

# RATTLESDEN PARISH COUNCIL

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## Minutes of the Ordinary Meeting of the full Council held on 30 January 2018 at 7.30pm in Rattlesden Village Hall

Approved 20.02.18 (Minute 2017/098 refers)

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

**In Attendance:** 11 members of the public; and  
Parish Clerk: Doug Reed.

**2017/083 Apologies for Absence**

Accepted from Cllr Dan Jewers who was on holiday.

**2017/084 Declarations of Interest**

Cllr Goodchild declared a disclosable pecuniary interest in agenda item 5.1 (minute 2017/087.1) as her partner was directly involved in the housing development at Roman Rise/Mitchery Lane; and a disclosable pecuniary interest in agenda item 6.2 (minute 2017/088.2) as a potential recipient of expenses from Council funds;

**2017/085 Minutes of the Last Parish Council Meeting**

It was proposed by Cllr Morley, seconded by Cllr Brooke, that the minutes of the Ordinary Meeting of the Parish Council, held on 5 December, be signed as a true record. The proposal was carried.

**2017/086 The meeting was adjourned for reports from external bodies and for public comment and questions:**

**086.1 District and County Councillor:** Cllr Otton had sent apologies for absence. Her report had been circulated previously.

**086.2 Public Discussion:** A resident confirmed that the Rattitude festival would be held again, this year on 16 June, and asked for any support the Council could provide. The Chairman offered to meet with the resident to explore options. Otherwise comments centred on the proposed housing development on land adjacent to Roman Rise.

**Meeting resumed:**

**2017/087 Planning**

**087.1 Applications:**

DC/18/00125 and DC/18/00126 Dawes Farm, Stowmarket - demolition of modern porch and erection of single storey cloakroom and toilet; and Listed Building Consent. The Council had no objection;

DC/18/00229 land adjacent to Roman Rise - outline planning application (with some matters reserved). Hybrid planning application comprising (i) outline planning application for the erection of 22 dwellings (including eight affordable homes); and (ii) planning application for change of use of land to public open space. *Cllr Goodchild left the meeting for this item.*

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After some discussion, and in the light of resident concerns, it was agreed that the Council view on this application be deferred pending an 'open meeting' on the subject which would be scheduled for 6 February.

Councillors would then formalise a response at the next Ordinary Meeting of the Council which, it was subsequently agreed, should be brought forward from 27 February to 20 February; and

DC/18/00442 6 Rectory Meadow - fell one pine tree. Councillors had some concerns about the need for this tree to be removed but resolved to seek the advice of the Council Tree Officer whose judgement would be used as the basis of the response to Mid Suffolk District Council.

**087.2 Applications - Responses:** Given a deadline in advance of the meeting, councillors had necessarily considered application DC/18/00030 Orebic House, High Street - removal of one pine tree, two horse chestnut trees and one hawthorn tree. The Council had no objection.

**087.3 Decisions:** It was noted that applications DC/17/04714 Corner Farm Bungalow, High Town Green, DC/18/00030 Orebic House, High Street and DC/17/05100 Rose Cottage, High Town Green had been granted.

**087.4 Community Space (Application DC/18/00229):** The Council resolved that should the housing development on land adjacent to Roman Rise be granted planning permission, that it would be prepared to take on the ownership of the community space encompassed by the application. In agreeing in principle, councillors were mindful of the fact that this would not preclude any objection to the application itself; and, further, that any agreement would be subject to an exploration with the developer about what conditions and facilities might apply to the land.

## 2017/088

### Finance

**088.1 Financial Report:** The report to 31 December was received. It was noted that the TSB current account stood at £6,048.24 and the deposit account at £13,506.22 further to which it was proposed by Cllr Goodchild, seconded by Cllr Morley, that the reconciliation be approved and duly signed. The proposal was carried.

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

- ◆ Litter-picker: salary (January) - £144.98;
- ◆ Clerk: salary (January) - £309.69;
- ◆ HMRC: PAYE (January) - £77.20;
- ◆ The Felsham Gardeners: Cemetery hedge-cutting - £350.00;
- ◆ Mr Roger Heard: 447th Bomb Group Memorial grass-cutting - £60.00 (Section 137 expenditure);
- ◆ Rattlesden Village Hall Committee: village hall hire - £30.00;
- ◆ Clerk: reimbursement of costs of voucher for internal auditor - £40.00 (Chairman's allowance); and
- ◆ Clerk: administrative expenses - £54.16;
- ◆ Cllr Goodchild: reimbursement of costs for World War I commemorative services - £135.00 (Section 137 expenditure);
- ◆ Mid Suffolk District Council: grass-cutting and grounds service - £175.00 + £35.00 VAT;

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- ◆ Mid Suffolk District Council: refuse sacks - £26.98 + £5.40 VAT;
- ◆ Rattlesden Parochial Church Council: contribution towards the printing costs of "Revelations" - £50.00 (Section 137 expenditure); and
- ◆ Anglian Water: Cemetery water - £14.63.

An additional payment was approved, not listed on the schedule. This was to Mr Nigel Mayall for £35.00 for emergency tree work at Cemetery Green following damage caused during recent high winds.

Income received was duly noted as follows:

- ◆ TSB: business (deposit) account interest (December) - £0.59;
- ◆ TSB: business (deposit) account interest (January) - £0.54; and
- ◆ Andrew Bingham Independent Funeral Service: Cemetery fees - £100.00.

**088.3 Grass-Cutting 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 £181.00 plus VAT. It was proposed by Cllr Rayner, seconded by Cllr Burn, that the service agreement be accepted. The proposal was carried.

**088.4 Budget 2018-2019 and Precept 2018-2019:** Councillors debated the budget for the forthcoming year given several known areas where costs were due to rise. It was felt that some flexibility was needed within the budget to enable the Council to provide more support to village initiatives, support on-going and developing projects, fund asset repairs and maintenance, and work required at the extended Cemetery. Taking all matters into account, it was proposed by Cllr Morley, seconded by Cllr Brooke, that Parish Council element of the Band D council tax be raised by £6.00 with the effect of increasing the precept requirement to £12,590.00. The proposal was carried.

**088.5 Cemetery Grass-Cutting:** Five potential contractors had been invited to submit bids to undertake grass-cutting and related services at the Cemetery for the next two years. It was proposed by Cllr Burn, seconded by Cllr Morley, that the quotation from The Felsham Gardeners be accepted. The proposal was carried.

**088.6 Chairman's Allowance:** Further to the voucher already agreed for the internal auditor, it was resolved that a £25.00 gift be secured for presentation to the bugler who committed to the services held to commemorate the Rattlesden service personnel who died in World War I.

## 2017/089 Council Governance

**089.1 New Legislation, Codes or Regulatory Issues:** It was noted that the General Data Protection Regulation would come into force in May and that there were important implications for the Council. The Clerk would prepare a briefing note and action list to be brought back to either the February or March Council meeting.

**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.

## 2017/090 Correspondence

There were no issues arising from the list of correspondence.

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## **2017/091 World War I Commemorative Services**

The slightly adjusted programme, as recommended by Cllr Goodchild, was agreed by the Council. This would have the effect of reducing the number of services to three in 2018 with the last such service being on 22 August.

## **2017/092 World War II Project**

The Council was made aware of the intention of a resident to produce a ledger to commemorate the Americans who were based at Rattlesden and gave their lives in World War II. Councillors, in recognition of the historical importance of such a project to the village, resolved to support the work to a maximum cost of £250.00.

## **2017/093 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.

## **2017/094 Matters to be Brought to the Attention of the Council**

Councillors had previously agreed to the purchase of a plaque to acknowledge the generous financial support which enabled the purchase of a community defibrillator. After reviewing options, Cllr Brooke reported that this could be secured for no more than £50.00. This was agreed. It was also agreed that a letter of thanks be sent to the River Working Group for their on-going excellent efforts on behalf of the village. Cllr Morley asked that Suffolk Highways be contacted about the recent HGV signs erected which, for the most part, only served to hinder rather than help the problem in Birds Green and Lower Road. The Clerk would follow-up this matter. Finally, Cllr Goodchild highlighted the work undertaken by a resident to clear the pavement on Rising Sun Hill. Not only was this felt to demand an acknowledgement but also future action to ensure the problem did not recur.

## **2017/095 Next Meeting**

It was agreed that the next Ordinary Meeting of the Council be brought forward to Tuesday 20 February at 7.30pm in Rattlesden Village Hall.

**The meeting closed at 9.16pm.**