

POLSTEAD PARISH COUNCIL

Clerk: Christine Hargan 4 Northfield Road, Onehouse, Stowmarket Suffolk IP14 3HF

Telephone: 01449 674727

Email: clerk@polstead-pc.gov.uk

PUBLIC NOTICE

A Meeting of Polstead Parish Council will be held on
Thursday 17th November 2022 starting at 7.30pm
at Polstead Village Hall.

The Public and Press are invited to attend with the public participation session being held at the meeting.

Except where members of the public have been excluded due to the confidential nature of the business, any person may film, photograph, audio record or use social media to report on meetings of the Council including the public participation session.

Christine Hargan

Signed by Christine Hargan Clerk to Polstead Parish Council Dated 11th November 2022

POLSTEAD PARISH COUNCIL

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Dear Councillor

You are summoned to a Meeting of Polstead Parish Council on Thursday 17th November 2022 starting at 7.30pm in Polstead Village Hall. The Agenda for the meeting is listed below.

Christine Hargan

Signed by Christine Hargan Clerk to Polstead Parish Council Dated 11th November 2022

167. Apologies for absence
168. Receive **declarations of interests** and **requests for dispensation** from Councillors
169. Agree **Minutes** of Polstead Parish Council (PPC) meeting held on 20th October 2022
170.
 - a. Receive **reports from County Councillor and District Councillor**
 - b. Receive **questions from Parishioners** (contributions to be limited to 2 minutes)
 - c. Update from Nature Citizen
171. Receive **reports and questions from Councillors**
172. Agree actions on **emails distributed** by Clerk since the last meeting
173. Agree actions required following the **Clerk's Report**
174. **Planning**
 - a. **Consider Planning application no:**
 - [DC/22/05472](#) Ponds Farmhouse The Ponds Polstead Colchester Suffolk CO6 5BP
Notification of Works to Trees in a Conservation Area - Coppice 3No. Alder (T1.T2 and T3),
Fell 1No. Weeping Willow (T4) and Fell 1No. Oak (T5)
 - [DC/22/05359](#) Spring Cottage Spring Lane Polstead Sudbury Suffolk CO10 5JP
Erection of swimming pool enclosure (following demolition of existing).
 - [DC/22/05286](#) Amberley White Street Green Polstead Sudbury Suffolk CO10 5JN
Erection of garage (following demolition of existing); Erection of conservatory and utility room;
Erection of attached garden room including verandah and entrance porch. Upgrading of
existing vehicular access.
 - [DC/22/05218](#) Yeomans Cottage Mill Street Polstead Colchester Suffolk CO6 5AD
Householder Application - Erection of a pitched roof rear porch (following demolition of
existing), partial re-rendering, re-laying existing roof tiles, erection of a boiler flue; Erection of a
greenhouse (re-submission of DC/22/02201)
 - [DC/22/05219](#) Yeomans Cottage Mill Street Polstead Colchester Suffolk CO6 5AD
Application for listed building consent
 - [DC/22/05656](#) Stratford House, Martens Lane, Polstead, Colchester Suffolk CO6 5AG
Change of use from C3 (home gym) to mixed use comprising C3 & Class E (gym for one-to-
one training).
 - b. **Consider the status** of planning applications, appeals, enforcement referrals and any potential
planning issues
 - c. Boxford Fruit Farms - update
175. **Finance**
 - a. Receive the **RFO Report**
 - b. Review the Reconciliation of Accounts against Bank Statements and the Statement of Accounts vs
Budget
 - c. authorise payments made since the last meeting and to be made:
 - d. Note income received since the last meeting.
 - e. Budget 2023-24
176. Consider update on **Polstead WI's plans to convey their land in Polstead**
177. Consider any issues raised regarding **Highways and Footpaths**
 - a. 30mph Speed update
178. Consider any **Asset, allotment, playground or playing field** issues including report on Footpath
management
 - a. Purchase of outdoor gym equipment and football nets
 - b. Gate to Rockalls Road playground

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- c. Update on Cllr Sowman's query regarding a Defibrillator
- 179. Review Grit, Litter and Dog bins
- 180. Review Notice Boards
- 181. Christmas 2022
 - a. Carol Service – plans, publicity and support
 - b. Christmas tree
- 182. Warm Space Fridays at the village hall
- 183. Meeting dates for 2023
- 184. Future **agenda items**
- 185. Time date and place of next meeting provisionally for 7.30pm Thursday 22nd December 2022 at the Village Hall, Polstead should an urgent planning application is received. 19th January 2023.

