



Little Braxted Parish Council

You are hereby summoned to attend the Meeting of Little Braxted Parish Council to be held in The Braxted Bakery, Witham Lane, Little Braxted on Tuesday 27th June at 7.00 p.m.

Gordon Mussett
Parish Clerk
20th June 2017

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 23rd May 2017**
To agree and approve the minutes of the meeting held on 23rd May 2017 as a true record
- 5. To Invite Members of the Public to speak on Matters Regarding and Affecting the Parish**
- 6. To Comment on the Consultation Regarding Changes to the Braintree District Local Plan – attached**
To comment on the consultation regarding changes to the Braintree District Local Plan
- 7. To Receive a Financial Statement as of 31st May 2017 - attached**
To receive a financial statement as of 31st May 2017

8. To Approve the following payments:-

To approve the following payments:-

Document Reference	Payable To	In Respect of	£
500	HM Revenue & Customs	PAYE/NI	£159.60
501	G N Mussett	Clerk's Salary June	£120.72
502	H Bendall	Litterpicking June	£37.60
503	G N Mussett	Litter Picking Warning Sign	£92.26
504	A Stow	Installation and wiring of defibrillator	£180.00
505	The Green Man Public House	Contribution towards electricity – defibrillator light/heater	£25.00

9. Clerks Report – for Information

To receive an update from the Clerk

10. Closure

ITEM 6

To Comment on the Consultation Regarding Changes to the Braintree District Local Plan

The Draft Braintree District Local Plan has little reference to the boundary with Maldon District, but the following statements are worthy of noting:-

- The other main focus for (residential) development will be the A12 corridor with the main town of Witham and service villages of Hatfield, Peverel, Kelvedon and Feering with allocations of over 2,000 new homes.
- Consultation on route improvement options between 19 and junction 25 of the A12 concluded in March 2017. A decision by the Planning Inspectorate on the preferred improvement option is expected in 2019.
- The A12 widening project is being delivered early in the plan period by Highways England. It is expected to increase overall capacity and upgrade junctions to make the network safer and smooth traffic flow. The Council will work with Highways England to ensure that safe, convenient and suitable access to local roads is provided to meet the needs of Hatfield Peverel, Witham, Kelvedon and Feering.
- The following schemes are proposed to support development allocated in the Local Plan.
 - A new link road between Inworth Road and the A12 Kelvedon North/Feering junction

ITEM 7

To Receive a Financial Statement as of 31st May 2017

Income

Date	Document reference	From	In Respect of	General Administration £	War Memorial £	Other £	VAT £	Total £
28/04/2017		Maldon District Council	Precept	£ 3,125.00				£ 3,125.00
02/05/2017		HMRC	VAT Refund				553.67	£ 553.67
Total for Year				£ 3,125.00	£ -	£ -	£ 553.67	£ 3,678.67

Expenditure

In Respect of	Clerk's Salary £	Elections £	Subscriptions £	Audit Fees £	Insurance £	War Memorial £	Information Commissioner £	Transparency Fund £	Parish Plan £	Village Fete £	Litter Picking £	Other £	Total Net of VAT £	VAT £	Total £
Clerk's Salary	£ 90.72												£ 90.72		£ 90.72
Litterpicking											£ 37.60		£ 37.60		£ 37.60
Annual Subs			£ 61.75										£ 61.75		£ 61.75
Insurance Premium					£ 347.74								£ 347.74		£ 347.74
Virus Check Renewal								£ 79.16					£ 79.16	£ 15.83	£ 94.99
Internal Audit				£ 135.00									£ 135.00	£ 27.00	£ 162.00
Litterpicking											£ 45.60		£ 45.60		£ 45.60
Clerk's Salary Stamp	£ 90.32			£ 1.86									£ 90.32		£ 90.32
	£ 181.04	£ -	£ 61.75	£ 136.86	£ 347.74	£ -	£ -	£ 79.16	£ -	£ -	£ 83.20	£ -	£ 889.75	£ 42.83	£ 932.58

