

**KPC 129-03**  
**MINUTES OF THE MEETING OF KEDINGTON PARISH COUNCIL**  
**TUESDAY, 18<sup>th</sup> JULY 2023**  
**HELD IN THE MEETING ROOM, PARISH COUNCIL OFFICE, ARMS LANE, KEDINGTON**

**Present:** Cllr Ann Naylor (Chair)  
 Cllr Terry Wheeler (Vice-Chair)  
 Cllr Ross Standeven  
 Cllr Jeffery Potter  
 Cllr Peter Deeks  
 Cllr Kris Woodley

**In attendance:** John Boxall (Parish Clerk)

**Also in attendance:** West Suffolk Councillors Marion Rushbrook and Karen Richardson and four parishioners.

**1. Acknowledge agenda items of interest to members of the public present.**

None.

**2. Welcome and Apologies.**

The Chair welcomed everyone present. There were no Apologies from Parish Councillors. Apologies were received from Suffolk County Councillor David Roach for personal reasons and from West Suffolk Councillor Nick Clarke by West Suffolk Councillor Rushbrook.

**3. Co-option of Parish Councillor.**

The Parish Council had received an application for co-option from Mrs Lynda Woodward, to return as a Parish Councillor. Chair confirmed that all Parish Councillors had received copies of the application form. There were no questions from the Councillors and they subsequently agreed unanimously to co-opt Mrs Woodward as a Parish Councillor. The Declaration of Acceptance of Office form was signed by Mrs Woodward in the Clerk's presence outside the meeting.

**4. To receive members' declarations of Disclosable Pecuniary Interests and Other Registerable Interests in accordance with the Local Government Association Model Councillor Code of Conduct (and section 106 of the LGFA 1992) and receive any applications for dispensations on agenda items.**

None declared.

**5. Councillors who were present to agree as a true record the minutes of the meeting of Kedington Parish Council held on 20<sup>th</sup> June 2023.**

Councillors confirmed they had received a copy of the minutes and had read them. A resolution was put forward by Cllr Potter and seconded by Cllr Wheeler to agree the minutes of the meeting of Kedington Parish Council held on 20<sup>th</sup> June 2023 as a true record. There were no other resolutions; unanimously agreed. Chair signed the minutes outside the meeting.

**6. Receive visitor's reports and reports from District and County Councillors.**

Cllr Richardson advised that with regards to the planning application by Karro for a solar panel farm in Little Wratting Parish, it is outside their Ward and our Parish but comment can still be made on the planning portal. They are also happy to aid communications between us and Great Wratting Parish Council, who will likely be the voice for Little Wratting on this, if needed. Chair advised we have received that application, see agenda item 15.1.a.

Cllr Rushbrook advised that the Community Chest Funding is open again. Councillors have previously been sent details of this by the Clerk.

**ACTION**

Cllr Rushbrook further advised Council with regards to the planting at the Anglian Water site. She is continuing to chase Anglian Water for a resolution to this.

Chair advised Council that Cllr Roach has advised her that Highways were due to be meeting with Bloor Homes regarding the sunken soakaway and footpath on the St Pauls Drive estate. She hasn't had an update about that meeting yet.

## **7. Financial Statements: Receive budget statements and any other financial reports and consider action.**

### **7.1 Review and verify budget statements.**

Chair confirmed that Councillors had received the relevant documents. A resolution was then put forward by Cllr Wheeler and seconded by Cllr Potter to verify the bank reconciliation, the list of payments and receipts and the net position (ANNEX 1). There were no other resolutions; unanimously agreed.

ANNEX 1

### **7.2 PAYE quarterly payment.**

Clerk advised that the 2023-2024 Quarter 1 PAYE payment totalling £2,609.41 was made on 10<sup>th</sup> July 2023. This is for the Clerk and the Village Cleaner's PAYE and Employee National Insurance contributions and the Parish Council's Employer National Insurance contributions.

### **7.3 VAT quarterly refund claim.**

Clerk advised that the 2023-2024 Quarter 1 VAT claim totalling £1,089.50 was submitted on 10<sup>th</sup> July 2023 and was received into the Barclays account on 14<sup>th</sup> July 2023.

### **7.4 Ratify payments to Suffolk Association of Local Councils for Councillor's training.**

Clerk asked Councillors to ratify by a resolution the following payments relating to their training:-

- £144.00 inc VAT on 26<sup>th</sup> June 2023 for Councillor Basics training for Cllrs Deeks and Woodley.
- £108.00 inc VAT on 26<sup>th</sup> June 2023 for Councillor Finance training for Cllrs Naylor, Deeks and Woodley.
- £36.00 inc VAT on 6<sup>th</sup> July 2023 for Councillor Finance training for Cllr Potter.

A resolution was put forward by Cllr Potter and seconded by Cllr Standeven to ratify these payments. There were no other resolutions; unanimously agreed.

