

Minutes of Kettleburgh Parish Council Meeting held on Wednesday 12 March 2008

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. Four parishioners, Cllr Peter Bellfield and Cllr Bob Snell were present. The Meeting began at 7:20pm in **Open Session**. The Chairman welcomed the public and our County and District Councillors and asked for their reports.

Cllr Bellfield's report: Budget – as a result of the larger than expected Central Government grant, there will be no reduction in the free school bus service presently in operation. Extensive press coverage of the appointment of a new Chief Executive to Suffolk County Council has highlighted the sizeable salary offered: as a four star Council, SCC needs to maintain its position and even though it may only exist in its present format for two more years, there is much work to be done in that time. Local Government reorganisation – the terms of reference have now been set for the Boundary Committee: there will be three stages of consultation with a timescale running through to the end of 2008. Parish Councils will be consulted at stages two and three, in the summer and autumn. Suffolk Association of Local Councils will give a view and more information may be obtained from them. The recommendations of the Boundary Committee will be considered early in 2009, with plans for the new administration to take over in May 2010. The result will be some form of unitary council.

Cllr Snell's report: Local reorganisation – in a continued drive to share expertise, Chief Executive Stephen Baker will now divide his time equally between Suffolk Coastal and Waveney District Councils. British Energy is proposing Sizewell for the next generation of Nuclear Energy production: there will be two plants on the site, both larger than the existing. Council tax is set to rise by 3.9%. The government grant of 2.8% will result in a shortfall which will be exacerbated by the new scheme for free transport across counties for over 60s. Planning issues – consultations were not sought for the changes in size of the turbines at Parham Wind Farm: these are now taking place. At a recent Development Control meeting, lawful use was conceded for storage facilities on a part of the Debach airfield site, but storage will be prohibited on the land which has not been identified as permissible. It is not clear whether this will affect the number of HGVs which use the roads in the vicinity.

The Chairman asked for any questions or further comments. A parishioner, Mr Comer, asked about the final salary pension schemes for District and County employees: employees' contributions will be raised from 5% to 6%, and the employer's contribution will remain at 23%. Cllr Durbin commented on the low funding from Central Government to East Anglia: he was informed that Suffolk actually receives the smallest share of this funding. Cllr Harris asked whether District and County Councillors concurred with his sense of a predetermination of issues by Central Government, the response being that much of policy is determined by unelected bodies at Westminster, leaving little room for democratic responses or considerations. The proposals for Unitary Councils are likely to exacerbate this situation, moving elected members further away from the electorate.

Open Session was closed and the meeting began.

ACTION

1. **DECLARATIONS OF INTEREST:** There were none.
2. **APOLOGIES FOR ABSENCE:** There were none.
3. **MINUTES of the meetings held on 16 January and 12 February were approved and signed.**
4. **PLANNING:** No decisions yet received from SCDC.

5. **VILLAGE GREEN:**

a) Report from Mr Robert Marzetti (Kettleburgh Green Trust), read out by the Clerk.

Various activities are being organised to raise funds for the maintenance of The Green. Arrangements are well under way and include an Open Gardens Day which will take place on 22nd June, a musical afternoon entitled "Music at The Mill" by kind permission of Mr and Mrs Harris on 6th July and a Hog Roast to be held on The Green on 14th September. The Lottery Club, organised by Gwenda Weeks, has been reasonably well supported so far with over 70 tickets sold. It is anticipated that the video of The Green will soon be available. In the meantime written consents are being obtained from parents of children that appear in the film; this is a requirement under Child Protection legislation. Proceeds from the sale of the video will also go to the Maintenance Fund.

b) Provision of lease to KGT. This matter is being dealt with by KGT. When a document is drawn up, it will be presented to the Council for discussion.

TJ, DH

c) Letter from Mr Glason. A letter was read out which commented on a report in the February newsletter which set out the facts surrounding the re-registration of land adjacent to the Village Green. In the minutes of the meeting held on 16 January, it was stated that the Parish Council would withdraw from the Land Registry objection, provided an assurance was given that fencing and hedging could stay in place. This statement was in fact not needed, as Mr Glason had already written to the Council with this assurance in a letter dated 4 October 2007. The Clerk will reply to Mr Glason's letter and at his request include a relevant extract from these minutes in the next newsletter.

