

KPC 130-01
MINUTES OF THE ANNUAL MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 21st MAY 2024
HELD IN THE MEETING ROOM, PARISH COUNCIL OFFICE, ARMS LANE, KEDINGTON

Present: Cllr Ann Naylor (Chair)
 Cllr Jeffery Potter (Vice-Chair)
 Cllr Terry Wheeler
 Cllr Dean Willett
 Cllr Eleanor Bull

In attendance: John Boxall (Parish Clerk)

Also in attendance: Suffolk County Councillor David Roach, West Suffolk Councillors Marion Rushbrook, Karen Richardson and Nick Clarke and parishioner Mr Mike Shearer.

1. Election of Chair for year 2024/2025.

Cllr Naylor presided over this agenda item. A resolution was put forward by Cllr Wheeler and seconded by Cllr Potter proposing Cllr Naylor continues as Chair. There were no other resolutions; unanimously agreed.

Cllr Naylor took the Chair and signed the Declaration of Acceptance of Office (ANNEX 1).

2. Election of Vice-Chair for year 2024/2025.

A resolution was put forward by Cllr Willett and seconded by Cllr Bull proposing Cllr Potter as the Vice-Chair. There were no other resolutions; unanimously agreed.

3. Acknowledge agenda items of interest to members of the public present.

Mr Shearer declared an interest with regards to agenda item 16.1.

4. Welcome and Apologies.

The Chair welcomed everyone present.

Cllrs Standeven, Woodward and Woodley are unable to attend for personal reasons and Cllr Brooker is unable to attend for work reasons. Apologies accepted by all Councillors present.

Clerk advised that the Council, members of the public and press may audio record, film, photograph or broadcast the meeting, when the press and public are not lawfully excluded. Any member of the public who attends the meeting is advised that the Parish Council cannot control 3rd party recordings. The Parish Council will audio record the meeting.

5. 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.

Cllr Potter declared an interest in agenda item 17.1a due to his membership of the Campaign for Real Ale (CAMRA).

6. Councillors who were present to agree as a true record the minutes of the meeting of Kedington Parish Council held on 16th April 2024.

Councillors confirmed they had received a copy of the draft minutes and had read them. A resolution was put forward by Cllr Potter and seconded by Cllr Bull to agree the minutes of the meeting of Kedington Parish Council held on 16th April 2024 as a true record. There were no other resolutions; unanimously agreed. Chair signed the minutes outside the meeting.

7. Discuss and agree Councillor Responsibilities for year 2024/25.

Councillor Responsibilities for the year 2024/2025 were discussed and agreed. There were no changes.

ACTION

ANNEX 1

8. Receive visitor's reports and reports from District and County Councillors.

Chair confirmed that Councillors had received the District Councillor's report (ANNEX 2) and the County Councillor's report by email (ANNEX 3).

ANNEX 2
ANNEX 3

Cllr Rushbrook advised that there is a market review in progress but it's only open for about two weeks. So please submit any thoughts you may have to help the markets.

All
Councillors

Cllr Rushbrook further advised that she's going to get in touch with the Park Rangers when they're next due to tidy up the Risbridge Meadow nature reserve. She's going to ask them to tidy up the growth along the fence line adjacent to properties in Risbridge Drive. The older residents are struggling to keep the growth from their gardens. Requests have been submitted for them to do this. The Rangers may next be attending on Sunday, 26th May 2024.

In addition to his report by email Cllr Roach advised that:-

- the cost of Post 16 transport to school has increased by £90 per year.
- the B1057 from Haverhill to Steeple Bumpstead is closed until September for Anglian Water to install a new water main.
- with regards to the bypass road, it is going to be towards the end of this year at best before it's completed. West Suffolk Council have issued a planning enforcement notice against Persimmon for non-compliance. The delay relates to Cadent's work on the gas main.

9. Receive budget statements and any other financial reports and agree any necessary action.

9.1 Precept for 2024/2025.

Clerk advised that the 2024/2025 Precept of £88,746.00 was received into the Barclays account on 25th April 2024.

Clerk advised that the same day, in accordance with a resolution passed at the Parish Council meeting on 26th March 2024, £11,162.25 was transferred from the Barclays account to the General Reserves held in the Nat West account. This was the balance held in the Barclays account at year end 31st March 2024.

This transfer was recorded on the Scribe accounting system by way of a bank transfer from Barclays to Nat West and a reserves transfer from the General Fund (the Precept) to the General Reserves.

Therefore, the transfer from Barclays to NatWest does not appear on the Payments and Receipts List.

Clerk advised that the same day, in accordance with the 2024/2025 budget agreed at the Parish Council meeting on 19th December 2023, £4,000.00 was transferred from the Barclays account to the Recreation Equipment Earmarked Reserve held in the Nat West account and £200.00 was transferred from the Barclays account to the War Memorial Earmarked Reserve held in the Nat West account. These transfers were recorded on the Scribe accounting system by way of bank transfers from Barclays to Nat West and reserves transfers from the General Fund (the Precept) to the relevant Earmarked Reserves.

Therefore, these transfers from Barclays to NatWest do also not appear on the Payments and Receipts List.

Cllr Wheeler asked if Council could be provided with the reserves balances and it was agreed that the Scribe Reserves Balance report would be provided to Councillors for each Parish Council meeting.

Clerk

9.2 Review and agree budget statements.

Chair confirmed that Councillors had received the relevant documents. A resolution was put forward by Cllr Wheeler and seconded by Cllr Potter to agree the Bank Reconciliation, the Payments and Receipts List and the Net Position by Cost Centre and Code report (ANNEX 4). There were no other resolutions; unanimously agreed.

ANNEX 4

Cllr Potter asked and it was confirmed that we have a budget of £1,000.00 for the D-Day 80 celebrations and have so far spent £400.00 (net) on the jazz band and the inflatable. Cllr

Potter advised that when we next meet the D-Day 80 celebrations will have taken place and suggested that if there is any more money that we need to spend then that needs to be agreed at this meeting. Chair confirmed that there is a further £550.00 net to pay for the jazz band and the inflatable that will leave £50.00 net of the £1,000.00 budget. Clerk advised that even though there is a budget any expenditure still has to be agreed by the Parish Council or by the Clerk and the Chair or by the Clerk and two Councillors.

