



ERISWELL PARISH COUNCIL

Parish clerk: Nicola Glading

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Website: <http://eriswell.onesuffolk.net>

MINUTES

of the Eriswell Parish Council Meeting held on 25th July 2023 at The Reading Rooms, Eriswell, Eriswell at 7 pm

Present

Cllr A Bibbey Vice Chairman

Cllr B Foster

Cllr J Foster

In attendance: 3 members of the public, N Glading, Clerk, G Tolmie, Footpath warden

2023/ 42	CHAIRMAN'S WELCOME and RECORDING OF MEETING	
	None	
2023/ 43	APOLOGIES FOR ABSENCE	
a. b.	Apologies for absence were received from West Suffolk D/Cllr G Kelly, D/Cllr T Whitehand, Cllr Adam James Cllr Maxfield Cllr L Hall, Cllr R Hall Councillors consented to accept apologies received	
2023/ 44	DECLARATIONS OF INTEREST	
	None	
2023/45	MINUTES OF THE MEETING HELD ON 28th June 2023	
a.	The minutes of the Parish Council meeting held on 28 th June 2023 were unanimously AGREED as an accurate record and the Chair was authorised to sign	
b.	Business remaining from the meeting not on this agenda: None	
2023/46	PUBLIC PARTICIPATION	
	Members of the public may speak about specific items on this agenda or suggest future items. (i) People can now walk down the pathway in Eriswell village: cut by District Council. The problem of potholes on the private road belonging to the Elveden Estates remains. (ii) Signposting for Lords Walk has deteriorated (4 of 5) The signs were put up when the houses were new. Mr Tolmie will send the councillors some photos. The signs are no longer fit for purpose should be removed. New signs: SCC have they have no budget for this. Should there be a village sign "Lords Walk" (ask residents about the name) Next meeting.	Next meeting
2023/47	UPDATES FROM COUNTY/DISTRICT COUNCILLORS	
a.	Update from Sqn. Ldr. Stew Geary: not present	
b.	Update from C/Cllr Colin Noble: not present	
c.	Update from West Suffolk D/Cllr G Kelly and /or D/Cllr T Whitehand: had given apologies	
2023/48	EARLSFIELD GRASS CUTTING	
a.	Update on grass cutting: no news	

	A complaint has been made about a large fire that was lit at a party that had dangerously high flames whilst the grass was tinder dry.							
2023/49	MATTERS RELATING TO PLANNING							
a.	NOTED that Application no: DC/23/1045/EIASCR Determination date: 24 July 2023 Request for Screening Opinion under Regulation 6 (1) of the Environmental Impact Assessment Regulations 2017 of the Town and Country Planning (Environmental Impact Assessment) This was assessed and determined by councillors by email (expiry date) Decision: No comment							
b.	SENT TO CLLRS 23.07.2023 Application no: DC/23/1082/FUL Consultation Expiry: 11 August 2023 to provide offsetting land associated with DC/21/1294/RM comprising (a) plantation woodland clearance (b) removal of humic layer to expose the mineral soil (c) raking of humic layer soil to eastern boundary creating a mound (d) installation of predator fencing Location Land Off Access Road From A1065 Decision: No comment	Planning officer informed 04/08/2023						
2023/50	FINANCE/ AUTHORISATION OF PAYMENTS/ DONATIONS							
a.	The June 2023 itemised expenditure/ invoices for payment and authorise was unanimously AGREED Signatories were authorised to sign the relevant cheque EPC ACCOUNTS PAYABLE JULY 2023 <table border="1"> <thead> <tr> <th>Payee</th><th>Item</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>Staff</td><td>Salary July 2023</td><td>£362.77</td></tr> </tbody> </table>	Payee	Item	Amount	Staff	Salary July 2023	£362.77	
Payee	Item	Amount						
Staff	Salary July 2023	£362.77						
b.	The Quarter One Accounts were RECEIVED (April 2023 to June 2023) (i) Payments made (ii) Payments received (iii) Bank reconciliation and copy Bank Statement (iv) Expenditure against Budget (v) Allocation of Reserves: Clerk to speak with Lloyds about a savings account. ERGMC to look at the idea of car boot sale.	Appendix A						
c.	The EPC and signed AGAR and Internal Auditors Report were RECEIVED	Appendix B						
2023/51	SID REPORT MAY 2023							
a.	The Report from SID management volunteers Cllr R Hall and G Tolmie was RECEIVED . Mr Tolmie informed the meeting that the device had been situated at Little Eriswell, Peak volumes were noted in red on the report. 85 th percentile (i.e. most people) are travelling at 36.5 mph The fastest speed recorded was 65mph.	Appendix C						
b.	Update from Cllr Maxfield about Speed Officers deployment (from previous meeting) Next meeting	Next meeting						
2023/52	DAMAGE TO CHURCH WALL							
a.	Prevention of damage to the Church wall at Eriswell: Cllr Bibbey told the meeting that he has sent in a complaint to SCC Highways, plus photograph, demanding that an engineer comes and looks before it caves in. Vehicles hit it on a regular basis.	Next meeting						
2023/53	CHAIRMANS and OTHER REPORTS							
a.	<u>Chairmans</u> itinerary and report, to include a) Update from Cllrs L and R Hall on a comprehensive costing to seek permission from SCC Highways to erect signs on the verges (owned by SCC Council) once specific locations have been identified by the councillors. The councillors agreed to present their research into multi village signs. b) Streetlights Radcliff Road. Clerk to write to Cllr Noble c) Update from Cllr R Hall on repairs to the damaged noticeboard at Earlsfield shops	Next meeting Clerk Next meeting						

