

LITTLE GLEHAM PARISH COUNCIL**Minutes of the Parish Council held on 22 February 2023 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 **Confirmation of Minutes** To approve and sign the Minutes of the Council meeting on 14
 It was proposed that the Minutes of the Council meeting on 14 December 2022 be signed as a correct record. **All Agreed.** The Chair signed the minutes **Chair**
- 6 **Suffolk County Councillors Report:** None Received **Stephen Burroughs**
- 7 **District Councillors report:** Circulated, there were no questions **Carol Poulter**
- 8 **Chair's Report** - See Annex 1 **Chair**
- 9 **Clerk's Report** - There was no Clerk's report as it is all covered in the Finance Report **Clerk**
- 10 **Finance Report and bank reconciliation** - circulated and attached in Annex 3. There were no further questions. **Clerk**
- 11 **Proposal to Approve Precept:** It was proposed that a precept of £4,410 be approved.
All Agreed
- 12 **Proposal to Approve Budget:** It was proposed that the budget be approved as presented with costs of £4.630 and a surplus of £190. **All agreed**
- 13 **Payments approval** **Clerk**
 The payments schedule was reviewed and it was proposed that it should be authorised.
All Agreed
 It was proposed that the Clerk be given a mandate to spent upto £3,500 on a speed indicator device. **All Agreed**
- 14 **Elections Update:** The Clerk reminded councillors of the date nomination forms need to be handed to ESC. The Clerk can take completed forms by appointment between 16 March and 4 April
- 15 **Meeting dates proposal**
 It was proposed that the council meet every other month from May 2023. **All Agreed**
- 16 **Community area use** **Chair**
 It was proposed that ideas for the community area usage be updated and that Cllr Williams would liik at options and costs.
 The Clerk will apply for Daffodil Bulbs from ESC and look for grants for green planting
- 17 **Wooded area use** **Chair**
 Wooded area is now locked
- 18 **Coronation 6 May 23** **Chair**
 There has been no interest in an event
- 19 **Attract new councillors - leaflet drop?** **Chair**
 Cllr Williams will draft a leaflet to be distributed to all households.
- 20 **Footpaths** **Cllr Gibbs**
 Cllr Gibbs is happy to be involved with green space.
 The Clerk will print some historic footpath maps
- 21 **Date of next meeting: Wednesday 12 April 2023 at 18:00** **Chair**

Signed as a correct record

Daniel Williams - Chair

Annex 1

Chair report – 14/12/22

There have a been a number of items that have been brought to my attention in the last two months.

Firstly, I have had a number of residents enquire about a litter pick. Historically, the village has had a group of volunteers to go around collect litter from the roads in Little Glemham. I think this is something we should try to arrange in the near future.

On the subject of litter, I noted on my play area check, that the bin is overflowing and needs to be emptied as soon as possible –is there someone in particular we need to contact.

I note, also that the signage and chain have now been put onto the woodland area as per our last meeting. I have also had residents ask about the woodland area and have informed them that we intend to leave it for the moment and that we will be arranging an open evening in the near future to discuss our plans for the area and give all villagers a chance to voice their opinions on the matter.

To this end I have drafted a flyer/poster to notify the village of a meeting – we will need to arrange a time and a place.

I have also been asked about the speeding vehicles we have through the village and what are our intentions to do something about it. I mentioned that we discussed this at our last meeting about replacing our speed camera team with some speed check signage, and the response to this was positive.

With regard to councillors joining us, I have had some limited interest, and am hoping the flyer drop and proposed open meeting will encourage some villagers to join the Parish Council in the near future.

This concludes the Chair's Report.

Annex 2

Little Glemham Parish Council

Finance Report: February 2023 - Headlines

Bank	Balance at bank on 30 January 2022 was £3,791.72
Payments	of 705.16 have been scheduled
Expected	closing balance for 2022-23 is £4,528
Reserves	General Reserve should be 50% of precept at £2,200 and there is a restricted reserve of £644
Speed Signs	Carol Poulter [ESC] has paid £1,500 towards the cost estimated at £3,000
Budget	2023-24 is still expected to provide a surplus of nearly £900 (on the basis of an uncontested election) which would help to restore the general reserve should we purchase a speed indicator device.

Payments Schedule

A Besly - Q4 Pay		387.20
A Besly Q4 Expenses	ock & Chain	23.35
N Power	Street Lights	36.21
HMRC - Q4 PAYE		258.40
		<u>705.16</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	0.92		0.92	
	- Grants	-		-	
	- Misc	774.65		774.65	Jubilee Donations
410.00	VAT Reclaim	425.89		15.89	
4,820.00	TOTAL RECEIPTS	5,611.46	-	791.46	
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	2,579.13		1,689.13	

Summary and Bank Reconciliation

RECEIPTS & PAYMENTS SUMMARY

Balance as at 1st April	1,154.59
Total Receipts	5,611.46
Less Payments	3,032.33
Balance	3,733.72

CUMULATIVE FUNDS REPRESENTED BY

Community Account	2,805.10
Business Premium Account	986.62
Add Unpresented Income	-
Less Unpresented Cheques	(58.00)
Balance c/f	3,733.72

Trial -

Unpresented Cheques

Heelis & Lodge	58.00
0.00	-
0.00	-
0.00	-
0.00	-
0.00	-
0.00	-
0.00	-
0.00	-
Total	58.00

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	-	-	2,200.00
Community Area Project (Jubilee)	765.00	-	121.15	643.85
Total earmarked reserves	1,765.00	-	121.15	2,843.85
Unallocated balance at bank less unpresented cheques				889.87
Total Cumulative Funds				3,733.72