

DRAFT, UNADOPTED**Minutes of a meeting of Shotley Parish Council held on Thursday December 15th 2005 at 7.15 p.m. in the village hall.**

Present: Councillors R Wrinch (Chair), N Bugg, Mrs W Corness, Mrs A Long, Mrs M Matthews, G Steel and J Peters (see minute No 5), also Temporary Clerk Mrs C Williamson.

In attendance: Three members of the public, PC Campbell, Mr R Lingard, Shotley Marina Development and G Bullard, SCC Project Consultant.

1. Open forum for parishioners to speak to councillors

1.1 Mr Lingard presented the plans for the Shotley Marina showing the proposed improvements for road access as approved by SCC. It includes marked parking spaces (31, including three disabled spaces) and a bus turning area, which would have no waiting signs. The area between the bus-turn and the car park would be surfaced with tegular (i.e. random) paving and it was anticipated that there would be a feature, such as a seat, placed there, which could commemorate someone or something. The council were asked for suggestions.

1.2 A footway would run along the entire length of the road, up to the end of the pier. A raised table outside the sailing club would act as a traffic calming measure and pedestrian crossing. Six street lamps would be installed, which the parish council agreed they would prefer not to adopt. Work would commence in the early New Year and would take four/five weeks, to be ready for the start of the sailing season i.e. April. It would all be built to a standard acceptable to the SCC for future adoption.

1.3 Questions were invited. It was suggested that a litter bin be installed next to the seat, of a similar design to others in the parish, and this was agreed. The Marina development has a website which can be reached via myshotley.com.

1.4 Messrs Lingard and Bullard were thanked for their presentation and left the meeting.

2. Apologies for absence: Councillors Mrs B Hooper, Mrs C Sullivan, County Councillor D Wood.

3. Declarations of interest: none.

It was agreed that Agenda item 8 be moved forward to now.

4. Police brief by PC Campbell. Crime figures for his locality were reported, and it was noted that the clerk had not received this by email. He was hoping to get Mr Kempster's insurance details at the court hearing next week. The Kingsland and Ganges play areas were being closely watched by his colleagues: youths often gathered there but were not causing any problems. Drink-drivers were not going to be especially targeted in the peninsula during the festive season, although this had been done recently near Foxes Marina, Ipswich.

7.44 p.m. PC Campbell left the meeting.

5. Vacancy for councillor: Babergh DC had advised that no one had come forward to ask for an election, therefore we were allowed to co-opt. Cllr Long proposed Mr Jeremy Peters (in attendance as a member of the public) and was seconded by Cllr Matthews, all in favour.

5.1 Mr Peters was welcomed as a member of the council, signed the declaration of acceptance of office and was invited to take his seat as councillor.

6. Minutes of meeting dated November 17th 2005. The clerk had noted several minor alterations which were accepted, the revised version already being on file. It was agreed that these were a true and correct record and were signed as such by the Chair.

7. Matters arising

7.1 Re 7. Hanover Hardship Trust: the clerk was instructed to ask how many people in the parish had been aided by this charity.

7.2 Re 8. Queensland street sign: more details were needed before this could be progressed. The clerk was advised that the sign and mountings had gone, due to wear and tear, so it all needed to be replaced. Its location needed to be marked on a map for Babergh DC to complete the work.

7.3 Re 9. Ownership of area opposite post office: according to the Land Registry Office it was unregistered, i.e. the owner was unknown. The Clerk would contact Babergh DC as they cut the grass there.

7.4 Re 15, grass cutting. Babergh DC said that they regularly put the work out to tender and chose a contractor for best value for their area: within our parish we might find a better deal. The clerk urged the council to stay with the Babergh contract for this coming year, until the new clerk had sufficient experience of the parish and parish council. This was agreed.

7.5 Re. 24 Community Achievement Award: a letter was received from Babergh DC to say that unfortunately the judging panel had decided against our candidate but suggested that he be re-nominated next year when the Shotley Youth Forum is up and running. A second candidate had also been rejected.

7.6 Re 26.6, reflectors on culvert railings: the clerk was asked to contact SCC again as the work had still not been done.

It was agreed to bring forward agenda item 22 to now.

8. The parish plan

8.44 p.m. The meeting was suspended:

8.1 Two members of the parish plan committee, Phill Radley and Carol Nightingale, presented hard copies of the parish plan to the council. It was also available on CD, could be viewed and downloaded via the myshotley.com website and a summary would be sent to every house in the parish at the end of December. The council was thanked for its support and funding. The committee was congratulated by the council on the finished product, especially Cllr Steel who had actually written it and put in a significant amount of effort and time.

8.14 p.m. meeting resumed.

8.2 Councillor Steel, having thanked the committee for their work, help and tolerance, said that as the plan had only just been produced, it could not be adopted at this meeting, only received, and this was agreed. It would be on the next meeting's agenda.

