

BRADFIELD ST. GEORGE PARISH COUNCIL MEETING HELD  
AT THE VILLAGE HALL ON WEDNESDAY 16<sup>th</sup> NOVEMBER 2022

Present: Cllrs P Squirrell (Chairman), T Wright, G Mulley, A Therin & C Stainer.,  
C Hibbert (clerk).

*The meeting opened at 7.30pm*

**1. APOLOGIES**

Cllrs C Croot & J Peck; S C Cllr K Soons & WS Cllr S Mildmay-White.

**2. PUBLIC FORUM**

No matters raised.

**3. INTERESTS**

3.1 GM and CS declared an interest in items 5.3 and 8.3 as Trustees of the VHMC.

3.2 No dispensation applications were received.

**4. MINUTES OF THE PARISH COUNCIL MEETING DATED 29<sup>th</sup> SEPTEMBER 2022.**

The minutes of the Council meeting held on 29<sup>th</sup> September 2022 were **UNANIMOUSLY APPROVED** and signed as a true and accurate record.

**5. REPORTS**

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

**5.2 West Suffolk Council report.** In her absence WS Cllr S Mildmay-White's report was received, a copy of which will be uploaded onto the website.

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

**6. PLANNING AND APPEALS**

**6.1 To receive planning notifications.** No planning notifications received.

**7 TO CONSIDER**

**7.1 Correspondence re water supply for allotments.** Following an enquiry as to whether it would be possible to provide a water supply to the allotments it was **AGREED** that a preliminary enquiry should be made of Anglian Water as to the costs of securing a supply. The possibility of using water butts was also discussed.

A councillor requested that an enquiry was made into the possibility of purchasing a metal commemorative soldier for the village.

A councillor suggested the use of externally-fitted book effect window film for the phone kiosk.

**8. FINANCES**

**8.1 To receive and approve the quarterly summary of finance to 30 September 2022;** the attached summary was received and **APPROVED**.

**8.2 To receive and approve the bi-monthly financial summary for September-October 2022;** received and **APPROVED**.

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

Detail	Cheque no/online authorisation	Net (of VAT)	Vat	TOTAL	
1.	Plusnet	DD	22.96	4.59	27.55
2.	Plusnet	DD	22.96	4.59	27.55
3.	VHMC –room hire	online	20.00		20

Signature.....

4.	AT – grass cutting	online	93.75		93.75
5.	SALC - payroll	online	19.00	3.80	22.80

**8.4 To receive and approve budget and precept proposal for 23/24;** the budget attached was received and **APPROVED**; the proposed precept request of £5,500 was **APPROVED**.

**8.5 To review reserves policy;** the reserves policy attached was **APPROVED**.

**8.6 To receive internal finance controls check to 30 September 2022.** The meeting heard that AT had reviewed the internal finance controls and prepared a six month report, a copy of which was received.

**9. CORRESPONDENCE AND CIRCULARS** The following correspondence was received;-

9.1 SALC e bulletins Sept/Oct;

9.2 Warm Homes info from WSC;

9.3 Suffolk Climate Emergency Board Short Survey.

**10. DATE OF NEXT MEETING**

The date of the next meeting is Wednesday 11th January 2023 at 7.30pm.

*The meeting closed at 8.10pm.*

**Attachment 5.3 Bradfield St George Village Hall - Chair’s report to the Parish Council: November 2022**

Since the last report to the Parish Council there has been one Bradfield Night, 1 quiz and a firework event. The October Bradfield Night was well attended, and good food and beer was enjoyed by all.

The October quiz night was better attended than the September one!

The annual firework event held on Friday November 4th was a resounding success – again! News has spread that ‘BSG does a good firework event for such a small village’ (quote from someone from another village) and numbers attending certainly proved this to be the case. The BBQ and bar did extremely well with 2 barrels plus a firkin practically selling out along with 150 burgers and almost 120 sausages! We had looked at the organisation of serving the BBQ and the new arrangements certainly worked well with no lengthy queue forming.

