

**MINUTES OF THE PETTISTREE PARISH COUNCIL MEETING HELD ON
TUESDAY 17 APRIL 2007 AT PETTISTREE VILLAGE HALL, 8 PM**

Present: Mr A Franklin (Chairman) Mrs M Stollery (Vice Chairman)
 Mr N Beagley Mr J P Hallett
 Mrs K Hunter Mrs H Kay

PC Thompson – Community Police Officer
Mrs Heelis - Clerk

1.0 Apologies. Cllr Perry and Cllr Aitchison

2.0 Minutes of the meetings held 5 February 2007:
Agreed with the amendments 2.0 'Nobbs' and 4.5 'Nobbs'

3.0 Declaration of Interests:
Mr Hallett declared a prejudicial interest in item 9.11 as a member of the PCC.

4.0 Matters Arising from the last meeting:

- 4.1 Village Green Ownership – ongoing.
- 4.2 Dog Bins – Village Hall & The Green – the Clerk had produced a map to indicate where the dog bins were intended to go. The sites were agreed.
Action: The Clerk to order the bins.
- 4.3 Replacement Tree on the Village Green – Mrs Hunter suggested that the tree planting was better carried out in the autumn. Agreed.
- 4.5 Village Seats– maintenance – Mrs Kay reported that after inspection the seat at the Church was past viable repair. However, the seat on the green was simply in need of a good clean. It was agreed to pay £60 to have the village green seat cleaned and stained.
- 4.6 Installation of a Litter Bin on the Village Green – it was agreed that there was no great accumulation of litter on the village green which warranted the installation of a litter bin.

5.0 Reports:

- 5.1 Police Report – PC Thompson reported that there had been one crime reported in Pettistree in 2007 (drunk and disorderly). Last year there had been 12 reported crimes, including the murder. Four of these related to the village hall.

The police force had now changed over to Neighbourhood policing and had visited Pettistree today. Pettistree fell within the Woodbridge area which also included Melton and Ufford. Sgt Gilmore was heading the team which would also see a number of community support officers out on the beat.

There was an issue surrounding police attendance at parish council meeting. Due to the new arrangements it may not be possible for PC Thompson to attend meetings. However, as an alternative Pettistree were invited to attend the area meeting. It was **agreed** that this would be a councillor as opposed to the Clerk. There was some concern that Woodbridge would dominate discussions and Pettistree would have less of a voice.

- 5.2 County Councillor's Report – a written report is attached.

6.0 Highway Matters:

- 6.1 Traffic – Byng Hall Road - letter to residents – No response had been received from Highways.
- 6.2 Damage caused by heavy vehicles re Presmere Pond – there had been 2 recent incidents involving a sugar beat lorry from Grove Farm and a salt delivery to Kind Water. A letter had been received from Mr Hilton regarding lorries turning round at the pond. Mr Franklin had responded to the letter. **Action:** Mr Franklin kindly offered to speak to Kind Water.

7.0 Planning Matters:

7.1 Planning Report.

Mrs Stollery reported that planning application C07/0229/AG had been received for construction of a reservoir at Melton Lodge Farm. The Council had not responded to this application.

It was noted that the hedge had been replaced at Home Farm. There was some concern that the hedge had not been replanted along the original line, which determined the boundary of the Conservation Area.

7.2 Notification of Decisions:

C06/0662/FUL – Byng Lodge, Byng Hall, Byng Hall Road, Pettistree
Retention of conservatory
PLANNING PERMISSION

E1/J3530/05/04/105 – Appeal by OCA UK Ltd following refusal of consent to fell two holm oak trees at land at Pettistree Lodge, The Street, Pettistree.

Noted.

8.0 Finance:

8.1 Council Payments: **Accounts to Pay** – Approved.

Clerk's Salary £58.56 (April)	£58.56
SALC – Subscription 07/08	£97.00
Lubbock Fine – Audit Fees	<u>£117.50</u>
	£273.06

9.0 Correspondence:

9.1 Publications

Parish Bulletin – SCDC
Suffolk Waste Partnership – Annual Report
SALC – The Local Councillor
EEAPTC News – Regional report for parish & town
councils
Suffolk Heritage Housing Association Newsletter -
Edition

- 9.2 SCC – A Unitary Council for Ipswich – Consultation on the future of local government in Ipswich. Deadline for responses 22 June 2007. Proposals put forward by Ipswich Borough Council can be found at www.ipswich.gov.uk
It was **agreed** to support SCC in their objection.

- 9.3 SCC – Exercise/Activity Provision across Suffolk. A mapping exercise of provision for adults and older people to promote greater awareness of programmes being run in different parts of the county, especially in rural areas. Noted.
- 9.4 SCDC – Alteration of Property Addresses – Main Road, Pettistree. With immediate effect the road name for ‘Pettistree House’, ‘Carriage House’ and ‘South Lodge’ will be altered from Main Road to Java Lodge Road, Pettistree. Noted.
- 9.5 Audit Commission – Appointment of External Auditor – Proposal to extend the appointment of Lubbock Fine as External Auditor to Pettistree Parish Council. Noted.
- 9.6 SCC – Publication of booklet ‘Just around the corner’. Publication containing a wealth of useful information if someone is approaching retirement or is responsible for the care of an older family member. Available at libraries for £2 or at www.suffolksocialcare.org/uploads/4/4.3.31.pdf
Agreed to put the information in the Pettistree People.
- 9.7 SALC – Training Courses:
- Chairing Skills – Wednesday evenings from 23 May – 27 June, 7-9pm. 6 modules – cost £25 per module.
- New Councillor Training – 2-day courses: 21/22 May, 13/14 June, 9/10 July. 9.30-3.30pm. Cost £70.
- Local Development Framework Workshop – ‘Getting the best for your community’ 10.30-2.30pm - Wed 4 July at Horringer and Thurs 5 July at Acton. Cost £12. Mrs Kay offered to attend the workshop on 4 July. **Agreed** to cover the cost.
- 9.8 Lyon and Turnbull - Sale of the Keith Skeel Collection, Loudham Hall. E-mail previously forwarded to councillors. Noted.
- 9.9 SCC – Temporary One-Way Traffic Flow – U3607 Loudham Hall Road, Pettistree. Friday 25 May to Sunday 3 June 2007. Noted.
- 9.10 SALC – Adoption of the new Local Authorities (Model Code of Conduct) Order 2007. This document comes into force on 3 May 2007 and it is recommended that the document is adopted by the Parish Council at its May meeting. Noted.
- 9.11 Request for financial support from the PCC for the Church Rooms project. (information attached).
The Clerk reported that a request had been received for £100 towards the project. Mr Franklin proposed that £100 be donated. **Agreed.**

10.0 Local Development Framework.

Consultation on the Core Options and Strategies document. Mr Franklin made the following comments on the consultation:

- He was disappointed with the short consultation time on such an important document.
- The designation of Wickham Market as a Market Town would have an impact on Pettistree and further development on the fringes of Wickham Market would result in Pettistree becoming absorbed. It was noted that Wickham Market had objected to this proposal.
- SCDC were proposing that Pettistree was designated as a local service centre.

It was agreed to ratify the proposals put by Mr Franklin, who would now submit these comments to SCDC

11.0 Parish Plan. Progress Report.

Mrs Kay reported that the pilot questionnaires had been returned and the final questionnaire was now in the final stages of editing and would be distributed in the next couple of weeks.

12.0 Annual Parish Meeting

A speaker was required from the Parish Plan steering group. The Clerk had written to those who were to be asked to provide a written report. A flyer would be distributed with the Parish Plan questionnaire. **Action:** Mr Franklin to draft a flyer.

13.0 May 2007 Elections.

4 nominations were received for the parish council elections on 3 May. 3 stand as valid and 1 was invalid. The councillors standing for election are Mr Beagley, Mr Hallett and Mrs Stollery. Election expenses form will need to be completed and returned to SCDC by 8 June 2007, even if no expenses were incurred. Forms were available at the meeting.

14.0 Village of the Year Competition 2007.

Mr Hallett reported that he had completed and submitted the application form on behalf of Pettistree.

15.0 Future of the Greyhound PH. Progress Report.

Mr Franklin had hoped to receive further information from SCDC. Mr Franklin and Mr Hallett had met with SCDC on 22 March. Notes of that meeting had been circulated. Following discussion it was agreed that Mr Franklin would contact the owners to seek further information.

16.0 Any other matters arising since notice of meeting.

None.

17.0 Dates for future meetings:

15 May 2007 – Annual Parish Council Meeting & Parish Council Meeting, **7.30pm.**

22 May 2007 – Annual Parish Meeting, 7.30pm

SIGNED _____

DATED _____

**MINUTES OF THE PETTISTREE ANNUAL PARISH COUNCIL MEETING HELD ON
4 MAY 2007 AT PETTISTREE VILLAGE HALL, 8 PM**

Present: Mr J P Hallett (Chairman) Mrs M Stollery (Vice Chairman)
Mr N Beagley Mrs K Wilton
Mrs H Kay

All Councillors present signed the Declaration of Office.

1.0 Election of Chairman and Signing of Chairman's Declaration of Office.

Mrs Stollery proposed Mr Hallett. Mr Beagley seconded. Agreed unanimously.
Mr Hallett signed the Chairman's Declaration of Office.

2.0 Apologies for absence.

None.

3.0 Election of Vice Chairman.

Mr Beagley proposed Mrs Stollery. Mr Hallett seconded. Agreed unanimously.

4.0 Co-option of Councillors.

Mr Hallett proposed Mrs Wilton, Mrs Kay and Mrs Hunter be co-opted onto the Council. Mrs Stollery seconded. Agreed unanimously.

Mrs Wilton and Mrs Kay signed their Declaration of Office. It was agreed to receive Mrs Hunter's Declaration of Office at the next meeting.

The Clerk to circulate the new Parish Councillors Guide.

5.0 Appointment of Representatives:

5.1 Planning Group – Mrs Stollery, Mr Beagley, Mrs Kay. Agreed. Mrs Hunter would also join the Planning Committee following the signing of her Declaration of Office.

5.2 SALC – Mrs Kay. Agreed.

5.3 Pettistree Village Hall Committee – Mrs Wilton. Agreed.

5.4 Police Neighbourhood Area Meetings – Agreed to keep this post open until more details were available.

6.0 Dates for future meetings:

22 May 2007 – Annual Parish Meeting 7.30pm

28 June 2007 – Parish Council Meeting, 8pm

26 September 2007 – Parish Council Meeting, 8pm

It was agreed to defer the decision on the location of the village green dog bin to the Annual Parish Meeting.

SIGNED _____

DATED _____

**MINUTES OF THE PETTISTREE PARISH COUNCIL MEETING TO ADOPT THE NEW
LOCAL CODE OF CONDUCT HELD ON 22 MAY 2007
AT PETTISTREE VILLAGE HALL, 7 PM**

Present: Mr J P Hallett (Chairman) Mrs M Stollery (Vice Chairman)
 Mr N Beagley Mrs H Kay

1. Apologies:

 Mrs Wilton

2. Adoption of the Model Code of Conduct (2007).

 Mr Hallett proposed that the Council adopt the New Code of Conduct as it stands. Mr Beagley seconded. Agreed unanimously.

SIGNED _____

DATED _____