

Minutes of the Shotley Parish Council meeting held on Thursday 17th July 2014 at 7pm in the Large Committee Room, Shotley Village Hall

Present: Councillors R Wrinch (Chairman), N Bugg, G Richens, T Ingram, M Williams, G Pugh, I Peters, County Cllr D Woods and Mrs D Bedwell (Clerk).

In attendance: Three members of the public, two police representatives.

1. **To receive apologies for absence :** Apologies had been received from Cllrs B Nichols, J Catling and District Cllrs J Deacon and T Roberts.
2. **To receive declarations of interest** and consider any dispensation requests received: Cllr R Wrinch declared a pecuniary interest on item 13.2. Cllr G Richens to Chair the meeting at that point.
3. **Suspension of standing orders:** *Meeting open for 5 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 on 19 June 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:** No further matters to report.
6. **To receive reports:**
 - 6.1 District Councillor: A report had been received and circulated to all members ahead of the meeting.
 - 6.2 County Councillor: Cllr D Woods appealed to members to report any highways signage that was either faded or obscured by overgrowth, particularly speed limit signs, as it was difficult for the police to enforce such legislation if signs were not visible by drivers. Members were also informed that if signs were not visible due to overgrown hedges, it was the hedge's owner's responsibility to cut it back. Cllr R Wrinch suggested that the PC should approach local land owners and ask them to check their hedges and if they were obscuring any signs. Should they be unable to cut it back, the Parish Council may be able to help. County Cllr D Woods informed members that he had access to the reporting facility for such signs and that he may be able to facilitate the process if matters were reported directly to him. Cllr D Woods also asked the Parish Council to reply to the Children's Centre consultation once it was received.

Cllr D Woods also appealed to the residents of Shotley to utilise the new Sunday bus service, which would start on August 3rd at 9.45am. The service would be monitored closely and it would be a case of either using it or losing it.
 - 6.3 Safer Neighbourhood Team: PC Tyrrell introduced Mr Martin Fortune, who was the new Special Constable for the area. There had been four reported crimes in the month of June: Two burglaries, one of interference with a motor vehicle and one of criminal damage to building. There was a continued increase of theft of catalytic converters and members of the public were advised to have theirs marked free of charge on dates/venues advertised.

PC Tyrrell reported that the police was in the process of producing an extensive list of obscured/not visible or missing highway signage.

Cllr G Richens informed PC Tyrrell of the new learning area at the Heritage Pak and asked that the police remained vigilant when in the area, in an effort to avoid incidents of anti-social behaviour.

6.4 Website: The website continued to be updated whenever new information was provided. The new Sunday timetable would be added to a prominent page.

6.5 Stour Footpath Group: A full report had been presented at the Osac meeting and would form part of the minutes from that meeting. Cllr G Richens also gave members a short verbal update.

6.6 Litter/Loo Wardens: A report had been presented at the Osac meeting and there were no further matters to be reported.

6.7 Affordable Housing: To consider and approve expenditure for Deed of Easement for water connection between new dwellings and allotments: It was necessary for this Easement to be granted in order for the building works to go ahead, therefore it was agreed to approve the expenditure of up to £300 for this legal document. The Clerk had instructed Mr Matthew Cole from Prettys Solicitors to act on the Parish Council's behalf.

- 7. To consider maintenance works needed to vegetation at rear of Lloyd Road (upon the end of the bird nesting season):** It was agreed that Mr Meacock would be instructed to carry out the necessary works. However, other incidents of overgrowth had been identified: In Kitchener Way, the overgrowth in front of residents' houses had been done but not the overgrowth on the opposite side; the footpath from Orwell View to Golden View also appeared to not have been maintained. Cllr R Wrinch reported that some paths had started to be maintained and it was hoped that the remaining would follow. However, maintenance twice a year was clearly not enough and this would need to be reviewed. Cllr G Richens suggested that a list could be compiled of all the areas that still needed to be done (hedges and footpaths) and Mr Meacock asked for a quote to carry out an extra cut a year. **Members were asked to send the Clerk a list of all areas identified so that the quote specification could be put together by the Clerk.**

Cllr G Richens also asked the **Clerk to find out if volunteers would be covered under the SCC insurance when helping to clear overgrowth**, as is the case with grit volunteers.

- 8. To consider quote for the maintenance of vegetation on the footpath between Tudor Close and Visdelou Terrace:** It was resolved to agree the quote received from Mr Meacock for the works proposed.
- 9. To receive and note bank balances:** The bank balances were noted. Community Account £39,089.72, Tracker Account £455.87 and Deposit Account £8,300.23, grand total £47,845.79.
- 10. To consider and approve any further accounts for payment:** It was resolved to approve the accounts for payment.

Payments at Osac meeting:

1. Clerk's salary (111 hrs)	£1173.24
2. HMRC	£286.42
3. E Bugg salary (20 hrs)	£140.00
4. D Bishop's (75 hrs)	£525.00
5. Mr Meacock (grass cutting)	£200.00
6. Impact Landscaping (new steps)	£2436.00
7. Good Neighbours	£300.00
8. Shotley Scouts	£135.00
9. Mr A Petterson (repairs to tennis courts)	£27.15

Payments at Ordinary meeting:

10. Mr S Leach (includes £31.43 for 1&1)	£91.43
11. Clerk's expenses	£60.98

Receipts:

1. L Rowlands pc equipment purchase	£150.00
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11. Clerk's Action List: The Clerk's action list was updated during the meeting.

12. Former H M S Ganges Site – B/12/00500 – update : No further matters to report.

13. Planning matters: To consider response on applications received from Babergh up to 16 June 2014 and subsequently :

13.1 B/14/00559/FUL Jubilee Cottages, The Street- Erection of 2 no. two storey detached dwellings and construction of new shared vehicular access:. Cllr N Bugg had visited s number of neighbouring residents and had received one objection against the development. It was resolved to recommend the approval of this planning application.

13.2 B/14/00510/FUL Charity Farmhouse, Wades Lane- Conversion of redundant agricultural building into 1 no. single dwelling (scheme includes demolition and part demolition of existing buildings on the site). *Cllr R Wrinch left the room Cllr G Richens chaired this section of the meeting.* It was resolved to recommend the approval of this planning application. *Cllr R Wrinch returned to the meeting.*

14. To receive and note correspondence and consider any responses required: Cllr N Bugg had received a letter from a resident regarding the footpath between Bullfields allotments and the cottages on The Street. Deferred to the next Osac meeting.

15. Reports from Councillors on matters not itemised on agenda/to be included in next agenda
Cllr T Ingram had received complaints from residents in Kitchener Way about the noise being made on the playing field.

Cllr G Pugh asked the Clerk to request permission from Haylink re access onto the swimming pool, as he wished to visit the site with a number of members with regards to possible progress with the Community Use Project, which he had recently become a member of.

Cllr G Richens again reported the uncovered manhole near Whinney Queech, which had already been reported to Anglian Water on a number of occasions.

Cllr R Wrinch reported that he was due to have a meeting with Babergh District Council regarding the re-alignment of the footpaths and would report to members in due course.

Cllr M Williams gave her apologies to the August PC meeting.

With no further matters to be transacted, the meeting ended at 8:35pm.

Date of next meeting: 14 August (OSAC), 21 August (Ordinary)

Signed: _____ Date: _____