

# Pettistree Parish Council



Chair, Councillor Sue Jones  
Holmleigh  
The Street, PETTISTREE  
Suffolk IP13 0HU

Parish Clerk, Vacant  
[ckerk@pettistreesuffolk.org.uk](mailto:ckerk@pettistreesuffolk.org.uk)

## **APPROVED MINUTES OF THE ANNUAL MEETING OF PETTISTREE PARISH COUNCIL.** (Approved on 21.06.22) Held on 24<sup>th</sup> May 2022 at 1930 in the Parish Room

Councillors present: Jeff Hallett, Susan Jones Mary Chilvers, Chris Cook, Mike Watts

In attendance: County Councillor Alexander Nicoll, James Clarke (Highways Officer). Simon Ashton (RFO)

Apologies District Councillor Poulter (ESC meeting). Philip Westrope (health)

1. Election of Chair for 2022/23  
Sue Jones was proposed by J Hallett, seconded by C Cook and agreed unanimously.  
The Declaration of Acceptance of Office was signed.
2. Election of Vice Chair for 2022/23  
Jeff Hallett was proposed by C Cook, seconded by M Chilvers and agreed unanimously.  
The Declaration of Acceptance of Office was signed.
3. Proposal that Councillor Hallett be the Meeting Clerk as per Local Government Act 1972 Section 112 (5). This was agreed unanimously.
4. Present from the Council See above
5. Apologies for absence See above
6. Public Attendance and Open Public Session No members of the public were present.

### Report by County Councillor

Cllr Nicoll commented on the worrying state of world politics from the Russia/Ukraine War, the world energy crisis, and the legitimate public concerns about “Partygate” which despite the global issues still dominates our domestic politics. He explained his new position as Chair of the Suffolk Enhanced Partnership Board which is the core element of a new initiative to improve bus services across the county working with operators, district councils and user groups. He said that he would be pleased to consider a request from Pettistree PC of up to £1000 from his locality budget towards a new project of community benefit.

7. Declarations of Interest. None
8. Approval of Minutes of the Parish Council meeting of 24 March 2022  
These were approved unanimously and signed
9. Confirmation of Representatives
  - Highways Officer James Clarke
  - Safeguarding Officer Mary Chilvers
  - Tree Warden James Hayward
  - Footpath Warden Sue Tansley
  - Village Hall Committee Chris Cook
  - SALC Sue Jones
10. To receive any changes to Members' interests.  
No changes were declared. Councillors were reminded to review their entry on the ESC Register of Interests website
11. New Local Government Code (Annex1)  
The new Local Government Code of Conduct produced by the Local Government Association (LGA) was adopted unanimously.
12. Re-adoption of procedural Standing Orders (Annex 2)  
The model Standing Orders produced by NALC in 2018 were re-adopted unanimously
13. Parish Council Matters
  - 13.1 Insurance cover for marquee: RFO to report  
The RFO explained that the Village marquee would be covered by the PC's insurance policy when in use for Parish Council activities or by the recognised village organisations with input from the Parish Council. If the PC decided to allow it to be used for non-parish-council activity it would have to be covered by the insurance of the users unless approved by the insurers for the Parish Council.
  - 13.2 Adoption of Asset Register (Annex 3)  
This version of the Asset Register was discussed and some of the missing information was added. An updated version will be circulated once the existence of the item "Post and Rail Fence at Stump Street" has been verified. (Cllr Hallett suggested this might have been mis-described.)
14. Update on outstanding Council matters
  - 14.1 Broadband funding and installation:  
Cllr Hayward was not present to report on this.
  - 14.2 Parish Council Clerk vacancy:  
Cllr Hallett reported that there has been no applicant for the post. Cllr Jones will review the advertisement placement with SALC and others.
  - 14.3 Quiet Lane signage issue:  
James Clarke reported that signage of Walnuts Lane and Rogues Lane was not complete and some was not correctly placed. It had been delayed by time constraints of those organising it for the county. Cllr Nicoll offered to chase any underlying problems.
  - 14.4 Solar Farm Community Benefit Fund:  
Cllr Hallett and Cllr Jones both reported no further contacts from Carla Hardaker of BSR.

The Planning application is still listed as “awaiting decision”.

