

# RATTLESDEN PARISH COUNCIL

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## Minutes of the Ordinary Meeting of the full Council held on 27 March 2018 at 7.30pm in Rattlesden Village Hall

*Approved 27.03.18 (Minute 2018/003 refers)*

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

**In Attendance:** County and District Cllr Penny Otton;  
One member of the public; and  
Parish Clerk: Doug Reed.

**2017/108 Apologies for Absence**

Accepted from Cllr Russell Morley who was absent due to business commitments.

**2017/109 Declarations of Interest**

Cllr Burn declared a non-pecuniary interest in agenda item 6.2 (minute 2017/113.2) as an employee of Suffolk Cloud, the provider of the current village Website.

**2017/110 Minutes of the Last Parish Council Meeting**

It was proposed by Cllr Burn, seconded by Cllr Brooke, that the minutes of the Ordinary Meeting of the Parish Council, held on 20 February, be signed as a true record. The proposal was carried.

**2017/111 The meeting was adjourned for reports from external bodies and for public comment and questions:**

**111.1 District and County Councillor:** Cllr Otton presented her report, as circulated previously. She noted in particular that, due to the recent bad weather, maintenance work by Suffolk Highways was likely to be behind schedule. Further, that she would be using her County Council Locality Budget to support the Rattitude festival and that, for 2018-2019, she would also have available a Locality Budget from Mid Suffolk District Council to support local projects and initiatives.

**111.2 Public Discussion:** None.

**Meeting resumed:**

**2017/112 Planning**

**112.1 Applications:**

DC/18/01136 Keepers Mead, Lower Road - remove one sycamore tree.  
The Council had no objection.

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

**112.3 Decisions:** It was noted that applications DC/18/00442 6 Rectory Meadow, DC/18/00125 and DC/18/00126 Dawes Farm, Stowmarket Road and DC/17/06191 Roschel House, High Street had been granted.

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2017/113

## Finance

**113.1 Financial Report:** The report to 28 February was received. It was noted that the TSB current account stood at £3,302.83 and the deposit account at £13,507.33 further to which it was proposed by Cllr Burn, seconded by Cllr Goodchild, that the reconciliation be approved and duly signed. The proposal was carried.

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

- ◆ Litter-picker: salary (March) - £144.98;
- ◆ Clerk: salary (March) - £309.49;
- ◆ HMRC: PAYE (February) - £77.40;
- ◆ Mr Nigel Mayall: planting of hedge in the Cemetery - £630.00;
- ◆ Clerk: administrative expenses - £28.51; and
- ◆ Suffolkbiz (Suffolk Cloud): Website hosting - £100.00.

Income received was duly noted as follows:

- ◆ TSB: business (deposit) account interest (March) - £0.52;
- ◆ Mid Suffolk District Council: cleansing grant (October-December) - £204.10;
- ◆ Mid Suffolk District Council: cleansing grant (January-March) - £204.10; and
- ◆ Mid Suffolk District Council: recycling grant (August-January) - £242.57.

**113.3 National Minimum Wage:** It was resolved that the Council adopt the new minimum wage of £7.83 per hour (for workers aged 25 and over), effective from 1 April 2018, as it applied to Council employees.

2017/114

## Council Governance

**114.1 New Legislation, Codes or Regulatory Issues:** None.

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

2017/115

## Correspondence

There were no issues arising from the list of correspondence.

2017/116

## Parish Clerk's Report

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

2017/117

## Matters to be Brought to the Attention of the Council

The proposed new format for the Annual Parish Meeting was confirmed with a process for enabling questions from residents agreed. An article about litter would be submitted for the next issue of "Revelations" (newsletter) and a resident suggestion that bulbs be planted on Cemetery Green would be pursued. Cllr Jewers reported that, at the appropriate time, grass seed would be put down on the repaired section of the common land in Birds Green. The next Council meeting agenda would include an item, for consideration and potential action, on local projects and developments which councillors might wish to support in funding terms.

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**2017/118 Next Meeting**

It was noted that the next Ordinary Meeting of the Council would be held on Tuesday 24 April at 7.30pm in Rattlesden Village Hall.

**2017/119 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.

**2016/120 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 £11.777 per hour (NJC scale LC1 - spinal column point 25).

**The meeting closed at 8.16pm.**