

Minutes of the Annual Kettleburgh Parish Council Meeting held on Wednesday 18 May 2011

Present: Cllrs. J Bater, D Bell, T Chase, R Durbin, D Germain, D Harris (chair), T Jessop, A Wheeler-Rowe.
The Parish Clerk was in attendance. Five members of the public were present. The Chairman welcomed everyone to the meeting which began at 7:15p.m in Open Session. There were no issues raised, Open Session was closed and the meeting began.

ACTION

1. **ELECTION OF CHAIRMAN AND VICE CHAIRMAN:** There were two nominations for Chairman: Cllr Harris and Cllr Jessop. Each was given the opportunity to give a statement of intent for their position as Chairman. It was agreed that although it could prove difficult for new Councillors to elect a Chairman, there had been the opportunity at previous meetings to see both candidates in action. A vote was taken and with the present Chairman using his casting vote, Cllr Harris was elected as Chairman. There were no further nominations for Vice Chairman, and Cllr Jessop agreed to stand.

2. **THE DECLARATION OF ACCEPTANCE OF OFFICE was completed and signed by the Chairman.**

3. **It was confirmed that all Councillors have signed their DECLARATION OF ACCEPTANCE OF OFFICE.** The Clerk will return completed 'Register of Interests' forms and 'Declaration of Election Expenses' forms to the Monitoring Officer at SCDC.

JC

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

5. **APOLOGIES FOR ABSENCE:** There were none.

6. **MINUTES** of the meeting held on 16 March were approved and signed.

7. **PLANNING DECISIONS FROM SCDC:**

C/10/3168: Part rear garden of Maple House - Erection of single storey dwelling with garage.

APPROVED with conditions.

C/11/0140: 7 Church Road – Erection of first floor side extension. APPROVED

C/11/0308: Upperfield House, Easton Green – Installation of a ground mounted photovoltaic system. APPROVED

C/11/0432: Easton Green Cottage – Erection of two storey side and single storey side & rear extension. APPROVED

8. **BROADBAND IN SUFFOLK**

Mr Rob Booth was invited to give his report from the broadband conference he attended on behalf of the Parish Council: this conference was organised by Mr Peter Aldous, MP for Waveney and was also attended by Ed Vaisey, the Culture Secretary and Dr Dan Poulter, our MP. Background information to national broadband coverage is that targets have not been met; they have now been lengthened to becoming 'best in Europe' by 2015. National funding of £800million has been allocated, with £50million to be spent this year. The current local situation is that some rural parts of the county receive the poorest broadband signal nationwide, with great impact on many businesses which are run from home in Suffolk. It was noted that speeds vary considerably during the day, with after school times highlighted as extremely poor. There is a target to achieve 20 Megabits per second (Mbit/s) in 80% of our region, and 10-20 Mbit/s in the remaining areas. A total of £40million (matched funding) has been allocated to be spent over the next four years. Key suppliers will pitch for money, including 'Broadband UK', a company that already has four projects running. The current situation in Framlingham is that 'ADSL max' is used: this has a speed of up to 8 Mbit/s. Progress to installing 'ADSL 2+' should show an increase to a 24 Mbit/s service, but there would still be the same deterioration with distance from the exchange. The use of fibre optic cable to the cabinet (such as the one at the end of Church Road), rather than copper, would improve speeds, but there are no present plans for this. There is a need to lobby for a better service, to show that there is a demand. The current bid, which is to work with a big provider (e.g., BT), includes using fibre to the cabinet and to individual premises. It would be more viable with government funding. The Chairman thanked Mr Booth for attending the conference and reporting to the meeting. It was agreed that Cllr Wheeler-Rowe would organise a working party, with Cllr Bell and Mr Booth, and would report to the Parish Council meeting on 13 July.

AWR

9. **LOCALISM**

Cllr Jessop produced a report on this topic which is attached to these minutes.

10. ANGLIAN WATER UPDATE

The Clerk summarized a letter from Hugh Crerand, Collections Manager at AW. The measures taken to reduce overflows from Kettleburgh Pumping Station have been successful to date. AW has identified the Brandeston catchment as the principal source of excess surface water ingress and will take measures to improve the situation there. Representatives from AW plan to attend the Annual Parish Meeting at Brandeston and to inform all Brandeston residents of their proposals, which include conducting a ditch survey in the village. With regard to Kettleburgh, we will continue to monitor the situation and expect to receive updates on progress from Mr Crerand.

11. TRAFFIC CALMING MEASURES

Cllr Durbin reported that two issues remained to be resolved:

- He was awaiting a response from Luke Barber at SCC Highways with regard to moving the 'Kettleburgh' sign on the Easton Road to a spot adjacent to the gateway near The Chequers. It appears that there will be a cost involved in the placing of a new village name sign. Cllr Durbin will also make enquiries about the completion of that gateway, by providing the other half of the gateway on the Chequers' side of the road.
- The Chairman had obtained a quote of £500 from a local tradesman for the installation of a third gateway on the Framlingham Road. It was pointed out that a road licence was necessary for carrying out work on the highway, but Cllr Chase would be able to facilitate this. It was suggested that SCC Highways should be asked for funding; if this were not forthcoming, we would then send them our own proposal.

