

Agenda Item 4 Councillor Dispensation

If there is an item on this agenda for which you have a pecuniary interest you will not be able to take part in any of the discussion or vote on a resolution. However, if you wish the council to consider your request for dispensation **you need to write to the Clerk ahead of the meeting** stating your reasons on why you should be given a dispensation.

Agenda Item 6 Representatives

Barbara Campbell is currently LWPC's representative on the Playing Field Committee and Jeremy Coomber is the SALC representative.

Agenda Item 7 Internal Auditor

In May 2015, Heelis & Lodge were appointed Internal Auditors for LWPC.

Agenda Item 11 Routine Correspondence

Apart from correspondence contained in agenda items no further correspondence has been received since the last meeting.

Agenda Item 12 Clerk's Report

Minute	Action	Complete ✓
16/021	Minutes circulated to councillors, placed on website and sent to BRN.	✓
16/022	All matter relating to Chris White becoming a member of LWPC completed.	✓
16/026 a	Payments made to suppliers.	✓
16/026 a	Monthly Bank Statements requested from Lloyds bank.	✓
16/027	Planning response sent to BDC.	✓
16/031	Newton survey circulated.	✓
16/032	Tree Survey commissioned from Suffolk Tree Services.	✓
	End of Year PAYE processes completed, VAT repayment claimed and Internal Audit completed for 2015/2016.	
	Clerk Hours	
	As at 27th March 2016 -262.5 hours worked / 208 + 16.8 hours paid.	

Agenda Item 13a Internal Auditor's Report

Annual internal audit report 2015/16 to

Enter name of
smaller authority here:

LITTLE WARDINGFIELD PARISH COUNCIL

This smaller authority's internal audit, acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with relevant procedures and controls expected to be in operation during the financial year ended 31 March 2016.

Internal audit has been carried out in accordance with this smaller 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 smaller authority.

Internal control objective	Agreed? Please choose only one of the following		
	Yes	No*	Not covered**
A. Appropriate accounting records have been kept properly throughout the year.	✓		
B. This smaller authority met its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This smaller 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.			✓ ①
G. Salaries to employees and allowances to members were paid in accordance with this smaller 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 and year-end bank account reconciliations were properly carried out.	✓		
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. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.			✓

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

① No Petty Cash held.

Name of person who carried out the internal audit H. Heelis (on behalf of Heelis & Lodge)

Signature of person who carried out the internal audit [Signature] Date 22/04/2016

*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, internal audit must explain why not (add separate sheets if needed).

HEELIS&LODGE

Local Council Services • Internal Audit

Internal Audit Report for Little Waldingfield Parish Council – 2015/16

The following Internal Audit was carried out on the adequacy of systems of control. The following recommendations/comments have been made:

Income: £7,575

Expenditure: £5,491

Reserves: £10,014

Annual Return Completion:

Section One: Yes – to be signed

Section Two: Yes – to be signed

Section Four: Yes

Proper book-keeping Cash Book, regular reconciliation of books and bank statements.
Supporting vouchers, invoices and receipts

All were found to be in order. VAT payments are tracked and identified within the year end accounts. The cashbook is referenced providing a clear audit trail. Supporting paperwork is in place and well referenced.

Financial regulations Standing Orders and Financial Regulations
Tenders
Appropriate payment controls including acting within the legal framework with reference to council minutes
Identifying VAT payments and reclamation
Cheque books, paying in books and other relevant documents

Standing Orders in place: Yes

Reviewed: 19/1/2016 (Ref: 16/012)

Financial Regulations in place: Yes

Reviewed: 4/8/2015 (Ref: 15/063) and 19/1/2016 (Ref: 16/012)

VAT reclaimed during the year: Yes Registered: No

General Power of Competence: Yes

Financial Regulations and Standing Orders in place. Standing Order 18 and Financial Regulation 11 are in need of updating to reflect the Public Contracts Regulations 2015.

The Council confirmed its eligibility to continue using the General Power of Competence following the elections (19/5/2015 Ref: 15/019).

Recommendation: To review Standing Orders and Financial Regulations to reflect the Public Contracts Regulations 2015.

Risk Assessment

Appropriate procedures in place for the activities of the council

Risk Assessment document in place: Yes

Data Protection registration: Yes

Insurance was in place for the year of audit. The Risk Assessment and Internal Controls were reviewed on 16/3/2016 (Ref:16/033). All was in order.

