

MINUTES OF THE BRUISYARD PARISH COUNCIL MEETING HELD ON MONDAY 14TH MARCH 2022 AT 7.30 PM IN THE VILLAGE HALL

1. Attendance and apologies

Attendees:

Cllr Paul Church (Chair)
Cllr Anne Smith (RFO)
Cllr James Ingmire
Cllr Chris Smith
Cllr Albert Lain

Apologies for absence:

Cllr Stephen Burroughs
Cllr Maurice Cook

Also in attendance:

Maureen Philpot (Clerk)

2. To receive declarations of interest and to consider requests for dispensations

None received

3. Public Forum

a) Public invited to speak.

None in attendance

b) To receive a report from Cllr Stephen Burroughs (previously circulated)

c) To receive a report from Cllr Maurice Cook (previously circulated)

4. Minutes of the previous meeting

a) To approve the minutes of the previous meeting held on 17th January 2022.

b) Matters arising

The internal audit noted that the incorrect Standing Orders had been adopted. The RFO asked the Council to adopt the 2020 Standing orders. This was proposed by Cllr Paul Church and seconded by Cllr James Ingmire.

The minutes were approved as a true and accurate record and proposed by Cllr Thelma Barham and seconded by Cllr Chris Smith

5. Finances

a) Review budget versus actual expenditure

Copies of the financial report were previously circulated. Please see report at end of minutes.

b) Approve bank reconciliation

Please see financial report at end of minutes.

c) Acceptance of internal audit

Council adopted the 2020 Standing Orders.

The Standing orders were proposed by Cllr Paul Church and seconded by Cllr James Ingmire. All agreed.

d) Approve Financial Regulations

The internal audit criticised the Financial Regulations because the present regulations states that only the RFO should hold a bank card (at the moment two members of the Village Hall Committee also have debit cards). Cash reconciliation should be carried out and included in the financial report. The amended financial regulations rectified these problems.

Agreement of the financial report was proposed by Cllr James Ingmire and seconded by Cllr Thelma Barham. All agreed.

6. Jubilee Celebrations

The Chairman said that everything was under way. The mugs had been ordered and new bunting and flags have been purchased.

7. Tree Planting

Cllr Paul Church said that three trees had been planted in the Village plus the Jubilee Oak.

8. The resignation of a Councillor

Cllr Ray Farrar has resigned from the Bruisyard Parish Council, however he has said that he will continue to act as footpath warden for the time being.

Action: The Clerk to remove Mr Ray Farrar from the Register of Interests site.

9. Village Hall Report

David Smith has been added to the Village Hall mandate and has taken over the position of treasurer from Kevin Chattell.

Kevin Chattell and Anne Smith have been removed from the mandate.

Finally in a second mandate change, James Ingmire has been added and he will act as the second signatory on the dual authorised payments set up by the Treasurer. Thelma Barham stays as a signatory.

The Village Hall report in full can be seen on the village website.

10. Questions to the Chair

The Chairman stated that he had contacted local Parish Councils with a view to them joining in with the Bruisyard Jubilee celebrations but it appears that no one was interested. Cllr James Ingmire asked if the council should contact Highways regarding the damaged signage throughout the village.

The Council decided to stay as they were regarding the Community Governance Review.

Action: The Clerk is to contact Cllr Stephen Burroughs regarding the poor shape of the Village signage. Cllr James Ingmire will ask Highways to clear overgrown brambles in the village.

11. To confirm the next Parish Council Meeting is Monday 9th May 2022

There will be an Annual Parish Meeting at 7pm followed by the Bruisyard Parish Council Annual Meeting.

There being no other business the Chairman closed the meeting at 8.35pm.

Maureen Philpot (Clerk)
clerk@bruisyard.com



BRUISYARD PARISH COUNCIL		
<i>(Last)</i>	Summary Receipts and Payments Account	<i>(Current)</i>
<i>Year ended</i>	For the Year to 10th March 2022	<i>Year to</i>
<i>31st March 2021</i>		<i>10th March 2022</i>
£	Receipts	£
2,900.00	Precept	2,900.00
-	Agency Services/CFM	-
-	Loans/Capital Receipts	-
	Grants	-
20,708.00	Village Hall grants	12,667.00
730.08	Other Receipts	5,773.59
1,293.02	VAT	1,578.49
25,631.10	Total Receipts	22,919.08
	Payments	
109.52	General Administration	104.58
528.32	Staff costs	396.24
-	S.137 Payments (excluding grants to Village Hall)	109.17
-	S.145 Payments	-
-	Loans/Capital spending	14,577.04
952.47	Agency/Professional Services	1,083.26
-	Parish Council Committee payments	-
5,805.53	Village Hall running costs	9,725.74
3,596.72	Other Payments	1,040.37
1,578.49	VAT	1,560.88
12,571.05	Total Payments	28,597.28
	BRUISYARD PARISH COUNCIL	
	Receipts and Payments Summary	
<i>(Last)</i>		<i>(Current)</i>
<i>Year ended</i>		<i>Year to</i>
<i>31st March 2021</i>		<i>10th March 2022</i>
£		£
14,773.59	Balance brought forward	27,833.64
25,631.10	Add Total Receipts	22,919.08
40,404.69		50,752.72
12,571.05	Less Total Payments	28,597.28
27,833.64	Net bank and cash box balance	22,155.44
508.58	Unpresented PC cheques at 10 Mar 2022	-
-	Unpresented VH cheques at 10 Mar 2022	-
-	Less uncleared transfer to Village Hall at 10 Mar 2022	-
28,199.72	Reconciled to bank accounts and cash box at 10 Mar 2022	22,155.44
	Bank accounts and cash box at 10 Mar 2022:	
485.27	Barclays Premium Business Account No.40779474	485.31
1,971.19	Barclays Community Account No.70212008	3,260.34
-	Parish Council petty cash	-
25,743.26	Barclays Bank Village Hall account No. 23713326 (restricted fund)	18,247.79
	Village Hall cash box (restricted fund)	162.00
28,199.72		22,155.44

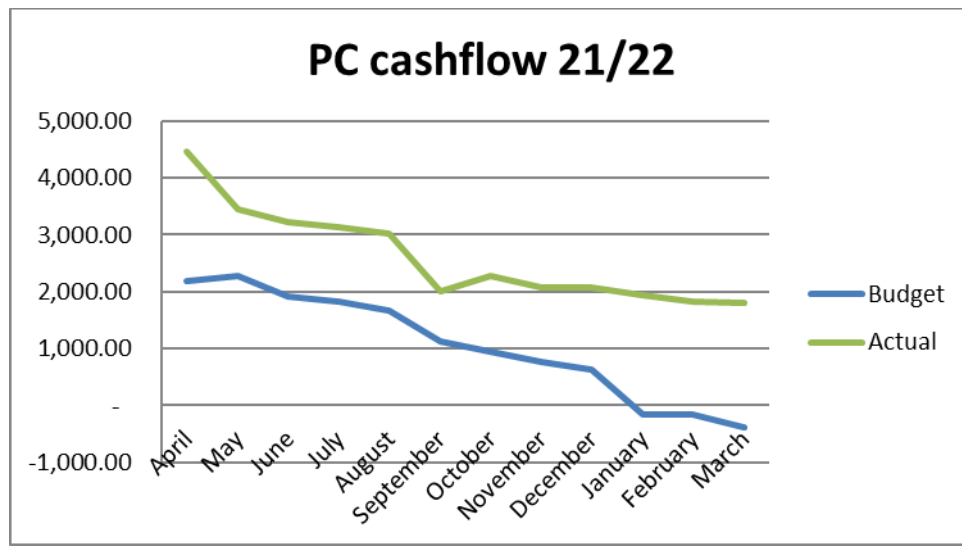
Bank reconciliation at 10 March 2022

Balance per bank statements as at 10 March 2022						
Account				Acct No	£	£
Barclays PC Community Account				70212008	3,260.34	
Barclays PC Business Premium Account				40779474	485.31	
Barclays VH Current Account				23713326	18,247.79	
Parish Council petty cash					-	
Village Hall cash box					162.00	
						22,155.44
Less any un-presented cheques at 10 March 2022						
Total Parish Council cheques					-	
Total Village Hall cheques					-	
						-
Net bank and cash box balances at 10 March 2022						22,155.44


Cash reconciliation on 9 March 2022 Amount: £162

PARISH COUNCIL (excl VH)	
Summary Receipts and Payments Account	<i>(Current)</i>
For the Year to 10th March 2022	<i>Year to</i>
	<i>10th March 2022</i>
Receipts	£
Precept	2,900.00
Agency Services/CFM	-
Loans/Capital Receipts	-
Grants	-
Other Receipts	33.00
Transfer from Village Hall	406.72
VAT	1,578.49
Total Receipts	4,918.21
Payments	
General Administration	61.88
Staff costs	396.24
S.137 Payments (excluding grants to Village Hall)	109.17
S.145 Payments	-
Loans/Capital spending	-
Agency/Professional Services	1,083.26
Parish Council Committee payments	-
Other Payments	548.00
Transfer to Village Hall	734.49
VAT	187.40
Total Payments	3,120.44

Parish Council cashflow – financial year to 10 March 2022



Village Hall income and expenditure – financial year to 10 March 2022

