

DRAFT

**MINUTES OF MEETING OF PETTAUGH PARISH COUNCIL HELD
1st NOVEMBER 2017 IN ST CATHERINE'S CHURCH AT 6.30 p.m.**

Those present: Councillor Malcolm Owers (Vice-Chairman), Councillor Belinda Bulsing, Councillor Gordon Janson, and Councillor Stephen Rowe. Mrs Margaret Marlow was Acting Clerk. Two parishioners were also present.

- 1. Welcome by the Chairman.** The Vice-Chairman welcomed those Parishioners present at the meeting, and thanked them for their support in attending.
- 2. Apologies for Absence.** Apologies had been received from Councillor Andy Corrigan due to an unexpected business engagement.
- 3. To receive Declarations of Interest.** There were no declarations of interest.
- 4. To approve the Minutes of the Annual Parish Council Meeting – 9th August 2017.** Councillors voted to approve the minutes. The minutes were signed by the Vice-Chairman as a true record.
- 5. Matters arising from the Minutes.** There were no matters arising from the minutes.

Public Forum. The Chairman invited those present for any comments on items on the agenda. There were no comments.

6. To discuss the Babergh and Mid Suffolk Joint Local Plan Consultation Document. Councillors had been provided with the relevant to Pettaugh part of the document to consider, and were asked to view portions of the document on-line. Councillor Janson had also attended the open viewing and drop-in in Stowmarket. Cllr Bulsing said she was impressed with the consultation document and the criteria laid out for older persons housing which she felt made good sense. An area of concern that was noted was that increasing development proposed for Debenham would further increase the volume and speed of traffic through the village. It was agreed that as the document stood there was little to affect the village, and the Parish Council would await the next stage of the plan.

7. To discuss the Local Government Boundary Commission Draft recommendations on the new Electoral arrangements for Mid Suffolk District Council. The Local Government Boundary Commission has formally commenced an electoral review of Mid Suffolk District Council. The proposal is to reduce the number of councillors from 40 to 34. The Councillors would serve 26 wards consisting of 8 two-councillor wards and 18 one-councillor wards. Currently Pettaugh is part of the Helmingham and Coddham ward. This ward together with three other wards would be amalgamated into the much bigger existing ward of Debenham. This ward will have two Councillors. The Electoral Commission considered the changes would standardise the number of voters within community areas which would be convenient and effective. The new electoral arrangements will come into effect at the local elections in 2019. The Councillors had no comments to add.

8. To consider Planning Application – DC/17/05168. Erection of a Home Office outbuilding, Pettaugh Barn, Framsdon Road < Pettaugh. Councillors had viewed the application on-line, and were shown a copy of the Planning Statement and the planned building. Councillors considered this was an appropriate building within the setting of Pettaugh Barn. Councillors had no objections or comments to make on this application.

9. To receive a budget update, and to consider a preliminary budget for 2018/19. The Acting Clerk had prepared a budget review of the Council's spending for the current year, and preliminary suggestions for the budget for 2018/19. At present council spending was well within the set budget for the year. The initial proposal by the Acting Clerk was that the budget set for next year could be reduced from the present level. Councillors were asked to think further on these figures, in order that a final budget could be agreed at the January meeting.

10. To receive a report by the Acting Clerk.

i) For the Parish Council to accept the completed Audit Return and Report for 2016/17. The completed Audit Return and report for 2016/17 had been received from BDO. The report had no comments to offer. The Councillors were asked to accept the completed return for the record. All Councillors voted to accept the Audit return. It is noted that this is the last year that the Parish Council will need to submit an external audit return and in future years the external audit for this parish will fall within the Transparency Code for Smaller Councils guidelines.

ii) To consider any Charitable donations from the Parish Council. As the Parish Council had not made a donation in the 2016/17 year, it was agreed that the Parish Council would make a donation of £200 this year. The Councillors were in agreement that this would be £100 each to the Debenham First Responders and the East Anglian Air Ambulance.

iii) To authorise cheque payment. The Parish Council current account balance at present is £2,446.49 and the Business Saver account is £1,048.92 giving a total of £3,495.41.

Payments made since the last meeting were all budgeted payments and are as follows:

6/7/17	MSDC Dog bin emptying - Cheque no 100377	£126.00
9/8/17	SALC Local Councillor - 3 extra copies – Cheque no 100378	£6.00
24/05/17	St Catherine PCC – Use of Church - Cheque no 100379	£15.00
24/8/17	ICO Data Protection Registration renewal - Direct debit	£35.00
1/10/17	CAS - Zurich Insurance renewal for PC - Cheque no 100380	£194.19

Councillors were asked to authorise cheque no 100381 for £15.00 to St Catherine PCC for use of the church for this evening's meeting.

11. To record correspondence received. A list of significant correspondence received for the period 9th August to 1st November 2017 is as follows:

MSDC Planning Services - Application DC/17/05168, Pettaugh Barn, Framsdon Road, Pettaugh. - Erection of a home office outbuilding.

Letter 18th August 2017 to SALC enclosing cheque payment for 3 extra copies of the Local Councillor.

Letter 19th August 2017 to Treasurer St Catherine PCC with cheque for church use 9th August 2017 Acknowledgement received.

22nd August e-mail. ICO Data Protection registration renewal confirmation.

Local Government Boundary Commission – Electoral Review of Mid Suffolk: Warding Arrangements. September and October monthly reports from Cllr Hicks

12. Any other business. The *ad-hoc* group who organised the pop-up-pub and coffee morning had recently met together. It was considered that these events had been successful with much positive feed-back. There was £128 in the 'kitty' and it was agreed that this money should go towards organising events next year, and making more use of the church meadow.

The question was asked as to whether the Parish Council should consider a second VAS sign.

It was noted that there has been some progress with Broadband with the laying of cables in the village, but as yet there is no sign of any start-up date.

13. Date of next meeting. The next meeting is scheduled to be held in January 2018 and will consider and set the parish precept for 2018/19. The date is to be arranged.

The meeting closed at 7.40 p.m.