

RATTLESDEN PARISH COUNCIL

Minutes of the Ordinary Meeting of the full Council held on 22 September 2015 at 7.30pm in Rattlesden Village Hall

Present: Cllr Ms Pauline Baker (Chairman), Cllr Mrs Kerry Burn,
Cllr Mrs Bridget Goodchild, Cllr Dan Jewers and Cllr Julie Rayner.

In Attendance: County and District Cllr Penny Otton;
Four members of the public; and
Parish Clerk: Doug Reed.

2015/059 Apologies for Absence

Accepted from Cllr Esther Jewson and Cllr Russell Morley, both absent due to work commitments.

2015/060 Declarations of Interest

Cllr Jewers and Cllr Rayner each declared a non-pecuniary interest in agenda item 7.5 (minute 2015/065.5) as a member of the Parochial Church Council.

2015/061 Minutes of the Last Parish Council Meeting

It was proposed by Cllr Burn, seconded by Cllr Jewers, that the minutes of the Ordinary Meeting of the Parish Council, held on 28 July, be signed as a true record. The proposal was carried.

2015/062 The meeting was adjourned for reports from external bodies and for public comment and questions:

062.1 District and County Councillor: Cllr Otton presented her report, which had been circulated previously, and answered questions from councillors. She was able to report some progress towards a possible 20mph limit on High Street and expressed concern about the County Council seeking to re-tender for all contracts for the provision of rural transport. She also reported that she was due to have a £5,000.00 District Council 'locality budget' at her disposal and invited bids to that fund from the Parish Council.

062.2 Suffolk Constabulary: PCSO 3128 Steve Pendergast sent apologies for absence but his report had been circulated previously.

062.3 Public Discussion: Issues raised by residents encompassed planning applications 2936/15 and 2937/15 (minute 2015/064.1 refers), the overgrown condition of footpath 31 and the possible diversion of footpath 27. Cllr Jewers offered to deal with the situation affecting footpath 31 while the Clerk would report concerns about footpath 27 to the Rights of Way and Access Team at Suffolk County Council.

Meeting resumed:

2015/063 Parish Clerk's Report

The Clerk's report was noted. The only item followed-up was that of street signs to denote Church Path. Given no availability of signs by Mid Suffolk District Council which would be in-keeping with the Conservation Area, plus

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constraints imposed on their potential location, councillors felt that there was no option other than to not pursue their installation.

2015/064 Planning

064.1 Applications:

2936/15 and 2937/15 concerned Lydgate Cottage, Birds Green - retention of garden shed and tool shed; and retention of two replacement rear ground floor windows; and Listed Building Consent. Councillors were unhappy with the proposed retention of the garden shed given that the property was within the Conservation Area and the shed immediately adjacent to its boundary. In such circumstances, the Council understood that any shed should be no more than 2.5 metres in height - but it was higher. It also appeared to extend along the whole length of the boundary and, at the height in question, would seem obstructive to the neighbouring property with what might reasonably be assumed to be an overshadowing and loss of outlook. The impact of its retention would be a visual disamenity in the Conservation Area where the neighbouring properties were listed buildings. Accordingly, the Council objected to that element of the application. It was noted there was no objection to the retention of two replacement rear ground-floor windows;

3045/15 concerned Quince Cottage, Church Path - demolition of 20th century extension and construction of new single-storey extension. The Council had no objection; and

3089/15 and 3090/15 concerned Limberlost, Poy Street Green - cladding of garage with featheredge boarding following removal of store room; removal of modern Jacob's ladder and infilling the floor; installation of French doors in the dining room; replacement of modern window facing the rear elevation and the increased height of an existing window; replacement of a double-glazed timber window with single-glazed timber door; at first floor level, the alteration to existing modern stud and plasterboard wall; installation of a plasterboard stud wall to form a corridor; and installation of a proposed dormer window to bedroom; and Listed Building Consent. The Council supported the application.

064.2 Applications - Responses: There were no applications which had had to be considered in advance of the meeting because of their deadlines.

064.3 Decisions: It was noted that applications 2272/15 concerning land on the west side of Rising Sun Hill and 2427/15 concerning Lidgate House, School Road had been granted.

2015/065 Finance

065.1 Financial Report: The report to 31 August was received. It was proposed by Cllr Baker, seconded by Cllr Burn, that the reconciliation be approved and duly signed. The proposal was carried.

065.2 Payments and Income: It was proposed by Cllr Jewers, seconded by Cllr Burn, that the schedule of payments be approved. The proposal was carried. The schedule comprised the following:

- ◆ Litter-picker salary (September) - £125.65;
- ◆ Clerk salary (September) - £267.49;

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- ◆ PAYE (September) - £66.80;
- ◆ The Felsham Gardeners - cemetery grass-cutting - £380.00;
- ◆ BDO LLP - external audit - £120.00 + £20.00 VAT;
- ◆ Mid Suffolk District Council - two boxes of black sacks - £32.38 + £5.40 VAT;
- ◆ Mr Roger Heard - 447th Bomber Group Memorial grass-cutting - £50.10;
- ◆ Mr Robert Day - reimbursement of costs of renovating the Felsham Road telephone kiosk - £62.43; and
- ◆ Clerk - reimbursement of Land Registry costs - £41.71.

Income received was duly noted as follows:

- ◆ Business account interest (August) - £0.86;
- ◆ Business account interest (September) - £0.81;
- ◆ Residents - four burial reservations - £600.00;
- ◆ HMRC - VAT refund 2014-2015 - £122.00;
- ◆ Resident - burial - £150.00;
- ◆ Land Registry - refund of search fee - £4.00;
- ◆ Mid Suffolk District Council - second precept payment - £4,739.50; and
- ◆ Mid Suffolk District Council - recycling grant (February-July) - £223.52.

065.3 External Audit 2014-2015: The Annual Return 2014-2015 was received by the Council together with the audit opinion given by BDO (external auditors). The Council was pleased to note that no untoward matters had come to the attention of the external auditors. It was proposed by Cllr Burn, seconded by Cllr Baker, that the Annual Return 2014-2015 be approved and accepted. The proposal was carried.

065.4 Litter-Picker Salary: It was proposed by Cllr Jewers, seconded by Cllr Rayner, that the Council approves the adoption of the new minimum wage, of £6.70 per hour effective from 1 October 2015, as applied to the Council post of litter-picker. The proposal was carried.

065.5 St Nicholas Church Clock - Funding: The Council considered a request from the Parochial Church Council for funding towards the annual maintenance of the St Nicholas Church clock. Given its importance to the village it was proposed by Cllr Baker, seconded by Cllr Burn, that £70.00 per annum be provided. The proposal was carried.

2015/066 Council Governance

066.1 New Legislation, Codes or Regulatory Issues: None.

066.2 Risk Register, Policies and Internal Controls: There were no decisions or actions which impacted upon the Council risk register, policies or internal controls.

2015/067 Correspondence

There were no issues arising from the list of correspondence.

2015/068 Telephone Kiosk (Felsham Road)

As the September Council meeting had been brought forward the deadline of 25 September for entries into the competition to find the best idea for use of the Felsham Road telephone kiosk had not yet been realised. It was agreed that the judging be deferred until the next Council meeting.

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2015/069

Cemetery

069.1 Extension - Planning Application: It was proposed by Cllr Goodchild, seconded by Cllr Burn, that the Council submits a 'change of use' planning application to Mid Suffolk District Council in respect of the agricultural land offered to the village for an extension to Rattlesden Cemetery. The proposal was carried.

069.2 Land Transfer: It was proposed by Cllr Jewers, seconded by Cllr Burn, that the Council engages a solicitor from Rudlings Wakelam to undertake all legal obligations relating to the transfer of designated land into Council ownership to facilitate the extension to the Cemetery. The proposal was carried.

069.3 Cemetery Rules: Concerns had been expressed that some materials left by graves were not only having an adverse effect on the attractiveness of the Cemetery, but also causing problems for the Council contractor responsible for grass-cutting on the site. It was agreed that, in the first instance, an appropriate note be put in "Revelations" about the matter. Thereafter, consideration would be given to a noticeboard in the Cemetery whose use would include publicising the need for the appropriate maintenance of graves.

2015/070

Electronic Summons

In recognition of the Local Government (Electronic Communications) (England) Order 2015, and as provided for by Rattlesden Parish Council Standing Order 15.2a, Cllr Goodchild and Cllr Rayner (as councillors appointed since the 2015 elections) were asked (individually) if they wished to consent to receiving summonses to attend Council meetings by electronic transmission (i.e. e-mail). Both gave their consent. It was confirmed that such consent could be withdrawn at any given time.

2015/071

Matters to be Brought to the Attention of the Council

Progress with the Birds Green/Workhouse Lane junction was queried as a result of which the Clerk would contact the County Council for an updated report. Concern was expressed about a vehicle parking repeatedly on the grass verge opposite "The Brewers Arms", not only causing some damage to the land but also forcing pedestrians to move further towards the road. The Clerk would pursue the matter. The issue of vehicles parking on Cemetery Green was noted but, for the time being, it was felt that this required no further action. Two items were raised for the agenda for the next Council meeting, these being the re-coating of the rails which run through the village, and the provision of grit bins for which a potential bid to the District Councillor's 'locality budget' might be made.

2015/072

Next Meeting

It was noted that the next Ordinary Meeting of the Council would be held on Tuesday 27 October at 7.30pm in Rattlesden Village Hall.

The meeting closed at 8.40pm.