

Shotley Parish Council

Minutes of the Parish Council Meeting held on Thursday 21st November 2019 (7.15pm) at the Village Hall, The Street, Shotley.

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

County and District Councils: District Cllr D Davis.

Public gallery: Five members of the public.

SPC/19/38: To receive and consider any apologies for absence: Apologies for absence had been received from County Cllr D Woods.

SPC/19/39: To receive declarations of interest with regards to items on the agenda and note any new additions to the register: Cllrs T Ingram and R Green declared a non-pecuniary interest on item SPC/19/44.

SPC/19/40: Reports by County and District Councillors: Cllr D Davis delivered his report to those present. Cllr D Wood's and Cllr D Davis' reports had also been circulated to members ahead of the meeting and would be made available on the Parish Council website.

SPC/19/41: Public participation at meetings: Meeting open to the public to allow members of the public to speak: A member of the public spoke about the latest developments pertaining to Gate Farm Road, including the much needed provision of dedicated postal addresses for the caravan park residents.

SPS/19/42: To consider parishioner request for the provision of separate postcode for Gate Farm Road Caravan Park to be supported by the Parish Council: Cllr D Davis and a member of the public had already reported on this matter earlier in the meeting. As the matter was in hand, no further discussion was needed at this point.

SPC/19/43: To consider parishioner request for the planting of a community orchard in SPC land: The proposal to establish a community orchard, with all its environmental benefits, was well received by members and a potential site was identified (stretch of overgrown brambles on the edge of the Heritage Park, just off Stourside and adjoining a footpath).

The land in question would need to be cleared beforehand, which could be achieved at little or no cost with the help of the Community Payback Team. A working group would need to be formed for the actual planting and to look after the trees until they became established, but this was not considered too onerous. Professional guidance was also available from the Suffolk Traditional Orchard Group.

Other sites and types of tree were also suggested, namely Shotley Common on Wades Lane and nut trees in addition to fruit trees.

Although members agreed to support the project in principle, it was decided that detailed information regarding the cost of the trees, area available and number of trees it could accommodate, any other additional expenditure, etc... would be needed in order for a final decision to be made. This matter

was, therefore, deferred to the next meeting. The member of the public presenting the proposal agreed to provide the information needed in time for the next meeting and would liaise with the Clerk in order to do so.

SPC/19/44: To receive update from the Shotley Peninsula Shoreline Community Interest Company and consider request for change of wording on UKPN document: Cllr R Wrinch gave members a brief update on recent discussions held with Harbour Board representatives regarding the possibility of using dredging from the Harwich Port expansion on the Shotley foreshore. Cllr R Wrinch was due to have some more talks with Natural England and would, at that point, introduce SPS CIC's position with regards to future involvement. The next steps would be to find a way of demonstrating that the material could be stabilised and prepare a plan for future action. Cllr Mills added that the planned removal of the dredging, regardless of how far it was and where it might be transported to, would affect Shotley and Harwich Port authorities would be aware of that.

The Clerk explained to members that the wording on the UKPN press information released May 2019 (para 9) needed to be changed from "*(which will no longer be necessary)*" to "*(which may no longer be necessary)*", as it was causing problems for SPS CIC when applying for funding towards the cost of an independent survey, which the group would need in the course of their work.

Although UKPN had prepared a detailed survey of the Shotley Cliff, the purpose of this survey was specific to UKPN and what they wished to achieve with it, which may not be the same as SPS CIC or any other third party. It was resolved to approve the change of wording, providing this was also agreed with by the UKPN legal team. Clerk to action.

SPC/19/45: To approve the minutes of the Parish Council Meeting held on 19th September and on 17th October 2019: It was resolved to approve both sets of minutes as true records of the meetings held.

SPC/19/46: Babergh District Council- Planning Matters

- a) To consider applications received from Babergh District Council: There had been no applications received for Shotley. However, members were aware of a recent application for change of use for the "Queen's Head" public house in Erwarton.

Although the Parish Council was not a formal consultee in this process, members felt strongly about the potential loss of this historic asset in such close proximity to Shotley and agreed that a recommendation for refusal should be sent to the planning authority. As the date for the receipt of comments had passed, the Clerk would be required to prepare this submission with some urgency the following day, which she agreed to.

