

Minutes of Kettleburgh Parish Council Meeting held on Wednesday 16 September 2009

Present: Cllrs J Bater, R Durbin, D Harris (chair), P Garland, G Weeks;

The Parish Clerk was in attendance. Peter Bellfield (SCC) and two members of the public were present.

The Chairman welcomed everyone to the meeting and thanked Cllr Garland for providing refreshments.

ACTION

1. **DECLARATIONS OF INTEREST:** There were none.
2. **APOLOGIES FOR ABSENCE:** Cllrs. T Jessop, V Neilson; SCDC Cllr Bob Snell, PCSO Christian Hassler.
3. **MINUTES** of the meetings held on 15 July, 30 July and 26 August were approved and signed.

4. **REPORTS FROM SUFFOLK COUNTY COUNCIL AND SUFFOLK POLICE:**

SCC Cllr Peter Bellfield:

- Following the May elections, Cllr Bellfield is now chairman of the Pension Fund Committee and a member of the Committee for Roads and Transport. Pensions are one of the largest areas of spending for SCC, with little room to make savings, as the payments are statutory. He is looking forward to the outcome of the Policy Development Panel on HGVs, and is keen to influence road structure plans at Martlesham: the application to build 2,000 houses needs improvement in road infrastructure before any planning is agreed, particularly with regard to plans to install traffic lights in place of roundabouts.
- Medium term financial plans show a budget deficit of £48 million in 3 years. Central Government grants will be meagre: SCC is looking to combine with Police and NHS management to improve efficiency costs. SCDC also need to find savings of 20%.

PCSO Christian Hassler: (*read out by the Clerk*)

- From 16 July to 16 September there was one reported crime in the Kettleburgh area: fraud by false representation of a cheque.
- Speeding and Parking concerns: the speed gun will be used in response to complaints about speeding during the morning and afternoon school runs.
- Crime Prevention Advice: keep an eye out for bogus callers claiming to be from the Council, water board or collecting for a charity - always ask for picture identification. No ID: no entry.

The problem of dealing with bogus callers will be added to the agenda of the next Parish Council meeting and our Neighbourhood Watch representative will be asked to attend.

5. **PLANNING**

C09/1105 - Corner Cottage: retention of 2000 litre calor gas tank & creation of pedestrian access.

SUPPORTED

C09/1152 - Packway Cottage: Erection of 3 stable, tack room, feed room & haystore.

SUPPORTED

PLANNING DECISION FROM SCDC:

C09/0956 - Corner House – Land to the South

Erection of stables, 2 loose boxes, haystore & tack room **APPROVED**

6. **LOCAL DEVELOPMENT FRAMEWORK**

No report.

7. **UNITARY COUNCILS UPDATE**

This is still an open issue.

8. **ANNUAL REVIEW OF DOCUMENTS**

- Insurance: the policy retains the same cover as last year. It was agreed that the slight increase from last year's amount was acceptable.
- The Asset Register and Risk Assessment were as presented with the annual accounts in May.
- Standing Orders have been amended at paragraph 58 to reflect the new Code of Conduct. The Clerk will email amended copies to all Councillors.

JC

9. PARISH TREE SCHEME

The Clerk will contact SCDC to confirm the timetable for this year's planting and as Cllr Chase was absent, contact him to ensure that deadlines for this year's scheme will be met. JC

10. TRAFFIC CALMING

a) **Community Speedwatch Scheme:** when this issue was raised in March 2008 neither Easton nor Brandeston was interested in joining a scheme. The matter has been raised again in response to a request from PCSO Christian Hassler. The following points were agreed:

- The Parish Questionnaire analysis may indicate a Parish view.
- The Clerk will continue to pursue the provision of a footpath along the Street between Lings Field and Honeysuckle Cottage. JC
- There should be a balance between urbanisation and safety.
- Cllr Durbin will continue to liaise with SCC, Christian Hassler and Kevin Mann at Suffolk Police, and ask for better timing by using the speed gun in the early morning. RD
- Thanks were expressed to Cllr Durbin for his work on this topic.

