

KPC 131-07
MINUTES OF THE MEETING OF KEDINGTON PARISH COUNCIL
TUESDAY, 16th DECEMBER 2025
HELD IN THE MEETING ROOM, PARISH COUNCIL OFFICE, ARMS LANE, KEDINGTON

Present: Cllr Ann Naylor (Chair)
 Cllr Jeffery Potter (Vice-Chair)
 Cllr Terry Wheeler
 Cllr Ross Standeven
 Cllr Annette Brooker
 Cllr Dean Willett
 Cllr Jeanette Kilpatrick

In attendance: John Boxall (Parish Clerk)

Also in attendance: Suffolk County Councillor David Roach. Parishioners Mr Huw Williams and Mr Colin Jenkinson.

1. Acknowledge agenda items of interest to members of the public present.

Huw Williams declared an interest in agenda item 11.1.

2. Welcome and Apologies.

Chair welcomed everyone present. There were no apologies.

Clerk advised that the Council, members of the public and press may audio record, film, photograph or broadcast the meeting, when the press and public are not lawfully excluded. Any member of the public who attends the meeting is advised that the Parish Council cannot control 3rd party recordings. The Parish Council will audio record the meeting.

3. To receive members' declarations of Disclosable Pecuniary Interests and Other Registerable and Non-Registerable Interests in accordance with the Local Government Association Model Councillor Code of Conduct and/or with regard to Section 106 of the Local Government Finance Act 1992 and to receive any applications for dispensations on agenda items.

Clerk reminded Councillors that Section 106 of the Local Government Finance Act 1992 prevents a local authority member that includes Parish Councillors, from voting on certain Council Tax related matters if they have Council Tax arrears of two months or more. This includes any calculations, decisions that could affect such a calculation, recommendations, decisions related to the administration or enforcement of Council Tax. The member must declare their arrears but does not have to state the amount.

Clerk reminded Councillors that the Precept derives from the Council Tax we all pay and so Section 106 prevents a Parish Councillor from voting on the Precept application i.e. our budget for the next financial year, if they have Council Tax arrears of two months or more.

Clerk advised Councillors that if they have Council Tax arrears of two months or more to declare, they must do so.

No interests or Council Tax arrears were declared.

4. Councillors who were present to agree as a true record the minutes of the Meeting of Kedington Parish Council held on 11th November 2025.

Councillors confirmed that they had received a copy of the draft minutes and had read them.

ACTION

A resolution was put forward by Cllr Potter and seconded by Cllr Kilpatrick to agree the draft minutes of the Meeting of Kedington Parish Council held on 11th November 2025 as a true record. The resolution was unanimously agreed.

Chair signed the minutes after the meeting.

Chair brought forward agenda item 11.1 (see below).

At 1908 hrs Mr Williams left the meeting.

5. Receive visitor's reports and reports from District and County Councillors.

Clerk advised that the West Suffolk Councillors are unable to attend as they are at a full Council meeting and he has not received a report from them.

Chair confirmed that Councillors had received Cllr Roach's report.

Cllr Roach advised that Essex County Council are now at least amenable to having a discussion about a 7.5T lorry ban on the B1061.

Cllr Roach advised that Suffolk County Council have been discussing their budget setting for next financial year. The budget will be set in February 2026.

6. Receive accounting statements and any other financial reports and agree any necessary action.

6.1 Review and agree accounting statements.

Chair confirmed that Councillors had received the relevant documents.

A resolution was put forward by Cllr Wheeler and seconded by Cllr Willett to agree the Bank Reconciliation, the Payments and Receipts List, the Net Position by Cost Centre and Code report and the Reserves Balance report (ANNEX 1). The resolution was unanimously agreed.

ANNEX 1

6.2 Agree salary increase for Village Cleaner for financial year 2026/2027.

Clerk advised that the National Living Wage for those aged 21 years and over will increase from £12.21 per hour by 4.1% to £12.71 per hour from 1st April 2026. The Village Cleaner's wage is based on the National Living Wage.

Clerk asked Councillors to agree by a resolution an increase in the Village Cleaner's wage to £12.71 per hour with effect from 1st April 2026 that can be paid in accordance with the Local Government Act 1972 s.112.

A resolution was put forward by Cllr Willett and seconded by Cllr Potter that the Village Cleaner's wage should rise to £12.71 per hour with effect from 1st April 2026. The resolution was unanimously agreed.

Clerk

Chair brought forward agenda items 8.3 and 13.1 (see below).

6.3 Agree budget and Precept application for financial year 2026/2027.

Clerk confirmed that the pre-budget meeting for 2026/2027 took place on Tuesday 2nd December 2025 and that a proposed budget of £90,775.46 was agreed by those Councillors who attended.

Clerk confirmed that all Councillors had received a copy of this draft budget.

Clerk highlighted the following to Councillors:-

- An increase in the grants budget from £5,000.00 to £6,000.00 was agreed.
- An increase in the Poppy Appeal donation from £100.00 to £120.00 was agreed £20.00 for a wreath and a donation of £100.00
- It was agreed to delete the Office Extension Peppercorn Rent cost code.

Clerk advised that a budget for the Local Government Reorganisation was discussed taking into account the likelihood that Parish Councils will be taking on more responsibilities. It was agreed that a budget should be set to start saving for future costs rather than having a large increase in the budget all at once. A budget of £1,000.00 was discussed and is already shown on the proposed budget. Councillors agreed this.

It was also discussed that this £1,000.00 is to be moved into a newly created Local Government Reorganisation Earmarked Reserve for savings. Councillors agreed this.

Clerk

Clerk advised that since the pre-budget meeting the Information Commissioner's Office has advised that the cost for this current financial year's data protection fee has increased to £52.00 p.a. minus £5.00 discount for paying by direct debit, equals £47.00 net payable in January 2026. This is an increase of 34% from the £35.00 in this year's budget. Therefore, adding 34% to £47.00 for next year's budget to be paid in January 2027 is £63.00 and Clerk suggests amending the budget accordingly. Councillors agreed this and Clerk added this into the proposed budget.

Clerk also added in to the proposed budget the £400.00 that had been agreed during this meeting for the 2026 Family Christmas Event, item 13.1.

Cllr Willett asked Councillors to consider increasing the Grants budget further to £6,500.00 and following a discussion amongst Councillors they agreed this. Clerk amended the proposed budget.

Clerk advised that the draft budget for 2026/2027 is now £91,703.46 and constitutes a 19.05% increase from £77,031.94 for this year 2025/2026. However, taking into account the budget for 2024/2025 was £88,745.94 this is an increase of 3.33% over the last two years.

Clerk advised that the Precept amount is rounded up to the nearest £1.00 as the application doesn't allow for part pound values.

A resolution was put forward by Cllr Potter and seconded by Cllr Willett that the budget for the financial year 2026/2027 is £91,703.46 and the Precept demand for the financial year 2026/2027 for Kedington Parish Council be set at £91,704.00, having been rounded up to the nearest £1.00. The resolution was unanimously agreed.

Clerk

Clerk advised that the Precept demand for the financial year 2026/2027 has to be submitted by 22nd January 2026, two days after Councils' January meeting.

Clerk

Clerk advised that taking into account known and approximate future payments and receipts before receipt of the Precept in late April 2026, there is approximately £2,836.14 remaining in this year's budget. This may or may not be enough and Clerk asks Council to consider allowing him to draw funds from the General Reserves as necessary. These funds are to be returned to the General Reserves on receipt of the Precept.

Clerk advised that the Parish Council general reserves are funds held for such things as unexpected events, to smooth out cash flow, to cover general budget shortfalls, to respond to emergencies, to cover costs like staff salaries during a long-term sickness etc.

They are the council's financial safety net unlike earmarked reserves that are set aside for a specific purpose.

Following a discussion amongst Councillors. A resolution was put forward by Cllr Brooker and seconded by Cllr Willett to allow the Clerk to transfer funds from and back to the General Reserves as necessary. The resolution was unanimously agreed.

Clerk

6.4 Application for a debit card for the Parish Council's Barclays bank account update.

Clerk reminded Councillors that at the last meeting he had been asked to investigate the ability to have a debit card linked to the Parish Council's Barclays account. This was to allow

the purchase of items that had to be paid for before they were supplied such as stationery supplies.

Clerk advised that he's contacted Barclays and the Parish Council can have a debit card. The only difference is that it would negate the need for dual authorisation to be able to make purchases on the account. However, Clerk would obtain co-authorisation with either the Chair or two Councillors for items up to £500.00 (excluding VAT) and then have the purchase ratified by a resolution at the next meeting. For purchases over £500.00 (excluding VAT) approval would be by way of a resolution at a meeting.

Clerk advised the card would be in his name.

Clerk advised that the Financial Regulations allow for use of a debit card as:-

- Regulation 6.5 says "All payments shall be made by online banking in accordance with a resolution of the council, unless the council resolves to use a different payment method" and
- Regulation 9.1 says "Any Debit Card issued for use will be specifically restricted to the Clerk/RFO and will also be restricted to a single transaction maximum value of £500 unless authorised by council in writing before any order is placed."

A resolution was put forward by Cllr Standeven and seconded by Cllr Brooker to submit an application for a debit card for the Parish Council's Barclays account for use by the Clerk as above. The resolution was unanimously agreed.

Clerk

The application form was signed outside the meeting by the Clerk, Cllr Naylor and Cllr Potter.

7. Grants.

7.1. Uptakes.

a. 2nd Kedington Rangers.

Clerk advised that the £377.77 grant was paid on 13th November 2025 and thanks were received by email that day.

b. 1st Kedington Squirrels.