	<p>d) Update from Cllr A Bibbey on repairs to the noticeboard at square: the board is in Cllr Bibbey's garage, it has been renovated and has new glass coming (the board was made in 2010 by Mr Robert Webb). Plaque will read "Eriswell Parish Council".</p> <p>e) Update in overhanging trees/ shrubs which impede pedestrians/ drivers visibility. Work has now been done.</p>	
b.	<u>Councillors' reports</u> None	
c.	<u>Reports from other groups</u> <p>a) Eriswell Recreation Ground Committee: the grass was cut two weeks ago. AGM on Thursday 27th July 2023.</p> <p>b) Reading Rooms Committee: A new noticeboard is installed, and a little garden made, can be used for children's parties. New advertisement for Lords Walk shops and noticeboards. Idea: 'A' Frame?</p> <p>c) Poor's Charity: no report</p> <p>d) Report from Mr G Tolmie, Eriswell Footpath Warden: no movements since the last report. Bridleway no. 6 still needs to be cut back. Post in the village needs stabilising. Suggestion: map of official footpaths.</p>	Next meeting
2023/54	EXCHANGE OF INFORMATION: Information may be shared (with the permission of the Chairman) None	
	Forthcoming meetings August 2023 no meeting September 19 th 2023 October 17 th 2023 November 22 nd 2023 December 2023: no meeting	

Appendix A

Payments ----- Date	Ref	Chq No	Payee	Payment Details	VAT to be reclaimed	Expenditure Amount in GBP
13 April 2023	ch	914	HMRC	tax		£355.13
14 April 2023	ch	917	R Sanders	Coronation mugs		£467.28
18 April 2023	ch	915	Suffolk County Council	Streetlights		£1,860.12
24 April 2023	ch	916	West Suffolk Council	Bin emptying 01/04/2023 to 31/03/2024		£549.12
25 May 2023	ch	920	Cllr J Foster- Coronation event re- imbursement	Coronation event re-imbursement		£984.27
31 May 2023	ch	919	Staff	salaries May		£362.77
31 May 2023	ch	918	Staff	salaries April		£362.97
09 June 2023	ch	924	Ayuntee Accountancy	Internal audit		£150.00
TOTALS						£5,091.66

Receipts ----- - Date	Ref	From	Details	Amount
14/04/2023	fpi	Saunders, Ray	Refund on coronation mugs	£7.32
27/04/2023	bgc	West Suffolk Council	Precept	£14,549.00
				£14,556.32

Eriswell Parish Council

Bank Reconciliation

Opening balance April 2023	£37,315.61
Cash sheet balances:	
Total Receipts	£14,556.32
Total Payments	£5,091.66
 Balance end June 2023	 £46,780.27
Closing balance at 31st March 2023	£37,315.61



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ERISWELL PARISH COUNCIL
2 DOGWOOD WALK
RAF LAKENHEATH
BRANDON
SUFFOLK
IP27 9QP



Your account statement

Issue date: 7 July 2023

Write to us at: PO Box 1000, Andover, BX1 1LT

Call us on: 0345 072 5555 (from UK)
+44 1733 347338 (from Overseas)

Visit us online: www.lloydsbank.com

Your branch: NEWMARKET (309558)