Agenda Item 168 Request for Dispensation

If there is an item on this agenda for which you have a pecuniary interest you will not be able to take part in any of the discussion or vote on a resolution. However, if you wish the council to consider your request for dispensation you need to write to the Clerk ahead of the meeting stating your reasons on why you should be given a dispensation.

Cllr Engleheart has asked for dispensation on the planning item DC/22/

Agenda Item 170 Reports

From County Councillor, District Councillor and annual report from Nature Citizen attached to Summons

Request for funding of further £250 for Nature Citizen

SCC confirmation that the reports of the speed signs have been recorded and matrix for action re repair.

Unity Trust Bank confirmation of transfer of funds from Barclays 9th November 2022

BDC Name the bin lorries competition

Cllr Hall and Wards

Agenda Item 171 Reports and questions from Councillors

None Received

Agenda Item 172 Clerk's report

Correspondence

CCllr Hall update on the sewerage problem at Bower House Tye, next visit for the contractors booked at Mid-December.

Anglian Water, replacement of manhole cover at the entrance to the allotments in Rockalls Road.

Warm Space Fridays, poster sent for info

BDC Boxford Neighbourhood plan adopted

SCC Rural Mobility Survey

BDC notifications of major developments in the area

Cllr Davey report on road safety signs

Nature Citizen report on the allotment woodland

Tree Planting – request from resident to plant trees on Whilte Street Green, response sent that the village greens are not suitable for planting trees and a suitable memorial area being sought within the parish

BDC Land provision of social housing.

WeiMedical.com Software update for Defibrillators – ours were not affected.

SALC anticipated increase in the subscription of around 4% for 2023-24

Agenda Item 173 Clerk's Report

Minute	Action	who	Complete
22/151	Forward information on Defibrillator database to Clerk	SS	
22/151	Investigate information on database and report findings to November meeting	Clerk	
ongoing	Editorial to LSPN news	Clerk	✓
22/151	Small pockets of land for social housing, forward information to chair	All	
22/151c	Boxford Suffolk Farms fruit cages in White Street Green update in November	JF/AW	
22/151e	Liaise with CCllr Hall and Shaun regarding meeting to discuss sewerage problem in Bower House Tye	Clerk	
22/135	Check hedgerows for cricket equipment	All	
22/136	Notify Clerk of the final location of the dog bin removed from Stackwood Road. Awaiting confirmation for final position from landowner	JO	ongoing
22/154	Extension requested and comments to planning applications to BDC Planning Green	Clerk	✓

Associated Papers PPC for Meeting on 17th November 2022

22/155	Notify suppliers of change of bank and associated delay in payment, to 3 November.	Clerk	✓
22/155	Pay suppliers		
22/157	Identify 30mph signs and forward to clerk	TD	
22/157	Forward information on missing signs to SCC Highways	Clerk	✓
22/157	Liaise with SCC cutting back hedge to improve visibility on footpath 2 on bypass	Clerk	✓
22/158	Contact CO10 Gardening to discuss replacement gate to Rockalls Road Playground and report back to Parish Council	Clerk	✓
22/158	Purchase pair of football nets	clerk	
22/158	Gym Equipment gain further information on potential number of people to use the equipment	AD	
22/159	Clerk to organise replacement dog bin post	Clerk	
22/162a	Carol Service flyers, organise printing of 150 flyers	AW	
22/162b	Christmas tree Identify supplier used last year and purchase 10 foot Christmas tree, liaise with Mr Peck for delivery on 2 December	Clerk	✓
	Agenda items for the next meeting Carol Service Purchase of outdoor gym equipment and football nets Boxford fruit farms Gate to Rockalls Road playground 30mph speed update	Clerk	
	Forward email address for BDC Planning to member of public	Clerk	✓

Agenda Item 174 Planning

Status of Planning applications

DC/22/03466	Cockledown Wood	Application for a Lawful Development Certificate for an Existing Use, Operation or Activity including those in breach of a Planning Condition. Town and Country Planning Act 1990: Section 191 as amended by section 10 of the Planning and Compensation Act 1991. Town and Country Planning (Development Management Procedure) (England) Order 2015 - Use of Woodland as Wellness Centre Retreat and siting of cabins.	22/154		Awaiting decision
DC/22/04484	The Old Post Cottage, Water Lane, Polstead, Colchester Suffolk CO6 5AA	Discharge of condition 4 biodiversity enhancement strategy		Not consulted	Granted
DC/22/02912	Bankside Mill Lane Polstead Colchester Suffolk CO6 5AB	Discharge of conditions for DC/22/01797 agreement of materials		Not consulted	Granted
DC/22/03949	The Ride Straight Road Polstead Heath Polstead Colchester Suffolk CO6 5BB	Reconstruction of mono pitch roof with extended roof overhang and insertion of new windows -			Pending
DC/22/04840	Yvans Hall Evans Heath Polstead Ipswich Suffolk IP7 5NX	Conversion of former barn outbuilding to annex/holiday let accommodation comprising extension to reinstate first floor and pitched roof to west end. Erection of single storey sun room to dwelling. Replacement of 4 No window units to dwelling. Roof extension and reinstatement to outbuilding to form domestic animal pens (former built range now dilapidated). Installation of wall enclosures, hayloft mezzanine & windows to existing steel barn for domestic animal accommodation. Erection of pergola timber garden structure to footprint of former cartlodge	22/154	No objection but suitable condition	Awaiting decision
DC/22/04841	Yvans Hall Evans Heath Polstead Ipswich Suffolk IP7 5NX	Application for listed building consent for above	22/154	No objection	Awaiting decision
Reference	Address	Planning Details	PPC Minute	Parish Council Comments	Babergh DC Comments

Associated Papers PPC for Meeting on 17th November 2022

DC/22/03466	Cockledown Wood	Application for a Lawful Development Certificate for an Existing Use, Operation or Activity including those in breach of a Planning Condition. Town and Country Planning Act 1990: Section 191 as amended by section 10 of the Planning and Compensation Act 1991. Town and Country Planning (Development Management Procedure) (England) Order 2015 - Use of Woodland as Wellness Centre Retreat and siting of cabins.	22/154		Awaiting decision
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DC/22/04841	Yvans Hall Evans Heath Polstead Ipswich Suffolk IP7 5NX	Application for listed building consent for above	22/154	No objection	Awaiting decision
DC/22/04844	Snail Hall Millwood Road Polstead Colchester Suffolk CO6 5AU	Proposed installation of ground mounted and roof mounted photo-voltaic panels.		No objection	Awaiting decision
DC/22/04278	Jesmond Lodge Polstead Hill Polstead Colchester Suffolk CO6 5AH	Notification of Works to Trees in a Conservation Area - Reduce crown of 4No. Sycamores (T1 - T4) by 30%. Reduce crown of 1No. Oak (T5) by 30%. Reduce crown of 1No. Silver birch by 30%. (T6)	22/154	No Objection	Awaiting decision
DC/22/04165	Rockalls Lodge Rockalls Road Polstead Colchester Suffolk CO6 5AT	Rockalls Lodge Rockalls Road Polstead Colchester Suffolk CO6 5ATto	22/154	No objection	Awaiting decision
DC/22/04840	Yvans Hall Evans Heath Polstead Ipswich Suffolk IP7 5NX	Conversion of former barn outbuilding to annex/holiday let accommodation comprising extension to reinstate first floor and pitched roof to west end. Erection of single storey sun room to dwelling. Replacement of 4 No window units to dwelling. Roof extension and reinstatement to outbuilding to form domestic animal pens (former built range now dilapidated). Installation of wall enclosures, hayloft mezzanine & windows to existing steel barn for domestic animal accommodation. Erection of pergola timber garden structure to footprint of former cart lodge.	22/154	No objection in principle but recommend suitable clause	Awaiting decision
DC/22/0484	Yvans Hall Evans Heath Polstead Ipswich Suffolk IP7 5NX	Listed building consent	22/154	No objection	Awaiting decision
DC/22/04844	Snail Hall Millwood Road Polstead Colchester Suffolk CO6 5AU	Proposed installation of ground mounted and roof mounted photo-voltaic panels.	22/154	No objection	Awaiting decision
DC/22/03949	The Ride Straight Road Polstead Heath Polstead Colchester Suffolk CO6 5BB	Reconstruction of mono pitch roof with extended roof overhang and insertion of new windows	22/154	No objection	Awaiting decision
DC/22/05106	Mill Street Polstead Suffolk	Installation of a substation on the Mill Street compound	22/154	No objection	Awaiting decision

