

Shotley Parish Council

Minutes of a Meeting of the Council held on Thursday 20th September 2018 (7.15pm) at the Village Hall, The Street, Shotley.

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

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

Public gallery: Eight members of the public.

1. **Apologies for absence:** Apologies had been received (and were approved) from Cllrs R Wrinch, R Green, R Higgs and G Richens.
2. **Declarations of interest with regard to items on the agenda and additions to register:** None received.
3. **Reports**
 - a) County Councillor's report (D Woods): A verbal report was received from Cllr D Woods.
 - b) District Councillor's report (P Patrick): No report received.
 - c) District Councillor's report (D Davis): An additional verbal report was also received from Cllr D Davis.
4. **Public participation at meetings** (Meeting open to the public to allow members of the public to speak): Members of the public raised the following matters:
 - The consideration on the agenda for a sign on Old Hall Road "unsuitable for heavy vehicles" was criticized by some members of the public as it could potentially cause an adverse impact to the area and restrict access to much regular and necessary farming vehicles, waste collections, large deliveries, etc. the item had been added to the agenda as it had been requested by residents near the Church area and in line with the democratic process had been duly listed for consideration. The depth of feeling with regards to this items was appreciated by members and would be taken into account when the items was discussed later on.
 - Gate Farm Road Caravan Park- there was evidence of delivery of heavy construction materials to the site and ground preparation. There had been no acknowledgement to correspondence sent by residents to Babergh District Council Planning reporting recent matters.
 - It appeared the owners of the site were permitted to carry out preparation work as this was not in breach of any legislation, therefore it was not thought any enforcement would be

able to be carried out at this point. Officers were aware and would keep an eye on developments.

5. To approve the following minutes:

- a) Parish Council meeting held on 21 June 2018 (unable to approve in July due to quorum): Unable to approve as councillors who were absent from the meeting were reluctant to approve it even though they were lawfully permitted to do so (following advice received from Salc).
- b) Parish Council meeting held on 19 July 2018: It was resolved to approve the minutes as a true record of the meeting held.

6. Planning Matters

- a) To consider applications received from Babergh District Council:
 - i) **DC/18/00873 Land Adjacent to Frogs Alley**- Full Planning Application - Partial change of use to provide glamping and to facilitate event hosting (...) As amplified by the submission of an Addendum to the Design and Access Statement and a Glamping Management Plan received 18/4/18. As further amended by email dated 8/5/18 reducing maximum number of tents to 4 and only located at eastern end of site. As further amended by receipt of revised plans (3 Rev 3, 4 Rev 3 and 5 Rev 1) on 6.8.18 reducing size of building and additional information of proposed visitor events received 30.7.18: To note recommendation made by delegation and agree position regarding possible representation at planning committee meeting. **Recommendation noted and representation at Committee meeting to be agreed.**
 - ii) **DC/18/03769 1 Battery Cottages, Main Road**- Erection of extension to garage to form annexe: To note recommendation for the approval of this application. **Noted.**
 - iii) **DC/18/0370 Woodland Lodge, Link Road**- Erection of garage to Woodland Lodge and conversion of existing garage into new dwelling and associated works: To note recommendation for approval of this application subject to observation of caveat regarding access to Lloyd Road Open Space. **Noted.**
- b) To note Approvals/Refusals:
 - i) **DC/18/03755**: Shotley Marina Ltd, Former Peninsula Boatyard, King Edward VII Drive, Shotley IP9 1QJ- Discharge of Conditions for application B/03/00074 - Condition 2 (Materials): **Discharge of conditions approved.**
 - ii) **DC/18/02734**: Shotley Marina Ltd, King Edward VII Drive- Discharge of Conditions Application for B/13/01384 - Condition 5 (Levels) and Condition 9 (Materials): **Discharge of conditions approved.**
 - iii) **DC/18/01384**: Shotley Pier, Queen Victoria Drive- Alterations to the Pier including provision of two buildings for community/Volunteer facility: **Planning permission refused.** It was noted that the Board of Director intended to appeal against the decision.
 - iv) **DC/18/03032 Site adjacent to 32 Blake Avenue**: Discharge of conditions for application DC/17/03738 (Materials): **Discharge of conditions approved.**

- v) **DC/18/03785 Former HMS Ganges Site**- Discharge of conditions-Condition 22 (triple glazing for residential properties), Condition 29 (Scheme of pedestrian routes connecting the steps known as” Hope”, “Faith” and “Charity”): **Discharge of conditions approved.**
- vi) **DC/18/03018 The Old Greengrocer, The Street**- Erection of extension and alterations: **Planning Permission Granted.**

c) Planning correspondence

- i) **DC/18/01386** - Former HMS Ganges Site, Shotley Gate- The full and partial demolition of buildings associated with the redevelopment of the site to provide: 285 dwellings; a 60 bed nursing home; 400 sq. m retail; a building containing 400 sq.m flexible dentist/doctor's surgery/veterinary surgery/retail offices (B1/A2 or D1 uses); and 600 sq. m of offices (B1 use); the use of Nelson Hall for estate offices, changing rooms, dry sports, workshops (use class B1B/C), community use & cafe; the use of Vincent House as a hotel (C2 use) together with parking and landscaping to form a linear park and landscaped gardens together with associated further landscaping and lighting **without compliance with Condition 22** (Acoustic Fence) **Condition 25** (Anson Building) and **Condition 29** (Faith, Hope and Charity Steps): **Application withdrawn.**
- ii) **Gate Farm Road Caravan Park Update:** An update had already been received during the public session.

7. To receive report on Shotley Beach Clean event which took place on 15th September 2018:

Members of the Parish Council and some thirty residents, including children, had taken part in the National Beach Clean. Led by a local young volunteer aged only 6, a grand total of twelve large sacks of rubbish had been collected including four vehicle tyres, scrap metal, plastic and broken glass. The Parish Chairman had presented the young volunteer with gloves, litter picking stick and hi-vis vest in appreciation for his efforts.

Following a nomination by the Parish Clerk, this young volunteer had been the proud recipient of a coveted BBC Radio Suffolk 'Mark Murphy Good Egg Award' for his efforts in helping to keep litter off the Shotley streets and had been interviewed by radio reporter Luke Deal live on the Mark Murphy show the day before the litter pick.

The Parish Council had been extremely pleased with the outcome of the event, which had ended with complimentary refreshments provided by a local business and looked forward to organising more in the future.

8. Highways matters: To receive updates/consider further actions:

- a) Meeting held with SCC Highways rep. to follow up on various pending matters: A brief update received from SCC Highways was read out to members and covered a number of items which had been pending for quite some time.
It was clear that due to budget cuts SCC Highways would no longer be carrying out what would previously had been routine management, such as the replacement of some lost/damaged signage, footway improvements (specifically between The Rose Pub and the Village Hall), verge and tree maintenance, etc...

From the two licences requested for the siting of benches, one had been approved (opposite Village Hall) but the second (top of Bristol Hill) remained pending.

The Church Walk which had fallen off but would not be repaired by SCC was being repaired by the Parish Council, the dropped curb access on Lower Harlings was still pending and the permission to move the village sign to the location agreed last year was also still pending.

- b) Bristol Hill pedestrian improvements and traffic calming measures: Initial reports from Highways indicated that there would not be any funds left over from the proposed scheme for the purchase of SID's, as discussed previously. As funding was currently available from CIL 123 and S106 sources, it was suggested that the Parish Council may wish to consider applying for such funds for this purpose. Item to be added to the next agenda for due consideration.
- c) Trees works in Kitchener Way: A local tree surgeon had provided the Council with an estimate for the works at a reduced cost but was still to inspect the trees in question to confirm this estimate. Members had agreed a maximum of £100 expenditure for this purpose (as it was a SCC Highways responsibility, not Parish Council) and would be prepared to go ahead if the final figure remained the same.
- d) Memorial Bench on the Street (opposite Shotley Village Hall): SCC Highways had approved the request and a licence had been issued.
- e) To consider installation of a bollard at the entrance to the allotments on The Street: Following a brief discussion, it was agreed that a notice should be placed on the site for a period of thirty days explaining the Council's intention to erect a bollard and that this would be subject to no adverse representation being received. To be reviewed at the end of the consultation period.
- f) To consider installation of signage (*unsuitable for heavy vehicles*) and verge clearance on Old Hall Road: Following the receipt of various negative comments about this proposal, members agreed that this would not be pursued as it would cause a problem for any heavy vehicles which regularly needed to use this route, such as farm vehicles, waste collection, delivery lorries and vans. Cllr D Woods also confirmed that the sign would only be advisory and would cause confusion in the area, therefore SCC Highways would not be supportive of the initiative and his Locality Budget could not be considered for its funding.
- g) To note changes to the grit bin process and consider whether any additional grit bins are needed (as heaps will no longer be permitted): The information pertaining to the proposed changes had been circulated to members. It was agreed that Councillors would return with their recommendations to the next meeting as to where there were currently piles of grit that should be replaced with new bins, for consideration.

