



CLAYDON & WHITTON PARISH COUNCIL

Clerk: Mrs C Greenan, 129 Poplar Hill, Stowmarket, IP14 2AX

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MINUTES

FINANCE COMMITTEE MEETING OF CLAYDON AND WHITTON PARISH COUNCIL

Monday 12th July 2021, 7.30pm held Claydon and Barham Village Hall, 8 Norwich Road, Claydon, IP6 0DF

PRESENT: Cllrs P Avis, G Cornish, S Price, C Studd

CHAIRPERSON: Cllr J Whitehead

IN ATTENDANCE: C Greenan (clerk)

FI-07-21-01 Opening

Councillor Whitehead opened the meeting.

FI-07-21-02 Public Forum

No members of the public were present.

FI-07-21-03 Apologies for absence

None.

FI-07-21-04 Declaration of interest and local non-pecuniary interests.

Cllrs Avis, Cornish, Price and Whitehead all declared a non-pecuniary interest in FI-04-21-12 grant request from the Recreation Ground as all are members of the Recreation Ground Management Committee.

FI-07-21-05 Members' declaration of council tax arrears

None.

FI-07-21-06 To receive the minutes of the meeting held 19th April 2021

The minutes of the meetings were approved and will be signed as a correct record.

FI-07-21-07 Report on Actions From Previous Minutes

- a. Recreation Ground Car Park release of funds

The clerk has chased Prettys who are chasing Suffolk County Council for the release of funds. The clerk and Cllr Whitehead have also followed up with Suffolk County Council. The clerk was asked to continue chasing these funds.

The clerk was also asked to check on the progress towards the replacement of the faulty bollards in the Recreation Ground Car Park during the summer holidays.

- b. Clerk to ask MSDC about adding Recreation Ground bins to collection round

Cllr Price volunteered to send through the locations of all the bins so that the clerk can follow up on this with MSDC.

- c. Clerk to check with the recipients of the unbanked cheques from 2019/20

The clerk was asked to pay these cheques via BACS.

- d. Clerk to investigate street lighting costs

The clerk was asked to obtain a quote with an estimate of savings.

FI-07-21-08 Bank Reconciliation

The bank reconciliation to the end of June 2021 was noted and is appended in the minute book.

FI-07-21-09 Approval of Accounts

The accounts for payment and that have been paid were noted and approved.

FI-07-21-10 Budget Control Report

The budget control report was noted and is appended in the minute book.

FI-07-21-11 CIL

The CIL report was noted and is appended in the minute book.

The clerk was asked to investigate whether CIL from the development in Whitton can be used across the Claydon and Whitton area for facilities used by both areas, or whether CIL funding would need to be focussed on the Whitton area.

FI-07-21-12 Grant Requests

- a. Claydon and Barham Parochial Church Council requested £800 for maintenance of the churchyard, which was unanimously approved by councillors, who noted that the maintenance is undertaken by Realise Futures.
- b. Claydon and Barham Good Neighbour Scheme requested £150 contribution towards running costs. This was unanimously approved by councillors, who noted their excellent work to date.
- c. Recreation Ground Management Committee requested £10,000 from Parish CIL as part of a £75,209 refurbishment of play and leisure equipment on the Recreation Ground.

Councillors unanimously approved this grant from the Parish CIL and the clerk was asked to draft an email confirming the allocation to the Recreation Ground Management Committee.

FI-07-21-13 Items for next meeting

None

Date of next meeting:

Finance Committee: 4th October 2021

Meeting closed at 20:30

2021/16

Claydon and Whitton Parish Council Reconciliation Statement as at 30.06.21

Balance as per bank statement 30.06.21:	30201901	£	90,366.97
	40285951	£	917.28
	50201898	£	818.60
	TOTAL	£	92,102.85

Summary of Accounts as at 30.06.21

01.04.21 Balance B/F	30201901	£	81,291.59	Expenditure	30201901	£	15,990.47
	40285951	£	917.26		40285951	£	-
	50201898	£	818.58		50201898	£	-
	TOTAL	£	83,027.43		TOTAL	£	15,990.47
Income	30201901	£	25,065.85	30.06.21 Balance	30201901	£	90,366.97
	40285951	£	0.02		40285951	£	917.28
	50201898	£	0.02		50201898	£	818.60
	TOTAL	£	25,065.89		TOTAL	£	92,102.85

TOTAL INCOME	£ 108,093.32	£ 108,093.32
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This statement represents fairly the financial position of the Authority as at 30th June 2021 and reflects its income and expenditure during the period.