Sort code: 30-95-58 Account number: 00072068

BIC: LOYDGB21360

IBAN: GB26 LOYD 3095 5800 0720 68



TREASURERS ACCOUNT

ERISWELL PARISH COUNCIL

Account summary

Balance On 09 Jun 2023	£46,930.27
Total Paid In	£0.00
Total Paid Out	£150.00
Balance On 06 Jul 2023	£46,780.27

Account activity

Date	Payment Type	Details	Paid In (£)	Paid Out (£)	Balance (£)
09 Jun 23		STATEMENT OPENING BALANCE			46,930.27
06 Jul 23	CHQ	000924		150.00	46,780.27
06 Jul 23		STATEMENT CLOSING BALANCE	0.00	150.00	46,780.27

The "Details" column in your statement shows the date that a Debit Card payment went into or came out of your account only if that happened on a weekend or a Bank Holiday.

Payment types:

CHQ - Cheque

Budget comparison

	Salaries, HMRC	HMRC	Payroll Services	Office Expenses	Earlsfield/Grasscutting	Hire Of Hall	Website	Training	Insurance	Subs + Audit & Bank charges	Maintenance/Impts	Donations/Grants	Bin emptying	Street Lighting	Contingency / Other
Expendi	£725.74	£355.13	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£0.00	£150.00	£549.12	£0.00	£0.00	£1,860.12	£1,451.55
Budget	£5,000.00	£400.00	£110.00	£400.00	£250.00	£80.00	£160.00	£150.00	£800.00	£500.00	£1,500.00	£350.00	£1,000.00	£3,100.00	£749.00
Variance	£4,274.26	£44.87	£110.00	£400.00	£250.00	£80.00	£160.00	£150.00	£800.00	£350.00	£950.88	£350.00	£1,000.00	£1,239.88	£-702.55

Budget	2023-4
Salaries	£5,000.00
HMRC	£400.00
SALC payroll service	£110.00
Office expenses	£400.00
Earlsfield grass	£250.00
Hire of Hall/ premise	£80.00
Website	£160.00
Training	£150.00
Insurance	£800.00
Subs, charges	£500.00

Increase in clerks salary
corresponding tax increase
Second annual payment not yet through
Landowners responsibility
Allowance for small increase
Remain

Maintenance/ improvements		£1,500.00	Decrease
Donations/ grants		£350.00	Remain
Bin emptying		£1,000.00	Increase in number of bins
Street Lighting		£3,100.00	Increase in electricity as advised by SCC
Contingency		£749.00	Remain
		£14,549.00	

Appendix B

Annual Governance and Accountability Return 2022/23 Form 2

To be completed only by Local Councils, Internal Drainage Boards and other smaller authorities* where the higher of gross income or gross expenditure was £25,000 or less, that meet the qualifying criteria, and that wish to CERTIFY themselves as EXEMPT from a limited assurance review

Guidance notes on completing Form 2 of the Annual Governance and Accountability Return 2022/23

- Every smaller authority in England where the higher of gross income or gross expenditure was £25,000 or less **must**, after the end of each financial year, complete Form 2 of the Annual Governance and Accountability Return in accordance with *Proper Practices*, unless the authority:
 - does not meet the qualifying criteria for exemption; or
 - does not wish to certify itself as exempt
- Smaller authorities where the higher of all gross annual income or gross annual expenditure **does not exceed** £25,000 and that meet the qualifying criteria as set out in the Certificate of Exemption **are able to declare themselves exempt** from sending the completed Annual Governance and Accountability Return to the external auditor for a limited assurance review **provided** the authority **completes**:
 - The **Certificate of Exemption**, page 3 and returns a copy of it to the external auditor **either** by email or by post (not both) **no later than 30 June 2023**. Failure to do so will result in reminder letter(s) for which the Authority will be charged £40 +VAT for each letter; and
 - The **Annual Governance and Accountability Return (Form 2)** which is made up of:
 - Annual Internal Audit Report (page 4)** must be completed by the authority's internal auditor.
 - Section 1 – Annual Governance Statement (page 5)** must be completed and approved by the authority.
 - Section 2 – Accounting Statements (page 6)** must be completed and approved by the authority.

NOTE: Authorities certifying themselves as exempt SHOULD NOT send the completed Annual Governance and Accountability Return to the external auditor.
- The authority **must** approve Section 1 Annual Governance Statement before approving Section 2 Accounting Statements and both **must** be approved and published on the authority website/webpage **before 1 July 2023**.

