

**Minutes of the Kettleburgh Parish Council Meeting**  
**held on Thursday 25<sup>th</sup> February 2016**

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| Present: Cllrs J Bater, D Brooks, T Chase, R Edmondson, H Finbow, T Jessop (chairman) and J Moorhouse.<br>Attending: 2 members of the public and the Clerk.<br>The Chairman welcomed everyone to the meeting which began at 7:30pm. The meeting was opened in Open Session and no points were raised. The meeting then continued in Closed Session.  | Minute numbers and Actions |
| <b>1. Members' declarations of interests:</b> None.  | K2016001                   |
| <b>2. Apologies for Absence:</b> None.   | K2016002                   |
| <b>3. Minutes</b> of the scheduled meeting held on 12 <sup>th</sup> November 2015 were approved and signed.  | K2016003                   |
| <b>4. Reports from the County and District Councillors and Suffolk Police</b>  |                            |
| <b>Suffolk Coastal District Council:</b><br>Cllr Jessop read the following points from an email from SCDC Cllr Rous: <ul style="list-style-type: none"><li>• Devolution: The debate / discussion continues regarding a district level tie up / merger with Waveney District Council, which would involve the possibility of the formation of 'East Suffolk District Council' (TBD) and greater cost savings. At County level, there remains ongoing discussions and consultations around a Norfolk / Suffolk or even a Norfolk / Suffolk / Cambridgeshire partnership which is still in the initial stages of discussion.</li><li>• Council tax raise: 1.99% increase from this year. First raise in council tax in 5 years.</li><li>• New offices: SCDC move into their new offices (East Suffolk House) in September 2016 which will effectively be cost neutral based on the savings and sale of current offices.</li></ul> | K2016004                   |
| <b>Suffolk Police:</b><br>Cllr Jessop read an email from PCSO Hassler explaining that police would no longer attend Parish Council meetings in Suffolk and Clerks could look up reported crimes on " <a href="http://www.police.uk/#search">http://www.police.uk/#search</a> ".  | K2016005                   |
| <b>5. Planning: DC/16/0489/PNH - Single storey rear extension - 8 Church Road</b><br>Cllr Jessop noted that this application is for a permitted development not requiring formal permission from the Planning Authority. SCDC will contact direct neighbours to the property but town and parish councils are not consulted.   | K2016006                   |
| <b>6. HM The Queen's 90th Birthday Celebrations:</b><br>Cllr Jessop explained that there were not enough parishioners present to make a valid decision and suggested a parish meeting, noting that the Village Hall Management Committee have asked if the Parish Council is able to make some funds available for the celebration.  | K2016007                   |

The Fete Committee have made no decision on this matter pending the decision from this meeting but had noted that this celebration may reduce the fundraising ability of the fete.

After much discussion it was generally felt that an event on the Sunday may be better and agreed that Cllr Jessop would invite representatives of the village organisations to a meeting to decide upon the celebration.

### **7. Defibrillator:**

K2016008

Cllr Finbow handed out a sheet detailing the final costs for the project, explaining that the British Heart Foundation offer to assist with capital costs had had to be withdrawn due to the number of organisations taking up the offer. Cllr Bellfield has been unwell recently and no news had yet been forthcoming on his offer of funding. It was agreed that the council will be able to fund the remaining capital costs.

The next steps were agreed to be:

- Confirm the funding available from Cllr Bellfield's Locality Budget HF
- Officially consult with the Village Hall Management Committee regarding mounting of the defibrillator and electricity supply reimbursement HF
- Purchase of the defibrillator (etc.) and subsequent arrangements HF

Cllr Jessop suggested a telephone line installed next to the defibrillator would be useful and agreed to investigate that possibility.

TJ

Cllr Edmondson suggested that signs should be posted throughout the village directing towards the defibrillator. There was general agreement of the sense of this suggestion.

### **8. Proposed erection of A1 sized noticeboard on village green:**

K2016009

Cllr Finbow explained the plans for the noticeboard, which will be used for explanations of KGT funding, funding plaques (display required by those who have granted funds) and advertising KGT events.

There were no objections to the plan so Cllr Jessop gave the council's permission.

### **9. Village Green dog poo bag request:**

K2016010

Cllr Finbow explained that the KGT have investigated provision of bags but found it prohibitively expensive as bag dispensers would cost £200 each and three would be required.

Cllr Jessop asked if the current bins for disposal were there and in good condition, as well as being emptied regularly. Cllr Finbow confirmed they are and noted that there are now posters on the green following a competition amongst village children.

### **10. Finance:**

K2016011

a) The Financial Statement was approved. Once this was agreed funding regarding item 6 was agreed up to £700, if necessary.

b) The payments schedule was approved and authorised.

c) Cllr Jessop explained that electors have the right to challenge council expenditure and the council would then need to pay auditors fees. After discussion it was resolved to allow the default action of opting in to the SAA scheme.

**11. AOB:**

Cllr Bater had been approached about the legality of fireworks after midnight on the night of the New Years Eve celebrations. The Clerk was asked to investigate the rules and circulate them to Cllrs. K2016012  
Clerk

Cllr Chase stated that there are grants available from SCDC for litter picking equipment to be used within the parish. The Clerk agreed to apply for funds and Cllr Chase agreed to organise the litter pick event. K2016013  
Clerk

The Clerk noted that the deadline for ordering a Commonwealth Flag to be used for Commonwealth Day celebrations had been missed and that unless instructed otherwise a flag would be purchased the following year. K2016014  
Clerk

**12. Date of Next Meeting:** The next scheduled meeting will the Annual Parish Council meeting be on 12<sup>th</sup> May 2016. K2016015

**13. Close Meeting:** The meeting closed at 8:45pm K2016016

**Chairman's signature to indicate Council approval:** \_\_\_\_\_

**Dated:** \_\_\_\_\_