

RATTLESDEN PARISH COUNCIL

Minutes of the Ordinary Meeting of the full Council held on 26 October 2021 at 7.30pm in Rattlesden Village Hall

Approved 23.11.21 (Minute 2021/040 refers)

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

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

2021/024 Apologies for Absence

None.

2021/025 Declarations of Interest

None.

2021/026 Minutes of the Last Parish Council Meeting

It was proposed by Cllr Burn, seconded by Cllr Edwards, that the minutes of the Annual Meeting of the Parish Council, held on 4 May, be signed as a true record. The proposal was carried.

2021/027 District and County Councillor Report

Cllr Otton presented her report, as circulated previously. She noted that the Joint Local Plan being put forward by Babergh and Mid Suffolk District Councils had been further delayed, that the County Council had started its review of HGV routes to which the Parish Council would be invited to contribute and that she was seeking a meeting about a possible KATCH response bus to which the Parish Council would also be invited.

2021/028 Public Comment and Questions

A resident raised concerns about a number of footpaths around the village which found support with councillors. It was agreed that the Clerk would report these to the West Area Rights of Way Team at the County Council, not least since these same footpaths had been the subject of reports earlier in the year. Another resident sought help from the Council in relation to parking matters in High Street further to which, given that issue involved both Suffolk Highways and Mid Suffolk District Council, Cllr Otton kindly offered to seek a meeting on site with officers from those authorities.

2021/029 Planning

029.1 Applications: There were no new planning applications for the Council to consider.

029.2 Applications - Responses: Given deadlines in advance of the meeting, councillors had necessarily considered applications by e-mail due to the coronavirus (COVID-19) pandemic which had precluded the holding of public meetings. The applications included:

DC/21/02742 land adjacent to plot 14, Rising Sun Hill - erection of single-storey detached dwelling. The Council had no objection;

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DC/21/02461 land to the west of 10 Top Road - to vary (Condition 2 - Approved Plans and Documents), (Condition 8 - Provision of Visibility Splays) and (Condition 9 - Provision of Parking) of Planning Permission DC/18/02258 Dated: 19/12/2018 - erection of eight dwellings, garaging and new access - to allow splitting plots 5/6 & 7/8 into detached dwellings and to revise road layout. The Council had no objection;

DC/21/02349 Ridges, High Town Green - erection of three tourism lodges. The Council had no objection;

DC/21/02949 5 Old Hall Meadow - erection of first floor rear extension. The Council had no objection;

DC21/02597 Bruges Cottage, Lower Road - creation of external door opening at first floor level; re-roofing west wing in slate tiles; installing five conservation rooflights; construction of three dormer windows to rear elevation (one to replace existing rooflight) - revised scheme approved under DC/21/00966 (two additional rear dormer windows proposed). The Council had no objection;

DC/21/01381 Glebe House, Workhouse Lane - works to trees in a Conservation Area - fell one horse chestnut. The Council had no objection;

DC/21/02513 Peal Cottage, Church Path - erection of a replacement outbuilding for purposes incidental to the enjoyment of the existing property (following demolition of existing outbuilding). The Council had no objection but noted on-going access concerns and requested the application of some conditions should planning approval be granted;

DC/21/03148 and DC/21/03149 Avis House, Lower Road - erection of single-storey rear extension and new patio doors; and Listed Building Consent. The Council had no objection;

DC/21/03327 Walnut Tree Farm, Mitchery Lane - change of use, conversion and extension of barn to form live work unit. The Council had no objection;

DC/21/03316 Hillside Cottage, Birds Green - erection of single-storey rear extension to existing sun room. The Council had no objection;

DC/21/04253 Rattlesden Church of England Primary Academy - erection of 2.4m high fence to parts of the site boundary and side entrance gate. The Council had no objection;

DC/21/04679 plot 1, land on the west side of Rising Sun Hill - erection of one detached dwelling and garage (appearance amendments to 2194/16). The Council had no objection;

DC/21/04963 Glebelands House, High Street - works to trees in a Conservation Area - reduce height of one mature multi-stemmed sequoia circa 10m-15m and remove some lower branches. The Council had no objection;

DC21-04871 land to the west of 10 Top Road - application under Section 73 of The Town and Country Planning Act relating to DC/18/02258 previously varied under DC/21/02461 for variation of Condition 2 (Approved plans & documents). The Council had no objection;

DC/21/04289 land to the north-east of Shelland Hall, Shelland - creation of concrete pad and retaining wall for storage of sugar beet and new vehicular access. The Council had no objection;

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DC/21/05635 land to the rear of 6 Pightle Grove and 2, 3 and 4 Wheelwright Green, Rising Sun Hill - use of land as residential gardens.

