

MINUTES OF A MEETING OF PETTISTREE PARISH COUNCIL HELD ON 6th FEBRUARY 2018 IN THE PARISH ROOM AT 7.30 PM

Councillors present: Mr Jeff Hallett (Chair), Mr Terry Rowles (Vice Chair), Mr Mike Watts, Mr Chris Cook, Mr Steve Hind

In attendance: The Pettistree Parish Clerk, Mr John McNamara

1.0 Public Forum

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

1.2 No reports from County and District Councillors

1.3 **Mr John McNamara, Community Relations Manager, EDF** attended and gave the Councillors his report
He gave brief history of his work and connection to Sizewell. The project team are now heading for the third consultation which will not be until 2019. One main area was how to get the materials to site using the options of Rail, Road or by Sea. Upgrading rail line from Leiston and then new line to Sizewell, A12 bypass villages and Yoxford junction with B1122, Long or short Marine Jetty in the Sea and the linked environmental issues. The Park and Ride locations will have impact on the A12 and whilst EDF wish to do a 1 or 2 village bypass, the SCDC are looking for a 4 village bypass. There will be a lot of traffic with expected 2500 workforce of which 50% are expected to live in Campus locally at Eastbridge. EDF are still building a case for the Stage 3 and will keep all local Councils advised. The next forum should be held in July 2018 at Stratford St Andrew. Jeff stated the main problem was that if Park and Ride situated in Wickham Market area then Pettistree could be used as a rat run.

John McNamara reply There are Traffic monitors currently being used on the A12 and surrounding villages.
Mr McNamara left at 7.56pm

Closure of Public Forum and commencement of Parish Council Meeting

2.0 **Welcome and Apologies** –The Chairman, welcomed those present.
Apologies had been received from Mr Philip Westrope.

3.0 **Declaration of Interests** – None

4.0 Minutes:

4.1 The minutes of 1st November 2017 meeting were approved. These were then signed as a true record.

5.0 Matters Arising from the previous meeting:

5.1 **The repairs to Potholes in Pettistree** The potholes in Pettistree are still around but no further news.

5.2 **Footpath access and maintenance.** No developments

5.3 **Broadband upgrade and siting of the cabinet in the Village Green area.** Contractors still working on connections to the cabinet but still awaiting for connections to properties.

5.4 **‘Pettistree People’ magazine** November issue was completed and the next issue is due in March 2018. There is a need for 2 distributors once the issue has been printed.

5.5 **Redevelopment of Three Tuns site** The sold sign has been removed but no further developments received

5.6 **Sizewell C update – Meeting on 16.11.17 at Stratford St Andrew** Parish Clerk attended meeting. Mr McNamara gave his report which was as above and similar information as given at meeting.

5.7 **Battle Over-Village event on 11.11.2018 to celebrate the anniversary of the end of WWI**
There was a meeting on recent evening with planning committee and a plan for the day has been outlined but can be adjusted. The current plan is due to be shown in ‘Pettistree People’ A bugler is required for the memorial service and awaiting news from planning committee if one could be located. The Parish Council has agreed to make donation to the event.

5.7a **Booklet update and funding** An excellent booklet was produced by Mike Watts and Andy Pritchatt and 200 copies were printed for distribution to residents and relevant organisations, including Ipswich Record Office and Commonwealth War Graves Commission.

5.8 **Enforcement of Planning Conditions at Suffolk Sports Cars** Mr Manning had written to Mr

- Thompson at the SCDC planning enforcement department on 15th January describing several ongoing breaches of the planning conditions. Mr Thompson had replied that he would present this further evidence at the weekly planning enforcement meeting and then give an update to Mr Manning.
- 5.9 **External Auditor for 2018** Parish Clerk went on a webinar and also went to a meeting at SALC offices with the new external Auditors. Audit is very similar to previous Auditor but there will be higher fees should a problem be found or the return not sent in on time.
- 5.10 **Data Protection Officer from 25 May 2018** Parish Clerk went on a webinar and also went to a meeting at SALC offices and had numerous emails on the subject. It is still unsure if the Clerk can be a Data Protection Officer. Discussion was held on 'any' Data that might be held by Pettistree Parish Council and concluded there was very little. Details on back of 'Pettistree People' but concluded that people were in roles that they would know their details were shown. The Clerk had started to shred old planning applications and old documents which might have data shown. The computer has a virus protector and was pass-worded. Details on the website could be an issue and need to be looked at.
- 5.11 **Website** This was discussed. Clerk stated that appeared to be lot of out of date information and having contacted Chris Garner, the website manager, who stated he can only put on or amend data that is given to him. Discussed to look at a new website design but possibly too expensive. Councillors agreed that they would each look at the website and report back to the Clerk with any issues they have found. They would especially look at person or persons shown with their personal phone or other details which could breach the Data Protection if not now relevant.
- 5.12 **Expenditure for 2017/2018 and village hall** Mike Watts had sent email to all Councillors in respect of projects which he believed could be undertaken by the Parish Council in the next year. Each was discussed with other projects put forward and following agreed to be addressed. The Village Seats cleaned at a cost of around £200 but would need to delay until the spring. The Battle Over event was previously budgeted for at £300. The Willow tree to be cut back had planning permission applied for and estimate of £250. The Village Hall car park requires resurfacing and possibly a donation of £500 towards this. With the small precept applied for each year and the normally small overall expenditure of the Parish Council, the meeting felt that it could justify retaining a reserve of more than one and half times the precept (as was suggested by the auditors) since repairing unexpected damage to its property such as seats, signs and equipment could easily exceed £3000 and leave no working reserve.
- 5.13 **Boundaries Commission and Suffolk Coastal / Waveney electoral review** The County Councillor, Alexander Nicoll, confirmed that the Pettistree Parish would continue to stay with Suffolk Coastal District Council but would have a change of MP to Mr Dan Poulter.
- 5.14 **Projects for the village** This was discussed in 5.12

6.0 Other Pettistree Matters

- 6.1 **Grit Bins – Highways have on list to replenish** Confirmed that duly replenished
- 6.2 **Suffolk Neighbourhood Watch Association - Donation request of £50** Councillors believed there would be no benefit for the Parish and declined to donate.
- 6.3 **Outdoor playing space fund – Wickham Market application** As children from Pettistree use the playground in Wickham Market, as no playground in the Parish, it was agreed to support their application.
- 6.4 **Data Protection Training for Councillors at Ufford on 10th May 2018 at 6.30pm** Councillors – Jeff Hallett, Terry Rowles and Mike Watts said they were interested in attending and that the Parish Council would pay the small attendance fee. Councillors need to confirm with Ufford Clerk.
- 6.5 **Risk Assessments – Finance, Trees, Bus Shelters, Grit and Litter Bins, Notice Board, Seats, Signs** Finance controlled as only cheques issued, Trees-Nicholas Newton from Council checked the willow and poplar trees, Bus shelters still in order, Grit Bins all checked, Notice Boards are in order, seats require cleaning and will be done after winter, Signs are in order, no other problems noted in village.
- 6.6 **Agenda for Parish meeting** Similar as last year but with addition of the Battle Over event.

6.7 **Litter on A12 slip road and in general** Parishioner stated that litter had increased on the A12 slip road. It was deemed not safe to pick litter on most roads as speed limit over 30mph and parishioner advised to contact Highways. Litter pick not deemed necessary this year.

6.8 **SARS request for donation** Agreed not to donate this year.

6.9 **Update (if any) on rumours of extensive building plans at pre-permission stages** It was noticed that surveyors had been walking around the village. No one had any ideas as to what development these could be for but believed it to be to do with suggestions for sites where Wickham Market could expand its housing stock.

7.0 Planning Matters:

7.1 Planning applications received

DC/17/5208/ADN	Advertising sign on slip Road	Permitted
DC/17/5212/FUL	Extension Presmere nursery	Withdrawn
DC/18/0001/TCA	Weeping willow on village Green	Awaiting decision

8.0 Finance:

8.1 Parish Council Accounts Paid and to be Paid:

Parish Magazine Printing	Paid	£69.00
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To Pay

Internal Auditor	£25.00
Pettistree People (Mike Watts) Expenses	£64.90
Parish Magazine Printing War Memorial Booklet	£104.00
Willow tree felling (Awaiting Planning decision)	
Pettistree Clerk (K. Bridges) Travel and expenses	£193.99
Village Hall To be agreed at future meeting	

Donations	None agreed
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8.2 VAT reclaimed and received 06.02.2018 £42.80

9.0 Correspondence Received:

9.1 Postal correspondence:- St Elizabeth Hospice Garden Trail – Decided not to participate

9.2 Email correspondence:- SCDC – Charging if Brown bins required from April. Will give a larger bin if parishioner pays the annual fee.

Suffolk Highways survey – required details if Council would participate in doing jobs currently performed by Highways.

Jeff completed survey in part

9.3 Chris Garner had thanked the Parish council for the honorarium cheque

10.0 Matters to be brought to the attention of the Council

10.1 None

11.0 Dates for future meetings:

Tuesday	8 th May 2018	Pettistree Annual Parish Council Meeting at 7.30 p.m
Tuesday	8 th May 2018	Parish Council meeting at 7.45 p.m
Tuesday	22 nd May 2018	Annual Parish Meeting at 8.00 p.m. Village Hall Chris Cook will be unable to attend
Tuesday	17 th July 2018	Parish Council meeting at 7.30 p.m

The meeting closed at 9.35 pm.

Signed: - Dated: