

Hessett Parish Council

MINUTES

of the meeting on Tuesday 14th January 2025 at 7.30pm at Hessett & Beyton Village Hall

Present: Councillors Phil Barrett (Chair), Richard Merryfield, Margaret Shaw,

In attendance: Michelle Fisher (Clerk to the Council), Cllr Penny Otton (SCC), Cllr Nickey Willshire (MSDC)

140125/01 Apologies for absence

Apologies received from Cllr Pearson.

All Parish Councillors present agree to accept the reasons for apology.

140125/02 Part 1 Declarations of Interest

(a) There were no Disclosable Pecuniary Interests Declared

(b) There were no other Disclosable Interests Declared

140125/03 Minutes

The Minutes of the meeting of the Parish Council held on Tuesday 26th November 2024 were agreed to be a true record. The Chair was authorised to sign them as such.

140125/04 Public Forum

Hessett PC confirmed receipt of SCC and MSDC.

County & Borough Councillor Reports

Suffolk County Council Cllr Penny Otton

An Extra Ordinary Full Council Meeting was held on 9th January specifically to discuss the Devolution proposals. Although a vote will be taken the decision will be made at the Cabinet meeting. The cabinet agreed and this will now go back to the government to make further recommendations for a New unitary, with a population over 500,000 councils with a directly elected mayor to cover Suffolk and Norfolk, with Suffolk County Council becoming a Unitary Council which will be formed from District and Borough Council. A decision whether to postpone the SCC elections will be made by the government minister.

There will be a Full briefing on Friday morning when Cllr Otton hopes to find out more information. It's different in different countries and will be significantly different. Whether it will save money we don't know.

Flooding survey conducted by Cllr Barrett and volunteer has been finalised and a copy to be sent to Cllr Otton.

District Councillor Cllr Nicky Willshire

Devolution

Mid Suffolk is looking at proposals in detail of any devolution plans. This should be an

opportunity for meaningful public sector reform to make a real difference to the quality of life of residents, not just a redrawing of council boundaries. Revisiting part 2 of planning policy and the announcement for additional help for some projects. Want to freeze council tax from District Council. Full briefing of Devolution Plan on Friday which I hope to take some notes to update you.

Cllr Barrett asks if the PC could provide feedback to Planning and Devolution plan
Cllr Willshire welcomed feedback. Cllr Barrett asked MSDC for more quality and better-looking properties, not necessarily with it being stuck in the past but good modern architecture and not the random building and architecture which shows no innovation or character which seems to be the current trend.

140125/05 Planning

- (a) All Councillor's noted that there are no planning application consultations to consider.
- (b) All Councillor's noted that there are no decisions relating to Hessematt made by MSDC since the last Parish Council meeting.
- (c) CIL balance is currently £3,368.64

140125/06 Clerk's Report & Administrative Duties

The Clerk advised that no decisions had been made under delegated powers since the last meeting.

140125/07 Finance & Governance

- a. All Councillors confirmed receipt of the finance report for the period Bank reconciliation: Cllr Richard Merryfield, as non-bank signatory, confirmed that from 26th November 2024 to 14th January 2025 the Premium account and bank statements reconciled.
- b. Bank reconciliation as presented and agreed to the bank statements for the Community account and the Premium account.
Reserves: Cllr Richard Merryfield confirmed at the meeting that the reserves account reconciles to the bank statements for the period 26th November 2024 to 14th January 2025.

Barclays Premium Account Reconciliation

Start Balance	£5208
Gross outgoing payments	£10,875
Gross Payments Received	£10,967
End Balance	£5300
Bank Statement Balance 01/10/2024	£5300

Barclays Community Account Reconciliation (Reserves)

