

GREAT BRICETT PARISH COUNCIL

*Minutes of the Parish Council Meeting held on
Tuesday 25th April 2017 in Great Bricett Village Hall at 7.00pm*

Present: Cllr S Burnett, Cllr D Payne, Cllr R Craddock
In attendance: Vivienne Pratt (Clerk), 2 members of the public (H Fear)
Apologies: Cllr G Cooper

For information purposes - This meeting was arranged after the scheduled meeting of 28th March 2017 was cancelled due to unforeseen circumstances.

	Opening – The meeting opened at 7.00pm	
GBPC320/417	Receive apologies – Apologies had been received from Cllr Cooper (holiday), Cty Cllr Truelove	
GBPC321/417	Public Forum – One of the members of the public was introduced as Steve Phillips, the Lib Dem candidate in the upcoming elections. A member of the public attending wished to speak and was invited to do so by the Chair. Mrs Fear had emailed the Clerk prior to the meeting with details of a nasty traffic accident that had occurred in The Street, Great Bricett on 1st March 2017. Mrs Fear explained the circumstances of the accident and circulated photographs taken at the scene at the time of the accident. Mrs Fear asked the Council whether it might be possible to consider additional options for reducing speed in the village and proposed three options. A) Speed bumps b) mirror at entrance to The Green/The Street or c) reduction in the speed limit. The Clerk advised that only SCC are able to consider and reduce speed limits although the PC can try to influence the change. She advised that she had spoken with the Cty Cllr, Julia Truelove, who had been forwarded the original email and had taken an interest in this and was due to attend this meeting with an update but was not able to due to a death in her family. It was agreed that the Council would consider this at the next meeting and for the Clerk to add this to the agenda.	<i>Clerk</i>
	At this point, Mrs Fear left the meeting.	
GBPC322/417	To receive Report from District Cllr Whybrow – Copy circulated and to be uploaded to website. Dist Cllr Whybrow had advised prior to the meeting that he was due to attend subject to the meeting he was attending earlier that evening not overrunning.	<i>Clerk</i>
GBPC323/417	To receive Report from County Cllr Truelove - Copy circulated and to be uploaded to website.	<i>Clerk</i>
GBPC324/417	Minutes of the Parish Council Meeting held on 24th January 2017 - Decision - It was proposed and resolved to accept the minutes of the meeting held on 24 th January as a true record. The Minutes were duly signed by the Chair and will be updated on the website.	<i>Clerk</i>
GBPC325/417	To receive any dispensations, pecuniary or non-pecuniary declarations of interest from Members – None	
GBPC326/417	Co-Option of new Councillor – Applications had been received by two local residents, Nigel Ford and Richard Morley. It was discussed that Mr Ford is already a member of the Village Hall Management Committee and an active member of the community arranging social events. It was explained that Mr Morley is already the webmaster for the Village section of the website and was keen to join the Council and would have attended the March meeting although could not make this rescheduled meeting and had also sent apologies for the May meeting. The Clerk advised that he could still be co-opted or the decision could be left until the July meeting. Decision – It was unanimously agreed to co-opt both Nigel Ford and Richard Morley onto the Council without delay. Mr Ford completed the Members Acceptance form to be held on file by the Clerk and took the Declaration form to be returned within 28 days. Clerk to email Mr Morley with the forms for completion.	<i>Clerk Cllrs Ford & Morley</i>

