

Minutes of the Shotley Parish Council meeting held on Thursday 21 April 2011 at 7.15pm in the Large Committee Room, Shotley Village Hall

Present: Councillors: R Wrinch (chair), G Anderson, T Ingram and M Matthews, Clerk: L Rowlands and RFO: D Bedwell

In attendance: Four members of the public

1. To receive apologies for absence – C.Cllr D Woods, SNT and SPC Cllrs G Brown (work commitments), B Nicholls, G Steel, J Catling and N Bugg (other commitments)

2. To receive Declarations of interest – None

3. To receive reports from (if available):

3.1 District Councillor – Cllr Clarke confirmed that BELSP had awarded £1700 to the Footpath Group (£700 more than asked for!) and advised that the LSP was to be wound up as no further funds were available from central Government. This was to be Cllr Clarke's final appearance in an official capacity and she was sad to go. The Chairman thanked her on behalf of the Council for all her excellent work and boundless enthusiasm for the area over the years. The Berners Ward election was non-contested; there would be a poll for residents of BDC and MSDC on 9 May for a month to decide on the merger – if it gets the go ahead from the Secretary of State another election would be held in 2013.

3.2 County Councillor – No written report available although Cllr Wood had advised by telephone that he was working with various agencies to try and retain the Buzabout cutbacks.

3.3 Safer Neighbourhood Team – There had been three reported crimes in March: one of criminal damage; one dangerous dog causing injury in public and theft from motor vehicle.

3.4 Parish Plan Implementation Board – SYNC were to hold a BBQ at 2-5pm, 4 June to which the community are invited – further details to follow.

3.5 Shotley Community Emergency Plan – No report.

3.6 Parish Clerk – No report.

3.7 Responsible Financial Officer

3.7.1 The Parish Council reserves were as follows:

Community Account	£26,773.29
Premium Account	£ 455.09
Tracker Account	<u>£77,538.73</u>
Total:	<u>£104,767.11</u>

Which includes earmarked reserves and funds:

Ganges Playground	£ 7,500.00
Kingsland Playground	£ 7,500.00
BELSP (Tennis Courts £8K, SYNC £2K)	<u>£10,000.00</u>
Grand Total:	<u>£79,767.11</u>

(The above figures do not include Accounts Payable presented at this meeting)

3.7.2 Accounts will be ready for next meeting.

3.7.3 Meeting to be arranged with Footpath Treasurer once a clearer picture on OSAC and Footpath figures are available.

3.8 Community Warden

- **Litter** – increased as the days get longer – especially McDonalds Monopoly promotion.
- **Ganges Playpark - Tennis Courts** – a lot more smashed bottles and some in the play area. Football goals and nets slightly damaged. Goal mouth area grass growing slowly. Play area – one of the swing chains has been snapped – to be welded, replacement of all swing shackles to be carried out as very worn.

3.9 Stour Footpath Group
Report

- Grant obtained for £540 from Transforming Suffolk Community Fund to purchase bench for picnic area.
- Heritage Lottery Workshop attended
- Haven Gateway Partnership confirmed that gabions and picnic area project was in the final of a competition to win £18,000 of funding.
- Bottom step on gabions repaired and new 'Keep off Sea Defence' signs erected.
- Contractor quotations now obtained.

Actions in next period

- Continue search for funders for Phase 2 Erosion Protection and Picnic Area.
- Apply for 'Sustainable Development Funding' from Suffolk Coast and Heaths.
- Approach Heritage Lottery Fund with Pre-application information.
- Attend Funding Application Workshop on 11 May
- Apply to SCC for Footpath Closure from 1 July 2011.
- Appoint Contractor and agree start date.

4. **Open forum for members of the public to speak to Councillors on items appearing on the agenda –**
5. **Minutes of the Parish Council Meeting held on 17 March 2011** - The minutes were declared a true and accurate record and were signed as such by the Chairman
6. **To agree minutes of the Review Meeting held on 24 March 2011** - Deferred
7. **Matters of report from minutes of previous meetings – none**
8. **To receive the Draft Minutes of the Open Spaces & Amenities Committee for:**
 - 8.1 8 March 2011; and
 - 8.2 14 April 2011 – **both received and noted**
9. **HMS Ganges: update and to agree any actions (if appropriate) in response to information received re:**
 - 9.1 Development of site – An invitation to contribute to the Health Impact Assessment had been received from Haylink's consultant. Clerk advised that contact details for various residents and businesses in Shotley had been forwarded to the consultant. It was suggested that he should talk to the surgery and the PCT and we should ask to see his terms of reference.
 - 9.2 Mast – No update.
 - 9.3 Conservation Appraisal – Closing date for comments – end of April – Clerk to circulate BDC's web link to draft report. Report to BDC's Strategy Committee 2 June 2011.
10. **SCC/BDC Divestment Plans – update and to agree any actions (if appropriate) in response to information received re:**
 - 10.1 School crossing patrol – No further news
 - 10.2 Chelmondston recycling and household refuse centre – a meeting had been held earlier in the evening – to await further figures from Mark Deer before proceeding

