

Sudbury Parish Council

Rachel Male, Clerk and Responsible Finance Officer
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Minutes of the Parish Council Meeting held at 7.30pm, Monday 21st March 2022

Present: Cllr. West, Cllr. Ingram, Cllr. Beeston, Cllr. Milton-Haynes and Cllr. Jones.

In attendance: Clerk, Rachel Male, County Cllr. Bull and members of the public.

In the absence of a Chair, Cllr. West chaired the meeting.

01.03.22 To receive apologies for absence

Apologies received from Cllr. Bozier and Derbyshire Dales District Councillor J. Allison

02.03.22 Variation of Order of Business

None.

03.03.22 Declaration of Members Interests

None.

04.03.22 Public Speaking

County Cllr. Bull updated the Council on the following:

Speed Activated Signs (SIDs) – Parish Councils can buy their own SID. Funding is available.

The system for reporting issues to County has now changed. Please see the website for more details.

Football club gave an update re the use of the field and that the area is being re-seeded.

Several members of the public raised their concerns on the Minerals Local Plan.

05.03.22 To approve the minutes of the Parish Council meeting held on the 21st February 2022

The minutes were agreed to be a true and accurate record, proposed by Cllr. Jones seconded by Cllr. Ingram and signed by the Cllr. West.

06.03.22 To consider a resolution to close the meeting for public participation under the Public Bodies (admission to meetings) Act 1960

Not Required.

07.03.22 Derbyshire and Derby Minerals Local Plan – Proposed Draft Plan

The above public consultation was discussed.

All members of the public and Council are encouraged to attend the drop-in session at Foston and Scropton on Wednesday 6th April to find out more information on the above plan.

Sudbury Parish Council are planning to meet with Foston and Scropton Parish Council to discuss this matter before comments are submitted (deadline 29th April).

Clerk to advertise the drop-in session around the village.

Following the meeting on the 6th April, the Council will look to hold an Extra Ordinary Meeting before comments are submitted.

Residents were asked to send a copy of their objections to the Clerk.

08.03.22 Report from the Clerk on on-going matters

Notice Board

Notice board next to the Parish Council board is in need of either repair or replacement. Cllr. Bozier believes someone may replace for the Council – no update.

Puddle on Main Road (outside Bowling Green)

Clerk continues to chase DCC regarding the large puddle that appears when there is heavy rain. DCC Cllr. Bull will chase with County.

Minute Number: 10.02.22 Queen's Jubilee event update and request for funding

The Clerk has asked for a breakdown of the group's expenditure.

Minute Number: 11.02.22 Clerk's laptop

The Clerk will order a new laptop shortly.

Village advertising signs

The Clerk reported that Sudbury Estate are planning to replace the signs both ends of the village shortly.

09.03.22 ICO Registration (to consider and agree ICO Registration at a cost of £35 per year) RESOLVED to register with ICO (GDPR and Data protection).

10.03.22 Finance – Income and Payments to 21st March 2022

To approve the income and payments since the last meeting up to and including 21st March 2022. All invoices were available for inspection (attached at the end of the minutes).

RESOLVED that all income and payments as submitted be agreed.

11.03.22 To confirm and agree accounts to 28th February 2022 including budget appraisal.

RESOLVED that the accounts and budget appraisal as submitted, be agreed.

12.03.22 Mowing tender 2022 2023 To consider quotations received and agree Contractor for 2022 2023

Only 1 quotation received. **RESOLVED to accept the quote (£1250 per cut, ending 31.03.2023). The Clerk will carry out the necessary paperwork.**

13.03.22 Queens Jubilee To note and consider ideas for Derbyshire Dales District Council Queen's Jubilee Fund.

RESOLVED to apply for the £500 grant available to Parish Council's and pass the money on to the group organising.

14.03.22 Village Planters To consider cost for filling 2 planters by the Sudbury village signs either end of the village.

RESOLVED to spend a total of £100 on plant for the planters. Clerk to arrange permission with DCC.

15.03.22 Wildflower planting To consider options and costs for wildflower planting and verges.

Cllr. Milton-Haynes updated the Council on the plans for the wildflower planting around the village.

16.03.22 Planning matters to be considered

(a) 22/00191/FUL PROPOSED DEVELOPMENT: Detached garage, balcony to rear of dwelling and erection of fence - LOCATION: 28 Sudbury Park Sudbury Ashbourne Derbyshire. **NOTED.**

17.03.22 Date of the next meeting – Annual Parish Council Meeting 16th May 2022

NOTED.

