

**Minutes of the Shotley Annual Parish Meeting held on Thursday 24 May 2007 at 7.30pm
Main Hall, Shotley Village Hall.**

Present: Councillors R Wrinch (Vice chair standing in for Chair), N Bugg., J Catling, M Matthews, J Peters, M Connell, G Steel, D Armes, RFO D Bedwell and Clerk L Rowlands

In attendance: County Councillor D Wood, District Councillors P Clarke and T Roberts and representatives from local organisations

Meeting commenced 7.30pm

The Chair welcomed participants to the meeting.

1. Presentation of the Shotley Village Achievement Awards

Mr Les Stebbings was presented with a certificate and thanked for his longstanding and on-going work with the Andrew Barfoot Trust allotments, football field, flower and vegetable show. Ms Janet Norden was also presented with a certificate for her hard work in setting up and continued administration of the Youth Club.

2. Apologies: Councillor M Matthews (work commitments)

3. Minutes of the Annual Parish Meeting held on 4 May 2006

These having been circulated beforehand were signed as a true and accurate record by the Chairman.

4. Report by the Chairman

Cllr R Wrinch, Vice-Chair presented the following report: The Parish Council has had a more settled look this year with no changes to personnel. Our Clerk and RFO (Responsible Financial Officer) have had a busy year, each catching up with items from the previous year, or years in some cases – and I would like to thank them both for their diligence.

At the election in May three councillors stood down after many years' service: Claire Sullivan, Anna Long and Brenda Hooper. I would like to thank them all very much for the work that they have put in for the Parish whilst serving on the Council and hope that they enjoy the peace and quiet of every third Thursday evening in the month. We welcome onto the Parish Council David Armes, Jim Catling and Tony Ingram.

The main items of interest in the year have been the three continuing items (!): Ganges, The Marina and Playgrounds. On the first two, all you can say is 'watch this space'. The playgrounds are two recreation areas for the village – there have been some problems from older youths gathering at these sites – but we are trying very hard to produce further recreation amenities for them but wheels seem to grind very slowly when you want answers from the powers above. More on this in the Parish Plan Implementation Board Report, item 13.

I would like to thank all the councillors for the work they put in – especially Graham Steel for all his relating to the Ganges planning application, and Jeremy Peters for his running of the My Shotley.com website.

5. Report from Suffolk County Councillor: Dave Wood – See attachment 1

6. Report by the Responsible Financial Officer

- 6.1 The Council received, on 25 April 2007, the first instalment of this year's precept and the reserves stand at just over £43,000.
- 6.2 VAT totalling £1,400 was successfully claimed in January 2007.
- 6.3 The Asset Register currently stands at £62,000, with the recent addition of fixed litter and dog bins, a newly built bus shelter, benches for public use and signs for the playgrounds.
- 6.4 Due to the wear and tear of the playgrounds, it was agreed by the Council to depreciate both at a combined rate of £5,000 per year, which will be held as earmarked reserves should the areas need replacing in the next ten years.
- 6.5 The Council have completed their first year as an official employer from an Inland Revenue point of view and this has seen an increase in staffing costs of just over £2,000.
- 6.6 The external audit of the last six financial years has now been completed successfully and the Council are now up to date with such matters.

6.7 The Statement of Accounts for 2006/2007 has also been finalised and signed by the Council. It is now in the hands of the Internal Auditors, Heelis and Lodge and will soon be available for perusal by our Parishioners. Dates to be made public in the near future – viewing by appointment with the RFO.

7. **Report by the Safer Neighbourhood Team** - The SNT were not in attendance but had forwarded the following report:

You should be aware that the introduction of Safer Neighbourhood Team's was launched in Babergh by the Suffolk Constabulary in March of this year. Safer Neighbourhood Team's (SNT) have been designed to work in partnership with local residents, organisations and authorities to build communities that people feel safe to live and work in. They are designed to give local people real influence in deciding what their local priorities are. This will be achieved by listening and identifying local concerns, working together to tackle the issues identified and keeping people informed on the progress.

The role of the community beat officer, now no longer exists and duties that were previously carried out by the CBO will now be covered by all officers within the SNT which covers the same area that the CBO used to. I am pleased to inform you that as the former Community Beat Officer for the area, I will still be working in this area as part of the new safer neighbourhood team. I have already introduced some of the other members of the SNT for this area to other Parish councils as this duty will now be the responsibility for all officers in the SNT. This should mean that you will now get a greater police attendance at your meetings. This may be by PC1554 Lee Andrews-Pearce, PC379 Debbie Tyrrell, PC668 John Hardmeier or indeed myself, depending on who is on duty at the time. I have also been informed that there is a new Police Community Support Officer who will shortly be joining our team. Once she is in place, she will be able to carry out more high profile foot patrol in the key areas of concern in your area, including the Lloyd Road Playing area.

With regard to the Lloyd road playing area, you will no doubt be aware that there have been problems with youths congregating in large numbers, causing a disturbance and recently their actions led to an assault on a local resident. I am pleased to report that the suspect for this assault has been dealt with and has been reported for this offence. The Lloyd Road play area and surrounding area is a key task plan area for the police and will continue to be so until there are no more reported problems here. We carry out regular checks on this area each shift and these checks are recorded. On the whole, this area receives at least one check each shift. If any offences are witnessed, we will be dealing with them at the time.

Moving onto crimes in the Shotley area between 31st March 2006 and 1st April 2007, there have been a total of 93 crimes reported. This is a 17% decrease on the previous year where there were 111 crimes reported. This is pleasing to see and you may be interested to know that even though per capita Shotley is the largest parish on the Peninsular, it accounts for less than 29% of all crimes committed in the last year on the Peninsular. 35% of the recorded crimes in the Shotley area were detected in the last year; again this is an improvement as 32% were detected/no crimed in the previous year. The crimes over the last year can be broken down into 37 Theft related, 23 damage related, 20 public order/assault related and 13 miscellaneous crimes including driving offences. Compared with the previous year there has been a notable decrease in Theft and criminal damage related offences and a slight increase in public order/assaults and miscellaneous offences.

If you have any questions, please do not hesitate to contact myself or another member of the Peninsular SNT on either 01473 613500 or email at eastbabergh.snt@suffolk.pnn.police.uk.

8. **Report from Babergh District Councillor: Penny Clarke**

Cllr Penny Clarke thanked residents for the courteous reception of her own and Cllr Tony Roberts representations and made assurances that they would do their best to do a good job.

The final makeup of the new Babergh District Council is: Conservatives 19, Liberal Democrats 16, Independents 7 and No party 1. Once again, no party is in political control, there were no Labour candidates and only six lady councillors.

At the first full Council meeting on 17th May, Councillor Rex Thake was reappointed as Chairman and committees, panels, and 'outside bodies' representations were sorted out – Cllr Roberts: Suffolk Coasts & Heaths and Village of the Year and Cllr Clarke: The Standards Board and Overview and Scrutiny Committee. There are 14 new councillors who are attending a range of induction seminars. The SPC will be kept informed of any major changes of direction undertaken by the new Council.

Other news in brief: Council Tax increases had been kept below the rate of inflation. Sports promotion events had been very successful throughout the region with some events being held at the Holbrook High School. Over 220 new affordable homes have been built in the district. Benefit claims are now being processed in 20 days instead of 56 and Babergh's recycled waste collection in the third quarter was up to 35% - this reduces the amount going to landfill thereby saving the Council money - thanks to you all.

9. Presentation on "how to prevent falls" by Anita Walkinshaw of Suffolk Primary Care Trust

Anita presented a very interesting interactive talk and slide show on "how to prevent falls". A similar presentation was available to local organisations.

10. Verbal/Written Reports from Local Organisations

10.1 Holbrook High School – Rob Sherington, Head teacher presented the following report

As Head teacher of Holbrook High School I would like to take this opportunity to present this report to the AGM as a means of updating the council of the school's achievements over the past year.

Examination results at the end of Year 11 continue to be well above the national average. At GCSE 66% of the entire year group achieved five or more A* to C grades. This is the second best set of results the school has ever achieved. These results have enabled our pupils to go on to further education in local sixth forms, colleges or indeed straight into employment with training. More significantly it showed that all our pupils made significant progress from their Key Stage 3 results two years earlier. 99.5% of all entries were successful and 97% of all the students achieved 5 or more GCSE passes.

