

Parson Drove Parish Council

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Minutes of a meeting of Parson Drove Parish Council

Held on 19th January 2022 at 19:00

Notices of the meeting were posted on the village notice board and on the council's website, giving members of the public the opportunity to participate.

In attendance were Parish Councillors: G Booth (Chairman), P Spriggs, P Williams, J Hunt, R Fowler and P Unwin.

Also in attendance was Clerk David Boyce.

Cllr G Booth Chaired the meeting and opened it at 19:02.

19/22. To receive the apologies.

The Council acknowledged the standing dispensation for Cllr Killingworth. No other apologies were received.

20/22. To consider any requests by Councillors for Dispensations.

It was noted by the Chairman that all councillors as Parish Cllrs held dispensation in respect to 22/22 on the agenda to be able to set the precept.

21/22. To collate Councillors Declarations of Interest.

No interests were recorded at this point. Councillors were reminded that they could declare an interest at any point in the meeting.

22/225. Accounts & Finance

22/22. a. The Council received and **approved** a Receipts & Payments Bank Reconciliation and Budget update report. The Clerk explained some of the variances, such as the outstanding invoices for the tree works in the Green and the Pond, the grass cutting invoices having not been received either and the Clerks salary being a month in arrears. The Clerk reported there was enough money to get through the rest of the financial year. The Bank reconciliation was agreed follows:

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31/12/2021

Opening balance 42765802	£76,073.40
Opening balance 05546583	£14,825.69
add receipts	£46,456.01
less payments	-£16,292.89
unpresented cheques	0
<i>Total</i>	£116,410.95
Current balance 42765802	£106,235.39
Current balance 05546583	£14,826.82
unpresented cheques	0
<i>Total</i>	£116,410.95
Line 8 check = £0	-£0.00
*Unpresented cheques	
<i>Total</i>	£4,651.26

22/22. b. The Council **agreed** to pay invoice for Clock service in The Cage (£264.00 including £44.00 VAT)

22/22. c. The Council considered and **agreed** on the Budget and Precept for 2022/2023 as follows:

Expenditure	Actual
Clerks Salary	£6,000.00
Clerks Expenses	£600.00
Insurance & General Admin	£2,400.00
Auditors Fees	£450.00
Grants & S137 Payments	£1,000.00
Cage Overhead Costs	£1,250.00
Churchyard Maintenance	£700.00
Street Lighting	£1,500.00
Clerk & Councillor Training	£500.00
Maintenance & Risk Management of Assets	£500.00
Maintenance of Trees & Hedges	£4,500.00
Parish Council Election Costs	£250.00
Grass cutting & maintenance open spaces	£4,650.00
Minor Highways Schemes	£4,000.00
Community Projects	£1,500.00
Total	£29,800.00

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Estimated Income	Actual
Bank Interest	£10.00
Concurrent Functions Grant FDC	£5,330.00
CCC grant for cutting roadside verges	£650.00
Garden & Allotment Rents	£3,150.00
Total Income	£9,140.00

EXPENDITURE LESS INCOME PRECEPT	£20,660.00
Previous years precept	£20,560.00
Increase %	+0.5%

The Council then discussed the funds that are unlikely to be spent by the end of the financial year, including the CoVID-19 related grants from Fenland District Council of £17,373.83. It was **agreed** to hold those funds in allocated reserves for the Cage to complete renovations, including an electric heating system for when it reopens and getting the door restrained, where it was also agreed to find a surveyor to price and estimate what works the Cage will need over the next ten years. It was **agreed** to hold the allocated reserves in Grants for the next financial year. It was **agreed** to hold the election monies toward the next Parish election. It was **agreed** to hold the community monies in allocated funds towards play equipment. It was **agreed** to hold the funds in the Minor Highways allocated reserve toward future PFLHI bids. During the process the condition of the trees was discussed and the Council **agreed** to seek a full tree report.

23/22. The Council **agreed** the date and time of the next full council meeting to be February the 9th 2022 at 19:00 in the Village hall.

The meeting was closed at 20:52