We are again running live screenings of the current Rugby World Cup which are open to members of the village.

The 2 current regular bookings are continuing as usual although the Thursday monthly yoga class no longer takes place. There are also a reasonable number of private bookings.

On the day of the December Bradfield Night, we are to undergo an Environment Health Inspection and we are preparing for this by arranging for extra cleaning.

Unfortunately, the basin in the ladies’ 1 toilet has not yet been dealt with, but 1 quotation has been received and another expected soon.

There is a quiz night with pizza van following the Rugby this Saturday, 19 November, and a Bradfield Night on Friday December 2nd with seasonal food!

It has been agreed between the VH Committee, The Parish Council and the Church to open the VH as a warm space this winter and a grant has been awarded by West Suffolk Council.

CS – Chairperson - November 2022

Signature.....

**Attachment Item 8.1 Quarterly summary to 30<sup>th</sup> September 2022**

<b>SUMMARY RECEIPTS &amp; PAYMENTS</b>					
<b>FOR THE YEAR ending 31/3/23</b>					
			2022/23		
<b>RECEIPTS</b>			Actual	Budgeted	Variance
			£		
Precept			5,500.00	5,500.00	0.00
Allotment rents			10.00	35.00	-25.00
Misc receipts			500.00		
Grnt			0.00		
Santander interest			3.70	1.00	2.70
VAT			693.29		693.29
			<b>6,706.99</b>	<b>5,536.00</b>	<b>670.99</b>
<b>PAYMENTS</b>			Actual	Budgeted	Variance
Misc			527.23		-527.23
Admin Misc -			35.00	100.00	65.00
Audit fees			161.00	250.00	89.00
BT line VH			137.57	700.00	562.43
Clerk's salary(inc tax)			615.76	2,350.00	1,734.24
Clerk expenditure			0.00	150.00	150.00
Donations				100.00	100.00
Footpaths				0.00	0.00
Grass cutting			142.50	300.00	157.50
Insurance			0.00	200.00	200.00
PCC				0.00	0.00
Repairs/maintenance			0.00	400.00	400.00
SALC Training			0.00	50.00	50.00
Payroll service			0.00	100.00	100.00
Subscriptions			191.06	300.00	108.94
Stationery			0.00	100.00	100.00
VAT			59.71		-59.71
Vhall hire			60.00	250.00	190.00
Grants			0.00	120.00	120.00
Contingency				0.00	0.00
defib			0.00	66.00	
bin					
			<b>1,929.83</b>	<b>5,536.00</b>	<b>3,606.17</b>
<u>Reconciliation of R. &amp; P. Book</u>				<u>Santander account</u>	
Balance b/f 01.04.22	£4,086.07			Balance b/f 1/4/22	£8,957.58
Receipts	£6,703.29			Receipts	£3.70
Payments	-£1,929.83			Payments	£0.00
	<b>£8,859.53</b>				<b>£8,961.28</b>
<b>TOTAL - 2A/cs</b>	<b>£17,820.81</b>				
<u>Bank Reconciliation balances as at</u>					
Lloyds Balance as at 30.09.22	£8,859.53				
<b>less unrepresented cheques as at</b>					
	£0.00				
	<b>£8,859.53</b>				
Santander balance as at 30.09.22	£8,961.28				
<b>TOTAL Bank Reconciliation</b>	<b>£17,820.81</b>				

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Attachment to item 8.4 Budget for 23/24