Signed:

Chair:

Date:

Clerk:

Date:

2021/17

Budget to Actual

Income	2021/2 Budget	30/04/21 Actual	30/06/21 Actual			Difference
	£	£	£	£	£	£
Precept	41,500	20,750.00	20,750.00			20,750
LCTRS Grant	729	729.00	729.00			0
Allotments Rents	53	-	-			53
MSDC Street Cleaning Grant	4,510	-	-			4,510
Community Infrastructure Levy	0	3,555.77	3,555.77			-3,556
VAT			-			0
Interest	0		0.04			0
Barham Parish Council		31.08	31.08			-31
Total Income	46,792	25,065.85	25,065.89	-	-	21,726

Recurring Expenditure	2021/22 Budget	30/04/21 Actual	30/06/2021 Actual			Difference
	£	£	A	£	£	£
Administrative Expenses						
Chairman's Allowance	330		-			330.00
Parish Clerk's Employment Cost	17,400	1,286.13	4,083.90			13,316.10
Parish Clerk's Mileage Costs	425		112.50			312.50
Parish Clerk's Telephone	192	13.50	40.50			151.50
Parish Clerk's Broadband	264		63.75			200.25
Stationery, Postage, Books and Adverts	300		169.70			130.30
Website	0		-			-
Room Hire	350		-			350.00
AGAR Fee	200		-			200.00
Internal Audit	130		-			130.00
Training	400		425.00			- 25.00
Insurance	1,040		1,204.26			- 164.26
Other Expenses						-
Public Lighting	1,460	1,592.09	1,592.09			- 132.09

So signed by the Chairman _____ Date _____

Churchyard Maintenance	600		-			600.00
Subscriptions	960	783.19	783.19			176.81
Donations	2,850		-			2,850.00
Maintenance Grants - Recreation Ground	3,000	1,000.00	1,432.00			1,568.00
Maintenance Grants - Village Hall	500		500.00			-
Community Projects	1,000	62.15	109.60			890.40
Street Cleaning Costs	9,750	997.92	2,779.92			6,970.08
Emptying Dog Litter Bins	1,000		948.36			51.64
General Repairs	250		-			250.00
Maintenance of Trees & Vegetation	750		-			750.00
Recreation Ground Improvement	3,500		409.26			3,090.74
Bus Timetables	100		-			100.00
Emergency Plan Costs	0		-			-
Neighbourhood Plan	0		-			-
Data Protection	40		-			40.00
						-
	46,791.00	5,734.98	14,654.03	-	-	32,136.97

GRANTS & DONATIONS
2021/22

Organisation/Charity	2021/22 Budget	30/04/21 Actual	30/06/21 Actual			Difference
	£	£	£			£
<u>Grants to Village Organisations</u>						
Recreation Ground Maintenance	3,000	1000	1432			1,568
Village Hall Maintenance	500		500			0
						0
<u>Grants to Charities/Other Organisations</u>						0
Suffolk Family Carers	150	0	0			150
Earl Haig Poppy Fund	150	0	0			150

So signed by the Chairman _____ Date _____

Suffolk Accident Rescue Service	150	0	0		150
Mid Suffolk C.A.B.	1,000	0	0		1,000
Avenues East	150	0	0		150
Lighthouse Womens Aid	150	0	0		150
Home Start	150	0	0		150
East Anglian Air Ambulance	150	0	0		150
Headway	150	0	0		150
CPRE	150	0	0		150
Claydon First Responders	200	0	0		200
Cruise Bereavement Care	150	0	0		150
Good Neighbour Scheme	150	0	0		150
	5,850	1000	1932		4,850

COMMUNITY INFRASTRUCTURE LEVY	31/03/21 Actual	30/04/21 Actual	30/06/21 Actual			Total
	£	£	£	£	£	£
CIL Receipts		3,555.77	3555.77			3,555.77
CIL Expenditure			0			-
Transfers to CIL Reserve		- 3,555.77	-3555.77			- 3,555.77
Transfers from CIL Reserve						-
	11,629.66	15,185.43	15,185.43			

CIL Payments		
23-Oct-17	£	288.08
15-Apr-18	£	946.25
18-Oct-18	£	2,928.59
10-Oct-19	£	3,910.97
05-Oct-20	£	3,555.77
08-Apr-21	£	3,555.77
	£	15,185.43

So signed by the Chairman _____ Date _____