

GREAT CORNARD PARISH COUNCIL

Minutes of the Meeting of the **POLICY & RESOURCES COMMITTEE** held in The Stevenson Centre at 8:17pm on Monday 28th February 2022

PRESENT

Councillors

T M Welsh

Chairman

T J Keane

M D Newman

S M Sheridan

Mrs J Wilson

C G Wright

D Young

Council Manager

Mrs N Tamlyn

1. APOLOGIES FOR ABSENCE

Apologies were received from A C Bavington, T Harman and Mrs White.

2. DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATIONS

NONE.

3. <u>DECLARATIONS OF GIFTS AND HOSPITALITY</u>

NONE.

4. ITEMS BROUGHT FORWARD – FOR NOTING

Members reviewed and NOTED the Items Brought Forward list.

5. FINANCIAL MATTERS

a) To approve the latest list of payments

Members reviewed and NOTED the list of payments made. See Appendix A.

Members **NOTED** the installation of the new Floodlights at Cornard United and **AGREED** to pay over the £7,500.00 grant approved by the Full Council.

b) To review the Financial Management Report up to 21st February 2022

Members reviewed and **NOTED** the Financial Management Report up to 21st February 2022. **See Appendix B.**

Councillor Welsh asked if any further expenditure was anticipated on the Community Wardens, Agency Services, Professional Fees and The Stevenson Centre Budgets. The Council Manager confirmed that some additional expenditure was likely but they would all remain under budget. The outstanding Professional Fees for the Village Hall were not expected to be settled before the end of the financial year and it had been agreed at the Estimates meeting that any underspend would be Earmarked to a fund for legal fees.

Members discussed the outstanding invoice for the street lights which is due in March 2022 and raised concerns about the rising cost of electricity.

Councillor Newman advised that some Councils were taking out loans to replace ageing lanterns with new LED lanterns to save on long term energy costs. Members **AGREED** to add the matter to a future Agenda.

c) To receive a verbal report from the Internal Control Member on the quarterly reconciliation of all income/expenditure transactions including Petty Cash

Councillor Welsh confirmed that he had carried out the quarterly income and expenditure checks on Friday 18th February 2022. Both the Parish Council's bank accounts and The Stevenson Centre bank account had been reconciled and the salary payments had been cross checked as well. Councillor Welsh confirmed that he had found no anomalies.

In addition, Councillor Welsh had checked the income and expenditure for the Petty Cash and had found no anomalies. **NOTED**.

Meeting closed at 8.31pm

Great Cornard Parish Council BACS payments up to 28th February 2022

Source	Amount	Details			
Cemetery	£54.00				
Allotments	£783.00				
HMRC	£10,295.27	VAT Reimbursement			
Babergh District Council	£6,000.00	Grant for BHL Pavilion			
TOTAL	£17,132,27				
Company	Amount	Details			
Intuit	£20.40	Accounts Support Package			
Company		Details			
Mr P Sparkes	£80.00	Grave Digging Services			
Anglian Water	£16.53	Qrtrly Water Bill - Cemetery			
Anglian Water	£185.57	Qrtrly Water Bill - BHL Sportsfields			
Anglian Water	£38.96	Qrtrly Water Bill - Allotments			
Glasdon	£249.48	Litter Bin - Philips Field Road			
Cornard United	£7,500.00	Payment of Floodlight Grant			
TOTAL	£8,090.94				
	Cemetery Allotments HMRC Babergh District Council TOTAL E Company Intuit Company Mr P Sparkes Anglian Water Anglian Water Anglian Water Glasdon Cornard United	Cemetery £54.00 Allotments £783.00 HMRC £10,295.27 Babergh District Council £6,000.00 TOTAL £17,132.27 E Company Intuit £20.40 Company £80.00 Anglian Water £16.53 Anglian Water £185.57 Anglian Water £38.96 Glasdon £249.48 Cornard United £7,500.00			

APPENDIX B

GREAT CORNARD PARISH COUNCIL - FINANCIAL MANAGEMENT REPORT Actual expenditure to date, compared to budget as at 21st February 2022

Account				!
Account	Budget		To Date	
INCOME			4. 6. 6.	
Precept	234592.00		234592.00	100%
Interest	30.00		23.00	77%
Allotments	3000.00		3000.00	100%
Cemetery	3700.00		4367.00	118%
Recreation Ground	0.00		250.00	0%
Blackhouse Lane	4200.00		2933.00	70%
Wayleaves	130.00		125.00	96%
Recycling	450.00		492.00	109%
INCOME	£246,102.00	· · · · · · · · · · · · · · · · · · ·	£245,782.00	99.87%
Council Tax Support Grant	4218.00		4218.00	100%
SCC Locality Grant - BHL Pavilion	0.00		6000.00	0%
SCC Locality Grant - Approach Road	0.00		7438.00	0%
CIL Funds	0.00		19034.00	0%
TOTAL INCOME	£250,320.00		£282,472.00	112.84%
EXPENDITURE				
Administration	14500.00		11562.00	900/
Agency Services	14000.00		9337.00	80% 67%
Community Warden	9750.00		5206.00	
CIL Funds Dispersed	0.00		3250.00	53%
Grants Made	12500.00		4000.00	0% 32%
Capital Spending	21062.00	1	59205.00	
Loans Repayment & Interest	17603.00	, ,	17603.00	100%
Stevenson Centre Grant	12505.00		140.00	100%
Allotment Expenses	2500.00		1797.00	72%
Blackhouse Lane	3250.00		974.00	30%
Cemetery	10000.00	ļ	8759.00	88%
Recreation Grounds	15500.00		14330.00	92%
Shawlands Wood LNR	2100.00		2040.00	97%
Street Lights	18000.00		0.00	0%
Litter/Dog Bins	2500.00		2388.00	96%
Village Hall Expenses	1000.00	-	1313.00	131%
Bank Charges	0.00		0.00	0%
Insurance	4550.00		3268.00	72%
Salaries & Wages	82200.00		75581.00	92%
Professional Fees	6000.00		1250.00	21%
Election Fund	800.00		0.00	0%
Transfer to Reserve	0.00	•	0.00	0%
	£250,320.00		£222,003.00	89%

