

**LITTLE GLEHAM PARISH COUNCIL**

**Minutes of the Parish Council held on 13 September 2023 in the Village Hall**

LG23: 19 **Public Speaking** Members of the public may speak but are limited to 3 mins per subject at the discretion of the Chair

LG23: 20 **Attendees**  
 From the Council Daniel Williams  
 Lynne Gibbs  
 Laura Tregent  
 Nicola Thomas  
 Alistair Besly (Clerk)

LG23: 21 From the Public 1

LG23: 22 **Apologies** None

LG23: 23 **Declaration of Interest:** None

LG23: 24 **Confirmation of Minutes** To approve and sign the Minutes of the Council meeting on 10 May 2023

It was proposed that the Minutes of the Council meeting on 10 May 2023 be signed as a correct record. **All Agreed.** The Chair signed the minutes

LG23: 25 **Co-Option of new Councillor:** Nicola Thomas was Co-opted as a member of Little Glemham Parish Council

LG23: 26 **Suffolk County Councillors Report:** Circulated, there were no questions

LG23: 27 **District Councillors report:** Circulated, it was noted that there is funding available to purchase equipment to maintain footpaths

LG23: 28 **Chair's Report** - See Annex 1

LG23: 29 **Clerk's Report** - None beyond items on the agenda

LG23: 30 **Finance Report and bank reconciliation** - circulated and attached in Annex 3.

It was suggested that the bus shelter should be cleaned. Dan offered to do this  
 It was also suggested that Councillors would benefit from some basic training which is offered by SALC  
 Further training on the use of the Defibrillator would also be welcome. Clerk to see if Wickham Market are arranging this so LG Councillors could join.

LG23: 31 **Payments approval**  
 The payments schedule was reviewed and it was proposed that it should be authorised.  
**All Agreed**

LG23: 32 **Review of Internal Audit Report**  
 It was noted that minutes will be numbered consecutively through the year and the finance report will be published showing all payments

LG23: 33 **Proposal to remove children's play equipment** to return the area to general community use  
 Community area use. **All Agreed**  
 Clerk will research vandal proof shelters and recycled plastic seating  
 Play equipment will be removed

LG23: 34 **New councillors** - No further update

LG23: 35 **Footpaths**  
 It was noted that the footpath record office is in Scotland

LG23: 36 **Litter Pick Equipment and Defibrillator box**  
 Dan to get litter picking equipment from Frank and also check the Defibrillator

LG23: 37 **Date of next meeting: Wednesday** 8 November 2023 at 18:00

Signed as a correct record .....

Daniel Williams - Chair

# Little Glemham Parish Council

## Finance Report: September 2023 - Headlines

<b>Bank</b>	Balance at bank on 13 September 2023 £11,082.45
<b>VAT</b>	£37.40 for 2022-23 has been reclaimed

### Payments Schedule

Insurance	348.05
A Besly	516.60
HMRC	129.00
A Besly (Defib Pads)	77.94

**1,071.59**

### 2023-24 Variance to Budget

Budget		Actual to date		Variance	Comments
4,410.00	Precept	4,410.00		-	
	- Bank Interest	4.71		4.71	
	- Grants	-		-	
	- Misc	-		-	
410.00	VAT Reclaim	37.40		(372.60)	
	- Community Area Project	-		-	
	- CIL	3,217.90		3,217.90	
	- -	-		-	
<b>4,820.00</b>	<b>TOTAL RECEIPTS</b>	<b>7,670.01</b>	<b>-</b>	<b>-</b>	<b>2,850.01</b>
2,325.00	Salaries	645.60		1,679.40	
85.00	Admin	-		85.00	
350.00	Insurance	-		350.00	
	- Capital	-		-	
	- Maintenance	33.45		(33.45)	
350.00	Training	-		350.00	For consideration
100.00	LGA s137	-		100.00	Donations
800.00	Misc	128.25		671.75	
90.00	Audit	130.00		(40.00)	
200.00	Streetlighting	130.79		69.21	likely to be over budget
100.00	Clerk's Expenses	-		100.00	Unlikely to be any
180.00	Subscriptions	159.19		20.81	SALC
	- Bus Shelter	-		-	
	- LGAs142	-		-	Donations
	- Community Area Project	5.00		(5.00)	Rent and safety check
50.00	VAT	20.51		29.49	
<b>4,630.00</b>	<b>TOTAL PAYMENTS</b>	<b>1,252.79</b>		<b>3,377.21</b>	
<b>190.00</b>	<b>Net Under/(Over) expenditure</b>	<b>6,417.22</b>		<b>6,227.22</b>	

## Summary and Bank Reconciliation

### RECEIPTS & PAYMENTS SUMMARY

Balance as at 1st April	4,501.57
Total Receipts	7,670.01
Less Payments	1,252.79
<b>Balance</b>	<b>10,918.79</b>

### CUMULATIVE FUNDS REPRESENTED BY

Community Account	1,589.90
Business Premium Account	9,492.55
Add Unpresented Income	-
Less Unpresented Cheques	(163.66)
<b>Balance c/f</b>	<b>10,918.79</b>

Trial -

### Unpresented Cheques

100909	33.66
100907	130.00
0.00	-
0.00	-
0.00	-
0.00	-
0.00	-
0.00	-
0.00	-
<b>Total</b>	<b>163.66</b>

## Statement of Reserves 2023-24

	Reserves as at	Transaction Summary		Balance C/F
		Receipts	Payments (Net of VAT)	
	<b>01/04/2023</b>			
General - Precept Reserve (50%)	2,200.00	-	-	2,200.00
Community Area Project (Jubilee)	545.50	-	-	545.50
<b>Total earmarked reserves</b>	<b>4,245.50</b>	<b>-</b>	<b>-</b>	<b>4,245.50</b>
Unallocated balance at bank less unpresented cheques				6,673.29
<b>Total Cumulative Funds</b>				<b>10,918.79</b>