Clerk advised that the £1,000.00 grant was paid on 13th November 2025 and thanks were received by email that day.

7.2. Applications.

a. Citizens Advice West Suffolk.

Chair confirmed that Councillors had received the application and initial email that Clerk emailed to them on 12th December 2025.

Clerk advised that payment can be made in accordance with Local Government Act 1972 s.137.

Following a discussion amongst Councillors a resolution was put forward by Cllr Willett and seconded by Cllr Standeven to grant £264.00 to Citizens Advice West Suffolk. The resolution was unanimously agreed.

Clerk

b. St. Peter and St. Paul Church.

Chair confirmed that Councillors had received the application that Clerk emailed to them on 12th December 2025.

Clerk advised that payment can be made in accordance with Local Government Act 1972 s.137(3)(a).

Following a discussion amongst Councillors a resolution was put forward by Cllr Naylor and seconded by Cllr Kilpatrick to grant £500.00 to the St. Peter and St. Paul Church. The resolution was agreed by a majority of 5-2.

Clerk

c. Kedington Community Association.

Chair confirmed that Councillors had received the application that Clerk emailed to them on 15th December 2025.

Clerk advised that payment can be made in accordance with Local Government Act 1972 s.137.

Following a discussion amongst Councillors a resolution was put forward by Cllr Naylor and seconded by Cllr Potter to grant £1,000.00 to the Kedington Community Association. The resolution was unanimously agreed.

Clerk

8. Clerk's report.

8.1 Parish Council office agreement update.

Clerk reminded Councillors that at the last meeting it was agreed to draft a document for agreement between the Parish Council and the Kedington Community Association detailing what each is responsible for in terms of the Parish Council's occupation of the office and meeting room.

Clerk advised that he sent a draft agreement to Steve Brown of the Kedington Community Association on 27th November 2025 and it was discussed and unanimously approved at their meeting on Monday 8th December 2025.

The draft agreement was emailed to Councillors on Friday 12th December 2025.

Following a discussion amongst Councillors the draft agreement was agreed apart from paragraph c. of the "Permitted use of the premise" section that Councillors agreed should be changed to read "Any other use must be with the agreement of Kedington Parish Council". This is to ensure the Parish Council controls the use of the office and meeting room.

A resolution was put forward by Cllr Standeven and seconded by Cllr Naylor to agree the Parish Council Office and Meeting Room agreement if paragraph c. of the "Permitted use of the premise" section is changed as above. The resolution was unanimously agreed.

Clerk

Clerk will advise Steve Brown.

Clerk advised that with the Chair's consent, he has advised Smith & Co. Solicitors, formerly Adept, that they are no longer required to act for the Parish Council with regards to a lease or contractual agreement for the office and meeting room. Clerk hasn't received a reply to this.

8.2 Leasing the land owned by Kedington Parish Council that runs between Silver Street and Silver Street Park update.

Clerk advised that he and Chair met with Matthew Darmon at Adams Harrison Solicitors on Monday 1st December 2025 regarding putting together a lease for us and the purchasers and it went well. Unfortunately, it later transpired that another solicitor at Adams Harrison is doing the conveyancing for the purchasers and so Matt can't act for us due to a potential conflict of interest.

Clerk has updated the purchasers and has contacted Fairhurst Menuhin & Co. Solicitors to arrange a meeting with them. Clerk awaits their response.

8.3 COVID-19 Day of Reflection 8th March 2026 discuss an event to mark the occasion.

Clerk advised that this item was being brought forward to be discussed in case a budget for it needed to be added to the next financial year 2026/2027 Precept application.

Following a discussion amongst Councillors it was agreed the Parish Council would not be organising an event.

8.4 Proposals for Local Government Reorganisation in Suffolk consultation.

Councillors had no comment to make regarding this.

8.5 Local Validation Requirements consultation.

This relates to an email Clerk forwarded to Councillors from Cllr Frank Stennett, Cabinet Member for Planning, West Suffolk Council, regarding a four-week consultation on Local Validation Requirements ending on 19th December 2025.

Clerk reminded Councillors that this is a checklist for developers and other applicants who are preparing a planning application for submission. It details the matters that will need to be considered and submitted with planning applications, where relevant to the application. There are 38 draft Local Validation Requirements covering a range of topic areas including around affordable housing, housing mix, dwelling size and tenure, travel, parking, open space and community facilities.

Following a discussion amongst Councillors it was agreed that the Chair would draft a response to this consultation for agreement by Councillors by 19th December 2025.

Cllr
Naylor

8.6 Kedington Community Association Event Management Policy discuss alterations.

Following a discussion amongst Councillors they were in agreement with the Policy. Clerk to advise the Kedington Community Association.

Clerk

9. Play Equipment.**9.1 Receive monthly play park inspection reports and agree any necessary action.**

Clerk advised he had not received any.

With regards to actions from the last meeting:-

- Cllr Willett advised he had checked the cable runway and the end at which the seat was stopping less than two metres from the supporting legs is the end where you get on to the seat. This actually makes it easier to get on to the seat and so there is no issue.
- Cllr Potter advised the graffiti has been removed from the noughts and crosses game.
- Cllr Wheeler advised the yellow self-closing gate into the enclosed play area is closing correctly.

10. Environmental/Grounds Maintenance matters.

Clerk advised there are none.

11. Highway/Footpath/Street Furniture matters.**11.1 Installing a bus shelter at the entrance to Westward Deals from West End Lane update.**

Clerk advised that at the last meeting it was agreed that he would contact Mr Kemp, the Transport Development Manager, confirm his understanding of the situation and find out what the next step in the process is and hopefully start submitting an application.

Clerk advised that Mr Kemp has confirmed it is his understanding that Highways would carry out works to improve the bus stop in its current location. This would be by extending the existing footway enough to incorporate Disability Discrimination Act (DDA) compliant raised

kerbs and a dropped kerb for a crossing point. He advised that DDA kerbs could also be installed at the stop opposite. We will then look at where the shelter can be located so that it is linked to the footway.

Mr Kemp has also provided a link to the application form.

Another site visit has been arranged to discuss where the new bus shelter could then be installed.

Clerk advised that a parishioner has also asked if a No Smoking sign could be put on the inside of the shelter once it's installed. Mr Kemp has advised that the Parish Council could place a sign/sticker on the shelter but it wouldn't be enforceable. Councillors agreed that a polite notice asking people to refrain from smoking could be placed in the shelter. Cllr Brooker however, thought there was legislation that may cover this.

11.2 Parking on Mill Road opposite the Church discuss concerns raised.

Clerk reminded Councillors that they had had an email from a parishioner regarding parking issues in this area at school drop off and pick up times and that he had replied to the parishioner advising her of organisations she could report her concerns to; the West Suffolk Council Civil Parking Enforcement Team, the Haverhill Community Policing Team and Suffolk County Council highways via their reporting tool. The parishioner thanked the Clerk for this information. The Clerk also advised the parishioner of tonight's meeting but she isn't able to attend.

Cllr Roach advised he has already had an engineer from highways look at the yellow lines and has asked the Police and the Civil Parking Team to look at it.

11.3 Wooden picnic benches in Old School Field update.

Clerk advised that following a prompt from Cllr Wheeler he has chased Shawn Winters for an update. Shawn has advised that the benches, one of which he has previously removed, have been varnished firstly then painted over. He has tried a few products to clean it and is now reverting to sand blasting. He will be working on it again this week.

11.4 Work required in accordance with Cllr Wheeler's Street Furniture Report 2025 update.

Clerk advised there is work outstanding with regards to the brick plinth that has the village sign on it, the two benches on Watermill Meadow and the bandstand.

Following a discussion amongst Councillors it was agreed that Clerk should look for another to carry out this work and to move the goals on the Old School Field.

12. Outstanding estimates awaited or work ordered.

Clerk advised there are none.

13. Any other reports and on-going matters.

13.1 Family Christmas Event on Friday 12th December 2025 update.

Clerk advised that this item was brought forward to be discussed in case a budget for it needed to be added to the next financial year 2026/2027 Precept application.

Chair advised it was a very successful event and was very well attended, it was extremely busy.

Following a discussion amongst Councillors it was agreed to hold another Family Christmas Event in 2026. It was also agreed that with regards to attendance numbers, it would be arranged in the same way that the Children's Sports and Wellbeing Day is i.e. parents would email the Clerk to request places for them and their children. Places would then be allocated on a first come first served basis with preference given to Kedington Parish parishioners. There would be a limit on numbers attending that would include both children and parents.

Clerk advised that at the October meeting it was agreed by a resolution to pay Alan Simms aka Bubbly Circus £245.00 and that West Suffolk Councillors Rushbrook and Richardson donated £260.00 to cover this and other sundries.

However, because the Event was so well attended the demand for balloon models meant Mr Simms had to overrun by 15 minutes and needed to use more balloons. As a result, he has submitted an invoice for £265.00. This was agreed by the Chair at the Event and she confirmed it with the Clerk by phone.

Following a discussion amongst Councillors a resolution was put forward by Cllr Willett and seconded by Cllr Potter to pay the extra £20.00 to Alan Simms; a total payment of £265.00. The resolution was unanimously agreed.

Clerk

Clerk advised that payment can be made in accordance with the Local Government Act 1972 s.145.

Clerk advised that the Chair had spent £30.75 for the purchase of sweets and chocolates on 12th December 2025 as agreed with Clerk on 11th December 2025.

Following a discussion amongst Councillors a resolution was put forward by Cllr Standeven and seconded by Cllr Kilpatrick to refund £30.75 to the Chair. The resolution was unanimously agreed.

Clerk

Clerk advised that payment can be made in accordance with the Local Government Act 1972 s.145.

It was also agreed that a budget should be set for the 2026 Event as it is unlikely the Parish Council would be able to get a grant from Suffolk County Council or West Suffolk Council for an annually repeating event. Following a discussion amongst Councillors it was agreed to set a budget of £400.00 for the 2026 Event. The Clerk added this into the proposed budget.

14. Housing/Planning.

14.1 Planning applications for discussion at meeting.

Clerk advised there are none.

14.2 Planning applications observations conveyed by the Parish Council.

a. DC/25/1165/VAR - Cobwebs, Prospect Terrace, Kedington - Planning application - variation of condition for removal of condition 4 of SE/09/1023.

Clerk reminded Councillors that on 14th August 2025 no objections were submitted to an identical application in the name of "2 Annexe" rather than "Cobwebs". Following receipt of this application the Clerk contacted the Planning Officer and confirmed that it is a re-consultation of the same planning application regarding the address "2 Annexe". The Planning Officer confirmed that "2 Annexe" was the wrong address and that the correct address is "Cobwebs" and that that is the only difference.

Clerk contacted all Councillors by email and on 24th November 2025 no objections were again submitted regarding this re-consultation application.

14.3 Planning applications decisions received from the District Council.

a. DC/25/1544/HH - 18 Dane Close, Kedington – Householder planning application - single storey front extension (following demolition of existing porch).

Clerk advised that this application was approved on 25th November 2025.

15. Meeting dates for 2026.

Meeting dates agreed as per the attached document (ANNEX 2).

ANNEX 2

16. Date and location of next Parish Council meeting.

Clerk advised the next Parish Council meeting will be held on Tuesday 20th January 2026 at 7pm in the Parish Council Office Meeting Room.

The meeting closed at 8:55 p.m.

Signed A E Naylor Date.....20th January 2026.....

ANNEX 1

12 December 2025 (2025-2025)

Kedington Parish Council

Prepared by: _____ Date: _____
Name and Role (Clerk/RFO etc)

Approved by: _____ Date: _____
Name and Role (RFO/Chair of Finance etc)

| | | | |
|----------|-----------------------------------------------------|-----------|------------|
| | Bank Reconciliation at 12/12/2025 | | |
| | Cash in Hand 01/04/2025 | | 95,353.81 |
| | ADD Receipts 01/04/2025 - 12/12/2025 | | 82,979.49 |
| | | | 178,333.30 |
| | SUBTRACT Payments 01/04/2025 - 12/12/2025 | | 65,227.38 |
| A | Cash in Hand 12/12/2025 (per Cash Book) | | 113,105.94 |
| | Cash in hand per Bank Statements | | |
| | Petty Cash 12/12/2025 | 0.00 | |
| | Natwest Bank - Kedington Parish 12/12/2025 | 85,716.72 | |
| | Barclays - Kedington Parish Council 12/12/2025 | 27,389.22 | |
| | | | 113,105.94 |
| | Less unrepresented payments | | |
| | | | 113,105.94 |
| | Plus unrepresented receipts | | |
| B | Adjusted Bank Balance | | 113,105.94 |
| | A = B Checks out OK | | |

