 9 Chair's Report** **Chair**
 Cllr Williams suggested an open time at the village hall where plans for both the play area and Sizewell C mitigations could be displayed.
 He reported that he had contacted three play equipment suppliers and one had responded with a package offer with free design.
 He also said that the website was not up to date regarding the Parish Room and the Debney Trust. The Clerk highlighted that it was the responsibility of these organisations to provide updated content which could be added
- 10 Clerk's Report** - There was no Clerk's report as it is all covered in the Finance Report **Clerk**
- 11 Finance Report and bank reconciliation** - circulated and attached in Annex 3 **Clerk**
 There were no further questions. The budget will have a final review and approval at the January meeting
- 12 Payments approval** **Clerk**
 The payments schedule was reviewed and it was proposed that it should be authorised.
All Agreed
- 13 Community area use** **Chair**
 It was proposed that the plan for the community area be circulated to parishioners and displayed on notice boards and village hall. **All Agreed.** Cllr Williams to prepare information for circulation.
 An open day/evening was suggested in the village hall (Chair's Report) to display EDF mitigations and Community Area plans which should include a "do nothing" leaving it as a grassed area with perhaps some picnic tables
- 14 Wooded area use** **Chair**
 It was proposed that the wooded area be left alone for the immediate future until a funded plan could be put in place. Further, it should be locked and a notice put on the gate to show that it is temporarily closed. **All Agreed.** Clerk to source lock and notice
- 15 Coronation 6 May 23** **Chair**
 It was suggested that the Parish may want to have an event for the Coronation. Cllr Williams to ask for volunteers to lead an event
- 16 Attract new councillors** - leaflet drop? **Chair**
 Cllr Williams will draft a leaflet to be distributed to all households. Clerk to send some information.
- 17 Footpaths** **Cllr Gibbs**

It was proposed that Cllr Gibbs be given delegated authority to act on behalf of the council regarding footpaths. All Agreed. Cllr Williams offered to print an up to date copy of existing footpaths. It was also noted that footpath signage should be updated but District and County councils do not have budget for this

18 Date of next meeting: Wednesday 11 January 2023 at 18:00

Chair

Signed as a correct record

Daniel Williams - Chair

Annex 1

Chairman statement to LCPC – 14 December 2022

To be added

Annex 2

Little Glemham Parish Council

Finance Report: December 2022 - Headlines

Bank Balance at bank on 30 November 2022 was £5,860.71

Payments Expected of 2,127.54 have been scheduled (including December Payments Schedule payments to the end of the year are £735

Expected closing balance for 2022-23 is therefore 5,860 - 2,127 - 735 = **£2,998**

Reserves General Reserve should be 50% of precept at £2,200 and there is a restricted reserve of £765 total should be **£2,965**

Speed Signs Carol Poulter [ESC] has offered £1,500 towards the £4,000 cost leaving a shortfall of £2,500
I have requested support from Stephen Burroughs [SCC] for the shortfall
We could trim our general reserve to £1,200 without raising too much concern but we would still need Stephen's support of £1,500 to enable us to place the order
SCC will provide up to two dedicated posts for Speed Indicators at no charge

Budget 2023-24 is still expected to provide a surplus of nearly £900 which would help to restore the general reserve should we purchase speed indicator devices.

Payments Schedule

A Besly - Q2 & Q3 Pay	Q2 not paid	803.60
HMRC - Q2 & Q3 PAYE	Q2 not paid	535.60
		<u>1,339.20</u>

2022-23 Variance to Budget

Budget		Actual to date		Variance	Comments
					x.xx Favourable Variance (x.xx) Adverse Variance
4,410.00	Precept	4,410.00		-	
	- Bank Interest	0.37		0.37	
	- Grants	-		-	
	- Misc	774.65		774.65	Jubilee Donations
410.00	VAT Reclaim	425.89		15.89	
4,820.00	TOTAL RECEIPTS	5,610.91	-	790.91	
2,325.00	Salaries	1,936.80		388.20	
85.00	Admin	84.59		0.41	
350.00	Insurance	348.05		1.95	
	- Maintenance	-		-	
350.00	Training	-		350.00	For consideration
100.00	LGA s137	-		100.00	Donations
100.00	Misc	121.15		(21.15)	
90.00	Audit	58.00		32.00	
200.00	Streetlighting	194.10		5.90	likely to be over budget
100.00	Clerk's Expenses	-		100.00	Unlikely to be any
180.00	Subscriptions	183.66		(3.66)	SALC
	- LGAs142	-		-	Donations
	- Community Area Project	75.00		(75.00)	Rent and safety check
50.00	VAT	30.98		19.02	
3,930.00	TOTAL PAYMENTS	3,032.33		897.67	
890.00	Net Under/(Over) expenditure	2,578.58		1,688.58	

Summary and Bank Reconciliation

RECEIPTS & PAYMENTS SUMMARY

Balance as at 1st April	1,154.59
Total Receipts	5,610.91
Less Payments	3,032.33
Balance	3,733.17

CUMULATIVE FUNDS REPRESENTED BY

Community Account	4,874.64
Business Premium Account	986.07
Add Unpresented Income	-
Less Unpresented Cheques	(2,127.54)
Balance c/f	3,733.17

Trial -

Unpresented Cheques

N Power	92.55
Business services at CAS	348.05
Play Safety	84.00
P Agate	84.59
L Last	121.15
Heelis & Lodge	58.00
A Besly	803.60
HMRC	535.60
0.00	-
Total	2,127.54

Statement of Reserves 2022-23

	Reserves as at 01/04/2022	Transaction Summary		Balance C/F
		Receipts	Payments (Net of VAT)	
General - Precept Reserve (50%)	1,000.00	-	-	1,000.00
Community Area Project (Jubilee)	765.00	-	-	765.00
Total earmarked reserves	1,765.00	-	-	1,765.00
Unallocated balance at bank less unpresented cheques				1,968.17
Total Cumulative Funds				3,733.17