All
Councillors

9.3 Receive Internal Auditor's Report for year ending 31st March 2024.

Clerk confirmed that the internal audit took place on 13th May 2024. Clerk reported that the Internal Auditor had found everything to be in order and had completed the Annual Internal Audit Report 2023/24 (ANNEX 5) that is part of the Annual Governance and Accountability Return 2023/24. This Report is on the Parish Council website.

ANNEX 5

The Internal Auditor also completed his Audit Report to Kedington Parish Council that was emailed to Councillors on 17th May 2024. This Report is also on the Parish Council website.

Chair expressed her thanks to the Clerk for his work leading up to this successful internal audit. Chair stated the Internal Auditor had been extremely impressed with the Clerk's presentation of the work and the accounts.

9.4 Agree and sign Section 1 – Annual Governance Statement 2023/24 of the Annual Governance and Accountability Return 2023/24 for the financial year ending 31st March 2024.

Councillors agreed Section 1 – Annual Governance Statement 2023/24 for the financial year ending 31st March 2024 (ANNEX 6).

The Chair and Clerk signed the form that will be posted on the Parish Council website.

ANNEX 6
Clerk

9.5 Agree and sign Section 2 – Accounting Statements 2023/24 of the Annual Governance and Accountability Return 2023/24 for the financial year ending 31st March 2024.

Councillors agreed Section 2 – Accounting Statements 2023/24 for the financial year ending 31st March 2024 (ANNEX 7).

The Chair signed the form that will be posted on the Parish Council website. The Clerk had already signed the form prior to presenting it to the Council for approval.

ANNEX 7
Clerk

9.6 Ratify payment to RMS Tree Services for removing branches from a windblown Poplar tree adjacent to Silver Street Park.

Clerk reminded Councillors of an email he'd sent to them on Tuesday 16th April 2024 regarding a large Poplar tree sited on the river bank opposite Silver Street Park that fell over windblown the day before and then lay across the river and onto Silver Street Park. The smaller branches at the top of the tree were then over and above the Silver Street Park footpath, causing an obstruction to pedestrians.

It's not a tree that the Parish Council is responsible for but the Clerk and Chair, Cllr Naylor, had felt it was right to clear the branches away from the Silver Street Park footpath only, to allow parishioners and others to safely walk along it. They had therefore agreed a quote of £70.00 from Bob Dellar of RMS Tree Services for him to clear the branches away from the footpath. This is in accordance with Financial Regulation 4.1, being a value up to £500.00

Bob Dellar subsequently removed the branches and the £70.00 payment was made to him on 29th April 2024.

A resolution was put forward by Cllr Potter and seconded by Cllr Wheeler to ratify this payment. There were no other resolutions; unanimously agreed.

10. Grants

10.1. Uptake.

a. 1st Kedington Guides.

Clerk advised that the £500.00 grant had been paid on 18th April 2024 and that thanks had been received verbally.

10.2. Applications.

a. 1st Kedington Scout Group.

Following a discussion amongst Councillors a resolution was put forward by Cllr Wheeler and seconded by Cllr Potter to grant £1,500.00 to the 1st Kedington Scout Group. There were no other resolutions; unanimously agreed.

Clerk

11. Clerk's report.

11.1 Review and adopt Data Protection and Information Management Policy.

Clerk confirmed this Policy had previously been emailed to Councillors. A resolution was put forward by Cllr Potter and seconded by Cllr Bull to adopt this reviewed Data Protection and Information Management Policy. There were no other resolutions; unanimously agreed

Clerk

11.2 Review and adopt Standing Orders.

Clerk confirmed these Standing Orders had previously been emailed to Councillors. A resolution was put forward by Cllr Potter and seconded by Cllr Wheeler to adopt these reviewed Standing Orders. There were no other resolutions; unanimously agreed.

Clerk

11.3 Review and agree Accessibility statement.

Clerk confirmed that a link to the website Accessibility Statement had previously been emailed to Councillors. Clerk advised it is on our website and accessibility checks were last carried out by the Chair on 8th April 2024. A resolution was put forward by Cllr Wheeler and seconded by Cllr Potter to agree this reviewed Accessibility Statement. There were no other resolutions; unanimously agreed.

Clerk

11.4 Review and adopt Grant Award Policy.

Clerk confirmed this Policy had previously been emailed to Councillors. A resolution was put forward by Cllr Potter and seconded by Cllr Bull to adopt this reviewed Grant Award Policy. There were no other resolutions; unanimously agreed.

Clerk

11.5 Review and adopt the Local Government Association Model Councillor Code of Conduct 2020.

Clerk confirmed this Code of Conduct had previously been emailed to Councillors. A resolution was put forward by Cllr Bull and seconded by Cllr Willett to adopt this reviewed Model Councillor Code of Conduct. There were no other resolutions; unanimously agreed.

Clerk

11.6 Annual Parish Meeting confirm date, time and Royal British Legion Hall hire cost.

Clerk confirmed the Annual Parish Meeting will take place on Tuesday 28th May 2024 at 7pm in the Royal British Legion Hall. The cost will be £10/hour for a minimum of 3 hours. Clerk advised the Agenda is on the website and the noticeboards.

It was agreed that the Chair will purchase some refreshments; tea, coffee, milk, sugar and some nibbles. The contingencies and sundries budget to be used for this.

Chair

11.7 Parish Council office lease update.

Clerk advised that Lorraine Swann at Adept Property Lawyers has advised the following regarding Stamp Duty Land Tax (SDLT); the monies that change hands in respect of the grant of the Lease are all that are relevant and therefore in this instance, in my opinion, no liability for SDLT arises.

Clerk advised there has been a misunderstanding with regards to our request for advice about the content of the lease itself and Adept have very recently asked for some clarification. Clerk will provide this.

Clerk

11.8 Review and agree Community Emergency Plan.

Clerk advised that he has had no response from Freddie Gulliver at West Suffolk Council regarding details of the organisation that provides details of what training, qualifications etc. are available to be a competent 4x4 driver. Chair has confirmed with Kirk Pearson and Andy Sanders that they have had no 4x4 training and their details have therefore been removed

from the Plan. Clerk confirmed that the Community Emergency Plan was sent to Councillors on 17th May 2024.

A resolution was put forward by Cllr Potter and seconded by Cllr Willett to submit this Community Emergency Plan to West Suffolk Council. There were no other resolutions; unanimously agreed.

Clerk

Copies of the Plan to go to the Kedington Community Association, the Royal British Legion and the Church. Clerk will also place it on the website.

Clerk

11.9 Arrange conduct of Clerk/RFO's Performance Development Review.

Clerk advised that Standing Order 19.c says "The chair of Kedington Parish Council or in his/her/their absence, the vice-chair shall upon a resolution conduct a review of the performance and annual appraisal of the work of the Parish Clerk/RFO. The reviews and appraisal shall be reported in writing and are subject to approval by resolution by the Parish Council."

Following a discussion amongst Councillors a resolution was put forward by Cllr Wheeler and seconded by Cllr Bull for the Clerk's Performance Development Review to be conducted by Cllr Naylor and Cllr Potter prior to the next meeting in June 2024. There were no other resolutions; unanimously agreed.

Clerk
Cllr Naylor
Cllr Potter

11.10 Update regarding Kedington Parish's classification as a Key Service Centre.

Clerk reminded that this was discussed at the meeting on 26th March 2024 during which Cllr Roach suggested contacting Marie Smith at West Suffolk Council for further advice on this.

Clerk did so and was advised as follows "As you have outlined, all Key Service Centres have health care facilities. The Council acknowledges that there are limited health care services in Kedington, therefore the Council will be informing and recommending to the Inspector that the status of the settlement as a Key Service Centre requires revisiting at the examination into the local plan. It will then be for the Inspector, through the examination to review its status. Cllr Roach is correct, in that this does not change any other part of the emerging plan, site allocation or policy and any funding the parish council receives."

Clerk asked when the revisit will take place and was advised "The council intends to submit the Plan to Secretary of State for examination end of May. At that point we are passing the Plan to the Inspector who will set out the programme, we will notify you through our consultation system when that will be and also with any correspondence received by the Inspector. Once we submit and an inspector has been appointed, they will set out a series of questions and following this a timetable for the examination hearings. We expect though to have to have examination hearings in Autumn and the modifications consultation spring 2025, then the council will hopefully be a position to adopt."

Clerk

9. Play Equipment.

12.1 Receive defect reports and agree any necessary action.

Chair confirmed that Councillors had received the reports that were emailed to them on 20th May 2024. They relate to inspections carried out on 9th May 2024. All findings are low or very low risk so no further action necessary. Cllr Potter advised he will deal with the graffiti mentioned.

Cllr Potter

12.2 Update regarding repairs to play equipment by Playquip.

- With regards to the self-closing gate Clerk reminded Councillors that Playquip had said that the gate's a bit heavy for the spring that's fitted and so he had asked if a more appropriate spring could be fitted and if so how much. Playquip replied saying "Yes a larger spring can be fitted, the trouble is they don't have a lot of adjustment on them, a larger spring may make the gate slam shut, it's impossible to know until the spring is fitted, 4-8 seconds is the recommended closing time, which doesn't give a great deal of tolerance. A thing to keep in mind is that you will never make a play area risk free, the average cost of fitting a larger spring would be around £200.00 + VAT. Having a few low risk items is pretty good in comparison to most play areas, you could spend £200.00 on fitting a new

spring to the gate only to get the same risk assessment next year because when it receives its annual inspection the gate closes too quickly.”

Clerk replied commenting “I’m guessing that a larger spring might even cause the gate to bounce out so quickly that the latch doesn’t catch at all.”

Following a discussion amongst Councillors it was agreed not to replace the spring.

- With regards to the missing bolt cover caps on the basketball area, they have been received and the Clerk has replaced all but one of them that was on the hoop itself; he couldn’t reach it whilst standing on the ground and will return to do so.
- With regards to the cable runway, Playquip have fitted new inserts, also known as finger guards, and have checked the traveller brake.

Clerk

They advise that “The traveller is pretty old and the design is different from the modern ones, he had to shave some plastic away from the finger guards (inserts) to make them fit, the original ones must have been very thin which is probably why they wore away and came out, the brake is working but the pad that rests against the cable is worn in the middle and the spring that actuates the brake is not as strong as modern ones, hence the brake is not as aggressive as it could be, but it works. Basically, everything is working but due to reducing the thickness of the finger guards they may well wear away quicker than normal, the brake will need to be changed next time we service it, (12-18 month) however as the spring is not very strong, it may be worth budgeting for a new traveller, they are £318.00, if it was changed during the service there would be no additional fitting charge.

Clerk will schedule a service for next year.

Clerk

- With regards to the U-bolts on the seats of the overhead see saw, Playquip have advised that the “fixings are in good order, some slight wear similar to the top but nothing of any concern.”

13. Environmental / Grounds Maintenance matters.

13.1 Discuss strimming comfrey on Watermill Meadow.

Clerk met Cllr Wheeler on Tuesday 7th May 2024 regarding Cllr Wheeler’s thoughts on the strimming of Watermill Meadow and the Cut. Clerk subsequently met with Trevor from MD Landscapes on Tuesday 14th May 2024. The outcome being that Cllr Wheeler wishes the Council discuss the removal of two areas of comfrey (a wildflower) from Watermill Meadow.

Following a discussion, it was agreed that the Clerk will email details of the areas of comfrey to all Councillors and they will view it in preparation for it to be discussed further at the next meeting.

Clerk
All
Councillors

Cllr Wheeler confirmed that it was the spread of the comfrey that concerned him more than its height. Clerk advised he can speak to MD Landscapes to ensure it’s not allowed to spread any further or even strimmed/cut back a bit more.

Clerk

Cllr Wheeler stated he would still like the smaller area of comfrey removed totally.

13.2 Update regarding removal of windblown Poplar tree adjacent to Silver Street Park.

See also agenda item 9.6.

Clerk confirmed that Cllr Naylor contacted the Environment Agency to establish responsibility for removing the tree. They confirmed it was not their responsibility and advised the primary responsibility always sits with the “riparian” owner. They will only remove a tree if they believe there is a high risk of flooding.

The Environment Agency advise that a riparian owner is anybody who owns land or property next to a river, stream, or ditch. They have certain rights and responsibilities which include maintaining the bed and banks of the watercourse and keeping the banks clear of anything

that could cause an obstruction and increase flood risk, either on their land or downstream if it is washed away.

