



**APPROVED MINUTES OF THE MEETING OF
PETTISTREE PARISH COUNCIL**

**ON 28 NOVEMBER 2024 AT 7PM AT THE VILLAGE HALL,
PETTISTREE**

64/24-25 PRESENT AND APOLOGIES

Present: Cllr Jones (Chair), Cllr Chilvers, Cllr Harrison, Cllr Over, and Cllr Smith. In attendance: S. Ashton (RFO); A Staples (Clerk); and County Cllr Nicoll. Apologies were received from Cllrs Cook and Hayward. It was agreed these absences be approved. Apologies were received from District Cllr Noble.

65/24-25 COMMENTS FROM MEMBERS OF THE PUBLIC ON AGENDA ITEMS AND TO RAISE ISSUES FOR FUTURE MEETINGS

No members of the public attended.

66/24-25 RECEIVE REPORTS FROM DISTRICT AND COUNTY COUNCILLORS

County Cllr Nicoll gave a report covering: the devolution initiative announced by the Government, which may lead to a unitary authority in Suffolk, an elected mayor and the abolition of the district councils. A white paper is expected early next month. Cllr Nicoll confirmed he would be able and willing to pay for the proposed tree work on the village green from his locality grant budget.

The reported dispute between Scottish Power and Sizewell regarding their conflicting plans to develop the Friday Street junction on the A12; and the impacts of the Sizewell development on road / rail links and housing. Cllr Nicoll suggested the parish council send a representative to the quarterly Transport Group meetings.

67/24-25 RECEIVE ANY CHANGES TO MEMBERS' INTERESTS

No changes were received.

68/24-25 RECEIVE ANY DECLARATION OF INTEREST IN RELATION TO ITEMS ON THE AGENDA

Cllr Over declared an interest in relation to item 71/24-25.1.

69/24-25 APPROVE THE MINUTES OF THE MEETING ON 12 SEPTEMBER 2024

The minutes were approved and signed as a true and accurate record.

70/24-25 FINANCE MATTERS:

70/24-25.1 Confirmation of Bank Account Balances (£29,528.06 & £12,347.07) (31 October 2024)

The above-mentioned bank account balances were confirmed.

70/24-25.2 Confirmation of Receipt of CIL Funds (£13,607.20) (25 October 2024)

The receipt of £13,607.20 in CIL funds from ESC on 25 October 2024 was confirmed.
70/24-25.3 Review of Receipts/Budget & Payments/Budget Reports (31 October 2024)

The above-mentioned reports were reviewed and approved.

70/24-25.4 Review & Approval of Bank Reconciliation (31 October 2024)

The Bank Reconciliation dated 31 October 2024 was reviewed, approved and signed.

70/24-25.5 Approval of Local Government Services Pay Agreement (2024/25)

It was agreed that that new Local Government Services Pay Agreement rates should be applied to council employees.

70/24-25.6 Annual Review of Barclays & Lloyds Bank Mandate Arrangements (2024/25)

The Barclays and Lloyds bank mandate arrangements were considered. Further online application forms were signed in relation to the Lloyds account.

70/24-25.7 Consideration of Commencement of Lloyds Bank Charges (January 2025)

It was noted from January 2025 Lloyds will be changing the Treasurers Account to a Community Account. In addition, Lloyds will be applying a monthly fee of £4.25 thereafter and transaction fees may also apply.

70/24-25.8 Review & Approval of Budget, Precept & Reserves (2025/26)

The draft budget for 25/26 presented by the RFO was considered. The RFO noted that the draft budget would need to be amended to add a further £200.00 to fund email inboxes. It was pointed out by Cllr Smith that the defibrillator pads would need to be replaced as the current pads expire during 25/26, which will cost approximately £140.00. It was proposed to increase the precept to £7,355.00 to ensure that the general reserve is increased. Decision making on the budget and precept will take place at the January 2025 meeting.

70/24-25.9 Review & Approval of Payments & Signing of Cheques

The following payments were reviewed, approved, and cheques signed: staff payments of £395.19 to A V Staples (which comprises of staff salaries £340.94, staff expenses £2.25 and office expenses £52.00) and £459.88 to S E J Ashton (which comprises of staff salaries £389.88, staff expenses £10.80 and office expenses £59.20); £82.80 SALC for payroll services (April 2024 to September 2024); £420.00 to Suffolk Cloud for website services (October 2024 to September 2025) and creation of new website / transfer of data; and £2,276.88 to Neil Andrew Office Solutions for purchase of 72 folding chairs and storage trolley for donation to village hall.

70/24-25.10 Approve expenditure on new councillor SALC training course (two sessions, £32.00 + VAT per session)

It was agreed the above expenditure was approved.

70/24-25.11 Approve expenditure on replacement battery for SID

It was reported that both SID batteries are reported are worn out. It was agreed that the purchase of a single battery should be deferred until 25/26. Cllr Harrison will ascertain the cost of a replacement battery and report back.

71/24-25 UPDATE ON ACTIONS FROM THE PREVIOUS MEETING:

71/24-25.1 BSR Energy – update on Solar Park and signing of CBA

Cllr Over declared an interest in relation to this matter. The Chair noted at a previous meeting there had been agreement to enter into the Community Benefit Agreement



with BSR Energy. Now the application is once again pending planning approval, representations have been made to the council to delay signing until final determination of the planning application. The merits of entering into the agreement at this stage were discussed. It was agreed by majority decision to delay signing, and defer the decision on whether to sign, until a later meeting.

71/24-25.2 CIL monies – refurbishment of Church Room

Deferred until further information known about funds sought from the parish council.

71/24-25.3 Progress on website creation by Suffolk Cloud

The new website is in use. <https://pettistreeparishcouncil.gov.uk>

71/24-25.4 Maintenance of bus shelters

Cllr Harrison reported having cleaned the bus shelter on the eastern side of the road.

72/24-25 DISCUSS TREES ON THE VILLAGE GREEN AND APPROVE EXPENDITURE ON WORKS / SEEK APPROVAL FROM DISTRICT COUNCIL

Two quotes have been taken for the proposed tree works on the village green. An application for works to the poplar and willow trees has been submitted to ESC and is pending consideration. This is necessary as the trees are in the conservation area. County Cllr Nicoll offered to fully fund the tree works with a grant from his locality budget. Following a discussion, it was agreed that the contract should be awarded to Shaun Wright Tree Services.

73/24-25 HIGHWAYS - to discuss:

73/24-25.1 Derestricted speed signs on Rogues Lane

It was reported that derestricted speed signs had been put in place by SCC Highways, this having been missed when the speed limit was moved due to the new housing development.

73/24-25.2 SID device

No further discussion.

73/24-25.3 Assign responsibility for reporting of potholes

It was agreed a specific councillor need not be tasked to report potholes.

73/24-25.4 Replacement of damaged bollards

No discussion on this item.

73/24-25.5 Heavy vehicle movements on The Street

There was a discussion about the number of heavy vehicle movements on The Street, most households concerned having reportedly indicated discontent about the number of heavy vehicles. It is understood KindWater Ltd has plans to move to another site, which would alleviate the problem.

74/24-25 SUFFOLK IN BLOOM – DISCUSS PLANTING OF GIFTED SPRING BULBS

Cllr Smith has collected 700 bulbs for planting. It was agreed there should be a large patch of planting around the village sign. Cllr Smith agreed to plant them.

75/24-25 PLANNING MATTERS – to note ESC consultation request on:

75/24-25.1 DC/24/3977/TCA; The Green, The Street, Pettistree; Poplar reduced in height to 10 metres above ground; Willow reduced in height to 5 metres above ground

No response to consultation required as Pettistree Parish Council is the applicant.

76/24-25 REPORTED CHANGE OF USE AT THE KENNELS

There was a discussion following the receipt of an email from a resident of the village about a reported change of use from a boarding kennels to an animal rescue



kennels. It was discussed whether this amounts to a change of use. The correspondent also raised concerns about noise levels. It was agreed the to make enquiries to ascertain if any planning issues are engaged.

77/24-25 CONSIDER AGENDA ITEMS FOR FUTURE MEETINGS

None suggested.

78/24-25 TO CONFIRM DATES OF FUTURE MEETING(S)

9 January 2025 and 13 March 2025.

Meeting closed at 20:40

Signed:

Cllr Jones (Chair)
9 January 2024

A handwritten signature in black ink, appearing to read 'Cllr Jones', written diagonally across the bottom right of the page.