

Minutes of a meeting of the Shotley Parish Council held on Thursday 15th June 2017 at 7:15pm at the Shotley Village Hall.

Present: Cllrs B Powell (Chairman), B Higgs (Vice-chairman), M Williams, N Green, R Green, J Catling and Mrs D Bedwell (Parish Clerk).

County and District Councils: Cllr D Woods and Cllr D Davis.

Public gallery: Mr and Mrs Humphries, Mr and Mrs Kallarn, Mr N Bugg, Mr and Mrs Coulson

- 1. Presentation of Community Awards:** Shotley Parish Council Community Awards were presented to Mrs Maureen Coulson and Mr Andrew Coulson.
- 2. Apologies for absence:** Apologies had been received from Cllrs R Wrinch, B Nichols and P Merrin. Apologies had also been received from District Cllr P Patrick.
- 3. Declarations of interest with regard to items on the agenda and additions to register:** None received.
- 4. Reports**
 - (i) County Councillor's report: County Cllr D Woods reported on a number of updates and gave those present an overview of how his support for Shotley had been evidenced over the many years during which he had been the area's County Councillor.
 - For those who remembered the incident pertaining to the tyres that had been disposed of on the foreshore some years ago, his close working relationship with the Estuaries and Environmental Officers, as well as County and District Councils, had been instrumental in assisting the Parish Council to reach a satisfactory solution
 - The presently very successful ferry service had been borne through his connections with Haven Gateway
 - Cllr D Woods had led the initiative that had resulted on the Sunday Bus service and Buzzabout
 - Cllr Woods had also campaigned successfully for the "20's Plenty" near the Shotley Primary School and through his constant chasing of local authorities he ensured that Shotley was one of the first villages on the Peninsula to get Broadband
 - Cllr Woods consistently pursued SCC Highways matters on behalf of the Council and there most probably wasn't a local group/organisation that at some point had not benefited from his limited but generous Locality Budget
 - Cllr Woods' Local Government knowledge was also second to none and available to whoever may need advice or guidance on it

In general, County Cllr Woods had worked tirelessly to ensure that the Parishes he served were well looked after and Shotley had benefit very well from that over the years.

Cllr N Green asked Cllr D Woods if the cones restricting parking on the A14 lay-byes near the Orwell Bridge would be removed. Cllr Woods replied that a decision had been made jointly by the Police and Highways to close the lay-byes for the foreseeable future in an effort to deter suicide attempts.

Further to the request made at the previous PC meeting, Cllr D Woods was informed that there was a redundant post box in Kesgrave. Cllr Woods agreed to make enquiries as to whether it would be possible for it to be transferred over to Shotley Gate (Bristol Hill).

- (ii) District Councillor's report: District Cllr D Davis reported on the three vacant properties in Kingsland and that they were currently being assessed. There was a very good chance that they may be demolished and replaced with new housing.

Cllr D Davis referred to Babergh's lack of 5 year land (housing) supply due to the fact that a much smaller number of houses had been build in the District and there was a great shortage that would have to be addressed. This would affect Local Policies and the presumption would be in favour of sustainable development-there had to be significant reasoning against an application in order to impact it, and even then the decision could be challenged in court, which could become extremely costly for planning authorities. A number of sites had been identified in the region as suitable for future developments and developers were rushing to submit plans for consideration.

The consultation on the Boundary Review was being circulated so members could express their views.

Cllr J Catling asked if there were any updates on Shotley Lodge. Cllr Davis replied that steel plates would be installed and then filled with concrete (process which had been brought forward due to the collapse of a section of the cliff above the development).

Cllr B Powell added that he and the Clerk had expressed their concern when they had visited the site and spoken with the site manager at the start of the works. They had been assured that it would not be necessary to reinforce the cliff at that stage, which both had found surprising then.

District Cllr D Davis was also asked if there were any updates on the Gate Farm Road Caravan Park, to which he replied that further investigations had been carried out and enforcement action was ongoing.

5. To approve Minutes of the meeting held 18.05.2017: It was resolved to approve the minutes as a true record of the meeting held.

6. Suspension of standing orders: *Meeting open for 5 minutes to allow members of the public to speak:* **Meeting open** – Mr N Bugg reported again that the manhole cover near the old Police House was still in need of repair, although the Clerk had already reported it. Mr Bugg was informed that a team had placed yellow markings around it, an indication that the local authority was aware of it.

