

**MINUTES OF MEETING OF PETTAUGH PARISH COUNCIL HELD ON
21 JANUARY 2022 AT 6.30 p.m. AT ST CATHERINE'S CHURCH
PETTAUGH**

Those present: Councillor Belinda Bulsing, Councillor Margaret Marlow and Councillor Esther Thornton.

1. Apologies and note of Absences. Apologies were received from Councillor Stephen Rowe and Councillor Andy Corrigan. Their absence was approved. Councillor Margaret Marlow was elected as chairperson for the meeting.

2. To receive any Declarations of Interest, Pecuniary and Non-Pecuniary. Councillor Margaret Marlow declared a non-pecuniary interest in item 15 on the agenda.

3. To consider and agree the Minutes of Parish Council Meeting – 15th December 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 - There were no issues raised by members of the public.

5. To consider current Financial Statements

5(i) Bank Reconciliation - The Councillors reviewed the latest financial information available and considered the most up to date balances. The Councillors confirmed £7688.75 as the balance in the Barclays Business Community Account and noted the three unrepresented cheques i) to Stella Houlihan in the sum of £657.03 for clerking ii) to SALC in the sum of £143.03 for annual membership fee and iii) to SALC in the sum of £240 for clerk training resulting in the balance of £6,648.69. The Councillors also confirmed £ 1,054.22 as the balance in the Barclays Business Premium Account as at 18 January 2022. The Councillors noted the unspent funds available £7,702.91. Councillor Margaret Marlow (Chair) agreed to sign the Financial Statement as approved.

5(ii) Budget to actual – The Councillors reviewed the latest 2021-22 budget figures and the actual expenditure as at 21 January 2022. The Councillors also noted the budget figures left until 31 March 2022.

5A. To discuss and agree the budget for 2022/23 - The Councillors considered the draft budget and the proposed itemised figures were discussed in detail. In particular, the significant cost of clerking and the need to purchase a new laptop were considered. The need to update the parish council's website and its realistic running costs were also discussed. Additional expenses such as a cohesive jubilee community event were discussed.

Chair S. Rowe . 23.3.2022

Councillor Esther Thornton proposed to approve the budget and Councillor Margaret Marlow (Chair) seconded the motion. It was carried unanimously.

5B To consider and agree the precept 2022/2023 and sign the form required to request payment of the precept – Councillors considered in detail the precept for 2022/2023 and following an in-depth discussion Councillor Margaret Marlow (Chair) proposed a nominal increase to the precept, by 0.01 percent, from £2,940 to £2,976 and Councillor Esther Thornton seconded it. The decision was carried unanimously.

6. To consider requests for payment – The Councillors considered the purchase of a new laptop for the parish council. The decision on this item was deferred until the new financial year. The Councillors were also informed that there was no information available about the Parish Clerk's hours incurred up to 16 January 2022. This item was also deferred pending the information becoming available.

7. To consider application for planning permissions without compliance of condition(s) DC/21/06/06733, Birches Meadow, the Whytchwoods, Pettaugh – The Councillors considered the proposed development and agreed that it did not raise any planning issues. Accordingly, a 'no objection' response will be submitted in response to the consultation.

8. To consider the Coffee Caravan for 2022 – The Councillors agreed that the dates suggested earlier, namely 3 May, 5 July and 6 September 2022 remain suitable. Councillor Belinda Bulsing will re-confirm with the Coffee Caravan.

9. To consider the damage to 30mph sign on A1120 at entrance to village near Church. Clerk's report on progress to repair – Councillors agreed to follow up the matter of repair with County Councillor Matthew Hicks.

10. Highway Safety Issue along the A1120. Clerk's report – The Councillors agreed to follow up this concerning safety issue with County Councillor Matthew Hicks.

11. To consider Lorry Route consultation – The Councillors discussed the various lorry related highway issues within the parish. In particular, the long standing, unsafe and unfit for purpose T junction on the A1120 and its impact on highway (including pedestrian) safety and on residents' safety and amenity were considered in detail. It was agreed that the Parish Council would respond to the consultation. Councillor Esther Thornton will write to the County Council accordingly.

12. To consider the draft B&MSDC draft housing supply position statement consultation - The Councillors noted the position and Councillor Esther Thornton agreed to collect relevant information and provide an update when available.

Chair S. Rowe. 23.3.2022

13. To consider the parish council response to the Public Consultation – Transport East by the deadline 30th January 2022 – Councillor Belinda Bulsing introduced the Transport East initiative covering various modes of transport to the Councillors as she has attended a consultation event. Councillor Belinda Bulsing agreed to respond to the survey on behalf of the Parish Council and Councillor Margaret Marlow (Chair) agreed to look at the consultation materials.

14. To consider Summer Event. Queen's Platinum Jubilee – The Councillors discussed in detail various initiatives such as tree planting and a community event. In addition, the need to advertise the event was considered. Councillor Margaret Marlow (Chair) suggested a flyer for everyone in the parish to seek ideas and volunteers.

15. To consider asking the Parochial Church Council of St Catherine's to apply for the Church Meadow to be a village green, under the Commons Act 2006 – The Councillors considered the legal article on village greens. Following detailed discussion the Councillors agreed to make a formal request to the Parochial Church Council to consider applying for registering the Church Meadow as a village green.

16. Date and time of next meeting. 16 March 2021 at 6.30 p.m.

The meeting closed at 8.25 p.m.

Chair S. Rowe . 23.3.2022