

## **PETTAUGH PARISH COUNCIL**

MINUTES of a special meeting

**WEDNESDAY 11 DECEMBER 2024**

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

### **Present:**

Councillors Belinda Bulsing, Ruth Crane, Margaret Marlow and Stephen Rowe (Chairman)

### **1/12 APOLOGIES FOR ABSENCE**

An apology for absence was received from Councillor Esther Thornton, who was unwell.

### **2/12 MINUTES OF MEETING – 29 OCTOBER 2024**

**RESOLVED** that the Minutes of the meeting of the Parish Council held on 29 October 2024 be approved and confirmed.

### **3/12 DISCLOSABLE PECUNIARY INTERESTS, OTHER REGISTRABLE INTERESTS AND NON-REGISTRABLE INTERESTS**

None received.

### **4/12 PLANNING APPLICATION**

The Clerk reported that he had conveyed a comment of 'no objection' to the District Council on planning application DC/24/04877 for the erection of a single storey front extension, replacement double garage including erection of hobbycraft/studio at Helmingham Cottage, Framsdon Road, Pettaugh. He had added a comment regarding the need for the hobbycraft/studio to be the subject of a restrictive condition as felt appropriate.

**RESOLVED** that the above action is confirmed.

### **5/12 FINANCE**

The Parish Council considered the following matters:

#### **(a) Accounts for payment**

The following accounts were received:

### **Minute 5/12(a) continued**

Clerk's salary and expenses (October-December) - £249.69  
St Catherines Church PCC (Use of Church for Meeting) - £18.00  
Suffolk Cloud (Renewal of domain name and mailbox) – £50.00

**RESOLVED** that the above accounts be approved for payment.

The Clerk then advised that he had booked a place for Councillor Ruth Crane to attend a module of Councillor training later in January.

### **(b) Budget 2024/25 Review**

The Clerk presented a report showing the spend to date under each budget head (totalling £2,486) and an estimate of the outturn figure at the end of the financial year (£4,337). The firm indication was that the Parish Council would have a healthy surplus to carry forward (in the region of £5.8k), taking into account potential expenditure on village amenities such as the telephone kiosk and the noticeboard. Scope therefore existed for a possible contribution towards the repair and renewal of some traffic signs and lines in lieu of a budget allocation based on an earmarked reserve for the purchase of a new speed indicator device. Following discussions with the Highways Liaison Officer earlier that day, if a suitable location could be found on the A1120 approach to the village it was felt that the existing sign could be rotated there alongside the other two locations.

**RESOLVED** that the budget review report is noted.

### **6/12 PARISH IMPROVEMENTS**

The Parish Council considered the quotation from MK Gardening and Handyman Services for repair and improvement work to the telephone kiosk and installation of the new noticeboard, as reported to the last meeting. This was as follows:

#### Notice board

Labour

Cut back conifers and dispose of arisings at recycling centre, dig holes for legs, instal legs using postmix and attach new noticeboard, travel £159

Materials

Fence posts, postmix, screws £80.70

Total £239.70

It was noted that this did not include installation of a concrete base, and that the cutting back of vegetation could be arranged with the adjoining landowner.

Telephone box refurbishment

This will be labour intensive as the existing paintwork is flaking severely. There is moss growing in the gaps between metalwork and glass and the number of windows will make painting a slow process.

Labour

Brush down cobwebs and loose paint, scrape away moss. Sand down metal. Wash down. 2 coats of paint, travel £516

Materials

Paint brushes £4.40

Total £520.40

It was agreed that there was a need for this work to be done to enhance these two amenities. While the second price was slightly above the limit set in the new Financial Regulations for which there was an obligation rather than a requirement to pursue three quotations, the Parish Council was content that both prices represented good value for money.

**RESOLVED** that both prices be accepted and that an allocation for this work be included in the budget for the current year.

The Chairman closed the meeting at 7.16 pm.

Chairman  
15 January 2025