8.3 The council was reminded that p29 was the most important, being the recommendations and action plan and this was agreed: ideas on implementation were requested for the next meeting. Cllr Steel requested the council to consider who should sit on the Implementation Group of The Parish Plan Board

8.4 Councillor Wrinch proposed the council's sincere thanks to the committee for their excellent work in producing the finished document, and was unanimously supported.

8.29 p.m. members of the public departed.

9. Litterwarden

9.1 A letter was received from Babergh DC. It was agreed that the clerk should remind them that in 2000, when, as they said, we showed no interest in a DC led litterwarden scheme, we had our own litter warden and were content with the situation. How could we tell then what the situation would be in 2005? Also, had they used all of their extra resource or would there not be some funding available for us to start our own scheme.

9.2 A lady in the parish had indicated her interest in becoming litterwarden but had not yet contacted the clerk.

9.4 Mrs Alexander's letter re litter. This was considered. It was agreed that the clerk should investigate the possibilities of installing dog litter bins at Shotley Gate. SCC should be asked to cut back any growth along the footpath along the B1456 near Kitchener Way. The clerk would reply, telling her of our intentions.

10. Street Lighting.

10.1 Re Street light No 25. The council was insured for £500.94 per lamp, but the clerk needed more information in order to complete the form, which was then provided. A new lamp could be installed before the claim was settled. It was therefore agreed that a replacement lamp be ordered to the cost of £501.24 plus £300 connection charge.

10.2 The contract for the next financial year would cost £711.20.

11. Bus Shelter update.

11.1 It was hoped that the claim against the driver, Mr Kempster, could be progressed once the insurance company's name was known. No reply had been received from him despite two requests for the information.

11.2 The concrete base measured 8' x 6' but being 50 years old, was beginning to deteriorate.

11.3 Having looked at the Glasdon catalogue and considered installing a metal and glass one, possibly by M.A.N., it was agreed that the clerk should request three costings for an identical shelter, from three local builders, the specifications being:

8' x 6' x 6'6" (wall height), Suffolk red type brick, timber/clay pantiled roof, with built-in metal seat running along the back wall.

11.4 *[deleted on this copy as commercially confidential]*

12. Play area update.

12.1 Signs: Re. 11.3: the clerk was concerned at the way the prices had been presented and felt that the council had not realised that the quoted prices were per sign. With the Chair's approval she had obtained a costing from a local company, Signarama, who had quoted for a total of £163.08 as compared to 221.34. It was agreed that the Signarama costing should be accepted.

12.2 Insurance: Cllr Corness proposed, and was seconded by Cllr Long, that the equipment on the two play areas should be fully insured for £24,000 at a total cost of £571.20 per annum. This was unanimously agreed.

13. Allotments

13.1 It was agreed that the clerk should bill all allotment holders for two year's rental as this had not been done last year. Payment should be made preferably by cheque to the clerk or otherwise in cash from 6.00 till 6.45 p.m. before the next meeting on January 19th in the village hall. Cllr Bugg agreed to attend to take the payments.

14. Accounts for payment:

Clerk's expenses, total: £62.40
 (postage: £14.40
 Mileage: 120 miles @ 40p per mile: £48.00
 Being two return journeys of 60 miles each)

Clerk's salary: discussion and decision deferred to January meeting

Mrs B Bugg, cleaning, 2 months, 2 hours per week @ £5.05 per hour: £80.80

15. Precept

15.1 The clerk provided figures with this year's estimates and her suggestions for 2006/7. These were considered and amended, and it was unanimously agreed, (after which the clerk explained that any amendments could be made at the next meeting if necessary,) that the precept for the next financial year should be £25700.

16. Planning matters

16.1 It was confirmed that the planning committee consists of Cllrs Long, Bugg and Matthews.

16.2 Applications received:

The following applications had been scrutinised, investigated and approved already:

B/05/01813/FHA/AT 6 Lady Row, The Street

Erection of first floor and single storey rear extension.

B/05/02011/FHA 49 Kitchener Way, erection of single-storey front (kitchen) and side (garage) extensions and rear conservatory.

B/05/01621/FHA/LJB The Haven, Church Walk: balcony over rear single storey extension.

The following applications were considered now:

B/05/02031/FHA/LJB 3 Gate Farm Road

Erection of part first-floor and part two-storey side and rear extension
Concerns re business being run from premises, in residential area

B/05/02057/FHA/MB Clairwood, Estuary Crescent.

Erection of detached single storey outbuilding for use as summer house/store
No objections.

B/05/02088/FHA/MB 60 Great Harlings. Erection of rear conservatory. No objections.

16.3 Decisions received:

00443/ENF Caravan site, Gate Farm Road, Excavation for caravan hardstanding
Possible breach of control: parish council to be kept advised.

B/05/01869/AGD/RC Pear Tree Farm, Ipswich Road: notification that details not required.

B/05/00897/FHA/AT 3 Hervey Terrace, Shotley, Ipswich IP9 1NU: side extension.
Approved.

17. Date of next meeting: January 19th 2006 starting at 6.45 p.m.

18. Exclusion of press and public: owing to the confidential nature of the business about to be transacted ,it was agreed that the press and public should be excluded from the meeting.