

MINUTES OF A MEETING OF PETTISTREE PARISH COUNCIL HELD 10th FEBRUARY 2009 IN THE VILLAGE HALL AT 8 PM

Councillors present: Mr J P Hallett (Chairman), Mrs M Stollery (Vice Chairman), Mr N Beagley, Mrs Elaine Boardley, Mrs Mary Chilvers, Dr Peter Hayward.

In attendance: Cllr C Aitchison – County Councillor, Cllr M Bond - District Councillor, and Mr Mike Flanagan, Parish Clerk

1.0 Apologies.

Mrs K Wilton, Cllr J Bidwell, District Councillor

2.0 Council Membership - Mrs Wilton had sent the Chairman an e-mail before the meeting (on 9th Feb.) to say that she planned to attend the meeting but since she would be moving away from the village she would then resign from the Parish Council. Unfortunately Mrs Wilton was unable to attend the meeting after all and her resignation took effect the following day when her resignation note was printed and entered in the records. Therefore there is now a vacancy that should be filled by co-option at the earliest opportunity.

3.0 Declaration of Interests – Mrs Boardley declared an interest in the Hungarian Hall planning application and Dr Hayward declared an interest in Agenda item 7.5 re direction signage.

4.0 Minutes

4.1 Parish Council Meeting – 18th November 2008 – the minutes were signed without amendments by the Chairman.

4.2 Extra Parish Council Meeting - 9th December 2008 – the minutes were signed without amendments by the Chairman.

5.0 Matters Arising from the previous meetings:

5.1 Village Green Ownership - Mr Beagley reported that he had little to add to his previous report although he was trying to get further information from the Land Registry.

5.2 Contract for Parish Clerk was acceptable to all parties and would be signed once the Clerk had completed his relocation from Cambridgeshire and was able to dedicate himself to the duties of the Parish Clerk.

5.3 Bus shelter – the recent damage to the glass panels has been repaired and Mr Beagley has cut the grass surrounding the shelter. Timetables are needed to complete the service. The County Council owns this shelter and contracts out the maintenance but the wooden shelter outside the Three Tuns is parish property and is maintained by the Parish Council.

5.4 Signatories for cheques still remain to be finalised with the Bank.

5.5 The decision on County boundary changes has been deferred, probably until 15th July.

6.0 Reports:

6.1 Police Report – no representative from the Police was present but PC Shaun Brett had emailed the Parish Clerk asking for dates of events where a police presence could be of benefit or temporary road signs installed to help direct traffic for a parish event. He could be contacted by email.

6.2 County Councillor's Report - Cllr Aitchison reported that the Council Tax rise from the County was likely to be 2.45%. The bad weather had put strain on the Highways supply of gritting salt. However, deliveries on 9th February had replenished stocks. There was available about £200,000 Highways funding from County to SCDC to be spent after discussion between all interested District Councillors.

6.3 District Councillor's Report - Cllr Bond submitted a written report which is attached.

7.0 Highway Matters:

- 7.1 Footpath renovation beside B1438 from off-slip road to Wickham Market has been completed close to North Lodge but no further.
- 7.2 Traffic speed on B1438 (near the Three Tuns) – there has been no formal action but police cars and a mobile speed camera has been seen at the site. Another option, if volunteers can be found is to have a speed watch but this had been discussed and rejected at a previous meeting.
- 7.3 Condition of Rogues Lane roadway. There is a problem in general with road sweeping and cleaning mud from the edges of the road. The chairman has approached Steve Aldous to arrange for this work to be completed.
- 7.4 Grit bin for The Street bends could prove beneficial when the roads were icy in the winter months. Concerns were expressed about who would undertake to grit the road, who would pay for the installation of the bin and the grit and who would provide the necessary insurance. Cllr Aitchison offered to reserve up to £500 from her locality budget to pay for the bin installation, the County would supply the grit and would arrange insurance for named “volunteer gritters”. She would need a written request to allocate the funds and the Parish Clerk would write to her. Once the availability of funds is confirmed the matter can be taken to the Parish Meeting for a final decision.
- 7.5 Direction sign for Green Farm Clinic. Dr Haywood intends to apply for a brown direction sign to his clinic on the B1438. The Parish Council has no objections, in principle, provided that the new sign does not obscure visibility at the Three Tuns crossroads.

