

Minutes of Kettleburgh Parish Council Meeting held on Wednesday 8 September 2010

Present: Cllrs J Bater, T Chase, D Germain, D Harris (chair), T Jessop, V Neilson.

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

The Chairman welcomed everyone to the meeting which began in Open Session at 7:15p.m. No matters were raised.

Open Session was closed and the meeting began.

ACTION

1. **DECLARATIONS OF INTEREST:** There were none

2. **APOLOGIES FOR ABSENCE:** Cllr R Durbin, P Garland, Cllr Bob Snell (SCDC), PCSO Christian Hassler.

3. **MINUTES** of the meeting held on 21 July 2010 were approved and signed.

4. **REPORTS FROM SUFFOLK COUNTY & DISTRICT COUNCILS AND SUFFOLK POLICE**

SCC Cllr Peter Bellfield: the recent local newspaper headline which warned about the imminent 'Break Up of the County Council' was more properly a report detailing how the required 30% savings are to be made. This will be achieved partly by large scale devolving of services and outsourcing, although no decisions have yet been made. Roadshows to explain this new strategic direction have been touring the county. It is possible that all schools will in time become independent of the local authority.

SCDC Cllr Bob Snell (*read by the Clerk*)

- LDF status: Core Strategy published in June as interim planning policy; Regional Spatial strategies abandoned by government; housing numbers being re-examined in bottom-up approach based on demographic and other evidence and forecasts; site specific allocations exercise delayed till 2011.
- Savings: Suffolk Coastal and Waveney Cabinets will meet at Wenhaston Village Hall on 13 September in the next step towards cost-saving shared services. The two Councils already share a Chief Executive and Heads of Planning and Finance, as part of an initiative that has helped both councils save well over £200,000 in the last two years. Stephen Baker, the shared Chief Executive, is proposing one senior management team by October, with nearly 30 per cent fewer posts than before and ongoing savings of around £400,000 p.a.
- Electoral register: The annual update of the Electoral Register is underway. Residents can save SCDC time and money by going online or using the freephone service – last year more than 10,000 registrations with no changes cost more than £3,000 in postage alone, when forms could have been updated on the phone or online.
- Planning Scrutiny: The SCDC Corporate Services Scrutiny Committee meets again on 17 September at Ufford Park Hotel, where it will hear from six town/parish councils, six district councillors and the organisation "Community Voice on Planning" in its continuing review of the Council's Planning service.
- Beachwatch: The 25th annual event to protect local beaches and marine wildlife on Sunday 19 September from 10am to noon at Bawdsey Quay is looking for help from 12 more volunteers. Contact Deborah Wargate on 01394 444747. For events at beaches elsewhere in the district, contact the AONB unit on 01394 384948.

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

- Crime report: from 20 July to 8 September - there was one reported crime in the Parish of Kettleburgh: Aggravated taking of vehicle

5. **PLANNING DECISIONS FROM SCDC**

C10/1789:Kettleburgh Hall – Conversion of disused barn to holiday let/annex – No decision yet

6. **KETTLEBURGH PUMPING STATION**

Cllr Germain reported that following recent heavy rain there had been two instances of effluent overflow at her property, when she had contacted Anglia Water (AW). On both occasions the response was tardy, even though the occurrences were regarded as emergencies. Whilst in conversation with Hugh Crerand, Collections Manager at AW, Cllr Germain learned that AW does not yet know how to make improvements to prevent the overflow. Cllr Germain will write to AW to express her frustration at the continued overflows, with a copy for the Parish Council. Cllr Jessop continues to keep our MP Dr Daniel Poulter updated.

DG

7. **PARISH TREE SCHEME**

Cllr Chase has received confirmation from SCC Highways that they have no objections to the planting of two trees on the triangle of grass by the bus shelter. There has been no interest shown in the marketing article sent to all houses in Kettleburgh. The order for the Scheme this year will therefore be for two trees, paid for by the Parish Council, to be planted adjacent to the bus shelter, and possibly a small amount of hedging.

