

# RATTLEDEN PARISH COUNCIL

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## Minutes of the Ordinary Meeting of the Council held on Tuesday 24th June 2025 at 19.30 in Rattlesden Village Hall

Draft Form duly approved on: \_\_\_\_\_ Chair signature \_\_\_\_\_

**Present:** Cllr. Tony Edwards (Chair), Cllr. Sarah Osborne (Deputy), Cllr. Howard Knight, Cllr. Dave Goodlad, Cllr. Russell Morley, Cllr. Dan Jewers.

**In Attendance:** County Cllr. Penny Otton, District Cllr. Nicky Willshire, and Parish Clerk Nick Skelhorn.

**Absences:** Apologies were received from Cllr. R Osborne.

**2025/073**      **Declarations of Interest**

None.

**2025/074**      **Minutes of the Last Parish Council Meeting**

It was collectively resolved that the minutes of the Ordinary Meeting of the Parish Council held on 27th May 2025 be approved as a true record of events.

**2025/075**      **Public Comment and Questions on Agenda Items**

No members of the public were in attendance.

**2025/076**      **County Councillor's Report**

The Council received Cllr. Otton's report. Particular attention was drawn to the upcoming Suffolk Community Awards. Outside of the report, Cllr. Otton sought feedback from Councillors on the proposed match funding for a speed device in High Town Green. Whilst some concerns were raised that even if speeding was evident alterations to restrictions would be unlikely, it was collectively agreed that obtaining data was still a worthwhile exercise. The Council resolved to match fund the survey with SCC, a £207.50 contribution from CIL reserves (Crime Prevention spend under the Local Government and Rating Act 1997).

**2025/077**      **District Councillor's Report**

The Council received Cllr. Willshire's report. Cllr Willshire specifically highlighted the now live consultation on Devolution, urging engagement, and creation of a new street cleansing task force (React Team) to mitigate fly tipping and instances of graffiti. Confirmation was also made of the approved c.£33,000 CIL grant to St. Nicholas Church for planned heating refurbishment works. Cllr. Willshire also invited applications for utilisation of her locality budget.

**2025/078**      **Matters Arising from the Previous Minutes**

**078.1** 'Minute 068.3 'Annual Governance and Accounting Statements' The Internal Audit was finalised on 22<sup>nd</sup> June 2025 with no notable issues raised. Completed documentation is to be issued to the External Auditor before the end of the month.

**2025/079**      **Planning**

**079.1 June Applications:** DC/25/02762 (Stone Cottage, High Town Green) Erection of a side two storey extension and general alterations – Cllrs. have not all reviewed the

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documentation yet, and it was decided, to allow due consideration, that a response be confirmed via email.

**079.2 Applications Approved/Rejected in June:** None.

**2025/080**

## **Finance**

**080.1 Financial Report:** June report appended to minutes (include bank balances, reserve movements, budget performance etc.)

**080.2 Payments Schedule:** The schedule of payments for June 2025 totalling £2,325.30 was presented to the Council and duly approved. Receipts for June were £1,668.19 (2024/2025 VAT refund).

*Itemised details of spend and applicable powers for this month will be detailed in next month's RFO report. Should a member of the public wish to view any supporting documentation in relation to the above please contact the Clerk.*

**2025/081**

## **Neighbourhood Plan**

Feedback was presented from Cllr. R Osbornes external research / engagement, namely that it is advisable to establish a separate committee whose that members (not necessarily Councillors) are appropriately skilled, that regular engagement with the District Council is essential, that a final referendum will be required where the Village will vote whether to proceed with the proposed draft plan and that it will take a good period of time to successfully consult, draft and have approved a final plan.

Input was also sought from Cllrs. Otton / Willshere – Cllr. Willshere indicated funding would potentially be available to support the development of a Plan as well as access to resources / expertise within BMSDC, with Cllr. Otton providing clarity on a plan's ability to influence local development, but not necessarily reduce or prevent it.

