



# BENWICK PARISH COUNCIL

Minutes of Benwick Parish Council meeting on Monday 3<sup>rd</sup> April 2023 at the village hall

<b>Present</b>	Cllrs M Chapman (Chairman), L Keppel-Spoor, A Cade, R Few, R Emmitt, R Taylor, R Wicks (FDC), A Miscandlon (FDC) Clerk R Robinson and five members of the public	
<b>262/22-23</b>	<b>Apologies for absence</b> Cllrs R Smith, Wicks and Miscandlon	<b>Accepted</b>
<b>263/22-23</b>	<b>Declarations of Interest</b> Councillor Keppel-Spoor declared a Disclosable Pecuniary Interest in item 271/22-23 Village Hall	
<b>264/22-23</b>	<b>PUBLIC TIME</b> Someone has been marking the presence of dog poo locations around the village, probably FDC. The new double garage down Bakehouse Close – Clerk to ask FDC Planning regarding his previous enquiry about this.	<b>Clerk</b>
<b>265/22-23</b>	<b>Confirmation of Minutes</b> It was Proposed by Cllr Chapman and AGREED to approve and sign the Minutes of the Council Meeting held on 6 <sup>th</sup> March 2023	<b>Agreed</b>
<b>266/22-23</b>	<b>Matters Arising</b> Clerk advised that there might be an option to repair the War Memorial for £600. Clerk to take photos and send to the restoration expert. £1800 was quoted for a replacement fence. The Clerk has discovered on the Historic England website listing of the War Memorial there was a list of what was part of the listing which is the Memorial itself, the two steps and the cross on top, and therefore the fence is not part of the listing. FDC planning have seen this and agree that listed consent is not needed. Cllr Chapman stated that public feeling must be taken into account when deciding any changes to the fence. He prefers the idea of the fence being taken away for sandblasting, new support posts and perhaps powder coating. Other designs apart from the one proposed by the person providing the fence for the Pound are to be considered. A grant from Ransonmoor windfarm might be available if we used environmentally friendly materials. Cllr Keppel-Spoor stated that although the fence is not listed nothing should be put around the memorial that detracts from the memorial itself. To place on the agenda for next month.	<b>Clerk</b>          <b>Clerk</b>
<b>267/22-23</b>	<b>Donations</b> To discuss and agree any actions needed including a) It was Proposed by Cllr Chapman and AGREED to accept the request of Benwick in bloom for a subsidy for the hall hire of up to £176 for their photographic exhibition b) the request of the Five Ails for £259.04 for easter eggs has been withdrawn c) It was Proposed by Cllr Chapman and AGREED to create a further budget line for entertainments, education and celebrations of £1250 of which £350 to be moved from the development projects budget	<b>Agreed</b>  <b>Agreed Clerk</b>
<b>268/22-23</b>	<b>County &amp; District Councillors Reports</b> Cllrs are barred from attending by election rules	
<b>269/22-23</b>	<b>The Pound</b> The old posts to be removed first by Benwick in Bloom volunteers with help from councillors. Cllr Taylor to coordinate with Benwick in Bloom. Agree delivery date and place as soon as possible after that. There are options for delivery. Clerk advised that the price quoted had included the Postcrete and ancillaries for installation	<b>Cllr Taylor</b>
<b>270/22-23</b>	<b>Dog fouling</b> A bin is proposed for Caton's bridge. Could be placed where the old post box or pill box. Clerk believes from the map that the north side of the River is in Benwick Parish; the other side is in Ramsey. To place on next month's agenda. Doddington Road has a new bin now and Ramsey Rd is due to have one soon, we await invoice from FDC.	<b>Clerk</b>
<b>271/22-23</b>	<b>Village Hall</b> to discuss and agree any actions needed including a) Council are happy with existing budgeting arrangements for any matters connected with the village hall b) Working Group on school use of the hall – place on agenda for new Council in May	<b>Clerk</b>
<b>272/22-23</b>	<b>Coronation</b> Budgeting has been dealt with under item 267/22-23 (c) Cllr Chapman to put together a poster advertising the Best Decorated House and the Scarecrow competitions and wishes to add events at the village hall to it.	<b>Cllr Chapman</b>



