

Minutes of the Annual Parish Council Meeting of the Shotley Parish Council held on Thursday, May 20th 2021 at 7:30 pm, at the Shotley Village Hall.

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

County and District Councils: District Cllr D Davis.

Public gallery: Eighteen members of the public.

The Chairman read a public announcement which included a welcome to all those present. As it was the first face-to-face meeting since March 2020, instructions pertaining to Covid-19 safety guidelines and restrictions were also given.

SPC/21/55: To elect Chairman: It was resolved to elect Cllr R Wrinch as Chairman.

SPC/21/56: To elect Vice-chairman: It was resolved to elect Cllr C Mills as Vice-Chairman. Cllr B Powell was thanked for his service as previous Vice-Chairman.

SPC/21/57: Apologies for absence and introduction of co-option candidates: Two prospective co-option candidates were in attendance and were introduced to the meeting. Apologies had been received from a third candidate.

SPC/21/58: Declarations of interest with regard to items on the agenda (completion of updated Register of Interests forms required by all Councillors): Cllrs T Ingram declared a non-pecuniary interest on item SPC/21/66; Cllr R Green non-pecuniary on items SPC/21/66 and 62; Cllr J Briscoe declared a non-pecuniary interest on item SPC/21/65.

SPC/21/59: Public participation at meetings (Meeting open to allow members of the public to speak): A member of the public expressed their concern about the number of vehicles speeding through the village, particularly on Bristol Hill and sometimes with noisy illegal exhausts. A brief debate took place where members discussed the various issues pertaining to this matter in the village and it was agreed that a meeting should be organised with a Police representative in order to seek a solution to the ongoing problems. It was also agreed to ask SCC about 30 mile signage at the point where the speed limit changed when exiting the Marina near the Bristol Hill public house.

At this point in the meeting, a motion was passed to bring forward agenda item SPC/21/63.

Cllr C Mills informed Councillors that he had been approached by a local group of parents wishing to place some temporary skate parking structures at the Lloyd Road MUGA (Multi Use Games Area). There was some growing interest locally and if some temporary provision could be agreed, with a number of agreed management/supervision terms, the Group and the Parish Council could begin to build a case for some more permanent facilities in the future, not necessarily on this site.

The spokesperson for the skatepark group was invited to speak: The group had recently set up a social media page which already had some 270 members and interest continued to grow. The group proposed a temporary solution of a couple of ramps, with the proviso that they would maintain them and monitor their use. The group did not wish to take anything away from the existing facility and would be able to place the temporary structures on the strips to the side of the court. Some trials had already been carried out and this was workable but permission from the Parish Council would mean that the ramps could be left overnight instead of being collected and stored.

Members discussed the various aspects about this proposal, including insurance, maintenance, possibility of noise/anti-social behaviour, signage, management and period of use.

Following due consideration, it was resolved to allow the Skatepark Group to place the proposed ramps, on a trial basis, on the side strip of the basketball court, with the following conditions:

- Skatepark Group to forward their draft Rules of Engagement to the Parish Council.
- The proposal was subject to the activity being covered by the Parish Councils' insurers (Clerk to verify).
- The temporary structures would be allowed for an uninterrupted period of six months from the date of insurance validation.
- The Skatepark Group would be responsible for the ramps' maintenance, removal and monitoring.
- The Parish Council's warden would carry out an initial inspection and would include the equipment in the regular play equipment inspections thereafter (further RosPa training to be arranged if needed).
- As this was a temporary provision, such as the previous summer holiday skateparks, no further public consultation would be needed at this stage. Any feedback received would be monitored and issues addressed.
- Regular reports to be provided by the Skatepark Group.
- Project to be monitored by both parties during its duration.

A number of members of the public presented their objections to agenda item SPC/21/68 a), namely highways considerations, flooding concerns and number of proposed dwellings on the site.

A number of members of the public left the meeting at this stage.

SPC/21/60: Reports

- a) County Councillor's report: A new County Councillor had recently been elected and it was hoped they would attend the next Council meeting.
- b) District Councillor's report: Cllr D Davis gave members a brief report, as the annual report was due to be presented at the Annual Parish meeting the following week.

SPC/21/61: To approve the minutes of the meeting held 23 April 2021: It was resolved to approve the minutes as a true record of the meeting held.

SPC/21/62: To consider proposal received from SCC for ANPR pilot scheme: Following due consideration, it was decided that the scheme was not suitable for Shotley, particularly because no location could be identified which met the necessary criteria.

SPC/21/63: Play Provision Working Group: To receive update and consider proposal for skateparks at the Lloyd Road site: This item had already been considered and no further matters were raised.

SPC/21/64: Community Orchard Project: Update on water supply payment arrangements: It was resolved to agree the one -off payment suggestion of £120 rather than £20 on a monthly basis. The Clerk informed members that the Group had recently applied for external funding towards a bench at the Orchard and a full proposal was due to be presented for consideration at the next meeting.