Publication Requirements

Smaller authorities **must** publish various documents on a publicly available website as required by the Accounts and Audit Regulations 2015, the Local Audit (Smaller Authorities) Regulations 2015 and the Transparency Code for Smaller Authorities. These include:

- **Certificate of Exemption**, page 3
- **Annual Internal Audit Report 2022/23**, page 4
- **Section 1 – Annual Governance Statement 2022/23**, page 5
- **Section 2 – Accounting Statements 2022/23**, page 6
- Analysis of variances
- Bank reconciliation
- Notice of the period for the exercise of public rights and other information required by Regulation 15 (2), Accounts and Audit Regulations 2015.

Limited Assurance Review

Any smaller authority may request a limited assurance review. If so, the authority should not certify itself as exempt or complete the Certificate of Exemption. Instead it should complete Form 3 of the AGAR 2022/23 and return it to the external auditor together with the supporting documentation requested by the external auditor. The cost to the authority for the review will be **£210 +VAT**.

Provided that the authority certifies itself as exempt, and completes and publishes the documents listed under 'Publication Requirements', there is no requirement for the authority to have a review.

The Annual Governance and Accountability Return constitutes the annual return referred to in the Accounts and Audit Regulations 2015. Throughout, the words 'external auditor' have the same meaning as the words 'local auditor' in the Accounts and Audit Regulations 2015.

*for a complete list of bodies that may be smaller authorities refer to schedule 2 to the Local Audit and Accountability Act 2014.

Guidance notes on completing Form 2 of the Annual Governance and Accountability Return (AGAR) 2022/23, Sections 1 and 2

- An authority that wishes to declare itself exempt from the requirement for a limited assurance review must do so at a meeting of the authority after 31 March 2023. It should not submit its Annual Governance and Accountability Return to the external auditor. However, as part of a more proportionate regime, the authority **must** comply with the requirements of the Transparency Code for Smaller Authorities.
- The Certificate of Exemption must be returned to the external auditor no later than **30 June 2023**. Reminder letters will incur a charge of £40 +VAT for each letter.
- The authority **must** comply with *Proper Practices* in completing Sections 1 and 2 of this AGAR and the Certificate of Exemption. Proper Practices are found in the *Practitioners' Guide** which is updated from time to time and contains everything needed to prepare successfully for the financial year-end.
- The authority **should** receive and note the Annual Internal Audit Report before approving the Annual Governance Statement and the accounts.
- The Annual Governance Statement (Section 1) must be approved on the same day or before the Accounting Statements (Section 2) and evidenced by the agenda or minute references
- The Responsible Financial Officer (RFO) must certify the accounts (Section 2) before they are presented to the authority for approval. The authority must in this order; consider, approve and sign the accounts.
- The RFO is required to commence the public rights period as soon as practical after the date of the AGAR approval.
- Make sure that the AGAR is complete (no highlighted boxes left empty), and is properly signed and dated. Any amendments must be approved by the authority and properly initialled.
- Use the checklist provided below to review the AGAR for completeness at the meeting at which it is signed off.
- **You must inform your external auditor about any change of Clerk, Responsible Financial Officer or Chairman, and provide relevant authority owned generic email addresses and telephone numbers.**
- The authority must publish numerical and narrative explanations for significant variances in the accounting statements on **page 6**. Guidance is provided in the *Practitioners' Guide** which may assist.
- Make sure that the accounting statements add up and the balance carried forward from the previous year (Box 7 of 2022) equals the balance brought forward in the current year (Box 1 of 2023).
- The Responsible Financial Officer (RFO), on behalf of the authority, **must** set the commencement date for the exercise of public rights of 30 consecutive working days which **must** include the first ten working days of July.
- The authority **must** publish, on the authority website/webpage, the information required by Regulation 15 (2), Accounts and Audit Regulations 2015, including the period for the exercise of public rights and the name and address of the external auditor **before 1 July 2023**.

Completion checklist – 'No' answers mean you may not have met requirements		Yes	No
All sections	Have all highlighted boxes have been completed?	✓	
	Have the dates set for the period for the exercise of public rights been published?	✓	
Internal Audit Report	Have all highlighted boxes been completed by the internal auditor and explanations provided?	✓	
Section 1	For any statement to which the response is 'no', is an explanation available for publication?	✓	
Section 2	Has the Responsible Financial Officer signed the accounting statements before presentation to the authority for approval?	✓	
	Has the authority's approval of the accounting statements been confirmed by the signature of the Chairman of the approval meeting?	✓	
	Has an explanation of significant variations been published where required?	✓	
	Has the bank reconciliation as at 31 March 2023 been reconciled to Box 8?	✓	
	Is an explanation of any difference between Box 7 and Box 8 available, should a question be raised by a local elector and/or an interested party?	✓	
Sections 1 and 2	Trust funds – have all disclosures been made if the authority as a body corporate is a sole managing trustee? (<i>Local Councils only</i>)	na	

* *Governance and Accountability for Smaller Authorities in England – a Practitioners' Guide to Proper Practices*, can be downloaded from www.nalc.gov.uk or from www.ada.org.uk

Certificate of Exemption – AGAR 2022/23 Form 2

To be completed by smaller authorities where the higher of gross income or gross expenditure did not exceed £25,000 in the year of account ended 31 March 2023, and that wish to certify themselves as exempt from a limited assurance review under Section 9 of the Local Audit (Smaller Authorities) Regulations 2015

There is no requirement to have a limited assurance review or to submit an Annual Governance and Accountability Return to the external auditor, **provided** that the authority has certified itself as exempt at a meeting of the authority after 31 March 2023 and a completed Certificate of Exemption is submitted no later than **30 June 2023** notifying the external auditor.

ERISWELL PARISH COUNCIL

certifies that during the financial year 2022/23, the higher of the authority's total gross income for the year **or** total gross annual expenditure, for the year did not exceed **£25,000**

Total annual gross income for the authority 2022/23: £11,504 R AMOUNT £00,000

Total annual gross expenditure for the authority 2022/23: £16,566 R AMOUNT £00,000

There are certain circumstances in which an authority will be **unable to certify itself as exempt**, so that a limited assurance review will still be required. If an authority **is unable to confirm the statements below then it cannot certify itself as exempt** and it **must** submit the completed Annual Governance and Accountability Return Form 3 to the external auditor to undertake a limited assurance review for which a fee of **£210 +VAT** will be payable.

By signing this **Certificate of Exemption** you are confirming that:

- The authority was in existence on 1st April 2019
- In relation to the preceding financial year (2021/22), the external auditor **has not**:
 - issued a public interest report in respect of the authority or any entity connected with it
 - made a statutory recommendation to the authority, relating to the authority or any entity connected with it
 - issued an advisory notice under paragraph 1(1) of Schedule 8 to the Local Audit and Accountability Act 2014 ("the Act"), and has not withdrawn the notice
 - commenced judicial review proceedings under section 31(1) of the Act
 - made an application under section 28(1) of the Act for a declaration that an item of account is unlawful, and the application has not been withdrawn nor has the court refused to make the declaration
- The court has not declared an item of account unlawful after a person made an appeal under section 28(3) of the Act.

If the above statements apply and the authority neither received gross income, nor incurred gross expenditure, exceeding £25,000, then the Certificate of Exemption can be signed and a copy submitted to the external auditor **either** by email **or** by post (not both).

The Annual Internal Audit Report, Annual Governance Statement, Accounting Statements, an analysis of variances and the bank reconciliation plus the information required by Regulation 15 (2), Accounts and Audit Regulations 2015 including the period for the exercise of public rights still need to be fully completed and, along with a copy of this certificate, published on the authority website/webpage* before 1 July 2023.

Signing this certificate confirms the authority will comply with the publication requirements.

Signed by the Responsible Financial Officer

Date

M. Gearing SIGNED

23/05/2023

I confirm that this Certificate of Exemption was approved by this authority on this date:

23/05/2023

Signed by Chairman

Date

[Signature] SIGNED

23/05/2023

as recorded in minute reference:

2023/19c(i) NCE

Generic email address of Authority

eriswellparishclerk@outlook.com GENERIC EMAIL ADDRESS

Telephone number

01842337488 NUMBER

*Published web address

http://eriswell.onesuffolk.net/ PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

ONLY this Certificate of Exemption should be returned EITHER by email OR by post (not both) as soon as possible after certification to your external auditor, but no later than 30 June 2023. Reminder letters for late submission will incur a charge of £40 + VAT.

