

MINUTES OF A MEETING OF PETTISTREE PARISH COUNCIL HELD 14th JULY 2009 IN THE VILLAGE HALL AT 8 PM

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

In attendance: Mr Mike Flanagan, Parish Clerk, Cllr Bond and Sunila Osborne from Suffolk Acre

1.0 Apologies – received and accepted from Mrs Mary Chilvers and Cllr J Bidwell.

2.0 Council membership – despite a request for volunteers at the Annual Parish Meeting and in the latest edition of Pettistree People there have been no volunteers for co-option to the vacant position on the Parish Council

3.0 Declaration of Interests – no interests were declared to the meeting.

4.0 Minutes

4.1 Parish Council Meeting – 5th May 2009. The Minutes were signed as a true record of the meeting.

5.0 Matters Arising from the previous meetings:

5.1 Village Green Ownership – pressure of work had prevented Mr Beagley from investigating ownership of the village green.

5.2 Contract for Parish Clerk. The Clerk had written to HM Revenue and Customs seeking agreement for a self employment contract to be agreed rather than a contract of employee of the Council. A reply was overdue. In the meantime Elaine Boardley would make enquiries about the best contract to apply bearing in mind the modest amount of remuneration involved.

5.3 Signatories for cheques. Barclays bank has been asked to send papers to the chairman so that cheque signatories can be amended and statements sent to the Clerk. The Bank is to be advised that Mr Hallett, Mrs Stollery, Mrs Boardley and Dr Hayward are authorised to sign cheques and Mr Flanagan is to be the responsible officer. Two signatures needed to authorise any payments from the bank account.

5.4 Notice board keys are held now by the Chairman and the Clerk.

5.5 Water tower leak – the Clerk had written to Anglian Water outlining the problems and providing photographic evidence. He has asked for a reply to include the action that Anglian Water proposed to take to remedy the problem. To date no reply had been received.

5.6 Roadway conditions – the clerk has sent an updated email to Steve Aldous about various matters outstanding but without a reply. A letter is to be sent requesting a reply to long outstanding issues.

5.7 The following issues were carried from the annual Parish Meeting.

1. The clerk to write to the outgoing County Councillor thanking her for her contribution.

2. Surplus funds from the Parish Plan are likely to be used to fund a survey for affordable housing as outlined in 6.5 below.

3. A stile is needed for the churchyard/cemetery and this will be taken up with Nigel Meadows, ROW officer with SCDC in Saxmundham.

4. Phone kiosk – the Clerk to write to BT asking them to remove the pay phone box and the adjoining lay-by by the village Green.

5. Grit bin – Lisa Beagley and Dick Smith have been nominated as emergency gritters and their names will be forwarded to the County Council for insurance purposes. The Clerk to write to Suffolk Sports Cars and the Health Club seeking additional gritting volunteers.

6. Horse droppings – the Pony Club do not have any suggestions on how to stop horses from fouling the roads through the village.

