

# PETTAUGH PARISH COUNCIL

MINUTES of meeting

**TUESDAY 19 MARCH 2024**

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

## **Present:**

Councillors Belinda Bulsing, Margaret Marlow, Stephen Rowe (Chairman) and Esther Thornton

### **1/03 APOLOGIES FOR ABSENCE**

None.

### **2/03 MINUTES OF MEETING – 23 JANUARY 2024**

**RESOLVED** that subject to the correction of Minute 5/01 c) to refer to 'on-line banking' instead of 'on-banking', and Minute 9/01 to refer to 'Franceys' rather than 'Francies' Allen, the Minutes of the meeting of the Parish Council held on 23 January 2024, together with the Appendix referred to in Minute 5/01(a)(i), be approved and confirmed.

### **3/03 DISCLOSABLE PECUNIARY INTERESTS, OTHER REGISTRABLE INTERESTS AND NON-REGISTRABLE INTERESTS**

No declarations were made.

### **4/03 PUBLIC PARTICIPATION SESSION**

No members of the public present.

### **5/03 FINANCE**

The Parish Council considered the following matters:

#### **(a) Financial Statement and Bank Reconciliation**

The Clerk circulated a financial statement and bank reconciliation at 18 March 2024 showing expenditure to date being £2,853.03 and total funds held being £7,889.87. It was suggested that it would be helpful for payee details to be shown against the list of presented cheques. In all other respects, the statement was noted and accepted.

## **6/03 DISTRICT COUNCILLOR'S REPORT**

Councillor Nick Hardingham, the Ward District Councillor, had at this point arrived at the meeting and the Chairman agreed to allow him to speak to his report which had previously been circulated.

## **7/03 FINANCE (continued)**

### **(a) Budget update and accounts for payment**

The Clerk reported on two matters referred to in the Minutes of the last meeting in relation to the existing and future budget. The first was to confirm that the legal expenses had been included in the renewal of the Parish Council's insurance last year. The second was to advise in relation to the latest salary point at which the post of Clerk was fixed. It was noted that the current hourly rate aligned with spinal point 11 of the nationally agreed pay scales and following an award last November that hourly rate had increased to £13.50 with effect from 1 April 2023.

### **RESOLVED**

- (i)** that the principle of increasing the hourly rate for the post of Clerk be agreed and that a supplementary claim be submitted to the next meeting equated to the number of hours paid since 1 April 2023.

The following accounts were received for payment:

Mr S P Jennings (Clerk's claim for hours and expenses) - £131.10  
St Catherine's Church PCC (use of church for meeting) - £ 18.00

### **RESOLVED**

- (ii)** that the above accounts be approved for payment.

### **(b) Review of banking arrangements**

This was reviewed again, and Councillor Bulsing reported on her further discussion with Barclays with a view to a move to telephone and on-line banking together with the facility to move funds between accounts. Given some uncertainty around the mechanism for the authorising of payments it was agreed that the Parish Council should look at what other banks might be offering alongside NALC/SALC advice on this subject.

### **(c) Donations and financial assistance**

The Parish Council considered suitable recipients from this available budget.

### **Minute 7/03(c) continued**

**RESOLVED** that donations of £100 be made to East of England Air Ambulance, Debenham First Responders and Mid-Suffolk Citizens' Advice.

### **8/03 CORRESPONDENCE AND NOTIFICATIONS**

None for consideration.

### **9/03 TRAFFIC SPEED THROUGH THE VILLAGE AND OTHER RELATED MATTERS**

Council Bulsing reported that the location of the proposed siting of the further speed indicator device had been surveyed and photos taken to support the application to the Highways Authority. Advice was required as to whether local consultation with nearby residents was necessary. Reference was made to new yellow-backed signage in the nearby village of Winston.

### **10/03 PARISH IMPROVEMENTS**

Further to the discussion at a previous meeting, it was noted that details of the locations where signage/street furniture required attention had still to be drawn up to enable the Clerk to then pursue with Suffolk County Highways as to how this could best be dealt with and the potential cost.

### **11/03 ANNUAL MEETINGS**

It was agreed that the Annual Parish Meeting to be followed by the Annual Meeting of the Parish Council be fixed for Tuesday 7 May 2023 at the usual time and place.

The Chairman closed the meeting at 8.00 pm.

Chairman  
7 May 2024