

**MINUTES OF THE MEETING OF GREAT BARTON PARISH COUNCIL ON
MONDAY 24th APRIL 2019 COMMENCING AT 6.30 PM**

Members present : Councillor Philip Reeve chaired the Meeting with Councillors Maggie Dunn, Matthew Parker, Nicky Crouch, Peter Fisk, Diana Boys, Nick Ellis and Kate Trevitt.

1.0 Chairman's Welcome and to receive apologies for absence

Councillor Philip Reeve welcomed everyone to the meeting.

2.0 Open Public Session

An open public session was not on the agenda for today due to the following Annual Parish Meeting but Councillor Philip Reeve was happy to hear some concerns from residents relating to work in Icepits Wood.

3.0 To receive members Declarations of Interest and any written requests for dispensation

There were no declarations of interest or request for dispensations.

4.0 Financial – Council to consider

- a) Payment of Accounts – The Council resolved to pay the following accounts. Proposed by Councillor Philip Reeve, seconded by Councillor Maggie Dunn, unanimous decision.

4.1

Payee	Details	Chq no.	Total	VAT reclaimed
HMRC	PAYE	D/D	£120.48	
S Deare	Neighbourhood Plan Clerk salary	2075	£216.00	
L Harley	Clerk salary	S/O	£924.42	
NEST	Clerk pension	D/D	£33.63	
Suffolk County Council	Allotment Rent	D/D	£60.00	
West Suffolk Council	Bin emptying annual charge	D/D	£923.52	
Multisigns	Banner for litter pick	2076	£37.20	£6.20
SALC	Subscription	2077	£736.33	
Places 4 People	Neighbourhood Plan consultant	2078	£3,307.92	£551.32
Groundwork UK	Refund of Neighbourhood Plan grant	2079	£495.40	
D Boys	Refund for 'Pick up your litter' signs	2080	£36.00	£6.00
Total payments April			£6,890.90	£563.52

4.2

- b) Financial report from the Responsible Financial Officer including details of reserve budgets and spending against them, the bank reconciliations and any items arising from risk assessments – Councillor Dunn checked the bank reconciliations which had been circulated to Councillors. There were no questions. Bank balances at 28/3/19:

Current A/C	£23,722.12
Bus Reserve	£60,436.49
Total	£84,158.61

	Items paid/owed from newsletter	Received: £150 Bear at Beyton and £150 Pest Solutions for advertising in newsletter for 1 year. Received £2035.66 from Freedom Church contribution towards the pedestrian crossing point.
	Other Credits received	None
	Business reserve account interest	£29.15
	RESERVES	BALANCE
	Small Projects	£14,740 - Earmarked: £3,000 School Lane footpath, , Replacement tree for Conyers Green £150, Total balance £11,590 (Freedom Church owes £1,750 for Mill Road crossing)
	Neighbourhood Plan	£4,545 – £150 for CAS technical help, Ian Poole accrued fees Dec 18 £550 & £624 SD salary to June 2019 = Total balance £3,221
	Neighbourhood Plan Grant	£3,252
	Youth Project	£938
	General	£20,563
	Allotments	£70
	Asset maintenance	£ 4,482
	Asset acquisition	£7,160(Earmarked : Community Speed Watch £1,007) Total balance £6,153
	Icepits Wood	£18,572 (earmarked : £15,000 pump track) Balance = £3,572
	Total reserves	£74,322
4.3	Councillors were supplied with (i) a list of the Council's aggregate receipts and payments for the year to date; (ii) A comparison of the budget against expenditure for the financial year. Councillors were reminded of the Data Protection and Information Security Policy and their responsibilities under the Data Protection Act and that personal data should only be accessed for business purposes.	
4.4	The Clerk confirmed that the level of fidelity guarantee insurance cover is adequate. (c) Approving the Annual Governance and Accountability Return 2018/19: Section 1 - The Council reviewed Section 1 The Annual Governance Statement and Section 2 The Accounting Statement; the annual bank reconciliation, the explanation of variances and the breakdown of the high level of reserves. The dates for the period for the Exercise of Public Rights from 17 th June to 26 th July were confirmed and the transfer of underspend of £5731.00 at the end of the 2018/19 financial year to small projects reserve. Proposed Councillor Nicky Crouch, seconded Councillor Philip Reeve, unanimous decision.	

<p>15.0</p>	<p>Date of the next Meeting The next Parish Council Meeting is on Monday 13th May 2019 at 7.15pm.</p> <p>There being no further business the meeting closed at 7.20 pm.</p> <p>CHAIRMAN</p> <p>Sign and print name</p> <p>Signed as confirmation that these minutes are a true record.</p>	
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