

## Minutes of Kettleburgh Parish Council Meeting held on Wednesday 14 September 2011

Present: Cllrs. J Bater, D Bell, T Chase, D Germain, D Harris (chair), T Jessop, A Wheeler-Rowe.

The Parish Clerk was in attendance. Five members of the public and our County Councillor were present. The Chairman welcomed everyone to the meeting which began at 7:15p.m in Open Session. A comment was made about poor visibility when vehicles are parked at the junction of The Street and Easton Road. Open Session was closed and the meeting began.

ACTION

1. **DECLARATIONS OF INTEREST:** There were none.
2. **APOLOGIES FOR ABSENCE:** Cllr. R Durbin.
3. **MINUTES** of the meetings held on 13 July and 11 August were approved and signed.

#### 4. **REPORT FROM SUFFOLK POLICE**

PCSO Christian Hassler sent his apologies, as he was unable to attend. He requested that, in his absence, his report be read out before Cllr Peter Bellfield's report:

He will attend the next Brandeston Parish Council meeting where he will voice Kettleburgh Parish Council's concerns to the Head of Brandeston School about the early morning traffic which speeds along The Street on its way to Brandeston School. He will suggest a letter home to parents reminding them about their manner of driving through the villages. *(Cllr Durbin has informed PCSO Hassler that he had previously written to both Brandeston School and Framlingham College about this problem in January 2009.)*

Community Speed Watch Scheme: Some villages bordering Kettleburgh have expressed an interest splitting the cost of the equipment needed and Cllr Bellfield has offered some of his locality budget if parishes wish to band together. PCSO Hassler was therefore disappointed to hear that Kettleburgh Parish Council has decided not to participate in the Speed Watch Scheme, particularly as speeding has been highlighted as a problem. He added that volunteers can choose to conduct speed checks in other participating parishes and that drivers should be thankful of a warning letter from their Community Speed Watch rather than a £60 fine and three points on their licence, which they still may get if they are caught a second time.

*Councillors have already made their views known about the problems that may be encountered with the Community Speed Watch Scheme: safety issues; vulnerability to 'road rage'; the lack of any official status; the fact that we pay Council Tax and expect the police to enforce laws.*

PCSO Hassler asked to be informed via email of a final decision on this matter. The Clerk will respond.

JC

#### **SCC Cllr Peter Bellfield:**

Traffic Calming: £1250 from Cllr Bellfield's fund for minor traffic repairs has been allocated to providing the third gateway (on the Framlingham Road) for Kettleburgh's traffic calming scheme.

SCC budget: Although the County Council is ahead in its budget for savings of £42 million this year, £50million savings must still be found over the next two years. A consultation of local people is under way, asking for opinions on the priority of services required. A further consultation is being made on the future of Mobile Libraries. The present cost is £590,000 each year, with an estimated cost of £7.70 per individual visit, in comparison to £2.50 per visit to static libraries. There are 13 registered users of the mobile service in Kettleburgh, 4 of whom are active borrowers. A possible solution is to reduce the present fleet of six vans to three, resulting in monthly rather than fortnightly visits, and to cease visiting towns that have static libraries (e.g., Ipswich.)

The Appointments Committee at SCC has decided that the salary offered to the next Chief Executive will not exceed £160,000. This amount is low in the scale offered nationally.

Broadband: With the £11million Government Agency funding and an increase to £10million from SCC, higher Broadband speeds are expected to reach all of Suffolk by 2020.

#### **SCDC Cllr Bob Snell:** report attached.

Comments were made about the proposals to increase income from car park charges:

- It was felt that to charge disabled (Blue Badge holders) would encourage disabled drivers to take advantage of their concession allowing parking on yellow lines. Cllr Bellfield responded that the proposals allowed Blue Badge holders double parking time.
- There was a query over the suggestion that charges might be levied in Framlingham car parks. Whilst Councillors' opinions of parking charges in Wickham Market varied, all were opposed to charges in Framlingham. The Clerk will seek to clarify the situation and make the Parish Council's views known to SCDC and to Framlingham Town Council.

