

Boyton Parish Annual Council Minutes

17 May 2022 at 7 p.m. at Boyton Church Hall



Minute Ref		Action
08.03.22.5	To look at village sign - paint repairs	JM
17.05.22.6	Provide further details on draft minutes re QL's to send to AR	AC/Clerk
17.05.22.8	Jubilee email to gauge numbers, volunteers to strim	IJ/Clerk
17.05.22.8	Request for parking	AC
17.05.22.9	To contact insurance re marquees and add to BPC Asset List	Clerk
17.05.22.14	Circulate schedule of dates for 2023	Clerk

Payments received since last meeting

13/04/22	HMRC VAT claim	£132.66
13/04/22	SCC Pond Grant	£1,800.00
29/04/22	East Suffolk Precept	£4,120.00

Payments authorised to be paid

	Gala Tent (marquees)	£3,691.91
	VH hire (April) Inv 90	£15.00
	SALC Membership Inv 25760	£143.75
	Flag and Bunting - RJ	£17.98
	Flag and Bunting - RJ	£5.95
	RSA Parish Protect Insurance	£127.68

Attendance

Chair Iain Johnston (IJ), Vice Chair Andrew Cassy (AC), Richard Jesty (RJ), Jenny Lloyd (Clerk), SCC Cllr Andrew Reid, 1 member of the public

1.	Election of Chair IJ agreed to take on role of Chairman for present time - proposed AC, seconded RJ Declaration of Acceptance of Office signed
2.	Election of Vice Chair Andrew Cassy agreed to take on role of Vice Chair for present time - proposed IJ, seconded RJ Declaration of acceptance of Office signed
3.	Apologies ES District Cllr Millinder, Andrew Greenwell - none received, Jane Morter none received
4.	To receive any Declarations of Interest and any Applications for Dispensation on Agenda items RJ - Item 7 and 9
5	Co-option of Parish Councillor None received - vacancy remains

6	<p>a) Reports received</p> <p>ES Cllr Mallinder's Newsletter distributed and uploaded to website Full Report here ES Annual Report</p> <p>SCC Cllr Reid - apologised for not sending previous report. Highlighted his Annual Report from SCC perspective and key priorities - to promote and support the health and wellbeing of all people in Suffolk, strengthen the local economy, protect and enhance the environment, provide value for money for the Suffolk taxpayer. Full report distributed and uploaded to website here SCC Report 2021-22</p> <p>SCC have planted 100,000 trees and further 100,000 to be planted this year, Trials of demand-led electric bus services have been extended to provide a good basis to gain government funding. Query raised re number of buses - two buses situated at the car park at Station House Campsea Ash where they are charged. 7 miles to Framlingham with designated stops. Customers to call for pick up.</p> <p>AC updated AR on the final wave of QL's - resulting in 372 designated lanes - total of 480 kilometres</p> <p>AR was very pleased to promote and reinvigorate the project and thanked AC for all the work and inspiration that AC has offered - thanks to all volunteers 4,200 miles of roads in the county - 480 kilometres (300 miles) fantastic success - demonstration of collaborative working</p> <p>AC offered to share with other councils - AR suggested write up as a case study and request to send draft minutes for extraction of details. Action AC/Clerk to provide further details/draft minutes to AR</p> <p>b) Public Session</p> <p>Query re help with strimming around the football net and tidy up the patio before the Jubilee event. To add to Jubilee email</p>
7.	<p>Update on Church hall</p> <p>No update received - Diocese are proposing a Lease for nominal charge to PC - add to Agenda for next meeting</p>
8.	<p>To discuss arrangements for the Jubilee event on 2 June</p> <p>Various ideas suggested and timings. Unfortunately no offers for organising activities received. Action to send email to gauge numbers. Action IJ/Clerk to draft email. Volunteers needed for the erection of marquees Wednesday evening before. Discussion on parking. Action AC to request permission in nearby drive and signs needed. Request straw bales for dog show. Action Clerk to request.</p>
9.	<p>To agree purchase of marquees</p> <p>Old marquees need to be disposed of and discussion re suitable storage for new marquees and query of insurance Action Clerk to check insurance cover Planning permission may be required for outside container storage - RJ offered to investigate storage options Quotation received from Gala Tent x2 marquees at total cost of £3,691.61 - all agreed to purchase These will be property of BPC and will be added to BPC asset list Action Clerk</p>
10	<p>To review and agree minutes of previous meeting on 8 March 2022 . Village sign paint repair to be arranged and front lawn of VH to be levelled and cut</p>
11	<p>To review current Standing Orders for 2022/23 - agreed no change</p>
12	<p>To review current Financial Regulations 2022/23 - to adopt the latest NALC model and discussion on electronic banking. Action Clerk to update/review current FR for agreement Financial Risk Document and Internal Controls discussion regarding x2 Cllr to authorise online banking payments - AC and RJ agreed process, IJ to be added for internet banking access.</p>

	Action Clerk to amend Financial Risk document regarding electronic payments.
13	Finance <ul style="list-style-type: none"> a. Clerk to continue in role of RFO - agreed b. Accounts for 2021/22 reviewed and reconciled c. Internal Audit Report received and noted d. AGAR Section 1 and 2 Accounting Statement and Certificate of Exemption signed e. to note any payments made since last meeting and authorise any payments to be made (as above) f. to note any payments received since last meeting - Pond grant received, Precept and VAT claim as above
14	Date of next meeting - 12 July . To consider the schedule of meeting dates for 2023 - Tuesdays agreed. Action Clerk to circulate.
Minutes agreed	
Signed (Chair) Date ...23 August 2022 ...	