Sutton Heath Parish Council

# Annual Parish Meeting Minutes

|  |  |  |  |
| --- | --- | --- | --- |
| **Date** | Monday 15th May | **Present** | **Attendees** |
| **Time** | 19:00 | Cllr L Chalklen | Stirling Askew (Military Liaison) |
| **Location** | Barnsdale Community Centre | Cllr N Ward | Cllr James Mallinder (ESC) |
|  |  | Cllr A Betteridge |  |
|  |  | Cllr S Hadley |  |
|  |  | Cllr E Prokopowycz |  |
|  |  | Cllr M Thomas |  |
|  |  | Cllr M Merriam |  |
|  |  | V Daly (Parish Clerk) |  |
|  |  |  |  |

### Minutes of last Annual Parish Meeting dated 9th May 2022

Cllr Chalklen opened the meeting and gave everyone a warm welcome. A copy of the minutes from the previous meeting held on the 9th May 2022 had previously been circulated and signed.

### Income and Expenditure 2022/2023 and Precept 2023/2024

Mrs. Daly explained the income and expenditure for the period of April 2022 – March 2023. Copies of the bank statements and bank reconciliation were available for inspection and were all found to be in order.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Precept 2022/23 and Actuals as at 31.3.2023 | | |  | Precept | Actual |
|  |  |  |  | 2022/23 | 2022/23 |
|  |  |  |  |  |  |
| Income | Precept |  |  | 9,750.00 | 9,750.00 |
|  | Other |  |  |  | 1,197.60 |
|  | Bank Interest |  |  |  | 60.22 |
|  | Donations for Blossom Charity & SPCF | |  |  | 1,897.18 |
|  | Prior Year VAT Refund |  |  |  | 382.48 |
|  |  |  |  |  |  |
|  |  |  |  | 9,750.00 | 13,287.48 |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| Expenses | P clerk salary incl Domestic Allowance | |  | 3,470.00 | 4,365.85 |
|  | P clerk expenses |  |  | 650.00 | 1,655.31 |
|  | Training |  |  | 150.00 | 430.00 |
|  | Hall rental |  |  | 630.00 | 600.00 |
|  | Newsletter/website |  |  | 500.00 | - |
|  | Insurance |  |  | 750.00 | 470.83 |
|  | Parish events |  |  | 100.00 | 1,625.00 |
|  | Election |  |  | 100.00 | - |
|  | Professional fees/subs |  |  | 750.00 | 667.41 |
|  | Charitable donations |  |  | 500.00 | 2,342.38 |
|  | Equipment |  |  | 1,750.00 | 3,918.04 |
|  | Muga |  |  | - | - |
|  | Other |  |  | 400.00 | 1,915.93 |
|  | VAT |  |  |  | 140.16 |
|  | Interest |  |  | - |  |
|  | Sub Total |  |  | 9,750.00 | 18,130.91 |
|  | Surplus for the Year |  |  | - | - 4,843.43 |

Expenses were over the original plan of the precept however due to having an excess in the reserve accounts it was voted to provide tea towels in celebration of her late majesty’s platinum jubilee and also the purchasing of disco equipment. Training was another addition expense as a new clerk was hired and required to do the requisite SALC courses. Money was saved on printing the newsletter due to a sponsorship with a local business.

The precept for 2023/2024 was agreed in November – confirmed in January and had now been paid into the account at the end of April. A budget does need to be prepared for this as it was agreed to be the same amount as the previous year to reflect the cost of living crisis however the actual budget was not voted on or noted in the minutes. Mrs. Daly is tasked with overviewing the finances and creating a budget for the precept amount for the year 2023/2024.

### Parish Council Chair’s Report

This time last year I was saying how things were calming down post Covid and we were reflecting on the turmoil of the previous 2 years.  Since then, we have all learnt to come to terms with the new normal, we have seen the Covid Keepers and the `thank God for no more zoom quizzes`.  I can't believe it`s now been 3 years since we were told to `stay at home`. But also 3 years since I took the role of Parish Chair, I am sure I only said I would do it for a year!!

But here I am now going into yet another term and looking forward to it as I do every year, I really look forward to continuing to meet our residents and try to help and support those that live here.

It's always been a great passion of mine to make a community rather than its just somewhere to live. With the support and dedication of the Parish Councillors, the Events team and dedicated families it has made my job easy.  So I would like to say a massive thank you to all, but also thank you to Andrew Reid and James Mallinder who continues to work alongside us to help make Sutton Heath a fab place to live.

So what have we done:

* The 1st aid course successfully ran
* Recycling Bins Installed
* New Charity Nominated
* Said goodbye to our Parish Clerk, but luckily she didn't go far and has stayed on as a councillor and Gave a warm welcome to Victoria line our new clerk
* Arranged for vouchers to help residents with the cost of living by providing a warm drink and some food from poppies
* Replaced the damage nets on the basketball court
* Helped restart the choir

What are we doing:

* 2nd 1st aid course to be arranged to help out Emergency Plan into operation
* Memorial Stone in process of being made for the Community Garden
* NEW basketball back boards to be installed
* SHPC fete to be organised for July
* DJ set up purchased to be able to hire it out, but also to be able to teach anyone interested in learning how to DJ.

And finally, I want to say another massive thank you to Adelle and her team on the Events Committee for all the hard work and dedication to making sure that Sutton Heath is an amazing place to live! I am looking forward to my 2023 term

### Residents Forum

No residents were in attendance at the meeting and no questions were asked.

### Date of next Annual Parish Meeting: Monday13th May 2024

The date of the next annual parish meeting is set for Monday 13th May 2024.

The chair called the meeting to a close at 7:30 pm.

Signed: …………………………………….. …………………………………………..

Chair Parish Clerk

Date: ………………….………………….. ………………………………………….