**Hammerwich Parish Council Minutes**

**19 January 2022**

**In attendance:**

Councillors Wasdell, Greenway, Place, Taylor, Grundy, Smith, King, Ennis,

**Also in attendance:**

No Councillors from Staffordshire County Council (SCC)

No Councillors from Lichfield District Council (LDC)

No Members of the Public

**Clerk:**

Ellen Bird

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| **1.** | **Apologies for Absence** |
|  | Apologies were received and accepted from Councillors Thurlow and Ho.  Councillor Loughborough had written to the clerk resigning from the Council. Councillors accepted the resignation and thanked Councillor Loughborough for his time on the Council.  **Noted and accepted.** |
| **2.** | **Declarations of Interest** |
|  | Councillor Grundy declared her husband often worked with LDC Contractors who provided services for the Parish Council.  **Noted** |
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| **3.** | **Approval of Parish Council Minutes from the meeting held on 17 November 2021**  It was noted there was no December 2021 meeting due to high rates of Covid-19. |
|  | **The minutes of the meeting from 17 November 2021 were approved.** |
| **4.** | **Matters Arising** |
|  | There were none. |
| **5.** | **Chairman’s Announcements** |
|  | The Chair thanked Councillors, the Clerk and members of the public for all their contributions during 2021.  He was delighted to report the Neighbourhood Plan had been approved at the referendum held in December. He thanked the consultation team and consultant for all their hard work on this project and expressed sincere thanks to Councillor Greenway who had worked tirelessly to get the plan finished.  **Noted with thanks.** |
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| **6.** | **Budget Monitoring and Planning** |
|  | The Clerk talked Councillors through the budget papers (attached to minutes)  **Resolved to note the update and agree the following ringfenced funds for 2022/23**   * £6,000 was ringfenced for the purchase of future park benches. * £1,500 was ringfenced for future grants. * £5,000 was ringfenced for future ground maintenance projects. * Ringfence £3,000 for future maintenance requirements. * £7,000 was ringfenced for future footpath furniture, signs and style replacements * Ringfenced £5,000 was ringfenced for the Queen’s Jubilee celebration |
| **7.** | **Precept 2022/23** |
|  | Councillors discussed the Precept for the forthcoming year.  Given the healthy Parish accounts due to careful financial management Councillors felt there was no justification to raise the precept for the year ahead.  **Resolved to maintain the Precept at £29,500 for 2022/23 and to ask the clerk to review budget line headings with the Chairman prior to submission to LDC** |
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| **8.** | **Accounts for payment**  The statements for the Business Current Account and Savings Account as at 07 January 2022 were £48,258.51 and £8,289.42 respectively.  Councillors are asked to retrospectively approve the following accounts for payment:   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Cost | VAT | Invoice No | Cheque Number | | Zurich Plc | £997.81 | - |  | 244 | | Clerk’s wages December | £500 | - | - | 245 | | Clerk’s Wages December | £33.70 | - | - | 246 | | Burntwood Road Sweepers | £1026 | 171 | 215294 | 247 | | WI Hall | £38.50 | - | 198 | 248 | | Glenn Jones NHP | £750 |  | HPC06 | 249 | | Stocksigns Ltd | £5517 | 919.50 | INV211952 | 250 | | Clerk’s Expenses | £13.99 |  |  | 251 |   Councillors are asked to approve the following accounts for payment:   |  |  |  |  |  | | --- | --- | --- | --- | --- | |  | Cost | VAT | Invoice No | Cheque Number | | Clerk’s wages January 2022 | £533.70 | - | - | Chq 252 £500 and 253 £33.70 | | Lichfield District Council | £10,471.17 | 1,745.19 | M00075893279 | 254 | | WI Hall | £38.50 | - | 209 | 245 | | WCAVA | £5 | - | - | 246 |   The Parish Council are asked to note the following income:   |  |  |  | | --- | --- | --- | | Source | Amount | Reference | | No Income to report |  |  |   The Gardening Guild received a donation from HPC in 2019/20 for £200. The cheque was never cashed. They have asked that the cheque be re-issued. Councillors need to determine whether they are willing to re-issue the cheque. (cheque 139 The Gardening Guild issued 2019.20) |
|  | **The accounts for payment were approved and the Clerk asked to re-issue the cheque for the gardening guild** |
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| **9.** | **Items for discussion at future meetings** |
|  | * SIDS * Finger Posts * Asset Register * Risk Register * Queen’s Jubilee * Community Events   **Noted** |

Meeting closed at 8.20pm