

# Bawdsey Parish Council

## Minutes of Bawdsey Parish Council Finance Meeting

Held 28<sup>th</sup> October 2022 at 2pm

### Attendees

Cllr Andy Rouse, Cllr Andrew Block, Cllr Brian Johnson, Cllr Clare Walker  
Parish Clerk: Tina Hughes

1. **Welcome:** Cllr Rouse
2. **Summary of current financial situation as at 28<sup>th</sup> October 2022:**

Current Account: - £48829.82

Includes:-

Money remaining in grants  
Power (film legacy) £5214.78  
Deben Marine Centre £3.41  
Photoposts £354.07  
Alfred William Trust (Bench) £126.00  
Weather Station £0.00

CIL funds  
£23736.46

Reserves  
£9000.00

Clerk confirmed with Unity Trust, no additional charges would be made for savings accounts, recommendations were therefore to put forward to full council 3 savings accounts to be opened:-

1. Reserves - £4000, to include:-
  - £1000 Staff Emergency Cover
  - £1000 Legal Costs
  - £2000 Coastal Protection Issues
2. CIL Funds - £23736.46
3. Project funds
  - £5000 Bawdsey Quay Approach Road
  - £5214.78 Power (film legacy)

Balance to remain in current account £10878.58

Parish Clerk – Tina Hughes,  
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Email: [Bawdsey-pc@hotmail.co.uk](mailto:Bawdsey-pc@hotmail.co.uk)

Chairs Initials.....

# Bawdsey Parish Council

## 3. Review budget

### a) Estimated end of year figures for 2022-23

Budget £8000, estimated £8148.35 end of year,

Reason for

Estimated Overspend

- Back payments for ex staff re new NALC pay rates
- Increase in Village Hall Hire
- Contribution to Jubilee Community Event
- Camera batteries & Speed Survey
- Bin at East Lane//Shingle Street Life saving equipment (possible)

Estimated Underspend

- Clerks expenses and office admin
- Training

### b) Determine budget figures for 2023-24

Initial forecast for 2022-23 is £8750.00 an increase from 2021-22 of £750.00, to be reviewed further

## 4. Review following policies

### a) Risk assessments (Financial)

Document was reviewed, the following changes were noted:-

- Risk Analysis 3 should include new internet banking procedure
- Risk Analysis 12 change should be made to total finance from £75,000 to £85,000, to be in line with new financial government regulations

### b) Financial Regulations

Due to time – to be reviewed at next finance meeting

## 5. CIL Money – Ideas and Suggestions on Spending

Deferred to another meeting

## 6. Discuss Red Rocket Increase in Emergency Plan, website and if Alderton should be approached to share cost

Deferred to full council meeting when Cllr Rob Johnson is present

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## 7. Any other matters to be brought to the attention of the committee

Note that meetings should be 4 times per year, clerk to arrange meetings quarterly going forward

Chairs Signature..... *Raise* - *10/01/23* .....

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Chairs Initials..... *TH*