

**Minutes of a meeting of the Shotley Parish Council held on Thursday 18<sup>th</sup> January 2018 at the Village Hall, The Street, Shotley.**

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

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

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

1. **Apologies for absence:** Apologies had been received from Cllr B Higgs and G Richens.
2. **Declarations of interest with regard to items on the agenda and additions to register:** Cllrs R Wrinch and B Powell declared a pecuniary interest on item 10 (iii).
3. **Reports**
  - (i) County Councillor's report (D Woods): Apologies received.
  - (ii) District Councillor's report (P Patrick): Cllr P Patrick's report was read to those present.
  - (iii) District Councillor's report (D Davis): A very brief report had been circulated ahead of the meeting.
4. **Public participation at meetings** (Meeting open to the public to allow members of the public to speak): Members of the public referred to the muddy state in which the recent UKPN roadworks had left the road and members agreed that a road sweep/clean should be requested. There was also concern raised at the possibility that sewerage was being discharged onto the fresh water Brook adjacent to the river Orwell from Gate Farm Caravan Park, which could also represent a risk to the farm animals nearby. The Environment Agency had been informed.
5. **To approve the minutes of the meeting held 5<sup>th</sup> December 2017:** It was resolved to approve the minutes as a true record of the meeting held.
6. **Finance and administration**
  - (i) To consider and approve accounts for payment and note bank balances: It was resolved to approve the accounts for payment as per circulated list.
  - (ii) To consider and approve the precept and budget for 2018/2019 (as recommended by the Finance Working Group): It was resolved to approve the Finance Working Group recommendations with regards to the accounts and the precept was set at £58,830 (an increase of 2.9% on last year's and in line with current rate of inflation).
  - (iii) Clerk's report: Items would be reported on as and when addressed via agenda items.
7. **To consider nomination of guest (Chairman) to attend the Buckingham Palace Royal Garden Party on Thursday 31<sup>st</sup> May 2018 (criteria circulated):** A draw selection process resulted in Cllr B Powell being nominated.

## 8. Planning matters

- (i) To consider applications received from Babergh District Council: None received.
- (ii) To note Approvals/Refusals:
  - a) **DC/17/03738 32 Blake Avenue, Shotley Gate** - Erection of 1 No end of terrace dwelling and provision of 3 No. car park spaces: Planning Permission granted.
  - b) **DC/17/05465 2 Orwell View Road, Shotley** - Erection of two storey side and single storey front extension and conversion of garage to form additional living accommodation: Planning permission granted.
  - c) **B/03/00074 Land North and South of, King Edward VII Drive, Shotley**- Non-Material Amendment: Erection of 9 no dwellings with ground floor office use, 3 no flats with ground floor workshop use and 4 no B1 Business Units. Provision of associated parking. Construction of new sea wall. Amendments to: Fenestration & Elevations; Internal layouts; & External Balconies: Planning permission granted.
  - d) **DC/17/05380 1 Visdelou Terrace, Shotley** - (OA, AMR) Erection of 1 No. dwelling, garage and creation of vehicular access: Planning permission granted.
  - e) **DC/17/04524 Peartree Farm, Main Road, Shotley** - Use of land for stationing log cabin for occupation by agricultural worker: Planning permission granted.
- (iii) Planning Correspondence: A tree Preservation Order notice had been received (TPO/429 Mature Lime-Land at Tudor Close, Shotley Gate)
- (iv) To receive updates on ongoing planning issues and agree any actions:
  - a) Gate Farm Road Caravan Park: There was a general expression of disappointment that although a number of breaches had been reported to local authorities, such as BDC planning enforcement and the Environment Agency, issues did not appear to be addressed and concerns continued to rise.
  - b) Ganges: The results of a traffic survey pertaining to the access roundabout considerations were still awaited.

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

- (i) Drilling Works and highways excavations: A brief update was received.
- (ii) Coastal footpath resurfacing and sheet piles damage: SCC Rights of Way had confirmed that correct material had now been used and this matter had been resolved. Additional feedback was still pending regarding the movement of the sheet piles.
- (iii) Winney Queech reinstatement consultation: A brief update was received, which included confirmation that the earmarked funding of £10,000 towards the play areas had been approved and the agreement was ready to be signed by the Clerk.

## 10. Facilities and Open Spaces- To receive update and agree actions

- (i) To receive report on meeting held with SCC Rights of Way re. storm damage to coastal footpath (bottom of Bristol Hill going in a westerly direction): Mrs Jane Burch (Flood and Coastal Policy Manager,

**The draft minutes from the Shotley Parish Council meeting held on 18 January 2018  
are subject to change upon approval by the Parish Council**

Suffolk County Council) had accompanied the Clerk and members of the council on a site visit in order to look at the damage caused by Storm Eleanor. The Clerk gave those present a detailed report of findings, which was supported by Cllr R Wrinch, who had also met with Mrs J Burch over a different matter.

It had been agreed that various technical assessments of the recent damage would be necessary in order to ascertain costs and feasibility of any repairs. This would be followed by a multi-agency meeting with the Parish Council to consider how to best progress this matter, including the future of Phase 3.

- (ii) To note Natural England's informal consultation meeting at the Lawford Venture Centre on February 12<sup>th</sup> 10am-12noon (actual consultation between 26.01.18 and 20.04.2018) - considerations over the southern boundary of the Suffolk Coasts and Heaths AONB: Noted.
- (iii) To note launch of the latest Shotley Explorer Walks Guide on Tuesday 20<sup>th</sup> February 11am: Details about the venue were added and noted.
- (iv) Anglian Water - To receive update and consider formal letter of thanks for recent help with footpath repairs: A brief update was received.
- (v) To consider and approve the Shotley Open Spaces maintenance schedule 2018: It was noted that some of the conditions attached to the approval of the 2017 schedule had not been observed but remained in place and were expected to be adhered to.

Current risk assessment arrangements, as well as the fact that the Chairman of SOS was a member of the Council, were also discussed. It was agreed that the maintenance schedule for 2018 should be approved, subject to the same conditions being observed and that in the meantime the Clerk would look into whether the existing risk assessment met the Parish Council's insurers' requirements.

**11. To note any further correspondence received and agree any response needed:** There was no further correspondence to consider.

**12. 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 R Wrinch reported on matters pertaining to saltmarsh maintenance on his land and that he would soon be able to assist with the maintenance of the verge between Styngnam Cottages and Corner Garage, providing some of the rubbish was cleared beforehand. Clerk to organise litter pick.

Cllr R Wrinch also suggested that he would speak with the landowner of the land opposite and ask if the overgrowth on that side could be cut back, for which he was thanked.

**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.*

*Cllr R Wrinch also left the meeting at this point as he needed to attend to other matters.*

**13. Contracts and Tenders:** To consider and approve content of specification document: It was resolved to approve the documents with the additions suggested.

**14. To approve minutes of the Employment Committee meeting held 28 November 2017:** It was resolved to approve the minutes.

**15. To approve the confidential minutes of the meeting held 19<sup>th</sup> October 2017:** It was also resolved to approve these minutes.

**16. To consider the exclusion of Councillor(s) due to content of item(s) to be considered:** Deferred.

**17. To note correspondence received and agree any actions to be taken:** The correspondence received was discussed by members.

With no further matters to be transacted, the meeting ended at 9.45pm.

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