

**Minutes of the Rendham Parish Council Meeting
Held in Rendham Village Hall Monday 9th September 2024 at 7.30pm**

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

Also, in attendance: Chairman of Rendham Village Hall Management Committee (VHMC)– D.Moore, and

Rendham Parish Council Clerk/RFO

A Public Forum – no one in attendance

- 1. Apologies for absence** – none
- 2. Declarations of Interest/Register of Interests:** none
- 3. To approve/ sign Minutes of the PC extraordinary meeting**

Minutes of the Parish Council meeting held on Monday 8th July 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.

- 4. Correspondence for information** – circulated accordingly.

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

District Cllr. Owen Gray not present or report sent.

County Cllr. Stephen Burroughs not present or report sent.

- 6. To receive Reports/updates for information:**

- a) VHMC – no report received – The Chairman of the Village Hall presented updates regarding activities happening at the hall, including table tennis and Pilate sessions. The Chairman also addressed some maintenance issues, noting that cosmetic work is needed to repair a crack in the wall.

Additionally, the Chairman highlighted that there are no longer any concerns regarding the use of the car park by Juniper Barn customers.

- b) Parochial Church Council – email received from Rendham Parish Church warden: “As the Council will be aware, the Licensing Service for our new Priest-in-Charge, the Rev. Claire Kiddy, takes place this Wednesday 11 September at St Mary's Church, Dennington, and in common with the other five parishes which consists of the Benefice of the Upper Alde, we look forward to welcoming her at Rendham. Her first service here will be at 9.30 am on Sunday 22 September. There is to be the funeral of Bob Ditchburn in St Michael's Church this Friday 13th September at 2.30 pm and we are all very saddened by his death.”

- c) SALC – Cllr. Gleeson – nothing to report

- d) Tree Warden – Cllr. Gleeson – no report sent – issue raised regarding dieback ash on Rendham Village Greens, what needs to be looked at.

- e) ESPA – Cllr Norman – nothing to report

- f) PARK – Cllr Field – no report sent – it was noted that PARK Committee has done a great job securing a funding from the Community Fund to build a boules court on Rendham Village playing field. The Boules court was officially opened on 17th August 2024, following a successful event, “Jour de France”. The event was a fantastic

celebration, and major credit goes to Gina Purvis (member of PARK Committee) for her exceptional organisation and dedication in making this happen and raising around £300 to invest in further community events.

Also, it was noted that the next event planned by the PARK Committee will be the “Open Garden Event”.

It was further discussed to create a suitable walkway or path from the entrance of the playing field to the boules court enclosure to facilitate access to pushchairs and wheelchairs, this may be installed using grass matting to create a firm surface for wheeled devices. Clerk to investigate available grants what can fund such a project and to email findings to the PARK committee.

- g) Village Website – it was noted that the information on the village website is up to date. The Clerk, with the help of the webmaster, has been diligent in publishing all necessary information from the Rendham Parish Council.

7. Accounts

- a) Financial Report and Budget assessment for 2024 to 2025 – bank’s balances according to bank statements (on 01/09/2024) were reviewed and noted as expenses are in line with the Budget and therefore, it was agreed that the expenses were within acceptable parameters.
- b) Amenity Fund Financial report for 2024 to 2025 – detailed financial report on 01/09/2024 presented to Cllrs and main expenses noted.
- c) Amenity Fund Cheque confirmation – Newsletter - The Street £39 – the payment was noted and agreed by all the councillors.
- d) Cheque confirmation – Action Play and Leisure Ltd £2559.60 (inc. VAT £426.60), Payment to Clerk £145.00 (salary (July) £136.15 + document printing (May) £8 (inc. VAT £1.33) +postage £0.85), PAYE £34.00 (July), Clerk’s Salary (Aug) £94.53, and PAYE (Aug) £23.60 – the payments made were noted.
- e) Cheque authorisation – Payment to Clerk total £91.86 – (salary (Sept) £87.46 + postage £4.40), PAYE £22.00 (Sept) – the payment cheques were reviewed, and all Councillors agreed unanimously for the cheques to be signed to proceed with the payments.

8. Planning matters

- a) Rendham PC Response – sent on 29th August 2024 with no objections regarding planning application for Briary Cottage (planning reference DC/24/2798/FUL).

- 9. To consider updating PC asset register** (to include Boules Court) – it was agreed by all Cllrs, that Boules Court must be included in PC asset register. Cllr Field provided an update on the planned expenses (£ 2809.20) for building the Boules court and confirmed that funding has been received from the Community Grant. Clerk to update PC asset register accordingly.

- 10. To consider identified problems of Rendham Parochial Church Council’s carpark use** - councillors referred to the discussion with the Chairman of the VHMC Committee and agreed to not get involved but to follow up on the situation with car park.

- 11. To consider renewal of PC insurance** – the insurance renewal quote was noted, and it was agreed to update some details and enquire about certain terms with the insurer. Additionally, it was decided to obtain two more insurance quotes for comparison. Clerk to contact insurers and obtain new quotes.

- 12. To confirm Rendham PC representative(s) at the Licensing Service (Wednesday 11th September 2024, St. Mary's Church, Dennington at 7.30 pm) to welcome the Rev. Claire Kiddy - new Priest in charge** – it was agreed that Cllr Morford will be attending the Licencing Service and will represent PC.

13. **To consider installation of bicycle rack(s) (Cllr Norman)** – it was agreed not to go forward with installation of bicycle racks.
14. **Project “Keep The Heat” (Cllr Norman)** – it was agreed to share the information regarding this project with Rendham community and find out how many villagers would have liked their homes to be surveyed with thermal imaging. Clerk to prepare an email with information about the project and share to the community. If there is an interest – proceed with the project.
15. **To consider conserving and enhancing biodiversity in Rendham (requirement Under the 2021 Environment Act)** – discussed the importance of promoting and preserving biodiversity within the local area. Several key initiatives were highlighted: maintaining green spaces and ensuring they are hospitable to a variety of wildlife, involving the local community in biodiversity projects (community clean-ups, planting native species in communal areas (daffodils), keeping sustainable practices within the parish, such as no pesticide use, composting, and supporting local wildlife through bird feeders. Clerk advised on implementing biodiversity policy.
16. **To decide on Village Green maintenance (dead tree felling (quote), risk assessment, planting more new trees, implement tree policy, seek funding, etc)** – it was agreed to obtain more tree felling quotes. James to contact one of the local tree-surgeons to ask for quote. Clerk to follow up.
17. **To consider donations (St Elizabeth Hospice, Citizens Advice East Suffolk, East Anglia Air Ambulance)** - Given the upcoming expenses, which have increased due to inflation, the council decided not to donate to the charities at this time.
18. **Matters arising from the July PC Meeting** - none
19. **Any other business for discussion not listed above** - it was noted that Cllr Norman is stepping down with immediate effect. The Clerk has been tasked with preparing the notice of vacancy and ensuring all necessary procedures are followed. The Councillors thanked her for her dedication and wished her all the best.
20. **Note the date of the next PC meeting - on Monday 11th November 2024 at 7.30pm** – the date of the next PC meeting was noted.

The meeting closed at 9.20pm