



LITTLE CORNARD PARISH COUNCIL

Clerk: Kevin B. Money 7 Roach Vale, Colchester, Essex. CO4 3YN

Tel: 07810781509 email: clerk@littlecornard-pc.gov.uk

Website: <https://e-voice.org.uk/littlecornardpc/>

Dear Councillor

Your attendance is required at the forthcoming meeting of Little Cornard Parish Council to be held at the

Village Hall on **TUESDAY 18th. MARCH 2025 at 7pm** for the purpose of transacting the business ONLY shown on the agenda

KBMoney - Kevin B. Money – Parish Clerk 12th. March 2025

FULL COUNCIL MEETING AGENDA

021/2025 Apologies for absence

022/2025 Declaration of Interest

Receive declarations of interests and request for dispensation from Councillors

023/2025 Minutes - To confirm and sign the minutes of LCPC meeting held on 21st. January 2025

024/2025 Public participation session - Total of 5 minutes is allowed

025/2025 County Councillors report - Total of 5 minutes is allowed

1. Upper Road Passing area update
2. Highways letter to James Finch
3. Devolution update

026/2025 District Councillors report - Total of 5 minutes is allowed

- a) Litter Picking
- b) Reviewing of Neighbourhood Plan

027/2025 Community Maintenance – update on litter picking and SID information

- 1) Litter Pick – update from Cllr K. Gilbert
- 2) SID update – update from Cllr K. Gilbert
- 3) Defibrillator – update from Cllr K. Gilbert

028/2025 Highways / PROW

- 1) Chapel Lane responses
- 2) Wyatts Lane
- 3) Spout Lane flooding
- 4) ANPR Rotas
- 5) Upper Road passing area – as above at item 025/2025 (1)
- 6) Repair to steps at FP13 (Lower Farm)

029/2025 National Grid update – Councillors to agree that LCPC collaborate with Bures St. Mary PC on road safety on B1508.

030/2025 Village Hall – Cllr N. Monk

- a) Update on the repairs to Village Hall
- b) Play equipment update at Village Hall

031/2025 Planning – including any Current Planning Applications requiring a response

DC/25/00542 - Village Hall Spout Lane Little Cornard Suffolk CO10 0NX

Proposal: Application under Section 19 of The Town and Country Planning Act 1990 for Listed Building Consent DC/24/04320 to vary Conditions 2 (Approved Plans and Documents), 3 (Materials), 4 (Materials to Match Existing), 5 (Internal Doors), 6 (Mechanical Ventilation and SVP) and 7 (External Lighting)

032/2025 Planning Decision/s made by Babergh District Council affecting Little Cornard

033/2025 Agree any action required on the emails circulated by the Clerk to Councillors since the last scheduled meeting of the Council

034/2025 Clerk's report

- a) Clerk to produce an updated ongoing projects / action list for Councillors



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035/2025 Finance

- a) To receive the Bank Reconciliations as at 28th. February 2025
- b) To receive the comparison of Actual against Budget for 2024/2025
- c) To approve the payment of Accounts for February & March 2025. To agree a transfer of funds to meet the Parish Council financial arrangements
- d) Update on Submission form from Unity Trust Bank
- e) Donation monies to Village Hall and Magazine

037/2025 Councillors to discuss any further training for 2024/2025

038/2025 Items for Next Agenda

039/2025 Next scheduled meeting is on Tuesday 20th. May 2025 at 7pm APM and LCPC AGM

Councillors to note the meeting dates for 2025: 15.07.25: 16.09.25: 18.11.25

040/2025 Closure of the Meeting

To close the Meeting having considered and determined all items of business

VILLAGE Hall Report

1	Bank Balance	£ 15,047.42
2	Petty Cash	£ 828.72
	Total funds	£ 15,876.14

INCOME			
Hall Hire			£ 2,754.00
Fundraising			£ 2,426.19
Donations			£ 75.30
Income YTD			£ 5,255.49

EXPENSES			
Electric			£ 465.66
Maintenance			£ 128.99
Loo Refrurb			£ 126.00
Equipment			£ 898.64
Water Rates			£ 78.36
Cleaning			£ 331.00
Fundrasing Expenses			£ 1,563.36
Insurance			£ 508.40
Council Rates			£8.07
Magazine			£0.00
Bank Charges			£64.97
Miscellaneous			£42.00
EXPENSES YTD			£ 4,215.45

Advance Quiz receipts	£	-
FUNDS GAIN/LOSS FOR THE YEAR	£	1,040.04

Fundraising events this year have generated £ 862.83

Accounts to 4th March 2025

01-03-2025 Quiz raised £265

50 second hand chairs purchased for £400 in February.