Annual Internal Audit Report 2022/23

ERISWELL PARISH COUNCIL

<http://eriswell.onesuffolk.net/>

During the financial year ended 31 March 2023, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

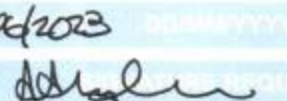
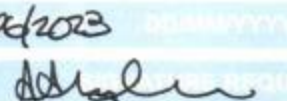
The internal audit for 2022/23 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.	✓		
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Petty cash payments were properly supported by receipts, all petty cash expenditure was approved and VAT appropriately accounted for.	✓		
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2021/22, it met the exemption criteria and correctly declared itself exempt. (If the authority had a limited assurance review of its 2021/22 AGAR tick "not covered")	✓		
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations (during the 2022-23 AGAR period, were public rights in relation to the 2021-22 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set).	✓		
N. The authority has complied with the publication requirements for 2021/22 AGAR (see AGAR Page 1 Guidance Notes).	✓		
O. (For local councils only)	Yes	No	Not applicable
Trust funds (including charitable) – The council met its responsibilities as a trustee.			✓

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

Name of person who carried out the internal audit

09/06/2023 10/06/2023  ANTHONY JOHN PREECE
 Signature of person who carried out the internal audit  Date 10/06/2023

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

**Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report must explain why not (add separate sheets if needed).

Section 1 – Annual Governance Statement 2022/23

We acknowledge as the members of:

ERISWELL PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including arrangements for the preparation of the Accounting Statements. We confirm, to the best of our knowledge and belief, with respect to the Accounting Statements for the year ended 31 March 2023, that:

	Agreed		Yes' means that this authority:
	Yes	No	
1. We have put in place arrangements for effective financial management during the year, and for the preparation of the accounting statements.	✓		prepared its accounting statements in accordance with the Accounts and Audit Regulations.
2. We maintained an adequate system of internal control including measures designed to prevent and detect fraud and corruption and reviewed its effectiveness.	✓		made proper arrangements and accepted responsibility for safeguarding the public money and resources in its charge.
3. We took all reasonable steps to assure ourselves that there are no matters of actual or potential non-compliance with laws, regulations and Proper Practices that could have a significant financial effect on the ability of this authority to conduct its business or manage its finances.	✓		has only done what it has the legal power to do and has complied with Proper Practices in doing so.
4. We provided proper opportunity during the year for the exercise of electors' rights in accordance with the requirements of the Accounts and Audit Regulations.	✓		during the year gave all persons interested the opportunity to inspect and ask questions about this authority's accounts.
5. We carried out an assessment of the risks facing this authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered and documented the financial and other risks it faces and dealt with them properly.
6. We maintained throughout the year an adequate and effective system of internal audit of the accounting records and control systems.	✓		arranged for a competent person, independent of the financial controls and procedures, to give an objective view on whether internal controls meet the needs of this smaller authority.
7. We took appropriate action on all matters raised in reports from internal and external audit.	✓		responded to matters brought to its attention by internal and external audit.
8. We considered whether any litigation, liabilities or commitments, events or transactions, occurring either during or after the year-end, have a financial impact on this authority and, where appropriate, have included them in the accounting statements.	✓		disclosed everything it should have about its business activity during the year including events taking place after the year end if relevant.
9. (For local councils only) Trust funds including charitable. In our capacity as the sole managing trustee we discharged our accountability responsibilities for the fund(s)/assets, including financial reporting and, if required, independent examination or audit.	Yes	No	N/A
			has met all of its responsibilities where as a body corporate it is a sole managing trustee of a local trust or trusts.

*For any statement to which the response is 'no', an explanation must be published

This Annual Governance Statement was approved at a meeting of the authority on:

23/05/2023

and recorded as minute reference:

2023/19 c(ii)

Signed by the Chairman and Clerk of the meeting where approval was given:

Chairman

SIGNATURE CHAIRMAN

Clerk

SIGNATURE CLERK

Information required by the Transparency Code (not part of the Annual Governance Statement)

The authority website/webpage is up to date and the information required by the Transparency Code has been published.

Yes | No

✓

<http://eriswell.onesuffolk.net/>

PUBLICLY AVAILABLE WEBSITE/WEBPAGE ADDRESS

Section 2 – Accounting Statements 2022/23 for


ERISWELL PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2022 £	31 March 2023 £	
1. Balances brought forward	30,137	28,292	Total balances and reserves at the beginning of the year as recorded in the financial records. Value must agree to Box 7 of previous year.
2. (+) Precept or Rates and Levies	14,141	14,549	Total amount of precept (or for IDBs rates and levies) received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	4,404	5,980	Total income or receipts as recorded in the cashbook less the precept or rates/levies received (line 2). Include any grants received.
4. (-) Staff costs	4,812	5,454	Total expenditure or payments made to and on behalf of all employees. Include gross salaries and wages, employers NI contributions, employers pension contributions, gratuities and severance payments.
5. (-) Loan interest/capital repayments	0	0	Total expenditure or payments of capital and interest made during the year on the authority's borrowings (if any).
6. (-) All other payments	11,625	6,051	Total expenditure or payments as recorded in the cashbook less staff costs (line 4) and loan interest/capital repayments (line 5).
7. (=) Balances carried forward	32,245	37,316	Total balances and reserves at the end of the year. Must equal (1+2+3) - (4+5+6).
8. Total value of cash and short term investments	32,245	37,316	The sum of all current and deposit bank accounts, cash holdings and short term investments held as at 31 March – To agree with bank reconciliation.
9. Total fixed assets plus long term investments and assets	65,740	65,739	The value of all the property the authority owns – it is made up of all its fixed assets and long term investments as at 31 March.
10. Total borrowings	0	0	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).

