

RATTLEDEN PARISH COUNCIL

Minutes of the Ordinary Meeting of the Council held on 28 June 2022 at 7:30pm in Rattlesden Village Hall

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

In Attendance: Parish Clerk Andrew Scott.

2022/026 Apologies for absence
Cllr Atkinson, Cllr Jewers.

2022/027 Declarations of Interest
None.

2022/028 Minutes of the Last Parish Council Meeting
The minutes of the Annual Meeting of the Parish Council held on 24 May were approved.

2022/029 Working Groups
It was agreed that Cllr Edwards had been incorrectly assigned to the Finance and Development Working Group instead of Cllr Brooke, and confirmed that the members of the Finance and Development Working Group were Cllr Morley, Cllr Atkinson, Cllr Brooke and Cllr Goodlad, and that the members of the Housing Development Working Group were Cllr Burn, Cllr Edwards and Cllr Jewers.

Windyridge Road derelict garages – Building Control at MSDC had agreed to visit to check these for safety.

Windyridge Road overgrown hedge – the tenant had been written to by MSDC Housing.

Verge cutting – the timetable was published on the county council website, with Rattlesden scheduled for mid-July. It was agreed that alternatives should be considered for next year.

Cemetery rules - to be reviewed under agenda item 9.

St Nicholas Close car park wall – the Clerk had checked this for safety and reported it to MSDC.

Speed indicator battery charging (minute 2022/10) – a reimbursement rate per charge had now been agreed with the advice of the internal auditor, and the expense claim would be made quarterly in arrears.

2022/030 District and County Councillor Report
Cllr Otton presented her report, as previously circulated. She highlighted a number of matters, in particular her discussions with Highways about the state of Rising Sun Hill road surface, and the requirement for photo ID for voting in future elections.

2022/031 Public Comment and Questions on Agenda Items
None.

2022/032 Planning
031.1 New applications received: None
031.2 Decisions notified: DC/22/01864 - Riven Cottage, Rising Sun Hill - erection of single storey rear conservatory: granted; DC/22/02151 Aquilo, Poy Street Green - Erection of two storey rear extension: granted; DC/22/02344 Manor Cottage, Half Moon Street - Fell 1No. Walnut Tree (T1): no objection.

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2022/033

Finance

033.1 Financial Report: The report to 31 May was received. The TSB current account stood at £34,907 and the deposit account at £48,093, and it was agreed that the reconciliation be approved and duly signed.

033.2 Payments Schedule: The schedule of payments for June was approved, as follows:

<u>Payee</u>	<u>Ref</u>	<u>Purpose</u>	<u>Payment</u>
Parish Clerk	FPO	Salary (net)	361.15
HMRC	FPO	PAYE	83.80
Village Warden	FPO	Salary	250.00
PP Garden Services	FPO	Grass cutting	48.00
The Felsham Gardeners	FPO	Cemetery and village maintenance	325.00
MSDC	FPO	Litter bin emptying 2022-23	737.03
Rattlesden Village Hall	FPO	Room hire Jan-May 2022	34.00
TOTAL			<u>£ 1,838.98</u>

2022/034

Grant Request

The request for a grant from the Rattlesden Pre-School towards the cost of furniture to enable younger children to be accepted next year was considered, and it was agreed that an offer of £250 should be made. The grant could be made under s137, and out of CIL funds, since it was supporting the development of the area in the form of additional pre-school places.

2022/035

Maintenance of Jubilee Field

A grass cut had been carried out and a proposal received for continuing maintenance of the Jubilee Field. After discussion it was agreed that further consideration was needed, including reference back to advice received from Suffolk Wildlife Trust, and no immediate work was required.

2022/036

CIL Funds

The Council had around £60,000 of CIL funding at its disposal for supporting the development of the area. It was noted that there was no Parish Infrastructure Improvement Plan to guide this, and after discussion it was agreed that local residents should be consulted by means of a survey questionnaire on the village web site. Cllr Burn would lead on this, supported by Cllr Goodlad.

It was agreed that a third Speed Indicator Device should be purchased out of CIL funds, for siting in the High Street and, during school holidays, Top Road.

2022/037

Governance – Review of Policies

37.1 Standing Orders – approved with necessary updates.

37.2 Financial Regulations - approved with necessary updates. Noted that the Finance Councillor would be working more closely with the Clerk in future.

37.3 Health and Safety Policy - approved with necessary updates. Noted that the Council's Health and Safety Councillor was Cllr Edwards. The need for a risk assessment to cover speed indicator battery charging was identified, and Cllr Edwards agreed to undertake this. The Village Warden risk assessment had been reviewed in April.

37.4 Data Protection Policy - approved with necessary updates. Noted that the Council's Data Protection Councillor was Cllr Burn.

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37.5 Complaints Policy - approved with necessary updates.

37.6 Cemetery Fees and Regulations – confirmed. The Clerk would check the basis for fee setting.

37.7 Risk Register – approved, subject to the addition of speed indicator battery charging.

2022/038

Matters to be Brought to the Attention of the Council

Cllr Goodland reported on a minor collision outside the Village Hall. Councillors reiterated their concerns about the hazard caused by school drop-off parking. Cllr Edwards had been asked by a neighbour for permission for temporary access to the rear of his property via Jubilee Field. Councillors appreciated the courtesy and had no objections.

2022/039

Next Meeting

26 July, 7:30pm

The meeting closed at 9.15pm.