

## MINUTES OF THE BRUISYARD PARISH COUNCIL MEETING HELD ON MONDAY 8<sup>TH</sup> NOVEMBER 2021 AT 7.30PM IN THE VILLAGE HALL

### 1. Attendance and apologies

#### Attendees:

Cllr Paul Church (Chair)  
Cllr James Ingmire (Vice Chair)  
Cllr Anne Smith (RFO)  
Cllr Thelma Barham  
Cllr Ray Farrar  
Cllr Albert Lain  
Cllr Chris Smith  
Cllr Stephen Burroughs

#### Apologies for absence:

Cllr Maurice Cook

#### Also in attendance:

Maureen Philpot (Clerk)

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

None received

### 3. Public Forum

a) No public in attendance.

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

Cllr Burroughs gave a short precis from his report. He said that Ipswich has a very high number of COVID 19 cases at the moment so it is essential that everyone takes care (e.g. social distancing and mask wearing). Suffolk has been awarded extra funding for fighting COVID 19. The Highways department are not very happy with Keir at the moment because their resurfacing in the County has been inadequate. Suffolk is hoping to be carbon neutral by 2030 and regarding this they are looking to make their buildings and vehicle fleets greener. There is a review of HGV routes throughout Suffolk as so many large vehicles are going through small villages. The review will be completed in Spring 2022.

Cllr Anne Smith mentioned that there is currently no internet connection in the village hall. This would be very useful for Council meetings and certain groups to use. It was also mentioned once again about having an electric vehicle charging point installed in the Village Hall car park.

**Action: The Clerk was asked to get in touch with SALC to find out about the last two points.**

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

### 4. Minutes of the previous meeting

a) To approve the minutes of the Parish Council meeting held on 13<sup>th</sup> September 2021. The minutes were approved as a true and accurate record of the above meeting and was proposed by Cllr Anne Smith and seconded by Cllr Ray Farrar.

b) Matters arising.

Cllr Anne Smith said that she had tried, without success, to get hold of Norse to confirm the inspection of the play area.

### 5. Finances

a) Review budget versus actual expenditure

Copies of the financial report were previously circulated. Please see report at end of the minutes.

b) Review reserves requirement

Please see financial report at end of the minutes.

c) Review clerk's salary

The clerk's salary will increase in line with NALC's recommendations. This will take place from 1<sup>st</sup> April 2022.

d) Approve annual budget

Please see financial report at end of the minutes

e) Approve precept for 2022/2023

The Parish Council agreed to keep the precept at the 2020/2021 level which was £2,900.

f) Confirm meeting dates for 2022. (These were previously circulated)

The finances were proposed by Cllr Paul Church (Chair) and seconded by Cllr Thelma Barham. All agreed.

### **7. Ditch clearing**

Cllr Paul Church reported that water is sitting in the ditch and is liable to overflowing.

**Action: Cllr Paul Church will get a quotation to clear the ditch and report back to the Parish Council.**

### **8. Village Hall Report (previously circulated)**

Cllr Anne Smith reported on the latest works carried out to the Village Hall.

Please see Village Hall minutes on the website for the full report.

### **9. Correspondence**

The Clerk had previously sent relevant e-mails to the council. A reply from the planning officer had been received regarding the building at Lark Rise, Mill Lane.

**Action: The Clerk will send a copy of the planning reply to the residents of Mill Lane.**

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

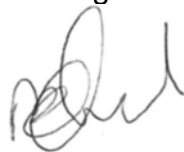
Cllr Ray Farrar asked Cllr Paul Church if he could put items from the reports into the Village Newsletter. This was agreed. He also asked if he could start a short news and put neighbourhood watch items in.

Concern was raised about the speed of vehicles going through the village and it was agreed that the Clerk ask SALC the way to go about hiring a portable speed sign to assess whether this was useful.

### **11. To confirm the next Parish Council Meeting as Monday 17<sup>th</sup> January 2022.**

This was confirmed.

