

# MINUTES OF MEETING OF PETTAUGH PARISH COUNCIL HELD

**9<sup>th</sup> SEPTEMBER 2014 IN ST CATHERINE'S CHURCH AT 6.30 p.m.**

Those present: Councillor Belinda Bulsing (Chairman), Councillor Andy Corrigan, Councillor Michael Hook (Vice-Chairman), Councillor Stephen Rowe and Councillor Gordon Janson. Mrs Margaret Marlow was Acting Clerk. One parishioner was also present. County Councillor Matthew Hicks also attended for part of the meeting.

- 1. Welcome by the Chairman.** The Chairman welcomed Cllr Hicks to the meeting and thanked him for making his time available.
- 2. Apologies for Absence.** There were no apologies all Councillors being present.
- 3. To receive Declarations of Interest.** An interest in item 11 was declared by Cllr Bulsing and Cllr Janson.
- 4. To approve the Minutes of Parish Council Meeting of the 19<sup>th</sup> May 2014.** Councillors voted to approve the minutes. This was proposed Cllr Hook, seconded by Cllr Rowe and agreed. The minutes were accepted and signed as a true record.
- 5. Matters arising from the Minutes.** There were no matters arising from the minutes.
- 6. Discussion and Update on the present position regarding 'Speed-activated Flashing Signs'.** Cllr Hicks had attended to update the Parish Council on the progress of the 'flashing signs' initiative. Cllr Hicks had been in contact with Josh White (Highways), who said the initiative had run into problems. The contractors Serco and Keir were concerned about Health and Safety issues and liability aspects, if responsibility for movement of signs devolves down to parishioners. Because the ability of parishioners to move the signs was an important part of the initiative, this was proving a major problem. Cllr Graham Newman and Cllr Mary Evans are hoping to resolve this matter shortly. Josh White has said that one site, on Ipswich Way, is the only site at the present that can be considered. Cllr Hicks said that Crowfield Parish Council was also thinking of a VAS sign, and asked if Pettaugh would consider sharing with it. Cllr Hicks will be in contact next week with a decision, but in the meantime he will send the link for viewing the designs of various signs. He will also raise the matter of traffic enforcement with Tim Passmore (Suffolk Police and Crime Commissioner). Cllr Passmore agreed at a previous meeting to ensure that Pettaugh had more frequent visible traffic enforcement measures. Councillors agreed to stay positive. The Chairman thanked Cllr Hicks who left the meeting.

**PUBLIC FORUM:** No comments were made from the floor.

- 7. To approve and accept the new (June 2014) Suffolk Local Code of Conduct.** SALC has asked all councils to adopt a new Suffolk Code of Conduct. This is in line with a new national code of conduct. The Councillors had all been given a copy of the code prior to the meeting. A resolution was proposed.  
Resolution: The Parish Council agree to adopt the new Suffolk Local Code of Conduct. This was proposed by Cllr Janson, seconded by Cllr Bulsing, and agreed by all Councillors. The question of Dispensations pertaining to the new code will be discussed at the next meeting.
- 8. To review, discuss and adopt the new NALC Model Standing Orders.** Councillors discussed the new NALC Standing Orders. They felt more time was needed to review these orders and which exceptions and amendments may be appropriate, before they were adopted by the Council. This will be done at the next meeting.

**9. To review and discuss the Parish Council's additional standing orders on Policies and Procedures and consider any necessary amendments.** As this item is linked to the previous item it was deferred to the next meeting.

**10. To receive a report by the Acting Clerk and discuss and minute as necessary.** The Acting Clerk reviewed the correspondence over the past three months. The Parish Council had learnt that the planning application for the Mendlesham Biomass burner had been withdrawn, the developers citing insufficient remaining time before funding changes for these to be considered. A letter had been received from a parishioner living on the A1120 past Town House Corner, expressing concern at the traffic speed on that part of the road. A reply had been sent. The Parish Council had written to MSDC Licensing Team expressing the concerns of parishioners about a new Premises License Application for Stonham Barns. The planning hearing for this has been deferred to the 3<sup>rd</sup> October. The Auditors BDO had contacted the Acting Clerk for further details on the audit return.

