

**MINUTES OF THE SWEFLING PARISH COUNCIL MEETING 13TH NOVEMBER 2019 AT
7.30 PM IN THE VILLAGE HUT**

1. Attendance and apologies

Cllr John Stanley (Chair)
Cllr Martin Wyard (Vice Chair)
Cllr Jude Chin
Cllr Julia Kinsey
Cllr Annie Roger
Cllr Audrey Lummis
Cllr John Tesh

Apologies for absence

Cllr Stephen Burroughes
Cllr Maurice Cook

Also in attendance

Maureen Philpot (Clerk)

2. To receive declarations of interest and to consider requests for dispensations

None received

3. Public forum

- a) No public in attendance
- b) To receive a report from Cllr Stephen Burroughes (Previously circulated)
- c) To receive a report from Cllr Maurice Cook (Previously circulated)

A councillor asked which area do Swefling belong to for the Strategic Community Board and where will the meeting take place. A vote of thanks was given to Cllr John Stanley and Martin and Suzanne Wyard for the difficult job of distributing salt to the salt bins in the village.

Action: The clerk to contact Cllr Maurice Cook for the information that the Council require.

4. Minutes of the previous meeting

- a) The minutes of the Parish meeting held on 8th October 2019 (previously circulated) were proposed by Cllr Jude Chin and seconded by Cllr Audrey Lummis as a true and accurate record and signed by Cllr John Stanley (Chair). Cllr Julia Kinsey wanted a passage changed in question 9.

Action: The Clerk to word the Question to the Chair as follows: Cllr Julia Kinsey asked if the Council could acquire a quantity of Eco friendly lightbulbs to encourage villagers to use them and also to approach Cllr Maurice Cook for support.

5. Village Matters

- a) Update on mowing in the village.

Cllr John Stanley reported that Steve Smith and Andy Franklin will continue to carry out the mowing until next Summer and then they will definitely stop. The Chair also stated that he would approach James Rowe and Daniel Stephenson to do the mowing after next Summer and he would suggest a rota for them. Cllr John Tesh reported that the new hedge that was donated by the Woodland Trust doesn't look very healthy. It was decided to leave the hedge alone until Spring and then see what happens.

- b) Village Noticeboard. The Clerk reported that The Locality Budgets and Members Allowances have notified that £2,097.71 will be credited to the Community Account within the next ten working days. It was decided that as soon as the money was in the bank the new noticeboard would be ordered.

6. Finance

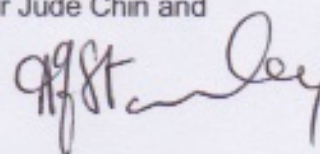
- a) It was agreed that the current reserves were adequate to cover and future costs or emergencies.

- b) Approve annual budget for 2020/21

The budget had been previously circulated and all were in agreement. Proposed by Cllr John Stanley and seconded by Cllr Martin Wyard.

- c) Approve precept for 2020/21

It was agreed to approve the precept as £3,331.38. Proposed by Cllr Jude Chin and



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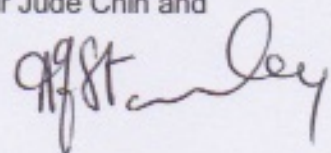
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seconded by Cllr Julia Kinsey.

c) Review Clerk's salary

The clerk stated that she was happy to stay at the current level of hourly pay.

d) Cheques to be signed,

Please find financial report at the end of the minutes Page 3, 4 and 5 Appendix 1

7. Correspondence

The following correspondence was received between 8th October 2019 and 12th November 2019:

There will be two posts per week from 25th November 2019 until the end of March 2020 about fly tipping. The Clerk has been asked to put these notices on the noticeboard and the website.

On the night of the 14th November 2019 the council has been asked to report how many rough sleepers there are in Sweffling.

A notice of Election was sent to the Clerk which has been put on the Website.

The Suffolk Disability Forum would be happy to come to a Parish Meeting to describe the Service they provide.

8. Question to the Chair

Cllr John Tesh said that the East Anglian Daily Times had reports of coastal erosion and he would like to ask Cllrs Stephen Burroughes and Maurice Cook what risk this would have on Sizewell C. He would also like more information about the wind farm sub-station.

9. To confirm meeting dates for 2020

All were happy with the proposed dates. These are at the end of the report page 6 Appendix 2.

There being no further business the Chair closed the meeting at 8.05 pm.

Appendix 1
Swefling Parish
Council
Budget for
2019/20

			Actual year to date	Anticipa ted future income/ spend	Varia nce
Cash brought forward		£4,661	£4,660.57		£0
<u>Receipts</u>					
	Prec ept	£3,300	£3,300.00	£0	£0
	Sundry receipts	£100	£23.98	£76	£0
		£3,400			
<u>Payments</u>					
	Clerk's salary	£1,480	£1,162.59	£317	£0
	Clerk's office expenses	£50		£50	£0
	Insurance	£460	£325.85	£134	£0
	SALC annual subscription	£150	£135.15	£15	£0
	SALC internal audit fee	£100		£0	£100
	SALC PAYE services	£80	£21.60	£58	£0
	Hut hire	£170		£170	£0
	Village sign repairs	£120	£108.00	£12	£0
	Mower costs	£120	£105.23	£15	£0
	Mower repairs	£150	£120.00	£30	£0
	External audit costs	£50		£50	£0
	Equipment safety inspection fee	£150	£125.93	£24	£0
	ICO registration	£35		£35	£0
	Councillors travel expenses	£100		£100	£0
	Sundry other	£185	£224.39	-£39	£0

		£3,400	£2,328.74	£971	£100
Cash carried forward		£4,661	£5,655.81		£4,761
Cash balances as of	Thursday 31st October 2019				
	Community account		£2,629.99		
	Business account		£3,996.61		
	Deposits not cleared				
	Cheques not cleared		£970.79		
	Book balance cash		£5,655.81		

**Sweffling Parish Council
Budget for 2020/21**

Receipts	Precept	
	Sundry	
Payments	Clerk's Salary	£1,585.00
	Clerk's Office expenses	£50.00
	Insurance	£326.00
	SALC Annual subscription	£150.00
	SALC PAYEE service	£80.00
	Hut Hire	£200.00
	Mower costs	£150.00
	Mower repairs	£150.00
	Equipment Safety inspection	£150.00
	Councillors travel expenses	£50.00