There being no other business the Chairman closed the meeting at 8.55pm.



Maureen Philpot (Clerk)  
clerk@bruisyard.com

<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 4th Nov 2021</b>	<i>Year to</i>
<i>31st March 2021</i>		<i>4th Nov 2021</i>
£	<b>Receipts</b>	£
2,900.00	Precept	2,900.00
-	Agency Services/CFM	-
-	Loans/Capital Receipts	-
	Grants	-
20,708.00	Village Hall grants	8,000.00
730.08	Other Receipts	2,133.76
1,293.02	VAT	1,578.49
<b>25,631.10</b>	<b>Total Receipts</b>	<b>14,612.25</b>
	<b>Payments</b>	
109.52	General Administration	29.00
528.32	Staff costs	264.16
-	S.137 Payments (excluding grants to Village Hall)	-
-	S.145 Payments	-
-	Loans/Capital spending	14,577.04
952.47	Agency/Professional Services	1,064.26
-	Parish Council Committee payments	-
5,805.53	Village Hall running costs	5,521.69
3,596.72	Other Payments	724.37
1,578.49	VAT	956.64
<b>12,571.05</b>	<b>Total Payments</b>	<b>23,137.16</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 2021</i>		<i>4th Nov 2021</i>
£		£
14,773.59	Balance brought forward	27,833.64
25,631.10	Add Total Receipts	14,612.25
40,404.69		42,445.89
12,571.05	Less Total Payments	23,137.16
<b>27,833.64</b>	<b>Net bank and cash box balance</b>	<b>19,308.73</b>
508.58	Unpresented PC cheques at 4 Nov 2021	-
-	Unpresented VH cheques at 4 Nov 2021	-
- 142.50	Less uncleared transfer to Village Hall at year end	-
28,199.72	Reconciled to bank accounts and cash box at 4 Nov 2021	19,308.73
	Bank accounts and cash box at 4 Nov 2021:	
485.27	Barclays Premium Business Account No.40779474	485.29
1,971.19	Barclays Community Account No.70212008	3,742.47
-	Parish Council petty cash	-
25,743.26	Barclays Bank Village Hall account No. 23713326 (restricted fund)	14,959.47
	Village Hall cash box (restricted fund)	121.50
<b>28,199.72</b>		<b>19,308.73</b>

**Bank reconciliation at 4 November 2021**

<b>Balance per bank statements as at 4 Nov 2021</b>					
<b>Account</b>	<b>Acct No</b>	<b>£</b>	<b>£</b>		
Barclays PC Community Account	70212008	3,742.47			
Barclays PC Business Premium Account	40779474	485.29			
Barclays VH Current Account	23713326	14,959.47			
Parish Council petty cash		-			
Village Hall cash box		121.50			
				19,308.73	
<b>Less any un-presented cheques at 4 Nov 2021</b>					
Total Parish Council cheques		-			
Total Village Hall cheques		-			
				-	
<b>Net bank and cash box balances as at 4 Nov 2021</b>				19,308.73	
<i>The net balances reconcile to the Receipts and Payments account for the year to date, as follows:</i>					
Total funds at start of year		27,833.64			
Add: Receipts in the year		14,612.25			
Less: Payments in the year		23,137.16			
				19,308.73	

**Parish Council (excluding Village Hall) receipts and payments 10 Sept 2021 to 4 Nov 2021**Receipts

05/10/2021	Bruisyard Village Hall	Transfer from VH	BACS	406.72
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Payments