As there had been no recent speed checks using SID by SCC Highways, Cllr Durbin had contacted Suffolk Police, who will carry out their own check on 26 May.

RD

12. VILLAGE GREEN

a) Transfer of licence – land behind 7 Church Road: the Clerk produced the Licence for signing. It will be returned to Marshall Hatchick for safekeeping with other Parish Council documents and a copy sent to Mrs Reed.

b) Vehicular Access to 11 Church Road: the delay in bringing this matter to a conclusion has been due to the requirement from Land Registry to see a copy of the resolution that states that the Clerk has the authority to sign documents, including a Deed of Easement. The resolution was duly made that: **the Parish Clerk, Mrs Jackie Clark, has the authority to sign Parish Council documents, including a Deed of Easement.** The Clerk will convey this resolution to Marshall Hatchick, solicitors.

c) Provision of lease to KGT. For the benefit of new councillors, the Chairman summarized the background to this matter. Three years ago it was agreed by Kettleburgh Parish Council and Kettleburgh Green Trust that KGT should have a long lease, granted by KPC. Lawyers were instructed to act for both parties, on the understanding that no cost should be borne by the Parish Council. Countless delays have been caused by the solicitors for Natural England, the body that granted funds for the purchase of the Green. The latest delay centres around the need to clarify upon what terms the Green should revert to the ownership of the Parish Council.

JC

13. COMMUNITY EVENTS

First Friday of each month - Coffee morning

Mondays at 10:00a.m Keep Fit sessions

11 June – Kettleburgh Fete: Councillors will deliver an information pack along with the latest newsletter.

8 July – Meet Dan Poulter event

14. FINANCE

a) The Accounts for the year ended 31 March 2011 were received and approved. The Clerk will convey the Council's thanks to our internal examiner, Mrs Persephone Booth.

b) The Financial Statement was received and approved

c) Invoices for payment were approved and signed.

d) The Annual Return Statements of Assurance were completed and signed.

e) This item was covered under 12b).

JC

15. CLERKS REPORT

a) The Clerk will write to Mrs Neilson and Mr Garland to thank them for their time and services as Councillors.

b) Bus Shelter: Mr Andrew Berry has been appointed to clean the bus shelter four times a year, at a payment of £15 per quarter.

c) Questionnaire: Following a communication from Suffolk ACRE, the matter of a final report from the

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Parish Questionnaire was raised. Although the minutes of the Annual Parish Meeting present a summary of the Questionnaire, it was agreed that a review and maybe a more formal report was required. Cllr Wheeler-Rowe agreed to lead this matter. The Clerk will circulate the summary from the APM of 2010.

AWR

- d) Paper Bank.** Although SCDC are no longer providing the paper bank collecting service, it is hoped that the Village Hall will continue to receive money from this service, by liaising directly with the operators.
- e) Village Hall Information Point.** The Clerk suggested that a small rack should be provided for the Village Hall to display leaflets and notices of general interest to the public. If the Village Hall management committee is in agreement to this, Cllr Jessop offered to provide one.
- f) Meeting dates for 2011-12:**
 - 13 July
 - 14 September
 - 9 November
 - 11 January
 - 14 March
 - 9 May (Annual Parish Meeting)
 - 16 May (Annual Parish Council Meeting)

16. CORRESPONDENCE

All correspondence was circulated amongst Councillors

17. A.O.B:

- Cllr Bell requested that emails be restricted to single replies unless a 'reply to all' was necessary.
- Cllr Wheeler-Rowe agreed to water the newly planted tree opposite his house which was planted for the village by Cllr Chase

AWR

18. DATE OF NEXT MEETING:

Wednesday 13 July at 7:15p.m (*agenda items by 1 July please*)

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

Briefing Note on the Localism Bill

This Bill was introduced to Parliament on the 13th December 2010 (it received its second reading on the 17th January 2011) and the Government expect it to become law and be enacted in April 2012. *[Further detail of how provisions of the Bill would be applied remains to be clarified in secondary legislation and orders].*

The Rt Hon Greg Clark MP, Minister of State for Decentralisation, Department for Communities and Local Government, is responsible for steering the Bill through parliament.