The Council have good internal financial controls in place. Cheque stubbs and invoices are initialled by signatories. The Clerk provides financial reports to council meetings. Councillors are provided with information to enable them to make informed decisions.

Fidelity Cover: £25,000

The level of Fidelity cover is within the recommended guidelines of year end balances plus 50% of the precept.

Transparency Code

Compliance for smaller councils with income/expenditure under £25,000. Smaller authorities should publish on their website from 1 April 2015:

Smaller Council: Yes

Website: www.littlewoldingfield.onesuffolk.net

- a) all items of expenditure above £100
Information can be found in the minutes where the finance report is published.
- b) end of year accounts (By 1 July)
The 2015 Annual Return is published, including the Notice of Audit.
- c) annual governance statement (By 1 July)
The 2015 Annual Return is published on the website.
- d) internal audit report (By 1 July)
The 2015 Internal Auditor's report is published on the website.
- e) list of councillor or member responsibilities
A list of Councillors and their individual responsibilities is published on the website.
- f) the details of public land and building assets (By 1 July)
The asset register is published on the website, and includes land in the ownership of the Council. The Council owns no buildings.
- g) Minutes, agendas and meeting papers of formal meetings
All minutes and agendas are published on the website, draft minutes are marked as 'draft', agendas include supporting papers for the meeting.

I would like to take the opportunity to commend the Clerk on the well organised and excellent presentation of the Transparency Code documents on the website. Documents can be found easily and links are provided on a specific Transparency Code web page.

Budgetary controls

Verifying the budgetary process with reference to council minutes and supporting documents

Precept: £6,691

Date: 16/12/2014

Good budgetary procedures are in place. Whilst there was little evidence of the budgetary process for the 2015-2016 precept, with the change of Clerk, the minutes and supporting paperwork for the 2016-2017 precept provides evidence of a robust budgetary system (Ref: 19/1/2016 16/007-b.). The precept was agreed in full council and the precept decision and amount has been clearly minuted. The Clerk ensures the council are aware of responsibilities, commitments, forward planning and the need for adequate reserves. Budget papers are prepared to ensure councillors have sufficient information to make informed decisions.

Income controls

Precept and other income, including credit control mechanisms

All were found to be in order. Income controls were checked and income received and banked cross referenced with the Cash Book and bank statements.

Petty Cash

Associated books and established system in place

A satisfactory expenses system is in place with supporting paperwork. No petty cash is held.

Payroll controls

PAYE and NIC in place where necessary.
Compliance with Inland Revenue procedures
Records relating to contracts of employment

PAYE System in place: **Yes**

The Council are operating RTI in accordance with HMRC regulations. Year end paperwork is in place. Quarterly payments have been made to HMRC in relation to Tax.

Asset control

Inspection of asset register and checks on existence of assets
Cross checking on insurance cover

A separate asset register is in place. Values are recorded at cost value.

Bank Reconciliation

Regularly completed and cash books reconcile with bank statements

All were in order. The bank statements reconciled with the end of year accounts and bank reconciliations for all accounts.

Year-end procedures

Appropriate accounting procedures are used and can be followed through from working papers to final documents
Verifying sample payments and income
Checking creditors and debtors where appropriate.

End of year accounts are prepared on a Receipts & Payments basis. All was found to be in order.

Sole Trustee

The Council has met its responsibilities as a trustee

The Council is not a sole trustee.

**Internal Audit
Procedures**

The Council reviewed the effectiveness of the internal audit at a meeting held on 19/1/2016 (Ref: 16/011).

The Internal Audit report was considered by the Council at a meeting held on 19/5/2015 (Ref: 15/027-a.).

Heelis & Lodge were appointed Internal Auditors on 12/5/2015 (Ref: 15/022).

External Audit

The External Auditor's report was considered by the Council at a meeting held on 22/9/2015 (Ref: 15/074-a.).

There were no matters raised by the External Auditor in relation to the 2014-2015 External Audit.