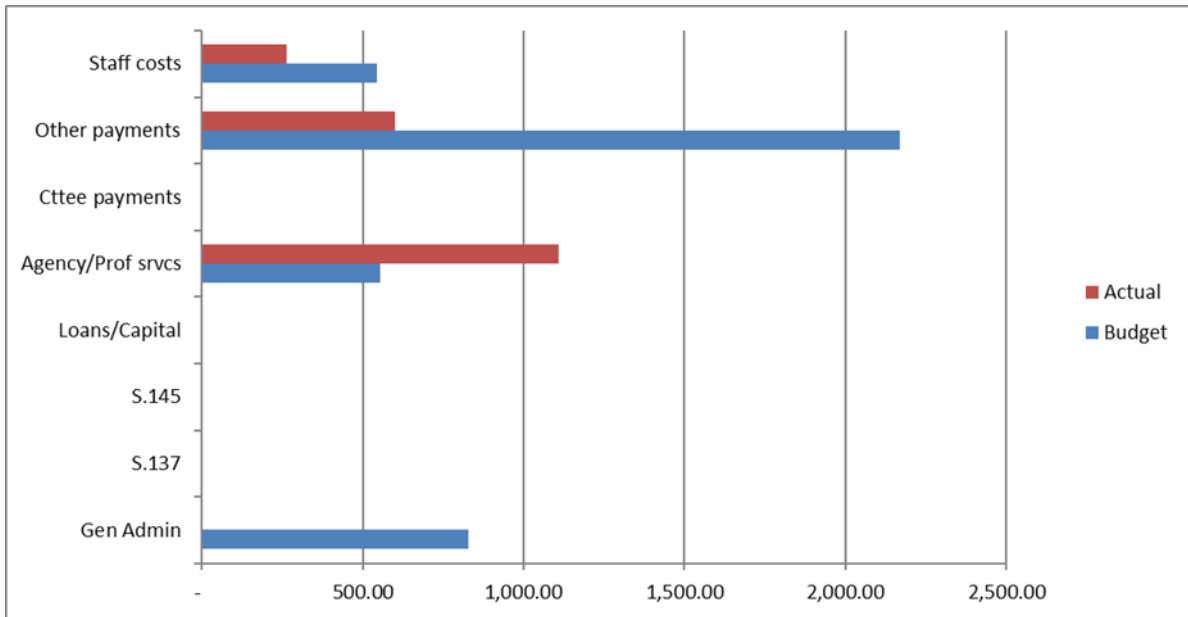
11/09/2021	PKF Littlejohn LLP	Agency Srvcs	Online BACS	240.00
11/09/2021	Off-Road Rover	Other payments	Online BACS	12.00
11/09/2021	Kindlewood	Other payments	Online BACS	69.60
22/09/2021	Business Services at CAS	Agency Srvcs	Online BACS	666.72
05/10/2021	Maureen Philpot	Staff costs	Online BACS	132.08

Invoices to be paid online by BACS

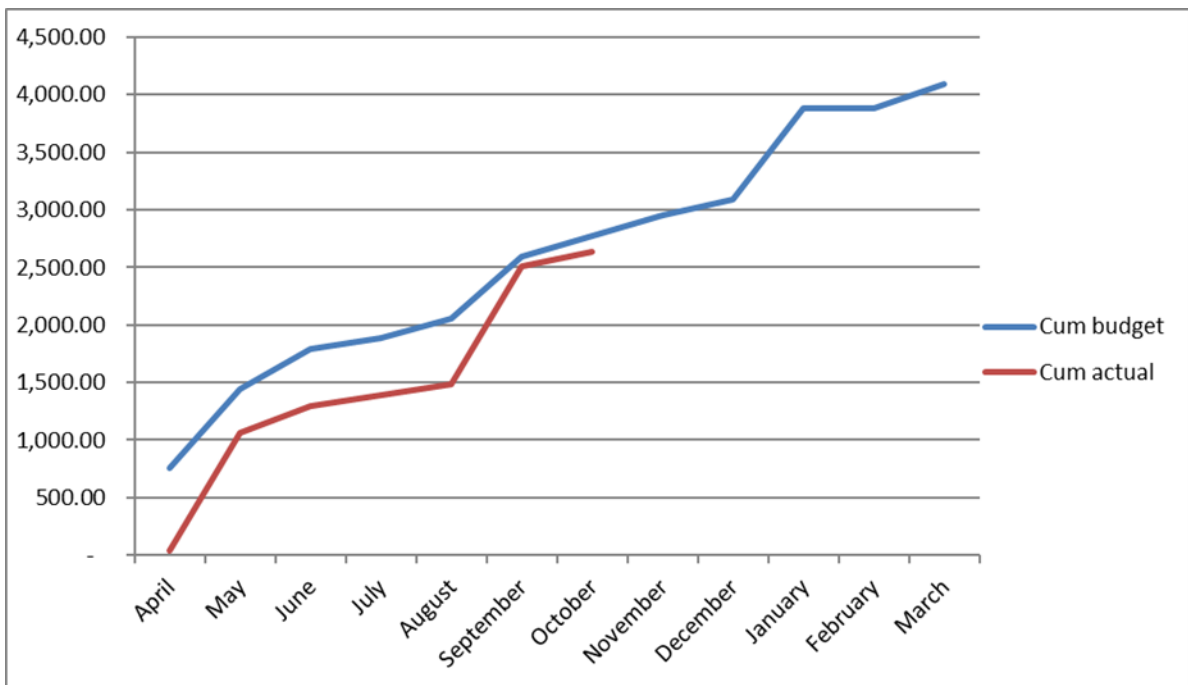
Nov	Kindlewood	Other payments	Online BACS	48.00
Nov	Salc	Agency Srvcs	Online BACS	22.80
Nov	Freddie Roberts	Transfer to VH	Online BACS	70.00

**Bruisyard Parish Council Precept - Budget vs Expenditure 2021-22 (to 4 November 2021)**

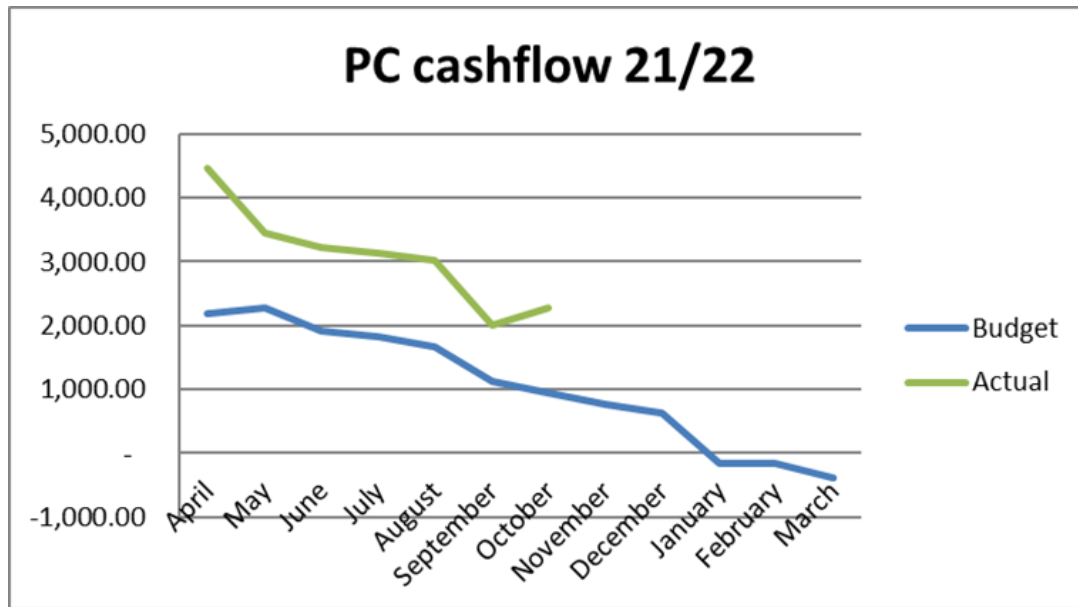
Actual spend to date vs annual budget by category



Cumulative actual spend to date vs budget



Parish Council cashflow – financial year to 4 November 2021



Village Hall income and expenditure – financial year to 4 November 2021