Start Balance	£26,913.20
Gross outgoing payments (Transfers to Premium Account)	£19,518.30
Gross Payments Received	£8,810.38
End Balance	£16,205.28
Bank Statement Balance 01/10/2024	£16,205.28

c. Budget to Actual
BUDGET 2025-2026

CODE	TITLE	2024-2025	MAR-APR	FORECAST.....											
		BUDGET	ACTUAL	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN		
ADMINISTRATION															
1	STAFF COSTS	£ 8,500.00	£ 7,351.31	£ 344.40	£ -	£ 344.40	£ 1,696.85	£ 602.60	£ -	£ 860.80	£ 1,592.59	£ -	£ 991.2		
4	HALL HIRE	£ 100.00	£ 57.00	£ -	£ -	£ -	£ -	£ 30.00	£ -	£ -	£ -	£ -	£ 27.0		
5	MILEAGE	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -		
6	SUBSCRIPTIONS	£ 550.00	£ 554.71	£ 80.00	£ -	£ -	£ -	£ -	£ -	£ 214.00	£ -	£ -	£ 260.7		
7	STATIONERY	£ 100.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -		
8	TRAINING	£ 100.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -		
9	AUDIT	£ 400.00	£ 212.40	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 212.4		
10	INSURANCE	£ 476.33	£ 567.08	£ -	£ -	£ -	£ 567.08	£ -	£ -	£ -	£ -	£ -	£ -		
11	CHAIR'S EXPENSES	£ 30.00	£ 24.49	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 24.4		
12	VAT EXPENDITURE	£ 300.00	£ 1,496.32	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 775.20	£ -	£ 721.1		
13	SUNDRY	£ -	£ 5,229.60	£ 30.84	£ -	£ -	£ -	£ -	£ -	£ -	£ 5,186.20	£ -	£ 12.5		
14	CLERKS' REIMBURSEMENTS	£ 40.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -		
15	ELECTION	£ 400.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -		
16	CLERKS OFFICE EXPENSES	£ 312.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -		
	SUB TOTAL	£ 11,308.33	£ 15,492.91	£ 455.24	£ -	£ 344.40	£ 2,263.93	£ 632.60	£ -	£ 1,074.80	£ 7,553.99	£ -	£ 2,249.5		
SERVICES/ ACTIVITIES															
1	BIN EMPTYING	£ 200.00	£ 517.54	£ -	£ -	£ -	£ -	£ -	£ -	£ 517.54	£ -	£ -	£ -		
2	ENVIRONMENTAL MAINTENANCE	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -		
3	ALLOTMENTS MAINTENANCE	£ 250.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -		
4	GRASS CUTTING	£ 2,015.00	£ 2,310.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 2,310.00	£ -	£ -		
5	ANNUAL PLAYGROUND PARK INSPECTION	£ 75.00	£ 63.78	£ -	£ -	£ -	£ 63.78	£ -	£ -	£ -	£ -	£ -	£ -		
6	MISC PARISH MAINTENANCE	£ 1,000.00	£ 2,850.00	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ 2,850.0		
7	ASSET REPLACEMENT	£ 500.00	£ 1,255.60	£ -	£ -	£ 509.99	£ -	£ -	£ -	£ -	£ -	£ -	£ 745.6		
	SUB TOTAL	£ 4,040.00	£ 7,006.92	£ -	£ -	£ 573.77	£ -	£ -	£ -	£ -	£ -	£ -	£ -		
CHARITIES/ GRANTS															
1	RESERVES	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -		
2	CONTRIBUTION TO GENERAL RESERVES	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -		
	SUB TOTAL	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -	£ -		
	TOTAL	£ 15,348.33	£ 22,499.83	£ 455.24	£ -	£ 918.17	£ 2,263.93	£ 632.60	£ -	£ 604.40	£ 9,863.99	£ -	£ 8,541.5		
			£ 22,499.83												
			£ -												

All Councillors noted that the actual spend to 14th January 2025.

Precept

The Clerk sent a budget list via email prior to the meeting but unfortunately the Councillors had not received. These were examined prior to discussing the Precept. The Parish Council discussed the Precept for the coming year with the Clerk suggesting a 16% increase to keep the reserves in line with policy and to avoid future Precept hikes of a higher percentage level. The clerk pointed out that the PC have received a lot of grants/awards for projects this year and that this will not be guaranteed every year. The PC are also lucky that Cllr Pearson carries out a lot of maintenance and works which save the PC money, this is also not guaranteed and therefore funds should be in place to cover all maintenance and incidentals and a reserve of at least one year's budget is recommended.