### **7.5 Discuss and approve payment of Clerk's expenses.**

Clerk advised that his expenses from 24<sup>th</sup> March 2023 to 17<sup>th</sup> July 2023 inclusive amount to £80.17 as ANNEX 2 attached. Clerk suggested that the £43.65 mileage be paid from the Clerks Expenses budget and the £36.52 for padlocks, chain and bolts be paid from the Asset Maintenance budget. A resolution was put forward by Cllr Wheeler and seconded by Cllr Deeks to agree these payments. There were no other resolutions; unanimously agreed. Claim form signed by Cllr Naylor as Chair of the Parish Council.

ANNEX 2  
Clerk

### **7.6 Ratify payment to Workwear Express for new winter coat for Village Cleaner.**

Clerk asked Councillors to ratify by a resolution the payment of £73.05 on 10<sup>th</sup> July 2023 to Workwear Express for a new high visibility winter jacket for Mr Brownlow. This was received on Thursday 13<sup>th</sup> July 2023 and given to Mr Brownlow on Monday 17<sup>th</sup> July 2023. A resolution was put forward by Cllr Standeven and seconded by Cllr Woodley to ratify this payment. There were no other resolutions; unanimously agreed.

## **8. Grants.**

### **8.1. Uptake.**

#### **a. Kedington Community Association.**

Clerk advised that £500.00 had been paid on the 26<sup>th</sup> June 2023 towards the purchase of a new projector and thanks have been received from Steve Brown both verbally and by an email stating "Please pass on our grateful thanks to the Parish Council for the grant towards a new projector at the Centre. Their support is much appreciated."

Clerk further advised that Cllr Roach has submitted paperwork for a grant of £500.00 towards the projector also. You should hear something from County Council in due course.”

Cllr Deeks expressed how grateful they are to both the Parish Council and Cllr Roach for their support that will enable them to buy a new laser technology projector that will be of benefit to many groups and organisations in the parish.

## 8.2. Applications.

### a. St Peter & St Paul Church.

An application had been made for a grant towards the cost of the insurance and electricity for the Church for this financial year, 2023/2024. This was emailed to Councillors on the 14<sup>th</sup> July 2023 as was a reminder of the relevant minutes from the meetings on 17<sup>th</sup> May 2022 and 21<sup>st</sup> June 2022 for a similar £500.00 grant application towards the cost of the insurance. On that occasion the Council had granted £500.00.

Following a discussion amongst Councillors it was agreed that the Council wants to support the Church because it provides services to the community but the Clerk will ask for the following information before a decision is made:-

Clerk

- Clarification of the amount of money held in the “restricted” funds and how the Church accesses it, as mentioned by Mrs Farrant at the previous meetings.
- A copy of the Church’s latest bank statement(s).
- A copy of the previous year’s accounts.
- Clarification of how much the grant application is for.
- How will the Church fund this expenditure if a grant is not given.
- Will there be a reliance in the future for similar grants.
- Will it be a regular yearly application.
- Will there be another three-year deal applied for in March 2024 and how will this be budgeted for.
- When will the grant be needed by the Church.

Item to be deferred to the next meeting on 19<sup>th</sup> September 2023.

## 9. Clerk’s report: Discuss and agree action on Clerk’s Report and correspondence received.

### 9.1 Signatories for Barclays account.

Cllr Potter advised that he has received the Barclays PIN, PINsentry card reader and the card and is able to authorise payments. Following a discussion Councillors agreed that Cllr Woodward should resume authorising payments as she is still a signatory. Cllr Wheeler asked to be removed from being a signatory.

Clerk

### 9.2 Kedington Community Centre EV Car Charger Points.

Clerk advised that on 22<sup>nd</sup> June 2023 he received an email from Derek Raine of the Kedington Community Association stating “Suffolk County Council have changed the charging scheme for the EV-chargers in the Centre. The KCA Committee will have to make the final decision but in the interim following some discussion we have decided not to proceed with the new arrangement as too expensive and to turn off the car park chargers from 1 July. For the record, current costs were around £270 per year + electricity and income was £40.” The chargers have been turned off. Cllr Deeks advised that the Kedington Community Association are looking at other options, including having only one charger.

### 9.3 D-DAY 80.

Clerk advised that on 23<sup>rd</sup> June 2023 he received an email from Cllr Wheeler stating “The legion committee are more than happy to collaborate with D-Day 80. As regards D-Day on the 6<sup>th</sup> June, because it is mid-week and some work, we probably will not take part on the day, unless it is at the church and some may attend. However, we have pencilled in the Saturday for some form of celebration or recognition.”

**9.4 20's Plenty for Suffolk.**

Chair advised that Cllr Roach has confirmed that Suffolk County Council are not progressing this and that Suffolk Police will not enforce it. As far as she is aware nowhere in Suffolk has a blanket 20mph limit. Cllr Richardson advised that most of the surrounding villages are supporting the campaign including Cavendish and Stradishall and maybe Clare too. Following a discussion amongst Councillors a resolution was put forward by Cllr Woodley and seconded by Cllr Standeven to join the campaign. There were no other resolutions; unanimously agreed.

Clerk

1953 hrs, at this time Cllr Standeven left the meeting.

**10 Play Equipment.****10.1 Receive defect reports (if any); agree action.**

Clerk confirmed that Councillors had received the reports that were emailed to them on Friday 14<sup>th</sup> July 2023. They relate to inspections carried out on 19<sup>th</sup> June 2023.

Clerk advised that with regards to the Old School Field report, he sent an email to Tim McGhee, the West Suffolk Council inspector, on the 23<sup>rd</sup> May 2023 advising him that at its meeting on 16<sup>th</sup> May 2023 the Parish Council had considered the need for additional fencing in the hedge in the fenced off area and had decided that it isn't required. Clerk therefore doesn't know why this is still in the "Findings Information" section of the report. Chair advised that the inspection report states to "monitor effectiveness of hedge in preventing children accessing road from play area", however she has spoken to the new person who put the report together and has been told the issue is also about stopping vehicles coming off the road through the hedge and into the play area. Chair will clarify this as the Council may have to reconsider its decision and the wording on the inspection report be amended.

Chair

Clerk advised that with regards to the loose top bolt on the cross scales/overhead see saw, he removed that bolt yesterday and also found a part of it with the nut on it that had snapped off the bolt. Looking at the rust on these, it looks like this damage occurred quite some time ago. Clerk purchased a pack of new bolts yesterday (see item 7.5) to replace the snapped bolt. However, he was unable to do so because the guide tube that the bolt should go through that sits inside the metal post is out of alignment with the holes in the post that it should also go through. Clerk thinks this is because the post has moved slightly and it is this that probably caused the original bolt to snap in the first place. Following a discussion amongst Councillors it was decided to remove the seats to render the cross scales unusable and to have it repaired.

Clerk

Cllr Potter advised that he has previously cleaned off the graffiti and the one item that now has graffiti on it has happened since then. He will clean off any existing graffiti again.

Cllr Potter

Cllr Woodward raised the issue of the enclosed play area on Old School Field needing a clean. Clerk advised that Wayne Blackman has been tasked with this and will do it once he has finished other work allocated to him; rubbing down and repainting/restaining benches, bins and a notice board.

**11. Environmental / Grounds Maintenance matters.****11.1 Watermill Field.**

Clerk reminded that Council had previously agreed by a resolution to purchase 500 daffodil bulbs at a cost of £44.00 inc VAT for planting later this year. Clerk advised that he has ordered these bulbs but it will be at a reduced cost of £41.99 inc VAT and an invoice will be sent once the bulbs have been dispatched.

## 12. Highway/Footpath/Street Furniture matters.

### 12.1 Youth Shelter.

Clerk advised that he has asked Wayne Blackman if he would quote to sand the bench down and paint it in Hammerite and to give his advice regarding any repairs/maintenance that may be needed to the structure of the youth shelter and the bench itself. Clerk advised that it is on Mr Blackman's to do list.

### 12.2 Bus shelter at entrance to Westward Deals.

Councillors had a discussion around having a bus shelter at this location and others around the village but agreed to carry it forward to the next meeting pending how much s.106 funding may be available from the Limes development. Chair advised that this funding will not be available until 2024 at the earliest. Chair advised that in the meantime she will make enquiries with residents in that area to see what their thoughts are. Chair will report back to Council at the September meeting.

Chair

Clerk advised that he has asked Wayne Blackman to rub down and repaint the bench at this location and paint the white sides of it in black paint suitable for painting onto cement/masonry. Clerk advised that it is on Mr Blackman's to do list.

### 12.3 Street Furniture Report actions.

Clerk advised that this work to rub down and paint the benches, the Westward Deals noticeboard and the bins is also on Mr Blackman's to do list.

### 12.4 Silver Street Park bridges.

Clerk advised that Land Registry enquiries reveal that ownership of the bridge at the Silver Street entrance to the Park is unregistered. Suffolk County Council have previously advised that it is not on a highway maintained by them.

Clerk advised that he has received an email from Suffolk County Council regarding the Highways report he submitted about the bridge at the School Road entrance to the Park. The report was closed as it was assumed to be a duplicate report of the one concerning the bridge at the Silver Street entrance. The email said that both reports have been sent to the assessment officer to double check the response.

Clerk has sent an email chasing an update to this to establish ownership and/or responsibility for the bridge at the School Road entrance.

Cllr Richardson suggested contacting the Environment Agency to see if they can assist with ownership of the two bridges.

Clerk

### 12.5 The Baulk footpath.

Cllr Deeks advised that, whilst it is clear to walk through the Baulk, towards the top of the footpath it is dangerous underfoot, with hundreds of branches laying on it.

Cllr Wheeler reminded that years ago the Parish Council had it edged with concrete and installed an asphalt path. He stated that there is now debris covering the footpath. Cllr Wheeler also stated that 5 or 6 years ago the Parish Council paid someone to clear the footpath. Chair advised that she is against doing that and the issue with that is that once we start clearing the footpath we then take responsibility for it.

Chair clarified that it is classified as a footpath and not a pathway and reminded Cllrs that it is the responsibility of Suffolk County Council to maintain this footpath.

Clerk reminded Cllrs of an email he sent to them on 23<sup>rd</sup> June 2023 advising that in previous emails and reports to Suffolk County Council about the Baulk footpath, they make reference to it being Kedington Footpath 018 and state "the County Council carry out two cuts of public rights of way routes that are on our cutting schedule". It is therefore a public right of way footpath maintainable by them.

Clerk advised that if the Council starts maintaining property that it doesn't own and someone hurts themselves on it, then there could be an issue with insurance cover and a claim against the Parish Council. Clerk advised that if it is felt that the footpath is dangerous to use then the correct way to deal with it is to put a report on the Suffolk County Council Highways

Reporting tool, it is their responsibility to maintain it, not the Parish Council's. This can be done individually by Councillors and/or by the Parish Council. The Clerk advised he will assist any Councillor who wants to submit a report.

#### 12.6 Litter bin Arms Lane.

Clerk advised that the bin was ordered on 27<sup>th</sup> June 2023 at a higher cost of £245.94 inc VAT and delivery and it was paid for that day. The bin was delivered on 14<sup>th</sup> July 2023. The Clerk spoke with Ross Van de Zande yesterday, 17<sup>th</sup> July 2023, and he agreed to fit the bin. He suggested a 4"x4" wooden support post and fittings will cost approximately £40.00 plus his labour. The bin was installed earlier today by Mr Van de Zande and he has been asked to send an invoice to the Clerk.

Following a discussion around how much Councillors wanted to allow for the fitting of the bin and the Clerk asking Councillors to ratify the increase payment for the bin itself from £186.00 +VAT totalling £223.20 to £245.94, a resolution was put forward by Cllr Deeks and seconded by Cllr Woodward to ratify the payment and to agree a maximum £100.00 payment to Mr Van de Zande. There were no other resolutions; unanimously agreed.

The bin has been added to the Asset Register with a value of £186.00 net. The previous bin has been removed from the Asset Register.

Clerk

#### 12.7 Steps on Haverhill Road.

Clerk advised that with regards to the set of steps that Land Registry reveals are owned by Trundles Ltd, the ones opposite White Horse Road, he has chased a response from Trundles via their accountants who have replied "Thank you for your email. I am sure Trundles have the letter and will revert in due course."

In addition, Chair has had a response from Suffolk County Council to a Highways report confirming that these steps are maintained by Suffolk Highways but don't meet the criteria set out in their Highways Maintenance operational plan.

As Suffolk County Council have accepted maintenance responsibility Clerk will cease chasing Trundles unless they reply.

Clerk advised that Havebury have conducted remedial work on the other set of steps outside 26 Haverhill Road; removing the wooden hand rail and some loose bricks. Follow on work is to be scheduled.

### 13. Outstanding estimates awaited or work ordered.

#### 13.1 Queens Platinum Jubilee bench.

Clerk advised he has sent emails to Thurlow Estates seeking consent to place the bench on the Cut and has provided them with a map of the proposed location and the bench design. Clerk chased a reply on 11<sup>th</sup> July 2023.

Clerk

Clerk advised he sent an email to MD Landscapes containing the same map regarding any potential issues for the grass and/or strimming contracts if the bench is placed on the Cut. Trevor at MD Landscapes has replied saying he couldn't see it being a problem as long as the "contractor works tidy".

Clerk advised that Dan Mayes has said he will visit the site later this week and provide a quote to install a concrete base.

Clerk

Clerk advised he sent an email to Etienne saying "Sorry it's been a while since I was last in touch. We've had to change our plans in relation to the location of the bench and I'm still waiting for confirmation of that and a quote to install the concrete base for it. As soon as I know more I'll let you know. How's the bench assembly coming along?" Clerk awaits a reply to this.

Clerk

#### 13.2 Rower on Silver Street Park.

Clerk advised that he chained and padlocked the rower last Thursday, 6<sup>th</sup> July 2023 and the approximate date of works is Thursday 3<sup>rd</sup> August 2023.

**13.3 War Memorial.**

Clerk advised that the War Memorial is due to be cleaned this week depending on the weather.

**13.4 Onecom**

Clerk advised that the new router was delivered on Monday 10<sup>th</sup> July 2023 and the SOGEA (Single Order Generic Ethernet Access) standalone hybrid fibre broadband line is due to be installed during the morning of Thursday 27<sup>th</sup> July 2023.

**14. Any other reports or on-going matters.****14.1 Community Emergency Plan.**

Cllr Potter and the Chair gave an update following a meeting on Friday 14<sup>th</sup> July 2023 with:-

- Vince Williams, Suffolk County Council Emergency Planning Officer, covering the west side of the county.
- Cllrs Naylor and Potter and the Clerk representing Kedington Parish Council.
- Cllr Wheeler representing the Royal British Legion.
- Steve Brown representing the Kedington Community Association.
- Jill Davis representing the St Peter & St Paul Church.
- Cllr Alan Parsley and Clerk Davina Neale representing Clare Town Council.
- Cllrs Chris Callow and Mark Carpenter representing Hundon Parish Council.

Following a discussion amongst Councillors it was agreed to continue with compiling a Community Emergency Plan. Chair will send one out to Councillors that Wickhambrook Parish Council has in place for them to view. This is based on a template prepared by Vince Williams.

The Community Centre is a designated rest centre that affected people could come to in an emergency that may require them to leave their home.

