

## **MINUTES OF MEETING OF PETTAUGH PARISH COUNCIL HELD ON 16<sup>TH</sup> AUGUST 2022 AT 6.30 p.m. AT ST CATHERINE'S CHURCH PETTAUGH**

Those present: Councillor Andy Corrigan (Chair), Councillor Belinda Bulsing, Councillor Margaret Marlow.

- 1. Apologies and note of Absences.** Apologies were received from Councillor Stephen Rowe and Councillor Esther Thornton. Their absence was approved.
- 2. To receive and Declarations of Interest, Pecuniary and Non-Pecuniary.** There were no declarations of interest.
- 3. To consider and agree the minutes of the meeting held on the 15<sup>th</sup> June 2022 are a true and correct record.** It was proposed and agreed that the Minutes were a true and correct record of the meeting and were signed by the Chairman.
- 4. Public Participation Session.** None.
- 5. To review current Financial Statements.** The Councillors reviewed the Financial Statements to the 16<sup>th</sup> August 2022. The Barclays Business Community Account has a balance of £7,819.63, and the Barclays Business Premium Account has a balance of £1,054.33. These figures were confirmed and agreed by the Councillors.
- 6. To consider and agree current requests for payment.** The Councillors agreed to requests for payment received:- i) Two payments from suffolk.cloud. Website hosting and support for the year 1<sup>st</sup> April 2022 – 31<sup>st</sup> March 2023 - £120, and Upload of documents to website - £70. ii) St Catherine's Church Pettaugh PCC for hire of venue for meeting 14<sup>th</sup> April 2022 - £18. iii) SALC Internal Audit payment - £130.80.
- 7. To receive a report on recruitment of the next Parish Clerk and to discuss and agree hourly rate and work hours.** Councillor Corrigan agreed to speak with the chosen candidate and report to the meeting. Subsequent to the meeting the Parish Council agreed to offer the position to Mr Stuart Jennings, and this has been accepted.
- 8. To consider whether to make a charitable donation and agree the beneficiaries.** It was agreed that a donation of £100 would be made to either the Debenham First Responders or to the local Citizens Advice Bureau.
- 9. To consider and agree expenditure on a new Parish Council laptop and Parish Council hard drive.** It was agreed to defer a decision on a suitable laptop for consultation with the new Clerk before purchase.
- 10. To discuss updating the Parish Council Website.** Following discussion it was felt that a new Clerk may be able to offer help and advice on the website.