Planning approval gained for Accessible Toilets

Three quotes obtained, range 50k to 72k

Selected 50K option recommended by G Bird

Cil funding grant to be applied for.

If successful 75% grant, Village Hall funds 25%- £12,500

Insurance due 1st April , best quote £478

Parish magazine contribution £110 yet to be agreed

Electric estimated £60

This leaves approximately £2750 in funds.

Need help from Cas to find futther grants.

Will apply for National Lottery grant.

If we can apply for the grants in the name of the Parish Council the grant money will be awarded to the Council. The contractor can invoice the Council and the VAT can be reclaimed under section 33 of the VAT act 1994.

This provision allows local authorities , including parish councils to reclaim VAT incurred on goods and services purchased for non-business purposes, ensuring that the VAT does not become a cost to local taxpayers.



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Minutes of the Parish Council Meeting held on Tuesday 21st. January 2025 at 7pm at Little Cornard Village Hall

Present: Cllrs Karen Gilbert (Chair), Clive Johnson, Karen Winter, Graham Deere, Nigel Monk, Jill Thomas, SCC Cllr J. Finch and Kevin B. Money (Parish Clerk). There were 6 members of the public present.

001/2025 Apologies for absence were received from Cllr C. Crane

002/2025 Declaration of Interest

Receive declarations of interests and request for dispensation from Councillors. Cllr N. Monk declared an interest in item 015/2025 (C)

003/2025 Minutes - To confirm and sign the minutes of LCPC meeting held on 19th. November 2024
All Agreed

004/2025 Public participation session - Total of 5 minutes is allowed

The passing place in **upper road** has no further update in to re-instate the passing place. The wire is now invisible and being pushed down by Roe Deer. Sugar Beet lorries loading in Wyatts Lane. The lorries blocked the road in both directions. However, they are allowed to stop and make short term loadings. If the road is blocked for over an hour, then signs should be erected at both ends of the road to warn oncoming drivers. Cllr Gilbert has requested Farmer that future campaigns have signage to warn of delays.

005/2025 County Councillors report - Total of 5 minutes is allowed

Cllr J. Finch report can be found at <https://e-voice.org.uk/littlecornardpc/reports/2025/>

006/2025 District Councillors report – BDC Cllr L. Parker arrived at 8.15pm

Cllr L. Parker spoke about the devolution proposals. Local Council elections in May 2025 will be postponed. No report was supplied by Cllr L. Parker

007/2025 Community Wardens – update on litter picking and SID information

1) Litter Pick – Due to a revision in resource at Sudbury TC the community wardens are unable to do a litter pick. Residents have been undertaking a litter pick in their own areas. LCPC to contact Sudbury TC to do a litter pick in the Autumn.

2) SID update – SID management is being carried out by Villagers (thanks to Steve and Nancy Arran) battery life questionable for one of two batteries supplied by STC. A new battery has been purchased for the SID. The movement of the SID will be done in the future by The Volunteers.

008/2025 Highways

a) Footpath update – Steps at Lower farm FP13 to be reinstated ASAP. Cllr Gilbert to Chase materials and progress.

b) 30mph speed limit issue next steps. Proposal for Council to support speed limit on the lanes, reduction of speed on the B1508 and monitoring enforcement on the B1508. Nominate Councillor to draft letter for the January '25 meeting (*Karen Winter letter attached*)
The draft letter, which has been circulated, was discussed and amendments made. Cllr Winter to meet with James and circulate final draft.