Clerk advised that Havebury own the land next to the river and are therefore the riparian owner and the fallen tree is therefore their responsibility to deal with.

Clerk advised that both he and the Chair have been in contact with Havebury. They have raised a case for it, reference number 115954, and someone will attend to assess the situation. Clerk has asked to be kept updated.

Clerk

14. Highway/Footpath/Street Furniture matters.

14.1 Discuss installing a new dog litter bin in Calford Green.

Cllr Bull asked Council to consider installing a new dog litter bin in Calford Green, perhaps near the Parish Council notice board. Cllr Bull advised there are a lot of dog walkers who use that area of public footpaths and it would be a good place to locate one.

Clerk advised that West Suffolk Council empty the dog litter bins but he doesn't know who owns the land that the Parish Council notice board is on.

Clerk has contacted West Suffolk Council and asked:-

- If a bin could be installed on that area of land
- What process we would need to go through to get permission
- How much it might increase our payment to you for it being emptied

West Suffolk Council have replied "We are just about to introduce new litter/dog bin collection rounds so will not have any capacity to install/empty any new bins until we know how these rounds are performing and if there is capacity within them, so probably 3+ months' time. Any new bins would cost £3.68 per bin, per empty for us to collect. We are trying to consolidate bins where possible as dog waste does not need to go in a separate bin to litter so we use combined bins to accommodate both waste streams together and reduce the amount of bins on the street scene but have bins with higher capacity levels. It is also possible for dog walkers to dispose of bagged dog waste in their general waste bins at home rather than look for a specific dog waste bin. If you need any further information, then please let me know."

Clerk advised that the bins are emptied once per week.

It was agreed that Clerk gets back in contact with West Suffolk Council in 3 to 4 months' time.

Clerk

14.2 Update regarding placing wooden bollards along West End Lane grass verge.

Clerk advised he has chased but is still waiting a reply back from Chris Miller, the Highways Licensing Officer.

Clerk

15. Outstanding estimates awaited or work ordered.

15.1 Maintenance of planting areas in Silver Street Park.

Clerk advised that he has chased Shawn Winters and earlier today he received an email from Shawn saying he is "aiming to be there Saturday morning to clear, tidy and treat all the posts with an Algaecide to help with the green. I've some plants ready to go in then, latter end of next week. Sorry it's been delayed so long on completing this for you."

15.2 Cleaning and repainting of play equipment and Silver Street Park gazebo.

Clerk advised that he has chased Wayne Blackman and received a phone call from him earlier today. Wayne is planning to do the work on the Silver Street Park gazebo next week. Then he will do the work on the Old School Field benches and play equipment. Wayne has some remaining quotes to advise the Clerk of as discussed at the meeting on 26th March 2024. Clerk has also asked Wayne for a quote to move the Old School Field goals.

16. Any other reports (on-going matters).

16.1 D-DAY 80 celebrations update.

Mr Shearer asked, bearing in mind that over 4,500 servicemen died, why is this being billed as a celebration. Chair confirmed that no advertising on Facebook or posters/flyers refers to a celebration. Mr Shearer asked why the agenda and minutes call it a celebration, it should be a commemoration. Chair apologised for that and advised it will be amended. Mr Shearer asked if he could pass the apologies on to the other people that have mentioned it to him in complaint about it. Chair offered to send a letter to Mr Shearer, he said an email could be sent.

Clerk

Clerk advised that in the original advertising of this, the D-DAY 80 Pageantmaster refers to it as a commemoration/celebration. Mr Shearer said that he had attended the meeting because of what it said in the Parish Council minutes. Chair advised that taking into account the Pageantmasters' advertising, it could be called a celebration. Mr Shearer said that now he has that information he could give it back to the people who have spoken to him about it.

Chair confirmed that all plans are in place for D-DAY 80. The only event that will not take place is the tug of war as no insurance can be obtained to cover it.

16.2 Receive Local History Recorder Annual Report for 2023.

Clerk advised that Peter Deeks has completed his annual report for 2023 (ANNEX 8). It has been submitted to the Suffolk Local History Council for posterity and will be published in the Ketton Review. The annual subscription fee of £15.00 payable to the Suffolk Local History Council is on the regular payments list and is due on 1st October 2024.

ANNEX 8

16.3 Children's Sports and Wellbeing Day update.

Clerk advised that the day has now been advertised. On 13th May 2024 Kedington Primary Academy sent it to all parents via Dojo and it was then advertised that day on the Parish Council's website and Facebook page. The emails requesting places started coming in that day and it is likely to be oversubscribed.

16.4 Discuss participation in the Flower Festival 2024.

Clerk advised that the invitation letter was received on 16th May 2024 and emailed to Councillors on 17th May 2024. Following a discussion, it was agreed, in her absence, that Cllr Brooker would be asked to lead on this. A budget of £50.00 was agreed or donations could be used.

Cllr Brooker

17. Housing/Planning.

17.1 Planning applications for discussion at meeting.

- a. **DC/24/0366/FUL - The Fox PH, Haverhill Road, Little Wrattling - Planning application**
 - a. one convenience store b. one drive-through coffee shop with associated parking and landscaping (following demolition of existing public house)

Cllr Roach confirmed that this is no longer in Little Wrattling parish as the parish boundary has been moved and it is now part of Haverhill. Following a discussion Councillors had no comments to make.

Cllr Potter advised that the Campaign for Real Ale (CAMRA), of which he is a member, has objected to this application

17.2 Planning application observations conveyed by the Parish Council. NONE

17.3 Planning applications decisions received from the District Council.

- a. **DC/24/0106/FUL - Community Centre, Arms Lane, Kedington - Planning application**
 - a. single storey side and rear extensions b. detached store.

Clerk advised that this application was approved on 17th April 2024.

17.4 Planning webinars.

Clerk advised, as per the email he forwarded to Councillors on 2nd May 2024, that the Suffolk Association of Local Councils (SALC) are hosting a series of four one-hour briefing webinars regarding various areas of planning. The cost is £35.00 +VAT per council per session and booking is required per delegate.

Cllr Roach advised that the West Suffolk Planning Officers would conduct some training if requested. They have training modules.