Additional Comments/Recommendations

- The Annual Town Council meeting was held on 19/5/2015, within the required timescale. The first item of business was the Election of Chairman, in accordance with Standing Orders.
- There are no additional comments/recommendations to make in relation to this audit.
- I would like to record my appreciation to the Clerk to the Council for his assistance during the course of the audit work

Heather Heelis
Heelis & Lodge
22 April 2016

Agenda Item 13b Bank Reconciliation and Receipts & Payments

LITTLE WALDINGFIELD PARISH COUNCIL				
Bank Reconciliation for Financial year ending 31st March 2016				
Balances per Bank Statements as at 31st March				
Treasurers Account		£8,598.75		
Business Instant		£2,518.57		
				£11,117.32
Add any Unbanked Cash as at 31 March				
				£0.00
Less Unpresented Cheques as at 31 March				
	446	£21.87		
	448	£235.25		
	449	£101.24		
	450	£603.76		
	451	£141.20		
				£1,103.32
		Total Cash		£10,014.00
CASH BOOK				
Opening Balance				£7,929.71
Add Receipts in the year				£7,574.83
				£15,504.54
Less Payments in the year				£5,490.54
		Total Cash		£10,014.00

LITTLE WALDINGFIELD PARISH COUNCIL

Receipts & Payments Account for the year ending 31st March 2016

<u>Receipts</u>			
Precept		£6,691.00	
Bank Interest		£1.25	
Grants		£61.56	
Donation		£35.00	
Other		£284.17	
VAT Repayment		£501.85	
			£7,574.83
<u>Payments</u>			
Clerks Salary		£2,306.67	
Admin		£695.19	
Insurance		£245.10	
Audit Inspections		£66.00	
Annual Subscriptions		£192.00	
Donations		£0.00	
Dog & Litter Bins		£196.04	
Grass Cutting		£700.00	
Maintenance		£0.00	
Closed Churchyard		£70.00	
Clive Memorial		£600.00	
Speed Watch		£0.00	
Legal Fees		£0.00	
Street Lighting		£201.80	
Other		£132.00	
VAT Paid		£85.74	
			£5,490.54
Excess of Receipts over Payments			£2,084.29
Add Balance Brought Forward			£7,929.71
Balance Carried Forward			£10,014.00
<u>Represented by</u>			
Treasurers Account		£7,495.43	
Business Instant		£2,518.57	
Cash		£0.00	
			£10,014.00

Agenda Item 13c Section 1

Section 1 – Annual governance statement 2015/16

We acknowledge as the members of:

Enter name of
smaller authority here:

LITTLE WALDINGFIELD PARISH COUNCIL

our responsibility for ensuring that there is a sound system of internal control, including 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 2016, that:

	Agreed		'Yes' means that this smaller 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 smaller authority to conduct its business or on 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 smaller authority and took appropriate steps to manage those risks, including the introduction of internal controls and/or external insurance cover where required.	✓		considered the financial and other risks it faces and has 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 smaller 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	NA
			✓

This annual governance statement is approved by this smaller authority and recorded as minute reference:

dated

Signed by:

Chair

dated

Signed by:

Clerk

dated

*Note: Please provide explanations to the external auditor on a separate sheet for each 'No' response. Describe how this smaller authority will address the weaknesses identified.

Agenda Item 13d Section 2

Section 2 – Accounting statements 2015/16 for

Enter name of
smaller authority here:

LITTLE WADINGFIELD PARISH COUNCIL

	Year ending		Notes and guidance
	31 March 2015 £	31 March 2016 £	
1. Balances brought forward	10,450	7,930	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	4,061	6,691	Total amount of precept or (for IDBs) rates and levies received or receivable in the year. Exclude any grants received.
3. (+) Total other receipts	1,014	884	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	1,561	2,307	Total expenditure or payments made to and on behalf of all employees. Include salaries and wages, PAYE and NI (employees and employers), pension contributions and employment expenses.
5. (-) Loan interest/capital repayments	NIL	NIL	Total expenditure or payments of capital and interest made during the year on the smaller authority's borrowings (if any).
6. (-) All other payments	6,034	3,184	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	7,930	10,014	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	7,930	10,014	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	192	763	The original Asset and Investment Register value of all fixed assets, plus other long term assets owned by the smaller authority as at 31 March
10. Total borrowings	NIL	NIL	The outstanding capital balance as at 31 March of all loans from third parties (including PWLB).
11. (For Local Councils Only) Disclosure note re Trust funds (including charitable)	Yes	No	The Council acts as sole trustee for and is responsible for managing Trust funds or assets. N.B. The figures in the accounting statements above do not include any Trust transactions.
		✓	

I certify that for the year ended 31 March 2016 the accounting statements in this annual return present fairly the financial position of this smaller authority and its income and expenditure, or properly present receipts and payments, as the case may be.

Signed by Responsible Financial Officer

Date

I confirm that these accounting statements were approved by this smaller authority on this date:

and recorded as minute reference:

Signed by Chair of the meeting approving these accounting statements.