Kedington Parish Council
PAYMENTS & RECEIPTS LIST

12 December 2025 (2025-2026)

| Vouche | Code | Date | Minute | Bank | Cheque No | Description | Supplier | VAT Type | Net | VAT | Total |
|--------------|--------------------------------|------------|----------------------------|----------------------|-------------------|--------------------------------|-----------------------------|----------|------------------|----------------|------------------|
| 92 | Grounds - Extras | 13/11/2025 | KPC 131-05 14-10-25 | Barclays - Kedington | | Payment - Hedge trimming | RMS Tree Services | Z | -480.00 | | -480.00 |
| 93 | Grants - Sec 137 | 13/11/2025 | KPC 131-06 11-11-25 | Barclays - Kedington | | Payment - Grant | 2nd Kedington Rangers | E | -377.77 | | -377.77 |
| 94 | Grants - Sec 137 | 13/11/2025 | KPC 131-06 11-11-25 | Barclays - Kedington | | Payment - Grant | 1st Kedington Squirrels | E | -1,000.00 | | -1,000.00 |
| 95 | Donations | 14/11/2025 | KPC 131-06 11-11-25 | Barclays - Kedington | | Payment - VAT refund | Suffolk County Council | Z | -77.44 | | -77.44 |
| 96 | Donations | 14/11/2025 | KPC 131-06 11-11-25 | Barclays - Kedington | | Payment - VAT refund | West Suffolk Council | Z | -66.66 | | -66.66 |
| 97 | Shared office costs with KCA | 20/11/2025 | KPC 130-08 21-1-25 & 131-0 | Barclays - Kedington | Routine Payment/I | Payment - Office | Kedington Community Assz | Z | -720.00 | | -720.00 |
| 98 | Office Cleaning | 24/11/2025 | KPC 130-08 21-1-25 | Barclays - Kedington | Routine Payment/I | Payment - Office cleaning | Ana Lopes | Z | -18.00 | | -18.00 |
| 99 | Grounds - Extras | 25/11/2025 | KPC 131-04 16-9-25 | Barclays - Kedington | | Payment - Hedge trimming | M D Landscapes (Anglia) LI | S | -150.00 | -30.00 | -180.00 |
| 99 | Grounds - Extras | 25/11/2025 | KPC 131-04 16-9-25 | Barclays - Kedington | | Payment - Hedge trimming | M D Landscapes (Anglia) LI | S | -190.00 | -38.00 | -228.00 |
| 100 | Clerk Salary | 27/11/2025 | KPC 130-08 21-1-25 & KPC 1 | Barclays - Kedington | Routine Payment/I | Payment - Wages John Boxall | John Boxall Clerk | Z | -2,266.16 | | -2,266.16 |
| 101 | Village Cleaner Salary | 27/11/2025 | KPC 130-07 17-12-24 & KPC | Barclays - Kedington | Routine Payment/I | Payment - Wages Dennis Brow | Dennis Brownlow Village Cl | Z | -156.36 | | -156.36 |
| 102 | Telephone and Broadband | 28/11/2025 | KPC 130-08 21-1-25 | Barclays - Kedington | Routine Payment/I | Payment - Telephone and Broa | Onecom Ltd | S | -64.86 | -12.97 | -77.83 |
| 103 | Grounds, Contract A (Inc Churc | 01/12/2025 | KPC 130-08 21-1-25 | Barclays - Kedington | Routine Payment/I | Payment - Grass cutting | M D Landscapes (Anglia) LI | S | -742.56 | -148.51 | -891.07 |
| 103 | Grounds, Contract B (Old Sch F | 01/12/2025 | KPC 130-08 21-1-25 | Barclays - Kedington | Routine Payment/I | Payment - Grass cutting | M D Landscapes (Anglia) LI | S | -75.86 | -15.17 | -91.03 |
| 103 | Grounds, Contract E (Great Me | 01/12/2025 | KPC 130-08 21-1-25 | Barclays - Kedington | Routine Payment/I | Payment - Grass cutting | M D Landscapes (Anglia) LI | S | -121.38 | -24.28 | -145.66 |
| 103 | Grounds, Contract D (Calford G | 01/12/2025 | KPC 130-08 21-1-25 | Barclays - Kedington | Routine Payment/I | Payment - Grass cutting | M D Landscapes (Anglia) LI | S | -45.52 | -9.10 | -54.62 |
| 104 | Portable Appliance Testing | 01/12/2025 | KPC 130-08 21-1-25 | Barclays - Kedington | Routine Payment/I | Payment - Portable Appliance T | Bloomfield Electrical Servo | S | -150.00 | -30.00 | -180.00 |
| 105 | Contingencies / Sundries | 11/12/2025 | KPC 131-06 11-11-25 | Barclays - Kedington | | Payment - Refund | Taylor Rose Solicitors | Z | -9.00 | | -9.00 |
| Total | | | | | | | | | -6,711.57 | -308.03 | -7,019.60 |

12 December 2025 (2025-2026)

Kedington Parish Council
Net Position by Cost Centre and Code - All Cost Centres and Codes

Cost Centre Name

| Administration | | Bal. B/Fwd. | Receipts | | Payments | | Current Balance |
|-----------------------|-----------------------------|--------------------|-----------------|---------------|-----------------|------------------|------------------------|
| Code | Title | | Budget | Actual | Budget | Actual | Budget |
| 7 | Clerks Expenses | 46.00 | | | 50.00 | 26.10 | 69.90 |
| 8 | Councillors Expenses | 50.00 | | | 1.00 | | 51.00 |
| 9 | Clerks and Councillor Trail | 820.00 | | | 1.00 | 66.00 | 755.00 |
| 10 | Insurance | 328.44 | | | 1,400.00 | 1,543.33 | 185.11 |
| 11 | Scribe Accounts Software | | | | 561.60 | 561.60 | |
| 16 | Website | 10.00 | | | 110.00 | 120.00 | |
| 38 | Subscription | -9.83 | | | 690.00 | 685.66 | -5.49 |
| 50 | Dropbox | 0.10 | | | 80.00 | 79.90 | 0.20 |
| 54 | Audit | | | | 680.00 | 680.00 | |
| 55 | Electricity | 520.92 | | | 50.00 | 149.86 | 421.06 |
| 56 | Telephone and Broadband | -79.04 | | | 750.00 | 519.33 | 151.63 |
| 58 | Stationery | -107.42 | | | 175.00 | 282.02 | -214.44 |
| 60 | Email | -42.53 | | | 185.00 | | 142.47 |
| 61 | Office Cleaning | 77.00 | | | 200.00 | 144.00 | 133.00 |
| 67 | Shared office costs with K | 360.00 | | | 360.00 | 720.00 | |
| 72 | TV Licence | | | | 174.50 | 174.50 | |
| 73 | Portable Appliance Testing | 30.00 | | | 150.00 | 150.00 | 30.00 |
| | | £2,003.84 | | | 6,818.10 | £6,902.30 | 1,719.44 |

Asset Register

| Asset Register | | Bal. B/Fwd. | Receipts | | Payments | | Current Balance |
|-----------------------|-----------------------------|--------------------|-----------------|---------------|-----------------|---------------|------------------------|
| Code | Title | | Budget | Actual | Budget | Actual | Budget |
| 39 | Community Asset | | | | | | |
| 40 | Infrastructure Asset | | | | | | |
| 41 | Vehicle, Plant, Furniture E | | | | | | |

Earmarked Reserves

| Earmarked Reserves | | Bal. B/Fwd. | Receipts | | Payments | | Current Balance |
|---------------------------|----------------------|--------------------|-----------------|------------------|-----------------|---------------|------------------------|
| Code | Title | | Budget | Actual | Budget | Actual | Budget |
| 48 | War Memorial | 1,390.00 | | 2,510.00 | | | 4,000.00 |
| 49 | Recreation Equipment | 4,507.90 | | 5,492.10 | | | 10,000.00 |
| 63 | Legal Fees | 3,770.00 | | | | | 3,770.00 |
| 64 | Training | 300.00 | | | | | 300.00 |
| 71 | Elections | 2,918.09 | | | | | 2,918.09 |
| | | £12,886.99 | | £8,102.10 | | | 20,888.09 |

General Parish Requirements

| General Parish Requirements | | Bal. B/Fwd. | Receipts | | Payments | | Current Balance |
|------------------------------------|-------------------|--------------------|-----------------|------------------|-----------------|------------------|------------------------|
| Code | Title | | Budget | Actual | Budget | Actual | Budget |
| 46 | Asset Maintenance | 2,319.02 | | 3,994.89 | 1,800.00 | 1,877.88 | 6,236.03 |
| 59 | Mole Control | | | | 600.00 | 980.00 | -380.00 |
| | | £2,319.02 | | £3,994.89 | 2,400.00 | £2,857.88 | 6,868.03 |

General Reserves

| General Reserves | | Bal. B/Fwd. | Receipts | | Payments | | Current Balance |
|-------------------------|--------------|--------------------|-----------------|-------------------|-----------------|---------------|------------------------|
| Code | Title | | Budget | Actual | Budget | Actual | Budget |
| 45 | Reserve | 72,830.73 | | -8,102.10 | | | 64,728.63 |
| | | £72,830.73 | | £-8,102.10 | | | 64,728.63 |

Grants and Donations

| Grants and Donations | | Bal. B/Fwd. | Receipts | | Payments | | Current Balance |
|-----------------------------|-------------------------|--------------------|-----------------|------------------|-----------------|------------------|------------------------|
| Code | Title | | Budget | Actual | Budget | Actual | Budget |
| 36 | Grants - Sec 137 | 1,855.00 | | -450.00 | 5,000.00 | 4,227.77 | 2,177.23 |
| 51 | Poppy Appeal - Sec 138B | | | | 100.00 | 100.00 | |
| 74 | Donations | | | 1,954.60 | | 1,954.60 | -40.00 |
| | | £1,855.00 | | £1,504.60 | 5,100.00 | £6,322.37 | 2,137.23 |

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

Kedington Parish Council
Net Position by Cost Centre and Code - All Cost Centres and Codes

Cost Centre Name

| HMRC VAT | | Bal. B/Fwd. | Receipts | | Payments | | Current Balance |
|----------------------------|----------------------------|--------------------|-------------------|-------------------|------------------|-------------------|------------------------|
| Code | Title | | Budget | Actual | Budget | Actual | Budget |
| 44 | Reclaimed VAT | | | | | | |
| <hr/> | | | | | | | |
| PRECEPT | | Bal. B/Fwd. | Receipts | | Payments | | Current Balance |
| Code | Title | | Budget | Actual | Budget | Actual | Budget |
| 43 | Precept | | 77,032.00 | | | | 77,032.00 |
| | | | £77,032.00 | | | | 77,032.00 |
| <hr/> | | | | | | | |
| Salary | | Bal. B/Fwd. | Receipts | | Payments | | Current Balance |
| Code | Title | | Budget | Actual | Budget | Actual | Budget |
| 1 | Clerk Salary | -44.49 | | | 33,400.00 | 24,683.67 | 8,671.84 |
| 3 | Village Cleaner Salary | 113.32 | | | 2,300.00 | 1,694.68 | 718.64 |
| 4 | National Insurance Contrib | 132.65 | | | 4,300.00 | 3,253.92 | 1,178.73 |
| | | £201.48 | | | 40,000.00 | £28,632.27 | 10,688.21 |
| <hr/> | | | | | | | |
| Village Maintenance | | Bal. B/Fwd. | Receipts | | Payments | | Current Balance |
| Code | Title | | Budget | Actual | Budget | Actual | Budget |
| 20 | Grounds, Contract A (Inc C | | | | 8,910.72 | 5,940.48 | 2,970.24 |
| 21 | Grounds, Contract B (Old | 0.03 | | | 910.35 | 606.88 | 303.50 |
| 22 | Grounds, Contract E (Gre | | | | 1,456.56 | 971.04 | 485.52 |
| 23 | Grounds, Contract D (Calf | 0.49 | | | 546.21 | 364.16 | 182.54 |
| 25 | Grounds - Extras | -115.00 | | | 500.00 | 884.00 | -499.00 |
| 26 | Grounds - Strimming | -168.00 | | | 2,688.00 | 2,688.00 | -168.00 |
| 28 | Equipment New | | | | 1,400.00 | 2,237.38 | -837.38 |
| 30 | Contingencies / Sundries | -184.35 | | | 500.00 | 49.20 | 266.45 |
| 31 | Recreation Equipment | 3,994.89 | | -3,994.89 | | | |
| 32 | War Memorial | 200.00 | | | | | 200.00 |
| 33 | Tree Maintenance | 2,150.00 | | | 1,000.00 | 180.00 | 2,970.00 |
| 35 | Dog Bin Emptying | 321.96 | | | 6,000.00 | 3,123.52 | 3,198.44 |
| 68 | The Cut Peppercom Rent | | | | 1.00 | 1.00 | |
| 69 | Office Extension Peppercc | 1.00 | | | 1.00 | | 2.00 |
| | | £8,201.02 | | £-3,994.89 | 23,913.84 | £17,046.88 | 8,074.31 |
| <hr/> | | | | | | | |
| NET TOTAL | | £88,286.88 | | £78,636.80 | 77,031.84 | £81,780.48 | 182,104.84 |

Current Balance = Balance B/Fwd - (Receipt Budget - Actual Receipt) + (Payment Budget - Actual Payments)

12 December 2025 (2025-2026)

**Kedington Parish Council
Reserves Balance
2025-2026**

| <u>Reserve</u> | <u>OpeningBalance</u> | <u>Transfers</u> | <u>Spend</u> | <u>Receipts</u> | <u>CurrentBalance</u> |
|------------------------|-----------------------|------------------|--------------|------------------|-----------------------|
| Capital | | | | | |
| General Reserves | 72,830.73 | | | -8,102.10 | 64,728.63 |
| Total Capital | 72,830.73 | | | -8,102.10 | 64,728.63 |
| Earmarked | | | | | |
| Recreation Equipment | 4,507.90 | | | 5,492.10 | 10,000.00 |
| War Memorial | 1,390.00 | | | 2,610.00 | 4,000.00 |
| Legal Fees | 3,770.00 | | | | 3,770.00 |
| Training | 300.00 | | | | 300.00 |
| Elections | 2,918.09 | | | | 2,918.09 |
| Total Earmarked | 12,885.99 | | | 8,102.10 | 20,988.09 |
| TOTAL RESERVE | 85,716.72 | | | | 85,716.72 |
| GENERAL FUND | | | | | 27,389.22 |
| TOTAL FUNDS | | | | | 113,105.94 |

ANNEX 2

| |
|----------------------------------------------------------------------------------------|
| <p>KEDINGTON PARISH COUNCIL</p> <p>MEETING DATES 2026 (Year 132)</p> |
|----------------------------------------------------------------------------------------|

Parish Council meetings commence at 7.00 p.m. in The Meeting Room, Parish Council Office, Arms Lane, Kedington, CB9 7QQ, unless specified on the agenda.

| Month | Date | Normally the third Tuesday unless specified |
|-----------|------------------|-------------------------------------------------------------------------------|
| JANUARY | 20 th | |
| FEBRUARY | 17 th | |
| MARCH | 17 th | |
| APRIL | 21 st | |
| MAY | 5 th | Annual Parish Meeting |
| | 19 th | Annual Meeting of the Parish Council (4 th year of 4-year term) |
| JUNE | 16 th | |
| JULY | 14 th | |
| AUGUST | X | No meetings in August |
| SEPTEMBER | 15 th | |
| OCTOBER | 20 th | |
| NOVEMBER | 17 th | |
| DECEMBER | 15 th | 133 rd Anniversary of the establishment of the Parish Council |

Note to All Parishioners. Meetings are all open to the public.
See the village notice boards for agenda items that concern you or visit our website
<http://www.kedington.suffolk.cloud>

Parish Clerk: Mr John Boxall
Postal address: c/o Village Stores, 17 Silver Street, Kedington, Haverhill, Suffolk,
CB9 7QG
Telephone 01440 708577: email: clerk@kedingtonpc.org.uk