

**Minutes of the Shotley Parish Council meeting held on Thursday 15<sup>th</sup> January 2015 at 7:15pm in the Large Committee Room, Shotley Village Hall.**

**Present:** Councillors R Wrinch (Chairman), G Richens, T Ingram, N Bugg, B Nichols, M Williams, J Catling, District Cllr J Deacon and Mrs D Bedwell (Clerk).

**In attendance:** Mr R Cushing, Mrs D Potts, Mrs D Girling and two members of the public.

- 1. To receive and consider apologies for absence:** Apologies had been received (and were approved) from Cllr I Peters, Cllr G Pugh, Mr D Davies and County Cllr D Woods.
- 2. To receive declarations of interest** and consider any dispensation requests received: Cllr T Ingram declared a pecuniary interest on item 11.4 (warden payment).
- 3. Suspension of standing orders:** *Meeting open for 10 minutes to allow members of the public to speak:* Mrs D Girling gave members a short presentation on the work of the Community First Responders and asked if the Parish Council would continue to be supportive of the group in the next financial year, to which the reply was unanimously positive.
- 4. To approve Minutes of the Parish Council Meeting held 11 December 2014:** It was resolved to approve the minutes as a true record of the meeting held.
- 5. Matters to report from previous meetings and to consider any further action:** There were no further matters to report.
- 6. To receive reports:**
  - 6.1 District Councillor (JD/TR): District Cllr J Deacon gave members a verbal report. Cllr G Richens asked about the process to stand for District Councillor and the Clerk explained to members what stages applicants would need to go through before the forthcoming May elections.
  - 6.2 County Councillor (DW): There had been no report due to the County Cllr's annual leave.
  - 6.3 Safer Neighbourhood Team: A report had been circulated to members ahead of the meeting and there were no further comments.
  - 6.4 Website: Mr D Davies had attended a number of meetings with the Clerk and Cllr B Nichols and also a training session with Mr B Woods (website editor for Debenham PC). Mr Davies and Cllr B Nichols were also due to attend a OneSuffolk website maintenance course very soon. The process of updating and revamping the website was underway and was expected to take some time. Cllr R Wrinch asked if a notice could be displayed on the website to inform visitors of this fact. Cllr B Nicholls agreed to do so.
  - 6.5 Stour Footpath Group (GR): A report had been circulated to members ahead of the meeting. Cllr J Catlings gave members his retrospective apologies for the previous Osac meeting, which were duly accepted.
  - 6.6 Heritage Park (GR): Included in report circulated to members under point 6.5 of this agenda.
- 7. Play Areas:**
  - 7.1 To consider the purchase of a bench for the Kingsland play area: It was resolved to purchase a Bodmin bench for the Kingsland play area.
  - 7.2 To consider proposals by Mr A Petterson for works to the Lloyd Road play area and tennis courts: Deferred to the next Osac meeting.

- 8. Noticeboard:** To receive any updates and agree any action needed: Cllr B Nichols gave members a brief update, which included the recommendation for members to have a review meeting in order to ascertain what the best course of action may be. It was agreed that all efforts should be made to ensure its continuity.
- 9. Highways:** To receive update on request to place boulders on the grass verge outside the Post Office: The Clerk reported that SCC Highways were considering a number of measures to improve the area in question and would send their proposals to the Parish Council in due course.
- 10. Village footpaths boards:** To receive update and agree any action needed: It was agreed that the Clerk would need to acquire the definitive footpath map from Rights of Way (Annette Robinson) in order to progress this matter. Deferred to a future meeting.
- 11. Finance:**
- 11.1 To consider OSAC's recommendation for the approval of the 2015/2016 budget and precept: It was resolved to approve the OsaC recommendations for the 2015/2016 budget and precept.
- 11.2 To receive and note bank balances: The current account held a total of £65,544.16, the tracker account £455.99 and the deposit account £8302.37, therefore a grand total of £74,302.12. These figures did not include the February accounts for payment.
- 11.3 To note receipt of additional funding from Cllr D Wood and approve issue of further payment to Foss (funding for new stage): Receipt of the £900 of Locality Budget funding was noted and a cheque for the same amount was issued to Foss.
- 11.4 To consider and approve any further accounts for payment :
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|---|---------|
| 1. Prettys Solicitors(allotment registration) | £8.00   |
| 2. FOSS (funding application)                 | £900.00 |
| 3. Cllr B Nichols expenses                    | £28.80  |
- 12. Clerk's Action List:** The Clerk's action list had been circulated ahead of the meeting and was updated by members. Cllr G Richens recommended that the Clerk added actions from OsaC meetings to the list, which the Clerk agreed to do with immediate effect.
- 13. Former H M S Ganges Site – B/12/00500 – update:** The update received from District Cllr J Deacon had previously been circulated to all members. A brief report on pest control in the area was also received by members.
- 14. Planning matters**
- 14.1 To consider response on applications received from Babergh and note any decisions made :
1. B/14/01540/FHA - 11 Gayford Terrace- erection of first floor rear extension: It was resolved to recommend the approval of this planning application.
  2. B/14/01480/FHA Blacksmiths Cottage, Main Road- erection of a two storey side extension: It was resolved to recommend the approval of this planning application.
- 14.2 Lasan take away: To receive update on planning application process for signage: The Clerk had forwarded the relevant paperwork to Cllr I Peters so that it could be forwarded to the business owner.
- 15. To receive and note correspondence** and consider any responses required (DB): Correspondence had been circulated to members and there were no further actions needed.

- 16. Reports from Councillors on matters not itemised on agenda/to be included in next agenda (All):**  
Cllr G Richens asked if SCC Highways could be asked to consider diagonal parking in front of the Post Office when the non-parking (on the verge) measures were considered. Clerk to action.

Cllr G Richens also suggested that Mr M Patel should also be consulted in the proposals, as any changes could potentially affect his business. Cllr R Wrinch further suggested that once the Parish Council received the proposals, it should show them to Mr Patel in order to get his views.

Cllr J Catling reported that the next auction to fundraise for the village hall would take place in February and would circulate details to members.

Cllr G Richens expressed concern that the recent works to the Marsh Lane footpath had resulted in it being widened and could encourage vehicular traffic. Members informed Cllr G Richens that a sign had already been placed at the start which stated that there was no vehicular access.

Cllr B Nichols informed members that the next cinema event at the village hall would take place on February 7<sup>th</sup> at 7.30pm, the film being "Night at the cinema in 1914".

**Temporary exclusion of press and public:** *That pursuant to the Public Bodies (Admission at meetings) Act 1960 the Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed*

- 17. Website:** To consider and approve the Editor Terms and Conditions: It was resolved to approve the Editor Terms and Conditions. Cllr B Nichols would be meeting Mr D Davies in order to put them forward for agreement.

Date of next meeting: 5<sup>th</sup> February 2015 (Osac); 26 February 2015 (Main)

With no further matters to be transacted, the meeting ended at 10.10pm.

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