

## Boyton Parish Council Minutes of meeting 7 January 2019

			completed
07011901	Resident to be contacted re co-option at next meeting.	GB	
0701197.1	East Suffolk shadow finance be informed of precept demand.	GB	8/1/19
0701197.3	MH to print 5 copies of welcome pack.	JC	
0701198.1	SCC to be contacted re additional SLOW sign.	JC	
0701198.4a	Bealings' Local Plan to be circulated.	GB	9/1/19
0701198.4b	Cllr Block to provide name of staff member in planning for financial support –Neighbourhood Plan	GB	9/1/19
0701198.6	British Heart Foundation re defibrillator to be contacted Peninsula Practice to be contacted re training	RJ RJ	
0701198.8	Clerk vacancy to be placed in VV and information circulated	GB	8/1/19
070119.9	Cllr Block to contact SCC in regard to flood issue in village. Cllr Block to be sent JP's email address	GB GB	9/1/19 8/1/19

### Payments

Hall hire x 2 £12.00

Print of welcome pack max £15

<b>Attendance</b>	Parish Councillors: Richard Jesty (RJ), John Carpmael (JC), Tina Fletcher (TF), John Pilgrim (JP). Cllr Block. 5 members of the community attended. It should be noted that names of members of public attending will not be placed in the public domain.
<b>1. Public items</b>	<ul style="list-style-type: none"> <li>a) Government review concerning business rates for holiday homes was raised. It was agreed that a link to the consultation be sent to the information team and Hollesley Grapevine. It was noted that Easy Suffolk was concerned at the percentage of second homes in some parts.</li> <li>b) Cllr Block: The local plan had been approved by the Council. A further consultative process was now in progress. Invitation to a meeting and hyperlink had been received by Councillors. Concerns had been expressed at the lack of infrastructure anticipated in the proposed level of development planned including Felixstowe and Martlesham. East Suffolk development: Policies and Finance will be combined by May.</li> <li>c) Boyton Parochial Church Council: December had been busy with the annual Memory Service and candle service (with brass band) both well attended and enjoyed. The church has struggled to meet financial demands.</li> <li>d) A resident had expressed an interest in becoming a councillor. Information would be sent to him</li> </ul>
<b>2. Apologies</b>	None
<b>3. Declaration of interests/ dispensation</b>	None
<b>4. Minutes</b>	The minutes of October and the Extraordinary meeting (Dec) were amended and approved.
<b>5. Audit preparation</b>	Policies were reviewed. Standing orders were amended and approved. All others remain unchanged.

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<b>6. GDPR</b>	Additional policies, forms and risk assessment (amended) were approved.
<b>7. Finance</b>	<p>7.1. Budget and precept. The budget was discussed. It was agreed to ensure that Boyton met the guidelines for reserves. These included 6 months running costs and contingency for £900 for contested election. May elections would still incur a fee of £200 even if was not contested. It was agreed that clerk's hours should be increased from 6hrs per month to 10hrs per month. It was noted that the transference fund of £460 was ring-fenced for a computer for the clerk. The firework fund would form part of the restricted reserve. The planned training expenditure was halved. It was agreed that the precept request should be £2,300.</p> <p>7.2. The current financial statement was approved.</p> <p>7.3. Payments were agreed (see above). Donations (£340.63) were noted. It was agreed to approach MH to undertake the print of 5 welcome packs.</p>
<b>8. Events and Updates</b>	<p>8.1. Road signs and marking: Minor works from SCC have visited the village. They noted that the SLOW sign did not comply with the original plan, suggesting that the contractors may have repositioned it perhaps due to evidence of excess water at that site. SCC proposed painting a further sign. This was agreed. The kerbside speed indicator was raised. Members were told that shared use with other parishes was practically not feasible and the cost of purchase would be over £2,000. It was noted that those speeding were unlikely to limit their speed.</p> <p>8.2. Kerbside obstructions: SCC had responded stating that under the Highways Act of 1980 section 37, landowners could be prosecuted for wilfully obstructing free passage on a highway. Vehicles should be able to access verges to pass each other. The effectiveness of this law however proved to be questionable. It was agreed that no further action could be taken.</p> <p>8.3. Dock Information panel: Ed Sheeran to be contacted to seek financial assistance for this project. His fans had taken bricks as mementoes from the dock.</p> <p>8.4. Neighbourhood Plan: Hollesley PC had not begun this piece of work. It was noted that it was a complex project although members agreed it was important. It was agreed to look at Bealings' Neighbourhood Plan as it was a small parish. Financial help may still be available. Cllr Block to forward name of staff member.</p> <p>8.5. AOEP: It was agreed that at present, members should receive written reports for meetings.</p> <p>8.6. Defibrillator project: It was agreed to contact the British Heart Foundation as there may be an opportunity to receive one at no cost. It was agreed that following guidance at the recent <i>Have Your Say</i> event, a CPR course should be run for local residents. The Peninsula practice to be contacted in the first instance</p> <p>8.7. Co-option –see public section.</p> <p>8.8. Clerk recruitment: There had been no response to the advert placed in Village Voices. A further ad would be placed in Village Voices and via the information team and Hollesley Grapevine with the hours now included.</p> <p>8.9. Flooding in the village: Cllr Block had raised concerns at a recent SCC meeting. Members welcomed her contribution and it was agreed that she would contact the link person who would help look at the issue. A workshop (invitation only) on the effectiveness of saltmarshes as a flood defence with Deben Estuary</p>

