

## **Minutes of the Rendham Parish Council Meeting Held in Rendham Village Hall Monday 11th November 2024 at 7.30pm**

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

Also, in attendance:

-Two candidates for co-option of a parish councillor to fill casual vacancy (Agenda Item 3)

-Editor of Rendham Village Newsletter “The Street”– H. Payne (Agenda item 11)

-Rendham Parish Council Clerk/RFO

**A Public Forum** – (see item 3 and item 11)

**1. Apologies for absence** – none

**2. Declarations of Interest/Register of Interests:** none

**3. To receive written applications for the office of Parish Councillor and to Co-opt a candidate(s) to fill the existing vacancy.**

Formal meeting suspended for 17 minutes (from 7.42pm). Both candidates for co-option were invited to speak and subsequently answered a series of questions from the councillors. Following the discussion about the candidates' availability to attend bimonthly meetings and occasionally extra meetings, one candidate withdrew their application, citing the inability to commit to the meetings due to other work commitments. This left one candidate to be voted on for co-option.

Formal meeting resumed. After some discussion between councillors, a vote was held, and Mr Alan Stollery was elected unanimously to Rendham Parish Council. He duly signed his Acceptance of Office form and took his place on the Council.

Clerk to complete all the necessary documentation and update ROI system and SALC with new member details.

**4. To approve/ sign Minutes of the PC meeting held on 9<sup>th</sup> September 2024**

Minutes of the Parish Council meeting held on Monday 9<sup>th</sup> September 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.

**5. Correspondence for information** – circulated accordingly.

**6. 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, his full report available on Rendham Village website [rendham.onesuffolk.net](http://rendham.onesuffolk.net). The main headings of his report are:

- Government's new housing targets must put infrastructure first
- Suffolk launches pothole prevention programme ahead of winter weather
- Council to offer interest-free loans to make homes more energy efficient
- Suffolk residents encouraged to share views on new local transport plan
- Rendlesham revealed inspires classroom archaeology activities
- Suffolk county council set on major investment to further protect Suffolk from flooding
- Suffolk residents urged to share their views on local pharmaceutical services
- HRH the princess royal to open Lowestoft's gull wing bridge

- Council called on chancellor to back local government in autumn budget

There was a discussion between councillors on this report, specifically on the New Local Transport Plan. During the discussion, it was noted that there was no reference to any plans seeking to improve connectivity for villages in the Framlingham district to transport hubs. It remains a frustration that whilst those who are well serviced by buses benefit from continued subsidised fares, the needs of those without buses remain ignored. Villagers facing vastly increased traffic and road problems, as a result of the implications of local energy developments, have no fallback position to public transport, and, for the elderly, have bus passes that remain of minimal use.

It was decided to prepare a reply to a county councillor mentioning this issue – clerk to prepare.

## **7. To receive Reports/updates for information:**

- a) VHMC – no report received.

Additionally, the Chairman asked the clerk to contact chairman of VHMC regarding the situation of a broken fence near the Village Hall.

- b) Parochial Church Council – report received (full report available on the website) and noted – in a report a welcome was given to a new Priest in charge of the Upper Alde Benefice. The Reverend Claire Kiddy, whose Licensing Service took place on 11<sup>th</sup> September, conducted Evensong Harvest Festival Service on 13<sup>th</sup> October.
- c) SALC – Cllr. Gleeson – nothing to report. It was noted that the SALC newsletters and SALC blog are worth following as they provide the latest updates on council matters and happenings.
- d) Tree Warden – Cllr. Gleeson – report received (full report available on the website) and noted – there was given an update about planned tree planting activities in Rendham and concerning dead and dying ash trees on the village greens.
- e) PARK – Cllr Field – no report sent – it was noted that PARK Committee is planning an “Open Garden” event and is encouraging at least 10 gardens to be represented in the village. Event organised to for the park improvements (disabled access to boules court, seating area, and small garden).

Also, it was noted that flower bulb planting went well in the village.

- f) Village Website – it was noted that the information on the village website is up to date.

## **8. Election of Representatives:**

- a) East Suffolk Planning Alliance (ESPA) – item deferred to the next Parish Council meeting.

Cllr Gleeson noted that ESPA is more like an activist group in planning matters and questioned whether there is a necessity for the parish council to be a member of it. Cllr McFawn to investigate the need of ESPA membership and report at the next meeting.

- b) Community Partnership – item deferred to the next Parish Council meeting.

## **9. Accounts**

- a) Financial Report and Budget assessment on 01/11/2024 – 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 01/11/2024 presented to Cllrs and main expenses noted.
- c) Amenity Fund Cheque confirmation – Newsletter “The Street” £36 (Oct) – the payment was noted and agreed by all the councillors.
- d) To confirm payments made by cheque from HSBC account– Moore Bros Framlingham £2809.20 (inc. VAT £468.20); Payment to Clerk £91.86 (salary (Sept) £87.46 + postage £4.40); PAYE £22.00 (Sep); Payment to Clerk £118.16 (salary (Oct) £109.46 + document printing £7 (inc. VAT £1.17) + postage £1.70); Ansvar Insurance (Oct)

£425.84; ROSPA inspection (Oct) £103.20 (inc. VAT £17.20); Poppy Appeal (Oct) – wreath £25.00 – the payments made were noted and confirmed.

e) Cheque authorisation – Payment to Clerk total £120.01 – (salary (Nov) £109.46 + document printing £8 (inc. VAT £1.33) + postage £2.55), – the payment cheque was reviewed, and all Councillors agreed unanimously for the cheque to be signed to proceed with the payment.

f) Payment grant received in Bank of Scotland (BoS) account: for building PARK boules court £2341.00 and for ROSPA inspection £86 from PARK, compensation from BoS as a result of a complaint £60.00 to bank - the payments received were noted.

g) Update on banking matters – it was noted that it is now possible to register for internet banking with the Bank of Scotland. Clerk to resend instructions to the bank signatories to sign up for an internet banking.

h) Budget Setting – a letter from East Suffolk Council regarding precept 2025/26 request has been noted and clerk to prepare a draft 2025/26 budget for consideration at the January 2025 meeting.

Cllr Bennion proposed to keep tax charge for Band D property the same as 2024/25 (i.e. £22.02), Cllr. Field seconded and all agreed unanimously.

## **10. Planning matters**

Planning application for Briary Cottage (planning reference DC/24/2798/FUL) awaiting decision.

## **11. To consider recommendation from The Street newsletter editors to cease publication with the last issue being Feb/March '25.**

After Agenda Item No 3 formal meeting was suspended for 45 minutes (from 8.05pm), and members of the public invited to address the meeting. H.Payne (editor) raised the following issues regarding the Rendham Village newsletter “The Street”:

- Helen will retire in December 2025 at the latest – a new volunteer editor will be needed to keep a newsletter running
- Printing costs increase with an immediate effect (from £39 to £60 for 150 A5 copies of an 8-page black and white newsletter).
- Newsletter is duplicating lots of information what is already sent to a Rendham villagers via the Neighbourhood Watch email group.
- Difficulty to fill in each issue due to no receiving information directly from the contributors and spending more time compiling each edition.

Therefore, the editors recommended to the Parish Council to cease the newsletter, with the last issue being the February/March 2025 edition.

Cllr McFawn thinks that there is a future for the Newsletter, possibly in digital form and proposed further discussions.

After a discussion between Helen and the councillors to find the best solution, it was decided that Helen will advertise for a volunteer editor position in the next Newsletter edition to see if there is an interest from the villagers. Also, she agreed to request villagers' views in the next Newsletter edition on the need to produce a bi-monthly publication.

Formal meeting resumed.

It was agreed unanimously to carry on with the Newsletter till December 2025 and pay the increased printing costs.

The Clerk will follow up with villagers' feedback if anything is sent to the Rendham PC email – [rendhampc@gmail.com](mailto:rendhampc@gmail.com).

**12. To consider acquired tree felling quotes**

Clerk informed that three quotes had been received for felling dangerous dieback ash trees on Rendham Village Greens. It was proposed to accept the quote of £1080 from Frank Allen Tree Services. Cllr Bennion proposed, Cllr. Field seconded and all agreed unanimously.

It was noted that it will be funded from Rendham Parish Council reserves fund (HSBC savings account).

Clerk to contact accepted Tree Services to organise a tree felling day and request the necessary documents (insurance, risk assessment, relevant certificates).

**13. Update on project “Keep The Heat” (Clerk)** – It was noted that six properties in Rendham Village have expressed interest in participating in “Keep The Heat” project and want to survey their homes with thermal imaging camera. The project in Rendham Village will run through 4<sup>th</sup> December till 17<sup>th</sup> December 2024.

**14. To note the new Local Government Services pay agreement 2024/2025 (NALC pay-scales and back pay)**

The Local Government Services Pay Agreement has been circulated and it was noted that the hourly pay increase for the Parish Clerk/RFO will be £0.63.

Cllr McFawn proposed to implement updated NJC pay award and backdate it to 1st April 2024, Cllr Bennion seconded, and all agreed unanimously.

Clerk to calculate backdated pay by applying the new pay rate effective from 1st April 2024 (the new pay rates and appropriate back pay would be reflected in the January 2025 payroll).

**15. Matters arising from the September PC Meeting - none**

**16. Any other business for discussion not listed above**

It was noted that the Rendham Mummers are planned to perform on 21<sup>st</sup> December 2024 on the Knoll.

A question was raised regarding the planned installation of the substation and underground cables on Rendham playing field. Clerk to find out the progress of the planned installation works.

There was a discussion regarding old telegraph pole and its maintenance on the Knoll (possible agenda item for the next PC meeting).

**17. Note the date of the next PC meeting - on Monday 6th January 2025 at 7.30pm** – the date of the next PC meeting was noted.

The meeting closed at 9.40pm