

Shotley Parish Council

Minutes of the Parish Council Meeting held on Thursday 18th July 2019 (7.15pm) at the Village Hall, The Street, Shotley.

Present: Cllrs R Wrinch (Chairman), B Powell (Vice -chairman), C Mills, D Davis, R Bareham, M Williams and Mrs D Bedwell (Parish Clerk).

County and District Councils: District Cllr D Davis.

Public gallery: Two members of the public.

1. **Apologies for absence:** Apologies had been received from Cllrs R Green, T Ingram, J Briscoe and County Cllr D Woods.
2. **Declarations of interest with regard to items on the agenda and additions to register:** There were no declarations of interest at this point.
3. **Reports by County and District Councillors:** Both Cllrs D Davis and D Woods' reports had been circulated to members ahead of the meeting and had been posted on the Council's website. Cllr D Davis was asked to compliment Babergh DC and Abbeycroft Leisure on the free swimming initiative over the Summer holidays, which would have benefited a number of young people.
4. **Public participation at meetings** (Meeting open to the public to allow members of the public to speak): A member of the public thanked the swift action by two councillors in cutting back the overgrowth underneath and around one of the benches along the footpath between East View Terrace the Primary School and asked if a more long-lasting growth control measure could be put in place, such as membrane, so that the grass would not need such regular cutting. Cllrs B Powell and R Green agreed to look into options.
5. **To approve the minutes of the Parish Council Meeting held on 20th June 2019:** It was resolved to approve the minutes as a true record of the meeting held.
6. **Babergh District Council- Planning Matters**
 - 6.1 To consider applications received from Babergh District Council:
 - i) **DC/19/03280 - Opposite 6 Lady Row, The Street-** 90 Day BT Consultation - Removal of Public Payphone (Final response due by 31 July 2019): It was resolved to raise no objection to the removal of the BT box in question. A brief discussion took place regarding the Parish Council owned BT red telephone kiosk near Shotley church and how it could be better used. It was suggested that it could be adapted into a "tourism information point" and it was agreed that Cllr C Mills would bring forward a business plan for consideration at the next meeting.
 - 6.2 To note Approvals/Refusals:
 - i) **DC/19/02254 Dane Well, Bristol Hill** - Erection of first floor side extension partly over existing converted garage. Application of cladding to part of existing house: Planning Permission Granted.
 - 6.3 Other planning correspondence: There had been no further planning correspondence.

7. To receive reports from Parish Council Committees, Working Groups and Representatives and agree any actions needed:

7.1 Neighbourhood Development Plan W G: A brief report was received from Cllr D Davis. Nine residents (list of names to be circulated the following week) had come forward with a view to joining the group and these included representatives from a number of local organisations. Cllr J Briscoe expressed an interest in joining the group, which was welcomed by members.

7.2 Facilities and Open Spaces W G (following meeting held 1st July 2019): Cllr D Davis provided members with a brief report. The wording for the appeal for additional members was discussed and agreed, a copy of which would be sent to the "InTouch" magazine and shared with the public.

Matters pertaining to the tennis courts repairs and proposals for Whinney Queech (discussed at a recent meeting with BDC representatives) were also deliberated. As the Clerk had not been included in the correspondence pertaining to Whinney Queech or the meeting held, she asked Cllr D Davis to forward that correspondence onward.

8. To receive update from the Shotley Peninsula Shoreline Community Interest Company and consider any requests/proposals: In view of the absence of both the SPS CIC's liaison Councillor or any other representative, no report was available at this point but it was believed one would be circulated at a later date.

The Clerk informed members that the Terms of Reference for working on Parish Council owned land, as well as acceptance of the insurance quote and funding of the same by the Parish Council had been duly approved by the Group since the last Council meeting.

9. Finance and administration

9.1 To consider and approve accounts for payment and note receipts/bank balances: It was resolved to approve the accounts for payment. There were still issues with Barclays and access to the accounts, for which a new mandate would need to be processed. Therefore, neither bank reconciliations nor bank balances were available at this point but would be circulated to members as soon as this was possible.

9.2 To consider quote for repair of damaged section in tennis courts fence / installation of access gate: The quotes received were considered but a third option was suggested, to re-open the frame that used to open previously. In order to expedite repairs, it was resolved to delegated to the Clerk the power to approve expenditure, as it should not exceed either of the quotes received (maximum of £1,860.00).

