

MINUTES OF THE ANNUAL MEETING OF PETTAUGH PARISH COUNCIL HELD 19th MAY 2015 IN ST CATHERINE'S CHURCH AT 6.30 p.m.

Those present: Councillor Belinda Bulsing (Chairman), Councillor Andy Corrigan, Councillor Gordon Janson, Councillor Malcolm Owers and Councillor Stephen Rowe. Mrs Margaret Marlow was Acting Clerk. Five parishioners were also present.

- 1. Welcome by the Outgoing Chairman.** The Chairman welcomed Parishioners to the meeting, and thanked them for their support in attending.
- 2. All Councillors to sign their Declaration of Acceptance of Office.** This being the first meeting following local elections, all Councillors were required to sign their Declaration of Acceptance of Office.
- 3. To Elect a Chairman and Vice-Chairman.** This being the Annual meeting the Chairman stood down, and asked for nominations for the position of Chairman for the coming year. Cllr Corrigan was proposed for the position by Cllr Janson and seconded by Cllr Bulsing, and unanimously agreed by Councillors. Cllr Corrigan accepted the position. Cllr Janson was nominated for the position of Vice-Chairman, proposed by Cllr Bulsing, seconded by Cllr Owers and agreed by Councillors. Cllr Janson accepted the position.
- 4. For Chairman and Vice-Chairman to make and sign their Declaration of Acceptance of Office.** Cllr Corrigan and Cllr Janson signed the Declarations of Acceptance of Office as Chairman and Vice-Chairman.
- 5. Apologies for Absence.** There were no apologies for absence, all councillors being present.
- 6. To receive Declarations of interest.** Cllr Janson wished it known in relation to item 10 that he was a member of St Catherine's Parochial Church Council.
- 7. To approve the Minutes of Parish Council Meeting – 28th April 2015.** All Councillors voted to approve the minutes, proposed by Cllr Janson, seconded by Cllr Bulsing. The minutes were accepted and signed as a true record.
- 8. Matters arising from the Minutes.** Referring to item 9, Cllr Owers considered that the cost of the VAS sign was expensive. It was explained that the previous council had considered all options and costs of the various signs approved by SCC Highways and the one chosen was the most suitable. It was also noted that the previous Council had approved and set aside sufficient funds to cover the cost of the VAS sign. The cost of the pole and erecting the pole to carry the sign had been covered by a grant from County Councillor Matthew Hicks.
- 9. To hear Parish Council report on the past year.** A comprehensive report was presented by Cllr Bulsing the outgoing Chairman on the work of the Parish Council over the past year. Cllr Bulsing briefly outlined the main points of the report. The Parish Council held five meetings during the past year. The Parish Council were informed that the proposed planning appeal against the rejection of the planning application for a proposed Biomass electricity generation plant at Mendlesham had been withdrawn. The Parish Council had also responded to a new Licence Application submitted by the owners of Stonham Barns. Stonham Aspal Parish Council had been active in objecting to certain aspects of the licence and Pettaugh Parish Council had raised concerns about noise levels, increased vehicular traffic and safety. The full report will be made widely available to parishioners. The Chairman thanked Cllr Bulsing for her report.

10. To hear a report from the Metcalf Education Foundation Representative. The Metcalf Education Foundation Representative (Mrs Ruth Crane) was unable to attend the meeting, but had provided a written report which will be filed with the minutes. Mrs Crane's report stated the so far this year there had been no applications for funding for the next academic year. Mrs Crane asked for the Parish Council's help in promoting the aims of the Metcalf Education Foundation and highlighting the closing date for applications this year which is the 31st July 2015. Cllr Corrigan volunteered to draft a 'flyer' which can be widely advertised and distributed to all homes in Pettaugh.

11. To hear report from St Catherine's Parochial Church Council. The Annual Parochial Church Council Report for St Catherine's Church for the year ending December 2014 was presented to the Parish Council. One of the Churchwardens highlighted aspects of the past year's work in the parish and the events that had taken place. Services had been held on a regular basis, with the first Sunday in the month being a rotating service with Helmingham, Framsdon and Winston. The service of evensong continued to be held on a regular basis on the third Saturday of the month. The most important event during 2014 had been a Benefice Centenary Event at the beginning of September to celebrate the Centenary of the Diocese of St Edmundsbury and Ipswich and also to commemorate the start of the First World War. A Flower Festival was held in St Catherine's which was very well supported. Much work had been undertaken in the Churchyard over the past year with tree pruning and also the repair-work on some graves. This work is all undertaken on a voluntary basis and the Parochial Church Council is indebted to those who undertake the work. The Churchwarden went on to thank the Parish Council for its donation of £500.00 for the purchase of a replacement second-hand mower for use in the Churchyard. A copy of the report will be appended to these minutes.

12. To hear a financial report by the Acting Clerk and to authorise cheque payments. (i) The completed internal audit which had been undertaken for the Parish Council by SALC was presented to Councillors. The report had been signed off by SALC without any comments or recommendations. Councillors were asked to accept the internal audit, prior to the submission to BDO of the completed audit return. It was proposed by Cllr Corrigan, seconded by Cllr Janson that the Internal Audit be accepted. This was agreed by all Councillors.

The Acting Clerk asked that Councillors propose another cheque signatory for the Parish Council following the retirement from the council of Mr Hook. It was agreed that Cllr Janson would become a signatory. The Acting Clerk reported that since the 1st April the Parish Council had received the first half of the precept payment (£875.00), and the LCTR grant which for this year is £39.67. Expenditure since the 1st April is £3,858.27. This included the payment of £3,450.00 for the VAS, plus additional insurance cover for the sign. Other expenditure payments included payment to MSDC for the dog bin emptying, and SALC for the internal audit. The total Parish Council balance at 19th May is £3,668.32. Councillors were asked to approve the cheque payments as detailed.

SALC – Internal Audit 2014/15 cheque no: 100349	}	100.80
SALC – 3 copies Good Councillor Guide cheque no: 100349	}	6.00
MSDC - Dog Bin emptying cheque no: 100350		108.00
St Catherine PCC - Church hire for 19/5/2015 cheque no: 100351		£15.00

13. To record correspondence received. There was no correspondence to report apart from the regular e-mails which include weekly planning lists, and Rural Services Network bulletins.

The meeting adjourned to take the PUBLIC FORUM.

A parishioner spoke about the positioning of the VAS sign. The parishioner was unhappy that approval had only been granted by Suffolk CC Highways for siting the sign in the one position on Ipswich Way. He considered that SCC Highways need to recognise the danger of accidents within the village on other roads

and urged the Parish Council to go back to SCC Highways and for other positions to be reconsidered. The Councillors all agreed with the views of the Parishioner and agreed to take this further with Highways. There had been another recent accident at the 'Stop' sign involving a large lorry and a transit van for which further details will be sought from the police who were in attendance. All present considered that the volume of traffic through the village was likely to increase with added danger to parishioners.

The meeting reopened.

14. Any other business. The Acting Clerk had received information from BT about the 'Adopt a Kiosk' scheme, and did the Parish Council wish to consider this. The Parish Council had previously tried to 'adopt' some seven years ago to no avail. It was agreed that the Clerk would make further enquiries.

Cllr Corrigan suggested that a village event be held in the autumn. This was considered to be an excellent suggestion.

Cllr Bulsing commented on how dirty most of the road signs were and poorly visible. Cllr Owers volunteered to undertake the cleaning of the signs wherever possible.

Cllr Corrigan spoke of the continuing issues with Broadband speed. He felt pressure should be put on Dr Dan Poulter to again highlight the issue with BT.

15. Date of the next meeting. The next Parish Council meeting will be on Tuesday 8th September at 6.30 p.m. 2015 in St Catherine's Church.

The meeting closed at 7.35 p.m.