The Council had no objection;

DC/21/05481 Hall Farm Cottage, High Street - Listed Building Consent - replacement of one wooden window to rear elevation. The Council had no objection;

DC/21/05368 Howe Wood Cottage, Baby Lane - erection of extension to provide double garage, utility and porch with habitable roof space over and erection of single-storey annexe for elderly relative. The Council had no objection; and

DC/21/03677 field to the north of East Barn, White House Farm, Felsham Road - erection of a detached three-bay tractor shed. The Council objected.

029.3 Decisions: It was noted that applications DC/21/04679 plot 1, land on the west side of Rising Sun Hill, DC/21/01579 Clopton Dower House, Clopton Green, DC/21/02415 Glebelands House, High Street, DC/21/02461 land to the west of 10 Top Road, DC/21/02949 5 Old Hall Meadow, DC21/02597 Bruges Cottage, Lower Road, DC/21/01984 Walnut Tree Farm, Mitchery Lane, DC/21/03327 Walnut Tree Farm, Mitchery Lane, DC/21/03677 field to the north of East Barn, White House Farm, Felsham Road, DC/21/04963 Glebelands House, High Street, DC/21/04253 Rattlesden Church of England Primary Academy and DC/21/02349 Ridges, High Town Green had been granted. DC/21/02742 land adjacent to plot 14, Rising Sun Hill and DC/21/03316 Hillside Cottage, Birds Green had been refused.

2021/030

Finance

030.1 Financial Report: The report to 30 September was received. It was noted that the TSB current account stood at £16,704.62 and the deposit account at £53,791.99 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.

030.2 Payments and Income: It was proposed by Cllr Burn, seconded by Cllr Jewers, that the schedule of payments be approved. The proposal was carried. The schedule comprised not only recent payments and income, but also all transactions authorised by councillors since the Council last met, as follows:

- ◆ Litter-picker: salary (June) - £172.23;
- ◆ Clerk: salary (June) - £403.70;
- ◆ HMRC: PAYE (June) - £101.00;
- ◆ Litter-picker: salary (July) - £172.23;
- ◆ Clerk: salary (July) - £403.90;
- ◆ HMRC: PAYE (July) - £100.80;
- ◆ Mr Roger Heard: 447th Bomb Group Memorial grass-cutting (April) - £64.00 (Section 137 expenditure);
- ◆ Mr Roger Heard: 447th Bomb Group Memorial grass-cutting (May) - £64.00 (Section 137 expenditure);
- ◆ Mr Roger Heard: 447th Bomb Group Memorial grass-cutting (June) - £64.00 (Section 137 expenditure);

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- ◆ Mid Suffolk District Council: waste bin emptying service - £614.19 + £122.84 VAT;
- ◆ Anglian Water Business Ltd (National): Cemetery water - £14.90;
- ◆ Rattlesden Church of England Primary Academy: grant - £4,500.00 (Community Infrastructure Levy funding);
- ◆ Community Heartbeat Trust: defibrillator pads - £46.00 + £9.20 VAT;
- ◆ The Felsham Gardeners: Cemetery and village maintenance (June) - £275.00;
- ◆ The Felsham Gardeners: Cemetery and village maintenance (July) - £275.00;
- ◆ Litter-picker: salary (August) - £172.23;
- ◆ Clerk: salary (August) - £403.70;
- ◆ HMRC: PAYE (August) - £101.00;
- ◆ Litter-picker: salary (September) - £172.23;
- ◆ Clerk: salary (September) - £403.70;
- ◆ HMRC: PAYE (September) - £101.00;
- ◆ Mr Roger Heard: 447th Bomb Group Memorial grass-cutting (July) - £64.00 (Section 137 expenditure);
- ◆ Mr David Peachey: dog bin repairs - £38.00;
- ◆ The Felsham Gardeners: Cemetery and village maintenance (August) - £275.00;
- ◆ The Felsham Gardeners: Cemetery and village maintenance (September) - £275.00;
- ◆ Litter-picker: salary (October) - £172.23;
- ◆ Clerk: salary (October) - £403.90;
- ◆ HMRC: PAYE (October) - £100.80;
- ◆ PP Garden Services: 447th Bomb Group Memorial grass-cutting (September) - £40.00 (Section 137 expenditure);
- ◆ Rattlesden Church of England Primary Academy: grant - £13,500.00 (Community Infrastructure Levy funding);
- ◆ PKF Littlejohn LLP: external audit £200.00 + £40.00 VAT;
- ◆ Came & Company: insurance renewal - £427.37;
- ◆ Suffolk County Council: allotment rent - £34.00;
- ◆ Anglian Water Business Ltd (National): Cemetery water - £13.53;
- ◆ Clerk: administrative expenses - £48.68;
- ◆ Community Heartbeat Trust: defibrillator pads - £46.00 + £9.20 VAT; and
- ◆ The Felsham Gardeners: Cemetery and village maintenance (October) - £275.00.

