

## MINUTES OF MEETING OF PETTAUGH PARISH COUNCIL HELD 12<sup>th</sup> OCTOBER 2016 IN ST CATHERINE'S CHURCH AT 6.30 p.m.

Those present: Councillor Andy Corrigan (Chairman), Councillor Belinda Bulsing, Councillor Malcolm Owers and Councillor Stephen Rowe. Mrs Margaret Marlow was Acting Clerk. Three parishioners were also present.

- 1. Welcome by the Chairman.** The 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 Gordon Janson.
- 3. To receive Declarations of Interest.** There were no declarations of interest.
- 4. To approve the Minutes of the Parish Council Meeting – 3<sup>rd</sup> August 2016.** Councillors voted to approve the minutes, proposed by Cllr Owers and seconded by Cllr Rowe. The minutes were accepted and signed as a true record.
- 5. Matters arising from the Minutes.** The Public Forum. Cllr Corrigan had reviewed the situation regarding Broadband, but found that nothing had changed. Any improvements would be 2017-2019. Wireless was still unable to provide an adequate signal. Item 7. It was reported that the Stonham Barns planning application still had no date for a Committee.

The Chairman suspended the meeting to take the **Public Forum**. No comments were made at this point.

- 6. To approve the completed Annual Audit accounts and report for 2015/16 from BDO.** Councillors reviewed the report from the auditors and the minor comments were brought to their attention. The 'Notice of Conclusion of Audit' had been placed on the notice-board for more than the required fourteen days. Resolution: The Parish Council has viewed the completed return and noted the minor comments. The Parish Council agreed to approve and accept the completed audit. Proposed by Cllr Bulsing, seconded by Cllr Corrigan.
- 7. To discuss the proposed changes to the onesuffolk website and consider the alternatives.** Following the withdrawal of support of the onesuffolk website by SCC, users have the option of moving websites to Community Action Suffolk or to a commercial website. The Acting Clerk had attended a briefing meeting at SALC for an alternative website with Suffolk.Cloud using a new Silverstripe 3.1 system. This system appeared far superior to the present system. The Acting Clerk spoke of the need for a website that was good and adequate. Since the implementation of the Local Audit and Accountability Act 2014, and the Transparency Code for Smaller Authorities in 2015, regulatory requirements stipulate the publication on a website of the financial and audit documents of the council as well as minutes, agendas, etc. At the moment the Parish Council is not compliant with the regulations. After discussion Councillors decided to take the Suffolk.Cloud option. The cost of the transfer is £100, and there is a £10 monthly charge. These start-up costs, to ensure that all Councils comply with the Transparency Code, will be reimbursed for the first year by the Department for Communities and Local Government. Councillors also agreed that ownership of the website will reside with the Parish Council. Resolution: The Parish Council will assume ownership of the new website following the change to Suffolk Cloud. Further the Parish Council agree to the annual payments where necessary. This was proposed by Cllr Owers, seconded by Cllr Bulsing and agreed.

**8. To consider a request from the Parochial Church Council for financial support towards maintenance of the Churchyard made under LGA 1972 Section 214(6), following essential safety work to trees on the Public Footpath.** The Parish Council had received a letter from the Parochial Church Council giving details of the recent essential tree work that had taken place in the Churchyard, and the large ensuing bill of £3,000. The footpath had been closed by SCC for safety reasons, as the diseased trees were on the public footpath from the A1120 through the churchyard to the church meadow. The £700 cost of the closure payment was agreed to be paid by SCC. The PCC asked if the Parish Council would consider a contribution to the cost. Councillors were conscious how any contribution might be considered by Parishioners. The view being that should the Diocese not be supporting financially for these costs, rather than Parishioners. They decided not to make a contribution pending an invitation to a representative from the Diocese to attend a meeting to present the Church's viewpoint.

**9. To discuss a provisional Parish Council budget for the year 2017/18.** The Acting Clerk had prepared a provisional budget for next year for Councillors to consider. To date the Parish Council were well within the budget set for this year. At the present time the council has a credit of £4,526.68 in the Current account, and £1,048.66 in the Business Saver account. Councillors decided that the budget should remain unaltered. A final budget would be drawn up before year end.

**10. To discuss a possible date of another 'pop-up' Pub and associated matters.** A meeting has been arranged between Cllr Bulsing and Mr and Mrs Thornton for 10<sup>th</sup> November. It is hoped to be able to arrange a possible date for another event at that meeting.

**11. To receive a report by the Acting Clerk and to authorise cheque payments.** The Acting Clerk Informed councillors that the 2<sup>nd</sup> half of the precept payment had been received. The Parish Council has a current balance of £4,526.68 following authorisation of the presented cheque. The annual insurance has been reviewed and renewed, and changed to a three year contract. The cheque number 100366 for £191.04 for the insurance was authorised. The Business Saver account has a balance of £1,048.66.

**12. To record correspondence received.** A list of significant correspondence received for the period 3<sup>rd</sup> August - 12th October 2016.  
Letter 5<sup>th</sup> October from Treasurer St Catherine PCC with request for consideration of financial help following essential tree work in churchyard.  
e-mails including  
UK Power networks: 105 national number launch  
LAIS 1392 Housing and Planning Act 2016: Neighbourhood Planning  
LAIS 1389 New Governance and Accountability Guide  
LAIS 1393 Precept Consultation  
MSDC Notice of Autumn Town and Parish Liaison meetings - 1<sup>st</sup> November 2016  
MSDC - CIL Neighbourhood payments October 2016.  
SCC Notification of Temporary road closure 7/11/16 – 9/11/16 at night to replace 'cats eyes'  
Councillor Hicks - Offer of financial help if necessary with Councils changing websites.  
September report for Thredling Division from Cllr Hicks.

**13. Any other business.** Cllr Bulsing noted the number of cars that were apparent at Wanda Cottage and asked if the new residents were known to the village. It was noted that the newly-erected fence would appear to contravene planning regulations. Cllr Corrigan advised the meeting of a Police report of a break-in in Stonham Aspal and asked parishioners to be vigilant.

**14. Date of next meeting.** The next meeting is scheduled for the 16<sup>th</sup> November 2016 at 6.30 p.m. in the Church.

The meeting closed at 8.15 p.m.