GBPC327/417

Matters arising from the last Minutes – Clerk’s Report

- a) Adoption of BT Phone Box – Still awaiting consultation response from MSDC
- b) Street light in Lower Farm Road – The Clerk advised that MSDC is liaising with Retd Col Silk regarding the power supply. The Clerk advised that after the last meeting she had contacted Cllr Truelove to ask whether any grant funds might be available towards the cost of the new street light. She had been contacted by Cllr Truelove as a result of this approach and was delighted to inform that Cllr Truelove had very generously offered to fully fund the cost and installation costs for the new light. Mr Phillips (speaking as her representative) confirmed that this amount was earmarked within her budget.
- c) Footpath walk leaflets – The Clerk had been asked at the last meeting to get quotes for new leaflets but when she had called SCC, they had agreed to supply 500 free of charge which had been delivered and now in the Village Hall.
- d) Potential planning issue at Wildwinds – The Clerk advised that the potential problem had been reported to MSDC and is now being investigated by their enforcement officer.
- e) Cesspit remedial works – The Clerk advised that she had been made aware by the VHMC that there was a problem with the infilling of the old cesspit. The installers had been contacted and it was agreed that the original specification had not been followed and instead of infilling with concrete or hard core, it had been backfilled with dirt which had subsequently sunk. The contractor had agreed to re-do this work and had met on site with Nigel Ford and the Clerk and had reassured that the work was now done to the original schedule and confirmed that the work carries a five year guarantee should there be any future issue.
- f) Defibrillator installation and training – The Clerk advised that she had arranged with Needham Electrical to carry out the installation as agreed, however, despite visiting both premises prior to quoting, they had raised numerous queries during her recent holiday. She advised that the contact from NE had been virtually every day of her holiday and had got increasingly demanding to the point where they were requesting extra money and for her to make numerous phone calls which she was not able to do as she had no internet or phone coverage. As NE had already cancelled two previous installation dates, she had asked Nigel Ford to step in and obtain the units back from them. Nigel (as an electrical engineer) had realised that the cabinet for Base Garage was actually an internal one and not suitable for external use. The unit for the Village Hall is to be installed within the next week or so by another electrician and a supplier had been contacted for a quotation for an appropriate cabinet for the other defib. Nigel advised that the recent defib training had around 12 attendees and had been well received.
- g) Commemorative Plaque for Felix Wilding – The Clerk advised that she had contacted the family and had advised that the PC had agreed to allow them to install a plaque and had mentioned the potential refurb of the sign.
- h) Meeting dates for next 12 months – Website and parish magazine updated
- i) Fly tipping – The Clerk advised that she had received no response to the hand delivered letters or Newsletter insert.

GBPC328/417

Planning Applications

- a. For discussion and decision –
Revision to application not yet received from MSDC but drawing received from member of the public regarding an additional 3 no. units to be built at new development at Wixfield Park. To discuss action required (see attached drawing) – A lengthy discussion ensued regarding the nine units already approved and now being built and the drawing that had been published in error by MSDC for 12 units ie. an additional three units. It was agreed that this should be discussed when the Council receives revised consultation papers.
- b. Awaiting decision from MSDC –
 - 1. Erection of two storey side extension & single storey rear extension & single storey porch all following demolition of existing single storey buildings at 17 Little Hill, Great Bricett IP7 7DF - Planning Application 0955/17
 - 2. Proposed base station installation at CTIL_201393 to be located at Bricett Business Park, Pound Hill, Great Bricett, Suffolk, IP7 7DZ

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	<p>c. Decisions made by MSDC –</p> <p>i. Revisions to unit length and width dimensions; revisions to parking provision /configuration; provision of portable garage units; provision of pathway to south west perimeter; and adjustments to landscape treatment. Wixfield Park, the Street, Great Bricett, IP7 7DW - 0618/17. Application for a non-material amendment to planning permission 1252/1– Decision - GRANTED</p> <p>ii. Land to the south of Bricett Hall, The Street, Great Bricett - Construction of farm road and new vehicular access (previously approved under planning permission 1894/11) – Decision - GRANTED</p>	
GBPC329/417	<p>Naming of the street name for new properties being built in Wixfield Park – To consider the proposed street name of 'The Paddocks' re. letter received from MSDC. Decision – It was unanimously agreed that there is no issue with the naming and for the Clerk write to MSDC advising</p>	<i>Clerk</i>
GBPC330/417	Accident in The Street, Great Bricett on 1st March – Discussed under public forum section. It was agreed to add this to the next agenda	<i>Clerk</i>
GBPC331/417	<p>Annual meetings – To consider and determine who to invite, format, timings and refreshments required. Decision – It was agreed to invite all invitees from last year but that no refreshments are required this year in between meetings.</p>	<i>Clerk</i>
GBPC332/417	<p>Adopted Policies & Procedures – Annual review of the following – Standing Orders Financial Regulations Effectiveness of Internal Audit Internal Audit Plan 2017-18 Financial Risk Assessment & Statement of Internal Control Decision – It was unanimously agreed to re-adopt these policies with no amendments and the policies were duly signed by the Chair.</p>	
GBPC333/417	<p>Appointment of Internal Auditors – Subject to above agenda item, to determine whether to continue with appointment of Heelis & Lodge as Internal Auditors. Decision – It was unanimously agreed to continue with Heelis and Lodge for the next financial year.</p>	
GBPC334/417	<p>Village Sign & Noticeboards – (deferred from last meeting) To consider and determine maintenance options and budgetary implications (quotes circulated prior to the meeting). It was commented that both noticeboards require refurbishment and since the resignation of Cllr Hines, another option would need to be found. It was also discussed that the Village sign is a valuable asset to the village and needs to be refurbished to prevent further deterioration. Decision – It was agreed that the Clerk contact the Village Sign People to establish whether the quotation is still valid and for an idea of timescales involved. It was agreed that the cost of this work should come out of the Council's reserves as a one off repair. Cllr Craddock offered to obtain a quotation for the refurbishment of both noticeboards.</p>	<i>Clerk</i> <i>Clerk</i> <i>Cllr</i> <i>Craddock</i>
GBPC335/417	<p>Budget 2017-18 – To finalise and sign off budget as discussed at January meeting. Decision – It was unanimously agreed that the budget be published per the draft version supplied</p>	<i>Clerk</i>
GBPC336/417	<p>Asset Register as of Year End – To review asset register and finalise for year end. Decision – It was unanimously agreed that the asset register be published per the draft version supplied</p>	<i>Clerk</i>