For Local Councils Only	Yes	No	N/A	
11a. Disclosure note re Trust funds (including charitable)		✓		The Council, as a body corporate, acts as sole trustee and is responsible for managing Trust funds or assets.
11b. Disclosure note re Trust funds (including charitable)			✓	The figures in the accounting statements above do not include any Trust transactions.

I certify that for the year ended 31 March 2023 the Accounting Statements in this Annual Governance and Accountability Return have been prepared on either a receipts and payments or income and expenditure basis following the guidance in Governance and Accountability for Smaller Authorities – a Practitioners' Guide to Proper Practices and present fairly the financial position of this authority.

Signed by Responsible Financial Officer before being presented to the authority for approval

 **SIGNED**
Date 22/05/2023

I confirm that these Accounting Statements were approved by this authority on this date:

23/05/2023

as recorded in minute reference:

2023/19 c (iii) E

Signed by Chairman of the meeting where the Accounting Statements were approved

 **SIGNED**

Appendix C

On 01 July 2023 at 10:00 the SID was installed on the B1112 on the pole in Little Eriswell. The SID was positioned to monitor traffic coming into the roundabout in the village of Lords Walk from Lakenheath. Traffic speed was measured up until 14:00PM of 22 July 2023.

There are between 4100 and 4400 vehicles per weekday passing this point from Lakenheath.

There are between 2700 and 3400 vehicles per day over the weekend from Lakenheath.

The busiest time during the week is 06:30-07:30 (peak 459 cars p/h). Unlike other areas measured in the parish, there is only one daily peak.

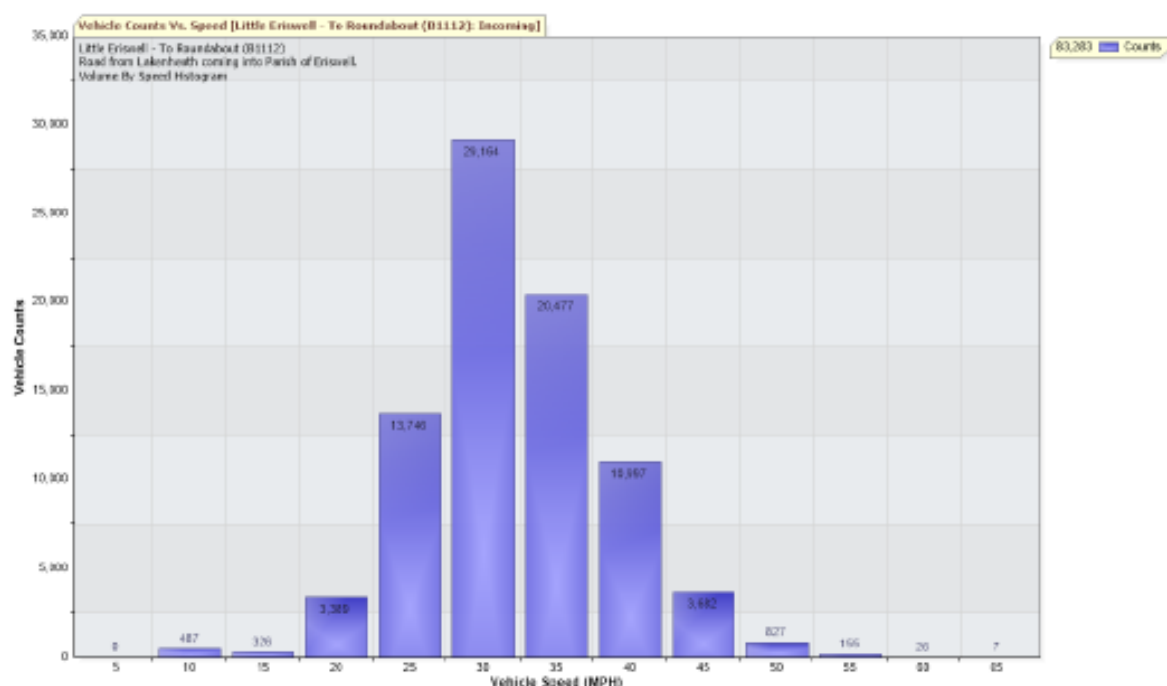
The 85th Percentile Speed (most people) travel at or below 36.5 MPH past his point.

The 50th Percentile Speed (half the traffic) travel at or below 29.1 MPH past his point.

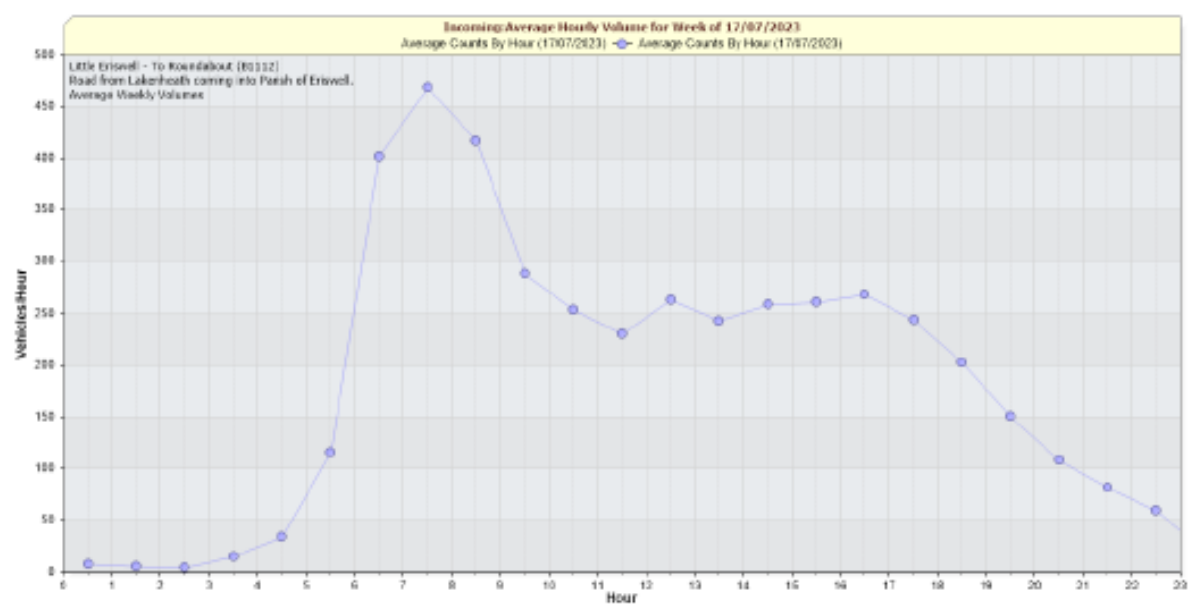
The fastest speed recorded was 65MPH.

The next pages show:

- Speed vs vehicle counts at the point listed above.
- Average hourly volumes passing this point
- Speed Limit exceedances of 35MPH for July



01/07/2023 to 22/07/2023 in Little Eriswell – Traffic From Lakenheath



Typical volumes heading to roundabout at Lords Walk from Lakenheath

Hour	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
0 - 1	13	8	4	14	5	22	25
1 - 2	10	8	3	6	7	14	13
2 - 3	8	6	8	8	5	15	10
3 - 4	25	19	17	26	15	18	22
4 - 5	64	48	56	53	56	26	23
5 - 6	150	109	149	141	121	51	38
6 - 7	192	198	172	189	189	90	63
7 - 8	130	180	107	72	141	111	70
8 - 9	171	159	129	180	124	149	113
9 - 10	119	96	107	122	97	151	120
10 - 11	101	100	96	90	90	174	127
11 - 12	132	109	103	82	98	200	130
12 - 13	127	97	128	107	117	193	144
13 - 14	129	124	117	128	89	172	144
14 - 15	101	112	87	123	114	152	154
15 - 16	139	108	133	128	92	145	121
16 - 17	133	117	159	145	108	168	136
17 - 18	133	141	136	126	136	152	126
18 - 19	150	135	146	154	124	143	137
19 - 20	108	115	120	140	111	134	115
20 - 21	96	97	109	123	87	98	102
21 - 22	60	66	55	69	58	74	66
22 - 23	45	45	35	43	51	50	22
23 - 24	15	22	14	13	27	47	20
Totals	2351	2219	2190	2282	2062	2549	2041

Exceeding Speed Limit of 35MPH