In addition, it was resolved that the purchase of speeding devices be funded by monies received via the Community Infrastructure Levy (CIL), that £25.00 be donated to the Royal British Legion Poppy Appeal and that £200.00 be made available, also from CIL funding, for the planting of trees on the community land being gifted to the Parish Council.

Income received was duly noted as follows:

- ◆ TSB: business (deposit) account interest (May) - £11.89;
- ◆ TSB: business (deposit) account interest (June) - £14.60;
- ◆ TSB: business (deposit) account interest (July) - £13.24;

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- ◆ TSB: business (deposit) account interest (August) - £13.69;
- ◆ Mid Suffolk District Council: cleansing grant (April-June) - £231.66;
- ◆ Hanchets: Cemetery fees - £75.00;
- ◆ TSB: business (deposit) account interest (September) - £13.69;
- ◆ TSB: business (deposit) account interest (October) - £13.25;
- ◆ Mid Suffolk District Council: precept (part 2) - £10,366.00;
- ◆ Mid Suffolk District Council: Community Infrastructure Levy - £15,218.98;
- ◆ Mid Suffolk District Council: recycling grant (February-July) - £314.66;
- ◆ Rosedale Funeral Home: Cemetery fees - £813.00; and
- ◆ East of England Co-op Funeral Services: Cemetery fees - £250.00.

030.3 External Audit 2020-2021: The Annual Governance and Accountability Return 2020-2021 was received by the Council together with the audit opinion given by PKF Littlejohn LLP (external auditors). The Council was pleased to note that no untoward matters had come to the attention of the external auditors. Accordingly, it was resolved that the Annual Return 2020-2021 be approved and accepted.

2021/031 Motion to Exclude the Press and Public

It was resolved to exclude the press and public from the meeting for the agenda item nine 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 individuals concerned.

2021/032 Parish Council Composition

After careful and due consideration of the candidates, it was resolved that Mr Stephen Atkinson be co-opted to serve on the Council until the next elections in 2023.

2021/033 High Street 'No Parking' Sign

Given that this subject had been discussed and action agreed during public comment and questions, there were no further matters to address.

2021/034 Rattlesden Church of England Primary Academy Library Project

It was confirmed that the second part of the grant, in the sum of £13,500.00, towards the joint project with the Academy had, as agreed by councillors, been paid from Community Infrastructure Levy funding. As the Library was also intended as a community centre the Council was able to provide the grant under The Local Government Act 1972 s133 which gives parish councils the ability to "...acquire or provide and furnish buildings to be used for public meetings and assemblies or contribute towards the expenses incurred by any other parish or community council or any other person in acquiring or providing and furnishing such a building."

2021/035 Community Land

The Clerk noted that the solicitor acting for the Council was hoping to complete the legal process imminently. Cllr Goodlad briefed councillors on

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progress with the acquisition of trees and a successful visit and report by the Community Wildlife Advisor from Suffolk Wildlife Trust which was welcomed and accepted in full by the Council. It was resolved that, once in situ, the trees would be named the Jubilee Wood. Regarding the land due to be handed over by the developer, it was agreed that the promised trees were now not needed but that an early access to the initial element of the community land should be requested plus a standpipe for the allotments being provided.

2021/036 Matters to be Brought to the Attention of the Council

Cllr Goodlad asked if the Council would be prepared to purchase a Royal British Legion 'Unknown Tommy Statue' for display in or near the Cemetery (or other location, as appropriate) on relevant occasions. It was resolved unanimously that £350.00 be provided for such an acquisition.

2021/037 Next Meeting

It was noted that the next Ordinary Meeting of the Council would be held on Tuesday 23 November at 7.30pm in Rattlesden Pavilion.

The meeting closed at 9.00pm.