



SOMERSHAM PARISH COUNCIL

Minutes of the Parish Council meeting held at the Village Hall, Somersham on
Wednesday, 1st December 2021 at 7.30pm.

Present:

Councillors: J Caston (Chairman)
S Wright
T Hallett
S Whiting
J Rook

In Attendance J Blackburn – Clerk
County Cllr K Oakes

SPC1/011221 – PUBLIC FORUM

There were no members of the public present.

SPC2/011221 - APOLOGIES OF ABSENCE AND APPROVALS

Apologies had been received from Cllr Barrell and Cllr Caston-Cook which was approved.

SPC3/011221 – DECLARATIONS OF INTEREST

None had been received.

SPC4/011221 – APPLICATIONS FOR DISPENSATION

None had been received.

SPC5/011221 – APPROVAL OF THE MINUTES OF THE MEETING HELD ON 3RD NOVEMBER 2021

It was AGREED: That the Minute of the meeting held on 3rd November 2021 be approved and signed by the Chairman.

SPC6/011221 – COUNTY COUNCILLOR'S REPORT

Cllr Oakes' report had been circulated prior to the meeting and would be published on the village website.

Cllr Oakes stated that she had been pleased to see that Flowton Road had been re-tarmacked following its recent cracking. She confirmed that she would speak to the relevant people to ensure there was a long-term plan in place in keeping the road maintained. Unfortunately, it was known to be a perennial problem due to the badgers burrowing underneath it.

SPC7/011221 – DISTRICT COUNCILLOR'S REPORT

Cllr Field was not present at the meeting and a report had not been received.

SPC8/011221 – CLERK’S REPORT AND FINANCIAL MATTERS

a) TO RECEIVE THE CLERK’S REPORT

The Clerk wished to thank Cllr Oakes for her time recently by showing the Clerk around the village which included assets of the Parish Councils, facilities and areas of issue.

The Clerk raised the website with Members informing them that currently it was difficult to use and was not easy to navigate around. There were also areas that were not compliant with the Transparency Code.

She asked Members for their approval to move the website hosting over to Suffolk Cloud. They hosted websites for 130 Parish Councils and worked in line with Suffolk Association of Local Councils (SALC) to ensure all websites were compliant with the necessary regulations Parish Councils needed to adhere to. The cost of the website hosting would be £150 for the initial set-up, then £110 annually.

It was AGREED: That the Parish Council website move to Suffolk Cloud. **Clerk to action.**

b) TO RECEIVE THE CLERK’S FINANCIAL REPORT

The Clerk reported on the Council’s current financial position and movements since the last meeting. It was reported that the balance in the accounts on 23rd November 2021 was £58,489.13.

c) TO AUTHORISE PAYMENTS AND NOTE RECEIPTS

The Clerk reported the following payments be authorised:-

R Caird's Estate	Final Salary Payment	£84.96
HMRC (PAYE)	Final Tax Payment	£21.00
SALC	Payroll Service to end of 30.09.21	£27.00
Business Services at CAS	Insurance Premium	£247.49
ICO	Data Protection annual premium	£35.00

It was AGREED: That payments totaling £415.45 be authorised and actioned by the Clerk.

It was noted that no receipts had been received.

d) DRAFT BUDGET 2022/23

A general discussion took place in relation to the budget for 2022/23. The final loan payment for the Village Hall had now been paid. Donations for the Community Shop, The Duke of Marlborough and the Citizens Advice Bureau were agreed that funds would be needed for.

It was AGREED: That the Draft Budget for 2022/23 be approved.

e) REVIEW OF INTERNAL AUDITOR’S RECOMMENDATIONS – ACTION PLAN

The Clerk reported that looking through the Internal Auditor’s report for 2020/21 there were outstanding issues that needed to be rectified which she would do over the coming weeks.

The main item which needed immediate attention were the figures on the Annual Governance and Accountability Return which needed to be restated as per the report from the Internal Auditor.

The Clerk produced the Certificate of Exemption and also the Accounting Statements for 2020/21 with the restated figures.

It was AGREED: That the restated figures be approved and signed by the Chairman and the Clerk.

SPC9/011221 – PLANNING

No planning applications or decisions had been received.

SPC10/011221 - NEIGHBOURHOOD WATCH REPORT

The report had been received from the Neighbourhood Watch Coordinator which stated that the number of crimes reported in October 2021 in the Stowmarket area was 315. There had been no reported crimes in Somersham nor Willisham and Flowton and one reported incident in Offton of criminal damage.

SPC11/011221 – UPDATE ON QUEENS PLATINUM JUBILEE ARRANGEMENTS

Cllr Hallatt had produced a letter inviting all village groups to the public meeting on 19th January 2022 following the previous meeting.

It was AGREED: That the Clerk circulate the letter to all interested parties.

SPC12/011221 – UPDATE ON CHRISTMAS TREE

Cllr Rook reported that prices for Christmas Trees had ranged between £175 - £250 but he had sourced a large tree for £55 plus £5 delivery fee, which would be delivered the following day. He added that 900 lights had also been purchased at £19.99 (x3) of which batteries would be required.

SPC13/011221 – REPORTS FROM COUNCILLORS ON ANY MEETINGS ATTENDED

None had been attended.

SPC14/011221 – MATTERS TO BE BROUGHT TO THE ATTENTION OF THE PARISH COUNCIL

- Cllr Oakes expressed her thanks to Cllr Caston for the lovely written article in The Link about the late Rod Caird.

SPC15/011221 - DATE OF NEXT MEETING

It was AGREED: That the next meeting would be held at the Village Hall on Wednesday, 5th January 2022 at 7.30pm.

The meeting finished at 8.43pm.

Chairman: Dated: