

## **Minutes of Kettleburgh Parish Council Meeting held on Tuesday 8 March 2005**

**Present:** Cllrs J Bater, R Booth, T Butcher, T Chase, P Norman (Chair), D Pike, E Sargeantson, J Clark (Parish Clerk) in attendance.  
Three parishioners present.

The Meeting began at 19:15 in open session. Open session was closed and the Council meeting began.

**1. Declarations of Interest:** There were no Declarations of Interest arising.

**2. Apologies for absence:** Cllr. S Scott

### **3. Minutes of Previous Meetings**

Minutes of meeting held on 11 January were unanimously approved and signed.

### **4. Village Green**

A resolution was passed to appoint two councillors to sign the documentation for the purchase arrangements of the Village Green. It was agreed that the two signators would be Paul Norman and Trevor Butcher.\*

The Chairman reported that all the necessary documents are in place and that funds for the purchase are lodged with the solicitors. There are no title issues on the land offered. A trust will be set up to maintain the Green, but funding for this is not yet in place. A plan for maintenance must be finalised before funding will be released. There are at present six members of the trust, but this number may vary. Several village events are planned to raise funds for the project. The Chairman congratulated Mrs Gwenda Weeks for her hard work and dedication on behalf of the Village Green Committee.

### **5. Working Parties – Reports**

#### **a) Communications**

Cllr Booth reported that the offer of training to build a village website would not be needed.

#### **b) Village Green Sub-committee**

See item 4.

#### **c) Footpaths/bridleways**

No report

#### **d) Parish Meeting speakers**

Cllr Butcher has obtained an information pack from Annette Gray about the formation of a Parish Plan. This is to be circulated amongst councillors. A special meeting will be arranged, outside of a Council meeting. The chairman suggested that the Village Green Committee might provide a speaker for the Annual Parish Meeting in May.

#### **e) Community**

Resiting of village post box: The clerk is waiting for confirmation of ownership of land before asking the Post Office to move the box.

Resiting of Parish notice board: Cllr. Bater will attend to this soon.

Emergency Planning Seminar: this event was cancelled due to weather conditions.

#### **f) Police Liaison**

Speeding vehicles: The clerk is awaiting a reply to her letter and Cllr Scott's accompanying map to the Chief Constable. Cllr Chase has made inquiries to Terry Marsh about hiring a speed camera.

#### **g) Management of the Pound**

Copies of the management plan were distributed to councillors. The chairman reported that Mr Harris was pleased to see a copy of this plan. His offer to trim the hedges of the Pound and to pollard the willow at a cost of £30 was gratefully received. The Clerk is to write a letter of thanks to Mr Harris.

#### **h) Trees**

No report.

### **6. Kettleburgh Tithe Map**

The clerk is awaiting a reply from Mr Moss who has the map in his safekeeping at present. If the Parish Council were to take possession of the map the question of security will arise. It was suggested that it might be lent to the Village for display on a Village Green day. The clerk is to monitor developments and report back to Council.

## 7. Finance

a) The financial statement for the end of February was received and unanimously approved. Cllr Butcher raised the question of £300 that was pledged to the Village Green fund. The pledge would be honoured. Cllr Chase suggested that the money remaining in the Locality Budget could be spent on hiring a speed camera.

b) Invoices for payment: These were approved and signed.

## 7. Correspondence and Clerk's Report

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|--|--|
| a) Customer Service Direct – new Access Centre in Stowmarket                               |  |
| b) ODPM: Freedom of Info. Act/Citizen Engagement & Public services                         |  |
| c) Disability Advice Service   |  |
| d) <u>Suffolk Accident Rescue Service</u> – request for financial support                  | d) not supported   |
| e) <u>Survey of Allotments</u> – report from Cllr Pike                                     | e) to be returned  |
| f) Clean Neighbourhoods & Environment Bill – Outline of measures                           |  |
| g) SCC update from Peter Howard – January/February   |  |
| h) <u>SC Services: Tree risk survey service</u>  | h) to be filed   |
| i) Suffolk Preservation Society: draft of Regional Spatial Strategy                        |  |
| J) EADT: wildflower Awards 2005  |  |
| k) onesuffolk community portal: request for locality budget funding & reply from PH        |  |
| l) Suffolk ACRE newsletter   |  |
| m) <u>Framlingham Sports Club</u> : confirmation of agreement for additional funding       | m) Clerk to ascertain origin of extra funding  |
| n) Calor Suffolk Village of the Year entry form  |  |
| o) SWT: Taking Action for Wildlife info. sheet   |  |
| p) Register of Electors: from 1 Dec. 2004  |  |
| q) Standards Board: <u>A code for the future – copies for councillors</u>                  |  |
| r) <u>Framlingham &amp; Dist. Dev.Trust: continued membership/subscription of £20.</u>     | r) Agreed to pay subscription of £20   |
| s) <u>SCC – offer of bus shelter</u>   | s) accept offer of bus shelter, suggesting position on grass verge by Suffolk Heritage Housing |
| t) Litter pick information   |  |
| u) <u>SALC briefing paper on East of England plan consultation – distributed to Cllrs.</u> |  |

## 9. Questions to Chairman

Cllr Chase asked if the land surface and parking area outside the Village Hall could be improved. Cllr Bater reminded the Council that the land is owned by Mr Hill. As chairman of the Hall Committee, Cllr Bater will deal with this request.

## 10. Planning

### Planning Decisions:

**C04/2205** Internal & external alterations to existing single-storey rear extension, including installation of new doors & windows, re-arrangement of internal partition walls, renewal of existing flat roof, Little Manor. **APPROVED**

**C04/2341** Change of use from agricultural land to residential curtilage, Street Farm. **REFUSED**

### Planning Applications:

**C05/0243** Erection of 6 cottage style dwellings, Land between Sandpit Cottage and No 1 Constable Court The Street. Three letters of objection from parishioners were read. Concern was expressed by Councillors over inadequate parking, roof height, proximity to the road and the increase from four to six dwellings. **NOT SUPPORTED**

**C05/0306** - Erection of replacement building for use as plant room & sun room, adjacent to swimming pool, erection of walls and change of use of office to annex accommodation, Hill Farm Framlingham Road. **APPROVED**

**11. Date of next meeting:** Tuesday 10 May 2005 at 19:15 in the Village Hall: **Annual Parish Meeting**, followed by the **Annual Meeting of the Parish Council**.

**12.** The meeting closed at 20:47

\* After the Meeting, Trevor Butcher identified a possible conflict of interest in being a signator. Accordingly the Chairman agreed that John Bater should be the second signator.