Potential Planning issues – Boxford Farms planting of fruit trees and enclosures

Agenda Item 175 Finance

Approve payments that have been made

Payments to be made

£376.48 Clerk Salary for October

£128.00 Ben Patrick CO10 Gardening

£308.00 Ben Patrick CO10 Gardening Gate post, concrete and labour to fit

Associated Papers PPC for Meeting on 17th November 2022

Actual v's Budget at 30 October 2022

Budget to Date				
	2021/22		2022-23	
	Budget	To year end	Budget	YTD
Income				
Balance Brought Forward from current a/c	19500	19,500.00		36,306.55
Balance b/f from Business Premium a/c				3,335.25
Grants	745.00		745.00	194.32
Bank Interest	0.00	1.00	1.00	1.46
Allotment rent	120.00	81.68	120.00	81.68
Wayleave	22.00	21.01	22.00	0.00
CIL	0.00	0.00	0.00	0.00
Precept	19,500.00	19,500.00	22,500.00	22,500.00
Transfer				500.00
VAT Repayment	0.00		0.00	1,043.70
Total Income	£20,387.00	£19,603.69	£23,388.00	£24,321.16
Expenditure				
	Figures exclude VAT where paid as it is reclaimed, and is shown as VAT paid			
Clerk Salary	4,700.00	4,500.00	4,700.00	1,855.80
Insurance	600.00	580.00	600.00	0.00
Admin	2,355.00	2,305.00	2,355.00	735.36
Audit	380.00	340.00	380.00	140.00
Donations	1,000.00	1,000.00	1,000.00	250.00
Chairman's allowance	60.00	100.00	60.00	0.00
Community Wardens	710.00	700.00	710.00	385.50
dog and litter bins	950.00	850.99	950.00	838.00
Footpaths	950.00	3,200.00	3,200.00	720.00
Grass Cutting (P3 Scheme)	5,500.00	4,825.00	5,500.00	680.00
Ditch Clearance	0.00	0.00	0.00	0.00
Maintenance	1,200.00	1,200.00	1,200.00	1,539.29
Projects	2,000.00	1,825.00	2,000.00	3,178.15
Village Hall	965.00	965.00	965.00	113.00
Contingency	500.00	500.00	500.00	0.00
CIL	0.00	7,537.00	0.00	0.00
VAT paid	0.00	1,700.00	0.00	513.26
Transfer				500.00
Total Expenditure	£21,870.00	£32,127.99	£24,120.00	£11,448.36
Totals Income - Expenditure	-£1,483.00	-£12,524.30	-£732.00	£12,872.80
Totals Income - Expenditure including balance B/F				£52,514.60
Bank Reconciliation				
Barclays Community Account at 30/9/22				£49,063.98
Barclays Business Premium Account at 30/9/22				£3,336.53
Unity Trust Bank Current account at 30/9/22				£408.91
Unity Trust Bank Deposit account at 30/9/22				£0.18
Uncashed Cheques				295.00
Total Held in all accounts				52,514.60

Associated Papers PPC for Meeting on 17th November 2022

Actuals at 15/11/22

Budget to Date				
	2021/22		2022-23	
	Budget	To year end	Budget	YTD
Income				
Balance Brought Forward from current a/c	19500	19,500.00		36,306.55
Balance b/f from Business Premium a/c				3,335.25
Grants	745.00		745.00	194.32
Bank Interest	0.00	1.00	1.00	1.46
Allotment rent	120.00	81.68	120.00	81.68
Wayleave	22.00	21.01	22.00	21.01
CIL	0.00	0.00	0.00	0.00
Precept	19,500.00	19,500.00	22,500.00	22,500.00
Transfer				52,626.52
VAT Repayment	0.00		0.00	1,043.70
Total Income	£20,387.00	£19,603.69	£23,388.00	£76,468.69
Expenditure				
	Figures exclude VAT where paid as it is reclaimed, and is shown as VAT paid			
Clerk Salary	4,700.00	4,500.00	4,700.00	2,715.16
Insurance	600.00	580.00	600.00	0.00
Admin	2,355.00	2,305.00	2,355.00	1,068.53
Audit	380.00	340.00	380.00	340.00
Donations	1,000.00	1,000.00	1,000.00	800.00
Chairman's allowance	60.00	100.00	60.00	0.00
Community Wardens	710.00	700.00	710.00	385.50
dog and litter bins	950.00	850.99	950.00	838.00
Footpaths	950.00	3,200.00	3,200.00	720.00
Grass Cutting (P3 Scheme)	5,500.00	4,825.00	5,500.00	1,134.00
Ditch Clearance	0.00	0.00	0.00	0.00
Maintenance	1,200.00	1,200.00	1,200.00	2,109.63
Projects	2,000.00	1,825.00	2,000.00	3,178.15
Village Hall	965.00	965.00	965.00	209.00
Contingency	500.00	500.00	500.00	0.00
CIL	0.00	7,537.00	0.00	0.00
VAT paid	0.00	1,700.00	0.00	636.36
Transfer				52,626.52
Total Expenditure	£21,870.00	£32,127.99	£24,120.00	£66,760.85
Totals Income - Expenditure	-£1,483.00	-£12,524.30	-£732.00	£9,707.84
Totals Income - Expenditure including balance B/F				£49,349.64
Bank Reconciliation				
Barclays Community Account at 14/11/22				£0.00
Barclays Business Premium Account at 14/11/22				£0.00
Unity Trust Bank Current account at 14/11/22				£46,012.93
Unity Trust Bank Deposit account at 14/11/22				£3,336.71
Outstanding payments				
Total Held in all accounts				49,349.64

Associated Papers PPC for Meeting on 17th November 2022

Balance at Unity Trust Bank on Tuesday 15 November 2022

Group Selected: Main ▼

Change Group >

Below you will find an overview of the accounts you have access to.

Account Number	Sort Code	Account Title	Balance	GBP Balance
002788748: Polstead Parish Council				
20462217	60-83-01	Unity Current Account T1	46,012.93 GBP	46,012.93
20462220	60-83-01	Instant Access Account	3,336.71 GBP	3,336.71
Total:				49,349.64
Group Total:				49,349.64

Balances are correct at the time of viewing. They may change throughout the day as payments or deposits are made.

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Payments made since last meeting

09/11/2022		22/15	WAVE/Anglian Water Business	£26.84	£0.00
09/11/2022		104407612	Sudbury Town Council	£462.60	£0.00
09/11/2022		825023265	SALC	£36.00	£0.00
09/11/2022			Polstead Village hall	£96.00	£0.00
09/11/2022		440498250	PKF Littlejohn	£240.00	£0.00
09/11/2022			Ben Patrick CO10 Gardening	£404.00	£0.00
09/11/2022			Ben Patrick CO10 Gardening	£208.00	£0.00
09/11/2022			Clerk Salary August	£482.88	£0.00
09/11/2022			Clerk Salary September	£376.48	£0.00
09/11/2022			Clerk Expenses	£303.17	£0.00
09/11/2022			Transfer from Barclays current account	£0.00	£48,789.99
09/11/2022			Polstead Village hall	£500.00	£0.00
09/11/2022			Polstead Village Hall	£50.00	£0.00

Budget 2023-24

In the budget calculations I have made the following assumptions:

Income

- Suffolk County Council and Babergh District Council will continue to pay the grants for grass cutting at the same rate as the current year
- That there are no additional new properties in the parish and therefore the numbers for Precept will remain the same. Confirmation is due during December, therefore the budget cannot be finalised until January 2023.

