

**MINUTES OF THE BRUISYARD PARISH COUNCIL MEETING HELD ON MONDAY 9TH
MARCH 2020 AT 7.30PM IN BRUISYARD VILLAGE HALL**

1. Attendance and Apologies

Attendees:

Cllr Paul Church (Chair)
Cllr Thelma Barham
Cllr John McKee
Cllr Chris Smith
Cllr Anne Smith

Apologies for absence:

Cllr Jacqui Grimwood

Also in attendance:

Maureen Philpot (Clerk)
Cllr Stephen Burroughs

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

None received

3. Finance

Please see pages 3,4 and 5 at end of report.

- a) Review quarterly budget versus actual expenditure
- b) To approve quarterly bank reconciliation

This was proposed by Cllr Paul Church and seconded by Cllr Thelma Barham

- c) Cheques to be signed

There were no cheques to be signed

Cllr Anne Smith will be paying the balance of the noticeboards by bank card and buying the matting for the swings online. The matting has been quoted at £250 only.

4. Public Forum

- a) Public invited to speak

There were no members of the public present

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

Cllr Stephen Burroughs pointed out that Landowners need to be reminded to clear their ditches and dykes to prevent flooding. Highways are responsible for the drains. Cllr Thelma Barham said that Highways have reported that they will not be clearing the drains until 20th November 2020. Cllr Stephen Burroughs also pointed out that the Northern Route will not be built which will create a problem for Ipswich, particularly when the Orwell Bridge is closed. He also said that School Crossing Patrols are now wearing body cams because of a number of assaults. Cllr Burroughs said that a notice will be sent to the Council regarding the Coronavirus. This virus will be impacted everywhere and he asked the Council to look after the elderly and those at risk. Cllr John McKee reported that the Flagship houses have an abundance of gravel which covers the footpath. These have caused people to fall which is a public safety issue. Finally, Cllr Burroughs offered £250 from his locality budget towards the matting for the swings.

Action: The Clerk has been asked to contact Cllr Burroughs regarding the uncleared drains and also to contact Cllr Maurice Cook about the excess gravel outside the Flagship homes.

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

5. Minutes of the previous meetings.

- a) To approve the minutes of the Parish Meeting held on Monday 20th January 2020 (previously circulated). These were proposed by Cllr Anne Smith and seconded by Cllr John McKee as a true and accurate record and signed by the Chair.
- b) All matters dealt with.

To approve the minutes of the Parish Planning Meeting held on 26th February 2020 (previously circulated). These were proposed by Cllr Anne Smith and seconded by Cllr John McKee as a true and accurate record and signed by the Chair.

d) All matters dealt with.

6. Village Hall Committee

Cllr John McKee reported that he had three quotes for a new lighting system, two he could not make sense of and the third wanted £1,000 for a dimmer system. He also reported that a beetle drive had been held which had been very competitive and also very successful.

7. Annual approval of statutory documents

a) To approve the internal controls report – These were approved and signed by the Chair and the RFO.

b) To approve the financial regulations – these were adopted by the Parish Council on 9th March 2020 and proposed by Cllr Paul Church and seconded by Cllr Anne Smith.

8. Litter Pick

Cllr Anne Smith said she will e-mail possible dates and that she is prepared to organise it.

9. Noticeboards

The delivery date for two new noticeboards is on Thursday 19th March 2020 and should be erected in the next few weeks.

10. Correspondence

Apart from the distributed e-mails, the clerk had received a brochure from Glasdon and also a water saving brochure.

11. Questions to the Chair

No questions.

12. The Annual meeting will take place on Monday 11th May 2020

There being no further business the Chair closed the meeting at 8.40 pm.



Maureen Philpot (Clerk)
clerk@bruisyard.com

BRUISYARD PARISH COUNCIL		
<i>(Last)</i> Year ended 31st March 2019	Summary Receipts and Payments Account For the Year up to 5 Mar 2020	<i>(Current)</i> Up to 05-Mar-20
£		£
	Receipts	
2,900.00	Precept	2,900.00
-	Agency Services/CFM	-
-	Loans/Capital Receipts	-
-	Grants	350.00
-	Village Hall grants	1,177.50
8,315.64	Other Receipts	8,435.46
676.81	VAT	596.32
<u>11,892.45</u>	Total Receipts	<u>13,459.28</u>
	Payments	
252.56	General Administration	82.63
300.00	Staff costs	683.37
-	S.137 Payments (excluding grants to Village Hall)	-
-	S.145 Payments	-
-	Loans/Capital spending	-
902.17	Agency/Professional Services	666.43
-	Parish Council Committee payments	-
6,644.60	Village Hall running costs	9,606.34
1,707.83	Other Payments	2,614.00
599.32	VAT	1,322.15
<u>10,406.48</u>	Total Payments	<u>14,974.92</u>
BRUISYARD PARISH COUNCIL		
Receipts and Payments Summary		
<i>(Last)</i> Year ended 31st March 2019		<i>(Current)</i> Up to 05-Mar-20
£		£
13,049.67	Balance brought forward	14,535.64
11,892.45	Add Total Receipts	13,459.28
<u>24,942.12</u>		<u>27,994.92</u>
10,406.48	Less Total Payments	14,974.92
14,535.64	Net bank and cash box balance	13,020.00
283.32	Unpresented PC cheques at year end	-
185.86	Unpresented VH cheques at year end	-
<u>15,004.82</u>	Reconciled to bank accounts and cash box at 5 Mar 2020	<u>13,020.00</u>
	<i>Bank accounts and cash box at 5 Mar 2020:</i>	
484.16	Barclays Premium Business Account No.40779474	484.88
2,991.79	Barclays Community Account No.70212008	2,184.45
-	Parish Council petty cash	-
11,377.17	Barclays Bank Village Hall account No. 23713326 (restricted fund)	10,185.27
151.70	Village Hall cash box (restricted fund)	165.40
<u>15,004.82</u>		<u>13,020.00</u>

