



# STANTON PARISH COUNCIL

Clerk to the Council - Fiona Osman, 20 Micklesmere Drive, Ixworth, Suffolk IP31 2UJ  
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**Chair – Charlie Harvey-Evers**

**Vice Chair – Dee Burdett**

## Minutes of the Meeting of Stanton Parish Council held on 21 November 2024 at Stanton Village Hall.

### 95. Roll Call & Apologies

The following councillors were present:

Brian Brown	Keith Marlow
Dee Burdett (Vice Chair)	Barry McDonald
John Frizzell	Greg Meadwell (arrived late)
Charlie Harvey-Evers (Chair)	

Apologies for absence were received from the following councillors:

	<b>Reason</b>	<b>Approved/ not approved</b>
Martin Wright	Work	Approved

The following councillors did not attend the meeting:

Lorraine Frost	Martin Scowcroft
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### 96. To review Fees and Charges:

- a. **Allotment Rent for 2026** – the Allotment Working Group would meet in early January to discuss allotment rent fees for 2026. They would report back to the Parish Council at their meeting on 9 January so that any increase in fees could be notified to allotment holders in January 25 with the increase taking effect in January 26.
- b. **Cemetery Fees and Charges** – it was proposed by Cllr Brown, seconded by Cllr Burdett and all in favour that the fees should remain the same for 2025. The Cemetery Working Group would meet to consider whether to increase fees for 2026 and would report to the Budget Meeting in November 25 with their recommendation.
- c. **Charges for use of floodlights at MUGA and Tennis Courts** – it was proposed by Cllr Marlow, seconded by Cllr Frizzell and all in favour that Stanton Football Club should be charged using the existing method i.e. a daily standing charge from Nov to Mar and a charge for actual usage based on a meter reading. The Clerk would raise an invoice at the end of March.

Councillors would consider at a future meeting whether charges are needed for recreational use.

### 97. To review Insurance requirements prior to seeking quotes for renewal in February 2025:

Cllr Meadwell would provide a quotation to assess the replacement value for buildings owned by the Parish Council. This would be considered at the Parish Council meeting on 12 December.

Cllr Marlow would review the current insurance policy and schedule against the Asset Register and amend as necessary using any updated replacement values when known.

The Parish Clerk would update the Asset Register with replacement costs and categories as necessary.

The revised terms for insurance would be considered by the Parish Council by no later than 13 February so that the Clerk could seek quotations in time for renewal as at 31 May 2025.

- 98. Budget** – The Parish Clerk issued a budget analysis for the year 2024/25 showing expenditure to date and projected expenditure for the remainder of the year. It is anticipated that the level of reserves at the end of this financial year will be in the region of £68,081.

The Clerk explained that the budget should only include operational costs that were known and not budgets for unplanned expenditure. Several budgets had therefore been removed such as Clerks, Delegates and Chairman's expenses and Legal expenses. The General Fund would be used to pay for any unplanned expenditure. As such, the proposal was to retain the current level of precept at £71,010, for the third year running.

The following items were considered and agreed:

- To increase the budget for insurance from £2,500 to £3,000 to allow for increased replacement value for buildings.
- A number of projects had been undertaken or were due to be commenced during the current year:
  - CCTV renewal – completed
  - Public toilet refurbishment – due to commence in Feb/Mar 25
  - Repair of drains in car park – unplanned but due to commence in Feb/Mar 25
  - Provision of fencing at Village Green

As there were no planned projects for 25/26, the budget for Projects & Events budget was reduced to £1,100 to cover the Christmas Tree Lighting event and floral displays in the village.

The current earmarked reserves are:

- Recreation Ground upgrade - £35,000
- Play Area replacement costs - £10,000
- Election costs - £1,000

The estimated contribution to the budget is £3,449 and unallocated reserves are £18,632

The final Budget figures and Precept request will be submitted for approval by 9 January 25.

- 99. Grants and Donations** - it was agreed that, in future, grants and donations would only be considered at the Parish Council meeting in June and the Budget meeting in November.

The current budget is £3,500 and the following grants/donations have previously been agreed:

- Stanton Bowls Club - £1,000
- Stanton Community Primary School PTA - £500
- Gryphon First Aid (Defib Awareness session) - £100

The following grants and donations were agreed:

- **Upthorpe Management Ltd** – for replacement of play equipment - **£1,000 from 24/25 budget (this to be earmarked reserve and carried forward to 25/26) and £1,000 from 25/26 budget approved.**

- Rickinghall and Botesdale Good Neighbour Scheme – for replacement mini bus – as Mr Lawrence had been unable to attend the meeting and councillors did not feel they had sufficient information to make a decision, it was agreed to invite Mr Lawrence to attend a future meeting and to provide him with a list of questions for him to answer.
- **Citizens Advice – donation of £250 approved.**

At the recent Firework Event, Gryphon First Aid had kindly agreed to step in and provide first aid as our normal supplier had been unable to provide cover. As a charity, they don't charge fees. **It was proposed by Cllr Burdett, seconded by Cllr Marlow and all in favour to make a donation of £300 from the Fireworks Budget.**

**100. The next Parish Council meeting is on Thursday 12 December 2024 at 7pm**

**101. Meeting concluded at 8.48 pm**

**Signed by:**

**Chairman:** \_\_\_\_\_

**Date:** \_\_\_\_\_