009/2025 National Grid update – Cllr K. Gilbert suggested LCPC Councillors collaborate with Bure St. Mary Parish Council on road safety on B1508. Cllrs Winter and Gilbert to attend BSM PC meeting. The National Grid proposal has now been formally approved. A caveat requesting detailed road management was inserted into the approval.

010/2025 Village Hall – Cllr N. Monk

a) Update on the repairs to Village Hall

Building Control have been out to look at the building. Planning permission has been submitted and approved but standards have change regarding disability access/heights etc. Village Hall committee is waiting a reply from Heritage.

b) Play equipment update at Village Hall.

No update at this time as the planning application has taken priority

Cllr J. Finch left the meeting



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011/2025 Planning Applications

DC/24/05332 - The Gables Slough Lane Little Cornard Sudbury Suffolk CO10 0NY

Proposal: Householder Application - Loft conversion above the existing garage, and extend the garage to join the house to form a utility room

RESOLVED: LCPC has no comment to make on this application

012/2025 Planning Decision/s made by Babergh District Council affecting Little Cornard

AGRICULTURAL DETERMINATION

DC/24/04821 - Yorley Farm Upper Road Little Cornard Sudbury Suffolk CO10 0NZ

Application to determine if prior approval is required for a proposed: Formation, Alteration or Maintenance of Private Ways for Agricultural or Forestry Use Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Sch 2, Part 6 - Construction of all-weather access track. **A Formal approval of the details of the proposed development is not required.**

013/2025 Agree any action required on the emails circulated by the Clerk to Councillors since the last scheduled meeting of the Council. All emails have been circulated to Councillors

014/2025 Clerk's report

- a) Clerk to produce an updated ongoing projects / action list for Councillors

015/2025 Finance

- a) To receive the Bank Reconciliations as at 31st. January 2025

Councillors noted the Bank Reconciliations as at 31st. January 2025

- b) To receive the comparison of Actual against Budget for 2024/2025

Councillors noted the comparison of Actual against Budget for 2024/2025

- c) To approve the payment of Accounts for December 2024 and January 2025. To agree a transfer of funds to meet the Parish Council financial arrangements. **All Agreed**

- d) To agree transferring monies to Ear Marked Reserve account (EMR)

The RFO has transferred £16420.00p from the current account to the EMR account. **All Agreed**

- e) Councillors to sign Submission form to be added as signatory to Unity Trust Bank

Both Cllr K. Winter and Cllr G. Deere signed the Unity Trust Bank submission form to become signatories on the accounts

016/2025 Budget / Precept 2025/2026. Councillors to finalise budget for 2025/2026

Cllr K. Gilbert proposed an expenditure of £9494 resulting in a Precept demand of £9494. Using BDC tax base figure of 147.76 resulted in a Band D property figure of £64.25p (an increase of £1.70 or 2.72%).

Cllr N. Monk seconded. **All Agreed**

017/2025 Councillors to discuss any further training for 2024/2025

All Councillors have been notified of future training courses from SALC

018/2025 Items for Next Agenda

Sprout Lane Passing area: Highways letter to James Finch update Cllr K. Winter

Cllr K. Winter apologies for 18.03.25 meeting

019/2025 Next scheduled meeting is on Tuesday 18th. March 2025 at 7pm

Councillors to note the meeting dates for 2025: 20.05.25 APM & LCPC AGM: 15.07.25: 16.09.25: 18.11.25