	<p>8 We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.</p> <p>9 That as we are not sole managing trustees of any charity section 9 concerning Trust funds is not applicable</p> <p>10 It was Proposed by Cllr Chapman and AGREED to sign the Annual Governance Statement 2022/23 (Section1)</p> <p>h) It was Proposed by Cllr Chapman and AGREED to agree and sign the Annual Accounting Statement 2022/23 (Section 2)</p> <p>i) Bank accounts – Cheque to be sent with the application form for the Cambridge and Counties savings account as previously authorised. The amount of the cheque is the amount received on closing the NS&amp;I account. Funds will only be able to be withdrawn into the Santander current account.</p>	<p><b>Agreed</b></p> <p><b>Agreed</b></p> <p><b>Agreed</b></p> <p><b>Agreed</b></p> <p><b>Agreed</b></p> <p><b>Clerk</b></p>
<b>278/22-23</b>	<p><b>Correspondence</b></p> <p>a) Rural Services Network, Bulletin (email 7/3/2023, 14/3/2023, 21/3/2023, 28/3/2023)</p> <p>b) FDC Press release (email 3/3/2023, 7/3/2023, 8/3/2023, 10/3/2023 x2, 13/3/2023, 14/3/2023 x2, 15/3/2023, 16/3/2023, 20/3/2023) Member Services (email 10/3/2023, 14/3/2023, 20/3/2023 x2, 23/3/2023) elections (email 20/3/2023)</p> <p>c) CAPALC Bulletin (email 16/3/2023)</p> <p>d) NALC Chief Executive's Bulletin (email 10/3/2023, 17/3/2023, 24/3/2023) Newsletter (email 22/3/2023, 15/2/2023, 15/3/2023) Events (email 28/3/2023)</p> <p>e) Highways - TMC Incident Report February (email 2/3/2023) Events (email 1/3/2023) Works (email 2/3/2023)</p> <p>f) Anglian Water – Fens reservoir (email 15/3/2023)</p> <p>g) CCC – Easter Holiday Programme (email 2/3/2023) Flood reporting (email 13/3/2023)</p> <p>h) NHS CAMBS – Survey (email 24/3/2023)</p> <p>i) Middle Level commissioners – unregistered and abandoned boats (email 2/3/2023)</p> <p>j) CAPASP – newsletter (email 8/4/2023)</p> <p>k) MOD – charity event email 17/3/2023)</p> <p>no comments</p>	
<b>279/22-23</b>	<p><b>Speeding in Benwick and MVAS operation</b> A move of the speed sign to Lilyholt in support of a possible LHI bid next year is planned, solar panels to be installed at the same time. Cllrs to assist with a telehandler with cage.</p>	<p><b>Cllrs Chapman, Few, and Cade</b></p>
<b>280/22-23</b>	<p><b>Village sign</b> keep on the agenda</p>	<p><b>Clerk</b></p>
<b>281/22-23</b>	<p><b>Agenda Items/Next Meeting</b> - to be Thursday 11<sup>th</sup> May 2023 at 7.30pm in the village hall. Items to be included on agenda should be with the Clerk by Monday 1<sup>st</sup> May 2023</p> <p>Cllr Chapman as Chairman thanked Cllr Cade for his service as a councillor on the news that Cllr Cade is not standing for re-election in May.</p>	
<b>282/22-23</b>	<p><b>Motion to exclude the Press and Public</b></p> <p>It was Proposed by Cllr Chapman and AGREED that in accordance with section 1(2) of the Public Bodies (Admission to Meetings) Act 1960 that as publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be transacted under item:- 283/22-23 Clerk, the press and public are to be excluded from the meeting for that item.</p>	<p><b>Agreed</b></p>
<b>283/22-23</b>	<p><b>Clerk</b></p> <p>It was Proposed by Cllr Chapman and AGREED to agree and sign the clerk's annual appraisal.</p> <p>It was Proposed by Cllr Chapman and AGREED to award the clerk an increment of one point on the SCP scale, from SCP 5 to SCP 6</p>	<p><b>Agreed</b></p> <p><b>Agreed</b></p>

