



APPROVED MINUTES OF MEETING OF PETTISTREE PARISH COUNCIL

Thursday, 23 March 2023

- 1. Approved that David Harris be the Meeting Clerk** as per Local Government Act 1972 Section 112 (5)
Carried unanimously.
- 2. Present:** Cllrs Jones, Chilvers, Over, Clarke, Poulter (ESC) Simon Ashton (RFO)
- 3. Apologies and Approvals for absence:** Cllrs Hallett and Cook approved because of Covid and Cllr Hayward
- 4. It was agreed that Cllr Clarke should sign a declaration of acceptance for co-option.**
- 5. Public Attendance and Open Public Session:** Olivia Smith was in attendance.
- 6. Declarations of Interest in items on the agenda:** Nil
- 7. To receive any changes to Members' interests:** Nil
- 8. Report from Cllrs Carol Poulter** distributed before meeting. The meeting welcomed Carol Poulter's report. Cllr Poulter highlighted the re-introduction of the Katch bus service and suggested that COVID 19 had caused a major impact to its utilisation by the public. This service was cut but is being reintroduced with East Suffolk Council funding. She commented that many people had inquired about the loss in service. The £90,000 trial would welcome PPC support. Chair inquired whether it was like a dial a ride. Carol Poulter confirmed this and suggested that community support clearly existed. The plan was to have extra bus stops and to get more community input. Campse Ashe felt it was a disaster not to have the service to access the railway and community hubs.

The new East Suffolk District Council CEO, Chris Bally, had visited Wickham Market and seemed to be approachable and willing to meet local residents. The Government's May Budget pledged £200,000 for the George Hotel. Cllr Poulter met with Richard Cooper - Café owner on the A12 linked with traffic mitigation related to the EDF project.

The Chair highlighted her interaction with the East Suffolk Planning Alliance with Cllr Poulter noting that the CEO had replied to their letter to meet.

The Annual Parish Meeting was noted by the Chair for 20 April 2023. Cllr Poulter said she would be in purdah before the elections on 4 May.

9. Minutes of the Parish Council meeting of 31 January 2023: approved

10. Matters Arising from the Minutes

- 10.1 Election process: Cllr Hallett had met with ESC to check the nomination papers signed by council members who wanted to continue as parish councillors and a new candidate: Olivia Smith. Cllr Clarke reported that he would take his to the council offices before the deadline.
- 10.2 Gov.UK email address: deferred
- 10.3 Internet access for meetings: deferred

11. Finance

11.1	Bank Accounts balances To 28 February 2023	(£5,279.72 and 312,101 (Reserve account)	Approved
11.2	Receipts to 15 February 2023 Receipts to 27 February 2023	£700 SCC Locality Fund £1016.20 VAT refund for 2020/22	Approved
11.3	Authorisation of payments	SEJ Ashton staff salaries £165.46 (Feb 23) and £161.06 (Mar 23) Staff expenses: council meeting mileage £10.80 (31 Jan 23) Office expenses: WFH £26 (Feb 23) £26 (Mar 23) Stationery: Lever arch file £2.50 (11 Feb 23) Ream of paper (£1.58 (22 Feb 23) Susan P Jones: reimbursement for Epson projector £339.99 Parish magazine printing: £105 (Mar 23) SALC professional fee for payroll service £54 TOTAL: £892.39	Approved By Cllr SP Jones Cllr M Chilvers
11.4	AGAR Form 2 Completion (2022/23)		Approved
11.5	Review of Implementation of Internal Audit Recommendations (2021/22)		Approved
11.6	Internal Controls Review (2022/23)		Approved
11.7	Annual CIL Statement (2022/23)	Total CIL receipts for 2022/23 £11,721.64	Approved

- 11.8 Proposed change of bank: Cllr Chilvers had checked with Lloyds Bank that they would be willing to accept the Parish Council. **Councillors approved the change from Barclays.** Chair agreed to make the application.

12 Internal Audit Corrective Actions

12.1	The GDPR Statement 2023	Approved
12.2	Website Accessibility Statement 2023	Approved
12.3	Standing Orders 2023:	Approved
12.4	Risk Register 2023	Approved
12.5	Freedom of Information Publication Scheme 2023	Approved
12.6	Code of Conduct 2023	Approved

13 Planning Matters

13.1 Awaiting decision

DC/23/0630/VLA	Whitehouse Kennels, Variation of Legal Agreement
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Discussion on the merits of the application was broadly supportive.

13.2 Enforcement Matters

- AirManageSuffolk: The process continues as an appeal had been lodged against refusal to grant change of planning conditions.
- Chair said she had been notified by Chris Dawson that a retrospective planning application had been made for the 3 Tuns' new holiday lets. The original plan had been for a cookery school.

14 East Suffolk Planning Alliance: The Chair provided a report that stressed the co-operative nature of the group and the planned actions although it was hard to see where a clear direction could be worked through in the short term. The Alliance (ESPA) is asking ESDC to pause its existing Local Plan and enable better consultation with parish councils and local residents.

15 Annual Parish Meeting Agenda: Discussion would be focused on the priorities and the major considerations in terms of projects for the Parish and spending CIL monies.

16 Clerk duties post-election: Deferred to next meeting with plan to further advertise the position.

17 Roads

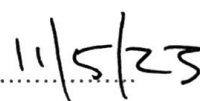
17.1 SID report: Cllr Clarke reported that speeding levels had been static although 44 mph in Presmere Rd had been recorded. We are averaging 100 vehicles per day moving through the village.

17.2 Quiet Lanes report: Cllr Clarke reported progress was being made on poles and signage. He would collect and install signage.

17.3 Safety signage and mirror for Stump St: Cllr Cook reported that the designated pole may be straightened, and a mirror should be purchased. The meeting agreed that a large mirror would be ideal.

18 Footpaths: no issues reported

- 19 **Defibrillator:** Cllr Cook reported he had written to the church wardens about siting the defibrillator on the Parish Room and received a positive response. A PCC meeting was to be held next week when it would be discussed. The unit would be sited on the end wall near the car park. **It was agreed the defibrillator would be bought asap** given that we had received a grant from County Councillor Alexander Nicoll's Locality Budget.
- 20 **Community Asset:** Approval for purchase of projector for village use. Discussion centred on its storage and it was agreed the Chair would approach the village hall.
- 21 **Additional matters for council consideration** None
- 22 **Dates of future meetings**
Thursday 20 April 2023 Annual Parish Meeting
11 May Annual Parish Council meeting (AGM)

Signed..........date..........
Chair, Susan P Jones