

BRADFIELD ST. GEORGE PARISH COUNCIL MEETING HELD
AT THE VILLAGE HALL ON WEDNESDAY 11th MARCH 2022

Present: Cllrs P Squirrell (Chairman), G Mulley, C Stainer, C Croot, J Peck & A Therin.
C Hibbert (clerk).
WS Cllr S Mildmay-White.

The meeting opened at 7.30pm

1. ELECTION OF OFFICERS AND SIGNATURE OF DECLARATION OF ACCEPTANCE

1.1 Election of chairman PS was elected as Chairman. Proposed by CC, seconded by CS and **UNANIMOUSLY APPROVED.**

1.2 Election of vice chairman CC was elected as Vice Chairman. Proposed by PS, seconded by GM and **UNANIMOUSLY APPROVED.**

1.3 Proposal to sign declaration of acceptance of office. The declarations of acceptance were signed.

2. APOLOGIES

TW.

3. PUBLIC FORUM

No matters were raised.

4. INTERESTS

4.1 GM, CC and CS declared an interest in items 6.3 and 9.3 as Trustees of the VHMC.

4.2 No dispensation applications were received.

5. MINUTES OF THE PARISH COUNCIL MEETINGS DATED 9th MARCH and 28th APRIL 2022. The minutes of the Council meetings held on 9th March and 28th April 2022 were **UNANIMOUSLY APPROVED** and signed as a true and accurate record.

6. REPORTS

6.1 Suffolk County Council report. In her absence, a copy of S C Cllr Soons' report was received and will be uploaded onto the website.

6.2 West Suffolk Council report. WS Cllr S Mildmay-White presented her report, a copy of which will be uploaded onto the website. The availability of Council tax rebate for some was highlighted.

6.3 Village Hall report. A copy of the VHMC report was received and is attached to these minutes.

7. PLANNING AND APPEALS

7.1 To receive planning notifications. The meeting **NOTED** the following ;

Application for listed building consent - a. reposition stairs in sitting room b. re-locate existing washroom into back bedroom and add a bath c. reduce the size of the existing washroom by making the wall flush with the chimney breast - Tregarthan Cottage Freewood Street Bradfield St George IP30 0AY

Ref. No: DC/21/2445/LB | Status: Application Granted | Case Type: Planning Application

Planning application - variation of conditions 2 (approved plans) and 8 (means to prevent discharge surface) of DC/21/2078/FUL to enable use of amended drawings for one dwelling - Abbots Hall Smallwood Green Bradfield St George IP30 0AL

Ref. No: DC/21/2521/VAR | Status: Application Granted | Case Type: Planning Application

7.2 DC/22/0609/HH Proposal Householder planning application - Installation of solar panels to rear roof of central barn at Smallwood Farm House Smallwood Green Bradfield St George Suffolk IP30 0AJ The Council resolved to **UNANIMOUSLY SUPPORT** subject to any reasonable listed building/conservation considerations.

7.3 DC/22/0610/LB Proposal Application for listed building consent - Installation of solar

Signature.....

panels to rear roof of central barn Location Smallwood Farm House Smallwood Green Bradfield St George Suffolk IP30 0AJ. The Council resolved to **UNANIMOUSLY SUPPORT** subject to any reasonable listed building/conservation considerations.

7.4 DC/22/0632/HH Householder planning application - single storey side extension at Arms Farm Felsham Road Bradfield St George Suffolk IP30 0AB. The Council resolved to **UNANIMOUSLY SUPPORT.**

8. TO CONSIDER

8.1 Standing Orders and Financial Regulation Orders and Code of Conduct (review and re-adoption); These documents were reviewed and **UNANIMOUSLY APPROVED.**

8.2 Review of asset register; The asset register was reviewed and **UNANIMOUSLY APPROVED.**

8.3 Review of appointments to outside bodies: none at present;

8.4 Review of arrangements with other businesses; The following arrangements which the Council has in place were reviewed and **NOTED:** (i) a direct debit to Plusnet for wifi at the village hall – currently at £252 net pa. This contract was reviewed recently; (ii) ICO annual data controller fee (£35pa); (iii) SALC as payroll provider at £38 pa; (iv) Suffolk.Cloud - website platform – cost £100pa.

8.5 Confirmation of insurance cover for all insurable risks; The meeting heard that the Council's insurance provides asset cover of up to £10,000; (the insurers confirmed in 2019 that the asset cover does not need to include the property value for the allotments and green – just the street furniture etc). The existing cover is adequate for the current range of assets; £25,000 Fidelity cover is provided which is adequate to cover the funds currently held by the Council.

8.6 Review of Councils' subscriptions to other bodies –SALC; NOTED.

8.7 Note current range of policies; The meeting **NOTED** that the current policies include disciplinary, sickness absence, grievance, reserves, complaints, subject access request, personal data breach, document and electronic storage; these policies can be seen on the website; they are due for review in May 2023/Nov 22 (reserves).

8.8 Review of expenditure under s137 Local Authority Act 1972/General Power of Competence; the Council unanimously **RE- DECLARED** that the conditions for the general power of competence have been met. On this basis s 1 Localism Act 2011 (rather than s137 LGA 1972) should be used to authorise any grants in relation to which it has no alternative specific powers.

8.9 Meeting dates for 2022/23. The following meeting dates for the year were **NOTED:** 11th May 2022; 13th July 2022; 14th September 2022; 9th November 2022; 11th January 2023 8th March 2023.

