

# MINUTES OF A MEETING OF PETTISTREE PARISH COUNCIL HELD ON 11 NOVEMBER 2003 AT PETTISTREE VILLAGE HALL, 7.30PM

**PRESENT:** Mr J P Hallett (Chairman): Mrs Stollery: Mrs Hunter:  
Mr Manning: Mr Franklin:

Mrs Heelis (Clerk)  
Spc Wardley  
Cllr Perry  
Cllr Callaghan

## 1.0 Apologies for absence:

Apologies were received from Mr Beagley.

## 2.0 Declaration of Interests:

Mr Manning – Item 7. personal but not prejudicial interest as employee of SCC.

## 3.0 To confirm the minutes of the Parish Council meetings held 2 September 2003:

a) Parish Council Meeting – Agreed with the following amendments:

2.0 – Mr Franklin declared a prejudicial interest in item 8.

4.5 – Amend Mr Howard to Dr Hayward.

8.0 – Amend Hom Lea to Holmleigh.

12.0 – Amend Mr Howard to Dr Hayward.

## 4.0 Matters Arising from the last meeting:

4.1 Clerk's Contract of Employment – The contract was duly signed.

4.2 Adoption of Model Standing Orders – The Standing Orders were duly signed.

4.3 Village Sign – Repair/replacement of post – The Clerk reported that there had been no response to the second letter written to Mr White and therefore another company had been contacted to advise on the work. A site inspection was arranged for Thursday 13<sup>th</sup> November. Mrs Stollery would attend the meeting.

## 5.0 Reports:

5.1 Police Report – SPC Wardley reported that there had been 12 crimes in Pettistree to date in 2003 of which 3 had been detected. Five of these crimes were for criminal damage, 3 relating to burglaries, 2 assaults (both detected), 1 domestic and 1 theft. He issued a general warning to be vigilant and notify the police of the number plates of any unusual vehicles seen in the parish.

5.1 District Councillor's Report – Cllr Callaghan reported of a new IT communication initiative being set up by the District Council and would forward further information to the Clerk.

Cllr Perry reported that the District Council were recommending refusal on the application for 20 static caravans at Dallinghoo, the main objection being received from SCC Highways. The Moving Forward initiative had identified significant savings in the first phase for the District Council.

Cllr Perry confirmed that the controversial planning application in Wickham Market for an adult retail facility would be put before the sub control development committee on 12<sup>th</sup> November.

Mr Hallett thanked SPC Wardley and Cllrs Perry & Callaghan for their reports.

## 6.0 Casual Vacancy – Co-option of councillor.

Mr Franklin reported that Dr Hayward was unable to put himself forward for the vacancy. The Clerk to put an 'advert' in the next issue of the Pettistree People.

## 7.0 Highway Matters:

- 7.1 Mr Sayer – Increased Traffic – Byng Hall Road – The Clerk reported that the matter had been reported to Highways and Mark Youngman would be visiting the area to assess the situation. The Clerk to confirm the date of the visit, notify Mr Sayer and ask for advice regarding the ownership of the entrance to Hungarian Close.
- 7.2 Parking – Junction of the Three Tunns PH – *parking on the verge resulting in reduced visibility of oncoming cars*. Following correspondence with the owner of the vehicle Mr Hallett reported that the matter had reached a satisfactory conclusion and the car/s had been removed. The Clerk reported that SCC Highways had inspected the visibility splay and had written to the Three Tunns PH asking them to remove the board.

## 8.0 Planning Matters:

- 8.1 Planning Report – Mrs Stollery gave the following report:  
Burgon Cottage – Planning Permission given for a 2 storey extension and removal of existing single storey extension  
20 Static Caravans, Dallinghoo – SCDC recommending refusal on highway grounds  
Holmleigh – Appeal refused (reported by Mr Hallett)

## 9.0 Finance:

9.1	<u>Council Payments:</u>	<b>Income</b>	Precept	£950.00
		<b>Accounts to Pay</b>	Clerk's Salary & Expenses	
			£49.07 x 3	£147.21
			Printer Cartridge	£ 25.99
			Insurance Renewal	£257.24
		<b>Accounts Paid</b>	Pettistree People	<u>£ 60.00</u>
				£380.41

The above payments were agreed.

## 9.2 Budget – 2004/05

9.21 Donation Requests from Outside Organisations – *Requests have been received from The Coastal Accessible Transport Service, Headway and the Citizens Advice Bureau*. It was agreed not to contribute to the above organisations on this occasion.

9.22 Draft Budget – A draft budget was circulated. The following were agreed:  
To increase the Clerk's salary in line with SALC recommendations to £600.60  
To increase the payment for grass cutting to £95  
There would be no budget this year for the Parish Plan (village appraisal)  
A sum of £250 would be budgeted for the repair of the village sign  
A sum of £100 would be budgeted for the village hall extension  
**It was unanimously agreed to set the precept for 2004/05 at £2,085**

9.3	<u>Balance of Accounts: (Including above)</u>	Current Account	£2,641.74
		Deposit Account	<u>£ 362.11</u>
		Balance	£3,003.85

## 10.0 Correspondence:

10.1 Suffolk Preservation Society – Planning Training Day on 28<sup>th</sup> January 2004 at Haughley Barn, 10-3.30pm. £10 per delegate. Mrs Stollery to attend.

### 10.1 Publications Received:

SALC – The Local Councillor  
SCDC – Parish Bulletin  
SCDC – Supplementary Planning Guidance No 16 – House Alterations & Extensions

- 10.2 SCDC - Refuse Collection Services – *comments needed on existing service and ideas for future service.* It was agreed to forward the following comments to SCDC:
- Support improved doorstep recycling facilities
  - Support the very good existing weekly collection service
  - Not to support the introduction of wheely bins
- 10.4 Countryside Agency – Countryside Access Rights – *Consultation received on Registered Common Land & Open Country. Comments to be received by 2 December 2003.* Passed to Mrs Stollery.
- 10.5 SCDC – Local Air Quality Management in Suffolk Coastal – *Consultation on updating and screening assessment report.* No comments.
- 11.0 Community Action Plan:** Progress Report.  
Mr Manning reported that although there had been no progress the meeting was still planned to go ahead in the near future.
- 12.0 Pettistree People** – Newsletter ownership.  
The Clerk reported that following investigation with the insurance company the situation was as follows:
- The Parish Council were covered for Libel & Slander (including the Clerk)
  - The option for volunteers to be included on the policy (ie the Editor) was still being considered by the insurance company
  - One option suggested by Suffolk ACRE would be for the Newsletter to be an independent group with their own insurance
- 13.0 Village of the Year Competition 2004:**  
Following discussion it was agreed that the Clerk would obtain as much information regarding the Competition from SALC and pass onto Mr Hallett. It was felt that for the competition to be successful then a person would be required to lead the project. All councillors to research a willing volunteer.
- 14.0 Litter Pick 2004:**  
A date was set for **Sunday 28 March 2003.** Meet outside the Greyhound PH.
- 15.0 Any other matters arising since notice of meeting:**
- 15.1 Suffolk Coastal Local Plan Workshop Questionnaire – Passed to Mrs Stollery.
- 15.2 Rights of Way – Investigation of landowners – Mrs Stollery to research and notify the Clerk.
- 15.3 Accident – B1438 – Two letters had been received notifying the Parish Council of an accident at the Wickham Market entrance to Rogues Lane. The Clerk reported that the information had been forwarded to SCC and they were investigating.
- 16.0 Dates for future meetings:**
- 16.1 Parish Council Meeting –10 February 2004

SIGNED \_\_\_\_\_

DATED \_\_\_\_\_