**i) To authorise any necessary cheque payments.** The Councillors had a copy of the statement of accounts which showed a balance of £5,603.39 in the current account. Of this balance £2,288.54 was allocated funds for Village Traffic Safety. Councillors were asked to authorise the direct debit payment to ICO for the Data Protection Renewal, and cheque no. 100336 to St Catherine's PCC for use of the church on 9/9/2014.

**11. To discuss a request from St Catherine's Parochial Church Council for additional financial support towards Church maintenance.** Cllr Bulsing left the room at this point and Cllr Hook (Vice Chairman) led the discussion. A letter had been received from the PCC with a request for additional funds. The PCC has needed to purchase a new mower for use in the Churchyard as the old mower dated from 1989 and had developed major mechanical and structural faults which were beyond repair. This had prevented regular mowing and the churchyard had become untidy. A good second-hand mower had been purchased locally at a cost of £500.00. The councillors considered the request. Cllr Bulsing prior to the meeting had contacted SALC who had stated that any payment would be covered under Section 214(6) of the LGA which states "*a burial authority may contribute towards any expenses incurred by any other person in providing or maintaining a cemetery in which the inhabitants of the authority's area may be buried*". Cllr Hook said the churchyard was the only public open place within the village. Cllr Corrigan felt it was important that the churchyard was kept neat and tidy. There had been problems with maintenance over the past few months and he noted that this had been commented on. Cllr Corrigan proposed and Cllr Hook seconded that the Parish Council will pay the £500.00. This was agreed and authorised by all present. Cllr Bulsing rejoined the meeting.

**12. To discuss local footpath use by parishioners.** It had been brought to the attention of Councillors that notices had been placed on some local footpaths warning walkers to keep to the footpaths, as there may be shooting of vermin in the vicinity. It was also noted that dog fouling had become more evident. Cllr Corrigan felt that the wording of the signs, as displayed, were not in the interests of good public relations. Should the Parish Council consider contacting the Helmingham Estate who owned the land? It was agreed the Acting Clerk would contact the Footpaths Officer for guidance. A notice would be placed on the board reminding dog walkers in the parish of their responsibilities regarding dog fouling and asking them to use the dog litter bins.

**13. To record correspondence received.**

The list of correspondence was received for the record.

Letter 23<sup>rd</sup> May to Treasurer St Catherine's PCC with cheque for church use 19/5/2014. Acknowledgement received..

Letter 23<sup>rd</sup> May to SALC with payment for internal audit.

Letter 23<sup>rd</sup> May to MSDC with payment for Dog Bin Emptying.

Letter received from a parishioner on Framsdon Road, re 'Traffic on the A1120'. Reply sent 30<sup>th</sup> May.

Letter 17<sup>th</sup> June from MSDC Communities Section with information.

Letter from MSDC 16<sup>th</sup> June acknowledging receipt of Register of Members Interests.

Letter 24<sup>th</sup> June from Chief Executive, MSDC re 'Lights out' initiative on 4<sup>th</sup> August.

Notification of A1120 road closure 19/8/2014 for 3 days.

Letter 4<sup>th</sup> August to MSDC Licensing Team re Premises Licence for Stonham Barns. Replies received 15/8/14; 1/9/14; 4/9/14.

Notification from ICO re Data Protection Renewal.

July and August reports for Thredling Division from Councillor Hicks.

Additional e-mails include weekly planning lists, and Rural Services Network bulletins.

**14. Any Other Business.** A parishioner had complained to Cllr Janson about the commercial advertising and all the additional advertising at the T-junction of the A1120 and the C477 to Debenham. It was considered to be an eyesore. As most of this was on the fencing and verge around the property of the shop, Cllr Janson would talk to the shop owner and seek her views.

**15. Date of next meeting.** The next meeting will be held on Monday 3<sup>rd</sup> November 2014 at 6.30 p.m. in the Church.

The meeting closed at 8.20 p.m.