<p>GBPC337/417</p>	<p>Finance – The Clerk provided updates on the following –</p> <p>a. The Clerk advised that a Precept amount of £4,875 was received from MSDC on 6th April 17 (first of two payments)</p> <p>b. The Clerk advised that the VAT reclaim for period 1/1/16 to 31/12/16 for £428.89 had now been received</p> <p>c. Payments against budget and Year-end financials – The Clerk had circulated the income and expenditure for the financial year 2016-17 together with the year-end return and auditor paperwork to be completed. The expenditure for the year was under budget at £9,528 and the receipts for the year higher than anticipated at £10,246 and the year-end closing bank balance was £16,313.47. The year-end Bank Statements were verified by the Chair. The figures were agreed and the year-end return duly completed by the Chair.</p> <p>d. Clerk’s Finance Report - The Clerk reported on the Council’s current Financial and budget position and movements since last meeting. Total funds held @ 18th April were £21,239.63.</p> <p>e. Authorisation of Payments - The Clerk confirmed that, as there had been no meeting since January (due to the cancellation of the March meeting), she had emailed and received replies from three Cllrs approving the payment of the cheques that had been due to be signed at the cancelled meeting. She advised that all these payments had been expected and were included in the budget. The Clerk presented new payments for authorisation as well as the invoices for checking for the cheques that had been signed in between meetings that valued £1354.92. Decision - Payments totalling £350.35 (new invoices) and £1,354.92 (old invoices) were authorised and cheques signed - Clerk to action.</p>	<p><i>Clerk</i></p>
<p>GBPC338/417</p>	<p>Village Hall Management Committee Report –</p> <p>1. To consider and determine VH Condition report (draft circulated prior to the meeting) and inspection requirements for VHMC. It was discussed that there needs to be an ‘earlier warning system’ for repairs required to the Village Hall in order to budget and forecast appropriately. The process for reporting repairs and obtaining an appropriate contractor was also discussed.</p> <p>Decision – It was unanimously agreed to proceed with the Condition report as per the draft. It was also agreed that this report is required at least twice a year and that one must be forwarded by the end of October each year in order that the Council has enough notice to include in the following year’s budget, a draft of which is prepared for the November meeting. It was also agreed that under no circumstances must any work be carried out to the Village Hall without the prior notification and approval of the Parish Council. All of the above is required to prevent what might appear to be a relatively minor issues becoming much more serious and expensive issues.</p> <p>2. To consider quotations for roof and chimney repairs and determine action required. The Clerk had circulated emails and photographs prior to the meeting with regard to the advice of the builders following site visits. She explained that there had been confusion as to the ‘dividing line’ between the two semi-detached properties and, as requested, had been in contact with the neighbour, Mr Meldrum. She had also circulated an email received from Mr Meldrum about this contact and advised that, although she had encouraged him to obtain his own advice and quotes, unfortunately, Mr Meldrum had been ill and had been in hospital. The advice from the two builders called by the Clerk is that the damage to the VH internal ceiling is quite considerable and has been caused by the very rotten wood above on the roof which is marked by a white piece of wood running down the tiles. It had been confirmed by Mr Meldrum that this part of the roof belonged to his property rather than the VH side and that he had advised that the roof had been in this condition for many, many years.</p> <p>Decision – The Council unanimously agreed that the issue must be investigated further and that a letter must be sent to Mr Meldrum requesting that he seeks his own advice from a surveyor or builder prior to the Annual meeting on the 23rd May. The Clerk was also asked to contact the Insurers to establish their opinion with regard to a neighbour’s responsibilities.</p> <p>3. To consider action required re. broken window in Village Hall – The Clerk advised that she had been advised by the VHMC that one of the windows had</p>	<p><i>Clerk</i></p> <p><i>Clerk</i></p> <p><i>Clerk</i></p>

