

Cratfield Parish Council

ANNUAL PARISH MEETING Tuesday 10th May 2022 at 7.30pm *Cratfield Village Hall*

Present Councillors

Lotty Barbour (Chair), Chris Mobbs, Amy Pritchard

Clerk/Responsible Financial Officer: Sally Chapman

Also Present: Four Parishioners

MINUTES

1. Chair's Welcome

The Chair welcomed everyone to the meeting.

2. To Receive Apologies

Cllr Chivers, Cllr Elford, Cllr Oliver and Cllr Stephen Burroughes sent apologies.

3. To approve the Minutes of the Meeting held on 4th May 2021

The minutes from the meeting held on 4th May 2021 were confirmed unanimously as a true and accurate record and signed by the Chair.

4. Matters Arising

None

5. The Chair's End of Year Report

The Chair gave a report (attached) and answered questions.

6. Responsible Financial Officer's End of Year Report

The RFO read out the End of Year Accounts (attached) and answered questions.

7. County & District Councillors' Yearly Reports

Cllr Stephen Burroughes was not present but sent a report: <http://cratfield.onesuffolk.net/cratfield-parish-council/district-councillor>

8. To Appoint Representatives and Officers to Village Organisations

None

9. To Receive Community Reports

a) Village Hall

None received

b) Town Estates Charity Trust

None received

c) Neighbourhood Watch

The Clerk read out the Neighbourhood Watch Coordinators report and Cllrs confirmed they would like the coordinator to carry on with his duties. Parishioners asked if some neighbourhood watch signs/stickers could be put up in the village.

Cratfield Parish Council

10. To Receive Public Questions

None

The meeting ended at 7.43pm

Chair's End of Year Report

- The May 2021 meetings were the last ones to be held via zoom because of Covid and now measures have been put in place to protect against covid at meetings.
- In the summer the Play Area Landscaping project was completed and a lovely new bench was installed for all to use.
- A grant of £100 was given to Suffolk Accident Rescue Service who supports the East of England Ambulance Service.
- CPC was very pleased to receive a HHCFT Jubilee Grant of £500 to donate to the Village Hall Committee for The Queen's Platinum Jubilee celebrations in June.
- A Jubilee plaque is to be placed on the village sign in June and an Oak tree has been planted in Millenium Meadow with a plaque to commemorate the Queen's Platinum Jubilee.
- Special thanks to County & District Councillor Stephen Burroughes for his continued support to the Parish Council and parishioners.
- Many thanks to Councillors for giving their voluntary time and input into the Parish Council and village.
- Thanks to the Clerk and for the recent excellent Internal Audit report.

Neighbourhood Watch

I am pleased to inform CPC that there was no reported crime in Cratfield or its environs during the previous year.

On two occasions I had to respond to an alarm linked to our Parish church, each occasion was a false alarm (bats tripping the alarm?).

I am prepared to continue my duties to CPC if they so wish.

Nick Eade

Neighbourhood Watch Coordinator

Cratfield Parish Council

Responsible Financial Officer's End of Year Accounts

Cratfield Parish Council			
Year ended 31st March 2022			
	Receipts and Payments		
2020/21		2021/22	
£	Receipts	£	
3,500.00	Precept	3,500.00	
740.62	Allotment Rents	708.10	
52.23	CIL Receipt	106.63	
88.23	VAT reclaim	598.49	
-	HHCFT Grant	500.00	
2,741.60	ESC Grant/s	30.00	
4.68	Business Saver Interest	0.56	
-	Petty cash	-	
7,127.36		5,443.78	
	Payments		
2,350.54	Clerk's Salary	2,392.04	
120.00	Clerk's Office Costs	120.00	
30.87	Clerk's Expenses	36.87	
67.20	Hall Rent & Zoom	77.20	
35.00	ICO - Data Protection Registration	35.00	
299.78	Insurance	299.78	
110.00	Internal Audit Fee	130.00	
70.00	Maintenance	-	
0.00	Miscellaneous	-	
243.94	Play Area Maintenance	-	
80.00	Play Area Inspection Fee	85.00	
100.00	S137 Grants/Donations	618.50	
184.63	Subscriptions	190.62	
0.00	Training	-	
50.00	Website Fee	50.00	
956.26	Play Area - Rubber Chippings	-	
4,925.00	Bus Shelter Landscaping	2,248.07	
250.49	VAT on payments	479.41	
9,873.71		6,762.49	
(2,746.35)	Surplus Income over expenditure	(1,318.71)	
10,818.44	Balance b/f	8,072.09	
-	Transfer to reserves	-	
8,072.09	Balance c/f	6,753.38	
	Balance Sheet		
	Cash at Bank		
2,496.94	Current Account	1,717.67	
5,635.15	Business Saving Account	5,635.71	
-	Petty Cash	-	
-	Uncleared receipts	-	
(60.00)	Uncleared cheques	500.00	
8,072.09		6,853.38	
1,710.51	General Reserves	2,001.68	
6,361.58	Earmarked Reserves	4,851.70	
8,072.09		6,853.38	
The above statement represents fairly the financial position of the Authority as at 31st March 2022 and reflects its receipts and payments during the year.			
Signed	Charlotte Barbour - Chair		
Signed	Sally Chapman - Responsible Financial Officer		