The Group had also made enquiries about a publicised project which involved planting a tree for each

resident in the village but it was accepted that it would be difficult to find somewhere suitable where 1840 trees could be planted.

SPC/21/65: Neighbourhood Development Plan Working Group: To receive update and agree way forward: Following some debate about the current position and views of some of the original group members, it was agreed that the remaining members of the group would be advised that if they wished to take the project forward, the Parish Council would be willing to support them providing clear terms of reference were agreed. This was due to the policy and financial implications of the plan. Clerk to contact the group's spokesperson following Cllr D Davis' withdrawal from the project and terms of reference to be agreed at the next meeting.

SPC/21/66: Shotley Peninsula Shoreline CIC- To receive update and consider requests: A brief report was provided by Cllr T Ingram, which included some recent repairs to a concrete section of the coastal defence. A request to instal a leaflet box on the public convenience's building wall was not approved.

SPC/21/67: To ratify permission for the use of Lloyd Road open space for fitness classes by independent personal trainer (details circulated): The permission agreed electronically between Councillors was ratified.

SPC/21/68: Planning matters

- a) **Application: DC/21/02350 - Farmside, Main Road-** Application for Outline Planning Permission (some matters reserved, access to be considered) Town and Country Planning Act 1990 - Erection of up to 4No dwellings, new vehicular access and improvements to landscaping. (following demolition of prefabricated building and associated ancillary buildings): Following due consideration, and taking into account the concerns raised by members of the public, it was resolved to recommend the refusal of this planning application on the following grounds:

Highway's considerations- Policy T11, LP 32 (3) a) e) f) Safe, Sustainable and Active Transport; NPPF 9 Promoting sustainable transport (108 b), 109, 110 c) d): The site was in an area of tight, consecutive bends and turns, where a considerable number of road traffic collisions had taken place over the years. The maximum speed on that section of the B1456 was 40 miles but anyone who regularly travelled in and out of Shotley would be able to verify that much higher speeds were achieved, to the point where existing residents needing to cross the road placed themselves in serious danger every time they did so.

Visibility splay to exit the site was also of extreme concern because by the time an exiting driver could see an oncoming vehicle, unless they were travelling at a slower speed, a collision may be unavoidable. This was further exacerbated by the narrowness of both sides of the road and the high hedges on either side, which meant that there really was nowhere to go to avoid an accident.

By the developer's own admission, the access was not suitable.

Furthermore, there was no safe pedestrian route between the site and the centre of the village, where amenities such as the local primary school, the doctor's surgery, shop and post office were located. It was not possible to assume that future residents of the development would always be able to travel by car and the possibility that children, elderly or vulnerable residents or anyone with mobility issues may find themselves attempting to access the village on foot via this extremely narrow, windy and fast stretch of the B1456 was extremely concerning.

Overdevelopment of the site: Although the planning authority may argue that the site could accommodate a higher number of dwellings, and a proposal for four dwellings would be in line with the Local Plan and the NPPF, consideration must be given to the effects that any number of dwellings would have, not just to the site itself but to neighbouring properties and with regards to highways considerations.

The more dwellings there were, the higher the number of vehicles entering and exiting the site, thus proportionally increasing the risk of road traffic collisions or injury to pedestrians.

In addition, the higher the number of dwellings, the higher the number of movements such as solid fuel deliveries (no mains gas in Shotley), milk person/post person, parcel companies, waste collection and visitor traffic. And consequentially, the more the risk was increased.

Flooding: Policy LP 29- Flood risk and vulnerability; NPPF 14 Meeting the challenge of climate change, flooding and coastal change 149, 155, 156, 157, 163: Although the developer reported that there was no risk of flooding, this was not correct. "The Boot" had completely flooded twice in recent years. Any increase in the number of dwellings would increase the area of hard surface and amount of water run-off, which would, in turn, increase the risk of flooding unless considerable mitigation measures were put in place.

It was had also been alleged that a neighbouring property, which had suffered with flooding on several occasions, had been denied any right of access by the landowner when they had attempted to put in place flood defences to protect their property.

- b) **Application: DC/21/02528 7 Bristol Hill** - Erection of single storey rear extension with canopy and associated landscaping: It was resolved to recommend the approval of this planning application.

- c) **Decision: DC/21/01446 Old School House, School Road**, Works to Trees in a Conservation Area and Protected by a Preservation Order - G1 (Holme oak)- Raise overhang up to 5m and reduce extended lower lateral growth by up to 2m T1 (Maple) - Reduce to previous points- **Permission granted: Noted.**

- d) **Decision: DC/21/0170633 Orwell View Road**- Erection of single storey front and rear extensions, and replacement of rear windows with bifold doors- **Permission granted: Noted.**

- e) **Decision: DC/21/02062 Hill House, Wades Lane**- Application for works to trees subject to a Tree Preservation Order (ES33/G6) - Fell 1no Oak. Reduce 1no Oak to half height. Remove of selected lower limbs of Oak and Chestnut trees along the driveway to allow light and space for other trees- **Permission granted: Noted.**

- f) **Planning appeal - AP/21/00029 - Shotley Caravan Park, Gate Farm Road**- Application for a Lawful Development Certificate for a proposed use. Use of land for the stationing of 26no static caravans for permanent residential occupation: The Parish Council had not changed its position since the time when planning comments had been submitted, therefore no further action was needed, as those comments would be submitted to the inspector as part of the appeal process.

