



MENDLESHAM

Parish Council

REPORT & ACCOUNTS

for the year 2013-2014

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Mendlesham Parish Council is an elected tier of local government. The parish covers the villages of Mendlesham and Mendlesham Green and surrounding hamlets/ properties.

Eleven Councillors are elected every four years to represent the community, improve quality of life and the local environment. A Chair and Vice Chair are elected from the Councillors on an annual basis. A Clerk is employed by the council as an advisor, administrator and responsible finance officer.

The Council is funded from the "precept" which is the money collected from local tax payers via the Council tax bill issued by Mid Suffolk District Council and monies received from its own activities/ rental income from property owned.

Meetings of the full Parish Council are held normally on a four/six weekly basis with details published in advance, on the web site, in the monthly village newsletter and on the noticeboards located at the Scout Hut, Mendlesham Green and opposite The Old School Room, Mendlesham. There is also a separate planning committee plus at times committees looking at specific issues. Meetings for these are published on the noticeboards. All Parish Council meetings are open to the Public and there is always a Public Forum as part of each meeting. Members of the Public are extremely welcome.

Property owned includes the Scout Hut, Mendlesham Green, the Mendlesham Woodland, Meadow behind the Mendlesham Green Baptist Chapel and areas of allotment land at Mendlesham Green.

Services provided by the Parish Council either directly or indirectly, include management of Mendlesham Community Centre, the supply and maintenance of Street Lighting, responsibility for the Playingfields at Mendlesham and Mendlesham Green, Extra Street Cleaning, Grasscutting, Litter bins, Dog waste bins, Grit bins, Bus shelter, Noticeboards and Benches.

ANNUAL PARISH MEETING
29th April 2014
REPORT BY CHAIR OF MENDLESHAM PARISH COUNCIL
Cllr Helen Orton

We have had another very busy year, not only dealing with our regular work and responsibilities, but with some major projects for a small rural parish.

Neighbourhood Plan : I am not going to spend too much time covering this topic as Pete has already covered this in much detail, other than to thank everyone who has contributed, from Steering Committee Members, to volunteers who delivered and collected questionnaires in January, not perhaps the best month, weather wise, to everyone who has and will continue to provide us with their thoughts and help. As the first Parish in Mid Suffolk to seize this opportunity, there has been extra work and questions from other parishes about what, why, how etc which has created extra work, but continued to show that Mendlesham is a proactive, vibrant community.

New Playingfield Project:

Hopefully after a good summer, this project will be coming to an end. To date we have spent about £100k with another £25k anticipated. Whilst £80k or so has been obtained from outside the parish, the Community Council, Mendlesham Trustees, Paul Allen and Mendlesham Football Club have between them contributed nearly £20k. The Parish Council will also be contributing between £10-25K to complete the project -not bad for a small rural parish.

Not only will we now have a new, well drained football pitch which will certainly help develop football activities locally, the extra space will also provide the opportunity for other sporting and recreation activities for many years to come.

One of the main reasons for starting this project was to seize the moment and create a large enough site to meet the needs of Mendlesham for the future. As the Neighbourhood Plan progresses and our “ wish list for the future” becomes more apparent, no doubt focused on the Community Centre/Playingfield site, this project will prove to have been an extremely wise move.

34th Bomb Group memorial Appeal :

Our appeal launched only at the end of January currently stands at £17,000 and there is no reason why the memorial should not be in place for this year’s Remembrance Service. This project has become much more than just providing some nice stone work to look at, it has strengthened the links between Mendlesham and the United States. Joint partnership working has also been seen between Wetheringsett and Mendlesham , the Parish Council and St Mary’s Church with local businesses and residents also working actively together to make sure this happens.

Community

On a more negative point, the destruction of the Mendlesham Playing Field toddler area really hurt us as a community. Whilst not proven, it is widely believed that this was arson, possibly by members of our community. This was extremely distressing, particularly for everyone who had either used or helped towards providing the equipment and not good news for a generation of our younger children who just loved to play in their activity area.

However, good has come out of the bad and volunteers have come forward to drive forward the project to replace and improve the facilities. Most importantly young families have taken the lead with energy and enthusiasm and I am sure that an exciting resource will emerge that improves the facilities for the younger children, their parents and grandparents. This will mean in the long term, we will have equipment that has been "approved" by the users and in obtaining the funds will also have increased our community activities and relationships and lead to an increased feeling of ownership by all. I am also delighted to say that a recent Easter Egg Hunt took 51 children to Mendlesham Woodland with 42 adult family members some of which had not visited this wonderful resource before.

Our challenge for the forthcoming year will be to complete some of the projects, I have mentioned, make sure the younger children have suitable play equipment next year and then look towards securing and developing the Community Centre so that we have a resource that meets the needs of the parish for years to come. This will however need additional funds to bring the building into the 21st century and thus make it a facility that meets current and new hirer's needs. I do not want to sound dramatic but if we don't do something about the Community Centre, we are in danger of losing it!

Finally thank you to everyone who spends time and provides skills and services either as a Parish Councillor, member of an organisation or as a member of the public, for all of their hard work on behalf of the community. It is very much appreciated.

I believe that that as a community, this year, we have strengthened the spirit of working together much more than in recent years and although we already have a consistent group of village volunteers we need to and have begun to recruit a younger age group which is vital if the community spirit that wants to restore and support existing and new facilities in the village is to continue. If this is the case Mendlesham will certainly continue to be a wonderful place in which to live.

Cllr Helen Orton

Mendlesham Community Awards

Long service individual awards to:

Kenny Abbott: “A compere, M.C, comedian, entertainer, actor, barman, church warden, fundraiser, Quiz Master, Parish Councillor, First Aider, Broadcaster with a wonderful sense of understanding and compassion.... a Gentleman “

Enid Lambert: “ WI member for 61 years, chairperson 16, instigation of many trips and refreshments/ member of URC organising the knitting of many hats for Seaman’s Mission, a flower lady for the war memorial, kind, thoughtful and willing to help in anyway she can.

Dawn Smith: What hasn’t she done? Many activities for children, including previously Mother and Toddler and Playgroup and now Sat Caf helping the Internet Cafe fundraise, Mendlesham Development Association, Community Council, Playingfield Committee, Parish Party key organiser and helper, Education Trustee, Scout Finance Officer/ Regional Officer for 38 years for Foresters; “an easy person to work with”

Village Organisation Award: Mendlesham Community Council : Formed 34 years ago organises the Street Fayre, 50/50 shop, Tote, Fireworks, Inter village quiz, over £250k has been given for local organisations and projects; a real asset.

Dr Paul Head: Finally a massive thank you and surprise for Dr Paul Head on his retirement, with a cheque and flowers for Mrs Head, further to the collections organised by Mendlesham Community Council on request from members of the community. Dr Head, supported by his wife and family has given many years service to the community as a dedicated Rural GP, helping patients, working towards providing our wonderful Health Centre and working for the community. We hope the working for the community may continue, but wish him a really long and enjoyable retirement.

Your Parish Councillors as at 1.8.14 are:

Giles Black	tel: 01449 766796
John Downie	tel: 01449 766363
Mike Exley	tel: 01449 766246
Brian Gardiner	tel: 01449 766648
Terry Moore	tel: 01449 767027
David Nunn	tel: 01449 767158
Helen Orton (Chair)	tel: 01449 767741
Sabrina Webb	tel: 01449 768658

During the last year Darren Carter, Adrian Nuttall, Karon and Simon Sanders have resigned from the Parish Council for a variety of personal reasons. Thank you to all of them for their valuable contribution which has really benefitted the community.

The Parish Clerk is:

Sharon Jones, Honeysuckle, Hockey Hill, Wetheringsett, Suffolk IP14 5PL

Telephone: 01449 766139

email: parishclerk@mendleshampc.org

County/District Councillor:

Andrew Stringer tel: 01449 780339

email: andrew.stringer@midsuffolk.gov.uk
or **andrew.stringer@suffolk.gov.uk**

Mendlesham P C year 31.3.14

Summary Receipts and Payments for Year Ended 31st March 2014

Last Year Ended 31st March 2013		Current Year Ended 31st March 2014
	Operating Income	
71,035.23	Income	51,336.07
16,533.91	New Playing Field Land	34,252.78
0.00	34th Bomb Group Memorial	400.07
1,392.56	VAT Data	20,270.46
88,961.70	Total Receipts	106,259.38
	Running Costs	
15,989.53	Administration	17,765.46
3,024.53	Grants	2,347.86
13,665.05	Playingfield & Amenity	4,059.74
42,671.46	Street Furniture/Lighting	2,737.29
0.00	Project	1,892.77
6,643.06	New Playing Field Land	51,657.51
0.00	34th Bomb Group Memorial	1,015.98
8,437.15	VAT Data	12,422.23
90,430.78	Total Payments	93,898.84
	Receipts and Payments Summary	
55,843.08	Opening Balance	54,374.00
88,961.70	Add Total Receipts(As Above)	106,259.38
144,804.78		160,633.38
90,430.78	Less Total Payments(As Above)	93,898.84
54,374.00	Closing Balance	66,734.54
	These cumulative funds are represented by :	
54,374.00	Current Bank A/c	66,734.54
54,374.00		66,734.54
	Reserve Balances are represented by :	
-1,469.08	Current Year Fund	12,360.54
28,591.04	General Reserves	11,561.09
2,500.00	EMR Scout Hut Property Demoli	2,500.00
24,752.04	EMRPurch/Works Play Field Land	25,000.00
0.00	EMR Play Field Equipment wp	685.00
0.00	EMR War Memorial	8,186.00
0.00	EMR Hard Courts	454.91
0.00	EMR 2013/14 works	1,470.00
0.00	EMR Neighbourhood Plan	4,517.00
54,374.00		66,734.54

MENDLESHAM PARISH COUNCIL

SUPPORTING STATEMENT TO THE ACCOUNTS AS AT 31 MARCH 2014

1. **BORROWINGS**

During the year ending 31.3.13, the Council received a loan advance from the Public Works Loan Board to finance a replacement street lighting project. This borrowing was approved by the Department for Communities and Local Government 1.5.12 ref 2012-13 (10). The original amount of the loan drawn down was £34000 over 20 years, £1129.27 half yearly repayments on 5th January/5 July, with a fixed interest rate 2.93%. The amount of the loan outstanding as at 31.3.14 was £ 32079.

2. **LEASES**

At 31 March 2014 no leases were in operation

3. **OUTSTANDING DEBTS**

At 31 March 2014 amounts of £588.92 were outstanding and due to the Council. The ages of these debts were:

Less than 3 months old: Refundable VAT – still to be claimed £588.92

4. **TENANCIES**

The Council entered into the following tenancies/licence :

Under the Agricultural Tenancies Act 1995:21.4.06 Tenant James Pipe re 4.35 acres land at Mendlesham Green. Rental £195pa.

1.4.13-31.3.14 Licensee Mrs Rachel Rozier re 1.20 acres land at Mendlesham Green. Rental £130pa.

5. **SECTION 137 /POWER OF COMPETENCE PAYMENTS**

Section 137 of the Local Government Act 1972 enables Parish Councils to spend up to the product of £7.20 per head of electorate for the benefit of people in the area on activities or projects not specifically authorised by other powers. With an electorate of 1113, the limit for this Council in the year ended 31 March 2014 was £8013.60. No Section 137 Payments have been made in this financial year because the Council passed a resolution on 7th August 2012 that Mendlesham Parish Council was eligible to use the General Powers of Competence (Prescribed Conditions) Order 2012 and until the Annual Meeting of Mendlesham Parish Council after the next ordinary election, Mendlesham Parish Council is eligible to use the Power of Competence.

The following Power of Competence payments have been made:

Payee	Nature of Payment	Amount
Community Action Suffolk	Membership 2013/14	30.00
Suffolk Wildlife Trust	Mendlesham 2014/14	38.00
Street Cleaner	Additional street cleaning	451.12
East Anglian Air Ambulance	Donation	125.00
Suffolk Accident Rescue	Donation	125.00

Supporting statement as at 31.3.14. Approved by Mendlesham Parish Council at meeting held on 14.5.14

Ipswich & East Suffolk Headway	Donation	50.00
Optua	Donation	50.00
Homestart	Donation	50.00
Fields in Trust	Membership 2014/15	25.00
St Elizabeth Hospice	Donation	175.00
Total		1119.12

Other donations within powers :

St Marys Church Mendlesham	Donation re grasscutting	1000.00
Mendlesham Green Baptist Chapel	Donation re grasscutting	28.74
Total		1028.74

6. AGENCY WORK

The Council undertook no agency work during the year ending 31 March 2014.

7. ADVERTISING AND PUBLICITY

None undertaken this year.

8. PENSIONS

The Council did not contribute to any pensions or superannuation schemes.

9. CAPITAL RESERVES:

The Capital Reserves represents the amount of money amount of money available within the Council's fund balance that can only be used to finance capital expenditure. During 2013/14 the Council held the following capital of £14752.04. This is held in the Council's Lloyds Current Account as at 31 March 2014. It was agreed at the Parish Council meeting held on 2.11.11(p934) that these finds would be used towards a contribution of £15,000 to finance the purchase and development of 4.2 acres of new playingfield land. The land has been purchased 2012/13 with development works still on going as at 31.3.14. These funds form part of the Playingfield Land Project reserve.

Supporting statement as at 31.3.14. Approved by Mendlesham Parish Council at meeting held on 14.5.14

10. EARMARKED RESERVES :

Grants held as at 31 March 2014:

Government Communities Neighbourhood Plan grant £4410 received December 2013.

Earmarked Reserves as at 31 March 2014: £

Scout Hut: Property Demolition Fund (*ordinary meeting 7.5.08, name change ordinary meeting 2.4.14*) **2500.00**

Fund to purchase/carry out initial works re land adjoining Playingfield, School Community Centre **25000.00**

At the Parish Council meeting held on 2.11.11(p934) it was agreed to use a balance of £247.96 from general reserves plus £14752.04

Capital funds towards a further contribution of £15,000 to finance the purchase and development of 4.2 acres of new playingfield land.

This is in addition to the £10,000 already held.

(*ordinary meeting 12.12.07 p 746*).

Playequipment fund: Ordinary meeting 2.4.14 (5c,page 1228) **685.00**

War Memorial fund : Ordinary meeting 2.4.14 (5c,page 1228) **8186.00**

Hard Courts Fund: Ordinary meeting 2.4.14 (5c,page 1228) **454.91**

2013/14 works: Ordinary meeting 2.4.14 (5c,page 1228) **1470.00**

Neighbourhood Plan: Ordinary meeting 2.4.14 (5c,page 1228) **4517.00**

Total earmarked reserves as at 31.3.14 **42812.91**

The Council has also used the following grants in the year to 31 March 2014:

Re New Playingfield project:

Suffolk County Council Locality grant	1200.00
Suffolk County Council	15000.00
Mid Suffolk District Council	10000.00
Mid Suffolk District Council Developer Contribution	2153.69
Mendlesham Community Council	6000.00
Mendlesham Educational Trust	4000.00
Sport England part grant	6245.00
Total	44598.69

Grant funding agreed as at 31.3.14 and to be received further to completion of projects:

New Playingfield land project:

Sport England balance	4999.00
Mid Suffolk District Council	5000.00
Mendlesham Educational Trust	2000.00
Total funding anticipated	11999.00

11. CONTINGENT LIABILITIES

The Council does not expect to incur any material contingent losses or costs.

Supporting statement as at 31.3.14. Approved by Mendlesham Parish Council at meeting held on 14.5.14

Mendlesham Parish Council has managed Mendlesham Community Centre since 1.4.11 as sole trustee of the Community Centre charity (reg no 304795). Please contact our Booking Secretary, Louise Matthews tel 01449 768082 email steflewmatthews@aol.com if you wish to discuss arrangements for hire of the facilities.

AGM Chairs Report re Mendlesham Community Centre 14.5.14

The current position for the charity and building is not good. The accounts for the year ending 31.3.14 show receipts of £15567 and expenditure of £19572 ie a loss of £ 4000.

Part of this expenditure includes a "catch up" with the School/Suffolk County Council for £9,000 utility costs for previous years. However the bank account as at 31.3.14 stands at £7403 and very shortly we will have to pay out for the utility costs to SCC for the year ending 31.3.14 which will be approximately £4000, another oil tank delivery and the annual insurance premium. We still have a roofing issue and the Small Hall boiler is very old.

Over the past years, room hire for smaller groups in Mendlesham has become available elsewhere. There is therefore a limited ability to increase hire costs and useage of the Centre is in decline.

Future threats also include the possibility of the Preschool moving to a newly refurbished St Joseph's Centre. A newly refurbished St Joseph's Centre and a potentially new Scout Hut may provide prove attractive to existing hirers and we will also lose the income presently being received from the Scouts.

The question has to be asked: How long can the Community Centre continue and if it is still required or if other venues now meet the needs of the community better?

As sole Trustee of the Charity, this is something the Parish Council cannot ignore and we now need to make some difficult decisions. There is not time tonight to discuss this further, but it will be an agenda item for our June meeting when we must agree on the way forward for how to research and then decide what needs to be done if we are to retain this asset for the Community, as whilst there are other venues available for hire in the Parish, it must be for the benefit of the entire community to protect and retain the larger facilities available at the Community Centre.

Cllrs Gardiner and Downie have continued to help with maintenance repairs which make a huge difference to the finances and our Booking Secretary, Louise Matthews provides an excellent service to hirers as first point of contact for the Community Centre. Thank you.

The Community Centre is an agenda item for all Ordinary Parish Council meetings so if you have any issues that need discussing, either speak with Louise or Sharon or come to a parish council meeting.

Cllr Helen Orton , Chairperson of Mendlesham Parish Council

Mendlesham Community Centre ye 31.3.14

Summary Receipts and Payments for Year Ended 31st March 2014

Last Year Ended 31st March 2013		Current Year Ended 31st March 2014
	Operating Income	
16,673.70	Receipts	15,567.10
16,673.70	Total Receipts	15,567.10
	Running Costs	
2,851.95		83.25
19,380.08	Administration	19,572.26
22,232.03	Total Payments	19,655.51
	Receipts and Payments Summary	
17,050.46	Opening Balance	11,542.13
16,673.70	Add Total Receipts(As Above)	15,567.10
33,724.16		27,109.23
22,232.03	Less Total Payments(As Above)	19,655.51
11,492.13	Closing Balance	7,453.72
	These cumulative funds are represented by :	
11,542.13	Current Bank A/c	7,403.72
0.00	Deposit Bank A/c	0.00
11,542.13		7,403.72
	Reserve Balances are represented by :	
-5,558.33	Current Year Fund	-4,088.41
17,050.46	General Reserves	11,492.13
11,492.13		7,403.72

Mendlesham Community Centre: fees with effect from 1.4.12

Prices based on three sessions per day, am, pm and evening.

Prices per session, excluding preparation time at the discretion of the Booking Secretary.

Prior permission MUST be obtained before alcohol is supplied or consumed on the premises.
Please contact Booking Secretary in advance of booking to discuss your requirements.

Main Hall and Main Hall Kitchen		Deposit	Resident Charge	
Capacity			£	£
	Seated at tables -180			
	Mixed occupancy - 180			
	Close seated-180			
	Dancing- 360			
Clubs or organisation meeting or activity				25
* Disco/Dance/Race		50		115
Childrens disco -7pm-10pm, up to 16 years				60
* Wedding		50		115
Hire of showers per session				22
Hirers must leave clean				
Small Hall				
Capacity				
	Seated at tables -70			
	Mixed occupancy - 70			
	Close seated-70			
	Dancing -140			
Clubs or organisation meeting or activity				17
* Disco/Dance/Race		30		57
* Wedding/ Christening/adult parties		25		57
Junior Groups				11
Pre-School am				17
Pre-School pm				17
Childrens party				40
*All day rate				

Playingfields:

Mendlesham Parish Council continues to be responsible for management of the playingfields and play equipment at Mendlesham and Mendlesham Green.

Mendlesham Playingfields: The playingfields at Mendlesham are owned by two charities, Mendlesham Community Centre Charity and Mendlesham Memorial Playingfields Charity for which the Parish Council is sole trustee, plus the Parish Council directly owns land which is part of a £120k project to provide more playingfield land.

Mendlesham Green Playingfields:

This land is owned by Mendlesham Church and Town Estate Charity and leased to the Parish Council by the Trustees at a nominal rent . Thank you.

Thanks must go to our volunteers and in particular Cllrs Gardiner, Downie, Nunn and Exley who removed the destroyed play equipment and surface saving contractor costs of some £4,000 and continue to help with maintenance repairs and safety checks. The football club also do much of their own ground work, which provides the facilities enjoyed by all.

You will see from the Mendlesham Memorial Playingfields Charity accounts that the charity itself has virtually no income so expenditure costs for both playingfields are met by Parish Council funds in order to benefit the community.

Mendlesham Playing Field Charity 31.3.14

Summary Receipts and Payments for Year Ended 31st March 2014

Last Year Ended 31st March 2013		Current Year Ended 31st March 2014
	Operating Income	
0.00		0.00
164.00	Receipts	100.00
164.00	Total Receipts	100.00
	Running Costs	
0.00		0.00
735.50	Administration	0.00
735.50	Total Payments	0.00
	Receipts and Payments Summary	
601.50	Opening Balance	30.00
164.00	Add Total Receipts(As Above)	100.00
765.50		130.00
735.50	Less Total Payments(As Above)	0.00
30.00	Closing Balance	130.00
	These cumulative funds are represented by :	
30.00	Current Bank A/c	130.00
30.00		130.00
	Reserve Balances are represented by :	
-571.50	Current Year Fund	100.00
601.50	General Reserves	30.00
30.00		130.00

Your views on any aspect of Parish Council work would be very much appreciated. Public attendance at meetings and feedback is extremely valuable in helping the Council to make quality decisions on your behalf.

If you want any further information on the content of this report, accounts, minutes of meetings or any other matter please do not hesitate to contact the Parish Clerk.