

Boyton Parish Council Minutes of meeting 9 January 2018

			completed
09011853	James Mallinder to be informed of Local Plan.	GB	12/1/2018
09011854	Display Board. Artist to be approached.	JC	
0901186	Precept to be submitted.	GB	10/1/2018
0901189	Defibrillator working party to be established	?	
90118 Hall Hire 9018 Clerk salary 90118Event expenses 9018 LCPAS fee for training £40.00			

Attendance	Parish Councillors: Ali Crawford (Chair) (AC), John Carpmael (JC), Gary Lowe (GL), Richard Jesty arrived late (RJ), Tina Fletcher (TF), Malcolm Lane (ML) Cllr Christine Block
1. Public items	<p>It was noted that the meeting was being recorded.</p> <p>The report from Cllr Andrew Reid was noted with thanks.</p> <p>Cllr Christine Block reported that the merger with Waveney was gathering pace. The Housing list will more than double following the merger. It was noted that the development of the Community Land Trust was vital in identifying a local housing list. Concerns were expressed about potential lack of infrastructure to support additional housing development. A concern was expressed that local parishes might have to raise funds to undertake tasks that previously would have been completed at no charge by District/County Councils.</p>
2. Apologies	Cllr Andrew Reid
3. Declaration of interests/ dispensation	None
4. Approval of minutes	<ul style="list-style-type: none"> The minutes of the extraordinary meeting on 21 November were approved. The minutes of the meeting of 8 November were amended and approved.
5. Tasks and updates	<p>5.1 The Community Land Trust has met on several occasions. The statement of intent was approved.</p> <p>5.2 The report on the new legal requirements about Data Protection was received. It was noted that the clerk had attended training with LCPAS. The additional requirements for implementing the necessary changes would be undertaken before May. It was agreed that additional clerk hours (20hrs estimate) would be included in the budget.</p> <p>5.3 Local Plan: James Mallinder, Councillor from Hollesley Parish Council had asked that Boyton might consider partnering Hollesley in producing a local plan. This was approved in principle. GB to inform JM of the decision.</p> <p>5.4 It was agreed that a local artist be invited to produce an image of the docks. Detailed costings had been requested from the RSPB.</p>
6. Finance	<p>6.1 The accounts were approved.</p> <p>6.2 The budget 2018/19 was approved.</p>

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	<p>6.3 The precept request was £1749 and increase of £19 to reflect the pay rise. The additional hours for the data protection work would come from reserves.</p> <p>6.4 Payments were approved (see above)</p>
7. Planning application repair to swings	It was noted that the application showed no evidence of consultation with young people. Approval was given subject to proper safety inspections in place and an assurance that the equipment would be in place for a minimum of three years.
8. Dates	Parish Council meetings (2018): It was agreed that meetings take place on Wednesday.
9. Defibrillator	It was noted that there was uncertainty as to whether Mary Warner Homes had a defibrillator. It was agreed that a working party be established to undertake research, assess viability, costings including running costs.
10. Policy review and risk assessment	Policies were reviewed –no changes. Approval was given. The risk assessment for 2018/19 was approved.
11. Issues arising from consultation	<ul style="list-style-type: none"> • Speeding signage would be welcome. • Speedwatch – unable to establish project as Police unable to approve a monitoring site. • It was noted that contrary to assumptions being made, only 10% were second homes in Boyton. • It was agreed that Village Voices be approached to add reporting Council links for floods etc. to their information lists.
12. Joint training	<ul style="list-style-type: none"> • It was agreed that joint training for new Councillors be sought with Hollesley and other local Councils. • It was also noted that LCPAS be approached to provide data training for Councillors.
13. Roadwork notification	<ul style="list-style-type: none"> • The new East Suffolk o-line procedure for roadwork notification was noted

	Reviewed and amended
Standing Orders	9 Jan 2018 no amendment
Finance regulations	9 Jan 2018 no amendment
Code of Conduct	9 Jan 2018 no amendment
Information policy	9 Jan 2018 no amendment
Risk analysis 2016-2017	9 Jan 2018 no amendment
Grievance and Disciplinary	9 Jan 2018 no amendment
Dealing with Media	9 Jan 2018 no amendment
Reporting of Meetings	9 Jan 2018 no amendment
Procurement	9 Jan 2018 no amendment
Casual Vacancy & Co-options	9 Jan 2018 no amendment
Safeguarding	9 Jan 2018 no amendment
Grant application guidance	9 Jan 2018 no amendment
Grants scheme policy	9 Jan 2018 no amendment
Grant application form	9 Jan 2018 no amendment

SignedDate.....

BOYTON PARISH COUNCIL RECEIPTS PAYMENTS SUMMARY 2017/8

2016/7	RECEIPTS	2017/8	Reasons for +10% difference
£1,725.91	Precept	£1,730.00	
£1,537.46	Grants	£0.00	
£493.27	Other income	£412.50	
	<u>Ring fenced</u>		
£284.40	i) Fireworks		£284.40
£1,037.46	ii) Transparency		£460.00
	VAT repayment	£0.00	
£5,078.50	total	£2,142.50	

PAYMENTS		
£76.10	VAT	0.00
£60.00	Administration	£60.00
£700.00	Clerks salary	£363.60
£152.64	Insurance	£156.13
	Clerk's Expenses	£0.00
	Grants & Section 137	£0.00
£168.00	hall hire	£84.00
£162.19	Subscriptions	£130.76
£25.00	Training	£40.00
£915.15	Other	£612.46
	Election fees	£0.00
£42.00	Audit	£42.00
£1,121.21	events	£355.00
£3,422.29	total	£1,803.95

RECEIPTS AND PAYMENTS SUMMARY		
	Balance as at 1 April 2017	£3,500.30
	total receipts	£2,142.50
	less payments	£1,803.95
	total	£3,838.85

CUMULATIVE FUNDS REPRESENTED

26/12/2017	Current Account bank	£3,838.05
	Unpresented cheques	
	unpresented deposits	
	balance c/f	£3,838.85

BOYTON PARISH COUNCIL RECEIPTS PAYMENTS SUMMARY2017/8

Bank reconciliation

Balance commencing 1 April 2017	£3,500.30
Add:total receipts	£2,142.50
Less:total payments	£2,026.58
total as at 31 Jan 2018	£3,616.22

Balances from bank statement

Current Account date

Unpresented cheques:

lcpas	£40.00

total £40.00 £40.00

Deposits not yet credited

Budget 2018/19

Parish Clerk	£769
Council expenses	£35
Website	£50
Insurance	£145
Training	£100
Membership(LCPAS)	£150
Community activities	£100
Hall Hire	£160
Audit Fee	£100
Information registrar	£40
Contingency	£100
Total	£1,749

Additional budget item

20 hours data protection

Law May 2018 compliance	£214
(out of reserves)	£233