

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 26 September 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 25 July 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 including:
DC/17/04358 - 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.
 - 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 including:
DC/17/03462 - Pollys Cottage, 9 Birds Green - fell one sycamore tree - **Council had no objection;**
DC/17/03979 and DC/17/03980 - Francis Farm, Woolpit Road - erection of two-storey linked extension and Listed Building Consent - **Council had no objection;** and
DC/17/03449 - Townfield, Baby Lane - construction of ménage and installation of floodlighting - **Council had no objection.**

RATTLESDEN PARISH COUNCIL

- 5.3 To note any MSDC planning applications granted/refused including:
DC/17/02842 - **granted** - The Nest, Birds Green - Listed Building Consent - replace two casement windows to rear extension;
DC17/03503 - **granted** - Walnut Tree Farm, Mitchery Lane - Listed Building Consent - demolition of two curtilage listed former agricultural buildings;
DC/17/02398 - **granted** - Reservoir Cottage, Poy Street Green - erection of two-storey front extension; and
DC/17/03462 - **granted** - Pollys Cottage, 9 Birds Green - fell one sycamore tree.

6. **Finance:**

- 6.1 To receive the Clerk's financial report.
6.2 To authorise payments as presented and to note income received.
6.3 To receive the completion of the 2016-2017 Annual Return by BDO (external auditors), including the audit opinion by that body; to note that there were no issues identified and to accept and approve the 2016-2017 Annual Return.
6.4 To consider estimates received for the planting and creation of hedging in the Cemetery extension and to take action as appropriate.

7. **Council Governance:**

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

8. **Correspondence:**

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

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

10. **Next Meeting:**

To note that the next Ordinary Meeting of the Parish Council is scheduled for Tuesday 31 October in the Village Hall beginning at 7.30pm.



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

Published: 13 September 2017

RATTLEDEN PARISH COUNCIL

Report to the Ordinary Meeting of 26 September 2017

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: September 2017 (19.33 hours @ £7.50)	144.98	N/A	144.98
Parish Clerk	Salary: September 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 (July)	30.00	0.00	30.00
The Felsham Gardeners*	Single grass-cut at Rattlesden cemetery @ £190.00	190.00	0.00	190.00
The Felsham Gardeners*	Cemetery extension - maintenance of new ground	55.00	0.00	55.00
Anglian Water*	Cemetery water charge	12.10	0.00	12.10
Mark Crawford*	Defibrillator installation	60.00	0.00	60.00
A.E.White Surfacing Limited*	Cemetery extension - new footpath/access including kerbing	5,478.00	1,095.60	6,573.60
The Felsham Gardeners	Single grass-cut at Rattlesden cemetery @ £190.00	190.00	0.00	190.00
The Felsham Gardeners	Cemetery extension - maintenance of new ground	102.50	0.00	102.50
Lee Patterson	Construction of bus shelter	4,200.00	0.00	4,200.00
Rattlesden Parochial Church Council	Annual maintenance of the St Nicholas Church clock	70.00	N/A	70.00
BDO LLP	External audit	100.00	20.00	120.00
Reece Safety Products Ltd	Three grit bins @ £63.40 plus £25.00 carriage	215.20	43.04	258.24
Sleek Decorating	Bus shelter painting and decorating	300.00	0.00	30.00
	TOTAL	£11,534.67	£1,158.64	£12,423.31

Notes

*With no Council meeting in August, cheques effected 24 August with the approval of the Finance Councillor and bank signatories given the need to meet payment deadlines.

RATTLEDEN PARISH COUNCIL

Councillors are asked to note the following income received:

From:	Reason	Total (£s)
TSB	Business account interest (August)	0.80
TSB	Business account interest (September)	0.87
Mid Suffolk District Council	Grant (bus shelter)	1,500.00
	TOTAL	£1,501.67

RATTLEDEN PARISH COUNCIL

Report to the Ordinary Meeting of 26 September 2017

Agenda Item 8: 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	Mid Suffolk District Council	"Town and Parish Council Newsletter" (July 2017).	Forwarded to all councillors.
2	Mid Suffolk District Council	Invitation to a briefing about the new Joint Local Plan for Babergh and Mid Suffolk District Councils.	Forwarded to all councillors.

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.