Much publicity has been centred on schools manipulating their entry policy as well as offering course choices so as to achieve a better position in the league tables. At Holbrook all pupils are encouraged to follow a modern language course and a broad and balanced curriculum rather than one based around courses that will improve our league table position. From September 2006 Language Teaching is in place in all our feeder Primary Schools starting in Year 3, coordinated by a teacher from our school. From September 2007 we are planning to extend provision at Holbrook High to include Spanish in addition to French and German. Longer term it is hoped to organize conversation classes for members of the local community outside of school hours.

In November we held a formal 'Presentation Evening' to celebrate the achievements of our leavers along with a number of special awards to pupils still at the school. The evening was a great success with many positive comments from all involved, including our guest speaker Richard Moreton from the Haven Gateway Partnership who stressed to our young people the wide range of employment opportunities available within our local area, especially in the maritime industry. We will be holding our next presentation evening in November 2007 and I would welcome sponsorship from the parish councils for any of the awards. (It only costs £30).

November also saw the school production of 'Goddess' which ran over three nights to great acclaim from the audience of parents, friends and the local community. This production, written by our very own Head of Drama, Karl Easthope, was a huge success and involved a large number of pupils and staff who gave up many hours for rehearsals.

The Peninsula Sports Centre officially opened on Friday January 19th with a large number of invited guests attending the ceremony. We were delighted that a former pupil, Sally Kaznica, was able to accept our invitation to open the centre. Sally represents Great Britain at Basketball and recently won a bronze medal at the Commonwealth Games whilst representing England. We were very pleased that Sally was able to stay at school for the entire day and she spent time with all year groups.

Membership of our fitness gym has now risen to 200 and increased use is being made of the Sports Hall. I would encourage any member of the community who has not visited this exciting new facility to do so. The Sports Centre is open seven days a week: 7 to 10pm weekdays and 8am to 4pm at weekends. Guided tours can be arranged anytime during the day by contacting the centre directly on 01473 328015.

In September 2006 we officially became a specialist Languages and Humanities school. This was the result of hard work by a wide range of people including staff, pupils, governors, local community groups as well as key business partners and many involved were able to attend our official launch in September. We chose to celebrate our success with a balloon launch and received over 30 replies from France and Belgium - the furthest balloon reached Montpellier in southern France!

As part of achieving specialist status, we received a small amount of additional funding from the Government for a capital project to enhance our facilities. After digging deep we were able to add some of our own capital to build a new Learning Resource Centre, adjacent to the new sports centre, to replace our old library. The Learning Resource Centre will formally be opened later this term and my hope is that along with the new sports centre this additional development will enable the school to become a hub for the wider community allowing access outside of school hours in line with the government's Extended Schools agenda.

The Peninsula Learning Partnership, formed in 2005, has recently completed an audit of learning facilities within the Peninsula and is keen to move forward on a number of recommendations to promote learning for adults across the Peninsula. It is planned to hold an 'Open Event' later this year to provide more information.

Holbrook High has for many years hosted an Over 60's lunch on Tuesdays during the term time. This continues to be a popular weekly event which any member of the local community is welcome to attend and sample the delights of a nourishing school meal at very favourable price.

Finally I welcome the opportunity to show members of the local community around the school during the school day, especially in the light of our new facilities, all I ask is that you contact Mrs Russell, via the school office, so that a mutually convenient time can be arranged.

10.2 Shotley Walking Club - Jill Nunn was unable to attend but forwarded the following report:

The Walking Club is still going strong: we celebrated 13 years since the Walking Club was formed in February! We have lost quite a few members but a lot of new people have joined us on some of the walks. If anyone is interested in joining us on the walks in and around the Shotley Peninsula, please call me on 787504 or just turn up on the day. We walk the second Sunday in every month. I write a report which appears in both the Church Magazine and Community News and details of future walks also appears in these publications.

10.3 Kidzone - Julie Alexander – Chairperson gave the following report:

Kidzone is currently catering for approximately 90 families within Shotley. Playgroup sessions for 2½-4 year olds during school hours. We also run breakfast and after school clubs. A fete is planned to raise funds on 1st June up at the school and all are welcome to come along – contributions to stalls are also welcome.

