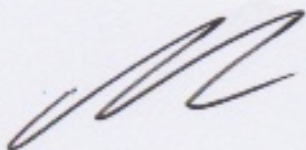


**MINUTES OF MEETING OF PETTAUGH PARISH COUNCIL HELD
ON
5 MAY 2021 AT 6.30 p.m. BY VIDEO CONFERENCE**

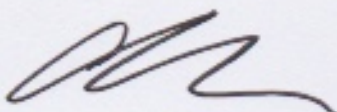
Those present: Councillor Belinda Bulsing, Councillor Andy Corrigan, Councillor Stephen Rowe and Councillor Esther Thornton.

1. **Apologies and note of Absences.** None. Councillor Andy Corrigan was elected as chairman for the meeting.
2. **To receive any Declarations of Interest, Pecuniary and Non-Pecuniary.**
None.
3. **To consider and agree the Minutes of Parish Council Meeting - 30 March 2021.** Councillors voted to accept the resolution to approve the Minutes. The Minutes were approved as a true and correct record.
4. **Public participation session - Correspondence** was received from parishioners regarding the A1120 (see item 16 below).
5. **To review and sign Financial Statements to 31 March 2021 and current Financial Statements -** The Councillors reviewed the Receipts and Payments Summary 2020/2021 and Bank Reconciliation to 31 March 2021. Due to the fact that it had been noted that there was no record in the Minutes of the re-appointment of a RFO after the meeting on 20 January 2021 (although it was understood that the former RFO would continue on a meeting to meeting basis, as was the case with the Interim Clerks, as noted at item 3, Minutes of 20 January 2020) it was agreed not to sign these until the RFO has been formally re-appointed as the next Parish Council Meeting. The Councillors also reviewed the latest financial information available and considered the most up to date balances. The Councillors also noted £5916.30 as the balance in the Barclays Business Community Account as at 30 April 2021, less three presented cheques in the sum of £544.53 and income received in the sum of £1566.94, resulting in a balance of £6,938.71. The Councillors also confirmed £1,054.13 as the balance in the Barclays Business Premium Account as at 30 April 2021. Councillor Andy Corrigan (Chair) agreed to sign the Financial Statement to 31 March 2021 as approved. The Councillors agreed to add the appointment of a Responsible Financial Officer as an item on the agenda for the Council's next meeting.
6. **To review and complete form for exemption 2020-2021 from External Audit -** The Councillors deferred this item to the Council's next meeting.



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7. **To sign off payments made during the financial year 2020-2021** - The Councillors reviewed the payments made and they were confirmed unanimously. Councillor Andy Corrigan (Chair) agreed to sign off the payments.
8. **To consider current requests for payment** - The Councillors considered additional information received from Pettaugh Church Council providing further details about the urgent tree safety work in and around the footpaths, churchyard and meadow which was carried out in early 2021. After detailed discussions it was agreed that the Council would seek a more detailed breakdown of the costs incurred, the location of the works and more information about the Millennium tree.
9. **To report on bank mandates** - Councillor Belinda Bulsing provided a short update and reported that the new updated forms have arrived from Barclays. It was also noted that Councillors who are existing customers of Barclays are exempt from the requirement to provide certain ID. The forms would be circulated to the Councillors for signing.
10. **To consider and agree Section 1, Annual Governance Statement 2020-2021** - The Councillors agreed to defer this item to the Council's next meeting. However, the Councillors wanted to record their appreciation and thanks to Richard Clarke and his commitment and unfailing assistance with the Council's website.
11. **To consider and agree Section 2, Annual Governance Statement 2020-2021** - The Councillors agreed to defer this item to the Council's next meeting.
12. **Casual vacancy** - Councillor Belinda Bulsing updated the Councillors that there was nothing to report.
13. **Parish Clerk** - The Councillors agreed to re-start an advertising campaign utilising Debenham Parish Magazine and notice boards in Debenham. An update will be provided at the Council's next meeting.
14. **To discuss date for Parish Meeting of the Parish**- The Councillors noted that it was expected that there would be a relaxation of the social distancing rules from 17 May. In the light of this, the Councillors agreed to consider dates after 17 May 2021 to enable the fullest possible public participation. The date of 27 May 2021 was agreed for the Parish Meeting of the Parish.
15. **To discuss date for Annual Meeting of the Parish Council** - The Councillors agreed to hold the Annual Meeting of the Parish Council on the same date as the next Parish Council Meeting. It would be held at 6pm. (Please refer to item 14 above)
16. **Damage to 30mph sign on A1120 at entrance to village near Church** - Councillor Belinda Bulsing was contacted by parishioners about damage to the traffic



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sign. Councillor Belinda Bulsing reported the issue to Suffolk County Council and a formal response is awaited. The Councillors wanted to record their thanks to Councillor Belinda Bulsing for her prompt action.

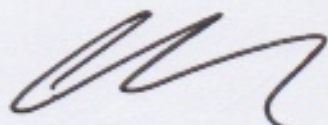
17. Highway safety issues along the A1120 - Councillor Esther Thornton provided a short update about following up on previous correspondence with Suffolk County Council. Rather disappointingly there has been still no response from the officers. However, County Councillor Matthew Hicks suggested, subject to the outcome of the elections, that members' locality budgets may provide some assistance. The Councillors agreed to invite County Councillor Matthew Hicks to the Council's next meeting/the Meeting of the Parish. The Councillors considered that his attendance at the meeting and experiencing first-hand the significant safety issues at the footpath crossing near the Church, the speeding issues at Townhouse Corner and the 'not fit for purpose' A1120 T junction may add weight to the Council's repeated concerns.

18. To review GDPR arrangements - The Councillors reviewed the relevant documents. Councillor Stephen Rowe agreed to continue in the role of the Council's Data Protection and Compliance and Data Breach officer.

19. Any other business - Councillor Belinda Bulsing reported about the activities of a charity, the Rural Coffee Caravan and the possibility of them visiting Pettaugh. The Councillors fully supported such an initiative and Councillor Andy Corrigan (Chair) and Councillor Belinda Bulsing agreed to take this forward. The Councillors also discussed potential repairs to the telephone box and a litter picking event later in the year. The Councillors agreed to consider this in detail at the next Council meeting. Councillor Esther Thornton reported that the public examination of the new joint Local Plan for Babergh and MSDC will start on 21 June 2021.

20 **17. Date and time of next meeting.** 26 May 2021 at 7.00 p.m.

The meeting closed at 7.46 p.m.



26.05.21