

WHERSTEAD PARISH COUNCIL

Chairman: Cllr David Baldry

Parish Clerk: Vacancy

**Minutes of the Parish Council Meeting of WHERSTEAD PARISH COUNCIL held in The Room on
TUESDAY THE 28th June 2022 at 7:30pm.**

Present: Councillors: Baldry, Coates, Cobb, Myers and Blackwood

Parish Clerk: Covered by Cllr Coates

Public: Samantha Barber

Babergh and Suffolk Councillors: None in attendance.

Abbreviations: **Cllr:** Councillor. **PC:** Parish Council. **BDC:** Babergh District Council. **SCC:** Suffolk County Council. **B/MSDCs:** Babergh/Mid Suffolk District Council. **CAS:** Community Action Suffolk. **SALC:** Suffolk Association of Local Councils. **LCPAS:** Local Council Public Advisory Service. **CEP:** Community Emergency Plan. **VDF:** Village Development Framework. **RoW:** Rights of Way. **TAG:** Tourism Action Group. **AONB:** Area of Outstanding Natural Beauty

The council and members of the public were reminded by notice and by the Chairman that they may record/film/photograph or broadcast the meeting when the public and the press were not lawfully excluded. *This does not extend to live verbal commentary.*

1. Welcome by The Chairman

The Chairman opened the meeting at 7:30pm and welcomed everybody

2. Apologise for absence:

Councillor Moyes apology was received and accepted.

3. Dispensations: to consider requests

No dispensations requested

No declarations of Interest Offered

4. To approve the minutes of the Parish Council Meeting held on the 5th May 2022:

Proposed by Cllr Baldry, Seconded Cllr Cobb

These minutes were approved unanimously by resolution.

5. Public Participation Session: for the public to talk to Cllrs about items only on the agenda

No issues were raised.

6. Clerk's Report including correspondence: Items received after publication of the agenda or for items needing discussion

a) BMSDC are creating a parking Policy for the next 20 years and have published a questionnaire requesting comments on the draft policies.

Action: Cllr Coates to send a Parish wide email to advise residents of the availability of the questionnaire.

7. Governance and Audit

This has been a three stage process:

- Cllr Cobb has audited the accounts and signed them off.

- SALC have been engaged to undertake the internal audit which has been completed and the signed internal audit section (page 3) of the AGAR has been completed. The only non compliance recorded is against the Council's assessment and management of risk. The Auditor has recommended the Council adopt an Internal Control Statement to address this shortcoming.

Cllr Coates proposed the annual governance statement (page 4 of 6) be signed as an accurate reflection of the Parish's governance. Seconded by Cllr Baldry. Approved unanimously.

Cllr Baldry proposed that the accounting statement (page 5 of 6) be signed as an accurate record of the council financial position. Seconded by Cllr Cobb. Approved unanimously.

8. CIL Expenditure

Cllr Baldry presented the CIL financial report

Expenditure from previous year £0

CIL Income 2021~2022 £38,527.14, paid in two equal instalments

CIL Expenditure £2680 (ex vat) (Note £1000 from locality grant was used as part drainage project)

CIL reserves £35847.14

Other CIL projects being considered are:

- Bus shelter renovation
- Flower bed renovation
- Street lighting update.

Note: It is possible the parish may receive a further £19k CIL payment next financial year.

Cllr Baldry proposed the CIL report be signed and issued. Seconded by Cllr Cobb. Accepted unanimously.

9. Neighbourhood Plan

The financial position for the Wherstead Neighbourhood plan is:

Grant 2021~2022	£ 8,340.00
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Expenditure		
~ Places4people	£ 3,986.75	Ex vat
~ Suffolk Wildlife Trust	£ 1,800.00	Ex vat
~ Materials	£ 7.30	Ex vat

Total Expenses	£ 5,794.05
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Money to be returned	£ 2,545.95
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Grant to be applied for 2022-2023

~ Places4people	£ 1,827.00	Ex vat
~ Printing	£ 131.00	Ex vat
~ Materials	£ 120.00	Ex vat

Total	£ 2,078.00
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Cllr Coates proposed that these accounts be accepted and the £2545.95 be re-paid the Groundworks and a new application be made for another grant to allow the project to complete. Seconded by Cllr Baldry. Accepted unanimously

10. Payments to consider:

- 10.1) Refreshment expenses for Litter Pick (£28.58 – Fiona Loader)
- 10.2) BHIB Parish Council Insurance (£398.46 – Robin Coates)
- 10.3) SALC AGAR Invoice for Audit (£249.00 (£298.80 inc. vat)- Bank Transfer)
- 10.4) Parish Mag printing (Five Castles invoice no.41648 £162 – Bank Transfer)
- 10.5) Street light invoice Cheque number 100801 £336.07
- 10.6) Neighbourhood Plan £2545.95 to be re-paid the Groundworks (see item 9 above).

Cllr Baldry proposed these six payment be made. Seconded by Cllr Coates. Approved unanimously.

**The next meeting of the Parish Council:
TUESDAY 12th July at 19.30
WHERSTEAD MEETING ROOM**

The Chairman thanked all the members for attending. The meeting closed at 20.15.

Signed: