

**MINUTES OF THE BRUISYARD PARISH COUNCIL MEETING HELD ON MONDAY 8<sup>TH</sup> JULY 2019  
AT 7.30 PM IN THE BRUISYARD VILLAGE HALL**

**1. Attendance and apologies**

**Attendees:**

Cllr. Paul Church (Chairman)  
Cllr. Anne Smith  
Cllr. Thelma Barham  
Cllr. John McKee

**Apologies for absence:**

Cllr. Jacqui Grimwood  
Cllr. Stephen Burroughes  
Cllr. Maurice Cook

**Also in attendance:**

Maureen Philpot – Clerk  
1 Member of the public

**2. To receive declarations of interest and to consider requests for dispensations.**

**3. Finance**

a) To note the current financial position

<b>Bruisyard Parish Council Account at 24<sup>th</sup> June 2019</b>	<b>£4,341.27</b>
<b>Business Premium Account at 24<sup>th</sup> June 2019</b>	<b>£484.40</b>

<b>Bruisyard Village Hall as at 3<sup>rd</sup> July 2019</b>	<b>£12,551.20</b>
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b) There were 2 cheques to be signed.

Details at end of report – Appendix 1.

c) The quarterly bank reconciliation was approved as correct and proposed by Cllr Paul Church and seconded by Cllr. John McKee.

d) Review of the quarterly budget versus actual expenditure (previously circulated) – Appendix 2. The Council agreed that this was on target.

e) Debit card approval for RFO – Cllr. Anne Smith. This was approved by all, proposed by Cllr Thelma Barham and seconded by Cllr. Paul Church.

f) Cllr. Anne Smith presented the internal auditors' report (previously circulated) and pointed out one comment by the auditor that VAT was late in being claimed, otherwise it was a very fair report.

g) Clerks' pay. The Parish Council approved the recommendation that SALC be used for PAYEE and there are two forms to be completed by the clerk.

**Action: The Clerk will complete the two forms for SALC and Cllr. Anne Smith said she hopes to have everything ready for the meeting in September.**

**4. Public Forum**

a) A member of the public had asked the Chair how to get hold of East Suffolk Council to replace the sign by Iris Cottage at the edge of the village. This sign has disappeared. The Chair has rung East Suffolk and given them the postcode. Cllr. Anne Smith reported that she had attended the Sizewell Forum and said that Middleton and Theberton are very unhappy about The Sizewell plans. There is still an issue about the increase in traffic that is expected due to this project and it was also said that the jetty will not happen. Suffolk Coastal Local Plan has gone to the Secretary of State.

b) Cllr Stephen Boroughs and Cllr. Maurice Cook both sent reports to the Parish Council These have been circulated.

**5. Minutes of the previous meeting**

a) The minutes of the Annual General Meeting held on 13<sup>th</sup> May 2019 (copies of which were previously circulated) were proposed by Cllr. Paul Church and seconded by Cllr. Anne Smith and approved as a true and accurate record and signed by the Chair.

b) It was proposed that a septic tank may be the answer to the drainage problem at the Village Hall.

**Action: Cllr. John McKee said he will enquire into this matter.**

**6. Changes to Insurance Cover**

Cllr. Anne Smith reported that CAS are changing the insurance cover for Parish Councils. The new insurance cover will work in bands and she has been assured that there will be no penalty for leaving Zurich before the current contract runs out. The new insurance company is the Royal and Sun

Alliance Group and could very well be cheaper. It was also stated that the Village Hall will stay with Zurich and also the Village Hall needs its contents upgrading.

#### **7. Internal Control Statement**

Cllr. Anne Smith will renew the Internal Control Statement and look into internet banking for the next meeting.

#### **8. Planning Application No: DC/19/2480/COU**

Cllr. Anne Smith read out a letter received from Mr and Mrs Owen saying that they have no objection to the planning application from White House Farm for change of use of their annex to holiday accommodation but with the provision of natural screening on the Western border to protect their privacy. The Parish Council support this statement.

**Action: The Parish Clerk will write to The Planning Committee with the Parish Council's views.**

#### **9. Correspondence**

No correspondence has been received.