9. Play areas: To receive update/consider any further actions:

- a) To consider quotes received for the coppicing of trees in Kingsland: Only one of the quotes had been received, therefore this matter was deferred.
- b) To consider and approve cost of repairs to the tennis courts net posts: Deferred.

- c) To agree date for first Working Group meeting: Deferred due to the absence of some members. Agreement to be made electronically at a later date.

10. Finance and administration

- a) To consider and approve accounts for payment and note receipts/bank balances: it was resolved to approve the accounts for payment. Receipts and bank balances were noted.
- b) To agree dates for first Parish Plan Working Group and Finance Working Group meetings: Deferred as per item 8 c).
- c) Clerk's report, including UKPN update; A brief report was read out by the Clerk.

11. Phase 3 /coastal erosion matters: To receive update from the Shotley Peninsula Shoreline Community Interest Company (inc. to consider motion to move to confidential section in the event of legally or commercially sensitive matters): A brief report was received from the current Chairman of the Group and there would be no need for considerations during a confidential section at this point. The chairman wished to formally notify the Council of the following points:

- An application for funding would be forthcoming in time for budget preparations
- The provision of a non-disclosure agreement between the Parish Council and the Directors of the Group had been considered and approved by the Group in order to allow the circulation of restricted Parish Council information at a later date
- The Council was asked to address the matter of the "Swing tree" in the Heritage Park- it had been suggested that a crown lift (to remove some of the shading), combined with the addition of soil and new planting underneath the canopy would improve the health of the tree and of the undergrowth itself, which would act as ground erosion protection measure for that vulnerable section.

Point 1 was noted, point 2 would be followed up in consultation with Salc and point 3 would initially be addressed by consultation with a local tree surgeon, followed by a work party with the Community Payback Team (for the ground work). Other minor repairs/maintenance tasks were also needed in the area and a site visit would be organised to go through all the matters that needed to be addressed.

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

- a) To consider writing to Harwich Port Authorities regarding early morning noise disturbances: There were some contributions from members of the public to the debate regarding this matter but it was generally agreed that the noises being complained about were intrinsic to the nature of the industries based on the peninsula and that with the ports of Felixstowe and Harwich in such close proximity it was unlikely anything further could be done to reduce current levels. It was also very possible that the noise was much more noticeable because of the recent good weather and windows being left open, as well as the prevailing winds. It was therefore agreed that no further action should be taken.
- b) Notification of BDC's consultation period (until 12.10.18) on revised statutory "Gambling Act Statement of Principles (Revision)" Consultation: The consultation papers had been circulated to members and the consultation was noted.

13. 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):

It was reported that dog poo left behind by inconsiderate dog owners was being sprayed blue by person/persons unknown.

The “no dog” sign in the Kingsland play area had been recently damaged and was awaiting repair.

A suggestion was made for the provision of traffic cones to the Post Office and Stores to alleviate the traffic issues during delivery times (to be added to the next agenda for consideration).

The Kingsland road sign had recently been repaired by a Parish Councillor and was back in situ.

The recently manufactured “deep mud” warning sign was held by the chairman who was in the process of getting it installed.

A suggestion had been received from Cllr G Richens with regards to the previously considered provision of a bench on Bristol Hill. Shotley Open Spaces had agreed to make a contribution of £128 towards the total cost if the Parish Council was willing to pay for the rest.

However, members had already considered the matter of funding this bench previously and had agreed that the parish council would not be supporting it financially. Unfortunately, the answer at this point was negative- if the bench was to be provided, all the funding would need to be sought externally;

Questions were asked about the post box on Bristol Hill and whether it was functional although the collection notice was still not displayed on it- Cllr Powell confirmed that the post was indeed being collected twice a day and that there was some delay with the provision of the notice.

The deployment of full-size policemen silhouettes was mentioned as a speed deterrent used successfully in other villages. The purchase of SID's for this purpose had already been discussed during the meeting and funding towards it would be considered at the next meeting.

14. Date of next meeting: 18 October 2018.

With no further matters to be transacted, the meeting ended at 9.30pm.

Signed: _____ Date: _____