- b) To note Approvals/Refusals: **DC/19/04581 Former HMS Ganges Site**-Discharge of Conditions Application for B/12/00500 -Condition 25 (Schedule of Works and Timetable for Repair of Anson Buildings and Swimming Pool): Noted.
- c) Other planning correspondence: No other planning correspondence received.

SPC/19/47: To receive reports from Committees, Working Groups and Representatives and agree any actions needed:

- a) **Neighbourhood Development Plan WG** (Cllr DD): Terms of Reference (Deferred to January 2020), notification of meeting date (19th December 2019): The date of the forthcoming meeting was noted but there were no further matters to report at this point.

b) Facilities and Open Spaces:

- i) To receive Play Areas WG update (Cllr CM): Cllr Mills gave members a brief report: He had received, from the Clerk, the date availability for future Working Group meetings and a number of quotes for new play equipment, which he would be circulating to the rest of the Working Group for consideration and to aid initial discussions.
- ii) Telephone Kiosk near St Mary's Church- to consider proposals report- (Cllr CM): Proposals continued to be gathered and would be presented at a future meeting.
- iii) Annual play area inspections- To receive reports and note maintenance actions to be undertaken: Both play area inspection reports had been circulated to members ahead of the meeting.

There had been no health and safety concerns raised within the reports, just a list of minor repairs and legislative changes with regards to European directives. As both play areas were going to be fully replaced, any repair costs would be kept to a minimum and carried out by a local contractor in order to avoid unnecessary expenditure on equipment that was reaching the end of its life. This course of action was agreed by members - Clerk to action.

With regards to Whinney Queech, the Clerk was still waiting to receive further information from Babergh DC in order for the future of this land to be duly considered by the Council. Clerk to add to future agenda, once the information was available.

- iv) To ratify decision to allow resident to plant Spring bulbs alongside Stourside: Members had been consulted by the Clerk and had given their approval in the weeks preceding the meeting. The bulbs had been planted and the initiative was proving to be very well received by the community.
- v) To consider allotment bollard monitoring programme: Following a brief discussion, it was agreed to appoint Cllr J Briscoe "bollard monitor". Neighbouring residents and allotment holders would need to be supplied with the access code ahead of time. Cllr B Powell would also need to provide Cllr Briscoe with the padlock and code in due course.

SPC/19/48: 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. The bank statements were not available, therefore balances would be circulated to councillors at a later date.
- b) To receive notes of Finance Working Group meeting held 14 November 2019: The notes of the meeting, including a list of recommendations, had been circulated to members ahead of the meeting and were duly noted.
- c) To consider approval of first and second quarter accounts as recommended by the Finance WG: It was resolved to approve the first and second quarter accounts for 2019/2020.
- d) To receive initial recommendations for the draft budget and precept 2020/2021: Initial recommendations for the 2020/2021 budget were discussed but further input from councillors,

particularly those in committees/working groups handling capital projects, would be needed in order for the draft budget to be completed.

A further Finance Working Group meeting was due to take place in January, ahead of the full council meeting, when a final recommendation with regards to budget and precept would be made.

- e) Clerk's report; including proposal for peninsula community transport: The Clerk provided members with a brief report: The Clerk had formed a committee with other local people which would be looking at events to commemorate VE and VJ days in 2020 and would be approaching local businesses in order to ensure that, as much as possible, events did not clash but complimented each other.

A member of the public suggested that as part of the celebrations, the Parish Council may wish to sponsor an outing for the Shotley Social Club to the Felixstowe Spa Pavilion for a Saturday show in May 2020. The Clerk suggested adding this consideration to the next meeting as bookings would need to be made in advance for a large number.

The Clerk had also approached a community transport initiative used by in Stutton with a view to expanding it to cover the Peninsula. Cllr D Davis suggested that Babergh DC was also involved with a similar type initiative which may cross over with the Clerk's proposal and that dialogue between the two sides would be beneficial. It was agreed that such a proposal such be formally documented and shared with Babergh DC and Suffolk CC in order to ensure that the Peninsula was included in future plans.

