

Sudbury Parish Council

Minutes of Parish Council Meeting 8th January 2024

Present: Cllr. Simcox, Cllr. Woolley, Cllr West, Cllr Gascoyne, Cllr Holland

In attendance: Kate Darcy Parish Clerk, District Councillor J. Bointon and members of the public

01/01/25 To receive apologies for absence

Apologies for absence received from County Cllr. S Bull

02/01/25 Variation of Order of Business (if required)

The chair agreed to bring forward Item 10 to public speaking as there was a member of the public who wished to speak on this matter at the beginning of the meeting.

03/01/25 Declaration of Members Interests

None

04/01/25 Public Speaking

Cllr Bointon mentioned the recent flooding in the area. Cllr Bointon would investigate the Flood Warden Scheme further though the Parish Council felt sufficient warnings were in place from DDDC and the Environment Agency.

Cllr West and Cllr Simcox had recently held a liaison meeting with the new Governor at Sudbury Prison and had requested permission for a defibrillator be placed on one of their structures to provide an electricity supply.

Item 10: Neighbourhood Watch. A member of the public advised the Parish Council of unspent funds from the disbanded Neighbourhood Watch Group which they would donate £237.46 to the Parish Council.

05/01/25 To confirm and agree as a true record the minutes of the Parish Council meeting held on the 6th November 2024

It was RESOLVED to approve the minutes of the meeting of 6th November 2024.

06/01/25 Chairmans Announcements

The chair raised concerns regarding some large Poplar Trees at Sudbury Park, and advised that work was in hand to address this. Cllr West would also raise this with Sudbury Prison.

The chair acknowledged a letter received regarding the future production of the Sudbury Sketch. It was with regret that the Parish Council had made the decision to stop funding the Sketch but had considered the annual cost of publication, set against overall increasing costs and demand on available funds and therefore some difficult decisions have had to be made. It's worth noting that the Parish Council did try to seek funding to produce the Sketch from village organisations last year, but we only had one offer to fund one issue, so the situation is no longer financially sustainable for the Parish Council.

The Sketch has been co-ordinated, developed and produced by a resident for several years who has done a magnificent job. (He happens to be a Parish Councillor too). He has explained that he no longer wishes to do this voluntary work, and we thank him for his efforts. We hope that another keen resident will take on the challenge or perhaps one of the village organisations which is why so much notice has been provided to residents/organisations. We are fortunate that there are lot of thriving businesses in Sudbury, and we hope that one of them (or between them perhaps), will fund and produce any future publications. The current producer is willing to work with them for a handover period.

The chair mentioned the general untidiness around the village and suggested a working party hopefully supported by villagers to tidy up verges and pathways and undertake a litter pick. The chair advised that there had been no volunteers yet, from the village to organise a village event in the summer. This will remain a possibility if volunteers come forward.

The Parish Council are investigating the replacement of the Community Notice Board located near the Old Village Store and hope to have news on this before our next meeting in March. This will be located next to the Parish Council noticeboard, and other Parish Council news can be found on our Website:
Sudburyparishcouncil-derbyshire.co.uk

07/01/25 Finance

A - Income and payments

It was RESOLVED to approve the income and payments to 8th January 2025 – see attached

B –Accounts to 31st December 2024

It was RESOLVED to confirm and agree the accounts to 31 December 2024 (Bank reconciliation and Budget Appraisal) – See attached

08/01/2025 Budget and Precept for 2025-26

It was RESOLVED to set the budget for 2025-26 – See attached

09/01/25 Policies

It was RESOLVED to approve a Document and Record Retention Policy which will be published on the website.

10/01/25 Neighbourhood Watch

See Public Speaking

11/01/25 Report from Clerk on on-going matters

Clerk advised that no further update had been received regarding repairs to carriageway at Aston Lane and would continue to liaise with Cllr S Bull and Highways.

12/01/25 Planning applications

Applications;

24/01064/AGR – Flackets Lane Farm, Flackets Lane, Sudbury – Proposed Agricultural building – Noted

24/010088/PDE – Halfway House Sudbury, Home extension – Noted

Decisions;

24/00919/BALT – Sudbury hall, Main Road, Sudbury – upgrade to fire alarm systems – Noted.

