

PETTAUGH PARISH COUNCIL

MINUTES of meeting

TUESDAY 26 SEPTEMBER 2023

at St Catherine's Church, Pettaugh (start time 6.30pm)

Present:

Councillors Belinda Bulsing, Margaret Marlow and Esther Thornton

1/09 APPOINTMENT OF CHAIRMAN FOR MEETING

RESOLVED that in the absence of the Chairman of the Parish Council Councillor Margaret Marlow be appointed Chairman for this meeting.

2/09 APOLOGIES FOR ABSENCE

None.

3/09 MINUTES OF MEETING – 25 JULY 2023

RESOLVED that the Minutes of the meeting of the Parish Council held on 25 July 2023 be approved and confirmed.

Further to Minute 4/07 and the matters raised in the public participation session, the Clerk reported that he had made the District Council aware of the existence of the church meadow and it had been confirmed that this area would be included in the updating of the Open Space Assessment currently being undertaken. The outcome of this Assessment after public consultation would inform the Joint Local Plan part 2. He added that this was as much as the Parish Council could do and potential protection through planning policy was the best option.

Councillor Nick Hardingham, the Ward District Councillor, said that he had looked at this and considered that due to various constraints the risk of permission being granted for the development of this land was extremely low.

4/09 DISCLOSABLE PECUNIARY INTERESTS, OTHER REGISTRABLE INTERESTS AND NON-REGISTRABLE INTERESTS

None.

5/09 PUBLIC PARTICIPATION SESSION

Councillor Nick Hardingham, the Ward District Councillor, was present and provided a report on various District Council matters. He added that he had asked for the latest Stonham Barns application to be called in so that it could be considered by the Planning Committee. He was anxious to establish greater clarity as to the planning situation at the site in terms of what controls were possible.

6/09 FINANCE

The Parish Council considered the following matters:

(a) Financial Statement and Bank Reconciliation

A statement and bank reconciliation at 25 September 2023 had been produced by the Clerk and was circulated at the meeting. This showed balances of £7,997.71 in the Community Account and £1,061.59 in the Business Premium Account. Total expenditure to date was £1,675.92.

(b) Accounts for payment

The following accounts were received for payment:

Suffolk Association of Local Councils (Election expenses) - £125.60
Mr S P Jennings (Clerk's claim for hours and expenses) - £171.70
St Catherines Church PCC (Use of church July & Sept) - £36.00
Community Action Suffolk (Insurance Renewal) - £370.09

It was noted that renewal of insurance premium was the same as last year, and that should the Parish Council wish to add legal expenses cover this would be an additional £33.60. It was agreed that this be added.

RESOLVED that the above accounts be approved for payment together with the additional premium of £33.60 for legal expenses cover under the Parish Council's insurance.

(c) Internal Audit 2022/23

Further to the discussion at the last meeting, Councillors had taken the opportunity to look at the details and services offered by Heelis and Lodge, a firm of local council internal auditors operating within Suffolk.

RESOLVED that the Parish Council agrees to appoint Heelis and Lodge as its internal auditors for 2023/24.

(d) Review of banking arrangements

This was reviewed again, and Councillor Bulsing said that there had been correspondence with Barclays Bank as part of a review of existing arrangements, the outcome of which was awaited. The Clerk emphasised the need to explore with the bank the possibility of increasing the amount held in the interest-bearing account, and arrangements for transfers between the two accounts. Progression to on-line transactions was another matter to be explored as and when appropriate.

7/09 TRAFFIC SPEED THROUGH THE VILLAGE AND OTHER RELATED MATTERS

The Clerk had circulated details of proposals/quotations from three companies for a range of speed indicator devices (SID) to utilise the approved alternative location for the existing device. Ahead of this however was the need to look at possibly seek a variation of the contract for the approved locations which envisaged one sign being moved on a regular basis. The Clerk would pursue this.

It was felt that a further location for a SID or advisor signage on the A1120 was required and Councillors agreed to look at this.

8/09 REVIEW OF CONSTITUTIONAL DOCUMENTS

RESOLVED that the updated Asset Register produced by the Clerk be approved.

9/09 URGENT BUSINESS – POSSIBLE IMPROVEMENTS/GRANTS

The Chairman agreed that consideration be given to possible ideas for the grant schemes outlined by the District Councillor earlier in the meeting. Possible ideas included refurbishment of the noticeboard, telephone kiosk, sign repairs and cleaning, and planting under the village sign. Also suggested was the purchase of a tent/awning/porta-loo for local events. It was agreed that this matter be considered again at the next meeting.

10/09 NEXT MEETING

RESOLVED that the next meeting of the Parish Council be fixed for Tuesday 28 November 2023.

The Chairman closed the meeting at 7.54 pm.

Chairman
28 November 2023