

Minutes of a meeting of the Shotley Parish Council held on Thursday, September 16th 2021 at 7:15 pm, at the Shotley Village Hall.

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

County and District Councils: County Cllr S Harley.

Public gallery: Two members of the public.

SPC/21/105: Apologies for absence: Apologies had been received from Cllr D Davis.

SPC/21/106: Declarations of interest with regard to items on the Agenda: Cllr T Ingram declared a non-pecuniary interest on item 113.

SPC/21/107: Public participation at meetings (Meeting open to allow members of the public to speak): There were no comments from the public.

SPC/21/108: Reports

- a) County Councillor's report: Cllr S Harley's report had been circulated to members ahead of the meeting.
- b) District Councillor's report: Cllr Davis' report had also been circulated.

SPC/21/109: To approve the minutes of the Parish Council meeting held on July 15th 2021: It was resolved to approve the minutes as a true record of the meeting held.

SPC/21/110: Planning matters: To consider any applications received and note decisions:

- a) **Application: DC/20/05726 9-10 Rose Farm Cottages, Rose Farm Lane-** Re-consultation- - Erection of a private quayside dock, wave breaker, new jetty and pontoon, Shore protection works and removal of the existing Jetties (existing Litter (Barge) to be sunk subject to agreement): No change in response from the previous submission.
- b) **Application: DC/21/04486 12 Kirkton Close-** Erection of two-storey side extension including integral garage(following demolition of existing garage: It was resolved to recommend the approval of this planning application.
- c) **Decision: DC/21/04007 Quintry, 17 Tudor Close -** Application for Works to trees subject to a Tree Preservation Order (BT130A/A1) - Fell 3no Small Pine tree (Poor form, suppressed crown, root heave. ivy and heavily leaning towards car parking area): Consent Granted.
- d) **Decision: DC/21/03566 Lindi, The Street - Discharge of Conditions** Application for DC/20/05339 - Condition 5 (Discharge of Surface Water), Condition 6 (Parking and Manoeuvring) and Condition 7 (Demolition/Construction Management Plan): Noted.
- e) **Decision: DC/21/04005 Carr Naze, Estuary Road -** Non-Material amendment to DC/20/02089 - Remove door and change window to bi-fold door: Amendments approved.

- f) **Decision: DC/21/03518 88 Kingsland** - Erection of single-storey extension to provide disabled adaptations (following demolition of existing carport): Planning Permission Granted.
- g) **Appeal APP/D3505/D/21/3269082: DC/20/ /04345 and 04346 Charity Farmhouse, Wades Lane** - Application for Listed Building Consent - Erection of single-story linked extension(following demolition of existing). Erection of first floor rear extension (re-submission of DC/19/04952): Noted.

SPC/21/111: Play Provision Working Group:

- a) To receive the annual inspection reports for the Lloyd Road and Kingsland play equipment and note that due to impending replacement, no capital expenditure is expected and only minor repairs will be undertaken: Both reports were duly reviewed by members. There were no matters of concern and, as previously agreed, only minor/health and safety repairs would be undertaken.
- b) To receive an update, including Skatepark Project (on 20.05.2021 the project was approved for a period of six months from the date of insurance cover (25.05.21) subject to conditions - Interim report due (Cllr CM): A report was given by Cllr C Mills. The majority of feedback received had been positive, with just some concerns about noise levels being raised by neighbouring residents. The temporary facility was being very well used, and the skatepark group was considering the possibility of more permanent provision, at a suitable location, at some point in the future.

SPC/21/112: Highways matters:

- a) SCC Highways response re inability to erect 30mph on Bristol Hill (enforceable by virtue of street lighting) and suggestion to paint SLOW road markings on the two approaches to the Pub (cost to be incurred by Parish Council-awaiting quotes): The response received from SCC Highways was noted but it was agreed that this matter should be pursued further due to some inconsistencies within the response (ie location of previous signs).

Following due consideration, it was decided not to proceed with the painting of SLOW markings. In addition to the prohibitive cost (traffic survey, contractor fees), members did not believe these would affect the behaviour of inconsiderate or anti-social drivers.

Cllr S Harley informed members that the junction road markings on Kingsland should be re-painted within fourteen days, following his report to SCC Highways.

- b) To consider resident's suggestion to display signage provided by SCC encouraging walking instead of driving, as part of their latest campaign to reduce pollution (Chairman to bring the item forward if resident in attendance): Members felt that there was already abundant signage within the parish to encourage walking and that walking itself would be made easier if SCC Highways carried out regular maintenance to the existing footpaths and footways.

One clear example was the footpath between the Shotley Primary School and East View Terrace, which had been neglected for a number of years. As this path was the only safe pedestrian link between the two points, the Parish Council had stepped in and paid for the cost of maintaining it on several occasions, but this situation needed to be re-visited.

County Cllr Harley agreed to visit the area in question and report his findings to Suffolk County Council. County Cllr Hartley was also informed of other paths which were not being suitably maintained and asked to intervene.

SPC/21/113: Shotley Peninsula Shoreline CIC- To receive an update (Cllr TI) and consider the suggestion for the purchase of a trailer for a dumper truck (expenditure under £500) and future equipment storage solution: A report was received from Cllr T Ingram. There was some debate regarding whether any long term solutions had been identified in terms of coastal erosion protection. The Covid-pandemic meant that the level of funding needed for the previously proposed erosion protection works would not be available for quite some time. There was also the added pressure of securing labour and materials, as there were shortages worldwide.

Some members highlighted that the emphasis being placed on climate change may encourage private funding by organisations wishing to improve their environmental credentials/offset their impact and that the Group could explore this angle. Other suggestions were also put forward by members, such as a sponsored walk by the local school, which may also help raise awareness of the parents, and the Group's profile.

The Group would continue monitoring any changes to the foreshore and existing defences but, in terms of works, would only be able to carry out minor repairs for the foreseeable future.

The Clerk and the Chairman of the Council had recently met with some of the Group's members to provide governance and administrative guidance. The Group also asked the Parish Council for their continued support with the annual insurance premium payment.

On the matter of the dumper truck storage and trailer purchase, it was decided not to purchase the trailer and instead offer the dumper truck for sale. Cllr R Wrinch volunteered to make enquiries about its current market value.

SPC/21/114: Shotley PC Allotments Review (including tenancy agreement, Warden role and terms, site maintenance, pricing structure, boundary matters): To consider and approve relevant documents: Although most of the papers had been circulated, there had not been sufficient time for them to be thoroughly reviewed by members. The matter was deferred to the next meeting.

SPC/21/115: 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	£1,864.09
Clerk's expenses (Microsoft licence, domains, BT, food parcel scheme)	£269.48
Bristol Hill Public Conveniences cleaning contract	£341.00
Village Warden contract	£635.75
PHS Group- Public conveniences	£92.70
Casper de Boer-Repairs materials	£28.00
Grass Cutting contract (2 months)	£792.50
Total	£4,023.52
Receipts:	
Food parcel scheme contribution	£50.00

Precept- second half	£32,155.50
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- To receive updates on ongoing matters: One of the memorial benches in the Heritage Park had been tampered with, but fortunately, SPSP CIC volunteers had re-concreted it back in. One of the picnic tables opposite the Bristol Pub had also been damaged, but parts were on order and repairs had been organised.

Two residents had kindly cleared the overgrown weeds that ran along the path between Lower Harlings and Baker Close, and the Clerk had organised the collection of the resulting waste. The debris from a recent collision on the B1456 had been reported to SCC Highways but was yet to be cleared. The overgrown path and hedge opposite Shotley Primary School, which had also been reported on several occasions, had finally been cut back.

A disappointing response had been received from the Flood & Coastal Risk Management Officer for the East Anglia Area to an inquiry from the Clerk, following the release of their latest Risk Management Strategy. Unfortunately, the new Flood and Coastal Erosion Risk Management Strategy did not address the boundary problem that was the root of the issue, which centred on erosion and thus fell outside the scope of the Environment Agency. Furthermore, the location lay upstream of the coast as defined by schedule 4 of the Coast Protection Act 1949. This legislation drew lines across 111 different estuaries in the United Kingdom. Number 17 was relevant to Shotley since it drew a line along the 1949 ferry route between Felixstowe and Harwich. Upstream of this line, there was no funding for works to prevent erosion. That part of the Act had not been amended, and there were no plans to do so.

- Internal and External Audit process- consideration regarding any amendments that may be required for the completion of the process: The audits were yet to be completed by the respective auditors. Deferred to the next meeting.

SPC/21/116: To consider the Parish Council's role in the Queen's Platinum Jubilee celebrations 2022:

Following some discussion around several proposals (including a street fete, carnival floats, dressing up, wearing crowns, organised entertainment, activities with the local schools, etc), several action points were agreed in order for this matter to be progressed.

Regarding the proposal to hold a street fete in Kingsland/Queensland, which would necessitate a road closure, Cllr S Harley was asked to make further enquiries with SCC Highways on behalf of the Parish Council.

The Clerk was asked to write to local businesses in order to ascertain where they would like to be involved and to what level.

Cllr M Williams agreed to liaise with the Village Hall Management Committee, and the item would continue to feature on the Agenda as this matter progressed. The date for the events was agreed as Saturday, June 4th 2022.

SPC/21/117: To note any further correspondence received and agree response needed: Please note- Items handled by separate Committees are not included in general correspondence at this stage:

- Shotley Gate Beach Clean event December 3rd 2021 (Surfers Against Sewage fundraising event)- Invitation to join: It was agreed to support this event.
- BDC changes to car parking charges effective from January 2022, consultation and virtual workshop invitation: Noted.

- c) Suffolk Heritage Champion Awards -Invitation to nominate: A nomination was received from members and agreed.
- d) Invitation from BDC/MSDC Waste Services to attend waste facility tours (10th, September 11th): Noted.
- e) Prop-Tech fund - Expression of interest survey - funds for improving planning information within parishes (completed and circulated): The Clerk had circulated the response she had prepared and had previously been electronically agreed.
- f) Ratification of request by the Orchard Group to hold a cake sale (approved electronically with conditions and covered by SPC insurance): The relevant details had been noted by members and communicated to the appropriate parties.

SPC/21/118: Reports from Councillors on matters not itemised on the 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 were received from members on various matters, including: Defective dog signage at Kingsland (Cllr B Powell to action); gunfire heard in one of the surrounding woods but with no further information available; An ongoing vehicle oil spillage on Great Harlings which had been reported to the Environment Agency; The broken drain on The street (traffic cones have been placed near it).

Cllr R Green also reported on a meeting with a local tree surgeon, and Cllr R Wrinch on his upcoming planning application for a housing development next to Chapel Fields.

SPC/21/119: Date of next meeting: October 21st 2021: Noted. Cllr J Briscoe gave members her apologies due to a scheduled appointment.

SPC/21/120: To consider the 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 resolved to exclude all public present.

SPC/21/121: To receive update from Cllr B Powell and District Cllr D Davis on planning matters: A brief report was received from Cllrs B Powell and R Wrinch and a number of actions were agreed upon based on the issues raised.

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

Signed:_____ **Date:**_____