Clerk  
Chair

**14.2 Remembrance Day Parade.**

Clerk advised that the Special Events Order Application and an Operational Plan were submitted to Suffolk County Council on 23<sup>rd</sup> June 2023. Clerk will inform the Police and the Fire Service once this application has been granted.

Clerk

The Clerk has confirmed that the Parish Council is covered for this event by its Employer's and Public Liability Insurance as it is an event being organised by, or on behalf of the Parish Council.

Chair asked that all Councillors who can attend the event.

Cllr Wheeler is now the Parade Coordinator.

Cllr  
Wheeler

**14.3 Children's Sports and Wellbeing Day.**

Chair advised that the Children's Sports and Wellbeing Day is not now proceeding as neither Dellar Sports nor Prestige Sports can run it. Chair suggested having the event on one of the Tuesdays in the two week October half-term break instead. Clerk to check availability with both Dellar Sports and Prestige Sports and obtain quotes from them.

Clerk

**14.4 King's Coronation mugs.**

Chair advised that the 30 leftover mugs had been given to those who had helped at the Community Hub and during the COVID pandemic at her discretion and to Councillors who had purchased them for a donation of £5.00 each, as previously agreed.

Clerk advised that the budget for the King's Coronation was £1,000.00. There had also been donations of £350.00 from Cllrs Rushbrook and Richardson and £350.00 from Cllr Roach and a further £20.00 was raised from sales of mugs to the Chair and Cllrs Wheeler, Deeks

and Potter. Giving a total available of £1,720.00. Clerk advised that £1,132.25 net had been spent giving a balance of £587.75 unspent from the £1,000.00 budget.

Following a discussion amongst Councillors, a resolution was put forward by Cllr Wheeler and seconded by Cllr Potter to use the money towards the installation of the concrete base for the Queen's Platinum Jubilee bench. There were no other resolutions; unanimously agreed.

Clerk

## 15. Housing/Planning.

### 15.1 Applications for discussion at meeting.

#### a. DC/23/0304/FUL - Karro Food Group Ltd, Haverhill Road, Little Wratting – Planning application - installation of ground mounted solar photovoltaic systems.

Following a discussion amongst Councillors a resolution was put forward by Cllr Wheeler and seconded by Cllr Woodley to support this application. There were no other resolutions; agreed by a majority there being one abstention.

Clerk

### 15.2 Planning Applications – Observations conveyed by Parish Council.

#### a. DC/23/0884/HEDGE - Access Road, Building Site Between Greys Lane and Church Lane, Barnardiston – Hedgerow Removal Notice - removal of 5 metre length hedgerow in association with DC/23/0253/HEDGE.

Clerk updated that no objections were submitted to the Planning Officer on 22<sup>nd</sup> June 2023.

### 15.3 Planning Applications – Decisions received from District Council.

#### a. DC/23/0635/VAR - 24 Barton Grove, Kedington – Planning application - variation of condition 4 of DC/16/2344/HH to remove car parking restriction for two storey side/rear extension.

Clerk updated that the application was approved on 22<sup>nd</sup> June 2023.

## 16. Village Cleaner Performance Development Review.

The Village Cleaner's Performance Development Review was conducted by the Clerk on Monday 10<sup>th</sup> July 2023. There are no issues to report.

## 17. Events: Please bring your diaries.

### 17.1 Date and location of next meeting.

The Parish Council doesn't meet in August so the next Parish Council meeting will be held on Tuesday 19<sup>th</sup> September 2023 at 7 pm in the Parish Council Office Meeting Room.

The meeting closed at 9:04 p.m.

Signed ..... A E Naylor ..... Date..... 19<sup>th</sup> September 2023.....



# ANNEX 1

13 July 2023 (2022-2024)

## Kedington Parish Council

Prepared by: John Boxell (Clerk/RO) Date: 13/7/23  
Name and Role (Clerk/RO etc)

Approved by: Ann Dwyler (Chair) Date: 18/7/23  
Name and Role (Chair/Chair of Finance etc)

Bank Reconciliation at 13/07/2023			
	Cash in Hand 01/04/2023		85,328.43
	<b>ADD</b>		
	Receipts 01/04/2023 - 13/07/2023		87,157.21
			172,485.64
	<b>SUBTRACT</b>		
	Payments 01/04/2023 - 13/07/2023		23,594.48
<b>A</b>	Cash in Hand 13/07/2023 (per Cash Book)		148,891.16
	Cash in hand per Bank Statements		
	Perty Cash 13/06/2023	0,00	
	Barclays - Kedington Parish Council 13/07/2023	61,623.33	
	Natwest Bank - Kedington Parish Council 13/07/2023	87,067.83	
			148,891.16
	Less unrepresented payments		
			148,891.16
	Plus unrepresented receipts		
<b>B</b>	Adjusted Bank Balance		148,891.16
	<b>A = B Checks out OK</b>		

