

MINUTES OF THE PETTISTREE PARISH COUNCIL MEETING HELD 2 SEPTEMBER 2003 AT THE VILLAGE HALL, 7.30PM

PRESENT: Mr Hallett (Chairman): Mr Franklin: Mrs Hunter:
 Mrs Stollery: Mr Manning:

 Mrs Heelis (Clerk)
 Mr P Callaghan (District Councillor)

1.0 Apologies for absence: Mr Beagley and Mr Perry.

1.0 Declaration of Interests:

Mr Manning declared a personal but not prejudicial interest in item 7 as employee of SCC.

Mr Manning declared a personal but not prejudicial interest in item 6 as Parish Council representative on the Village Hall Management Committee.

Mr Franklin declared an prejudicial interest in item 9.

3.0 To confirm the minutes of the Parish Council meetings held 13 May 2003:

3.1 Annual Parish Council Meeting – Agreed.

3.2 Parish Council Meeting – Agreed.

4.0 Matters Arising from the last meeting:

4.1 Clerk's Contract of Employment – to be signed.

4.2 Adoption of Model Standing Orders – it was agreed unanimously to adopt the standing orders.

4.3 Village Sign – Repair/replacement of post. – Mr Franklin had identified a potential hazard in the base of the village sign post. It was agreed to provide wooden supports and fence off the immediate area until an inspection had taken place and repairs completed. The Clerk reported that she had had no response to her letter to Mr White.

4.4 The Clerk confirmed that Mrs Stollery and Mr Manning had completed and returned their Declaration of Office and Election Expenses form.

4.5 Casual Vacancy – Mr Franklin reported that he had not yet approached Mr Howard regarding the vacancy.

5.0 Reports:

5.1 Police Report – Not available.

5.2 District Councillor's Report – Cllr Callaghan had nothing to report.

6.0 Pettistree Village Hall – Request for financial support towards the extension of the village hall – Mrs Stollery proposed a donation of £100 towards the project. Agreed unanimously. It was further agreed to write a letter confirming the donation to the Village Hall Management Committee.

7.0 Highway Matters:

7.1 SCC – Weight Restriction, Campsea Ashe Bridge – *proposal to extend the current, temporary order with an open ended, temporary order pending reconstruction.* Noted.

7.2 Mr Sayer – Increased Traffic – Byng Hall Road – The letter received was duly read. There were concerns over the dip in the road by the Christmas tree business entrance in conjunction with potholes in the road. The Clerk to

10.8 SCC – National Bus Stop Survey – request to inform SCC of any changes to bus stops in the parish – Noted.

10.9 GO-East – Renewable Energy and the Planning System – Information pack for communities – Noted.

10.10 SCC – Local Transport Plan – Annual Progress Report – Noted.

10.11 War Memorial Funding - Noted.

11.0 Community Action Plan: Progress Report – Mr Manning reported that he was unable to lead on the project but would be able to assist. Mr Manning agreed to call a meeting of interested parties to seek a volunteer to forward the project.

12.0 Casual Vacancy – Co-option of councillor – No nominations had been received. Mr Franklin to contact Mr Howard.

13.0 Any other matters arising since notice of meeting:

13.1 Pettistree People – The Editor had expressed concern over ownership of the newsletter and had contacted SALC for advice. Their response was read. It was agreed to contact the PC insurance company for advice with the view of taking on ownership.

13.2 Tree Warden – Karen Hunter kindly offered to take on the role.

13.3 Hedgerow Survey – Mrs Stollery reported that the project was proceeding well.

13.4 Parish Tree Planting Scheme – A hedge planting application was being submitted for the churchyard.

13.5 Risk Assessment – Mr Manning reported that Mr Barker had signed the R.A regarding the grass cutting on the village green.

13.6 Items for the next meeting:

Litter Pick
Casual Vacancy
Community Action Plan
Pettistree People
Village Sign
Village of the year competition
Budget 2004/05

14.0 Dates for future meetings:

14.1 Parish Council Meeting – 11 November 2003, 7.30pm.

14.2 Parish Council Meeting – 10 February 2004, 7.30pm.