Budget Analysis

BUDGET ANALYSIS						
2017/18	Budget		Figures are net of VAT			
Item	£	Income £	Expenditure £	Net £	%age Budget Spend	Notes
Clerk's Salary	£ 1,900.00		90.72	£ 1,809.28	4.8%	
Subscriptions	£ 65.00		0	£ 65.00	0.0%	
Audit Fees	£ 85.00		£ 61.75	£ 23.25	72.6%	
Insurance	£ 340.00		£ 347.74	-£ 7.74	102.3%	
War Memorial	-£ 81.00			-£ 81.00	0.0%	
Information Commissioner	£ 35.00		£ -	£ 35.00	0.0%	
Grass Cutting	£ 380.00		£ -	£ 380.00	0.0%	
Hall Hire	£ 300.00			£ 300.00	0.0%	
Transparency Fund			£ 79.16	-£ 79.16	#DIV/0!	Restricted funds
Other	£ 200.00		£ -	£ 200.00	0.0%	
Election Fees	£ 15.00			£ 15.00	0.0%	
Remembrance Day Parade	£ 220.00		£ -	£ 220.00	0.0%	
Parish Plan	£0			£ -	#DIV/0!	Restricted funds
Village Fete	£0			£ -	#DIV/0!	Restricted funds
Litterpicking			£ 37.60	-£ 37.60	#DIV/0!	Restricted funds
Defibrillator	£0			£ -	#DIV/0!	Restricted funds
Other	£0			£ -		
Precept	-£ 3,125.00	£ 3,125.00		-£ 3,125.00	100.0%	
VAT Refund	-£ 100.00	-£ 553.67		-£ 100.00	-100.0%	
Totals net of VAT	£ 234.00	£ 2,571.33	£ 616.97	-£ 382.97		
VAT		£ -	£ 42.83	£ 42.83		
Totals inc VAT		£ 2,571.33	£ 659.80	-£ 340.14		

Reconciliation



MR GORDON MUSSETT
25 EBENEZER CLOSE
WITHAM
CM8 2HX

LITTLE BRAXTED PARISH COUNCIL

Sort Code 20-97-40
Account No 20189405

SWIFTC BARCGB22
BAN GB44 5400 2007 4000 1804 00

Issued on 1 June 2017

Your Community Account

Date	Description	Money out £	Money in £	Balance £
29 Apr	Start Balance			5,235.25
2 May	Direct credit from Hmrc Barclays BACS Ref: 697932		553.67	5,788.92
8 May	Cheque issued Ref: 100491	40.00		5,748.90
	Cheque issued Ref: 100493	37.60		5,711.30
31 May	Cheque issued Ref: 100499	90.32		5,621.00
31 May	Balance carried forward			5,621.00
	Total Payments/Receipts	167.92	553.67	

At a glance

29 Apr – 31 May 2017

Start balance	£5,235.25
Money out	£167.92
* Commission charges £0.00	
Money in	£553.67
* Gross interest earned £0.00	
End balance	£5,621.00

BANK RECONCILIATION

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

As at 31/03/17

Petty Cash	£ 2.44
Barclays Bank	£ 3,002.57
Total	£ 3,005.01
Less Uncashed Cheques	-£ 337.12
Total	£ 2,667.89

Add Income for year	£ 3,678.67
Less Expenditure for year	-£ 932.58
Total	£ 5,413.98

As at 31/05/17

Represented by

Petty Cash	£ 0.58
Barclays Bank	£ 5,621.00
Total	£ 5,621.58
Less Uncashed Cheques	-£ 207.60
Total	£ 5,413.98

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ITEM 9

Clerk's Report

The defibrillator has been installed and is awaiting confirmation from the Ambulance Service that it is registered on their system..

The funding application to extend the litterpicking scheme has been considered and a favourable outcome is expected. Once confirmation is received a new contract, fixed term for three years at 1.25 hours/week, will be issued to the litterpicker. One of the warning signs was "misappropriated" and a replacement has been ordered – the remaining funds in the project will cover this.

The enhanced speed check has been booked for the autumn (the Enforcement Team are currently being trained and are then heavily booked).