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	<p>been shattered a few days before Easter.</p> <p>Decision – It was agreed that the Clerk should obtain quotations for the repair, one of which should be from the original window suppliers, Wade Windows.</p> <p>During this agenda item, the Clerk advised that approximately half her hours are currently being spent on work for the Village Hall, which is higher than anticipated but within her agreed hours.</p>	<i>Clerk</i>
GBPC339/417	<p>Clerks Update re. urgent decisions since the last meeting – The Clerk advised that she had increased the sum assured value for the Village Hall to £200,000 as recommended by Loss Adjusters last year. This was due to have been discussed during the March meeting and was an additional premium of £30 per annum, however, the insurers had explained that any future claims might be reduced by the same percentage as they believed the Hall was undervalued (previously £134k).</p>	
GBPC340/417	<p>Correspondence for Information - The Information Folder for Councillors to read, sign and return was circulated containing –</p> <ol style="list-style-type: none"> 1. Letter from MSDC with May 2017 Town & Parish liaison meetings 2. Emma from MSDC regarding CIL payments 3. Open Space Consultation (deadline 19th April) 4. Email update from Tesco Bags for Help scheme 5. Email re. Community Speed signage 6. Temporary traffic order for The Street (18-21 April) 7. Update re Better Broadband for Suffolk 8. LAIS from SALC re. Living Wage 9. Local Councillor Magazine by SALC Spring edition 10. Email from SALC re. Beacons of Light Nov 18 11. Email from Fresh Start charity 12. Email from SALC re. War memorials grant scheme 13. Bosmere Focus Liberal Demograph Mar newsletter 14. Email from member of the public re. Allotments & subsequent response 15. Email re. national plant monitoring scheme 16. Email from Jo Churchill MP re. Broad band voucher scheme <p>The folder from the last meeting was not returned to the Clerk – please bring to next meeting</p>	<i>Cllrs</i>
GBPC341/417	<p>To consider the exclusion of the public and press in the public interest for consideration of the following items - None</p>	
GBPC342/417	<p>Matters to be brought to the attention of the Council -</p> <ol style="list-style-type: none"> i. Cllr Payne mentioned the bad state of repair of the Bus Shelter by the Mace shop and whether any action can be taken. The Clerk advised that this is not a Parish Council asset. Cllr Payne to establish who owns the bus shelter. ii. Cllr Payne mentioned that, since fencing work had been carried out at the rear of Releet Close by the MOD, the old panels had not been removed. He explained that he was currently handling this complaint. 	<i>Cllr Payne</i>
	<p>Date of Next Meeting - The date and time of the next meeting is the Combined annual meeting of the Parish starting at 7.00pm followed by Parish Council Annual Meeting - 23rd May 2017 - Great Bricett Village Hall</p> <p><i>Meeting closed at 9.50pm</i></p>	

Chairman *Susan Burnett*

Date *23.5. May*

Great Bricett Parish Council

Clerks Finance Report - 25.4.17

Total Funds prior to Meeting - £21,239.63

Clerks report on the Councils current financial position and movements since the last report

Bank Bal	Minute No.	Date	Chq No	Payee	Desc	Amount	Power to Pay	
Community Account (Current)								
Payments agreed at last meeting								
	GBPC313/117	16/12/2016	100932	V Pratt Dec salary	Clerk salary Dec 16	-£284.34	LGA 1972 S111	
	GBPC313/117	21/12/2016	100933	Community Heartbeat	Defibrillator (using last years grant)	-£1,902.00	LGA 2000, s2 & 4	
	GBPC313/117	15/12/2016	100934	SALC	Clerk Info day 7/12/16	-£19.20	Local Government Act 1972, s.133	
	GBPC313/117	30/11/2016	100935	David Windle	3 x Grass cuts & 1 x hedge cut	-£170.00	Local Government Act 1972, s.215	
	GBPC313/117	17/01/2017	100932	V Pratt Jan salary	Clerk sal Jan 17	-£259.62	LGA 1972 S111	
	GBPC313/117	17/01/2017	100933	V Pratt Jan & Dec expenses	Clerks exps Dec & Jan	-£61.50	LGA 1972 S111 & 112	
					Cheques approved last meeting	-£2,696.66		
Receipts since last meeting								
		23/01/2017		HMRC	VAT refund	£428.89		
		06/04/2017		MSDC	Half precept	£4,875.00		
					Receipts since last meeting	£5,303.89		
Payments made since last meeting								
£8,611.80	Balance prior to meeting							Power to Pay
Cheque not paid in yet		15/02/2017	100936	SCC	Street lighting maintenance and charges	-£51.17	Parish Councils Act 1957 s.3/ Highways Act 1980 s.301	
		20/02/2017	100938	V Pratt	Clerk Feb salary	-£321.44	LGA 1972 S111	
		21/02/2017	100937	Community Action Suffolk	Add. Premium to add defibs to ins	-£30.30	LGA 2000, s2 & 4	
		23/02/2017	100937	Community Action Suffolk	VH Annual insurance	-£417.67	LGS 1972 s. 133	
		20/03/2017	100938	V Pratt	Clerk Mar salary & holiday pay	-£420.34	LGA 1972 S111	
		20/03/2017	100938	V Pratt	Clerk Exps Feb & Mar 17	-£114.00	LGA 1972 S111 & 112	
					Total Payments	-£1,354.92		
Payments for approval this meeting								
		25/04/2017	100939	Heelis & Lodge	Annual audit fee	-£66.00	LGA 1972 S112	
		25/04/2017	100940	V Pratt	Clerk Apr salary	-£284.35	LGA 1972 S111	
					Total Payments for approval	-£350.35		
£8,210.28	New balance if payments approved							
Active Saver								
£12,627.83	Balance brought forward from last meeting							
					Receipts since last meeting	£0.00		
£12,627.83	Balance prior to meeting							
Prepared by - Vivienne Pratt 18.4.17								
Clerk & Responsible Finance Officer								

