

Minutes of the Rendham Parish Council Meeting Held in Rendham Village Hall Monday 6th January 2025 at 7.30pm

Present – Cllr. Willett (Chairman), Cllr. McFawn (Vice Chair), Cllr. Gleeson, Cllr. Field, Cllr. Morford, Cllr. Silvester, Cllr. Stollery.

Also, in a virtual attendance via video call: Rendham Parish Council Clerk/RFO

A Public Forum – no one in attendance

1. Apologies for absence – Apologies were received from Cllr. Bennion and accepted.

2. Declarations of Interest/Register of Interests: none

3. To approve/ sign Minutes of the PC meeting held on 11th November 2024

Minutes of the Parish Council meeting held on Monday 11th November 2024 had been circulated to all councillors, and it was resolved that these minutes be agreed as a true and accurate record of the proceedings and be duly signed and dated by the Chairman. - proposed by Cllr. Silvester, seconded by Cllr. Gleeson, all agreed unanimously.

4. Correspondence for information – circulated accordingly.

Due to ongoing concerns regarding the lack of progress in implementing the promised flood prevention measures for properties near the River Alde and residents experiencing significant anxiety over the persistent risk of flooding (received correspondence from a Rendham villager), it was agreed for the Clerk to prepare and send an inquiry letter to the Environment Agency, requesting an update on the status of the flood prevention projects and a clear timeline for when the works will begin, and Cc district Councillor Owen Gray.

5. District Cllr. and SCC Cllr. reports for information

District Cllr. Owen Gray not present or report sent.

County Cllr. Stephen Burroughs couldn't attend the meeting, and informed that he will send his report at a later date.

6. To receive Reports/updates for information:

- a) VHMC – report received and noted. In the report Chairman of Rendham Village Hall Management Committee, informing about current activities held in village hall and planned upgrades, repairs (full report is available on Rendham Village website rendham.onesuffolk.net).
- b) Parochial Church Council – no report received.
- c) SALC – Cllr. Gleeson – nothing to report. It was noted that councillors have access to the SALC website, including newsletters where the latest updates on the public sector are available.
- d) Tree Warden – Cllr. Gleeson – report received and noted – there was given an information about Christmas trees and possible ways how to recycle them (full report available on Rendham Village website).
- e) PARK – Cllr. Field – no report sent. It was noted that PARK Committee's meeting is planned at the end of January.
- f) Village Website – it was noted that the information on the village website is up to date.

7. Election of Representatives:

- a) East Suffolk Planning Alliance (ESPA) – it was noted as a concern that it is community engagement group but without a constitution.

Representative appointed Cllr. McFawn – proposed by Cllr. Morford, seconded by Cllr. Gleeson and all councillors agreed unanimously.

b) Community Partnership – It was agreed that Cllr. Silvester will contact one of the potentially interested Rendham villagers to become a representative of the Community Partnership.

8. Accounts

a) Financial Report and Budget assessment on 01/01/2025 – bank’s balances according to bank statements were reviewed and noted as expenses are in line with the Budget and therefore, it was agreed that the expenses were within acceptable parameters. Main transactions were explained.

b) Amenity Fund Financial report on 01/01/2025 presented to councillors and main expenses noted.

c) Amenity Fund Cheque confirmation – Newsletter “The Street” £60 (Nov) – the payment was noted and agreed by all the councillors.

d) To confirm payments made by cheque from HSBC account – Payment to Clerk £109.86 (salary (Dec)) – the payment made was noted and confirmed.

e) Cheque authorisation – Payment to Clerk: salary (Jan) £164.06 incl. backpay and PAYE (Jan) £9.20, (no expenditures for printing included this time) – the payment cheques were reviewed, and all Councillors agreed unanimously for the cheques to be signed to proceed with the payment.

f) Online transaction authorisation – East Suffolk Services (grass/hedges cutting on the Rendham playing field) – yearly payment £407.10 (inc. VAT £67.85). It was agreed to proceed with the payment from Bank of Scotland current account. Clerk to set up the online bank payment and send it for approval to the Bank of Scotland signatories. Proposed by Cllr. McFawn, seconded by Cllr. Morford, all agreed unanimously to proceed with a payment from BoS account.