Clerk

18. Date and location of next Parish Council meeting.

The next Parish Council meeting will be held on Tuesday 18th June 2024 at 7 pm in the Parish Council Office Meeting Room.

The meeting closed at 8:32 p.m.

AE Naylor -

Signed Date.....18th June 2024.....

ANNEX 1

DECLARATION OF ACCEPTANCE OF OFFICE

For completion by the Chair (or Mayor) or by a Parish Councillor of a Town or Parish Council

I, (1) Ann Naylor.....

having been elected to the office of (2)Chair.....

of (3)Kedington Parish Council.....

declare that I take that office upon myself, and will duly and faithfully fulfil the duties of it according to the best of my judgement and ability.

Signed  Date 21st May 2024.....

This declaration was made and signed before me.

Signed  Date 21st May 2024.....

Proper Officer* of Kedington Parish Council

- (1) *Insert the name of the person making the declaration.*
- (2) *Insert "Member", "Chair" or "Mayor" as appropriate.*
- (3) *Insert the name of the authority of which the person making the declaration is a Member, Chair or Mayor.*

S. 83(4) Local Government Act 1972 requires the declaration to be made in the presence of the Proper Officer* and delivered to the Council:

- (a) in the case of a chair, at the meeting at which he/she is elected
- (b) in the case of a councillor, before or at the first meeting of the Council after his/her election

In either case if the council at that meeting so permit, it may be made before or at a later meeting fixed by the Council.

* or a Member of the Council

ANNEX 2

Kedington Parish Council – Tuesday 21 May 2024

West Suffolk District Councillors Report: Nick Clarke, Karen Richardson and Marion Rushbrook

WSC food waste bin plan to meet Government's 2026 target

Plans are in place for households in West Suffolk to have a separate bin for food waste, collected weekly.

The Government has ordered councils across the country to prepare for the introduction of the new food waste collection service in April 2026.

Under the Simpler Recycling policy, published in October, councils must also increase the range of recyclable items collected from people's homes, adding glass bottles and jars and cartons by March 31, 2026, and flexible plastics - such as bread bags and plastic film wrapping - by March 31, 2027.

Central government will allocate just under £1.7 million to West Suffolk Council to meet the cost of new refuse collection lorries and bins.

Councillors were told unprecedented nationwide demand for equipment such as lorries and bins was a major risk to meeting the Government's deadline.

Most of the county's equipment requirements would be related to the new collection service for food waste, so Suffolk councils were being asked to take the relevant decisions early this month.

After hearing that the timescale for the manufacture and delivery of new bin lorries currently stood at 12 to 18 months, it was agreed to order the necessary equipment as soon as possible in order to be ready in two years' time.

When the new food waste collections start, householders will be asked to separate their food waste into a council-provided bin of about 23 litres in size, less than a 10th the size of the standard 240 litre wheelie bins used by West Suffolk Council for general, garden and recyclable waste. The small bin, of a colour yet to be decided, will be collected from the kerbside along with the other bins.

A further caddy of five litres will also be provided for use in the kitchen, providing a convenient holder to store the food waste prior to collection.

Mental Health Awareness Week (13 to 19 May)

The theme this year is 'Movement: moving more for our mental health'.

Being active is important for our mental health. But so many of us struggle to move enough. We know there are many different reasons for this, so we want to provide advice and guidance on how to find moments for movement in our daily routines. Going for a walk in your neighbourhood, putting on your favourite music and dancing around the living room, or chair exercises when you're watching television – it all counts, as even a short burst of 10 minutes' brisk walking can boost our mood and increase our mental alertness and energy. Movement helps us feel better about our bodies and improves self-esteem. It can also help reduce stress and anxiety and improve sleep.

If you'd like to get moving more, this guide will give you some ideas to get started, as well as tips on how to get the best mental health benefit from the movement you're doing.

www.mentalhealth.org.uk

Locality Budget

Every councillor has a locality budget. This is funding that councillors can use to support community groups in their wards. Each councillor had £2,800 to spend throughout the year (2023/24) on projects that benefit the community. This is easy to apply send us an email with details and we will check your request fits with the criteria.

Find my nearest

This is a really useful website containing lots of information for our area:

<https://maps.westsuffolk.gov.uk/>

If you ever forget which bin to put out this website will help you. Not just bins, also planning applications in the area, education provisions and lots more.

Finally, we look forward to working with KPC and John (Clerk) for another year.

ANNEX 3

I was able to visit the new Haverhill waste site a couple of weeks ago. It is going to be a vast improvement over our current site with level access bins and recycling bays. It should be open by the back end of summer. It will feature a one-way drive way round the site and will keep visitors away from the operational areas. It will not have to close to remove full containers so throughputs should be quicker. The online booking system will however remain in place as this now seems to be the favoured way across all the county sites.



Haverhill Relief Road. This is still continuing to be delayed with Persimmons now stating that it won't be open until back end of this year. It looks like West Suffolk DC will be issuing a Breach of Condition Notice against Persimmon in relation to this.

In terms of my locality funding, this has been reduced this year from £8k to £6k. For Kedington last year this amounted to me allocating £4650 to 7 different projects. The new pot is now available.

The last month has been particularly busy for me in terms of county work picking up my new role in fostering and adoption. I am now spending 2-3 days a week in Ipswich plus numerous Teams meetings. It is quite rewarding but I am finding that there is an awful lot to learn.

I visited the opening on a newly refurbished children's home a few days ago and was impressed with the facilities provided, from en-suite bedrooms to a nice garden and a games room. The children will be able to customise their rooms once they move in choosing furnishings and wall colours.

In addition to this I also serve on other committees and forums

ANNEX 4

16 May 2024 (2024-2025)

Kedington Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

A	Bank Reconciliation at 16/05/2024		
	Cash in Hand 01/04/2024		82,553.72
	ADD Receipts 01/04/2024 - 16/05/2024		91,622.41
			174,176.13
	SUBTRACT Payments 01/04/2024 - 16/05/2024		9,168.07
		165,008.06	
B	Cash in hand per Bank Statements		
	Petty Cash 16/05/2024	0.00	
	Natwest Bank - Kedington Parish 16/05/2024	86,753.72	
	Barclays - Kedington Parish Council 16/05/2024	78,254.34	
			165,008.06
	Less unrepresented payments		
		165,008.06	
	Plus unrepresented receipts		
	Adjusted Bank Balance		165,008.06
	A = B Checks out OK		

Kedington Parish Council
PAYMENTS & RECEIPTS LIST

16 May 2024 (2024-2025)

Voucher Code	Date	Minute	Bank	Cheque No	Description	Supplier	VAT Type	Net	VAT	Total
1 Reclaimed VAT	12/04/2024	KPC 129-11 16-4-24	Barclays - Kedington		Receipt - VAT Reclaimed	HMRC	R		2,876.41	2,876.41
6 Grants and Donations - Sec 13:	18/04/2024	KPC 129-11 16-4-24	Barclays - Kedington		Payment - Grant	1st Kedington Guides	Z	-500.00		-500.00
2 Precept	25/04/2024		Barclays - Kedington		Receipt - 2024/2025 Precept	West Suffolk Council	Z	88,746.00		88,746.00
8 Email	25/04/2024	KPC 129-08 16-1-24	Barclays - Kedington	Routine Payment/E	Payment - TalkTalk email	TalkTalk	S	-4.17	-0.83	-5.00
10 Equipment New	25/04/2024	KPC 129-10 26-3-24	Barclays - Kedington		Payment - Dog bins new	Wayne Blackman	Z	-85.00		-85.00
9 Office Cleaning	25/04/2024	KPC 129-08 16-1-24	Barclays - Kedington	Routine Payment/E	Payment - Office cleaning	Ara Lopes	Z	-17.00		-17.00
11 Tree Maintenance	29/04/2024	KPC 130-01 21-5-24	Barclays - Kedington		Payment - Tree maintenance	RMS Tree Services	Z	-70.00		-70.00
12 Telephone and Broadband	30/04/2024	KPC 129-08 16-1-24	Barclays - Kedington	Routine Payment/E	Payment - Telephone and Broa	Onecom Ltd	S	-60.96	-12.19	-73.15
13 Clerk Salary	30/04/2024	KPC 129-06 21-11-23 & KPC	Barclays - Kedington	Routine Payment/E	Payment - Wages John Boxall	John Boxall Clerk	Z	-2,004.08		-2,004.08
14 Village Cleaner	30/04/2024	KPC 129-07 19-12-23 & KPC	Barclays - Kedington	Routine Payment/E	Payment - Wages Dennis Brow	Dennis Brownlow - Village	Z	-146.44		-146.44
15 Grounds, Contract A (Inc Churc	02/05/2024	KPC 129-08 16-1-24 & KPC 1	Barclays - Kedington	Routine Payment/E	Payment - Grass cutting	M D Landscapes (Angle) L	S	-742.56	-148.51	-891.07
15 Grounds, Contract B (Old Sch F	02/05/2024	KPC 129-08 16-1-24 & KPC 1	Barclays - Kedington	Routine Payment/E	Payment - Grass cutting	M D Landscapes (Angle) L	S	-75.86	-15.17	-91.03
15 Grounds, Contract E (Great Me	02/05/2024	KPC 129-08 16-1-24 & KPC 1	Barclays - Kedington	Routine Payment/E	Payment - Grass cutting	M D Landscapes (Angle) L	S	-121.38	-24.28	-145.66
15 Grounds, Contract D (Callford G	02/05/2024	KPC 129-08 16-1-24 & KPC 1	Barclays - Kedington	Routine Payment/E	Payment - Grass cutting	M D Landscapes (Angle) L	S	-45.52	-9.10	-54.62
16 Grounds - Strimming	02/05/2024	KPC 129-08 16-1-24 & KPC 1	Barclays - Kedington	Routine Payment/E	Payment - Strimming	M D Landscapes (Angle) L	S	-336.00	-67.20	-403.20
17 Equipment New	07/05/2024	KPC 129-10 26-3-24	Barclays - Kedington		Payment - Post Mix for dog bin	Huws Gray Bulkbase	S	-13.90	-2.78	-16.68
Total								84,523.13	2,596.35	87,119.48

15 May 2024 (2024-2025)

Kedington Parish Council
Net Position by Cost Centre and Code

Cost Centre Name

<u>Administration</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
7	Clerks Expenses				100.00		100.00
8	Councillors Expenses				50.00		50.00
9	Clerks and Councilor Trai				1,000.00		1,000.00
10	Insurance				2,000.00		2,000.00
11	Scribe Accountants Softw				561.60	561.60	
16	Website				130.00		130.00
38	Subscriptions				710.00		710.00
50	Dropbox				80.00		80.00
54	Audit				655.00		655.00
55	Electricity				1,000.00		1,000.00
56	Telephone and Broadband				700.00	60.96	639.04
57	Post				20.00		20.00
58	Stationery				175.00		175.00
60	Email				175.00	4.17	170.83
61	Office Cleaning				250.00	17.00	233.00
67	Shared Office Costs with				360.00		360.00
72	TV Licence				169.50		169.50
73	Portable Appliance Testing				180.00		180.00
					8,318.10	8843.73	7,872.37

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

<u>Earmarked Reserves</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
48	War Memorial						
49	Recreation Equipment						
63	Legal Fees						
64	Training						
71	Elections						

<u>General Parish Requirements</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
46	Asset Maintenance				4,000.00		4,000.00
59	Pest Control				600.00	600.00	
74	D-DAY 80				1,000.00	400.00	600.00
					6,000.00	1,000.00	4,000.00

<u>General Reserves</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
45	Reserve						

<u>Grants and Donations</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
36	Grants and Donations - St				5,000.00	500.00	4,500.00
51	Poppy Appeal - Sec 138B				100.00		100.00
					5,100.00	600.00	4,000.00

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

Kedington Parish Council
Net Position by Cost Centre and Code

16 May 2024 (2024-2025)

Cost Centre Name

<u>HMRC VAT</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
44	Reclaimed VAT						
<hr/>							
<u>PRECEPT</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
43	Precept		88,746.00				88,746.00
			88,746.00				88,746.00
<hr/>							
<u>Salary</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
1	Clerk Salary			33,684.00	4,089.98		29,594.02
3	Village Cleaner			2,300.00	246.44		2,053.56
4	National Insurance Contrib			3,400.00	790.32		2,609.68
				39,384.00	5,126.74		34,257.26
<hr/>							
<u>Village Maintenance</u>		<u>Bal. B/Fwd.</u>	<u>Receipts</u>		<u>Payments</u>		<u>Current Balance</u>
<u>Code</u>	<u>Title</u>		<u>Budget</u>	<u>Actual</u>	<u>Budget</u>	<u>Actual</u>	<u>Budget</u>
20	Grounds, Contract A (Inc C			8,910.72	742.66		8,168.16
21	Grounds, Contract B (Old			910.35	75.86		834.49
22	Grounds, Contract E (Gres			1,456.56	121.38		1,335.18
23	Grounds, Contract D (Calf			546.21	45.52		500.69
25	Grounds - Extras			1,000.00			1,000.00
26	Grounds - Strimming			2,520.00	336.00		2,184.00
28	Equipment New			1,000.00	99.90		901.10
30	Contingencies / Sundries			500.00			500.00
31	Recreation Equipment			4,000.00			4,000.00
32	War Memorial			200.00			200.00
33	Tree Maintenance			3,000.00	70.00		2,930.00
35	Amenity Cleansing			6,300.00			6,300.00
68	The Cut Peppercorn Rent			1.00			1.00
69	Office Extension Pepperc			1.00			1.00
				30,346.84	1,480.22		28,866.62
<hr/>							
NET TOTAL				88,746.00	88,745.84	88,780.88	168,781.26

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

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ANNEX 5

Annual Internal Audit Report 2023/24

KEDINGTON PARISH COUNCIL

<https://www.kedington.suffolk.cloud/>

During the financial year ended 31 March 2024, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2023/24 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No	Not covered
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage those.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.			✓ NONE HELD
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2022/23, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2022/23 AGAR tick "not covered")			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2023-24 AGAR period, were public rights in relation to the 2022-23 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2022/23 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable
			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed)

Date(s) internal audit undertaken

13/05/2024

Name of person who carried out the internal audit

TREVOR BROWN C.P.F.A.

Signature of person who carried out the internal audit

T. Brown

Date

13/05/2024

***If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).**

****Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).**

ANNEX 6

Section 1 – Annual Governance Statement 2023/24

We acknowledge as the members of:

KEDINGTON PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2024, that:

	Answer			Yes means for this authority:
	Yes	No	N/A	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓			prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓			made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓			has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓			during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls where external insurance cover where required.	✓			considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓			arranged for a competent person, independent of its financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓			responded in matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liability or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓			disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund/systems, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A	has met all of its responsibilities where, as a body corporate, it is a sole managing trustee of a local trust or trusts.
			✓	

*Please provide explanations to the external auditor on a separate sheet for each 'No' response and describe how the authority will address the weaknesses identified. These sheets must be published with the Annual Governance Statement.

This Annual Governance Statement was approved at a meeting of the authority on:

21/05/2024


and recorded as minute reference:

9.4

Signed by the Chair and Clerk of the meeting where approval was given:

Chair

Clerk

AENaylor


<https://www.kedington.suffolk.cloud/>

ANNEX 7

Section 2 – Accounting Statements 2023/24 for

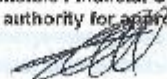
KEDINGTON PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2023 £	31 March 2024 £	
1. Balances brought forward	86,153	85,328	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	81,570	85,576	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	7,685	5,740	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	27,745	34,986	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	82,335	59,094	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	85,328	82,554	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	85,328	82,554	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	282,517	284,749	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		The Council, as a body corporate, acts as sole trustee and is responsible for managing trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)			✓	The figures in the accounting statements above exclude any Trust transactions.

I certify that for the year ended 31 March 2024 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval



Date 21/05/2024

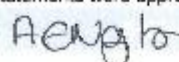
I confirm that these Accounting Statements were approved by this authority on this date:

21/05/2024

as recorded in minute reference:

9.5

Signed by Chair of the meeting where the Accounting Statements were approved



ANNEX 8



Recorders Annual Report - Kedington 2023

January 2023.

Very cold spell of weather for 10 days from the 10th of January up till the 24th January.

21st – 23rd January, Ketton Players laid on their annual pantomime. This year Sue Brown directed "Aladdin" for the delectation of the locals.

February 2023.

11th February, Valentines party at the British Legion Hall.

During February a tree planting initiative was instigated by Kevin and Isaac Betts along with Bob Dellar. A selection of trees were planted in key locations around the village.

18th February 2023, A well attended talk on his own personal early memories of Kedington was given at the library by Peter Deeks.

25th February, The first Gentleman's breakfast of the year was held at the centre. This venture continues to thrive with support of about 40 people at each monthly meeting. The speakers following each breakfast have been enthusiastically received.

On this date, in the evening, the Kedington Community Association held a most successful barn dance at the centre.

March 2023.

Early March, Sgt. Mike Jeffs was presented with an award for his outstanding commitment to his duties as a mentoring support officer in the 6 Regiment AAC.

Saturday 4th March, The latest in a series of highly successful stand-up comedy nights at the community centre. More of these are planned for the future. They are organised by Annis Bounce.

7th March 2023, Kedington Gardening Club hosted a talk on "The Hidden Gardens of Bury St. Edmunds" by Caroline Holmes at the British Legion hall.

25th March 2023, Kedington WI held their spring sale at the British Legion hall.

April 2023.

8th April 2023. The annual Easter egg hunt, sponsored by the I laverhill branch of the Ipswich Town supporters club was held once again on the great meadow. Over 500 eggs were scattered around for eager children to find.

14th April 2023. Bingo night at the Community centre on behalf of the KCA.

21st and 22nd April 2023. Ketton Players presented 'Agatha Crusty and the Parlourmie Murders', Yes! "Agatha CRUSTY" at the community centre.

May 2023.

1st May 2023. The annual duck race organised by the Church Restoration committee was once again held on the river Stour. Owing to a slow running river, Sharon Eames, Brian and their team enthusiastically encouraged the hundreds of ducks to complete the course which as usual terminates just past the weir on the great meadow. No cruelty was witnessed by RSPCA personnel.

7th May 2023. Day long celebrations of the coronation of King Charles III. Starting with a celebration service at the church followed by afternoon big picnic on the great meadow. The day was brought to a close with a live screening of the Coronation Concert from Windsor castle.

13th May 2023. Travelling Traders held a craft market in the British Legion Hall which was raising money for local charities.

20th May 2023. The Kedington branch of the British Legion held a Cheese and Wine supper to accompany their "Evening at the Races" which culminated in dancing to music by Andy.

21st May 2023. Kedington Guides held a sponsored walk and raised over £1250 for the guides trip to Paris.

June 2023.

13th June 2023. Meadowlark darts pairs competition held at the Barnardiston Arms. Won by Lee and James. Paul and Trina were runners-up.

14th June 2023. Meadowlark cribbage pairs competition for the Alan Collier and Joe Deeks trophies held at the Barnardiston Arms. Won by M & S (Steve and Denise). Runners-up were The Lovers (Carly and Chris).

17th June 2023. The annual Meadowlark fete and walking pageant which has been held annually for over 50 years, was enjoyed by a large number of people from Kedington and the surrounding area. A profit on the day of over £5000 will be used for the continuing upkeep and running of the community centre. The day included a Fun Dog show, arena events and various traditional sideshows.

A Grand Party took place in the evening with music and dancing to "The Indietones".

19th June 2023. The first session of a new venture for the village started. Related to the Active Suffolk and Fit Villages promotion, the villagers were introduced to Chair Yoga, a gentle exercise particularly for those people with limited mobility.

July 2023.

15th July 2023. The local Branch of the British Legion held a BBQ at the Legion hall. This was accompanied with live music provided by Chrissie Cadillac (a 50's / 60's tribute act).

16th July 2023. The KCA held a family Rounders competition on the great meadow. This event was kindly supported by local organisations.

28th - 30th July 2023. 3 day order festival at the Barnardiston Arms.

30th July 2023. West Suffolk Classic annual vehicle show on the great meadow. Presented by Baner Town Classic and Outcasts elite. Being run for the second year this proved to be extremely popular with everyone. It is hoped that this event will be repeated in the coming years.

12th August 2023. Science club with Professor Derek Raine was held at the Kedington library.

18th August 2023. A successful Tea & Flizz party was given by the Centre Cafe team at the Kedington Community Centre in aid of 'Breast Cancer Now'.

26th August 2023. A bicycle jumble sale held at the Community centre. All items at this sale were related to bicycles or parts of bicycles.

September 2023.

2nd September 2023. Bobstock live Music and Beer Festival at the Community centre. Day long activities with local and incoming groups providing super entertainment. Headlined once more by "Kickin' up Dust" and culminating with Super DJ, Ross V D Zande.

3rd September 2023. Table Top sale at the British Legion hall. Proceeds to Boomerang's Pet Foodbank.

7th September 2023. Therese Nicholls today retired from many years of voluntary help at the Community Hub. She was presented with a large bouquet of flowers.

9th September 2023. Kedington Church fête and home-grown produce show. Held on the meadow off Church Walk. All proceeds to church funds.

16th September 2023. To commemorate the 100th anniversary of the Women's Institute. Kedington WI installed and dedicated a bench on the Watermill meadow. This was followed by a buffet at the British Legion hall.

17th September 2023. Family Fun day on the great meadow organised and run by Kotton Early Birds as a fund raising event for their expansion project

23rd September 2023. Official unveiling and dedication of memorial headstone for George Smith, a brave young man in the Suffolk Home Guard who was killed whilst assisting others during a 1943 plane crash, was carried out at the cemetery. This was followed by lunch at the British Legion hall.

26th September 2023. Coffee morning at the centre in aid of Macmillan Cancer Support. All proceeds to this worthy charity.

30th September 2023. 'Allo 'Allo theme night held at the Community centre. Hilarious diversions and sketches with authentic looking characters laid on by Ketton Players with most guests dressed up in appropriate costumes.

October 2023.

13th October 2023. A well supported Pickled Onion competition night held at the Barnardiston Arms. A large raffle also took place with proceeds to the Krabbe UK charity. Organised once again by Stuart (Ginge) Watson.

20th October 2023. First night of the new Film Club season. A total of 8 films will be shown over the coming winter months starting with tonight's film 'ELVIS'.

21st October 2023. A very moving and absorbing talk presentation by Phil Ince at the Gentleman's Breakfast morning describing his father Tom's 14 week journey from Liverpool to Singapore and consequent capture by the Japanese and of his incarceration in POW camps on the 'Railway of Death' in Singapore and Thailand. He plans to talk again to a wider audience at the centre on 16th of November

21st October 2023. Travelling Traders Autumn craft market at the British Legion hall.

29th October 2023. The Parish Council, along with some eager volunteers, planted 500 daffodil bulbs on the Watermill meadow.

November 2023.

11th November 2023. Armistice Day service at the churchyard War Memorial.

12th November 2023. Remembrance Day parade through the village from Barnardiston Arms to the church. Huge turnout of villagers and local organisations. Large representation of youth groups.

17th November 2023. Kedington village gets runner-up award from Active Suffolk. Chair of Kedington Parish Council Ann Naylor received the award.

18th November 2023. Christmas Bonanza held at the Community centre. Proceeds to the Church fund.

24th November 2023. Ketton Early Birds pre-school group held a bingo night at the Community Centre

December 2023.

1st December 2023. Christmas readings and memories with the Friends of Kedington Library. Held in the Library, wine and mince pies were available

2nd December 2023. Christmas party at the British Legion Hall with a festive disco and supper. This was a branch fund raising event.

7th December 2023. Kedington Centre Cafe laid on a superb 2 course Christmas meal with wine for a total cost of £7. (Wine extra) Greatly appreciated by all.

8th December 2023. The bell-ringers and their helpers once again installed the Christmas tree on top of the church tower.

9th December 2023. Father Christmas took some time off to visit the Community centre. He encouraged people to donate to the Reach Community Project and to the Joshua Tarrant Trust.

19th December 2023. Councillor Ann Naylor receives certificate of recognition for her continued supreme efforts on behalf of our community.

General comments.

It is gratifying to note that the various organisations in the village continue to work together on many of the years events. The KCA, Kedington Parish Council and the Royal British Legion (Kedington Branch) generally work as one on most major events. It is a credit to the officers of these organisations that this is possible.

Other groups in the village continue to thrive and their efforts are generally very well supported.

Peter Deeks
Kedington village recorder
February 2024

