

**MINUTES OF THE ANNUAL MEETING OF PETTAUGH PARISH COUNCIL
HELD 1st MAY 2018 IN ST CATHERINE'S CHURCH AT 6.35 p.m.**

FOLLOWING THE ANNUAL PARISH MEETING

M. 10
13/6/18

Those present: Councillor Andy Corrigan (Chairman), Councillor Belinda Bulsing and Councillor Gordon Janson. Mrs Margaret Marlow was Acting Clerk. One parishioner was also present.

- 1. Welcome by the Chairman.** The Chairman welcomed all to the meeting.
- 2. To Elect a Chairman.** This being the Annual Meeting the Chairman stood down. As there was no nomination for Chairman, it was agreed that Cllr Corrigan would Chair the meeting.
- 3. For Chairman and Vice-Chairman to make and sign their Declaration of Acceptance of Office.**
No declarations of Acceptance of Office were made.
- 4. Apologies for Absence.** Apologies for absence had been received from Cllr Malcolm Owers and Cllr Stephen Rowe.
- 5. To receive Declarations of interest.** There were no declarations of interest.

Public Forum: Those present were invited to speak on any of the agenda items.

6. To approve the Minutes of Parish Council Meeting – 21st March 2018. All Councillors voted to approve the minutes. The minutes were accepted and signed by the Chairman as a true record.

7. Matters arising from the Minutes. There were no matters arising from the minutes that were not discussed under other agenda items.

8. To hear a Parish Council report for 2017. The outgoing Chairman presented a report on the work of the Parish Council over the past year. The Parish Council has held five meetings since the last Annual Meeting, and during the year the Parish Council has considered one planning application. The Parish Council held a 'pop-up' pub event in August which 40 people attended and was considered a great success. The ongoing question of Broadband is considered on a regular basis and the Parish Council continue to apply pressure where possible. The latest information is that Broadband should become available in June. The Parish Council have also discussed drainage and road problems through the winter and referred complaints to Suffolk Highways. Attention has been paid to the ongoing development at Stonham Barns. A new proposed development of 275 houses in Debenham is also a concern, as the traffic through Pettaugh will increase, and there are likely to be problems with the local schools and facilities in Debenham.

The Chairman thanked the Webmaster for his ongoing commitment and helpful support with the Pettaugh Suffolk. Cloud website.

A more recent initiative is to enhance the appearance of the centre of the village. It is hoped that this will improve the wellbeing of parishioners and help to reduce traffic speed through the village. Councillors have agreed that the Parish Council will fund this work.

The Chairman thanked the Acting Clerk for her work for the council.

9. To receive a report from the Metcalf Education Foundation Representative for 2017. The Metcalf Representative sent her apologies for being unable to attend the meeting but had prepared a report giving the following details. A new poster had been prepared and placed on the notice-board to highlight the

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availability of grants from the Metcalf Education Foundation. The Metcalf Committee have removed application deadlines and are happy to consider applications all year.

One grant was made last year to a Stonham Aspal student, and grants were made to Stonham Aspal village hall for a sound system, and primary school leavers were given bibles.

10. To receive a report from St Catherine's Parochial Church Council for 2017. The Acting Clerk presented a brief report from the Parochial Church Council for 2017. The PCC welcomed the Institution and Induction of the Reverend Susan Bates as the new Rector for the Benefice. There has been a change in the pattern of services at St Catherine's, with usually three services a month. The PCC works hard to raise funds to keep the church going and is grateful for the support it receives. A copy of the report for 2017 will be appended to these minutes.

11. To complete and sign the first section of the Annual Governance and Accountability Return 2017/18. Councillors reviewed the Annual Governance Statement 2017/18 and signed the statement. Councillors then agreed to the signing of the Certificate of Exemption indicating that Pettaugh is a smaller authority. The audit papers will be passed to SALC for Internal Audit.

12. To receive an update on proposals for a Community event, and the enhancement of the central village area. The Acting Clerk had written to the PCC requesting permission to use the Church Meadow for a Community event. The PCC were agreeable to this and were happy to support any event. A date was considered possibly the 7th July. It would be necessary to find volunteers (one so far) to take charge for event to progress further.

The PCC has also agreed to the amalgamation of the two notice-boards. It is therefore proposed that Mr Bysouth prepare a budget proposal and proceed with the work. The Parish Council agreed at the last meeting that the costs will be met by the Parish Council.

13. To authorise cheque payments. The Acting Clerk reported that to date the Parish Council Current Account balance was £2,885.92, and the Business Premium Account balance was £1,049.62. The Parish Council had received payment of the first half of the precept. Councillors were asked to authorise the following cheque payments:

i) SALC - Subscription for 2018/19 – Invoice no 20564. cheque no: 100387	£136.17
ii) Suffolk. Cloud invoice no 28058C - Annual website hosting and support 1 st April 2018 – 31 st March 2019. Cheque no:100391	£100.00
iii) MSDC – Dog bin emptying. Invoice no 2000062611. Cheque no: 100389	£126.00
iv) St Catherine PCC for use of Church – 1 st May 2018 cheque no: 100390	£15.00

14. To record correspondence received. A recent e-mail from SALC had indicated that it was now unlikely that it would be necessary for Parish Councils to appoint a Data Protection Officer when the new General Data Protection Regulations come into law at the end of May. There was no other significant correspondence to report.

Following the conclusion of the official business, Councillor Corrigan said that he would no longer be able to continue as a councillor due to pressure of work and was therefore resigning from his position.

15. Any other business. Cllr Janson had attended the last Stonham Barns Liaison meeting on behalf of the Parish Council. He reported they had another five ongoing projects, but there was no representation from MSDC Planning Department at the meeting, and that the Stonham Barns company was just proceeding with work at will.

16. Date of the next meeting. The next Parish Council meetings has been scheduled for Monday 2nd July 2018 at 6.30 p.m. in St Catherine's Church.

The meeting closed at 7.30 p.m.