

Agenda Item 85 Councillor 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.

Agenda Item 88 emails circulated

If there is an email that I have circulated which is not included on the agenda and you consider it should be discussed, please raise the item at this point.

Agenda Item 89 Clerk's Report

Minute	Action	Complete ✓
20/068	Minutes placed on website.	✓
20/069	Applied to James Finch and Lee Parker for locality grant awards towards cost of SID.	✓
20/072 d	Payments made to suppliers.	✓
20/072	External Audit placed on website and notice board.	✓
20/076	Wrote regarding Newton's NP.	✓
20/078	Wrote expressing interest in Quiet Lanes.	✓
20/078	Wrote to two livery stables in parish.	✓
20/079	Community Wardens will Litter Pick along Bures Road by the 13th November 2020.	
SCC Ref	Highway Issues	
293897	Wyatts Lane - Reflective markers for steep bend missing on unlit bend of road.	
???????	Missing barrier at the pond in Upper Road / Chapel Lane.	
	Clerk's Delegated Powers	
	Not used since last meeting.	
	Clerk Hours	
	As at 1st November 2020 the Clerk Worked 137.25 hours / Paid 120 hours.	

Agenda Item 90a RFO Report

Receipts & Payments

Date	Details	Ref	Power	Receipts	Payments
08/09/20	CAS - Insurance	572	LA 2011 ss 1 to 8	0.00	171.84
21/09/20	BDC Precept			3,106.00	0.00
23/10/20	BDC Grant for SID			500.00	0.00
10/11/20	Navigus Planning - NP consultancy	573	LA 2011 ss 1 to 8	0.00	1,830.00

Reconciliation

	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Treasurers Account	30/09/20	£25,192.64	£22,794.44	£2,898.20	£500.00	£0.00
Cash	02/11/20	£0.00	£0.00			£0.00
		£25,192.64	£22,794.44	£2,898.20	£500.00	

Budget v's Actual

	Budget	Actual		Reserves	Budget	Actual
Assets B/Forward		£12,822.59				
Income			Expenditure			
Precept	£6,000.00	£6,212.00	Clerks Salary		£2,772.00	£1,071.84
Grants	£276.40	£500.00	Admin		£1,500.00	£239.04
Bank Interest	£0.00	£0.00	Donations		£750.00	£0.00
NP Grant	£0.00	£8,395.00	Subscriptions		£325.00	£184.37
CIL	£0.00	£0.00	Insurance		£200.00	£171.84
VAT Repayment	£0.00	£426.23	Inspection		£200.00	£200.00
Other	£0.00	£188.17	Maintenance		£700.00	£222.93
			Village Hall		£0.00	£0.00
			Contingency		£500.00	£469.85
			NP		£0.00	£1,525.00
			Community Wardens		£1,100.00	£1,000.00
			CIL	£1,977.42	£0.00	£0.00
			VAT Paid		£0.00	£664.68
Total	£6,276.40	£15,721.40	Total	£1,977.42	£8,047.00	£5,749.55
			Assets C/Forward			£22,794.44
Total		£28,543.99	Total			£28,543.99

Agenda Item 90b SID



To: -
Mr Dave Crimmin
Little Cornard Parish Council
yourclerk@btinternet.com

2nd November 2020

Our Ref JPQ10733

Dear Dave,

Thank you for your valued enquiry regarding vehicle activated signs. I have pleasure in submitting our quotation as below.

To Supply: -

- ◆ **Portable Mini Speed Indicator Device (miniSID), battery powered complete with spare Lead Acid battery, 'intelligent' charger, sign cover and bracket set for a cost of £2,625.00 each plus VAT.**



Dimensions: 450mm x 400mm
Weight: 11kg (including battery)

- ◆ **Data Collection Unit (Bluetooth to your existing Android Device, running on 7.0 or newer version. App download required from Google Play Store) for a cost of £350.00 per sign excluding VAT.**

OPTIONAL EXTRA:

- ◆ **Additional bracket sets for a cost of £50.00 per set excluding VAT.**
- ◆ **Additional Lead Acid Battery 12v – 14Ah (suitable for MiniSID only) for a cost of £60.00 each excluding VAT.**
 - **Upgrade to Lithium battery 12v- 10Ah (40% more longevity guaranteed) for a cost of £170.00 each excluding VAT**
- **All of our portable signs come complete with our comprehensive THREE-YEAR WARRANTY which covers everything except vandalism, impact damage, theft and batteries*.**
 - * Batteries include manufacturers ONE-year warranty

For a mini SID, a Data Collector Unit and 2 additional brackets (we have 3 poles) the total costs will be £3,075 + VAT.

Agenda Item 90c Road Sweeper

Cllr Johnson has estimated that a 7 hours hire @ £40 per hour = £280 will be required for the road sweeping in the parish.

Agenda Item 90d Budget Proposal 2021 / 2022

Income

I have included the grant that SCC pays LCPC for cutting the footpaths in 2021.

Expenditure

The following should be noted:

- The cost of using the Community Wardens for 1 hour per week is included in the budget. This is worst case and assumes no rollover from 2020 / 21
- I have assumed that there will not be any expenditure on the Bus Shelter
- The SID expenditure will be spent during 2020 / 21
- A 2% cost of living rise is assumed to become effective from the 1st April 2021. The new Clerk's hours are assumed to be increased to 5 per week and the base salary scale is assumed to be increased to SCP 8 from 1st October 2021. An allowance of 20 hours is included to allow for my handover to the new Clerk.
- Appendix A shows the full rational for the 2021 / 22 budget
- LCPC is asked to consider **a total expenditure budget of £8,673 for 2021 / 22.**

Please find below tables which show a comparison between 2019 / 20 budget and actual, 2020 / 21 budget, actual to date and that **anticipated at year end** and that anticipated in 2021 / 22.

	2019 / 20		2020 / 21			2021 / 22
	Budget	Actual	Budget	Actual to Date	To year end	Budget
Income						
Grants	276.40	276.40	276.40	500.00	1,776.40	276.40
Bank Interest	0.00	0.00	0.00	0.00	0.00	0.00
NP Grant	0.00	4,995.00	0.00	8,395.00	8,395.00	0.00
CIL	0.00	1,977.42	0.00	0.00	1,977.42	0.00
Other	0.00	0.00	0.00	188.17	188.17	0.00
VAT Repayment	0.00	205.88	0.00	426.23	426.23	0.00
Total Income	276.40	7,454.70	276.40	9,509.40	12,763.22	276.40
Precept		6,000.00			6,212.00	
Expenditure						
Clerks Salary	2,597.33	2,665.25	2,772.00	1,071.84	2,660.35	2,710.00
Admin	1,100.00	2,166.79	1,500.00	239.04	1,100.00	1,658.00
Donations	600.00	610.00	750.00	0.00	750.00	750.00
Subscriptions	325.00	179.24	325.00	184.37	325.00	355.00
Insurance	200.00	171.84	200.00	171.84	171.84	200.00
Inspection	200.00	200.00	200.00	200.00	200.00	200.00
Maintenance	700.00	464.00	700.00	222.93	700.00	700.00
Village Hall	0.00	0.00	0.00	0.00	0.00	0.00
Contingency	500.00	0.00	500.00	469.85	2,300.00	500.00
NP	0.00	4,995.00	0.00	1,525.00	8,395.00	500.00
Community Warden	0.00	0.00	1,100.00	1,000.00	1,000.00	1,100.00
CIL	0.00	0.00	0.00	0.00	1,977.42	0.00
VAT Paid	0.00	426.23	0.00	664.68	700.00	0.00
Total Expenditure	6,222.33	11,878.35	8,047.00	5,749.55	20,279.61	8,673.00

Associated Papers LCPC Meeting on 10th November 2020

Appendix A

	2021 / 22	
	Budget	Notes on Budget Next Year
Income		
Grants	276.40	Footpath Grant
Bank Interest	0.00	
NP Grant	0.00	
CIL	0.00	
Other	0.00	
VAT Repayment	0.00	
Total Income	276.40	
Precept		
Expenditure		
Clerks Salary	2,710.00	104 hours + 20 hours handover @ £10.24 + 2% / 130 hours @ £10.65 (SCP 8) + 2%
Admin	1,658.00	Payroll £150 / WFHA £208 / Clerk Expenses £250 / Training £600 / VH Hire £400 / Online Mapping £50
Donations	750.00	PCC £200 / VH £450 / Other £100
Subscriptions	355.00	SALC £200 / SWT 38 / ICO £37 / CAS £30 / OneSuffolk £50
Insurance	200.00	
Inspection	200.00	External £200
Maintenance	700.00	Footpath cutting £300 / 5 dog bin emptying £380
Village Hall	0.00	
Contingency	500.00	Includes any discretionary spend
NP	500.00	LCPC NP Costs
Community Warden	1,100.00	Community Wardens £1,000 + £100 travel
CIL	0.00	
VAT Paid	0.00	
Total Expenditure	8,673.00	

Agenda Item 91d Planning Status

Application Reference	Address	Planning Details	LCPC Minute	Parish Council Comments	Babergh DC Comments
DC/20/02790	The Bumbles, Upper Road	Notification of Works to Trees Protected by a Preservation Order - 1no Oak Tree - Reduce size.	20/060a	No objections	Approved 04/09/2020

Agenda Item 93 SCC Ward Boundaries

I sent you an email on the 30th October 2020 regarding this consultation which now closes on the 2nd January 2021.

Agenda Item 94 Quiet Lanes

Following LCPC's expression of interest in joining the Quiet Lanes scheme, Andrew Cassy wrote:

Many thanks for your expression of interest. I have added Little Cornard to the map. Your neighbouring Parish of Assington have already registered an extensive list, including Upper Road which I note extends mostly within your Parish. It can re-assign that if you wish, though either parish could nominate and all people and businesses on that route will be directly consulted at the appropriate stage.

Please use the online registration form to notify us of any further additions or amendments you wish to make.

www.quietlanessuffolk.co.uk/interested/

Agenda Item 95 GDPR Data Map

Please find attached GDPR Data Map for your review.

Agenda Item 96 Meeting dates in 2021

The following dates are proposed for meetings in 2021:

12th January

9th March

11th May - Annual Meeting of Parish Council

13th July

14th September

9th November.

At this time, we should delay in fixing a date for the Annual Parish meeting.