JC

6. COUNCILLOR RESPONSIBILITIES:

Emergency Planning: Cllr Bater was pleased to report that there have been no emergencies in Kettleburgh.

The Pound: An estimate for an embossed steel sign for the gate of the Pound is to be obtained from Mary Moore. The work will be completed providing that it is within budget.

JB

Environment: No report

Community: Cllr Weeks reported that the last two Kettleburgh Cafés have been well attended. Bel Pearce has made new tablecloths and provides table decorations at each event. Contributions to the Café have enabled the £15 hire fee to be paid. Wilda continues to provide historical interest with her displays. It is hoped that the requests made by the Café and KGT to the Village Hall Committee to upgrade and improve the equipment and cleanliness of the hall will be considered important so that the hall can continue to support village events. The Fete will now be held on 14 June. Val Compton and Pat Bishop have asked for support for this event. Their contact numbers are in the Parish Magazine. Proceeds will be shared between the Village Hall and St Andrew's Church. Other community events dates:

31 March - Annual Parochial Church Council Meeting. 7:30p.m

4 April - Kettleburgh Café and first lottery draw organised by KGT

8 April - Village Hall AGM. 7:30p.m

Footpaths: In response to enquiries by the Clerk, SCC is not prepared to erect a gate or barrier at the roadside of the Village Green footpath in The Street. The reasons given are twofold: a gate may not be placed across a footpath; there is insufficient room for a barrier. As Councillors still expressed concern over the issue of child safety, the Clerk will write to SCC, expressing this concern and asking if SCC will take responsibility for any accidents that may occur at this location. Cllr Neilson reported that the Countryside Access Scheme is experiencing a delay in getting started because of budgetary restrictions.

JC

Parish Views: Cllr Garland expressed dismay at the overturned decision regarding the Good Neighbour Scheme, made in his absence at the meeting on 12 February. He highlighted the difficulties involved in producing a questionnaire on multiple issues and reminded Councillors that the efforts to establish a Parish Plan were not successful. Improvements in communication with villagers have been made with the regular distribution of a newsletter and the Parish Council website. In a full discussion the following points were raised:

- it was agreed that the Council needs to find out the concerns of villagers
- what do villagers expect of the Parish Council
- a questionnaire on further ways of communication may be useful
- we could approach the Chairmen of Committees in the village
- we could take time to knock on doors and talk to people.

It was agreed that the Annual Parish Meeting should be a focus for gathering information and views.

Planning and Development: The Chairman has written to the public utilities requesting information on their perceived future capabilities for the provision of services in Kettleburgh. Replies from Essex and Suffolk Water and EDF only suggested: "we will keep up with demand" as an answer to the question posed. He is waiting for responses from BT and SCDC.

Police Liaison: Cllr Durbin has been in contact with Kevin Mann at Suffolk Police regarding the visits of the mobile police van to Kettleburgh. It has been possible to change the day to a Friday, but at present only two of the dates will coincide with Kettleburgh Café. The Clerk will advertise the dates on the website. As yet there has been no response from Easton with regard to the possibility of linking to join the Speedwatch campaign. Following the sighting of a "Keep SID Happy" car, Cllr Durbin will investigate whether we can make use of the Speed Indicator Device in the village.

JC

RD

Trees: Cllr Chase presented an information pack on the Parish Tree Scheme to the meeting. The scheme has been formally running since 1990, but records show a tree warden in Kettleburgh dating back to 1982. Cllr Chase has been our warden since 1995. He is currently compiling a definitive map of trees planted with the aid of the scheme, and also plans to identify historic trees in the Parish. Mrs Chase is the coordinator for the part completed Kettleburgh Hedgerow survey. Over the last fifteen years Cllr Chase has propagated trees of various native species on his land at Home Farm and would be pleased to show them to anyone who is interested. It was agreed that in future years the Parish Tree Scheme would be advertised in good time for the current year's allocation, in order to allow all those interested to suggest sites for planting. The Clerk will add this item to the agenda for the meeting each July and advertise the scheme on the website and in the newsletter. In order to remain within budget, once the Parish Council has agreed a provisional scheme, an end cost should be requested from SCDC. The three-year scheme, explained in the minutes of the meeting in January, has in fact been accelerated by private planting.

