

**Minutes of the Shotley Parish Council meeting held on Thursday 17 February 2011 at 7.15pm
in the Large Committee Room, Shotley Village Hall**

Present: Councillors: R Wrinch (chair), J Catling, G Anderson, B Nichols, G Steel, T Ingram, M Matthews, G Brown and N Bugg, Clerk: L Rowlands and RFO: D Bedwell

In attendance: Four members of the public

1. **To receive apologies for absence** – D.Cllr P Clarke (illness) and T Roberts (holiday), SNT and SPC Cllr G Brown (work commitments)
2. **To receive Declarations of interest** – None
3. **To receive reports from (if available):**
 1. District Councillor – Although no councillors in attendance it was reported that the full merger of BDC and MSDC would be subject to a public poll after the elections in May.
 2. County Councillor – A full written report was presented to the meeting.
 3. Safer Neighbourhood Team – There had been six reported crimes in January: two of criminal damage; one burglary; one theft; one of motor vehicle; and one depositing of litter.
 4. Parish Plan Implementation Board – No report.
 5. Shotley Community Emergency Plan – No report.
 6. Parish Clerk – A complaint had been received from a parishioner close to the Ganges Play Area regarding the siting of the play equipment. Clerk to investigate and agenda for next meeting.

3.7 Responsible Financial Officer

3.7.1 The Parish Council reserves were as follows:

Community Account	£34,755.27
Premium Account	£ 454.03
Tracker Account	£55,369.33
Total:	£90,578.63

Which includes earmarked reserves and funds:

Ganges Playground	£ 7,500.00
Kingsland Playground	£ 7,500.00
BELSP (Tennis Courts £8K, SYNC £2K)	£10,000.00
Grand Total:	£65,578.63

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

3.8 Community Warden - Report

- **Litter** – increased as the days get longer.
- **Tennis Courts** – lot more smashed bottles and some in the play area. Supplier of football goals being chased. Goal mouth area seeded. Top soil donated by local farmer and builder.
- **Footpaths/roads** – grit bins sited. Some plants put in at entrance of village hall to hopefully stop drivers going over grassed area.
- **Beach** – brambles being cut back. Bait board sited at other end of path. Noticeboard vandalised – to be repaired soon
- **Yet to be completed** - Paint to be renewed or ground off the kids play park frame at Kingsland.

3.9 Stour Footpath Group

Report

- SSFRG constitution drawn up and agreed.
- SCC confirmed funding of £35,000 towards phase 2 by end of March
- Hawes to provide costs of design work for picnic area to BDC who will hopefully fund this
- Application for grant of £5K to The Suffolk Foundation.

Actions in next period

- Continue to search for funders
- Continue with local fundraising – textiles and book collections
- Obtain three quotations for phase 2 erosion

4. **Open forum for members of the public to speak to Councillors on items appearing on the agenda** – Discussions re point 11 .
5. **Minutes of the Parish Council Meeting held on 20 January 2011** - The minutes were declared a true and accurate record and were signed as such by the Chairman
6. **To agree minutes of the Extraordinary Meeting held on 9 September 2010** - 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 – none**
8. **To agree revised Terms of Reference for the “Open Spaces and Amenities Committee”** – The ToRs were agreed and an initial meeting to be held as soon as could be arranged.
9. **To agree a replacement signatory and sign appropriate paperwork - deferred**
10. **HMS Ganges: update and to agree any actions (if appropriate) in response to information received re:**
 1. Development of site
 - The Clerk and Cllrs Wrinch, Nichols and Steel attended a briefing meeting with Haylink, their advisers, BDC planners (observers only), BDC Cllr Penny Clark and David Wood in order to discuss their future plans for the site.
 - A concept plan was tabled for comment and it was noted that some of the Inspectors observations had been taken into account in this proposal.
 - SPC suggested that a meeting with the SPPA would be a next useful step.
 - Haylink were asked to provide a copy of their statement of case.
 - It was advised that all the information had been supplied to BDC in order to discharge the conditions re the Spine Road application.
 - Haylink were to appeal the Inspectors decision re the Reserved matters application.
 2. Mast – No update.
 3. Conservation Appraisal – The Conservation Architect to attend the Review Meeting in March in order to make a presentation to the Council and any interested parishioners.
11. **SCC Divestment Plans – update and to agree any actions (if appropriate) in response to information received re:**
 1. School crossing patrol – it would appear that the SPC can fund the patrol along with the PTA – further details to be supplied by SCC before a final decision is made.
 2. Chelmondiston recycling and household refuse centre – The site was to close on 9 May 2011, nearest alternative: Portman Rd and Foxhall. It seemed there were legal obstacles to anyone else running the site other than SCC – contact to be made with WRG if possible to push things forward.

3. Subsidised bus routes – It was noted that Sunday and early evening services were to be axed. Cllr Wood to try and get more information

12. Planning matters – To consider response on applications received from Babergh upto 16 January and subsequently:

Applications approved

1. B/10/00387/VOT/GD – Construction of a Spine Road across the former HMS Ganges site which connects the B1456 Bristol Hill to the King Edward VII Drive and includes a new roundabout junction on the B1456, to give access to Shotley Marina.

13. To authorise signing of cheques for payments previously agreed:

1. Clerk's salary (6.1.11-5.02.11) = 44.50 hrs	£425.76
2. Clerk's expenses – stamps and stationery	£6.95
3. RFO's salary (6.1.11-5.02.11) = 30hrs	£325.76
4. RFO's expenses –	£-
5. Community Warden's salary (6.1.11-5.02.11) = 40.5hrs	£364.50
6. Community Warden's expenses –	£ 9.20
7. Litter Warden's salary (Village) (6.1.11-5.02.11) = 19 hrs	£133.00
8. Matt's Tree and Grass Garden Services	£137.50
9. Tess Brown – editing of website – 9.5 hours to 4 February 2011	£76.00
10. Church News – annual magazine subscription	£6.00
11. Cook's Wastekare Ltd – mini skip for allotments	£125.00
12. Gary Richens – gabion notices and postage	£60.99
13. HMRC – tax and NI contributions	£895.77

14. To consider correspondence received upto 17 February 2011 and any responses required

- a. BELSP – grants available for voluntary and community groups – fifth and final round – **deadline 31 March 2011**
- b. Anglian Water – notification of the replacement of water main along road between Holbrook and Shotley commencing 24 February
- c. SVHMC – minutes of 2010 AGM and agenda for 2011 AGM on 9 February
- d. Scc – Fire Service – have your say on the 2011-2014 Integrated Risk Management Plan – **consultation ends 5 May 2011**
- e. Stour and Orwell Society – copy of their letter to SCC re closure of the tip
- f. Shotley Peninsula Cycling Campaign – newsletter No 3 February 2011
- g. SALC – LAIS 1312.1 – Local Council Accounts and Audit Regulations
- h. SALC – LAIS 1315 – Public Forests consultation
- i. Babergh Affordable Housing – New Year newsletter
- j. Babergh Development Framework – Core Strategy Update
- k. Scout Group – request to put scout sign at village hall and village sign – *dets passed to Chair of SVHMC*
- l. SCC Highways – Notification of temporary road closure to facilitate major mains replacement works by Anglian – *dets given to website and notice board*
- m. SALC – Babergh Area Meeting – 28 Feb 7-9pm Council Chamber BDC – Cllr *G Steel* to attend

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

1. Cllr G Steel had attended the SWT Biodiversity event and wondered if the SPC wishes to nominate some areas for country wildlife status such as: Ganges Wood, Golden Wood and the Cliffs.
2. At the SVHMC's AGM it was noted that there were no changes to the Management Committees and that charges for the hire of the hall were to increase on 1st January 2012.

3. The Environment Agency's contractors had carried out vegetation clearance at Erwarton sea defences in order to prevent animals from making large excavations in the sea wall. This work had not been routinely carried out for over 20 years hence the extensive work carried out this time. Some remedial repairs to the damaged footpath surface to be carried out over the spring and trees to be replanted where necessary. Apparently all permissions necessary had been obtained although the contractors did not appear to have displayed correctly notices to the public advising of the work to be carried out.
4. Petty vandalism had resulted in some road signs being damaged at Lower Harlings (cul-de-sac) and Estuary Crescent (Hill end) BDC to be asked to concrete in the signs.

Meeting ended: 10.10pm

Next meeting: 24 March (Review) 2011

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