		Year End 2018/19	Budget 2018/2019	Year End 2019/20	Budget 2019/20	Year End 2020/21	Budget 2020/21	Year End 2021/2022	Budget 2021/2022	YTD 2022/23	Budget 2022/23	Variance	Budget 2023/24
Income			x £7.86		364 x £8.12		x £8.32						
Electoral roll													
Precept		5,400.00	5,400.00	5,400.00	5,400.00	5,400.00	5,400.00	5,500.00	5,500.00	5,500.00	5,500.00	0.00	5500
Local Council Tax Support Grant													
Interest		15.64	4.00	16.53	4.00	11.70	4.00	0.82	10.00	3.70	1.00	2.70	6
VAT		178.82		141.52		293.64		771.40		693.29			
Wayleaves		58.03	58.00		58.00							0.00	
Allotments		25.00	35.00	35.00	35.00	0.00	35.00	120.00	35.00	10.00	35.00	-25.00	50
Support Grant													
Misc Receipts				750.00				462.72		500.00			
Consolidated stock													
Sub total		5,677.49	5,497.00	6,343.05	5,497.00	5,705.34	5,439.00	6,854.94	5,545.00	6,706.99	5,536.00	1,170.99	5556
Expenditure													
Admin/ Misc		140.00	100.00	388.21	100	2608.88	100	135	100	35.00	100	65.00	100
Audit fees		142.00	300.00	145.00	300	155	300	158	300	161.00	250	89.00	200
BT Line VH		475.59	550.00	694.70	550	660	550	665.54	550	137.57	700	562.43	350
Chairman's allowances					0		0					0.00	0
Clerk's Salary/HMRC payments		1,855.64	2,300.00	2,154.31	2,300.00	2,211.76	2,300.00	2,218.24	2,350.00	615.76	2,350.00	1,734.24	2500
Clerk's expenses		115.64	400.00	50.39	400.00		400.00		150.00		150.00	150.00	100
Contingency		0.00	0.00									0.00	
Donations	S137/14	0.00	50.00		50.00		50.00		100.00		100.00	100.00	150
Footpaths etc.		0.00	150.00		150.00		150.00		150.00		0.00	0.00	
Grass cutting & Tree work		0.00	300.00		300.00	575.00	300.00	1360.00	300.00	142.50	300.00	157.50	350
Insurance		193.68	200.00	0.00	200.00	186.73	200.00	186.73	200.00		200.00	200.00	350
PCC - Churchyard upkeep		0.00	400.00		400.00		400.00		0.00		0.00	0.00	0
Repairs & maintenance		0.00	100.00	345.00	100.00	273.00	100.00	531.30	200.00	527.23	400.00	-127.23	500
Payroll Service		90.00	80.00	45.00	80.00	56.00	80.00	38.00	50.00		50.00	50.00	60
SALC Training		0.00	100.00		100.00		100.00	100.00	100.00		100.00	100.00	100
Subscriptions/ SALC		191.42	300.00	179.54	300.00	186.62	300.00	191.27	300.00	191.06	300.00	108.94	250
Stationery		0.00	120.00	11.67	120.00	0.00	120.00		100.00		100.00	100.00	100
VAT		141.52	0.00	293.64		771.80		693.29		59.71	0.00	-59.71	
Village Hall grant- upkeep	S133	400.00	400.00	300.00	400.00		400.00		250.00		250.00	250.00	250
Village hall hire		120.00	120.00	120.00	120.00	20.00	120.00	120.00	100.00	60.00	120.00	60.00	120
Grant GPOC	S 1 LA 2011												
bin									180				
defib									65		66	66	76
Cap purchase								1176.13					
Sub Total		3,865.49	5,970.00	4,727.46	5,970.00	7,704.79	5,970.00	7,573.50	5,545.00	1,929.83	5536	3,606.17	5556

Attachment to item 8.5 Reserves policy

BRADFIELD ST GEORGE PARISH COUNCIL - RESERVES POLICY

APPROVED: 16 November 2022

REVIEW DATE: Nov 2023

The reserves of Bradfield St George Parish Council are held for the purposes of one or more of the following:-

- i. improving the quality of the Parish's amenities;
  - ii. promoting the village and encouraging visitors by the use of all forms of communication;
  - iii. strengthening and encouraging community cohesion; and/or
  - iv. Optimising the Council's administrative costs, assets and income from assets;
- and shall be allocated as follows:-

General reserves: Up to £5,500 being the level of the precept for the forthcoming year.

Village Projects Fund: £9,000.

Defib earmarked Fund £65

Signature.....