

MINUTES OF A MEETING OF PETTISTREE PARISH COUNCIL HELD ON 17th MAY 2016 IN THE PARISH ROOM AT 7.45 PM

Councillors present: Mr Jeff Hallett (Chair), Mr Terry Rowles (Vice Chair), Mr Steve Hind, and Mrs Mary Chilvers.

In attendance:

Mr Mark Amoss – District Councillor

There is no parish clerk at present

Mr Keith Bridges attended as a member of the public as he may be interested in the post of parish clerk

1.0 Public Forum

- 1.1 In line with the new police strategy no police were in attendance and no report had been received. Pettistree Parish Councillors were concerned that a burglary has recently taken place in the village while the cottage was occupied. There had been another burglary in Ufford in the last week.
- 1.2 District Councillor Mark Amoss reviewed activity in Suffolk Coastal DC including discussions on devolution, combining councils with Norfolk and Cambridge with the possibility of an elected mayor. He reported on a meeting in Wickham Market about the failure to rebuild the George public house where passionate views were expressed including the failure of the site owners or architect to attend the meeting. A grant for decorating the Village Hall had been approved and a further small amount of money was available for a local project. Mr Amoss suggested that councillors should consider and give details of what village projects might benefit from funding in his locality budget of a few hundred pounds.

Closure of Public Forum and commencement of Parish Council Meeting

2.0 Welcome and Apologies - The Chair welcomed those present. Apologies were received from Councillors Westrope, Cook and Watts, as well as County Councillor Bond

3.0 Declaration of Interests - None declared.

4.0 Minutes:

- 4.1 The 2nd February 2016 meeting minutes were approved and signed as a true record.

5.0 Matters Arising from the previous meeting:

5.1 Footpath Officer Sue Tansley had agreed to be our Footpath Officer. She very promptly carried out a comprehensive inspection/trial of the footpaths and produced an excellent detailed report dated March 2016. Her main conclusion is that the many difficult stiles should be replaced with gates or similar that will be easier for all, including the disabled and those with large dogs, to negotiate. Cllr. Amoss may be able to help to encourage the SCC highways dept. to do this.

5.2 Queens 90th Birthday Celebrations Good progress has been made by the organising group. Posters have been printed and an informative leaflet given to all households with details of the "bring and share" lunch, bell-ringing, games, words and music celebration in the church, and the evening BBQ. Cllr. Amoss may be able to help with a grant to defray some of the costs.

5.3 Japanese Knotweed Neither the Land Registry or the Environment Agency had been able to provide any helpful information or advice on ownership or method for eradication. Review of literature suggests that the best plan will be for repeated applications of a herbicide such as Glyphosate. We need to discuss this with those whose land is at threat of further invasion.

5.4 Parish Clerk Vacancy No definite applications have been received but Mr Keith Bridges is considering whether his health and other commitments in early retirement will permit him to undertake the duties.

Several councillors will entertain Mr and Mrs Clive Mann in a meal in the "Greyhound" on Wednesday 25th May and make a small presentation.

5.5 Annual Parish Meeting Several interesting agenda items have been proposed in addition to the usual reports.

5.5.1 Pettistree Website

5.5.2 Emergency Planning

5.5.3 Road Name Boards or lack of in Pettistree

5.5.4 John Woods Nursery business closure and New Venture by Plant Pro..

5.5.5 Parking on the Green

5.5.6 Queens 90th Birthday Celebrations

5.5.7 Pot holes in Pettistree

5.5.8 Village Notice Board refurbishment (by the Greyhound)

5.5.9 Parish Clerk vacancy

5.5.10 Footpath access

5.6 Pot Holes in Pettistree Some potholes had been repaired in Byng Lane but they have already broken down and shallow ones have got much worse. Others in Rogues lane and Loudham Hall Road are getting deeper.

5.7 Emergency Planning We need to review the literature to see what is suggested and what may be appropriate for our village.

5.8 Framing of 1904 Pettistree Map The large 1904 map , originally from "the Greyhound" has been professionally flattened and framed at a cost of £112 and will be hung in the Village Hall. (It was given to the village by Dave Billings.) It was agreed that a current smaller definitive footpath map should also be framed and hung nearby.

6.0 Other Pettistree Matters

6.1 Donation Request from the Disability Advice Service

A donation of £50 was agreed in view of help given to Pettistree people.

6.2 Donation Request from Helimed - declined

6.3 Donation Request from EACH children's hospice – declined.

6.4 Changes at John Woods Nursery Site

The land and buildings are still owned by William Notcutt Estates. The new tenants of the greenhouses and offices are Plant Pro who also trade as The Gardening Club and Suffolk Plant Store. They have planning permission from previous tenancies for retail sales and will be open seven days a week. Their management have been invited to the Annual Parish Meeting. (The warehouses are rented by Gloveman supplies.)

6.5 Village Notice Board Refurbishment

The glazed board by the Greyhound needs refurbishment and perhaps re-fixing. An estimate is needed to apply to Cllr. Amoss for possible funding.

6.6 Definitive Map and Statement for former Rural District of Deben.

The map will be framed and displayed in the Village Hall.

7.0 Planning Matters:

7.1 Info only DC/16/0460/AGO Hungarian Hall, Pettistree. Steel Frame Portal Building.

7.2 DC/15/5097/LBC Planning application from Mr & Mrs Bierowiec for Removal of roof lights and re-instatement of roof was approved.

7.3 DC/16/1280/OUT A letter referring to plans for Bentwaters had probably been sent in error as it was addressed to the Pettistree clerk at his Eyke address.

8.0 Finance:

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| 8.1 | Parish Council Accounts to pay: | |
| | Clive Mann - Clerks Expenses to 31/03/2016 | £175.00 |
| | Deben Frames - Framing of 1904 Pettistree Map | £112.00 |
| | Sharward Services - Pettistree People | £90.48 |
| | B. Salter - Internal Audit Fee | £25.00 |
| | SALC - Subscription for year to 31st March 2017 | £127.49 |
| | Community Action Suffolk - Subscription to 31st March 2017 | £Free (Applied) |
| 8.2 | Agreed and signed Annual Accounts for the year to 31st March 2016 | |
| 8.3 | Agreed and signed Annual Return for the year to 31st March 2016 | |
| 8.4 | Agreed and signed Annual Governance Statement | |
| 8.5 | Receipt of 1st half of 2016/2017 precept noted. | |

9.0 Correspondence:

- 9.1 Postal correspondence:-
- Tower Mint Ltd. - Queens's 90th birthday Commemorative medal
 - Friends of Suffolk Record Office - Fundraising Gala Invite
 - Coastal Accessible Transport - Details of Rural Transport Contracts
 - SCDC - East Suffolk Business Plan
 - SALC - The Local Councillor Newsletter 2016 1st edition
 - Clerk & Councils Direct - Issue 104 March 2016 Newsletter
 - Glasdon - 2 Brochures
 - William Notcutt - Changes to John Woods Nursery site
 - SCC - Definitive Map and Statement of former Rural District of Deben
 - Sharward Services - Change of Address
 - Age UK - New updated Posters for Notice Board
- 9.2 Email correspondence:-
- 86 e-mails, including internal messages dealt with by the Clerk and Councillors. The outgoing Clerk has streamlined the e-mail list by unsubscribing to those without a direct connection to Pettistree or the Council

The postal communications were reviewed and discussed. The thank you letter for the donation to support the Ufford First Responder was welcomed. It was also noted that a letter from the Police Commissioner offered local Councils the opportunity to club together to pay for the services of a local PCSO.

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.

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

None

11.0 Dates for future meetings:

- Tuesday 24th May 2016 Pettistree Annual Parish Meeting in the Village Hall at 8 p.m.
- Tuesday 19th July 2016 Pettistree Parish Council Meeting in the Parish Room at 7.30 p.m.
- Wednesday 14th Sept.2016 Pettistree Parish Council Meeting in the Parish Room at 7.30 p.m.

The meeting closed at 9.15 p.m.

Signed: -Dated: