



KETTLEBURGH PARISH COUNCIL

ANNUAL REPORT for the year ended 31 March 2008

KETTLEBURGH PARISH COUNCIL

www.kettleburgh.suffolk.gov.uk

Parish Clerk:

Mrs Jackie Clark
Windyridge
723623

kettleburghparishclerk@postmaster.co.uk

Parish Councillors — Contact Details

John Bater	Church Farm	723532	jbater@suffolkonline.net
Tim Chase	Home Farm	685228	timbridge3@btinternet.com
Rod Durbin	Brambleside	723141	rdurbin@communique-creative.com
Patrick Garland	March House	621211	Patrick.garland@alpharma.com
Vice Chairman - David Harris	Watermill House	723839	dharris@mhbuk.com
Chairman - Trevor Jessop	The Old Brewhouse	724272	trevorjessop@btinternet.com
Vickie Neilson	1 Barrel Cottages	724711	derrick48@btopenworld.com
Gwenda Weeks	Corner Cottage	723703	gwendaweeks@btinternet.com

The Parish Council meets every two months in the Village Hall.

Refreshments are served from 7:00p.m and

Meetings begin at 7:15p.m in Open Session. The public is always welcome.

When necessary, additional meetings are called to discuss planning matters.

Auditor of Accounts

BDO Stoy Hayward LLP
Arcadia House
Maritime Walk
Ocean Village
Southampton
SO14 3TL

.....

These accounts satisfy the requirements of the Accounts and Audits Regulations 1996 and represent fairly the financial position of the Council as at 31 March 2008.

Signed: Persephone Booth

Independent Examiner

Mrs Persephone Booth ATT
The Timbers Church Road
Kettleburgh IP13 7LE

KETTLEBURGH PARISH COUNCIL

ANNUAL ACCOUNTS YEAR ENDED 31 MARCH 2008

RECEIPTS AND PAYMENTS ACCOUNT

		RECEIPTS		
31-Mar-07			31-Mar-08	
1,821.15	Opening balance		2,651.93	
44.31	Bank Interest		71.74	
195.00	Grants		195.00	
145.00	Rental Income		148.00	
3,200.00	Precept		3,200.00	
300.00	Miscellaneous		-	
114.23	VAT reclaimed		-	
3,998.54	Total receipts		3,614.74	

		PAYMENTS		
218.98	Administration		353.58	
148.00	Audit		78.00	
165.14	Insurance		172.49	
71.00	Miscellaneous		84.20	
24.00	Parish Tree Scheme		240.00	
1,661.92	Salaries		1,809.84	
134.50	Subscriptions		117.00	
162.00	Training		172.00	
145.00	Village Green		148.00	
401.00	Village Hall		112.50	
36.22	VAT paid		44.10	
3,167.76	Total payments		3,331.71	

RECEIPTS AND PAYMENTS SUMMARY			
1,821.15	Balance b/fwd at 1 April 2007		2,651.93
3,998.54	plus Total receipts		3,614.74
3,167.76	minus Total payments		3,331.71
2,651.93	Balance c/fwd at 31 Mar 2008		2,934.96
	These funds are represented by:		
295.84	Current Account (Reconciled balance)		707.13
2356.09	Deposit Account		2227.83
2651.93			2934.96

These accounts represent fairly the financial position of the authority
as at 31 March 2008 and reflect its receipts and payments during the year.
I certify that these accounts were approved at a meeting of Kettleburgh Parish Council
held on 21 May 2008

Signed:

Chairman _____ Date ____ RFO _____ Date ____

KETTLEBURGH PARISH COUNCIL

ANNUAL ACCOUNTS YEAR ENDED 31 MARCH 2008

STATEMENT OF DIFFERENCES

RECEIPTS

1. Balance brought forward includes the reserve fund, set aside for traffic calming measures.
2. Bank interest increase reflects interest rate changes and longer term investment.
3. Miscellaneous for 2006-07 included a donation by cheque handled for the Kettleburgh fete committee (see note 5 to payments) and payment for the sale of the old notice board.
4. VAT was reclaimed in 2006-07 for the preceding two years.

PAYMENTS

1. Administration costs have risen due to the one off cost of the Welcome Pack and administration of the new Code of Conduct.
2. Audit fee for 2007-08 has decreased due to the formation of the independent Village Green Trust.
3. The Parish Tree Scheme costs have increased due to more extensive planting of hedging and trees.
4. Subscriptions: no longer affiliated to Framlingham & District Development Trust.
5. Village Hall payments for 2006-07 included the processing of a cheque for a donation to the fete.

Assets

At 31 March 2008 the following assets were held:

The Pound	£ 1,000.00
Village sign	£ 1,000.00
Notice Board	£ 1,600.00
Village Green	£ 13,600.00
Total assets as at 31 March 2007	<u>£ 17,200.00</u>

Borrowings

At 31 March 2008 the Council had no loans outstanding.

Outstanding debts

At 31 March 2008 the Council had no debts outstanding.

Tenancies

The Council has two tenancies, of parcels of land rented by Mr & Mrs Seal and Mrs Baker.

Section 137 Payments

There were no payments under Section 137 of the Local Government Act 1972 by the Council.

Agency Work

During the year, the council incurred no costs in agency work.

Advertising and Publicity

No costs were incurred for advertising or publicity during the year.

Note: Kettleburgh Green Trust has been set up to manage the Village Green.

The deeds are held for the Parish Council by:

Cross, Ram & Co.
3 Church St.
Framlingham.

KETTLEBURGH PARISH COUNCIL

ANNUAL RETURN FOR THE YEAR ENDED 31 MARCH 2008

RISK ASSESSMENT

1. FINANCE

Mandate allows for three councillors to sign cheques.

Two signatories required for all cheques - the clerk is not one of the signatories.

All cheque stubs initialled by signatories.

All invoices have cheque no. and date paid added

2. INSURANCE

a) Parish Council Policy no. YLL 122004 195300 - expiry 30 September 2008

i) Employers Liability

ii) Public Liability

iii) Cover confirmed if Parish Council was to be considered negligent and taken to court

iv) Cover confirmed if any member or associate of Parish Council were to be injured whilst carrying out work on behalf of the Parish Council.

v) Additional fidelity guarantee to £10,000

vi) Cover for new noticeboard, valued at £1,600

b) Village Green Policy no. VVH 122010.0213 - expiry 31 July 2008, held by Kettleburgh Green Trust.

Public Liability Group Insurance £5,000,000 in respect of

any one occurrence and unlimited in any one period of insurance.

3. ASSETS

a) Kettleburgh Pound -

A management plan, including annual H & S checks has been adopted.

b) Kettleburgh Village Sign -

An annual check is made to ensure safety.

c) Kettleburgh Village Green -

A H & S plan has been produced by Hollins Architects & Surveyors.

RoSPA training has been undertaken by a member of the Kettleburgh Green Trust for safety checks on proposed play area.

d) Kettleburgh Village Notice Board -

The notice board was donated to the Parish Council by the Kettleburgh Green Trust.

It is included in the insurance cover at a value of £1,600.

Minutes of the KETTLEBURGH ANNUAL PARISH MEETING

Held in the Village Hall on 14 May 2008 at 7.30pm

Present: 6 Parish Councillors, County Councillor, PCSO Mary Thompson, 18 parishioners. Following refreshments which were served from 7:00p.m, the meeting began at 7:30p.m. The Chairman of the Parish Council, Cllr Trevor Jessop, welcomed everyone to the meeting.

1. APOLOGIES for Absence: Rev Robin Alderson, Mrs Valerie Upson, Cllr Bob Snell, Cllr Gwenda Weeks, Mrs Kathleen Lusted, Mr & Mrs Allister Compton.

2. MINUTES of the Annual Parish Meeting held on 15 May 2007 were approved and signed.

3. REPORTS were received from the following and are attached to these minutes.

- | | |
|---------------------------------------|--------------------------------------|
| a) County Councillor | Cllr Peter Bellfield |
| b) District Councillor | Cllr Bob Snell (read by the Clerk) |
| c) Suffolk Police | PCSO Mary Thompson |
| d) Parochial Church Council | Mr Bill Clark |
| e) Kettleburgh Green Trust | Mr David Harris |
| f) Neighbourhood Watch | Mr Rob Booth (read by the Clerk) |
| g) Village Hall | Mr Terry Comer |
| h) Kettleburgh Café | Mrs Gwenda Weeks (read by the Clerk) |
| i) Lord of the Manor fund | Rev Graham Vellacott |
| j) Village Produce Association | Mrs Claire Norman |
| k) Parish Council Chairman | Cllr Trevor Jessop |

4. QUESTION TIME

Villagers were invited to write in with questions or topics for discussion. The following topics were raised and will be considered, where appropriate, by the Parish Council, during the next year:

a) Traffic and Speeding Vehicles Issues

It was suggested that a traffic count be made to ascertain the number of vehicles that use The Street on their way to Brandeston Hall each school day, and that these car users should be encouraged to use a bus.

b) The use of the Parish Precept for maintenance costs of the Village Green

The Parish Council had not considered this suggestion. It was stated that all funds for the Village Green had either been provided by grants or through fund raising, but that the Parish Council could be a source of extra finance, particularly with regard to the Parish Tree Scheme.