TC

8. COUNCIL TAX REFERENDUM

At the end of July, the Communities and Local Government Department published a consultation 'Local referendums to Veto Excessive Council Tax Increases', the purpose of these proposals being to shift power from the state to local communities. Responses to this consultation were invited from all parish and town councils. Following some discussion, Councillors considered that there is no need for referendums at parish level: any future large increases in the precept would only take place after consultation, in line with the wishes of parishioners. The Clerk will respond to the consultation.

JC

9. TRAFFIC CALMING

The Clerk reported that the new road markings - line painting and '30' roundels - were now in place in two locations on The Street as well as on the Brandeston Road. Work on the gateways on the Brandeston and Easton roads should begin within the next two weeks.

10. VILLAGE GREEN

a) **Transfer of licence –7 Church Road:** no progress

b) **Vehicular Access to 11 Church Road:** no progress. Although these two matters are not lead by the Parish Council, the Clerk will contact Marshall Hatchick (solicitors) to enquire about progress.

JC

c) **Provision of lease to KGT:** Considerable delay has been caused, both with the transfer of the licence and with the lease, by Challinors, the solicitors for Natural England. Their suggestion that the Parish Council was improperly making financial gain from the renting of land intended as the Village Green was refuted by Cllr Jessop and the Chairman, when they met with Susan Bates at Marshall Hatchick. They produced paperwork to clarify the situation, showing that the land rented by nos. 7 and 8 Church Road was never a part of the land set aside for the Village Green and that it had been used by these two properties for many years before the transfer of this area of land from SCDC to the Parish Council.

11. COMMUNITY EVENTS

18 September – Race Night IAO KGT

20 September – Salsa class

10 October – Harvest Festival and supper

23 October – Olde Tyme Music Hall evening IAO the Village Hall

12 November – Quiz evening IAO St Andrews church

12. FINANCE

a) **The Annual Return for the year ended 31st March 2010 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.

JC

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

c) **The asset register was reviewed and accompanies these minutes.**

d) **Insurance with Suffolk ACRE was renewed for the period 1st October 2010 – 30th September 2011.**

e) **Audit procedures were reviewed and approved.**

f) **The Council's risk assessment was reviewed and approved.**

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

13. CLERKS REPORT

a) Councillors agreed with the Clerk's suggestion to make planning applications available at the monthly coffee mornings.

b) Cllr Chase will return an amended map showing street names in Kettleburgh to SCDC. The District Council is attempting to ensure that they have the correct names for all streets in the Suffolk Coastal District. The Clerk will retain a copy of the corrected map for the Parish Council's records.

TC

c) The Clerk drew Councillors' attention to a leaflet from the Debenham project, a voluntary organisation that seeks to offer support to carers of those with dementia.

d) SALC has produced a short survey on public services. Councillors will return their completed forms with the correspondence pack, so that the Clerk can consolidate the responses before returning the survey

ALL

14. CORRESPONDENCE

All correspondence was circulated amongst Councillors

15. REVIEW OF ACTIONS REGISTER

- Cllr Chase will liase with Cllr Durbin in order to obtain some quotes for an additional gateway on School Hill.

TC

- The Clerk will write to SCC Highways about the unofficial 'road widening', with a copy to Daniel Poulter MP.

JC

16. A.O.B:

- Cllr Chase was pleased to report that the Hedgerow Survey was now complete and had been collected by Guy Ackers at SCDC for checking and sending to the Suffolk Biological Records Centre. Thanks to all those who helped by walking the hedgerows to record species and to Mrs Bridgette Chase for coordinating the survey.
- Cllr Bater queried the padlock on the small side gate to the Pound. The Chairman responded that the gate had been secured to avoid it being left open, and that access was available through the larger gate on Mill Lane.

17. DATE OF NEXT PARISH COUNCIL MEETING:

Wednesday 10 November at 7:15p.m (*agenda items by 1 November please*)

18. The meeting closed at 8:20p.m.

Kettleburgh Parish Council Assets Register

	2008-09	2009-10	2010-11
The Pound	£ 1,000.00	£ 1,000.00	£ 1,000.00
Village sign	£ 1.00	£ 4,000.00	£ 4,000.00
Notice Board	£ 1,600.00	£ 1,600.00	£ 1,600.00
Village Green	£13,600.00	£13,600.00	* £ 100.00
Total assets	£16,201.00	£20,200.00	£ 6,700.00

* Village Green was revalued in 2010