18.03.22 Exclusion of the Press and Public RESOLVED that pursuant to Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the Meeting due to the confidential nature of the business to be transacted.

19.03.22 Correspondence (EXEMPT) *Email from a member of the public regarding a memorial tree.*

Cllr. West will speak with the Estate to see if they can suggest a suitable location.

20.03.22 Clerk Salary Review

RESOLVED to increase the Clerk's salary as AGREED.

21.03.22 Meeting closed 20.56

Sudbury Parish Council - 21.03.2022

Agenda Item: 10

Payments made since last meeting (21.02.2022)

22.02.22	035	Rowtype Printers	Sketch printing	BACS	£ 125.00
24.02.22	036	HMRC	Tax	BACS	£ 34.20
25.02.22	037	R.Male	Salary	BACS	£ 136.36

Payments to authorise

		2Commune	Website maintenance		£ 330.00
		Rowtype Printers	Sketch Printing		£ 125.00
		Sudbury Estate	Car Park Rent		£ 550.00
				Total	£ 1,300.56

Income since last meeting (21.02.2022)

No income since last meeting.

Sudbury Parish Council

Bank Reconciliation as at 28th February 2022

Opening balance as at 1st April 2021		£ 10,173.86
Payments since 1st April 2021	£ 6,355.38	
Receipts since 1st April 2021	£ 8,283.26	
		<u>£ 12,101.74</u>
Bank Balance as of 28th February 2022		£ 12,101.74
	Difference	£ -

BUDGET APPRAISAL 2021/2022 28.02.2022

Expenditure	Set Budget	Total payments YTD	Forecast to Year-end	Total Forecast to Year-end	Variance to Budget	Notes	Proposed Budget 2022/2023
Village							
Playing Field Mowing	£1,500.00	£1,210.00	£0.00	£1,210.00	£290.00		£ 1,500.00
Footpath Mowing	£100.00	£0.00	£0.00	£0.00	£100.00		£ 100.00
Mower Insurance + maintenance	£1,000.00	£586.41	£100.00	£686.41	£313.59		£ 1,000.00
Misc Repairs & Vandalism	£1,000.00	£0.00	£0.00	£0.00	£1,000.00		£ 1,000.00
Village Upkeep/Events	£750.00	£0.00	£0.00	£0.00	£750.00		£ 1,000.00
Sudbury Estate Rent	£1,100.00	£550.00	£550.00	£1,100.00	£0.00		£ 1,100.00
Administration							
Clerk	£2,200.00	£1,894.17	£200.00	£2,094.17	£105.83		£ 2,300.00
Adminstration	£2,200.00	£1,263.20	£900.00	£2,163.20	£36.80	Office 365/Room Hire/Stationery/LAPTOP	£ 2,000.00
Sudbury Sketch	£750.00	£556.00	£127.00	£683.00	£67.00		£ 750.00
Projects							
New Bins	£250.00	£0.00	£0.00	£0.00	£250.00		
Gibb Lane Car Park	£500.00	£0.00	£0.00	£0.00	£500.00		
S137 Donations	£500.00	£150.00	£0.00	£150.00	£350.00		£ 1,000.00
Contingencies							
Election Contingency	£1,000.00	£0.00	£0.00	£0.00	£1,000.00		£ 750.00
Travellers	£2,600.00	£0.00	£0.00	£0.00	£2,600.00		£ 3,000.00
General	£2,258.00	£0.00	£0.00	£0.00	£2,258.00		£ 2,771.30
VAT		£145.60					
	£17,708.00	£6,355.38	£1,877.00	£8,232.38	£9,621.22		£18,271.30
	minus VAT	£6,209.78		£8,086.78	£9,391.40	£17,478.18	

INCOME	PREDICTED	Actual	Forecast to Year-end	Proposed Budget 2022/2023
Year end balance	£ 9,250.00	£10,173.86		£9,775.30
Precept 21/22	£7,178.00	£7,178.00	£0.00	£7,178.00
Reclaim Mowing 20/21	£230.00	£0.00	£518.00	£518.00
Rent	£800.00	£800.00	£0.00	£800.00
VAT 20/21	£250.00	£305.26	£0.00	
General		£0.00	£0.00	
	£17,708.00	£18,457.12	£518.00	£18,271.30

Bank Balance 01.04.21	£10,173.86
Outgoings since 01.04	£6,355.38
Income since 01.04	£8,283.26
	£12,101.74
Bank balance 28.02.22	£12,101.74
	RECONCILED
Predicted Balance at year end	£10,742.74