

Boyton Parish Council Minutes of meeting 14 March 2017

			completed
AP14031701	a) Article to be written about film sights for Village Voices . b) Follow up problems with on line registration for Council Tax.	Cllr Block	
AP140317051	Community Action Suffolk –to be contacted again re profile Andy Cassy to be contacted re update emergency plan. Community Speedwatch project: Andrew Palmer to be sent notice of Boyton approval for partnership with Hollesley PCC	GB	
AP140317055	Cllrs A Reid and C Block to be contacted about the prohibitive costs of paint collection.	JC	
AP140317056	Non-designated heritage sites- list to be finalised and take photos.	AC	
AP140317058	A letter of endorsement was to be sent to Natural England	GL	
AP14031707	Contract and salary scale would be circulated for final approval at next meeting	GB	
AP14031708	Coordination of events - litter pick - purchase of high-Viz tops if required.	RJ	
AP14031710	Landowners to be invited to a ROW meeting in May	JC	
AP14031711	Malcolm King to be notified of approval of safety plans	JC	
AP1403170	A detailed plan and purpose/objects was required to assist in the bid for grants. GB would then seek grants	GL	

Payment Authorisation

- a) Hire of Hollesley Village Hall for Marine Conservation Zone meeting £15
- b) Hire fo the Boyton hall
- c) Salary

DATE OF NEXT MEETING Tuesday 16 May

Attendance	Parish Councillors: John Carpmael (Chair) (JC), Ali Crawford (AC), Gary Lowe (GL), Richard Jesty (RJ). Cllr Christine Block, Cllr Andrew Reid. Community attendance: Andrew Palmer (Hollesley PCC)
1. Public items	The report from Cllr Andrew Reid was noted with thanks. The budget of £38million had been approved. Reserves had been utilised to soften the burden and to increase spend on adult care. A 3% rise in precept had been permitted by Government. Cllr. Christine Block informed the meeting that the Suffolk Coastal budget had been approved with a 3.25% increase. It was noted that in 2010/11 Suffolk Coastal received £7.4million from central government. Now it was a mere £600,000. The ‘New Homes’ bonus had helped ease the deficit but the budget gap was expected to be £2.1m in 2019/20. The merger with Waveney was complete and East Suffolk offices were fully functioning in Melton. Venues were being sort for film companies. Cllr Block agreed to write an article to go in Village Voices. Feedback from BT about the phone box was still awaited by Suffolk Coastal. Concern was raised at the new online registration system for Council tax, which was not working correctly. Cllr Block agreed to follow up.
2. Apologies	Jess Richardson
3. Declaration of interests/dispensation	R J: reference item Emergency Kit/generator- member of Hall management committee and GL: reference Wild Villages project – employee of Groundworks.
4. Approval of minutes	The minutes of the extraordinary meeting of were approved The minutes of the meeting of the 9 November were amended and approved.

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5. Updates	<p>Re the poor diversionary service - Malcolm King acknowledged the problem and agreed that changes might be made. Community Action Suffolk to be contacted for the third time re poor profile.</p> <p>Emergency Plan-no update as yet. GB to write to Andy Cassy.</p> <p>1. Community Speedwatch - Members had received a paper outlining requirements. The meeting welcomed Andrew Palmer (Parish councillor Hollesley PCC). He was responsible for implementing the Community Speedwatch programme in Hollesley. He had liaised with Rendlesham who were willing to lend the equipment. This would ensure reduced costs as the scheme could then be trialled. He was to seek approval from Rendlesham PCC.</p> <p>2. Generator- Following discussion and a response from Ruth Hatchett, it was agreed that this was not a viable proposition as ongoing costs could be prohibitive. It was noted that the emergency kit lighting and the calor gas cooking facility would meet initial needs for the community before transferring elsewhere in the event of a major emergency.</p> <p>3. Public phone box - awaiting decision by BT.</p> <p>4. No applications had been received for the casual vacancy.</p> <p>5. Paint collection - It was noted that the cost was prohibitive and that it effectively discouraged residents from being environmentally friendly. It was agreed that JC would pursue concerns with Cllrs. A Reid and C. Block.</p> <p>6. Non-designated heritage sites - AC to finalise list and take photos.</p> <p>7. Emergency Kit review - completed by RJ.</p> <p>8. Marine Conservation Zone development - The meeting had taken place with <i>Natural England</i>. Safeguards were already in place and the zone development would reinforce the standards. The Parish Council follow supported the establishment of the zone. GL agreed to send a letter of endorsement to Natural England.</p> <p>9. Bottle Bank - Hollesley Parish Council gave an assurance to all in Boyton that residents are welcome to use the bottle banks at Hollesley Village hall. It was also noted that the recycling banks at the Mary Warner Homes are only for the tenants.</p> <p>10. Adult Play equipment scheme - awaiting Judi Hallett availability in the summer to progress the project. It was noted that there are now canine play areas (Bishop's Stortford).</p>
6. Terms of Reference	The terms of reference for the Planning and events working group were approved.
7. Employment	The proposed contract of employment would be circulated for final approval at the next meeting. Adherence to the national pay scales would commence on 1 April.
8. Events	Beachwatch to be undertaken by Keith support to date agreement and the roadside litter pick to take place on 8 April. RJ agreed to coordinate. High-Viz tops to be purchased if required.
9. Risk Analysis	The health and Safety section was included and approval was given.
10. ROW	It was agreed (with one voting against) that the ROW group should invite landowners affected by the new ROW proposal to meet the working party to discuss the ROW loop. It was noted that evidence of use must be gathered.
11. Speed reduction	The road improvement scheme and supplemental was approved (2 for, 1 abstention and 1 against).
12. Information Panel	It was agreed that an Information panel be developed commissioning the RSPB to undertake the work. A detailed plan and purpose/objects was required to assist in the bid for grants. GL to provide information. GB to help with securing grants.
13. Finance	It was noted that the grant for support to implement the Transparency Fund legislation had been approved. The government grant of £1037.46 included £577.46 for clerk hours, £60 annual fee to CAS and £400 to be placed in reserve for computer and scanner costs. SALC were thanked for their support.

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	The accounts until 7 March were approved. Approval for payments was given (see above)
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SignedDate.....

BOYTON PARISH COUNCIL RECEIPTS PAYMENTS SUMMARY2016/7

2015/6	RECEIPTS	2016/7	Reasons for +10% difference
£1,612.19	Precept	£1,725.91	
£1,064.75	Grants	£500.00	only one grant aided event
£320.00	Other income	£1,815.13	increased events donations
£22.80	VAT repayment	£76.10	
£3,019.74	total	£4,117.14	

PAYMENTS			
£22.80	VAT	£76.10	
£0.00	Administration	£60.00	
£859.80	Clerks salary	£525.00	
£145.60	Insurance	£152.64	
£0.00	Clerk's Expenses	£0.00	
£123.00	Grants & Section 137	£0.00	
£87.00	hall hire	£153.00	more meetings
£182.00	Subscriptions	£162.19	
£140.00	Training	£25.00	
£1,184.75	Other	£915.15	mistaken payment by Suffolk Coastal
£100.00	Election fees	£0.00	
£84.00	Audit	£42.00	different company
£43.32	events	£1,106.21	More activities
£2,972.27	total	£3,217.29	

RECEIPTS AND PAYMENTS SUMMARY		
Balance as at 1 April 2016		£1,829.09
total receipts		£4,117.14
less payments		£3,217.29
total		£2,728.94

CUMULATIVE FUNDS REPRESENTED

07/03/2017	Current Account bank	£2,652.84
	Unpresented cheques	
	unpresented deposits	£76.10
	balance c/f	£2,728.94

BOYTON PARISH COUNCIL RECEIPTS PAYMENTS SUMMARY2016/7

Bank reconciliation

Balance commencing 1 April 2016	£1,829.09
Add:total receipts	£4,117.14
Less:total payments	£3,217.29
total as at 7 March 2017	£2,728.94

Balances from bank statement

Current Account date 22 Dec '16 £2,652.84

Unpresented cheques:

	total	£0.00	£0.00
Deposits not yet credited			
HMRC VAT claim		£76.10	