Cllr D Davis also suggested that he would ask a resident who had recently communicated with the Parish Council about the tennis courts, whether they would allow connection to their water supply to facilitate the cleaning of the courts surface.

9.3 To approve Sodexo's (Community Payback Team) Service Level Agreement for 2019/2020: Deferred to the next meeting.

9.4 To consider the adoption of the Shotley Parish Council's Social Media Policy: The draft policy had been circulated to members ahead of the meeting and although it was briefly discussed, it was

deferred to the next meeting. Members to submit any additional comments to the Clerk by the end of August.

9.5 To consider the installation of an additional litter bin on the footpath between the primary school and East View Terrace (including expenditure): The Clerk informed members that as there was a bin already in storage (removed some years before from Kitchener way), no additional expenditure apart from installation and emptying costs would be necessary. It was, therefore, resolved to approve the installation of the said bin.

9.6 Clerk's report: The Clerk read out her detailed report, which included matters such as highways maintenance, work on Whinney Queech, Ash die back (including proposed tree survey within the Heritage Park), and Gate Farm Road caravan park.

At this point, Cllr D Davis reported that BDC Enforcement had been dealing with the unlawful brown tourism sign at the top of Gate Farm Road. Another councillor proceeded to show members some sales material which had been made available to members of the public during a recent open day event, which depicted a fully developed site and described in details amenities and sales prices.

Cllr C Mills suggested that the additional units proposed for the site may satisfy the suggested numbers required by the draft Local Plan, thus making it unnecessary for further development to occur elsewhere in Shotley, which was a point worth noting.

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

10.1 Anglian Water – works planned between August 2019 and May 2020 (various areas- final details to be agreed)- Noted and no further action needed.

10.2 Ipswich Northern Route Consultation (info and dates circulated)- Cllr J Briscoe had prepared a detailed report about her views regarding this consultation, which had been shared with members.

It was suggested that members should attend the consultation events if they could, in order to submit their own individual views if they so wished.

10.3 Local Green Space Policy inclusion on the Local Plan campaign communication- Although open spaces policies had been broadly used within the Local Plan, they were not very clear and campaigners felt it important to highlight this fact. The Parish council's Local Plan consultation response would be agreed at the next meeting and this may be taken into account then.

10.4 Green Access Strategy consultation- deadline 20 September 2019- Noted. The full listing of footpaths in Shotley had been reorganised quite recently, therefore there should not be any issues or areas missed. However, members were nevertheless encouraged to complete the survey if they were able to.

10.5 Letter from parishioners re. intrusive drone activity over open spaces- As members had previously suspected, concerns about this type of activity when in inappropriate locations or infringing privacy rights, should be reported to the Police. Unfortunately, the Parish Council would be unable to deal with such reports.

11. Reports from Parish Councillors on matters not itemised on 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 highlighted all the upcoming new agricultural deals (which made funding available to farmers to create public access areas), consultations and other changes and urged members to remain well informed and question whether they all worked together and in unison, ie. In the parish council's interest, farmers interest, historic and heritage interests etc...and that it was important to save and protect existing amenities such as green spaces.

Cllr M Williams raised queries about the allotment bollard, which were answered by Cllr B Powell.

The location of the Parish Council owned dumper truck was also discussed. It was agreed to approach the member of the public who was currently storing it, as it was needed by another village group.

A Royal British legion open day was due to take place on July 31st at the village hall.

- 12. Date of next meeting:** To consider whether to hold meeting on August 15: It was resolved that a decision would be made by the Clerk and Chairman no later than Friday 9th August with regards to whether a meeting should be held or not and this would be communicated to remaining councillors on the same day.

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*

- 13. UK Power Networks survey - further considerations:** A detailed report was read out by the Clerk, the content of which was considered by members. A meeting with a SCC ROW officer was due to be held and further advice would be requested at that point in order for a final decision to be reached by the Council, with regards to some of the matters raised within the UKPN survey.

A senior member at Babergh DC had been asked for some help with regards to these matters but a response was yet to be received.

With no further matters to be transacted, the meeting ended at 9.40pm.

Signed: _____ Date: _____