

RATTLEDEN PARISH COUNCIL

Members of the Council:

You are hereby summoned to an **Ordinary Meeting of the Parish Council which will be held in the Village Hall on Tuesday 5 December at 7.30pm** for the purpose of transacting the business below.

Members of the public:

Members of the public are welcome to attend and may address the Council, following item three on the agenda, when the meeting is adjourned.

Reporting on Meetings

Except where members of the public have been excluded due to the confidential nature of the business, any person may film, photograph, audio record or use social media to report on meetings of the Council, including any public comment and/or questions. Would any person intending to report please give notice before the start of the meeting to the Clerk or Chairman of the Council to enable reasonable facilities to be afforded.

AGENDA

1. To receive any apologies for absence.
2. **To receive, from Members, any declarations of interest in items on the agenda in accordance with the Council's Code of Conduct.**
3. **To approve the minutes of the Ordinary Meeting of the Parish Council held on 31 October 2017.**
4. **Adjournment for:**
 - 4.1 County and District Councillor's report.
 - 4.2 Public comment and/or questions.
5. **Planning:**
 - 5.1 To consider any applications received.
 - 5.2 To note any applications considered the deadlines for which were in advance of this meeting and for which Mid Suffolk District Council (MSDC) would not allow an extension for comments.
 - 5.3 To note any MSDC planning applications granted/refused including:
DC/17/04358 - **granted** - land to south east of Buff Rise, Rising Sun Hill - application ref 4335/16 without compliance with Condition 2: to vary so that drawing 4116-01A is replaced by drawing 4116-01B and drawing 4116-10A is replaced by drawing 4116-10B; and
DC/17/05033 - **granted** - Honeycombes, 2 Rectory Meadow - reduce crown, remove deadwood and addition of bracing to one Indian bean tree; reduce one Prunus tree, thin crown and raise canopy.
6. **Finance:**
 - 6.1 To receive the Clerk's financial report.

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- 6.2 To authorise payments as presented and to note income received.
- 6.3 To consider the budget position ahead of any decision about the 2018-2019 precept to be taken at the next Council meeting.
- 6.4 To agree, as in previous years, the purchase of a Christmas tree for the village at a cost of £55.00.

7. Cemetery:

To consider plans and ideas for the extension to the Cemetery, including any financial implications, and to take action as appropriate.

8. Council Governance:

- 8.1 To consider any new legislation, codes or regulatory issues and to take action as appropriate.
- 8.2 To determine if any Council decisions or actions impact upon its risk register, policies and internal controls.

9. Correspondence:

To consider the list of correspondence received and to take action as appropriate.

10. Remembrance Day:

To consider, from 2018 onwards, the purchase of a poppy wreath on behalf of the Council to be laid in memory of those from the village (and beyond) who have given their lives in conflict.

11. Matters to be brought to the attention of the Council either for information or for inclusion on the agenda of a future Ordinary Meeting.

12. Next Meeting:

To note that the next Ordinary Meeting of the Parish Council is scheduled for Tuesday 30 January in the Village Hall beginning at 7.30pm.



Parish Clerk: Doug Reed, Proper Officer of the Council
Address: Second Thoughts, Church Road, Elmswell IP30 9DY
Tel: 07843850019
E-mail: rattlesdenpc@live.co.uk

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Agenda Item 6.2: Payments and Income

Councillors are recommended to authorise the following payments:

To:	Reason	Payment (£s)	VAT (£s)	Total (£s)
Litter-Picker	Salary: November 2017 (19.33 hours @ £7.50)	144.98	N/A	144.98
Parish Clerk	Salary: November 2017 (35 hours @ £11.054) Gross: £386.89 - Net £309.69 [PAYE: £77.20]	309.69	N/A	309.69
HMRC	PAYE (as above)	77.20	N/A	77.20
Litter-Picker	Salary: December 2017 (19.33 hours @ £7.50)	144.98	N/A	144.98
Parish Clerk	Salary: December 2017 (35 hours @ £11.054) Gross: £386.89 - Net £309.69 [PAYE: £77.20]	309.69	N/A	309.69
HMRC	PAYE (as above)	77.20	N/A	77.20
Mr Roger Heard	447th Bomb Group Memorial: grass-cutting (June)	60.00	0.00	60.00
	TOTAL	£1,123.74	£60.00	£1,123.74

Notes

Councillors are asked to note the following income received:

From:	Reason	Total (£s)
TSB	Business account interest (November)	0.57
Mid Suffolk District Council	Cleansing Grant (July-September)	204.10
	TOTAL	£204.67

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Agenda Item 9: Correspondence Received

For more information on any item listed below (not otherwise circulated) or you require a copy of any correspondence then please do not hesitate to contact the Clerk.

Item	From	Subject	Action
1	Suffolk Association of Local Councils	NALC Legal Briefing - "Payment of Fees to the Information Commissioner's Office".	Noted and filed for future reference.
2	Westley (Bury St Edmunds) Resident	Seeking information on family members in the Cemetery.	Response sent.
3	Resident	Requesting definitive map of Rattlesden related to issue involving the Felsham Road campsite.	Response sent; and forwarded to all councillors.
4	Suffolk Association of Local Councils	Further information about the new data protection legislation due to take effect in 2018.	Noted and filed for future reference.
5	Resident	Regarding the Parish Council purchasing and laying a poppy wreath at the War Memorial on Remembrance Sunday.	Response sent; and substantive agenda item 11.

NB: Circulars are not normally listed unless they have any possible relevance to the Council; likewise, correspondence which has been received which relates to specific agenda items and has been circulated for those items, e.g. planning applications and decisions, and quotations for work.