10.4 WI - Jean Kirtland presented the following report:

We meet on the third Wednesday of every month except August when last year we had an outing to Gresham Hall at Dereham. Earlier in the year we were able to visit the home of the Prince of Wales at Highgrove. A very enthusiastic group of members enter the Suffolk Show W.I. competition each year and last year a member obtained top marks for the model of a clown. Fundraising is usually a strawberry evening, a BBQ and a big food basket raffle at the Rose Fete. At the moment we are holding coffee mornings in order to replace our much vandalised seat near Shotley School.

10.5 WRVS - Jean Kirtland presented the following report:

The Meals on Wheels service is run in the village to provide a hot meal four days a week to the elderly and house-bound. These are ready prepared meals heated and picked up by a group of willing volunteers from the Shotley School. We have more helpers than customers at the moment.

10.6 MyShotley.com - The following report was presented by Jeremy Peters:

The website has now been established for 2½ years and contains everything you need to know about the local area. It only costs £70 per annum to run (funded by the Parish Council) and is managed solely by volunteers. You can view the 350 news items, look up job vacancies, find out about local services and facilities, and feast your eyes on over 600 photos. It also has an in-depth A:Z facility. There are over 8,500 unique visitors to the site per month and a new steering group was set up last year to look at redevelopment - potentially giving local groups the ability to update their own information on the site

10.7 Viking Forest Project – Ian Peters presented the following report:

The project has had a fantastic year with planting days and story telling events being held in the wood involving the Primary School children. We held our fifth annual fundraiser "Images of Shotley" and would like to thank the steering group for all their support.

10.8 Drama Group – Cllr David Armes presented the following report:

The last 12 months have been highly successful with a first class production of ‘My Fair Lady’ which received high praise from all those who saw it – some thought it so good they came several times! As usual we staged our pantomime in February with this year’s offering being ‘Aladdin’. This produced some of the best audience figures for some years and we hope signals a revival in people’s interest in live theatre.

We have also received grants this year towards lighting and to that end we now have a new lighting bar with electric hoists, ten new lanterns and lighting patch box. We have also helped other village groups with lighting for their events.

We are looking forward to changes we have planned for the stage and also hope to get started on cataloguing our extensive wardrobe so that we can hire out costumes.

New members are always welcome whether their interest is in acting, costume or backstage. Contact me on 787630.

10.9 Shotley Bowmen – Cllr David Armes presented the following report:

The club started only last year and has members of all ages and abilities. Membership is open to all and equipment is provided. Meetings are held on Sundays between 10am to 1pm at the Primary School playing field. You can have three trial runs at £1 per session before joining the club. We follow National Association Code of Conduct and Health and Safety shooting rules – safety is taken very seriously. We are not all competitive and just go along to enjoy ourselves. We are grateful to the Parish Council and Babergh East Local Strategic Partnership for the funds to get us going. Please do come along and try us out.

10.10 Shotley Heritage 700 – Cllr Norman Bugg presented the following report:

Phases 1 and 2 of the restoration of Shotley Church have been completed. Our next project is to provide a toilet which will enable the Church to be used for more functions.

The support received since 2000 for the repair work has been amazing and all who have contributed receive our thanks.

10.11 St Mary’ Church - Cllr Norman Bugg presented the following report:

After five and a half years we bade farewell to Peter Thorn as our Vicar. He moved to Tweedmouth at the beginning of May. During the past year we have held regular services with attendances stable. Our special services were well attended. We are joining with Chelmondiston, Erwarton and Harkstead - an alliance that has worked well in the past.

10.12 Shotley Rose Bowls Club - Cllr Norman Bugg presented the following report:

The 2007 season has just started with mixed results – 4 defeats and 4 wins. The 2006 season was one with no trophies being won, the first time in many seasons. We have a new mower – thanks to a Parish Council grant and the green is in excellent condition. New members are always welcome – please contact Mick and Jean Cook on 788264 or Norman Bugg on 787358.

10.13 Shotley and Erwarton Jubilee Community Council - Cllr Norman Bugg presented the following report:

The Community Council only organises a few events each year now – these being a Suffolk Show trip, the flower and vegetable show and a visit to Thursford.

10.14 Shotley Village Hall - Cllr Norman Bugg presented the following report:

Bookings for 2006 were at their best ever levels and it proved to be a very busy year. Currently grant applications are being formulated to raise funds to improve the kitchen and replace furniture for the hall. The hall continues to be a popular venue for many and varied functions. Last week the management committee made its 11th repayment of 12 to the Parish Council.

