

RATTLESDEN PARISH COUNCIL

Minutes of the Ordinary Meeting of the full Council held on 25 April 2017 at 7.00pm in Rattlesden Village Hall

Approved 23.05.17 (minute 2017/202 refers)

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

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

2017/001 Apologies for Absence
None.

2017/002 Declarations of Interest
Cllr Burn declared a non-pecuniary interest in agenda item 7.2 (minute 2017/007.2) as an employee of Suffolk Cloud, the provider of the current village Website.

2017/003 Minutes of the Last Parish Council Meeting
It was proposed by Cllr Brooke, seconded by Cllr Jewers, that the minutes of the Ordinary Meeting of the Parish Council, held on 28 March, be signed as a true record. The proposal was carried.

2017/004 The meeting was adjourned for reports from external bodies and for public comment and questions:
004.1 District and County Councillor: Cllr Otton presented her report, as circulated previously.

004.2 Public Discussion: Residents spoke to thank the Council for responding positively and quickly to the request for a dog bin on Top Road, and to raise further concerns about HGV traffic in High Town Green. It was confirmed that action had been taken on the latter and that pressure would continue to be applied to Suffolk Highways, Mid Suffolk District Council and the company believed to be operating the facility causing the concern.

Meeting resumed:

2017/005 Planning
005.1 Applications: 1271/17 Holly Bush Farmhouse, Hollybush Lane - internal alterations to create a walk-in wardrobe and shower room. The Council had no objection.
005.2 Applications - Responses: There were no applications which had had to be considered in advance of the meeting because of their deadlines.
005.3 Decisions: It was noted that applications 0249/17 Rattlesden Gliding Club, High Town Green and 0979/17 6 Rectory Meadow had been granted.

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2017/006

Council Governance

006.1 New Legislation, Codes or Regulatory Issues: None.

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

006.3 Annual Return 2016-2017: A review of the effectiveness of the Council governing arrangements and systems of internal control was carried out further to which it was resolved that the controls and systems in place were adequate and effective. Accordingly, it was proposed by Cllr Goodchild, seconded by Cllr Jewers, that Section 1 of the Annual Return ("Annual Governance Statement 2016/17 for Rattlesden Parish Council") be approved, completed and duly signed, as required, by the Chairman and Clerk. The proposal was carried.

006.4 Asset Register: Further to recent inspections, the updated Register of Council Assets was received. It was proposed by Cllr Morley, seconded by Cllr Rayner, that it be approved as a true record. The proposal was carried.

2017/007

Finance

007.1 Financial Report: The report to 31 March was received, which included a full breakdown of budget variances for 2016-2017. It was noted that the TSB current account stood at £1,639.45 and the deposit account at £19,499.59. It was proposed by Cllr Rayner, seconded by Cllr Morley, that the reconciliation be approved and duly signed. The proposal was carried.

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

- ◆ Litter-picker: salary (April) - £144.98;
- ◆ Clerk: salary (April) - £309.69;
- ◆ HMRC: PAYE (April) - £77.20;
- ◆ Suffolk County Council: allotment rent - £34.00;
- ◆ Glasdon UK Ltd: dog bin - £86.52 + £17.30 VAT;
- ◆ Rattlesden Parochial Church Council: contribution towards the printing costs of "Revelations" - £50.00 (Section 137 expenditure);
- ◆ Suffolkbiz (Suffolk Cloud): Website hosting - £100.00;
- ◆ Rattlesden Village Hall Committee: village hall hire - £22.50;
- ◆ Mr David Peachey: materials for and installation of dog bin - £54.17; and
- ◆ Mr Roger Heard: 447th Bomber Group Memorial grass-cutting - £56.25 (Section 137 expenditure).

Income received was duly noted as follows:

- ◆ TSB: business (deposit) account interest (April) - £0.85;
- ◆ Mid Suffolk District Council: precept (part 1) - £5,023.00; and
- ◆ Hanchets: Cemetery fees - £150.00.

007.3 Budget 2017-2018: It was proposed by Cllr Rayner, seconded by Cllr Brooke, that the budget for 2017-2018, updated to reflect money carried forward from 2016-2017 and further known costs, be approved. The proposal was carried.

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007.4 Accounts 2016-2017: It was proposed by Cllr Goodchild, seconded by Cllr Morley, based upon the approved annual accounts, that Section 2 of the Annual Return ("Accounting Statements 2016/17 for Rattlesden Parish Council") be approved, completed and duly signed, as required, by the Chairman and Clerk. The proposal was carried.

007.5 Cemetery Extension: Given the need to progress matters at the earliest without hindrance, and given that finances had already been already aside specifically for the Cemetery extension, it was proposed by Cllr Goodchild, seconded by Cllr Rayner, that the Cemetery Project Group be authorised to approve expenditure on the work required, between Council meetings, up to a maximum of £1,000.00. Any potential expenditure in excess of that amount would need to be placed on the agenda for the next meeting of the full Council. The proposal was carried.

007.6 Bus Shelter: With replacement options now available in writing the Council resolved, subject to a successful insurance claim, to seek a replacement shelter comprising block work and rendered walls with a red brick plinth and composite corrugated roof at a cost of £4,200.00. The Clerk would now pursue the insurance claim on behalf of the Council.

2017/008 Telephone Kiosk

Cllr Goodchild briefed councillors on the proposed use of the telephone kiosk to highlight and promote the history of the village. The proposal was based upon work undertaken by the Local History Group and would, potentially, involve the support of the Community Shop/Post Office. The proposal was unanimously welcomed by the Council which offered its complete support for the intentions.

2017/009 Matters to be Brought to the Attention of the Council

Cllr Brooke noted that the defibrillator for the village had arrived but that installation awaited the availability of an electrician who could provide relevant certification for undertaking the work. Cllr Wright hoped that he might be able to source an appropriate professional. Cllr Goodchild reminded councillors of forthcoming services to commemorate Rattlesden deaths from World War I.

2017/010 Next Meeting

It was noted that an Extraordinary Meeting of the Council would be held on Tuesday 25 April at 8.00pm in Rattlesden Village Hall.

The meeting closed at 7.36pm.