7. Finance

- (i) To consider funding application from the First Responders: Deferred as representative was on annual leave.
- (ii) To consider request for financial support from Suffolk Coasts & Heaths AONB for the production and printing of the next edition of the Shotley Walk Explorer Guide (£800): Cllr B Powell had been approached with this enquiry. The publication was already being financially supported by Cllr D Woods' budget and W.A.W.

Members felt that £800 was a considerably high contribution to be made at such a financially challenging time for the Council when other local initiatives would better benefit from that funding. Cllr N Green asked what the benefits of such a publication would be to Shotley, as a whole. Members also agreed that they would like to see the draft document before they made a final decision- deferred to the next meeting.

- (iii) To consider and approve accounts for payment and note bank balances: It was resolved to approve the accounts for payment, as follows:

Payments:

1. Shotley and Erwarton Good Neighbours Funding	£200.00
2. Clerk salary	£1,492.11
3. HMRC (Tax, NI and Employer NI)	£453.47
4. E Bugg (Shotley Warden)	£168.00
5. Mr D Davis (Website)	£480.00
6. Mr A Keeble (Shotley Gate Warden)	£420.00
7. Cllr M Williams (APM)	£30.34
8. Miss S Ratcliffe (Bristol Hill conveniences)	£308.00
9. S A Meacock (grass cutting)	£220.00
10. Marine Management Organisation	£1,222.00

(still being disputed as not incurred by Parish Council)

Receipts:

1. Resident's contribution towards tree works	£150.00
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- (iv) To consider and approve the annual accounts for year ended 31 March 2017 (as recommended by FWG): It was resolved to approve the accounts for the year ended 31 March 2017. The Parish Clerk was congratulated on the very high standard of the accounts and relevant documentation.
- (v) To consider and approve the Asset Register for the year ended 31 March 2017: It was resolved to approve the Asset Register.
- (vi) To approve the Accounting Statements 2016/2017 (Section 2 of the Annual Return for year ended 31 March 2017: It was resolved to approve the Accounting Statements for 2016 / 2017.
- (vii) To appoint Internal Auditor to the Council: It was resolved to approve Salc as the Internal Auditor.
- (viii) To approve the notes of the Finance Working Group meeting held 08 June 2017 and consider the recommendations made: Recommendations for the Annual Accounts had already been considered. The approval of the notes was Deferred.

8. Planning matters

- (i) To consider applications received from Babergh District Council: No applications had been received.
- (ii) To note Approvals/Refusals: **B/17/01036 Hill House, Wades Lane**- Part conversion of

redundant agricultural building into laundry room ancillary to serve holiday lets- **Planning Permission Granted.**

- (iii) Planning Correspondence: Including Ganges: Discussions had recently taken place with the developers, who very much wished to remain in contact with the Shotley Parish Council in order to ensure that the village's needs were met as much as possible.

In the past, one of the recommendations made by the PC had been to reinstate the Olympic size swimming pool on the site. This was now clearly no longer a financially viable option if the losses made by commercial swimming pools in neighbouring towns was anything to go by (Crown Pools being a typical example).

The initial feasibility study would cost in excess of £40,000 and all that it would achieve would be to confirm that not only would the cost of re-instating the pool be prohibitive (due to its dilapidated state and amount of asbestos on site) but also the venture would not be financially viable as an investment opportunity.

This was not to say that at some point in the future a swimming pool would not be a consideration, particularly once the current developments at Ganges and the Marina were finalised, but not specifically on the existing site and of the existing size.

It was therefore resolved that the Parish Council would confirm with Galliard that it was in agreement that the Feasibility Study funds of approximately £40,000 were instead used to finance other worthy causes in the village. Once the developers and the planning authority agreed to continue without the swimming pool as part of the Section 106 agreement, then the Parish Council would be able to progress with the public consultation process needed to establish how those funds should best be spent in order to benefit residents in a commensurate manner.

This view would be passed on to the developers and further considerations would be made during future pc meetings as appropriate.

A number of local projects and initiatives had already been identified, such as new recreational facilities, the Pier Project, the village hall car park, an alternative meeting room within the Ganges development, etc which were worthy causes for future investment.

- 9. UK Power Networks project:** To receive update and consider re-instatement plan proposals: Cllr B Powell reported on UK Power Network's planned reinstatement of the Winney Queech site once works were completed and how the Parish Council was expected to contribute with ideas for an additional piece of play equipment, as a gesture of good will for the disturbance caused. It had also been agreed that the fence on Stourside would be re-instated once works were completed.