SPC/19/49: To ratify Parish Council letter of support towards Shotley Kidzone CIL funding application (from BDC) and consider further application for funding (from SPC): The letter of support had already been prepared by the Clerk and approved by members due to time pressures in the submission of the CIL funding bid to Babergh DC. The funding application to Shotley PC was deferred to the December meeting to enable the Kidzone Manager to attend and answer any questions that may arise, although Cllr D Davis provided members with a brief outline of the project.

SPC/19/50: Highways matters: To debate suggestion of placing 30mph signs on litter bins: It was agreed that this would not be pursued by the Parish Council.

SPC/19/51: To note any further correspondence received and agree any response needed, including:

- a) Suffolk Waste Partnership fly tipping campaign: Noted.
- b) BMSDC Tree for life scheme: Noted.
- c) Dementia Friendly Community meeting (30.11.2019 Hadleigh): Noted. Cllr J Briscoe informed members that she was a "Dementia Friend" and that she supported the initiative reaching the peninsula. Cllr D Davis added that he also wished to promote it and would be in attendance in his capacity as District Councillor.

SPC/19/52: 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 D Davis asked if members paid for their own food and drink when attending the upcoming Christmas dinner at a restaurant on the peninsula and was informed that yes, for all the

years the parish council had met socially at Christmas, all members and the Clerk paid for their own food, drink and transport.

Cllr D Davis also asked if members would consider in future having their Christmas dinner at one of the three local public houses and was informed that this could be discussed and considered in the future. Members informed Cllr D Davis that the Parish Council opted to support establishments in the whole peninsula, last year it had been an establishment in Freston, this year in Chelmondiston. In addition, the Chelmondiston establishment in question had been very supportive of a Shotley group for a long time when it was very unlikely they would ever benefit from it's success, therefore it was felt that reciprocating the support was appropriate.

Furthermore, members stated that individually they supported the local public houses, as well as other local businesses, and that doing so for other peninsula-wide establishments was also as important.

Cllr B Powell had attended the Shotley and Erwarton Good Neighbours Scheme AGM, during which a new chairman (named) had been elected. The group's finances were in good order and they did not currently need funding from the Parish Council.

Cllr B Powell also reported that, contrary to reports on local social media, Ganges was not progressing with their development and the work being carried out on the site was purely archaeological. They were experiencing problems with Anglian Water with regards to surface water, as they had to go under the Marina property to access the river, but then had to prove that this would not affect the water levels on the river Stour.

Ganges management had also confirmed they were confident that the mast would be restored to its original standard and the company responsible for this project was "HMS Ganges Management Ltd" - who would also have responsibility for the steps, tower and any other listed assets.

Regarding the Section106 agreement, a new covenant was in the process of being prepared, along with a deed of amendment, but assurances were given that the £40,000 contribution to the Parish Council (re. swimming pool feasibility study agreement) was secure.

Members agreed that it would be beneficial for the Parish Council and community in general if a Ganges representative was invited to attend a meeting every quarter, in order to keep the parish informed of any developments. Clerk to action.

Cllr M Williams asked if the verge near Styngam cottages could be cut back, as the area was very overgrown again.

Cllr R Wrinch informed members that the undergrounding of electricity cables in Wades Lane was progressing. The walk from below Shotley Church to the Shipwreck had flooded and there was a problem with the sluice, as it was causing the gate to "jam". Unfortunately, the Environment Agency did not have the funds to do anything about it so local farmers were trying to look at ways of addressing it.

Cllr J Briscoe ask about highways maintenance issues, such as the cleaning of street signs, but this could only be addressed once the process of joining the SCC Highways self-help scheme was completed in the new year. Cllr Briscoe also re-iterated her concerns regarding the risks presented to crossing pedestrians, from Orwell View to the Village Hall side, as this was after a blind bend, in the middle of

the road, with cars approaching at over the speed limit at times. She had witnessed vulnerable residents precariously crossing it and asked if Highways could be asked to review the current arrangements. Clerk to action.

Cllr R Bareham asked if the coastal footpath map and arrangements had been finalised, which they had not.

SPC/19/53: Date of next meeting: December 5th (brought forward one week due to general election):
Noted.

SPC/19/54: To consider and approve the temporary exclusion of press and public-*If necessary: 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: There was no need to hold a confidential session.*

SPC/19/55: Matters of a confidential nature: None considered.

With no further matters to be transacted, the meeting ended at 9.10pm.

Signed: _____ Date: _____