

# PETTAUGH PARISH COUNCIL

MINUTES of meeting

**THURSDAY 6 MARCH 2025**

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

**Present:**

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

**1/03 APOLOGIES FOR ABSENCE**

None.

**2/03 MINUTES OF MEETING – 15 JANUARY 2025**

**RESOLVED** that the Minutes of the meeting of the Parish Council held on 15 January 2025 be approved and confirmed.

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

None received.

**4/03 PUBLIC PARTICIPATION**

None. It had however been reported to a Councillor that the dog waste bin on A1120 adjacent to the Church had been damaged due to a car leaving the road and coming to a halt in the roadside vegetation.

**5/03 FINANCE**

The Parish Council considered the following matters:

**(a) Financial Statement**

A statement showing the position as at 1 March 2025 regarding the Parish Council's bank accounts and reconciliation of recent payments was received and noted. The balance of the Community Account with no unpresented cheques was £5,887.31, and the Business Premium Account was £1,081.31. Expenditure to date totalled £3,338.60. The Clerk pointed out that the Community Account balance was at a slight variance to actual expenditure in that presented cheque 100496 was shown on the bank statement as £59.59 instead of the agreed payment of £59.99.

### **6/03 PUBLIC PARTICIPATION**

The Chairman adjourned consideration of the Finance item at this point since District Councillor N Hardingham had arrived at the meeting. He then presented his report which had previously been circulated.

It was noted that the Clerk had submitted an application for possible funding from Councillor Hardingham's Locality Budget towards the proposed refurbishment of the telephone kiosk. It was likely that with a new budget in April a contribution towards the Parish Council's proposals for highway signs/lines improvements may also be possible.

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

The Parish Council resumed consideration of this agenda item.

#### **(a) Confirmation of action**

The Parish Council noted and confirmed the action of the Clerk in consultation with the Chairman, pursuant to Financial Regulations, to agree a supplementary price of £108.00 with Mr M N King to complete the noticeboard work.

#### **(b) Accounts for payment**

The following accounts were received:

Clerk's salary and expenses (January to March) - £268.91  
St Catherines Church PCC (Use of Church for Meeting) - £18.00  
Mr M N King (Noticeboard work – confirmation of payment previously issued as invoice amount in line with estimate) – £239.70  
Mr M N King (Noticeboard – additional work as agreed) - £96.00

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

#### **(c) Audit of Accounts 2024/25**

**RESOLVED** that Heelis and Lodge be appointed again as Internal Auditors for the above audit.

### **8/03 PARISH AMENITIES**

The Clerk reported that there was some minor finishing work to the inside of the new noticeboard and for a catch to one of the doors to be repaired/renewed. Mr King had earmarked 1 May 2025 for a start to be made to the telephone kiosk work with a further three days set aside mid-month for completion.

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

The Parish Council noted that a significant number of signs previously earmarked for repair/replacement had been renewed. It was therefore a matter now to identify what remained to be done. In addition to two known signs either missing or damaged, it was suggested that attention could be given to renewal of or additional road surface markings. Investigating the possibility of a location for the SID on the A1120 still remained.

It was agreed that a fresh approach be made to the Highways Liaison Officer of the County Council.

**10/03 OTHER BUSINESS**

Councillor Crane reported that she had recently attended part 1 of the new Councillors' induction training.

**11/03 NEXT MEETING**

It was agreed that the next meeting be fixed for Wednesday 7 May 2025 with the Annual Parish Meeting starting at 6.00pm to be followed by the statutory annual meeting of the Parish Council.

The Chairman closed the meeting at 7.41 pm.

Chairman  
7 May 2025