c) Overhead power cables

The Parish Council will consider the matter of getting them put underground at a future meeting.

d) Village Hall matters

The provision of recycling facilities for Village Hall rubbish and the refurbishment of the Hall (with the possible use of Lottery or other grant funding) were matters that will be passed on to the Village Hall Committee for their consideration.

e) Kettleburgh Café

Mr Terry Comer posed three questions about the proceeds from the Kettleburgh Café in 2007: Where are these reserves? How much are they? Where will they go? As Mrs Gwenda Weeks was not present, the questions could not be answered. A lively debate followed, during which the merits of the Café were praised, and the way in which proceeds from the Café were allocated was discussed. The unanimous opinion was that Kettleburgh Café was an excellent venture and benefited the village greatly. Gwenda and Mrs Bel Pearce would welcome suggestions for charities to support.

f) Parish Precept

Cllr David Harris questioned the increased spending of public money in Kettleburgh, stating that as a Parish Councillor, he was keen to find out whether there was support in the village for the present level of expenditure by the Parish Council. A short discussion provided the following views:

- the Council should be prudent in its spending;
- money should not be spent simply because it was there;

- the modest sum raised by the precept for each household actually equated to less than the cost of one good restaurant meal;
- the Parish Council represents good value for money;
- Councillors should make the decisions about spending – that is their job.

The Chairman summed up this discussion by adding that if the village wants a Parish Council, then it must realise that it costs money to administer; that there are always fixed costs involved. Whilst its powers are limited, it acts as a conduit to other organisations, has a role to play in planning considerations and that its role may well increase with the changing structure of local government. He reiterated the need for feedback from villagers.

Further subjects for discussion, which were not considered as they had been placed in the wrong box, were as follows:

- g)** A desire to remain a peaceful, uncomplicated village
- h)** The adverse consequences of the sale of The Pound

5. The prize draw of a bottle of champagne (kindly donated by a Councillor) was won by Mrs Claire Norman.

6. The meeting closed at 9:20p.m

Reports

a) Report from County Councillor - Peter Bellfield:

In the past twelve months the Council has made two long-term major policy decisions. Firstly, the decision was to adopt a two-tier system for schools in that part of the county, which currently operates a three-tier system. Secondly, it was recently decided that the Council should proceed with an energy from incineration policy to increase recycling and replace landfill as the lack of space and the cost of the latter becomes prohibitive.

The schools reorganisation, where consultation with parents, governors and staff has recently been completed in the first two areas to change to the two-tier system, has proved controversial with those associated with the middle schools. However, the independent advice is overwhelmingly to continue to implement the change, which we are doing.

The County Council has named its preferred site at Great Blakenham for the incineration plant producing electricity. However, should one of the bidders for the PFI be able to offer a better alternative this will be considered. It is not expected that a planning application will be made before 2011. The total cost of the project over 28 years is estimated at around £640 million, a little over a third being the capital cost of the plant, the balance being the operation of the plant over the years. By following the PFI route we should recover about half the capital cost from Government and almost eliminate the council from any risk should the project fail at any stage. We were pleasantly surprised by the amount of the grant from Central Government for the coming year. The Council received £155m, which is £10m (7.3%) more than last year compared with our expectations of less than £4m. This will help us to reduce the adverse effect of some of the £ 16m of savings, which we were having to make. As you will have seen the proposed council tax increase is 3.75%, which compares with RPI of 4. 1 % and the pension increase from April of 3.9%.

The U turn on the Ipswich Unitary Bid, and it was a last minute U turn because at 10.00 am on the morning that the announcement was due to be made to parliament both Ipswich B.C. and Suffolk C.C. received the final draft of the conformation to be announced in the afternoon, at 10.05 am they both had an e-mail saying that the bid was not going ahead. What the future for local government in Suffolk is now we do not know. While the three-tier system (i.e. County, District and Parish) is not quite dead, it does appear that some form of Unitary is much more likely. Indeed the Boundary Committee has said that the terms of reference from the Minister make it clear that the Government is seeking advice on alternative unitary proposals in Ipswich and the surrounding county area. The Committee started work on the 3rd March. Between the 14th April and 4th July it will consider concepts and seek information from local authorities and other stakeholders. From the 7th July and 26th September it will consult on the draft proposals and boundaries and then provide advice to the Secretary of State by the end of the year. Suffolk Coastal District Council has given the Committee the contact details of all the Parish Councils in the hope that they will seek information from and consult with you.

Those of you who are interested will have seen that the planning application on Debach airfield was withdrawn. This was due in considerable part to the County Council Highways authority

recommending refusal on the grounds that the local road network was unsuitable for a warehouse and distribution (B8) operation on the site. More recently the District Council's Development Control Sub-Committee has authorised enforcement notices on parts of the site, but has had to accept a report that has admitted that the bulk of the site (four buildings and the compound area) can continue to be used for B8 as warehouse and distribution activities have continued for more than ten years.

The County Council's Policy Development Panel (upon which I sit) on Heavy Goods Vehicles has held its fourth meeting. Some interesting situations are beginning to become apparent, particularly the lack of a joined up approach between Councils and between councils and other bodies like the Highways Agency, Traffic Commissioners and representatives of road haulers. The panel will be making recommendations to Cabinet which I hope will be far reaching but our hands are significantly tied by Government legislation.

There has been considerable comment on the salary level of the new Chief Executive. While I am not going to comment on her pay, I do believe that Suffolk must have the best that we can obtain to ensure that the four star status of the Council is maintained. Andrea Hill would not come to Suffolk for less than she was receiving in Bedfordshire.

I have mentioned in the past the work that the Council is doing to reduce its operating costs. The project is called Securing the Future and the structural reorganisation recommended was implemented on the 1st April 2008. There is still much work to be done down through the organisation, but we are expecting to achieve significant savings in the years ahead.

As always, if any of you have any problems with the County Council please contact me and I will do all that I can to help.

Questions to Cllr Bellfield:

1. What is PFI?

A: PFI is Private Finance Initiative, which brings in outside money and operators to the Council.

2. Does the devolving of services to Parish Councils result in a level of expertise being lost?

A: In these situations, an officer element always remains to give advice, for instance on planning matters, or road maintenance.

3. As SCC and SCDC are both high performing Councils, why change a system that is working well?

A: The Local Government review is a ministerial decision.

4. Are the proposals for unitary status simply a cost cutting exercise?

A: This is not the objective, but OneSuffolk would in the long term be cheaper than the status quo.

5. What is the timescale for the Boundary Committee?

A: There will be a decision made early in 2009 and it will take effect in May 2010.

b) Report from District Councillor - Bob Snell:

1. Local Government Review: At the request of the government, the Boundary Committee began its work at SCDC in February. The following Suffolk Concepts have been submitted, with the first one being SCDC's favoured unitary option (note also Suffolk County Council's proposal for a single unitary Suffolk):

- a) East Suffolk, West Suffolk and Ipswich unitaries supported by St Edmundsbury District Council, Suffolk Coastal District Council, Ipswich Borough Council & the majority Conservative Group at Waveney District Council.
- b) Unitary Suffolk supported by Suffolk County Council, Mid Suffolk District Council, and Babergh District Council (2nd preference).
- c) East & West Suffolk unitaries supported by Forest Heath District Council, Babergh District Council (1st preference) & St Edmundsbury District Council.
- d) Ipswich & Suffolk unitaries ("doughnut").
- e) "Yarftoft" Supported by the Labour Groups of Great Yarmouth Borough Council, Waveney District Council, Norfolk County Council, & Suffolk County Council.
- f) North Haven: two concepts are proposed by the Suffolk County Council Liberal Democrats. The first is that of a "North Haven" authority and either one or two further authorities comprising the rest of Suffolk (including Lowestoft) or an east-west split within the rest of Suffolk (including Lowestoft).

SCDC responded on 9 May to the committee's 26 supplementary questions and we expect the Committee to provide to the Secretary of State their draft report in mid-June. After 7 July there

will be a 12-week consultation period. Full up-to-date details and the timetable are available on the SCDC web site.

2. Council tax for 2008/9: up by only 10p per week on the average Band D house; this equals an increase of 3.9%, with no reduction in services (our estimate of inflation in cost of council services is 4.1%). 12th year in a row of single digit increases. Compares with 4.5% in Mid-Suffolk; same as Babergh. Government have again failed to adequately fund local services (grant up only 2.86%), which means the Council tax payer has to bear more. Worth bearing in mind that more than $\frac{3}{4}$ is Suffolk County's charges (up 3.75%); SCDC spend at 10.1% of the total is actually less than the charge from the County police on the district which is 10.1% of the total, and an increase over last year's amount of almost 5% (4.98).

3. Concessionary Travel: over 15,000 people aged 60 or over, or disabled have free national bus travel; national system from April 2008 will impose very big & unknown burden on tourist districts.

4. Environment: Top district in Suffolk to live; cleanliness & waste collection; Recycling: at 54% in multiple bin areas, 2008 roll out to 30,000 homes.

5. Planning Services: 2 star rating; top quartile. Enforcement remains an issue. SCDC will launch shortly consultation on its proposed new processes for improved enforcement. Details will be on the web site and in leaflets.

6. Coastal Defences: campaign to defend Blyth Estuary; developing the Integrated Coastal Defence Management Scheme (ICZM). Major works begun in Felixstowe. Innovative financing established for Bawdsey area.

7. Sizewell C: made our position clear on ensuring local issues are fully addressed.

8. Internal Services: Best in Suffolk – efficient use of resources. £7m total cost savings since 2001 (at least £1m every year). Legal Services: successful partnership won national acclaim.

9. Audit Commission report – the outcome of the March 2008 report was that SCDC has received a positive Direction of Travel assessment which recognises the efforts consistently made in its desire to improve. The Audit Commission recognises these improvements in the first line of its key messages "Suffolk Coastal provides a good overall level of performance." The Council has performed well against this tougher test, building on and consolidating its performance across all areas since the previous assessment. As a consequence the Council has been judged as performing strongly in the area of financial standing and performing well in all of the other performance areas and has therefore received an overall judgement score of 3 – Performing Well.

10. Local Development Framework (LDF): consultation continues. Only two out of seven PCs in the Earl Soham ward responded to the first round of consultation. It is most important that PCs provide their views in the next round of consultation on, for example, any change in village status and the many proposals received by SCDC for changes in village boundaries, as these may have a significant impact on future planning decisions.

SCDC & Waveney. Coincidentally to any LGA reorganisation, as a continuing part of shared services agenda, our CE Stephen Baker was appointed on 1 April as CE of Waveney District, so that the two councils can gain the advantages of common approaches to the many challenges facing rural districts with strong links in areas such as transport, ports and tourism.

12. Code of Conduct Complaints Process: new procedure for complaints handling advised to PCs on 8 May 08. Complaints about parish councillors will now go to SCDC Assessment sub-committee.

c) Suffolk Police – PCSO Mary Thompson

As Mark Bryant, our Safer Neighbourhoods Team Officer, was off duty, PCSO Mary Thompson presented the report.

Two crimes were reported in Kettleburgh over the past year:

1. a theft from a motor vehicle – a tool box from a tractor
2. the theft of domestic fuel oil from a boiler.

As there were four crimes reported for the previous year, these figures represent a drop of 50%. The Police Direct service was highlighted, with a poster for the village noticeboard and leaflets to hand out.

Questions to PCSO Thompson:

How was the fuel stolen and what can we do to prevent a similar occurrence?

A: This crime was not detected, but similar instances involve surreptitious siphoning of oil, involving the use of a white van or another legitimate looking vehicle, by snipping the pipe to the house and siphoning into either petrol cans or oil drums. Being on the lookout for neighbours, using security lighting and capturing the index numbers of suspicious vehicles are ways of preventing this type of crime. Some oil delivery firms offer the service of contacting householders prior to an oil delivery: if it were possible to keep a tank locked, it could be unlocked only when the delivery is due.

d) Report from St Andrew's Church – Mr Bill Clark:

(This year's Annual Parish Meeting in Kettleburgh coincides with the Archdeacon of Suffolk's Visitation to the Loes Deanery. So several members of St Andrew's Church are unable to be present this evening. Bill Clark is the Lay Chairman of the PCC, and he will read the report.)

In reporting the activities of St Andrew's over the past year I would like to highlight the following:

Graham Vellacott retired in April 2007 after eight years as Priest in Charge. There was an interregnum of six months during which time weekly services were taken either by our Lay Elders or by visiting Priests. Special occasions included the Rogation Service which was held on a very wet day in Kettleburgh Church and then in a tent at Church Farm. At the Harvest Festival, the guest speaker was the Executive Director of Tools with a Mission – the collection being given to this worthy charity.

The interregnum ended in November when Robin Alderson was appointed Assistant Priest for Kettleburgh, Brandeston and Easton. Since there are plans at some date in the future to amalgamate with other parishes, Harry Edwards, Rector of the Marlesford Benefice, was licensed as Priest in Charge.

Services continued to be well attended. The traditional candlelit Service of Nine Lessons and Carols as always attracted a very large congregation.

The Choir continues to sing Choral Evensong each month and the band, which provides music for our monthly Family Worship, continues to grow and to extend its repertoire.

A dedicated team have continued to clean the church and arrange flowers each week, and the beautiful floral decorations have enhanced the appearance of the building.

Our team of bell-ringers faithfully maintain the tradition of ringing on alternate Sundays and for Weddings, Feast Days and other special occasions.

Inside the Church, the commandment boards (or hatchments), which hang either side of the altar, have been cleaned, repaired and rehung.

Outside the Church, the main path has been resurfaced with granite chippings greatly improving both its safety and appearance. The annual working party cleared and tidied the churchyard in the Autumn and continuing outside building maintenance will be done in 2008. We are grateful to the Parish Council for giving consideration to how the lettering on the War Memorial can best be maintained.

The Church has benefited from village support for its Fund Raising Activities, including the Plant Sale, the Strawberry Tea, and the sponsored Cycle Ride. The profits from these events, together with money from the Village Fete, have been allocated to the Fabric Fund. This enables the Church fabric to continue to be well maintained, and will support the future maintenance and enhancement of our beautiful Church building.

The Annual Report and Accounts of St Andrew's Church are available on the village Web Site. It contains a wealth of detail that cannot be included in this brief summary and shows the detailed financial position; and where money was given to specific charities as well as being used for the upkeep of the church building.

The Parish Magazine, produced jointly with Brandeston, continues to be a valuable source of local information. Details of all our services, which follow a monthly pattern, can be found there – we always welcome new faces.

e) Report from Kettleburgh Green Trust - Mr David Harris

The last year has seen considerable progress for the Village Green and the various activities sponsored by the Trust to support the Green and promote community activity.

Three major events were held, namely, an Easter Egg Hunt in March 2007, which was great fun, not only for the many children who participated but parents and onlookers too.

Two months later, we held a Fun Dog Show, which was very well supported, not only by our four-legged friends but also their owners and broader families. We were lucky to have excellent weather and it was enjoyed by one and all.

The third event was in January 2008, when we sponsored another Village Breakfast. These are magnificent occasions with the best breakfast this side of The Jungle Café on the A5, together with newspapers and good company.

For all of the above we are deeply indebted to a wonderful team of helpers and supporters, lead by Helen Kay.

In addition to the events, the Lottery Club was launched which was hugely successful. Not only will this make a good contribution to the Green's annual maintenance cost, but it was a very rewarding communications exercise.

A piece of late, but very good news, is that the first two pieces of play equipment have been installed and we know that they are already being enjoyed.

There have been a number of other issues to be dealt with including boundary matters, amendments to the original plan, etc. and these are progressing well. Unfortunately, dog fouling remains a problem despite the presence of appropriate bins and the need for a barrier at the end of the public footpath is an ongoing discussion with Highways.

On Trust matters, Adrian Williams has resigned due to pressure of work and we are delighted to welcome Caroline Tosh who is taking a lead on the all-important fundraising. In that connection, I would also like to give thanks to Derek Hill who has been a generous supporter both financially and in practical matters. Thanks are also due to all Trustees, our excellent Treasurer, Libby Payne, and Derrick Neilson with his help on Green inspections.

Looking to the future, our main objectives are: -

1. To create an endowment to secure the long-term future of the Green.
2. More play equipment to fulfil our plan.
3. More hedging and trees, this time from the Parish Tree Scheme.

Finally, one issue which comes up from time to time is that some people say that they are not for the Village Green. Given the wonderful amenity it provides, I find this difficult to understand but the main argument given is that the money raised to create the Green could have gone to the Village Hall.

Unfortunately, this is not true. The money raised, in the main, came from a Government initiative to create Doorstep Greens and would not have been available for any other purpose. There are funds around for village halls but this requires a separate application.

With the possible exception of trees from the Parish Tree Scheme, not a penny of Council Tax goes towards the Village Green. This is self-funded by donations, events, and other fundraising activities.

We look forward to making the Green even better for everyone.

Questions to Mr Harris:

What is the frequency of grass cutting on the Green?

A: Darran Frost had been instructed to cut twice monthly, but this is not sufficient to keep the grass short enough in the summer months. The situation will be considered.

f) Report from Neighbourhood Watch

Mr Rob Booth took on the role of coordinator as a village contact point. He has nothing to report at present, and suggests that, as he no longer runs a website for the village, someone else might like to volunteer to take on the role of Neighbourhood Watch Coordinator.

When the Clerk asked if there were any volunteers willing to take on this role, Mr Derrick Neilson offered his services. The Clerk will make the necessary contact arrangements.

f) Report from the Village Hall – Mr Terry Comer

The hall has had another year of varied use. It continues to play a key role within the village, as can be seen by the various people and organisations currently using it:

- Village hall itself e.g. Countdown to Christmas
- Cub Scouts, who use it weekly during term time and twice weekly from September
- Church, e.g. Plant Sale, Strawberry Tea and Harvest Supper
- Village Produce Show held in September
- Quizzes – this year one raising funds for Motor Neurone Disease Association and one on behalf of Children in Need
- Kettleburgh Café each month
- Kettleburgh Green Trust e.g. Sunday breakfasts

The 2007 Fete raised a record amount of £3,462.64, shared equally with the church. The sum raised was a major achievement considering the previous year was a record too. The Committee is especially indebted to Pat Bishop and Val Crompton for making the event such a success.

Thanks are also due to John Bater and Derek Holt who supported the hall with income from their Autojumble at Church Farm. They have recently handed over a cheque for just under £800 and we are very grateful for their hard work.

During the latter part of the year, the Committee was presented with the results of a parish questionnaire in which a number of needed improvements were highlighted by villagers. Over the years, the hall has received essential maintenance and has been slowly upgraded, e.g. new disabled toilet installed a few years ago. We now find ourselves in an exciting period where hirings are on the increase and users' needs are starting to put pressure on present facilities.

Reflecting on a wish list costing many thousands of pounds if implemented in full, the Committee has already put a number of measures in place to start the process of improvement:

- Outside, Gary Meadows has painted the joinery; replacing or repairing where necessary. A new bargeboard has been installed at the front of the hall and the kitchen windows re-glazed along with new putty to several other windows.
- Inside, we have installed the new units under the kitchen sink and provided two larder units to give much needed storage space. New towel dispensers have been installed in the kitchen and toilets, thanks to Tony Murphy.
- Other items, including improving internal decoration and purchasing new tables, will take their place as works continue through 2008 and beyond.

There are many challenges ahead for the new Committee, not least to continue with improvements already started and to fundraise for more. This may prove to be slightly more

difficult than in the past now there are more organisations in the village also seeking to raise funds for their worthy causes.

Questions to Mr Comer:

How much money is in the Village Hall account?

A: £6,500 – which will not go far considering all the plans there are for refurbishment.

g) Report from Kettleburgh Café – Mrs Gwenda Weeks

After consulting groups in Kettleburgh the Café was started in June 2007 with their full support but I had no idea whether it would work or not.

There have now been 12 café mornings on the first Friday of each month from 10:00a.m to 12 noon and they have been supported extremely well. So much so that more tables have had to be set up to accommodate everyone.

Each café morning we see more residents and visiting friends. Some ladies, who otherwise would not be able to attend, are brought to the café; we have the occasional Mums and lots of villagers popping in to catch up, collect and buy meat from Allister & Val, purchase honey from Alan Pearce, bread which Pat Peck supplies and eggs from Church Farm.

Residents have been most generous with cakes and Anne Bater has tempted many more with her hot sausage rolls. Bel has made some lovely tablecloths and decorations for the tables. Wilda Woodland has been providing us with very interesting historical displays; we have had a presentation from the Good Neighbourhood Scheme; Chocolicious UK and visits from the Community Police. There are usually one or two Parish Councillors there if you have anything you wish to discuss, as well as members from other groups operating in the Parish. The Vicar has also been able to attend on several occasions.

The Kettleburgh Café is non-profit making and any donations that exceed the cost of the hire of the hall and expenses are donated each time to a worthy cause:

4 January	East Anglian Children's Hospice	£56.40
1 February	Blue Cross	£60.00
7 March	RNLI	£48.00
4 April	St Andrew's Church Fabric Fund	£26.00
2 May	Cancer Campaign for Suffolk	£74.00
	(Mark Sargeantson's Pyrenean Trek)	

I can happily report that the Kettleburgh Café will continue, based on the support it has received so far, and that the Kettleburgh Green Trust Lottery Club will continue its draw at 11.00am on each coffee morning.

Thank You to all those who help, bake and take part in making this venture so successful.

h) Report from the Lord of the Manor fund – Rev Graham Vellacott

The Lordship of the Manor was bought by April Gamble in 1988 as a wedding anniversary gift for her husband Ted, their anniversary was actually in December 1987. Ted was a wealthy American businessman; Vice President of Pepsi Cola and Proctor and Gamble. The couple did much for the parish, especially rebuilding the church bells and the tower; they showed interest in all aspects of the village life where they were able, often with gifts.

They made a number of good friends in the village and we were so fortunate to have them. However, sadly Ted died in autumn 2000 after a long illness. April took over the Lordship but found it was not the same without Ted. She did little and after a few years the Lordship was on the market. Details of the history were recorded in the Parish News dated February 2008.

Record of the sale was given to me in a letter dated 1 January 2008 from April Gamble to say that the sale was completed, but she had no news as to the new owners of the Lordship. Matters are now in the hand of the agent and we await the outcome. However, April does say "I will always be grateful to the community that made us feel so welcome, taught us so much and fed us so well ..."

April has treated us as well as possible and passed all the net receipts of the sale over to Kettleburgh, although she need not have done this. The net receipts of the sale were £2,172.43. April has allocated this as follows:

Kettleburgh Manor Fund £1,672.43
St Andrew's Church, Kettleburgh £ 500.00

The Manor Fund is a float fund that has been kept using Gamble money since the church building works were completed on 4 July 1992 and used at times to assist village projects. It is reckoned to be available for a range of uses that will benefit all aspects of community life.

The Manor Fund now stands at £2,345.40 as at 19 March 2008.

The new Lord of the Manor is Graham Hayward, who lives in Essex. No further details are known at present. The whole parish can now arrange a suitable welcome for him. In the meantime, we thank April again for all that she and Ted have done for the village.

Questions to Rev. Vellacott:

1. Does the Lord of the Manor have any rights? In this case, no.
2. Does the Lord of the Manor have any obligation to distribute largesse? Again, in this case, no.

i) Report from the Village Produce Association – Mrs Claire Norman

There has been a flower and produce show in the village for over 50 years. The show is currently run by a group of volunteers known as the Kettleburgh Village Produce Association and we are affiliated to the Suffolk Horticultural and Produce Association (SHAPA) who provide our insurance cover and judges for a fee. We hope to encourage skilful gardening and domestic skills within the locality, friendly rivalry between contestants, to cover our costs and to produce a small surplus to cushion us in a "bad year"

Shows are currently held on the first Saturday in September, with sections for vegetables, flowers, fruit, cookery, wine, photographs and children's classes. Classes are open to all wherever they live although some cups and trophies are only awarded to Kettleburgh residents. Last year's show attracted 42 entrants who staged just over 300 entries. During the afternoon there were teas, a raffle, prize giving and an auction of produce. Receipts for the 2007 show were £299.60 and expenses £316.47 giving a small loss of £16.87 due largely to the purchase of a replacement trophy.

We are always keen to welcome new competitors – particularly children and would welcome additional help with the organization and running of the show. I thank the current helpers and would be pleased to hear from any new ones.

j) Report from Parish Council Chairman – Cllr Trevor Jessop

Following local council elections in May 2007 seven councillors, previously nominated, were elected unopposed.

At the first meeting of the new council in May a Chairman and Vice Chairman were elected and a necessary eighth member co-opted. There are six new councillors for the current term.

It was agreed that each Councillor should lead a subject of special interest, as was the case in the previous Council. The topics are:

Emergency Planning	<i>Cllr Bater</i>
The Pound	<i>Cllr Bater</i>
Environment	<i>Chairman</i>
Community	<i>Cllr Weeks</i>
Footpaths	<i>Cllr Neilson</i>
Parish Views	<i>Cllr Garland</i>
Planning and Development	<i>Chairman</i>
Police Liaison	<i>Cllr Durbin</i>
Trees	<i>Cllr Chase</i>

The Parish Council adopted the new (2007) 'Code of Conduct' which necessitated a change to the Council's 'Standing Orders'.

At each Parish Council meeting reports are normally received from our County Councillor, Peter Bellfield, our District Councillor, Bob Snell, the Kettleburgh Green Trust and any member of the public present at the meeting when it is in 'open' session.

The Council dealt with eight Planning applications; details may be read in the Council's minutes.

A 'Welcome Pack' has been developed and is now issued to new residents to inform them of facilities and organisations within the village.

A guidance note is being developed, using information and advice from a number of organisations including the Suffolk Preservation Society and SCDC, regarding the Parish Council's responsibilities and limitations when commenting on planning applications.

A number of legal and planning issues regarding access to and the final design of the Village Green have now been substantially resolved by the Council.

Traffic calming issues, with specific reference to the speeding of vehicles through the village, is an ongoing topic for debate which also represents the greatest budget item within the Council's accounts. The possibility of linking with neighbouring villages to join the Speedwatch campaign is being investigated (this venture costs over £2,000.00 to set up).

Dog fouling continues to be a problem and notices erected by SCDC (Suffolk Coastal Services) regarding the District's poop a scoop status are still being removed or defaced.

The Kettleburgh website has much improved over the year thanks to Jackie Clark and Gwenda Weeks

The Parish Council does not yet fulfil all of the requirements to achieve Quality Council status but has agreed to pursue this with regular six monthly reviews against the requirements of Quality status.

The village pound continues to be maintained in accordance with the management plan and an information board regarding the history of the pound is soon to be erected.

In the absence of a Parish Plan it is seen to be important to seek views and opinions of residents within the village and this is an ongoing project.

One way of making your views known to the Parish Council would be to come along to our meetings. We always begin with an 'Open Session' where the public may speak. You would be very welcome.