

## MINUTES OF THE BRUISYARD PARISH COUNCIL MEETING HELD ON MONDAY 11<sup>TH</sup> JULY 2022 AT 7.30 PM IN THE VILLAGE HALL

### 1. Attendance and apologies

#### Attendees:

Cllr Paul Church (Chair)  
Cllr James Ingmire (Vice Chair)  
Cllr Anne Smith (RFO)  
Cllr Albert Lain  
Cllr Chris Smith  
Cllr Thelma Barham  
Mr David Smith (Bruisyard Village Hall)

#### Apologies for absence:

Cllr Stephen Burroughs  
Cllr Maurice Cook

#### Also in attendance:

Maureen Philpot (Clerk)  
Four members of the public

### 2. To receive declarations and to consider requests for dispensations

None received

### 3. Public Forum

a) Public invited to speak

Mrs Gill Owens put forward to the Parish Council the reason for the planning application no: DC/22/2459/VOC. The Parish Council had no objection to this application and therefore asked the Clerk to pass on their comments to the planning office.

**Action: The clerk will pass on the Parish Council's comments to the planning office.**

b) To receive a report from Cllr Stephen Burroughs (previously circulated)

c) To receive a report from Cllr Maurice Cook (previously circulated)

### 4. Minutes of the previous meeting

a) To approve the minutes of the Bruisyard Annual Parish Meeting and the Bruisyard Annual Parish Council Meeting held on Monday 9<sup>th</sup> May 2022.

The minutes were approved as a true and accurate record and proposed by Cllr Anne Smith and seconded by Cllr Paul Church.

b) Matters arising

None.

### 5. Finances

a) To review budget versus actual expenditure and approve bank reconciliation. Please see financial report at the end of the minutes.

b) The Internal Audit Report done in January 2022 was reviewed at the March meeting. The actions recommended by the Internal Auditor have been implemented.

c) Cost of the Jubilee Celebrations to the Parish Council.

The cost to the Parish Council was just over £200 but the Village Hall has offered to buy the remainder of the mugs so the resulting cost for the event will be just under £200.

d) The financial transactions listed on the financial report, including the five items listed when the RFO's debit card was used.

These items were approved by Cllr James Ingram and seconded by Cllr Thelma Barham and all were in agreement.

### 6. Responding to the consultation on housing development in the Countryside

The Hall end of the village is in countryside and if there is a space for housing then it would be considered. The Council would like to fill in small gaps e.g. the green either side of the bungalows, maybe two small houses either end. A single row would not be allowed but pressure will be on the Parish Councils to provide more space for housing. This is a very lengthy document and is just a consultation. In principle, once all Councillors have read the report, they would not object.

## **7. Village Hall Report**

The minutes of the Village Hall committee meeting held on 4 July had been emailed to the Councillors and was on the website (bruisyard.com). David Smith (DS) noted that the roles of Chairman and Secretary had yet to be filled. An increase in the hire charges had been agreed to partially offset the increase in operating costs and in particular, the expected significant increase in electricity prices. The regular hirers had been informed and had already adjusted their fees/subscriptions in anticipation of an increase. The Village Hall had benefitted from several Covid-19 government grants over the past 2 years which had strengthened the reserves such that the Village Hall was able to operate at a loss, if necessary, for 2-3 years until the current cost of living problems had eased.

## **8. Community Partnership Meeting**

Cllr Paul Church (Chair) attended this meeting. The points that came up were; care for the disabled, local bus companies go at inconvenient times, the electric minibus only goes to Framlingham, Snape Maltings and Campsea Ashe. The only other alternative is to take a taxi which is very expensive. CATS are still running but they don't go to Ipswich Hospital. There is a severe shortage of volunteer drivers at the moment for hospital visits and lifts. One positive thing that came up at the meeting was availability of funding. The lengthy document relating to the above meeting will be circulated to the Parish Councillors. It was suggested that the Village Hall open for teas and coffees maybe once a month but it would take 3-4 months to take off. There are grants available for this.

## **9. Correspondence**

The Clerk had received an old planning document relating to Bruisyard Parish Council from Community Action Suffolk. The Chairman will circulate this document to the other councillors for their interest.

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

The Parish Plan 2005 needs updating. There are several issues coming up in the future which will need to be considered.

- 1) Housing
- 2) More electric vehicles being used which will require charging.
- 3) More people are working from home and therefore need good internet connection.
- 4) Healthcare
- 5) Speed limits

It was suggested that younger people need to put together the new Parish Plan as this will cover the next 10 – 15 years.

The Clerk will get in touch with Cllr Stephen Burroughs and Cllr Maurice Cook regarding the damaged signage throughout the village. Cllr Paul Church (Chair) will contact Mr Robert Rous regarding speeding tractors. The Parish Council paid for the original signs and it was agreed at the time that Highways pay for any replacements. If these measures do not work then it was suggested that photographs be taken of the danger zones and sent to the local press.

## **11. To confirm the next Parish Council Meeting**

The next meeting of the Bruisyard Parish Council will be held on Monday 12<sup>th</sup> September 2022 at 7.30 pm in the Village Hall.

<b>BRUISYARD PARISH COUNCIL</b>		
<i>(Last)</i>	<b>Summary Receipts and Payments Account</b>	<i>(Current)</i>
<i>Year ended</i>	<b>For the Year to 6 July 2022</b>	<i>Year to</i>
<i>31st March 2022</i>		<i>06-Jul-22</i>
£	<b>Receipts</b>	£
2,900.00	Precept	2,900.00
-	Agency Services/CFM	-
-	Loans/Capital Receipts	-
-	Grants	600.00
12,667.00	Village Hall grants	-
6,838.89	Other Receipts	2,317.88
1,578.49	VAT	1,541.28
<b>23,984.38</b>	<b>Total Receipts</b>	<b>7,359.16</b>
	<b>Payments</b>	
158.58	General Administration	2.92
528.32	Staff costs	132.08
109.17	S.137 Payments (excluding grants to Village Hall)	408.33
-	S.145 Payments	-
14,577.04	Loans/Capital spending	-
1,083.26	Agency/Professional Services	162.40
-	Parish Council Committee payments	-
10,142.38	Village Hall running costs	1,467.00
1,721.06	Other Payments	713.98
1,672.68	VAT	335.15
<b>29,992.49</b>	<b>Total Payments</b>	<b>3,221.86</b>
<b>BRUISYARD PARISH COUNCIL</b>		
<b>Receipts and Payments Summary</b>		
<i>(Last)</i>		<i>(Current)</i>
<i>Year ended</i>		<i>Year to</i>
<i>31st March 2022</i>		<i>06-Jul-22</i>
£		£
27,833.64	Balance brought forward	21,825.53
23,984.38	Add Total Receipts	7,359.16
51,818.02		29,184.69
29,992.49	Less Total Payments	3,221.86
<b>21,825.53</b>	<b>Net bank and cash box balance</b>	<b>25,962.83</b>
-	Unpresented PC cheques at 6 July 2022	-
-	Unpresented VH cheques at 6 July 2022	-
21,825.53	Reconciled to bank accounts and cash box at 6 July 2022	25,962.83
	Bank accounts and cash box at 6 July 2022:	
485.31	Barclays Premium Business Account No.40779474	485.35
2,709.46	Barclays Community Account No.70212008	5,556.72
-	Parish Council petty cash	-
18,489.76	Barclays Bank Village Hall account No. 23713326 (restricted fund)	19,854.86
141.00	Village Hall cash box (restricted fund)	65.90
<b>21,825.53</b>		<b>25,962.83</b>