13/01/25 Correspondence

See Chairs Announcements Item 06/01/25

14/01/25 Date of next meeting

Next meeting will be on

- *Annual Parish Meeting Wednesday 19th March 2025 – 6.30pm*
- *Ordinary Parish Meeting Wednesday 19th March 2025 -7pm*

15/01/25 Meeting close

Meeting Closed 8.15pm

Payments made since last meeting

Date	Ledger No.	Payment made to;	Reason	Method	Amount
25.10.24	27	CVS	Salary, liabilities and fees	SO	£ 235.00
31.10.24	28	Unity Trust	Bank Charges	BACS	£ 5.40
8.11.24	29	K. Darcy	Reimbursement for Stationery/ink and paper	BACS	£ 17.49
8.11.24	30	DDC	Licence fee to DCC for flower planters	BACS	£ 105.00
19.11.24	31	Firs Farm Nursery	Planters on Main Rd and Rectory Gardens	BACS	£ 924.00
25.11.24	32	CVS	salary liability and fees	SO	£ 245.00
30.11.24	33	Unity Trust	Bank Charges	BACS	£ 6.00
3.12.24	34	CVS	Balance to bring account up to date	BACS	£ 71.76
3.12.24	35	Rowtype Printers	Sketch Printing	BACS	£ 153.00
27.12.24	36	CVS	salary liability and fees	SO	£ 245.00
31.12.24	37	Unity Trust	Bank Charges	BACS	£ 6.00
					£ 2,013.65
Payments that require authorisation					
		K. Darcy	Reimbursement for Stationery/ink and paper	BACS	£ 4.75
		CVS	Salary, liabilities and fees	SO	£ 245.00
		K. Darcy	Renewal of Microsoft 365	BACS	£ 59.99
		Sudbury Estate	Gibb Lane Car Park Rent	BACS	£ 600.00
				BACS	
			Total		£ 909.74
Income since last meeting to note:					
Date		Payment received from:	Description		
		DCC	S Bull Leadership fund - for Flowers Spring/Summer		£ 300.00
			Total		£ 300.00

BUDGET APPRAISAL 2024/2025 - AT 31DEC24

Expenditure	Total payments YTD	Payments due by YE	total Forecast to YE	Bal	Notes
Village					
Playing Field Mowing	£492.24	£0.00	£0.00	£600.00	
Footpath Mowing/ Hedges Verges	£300.00	£360.00	£660.00	-£260.00	Allow for another hedge cut b4 April
Mower Insurance + maintenance	£0.00	£0.00	£0.00	£0.00	
Village upkeep/Events/Misc Repairs/Vandalism	£1,839.99	£100.00	£1,939.99	-£439.99	planters.licence,defib
Sudbury Estate Rent	£600.00	£600.00	£1,200.00	£100.00	
Administration					
Clerk	£2,736.86	£1,100.00	£3,836.86	-£36.86	
Adminstration	£1,319.78	£300.00	£1,619.78	£480.22	
Sudbury Sketch	£441.00	£153.00	£594.00	£206.00	
\$137 Donations	£350.00	£0.00	£350.00	£150.00	
Reserves					
Election Contingency	£0.00	£0.00	£0.00	£400.00	
Travellers	£0.00	£0.00	£0.00	£3,000.00	
General	£0.00	£0.00	£0.00	£3,000.00	
VAT	£560.45				
			£0.00	£0.00	
Total	£8,640.32	£2,613.00	£11,253.32	£7,199.37	

INCOME	Actual	Total received	proposed income 24/25		Comments
Year end balance					
Precept	£8,202.00	£0.00	£0.00		
Reclaim Mowing	£492.24	£0.00	£0.00		
Rent	£900.00	£0.00	£0.00		
Grants	£1,050.00	£0.00	£0.00		
VAT	£502.30	£0.00	£0.00		
General		£0.00	£0.00		
Sale of Assets	£800.00	£0.00	£0.00		
	£11,946.54	£0.00	£0.00		

Forecast YE Balance	£	8,382.48	
£8,382.48		£7,689.26	
Payments to Date	£	8,640.32	
Income to Date	£	11,946.54	
Cash Book Balance		<u>£10,995.48</u>	

Bank Balance at 31 DEC 2024 £10,995.48

RECONCILED

SET Budget 25/26 (from 1st April 2025)		
Expenditure	Budget 2023/24	SET Budget 25/26
Village		
Playing Field Mowing	£ 600.00	£0
Village Events	£ -	£650
Footpath Mowing/Hedge Cutting Verge Maintenance	£ 400.00	£800
Village upkeep/repairs (inc flowers for planters)	£ 1,500.00	£450
Remembrance memorial	£ -	£400
Sudbury Estate Rent	£ 1,300.00	£1,300
2nd Defib at Sudbury Park		£1,500
Administration		
Clerk	£ 3,800.00	£4,000
Adminstration	£ 2,100.00	£1,900
Sudbury Sketch	£ 800.00	£0
S137 Donations	£ 500.00	£400
Spend Forecast		£11,400
Plus		
Reserves & Contingencies		
Election Contingency	£ 400.00	£500
Travellers contingency	£ 3,000.00	£0
General Reserves	£ 3,000.00	£3,000
TOTAL		£14,900.00