

MINUTES OF A MEETING OF PETTISTREE PARISH COUNCIL HELD ON 10th SEPTEMBER 2013 IN THE PARISH ROOM AT 7.30 PM

Councillors present: Mr J Hallett (Chair), Mr Peter Hayward,
Mrs Ruth Leigh, Mr Mike Watts

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

1.0 Public Forum

- 1.1 The Police were unable to attend due to shift patterns but sent a report which showed that no crime had been reported in Pettistree in the period from July 23rd. The mobile van would be in Pettistree on 13th September 2013 to give members of the local community a chance to report or discuss local matters with an officer. The visits, between the hours of 8.30 a.m. and 9.45 a.m. would continue every 6 weeks and are set for 25th October, 15th November and 6th December 2013. The current priorities set by the community panel were speeding in Ufford and anti social behaviour in Rendlesham and Wickham Market.
- 1.2 Councillor Bonds report focussed on education. His view was that good education was in the main down to the teachers themselves. Teachers are employed by governing bodies not the Council so they cannot intervene until in some cases it is too late. It was difficult to recruit teachers in Suffolk but when they do come here they do not want to leave. In Suffolk an excellent rapport between schools and the Council exists. The Councils position on local buses will be explained in due course. Councillor Bond has 20 cases currently ongoing. He was asked by Councillors to look at the poor state of the footpath passing the Three Tuns, but he stated the Highways department may not be in a position to help due to lack of control and finance.

Closure of Public Forum and commencement of Parish Council Meeting

2.0 Apologies - Councillors J Bidwell, E Boardley, T Rowles, M Chilvers and the Police representatives.

3.0 Declaration of Interests - None Declared

4.0 Minutes:

- 4.1 Parish Council Meeting – 14th May 2013 minutes were signed as a true record after minor amendments to the wording of 5.2, 6.1 and 8.1.

5.0 Matters Arising from the previous meeting:

- 5.1 With Councillor Boardley absent it was agreed to defer the report on the Pettistree message board until the next meeting. Councillor Watts had spoken with Cath Caudwell who was using Outlook to send Neighbourhood Watch communications to 30 Pettistree residents.
- 5.2 The online register would be checked to ensure compliance of all Councillors in registering their interests.
- 5.3 As requested copies of the 4th edition of the Good Councillors guide had been purchased and distributed to those present.
- 5.4 The tree Warden gave a report following concerns on an oak tree. It was reported that since his visit a further deterioration had taken place and a further look was needed. Although not much sign at present Ash dieback disease was still a concern.

- 5.5 Jeff Hallett and Jim Jarvie had cleared weeds etc from the bus shelters to bring them back into use and they were thanked for their efforts. Without admitting ownership the highways department had sensibly repaired the broken pane of glass. The Clerk would continue dialogue with the Highways department to establish ownership as the shelter was not on Pettistree asset register and therefore it's insurance.
- 5.6 Councillors Watts, as editor of Pettistree People, would enter the publication in the Newsletter of the year competition run by SALC. It was suggested that the Jubilee edition would be an excellent example.
- 5.7 A quote had been received from the Highways department for the reinstatement of the Green at either £2274.37 for grass seed or £2583.81 using turf. It was agreed that the Clerk should obtain further quotes from two local companies on the approved contractors list.
- 5.8 In Councillors Rowles absence it was agreed to defer the report on the cleaning of the War Memorial.

6.0 Donations:

- 6.1 The Council had traditionally given a donation to the Air Ambulance which sponsored the Ufford First Responder and it was agreed to donate £150 to this worthy cause.
- 6.2 Pettistree Heritage continued its good work within the local community and the Council was pleased to donate £150 again this year.

7.0 Planning Matters:

- 7.1 The new method for planning applications was to direct them through the Clerk, who then had to sign and return with any comments. This drastically reduces the time available for the planning representative to do a round robin. The Clerk would continue to forward full documents to the planning representative but would scan and e-mail the summary page to Councillors to enable swift response if necessary. Two planning applications, DC/13/2054/ADN for a Kindwater company sign 3.2mtrs x 1.3mtrs and DC/13/2299/FUL to convert temporary to permanent permission for use as warehouse and ancillary offices from Kindwater Ltd had been dealt with in this manner and responses returned.
- 7.2 Some Councillors remembered seeing the plans for C13/0922 which was the erection of a single storey rear extension and pitched roof to Rosemary Cottage in Rogues Lane Pettistree. This had been approved but the planning representative could not recall it and it was not logged in his register.
- 7.3 Although not yet finalised it was reported that a plan to convert the Three Tuns site for housing was being considered. Councillor Bond was also aware of the plans. No official opinion would be made until the plans had been submitted.

8.0 Finance:

- 8.1 It was agreed to pay the following Invoices:

Clive Mann - Clerks Expenses to 31/08/2013	£118.00
Moore Brothers - Remove old tree stumps	£384.00
B M Salter - Internal Audit Fee	£25.00
SALC - 4th edition Good Councillors guide	£12.02
- 8.2 No insurance renewal had been received yet from Suffolk ACRE. In view of the renewal date being 1st October 2013 the Clerk would forward details by e-mail when received and Councillors would confirm acceptance or otherwise by the same method.
- 8.3 The Councillors discussed the Clerks salary scale and reviewed it against his peers. In view of his experience and commitment it was agreed to move the Clerk to NALC scale SCP19. This equates to a 5.77% increase. The Clerk thanked the Councillors for their continued support.

8.4 It had previously been agreed that there should be a lasting reminder of the Jubilee celebrations and autumn planting of fruit trees was planned. Now called the "apple avenue" planning is well advanced. The assistance from Woods local nursery is appreciated and Jeff Hallett had also secured a grant from Suffolk Coastal District Councils locality budget of £500 to assist in the funding. This would go through Pettistree Parish books as grants are not usually made to individuals. The payment for removing old tree stumps agreed in 8.1 is funded by this grant.

9.0 Correspondence:

9.1 Postal correspondence:-

- Local Government Boundary Commission - Electoral review of Suffolk Coastal
- Community Action Suffolk - Certificate of Membership ref CAS1972/13
- Disability Advice Service - Thank you letter for donation
- Ssafa Suffolk - Poster on supporting our Forces
- SALC - Newsletter of the Year form
- Came and Co. - Insurance advert
- The Local Councillor - Issue 2 of 2013 SALC newsletter
- Sovereign Play equipment - Brochure
- SCDC - Two planning applications for Kindwater Ltd
- SCDC - Suffolk Coastal District Local Plan

9.2 Email correspondence:-

- M. Bond - District and County Councillors reports for July and August 2013
- SCDC - Weekly planning lists, Sites review, Core Strategy briefing session, Physical activity survey, Temporary traffic order, Suffolk Community Awards, Pettistree record on Suffolk Infolink, Broken pane in bus shelter
- SCC - Suffolk Heritage open days
- Community Action Suffolk - Weekly e-bulletins, July funding newsletter, August funding newsletter
- ESE - Revised bus services July 2013, revised bus services September 2013
- Sizewell C - Groundwater investigations
- SALC - e-bulletins, Good Councillors Guide, Electric blanket testing campaign, NALC e-bulletin, Latest LAIS, Forthcoming courses, Newsletter of the Year competition, Clerks pay scales
- Ufford PC - Probation service information request
- Richard Inman - Rural Fair Share petition
- Darsham High Lodge Leisure - Summer ball in aid of McMillan nurses

The postal communications were reviewed and discussed and the membership certificate of Community Action Suffolk (formerly Suffolk ACRE) was acknowledged. A thank you letter from the Disability Advice Service for the recent donation had also been received. The planning applications from Kindwater Ltd are referred to earlier in minute 7.1. The large document outlining Suffolk Coastal District Councils local plan was also available for Councillors to peruse.

The e-mails received are filtered for junk mail by the Clerk and relevant ones forwarded to Councillors for review and action, these include the County Councillors reports, Community Action Suffolk's weekly bulletins and SALC notices. SALC included the sale of the Good Councillors guide and the electric blanket testing scheme.

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

- 10.1 An update on the apple avenue was provided by Jeff Hallett. The clearing of the old Yew trees had gone well and most of the 16 replacement trees had been ordered from Woods nurseries apart from one or two specialist trees obtained elsewhere. Dick Smith was helping with the planning and work. Woods nurseries would provide the posts for the protection of the young trees. A working party would be set up to plant and maintain the trees. A possible future purchase may be an apple crusher to make use of the windfalls. Councillor Watts had requested an article from Woods nurseries for the magazine.
- 10.2 With the summer nearly over the Clerk would send an updated list of the grit bin locations in preparation for filling ready for the winter.

11.0 Dates for future meetings:

- 6th November 2013 Pettistree Parish Council Meeting in the Parish Room at 7.30 p.m.
Moved to a Wednesday to avoid clash with Guy Fawkes Night
- 4th February 2014 Pettistree Parish Council Meeting in the Parish Room at 7.30 p.m.

The meeting closed at 9.10 p.m.

Signed: Dated: