

RATTLESDEN PARISH COUNCIL

Minutes of the Ordinary Meeting of the full Council held on 24 January 2017 at 7.30pm in Rattlesden Village Hall

Approved 28.02.17 (minute 2016/098 refers)

Present: Cllr Julie Rayner (Chairman), Cllr Peter Brooke,
Cllr Bridget Goodchild, Cllr Russell Morley and Cllr Ted Wright.

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

2016/082 Apologies for Absence

Accepted from Cllr Kerry Burn who was absent due to an unexpected emergency and Cllr Dan Jewers who was on holiday.

2016/083 Declarations of Interest

None.

2016/084 Minutes of the Last Parish Council Meeting

It was proposed by Cllr Brooke, seconded by Cllr Morley, that the minutes of the Ordinary Meeting of the Parish Council, held on 15 November, be signed as a true record. The proposal was carried.

2016/085 The meeting was adjourned for reports from external bodies and for public comment and questions:

085.1 District and County Councillor: Cllr Otton presented her report which had been circulated previously. She highlighted concerns about cuts to the financial support for libraries and the need to safeguard mobile library provision; the outcomes from a meeting with Suffolk Highways about HGV problems, especially affecting Lower Road and Birds Green; that the County Council was to effect a three percent rise in council tax which would be dedicated to adult social care; and that Mid Suffolk District Council was also expected to promote a small council tax rise.

085.2 Public Discussion: Councillors welcomed and expressed their sincere thanks to Mrs Linda Stiff and her colleagues who had raised £2,400.00 for a defibrillator the village. It was acknowledged as an amazing effort by all involved. Council thanks were also extended to Mr Gary Sainty for a briefing on The Bike Show 2017 which was planned for 21 May.

Meeting resumed:

2016/086 Parish Clerk's Report

The Clerk's report was noted. There were no matters arising.

2016/087 Planning

087.1 Applications: There were no new planning applications for the Council to consider.

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087.2 Applications - Responses: Given deadlines in advance of the meeting, councillors had necessarily considered applications: 4759/16 concerning 4 Rising Sun Hill. The Council had no objections; 5042/16 concerning 1 Spencers Piece. The Council had no objections; 4827/16 concerning Oak Gates, High Town Green. The Council had no objections; and 4625/16 concerning Hollybush Farmhouse, Holly Bush Lane. The Council had no objections.

087.3 Decisions: It was noted that applications 4206/16 concerning Hope Cottage, Half Moon Street, 4254/16 concerning Roschel House, High Street, 5042/16 concerning 1 Spencers Piece, 4335/16 concerning land to the south east of Buff Rise, Rising Sun Hill and 2194/16 concerning land on the west side of Rising Sun Hill had been granted.

087.4 Airfield Liaison Group: Cllr Brooke reported on the most recent meeting of the Group. It was noted that residents were generally content that Rattlesden Gliding Club had operated within the terms of the temporary planning agreement in place further to which it was likely that a new planning application would be submitted in the near future.

2016/088

Finance

088.1 Financial Report: The report to 31 December was received. It was proposed by Cllr Morley, seconded by Cllr Rayner, that the reconciliation be approved and duly signed. The proposal was carried.

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

- ◆ Litter-picker salary (January) - £139.18;
- ◆ Clerk salary (January) - £290.11;
- ◆ PAYE (January) - £72.60;
- ◆ The Felsham Gardeners - cemetery hedge cutting - £350.00;
- ◆ Clerk - administrative expenses - £32.02;
- ◆ Clerk - reimbursement of costs of gift voucher and hospitality - £45.42;
- ◆ Mr Roger Heard - 447th Bomb Group Memorial grass-cutting - £7.50 (Section 137 expenditure);
- ◆ Mr David Peachey - collection, assembly and erection of Church Path sign - £79.21 (Section 137 expenditure);
- ◆ Mid Suffolk District Council - grass-cutting and grounds service - £172.00 + £34.40 VAT;
- ◆ Mr Richard Mahony - reimbursement of village Christmas tree costs - £50.00 (Section 137 expenditure);
- ◆ Anglian Water - cemetery water - £14.37; and
- ◆ Rattlesden Village Hall Committee - village hall hire - £7.50.

Income received was duly noted as follows:

- ◆ Business account interest (December) - £0.64; and
- ◆ Business account interest (January) - £0.66.

088.3 Grass-Cutting 2017-2018: Consideration was given to the renewal of the service offered by Mid Suffolk District Council to cut the grass in three village sites at a cost of £175.00 plus VAT. An alternative option was

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suggested which Cllr Rayner would investigate but should that not come to fruition then it was resolved that the renewal be effected for 2017-2018.

088.4 Budget 2017-2018 and Precept 2017-2018: Councillors debated the budget for the forthcoming year given several known areas where costs were due to rise and being mindful of the fact that the council tax support grant from Mid Suffolk District Council would no longer be provided. It was felt that some flexibility was needed within the budget to enable the Council to provide more support to village initiatives while also funding the work which would need to be achieved at the extended Cemetery. At the same time, councillors recognised that any increase needed to be minimal to preclude any serious impact upon the council tax. Taking all matters into account, it was proposed by Cllr Rayner, seconded by Cllr Wright, that the precept for the year be raised by £414.00 to £10,046.00 which would provide for the Band D council tax rise to be limited to just £1.00. The proposal was carried.

088.5 PAYE Payments: It was agreed, in response to advice received from HMRC, that PAYE payments would be made on-line for the financial year 2017-2018 onwards. While the Faster Payments process would be used by the Clerk, this would only be after any payment was duly and properly approved by the Council.

088.6 Internal Audit: Cllr Morley reported to the Council on a successful and productive meeting with Mr Graham Reid convened to discuss the outcomes of and recommendations in his internal audit report for the financial year 2015-2016. It was confirmed that all matters had either been actioned or were being addressed ahead of the end of the 2016-2017 financial year.

2016/089 Council Governance

089.1 New Legislation, Codes or Regulatory Issues: None.

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

2016/090 Correspondence

There were no issues arising from the list of correspondence.

2016/091 Highways

Cllr Morley briefed the Council on a meeting with representatives from Suffolk Highways and Cllr Otton about problems with HGVs in Lower Road and Birds Green. It was acknowledged that actions to address the situation were limited but should be taken. Accordingly, it was proposed by Cllr Morley, seconded by Cllr Goodchild, that advisory signs labelled 'Unsuitable for HGVs' be pursued in respect of Birds Green and, regarding the double bend in Lower Road, that the existing centre line be removed and solid white edge marking be used instead to visually narrow the carriageway. The proposal was carried. Cllr Otton kindly offered funding for the project and asked that the relevant proposal be forwarded to her for onward transmission to relevant officers in Suffolk Highways. On a separate matter, the Clerk was asked to find out if any plans had been made to widen the road in St Nicholas Close.

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2016/092 Asset Management

The programme of asset inspections was agreed. The inspections would be carried out at the earliest but, in any event, by no later than 28 February in time to enable a discussion on any remedial or other actions required to be considered at the March meeting of the Council.

2016/093 Defibrillator

It was proposed by Cllr Morley, seconded by Cllr Rayner, that the Council buy a defibrillator for the village using the funds raised by residents (which would be donated to the Council for the purpose) with the machine to become the responsibility of the Council in terms of installation and maintenance. The proposal was carried. Cllr Brooke had already met with the group of volunteers who had progressed the project and would work with the same group to identify the specific machine required.

2016/094 Matters to be Brought to the Attention of the Council

None.

2016/095 Next Meeting

It was noted that the next Ordinary Meeting of the Council would be held on Tuesday 28 February at 7.30pm in Rattlesden Village Hall.

The meeting closed at 9.10pm.