The Chair was reluctant to increase the Precept by 16% and thought it was not needed, and he therefore recommended an increase of 10%. The Councillors decided on an increase of 10% on the Precept. The PC also recognised all the works that Cllr Pearson does and how much this saves on costs.

All Councillors noted the reserves report

- d. Councillors confirmed a full schedule of payments, supported by invoices and receipts and agreed to make the following payments by internet transfer:

PAYMENT	INVOICE/RECEIPT REF:	AMOUNT
Michelle Fisher	Clerks Salary Jan 2025	504.25
SALC Audit	Invoice 29044	212.40
SALC Membership	Invoice 5028	260.71
Glasdon UK LTD	2 x Dog Bins & Bag Dispenser & Fixing kits	894.73
GADD Brothers	Playpark wood chip	£3,432
Andrew	Receipts for petrol & for post mix concrete	£22.20 £8.00

Michelle Fisher	Reimbursement stationary: Calculator and pens	£12.56
Michelle Fisher	Clerks Salary for February 2025 to be paid 30 th Feb 2025	£504.25
HMRC	P30 for Jan 2025 P30 for Feb 18.40	£170.88 18.40

e. CIL Funding - £3,368.64

Councillors agreed payment for Dog Bins from CIL funding of 894.73 so total CIL Funding would be £2,473.91 as of today's meeting.

Councillors agreed to reserve £500 from CIL funds for SID camera for imminent future works, this would leave £1,973.91 in CIL funds.

140125/08

SID Management

SID in place and on its third charge of battery, this should improve in the summer as the battery would last longer. Chair asked whether we needed to set up a rota to change and charge the SID battery. Cllr Shaw and John were happy to continue to do this for now. The PC need to purchase locks for the SID as we are currently borrowing some from John.

The PC agreed to the purchase of locks for the SID camera.

The PC are reviewing positions for the second post and consulting with residents who may be affected by the placement of a post. We are consulting with John who is a Community Speed and Safety Officer and representative for Suffolk Highways.

140125/09

Allotments

The Clerk confirmed that we had received all allotment lease payments and that we currently had 3 allotment plots available to lease. The Clerk agreed to put this on the PC website. The Clerk confirmed that she had received complaints about an allotment holder and the PC agreed that the Clerk should write to the allotment holder reminding them of the lease agreement and of allotment plot use.

140125/10

Phone Box

Cllr Margaret Shaw updated on the Phone box information site. The artwork had been completed and the artist wondered whether the PC wanted to copywrite it. The PC decided to investigate copywrite further before making any decision. Cllr Shaw would confirm cost of works to date with the artist. The Councillors agreed a maximum budget of £500 for the art works. Cllr Shaw confirmed once the artwork is ready she will send it to the printers.

140125/11

Dog Bins

The Clerk and Cllr Shaw confirmed the receipt of the dog bins and dispenser. The Clerk agreed to add these purchases to the Assets register. The Chair would consult with Cllr Pearson on putting these assets in place.

140125/12

Flooding & Water Survey

Chair confirmed that this had been completed, and the PC should raise concerns with Suffolk County Council and send them a copy.

- 140125/13 Playground/ Park Maintenance & Repairs**
The playpark repairs are ongoing.
- 140125/14 Heath Maintenance/Hedges**
The PC recognise what a wonderful job Cllr Pearson and some volunteers did on the Heath and would like to extend our thanks.
The PC defer the issues of this Agenda item until the next meeting when Cllr Pearson returns.
- 140125/15 Community Compost**
The PC Continue to investigate suitable Compost Bins for the site.
- 140125/16 Councillors/Clerk to update PC on any meetings attended**
No meetings attended so no update

Next Meeting date confirmed as 18th March 2025 at 7.30pm.

The Council agreed the following items should be added to the next meeting Agenda

- **SID Management**
- **Allotments**
- **Phone box**
- **Dog Bins**
- **Playground**
- **Heath Maintenance**
- **Flooding**
- **Community Compost Project**
- **Specialist Accounts Software, Website and email provider, communication**
- **Community Plan**

The Chairman closed the meeting at 10.00pm

Signed as a true record by authority of the Council

Chair