Expenditure

- Assumed that the £3,447 remaining for the transfer of land from the WI to the Village Hall committee will be finalised and that the payment will be made from CIL funds.
- The projects budget could be used to pay for celebrations in connection with the Coronation of King Charles
- It is assumed that the Clerk will receive a 5% pay rise to include both the cost of living and an increment on attaining the CILCA qualification.

Appendix shows the full rationale for the 2023/24 budget. Polstead Parish Council is asked to consider a total expenditure budget of ?

Below you will find tables that show a comparison between 2021/22 actual expenditure to date for 2022/23 and anticipated year end expenditure for 2022/23 and also anticipated budget for 2023/24

Associated Papers PPC for Meeting on 17th November 2022

	2021 / 22		2022 / 23		2023-24	Notes on Budget Next Year	Probable Actual Comments	
	Budget	Actual	Budget	Actual to Date	Budget			
Income								
Bank Interest	0.00	0.25	0.00	1.46	10.00			
Recycling	0.00	0.00	0.00	0.00	0.00			
Grants	745.00	0.00	745.00	194.32	745.00	P3 £195 /		
Allotment Rent	120.00	81.68	120.00	81.68	90.00			
Wayleave	22.00	0.00	22.00	21.01	22.00			
QDJ	0.00	0.00	0.00	0.00				
Donation	0.00	0.00	0.00	0.00				
Compensation	0.00	0.00	0.00	0.00				
Other	0.00	0.00	0.00	0.00				
CIL	0.00	0.00	0.00	0.00				
VAT Repayment	0.00	1,043.70	0.00	1,043.70	700.00			
Total Income	887.00	1,125.63	887.00	1,342.17	1,567.00			
Precept	19500	19,500.00	22,500.00	22,500.00				
Expenditure								
Clerks Salary	4,700.00	1,044.24	4,700.00	1,855.80	5,172.00	416 hours @ £11.84 + 5% = £5,171.71		
Admin	2,355.00	517.85	2,355.00	722.06	2,395.00	SALC £380 / CAS £30 / VH Rent £250 / Training £600 / Expenses inc Travel £500 / Clerk WFHA £312 / Subscriptions £50 / ICO £38 / OneSuffolk £50 / Playground Rent £55 / Online Mapping £50, bank charges £80		
Insurance	600.00	577.91	600.00	0.00	600.00			
Audit Inspections	380.00	140.00	380.00	140.00	380.00	External Auditor £200 /		
Donations	1,000.00	100.00	1,000.00	250.00	1,000.00	Church Clock Maint £150 / Local		
Chairman's Allowance	60.00	0.00	60.00	0.00	60.00			
Community Wardens	710.00	0.00	710.00	385.50	700.00	25 hours @ £21.20 + £180 mileage (20		
Dog & Litter Bins	950.00	838.00	950.00	838.00	950.00	13 dog bins (£50) 6 Litter (£50)		
Footpaths	950.00	320.00	3,200.00	720.00	3,300.00			
Grass Cutting	5,500.00	384.00	5,500.00	680.00	5,500.00			
Ditch Clearance	0.00	0.00	0.00	0.00	0.00			
Maintenance	1,200.00	717.89	1,200.00	1,306.18	1,700.00	Wooden Asset Maintenance £500 /		
Projects	2,000.00	3,204.24	2,000.00	3,178.15	5,000.00	coronation and gym equipment?		
Village Hall	965.00	13.00	965.00	113.00	1,000.00	Heating Oil + Defib electric £30		
Contingency	500.00	0.00	500.00	0.00	500.00			
CIL	0.00	0.00	0.00	0.00	3,447.00	WI Freehold £3,447		
VAT Paid	0.00	303.04	0.00	474.26	0.00			
Total Expenditure	21,870.00	8,160.17	24,120.00	63,289.47	31,704.00			
Reserves held by PPC								
		2020 / 21		2021 / 22		2022 / 23		2023 / 24
		Start of year	End of year	Start of year	End of year	Start of year	End of year	Start of year
General Reserves 8/12ths of Expenditure from June 2022	16,080.00	10,413.38	12,545.40	12,545.40	4,688.99	17,413.33	17,413.33	16,080.00
Restricted - CIL		9,617.56	9,617.56	9,617.56	9,617.56	9,617.56	9,617.56	9,617.56
Earmarked Reserves								
Asset Replacement		12,000.00	12,000.00	12,000.00	12,000.00	12,000.00	6,000.00	6,000.00
Play Equipment Replacement		8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	2,892.89	2,892.89
Election Costs		2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	0.00	2,000.00
Total Earmarked Reserves		22,000.00	22,000.00	22,000.00	22,000.00	22,000.00	8,892.89	10,892.89
Total Reserves		42,030.94	44,162.96	44,162.96	36,306.55	49,030.89	35,923.78	36,590.45

