

**45th Annual General Meeting of Redlingfield Parish Meeting
at 8pm on Wednesday on 18th May 2022 (Ref AGM180522)
Horham Community Centre
Agenda**

1. **Apologies for absence:**
2. **Reports from guests:**
3. **Minutes of last meetings:**
 - a. Special Redlingfield Parish Meeting on Tuesday 24th August 2021.
 - b. Redlingfield Village Committee Meeting 9th February 2022.
4. **Matters arising from minutes:**
 - a. To be noted: Thanks to Ian Winter, who is co-ordinating the monitoring/upkeep and rota for the Defibrillator on behalf of the Parish Meeting.
5. **Chairman's report:**
6. **Treasurer's report – Parish Clerk is acting Treasurer (2021-2022 income & expenditure report is appended. Following documents c, d & e are being emailed).**
 - a. Report by acting Treasurer – Finance, Insurance & Audit (AGM180522/TRS2)
 - b. Acceptance and minute of Accounts and Governance (AGM180522/TRS1)
 - c. Adoption of 2022 Financial Risk Assessment and Management Actions document
 - d. Adoption of revised Standing Orders and Financial Regulations (**Additions requiring approval are in Red – additional clarifying/information notes are in red italics.**)
 - e. Acceptance of 2022 Assessment of the Effectiveness of Internal Audit report
7. **Village committee membership:**
 - a. *Existing committee members are:- Andrew Abbott, Graham Abbott, Katie Abbott, Susan Chapman, Allan Chapman, Helen Cook, Will Edwards, Lesley Rose, Emma Hewitt, Pat Kelly, Manday Miller and Adrian Smith.*
 - b. *Are there any new Village Committee member nominations or are any existing members standing down?*
 - c. *Vote to appoint Village Committee members.*
8. **Election of officers**
 - a. Treasurer: *Nominations received as of 3 May:- Adrian Smith*
 - b. Secretary/Clerk: *Nominations received as of 3 May:- Janet Norman-Philips*
 - c. Chair: *Nominations received as of 3 May:- Marjery (Midge) Gibbons*
9. **Neighbourhood Watch report**
 - a. Adrian Smith Neighbourhood Watch co-ordinator
10. **Report from Redlingfield Village Amenities (Doorstep Green) & Church project**
 - a. Report
11. **Any other business**
 - a. Residents' views sought on the "Mid Suffolk District Council Community Governance Review of Parishes, Town Councils and Unparishes areas". Attached MSDC FAQ's and note describing the difference between a Parish or Town Council and a Parish Meeting.
 - b. Defibrillator. Rota in place and equipment is being checked regularly.

12. Planned Events

- a. **Saturday 7th May - First 2022 Pub on the Green** from 6pm till Midnight.
- b. **Tuesday 10th May Redlingfield Parochial Church Council (PCC AGM) 7.30pm**
St Andrews Church – all are welcome.
- c. **Jubilee Bank Holiday, Celebrating the Queen's Platinum Jubilee is Thursday**
2nd June to Sunday 5th June.
 - i. **Thursday 2nd June**
 - ii. **Saturday 4th June Jubilee Pub on the Green from 3pm till Midnight**
 - iii. **Sunday 5th June Jubilee Tea on the Green – 2pm till 4pm Everyone is invited to tea/coffee, cakes and nibbles (BYOB).**
- d. **Redlingfield Dog Show Sunday 12th June.** Alison Smith will be organising this popular event – to raise funds for St Andrews Church repairs and improvements. With the Pub on the Green open.
- e. **The remaining Pub on the Greens** are planned for **Saturday 30th July;**
Saturday 27th August; Saturday 17th September and Saturday 5th November
(moved from 29th October). Starting at 6pm ending at Midnight
- f. **Redlingfield Pedal to the Palace Saturday & Sunday 2nd & 3rd of July.**
Fundraiser for Church updating/improvements and Doorstep Green. Five brave souls pedalling from Redlingfield to Buckingham Palace with Jubilee greetings for the Queen. Sponsorship forms on our website or go to just giving and www.justgiving.com/campaign/redlingfieldpedaltothepalace
- g. **Redlingfield Jubilee Summer Fayre & Hog Roast/BBQ** is planned for **Saturday 9th July** from 3pm till Midnight. With the Pub on the Green open.
- h. **Redlingfield Produce Show is on Sunday 4th September.** Alison Smith will be organising Redlingfield's third produce show – to raise funds for St Andrews Church repairs and improvements. With the Pub on the Green open
- i. **Redlingfield Jubilee Scarecrow Walk Sunday 2nd October. From 11am till 4pm.** The theme is Historic Royals. With the Pub on the Green open.
- j. **Redlingfield Jubilee Jump & Jive Swing Dance Sunday 29th October. At the Red Feather Club from 7.30pm till 11.30pm.** Fundraising for Doorstep Green.
- k. **Redlingfield Church Windows – Saturday & Sunday 3rd & 4th December.**
- l. **Redlingfield Auction of Promises – to raise funds for the Doorstep Green and a fund for youngsters starting their first job or college course. Dates to be agreed. What can you give that we can auction?**

13. Date of next village committee meetings:

- a. **Wednesday 8th February 2023.** To set dates for the 2023 year. 8 pm. Venue to be agreed

Parish Annual General Income & Expenditure overview April 2021-March 2022

Opening Balance in Bank start April 2021:	£4,940.24	
Closing Balance in Bank end March 2022:	£6,770.63	
Movement in year:	£1,830.39	
Events		Restarting post COVID
Pub on Green Sales Income	£2,826.40	
Pub on Green Sales Expenditure	£1,260.91	
Pub on Green Net Income	£1,565.49	
Defibrillator Fund (Earmarked)		New fund created in 2021/22
Donations	£3,545.00	Residents' donations
Expenditure	£2,150.00	Purchase of CHT managed service
Balance remaining in fund at end March 2022	£1,395.00	For ongoing maintenance & replacement
Household Support Grant Round 2 (Earmarked)		Suffolk Community Foundation/DWP Fund held on behalf of village volunteers for relief of hardship
Grants & Donations	£3,000.00	
Expenditure	£3,000.00	
Other Income		
Donations	£75.00	
Village Magazine	£0.00	
Bank Interest	£0.16	
Total Other Income	£75.16	
Total All Income	£9,446.56	
Other Expenses		
Insurance	£442.41	
Suffolk Association of Local Councils membership	£37.86	
Dog Bin emptying	£52.19	
Grass Cutting	£435.00	
Village Magazine Printing Costs	£0.00	
Data Protection registration fee	£35.00	
Scribe Accounting System	£118.80	
Internal Audit costs (SALC)	£84.00	
Total of other expenses	£1,205.26	
Total All Expenses	£7,616.17	
General Funds in Bank at year end (excluding Earmarked)	£5,375.63	<i>Growth of £435.39 in year</i>

Explanation of Variances (Receipts and Payments)

Explanation Report

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You can view annual return variances and add explanations to them

Box No	Description	31/03/2021	31/03/2022	Variance	Explanation
1	Balances brought fwd	6422.23	4940.24		BALANCE B/F AGREES
2	Annual precept	0.00	0.00	N/A	No Precept is raised
3	Total other receipts	1254.28	9446.56	8192.28 (653%)	Defibrillator fund £3,545. Household Hardship Fund £3,000. Income from Events restarting post-covid
4	Staff Costs	0.00	0.00	N/A	There are no staff
5	Loan interest/capital repayments	0.00	0.00	N/A	There are no loans or repayments
6	Total other payments	2736.27	7616.17	4879.90 (178%)	Defibrillator spend £2,150. Household Hardship fund spend 3,000
7	Balances carried forward	4940.24	6770.63		VARIANCE EXPLANATION NOT REQUIRED
8	Total Cash and Short Term Investments	4940.24	6770.63		VARIANCE EXPLANATION NOT REQUIRED
9	Total Fixed Assets and Long Term Investments	0.00	1.00	N/A	Only asset is a notice board which was a gift so nominal cost - insured for £800
10	Total Borrowings	0.00	0.00	N/A	There are no borrowings

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