

MINUTES OF A MEETING OF PETTISTREE PARISH COUNCIL HELD ON 17th JULY 2012 IN THE PARISH ROOM AT 7.40 PM

Councillors present: Mr J Hallett (Chair), Mrs Elaine Boardley (Vice Chair), Mrs Mary Chilvers, Dr Peter Hayward, Mr Terry Rowles

In attendance: Mr C Mann – Parish Clerk
Councillor M Bond

1.0 Public Forum

- 1.1 No Police report had been received. Councillors reported that several robberies had taken place lately with the Village Hall and the Three Tuns targeted. Police apparently have some evidence and investigations are ongoing. The Clerk will contact PC Gilmore to highlight concerns. The Village Hall committee are planning to remove electricity slot meters and increase hall hire to compensate.
- 1.2 Councillor Bond presented his monthly reports and highlighted the continuing situation at St Audrey's House which was distressing for residents. He remained on the case. The increasing problem of cars for sale on grass verges was discussed but a solution was a long way off as it was a legal minefield. A committee was being set up to find a solution.

Closure of Public Forum and commencement of Parish Council Meeting

2.0 Apologies - Police representative, Councillor Mike Watts.

3.0 Declaration of Interests - There was none recorded.

4.0 Minutes:

- 4.1 Parish Council Meeting – 15th May 2012 was signed as a true record.

5.0 Matters Arising from the previous meetings:

- 5.1 The Jubilee event had been a great success despite the weather and all credit to those involved in the organisation. Grateful thanks to Roger and Mary Chilvers for the use of the barn and the excellent facilities therein, also to two local businesses, Woods Nurseries and the East of England Co-op Society, who gave financial support. At least 100 people had turned up at some point and enjoyed themselves, making the event worthwhile. Saturday 17th November 2012 had been agreed as a date for a village get together in support of the tree planting.
- 5.2 A query on the distribution of draft minutes for the Annual Parish Meeting had been clarified by SALC. The minutes would normally be distributed 7 days in advance of the meeting. If requested earlier they must be clearly marked DRAFT but can only be questioned and amendments approved at the following Annual Meeting.
- 5.3 The notice period for an election had passed and a new Councillor could now be co-opted. Councillors had been active in seeking volunteers and it was hoped the post would be filled.
- 5.4 A new code has been issued regarding Declarations of Interest and these were being collated direct from Councillors by the District Council and would be available to view online.
- 5.5 Positive comments on the Annual Parish Meeting with the extensive reports accepted from local committees and projects. Mention at the meeting of the removal of the redundant payphone had prompted the Clerk to get an update from BT. They responded with news of a consultation period after which the removal process will commence.

6.0 Proposed development at Featherbroom Gardens:

- 6.1 A local resident, John Speedman had had a meeting with DPP, the developers. A revised plan consisting of 65 dwellings was shown. This plan had bungalows on the edge with more greenery and parking. A planning application was due shortly. There were still concerns over traffic and the visual views being impaired. It was understood that a closed meeting had been held with Wickham Market Parish Council. The Chair had offered them the opportunity to join us at our meeting but had received no reply. If the application is submitted a special meeting may be needed in order to agree the response.

7.0 Planning Matters:

- 7.1 None had been received.
7.2 No planning decisions had been received.

8.0 Donation Requests:

- 8.1 A donation request from Vitalise was turned down as it was general and not targeted locally.

9.0 Finance:

- 9.1 It was agreed to pay the following Invoices:
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| Clive Mann - Clerks Expenses to 30/06/2012 | £176.75 |
| Sharward Services - Pettistree People | £120.00 |
| B Salter - Internal Audit Fee | £25.00 |
| Disability Advice Service - Donation | £39.00 |
| Showstoppers - 3 Tier Rosettes | £76.02 |
| Cipher Crystal Ltd - Gift Decanter | £46.20 |
| BDO LLP - External Audit Fee | £60.00 |
- 9.2 The Chair read out a letter from Woods Nurseries donating the sum of £100 to the Jubilee event. He had sent a thank you letter. A plaque would be placed with the trees in recognition.
- 9.3 A recycling credit of £7.75 had been received and credited to the bank account; the sums are considerably less since the Council took on responsibility.
- 9.4 The external audit report had been received and the Annual Return signed. This would now be made available for electors to view by appointment. The auditors had queried the Fixed Assets and the Clerk agreed to place the new Grit bins on the register with an appropriate value to cover this point.
- 9.5 It was agreed to forward the details of our insurance and obtain a quote from Came and Co. Competitive tendering ensures the Council is getting value for money.

10.0 Correspondence:

- 10.1 Postal correspondence:-
Suffolk County Council - Revised Bus services
Suffolk Coastal District Council - Review of Housing services, Review of Planning services and Casual Vacancy forms and information
SALC - Training courses, Local Councillor Publication, Update of records form
Clerks & Councils Direct - Publications
Leiston, Saxmundham & District CAB - Annual report and invite to AGM
Suffolk Flood Risk Management Partnership - Risk Strategy
Suffolk ACRE - Directors report and financial statements with invite to AGM
Suffolk Coast and Heaths - Consultation document

10.2 Email correspondence:-

M. Bond - District and County Councillor's reports for June and July 2012, affordable housing document

SCDC - Casual vacancy acknowledgement, Annual Town and Parish liaison invite, Councillor training course, Review of planning services, Review of housing services, Housing scrutiny review, Family carer wellbeing workshop, Updated contact list, Planning services, Olympic torch relay route, Summer activities 2012, Refuse collection, Trial Textile recycling scheme

SALC - Annual Parish Meeting minutes, Suffolk code of conduct, Flash Flooding, June e-bulletin, Reports from Suffolk Coastal area meeting, SALC training courses, SPS AGM, Making a change - multi agency team, LAIS updates, LAIS 1337 local Council precept, April e-bulletin, LAISUp2D

Suffolk ACRE - AGM and Conference, Jubilee insurance response, May 2012 members update, Funding update

- Deben Radio - Radio castle visit
- David Chenery - Pettistree pavement
- Freedome visionary trust - Coastal erosion report
- IOG Saltex - Seminars
- Suffolk Coast & Heaths - Summer 2012 newsletter
- Pauline Ivatt - Felixstowe Blue Cross centre leaflet
- Steve Shaw (Leiston) - Empowering Town and Parish Councils

The postal communications were discussed. These included several brochures and Council information papers along with an invite to Suffolk ACRE AGM. The e-mail list contains many information papers from the Councils, SALC and Suffolk ACRE. The correspondence on the casual vacancy and new code of conduct was discussed.

11.0 Matters to be brought to the attention of the Council:

11.1 Concern over the A frame advertising board at the Three Tuns public house which was blocking the view on exit from the junction was again commented on. The Clerk would raise the issue with PC Gilmore.

12.0 Dates for future meetings:

11th September 2012	Parish Council Meeting in the Parish Room	7.30 pm
13th November 2012	Parish Council Meeting in the Parish Room	7.30 pm

Signed: Dated: