

Minutes of the Fressingfield Parish Council meeting held in Sancroft Hall, Fressingfield on Tuesday 21 December 2021 at 7.30pm

Present: Councillors Alex Brockhurst, Garry Deeks, Philip Eastgate, Tom Lindsay, Nigel Lucker, Sue Moore, Trevor Orchard, Nick Stolls, Rachael Troughton and Di Warne

- 1 Cllr DW chaired the meeting and welcomed everyone
- 2 Apologies for absence clerk to the Council and responsible finance officer Andy Parris (personal) and NV (personal) These were accepted.
- 3 Members' declarations of interest There were none
- 4 Notification of any lobbying related to an agenda item There had been none.
- 5 Minutes of the previous meetings
 - 1 It was resolved that the minutes of previous meeting are correct.
 - a full council meeting on 16/11/21
 - b planning committee on 07/12/21
 - c finance committee on 15/12/21
 - 2 Actions and progress since the last meeting not covered in reports
 - a Platinum jubilee celebrations: Cllr SM reported that a meeting had been held on the 8 December with NV and a few other people. Andrew from the Fressingfield Scouts has since been spoken to. It was decided to make a special day of the 4 June. Hopefully, there would be a display/class by the Yoga group, a hog roast and ice cream vendor. The Sports and Social Club would be open for the day and the WI would hopefully do teas. There would probably be a special church service on the Sunday. **Cllr NV to speak to Virginia Skoyles after Christmas to arrange a further meeting to progress the plans.**
 - b Draft Road signs and SIDs: TO reported that he was hoping to agree a site meeting date with all parties on 11 January.
 - c Plans for the cemetery development: Item to be deferred to the January meeting.
 - d Plans for playground and activity trail development: SM had contacted a number of companies and had received one brochure, more to follow. Many possibilities depending on budget and requirements. SM suggested counsellors might look round the site developed at Walpole. Plans to be taken further next Year.
- 6 The public forum There were no members of the public present at the meeting.
- 7 County and district councillors - reports and questions Apologies from PG and LH received. The November Town and Parish newsletter from Suffolk County Council Conservative Group is on parish website.
- 8 Finance
 - 1 Cllrs AB and NL confirmed that the payment and income vouchers had been scrutinised.
 - 2 The council agreed to make the payments and acknowledge the receipts as listed on the payments and receipt summary for November.
Cllrs TL and PE to complete online authorisation
 - 3 The November reconciliation statement was presented to councillors prior to the meeting. Cllr NS confirmed that the balances shown on the reconciliation statement match those on the bank statements for 30 November.

- 4 The council accepted the statement as an accurate record of its finances.
- 5 Report received from Chair of Finance Committee
 - a Third quarter budget plan review - minor changes were approved by the council, these mainly due to increases in salaries of parish clerk and village caretaker previously agreed
 - b a budget plan revision was agreed
 - c Budget plan 2022-23 - NS outlined possibilities regarding the setting of the precept. There were discussions about possible priorities for projects for next year. The council's main priorities being the road to the Sports and Social Club and the children's play area. Following these would be the Cemetery and the SIDs.
 - d Possible options for the increase to the precept were proposed and there was general agreement that more information was needed on the cost of the roadway and what grants might be available for projects before a firm decision could be made.
 - e The councillors agreed that current section 137 donations would continue, and amount set aside for section 137 grants to remain the same.
- 6 RFO report. (On parish council website) Multipay credit card - terms of use of council credit card amended. Council approved changes to Finance Regulations, section 6 paragraph 17.
- 9 Reports
 - 1 The Chair. DW reported that a reply had been sent re the freedom of information request request and this had been acknowledged.
 - 2 The Clerk - the full report is on the parish council website. It was noted that repairs were being made to the war memorial and CPR training due to be held 10 March.
 - 3 How to respond to the death of national figure - it was decided to postpone discussion of this item until the January meeting.

There being no other official business, the meeting closed at 9.25pm

Signed:



Chair

Date

19/1/22.

Dates of future meetings

1 planning committee
2 full council

Tuesday 4 January at 7.30pm
Wednesday 17 January at 7.30pm

Date of council meeting Full council meeting on 21/12/21

Current account and instant access account statements were issued on 30/11/2021

Current Account balance bf from statement no. 84 £5,803.66

Previously agreed payments not yet on statement
300260 RBL

Donation 50.00

£50.00

New payments to be authorised

SO Pearce and Kemp	Street lights maintenance	29.64
SO C Tooley	Caretaker's salary	198.00
SO A Parris	Clerk's salary	692.20
BACS SALC	Code of conduct + Recruitment training	60.00
BACS Hammond Garden Services	Cemetery maintenance	906.89
BACS Parish Online	Annual subscription	90.00
BACS Ingent Consulting Engineers	Topo survey of road to playing field	834.00
BACS e.on	Closing acc before transfer to npower Business Solutions (660.89
DD Lloyds Bank plc	Monthly charge for multipay card	183.77
DD Lloyds Bank plc	Monthly charge for multipay card	117.21
BACS AJ Parris reimbursements	inc HWA	411.00
BACS HMRC	Q3 return	559.37

£4,742.97

New receipts to acknowledge

None 0.00

£0.00

£1,010.69

Transfer from FPC Instant Access account

to maintain cash level in current account

£5,000.00

£6,010.69

Instant Access Account balance bf from statement no. 76 £52,037.29

New receipts to acknowledge

None 0.00

New payments to be authorised

Transfer to FPC current account to maintain cash level in current account

5,000.00

-5,000.00

£47,037.29

Total in both accounts £53,047.98

Ringfenced reserves

Neighbourhood Watch	£280.00
Playground	£1,600.00
Fressingfield Community Fund	£2,417.12
Fressingfield Good Neighbours Scheme	£850.00

£5,147.12

Contingencies

Emergency	£15,000.00
Assets (capital)	£7,000.00
In-year	£2,000.00

£24,000.00

Total 'set-aside' sum £29,147

Balance of available funds: £23,900.86

balance available at October reconciliation	£28,657.05
balance available at September reconciliation	£32,493.37
balance available at August reconciliation	£34,132.97
balance available at July reconciliation	£25,086.71
balance available at June reconciliation	£26,371.27
balance available at start of financial year	£19,723.20

Storone
19/1/22