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	<p>Partnership and AOEP. It was agreed that Cllr Block would give the details to JP as he had expressed an interest in attending.</p>
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	<p>8.10. <i>Have Your Say</i>: The event was well attended. Main points raised include the issue of ragwort, Speeding (tractors especially), financial reserves of PC, defib. and First Aid intervention, Housing concerns and the need for housing but managed locally. (It was noted that the PVCLT Housing survey was to take place in February), Tree Preservation Orders and the need to monitor them, the need for support for the Village Fete to continue.</p>
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Signed .....Date.....

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**BOYTON PARISH COUNCIL RECEIPTS PAYMENTS SUMMARY 2018/9 JANUARY 2019**

2017/8	RECEIPTS	2018/9	Reasons for +10% difference
£1,730.00	Precept	£1,749.00	
£0.00	Grants	£0.00	
£412.50	Other income	£54.00	
	<u>Ring fenced/restricted</u>		
£319.40	i) Fireworks	£286.63	£346.03 ring fenced reserve
£460.00	ii) Transparency		£460.00 ring fenced reserve
£96.93	VAT repayment	£0.00	
<b>£3,018.83</b>	<b>total</b>	<b>£2,089.63</b>	

PAYMENTS		
£10.83	VAT	£0.00
£50.00	Administration	£77.99
£727.20	Clerks salary	£790.32
£156.13	Insurance	£154.22
£0.00	Clerk's Expenses	£0.00
£0.00	Grants & Section 137	£0.00
£87.00	hall hire	£78.00
£130.76	Subscriptions	£135.06
£40.00	Training	£60.00
£612.46	Other	£85.00
£0.00	Election fees	£0.00
£42.00	Audit	£70.00
£405.20	events	£260.00
<b>£2,261.58</b>	<b>total</b>	<b>£1,710.59</b>

RECEIPTS AND PAYMENTS SUMMARY		
Balance as at 1 April 2018	£3,463.15	
total receipts	£2,089.63	
less payments	£1,710.59	
<b>total</b>	<b>£3,842.19</b>	£0.00

CUMULATIVE FUNDS REPRESENTED		
28/12/2018	Current Account bank	£3,842.19
	Unpresented cheques	
	unpresented deposits	
	<b>balance c/f</b>	<b>£3,842.19</b>

# BOYTON PARISH COUNCIL RECEIPTS PAYMENTS SUMMARY2018/9

## Bank reconciliation

Balance commencing 1 April 2018	£3,463.15
Add:total receipts	£2,089.63
Less:total payments	£1,710.59
total as at 20 October 2018	£3,842.19

£3,036.16

## Balances from bank statement

Current Account date

### Unpresented cheques:


total £0.00

Deposits not yet credited