

**MINUTES OF THE ANNUAL PARISH MEETING
HELD AT BROOK HOUSE, 18 SHOBNALL ROAD, BURTON UPON TRENT
ON TUESDAY 19 APRIL 2022 COMMENCING AT 6.40PM**

PRESENT

Councillor Dennis (in the Chair)
Councillors Asghar, Dittmer, Donlon and Shilton
Mary Danby, Parish Clerk

1. MINUTES

RESOLVED That the Minutes of the Annual Parish Meeting held on 27 April 2021 be approved as a true record.

2. CHAIR'S REPORT

The Parish Council are having face to face meetings and have been kept abreast of changes to government guidelines by the Clerk. I would like to thank Mary, our Clerk on behalf of the Parish Council for ensuring the meetings are Covid secure with all the necessary precautions in place for the councillors and members of the public.

We have throughout the year tried to engage with the public and have been proactive in promoting our grant scheme to support local groups. However, only a few have progressed their request for support. This could be because they have not fully planned out their projects or they have sourced funding from elsewhere. We will continue to promote our grant scheme as we feel this is an important role for the Parish Council.

Larger projects within the Parish have also been discussed, but have not moved onto the next stage for the Parish Council to formally commit to them. The Parish Council are open to projects to support as we no longer have a financial commitment for the up keep on The Link.

Unfortunately our attempts to fill the vacancies within the Parish Council have been unsuccessful. The Parish Council have discussed this in depth and would pursue virtual meetings if this option became available, to see if this would help with filling the vacancies.

As it stands the Parish Council is at risk of folding if we cannot recruit to the Parish Council and I would like to thank you all for your commit and hard work throughout the year.

3. FINANCIAL REPORT

	2021/22		2022/23
	BUDGET	ACTUAL	BUDGET
	£	£	£
INCOME			
Precept	33,862	33,862	35,409
Council Tax Support Grant	2,098	2,098	2,098
Interest Received	9	4	4
TOTAL INCOME	35,969	35,964	37,511
GENERAL RUNNING COSTS			
Employee Costs			
Clerk's Salary	9,929	10,101	10,530
Employer's NI	158	173	160
Mileage	400	59	300
Use of Home as Office	134	134	134
Total Employee Costs	10,621	10,467	11,124
Annual Running Costs			
Highway Lighting Maintenance	30	28	30
Subscriptions	700	710	710
ComputerLifeline	400	342	400
RBS Accounts Support/Maintenance	124	124	130
Website Maintenance	150	150	150
IT Software	145	144	200
Insurance Premiums	434	353	353
Audit Fees	510	412	510
Payroll Services	80	90	90
ICO	40	35	35
Total Annual Running Costs	2,613	2,388	2,608
Administration Expenses			
Video conferences/meetings	144	24	-
Printing and Stationery	300	481	300
Council mobile	90	90	90
Publications	-	-	150
Postage	120	176	200
Room Hire	450	77	180
Refreshments	200	75	50
Training Expenses	850	170	850
Grants Paid	3,000	4,394	6,000
Bank charges	-	24	100
Sundries	200	67	200
Total Administration Expenses	5,354	5,577	8,120

Defibrillators			
Defibrillators and heated cabinets	-	3,195	-
Installation	-	-	-
Maint/replacement pads/battery packs	-	-	1,650
Total Defibrillator costs	-	3,195	1,650
Noticeboards			
Supply and installation	-	2,900	-
Maintenance	-	-	100
Total Noticeboard costs	-	2,900	100
Dallow Lock mural			
Cleaning	-	200	200
Total Mural costs	-	200	200
Link Park - Contract Costs			
Litter Picking	4,050	2,350	-
Grass Cutting	275	120	-
Monthly Inspection Report	-	-	-
Bramble Clearance	520	-	-
Equipment Maintenance	1,000	160	-
Total Link Park - Contract Costs	5,845	2,630	-
Projects			
Contingency	5,000	-	5,000
Project Work	3,500	-	9,000
Total Projects Costs	8,500	-	14,000
VAT Data	-		
Receipts		966	-
Payments		2,025	
Net Receipts over Payments		-	1,059
TOTAL EXPENDITURE	32,933	36,930	37,802
TOTAL INCOME	35,969	29,383	37,511
NET INCOME OVER EXPENDITURE	3,036	7,548	- 291

4. PUBLIC PARTICIPATION

No members of the public attended the meeting.

(The meeting closed at 7.05pm)

Signed

Date