



Little Braxted Parish Council

You are hereby summoned to attend the Meeting of Little Braxted Parish Council to be held at the Braxted Bakery on Wednesday 4th August 2021 at 7.00 p.m.

Gordon Mussett
Parish Clerk
27th July 2021

AGENDA

- 1. Apologies for absence**
To receive apologies for absence
- 2. Declarations of Interest**
For Members to declare any interests in matters on the agenda
- 3. To Consider any requests from Members for Dispensations**
To consider any requests from Members with pecuniary interests for dispensations to enable them to participate on the item in which they have a pecuniary interest
- 4. To Agree and Approve the Minutes of the Meeting held 1st June 2021**
To agree and approve the minutes of the meeting held on 1st June 2021 as a true record
- 5. To Invite Members of the Public to speak on Matters Regarding and Affecting the Parish**
- 6. To Receive an Update on the Great Braxted Playground Scheme**
To receive an update on the Great Braxted Playground Scheme
- 7. Respond to Consultation on the A12 Widening Scheme**
To respond to consultation on the A12 widening scheme
- 8. To Receive a Financial Statement as of 30th June 2021 - attached**
To receive a financial statement as of 30th June 2021

9. To Approve the following payments:-

To approve the following payments to be signed at the meeting:-

Document Reference	Payable To	In Respect of	£
651	H Bendall	Litterpicking June	£53.95
652	G N Mussett	Clerk's Salary June	£96.33
653	CANCELLED		
654	HMRC	Tax/NI	£216.00
655	Road Signs Direct	Road Signs	£117.83
656	Road Signs Direct	Road Signs	£87.59
657	H Bendall	Litterpicking July	£53.95
658	G N Mussett	Clerk's Salary July	£96.33

10. Closure

ITEM 6

To Receive an Update on the Great Braxted Playground Scheme

Braxteds Community Playground Project

July 2021 Update

Preferred Design Outcome

On the 12th June 2021, Great Braxted and Little Braxted residents were invited to the Pavilion to share views on their preferred playground design, selecting from design A or B (option for email views on design preference was also given).

The Braxteds Community Playground Project Team would like to sincerely thank everyone who took the time to visit us at the Pavilion and who shared their views via email.

We had a great response along with some invaluable discussions with villagers about the project.

Residents design preference was an important consideration when choosing which design the project team will be putting forward to the Great Braxted Parish Council (GBPC).

Design B received most votes and taking this into account along with other key selection criteria (cost, warranty, material etc) - we can confirm that the design the project team will be proposing to GBPC for final approval is Design B (illustrated to the right).



Moving Forward

Like all projects, the feedback from villagers on all levels and channels has been crucial and the team are utilising these inputs and comments to ensure the playground initiative delivers the best of intentions for the village.

Based on this feedback some of the key tasks to tackle include:

- A further site visit from designer B to consider:
 - Revised layout utilising current equipment location
 - Consider equipment requirements/reductions
 - Safety measures such as gates, fencing, rails etc
 - Eco-mulch (safety flooring) samples and colouring considerations.
- Tender document placing on Contractfinders.gov (to comply with the GBPC/Governmental guidelines)
- Final report of the Braxteds Community Playground Project Team confirming preferred supplier, design and budget for submission to the Parish Council.
- Ad-hoc research tasks including picnic benches, signage, bin location, hedge & tree trimming and more.
- Ongoing fund-raising efforts and collecting pledges made.

If you would like to volunteer and get involved with the playground project tasks still to come please email : braxtedisplayground@gmail.com.

We thank you in advance for your ongoing support.
Braxteds Community Playground Project Team

ITEM 8**To receive a financial statement as of 30th June 2021****INCOME**

Date	Document reference	From	In Respect of	General Administration £	War Memorial £	Other £	VAT £	Total £
09/04/2021		HMRC	VAT Refund				109.17	£ 109.17
26/04/2021		Maldon District Council	Precept	£ 4,400.00				£ 4,400.00
Total for Year				£ 4,400.00	£ -	£ -	£ 109.17	£ 4,509.17

EXPENDITURE

Date	Cheque No	Invoice Reference	Payable To	In Respect of	Clerk's Salary £	Elections £	Subscriptions £	Audit Fees £	Insurance £	War Memorial £	Information Commissioner £	Housing Needs Survey	Litter Picking £	Other £	Total Net of VAT £	VAT £	Total £
05/05/2021	642	13881	EALC	Annual Subscription			£ 68.20								£ 68.20		£ 68.20
05/05/2021	643	3430-100-05	Community Action Suffolk	Website SSL Certificate										£ 36.00	£ 36.00	£ -	£ 36.00
05/05/2021	644	LIT00682818	Maldon District Council	Speed Check Surveys										£ 68.40	£ 68.40	£ 13.68	£ 82.08
05/05/2021	645		H Bendall	Litterpicking									£ 43.35		£ 43.35		£ 43.35
05/05/2021	646		G N Mussett	Clerk's Salary	£ 96.33										£ 96.33		£ 96.33
29/04/2021	647		SALC	Internal Audit Fee				£ 158.00							£ 158.00	£ 31.60	£ 189.60
20/05/2021	648		H Bendall	Litterpicking									£ 54.04		£ 54.04		£ 54.04
20/05/2021	649		G N Mussett	Clerk's Salary	£ 96.33										£ 96.33		£ 96.33
20/05/2021	650		BHIB	Insurance					£ 320.78						£ 320.78		£ 320.78
	651		H Bendall	Litterpicking									£ 53.95		£ 53.95		£ 53.95
	652		G N Mussett	Clerk's Salary	£ 96.33										£ 96.33		£ 96.33
	653		CANCELLED												£ -		£ -
	654		HMRC	Tax/NI	£ 192.00								£ 24.00		£ 216.00		£ 216.00
	655		Road Signs Direct	Weight Limit signs										£ 98.19	£ 98.19	£ 19.64	£ 117.83
	656		Road Signs Direct	Turning signs										£ 72.99	£ 72.99	£ 14.60	£ 87.59
Total for Year					£ 480.99	£ -	£ 68.20	£ 158.00	£ 320.78	£ -	£ -	£ -	£ 175.34	£ 275.58	£ 1,478.89	£ 79.52	£ 1,558.41