10.15 Over 60s Club – Eileen Bugg presented the following report:

We are a friendly and thriving Club meeting every other Thursday in the afternoons at the Village Hall where we have tea and cakes, play bingo, whist, dominoes or just talk. When I took over the Club we had 12 members – at the moment we have around 25 - 22 regulars and 3 occasional visitors.

In the last few months four of our eldest members have died and one, who will be 99 at the end of May, is now residing in a home. We have about six outings during the year, attend some shows and have a Christmas meal.

On birthdays, members receive a card and wine or flowers and at Christmas we also have a party and everyone receives a card and present. We are grateful to the Parish Council for their support over the year.

In addition to arranging transport, for those that need it to the Club meetings, we also arrange lifts to the Doctors or hairdressers etc. More members would be most welcome.

10.16 Shotley & Erwarton Good Neighbours – Richard Davis presented the following report:

We have 23 volunteers at present helping in their spare time with lifts, collecting and delivering prescriptions and changing light bulbs, amongst other things. We average around 2-3 jobs per week. We would like to thank the Parish Council for the funding provided. We also fund raise and received donations from our “members”.

10.17 Andrew Barfoot Trust – Les Stebbing presented the following report:

We have six gentleman growing vegetables on the allotments although the main use of the land is by the Shotley Rangers. The rents collected were passed to six individuals last Christmas.

10.18 Gardening Club – Roger Cushing forwarded the following report:

Although we are unable to attend this evening (many of us are on the Club’s annual holiday – this year it’s Wales) we have sent in a report for you to read so you can get a taste of what we are about.

As a club we have been running for 6 years and have around 25 members, the majority of whom attend all of our monthly meetings. Our club covers a wide spectrum of ages and gardening knowledge/abilities so there is always someone to hand to help with a problem related to the garden. We are a very relaxed and friendly club and new members are always welcome.

In the past year we have had many interesting speakers on all aspects from flowers to vegetables. We have speakers from Otley College on many occasions as well as from Notcutts and local nurseries. We have had many coach trips that are also open to non-club members. Our latest being a very enjoyable trip to Leonardslee Lakes and Gardens in Sussex. We have also been to Kew Gardens, Pensthorpe Wildlife Park in Norfolk and had an evening conducted tour of Notcutts in Woodbridge.

The year’s highlight for some of us was our holiday to France. We stayed in the fabulous city of Rouen and visited Monet’s gardens, Honfleur, the Palace of Versailles, Trouville and the Port of Normande.

I hope this gives you an insight into what happens within our club and maybe encourage you to join us.

10.19 East Suffolk Association for the Blind – The following report was forwarded:

The Shotley Peninsula Branch operates under the umbrella of the ESAB Head Office and was formed in June 2002, with a small committee.

The aims and objectives of the branch are to provide a monthly social meeting for blind and partially sighted people living on the Shotley Peninsula. These meetings are generally held in the afternoon of the last Wednesday of each month at the Stutton Village Community Hall, commencing at 2pm and ending around 4pm. Light refreshments are provided.

At our regular meetings we have a speaker, musician or entertainer and the programme provides a mix of these to suit all tastes and interests. Each December, the meeting date is brought forward and a pre-Christmas lunch is provided together with some musical entertainment. During the summer, we organise a coach outing and lunch. At every meeting it is customary to hold a raffle to help funds.

All events organised are free of any charge (other than the raffle) to members and carers, but donations are welcome, of course. Free transport can be arranged from most areas if required.

Further information may be obtained from Carol or Bryan by calling (01473) 787779.