b) **Traffic Calming Measures:** Cllr Durbin and the Clerk met with Luke Barber from SCC in The Street and along the Brandeston/Easton Road to discuss the implementation of measures agreed in November 2008 at the 'Focus on Traffic' Parish meeting. Luke Barber will draw up plans for entry gateways on the Easton and Brandeston Roads, for buff road marker strips and for additional 30m.p.h. signs in The Street. Once received, the Council will consider these plans. It was agreed that the allocation to Kettleburgh of £5,000 was a good result. The Clerk will write to Cllr Bellfield to thank him for his help. JC

11. QUESTIONNAIRE – interim report

So far, there has been a 62% return rate. As there was a poor response rate from deliveries by some Councillors, it was agreed that further attempts at collection should be made with a deadline of 25 September for their return. Cllr Garland will collate the results and with the Clerk's help, will ensure that verbatim comments retain their anonymity. They will be circulated to Councillors and discussed at the next Council meeting. PG/JC

12. VILLAGE GREEN:

a) **Village Green Report:** nothing to report.

b) **Provision of lease to KGT:** KGT will discuss issues raised by the first draft of the lease document and return it to their solicitors. The lease document will then be sent to the Parish Council for their consideration.

13. NOTICE BOARD

Gift to the Parish Council of land surrounding the village notice board:

The paperwork from Land Registry showing the above land registered in the name of the Parish Council has been received and will be stored with Parish documents. The Clerk will write to Mr. Matthew Payne, thanking him for the gift of the land and enquiring if any costs have been incurred. JC

14. REFRESHMENTS

It was agreed by a majority of Councillors that the provision of refreshments before Council meetings provided a valuable time for informal conversation with villagers and District and County Councillors. In line with the pattern established by previous chairman Mr Paul Norman, refreshments will be provided in future by the Chairman.

15. FINANCE

a) **The Annual Return for the year ended 31st March 2009 is now complete and has been accepted and approved by the Council.** The Notice of Conclusion of Audit will be displayed for a period of fourteen days on the Parish notice board.

b) **The Financial Statement was received and approved.**

c) **Invoices for payment were approved and signed.**

d) **Insurance with Suffolk ACRE was renewed for the period 1st October 2009 – 30th September 2010.**

16. CLERKS REPORT:

a) The East Anglian Daily Times has requested that copies of Parish Council minutes be sent to them for publication in their daily paper and/or on their website. It was agreed that the Clerk will forward approved minutes to EADT by email. JC

b) SCC Highways is aware of the Parish Council's concern over the deep ditch along Rectory Road between Rectory Farm and Packway Cottage, but no action has yet been taken to make this part of Rectory Road safe

for road users. The hedge by the bend chevron on School Hill has been trimmed. The hedge by Corner House has been trimmed back to expose the warning bollards, but the laurel hedge is still growing out into the road.

c) Hastoe Housing has reported that the sale of 2 Church Fields to Mr Ben Gibbons is progressing, with completion expected within the next month.

d) There is a Suffolk Police meeting in Felixstowe on 29 September – the details were placed in the Correspondence folder.

e) It was agreed that the Clerk would bring 'junk mail' and advertising material to Parish Council meetings, to be displayed and then disposed of, rather than including it in the correspondence pack.

f) The SCDC Outdoor Playspace Statement shows a balance of £13,811 for the Framlingham Area Sports Fund and £1372 for the Kettleburgh Playspace Fund.

17. CORRESPONDENCE

All correspondence was circulated amongst Councillors

18. REVIEW OF ACTIONS REGISTER:

The Actions Register was reviewed to bring it up to date.

19. A.O.B:

Cllr Weeks queried whether the Welcome Pack was being delivered to new residents. The Clerk will print copies for new residents at Barrel Cottages and Arthur's Cottage. It was agreed that 'Community Events' as an agenda item would be an effective method of noting new arrivals in the village, as well as promoting village activities.

JC

20. DATE OF NEXT PARISH COUNCIL MEETING:

Wednesday 11 November (*Agenda items by 1 November please*)

21. The meeting closed at 9:05p.m.