

Minutes of the Shotley Parish Council meeting held on Thursday 15 December 2011 at 7.15pm in the large Committee Room, Shotley Village Hall

Present: Councillors: M Matthews (Chair), T Ingram, J Catling, N Bugg, G Richens, G Pugh, B Nichols. and RFO: D Bedwell and Clerk: L Rowlands

In attendance: Three members of the public and Cllr D Wood

1. **To receive apologies for absence** – Cllr R Wrinch (incapacitated), SNT (rest days)
2. **To receive Declarations of interest and additions to register** – None
3. **To receive reports from (if available):**
 - 3.1 District Councillor - e-mail report received prior to meeting and circulated.
 - 3.2 County Councillor – There was to be an independent provident society to run the libraries; the mobile libraries would be running on a four weekly visit basis from now on and 20 books at a time can be borrowed; Highways functions may be divested as will travel services – watch this space.
 - 3.3 Safer Neighbourhood Team – There were 8 crimes reported for November: four of criminal damage to vehicle; one of criminal damage to building; two of fraud, one of harassment. Three Acceptable Behaviour Contracts (ABCs) had been entered into recently between some youths and the SNT; the perpetrator of damage at the Ganges Play Area had contributed £100 towards the cost of repairs, had sent a letter of apology to the Council and was carrying out work with the Community Warden – This outcome was welcomed by the Council.
 - 3.4 Myshotley.com – No update available.
 - 3.5 Parish Clerk – Councillors were advised that the meeting scheduled for 16 February would now be held on 23 February due to Drama Group using the whole hall and that all future meetings would start at 7pm; the Hedgerow Survey had been collated and delivered to the organisers; there were 4/5 prospective councillors applying for the vacancy and interviews would be held in January.
 - 3.6 Responsible Financial Officer
 - 3.6.1 To approve budget for 2012/13 – **After minor alterations/additions, it was resolved to approve the budget**
 - 3.6.2 To approve precept for 2012/13 – **It was resolved to approve the precept at £46551.07**, a 5% increase on last year's figure. The increase was in the main due to the Council taking on responsibility for the public conveniences on Bristol Hill – the RFO to supply an article for the Noticeboard explaining the reason for the increase.
 - 3.6.3 To agree to extra cheque signatories – Cllrs Nichols and Catling were to become the extra signatories and were given the appropriate forms for completion.
 - 3.6.4 The audit had been concluded by the external auditors and the appropriate notice was to be displayed outside the village hall. Details regarding the audit to be discussed at the January meeting.

3.6.4. The Parish Council reserves were as follows:

Community Account	£22,918.74
Premium Account	£ 455.27
Tracker Account	<u>£ 8,392.93</u>
Total:	<u>£55,140.95</u>

Which includes earmarked reserves and funds:

Ganges Playground	£ 7,500.00
Kingsland Playground	<u>£ 7,500.00</u>
Grand Total:	<u>£40,140.95</u>

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

- 3.7 Community Warden – Litter and dog poo same as always; fence now repaired at Ganges play area; tennis court fencing will be repaired over the winter; trees on Kingsland play area being pruned; and graffiti wall under-used at the moment.

3.8 Stour Footpath Group

Gabions/Footpath – additional 48m of gabion application still out for consultation; due to high tides and winds in early December, some remedial work to be carried out to the footpath where surface has been washed away.

Picnic Area/Slipway – £18k Haven Gateway funding now received; HMS Ganges bench unveiled recently; request received for one further funded bench at the picnic area –

Council resolved to grant request

Heritage Park – invited to submit a full application to Biffaward for funding; Holbrook High School have produced a 3 minute movie clip of how they are supporting the Heritage Park Project; draft application to SCC being worked on for funding

- 3.9 Open Spaces and Amenities Committee – No report available. The RFO reported that she had been informed by Babergh that a survey of the Bristol Hill toilets had been carried out and a report would be available soon. OSAC to agenda adoption of the facilities at its January meeting, subject to a satisfactory survey.

- 3.10 Community Use Project – Notes of a meeting on 23 November had been received and circulated. A new member had joined the group and further interested parties to be followed up. Site meeting to be fixed for the Co-op consultant to attend. Potential questions to be agreed upon as part of a community consultation exercise – also to involve data collection from the High School

- 3.11 Affordable Housing Working Party – An initial meeting was held on 12 December. Eleven sites were identified and would now be considered by Highways and Planning – site details to be kept confidential for the time being. A timetable was agreed. Size of development and unit sizes to be decided nearer the time. Next meeting in February 2012.

4. **Open forum for members of the public to speak to Councillors on items appearing on the agenda** – The meeting was informed that an EADT photographer was to take photos of the mast at 1pm on 16 December for an article in the EADT
5. **To agree and sign the Minutes of the Parish Council Meeting held on 20 October 2011** - The minutes were declared a true and accurate record and were signed as such by the Chairman

6. **To agree and sign the Minutes of the Parish Council Meeting held on 17 November 2011** - The minutes were declared a true and accurate record and were signed as such by the Chairman
7. **Matters of report from minutes of previous meetings** – The Babergh Development Committee had attended a site meeting at The Rose Pub to discuss the planning application – outcome awaited.
8. **HMS Ganges: update and to agree any actions (if appropriate) in response to information received** – Babergh had issued a lengthy newsletter which had been circulated and reported extensively in the Noticeboard.
9. **Bathside Bay, Harwich – To consider our response on the application to vary the highway conditions** – A response was being worked on along similar lines to our last communication in April of last year and would be forwarded prior to the deadline.
10. **Planning matters – To consider response on applications received from Babergh upto 17 November 2011 and subsequently:**
 - Applications received**
 - 10.1 B/11/01362/FHA - 2 Rose Court Shotley Ipswich IP9 1PB - Erection of single-storey front, side and rear extensions. New pitched roof to existing flat roofed extension; side extension to garage including new pitched roof to the garage - **Not supported as it was felt that the resulting property would be out of proportion with neighbouring properties**
 - Applications approved**
 - 10.2 B/11/01319/TPO – 34 Blake Avenue Shotley Ipswich IP9 1RL – Fell 1 No. Scots Pine, covered by TPO BT130/G4
11. **To authorise signing of cheques for payments previously agreed:**

11.1	Clerk's salary (6.11.11-5.12.11) = 50hrs	£590.28
11.2	Clerk's expenses –	£168.21
11.3	RFO's salary (6.11.11-5.12.11) = 46 hrs	£559.36
11.4	RFO's expenses – stamps	£28.05
11.5	Community Warden's salary (6.11.11-5.12.11) = hrs	£624.00
11.6	Community Warden's expenses – petrol	£8.00
11.7	Litter Warden's salary (Village) (6.11.11-5.12.11) = 20 hrs	£140.00
11.8	Matt's Tree and Grass Garden Services	£150.00
11.9	Steven Leach – editing/building of website – Oct/Nov 11 (orig chq lost)	£80.00
11.10	SVHMC – OSAC and Housing Needs meetings	£52.00
11.11	SVHMC – Community Responder meetings	£26.00
11.12	Groupbridge – spare keys for bollard	£50.40
11.13	Zurich – insurance renewal	£929.71
11.14	Babergh District Council – collection of litter and dog litter bins	£312.00
12. **To consider correspondence received upto 15 December 2011 and any responses required**
 - a. Essex County Council – Joint waste development document – preferred approach - consultation until 19 January 2012 – **No comments**
 - b. SCC – public consultation – A new heritage organisation for Suffolk – deadline 31 January 2012 – **Clerk to read through document and report to January meeting**
 - c. BDC/MSDC update on integrating staffing structures and Newsletter
 - d. NALC – Notes on the Localism Act

- e. SALC – Survey on the impact of cuts and changes to public transport in Suffolk – **Cllr Catling to complete survey and return to SALC**
- f. SCC – budget consultation – meeting the budget challenge
- g. MCS – volunteer newsletter
- h. SALC – LAIS Update on recent issues

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

- 13.1 The Kingsland bin was still not being emptied by Babergh – Clerk to inform Matt/Babergh.
- 13.2 Garden rubbish is being dumped on the verge adjacent to No.2 Orwell View Road – Clerk to inform Babergh

Meeting ended: 9.05pm
Date of next meeting: 19 January 2011