JC

**5. PLANNING:**

**a) PLANNING DECISIONS FROM SCDC**

**C11/1179: Corner House: Extension with single storey glazed link - APPROVED**

**C/11/1696: Watermill Cottages: Installation of three air source heat pumps – APPROVED**

**b) Response to Coalition government Draft of National Planning Policy Framework:**

This response is due by 14 October. Cllr Jessop will produce a draft for this Council's response, stating that KPC supports the proposed Local Development Framework and is highly concerned that proposals made in the NPPF could overrule this document, leaving Kettleburgh in a position vulnerable to unwanted and unsustainable development. Cllr Bellfield added that with the proposal of a significant change from the default of 'no development' to 'development allowed', Kettleburgh should consider drawing up a plan for SCDC that would take into account a reassessment of housing requirements for the village. Although Cllr Wheeler-Rowe requested further discussion on the response to the draft of the NPPF, it was agreed that Cllr Jessop's draft would restate the overwhelming majority view of the village following the meeting held in January 2009.

TJ

**6. THE PROCESS OF DECISION MAKING**

The Clerk outlined the standard process of agenda setting for bi-monthly meetings, with decisions made on agenda items only. If matters arose between meetings that needed a decision before the next scheduled meeting, it may be necessary to convene an extra Parish Council meeting. However, items that had already been discussed could be furthered by email between meetings. **It was agreed that any new material that needed a decision due to time constraints would necessitate an extra meeting.**

**7. DIAMOND JUBILEE CELEBRATIONS**

There was a request at the Annual Parish Meeting that the Parish Council should consider a village celebration for the Diamond Jubilee of Queen Elizabeth II. Cllr Bell agreed to form a sub-committee, which would report back to the Parish Council, and which would aim to include a representative from all village organisations. Cllr Bell also suggested leafleting all households. The opportunity to obtain commemorative mugs will be discussed by the sub-committee. The Clerk will liaise with Cllr Bell and convene a meeting to be held in October.

JC/DB

**8. BROADBAND IN KETTLEBURGH**

Cllr Wheeler-Rowe has written an article in the September Parish Council newsletter requesting villagers' views on their current broadband performance. The deadline for these responses is the end of October 2011. Cllr Wheeler-Rowe will collate the replies. If a need for a faster service is established, a lobbying strategy can then be investigated.

AWR

**9. TREE & BULB PLANTING; GRASS CUTTING**

Cllr Chase reported that the Parish Tree Scheme organised by SCDC was no longer in operation, and that their new scheme was aimed at large scale planting. The suggestion of planting a tree to commemorate the Diamond Jubilee will be made at the sub-committee to be formed. Cllr Chase agreed to plant some Spring bulbs by the new gateways. Any care and maintenance of the bulbs would be undertaken by Cllr Bater on Brandeston Road and by Cllr Germain on Easton Road. The Clerk will contact SCC Highways to ask for the verges to be trimmed so that the new gateways are not hidden by plants and grass, and also to request that the grass verge by the bus shelter is cut.

TC

JC

**10. VILLAGE GREEN**

**a) Vehicular Access to 11 Church Road:** No further progress.

**b) Agreement and Signing of lease to KGT:** Copies of the lease had been circulated amongst Councillors. There were no comments or objections. **The three documents - the lease, the counterpart lease for KGT and the Deed of Adherence, which confirms that KGT will comply with all the obligations on the Parish Council set out by Natural England under the terms of their grant - were signed and witnessed.** Our solicitors, Marshall Hatchick, will retain the lease for safe keeping along with other Parish Council documents.

**11. THE POUND**

Cllr Bater reported that several trees needed thinning and that the poplar would be felled. This would help to increase the light at ground level. He suggested planting Spring bulbs. He will arrange a meeting on a Saturday morning in October at which final arrangements will be made for these projects. The Chairman noted that the removable panel of fencing has been secured in place.

JB

## 12. COMMUNITY EVENTS

First Friday of each month - Coffee morning

Mondays at 10:00a.m - Keep Fit sessions

17 September – Race Night

9 October – Harvest Festival & Supper

29 October - Harvest Hop with John & Mario

31 October - Autojumble at Church Farm

31 October – Hallowe'en Lights on the Village Green

18 November – Quiz Night

Thanks were expressed to Cllr Bell for making the fun Day on the Village Green such a success.

## 13. FINANCE

a) **It was agreed that the Parish Council Insurance with Zurich Insurance should be renewed.**

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

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

d) **The asset register was reviewed.** It remains the same as last year.

## 14. REVIEW OF PARISH COUNCIL DOCUMENTS

a) Standing Orders were reviewed, with alterations made to allow the review of documents to occur at the Chairman's discretion, rather than mandatorily at the Annual Meeting of the Parish Council.

b) Financial Regulations were reviewed and remain unchanged.

The reviewed documents will be emailed to all Councillors.

