

PETTAUGH PARISH COUNCIL

MINUTES of meeting

TUESDAY 23 JANUARY 2024

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

Present:

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

1/01 APOLOGIES FOR ABSENCE

None.

2/01 MINUTES OF MEETING – 28 NOVEMBER 2023

RESOLVED that the Minutes of the meeting of the Parish Council held on 28 November 2023 be approved and confirmed.

3/01 DISCLOSABLE PECUNIARY INTERESTS, OTHER REGISTRABLE INTERESTS AND NON-REGISTRABLE INTERESTS

None.

4/01 PUBLIC PARTICIPATION SESSION

Councillor Nick Hardingham, the Ward District Councillor, spoke to his report which had previously been circulated.

5/01 FINANCE

The Parish Council considered the following matters:

(a) Financial Statement and Bank Reconciliation/Budget Update and determination of precept for 2024/25

The Clerk advised that he not produced a statement and reconciliation for this meeting as there had only been the one transaction following the last meeting. Further to that provided at the last meeting, a budget update report had been produced. This showed the actual expenditure against budget for 2023/24, the projected outturn for 2023/24 and a proposed budget for 2024/25.

Minute 5/01(a) continued

Estimated expenditure outturn for 2023/24 was £3,320 against a budget of £5,745. The proposed budget for 2024/25 was £5,105 and agreed. No new or increased expenditure was proposed, although the Clerk was asked to check whether the point/banding at which his salary had originally been determined had been increased. He was also asked to check whether the insurance cover included provision for legal expenses in the event of issues such as land disputes etc.

The Parish Council remained mindful of its existing and potential balances to be carried forward and the need to either reduce these through planned expenditure, or otherwise identify an earmarked reserve to be held against those balances for inclusion in a future budget. To that end, the Parish Council confirmed its wish to commit future expenditure towards traffic speed awareness through the village including the purchase and siting of a second speed indicator device, which was now under active consideration. It was agreed that an earmarked reserve of £3,000 against existing balances be included at this stage.

RESOLVED

- (I) that the report on expenditure to date against the budget, and the estimated outturn for 2023/24 be accepted, and the proposed budget for 2024/25 as shown in the **Appendix** to these Minutes are agreed;
- (II) that in the light of the proposed budget, the existing balances and agreed earmarked reserve for future budget provision, the precept upon Mid Suffolk District Council as charging authority for 2024/25 be set at £2,750.00;
- (III) that donations/financial assistance be considered at the next meeting.

(b) Accounts for payment

The following accounts were received for payment:

Mr S P Jennings (Clerk's claim for hours and expenses) - £123.73
Mr S P Jennings (reimbursement for renewing Microsoft 365 subscription) – £59.99
Suffolk.Cloud (renewal fee for Clerk's email account) - £20.00
St Catherine's Church PCC (use of church for meetings) - £36.00

RESOLVED that the above accounts be approved for payment.

Minute 5/01 continued

c) Review of banking arrangements

This was reviewed again, and Councillor Bulsing agreed to pursue with Barclays a move to on-line banking together with the facility to move funds between accounts.

6/01 CORRESPONDENCE AND NOTIFICATIONS

None for consideration.

7/01 TRAFFIC SPEED THROUGH THE VILLAGE AND OTHER RELATED MATTERS

The Clerk reported that Suffolk Highways required the properly completed survey form in order to consider the proposal for a new speed indicator device. It was agreed that Councillors meet on site at a suitable date and time to complete this.

8/01 PARISH IMPROVEMENTS

Further to the discussion at a previous meeting, it was agreed that Councillors draw up a list of the locations where signage/street furniture required attention and the Clerk would then pursue with Suffolk County Highways how this could be best dealt with and the potential cost.

9/01 OTHER URGENT BUSINESS

Reference was made to two footbridges over a stream in the locality which had been lifted up and moved in the recent bad weather. Councillor Bulsing agreed to report this.

A vote of thanks was recorded for the work by Franceys Allen to repair steps on the bridge over the stream to the rear of the Church Meadow.

The Chairman closed the meeting at 7.40 pm.

Chairman
19 March 2024