

**MINUTES OF THE SWEFLING PARISH COUNCIL MEETING HELD ON TUESDAY 13TH JULY
2020 AT 7.30 PM IN THE VILLAGE HUT**

1. Attendance and apologies**Attendees:**

Cllr John Stanley (Chair)
Cllr Jude Chin
Cllr Julia Kinsey
Cllr John Tesh
Cllr Audrey Lummis
Cllr Annie Rogers

Apologies for absence:

Cllr Martin Wyard
Cllr Stephen Burroughes
Cllr Maurice Cook

Also in attendance:

Maureen Philpot (Clerk)

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

Cllr Julia Kinsey declared an interest in item 5(b)

3. Public Forum

- a) Public invited to speak – no public in attendance.
- b) To receive a report from Cllr Stephen Burroughes (previously circulated)
- c) To receive a report from Cllr Maurice Cook (previously circulated)

4. Minutes of the previous meeting

- a) The minutes of the previous meeting held on 10th June 2020 at 7.30 pm (previously circulated) were proposed by Cllr John Tesh and seconded by Cllr Jude Chin as a true and accurate record and signed by the Chair.
- b) Matters had been dealt with.

5. Village Matters

a) Footpath closure.

The Parish Council had received a number of complaints about the closure of a footpath on land belonging to Dernford Hall. When the Chairman visited the site he discovered that this footpath was actually in the parish of Rendham. Cllr John Stanley contacted the Clerk of Rendham Parish Council and reported the locked gate. It was reported that the gates are now unlocked. The Council also had a complaint about tree work being carried out on the Dernford Hall Estate but it was also pointed out that Mill House has also had tree work carried out but no complaints were received in that case.

b) The clerk reported on the work that had to be done (uploading a full year of minutes) for the internal audit. This work is almost complete. The Council came to a decision that the old website be closed, to avoid confusion, and to use sweffling.life. The Council are still wanting to reimburse Adrian Kinsey for the work he did on the old website. The Parish Council still want to own sweffling.life.

Action: The Clerk to speak to Monica Petzal about the website.

c) It was reported to the Parish Council that vehicles are speeding along the B1119 and the Great Glemham Road.

Action: The Clerk to approach Cllr Stephen Burroughes regarding speed measuring devices. These could be hand held or electronic.

d) Opening of swings

The play area needs to have laminated signs warning parents and children that they must wash their hands or use hand sanitizer.

Action: The Clerk to prepare two signs related to COVID 19 and to laminate them.

e) Sizewell C

Please see item 7.

f) Rearrangement of waste bins and obtain a new dog waste bin.

The Chair stated that he would like Norse to carry out the work they quoted on.

Action: The clerk to contact Norse and arrange for the work to be carried out.

6. Finance

a) There were two cheques to be signed:

Maureen Philpot	Clerk's Salary	£317.04
HMRC	Income Tax	£79.20

b) Review quarterly budget versus actual expenditure (please see page 3)

John Stanley
8/9/20

c) Approve quarterly bank reconciliation (please see page 3)

d) Cashbook (please see page 4)

The finances were proposed by Cllr John Tesh and seconded by Cllr Julia Kinsey and approved by all.

7. Correspondence

The Clerk had circulated a letter from EDF regarding Sizewell C. and the plans submitted to the Planning Inspectorate. A memory stick of the application documents was given to Cllr John Stanley by the Clerk.

The Council commented that in France solar energy and windfarms was so successful that they were closing down nuclear sites. They all felt that there doesn't seem to be any alternatives offered.

8. Questions to the Chair

No questions received.

9. The next Parish Meeting

It was confirmed that the next Sweffling Parish Council Meeting will be held on Tuesday 8th September 2020 at 7.30pm in the Village Hut.

There being no further business the Chair closed the meeting at 8.25pm.



Maureen Philpot (clerk)

Clerk.sweffling@gmail.com

**Sweffling Parish Council
Budget for 2020/2021**

	Actual year to date	Anticipated future income/spend	Variance
Cash brought forward	£4,673		£1
Receipts			
Precept	£3,331	£1,665.69	£0
Sundry receipts	£100	£451.14	£0
	<u>£3,431</u>	<u>£2,116.83</u>	
Payments			
Clerk's salary	£1,585	£396.24	£1,189
Clerk's office expenses	£50	£50	£0
Insurance	£460	£460	£0
SALC annual subscription	£150	£11	£0
SALC PAYE services	£80	£58	£0
Hut hire	£170	£170	£0
Village sign repairs	£120	£120	£0
Mower costs	£120	£120	£0
Mower repairs	£150	£150	£0
External audit costs	£50	£50	£0
Equipment safety inspection fee	£150	£53.97	£0
ICO registration	£35	£96	£0
Councillors travel expenses	£100	£35	£0
Sundry other	£185	£185	£0
	<u>£3,405</u>	<u>£1,605</u>	<u>£1,188</u>
Cash carried forward	£4,699	£6,178.48	£5,888
Cash balances as of			
July 2nd 2020			
Community account		£1,727.34	
Business account		£4,451.14	
Deposits not cleared			
Cheques not cleared			
Book balance cash		£6,178.48	

(X)

(X)

Sweffling Parish Council - Financial Statement for 2020									
Account	2020	2019	2018	2017	2016	2015	2014	2013	2012
Income									
Grant	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
Other Income	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Total Income	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00
Expenditure									
Salaries	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
Other Expenditure	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00
Total Expenditure	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00	11,000.00
Balance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

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Insurance	£460	£460	£0
SALC annual subscription	£150	£139.04	£0
SALC PAYE services	£80	£21.60	£0
Hut hire	£170	£170	£0
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