

Minutes of Kettleburgh Annual Parish Council Meeting
held on Wednesday 21st May 2014

Present: Cllrs J Bater, D Bell, T Chase, H Finbow, D Harris (chairman), and T Jessop. Minute numbers and Actions
Attending: SCDC Cllr B Snell, 6 members of the public and the Clerk.
The Chairman welcomed everyone to the meeting which began at 7:30pm.

1. Election of Chairman and Vice-chairman K20140152
Cllr Harris was re-elected as Chairman and Cllr Jessop as Vice-Chairman.

2. Declaration of Acceptance of Office was duly signed and witnessed. K20140162

3. Members' declarations of interests: none. K20140172

4. Apologies for Absence: Cllrs P Bishopp, D Germain and SCDC Cllr Bellfield. K20140182

5. Minutes of the meetings held on 29th January and 10th February 2014 were approved and signed. K20140192

6. Reports from the County and District Councillors and Suffolk Police K2014020

SCC Councillor Peter Bellfield:

Cllr Bellfield had notified the Clerk that there was nothing to add to his report to the Annual Parish Meeting held on 7th May 2014.

SCDC Councillor Bob Snell:

Cllr Snell summarised the report he had sent for the Annual Parish Meeting. He added that 32% of all waste collected in Suffolk is food waste. K2014021

Questions:

1) How many houses were to be built (re item 2 of his report)? Plans are for 2,000 at Adastral Park and 1,600 on the Felixstowe peninsula.

2) What specific effect will being subsumed into the Framlingham Ward have on Kettleburgh Parish? Minimal, just having a ward Cllr from Framlingham Ward who may be town minded.

3) Would it be possible to fund the proposed defibrillator for the village from the Community Enabling Budget? Cllr Snell will let Cllr Harris know.

4) There appears to be a Housing Association property in the village being used as a holiday home, the tenants do not live there. Cllr Snell assured the meeting that this should not happen and promised to look into it. In response to a subsequent question Cllr Snell gave the planning definition of Affordable Housing as housing that is specifically subsidised in some way but mentioned that it often includes low price starter homes.

5) How many houses are planned in Framlingham? In excess of 500, with a suggested doubling of the population. The only way to preserve what is generally regarded as a very nice small market town would be a massive objection.

PCSO Christian Hassler: K2014022

The annual police report had been dealt with at the Annual Parish Meeting.

7. Planning: K2014023

It was noted that DC/13/2835/FUL & DC/13/3070/LBC (Barn conversion to single dwelling with carport, Kettleburgh Hall) had been withdrawn and DC/14/0035/DRC (Details of replacement windows for Renovation and conversion of barn to holiday let/annexe for C10/1789, Kettleburgh Hall) had been permitted.

8. Quiet Lanes: K2014024

A discussion about the suggestion from Framlingham residents that the Parish Council support implementation of the above scheme in the area of narrow country lanes that Rectory Road leads to expressed differing opinions: -

- There are rules already in place
- There is already an excess of road signs
- Signs alone will make no difference to road users behaviour
- The roads are dangerous for walkers because traffic does speed
- Any scheme to make increase safety should be used

The Council resolved to express an interest in the pilot scheme and ask for the results when the pilot is completed.

Clerk

9. A defibrillator in the phone box? K2014025

Following the discussion at the Annual Parish Meeting it was agreed that the phone box would be the best place for a device.

It was reported that there is good evidence that defibrillators in public places significantly reduce mortality.

Cllr Finbow presented copies of an East of England Ambulance Service (EEAS) fact sheet to Cllrs (copy filed with minutes) and reported that her EEAS contact was very supportive; the EEAS would train (free of charge) a few parishioners to use the device; and that 999 operators would instruct anyone calling where to find it, how to get in and how to use it. It would need an electrical supply with estimated costs of £60/year because the cabinet is heated so the device does not freeze. The British Heart Foundation will grant half of the costs.

There was public support. The possibility of vandalism was considered unlikely. It was agreed that everybody in the village would be given the access code. The Council resolved to go ahead with research and implementation.

The Chairman thanked Cllr Finbow for her research efforts.

Requests for funding from Cllr Bellfield's Locality budget or Cllr Snell's Community Enabling budget will be considered.

Cllrs Harris and Finbow will finalise a plan and inform the Council.

DH, HF

10. Village Hall Kitchen Facilities: K2014026

It was suggested that the current kitchen facilities limit the use of the hall and add significant difficulties for those organising village events there. It was mentioned that there are grants available to fund improvements.

The Chairman acknowledged that the Council have no control over the hall and can only express an opinion.

Discussion presented various points against the improvements:

- The hall is not used enough to warrant the improvement
- The improvement won't increase hall usage

Chairman's initial: _____

- The hall itself is not of sufficient quality to receive a modern kitchen
- There are disadvantages in continuing to amend older buildings

The suggestion of demolishing the current kitchen and building an extension with a new kitchen and a small meeting room was dismissed as only a small insufficient area of the land around the hall belongs to it.

Jackie Clerk (JC), secretary to the Village Hall Management Committee (VHMC), was asked if it could be discussed at the next VHMC meeting and confirmed that, after checking the rules to see that it was appropriate, she would add it to the agenda. JC pointed out that the VHMC have very recently become a charity and that a small meeting would soon be held to consider the implications. The Council requested feedback from that meeting.

JC

JC

The Chairman asked that it should be pointed out at VHMC meetings that a significant majority at the recent Annual Parish Meeting were in favour of improving the kitchen facilities and that the Parish Council have discussed the issue.

The subject should be reviewed at the next Annual Parish Meeting.

Clerk

11. Easton Grange:

K2014027

The planning condition change application (DC/14/0137/VOC, dealt with at a special meeting on 10th February 2014 - K2014018) had resulted in the venue being granted 24 nights each year on which they are allowed to let events run until 2am.

It was noted that there was no extension on licensing granted and that the main concern was noise, both from events and from those leaving them.

The sound system within the venue should be silenced automatically when doors or windows open (this is a condition on the original planning permission).

It was suggested that noise issues from the venue should be raised with the Kerrs (land owners), in the first instance, and only if nothing is done reported to SCDC.

The Clerk pointed out that complaints sent to SCSC should include precise information on the time and nature of noise disturbances and mentioned that SCDC Cllr Snell had said there were no complaints received “under the existing hours regime”.

Cllr Snell said that unresolved problems should be reported to SCDC Environmental Protection team, who will measure the noise level (above the ambient) of serious incidents although due to the timing of late night events it is difficult for them. He also pointed out that the number of complaints received is relevant.

12. How the Village Fete proceeds are shared:

K2014028

As was discussed at the Annual Parish Meeting, a 3 way split of proceeds would benefit the village green. The majority of parishioners are in favour of a single committee representing all of the village groups.

The green is the most used village asset but does not charge. The PCC pay a Parish Share over and above their fundraising needs. The Village Hall charge for use of their facilities. All 3 fundraise and need to cover maintenance costs.

It was suggested that if events were for all committees and income was shared, we would have better events with more effective fundraising.

If the KGT do not maintain the Green to a suitable standard, the lease terms say that the Parish Council (PC) can take over the Green, which would give three choices: to raise the precept to cover the costs; to fund raise; or to allow the green to go to ruin.

There was significant support for the PC running the Green, possibly having a Green fundraising sub-committee, although it was pointed out that the Green was setup to be self-financing.

Chairman's initial: _____

The Kettleburgh Green Trust are currently looking into cutting costs by maintaining the Green to a lesser standard than previously.
A new member of the parish admitted that he had been confused as to where was best to volunteer some of his time.
It was suggested that committees or parishioners could be polled for their opinion but decided that unless the leaders of the committees want to merge no scheme will work.
The Chairman will write to the three organisations to ask them to convene meetings to discuss merging or joint working.

DH

13. Finance

K2014029

- a) The Financial Statement was approved.
- b) The payments required were approved and initialled.
- c) The Annual Accounts were approved and signed.
- d) The Annual Return Accounting Statements were approved and signed.
- e) The Annual Return Governance Statement questions were answered and signed.

14. AOB

The fallen tree on the road into Framlingham was discussed. The Clerk was asked to remind highways that it has been left since the St Jude storm in October 2013.

K2014030
Clerk

The gateway on the northern side of the Easton Road is overgrown. It was agreed that it would be the responsibility of the landowners and Jackie Clark would raise the issue with them.

K2014031
JC

15. Date of Next Meetings: The next Parish Council Meeting will be held on Wednesday 13th August 2014 at 7:30pm

K2014032

16. Close Meeting: The meeting closed at 9:34pm

Chairman's signature to indicate Council approval: _____

Dated: _____

Chairman's initial: _____