Associated Papers PPC for Meeting on 17th November 2022

Summary Position			
	2021 / 22	2022 / 23	2023 / 24
Total Reserves B/F	44,162.96	49,030.89	36,590.45
Income ex Precept	1,125.63	887.00	1,567.00
Precept	19,500.00	22,500.00	23,000.00
Total Income & Reserves B/F	64,788.59	72,417.89	61,157.45
Expenditure	8,160.17	24,120.00	31,704.00
Total Reserves C/F	36,306.55	35,923.78	35,923.78
Total Expenditure & Reserves	44,466.72	60,043.78	67,627.78
Tax Base	388.47	400.77	
Band D Council Tax	50.20	56.14	

Clerk Salary – I have been notified of the salary award by National Association of Local Council Clerks which is pasted below: Currently my salary is SCP 8 and the pay award should be backdated to 1 April 2022. During the next year I will be due an annual as I have been employed since 1 December last year and also an increment for completing the CiLCA qualification once the certificate is awarded.

Can I please ask for consideration that the salary is elevated to SCP 8 at the correct level and backdated to April 2022.

SCP	1 April 2021		1 April 2022		Scale Ranges
	£ per annum	* £ per hour	£ per annum	* £ per hour	Based on SCP
1	£18,333	£9.53	£20,258	£10.53	Below LC Scale (for staff other than clerks)
2	£18,516	£9.62	£20,441	£10.62	
3	£18,887	£9.82	£20,812	£10.82	
4	£19,264	£10.01	£21,189	£11.01	
5	£19,650	£10.21	£21,575	£11.21	LC1 (5-6) (below substantive range)
6	£20,043	£10.42	£21,968	£11.42	
7	£20,444	£10.63	£22,369	£11.63	LC1 (7-12) (substantive benchmark range)
8	£20,852	£10.84	£22,777	£11.84	
9	£21,269	£11.05	£23,194	£12.06	
10	£21,695	£11.28	£23,620	£12.28	

Agenda item 176 transfer of land to Polstead Village Hall

Agenda item 177 – Highways and Footpaths

Agenda item 178 Asset Allotments and Playing fields Outdoor gym equipment

Business case by Angie Davey **Consideration of the purchase of outdoor gym equipment for the recreation ground.**

Awaiting quotation for replacement gate from Ben Patrick. I have been advised that the issue with the gate is that it rests on concrete posts and that prevents an automatic closure spring being added.

Agenda item 180 Review Dog and litter bins

Agenda item 181 Christmas

Delivery of Christmas tree organised for Friday 2 December to Village Shop

Agenda Item 182 Warm Space Fridays

Agenda Item 183 Meeting Dates for next year.

Thursdays January 19, Feb 16, Mar 16, Apr 20, May 18, June 15, Jul 20, Aug 17 Sept 21, Oct 19, Nov 16, Dec 14th

Annual Parish Meeting Apr 6th
Date for elections to be confirmed.