BUDGET ANALYSIS						
2021/22	Budget		Figures are net of VAT			
Item	£	Income £	Expenditure £	Income	%age Budget Sp	Notes
Clerk's Salary	£ 2,288.00		£ 480.99		21.0%	
Subscriptions	£ 70.00		£ 68.20		97.4%	
Audit Fees	£ 110.00		£ 158.00		143.6%	
Insurance	£ 317.00		£ 320.78		101.2%	
War Memorial	£ 400.00	£ 400.00		£ -	#DIV/0!	
Information Commissioner	£ 40.00		£ -		0.0%	
Grass Cutting	£ 400.00				0.0%	
Hall Hire	£ 360.00					
Transparency Fund			£ -			Restricted funds
Other	£ -				#DIV/0!	
Election Fees	£ 75.00		£ -		0.0%	
Remembrance Day Parade	£ 70.00		£ -	£ -	0.0%	
Parish Plan						Restricted funds
Village Fete						Restricted funds
Litterpicking	£800	£ 800.00	£ 175.34	£ -	21.9%	Restricted funds Money in reserves to offset this spend
Housing Needs Survey						Restricted funds Money in reserves to offset this spend
Defibrillator						Restricted funds
Precept		£ 4,400.00		£ 4,400.00		
Neighbourhood Watch Meetings						Restricted funds
McAfee Subscription	£ 80.00					
Website Hosting	£ 50.00	£ -	£ 36.00			
Speed Checks	£ 500.00		£ 68.40			
Bridge Repairs						Restricted funds Money in reserves to offset this spend
VAT Refund		£ 90.00		£ 109.17	121.3%	
Totals net of VAT	£ 5,560.00	£ 5,690.00	£ 1,307.71	£ 4,509.17		
VAT		£ -	£ 79.52	£ -		
Totals inc VAT		£ 5,690.00	£ 1,558.41	£ 4,509.17		



MG 000477 F1V1252A 708F30BBG00000 36000 10000 A

MR G MUSSETT
LITTLE BRAXTED PARISH COUNCIL
25 EBENEZER CLOSE
WITHAM
CM8 2HX



LITTLE BRAXTED PARISH
COUNCIL

Sort Code 20-97-49
Account No 20189405

SWIFT/BIC BARCGB33
IBAN GB20 2097 4030 1894 05

Issued on 01 July 2021

Your Community Account

At a glance

Date	Description	Money out £	Money in £	Balance £
1 May	Start Balance			9,857.97
7 Jun	Cheque Issued Ref: 106542	58.20		9,799.77
	Cheque Issued Ref: 106543	36.00		9,753.77
	Cheque Issued Ref: 106544	82.08		9,671.69
	Cheque Issued Ref: 106545	43.35		9,628.34
	Cheque Issued Ref: 106546	96.33		9,532.01
	Cheque Issued Ref: 106547	189.60		9,342.41
	Cheque Issued Ref: 106548	54.04		9,288.37
	Cheque Issued Ref: 106549	96.33		9,192.04
	Cheque Issued Ref: 106550	320.78		8,871.26
30 Jun	Balance carried forward			8,871.26
	Total Payments/Receipts	966.71	0.00	

01 May - 30 Jun 2021

Start balance	£9,857.97
Money out	£966.71
+ Commission charges	£0.00
Money in	£0.00
+ Gross interest earned	£0.00
End balance	£8,871.26

Your deposit is eligible for protection
by the Financial Services
Compensation Scheme.

As at 31/03/21	
Petty Cash	£ 0.58
Barclays Bank	£ 5,348.80
Total	£ 5,349.38
Less Uncashed Cheques	£ -
Total	£ 5,349.38
Add Income for year	£ 4,509.17
Less Expenditure for year	-£ 1,558.41
Total	£ 8,300.14
As at 30/06/21	
Represented by	
Petty Cash	£ 0.58
Barclays Bank	£ 8,871.26
Total	£ 8,871.84
Plus unpresented cheques	
Less Uncashed Cheques	-£ 571.70
Total	£ 8,300.14

000477 00011 F1V1252A 1 of 2