

Minutes of the Shotley Parish Council meeting held on Thursday 22nd October 2015 at 7:15pm in the Large Committee Room, Shotley Village Hall.

Present: Cllrs B Nichols (Chairman), J Catling (Vice-Chairman), G Richens, M Williams, S Pallant, N Green, T Ingram, G Pugh, District Cllr D Davis, County Cllr D Woods, Mrs D Bedwell (Clerk) and five members of the public .

- 1. To receive and consider apologies for absence:** Apologies had been received from District Cllr P Patrick.
- 2. To consider the co-option of a new member onto the Council:** Deferred to the next meeting.
- 3. To receive declarations of interest and consider any dispensation requests received:** Cllr T Ingram declared a pecuniary interest on any matters pertaining to the Gate Warden and WC's. However, Cllr T Ingram wished to report on recent events involving the warden's bins which are kept at his property. For the purpose of this report, members agreed to give Cllr T Ingram a one meeting dispensation, to be effective during this meeting. Cllr N Green declared a non-pecuniary interest on item 8.6 and Cllr G Richens declared a non-pecuniary interest on item 8.1.
- 4. Suspension of standing orders:** *Meeting open for 10 minutes to allow members of the public to speak:* Mr B Ives reminded members of the upcoming Remembrance celebrations and appealed from help from the Parish Council to help find volunteers for the Poppy sales and collection of donations.
- 5. To approve Minutes of the Parish Council Meeting held 17 September 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:** No further matters to report.
- 7. To receive reports:**
 - 7.1 District Councillor: District Cllr D Davies gave members a verbal report: Cllr D Davis had made enquiries regarding the recent application for 20 static caravans at the Gate Farm Road site. Planning permission had been granted in 1996 for a maximum of 13 but the current application was looking to increase that to 20. According to the applicant, it was expected that the static caravans would be occupied by over 55 year olds. The Shotley Pier was expected to go under the hammer in the next few days. Babergh District Council had indicated that they may consider the site for future investment but that would depend on whether the site was sold to an independent investor or not.
 - 7.2 County Councillor: A verbal report was also received from County Cllr D Woods, including: The tendering process for community transport was well underway but with the budget being cut by half, there were no certainties as to what might happen and whether any services may be lost. Faster Broadband provision to the whole of Shotley was expected to be concluded in 2016.
 - 7.3 Safer Neighbourhood Team /Police: A report had not been received.
- 8. To receive reports from Committees/Working Groups and agree any actions that may be needed:**

- 8.1 Open Spaces and Amenities Committee: A brief report was received from Cllr G Richens, including: A recent funding application submitted to the Suffolk Foundation “Keep Britain Moving” had been successful to the tune of £2,100. With £5,500 already pledged by SCC Rights Of Way towards the £9,700 cost of finalising the works to the Marsh Lane footpath, this left a remaining £2,100, which the Parish Council agreed to fund. Works were expected to start in December of this year.
- 8.2 Noticeboard Working Group: *Standing Orders were suspended to allow Mrs June Lawford-Randall to speak*: The editorial committee had considered the possibility of using colour in the production of the Noticeboard and for the document to be printed on white rather than yellow paper. Members discussed the various aspects of the proposed changes, including any possible increase in advertising and printing costs and it was agreed that the editorial committee would meet in order to put together their proposal. Mrs June Lawford-Randall was thanked for taking on the role of Noticeboard Editor. The next deadline for inclusion of material on the Noticeboard was November 15th. *Standing Orders resumed*.
- 8.3 Website Working Group: A brief report was received from Mr D Davis.
- 8.4 Village of the Year Working Group: The celebratory event had been a success and the various dignitaries and representatives who had attended congratulated all those who had been involved with the process and Shotley as a whole. The sale of a raffle had raised £313.00, which had been donated to the Village Hall, who had not charged the Parish Council for the various times the hall had been used for the judges’ visits. The leftover food had been donated to a fundraising event organised by the Sailing Club and this alone had managed to raise a further £420.00. The remaining beverages had been donated to the WI for their dinner ball.
The prize money for the award had been received by the Parish Council. Members agreed that parishioners should decide how the money would be spent and an appeal would be made for nominations to be put forward to the Parish Council for consideration.
- 8.4 Shotley Youth Summer Recreation Working Group- To consider and approve Terms of Reference and membership: Cllr G Richens had produced the starting point document, which had been circulated to members ahead of the meeting. It was agreed that such a working group would need to include young people, as well as parents of young people in order to move the project forward. An appeal for further membership would be placed on the Noticeboard and website and the Terms of Reference document would be finalised once the working group was formed. Cllr G Richens was thanked by members for putting together the draft Terms of Reference.
- 8.5 Shotley Gate Community Shop Committee- To receive update re “Ship’s Rations”: Members were informed that the person who had been managing the “Ship’s Rations” had recently left and that the staff of The Bristol Pub had since been running it on a voluntary basis. It was understood that further volunteers would be needed if the shop was to remain open. It was agreed that further discussion was needed with the manager of the Bristol Pub in order to ascertain if anything could be done to ensure the continuity of this service provision. It was agreed that Cllrs B Nichols and S Pallant, as well as the Clerk, would have an initial meeting with the Bristol Pub manager in order to consider possible ways forward. To be added to the next agenda for a follow up and further consideration.

9. Finance:

- 9.1 To receive and note bank balances: The bank balances were noted by members.
- 9.2 To consider and approve any further accounts for payment: It was resolved to approve the accounts for payment, as follows:
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| 9.2.1 | Cllr G Richens expenses | £172.76 |
| 9.2.2 | Realise Futures (new waste bins) | £741.60 |
| 9.2.3 | Prettys (Deed of Easement for Affordable Housing) | £1,746.00 |
- 9.3 To receive and consider External Auditor's Report and recommendations: The External Auditor's report had been circulated to members ahead of the meeting and the recommendations therein were noted.
- 9.4 To agree date for the next Finance Working Group to review half year accounts and draft budget for 2016/2017: To be organised by e-mail.

10. UK Power Networks proposal for new 33Kv underground cables-update: Deferred.

11. Gate Farm Caravan Park-update: Cllr D Davis had already reported on this matter and a further report was received from Cllr G Richens, who had recently visited the site.

12. To ratify decision to register Shotley Pier as an Asset of Community Value: Part of this process was to justify why the site was a community asset and taking that it had not been used by the community for a considerable time, this would be difficult to prove. Other than its heritage value, ie, how it had been used in the past, members felt that it was too soon to start this process as no sufficient evidence would be available. A process to justify its community value would need to be started in order to gather evidence for the process, therefore it was agreed to cancel it for the time being and consider it again in the future should that be necessary.

13. To consider proposal for a lockable bollard to be installed at the entrance to Marsh Lane: It was resolved that this would no longer be a consideration.

14. 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.

15. Planning matters:

- 15.1 To consider response on applications received from Babergh and note any decisions made: B/15/01017 Hillgate House, Bristol Hill- Change of use from shop to domestic use: It was resolved to recommend the refusal of this planning application.

B/15/01201 13 Orwell View Road- Application of external wall insulation: It was resolved to recommend the approval of this planning application.

- 15.2 To receive and note correspondence and consider any responses required: No further correspondence had been received.

- 15.3 Ganges- update: District Cllr D Davis had informed members that an update was imminent.

16. To receive the play areas risk assessment and note recommendations: The play areas inspection had been circulated to members ahead of the meeting. The Clerk would be preparing a schedule of the works needed in order to address any issues raised.

17. Reports from Councillors on matters not itemised on the agenda/to be included in next agenda:

Cllr N Green reported that a vehicle appeared to have been abandoned on Link Road, as it had been parked in the same spot for a number of days. Matter may need to be reported to the police if this vehicle continued to remain in place.

Cllr M Williams reported that two further complaints had been received from residents about the ramp/path outside the Shotley Street Post Office. The Clerk confirmed that the re-surfacing was already on the SCC Highways schedule of works but that no clear date had yet been agreed.

Dispensation agreed: Cllr T Ingram gave members an update on the litter warden's bins situation. There was some confusion between the two Babergh DC departments that emptied bins in the area depending on whether they were domestic waste or not. Furthermore, the waste collection service had only just recently seemed to realise that the litter warden had the use of an additional bin, which had been supplied to the Parish Council some nine years previously! The current situation was yet to be resolved but all bins continued to be emptied for the time being.

Cllr G Pugh informed members that all 200 Stour Footpath Group calendars had been sold and that any further requests would need to be ordered.

Cllr G Richens reported that one of the members of the Stour Footpath Group's, who is learning to play the keyboard, had had a word with his tutor and his tutor had agreed to play Christmas Carols at the Quarter Deck on the Heritage Park. This would be a free event and the dates that had been suggested were either the 5th or the 12th of December. Cllr G Richens wished to know if the Parish Council could give permission for such an event to take place, which was approved by members. It was agreed that for insurance purposes, this would need to be an event organised by the Stour Footpath Group in conjunction with the Parish Council.

Cllr M Williams gave her apologies for the following Osac and Parish Council meetings.

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

Date of next meeting: 12 November (Osac) and 19 November (PC)

Signed: _____ Date: _____