

Minutes of the Shotley Parish Council meeting held on Thursday 16th April 2015 at 7:15pm in the Large Committee Room, Shotley Village Hall.

Present: Councillors B Nichols (Chairman), G Richens, I Peters, N Bugg, T Ingram, G Pugh, J Catling, District Cllr T Roberts and Mrs D Bedwell (Clerk).

In attendance: Mr R Cushing and Mr B Powell.

1. **To receive and consider apologies for absence:** Apologies had been received (and were accepted) from Cllrs R Wrinch and M Williams. Apologies had also been received from County Cllr D Woods, District Cllr J Deacon and the Police.
2. **To receive declarations of interest** and consider any dispensation requests received: There were no declarations of interest.
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 March 2015:** 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 County Councillor (DW): There was no report available.
 - 6.2 District Cllr: District Cllr T Roberts gave members a very brief update, as he was observing Purdah.
 - 6.3 Safer Neighbourhood Team: A report had been circulated ahead of the meeting.
 - 6.4 Stour Footpath Group (GR): A report was circulated ahead of the meeting and was further updated by Cllr G Richens.
 - 6.5 Heritage Park (GR): Covered under previous item on the agenda.
 - 6.6 Noticeboard: Cllr B Nichols gave members a brief report of the current position. Cllr G Richens commented that there did not appear to be many photographs on the publication, and the ones that were available were not very clear. He asked if this could be raised at the next editorial committee meeting. He also mentioned that a contents page may help readers find what they were looking for more easily.
7. **Finance:**
 - 7.1 To receive OSAC's recommendations for the approval of the third quarter accounts: It was resolved to approve the third quarter accounts.

- 7.2 To receive and approve annual accounts to 31 March 2015: It was resolved to approve the annual accounts.
- 7.3 To approve Annual Return: It was resolved to approve the Annual Return.
- 7.4 To approve the Asset Register to 31 March 2015: It was resolved to approve the asset register. It was also agreed that future asset registers should include detailed information, such as date of purchase, cost, location of asset and list of assets under £200 (as they would not be covered under the insurance policy due to the policy excess). Clerk to action.
- 7.5 To receive and note bank balances: Balances were as followed: Current account £82,341.81, tracker account £456.04 and deposit account £8,303.33, therefore a grand total of £91,101.18. It was agreed that funds should be moved back into the deposit account now that the first half of the precept had been received and the account was much healthier. Clerk to action.
- 7.6 To consider and approve any further accounts for payment: It was resolved to approve the following accounts for payment:

7.6.1	Write for you (website)	£150.00
7.6.2	Cllr B Nichols expenses	£48.00
7.6.3	Mr D Hazelwood	£180.00

8. **To receive and update the Clerk's Action List:** The Clerk's action list had been circulated ahead of the meeting and was updated by members.
9. **To consider the purchase of a waste bin (to be sited at Kitchener Way** (following consultation with Babergh DC): It was resolved to order a new bin for Kitchener Way. A response from Babergh DC had not yet been received with regards to its exact siting.
10. **To receive update on request for permission from the Woodland Trust to erect a replacement bench at Ganges Wood and agree action:** Cllr I Peters reported that the Woodland Trust had agreed that the Parish Council could purchase a new Bodmin bench but as the net cost of this bench was going to be sponsored by a local resident and there had been a considerable price increase, Cllr G Richens would need to ascertain whether the resident was still prepared to sponsor the cost in its totality. If agreed, Clerk to order. It was suggested that the Parish Council could fund the cost of the inscription and installation, if necessary.
11. **To consider action to take following the closure of the Shotley Gate Stores (including the suggestion of a public meeting):** It was agreed that a public meeting should be organised to enable residents to express their views with regards to the closure of the Shotley Gate Stores and whether they would welcome a replacement retail unit. It was also agreed that the Parish Council should carry out a leaflet drop to all the households in the village with some type of brief questionnaire, so that even those unable to attend the public meeting could still send in their comments. Cllr B Nichols agreed to prepare the wording for the leaflet and Clerk would check the village hall's availability for April 30th. It was also agreed that the Noticeboard delivery volunteers would be asked if they could deliver the leaflets. The meeting would be open and community led, in order to allow members of the public to make their suggestions as to what they would like to see happen.

12. **To receive any further nominations for the Shotley Community Award:** The final list of recipients was agreed by members.
13. **Planning matters:** To consider response on applications received from Babergh and note any decisions made: No planning applications had been received.
14. **To receive and note correspondence** and consider any responses required (DB): Correspondence had been circulated to members ahead of the meeting and no further actions were required.
15. **Reports from Councillors on matters not itemised on agenda/to be included in next agenda (All):**
Cllr N Bugg reported that visibility on Gayford Terrace was being compromised by the overgrown Alexandria and suggested that Mr S Meacock was asked to cut it back. Clerk to action.

Cllr J Catling reported that a small number of motorbikes appeared to be causing a nuisance by travelling too fast and making considerable noise around some of the estates and the Marina. Members were asked to remain vigilant and provide the police with the number plate details of the culprits.

Cllr T Ingram reported that a resident had complained about the litter on the verge at the entrance to the village, just before the Shotley Corner Garage. It was suggested that SCC Highways may be able to help with road management, whilst the community payback team could carry out some clearance in the area. Clerk to make enquiries.

Cllrs N Bugg and G Pugh gave their apologies for the following meeting.

With no further matters to be transacted, the meeting ended at 10:00pm.

Date of next meeting: 23 April (APM); 14 May (OSAC) and 21 May (APCM)

Signed: _____ Date: _____