- 10.3 Subsidised bus routes – No further news
- 10.4 Mobile Library – No further news – awaiting outcome of SCC's meeting in May
- 10.5 Bristol Hill Public Conveniences – to receive OSAC recommendations – OSAC recommended obtaining further information before making a firm decision
11. **To receive and agree nominations for Shotley Parish Council Community Awards** – Penny Clarke was nominated for the her longstanding work for the community as a Babergh District Councillor
12. **Councillor Vacancy – to agree co-option process** – It was agreed to interview if there was more than one candidate.
13. **Planning matters – To consider response on applications received from Babergh upto 17 April 2011 and subsequently:**
Application(s) received:
 13.1 B/11/00414/VOT – Cockle Creek Cottage, Rose Farm Lane, Shotley, Ipswich IP9 1PH
 – Erection of single-storey and two storey extensions (extension of time limit to condition attached to B/08/01255) - **No objections**
Applications approved:
 13.2 B/11/00222/FHA – Jianci The Street Shotley Ipswich IP9 1LX – Erection of a rear conservatory - **Noted**
Application(s) withdrawn:
 13.3 B/11/00014/FUL – Shotley Post Office and Stores The Street Shotley Ipswich IP9 1NQ
 – part change of use of ground floor from Class A1 use (retail) to class A5 use (hot food takeaway) - **Noted**
14. **To authorise signing of cheques for payments previously agreed:**
- | | | |
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| 14.1 | Clerk's salary (6.3.11-5.4.11) = 61.50 hrs | £568.34 |
| 14.2 | Clerk's expenses – stamps, mileage, stationery and subsistence for | |
| | Oct-Mar 11 | £157.48 |
| 14.3 | RFO's salary (6.3.11-5.4.11) = 39.50 hrs (21 sickness) | £383.85 |
| 14.4 | RFO's expenses – subsistence Oct-Mar 11, stationery anti-virus software | £148.47 |
| 14.5 | Community Warden's salary (6.3.11-5.4.11) = 32.25 hrs | £290.25 |
| 14.6 | Community Warden's expenses – | £6.00 |
| 14.7 | Litter Warden's salary (Village) (6.3.11-5.4.11) = 20hrs | £140.00 |
| 14.8 | Matt's Tree and Grass Garden Services | £137.50 |
| 14.9 | Tess Brown – editing of website – 6.5 hrs to 10 April | £52.00 |
| 14.10 | Land Registry – fee for official search of the index map for the picnic site | £5.00 |
| 14.11 | SALC – Subscription for 2011/12 and copies of the Local Councillor | £620.00 |
| 14.12 | HMRC – tax and national insurance | £311.31 |
| 14.13 | Davies Sports – goalposts for tennis court area | £321.54 |
| 14.14 | Davies Sports – nets for goals | £26.34 |
15. **To consider correspondence received upto 21 April 2011 and any responses required**
- BDC – notification of waste collections over the forthcoming bank holidays and royal wedding day – *e-mailed to cllrs and website and posted on noticeboards*
 - SPS – Suffolk View publication Spring 2011 and diary dates for 2011
 - SALC – Notes on HMRC/PAYE; Council Tax and Precepts; SCC Divestment; Car Allowances; Statutory Duty Review; Budget 2011;
 - Holbrook high school – invite to tea for chair and clerk to discuss school's decision to become an Academy School on 10 May at 4pm
 - Suffolk Wildlife Trust – Newsletter and dates for your diary
 - BDC – Mobile skate park information
 - The Electoral Commission – local elections and referendum on the voting system used to elect MPs to the House of Commons
 - Suffolk ACRE – Community Initiative Awards 2011 – **No nominations**

- i. Scottish Power Renewables – Notification of a consultation re East Anglia ONE Offshore Windfarm – email – eastangliaONE@eastangliawindfarm.com
- j. BDC – Affordable Housing newsletter March 2011
- k. SALC – Training programme for the rest of the year; **Survey for completion – Cllr Ingram to help with questionnaire**

16. Reports from Councillors on matters not itemised on agenda/to be included in next agenda

- 16.1 It was noted that there was a fire at the Ganges Playpark children's play tunnel – Matt to clean up and check still safe to use.
- 16.2 The graffiti wall was being used to smash bottles on and councillors suggested this be removed.
- 16.3 Matt to be asked to repair and replace missing tennis court gate and lock up in the evenings in an attempt to lessen access for bottle smashing activity. Matt to also either remove the central wire dividing the two courts or re-erect fencing.
- 16.4 Anglian Water were investigating drains and water run off in the Stourside area.

Meeting ended: 10.10pm

Next meetings: 19 May 2011 - Annual Parish Council Meeting
 26 May 2011 – Annual Parish Meeting

Key:

BCT = Babergh Communities Together
 BDC = Babergh District Council
 BELSP = Babergh East Local Strategic Partnership
 CPRE = Campaign for the Protection of Rural England
 EERA = East of England Regional Assembly
 ENCAMS = Environmental Campaigns
 LAIS = Local Authority Information Services
 NALC = National Association of Local Councils

PPIB = Parish Plan Implementation Board
 SALC = Suffolk Association of Local Councils
 SCC = Suffolk County Council
 SCHU = Suffolk Coasts and Heaths Unit
 SOS = Stour and Orwell Society
 SPPA – Shotley Peninsula Parish Alliance
 SPC = Shotley Parish Council
 SPS = Suffolk Preservation Society
 SYNC = Shotley Youth New Crew