g) Donation received from Fete moneys £675 and deposited in Rendham Village Amenity Fund Trust account - the payment received was noted.

h) Update on internet banking (signatories) – it was noted that councillors who are designated as signatories need to submit their completed applications to the Bank of Scotland to register for Internet Banking to be able to use it.

i) To decide on further banking with HSBC (current account) and further actions – it was agreed to keep HSBC current account until transition to Bank of Scotland account is completed, and internet banking is ready to use by all designated signatories. – proposed by Cllr. Silvester, seconded by Cllr. McFawn, all agreed unanimously.

j) Budget Setting – accept budget and precept for 2025/2026.

In calculating a budget for 2025/2026, the Clerk has examined all the costs incurred to date and made provision for changes, as well as including items that we as Parish Council may be liable for in the future and have presented a draft budget 2025/26 for consideration to councillors. Councillors after discussion on each expenditure position agreed on final budget for 2025/26 in amount of £3642.06. This marks a minimal increase compared to last year's budgeted expenses of £2,842. The planned increase is due to planning additional costs for the church clock maintenance, an increase in PC insurance costs, and playing field maintenance (grass/hedges cutting) costs.

After thoroughly considering future expenditures and considering the existing PC budget reserves and planned income from VAT returns, councillors agreed to approve a precept request of £3,074. Importantly, this was achieved without increasing the tax charge. For a Band D ratepayer, the tax charge will remain at £22.02 in 2025/26, reflecting a 0% change on the 2025/26 council tax bill.

To accept budget and precept 2025/26 proposed by Cllr. Morford, seconded by Cllr. Silvester, all agreed unanimously. Clerk to submit request for precept to East Suffolk Council.

It was noted that the planning budget for 2026/27 should be drafted and discussed in September.

9. Planning matters

Rendham PC Response – sent on 1st January 2025 with no objections regarding planning application for Single storey rear and side extension - Berry Brook, Sartoria, Bruisyard Road (Planning reference DC/24/4397/FUL).

10. To consider increasing the numbers of councillors on Rendham Parish Council.

After discussing this matter, it was agreed to keep the existing number of councillors and not to request an increase.

11. To consider to adopt Co-option Policy - Item deferred to the next Parish Council meeting.

12. Update on tree felling on Rendham Village Greens – It was noted that the felling of dangerous and dead ash trees was completed at the end of December (30.-31st Dec 2025).

13. Update on project “Keep The Heat” (Clerk) – it was noted that the "Keep The Heat" project was successfully concluded in Rendham village. During the first two weeks of December (4th-17th December 2024) a thermal imaging survey was conducted in 6 houses in Rendham Village to identify potential areas of heat loss. It was well received and homeowners received thermal image photos of their house that showed them the hot and cold spots of the building. All Thermal imaging surveyed houses were pointed where additional insulation is needed (wall, lofts, draught proofing etc.).

14. Matters arising from the November PC Meeting:

- Future of the Rendham Newsletter “The Street” - A discussion was raised about whether anyone has approached the current editors of *The Street* to see if someone is willing to take over the newsletter and volunteer as the editor.
- A query was raised with the Clerk regarding any response from the churchwarden or chairman of VHMC about the broken fence near Rendham village hall.

The Clerk forwarded an email received from the churchwarden to the Councillors, clarifying the situation with the fence and the planned actions for fixing it.

15. Any other business for discussion not listed above - none

16. Note the date of the next PC meeting - on Monday 10th March 2025 at 7.30pm – the date of the next PC meeting was noted. Also dates for the further meetings noted and included in these minutes.

Annual Parish Meeting	12 th May 2025	7.00pm
Parish Council Annual Meeting	12 th May 2025	7.30om
Parish Council Meeting	7 th July 2025	7.30pm
Parish Council Meeting	8 th September 2025	7.30pm
Parish Council Meeting	10 th November 2025	7.30pm

The meeting closed at 21.10pm