

Minutes of a meeting of the Shotley Parish Council held on Thursday, September 29th , 2022, at 7:15 pm, at the Shotley Village Hall.

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

County and District Councils: District Cllr. D Davis. County Cllr S Hartley's apologies were noted.

Public gallery: Three members of the public.

A minute's silence was observed to mark the recent passing of Her Majesty Queen Elizabeth II.

SPC/22/107: To receive apologies for absence and note resignation of Cllr J Briscoe: Apologies had been received (and were duly approved) from Cllrs S Pallant and C Smith. Cllr J Briscoe's resignation was noted.

SPC/22/108: Public participation at meetings (Meeting open to allow members of the public to speak) - To include presentation from representatives of the Suffolk Library: A Library representative was in attendance and gave members a detailed report on the pilot scheme that led to the current Shotley mobile library service, the number of users, activities covered, the budget shortages and threat of closure, and revenue capital needed. District Cllr D Davis had pledged £500 from his Locality Budget towards the £8,000 annual cost but there remained a shortfall of £7,500. Members asked a number of questions and thanked the representative for the passionate way in which they had presented their case.

SPC/22/109: Declarations of interest with regard to items on the agenda: Cllrs T Ingram and R Green declared a non-pecuniary interest on item SPC/22/115.

SPC/22/110: Reports

- a) County Councillor's report: A written report had been received from Cllr Simon Harley and circulated to members.
- b) District Councillor's report: Cllr D Davis's report had also been circulated and was further updated.

SPC/22/111: Suffolk Library considerations: Following due consideration and taking into account the points raised by the Library representative in attendance, and the members of the public who had come to a previous meeting, Councillors unanimously agreed that they would offer their full support towards keeping the facility. However, they would need sight of the detailed financial information before any further commitments could be made. Members were informed that a breakdown of costs would be sent to the Parish Council in due course.

SPC/22/112: To approve the minutes of the Parish Council meeting held on the 21st July 2022: It was resolved to approve the minutes as a true record of the meetings held.

SPC/22/113: Planning matters

- a) **Application: DC/22/04342 - Charity Farmhouse, Wades Lane** - Application for Listed Building Consent - Replacement of fenestration on north elevation: It was resolved to recommend the approval of this planning application.
- b) **Decision: DC/22/02782 Farmside, Main Road** - Discharge of Conditions Application for DC/21/06150 - Condition 3 (Land Contamination), Condition 4 (Biodiversity Enhancement Strategy), Condition 8 (Access Surface), Condition 9 (Discharge of Surface Water), Condition 12 (Electric Vehicle Charging), Condition 14 (Landscaping Scheme) and Condition 16 (External Lighting): Noted.

- c) **Ganges development-** To receive update and note correspondence received: A number of letters from neighbouring residents had been received and would be passed on to Wavesmere for their consideration and action. Cllr C Mills informed members that he was holding the speed signage for the peninsula, should any be required by neighbouring parishes.

SPC/22/114: To consider a grant application from The Rose Bowls Club: It was resolved to approve funding of £250.00 for the Bowls Club.

SPC/22/115: Shotley Peninsula Shoreline CIC: Update: A report on recent gabion repair work was received from Cllr T Ingram.

SPC/22/116: To consider the Parish Council's position regarding the purchase of a staircase intended for use on Parish Council land: *The Parish Clerk had expressed their intention to leave the room once this matter was considered and did so at this point.* Members discussed the recent purchase of a staircase by one of the Councillors and the presentation of a manual bill for payment. Following some discussion, it was agreed that the staircase would remain the property of the Councillor in question, the Parish Council would not effect any payment towards it, and that it would be up to the Councillor in question to realise their investment.

