

# MINUTES OF A MEETING OF PETTISTREE PARISH COUNCIL HELD 9<sup>th</sup> FEBRUARY 2010 IN THE VILLAGE HALL AT 8 PM

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

In attendance: Mr M Flanagan – Parish Clerk  
Heather Heelis – a member of the public

## 1. 1.0 Public Forum:

- 1.1 Police Report - circulated prior to the meeting. Mary Chilvers agreed to attend the Safer Neighbourhood Team meeting to be held on 11th February and to report back to the next Parish Council meeting.
- 1.2 County Councillor's Reports – circulated prior to the meeting and Cllr Bond was thanked for providing reports on a monthly basis.
- 1.3 District Councillor's Reports – circulated prior to the meeting and Cllr Bond was thanked for providing reports on a monthly basis.
- 1.4 The Affordable Housing Survey (10.1 below) was taken as part of the public forum

## Closure of Public Forum and commencement of Parish Council Meeting

2.0 **Apologies:** Mr N Beagley & P.C. V Gilmore - Woodbridge & District Police

3.0 **Declaration of Interests:** nil

## 4.0 Minutes:

- 4.1 The Minutes of the Parish Council Meeting of the 10<sup>th</sup> November 2009 were signed as a true record of the meeting.

## 5.0 Matters Arising from the previous meetings:

- 5.1 Mr M Watts was co-opted as a member of the Parish Council and the various declaration forms were either signed at the meeting or sent to him for completion.
- 5.2 Village Green Ownership - because of the absence of Mr Beagley there was no report on the ownership of the Village Green.
- 5.3 Banking matters - the new Mandate would be sent to Barclays Bank.
- 5.4 BT Phone Box update. BT had replied to the Clerk advising that they would not remove the Pay Phone Box or remove the lay-by without prior agreement from Suffolk Coastal. The Clerk had written to Suffolk Coastal advising them of the request towards the end of 2009 and they have added the request to their list of potential phone box removals.
- 5.5 Grit bins – two bins are in place and filled with grit. Nick and Liisa Beagley, Jeff Hallett, Roger Chilvers and Mick Hilton have been advised to the County Council as volunteer gritters. They will be added to the County Council's insurance policy. A further grit bin was approved at Parish Council's expense to be situated near to the 'T' junction at the end of Byng Lane and Byng Hall Road. Steve Boardley was volunteered to be the official gritter for this bin.

## 6.0 Highway Matters:

- 6.1 The Highways Department is to be requested to complete the work in Rogues Lane so that the road is swept of debris and the verges cut back to create a wider driving/walking area. In addition, there is an ongoing problem in Thong Hall Road with the road surface appearing to sink resulting in an ever expanding puddle in wet weather.

## **7.0 Planning Matters:**

- 7.1 Planning applications - Townlands, Stump Street property extension and alterations ref C10/0225 - the council were content to leave the decision to SCDC Planning Officers.
- 7.2 Planning decisions -planning permission had been granted for the development at Home Farm Barn. There was no news about the application for Loudham Hall.

## **8.0 Finance:**

- 8.1 The audit of the Parish Council Accounts for 2008/9 had been completed successfully by BDO. However, they commented that the accounts had been submitted late and that this should not happen for the 2009/10 Accounts. The audited Accounts for 2008/09 were formally approved by Council. A new Internal Auditor must be found for 2009/10 because the current Internal Auditor is no longer available. Mrs Boardley to consider possible candidates.
- 8.2 Precept of £2,200 for 2010/2011 was submitted to SCDC and confirmation is awaited.
- 8.3 The following payments were agreed or confirmed:
- |   |         |
|---|---------|
| BDO audit fee for year to March 2009          | £109.25 |
| Printer ink for Pettistree People (Joan Peck) | £ 7.10  |
| Sharwood Services (Pettistree People Dec 09)  | £ 54.00 |
| Glasdon Manufacturing Limited                 | £475.91 |

- 9.0 **Litter pick for 2010** - SCDC has delivered bags and gloves for the litter pick on 14th March to the Parish Council Chairman's house. The litter pick will commence at 11.00am at the Greyhound PH and filled bags will be collected the following day or shortly afterwards.

## **10.0 Surveys:**

10.1 Affordable Housing Survey - The mini questionnaire sent out with the December issue of Pettistree People had limited success with six questionnaires being returned to the Chairman of the Parish Council. However, Suffolk Acre had received negative comments about the questionnaire itself, the method of return (which could have led to responders being identified) and that Suffolk Acre was described as being a part of the County Council when in fact it was a separate charitable entity.

Heather Heelis, a resident of Pettistree & Loudham and also Parish Clerk to Ufford Parish Council, told the meeting of the successful completion of Ufford's affordable housing scheme. She offered her support to help the Council identify more clearly the level of demand for affordable housing in Pettistree & Loudham. She promised to write a short article for the forthcoming edition of Pettistree People. The Parish Clerk would contact Sunila Osborne at Suffolk Acre to arrange for 90 of their questionnaires to be provided. These questionnaires would be delivered to all households in the villages and when completed could be returned direct to Suffolk Acre who would analyse the results. The outcome of the survey should be known by the next Parish Council meeting in May.

10.2 Traffic Survey - there has been no update from SCDC.

## **11.0 Correspondence:**

- 11.1 Publications Received –  
SALC survey  
The Local Councillor – Q4 2009  
Public Equality Duties  
Suffolk Charter for Older People  
Home Start
- 11.2 Emails received and forwarded to Councillors  
Support for Local Improvements – from M Bond District Councillor  
Suffolk Open Weekend - grants available to hold events  
Speed Up Suffolk Broadband  
Sustainable Communities Act Amendment Bill  
Changes to Car Park Charges

**12.0 Any other matters arising since notice of meeting:**

- 12.1 Jim Jarvie had asked if the County Councillor's Locality Budget could be used to replace a broken heater in the Village Hall. This met with the approval of the Council and the Chairman agreed to pass the request on to Cllr Bond.
  
- 12.2 An email had been received from Mr Damien Payton who was considering setting up a mobile shop and asked if the Council thought that there would be much of a demand. The Council thought that the service could be useful although most likely there would be a modest take up in Pettistree and Loudham. The Clerk to feed back.

**13.0 Dates for future meetings:**

- 11th May 2010 Annual General Meeting of the Parish Council at 7.30pm
- 11th May 2010 Parish Council Meeting at 8.00pm
- 25th May 2010 Annual Parish Meeting at 8.00pm (Mary Chilvers agreed to provide refreshments for this meeting)
- 13th July 2010 Parish Council meeting at 8.00pm
- 7th September 2010 Parish Council meeting at 8.00pm

Signed: ..... Dated: .....