

RATTLESDEN PARISH COUNCIL

Members of the Council:

You are hereby summoned to an **Ordinary Meeting of the Parish Council which will be held in the Village Hall on Tuesday 25 September 2018 at 7.30pm** for the purpose of transacting the business below.

Members of the public: are very welcome to attend and may address the Council under item five on the agenda.

Reporting on Meetings: Except where members of the public have been excluded due to the confidential nature of the business, any person may film, photograph, audio record or use social media to report on meetings of the Council, including any public comment and/or questions. Any person intending to report in this way is asked to give notice before the start of the meeting to the Clerk or Chairman of the Council to enable reasonable facilities to be afforded.

AGENDA

1. To receive any apologies for absence.
2. **To receive, from Members, any declarations of interest in items on the agenda in accordance with the Council's Code of Conduct.**
3. **To approve the minutes of the Ordinary Meeting of the Parish Council held on 31 July 2018.**
4. **To receive a report from the County and District Councillor.**
5. **To invite public questions or comment on any matter on this agenda.**
6. **Planning:**
 - 6.1 To consider any applications received.
 - 6.2 To note any applications considered the deadlines for which were ahead of this meeting and for which an extension for comments was not possible.
 - 6.3 To note any planning applications granted/refused including:
DC/18/02666 - **granted** - Marlborough House, Poy Street Green - erection of single-storey rear extension.
7. **Finance:**
 - 7.1 To receive the Clerk's financial report.
 - 7.2 To authorise payments as presented and to note income received.
 - 7.3 To receive a report on the meeting with Mid Suffolk District Council regarding the loss of Section 106 funding and future grant opportunities.
8. **Working Group Reports:**
 - 8.1 Housing Development
 - 8.2 Finance and Development

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9. **Kerbing:**

To consider quotations received for work in Birds Green and at Cemetery Green and to take action as appropriate.

10. **Casual Vacancy:**

To consider the applications for co-option to fill the current vacancy on the Council and to take action as appropriate.

11. **Correspondence:**

To consider the list of correspondence received and to take action as appropriate.

12. **Parish Clerk's Report.**

13. **Council Governance:**

13.1 To consider any new legislation, codes or regulatory issues and to take action as appropriate.

13.2 To determine if any Council decisions or actions impact upon its risk register, policies and/or internal controls.

14. Matters to be brought to the attention of the Council either for information or for inclusion on the agenda of a future Ordinary Meeting.

15. **Next Meeting:**

To note that the next Ordinary Meeting of the Parish Council is scheduled for Tuesday 30 October in the Village Hall beginning at 7.30pm.



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Report to the Ordinary Meeting of 25 September 2018

Agenda Item 7.2: Payments and Income

Councillors are recommended to authorise the following payments:

To:	Reason	Pay men t (£s)	VAT (£s)	Tota l (£s)
Litter-Picker	Salary: September 2018 (19.33 hours @ £7.83)	151. 35	N/A	151. 35
Parish Clerk	Salary: September 2018 (35 hours @ £12.012) Gross: £420.42 - Net £336.42 [PAYE: £84.00]	336. 42	N/A	336. 42
HMRC	PAYE (as above)	84.0 0	N/A	84.0 0
Mr Roger Heard	447th Bomb Group Memorial: grass-cutting (July and August)	120. 00	0.00	120. 00
The Felsham Gardeners	Single grass-cut at Rattlesden cemetery @ £200.00	200. 00	0.00	200. 00
Rattlesden Village Hall Committee	Hire of the Village Hall (24.04.18, 22.05.18, 03.07.18 and 31.07.18) @ £7.50	30.0 0	0.00	30.0 0
Cllr Goodchild	Reimbursement of costs of bugler and flowers for World War I commemoration services	65.0 0	N/A	65.0 0
	TOTAL	£98 6.77	£0.0 0	£986 .77

Notes

Councillors are asked to note the following income received:

From:	Reason	Tota l (£s)
TSB	Business account interest (August)	0.58
Mid Suffolk District Council	Precept (Part 2)	6,29 5.00
Mid Suffolk District Council	Cleansing Grant (April-June)	204. 10
Andrew Bingham	Cemetery fees	100.

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Independent Funeral Service		00
HMRC	2017-2018 VAT refund	1,55 4.41
	TOTAL	£8,1 54.0 9

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Agenda Item 11: Correspondence Received

For more information on any item listed below (not otherwise circulated) or you require a copy of any correspondence then please do not hesitate to contact the Clerk.

