

Minutes of Kettleburgh Parish Council Meeting held on Wednesday 14 November 2007

Present: Cllrs J Bater, T Chase, R Durbin, P Garland, D Harris, T Jessop (chair), V Neilson, G Weeks. The Parish Clerk was in attendance. One parishioner and Cllr Peter Bellfield were present.

The Meeting began at 7:15pm in **Open Session**. The Chairman welcomed the public and our County Councillor, and asked for his report.

Cllr Bellfield's Report: As chairman of the SCC Budget Scrutiny Committee, whilst not influencing policy, he is able to work towards an alteration of emphasis; for instance, last year more money was allocated to finance school music. In this year's budget there will be cost increases of £25,000,000 and therefore a need for savings of £16,000,000 to balance the budget. This will be achieved, amongst other things, by the following measures: care in the home will be means tested (in line with most other councils); there is a possibility that over 16's will have to pay on school buses. The government has indicated that over the next three years it will give an average increase in grant of 1%. At the first meeting of the Policy Development Panel on HGVs, the discussion covered: how to discourage their use on unsuitable roads; studying the issuing of operators' licences; the increasing problem of storage siting for empty containers and the parking of HGVs. SCC has decided to go for waste incineration to generate energy, but this scheme will not be in operation for several years. Cllr Bellfield finished by wishing all present a very Happy Christmas.

Open session was closed and the meeting began.

- 1. DECLARATIONS OF INTEREST:** Following guidance from the Monitoring Officer at SCDC Cllrs Jessop, Harris and Weeks declared a personal interest in item 4b.
- 2. APOLOGIES FOR ABSENCE:** PC Trudie Beckwith (Safer Neighbourhoods Team representative), District Councillor Bob Snell.
- 3. MINUTES of the meeting held on 12 September were approved and signed.**

4. VILLAGE GREEN

a) **Report from Kettleburgh Green Trust:** Cllr Harris had nothing new to report, other than that Susie Harris has donated a doggie bin. The application for Playspace funding is held up pending SCDC Planning Control approval of the change of position of the play area.

b) **Land Registry Rectification of Title no SK296751:** the Chairman outlined the background to this matter (see note following these minutes). The chairman also noted that in speaking to the Land Registry regarding the basis on which such notifications could be sent out the response was that this could be by various ways, depending on the individual case, including site measurements, land survey or title deeds. The note cites the specific reason in this case. A debate followed during which the consequences of conceding or opposing the claim to title were considered. Councillors were informed that our solicitors were acting pro bono on this matter. With the overwhelming opinion that the issue must be resolved and taking into consideration that the Council is acting on behalf of the village, the following resolution was proposed:

This Council wishes to object to Land Registry in regard to blue marked land on title no: SK 296751. (This is the land registered to Kettleburgh Parish Council under title number SK 263330 and claimed as title number SK 296751.)

The resolution was carried by seven votes to one. The Clerk will reply to Land Registry informing them of the Council's decision.

c) **Vehicular Access from Church Road:** Following the Clerk and Chairman's meeting with Mr Glason, we are in the process of obtaining a draft document to present to Mr Glason, drawn up by Mr Margason of Cross Ram, solicitors, to give us a right of access over Mr Glason's 'ransom strip'. The preferred option is for a 'permanent right of way' agreement. The Clerk will write to Mr Margason with this request. On the advice of Mr Margason, the Clerk will also ascertain from SCC Highways the extent of the roadway owned by them in the vicinity of the entrance to the Village Green.

ACTION

JC

5. WORKING PARTY REPORTS

Trees: Cllr Chase has applied for a plan for this year's tree planting. He will inform the Clerk when he receives it from SCDC. There will be a minimal cost involved. (At this point, Cllr Chase made his excuses and left the meeting.)

TC

Emergency Planning: Cllr Bater gave details of restrictions in place following the latest avian flu outbreak. He noted that there is at present no idea of the origin of this outbreak. Kettleburgh lies within the outer restrictive zone, meaning that all poultry should be kept away from wild birds. Information is available on the Parish Council website and updates can be found on the DEFRA website. The Clerk will use the next newsletter to request details of villagers owning poultry so that information can be efficiently disseminated. Cllr Bater added that a list of those villagers owning generators could also be produced in this way.

JC

Environment: Nothing to report.

Community:

Village Events - Cllr Weeks reported on the Harvest Festival Service and Supper. The church was full, with an excellent speaker from 'Tools with a Mission'. The Harvest Supper was well attended and enjoyed by all. Although not able to attend the churchyard clear up, she wished it well.

Welcome Booklet – the draft of this leaflet had been distributed to Councillors for comment. It was unanimously agreed to be an excellent publication; the Clerk will pass details of minor amendments to Cllr Weeks. The Welcome Booklet will then be distributed to all villagers with the next newsletter. The Clerk will reassign delivery areas to give a fairer allocation to all Councillors.