JC

## 15. CLERKS REPORT

a) The review of the Outdoor Playspace Schedule was discussed and will be returned to SCDC. Changes include an update of the village description and the inclusion of the Pétanque Piste under the Sports Facilities.

b) The Mobile Libraries consultation was handed to Cllr Germain for completion and return.

DG

## 16. CORRESPONDENCE

*All correspondence to be circulated amongst Councillors*

## 17. A.O.B:

- Cllr Wheeler-Rowe asked to be informed which of the Standing Orders were mandatory. This will be done before the next review.
- Warnings about securing property were given after two break ins have been reported in Brandeston

## 18. DATE OF NEXT MEETING:

Wednesday 9 November at 7:15p.m (*agenda items by 24 October please*)

19. The meeting closed at 9:10p.m.

## **District Councillor Bob Snell's report to Kettleburgh Parish Council, 14 September 2011**

### **1. Local Development Framework**

The Reviewed Core Strategy was considered by Full Council on 27 July 2011 and it was resolved to progress the document subject to its Sustainability Appraisal and Appropriate Assessment documents being updated. This has now been done and the updated documents can now be viewed on line. Consultation is under way in accordance with the Environmental Assessment of Plans and Programmes Regulations 2004 and Conservation of Habitats and Species Regulations 2010. Comments are invited on the updated Sustainability Appraisal and Appropriate Assessment documents over a 6-week period, until 14 October.

The consultation responses will be reported to Cabinet and Council in January 2012, after which the Core Strategy will be formally submitted for consideration by an independent Inspector, probably with a Pre-Hearing in April 2012 and the formal Hearing in May, with the Inspector's report following in September. After that the Core Strategy is expected to be adopted and the process of Site Specific Allocations can begin, for completion sometime in 2013.

### **2. Coast Protection**

(a) The second phase of works to provide improved protection to the Thorpeness coastline starts this month, now that all the funding has been secured and J Breheny Contractors Ltd appointed to carry out the work. The scheme to reconstruct and strengthen the damaged coast defence at the northern end of Thorpeness has been made possible by a partnership involving Suffolk Coastal, the Environment Agency and local residents.

With a total cost of around £400,000, the majority of the funding is being met by Government via the Environment Agency, with the remainder coming from local residents and SCDC.

(b) As part of the Central Felixstowe sea defence works, a barge carrying 20,000 tonnes of rock armour (4 to 6.5 tonne lumps of granite) arrived from Norway last week, the first instalment of rock armour for the new defences from the War Memorial, around Cobbold's Point and along to Jacob's Ladder. The first phase of the works will be completed in November, building the first nine urgent rock groynes in the northern section. The second phase, in April to July 2012, will complete the scheme by building the remaining nine rock groynes and the revetment to the south of Cobbold's Point and the maintenance access and walk way linking Cobbold's Point and Jacob's Ladder. The £10 million scheme has been funded by a grant from Defra via the Environment Agency.

### **3. Review of Polling Stations**

A review of all 117 polling stations in the district has been carried out by SCDC to ensure accessibility.

### **4. Car Park Charges**

Town centre car parking charges may increase for the first time since 2006 as SCDC looks to reduce the gap in its budget caused largely by a 30% cut in Government grants. The Cabinet discussed a report on a range of measures which could increase income from car parks by up to £468,000 a year.

Despite SCDC's savings of £10m in the last few years, and pioneering efforts to share services and reduce costs by working with Waveney, £2m worth of Government grants will be lost by March 2015 and £2.8m must be found from more from savings or extra income. The changes to town centre car parking should help generate an additional £285,000 a year. Other measures include charging blue badge holders, being stricter on excess charge notices, removing beach hut owners' discount, and enlarging one of the Woodbridge car parks.

### **5. Planning Appeal**

An independent planning inspector has backed SCDC's decision to take enforcement action to stop Melton's nine-bedroom mansion St Audry's House being used for self-catering holiday accommodation. The building formed part of the old St Audry's hospital and planning permission was granted for it to be used as a family home, which it was from 1999 to 2007. The current owner, has marketed it for holidays (without planning permission) and there have been many complaints about noise and general disturbance. The appeal against the enforcement notice, that required that holiday lettings to stop, was made by Prestige Holiday Lettings, who operate a number of similar properties, on the grounds that its use as a holiday let was not a change of use. This claim was refuted by the Inspector, establishing an important ruling on such properties. This ruling is now subject to a Judicial Review on behalf of the owners.