- 10. Highways:** To receive update and consider any actions needed with a financial implication: A brief update was received. Cllr B Powell had spoken with Mr Colwill and agreed the locations where the Q90th new benches could be sited; A definitive answer from SCC Highways was still outstanding regarding the reinstatement of the footpath access on Stourside and the moving of the village sign (which would also need to be re-painted). A ceiling figure of £200 was agreed for the costs associated with the village sign.

- 11. To consider request received from a resident to place a sponsored memorial bench along the**

waterfront: It was agreed that there was already an excessive number of benches on the waterfront but that an alternative item, such as a tree with a dedicatory plaque, would be acceptable. Parishioner to be informed of members' decision and resolution to be reported at the next meeting.

12. Shotley Village Hall:

- (i) Broadband / internet access: To receive update and consider any further action by the Parish Council: Deferred.

- (ii) Request for letter of support for car park improvements funding application- to receive update: Questions were asked as to whether Cllr B Powell had found out the reason behind the wording used in Mr I Peter's last e-mail regarding this matter. It appeared that it might have been because a positive response had not been forthcoming from Cllr B Powell and that the request for a letter of support had instead been put forward for consideration at the following parish council meeting.

As a former parish councillor himself, Mr I Peters would have been aware of the process whereby such requests must be approved by full council and not by individual members.

Members were in agreement that the Parish Council would always be supportive of any initiative that would ultimately benefit the village and parishioners, therefore it was agreed to prepare a letter of support.

13. Administration:

- (i) To receive Clerk's update: Received.

- (ii) To note amendment to agreement between Sodexo (Community Payback Team) and the Parish Council: The amendment was noted by members.

- (iii) To approve outstanding Committees/Working Groups membership and liaison Councillors
 - a) Employment Committee Appeals: Cllr R Wrinch (remaining membership to be agreed) - The remaining members were agreed as Cllrs B Higgs and R Green.
 - b) Complaints Committee: Cllrs B Powell and R Wrinch (remaining membership to be agreed).The agreed remaining member was Cllr R green.
 - c) Complaints Committee Appeals: No appointments. Due to the difficulty in appointing members, the Clerk put forward a suggestion to change the current Complaint's Policy so that an independent Parish Council could be appointed as an Appeals Committee. This suggestion was well received by members. Clerk to action.

14. To note any further correspondence received and agree any response needed: All

correspondence received had been circulated to members or included on the agenda for consideration. One item of correspondence from Anglian Water remained to be actioned and the Clerk asked members to please respond at their earliest opportunity.

15. Reports from Councillors on matters not itemised on agenda/to be included in next Agenda (no decisions with a financial implication are permitted to be made at this point and should be added to a future agenda for consideration): Cllr J Catling reported that the marina had recently installed two additional dog bins, which they would be responsible for emptying.

16. Chair's urgent business: any items not on this agenda but of such urgency as to merit, in the

Chair's opinion, immediate action: Cllr B Powell informed members that, although not an item of urgent nature, he would however like to report that he had recently entered a honey competition at the Suffolk Show and had been the proud winner of two cups and a First Prize, for which he was congratulated.

17. Date of next meeting: 20th July 2017: Noted. Cllrs J Catling and M Williams gave their apologies.

18. Suspension of standing orders: *Meeting open for 5 minutes to allow members of the public to speak:* **Meeting open:** Mrs P Humphreys suggested that as local businesses were likely to benefit more than anyone else from the Explorer Guide, they should be asked to contribute towards its production costs. Members considered this a very good idea indeed and Cllr B Powell agreed to approach local business owners.

Temporary exclusion of press and public: *That pursuant to the Public Bodies (Admission at meetings) Act 1960 the Public and Press be excluded from the meeting due to the confidential nature of the business to be discussed*

19. Administrative and legal matters- To receive updates and agree any further actions:

- (i) To approve the Confidential minutes of the meeting held 18.05.2017
- (ii) To approve the Confidential notes of the Finance Working Group meeting held 08 June 2017
- (iii) Contracts, Tenders and Legal Matters: To consider and approve recommendations from the Finance Working Group

With no further matters to be transacted, the meeting ended at 9.25pm.

Signed: _____ Date: _____