**Bank reconciliation at 6 July 2022**

<b>Balance per bank statements at 6 July 2022</b>					
<b>Account</b>	<b>Acct No</b>	<b>£</b>	<b>£</b>		
Barclays PC Community Account	70212008	5,556.72			
Barclays PC Business Premium Account	40779474	485.35			
Barclays VH Current Account	23713326	19,854.86			
Parish Council petty cash		-			
Village Hall cash box		65.90			
					25,962.83
<b>Less any un-presented cheques at 6 July 2022</b>					
Total Parish Council cheques		-			
Total Village Hall cheques		-			
					-
<b>Net bank and cash box balances at 6 July 2022</b>					25,962.83
<b>The net balances reconcile to the Receipts and Payments account for the year, as follows:</b>					
Total funds at start of year		21,825.53			
Add: Receipts in the year		7,359.16			
Less: Payments in the year		3,221.86			
					25,962.83

**Cash reconciliation on 6 July 2022** Amount: £65.90


<b>PARISH COUNCIL (excl VH)</b>	
<b>Summary Receipts and Payments Account</b>	<i>(Current)</i>
<b>For the Year to 6 July 2022</b>	<i>Year to</i>
	<i>06-Jul-22</i>
<b>Receipts</b>	£
Precept	2,900.00
Agency Services/CFM	-
Loans/Capital Receipts	-
Grants	600.00
Other Receipts	405.00
Transfer from Village Hall	-
VAT	1,541.28
<b>Total Receipts</b>	<b>5,446.28</b>
<b>Payments</b>	
General Administration	2.92
Staff costs	132.08
S.137 Payments (excluding grants to Village Hall)	408.33
S.145 Payments	-
Loans/Capital spending	-
Agency/Professional Services	162.40
Parish Council Committee payments	-
Other Payments	462.98
Transfer to Village Hall	1,284.08
VAT	146.19
<b>Total Payments</b>	<b>2,598.98</b>

## Parish Council (excluding Village Hall) receipts and payments 5 May 2022 to 6 July 2022

### Receipts

09/05/2022	Alde Community Council	Grants	Cheque	100.00
20/05/2022	BSAC	Grants	Online banking	500.00
17/05/2022	Nichols - mugs	Other receipts	BACS	12.00
18/05/2022	D Coates	Other receipts	BACS	20.00
18/05/2022	J McKee	Other receipts	Cheque	72.00
02/06/2022	Albert Lain	Other receipts	BACS	40.00
06/06/2022	Cash from Jubilee	Other receipts	Cash	160.00
09/06/2022	V Fehler	Other receipts	Online banking	20.00
25/06/2022	A Goetzzen -mugs	Other receipts	BACS	8.00
26/06/2022	A Smith - Mugs	Other receipts	BACS	30.00
26/06/2022	A Smith -burgers	Other receipts	BACS	10.00

### Payments

19/05/2022	W H Smith	General Admin	Envelopes	Debit card	3.50
24/05/2022	Leiston Press	Other payments	Newsletter printing	Online BACS	58.00
27/05/2022	Emmerdale farm shop	Section137	Burgers and sausages	Debit card	39.99
31/05/2022	Makro	Other payments	Plat Jubilee prizes	Debit card	17.02
31/05/2022	Tesco	Other payments	Ices	Debit card	28.50
02/06/2022	Makro	Other payments	Plat Jubilee consumables	Debit card	37.61
30/05/2022	Kindlewood	Other payments	Grass cutting	Online BACS	162.00
08/06/2022	James Ingmire- hog roast balance	Section137	Hog roast for Plat Jubilee	Online BACS	450.00
30/06/2006	Maureen Philpot	Staff costs		Online BACS	132.08

### Invoices to be paid

Kindlewood grass cutting for June - to be received

### Expected receipts

From Village Hall - payment for 13 jubilee mugs @ £2.95 each £38.35

## Parish Council (excluding Village Hall debit card payments (for approval)

### Anne Smith/RFO debit card

W H Smith	General Admin	Envelopes	3.50
Emmerdale farm shop	Section137	Burgers and sausages	39.99
Makro	Other payments	Plat Jubilee prizes	17.02
Tesco	Other payments	Ices	28.50
Makro	Other payments	Plat Jubilee consumables	37.61