

Minutes of the Shotley Parish Council Virtual Meeting held on Thursday March 18th 2021 (7.30 pm)

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

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

Public gallery: Five members of the public in attendance.

Public participation at meetings: Introductions by Suffolk County Council Election candidates: Three candidates gave members a presentation about their candidature and answered questions from those present.

Brief reports were received from two members of the Shotley Community Orchard Group.

SPC/21/28: To receive and consider any apologies for absence: Cllr Rob Bareham's resignation from Council was noted, and a notice to the effect had been published. Clarification was given to members regarding the "casual vacancy" process, and the encouragement of prospective candidates was briefly discussed.

SPC/21/29: To receive declarations of interest with regards to items on the agenda: Cllrs T Ingram and R Green declared a non-pecuniary interest on item SPC/21/34d) and SPC/21/36.

SPC/21/30: To note County and District Councillors' reports: Reports from both Councillors had been circulated ahead of the meeting and were added to verbally.

Questions were asked about the AONB project, which required installing a marker near St Mary's Church (matter still ongoing) and Cllr D Davis' locality budget awards.

SPC/21/31: Community Orchard Project:

- a) To consider Anglia Water quote for the connection of a metered water supply (£2,493.60)- (excludes pipework): Following due consideration, it was decided to approach Anglia Water for a revised quotation or alternative solution, as the cost of the quote provided was prohibitive.

The resolution from a previous meeting was read out in order to clarify the Council's position; that the Council could facilitate the process to identify a water source, but that ongoing financing should be down to the Group. Concerns were raised about ongoing costs, in addition to the initial capital expenditure.

An alternative solution had been put forward to financially recompense someone willing to provide the water needed for the next two/three years, at £20 a month for six months of the year, until the trees were established.

The Parish Council had the legal power to pay for this but did not wish to set a precedent. As the Parish Council had provided initial support to the project, there was an expectation that the Group should continue to raise funds to support its various needs.

Clerk and Chairman to approach their contacts and request that the quote be revised; Orchard Group advised to contact local farmers to see if there are other water containers available that could be used on site.

- b) To receive report from the Group: A brief report has already been provided and a more detailed one was due to be presented in May,
- c)

SPC/21/32: Planning matters:

- a) **Decision: DC/21/00457 38 Great Harlings-** Notification of Works to Trees Protected by a Preservation Order - 2no. Pine trees - Remove 3 lowest branches from smaller tree and 6 from larger tree up to but not including large upward limb: Consent granted.
- b) **Correspondence: Section 16 Chelmondiston Neighbourhood Plan consultation (deadline 9.04.21):** Members agreed with proposals and did not have any further comments to add.

SPC/21/33: To approve the minutes of the Parish Council Meeting held on February 18th 2021: It was resolved to approve the minutes as a true record of the meeting held.

SPC/21/34: Finance and Administration

- a) To consider and approve the accounts for payment and note receipts: It was resolved to approve the accounts for payment as follows:

Clerk expenses (food parcel scheme)	184.85
Salaries, Tax, NI and pension liabilities	£1800.43
Clerk's expenses (Microsoft licence, E-mail domains, BT line, food parcel scheme, subsistence)	£550.70
Bristol Hill Public Conveniences cleaning contract	£341.00
Mrs P Hillier 9Community Orchard)	£13.00
Mr Casper De Boer (Community Orchard)	£76.94
Colourplan (Community Orchard)	£78.00
Suffolk County Council (street lights)	£1,382.18
Village Warden contract	£709.53
Chelmondiston PC (Recycling centre)	£750.00

- b) To approve the appointment of the Responsible Financial Officer (D Bedwell): It was resolved to approve the appointment of the Responsible Financial Officer.
- c) To approve the appointment of the Internal Auditor (SALC): It was resolved to appoint SALC as Internal Auditor.
- d) To receive updates on ongoing matters (including: allotments, Lower Harlings footpath, safety buoy, grass cutting, tool sharpening event, Ganges Wood path resurfacing): A brief report was received from the Clerk covering the various issues.

Members were informed of a social media debate that included approaching the parish council to provide an open space for dog exercise/activity. However, members were not in agreement with adding considerations to a future agenda on this matter due to the potential pitfalls.

Other areas that had introduced similar schemes found that the area was left with uncleared dog waste, which then became an additional cost to the local authority, and arguments between owners had led to police involvement and area closures. If well managed, it could be a business opportunity but perhaps not at this point.

The Clerk also informed members that a new internal controls checklist and report recently issued by SALC would be circulated for approval at the next meeting.

- e) To establish priorities for the financial year ahead: Following the period of lockdown and virtual meetings, it was agreed that the Council's priorities should be re-established at the next meeting to focus the work of the Council for the future.

SPC/21/35: To consider application for funding from the Chelmondiston Parish Council towards the revenue costs of the waste disposal facility: Following due consideration of the financial data received, and in agreement that the community facility should continue to be supported, it was resolved to approve funding of £750.

SPC/21/36: Open spaces and amenities, including to receive report from SPS CIC: To be circulated to members in due course.

SPC/21/37: Correspondence: Correspondence received had been circulated to members and no further responses were needed.

SPC/21/38: Reports from Councillors/requests for addition on future agendas for consideration: The Clerk was asked to add the play areas to the next agenda.

The overgrown trees and hedges on Bristol Hill had been reported to one of the councillors. However, this was the responsibility of the landowner and Babergh District Council had already been handling this ongoing case from an enforcement point of view.

The path between the Rose and Post Office had been resurfaced recently, but cars were already parking on the grass verge, causing damage to the area. Unfortunately, this was a police matter, which Babergh DC and the Parish Council had no powers to address.

Reports had also been received about the resurgence of speeding cars on the Marina. It was suggested that the online Suffolk Police reporting tool should be used for such incidents, as it was much more effective than calling 101. The Marina had also installed more speed bumps and fenced off Grassy knoll in an attempt to deter such behaviour.

SPC/21/39: Date of next meeting: April 15th, 2021: Noted.

With no other matters to be transacted, the meeting ended at 9:42 pm.

Signed: _____ Date: _____