

MINUTES OF A MEETING OF PETTISTREE PARISH COUNCIL HELD ON 25TH APRIL 2017 IN THE PARISH ROOM AT 7.30 PM

Councillors present: Mr Jeff Hallett (Chair), Mr Mike Watts, Mr Chris Cook, Mr Terry Rowles (Vice Chair), Mr Philip Westrope, Mrs Mary Chilvers, Mr Steve Hind,

In attendance: The Pettistree Parish Clerk was in attendance

1.0 Public Forum

- 1.1** In line with the new police strategy no police were in attendance and no report had been received.

Closure of Public Forum and commencement of Parish Council Meeting

- 2.0 Welcome and Apologies** - The Chair welcomed those present. No apologies had been received

- 3.0 Declaration of Interests** - None declared.

4.0 Minutes:

- 4.1** The minutes of 7th February 2017 meeting was approved. These were then signed as a true record.

5.0 Matters Arising from the previous meeting:

- 5.1 Japanese Knotweed** The Chairman thought that these were now dead and still no invoice had been received and none expected now.

5.2 Pot Holes in Pettistree There are still several potholes to be filled but to make a report then each one has to be done separately. T. Rowles suggested that we might be able to acquire a DIY kit with training and thus do ourselves. Parish Clerk to investigate. *Investigated and Suffolk Highways would not encourage public to fill in potholes and would not give out repair kits. We can report one or two potholes in same vicinity in one report. There are criteria of pothole sizes on website.*

- 5.3 Siting of framed 1904 village map.** This is now completed as is the Footpath map.

- 5.4 Access to the District Councillors' Enabling Communities Budget Scheme for Village events and repair of the notice board.** £500 received for this. Complete

- 5.5 Footpath access and maintenance.** Parish Clerk is sorting and awaiting reply. Chairman suggested I contacted Sue Tansley, Footpath officer. *Clerk has duly contacted Sue by email*

- 5.6 Broadband upgrade and siting of the cabinet in the Village Green area.** Chairman emailed M. Amoss but has received no reply.

- 5.7 New Assistant Editor for Pettistree People** No response. Editor looking at revamp of Pettistree People and handed out revised pages. All agreed to the change.

- 5.8 Bank Mandate amended** Parish Clerk now has access directly to the information about the Barclays accounts

- 5.9 Review of Bank Signatories for bank documents** Parish Clerk still to do

- 5.10 Redevelopment of Three Tuns site** Chairman emailed P. Wells and reply on 12.04.2017 stating just 7 dwellings including 2 in the former public house. New plans sent and Chairman sending to Clerk for printing out for the Parish Meeting. *Clerk duly printed these.*

- 5.11 Sizewell – Any action to take or discuss** Nothing further to discuss

6.0 Other Pettistree Matters

- 6.1 SCC Notice of Election** Sent to each Councillor

- 6.2 **Pettistree War Memorial Listed as Grade II by Historic England** Mike Watts met with Andrew Pritchatt who is doing Biographies of the names on memorials and looking to do Pettistree.
- 6.3 **Battle Over - Village event on 11.11.2018 to celebrate the anniversary of the end of WWI** Chairman suggested doing a similar event to the Queens 90th birthday with other village groups contributing. Mary suggested holding at Roger's Barn. It would be necessary to register the event. The councillors were in favour to hold this.
- 6.4 **Great Get together event 17/18.06.2017 Jo Cox remembered** No action to take

7.0 Planning Matters:

- 7.1 Planning applications received
DC/17/0705/FUL Plant Pro Ltd Extension to Glasshouses Pending No action to take
DC/17/1330/LBC Pettistree Lodge – Conversion of Attic-change sash windows etc. Pending The meeting reviewed the plans and saw no reason to object.

8.0 Finance:

- 8.1 **Parish Council Accounts Paid and to be Paid:**
SALC Clerk training £30.00 Cheque signed
Deben Frames – Village Footpath Map £66.72 Cheque previously signed
Sharward Services £90.48 Cheque signed
SALC subscription for the current year Approx.£140 approved for payment when received
- 8.2 **Enabling Communities Grant of £500.00 received 10.03.2017** confirmed
- 8.3 **Agree and sign Annual Accounts for the year to 31st March 2017** Duly signed and copies of the accounts given to all Councillors with queries answered.
- 8.4 **Agree and sign Annual Return for the year to 31st March 2017** Duly signed
- 8.5 **Agree and sign Annual Governance Statement** Duly signed and now ready to send to BDO

A Cheque was made out and signed to Terry Rowles for £31.45 for repairs to the Notice Board Receipt had just been received for £1232.50 being for half of the Precept for 2017/18

9.0 Correspondence:

- 9.1 Postal and Email correspondence:-
 Letters received from St Elizabeth Hospice and Disability Advice Service, It was agreed that that these would not be included in PPC donations.

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

- 10.1 **Pettistree People printing.** Mike Watts requested if in order to place free advert in Pettistree People from St Elizabeth Hospice to advertise gardens open days. Agreed in order. Mike Watts would not be unable to attend the Parish Meeting and Mary would be late.

11.0 Dates for future meetings:

Thursday	27 th April 2017	Annual Parish Meeting at 8.00 p.m. in Village Hall
Tuesday	18 th July 2017	Parish Council Meeting at 7.30 p.m.
Tuesday	May 2018	Pettistree Annual Parish Council Meeting at 7.30 p.m.
Tuesday	May 2018	Parish Council meeting at 7.45 p.m.

Tuesday May 2018

Annual Parish Meeting at 8.00 p.m. Village Hall

The meeting closed at 9.00 pm.

Signed: - Dated: