

MINUTES OF THE BRUISYARD ANNUAL PARISH COUNCIL MEETING HELD ON MAY 2021 AT 7.00 PM IN THE VILLAGE HALL

1. Election of Chairman and Vice-Chairman

Cllr Paul Church declared that he was happy to remain as Chairman. This was proposed by Cllr Anne Smith and seconded by Cllr James Ingmire. All agreed.

Cllr James Ingmire declared that he was happy to be the Vice-Chairman. This was proposed by Cllr Thelma Barham and seconded by Cllr Paul Church. All agreed

2. Attendance and apologies

Attendees:

Cllr Paul Church (Chair)

Cllr Anne Smith (RFO)

Cllr Thelma Barham

Cllr James Ingmire

Cllr Chris Smith

Apologies for absence:

Cllr Ray Farrar

Cllr Albert Lain

Cllr Stephen Burroughes

Cllr Maurice Cook

Also in Attendance:

Maureen Philpot (Clerk)

2 Members of the Public

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

None received.

4. Finances

a) To note current financial position (please see financial report at end of minutes).

b) Cheques to be signed

There were 3 cheques to be signed (please see financial report at end of minutes)

c) Note receipt of yearly precept

The RFO said that the yearly precept had been received.

d) Appoint internal auditor for 2021/22

The RFO said that Mr Steve Roberts was willing to act as internal auditor again for Bruisyard Parish Council.

e) Approve Annual Report and Accounts

The Annual Report and Accounts were approved by the Council and signed by the Chairman and RFO.

f) Approve Annual Governance and Accountability Return Part 3 2020/21

The Annual Governance Statement (Section 1) was read out by the Chairman and approved by the Council and signed by the Chairman and Clerk. The Accounting Statements (Section 2) were approved and signed by the RFO and the Chairman.

g) Approve Asset Register

It was agreed that the Asset Register be updated and approved when the Councils insurance is renewed.

The finances were proposed by Cllr James Ingmire and seconded by Cllr Thelma Barham. The Council all agreed.

5. Public Forum

a) Public invited to speak

It was noted that the village sign at the top of Bruisyard Road Peasenhall (opposite Iris Cottage) has disappeared. Cllr Paul Church said he had searched for it but he hadn't found it. He has been in touch with East Suffolk Council who said it was up to Bruisyard Parish Council to pay for a replacement. It was decided that this should be looked into. It was also noted that as you come down the hill from Cransford, one of the posts is taller than the other and it is

also rusty. It was agreed that there should be a sign for the bridge as this was a dangerous junction. There used to be one but it is no longer there. There should also be a crossroad sign.

- b) To receive a report from Cllr Stephen Burroughes. (Previously circulated)
- c) To receive a report from Cllr Maurice Cook. (Previously circulated)

6. Minutes of the previous meeting

a) To approve the minutes of the Parish Council meeting held on Monday 18th March 2021 by video conference.

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

- b) Matter arising
None.

7. Village Hall Committee report

The village hall will remain COVID 19 secure until at least 17th June 2021. The first meeting of the Pilates group will take place on 24th May 2021. Two new members have joined the group but more members are still needed.

The village hall had received £28,000 in government grants because of lockdown, therefore the lighting in the hall and the fire door in the main hall can be replaced, also, the cesspool problems can be resolved. A quote has been received for £1,220 to replace the double fire doors with one large door including a push pad handle. It was noted that, whilst not in contravention of health and safety requirements, wheelchair access could be improved. Cllr Paul Church has received quotes to lay a new path and terrace from the main hall doors. At the moment with the one way system in use everyone has to walk on mud and uneven ground to get to the car park when leaving the hall therefore the new path will be safer to use, look better and keep the hall cleaner. All of the companies who quoted said that the new paving must have a concrete base to ensure the safety of everyone walking on them. The Chairman thought it will cost £12,000 to £15,000 to replace the current paving with Indian sandstone paving stones.

8. Correspondence

The clerk reported that she had received two communications, one from The Sizewell C project and one from St Elizabeth Hospice.

Cllr Paul Church had received quotes from builders to replace and extend the current footpath (reported in the Village Hall Committee report).

9. Questions to the Chair

There were no questions asked.

10. To confirm the next meeting as Monday 12th July 2021 at 7.30 pm.

As there was no other business the Chairman closed the meeting at 8 pm.



Maureen Philpot (Clerk)
clerk@bruisyard.com

BRUISYARD PARISH COUNCIL		
<i>(Last)</i>	Summary Receipts and Payments Account	<i>(Current)</i>
<i>Year ended</i>	For the Year to 13th May 2021	<i>Year to</i>
<i>31st March 2021</i>		<i>13th May 2021</i>
£	Receipts	£
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	132.96
1,293.02	VAT	1,578.49
25,631.10	Total Receipts	12,611.45
	Payments	
109.52	General Administration	-
528.32	Staff costs	-
-	S.137 Payments (excluding grants to Village Hall)	-
-	S.145 Payments	-
-	Loans/Capital spending	-
952.47	Agency/Professional Services	-
-	Parish Council Committee payments	-
5,805.53	Village Hall running costs	791.34
3,596.72	Other Payments	210.00
1,578.49	VAT	174.19
12,571.05	Total Payments	1,175.53
BRUISYARD PARISH COUNCIL		
Receipts and Payments Summary		
<i>(Last)</i>		<i>(Current)</i>
<i>Year ended</i>		<i>Year to</i>
<i>31st March 2021</i>		<i>13th May 2021</i>
£		£
14,773.59	Balance brought forward	27,833.64
25,631.10	Add Total Receipts	12,611.45
40,404.69		40,445.09
12,571.05	Less Total Payments	1,175.53
27,833.64	Net bank and cash box balance	39,269.56
508.58	Unpresented PC cheques at 13 May 2021	40.00
-	Unpresented VH cheques at 13 May 2021	-
- 142.50	Less uncleared transfer to Village Hall at year end	-
28,199.72	Reconciled to bank accounts and cash box at 13 May 2021	39,309.56
	Bank accounts and cash box at 13 May 2021:	
485.27	Barclays Premium Business Account No.40779474	485.27
1,971.19	Barclays Community Account No.70212008	5,782.06
-	Parish Council petty cash	-
25,743.26	Barclays Bank Village Hall account No. 23713326 (restricted fund)	33,042.23
	Village Hall cash box (restricted fund)	-
28,199.72		39,309.56

Bank reconciliation at 13 May 2021

Balance per bank statements as at 13 May 2021					
Account	Acct No	£	£		
Barclays PC Community Account	70212008	5,782.06			
Barclays PC Business Premium Account	40779474	485.27			
Barclays VH Current Account	23713326	33,042.23			
Parish Council petty cash		-			
Village Hall cash box		-			
				39,309.56	
Less any un-presented cheques at 13 May 2021					
Total Parish Council cheques		40.00			
Total Village Hall cheques		-			
				40.00	
Net bank and cash box balances as at 13 May 2021				39,269.56	
<i>The net balances reconcile to the Receipts and Payments account for the year, as follows:</i>					
Total funds at start of year		27,833.64			
Add: Receipts in the year		12,611.45			
Less: Payments in the year		1,175.53			
				39,269.56	

Parish Council (excluding Village Hall) receipts and payments 4 Mar 2021 to 13 May 2021Receipts

26/04/2021	UK Power Networks	Other receipts	Cheque	£32.96
24/04/2021	HMRC VTR	Recovered VAT	BACS	£1,578.49
30/04/2021	East Suffolk	Precept	BACS	£ 2,900.00

Payments

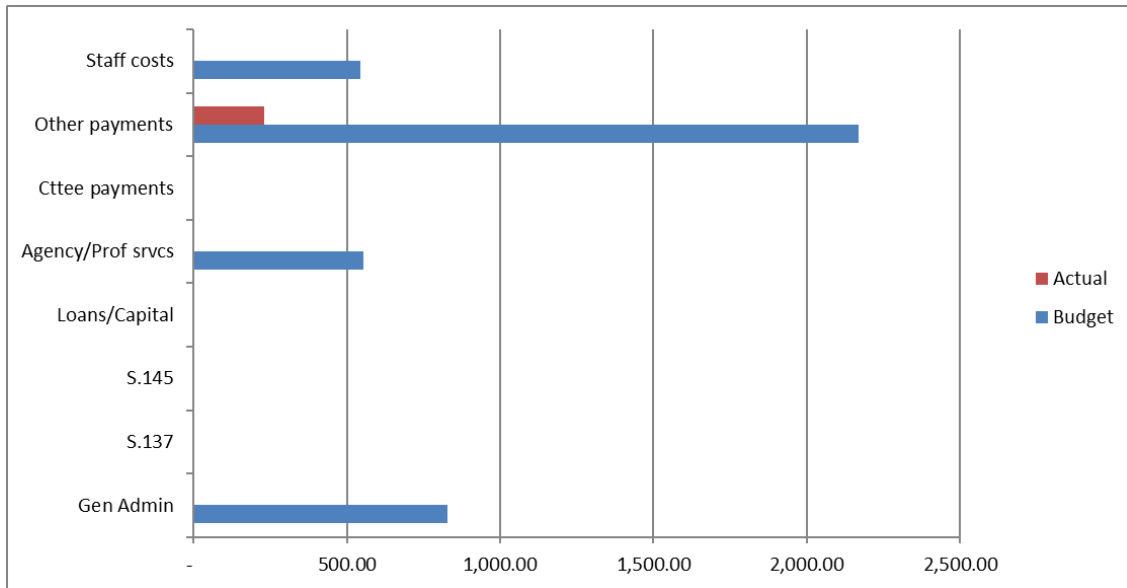
22/03/2021	Suffolk Coastal Norse Ltd	Other payments	Cheque	100560	£234.00
25/03/2021	Bruisyard VH- hedge cutting	Transfer to VH	Cheque	100561	£94.50
25/03/2021	Bruisyard VH- Kindewood	Transfer to VH	Cheque	100562	£48.00
27/03/2021	Microsoft Office 365 fee	Other payments	Debit card		£54.72
31/03/2021	Maureen Philpot	Staff costs	Cheque	100603	£132.08
23/04/2021	A Holden – hedge cutting	Other payments	Cheque	100604	£40.00
12/05/2021	Kindewood	Other payments	Cheque	100605	£192