JC

Kettleburgh Café – current accounts and review of the November Café follow these minutes. Cllr Weeks is mindful of recent comments about the accumulation of funds from this venture. After trying unsuccessfully to bank the money with village organisations, she has taken the decision that in future no funds will accumulate and that money remaining at the end of a Café will be donated to charity.

Mobile Post Office – Although the establishment of a mobile Post Office at Kettleburgh Café is not possible, Kettleburgh does have a 'home service' in place. By prior arrangement, the postmistress from Aldeburgh will visit on Tuesdays and Thursdays to deliver Post Office services directly to homes in the village.

Footpaths: Cllr Neilson is waiting to hear from SCC regarding the replacing of the footway in the Street alongside the Village Sign. She is dealing with a query from a parishioner about the footpath to Kettleburgh Hall from Mill Lane, which is at present impassable. The Clerk informed the meeting that this path is usually sprayed off at a later date.

Parish Views: Cllr Garland's report follows these minutes. Action related to the report: the Clerk will investigate the possibility of obtaining a larger Post Box for the village; Cllr Garland will construct a population profile of the village; the Clerk will invite local organisations to report to and/or attend Parish Council meetings; Councillor surgeries will take place at Kettleburgh Café.

PG
JC
ALL

Planning and Development: the Chairman attended an excellent course run by the Suffolk Preservation Society. Its key message was that Parish Councils must become involved in the Local Development Framework, by making comments on the plan whilst in the consultation stage; it will be from this document that planning policy decisions are formulated.

Police Liaison and Traffic Calming: the traffic calming measures on the bend of the Brandeston to Easton Road are now complete: the proposed rough bands before the 'SLOW' road markings will not be installed, as they are not suitable for the surface of 'C' class roads. SCC Highways are reluctant to proceed with any traffic calming measures in middle of The Street, as there have been no reported accidents and no perceived major hazard. It is therefore important to note and report any incidents that occur.

6. FINANCE

a) **Internal Audit Review Procedures:** Cllr Harris explained that as a small organisation, with transparent accounting procedures and an existing internal examination process, the Parish Council is fulfilling its requirement.

b) **Budget Proposals for 2008/09:** the budget proposal was considered briefly, but it was agreed that a separate meeting should be called to give more time to its discussion. The Clerk will find a suitable date and arrange this meeting.

JC

c) **The Financial Statement for the end of October was received and approved**

d) **Invoices for payment were approved** and cheques were signed.

7. CLERK'S REPORT:

a) **Reinstatement of the verge outside Pinewood Cottage:** The Clerk has been in contact with Mr Hill at Pinewood Cottage: although he is not expecting SCC Highways to reseed or turf the bank until the Spring, Cllr Bellfield will pursue this matter at County level.

b) **Quality Parish Status:** with regard to the criteria concerning 'Communication' the Clerk will prepare a synopsis of Parish Council meetings to be published in the East Anglian Daily Times. A discussion about the format of the Parish Council newsletter was deferred to the meeting in January.

JC

8. CORRESPONDENCE

All correspondence circulated amongst Councillors

9. **PLANNING APPLICATIONS:** there were none.

10. QUESTIONS TO CHAIRMAN:

a) Cllr Harris reported that following lengthy communication with SCC Highways, the drainage problem in Mill Lane will be rectified by the installation of two new drains

b) Cllr Neilson introduced the 'Countryside Access Community Scheme' to Councillors. She will investigate this matter further and report at the meeting in January.

VN

c) Cllr Bater expressed concern that some dog owners do not keep their dogs on leads when using footpaths in the vicinity of Church Farm. The Clerk will include guidelines from the countryside Code in the next newsletter.

JC

11. DATE OF NEXT MEETING:

Wednesday 16 January 2008 at 7:15p.m. *Agenda items by 21 December please.*
Date of Budget meeting to be circulated when agreed.

12. The meeting closed at 9:40p.m

Note to item 4b: prepared by Cllr Jessop - 12 November 2007

Claim to Land Registry to register land under Title Number SK2967511:

Kettleburgh Parish Council are to decide whether or not to object to this claim at their meeting on the 10 November 2007.

An extension of one month for the response to the Land Registry was requested so that due consideration could be given to this claim and this was granted (a response is now required by the 19 November 2007).

The area of interest to Kettleburgh Parish Council is coloured blue on the plan previously circulated.

Cross Ram & Co. were asked by Trevor Jessop on what basis the Land Registry would accept such a claim and circulate it to those affected. Their response was that the Land Registry would carry out research of their own records etc.

Subsequently in a letter from Cross Ram & Co. to KPC dated the 9th November 2007 in response to a letter regarding a number of issues (including this one) they state, "I can only advise that you immediately object on the grounds that you have a perfectly good registered title yourselves and would only concede if it could be shown that he (Mr Glason) had a better title - for which you would require evidence".

I have today (Monday 12th November) spoken to the Land Registry to clarify on what basis they can send out such a claim. Their response was that, according to their lawyers, they are satisfied that that title exists for such a claim (however we are of course at liberty to object).

I suggest the discussion on this issue is conducted as a debate and would remind councillors of our Standing Orders in regard to the 'Rules of Debate'.

Agenda item 5: Kettleburgh Café – prepared by Cllr Weeks

Another great attendance—greatly supported by Kettleburgh, Brandeston & Easton. Wilda displayed photos of past Kettleburgh Fetes, fresh bread was delivered by Pat Peck, local honey by Alan & Bel Pearce and Best Farm had Lamb & Beef products with recipes. Chocolicious UK displayed their Belgian chocolates and offered samples to taste. Fresh cakes and sausage rolls were baked by local residents.

The Chairman of the Village Hall Committee took the opportunity to explain why the Committee wished to charge for the hall from 2008 and those attending had their say. It was an ideal forum for people to exchange their views and hopefully this will continue.

The next coffee morning on 7th December will have a Christmas theme and we hope to have mulled wine and mince pies. Historical information of past Produce Shows in Kettleburgh will be shown by Wilda along with views of Best Farm's sheep in the surrounding parishes.

KETTLEBURGH CAFE CASH FLOW

	2007						
	1ST June	6TH July	3RD August	7TH September	5TH October	2ND November	7TH December
Summary							
Opening cash in hand	£0.00	£20.70	£47.70	£101.20	£157.95	£206.61	£271.01
Total donations	£20.70	£27.00	£53.50	£56.75	£162.00	£70.19	
Total expenditures	£0.00	£0.00	£0.00	£0.00	£113.34	£5.79	
Net cash flow	£20.70	£27.00	£53.50	£56.75	£48.66	£64.40	
Ending balance	£20.70	£47.70	£101.20	£157.95	£206.61	£271.01	

Income

Donations coffee & cakes						£65.69	
Other income							
Grants							
Chocolicious commission						£4.50	

Expenditures

Newsletter							
Fuel							
Milk					£1.34	£1.45	
Bread						£4.34	
Utilities							
Telephone							
Postage							
Stationery							
MacMillan					£112.00	£0.00	

Agenda item 5: Parish Views prepared by Cllr Garland - Summary to 14/11/07

To date feedback has been typically related to immediate/short term topics and not highlighted longer-term issues that might be perceived to be important in the medium to longer term (5-10 years). Whilst this has not driven the process forward it clearly indicates that there is a need for more searching questions and stimulation of debate to bring parishioners views to the fore.

Views about the village hall regarding refurbishment needs both internally and externally along with provision of better furniture and completion of kitchen refurbishment have been passed to the Village Hall committee. The decor/maintenance issues are part of ongoing discussions and the committee is working towards making the necessary improvements. The request for better furniture has been noted. All of these have been discussed at the last VH meeting.

The comments about a safety gate at the end of the path from the Village Green to The Street as well as the suggestions for provision of movable goal posts for football and rounders posts have been forwarded to the Village Green Committee. These have been added to the agenda of the next committee meeting, as yet no feedback.

The need for a larger post box was passed onto the Parish Council. The Clerk will investigate.

Nov 2nd Coffee morning: Tried new information collection approach, not particularly successful. Positive attitudes to Kettleburgh: Good Pub (2), Always someone to help, Safe, Community spirit, Rural, Good postman, Good bus service, tranquil, Annual fete.

Meeting to discuss alternative methods with Jackie Clark 30/10/07:

1 .Web site, not able to establish notice board for comments but shall include information and ask site visitors to e-mail comments to the parish clerk. Action JC

2. Collate population information to establish an accurate population map for the village - will have to limit to electoral roll level of detail at this stage. Action PWG

3. To meet Quality Council Criteria the holding of regular surgeries for parishioners is an advantage, suggest that all Councillors, in rotation, attend village events and make themselves available to discuss parishioners' views. Encourage discussion on the SCDC 7 priorities since these are likely to have an effect on the village in the future either directly i.e. development or indirectly i.e. channelling of resources to other areas.

4. Further comments/views Gwenda Weeks:

a) Extend invitation to all groups within the village to have their views/needs/plans heard at PC meetings. *"I believe that a route through the groups in Kettleburgh could help get some different parish views as they are linked to different groups of people."* This would help gain views of a wider population since different groups might have different opinions/needs.

b) Further suggestions were discussed via e-mail and these will be introduced as separate topics in the future.

No contributions have been made by other councillors.