Great Bricett Parish Council - Payments 2016-17

Ref No	Date	From/Received from	Inv No	Change No	Amount Total for year	Clarks salary	Subs	Grass Cutting	Street Lighting	Insurance	General Contingency fund	Speed watch	1137 donations	Chair allowance	Audit	
3	28/05/2016	ICO		00	-135.00		-135.00									
4	28/04/2016	V Pratt sal (chq total £669.26)		100917	-628.00	-628.00										
5	28/04/2016	V Pratt exps (chq total £669.26)		100917	-666.71		-666.71									
6	24/02/2016	SALC (chq total £213.16)		100918	-629.00		-629.00									
7	23/02/2016	SALC (chq total £213.16)	18951	100918	-612.00											
8	25/04/2016	SALC (chq total £213.16)	18971	100919	-618.00										-618.00	
9	24/02/2016	SALC (chq total £213.16)	17960	100919	-613.16											
9	24/02/2016	V Pratt salary (chq total £669.26)		100917	-628.00	-628.00										
10	24/02/2016	V Pratt exps (chq total £669.26)		100917	-666.71		-666.71									
11	26/07/2016	V Pratt June sal - chq total £650.67		100921	-628.77	-628.77										
12	26/07/2016	V Pratt June exps - chq total £650.67		100922	-612.00											
13	27/06/2016	V Pratt June exps - chq total £650.67	GBPC11	100921	-622.76											
14	26/07/2016	V Pratt July exps - chq total £650.67	GBPC12	100921	-628.70											
15	26/07/2016	V Pratt July salary - chq total £650.67		100921	-669.64	-669.64										
17	17/08/2016	All Services	200304	100923	-617.00											
18	31/08/2016	Vienna Pratt (sal)		100927	-629.26	-629.26										
19	31/08/2016	Vienna Pratt (exps)	GBPC15	100927	-611.70											
20	27/08/2016	QTY (insurance excess)		100924	-61,000.00											
22	02/08/2016	David Windle	2.8.16	100935	-650.00											
23	10/08/2016	BOO Stop Hayward	1231805	100936	-612.00											
24	24/08/2016	Vw Pratt (Sept exps)		100937	-629.44										-629.44	
25	24/08/2016	Vw Pratt (Sept sal)		100937	-629.44	-629.44										
26	26/08/2016	Vw Pratt (Casphalt reimbursement)		100938	-620.00		-620.00									
27	19/09/2016	Speedax Measurement Systems	31718	100939	-624.54											
28	16/08/2016	Community Action Suffolk	V11272004 1985	100930	-6187.74					-6187.74					-6187.74	
29	24/02/2016	Vw Pratt (Oct exps)		100931	-629.44		-629.44									
30	24/02/2016	Vw Pratt (Nov exps)		100931	-629.44		-629.44									
31	22/11/2016	Vw Pratt (Nov sal)		100931	-629.44		-629.44									
32	22/11/2016	Vw Pratt (Nov exps)		100931	-629.44		-629.44									
33	01/12/2016	CAS Website hosting		00	-650.00					-650.00						
34	16/12/2016	V Pratt Dec salary		100932	-628.34	-628.34										
35	21/12/2016	Community Heartbeat	386	100933	-61,900.00											
36	15/12/2016	SALC	18485	100934	-618.20											
37	30/11/2016	David Windle	30/11/2016	100935	-6170.00											
38	31/03/2017	V Pratt Jan salary		100932	-629.62	-629.62										
39	17/03/2017	V Pratt Jan & Dec expenses	GBPC16	100933	-661.30											
41	15/03/2017	SCC	3237648	100936	-651.17											
42	30/03/2017	V Pratt Feb salary	Feb 17	100938	-6292.44											
43	21/02/2017	Community Action Suffolk	V11272004 1983	100937	-620.30											
44	23/02/2017	Community Action Suffolk	VH	100937	-6417.67											
45	20/02/2017	V Pratt Mar Salary & Holiday pay	01/03/2017	100938	-6420.34											
46	20/02/2017	V Pratt Expn Feb & Mar 17	20/03/2017	100938	-614.00											
					-69,528.47											
					YTD Total	-63,620.53	-6,327.16	-649.00	-642.64	-648.71	60.00	-629.62	60.00	-638.00	-638.00	-638.00
					Budget	-63,000.00	-6,122.00	-620.00	-645.00	-670.00	-600.00	-630.00	-615.00	-630.00	-630.00	-630.00
					Diff against budget	662.53	205.16	-70.00	23.64	68.71	60.00	60.00	23.00	15.00	8.00	8.00

Village Hall repairs/maint.	Village Hall major repairs	Wifi / Phone line at Vht	Defib	Street Light fund	Grass fund	Staffing reserve	Training	Events	Clarks Exp	Total Gross Payments	YTD Net Element	Details	Net Total Payment								
										-635.00		Data protection fee	-635.00								
										-628.00		Clarks salary & training Apr	-628.00								
									-644.80	-646.71	-61.91	Clarks exp Apr	-644.80								
										-629.00		SALC Membership	-629.00								
										-612.00	-62.00	SALC AGM 8/5 amend	-610.00								
										-618.00	-63.00	Clarks info day 9/3/16	-615.00								
										-6183.16		Annual subs SALC & SALC	-6183.16								
										-6280.00		Clarks sal & training May	-6280.00								
										-661.68	-60.67	Clarks exp May	-661.68								
										-6400.00		Donation to Queens 50th event	-6400.00								
										-6289.77		Clarks sal & training June	-6289.77								
										-6162.00	-637.00	Dog & litter bin emptying	-6135.00								
										-620.45	-62.31	Clarks exps June to vac	-620.45								
										-628.03	-60.67	Clarks exps July	-628.03								
										-6209.64		Clarks salary July	-6209.64								
										-6170.00		Casphalt emptying	-6170.00								
										-6207.26		Clarks Aug salary	-6207.26								
										-641.03	-60.67	Clarks exps Aug	-641.03								
										-61,000.00		Casphalt replacement 1st excess	-61,000.00								
										-620.00		Grass care - 5 grass cuts & 1 hedge	-620.00								
										-6120.00	-620.00	External audit 2015-16	-6100.00								
										-629.44	-60.67	Clarks exps Sept 16	-628.73								
										-6269.44		Clarks sal Sept 16	-6269.44								
										-6200.00		Clarks reimbursement of additional hours - Casphalt claim	-6200.00								
										-635.94	-65.82	Survey for CW Speedgun	-635.94								
										-6187.74		PC insurance renewal 16-17	-6187.74								
										-6269.64		Clarks sal Oct 16	-6269.64								
										-6137.77	-60.67	Clarks exps Oct 16	-6137.77								
										-6209.64		Clarks sal Nov 16	-6209.64								
										-628.73	-60.67	Clarks exps Nov 16	-628.73								
										-690.00	-610.00	Website hosting	-690.00								
										-6284.34		Clarks salary Dec 16	-6284.34								
										-63,902.00	-6317.00	Defibrillator (using last years grant)	-61,585.00								
										-619.20	-63.20	Clarks info day 7/12/16	-615.00								
										-6170.00		3x Grass cuts & 1 hedge cut	-6170.00								
										-6259.62		Clarks sal Jan 17	-6259.62								
										-661.50	-61.34	Clarks exps Dec & Jan	-660.16								
										-651.17	-68.55	Maint & Care for street light	-642.64								
										-6221.44		Clarks sal Feb 17	-6221.44								
										-620.30		Asst. Premium to add defibs to ins	-620.30								
										-6417.67		VH Annual Insurance	-6417.67								
										-6420.34		Clarks sal Mar	-6420.34								
										-6112.66		Clarks exps Feb & Mar	-6112.66								
										-610,242.00			-69,320.00								
										-695.00	60.00	-6300.00	61,285.00	-6200.00	-6150.00	-6300.00	-6269.00	-6100.00	-6124.76	-6713.53	-6407.57