8.10 Allotment tenancy proposal; it was **AGREED** that two further plots would be let following two new enquiries.

8.11 Interior phone kiosk; the meeting heard that a contractor has expressed interest in fitting out the interior – quote awaited.

8.12 Jubilee souvenirs; It was **AGREED** that 72 jubilee mugs should be purchased (£439.36 net) to present to the young people in the village.

8.13 Mowing arrangements for the Green; the meeting heard that AT has agreed to cut the green – cost TBC. It was agreed that a margin would be left uncut for use as a wildflower area.

9. FINANCES

9.1 To receive and approve draft accounts for year ending 31 March 2022 (including financial summary to 31 March 2022); received and **APPROVED** – copy attached to minutes.

9.2 To receive and approve the bi-monthly financial summary for March-April 2022; received and **APPROVED.**

9.3 To approve payments to be issued; The following online payments were **APPROVED.**

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Detail	Cheque no/online authorisation	Net (of VAT)	Vat	TOTAL
1.Clerks and Councils Direct mugs	Chq	439.36	87.87	527.23
2.ICO data fee	DD	35		35.00
3. SALC subs	online	191.06		191.06
4. Plusnet	DD		24.73	4.95
5. Plusnet	DD	24.73	4.95	29.68
6. VHMC	online	40.00		40.00

9.4 To approve certificate of exemption AGAR 2021/22; UNANIMOUSLY APPROVED.

9.5 To approve governance statement AGAR 2021/22; UNANIMOUSLY APPROVED.

9.6 To approve annual return AGAR 2021/22; UNANIMOUSLY APPROVED.

9.7 Bank mandate. The meeting **UNANIMOUSLY CONFIRMED** that arrangements for online banking should continue.

10. CORRESPONDENCE AND CIRCULARS The following correspondence was received:-

10.1 SALC e bulletins March/April;

10.2 Platinum Jubilee information from WSC

10.3 Info from WSC on Council tax rebate

10.4 WSC grass cutting schedule

11. DATE OF NEXT MEETING

The date of the next meeting is Wednesday 13th July 2022 at 7.30pm.

12. CONFIDENTIAL STAFF MATTER

12.1 To resolve to exclude public from the meeting to enable a confidential matter to be discussed. APPROVED.

12.2 To receive and note a confidential report. The meeting received and **NOTED** a confidential report.

The meeting closed at 8.50p.m.

Attachment 6.3 Bradfield St George Village Hall - Chair's report to the Parish Council:May 2022

Bradfield Nights so far this year are proving very popular and successful. The April and May ones being no exception with almost 40 meals being served on both occasions. Many thanks to Arnaud Therin for stepping into the breach to cook at the May one (as well as February).

Quiz nights are also proving to be popular with 10 teams at the most recent one. The pizza van continues to attend on Quiz nights when he is able to and is proving very popular both with quizzers and others in the village. Unfortunately, he is unable to make either the May or June events due to a high number of weddings that have been postponed from lockdown.

Plans are afoot for a community BBQ lunch and tea on Sunday June 5 for the Platinum Jubilee as well as a beer festival in August.

A flyer with the year's events at the VH has been distributed around the village as well as one about June 5.

There continue to be a steady stream of private bookings as well as the 2 regular hirers.

Christine Stainer

Signature.....

**SUMMARY RECEIPTS & PAYMENTS
 FOR THE YEAR ending 31/3/22**

<u>RECEIPTS</u>	2021/22		Variance
	Actual	Budgeted	
	£		
Precept	5,500.00	5,500.00	0.00
Allotment rents	120.00	35.00	85.00
Misc receipts	199.00		
Grnt	263.74		
Santander interest	0.82	10.00	-9.18
VAT	771.40		771.40
	<u>6,854.96</u>	<u>5,545.00</u>	<u>847.22</u>

<u>PAYMENTS</u>	Actual	Budgeted	Variance
Misc	1176.13	0.00	-1176.13
Admin Misc -	135.00	100.00	-35.00
Audit fees	158.00	300.00	142.00
BT line VH	665.54	550.00	-115.54
Clerk's salary(inc tax)	2,218.24	2,350.00	131.76
Clerk expenditure	0.00	150.00	150.00
Donations	0.00	100.00	100.00
Footpaths	0.00	150.00	150.00
Grass cutting	1360.00	300.00	-1,060.00
Insurance	186.73	200.00	13.27
PCC	0.00	0.00	0.00
Repairs/maintenance	531.30	200.00	-331.30
SALC Training	100.00	100.00	0.00
Payroll service	38.00	50.00	12.00
Subscriptions	191.27	300.00	108.73
Stationery	0.00	100.00	100.00
VAT	693.29	0.00	-693.29
Vhall hire	120.00	100.00	-20.00
Grants	0.00	250.00	250.00
Contingency	0.00	0.00	0.00
defib		65.00	
bin		180.00	
	<u>7,573.50</u>	<u>5,545.00</u>	<u>-2,028.50</u>

<u>Reconciliation of R & P. Book</u>		<u>Santander account</u>	
Balance b/f 01.04.21	£4,805.43	Balance b/f 1/4/21	£8,956.76
Receipts	£6,854.14	Receipts	£0.82
Payments	-£7,573.50	Payments	£0.00
	<u>£4,086.07</u>		<u>£8,957.58</u>
TOTAL - 2A/cs	<u>£13,043.65</u>		

Bank Reconciliation balances as at
 Lloyds Balance as at 31.03.22 £4,086.07
 less unrepresented cheques as at
 £0.00

£4,086.07
 Santander balance as at 31.03.2 £8,957.58

TOTAL Bank Reconciliation £13,043.65

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