Expected liabilities

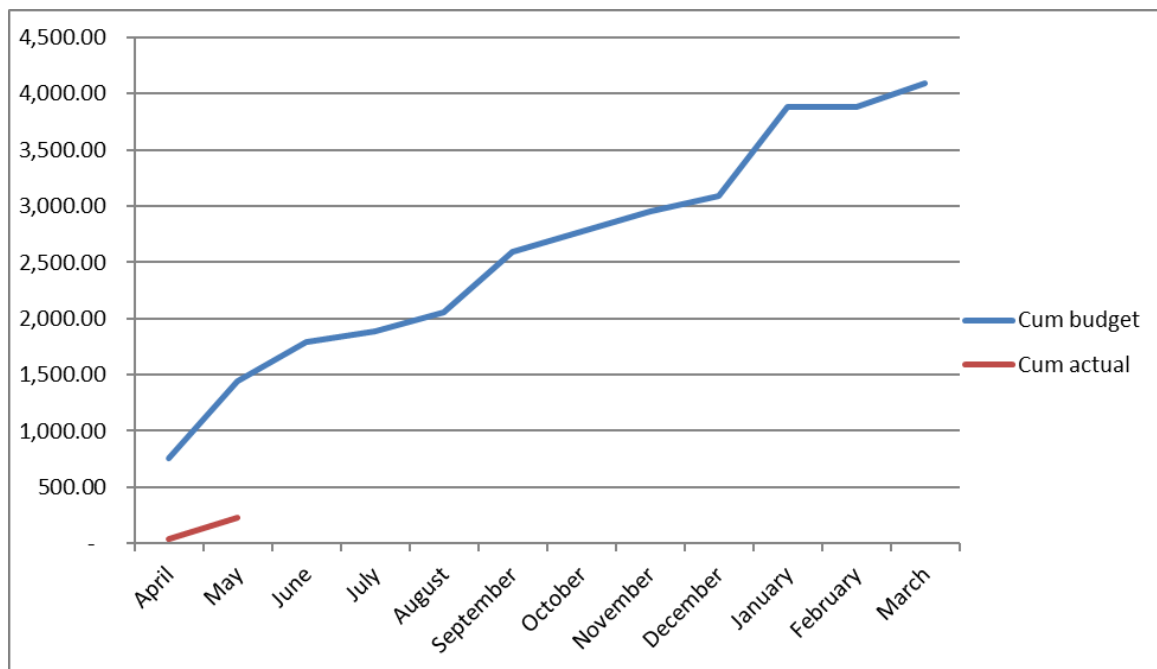
17/05/2021	Transfer to VH	Recovered VAT	£664.49
17/05/2021	SALC	Professional Services	£143.54
17/05/2021	SALC	Professional services	£22.80

Bruisyard Parish Council Precept - Budget vs Expenditure 2021-22 (1 Apr 2021 to 13 May 2021)

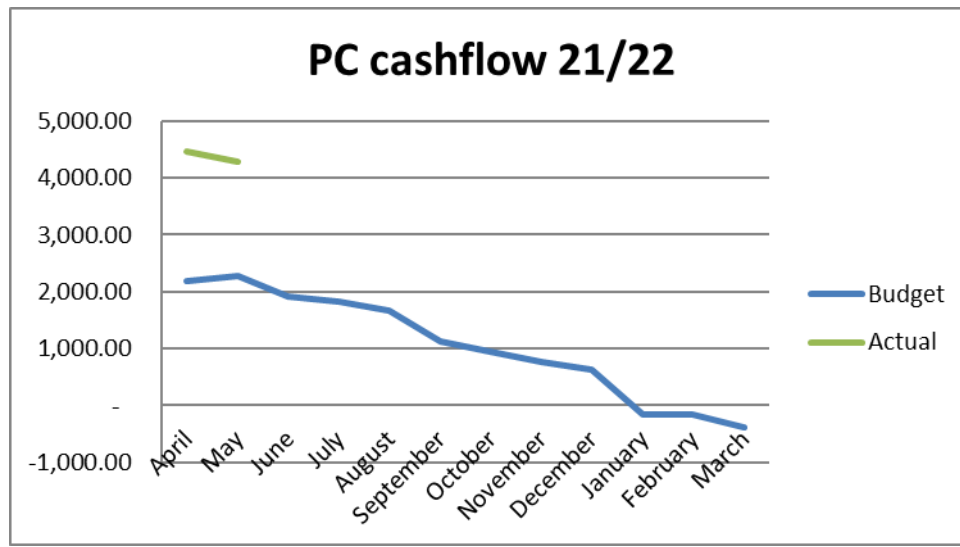
Actual spend to date vs annual budget by category



Cumulative actual spend to date vs budget



Parish Council cashflow – financial year to 13 May 2021



Village Hall income and expenditure – financial year to 13 May 2021