**Kedington Parish Council**  
**PAYMENTS & RECEIPTS LIST**

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total	
4 King's Coronation	23/06/2023	KPC 129-02 20-6	Barclays - Kadington I		Receipt - Kings Coronation mu	Pauline Wheeler	E	5.00		5.00	
5 King's Coronation	26/06/2023	KPC 129-02 20-6	Barclays - Kadington I		Receipt - Kings Coronation mu	Peter Deeks	E	5.00		5.00	
6 King's Coronation	29/06/2023	KPC 129-02 20-6	Barclays - Kadington I		Receipt - Kings Coronation mu	Ann Naylor	E	5.00		5.00	
7 King's Coronation	03/07/2023	KPC 129-02 20-6	Barclays - Kadington I		Receipt - Kings Coronation mu	Jeff Potter	E	5.00		5.00	
37 Email	23/06/2023	KPC 128-08 7-2:	Barclays - Kadington I		Routine Payment/Direx	TalkTalk	S	-4.17	-0.83	-5.00	
38 Clerks and Councilor Trainin	26/06/2023	KPC 129-03 18-7	Barclays - Kadington I		Payment - SALC Training	Suffolk Association of Local C	S	-120.00	-24.00	-144.00	
39 Clerks and Councilor Trainin	26/06/2023	KPC 129-03 18-7	Barclays - Kadington I		Payment - SALC Training	Suffolk Association of Local C	S	-90.00	-18.00	-108.00	
40 Grants and Donations - Sec :	26/06/2023	KPC 129-02 20-6	Barclays - Kadington I		Payment - Grant	Kedington Community Associ	E	-500.00		-500.00	
41 Amenity Cleansing	27/06/2023	KPC 128-08 7-2:	Barclays - Kadington I		Routine Payment/Direx	Payment - Dog bins emptying	West Suffolk Council	Z	-1,430.15		-1,430.15
42 Equipment New	27/06/2023	KPC 129-02 20-6	Barclays - Kadington I		Payment - Litter bin	Earth Anchors Ltd	S	-204.95	-40.99	-245.94	
43 Contingencies / Sundries	27/06/2023	KPC 129-02 20-6	Barclays - Kadington I		Payment - Land Registry	John Boxall Clerk	S	-44.90	-8.98	-53.88	
44 Clerk Salary	29/06/2023	KPC 128-08 7-2:	Barclays - Kadington I		Routine Payment/Direx	Payment - Wages John Boxall	John Boxall Clerk	Z	-1,710.01		-1,710.01
45 Village Cleaner	29/06/2023	KPC 128-08 7-2:	Barclays - Kadington I		Routine Payment/Direx	Payment - Wages Dennis Brow	Dennis Brownlow - Village Cla	Z	-133.32		-133.32
46 Office Cleaning	29/06/2023	KPC 128-08 7-2:	Barclays - Kadington I		Routine Payment/Direx	Payment - Office cleaning	Ana Lopes	Z	-16.00		-16.00
47 Telephone and Broadband	30/06/2023	KPC 128-08 7-2:	Barclays - Kadington I		Routine Payment/Direx	Payment - Telephone and Broz	Onecom Ltd	S	-65.52	-13.10	-78.62
48 Grounds, Contract A (Inc Ch	03/07/2023	KPC 128-08 7-2:	Barclays - Kadington I		Routine Payment/Direx	Payment - Grass cutting	M D Landscapes (Anglia) Ltd	S	-707.20	-141.44	-848.64
49 Grounds, Contract B (Old Sc	03/07/2023	KPC 128-08 7-2:	Barclays - Kadington I		Routine Payment/Direx	Payment - Grass cutting	M D Landscapes (Anglia) Ltd	S	-72.25	-14.45	-86.70
50 Grounds, Contract E (Great I	03/07/2023	KPC 128-08 7-2:	Barclays - Kadington I		Routine Payment/Direx	Payment - Grass cutting	M D Landscapes (Anglia) Ltd	S	-115.60	-23.12	-138.72
51 Grounds, Contract D (Calford	03/07/2023	KPC 128-08 7-2:	Barclays - Kadington I		Routine Payment/Direx	Payment - Grass cutting	M D Landscapes (Anglia) Ltd	S	-43.35	-8.67	-52.02
52 Grounds - Strimming	03/07/2023	KPC 128-08 7-2:	Barclays - Kadington I		Routine Payment/Direx	Payment - Strimming	M D Landscapes (Anglia) Ltd	S	-450.00	-90.00	-540.00
53 Clerks and Councilor Trainin	06/07/2023	KPC 129-03 18-7	Barclays - Kadington I		Payment - SALC Training	Suffolk Association of Local C	S	-30.00	-6.00	-36.00	
54 Clerk Salary	10/07/2023	KPC 128-08 7-2:	Barclays - Kadington I		Routine Payment/Direx	Payment - HMRC Payment	HMRC	Z	-1,858.77		-1,858.77
55 Village Cleaner	10/07/2023	KPC 128-08 7-2:	Barclays - Kadington I		Routine Payment/Direx	Payment - HMRC Payment	HMRC	Z	-100.00		-100.00
56 National Insurance Contribut	10/07/2023	KPC 128-08 7-2:	Barclays - Kadington I		Routine Payment/Direx	Payment - HMRC Payment	HMRC	Z	-650.64		-650.64
57 Equipment New	10/07/2023	KPC 129-03 18-7	Barclays - Kadington I		Payment - Village Cleaner safe	Workwear Express	S	-60.87	-12.18	-73.05	
<b>Total</b>								<b>-8,387.70</b>	<b>-401.76</b>	<b>-8,789.46</b>	

13 July 2023 (2023-2024)

**Kedington Parish Council**  
**Net Position by Cost Centre and Code**

**Cost Centre Name**

<b>Administration</b>		<b>Bal. B/Pwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
7	Clerks Expenses				100.00		100.00
8	Councillors Expenses				100.00		100.00
9	Clerks and Councillor Trail				1,000.00	240.00	760.00
10	Insurance				3,000.00		3,000.00
11	Scribe Accountants Softw				561.60	561.60	
14	New Office Equipment						
16	Website				130.00		130.00
17	Zoom						
18	Legal Fees						
19	Elections						
38	Subscriptions				750.00	639.32	110.68
50	Dropbox				100.00		100.00
52	Hall Hire				200.00		200.00
54	Audit				607.00	290.50	316.50
55	Electricity				2,000.00		2,000.00
56	Telephone and Broadband				700.00	196.56	503.44
57	Post				20.00		20.00
58	Stationery				175.00		175.00
60	Email				60.00	12.51	47.49
61	Office Cleaning				250.00	32.00	218.00
62	Protect and Detect - Fire e						
67	Shared Office Costs with P				360.00		360.00
			<b>£-3,000.00</b>	<b>13,113.80</b>	<b>£1,872.48</b>		<b>8,141.11</b>

<b>Asset Register</b>		<b>Bal. B/Pwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
39	Community Asset						
40	Infrastructure Asset						
41	Vehicle, Plant, Furniture E						

<b>Earmarked Reserves</b>		<b>Bal. B/Pwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
48	War Memorial	3,500.00					3,500.00
49	Recreation Equipment	10,571.90					10,571.90
63	Legal Fees	4,000.00					4,000.00
64	Training	300.00					300.00
66	2021-2022 Underspend	2,379.47		-1,328.97		1,050.50	
71	Elections			3,000.00			3,000.00
			<b>£20,761.37</b>	<b>£1,871.03</b>	<b>£1,060.60</b>		<b>21,371.80</b>

<b>General Parish Requirements</b>		<b>Bal. B/Pwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
46	Asset Maintenance				3,500.00		3,500.00
59	Pest Control				600.00	600.00	
70	King's Coronation	350.00		370.00	1,000.00	1,132.25	587.75
			<b>£350.00</b>	<b>£370.00</b>	<b>£5,100.00</b>	<b>£1,732.25</b>	<b>4,087.75</b>

<b>General Reserves</b>		<b>Bal. B/Pwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
45	Reserve	45,761.86		1,328.97			47,090.83
			<b>£45,761.86</b>	<b>£1,328.97</b>			<b>47,090.83</b>

<b>HMRC VAT</b>		<b>Bal. B/Pwd.</b>	<b>Receipts</b>		<b>Payments</b>		<b>Current Balance</b>
<b>Code</b>	<b>Title</b>		<b>Budget</b>	<b>Actual</b>	<b>Budget</b>	<b>Actual</b>	<b>Budget</b>
44	Reclaimed VAT						

Current Balance = Balance B/Pwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

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13 July 2023 (2023-2024)

**Kedington Parish Council**  
**Net Position by Cost Centre and Code**

Cost Centre Name

<u>PRECEPT</u>	<u>Code</u> <u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
	43 Precept			85,576.00			85,576.00
				<b>85,576.00</b>			<b>85,576.00</b>

<u>Salary</u>	<u>Code</u> <u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
	1 Clerk Salary				29,400.00	8,847.57	20,552.43
	3 Village Cleaner				2,100.00	594.16	1,505.84
	4 National Insurance Contrib				3,000.00	1,301.28	1,698.72
	5 Pension Contributions						
					<b>34,500.00</b>	<b>£10,743.01</b>	<b>23,756.99</b>

<u>Subscriptions, Grants and Donations</u>	<u>Code</u> <u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
	35 Grants and Donations - Se	230.00			5,000.00	1,000.00	4,230.00
	51 Poppy Appeal - Sec 138B				100.00		100.00
		<b>£230.00</b>			<b>5,100.00</b>	<b>£1,000.00</b>	<b>4,330.00</b>

<u>Village Maintenance</u>	<u>Code</u> <u>Title</u>	<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
			<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
	20 Grounds, Contract A (Inc C				8,486.40	2,121.60	6,364.80
	21 Grounds, Contract B (Old I				867.00	216.75	650.25
	22 Grounds, Contract E (Gres				1,387.20	346.80	1,040.40
	23 Grounds, Contract D (Calf				520.20	130.05	390.15
	24 Silver Street Park				500.00		500.00
	25 Grounds - Extras				1,000.00		1,000.00
	26 Grounds - Strimming				4,000.00	1,050.00	2,950.00
	27 Equipment Repairs						
	28 Equipment New				1,000.00	265.82	734.18
	30 Contingencies / Sundries				1,000.00	149.70	850.30
	31 Recreation Equipment						
	32 War Memorial						
	33 Tree Maintenance				3,000.00		3,000.00
	35 Amenity Cleansing				6,000.00	1,430.15	4,569.85
	68 The Cut Peppercorn Rent				1.00		1.00
	69 Office Extension Pepperc				1.00		1.00
					<b>27,792.80</b>	<b>66,710.87</b>	<b>22,061.93</b>

<b>NET TOTAL</b>	<b>£87,093.23</b>	<b>£86,848.00</b>	<b>86,678.40</b>	<b>£22,208.12</b>	<b>218,406.61</b>
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Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

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# ANNEX 2

## KEDINGTON PARISH COUNCIL

### CLERK'S MILEAGE & EXPENSES

DATE	PURPOSE OF JOURNEY	MILES	CAR PARK	EXPENSES
24/3/23	Notices of Election to noticeboards	3.0		
30/3/23	BSE to deliver Election Nomination Papers	40.0		
6/4/23	Election Nominations to noticeboards and Notices of Election removed	3.0		
14/4/23	PC Agenda to noticeboards	3.0		
18/4/23	PC Agenda removed from noticeboards	3.0		
2/5/23	Notice of Vacancy re Cllr Wilsher to noticeboards (1st)	3.0		
3/5/23	2x padlocks (for bin and chain)			12.00
12/5/23	PC Agenda to noticeboards	3.0		
15/5/23	Annual Parish Meeting Agenda to noticeboards	3.0		
18/5/23	PC Agenda removed from noticeboards and Notice of Vacancy re Cllr Wilsher to noticeboards (2nd)	3.0		
19/5/23	Notice of vacancy re Cllr Eames to noticeboards	3.0		
30/5/23	Annual Parish Meeting Agenda removed from noticeboards	3.0		
2/6/23	Notice of the exercise of public rights to noticeboards	3.0		
12/6/23	Notice of Vacancy re Cllrs Wilsher and Eames removed from noticeboards	3.0		
18/6/23	PC Agenda to noticeboards	3.0		
28/6/23	PC Agenda removed from noticeboards	3.0		
5/7/23	2m chain link			13.68
14/7/23	PC Agenda to noticeboards	3.0		
17/7/23	Notice of the exercise of public rights removed from noticeboards and travel to B&Q to purchase bolts	12.0		
17/7/23	M12 x 200mm bolts for cross scales			10.84
	<b>Total miles</b>	<b>97.0</b>		
		<b>0.45 pence per mile =</b>	<b>£43.65</b>	
		<b>Car park =</b>	<b>£0.00</b>	
		<b>Expenses =</b>		<b>£36.52</b>
		<b>Total claim =</b>		<b>£80.17</b>
	Signed: 			
	<b>Parish Clerk</b>			
	Signed:			
	<b>Chair - Kedington Parish Council</b>			



880  
Haverhill 1184  
Park Road, Haverhill, Suffolk  
CB9 7YD  
01440 711000  
Email: Haverhill.DutyManager@eb-and-q.co.uk  
90 Days Returns Policy  
See Overleaf

2x WOOD K.I P40000 40MM LENS 5PK 1  
3520190391184 55.00 £12.00

2 Items)  
TOTAL £12.00  
Card sale £12.00  
XXXXXXXXXX0038  
347472501151896

Visa DEBIT CONTACTLESS  
Number: XXXXXXXXXX0038  
Auth Code: 003610  
AID: A0000000031010  
App Date:  
App Seq No: 00 Issue:  
Merchant ID: #425452  
Terminal ID: #4465705  
Permanent TID: 30826430  
Reference: 0016 1184 11840

Please debit my account  
CARDHOLDER DEVICE VERIFIED



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Haverhill 1184  
Park Road, Haverhill, Suffolk  
CB9 7YD  
01440 711000  
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See Overleaf

2.00x TOTAL SHIRT LINA CHAIN STEEL RIM  
3562802039947 26.84 £13.58

1 Items)  
TOTAL £13.58  
Card sale -£13.58  
XXXXXXXXXX0038  
347472501151896

Visa DEBIT CONTACTLESS  
Number: XXXXXXXXXX0038  
Auth Code: 005742  
AID: A0000000031010  
App Date:  
App Seq No: 00 Issue:  
Merchant ID: #425462  
Terminal ID: #4465705  
Permanent TID: 30826430  
Reference: 0017 1184 11840

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Park Road, Haverhill, Suffolk  
CB9 7YD  
01440 711000  
Email: Haverhill.DutyManager@eb-and-q.co.uk  
90 Days Returns Policy  
See Overleaf

1x CUP SQUARE BOLT 4 SHUT ZP 312620  
3568602740602 £10.84

1 Items)  
TOTAL £10.84  
Card sale -£10.84  
XXXXXXXXXX0038

Visa DEBIT CONTACTLESS  
Number: XXXXXXXXXX0038  
Auth Code: 017707  
AID: A0000000031010  
App Date:  
App Seq No: 00 Issue:  
Merchant ID: #425462  
Terminal ID: #4465705  
Permanent TID: 30826430  
Reference: 0016 1184 11840

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