

**Minutes of a meeting of the Shotley Parish Council held on Thursday 16<sup>th</sup> November 2017 at the Village Hall, The Street, Shotley.**

**Present:** Cllrs B Powell (Chairman), B Nichols, M Williams, N Green, R Green, J Catling, R Wrinch, G Richens and Mrs D Bedwell (Parish Clerk).

**County and District Councils:** County Cllr D Woods and District Cllr D Davis. District Cllr P Patrick's apologies were noted.

**Public gallery:** Fifteen members of the public.

Whilst waiting for the meeting to start, Cllr B Powell informed those present of the good news, that Royal Mail had confirmed that a new post box would be placed on Bristol Hill, following many requests by the Parish Council over the past two years.

- 1. Apologies for absence:** Apologies had been received (and were approved) from Cllr B Higgs.
- 2. Welcome new Councillor onto the Council, including the signing of the Declaration of Acceptance of Office and Declaration of Interests:** Cllr G Richens was welcomed onto the Council and signed the Declaration of Acceptance of Office form.
- 3. Declarations of interest with regard to items on the agenda and additions to register:** Cllr R Wrinch declared a pecuniary interest on item 11 (part pertaining to his land); Cllr G Richens declared a non-pecuniary interest on general matters pertaining to Shotley Open Spaces and pecuniary for cheque payment under accounts for payment.
- 4. Reports**
  - (i) County Councillor's report (D Woods): A report was received from Cllr D Woods.
  - (ii) District Councillor's report (P Patrick): A report was not available and Cllr P Patrick's absence had been noted.
  - (iii) District Councillor report (D Davis): A report was received from Cllr D Davis.
- 5. Public participation at meetings** (Meeting open to the public to allow members of the public to speak): A brief update was received with regards to the Shotley Village Hall car park project funding position (close to £15,000 had been secured) and a request for the Parish Council to consider having a dedicated Facebook page had been received.
- 6. To approve the minutes of the meeting held 19<sup>th</sup> October 2017:** It was resolved to approve the minutes as a true record of the meeting held. This approval was followed by a number of queries from Cllr G Richens, who had abstained.
- 7. To approve the minutes of the Extraordinary meeting held 1<sup>st</sup> November 2017**
  - (i) Item 5- BDC/MSDC Local Plan Consultation representations: The representations approved at the Local Plan consultation meeting had been submitted by the Clerk and the next stage of the consultation would follow.
  - (ii) Item 7- Phase 3 considerations-To note findings and Council Resolution: It was resolved to defer this item to the next meeting.

The Clerk reminded members that the approval of the minutes, which had been circulated to members ahead of the meeting, still needed to be considered, as per main agenda item. It was resolved to approve these minutes as a true record of the meeting held. Cllr G Richens abstained.

## **8. Finance and administration**

- (i) To consider and approve accounts for payment and note bank balances: It was resolved to approve the accounts for payment. It was noted that Cllr G Richens, as chairman of S.O.S. was aware that their current insurance policy did not cover for the works recently carried out and for which the reimbursement in question was. *Cllr Richens added that these works had been carried out by the Community Rehabilitation Company under the guidance of the Shotley Open Spaces volunteers and with the supervision of their Supervisor.*
- (ii) To consider application for funding from the Shotley Community First Responders: It was resolved to approve funding of £250.00.
- (iii) To consider sponsorship of one of Holbrook Academy's Awards: It was resolved to approve this funding application for £30.00, with a recommendation that it went towards the "Work in the Community" award.
- (iv) To consider initial ideas for a new Parish Council logo (raised by Cllr N Green): A brief discussion ensued and it was agreed at this point that suggestions for a new logo could be put forward for further consideration by members in the future but that it should remain in line with the current village sign.
- (v) Clerk's report: A report was received from the Clerk, which included details of the recently attended Data Protection Regulations briefing and future financial and administrative implications of this.

## **9. Planning matters**

- (i) To consider applications received from Babergh District Council@
  - a) DC/17/05380 1 Visdelou Terrace, Shotley - Outline application (all matters reserved) - erection of one dwelling, double garage and vehicular access: It was agreed that Cllr N Green would consult neighbouring residents and that feedback would be given to members so that a recommendation could be made in due course.
  - b) DC/17 05465 22 Orwell View Road, Shotley- Erection of two storey side and single storey front extension - Same as above, this time by Cllr M Williams.
- (ii) To note Approvals/Refusals: No further approvals/refusals received.
- (iii) Planning Correspondence: None received.
- (iv) Gate Farm Road Caravan Park- update: A brief report was received. It was noted that new drainage appeared to have recently been installed on the site and a recommendation was made that this was reported to the Environment Agency.
- (v) Shotley Neighbourhood Plan consideration - to agree meeting date: It was resolved to postpone the initial meeting with Babergh representatives to January due to more pressing matters, such as the emerging Local Plan consultation.

## **10. UK Power Networks- To receive update and agree actions regarding:**

- (i) Whinny Queech reinstatement and public consultation: A meeting had been held with BDC and UKPN representatives. A public consultation would be taking place in order to agree how the area, including the fencing, should be reinstated. Plans were currently in the process of being prepared and would form part of a village wide exercise in due course.
- (ii) Play areas contribution: Following recent negotiation at a meeting attended by Cllrs N Green, B Powell and the Clerk, UK Power Networks had agreed to increase their total contributions towards the play areas to £10,000. This amount would be ring-fenced for exclusive use in play equipment provision. There were some £25,000 currently held by Babergh District Council in S.106 funds and another £25,000 earmarked by the Parish Council for new play equipment. It was hoped that the additional £10,000 would place the Parish Council in good stead to apply for additional external funding for much needed play equipment at both Kingsland and Lloyd Road.
- (iii) Heritage Park (Cliff) and footpath reinstatements: A meeting had recently been held with SCC Rights of Way Ms Annette Robinson, the Chairman and Clerk of the Parish Council and UK PN representatives. The area recently damaged by drilling works, which included part of the footpath and surrounding cliff area, were expected to be reinstated once works were completed. Reinstatement materials had been agreed with the Rights of Way team and the Parish Council and a full survey of the affected area would be carried out in due course.

The Parish Council had also invited Ms Robinson to attend the December meeting in order to give a brief presentation on Rights of Way and footpaths matters in Shotley.

Members were informed that a local resident was keeping a photographic record of the drilling works and a suggestion was made, and accepted, that a copy of this record was kept by the Parish Council.

## **11. Suffolk Coast and Heaths - Proposed Undergrounding Scheme:** To consider whether to agree in principle with the scheme as the land owner (allotment land at Church End) and confirm in - principle support for the project as the local Parish Council: Cllr R Wrinch declared a pecuniary interest on part of the consideration, which affected his land.

*Cllr R Wrinch was excluded from the section of proceedings which involved his land but was allowed to remain in the room for the general decision in principle.*

It was resolved to agree in principle on both counts (as land owner of the allotment land and as the Parish Council).

## **12. Facilities and Open Spaces- To receive update and agree actions regarding:**

- (i) Bottom of Bristol Hill (Anglian Water works): Part of a letter received from Anglian Water was read to members. The project would continue as planned despite concerns raised due to the point of drainage exit being near the beach used by the public.
- (ii) Shotley Gate Post Box: An update had already been received.
- (iii) To consider the installation of a bollard at the entrance to the allotments, The Street (raised by Cllr M Williams): It was agreed that before a final decision was made, the views of the Allotment Warden would be sought.

- 13. To receive report on meeting held with SCC Highways re. Ganges access roundabout and agree any actions:** A brief report was received. Representatives from the Ganges development and SCC Highways were due to hold further meetings and a number of surveys and traffic assessments would be carried out in order to ascertain the viability of a priority junction instead of the currently approved roundabout plans. SCC Highways had been specifically asked to include traffic figures from Kitchener Way in their consideration, as this was the main access/exit point for some four hundred dwellings.
- 14. To note any further correspondence received and agree any response needed:** No further correspondence had been received.
- 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): Mrs J Lawford Randall's suggestion for a dedicated Parish Council Facebook page was re-iterated; the damaged "no dog" sign at Kingsland play area was still awaiting repair.
- 16. Public participation at meetings** (Meeting open to the public to allow members of the public to speak): There were no comments from the public.
- 17. Date of next meeting:** December 5<sup>th</sup> 2017. Cllr B Nichols gave his apologies for this meeting.
- 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*
- 18. To approve the Confidential minutes of the meetings held 19<sup>th</sup> October and 1<sup>st</sup> November 2017 and note any resulting actions:** The minutes of November 1<sup>st</sup> had already been approved. The confidential minutes of 19<sup>th</sup> October were deferred as they would be re-worded in line with Salc's recommendations.
- 19. To agree date for the Employment Committee meeting:** November 28<sup>th</sup> 2017, 7.00pm.

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