The Clerk informed members that the Bristol Arms status as an Asset of Community Value

would come to an end on June 30th and a new application would need to be submitted. Cllr D Davis was asked to provide the Clerk with a portfolio of evidence to support an application.

Cllr R Wrinch left the room at 8.20pm to enable discussions around a matter on which he had a pecuniary interest. Cllr C Mills took the Chairmanship role.

Members discussed a housing survey which had been delivered to all the local residents and which had been commissioned by Cllr R Wrinch, as a local landowner, in order to gather data to support a possible development on land adjoining Chapel Fields. The survey made reference to Babergh District Council and to the Shotley Parish Council and there appeared to be some misunderstanding with regards to that association. Members agreed that it should be publicised that the survey was entirely separate from the Parish Council in order to allay any such concerns or any future implications in terms of planning consultation.

Cllr R Wrinch returned to the room.

SPC/21/69: To approve Committees and Working Groups' memberships/liaison Councillors: It was resolved to approve membership and representatives as follows:

- a) Employment Committee: B Powell, M Williams, R Green
- b) Employment Committee Appeals: R Wrinch, D Davis, J Briscoe
- c) Complaints Committee: B Powell, R Wrinch, M Williams, R Green
- d) Complaints Committee Appeals: C Mills, J Briscoe, one vacant position remaining
- e) Neighbourhood Development Plan WG: No appointments for the time being
- f) Finance Working Group: B Powell, R Green
- g) Facilities and Open Spaces Working Group: R Wrinch, D Davis, T Ingram
- h) Village Hall Management Committee liaison: M Williams
- i) HMS Ganges Museum liaison: M Williams
- j) Shotley Pier Project liaison: B Powell
- k) Babergh East Police and Parish Forum liaison: M Williams
- l) Harwich International Port (Local Authority Liaison Cte) (HIP LALC): R Wrinch, B Powell
- m) Shotley Peninsula Shoreline CIC: R Green, T Ingram

Co-opted councillor to be invited to join the available Committees and Working Groups when possible.

SPC/21/70: 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 as follows:

Salaries, Tax, NI and pension liabilities	£1,864.69
Clerk's expenses (Microsoft licence, domains, BT, food parcel scheme)	£362.51
Bristol Hill Public Conveniences cleaning contract	£341.00
Village Warden contract	£635.75
Grass cutting contract	£385.00
BDC bin emptying contract	£1,317.49
N Power (Bristol Hill wc's)	£29.90
R Millan (Orchard water supply)	£120.00
Rialtas- accounts software	£216.00
Tuddenham Press- printing costs	£30.00

- a) To approve annual Standing Orders/Direct Debits and regular contractual payments (Stour and Orwell Society (£10 p/a), Suffolk Wildlife Trust (£35 p/a), Kingsland Lease (£25 p/a): It was resolved to approve all listed.
- b) To approve revised version of Internal Control Statement and Report: Deferred.
- c) To approve the Annual Governance Statement (Section 1 of the AGAR Part 2) for Year ended 31 March 2021: Deferred.
- d) To approve the Annual Accounts for year ended 31 March 2021: Deferred.
- e) To approve the Asset Register for the year ended 31 March 2021: Deferred.
- f) To approve the Accounting Statements (Section 2 of the AGAR Part 2) for year ended 31 March 2021: Deferred.
- g) To receive updates on ongoing matters (including allotments and Lower Harlings footpath): A brief report was provided by the Clerk. The allotment matters were ongoing and SCC had clarified their position with regards to the footpath, which meant that the Parish Council would be unable to do any work to it for the time being.

SPC/21/71: To note any further correspondence received and agree any response needed:

- a) East Suffolk Council - Consultation on new residential development brief: Noted.
- b) Notification of East Suffolk Council Statement of Community Involvement adoption: Noted.

SPC/21/72: Reports from Councillors on matters not itemised on agenda/requests for 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): Reports received from Councillors included inconsiderate dog

ownership in Kingsland and the effects of coastal erosion on the Shotley Marshes and unlikelihood of the Environmental Agency or the landowner being able to carry out any remedial works. This may affect the England Coastal Path, but further updates would be provided in the future.

SPC/21/73: Date of next meeting: 27 May (Annual Parish Meeting) and 17th June (Parish Council): Noted.

SPC/21/74: 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: It was approved to exclude any remaining members of the public.*

SPC/21/75: To consider nominations for the Shotley Community Awards 2021: Nominations for this year's Community Awards were considered and approved by members.

With no further matters to be transacted, the meeting ended at 9.50pm.

Signed: _____ **Date:** _____