The Key Points of the Bill are:

- Government's aim is to shift power from central government back to individuals, communities and councils
- Local people shall have the power to approve or veto excessive council tax rises via a local referendum
- Local councils, voluntary and community groups, social enterprises and local authority employees that deliver a service shall have the right to challenge a local authority by expressing an interest in running any service for which they are responsible
- Communities shall be able to develop a bid and raise capital to buy a local community asset when it comes on the open market
- People, councillors and councils shall have the power to instigate a local referendum on any local issue
- Local authorities and certain local councils shall have a general power of competence enabling them to do anything apart from that which is specifically prohibited
- Councillors shall be able to campaign, express views on issues and to vote on those matters without fear of being unjustly accused of having a closed mind on a particular issue
- The Standards Board regime shall be abolished with the introduction of a new duty on local authorities to promote and maintain high standards of conduct including the provision for the adoption of a voluntary code of conduct
- The Community Infrastructure Levy shall change requiring some of these funds to be passed to neighbourhoods where the development has taken place
- Local councils shall have a new right to shape their local area through neighbourhood plans which shall enable communities to permit development (in full or in outline) without the need for planning applications
- Communities shall have the power to take forward development in their area without the need to apply for planning permission subject to meeting certain safeguards and securing 50% support (or is it 75%?) of the community through a referendum

Key points of the Essential Guide

The guide describes six essential actions to deliver decentralisation down through every level of government to every citizen:

- 1. Lift the burden of bureaucracy**
by removing the cost and control of red tape and regulation that restricts local action
- 2. Empower communities to do things their way**
by creating rights for people to get involved with and direct the development of their communities
- 3. Increase local control of public finance**
so that more decisions over how public money is spent and raised can be taken within communities

4. Diversify the supply of public services

by ending public sector monopolies, ensuring a level playing field for all suppliers, giving people more choice and a better standard of service

5. Open up government to public scrutiny

by releasing government information into the public domain so that people can know how their money is spent, how it is used and to what effect

6. Strengthen accountability to local people

by giving every citizen the power to change services provided to them through participation, choice or the ballot. **The five core themes of this Bill are:**

1. Community empowerment

1.1. Right to veto excessive council tax rises

1.2. Community right to challenge

1.3. Community right to buy

This is designed to ensure that community organisations shall have a fair chance to bid to take over assets and facilities that are important to them (by being given extra time to prepare such a bid) when such important local amenities and buildings, such as the village pub come up for sale.

1.4. Local referendums

These together with changes to pre-determination rules could pose important questions for infrastructure as organised communities may mobilise to oppose certain types of developments, such as renewable energy and new roads, even in advance of any specific project proposals. There is an apparent lack of safeguards to balance such local populism against potential 'larger than local' or even national interests.

2. Decentralising and strengthening local democracy

2.1. General power of competence (for councils)

This, together with other Localism provisions, could enable councils to promote or develop infrastructure in a more creative manner.

2.2. Local authority governance

2.3. Directly elected mayors

2.4. Predetermination

2.5. Standards board

2.6. Pay accountability

2.7. Scrapping bin taxes

Reform of the planning system

'Community Led Planning' includes:

- *Parish plans (helps with community planning, locality funding and affordable housing but does not land or determine planning applications)*
- *Village/Market Town Statements (that identify the characteristics of a place to guide development design but does not formally determine design constraints or standards)*
- *Market Town health Checks (identify environmental, social, and economic strengths and weaknesses and promote an action plan to tackle issues but has no formal status)*
- *The New Neighbourhood Plan and Neighbourhood Development Order (enables parishes to zone land and authorise development but is costly and complex)*

2.8. Abolition of regional strategies

This has required SCDC to produce a Reviewed Core Strategy (RCS) which is expected to replace the 'Interim Core Strategy' in June or July this year. The Localism Bill expects such local authority core strategies to be 'in place' by April 2012, SCDC expect theirs to be adopted following the Planning inspectors report in September this year.

2.9. Community infrastructure levy

2.10. Local plan reform

2.11. Neighbourhood planning

A 'Neighbourhood (Development) Plan' can only propose more development, not less, than that shown in the Local Development Framework, they are not a tool to avoid development.

2.12. Community right to build

This does not require a 'Neighbourhood Plan' to be in place, it relates to a single site and enables site designation and planning approval.

2.13. Duty to co-operate

This refers to co-operation between planning authorities. There is, currently, a lack of clarity on when they must co-operate, on what issues and how effective collaboration will be facilitated or monitored. It has been suggested that the Duty would mostly entail responding to requests for information and comments (which is neither very strategic nor pro-active).

2.14. Pre-application consultation

2.15. Enforcement

2.16. Nationally significant infrastructure projects (abolition of the IPC)

3. Social housing reform

3.1. Social housing allocations reform

3.2. Reform of homelessness legislation

3.3. Social housing tenure reform

3.4. Reform of council housing finance

3.5. National homeswap scheme

3.6. Reform of social housing regulation

3.7. Facilitating moves out of the social rented sector

3.8. Home information packs

4. London

OK then, four core themes that affect us!

[The Institution of Civil Engineers has had one meeting with Greg Clark, with another planned, to discuss aspects of the Bill that have the potential to impact on infrastructure delivery. For example 'larger than local' infrastructure projects that sit between neighbourhood and national level could be hampered by the 'duty to cooperate' (cooperation between local authorities).]

TE Jessop

[Main text is taken from NALC documents; *italicised* text is taken from other sources (e.g. ICE, SCDC, SALC)]