Item	From	Subject	Action
1	Local Government Boundary Commission	New electoral arrangements for Mid Suffolk District Council - final recommendations	Forwarded to all councillors.
2	Resident	Various e-mails regarding Cemetery Green.	Forwarded to all councillors.
3	Hartog Hutton Ltd	Concerning possible support for work to Cemetery Green.	Forwarded to all councillors.
4	Cllr Otton	County Council e-mails regarding highways matters.	Forwarded to all councillors.
5	Suffolk County Council	Opportunity to propose changes to the cutting schedule for rights of way.	Forwarded to all councillors; and the Footpaths Officer.
6	Cllr Otton	Copy of e-mail from Mid Suffolk District Council regarding HGVs at the Buffer Store in High Town Green.	Forwarded to all councillors.
7	Mid Suffolk District Council	Outcome of meeting regarding 'lost' Section 106 funding.	Forwarded to all councillors.
8	447th Bomb Group Association	Thanks to the Parish Council for support with memorial grass-cutting and commemorative book.	Forwarded to all councillors.
9	Resident	E-mails concerning problems with rubbish at the Barn Owl campsite.	Forwarded to all councillors.
10	Suffolk County Council	Concerns regarding Parish Council proposals to kerb Cemetery Green and the grass area in Birds Green.	Forwarded to all councillors.
11	Mid Suffolk District Council	Councillor Achievement Awards.	Forwarded to all councillors.
12	Suffolk County Council	Advice regarding grit bins.	Forwarded to all councillors.
13	Camping and Caravanning Club	Response to Parish Council concerns regarding the Barn Owl campsite.	Forwarded to all councillors.
14	Resident	Comments on the Camping and Caravanning Club response to the Parish Council regarding the Barn Owl campsite.	Forwarded to all councillors.

NB: Circulars are not normally listed unless they have any possible relevance to the Council; likewise, correspondence which has been received which relates to

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specific agenda items and has been circulated for those items, e.g. planning applications and decisions, and quotations for work.

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Agenda Item 12: Parish Clerk's Report

Post-Box - Brettenham Road: The officer at Royal Mail (Ipswich) responsible for post boxes, as councillors will have seen, failed to get back in touch with information as to when it would be replaced and so, given the lack of any response to e-mails or telephone calls, I submitted a formal complaint to Royal Mail. Concerned residents have been kept informed about the situation and the Council efforts.

Suffolk InfoLink: Suffolk InfoLink is the Suffolk County Council on-line directory of community information; local clubs, societies, community and voluntary organisations, and services. I have updated the entry for Rattlesden Parish Council which you can find via this link: <http://infolink.suffolk.gov.uk/kb5/suffolk/infolink/about.page>.

VAT Claim: The Council claim for the reimbursement of VAT for 2017-2018 has been actioned successfully by Her Majesty's Customs and Revenue (HMRC) and £1,554.41 duly received which, being uncommitted, is now available for any Council projects or initiatives.

Poy Street Green: A resident reported problems with overgrown/overhanging hedges and trees obstructing the highway. Following the 'no action' response from Suffolk Highways which was forwarded to the resident, a letter was received asking the Parish Council to review its position. A response was sent to the resident (as copied to councillors) explaining the limitations of Parish Council powers and that it could only seek to lobby for remedial action rather than take matters into its own hands. However, I did re-report the problem using the on-line facility open to both councils and residents.

Lower Road Bridge: As notified to Cllr Morley, the crown of the bridge was said to be becoming more pronounced - suggesting a degree of collapse to the sides. Apparently, there is no obvious evidence of cracking but concerns remain that there may have been some movement (not least, given the recent hot summer). This was reported to Suffolk Highways but it would seem that, following an inspection, all is considered to be well.

Cemetery Records: I am in the process of updating some of the records. Two enquiries about family members buried in the Cemetery plus a plot reservation which has emerged from some years ago but which was, seemingly, not recorded prompted me to check on all outstanding situations. In so doing, information has emerged which can be added to the detailed records already held. I am hopeful that, once completed, the records might be able to be made available on the Website - not least, in the hope of uncovering further 'missing' data.

Kerbing: I have identified and been meeting with potential contractors able to do the work which the Council may wish to pursue in Birds Green and at Cemetery Green. The process has been less than straightforward with Suffolk Highways being particularly slow in its responses and somewhat unhelpful as well. I will hope to have full details available for councillors in good time for the meeting.