

**Minutes of an Emergency Shotley Parish Council meeting held on Wednesday 10<sup>th</sup> February 2016 at 7:15pm in the Large Committee Room, Shotley Village Hall.**

**Present:** Cllrs B Nichols (Chairman), J Catling (Vice-Chairman), N Green, T Ingram, M Williams, G Pugh, G Richens, T Lawford-Randall, Mrs D Bedwell (Clerk), County Cllr D Woods and nine members of the public.

1. **To receive and consider apologies for absence:** No apologies had been received.
2. **To receive declarations of interest** and consider any dispensation requests received: Cllrs G Richens, T Ingram and G Pugh declared a non-pecuniary interest on items pertaining to the Stour Footpath Group, as well as items on the agenda pertaining to the purchase of bark, repairs to the sea wall near the picnic area and works to the Heritage Park.
3. **Suspension of Standing Orders:** *Meeting open for 10 minutes to allow members of the public to speak:* A number of members of the public raised a number of items regarding the availability of items on the website, Corner Garage and recent works carried out between Styngnam Cottages and Chapel Fields. With regards to the last item raised, Cllr B Nichols informed members that he was now in receipt of contractual legal advice and that due to its nature, he had been advised by the Suffolk Association of Local Councils to deal with it under the confidential section of the meeting. It was resolved to discuss this matter under the confidential section of the meeting.
4. **To approve Minutes of the Parish Council Meeting held 19 November:** Subject to a small number of amendments, it was resolved to approve the minutes as a true record of the meeting held.
5. **To consider quotes received and select the contractor to carry out the repair works to the sheet piles at Shotley Gate** (as per recommendation from OSAC, following receipt of Mr A Hawes annual inspection report): *Point of correction requested by Cllr G Richens- Cllr G Richens did not agree that this recommendation followed Mr A Hawes inspection report, as stated.* Following a brief discussion, it was resolved to approve the quote received from Dyer Welding Ltd. Cllr G Richens agreed to contact the successful and the two unsuccessful companies and inform them of the Parish Council's decision. Clerk to raise purchase order and send to Dyer Welding so that works can be scheduled and carried out.
6. **To consider recommendation from the pc meeting held 28.01.2016** for the purchase of a petrol generator at £287.98, extension lead for approximately £20.00 and cement for not more than £80.00 to make repairs to the river wall around the Bristol Hill picnic area and concrete support wall up to the sheet piles: It was resolved to approve the purchase of both items as per quote received. Cllr G Richens to purchase items and include the expenditure on his next Councillor Expenses form for payment. It was noted that further damage to the wall had occurred recently and that this would need to be addressed in the future.
7. **To consider the purchase of woodchips for remedial works to the entrance of Ganges Wood, Heritage Park Quarterdeck and anywhere else where it may be deemed necessary:** It was suggested that the areas that would currently benefit from this would be the Quarter Deck and both entrances to Ganges Wood. Cllr G Richens was waiting to hear from Mr I Peers whether permission would be given from the Woodland Trust, as they owned Ganges Wood. *Suspension of Standing Orders to allow Mr I Peters to speak.* Mr I Peters confirmed that the Woodland Trust had already

carried out some remedial works and that as long as the correct material was used, they would prefer the local community to get involved with such projects. *Standing Orders resumed.*

Three quotes were discussed and it was resolved to approve the purchase of woodchips from “Silverstones” at a cost of £225.50. Cllr G Richens would include this expenditure on his next Councillor Expenses form for payment by the Parish Council. It was hoped the work would be carried out with the help of the Community Payback Team.

- 8. Maintenance works to the roadside hedgerow from Styngham to the affordable housing and purchase of Christmas trees and lights :** To notify members that NALC’s Legal Team has taken over this enquiry: It had already been agreed by members that this matter would be discussed in the confidential section but Cllr G Richens stated that he wished to raise five points in front of members of the public. Cllr B Nichols advised Cllr G Richens to be mindful of what had been said when it was agreed that this matter would be dealt with confidentially.
- 9. To consider the appointment of a Project Manager Designate for Phase 3 Erosion Protection at Shotley Gate** (Terms to be considered at a future meeting): It was agreed that before such an appointment was made, the Parish Council should formalise the Terms of Reference for the Project Manager. Clerk to draft the Terms of Reference for consideration by Council, therefore appointment of Project Manager deferred for the time being.
- 10. To consider and approve the Heads of Terms for Easement Rights** (to UK Power Networks) in perpetuity to install 2 x new 33Kv underground cable circuits via horizontal directional drill under the Grantor’s land and the entirety of the width of the river Stour between the Parish Council and UK Power Networks: It was resolved to approve the Heads of Terms as they stood. Clerk to prepare and sign the relevant documentation and send it to the Parish Council’s solicitors.
- 11. To consider funding the cost of the village hall hire for up to an additional two meetings a year for a Police Partnership meeting:** *Point of correction- only one additional meeting had been requested.* It was resolved to approve the payment of an additional meeting for the purpose of police partnership meetings.
- 12. To consider training needs and agree expenditure, provision and dates:** The Clerk had asked for a list of currently available training modules so that a decision could be made with regards to which ones to select for the planned bespoke training. Deferred to a future meeting.
- 13. Reports from Councillors on matters not itemised on the agenda/to be included in next agenda:** The Clerk was asked whether the planning application for “Croftdown, Bristol Hill” had been received by the Clerk, which the Clerk confirmed and added that she would be handing it to Cllr T Lawford-Randall for consultation with neighbouring properties.

Cllr M Williams re-iterated the matter of broken bushes/tree branches on the highway near Styngham Cottages (opposite), which was being reported to SCC Highways.

Cllr T Ingram reminded the Clerk that BDC was still not emptying the two new litter bins in Shotley Gate.

Cllr G Richens reported that in recent winds, three trees had been blown down in the Heritage Park and asked if Mr D Meacock could be asked for a quote for their removal. The resulting logs could be placed on either side of the path. Clerk to request quote for consideration.

Cllr N Green reported that the tree blown down on Marsh Lane was still there. As this was a Suffolk County Council matter, the Clerk was asked to report it to Mr Martin Williams rather than ask Mr D Meacock to quote for it, as previously suggested.

Cllr N Green also reported that the manhole cover had still not been replaced, even though it had been reported a number of times. Clerk to chase with SCC Highways.

Cllr G Richens raised a number of points regarding the recent events surrounding the purchase of two Christmas trees and the works between Styngam Cottages and Chapel Fields and expressed his disappointment with the way matters had been handled. He also informed members that he would be tending his resignation at the end of the meeting.

Cllr G Pugh also expressed his disappointment following the recent events and informed members that he too would be tending his resignation at the end of the meeting.

The meeting was closed and all members of the public left the room. The ensuing discussions took place in the confidential section of the meeting.

With no further matters to be transacted, the meeting ended at 10:35pm.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Date of next meeting: OSAC 11 February, PC 25 February 2016.**