

			completed
AP1605171b	Community Land Trust guidance (SALC) to be circulated to Cllrs	GB	17/5
AP1605171c	Letter to Andrew Greenwell re irrigation	GB	17/5
AP1605176a	Draft words and then meet to cost the information panel project with RSPB	RJ	
AP1605176b/c	Updated emergency plan to be on next meeting's agenda Non designated heritage sites to be on agenda	GB	
AP160517e	All Councillors to enlist the support of members of the community in encouraging volunteering on the Speedwatch project.	ALL	
AP1605179	Jess Richardson to be contacted re Summer event	AC	
AP16051710	ROW: Witness statements to use of loop walk to be sought	ALL	
AP16051711	Hall Hire: Invoices to be countersigned at meetings Procedures to be implemented for compliance with financial annual return	RJ GB	

Payment Authorisation

Salary for quarter 1
 Village hall hire for annual meeting and Annual Parish meeting £18.00
 Payment to Clerk ref: transparency Fund grant -£577.46
 Payment membership to SALC £130.76

DATE OF NEXT MEETING Tuesday 18 July 2017

Attendance	Cllrs: John Carpmael (JC), Richard Jesty (RJ), Gary Lowe (GL), Ali Crawford (AC). Those attending: Steve Dart from Boyton Mission, Isobel Lilley, Cllr. Christine Block, Gerry Bathe (clerk)
Welcome	John welcomed all to the meeting and announced that he was recording the meeting
1. Public	<ol style="list-style-type: none"> 1. SCC Cllr Reid's report for 2016/7 was noted. 2. Cllr Block: Government grant will continue to diminish and by 2019/20, Suffolk Coastal will be required to raise its own income. It was noted that this may impact on services. The retention of business rates and the new housing bonus will help to offset the deficit. The Neighbourhood Planning Act of 2017 was noted with regard to the importance of neighbourhood plans. The Parish Council must be informed of all planning applications. SALC guidance on the Community Land Trust has been released. GB to circulate. Copy of flood plan was presented. 3. Steve Dart representing Boyton Mission, expressed concerns about the excess water streaming down the Street from the crop irrigation. It was agreed that GB would submit a letter to Andrew Greenwell.
2. Apologies	Cllr Reid, Ruth Hatchett, Jess Richardson
3. Declaration of interests	None
4. Elections	Ali Crawford was elected as chair (nominated by GL, seconded JC) and Gary Lowe as vice-chair (nominated by RJ, seconded by JC)
5. Minutes &	The minutes of the meeting held on 14 March were amended and signed.
6. Updates/ tasks outstanding	<ol style="list-style-type: none"> a) It was agreed that RJ would draft words for the information panel and would then discuss with the RSPB. b) Emergency Plan amendments outstanding. c) Non-designated Heritage Assets list to be on next meeting's agenda. d) Community profile- draft to be written (GB) e) Community Speedwatch- Andrew Palmer (Cllr Hollesley) had been contacted to express

	<p>Boyton’s wish to be part of the project. AC had followed up with Andrew Palmer. It was agreed that all Councillors should approach members of the community to enlist their support. It was agreed that two possible locations for observation were opposite the bus shelter and outside the Hall.</p>
7. Employment Committee	<ul style="list-style-type: none"> • It was agreed that John (as chair), Richard and Jess remain as members of the employment committee. Contract of employment /job description was approved at 6 hours per month. • Rate of pay with incremental rises in line with NJC terms and conditions was approved commencing scale 20 (£10.10 per hour).
8. Insurance	<p>The insurance was reviewed and approved for 2017/18.</p>
9. Future events	<p>Apple Day, Bonfire Night, Christmas Event and litter picks were the key events throughout the year. Volunteers were still sought to take on some of these events.</p> <p>It was suggested that a summer event might be considered perhaps a cheese and wine. AC agreed to discuss idea with Jess Richardson.</p> <p>It was noted that JC wished to organise a village photograph possibly in July.</p>
10. ROW	<p>JC reported that efforts to obtain support from key landowners were not successful. It was agreed that the next step was to gather 'user evidence forms' from people who have used the 'Loop Footpath' over a long period - particularly people who have walked the path for 20 years or longer, but also those who have used it over a shorter period.</p>
11. Finance	<ol style="list-style-type: none"> a) The Audit report from Heelis and Lodge was noted and approved. Amendments therein had been adopted. b) Hire of hall-direct payment: It was agreed that RJ would provide an invoice for each meeting to be authorised by two Councillors at the meeting. c) Section 1 (Annual Governance statement 2016/2017) was approved and signed. d) Section 2 (Accounting statement 2016/17 was approved and signed. e) It was confirmed that the Clerk was the Responsible Finance Officer and JC was the Responsible Parish Councillor. f) Accounting statement was approved and signed. g) Payments authorised (see above).

BOYTON PARISH COUNCIL RECEIPTS PAYMENTS SUMMARY 2017/8

2016/7	RECEIPTS	2017/8	Reasons for +10% difference
£1,725.91	Precept	£865.00	
£1,537.46	Grants	£0.00	
£1,815.13	Other income	£0.00	
	VAT repayment	£0.00	
£5,078.50	total	£865.00	

PAYMENTS		
£76.10	VAT	£0.00
£60.00	Administration	£0.00
£700.00	Clerks salary	£0.00
£152.64	Insurance	£0.00
	Clerk's Expenses	£0.00
	Grants & Section 137	£0.00
£168.00	hall hire	£6.00
£162.19	Subscriptions	£0.00
£25.00	Training	£0.00
£915.15	Other	£0.00
	Election fees	£0.00
£42.00	Audit	£0.00
£1,121.21	events	£0.00
£3,422.29	total	£6.00

RECEIPTS AND PAYMENTS SUMMARY		
Balance as at 1 April 2017		£3,500.30
total receipts		£865.00
less payments		£6.00
total		£4,359.30

CUMULATIVE FUNDS REPRESENTED

05/05/2017	Current Account bank	£4,359.30
	Unpresented cheques	
	unpresented deposits	
	balance c/f	£4,359.30