JC

7. ANNUAL PARISH MEETING:

This year the meeting will be separate from the Annual Parish Council Meeting and will be held on 14 May at 7:30p.m. The Clerk produced a list of local organisations which will be invited to report. They will also be encouraged to provide a display showing their activities. County and District Councillors and Suffolk Police will also be invited to report. Refreshments will be provided from 7:00p.m. Individual invitations will be delivered with the next newsletter and villagers will be invited to submit a question for consideration or a topic for discussion. Tickets will be distributed for a free prize draw. Councillors were reminded that

this would not be a Council Meeting although the Chairman may set the agenda. In order to inform those villagers who were not present, the newsletter which follows the Annual Parish Meeting will provide a full report of the meeting.

(At this point, Cllr Chase made his excuses and left the meeting.)

8. POWER TO RAISE BYE-LAWS:

Although the Parish Council has the power to raise a bye-law, it was agreed that the cost and policing of such a measure would not be a practical way of solving a problem. With relation to the issue of dog fouling, the whole of the Suffolk Coastal area is already a prohibited zone. It was noted that the present occurrences of dog fouling are a repetition of instances in the past. Suffolk Coastal Services have posted warning notices around the village, but attempts have been made to remove them. The Chairman has made more robust fixings for them, in the hope that they will not be tampered with again. It was suggested that a dog bin should be provided in The Street, but no decision was taken on this matter.

9. FINANCE:

- a) **The Financial Statement for the end of February 2008 was received and approved.**
- b) **Invoices for payment were approved and signed.**
- c) **The external auditor appointed for the next five years is BDO Stoy Hayward LLP.**

10. CLERKS REPORT:

a) New residents' welcome. It was agreed that Councillors would take responsibility for welcoming new residents to the village. They will use their delivery area for newsletters as their allocation. The Clerk will provide a Welcome Pack for delivery and will circulate the delivery area information to all Councillors so that everyone is aware of who delivers where. JC

b) Potholes in The Street. After repeated requests for repair, SCC Highways has only responded that the potholes will be repaired when the road surface is dressed later this year. Cllr Bellfield has agreed to contact Highways and request some more immediate action, as the potholes are a danger to pedestrians, cyclists and motorists.

c) Litter. It was agreed that individual efforts to remove litter from the roadside should continue, rather than contacting Suffolk Coastal Services for a Litter Pick Pack.

d) The Clerk offered to coordinate dates for village events, so that clashes of dates could be avoided. She will advertise this facility in the newsletter, the Parish Magazine and on the website. JC

e) Dates for Council Meetings for the next year 2008 -09: 2 July, 10 September, 12 November, 14 January, 18 March, 20 May. Annual Parish Meeting – 13 May 2009

11. CORRESPONDENCE:

All correspondence was circulated amongst Councillors.

12. ACTIONS AND ISSUES REGISTERS:

The Chairman provided proforma documents for an Actions and an Issues Register. He will update them from last May and in future the Clerk will circulate them with the draft minutes. They will form an agenda item. TJ, JC

13. QUESTIONS TO CHAIRMAN

Cllr Neilson asked for any news on the Fish and Chip van: the Clerk is waiting to hear from Sam, whose van is being refurbished.

Cllr Garland asked if the SCDC planning consultation document was to be discussed at this meeting: the documents had been circulated and it was clear from them that the area under present consultation is not in this vicinity. It was noted that we must be vigilant when further consultation documents are sent out, to ensure that we comment fully on those which affect us.

14. ANNUAL REVIEW OF CLERK'S PAY AND CONDITIONS

Members of the public were requested to leave and the Clerk left the room. In her absence, it was agreed unanimously that she should progress to SCP 20, this information to be attached to her contract of employment.

15. DATE OF ANNUAL MEETING:

Wednesday 21 May 2008 at 7:15p.m. *Agenda items by 10 May please.*

16. The meeting closed at 9:35p.m