

Minutes of the Shotley Parish Council meeting held on Thursday 17 June 2010 at 7.15pm in the Large Committee Room, Shotley Village Hall

Present: Councillors: N Bugg (Chair), J Catling, T Ingram, B Nichols, G Steel, G Anderson, G Brown, Clerk: L Rowlands and RFO: D Bedwell

In attendance: D.Cllr P Clarke and SC.Cllr D Wood

Public Forum: No discussion

1. **To receive apologies for absence** – Cllrs Wrinch and Matthews (other commitments), PC Gary Austin (off shift) and Gary Richens (holiday)
2. **To receive Declarations of interest** – Cllr Steel (item 3.9 - personal)
3. **To receive reports from (if available):**
 1. District Councillor – Cllr Clarke thanked the Council for its input regarding whether a full Conservation Appraisal should be carried out on the HMS Ganges Site – it was confirmed that the Strategy Committee would commission a full conservation appraisal as recommended in the consultation paper and that the Director of Built Environment had been given delegated powers to confer conservation area status should the developer try to demolish any building in the interim
 2. County Councillor – Written report handed to the Clerk at the meeting for circulation containing information on the AGM, the defeat of a called-in decision regarding the hire of consultants at a cost of £122,000, the building of a dry fuel store at Sizewell, preferred bidder announced of the Gt Blakenham Incinerator (Sita UK), SCC Olympics consultation. Cllr Wood went on to report that a meeting of the Joint Advisory Committee of SC&HU had been held at Shotley and they had been shown the erosion at the Shotley Cliffs. Cllr Wood was asked to investigate why the Civic Amenity Site at Chelmondiston had stopped (1) the table top re-use/recycling facility and (2) the “trip to the tip” schemes recently and if both could be re-instated.
 3. Safer Neighbourhood Team – The May monthly report showed a marked increase in crimes, thirteen in total, made up as follows: seven thefts, three burglaries; and one each of Causing an Affray; Fear or Provocation of Violence and Dangerous Dog causing injury in a public place. It was reported that our previous PCSO, Trish Gibson had received an award for her excellent work whilst on our “patch”. The Community Engagement Briefing was received and noted. PC Gary Austin had been in discussions with Highways regarding the enforcement of disabled parking bays on King Edward VII Drive – works would commence within two months. PC Austin had advised via e-mail that all schools had been made aware of the accosting of children at Chelmondiston recently - parental advice had been given and patrols of the areas at relevant times were taking place although there had been no further developments.
 4. Parish Plan Implementation Board – The Business Directory was progressing well and would be published at the end of July and delivered with the August Noticeboard. The SYNC planning application had stalled due to SCC requiring an archaeological survey (at SYNC’s cost) to be carried out – also they would be relocating from the Shipwreck to the Primary School in the near future.
 5. Shotley Community Emergency Plan – Nothing new to report – awaiting news regarding the budget cuts next week
 6. Parish Clerk – A parishioner had complained about the “overlapping” of parked cars on the footpath on King Edward VII Drive which reduced the useable width of the footpath to approx 18 inches and forced pedestrians/pushchairs/mobility scooters into the middle of the road. This information has been passed to Paul Gant of SCC Highways who would investigate.

7. Responsible Financial Officer

- 3.7.1 To consider arranging for a BACS facility and amending Standing Orders accordingly – **It was resolved to apply for a BACS facility to help simplify the paying of wages and other accounts. Processes to be looked at and adjusted if necessary to ensure transparency.**
- 3.7.2 To consider using the Premium Account as a client account for the Shotley Stour Footpath Renovation Group or closing it – **It was resolved to use the account for the “Footpath Fund”** until they open their own account. Clerk and RFO to ratify accounts and transfer funds prior to next meeting.
- 3.7.3 Cheques for £40.00 and £85.00 were issued to BDC on 25 May and 7 June 2010 respectively on behalf of the Shotley Footpath Group – Amounts to be deducted from their grant total this month (at 3.9).
- 3.7.4 The Parish Council reserves were as follows:
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|---|-------------------------|
| Community Account | £ 4934.29 |
| Premium Account | £ 454.91 |
| Tracker Account | <u>£69191.24</u> |
| Total: | <u>£74510.44</u> |
| <u>Which includes earmarked reserves and funds:</u> | |
| Ganges Playground | £ 7,500.00 |
| Kingsland Playground | £ 7,500.00 |
| BELSP (Tennis Courts) | <u>£10,000.00</u> |
| Grand Total: | <u>£47510.44</u> |
- (The above figures do not include Accounts Payable presented at this meeting)

8. Community Warden

- Litter just as plentiful
- New dog bin installed on Kirkton Close Green
- Graffiti wall repainted.
- Tennis posts have been put in and are being well used.
- Some footpaths strimmed and weeded as required.
- Wooden side panel repairs completed at Kingsland play park.
- Paint still to be renewed or ground off the kids play park frame at Kingsland.
- Tennis posts to be bolted to the ‘pots’ and the net secured to the posts.
- On 17 June ‘EDF’ will be in attendance whilst hedge trimming is carried out on Bristol Hill (it has grown into power lines)

9. Stour Footpath Group

- A screening opinion of the proposed gabion construction at Shotley Cliff had been requested from BDC Planning Dept. This was duly received
- A planning application along with associated paperwork (incl above) had been despatched to BDC
- There was to be a curry evening in aid of the Footpath Fund on 10 July 2010 at the village hall
- An appeal/newsletter had been formulated and delivered to all houses in Shotley and so far £30 had been received in donations
- Cllr David Wood’s Locality Budget had confirmed it would grant £1000 to the Footpath Fund
- Cheques to the value of £40 and £85 had been issued between meetings for a lottery licence and planning application respectively along with £10.45 for photocopying leaving £1277.05 in the funds.

4. **To agree minutes of the Annual Parish Council Meeting held on 20 May 2010** - The minutes were declared a true and accurate record and were signed as such by the Chairman

5. **To agree minutes of the Extra Parish Council Meeting held on 27 May 2010** - The minutes were declared a true and accurate record and were signed as such by the Chairman
6. **Matters of report from minutes of previous meetings**
7. **To consider grant applications from:**
 1. Age Concern Suffolk – grant requested £300 - towards the cost of Help Centre – **It was resolved to grant £100**
 2. Suffolk Accident Rescue Service – grant requested £500 – to cover core funding – **It was resolved to grant £250**
 3. Optua – grant requested £146.50 – to cover shortfall in RHS games budget – **It was resolved to grant £100**
 4. Good Neighbours – grant requested £300 – to cover insurance and mobile phone costs – **It was resolved to grant £300**
 5. Home-Start – grant requested £6000 - to cover set up costs for a Family Support Group in Shotley – **Deferred**
8. **HMS Ganges: update and to agree any actions (if appropriate) in response to information received**
 1. Reserved Matters (B/00/01318RES - 404 Retirement Homes) – To agree arrangements and what we are going to say at the Public Inquiry (22-24 June) – It was agreed that we will focus our evidence on three main arguments (1) that the Reserved Matters differ substantially from the original outline planning permission, (2) that the Environmental Statement is wholly inadequate and (3) that the design, access and layout is of an inferior nature. It appears that we have to “stand in line” on the first morning of the Public Inquiry in order to get a suitable speaking slot and to this end both the Clerk and Cllr Steel will attend. We have requested from BDC the Statement of Common Ground between them and the Developer and a copy of the S106 (which we were not consulted on).
 2. Potential conservation area designation – To form a view on report for BDC Strategy Committee – **It was unanimously agreed that this was an excellent idea and one that was requested of BDC some nine years ago!**
 3. To consider contribution towards the SPPA's costs of obtaining legal advice Reserved Matters – **It was resolved to contribute £700**
 4. Mast - update – No update available
9. **BDC – Review of Babergh's decision making arrangements – To consider our response -** Deferred to July meeting
10. **Planning matters**
 To consider response on applications received upto 13 June 2010 **and subsequently:**
Applications received from Babergh
 1. B/10/00626/FHA – 17 Kirkton Close, Shotley, Ipswich IP9 1QG – Erection of single-storey extension – **No objections**
 2. B/10/00559/FHA – The Wilderness, Estuary Road, Shotley, Ipswich IP9 1PZ – Erection of porch to front elevation and first-floor rear extension- **No objections, but would like assurance that new flat roof could not be used for a balcony at a later stage as would overlook near neighbour**
 3. B/10/00656/FHA – 40 Great Harlings, Shotley, Ipswich IP9 1NY – Proposed single-storey front extension and alterations – **No objections**
 4. B/10/00632 – Corner House, The Street, Shotley, Ipswich IP9 1LG – Erection of single-storey front extension – **No objections** – Note: This application was received subsequent to agenda being published**Applications approved by Babergh**
 5. B/10/00449/FHA – 4 Lower Harlings, Shotley, Ipswich IP9 1QE – Erection of a single-storey front extension

6. B/10/00359/FHA – Dorian House, The Street, Shotley, Ipswich IP9 1LX – Erection of two-storey rear extension

11. **To authorise signing of cheques for payments previously agreed:**

1. Clerk's salary (6.5.10-5.6.10) = 56.50hrs	£526.43
2. Clerk's expenses – subsistence, postage, refreshments for APM, ink, frames, paper	£219.94
3. RFO's salary (6.5.10-5.6.10) = 26.5 hrs	£257.84
4. RFO's expenses – Subsistence	£57.50
5. Community Warden's salary (6.5.10-5.6.10) = 40.10 hrs	£360.90
6. Community Warden's expenses – petrol, wood, bin bags	£19.60
7. Litter Warden's salary (Village) (6.5.10-5.6.10) = 20.5 hrs	£143.50
8. Tess Brown – editing of website = 8 hrs to 10 June	£64.00
9. Matt's Tree and Grass Garden Services	£137.50
10. SALC – Subscription for 2010/2011 + 9 copies of The Local Cllr	£600.20
11. SVHMC – Hire of hall +LCR for 13 SPC meetings Apr 09-Mar 10	£220.00
12. SVHMC – Hire of hall for Over 60's meetings	£276.00
13. SALC – standing orders publication for clerk	£23.00
14. SCC – Photocopying charges (FF)	£13.92
15. Reprographics (FF)	£45.00
16. Age Concern – grant	£100.00
17. SARS - grant	£250.00
18. Optua - grant	£100.00
19. Good Neighbours - grant	£300.00
20. Ganges Fund contribution	£700.00

12. **To consider correspondence received upto 17 June 2010 and any responses required**

- a. Stour and Orwell Estuaries Forum 2010 – Fri 25 June 9-12.30 at Woolverstone – *Clerk, Cllrs Ingram and Wrinch attending along with Gary Richens from the Footpath Group*
- b. SALC – Copy of letter to DoT re “Developing a Ports National Policy Statement: Consultation Document”
- c. Babergh Affordable News for Parish Councils – May 2010
- d. Suffolk COPD Services – Pulmonary Rehabilitation Courses – looking to increase awareness and promote benefits of courses – *requested details to be sent to website and noticeboard*
- e. SCC – Speed Management Guidelines – *To be kept on file*
- f. Suffolk Constabulary – Changes to the opening hours of public enquiry desks at police stations
- g. BDC – Review of Babergh's decision making arrangements – Stakeholders are asked to respond re their preference – more details can be found at: www.babergh.gov.uk
- h. BDC – Postponement of Gypsy and Traveller Awareness Seminar
- i. BDC – Affordable Housing Parish Council Satisfaction Survey and Spring 2010 newsletter
- j. BDC – Babergh Matters – SYNC on front cover
- k. SoS – Members Newsletter No. 10 June 2010

13. Reports from Councillors on matters not itemised on agenda/to be included in next agenda - **None**

Key:

BCT = Babergh Communities Together
BDC = Babergh District Council
BELSP = Babergh East Local Strategic Partnership
CPRE = Campaign for the Protection of Rural England
EERA = East of England Regional Assembly
ENCAMS = Environmental Campaigns
LAIS = Local Authority Information Services
NALC = National Association of Local Councils

PPIB = Parish Plan Implementation Board
SALC = Suffolk Association of Local Councils
SCC = Suffolk County Council
SCHU = Suffolk Coasts and Heaths Unit
SOS = Stour and Orwell Society
SPPA – Shotley Peninsula Parish Alliance
SPC = Shotley Parish Council
SPS = Suffolk Preservation Society
SYNC = Shotley Youth New Crew