020/2025 Closure of the Meeting

To close the Meeting having considered and determined all items of business

The Chair then closed the meeting at 8.45pm and thanked everyone for attending

Signed

K. Gilbert
Chair

18th. March 2025

BANK RECONCILIATION				
Financial year ending 31.03.25				
Bank Balance as at	30.04.24	31.05.24	30.06.24	31.07.24
Unity Trust Bank Currnet account	£ 23,255.77	£ 21,751.38	£ 21,733.38	£ 20,683.18
Unity Trust Bank EMR account	£ -	£ -	£ -	£ -
Total:	£ 23,255.77	£ 21,751.38	£ 21,733.38	£ 20,683.18
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	£ -
Net Bank Balances as at	£ 23,255.77	£ 21,751.38	£ 21,733.38	£ 20,683.18
CASH BOOK				
Balance as at 01.04.24	£ 18,420.90	£ 18,420.90	£ 18,420.90	£ 18,420.90
Plus Receipts	£ 4,834.87	£ 4,919.87	£ 4,919.87	£ 4,919.87
Total	£ 23,255.77	£ 23,340.77	£ 23,340.77	£ 23,340.77
Less Payments	£ -	£ 1,589.39	£ 1,607.39	£ 2,657.59
Grand Total	£ 23,255.77	£ 21,751.38	£ 21,733.38	£ 20,683.18
Difference	£ -	£ -	£ -	£ -
Bank Balance as at	31.08.24	30.09.24	31.10.24	30.11.24
Unity Trust Bank Currnet account	£ 20,683.18	£ 23,793.42	£ 23,788.02	£ 22,974.36
Unity Trust Bank EMR account	£ -	£ -	£ -	£ -
Total:	£ 20,683.18	£ 23,793.42	£ 23,788.02	£ 22,974.36
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	£ -
Net Bank Balances as at	£ 20,683.18	£ 23,793.42	£ 23,788.02	£ 22,974.36
CASH BOOK				
Balance as at 01.04.24	£ 18,420.90	£ 18,420.90	£ 18,420.90	£ 18,420.90
Plus Receipts	£ 4,919.87	£ 9,287.37	£ 9,287.37	£ 9,287.37
Total	£ 23,340.77	£ 27,708.27	£ 27,708.27	£ 27,708.27
Less Payments	£ 2,657.59	£ 3,914.85	£ 3,920.25	£ 4,733.91
Grand Total	£ 20,683.18	£ 23,793.42	£ 23,788.02	£ 22,974.36
Difference	£ -	-£ 0.00	-£ 0.00	-£ 0.00
Bank Balance as at	31.12.24	31.01.25	28.02.25	31.03.25
Unity Trust Bank Currnet account	£ 22,631.36	£ 5,576.18	£ 5,570.18	
Unity Trust Bank EMR account	£ -	£ 16,420.00	£ 16,420.00	
Total:	£ 22,631.36	£ 21,996.18	£ 21,990.18	
Less Unpresented cheques				
Total of unpresented cheques	£ -	£ -	£ -	
Net Bank Balances as at	£ 22,631.36	£ 21,996.18	£ 21,990.18	
CASH BOOK				
Balance as at 01.04.24	£ 18,420.90	£ 18,420.90	£ 18,420.90	
Plus Receipts	£ 9,287.37	£ 9,287.37	£ 9,287.37	
Total	£ 27,708.27	£ 27,708.27	£ 27,708.27	
Less Payments	£ 5,076.91	£ 5,712.09	£ 5,718.09	
Grand Total	£ 22,631.36	£ 21,996.18	£ 21,990.18	
Difference	-£ 0.00	-£ 0.00	-£ 0.00	

Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Mr Kevin Money
Little Cornard Parish Council
7 Roach Vale
Colchester
CO4 3YN

Date: 28/02/2025

Account Name: Little Cornard Parish Council

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Sort Code: 608301

Account Number: 20488314

Your arranged overdraft limit is £0.00

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at **unity.co.uk/fscs**

Contact Us

Call us: 0345 140 1000

Email us: us@unity.co.uk

Visit us: unity.co.uk

Your Current T1 account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/01/2025		Balance brought forward	£0.00	£0.00	£5,576.18
28/02/2025	Fee	Service Charge	£6.00	£0.00	£5,570.18

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Statement number 021

**For Businesses.
For Communities.
For Good.**

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INVESTORS IN PEOPLE
We invest in people. Gold



Your Account Statement



For Businesses. For Communities. For Good.

Unity Trust Bank plc
PO Box 7193
Planetary Road
Willenhall
WV1 9DG

Mr Kevin Money
Little Cornard Parish Council
7 Roach Vale
Colchester
CO4 3YN

Date: 28/02/2025

Account Name: Little Cornard Parish Council

Swift Code (BIC): NWBKGB2L

IBAN Number: GB93NWBK60023571418024

Sort Code: 608301

Account Number: 20488327

Go Paperless! Receive your statements online and we'll notify you by SMS or email when they're available to view. Simply log into Your Online Banking and update your statement preferences or give us a call on 0345 140 1000

The credit interest rate is 2.50% AER as of your statement date.

