

# RATTLESDEN PARISH COUNCIL

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**Minutes of the Ordinary Meeting of the full Council held on-line  
(via the Zoom video conferencing facility)  
on 27 April 2021 at 7.00pm in the absence of a public Ordinary Meeting which  
could not be convened due to the coronavirus (COVID-19) pandemic.  
*Approved 04.05.21 (Minute 2021/018 refers)***

**Present:** Cllr Kerry Burn (Chairman), Cllr Peter Brooke, Cllr Tony Edwards,  
Cllr Dan Jewers, Cllr David Goodlad, Cllr Russell Morley and  
Cllr Julie Rayner.

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

**2021/001 Apologies for Absence**  
None.

**2021/002 Declarations of Interest**  
None.

**2021/003 Minutes of the Last Parish Council Meeting**  
It was proposed by Cllr Burn, seconded by Cllr Rayner, that the minutes of the Ordinary Meeting of the Parish Council, held on 30 March, be signed as a true record. The proposal was carried.

**2021/004 District and County Councillor Report**  
Cllr Otton presented her report, as circulated previously. She noted that Suffolk County Council was working with Suffolk Constabulary on an automatic number plate recognition (ANPR) camera project with the devices employed at speeding hotspots around the county. Further, that money had been secured from the Highways Investment Fund (HIF) to improve road marking and signs near schools and that new support had been announced for the Quiet Lane Scheme which promotes the needs and safety of all users of narrow, rural roads.

**2021/005 Public Comment and Questions**  
None.

**2021/006 Planning**  
**006.1 Applications:**  
DC/21/01984 Walnut Tree Farm, Mitchery Lane - erection of three-bay cart lodge and replacement treatment plant. The Council had no objection; and DC/21/02415 Glebelands House, High Street - works to trees in a Conservation Area - fell three hornbeams as they are very old and dying off (potentially a danger to ourselves and adjoining neighbours). Replace with four new hornbeam, maple trees or similar species. Fell two yew trees due to overcrowding with adjacent yews and excessive shading and close proximity properties. The Council had no objection.

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**006.2 Applications - Responses:** There were no applications which had had to be considered by e-mail due to the coronavirus (COVID-19) pandemic precluding discussion in a public meeting.

**006.3 Decisions:** It was noted that application DC/21/00966 Bruges Cottage, Lower Road had been granted.

## **2021/007 Governance: Annual Governance and Accountability Return 2020-2021**

The Council noted and approved the record of annual governance 2020-2021 completed by the Clerk and duly authorised by Cllr Morley as Finance Councillor on the basis of which it was proposed by Cllr Burn, seconded by Cllr Brooke, that Section 1 of the Annual Governance and Accountability Return 2020/21 Part 3 - "Annual Governance Statement 2020/21" for Rattlesden Parish Council - be approved, completed and duly signed, as required, by the Chairman and Clerk. The proposal was carried.

## **2021/008 Finance**

**008.1 Financial Report:** The report to 31 March was received. It was noted that the TSB current account stood at £8,378.51 and the deposit account at £25,253.12 further to which it was proposed by Cllr Burn, seconded by Cllr Morley, that the reconciliation be approved and duly signed. The proposal was carried.

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

- ◆ Litter-picker: salary (April) - £172.23;
- ◆ Clerk: salary (April) - £403.90;
- ◆ HMRC: PAYE (April) - £100.80;
- ◆ Suffolk Association of Local Councils: subscription - £391.55;
- ◆ The Felsham Gardeners: Cemetery and village maintenance - £275.00;
- ◆ Suffolk County Council: allotment rent - £34.00; and
- ◆ Anglian Water Business Ltd (National): Cemetery water - £13.14.

In addition, further to support given recently to the Community Council it was resolved that the Council should fund the grass and vegetation cutting at the Village Hall in the sum of £165.00.

Income received was duly noted as follows:

- ◆ TSB: business (deposit) account interest (April) - £6.43;
- ◆ Mid Suffolk District Council: precept (part 1) - £10,366.00;
- ◆ Mid Suffolk District Council: council tax support grant - £314.00;
- ◆ HMRC: 2020-2021 VAT refund - £199.36; and
- ◆ Mid Suffolk District Council: Community Infrastructure Levy - £26,805.66.

## **008.3 Finance: Accounting Statements: Annual Governance and Accountability Return 2020-2021:**

It was proposed by Cllr Burn, seconded by Cllr Rayner, based upon the approved annual accounts, that Section 2 of the Annual Governance and Accountability Return 2020/21 Part 3 - "Accounting Statements 2020/21" for Rattlesden Parish Council - be approved, completed and duly signed, as required, by the Chairman and Clerk. The proposal was carried.

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**008.4 Budget 2021-2022:** It was resolved that the budget for 2021-2022, updated and amended to reflect money carried forward from 2020-2021 and further known costs, be approved.

**2021/009 Rattlesden Church of England Primary Academy**

A meeting to discuss a possible library at the School was imminent and would be attended by Cllr Jewers and Cllr Burn on behalf of the Parish Council. Potential support for the project was considered with the opportunity to use Community Infrastructure Levy funding given that this money, secured as a product of housing developments, be employed in infrastructure schemes to the benefit of the village. Councillors authorised Cllr Jewers and Cllr Burn to act for the Council in offering financial support up to an estimated £18,000.00. Assuming the project was to progress then it was suggested that the Head Teacher be invited to a future Council meeting to discuss matters in more detail.

**2021/010 Matters to be Brought to the Attention of the Council**

Regarding future meetings, it was agreed that the Council should aim to have a return to public face-to-face meetings from September although it was noted that the situation with the pandemic could change yet again in the coming weeks and demand a different approach. The Clerk would monitor national guidance on meetings whilst seeking to make arrangements over use of the Village Hall.

**2021/011 Cllr Rayner**

For personal reasons Cllr Rayner had given notice of her intention to resign her role as councillor. As Chairman, Cllr Burn recorded the very grateful thanks of both the Council and the village for all that she had undertaken, for carrying out the role of Vice-Chairman so willingly and ably, and for the commitment and enthusiasm she brought to the Council.

**2021/012 Next Meeting**

It was noted that the Annual Meeting of the Council would be held on-line (via the Zoom video conferencing facility) on Tuesday 4 May at 7.00pm.

**The meeting closed at 7.40pm.**