

# Assington Parish Council

## Clerk's Report September 2021

### Agenda item 2 Councillor Dispensation.

If there is an item for which you have an interest you will be unable to take part in discussion or vote in a resolution. If you wish to have your request for dispensation considered please write to the Clerk ahead of the meeting stating the reasons why you should be given dispensation.

### Agenda item 6 Routine Correspondence.

If you wish to discuss an email forwarded that does not appear on the agenda please raise.

### Item 7 Clerk's Report

Action	Who	Complete
Approach the village hall committee to discuss further seating for the playing field.	ST	
Remove the tired banner in support of the NHS	HW	
To ask Babergh District Council if one large dog bin could be supplied rather than 2 small ones, and also to ask if an additional dog bin could be supplied rather than litter picking equipment as the locality already have this	Clerk	✓
Purchase of gift for auditor Clerk to check if this is permissible use of Council funds. No	Clerk	✓
Boxford Neighbourhood plan Clerk to forward email to HW	Clerk	✓
Purchase book Book Local Council Administration. Arnold Baker.	Clerk	✓
Complete return for audited accounts to PKF Littlejohn and post on website	Clerk	✓
Insert Hyperlinks for planning applications in future agendas	Clerk	
Contact District council re name for the road at the new Orchard development	Clerk	✓
Purchase speed equipment	AH	✓
Review Financial controls when we have trialled internet banking	all	
Attend meeting with SCC Highways Clerk to suggest meeting point Village Hall car park	AH, BT	✓
Amend budget to remove bank loan and interest	Clerk	✓
Contact charities to gain bank details so that Parish Council can donate	Clerk	✓
Reclaim VAT	Clerk	✓
Update Asset Register	BT/Clerk	✓

Purchase of book Local Council Administration. We now have two copies of the book. The first arrived water damaged, so I complained and was sent a second copy and told to keep the first.

Assington Parish Council

<b>BANK RECONCILIATION AT 31 August 2021</b>	
Barclays community account	100
Barclays business premium	79198.65

**Transactions since last meeting**

You will note that the Precept payment has arrived and also the VAT has been reclaimed and we have banked £1300 from crowd funding.

Date	Who	Paid	Received
26/7/21	Babergh Council, Judicial Review	-5950	
26/7/21	Community Action Suffolk *bill from 29/10/2019	-60	
26/7/21	HMRC	-70.42	
26/7/21	Christine Hargan salary	-821.36	
26/7/21	Cheques total Crowd funding Judicial Review		850.00
26/7/21	Mr Andrew Hill - re Amazon/ speed gun and batteries	-169	
26/7/21	Mr Andrew Hill - re Amazon/ battery charger for speed gun	-27.19	
27/7/21	WAVE water bill	-42.94	
29/7/21	Information Commissioner's Office, Data Protection paid by DD	-35	
30/7/21	Donation to Sudbury Citizen's Advice	-100	
5/8/21	Lexis Nexis for Arnold Baker Local Council Administration book	-149.9	
27/8/21	Donation Judicial Review		200
27/8/21	Donation Judicial Review		250
31/8/21	HMRC VAT reclaim		1030.41
13/9/21	Precept		5000
6/9/21	Interest		2.02

	2021-22	
	Budget	YTD
<b>Income</b>		
Grants	331.40	167.00
Bank Interest	10.00	4.01
Other	360.00	3,735.21
CIL	0.00	12,685.60
Precept	0.00	10,000.00
VAT Repayment	0.00	1,030.41
<b>Total Income</b>	<b>701.40</b>	<b>26,591.82</b>
<b>Expenditure</b>		
<b>Staff Costs</b>	2,900.00	-1,880.80
Admin	1,550.00	0.00
Donations	600.00	-900.00
Street Lighting	375.00	0.00
CIL	0.00	0.00
Insurance	350.00	0.00
Inspection	0.00	0.00
P3 Scheme	360.00	0.00
Licensed Footpaths	175.00	0.00
Contingency	500.00	0.00
<b>Maintenance</b>	630.00	0.00
Allotments / Conserva	655.00	-42.94
<b>Neighbourhood Plan</b>	1,500.00	-1,355.00
VAT Paid	0.00	0.00
<b>Total Expenditure</b>	<b>9,595.00</b>	<b>-4,178.74</b>

### Outstanding Payments

WAVE £6.06

Donation to Boxford School £50

Salary Christine Hargan £626.56 = average 5.7 hours per week.

Agenda Item 9 Planning

There are no additional Planning items to discuss.

Addresses for the Orchard development were forwarded by the developer. No explanation by Babergh District Council on why we were not consulted regarding naming of the new roads.

Agenda item10 Insurance to be decided.