#### **10. Questions to the Chair**

The Chair was asked whether he wanted the Village Hall report but the Clerk hadn't put it on the Agenda.

**Action: The Clerk to make sure the Village Hall report is on the next Agenda.**

#### **11. The next Parish Meeting**

The next Parish Meeting will be on Monday 9<sup>th</sup> September 2019 at 7.30 pm.

The Chairman closed the meeting at 8.35 pm.

**Appendix 1****Financial Transactions 14<sup>th</sup> May 2019 – 8<sup>th</sup> July 2019****Cheques signed:**

<b>Date</b>	<b>Payee</b>	<b>Cheque No.</b>	<b>Amount</b>	<b>VAT</b>
05/07/2019	Bruisyard Village Hall	100561	£303.70	
08/07/2019	Kindlewood	100562	£96.00	£16.00

**Payments received:**

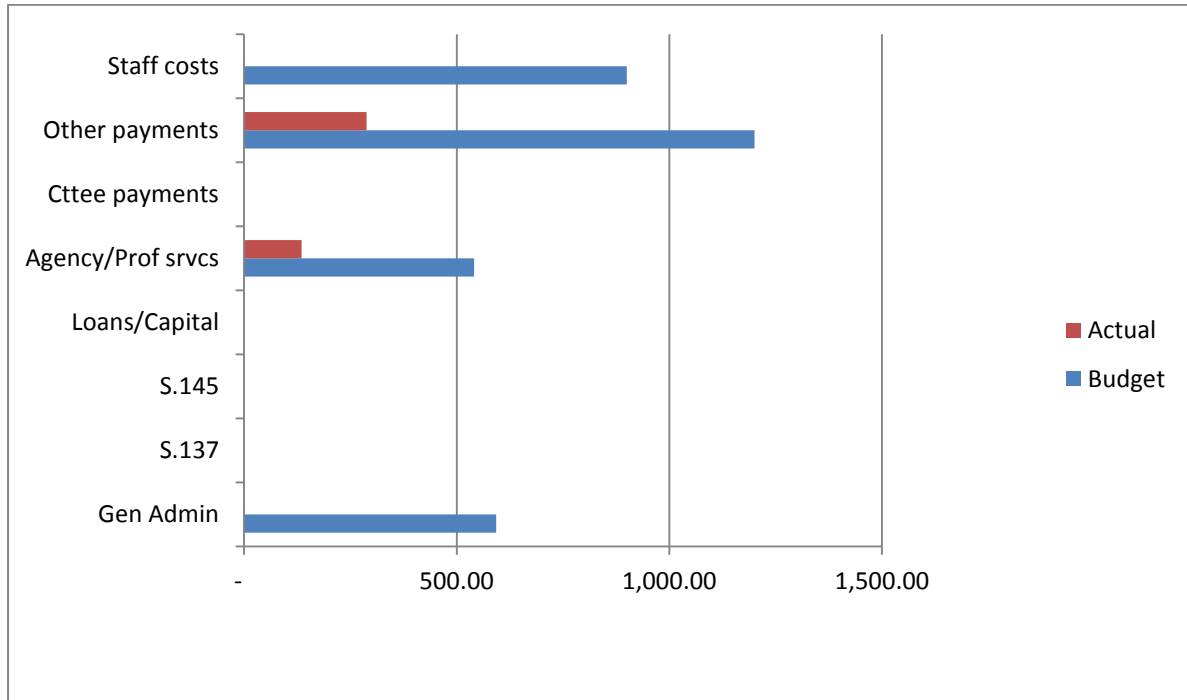
24/06/2019	HMRC VTR Recovered VAT BACS		£596.32	
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**Appendix 2**

**Bruisyard Parish Council Precept - Budget vs Expenditure 2019-20 (1 Apr to 30 Jun 2019)**

ACTUAL inc VAT									
Month	Gen Admin	S.137	S.145	Loans/Capital	Agency/Prof srvc	Cttee payments	Other Payments	Staff costs	Total
April	-	-	-	-	-	135.52	-	48.00	183.52
May	-	-	-	-	-	-	144.00	-	144.00
June	-	-	-	-	-	-	96.00	-	96.00

Actual spend to date vs annual buget by category



Cumulative actual spend to date vs budget