Meeting closed 20.45

Appendix 1 – Year end (March 31<sup>st</sup>) bank balances and reconciliation statement 2022-23

Bank Reconciliation		Financial Year ending 31 March 2023	
Benwick Parish Council			
Prepared by Richard Robinson (Clerk & RFO)			
Date	31/03/2023		
Approved by	Chair		
Date	03/04/2023		
Balance per bank statements as at		31/03/2023	
		£	£
Current Account		58,453.87	
NS&I		0.00	
			58,453.87
Less: Unpresented Cheques			
Cheque Number	amount		
			0.00
Add: Any unbanked cash in transit			0.00
			58,453.87
The net balances reconcile to the Cash Book, as follows:-			
Opening Balance		58,386.51	
Add: Receipts to date		21,507.73	
Less: Payments to date		21,440.37	
Closing Balance		58,453.87	

## Earmarked Reserves:

Parish Plan	£532.89		
Verge Planting	£1,067.13		
Cemetery Extension	£6,604.17		
Street Lighting	£9,426.58		
Jubilee Celebrations	£0.00		
The Pound	£1,550.00		
Village Sign	£1,000.00		
War Memorial	£6,000.00		
Mooring	£7,961.16		
Allotments	£2,191.35		
General Reserve	£22,120.59		
		E M TOTAL	£36,333.28

## Appendix 2 – Year end performance against budget 2022-23

BENWICK PARISH COUNCIL		BUDGET	CURRENT	CURRENT	CURRENT	YEAR END		Comments
		2022-23	End JUNE 2022	End SEPT 2022	End DEC 2022	End MARCH 2023		
<b>INCOME:</b>								
Maintenance Grants:	Precept	£12,852.00	£6,426.00	£12,852.00	£12,852.00	£12,852.00	100%	
	Council Tax Support Grant	£0.00						
	Concurrent	£2,593.00	£0.00	£2,593.00	£2,593.00	£2,593.00	100%	
Grass cutting		£703.88	£703.88	£703.88	£703.88	£703.88	100%	
Rents:	Town	£1,143.07	£407.57	£713.25	£1,168.25	£1,168.25	102%	
	September Gardens		£105.00	£210.00	£210.00	£210.00		
Recycling Credits								
VAT Refund		£1,000.00	£0.00	£0.00	£0.00	£0.00	0%	
Burials		£250.00	£189.00	£692.00	£1,039.00	£1,039.00	416%	
Bank Interest				£1.60	£1.60	£1.60		
Windfarm Grant	Windfarm grant				£2,940.00	£2,940.00		
<b>SUB TOTALS:</b>		<b>£18,541.95</b>	<b>£7,831.45</b>	<b>£17,765.73</b>	<b>£21,507.73</b>	<b>£21,507.73</b>	<b>116%</b>	
Sundries								
<b>TOTAL INCOME:</b>		<b>£18,541.95</b>	<b>£7,831.45</b>	<b>£17,765.73</b>	<b>£21,507.73</b>	<b>£21,507.73</b>	<b>116%</b>	
<b>EXPENDITURE</b>								
Rates		£400.00	£0.00	£225.86	£225.86	£274.50	69%	
Room Hire		£200.00	£0.00	£0.00	£159.00	£159.00	80%	
Subscriptions:	NALC LCR Magazine	£17.00	£0.00	£0.00	£0.00		0%	
	CAPALC	£470.00	£441.50	£441.50	£441.50	£441.50	94%	
	Cambs Acre	£65.00		£0.00	£0.00	£50.00	77%	
	SLCC	£120.00	£112.00	£112.00	£112.00	£112.00	93%	
	Clerks & Councils Magazine	£12.00		£0.00	£0.00		0%	
Maintenance	Verges	£696.00	£174.00	£349.00	£534.00	£719.00	103%	
	Cemetery	£3,651.60	£912.90	£1,825.80	£2,434.40	£3,347.30	92%	
	Street Lights	£1,000.00	£78.28	£78.28	£78.28	£78.28	8%	
	Allotments							
Insurance		£790.00	£1,111.21	£1,111.21	£1,111.21	£1,111.21	141%	charges went up suddenly due to national government policies impacting the economy
Energy		£1,000.00	£406.15	£677.30	£1,180.07	£1,384.64	138%	ditto
Professional Charges	Internal Auditor	£135.00	£145.00	£145.00	£145.00	£145.00	107%	
	External Auditor	£200.00	£0.00	£0.00	£0.00	£0.00	0%	
	ICO	£35.00	£0.00	£0.00	£35.00	£35.00	100%	
	Computer Security	£25.00	£0.00	£0.00	£0.00		0%	
Sundries		£200.00	£38.60	£38.60	£38.60	£38.60	19%	
Telephone/Internet		£70.00	£66.51	£66.51	£66.51	£69.57	99%	
Post & Stationery		£150.00	£22.80	£33.58	£56.38	£91.36	61%	
Travel		£200.00	£79.20	£117.45	£163.35	£184.50	92%	
Clerk's annual office expenses		£270.00	£0.00	£270.00	£270.00	£270.00	100%	
Planting & Maintenance		£50.00	£0.00	£0.00	£0.00		0%	
Training		£1,000.00	£550.00	£691.00	£691.00	£691.00	69%	
VAT Paid		£1,200.00	£562.30	£772.06	£964.56	£1,274.78	106%	
Wages/PAYE-NI		£4,500.00	£1,284.88	£2,346.72	£3,603.86	£4,757.71	106%	a generous pay award was negotiated by the NJC with the major local government employers and our wages are pegged to that
<b>SUB TOTALS:</b>		<b>£16,456.60</b>	<b>£5,985.33</b>	<b>£9,301.87</b>	<b>£12,310.58</b>	<b>£15,234.95</b>	<b>93%</b>	
Election		£1,260.05	£0.00	£0.00	£0.00	£0.00	0%	
Development Projects		£1,500.00	£0.00	£0.00		£1,059.24	71%	
Grant Spending					£2,406.00	£2,406.00		
Tourism (Cycle Races)								
Local Highways Improvement		£500.00	£370.93	£370.93	£370.93	£370.93	74%	
Play Park								
Xmas Decorations								
S137 Payment		£30.00	£75.40	£75.40	£105.40	£105.40	351%	flags and wreath
Donations/Charity		£200.00	£0.00	£0.00	£0.00	£150.00	75%	
<b>TOTALS:</b>		<b>£19,946.65</b>	<b>£6,431.66</b>	<b>£9,748.20</b>	<b>£15,192.91</b>	<b>£19,326.52</b>	<b>97%</b>	
Parish Plan		£532.89	£0.00	£0.00	£0.00	£0.00	0%	
Verge Planting		£1,067.13	£0.00	£0.00	£0.00	£0.00	0%	
Cemetery Extension		£6,604.17	£0.00	£0.00	£0.00	£0.00	0%	
Street Lighting		£9,875.62	£0.00	£0.00	£0.00	£449.04	5%	
The Pound		£2,000.00	£450.00	£450.00	£450.00	£450.00	23%	
War Memorial		£6,000.00	£0.00	£0.00	£0.00	£0.00	0%	
Mooring		£8,133.66	£0.00	£172.50	£172.50	£172.50	2%	
Allotments		£2,191.35	£0.00	£0.00	£0.00	£0.00	0%	
Village sign		£1,000.00	£0.00	£0.00	£0.00	£0.00	0%	
Jubilee celebrations		£1,270.00	£838.94	£1,042.31	£1,042.31	£1,042.31	82%	
<b>subtotal earmarked</b>		<b>£38,674.82</b>	<b>£1,288.94</b>	<b>£1,664.81</b>	<b>£1,664.81</b>	<b>£2,113.85</b>	<b>5%</b>	
<b>TOTAL EXPENDITURE:</b>		<b>£58,621.47</b>	<b>£7,720.60</b>	<b>£11,413.01</b>	<b>£16,857.72</b>	<b>£21,440.37</b>	<b>37%</b>	