

RATTLEDEN PARISH COUNCIL

Minutes of the Ordinary Meeting of the full Council held on 28 March 2017 at 7.30pm in Rattlesden Village Hall

Approved 25.04.17 (minute 2017/003 refers)

Present: Cllr Kerry Burn (Chairman), Cllr Peter Brooke, Cllr Dan Jewers,
Cllr Julie Rayner and Cllr Ted Wright.

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

2016/111 Apologies for Absence

Accepted from Cllr Bridget Goodchild who was on holiday and Cllr Russell Morley who was absent due to work commitments.

2016/112 Declarations of Interest

None.

2016/113 Minutes of the Last Parish Council Meeting

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

2016/114 The meeting was adjourned for reports from external bodies and for public comment and questions:

114.1 District and County Councillor: Cllr Otton presented her report, as circulated previously. She highlighted her concerns about the Boundary Commission for England review of parliamentary constituencies which had not insignificant implications for Rattlesden, problems with HGVs in the early morning in High Town Green and the housing proposals for Roman Rise/Mitchery Lane which appeared without prior notice either to herself or to the Parish Council.

114.2 Public Discussion: All questions and comments centred on the proposed development by Hartog Hutton Ltd at Roman Rise/Mitchery Lane. Issues were raised about a wide range of matters which reflected the very serious concerns held by residents. The Chairman emphasised that, with no actual application in place, there was nothing that the Parish Council could do at this juncture other than to continue to gather feedback and information. However, as and when any application was received then a public meeting would be likely to be called.

Meeting resumed:

2016/115 Parish Clerk's Report

The Clerk's report was noted. There were no matters arising. Further to an extra issue which had arisen after the report had been written, the Council was asked to consider a resident request for a dog bin on Top Road. After due consideration, it was resolved that a bin be purchased at the earliest in the new financial year.

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2016/116

Planning

116.1 Applications:

0586/17 concerned 6 Rectory Meadow - ground and first floor rear extension. The Council had no objections; and

0979/17 also concerned 6 Rectory Meadow - felling of rotten horse chestnut. The Council had no objections.

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

116.3 Decisions: It was noted that application 5048/16 concerning Hollybush Farmhouse, Holly Bush Lane had been refused.

116.4 Roman Rise/Mitchery Lane: The proposed development by Hartog Hutton Ltd had been discussed fully during the adjournment for public comment and questions (minute 2016/114.2 refers).

2016/117

Finance

117.1 Financial Report: The report to 28 February was received. It was proposed by Cllr Burn, seconded by Cllr Rayner, that the reconciliation be approved and duly signed. The proposal was carried.

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

- ◆ Litter-picker salary (March) - £139.18;
- ◆ Clerk salary (March) - £290.11;
- ◆ PAYE (March) - £72.60;
- ◆ Clerk - reimbursement of costs of two external hard drives plus cases - £104.02; and
- ◆ Clerk - administrative expenses - £43.51.

Income received was duly noted as follows:

- ◆ Business account interest (March) - £0.75;
- ◆ Mid Suffolk District Council - cleansing grant (January-March) - £187.20; and
- ◆ Mid Suffolk District Council - recycling grant (August-January) - £218.35.

117.3 National Minimum Wage: It was resolved that the Council adopt the new minimum wage of £7.50 per hour (for workers aged 25 and over), effective from 1 April 2017, as it applied to Council employees.

117.4 Cemetery Grass-Cutting: With the agreement of The Felsham Gardeners, it was resolved that the contract in place until the end of the 2016-2017 financial year be continued until such time as the extended Cemetery came into being. At that juncture the service requirements would be reviewed and new provisions effected.

2016/118

Council Governance

118.1 New Legislation, Codes or Regulatory Issues: None.

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

118.3 Risk Register: It was resolved that the updated risk register, revised and extended to reflect current issues affecting the Council, be adopted.

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2016/119 Correspondence

There were no issues arising from the list of correspondence.

2017/120 Bus Shelter - Windyridge Road

Given that quotations for replacement options were awaited, it was agreed that this matter be deferred until the next meeting.

2016/121 Cemetery

Councillors resolved to create a project group to plan for and work on the development and implementation of the extended Cemetery. It was agreed that membership comprise Cllr Brooke, Cllr Burns, Cllr Jewers and Mr John Lee (The Felsham Gardeners).

2016/122 Matters to be Brought to the Attention of the Council

None.

2016/123 Next Meeting

It was noted that the next Ordinary Meeting of the Council would be held on Tuesday 25 April at 7.30pm in Rattlesden Village Hall.

2016/124 Motion to Exclude the Press and Public

It was resolved to exclude the press and public from the meeting for the final agenda item on the grounds that, while the decision was of public interest and would need to be recorded formally, the discussion leading to that decision would be likely to involve personal data which it was not in the public interest to disclose and which needed to be properly safeguarded on behalf of the individual concerned.

2016/125 Parish Clerk

The Parish Clerk left the meeting for this item.

As required by the contract of employment, the Council conducted the annual review of the salary of the post-holder following which it was agreed that, with effect from 1 April, the rate be increased to £11.054 per hour (NJC scale LC1 - spinal column point 23).

The meeting closed at 8.54pm.