Bank reconciliation at 5 March 2020**Balance per bank statements as at 5 March 2020**

Account	Acct No	£	£
Barclays PC Community Account	70212008	2,184.45	
Barclays PC Business Premium Account	40779474	484.88	
Barclays VH Current Account	23713326	10,185.27	
Parish Council petty cash		-	
Village Hall cash box		165.40	
			13,020.00

Less any un-presented cheques at 31 March 2020

Total Parish Council cheques

Total Village Hall cheques

-
-
-

Net bank and cash box balances as at 5 March 2020

13,020.00

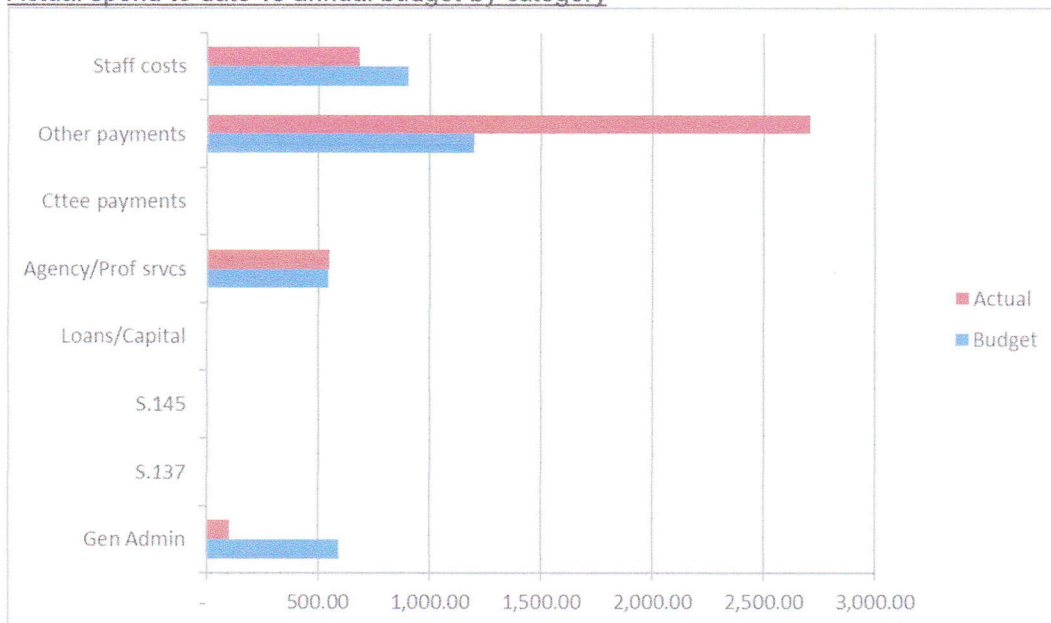
The net balances reconcile to the Receipts and Payments account for the year to date, as follows:

Total funds at start of year	14,535.64
Add: Receipts in the year	13,459.28
Less: Payments in the year	14,974.92
	13,020.00

Bruisyard Parish Council Precept - Budget vs Expenditure 2019-20 (1 Apr 2019 to 5 Mar 2020)

ACTUAL inc VAT										
Month	Gen Admin	S.137	S.145	Loans/Capital	Agency/Prof svcs	Cttee payments	Other Payments	Staff costs	Total	
April	-	-	-	-	135.52	-	48.00	-	183.52	
May	-	-	-	-	-	-	144.00	-	144.00	
June	-	-	-	-	-	-	96.00	-	96.00	
July	-	-	-	-	-	-	96.00	-	96.00	
August	-	-	-	-	-	-	162.00	-	162.00	
September	-	-	-	-	315.08	-	131.00	352.21	798.29	
October	24.90	-	-	-	97.20	-	-	-	122.10	
November	74.25	-	-	-	-	-	298.00	-	372.25	
December	-	-	-	-	-	-	-	-	-	
January	-	-	-	-	-	-	66.00	331.16	397.16	
February	-	-	-	-	-	-	1,668.00	-	1,668.00	
March	-	-	-	-	-	-	-	-	-	
Totals	99.15	-	-	-	547.80	-	2,709.00	683.37	4,039.32	

Actual spend to date vs annual budget by category



Cumulative actual spend to date vs budget