**2025/082**

## **Grants**

**082.1 Rattlesden Community Shop:** Balancing payment of £3,616.74 (from CIL funds) requested by Rattlesden Community Shop. Provision of copies of receipts, however, still awaited to confirm spending.

**082.2 Rattlesden Preschool:** An application for what the Council believes to be a CIL fund grant request for £14,358 has been received. From an initial review, Councillors confirmed more clarity was required surrounding a) the total amount being sought b) availability of additional funding sources to ascertain the Preschool potential ability to part-fund (if possible) the proposed c) additional quotations for the proposed works to ensure best value was being achieved d) clarity on the intended future use of the hall by the wider community to ensure any grant would benefit the whole community, not just preschool users.

**2025/083**

## **Works / Maintenance**

**083.1** Following Councillor discussions since the last meeting, the Council confirmed collectively their desire to now relocate the existing three-seater bench from Cemetery Green to Bird's Green and instead seek quotes for a new feature bench that would fully encircle the large oak tree on cemetery green. The Clerk advised care would be required to ensure no damage to the roots/trunk was cause during the works (tree preservation order

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in place). The Clerk is to obtain quotes for a full circular galvanised bench and for the cost of installing a concrete plinth / a three-seater bench at Birds Green.

083.2 Bus Shelter / Bottle Banks: The Clerk confirmed five parties had been approached for quotes to powder coat the steel bottle bank support – two were received (R. Owen - £648 and AB Coatings - £834, cheaper approved). As this cost was not part of the original dedicated reserve, the Council confirmed approval to transfer the required funds from general reserves.

083.3 Verge Cutting: The Clerk confirmed Vertas were unable to service a cut this year and that no response has been received from P. Crawford with availability / an updated 2024/2025 quote. Given timescales, the Council reluctantly confirmed it would now wait for the late summer Council cut, but that quotations for a May 2025/2026 were to be pursued with the aim to have a cut booked in advance. Dedicated verge cutting reserves are to be transfer back to general reserves.

083.4 Village Signs: The Clerk confirmed that a response had now been received from BMSDC who confirmed that the proposed new signs could likely be facilitated through a Street Furniture Licence. The clerk is to review the recently received documentation and advise the Council accordingly.

083.5 Cemetery Entrance: With Cllr. Morley now present, additional context was provided on the proposed cemetery entrance works (2025/068.3). Cllr. Morley confirmed the extent of the works along the cemetery frontage and the specific inclusions in the received quotation for £680 (including labour costs, equipment hire, duration etc.). The Council collectively approved the proposed works.

**2025/084**

**Rolling review of Council policies and procedures – 05 Planning: Pre-Application**

**Protocol, & 08 Planning Committee: Terms of Reference.** Whilst the Council approved

the content of the current policies, it was raised that they were perhaps excessively wordy, which may cause confusion. The Clerk was tasked with reviewing to see if a more concise and accessible versions could be created.

**2025/085**

**Matters to be brought to the attention of the Council**

**085.1 Village Charity:** The Clerk confirmed that Mr B Angus had been in touch offering a meeting to provide an update on the Rattlesden Village Charity. Cllrs. suggested an invite to the next Ordinary Meeting was shared via the Clerk.

**085.2 Jubilee Field:** Cllrs. collectively agreed that, if possible, some form of cutting / topping of Jubilee Field should be progressed to improve the appearance. To aid this the Clerk was to request if the Village Warden would kindly seek to remove the remaining redundant plastic sleeves.

**085.3 St Nicholas Close:** Given no action had been taken by BMSDC to conduct required repairs to the damaged wall (ongoing for 3-4years) the Council decided to obtain indicative quotations to potentially progress repairs to mitigate the ongoing health and safety risk.

**085.4 Whalebones:** Following various reports received about the condition of the replica village whalebones, and the significance these hold to the Village's history, the Council decided to collect and consider quotation for potential replacements.

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2025/086

**Next Meeting:**

The date and time of the next meeting is Tuesday 29<sup>th</sup> July at 19:30 in the Village Hall.

**The meeting closed at 21:17**

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