

Poslingford Parish Council



Minutes of Poslingford Parish Council Meeting

Date 20th March 2024, 18:30

Meeting held at Stansfield Village Hall

Attendees: Parish Councillors Martin England, Marc Allison, Annie Jone, Kathy Priestley and Rachel Stebbing.

County Councillor: Bobby Bennett

District Councillors: Karen Richardson

Chris Turner (Clerk to the Council)

The Chair, Martin England welcomed those present. Apologies received from Parish Councillor June Mansfield.

Parishioners Comments. No parishioners present.

County Councillor and District Councillors Reports.

County Councillor Bobby Bennett. Report received and can be accessed via Parish Council website. The potholes in Hillside are due to be fixed. Any potholes/highway issues need to be reported via the Suffolk County Council Highways Reporting Tool (<https://highwaysreporting.suffolk.gov.uk/>) the more a site is reported the more chance it will get done. Problems with Anglian Water working adjacent to Roadside Nature Reserves was discussed. District Councillor Karen Richardson- Report received via e mail (see website). Additionally, the locality budgets have now been agreed and funds are available for projects.

Meeting then closed and moved on to the PC meeting.

Councillors confirmed that they had no pecuniary or non-pecuniary interests in items on the agenda.

1. Minutes of our last meeting held on 10th January 2024. These were unanimously accepted as being in order. Copies were signed by Chairman.
2. Matters arising from minutes. We need to look at purchasing a speed monitoring machine (see Item 6 below). Further comments were made updating the position of various matters outstanding. These were all agenda matters details below.
3. Financial Reports
 - (a) Accounts to 13th March prepared and were all in order. Current balance is £8800.81, and this was reconciled against the most recent bank statement and signed off.
 - (b) Payment due are shown in the table at the end of this report. The TOPS invoice

covers a 12-month period.

4. Grass Cutting. We have been in contact with Ecomow re a change to the grass cutting we are responsible for. The price may be higher than current contractor and we do need to check the VAT position, however it is likely to be a more personal service and ecologically beneficial. The council decided that the Chair and Vice Chair would decide based on the above, and standard of current mowing.
5. Parish Cemetery. The Parish Cemetery need attention and a general tidy. Councillor Allison is dealing with this and will get quotes. It is likely that funds will be requested from the locality budget to help with this.
6. Traffic Issues/Speedwatch- We need to purchase a sign for measuring and logging speeds of passing traffic. We may need financial help and again will be asking our County and District Councillors for help. We will need the sign to located in appropriate position and Councillor England will investigate.
7. Asset of Community Value Allotments. This is being progressed by Councillors Allison, England and Jones. More information is needed, and forms completed before this can be submitted.
8. Councillors' comments. There was a brief discussion about "ownership of ditches" and the responsibility of cutting back brambles/hedges etc. and the Parish Cemetery.
9. Audit Issues for year end 31 March 2024. The end of financial year is approaching, and some housekeeping action required for Audit purposes. We are an exempt authority but need to complete a certificate and require an Internal Auditor, we are to appoint SALC again to deal with this.
 - (a) Asset Register reviewed and updated to include marquee. Signed off by Chair.
 - (b) No amendments to the Standing Orders and Financial Regulations.
 - (c) The Financial Risk Assessment was discussed, no amendments needed and was signed by Chair and Clerk.
 - (d) The clerk had completed an Internal Control Statement, for the year to 31st March, and this again was reviewed and signed
 - (e) The Councils policies on the following subjects were reaffirmed. Code of Conduct/Complaints procedure/Electronic Comm Policy/Equal Opportunity Policy/Freedom of Information and Access Request Policy.
 - (f) Confirmation that the clerk does not require a pension and a completed Declaration of compliance has been completed
 - (g) The clerk was re-appointed as Responsible Financial Officer (RFO) for the Council.

Date of next meeting 12th June 2024 at Stansfield village hall at 18:30. Further meetings are scheduled for 3rd September 2024 and 4 December 2024.

C Turner, Clerk to Poslingford Parish Council

Accounts of Poslingford Parish Council as of 20 March 2024

Lloyds Bank current account on 31 December 2023	£8915.81
Income for period 1 January 2024 to 20 March 2024	
TOTAL Income in period	£0.00
Payments for period 1 January 2024 to 20 March 2024	
Information Commissioner's Office (ICO)	£40.00
Wreath for Remembrance Day	£25.00
Donation to Suffolk Air Rescue Service (SARS)	50.00
TOTAL Payments in period	£115.00
Lloyds Bank current account on 31 December 2023	£8800.81
Payments Due in current quarter	
One Suffolk website security certificate	39.00
TOPS grass cutting (for 2023. Inclusive of £277.00 VAT which will be reclaimed).	1662.00
HMRC Clerks Wages PAYE to 31 March 2024	65.60
Clerks Wage to 31 March 2024	282.00