

RATTLESDEN PARISH COUNCIL

No Meeting of the Parish Council can be held in the Village Hall (or any other indoor venue) due to the coronavirus (COVID-19) pandemic.

Members of the Council: are hereby summoned to an **Ordinary Meeting of the Parish Council which will be held on-line (using Zoom) on Tuesday 29 September 2020 at 7.00pm** for the purpose of transacting the business below.

Members of the Public: are very welcome to attend on-line (by application, in advance, to the Parish Clerk by 5.00pm on Monday 28 September - details below) and may address the Council but only under item five on the agenda.

Reporting on Meetings: Except where members of the public are excluded due to the confidential nature of the business being considered, any person may film, photograph, audio record or use social media to report on Council meetings. Any person intending to do so is asked to notify the Clerk or Chairman before the start of the meeting..

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 25 August 2020.**
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 note those applications considered by e-mail due to the coronavirus (COVID-19) pandemic which prevented discussion in a public meeting:
 - 6.2 To note any planning applications granted/refused including:
DC/20/02873 1A Top Road - granted - erection of first floor rear extension (amendment to approved DC/19/03223 changing dormer to gable roof; and DC/20/02888 and DC/20/02889 La Reve, Birds Green - granted -
 - i) re-roofing and new cladding to existing side and rear lean-to extensions;
 - ii) replacement window to rear elevation of rear lean-to extension;
 - iii) replacement sashes to first floor window in side elevation of main cottage; iv) existing window in side extension to be blocked up and new window in existing opening; v) replacement outbuilding; and Listed Building Consent.
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 review the report of the internal auditor regarding the 2019-2020 financial year, to consider matters raised and to take action as appropriate.

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- 7.4 To approve the adoption of the newly-agreed NJC pay scales, as contractually applicable to the Council post of Clerk, to be applied from 1 April 2020 and the resultant salary implication (increase of 37p per hour).
8. **Matters to be brought to the attention of the Council either for information or for inclusion on the agenda of a future Ordinary Meeting.**
9. **Next Meeting:**
Subject to confirmation (i.e. any change in the situation concerning the pandemic) to note that the next Ordinary Meeting of the Parish Council is scheduled for Tuesday 27 October in the Village Hall beginning at 7.30pm.



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Report to the Ordinary Meeting of 29 September 2020

Agenda Item 7.2: Payments and Income

Councillors are recommended to authorise the following payments which, if approved, will be paid by electronic transfer (Bank FPO) - except for the salary for the litter-picker for which a cheque process has been established:

To:	Reason	Payment (£s)	VAT (£s)	Total (£s)
Litter-Picker	Salary: September 2020 (19.33 hours @ £8.72)	168.56	N/A	168.56
Parish Clerk	Salary: September 2020 (35 hours @ £14.05); plus Arrears: from April 2020 (175 hours @ £0.37 Gross: £556.50 - Net £445.30 [PAYE: £111.20]	445.30	N/A	445.30
HMRC	PAYE (as above)	111.20	N/A	111.20
Mr Roger Heard	447th Bomb Group Memorial: grass-cutting (August)	62.00	0.00	62.00
The Felsham Gardeners	Single grass-cut at Rattlesden cemetery @ £200.00	200.00	0.00	200.00
The Felsham Gardeners	Attending to broken tree branch - High Street/Cemetery Green	10.00	0.00	10.00
Mid Suffolk District Council	Box of black sacks (for Council litter-picker)	14.45	2.89	17.34
	TOTAL	£1,011.51	£2.89	£1,014.40

Notes:

Councillors are asked to note the following income received:

From:	Reason	Total (£s)
TSB	Business account interest (September)	10.65
Mid Suffolk District Council	Precept (part 2)	9,238.00
	TOTAL	£9,248.65