6.0 Reports:

- 6.1 Police Report – due to holiday commitments PC Vic Gilmore was unable to attend. However, since the last meeting Traffic police had monitored traffic speed on one morning commencing at about 9.30. Traffic remained within the speed limit and only 4 vehicles were recorded in excess of 50 mph. The Clerk to write to Highways department to enquire about a reduction in the speed limit in the vicinity of the Three Tuns because of poor visibility coupled with offset crossroads. There have been a number of occasions when traffic seeking to emerge from The Street has had to take evasive action due to cars overtaking on the main road opposite the junction.
- 6.2 Neighbourhood Watch - there is a concern that Dave Cauldwell is finding the role of Neighbourhood watch co-ordinator to be unrewarding because of the lack of response from villagers. In addition Joan Peck reported that the Neighbourhood watch sign in Rogues Lane had vanished. It seems that a number of signs in the village have become overgrown with ivy which would benefit from a pruning. The Clerk to write to Dave Cauldwell thanking him for his valuable role in the village and urging him to continue.
- 6.3 County Councillor's Report – Cllr Bond presented his report which is attached in an amended version. He advised that he had been appointed to the Audit & Finance Committee and would use his new role to carefully scrutinise County expenditure.
- 6.4 District Councillor's Report – Cllr Bond presented his report which is attached.
- 6.5 Sunila Osborne from Suffolk Acre has a brief to help improve the quantity of affordable housing in Suffolk Coastal. The process starts with the Parish Council funding the production and delivery of a Housing Needs Questionnaire to all houses in the joint villages of Pettistree & Loudham. The completed questionnaires would then be returned to Suffolk Acre in a pre-paid envelope, to maintain confidentiality and they would use the questionnaires to complete a Housing Needs Analysis. Once the needs of villagers had been established Sunila would accompany members of the parish council on a walk around the village to try to establish if there was suitable land for development. This would be likely to be agricultural land and any offer to purchase would be at agricultural rates.
The development would be overseen and managed by a Social Landlord approved by SCDC and they would then apply for planning permission in the usual manner. Assuming that all procedures were completed satisfactorily then SCDC would seek to allocated homes from applicants on the Housing List. While applicants with local connections would be considered applicants with the highest needs would be allocated homes even if they had no connection with the area. Homes could be on a fully rented or shared ownership basis. In the latter case the social Landlord would retain a minimum of 20% of the property in perpetuity.
It was agreed that the Parish Council would place a notice in the next edition of Pettistree People asking people to let the Council know of the likely need for social housing by returning a tear off slip to the Chairman of the Parish Council to save unnecessary expense. The slip would be anonymous to encourage a good response. The matter would be discussed at the next Parish council meeting and Sunila Osborne would be contacted once a decision was reached.

7.0 Highway Matters:

- 7.1 Traffic speed on B1438 (near Three Tuns) – dealt with in 6.1.
- 7.2 Condition of Rogues Lane roadway – dealt with in 5.6.
- 7.3 Grit bin and gritters for The Street bends – dealt with in 5.7 (5).
- 7.4 The exit from Java Lodge Lane onto the B1438 is partly obscured by tree growth. Letter to be sent to Highways asking for the sightlines to be cleared by cutting back the trees.

8.0 Planning Matters:

8.1 Planning applications - none

8.2 Planning decisions – approval given for the erection of a single storey rear extension to form a covered open decked area designated in the form of a pergola at Potash Cottages, Stump Street.

9.0 Finance:

9.1 The Accounts and declarations for 2008/9 were approved for submission to the Internal Auditor and then to the External Auditor.

9.2 Council Payments:

Payment for printing ink – Pettistree People £22.40

Salary and expenses for clerk – to be agreed see 5.2

9.3 Once the Bank account statements were sent to the Clerk he would report regularly on receipt of bottle bank monies.

10.0 Re-organisation of Local Government.

There has been no further news on the proposed re-drawing local government boundaries.

11.0 Parish Plan Accounts – following discussions with Suffolk Acre it was agreed that surplus funds could be used to fund the initial costs of the production and delivery of a questionnaire relating to potential affordable housing.

12.0 Correspondence:

12.1 Publications Received –

Reminder from BDO Stoy Hayward about submission of accounts by 30th June 2009

SALC training courses for period July to October 2009

Suffolk Coastal Holiday Activities

Volunteer as a Suffolk Info Link Champion

SALC letter regarding the removal of services from Ipswich Hospital

The opportunity for the Council to order bulbs, shrubs and seeds from J Parker.

13.0 Any other matters arising since notice of meeting.

13.1 The Council wished noted its congratulations to the organisers of the Pettistree & Loudham Open Gardens which was a great success and raised over £3000.

13.2 Councillors expressed concern about damage by delivery lorries to the verges in Presmere Road adjoining the premises of Kind Water. The Clerk to write to the owners of Kind Water asking for their suggestions and proposing that delivery lorries unload in the road rather than attempt to reverse into their premises.

14.0 Dates for future meetings:

22nd September 2009 and 10th November 2009 both in the Village Hall at 8.00 pm

SIGNED _____

DATED _____