8.0 Planning Matters:

- 8.1 Review of our recent planning process. To try and streamline the review of planning application within tight deadlines, Mrs Stollery will read and review all planning applications and then send the applications together with her comments to all parish councillors. She would then reply to Planning within the deadline summarising the opinions expressed. If this system works it would mean that a full planning meeting of all councillors would not be necessary. If the new system was not totally successful then a planning sub committee might be tried.
- 8.2 Planning applications - Hungarian Hall – temporary permission to hold weddings was given 18 months ago to justify the need and for any objections to be established. The owners now are applying for permanent permission.
- 8.3 Planning decisions – all planning applications discussed at the Parish Council meetings of 18th November and 9th December 2008 were passed by SCDC. Mrs Stollery raised the issue of encroachment onto the footpath near to North at the last meeting. This footpath is a green lane and should have a width of about 9 – 12 feet. She has raised the issue with SCDC who are taking it to County.
- 8.4 The Suffolk Coastal Local Development Framework (Site Specific Allocations Issues and Options consultation) website outlines two sites in Pettistree for potential housing near to the Three Tuns.

9.0 Finance:

- 9.1 The accounts for 2006/7 have been signed off by the Internal Auditor (who was found by Mrs Boardley) and sent to the External Auditors.
- 9.2 The accounts for 2007/8 were approved by the meeting for submission to the External Auditors. In addition a risk assessment needs to be completed annually on or around the February Parish Council meeting. This needs to be diarised so that it can be added to the appropriate agenda.
- 9.3 The precept request for 2009/10 has been sent to SCDC. This is for £2200 which is the same amount as the two previous two years.
- 9.4 Progress of Accounts 2008/09 has progressed as far as possible. It can only progress further once the cheque book has been found. This disappeared at about the time of auditing the 2006/07 accounts. (Clerk's note: - The chequebook has been returned from the auditors.)

9.5	Council Payments:	The following accounts were approved for payment:
	Brian's Property Services Ltd. (Notice board)	£204.45
	Sharwood Services Ltd (Printing Parish plan)	£105.30
	Sharwood Services Ltd (Printing Pettistree People)	£ 34.20
	SALC (Clerk's training)	£ 52.88

10.0 Re-organisation of Local Government. See 5.5 for boundary report update.

11.0 Correspondence:

11.1 The following has been received since the last Parish Council meeting and are available from the Parish Clerk –

Change of Mileage allowances & Pay scales

Age Concern – thanks for our donation in 2008

Optua – a charity for Suffolk people with disabilities – request for financial support

Home Start – a support and friendship charity for families with children under 5 – request for financial help.

Down Your Lane – Up your Street – a workshop on how to develop local events - 26/3/09

Local Development Framework - consultation opportunities

Code of Conduct consultation paper

Local government Review – an opportunity to influence the outcome.

Details of Post Office Closures

Suffolk Preservation Society – 2009 events

12.0 Litter Pick on Sunday 22nd March 2009 at 11 am. The Parish Clerk agreed to contact SCDC for supplies of gloves and rubbish bags and Mr. Beagley offered to get his children to do a leaflet drop.

13.0 Any other matters arising since notice of meeting.

13.1 - a duplicate key for the notice board needs to be cut.

13.2 - a review of fixed assets to be considered at the 5th May meeting and will need to be added to the Agenda.

13.3 - a decision was taken not to enter Village of the Year in 2009.

13.4 - letters of thanks to the Holland family regarding the provision of the bench and to Woods Nurseries for the grass cutting have been written.

14.0 Dates for future meetings:

5th May 2009 at 8.00 pm preceded by the AGM of the Parish Council at 7.30 pm

19th May 2009 at 8.00 pm Annual Parish Meeting. Mrs Chilvers volunteered to provide refreshments of tea and biscuits.

SIGNED _____

DATED _____