

MINUTES OF A MEETING OF PETTISTREE PARISH COUNCIL HELD ON 15th JULY 2014 IN THE VILLAGE HALL AT 7.30 PM

Councillors present: Mrs E Boardley (Chair), Mr Mike Watts (Vice Chair), Mr J Hallett,
Mr G Hind, Mr Terry Rowles

In attendance: Mr C Mann – Parish Clerk
M Bond – District and County Councillor
G Hawkes – Woodbridge Police

1.0 Public Forum

- 1.1 Apologies had been received from PC Jo Clark so PC Graham Hawkes represented the Police and his presence was welcomed. Only one crime was recorded in the last period in Pettistree, that of criminal damage. This was a bad time in Melton for crime numbers. Priority for the coming period is speeding through Ufford and Anti Social Behaviour in Rendlesham and Otley village. The next meeting of the Safer Neighbourhood Team will be held in Melton on 30th July, 2014 at 7 p.m. The mobile Police Station continues to be active and well received.
- 1.2 Councillor Bond has ceased sending a monthly report as Councils had meetings at a variety of times making it difficult to be up to date and meaningful. Education is a focus with a new Director of Education now in place. Spending on roads is to be reviewed by the Audit Committee. Further cuts to services etc are on the horizon and planning matters continue to cause concern. Councillor Bond is retiring as District Councillor at the next election but will continue as County Councillor. He was thanked for his attendance and commitment to local matters.

Closure of Public Forum and commencement of Parish Council Meeting

2.0 Apologies - Councillors J. Bidwell, R. Leigh, M. Chilvers and PC Jo Clark.

3.0 Declaration of Interests - None were declared.

4.0 Minutes:

- 4.1 The 13th May 2014 minutes were approved and signed as a true record.

5.0 Matters Arising from the previous meeting:

- 5.1 Attendance at the Pettistree Parish Meeting was again disappointing with the majority of attendees there to present reports.
- 5.2 The Cleaning of the War Memorial is still to be completed. The Clerk was asked to seek firms taking on this task and bring them to the next meeting for discussion if the work had not been done by then.
- 5.3 The first instalment of the 2014/2015 precept had been deposited in the Parish bank account although no documentation had been received.
- 5.4 SALC held contact details of the Chair, Clerk and Village Hall booking Secretary, and these had been updated by the Clerk. This information is available to the public.

6.0 Other Pettistree Matters:

- 6.1 Councillor Hallett updated the Council on the Apple Avenue and that the £500 received from the locality fund had now been spent and a breakdown was provided. Thanks were recorded for the volunteers, Jeff Hallett for the Organisation, Woods Nurseries for the provision of some of the fruit trees and support in the work along with labels donated by the Bierowiec family. The mechanics for the watering of the trees during the early years was in place. It was agreed that as a thank you Councillor Bond would be invited to view the Apple Avenue.
- 6.2 The Councillors had been invited by Mosscliff Environmental to view the site planned for a Solar Farm at Loudham in order to canvas opinion ahead of a planning application. Several had attended and had a constructive dialogue with the firm's representative, gleaned valuable information which would help in later judgements. A summary of the exchange was provided later by Mosscliff.

7.0 Planning Matters:

- 7.1 There were no planning applications received since the last meeting.
- 7.2 There were no approvals to record.

8.0 Finance:

- 8.1 It was agreed to pay the following Invoices:
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| Clive Mann - Clerks Expenses to 30/06/2014 | £152.00 |
| Disability Advice Service - Donation | £100.00 |
| BDO - External Audit Fee | £0.00 |
| Jeff Hallett - Apple Avenue Expenditure | £116.00 |
| Jeff Hallett- Keys cut for Notice Board | £5.99 |
| Sharward Services - Pettistree People | £90.09 |
- 8.2 The Annual Return had been received back from the external auditors with no qualification or adverse comment. It was available to view by Pettistree residents upon request but none had chosen to do so.
- 8.3 The resignation of Peter Hayward had left the Council with a need for a further cheque signatory and Councillor Hind had volunteered. The documents required to change the mandate were obtained from Barclays and would be completed and signed by the relevant people at the end of the meeting. Councillor Hallett said he would now prefer all bank documentation to go to the Clerk and this was agreed and the paperwork amended accordingly. The Clerk would receive documents only for admin and reconciliation purposes and had no access to funds.

9.0 Correspondence:

- 9.1 Postal correspondence:-
- Issue 94 of Clerks and Councils Direct publication
 - SALC - Local Councillor Publication Issue 2 2014
 - SALC - Suffolk Local code of conduct
 - Leiston, Saxmundham & District CAB - Annual Report
- 9.2 Email correspondence:-
- SCDC - Information on new Individual Electoral Registration, Suffolk Coastal Leisure Strategy, Suffolk Coastal public consultation
 - SCC - Community Energy Planning Workshop, Coastline lite e-publication, Invite to June world of planning event
 - SALC - Insurance briefing, Consultation on parking standards, Governance & Accountability guide, Sizewell C report for June 2014, Revision of Suffolk local code of conduct, Heritage Coast consultation event, Update of Pettistree records, Information on Suffolk Show park and ride

- Community Action Suffolk - Weekly bulletins on a variety of local and national issues
- Suffolk Coasts and Heaths - Invite to conference
- Anglia Care Trust - Launch event
- Steve Shaw - Proposal for allowing sale of electricity by Town and Parish
- Coiuncils
 - Broxap Street Furniture - Brochure
- Priorities meeting dates
 - Safer Neighbourhood team - Panel meeting, Priorities meeting minutes,
- Loudham, Report of discussions at the site visit
 - Mosscliff Environmental - Invite for site visit to see proposed Solar panel farm in
 - Suffolk Energy Action - Coming your way soon
 - Framlingham, Wickham Market & Debenham Community News - Invite to send interesting local news for publication

The postal communications were reviewed and discussed.

The e-mails received are filtered for junk mail by the Clerk and relevant ones forwarded to Councillors for review and action; they contain many standard and regular Information e-mails from Community Action Suffolk and SALC. Following a request it was discussed and agreed that interesting news and events in Pettistree articles which have appeared in Pettistree People would be made available to the Framlingham, Wickham Market & Debenham Community News.

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

- 10.1 A visit to the new recycling plant at Great Blakenham was on offer and it was thought that it may be good to arrange one with not just Councillors but interested residents. The Clerk would obtain further details.
- 10.2 Hedge cutting had taken place during the past year but no Invoice or payment had been dealt with. The Clerk would try to make contact and clarify the position.

11.0 Dates for future meetings:

Tuesday 16th Sept 2014 Pettistree Parish Council Meeting in the Parish Room at 7.30 p.m.
 Tuesday 11th November 2014 Pettistree Parish Council Meeting in the Parish Room at 7.30 p.m.

The meeting closed at 8.45 p.m. and the signing of Bank Mandate documents followed

Signed/:Dated: