

**Minutes of the Shotley Parish Council meeting held on Thursday 19<sup>th</sup> November 2015 at 7:15pm in the Large Committee Room, Shotley Village Hall.**

**Present:** Cllrs B Nichols (Chairman), J Catling (Vice-Chairman), S Pallant, N Green, T Ingram, G Pugh, G Richens, T Lawford-Randall, Mrs D Bedwell (Clerk) and seven members of the public.

- 1. To receive and consider apologies for absence:** Apologies had been received from Councillor M Williams, which were approved. Apologies had also been received from County Cllr D Woods, District Councillor D Davis and District Councillor P Patrick.
- 2. To consider the co-option of a new member onto the Council:** It was resolved to co-opt Mr Tony Lawford-Randall onto the Parish Council.
- 3. To receive declarations of interest and consider any dispensation requests received:** Cllrs G Richens and G Pugh declared a non-pecuniary interest on item no 8.1.5.
- 4. Suspension of standing orders:** *Meeting open for 10 minutes to allow members of the public to speak:* There were no comments from the public.
- 5. To approve Minutes of the Parish Council Meeting held 22 October 2015:** It was resolved to approve the minutes as a true record of the meeting held.
- 6. Matters to report from previous meetings and to consider any further action:** It was reported that the newly installed bins would need to be re-installed, as the initial installation had not been carried out properly.
- 7. To receive reports:**
  - 7.1 District Councillor: Mrs D Bedwell read out the report, which had been circulated to members ahead of the meeting.
  - 7.2 County Councillor: A report was not available but Cllr B Nichols had spoken with Cllr D Woods briefly and he had appealed to members to voice their views with regards to the Fire Service consultation.
- 8. To receive reports from Committees/Working Groups and agree any actions that may be needed:**
  - 8.1 Open Spaces and Amenities Committee:
    - 8.1.1 To ratify approval of the co-option process for OSAC membership: It was resolved to approve the new co-option process and forms.
    - 8.1.2 To approve recommendation to apply for the registration of the Pier as an Asset of Community Value: Cllr G Richens spoke on behalf of the Stour Footpath Group, which was in support of the initiative. It was agreed that a statement of support from the Sailing Club and the Marina Management would also be beneficial, as well as one from the Shotley Parish Council.
    - 8.1.3 To consider and approve letter to be sent to Hillgate, Bristol Hill: The draft letter had been circulated to members and was approved following a number of amendments suggested by Cllr G Richens.
    - 8.1.4 To consider action to take regarding the soil under the goal posts at Lloyd Rd playarea: Deferred.
    - 8.1.5 To note minutes of the Stour Footpath Group meeting held 11 November 2015: Noted. Cllr G Richens also added a verbal report

- 8.2 Noticeboard: *Standing Orders were suspended to allow Mrs J Lawford-Randall to speak.* A brief update was received and the Editorial Committee was praised for the excellent work they had carried out. A new Shotley Noticeboard Facebook page had also recently been set up and preparations were underway for the special anniversary edition of the Noticeboard. *Standing Orders resumed.*
- 8.3 Website: There were no further updates.
- 8.4 Village of the Year: Cllr G Richens reported that three of the award banners (near the village hall, Sailing Club and Bristol Hill) had recently been damaged and a number of eyelets had been broken but could be repaired.
- 8.5 Shotley Gate Community Shop Committee- To agree date for the next meeting: It was resolved that no further action was needed until a response was received from the owner of Hillgate, following the letter agreed at agenda item 8.1.3. Cllr N Green asked what the current position was with the "Ships Rations". Cllr B Nichols and Mrs D Bedwell had recently met with the manager and he had not expressed any concerns: There were sufficient volunteers to keep the shop opened and the leftover produce was being used in the Bristol Pub restaurant kitchen. Cllr N Green also informed members that she wished to step down from the Community Shop Committee with immediate effect.

## 9. Finance:

- 9.1 To receive and note bank balances: Deferred (Clerk unable to access online services).
- 9.2 To consider and approve any further accounts for payment:
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| 9.2.1 Clerk's expenses                            | £89.00  |
| 9.2.2 Cllr G Richens expenses                     | £18.50  |
| 9.2.3 Contribution towards the Remembrance Wreath | £50.00  |
| 9.2.4 Holbrook Academy Student Award              | £30.00  |
| 9.2.5 Cllr B Nichols Chairman's annual allowance  | £120.00 |
- 9.3 To receive recommendations from the Finance Working Group on the second quarter 2015/2016 accounts: Deferred.
- 9.4 To receive recommendations from the Finance Working Group on the budget and precept for 2016/2017: Deferred. A meeting of the Finance Working Group was agreed for Monday 23<sup>rd</sup> November at 10:30am at the Clerk's residence.

**10. Gate Farm Caravan Park-update:** A brief report had been circulated by District Cllr D Davies and no further action from the Parish Council was needed.

**11. Ganges- update:** It was hoped the application process would be finalised by the end of the month but at present there were no further news.

**12. To receive and update the Clerk's Action List:** The Clerk's action list had been circulated to members ahead of the meeting and was updated by members.

The matter of the Scattered Orchard Project was raised. There had been a difference of opinion between some councillors regarding how this matter should have been progressed. Some members were under the impression that a decision had been made, which hadn't been the case and Cllr N Green had not felt that she had been able to submit the relevant paperwork because of this. The position of the council was verified and members were in agreement that the Scouts should benefit from this scheme. To this effect, the Clerk was asked to send the relevant paperwork to Mr and Mrs Leach.

**13. Planning matters:**

- 13.1 To consider response on applications received from Babergh and note any decisions made: **B/15/01503 Blacksmiths Cottage, Main Road**- Erection of balcony: It was resolved to recommend the approval of this planning application.
- 13.2 To receive and note correspondence and consider any responses required: There had been no further correspondence from the Planning Department.

**14. Reports from Councillors on matters not itemised on the agenda/to be included in next agenda:** It was reported that a parishioner had been helping themselves to wood from Ganges Wood for their own personal use. According to the Woodland Trust, wood left in situ was there for a reason, mainly to provide a wildlife habitat, and should not be removed without permission. Clerk to inform resident in question.

Cllr N Green reported on the recent removal of a stationary car from Link Road. The car had been parked on site for a number of weeks and the PCSO dealing with the matter had been told that the said car had been purchased by Whip Street Motors for scrap metal and parts and that it would be collected in due course. Following further investigation, it appeared that this was not true and Whip Street Motors were not aware of this particular vehicle, which had no valid Tax or MOT. The PCSO dealing with this case had, as a result, advised the vehicle owner that a fine would be issued unless the vehicle was removed from a public highway, which it subsequently was.

Cllr G Pugh briefly discussed the contents of the Stour Footpath Group minutes, which had been circulated to members: He stated that 3 large drink flasks had been purchased for the planned event at the Quarter Deck (Christmas Carols) and wished to make parishioners aware that they could be loaned to other village organisations if needed.

Cllr G Richens reported on the recent sighting of two bait diggers, which had been reported to the AONB Unit and information had also been sent to "Inshore Fisheries".

The Clerk was asked to report to SCC Highways a crack on Kitchener Way. Cllrs G Richens and T Ingram had met informally with representatives of the Water Board, who had been conducting integrity checks nearby and had suggested that the drainage was clear, therefore the damage may have been caused by settlement of the cliff. The Clerk was also asked to remind Highways that the damaged drain cover on the turning circle opposite the Bristol Hill Public House was yet to be replaced.

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

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

Date of next meeting: 10 December 2015