Contact Us

- Call us: 0345 140 1000
- Email us: us@unity.co.uk
- Visit us: unity.co.uk



For eligible organisations, your deposits held with Unity Trust Bank are protected up to £85,000 under the Financial Services Compensation Scheme (FSCS). For more information about eligibility and compensation provided by the FSCS, please visit: **FSCS.org.uk** or refer to our FSCS Information Sheet and Exclusions List at unity.co.uk/fscs

Your Instant Access account transactions:

Date	Type	Details	Payments Out	Payments In	Balance
31/01/2025		Balance brought forward	£0.00	£0.00	£16,420.00

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Statement number 017

**For Businesses.
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LCPC ACTUAL AGAINST BUDGET REPORT					
		Agreed 2024/25	Total Income / spend to Mar '25	Left in Budget as at Mar '25	
Income	Precept	8735	£ 8,735.00		
	Other Income / Grant	0	£ -		
	Bank Interest	0	£ -		
	VAT Refund	0	£ 467.37		
	Donations	0	£ 85.00		
	TOTAL	8735	£ 9,287.37	£ 552.37	
Exp.					
Staff	Salary	3564	£ 3,484.12	£ 79.88	
	Home / Office allowance	180	£ 180.00	£ -	
Adm.	Payroll	132	£ 120.00	£ 12.00	
	Clerk Expenses	125	£ 46.06	£ 78.94	
	Training	300	£ 128.00	£ 172.00	
	Village Hall hire	132	£ 180.00	-£ 48.00	
	Online mapping	0	£ -	£ -	
	Donations - PCC: Other	300	£ -	£ 300.00	
	Subscriptions - SALC: SWT: ICO: CAS: OneSuffolk:	360	£ 223.32	£ 136.68	
	Parish Council Insurance	290	£ 264.00	£ 26.00	
	Annual Audit	0	£ 19.80	-£ 19.80	
	Dog Bin (Emptying / New)	400	£ 276.00	£ 124.00	
	Footpath Cutting	750	£ -	£ 750.00	
	Contingencies	500	£ 886.00	-£ 386.00	
	Community Wardens	750	£ 28.48	£ 721.52	
	Election Costs	150	£ -	£ 150.00	
	Repairs	100	£ 55.83	£ 44.17	
	Maintenance	250	£ -	£ 250.00	
	Neighbourhood watch	100	£ -	£ 100.00	
	Defibrillator electricity	80	£ 80.00	£ -	
	Bank Charges	72	£ 65.40	£ 6.60	
	GRAND TOTAL	8535	£ 6,037.01	£ 2,497.99	
	VAT TO RECLAIM		£ 275.08		
	Total:		£ 6,312.09		

EARMARKED RESERVE ACCOUNT SUMMARY				
	Aiming target	2024-2025	2025-2026	2026-2027
General Reserves - 75% of Precept	£ 7,120.00	£ 7,120.00	£ -	
Defibrillator/s	£ 800.00	£ 800.00	£ 800.00	
Election Expenses	£ 1,500.00	£ 1,500.00	£ -	£ -
Legal Costs	£ 5,000.00	£ 4,000.00	£1,000.00	
Bus Shelter	£ 5,000.00	£ 2,500.00	£2,500.00	
Notice Board	£ 500.00	£ 500.00	£ 500.00	
Steps		0	£ 250.00	
Total in EMR account	£ 19,920.00	£ 16,420.00	£ 5,050.00	

FINANCE FEBRUARY & MARCH 2025 PAYMENTS						
INCOME:						
EXPENDITURE						
Chq No.	Invoice No.	Payee	Cost	VAT	Total	LCPC Ref
BACS	Feb '25	Kevin B. Money - Clerk payment	£ 297.00	£ -	£ 297.00	39
BACS	Mar '25	Kevin B. Money - Clerk payment	£ 297.00	£ -	£ 297.00	40
		TOTAL:	£ 594.00	£ -	£ 594.00	
		Denotes already paid				