

**Minutes of the Shotley Parish Council extraordinary meeting held on Wednesday 29<sup>th</sup> June 2016 at 7:15pm at the Shotley Village Hall.**

**Present:** Cllrs T Lawford-Randall (Chairman), J Catling, N Green, B Nichols, M Williams, B Powell, B Higgs, R Green, Mrs D Bedwell (Clerk), and five members of the public.

1. **Apologies for absence:** Apologies had been received from District Cllr P Patrick.
2. **Declarations of interest with regard to items on the agenda and additions to register:** There were no declarations of interest.
3. **Suspension of standing orders:** *Meeting open for 5 minutes to allow members of the public to speak:* **Meeting open:** There were no comments from the public.
4. **Minutes previously approved by Council-** to note correction of accounts for payment listed on OSAC minutes dated 09<sup>th</sup> July 2015: The Clerk explained to members that she had incorrectly listed the accounts for payment on the OSAC minutes of July 2015 (June's accounts had been inserted instead) and asked that the minutes were re-approved with the amendments to the accounts. It was resolved to approve the minutes with the correction.
5. **Finance**
  - (i) To consider and approve any further accounts for payment and note receipts: There were no further accounts for payment.
  - (ii) To receive the third quarter accounts (to 31 December 2015): Deferred.
  - (iii) To consider and approve the annual accounts for year ended 31 March 2016: Deferred.
  - (iv) To consider and approve the Annual Return and Annual Governance Statement for year ended 31 March 2016: Deferred.
6. **Planning matters:** Applications received for recommendation to Babergh District Council:  
B/16/00765 8 Kirkton Close- erection of a two storey side extension- Members to seek views of nearby residents who may be affected by the development.  
  
B/16/00704 Re House Farm Wades Lane- application of listed building consent- It was resolved to recommend the approval of this application.  
  
B/16/00792 1 Cherry Gardens, Main Road- Erection of single storey extension, internal alteration and cartlodge- It was resolved to recommend the approval of this planning application.
7. **To consider the Co-option of new members onto the Council,** including the completion of Declarations of Acceptance of Office and Interests: Following the due voting process, it was resolved to co-opt Mr P Merrin (in his absence), Mr B Powell, Mr R Green and Mr R Higgs onto the council. The new members were handed the Declarations of Acceptance of Office and Interest for completion and invited to join the remaining members around the table.
8. **Litter Wardens/wc cleaning:** To consider and approve quote for the deep cleaning of the public conveniences in preparation for re-decoration and agree hand-over process: It was resolved to

approve the quote received for the deep cleaning of the public conveniences. The re-decorating would take place as soon as possible after the cleaning has taken place.

- 9. Reports from Councillors on matters not itemised on agenda/to be included in next Agenda** (no decisions with a financial implication are permitted to be made at this point and should be added to a future agenda for consideration): The Clerk was asked to add to the next agenda an update on the situation regarding the Shotley Primary School. The Clerk was also asked to circulate the training dates when these were available.

It was also reported that there was a slight damage to the new Marsh Lane footpath.

- 10. Chair's urgent business:** any items not on this agenda but of such urgency as to merit, in the Chair's opinion, immediate action: There was no chairman's urgent business to report.

- 11. Date of next meeting:** 30<sup>th</sup> June 016 (Annual Parish Meeting) , 21<sup>st</sup> July 2016 (Parish Council meeting). The Chairman thanked members of the public for their attendance, in particular the candidates for co-option that had been unsuccessful on this occasion. Members of the public were then invited to leave in order for confidential matters to be discussed.

**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*

**12. Contracts and Tenders:**

- (i) To consider and approve tenders received for litter picking, bin emptying and public convenience cleaning
  
- (ii) To consider and approve Terms of the respective contracts

With no further matters to be transacted, the meeting ended at 9.15pm.

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