

Minutes of the Shotley Parish Council meeting held on Thursday 10th December 2015 at 7:15pm in the Large Committee Room, Shotley Village Hall.

Present: Cllrs B Nichols (Chairman), J Catling (Vice-Chairman), N Green, T Ingram, G Pugh, G Richens, M Williams, District Cllr D Davis, Mrs D Bedwell (Clerk) and six members of the public.

Before the meeting started, Cllr B Nichols notified members that it would be helpful if the number of items on the agenda to be considered were reduced because it was necessary for the Parish Council to hold a second meeting after the current meeting to discuss items of a confidential nature.

Cllr G Richens said that he believed that the meeting was to be a combined OSAC and Parish Council. The Clerk informed Cllr G Richens that unfortunately a Parish Council meeting could not be combined with a different meeting but that she had ensured that items dealt with usually by OSAC had been included in the agenda. However, due to the statutory requirements that governed a Parish Council meeting, members of OSAC would be unable to sit around the meeting table and participate in the same way as they did when attending an OSAC meeting.

- 1. To receive and consider apologies for absence:** Apologies had been received (and approved) from Cllrs S Pallant and T Lawford-Randall. Apologies had also been received from County Cllr D Woods.
- 2. To receive declarations of interest** and consider any dispensation requests received: Cllrs G Pugh, G Richens and T Ingram declared a non-pecuniary interest on items 7.1, Cllr T Ingram declared a pecuniary interest on items 7.1.2 and 7.1.3.
- 3. Suspension of standing orders:** *Meeting open for 10 minutes to allow members of the public to speak:* There were no comments from the public.
- 4. To approve Minutes of the Parish Council Meeting held 19 November and OSAC held 12 November:** Deferred.
- 5. Matters to report from previous meetings and to consider any further action:** Deferred.
- 6. To receive reports:**
 - 6.1 District Councillor: A report from District Cllr P Patrick had been circulated to members ahead of the meeting and a brief verbal report was received from District Cllr D Davis. With regards to the Shotley Pier, a suggestion was made that a Steering Group should be formed to help progress matters. There was a possibility that Babergh District Council may be interested in purchasing it but this would be subject to a survey. Cllr T Ingram volunteered to join the Steering Group as a representative of the Parish Council. This was agreed by members.
 - 6.2 County Councillor: A report had not been received.
- 7. To receive reports from Committees/Working Groups and agree any actions that may be needed:**
 - 7.1 Open Spaces and Amenities Committee:
 - 7.1.1 Heritage Park: A report on the Heritage Park had been included in the report previously circulated by Cllr G Richens.

- 7.1.2 Litter wardens: Litter in Shotley Gate had been the same as usual but unfortunately the high winds on bin collection dates resulted in additional litter being scattered.
- 7.1.3 Public Conveniences, including opening times over Christmas and New Year's Eve: A request for dispensation of declared pecuniary interest was approved in order to allow Cllr T Ingram to remain in the room. Following the vandalism caused to the public conveniences in the previous year (New Year's eve), it was agreed that the facilities would this year be locked at 10:00pm on December 31st. Clerk to prepare a sign to be displayed on the door informing users.
- 7.1.4 Allotments- to consider quote for the fencing of the north boundary: It was resolved to approve the quote of £300 to erect a boundary fence at the allotment site near the Shotley Church. However, the Clerk would need to speak to the two affected residents before works could go ahead.
- 7.2 Noticeboard: Standing Orders were suspended in order for Mrs J Lawford-Randall to present her report to members. A brief discussion ensued, during which members gave their comments regarding the changes proposed for future issues of the Noticeboard. Standing Orders resumed.
- 7.3 Website: Update received under 6.1.
- 7.4 Shotley Gate Community Shop Committee: No matters to report.
- 7.5 SYNC- To receive notification of proposal to close down SYNC and transfer building and assets to the 1st Shotley Scouts Group, including date of public meeting: Deferred to the next meeting. A public meeting had been organised for February 24th in order to ascertain what residents' views were. Mrs J Leach was also advised that a structural survey should be carried out before the February meeting. Members praised the works and achievements of the 1st Shotley Scouts.

8. Finance:

- 8.1 To consider application for funding from the Shotley 1st Scouts: Deferred.
- 8.2 To consider application for funding from the Shotley Village Hall Management Committee: It was resolved to award the Village Hall £700 towards the new lighting.
- 8.3 To receive and note bank balances: The bank account balances were as follows: Current account £25,822.66, Tracker account £456.22 and Deposit account £58,321.67, therefore a grand total of £84,600.55.
- 8.4 To consider and approve accounts for payment: It was resolved to approve the accounts for payment as follows:

| | | |
|-------|-------------------------------------|-----------|
| 8.4.1 | Clerk salary | £1,292.00 |
| 8.4.2 | Clerk's expenses | £177.95 |
| 8.4.3 | Website | £120.00 |
| 8.4.4 | E Bugg | £152.0 |
| 8.4.5 | D Bishop | £616.50 |
| 8.4.6 | BDO Stoy Hayward (external auditor) | £396.00 |
| 8.4.7 | RBS accountancy software | £133.20 |
| 8.4.8 | S A Meacock (grass cutting) | £220.00 |

| | | |
|--------|---|---------|
| 8.4.9 | Babergh District Council (play area inspections) | £109.56 |
| 8.4.10 | Cllr G Richens (petrol, drive transfer wheel) | £74.82 |
| 8.4.11 | Cllr G Pugh (eyelet for VOTY banner, fixings for certificate) | £23.67 |
| 8.4.12 | Village Hall (S137- Funding towards new lights) | £700.00 |
| 8.4.13 | Cllr N Green expenses (mileage) | £11.02 |

Cllr G Pugh and Cllr G Richens left the meeting at this point and expressed their disappointment that part of Cllr G Pugh's expenses request had not been recommended for approval.

8.5 To receive recommendations from the Finance Working Group on the second quarter accounts 2015/2016: Deferred.

8.6 To receive recommendations from the Finance Working Group on the budget and precept for 2016/2017: Deferred.

9. To consider response to the Suffolk Fire and Rescue Service public consultation: County Cllr D Wood and District Cllr P Patrick had e-mailed members their concerns about the proposals being made. Standing Orders suspended to allow District Cllr D Davis to speak. District Cllr D Davis suggested that he would ask County Cllr D Wood for further comments to aid in the production of a letter by the Parish Council in response to this consultation, in which concerns about the proposed cuts could be raised and reassurances were requested. Standing Orders resumed.

10. Ganges- update: An update had already been received from District Cllr D Davis.

11. To receive and update the Clerk's Action List: Deferred.

12. Planning matters:

12.1 To consider response on applications received from Babergh and note any decisions made: A decision had been made to approve application B/15/01201/FHA/JC 13 Orwell View Road, (external wall insulation and render systems to the exterior of the building)

12.2 To receive and note correspondence and consider any responses required: No further correspondence had been received.

13. Reports from Councillors on matters not itemised on the agenda/to be included in next agenda: It was reported that the padlock securing the gates of the Anglian Water facility near the public toilets was loose and needed to be repaired. Clerk to report.

With no further matters to be transacted, the meeting ended at 9:30pm.

Date of next meeting: 14 January (OSAC) and 21 January (PC)

Signed: _____ Date: _____