	Earmarked Capital Funds for F CAPITAL EXPENDITURE		Capital Projects	C/Forward	FY20/21 Virement	Expenditure	Remaining	Notes/Allocated Fund
RITY	Burial Authority							
Į.	Removal of Laurel Hedge	£2,500.00	£0.00	£2,500.00	00.03	£0.00	£2,500.00	
t	Installation of Turning Circle	£1,000.00	£2,500.00	£3,500.00	£5,000.00	£0.00	£8,500.00	
1	New land for Cemetery	£0.00	£0.00	£0.00	£0,00	£0.00	£0.00	
	Demolish & rebuild Cemetery Bldg	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	
	, , , , , , , , , , , , , , , , , , ,	£3,500.00		£6,000.00	£5,000.00	£0.00	£11,000.00	
	Development & Planning							
1	Village Gateway Sign	£1,600.00	£1,000.00	£2,600.00	£0.00	£1,444.52	£1,155.48	
l	Street Light Fund	£14,512.83			£0.00	£0.00	£14,512.83	
I	Quiet Lanes Suffolk	£0.00	1		£0,00	£0.00	£100.00	£900 vired to QPJF
	Caret Larres Spiron	£16,112.83				1	£15,768.31	
	Art, Sports & Leisure							'
l	BHL Pavilion External Toilet Doors	£3,000.00	£0.00	£3,000.00	£0.00	£3,000.00	£0.00	
	Play Equipment Improvements	£5,069.87	1		£8,700.00		£18,769.87	
	Allotment Knotweed Treatment	£0.00		£5,562.00			£2,988.00	
		£0.00	1		£1,300.00	THE P. LEWIS CO., LANSING		£900 vired from Q.Lanes
	Queens Platinum Jubilee Fund(QPJF)	and the second second	·			1 1	£23,957.87	L300 viles irolli Ctraires
	2.04	£8,069.87	£10,562.00	£18,631.87	£10,000.00	£5,574.00	123,957.67	
	Policies & Resources	C20 F60 F0	£3,000.00	£32,560.50	£15,000.00	£0.00	£47,560.50	<u> </u>
	SC Improvement Fund	£29,560.50						
	Village Hall Improvement Fund	£5,195.13		A 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1				£7.5K vired from G.Bldg Fu
	General Building Improvement Fund	£39,511.61	Section of the sectio			£33,345.95		£7.5k vired to V.Hall Fund
	Cornard United Floodlight Fund	£5,000.00					£5,000.00	1
l	Neighbourhood Plan Fund	£5,000.00					£5,000.00	i contraction of the contraction
		£84,267.24	£6,000.00	£90,267.24	£41,751.89	£33,345.95	£98,673.18	
	General Funds		1					
	Defibrillator Fund	00.88£	1					
	Church Clock/Flagpole Fund	£859.00	\$ 1000					
	Election Fund	£3,778.00	£0,00	£3,778.00	£0.00	in a contract to	£3,778.00	
		£4,725.00				,	£4,233.52	-
	TOTALS	£116,674.94	£21,062.00	£137,736.94	£58,951.89	£43,055.95	£153,632.88	
						i Na		
	Constitution into a state of the first							
	COMMUNITY INFRASTRUCTURE LEVY	C/F 2020/21	2021/22	Expenditure	Balance			
	CII Designation		1					
	CIL Payments	£3,468.68	E13,034.20	1.3,2.30.00	L19,232.90			
	Allocated to:	£3,468.68	£0.00	£3,250.00	£218.68			
	SID Unit Allotment Car Park	£3,408.00				1		
1	Allothent car Faik	10.00	, 115,054.20	20.00	£19,252.96	1		
	1	i	ĺ		2.50/2.2.10.3			
	SC APPROACH ROAD FUND	C/F 2021/22	2 Expenditure	Balance				
	SCC Locality Grant	£7,348.00	egi e e e e e e e e e e e e e e e e e e					
	BDC Locality Grant	£6,000.00	4					
	REMAINING BALANCE	1		£3,198.00		1		
	Property State of Sta					İ		j .
	BHL PAVILION FUND*	2021/2	2 Expenditure	Balance				
	SCC Locality Grant	£ 6,000.00	***************************************	¿ · · · · · · · · · · · · · ·	11.1			<u> </u>
	1	1	4		i '	1	1 1	1
	* Awtg conf. BDC Locality Grant			ļ		i		!