Great Bricett Parish Council - Year End Overview Income for 2016-17

Ref No	Date	Payee/Received from	Account	Comment	Precept & CTSG	Bank Int	Grant	Refund	Total Receipts
1	24/04/2016	MSDC	Current		£4,750.00				£4,750.00
2	21/04/2016	MSDC	Current		£71.06				£71.06
16	26/07/2016	Suffolk County Council	Current	Queens 90th Birthday street party			£200.00		£200.00
21	01/09/2016	MSDC	Current		£4,750.00				£4,750.00
40	23/01/2017	HMRC	Current	VAT refund				£428.89	£428.89
	30/12/2016	Barclays	Deposit	Bank interest		£46.17			£46.17
					£9,571.06	£46.17	£200.00	£428.89	£10,246.14
				Budget	£9,571.06	£0.00	£0.00	£0.00	£9,571.06
				Difference	£0.00	£46.17	£200.00	£428.89	£675.06

Great Bricett Parish Council - Year End Financials 2016-17

Bank Account Info		Receipts Summary		Payments Summary	
Community Saver - Opening bank balance as of 1/4/16	£3,014.13	CTS	£71.06	Clerks Expenses	£604.24
Community Saver Bank balance as of 31/3/17 - £5040.55 less unrepresented cheques of £1354.92 (refs 41-46)	£3,685.63	Bank Interest	46.17	Subs	£327.16
Active Saver - Opening bank balance as of 1/4/16	£12,581.66	Grants	£200.00	Grass Cutting & Ground maint	£430.00
Active Saver - Bank balance as of 31/3/17	£12,627.83	VAT refund	£428.89	Street Lighting	£42.64
Balance of both accounts as of 1/4/17	£16,313.46	Sub total	£746.14	Insurance	£635.71
		Precept	£9,500.00	Speed Watch	£29.62
		Receipts total	£10,246.14	Chairman Allowance	£10.00
				Audit	£100.00
				Asset main	£305.00
				VH repairs	£1,000.00
				Defib	£1,585.00
				Training	£31.00
				Events	£400.00
				VAT	£407.57
				Sub total	£5,907.94
				Clerks Salary	£3,620.53
				Payments total	£9,528.47

Overview for year 2016 - 2017	
Opening Bank Balance	£15,595.79
Total receipts	£10,246.14
Less Payments total	£9,528.47
Starting balance plus Receipts less Payments made	£16,313.46

The above figures will be reflected in the Annual Return as detailed below: (figures rounded up as required for the auditors)	
Brought forward bank balance	£15,596.00
Precept	£9,500.00
Other receipts	£746.00
Salaries	£3,620.00
Payments	£5,907.00
Closing balance	£16,315.00

Chairman's Signature _____ Date _____

V Pratt, Clerk & RFO _____ Date _____

Prepared by V Pratt, Clerk & RFO
Apr-17