14.5 Boundary change:

Cllr Jones reported that Cllr Poulter was currently attending a meeting of East Suffolk Council where one of the agenda items was to approve moving the Pettistree/Wickham Market parish boundary to enclose the new Hopkins Homes estate within Wickham Market, as requested by both parish councils. This was welcomed but the result is not yet known.

15. Finance & Legal Matters

15.1 To authorise invoices for payment (Annex 4)

The meeting unanimously approved the payment of the following amounts. The appropriate cheques were signed.

Authorisation of Payments at Council Meeting on 24 May 2022

No	Payee	Amount (£) Category	Details	Amount (£)
25	S E J Ashton	329.85 Staff Salaries	Basic Hours (2.00hr/wk @ £15.163/hr Gross) Net Pay (Apr 22)	131.39
			Basic Hours (2.00hr/wk @ £15.163/hr Gross) Net Pay (May 22)	131.39
		Staff Expenses	(24 Mar 22) Council Meeting: Mileage Costs (24m @ 45p/m)	10.8
			Office Expenses	HMRC Monthly Working From Home Payment (£26/m) (Apr 22)
			HMRC Monthly Working From Home Payment (£26/m) (May 22)	26.00
			(24 Mar 22) Postage: Stamps	0.66
			(13 May 22) Postage: Stamps	1.36
	(14 May 22) Stationery: Dividers	2.25		
26	Suffolk County Council	190.00 SID Scheme	Speed Indicator Device Post	190.00
27	Olivia Smith Suffolk Association	200.00 Grass Cutting	Village Green Grass Cutting (2022)	200.00
28	of Local Councils Total	142.70 Subscriptions	Annual Membership (2022/23)	142.7 862.55

Councillor Jones agreed to return to Barclays Bank to obtain PIN Sentries and authorisation cards for the signatories to permit on-line banking.

**16. Planning Matters**

16.1 New businesses for the old SS Car Works site:

Cllr Jones reported that the occupants of the adjacent house were very concerned by the apparent intention of at least one of the four new lettings not to adhere to the existing planning restrictions on days and hours of business, with consequent noise and nuisance. Cllr Jones had consulted the planning officers who said the matter was now being handled by the planning enforcement team.

16.2 Removal of trees from the 'Wickham Gate' site:

Cllr Hallett reported that, without warning, Hopkins Homes had felled and shredded the established trees lining the B1438 at the site. He had been informed by a passer by and had immediately walked to the site where he took photographs and expressed his concern to the Pre-development Manager, Edward Bathgate, who told him that this was required by Highways to provide clearance for the new visibility splay on the road entrance. He also spoke by telephone to the Head of Planning for Hopkins Homes, Jonathan Lieberman to express his distress that Pettistree Parish council had not been consulted on the removals or given a chance to attend meetings about the development.

16.3 Public consultation on the draft permits for Sizewell C in June

Cllr Jones reported that the deadline for decision by the Planning Inspectorate and Secretary of State on whether Sizewell C should go ahead has again been postponed, this time until 8<sup>th</sup> July 2022.

Pettistree PC was one of the signatories to the letter of complaint to the Secretary of State, Kwasi Kwarteng MP, about his apparent pre-judging of the outcome, and refusal to talk with the group of 36 local councils with strong concerns about Sizewell C.

Current applications

The meeting raised no objection to the following current applications

16.4 **DC/22/1356/FUL** erection of side extension to B8 warehouse and formation of car park at The Nursery, Main Road

16.5 **DC/22/1282/FUL** change of use of concrete pad from agricultural to staff car park at land adjacent to Kindwater Ltd, Water Tower Yard.

16.6 **DC/21/5550/FUL**. It was noted that the application for the solar panels at Park Farm was wrongly listed on the ESC "Public Access" website as Woodbridge rather than Pettistree. This makes the application hard to find.

17. Other Urgent Business

Queen's Platinum Jubilee

Cllr Hallett reported that plans for Pettistree Village to celebrate the Queen's Platinum Jubilee over the four-day holiday period from 2<sup>nd</sup> to 5<sup>th</sup> June were well ahead, with a lot of support. Funds would be raised for necessary expenses by a raffle, with tickets only on sale at the events. More raffle prizes were needed.

He also showed an example of the specially cast horse-brass that would be given to each village child of school age or under, and would also be on sale.

Date of next Meeting

This was changed to Tuesday 21<sup>st</sup> June to allow more time for the audit requirements to be completed.

Signed.....

Chair, Sue Jones.

Dated.....