Date

Agenda Item 13e Significant Variances

Explanation to the quantified significant variances for boxes 2 - 6, 9 and 10 in
Section 2 of the 2015 / 16 Annual Return

Box 2 Precept

2015 - £4,061 2016 - £6,691 Difference £2,630 65%

The councillors considered that to pay for the new Clerk and to increase the reserves provision, that this increase was required.

Box 3 Total Other Receipts

2015 - £1,014 2016 - £884 Difference -£130 -13%

Other Receipts	2015	2016	Difference
Grants	684	62	-622
Other	228	284	56
VAT	101	501	400
Donation	0	35	35
			-£131

Box 4 Staff Costs

2015 - £1,561 2016 - £2,307 Difference £746 48%

Increase is the result of a new Clerk starting on the 1st April 2015 on a different contract.

Box 6 Total Other Payments

2015 - £6,034 2016 - £3,184 Difference -£2,850 -47%

Other Payments	2015	2016	Difference
Clive Memorial	900	600	-300
Administration	937	695	-242
Closed Churchyard	1,545	70	-1475
Legal Fees	250	0	-250
Speed Watch	171	0	-171
Grass Cutting	600	700	100
VAT	502	86	-416
Donations	270	0	-270
Audit Inspections	0	66	66
Other	0	132	132
			-£2,826

Box 9 Fixed Assets

2015 - £192 2016 - £763 Difference £571 297%

A projector with an asset value of £571 was added to register.

Agenda Item 13f Responsible Finance Officer (RFO) Report
Receipts & Payments

Date	Details	Ref	Power	Receipts	Payments
20/04/16	BDC Precept & Grant			4,076.08	0.00
28/04/16	HMRC VAT repayment			85.74	0.00
17/05/16	Heelis & Lodge - Audit Fee	453	LA 2011 ss 1 to 8	0.00	66.00
17/05/16	SALC - Annual Subscription	454	LA 2011 ss 1 to 8	0.00	169.36
30/06/16	DF Crimmin - Salary April to June	455	LA 2011 ss 1 to 8	0.00	426.97
30/06/16	DF Crimmin - WFHA April to June	455	LA 2011 ss 1 to 8	0.00	39.00
30/06/16	HMRC - Clerk Tax	456	LA 2011 ss 1 to 8	0.00	106.60

Reconciliation

Account	Statement Date	Statement Balance	Actual Balance	Unpresented Cheques	Credits not shown	Difference
Treasurers Account	31/03/16	£8,598.75	£10,849.32	£807.93	£4,161.82	£1,103.32
Business Instant	31/03/16	£2,518.57	£2,518.57	£0.00	£0.00	£0.00
Cash	31/03/16	£0.00	£0.00			£0.00
		£11,117.32	£13,367.89	£807.93	£4,161.82	

Statement of Accounts vs Budget

	Budget	Actual		Reserves	Budget	Actual
Assets Brought Forward		£10,014.00				
<u>Income</u>			<u>Expenditure</u>			
Precept	£8,000.00	£4,000.00	Clerks Salary		£2,330.00	£533.57
Bank Interest	£2.00	£0.00	Admin		£1,200.00	£39.00
Grants	£412.00	£0.00	Insurance		£250.00	£0.00
Donation	£0.00	£0.00	Audit Inspections		£75.00	£66.00
Other	£0.00	£76.08	Annual Subscriptions		£215.00	£169.36
VAT Repayment	£0.00	£85.74	Donations		£50.00	£0.00
			Dog & Litter Bins		£375.00	£0.00
			Grass Cutting		£1,150.00	£0.00
			Maintenance		£100.00	£0.00
			Closed Churchyard		£950.00	£0.00
			Clive Memorial	£2,800.00	£0.00	£0.00
			Speed Watch		£100.00	£0.00
			Legal Fees		£0.00	£0.00
			Street Lighting		£290.00	£0.00
			Other		£300.00	£0.00
			VAT Paid		£0.00	£0.00
Total	£8,414.00	£4,161.82	Total	£2,800.00	£7,385.00	£807.93
			Assets Carried Forward			£13,367.89
Total		£14,175.82	Total			£14,175.82

Agenda Item 13g Donation Request

Mr Mitchell sent the following request:

Clerk Little Waldingfield Parish Council
Cragston
Sudbury Road
Newton
Sudbury
Suffolk CO10 0QH

Dear Mr Crimmin,

28th April 2016

Proposed Village Event to Celebrate Her Majesty's 90th Birthday

We are currently organising a community cream tea (Tea Fit For A Queen) to celebrate this momentous event, which all villagers will be invited to attend free of charge. The event will be held at The Parish Room on Saturday 4th June and we hope in excess of 100 residents will come.

To help fund the afternoon we are inviting donations from all village organisations, with a suggested amount of £25.00, and hope that the Parish Council are able to contribute, either from the precept or from Clive Memorial funds. Early sponsorship will be acknowledged on the flyers posted through letterboxes - please make any cheque payable to Little Waldingfield Parish Room.

Many Thanks

Agenda Item 14d Status of planning applications

Application Reference	Address	Planning Details	LWPC Minute	Parish Council Comments	Babergh DC Comments
B/15/01556	Bell House, Humble Green	Erection of 3 No holiday lodges.	15/111b	No comments	
APP/D3505/W/15/3137828	Irelands Meadow, Holbrook Hall Park	Appeal against refusal of Planning Application B/15/00434	15/122b	Supported appeal	Refused by Planning Inspectorate

Agenda Item 16 Street Lighting

I have been liaising with Richard Webster, Suffolk Highway's Street Lighting Manager over the 3 street light units that LWPC own in Croft Lea.

Background

Since the 1st July 2005, LWPC has contracted its street lighting to Suffolk County Council. The contract is "Standard" which not only covers the energy cost and maintenance to the lamp units, but also means that if the column is damaged by a vehicle or is vandalised, SCC's contractor will replace the column and chase the car's insurers for the costs. LWPC will not be asked to repay any of the costs. LWPC will need to pay for new columns when they fail.

Current condition of columns

Richard has commented that "Visually, the columns do not appear to have any obvious structural issues, however SCC are now looking to replace this type of column in the near future due to their age and lack of a testing method that provides an accurate assessment of the remaining life. Columns tend to generally fail at or below ground level that visually cannot be detected."

Lamp units on columns

In reviewing the 3 columns there are two styles of lamp units on the 3 columns, 80 watt MBFU and 100 watt GLS, both of which will present problems in the future as both styles of replacement lamps are discontinued by EU Legislation. Richard has also confirmed that there is no alternative lamps for the MBFU units in question and due to the harsh environments, a GLS equivalent may not last. He also estimates that he has an 18 month to 2 year supply of replacement bulbs for the MBFU units.

Option 1 - replace lamp units with LED lamp units and Intelligent Lighting System

The Intelligent Lighting System (ILS) enables each lamp unit to be switched off overnight thus offering further saving on power consumption and reports automatically when lights fail. "The cost to replace existing post top lanterns to post top mounted side entry LED units complete with ILS installed would cost £566.39 each. Please note **that the work may not be possible** if the existing lanterns cannot be removed as the lanterns will have been on the units a number of years. There may also be difficulty in threading new cabling down the inside of the concrete shaft."

The total cost of Option 1 - £1,700

Option 2 - replace entire column with LED lamps and ILS

"To replace the existing concrete unit with 6m galvanised columns, LED lanterns, ILS and underground electricity cable transfer would cost £1,466.64 each. We suggest installing a higher column due to the output of the LED to provide greater coverage and less of a 'hot spot' below the column. We now also use lanterns with a higher colour temperature providing a warmer light."

The total cost of Option 2 - £4,400

Energy cost savings

	Lamp type	Watts	Circuit Watts	Quantity	Energy Cost Tariff 'X' (4,034 hours)	Energy Cost Part night lighting (2,106 hours)
Existing	MBFU	80	94	1	£41.71	N/A
Existing	GLS	100	100	2	£88.75	N/A
			Total	3	£130.46	
Proposed	LED	18	21	3	£27.96	£14.59

So the energy cost saving per annum:

- with all night street lighting - £102.50
- with part night street lighting - £115.87

Adoption of street lighting

Richard added that whatever route LWPC decides to take with its street lighting, SCC are unable to adopt any third party lighting due to current budget pressures.

Agenda Item 17 Closed Churchyard

Sudbury Tree Services has conducted a survey of the 6 limes trees in the closed churchyard and their report was forwarded to you via email on the 11th May 2016.

Agenda Item 20 BDC Meeting

The next Town and Parish Liaison Meetings will take place on Tuesday 7th June for Babergh. As usual start times are 10.00am (at Tattingstone) for the morning meeting and 6.30pm (at Cockfield) for the evening session.