

## **Minutes of the Shotley Parish Council Virtual Meeting held on Thursday 16<sup>th</sup> July 2020 (7.30pm)**

**Present:** Cllrs C Mills (Chairman), R Green, J Briscoe, T Ingram, D Davis, M Williams and Mrs D Bedwell (Parish Clerk).

**County and District Councils:** District Cllr D Davis.

**Public gallery:** Two members of the public

**Public participation at meetings:** There were no members of the public in attendance at this point.

**SPC/20/63: To receive and consider any apologies for absence:** Cllr B Powell and R Wrinch had both experienced technical difficulties and were unable to “join” the meeting. Due to the absence of both the Chairman and Vice-chairman, it was resolved to appoint Cllr C Mills as the meeting Chairman. It was also resolved to approve the apologies received as they were due to reasons out of members’ control.

Cllr R Bareham’s and County Cllr D Woods’ apologies were received post-meeting and noted.

**SPC/20/64: To receive declarations of interest with regards to items on the agenda:** No declarations of interest were received.

**SPC/20/65: To note County and District Councillors’ reports:** Both reports had been circulated to members ahead of the meeting. It was noted that congratulations had been sent to County Cllr D Woods by the Clerk on the recent successful AONB extension.

**SPC/20/66: To approve the minutes of the Parish Council Meeting held on 25 June 2020:** It was resolved to approve the minutes as a true record of the meeting held.

### **SPC/20/67: Finance and Administration**

- a) To approve the Neighbourhood Plan Working Group Terms of Reference: Deferred to a future meeting.
- b) To consider and approve the accounts for payment and note receipts/bank balances: It was resolved to approve the accounts for payments as per schedule circulated ahead of the meeting. Bank balances and receipt were noted. A number of questions were answered regarding contractual costs and bin emptying charges.

**SPC/20/68: To receive update on ongoing matters and agree any further actions:** The Clerk had prepared a report which included a listing of matters that had been actioned since June’s Council meeting: The easing of lockdown restrictions for play areas and the process which had allowed them to be re-opened; An update from the Community Orchard Group; Reported overgrown trees on Bristol Hill, which Cllr D Davis reassured members were being handled by Babergh District Council; Foreshore foraging; Enquiries regarding use of CCTV on Council owned land; and the internal audit process.

Such updates would be used to populate a more comprehensive “Action List” currently being compiled by the Clerk.

### **SPC/20/69: Correspondence:**

- a) NALC new model code of conduct consultation- To agree corporate response- The consultation was noted and members would respond in due course if they so wished.

b) Shotley Community Orchard- Noted. Considerations pertaining to additional funding to be added to a future agenda.

c) Expansion of the Suffolk Coasts and Heaths Area of Outstanding Natural Beauty – Noted

*8.13pm: A Member of the public “joined” the meeting at this point and although they were given the opportunity to make representation if they so wished, they did not.*

**SPC/20/70: Reports from Parish Councillors:** Concerns were raised about the amount of speeding cars travelling through the village. A local resident had gathered a list of number plates which he had sent to Suffolk Police.

Cllr Mills informed members that August may mark the re-start of the Play areas Working Group, following the recent easing of some lockdown restrictions. A new member had recently joined the group and hopefully further reports would be received in due course.

*8.15pm: A second member of the public joined the meeting at this point and was also given the opportunity to make representation, which they did not take up.*

The Clerk explained previous year’s arrangements with regards to Council meetings in August, that although in prior years it had not taken place, it may be necessary to hold one in order to conduct essential Council business, such as the approval of the Internal Audit.

Cllr C Mills added that in light of the meetings missed due to Covid-19, it would be preferable to hold a meeting in August as it would provide some continuity and “presence” to members of the parish. This was supported by the remaining members and the actual date would be agreed at a later stage.

Cllr M Williams asked if there was any update with regards to an overgrown hedge in a property in Erwarton. The Clerk had reported the matter to SCC Highways but advised that, due to it being bird nesting season, there might be a delay in any works.

A member of the public asked if the virtual meetings could be more widely publicised, as he had only found it accidentally. The Clerk advised that the agenda was publicised on the parish council website but the member of the public suggested utilising local social media, a suggestion which members agreed to take on board.

**SPC/20/71: Date of next meeting:** To be agreed.

With no further matters to be transacted, the meeting ended at 8.25pm

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