10.20 Suffolk Family Carers – Jill Line forwarded the following report:

Unfortunately we are not able to attend your meeting but would like to inform you of the following:

We continue to hold monthly support group meetings however the venue has changed. We now meet at Holbrook Methodist Church on the third Thursday of each month at 1.45pm – 3.30pm. All family carers are welcome. A programme for 2007 is shown below:

January 18th	Xmas Meal at the Compasses
February 15th	Relaxation and Exercise
March 15th	Talk by Angela from Gateopener
April 19 th	Talk by John Cole from SSAFFA
May 17 th	Wiltshire Foods
June 21st	Harwich Foot Ferry
July 19th	Nutritionalist - Dietary
August 16th	Tea and Chat
September 20th	Change date
October 18th	Talk from British Legion
November 15 th	Creative Wrapping Demonstration
December 20th	TBA

Contact us via Jill on 01473 835429 or Naomi on 01473 835436

10.21 Youth Club – Janet Norden presented the following report:

Shotley Youth Club was successfully launched in November 2006 with funding from the Local Network Fund for 40 sessions and a contribution from the Parish Council. The club has grown steadily in numbers and has attracted a total membership of 40 young people of High School age. The sessions run once a week 3.30-5.30 during the school term time at the village hall.

We have recruited an experienced youth worker: Cal Webster and have just appointed a second trainee youth worker: Naomi Frost, a local young woman. We also have a small group of local volunteers who support the sessions. This group and the activities and planning are also supported by a management committee of local people.

In consultation with the young people we have purchased some equipment i.e. Boom Box and have had some equipment donated. We have funds for furniture which will be used in partnership with the village hall management committee to furnish the small committee room as a ‘Den’ for the young people.

To give a flavour of the activities we have offered so far – playing table tennis, badminton, pool, playing cards, a baking session, pancakes, making paste boards, listening to music, outdoor cricket and football, a clay work session some future activities planned are Hip Hop sessions, drumming/amplifier session, First Aid for young people, staff and volunteers.....

Due to the popularity of the after school sessions, we are now able to expand youth provision during the school holidays. With support from Cal, Naomi Frost and Naomi Bateman a successful application to the Youth Opportunity Fund was completed and we obtained a grant for a summer activity project.

We are running a trip to the Ski Slope next week during half term as a trial run for the summer activities. A range of activities is planned for the summer- once a week at the village Hall – and once a week on an activity outside i.e. Alton Water, Bowling etc. A full programme will be circulated shortly. A 3 day residential is planned in mid August. All activities will be heavily subsidised so should be in the reach of young people and their families. We have also been allocated an additional grant to put on a celebration for the young people so may do some film work.

The youth club also looks forward to contributing to the Rose Fete by booking a stall and organising some activities – i.e. design a T shirt/ hiring a skateboard. Thanks for the support so far from the local community, parish council and village hall committee – please contact the secretary if you wish to volunteer or join our management committee. *Janet Norden Secretary – 01473787757 or janetnorden@btinternet.com*

11 HMS Ganges Development: Update - Cllr Graham Steel presented the following report:

Last year saw the decision from the Secretary of State who rejected the application for 325 homes - She agreed with us that it was in the wrong place, was too big, would make the roads too unsafe and did not provide sufficient new employment opportunities. The Parish Council wishes to work proactively with Suffolk County Council and Babergh District Council looking for a solution but they remain unwilling to engage and their and our resources are stretched. The PC had a meeting with the Developers in December and agreed a strategy for information sharing – the developers failed to deliver on the agreement – we did what we agreed.

The developers are now putting in four planning applications to be submitted in the near future:

1. A Certificate for Lawful Development – this is already with Babergh and a determination is due in the next eight weeks.
2. Reserved matters application relating to the outline planning application for the 404 retirement homes.
3. A new application re multi-use of the site – this looks closer to what we would like to see
4. Access Road to Marina through Ganges thus enabling the Marina to complete the 150 houses they already have planning permission for.

It cost the Parish Council £11,000 to fight the most recent application and £14K for other councils on the peninsula. We have budgeted £5,000 for this year - this figure may need revising in the light of the above.

Suffolk Preservation Society has agreed to act as a consultant which we welcome and will save us some money.

12 Report from the Parish Plan Implementation Board - Cllr Steel presented the following report:

Progress so far has been steady only limited by volunteers i.e. not enough! More people are needed. There are three projects on the go at the moment: (1) Future development of the website (2) A village hall for the 21st century and (3) The development of the tennis courts at Shotley Gate. We have been granted £25,000 from Babergh to help with the projects. The PPIB has also helped local groups to lever grants from other funding organisations. A Recommendations and Action Plan can be found at attachment 3.

Cllr Wrinch thanked all had attended and hoped they had an interesting evening.

Meeting closed at 10.00pm

Signed as a true record of the meeting

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Chair

Dated

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