The Parish Council may, at a later stage, consider whether to seek quotes for the repair or replacement of the gabion steps. However, at that point, the Shotley Peninsula Shoreline group was concentrating on the gabion cage repairs ahead of Winter, which was deemed to be a priority. *The Clerk returned to the meeting.*

SPC/22/117: To consider possible support actions to be taken in light of the current cost of living crisis, including Community Support Scheme and Warm Bank: The Clerk informed Councilors of her proposal to open a "Warm Space" at the Shotley Village Hall, which would provide a safe and warm space for anyone to use in the current financial crisis. The Clerk was also continuing to make enquiries about opening a Food Support Scheme once a fortnight, after school hours, to help any residents in need. The necessary permissions from the Village Hall Management Committee had been secured and some funding remained from previous schemes the Clerk had secured during 2021 which could be used for the initiative.

Members were unanimously supportive of the ideas and further suggestions were added, which included combining the Mobile Library provision with the schemes and passing on any "profits" to the Library. The Clerk would continue to make arrangements so that the scheme could be in place as soon as possible.

SPC/22/118 Finance and administration:

- a) To consider and approve accounts for payment and note receipts/bank balances and reconciliations: The total balances for the reconciled accounts stood at £177,101.14. It was resolved to approve the accounts for payment as follows:

Salaries, Tax, NI and pension liabilities	£1,925.31
Bristol Hill Public Conveniences cleaning contract	£330.00
Village Warden contract	£635.75
Clerk's expenses	£342.68

N Power (Bristol Hill WC's)	£39.49
Wave (Bristol Hill WC's)	£50.35
Total:	£3,323.58
Balances held (bank accounts):	
Current account	£124,321.35
Deposit account	£52,321.19
Tracker account	£458.60
Total:	£177,101.14

- b) To receive and approve the Internal Audit Report for the year ended 31.03.22: The Internal Audit report had been circulated to members ahead of the meeting and was approved. The Clerk was praised for another very good report. The External Auditors were yet to complete their section and had issued an interim Report, which would be published as required.
- c) SAAA Audit Procurement - To consider and approve recommendation to continue with existing arrangements: The Clerk's recommendation to continue with the existing arrangements was unanimously approved.
- d) To approve the purchase of a Remembrance Wreath: It was resolved to approve the purchase of a Remembrance Wreath, with a donation agreed at £95.00.
- e) To consider and approve Christmas 2022 events dates and expenditure: The regular expenditure for the purchase of Christmas trees was approved. In addition, members appreciated that some families would potentially struggle in the current climate and felt that something extra should be done to benefit the children in particular. With this in mind, it was also agreed to commission a Christmas party on December 17th for the school children, which the Clerk would organise. An additional budget of £750 to £800 was approved for this event.
- f) To receive update on ongoing matters: A detailed report was provided by the Clerk, which included reference to a resident survey in Gayford Terrace needed to support the ongoing application for a SID (speed indicator device), and the purchase of a new litter trolley for the community warden.

SPC/22/119: To note any further correspondence received and agree response needed:

- a) Sudbury and District CAB AGM notice (12/10/2022): Noted.
- b) Correspondence from residents re. the Ganges development (covered under agenda item 113): Forwarded to developer.
- c) AONB funding opportunity (forwarded to SPS CIC): Noted.

- d) Notification of Police meeting (attended by Cllr C Smith): Brief report received from Cllr M Williams.
- e) Barclays data updates (administrative task): Signatories were asked to sign a number of forms for the bank mandate.

SPC/22/120: 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.

Cllr M Williams (as per item 119 d) provided a Police meeting liaison report.

Members were alerted to the theft of two motor vehicles from the village recently.

Cllr R Wrinch indicated that planning documents had been submitted to Babergh District Council, and that the planning application for the Wrinch family-owned land on The Street may be received by the Parish Council for consideration at the next meeting.

Cllr T Ingram reported on a tree which was leaning over the foreshore footpath. Clerk to organise site visit by tree surgeon.

In light of the fact that some co-option candidates had been unable to attend the September meeting, members agreed that the co-option would now take place in November.

SPC/22/121: Date of next meeting: 20 October 2022: Noted.

With no further matters to be transacted, the meeting ended at 9:25pm.

Signed:_____ Date:_____