

Boyton Parish Council Minutes of meeting 16 May 2018

			completed
16051811.2	Follow up abandoned car with East Suffolk dc	GL	
16051811.3	Follow up with UK power network ref-farmer engagement on field cover	GL?	
20031861	Detailed survey to be undertaken to look at new road markings and signage	JC	
1605185.1	Some Councillors (ROW reps) to attend the ROW committee meeting	reps	
1605166.5	Brain Turner to be contacted re AOEP	GB	
<p>Payments</p> <p>1605187353 Insurance premium £154.22</p> <p>16051811 Salary for first quarter £145.60+£36.20 (HMRC)</p> <p>16051811349 membership SALC £135.06</p> <p>16051811351 Training Ufford PC £20.00</p> <p>16051811 Village hall hire £24 (April 11 and 20 March)</p> <p>160518350 T Brown £70.00</p>			

Attendance	Parish Councillors: Ali Crawford (Chair) (AC), John Carpmael (JC), Gary Lowe (GL), Richard Jesty (RJ), Tina Fletcher (TF), Cllr Christine Block, Cllr Andrew Reid Isobel Lilley
1. Public items	<p>1.1 It was noted that the meeting was being recorded.</p> <p>1.2 It was reported that an abandoned car had been parked for several months in Boyton. It was noted that this was outside Boyton's area but it had already been reported by GL to the District Council. It was agreed that GL should follow it up.</p> <p>1.3 Concern was expressed at the farmer's field mesh covering that had, by wrapping itself around the power cables caused several power cuts. Discussion took place in regard to further action on this issue. It was agreed to follow up with UK Power Network to check if further dialogue with the farmer had taken place.</p> <p>1.4 Brown bins- It was noted that payment for the hall's brown bin was the responsibility of the Parochial Church Council.</p> <p>1.5 Report from Cllr Andrew Reid was noted with thanks.</p> <p>1.6 Cllr Christine Block reported that the first meeting of the shadow East Suffolk District Council was to take place this month. She congratulated the ROW group for their endeavours. She acknowledged the issue of the brown bins. It was noted that some people were still unclear that the replacement larger bin would not be coming until the autumn. This information could be found via the DC's website.</p>
2. Apologies	Malcolm Lane (ML)
3. Declaration of interests/ dispensation	Update on play area RJ
4. Election	TF took the chair. Gary Lowe was elected as Chair (nominated by JC, seconded by RJ).

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	<p>GL took the chair.</p> <p>Tina Fletcher was elected as Vice-Chair (nominated by JC, seconded by AC)</p>
5. Approval of minutes	The minutes of the meeting on 20 March 2018 were approved.
6. Tasks and updates	<p>2003186.1 Report on road markings. JC to undertake survey for discussion at next meeting.</p> <p>2003186.2 The beach watch and litter picks proved successful. It was agreed that a formal letter of thanks be sent to NORSE for their invaluable assistance.</p> <p>6.1 ROW update: report going to SCC ROW committee (13 June) recommending that the path be added to the definitive map. It was agreed that some councillors attend. Cllr Reid would attend if there were objections submitted.</p> <p>6.2 Defibrillator: The working group has yet to meet. Contributory funding is available form Cllrs.</p> <p>6.3 Play project. Two areas will be developed first: the adult outdoor exercise equipment and the work with children. An ad was recently placed in VV calling for children to become Play Commissioners. They will work with two adults to look at examples, identify what is good, develop and undertake a survey with children in Hollesley, work up a brief for play equipment businesses and then oversee installation. If there are children in Boyton, they are welcome to join the team. This equipment will be placed at Hollesley recreation ground. It was noted that the clerk had applied for a renewal of her DBS certificate to enable her to work with children.</p> <p>6.4 Swings upgrade - It was noted that a second funding application was to be submitted.</p> <p>6.5 AOEP accountability issue - Brian Turner had made no contact. It was agreed that GB would contact him.</p> <p>6.6 CLT update. The CLT is working hard to instigate all policies and formerly register under the FCA. The clerk recently attended a conference at a completed site in Cambridge. A public meeting is planned for 3 July to invite people to become members.</p> <p>6.7 GDPR update: The privacy notice policies for the public and for Councillors/employees/ volunteers were approved. The consent forms for the public and for councillors were approved.</p>
7. Insurance	The insurance was reviewed and approval for premium to be paid
8. Finance	<p>8.1 The Annual internal audit report from Trevor Brown was noted and approved. Thanks to the clerk were expressed. The recommendations to improve financial management namely, the value of payments and receipts to be recorded in the minutes and cheque book counterfoils and invoices to be initialled by 2 signatories, were approved.</p> <p>8.2 Section 1 (Governance Statement 2017/18) of the Annual return was approved.</p> <p>8.3 Section 2 (Accounting statement 2017/18) of the Annual return was approved.</p> <p>8.4 The certificate of exemption was noted and approved</p> <p>8.5 The accounts until 16 May were presented and approved. It was noted that the first half-year payment of the precept had been received £874.50.</p>
9. Responsible Officer	The Clerk was confirmed as Responsible Finance officer. It was agreed that JC should continue his role of Responsible Finance Councillor.

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10. Planning application	The planning application (DC/18/1793/PN3) Agricultural development at Banter's barn farm was approved.
11. Authorisation of Payments	The payments were authorised as above.

SignedDate.....

BOYTON PARISH COUNCIL RECEIPTS PAYMENTS SUMMARY 2018/9

2017/8	RECEIPTS	2018/9	Reasons for +10% difference
£1,730.00	Precept	£874.50	
£0.00	Grants	£0.00	
£412.50	Other income	£0.00	
	<u>Ring fenced</u>		
£319.40	i) Fireworks		£319.40 ring fenced reserve
£460.00	ii) Transparency		£460.00 ring fenced reserve
£96.93	VAT repayment	£0.00	
£3,018.83	total	£874.50	

PAYMENTS		
£10.83	VAT	£0.00
£50.00	Administration	£0.00
£727.20	Clerks salary	£0.00
£156.13	Insurance	£0.00
£0.00	Clerk's Expenses	£0.00
£0.00	Grants & Section 137	£0.00
£87.00	hall hire	£24.00
£130.76	Subscriptions	£0.00
£40.00	Training	£0.00
£612.46	Other	£0.00
£0.00	Election fees	£0.00
£42.00	Audit	£0.00
£405.20	events	£0.00
£2,261.58	total	£24.00

RECEIPTS AND PAYMENTS SUMMARY		
	Balance as at 1 April 2017	£3,463.15
	total receipts	£874.50
	less payments	£24.00
	total	£4,313.65

CUMULATIVE FUNDS REPRESENTED		
11/05/2018	Current Account bank	£4,313.65
	Unpresented cheques	
	unpresented deposits	
	balance c/f	£4,313.65