

Cratfield Parish Council

Minutes from Cratfield Parish Council's

ANNUAL PARISH MEETING

Cratfield Village Hall

Tuesday 14th May 2019 at 7.15pm

Present: Lotty Barbour (Chair), Peter Baker, Chris Mobbs, Michael Oliver, Amy Pritchard, Gloria Steward

Clerk/Responsible Financial Officer: Sally Chapman

Also Present:

1. To Receive Apologies

Cllr Chivers, County & District Councillor Stephen Burroughs and Village Hall Chair Natalie Lloyd-Evans – apologies accepted.

2. To approve the Minutes of the Meeting held on Tuesday 8th May 2018

The minutes of the meeting were confirmed unanimously as a true and accurate record and were signed by the Chair.

3. Matters Arising

None

4. Chair's End of Year Report

The Chair gave a verbal report, main points:

- Thanked Councillors and Clerk for their hard work over the year and retiring Councillor Robert Sannick.
- Welcomed a new Councillor Amy Pritchard.
- Reported the sad passing of the previous Clerk Mr. Barry Cable.
- Repairs of the playing field equipment.
- Four new dog bins in Cratfield.
- The HHCF grant went to the village hall for a new marquee.
- A Millennium Meadow sign has been made by parishioner Dan Elford who has made an excellent job.
- A new defibrillator has been purchased and training has been arranged.
- Drawings of Cratfield's Houses have been donated by Mick Chave.

5. Responsible Financial Officer's End of Year Report

The RFO gave an end of year report which Cllrs approved unanimously and were signed by the Chair (see report attached). All End of Year Accounts will be placed on the website.

6. District & County Councillors Yearly Report

Not present, full report: <http://cratfield.onesuffolk.net/cratfield-parish-council/district-councillor-s-reports>

7. To Receive a Report from the Town Estates Charity Trust

Not present, no report sent.

Signed:

Date:

Cratfield Parish Council

8. To Receive Reports and Appoint Representatives to Village Organisations

a) **Village Hall** – the Chair read out a report (*attached*).

- Cllr Pritchard was elected unanimously to be the Village Hall representative.

b) **Neighbourhood Watch** – the Chair read out a report (*attached*).

9. To Receive Public Questions

None

The meeting ended at 7.50pm

Signed:

Date:

Cratfield Parish Council

Responsible Financial Officer's End of Year Report

Cratfield Parish Council PC		
Year ended 31st March 2019		
Receipts and Payments		
2017/18		2018/19
£ Receipts		
3200 Precept		3200
62 Wayleave		0
676 Allotment Rents		676
913 VAT reclaim		506
120 Transparency Grant		0
1457 HHCFT Grant/ Litterpick		580
6660 Various Grants		150
2 Business Saver Interest		11
13089		5122
Payments		
2080 Clerk's Salary		2101
120 Clerk's Office Costs		120
33 Clerk's Expenses		53
30 Audit Fee		77
210 Donations/grants		300
74 Hall Rent		182
373 Insurance		363
0 Maintenance		142
0 Miscellaneous		29
16 Play Area Maintenance		710
75 Play Area Inspection Fee		80
173 Subscriptions		178
16 Councillors/Clerk Training		8
50 Website Fee		50
0 ICO - Data Protection Registration		35
4596 Play Area new equipment		0
0 Defibrillator Package		2005
0 Bark & Goalposts		0
0 HHCFT Grant		0
0 HHCFT Grant for Village Hall		483
0 SCDC Grant		125
942 VAT on payments		669
8786		7710
4303 Surplus income over expenditure		-2588
3928 Balance b/f		8231
0 Transfer to reserves		0
8231 Balance c/f		5643
Balance Sheet		
£ Cash at Bank		
4854 Current Account		152
3427 Business Saving Account		5620
0 Petty Cash		20
-50 Uncleared cheques		-149
0 Uncleared receipts		0
8231		5643
2955 General Fund		1332
5275 Earmarked Reserves		4311
8231		5643
The above statement represents fairly the financial position of the Authority as at 31st March 2019 and reflects its receipts and payments during the year.		
Signed		
	Charlotte Barbour - Chair	
Signed		
	Sally Chapman - Responsible Financial Officer	

Signed:

Date:

Cratfield Parish Council

Village Hall Report

Report from Natalie Lloyd-Evans, Chair, Cratfield Village Hall

At the AGM in November 2018, Natalie Lloyd-Evans took over from Rebecca Sannick as Chairperson of the hall committee. Richard Turberville remains as Vice Chair. Carolyn White remains as treasurer. Bookings secretary is Jo Nunn. Rebecca Sannick was voted in as minutes secretary. Heather Hargood continues to oversee and manage the 100 club.

Other committee members are: Robert King, Nigel Cousins, Susannah Ellis, Andrew Barringer, Dennis Rockall and Paul Marfleet. Robert Sannick, who has been the liaison between the Parish Council and the Village Hall for several years, has stepped down. The committee will elect somebody else to fulfil that role.

2018 – 19 has seen a busy schedule, with our monthly Pop-up pub continuing to bring in a healthy crowd and contributing to a healthy bank balance in the region of £7500. The committee runs the bar, using its community license, and we are supported by 'Cratfield Kitchen', run by Lottie Barbour and Judith Mobbs, who provide food at each event.

We put on a second Christmas Fair in December. Other firmly established events include the Photographic evening, the summer horticultural show and the dog show which takes place each May. We have just had the ninth dog show, last Sunday which was well attended. Numbers for the dog show have fallen a little from the (arguably) over-busy event of a few years ago. This year, entry prices were raised slightly and it is anticipated that the amount raised will be in the £800 - £900 region, in line with previous years. Proceeds are split between charities and the village hall. The dog show generally pays our insurance which runs at about £800 p.a.

At the dog show, we inaugurated the marquee which the Parish Council bought on our behalf. This is to be kept at the hall, and used solely by the hall for its outdoor functions.

As well as offering two food evenings per year, the committee has begun a programme of new events with the intention of keeping the hall active. These include Acoustic nights and Talks, with an invited speaker, the first of which took place in April.

Two long-standing clubs have ceased to be; bowls and the art club which means a dip in revenue and a narrower use of the hall. The committee is keen to draw in as wide a variety of users as possible. An embryo garden club has started, which we hope will gain in popularity.

The hall has again been generously supported by the Heveningham Hall trust, enabling us to upgrade our kitchen facilities with a glass washer, a second sink and a drinks fridge. On pub-nights, the bar staff can wash glasses without intruding on kitchen staff who are busy preparing meals.

In response to comments about the brightness of the overhead lighting, the committee recently unveiled new up-lighting, with a dimmer switch, so we can change give the hall a more relaxed evening atmosphere.

Signed:

Date:

Cratfield Parish Council

The old black and white photographs collected by Chrissie Kitchen and originally donated by the landlord of the Poacher, have been remounted and framed. Chrissie and Sue Seabon oversaw the work, and the village hall made a substantial donation to the cost. A booklet sits alongside, telling who is in each picture, and where it was taken as far as is known, in response to many people wanting to know more.

Over the coming months, the committee intend to upgrade the interior of the hall, walls, ceiling and floors, which are beginning to show signs of wear. We are hoping to improve our outdoor storage too. All this build on previous work done to upgrade the electrics and plumbing. It will eat into our funds, making our regular monthly pub nights essential to the hall's long-term future.

Natalie Lloyd-Evans

Neighbourhood Watch - 2019

It is pleasing to report that the Parish of Cratfield is still a crime free area.

Two non-crime reports to me involved vehicles, both referred to apparently abandoned motor vehicles on the roadside, with the assistance of Suffolk police I could establish in both instances the owner was aware of this and took appropriate action.

Our good relations with Suffolk police continue via the Police connect system, I will be pleased to maintain this association.

I hope that parishioners of Cratfield will continue to have the confidence in me to report any instance that may warrant investigation, with or without the assistance of the local Constabulary.

Nick Eade

Signed:

Date: